

TO: HONORABLE MAYOR AND CITY COUNCIL.
FROM: LAURA QUALEY, ECONOMIC DEVELOPMENT
SUBJECT: ACCEPTANCE OF JOHN BURCH PARK IMPROVEMENT PROJECT
DATE: OCTOBER 7TH, 2025

BACKGROUND

The City of Cannon Falls received \$469,000 from the State of Minnesota General Obligation Capital Improvement Funds in 2023 to replace the limestone retaining wall, concrete seating and first base dugout at John Burch Park with the understanding that the City is to match the funds 1:1.

The City of Cannon Falls partnered with WHKS, the City's engineering firm, to oversee the John Burch Park Improvement Project. On June 3, 2025, WHKS submitted a letter along with the final pay request indicating that the project has been completed in accordance with the contract documents.

Project Financial Summary

- **Total Award Amount:** \$469,000
- **Final Eligible Expenses:** \$465,999.14
- **Remaining Balance (Unused):** \$3,000.86
- **State of Minnesota Reimbursement Received (August 28, 2025):** \$42,926.42
- **City's Share of Costs:** \$466,560.01
 - John Burch Park Supporters: \$141,000 (donation)
 - City of Cannon Falls: \$325,560.01

RECOMMENDATION

Staff recommends the City Council accept the John Burch Park Improvement Project as complete. Acceptance will formally initiate the two-year maintenance period as required under the contract. With final reimbursement received and project costs reconciled, no further financial actions are required at this time.

REQUESTED ACTION

Motion to accept the John Burch Park Improvement Project as complete and begin the two-year maintenance period.