

# 2025 Riverside Lions Playground Improvements Project (PARK2026-E18)

The following actions detail the proposed process track for local improvements.

Date <sup>1</sup>	Project Step	Purpose of Step	Council Action	Staff Action
Feb 2023 - April 2024	Development of long range Plan for Riverside Lions Park	Establish a shared vision of what the park should become overtime. Hel guide decisions on improvements that align with community needs and goals		
Jan – March 2025	Public Outreach	Staff seeking public comments on upcoming project and seek input from public on improvements.		
August 13, 2025	Neighborhood Meeting	The intent of this meeting is to inform the neighborhood of the upcoming project and seek input on the improvements, which will be summarized for City Council.		
August 19, 2025	Approve Plans and Order Advertisement for Bids	Final approval of plans for bidding	Motion 2025-457	
February 4, 11,18, 2026	Publish Ad for Bid in Northfield News	A step in the bidding process. The project will also be advertised on the MnDOT e-Advert website.		Send Ad to NNews January 30, 2026
Feb 26, 2026	Bid Opening – 2:00 P.M.	Final step in the bidding process. Bids are opened by staff and tabulated. From here staff will make a recommendation to the City Council for award.		
<b>April 7, 2026</b>	<b>Accept Bids and Award Contract</b>	<b>This step follows the uniform municipal contracting law, 471.345, the City's purchase policy and allows for the project to move forward with beginning the actual construction process.</b>	<b>Resolution 2026-042</b>	
May – Sept, 2026	Construction	The City Engineer recommends to City Council when the final payment should be made to the Contractor. The City Council may accept the work by resolution; however, if the city fails to pay the amount due within 30 days of a monthly estimate, or 90 days after the final estimate, the city must pay interest on the past due amount as prescribed by law.		
Dec 2026	Accept Improvements and Authorize Final Payment		Resolution 2026-XXX	

<sup>1</sup> – Dates in grey text indicate actions that have taken place. Dates in bold text indicate the next planned step. Dates in italics denote tentatively scheduled future actions.