



**Minneapolis**  
**Park & Recreation Board**

**Administrative Offices**  
2117 West River Road North  
Minneapolis, MN 55411-2227

**Northside Operations Center**  
4022 1/2 North Washington Avenue  
Minneapolis, MN 55412-1742

**Southside Operations Center**  
3800 Bryant Avenue South  
Minneapolis, MN 55409-1000

**Phone**  
612-230-6400  
**Fax**  
612-230-6500  
[www.minneapolis-parks.org](http://www.minneapolis-parks.org)

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September 16, 2025

Linnea Graffunder-Bartels  
Department of Community Planning and Economic Development  
City of Minneapolis  
505 Fourth Ave S, #320  
Minneapolis, MN 55415

**RE: Letter of Interest**  
**Interior space at "New Nicollet" supporting park use and programming**

Dear Linnea:

Minneapolis Park and Recreation Board (MPRB) staff have been in discussions with City of Minneapolis CPED staff on the creation of an outdoor park with the New Nicollet development, as outlined in a board-adopted Memorandum of Understanding between the two entities. MPRB is interested in leasing interior space in the adjacent development for multi-use park programming and operations that expand upon the programs and services delivered from the park itself.

This letter contains general ideas based on long-term plans for other similar spaces supporting park programs and activities. The MPRB has not yet prepared preliminary designs or development programs for this space. While specific terms will be negotiated, the MPRB anticipates the following general terms:

- 1) MPRB prefers a lease term of at least five years and perhaps 20 years, with options for extensions. To the degree annual increases can be projected through the first term of the lease, it will help staff establish funding supporting a lease for that term. An allowance for tenant improvements would become a part of the lease.
- 2) The MPRB would create a small neighborhood-scaled recreation center with an area of 3,000 to 4,000 square feet, with open, flexible space that can easily be modified as recreation uses change overtime. Current uses would include but are not limited to:
  - welcome desk/control point;
  - lobby space accommodating six people;
  - conference room with a capacity of eight to twelve people;
  - meeting/gathering room with a capacity of 80 people;
  - staff office;
  - storage; and
  - restrooms.
- 3) The MPRB leasehold space occupies ground level space strongly oriented towards the park along the northern side of the building. As this would not be street-facing retail space (i.e., Lake St. or Nicollet Ave.), the MPRB anticipates a lease rate commensurate with non-retail leasehold space.

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- 4) The MPRB leasehold space requires a direct, ADA-accessible route to and from the park. Window areas sufficient to allow surveillance of the park to the greatest degree practicable are necessary.
- 5) The MPRB leasehold space does not require access into common areas of the building, except for potentially accessing a common trash and recycling area to be used by the leasehold space only (not for trash and recycling from the park itself).
- 6) The potential for designating up to two parking spaces for MPRB staff use and one parking space for storage of park maintenance equipment. The exact location of the spaces and the business terms is to be determined.
- 7) The MPRB would build-out the shell space and accept it not less than 120 days prior to commencement of a lease. Shell space would include, subject to further negotiation:
  - HVAC system, including ductwork, supporting an MPRB layout of the space;
  - Fire safety systems integrated with the building, including sprinklers based on an MPRB layout of the space;
  - Electrical and data systems distributed through the space based on a layout provided by the MPRB;
  - Concrete or other flooring suitable for a high-wear, high traffic environment;
  - Mechanical rough-in for two single-occupant gender-neutral restrooms; the restrooms may need to be accessible from the space and the park;
  - Cleaning closet with a slop sink and storage;
  - Mechanical rough-in for a kitchette;
  - Basic lighting throughout the space;
  - Finished ceilings;
  - Perimeter walls (including insulation) capable of enduring public use;
  - Separate utility metering (preferred);
  - Exterior building signage identifying Minneapolis Park and Recreation Board oriented to the park; and
  - Other considerations that may arise during lease negotiation.

MPRB anticipates an allocation up to \$2 million for the buildout of the interior space and the development of the first phase of the park. MPRB aims to align park and interior space development with the overall development of the building timeline. We would like to open the park and recreation center near the same time that the building opens to tenants.

The terms defined in this letter should be considered preliminary. Final terms would be incorporated into a lease agreement subject to approval by the Board of Commissioners of the MPRB.

Sincerely,

  
Al Bangoura  
Superintendent