

CITY OF ST. FRANCIS
ST. FRANCIS, MN
ANOKA COUNTY

CITY HALL
23340 CREE STREET NW
Work Session Agenda
JANUARY 15, 2020
5:30 PM

1. Call to Order/Roll Call
2. Liquor Store – Building Renovation
3. River's Edge Development
4. Highway 47 Improvements
5. Public Works Director Position
6. Adjournment

TO: Mayor & City Council
FROM: Joe Kohlmann, City Administrator
SUBJECT: Liquor Store Renovation
DATE: January 15th, 2020

OVERVIEW

Step 1 of the Facilities report was to create an "Existing Facility Assessment", liquor store assessment *attached* (first 9 pages show needed improvements) but in short it identified replace transaction counter; new interior finishes – floor, wall, tile, paint ceilings; exterior landscaping; irrigation; modify entrance; and installing fiber. Totaling about \$146,052. These upgrades would be consistent regardless on any expansion chosen and are factored in pricing that follows.

Expansion Option #1 – 24'x16' – 384 square feet

- No drawing was provided for this option
- Doesn't fulfill the recommended 800 square feet of storage
- Total price of \$218,189

Expansion Option #2 – 24'x30' – 720 square feet

- Drawing provided
- Comes close to 800 square foot storage recommendation
- Would need to upgrade furnace and condensing unit for additional area
- Total Price \$288,077

Expansion Option #3 – 40'x63' – 2,520 square feet

- Drawing provided
- Would need to upgrade furnace and condensing unit
- Total Price \$642,36

Expansion Option #4 – 40'x80' – 3,200 square feet

- Drawing and roof plan provided
- Upgrade furnace and condensing units
- Expands retail and storage space considerably
- Total Price \$728,642



Other Considerations:

- 1) With the willingness to change liquor laws in the State of Minnesota, the future of municipal liquor sales is somewhat unpredictable.
- 2) The City could enact an ordinance prohibiting off sale liquor sales in other establishments (which Staff will likely propose an ordinance soon) but it is unknown if that action will supersede any future State Laws passed regarding the issue.
- 3) The liquor fund balance is approximately **\$1,700,000**. The has an option to assist in financing any future Fire Station/City Hall by utilizing **\$1,200,000** over 7 years. Roughly speaking and considerations for working capital, this may still be a possibility but it does get a little tight, if the Council wanted to preserve this option. A more in depth analysis would need to be conducted to verify this.
- 4) With more storage and more retail space, a larger portion of the Liquor Cash balance will be tied up in inventory.

Attachments:

- 1) Liquor Store existing conditions assessments
- 2) Overview email from Miles Britz from Pearl Architecture
- 3) Information and costs for 24'x16'
- 4) Plans, costs and information for 24'x30'
- 5) Plans, costs, and information for 40'x63'
- 6) Plans, costs, and information for 40'x80'

Items for discussion:

- 1) Provide Staff with direction on Liquor Store expansion.
- 2) Provide Staff with direction on ordinance prohibiting off sale liquor sales.
- 3) Consider potential changes in State Law that could threaten the liquor municipal structure.



INTRODUCTION: MISSION

SCOPE OF WORK

To review, analyze, and determine current and future space needs for eight existing municipal buildings.

Step 1. Space Needs Study of current and projected needs for each of the existing municipal buildings, including Bottle Shop/Liquor Store, Fire Station, City Hall, 4020 Maintenance Building, Waste Water Treatment, Salt and Trap Rock Storage Sheds, and Police/Public Works Facility.

Step 2. Existing Facilities Assessment (condition of existing buildings, suitability for continued use, and possible expansion).

Step 3. Stay or Go (conceptual design solution for either renovation and addition or new construction replacement of an existing municipal building).

METHODOLOGY - STEP TWO

- Analyze current operations through departmental meetings and interviews
- Project future operational life expectancy
- Determine current deficiencies and problem issues with each municipal facility
- Determine life expectancy of critical building components
- Define maintenance issues and periodic scheduling
- Review condition of existing building systems and determine either repairs or replacement

STAFF INVOLVEMENT

- City Administrator
- Public Works Director
- Police Chief
- Fire Chief
- Liquor Store Manager

RATING LEGEND		
5	NEW	New or like-new condition, no issues to report, no expected failures, 10-12 year life
4	GOOD	Good Condition, no reported issues or concerns, consider replacement in 8-10 years
3	FAIR	Average wear for building age, no issues to report, 6-8 year life
2	POOR	Worn from use and nearing end of lifecycle, replace within 3-5 years when budget allows
1	CRITICAL	Extremely worn or damaged, replace in next 2 years

Note: A population growth rate of 54% is projected
for 2017 to 2060 by the U.S. Census Bureau

Please see Assessment Conditions spreadsheet following this report for complete assessment details

BUILDING 1: BOTTLE SHOP / MUNICIPAL LIQUOR STORE

GENERAL

Overall Building Condition Rating: 2.97

The Bottle Shop is located at 23307 St Francis Boulevard NW and is approximately 46'x96'. The facility was constructed in 1965 with a remodel in 1971. An extensive remodel in 2001 covered the existing precast plank roof with wood truss framing and portions of the exterior walls were upgraded to EIFS, brick, and CMU.

ARCHITECTURAL

COMMENTS

On the north and east exteriors, there are several damaged sections of the EIFS surface that need to be repaired to stop rain water infiltration causing further damage within the walls. (See photos)

Due to lack of product storage space, the public restrooms and emergency exit hallway are being used for storage. This cuts down on the required widths and accessibility to these spaces, creating code violations. The HC grab bars within each restroom currently do not comply with MN HC Accessibility requirements.

RECOMMENDATIONS

- › A building addition for product storage should be added to the east side of the existing Bottle Shop where it will not impede parking count or customer service access.
- › Move stored products out of Restrooms and Exit Hall for HC accessibility and sanitation.
- › Replace HC grab bars in Restrooms.
- › Enhance exterior appearance with additional landscape plantings and shade trees.
- › Enhance interior with new finishes; ceramic floor tile, paint walls, replace transaction counter.



Product storage in restroom



Product storage in restroom and hallway

BUILDING 1: BOTTLE SHOP / MUNICIPAL LIQUOR STORE

STRUCTURAL

COMMENTS

The top of the northwest footing is damaged.

The brick is cracked on the west side due to differential settlement.

The EIFS is damaged on the north and east sides, and there are no gutters on the building.

LOAD STUDY

Design Codes – 2001 Remodel

1997 Uniform Building Code

1998 Minnesota State Building Code

Design Live Loads – 2001 Remodel

Wind = 80 mph, Exposure B

Roof (Snow) = 40 psf (+ Drifting)

Dead Load (Superimposed) = 10 psf

Net uplift for joist design = 5 psf



Northwest footing

NOTE: Drawings from 1965 to 1971 were not available to the Structural Engineer at the time of this report.



Cracking brick and CMU on west side

City of St. Francis
Existing Facilities Assessment Report
Step Two
October 31, 2018

EIFS damage



RECOMMENDATIONS

- Repair the top of the damaged northwest footing.
- Tuckpoint the cracked brick and CMU on the west side; monitor for additional settlement after repair.
- Repair the damaged EIFS on the north and east sides.
- Consider adding gutters and downspouts.

BUILDING 1: BOTTLE SHOP / MUNICIPAL LIQUOR STORE

CIVIL / LANDSCAPE

COMMENTS / RECOMMENDATIONS

- Provide Parking stall striping with appropriate handicap and Van Accessible stalls. (See Figure 7.23A below.)
- Limited Entrance Modifications to Bottle Shop to 223rd Street. (See attached *Proposed Road Entrance Modification*.)
- Install lawn irrigation system to entire site.

MECHANICAL

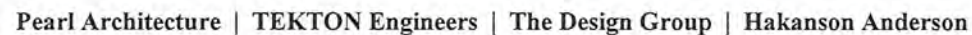
COMMENTS

The original sewer and water services are from 1971 and are approaching the end of their useful operating lives. They should be monitored to insure their continued performance. The rest of the building was substantially upgraded in 2001 with new lighting installed in 2016 and new furnaces with a new water heater installed in the last few years as well.

COST ESTIMATES

Building Addition for Product Storage	\$	122,165
Replace Transaction Counter at Sales Floor	\$	5,580
New Interior Finishes; CT Floor, RR Wall Tile, Wall Paint, Ceilings	\$	54,594
Exterior Landscape Plantings, Shrubs, Shade Trees, Conc. Walks	\$	7,020
Install Lawn Irrigation System	\$	6,874
Modifications for Bottle Shop Site Entrance	\$	26,008
Install Fiber Optics / ZAYO Network to City Hall & Water Tower	\$	45,976
Total Cost of Bottle Shop Recommendations	\$	268,217

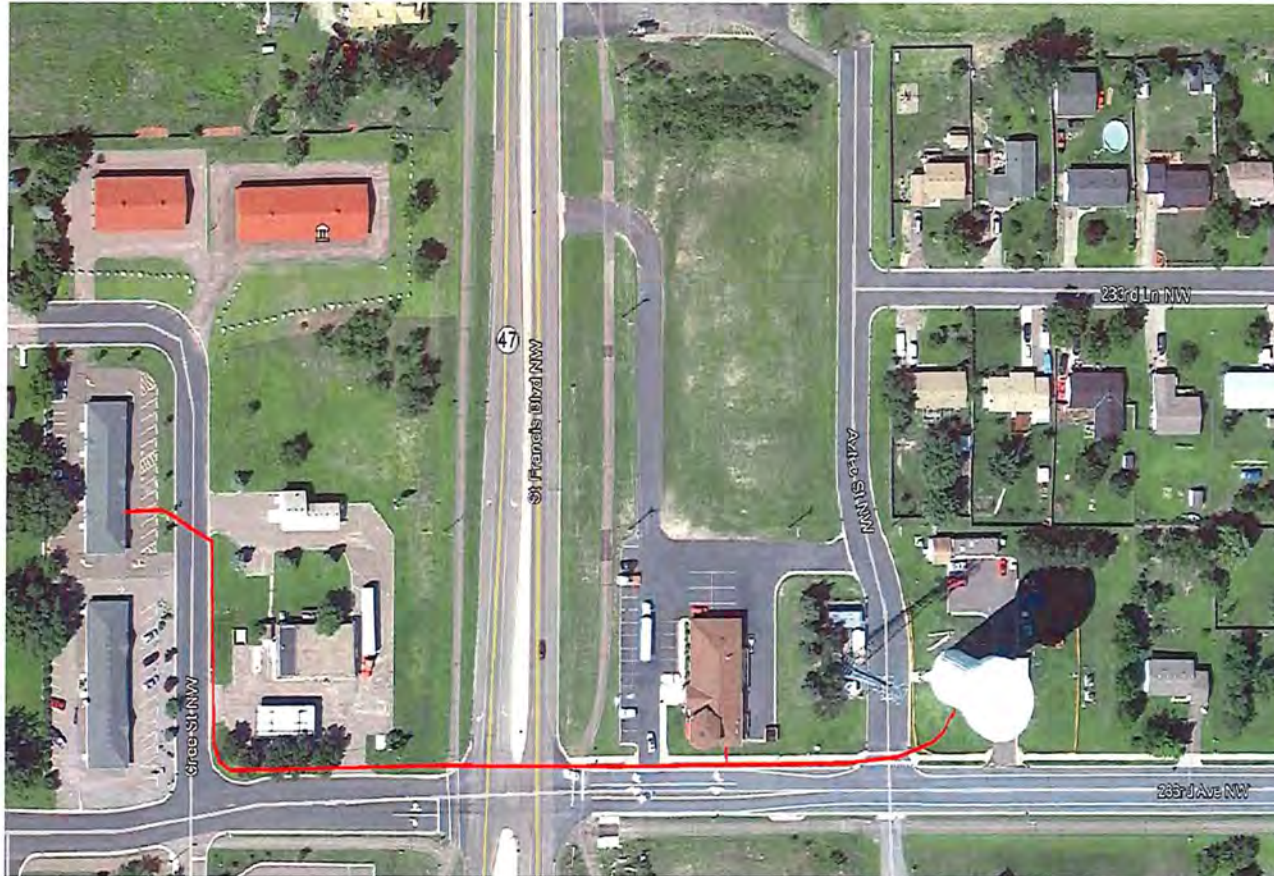




Mar 03, 2019 -- 2:37pm
 C:\ad_and_projects\MSIPAL\JPMW\Gattle Broj Entrance Modification

DATE	REVISION	I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer in the State of Minnesota. DATE 5/3/15 ENGINEER: MELISSA R. LEE, No. 43381	43381 R SLM 43381 R LSR 43381 R SLM	 Hakanson Anderson Civil Engineers and Land Surveyors 3801 Thurston Ave., Anokas, Minnesota 55303 763-427-5960 FAX 763-427-0520 www.hakanson-anderson.com	ENTRANCE MODIFICATIONS ST FRANCIS BOTTLE SHOP	SITE PLAN CITY OF ST. FRANCIS, MINNESOTA	34ET 1 1 34ET 1
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BOTTLE SHOP: PROPOSED FIBER ROUTE



The pathway is estimated at 1,040 feet between an existing telecommunications vault by city hall and the base of the water tower. The constructed conduit pathway would include a vault at the base of the water tower for the fiber entry point, a vault for the connection into the bottle shop, and a third vault at the northwest corner of St. Francis Boulevard and 233RD Ave NW. This last vault would serve as a connection point to any future fiber that may extend north or south of this intersection.

City of St. Francis
Existing Facilities Assessment Report
Step Two
October 31, 2018

BOTTLE SHOP: PROPOSED ROAD ENTRANCE MODIFICATION

ITEM NO.	SPEC NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY		UNIT PRICE	EXTENSION
1	2021	MOBILIZATION	1	LS	\$ 1,000.00	\$ 1,000.00
2	2104	REMOVE CURB & GUTTER	131	LF	\$ 6.00	\$ 786.00
3	2104	REMOVE BITUMINOUS PAVEMENT	73	SY	\$ 5.00	\$ 365.00
4	2104	REMOVE CONCRETE PAVEMENT	53	SY	\$ 6.00	\$ 318.00
5	2104	SAWING CONCRETE PAVEMENT (FULL DEPTH)	20	LF	\$ 10.00	\$ 200.00
6	2014	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	50	LF	\$ 3.00	\$ 150.00
7	2105	COMMON EXCAVATION	50	CY	\$ 15.00	\$ 750.00
8	2221	AGGREGATE BASE CLASS 5	24	TON	\$ 30.00	\$ 720.00
9	2357	BITUMINOUS MATERIAL FOR TACK COAT	5	GAL	\$ 5.00	\$ 25.00
10	2360	TYPE SP 9.5 WEARING COURSE MIXTURE (2.B)	14	TON	\$ 140.00	\$ 1,960.00
11	2360	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2.B)	14	TON	\$ 140.00	\$ 1,960.00
12	2531	CONCRETE CURB AND GUTTER DESIGN B618	170	LF	\$ 25.00	\$ 4,250.00
13	2531	4" CONCRETE WALK	450	SF	\$ 10.00	\$ 4,500.00
14	2531	6" CONCRETE WALK	126	SF	\$ 12.00	\$ 1,512.00
15	2531	8" CONCRETE VALLEY GUTTER	108	SF	\$ 14.00	\$ 1,512.00
16	2574	SELECT TOPSOIL BORROW	10	CY	\$ 50.00	\$ 500.00
17	2575	TURF ESTABLISHMENT (HYDRO SEED)	1	LS	\$ 500.00	\$ 500.00

ESTIMATED CONSTRUCTION COST \$ 21,008.00

ESTIMATED ENGINEERING AND ADMINISTRATIVE \$ 5,000.00

TOTAL ESTIMATED PROJECT COST \$ 26,008.00

Joe Kohlmann

From: Miles Britz <pearl.architecture@gmail.com>
Sent: Tuesday, January 07, 2020 10:22 PM
To: Joe Kohlmann
Subject: Re: Bottle Shop Information
Attachments: St. Francis-Bottle Shop_ 24x16 Proposed Addition_Probable Cost.pdf; St. Francis-Bottle Shop_ 24x30 Proposed Addition_Probable Cost.pdf; St. Francis-Bottle Shop_40x63 Proposed Addition_Probable Cost.pdf; St. Francis-Bottle Shop_40x80 Proposed Addition_Probable Cost.pdf

Caution: This email originated outside our organization; please use caution.

Joe,

I looked over the various pages / attachments you sent. It appears I put together 4 building addition sizes;

- 24' x 16' (384 sq.ft.)
- 24' x 30' (720 sq.ft.)
- 40' x 63' (2,520 sq.ft.)
- 40' x 80' (3,200 sq.ft.)

The marked up drawing indicating 40' x 84' was not my drawing, but the Mayor's. I created the 40' x 80' in response to his.

I have created and attached new Probable Costs spreadsheets for each of these 4 scenarios, each labeled as to their respective size addition. By doing this, you will notice there are some same costs from spreadsheet to spreadsheet ; common to whatever size addition (such as Fiber Optics - ZAYO). The top Hard Costs is pretty much based on the square footage of the addition. This will be the Contractor's cost to build the project.

The bottom half is the Soft Costs; other expenses the City will have to pay for to get the project moving forward and items not covered by the contractors. (I discussed the project size, scope, location with the structural engineer last Spring, and we determined we will not need to have soil borings taken, a savings of about \$5,000 - \$7,000. So I deleted this line item from each spreadsheet).

No, you do NOT have to add \$146,052 to any of these spreadsheets for other interior improvements.

Step 1, Space Needs (page 5) indicated 800 sq. ft. of product storage should be provided for a liquor store of this size. But once the size of the Retail / Sales Area increased, the size of the product storage needs to increase as well. But the 40 x 63 and 40 x 80 layouts are not just additional storage sq. footage, but also Employee Break room, Mech. Equip., Janitors Closet, delivery area, and new Walkin Cooler location.

Use these new spreadsheets along with the floor plan layouts you already have. (never did a 24' x 16' drawing).

Hope these help explain ,

On Tue, Jan 7, 2020 at 5:58 PM Joe Kohlmann <JKohlmann@stfrancismn.org> wrote:

Wiles,

Attached is the information I have with a brief narrative below.

Attachment #1

Cost estimates for a 24' x 16' expansion totaling \$122,165 (384 sq. ft.)

Other interior improvements for \$146,052

Total Improvements = \$268,217

No plans drawn up for the 24' x 16' expansion. Do you have a draft of plans that were created that you could send over?

Attachment #2

Drawings for 24' x 30' (720 sq. ft.)

Drawings for 40' x 63' (2,520 sq. ft.)

No cost estimates for these dimensions - Could we get estimates for these dimensions? Would we also have to add the interior renovations of \$146,052 to these estimates?

Attachment #3

40' x 84' (3,360 sq. ft.)

Cost estimate of \$728,642

Would we need to add \$146,052 for the other interior renovations identified?

Attachment #4



CITY OF ST. FRANCIS, MN
Proposed Addition & Interior Alterations

**PROBABLE
COSTS**

Bottle Shop Addition (24' x 16')

Hard Costs - Construction dollars

* Building Addition (24' x 16')	384 GSF x \$150 / sq.ft. =	\$	57,600
* Strategic Demolition & Temp Shoring (8' x 54')	Not Required		
* New Furnace & Condensing Unit for Addition Sq. Footage	Not Required		
* New Interior Finishes; CT Floor, Carpeting, Wall Paint, Ceilings, Checkout Counter, Restroom wall tile & HC, etc.		\$	22,000
* Exterior Site Improvements / bit. paving, concrete walks, curbs,		\$	20,000
* Exterior Landscaping Plants, Shrubs, Shade Trees		\$	5,600
* Install Lawn Irrigation System		\$	6,874

Construction Cost: \$ 112,074

Project Soft Costs - Owner's Obligations

* Site Topographic - Alta Survey { included within A/E Design Fee }	\$4,550	\$	-
* Soil Borings / Geotechnical Report	Not Required	\$	-
* City Fees / Legal Fees		\$	4,500
* Building Permits / Plan Review Fees		\$	3,153
* FFE (Furniture, Fixtures, Equipment) procurement		\$	-
* Signage Package - Interior		\$	-
* Install Fiber Optics / ZAYO Network to City Hall & Water Tower		\$	45,976
* IT / Technology - Phones, Data Network, Installation costs	TBD	\$	-
* A/E Design Fees		\$	40,000
* Printing - Reimbursables	TBD	\$	3,520
* Construction Contingency at 8%	0.08	\$	8,966

Soft Costs Total : \$ 106,115

**** Does NOT Include Land Purchase Costs**

OVERALL PROJECT BUDGET \$ 218,189



CITY OF ST. FRANCIS, MN
Proposed Addition & Interior Alterations

**PROBABLE
COSTS**

Bottle Shop Addition (24' x 30')

Hard Costs - Construction dollars

* Building Addition (24' x 30')	720 GSF x \$110 / sq.ft. =	\$	79,200
* Strategic Demolition & Temp Shoring (8' x 54')	Not Required		
* New Furnace & Condensing Unit for Addition Sq. Footage		\$	25,000
* New Interior Finishes; CT Floor, Carpeting, Wall Paint, Ceilings, Checkout Counter, Restroom wall tile & HC, etc.		\$	35,000
* Exterior Site Improvements / bit. paving, concrete walks, curbs,		\$	24,000
* Exterior Landscaping Plants, Shrubs, Shade Trees		\$	5,600
* Install Lawn Irrigation System		\$	6,874

Construction Cost: \$ 175,674

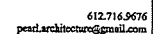
Project Soft Costs - Owner's Obligations

* Site Topographic - Alta Survey	{ included within A/E Design Fee }	\$4,550	\$	-
* Soil Borings / Geotechnical Report	Not Required		\$	-
* City Fees / Legal Fees			\$	4,500
* Building Permits / Plan Review Fees			\$	3,153
* FFE (Furniture, Fixtures, Equipment) procurement			\$	-
* Signage Package - Interior			\$	-
* Install Fiber Optics / ZAYO Network to City Hall & Water Tower			\$	45,976
* IT / Technology - Phones, Data Network, Installation costs	TBD		\$	-
* A/E Design Fees			\$	41,200
* Printing - Reimbursables	TBD		\$	3,520
* Construction Contingency at 8%	0.08		\$	14,054

Soft Costs Total : \$ 112,403

**** Does NOT Include Land Purchase Costs**

OVERALL PROJECT BUDGET \$ 288,077



Project Title:

Map Location:

Note:
Drawings are not to be scaled to obtain dimensions. Contact Pearl Architecture, LLC for omitted or additional dimensions, or those in conflict with actual field measurements.

I hereby certify that this plan, specification or report was prepared by me, or under my direct supervision and that I am a duly Licensed Architect under the laws of the state of Minnesota.

Signature: _____

Printed Name: _____

Date _____ Rep. No. _____

Project Number: _____

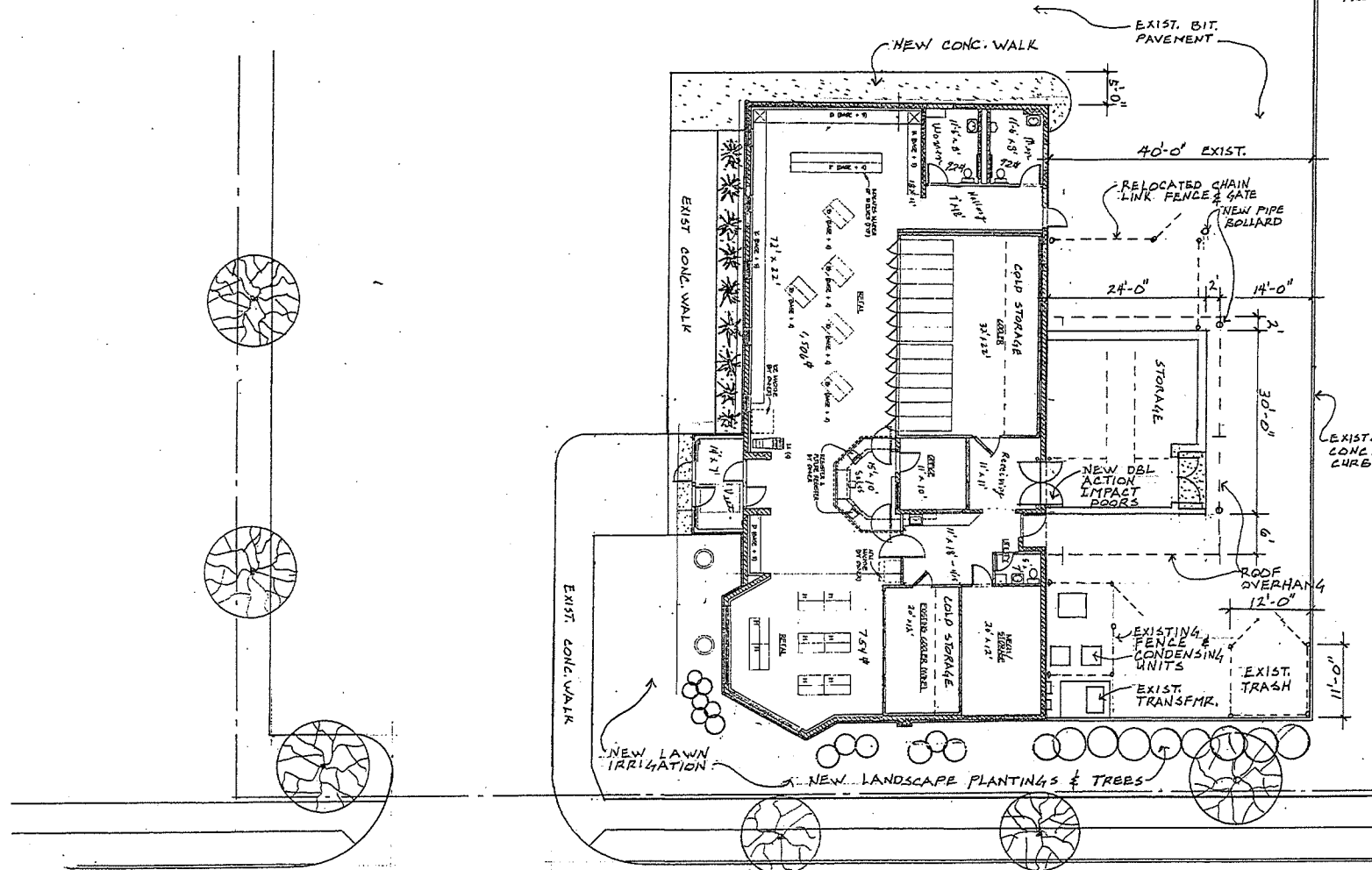
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Checked by: _____

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Sheet Title:

Sheet:





CITY OF ST. FRANCIS, MN
Proposed Addition & Interior Alterations

**PROBABLE
COSTS**

Bottle Shop Addition (40' x 63')

Hard Costs - Construction dollars

* Building Addition (40' x 63')	2,520 GSF x \$110 / sq.ft. =	\$	277,200
* Strategic Demolition & Temp Shoring (8' x 54')	432 SF x \$135 / sq.ft. =	\$	58,320
* New Furnace & Condensing Unit for Addition Sq. Footage		\$	25,000
* New Interior Finishes; CT Floor, Carpeting, Wall Paint, Ceilings, Checkout Counter, Restroom wall tile & HC, etc.		\$	72,400
* Exterior Site Improvements / bit. paving, concrete walks, curbs,		\$	24,000
* Exterior Landscaping Plants, Shrubs, Shade Trees		\$	5,600
* Install Lawn Irrigation System		\$	6,874

Construction Cost: \$ 469,394

Project Soft Costs - Owner's Obligations

* Site Topographic - Alta Survey { included within A/E Design Fee }	\$4,550	\$	-
* Soil Borings / Geotechnical Report	Not Required	\$	-
* City Fees / Legal Fees		\$	4,500
* Building Permits / Plan Review Fees		\$	3,153
* FFE (Furniture, Fixtures, Equipment) procurement		\$	-
* Signage Package - Interior		\$	-
* Install Fiber Optics / ZAYO Network to City Hall & Water Tower		\$	45,976
* IT / Technology - Phones, Data Network, Installation costs	TBD	\$	-
* A/E Design Fees		\$	68,880
* Printing - Reimbursables	TBD	\$	3,520
* Construction Contingency at 10%	0.10	\$	46,939

Soft Costs Total : \$ 172,968

**** Does NOT Include Land Purchase Costs**

OVERALL PROJECT BUDGET \$ 642,362

Project Title:

Map Location:

Revisions:

Rev. #	Date	Approved By

Note:

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I hereby certify that this plan, specification or report was prepared by me, or under my direct supervision and that I am a duly Licensed Architect under the laws of the state of Wisconsin.

Signature: _____

Printed Name: _____

Date: _____ Reg. No.: _____

Project Number: _____

Date: _____

Drawn By: _____

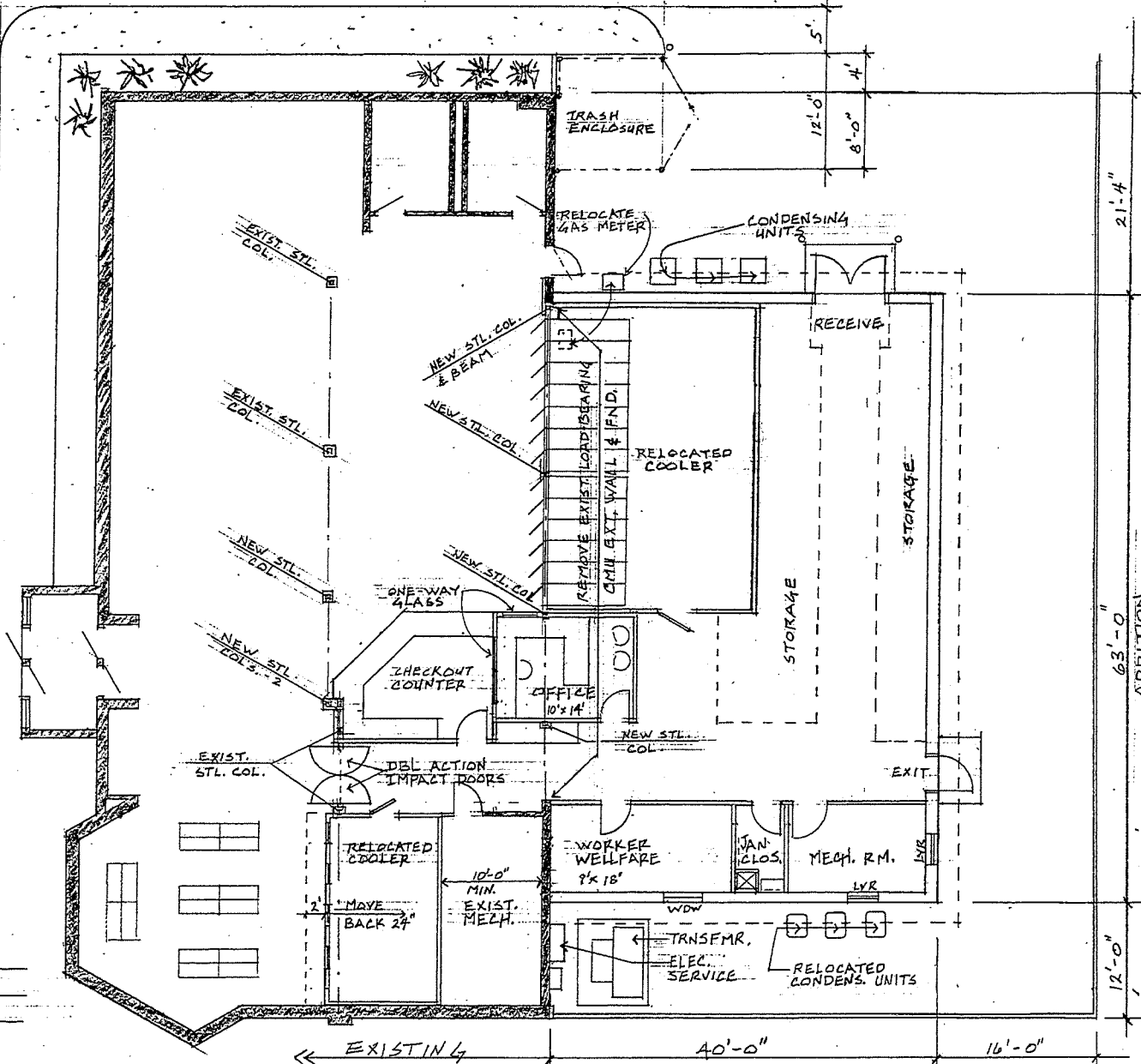
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Copyright: 2012

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Sheet:

BOTTLE SHOP
3/32" = 1'-0"





CITY OF ST. FRANCIS, MN
Proposed Addition & Interior Alterations

**PROBABLE
COSTS**

Bottle Shop Addition (40' x 80')

Hard Costs - Construction dollars

* Building Addition (40' x 80')	3,200 GSF x \$110 / sq.ft. =	\$	352,000
* Strategic Demolition & Temp Shoring (8' x 54')	432 SF x \$135 / sq.ft. =	\$	58,320
* New Furnace & Condensing Unit for Addition Sq. Footage		\$	25,000
* New Interior Finishes; CT Floor, Carpeting, Wall Paint, Ceilings, Checkout Counter, Restroom wall tile & HC, etc.		\$	72,400
* Exterior Site Improvements / bit. paving, concrete walks, curbs,		\$	24,000
* Exterior Landscaping Plants, Shrubs, Shade Trees		\$	5,600
* Install Lawn Irrigation System		\$	6,874

Construction Cost: \$ 544,194

Project Soft Costs - Owner's Obligations

* Site Topographic - Alta Survey	{ included within A/E Design Fee }	\$4,550	\$	-
* Soil Borings / Geotechnical Report	Not Required		\$	-
* City Fees / Legal Fees			\$	4,500
* Building Permits / Plan Review Fees			\$	3,153
* FFE (Furniture, Fixtures, Equipment) procurement			\$	-
* Signage Package - Interior			\$	-
* Install Fiber Optics / ZAYO Network to City Hall & Water Tower			\$	45,976
* IT / Technology - Phones, Data Network, Installation costs	TBD		\$	-
* A/E Design Fees			\$	72,880
* Printing - Reimbursables	TBD		\$	3,520
* Construction Contingency at 10%	0.10		\$	54,419

Soft Costs Total : \$ 184,448

**** Does NOT Include Land Purchase Costs**

OVERALL PROJECT BUDGET \$ 728,642

Joe Kohlmann

From: Miles Britz <pearl.architecture@gmail.com>
Sent: Thursday, March 28, 2019 4:37 PM
To: Steve Feldman; Paul Teicher; Joe Kohlmann
Subject: Re: St. Francis Liquor Muni
Attachments: Bottle Shop Proposed Addition 3-28-19.pdf; Bottle Shop Proposed Add - Roof Plan 3-28-19.pdf; St. Francis-Bottle Shop_Proposed Addition_Probable Cost - Revised.pdf

Hi Guys,

I looked at your proposed Larger addition of 40' x 84'. There would be a problem of the new flat roof intersecting with the existing sloped roof, so I propose a slightly different size.

40' x 80'; setting the addition back 4' would allow the new flat roof to abut the existing sloped roof and have the new roof parapet build up onto the existing roof without conflict (extending beyond the diagonal roof ridge at northeast corner. (See attached Roof Plan)

Also helps create a good setback for the Trash Enclosure, so it doesn't extend beyond the curb & sidewalk line.

The new MN State Energy Code now requires 12" of roof insulation, with the tapered insul to create slope at 1/4" / ft. I divided the roof area into 3 sections to keep the added tapered insul. to a minimum; 3.4" on top of the 12" base layer = 15.4" of roof insulation at the high points (H). (L = 12" base layer insul.) This all needs to fall below the existing sloped roof, where I indicate the existing roof overhang to be cutoff & removed. By dividing into 3 roof sections, this means 3 Roof Scuppers to drain the roof rainwater.

Scuppers with collection box leaders & downspouts to grade.

See both Revised Floor Plan & new Roof Plan layouts as I see it working out. 40' x 80' still equates to a large 3,200 Sq. Ft. addition.

Let me know your thoughts.

On Wed, Mar 27, 2019 at 5:27 PM Steve Feldman <SFeldman@stfrancismn.org> wrote:

Hi Miles,

Here is the idea I mentioned to you about the addition to our liquor muni. Please look it over and let me know the feasibility of it.

Thanks,

Project Title:

ST. FRANIS
BOTTLE SHOP
ADDITION

Map Location:

40' x 80'
3,200 SQ. FT.

4,585 S.F. EXIST.
3,200 S.F. ADD.
7,785 TOTAL

3/28/19

Revisions:

Rev.	#	Date	Approved By

Note:

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I hereby certify that this plan specification or report was prepared by me, or under my direct supervision and that I am a duly Licensed Architect under the laws of the state of Minnesota.

Signature: _____

Printed Name: _____

Date: _____ Reg. No. _____

Project Number: _____

Drawn By: _____

Checked By: _____

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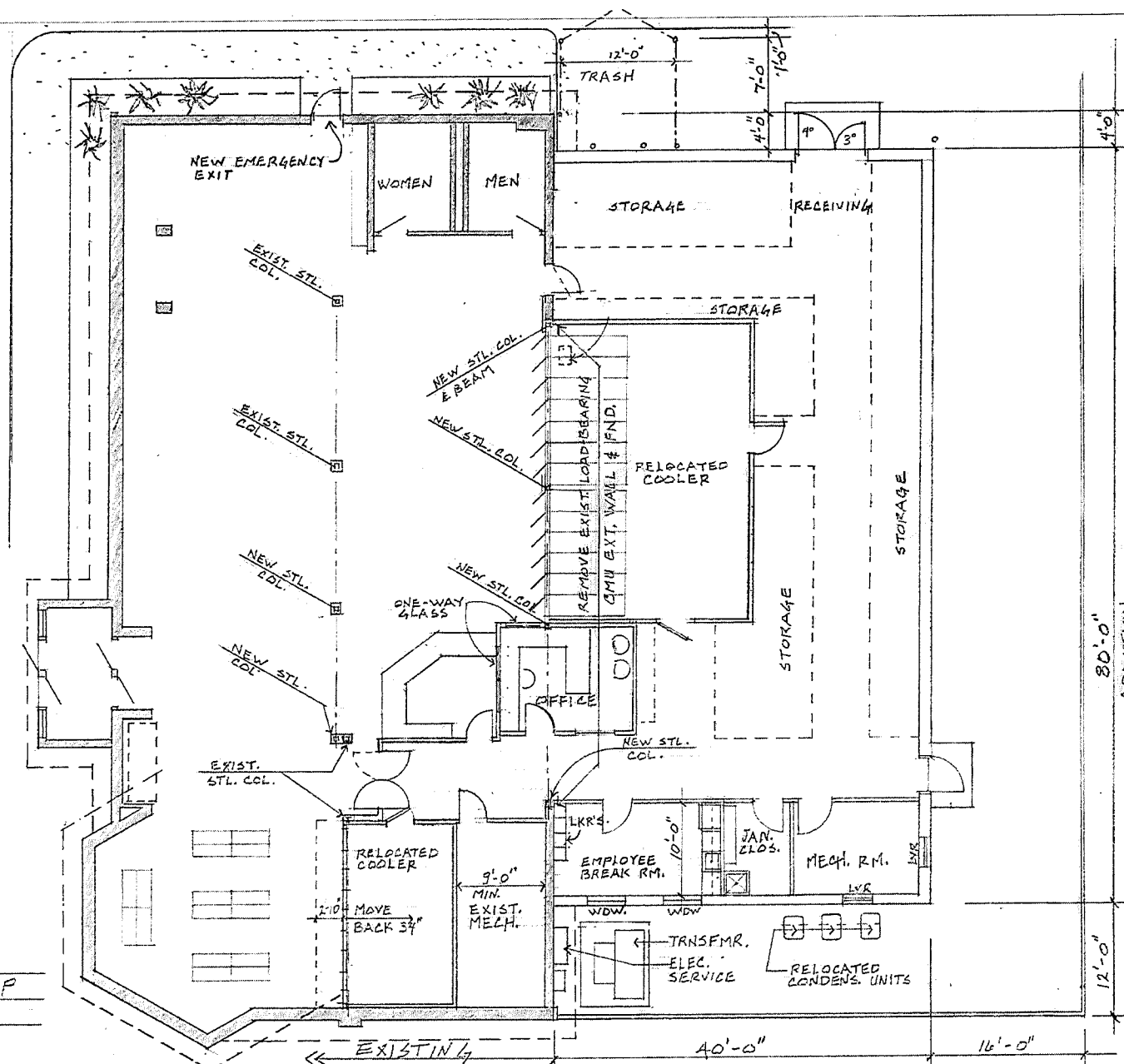
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BOTTLE SHOP

3/32" = 1'-0"



Project Title:
**ST. FRANCIS
BOTTLE SHOP
ADDITION**

Map Location:

3/28/19

Revisions:

Rev. #	Date	Approved By
PRELIMINARY PLANS		

Note:
Drawings are not to be relied upon for construction. Contact Pearl Architecture, LLC for details or additional dimensions, or those in conflict with actual field measurements.

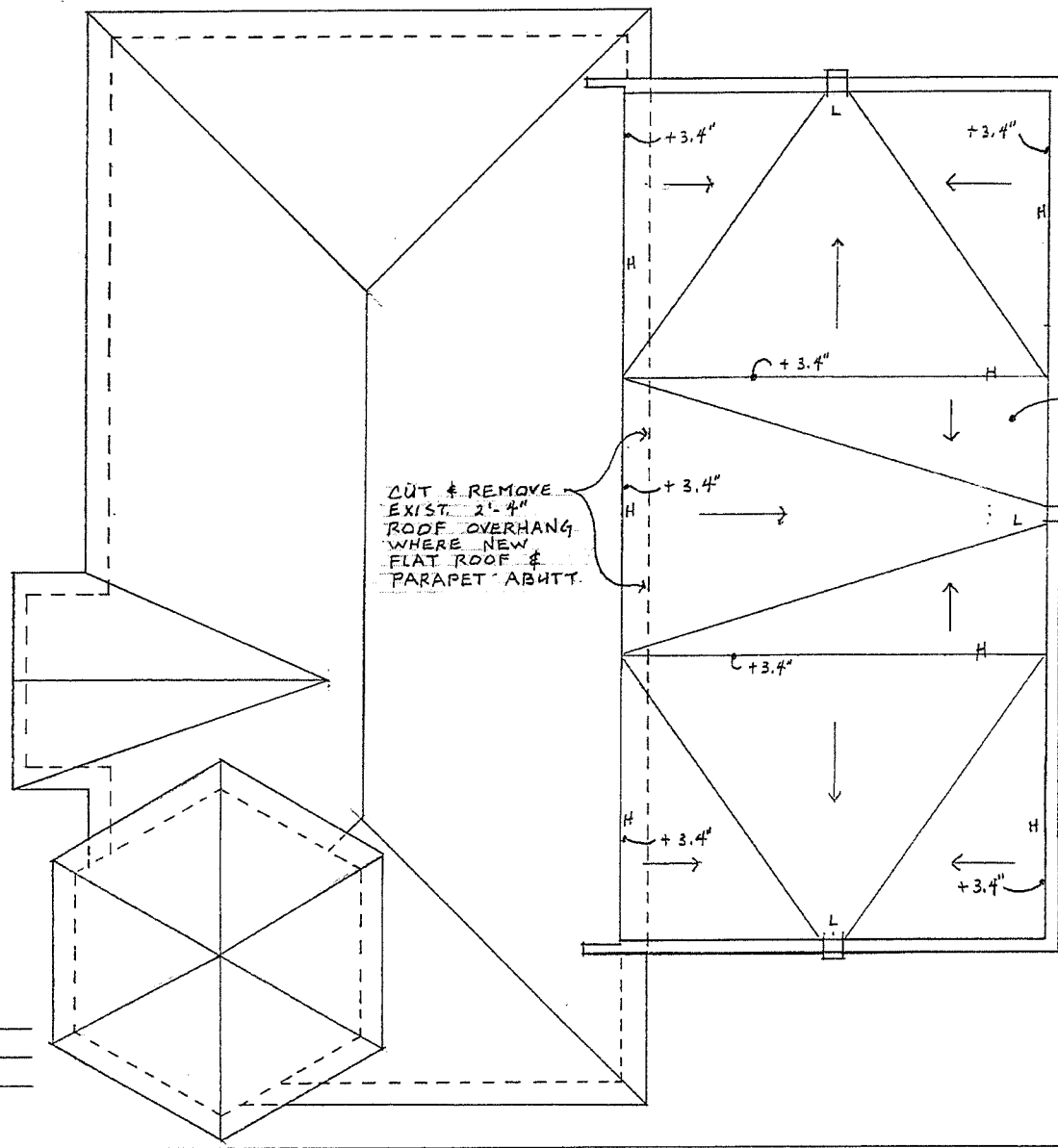
I hereby certify that the plan, specification or report was prepared by me, or under my direct supervision and that I am a duly Licensed Architect under the laws of the state of Minnesota.

Signature: _____
Printed Name: _____
Date: _____ Reg. No.: _____

Project Number: _____
Drawn By: _____
Checked By: _____
Copyright: 2012

Sheet Title:
-

Sheet:



ROOF PLAN
BOTTLE SHOP
 $\frac{3}{32}'' = 1'-0''$

**WORKSESSION
AGENDA REPORT**

Agenda Item #

3

TO: Joe Kohlmann, City Administrator
FROM: Kate Thunstrom, Community Development Director
SUBJECT: Rivers Edge Development
DATE: January 15, 2020

Since the DNR variance request was denied, the Rivers Edge Development lost 60 of the originally proposed 220 units. This is a loss of about 27% of the units. Since the economics of the project have changed drastically, the developer wants renegotiate "terms". The points of negotiation are: sale of city property, sewer access charge, park fees/development, and Letter of Credit required. Staff believes a good compromise is to accept the offer on city land, hold firm on the Sewer Access Charge, and adjust the Letter of Credit required to move forward- as outlined below. It should be noted that since this projected has been minimally platted, the developer could potentially abandon the future phases of the project.

ITEMS TO BE DICUSSED:**1. Sale of property (2.5 acres) to development.**

- *Staff has received a purchase agreement for the parcel located on the northwest corner of Rum River Blvd and 236th*
- *City received the property from Anoka County in exchange for other project areas.*
- *City has no use of the land, accepting the offer moves the project forward*
- *Legal Council has reviewed and edited the purchase agreement and revisions have been forwarded to buyer for review.*
- *Property will be absorbed into the development and subdivided for villa lots*

Staff is requesting direction to bring Purchase Agreement through Planning Commission and Council for acceptance. A resolution will be brought to Council authorizing Joe Kohlmann signatory rights.

2. Trunk Water and Sewer Fee

- *2006 a development of 197 single family homes was approved on the full 90 acres.*

- *The City installed the trunk lines to accommodate the expansion of this development. Cost to the City was \$389,040. This development failed and the costs were not satisfied.*
- *In 2017 LakeTown Homes acquired the development, obtained Concept approval of 220 homes, and agreed to satisfy the cost.*
- *Developer is requesting that a portion of the cost remain on the proposed Outlot in the DNR district for possible future development.*

Staff is requesting direction from Council if they will require the full cost be paid on development planned or if Council will allow a portion of the costs to remain on the Outlot in the event the property is able to be developed.

3. Park: Build park and accept trail

- *Phase 1 of the development provided the City with property to build an area park.*
- *Park area meets that identified in 2015 Park Plan and Comprehensive Plan*
- *Parks within a development promote and encourage sales*
- *HKGi created a park design. Also provided are cost estimates for discussion purposes. Actual costs would be obtained through a bid process, Council previously reviewed in March 2019.*
- *Anoka County completed the amended the Park Plan to include a trail system along the river.*
- *Park Dedication fund balance as of 12/31/2019 is \$290,000*
- *Additional funding through Platting of additional lots, estimated balance of \$193,701, plus funds from the sale of property could be applied towards park.*

Staff is requesting direction to move forward on the bid process of the park for a summer or fall build.

4. Letter of Credit (LOC)

- *Developers, including this one, have identified concerns with the 150% level of credit the City requires by Code.*
- *After the housing market crash, the ability for developers to obtain high LOC has become more difficult*
- *Developer identifies this as one issue that prevents larger final plats from moving forward.*
- *After a review of thirteen cities, staff found that the 150% is higher than most. Part of this is due to what items of infrastructure are included in the security.*
- *Many cities are at 125% and as low as 100%.*
- *Securities are collected at the time of the Development Agreement and Final Plat.*

Staff is requesting a direction to update the 150% Code but include additional language to allow flexibility to work with developers. Staff proposes the following changes to Code "The deposit amount shall be equal to one hundred fifty (150) percent, or as otherwise determined by Council, of the Engineers estimate".

This will provide a set standard and to allow Council the flexibility when it comes to developments that may require a different structure.

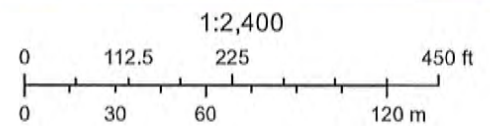
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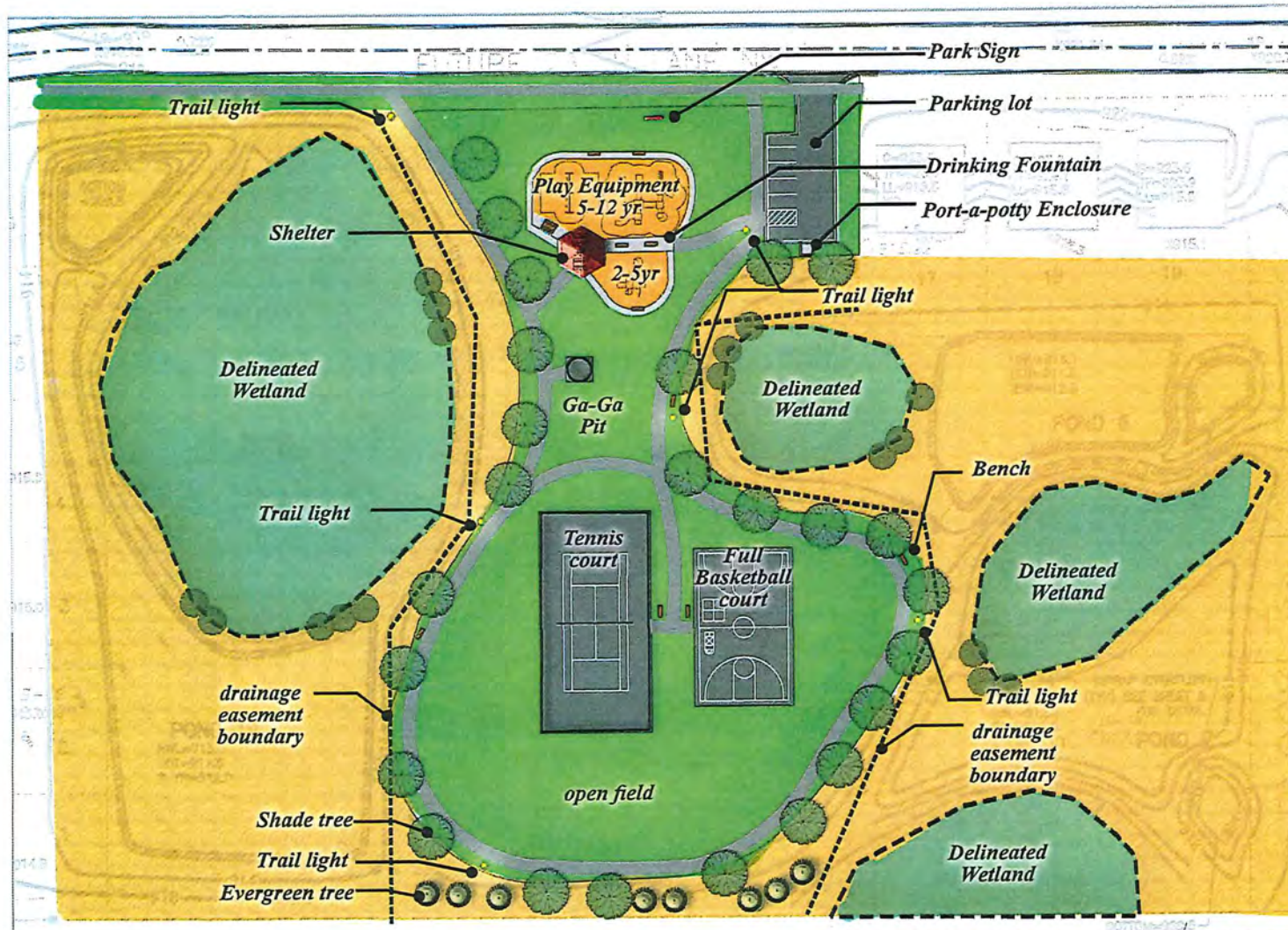
- Photo of lot to be sold
- Rivers Edge Neighborhood Park, Mater Plan and Cost Estimates
- Anoka County Trail Realignment

Anoka County, MN



January 7, 2020





PARK FEATURES :

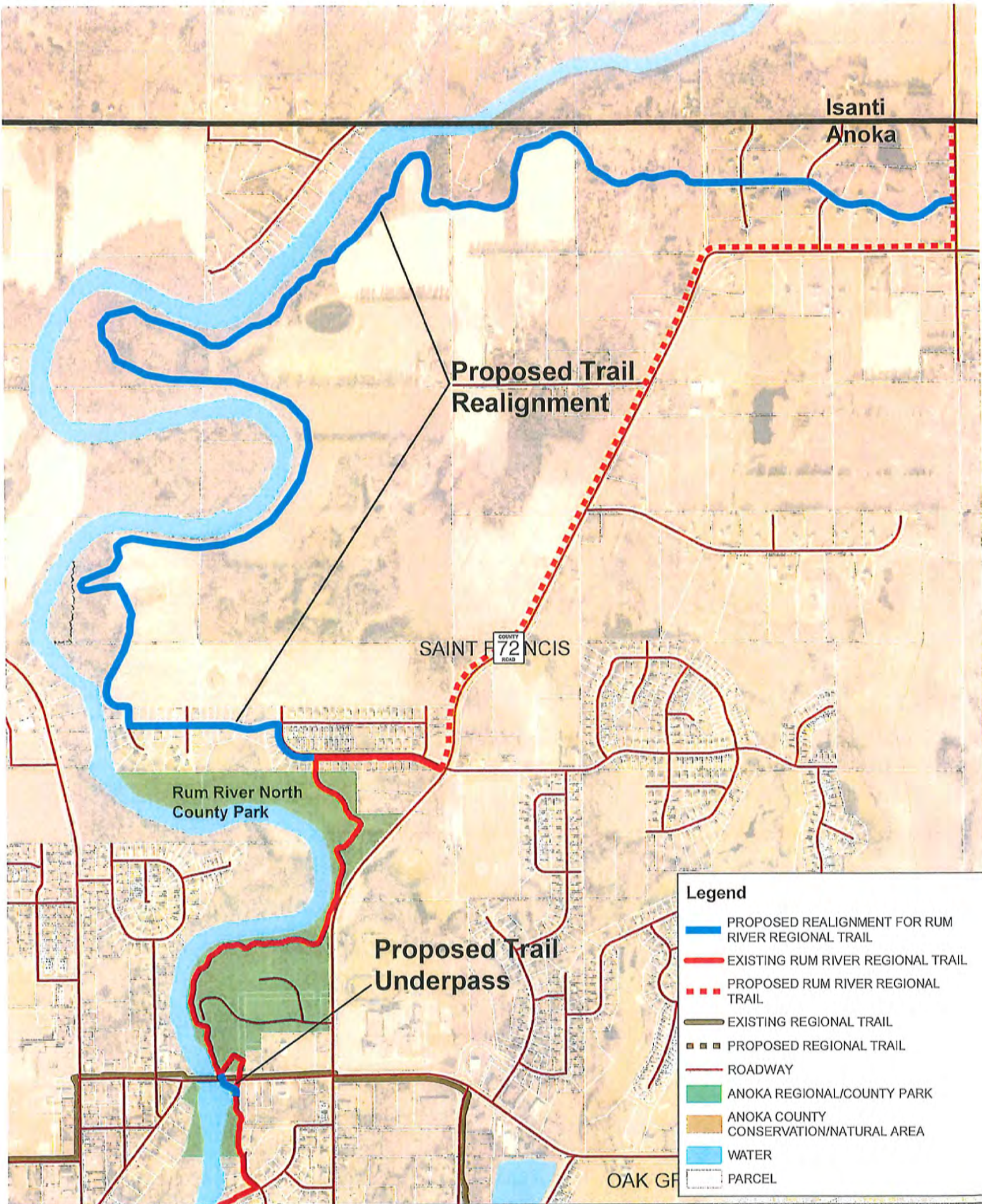
- 6 stall parking lot (with ADA stall)
- Play Equipment (2-5 yrs, 5-12 yrs swings)
- Open Picnic Shelter with concrete pad
- Park benches, picnic tables, trash receptacles
- Drinking fountain
- Port-a-potty enclosure and concrete pad
- Trail lighting
- Park sign
- Bituminous trail loop
- Full Court Basketball court and hoops
- Single Tennis Court, fenced
- Shade trees
- Evergreen trees
- Open field area
- Ga-ga pit

Rivers Edge Neighborhood Park Master Plan City of Saint Francis, Minnesota

DRAFT 12.14.15



Rivers Edge Park Development						
Saint Francis, Minnesota						
12.14.18						
conceptual estimate only- actual pending material choices , soil conditions, bidding enviroment						
Description	Qty.	Unit	Unit price	Totals	notes	
Mobilizaton, permitting, survey staking	1	LS	\$ 5,000.00	\$ 5,000.00		
Erosion control	2,300	LF	\$ 2.00	\$ 4,600.00		
General Site Grading	1	LS	\$ 15,000.00	\$ 15,000.00		
Bituminous Parking lot and drive	3,200	SF	\$ 6.00	\$ 19,200.00		
B612 Curb & Gutter	250	LF	\$ 50.00	\$ 12,500.00		
Parking stormwater allowance	1	LS	\$ 10,000.00	\$ 10,000.00		
Parking lot striping /signing	1	LS	\$ 3,000.00	\$ 3,000.00		
8ft bitumious trail	1,500	LF	\$ 20.00	\$ 30,000.00		
(road trail/sidewalk not included)						
Playground equipment allowance	1	LS	\$ 100,000.00	\$ 100,000.00		
Playground drainage	1	LS	\$ 1,500.00	\$ 1,500.00		
Playground surfacing - engineered wood	5,050	SF	\$ 0.50	\$ 2,525.00		
Concrete walk / playground edging	1,600	SF	\$ 10.00	\$ 16,000.00		
Shelter -25ft	1	LS	\$ 30,000.00	\$ 30,000.00	future addition	
Shelter footings and concrete slab	1	LS	\$ 5,000.00	\$ 5,000.00	future addition	
Portapotty walls and conc pad	1	EA	\$ 5,000.00	\$ 5,000.00		
Drinking fountain	1	EA	\$ 20,000.00	\$ 20,000.00	\$ depends on water tap	
Trail Lighting	7	EA	\$ 4,000.00	\$ 28,000.00		
Bituminous Full BB court - 2 hoops (no surfacing /fencing)	1	LS	\$ 30,000.00	\$ 30,000.00	less if good soils	
Fencing around Full Basketball court	1	LS	\$ 15,000.00	\$ 15,000.00		
Tennis court, nets - single, 10ft fencing (no surfacing)	1	LS	\$ 45,000.00	\$ 45,000.00	less if good soils	
Ga Ga Pit fencing	1	LS	\$ 6,000.00	\$ 6,000.00	future addition	
Ga Ga Pit bituminous pavement and base	220	SF	\$ 5.00	\$ 1,100.00	future addition	
Bench and concrete pad	10	EA	\$ 2,000.00	\$ 20,000.00		
Picnic tables	3	EA	\$ 2,000.00	\$ 6,000.00		
Trash receptacle	2	EA	\$ 800.00	\$ 1,600.00		
Park sign	1	EA	\$ 3,000.00	\$ 3,000.00		
Deciduous tree - 2" caliper	25	EA	\$ 400.00	\$ 10,000.00	could be reduced	
Evergreen tree - 6ft ht	8	EA	\$ 300.00	\$ 2,400.00	could be reduced	
Turf establishment / seeding	8,500.0	SF	\$ 0.75	\$ 6,375.00		
Wildlife enhancement - shrubs	18	EA	\$ 50.00	\$ 900.00	could be reduced	
Prairie / wetland seeding	3.5	AC	\$ 2,000.00	\$ 7,000.00	as part of drainage easment?	



**Rum River Regional Trail
Master Plan Amendment
Proposed Trail Realignment**

0 1,000 2,000 Feet

N
Date: 03/20/2024

WORKSESSION
AGENDA REPORT

Agenda Item #

4

TO: Joe Kohlmann, City Administrator
FROM: Kate Thunstrom, Community Development Director
SUBJECT: Highway 47
DATE: January 15, 2020

ITEMS TO BE DISCUSSED:

As the Hwy 47 project moves forward the next step of city involvement is needed. As MnDOT moves forward with the four intersections as roundabouts, it is important that the City continue to encourage the vision and priorities at points between the intersections. Through public meetings, the priorities of the City were found to be:

- Maintain and enhance business vitality
- Tighten the corridor to make it easier to cross on foot
- Create an inviting corridor rather than a pass through
- Add character so people recognize they are in St. Francis

NEXT STEPS:

There are three steps to the next phase including:

1. Road placement.

City has the ability to request the road be on the east or west side.

- City has a clean slate and will make an impact to the corridor through design of the space between the intersections (cross sections).
- Shifting the road to the East; creates room for future commercial development, adds space to existing vacant parcels and Mansetti's, with a potential impact of pushing the road away from store fronts.
- Shifting the road to the West; provides more recreational space for the school and for the City park, keeps road close to stores, with an impact of not being developable land in the future

What is Council's immediate reaction and comments? From there - Staff, working with HKGi and local businesses will collect information and feedback to report back to Council for further discussion.

2. Cross Section Preference

- Current Right of Way is 250 foot wide, with a median width 45 feet.
- Options going forward will include slimmer designs to narrow road for foot crossing safety.
- Minimum design of cross sections is a concrete median and roundabouts to resemble Bridge Street.
- City has opportunity to provide input on the median and roundabout look and feel.
 - Design will come by the overall width (20', 8', 4')
 - Look will come from plantings and placement
 - Enhanced design requires a level of cost sharing
 - Design team will be created, at a future date

Design elements that get us to the priorities identified include lighting, landscaping in the median and the roundabouts, wayfinding and signage, banners, baskets and seasonal opportunities and items to consider such as pavement choices.

3. Cost Participation

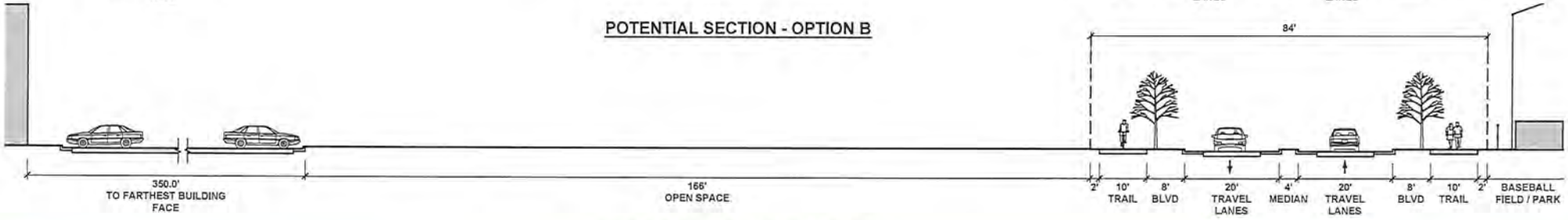
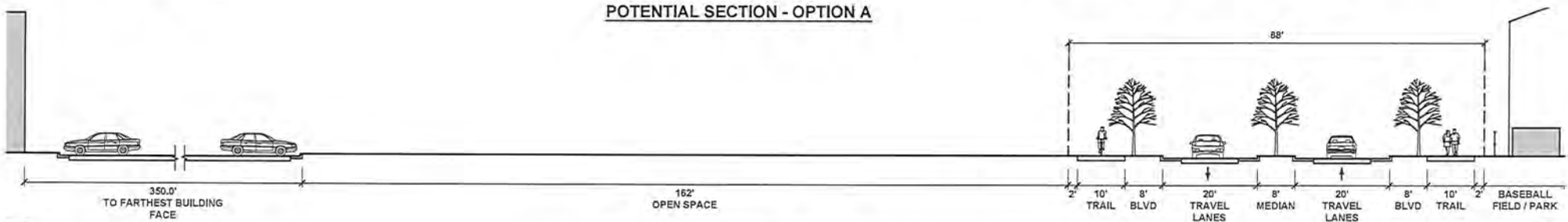
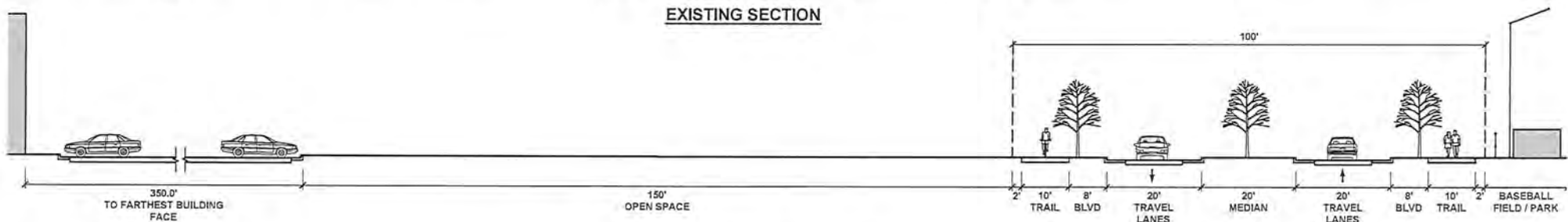
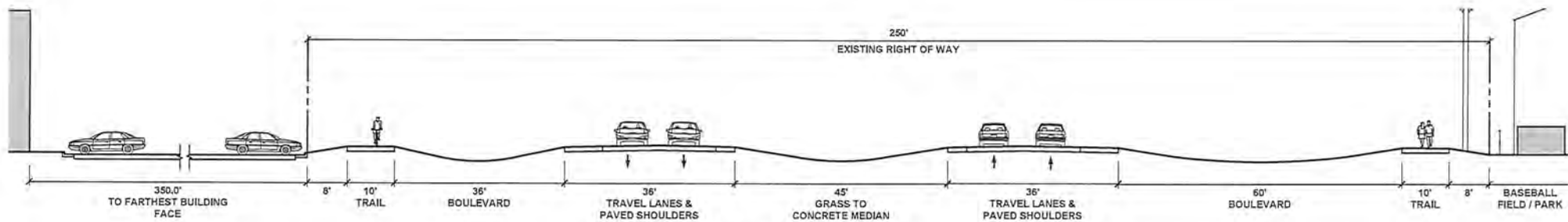
- Immediate
 - Work with HKGi to represent the City on design concepts and determine
- Grant Applications
 - MnDOT/Kimley Horn will prepare grant applications with Highway Safety Improvement Program and Safe Routes
 - The City will need to be the application for Pederson and 233rd
 - The County will be the applicant for Ambassador
- City direct cost participation
 - Amount to be determined through cost share agreements
 - Cost to be shared determined by design and aesthetics selected.

MnDOT	Minimum or Basic costs provide:
Does:	• Include lights at intersections with stand poles to ensure intersections are well-lit • Requires a 10' boulevard for snow, but may go down to 8' • Design accounts for utilities that require space in ROW, including drainage and stormwater • Concrete median • Mows grass median only a couple times per year
Does Not:	• Maintain any trees or planters • Clear snow on trails or sidewalks



ATTACHMENTS:

- Cross Section width showing existing and three possible concepts
- Photos of existing, minimum standards, 20'-8' and 4' median designs



POTENTIAL SECTION - OPTION C





Existing



minimum standard



20' median



8' median



4' median

**City Council
AGENDA REPORT**
Agenda Item #
5

TO: Mayor & City Council
FROM: Joe Kohlmann, City Administrator
SUBJECT: Public Works Director Position
DATE: January 15th, 2020

OVERVIEW

City Staff is holding interviews on Monday January 13th to interview the 7 applicants for the position. The interview panel will consist of the City Administrator, Police Chief, both Public Works Supervisors, and the City Clerk/HR Coordinator.

Staff plans on narrowing down the applicant pool to a more manageable number. Staff wants to determine level of Council participation, if any, for the final interviews.

Items for discussion:

Discuss a date to hold final interviews and provide staff with direction.