

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

CITY HALL
23340 CREE STREET NW
Work Session Agenda
SEPTEMBER 24, 2019
5:30 PM

1. Roll Call
2. Norhill Estates
3. Nuisance Property
4. Drake Street
5. City Buildings Discussion
6. Adjournment

TO: Joe Kohlmann, City Administrator
FROM: Kate Thunstrom, Community Development Director
SUBJECT: Norhill Estates Subdivision – Request for Assistance
DATE: September 24, 2019

OVERVIEW

Staff has been contacted by several residents of the Norhill Estates Subdivision regarding issues with a neighboring property. The property located directly north (24542 Verdin St, Athens Township) of this subdivision has been granted a Conditional Use Permit (CUP) by Athens Township. The CUP was granted without consideration of the residential properties within St. Francis. The following highlights the understanding of the situation by Staff:

- Original CUP granted, 2016. Norhill residents were not notified of the land use application, although within the 350' required by Statute.
- The original property was combined with a second property in 2018 to create the size it is today.
- Property owner requested to Amend the CUP, to include camping
- Norhill residents were notified of Amendment and attended the Public Hearing sharing concerns of potential noise and lack of restrictions around camping.
- Norhill's public hearing comments were not considered for the CUP and throughout the CUP it is clear that property within St. Francis was not considered in the planning approvals.
- CUP identifies a plan, however the site plan has not been produced by the Township when requested by residents.
- The Township's Planning firm who completed this land use application has resigned.
- Isanti County has identified to residents they do not enforce Athens Township Ordinances
- Residents have tried working with the property owners, the Township and County. Currently the property owner is on the Township Board and Planning Commission.
- Property owner may have threatened retaliation against the residents in Norhill if they do not back off from their attempts to correct the unrestricted noise and camping allowed within the CUP.



Residents have expressed that it is not their intent to prevent the business from its intended use but request assistance in addressing noise issues. Music from this business continues into the night at levels that are affecting the residential neighborhood. This property is creating a nuisance in the area for the affected subdivision.

ITEMS TO BE DISCUSSED:

Support for the Norhill Estates families
Letter of support by Council to encourage Township and County to address noise concerns.

POTENTIAL BUDGET:

None

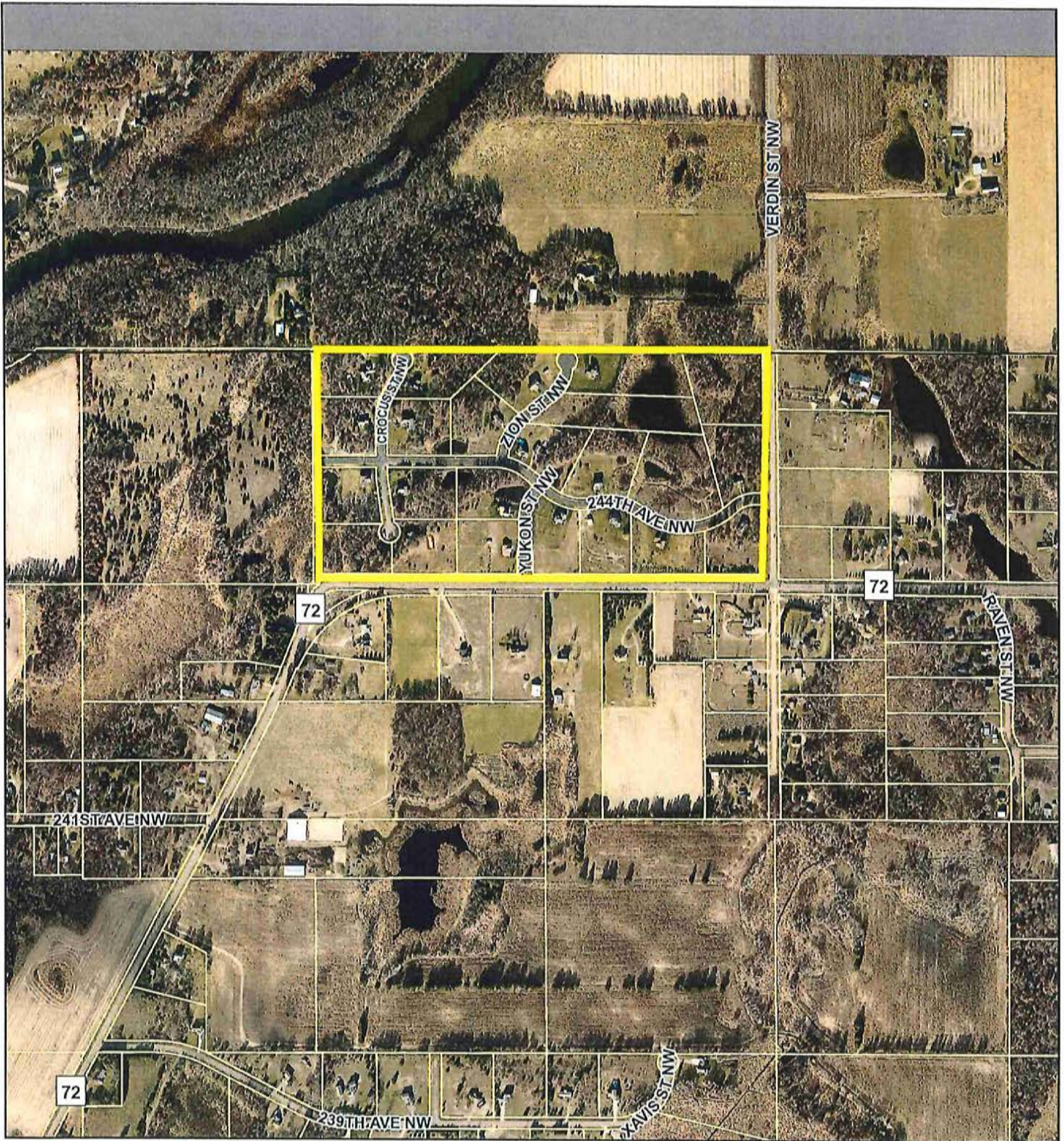
ATTACHMENTS:

- Letter from residents of Norhill Estates Subdivision, signed
- Site map of subdivision identifying
 - Location within the City
 - Properties affected
 - Distance of properties from area of concern
- Copy of CUP for 24542 Verdin St NW, Athens Township

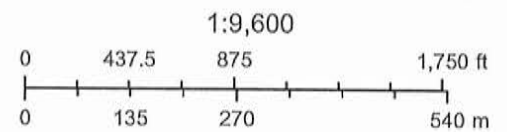
We/I wish to ask the St. Francis city council for assistance in finding a way to curtail the excessive noise we are subjected to in the Norhill Estates subdivision of St. Francis that is generated by events held at 24542 Verdin Street Northwest, Athens. The property possesses a Rural Tourism Conditional Use Permit issued by the township of Athens and the music played during events can be plainly heard all evening and often up to midnight. The music, DJ, and crowd noise is often enough to make many of us have to close our windows on summer evenings.

[illegible]

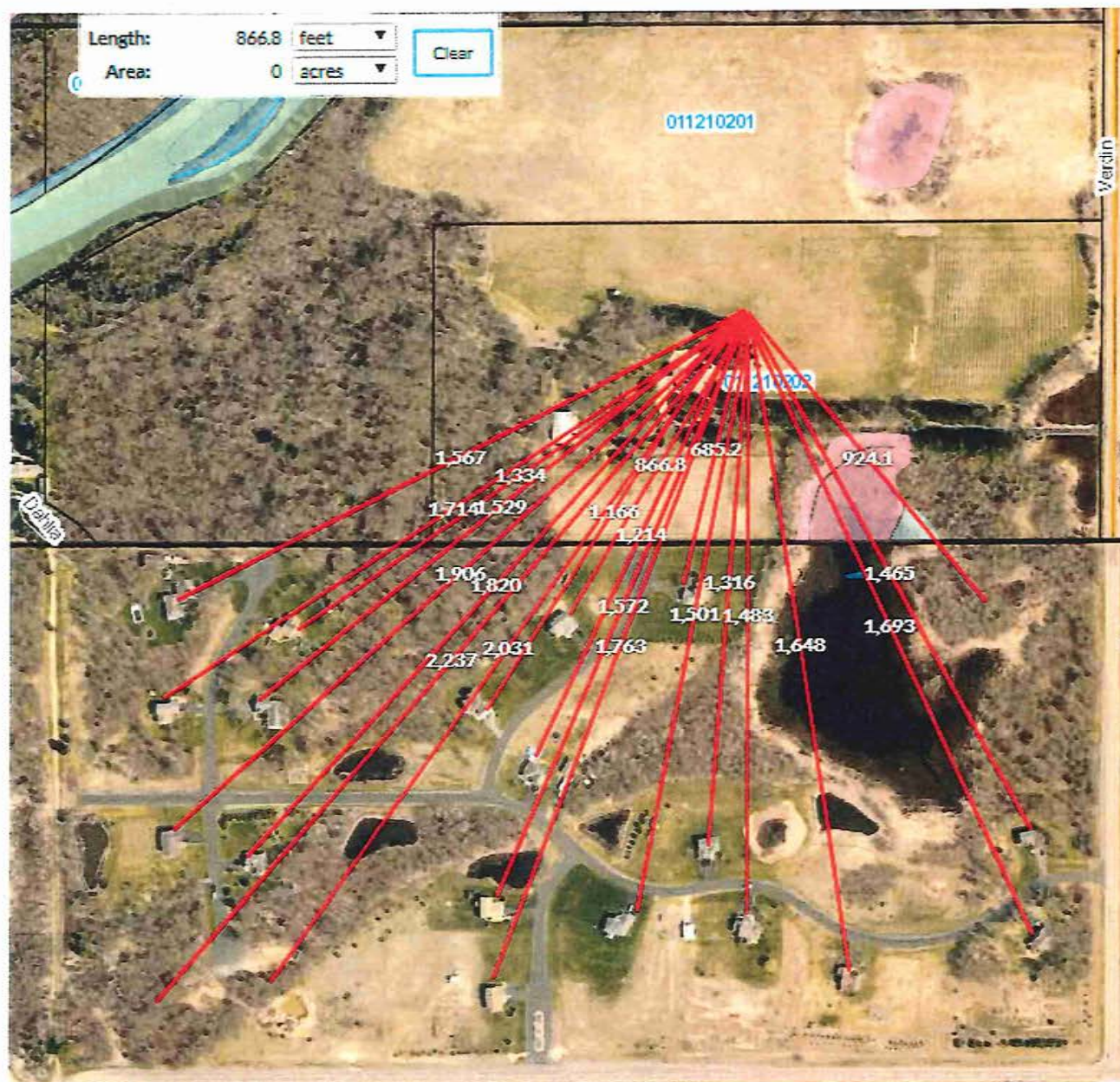
Norhill Estates Subdivision



September 19, 2019







**TOWN OF ATHENS
COUNTY OF ISANTI
STATE OF MINNESOTA**

RESOLUTION NO. 2019-03

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT
FOR DAVID AND KATHY BECKSTROM
LOCATED AT 24542 VERDIN STREET NORTHWEST
WITHIN THE TOWN OF ATHENS**

WHEREAS, the applicants, David and Kathy Beckstrom, are requesting a conditional use permit to allow a Rural Tourism Business on property located at 24542 Verdin Street Northwest, Isanti, Minnesota, and legally described as follows:

The South Half of the Southeast Quarter of Section 21, Township 34, Range 24, Isanti County, Minnesota, excepting therefrom the following described tract of land,

Beginning at the Southwest corner of the Southwest Quarter of said Southeast Quarter of Section 21, Township 34, Range 24, Isanti County, Minnesota; thence North on the West line of said Southwest Quarter of the Southeast Quarter a distance of 33.00 feet; thence in a Southeasterly direction to a point on the South line of said Southwest Quarter of the Southeast Quarter, distant 33.00 feet East from said Southwest corner thereof; thence due West on said South line a distance of 33.00 feet to the point of beginning.

WHEREAS, the Town Code allows a Rural Tourism Business with a conditional use permit under Section 20-9 Subdivision (s), and

WHEREAS, the Planning Commission held a public hearing on this application at the regularly scheduled Planning Commission Meeting on July 18, 2019, and

WHEREAS, upon considering the application materials, the July 11, 2019 Planning Report, and public testimony, the Planning Commission closed the public hearing and recommended that the Town Board of Supervisors approve the plans on a vote of 3 to 0 with conditions; and

WHEREAS, the Athens Town Board of Supervisors met on August 5, 2019 to consider the conditional use permit application; and

WHEREAS, the Athens Town Board of Supervisors has received David and Kathy Beckstrom's application materials including a site plan; staff review documents; the Planning Commission recommendation; and agrees with the findings and recommendation of the Planning Commission and the July 11, 2019 planning report.

NOW, THEREFORE BE IT RESOLVED, that the Town Board of Supervisors of Athens, Minnesota hereby **approves** the conditional use permit for a Rural Tourism Business subject to the following Findings of Fact:

1. The use will not create an excessive burden on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.
2. The use will be sufficiently compatible or separated by distance or screening from adjacent agriculturally or residentially zoned or used land so that existing property will not be depreciated in value and there will be no deterrence to development of vacant land.
3. The use is reasonably related to the existing land use.
4. The use is consistent with the purpose of the Zoning Ordinance and the purposes of the zoning district in which the applicant intends to locate the proposed use.
5. The use is not in conflict with the Township Comprehensive Plan.
6. Adequate measures have been or will be taken to minimize traffic congestion in the public streets and to provide for adequate on-site circulation of traffic.
7. The conditional use will not be detrimental to or endanger the public health, safety, comfort, convenience, or general welfare.
8. The conditional use will not be injurious to the use and enjoyment of other property in the vicinity and will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.
9. The conditional use will be designed, constructed, operated, and maintained in a manner that is compatible in appearance with the existing or intended character of the neighborhood.
10. The conditional use, in all other respects, conforms to the applicable regulations in the district in which it is created.

And subject to the following conditions:

1. The applicant shall obtain all building permits. Plans for any building must meet all applicable ordinance standards.
2. Permitted site signage includes one permanent sign according to ordinance standards and two flag signs.
3. Any existing buildings used for the Rural Tourism Business must be certified to meet current structural standards.

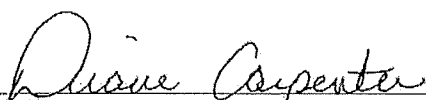
4. Any existing SSTS systems must be certified to meet current standards for an increase in occupancy of gallons per day. Until permanent structures are built, portable restrooms are required to accommodate the size of the venue.
5. The site and structures shall be subject to periodic inspections by the Township Zoning Administrator.
6. On-site parking shall be provided according to the Township Zoning Ordinance.
7. The applicant shall obtain and maintain all Federal, State and/or County licenses and permits. Current copies of all licenses shall be forwarded to the Zoning Administrator.
8. The site shall be limited to no more than 300 guests, including staff, at any one time.
9. Food and liquor service must meet ordinance standards.
10. The Property owner must provide proof of insurance to the Zoning Administrator if requested.
11. Overnight camping is allowed with the following conditions:
 - a. Overnight camping will not be restricted to a maximum number of days per year.
 - b. Overnight camping will not be restricted to certain days of the week.
 - c. No designed campsites are required.
 - d. No recreational fires are permitted.
 - e. The camping area will be accessed by vehicles.
 - f. No RV hook ups permitted.
12. Portable signs warning of larger events and parking for traffic safety shall be placed on the County Road during events.
13. Permanent "No Parking" signs shall be placed along the driveway to assure emergency vehicle access.
14. The applicant can use all compliant structures for rural tourism venues.
15. Hours of operation are 9am to midnight, Monday through Sunday.
16. Applicant is allowed a grass parking lot.
17. All lighting must be contained on the site.
18. A permanent stop sign be placed at the end of the driveway before entering the County Road.
19. Live music has to be compliant with noise standard levels of Minnesota State Statutes.

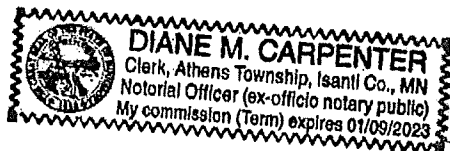
20. Temporary structures are allowed and must comply with setback requirements of the Agricultural / Residential Zoning District.

Adopted by the Athens Township Board of Supervisors this 5th day of August 2019.


Todd Christensen, Board Co-Chair

Attest:


Diane Carpenter, Township Clerk



JEFFREY S. JOHNSON
RUSSELL H. CROWDER
MICHAEL F. HURLEY
DOUGLAS G. SAUTER
HERMAN L. TALLE
CHARLES M. SEYKORA
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OF COUNSEL
JON P. ERICKSON
STEVEN G. THORSON
W. JAMES VOGL, JR.
*JAMES H. WILLS

MEMORANDUM

TO: Honorable Mayor and City Councilmembers
Joe Kohlmann, City Administrator
Kate Thunstrom, Community Development Director

FROM: David Schaps, Assistant City Attorney

THROUGH: Scott Lepak, City Attorney

RE: Hazardous Building Process and Designation

DATED: September 19, 2019

Please allow this memorandum to provide a short update to the February 15, 2018 memorandum provided to the City Council in regard to the condition of the property at 22708 Rum River Blvd.

During this time, staff has indicated they have attempted on multiple occasions to work with the property owner to resolve the building code and property issues. Staff also obtained an independent building engineer's report to determine if the house on the property can be brought up to City Code standards – which indicated with the appropriate improvements – the house could be brought up to Code. However, to date, the property owner has not complied in making the necessary improvements and the property is still not compliant with the City Code.

Staff and our Office will be at the City Council workshop on Tuesday, September 24, 2019 to discuss this issue in greater detail and outline the potential steps the City could take to bring the property into compliance.

Please note that at this point that depending upon the City Council's direction, there is a potential for legal action (with associated costs that the City would incur and then would eventually be assessed to the property) in order to bring the property into City Code compliance.

Please let me know if you have any questions or need additional information.

Attached: Hazardous Building Process and Designation Memorandum dated February 15, 2018.

c: Karen Kurth – BGS Litigation Counsel.

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Kate Thunstrom, Community Development Director

FROM: David Schaps, Assistant City Attorney

THROUGH: Scott Lepak, City Attorney

RE: Hazardous Building Process and Designation

DATED: February 15, 2018

Staff has provided our office with information regarding three residential properties that are in a significant and ongoing state of disrepair. Staff has been working with the owners of the properties with the goal of either getting the properties into compliance or asking them to voluntarily tear down the structures on the properties. The properties identified by staff are: 3731 Bridge Street, 23611 Ambassador Blvd, and 22708 Rum River Blvd. At this time, it appears all three properties likely fall under the hazardous building designation as outlined in Minn. Stat. Chapter 463.

The usual process to address this situation generally involves undertaking an owners and encumbrances search of the properties to properly notify owners and lien holders of any action of the City Council, obtaining consent or an administrative warrant to allow an independent building expert to conduct a thorough examination of both the interior and exterior of the buildings on the properties. The independent building expert will then produce a detailed report that will identify if the buildings on each property can be repaired, or if it should be razed.

The report would then come back to the City Council for its review. Upon that review, the City Council will have the ability to discuss the report and consider potentially issuing an order that the buildings on each property either be repaired or razed as recommended in the report.

If the property owner then does not undertake the repairs or razing within a reasonable amount of time as determined by the City Council in its order, our office would undertake filing a court action to obtain a judicial order to require the repairs or razing of the building(s). This action

may be contested by the property owner. The report and independent expert's testimony would serve as the City's evidence in the case.

Generally, hazardous building designations and there corresponding court actions are a non-retainer item. Therefore, it has been the position of our office to approach the City Council prior to undertaking these actions, as outside expert and attorney's fees will be incurred. Minn. Stat. 463.22 does allow the City to account for and specially assess these costs back against the property; however, the City will need to pay for these expenses up front prior to being reimbursed through the special assessments.

Staff will have additional information regarding each of the properties available at the City Council meeting.

Council Action Requested:

Motion directing staff and the City Attorney's office to move forward to undertake hazardous building actions at 3731 Bridge Street, 23611 Ambassador Avenue, and 22708 Rum River Blvd.

736232-v1

TO: Mayor & City Council
FROM: Joe Kohlmann, City Administrator
SUBJECT: Drake Street
DATE: September 24th, 2019

OVERVIEW

Staff was approached by the property owner in the highlighted red parcel located adjacent to Drake Street on the *attached map*. This property owner recently purchased the property and would like to build a home for his family.

His problems are twofold. First, you must have city approved, improved surface to build a home per City Code. Second, you cannot have more than 16 homes on a cul-de-sac and there are 16 units directly south of the lot in question.

When approved in 1996, it was noted that future subdivision would finish the Drake Street connection to CSAH 24. However, this property is not being subdivided and is the only one of the three parcels that needs a connection off Drake Street since the parcels north and east have access to CSAH 24.

It is unlikely that the City has any interest in constructing this road. The other alternative is to potentially seek the variance route.

Review and Discuss:

Confirm that the City has no interest to finish construction of Drake Street at this time.

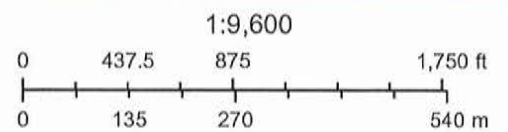
Attachments:

Map of the property
1996 Staff Reports

Anoka County, MN



September 19, 2019



MEMO TO: PLANNING COMMISSION

MEMO FROM: STEVE BJORK, CITY PLANNER/COORDINATOR

DATE: JUNE 24, 1996

SUBJECT: MINOR SUBDIVISION (LAND CONVEYANCE)

APPLICANT: CURTIS & VIOLET STONE

CASE NO: MS-96-003

SITE LOCATION: 1524 237TH AVENUE

REQUESTED ACTION:

THE APPLICANTS ARE PROPOSING TO SUBDIVIDE THE SUBJECT PROPERTY AND CONVEY A PORTION OF THE PROPERTY TO THE ADJACENT LAND OWNER.

Enclosed is a map noting the location of the subject property. Also enclosed is the survey noting the area that is intended to be subdivided and conveyed to the adjacent property. The following are Staff's comments regarding the proposed subdivision:

A. MINIMUM LOT STANDARDS

The minimum lot standards for the Rural Residential District are 2.5 acres and 300 feet of lot width. The applicant is proposing to split the subject property, retain approximately 11 acres in the vicinity of the existing home, and convey the balance of the property to the property owner to the East. Both of the resulting lots will meet the minimum lot standards as long as the property is conveyed. If the property is not conveyed, there would be resulting parcel having a lot width of 122.82 feet. The applicant must assure that the property will be conveyed to the adjacent property owner. The area proposed to be conveyed can not become a separate parcel of record.

B. SETBACK REQUIREMENTS

The proposed lot lines will not result in the encroachment of any existing structures into required setbacks.

C. ADJACENT LAND DEVELOPMENT

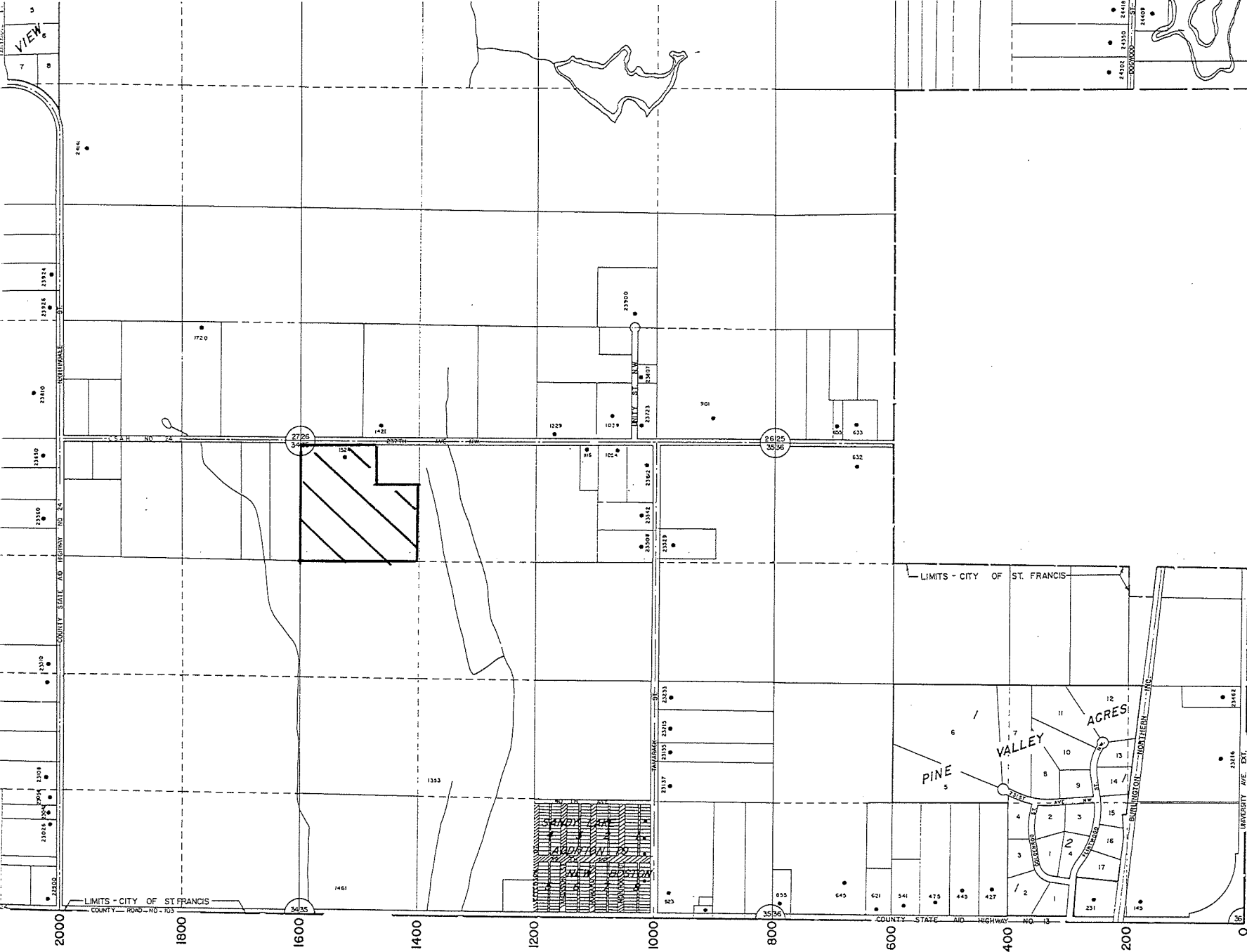
Presently, the City is reviewing a Preliminary Plat for the property directly to the South of the subject property. This development will be required to provide a road stub to the southern limits of the subject property. Enclosed is a map noting the approximate location of this proposed road stub. The development to the South can not provide for secondary access to the East or West due to the presence of wetlands. Secondary access can only be obtained by extending the road through the subject property to a point of intersection with CSAH 24. The development to the South of the subject property can be accomplished without the continuation of the proposed road to CSAH 24. However, any further subdivision of the property to the South or of the subject property (including land to be conveyed), will require the extension of the stub road to CSAH 24.

The City has the authority of requiring the dedication of easements during the subdivision process. While the City may not need the street ROW at this time, there is concern that improvements may be proposed within the future road alignment which would greatly impair the ability to provide for the continuation of the street. Some type of control should be considered in order to ensure that the street can eventually connect up with CSAH 24.

D. STAFF RECOMMENDATION

Staff has reviewed the Minor Subdivision request and has determined that the request meets City Code requirements. Staff is recommending approval of this conveyance contingent upon the following:

- 1) The proposed area to be subdivided shall be conveyed to the adjacent property.
- 2) Either a 66 foot future street ROW shall be dedicated within the area to be conveyed, as determined by the City or no construction shall be permitted within the North 654 feet of the East 122.82 feet of the West 855.45 feet.



- 244 TH AVE. N.W.
- 243 RD AVE. N.W.
- 242 ND AVE. N.W.
- 241 ST AVE. N.W.
- 240 TH AVE. N.W.
- 239 TH AVE. N.W.
- 238 TH AVE. N.W.
- 237 TH AVE. N.W.
- 236 TH AVE. N.W.
- 235 TH AVE. N.W.
- 234 TH AVE. N.W.
- 233 RD AVE. N.W.
- 232 ND AVE. N.W.
- 231 ST AVE. N.W.
- 230 TH AVE. N.W.
- 229 TH AVE. N.W.

NW CORNER OF THE NW 1/4 OF THE NW 1/4 OF SECTION 35, TWP. 34, RGE. 24
AN ANOKA CO. MONUMENT

NORTH LINE OF THE NW 1/4 OF THE NW 1/4 OF SECTION 35

S 89°47'13" E 122.82
S 89°47'13" E 466.69

237TH AVENUE

C.S.A.H. NO. 24

NW 1/4

70' x 40' HOUSE
22' x 24' GARAGE
22' x 24' TOOL SHOP
12' x 12' TOOL SHED
12' x 24' TRAILER SHED
12' x 12' TOOL SHED

SECTION OF THE EAST 1/2 OF THE NW 1/4 OF SECTION 35

REFERENCE T.L.S. NO. 87450

SOUTH LINE OF THE N. 466.69 FT. OF THE NW 1/4 OF THE NW 1/4

S 89°47'13" E 466.69

SOUTH LINE OF THE NORTH 654.02 FT. OF THE NW 1/4 OF THE NW 1/4

--S 89°47'13" E 732.63--

N 0°03'19" E 654.03

EAST LINE OF THE NW 1/4 OF THE NW 1/4 OF SECTION 35
N 00°12'22" E 843.68

WEST LINE OF THE NW 1/4 OF THE NW 1/4 OF SECTION 35, TWP. 34, RGE. 24

--N 00°09'19" E 661.17--

OF THE

AREA WITHOUT R/W = 23.68 ACRES
AREA OF RIGHT OF WAY = 0.11 ACRE
TOTAL AREA OF PARCEL = 23.79 ACRES

NW 1/4

--S 89°59'48" E 1318.69--

SOUTH LINE OF THE NW 1/4 OF THE NW 1/4 OF SECTION 35, TWP. 34, RGE. 24

SITE PLAN

FOR

CURTIS STONE



GRAPHIC SCALE IN FEET
0 50 100 200 300

LEGEND:
● IRON MONUMENT FOUND
○ 1/2 INCH BY 1/4 INCH IRON MONUMENT SET WITH A PLASTIC CAP MARKED TAYLOR 15233

The Northwest Quarter of the Northwest Quarter of Section 35, Township 34, Range 24, Anoka County, Minnesota except the North 654.03 feet of the West 732.63 feet of said Northwest Quarter of the Northwest Quarter and also except the North 466.69 feet of the East 466.69 feet of said Northwest Quarter of the Northwest Quarter.

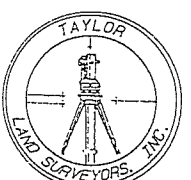
SUBJECT TO PUBLIC RIGHT OF EASES AND EASEMENTS OF RECORD IF ANY.

EASEMENTS OF RECORD ARE SHOWN ON THIS SURVEY ONLY IF PROPER DOCUMENTATION IS PROVIDED TO US.

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

Dennis V. Taylor 5-08-96
Dennis V. Taylor Reg. No. 15233 Date

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MONTICELLO, MINNESOTA

DRAWN BY: D. KERN	CHECKED BY: D. TAYLOR	BOOK: PAGE: F176 / 65	SHEET OF 1 2	SCALE: 1 IN = 100 FT	DATE DRAWN: 5/08/96	FILE NO.: 96069
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NW CORNER OF THE NW 1/4 OF THE NW 1/4 OF SECTION 35, TWP. 34, RGE. 24 AN ANOKA CO. MONUMENT

NORTH LINE OF THE NW 1/4 OF THE NW 1/4 OF SECTION 35

S 89°47'13" E 122.82

S 89°47'13" E 466.69 C.S.A.H. NO. 24

237TH AVENUE

NW 1/4

25' x 44' HOUSE
22' x 24' GARAGE
22' x 24' POOL SHED
24' x 24' POOL SHED
8' x 12' POOL SHED

654.03
N 0°03'19" E

S 0°12'22" W 466.69

REFERENCE T.L.S. NO. 187490

SOUTH LINE OF THE N 466.69 FT. OF THE NW 1/4 OF THE NW 1/4

S 89°47'13" E 466.69

SOUTH LINE OF THE NORTH 654.02 FT. OF THE NW 1/4 OF THE NW 1/4

--S 89°47'13" E 732.63--

WEST LINE OF THE NW 1/4 OF THE NW 1/4 OF SECTION 35, TWP. 34, RGE. 24

--N 00°03'19" E 661.17--

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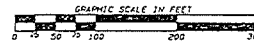
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SITE PLAN

FOR

CURTIS STONE



LEGEND:
● IRON MONUMENT FOUND
○ 1/2 INCH BY 1/2 INCH IRON MONUMENT SET WITH A PLASTIC CAP MARKED TAYLOR 15233

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SUBJECT TO PUBLIC RIGHT OF WAYS AND EASEMENTS OF RECORD IF ANY.

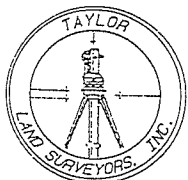
EASEMENTS OF RECORD ARE SHOWN ON THIS SURVEY ONLY IF PROPER DOCUMENTATION IS PROVIDED TO US.

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

Dennis M. Taylor 5-08-96
Dennis M. Taylor Reg. No. 15233 Date

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DRAWN BY:	CHECKED BY:	BOOK:	PAGE:	SHEET OF	SCALE:	DATE DRAWN:	FILE NO.:
D. KERN	D. TAYLOR	F176	/ 65	1 2	1 IN = 100 FT	5/08/96	95059



MONTICELLO, MINNESOTA

(22)

NW CORNER
SEC. 35

1000

237TH AVE. N.W.

1584

1450
(2)

464.67

464.67

(3)

(3)

490'

(3)

(1)
(300)

Leonard M. Jr. & Catherine Johnson
60 Ac

High

NW CORNER
SEC. 35

(23)

(3)

19



MEMO TO: ST. FRANCIS CITY COUNCIL

MEMO FROM: STEVE BJORK, CITY PLANNER/COORDINATOR

DATE: OCTOBER 7, 1996

SUBJECT: MINOR SUBDIVISION/STONE & GERDIN

Back on July 1, 1996, the City approved a Minor Subdivision for a Curtis and Violet Stone. The subject property is located on 237th Avenue NW (CR 24). The subdivision resulted in the conveyance of a portion of property from the Stone's to the adjacent property owner, Randy Gerdin. Since this approval, the two parties have changed the layout of the parcel to be conveyed. The original conveyance involved Parcel 3 and Parcel 4 as noted on the attached survey. The area that is proposed to be conveyed only involves Parcel 4. The resulting parcels will be two rectangular parcels abutting CR 24. There is also a deed restriction that restricts construction within the West 122.82 feet of the property to be conveyed. This restriction will maintain this area as a future street extension corridor.

The City approved Resolution 96-24 which approved the conveyance with two conditions. Since the area to be conveyed has changed, it is recommended that a new Resolution be approved noting the revised legal description. Enclosed is a Resolution noting the revised conveyance language.

CITY OF ST. FRANCIS
ST. FRANCIS, MN

RESOLUTION 96-24

A RESOLUTION APPROVING
A MINOR SUBDIVISION

WHEREAS, the City of St. Francis has received an application for the subdivision of a parcel of land described as follows:

The NW 1/4 of NW 1/4 of Section 35, Township 34, Range 24, except the North 466.69 feet of the East 466.69 feet thereof, except road; subject to easements of record.

WHEREAS, the St. Francis Planning and Zoning Commission reviewed the proposed subdivision request during their June 24, 1996 meeting and determined that the request meets all applicable City Code requirements; and

WHEREAS, the St. Francis Planning and Zoning Commission has recommended approval of the Minor Subdivision contingent upon the following:

- 1) The proposed area to be subdivided shall be conveyed to the adjacent property (Parcel 35 34 24 22 0002)
- 2) Either a 66 foot future street ROW shall be dedicated within the area to be conveyed, as determined by the City or no construction shall be permitted within the North 654 feet of the East 122.82 feet of the West 855.54 feet.

NOW, THEREFORE, BE IT RESOLVED that the City of St. Francis hereby approves the Minor Subdivision of the above described property with the following conditions:

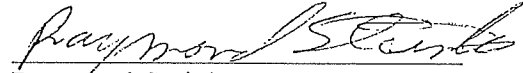
- 1) The proposed area to be subdivided shall be conveyed to the adjacent property (Parcel 35 34 24 22 0002)
- 2) A 66 foot future street ROW shall be dedicated within the area to be conveyed, as determined by the City.

Res 96-24

Page 2

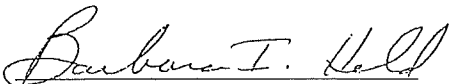
ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 1ST
DAY OF JULY, 1996.

APPROVED:



Raymond Steinke
Mayor of St. Francis

ATTEST:



Barbara I. Held
City Clerk/Treasurer

CITY OF ST. FRANCIS
ST. FRANCIS, MN

RESOLUTION 96-~~27~~44

A RESOLUTION AMENDING
A MINOR SUBDIVISION

WHEREAS, the City of St. Francis approved Resolution 96-24, A Resolution Approving a Minor Subdivision; and

WHEREAS, the area to be conveyed as a result of Resolution 96-24 has been modified from the original approval; and

WHEREAS, City Staff has reviewed the revised legal description of the area to be conveyed and has determined that the proposed parcels meet City Code requirements.

NOW, THEREFORE, BE IT RESOLVED that the City of St. Francis hereby approves the revised legal description for the area to be conveyed as noted in Resolution 96-24; and

BE IT FURTHER RESOLVED that the following described property shall be combined with Parcel 35 34 24 22 002:

The Northwest Quarter of the Northwest Quarter of Section 35, Township 34, Range 24, Anoka County, Minnesota except the West 732.63 feet of said Northwest Quarter of the Northwest Quarter and except the North 466.69 feet of the East 466.69 feet of said Northwest Quarter of the Northwest Quarter.

Res 96-??

Page 2

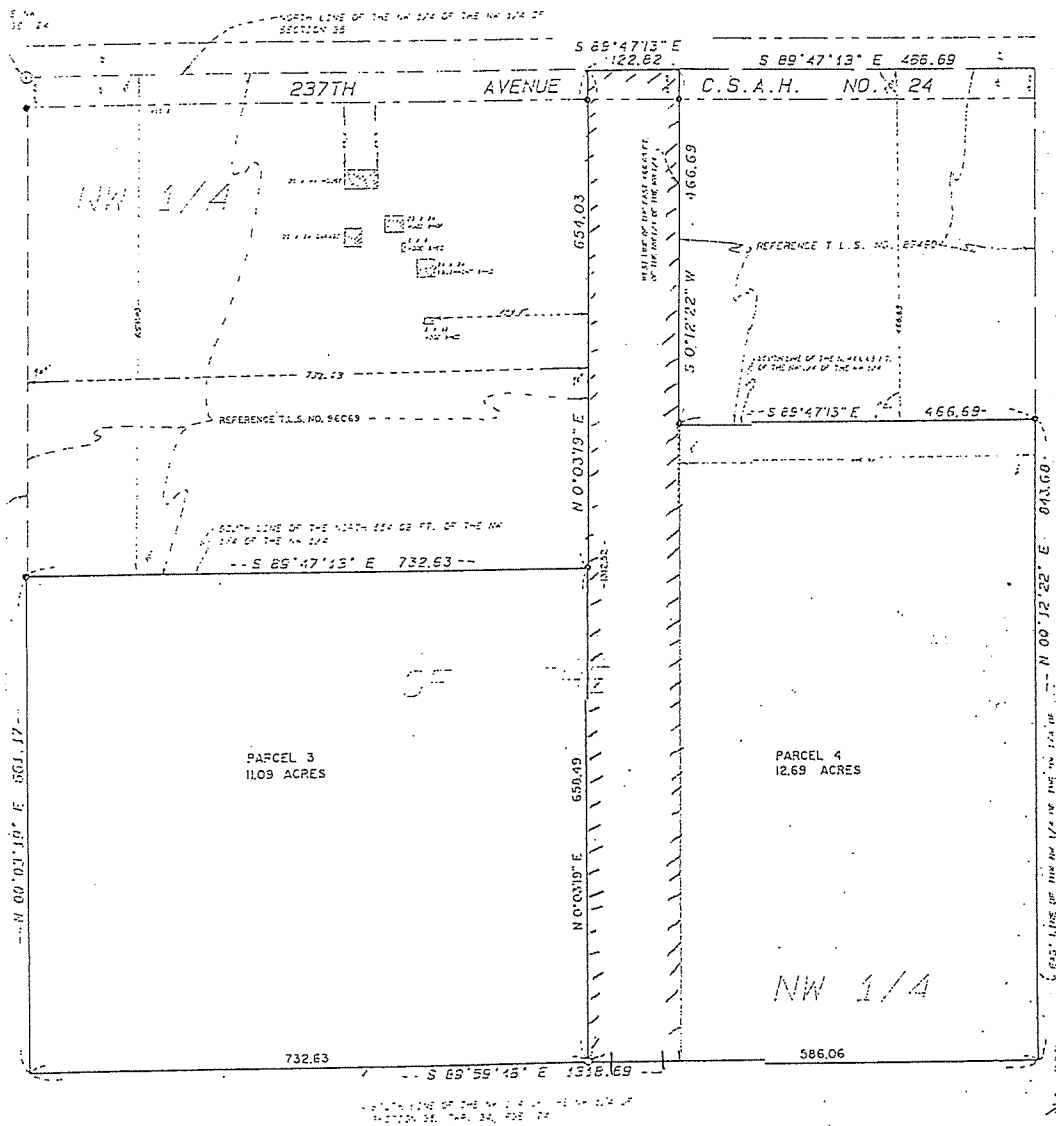
ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 7TH
DAY OF OCTOBER, 1996.

APPROVED:

Raymond Steinke
Mayor of St. Francis

ATTEST:

Barbara I. Held
City Clerk/Treasurer



PARCEL 3:
The West 732.63 feet of the Northwest Quarter of Section 35, Township 34, Range 24, Anoka County, Minnesota lying south of the North 654.03 feet of said Northwest Quarter of the Northwest Quarter.

PARCEL 4:
The Northwest Quarter of the Northwest Quarter of Section 35, Township 34, Range 24, Anoka County, Minnesota except the West 732.63 feet of said Northwest Quarter of the Northwest Quarter and except the North 466.69 feet of the East 466.69 feet of said Northwest Quarter of the Northwest Quarter.

APPROVED BY COMMISSIONER OF LAND AND FORESTRY OF MINNESOTA

EXEMPTION OF RECORD AND CHAIN ON THIS SURVEY ONLY IF

RECORD DOCUMENTATION IS PROVIDED TO US.

I HEREBY CERTIFY THAT THIS SURVEY, PLAN OR MAP WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A duly Registered Land Surveyor under the laws of the State of Minnesota.

Dennis V. Jay Co. 01/3/92

TO: Mayor & City Council
FROM: Joe Kohlmann, City Administrator
SUBJECT: City Buildings
DATE: September 24th, 2019

OVERVIEW

With the recent HVAC replacement at the Fire Department, Staff reviewed maintenance history of the Fire Department and City Hall Building since January 2008. The estimated maintenance costs for each building are below:

- 1) Fire Department - **\$261,428**
- 2) City Hall - **\$67,985**

It should be noted that the City was considering a **\$500,000** renovation of the Fire Department Building in 2015 which was set aside due to other urgent matters.

Staff had the prepared a comprehensive report on City Buildings on 1/29/19. There were multiple discussion points and options regarding the Fire Station and City Hall if the City chose to build new. In the packet, for the purposes of discussion, Staff included the likeliest option of a joint Fire Station/City Hall on Bridge Street – due to the consistency with public comment on the St. Francis Forward Plan, building operating cost consolidation, and common spaces for efficiency in construction costs.

There are potentially three avenues to consider:

- 1) Do nothing and continue forward with existing building maintenance.
 - 2) Joint City Hall / Fire Station on Bridge Street (or comparable option)
 - 3) Joint City Hall / Fire Station / Recreation Center
-

Financing

Option 3 is seemingly cost prohibitive (**\$27,000,000**). **Option 2** could be paid for with a combination of cash and modest levy increases of **1.5%** for **7** years (see attached). **1.5%** is calculated on the dollar over dollar value of the levy and not the tax rate.

\$400,000 would bring general fund to **50%** fund balance
\$750,000 could be available from the Liquor Fund



Liquor Store:

There are also multiple plans for the Liquor Store. They are attached and vary from \$170,000 ; \$460,000 ; and \$728,000.

Review and Discuss:

Attachments:

Finance option for \$6,000,000 joint fire station and city hall

Bond payment and options for Option 2 and Option 3 in Staff Memo

Joint Fire Station / City Hall on Bridge Street from Comprehensive Report

Joint Fire Station / City Hall / Recreation Center Report

Liquor Store Cost Estimate and various layout designs

**City of St. Francis
Fire Station/City Hall**

	2021	2022	2023	2024	2025	2026	2027	
Levy (1.5%/year)	\$ 60,000	\$ 120,000	\$ 180,000	\$ 240,000	\$ 300,000	\$ 360,000	\$ 420,000	*
Debt Payments	\$ 410,000	\$ 410,000	\$ 410,000	\$ 410,000	\$ 410,000	\$ 410,000	\$ 410,000	
Cash Drawdown	\$ 350,000	\$ 290,000	\$ 230,000	\$ 170,000	\$ 110,000	\$ 50,000	\$ (10,000)	

Total Cash
Drawdown
\$ 1,190,000

* Levy would continue after 2027 at \$420,000/ year until the end of the bond term.



St. Francis CIP Project Funding Scenarios					
Scenario	Project Amount	less: City Cash	Bond Amount	20yr Annual Debt Levy	Estimated Bond Yield
A	\$27,000,000	\$0	\$27,000,000	\$1,903,866	3.10%
B	\$6,000,000	\$0	\$6,000,000	\$408,561	2.86%
C	\$6,000,000	(\$1,500,000)	\$4,500,000	\$306,428	2.86%

Description:

Scenario A - Tax-exempt, General Obligation Bonds to finance a new fire station, city hall and community center.

Scenario B - Tax-exempt, General Obligation Bonds to finance a new fire station and city hall. Bond issue assumed to be further designated as "Bank Qualified" as issue less than \$10 million in size.

Scenario C - Same as Scenario B, but with reduced bonding amount supplemented by City Cash.

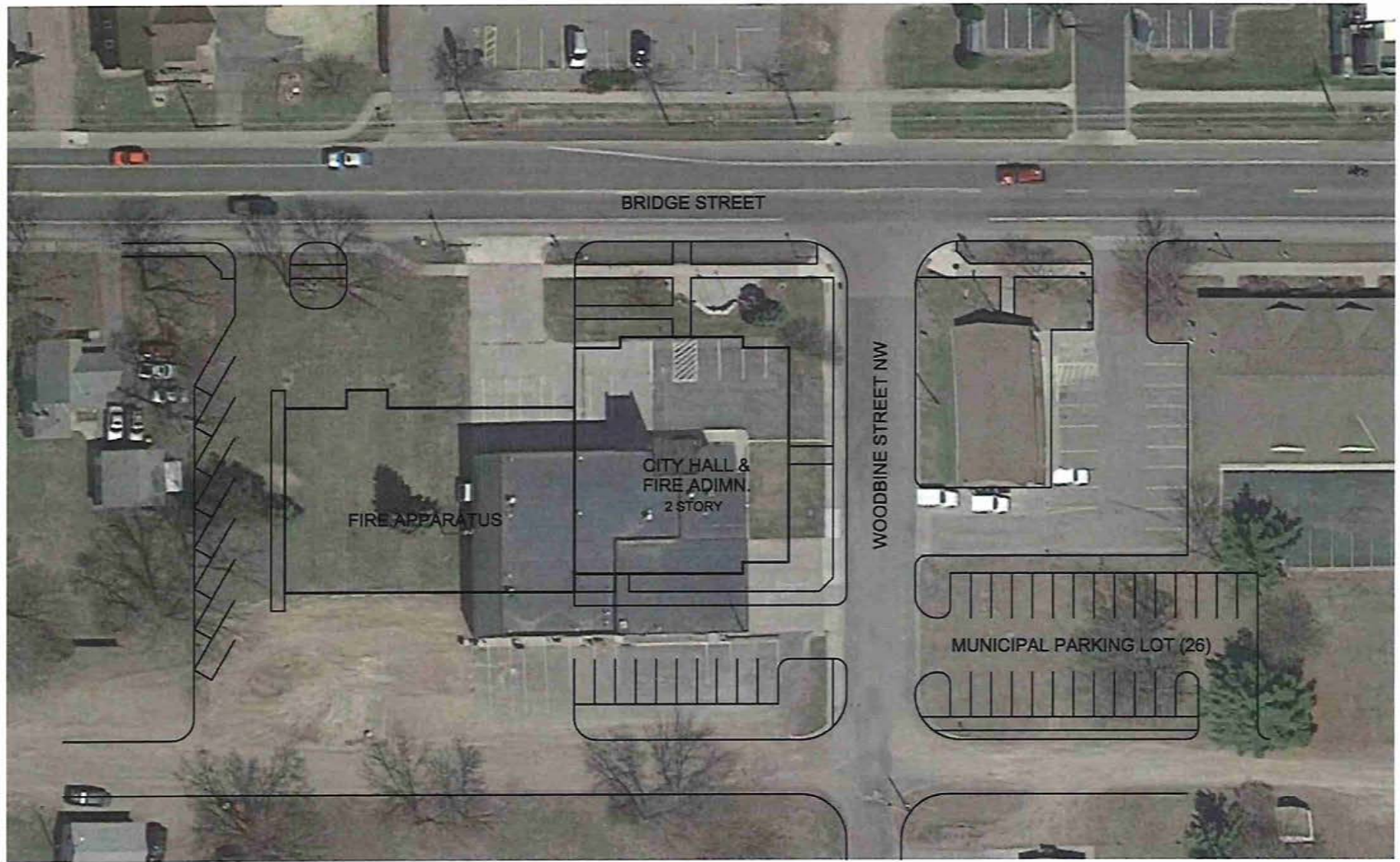
Debt service and bond yield assumptions based on tax-exempt "AA" interest rates as of 9.12.2019, plus 50 bps. Calculated levy provides for required 105% coverage in excess of the annual debt service (per statute).

OPTION ONE

Combined City Hall & Fire Station Facility on Bridge Street

STEP 3

Stay or Go



OPTION ONE

Combined City Hall & Fire Station Facility on Bridge Street

STEP 3 **Stay or Go**

Advantages



- > City Owned property, no land costs.
- > Creates a City Center on Bridge Street for community interaction.
- > A City Hall with it's own City Council Chambers within.
- > New, updated Fire Station with it's own high-tech Training Room facility.
- > City Hall and Fire Station able to share common spaces such as Lobby Entrance, reception area, conference rooms, to help reduce construction costs and annual operational expenses.
- > Meets City Hall and Fire Station current and future expansion needs.
- > Reusing this site would revitalize downtown area along Bridge Street, bringing residents for a downtown destination.
- > City Hall staff can stay uninterrupted at current location until new Facility is complete.
- > Location on Bridge Street keeps direct access to river crossing for responses to east side of the city.
- > Is consistent with the New Downtown Redevelopment Plan.

Disadvantages

- < Would need to find a temporary location for Fire Station equipment & operation during construction of new combined facility.
- < Must construct a Municipal Parking Lot across Woodbine Street to accommodate City Council Meeting parking.
- < No direct access to Hwy. 47 / St. Francis Blvd. for Fire Fighter response calls. Same as currently.
- < Site is a bit tight to accommodate all parking needs for busy City Hall meetings.

OPTION ONE

Combined City Hall & Fire Station on Bridge Street

STEP 3:

Stay or Go

PROBABLE COSTS - New City Hall & Fire Station Facility

Hard Costs - Construction dollars		Gross SF	Cost/sq.ft.	=
* Shared Spaces - Lobby / Reception/ Public Areas	(3,416 GSF x \$195 / sq.ft.)	3,416	195	\$ 666,120
* City Hall Administrative Functions	(5,864 GSF x \$175 / sq.ft.)	5,864	175	\$ 1,026,200
* City Hall Council Chambers	(3,300 GSF x \$210 / sq.ft.)	3,300	210	\$ 693,000
* Fire Station Apparatus & Support Functions	(8,537 GSF x \$110 / sq.ft.)	8,537	110	\$ 939,070
* Fire Apparatus Mezzanine Area	(1,056 GSF x \$ 35 / sq.ft.)	~	35	\$ 36,960
* Fire Station Administrative Functions	(6,048 GSF x \$150 / sq.ft.)	6,048	150	\$ 907,200
* Demolition Cost of Existing Fire Station	(9,000 GSF x \$ 5 / sq.ft.)	9,000	5	\$ 45,000
* New Municipal Parking Lot across Brine St.		~		\$ 160,000
* Alley Pavement & Storm Water Sewer- South Side		~		\$ 430,140
Total 27,165 Gross Sq. Ft.				= \$ 4,268,550

Construction Cost (Hard Costs) Total : \$ 4,903,690

Project Soft Costs - Owner's Obligations

* Site Topographic Survey (ALTA Survey)		\$ 8,000
* Soil Borings / Geotechnical Report		\$ 10,000
* City Fees		\$ 6,000
* Building Permits / Plan Review Fees		\$ 13,978
* SAC and WAC Fees	TBD	\$ 11,500
* FFE (Furniture, Fixtures, Equipment) procurement		\$ 75,000
* Signage Package - Interior		\$ 15,000
* IT / Technology - Phones, Data Network, Security System Installation costs		\$ 45,000
* A/E Design Fees (7%)	7% TBD	\$ 343,258
* Printing - Reimbursables	TBD	\$ 7,500
* Construction Contingency at 10%	0.10	\$ 490,369

Soft Costs Total : \$ 1,025,605

*** Dose NOT Include Land Purchase Costs*

OVERALL PROJECT BUDGET \$ 5,929,295

**** Based on a Two story building, with internal stairs and elevator for public circulation.*



CITY OF ST. FRANCIS, MN - Space Needs Study

Combined City Hall , Fire Station , and Recreational Athletic Community Center

SHARED SPACES - Common to All 3 Functions

Room Name	Function	Equipment	Dimensions	Existing Net Sq. Ft.	Recommended Net Sq. Ft.
Lobby / Reception Area	Public transaction space with city staff with secured boundaries	Transaction counter, with security doors separating city offices	30' x 8' (6' x 20')	240.0	120.0
Public Waiting Area	waiting area for public use during adjacent to Recept. & public toilets.	waiting chairs, side / end tables	6' x 10' (18' x 20')	60.0	360.0
Entry Vestibule	Weather protection entry	floor walk-off mats	(12' x 10')		120.0
Public Restrooms Men	separate restroom facilities for public only	1 watercloset, 2 urinals, 2 sinks HC accessible	(16'-6" x 9'-6")		156.5
Public Restrooms Women	separate restroom facilities for public use	3 waterclosets, 2 sinks HC accessible	(16'-6" x 9'-6")		156.5
Small Conference Room	smaller, separate meeting room for 4 - 6 people	conference table and 4 chairs	(12' x 14')		168.0
Elevator	Public elevator with ADA accessibility	elevator equipment room	(6' x 9')		54.0
Stairway	public stairs , off Lobby		(8' x 18')		144.0
Stairway	2nd required exit for life-safety		(8' x 18')		144.0
Staff Restrooms Men	separate toilet facilities for staff only	1 watercloset, 1 urinal, 2 sinks HC accessible	3 @ 50 sq.ft. (13'-6" x 9'-6")	150.0	128.5
Staff Restrooms Women	separate toilet facilities for staff only	2 waterclosets, 2 sinks HC accessible	3 single unisex restrooms (13'-6" x 9'-6")		128.5
Breakroom	staff breakroom / kitchenette	table, chairs, refrigerator, microwave, counter w/ base & upper cabinets & sink	9' x 12' (14' x 16')	98.0	224.0
Janitor's Closet	utility clean-up room	floor mop sink, shelving, mop holders restroom supplies	7' x 7' (8' x 10')	49.0	80.0
IT / Network Room	IT / Network entrance to bldg. and distribution point.	currently located within one of the furnace rooms	(8' x 12')		96.0
Electrical Room	Bldg. electrical power entrance and distribution point.	Elec. panel boards	(12' x 14')	49.0	168.0
Mechanical Room	Bldg. Mechanical systems space.	Pumps, boilers, condensing units, water heaters, etc.	7' x 7' (12' x 16')	49.0	192.0
Shared Spaces City Hall, Fire Station, RAC Center	Total Dept. Net Sq. Footage			695.0	2,440
	Existing Total Dept. Gross Sq. Footage (multiplier of 30%)		1.30	903.5	
	RECOMMENDED Total Dept. Gross Sq. Footage (multiplier of 40%)		1.40		3,416

City Hall - Administrative Functions					
Room Name	Function	Equipment	Dimensions	Existing Net Sq. Ft.	Recommended Net Sq. Ft.
City Administer Office	private office & consultation	Desk, chair, files / credenza, 2 guest chairs, side conference table	15' x 16' (14' x 20')	240.0	280.0
Finance Director Office	private office & consultation	Desk, chair, files / credenza, 2 guest chairs, side conference table	12'-6" x 15' (12' x 14')	175.0	168.0
City Clerk Office	private office / elections control	Desk, chair, files / credenza,	13'-8" x 15' (12' x 14')	205.0	168.0
Community Development Director Office	private office & consultation	Desk, chair, files / credenza, 2 guest chairs, side conference table	13'-8" x 15' (12' x 14')	205.0	168.0
Assist. Commun. Develop. Director Office	private office	Desk, chair, files / credenza, 2 guest chairs	11' x 12' cubicle (10' x 12")	132.0	120.0
Building Official Office	private office & consultation	Desk, chair, files / credenza, 2 guest chairs, side plan layout table	11' x 12' cubicle (14' x 20')	132.0	280.0
Deputy Clerk / Accounting Office	private office	Desk, chair, files / credenza,	8' x 7' (10' x 12')	56.0	120.0
Office Assistant / Receptionist	open office area	Desk, chair, files / credenza,	7' x 12' cubicle (10' x 12')	84.0	120.0
Building Inspector Office (future)	private office & consultation	Desk, chair, files / credenza, 2 guest chairs, side plan layout table	(12' x 14')		168.0
Code Enforcement Officer Office (future)	private office & consultation	Desk, chair, files / credenza, 2 guest chairs, side plan layout table	(12' x 14')		168.0
Admin. Assist. / Office Manager Office (future)	private office	Desk, chair, files / credenza,	(10' x 12')		120.0
Large Conference room	staff meeting room seating for 12 - 14 people	large conf. table, chairs, 2' wide counter with base storage cabinets.	21' x 20' (18' x 20')	420.0	360.0
Council Chambers	monthly city council mtgs. and weekly work sessions.	Council Diaz, 15 staff & 5 council members 25 - 35 seating audience, full AV & WIFI	rent space (60' x 40')		2,400.0
City Community Room	Community events, evening mtg's.	tables, chairs, counter with base cabinet storage, TV with WIFI connect	28'-10" x 36' (30' x 40')	940.0	1,200.0
Community Room Kitchen	food preparation / serving for events	range-oven, microwave, cabinets refrig, dble sink, dishwasher, counter	(9' x 14')		126.0
Community Rm. Storage room	storage of tables & chairs, scout troop equipment	double set of 3' doors. adjacent to public restrooms.	6'-10" x 7'-2" (8' x 12')	49.0	112.0
Records Storage	storage of current paper files records	shelving	7' x 7' (12' x 18')	49.0	216.0
Records Vault	secured / fire-protected storage area for current & past critical	fire rated room; ceiling, doors, walls	(10' x 14')		140.0
Staff Work Room	copier, printer, fax, office supplies	30" wide work counter with base and upper wall cabinets	9' x 10' cubicle (8' x 14')	90.0	112.0
City Hall Administrative Functions	Total Dept. Net Sq. Footage			2,777.0	6,546
	Existing Total Dept. Gross Sq. Footage (multiplier of 30%)		1.30	3,610.1	
	RECOMMENDED Total Dept. Gross Sq. Footage (multiplier of 40%)		1.40		9,164

Fire Station - Apparatus Bays & Support Functions					
Apparatus Bays	Fire Trucks parked in waiting for call.	Turn-out Gear lockers located along	35' x 78'-8"	2,753.0	8,200.0
2 Exist Dbl deep	2 Rigs; one in front of other.	both long side walls. Drop-down elec.	34' x 34'-8"	1,178.0	
& 2 Exist single deep	Room for 8 - 10 fire rigs of various	Each new dbl. deep bay to be 18' x 80'	(1,640 each)		
Need 4 Dbl Deep bays	length and size.	5 such bays with 14' x 14' OH Truck Doors	(80' x 82')		
Hose Storage Tower	Vertical drying & storage of fire-hoses.	Stair tower to top, hose hangers &	10' x 13'-4"	133.0	288.0
	Air circulation. Min 36' clear vertically.	lifting mechanism. Floor drains.	(16' x 18')		
EMT Vehicle Warm Garage	EMT Ambulance(s) typically 2.	adjacent to Fire Truck Bays.		1,379.0	684.0
	(14' x 14' OH garage doors)	drop-down elec. cords to plugin vehilce.	18' x 38'		
Tool Room	Workroom for minor repairs of equip	workbench, shelving, tools, parts bins,	11' x 11'	121.0	192.0
	and trucks. Parts storage.	etc. (Mezzanine over tool, SCBA, Laundry)	(12' x 16')		
SCBA Room	Self-Contained Breathing Apparatus.	Stainless steel workcounter, dbl. sink,	10' x 10'	100.0	180.0
	cleaning, store & repair of SCBA equip.	shelving	(12' x 15')		
Laundry Room	To clean fire fighting clothing, gear.	Washers (2) and Dryers (2) for turn-out	8' x 11'	88.0	168.0
	Extra heavy-duty equipment	gear, cloths racks / hangers.	(12' x 14')		
Unisex Restroom	Toilet facilities for firefighters	Single use - unisex restroom close		-	58.6
	adjacent to trucks & maintenance	proximity to equipment.	(7'-4" x 8')		
Mezzanine Storage (over support functions)	Storage area for seasonal equip.	currently used as Fire fitness workout	11' x 40'	440.0	
	close to Apparatus Bays. (16'x66')	area, with HVAC equip.	(1,056 sq.ft.)		
Fire Station Apparatus Bays & Support Functions	Total Dept. Net Sq. Footage			6,192.0	9,771
	Existing Total Dept. Gross Sq. Footage (multiplier of 15%)		1.15	7,120.8	
	RECOMMENDED Total Dept. Gross Sq. Footage (multiplier of 5%)		1.05		10,259

Fire Station - Administrative Functions					
Room Name	Function	Equipment	Dimensions	Existing Net Sq. Ft.	Recommended Net Sq. Ft.
Fire Chief Office	Private office for Fire Chief	Office furniture, small mtg. table, etc.	15' x 10'-8"	160.0	224.0
			(14' x 16')		
Captain's Office (Officer's Office Area)	Office area for Fire Officers	Open office cubicles @ 8' x 8' and	12' x 13'	156.0	1,024.0
	space for 6 officers	related office furniture	(32' x 32')		
Office Storage Closet	Office supplies	shelving, countertop with upper &	6' x 6'	36.0	112.0
		lower cabinets	(8' x 14')		
File / Copy Room	Filing of Fire Records, copy & office	Vertical file cabinets, counter with base		-	192.0
	supplies.	cabinets, copy fax machine	(12' x 16')		
Conference Room	Meeting room for 4 - 6 people ,	conference table, chairs		-	168.0
	adjacent to Chief's Office		(12' x 14')		
Communications Rm.	Dispatch, respond center	workstations, seating for 4 - 6 staff	8'-8" x 10'	86.6	216.0
		continuous countertop at perimeter.	(12' x 18')		
Dayroom	Fire Fighters lounge, response waiting	easy-chairs, sofa, TV, WIFI	10'-4" x 16'-8"	171.0	352.0
	area.	(usually with kitchen & dinning area)	(16' x 22')		

Fire Station - Admin. continued					
Room Name	Function	Equipment	Dimensions	Existing Net Sq. Ft.	Recommended Net Sq. Ft.
Kitchen and dining room	Food prep area and eating room	Counters, upper & lower cabinets, sink refrig, stove, microwave ovens, etc.	6' x 8' (16' x 24')	48.0	384.0
Fire Men Locker & Shower Rm.	Personal gear-clothing lockers. (lockers located on Mezzanine)	Lockers, benches, 2 showers with 1 HC accessible., with full men's toilet.	10' x 11'-4" (18' x 18')	113.0	324.0
Fire Women Locker & Shower Rm.	Personal gear-clothing lockers. (lockers located on Mezzanine)	Lockers, benches, 2 showers with 1 HC accessible, with full women's toilet	10' x 11'-4" (18' x 18')	113.0	324.0
Fitness Room	Exercise room for fire-fighters, during off hours. (currently located on the mezzanine with HVAC equip. & storage items)	Exercise equipment, wall-mounted TV's' WIFI, cushioned flooring.	(18' x 20')	-	360.0
Training Room	large meeting room for fire staff. (adjacent to kitchen & day room)	Podium, tables and chairs, full AV equip., TV monitors & WIFI.	17' x 27' (25' x 32')	459.0	800.0
Fire Station Administrative Functions	Total Dept. Net Sq. Footage			1,342.6	4,480.0
	Existing Total Dept. Gross Sq. Footage (multiplier of 30%)		1.30	1,745.4	
	RECOMMENDED Total Dept. Gross Sq. Footage (multiplier of 35%)		1.35		6,048.0

RAC Center Space Needs / Shared Gymnasium Functions - Main Level (Gymnasiums @ 24' Clear Height above Courts)					
Room Name	Function	Equipment	Dimensions	Location in Bldg.	Recommended Net Sq. Ft.
Gymnasium	Shared Activities; 2 Basketball Courts, Tennis, Volleyball		135' x 148'	Main Level	20,000
Gym Storage	storage room for various equipment for use in Gymnasium		15' x 30'	Main Level	450
Gymnastics Gym	Gymnastics		100' x 135'	Main Level	13,500
Gymnastics Storage	storage room for Gymnastics equipment floor mats, vault, beams		15' x 60'	Main Level	900
Men's Locker / Shower Room	Locker Room with Showers & Toilets	82 half-size lockers, benches	30' x 32'	Main Level	960
Women's Locker / Shower Room	Locker Room with Showers & Toilets	82 half-size lockers, benches	30' x 32'	Main Level	960

Concessions Stand			14' x 30'	Main Level	400
Concessions Storage			10' x 30'		300
Kitchen			20' x 30'	Main Level	600
Kitchen Storage			10' x 30'		300
Lounge	Resting area for patrons Adjacent to Concessions area.	chairs, tables	30' x 40'	Main Level	1,200
RAC Director's Office			12' x 14'		168
Public Restrooms Men	separate restroom facilities for public only	1 watercloset, 2 urinals, 2 sinks HC accessible	16.5' x 10'	Main Level	165
Public Restrooms Women	separate restroom facilities for public use	3 waterclosets, 2 sinks HC accessible	16.5' x 10'	Main Level	165
RAC Center Gymnasium Functions Main Level	Total Dept. Net Sq. Footage		-		40,068
	Existing Total Dept. Gross Sq. Footage (multiplier of 60%)		1.60	-	
	RECOMMENDED Total Dept. Gross Sq. Footage (multiplier of 60%)		1.60		64,109

RAC Center Space Needs / Shared Meeting & Traing Rooms - Second Level					
Room Name	Function	Equipment	Dimensions	Location in Bldg.	Recommended Net Sq. Ft.
Simulators Rooms	Shared Simlators for Baseball, Softball, 2 rooms of 4 simulators each	each simulator at 12' x 55' = 660 sf each 4 simulators in 1 room = 2,640 sf per room	12' x 15' per simulator	Second Level	2,640 per room 5280
Simulators Rooms	Simulators for Golf 2 rooms of 4 simulators each	each simulator at 15' x 15' = 225 sf. Each 4 simulators in 1 room = 900 sf per room	15' x 15' per simulator	Second Level	225 each 1800
Yoga Room Yoga Storage			40' x 40' 10' x 10'	Second Level	1600 100
Weight & Exercise Room	Free / Circuit Weights		40' x 75'	Second Level	2,500
Men's Locker / Shower Room	Locker Room with Showesr & Toilets	20 Full size lockers, benches	26' x 30'	Second Level	800
Women's Locker / Shower Room	Locker Room with Showers & Toilets	20 Full size lockers, benches	26' x 30'	Second Level	800
Meeting Rooms	2 Meeting rooms ; each Mtg. Room with divider to create 2 small rooms	tables, chairs, folding partition, multimedia projection, large display monitor	20' x 30' 2 such size	Second Level	600 sf each 1,200
Training / Workout Rooms	Shared Workout Rooms; 25' x 40' each. 2 such rooms		25' x 40' 1,000 each	Second Level	2,000
Lounge	Resting area for patrons	chairs, tables	20' x 40'	Second Level	800

Public Restrooms Men	separate restroom facilities for public only	1 watercloset, 2 urinals, 2 sinks HC accessible	16.5' x 10'	Second Level	165
Public Restrooms Women	separate restroom facilities for public use	3 waterclosets, 2 sinks HC accessible	16.5' x 10'	Second Level	165
RAC Center Second Level	Total Dept. Net Sq. Footage		-	-	17,210
				-	
	RECOMMENDED Total Dept. Gross Sq. Footage (multiplier of 60%)		1.60		27,536

City Hall, Fire Station, RAC Center - Space Needs TOTALS		
	Gross Square Feet	
City Hall & Fire Station Shared Spaces	3,416	G.S.F.
City Hall Administrative Functions	9,164	G.S.F.
Fire Station Apparatus Bays & Support Functions	10,259	G.S.F.
Fire Station Administrative Functions	6,048	G.S.F.
RAC Center / Shared Gymnasium Functions - Main Level	64,109	G.S.F.
RAC Center / Shared Meeting & Training Rooms - Second Level	27,536	G.S.F.
New Combined City Hall, Fire Station, RAC Center	120,532	Gross Sq.Ft.

CITY OF ST. FRANCIS, MN - Space Needs Study

Combined City Hall , Fire Station , and Recreational Athletic Community Center

PROBABLE COSTS - New City Hall, Fire Station, RAC Center

Hard Costs - Construction dollars		Gross SF	Cost/sq.ft.	=
* Shared Spaces - Lobby / Reception/ Public Areas	(3,416 GSF x \$195 / sq.ft.)	3,416	195	\$ 666,120
* City Hall Administrative Functions	(5,864 GSF x \$175 / sq.ft.)	5,864	175	\$ 1,026,200
* City Hall Council Chambers	(3,300 GSF x 210 / sq.ft.)	3,300	210	\$ 693,000
* Fire Station Apparatus & Support Functions	(10,259 GSF x \$110 / sq.ft.)	10,259	110	\$ 1,128,490
* Fire Apparatus Mezzanine Area	(1,056 GSF x \$ 35 / sq.ft.)	~	35	\$ 36,960
* Fire Station Administrative Functions	(6,048 GSF x \$150 / sq.ft.)	6,048	150	\$ 907,200
* RAC Center Shared Gymnasium - Main Level	(64,109 GSF x \$195 / sq.ft.)	64,109	195	\$ 12,501,255
* Rac Center Shared Mtg. & Train. Rms - 2nd Level	(27,536 GSF x \$185 / sq.ft.)	27,536	185	\$ 5,094,160
TOTAL Gross Square Footage of Combined Facilities		120,532		
* Demolition Cost of Existing Fire Station	(9,000 GSF x \$ 8 / sq.ft.)	9,000	8	\$ 72,000
* New Municipal Parking Lot across Brine St.		~		\$ 160,000
* Alley Pavement & Storm Water Sewer- South Side		~		\$ 430,140
Total 120,532 Gross Sq. Ft.			=	\$ 22,053,385

Construction Cost (Hard Costs) Total : \$ 22,715,525

Project Soft Costs - Owner's Obligations			
* Site Topographic Survey (ALTA Survey)			\$ 11,000
* Soil Borings / Geotechnical Report			\$ 12,000
* City Fees			\$ 10,500
* Building Permits / Plan Review Fees			\$ 11,978
* SAC and WAC Fees		TBD	\$ 12,500
* FFE (Furniture, Fixtures, Equipment) procurement			\$ 150,000
* Signage Package - Interior			\$ 45,000
* IT / Technology - Phones, Data Network, Security System Installation costs			\$ 75,000
* A/E Design Fees (6.5%)	6.5%	TBD	\$ 1,476,509
* Printing - Reimbursables		TBD	\$ 10,500
* Construction Contingency at 8%		0.08	\$ 1,817,242

Soft Costs Total : \$ 3,632,229

**** Dose NOT Include Land Purchase Costs**

OVERALL PROJECT BUDGET \$ 26,347,754

***** Based on a Two story building, with internal stairs and 2 elevators for public circulation.**



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		\$	-
* 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

Project Title:

ST. FRANCIS
BOTTLE SHOP
ADDITION

Map Location:

3/28/19

Revisions:

Rev. #	Date	Approved By

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 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 _____

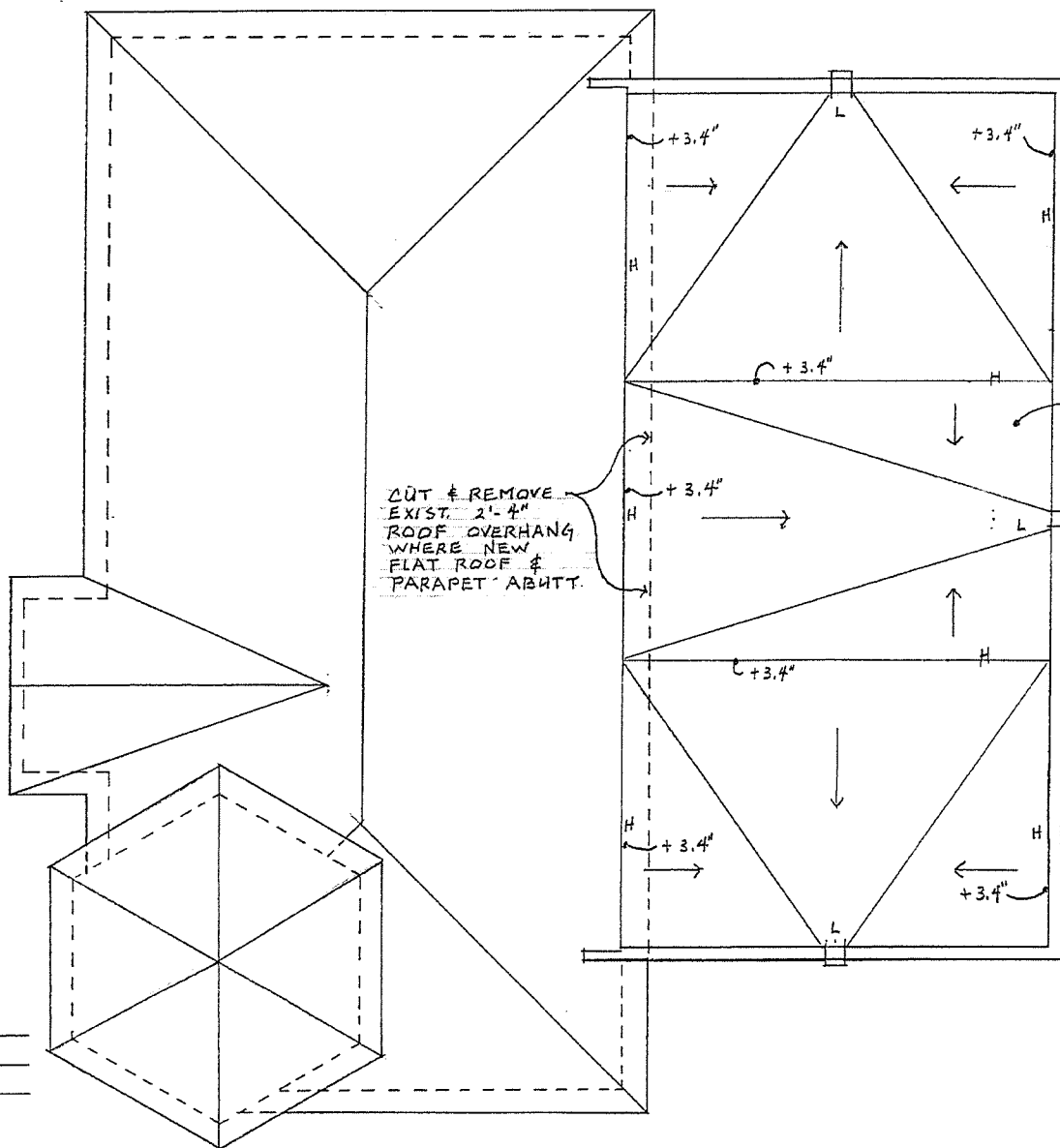
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Checked By: _____

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Sheet Title:

Sheet:



CUT & REMOVE
EXIST. 2'-4"
ROOF OVERHANG
WHERE NEW
FLAT ROOF &
PARAPET ABUTT.

TAPERED INSUL
ON NEW FLAT ROOF
STRUCTURE TO
ACHIEVE 1/4"/FT. SLOPE
TO OVERFLOW SCUPPERS

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

Project Title:

Map Location:

Revisions:

Rev. #	Date	Approved By

Note:

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Signature: _____

Printed Name: _____

Date: _____ Reg. No.: _____

Project Number: _____

Date: _____

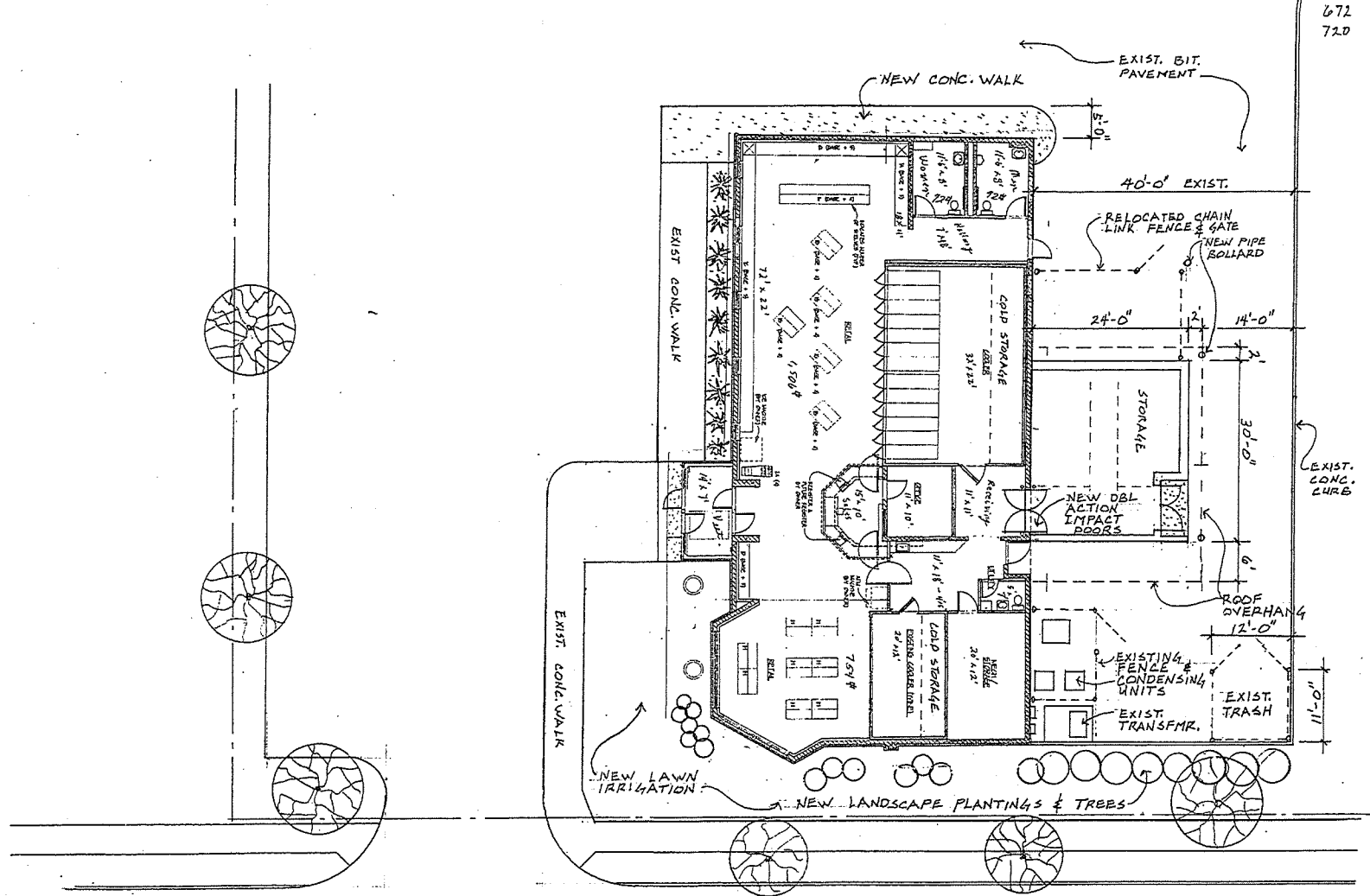
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Project Title:

Map Location:

Revisions:

Rev. #	Date	Approved By

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Signature: _____

Printed Name: _____

Date: _____ Reg. No.: _____

Project Number: _____

Date: _____

Drawn By: _____

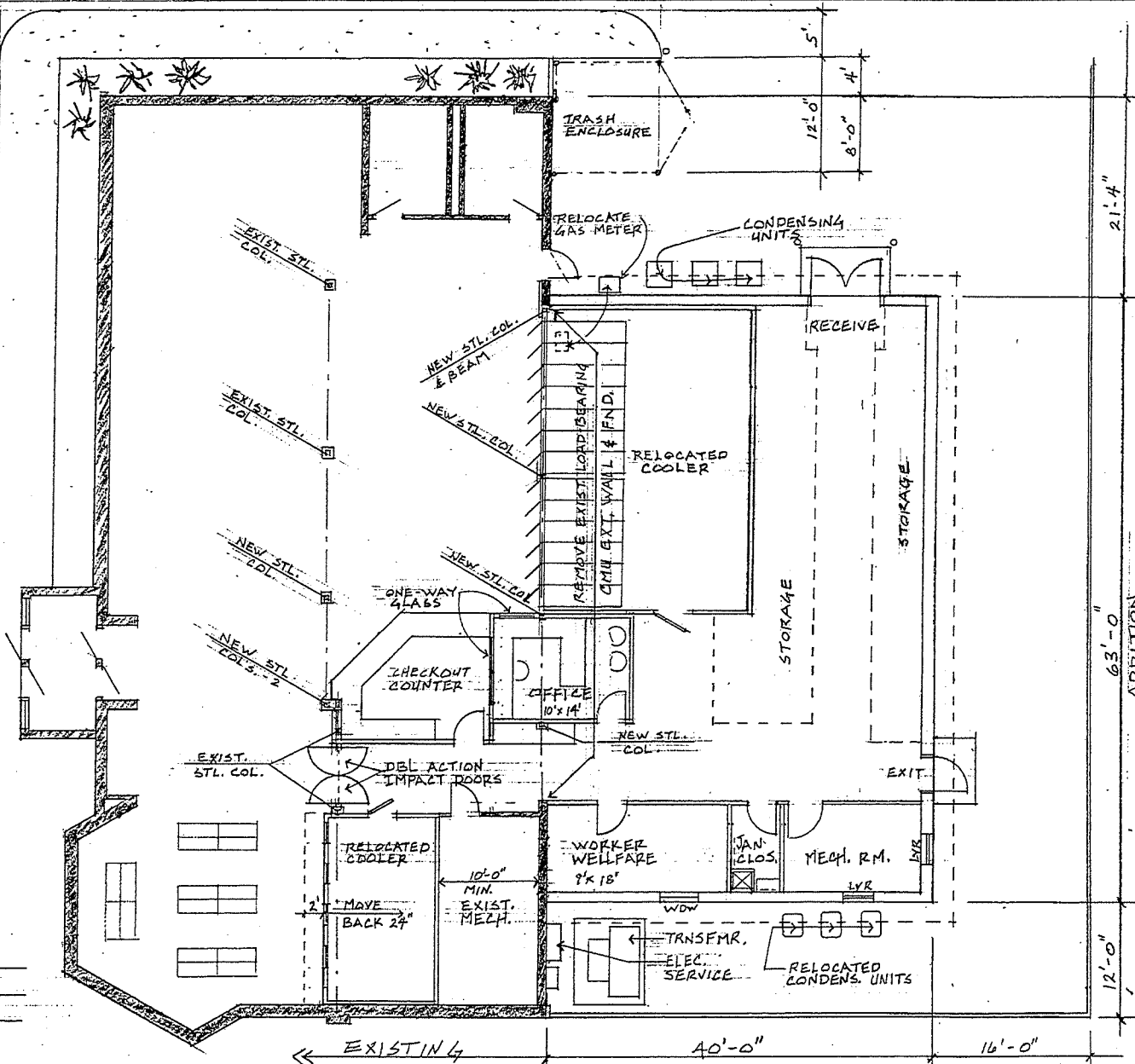
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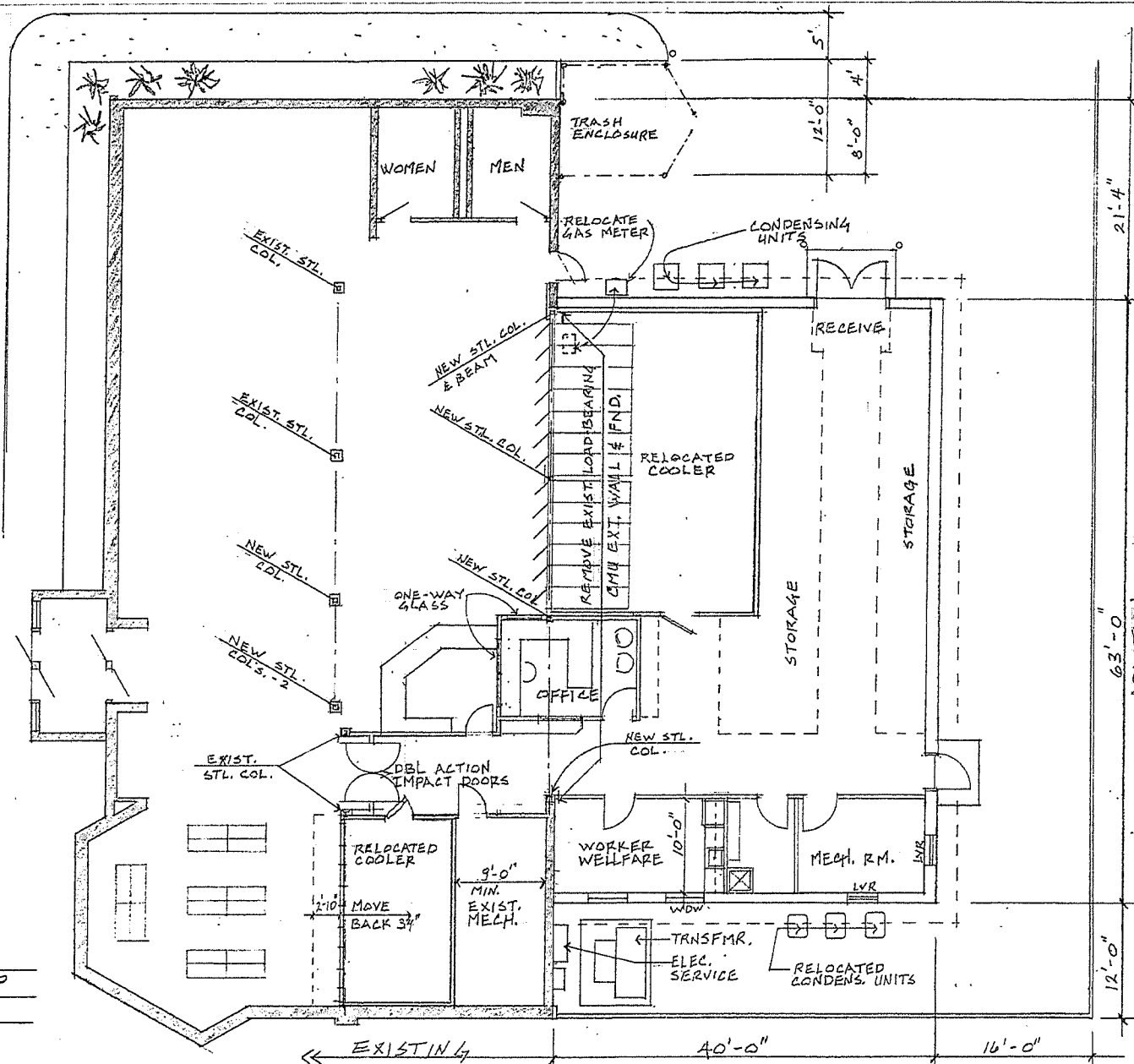
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Sheet Title:

Sheet:

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





Project Title:

Map Location:

Revisions:

Rev. #	Date	Approved By
PRELIMINARY PLANS		

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Signature _____

Printed Name: _____

Date: _____ Reg. No.: _____

Project Number: _____

DMD: _____

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