

WABASHA CITY COUNCIL
LOCATION: CITY HALL (900 Hiawatha Dr E)
Tuesday, December 18, 2024
Special Council/Workshop 4:00 PM

To join the meeting remotely by

Zoom: <https://us02web.zoom.us/j/4919475141?pwd=N1N2dEU1UFhBdkZxZWMyQm9vOTFLUT09&omn=86721329142>

Meeting ID: 491 947 5141

Passcode: 12345

Council Member Jeff Sulla will be participating in the meeting remotely: **Council member Jeff Sulla will attend the meeting via Zoom from: 639 Kingston Way The Villages, FL 32163**

All matters listed under "Consent Agenda" are considered to be routine by the City Council and will be entered by one motion. Unless requested by a Council Member or citizen, there will be no separate discussion on these items. If discussion is required regarding an item, that item will be removed from the Consent Agenda and will be considered separately.

1. **Consent**
2. **General Business**
 1. Wabasha Public Safety Feasibility Study Presentation by Brunton Architects
 2. Update to 10-year capital financial plan (Mike Bubany)
3. **Adjournment**

City Council Workshop

2. 1.

Meeting Date: 12/18/2024

ITEM TITLE: Wabasha Public Safety Feasibility Study Presentation by Brunton Architects

DEPARTMENT: Administration

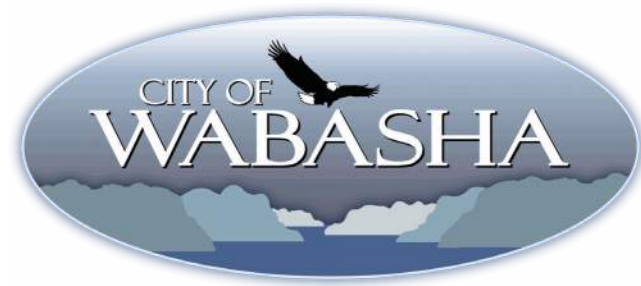
PURPOSE:

ITEM SUMMARY:

Brunton Architects was hired by the City of Wabasha to examine conditions and building needs for the ambulance hall, city hall, and potential service benefits for a combined building with police. Brunton also examined several different potential building sites and costs. They will present their findings contained in the attached report.

Attachments

Feasibility Study



WABASHA AMBULANCE, POLICE AND
CITY HALL FEASIBILITY STUDY 2024

WABASHA, MN



TABLE OF CONTENTS

Introduction	01
EXISTING FACILITIES	
Existing Facilities Evaluation	06
New Facility Options	
Space Program	18
New Construction Concepts	24
OPINION OF PROBABLE COST	48
SUMMARY	52

INTRODUCTION

City of Wabasha Public Safety and City Hall Feasibility Study Participants:

Emily Durand, Mayor
Caroline Gregerson, City Administrator
Wendy Busch, City Clerk
Tyler Grabau, Finance Department
Tony Johnson, Public Works Director
Ryan T. Marking, Ambulance Service Director
Riley Costello, Director of Emergency Management
Joe Stark, Chief of Police

Brunton Architects Team:

Corey Brunton, President/CEO
Jerry Streich, Public Safety Market Leader
Ginnie Schneider, Project Manager
Geoff Little, Architect
Tom McCone, Construction Specialist

INTRODUCTION

The City of Wabasha requested that Brunton Architects help determine the scope and probable cost of a new combination Ambulance, Police station and City Hall that would support the space needs and improve functionality of their departments. Brunton conducted a Feasibility Study to provide the City with an understanding of the design possibilities as well as the anticipated cost of the project.

SCOPE OF WORK

- Existing Facilities Evaluation (City Hall, Ambulance)
 - Tour existing buildings – City Hall, Ambulance, Police Station
 - Provide photo documentation of safety, space, function and/or technology deficiencies, as well as necessary repairs
 - Review existing building plans, if available, for current building code and accessibility compliance
 - Produce a report of findings and recommendations, including overall condition assessment, utilization and functionality, and current facility deficiencies
 - Note: As-built measurements and documentation of existing facilities is not included.
- Space Needs Study (City Hall, Ambulance, and Police)
 - Interview each department’s leaders on current space needs as well as future projections; understand department operations
 - Take inventory of required rooms and spaces for each department and organize into a program list to determine overall square footage demands
- Site Evaluation (Existing Ambulance Site, 2 new locations)
 - Analysis of vehicle flow
 - Evaluate topography/grade issues and opportunities
 - Determine potential safety concerns
 - Determine potential barriers and/or cost concerns based on known information
 - Develop concept site plans including parking, drive aisles, sidewalks, and other site amenities
 - Note- site survey and geotechnical investigation not included in this scope.
- Concept Design
 - Develop room adjacency diagrams that respond to specific site layout
 - Arrange blocks on site to verify layout and size adequacy
- Cost Estimates
 - Use any and all of the deliverables listed above to develop an opinion of probable construction costs that may be experienced if construction begins in 2025
 - One estimate provided for deferred maintenance of City Hall (Task 1)
 - One estimate provided for renovation/addition to existing ambulance (Task 2)
 - Two estimates provided for joint facility options (Task 3, one per site)
 - Four square-footage based cost estimates provided for stand-alone facilities on new site (Task 3, one per department)
- Presentation of potential funding sources
 - Assist the City in finding eligible design and construction grants and financing opportunities
 - Advise on potential reuse options for the existing city buildings, and work with the City to determine a phased operations plan for each department
- Study Report
 - Compiled document summarizing the entirety of the scope of work, Brunton’s professional analysis and recommendations
 - Present findings and recommendations to City Council

INTRODUCTION

City of Wabasha
Population: 2,592

Ambulance Department

Current Location(s):
129 Hiawatha Dr W
Wabasha, MN 55981
Number of members: Four full-time, four part-time, approximately 17 volunteer staff, one additional full-time staff anticipated for 2025
Service Area: 140 square miles
Existing Facility Square Footage: 2,400
Annual Call Volume
2023 - 522 Total
2024 - 900 Total (anticipated)

Police Department

Current Location:
Wabasha County Sheriff’s Office
848 17TH Street East
Wabasha, MN 55981
Number of members: Eight full-time officers, three administrative staff

City Hall

Current Location:
900 Hiawatha Dr E
Wabasha, MN 55981
Year Built: 1961
Existing Facility Square Footage: 4,420

Project Goals:

In addition to the desired scope of services, the team identified the following project goals:

- Identify Cost-Effective Solutions*
Present a range of options that align with available funding sources and the City’s financial capabilities, ensuring a sustainable approach to implementation.
- Address Long-Term Departmental Needs*
Ensure that proposed solutions account for both the current and future requirements of the Ambulance, Police, and City Hall departments, promoting a strategic long-term vision.
- Enhance Operational Efficiency*
Recommend practical and feasible strategies for co-locating departments to foster collaboration and streamline operations under a unified facility.
- Enhance Safety for Public and Staff*
Prioritize the safety of both community members and personnel in all proposed solutions, ensuring that design and operational strategies effectively mitigate risks.

INTRODUCTION

METHODOLOGY

Programming

The feasibility study commenced with an initial review of the space requirements for the Ambulance Service, Police Department, and City Hall. The City expressed interest in exploring a new combined facility to address the community’s evolving needs. Our team conducted meetings with representatives from the Ambulance and Police Departments, as well as City officials, to assess space requirements and discuss functional needs unique to each department. These sessions included tours of current facilities, discussions on future growth projections, a review of department operations and culture, and an evaluation of operational procedures and potential site layouts. Based on these discussions, Brunton developed a comprehensive list of required spaces identified by both departmental and City stakeholders. This information, along with industry standards and professional expertise, was used to develop a programming document that defined the square footage requirements for the proposed facility.

Site Evaluation

Following confirmation of potential development sites with the City, our team assessed each location by reviewing property lines, setbacks, and easements to determine the buildable area. Additionally, we analyzed traffic patterns and ensured compliance with local building codes and zoning ordinances as specified by the City of Wabasha. These findings informed our recommendations for programmatic requirements and site layouts.

Space Planning

Once site feasibility was established, the next step involved translating the program requirements into scaled site block diagrams. Utilizing data from the City of Wabasha’s GIS system, Google Earth imagery, and on-site observations, we developed site context diagrams. A key focus of the traffic flow analysis was to ensure the safe separation of vehicular and ambulance traffic, emphasizing safety and clear sight lines.

Concurrently, we began developing detailed block diagrams. Leveraging our expertise and understanding of each department’s operational needs, we refined the spatial relationships between programmatic elements and their integration with both the site and existing facilities. Future expansion opportunities were also considered during this phase.

Cost Estimation

The final stage of the feasibility study involved generating a Professional Opinion of Probable Cost based on the site plans, block diagrams, and recommend envelope construction systems. Our Construction Specialist utilized project square footage, building footprint, site work estimates, current market data, and comparable projects to provide a cost breakdown for the various sites and building concepts. The breakdown includes cost of construction if built in 2025, 2026, and 2027 assuming steady rates of inflation.

EXISTING FACILITIES

EXISTING FACILITIES EVALUATION - AMBULANCE

EXISTING AMBULANCE FACILITY OBSERVATIONS

The Existing Facility Evaluation is based on visual observations taken during a tour of the Ambulance Station, located at 129 Hiawatha Drive West, on September 9th, 2024. On-site measurements were not taken. The deficiencies noted below are substantial, though aren't all-encompassing.

FACILITY OBSERVATIONS BY BRUNTON

Structural Observations

- The exterior concrete apron is pulling away from the building, indicating differential settlement.
- The concrete masonry foundation is exposed to moisture and is deteriorating in some locations.

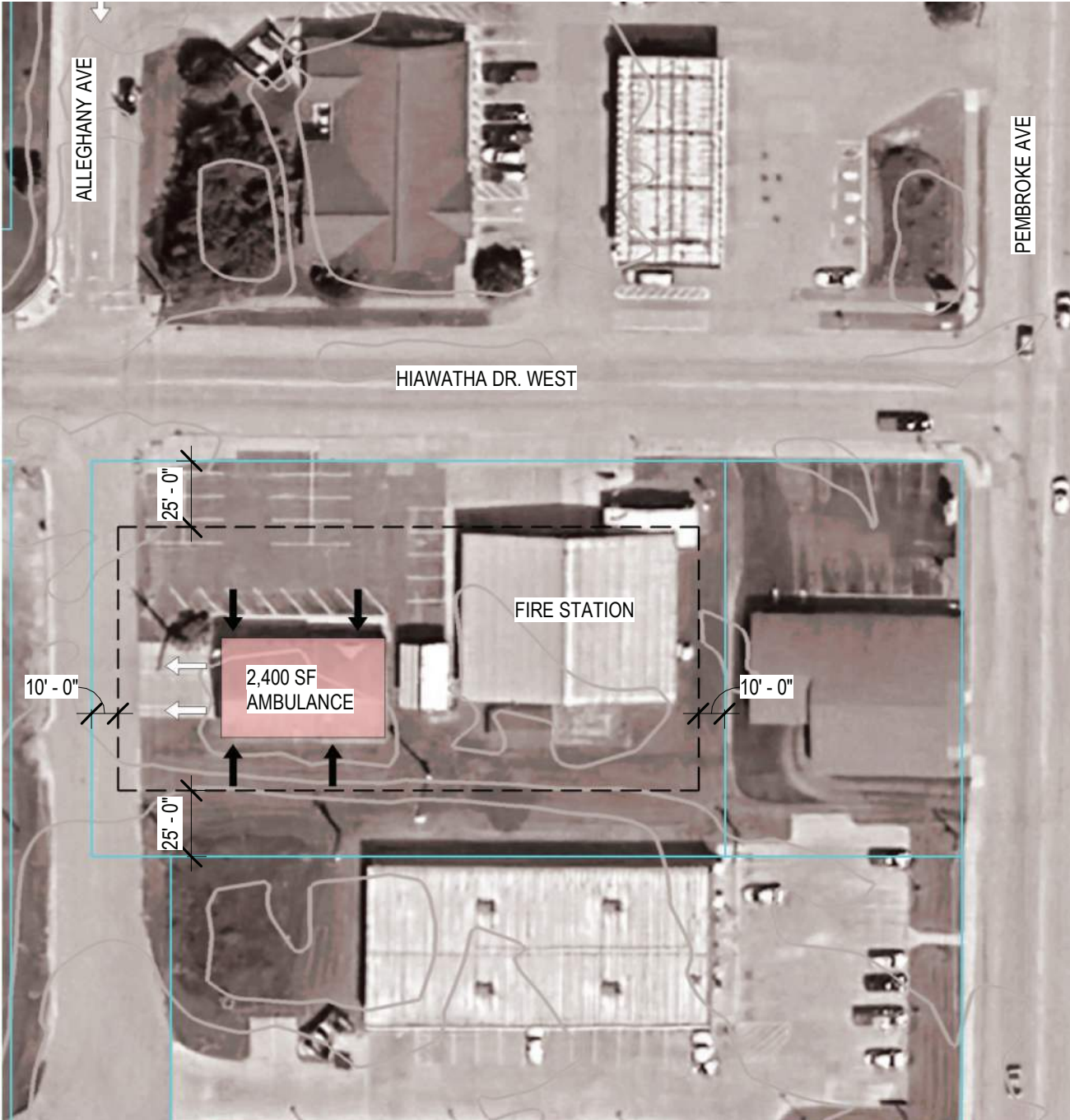
Operational Observations

- There is a lack of proper ventilation in the ambulance bays.
- There is a lack of storage for medical supplies and personal protective equipment. Currently, supplies are stored in the apparatus bay and exposed to carcinogens from the vehicle exhaust.
- The facility only includes one bedroom and when two people are on shift overnight this requires that one person either sleep on the sofa or at a hotel.
- The facility does not have a dedicated space for decontamination of people or equipment.
- The building is not fire sprinklered, which poses a financial risk to emergency vehicles and equipment.
- The site provides 28 off-street parking stalls, shared between the ambulance and volunteer fire department. During an emergency event this is insufficient to accommodate first responders.

AMBULANCE STATION STRUCTURE AND SYSTEMS EVALUATION Wabasha, Minnesota 2024		
SYSTEM	CONDITION	COMMENTS
Structure	Fair	Settlement issues, foundation deterioration
Roofing	Good	No known issues
Cladding	Good	No known issues
Windows & Doors	Good	No known issues
Insulation	Good	No known issues
Plumbing	Good	No known issues
HVAC	Fair	Lack of vehicle exhaust
Electrical	Good	No known issues
Lighting	Fair	Incandescent bulbs, LED would be more efficient

EXISTING FACILITIES EVALUATION - AMBULANCE

129 Hiawatha Drive West



**SITE PLAN KEY**

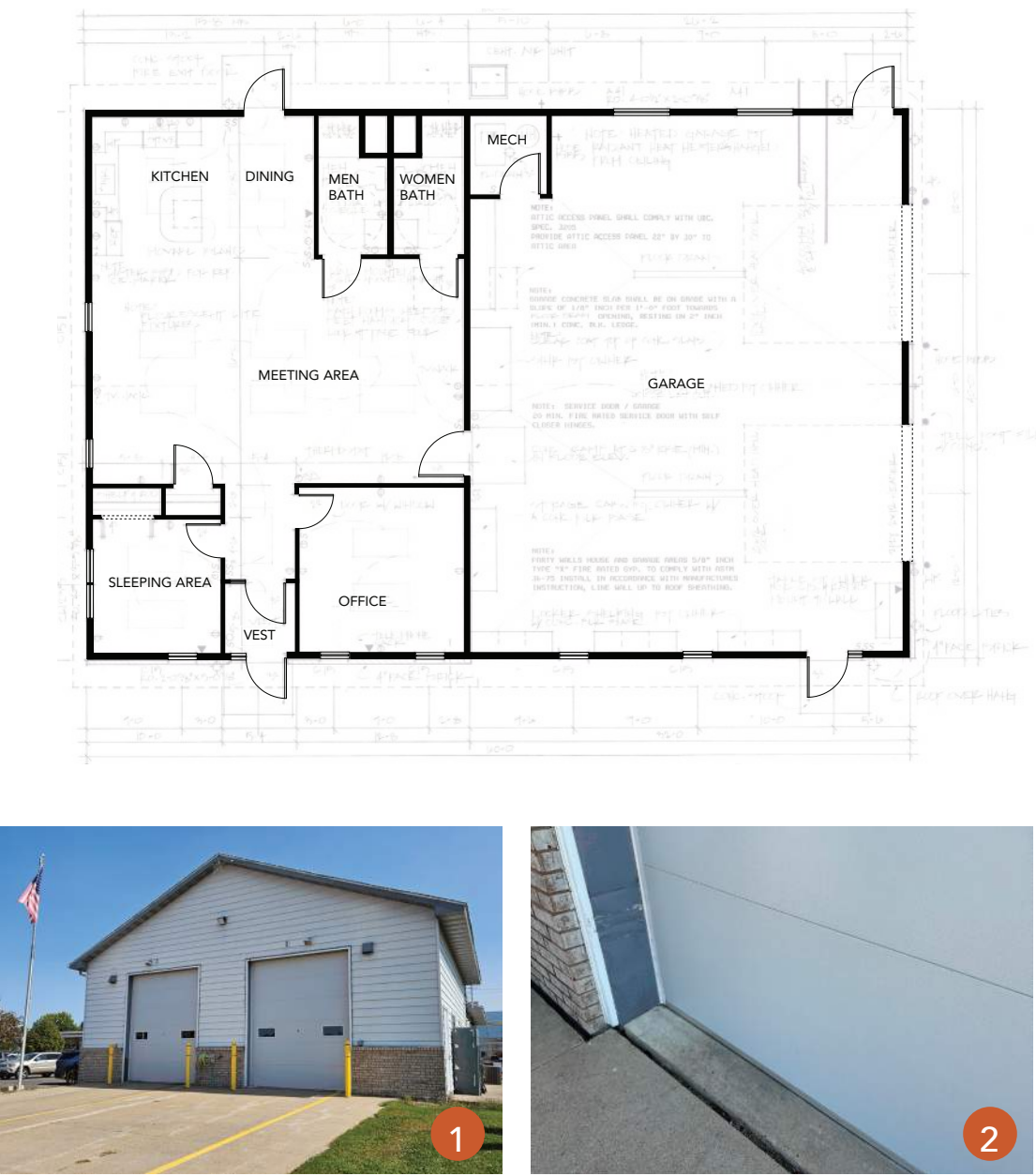
 LOT LINE

 SITE SETBACK

 TRAFFIC FLOW

 ENTRANCE/EXIT

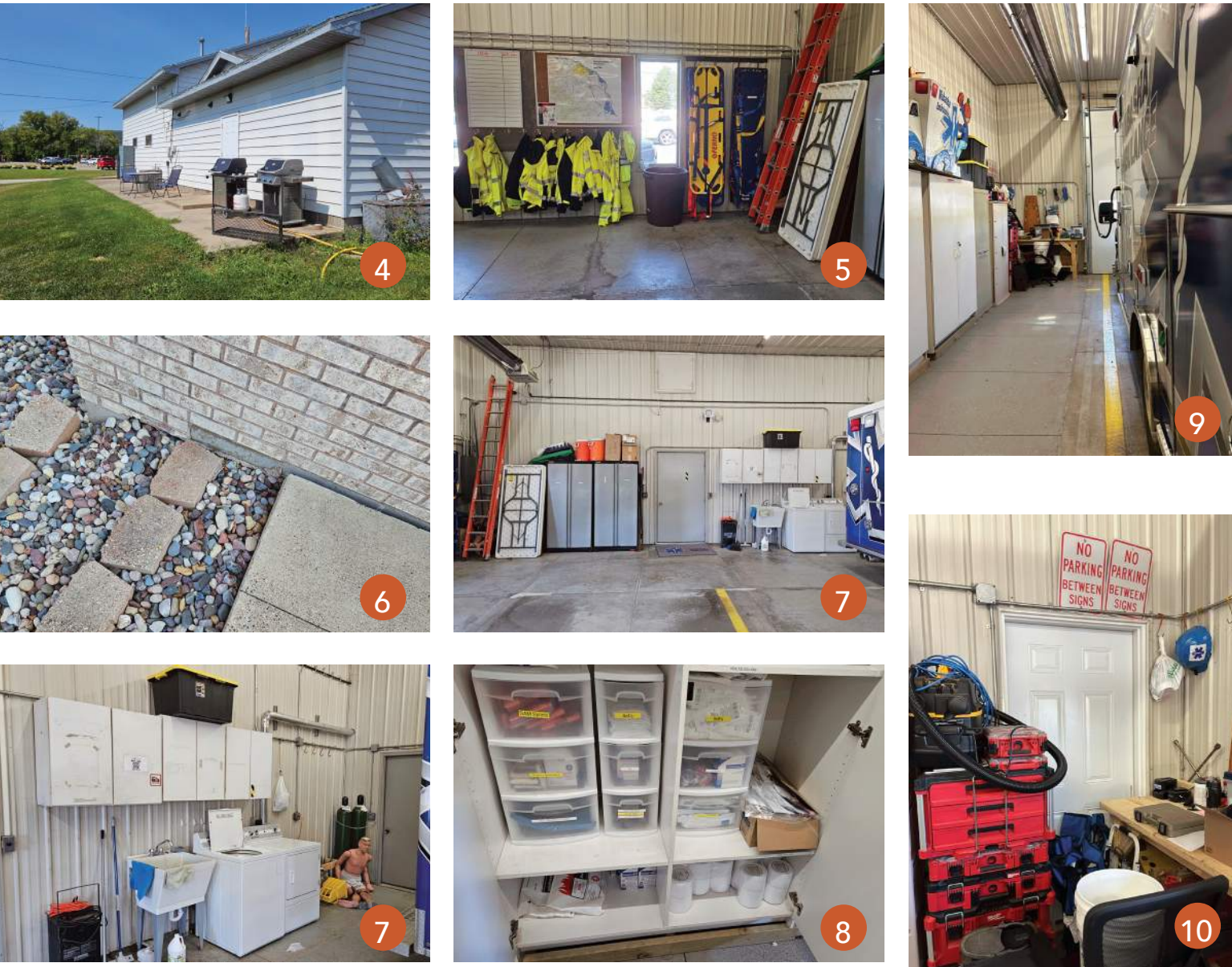
EXISTING FACILITIES EVALUATION - AMBULANCE



EXISTING AMBULANCE STATION OBSERVATIONS

- 1. The existing overhead doors are 10' wide by 12' tall. Ideally the doors should be 12' wide in order to accommodate newer vehicles
- 2. The concrete apron at the overhead doors is pulling away from the foundation. This indicates differential settlement of the concrete.
- 3. The concrete step into the building slopes significantly due to differential settlement. Entrance is not accessible.

EXISTING FACILITIES EVALUATION - AMBULANCE



EXISTING AMBULANCE STATION OBSERVATIONS

- 4. Informal patio in back of building only allows space for one to two people.
- 5. Personal protective equipment is stored in the apparatus bay making it subject to carcinogens from the vehicle exhaust.
- 6. The exposed masonry foundation is deteriorating in some locations.
- 7. There is a lack of dedicated storage for training equipment and medical equipment
- 8. There is visible residue due to vehicle exhaust in the cabinets where medical supplies are stored.
- 9. There is not adequate space for a maintenance/work area.
- 10. The second exit from the apparatus bay is blocked by equipment storage.

EXISTING FACILITIES EVALUATION - AMBULANCE

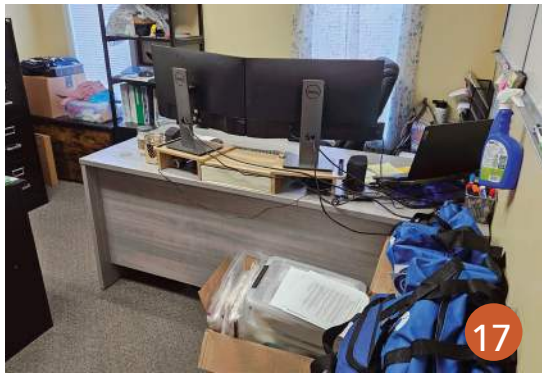
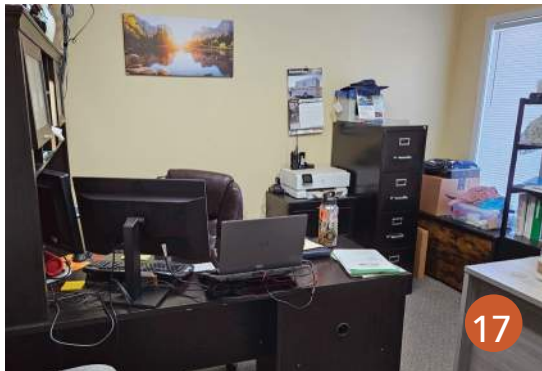


EXISTING AMBULANCE STATION OBSERVATIONS

- 11. There is limited space for the copy/work area.
- 12. The facility only includes one bedroom, and when two people are on shift overnight this requires that one person either sleep on the sofa or at a hotel.
- 13. Exercise equipment located in the day room. No dedicated fitness space.
- 14. Kitchen layout is not ADA compliant. Storage cabinets are acting as pantries.
- 15. There is a lack of seating space for training activities.

*Photo courtesy of Wabasha Ambulance

EXISTING FACILITIES EVALUATION - AMBULANCE



EXISTING AMBULANCE STATION OBSERVATIONS

- 16. Training equipment is stored in the restrooms. Restroom layout is not ADA compliant.
- 17. There is a lack of office space. Currently there are two workstations in the office with limited storage space and room for circulation
- 18. Laundry located at back of ambulance bay behind exhaust. Limited maneuvering space for loading/unloading back of vehicles.

EXISTING FACILITIES EVALUATION - CITY HALL

EXISTING CITY HALL FACILITY OBSERVATIONS

The Existing Facility Evaluation is based on visual observations taken during a tour of the City Hall, located at 900 Hiawatha Drive East, on September 9th, 2024. On-site measurements were not taken. The deficiencies noted below are substantial, though aren’t all-encompassing.

Operational Observations

- There is a lack of acoustical separation between the offices and hallway due to mechanical vents and louvers between rooms and the main hallway.
- There is a lack of adequate storage throughout the facility.
- There is only one single-user restroom available for both the public and staff.
- During Council meetings the public has access to most of the building due to the lack of built separation beyond the public restroom.
- If building official needs to sit down with a member of the public, they bring them back into the “secure” side of the building to the conference room.
- The building is not fire sprinklered.
- The building has 2 single-user restrooms, one of which is accessible only through a private office. The public-use restroom is not ADA-compliant.
- The site has 32 off-street parking stalls, which are used by City staff and community members using the adjacent recreational facilities.

CITY HALL STRUCTURE AND SYSTEMS EVALUATION Wabasha, Minnesota 2024		
SYSTEM	CONDITION	COMMENTS
Structure	Good	No known issues
Roofing	Good	No known issues
Cladding	Good	No known issues
Windows & Doors	Good	No known issues
Insulation	Poor	Very minimal attic and mechanical ductwork insulation. Exterior insulation is unknown.
Plumbing	Good	No known issues
HVAC	Poor	The hallway acts as the air return, causing inconsistent temperatures throughout the building
Electrical	Good	No known issues
Lighting	Fair	Incandescent bulbs as opposed to LED

EXISTING FACILITIES EVALUATION - CITY HALL

900 Hiawatha Drive East

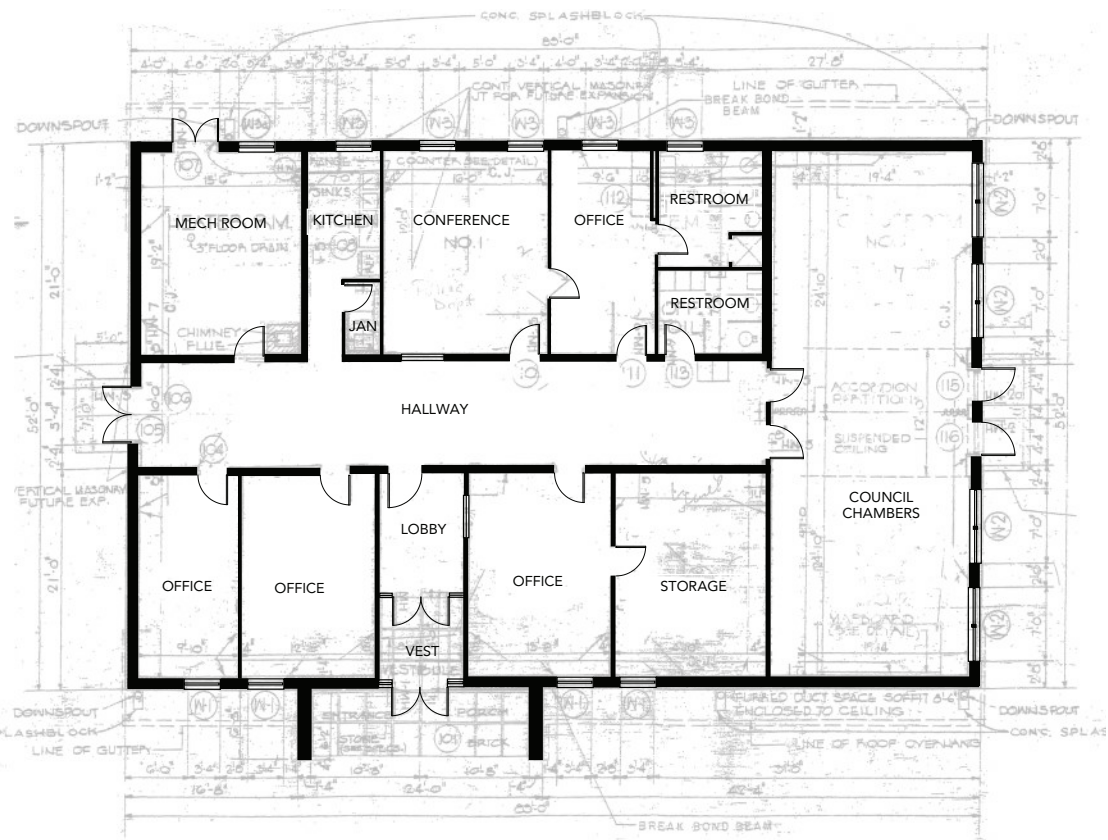




SITE PLAN KEY

- LOT LINE
- SITE SETBACK
- TRAFFIC FLOW
- ENTRANCE/EXIT

EXISTING FACILITIES EVALUATION - CITY HALL



EXISTING CITY HALL OBSERVATIONS

- 1. Window only allows for one staff to serve customers at a time. Currently only one work station has access to the window. The service window does not have a counter for customers.
- 2. The kitchen/break area only allows for one person to use the space at a time. There is no seating area to eat in break room, so most eat at desks. Layout and appliances are not ADA compliant.
- 3. Building exterior. Public entry is around the corner from parking lot.

EXISTING FACILITIES EVALUATION - CITY HALL



EXISTING CITY HALL OBSERVATIONS

- 4. File/storage room is overflowing due to lack of space and poor layout. Room is not fire-rated.
- 5. Construction plans and misc. supplies are currently stored in private restroom
- 6. Acoustical wall panels have been added to the conference room to control sound
- 7. Seasonal items and miscellaneous supplies are currently stored in the mechanical room. Election materials are also stored in this room.
- 8. Acoustical wall panels have been added to the Council Chambers to control sound. Lack of carpet or acoustical ceiling tiles creates reverberation issues. Miscellaneous tables have been added to the dais to provide additional seating. Cords run to outlets along walls pose tripping hazards. Some council members have their backs to the windows, and council does not have a door to exit in case of emergency, both of which are safety concerns.

SPACE NEEDS ASSESSMENT

SPACE PROGRAM

SPACE PROGRAMMING					
					
WABASHA PUBLIC SAFETY/CITY HALL Wabasha, Minnesota 2024					
SPACE DESCRIPTION	NOTES	WIDTH	LENGTH	QUANTITY	PROPOSED SF
Shared Spaces - Combined					
Vestibule		10	8	1	80
Lobby/Waiting/Display	Includes small sitting area for people to wait	14	16	1	224
General Storage		12	12	1	144
Janitors Closet	One per dept.	8	6	3	144
Mechanical/Elec. Room	Include water softener	30	20	1	600
Restroom (3-Stall)	Public	8	16	2	256
Elevator / Elevator Equipment		8	10	3	240
Stair		10	20	2	400
Conference Room	8-10 people w/ conf. table	16	12	1	192
Multi-Purpose Training Room / Council Chambers	Approximately 50 people	30	40	1	1200
Data/AV/IT Closet	To serve training room	8	8	1	64
Table/Chair Storage		14	20	1	280
Fitness Room	Open to city staff	16	16	1	256
Kitchen/Break Room		14	20	1	280
Shared Spaces Subtotal:					4,360
Support Spaces - Ambulance Only					
Vestibule		8	8	1	80
General Storage		12	12	1	144
Conference Room	8-10 people w/ conf. table	16	12	1	192
Janitors Closet		8	6	1	48
Mechanical/Elec. Room	Include water softener	12	14	1	168
Restroom	Public	8	8	2	128
Multi-Purpose Training Room	Approximately 50 people	25	30	1	750
Data/AV/IT Closet	To serve training room	6	6	1	36
Table/Chair Storage		12	16	1	192
Fitness Room		16	16	1	256
Shared Spaces Subtotal:					1,994

SPACE PROGRAM

Ambulance Department					
Administrative					
Office		10	14	2	280
Restroom (unisex)	Private	8	8	1	64
Ambulance Training Storage	"Storage space" off of training	10	16	1	160
Bays & Support					
Ambulance Bays	Full-length drains, vehicle exhaust, hot water hoses, include work area	18	50	3	2700
Restroom	To serve ambulance bays	8	8	1	64
Decontamination Area	Table, two washers, one dryer	10	12	1	120
Supply Room	Climate controlled	12	14	1	168
Crew/Sleeping Quarters					
Day Room	Cabinets, countertop, fridge, stove/oven, microwave, dishwasher, dining area	24	30	1	720
Personal Storage	Individual lockers	4	8	1	32
Storage	Towels, linens, etc.	4	6	1	24
Overnight Restrooms/Shower		10	12	2	240
Sleep Rooms	Acoustic separation	10	12	4	480
Outdoor Patio	Want				
Ambulance Dept. Subtotal:					5,052

SPACE PROGRAM

City Hall					
Private Office (2 Workstations)	Adjacent to reception counter	18	24	1	432
Administrator Office		12	16	1	192
Office	Includes 2 future	12	10	4	480
Restroom	To serve ambulance bays	8	8	1	64
Mail/Copy/Work Area		8	10	1	80
Plan/File Storage		12	18	1	216
Conference Room	12-14 people w/ conf. table	20	14	1	280
City Hall Subtotal:					1,744
Police Department					
Administrative					
	Adjacent to shared reception, separate window from City, visually/acoustically separated				192
Reception Area		12	16	1	
Office		10	14	3	420
Officers Bull Pen		18	30	1	540
Restroom	To serve ambulance bays	8	8	1	64
Soft Interview	Adjacent to shared reception, multipurpose.	10	12	1	120
Hard Interview	Adjacent to shared reception, multipurpose.	10	12	1	120
Copy/Work		8	10	1	80
Police Training Storage	"Storage space" off of training	10	16	1	160
Dog/Cat Rescue Area	1-10 animals, sometimes for weeks	12	18	1	216
Fenced-in Area for Dogs and Cats					
Parking					
Squad Bays		30	12	2	720
Large Evidence Storage	Can be used also for training storage	20	20	1	400
Compressor Room	Air compressor, 42" door	8	10	1	80
Support					
	Stainless steel counter with sink, casework for processing equipment/materials, no fume hood				96
Evidence Processing		8	12	1	
Evidence Storage	W/ Pass Through, Adjacent to Parking	20	30	1	600
Equipment Storage	Ammunition, misc. equipment	16	20	1	320
Armor Room	Secure storage and weapon cleaning, Eye-wash	10	14	1	140
Secure File Storage		10	14	1	140
Server Room		6	8	1	48
Women's Locker Room	Including shower	12	16	1	192
Men's Locker Room	Including shower	12	16	1	192
Storm Shelter	Location TBD				
Total Police Dept. Subtotal					4,840

Total Net Floor Area					15,996
Total Net Area for Vehicle Bays					3,420
Circulation Factor					20.00%
Circulation	Not including Vehicle Bays				2,515
Total Area					21,931

City Hall/Ambulance					13,164
Police/Ambulance					16,286
Ambulance					8,103

ADVANTAGES OF ONE CITY FACILITY FOR PUBLIC SERVICES

Cost Savings: Building and maintaining a separate facility for each department is expensive. Sharing space can significantly reduce construction costs, operational expenses (utilities, maintenance), and potentially even staffing costs if certain functions can be consolidated.

Increased Efficiency: Shared spaces can streamline operations. For example, a common training room, meeting rooms, and break room could improve communication and collaboration between departments.

Enhanced Public Safety: Shared facilities can foster closer working relationships between Police, Ambulance and City personnel, leading to better coordination during emergencies and potentially faster response times.

Improved Community Engagement: A shared facility could serve as a central hub for community outreach programs, fostering a stronger sense of partnership between the departments and the community they serve.

Considerations for Shared Facilities:

Security: Balancing the security needs of the departments is crucial. Separate entrances, secure areas for sensitive materials, and clear protocols for access and movement within the building are essential.

Privacy: Maintaining the privacy of sensitive information and operations for each department is vital. Dedicated spaces and clear protocols for data handling are necessary.

Operational Differences: The operational needs of Police, Ambulance, and City departments can differ significantly. Careful planning is required to ensure that the shared space accommodates the unique requirements of each department.

Cultural Differences: The cultures and work styles of the departments can vary. Open communication and a commitment to collaboration are essential to ensure a successful shared facility.

Conclusion:

Sharing facilities between the Police, Ambulance and City departments presents a compelling opportunity to improve efficiency, reduce costs, and enhance public services. By carefully considering the advantages and challenges, and by engaging in a collaborative planning process, the departments can benefit from a shared facility that serves the needs of the community. This scenario presents a compelling opportunity to explore the benefits of shared facilities between the police, ambulance and City departments.

NEW CONSTRUCTION CONCEPTS

SITE EVALUATION - POTENTIAL LOCATIONS



* Graphic provided by others



SITE EVALUATION - POTENTIAL LOCATIONS

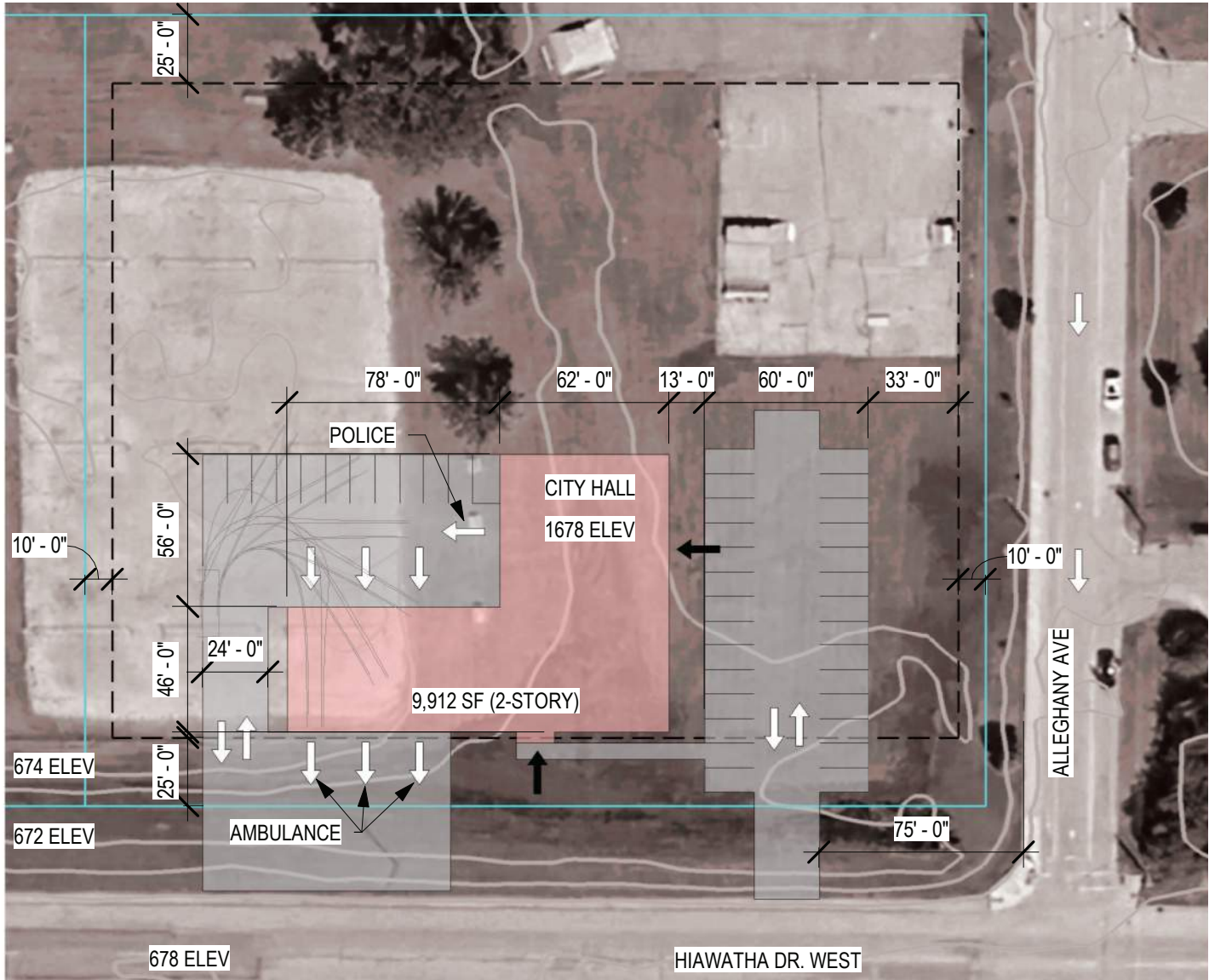


SITES EVALUATED FOR NEW STATION

- A** Athletic Field - 208 Hiawatha Dr W.
 - a. With the future Highway 60 re-routing project, this location provides quick access to the Mississippi bridge as well as Highway 60. The site is currently owned by the City.
- B** Mosquito Field - 306 Hiawatha Dr W.
 - a. This site has quick access to the Mississippi bridge as well as Highway 60. The site is currently owned by the City.
- C** North Parcel of Athletic Field - 205 4th Grant Blvd. W.
 - a. This site has quick access to the Mississippi bridge as well as Highway 60. The site is currently owned by the City.
- D** Existing Ambulance Facility - 129 Hiawatha Dr W.
 - A. This site is shared with the Fire Station and is currently owned by the City.

NEW STATION CONCEPTS - SITE PLAN A - OPTION 1

Athletic Field - Combination Ambulance/City Hall/Police
208 Hiawatha Dr W.



IMPERVIOUS SURFACE COVERAGE - ZONED S-2

- 95,700 SF Lot
- 31,110 SF Impervious
- 33% Lot Coverage
- S-2 Requirement: 25% max, would require replatting



SITE PLAN KEY

- LOT LINE
- - - SITE SETBACK
- ← TRAFFIC FLOW
- ENTRANCE/EXIT

ATHLETIC FIELD SITE EVALUATION | Wabasha, Minnesota | 2024

SYSTEM	CONDITION	COMMENTS
Safety	Excellent	
Available Infrastructure	Excellent	
Available Space	Excellent	2.2 acre site
Response Times	Excellent	Access to highway 60 and the Mississippi bridge
Construction Impact on Existing Operations	Excellent	Existing operations could remain at the existing facilities during construction
City's Ability to Acquire Property	Excellent	The property is currently owned by the City
Overall "Fit" for Proposed Use	Good	This location is ideal for commercial development.

NEW STATION CONCEPTS - SITE PLAN A - OPTION 2

Athletic Field - Combination Ambulance/City Hall/Police
208 Hiawatha Dr W.



PROS OF SITE

- Visibility to community, would promote and set the standard for the new development.
- Ability to safely separate public from first responders.
- Provides the ability to expand
- Police parking on the north where less visible to public
- Access directly from Hiawatha is preferred.

CONS OF SITE

- Will require significant grading to bring the site to a proper elevation. The City will perform a hydrological study to address grading and water management.
- The property is currently in the 100-year flood plain.
- Option 2 with access onto Alleghany is less functional with one-way traffic
- Location is ideal for commercial development

PHASED OPERATIONS

- Current operations will be able to be maintained until the completion of construction.

NEW STATION CONCEPTS - SITE PLAN A - OPTION 3

Athletic Field - Ambulance Only
208 Hiawatha Dr W.



IMPERVIOUS SURFACE COVERAGE - ZONED S-2

- 95,700 SF Lot
- 27,225 Impervious
- 28% Lot Coverage
- S-2 Requirement: 25% max, would require replatting

NEW STATION CONCEPTS - SITE PLAN A - OPTION 3

Athletic Field - Ambulance Only
208 Hiawatha Dr W.

PROS OF OPTION

- Visibility to community, would promote and set the standard for the new development.
- Ability to create a “new” municipal building.
- Ability to safely separate public from first responders.
- Provides the ability to expand
- Staff parking on the north where less visible
- Provides an economical facility for the Ambulance Department

CONS OF OPTION

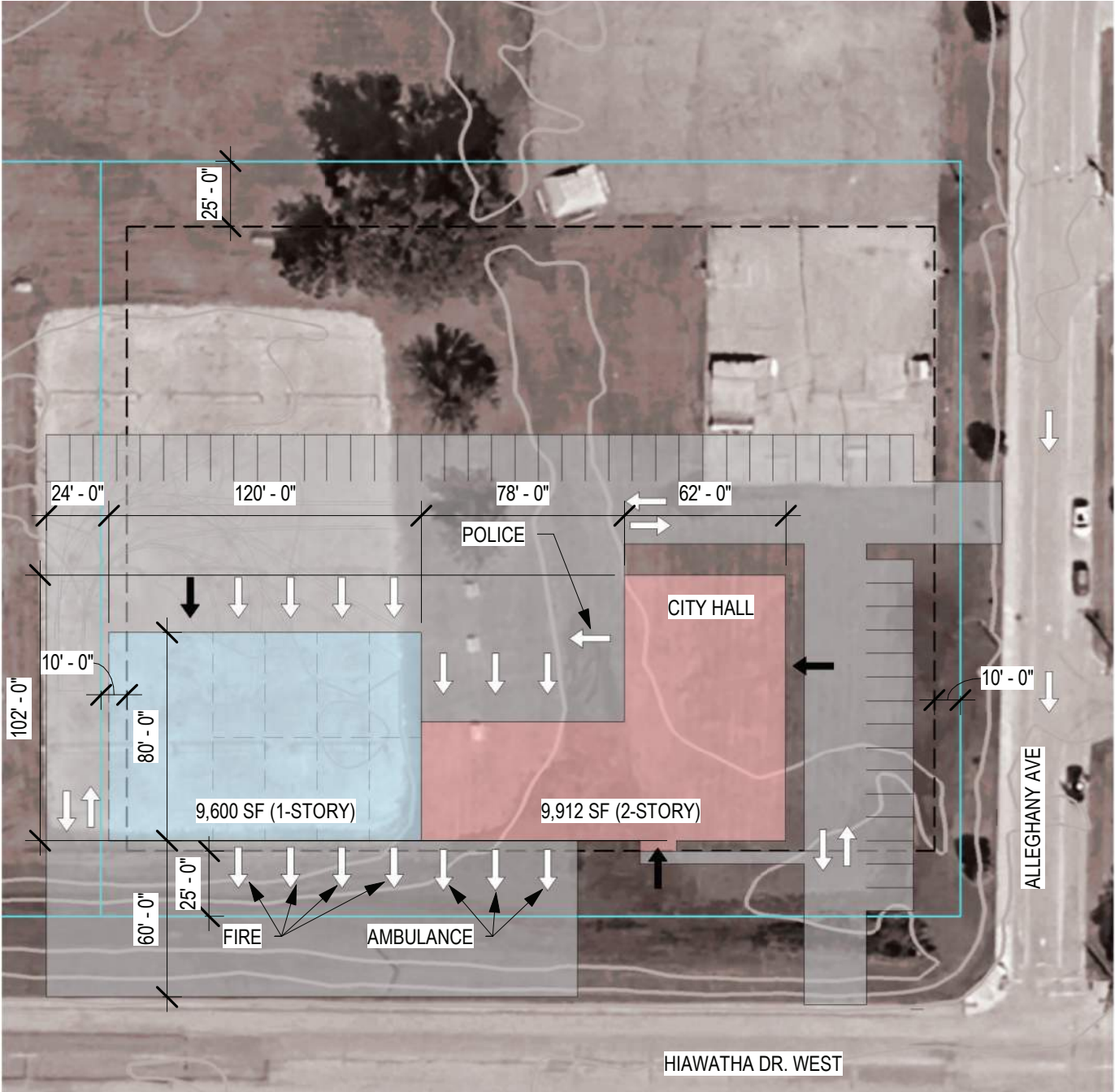
- Will require significant grading to bring the site to a proper elevation. The City will perform a hydrological study to address grading and water management.
- The property is currently in the 100-year flood plain.
- This option does not include relocating the City Hall or Police Department.

PHASED OPERATIONS

- Current operations will be able to be maintained until the completion of construction.

NEW STATION CONCEPTS - SITE PLAN A

Athletic Field - Combination Ambulance/City Hall/Police/Fire
208 Hiawatha Dr W.



NEW STATION CONCEPTS - SITE B - OPTION 1

Mosquito Field- Combination Ambulance/City Hall/Police
306 Hiawatha Dr W.



SITE PLAN KEY

- LOT LINE
- SITE SETBACK
- TRAFFIC FLOW
- ENTRANCE/EXIT

NEW STATION CONCEPTS - SITE B - OPTION 1

Mosquito Field- Combination Ambulance/City Hall/Police
306 Hiawatha Dr W.

MOSQUITO FIELD SITE EVALUATION Wabasha, Minnesota 2024		
SYSTEM	CONDITION	COMMENTS
Safety	Excellent	
Available Infrastructure	Excellent	
Available Space	Fair	2.5 acre site, approximately 1 acre is adjacent to the river and would be relatively unbuildable
Response Times	Excellent	Access to highway 60 and the Mississippi bridge
Construction Impact on Existing Operations	Excellent	Existing operations could remain at the existing facilities during construction
City's Ability to Acquire Property	Excellent	The property is currently owned by the City
Overall "Fit" for Proposed Use	Good	Will require significant grading to bring to a proper elevation.

IMPERVIOUS SURFACE COVERAGE - ZONED S-1

- 112,200 SF Lot (south portion of existing lot)
- 31,606 Impervious
- 28% Lot Coverage
- S-1 Requirement: 25% max, would require replatting or variance

Note: Property includes area north of Hiawatha. Replatting of the property is assumed for future development.

PROS OF OPTION

- Visibility to community, would promote and set the standard for the new development.
- Ability to safely separate public from first responders
- Provides adequate vehicular circulation for each department
- Site grades make it less desirable for commercial developers

CONS OF OPTION

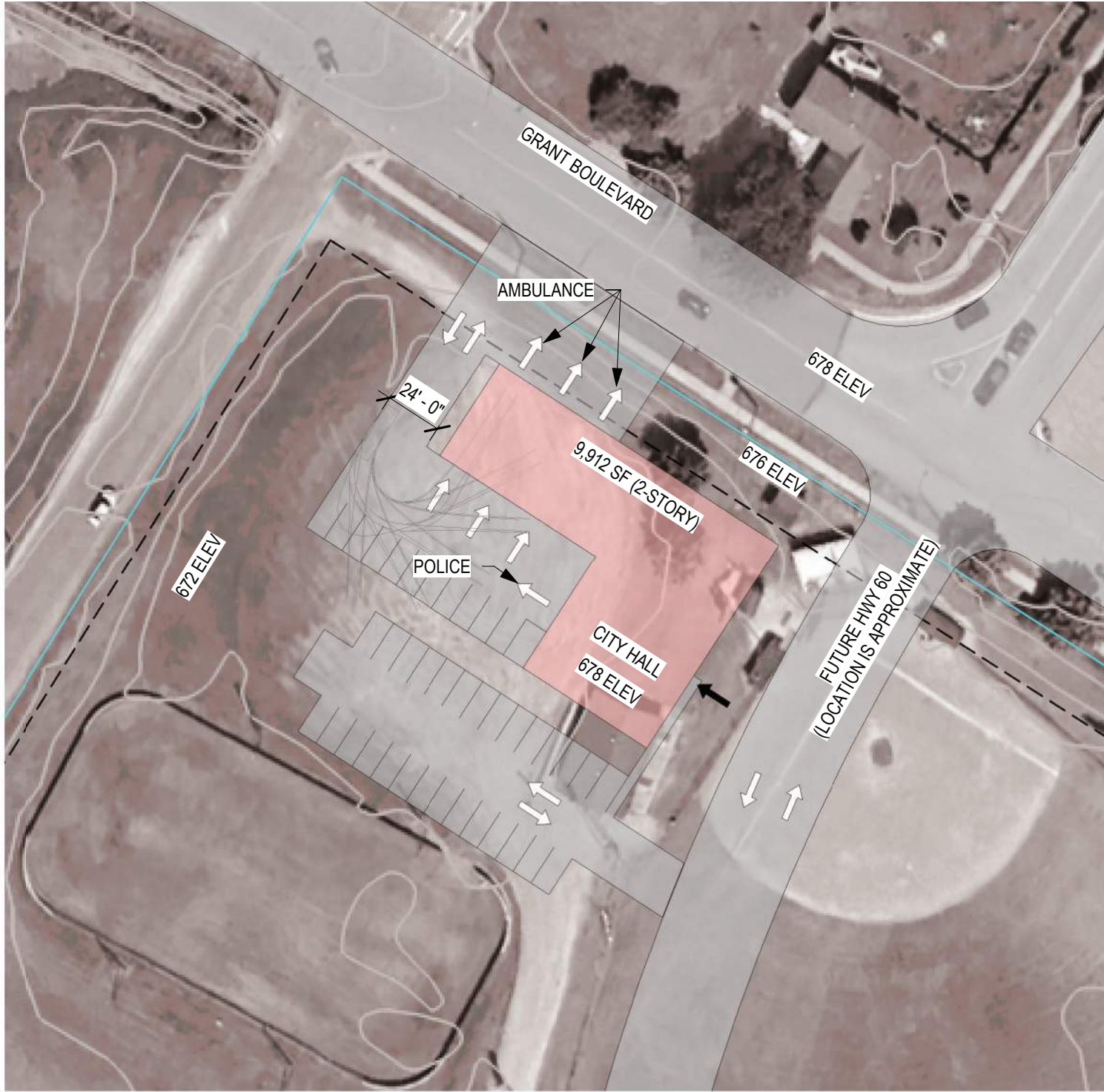
- Will require significant grading to bring the site to a proper elevation. The City will perform a hydrological study to address grading and water management.
- Vehicles depart to the north which is more susceptible to snow accumulation. Snow melt system or sufficient snow removal procedures should be reviewed.
- The property is currently in the 100-year flood plain.
- Future expansion is limited due to the adjacency to the river.
- The Fire Department would not be able to be located here in the future.

PHASED OPERATIONS

- Current operations will be able to be maintained until the completion of construction.

NEW STATION CONCEPTS - SITE PLAN C - OPTION 1

North Athletic Field- Combination Ambulance/City Hall/Police
205 4th Grant Blvd. W.



**SITE PLAN KEY**



LOT LINE



SITE SETBACK



TRAFFIC FLOW



ENTRANCE/EXIT

NEW STATION CONCEPTS - SITE PLAN C - OPTION 1

North Athletic Field- Combination Ambulance/City Hall/Police
205 4th Grant Blvd. W.

NORTH PARCEL OF ATHLETIC FIELD SITE EVALUATION Wabasha, Minnesota 2024		
SYSTEM	CONDITION	COMMENTS
Safety	Excellent	
Available Infrastructure	Excellent	
Available Space	Excellent	
Response Times	Excellent	Close to Highway 60 and Mississippi Bridge
Construction Impact on Existing Operations	Excellent	Existing operations could remain at the existing facilities during construction
City's Ability to Acquire Property	Excellent	The property is currently owned by the City
Overall "Fit" for Proposed Use	Excellent	Site is less desirable for commercial development, yet is still highly visible and accessible to community

IMPERVIOUS SURFACE COVERAGE - ZONED S-1

- 522,138 SF Lot
- 30,884 Impervious
- 6% Lot Coverage
- S-1 Requirement: 25% max

Note: Property extents not shown on image. Replatting of the property is assumed for future development.

PROS OF OPTION

- Visibility to community, would promote and set the standard for the new development.
- Ability to safely separate public from first responders
- Provides adequate vehicular circulation for each department

CONS OF OPTION

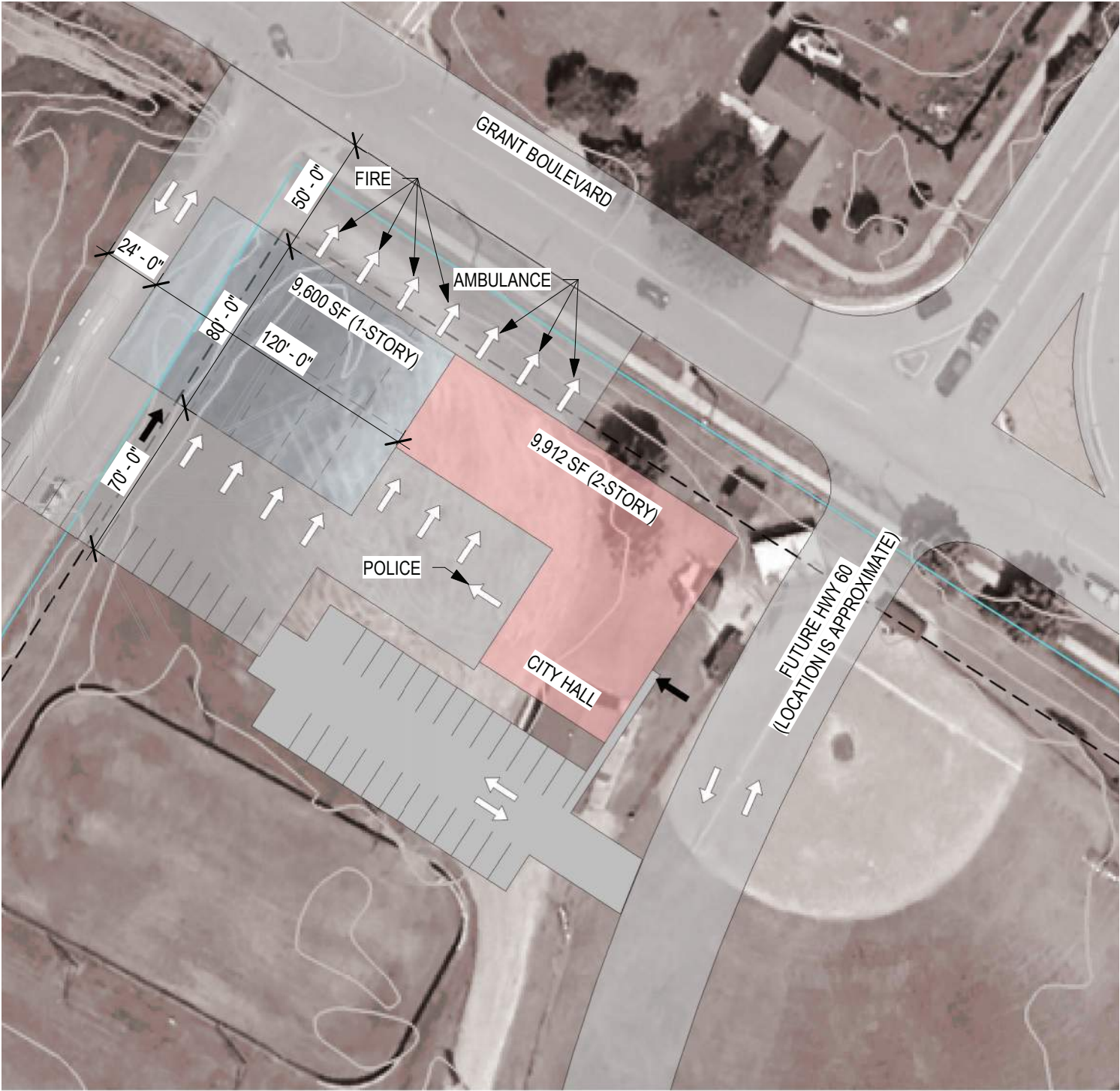
- Will require significant grading to bring the site to a proper elevation. The City will perform a hydrological study to address grading and water management.
- Vehicles depart to the north which is more susceptible to snow accumulation. Snow melt system or sufficient snow removal procedures should be reviewed.
- The property is currently in the 100-year flood plain.
- Future expansion is limited due to the adjacency to the river.

PHASED OPERATIONS

- Current operations will be able to be maintained until the completion of construction.

NEW STATION CONCEPTS - SITE PLAN C

North Athletic Field- Combination Ambulance/City Hall/Police/Fire
205 4th Grand Blvd. W.

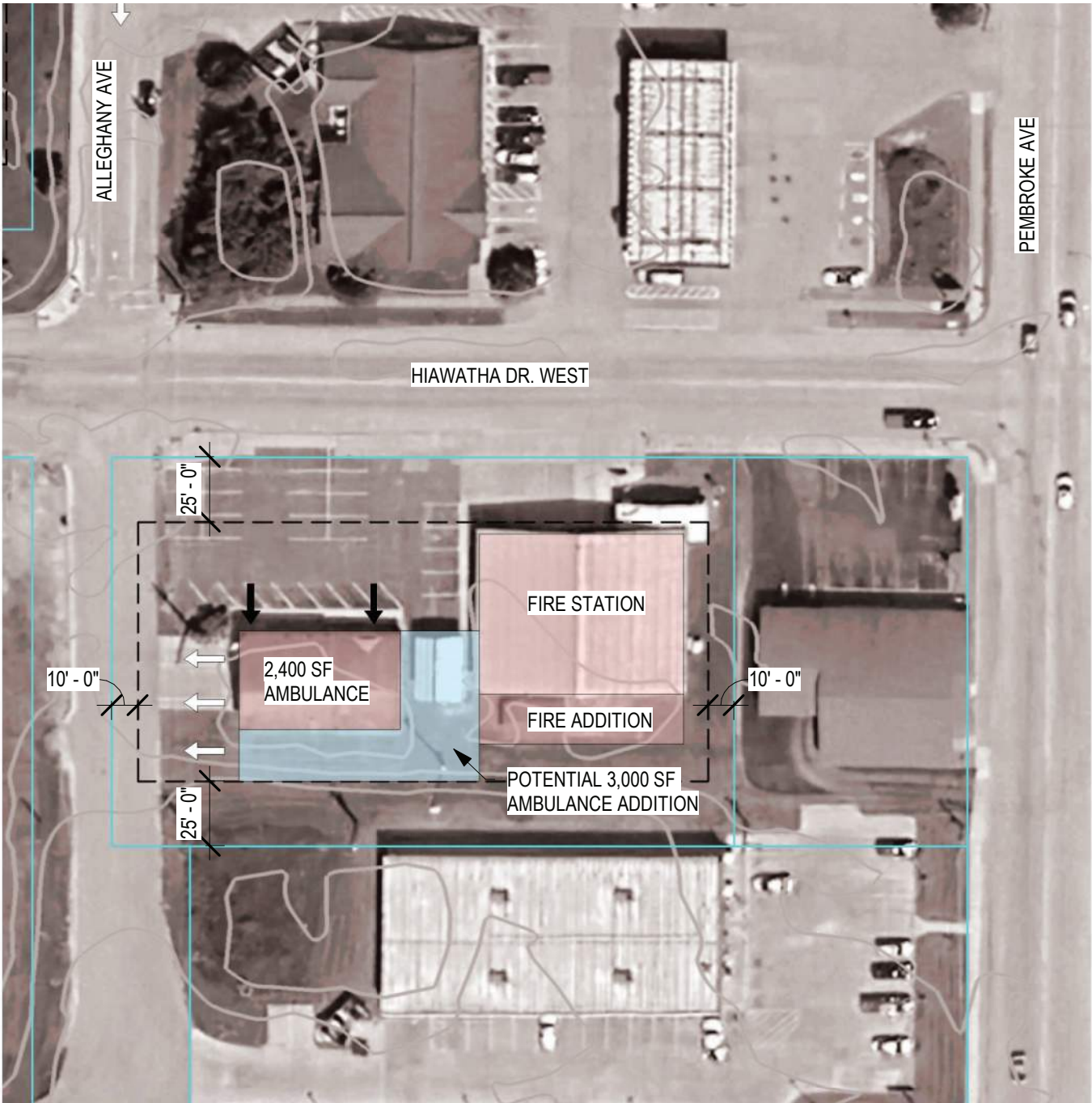


SITE PLAN KEY

- LOT LINE
- SITE SETBACK
- TRAFFIC FLOW
- ENTRANCE/EXIT

SITE D - EXISTING FACILITY POTENTIAL EXPANSION

129 Hiawatha Dr W.



SITE PLAN KEY

- LOT LINE
- SITE SETBACK
- TRAFFIC FLOW
- ENTRANCE/EXIT

SITE D - EXISTING FACILITY POTENTIAL EXPANSION

CURRENT AMBULANCE SITE Wabasha, Minnesota 2024		
SYSTEM	CONDITION	COMMENTS
Safety	Good	
Available Infrastructure	Fair	
Available Space	Poor	Space for an addition is limited
Response Times	Excellent	Access to highway 60 and the Mississippi bridge
Construction Impact on Existing Operations	Poor	Phased construction would be required, but would still be disruptive.
City's Ability to Acquire Property	Excellent	The property is currently owned by the City
Overall "Fit" for Proposed Use	Good	This is the location of the current ambulance department

PROS OF EXPANSION

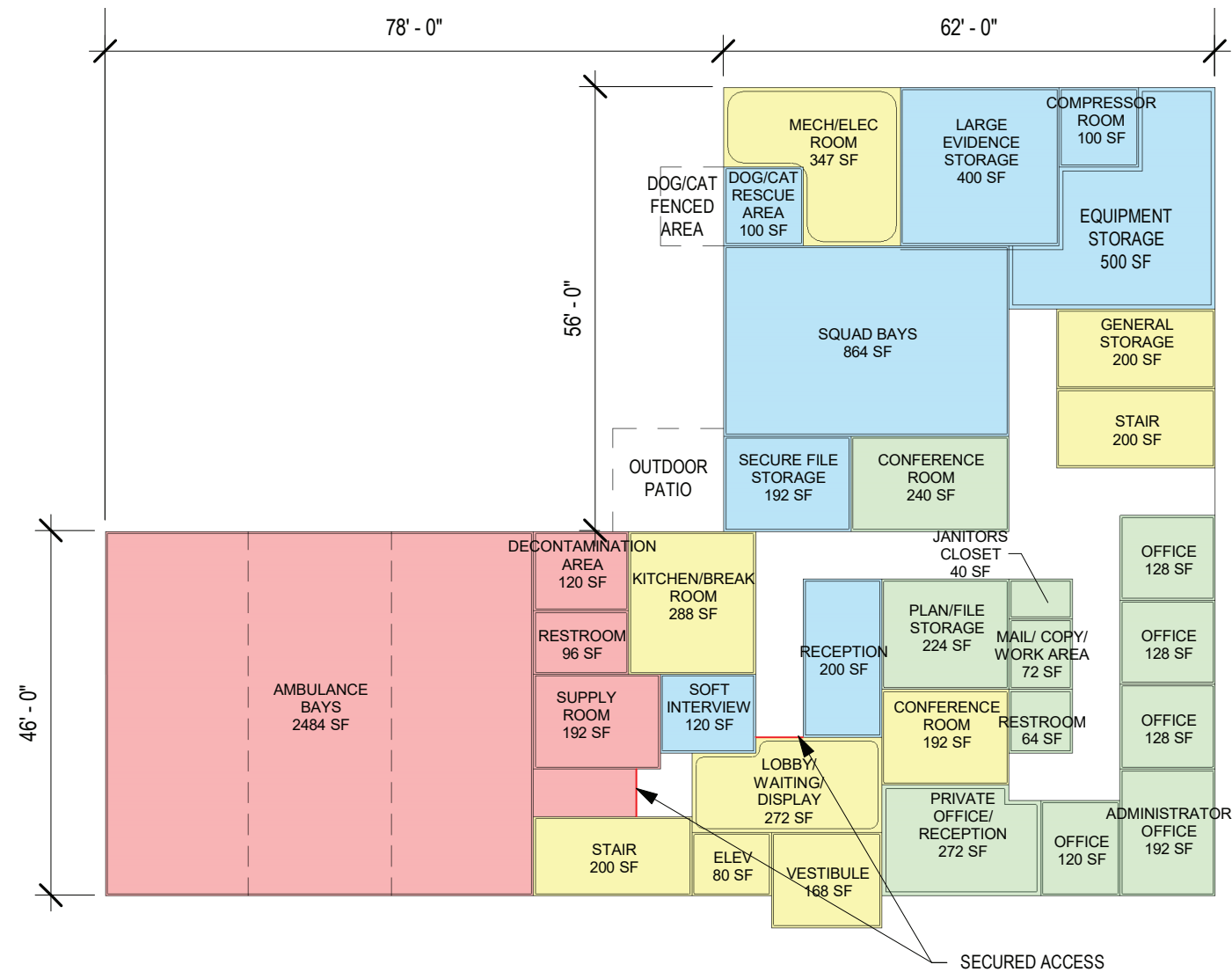
- Keeps the ambulance department at the existing location.
- The site has the space to accommodate a hypothetical one-story, 3,000 square foot addition.

CONS OF EXPANSION

- Construction would disrupt operations of the ambulance department and the Fire Department, with significant interior renovations required for connection. Temporarily relocating the ambulance department would be very challenging.
- Modifications to the existing building would be complicated and include, but not be limited to: roof analysis and partial replacement, foundation remediation and/or shoring, and expansion of the existing restrooms.
- The existing overhead doors would need to be replaced to allow for larger openings.
- An addition would not allow for the City Hall or Police Department to relocate into the facility.
- The adjacent tornado siren and electrical service would need to be relocated.
- A variance would likely be required due to the amount of impervious surface.
- A "firewall" may be required to be installed between the Fire Station and the Ambulance Department.

SPACE PLANNING - OPTION 1

Combined Ambulance/City Hall/Police



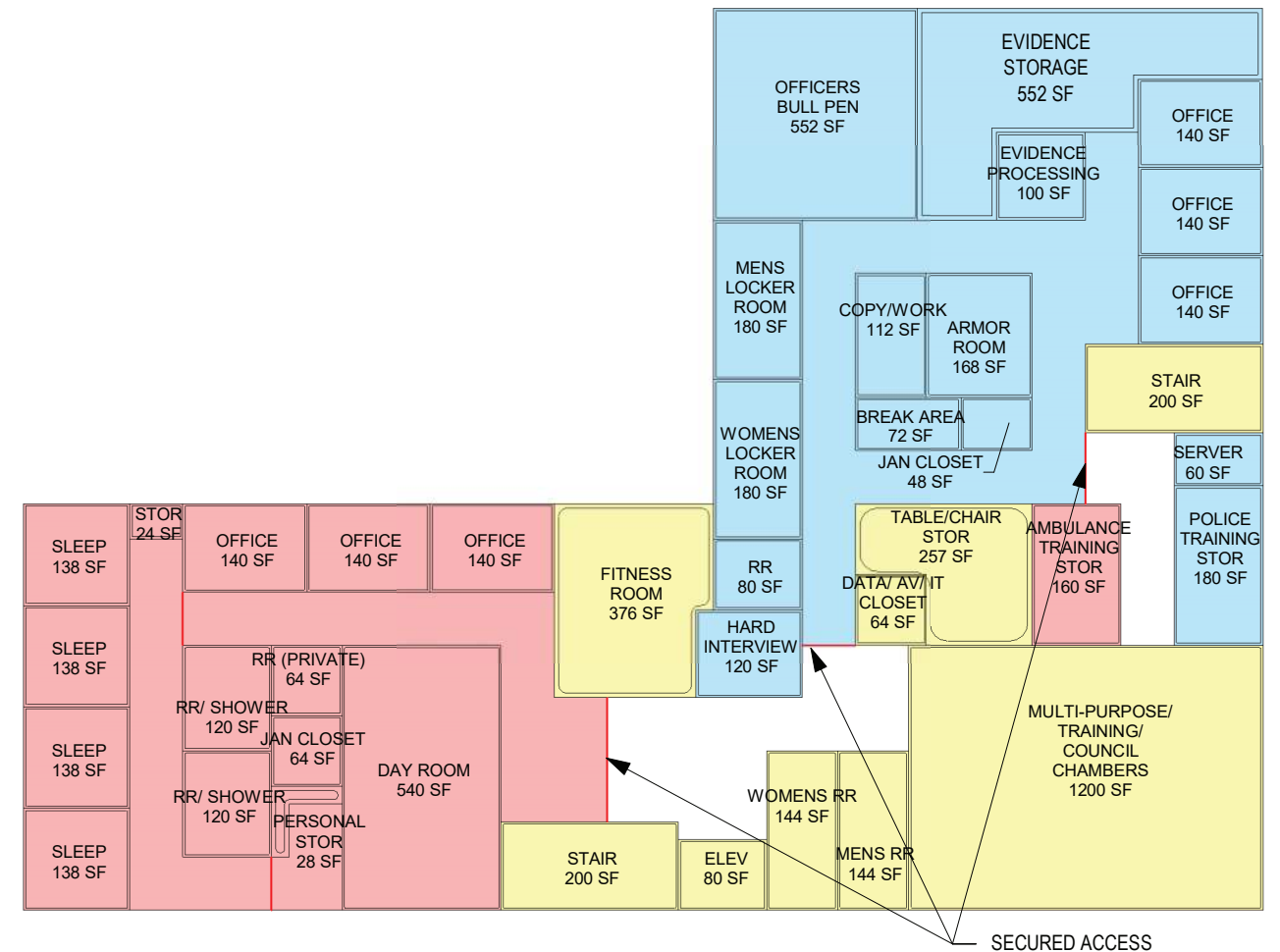
MAIN LEVEL

OPTION 1 - ADJACENCY PLAN

The first level plan shows a proposed arrangement of spaces that works well by locating the Ambulance and Police parking bays, as well as City administrative spaces on the main level, and the majority of the Police Department spaces on the second level. Areas of the building containing potential carcinogens are isolated from office, bunk, training, and fitness areas.

SPACE PLANNING - OPTION 1

Combined Ambulance/City Hall/Police



SECOND LEVEL

SQUARE FOOTAGES

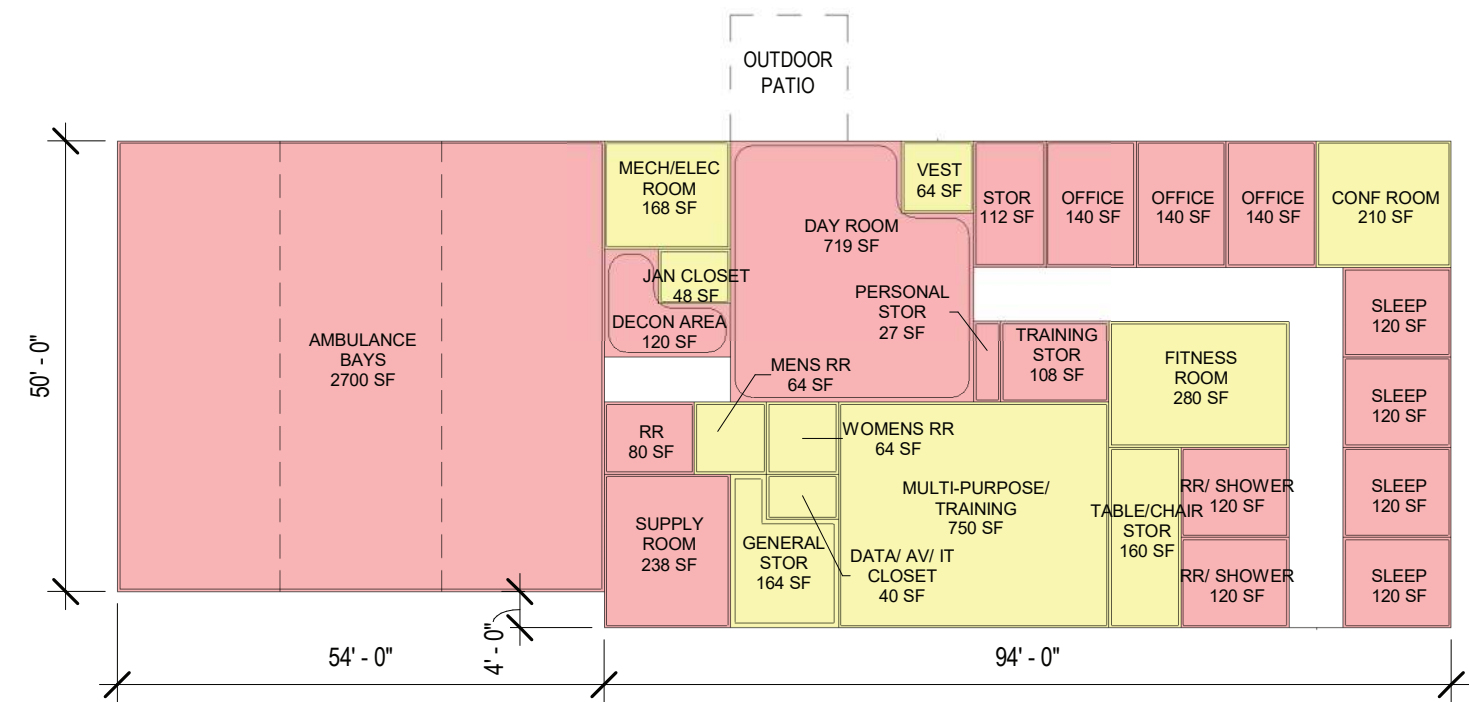
Main Level = 9,912 SF
Second Level = 9,912 SF
Total = 19,824 SF

COLOR CODE LEGEND

	Shared
	Ambulance
	Police
	City Hall

SPACE PLANNING - OPTION 2

Ambulance Only



MAIN LEVEL

SQUARE FOOTAGES

First Level = 7,776 SF

COLOR CODE LEGEND

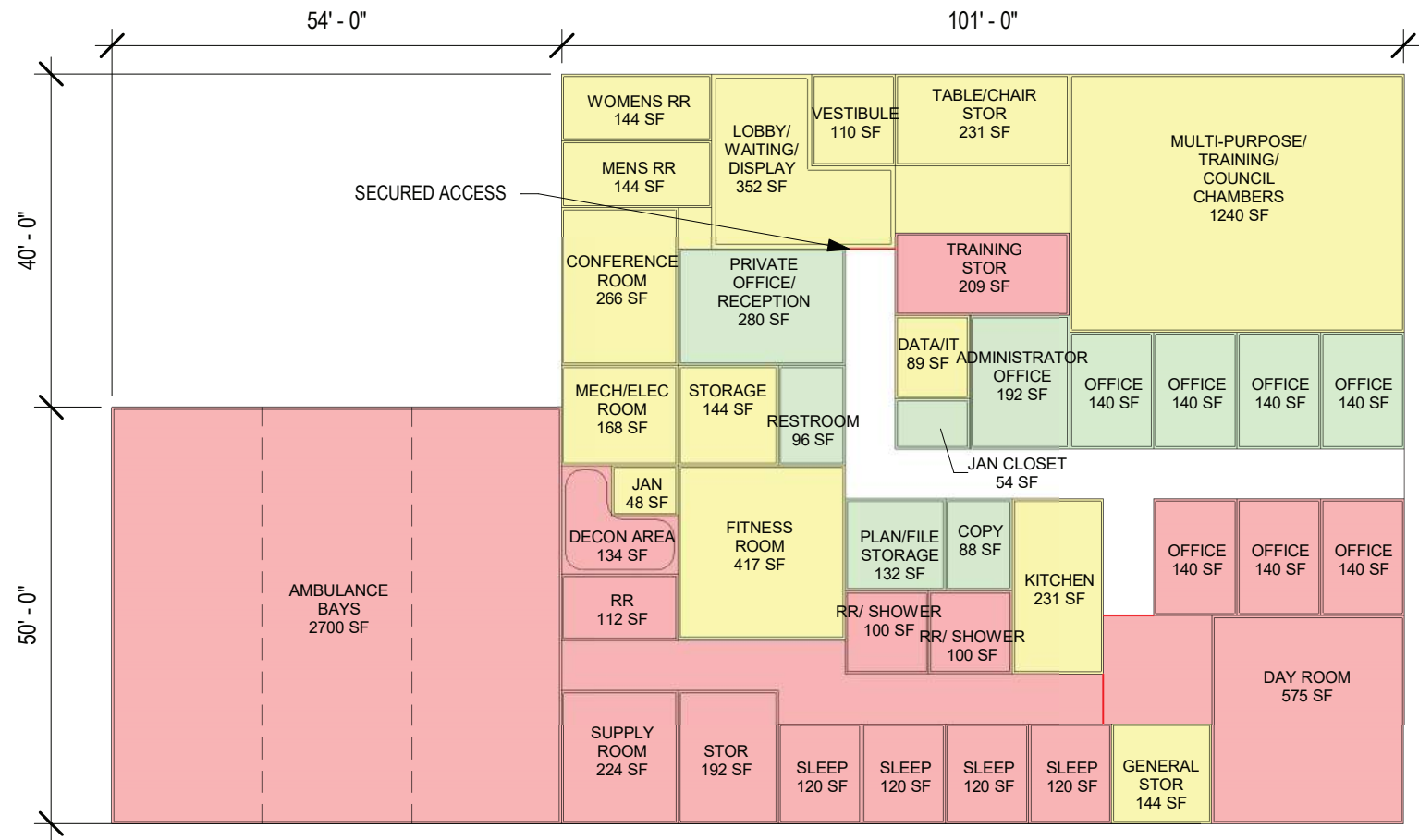
- Support Spaces
- Ambulance

OPTION 2 - ADJACENCY PLAN

This option explores a stand-alone Ambulance facility. Areas of the building containing potential carcinogens are isolated from office, bunk, training, and fitness areas.

SPACE PLANNING - OPTION 3

Ambulance and City Hall



MAIN LEVEL

SQUARE FOOTAGES

First Level = 11,784 SF

COLOR CODE LEGEND

- Support Spaces
- Ambulance
- City Hall

OPTION 3 - ADJACENCY PLAN

This option explores a combination Ambulance and City Hall facility. Areas of the building containing potential carcinogens are isolated from office, bunk, training, and fitness areas.

PROFESSIONAL OPINION

PROFESSIONAL OPINION OF PROBABLE COST

OPTION	PORTION OF WORK	COMMENTS	WOOD/ PEMB OPINION	PRECAST OPINION
Site A - Option 1	Building Cost	19,824 SF	\$5,947,200.00	\$6,422,976.00
Athletic Field	Mass Site Grading 6 Foot Fill	23,666 Cubic Yards	\$757,332.00	\$757,333.00
Ambulance/City Hall/Police	Building Excavation, Sitework & Utilities		\$532,499.50	\$532,499.50
	Total Construction Cost	Construction Fall 2025	\$7,237,031.50	\$7,712,808.50
		Construction Start 2026	\$7,526,512.76	\$8,021,320.84
		Construction Start 2027	\$7,827,573.27	\$8,342,173.67
Site A - Option 2	Building Cost	19,824 SF	\$5,947,200.00	\$6,422,976.00
Athletic Field	Mass Site Grading 6 Foot Fill	19,993 Cubic Yards	\$639,798.00	\$639,799.00
Ambulance/City Hall/Police	Building Excavation, Sitework & Utilities		\$484,463.00	\$484,463.00
	Total Construction Cost	Construction Fall 2025	\$7,071,461.00	\$7,547,238.00
		Construction Start 2026	\$7,354,319.44	\$7,849,127.52
		Construction Start 2027	\$7,648,492.22	\$8,163,092.62
Site A - Option 3	Building Cost	7,776 SF	\$2,527,200.00	\$2,729,376.00
Athletic Field	Mass Site Grading 6 Foot Fill	16,621 Cubic Yards	\$531,872.00	\$531,873.00
Ambulance Only	Building Excavation, Sitework & Utilities		\$402,745.00	\$402,745.00
	Total Construction Cost	Construction Fall 2025	\$3,461,817.00	\$3,663,994.00
		Construction Start 2026	\$3,600,289.68	\$3,810,553.76
		Construction Start 2027	\$3,744,301.27	\$3,962,975.91
Site B - Option 1	Building	19,824 SF	\$5,947,200.00	\$6,422,976.00
Mosquito Field	Mass Site Grading 6 Foot Fill	19,404 Cubic Yards	\$620,930.00	\$620,931.00
Ambulance/City Hall/Police	Building Excavation, Sitework & Utilities		\$470,176.00	\$470,176.00
	Total Construction Cost	Construction Fall 2025	\$7,038,306.00	\$7,514,083.00
		Construction Start 2026	\$7,319,838.24	\$7,814,646.32
		Construction Start 2027	\$7,612,631.77	\$8,127,232.17
Site C - Option 1	Building	19,824 SF	\$5,947,200.00	\$6,422,976.00
North Athletic Field	Mass Site Grading 6 Foot Fill	14,767 Cubic Yards	\$472,544.00	\$472,544.00
Ambulance/City Hall/Police	Building Excavation, Sitework & Utilities		\$357,819.00	\$357,819.00
	Total Construction Cost	Construction Fall 2025	\$6,777,563.00	\$7,253,339.00
		Construction Start 2026	\$7,048,665.52	\$7,543,472.56
		Construction Start 2027	\$7,330,612.14	\$7,845,211.46
Site C	Building Cost	11,784 SF	\$3,653,040.00	\$3,945,283.20
North Athletic Field	Mass Site Grading 6 Foot Fill	16,621 Cubic Yards	\$531,872.00	\$531,873.00
City Hall/ Ambulance	Building Excavation, Sitework & Utilities		\$402,745.00	\$402,745.00
	Total Construction Cost	Construction Fall 2025	\$4,587,657.00	\$4,879,901.20
		Construction Start 2026	\$4,771,163.28	\$5,075,097.25
		Construction Start 2027	\$4,962,009.81	\$5,278,101.14
Site C	Building Cost	16,286 SF	\$4,967,230.00	\$5,364,608.40
North Athletic Field	Mass Site Grading 6 Foot Fill	16,621 Cubic Yards	\$531,872.00	\$531,873.00
Police/ Ambulance	Building Excavation, Sitework & Utilities		\$402,745.00	\$402,745.00
	Total Construction Cost	Construction Fall 2025	\$5,901,847.00	\$6,299,226.40
		Construction Start 2026	\$6,137,920.88	\$6,551,195.46
		Construction Start 2027	\$6,383,437.72	\$6,813,243.27
Site C - Option 3	Building Cost	7,776 SF	\$2,527,200.00	\$2,729,376.00
North Athletic Field	Mass Site Grading 6 Foot Fill	14,767 Cubic Yards	\$472,544.00	\$472,544.00
Ambulance Only	Building Excavation, Sitework & Utilities		\$357,819.00	\$357,819.00
	Total Construction Cost	Construction Fall 2025	\$3,357,563.00	\$3,559,739.00
		Construction Start 2026	\$3,491,865.52	\$3,702,128.56
		Construction Start 2027	\$3,631,540.14	\$3,850,213.70

PROFESSIONAL OPINION OF PROBABLE COST

OPINION OF PROBABLE COST

These cost estimates are Brunton’s best projection of what the project concepts may cost if construction begins in 2025. Also provided is the anticipated inflation costs for 2026 and 2027. The cost estimates itemize anticipated costs for a wood-framed walls with a sloped wood-framed roof and a precast concrete or pre-engineered metal building structure, allowing for comparison. These estimates are subject to fluctuations in the market for materials, labor, and supply chain challenges.

SUMMARY

SUMMARY

Our findings indicate that there are several viable options to expand and modernize the Wabasha Ambulance Service facility at various locations within the future Highway 60 development project, which spans approximately 20 acres. Given that the Police Department is currently leasing space from the County, incorporating space for the department into the new building could present significant financial benefits. Additionally, there is potential to include space for City Hall, addressing ongoing concerns about the inadequacy of the current municipal building.

By co-locating these three essential civic functions—emergency services, law enforcement, and municipal administration—into a single complex, the City can optimize space usage, streamline operations, and create a centralized hub for residents to access important local government services.

Regarding the Fire Station, a planned expansion is underway, and discussions with the City indicate that the station will meet the department’s needs for the foreseeable future. However, each of the proposed concepts allows for the inclusion of space to accommodate a future Fire Station addition, with provisions for future growth on the site. While the Highway 60 locations present some challenges, such as being located within the 100-year floodplain, these can be addressed through a comprehensive hydrological study. Key considerations will include grading, stormwater management, and the potential need for detention ponds and elevated development areas to ensure proper drainage and mitigate flood risks. These measures will add to project costs but are technically feasible through careful planning and engineering.

Ultimately, the development of this new municipal facility along the Highway 60 corridor offers a significant opportunity to drive economic growth for the City. By consolidating key civic functions into a modern facility, the City can set a new benchmark for future development in the area.

NEXT STEPS: ANTICIPATED PROJECT SCHEDULE



NEXT STEPS: ANTICIPATED PROJECT SCHEDULE

SCHEMATIC DESIGN PHASE

- The development of concept floor plans, a site plan, and exterior/design aesthetics will be developed based on the approved scope. In addition, design solutions will be provided for exterior elevation studies.
- Exterior renderings will be produced for review and approval by your project representatives.
- Building code analysis and review of site requirements.
- Hold a meeting for review and approval of the Schematic Design Phase documents and drawings with associated costs.

DESIGN DEVELOPMENT PHASE

- Prepare necessary drawings to convey the next level of detail based on the approved Schematic Design Phase. Brunton Architects & Engineers will refine the design, prepare draft specifications, and prepare color and material options for your review and approval.
- Coordination with the civil, structural, mechanical, electrical, and plumbing design teams.
- Develop interior design concepts for review and approval with your project representatives.
- Refine the Opinion of Probable Cost to reflect the construction costs of the project more specifically.

CONSTRUCTION DOCUMENTATION PHASE

- Preparation and coordination of detailed architectural, interiors, structural, mechanical, civil, and electrical plan and specification drawings in preparation for permit review and City approval.
- Final construction documents meeting for review and approval with your project representatives.
- Refine the Opinion of Probable Cost to reflect the construction cost of the project.
- Final Review of the International Building Code and Minnesota State Building and ADA accessibility code compliance.

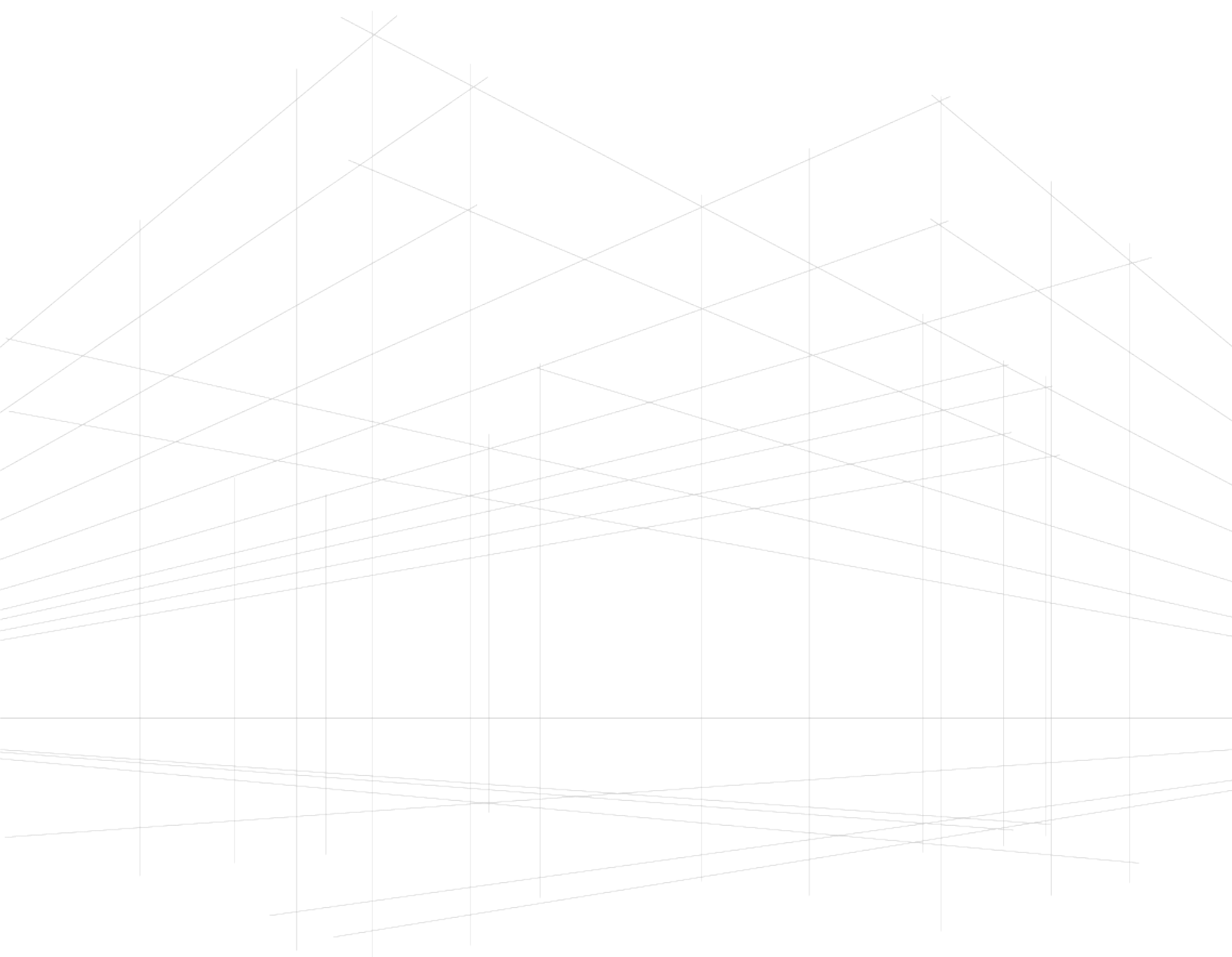
BIDDING PROCESS

- Provide Bidding Services to ensure compliance with construction documents.
- Prepare required addenda, as necessary, during bidding.
- Assist in the review of bid results and preparing construction contracts.

CONSTRUCTION ADMINISTRATION PHASE

- Provide Construction Administration services for overseeing the construction phase and for compliance with the approved building permit and construction documents.
- Site visits to ensure compliance with construction documents.
- Provide a review of all submitted architectural and engineering shop drawing submittals.
- Generate a list of items in need of repair / replacement at project close out.
- *Perform 1-year walk-through with you (12 months from date of substantial completion) to verify that the finished product continues to meet your expectations.*

** Services are not necessarily sequential, and will be staggered as necessary to issue separate bid packages.*



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7525 WAYZATA BLVD, ST. LOUIS PARK, MN 55426

City Council Workshop

2. 2.

Meeting Date: 12/18/2024

ITEM TITLE: Update to 10-year capital financial plan (Mike Bubany)

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Mike Bubany has made several updates to the long-term capital financial plan, which is the plan for the City's debt and financing. Since we had last updated the plan, several projects have been accomplished. Mike Bubany will go over where the City sits with debt and finances and then input the cost of the projects outlined in the plan and review borrowing options. The City will be able to see the potential levy impact on various scenarios. The goal is to strategize on an option to move forward with or additional information to gather and explore. The main financing options available are:

- USDA Loan (longer timeframe, lower rate, tied to federal government requirements and paperwork)
 - Sales tax (currently there is a moratorium to take any new projects to the legislature. That will be resolved in future legislative sessions but currently, this option is off the table).
 - Borrowing paid through tax levy and future township contributions, more of a guarantee if there was a special taxing district. Current system relies on political will of current policy makers.
 - Could pursue congressional spending and state wide bonding but would need to prove a regional impact and we have the highway 60 project pending there.
 - At one point leasing the old mittel school was explored but then not pursued due to the 5-year lease commitment and the renovations that would need to occur and then the cost.
-