



CITY OF MENDOTA HEIGHTS

NEW CITY HALL FACILITY CITIZEN'S COMMITTEE REPORT JUNE 1986

CITIZEN'S COMMITTEE	Stan Gustafson, Chairman	
	Lou Brenner	Jerry Morson
	Robert Doffing	Joyce Ogren
	Barbara Eschle	Al Singer
	Evelyn Fischer	Peter Villard
	Fred Fischer	David Zemke
	Sharon Koll	
CITY ADMINISTRATOR	Kevin Frazell	
CITY STAFF	Kathleen Swanson	City Clerk
	Paul Berg	Code Enforcement Officer
	James Danielson	Public Works Director
	Dennis Delmont	Chief of Police
	Lawrence Shaughnessy	Treasurer
ARCHITECTS	Robert Pierce	Lindberg Pierce, Inc.
	Richard Gilyard	Lindberg Pierce, Inc.
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	Donald Wiski	Resolution, Inc.
	Donald Hoover	CPMI

PRESENTED TO THE CITY COUNCIL OF MENDOTA HEIGHTS

MAYOR	Robert G. Lockwood
COUNCIL PERSONS	Janet Blesener
	Carl Cummins III
	John Hartmann
	Elizabeth Witt

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SECTION I

SYNOPSIS

CITY HALL COMMITTEE SYNOPSIS

In 1978, a citizen's task force, called the City Facilities Committee, issued a report of recommendations for substantial City capital improvements. Included was a recommendation that the 17 acre parcel of City-owned property at the northwest corner of TH 110 and Lexington Avenue be developed as the "Civic Center Site." The location was to include a water tower, public works garage, fire station, and city hall. In the ensuing years, the first three improvements have all been constructed, but for various reasons, not at the Civic Center site.

In 1985, the City Council included in the City budget an appropriation to hire an architect to work with the City in programming its future office space needs, and reaching a decision whether to continue leasing office space, or to build a City Hall. The Council, through an RFP and interview process, selected Lindberg Pierce, Inc. as Architects. A 12 member Citizen's Committee was appointed by the Council to work with the Architect and City Staff, and to formulate recommendations to the Council on whether a City Hall should be built, and if so, where and of what type.

The Committee held a series of nine meetings from August 28, 1985 to May 5, 1986. Early deliberations focused on future office space needs, and included site visits to the recently constructed Eagan and Inver Grove Heights City Halls. It was determined that future Mendota Heights space needs would be 11,110 square feet of leased space, or a City Hall of 18,440 square feet. A cost comparison completed by Resolutions, Inc., showed that while the lease option has less annual expense in the early years, ownership becomes more cost effective in approximately 17 years, and, of course, after the City Hall is paid for in 20 years, ownership is much less expensive. Based on the comparison, the Committee decided to pursue the build option.

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Six sites were considered, quickly narrowed to three, and finally one, the Civic Center site. Although a soil borings report suggested that significant soils correction would be needed, the site offered high, central visibility in the community, and is already owned by the City. Three building locations on the site, west, north, and east, were considered. The eastern location was chosen for its high visibility and preservation of the rest of the land for recreational use.

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The final building program, after input from Architects, Committee, and City Staff, is for a two-level building of 18,874 square feet, with an estimated construction cost (not including 8% architect, legal, and other fees) of \$1,393,500. At its final meeting of May 5, 1986, the Committee voted unanimously to recommend that the City proceed with construction of the building on the Civic Center site.

SECTION II

HISTORY

HISTORY AND TRENDS - THE CITY AND ITS OFFICE SPACE

The City of Mendota Heights encompasses approximately 10 square miles in the extreme northwest corner of Dakota County. A portion of the previous Mendota township, the municipality was incorporated as a Village in 1956, and became a Minnesota City of the fourth-class in 1974. The City operates as a Plan A, weak mayor-council municipality, with the position of full time City Administrator adopted by Council resolution.

Mendota Heights has developed as primarily a single-family home community, with emphasis on larger lots and abundant open space. Historically, most residents have worked and shopped outside the community. However, the designation of approximately 500 acres of land for business development in the southwest quadrant of the City, coupled with the recent completion of Interstate highways 35E and 494, is causing the City to experience substantial growth in employment. Statistical projections recently published by the Metropolitan Council illustrate this change:

	<u>1980</u>	<u>1990</u>	<u>2000</u>
Population	7,288	9,000	10,200
Households	2,219	3,000	3,500
Employment	2,800	5,000	6,000

Because of recent amendments to the City's Comprehensive Plan that will increase densities in the southeast area of the City, all future projections are likely to be somewhat conservative.

Since incorporation in 1956, City offices have been housed in several locations. A small room in the rear of the fire station at 2144 Dodd Road served the function until 1969. Six full-time employees, the Police Chief, three patrolmen and two clerical staff, worked at the location and Council meetings were held there as well.

In 1969, the City began to occupy three rooms in the structure now known as Curley's Furniture Library at 2010 Highway 110. The City then had 13 employees. Desks were moved out of the way to make room for Council meetings.

In 1972, the City became one of the first tenants at the newly constructed Dakota County State Bank building, 750 South Plaza Drive. Originally, 1,900 square feet were leased to house the 13 employees of the administration and police departments; Council meetings were held in the bank lobby. In 1977, the City leased 3,500 square feet in an addition to the bank, and the bank created a 1,200 square foot community room, which has since been available for Council and other City meetings. In 1981, the City added a full-time engineering department of five employees, and leased an additional 1,500 square feet of space. Today the City leases 5,050 square feet for employees as follows:

Administration	5 full time, plus consultant treasurer
Code Enforcement	1
Engineering	5
Police	14

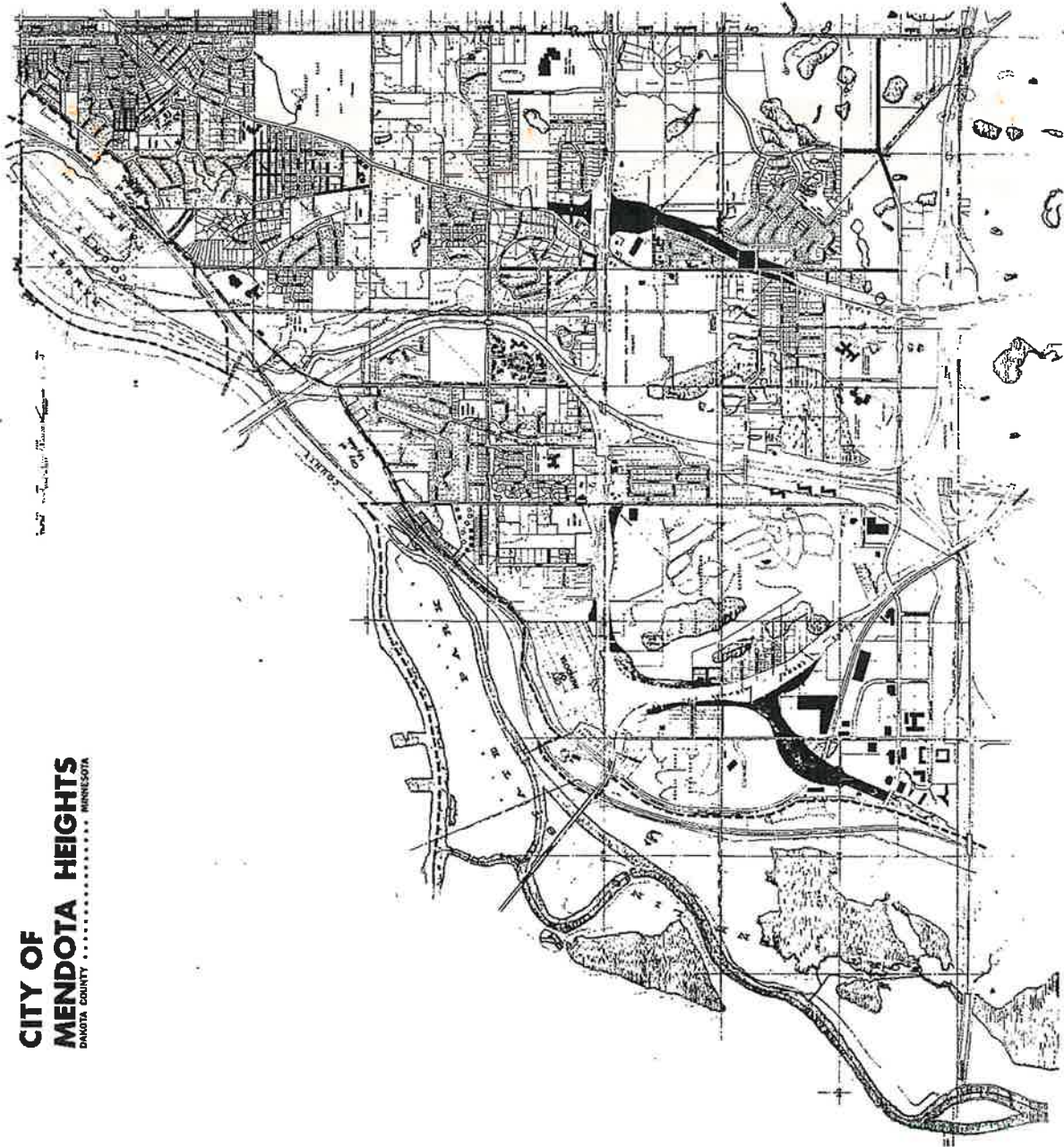
The community room continues to serve as Council Chamber.

In 1978, the City Facilities Committee, a citizen's advisory committee, recommended that, over the long term, the City should construct three buildings in the following order: public works garage, new fire station, city hall. The garage, located at 2431 South Lexington, was completed in 1979, and the fire station, 2121 Dodd Road, in December, 1984.

With the first two projects substantially completed, the 1985 City budget included an appropriation to hire an architectural firm to work with the City in determining future office space needs, considering the option of leasing or building that space, and if built, to design a program. The City Council solicited proposals from architects, and after interview of four finalists, selected the firm of Lindberg Pierce, Inc. of Minneapolis.

In the belief that a city hall should be not just a project of current City officials, but a true community endeavor, the Council also appointed a twelve member citizens committee to study the issues and make recommendations. Committee members are listed in the front of the report.

City Map



**CITY OF
MENDOTA HEIGHTS**
DAKOTA COUNTY MINNESOTA

City Hall

Mendota Heights

Mendota Heights, Minnesota

Lindberg Pierce Inc. Architects

2-4

A

SECTION III

SITE SELECTION

PROCESS: INTRODUCTION/OVERVIEW

In response to the specific directives of the Citizens City Hall Committee, the City Hall analysis was pursued within the framework of the following project development process.

- Inventory of existing operations

- Development of program synthesizing projected City Hall operations, relationships and space needs

- Analysis of lease/build economics in relation to developed program

- Identification and overview analysis of potential City Hall sites

- Detailed analysis of the three (3) strongest sites in relation to developed program

- Site selection/exploration of development options

- Selection of site use Master Plan and building schematic

- Development of preliminary design

- Preliminary construction cost estimate

The inventory/programming/site selection and design process has incorporated the projections of the City Staff and has been analyzed in relation to comparable facilities through tours, discussions and reviews with other municipalities. The work has been guided at every step of the development process by (1) the in-depth reviews, (2) the guidelines, (3) the directives and (4) the decisions of the Citizen's City Hall Committee.

The process has proceeded at a steady pace over the past ten months (August, 1985-May, 1986) moving at a rate which allowed a thorough examination of the issues of each phase, appropriate time for reflection/analysis and yet consistent with the Committee objective of developing a Plan of Action recommendation to the Mendota Heights City Council by the spring of 1986. Refer to Appendix A for a listing of meetings and to Appendix B interviews and the minutes of the City Hall Citizen's Committee Meeting minutes.

SITE EVALUATIONS

OVERVIEW/SYNOPSIS

The Committee, staff and professional team inventoried the community and identified six (6) sites as having some potential as the City Hall location. These sites were evaluated in relation to a comprehensive set of criteria (refer to Illustration B and Appendix C):

Sites:

1. Civic Center site (Lexington Avenue and Highway 110)
2. New fire station site (Dodd Road-Highway 149)
3. Old fire station site (Dodd Road-Highway 149)
4. Shopping center site (intersection of Highways 110 & 149)
5. South Plaza Drive site
6. Northeast corner of Highways 110 and 149

Evaluation Criteria

- A. Size and shape to accommodate program and expansion
- B. Utilities
- C. Access
- D. Land use
- E. Image potential
- F. Community impact
- G. Relationship to other uses

SITE SELECTION

The site overview and preliminary screening process produced three sites having the greatest potential to appropriately serve the community and meeting the detailed requirements of the City Hall facility program.

1. Site 1: Lexington Avenue/Civic Center site
2. Site 5: South Plaza Drive site
3. Site 6: Northeast corner of Highways 110 and 149

These sites were further tested in specific relation to the development opportunities for a City Hall and/or City Hall 'complex', including unprogrammed but compatible (park, library, community center) civic uses (refer to Illustrations C through E).

Of special concern to the City was the issue of ownership of the three sites. Sites 1 and 6 are owned by the City whereas site 5 is owned by MNDOT.

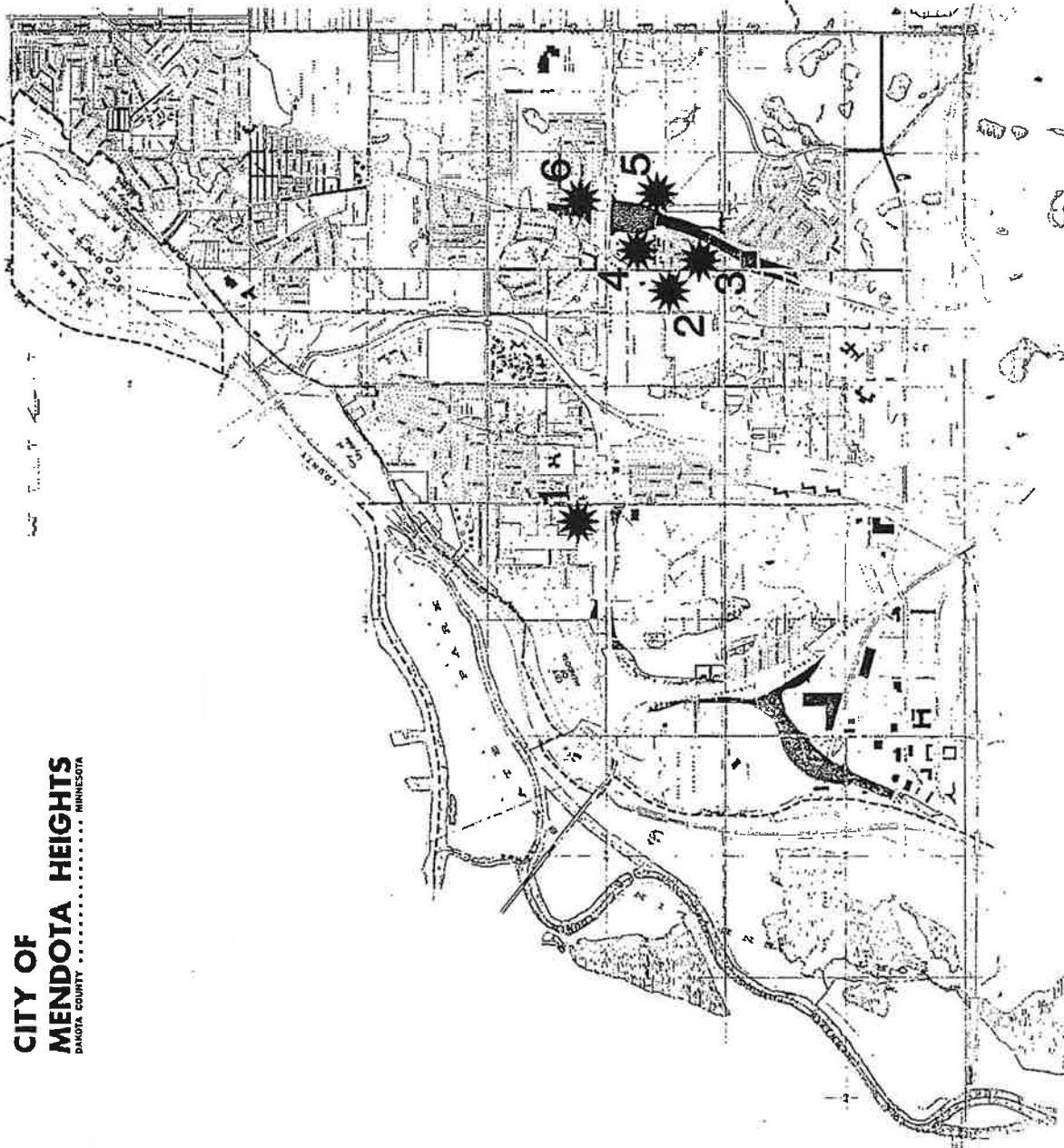
Another factor for consideration was the available area on each site for construction. Sites 1 (Civic Center site) and 5 (South Plaza Drive) are large enough to accommodate the new City Hall plus other civic facilities. Site 6 (Highways 110 and 149) is a very small site and it appears that additional land would have to be purchased to meet, not only the potential for future expansion, but also just to meet the needs of the City Hall program.

The site at Highway 110 and Lexington Avenue emerged clearly as the site possessing the strongest attributes as well as being the preferred location within the community. Following are the primary features of this site which produced its standing:

1. High image and community presence
2. Good access/public and police
3. Maximum flexibility and opportunity for future expansion and related development
4. City ownership of property

Lindberg Pierce, Inc. recommended this site to the Citizen's Committee and, in unanimous action, the site was endorsed. The architects were directed to explore master plan and design alternatives for the development of the City Hall.

Potential Sites
Site Selection



CITY OF
MENDOTA HEIGHTS
DAKOTA COUNTY MINNESOTA

City Hall

Mendota Heights

Mendota Heights, Minnesota

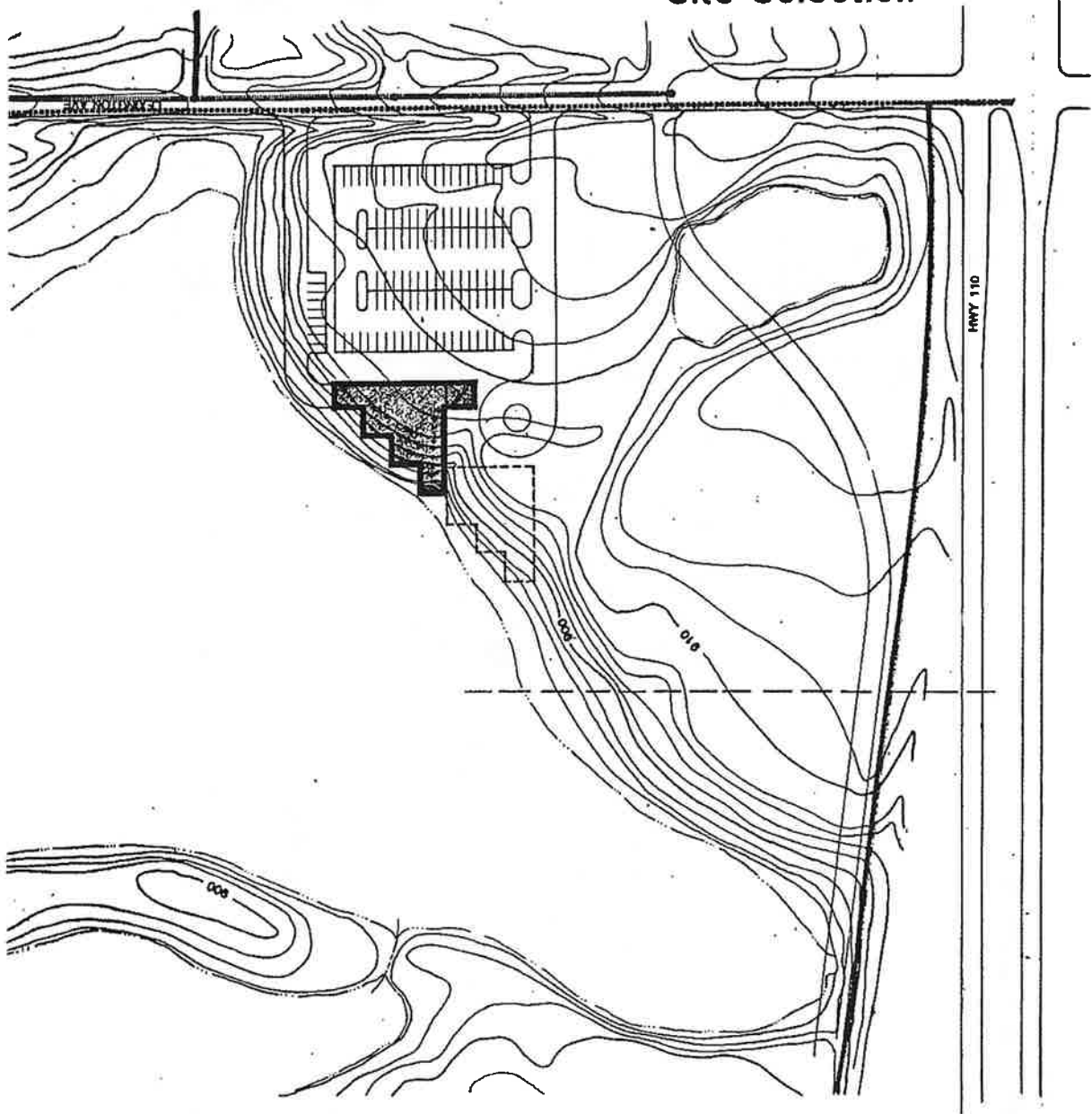
Lindberg Pierce Inc. Architects

3-4

B

Site 1

Site Selection



City Hall

Mendota Heights

Mendota Heights, Minnesota

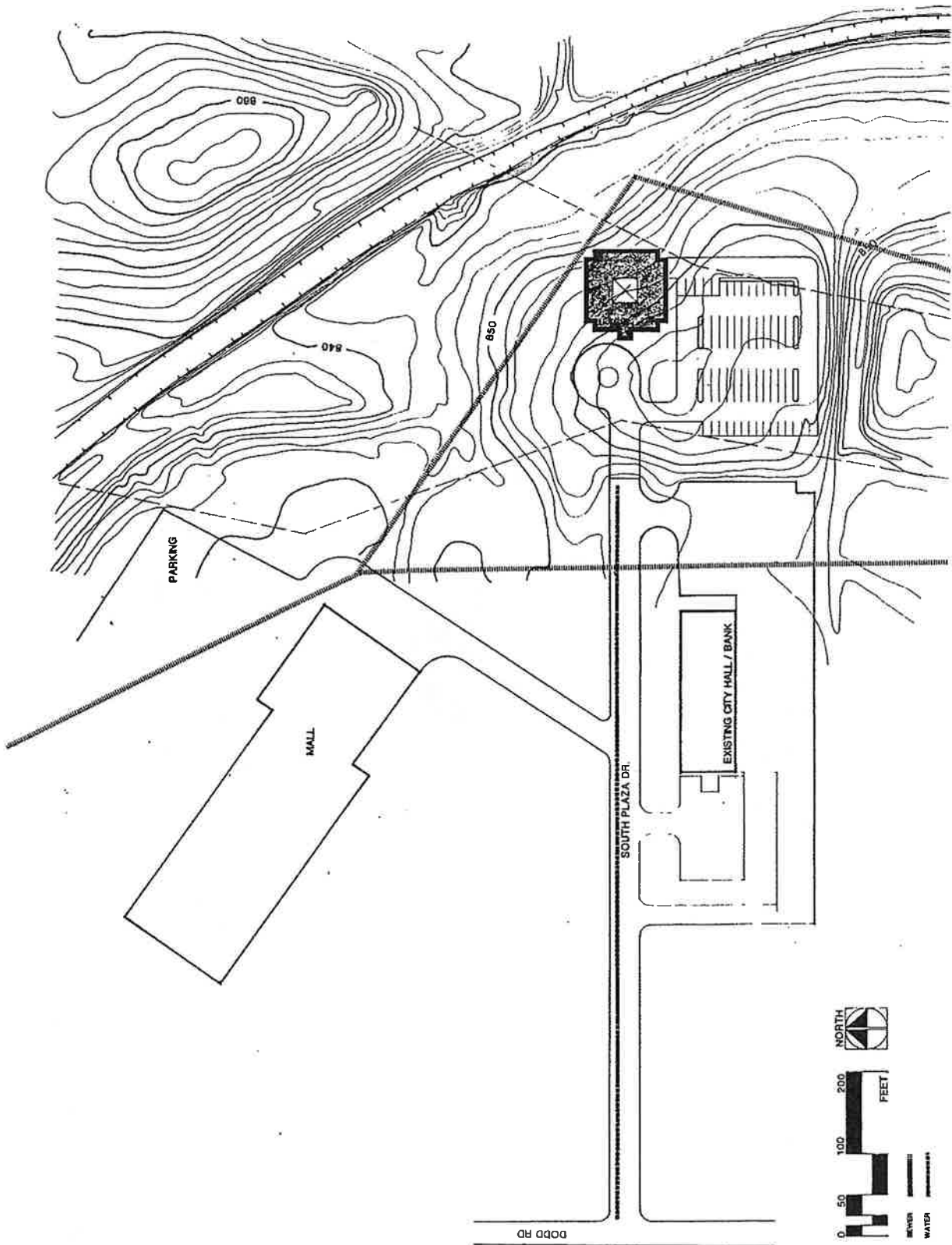
Lindberg Pierce Inc. Architects

3-5

C

Site 5

Site Selection



City Hall

Mendota Heights

Mendota Heights, Minnesota

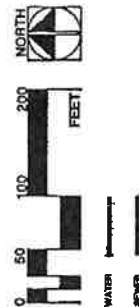
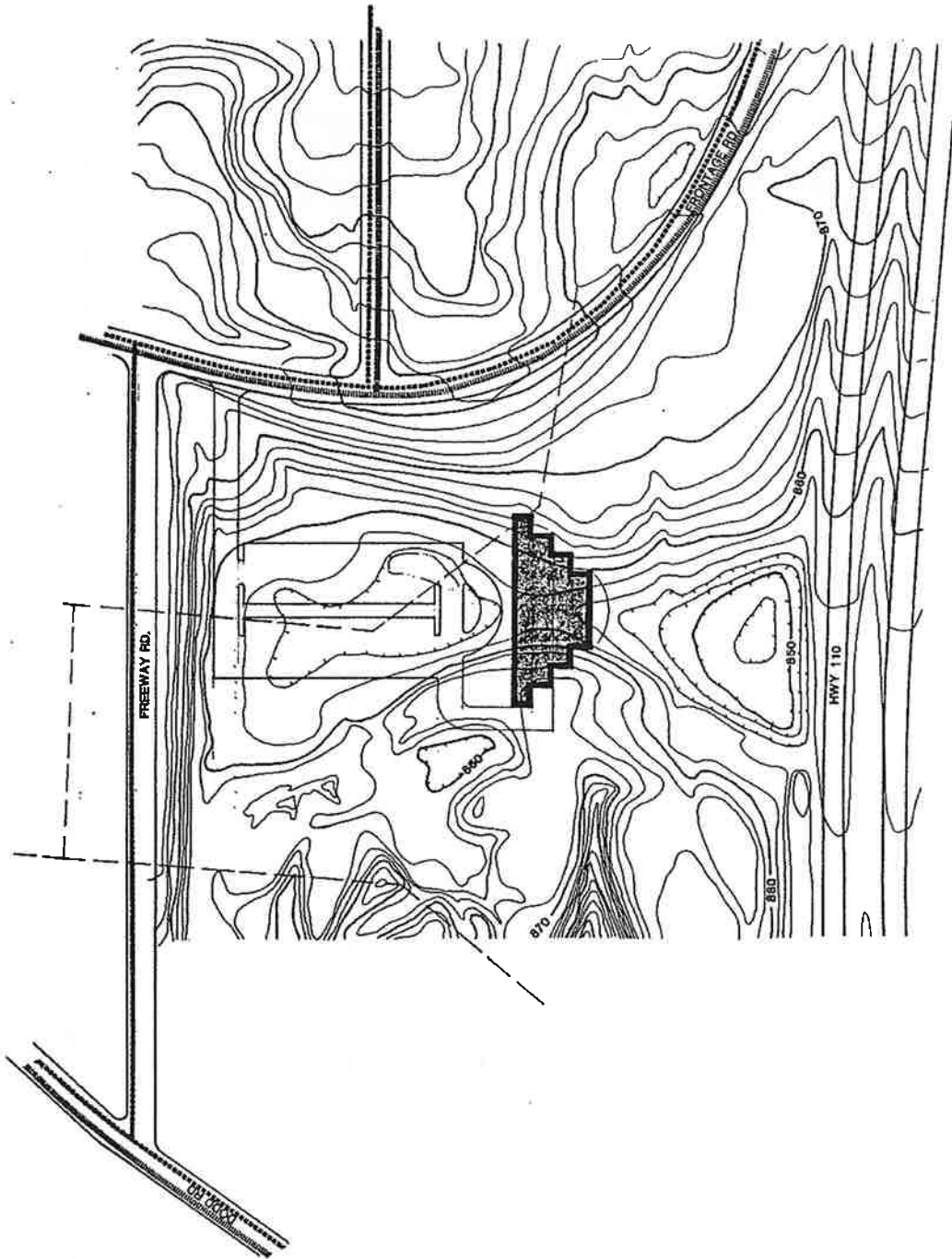
Lindberg Pierce Inc. Architects

3-6

D

Site 6

Site Selection



City Hall

Mendota Heights

Mendota Heights, Minnesota

Lindberg Pierce Inc. Architects

3-7

E

SECTION IV

PROGRAM EVALUATION

OVERVIEW/SYNOPSIS

Through a series of meetings, held during the month of August of 1985, the architects, with the help of City Staff, established a Preliminary Space Program for the proposed City Hall. This preliminary program, which totalled 22,450 square feet, was presented to the City Hall Citizen's Committee at their August 28th meeting (refer to Illustration F).

Additional meetings were held with City Staff and with the Citizen's Committee to further evaluate and, ultimately, reduce the total programmed area to 18,440 square feet.

The refined program, on which the schematic design of the proposed facility was based, is listed below (refer to Illustration G):

ADMINISTRATION

Administrator's Office	250 s.f.
Treasurer's Office	200 s.f.
City Clerk's Office	200 s.f.
Parks Director	144 s.f.
Mayor/Council Office	144 s.f.
Cable TV Administrator	144 s.f.
Receptionist/Work Station	100 s.f.
Two Secretarial Stations (100 s.f. each)	200 s.f.
Finance Clerk	140 s.f.
Utility Billing Clerk	100 s.f.
Record Vault	144 s.f.
Office Machines	345 s.f.
Supply Storage	200 s.f.
Administrative File Area (current)	200 s.f.
Bulk Record Storage (non-current files)	<u>800 s.f.</u>
Sub-total	3,311 s.f.

ENGINEERING/CODE ENFORCEMENT

Director of Public Works	200 s.f.
Engineer's Office	150 s.f.
Code Enforcement Officer	165 s.f.
Fire Marshall	120 s.f.
Engineering Reception Area	80 s.f.
Engineering Secretary	100 s.f.
Drafting Stations (5 total)	500 s.f.
Engineering Storage (350' active - 50' equipment - 120' inactive)	<u>520 s.f.</u>
Sub-total	1,835 s.f.

POLICE/EMERGENCY PREPAREDNESSS

Chief's Office	240 s.f.
Detective's Office	140 s.f.
Sergeant's Office	200 s.f.
Squad Room	350 s.f.
Toilets (2 at 120' each)	240 s.f.
Locker Rooms (Men and Women)	360 s.f.
Supply Room	150 s.f.
Property/Evidence/Equipment	400 s.f.
Holding Cells (2)	200 s.f.
Interview Room	150 s.f.
Public Counter	200 s.f.
Secretary	75 s.f.
Clerk	75 s.f.
Communications	55 s.f.
Reception/Display	200 s.f.
File Storage	<u>150 s.f.</u>
Sub-total	3,185 s.f.

COMMON AREA

Lobby/Entry	500 s.f.
Council Chambers	1,200 s.f.
Conference Room (1 at 450' - 1 at 200')	650 s.f.
Employee Lunch Room (16 persons)	450 s.f.
Restrooms (2W + 2M at 170' each)	680 s.f.
Janitorial (2 at 50')	100 s.f.
Mechanical	1,200 s.f.
Motor Vehicle Registrar	<u>150 s.f.</u>
Sub-total	4,930 s.f.

INDOOR VEHICLE STORAGE AREA

4 vehicles 1,200 s.f.

RE-CAP

Administration	3,311 s.f.
Engineering/Code Enforcement	1,835 s.f.
Police	3,185 s.f.
Common Area	<u>4,930 s.f.</u>

Sub-total 13,261 s.f. .

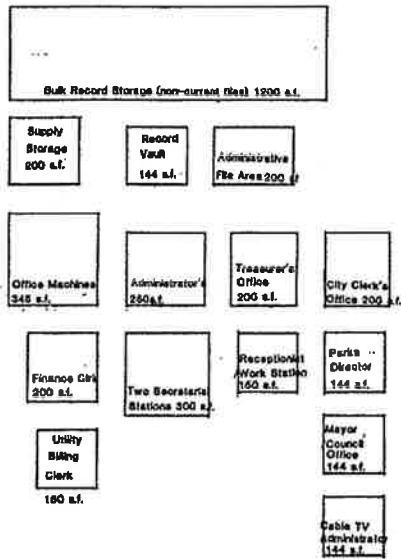
Circulation and Wall Thicknesses
at .30% 3,979 s.f.

Programmed City Hall Office Area 17,240 s.f.

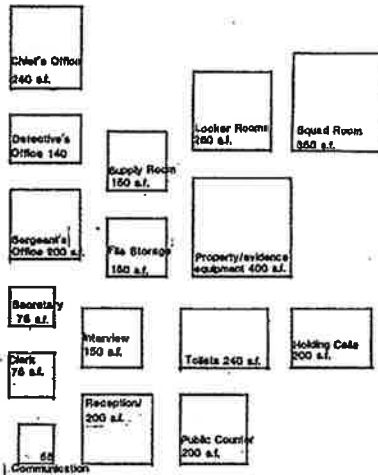
Vehicle Storage Area 1,200 s.f.

TOTAL AREA 18,440 s.f.

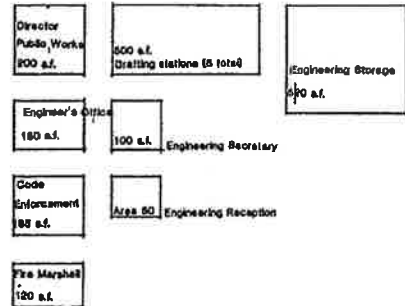
Space Needs: Initial Planning & Design Criteria



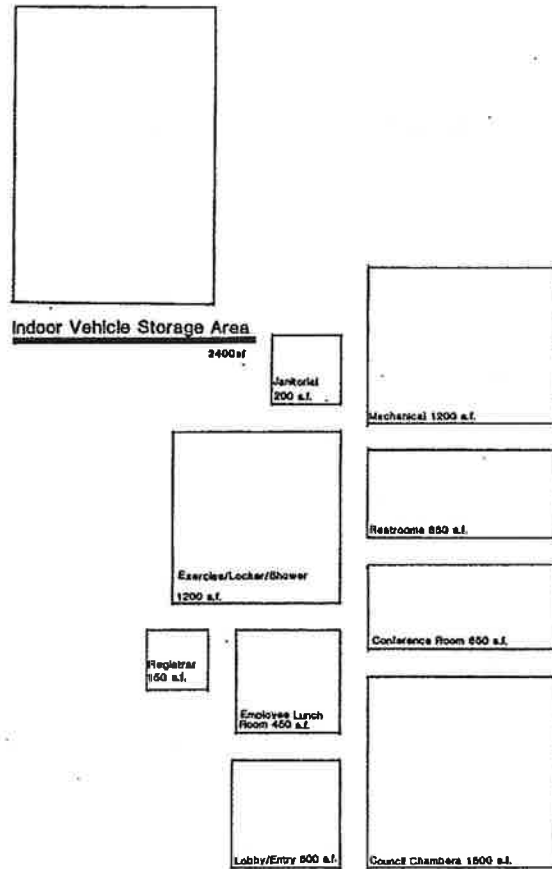
Administration 3971 s.f.



Police/Emergency Preparedness 3055 s.f.



Engineering/Code Enforcement 1533 s.f.



Common Area 6530 s.f.

Total 22450 s.f.

City Hall

Mendota Heights, Minnesota

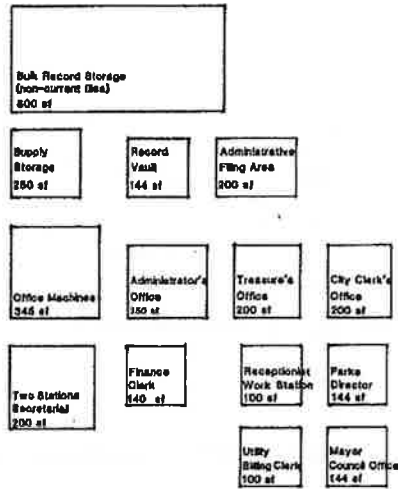
Mendota Heights

Lindberg Pierce Inc. Architects

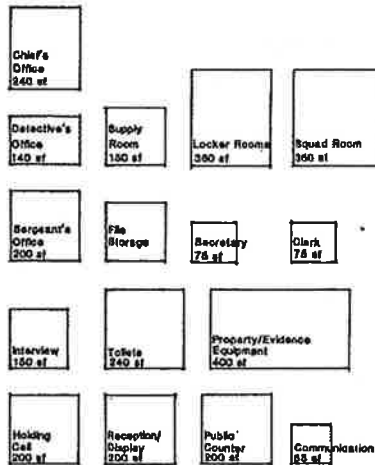
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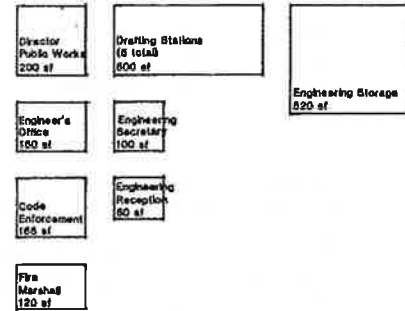
Space Needs : Final Planning & Design Criteria



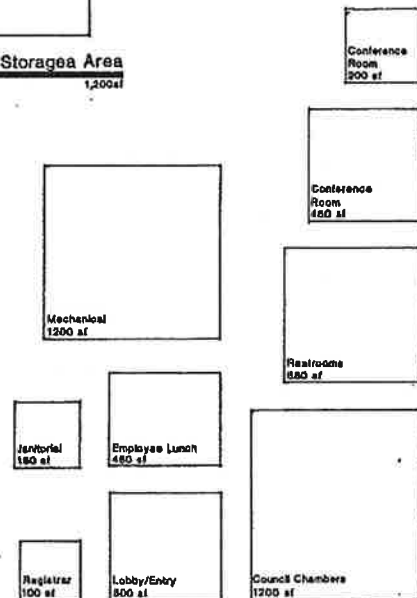
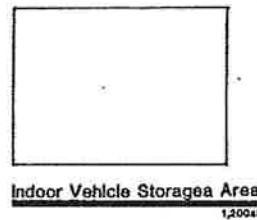
Administration 3,311 sf



Police/Emergency Preparedness



Engineering/Code Enforcement 1,825 sf



Common Area 4,830 sf
Total 18,440 sf

City Hall

Mendota Heights, Minnesota

Mendota Heights

Lindberg Pierce Inc. Architects

FINANCING

SECTION V

FINANCING OPTIONS

LEASE/BUILD OVERVIEW

Upon adoption of a preliminary space needs program, (and concurrent with the site selection process) a broad analysis of issues and cost related to (a) building ownership versus (b) the office lease alternative was undertaken.

The financial analysis recognized that the building ownership option provided both image and specialized common spaces that would be difficult to achieve in leased property.

The study further recognized that these features would be difficult to measure and quantify and therefore, structured the analysis about the following assumptions:

Ownership.....new building of 18,440 sq. ft.
Lease.....space of 11,110 sq. ft.

It was further assumed that the lease space would be in the existing building or comparable facilities and not reflect the rents of new construction.

This analysis presented a 'best case' picture for the lease option.

A detailed examination of all the factors projected over a 30 year period demonstrated persuasively that the early cost advantages of leasing are overcome somewhere within 15-20 years and building ownership emerged as the most cost effective position for the long run. A copy of the Financial Analysis is included in Part D of the Appendix of this report.

It was the action of the Committee at this point to select a site and develop a design for a new City Hall of approximately 18,500 square feet.

SECTION VI

SCHEMATIC DESIGN

CIVIC CENTER SITE: OVERVIEW

As identified in Section III, the selected site for the new City Hall has a number of significant features (refer to Illustration H).

Its location at the intersection of two major vehicular corridors will allow not only ease of access, but also high visibility to the citizens.

The size of the site will provide area for the construction of other civic facilities (library, community center, park structures, etc.) if the citizens should decide to do so.

The natural environment of the large marsh area provides a focus for the site and a needed contrast to the man made environment of the Highway 110 corridor.

The two most important features of the site, to which the design could relate, are the corner of the site at the intersection of Lexington Avenue and the Highway 110 frontage road and, the second feature, the ridge at the edge of the marsh.

The City of Mendota Heights is planning a bicycle and pedestrian trail along Lexington Avenue, on the east side of the street. In addition, an MTC bus stop is located on the east side of Lexington Avenue, just south of its intersection with the Highway 110 frontage road.

Existing city utilities (sanitary sewer, water and overhead electrical) are conveniently located along the eastern edge of the site, in the Lexington Avenue right-of-way. In addition, a water main is routed along the southern edge of the site in the frontage road right-of-way.

ZONING REVIEW

A review of the City of Mendota Heights Zoning Ordinance was accomplished by Lindberg Pierce, Inc. and a copy is incorporated into part E of the Appendix of this report.

The zoning review established the following major design parameters for the site plan:

1. A minimum building setback of fifty (50) feet from the east, south and north property lines is required.
2. A minimum building setback of one hundred (100) feet from the marsh's floodplain elevation of 891.6 is required.
3. A minimum parking setback of twenty (20) feet from any property line is required.
4. The maximum building height shall be two (2) stories or twenty-five (25) feet, whichever is less. This height can be increased by 50 percent (to 37'-6" to allow for mechanical penthouses, parapets, spires or high volumes.

ISSUES AND CRITERIA

Before any attempt was made to establish conceptual designs for the City Hall sites master plan alternatives, it was necessary to define guidelines against which the alternative master plans could be evaluated.

These guidelines were developed as a series of issues and criteria. A brief description of each follows:

Presence: With a City Hall being the most important civic building within any community, its physical presence on a site should have a dominant position and massing.

Relation to
Neighbors:

As with any new building, the City Hall should fit into the fabric of the neighborhood, but with consideration being given to a City Hall's heirarchy with the overall city.

Preserved Site
Opportunities:

The Civic Center site offers important features (intersection of Highway 110 and Lexington Avenue, marsh, ballfield) that the design of the new City Hall should reinforce or incorporate.

Access:

Access to the site, either by vehicle or on foot, should be carefully considered so that public, staff and police traffic do not overlap to the extent that unnecessary delays or dangerous conditions exist.

Expansion:

With the potential for other civic buildings on the site, the final location of the new City Hall should be determined so that an area of the site can be held in reserve in the event the City or County decides to construct another facility.

Soils:

As pointed out in the soil borings report, the center portion of the site has very poor soil and any construction in this area will be more expensive (refer to part F of the Appendix).

Utilities:

The primary utilities run along the eastern edge of the site (with a water main also along the southern edge). Locating the new City Hall at this end of the site will minimize the construction cost of the on-site utilities.

MASTER PLAN SITE STUDIES

Having taken into consideration the poor soil conditions found in the center portion of the Civic Center site (refer to the Preliminary Foundation Report included in part F of the Appendix), two additional building areas were identified. A brief description of the three sites and their corresponding massing intentions follows.

East Site: Located at the intersection of Lexington Avenue and the Highway 110 frontage road. This site was chosen for its high visibility from Highway 110, its adjacency to major utilities, and its position at the edge of the poor soils area (refer to Illustration I).

The proposed massing for the City Hall would highlight the council chamber by contrasting its volume with that of the administration and engineering/code enforcement wings behind. The police department would be located on the lower level with a separate parking area for police vehicles and public parking.

General parking would be located west of the new City Hall along the frontage road property line.

Expansion of the City Hall would be accomplished by extending the engineering wing. Any future civic facility would be located in the area of the existing ballfield.

North Site: Located at the center of the site towards the rear, this site would take advantage of the views out to the marsh (refer to Illustration J).

The proposed massing would establish a high volumed area that contains the lobby and the council chamber. Administrative and engineering/code enforcement offices would be adjacent to the lobby within a large, open office wing. The police department, police parking and garages would be at a lower level, thereby taking advantage of the site's modest slope down to the marsh.

General parking would be in two lots out in front of the City Hall, on either side of a tree-lined walk way that is centered on the lobby/council chamber volume.

Future expansion of the City Hall would occur to the southwest of the lobby/council chamber. Any additional civic facilities would be located on the site of the existing ballfield.

West Site:

Located on the ballfield, away from the poor soil conditions. As with the north site, the building would be located at the top of the ridge, providing views out over the marsh (refer to Illustration K).

The mass of the building would have gradually built up from the one story police/garage wing to the southwest, rising higher at the 1-1/2 story exposure of the central administration/engineering block, and culminating at the two story council chamber. The overall massing would enclose a public lawn area on three sides.

General and visitor parking would be located in front of the facility. Police parking would be located in the southwest corner of the site away from all other public activities.

A new ball diamond would be constructed on the eastern half of the site, the area of poorest soils. Any future expansion of the City Hall or the construction of another civic facility would occur in this area and eliminate the ballfield.

MASTER PLAN SELECTION

In preferring the east site over the two other potential sites, the following factors influenced the decision:

1. Its proximity to Lexington Avenue/Highway 110 permits the greatest potential for visibility of the facility to the passerby.
2. Public and police access can occur from different roads.
3. The site is the closest of the three options to the existing utilities along Lexington Avenue.
4. It is anticipated that the east site will not have the very poor soil conditions discovered in the center of the site.

The Citizen's City Hall Committee unanimously approved the selection of the east site at their March 17, 1986 meeting. They requested the re-design of the general parking lot so that the existing ballfield could remain.

They also suggested that the area underneath the engineering/code enforcement wing, indicated as being unexcavated, be constructed as unfinished storage space. Because of the poor soils, this area of the site will need to be excavated below the depth for lower level footings and it would not be cost effective to refill this area so that the

engineering/code enforcement wing could be constructed at grade. The unfinished area could be used for future expansion of City departments.

DEVELOPED BUILDING DESIGN

PROGRAM REVISIONS

Through a series of separate meetings with the Citizen's City Hall Committee and the City Hall staff, the program for the new City Hall was revised from the previous area of 18,440 square feet, established September 25, 1985, to a gross floor area of 18,874 square feet. The primary reasons for this revision are as follows (refer to Illustrations L through O):

1. The number of garage stalls was reduced from four to three (a reduction of 400 square feet).
2. The office machine room was reduced in area from 345 square feet to 195 square feet (a reduction of 150 square feet).
3. It was determined that only one pair of toilet rooms was needed on the upper level. A small pair of toilet rooms was added to the lower level for use by the public and by employees using the lunch room (a reduction of 240 square feet).
4. Additional area was added beneath the engineering/code enforcement wing over and above that which was programmed. This not only takes advantage of the required excavation, eliminated the need for expensive backfilling in a slab-on-grade condition, but also provides a certain amount of expansion area (an increase of 992 square feet).

5. The offices for the Parks Director and the Cable TV Administrator were eliminated (a reduction of 288 square feet).
6. A 150 square foot room added for storage of Motor Vehicle Registrar supplies (an increase of 150 square feet).
7. The council chamber was enlarged slightly to conform to the structural grid of the facility (an increase of 142 square feet).
8. An entry vestibule was incorporated into the plan so that contractors could enter and leave the engineering wing without tracking dirt and mud through the main lobby and corridor. This entry can also be used by City Hall staff (an increase of 64 square feet).
9. The Fire Marshall's office (100 square feet) was eliminated and its area was used to enlarge the Code Enforcement Officer's office and the Engineering Department's reception area (no change to overall area). The Fire Marshall will be located in the administrative wing's open office area.
10. Given the two story solution, each with access onto grade, an elevator was incorporated into the plan to accommodate the handicapped and to aid in the moving of supplies and dead storage between levels. An elevator equipment room was also added at the lower level (an increase of 164 square feet).

FINAL SITE DEVELOPMENT

With one exception, the site has remained the same as described in the Master Plan Site Studies section. It was determined that there should be a total of sixty-five (65) stalls for public and staff parking. In addition, eight (8) parking stalls should be provided for police vehicles.

COST ESTIMATE

With the assistance of a professional cost estimating consultant (Cost, Planning and Management International of Des Moines, Iowa), the architects prepared a construction cost estimate for the proposed City Hall based on their schematic design drawings and specifications.

The cost of construction for the proposed 18,874 square foot City Hall was estimated at \$1,393,500 (\$73.83 per square foot). This estimate, dated April 25, 1986, was based on current prices and anticipates starting construction in late summer or early fall of 1986. It was anticipated that a one year construction period would be necessary.

The cost estimate stated above was for construction only and does not include the following:

- .Architectural/engineering fees
- .Legal and Bonding fees
- .Soil Boring/Foundation Investigation Report Fee
- .Sewer Availability Charges (SAC)
- .Water Availability Charges (WAC)
- .Furnishings and Equipment Budget
- .Construction Contingency

Refer to part G of the Appendix for a summary of the construction cost estimate.

FINANCING

Based on the April 25, 1986 construction cost estimate, City Treasurer Larry Shaughnessy prepared an analysis that compared the projected costs to the City of renting space for City departments versus building a new City Hall Facility.

The projected cost to the City to rent adequate space for City departments was estimated at \$135,043 per year. This was based on a leasable area of 11,110 square feet and should be considered as an ultimate projection.

The projected cost to the City to finance the construction of a new City Hall was estimated at \$167,420 per year.

Using an assumed 1990 taxable value of \$115,000.00, the approximate mill rates would be:

.Ownership (\$167,420)	1.46 mills	Avg. Home Cost \$45.72
.1990 Rent projection (\$135,043)	<u>1.31 mills</u>	<u>41.03</u>
Increased cost for ownership versus projected rent	+ .15 mills	+\$ 4.69

Refer to part H of the Appendix for a copy of Treasurer Shaughnessy's Financing Analysis memorandum, dated May 5, 1986.

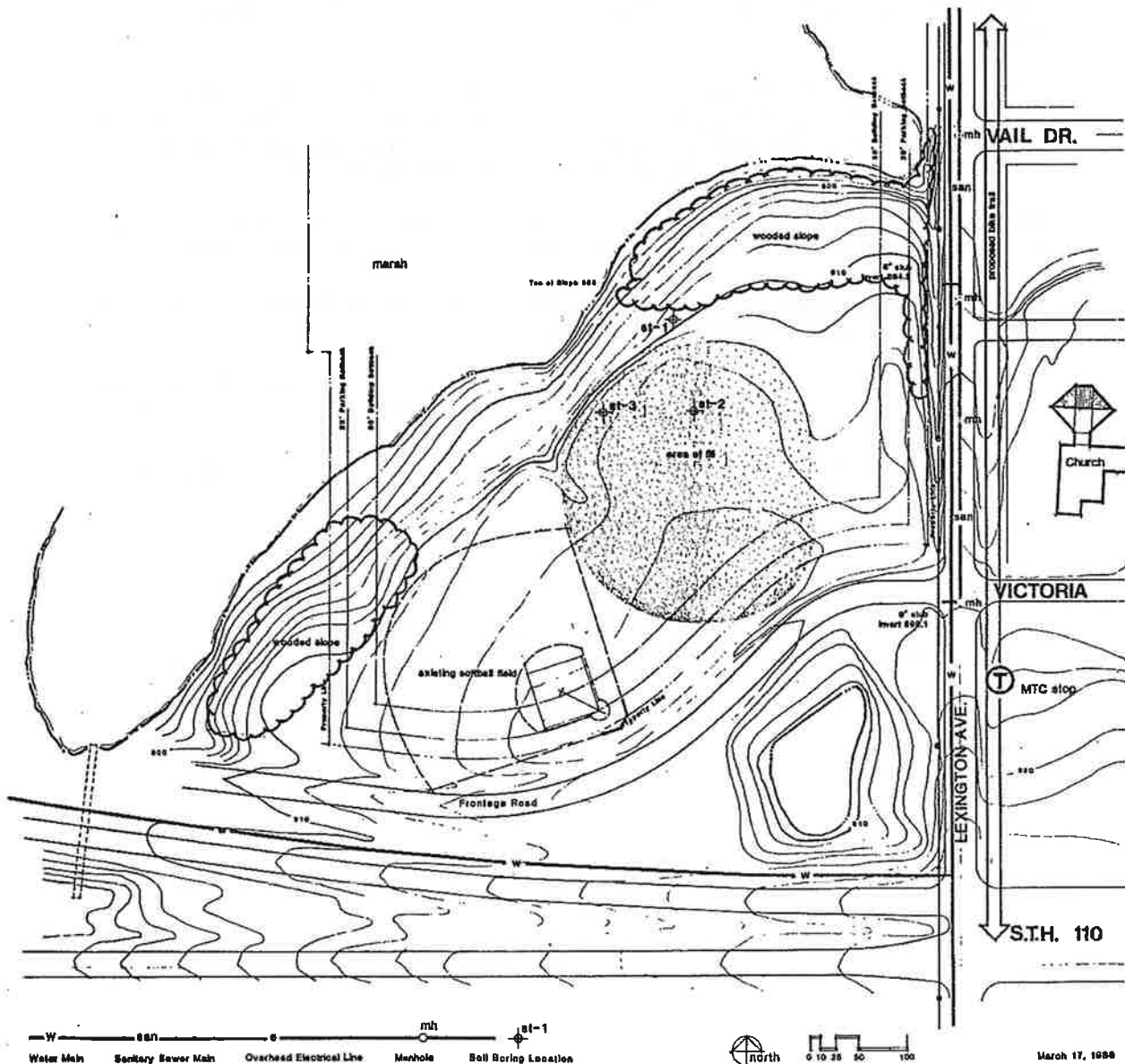
Existing Site Conditions Master Plan Site Studies

Zoning Ordinance Requirements

- g Zoning District One Family Residential (R-1)
- g Land Area 16 acres
- g Building Setbacks 50 feet
- g Floodplain Setback 100 feet from elevation 891.8
- g Maximum Building Height 2 stories or 25 feet
- g Parking Setbacks 20 feet
- g Required Parking 65 stalls

Issues and Criteria

- g Presence
- g Relation to Neighbors
- g Preserved Site Opportunities
- g Access
- g Expansion
- g Soils
- g Utilities



City Hall

Mendota Heights

Mendota Heights, Minnesota

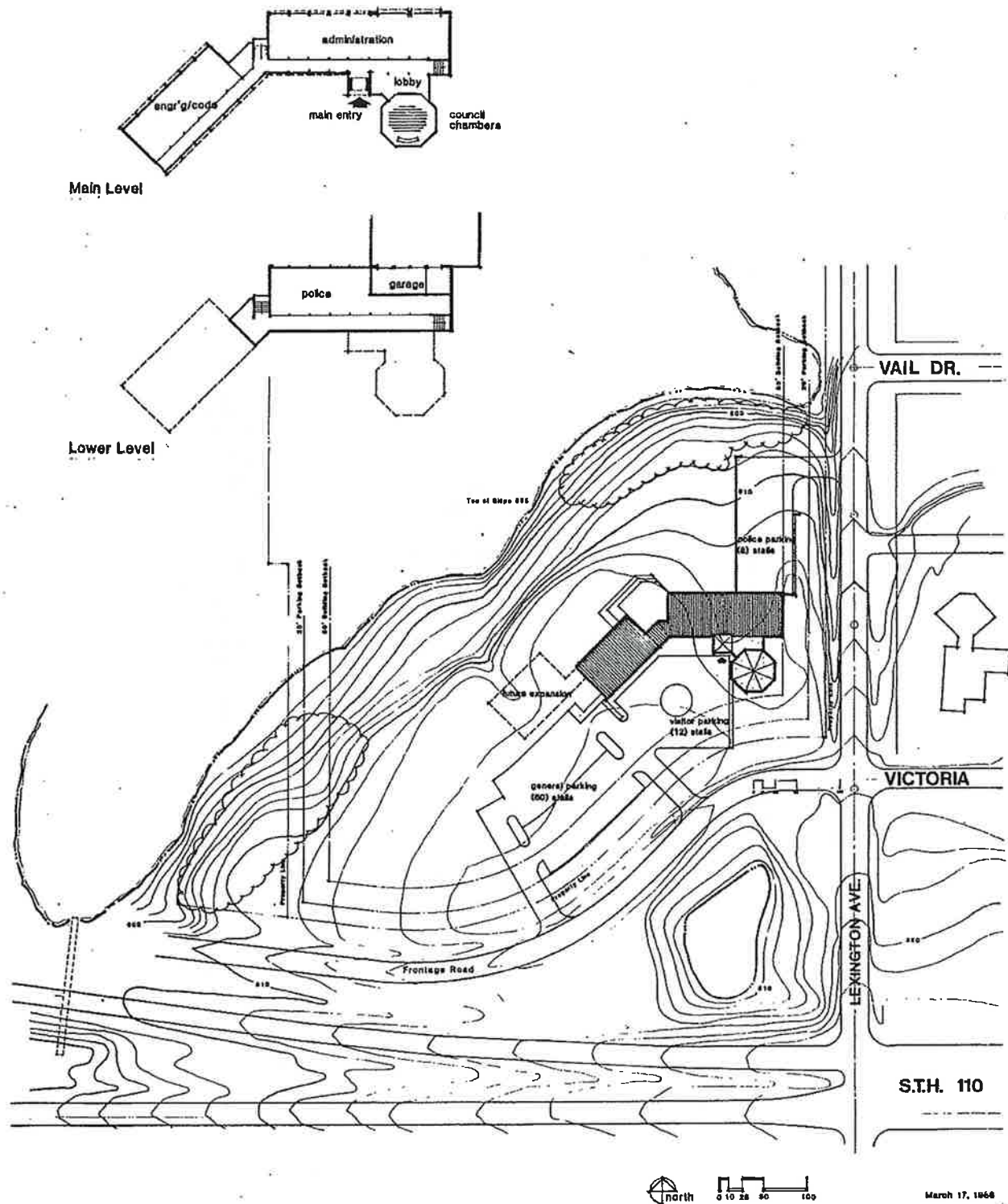
Lindberg Pierce Inc. Architects

6-11

H

East Location

Master Plan Site Studies



City Hall

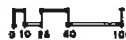
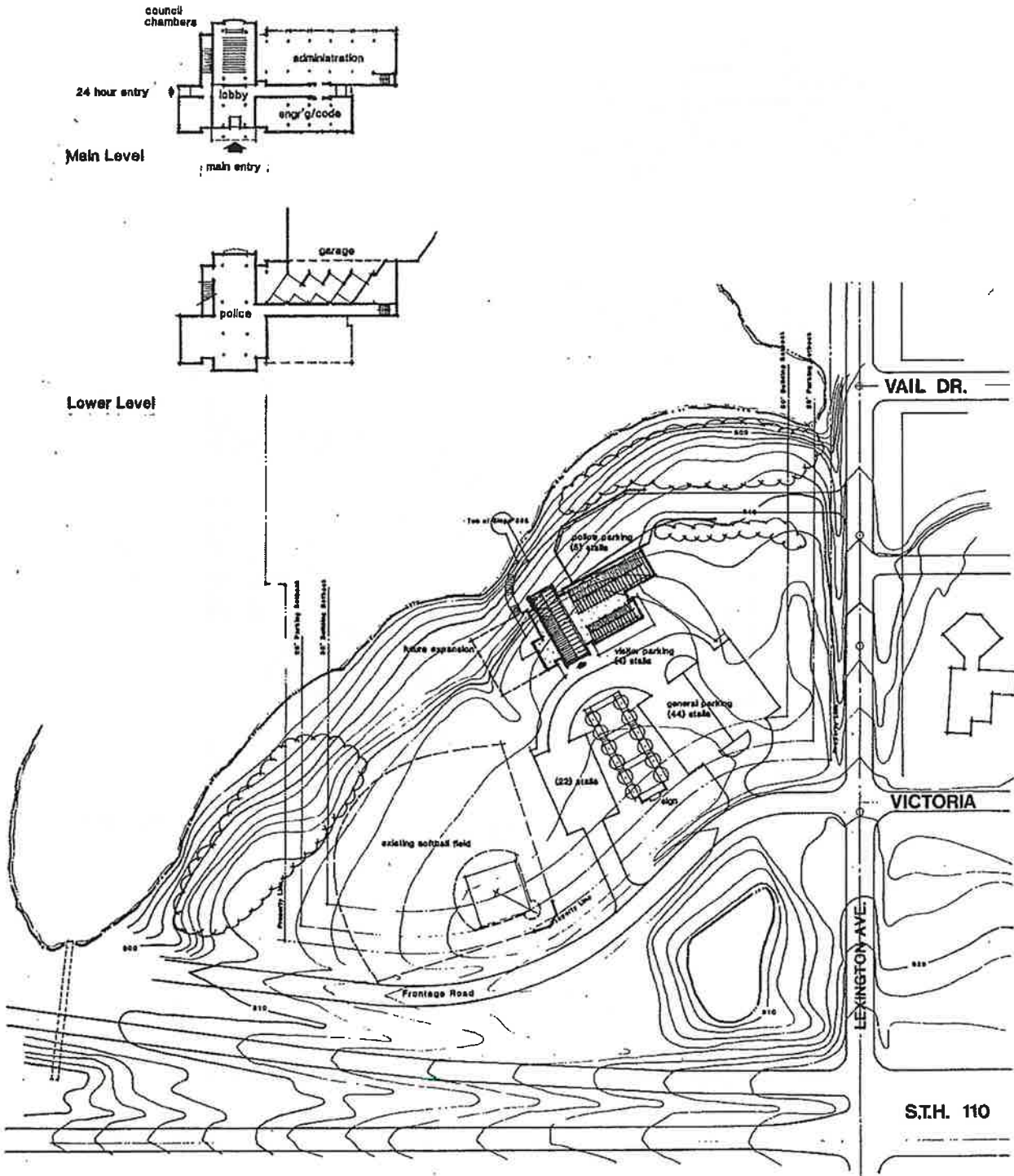
Mendota Heights

Mendota Heights, Minnesota

Lindberg Pierce Inc. Architects

6-12

I



March 17, 1984

City Hall

Mendota Heights

Mendota Heights, Minnesota

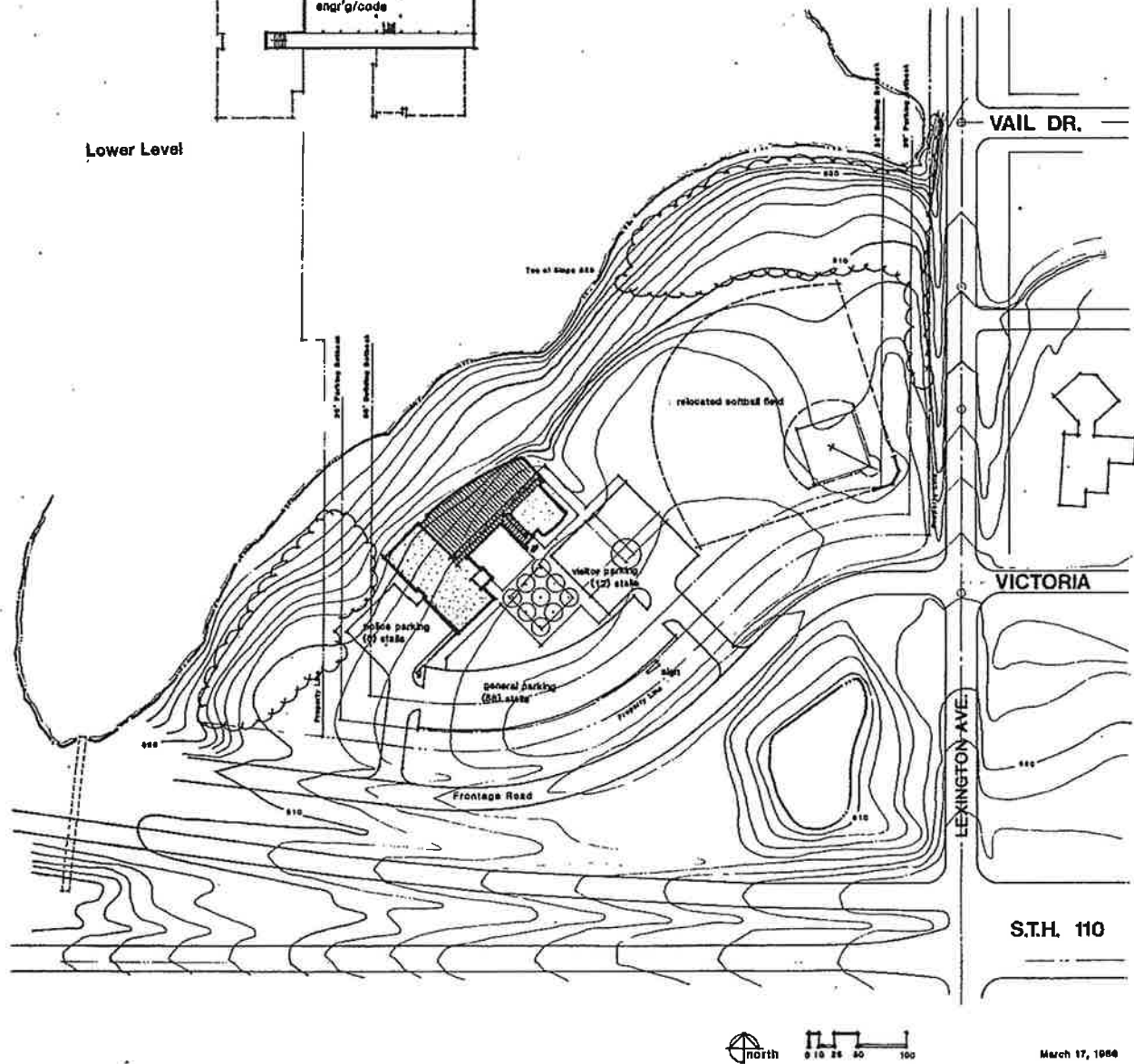
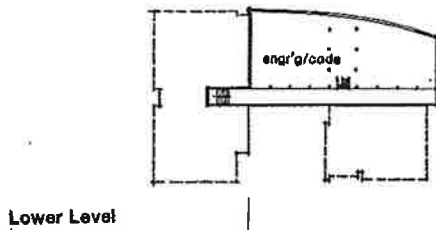
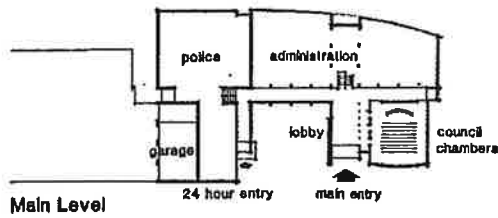
Lindberg Pierce Inc. Architects

6-13

J

West Location

Master Plan Site Studies



City Hall

Mendota Heights

Mendota Heights, Minnesota

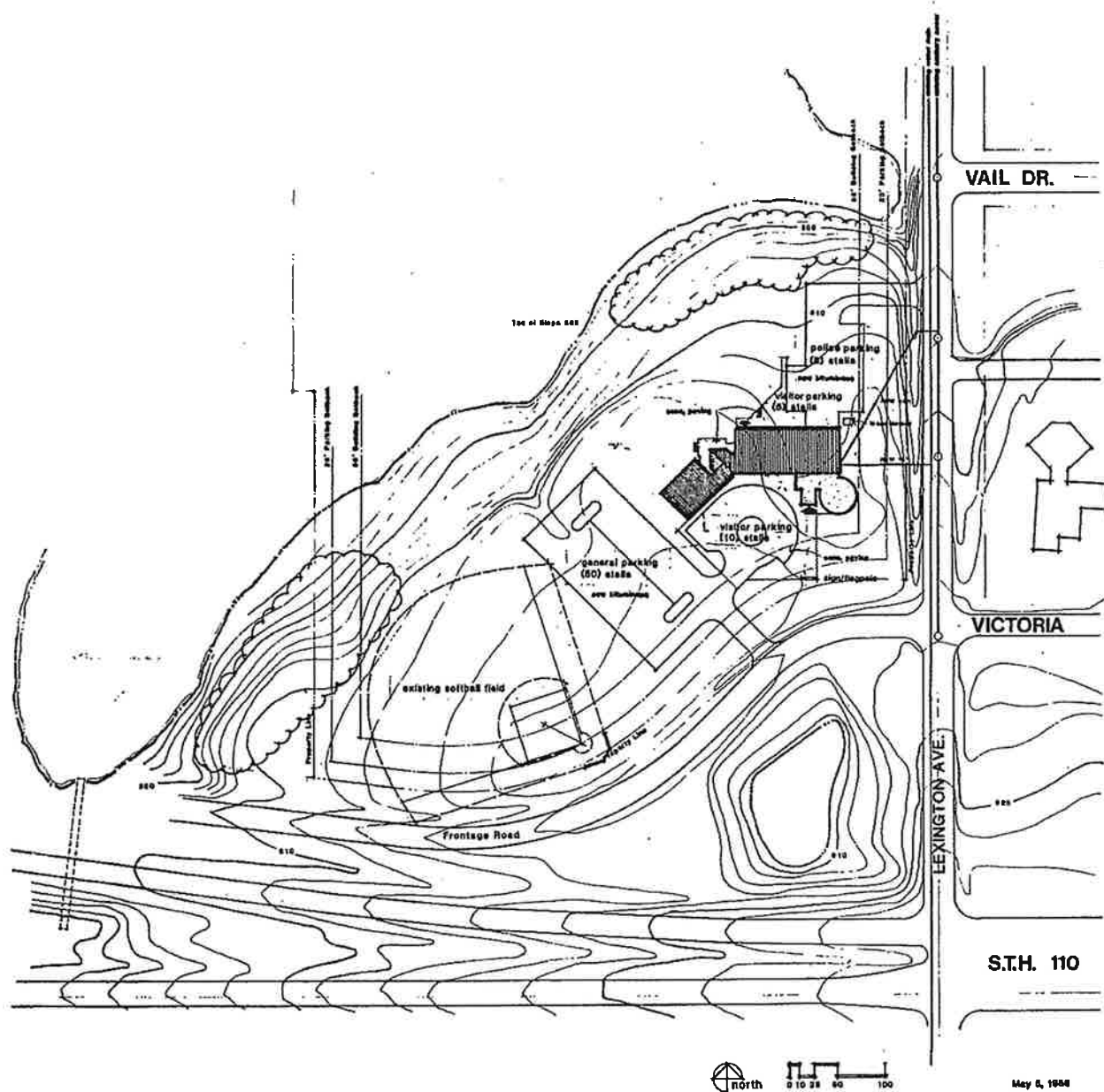
Lindberg Pierce Inc. Architects

6-14

K

Site Plan

Schematic Design



City Hall

Mendota Heights

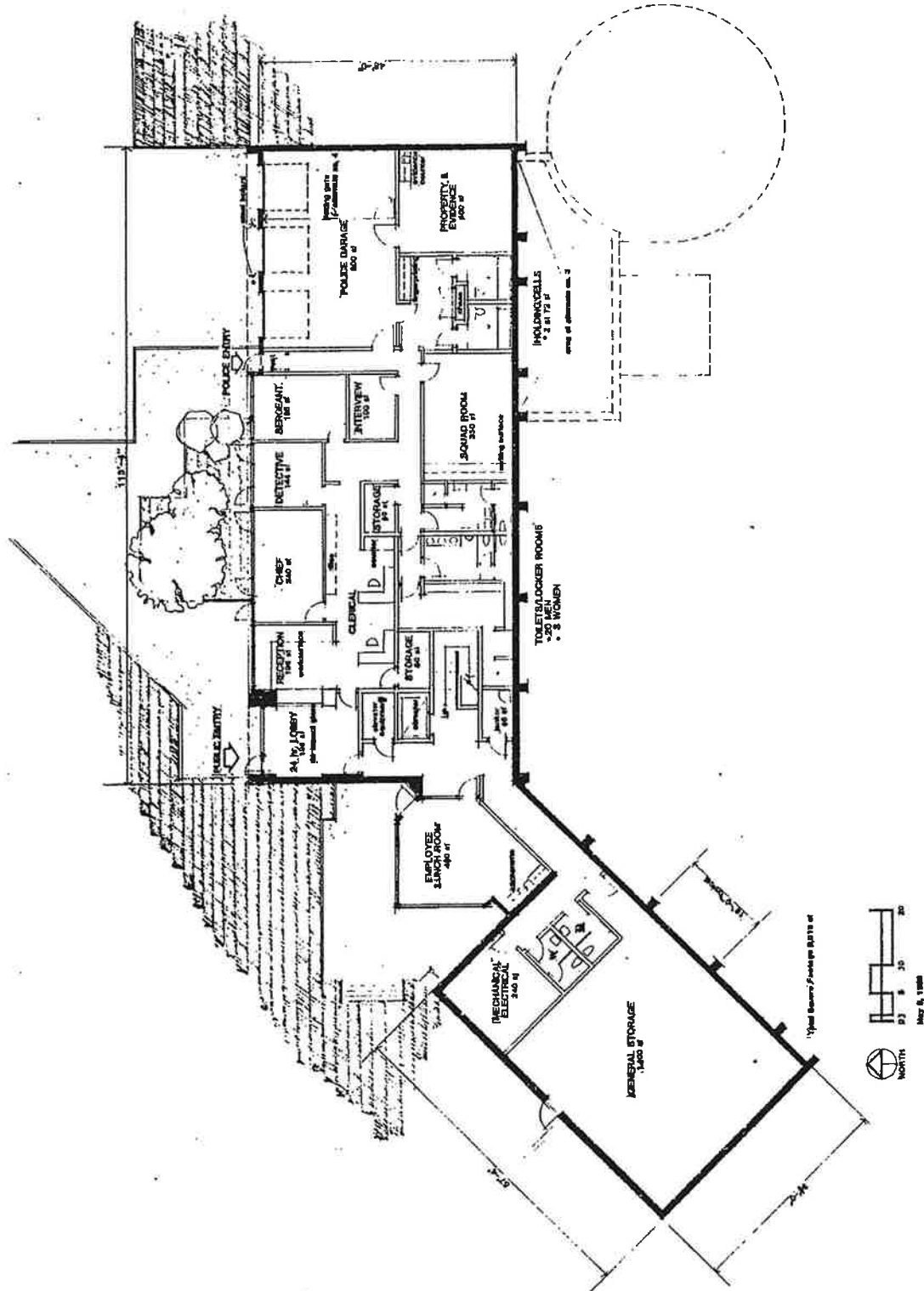
Mendota Heights, Minnesota

Lindberg Pierce Inc. Architects

6-15

L

Lower Level Plan Schematic Design



City Hall

Mendota Heights

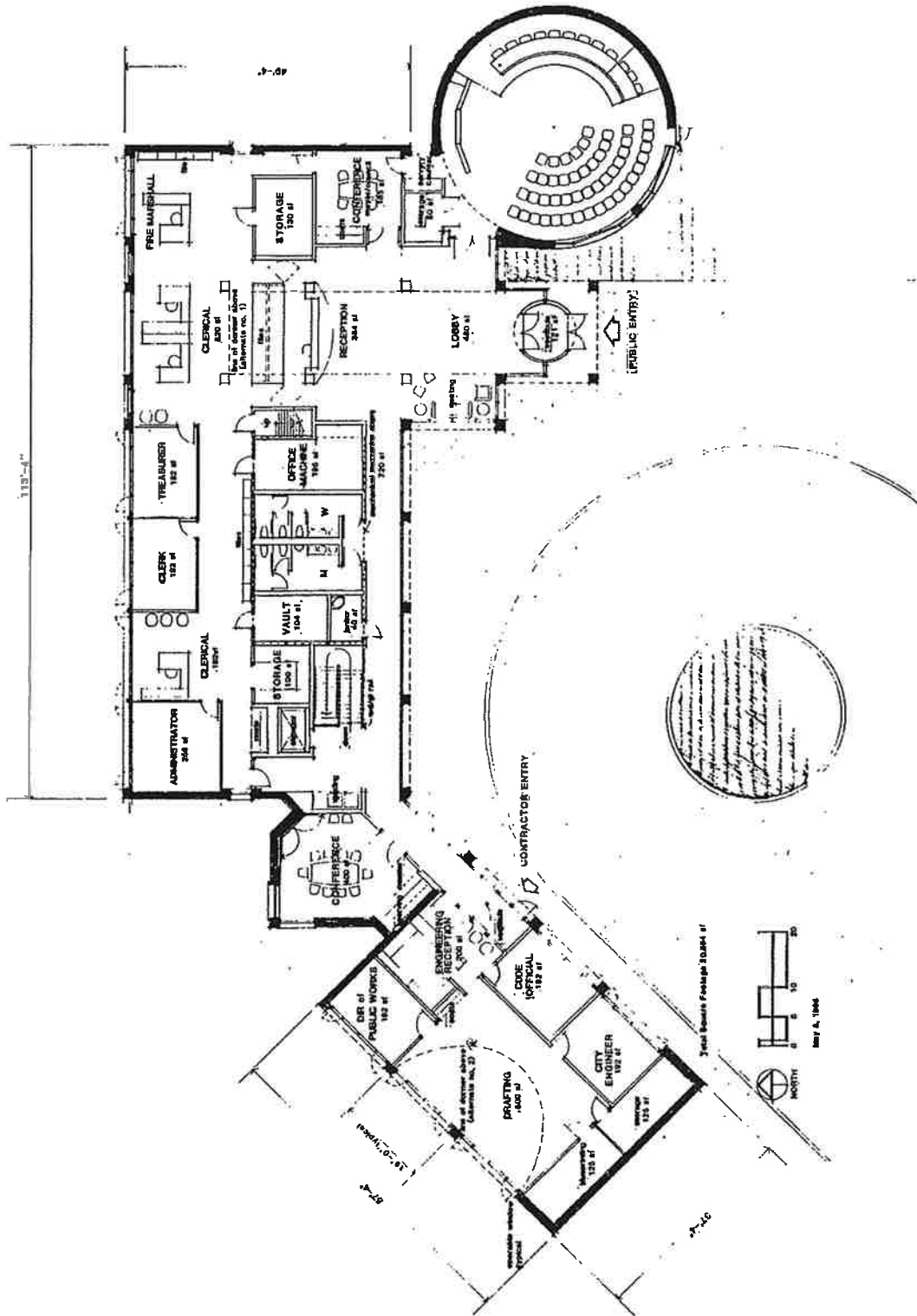
Mendota Heights, Minnesota

Lindberg Pierce Inc. Architects

6-16

M

Upper Level Plan Schematic Design



City Hall

Mendota Heights, Minnesota

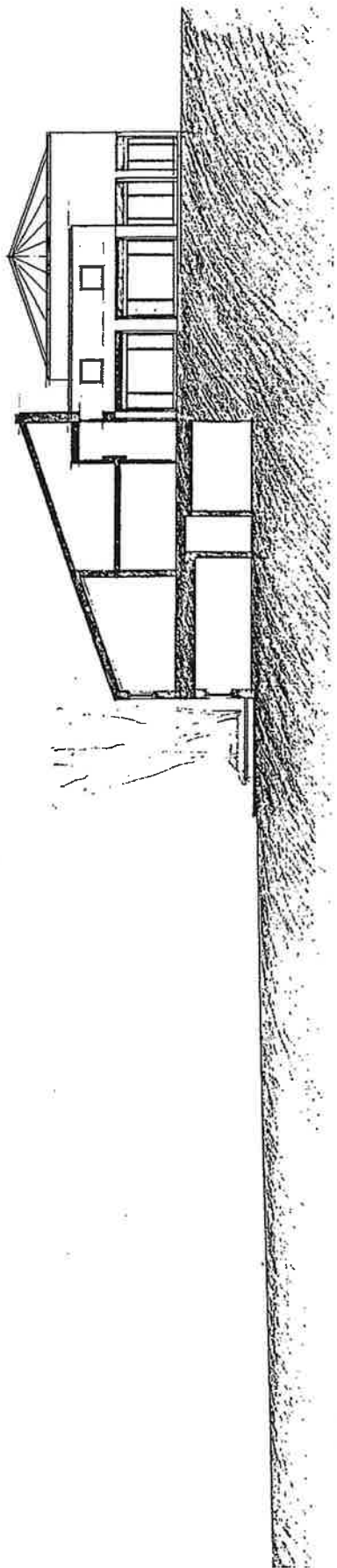
Mendota Heights

Lindberg Pierce Inc. Architects

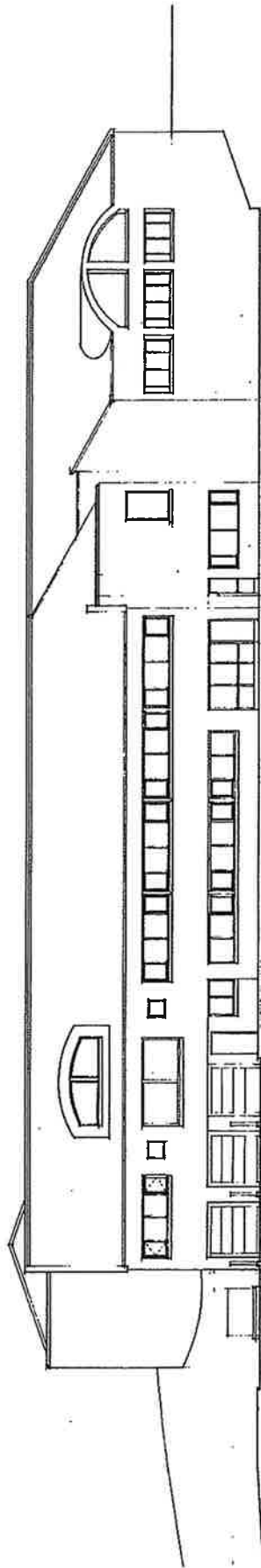
6-17

N

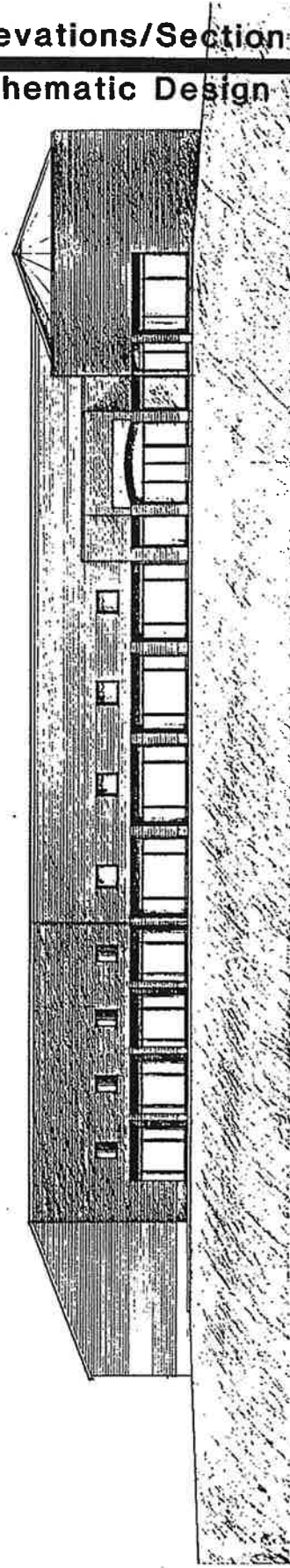
Elevations/Section Schematic Design



section



north elevation



entry/south elevation

City Hall

Mendota Heights, Minnesota

Mendota Heights

Lindberg Pierce Inc. Architects

6-18

O

SECTION VII

RECOMMENDATION

CITY HALL COMMITTEE RECOMMENDATION

At the May 5, 1986 meeting of the City Hall Citizen's Committee the following recommendation was made and unanimously accepted

"...based on the data gathered by the City Hall Committee, the studies presented by the architect, and the input of City staff, the City Hall Committee concludes that it is advantageous for the City of Mendota Heights to own its City Hall as opposed to expanded rental space, and therefore the Committee recommends that the City of Mendota Heights proceed to construction of a City Hall at the Lexington/TH 110 site."

APPENDIX A

SUMMARY OF MEETINGS

During the ten month period of the Mendota Heights City Hall Study, a number of meetings and interviews occurred that helped to define and shape the resultant image of the proposed facility.

Issues as diverse as space requirements, financing, city hall prototypes, potential sites, and others were brought to the attention of the Citizen's Committee.

As these issues were discussed, their relative importance was determined and, ultimately, their impact upon the form of the City Hall was established.

That which follows is a chronological listing of the project's meetings and interviews with accompanying information regarding the participants and, where necessary, significant recommendations. Following this listing, in part B of the Appendix, is a copy of the minutes of each City Hall Citizen's Committee meeting is included.

<u>Date</u>	<u>Subject</u>	<u>Participants/Actions</u>
3-29-85	Proposals for Architectural Services Received	
5-8-85	Informational Meeting for Short-listed Architectural firms	
5-14-85	Interview for Selection of Architectural firm	
7-11-85	Introductory Meeting	.Kevin Frazell, City Administrator .Gene Lange, Assistant Chief of Police .Bob Pierce, Lindberg Pierce, Inc. .Dick Gilyard, Lindberg Pierce, Inc.

Date	Subject	Participants/Actions
8-26-85	Program Review	.Kevin Frazell, City Administrator .Dennis Delmont, Police Chief .Jim Danielson, Director of Public Works .Larry Shaughnessy, City Treasurer .Paul Berg, Code Enforcement Official .Guy Kullander, Engineering Technician .Mary Ann De La Rosa, Administration Staff .Robert Pierce, Lindberg Pierce, Inc. .Dick Gilyard, Lindberg Pierce, Inc.
Recommendations: Established initial program at 22,450 s.f.		
8-28-85	Citizen's Committee Meeting No. 1	.see minutes of meeting for participants and recommendations
9-9-85	Tour of local city halls	.Citizen's Committee .Kevin Frazell, City Administrator .Bob Pierce, Lindberg Pierce, Inc. .Dick Gilyard, Lindberg Pierce, Inc.
9-16-85	Citizen's Committee Meeting	.see minutes of meeting for participants and recommendations

<u>Date</u>	<u>Subject</u>	<u>Participants/Actions</u>
10-7-85	Citizen's Committee Meeting No. 3	.see minutes of meeting for participants and recommendations
11-18-85	Citizen's Committee Meeting No. 4	.see minutes of meeting for participants and recommendations
12-3-85	Citizen's Committee Meeting No. 5	.see minutes of meeting for participants and recommendations
1-27-86	Citizen's Committee Meeting No. 6	.see minutes of meeting for participants and recommendations
3-17-86	Citizen's Committee Meeting No. 7	.see minutes of meeting for participants and recommendations
3-28-86	Staff Review	.Kevin Frazell, City Administrator .Administration Staff .Jim Danielson, Director of Public Works .Engineering Staff .Dennis Delmont, Police Chief .Police Staff .Bob Pierce, Lindberg Pierce, Inc. .Dave Kelly, Lindberg Pierce, Inc.

Recommendations: Provide only (3) garage stalls (for police); combine womens' restroom and locker room in police area; eliminate office for Park Director.

<u>Date</u>	<u>Subject</u>	<u>Participants/Actions</u>
3-31-86	Citizen's Committee Meeting No. 8	.see minutes of meeting for participants and recommendations
4-2-86	Staff Review	.Kevin Frazell, City Administrator .Administration Staff .Jim Danielson, Director of Public Works .Engineering Staff .Dennis Delmont, Police Chief .Police Staff .Dick Gilyard, Lindberg Pierce, Inc. .Dave Kelly, Lindberg Pierce, Inc.

Recommendations: Combined
engineering drafting/
storage area too small; office
machine room too large...need
only 200 s.f.; reduce area for lobby
and reception.

4-17-86	Staff Review	.Kevin Frazell, City Administrator .Administration Staff .Jim Danielson, Director of Public Works .Engineering Staff .Dennis Delmont, Police Chief .Police Staff .Larry Shaughnessy, City Treasurer .Dick Gilyard, Lindberg Pierce, Inc. .Dave Kelly, Lindberg Pierce, Inc.
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Date	Subject	Participants/Actions
	Recommendations: Obtain alternate price for expanding lower level to include area under the lobby; enlarge area of Code Official's office to 192 s.f.; eliminate Fire Marshall's office... provide workstation in Administration open office area.	
5-5-86	Citizen's Committee Meeting No. 9	.see minutes of meeting for participants and recommendations

APPENDIX B

CITY OF MENDOTA HEIGHTS

City Hall Citizen's Committee Meeting

Minutes, August 28, 1985

The first meeting of the City Hall Citizen's Committee was held on August 28, 1985. Members present were Chair Stan Gustafson, Evelyn Fischer, Pete Villard, Jerry Morson, Dave Zemke, ~~Frank~~ Frank Fischer, Barb Eschle, Joyce Ogren, Lou Brenner. Excused absences were: Sharon Koll, Al Singer and Bob Doffing. Also present was City Administrator Kevin Frazell, and architects Bob Pierce and Dick Guilyard.

1. Meeting was called to order by Chair Gustafson at 7:32 P.M.
2. Introductions - everyone introduced themselves, giving their address and occupations.
3. Purpose of the committee - City Administrator Frazell gave a brief history of the City Hall issue, indicating that the study had been included in the 1985 budget, and pursuing the possibility of city hall had been a priority with the City Council. He added that the Council wished to convene a citizen's committee to study and make recommendations on the issue, because the City Hall would be a facility that would far outlive any Council or staff members, and there should be broad community input for such a community facility. They also wanted to insure that there was broad community support for the project, and it would not be seen as just a Council or staff project.

Administrator Frazell said that the Council specifically would like for the committee to look at:

1. Identification of community needs.
2. Review of architects needs assessment.
3. Leasing versus building space for City government.
4. Alternative site analysis.
5. Building design concepts.
6. Financing alternatives.

Administrator Frazell said that should the committee conclude that a bond referendum would be needed, the committee would be a crucial element in selling that issue to the public at large.

Chair Gustafson said that he thought the committee's purpose was to consider two issues, first, what space is needed for the operations of City government, and second, are there any other community needs that should be addressed in connection with a city hall facility. He said that he thought the committee was to act as a conduit for public opinion, and he would invite any citizen who had comments to channel those through the committee.

4. Review of project objectives - Architect Dick Guilyard said there were five primary issues that the committee might want to address.
 1. Location and access considerations.
 2. Community role - i.e., simply an office, community gathering space, etc.
 3. Relationship to other development in the City.
 4. Relationship to other City facilities.
 5. Character/spirit/image for the community, including serving as a standard for other development.

Mr. Guilyard went on to say that there were basically three parameters for the project, cost/economics, public understanding and perception of needs, and public approval.

Bob Pierce then asked the committee to have some discussion about what role they thought the facility should play in the community. Chair Gustafson responded that he thought the community lacked public meeting space, other than what may occasionally be available in the schools. Lou Brenner raised the question of whether the community also needed a library. It was generally agreed by the committee that while a library might be desirable, it would really hinge upon a commitment by Dakota County to operate a library in Mendota Heights. City Administrator Frazell said he would contact the County prior to the next meeting to obtain their reaction to such a proposal.

5. Project schedule - It was discussed that the committee should try to complete most of their work by the end of the year, so that should a decision be made to build, there would be time for a referendum (if necessary), and to plan and construct a facility in time for occupation when the City's existing lease expires in August of 1987.
6. Preliminary review of space needs - Bob Pierce handed out the preliminary space allocations that had been developed in connection with the City staff for the Administration, Engineering/Code Enforcement, and Police departments, as well as common areas. While the total space needs analysis was 22,450 square feet, architect Guilyard pointed out that after subtracting out all of the wall, common space, vehicle storage area, mechanical systems, etc., there was only about 9,000 to 10,000 square feet of actual "people area". It was also indicated that this would probably require a parking space for about 70 vehicles.

Barb Eschle indicated that she thought that it was important that the City Hall allow room for future growth. Evelyn Fischer added that if there was any thought of having community center facilities, even sometime in the future, that would have implications for the site selected.

Bob Pierce indicated that at today's prices, it would probably cost approximately \$70 to \$75 per square foot for construction and site preparation. Chair Gustafson said that he thought the bottom line of

cost was important. Lou Brenner added that he thought Mendota Heights residents had an attitude of wanting to keep City government small and basic, and we wouldn't want to foster the idea that we are expanding government by building an overly large City Hall.

Dave Zemke said that based on personal experience, he could vouch for the fact that the City offices are very crowded, and he thought the projected numbers were quite conservative.

Fred Fischer asked about the height of the building, to which Mr. Pierce ✓ responded that it was usually less expensive to spread a building out than go up, although that might not be the case in Mendota Heights with its relatively high land values.

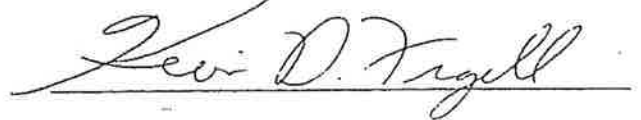
7. Future committee work program - It was felt that the group should try to go on a tour of some other city hall facilities prior to the next regular meeting, and agreed that we would try to do so on Monday, September 9th. The City Administrator and architects will be responsible for setting up the tour.

It was also agreed that the agenda for the next meeting should include at least the following:

1. Some consensus on space analysis.
 2. A rough estimate of cost from the architects for construction and operation.
 3. General financial considerations, including the lease versus build options.
 4. Discussion of general site preferences.
8. Date and time for future meetings - It was agreed that the next meeting would be held on Monday, September 16th, at 7:30 P.M., and that a day and time for future meetings would be set at that meeting.

Motion by Jerry Morson, seconded by Evelyn Fischer, to adjourn the meeting at 9:50 P.M. Motion passed unanimously.

Recorded and transcribed by Kevin D. Frazell, City Administrator.



KDF:madlr

CITY OF MENDOTA HEIGHTS
CITY HALL CITIZEN'S COMMITTEE

MINUTES, September 16, 1985

The meeting was called to order by Chair Gustafson at 7:35 P.M. Members present included Frederick W. Fischer, Evelyn Fischer, Stan Gustafson, Dave Zemke, Barb Eschle, Sharon Koll. Excused absences: Joyce Ogren and Lou Brenner, Jerry Morson. Unexcused: Peter Villard, Bob Doffing, and Al Singer.

Chair Gustafson noted that Chamber of Commerce representative Joyce Ogren had informed him that she would be having surgery, and would be unable to serve further on the committee. He reported that City Administrator Frazell had talked with the Chamber officials to request that they designate a new representative.

APPROVAL OF MINUTES Motion by Zemke, seconded by E. Fischer to approve the minutes of the August 28th minutes as corrected. Motion passed unanimously.

REPORT FROM
CITY ADMINIS-
TRATOR:

COUNTY LIBRARY Administrator Frazell reported that he had talked with County Library Director Rod McDonald about the possibility of a library in Mendota Heights. According to McDonald, the County intends to build three new libraries over the next five to ten years, and one of them will be in the northern Dakota County area to replace the West St. Paul library. Frazell said McDonald related to him that while they had tentatively talked about the 110/Robert Street area, the Library Board would certainly be amenable to considering site suggestions for Mendota Heights.

After some discussion, there was a concensus of the committee that they did not want to mix up library considerations with the City Hall discussion at this point. However, it would be kept in mind when we begin to discuss site selection.

DEED RESTRICT- Administrator Frazell reported that the 17 acres owned by the City
IONS ON LAND at the northwest corner of TH 110 and Lexington was acquired through
AT TH110/LEX- outright purchase and condemnation. Therefore, there are no deed
INGTON restrictions on the property, and it could be sold to raise capital
for construction of the City Hall.

FINANCIAL Administrator Frazell provided the Committee with a financial analysis
CONSIDERATIONS that had been prepared by City Treasurer Larry Shaughnessy. The
bottom line was that the City might be able to raise \$900,000 to
\$1,000,000 in internal cash toward the cost of a City Hall, and the
mill rate needed to lease adequate facilities by 1989 would also be
adequate to service a bond issue of \$800,000 to \$900,000.

ARCHITECT'S Architect Guilyard presented the group with a worksheet that the
REPORT, PRELIM- architects will be using to do computer runs on construction costs.
INARY COST Factors considered in the analysis are debt service time frame,
ESTIMATES facility size, site size, construction costs, alternative rental ra
etc.

Guilyard said that out of the committee discussion, and working with staff, they would generate the numbers to be available for the next meeting of the committee.

GENERAL
DISCUSSION

Chair Gustafson asked if anyone had any general feelings about the square footages projected by staff. Evelyn Fischer responded that she thought the 1,200 square foot locker room/shower/exercise space should be either eliminated or drastically cut down. She also felt that 8 indoor parking spaces was excessive and that too should be cut down.

Stan Gustafson asked if every City had a cable TV administrator. Dave Zemke responded that the cable administrator is hired by the Northern Dakota County Cable Commission, but that this space was shown in the projected city hall, because he (Zemke) had talked with Administrator Frazell about the possibility of housing the cable administrator here. He indicated that the cable commission would be paying the City rent for any space required, and would like to see that space retained in the space projections for the time being.

Stan Gustafson asked about the 1,200 square feet allocated to bulk record storage, and if that wasn't too much. It was noted by the committee that every department seemed to have a lot of storage space planned, and they requested that the staff reconsider those to see if any could be cut back some.

There was also general discussion about the relative sizes of several of the administrative and engineering offices.

It was agreed in the Police Dept., there was a need for a locker/shower facility, both for men and women, and that it might even perhaps have to be expanded somewhat from the projections. There was a question raised about the 200 square feet of counter space, plus another 200 square feet for reception and display.

There seemed to be a general consensus of the committee that the 20,000+ facilities they had seen on the tour in Eagan and Inver Grove Heights were more than Mendota Heights would need in the future, and there was also a consensus that the indoor vehicle storage area should be cut down to something similar to what those communities had.

With regard to common space, there was some discussion about 1,500 square feet for a Council Chamber. It was noted that the existing room in which the Council meets is about 1,200 square feet. Architect Guilyard said that the Council Chamber tends to be a special place in the community, and it could be a long range mistake to cut it down too much. There seemed to be a general consensus that the 1,500 square feet was appropriate.

The Committee then turned its attention to site preferences. Chair Gustafson said that as far as he could see the only advantage to a 110/Lexington site is that the City already owns it, and that the disadvantage is that it is away from the "center of the City".

Barb Eschle said she felt it was also away from some of the congest around 110/149.

Architect Guilyard said that the committee really needed to do some thinking about what function the City Hall should play. In other words, is it simply to house the functions of city government, or should it be an anchor for additional commercial development, should it be used as a buffer in residential areas, etc?

After much discussion, no one on the committee or staff identified any other potential sites in the community other than those already talked about.

The committee asked that the architects and city staff make some preliminary analysis adjustments on the advantages and disadvantages of each of the relative sites.

FUTURE WORK
PROGRAM

It was agreed that the upcoming meeting of the committee should include discussions on:

1. The role of the city hall in the community.
2. Site considerations.
3. Cost and size estimates.

DATE/TIME FOR
NEXT MEETING

It was agreed that the next meeting would be held on Monday, October 7th, at 7:30 P.M.

ADJOURN

Motion by Zemke, seconded by Koll to adjourn the meeting at 9:42 P.M. Motion passed unanimously.

CITY OF MENDOTA HEIGHTS
CITY HALL CITIZEN'S COMMITTEE MEETING

MINUTES, OCTOBER 7, 1985

Members present were Chair Stan Gustafson, Fred Fischer, Evelyn Fischer, Jerry Morson, Bob Doffing, Sharon Koll, Barb Eschle, Lou Brenner. Excused absences: Dave Zemke. Others: unexcused. Also present: City Administrator Frazell, Architect Bob Pierce, Landscape Planner Damon Farber.

The meeting was called to order by Chair Gustafson at 7:37 P.M. Administrator Frazell took roll call.

APPROVAL OF
MINUTES

Sharon Koll moved approval of the minutes of the September 16th meeting as corrected. Evelyn Fischer seconded the motion. Motion passed unanimously.

REVISED SITE &
COST ESTIMATE

Architect Pierce passed out a new preliminary space allocation, which reduced the total area in the building to 18,440 square feet. He noted that in the administrative area, the secretarial and clerk's stations had all been reduced somewhat, and the bulk storage area reduced from 1200 to 800 square feet. There were no changes in the engineering/code enforcement area. The police department actually grew by about 100 feet, because of adding locker space due to the elimination of the larger recreation room. In the common area, it was noted that the Council Chamber had been reduced from 1500 to 1200 square feet, 100 square feet taken off of the janitor's space, and the 1200 locker/recreation room removed. The indoor parking space had also been reduced from 8 to 4 vehicles.

Total program space was 13,261 versus the 15,421 in the previous estimate. There was some continued discussion about the bulk storage and vehicle space. Member Morson suggested that it was always important to leave some vacant space in a structure, and that the vehicle and bulk storage areas could really be left as side issues, to be determined later when design schematics are better known.

Stan Gustafson said that he felt much better with the updated space estimate.

ALTERNATIVE SITE
CONSIDERATIONS

Landscape architect Damon Farber presented the analysis his firm had done on six potential sites. Those were:

1. Lexington/Civic Center,
2. Next to new fire station.
3. Old fire station.
4. Mendota Plaza area.
5. City Hall (end of South Plaza Drive).
6. Freeway Road (behind Tom Thumb).

Farber went over a ranking system that had been used to award points to the sites on their suitability. Factors included in the analysis were site characteristics, essential public utilities, accessibility, compatible land use, visual assessment, public improvements, functional relationship to other services and uses, and economic and land cost. The rating system was a combination of an evaluative factor, times a weighting for the importance of that factor.

Farber commented that the Lexington site had very nice character, was close to the highway with high visibility, that the land had apparently been filled, it would be near a residential area and near a church, and across the street from a developing corporate center site. Overall, the site earned 254 points, which was the highest ranking of any.

A site next to the new fire station ranked fairly high, but primarily because it didn't have a lot of negatives. Farber commented that it also didn't have a lot of the amenities of the other sites. He indicated that it did have visibility, and was near the "center" of the City, but had poor access.

The site of the old fire station was the lowest rated site, in that it was too small, had poor access, and poor visibility. It was noted that size would be a serious constraint.

The commercial site, north of South Plaza Drive, and south of the shopping center, was noted for its good visibility, and access to the Central Commercial Area. However, it was also suggested that the land could be very costly to obtain, since it is zoned for commercial development. Some members of the committee also commented that they felt it was "down in a hole".

The "City Hall" site, which is at the end of South Plaza Drive west of the Dakota County State Bank bldg., was noted for the beautiful land terrain, the potential for accommodating a building with upper and lower levels, good potential access, and the potential for becoming a nice community center. Drawbacks were that the ownership and availability of the land is somewhat in question, since it is part of the Mn/DOT highway easement, and the site would have less visibility from TH 110.

The Freeway Road site, that being south of Freeway Road, achieved a generally low rating, due to its poor visibility, isolated location, being located on fill, and somewhat small in size. It was noted that if the plans to extend South Plaza Drive over TH 110 as a local access road were ever implemented, the site would become much more attractive.

The group then had extensive discussion about the sites. In general, site 1, the Civic Center site, was particularly discussed as being attractive for the fact that the City already owns the land, it could accommodate an adjoining park, and potentially a library building, as well as provide space for future expansion. Sharon Koll noted some preference for a site in the 110/149 Central Commercial Area.

Motion by Fred Fischer, seconded by Jerry Morson, to target sites 1, 5, and 6, for further consideration.
Motion passed unanimously.

Motion by Jerry Morson, seconded by Bob Doffing, to order soil boring tests as necessary, on sites 1, 5, and 6. Motion passed unanimously.

City Administrator Frazell said that he would check with the engineering staff and Mn/DOT to see what information might be available on the sites before soil borings were ordered.

Returning to site and cost estimates, Architect Pierce noted that they would need to narrow in on a particular site to determine cost more precisely. He indicated that they would look at the types of buildings that could go on a site, then do some site planning and building concepts.

Committee member Eschle raised the question of looking at the economic viability of leasing versus building a City Hall. Pierce noted that he had a report prepared by another consultant on that topic, which he was giving to the City Administrator for evaluation. That report would then be made available to the committee at it's next meeting.

FUTURE COMMITTEE
WORK

Chair Gustafson said that he felt at the next meeting, the committee should be able to make a decision whether it was going to recommend building or renting, and if building, select a final site for recommendation.

DATE FOR NEXT
MEETING

It was agreed that the next meeting would be held on Monday, November 4th.

ADJOURN

Motion by Doffing, seconded by Morson to adjourn the meeting at 9:07 P.M. Motion passed unanimously.

CITY OF MENDOTA HEIGHTS
CITY HALL CITIZEN'S COMMITTEE MEETING

MINUTES, NOVEMBER 18, 1985

Members present included Lou Brenner, Fred Fischer, Stan Gustafson-Chair, Jerry Morson, Sharon Koll, Evelyn Fischer, and Barb Eschle. Absent: Dave Zemke, Bob Doffing and Al Singer. Also present: City Administrator Frazell, Architects Bob Pierce and Dick Guilyard, Landscape Architect Damon Farber and Economic Analysis Consultant Donn Whiski.

The meeting was called to order by Chair Gustafson at 7:37 P.M.

APPROVAL OF
MINUTES

Ayes: 7
Nays: 0

Motion by Lou Brenner, seconded by Jerry Morson to approve the minutes of the October 7th meeting as written.

LEASE VS
BUILD REPORT

Architect Pierce introduced Mr. Donn Whiski of Resolution, Inc., the economic analysis consultant for the project. Mr. Whiski presented his report, which compared the cost of leasing versus building over a 20 year period, under various assumptions about the quality and expense of the owner-occupied building.

In general, the report showed that ownership becomes more advantageous at about the year 2001. If a sinking fund for building depreciation is eliminated, as would be a common practice in local government, the build option becomes more advantageous in 1995.

It was also noted that the increase in lease payments was inflated at 5% per year, and there was general agreement on the committee that that figure was probably on the conservative side.

The committee questioned what implications the three scenarios of A, B, and C (differing levels of building quality) would be. Architect Pierce responded that in the less costly approaches, you lose the quality of materials, some site amenities, and sophistication of the mechanical system.

Mr. Whiski added that if you looked at the net present value of 20 years of lease payments, at a 8½% interest rate, the amount would be \$2 million. In other words, the City could construct a building of up to \$2 million, and it would still be more advantageous over a 20 year period than leasing.

Mr. Whiski said that in general, the build option from an investment standpoint is a very good one, because in addition to the net present value calculation, any building would certainly still have a remaining value at the end of the 20 years, whereas with a lease option, the City would have nothing.

Jerry Morson said that he felt the committee should also consider the public image aspect of having the City offices in its own building. Mr. Whiski agreed that a City Hall lends a sense of

place and sense of community.

Sharon Koll responded that while some people would like to see a City Hall, others didn't care about public visibility, and felt that leased facilities would result in less taxes.

Mr. Whiski said there was also the issue of space that is tailored to municipal functions, as opposed to trying to make due with adapted leased space.

Motion by Evelyn Fischer, seconded by Fred Fischer, that based on the Whiski report of November 18, the build option appears to be more cost effective over the 20 year time period, and the Committee should proceed to look at specific building concepts on specific sites.

Ayes: 7
Nays: 0

ALTERNATIVE SITE ANALYSIS

Architect Guilyard reminded the committee that they had limited the site considerations to three at the last meeting, of those, two were strong contenders.

The weak site is the Freeway Road site, which Mr. Guilyard said was very constrained in terms of space. In addition to the property already owned by the City, additional lands would have to be acquired. He also said that the property had at least 10 feet of very unsubstantial fill that would have to be excavated, and that should South Plaza Drive every be extended north through the highway easement, there would not be room for a City Hall building.

Moving to the City Hall site (that being at the end of South Plaza Drive, east of Dakota County State Bank), he said this site had good visibility and very prominent access. He also indicated that the relationship to the commercial/activity center of the City and said that the architects felt it could be a very "dramatic" site. He said that the site line from TH110 would be good so that people could recognize it as a City Hall and it appears that the soil conditions in the area are good.

The only negative aspects were ownership of the land, and whether the City could economically acquire the right to use the land from the Mn/DOT easement. Also, perhaps any impact on the Dodge Nature Preserve to the east.

The third site, the Civic Center site at the northwest corner of TH 110 and Lexington, was also rated by Guilyard as being a good site with excellent visibility. The site was also good because the City currently owns it, and there is adequate land to accommodate a City Hall as well as other community uses. A problem is the likelihood that there is very marginal soil conditions in the area that would require quite extensive corrections.

Motion by Morson, seconded by Eschle to eliminate the Freeway Road site from further consideration, and to limit further consideration to the Civic Center and City Hall sites, contingent on soil borings showing that the Civic Center site can support the ultimate development plan.

Ayes: 7
Nays: 0

It was agreed that City Administrator Frazell would try to get the Minnesota Department of Transportation to provide the committee with an answer as to the terms and conditions under which the easement might be acquired for a city hall project.

In discussing the two sites, a majority of the committee indicated some preference for the City Hall site, if the land could be acquired at a reasonable cost.

Evelyn Fischer indicated that she was partial to the Civic Center site, because of its access to the northern parts of Mendota Heights.

It was also suggested by Administrator Frazell, and agreed by the committee, that some committee members should meet with the City Council in the near future to get their reactions to the two sites and the decision to build. It was agreed to request a meeting with the Council at 6:30 P.M., on Tuesday, December 3, just prior to the next Council meeting.

It was agreed that the next committee meeting would be held on Monday, December 9, at 7:30 P.M.

ADJURN

Ayes: 7
Nays: 0

Motion by Sharon Koll, seconded by Jerry Morson to adjourn the meeting at 9:24 P.M.

CITY OF MENDOTA HEIGHTS
CITY HALL COMMITTEE

MINUTES
JANUARY 27, 1986

Present were Chair Stan Gustafson, Jerry Morson, Bob Doffing, Evelyn Fischer, Fred Fischer, and Sharon Koll. Also present: Bob Pierce, Dick Guilyard, Larry Shaughnessy and Kevin Frazell.

The meeting was called to order at 7:40 P.M. Minutes from November 18 were approved as written.

SOIL BORING

Architect Pierce began by indicating that the Braun soil boring report basically said that the site originally selected on the Civic Center site would not support a building.

He said that the first two borings showed fill and peat to a depth of 17 feet to 22 feet. The third boring, further to the south, showed about 7 feet of fill, and on that basis, Braun Engineering has suggested moving the location of the building. Pierce said that there are two ways to deal with the poor soil situation, to remove and replace it with compacted fill, or to use foundation pilings. Pierce said that in his opinion, removal would be preferable. He said that the cost to excavate and replace approximately 10,000 square feet of fill material would be \$45 to \$50,000.

Pierce said that where there is only 7 feet of fill material, there is not much of a problem, since the building goes down 10 feet anyway.

City Administrator Frazell gave an update on the TH149 right-of-way location. He indicated that while Mn/DOT still feels fairly confident that they will upgrade 149 on its existing alignment, they will be doing alternative environmental assessments later this year, and it would probably be impossible to secure that site for several more months.

Stan Gustafson said that among the people he had talked to about the city hall, there was a feeling that we ought to go ahead and use land we already own.

Evelyn Fischer said that she felt the problems with the 149 alignment made the Civic Center site look even more attractive.

Bob Pierce said that \$50,000 for soil correction was really not that uneconomical compared to the cost of acquiring other sites. He said that if the committee still liked that site, as soon as the city engineering department had provided topographical surveys, the architects could proceed to do the concept drawings.

Jerry Morson moved, seconded by Fred Fischer, to get the additional topographical information and plan for a better siting of the building. Motion passed unanimously.

ALTERNATIVE FIN-
ANCIAL PLANS

Larry Shaughnessy said there were several ways to finance a building. The first would be to simply go to the voters with a bond referendum, and issue a general obligation bond issue. The second possibility would be various ways of structuring a lease-back arrangement. Under this, the building is constructed to the City's specifications, but is actually owned through a lease-hold arrangement by a group of investors. The City makes annual lease payments, and then at the end of the lease, can acquire the building for a nominal price. Shaughnessy said that the extra interest cost over a conventional bond issue would be $\frac{1}{4}$ percent at most, and perhaps less. He added that this arrangement was still allowable under present and projected federal and state tax policies.

Shaughnessy said the third option would be to hire a developer under a construction management approach and then lease it back to the City.

Jerry Morson responded that he felt construction management tended to be a very expensive approach, except in the case where time was a real factor. It was agreed that time was not particularly the essence in building a city hall.

Stan Gustafson asked about the approximate cost under these arrangements. Shaughnessy responded that the City budgeted \$55,000 for rental of its office space this year, and that we figure it would be going up approximately another \$3500 next year for increased property taxes. Shaughnessy said that the figures, plus the rental of additional space which will be needed by the Police Department, means that the City could be looking at a rental rate of \$75,000 two years from now. He said that if the city constructed its own building of 15,000 square feet, it might not necessarily cost all that much more, perhaps \$100,000 a year.

Stan Gustafson asked if by not going to a referendum, the committee or Council might get static from the community about not asking their opinion. City Administrator Frazell suggested that perhaps it was a public relations function in getting out some good information to people about why a city hall is constructed, and is cost effective. He suggested the possibility of an insert in an upcoming issue of the Heights Highlights.

Chair Gustafson said that eventually the committee would need to make a written report to the City Council, and be prepared to present that report. He added that the report should show the comparative costs for renting versus building.

Morson moved, seconded by Doffing, to direct the architects to proceed with schematic drawings and development of reasonable price estimates. Motion passed unanimously.

Architect Pierce said that it would take approximately 6 weeks to do a meaningful set of drawings. It was agreed that the next meeting of the committee would be around April 1, and that the committee members would be provided with a copy of

the schematics and the cost estimates before that meeting.

Doffing moved, seconded by Gustafson, to adjourn the meeting at 9:02 P.M. Motion passed unanimously.

CITY OF MENDOTA HEIGHTS
CITY HALL COMMITTEE MEETING

MINUTES, MARCH 17, 1986

Present included Stan Gustafson, Bob Doffing, Fred Fischer, Jerry Morson, Barb Eschle, Evelyn Fischer, and Sharon Koll. Also present were City Administrator Frazell, Financial Consultant Larry Shaughnessy, Architects Bob Pierce, Dick Guilyard and Dave Kelly.

The meeting was called to order by Chair Gustafson at 7:35 o'clock P.M. The above members were present.

APPROVAL OF MINUTES

Motion by Evelyn Fischer, seconded by Sharon Koll, to approve the minutes of the January 27 meeting.

Ayes: 7

Nays: 0

PRESENTATION BY LINDBERG
PIERCE ON CITY HALL SITE
SCHEMATICS

Mr. Bob Pierce said that they were ready to present site plan drawings to the Committee this evening, and then would come back in two weeks to finalize concept designs and give more definitive costs on the final selection made by the Committee.

Dick Guilyard then presented the three alternative concepts prepared by Lindberg Pierce. He indicated that there were several concerns addressed by the architects in putting together the concepts. Those included the importance of "presence", preserving ability for future expansion, soils consideration, availability of utilities, and impact on nearby residential areas. He said that all of the three concepts were for a building of approximately 18,000 square feet, and 60 parking stalls.

Mr. Guilyard then presented the concept for a westerly site. A problem with this area is that almost one story of the building would have no visual access from TH 110. It also is farther removed from Lexington Avenue for utility service. The ball diamond is moved to the easterly part of the site.

The second concept was for a centralized site, which preserves the ball diamond in its existing condition.

The third option was for an easterly site, nearest Lexington Avenue and south toward the Frontage Road. This site offered the greatest visual presence. It also offered expansion opportunities to the west. This site envisions the Police Department being accessed off Lexington Avenue, with the other offices being served from the Frontage Road.

Guilyard noted that all three buildings proposed a courtyard in the front to enhance the entry way.

Gulyard said that Lindberg Pierce is of the opinion that the most easterly location is the favored site, primarily because of the greatly enhanced visual access for the building. Other factors, such as soil, utility availability, etc., were not that drastically different.

The Committee then had extensive discussion about the three alternative sites. There was quickly a consensus that the central site be eliminated as the least pleasing.

Due to more complicated access, and the visual problems with the westerly site, it was also eliminated. Motion by Bob Doffing, seconded by Evelyn Fischer, to select the eastern site for further consideration.

Ayes: 7
Nays: 0

Stan Gustafson suggested that the eastern concept reduce the presence of the parking lot by moving it in, so that the ballfield could be preserved.

It was suggested that the Committee hold another meeting in two weeks, at which time Lindberg Pierce would have more definitive concepts and cost estimates for a building on the easterly portion of the site. It was also agreed that Financial Consultant Larry Shaughnessy would have a more detailed presentation about lease-back financing.

NEXT MEETING

The next meeting will be held on Monday, March 31, 1986, at 7:30 P.M.

ADJOURN

Ayes: 7
Nays: 0

Motion by Evelyn Fischer, seconded by Jerry Morson, to adjourn the meeting at 8:46 o'clock P.M.

CITY OF MENDOTA HEIGHTS
CITY HALL COMMITTEE MEETING

MINUTES
March 31, 1986

Present included Chair Stan Gustafson, Bob Doffing, Jerry Morson, Dave Zemke, Sharon Koll, and Evelyn Fischer. Also present were architects Bob Pierce, Dick Guilyard, Dave Kelly, and City Treasurer Larry Shaughnessy and City Administrator Kevin Frazell.

The meeting was called to order by Chair Gustafson at 7:35 o'clock P.M. The above members were present.

APPROVAL OF MINUTES

Motion by Morson, seconded by Zemke to approve the minutes of the March 17 minutes.

Ayes: 6

Nays: 0

PRESENTATION BY LINDBERG
PIERCE ON REFINED CITY
HALL SITE SCHEMATICS

Architect Bob Pierce gave an overview of the plans that they had prepared, and the comments that the City staff had offered back. The architects original proposal was for 21,500 square feet, which included about 3,000 sq. ft. of future expansion space. It was noted that in response to staff comments, the floor layout had been revised and consolidated and the building was now back down to about 18,500 square feet.

Evelyn Fischer asked about the space that had been previously allotted for the Parks and Recreation function. City Administrator Frazell responded that the staff felt that this office space could be eliminated, since the City does not currently have a full-time Park and Rec Director, and if one is added in the future, there are other places available in the new City Hall where that function could be located.

The architects noted that the cost to construct the building, with landscaping, site work, soils correction, etc., would be approximately \$1.4 million, or almost \$77 per square foot. Mr. Pierce said that he felt that was a realistic cost estimate, but that they would have a professional construction estimating group have a look at the plans and give a more definitive estimate.

Jerry Morson indicated that from experience, he felt that you probably couldn't get any closer than a 10% margin of error. Stan Gustafson noted that it was important that everyone recognize that margin of error in making cost estimates.

It was generally agreed by the Committee that they preferred the revised plan after staff input.

PRESENTATION BY CITY
TREASURER SHAUGHNESSY
ON FINANCING ALTERNATIVES

Mr. Shaughnessy said that if the City Hall were going to cost what the architects estimated, it would cost the City almost \$150,000 a year to occupy it, \$125,000 for debt service, and \$25,000 for operations (i.e., utilities, custodial service, etc.). He added that this compares to his estimate of a leased cost of approximately \$115,000 by 1990 to rent office space adequate to house all City facilities, and assuming that the City will be asked to pay at least half rent for the Council Chambers.

He noted that he was proposing that the City use lease-back financing, by which an underwriting firm would issue debt obligations to finance construction of the building, and would actually own the building while the City made lease payments sufficient to retire the debt. At the end of the lease period, the City would then be able to purchase the building for a nominal fee. He also said that his proposal was that the City put approximately \$50,000 into a building fund reserve, then purchase a zero coupon bond which would be worth approximately one-half million dollars at the end of its 20 year maturity. Annual lease payments could then be kept down by reducing the amount of principal the City would be paying off.

Mr. Shaughnessy said that if the City planned to finance \$800,000 of principal, and carry the interest on the entire amount for the full 20 years, that resulted in the approximate lease payment of \$125,000 a year.

Chair Gustafson asked about what the Committee's attitude was toward the financing plan and the costs. There was a general consensus that although building is more expensive than leasing in the early years, in the long run it makes more sense for the City, and there is a tangible asset left at the end of the 20 year period.

There was also general discussion and acknowledgement that there would be additional costs, such as moving the phone system, acquiring new furnishings, etc. Dave Zemke said that he sensed a consensus on the Committee's part to go forward with the plans, and that the Committee needed to prepare a presentation to the Council.

Motion by Zemke, seconded by Doffing, to direct the City staff to prepare a final Committee report, incorporating the updated cost estimates, to serve as a basis for presentation to the City Council.

Ayes: 6
Nays: 0

It was agreed that the report should include site considerations, building size, method of finance, as well as a historical perspective on the City's office facilities. With regard to cost, it was agreed that the report should build in a range of cost estimates.

DATE AND TIME
FOR NEXT MEETING

It was agreed that the next meeting will be held on Monday
May 5th, at 7:30 P.M.

ADJOURN

Motion by Zemke, seconded by Koll to adjourn the meeting
at 8:50 P.M.

Ayes: 6
Nays: 0

CITY OF MENDOTA HEIGHTS
CITY HALL COMMITTEE MEETING

MINUTES, MAY 5, 1986

The meeting was called to order at 7:30 P.M. Present were Chair Stan Gustafson, Fred Fischer, Jerry Morson, Dave Zemke, Lou Brenner, Sharon Koll, and Evelyn Fischer. Also present were City Administrator Kevin Frazell, Treasurer Larry Shaughnessy, architects Bob Pierce, Dick Guilyard and Bill Kelly.

APPROVAL OF
MINUTES

Motion by Zemke, seconded by Morson to approve the minutes of the March 31 meeting.

Ayes: 7
Nays: 0

PRESENTATION/DISCUSSION
OF DRAFT REPORT

The Committee reviewed the draft report as had been prepared by the architects and City staff. Dave Zemke commented that the titles in the Table of Contents did not seem to respond well to the substance of the report. He also noted that some of the illustrations needed to be titled.

City Administrator Frazell began by briefly going over the history of the City Hall issue that he had drawn up.

Architect Kelly then discussed Section 3, the Program. Zemke made several comments about organization of the report, including the need to reference Appendix and to tabulate illustrations in the Table of Contents. Fred Fischer commented that he thought it should be noted that one of the positive points of the Civic Center site was that the City already owned the property, and there is room for expansion.

The architects then proceeded with a discussion of Section 4, which details the Civic Center site consideration. Kelly noted that this Section details the reasons for selecting an easterly location on the site. Again, Zemke noted some cross-referencing to Appendix that needed to be made.

The committee then proceeded to review the Appendix material. There was a concensus that the report did not need to include the individual program sheets, which show all of the specifics for each area of the building. Rather, it was suggested that the report simply substitute a one page space needs graphic of the program as finally adopted, compared to the initial program of 22,000 square feet.

It was agreed that the Appendix should include the individual site evaluation reports, the soil boring report as prepared by Braun Engineering, and the ownership versus lease cost comparison as prepared by Resolutions Inc. It was also decided that minutes of all committee meetings should be included in the report. Kelly said that they would also be adding the meeting and interview sections which had not yet been completed.

Lou Brenner suggested that it be further highlighted that construction of the City Hall was one of the recommendations

of the earlier City Facilities committee, which met in 1978.

It was also agreed that the City staff should write a one page introductory synopsis of the work proceedings and conclusions of the Committee.

The meeting then proceeded with a discussion of the financing considerations. Architect Pierce handed out the professional cost estimate which had been prepared by Cost Planning and Management International, of Des Moines. This report estimated a cost of \$73.83 per square foot, or \$1,393,500 for the program as outlined. It was noted that this figure does not include architects fees, soil testing, or water and sewer availability charges.

City Treasurer Shaughnessy then presented the analysis he had done of the cost of how the City Hall would be paid for. However, he noted that his figures did not anticipate the additional 8% for architects and legal fees that had just been discussed. The analysis compared required mill rates, and the resulting tax on an average Mendota Heights home in the year 1990, for continuing with the City's current rent, a projection of rent and actual space needs in 1990 at a higher figure, and the cost of owning a City Hall. Fred Fischer noted that it would be \$13.68 more for the average homeowner for the City to own and occupy its own City Hall, as opposed to the rent option. He felt that this was a very reasonable figure, even with an additional 8% or so.

FINALIZATION OF
FORMAL COMMITTEE
REPORT TO COUNCIL

It was agreed that the staff and architects should complete the final report document, including the revised cost figures, and the synopsis to be drafted by the City Administrator.

After some discussion, it was decided to adopt a formal motion of recommendation, and to consider this the last regular meeting of the committee.

Motion by Dave Zemke, seconded by Jerry Morson, that based on the data gathered by the City Hall Committee, the studies presented by the architect, and the input of City staff, the City Hall Committee concludes that it is advantageous for the City of Mendota Heights to own its City Hall as opposed to expanded rental space, and therefore the Committee recommends that the City of Mendota Heights proceed to construction of a City Hall at the Lexington/TH 110 site.

Ayes: 7
Nays: 0
ADJOURN

Lou Brenner moved, seconded by Sharon Koll, to adjourn the meeting at 9:08 P.M.

Ayes: 7
Nays: 0

**Alternate City Hall Site
Evaluation Report**

APPENDIX C

Mendota Heights, MN

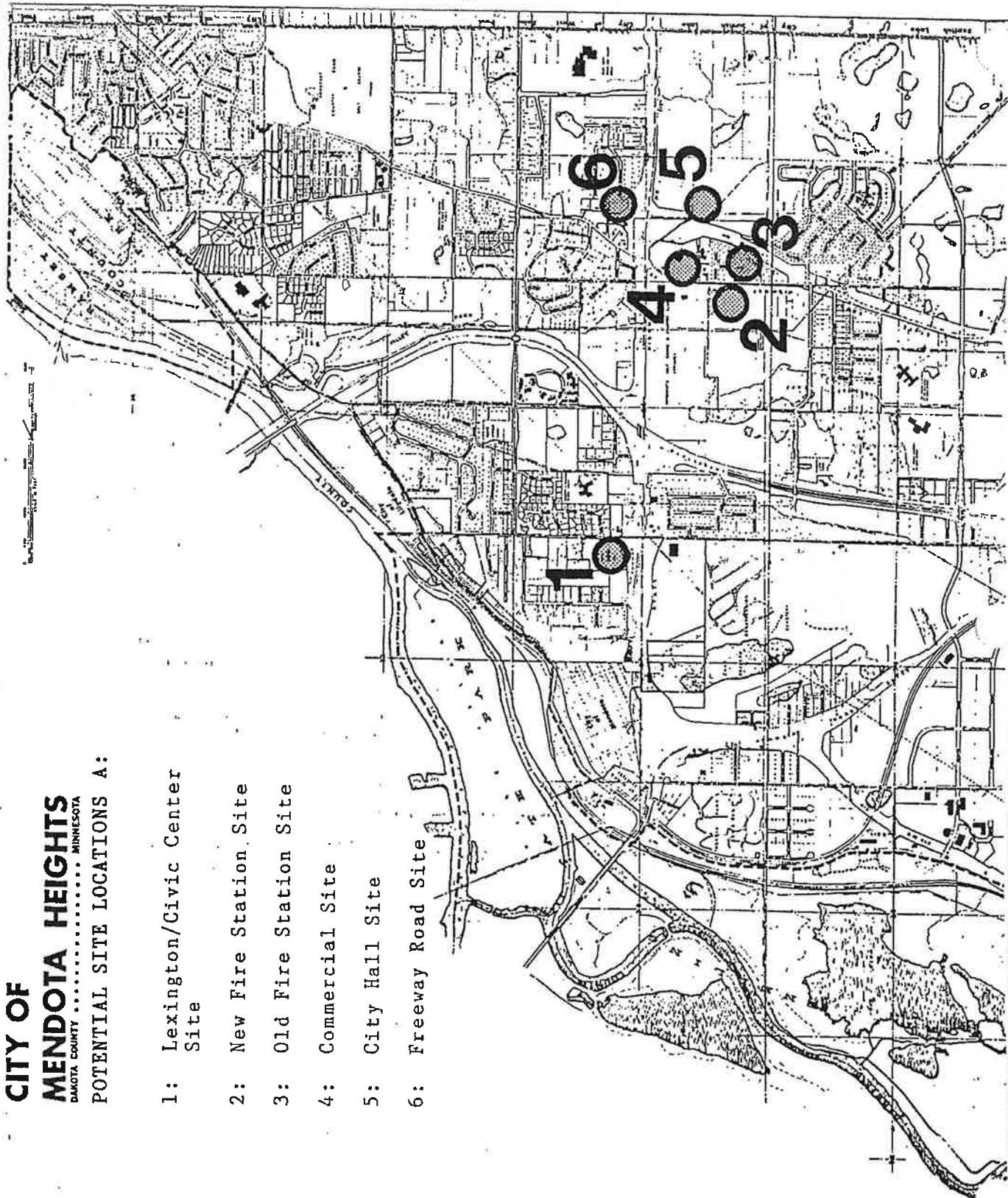
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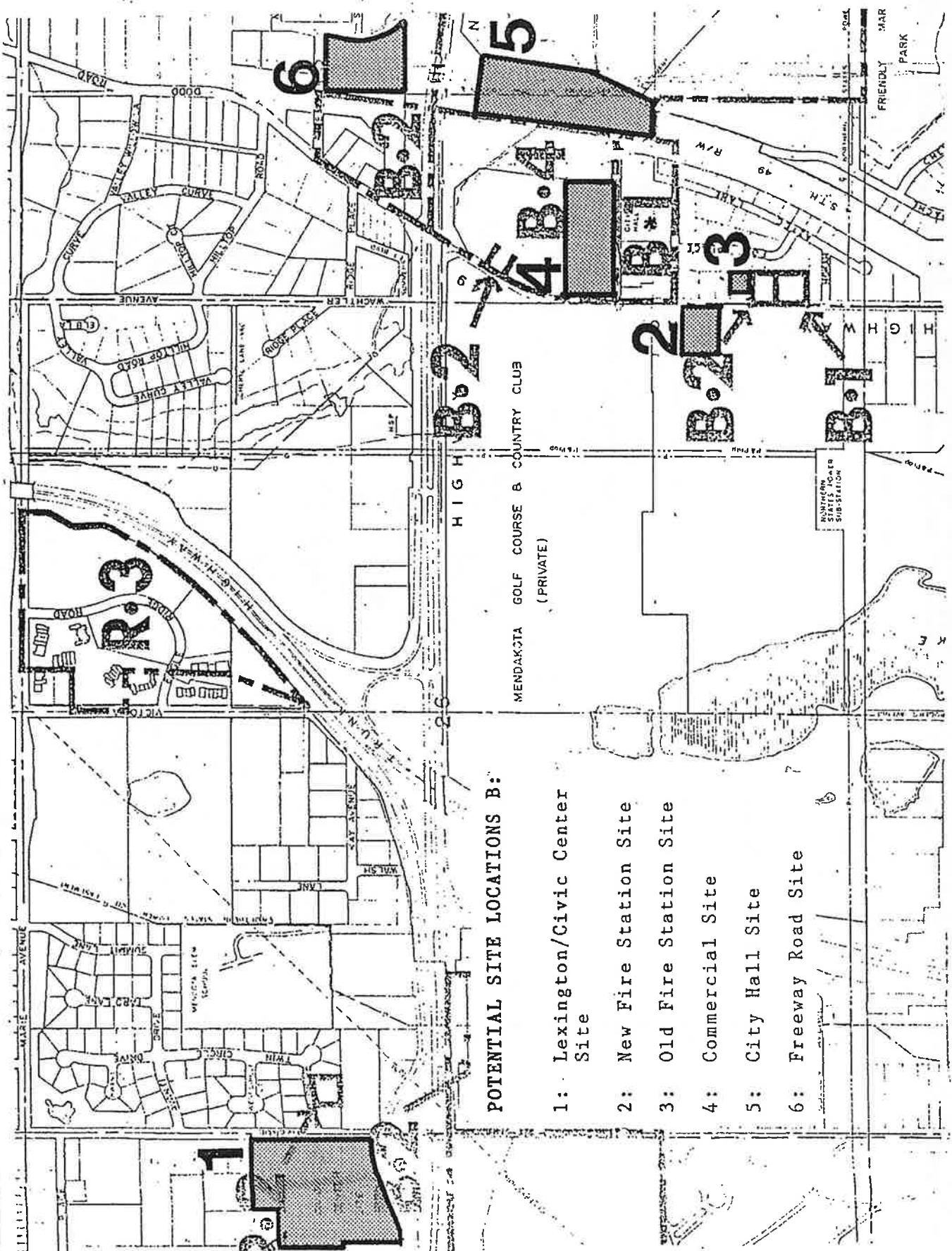
MENDOTA HEIGHTS

DAKOTA COUNTY MINNESOTA

POTENTIAL SITE LOCATIONS A:

- 1: Lexington/Civic Center Site
- 2: New Fire Station Site
- 3: Old Fire Station Site
- 4: Commercial Site
- 5: City Hall Site
- 6: Freeway Road Site





PRELIMINARY SITE EVALUATION

SITE 1: CIVIC CENTER SITE
LEXINGTON AVENUE AND HIGHWAY NUMBER 110

WEIGHTING VALUE

1. Minor Importance
2. Moderate Importance
3. Major Importance

RATING VALUE

1. Unacceptable
2. Poor
3. Fair
4. Good
5. Excellent

RATE X WEIGHT = FACTOR

CRITERIA LIST

A. SITE CHARACTERISTICS

<u>5</u>	<u>3</u>	<u>15</u>
<u>5</u>	<u>2</u>	<u>10</u>
<u>4</u>	<u>2</u>	<u>8</u>
<u>4</u>	<u>2</u>	<u>8</u>
<u>3</u>	<u>3</u>	<u>9</u>

1. Site size and shape accommodates projected building and parking needs.
2. Site allows opportunity for facility expansion.
3. Site terrain/orientation appropriate for conventional structure.
4. Soil characteristics are adaptable to building and site development.
5. Site vegetation/ecosystem impact by development.

B. ESSENTIAL PUBLIC UTILITIES

<u>4</u>	<u>2</u>	<u>8</u>
<u>1</u>	<u>2</u>	<u>2</u>

1. Site is served by utilities which are available.
2. Site is not near utilities which are economical to provide.

C. ACCESSIBILITY

<u>5</u>	<u>3</u>	<u>15</u>
<u>3</u>	<u>1</u>	<u>3</u>
<u>3</u>	<u>1</u>	<u>3</u>
<u>2</u>	<u>2</u>	<u>4</u>
<u>3</u>	<u>2</u>	<u>6</u>
<u>2</u>	<u>3</u>	<u>6</u>
<u>4</u>	<u>2</u>	<u>8</u>

1. Site allows access from main arterial thoroughfare system.
2. Site allows for convenient access by the elderly and handicapped.
3. Site is accessible to main pedestrian/bike/trail system.
4. Site is well related to business/retail concentrations.
5. Site is in good proximity to other government facilities/services.
6. Potential vehicular conflict/site access exists.
7. Site offers potential for future main arterial access.

D. LAND USE

<u>3</u>	<u>2</u>	<u>6</u>
<u>4</u>	<u>2</u>	<u>8</u>
<u>3</u>	<u>1</u>	<u>3</u>
<u>5</u>	<u>2</u>	<u>10</u>
<u>3</u>	<u>2</u>	<u>6</u>
<u>5</u>	<u>3</u>	<u>15</u>

1. Site provides a generally compatible relationship with surrounding development.
2. Site provides a compatible relationship with future development.
3. Site can be developed without negative neighborhood impact.
4. Proposed development on site generally conforms with Comprehensive Plan.
5. Adjacent structures provide compatible relationships.
6. Site is sufficiently exposed to allow community access/visibility.

E. VISUAL ASSESSMENT

<u>5</u>	<u>3</u>	<u>15</u>
<u>5</u>	<u>2</u>	<u>10</u>
<u>4</u>	<u>2</u>	<u>8</u>
<u>5</u>	<u>2</u>	<u>10</u>

1. Site area allows exposure and environment for a positive image.
2. Site location can provide "focal point".
3. Site provides for image reinforcement of city center concept.
4. Site character provides a pleasant environment.

F. PUBLIC IMPROVEMENTS

<u>3</u>	<u>3</u>	<u>9</u>
<u>4</u>	<u>2</u>	<u>8</u>

1. Site usage may serve as a catalyst for area development.
2. Site development in character with surroundings.

G. FUNCTIONAL RELATIONSHIP TO OTHER SERVICES AND USES

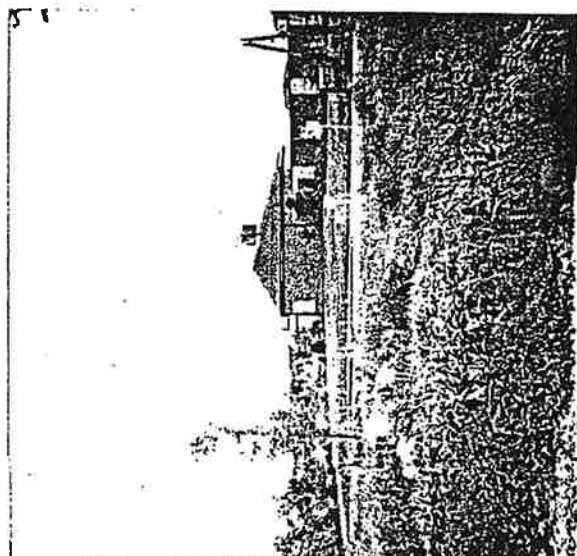
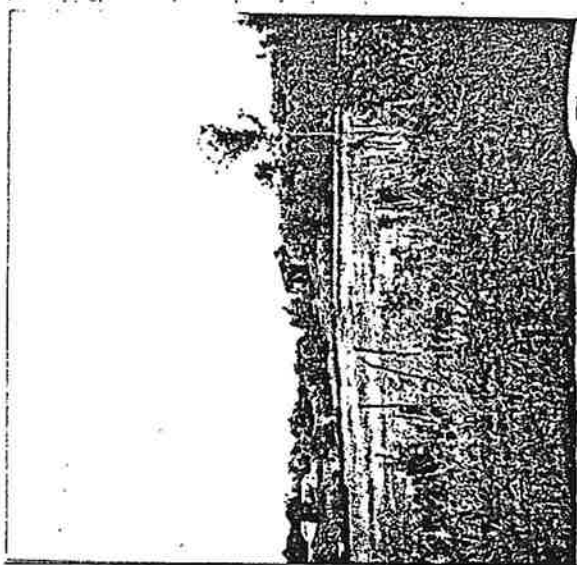
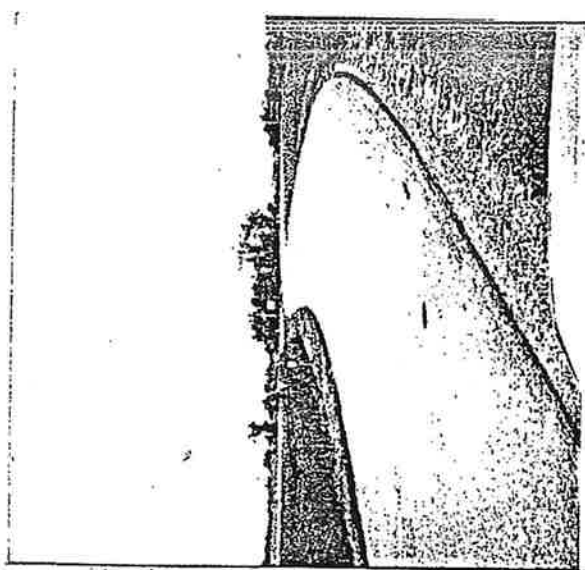
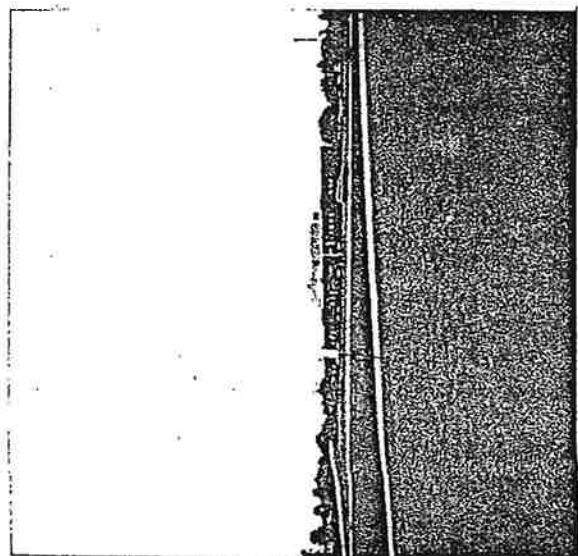
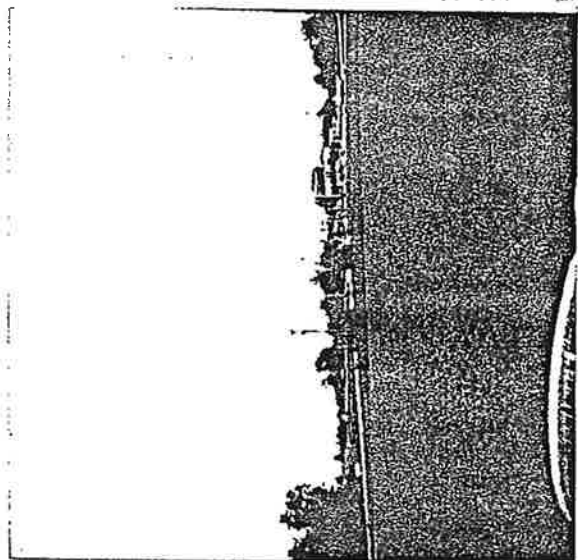
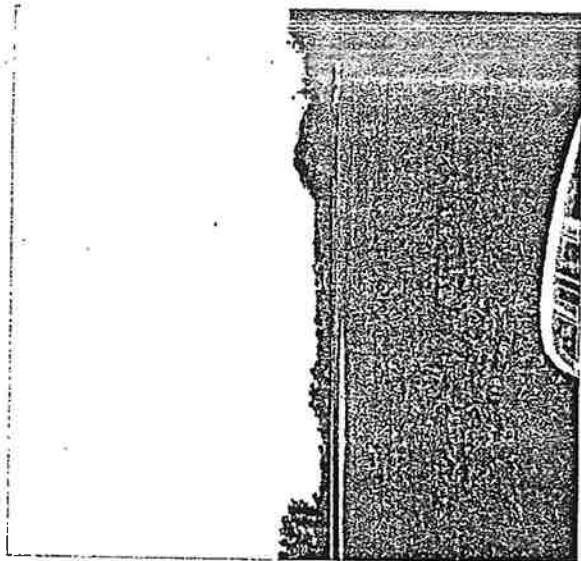
<u>2</u>	<u>1</u>	<u>2</u>
<u>5</u>	<u>2</u>	<u>10</u>

1. Site provides relationship with other governmental/civic functions.
2. Site may provide multi-use facilities such as parking, open-space, etc.

H. ECONOMIC/LAND COSTS

<u>1</u>	<u>2</u>	<u>2</u>
<u>2</u>	<u>3</u>	<u>6</u>
<u>3</u>	<u>2</u>	<u>6</u>
<u>5</u>	<u>3</u>	<u>15</u>

1. Site is currently privately owned.
2. Development costs are minimized due to existing site conditions.
3. Site usage expansion possible at reasonable costs.
4. Site is currently in public ownership.



SITE 1:

Lexington/Civic Center
Sit

PRELIMINARY SITE EVALUATION

SITE 2: NEW FIRE STATION SITE
DODD ROAD (HIGHWAY NUMBER 149)

WEIGHTING VALUE

1. Minor Importance
2. Moderate Importance
3. Major Importance

RATING VALUE

1. Unacceptable
2. Poor
3. Fair
4. Good
5. Excellent

RATE X WEIGHT = FACTOR

CRITERIA LIST

A. SITE CHARACTERISTICS

<u>5</u>	<u>3</u>	<u>15</u>
<u>5</u>	<u>2</u>	<u>10</u>
<u>5</u>	<u>2</u>	<u>10</u>
<u>5</u>	<u>2</u>	<u>10</u>
<u>1</u>	<u>3</u>	<u>3</u>

1. Site size and shape accommodates projected building and parking needs.
2. Site allows opportunity for facility expansion.
3. Site terrain/orientation appropriate for conventional structure.
4. Soil characteristics are adaptable to building and site development.
5. Site vegetation/ecosystem impact by development.

B. ESSENTIAL PUBLIC UTILITIES

<u>4</u>	<u>2</u>	<u>8</u>
<u>1</u>	<u>2</u>	<u>2</u>

1. Site is served by utilities which are available.
2. Site is not near utilities which are economical to provide.

C. ACCESSIBILITY

<u>3</u>	<u>3</u>	<u>9</u>
<u>3</u>	<u>1</u>	<u>3</u>
<u>3</u>	<u>1</u>	<u>3</u>
<u>3</u>	<u>2</u>	<u>6</u>
<u>5</u>	<u>2</u>	<u>10</u>
<u>1</u>	<u>3</u>	<u>3</u>
<u>3</u>	<u>2</u>	<u>6</u>

1. Site allows access from main arterial thoroughfare system.
2. Site allows for convenient access by the elderly and handicapped.
3. Site is accessible to main pedestrian/bike/trail system.
4. Site is well related to business/retail concentrations.
5. Site is in good proximity to other government facilities/services.
6. Potential vehicular conflict/site access exists.
7. Site offers potential for future main arterial access.

D. LAND USE

<u>4</u>	<u>2</u>	<u>8</u>
<u>4</u>	<u>2</u>	<u>8</u>
<u>4</u>	<u>1</u>	<u>4</u>
<u>4</u>	<u>2</u>	<u>8</u>
<u>5</u>	<u>2</u>	<u>10</u>
<u>4</u>	<u>3</u>	<u>12</u>

1. Site provides a generally compatible relationship with surrounding development.
2. Site provides a compatible relationship with future development.
3. Site can be developed without negative neighborhood impact.
4. Proposed development on site generally conforms with Comprehensive Plan.
5. Adjacent structures provide compatible relationships.
6. Site is sufficiently exposed to allow community access/visibility.

E. VISUAL ASSESSMENT

<u>3</u>	<u>3</u>	<u>9</u>
<u>3</u>	<u>2</u>	<u>6</u>
<u>4</u>	<u>2</u>	<u>8</u>
<u>1</u>	<u>2</u>	<u>2</u>

1. Site area allows exposure and environment for a positive image.
2. Site location can provide "focal point".
3. Site provides for image reinforcement of city center concept.
4. Site character provides a pleasant environment.

F. PUBLIC IMPROVEMENTS

<u>3</u>	<u>3</u>	<u>9</u>
<u>4</u>	<u>2</u>	<u>8</u>

1. Site usage may serve as a catalyst for area development.
2. Site development in character with surroundings.

G. FUNCTIONAL RELATIONSHIP TO OTHER SERVICES AND USES

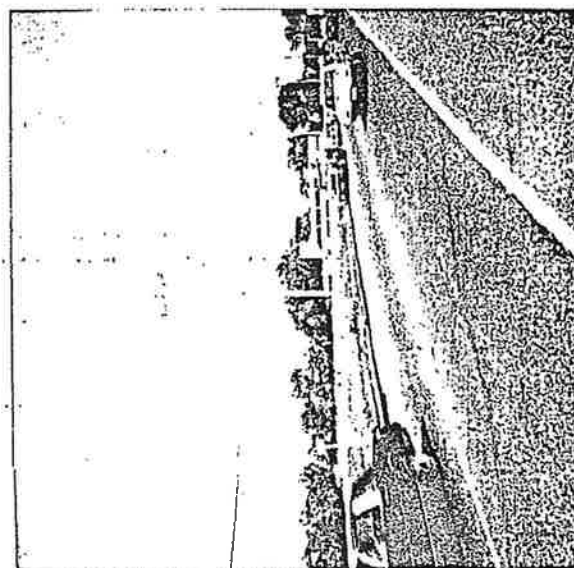
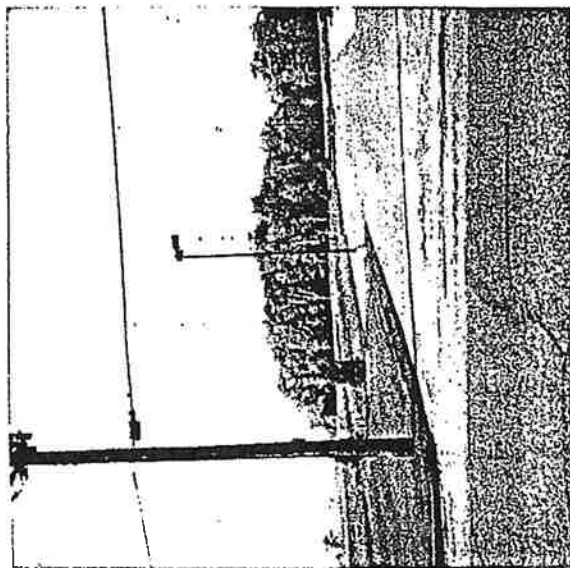
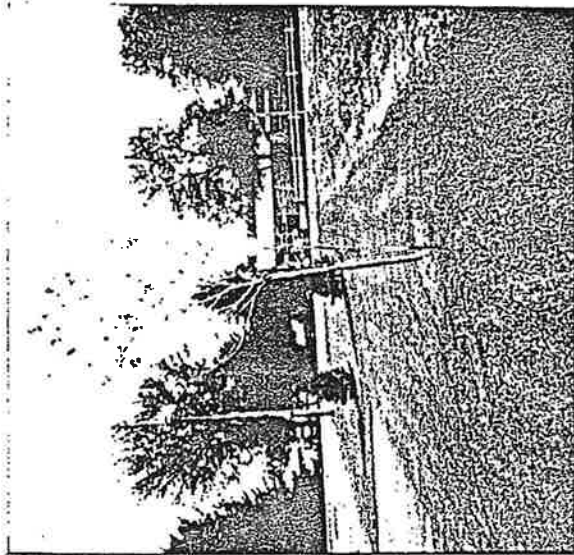
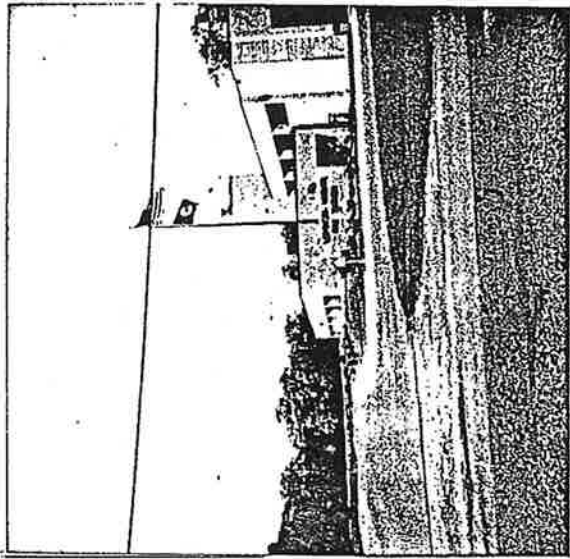
<u>5</u>	<u>1</u>	<u>5</u>
<u>5</u>	<u>2</u>	<u>10</u>

1. Site provides relationship with other governmental/civic functions.
2. Site may provide multi-use facilities such as parking, open-space, etc.

H. ECONOMIC/LAND COSTS

<u>1</u>	<u>2</u>	<u>2</u>
<u>4</u>	<u>3</u>	<u>12</u>
<u>4</u>	<u>2</u>	<u>8</u>
<u>1</u>	<u>3</u>	<u>3</u>

1. Site is currently privately owned.
2. Development costs are minimized due to existing site conditions.
3. Site usage expansion possible at reasonable costs.
4. Site is currently in public ownership.



SITE 2:

New Fire Station Site

PRELIMINARY SITE EVALUATION

SITE 3: OLD FIRE STATION SITE
DODD ROAD (HIGHWAY NUMBER 149)

WEIGHTING VALUE
 1. Minor Importance
 2. Moderate Importance
 3. Major Importance

RATING VALUE
 1. Unacceptable
 2. Poor
 3. Fair
 4. Good
 5. Excellent

RATE X WEIGHT = FACTOR

CRITERIA LIST

A. SITE CHARACTERISTICS

<u>1</u>	<u>3</u>	<u>3</u>
<u>1</u>	<u>2</u>	<u>2</u>
<u>2</u>	<u>2</u>	<u>4</u>
<u>4</u>	<u>2</u>	<u>8</u>
<u>2</u>	<u>3</u>	<u>6</u>

1. Site size and shape accommodates projected building and parking needs.
2. Site allows opportunity for facility expansion.
3. Site terrain/orientation appropriate for conventional structure.
4. Soil characteristics are adaptable to building and site development.
5. Site vegetation/ecosystem impact by development.

B. ESSENTIAL PUBLIC UTILITIES

<u>3</u>	<u>2</u>	<u>6</u>
<u>1</u>	<u>2</u>	<u>2</u>

1. Site is served by utilities which are available.
2. Site is not near utilities which are economical to provide.

C. ACCESSIBILITY

<u>3</u>	<u>3</u>	<u>9</u>
<u>3</u>	<u>1</u>	<u>3</u>
<u>2</u>	<u>1</u>	<u>2</u>
<u>3</u>	<u>2</u>	<u>6</u>
<u>5</u>	<u>2</u>	<u>10</u>
<u>4</u>	<u>3</u>	<u>12</u>
<u>2</u>	<u>2</u>	<u>4</u>

1. Site allows access from main arterial thoroughfare system.
2. Site allows for convenient access by the elderly and handicapped.
3. Site is accessible to main pedestrian/bike/trail system.
4. Site is well related to business/retail concentrations.
5. Site is in good proximity to other government facilities/services.
6. Potential vehicular conflict/site access exists.
7. Site offers potential for future main arterial access.

D. LAND USE

<u>3</u>	<u>2</u>	<u>6</u>
<u>3</u>	<u>2</u>	<u>6</u>
<u>3</u>	<u>1</u>	<u>3</u>
<u>4</u>	<u>2</u>	<u>8</u>
<u>4</u>	<u>2</u>	<u>8</u>
<u>2</u>	<u>3</u>	<u>6</u>

1. Site provides a generally compatible relationship with surrounding development.
2. Site provides a compatible relationship with future development.
3. Site can be developed without negative neighborhood impact.
4. Proposed development on site generally conforms with Comprehensive Plan.
5. Adjacent structures provide compatible relationships.
6. Site is sufficiently exposed to allow community access/visibility.

E. VISUAL ASSESSMENT

<u>2</u>	<u>3</u>	<u>6</u>
<u>2</u>	<u>2</u>	<u>4</u>
<u>2</u>	<u>2</u>	<u>4</u>
<u>2</u>	<u>2</u>	<u>4</u>

1. Site area allows exposure and environment for a positive image.
2. Site location can provide "focal point".
3. Site provides for image reinforcement of city center concept.
4. Site character provides a pleasant environment.

F. PUBLIC IMPROVEMENTS

<u>2</u>	<u>3</u>	<u>6</u>
<u>3</u>	<u>2</u>	<u>6</u>

1. Site usage may serve as a catalyst for area development.
2. Site development in character with surroundings.

G. FUNCTIONAL RELATIONSHIP TO OTHER SERVICES AND USES

<u>4</u>	<u>1</u>	<u>4</u>
<u>1</u>	<u>2</u>	<u>2</u>

1. Site provides relationship with other governmental/civic functions.
2. Site may provide multi-use facilities such as parking, open-space, etc.

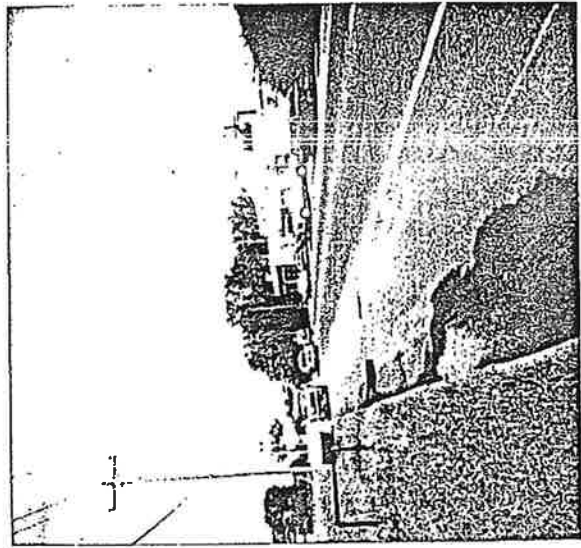
H. ECONOMIC/LAND COSTS

<u>1</u>	<u>2</u>	<u>2</u>
<u>3</u>	<u>3</u>	<u>9</u>
<u>2</u>	<u>2</u>	<u>4</u>
<u>5</u>	<u>3</u>	<u>15</u>

1. Site is currently privately owned.
2. Development costs are minimized due to existing site conditions.
3. Site usage expansion possible at reasonable costs.
4. Site is currently in public ownership.

SITE 3:

Old Fire Station Site



PRELIMINARY SITE EVALUATION

SITE 4: COMMERCIAL SHOPPING CENTER SITE
SE CORNER OF HIGHWAY 110 AND HIGHWAY 149

WEIGHTING VALUE

1. Minor Importance
2. Moderate Importance
3. Major Importance

RATING VALUE

1. Unacceptable
2. Poor
3. Fair
4. Good
5. Excellent

RATE X WEIGHT = FACTOR

CRITERIA LIST

A. SITE CHARACTERISTICS

<u>5</u>	<u>3</u>	<u>15</u>
<u>5</u>	<u>2</u>	<u>10</u>
<u>4</u>	<u>2</u>	<u>8</u>
<u>4</u>	<u>2</u>	<u>8</u>
<u>1</u>	<u>3</u>	<u>3</u>

1. Site size and shape accommodates projected building and parking needs.
2. Site allows opportunity for facility expansion.
3. Site terrain/orientation appropriate for conventional structure.
4. Soil characteristics are adaptable to building and site development.
5. Site vegetation/ecosystem impact by development.

B. ESSENTIAL PUBLIC UTILITIES

<u>3</u>	<u>2</u>	<u>6</u>
<u>1</u>	<u>2</u>	<u>2</u>

1. Site is served by utilities which are available.
2. Site is not near utilities which are economical to provide.

C. ACCESSIBILITY

<u>4</u>	<u>3</u>	<u>12</u>
<u>4</u>	<u>1</u>	<u>4</u>
<u>4</u>	<u>1</u>	<u>4</u>
<u>4</u>	<u>2</u>	<u>8</u>
<u>3</u>	<u>2</u>	<u>6</u>
<u>2</u>	<u>3</u>	<u>6</u>
<u>4</u>	<u>2</u>	<u>8</u>

1. Site allows access from main arterial thoroughfare system.
2. Site allows for convenient access by the elderly and handicapped.
3. Site is accessible to main pedestrian/bike/trail system.
4. Site is well related to business/retail concentrations.
5. Site is in good proximity to other government facilities/services.
6. Potential vehicular conflict/site access exists.
7. Site offers potential for future main arterial access.

D. LAND USE

<u>4</u>	<u>2</u>	<u>8</u>
<u>4</u>	<u>2</u>	<u>8</u>
<u>4</u>	<u>1</u>	<u>4</u>
<u>4</u>	<u>2</u>	<u>8</u>
<u>4</u>	<u>2</u>	<u>8</u>
<u>4</u>	<u>3</u>	<u>12</u>

1. Site provides a generally compatible relationship with surrounding development.
2. Site provides a compatible relationship with future development.
3. Site can be developed without negative neighborhood impact.
4. Proposed development on site generally conforms with Comprehensive Plan.
5. Adjacent structures provide compatible relationships.
6. Site is sufficiently exposed to allow community access/visibility.

E. VISUAL ASSESSMENT

<u>4</u>	<u>3</u>	<u>12</u>
<u>3</u>	<u>2</u>	<u>6</u>
<u>4</u>	<u>2</u>	<u>8</u>
<u>2</u>	<u>2</u>	<u>4</u>

1. Site area allows exposure and environment for a positive image.
2. Site location can provide "focal point".
3. Site provides for image reinforcement of city center concept.
4. Site character provides a pleasant environment.

F. PUBLIC IMPROVEMENTS

<u>4</u>	<u>3</u>	<u>12</u>
<u>4</u>	<u>2</u>	<u>8</u>

1. Site usage may serve as a catalyst for area development.
2. Site development in character with surroundings.

G. FUNCTIONAL RELATIONSHIP TO OTHER SERVICES AND USES

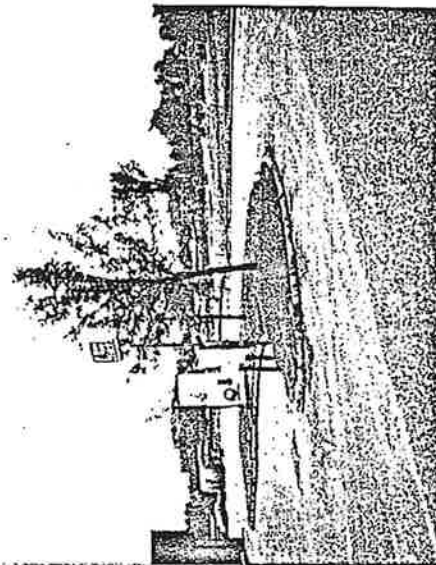
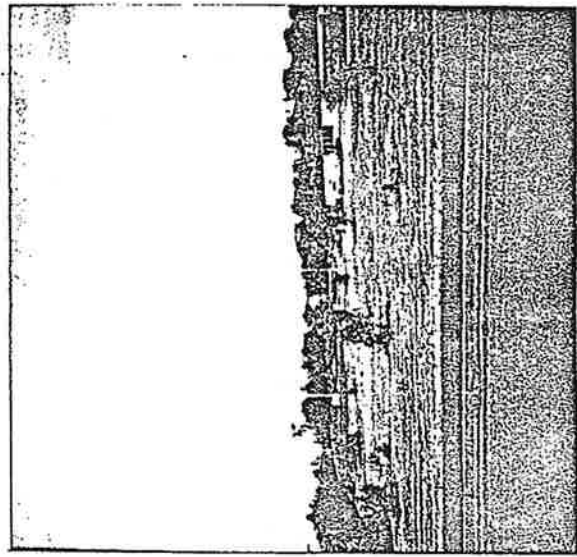
<u>3</u>	<u>1</u>	<u>3</u>
<u>4</u>	<u>2</u>	<u>8</u>

1. Site provides relationship with other governmental/civic functions.
2. Site may provide multi-use facilities such as parking, open-space, etc.

H. ECONOMIC/LAND COSTS

<u>1</u>	<u>2</u>	<u>2</u>
<u>4</u>	<u>3</u>	<u>12</u>
<u>3</u>	<u>2</u>	<u>6</u>
<u>1</u>	<u>3</u>	<u>3</u>

1. Site is currently privately owned.
2. Development costs are minimized due to existing site conditions.
3. Site usage expansion possible at reasonable costs.
4. Site is currently in public ownership.



SITE 4:

Commercial Site

PRELIMINARY SITE EVALUATION

SITE 5: CITY HALL SITE
SOUTH PLAZA DRIVE

WEIGHTING VALUE

1. Minor Importance
2. Moderate Importance
3. Major Importance

RATING VALUE

1. Unacceptable
2. Poor
3. Fair
4. Good
5. Excellent

RATE X WEIGHT = FACTOR

CRITERIA LIST

A. SITE CHARACTERISTICS

<u>5</u>	<u>3</u>	<u>15</u>
<u>5</u>	<u>2</u>	<u>10</u>
<u>4</u>	<u>2</u>	<u>8</u>
<u>4</u>	<u>2</u>	<u>8</u>
<u>2</u>	<u>3</u>	<u>6</u>

1. Site size and shape accommodates projected building and parking needs.
2. Site allows opportunity for facility expansion.
3. Site terrain/orientation appropriate for conventional structure.
4. Soil characteristics are adaptable to building and site development.
5. Site vegetation/ecosystem impact by development.

B. ESSENTIAL PUBLIC UTILITIES

<u>4</u>	<u>2</u>	<u>8</u>
<u>1</u>	<u>2</u>	<u>2</u>

1. Site is served by utilities which are available.
2. Site is not near utilities which are economical to provide.

C. ACCESSIBILITY

<u>3</u>	<u>3</u>	<u>9</u>
<u>3</u>	<u>1</u>	<u>3</u>
<u>4</u>	<u>1</u>	<u>4</u>
<u>4</u>	<u>2</u>	<u>8</u>
<u>3</u>	<u>2</u>	<u>6</u>
<u>1</u>	<u>3</u>	<u>3</u>
<u>5</u>	<u>2</u>	<u>10</u>

1. Site allows access from main arterial thoroughfare system.
2. Site allows for convenient access by the elderly and handicapped.
3. Site is accessible to main pedestrian/bike/trail system.
4. Site is well related to business/retail concentrations.
5. Site is in good proximity to other government facilities/services.
6. Potential vehicular conflict/site access exists.
7. Site offers potential for future main arterial access.

D. LAND USE

<u>4</u>	<u>2</u>	<u>8</u>
<u>4</u>	<u>2</u>	<u>8</u>
<u>4</u>	<u>1</u>	<u>4</u>
<u>4</u>	<u>2</u>	<u>8</u>
<u>4</u>	<u>2</u>	<u>8</u>
<u>3</u>	<u>3</u>	<u>9</u>

1. Site provides a generally compatible relationship with surrounding development.
2. Site provides a compatible relationship with future development.
3. Site can be developed without negative neighborhood impact.
4. Proposed development on site generally conforms with Comprehensive Plan.
5. Adjacent structures provide compatible relationships.
6. Site is sufficiently exposed to allow community access/visibility.

E. VISUAL ASSESSMENT

<u>5</u>	<u>3</u>	<u>15</u>
<u>4</u>	<u>2</u>	<u>8</u>
<u>4</u>	<u>2</u>	<u>8</u>
<u>5</u>	<u>2</u>	<u>10</u>

1. Site area allows exposure and environment for a positive image.
2. Site location can provide "focal point".
3. Site provides for image reinforcement of city center concept.
4. Site character provides a pleasant environment.

F. PUBLIC IMPROVEMENTS

<u>4</u>	<u>3</u>	<u>12</u>
<u>4</u>	<u>2</u>	<u>8</u>

1. Site usage may serve as a catalyst for area development.
2. Site development in character with surroundings.

G. FUNCTIONAL RELATIONSHIP TO OTHER SERVICES AND USES

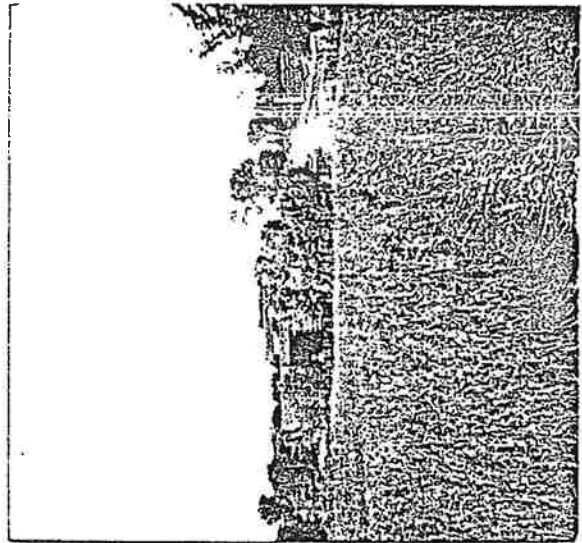
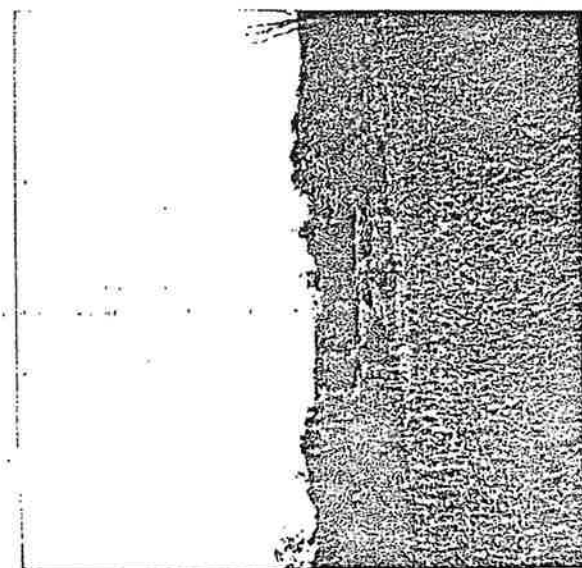
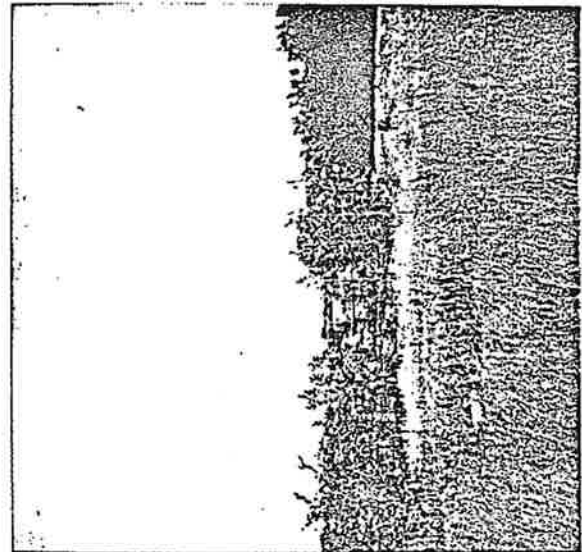
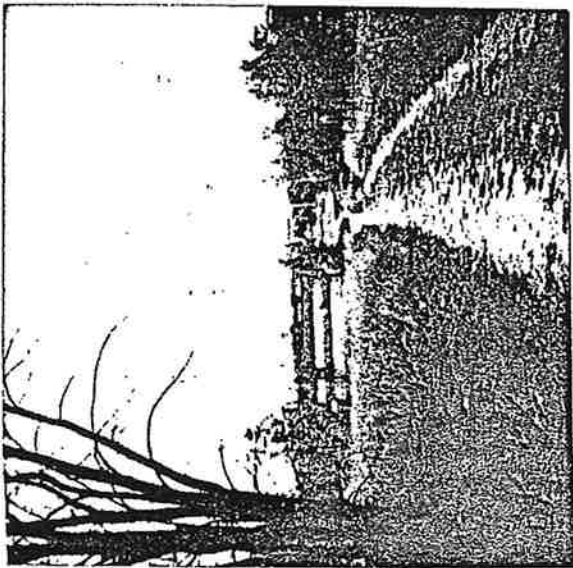
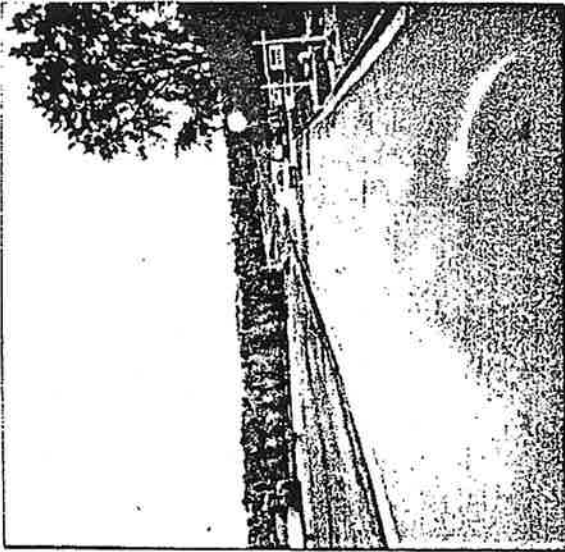
<u>3</u>	<u>1</u>	<u>3</u>
<u>5</u>	<u>2</u>	<u>10</u>

1. Site provides relationship with other governmental/civic functions.
2. Site may provide multi-use facilities such as parking, open-space, etc.

H. ECONOMIC/LAND COSTS

<u>1</u>	<u>2</u>	<u>2</u>
<u>3</u>	<u>3</u>	<u>9</u>
<u>3</u>	<u>2</u>	<u>6</u>
<u>5</u>	<u>3</u>	<u>15</u>

1. Site is currently privately owned.
2. Development costs are minimized due to existing site conditions.
3. Site usage expansion possible at reasonable costs.
4. Site is currently in public ownership.



SITE 5:

City Hall Site

PRELIMINARY SITE EVALUATION

SITE 6: FREEWAY ROAD SITE
NE CORNER OF HIGHWAY 110 AND HIGHWAY 149

WEIGHTING VALUE

1. Minor Importance
2. Moderate Importance
3. Major Importance

RATING VALUE

1. Unacceptable
2. Poor
3. Fair
4. Good
5. Excellent

RATE X WEIGHT = FACTOR

CRITERIA LIST

A. SITE CHARACTERISTICS

<u>3</u>	<u>3</u>	<u>9</u>
<u>2</u>	<u>2</u>	<u>4</u>
<u>3</u>	<u>2</u>	<u>6</u>
<u>3</u>	<u>2</u>	<u>6</u>
<u>3</u>	<u>3</u>	<u>9</u>

1. Site size and shape accommodates projected building and parking needs.
2. Site allows opportunity for facility expansion.
3. Site terrain/orientation appropriate for conventional structure.
4. Soil characteristics are adaptable to building and site development.
5. Site vegetation/ecosystem impact by development.

B. ESSENTIAL PUBLIC UTILITIES

<u>3</u>	<u>2</u>	<u>6</u>
<u>1</u>	<u>2</u>	<u>2</u>

1. Site is served by utilities which are available.
2. Site is not near utilities which are economical to provide.

C. ACCESSIBILITY

<u>1</u>	<u>3</u>	<u>3</u>
<u>3</u>	<u>1</u>	<u>3</u>
<u>2</u>	<u>1</u>	<u>2</u>
<u>2</u>	<u>2</u>	<u>4</u>
<u>2</u>	<u>2</u>	<u>4</u>
<u>4</u>	<u>3</u>	<u>12</u>
<u>5</u>	<u>2</u>	<u>10</u>

1. Site allows access from main arterial thoroughfare system.
2. Site allows for convenient access by the elderly and handicapped.
3. Site is accessible to main pedestrian/bike/trail system.
4. Site is well related to business/retail concentrations.
5. Site is in good proximity to other government facilities/services.
6. Potential vehicular conflict/site access exists.
7. Site offers potential for future main arterial access.

D. LAND USE

<u>3</u>	<u>2</u>	<u>6</u>
<u>3</u>	<u>2</u>	<u>6</u>
<u>2</u>	<u>1</u>	<u>2</u>
<u>3</u>	<u>2</u>	<u>6</u>
<u>2</u>	<u>2</u>	<u>4</u>
<u>2</u>	<u>3</u>	<u>6</u>

1. Site provides a generally compatible relationship with surrounding development.
2. Site provides a compatible relationship with future development.
3. Site can be developed without negative neighborhood impact.
4. Proposed development on site generally conforms with Comprehensive Plan.
5. Adjacent structures provide compatible relationships.
6. Site is sufficiently exposed to allow community access/visibility.

E. VISUAL ASSESSMENT

<u>2</u>	<u>3</u>	<u>6</u>
<u>2</u>	<u>2</u>	<u>4</u>
<u>2</u>	<u>2</u>	<u>4</u>
<u>3</u>	<u>2</u>	<u>6</u>

1. Site area allows exposure and environment for a positive image.
2. Site location can provide "focal point".
3. Site provides for image reinforcement of city center concept.
4. Site character provides a pleasant environment.

F. PUBLIC IMPROVEMENTS

<u>2</u>	<u>3</u>	<u>6</u>
<u>3</u>	<u>2</u>	<u>6</u>

1. Site usage may serve as a catalyst for area development.
2. Site development in character with surroundings.

G. FUNCTIONAL RELATIONSHIP TO OTHER SERVICES AND USES

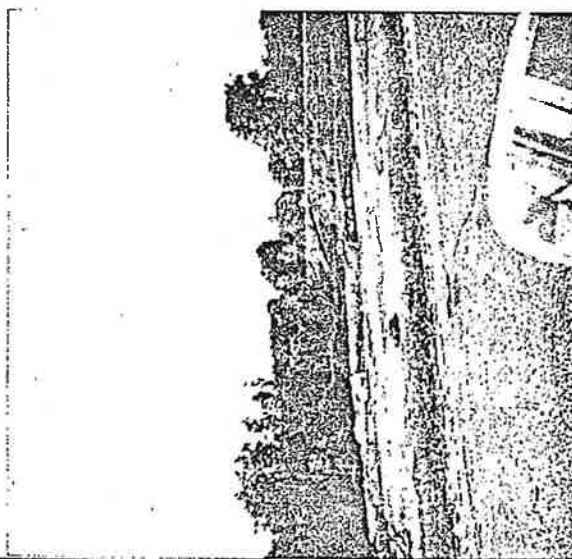
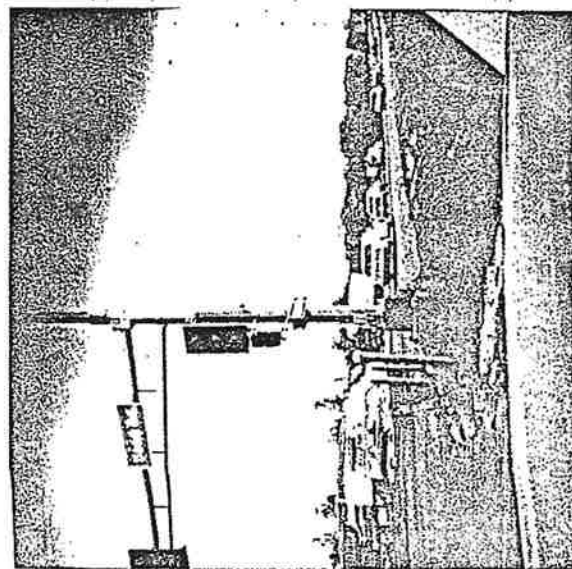
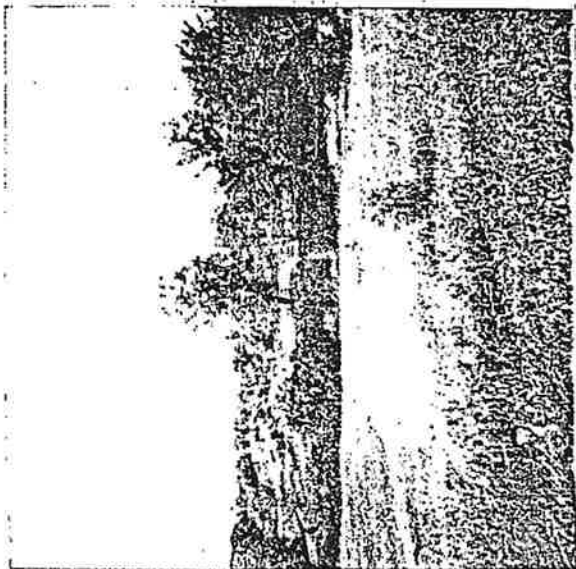
<u>3</u>	<u>1</u>	<u>3</u>
<u>2</u>	<u>2</u>	<u>4</u>

1. Site provides relationship with other governmental/civic functions.
2. Site may provide multi-use facilities such as parking, open-space, etc.

H. ECONOMIC/LAND COSTS

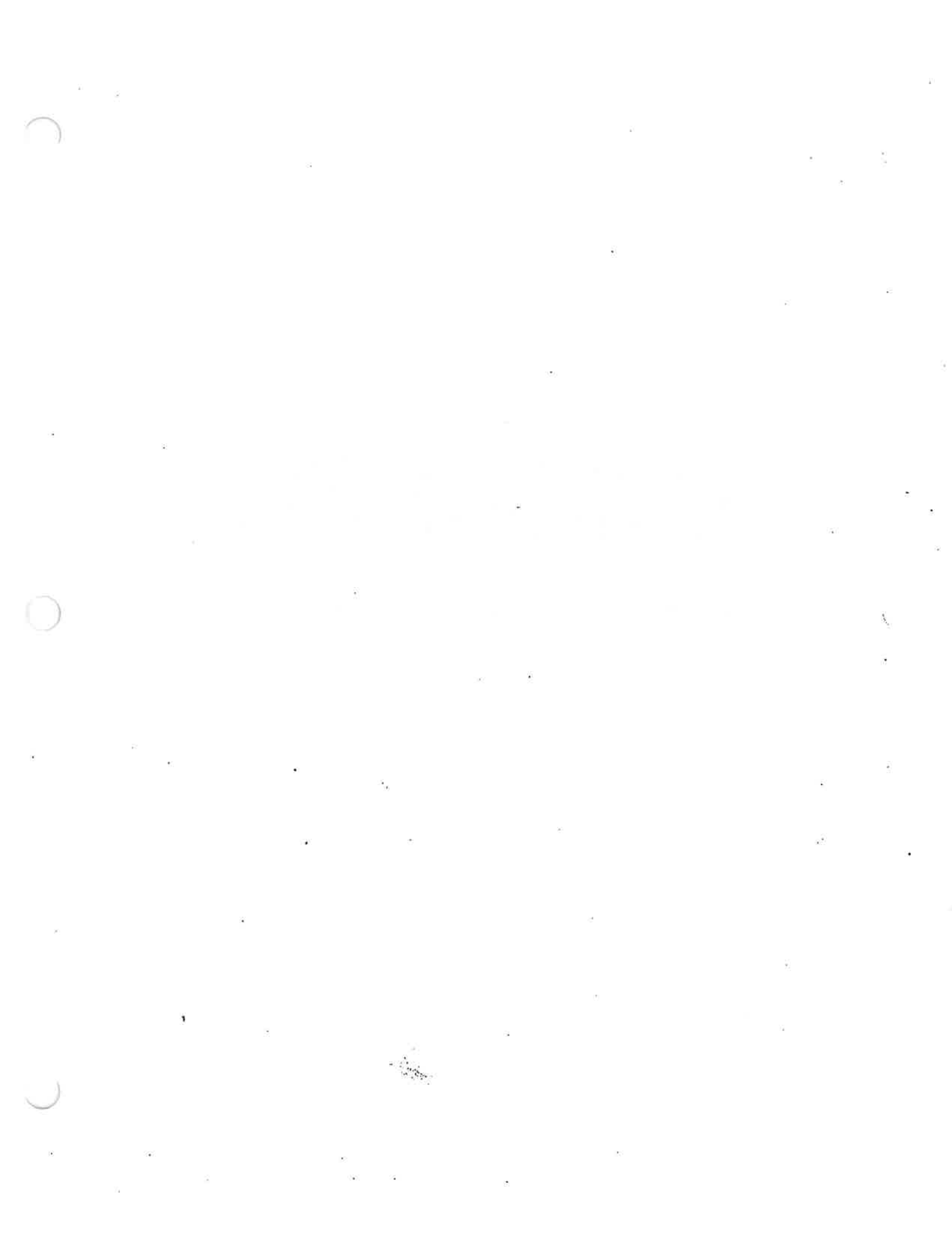
<u>1</u>	<u>2</u>	<u>2</u>
<u>3</u>	<u>3</u>	<u>9</u>
<u>2</u>	<u>2</u>	<u>4</u>
<u>5</u>	<u>3</u>	<u>15</u>

1. Site is currently privately owned.
2. Development costs are minimized due to existing site conditions.
3. Site usage expansion possible at reasonable costs.
4. Site is currently in public ownership.



SITE 6:

Freeway Road Site .



APPENDIX D

**MENDOTA HEIGHTS
CITY OFFICES EVALUATION**

OWNERSHIP LEASE COST COMPARISONS

 Lindberg Pierce, Inc.

 RESOLUTION, INC.

MENDOTA HEIGHTS
CITY OFFICES EVALUATION
OWNERSHIP LEASE COST COMPARISONS

The own or lease question for a municipal government operation is reasonably straight forward with respect to direct questions, but exceedingly complex with respect to indirect issues. In general terms, a governmental entity should be able to provide office space less expensively than a private enterprise operation. Municipal cost savings include:

- o interest costs
- o profits
- o insurance
- o property taxes
- o income taxes
- o some sales taxes

These savings can amount to \$4-\$8 per square foot rental equivalents.

A first cut financial question for the municipality is whether or not debt financing of sufficient quantity can be secured to permit the project to proceed. Sufficiency falls within the bonding authority limits as well as the political acceptability limits since bonding generally requires a public referendum. Since no equity is involved, the amount of debt is significantly higher than with a project with equity participation involved.

Private development generally must pay a higher rate of interest on borrowed money, make an acceptable return for equity investors, pay property and income taxes, and meet insurance requirements. Offsetting factors include income tax incentives through depreciation, tax credits, and capital gains tax rates on appreciation. Generally, a leased governmental office foregoes much of the public space commonly associated with a specially designed governmental structure. Leased space also permits incremental expansion as needs grow rather than carrying unoccupied extra capacity in advance of needs.

Finally, a whole group of community issues are involved. What are the City's development objectives? Can a new municipal building leverage other private development? Along with the community development issues are the questions of the role and function of municipal government in Mendota Heights. What role does a City Hall have in establishing community and government identity? A municipal building frequently provides space to serve as a community building fostering activities and programs. Community spaces require special features not customarily provided in private office buildings and at times of the day and week that strain normal building operating practices.

The accompanying analysis provides some dimension to the cost questions. It must be recognized that the building program is only in its beginning stages and that the amount and cost of office space has yet to be determined. Three different building cost alternatives are presented to provide a range results.

The most significant assumptions relate to the value of money and the size of the building. The financial projections do not provide a time value for money or comparison with alternative investments. It is assumed that funding would be available for this project only. The entire project is projected to be financed by bonds which would represent a worse case scenario. In reality the city would receive some income from consolidation and disposal of properties. Additional sources of financing might also be available to reduce bonding requirements. Some type of turnkey development proposal might eliminate debt financing altogether. Without a time value for money requirement, the fixed debt payment provides an advantage over inflation pegged lease arrangements over the long term.

The second major assumption is that a leased facility would not provide the specialized common areas and community spaces and would therefore result in less office area. For purposes of analysis, those reductions were common area space at 4,930 s.f. and parking at 1,200 s.f. The leased office space was also considered to be existing, not new office space and at the same level of quality and cost as the existing lease arrangement. A new or specialized facility could be expected to result in higher occupancy costs. Consequently, this analysis represents a best case picture in terms of private lease costs.

The evaluation contains a number of variables and assumptions. They are summarized here and are subject to change to evaluate different assumptions or concerns.

<u>Variable</u>	<u>Assumption</u>
1. Amount of Building Space	
o Ownership-new building	18,440 s.f.
o Lease-existing building	11,110 s.f.
2. Annual Expansion Needs	0 s.f.
3. Quality of Space	A, B, C Alternatives
4. Construction Cost	\$60-\$70/s.f.
5. Land Area	90,000 s.f.
6. Land Cost (with services)	\$.30-1.25/s.f.
7. Amount Financed	100 %
8. Bond Term	20 years
9. Bond Interest Rate	8.25 %
10. Bond Coverage	1.00
11. Lease Rate	Current Lease
	\$10.50/s.f. gross
12. Lease Rate Increase	5.00 %
13. Utilities	\$1.12/s.f.
14. Utilities Increase	6.00 %
15. Maintenance Services	\$1.30/s.f.
16. Maintenance Increase	4.00 %
17. Property Tax Increase	3.00 %
18. Replacement Allowance	\$.35/s.f.
19. Sale Price	N.F.S.
20. Investment Return Objectives	0.00 %
21. Insurance	\$.03/s.f.
22. Insurance Increase	3.00 %

Each alternative varies the construction cost while maintaining the other assumptions outlined above. Scenario C.1 assumes that the City will use force account maintenance forces and not assign those costs to occupancy accounts. It also eliminates a funded replacement reserve and assumes these expenditures will come from operating funds, special funds or bonding.

<u>Alternative</u>	<u>Construction Cost/S.F.</u>
Alt A	\$70.07
Alt B	\$65.92
Alt C	\$60.43

Typical occupancy costs for suburban office buildings could be summarized as follows:

<u>Item</u>	<u>Annual Cost/S.F.</u>
Real Estate Taxes	\$1.50
Insurance	.07
Utilities	1.15
Repairs/Maintenance	.33
Janitorial	.64
General & Management	.45
Replacements/Alterations	.32
TOTAL OCCUPANCY COST	\$4.46

The result of each of the alternatives under the stated assumptions is that the ownership option has a higher initial annual cost, largely because of the additional space and functions provided. Given no time value for money and inflation projections, annual costs become less for ownership in 2001. If maintenance costs and replacement reserves were not assigned to the budget, ownership would become more cost effective annually after 1995. The alternatives A-C under the total financing assumption reflect a higher accumulated annual cost for the 20 year period in comparison to the lease alternative. Alternate C.1 shows less accumulated cost than the lease option when maintenance and replacement reserves are deducted. On the 21st year the occupancy costs would drop dramatically for the ownership option with the retirement of the bond. Also, at the end of the 20 year period, the asset would have value under the ownership option compared to the lease option.

Mendota Heights City Offices
November 1985 Annual Costs Summary

Alternate	1987	1988	1989	1990	1991	1992	1993	1994	1995	1996	1997	1998	1999
Alt A	\$197,240	\$199,322	\$201,511	\$203,815	\$206,238	\$208,788	\$211,470	\$214,293	\$217,264	\$220,390	\$223,682	\$227,146	\$230,793
Alt B	188,585	190,667	192,857	195,160	197,584	200,584	202,816	205,639	208,609	211,736	215,027	218,491	222,138
Alt C	189,326	191,541	193,869	196,316	198,889	201,593	204,438	207,428	210,574	213,882	217,362	221,023	224,875
Alt C.1	158,900	160,156	161,487	162,897	164,391	165,974	167,651	169,429	171,313	173,309	175,424	177,665	180,041

LEASE

A,B,C.1	117,099	122,945	129,084	135,528	142,295	149,400	156,859	164,692	172,916	181,550	190,019	200,135	210,129
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Lindberg Pierce, Inc. Resolution, Inc.

Mendota Heights City Offices
November 1985

Alternate	2000	2001	2002	2003	2004	2005	2006	Totals
Alt A	\$234,633	\$238,676	\$242,933	\$247,416	\$252,138	\$257,112	\$262,350	\$4,497,210
Alt B	225,978	230,021	234,278	238,762	243,484	248,457	253,696	\$4,324,569
Alt C	228,927	233,191	237,678	242,401	247,371	252,603	258,111	\$4,371,398
Alt C.1	182,558	185,225	188,052	191,047	194,222	197,586	201,152	\$3,528,479

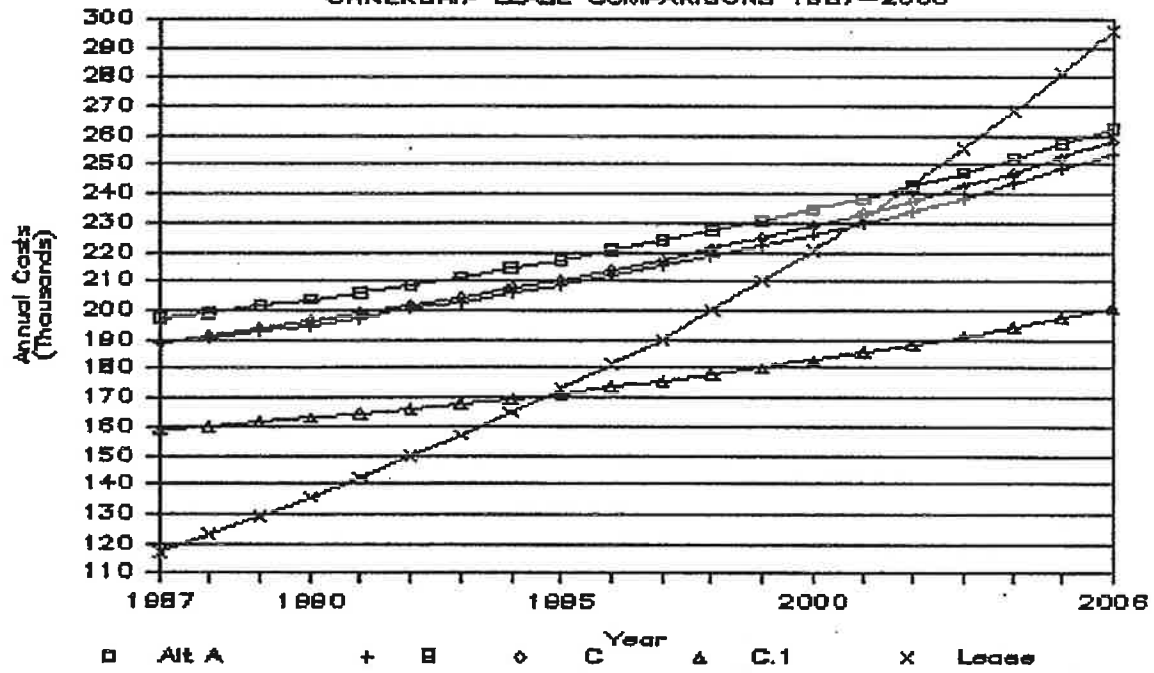
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A,B,C.1	220,623	231,641	243,210	255,356	268,110	281,501	295,561	\$3,868,653
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Lindberg Pierce, Inc. Resolution, Inc.

MENDOTA HEIGHTS CITY OFFICES

OWNERSHIP LEASE COMPARISONS 1987-2006



MENDOTA HEIGHTS CITY OFFICES
City Hall Development Budget

Alternative A
November 1, 1985

BUILDING PROGRAM	s.f.
Administration	3,311
Engr/Code Enforce	1,835
Police	3,185
Common Areas	4,930
Circulation	3,979
OFFICE AREA	17,240
Vehicle Storage	1,200
TOTAL	18,440 square feet

DEVELOPMENT BUDGET	Unit	Cost	Amount	Subtotals
LAND ACQUISITION	s.f.	0.30	\$27,000	
90,000 s.f.				\$27,000
CONSTRUCTION				
Site Improvements	s.f.	\$5.05	93,122	
Building Shell	s.f.	25.75	474,830	
Building Systems	s.f.	30.12	555,413	
Interior	s.f.	9.15	168,726	
Subtotal		\$70.07		1,292,091
DEVELOPMENT FEES				
A/E Design Services		8.0%	103,367	
Bonding Fees		1.0%	12,921	
				116,288
TOTAL				\$1,435,379

Lindberg Pierce, Inc.; Resolution, Inc.

MENDOTA HEIGHTS CITY OFFICES
Annual Cost Comparisons

Scenario A
November 1985

	Rate	Growth Rate	1987	1988	1989	1990	1991	1992	1993	1994	1995
OWNERSHIP											
Gross Square Feet		0.0%	18,440	18,440	18,440	18,440	18,440	18,440	18,440	18,440	18,440
Principal and Interest			148,927	148,927	148,927	148,927	148,927	148,927	148,927	148,927	148,927
Interest rate	8.25%	0.0%									
Term	20	0.0%									
Utilities	\$1.12 s.f.	6.0%	20,653	21,892	23,205	24,598	26,074	27,638	29,296	31,054	32,917
Property Tax	\$0.00 s.f.	-	0	0	0	0	0	0	0	0	0
Insurance	\$0.03 s.f.	3.0%	553	570	587	604	623	641	661	680	701
Maintenance	\$1.12 s.f.	4.0%	20,653	21,479	22,338	23,232	24,161	25,127	26,132	27,178	28,265
Replacement Reserve	\$0.35 s.f.	0.0%	6,454	6,454	6,454	6,454	6,454	6,454	6,454	6,454	6,454
Return	\$0.00 s.f.	-	0	0	0	0	0	0	0	0	0
Total			\$197,240	\$199,322	\$201,511	\$203,815	\$206,238	\$208,788	\$211,470	\$214,293	\$217,264
\$/s.f.			\$10.70	\$10.81	\$10.93	\$11.05	\$11.18	\$11.32	\$11.47	\$11.62	\$11.78
LEASE											
Net Square Feet		0.0%	11,110	11,110	11,110	11,110	11,110	11,110	11,110	11,110	11,110
Lease (gross)	\$10.50 s.f.	5.0%	116,655	122,488	128,612	135,043	141,795	148,885	156,329	164,145	172,353
Utilities (incl)	\$0.00 s.f.	6.0%	0	0	0	0	0	0	0	0	0
Property Tax (increase)	\$0.04 s.f.	3.0%	444	458	471	486	500	515	531	547	563
Insurance (incl)	\$0.00 s.f.	0.0%	0	0	0	0	0	0	0	0	0
Maintenance (incl)	\$0.00 s.f.	0.0%	0	0	0	0	0	0	0	0	0
Total			\$117,099	\$122,945	\$129,084	\$135,528	\$142,295	\$149,400	\$156,859	\$164,692	\$172,916
\$/s.f.			\$10.54	\$11.07	\$11.62	\$12.20	\$12.81	\$13.45	\$14.12	\$14.82	\$15.56

Lindberg Pierce, Inc. RESOLUTION, Inc.

WINDOTA HEIGHTS CITY OFFICES
 Total Cost Comparisons

	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
OWNERSHIP											
Gross Square Feet	18,440	18,440	18,440	18,440	18,440	18,440	18,440	18,440	18,440	18,440	18,440
Principal and Interest	148,927	148,927	148,927	148,927	148,927	148,927	148,927	148,927	148,927	148,927	148,927
Interest rate											
Term											
Utilities	34,892	36,986	39,205	41,557	44,051	46,694	49,496	52,465	55,613	58,950	62,487
Property Tax	0	0	0	0	0	0	0	0	0	0	0
Insurance	722	743	766	789	812	837	862	888	914	942	970
Maintenance	29,395	30,571	31,794	33,066	34,388	35,764	37,195	38,682	40,230	41,839	43,512
Replacement Reserve	6,454	6,454	6,454	6,454	6,454	6,454	6,454	6,454	6,454	6,454	6,454
Return	0	0	0	0	0	0	0	0	0	0	0
Total	\$220,390	\$223,682	\$227,146	\$230,793	\$234,633	\$238,676	\$242,933	\$247,416	\$252,138	\$257,112	\$262,350
\$/s.f.	\$11.95	\$12.13	\$12.32	\$12.52	\$12.72	\$12.94	\$13.17	\$13.42	\$13.67	\$13.94	\$14.23
LEASE											
Net Square Feet	11,110	11,110	11,110	11,110	11,110	11,110	11,110	11,110	11,110	11,110	11,110
Lease (gross)	180,970	190,019	199,520	209,496	219,970	230,969	242,517	254,643	267,375	280,744	294,781
Utilities (incl)	0	0	0	0	0	0	0	0	0	0	0
Property Tax (increase)	580	597	615	634	653	672	692	713	735	757	779
Insurance (incl)	0	0	0	0	0	0	0	0	0	0	0
Maintenance (incl)	0	0	0	0	0	0	0	0	0	0	0
Total	\$181,550	\$190,616	\$200,135	\$210,129	\$220,623	\$231,641	\$243,210	\$255,356	\$268,110	\$281,501	\$295,561
\$/s.f.	\$16.34	\$17.16	\$18.01	\$18.91	\$19.86	\$20.85	\$21.89	\$22.98	\$24.13	\$25.34	\$26.60

Lindberg Pierce, Inc. RESOLUTION, Inc.

MENDOTA HEIGHTS CITY OFFICES
City Hall Development Budget

Alternative B
November 1, 1985

BUILDING PROGRAM	s.f.
Administration	3,311
Engr/Code Enforce	1,835
Police	3,185
Common Areas	4,930
Circulation	3,979
OFFICE AREA	17,240
Vehicle Storage	1,200
TOTAL	18,440 square feet

DEVELOPMENT BUDGET	Unit	Cost	Amount	Subtotals
LAND ACQUISITION	s.f.	0.30	\$27,000	
90,000 s.f.				\$27,000
CONSTRUCTION				
Site Improvements	s.f.	\$4.12	75,973	
Building Shell	s.f.	24.40	449,936	
Building Systems	s.f.	28.45	524,618	
Interior	s.f.	8.95	165,038	
Subtotal		\$65.92		1,215,565
DEVELOPMENT FEES				
A/E Design Services		8.0%	97,245	
Bonding Fees		1.0%	12,156	
				109,401
TOTAL				\$1,351,966

Lindberg Pierce, Inc.; Resolution, Inc.

WENDOTA HEIGHTS CITY OFFICES
Annual Cost Comparisons

Scenario B
November 1985

	Rate	Growth Rate	1987	1988	1989	1990	1991	1992	1993	1994	1995
OWNERSHIP											
Gross Square Feet		0.0%	18,440	18,440	18,440	18,440	18,440	18,440	18,440	18,440	18,440
Principal and Interest			140,272	140,272	140,272	140,272	140,272	140,272	140,272	140,272	140,272
Interest rate	8.25%	0.0%									
Term	20	0.0%									
Utilities	\$1.12 s.f.	6.0%	20,653	21,892	23,205	24,598	26,074	27,638	29,296	31,054	32,917
Property Tax	\$0.00 s.f.	-	0	0	0	0	0	0	0	0	0
Insurance	\$0.03 s.f.	3.0%	553	570	587	604	623	641	661	680	701
Maintenance	\$1.12 s.f.	4.0%	20,653	21,479	22,338	23,232	24,161	25,127	26,132	27,178	28,265
Replacement Reserve	\$0.35 s.f.	0.0%	6,454	6,454	6,454	6,454	6,454	6,454	6,454	6,454	6,454
Return	\$0.00 s.f.	-	0	0	0	0	0	0	0	0	0
Total			\$188,585	\$190,667	\$192,857	\$195,160	\$197,584	\$200,133	\$202,816	\$205,639	\$208,609
\$/s.f.			\$10.23	\$10.34	\$10.46	\$10.58	\$10.71	\$10.85	\$11.00	\$11.15	\$11.31
LEASE											
Net Square Feet		0.0%	11,110	11,110	11,110	11,110	11,110	11,110	11,110	11,110	11,110
Lease (gross)	\$10.50 s.f.	5.0%	116,655	122,488	128,612	135,043	141,795	148,885	156,329	164,145	172,353
Utilities (incl)	\$0.00 s.f.	6.0%	0	0	0	0	0	0	0	0	0
Property Tax (increase)	\$0.04 s.f.	3.0%	444	458	471	486	500	515	531	547	563
Insurance (incl)	\$0.00 s.f.	0.0%	0	0	0	0	0	0	0	0	0
Maintenance (incl)	\$0.00 s.f.	0.0%	0	0	0	0	0	0	0	0	0
Total			\$117,099	\$122,945	\$129,084	\$135,528	\$142,295	\$149,400	\$156,859	\$164,692	\$172,916
\$/s.f.			\$10.54	\$11.07	\$11.62	\$12.20	\$12.81	\$13.45	\$14.12	\$14.82	\$15.56

Lindberg Pierce, Inc. RESOLUTION, Inc.

MENDOTA HEIGHTS CITY OFFICES
Annual Cost Comparisons

	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
OWNERSHIP											
Gross Square Feet	18,440	18,440	18,440	18,440	18,440	18,440	18,440	18,440	18,440	18,440	18,440
Principal and Interest	140,272	140,272	140,272	140,272	140,272	140,272	140,272	140,272	140,272	140,272	140,272
Interest rate											
Term											
Utilities	34,892	36,986	39,205	41,557	44,051	46,694	49,496	52,465	55,613	58,950	62,487
Property Tax	0	0	0	0	0	0	0	0	0	0	0
Insurance	722	743	766	789	812	837	862	888	914	942	970
Maintenance	29,395	30,571	31,794	33,066	34,388	35,764	37,195	38,682	40,230	41,839	43,512
Replacement Reserve	6,454	6,454	6,454	6,454	6,454	6,454	6,454	6,454	6,454	6,454	6,454
Return	0	0	0	0	0	0	0	0	0	0	0
Total	\$211,736	\$215,027	\$218,491	\$222,138	\$225,978	\$230,021	\$234,278	\$238,762	\$243,484	\$248,457	\$253,696
\$/s.f.	\$11.48	\$11.66	\$11.85	\$12.05	\$12.25	\$12.47	\$12.70	\$12.95	\$13.20	\$13.47	\$13.76
LEASE											
Net Square Feet	11,110	11,110	11,110	11,110	11,110	11,110	11,110	11,110	11,110	11,110	11,110
Lease (gross)	180,970	190,019	199,520	209,496	219,970	230,969	242,517	254,643	267,375	280,744	294,781
Utilities (incl)	0	0	0	0	0	0	0	0	0	0	0
Property Tax (increase)	580	597	615	634	653	672	692	713	735	757	779
Insurance (incl)	0	0	0	0	0	0	0	0	0	0	0
Maintenance (incl)	0	0	0	0	0	0	0	0	0	0	0
Total	\$181,550	\$190,616	\$200,135	\$210,129	\$220,623	\$231,641	\$243,210	\$255,356	\$268,110	\$281,501	\$295,561
\$/s.f.	\$16.34	\$17.16	\$18.01	\$18.91	\$19.86	\$20.85	\$21.89	\$22.98	\$24.13	\$25.34	\$26.60

Lindberg Pierce, Inc. RESOLUTION, Inc.

ENDOTA HEIGHTS CITY OFFICES
City Hall Development Budget

Alternative C
November 1, 1985

BUILDING PROGRAM	s.f.
Administration	3,311
Engr/Code Enforce	1,835
Police	3,185
Common Areas	4,930
Circulation	3,979
OFFICE AREA	17,240
Vehicle Storage	1,200
TOTAL	18,440 square feet

DEVELOPMENT BUDGET	Unit	Cost	Amount	Subtotals
LAND ACQUISITION	s.f.	1.25	\$112,500	
90,000 s.f.				\$112,500
CONSTRUCTION				
Site Improvements	s.f.	\$4.15	76,526	
Building Shell	s.f.	23.15	426,886	
Building Systems	s.f.	25.35	467,454	
Interior	s.f.	7.78	143,463	
Subtotal		\$60.43		1,114,329
DEVELOPMENT FEES				
A/E Design Services		8.0%	89,146	
Bonding Fees		1.0%	11,143	
				100,290
TOTAL				\$1,327,119

Lindberg Pierce, Inc.; Resolution, Inc.

MENDOTA HEIGHTS CITY OFFICES
Annual Cost Comparisons

Scenario C
November 1985

	Rate	Growth Rate	1987	1988	1989	1990	1991	1992	1993	1994	1995
OWNERSHIP											
Gross Square Feet		0.0%	18,440	18,440	18,440	18,440	18,440	18,440	18,440	18,440	18,440
Principal and Interest			137,694	137,694	137,694	137,694	137,694	137,694	137,694	137,694	137,694
Interest rate	8.25%	0.0%									
Term	20	0.0%									
Utilities	\$1.12 s.f.	6.0%	20,653	21,892	23,205	24,598	26,074	27,638	29,296	31,054	32,917
Property Tax	\$0.00 s.f.	-	0	0	0	0	0	0	0	0	0
Insurance	\$0.03 s.f.	3.0%	553	570	587	604	623	641	661	680	701
Maintenance	\$1.12 s.f.	4.0%	20,653	21,479	22,338	23,232	24,161	25,127	26,132	27,178	28,265
Replacement Reserve	\$0.35 s.f.	0.0%	6,454	6,454	6,454	6,454	6,454	6,454	6,454	6,454	6,454
Return	\$0.00 s.f.	-	0	0	0	0	0	0	0	0	0
Total			\$186,007	\$188,089	\$190,279	\$192,582	\$195,006	\$197,555	\$200,238	\$203,061	\$206,031
\$/s.f.			\$10.09	\$10.20	\$10.32	\$10.44	\$10.58	\$10.71	\$10.86	\$11.01	\$11.17
LEASE											
Net Square Feet		0.0%	11,110	11,110	11,110	11,110	11,110	11,110	11,110	11,110	11,110
Lease (gross)	\$10.50 s.f.	5.0%	116,655	122,488	128,612	135,043	141,795	148,885	156,329	164,145	172,353
Utilities (incl)	\$0.00 s.f.	6.0%	0	0	0	0	0	0	0	0	0
Property Tax (increase)	\$0.04 s.f.	3.0%	444	458	471	486	500	515	531	547	563
Insurance (incl)	\$0.00 s.f.	0.0%	0	0	0	0	0	0	0	0	0
Maintenance (incl)	\$0.00 s.f.	0.0%	0	0	0	0	0	0	0	0	0
Total			\$117,099	\$122,945	\$129,084	\$135,528	\$142,295	\$149,400	\$156,859	\$164,692	\$172,916
\$/s.f.			\$10.54	\$11.07	\$11.62	\$12.20	\$12.81	\$13.45	\$14.12	\$14.82	\$15.56

Lindberg Pierce, Inc. RESOLUTION, Inc.

WODTA HEIGHTS CITY OFFICES
Annual Cost Comparisons

	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
OWNERSHIP											
Gross Square Feet	18,440	18,440	18,440	18,440	18,440	18,440	18,440	18,440	18,440	18,440	18,440
Principal and Interest	137,694	137,694	137,694	137,694	137,694	137,694	137,694	137,694	137,694	137,694	137,694
Interest rate											
Term											
Utilities	34,892	36,986	39,205	41,557	44,051	46,694	49,496	52,465	55,613	58,950	62,487
Property Tax	0	0	0	0	0	0	0	0	0	0	0
Insurance	722	743	766	789	812	837	862	888	914	942	970
Maintenance	29,395	30,571	31,794	33,066	34,388	35,764	37,195	38,682	40,230	41,839	43,512
Replacement Reserve	6,454	6,454	6,454	6,454	6,454	6,454	6,454	6,454	6,454	6,454	6,454
Return	0	0	0	0	0	0	0	0	0	0	0
Total	\$209,158	\$212,449	\$215,913	\$219,560	\$223,400	\$227,443	\$231,700	\$236,184	\$240,906	\$245,879	\$251,118
\$/s.f.	\$11.34	\$11.52	\$11.71	\$11.91	\$12.11	\$12.33	\$12.57	\$12.81	\$13.06	\$13.33	\$13.62
LEASE											
Net Square Feet	11,110	11,110	11,110	11,110	11,110	11,110	11,110	11,110	11,110	11,110	11,110
Lease (gross)	180,970	190,019	199,520	209,496	219,970	230,969	242,517	254,643	267,375	280,744	294,781
Utilities (incl)	0	0	0	0	0	0	0	0	0	0	0
Property Tax (increase)	580	597	615	634	653	672	692	713	735	757	779
Insurance (incl)	0	0	0	0	0	0	0	0	0	0	0
Maintenance (incl)	0	0	0	0	0	0	0	0	0	0	0
Total	\$181,550	\$190,616	\$200,135	\$210,129	\$220,623	\$231,641	\$243,210	\$255,356	\$268,110	\$281,501	\$295,561
\$/s.f.	\$16.34	\$17.16	\$18.01	\$18.91	\$19.86	\$20.85	\$21.89	\$22.98	\$24.13	\$25.34	\$26.60

Lindberg Pierce, Inc. RESOLUTION, Inc.

MENDOTA HEIGHTS CITY OFFICES
Annual Cost Comparisons

Scenario C.1
November 1985

	Rate	Growth Rate	1987	1988	1989	1990	1991	1992	1993	1994	1995
OWNERSHIP											
Gross Square Feet		0.0%	18,440	18,440	18,440	18,440	18,440	18,440	18,440	18,440	18,440
Principal and Interest			137,694	137,694	137,694	137,694	137,694	137,694	137,694	137,694	137,694
Interest rate	8.25%	0.0%									
Term	20	0.0%									
Utilities	\$1.12 s.f.	6.0%	20,653	21,892	23,205	24,598	26,074	27,638	29,296	31,054	32,917
Property Tax	\$0.00 s.f.	-	0	0	0	0	0	0	0	0	0
Insurance	\$0.03 s.f.	3.0%	553	570	587	604	623	641	661	680	701
Maintenance	\$0.00 s.f.	4.0%	0	0	0	0	0	0	0	0	0
Replacement Reserve	\$0.00 s.f.	0.0%	0	0	0	0	0	0	0	0	0
Return	\$0.00 s.f.	-	0	0	0	0	0	0	0	0	0
Total			\$158,900	\$160,156	\$161,487	\$162,897	\$164,391	\$165,974	\$167,651	\$169,429	\$171,313
\$/s.f.			\$8.62	\$8.69	\$8.76	\$8.83	\$8.91	\$9.00	\$9.09	\$9.19	\$9.29
LEASE											
Net Square Feet		0.0%	11,110	11,110	11,110	11,110	11,110	11,110	11,110	11,110	11,110
Lease (gross)	\$10.50 s.f.	5.0%	116,655	122,488	128,612	135,043	141,795	148,885	156,329	164,145	172,353
Utilities (incl)	\$0.00 s.f.	6.0%	0	0	0	0	0	0	0	0	0
Property Tax (increase)	\$0.04 s.f.	3.0%	444	458	471	486	500	515	531	547	563
Insurance (incl)	\$0.00 s.f.	0.0%	0	0	0	0	0	0	0	0	0
Maintenance (incl)	\$0.00 s.f.	0.0%	0	0	0	0	0	0	0	0	0
Total			\$117,099	\$122,945	\$129,084	\$135,528	\$142,295	\$149,400	\$156,859	\$164,692	\$172,916
\$/s.f.			\$10.54	\$11.07	\$11.62	\$12.20	\$12.81	\$13.45	\$14.12	\$14.82	\$15.56

Lindberg Pierce, Inc. RESOLUTION, Inc.

DOTA HEIGHTS CITY OFFICES
Annual Cost Comparisons

	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
OWNERSHIP											
Gross Square Feet	18,440	18,440	18,440	18,440	18,440	18,440	18,440	18,440	18,440	18,440	18,440
Principal and Interest	137,694	137,694	137,694	137,694	137,694	137,694	137,694	137,694	137,694	137,694	137,694
Interest rate											
Term											
Utilities	34,892	36,986	39,205	41,557	44,051	46,694	49,496	52,465	55,613	58,950	62,487
Property Tax	0	0	0	0	0	0	0	0	0	0	0
Insurance	722	743	766	789	812	837	862	888	914	942	970
Maintenance	0	0	0	0	0	0	0	0	0	0	0
Replacement Reserve	0	0	0	0	0	0	0	0	0	0	0
Return	0	0	0	0	0	0	0	0	0	0	0
Total	\$173,309	\$175,424	\$177,665	\$180,041	\$182,558	\$185,225	\$188,052	\$191,047	\$194,222	\$197,586	\$201,152
\$/s.f.	\$9.40	\$9.51	\$9.63	\$9.76	\$9.90	\$10.04	\$10.20	\$10.36	\$10.53	\$10.72	\$10.91
LEASE											
Net Square Feet	11,110	11,110	11,110	11,110	11,110	11,110	11,110	11,110	11,110	11,110	11,110
Lease (gross)	180,970	190,019	199,520	209,496	219,970	230,969	242,517	254,643	267,375	280,744	294,781
Utilities (incl)	0	0	0	0	0	0	0	0	0	0	0
Property Tax (increase)	580	597	615	634	653	672	692	713	735	757	779
Insurance (incl)	0	0	0	0	0	0	0	0	0	0	0
Maintenance (incl)	0	0	0	0	0	0	0	0	0	0	0
Total	\$181,550	\$190,616	\$200,135	\$210,129	\$220,623	\$231,641	\$243,210	\$255,356	\$268,110	\$281,501	\$295,561
\$/s.f.	\$16.34	\$17.16	\$18.01	\$18.91	\$19.86	\$20.85	\$21.89	\$22.98	\$24.13	\$25.34	\$26.60

Lindberg Pierce, Inc. RESOLUTION, Inc.



CITY OF MENDOTA HEIGHTS

Prepared by: Lindberg Pierce, Inc. dated: March 17, 1986
Project Name: City of Mendota Heights City Hall
Project Location: Northwest Quadrant of Lexington Avenue and Highway 110
Legal Description: City of Mendota Heights parcels no. 02700-010-04 and 02700-020-04
Zoning Ordinance: City of Mendota Heights, Minnesota Zoning Ordinance No. 401 Codified November 3, 1981
District: Zoned One Family Residential District (R-1) as indicated on City of Mendota Heights zoning map
Land Area: Approximately 16 acres

BUILDING SETBACKS

Front Street 50 feet
Side Street 50 feet
Side Yard 50 feet
(Section 7, Paragraph 7.1(4))
Rear Yard 100 feet from Watershed District Floodplain
(Floodplain) Limit of elevation 891.6
(Wetlands System Ordinance)



Lindberg Pierce, Inc.,
Suite 710 600 First Avenue North
Minneapolis, Minnesota 55403

Architects
612-332-3339

MAXIMUM BUILDING HEIGHT

2 stories or 25 feet, whichever is less

(Section 7, Paragraph 7.4(1))

See Section 20 for exceptions

PARKING SETBACKS

20 feet from any property line

(Section 18, Paragraph 18.1(2)f.3)

PARKING DESIGN AND CONSTRUCTION

Size

(a) Regular

<u>Angle</u>	<u>Space Width</u>	<u>Space Length</u>
90 deg.	9 feet	20 feet

(Section 18, Paragraph 18.1(2)d)

(b) Handicapped

<u>Angle</u>	<u>Space Width</u>	<u>Space Length</u>
90 deg.	12 feet	20 feet

(Section 3, Paragraph 3.2(94))

Access Driveway Width

24 feet

(Section 18, Paragraph 18.1(3)a)

REQUIRED OFF-STREET PARKING

10 stalls plus 1 stall for each 300 s.f. in excess of 2,000 s.f.

Proposed area: 18,500 s.f.
 -2,000 s.f.
 16,500 s.f.

1 stall x 16,500 s.f. = 55 stalls
300 s.f.

55 stalls
+10 stalls
65 stalls

(Section 18, Paragraph 18.1(4)g)

Handicapped stalls required

1 stall per 50 stalls or fraction thereof

Stalls required $\frac{65}{50} = 1.3$ stalls

2 handicapped stalls

(Minn UBC 5502.e)

OFF-STREET LOADING FACILITIES

Location

50 feet from intersection of two street r/w's

100 feet from intersection of major thoroughfare r/w

50 feet from residential district p/l.

(Section 18, Paragraph 18.1(5)b)

Size

(a) Large berth

<u>Length</u>	<u>Width</u>	<u>Height</u>
50 feet	12 feet	14 feet

(b) Small berth

<u>Length</u>	<u>Width</u>	<u>Height</u>
25 feet	12 feet	14 feet

(Section 18, Paragraph 18.1(5)c)

Number of Required Loading Berths

1 small berth/4,000 to 20,000 s.f. of area

(Section 18, Paragraph 18.1(6)d)

January 8, 1986

85-674 PRELIMINARY FOUNDATION
INVESTIGATION
Proposed City Hall
NW Quad. of Lexington
Avenue & TH-110
Mendota Heights, MN

A. INTRODUCTION

A.1. Purpose: The purpose of the investigation was to make a preliminary evaluation of the subsurface soil and ground water conditions at the site of the proposed city hall structure. The site has previously been used as a landfill by the City.

A.2. Scope: A total of three standard penetration test borings were performed in the proposed building area. With the results of the investigation this engineering report was prepared addressing our preliminary analysis and recommendations.

A.3. Available Information: The building location was taken from a site plan drawn by Lindberg Pierce, Inc. dated November 22, 1985. The proposed structure will cover an area of approximately 20,000 square feet and consist of two floors with normal office loadings. We understand that the exact location of the structure on the site has not been determined at this time.

B. TESTING

B.1. Boring Locations and Surface Elevations: The borings were taken at the locations staked by the City of Mendota Heights. The locations are shown on the attached sketch. The borings were referenced to the centerlines of Lexington Avenue and the centerline of the westbound lane frontage road of Highway 110.



Surface elevations of the borings were provided by the City of Mendota Heights.

B.2. Boring Methods and Procedures: The penetration test borings were performed on December 26, 1985, with a core and auger drill unit mounted on a flotation-tired carrier. Sampling for the borings was conducted in accordance with ASTM D1586 "Penetration Test and Split Barrel Sampling of Soils." Using this method, we advanced the bore hole with hollow-stem auger to the desired test depth. Then a 140-pound hammer falling 30 inches drove a standard, 2-inch OD, split barrel sampler a total penetration of 1 1/2 feet below the tip of the hollow-stem auger. The blows for the last foot of penetration were recorded and are an index of soil strength characteristics. Samples were taken at 2 1/2-foot vertical intervals to the 25-foot depth and then at 5-foot intervals to the termination depth of the borings. Samples were taken at 2 1/2-foot intervals in borings ST-3 to the 15-foot depth and then at 5-foot intervals to the termination depth of the boring.

B.3. Soil Classification: Soils encountered in the borings were visually and manually classified in the field by the crew chief in accordance with ASTM D2487 "Unified Soils Classification System" and ASTM D2488 "Recommended Practice for Visual and Manual Description of Soils." A copy of ASTM D2487 is attached. All samples were then returned to the laboratory for review of the field classifications by an Engineering Assistant. Representative samples will remain in our Minneapolis office for a period of 60 days to be available for your examination.

B.4. Ground Water Measurements: Immediately after taking the final sample in the bottom of a boring, the bore hole was probed

through the hollow-stem auger to check for the presence of ground water. Immediately after withdrawal of the auger, the bore hole was again probed and the depth to water or cave-in was noted. The boring was finally checked and then backfilled just prior to leaving the site.

C. RESULTS

C.1. Logs: Log of Boring sheets indicating the depth and identification of the various soil strata, the penetration resistances, and water level information are attached. It should be noted that the depths shown as boundaries between the strata are only approximate. The actual change may be more of a transition and the depth of change likely varies horizontally.

C.2. Summary of Soils Encountered: Borings ST-1 and ST-2 encountered 17 feet of sandy silty clay to silty sand fill material containing bituminous materials and fine to medium-grained gravel. This fill was in a moist to wet condition. Penetration resistances ranged from 2 to 55 blows per foot. A 5-foot thick layer of peat and lean clay with peat throughout was encountered underlying the fill at boring ST-1. Boring ST-2 encountered 5 feet of sandy silty clay, containing bituminous material at depths of 17 to 18 feet.

Silt was encountered in boring ST-1 underlying the lean clay to a depth of 34 feet. The silt was wet to waterbearing and had a rather soft consistency. Poorly graded sand in a very loose to medium dense condition was encountered beneath the silt to the termination depth of the boring.

Boring ST-2 encountered 2 feet of silty sand underlying the sandy silty clay. The soil was waterbearing and in a medium dense con-

dition. Poorly graded sand with silt was encountered underlying the silty sand to the termination depth of the boring. The sand was in a loose condition, although penetration resistances of 21 blows per foot were recorded at the termination depth of the boring.

Boring ST-3 encountered 7 feet of silty clay and silty clayey sand fill containing some bituminous material to a depth of 2 feet. The fill was in a wet condition. Penetration resistances ranged from 5 to 10 blows per foot. Poorly graded sand with silt was encountered underlying the fill to a depth of 12.5 feet. The sand was in a moist and loose to medium dense condition. Stiff sandy lean clay was encountered beneath the sand to a depth of 19 feet. The boring terminated in poorly graded sand with silt at a depth of 20.5 feet. The sand was waterbearing and in a medium dense condition.

C.3. Ground Water Elevations: Ground water was encountered in the borings at elevations ranging from 895+ in boring ST-1 to 900+ in boring ST-2. Ground water levels on the site should be expected to vary across the site due to the uncontrolled nature of the existing fill. The ground water levels encountered may not represent the actual water levels due to the short period of observation, and water in the bore holes may not have had time to stabilize at the ground water level.

Ground water levels should be expected to show annual and seasonal variations and be at or somewhat above the water level of the adjacent swamp.

D. PRELIMINARY ANALYSIS AND RECOMMENDATIONS

January 8, 1986

D.1. Analysis: The borings encountered fill material not suitable for support of typical spread footing foundation systems. It appears that there are two alternatives available for this site: excavation and replacement of the compressible soils or a piling foundation. The actual choice will be dependent on an economic analysis. The depth of marginal soils is on the border between an economic choice for excavation and refilling versus piling foundation. The lowest floor elevation and the availability of a source of sand and of a place to dispose of the excavated materials will probably be the keys to determining which alternative is least expensive. It should be noted that either alternative will be relatively expensive compared to the typical cost of developing one to two-story structures.

It appears that moving the building south would improve the soils conditions.

D.2. Excavation - Replacement: It appears that this alternative would be most suitable for areas in the vicinity of boring ST-3. The fill should be excavated from within the area of the building plus an oversizing area determined by extending the excavation 1 foot horizontally for each foot of depth from the bottom of the footings to the bottom of the excavation (1:1 oversizing).

The existing fill materials are not considered suitable for support of a structure and should not be reused as fill for the proposed structure.

Clean sand is recommended for backfill materials in the building area. This should be uniformly compacted to densities ranging from 90 to 95% modified Proctor density, depending on the foundation loadings and bearing capacity desired.

For this alternative, it is recommended that additional soil borings be taken when the building location has been determined to better define the excavation quantities and provide more information for evaluating the adequacy of the excavation. During the excavation and backfilling, a Soils Engineer should be on the site to observe the operation of the contractor and conduct density tests in the fill.

D.3. Piling Foundation: If the excavation replacement process is too expensive, a piling foundation can be used to support the building and the floor slab. It appears that the fill and peat depths are limited enough to allow use of timber piles for capacities in the range of 10 to 25 tons. However, deeper soil borings are necessary to better estimate the required length of piles. If high capacity piles are desired, other pile types can be considered.

If this approach appears to be the most economical, it is recommended that deep borings be taken at the proposed building location to allow estimating pile lengths and capacities. At the time of construction, a Soils Engineer should be on the site to observe the pile driving operations and evaluate the capacities of the piles as they are driven.

E. GENERAL REMARKS

The analysis and recommendations submitted in this report are based upon the data obtained from the three soil borings performed at the locations indicated on the attached sketch. Variations may occur between these borings, the nature and extent of which may not become evident until construction. If variations are encountered, it will be necessary to make a re-

January 8, 1986

evaluation of the recommendations of this report after performing on-site observations during the construction and noting the characteristics of any variations. Such variations may result in additional foundation costs and it is suggested that a contingency be provided for this purpose.

To permit correlation of the soil data obtained to date with the actual soil conditions encountered during construction and to provide continuing professional responsibility for the conformance of the construction to the concepts originally contemplated in this report and to the plans and specifications, it is recommended that we be retained to develop and perform the necessary observation and testing program for the excavation and foundation phases of the project.

If others perform the recommended observations and/or testing of construction, professional responsibility becomes divided since in doing so, they assume responsibility for verifying that the soil conditions throughout the construction areas are similar to those encountered in the borings or recognizing variations which would require a change in recommendations.

Services performed by the geotechnical and material engineers for this project have been conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in this area under similar budget and time restraints. No other warranty, expressed or implied, is made.

LOG OF BORING



PROJECT: 85-674 PRELIMINARY FOUNDATION INVESTIGATION Proposed City Hall N.W. Quadrant Lexington Ave. & TH 110 Mendota Heights, MN				BORING: ST-1 LOCATION: See Attached Sketch.	
				DATE: 12/26/85	SCALE: 1" = 4'
Elev.	Depth	ASTM D2487 Symbol	Description of Materials (ASTM D2488)	BPF	WL Tests or Notes
908.5	0				Sheet 1 of 2
907.5	1	CL-ML	FILL: SILTY CLAY, brown, moist.		Surface elevations of borings were provided by the City of Mendota Heights.
		CL-ML	FILL: SILTY CLAY, with a trace of BITUMINOUS, black, moist.	30	
904.5	4				
		SM	FILL: SILTY SAND, fine to medium-grained, with some BITUMINOUS, black, moist.	13	
901.5	7				
		CL	FILL: SANDY LEAN CLAY, with some fine Gravel, with a trace of fibers and a trace of wood, black and gray, wet, soft.	2	
				4	
				5	
				4	
891.5	17				
		PT	PEAT, black, wet, moist. (Swamp Deposit)	7	
889.5	19				
		CL	LEAN CLAY with PEAT, wet, moist. (Swamp Deposit)	6	
886.5	22				
		ML	SILT, with a trace of fibers, gray, wet to waterbearing, rather soft. (Fine Alluvium)	5	
				5	
878.5	30			5	
			(Continued on Sheet 2)		

(See Report and Standard Plates for evaluation and descriptive terminology.)

LOG OF BORING



PROJECT: 85-674 PRELIMINARY FOUNDATION INVESTIGATION Proposed City Hall N.W. Quadrant Lexington Ave. & TH 110 Mendota Heights, MN				BORING: ST-1 (Continued)		
				LOCATION:		
				DATE:	SCALE:	
Elev.	Depth	ASTM D2487 Symbol	Description of Materials (ASTM D2488)	BPF	WL	Tests or Notes
878.5	30					Sheet 2 of 2
874.5	34	ML	SILT, with a trace of fibers, gray, wet to waterbearing, rather soft. (Fine Alluvium)			*medium-grained, brownish-gray, wet, medium dense. **wet, medium dense. (Coarse Alluvium)
869.5	39	SP	POORLY GRADED SAND, fine-grained, brown, waterbearing, very loose. (Coarse Alluvium)	4		
868.5	40	SP	POORLY GRADED SAND, fine to *			
868.0	40.5	CL	SANDY LEAN CLAY, light brown, **	13		
			END OF BORING. Water level down 16' with 40' of hollow-stem auger in the ground. Water level down 16' immediately after withdrawal of auger. Water level down 13' 2½ hours after completion of boring. Boring then backfilled.			

(See Report and Standard Plates for evaluation and descriptive terminology.)

LOG OF BORING



PROJECT: 85-674 PRELIMINARY FOUNDATION
INVESTIGATION
Proposed City Hall
N.W. Quadrant Lexington Ave. &
TH 110
Mendota Heights, MN

BORING: ST-2

LOCATION:

See Attached Sketch.

DATE: 12/26/85

SCALE: 1" = 4'

(See Report and Standard Plates for evaluation and descriptive terminology.)

Elev.	Depth	ASTM D2487 Symbol	Description of Materials (ASTM D2488)	BPF	WL	Tests or Notes
917.3	0					
		CL-ML	FILL: SANDY SILTY CLAY, black, moist.			
913.3	4			7		
		CL-ML	FILL: SILTY CLAY, gray and black, moist.			
910.3	7			6		
		CL	FILL: SANDY LEAN CLAY, with a little fine Gravel, black and brown, moist.			
908.3	9			15		
		SM	FILL: SILTY SAND, fine to medium-grained, with a trace of fine to medium Gravel with BITUMINOUS, black, moist.			
				55		
				15		
903.3	14					
		SP-SM	FILL: POORLY GRADED SAND with SILT, fine-grained, with some Gravel, brown, moist.			
900.3	17			8		
		CL-ML	SANDY SILTY CLAY with BITUMINOUS, from 17' to 18', with a trace of fibers, black, moist.			
				13		
				7		
895.3	22					Water level down 26' with 30' of hollow-stem auger in the ground.
		SM	SILTY SAND, fine to medium-grained, brown, waterbearing, medium dense. (Coarse Alluvium)			
893.3	24			11		Water level down 19' immediately after withdrawal of auger.
		SP-SM	POORLY GRADED SAND with SILT, fine-grained, brown, waterbearing, loose. (Coarse Alluvium)			
				5		Boring immediately back-filled.
				21		
886.8	30.5					
			END OF BORING.			

LOG OF BORING



PROJECT: 85-674 PRELIMINARY FOUNDATION INVESTIGATION Proposed City Hall N.W. Quadrant Lexington Ave. & TH 110 Mendota Heights, MN				BORING: ST-3 LOCATION: See Attached Sketch.	
				DATE: 12/26/85	SCALE: 1" = 4'
Elev.	Depth	ASTM D2487 Symbol	Description of Materials (ASTM D2488)	BPF	WL Tests or Notes
915.5	0				
913.5	2	CL-ML	FILL: SILTY CLAY, with some BITUMINOUS, black.		
911.5	4	SC-SM	FILL: SILTY CLAYEY SAND, brown and black, wet.	10	
908.5	7	CL-ML	FILL: SILTY CLAY, brown and black, wet.	5	
903.0	12.5	SP-SM	POORLY GRADED SAND with SILT, fine-grained, with a trace of fine Gravel, brown, moist, loose. (Coarse Alluvium)	7 17	
896.5	19	CL	SANDY LEAN CLAY, with a trace of fine Gravel, brown, moist, stiff. (Coarse Alluvium)	16 16	
895.0	20.5	SP-SM	POORLY GRADED SAND with SILT, fine-grained, brown, *	16	
			END OF BORING. Water level not encountered with 20' of hollow-stem auger in the ground. Water level not encountered to cave-in depth of 17' immediately after withdrawal of auger. Water level not encountered to cave-in depth of 17' 1½ hours after completion of boring. Boring then backfilled.		*waterbearing, medium dense. (Coarse Alluvium)

(See Report and Standard Plates for evaluation and descriptive terminology.)

APPENDIX G
SCHEMATIC
COST MANAGEMENT REPORT SUMMARY
CITY HALL
MENDOTA HEIGHTS, MINNESOTA
25 APRIL 1986

PREPARED FOR:

LINDBERG PIERCE INC., ARCHITECTS
MINNEAPOLIS, MINNESOTA

PREPARED BY:

COST, PLANNING AND MANAGEMENT INTERNATIONAL
DES MOINES, IOWA & MINNEAPOLIS/ST PAUL, MINNESOTA

SCHEMATIC
COST MANAGEMENT REPORT
CITY HALL
MENDOTA HEIGHTS, MINNESOTA
25 APRIL 1986

BASIC ASSUMPTIONS

This Schematic Cost Management Report is based upon Lindberg Pierce Inc. Architects, schematic drawings, specifications and site data dated 31 March 1986 and received 19 April 1986. Additional information was received in telephone conversations with the architect.

Construction costs shown in this report are current as of April 1986.

Other assumptions used in this report are as follows:

1. Project constructed under a single prime contract and project will be publicly bid.
2. Allowance for landscaping of \$25,000.
3. Jumbo face brick allowance \$900 per thousand.
4. Reception desk and council chamber table allowance of \$20,000.
5. Carpet material allowance of \$13.00/SY.
6. Because of undefined mechanical and electrical systems, an allowance of \$9.00/SF for mechanical and \$6.00/SF for electrical are used.
7. Total area by AIA calculations is 18,874 GSF.
8. The costs do not include any water tap or sanitary sewer tap fees.
9. Unsuitable soils at the building were excavated to a depth of 15 feet. It was assumed excess soils will be disposed within 1 mile of the site.

SCHEMATIC
COST MANAGEMENT REPORT
CITY HALL
MENDOTA HEIGHTS, MINNESOTA
25 APRIL 1986

CONSTRUCTION COSTS SUMMARY (BUILDING = 18,874 GSF)

DESCRIPTION	\$/GSF	TOTAL \$	% TOTAL
Sitework	10.09	190,482	14.90%
General Construction	42.64	804,848	62.96%
Mechanical Construction	9.00	169,866	13.29%
Electrical Construction	6.00	113,244	8.86%
Subtotal	67.74	1,278,440	100.00%
General Conditions, Overhead and Profit	6.10	115,060	
TOTAL CONSTRUCTION COSTS	73.83	1,393,500	

SCHEMATIC
COST MANAGEMENT REPORT
CITY HALL
MENDOTA HEIGHTS, MINNESOTA
25 APRIL 1986

DIRECT COSTS SUMMARY (BUILDING = 18,874 GSF)

DIVISION	\$/GSF	TOTAL \$	% TOTAL
02 Sitework	10.09	190,482	14.90%
03 Concrete	4.69	88,571	6.93%
04 Masonry	9.38	176,996	13.84%
05 Metals	3.98	75,184	5.88%
06 Woods & Plastics	1.95	36,830	2.88%
07 Thermal & Moisture Protection	5.54	104,598	8.18%
08 Doors & Windows	7.92	149,454	11.69%
09 Finishes	6.95	131,163	10.26%
10 Specialties	0.73	13,860	1.07%
11 Furnishings	0.07	1,290	0.10%
12 Equipment	0.10	1,904	0.15%
13 Special Construction	0.00	0	0.00%
14 Conveying Systems	1.32	25,000	1.96%
15 Mechanical	9.00	169,866	13.29%
16 Electrical	6.00	113,244	8.86%
TOTAL DIRECT COST	67.74	1,278,440	100.00%

APPENDIX H

CITY OF MENDOTA HEIGHTS

MEMO

May 5, 1986

TO: City Hall Committee
FROM: Larry Shaughnessy, Treasurer
SUBJECT: Financing

Through the planning stages of the new City Hall, we have anticipated financing the new facility through a lease-type financing which would avoid the necessity of a referendum on the facility.

In general, we would lease the proposed site to a master lessee, who then issues bonds in the name of the City through a trustee who hold the assigned lease. Under this method, there is some additional risk to the holders of the lease certificates, as the lease is only an annual obligation of the City.

Because of this, the interest rate the City pays is roughly $1/4$ to $3/8$ of 1% higher than a conventional general obligation bond issue. Also the legal and issue costs are slightly higher (about 2%). Some of the underwriters also ask that a lease reserve equal to about 15% of the issue be included in the financing. While this increases the amount of financing, it actually saves the City, as the reserve is invested at a rate higher than the basic issue rate, and the margin earned is applied against the rental payment required. In our example, this would save between \$3,000 and \$5,000 per year with the reserve fund.

The City has some funds available which could be used to assist the building project. At least \$25,000 of these funds should be held for equipment needs, and the balance could be used to offset the required lease payment or reduce the size of the initial funding need. City funds which could be committed are as follows:

Equipment	\$ 25,000
Initial Construction	<u>224,000</u>
	\$249,000

Projected project cost	\$1,393,000
Architect & finance costs	<u>181,000</u>
	\$1,574,000
Less City Funds	<u>224,000</u>
Borrowing Necessary	\$1,350,000

Based on this amount, the following is a comparison of the payments required with our continued rental costs at the existing location.

	<u>Rental Costs</u>	<u>Projected P&I on new facility</u>
Borrow \$1,350,000 x 20 years		\$132,424
Estimated Occupancy Costs (maintenance & utilities)		<u>35,000</u>
Total Ownership Cost		\$167,420

Projected 1990 Rent assuming 2500'
additional space plus 1/2 rent on
Council room at \$12.50 per ft.
rental rate: \$135,043

Existing Rental Cost \$ 55,000

Area of office & Council Room	11,110'	18,800'
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Using an assumed 1990 taxable value of \$115,000,000, the approximate mill rate for occupancy would be:

		<u>Average Home Cost (no Home Credit applied)</u>
1. Current Rent (\$55,000)	.48 mills	15.03
2. Ownership (\$167,420)	1.46 mills	45.72
3. 1990 Rent projection (\$135,043)	1.31 mills	41.03
Increase mill rate for ownership/ current rent	.98 mills	30.69
Increase mill rate for ownership/ projected rent	.15 mills	4.69