



Osseo City Council

AGENDA

WORK SESSION
Monday, April 29, 2024
6:00 p.m., Council Chambers

MAYOR DUANE POPPE COUNCILMEMBERS: JULIANA HULTSTROM, ASHLEE MUELLER, MARK SCHULZ, ALICIA VICKERMAN

1. **Call to Order**
2. **Roll Call** (quorum is 3)
3. **Approval of Agenda** (requires unanimous additions)
4. **Discussion Items**
 - A. **Discuss Revised City Facilities Options**
5. **Adjournment**



City of Osseo City Council Work Session Meeting Item

Agenda Item:	Discuss Revised City Facilities Options
Meeting Date:	April 29, 2024
Prepared by:	Shane Mikkelson, Interim City Administrator/Police Chief
Attachments:	Oertel Architects' Revised Options Packet

Background:

The Council held a work session on July 31, 2023, to discuss the current state of the City's aging City Hall and Public Safety building. At the meeting, Staff discussed the issues surrounding the current facility and the need to consider a rehabilitated or completely new facility soon. The current building was originally constructed in the 1960s and is outdated with aging utilities, inadequate ADA entrances and usable spaces, no windows in the Staff office area, water drainage issues, and insufficient space to house the Police Department's growth. Additionally, the Fire Department space does not fit the current industry standards, and the entire facility does not currently meet the community's service needs, nor will it meet the future service needs of the community.

The Council gave direction at that work session to bring forward a proposal to work with a local architecture firm to conduct a facility needs assessment. The Council approved a proposal from Oertel Architects, through local firm Rochon, to conduct the study at the August 14, 2023, Council meeting. Since then, Staff has met with representatives from Oertel Architects several times to begin the process of examining the current facilities, discuss with Department Heads the future requirements and service demands, and develop concept options for the City Council to consider.

On January 29, 2024, the Council held a work session to discuss the facility's needs and gave Staff feedback on the designs proposed. Staff and Oertel took the feedback and will be presenting revised options. Department heads will be in attendance to answer any questions from the Council.

Discuss Available Funding Options:

In addition to the City bonding for the project costs, Staff intends to work with local legislators to seek State bonding money as part of the overall financing of this project. Staff has already had initial discussions with local representatives and senator to provide some information on the pending bonding money ask. Additionally, other funding sources will need to be examined, including a local option sales tax, which would generate revenue that could offset project costs.

Recommendation/Action Requested:

The recommendation is for the City Council to carefully explore the information presented in the work session and reach a consensus about how the City should proceed with this project.



City of Osseo Municipal Campus and Facilities

Revised Options Study Packet

EXECUTIVE SUMMARY

Oertel Architects was contacted by the City of Osseo to perform a facilities needs study for the City Government Offices, Public Works facility, and the building at Sipe Park. We toured the buildings with staff, reviewing both space and building shortcomings. With the city government offices being the primary focus, Oertel and City staff toured three facilities at neighboring cities. These tours helped guide conversations and frame the space needs study.

Facilities Toured:

Champlin Municipal Center - Combined City Hall, Police Department, and Fire Department. The City Hall is an older building that has been added on and remodeled several times. Public Works facility on same site.

New Hope City Hall and Police Department - Combined City Hall and Police Department. Recently completed ground up new building. Adjacent fire station and city park on same site.

Fridley Civic Campus - Combined City Hall, Police Department, and Fire Department. Recently completed ground up new building. Public Works facility on same site. Fridley Community Park across the street.

The goal of this study is to address the needs of Osseo’s existing municipal buildings and help lay out potential solutions. This packet will cover four different design options that address the City Government building with an opinion of probable cost for each option. Additionally, the needs for small improvements at the Public Works facility and the Sipe Park are addressed and include cost estimates.

The design team at Oertel worked alongside city staff throughout the study to implement the city’s priorities and values while maintaining a strong relationship to design best practices. The study provides professional input and design-based solutions that can guide the City of Osseo in future planning endeavors. Cost estimating services in this study were complete by Rochon Corporation.

TABLE OF CONTENTS

- 1 Cover Page
- 2 Exec. Summary/T.O.C
- 3 Design Option Cost Table
- 4 Design Options Breakdown
- 5 Sites Overview Plan
- 6 Design Option A
- 9 Design Option B
- 12 Design Option C
- 15 Design Option D



OSSEO FACILITIES

MUNICIPAL CAMPUS REVISED STUDY PACKET



Design Options Cost Table

	OPTION A	OPTION B	OPTION C	OPTION D
REUSE CURRENT CITY GOVERNMENT CENTER	\$6,000,000	\$8,250,000	-	-
BUILD NEW CITY GOVERNMENT CENTER	-	-	\$9,100,000	\$11,000,000
CONVERT PRESS BUILDING INTO POLICE DEPARTMENT BUILDING	\$7,500,000	-	\$7,500,000	-
CONVERT PRESS BUILDING INTO LIBRARY AND DISPENSARY	-	\$1,500,000	-	\$1,500,000
BUILD NEW COMMUNITY CENTER ON BOERBOOM PARK	-	\$3,000,000	-	\$3,000,000
REMODEL SPACE FOR TEMPORARY POLICE DEPARTMENT	-	-		\$3,300,000
PROFESSIONAL FEES + CONTINGENCY - 12%	\$1,620,000	\$1,530,000	\$1,992,000	\$2,256,000
PAY OFF LOAN ON CURRENT POLICE DEPARTMENT BUILDING	-	-	\$750,000	\$750,000
TOTAL	\$15,120,000	\$14,280,000	\$19,342,000	\$21,806,000



OSSEO FACILITIES - DESIGN OPTIONS BREAKDOWN

MUNICIPAL CAMPUS REVISED STUDY PACKET



Design Options Breakdown Table

OPTION	PRO	CON	COST
<p>Design A - Remodel + Addition Press Bldg: Police</p>	<ul style="list-style-type: none"> - Reuse the existing city hall with minimal additions - No additions to Boerboom Park - Easiest option to phase with minimal moving of entities - Community Center and Library stay with city admin 	<ul style="list-style-type: none"> - Police move to Osseo Press with need for additions to existing building - Fire Apparatus Bay stays roughly the same size 	<p>\$15,120,000</p>
<p>Design B - Remodel + Addition Press Bldg: Dispensary + Library</p>	<ul style="list-style-type: none"> - Reuse the existing city hall to fit police needs - Police have secure personal vehicle parking - Dispensary and Library at Osseo Press use only the existing structure, quick to construction 	<ul style="list-style-type: none"> - Council Chambers and Community Center are separate from the rest of City Hall - Fire Apparatus stays roughly the same size - Temporary house city hall admin at new Community Center at Boerboom 	<p>\$14,280,000</p>
<p>Design C - New Construction Press Bldg: Dispensary + Police</p>	<ul style="list-style-type: none"> - All new building optimized for current site - No additions to Boerboom Park - Community Center and Library stay with city admin 	<ul style="list-style-type: none"> - Police move to Osseo Press with need for additions to existing building - Temporary house Fire at PW Addition - Temporary house city hall admin offsite 	<p>\$19,342,000</p>
<p>Design D - New Construction Press Bldg: Dispensary + Library</p>	<ul style="list-style-type: none"> - All new building optimized for current site - Police have secure personal vehicle parking - Dispensary and Library at Osseo Press use only the existing structure, quick to construction 	<ul style="list-style-type: none"> - Council Chambers and Community Center are separate from the rest of City Hall - Temporary house all of police off-site somewhere - Temporary house Fire at PW Addition - Temporary house city hall admin 	<p>\$21,806,000</p>



OSSEO FACILITIES - DESIGN OPTIONS BREAKDOWN

MUNICIPAL CAMPUS REVISED STUDY PACKET

4/29/24

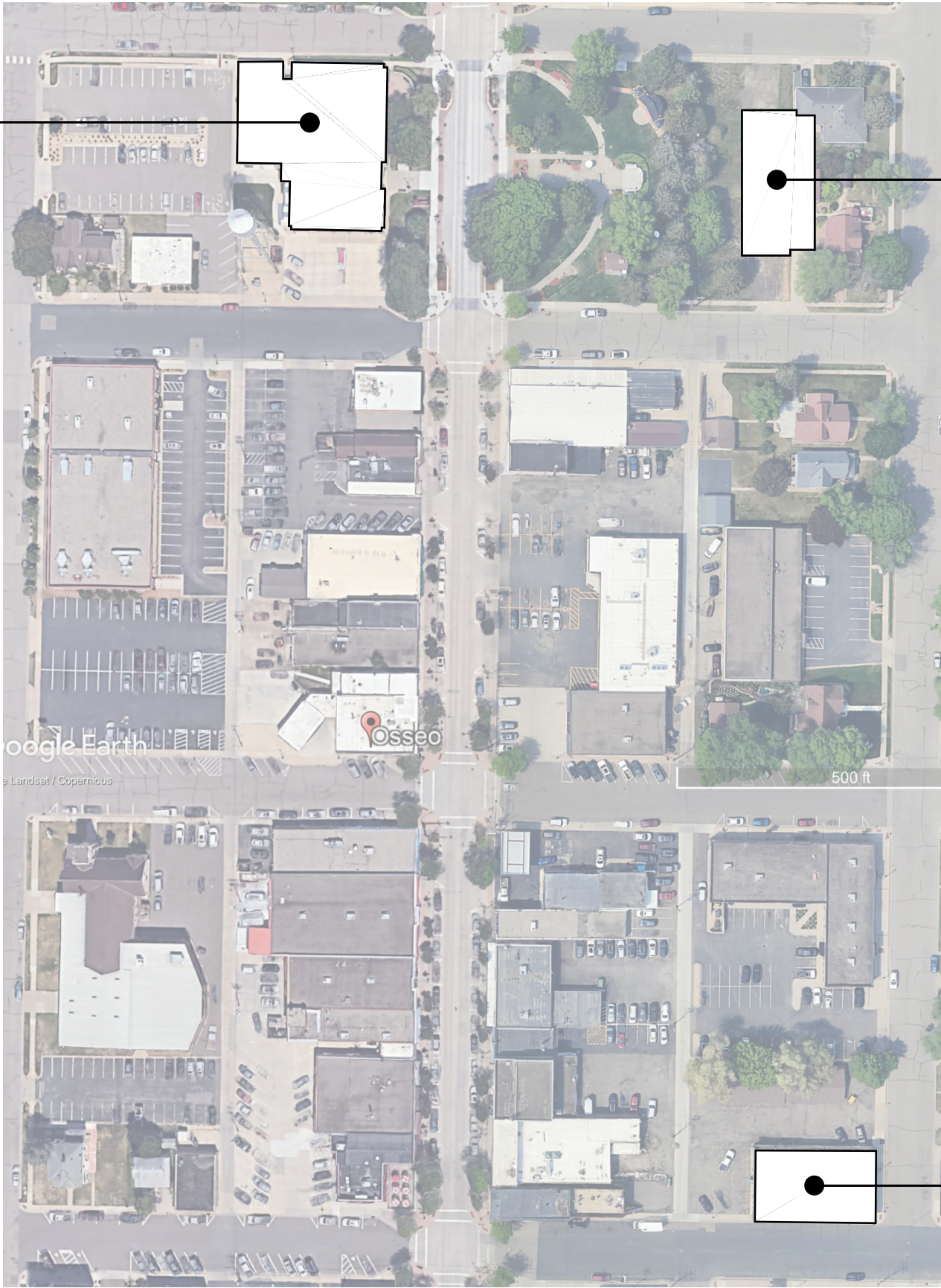


OPTION A - REMODEL + ADDITION
ADMIN, FIRE, COMMUNITY
CENTER, DISPENSARY

OPTION B - REMODEL + ADDITION
ADMIN, FIRE, POLICE

OPTION C - NEW CONSTRUCTION
ADMIN, FIRE, COMMUNITY
CENTER, LIBRARY, DISPENSARY

OPTION D - NEW CONSTRUCTION
ADMIN, FIRE, POLICE



**OPTION B - COMMUNITY CENTER
+ CHAMBERS**

**OPTION D - COMMUNITY CENTER
+ CHAMBERS**

OPTION A - POLICE STATION

**OPTION B - DISPENSARY +
LIBRARY**

OPTION C - POLICE STATION

**OPTION D - DISPENSARY +
LIBRARY**



OSSEO FACILITIES - SITES OVERVIEW

MUNICIPAL CAMPUS REVISED STUDY PACKET

4/29/24



Design Option A - Remodel + Addition (Police at Press)

To reduce construction cost, an option was developed that removed one city service from this building. In this scenario, the Police Department was removed from the program and will be housed at the Osseo Press building. The existing city hall has two additions that partially wrap around a split level city hall. This makes remodeling the existing building challenging. Due to space limitations on site some concessions need to be made:

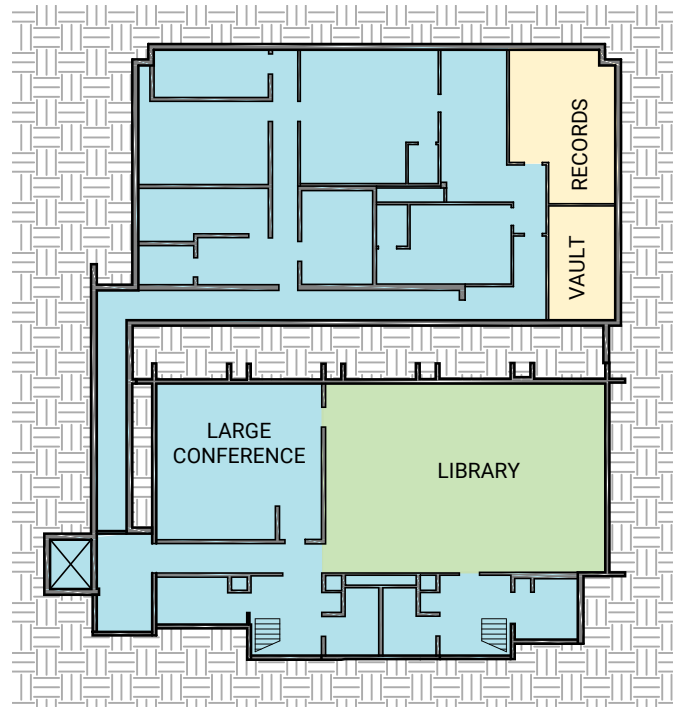
- City Hall, Fire Support, and main entry additions made to exg. building
- Fire Apparatus Bay remains back in style
- Library moves to the basement

Pros and Cons Chart

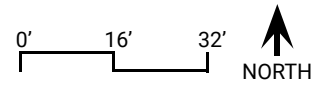
PROS	CONS
<ul style="list-style-type: none"> - Reuse the existing city hall with minimal additions - No additions to Boerboom Park - Easiest option to phase with minimal moving of entities - Community Center and Library stay with city admin 	<ul style="list-style-type: none"> - Police move to Osseo Press with need for additions to existing building - Fire Apparatus Bay stays roughly the same size
TOTAL: 4	2 :TOTAL

Municipal Campus - A	\$6,000,000
Police @ Press	\$7,500,000
Design + Contingency Fee	\$1,620,000
TOTAL:	\$15,120,000



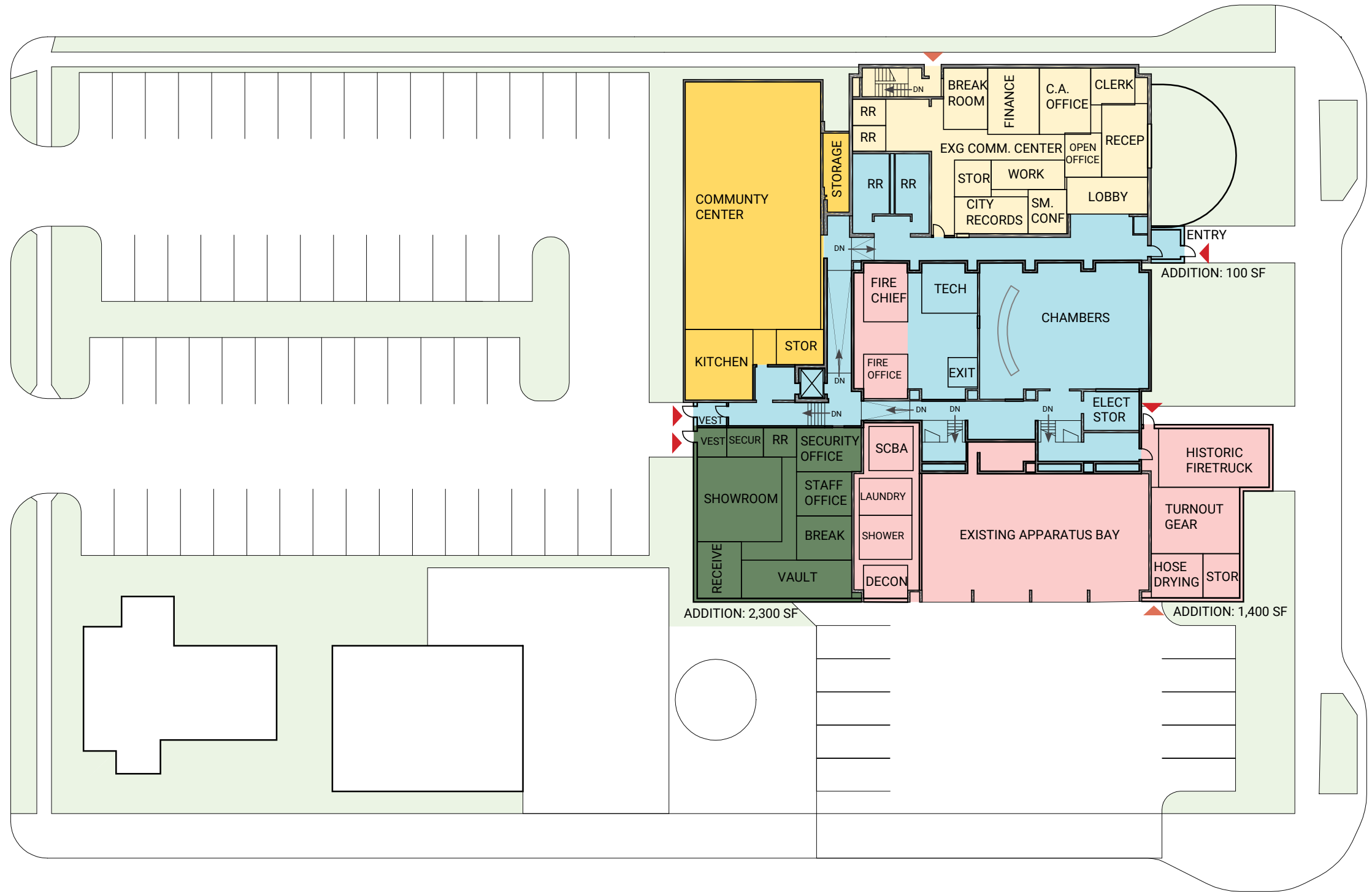


BASEMENT PLAN

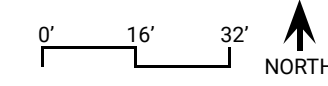


PHASE 1: REMODEL PRESS BUILDING
 - RELOCATE POLICE DEPT TO NEW BUILDING

PHASE 2: REMODEL OLD CITY HALL
 - REMODEL OLD PD SPACE INTO COMM. CENTER
 - REMODEL OLD COMM. CENTER INTO ADMIN
 - REMODEL OLD ADMIN INTO COUNCIL CHAMBERS
 - REMODEL OLD COUNCIL CHAMBERS INTO LIBRARY
 - BUILD ADDITION FOR FIRE DEPT SPACES, RELOCATE FIRE TRUCKS TO PUBLIC WORKS ADDITION AS NEEDED
 - REMOVE AND REPLACE EXISTING ROOF
 - REPLACE ELEVATOR



MAIN FLOOR PLAN

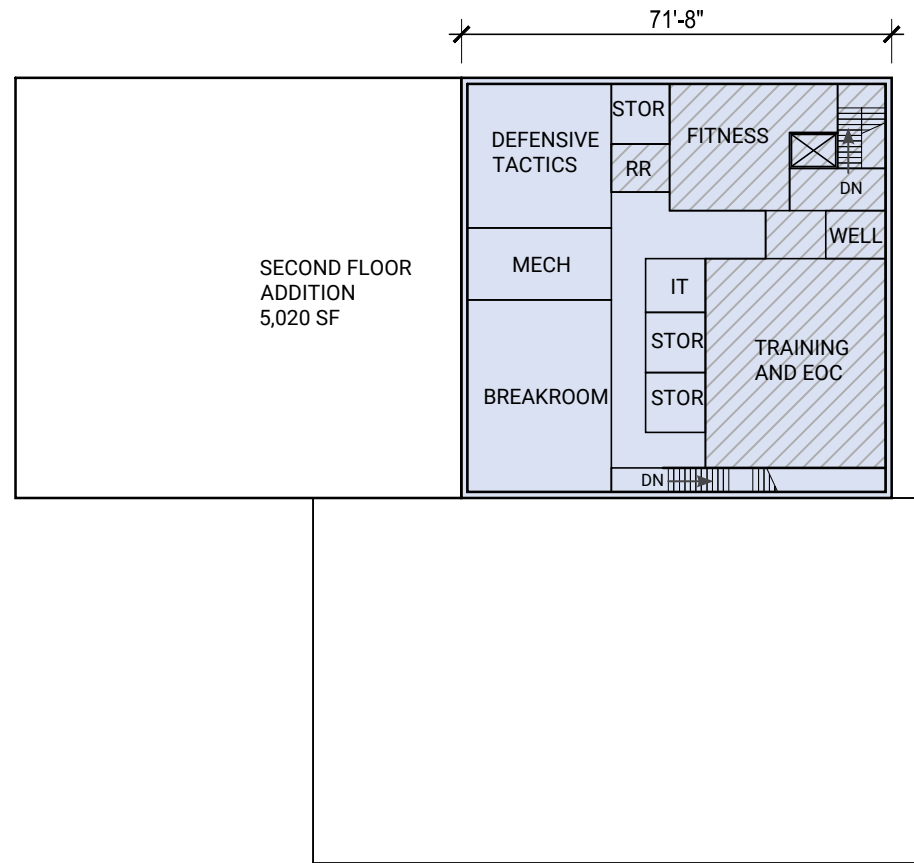


OPTION A - MUNICIPAL CAMPUS PLANS

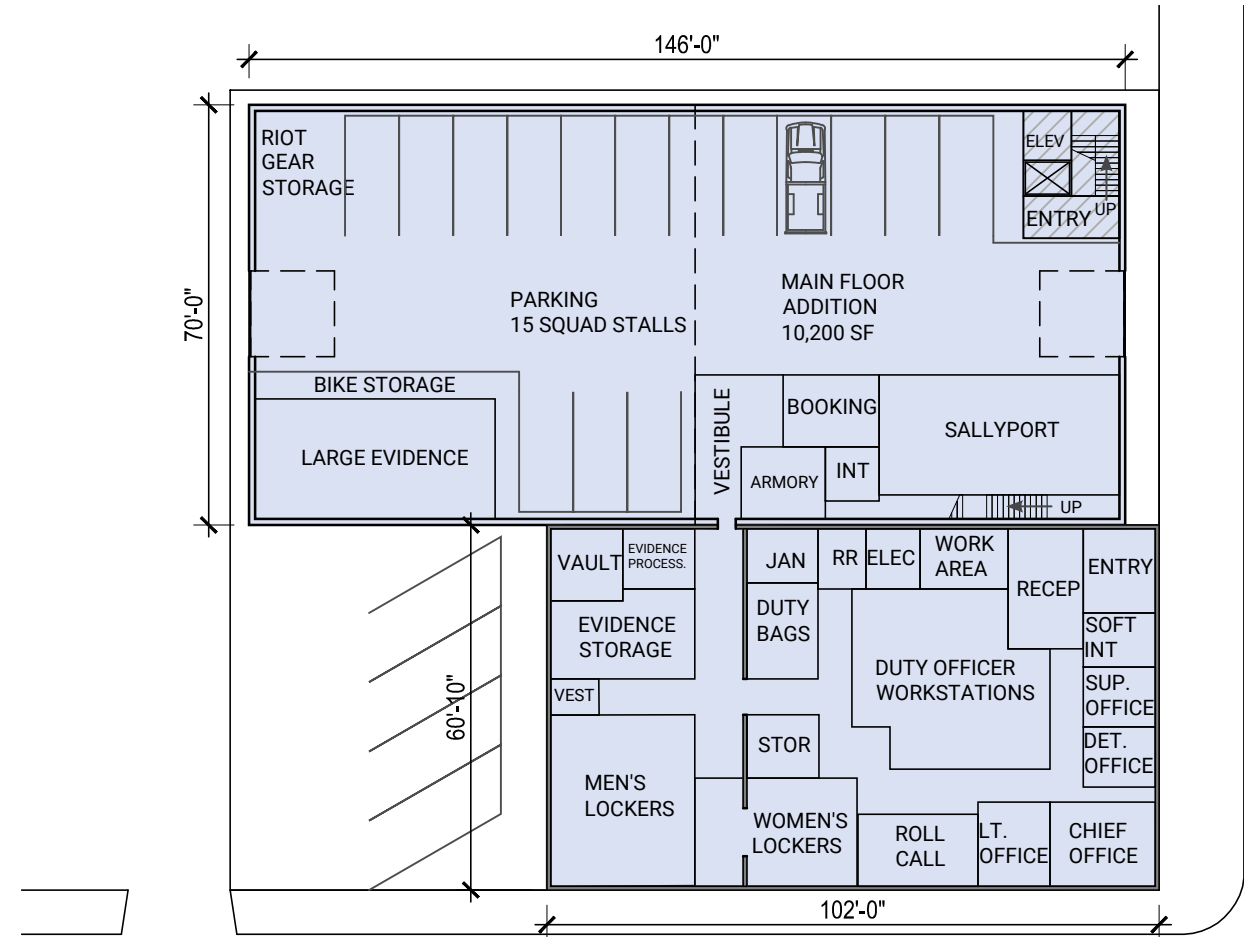
MUNICIPAL CAMPUS REVISED STUDY PACKET

4/29/24

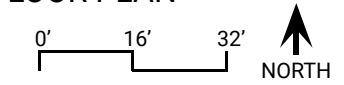




SECOND FLOOR PLAN



MAIN FLOOR PLAN



POLICE DEPARTMENT AT OSSEO PRESS

POLICE DEPARTMENT	
NEEDED PROGRAM SPACE	TOTAL = 14,110 SF
	17,611 SF WITH CIRCULATION
ADDITION + EXG. PRESS BLDG	TOTAL = 20,005 SF



OPTION A - OSSEO PRESS PLANS

MUNICIPAL CAMPUS REVISED STUDY PACKET

4/29/24



Design Option B - Remodel + Addition (Community Center at Boerboom Park)

The existing city hall has two additions that partially wrap around a split level city hall. This makes remodeling the existing building challenging. The library and dispensary will be housed at the Osseo Press building. Due to space limitations on site some concessions need to be made:

- City Hall, Fire Support, and Police Garage additions made to exg. building
- Fire Apparatus Bay remains back in style
- Community Center and Council Chambers are relocated to new building at Boerboom

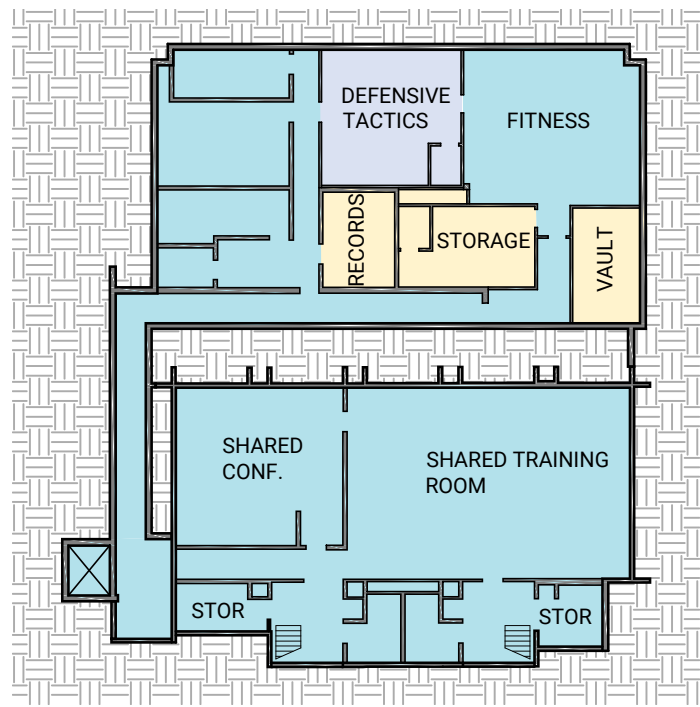
Pros and Cons Chart

PROS	CONS
<ul style="list-style-type: none"> - Reuse the existing city hall to fit police needs - Police have secure personal vehicle parking - Dispensary and Library at Osseo Press use only the existing structure, quick to construction 	<ul style="list-style-type: none"> - Council Chambers and Community Center are separate from the rest of City Hall - Fire Apparatus stays roughly the same size - Temporary house city hall admin at new Community Center at Boerboom
TOTAL: 3	3 :TOTAL

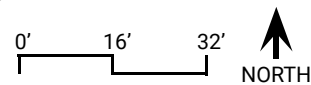
COST ESTIMATE

Municipal Campus - B	\$8,250,000
Community Center @ Boerboom	\$3,000,000
Library + Dispensary @ Press	\$1,500,000
Design + Contingency Fee	\$1,530,000
TOTAL:	\$14,280,000





BASEMENT PLAN



PHASE 1: BUILD COMMUNITY CENTER

- MOVE COMMUNITY CENTER
- MOVE LIBRARY
- MOVE CITY ADMIN TO NEW COUNCIL CHAMBERS

PHASE 2: REMODEL PRESS BUILDING

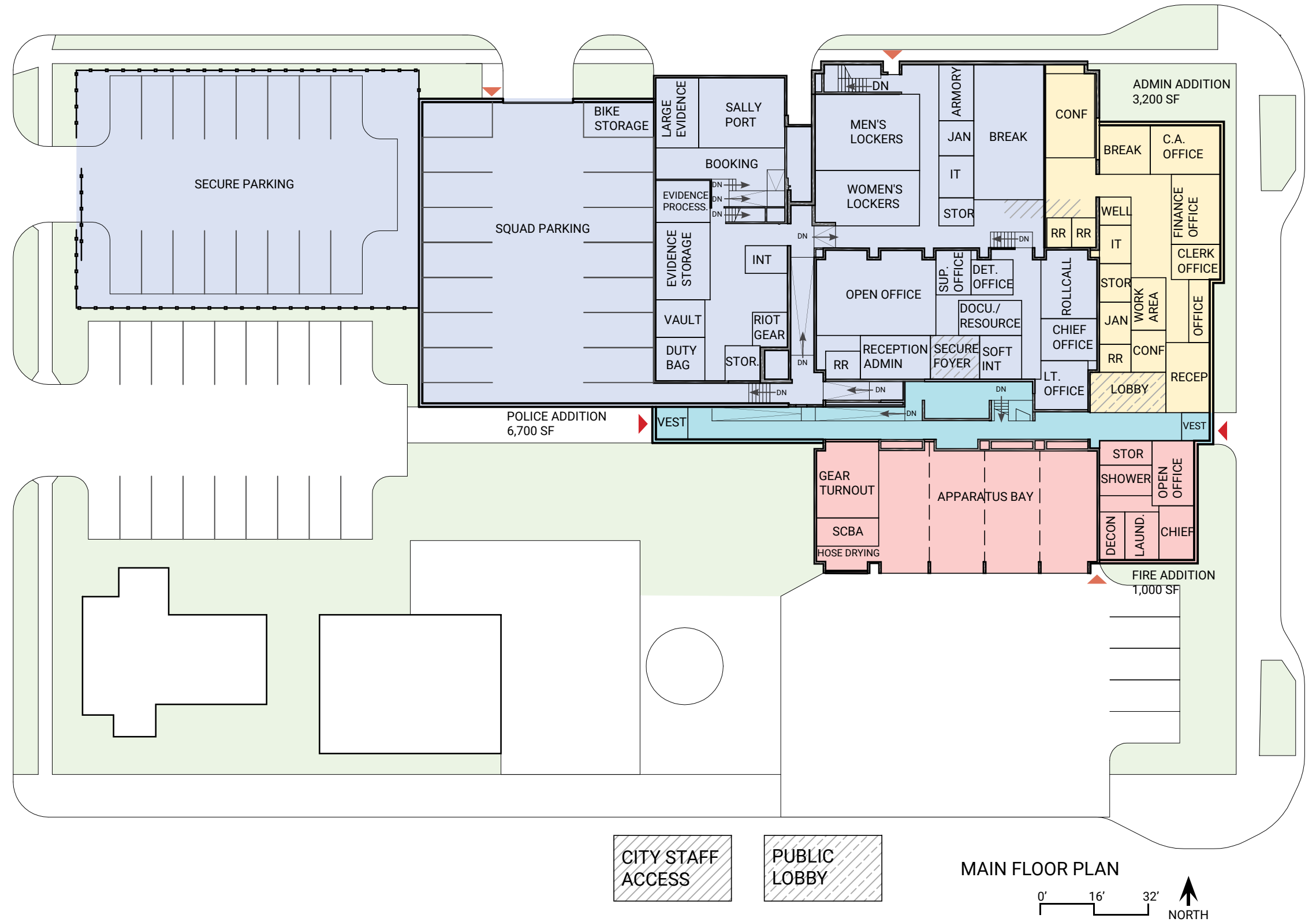
- MOVE LIBRARY
- BUILD OUT DISPENSARY

PHASE 3: REMODEL OLD CITY HALL

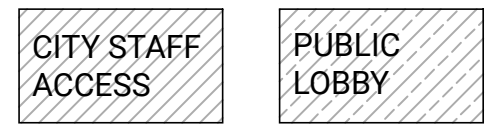
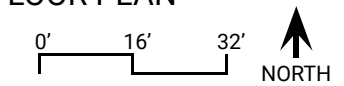
- REMODEL OLD CITY ADMIN, LIBRARY, AND COMMUNITY CENTER INTO POLICE DEPT
- REPLACE ROOF
- REPLACE ELEVATOR

PHASE 4: POLICE GARAGE ADDITION

PHASE 5: CITY ADMIN AND FIRE DEPT ADDITION/REMODEL



MAIN FLOOR PLAN

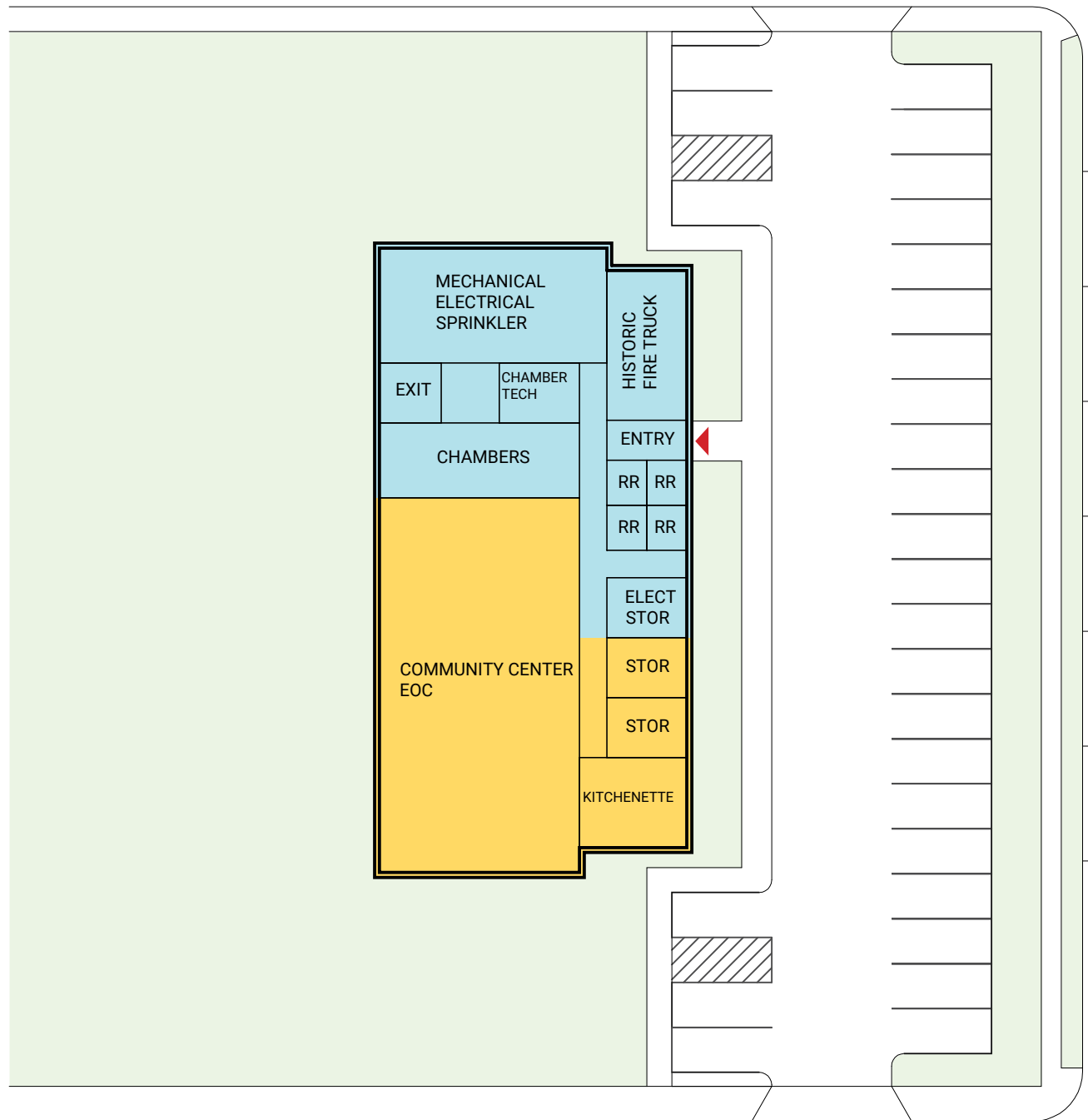


OPTION B - MUNICIPAL CAMPUS PLANS

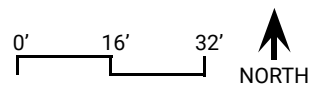
MUNICIPAL CAMPUS REVISED STUDY PACKET

4/29/24

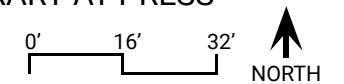




COMMUNITY CENTER + CHAMBERS
AT BOERBOOM PARK



DISPENSARY + LIBRARY AT PRESS



OPTION B - OSSEO PRESS AND BOERBOOM PLANS

MUNICIPAL CAMPUS REVISED STUDY PACKET

4/29/24



Design Option C - New Construction (Police at Press)

By demolishing the existing city hall, a new building can be better optimized to fit the programmatic needs and best practice design principles. To reduce construction cost, the Police Department and will be housed at the Osseo Press building. Some notable elements of this approach:

- All programs located on first level at grade
- Fire Apparatus Bay remain back-in style, but has gained more depth
- Community Center, Council Chambers, and Library all remain community facing and apart of city hall

Municipal Campus - C	\$9,100,000
Police @ Press	\$7,500,000
Design + Contingency Fee	\$1,992,000
Pay Off Loan	\$ 750,000
TOTAL:	\$19,342,000

Pros and Cons Chart

PROS	CONS
<ul style="list-style-type: none"> - All new building optimized for current site - No additions to Boerboom Park - Community Center and Library stay with city admin 	<ul style="list-style-type: none"> - Police move to Osseo Press with need for additions to existing building - Temporary house Fire at PW Addition - Temporary house city hall admin offsite
TOTAL: 3	3 :TOTAL



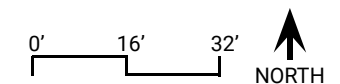


PHASE 1: REMODEL PRESS BUILDING
 - RELOCATE POLICE DEPT TO NEW BUILD

PHASE 2: BUILD COMMUNITY CENTER
 - MOVE COMMUNITY CENTER
 - MOVE LIBRARY
 - MOVE CITY ADMIN STAFF INTO NEW COUNCIL CHAMBERS

PHASE 3: TEAR DOWN OLD CITY HALL
 - RELOCATE FIRE DEPT TO PUBLIC WORKS COLD STORAGE

PHASE 4: NEW BUILD CITY HALL
 - NEW CITY ADMIN SPACE
 - NEW FIRE DEPT
 - NEW LIBRARY

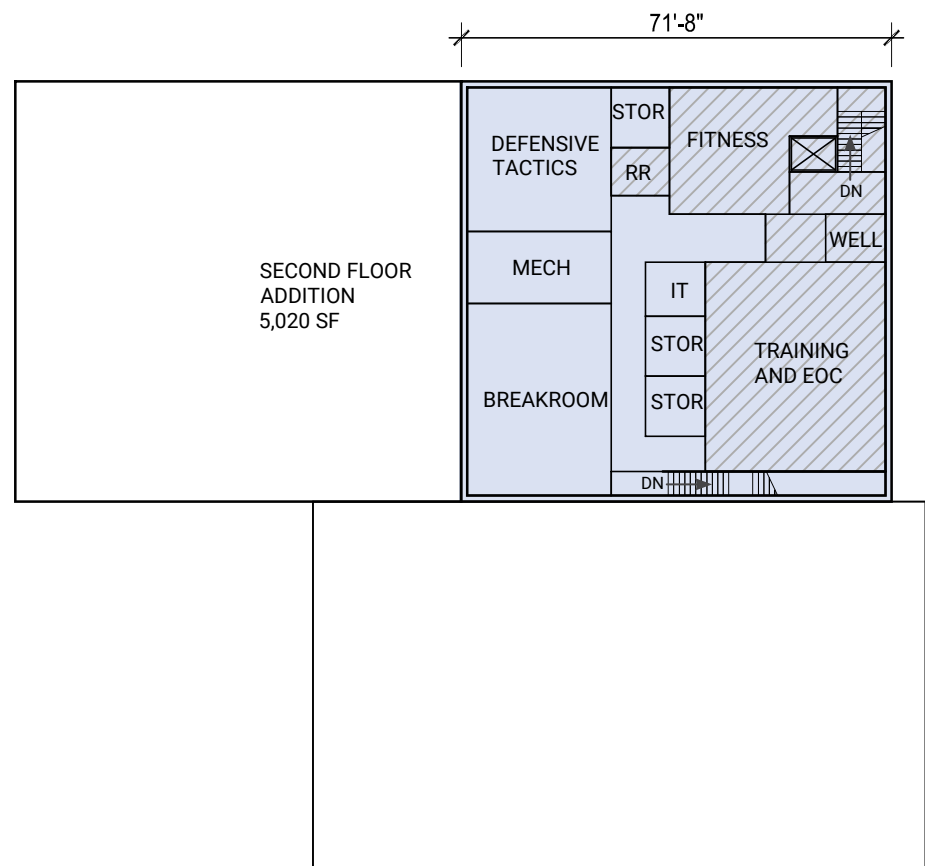


OPTION C - MUNICIPAL CAMPUS PLANS

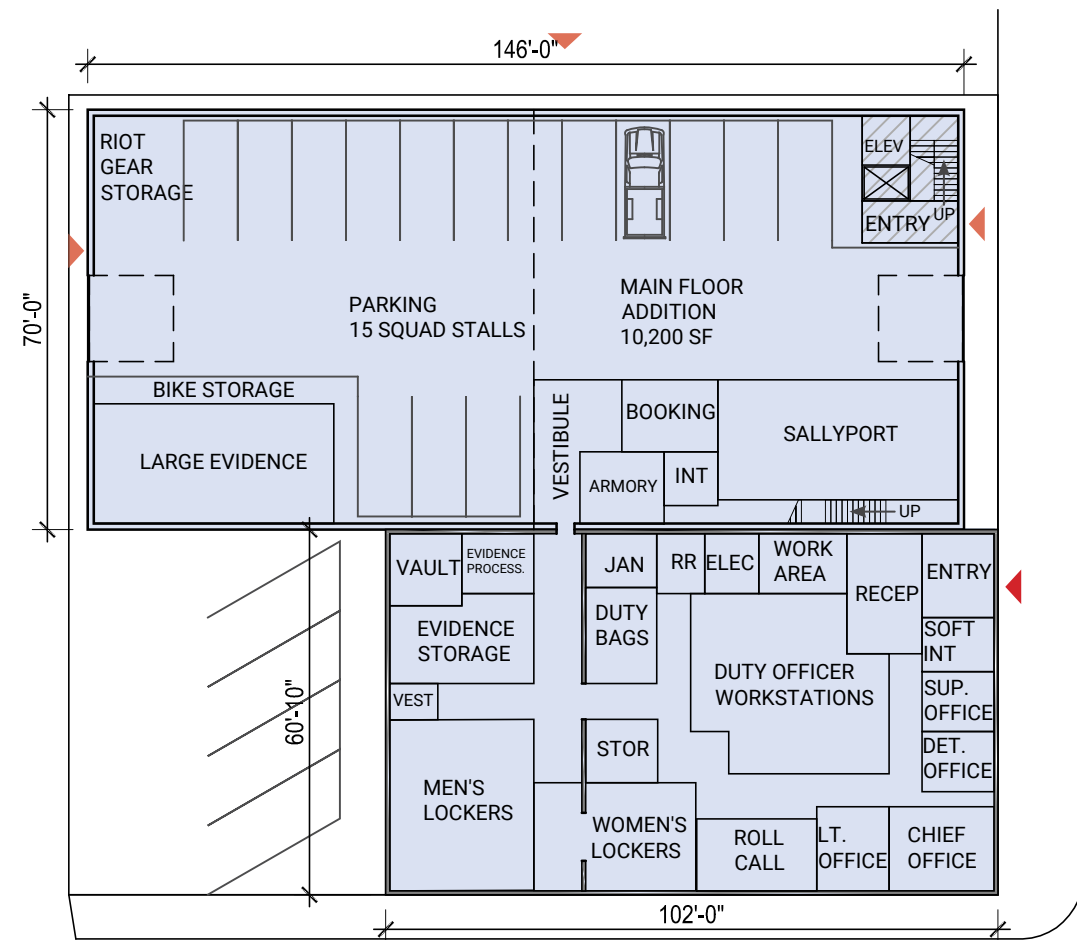
MUNICIPAL CAMPUS REVISED STUDY PACKET

4/29/24

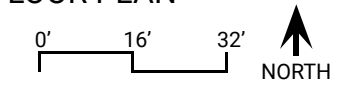




SECOND FLOOR PLAN



MAIN FLOOR PLAN



POLICE DEPARTMENT AT OSSEO PRESS

POLICE DEPARTMENT	
NEEDED PROGRAM SPACE	TOTAL = 14,110 SF
	17,611 SF WITH CIRCULATION
ADDITION + EXG. PRESS BLDG	TOTAL = 20,005 SF



OPTION C - OSSEO PRESS PLANS

MUNICIPAL CAMPUS REVISED STUDY PACKET

4/29/24



Design Option D - New Construction (Community Center at Boerboom Park)

By demolishing the existing city hall, a new building can be better optimized to fit the programmatic needs and best practice design principles. To maximize the existing site, the community center and council chambers is relocated to a new building on Boerboom Park. The library and dispensary will be housed at the Osseo Press building.

Some notable elements of this approach:

- Big 3 programs within same building and located on first level at grade
- Fire Apparatus Bay remain back-in style, but has gained more depth

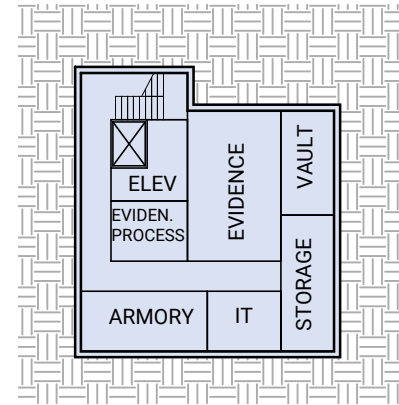
Pros and Cons Chart

PROS	CONS
<ul style="list-style-type: none"> - All new building optimized for current site - Police have secure personal vehicle parking - Dispensary and Library at Osseo Press use only the existing structure, quick to construction 	<ul style="list-style-type: none"> - Council Chambers and Community Center are separate from the rest of City Hall - Temporary house all of police off-site somewhere - Temporary house Fire at PW Addition - Temporary house city hall admin
TOTAL: 3	4 :TOTAL

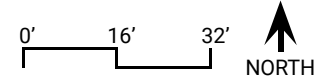
COST ESTIMATE

Municipal Campus - B	\$10,051,600
Community Center @ Boerboom	\$ 2,962,000
Library + Dispensary @ Press	\$ 1,242,200
Design + Contingency Fee	\$ 997,906
TOTAL:	\$15,253,706





BASEMENT PLAN



PHASE 1: BUILD COMMUNITY CENTER

- MOVE COMMUNITY CENTER
- MOVE LIBRARY
- MOVE CITY ADMIN TO NEW COUNCIL CHAMBERS

PHASE 2: TEAR DOWN OLD CITY HALL

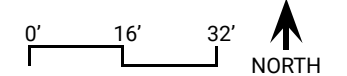
- RELOCATE FIRE DEPT TO PUBLIC WORKS COLD STORAGE
- RELOCATE POLICE DEPT TO RENTAL SPACE
 - 4,700 SF PARKING GARAGE
 - 15,000 SF OFFICE SPACE

PHASE 3: NEW BUILD CITY HALL

- NEW CITY ADMIN SPACE
- NEW FIRE DEPT
- NEW LIBRARY
- NEW POLICE DEPT



MAIN FLOOR PLAN

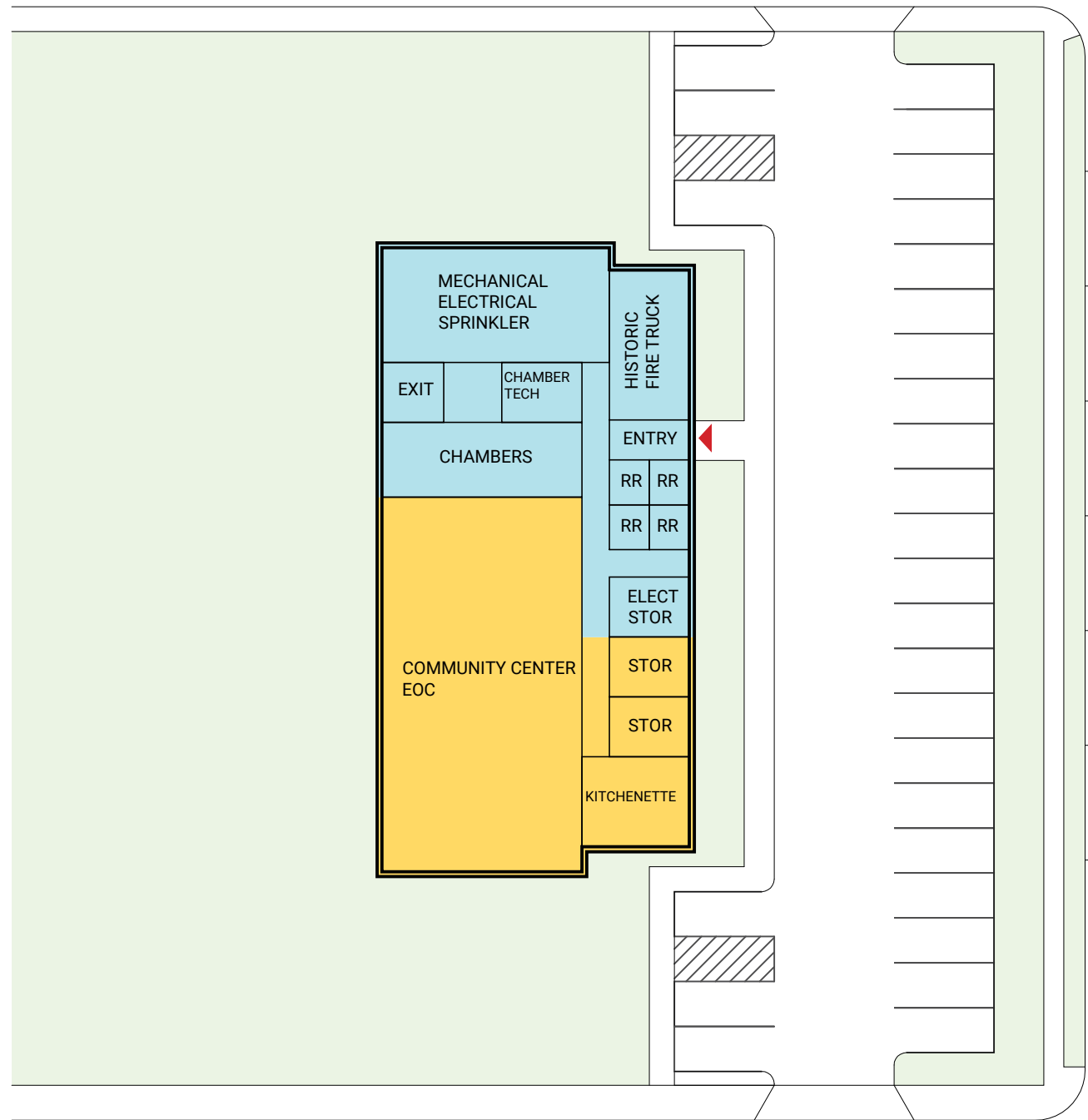


OPTION D - MUNICIPAL CAMPUS PLANS

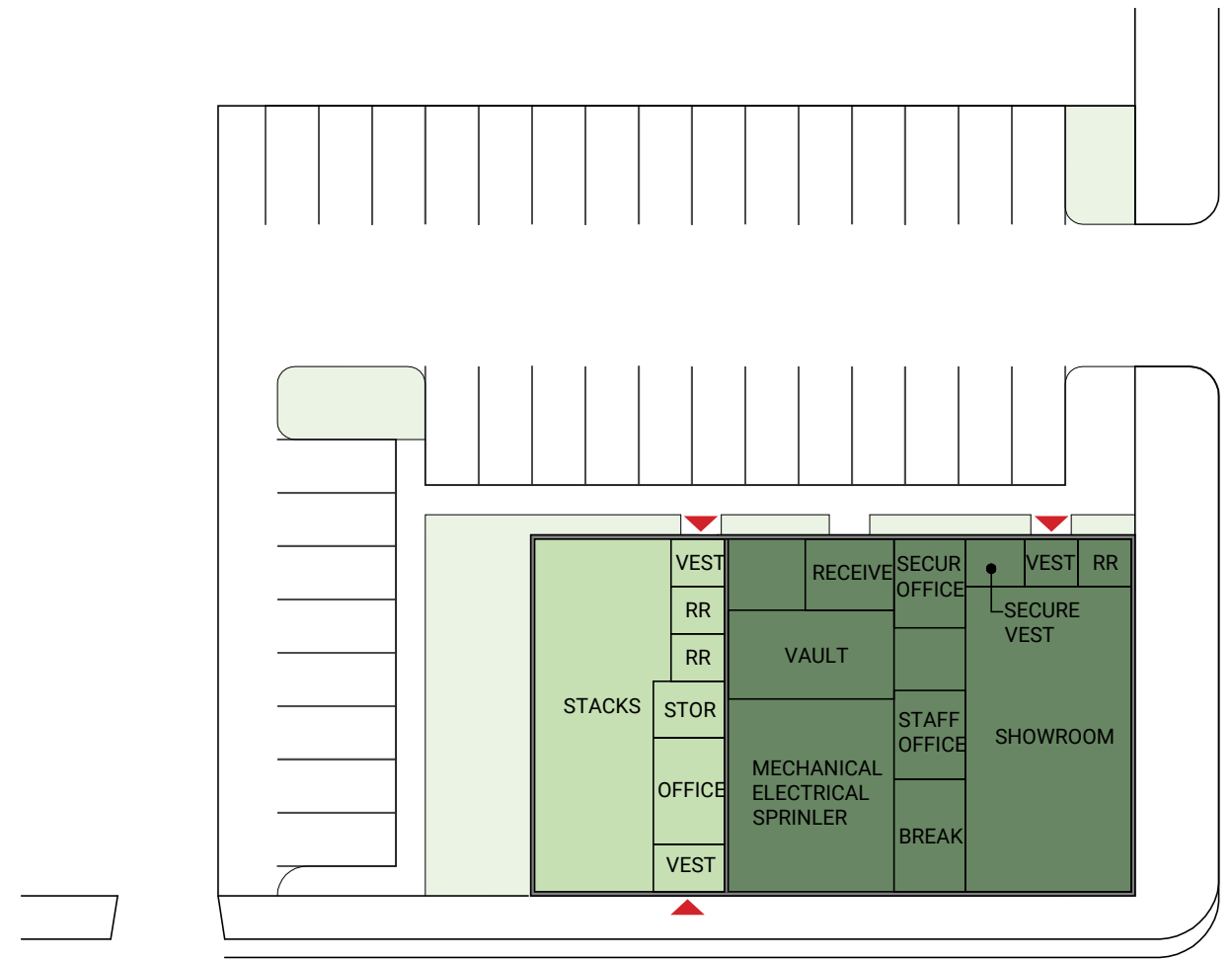
MUNICIPAL CAMPUS REVISED STUDY PACKET

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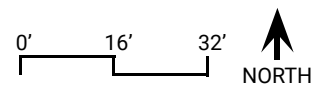




COMMUNITY CENTER + CHAMBERS
AT BOERBOOM PARK



DISPENSARY + LIBRARY AT OSSEO PRESS



OPTION D - OSSEO PRESS AND BOERBOOM PLANS

MUNICIPAL CAMPUS REVISED STUDY PACKET

4/29/24

