

Public Safety Facility / City Hall Expansion & Renovation Project Summary

Police and Fire Department Facility Needs

Since 2017, the city has assessed public safety facility needs and funding options. Both the police and fire departments require upgrades due to capacity constraints and code compliance issues. The police department has outgrown its remodeled early-2000s space, needing larger locker rooms, storage, offices, and parking. The fire department lacks space for equipment and vehicles and requires decompression areas to meet code. Declining volunteer numbers have also led to reliance on St. Cloud for fire service assistance.

A facility needs study was conducted to explore expansion or relocation options, providing cost estimates to guide funding efforts.

Waite Park Public Safety Sales Tax

The city sought legislative approval for a ½ percent sales tax to fund public safety facility improvements. Given that 80% of local sales tax revenue comes from non-residents (who also make up 80% of arrests) the proposal was attractive. After two legislative sessions, approval was granted in 2021, allowing the referendum to appear on the November 2022 ballot. Voters approved the measure, with a funding cap of \$20 million. Sales tax collection began in April 2023, allowing the city to begin planning facility improvements.

Facility Needs Assessment

In 2023, the city hired BKV, a firm specializing in public safety facilities, to evaluate location options. The assessment reviewed space needs for the police, fire, and city administration departments, considering potential shared spaces and future expansion. Each department's needs were identified based on stand-alone facilities, with further site evaluations ongoing.

Public Safety Facility Site Selection

Three locations were considered for the new facility:

1. **City Hall site (19 13th Ave N)** – Most cost-effective, allowing shared spaces and reducing costs.
Estimated cost: **\$25.1M–\$29.9M**
2. **Former Public Works site (602 3rd St S)** – Higher cost at **\$29M–\$34M**
3. **BioLife site (near The Ledge Amphitheater)** – Higher cost, less efficient

City Hall was selected as the best option due to affordability, operational efficiency, and lower renovation costs. By co-locating the police, fire, and city administration departments, the city can save approximately 8,850 square feet through shared spaces.

Planning & Design Phase

The city is finalizing plans, reviewing site conditions, engineering, and interior layout to ensure efficiency and cost-effectiveness. A **Construction Manager at Risk (Cmar)** was hired to oversee the project, improving cost control and collaboration with architects and engineers. After a competitive selection process, **Bradbury Stamm** was chosen in summer 2024.

Proposed Concept Plans

The city's plan to renovate and expand City Hall is guided by needs assessments for the administration, fire, and police departments. Key goals include providing 20-year operational space for public safety and administration, addressing deferred maintenance, and enhancing firefighter health with new decontamination spaces. To accomplish the following summarizes the improvements:

- The north side of City Hall will be expanded to accommodate a new police department, with a basement connected to the existing one.
- On the east side, a large multi-purpose room will be added for meetings, with a new entrance on the north side.
- The expansion will extend into Community Park, with efforts to preserve the park's character.
- Inside, former police department spaces will be renovated for administrative and fire department needs, while the senior center and EOC room will remain in their current locations.

Cost and Funding

The estimated project cost is \$28.8 million, funded by a \$20 million sales tax referendum approved by voters in 2022 for public safety improvements. The remainder will be covered by a capital improvement bond, with no increase in property taxes, as a current bond is being retired.

At the May 5th city council meeting, the city council authorized the sale of \$29,925,000 general obligation bonds. The proceeds of these bonds will be used to finance the construction and equipment for the Public Safety and City Hall expansion project. The city will use sales tax revenues and ad valorem taxes to pay the bonds. The bond will be in effect from 2026 to 2050.

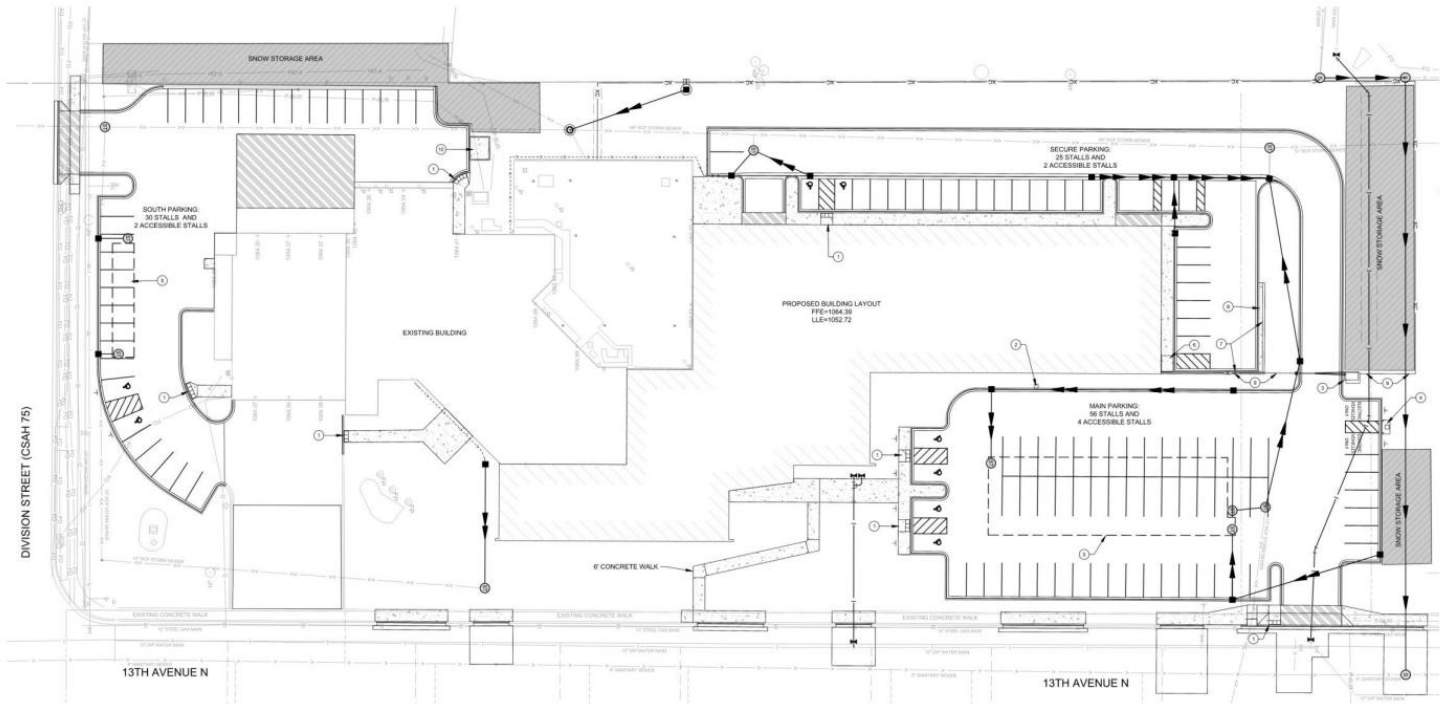
Award of Bid Package #1 for Project

Bradbury Stamm is the CMaR contractor for the project. As part of their work, they took bids on the first package of the project and the city council approved Bid Package #1 at their May 19th city council meeting. This bid package included selective demolition, building and site concrete, architectural precast concrete panels and structural precast concrete plank, beams & columns, earthwork, asphalt paving and site utilities. The guaranteed maximum price proposal for Bid Package #1 was \$4,592,857, which is roughly 7% less than the design development budget. Bid Package #2 (majority of the remaining project) will be coming to council late July. An additional smaller package #3 may be considered later in the fall of 2025 or early 2026.

Groundbreaking for Project

The city has scheduled Monday, June 16th at 4:30 PM at the city hall site located at 19 13th Avenue North in Waite Park.

Proposed Site and Concept Plans



PARKING SUMMARY		
	EXISTING	PROPOSED
OFF-STREET	67 STALLS	1111 STALLS
INDOOR (POLICE)	0	36 STALLS
TOTAL:	67 STALLS	147 STALLS

SITE PLAN



AERIAL VIEW



PUBLIC ENTRY & ADDITION

City of Waite Park | Public Safety & City Hall Renovation

BKV GROUP | February 03, 2025

