

City of Saint Paul Multi-Year Facilities Management Blueprint

November 16, 2011

Introduction

The City has about 3.1 million square feet of building area of which nearly 0.5 million square feet is used for storage, warehousing and maintenance. The Administration has directed City staff to draft a multi-year, City-wide facilities management plan to help guide the decision-making process for improving the City's facility space use as part of the 2012 Council Budget review. This plan establishes:

- A. Key Goals
- B. Scope of Work – Initial Steps to Develop the Plan
- C. Summary of OFS/Real Estate Discussions with Departments
- D. Projects Over the Next 3 Years
- E. Preliminary Schedule
- F. Attachments

EXECUTIVE SUMMARY

The plan identifies several city-wide facilities goals, specific projects, and potential facility studies. These projects address existing building obsolescence or pending lease expirations (impound lots, public works facility and shooting range), facility co-location opportunities (shared east-side maintenance and shared public safety facilities) and improved service needs.

A. Key Goals of Plan

- 1. Dispose of physically exhausted, functionally obsolete city-owned buildings
- 2. Address the maintenance and storage needs of city departments through strategic co-location or consolidation of department operations in city-owned facility space
- 3. Achieve improved service delivery, cost savings and/or operational efficiencies
- 4. Proactively plan for pending lease expirations or forced re-locations

B. Scope of Work – Initial Steps to Develop the Plan

- 1. Create a map and inventory list showing all city-owned facilities. Identify facilities by department/office. **DONE**

2. Inventory all facility acquisition or improvement projects in the CIB funding pipeline. Interview the affected departments for their input.
3. Identify space needs of the departments. **DONE**
4. Determine the cost of meeting the space needs under the traditional CIB procurement approach (e.g., bond funding for acquisition, new construction)
5. Identify facilities that departments can or should dispose of (i.e., by demolition, sale or lease). Determine resale value . **DONE**
6. Determine prime locations for possible new acquisitions and/or new construction to meet department space needs. **DONE**
7. Employ the services of a real estate broker to actively look for existing facilities that can meet departments' space needs **DONE**
8. Determine the cost of meeting space needs (i.e., lease or purchase) under the new procurement approach of acquiring existing properties in the marketplace.
9. Compare costs of:
 - a. Improving existing facilities for continued use
 - b. Constructing new facilities
 - c. Purchasing existing facilities available on the real estate market

Include estimated proceeds (if any) of city facilities that may be sold in the next few years

10. Establish a "procurement administrative process":
 - a. Select property(ies) for purchase that meet(s) functional and financial tests
 - b. OFS/Real Estate, OFS Director and Deputy Mayor recommend purchase
 - c. Provide authority to act quickly to seize the moment to make offers on property available in the marketplace
 - d. Develop a financing strategy:
 - i. Determine costs to be financed – acquisition debt service, build out, annual operations and maintenance
 - ii. Allocate costs among property users via annual lease payments based on square footage occupied by each user (e.g., City Hall Annex)

C. Summary of OFS/Real Estate Discussions with Departments

In mid-October and early November, city finance and real estate staff met with representatives of Fire, Libraries, Parks & Recreation, Police and Public Works to discuss

surplus facilities and their short-term and long-term facility needs. Based on these discussions and on the reports prepared by the departments (see Exhibit C), OFS Finance and OFS Real Estate discovered two key facts:

- Several city-owned buildings are functionally obsolete and/or being used for other purposes than originally designed. These buildings are candidates for demolition or sale after current functions/storage are relocated:

Fire

- 1) Old fire station #24 (E. 7th/Flandrau)
- 2) Old fire station #1 (W. 7th)
- 3) Old fire station #10 (Randolph)

Parks

- 5) 85 Water Street Maintenance Facility
- 6) Mounds Park Maintenance Facility
- 7) Pierce Butler Maintenance Facility

Public Works

- 8) 689 Pierce Butler Bridge Maintenance Facility
- 9) 388 Como Street Maintenance Facility

Police

- 10) Western District Facility at Edgumbe and Montreal

- Several acquisition, renovation and construction projects will be needed system-wide over the next 3-5 years. These projects will address the most pressing space and operations needs, and potentially offer opportunities for inter-departmental and inter-agency cooperation and co-location.

Inter-Departmental Projects of Note

1. City Impound Lots (Barge Channel Road and State Fairgrounds)

Need: Both locations are under lease, with 4 years remaining at Barge Channel and 2 years remaining at the fairgrounds site. There is a need to secure 20+ acres of land in one or two locations with a long-term commitment (30+ years) to support Public Works snow emergency services and Police parking enforcement operations. Finding other large, well-located sites to replace the current sites would be extremely challenging and costly.

Recommendation: The City should begin negotiating with the current property owners (St. Paul Port Authority and Minn. State Fair) to either purchase the existing sites or secure long-term leases with options to purchase.

Key Goal Achieved: Pending lease expirations

Potential Cost: Lease Option: To be negotiated

Purchase Option: \$2-4 million

2. East Side Maintenance Facility – Parks & Recreation and Public Works

Need: Parks & Recreation currently provides maintenance services to its east side facilities from its Mounds Park and Phalen Park maintenance buildings. Both are inadequate to meet the operations needs of the department. Park & Recreation also provides maintenance to Harriet Island, Lilydale Park and the city’s east side from its 85 Water Street location, which also is inadequate, functionally obsolete and unsafe. Public Works has no maintenance facility on the east side of the city. The State acquired the department’s “salt storage” facility at 5th and Kittson in 2010.

Recommendation: Identify an existing 2- or 3-acre site on the east side of the city with indoor maintenance/storage space and outdoor storage space for both departments. Use a real estate broker to search for listed properties. With this facility in place, the Mounds Park building could be demolished to make the entire site available for community use. The Phalen Park site could be used for golf course maintenance only. If a new east side facility were found close to downtown, the 85 Water Street location could be demolished and the site converted to for Harriet Island visitor parking.

Key Goal Achieved: Obsolete building disposal and co-location of services

Potential Cost: Option 1: Purchase land/building, renovate existing building – \$2 million+

Option 2: Purchase land/building, demolish, construct new – \$3-5 million

3. Shared Vehicle Maintenance, Training and Equipment Storage Facility – Fire and Police

Need: Fire and Police currently maintain their vehicles and specialized equipment at the city’s Energy Park Drive location (aka Public Safety Garage, Fire Dept. West Campus). The maintenance buildings are nearing the end of their physical and functional life. Fire conducts outdoor training at its “burn building” and provides indoor training in four small, 1950’s portable classrooms. Fire also stores reserve apparatus on the site, many of which must be kept outdoors due to lack of covered space that would prolong the life of the equipment.

Recommendation: Develop a master plan for the Energy Park site to address maintenance of police and fire emergency vehicles, training, communications services (radio shop) and covered vehicle storage needs. Co-location of these operations into a new multi-purpose facility (or facilities) would provide several important benefits, including:

- Relocation of vital communications, hazardous materials, generators, specialty vehicles and other equipment stored at other locations. At least two old fire stations would be freed up for disposal.
- Relocation of training functions from other locations. At least two additional old fire stations would be freed up for disposal.
- Co-location of the Police radio shop with police and fire emergency vehicle maintenance would create operational efficiencies (one-stop shop). It would also provide a new location for the radio shop when the Public Safety Annex is closed.
- Inefficient maintenance and classroom facilities would be replaced with more functional space to meet the training needs of Fire and possibly benefit Police and Public Works.
- No additional land acquisition would be required.

Key Goal Achieved: Obsolete building disposal and co-location of services

Potential Cost: \$15-20 million (renovation and new construction)

Upcoming Department Specific Studies

4. Public Works Facility at Dale Street Campus Study

Need: Enclosed storage space is currently needed for snow plow trucks, street sweepers and other heavy equipment. In the next few years the bridge maintenance facility at 689 Pierce Butler and the street maintenance storage area at 388 Como will be forced to move from their current temporary locations with the extension of Pierce Butler Route. Street Maintenance and Traffic Operations buildings will eventually become obsolete.

Recommendation: Develop a long-range master plan for the Dale Street Campus to address the immediate and mid-term needs of the department. Consolidation of department operations into a new multi-purpose facility (or facilities) would provide several important benefits, including:

- Relocation of bridge and street maintenance operations
- Covered fleet storage
- Improved training facilities
- Creation of a central customer service office
- Improved organization of outdoor material storage, employee parking and vehicle flow.

To maximize the site, some property acquisition along the west side of Dale Street would be needed.

Key Goal Achieved: Plan for pending displacement from existing location

Potential Cost: \$15-20 million

5. Parking Facility with Additional Specialized Police Operations Study

Need: The Police Headquarters facility (Griffin Building) currently meets operational needs, but parking for HQ, Central District and emergency management personnel is grossly inadequate. The current 299-space parking lot and additional street parking area are overflowing, and few spaces are available for the general public.

Recommendation: Engage in discussions with Ramsey County to determine if a joint parking structure could be built on or adjacent to the city/county Law Enforcement Center campus to accommodate parking needs for both city and county law enforcement personnel.

A significant added benefit could be to design the parking structure to house other Police operations that eventually will be displaced from the Public Safety Annex (i.e., communications services, building maintenance/storage, defensive tactics and training classrooms and the indoor shooting range).

Key Goal Achieved: Improved service delivery

Potential Cost: \$6-10 million

6. Indoor Shooting Range Study

Need: This facility is likely to be displaced from the Public Safety Annex in the next couple years. The department needs access to or ownership of an indoor shooting range to provide required training to sworn personnel throughout the year. Other local, state and federal agencies that contract with the City for its existing facility could do so at a new facility as well.

Recommendation: The following options have been identified and would require further analysis:

- Option 1: construct a new shooting range in a city facility, such as a parking structure noted in #5 above
- Option 2: contract with Ramsey and Washington Counties to use the LEC firing range
- Option 3: construct a new shooting range and defensive tactics training and classroom facility at the outdoor shooting range in Maplewood.

Key Goal Achieved: Plan for pending displacement from existing location

Potential Cost: Option 1: \$1 million
 Option 2: To be negotiated
 Option 3: \$2-5 million (depending on scope)

D. Projects Over Next 3 Years

1. RiverPrint – Relocate December 1, 2011.
Potential site: RCGC-East
2. Eastside Maintenance Facility – Search for an existing property is currently underway. Consider a multi-department facility for Parks and Public Works. Dispose of Parks’ 85 W. Water Street, Mounds Park and Phalen Park maintenance sites. Dispose of Public Works’ temporary bridge maintenance building at Pierce Butler Road.
3. Police Impound Lot – Main Lease expires in 2015. Find a new 20-acre site or renew lease or acquire with Port Authority

Snow lot expires in 2012. It is available for the winter 2011/12 towing. Port has entered into a contract to sale the property to a local business. Due diligence is under way by the parties. The Port will be doing testing during the winter of 2011/12 on the site. *This may require the city to find another location in 2012 for the 2012/13 winter.*

4. DSI/Animal control – Relocate or co-locate with existing Parks facility, or replace building
5. Public Safety Annex Operations – By 2013 relocate radio shop, indoor shooting range and under cover storage area.

E. Preliminary Schedule

Sept 15	DOD briefing on the Project
Oct 3- 11	Initial department meetings (Police, Fire, PW, Parks, Libraries, DSI), with OFS/Real Estate and OFS Budget Analyst
October 17	Field trip with Deputy Mayor, Alexandra Iverson, OFS Director and OFS RE
October 28	Departments send their findings to RE
November 3	Departments meet with RE to review their plans
November 14	Field trip with CP Kathy Lantry, OFS Director and OFS RE
November 16	OFS Presentation to City Council as part of 2012 Budget review of the Multi-Year Facilities Plan

F. Attachments

Exhibit **A** - Citywide Map, Individual Department Maps and Inventory List of current city-owned buildings (address, common name, current use, building square footage)

Exhibit **B** - Map and Inventory List of Maintenance Related Buildings

Exhibit **C** - Individual Department Priorities and Comments

Public Works

Parks & Recreation

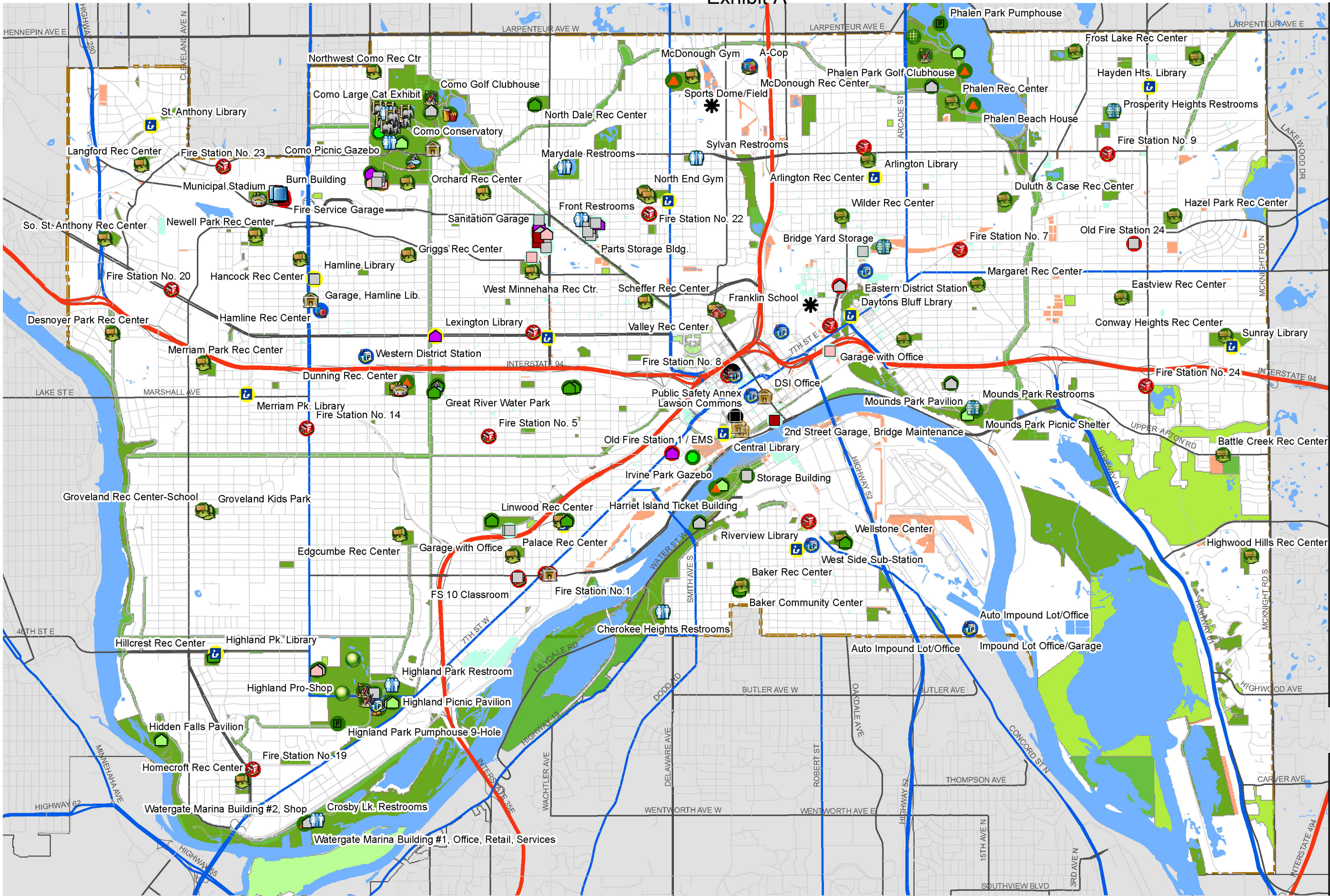
Libraries

Police

Fire & Safety

Exhibit **D** - OFS RE Space Needs Matrix

Exhibit A



- ### City Facilities, General Uses
- Library
 - Library, Office, Public Services
 - Office Building
 - Office, Support Services, Storage
 - Office, Public Services
 - Community Center
 - Recreation Center
 - Activity Center, Office, Restroom
 - Golf Clubhouse
 - Golf Support
 - Pool
 - Pavilion
 - Pavilion, Restaurant
 - Restroom
 - Gazebo
 - Picnic Shelter
 - Zoo Attraction
 - Zoo Attraction, Office
 - Zoo Support
 - Fire Station
 - Training
 - Office, Police Team, Support Services
 - Police Support
 - Police Team
 - Police Team, Office, Garage
 - Police Team, Training, Garage
 - Pumphouse
 - School
 - Stadium
 - Garage, Office, Storage
 - Field Office, Storage
 - Storage, Garage
 - Support Services, Storage
 - Support Services, Office, Storage
 - Commercial/Retail Leasable
 - Vacant

- ### Facilities By Dept. & City Prop.
- OFS/Real Estate
 - Public Works
 - Public Libraries
 - DSI
 - Parks
 - Police
 - Fire and Safety
 - PED
 - Saint Paul HRA
 - City of Saint Paul



Exhibit A

City RE Assets/Building Inventory - By Department

Wednesday, September 28, 2011

Dept.	Bldg No.	Building Name	Address	SF	Year Built	General Use	2nd Use	3rd Use
OFS	10020	City Hall Annex	25 4th St W	84,000	1930	Office		
OFS	10033	City Hall/Courthouse	15 Kellogg Blvd W	100,000		Office		
Count	2	OFS/RE Total SF		184,000				
PW	20221	Bridge Yard Storage	811 Payne Ave.	58,270		Storage		
PW	20319	Sewer Maintenance Office/Garage	419 Burges St.	18,085		Office	Garage	Storage
PW	20322	Sewer Maint. Storage Building	434 Stinson St	3,200		Storage		
PW	20324	Sewer Maint. Storage Bld. #2	434 Stinson St.	2,400	2008	Storage	Garage	
PW	20402	Pole Barn, Asphalt Storage	456 Burges Street	6,500		Storage		
PW	20403	Asphalt Paving Office	456 Burgess St	1,897	1934	Office		
PW	20404	Parts Storage Bldg.	445 Topping St.	3,500	1956	Storage		
PW	20405	Tool Storage Bldg.	451 Burgess St.	1,792	1956	Storage		
PW	20408	Heavy Equipment Storage	451 Burgess St.	7,000	1956	Storage		
PW	20409	Street Maintenance Admin. Bldg/Garage.	873 Dale St. N.	12,897	1971	Office	Garage	
PW	20412	Salt Storage Bldg. #1	510 5th St E	1,950	1995	Storage		
PW	20413	Salt Storage Bldg. #2	310 Victoria St. S	2,490	1971	Storage		
PW	20414	Garage with Office	510 5th St E.	1,600		Storage	Field Office	
PW	20415	Garage with Office	310 Victoria St. S	1,600		Storage		
PW	20416	Salt Storage Bldg. #3	839 Dale St. N.	4,800	1987	Storage		
PW	20417	Sanitation Garage	887 Dale St. N.	16,053	1955	Garage		
PW	20418	2nd Street Garage, Bridge Maintenance	131 2nd St. E.	13,832		Garage	Storage	
PW	20423	Street Maintenance, South Garage	871 Dale St. N.	16,240		Garage		
PW	20424	Salt Storage Bldg. #4	839 Dale St. N.	14,083	1987	Storage		
PW	20425	Bridge Maint. Office/Storage	689 Pierce Butler Rt.	11,120		Field Office	Storage	
PW	20520	Traffic Operations Building	899 Dale St. N.	57,885	1971	Office	Support Services	Storage
PW	20521	Traffic Operations, Butler Bldg	889 Dale St. N.	14,400	1968	Storage		
PW	20606	Dale St. Service Station	889 Dale St. N.	10,603	1968	Support Services		
PW	20607	Street Maintenance, North Garage, Truck Dispatching	877 Dale St. N.	28,200	1958	Garage		
PW	20610	Municipal Garage	891 Dale St. N.	84,864	1985	Support Services	Office	Garage
Count	25	PW Total SF		395,261				
SPPL	31001	Central Library	90 4th St W	87,812	1916	Library	Office	
SPPL	31002	Arlington Hills Library	1105 Greenbrier St.	6,400	1917	Library		
SPPL	31002	Arlington Hills Garage	1105 Greenbrier St.	240		Storage		
SPPL	31003	Hamline Midway Library	1558 Minnehaha Ave W	7,580	1930	Library		
SPPL	31003	Hamline Midway Garage,	1558 Minnehaha Ave W	260		Storage		
SPPL	31004	Hayden Heights Library	1456 White Bear Ave	12,544	1978	Library		
SPPL	31005	Highland Park Library	1974 Ford Pkwy	17,390	1993	Library		
SPPL	31006	Lexington Garage	1080 University Ave	19,901	1940	Office	Garage	Storage
SPPL	31007	Merriam Park Library	1831 Marshall Ave	10,711	1993	Library		
SPPL	31008	Rice Street Library	1011 Rice Street	12,513	2002	Library		
SPPL	31009	Riverview Library	1 George St E	7,632	1917	Library		
SPPL	31010	St. Anthony Park Library	2245 Como Ave	7,100	1912	Library		
SPPL	31011	Sun Ray Library	2105 Wilson Ave	11,900	1970	Library		
SPPL	31011	Materials Management Center	2109 Wilson Ave.	6,300	2000	Support Services		
SPPL	31012	West Seventh Library (Leased)	265 Oneida St	784	1984	Library		
SPPL	31045	Rondo - Community Outreach Library	461 Dale St N	59,884	2006	Library	Public Services	
SPPL	31065	Dayton's Bluff Library (Leased)	645 7th St E	6,664	2004	Library		
Count	17	SPPL Total SF		275,615				
DSI	32002	Animal Control Center	1285 Jessamine Ave	8,800	1969	Office	Public Services	
DSI	32100	DSI Office	375 Jackson Ste 220	26,194		Office		
Count	2	DSI Total SF		34,994				

Exhibit A

City RE Assets/Building Inventory - By Department

Wednesday, September 28, 2011

Dept.	Bldg No.	Building Name	Address	SF	Year Built	General Use	2nd Use	3rd Use
P&R	33002	Arlington Rec Center	665 Rose St. E	6,074	1972	Recreation Center		
P&R	33003	Baker Rec Center, Annex	670 Waseca St.	3,108	1938	Recreation Center		
P&R	33004	Battle Creek Rec Center	2076 Upper Afton Rd	22,113	1999	Recreation Center		
P&R	33007	Conway Heights Rec Center	2090 Conway Ave	19,500	1990	Recreation Center		
P&R	33008	Dayton's Bluff Rec Center	790 Conway Ave	24,090	1993	Recreation Center		
P&R	33009	Desnoyer Park Rec Center	497 Pelham Blvd.	2,368	1975	Recreation Center		
P&R	33010	Dunning Rec. Center	1221 Marshall Ave.	9,716	2000	Recreation Center		
P&R	33011	Duluth & Case Rec Center	1020 Duluth St.	8,025	1977	Recreation Center		
P&R	33012	Eastview Rec Center	1675 5th St. E.	6,380	1980	Recreation Center		
P&R	33013	Edgumbe Rec Center	320 Griggs St.	16,959	1986	Recreation Center		
P&R	33014	El Rio Vista Rec Center	179 Robie St. E	-	2005	Recreation Center		
P&R	33015	Front Restrooms	485 Stinson St.	875	2010	Restroom		
P&R	33016	Frost Lake Rec Center	1500 E. Idaho Ave	9,753	1973	Recreation Center		
P&R	33017	Griggs Rec Center	1188 Hubbard Ave.	1,870	1957	Recreation Center		
P&R	33018	Groveland Rec Center-School	2045 St. Clair Ave.	16,985	1980	Recreation Center		
P&R	33019	Hamline Rec Center	1564 Lafond	3,145		Office		
P&R	33020	Hayden Heights Rec Center	1965 Hoyt Ave E	9,578	1983	Recreation Center		
P&R	33021	Hazel Park Rec Center	919 Hazel Ave. N.	5,845	1997	Recreation Center		
P&R	33022	Parks SW Maintenance Facility	864 Snelling Ave. S.	11,000	2003	Support Services	Office	Storage
P&R	33023	Hillcrest Rec Center	1978 Ford Parkway	21,025	1993	Community Center		
P&R	33024	Homecroft Rec Center	1845 Sheridan Ave.	10,595	1979	Recreation Center		
P&R	33026	Langford Rec Center	30 Langford Park	7,868	1987	Recreation Center		
P&R	33027	Linwood Rec Center	860 St. Clair	20,900	1991	Community Center		
P&R	33028	McDonough Gym	1544 Timberlake Rd.	6,338	1997	Recreation Center		
P&R	33029	McMurray Field Rec Building	1155 Jessamine	1,695	1997	Recreation Center		
P&R	33030	Margaret Rec Center	1109 Margaret St.	6,472	1982	Recreation Center		
P&R	33031	Martin Luther King - Rec Center	271 Mackubin St	45,882	1970	Community Center		
P&R	33032	Merriam Park Rec Center	2000 St. Anthony Ave.	21,543	1991	Recreation Center		
P&R	33033	Mounds Park Maintenance Bldg.	279 Cypress St.	3,600	1969	Support Services	Storage	
P&R	33034	Newell Park Rec Center	900 Fairview Ave. N	2,275	1992	Recreation Center		
P&R	33035	North Dale Rec Center	1414 St. Albans St.	28,032	2003	Community Center		
P&R	33036	Northwest Como Rec Ctr	1557 Huron St.	3,705	1975	Recreation Center		
P&R	33037	Orchard Rec Center	875 Orchard Ave.	7,565	1977	Recreation Center		
P&R	33038	Jimmy Lee Rec Center (GRWP)	270 Lexington Ave	-	2008	Community Center		
P&R	33039	Palace Rec Center	781 Palace Ave.	8,316	1974	Recreation Center		
P&R	33040	Phalen Rec Center	1000 Wheelock Pkwy E	6,732	1975	Recreation Center		
P&R	33041	Prosperity Heights Restrooms	1371 Kennard St.	875	2010	Restroom		
P&R	33042	North End Gym	1021 Marion St.	70,000		Recreation Center		
P&R	33042	Rice & Lawson Rec Center	1021 Marion St.	26,983	1978	Recreation Center		
P&R	33044	West 7th Multi-Service Center	265 Oneida St.	24,541	1984	Community Center		
P&R	33044	St. Clair Rec Center	265 Oneida St.	5,401	1984	Recreation Center		
P&R	33045	Scheffer Rec Center	237 Thomas Ave.	6,074	1973	Recreation Center		
P&R	33046	So. St. Anthony Rec Center	890 Cromwell Ave	9,800	1977	Recreation Center		
P&R	33047	Sylvan Restrooms	1185 Sylvan St.	875	2010	Restroom		
P&R	33048	Valley Rec Center	690 Jackson St.	6,803	1995	Recreation Center		
P&R	33049	Highland Golf Maint. Bldg.	1550 Boland St.	2,887	1961	Support Services		
P&R	33050	West Minnehaha Rec Ctr.	685 Minnehaha Ave W.	10,906	1984	Recreation Center		
P&R	33051	Wilder Rec Center	958 Jessie St.	16,282	1983	Recreation Center		
P&R	33054	Como Lakeside Pavilion	1339 Lexington Pkwy N	23,572	1987	Pavilion	Restaurant	
P&R	33055	Rice & Arlington Rec Ctr	50 Montana Ave. W	2,430		Recreation Center		
P&R	33057	Central Service Facility	1100 Hamline Ave. N.	45,280	1982	Support Services	Office	Garage
P&R	33058	Como Main Zoo Bldg	1230 Kaufman Dr.	10,862	1936	Office		
P&R	33059	Como Conservatory	1225 Estabrook Dr	48,317	1979	Zoo Attraction		
P&R	33064	Crosby Lk. Restrooms	2400 Crosby Farm Rd.	1,122	1989	Restroom		

Exhibit A

City RE Assets/Building Inventory - By Department

Wednesday, September 28, 2011

Dept.	Bldg No.	Building Name	Address	SF	Year Built	General Use	2nd Use	3rd Use
P&R	33066	Harriet Island Pavilion	200 Dr. Justus Ohage Blvd.	8,784	1999	Pavilion		
P&R	33067	Hidden Falls Pavilion	Mississippi Riv Blvd E	572	1975	Pavilion		
P&R	33071	Highwood Hills Rec Center	2188 Londin Lane	14,997	1974	Recreation Center		
P&R	33073	Marydale Restrooms	1120 Dale St N	520	1992	Restroom		
P&R	33075	Great River Water Park	270 Lexington Ave	-	2007	Pool		
P&R	33095	Watergate Marina Building #2, Shop	2500 Crosby Farm Rd	5,080		Support Services	Garage	
P&R	33096	Watergate Marina Building #1, Office, Retail, Services	2500 Crosby Farm Rd	8,617	1988	Activity Center	Office	Restroom
P&R	33104	Baker Community Center	209 Page St. W	11,435	1979	Community Center		
P&R	33105	Groveland Kids Park	1961 St. Clair Ave.	1,920	1957	Recreation Center		
P&R	33110	Irvine Park Gazebo	242 Ryan Ave	218		Gazebo		
P&R	33178	Como Streetcar Museum	1224 Lexington Pkwy N	2,754	2000	Office		
P&R	33180	Municipal Stadium	1771 Energy Park Dr	24,758	1982	Stadium		
P&R	33202	Como Park Forestry Maintenance Building	1120 Hamline Ave. N.	16,210		Office	Storage	
P&R	33203	Parks New Garage	1295 Jessamine Ave W	10,260	1994	Storage	Garage	
P&R	33204	Como Park Operations Yellow Shed	1291 Jessamine Ave W	2,200	1995	Storage		
P&R	33205	Como Park Operations Oil and Gas Shed	1307 Jessamine Ave W	5,580		Storage		
P&R	33207	Como Park Restrooms	1200 Midway Parkway	815	1998	Restroom		
P&R	33208	Como Park Pavilion	1199 Midway Parkway	7,512	1998	Pavilion		
P&R	33208	Como Picnic Pavilion Restroom	1199 Midway Parkway	1,608	1998	Restroom		
P&R	33211	Como Golf Maintenance Bldg.	1387 Lexington Pkwy N	3,099	1961	Support Services		
P&R	33212	Como Golf Clubhouse	1431 Lexington Pkwy N	10,870	1987	Golf Clubhouse		
P&R	33216	Como Park Swimming Pool	1156 Horton Ave	-		Pool		
P&R	33223	Como Picnic Gazebo	12xx Midway Parkway	1,025	1998	Gazebo		
P&R	33224	Como Amusement Area	1301 Midway Parkway	3,000		Zoo Attraction		
P&R	33225	Como Marine Mammal Exhibit	1282 Kaufman Dr.	11,616	1982	Zoo Attraction		
P&R	33230	Como Old Hoof Stock Barn	1225 Estabrook Dr.	4,130	1937	Zoo Attraction		
P&R	33232	Como Large Cat Exhibit	1361 Kaufman Dr.	16,580	1981	Zoo Attraction		
P&R	33233	Como Primate Exhibit	1275 Midway Parkway	18,540	1984	Zoo Attraction		
P&R	33234	Como Mill House	1246 Kaufman Dr.	616	1985	Zoo Attraction		
P&R	33244	Como Zoo Restroom	1270 Kaufman Dr.	880	1996	Restroom		
P&R	33245	Highland Picnic Pavilion	1200 Montreal Ave	6,727	1956	Pavilion		
P&R	33246	Highland Booya Building	1200 Montreal Ave	796	1956	Pavilion		
P&R	33248	Highland Pk. Swimming Pool	1840 Edgcumbe Rd. W	9,043	1976	Pool		
P&R	33249	Highland Bath House - Old Pool Building	1259 Montreal Ave.	1,500	1937	Storage		
P&R	33250	Highland Park Pumphouse 9-Hole	Edgcumbe Rd. & Lower St. Dennis	156		Pumphouse		
P&R	33251	Highland Pk 9-Hole Clubhouse	1797 Edgcumbe Rd. W	989	1971	Golf Clubhouse		
P&R	33252	Highland Pk 18-Hole Clubhouse	1403 Montreal Ave	4,000	1925	Golf Clubhouse		
P&R	33253	Highland Golf Concession Stand	835 Hamline Ave S	360	1961	Golf Support		
P&R	33254	Highland Driving Range Office	1403 Montreal Ave	894	1968	Golf Support		
P&R	33260	Phalen Park Maintenance Shop	995 W. Wheelock Pkwy	5,466	1973	Support Services		
P&R	33261	Phalen Park Golf Clubhouse	1615 Phalen Dr	16,983	1977	Golf Clubhouse		
P&R	33262	Phalen Park Picnic Pavilion	1600 Phalen Drive	9,054	1976	Pavilion		
P&R	33263	Phalen Park Lakeside Activity Center	1530 Phalen Dr	4,268	1976	Activity Center		
P&R	33264	Phalen Beach House	1400 Phalen Dr	3,713	1976	Activity Center	Restroom	
P&R	33265	Phalen Park Pumphouse	1650 Phalen Drive	50		Pumphouse		
P&R	33266	Phalen Golf Concession Stand	1500 Arcade St	360	1961	Golf Support		
P&R	33276	Dunning Field Athletic Bldg.	1188 Concordia Ave	2,032	1982	Activity Center		
P&R	33277	Dunning Baseball Stadium	1230 Marshall Ave.	4,000	2000	Stadium		
P&R	33278	Como Bird Yard	1246 Kaufman Dr.	726	1985	Zoo Attraction		
P&R	33284	McDonough Rec Center	1546 Timberlake Rd.	1,479	1951	Recreation Center		
P&R	33287	Mounds Park Restrooms	1056 Thorn St.	515	1992	Restroom		
P&R	33288	Mounds Park Pavilion	1075 Mounds Blvd	2,186		Pavilion		
P&R	33289	Como Hoof Stock Building, New	1225 Estabrook Dr.	22,132	1987	Zoo Attraction		
P&R	33290	Cherokee Heights Restrooms	777 Chippewa St.	1,440	1984	Restroom		
P&R	33293	Hancock Rec Center	1610 Hubbard Ave	7,800	1987	Recreation Center		

Exhibit A

City RE Assets/Building Inventory - By Department

Wednesday, September 28, 2011

Dept.	Bldg No.	Building Name	Address	SF	Year Built	General Use	2nd Use	3rd Use
P&R	33327	Storage Building	85 Water St W	10,620		Storage		
P&R	33334	Como Golf Maintenance Storage	1385 Lexington Pkwy. N	2,208		Golf Support		
P&R	33771	Como Tea House	1253 Kaufman Dr.	460		Zoo Attraction		
P&R	33772	Como Park Visitor/Education Center Building	1225 Estabrook Dr	35,000	2005	Zoo Attraction	Office	
P&R	33773	Harriet Island Ticket Building	3 Water Street	2,000	1999	Activity Center		
P&R	33774	Wellstone Center	179 Robie St. E	102,226	2006	Community Center		
P&R	33775	Sports Dome/Field	1500 Rice Street	101,000	1997	Activity Center		
P&R	33775	Municipal Athletics Office	1500 Rice Street	10,409	1997	Activity Center	Office	
P&R	33778	North End Teen Center	1022 Merion St.	7,820		Recreation Center		
P&R	33781	Martin Luther King Community Center	270 Kent St. N	67,047		Community Center		
P&R	33782	Oxford Community (Verify SF)	270 Lexington Ave.	50,500		Community Center		
P&R	33783	Harriet Island Marina Building	3 Water St.	1,580		Support Services		
P&R	33784	Eastview Heritage Park Restroom	735 Phalen Blvd	1,100		Restroom		
P&R	33785	Franklin School	690 Jackson St.	69,182		School		
P&R	33901	Cafesjian's Carousel Pavilion	1245 Midway Pkwy	5,530		Zoo Attraction		
P&R	33902	Highland Park Restroom	1820 Edgcumbe Rd.	1,000	2008	Restroom		
P&R	33903	Mounds Park Picnic Shelter	1085 Mounds Blvd	4,000		Picnic Shelter		
P&R	33904	Como Mini Golf	1204 Midway Parkway	184	1995	Zoo Attraction		
P&R	33905	Alden Square Picnic Shelter	1169 Gibbs Ave	462	1994	Picnic Shelter		
P&R	33906	Aldine Park Picnic Shelter	1717 Iglehart Ave	633	1989	Picnic Shelter		
P&R	33907	Battle Creek Rec Center Picnic Shelter	75 Winthrop St S	800	1999	Picnic Shelter		
P&R	33908	Cherokee Park Large Picnic Shelter	700 Cherokee Heights Blvd	1,260	1978	Picnic Shelter		
P&R	33909	Cherokee Park Small Picnic Shelter	810 Cherokee Heights Blvd	660	1978	Picnic Shelter		
P&R	33910	Cochran Park Stone Shelter	375 Summit Ave	80	1993	Other		
P&R	33911	Como Park Golf Restroom/Shelter	1325 Aida Pl	166	1995	Restroom		
P&R	33912	Como Park McMurray Athletic Fields Support Building	1199 Jessamine Ave W	320	1997	Activity Center		
P&R	33913	Como Park Operations Brown Garage	1285 Jessamine Ave W	6,092	1953	Storage		
P&R	33914	Como Park Operations Carpenter Area	1100 Hamline Ave N	378	1994	Support Services		
P&R	33915	Como Park Operations, Painters Shed 1	1100 Hamline Ave N	660	1995	Storage		
P&R	33916	Como Park Operations, Painters Shed 2	1100 Hamline Ave N	418	1995	Storage		
P&R	33917	Como Park Operations, Open Air Shed	1100 Hamline Ave N	430	1995	Storage		
P&R	33918	Como Zoo Animal Support Building	1315 Kaufman Dr	7,685	2002	Zoo Support		
P&R	33919	Como Zoo Polar Bear Bathroom	1294 Kaufman Dr	600	2010	Restroom		
P&R	33920	Como Zoo Polar Bear Lodge	1292 Kaufman Dr	1,000	2010	Zoo Attraction		
P&R	33921	Como Zoo Life Support Building	1288 Kaufman Dr	3,500	2010	Zoo Support		
P&R	33922	Como Zoo Polar Bear Outpost	1284 Kaufman Dr	5,400	2010	Zoo Attraction		
P&R	33923	Como Zoo Zooper Food	1287 Kaufman Dr	1,500	2002	Zoo Support		
P&R	33924	Como Zoo Fish House	1274 Kaufman Dr	210		Zoo Attraction		
P&R	33925	Como Zoo Seal Island	1266 Kaufman Dr	10,500	1982	Zoo Attraction		
P&R	33926	Como Zoo Commissary	1260 Kaufman Dr	1,464	1999	Zoo Support		
P&R	33927	Como Zoo Rental Space	1254 Kaufman Dr	900	2006	Zoo Support		
P&R	33928	Como Zoo Lancer Storage Double Door	1258A Kaufman Dr	560	2005	Storage		
P&R	33929	Como Zoo Lancer Storage Roll Up Door	1258B Kaufman Dr	540	2005	Storage		
P&R	33930	Como Zoo Education Building	1256 Kaufman Dr	1,200	1998	Zoo Support		
P&R	33931	Como Zoo Nature Walk Gray Trailer	1252 Kaufman Dr	436	0	Zoo Support		
P&R	33932	Como Zoo Maintenance Trailer	1271 Kaufman Dr	300	1999	Support Services		
P&R	33933	Como Zoo Winter Storage	1255 Kaufman Dr	740	2004	Storage		
P&R	33934	Como Zoo Friends Garage	1285 Kaufman Dr	525	2005	Storage		
P&R	33935	Como Zoo Bumper Car	1301 Midway Pkwy	1,980	2006	Zoo Attraction		
P&R	33936	Como Zoo Comotown Ticket Sales	1301 Midway Pkwy	500	2005	Zoo Attraction		
P&R	33937	Como Zoo Amusement 1	1301 Midway Pkwy	3,060	2006	Zoo Attraction		
P&R	33938	Como Zoo Comotown Gift Shop	1303 Midway Pkwy	550	2005	Zoo Support		
P&R	33939	East Side Boys and Girls Club	1620 Ames Ave	24,652	1991	Community Center		
P&R	33939	Phalen Park Picnic Shelter	1640 Phalen Dr.	400	1968	Picnic Shelter		
P&R	33939	Como Zoo Comotown Restroom	1301 Midway Pkwy	550	2005	Restroom		

Exhibit A

City RE Assets/Building Inventory - By Department

Wednesday, September 28, 2011

Dept.	Bldg No.	Building Name	Address	SF	Year Built	General Use	2nd Use	3rd Use
P&R	33940	Highland Park Circus Juventas	1276 Montreal Ave	20,400	1993	Pavilion		
P&R	33941	Highland Park Pumphouse	1321 Montreal Ave	280	1937	Pumphouse		
P&R	33942	Mounds Park Small Picnic Shelter	1057 Mounds Blvd	1,200	1968	Picnic Shelter		
P&R	33942	Harriet Island Park Restroom	110 Harriet Island Rd	2,200	1997	Restroom	Activity Center	
P&R	33943	Harriet Island Park Target Stage	120 Harriet Island Rd	2,100	2000	Stage		
P&R	33945	Harriet Island Park, Maint Office Trailer	85 Water St	540	2000	Support Services	Office	
P&R	33946	Harriet Island Park, Maint. Storage	85 Water St	1,110	1999	Storage		
P&R	33947	Harriet Island Park, Maint Storage Shed	85 Water St	120	1999	Storage		
P&R	33948	Harriet Island Park Picnic Shelter		1,600	2010	Picnic Shelter		
P&R	33949	Harriet Island Marina Shed	351 Water St	320	1988	Storage		
P&R	33950	Dunning Fields Concessions 2	1270 Carroll Ave	144	2002	Storage		
P&R	33951	West Side Boys and Girls Club	291 Belvidere St E	14,560	1991	Community Center		
P&R	33952	Eastside Heritage Park Picnic Shelter	735 Phalen Blvd	1,000	2010	Picnic Shelter		
P&R	33952	Mears Park Shelter	221 5th St E	1,350	1992	Picnic Shelter		
P&R	33953	Pigs Eye Park Wood Recycling Center	2165 Pigs Eye Lake Rd	5,000	1999	Storage		
P&R	33954	Highland Golf, Driving Range Storage	1403 Montreal Ave	80	2002	Storage		
P&R	33955	Highland Park Double Picnic Shelter	1207 Montreal Ave	1,200	1970	Picnic Shelter		
P&R	33956	Newell Park Picnic Shelter 2	900 Fairview Ave N	600	1971	Picnic Shelter		
P&R	33957	Newell Park Picnic Shelter 1	900 Fairview Ave N	600	1971	Picnic Shelter		
P&R	33958	Raspberry Island Band Shell	3 Wabasha St S	1,320	2004	Stage		
P&R	33959	Prosperity Heights Storage Garage	1371 Kennard St	300	1965	Storage		
P&R	33960	Langford Park Picnic Shelter	30 Langford Park	240	1983	Picnic Shelter		

Count	186	Park & Recreation Total SF	1,603,043
--------------	------------	---------------------------------------	------------------

SPPD	40011	K-9 Facility	1900 Rice St N	3,134	1978	Police Team		
SPPD	40020	Western District Station	389 Hamline Ave N	40,000	2007	Police Team	Office	Garage
SPPD	40021	Eastern District Station	722 Payne Ave	31,684	1993	Police Team	Office	Garage
SPPD	40022	West Side Sub-Station	516 Humboldt Ave	700	0	Police Team		
SPPD	40052	Downtown Beat Office	401 N Robert St., #219	3,000	0	Police Team		
SPPD	40088	Target Range Center	2621 Linwood Ave	2,300	0	Training		
SPPD	40092	Public Safety Annex	100 10th St E	76,162	1980	Police Team	Training	Garage
SPPD	40097	Southwest Team Station	1820 Edgcumbe Rd S	3,354	1990	Police Team		
SPPD	40100	James S. Griffin Building - SPPD HQ	367 Grove St	114,904	2002	Office	Police Team	Support Services
SPPD	40101	Employee Assistance Office	570 Asbury St., #106	500	0	Police Support		
SPPD	40201	A-Cop	1544 Timberlake Dr	1,800	0	Police Support		
SPPD	40300	Impound Lot Office/Garage	830 Barge Channel Rd.	3,915	0	Police Team	Office	Garage
SPPD	40300	Auto Impound Lot/Office	830 Barge Channel Rd	3,915	1960	Police Team		
SPPD	40301	Target Range Office	2621 Linwood Ave	1,050	0	Training		
SPPD	40302	Target Range Classroom	2621 Linwood Ave	1,050	0	Training		
SPPD	40303	Target Range Trap House	2621 Linwood Ave	50	0	Training		
SPPD	40304	Survival Training Facility	2621 Linwood Ave	12,000	0	Training		

Count	17	SPPD Total SF	299,518
--------------	-----------	----------------------	----------------

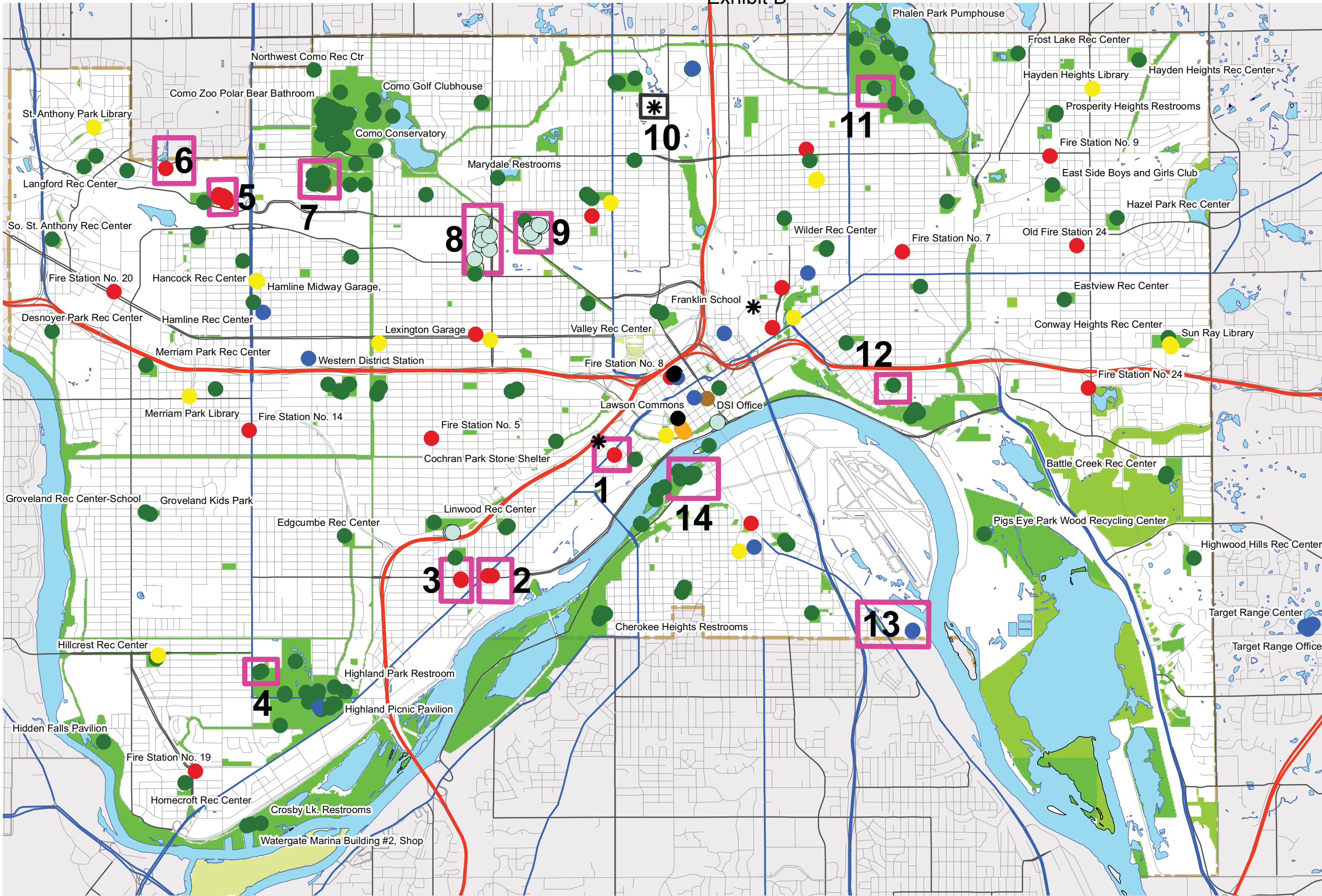
Exhibit A

City RE Assets/Building Inventory - By Department

Wednesday, September 28, 2011

Dept.	Bldg No.	Building Name	Address	SF	Year Built	General Use	2nd Use	3rd Use
FSSD	50501	Fire Station No.1	1000 7th St W	20,000	2010	Fire Station		
FSSD	50504	Fire Station No. 4	505 Payne Ave.	12,401	1970	Fire Station		
FSSD	50505	Fire Station No. 5	860 Ashland Ave	7,229	1930	Fire Station		
FSSD	50506	Fire Station No. 6	33 Concord St	10,458	1965	Fire Station		
FSSD	50507	Fire Station No. 7	1028 Ross Ave	7,343	1930	Fire Station		
FSSD	50508	Fire Station No. 8	65 10th St E	19,600	2007	Fire Station		
FSSD	50509	Fire Station No. 9	1624 Maryland Ave	9,234	1958	Fire Station		
FSSD	50510	Fire Station No. 10	754 Randolph Ave	9,716	1887	Fire Station		
FSSD	50511	Fire Station No. 11 - Maint.	678 Bedford St.	7,490	1890	Support Services		
FSSD	50514	Fire Station No. 14	111 Snelling Ave N	14,212	1982	Fire Station		
FSSD	50517	Fire Station No. 17	1226 Payne Ave	5,215	1930	Fire Station		
FSSD	50518	Fire Station No. 18	681 University Ave	10,294	1908	Fire Station		
FSSD	50519	Fire Station No. 19	2530 Edgcumbe Rd	9,234	1958	Fire Station		
FSSD	50520	Fire Station No. 20	2179 University Ave	9,016	1921	Fire Station		
FSSD	50522	Fire Station No. 22	225 Front St	9,234	1958	Fire Station		
FSSD	50523	Fire Station No. 23	1926 Como Ave	12,693	1978	Fire Station		
FSSD	50524	Fire Station No. 24	273 White Bear Ave N	7,196	1970	Fire Station		
FSSD	50526	Apparatus Building	1679 Energy Park Dr	7,068	1975	Storage		
FSSD	50528	Fire Training Tower	1695 Energy Park Dr	4,500	1981	Training		
FSSD	50528	Burn Building	1689 Energy Park Dr	1,398	1993	Training		
FSSD	50529	Old Fire Station 24	1720 7th St E	4,872	1960	Storage	Garage	
FSSD	50530	Fire Service Garage	1675 Energy Park Dr	21,766	1975	Garage	Office	
FSSD	50531	Metro Training Building	1691 Energy Park Dr	1,872	1998	Training		
FSSD	50533	Classroom Building	1683 Energy Park Dr	1,881	1981	Training		
FSSD	50534	FS 10 Classroom	754 Randolph Ave	9,620	1887	Storage	Garage	
FSSD	50540	Fire Administration / HQ	645 Randolph Ave	40,000	2010	Office		
FSSD	50551	Old Fire Station 1 / EMS	296 7th ST W	10,458	1965	Office	Garage	Storage
Count	27	SPFD Total SF		284,000				
<hr/>								
PED	68071	Lawson Commons	Wabasha St	15,500	0	Commercial		
Count	1			15,500				
<hr/>								
HRA	70089	Public Safety Building	100 11th St E	71,327	1980	Vacant		
HRA	70089	Fire Station No. 8 - OLD	100 11th St E	11,471	0	Vacant		
Count	2	Public Safty Buidling / HRA		82,798				
<hr/>								
GRAND TOTALS								
<hr/>								
Count	279			3,174,729 SF				
<hr/>								

Exhibit B



Saint Paul Support Facility Locations

- City Support Facility Sites
- Example Facilities

City Facilities by Department

- OFS/Real Estate
- Public Works
- Public Libraries
- DSI
- Parks
- Police
- Fire and Safety
- PED

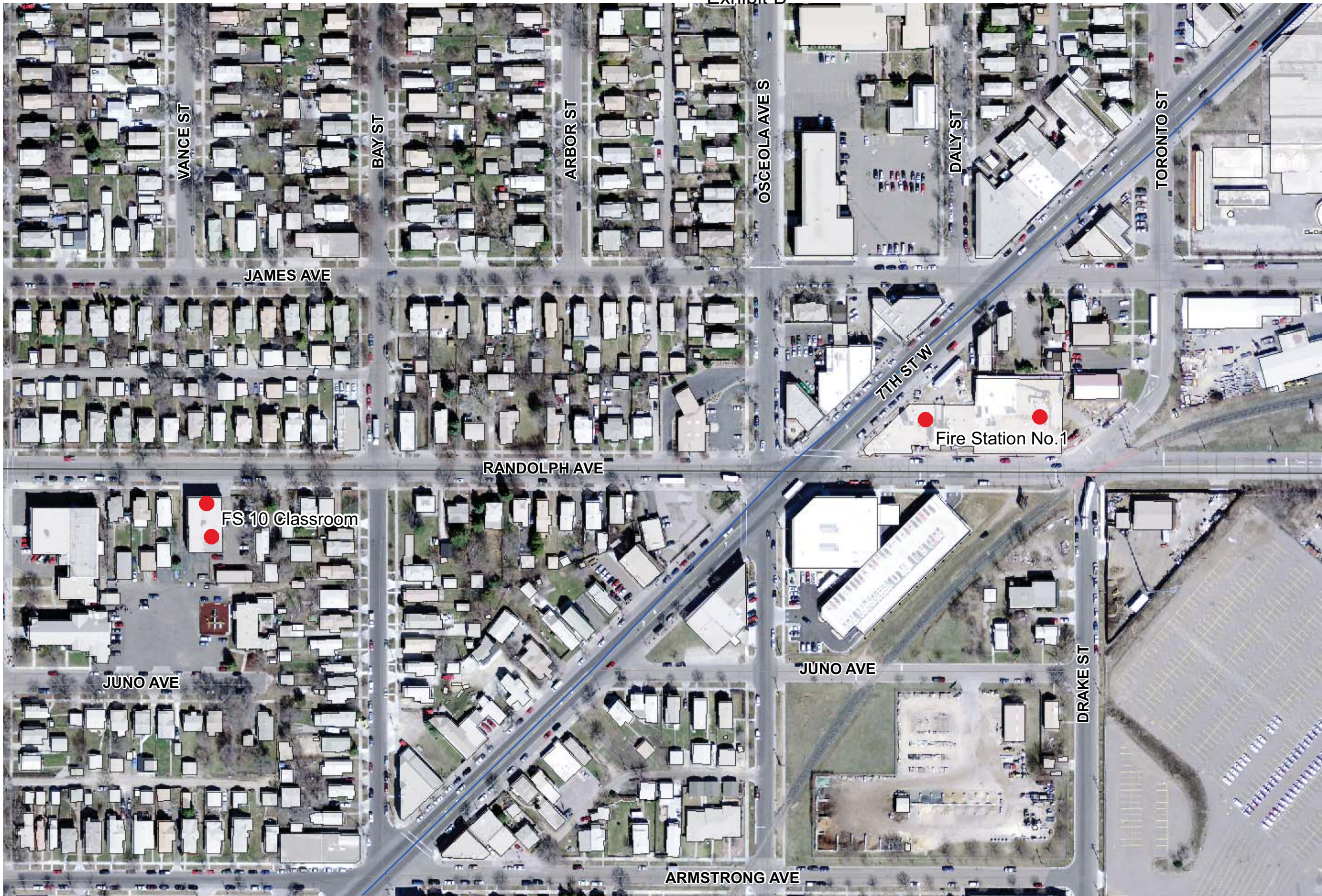




City Facilities by Department

- OFS/Real Estate
- Public Works
- Public Libraries
- DSI
- Parks
- Police
- Fire and Safety
- PED





City Facilities by Department

- OFS/Real Estate
- Public Works
- Public Libraries
- DSI
- Parks
- Police
- Fire and Safety
- PED





City Facilities by Department

- OFS/Real Estate
- Public Works
- Public Libraries
- DSI
- Parks
- Police
- Fire and Safety
- PED



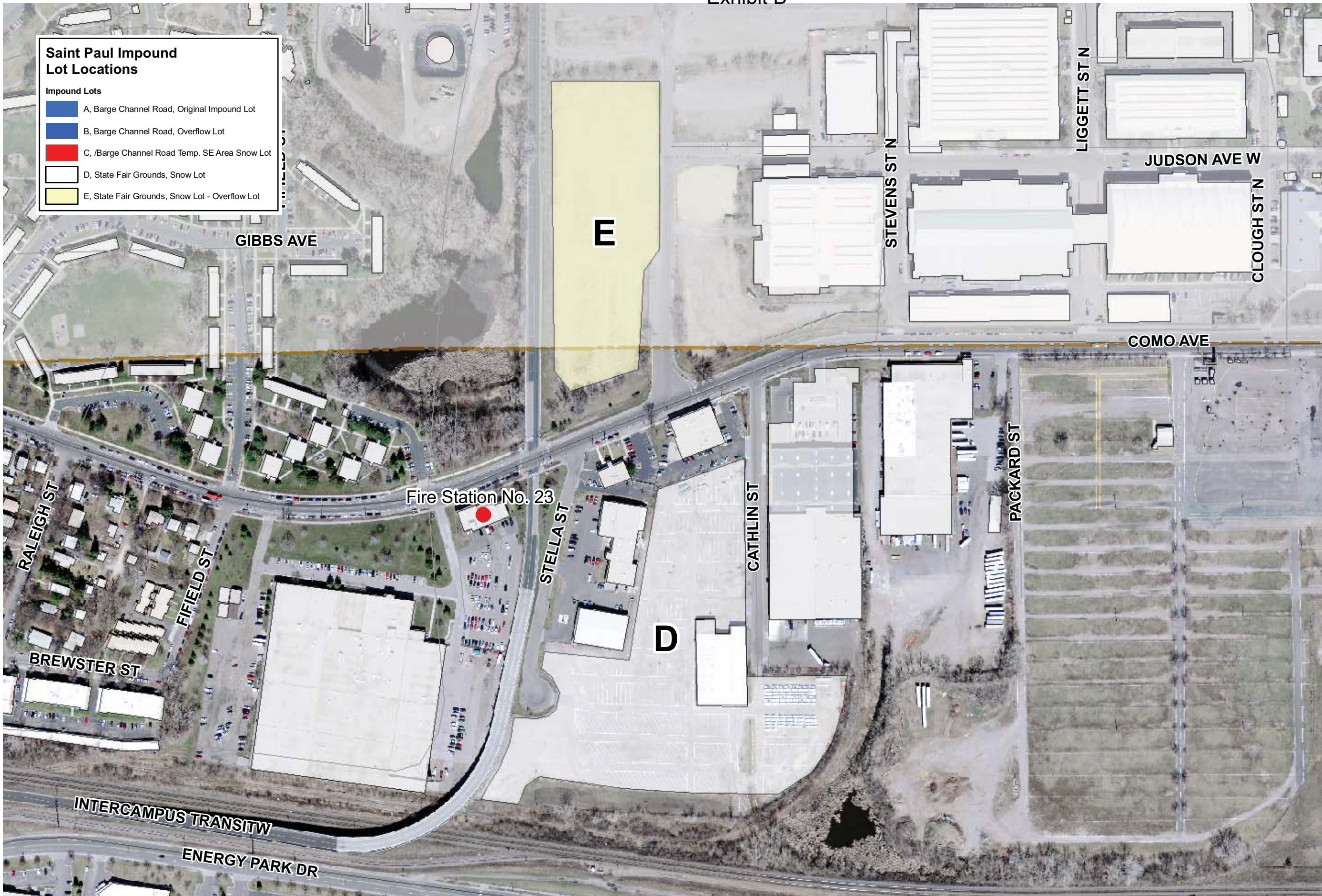
City Facilities by Department

- OFS/Real Estate
- Public Works
- Public Libraries
- DSI
- Parks
- Police
- Fire and Safety
- PED

Saint Paul Impound Lot Locations

Impound Lots

- A, Barge Channel Road, Original Impound Lot
- B, Barge Channel Road, Overflow Lot
- C, /Barge Channel Road Temp. SE Area Snow Lot
- D, State Fair Grounds, Snow Lot
- E, State Fair Grounds, Snow Lot - Overflow Lot



City Facilities by Department

- OFS/Real Estate
- Public Works
- Public Libraries
- DSI
- Parks
- Police
- Fire and Safety
- PED





City Facilities by Department

- OFS/Real Estate
- Public Works
- Public Libraries
- DSI
- Parks
- Police
- Fire and Safety
- PED



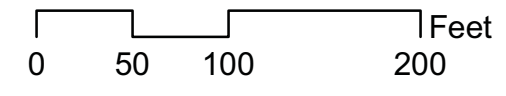
City Facilities by Department

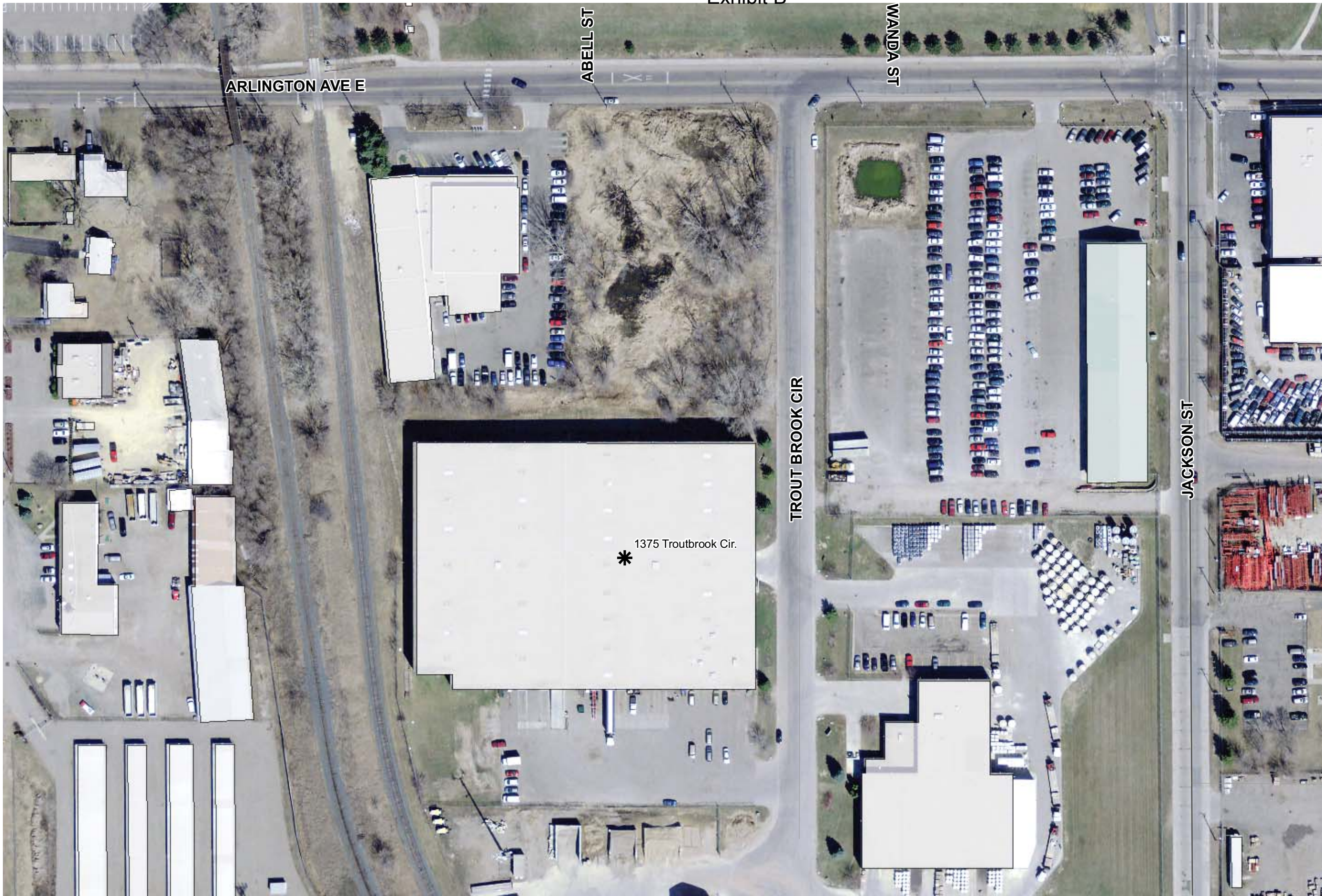
- OFS/Real Estate
- Public Works
- Public Libraries
- DSI
- Parks
- Police
- Fire and Safety
- PED



City Facilities by Department

- OFS/Real Estate
- Public Works
- Public Libraries
- DSI
- Parks
- Police
- Fire and Safety
- PED





1375 Troutbrook Cir.



City Facilities by Department

- OFS/Real Estate
- Public Works
- Public Libraries
- DSI
- Parks
- Police
- Fire and Safety
- PED



City Facilities by Department

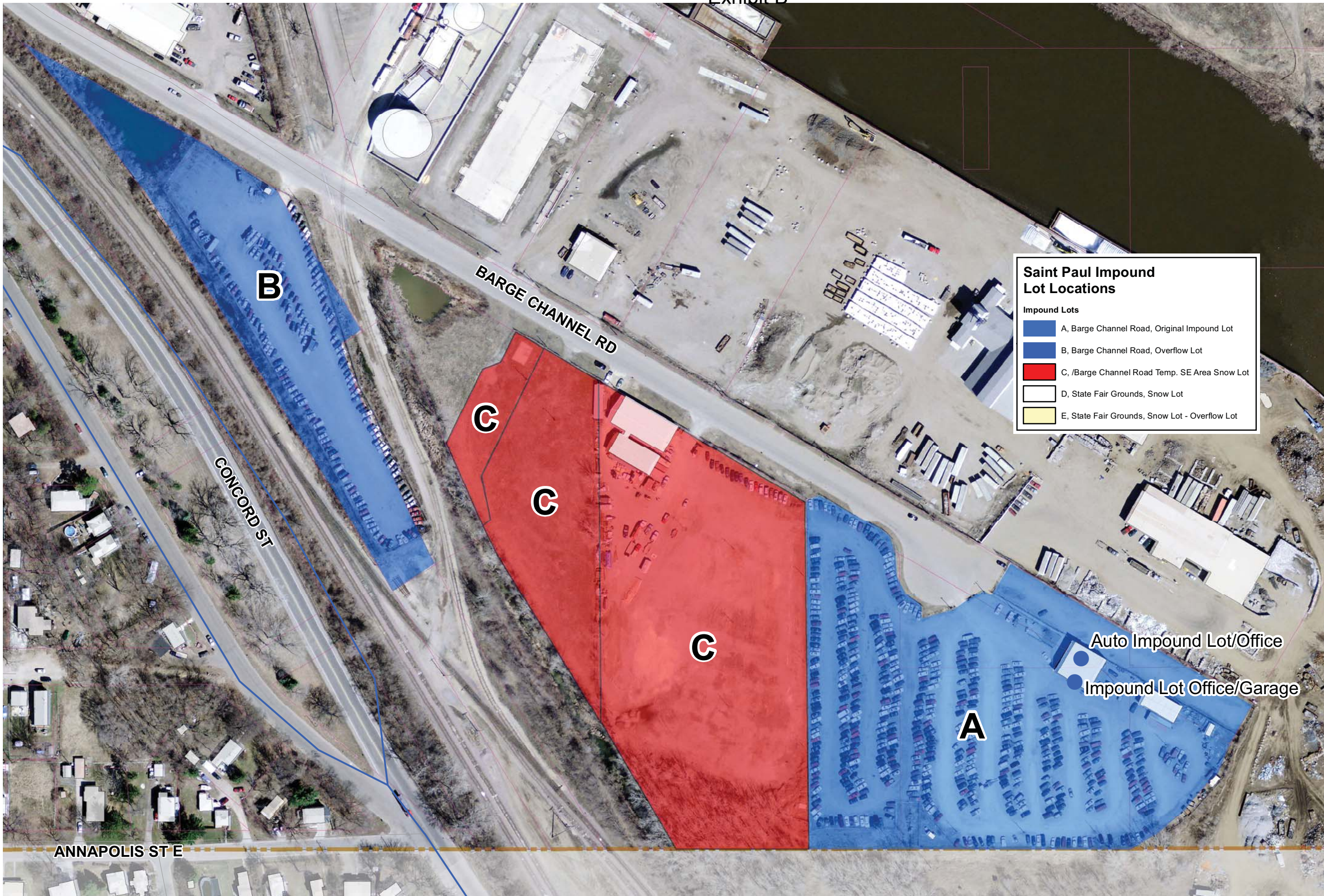
- OFS/Real Estate
- Public Works
- Public Libraries
- DSI
- Parks
- Police
- Fire and Safety
- PED



City Facilities by Department

- OFS/Real Estate
- Public Works
- Public Libraries
- DSI
- Parks
- Police
- Fire and Safety
- PED





Saint Paul Impound Lot Locations

Impound Lots

- A, Barge Channel Road, Original Impound Lot
- B, Barge Channel Road, Overflow Lot
- C, /Barge Channel Road Temp. SE Area Snow Lot
- D, State Fair Grounds, Snow Lot
- E, State Fair Grounds, Snow Lot - Overflow Lot

City Facilities by Department

- OFS/Real Estate
- Public Works
- Public Libraries
- DSI
- Parks
- Police
- Fire and Safety
- PED





City Facilities by Department

- OFS/Real Estate
- Public Works
- Public Libraries
- DSI
- Parks
- Police
- Fire and Safety
- PED



Exhibit C: Information from Public Works

City of Saint Paul
Department of Public Works
Facilities Planning Priorities
November 4, 2011

Public Works has identified the following two lists related to our facilities planning conversations with OFS on October 4, 2011 and follow-up on November 2, 2011. The Real Estate Division asked us to identify areas of our operations that we feel need to have upgraded space, more efficient space or more space to function well into the future.

The first list shows in priority order those facilities that must have some kind of action in the short term. The second (bulleted) list is longer term in scope, and shows those locations and needs that we would like to address as opportunities arise. The bulleted items are not listed in priority order.

These lists were developed and reviewed by our senior management team. Additional pages are included in the form of attachments (listed below) to provide supplementary information and context for these property or facility needs.

Needs within one to three years:

1. Develop a long-range master plan for the Dale Street Campus [Attachment A]
2. Secure a long-term location for snow storage and melting [Attachments B and C]
3. Covered fleet storage space [Attachment D]
4. Replace Bridge Maintenance and 388 Como (combined) [Attachment E]
5. Staging/storage/operations on East Side (replaces 5th & Kittson) [Attachment F]
6. Obtain certainty regarding impound lot operations in 2016 [Attachment G]

Needs three and more years out:

- Update Municipal Equipment training room
- Truck & Sweeper wash equipment for MPCA/EPA water quality
- Create a central Public Works customer service office
- Acquire additional contiguous land parcels around the Dale Street Campus
- Better organize storage at Burgess yard, but after Dale Campus master plan, Burgess Campus is predicted to work well into the future
- Determine if there are efficiencies in moving Administration and Engineering to Dale Street

Exhibit C: Information from Public Works

Attachment A Dale Street Campus Master Plan

The Dale Street Campus of Public Works provides space for three main elements of our service to our customers. Traffic Operations, Street Maintenance and Municipal Equipment have primary operations at this location.

The Street Maintenance and Traffic Operations buildings were constructed in 1971 and the Municipal Equipment office and shop was constructed in 1985.

As we look out into the future, it is important to begin planning for the eventual obsolescence of the Street and Traffic buildings. When this planning is done, we will also be able to address long term needs that involve customer service as well as making the best use of the overall footprint of land for other important operations that must take place on site such as vehicle storage, temporary material storage or transfer site needs, employee parking and safe operational flow through the campus.

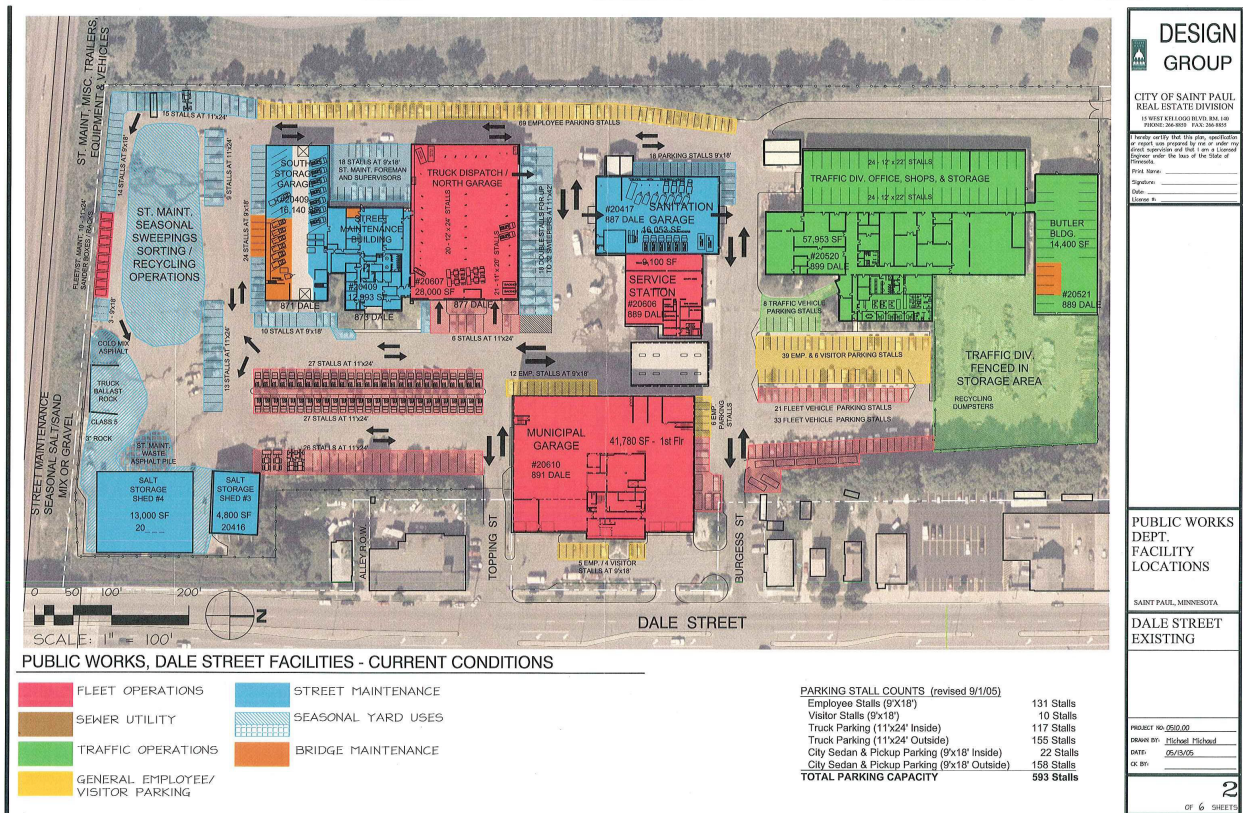


Exhibit C: Information from Public Works

Attachment B

Current Snow Dump Locations

Source – Public Works Snow Plan, version 1, September, 2011

8. SNOW DUMP SITES

See Figure 1 of the *Policy and Operations Review, Section III.D – Heavy Snow Removal* for the snow dump site review.

Tier 1 Sites

Dump sites that are to be used when the first snow removed from downtown, arterial streets and arterial nodes is to be dumped. Sites will be long-term sites (5+ years) that have little or no visual or noise disturbance to residential neighborhoods, are not located in a city park, are easy to clean in the spring and minimal cost to make site viable. Cost exceptions may be made for quality sites that can be used for more than 10 years.

	Priority	Size (acres)	Volume (CY)	Owner	Location
Pleasant/View	1	0.60	11,616	SP-PW	SE Pleasant Ave. & Victoria St. N.
State Fair	2	2.50	48,400	MN State Fair	S. of Como Ave. between Cathlin St. & Packard St.
Midway Stadium	3	2.00	38,720	SP-Parks	W. of Snelling Ave. on Energy Park Dr.
State Fair Impound	4	2.00	38,720	MN State Fair/SP-PD	S. of Como Ave. between Stella St. & Cathlin St.
SUBTOTAL			137,456		

NOTE: Assumed 12' high stacking of snow

Exhibit C: Information from Public Works

Attachment B

Current Snow Dump Locations

Source – Public Works Snow Plan, version 1, September, 2011

Tier 2 Sites

Dump sites that will be used when snow removal from downtown and arterial node removal is to be dumped and Tier 1 Sites are at maximum capacity. Sites will have minimal visual or noise disturbance to residential neighborhoods, are not located in a city park, are relatively easy to clean in the spring and minimal cost to make site viable. Sites located throughout the city in order minimize haul distances would be beneficial.

	Priority	Size (acres)	Volume (CY)	Owner	Location
388 Como	5	1.50	29,040	SP	SW Corner of Como Ave. & Western Ave. N.
Globe	6	2.50	48,400	Port Authority	NW Corner of Duluth St. & 7th St. E.
Pig's Eye	7	0.70	13,552	SP	N. of WWTP on Pig's Eye Lake Rd.
Stroh's Site	8	0.90	17,424	SP-PED	S. of Minnehaha @ Stroh Dr.
Snelling/Pierce Butler	9	1.25	16,133	MnDOT	Snelling/Pierce Butler
280/Como	10	1.00	12,907	MnDOT	SW Quadrant of Hwy. 280 & Como Ave.
SUBTOTAL			137,456		

NOTE: Assumed 12' high stacking of snow

Exhibit C: Information from Public Works

Attachment B

Current Snow Dump Locations

Source – Public Works Snow Plan, version 1, September, 2011

Tier 3 Sites

Dump sites that will be used when snow removal is done on a city wide level and Tier 1 and 2 sites are at maximum capacity. Sites will have visual and noise disturbance to residential neighborhoods, may be located in a city park, are relatively easy to clean in the spring and may involve private pay per load sites. Sites located throughout the city in order minimize haul distances would be beneficial.

	Priority	Size (acres)	Volume (CY)	Owner	Location
Trillium	9	1.75	33,880	SP-Parks	SE Corner of Maryland Ave. & Interstate 35E
Rice/Arlington	10	1.00	12,907	SP-Parks	E. of Rice St. @ Nebraska Ave.
Phalen/Arcade	11	1.00	19,360	PW	NE Corner of Phalen Ave. & Arcade St.
Hidden Falls-North	12	0.60	9,500	SP-Parks	Magoffin Ave. & Mississippi River Blvd. S.
Hidden Falls-South	13	0.22	4,000	SP-Parks	Prior Ave. S. & Mississippi River Blvd. S.

SUBTOTAL 79,647

NOTE: Assumed 8' high stacking of snow

Exhibit C: Information from Public Works

Attachment C Future Snow Dump Location

It would be a great advantage to the Public Works Department if we could secure a larger Tier 1 site for snow storage after removal from street rights-of-way.

The ideal site would near downtown, be far enough away from residential neighborhoods to minimize visual and noise disturbance, is not located in a city park, is easy to clean in the spring following melt, has a minimal cost to maintain and would be in the three to five acre range.

Exhibit C: Information from Public Works

Attachment D Covered Fleet Storage

Rolling vehicular stock is integral to the services provided by Public Works. Proper storage extends the life of each piece of equipment, provides a safer working environment for staff and affords a neater and cleaner appearance to our campus area.

The plowing fleet replacement plan currently being considered in the 2012 (through 2016) budget will replace approximately 60 of the 80 pieces of equipment required for each snow emergency. Updating our plowing fleet over these five years will provide tremendous efficiencies, dramatically improve our appearance to customers and sends the message to our staff that their work environment is important to us. Developing a long term way to properly care for that equipment when not in use will protect that investment.

Appropriate coverage for fleet storage can take the form of a cold storage building, and could be purchased for roughly the equivalent of five plowing vehicles. With the extension of life that we predict, this building will pay for itself before these 60 new vehicles need to be replaced.

Exhibit C: Information from Public Works

Attachment E

Replace Bridge Maintenance and 388 Como

The City has been acquiring right-of-way for the Pierce Butler Route East Extension project for the last several years. One of the first properties acquired was the Air Conditioning Associates property at 689 Pierce Butler Route.

Our Bridge Maintenance division lost a long held property at 811 Payne Avenue during the construction of Phalen Boulevard about ten years ago. Since that property sale they had been housed at the Street Maintenance building, but no longer had appropriate floor space for large maintenance work such as railing and guardrail welding and painting. 811 Payne also allowed indoor storage space for the Reach All underbridge inspection crane (a \$500,000 investment). When the 689 Pierce Butler property came under City control, Bridge Maintenance was moved to this location accommodating all of the operational and storage needs listed above. \$200,000 was received for the value of 811 Payne Avenue and is being held in Public Works capital projects funds for eventual application toward facility replacement solutions.

The Pierce Butler Route East Extension project continues to move forward, and it appears that Federal funding through the Metropolitan Council will likely be appropriated in the 2014 to 2016 time frame. Bridge Maintenance will need to have another work location at the time that project commences.

388 Como Avenue was similarly acquired for the same project and Street Maintenance has been using this site for storage of winter cold mix asphalt for winter pothole repairs when the Asphalt Plant is not in operation. When the Pierce Butler Route East Extension project begins, Street Maintenance will lose this site for this purpose.

We believe that the City's long-range planning for facilities needs to include consideration of these property and facility losses.

Exhibit C: Information from Public Works

Attachment F

Staging, storage and operations on the East Side

Recently Street Maintenance permanently lost its salt storage building and material transfer yard at 5th and Kittson Streets for construction of the new Lafayette Bridge. The City received slightly more than \$425,000 for this property and it is being held in the Citywide Suspense Account for eventual application toward facility replacement solutions.

While the 5th and Kittson site was not far from downtown, it was on the East Side and provided us operational efficiencies for serving our customers east of I-35E. Public Works would like to reestablish a presence east of I-35E for salt storage, material transfer and equipment staging to create efficiencies in that half of the City. We envision this site including locker/shower/restroom facilities and break/lunch amenities to minimize travel time to and from job sites.

Public Works believes that it would be ideal to co-locate this site with other City departments that have a need for a similar East Side presence. Not only would this provide opportunities in purchase and set up, but it could provide security benefits simply because there are more personnel at or moving through the site. This co-located personnel activity would allow us to stage equipment on site and possibly even allow employees to report to this location at the time their work shift begins and to leave their vehicles and personal belongings on site.

Exhibit C: Information from Public Works

Attachment G Impound Lot Operations

While Impound Lot operations fall under the purview of the Police Department, location and operation of the City Impound Lot are critically important to the Department of Public Works. During each snow emergency, averages of 1,000 cars are towed from City streets to allow snow plowing curb-to-curb.

The Police Department began operation of a snow emergency impound lot on Como Avenue (Como Avenue between Stella and Cathlin Streets) near the State Fairgrounds in the mid-1990s. In 2005, impounding of vehicles related to snow emergencies were split between two locations: Vehicles towed north of I-94 are towed to the Como and Cathlin impound lot, and vehicles towed south of I-94 are towed to the City's main impound lot on Barge Channel Road. Capacity for vehicles towed south of I-94 was supplemented through annual temporary license agreements with the Saint Paul Port Authority for properties adjacent to the main Barge Channel Road impound lot.

When the ten year lease agreement for the main Police Impound Lot on Barge Channel Road was renewed by the City in 2006, the Port Authority made it very clear that this would be the last lease it would grant to the City for this purpose, and that the City should plan to vacate this property to allow planned shipping terminal redevelopment in 2016.

When the City declares a snow emergency, it is critically important to clear our streets of snow from curb-to-curb within 24 hours of the emergency declaration. Having certainty about where these cars will be towed is important for our operational planning. It also goes without saying that it is very stressful for our customers when their cars are towed, and we want to be sure that adequate planning takes place prior to any impound lot changes for the safety, security and comfort of those that must visit this site to claim their property.

Exhibit C: Information from Parks

No Longer Exist or Can Be Removed

Highland Golf Concession
Como Golf Restroom Shelter
Harriet Island Marina Building
Phalen Golf Concession
McDnough Rec. Center Old Bldg

Need to be Replaced/Relocated with New Proposed Process

85 Water St. Buildings
East Side Maintenance Facility
Como Park Ops Oil
Com Park Ops-yellow
Highland Bath House
Highland Golf Clubhouse

Exhibit C: Information from Parks

Surplus Building with Partners

Building	Partner/ Lease Term	Action	Quality	Justification
Arlington Rec Center Desnoyer Rec. Center	Kidspark	Demo/Rebuild Repartnered- Parks System Plan directs that if no partner is available for a low quality building, Center would be removed from the system	Average Low	New Parks/Library in Design/ Development stage. There is no primary Parks use for the building.. The Parks System Plan states that Parks should reduce the number of low quality buildings. Obtain viable long-term partners for some high to average quality buildings. Over time, remove low quality buildings where a viable partner cannot be obtained to take over all building operations, improvements, and costs.
Dunning Rec. Center	Arts Us	Repartnered- Parks System Plan directs that if no partner is available for a low quality building, Center would be removed from the system	Average	There is no primary Parks use for the building.. The Parks System Plan states that Parks should reduce the number of low quality buildings. Obtain viable long-term partners for some high to average quality buildings. Over time, remove low quality buildings where a viable partner cannot be obtained to take over all building operations, improvements, and costs.
Eastview Rec. Center	Brunette Boxing	Repartnered- Parks System Plan directs that if no partner is available for a low quality building, Center would be removed from the system	Low	There is no primary Parks use for the building.. The Parks System Plan states that Parks should reduce the number of low quality buildings. Obtain viable long-term partners for some high to average quality buildings. Over time, remove low quality buildings where a viable partner cannot be obtained to take over all building operations, improvements, and costs.
Frost Lake Rec. Center Griggs Rec. Center	ISD 625 Leonardo's Basement	No Action Needed Repartnered- Parks System Plan directs that if no partner is available for a low quality building, Center would be removed from the system	Average	Since 2008, the building is the School District's responsibility There is no primary Parks use for the building.. The Parks System Plan states that Parks should reduce the number of low quality buildings. Obtain viable long-term partners for some high to average quality buildings. Over time, remove low quality buildings where a viable partner cannot be obtained to take over all building operations, improvements, and costs.
Hamline Rec Center		No current partner- Parks System Plan directs that if no partner is available for a low quality building, Center would be removed from the system		There is no primary Parks use for the building.. The Parks System Plan states that Parks should reduce the number of low quality buildings. Obtain viable long-term partners for some high to average quality buildings. Over time, remove low quality buildings where a viable partner cannot be obtained to take over all building operations, improvements, and costs.

Exhibit C: Information from Parks

Surplus Building with Partners

Building	Partner/ Lease Term	Action	Quality	Justification
Homecroft Rec. Center Margaret Rec. Center	ISD 625	No Action Needed Repartnered- Parks System Plan directs that if no partner is available for a low quality building, Center would be removed from the system	Low Low	Since 2008, the building is the School District's responsibility There is no primary Parks use for the building.. The Parks System Plan states that Parks should reduce the number of low quality buildings. Obtain viable long-term partners for some high to average quality buildings. Over time, remove low quality buildings where a viable partner cannot be obtained to take over all building operations, improvements, and costs.
Orchard Rec. Center	Blackhawk s Soccer	Repartnered- Parks System Plan directs that if no partner is available for a low quality building, Center would be removed from the system	Low	There is no primary Parks use for the building.. The Parks System Plan states that Parks should reduce the number of low quality buildings. Obtain viable long-term partners for some high to average quality buildings. Over time, remove low quality buildings where a viable partner cannot be obtained to take over all building operations, improvements, and costs.
West 7th Multi Service Center	West 7th	Partnered- Parks System Plan directs that if no partner is available for a low quality building, Center would be removed from the system	Moderate	There is no primary Parks use for the building.. The Parks System Plan states that Parks should reduce the number of low quality buildings. Obtain viable long-term partners for some high to average quality buildings. Over time, remove low quality buildings where a viable partner cannot be obtained to take over all building operations, improvements, and costs.
Saint Clair Rec. Center	West 7th	Partnered- Parks System Plan directs that if no partner is available for a low quality building, Center would be removed from the system	Moderate	There is no primary Parks use for the building.. The Parks System Plan states that Parks should reduce the number of low quality buildings. Obtain viable long-term partners for some high to average quality buildings. Over time, remove low quality buildings where a viable partner cannot be obtained to take over all building operations, improvements, and costs.
So. St. Anthony Rec. Center	Joy to the People	Repartnered- Parks System Plan directs that if no partner is available for a low quality building, Center would be removed from the system	Low	There is no primary Parks use for the building.. The Parks System Plan states that Parks should reduce the number of low quality buildings. Obtain viable long-term partners for some high to average quality buildings. Over time, remove low quality buildings where a viable partner cannot be obtained to take over all building operations, improvements, and costs.

Exhibit C: Information from Parks

Surplus Building with Partners

Building	Partner/ Lease Term	Action	Quality	Justification
Valley Rec. Center/ Franklin Schoc	Boys and Girls Clubs of the Twin Cities	Partnered with long term partner who will take on long term liability	Low/ Moderate	Valley Rec. Center will be demolished by Thanksgiving, 2011. Long term partner, Boys and Girls Club has moved to the newly Parks acquired Franklin School next door
Highwood Hills Rec. Center Baker Community Center	Center for Democracy and Leadership	No Action Needed Repartnered- Parks System Plan directs that if no partner is available for a low quality building, Center would be removed from the system	Low	Since 2008, the building is the School District's responsibility There is no primary Parks use for the building.. The Parks System Plan states that Parks should reduce the number of low quality buildings. Obtain viable long-term partners for some high to average quality buildings. Over time, remove low quality buildings where a viable partner cannot be obtained to take over all building operations, improvements, and costs.
East Side Boys and Girls Club	Boys and Girls Clubs of the Twin Cities	Partnered with long term partner who will take on long term liability- No action needed		Parks System Plan states that as long as buildings with long term partners that are serving the community and that take on long term capital liabilities, the buildings remain in the system.
West Side Boys and Girls Club	Boys and Girls Clubs of the Twin Cities	Partnered with long term partner who will take on long term liability- No action needed		Parks System Plan states that as long as buildings with long term partners that are serving the community and that take on long term capital liabilities, the buildings remain in the system.
Highland Park Circus Juventas	Circus Juventas	Partnered with long term partner who will take on long term liability- No action needed		Parks System Plan states that as long as buildings with long term partners that are serving the community and that take on long term capital liabilities, the buildings remain in the system.

Replaced by Regular CIB Process

Palace Rec Center
Scheffer Rec Center

Exhibit C: Information from Library

City of Saint Paul Multi-Year Facilities Management Plan

Guiding Questions for Departments

When evaluating existing facility uses or additional space needs the following guiding questions should be considered by each city department responsible for managing facilities:

Existing Facility Uses: demonstrating the most efficient use of what we have

1. Use – How is the facility currently being used? Does it have a specialized use unique to the department or a specific program? Does it house a variety of functions (e.g., general office, maintenance, warehousing)?
Arlington Hills Branch Library: Functions as a Branch Library.
Lexington Garage: Four bay garage used by the library for the delivery truck and the Mobile WORKforce vehicle. In addition, it houses the Central Corridor Office for the light rail project.
Materials Management Center: Functions as the library system materials handling and processing facility.
2. Function – Does the facility meet the operational and programming needs of the department?
Arlington Hills Branch Library: Yes
Lexington Garage: Yes
Materials Management Center: Yes
3. Location – Is the facility located in an area of the city where it best supports efficient service delivery?
Arlington Hills Branch Library: Yes
Lexington Garage: Yes
Materials Management Center: Yes
4. Cost – How much does the facility cost to operate (e.g., utilities, maintenance, rent)?
5. Smell test – Does continued use of the facility make operational and financial common sense?
6. Service priorities – Are there department operations, services or programs housed in the facility that could be discontinued or reduced to eliminate the need for the facility?
7. Efficiency – Can the facility’s overall space use be reduced (e.g., by disposing of junk or obsolete equipment, demolishing the building, co-locating with other department operations)? If so, what facilities would be affected and how?

Exhibit C: Information from Library

Arlington Hills Branch Library: This 1917 Carnegie Library is in the process of being replaced by the new Payne Maryland Complex which is planned to open in the Fall of 2013. In 2012 a RFP will be developed to sell this facility. Depending on the sale of the facility, CDBG may have to be reimbursed \$576,000.

Lexington Garage: This facility can be sold after the Central Corridor Light Rail Project is completed. The Friends of the Saint Paul Public Library car (Mobile WORKforce) could be garaged at the Rondo Community Outreach Library. The delivery truck will need to be garaged elsewhere.

Materials Management Center: When the Lexington Garage is sold, the Library Agency will need to find a place for the delivery truck. Plans were drawn for a delivery truck garage addition at the Materials Management Center. The cost estimate was \$500,000.

8. Savings – How much would annual operating costs be reduced if the space use reductions identified in #6 and #7 were implemented?

Additional Space Needs: what our existing facilities can't accommodate

1. Needs – What additional space needs does the department have now; what space needs will it have in the next 3-5 years?
2. Use – Would the additional space be used for a specialized purpose that is unique to the department, or could it be used for general office, maintenance or warehousing functions for one or more departments?

Questions 3- 7 to be first looked at by OFS and RE to determine the overall City's perspective. Then, if needed, seek the affected department users' input.

3. Cost – How much would the space cost to lease, acquire, improve or construct? How much would it cost to operate?
4. Funding – How would the costs of leasing, acquiring, improving, constructing or operating the facility be financed?
5. Market opportunities – Are there properties in the real estate market for lease or purchase that would meet the facility space needs? Are the properties affordable?
6. Savings – Would leasing, acquiring or constructing a new facility help reduce operating costs (e.g., by reducing overall space use, demolishing inefficient buildings, co-locating department operations)?
7. Smell test – Would leasing, acquiring or constructing a new facility make operational and financial common sense?

Exhibit C: Information from Police

Multi Year Facilities Plan – St. Paul Police

Existing Facilities – Owned

- **Eastern District**

The district space houses about 100 officers in patrol, in addition there are also FORCE officers, general investigative staff, patrol sergeants and command staff. The location of this office allows for interaction with the community and addresses the needs of the east side of the city. It is functionally acceptable but could use updating. The location is good.

- **Western District North**

The district space houses about 100 officers in patrol, in addition to Force officers, general investigative staff, patrol sergeants and command staff. The district office allows interaction with the community and addresses their needs. The location is good.

- **Western District South**

- Current use -House the Traffic and Accident unit, Motors unit, Mounted unit and the administration for those units
- Function- Space needs exceed actual space. Parking is also an issue at this location as is security. We cannot eliminate the units but maybe a co-location at a larger facility.
- Location- While a building in Highland Park is a community need, the current location is not highly visible which has also lead to some security issues and a lack of accessibility to citizens.

- **Police Annex**

- Current use- Home to the Communications Services unit that services all city vehicles and radio systems and for a fee services other department's county wide. Our maintenance staff stores equipment and maintenance vehicles at this location and has a workshop on the lower level of the building. The building also houses the indoor shooting range, police training classroom and defensive tactics area. The narcotics, Vice, and NVRT teams are also housed there along with their covert vehicles and undercover cars.
- Function- The space is laid out in such a manner as to accommodate all these services under one roof. The ease of entrance and exit from the underground garage make this a very desirable location for our undercover covert operations.

Exhibit C: Information from Police

The building itself is in need of a great deal of repair of we were to stay there. While the last CIB process approved the preservation of the Annex bldg, we have been advised that we have less than two years to remaining of use at this site. This creates a need to acquire permanent space for indoor firearms range, use of force training facility, radio shop (CSM), and space for investigative units.

- Location- because it is centrally located within the city and accessible to those we need to utilize the building it is a well located space.

Relocation needs for the operations currently housed at the Annex:

- Vice / Narcotics Units - Office space for 50 plus employess roughly 10,000 SF plus 50 in door parking spots to provide for security and covert storage of Undercover vehicles as well as vehicles with Specialty equipment that must not be allowed to freeze
- Building Maintenance / Storage -2,000 SF plus 5 parking spots
- Communication Services (Radio Shop) -needs a minimum of 8,000 SF plus 15 parking spots and garage work space. Possible solution of co-locating with PSG on energy park.
- Indoor Range/ Range Office -need is 8,000 SF to include a fully enclosed range that meets all indoor range standards for noise, firearms/ammunition use requirements and exhaust/lead/air quality controls. In addition to parking to accommodate range staff and personnel being trained
- Defensive Tactics/Training facility – 6,000 SF training case room and DT area plus parking for personnel training and using the facility.

Possible solution for Range and training facilities-

1. The Indoor range could move to the outdoor facility, update/better class/training room to include room for a defensive tactics area. Tear down the “Village” – adding a classroom/training/defensive tactics and indoor range.
2. Potential to use East Metro Public Safety indoor range located at the LEC. We would have to pay \$50 an hour for training. We generally train indoors 16 hours a day for three weeks each time we train at the indoor range. In general we train indoors 3 to 4 times a year, so the yearly cost at their range would be \$48,000. We are mandated to have a minimum of two low lights and no light shoots a year. We also do remedial training at the indoor range as it is more conducive to training without the elements as a concern, so this would add to the yearly costs.

At this time the 40 year Joint Powers Agreement with Washington County and Ramsey County to build and use this range, put the departments of Ramsey County Sheriff and Washington County Sheriff as “Priority One” users which

Exhibit C: Information from Police

give them first right to training selection time. All other departments within these counties are considered Priority Two and will select training times after the two Priority one departments at a rate of \$50 an hour. Selection order for Priority Two departments will be set by RCS and WCS. The start up costs for Washington County was 1 million dollars and the rest of the costs were covered by Ramsey County. Yearly maintenance is roughly \$54,000 and is shared by the parties.

The JPA restricts the number of consecutive weeks a department can use the range to two weeks and also has a clause for “open” shooting every Thursday. While not impossible to work around this would impact the training we provide and the manner in which we provide it.

The JPA specifies that neither party can lease or offer use outside of this agreement and that no alterations to the agreement may be made with out agreement of both parties. At this time we have been told that RC and Washington County have no interest in opening up the agreement to include SPPD as a partner there by giving us Priority One rights. Without these rights our ability to train as needed is hindered. If the agreement were to be opened up we would anticipate that start up costs and operating costs would be a factor in determining our costs.

If we utilize the East Metro Public Safety indoor range, SPPD would incur lost revenue of roughly \$1000 a day when we open our indoor range for training as part of our Professional Development Institute (PDI). These trainings provided to outside agencies and Federal partners including FBI, DEA, ATF, IRS and Maplewood would no longer be possible. This option hinders a number of training functions such as the training of new range staff and use of force instructors. We would need to rent additional space for such training which generally happens twice year for one week. At the East Metro Public Safety indoor range this would cost us an additional \$4000 and we would need to work this into their schedule when possible.

While our SWAT team can train outside, they currently train indoors at our indoor range monthly. The use of an indoor facility allows for a focus on the skills rather than inserting the weather into the training conditions. SWAT would not be able to train at the East Metro Public Safety indoor range given the current structure and usage of that range by all the departments in these two counties.

This option is not consistent with the department’s goal of quality training, and would costs the department at a minimum \$52,000 a year that is currently not budgeted. Our operating budget for the range we currently own is less than \$35 a day for a 16 hrs day and we have open access whenever we need it.

3. The PD is also open to a joint training facility with the Fire Department. Currently, the Fire Dept has training facilities at the Energy Park site. If parking

Exhibit C: Information from Police

and a joint facility were able to be constructed on that site we could work on training schedules with them to make sure that training needs were met for both departments.

Existing facilities – Leased

Head Quarters-Griffin building

- Current Use- The Griffin building has 6 floors and houses the majority of our investigative units, all administrative offices, primary location for maintenance staff and equipment, crime lab, property and evidence storage, training unit and gym, city server system, Emergency Operations Center as well as the Central District Office.
- Function-The building itself, while not ideal, does currently meet operational needs. Future ability to expand operations within this building as it exists today is questionable.

What does not meet operational needs is the lack of parking around the facility. There have always been only 299 spaces available for PD parking. The 299 includes every spot in the lot and every available parking spot on all streets around the HQ building. Our department sworn staff is at 610 authorized making a total of 771 in total department personnel. Prior to the current economic downturn creating budget cuts the Mayor had promised the department would get to 650 officers. We were supposed to be at 630 by 2012. The economy does not allow for this but these staffing additional will absolutely be needed in the future.

When we moved into the building in 2003 we were near capacity in parking. Since that time we have added police personnel and emergency management personnel. The current parking lot and street parking are well past vehicle capacity. We have roughly 180 police vehicles that park daily at HQ. We have roughly 220 people who work in the HQ building on the day shift alone. This does not include reserve officers, PEO, CLO's who work on several days of the week. Nor does it include the officers who must come to HQ for work related reason (ex: getting records, turning in property, PT, IA), who normally are assigned elsewhere. These numbers also do not include the citizens and other city workers who come to the department daily. These numbers also do not take into consideration what happens during shift change, which nearly doubles the number of personal vehicles trying to park. And finally this does not take into consideration the people who come to the building for required training.

- Location- The location and proximity to the LEC is good, however, the area lacks parking for citizens.
- Cost- Lease alone is over 1.3 million a year

Exhibit C: Information from Police

- **Central District located inside of HQ**
 - Current Use- The district space houses about 100 officers in patrol, Force officer, general investigative staff, patrol sergeants and command staff. The office interacts with the community and attempts to address their needs from a remote location.
 - Function- The space does not meet operational needs. Staffing levels have increased yet there is no room for expansion of the space allotted within HQ. If the Mayor's vision of 630 officers were realized we would have absolutely no room to house these much needed additional staff.
 - Location- does not meet the needs of a district police station. It is not located in an area that facilitates police and community relationships as the East and West district do.

*see diagram and information attached related to previous designs and search for space for a new central district office.

- **K9 Facility**

Currently meets needs, but as a leased space the future is uncertain. Location away from any close public construction is conducive to training needed for k-9 officers.
- **Mounted Horse facility**

Currently leased and meeting needs, but the space is not guaranteed. The location is not within the city and is therefore not ideal.
- **Impound Lot/Office Impound Lot –**
 - Current use- 22 acre plot of land used for intake and parking storage location for roughly 8000 impounded vehicles each year. This includes an indoor garage area for storage of vehicles needed for evidentiary purposes. There is an office space for the roughly 8 full time staff members.
 - Function- The facility does not meet functional needs. The building is outdated and deteriorating. It is not handicapped accessible.

*See attached list of needed repairs
 - Location- The location is workable for citizen recovering vehicles as well as acceptable to the businesses it resides near.
 - Cost- The lease with the Port Authority expires in 2015 –current costs as follows;

Exhibit C: Information from Police

Main lot Impound Lot lease agreement (2006 – 2016)

Saint Paul Police Department/Port Authority Lease Renewal and Amendment

<u>Year</u>	<u>Amount</u>	<u>Monthly</u>	<u>Per-Car Fee</u>
October 1, 2006	\$ 75,306.88	\$ 6,275.57	\$ 5.00
October 1, 2007	\$ 78,319.15	\$ 6,526.59	\$ 5.50
October 1, 2008	\$ 81,451.91	\$ 6,787.65	\$ 6.00
October 1, 2009	\$ 84,709.98	\$ 7,059.16	\$ 6.50
October 1, 2010	\$ 88,098.38	\$ 7,341.53	\$ 7.00
October 1, 2011	\$ 91,181.82	\$ 7,598.48	\$ 7.50
October 1, 2012	\$ 94,373.18	\$ 7,864.43	\$ 8.00
October 1, 2013	\$ 97,676.25	\$ 8,139.68	\$ 8.50
October 1, 2014	\$ 101,094.90	\$ 8,424.57	\$ 9.00
October 1, 2015	\$ 104,633.22	\$ 8,719.43	\$ 10.00

* Per-Car fee is in addition to the monthly lease payment

- **Impound Snow Emergency Lots**

- State Fair grounds seasonal Snow lot North lot (Lot D and E)

- This facility is a year to year lease of land from the State Fair. This land lease was obtained to handle over flow and allow for easier access to citizens who live in the north portion of the city.

- Southeast seasonal Snow Lot –Lot C

- Until about a month ago we utilized land that was leased from the Port Authority to handle Snow Emergency tows in the south portion of the city. The lease from the Port Authority of the plot of land identified in the attached diagram as Lot C has expired and the Port Authority has stated it will not renew. The notification of the refusal to renew the lease was not communicated until two weeks before the lease was to be renewed (Oct 31st). In fact it was only communicated when *we* called to inquire about the lease renewal. This has created a large complication for our preparation for the coming winter season.

The south snow lot (lot C) handles approximately 325 vehicles. Because of it's proximity to the main lots (A and B) we have been able to utilize the personnel and towing infrastructure from the main lot to handle the business end of the snow emergency tows to the south lot. Infrastructure such as; computers, paperwork, building space for citizens to wait in while picking up a towed vehicle and a building for workers is constructed for the north lot each year to handle the needs of the additional seasonal lot.

If we are displaced from the Port Authority Snow lot (Lot C) any new space would require a build out of the aforementioned infrastructure. This would add additional personnel (staff and management) and equipment costs to our

Exhibit C: Information from Police

annual budget that would not be off set by any revenue as this would not add a revenue source it would just add to operating costs at another location. We would still tow the same number of vehicles; we would just need to support 3 operations rather than 2.

The main lot (A and B on the map) capacity will not be able to handle the addition of these vehicles during a snow emergency so another space will need to be identified.

Facility Police Priority in order of need

- 1) HQ parking
- 2) Impound Lot
- 3) Communication Services & maintenance shop w/storage
- 4) Space and parking for Narco/Vice/NVRT
- 5) Southwest space and parking
- 6) Defensive tactics and training classroom
- 7) Indoor range
- 8) Central District
- 9) Permanent K-9 and Mounted facility

Exhibit C: Information from Police



1

SPPD CENTRAL DISTRICT OFFICE SITE LAYOUT PROPOSAL

SCALE: 1" = 50'

Exhibit C: Information from Police

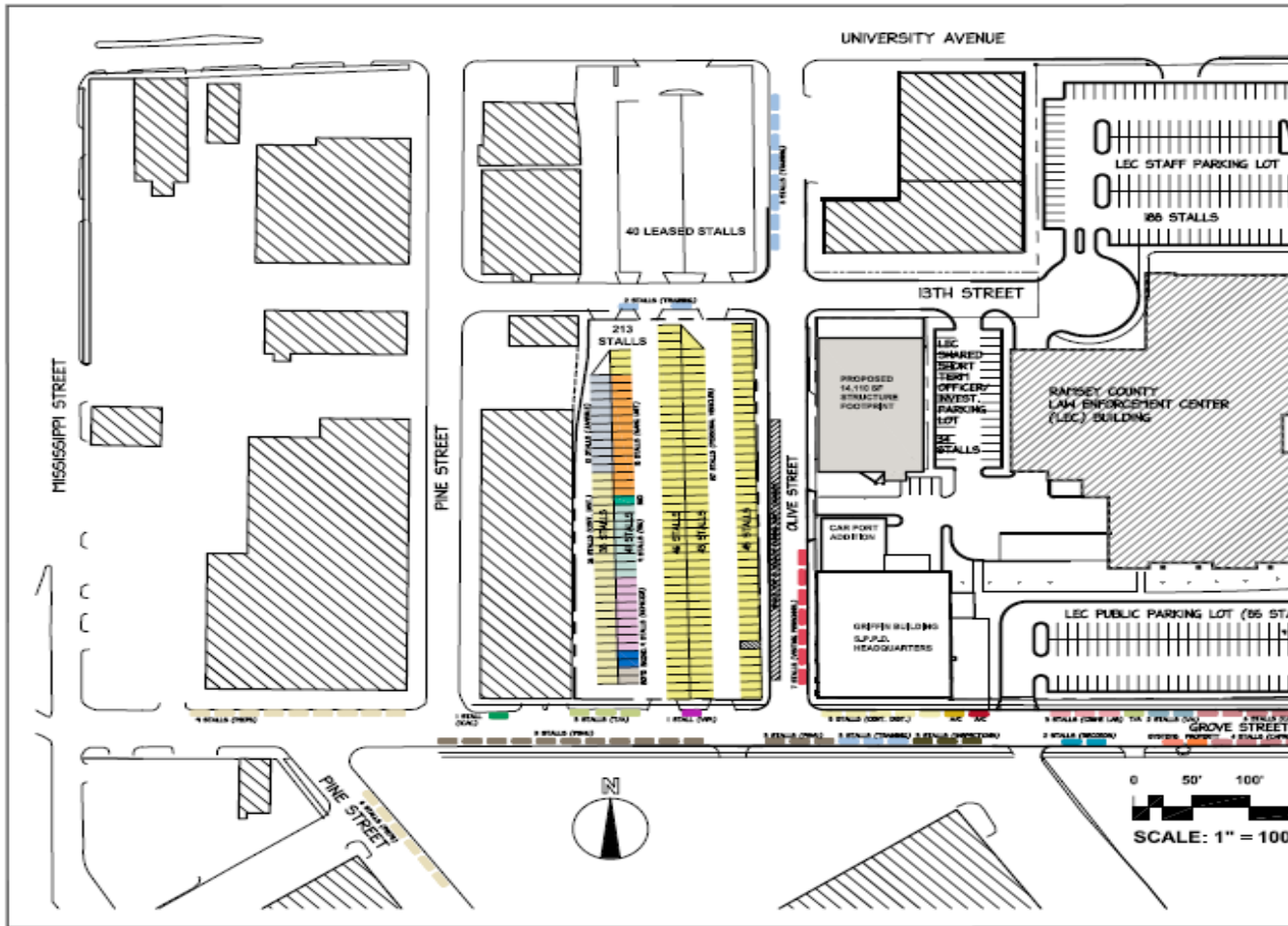


Exhibit C: Information from Police



Exhibit C: Information from Fire

Fire Department Multi-Year Facilities Management Plan November 2011

	Use	Function (1-5)	Location (1-5)	Cost	Service Priorities (Eliminate?)	Efficiency
Old Fire Station 24	Old Fire Station 24 (7 th /Flandrau) is currently housing the N-95 mask supply for EMS responders, a trailer-mounted portable radio tower used for disaster communications and amateur radio support, and a hazardous materials trailer and supplies.	2	2	\$5,500	No	See West Campus Plan
Old Fire Station 10	Old Fire Station 10 (Randolph/View) is currently housing trailer-mounted emergency generators, the Collapse Structure Rescue Team vehicle, and the Department's ATV. The station also provides the classroom space for continuing medical education for all Department paramedics and EMTs.	2	3	\$8,000	No	See West Campus Plan
Old Fire Station 1 (Sta 51)	Old Fire Station 1 (W. 7 th /Sherman Street) currently houses all 5 reserve ambulances and a hazardous materials supply trailer. The Station is also home to the EMS Academy, and provides a site for community-based EMS education and EMT and First Responder certification classes.	4	4	\$9,000	No	See West Campus Plan

Exhibit C: Information from Fire

Old Fire Station 11	Old Fire Station 11 (Beaumont/Bedford) is home to the Fire Department's Building Maintenance Division and provides the office spaces for all 6 division personnel, storage facilities, and workshop spaces for department personnel who maintain all fire stations and department facilities, repair all hand and power tools, and distribute supplies to all fire stations.	4	3	\$7,000	No	See West Campus Plan
---------------------	--	---	---	---------	----	----------------------

Exhibit C: Information from Fire

Saint Paul Fire Department 20-Year Facilities Replacement Plan November 2011

Year	Current Facility	Year Built	Estimated Cost	Proposed Replacement	Age at Replacement	
2011	Fire Station 19 Remodel	1958	\$ 1,187,000	3,800 GSF 3rd Bay Additions	53	Operational Impact
2011	Fire Station 7	1930	\$ 4,877,400	15,500 GSF 4-Bay Station	81	Operational Impact
2014	Fire Station 17	1930	\$ 5,549,943	13,000 GSF 3-Bay Station	84	Operational Impact
2017	Fire Station 20	1921	\$ 8,091,846	15,500 GSF 4-Bay Station (land acquisition additional)	96	Light Rail
2018	Fire Training Center / Burn Building Equipment Services/Storage Facility Public Safety Support	1950/1982	\$25,000,000		78	
2024	Fire Station 18	1908	\$17,928,367	15,500 GSF 4-Bay Station (land acquisition additional)	116	Light Rail
2028	Fire Station 5	1930	\$13,218,740	13,000 GSF 3-Bay Station (land acquisition additional)	98	
2031			<u>\$75,853,296</u>			

Exhibit C: Information from Fire Fire Department Facility Management

November 2011

Decommissioned Fire Station Inventory:

Old Fire Station 24 (7th/Flandrau) is currently housing the N-95 mask supply for EMS responders, a trailer-mounted portable radio tower used for disaster communications and amateur radio support, and a hazardous materials trailer and supplies.

Old Fire Station 10 (Randolph/View) is currently housing trailer-mounted emergency generators, the Collapse Structure Rescue Team vehicle, and the Department's ATV. The station also provides the classroom space for continuing medical education for all Department paramedics and EMTs.

Old Fire Station 1 (W. 7th/Sherman Street) currently houses all 5 reserve ambulances and a hazardous materials supply trailer. The Station is also home to the EMS Academy, and provides a site for community-based EMS education and EMT and First Responder certification classes.

Old Fire Station 11 (Beaumont/Bedford) is home to the Fire Department's Building Maintenance Division and provides the office spaces for all 6 division personnel, storage facilities, and workshop spaces for department personnel who maintain all fire stations and department facilities, repair all hand and power tools, and distribute supplies to all fire stations.

Public Safety West Campus Expansion:

Fire Department West Campus Expanded Use to Include:

Updated Fire Training and Wellness Facility	Combined Support Services Facility for Fire/Police
<ul style="list-style-type: none"> • Updated Fire Training Classrooms • Regional Health and Wellness Facility • EMS Training • EMS/FF/Citizen Academy • Defensive Tactics Gymnasium • HTC Campus 	<ul style="list-style-type: none"> • Equipment Services Garage Fire-Police • Fire Building Maintenance • Radio Shop • Police Maintenance Services
Reserve Apparatus Storage Facility	Fire Training Specialized Training Props
<ul style="list-style-type: none"> • Heated Facility for frontline specialized equipment and reserve apparatus <ul style="list-style-type: none"> ○ 4 - Decontamination Trailers ○ Air Trailer ○ 7 Reserve Engines ○ 3 Reserve Ladder Trucks ○ 2 Reserve Rescue Squads ○ 5 Reserve Ambulances ○ Hazardous Materials Trailer 	<ul style="list-style-type: none"> • Fire Live Burn Building • Fire Training Tower • Hazardous Materials Training Props • ATR Training Props • Flashover Training Prop
Possible Future State/City EOC Site	

Exhibit D: Information from OFS-Real Estate

City of Saint Paul, Multi-Year Facilities Plan

Space Needs

November 2, 2011

Dept. Priority	Department/Division	Facility Description	Facility Space Category Matrix									Possible Location Options			
			General Office	Classroom Multi-Purpose	Tactical Training	Indoor Range	Support	Specialize Space	Storage Cold	Storage Heated	Parking Interior	Parking Exterior	Option 1	Option 2	Option 3

Public Works																	
1	Snow Storage/Melting Location(s)	Location for snow removed from Downtown and other areas to be stored and melted															
2	Fleet Storage Structure	New structure to house current and future PW Truck Fleet and equipment												Dale Street Yard			
3	Bridge Maint. Facility	Replacement for current 388 Como yard space, office, shop, garage and material storage space												Dale Street Yard	Burgess Street Yard	New Location	
4	East Side PW Facility	Facility for staging, storage and operations												New Location			
5	Updated Training Room	Remodel of existing Municipal Equipment Building Training Rooms												Remodel of Existing Facility			
6	Long term Solution for Impound, Snow Lot Location	Acquire permanent location(s) for seasonal 800-1,200 Snow Emergency impound lot locations.												Acquire current location	Negotiate new long term leases	New location for purchase or lease	
7	Fleet - Truck and Sweeper wash equipment	Current practices do not meet MPCA/EPA water quality regulations.												Dale Street Yard	Burgess Street Yard		
8	Central Public Works Customer Service Office	New or remodeled facility for public information and permit counter												Dale Street Yard			
9	Acquire Adjacent Dale Street Properties	Acquire 867 Dale Street - Body Shop Acquire 903 Dale Street -												Dale Street Yard			
10	Burgess Street Yard	Reorganize Burgess Street Yard Operations and Storage												Burgess Street Yard			
11	Study relocation of PW Administration and Engineering	Complete a feasibility study of impacts of relocation of PW Administration and Engineering offices to new facility at Dale Street												Dale Street Yard	Burgess Street Yard	New location Adjacent to existing Yards	

Exhibit D: Information from OFS-Real Estate

City of Saint Paul, Multi-Year Facilities Plan

Space Needs

November 2, 2011

Dept. Priority	Department/Division	Facility Description	Facility Space Category Matrix									Possible Location Options					
			General Office	Classroom Multi-Purpose	Tactical Training	Indoor Range	Support	Specialize Space	Storage Cold	Storage Heated	Parking Interior	Parking Exterior	Option 1	Option 2	Option 3	Option 4	
Public Libraries																	
1	Vehicle Storage Garage	Garage for deliver truck currently at old Lexington Library, at conclusion of LRT construction will need new												Can be collocated with PW/Parks			
2	Arlington Hills Library	Replacement Library is included in Payne-Maryland Twon Square Project.												Payne Maryland Town Square Project Site			
3	Sunray Library	Renovation 2012-13 (CIB & Friends)												Existing Location			
4	Highland Library	Renovation 2012-13 (CIB & Friends)												Existing Location			
Safety and Inspections																	
1	Animal Control Facility	Current Facility not large enough												Rebuild at current site	Consider options for relocation		
2	DSI Offices Long Term Solution	Currently Leasing Space, Lease Expires 10/2018												Current Location 375 Jackson			
Office of Technology & Communications																	
1	OTC Office	Consolidated OTC Office space for 40-75 staff and Major Data Center															
	Fiber Cable Equipment Facility	???															

Exhibit D: Information from OFS-Real Estate

City of Saint Paul, Multi-Year Facilities Plan

Space Needs

November 2, 2011

Dept. Priority	Department/Division	Facility Description	Facility Space Category Matrix									Possible Location Options					
			General Office	Classroom Multi-Purpose	Tactical Training	Indoor Range	Support	Specialize Space	Storage Cold	Storage Heated	Parking Interior	Parking Exterior	Option 1	Option 2	Option 3	Option 4	
Parks and Recreation																	
1	East Side Maintenance Facility	Office and Support space for maintenance staff, storage and garage space for maintenance equipment.												TBD East of 35E / Hwy 52			
2	Harriet Island / West Side Maintenance Facility	Can be combined with East Side Facility if location supports access to West Side/Lilydale facilities												Out of flood zone, adjacent to HI & LD Parks			
3	Como Central Services Phase 2 "New Garage Building"	Complete phase 2 of storage building construction, remove several old inefficient storage structures (Oil & Yellow Sheds)												Existing Como Central Service Facility Site			
4	Highland Bath House	Renovation of currently vacant structure for use as activity support pavilion												Existing Facility 1820 Edgecumbe Rd.			
5	Highland Golf Clubhouse	Clubhouse to support Highland National Golf Course. Replacement renovation/addition to existing facility												Existing Facility 1403 Montrial Ave.			
6	Como Zoo Campus Maintenance Office	Facility to replace trailer located in support services space at Como Zoo												Locate in Support Services area of Como Zoo Campus			
	Palace Recreation Center	Replacement facility proposal submitted to CIB Process												Existing Park Site			
	Scheffer Recreation Center	Replacement facility proposal submitted to CIB Process												Existing Park Site			

Exhibit D: Information from OFS-Real Estate

City of Saint Paul, Multi-Year Facilities Plan

Space Needs

November 2, 2011

Dept. Priority	Department/Division	Facility Description	Facility Space Category Matrix									Possible Location Options				
			General Office	Classroom Multi-Purpose	Tactical Training	Indoor Range	Support	Specialize Space	Storage Cold	Storage Heated	Parking Interior	Parking Exterior	Option 1	Option 2	Option 3	Option 4
Police																
1	HQ Parking	Surface Lot and on-street Parking for Officers and Police Squads											Exist. Griffin/HQ Lot, Structured Parking	Acquire Additional Land for Surface Parking	Joint City County Structured Parking	
2	Impound Lot	Police Impound Operations and PW Seasonal Snow lot needs											Barge Channel Rd Main Lot	Northern Snow Lot	Barge Channel Rd Snow Lot	Temp. Short Term Land Leases
3	Communication Services & Maint. (Radio Shop)	Office, Install and Maintenance Shop, Parts Storage and Parking for staff, clients, intake/delivery indoor parking											Public Safety Garage, Energy Park Drive			
4	Narco/Vice/NVRT	Crime Investigation Units, parking for undercover and specialty vehicles, armory and equipment storage											Stand alone location			
5	Traffic & Accident Unit, Motor & Mounted Patrol	Currently located as old SW Team, Highland Park/Edgcumbe Rd Facility											Expand Existing Office Facility	Relocate to TBD existing Office Facility	New Office Facility at TBD Location	Leased Space
6	Training Unit	General Office Space, Classroom and Defensive Tactics Training Operations											Maplewood Range Site New Facility	Griffin/HQ Parking Structure New Facility	Collocated with Fire Training, Energy Park Dr. New/Expanded Facility	Lease Space for Class rooms and Defensive Tactics
7	Central District	District Office Operations space and Parking											Remain at Griffin/HQ	New Facility at N Rice & Sycamore	Relocate to TBD existing Facility in Central Dist.	
8	Training Unit	Training - Indoor Range											Maplewood Range Site New Facility	Griffin/HQ Parking Structure New Facility	Collocated with Fire Training, Energy Park Dr. New/Expanded Facility	LEC/County Range, Shared Use

Exhibit D: Information from OFS-Real Estate

City of Saint Paul, Multi-Year Facilities Plan

Space Needs

November 2, 2011

Dept. Priority	Department/Division	Facility Description	Facility Space Category Matrix									Possible Location Options				
			General Office	Classroom Multi-Purpose	Tactical Training	Indoor Range	Support	Specialize Space	Storage Cold	Storage Heated	Parking Interior	Parking Exterior	Option 1	Option 2	Option 3	Option 4
Fire & Safety Services																
1	Reserve Vehicle Storage	Heated Garage space to store reserve Fire Trucks														
2	Fire Training	Replacement of "temporary" 1950 classroom and office structures with new facilities														
3	Public Safety Equipment Garage	Replace current facility to meet need of current equipment size and maint requirements														
4	FS #19	Additiona to FS #19														
5	FS #7	Replacment Fire Stations														
6	FS #17	Replacment Fire Stations														