



CITY COUNCIL MEETING
Tuesday, May 5, 2026 at 5:30 PM

At 5:30 p.m. Council will meet in a Study Session in Chambers, Charles S. Crandall Center at City Hall, 540 West Hills Circle.

1. Items of Discussion:

1.1. Items of Discussion

SAM KETCHUM

Attorney

Direct Dial (612) 337-9244

email: sketchum@kennedy-graven.com

March 20, 2026

VIA E-MAIL ONLY

Sarah Lerohl
Environmental Review Program Administrator
Minnesota Environmental Quality Board (EQB)
520 Lafayette Road N
Saint Paul, MN 55155
sarah.lerohl@state.mn.us

Carl Wieman
Petitioner's Representative
524 Glendale Street
Owatonna, MN 55060
deniseandcarl@yahoo.com

Melissa Zimmerman
Petitioner's Representative
2525 Stony Creek Drive
Owatonna, MN 55060
lyssalynn13@gmail.com

Re: Petition for an EAW for Owatonna Public Safety Facilities Project

Dear Ms. Lerohl, Mr. Wieman, and Ms. Zimmerman:

My law firm represents the City of Owatonna, which is the Responsible Governmental Unit for the above Petition. The City has made a decision on the Petition. I am authorized by the enclosed Resolution to provide notice of the decision to the EQB and the petitioner's representatives.

Attached are the following documents:

1. Owatonna City Council Resolution No. 41 Denying a Petition for the Preparation of an Environmental Assessment Worksheet for the Owatonna Public Safety Facilities Project;
2. Design Tree, Inc. Environmental Review Memorandum dated December 15, 2025;
3. Design Tree, Inc. Environmental Review Memorandum dated March 3, 2026;
4. City Administrator Jenna Tuma Purpose Memorandum dated March 17, 2026; and
5. Partial Site Map with Contributing and Non-contributing Structures.

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March 20, 2026

Please feel free to contact me or City Administrator Jenna Tuma, the contact for the Responsible Governmental Unit, with any questions.

Sincerely,

KENNEDY & GRAVEN, CHARTERED

Sam Ketchum

Sam Ketchum

cc: Jenna Tuma, City Administrator
Emily Thamert, Assistant City Administrator
Mark Walbran, City Attorney

RESOLUTION NO. 41-26

RESOLUTION DENYING A PETITION FOR THE PREPARATION OF AN ENVIRONMENTAL ASSESSMENT WORKSHEET FOR THE OWATONNA PUBLIC SAFETY FACILITIES PROJECT

WHEREAS, the City of Owatonna (the "City") has proposed a public safety center facilities update, which includes the design and construction of a new, approximately 60,000 square foot Police Station on a 5.15-acre site and a new, approximately 43,660 square foot Fire Station on a 2.9-acre site (the "Project"); and

WHEREAS, the City has completed a significant independent assessment that identified existing facilities have water leaks, sewage line problems, outdated roofing, windows and technology systems, inadequate heating, ventilation and air conditioning (HVAC) systems; and

WHEREAS, the Project would replace aging buildings and assets to provide the City with modern safety systems to protect first responders; provide functional space for effective police and fire department operations; provide adequate space for training and employee wellness; provide onsite parking for police vehicles, fire trucks, and other emergency response vehicles and equipment; and provide space for future growth and enhanced emergency response capabilities; and

WHEREAS, the City Council has held various public meetings and study sessions related to the Project in order to inform and engage the public, including on November 18, 2025 and December 10, 2025; and

WHEREAS, the City has performed geotechnical analysis regarding the Project; and

WHEREAS, on February 19, 2026 the City received a citizen petition (the "Petition") from the Environmental Quality Board (the "EQB") requesting that the City require an Environmental Assessment Worksheet ("EAW") for the Project; and

WHEREAS, the EQB has designated the City as the Responsible Governmental Unit ("RGU") for the Project; and

WHEREAS, as the RGU, under EQB rules, the City has 15 business days from the date of the receipt of the Petition to decide on the need for an EAW; and

WHEREAS, under EQB rules, because the RGU decision must be made by the City Council which meets on a periodic basis, the initial 15-business day time period to decide on the need for an EAW may be extended by the City for an additional 15 business days; and

WHEREAS, the Petition was formally published in the EQB Monitor on February 24, 2026; and

WHEREAS, the City has obtained a memorandum from Design Tree Engineering and Land Surveying regarding environmental review requirements related to the Project, dated December 15, 2025 (the "December 15, 2025 Memorandum"), which is incorporated into this Resolution by reference; and

WHEREAS, as discussed in the December 15, 2025 Memorandum, the Project does not involve impacts to public waters or wetlands, shoreland areas, floodplains, or wild and scenic river districts; and

WHEREAS, the amount of land conversion is limited to the individual Project site and is far below the acreage thresholds that would require environmental review; and

WHEREAS, the Project also does not include hazardous waste treatment or storage facilities, industrial processes, or air emissions that approach regulatory thresholds.

WHEREAS, utility improvements are limited to standard municipal water, sanitary sewer, and stormwater connections, and no major infrastructure such as transmission lines, pipelines, water appropriation systems, or wastewater treatment facilities is proposed; and

WHEREAS, as discussed further on page 2 and 3 of the December 15, 2025 Memorandum, although the Petition alleges that the Project triggers a mandatory EAW under Minnesota Rules, part 4410.4300, subpart 31 for certain historic properties, the Project does not in fact involve destruction, in whole or part, or the moving of such property; and

WHEREAS, additionally, City staff and consultants have consulted with the State Historic Preservation Office and the State Archeologist about the Project; and

WHEREAS, as discussed further throughout the December 15, 2025 Memorandum, the Project is modest in scale, is not located in environmentally sensitive area, does not involve regulated environmental impacts, and is consistent with existing municipal land use and infrastructure planning; and

WHEREAS, per the conclusions in the December 15, 2025 Memorandum, the Project is not subject to a mandatory EAW; and

WHEREAS, Minnesota Rules, part 4410.1100, subpart 6 require the City to determine whether the evidence presented by the petitioners and other persons or otherwise known

to the RGU demonstrates that, because of the nature or location of the Project, the Project may have the potential for significant environmental effects; and

WHEREAS, Minnesota Rules, part 4410.1100, subpart 6 further requires the City to take into account the following factors listed in Minnesota Rules, part 4410.1700, subpart 7 in making such determination:

- a. Type, extent, and reversibility of environmental effects;
- b. Cumulative potential effects: whether the cumulative potential effect is significant; whether the contribution from the project is significant when viewed in connection with other contributions to the cumulative potential effect; the degree to which the project complies with approved mitigation measures specifically designed to address the cumulative potential effect; and the efforts of the proposer to minimize the contributions from the project;
- c. The extent to which the environmental effects are subject to mitigation by ongoing public regulatory authority; and
- d. The extent to which environmental effects can be anticipated and controlled as a result of other available environmental studies undertaken by public agencies or the project proposer, including other environmental impact statements; and

WHEREAS, the City has obtained an additional memorandum from Design Tree Engineering and Land Surveying taking into account the factors listed in Minnesota Rules, part 4410.1700, subpart 7 related to the Project, dated March 3, 2026 (the "March 3, 2026 Memorandum"), which is incorporated into this Resolution by reference; and

WHEREAS, as discussed in the March 3, 2026 Memorandum, the potential environmental effects associated with the Project is typical of small-scale urban institutional development and include temporary construction disturbance, limited vegetation clearing, and minor increases in impervious surface area and does not involve activities that would create long-term, irreversible environmental effects; and

WHEREAS, as discussed in the March 3, 2026 Memorandum, given the modest scale of the development and the absence of sensitive environmental resources, the Project's contributions to cumulative environmental effects are not significant; and

WHEREAS, as discussed in the March 3, 2026 Memorandum, potential environmental effects associated with the Project are subject to multiple existing regulatory frameworks that provide effective mitigation and environmental protection, including local stormwater management, construction permitting, local erosion and sediment control, municipal zoning and site plan review processes, and building and fire code requirements; and

WHEREAS, as discussed in the March 3, 2026 Memorandum, potential environmental effects associated with the Project may be anticipated and controlled through existing studies and planning, especially the City's comprehensive planning, zoning regulations, and infrastructure planning such as grading plans, stormwater management design, and utility planning; and

WHEREAS, per the conclusions in the March 3, 2026 Memorandum, potential environmental effects associated with the Project are limited in scope, are largely temporary during construction, are subject to effective mitigation through existing regulatory programs, and may be anticipated and controlled through existing studies and planning; and

WHEREAS, at its meeting on March 17, 2026, the City Council considered the Petition, the December 15, 2025 Memorandum, the March 3, 2026 Memorandum, this Resolution, and additional documentation and records contained within the records of the City (the "Record of Decision"); and

WHEREAS, after careful consideration and based on all of the evidence presented by the petitioners and other persons or otherwise known to the RGU, including the entire Record of Decision and the evidence and testimony presented to the City Council, and upon consideration of the factors and criteria set forth in Minnesota Rules, Part 4410.1100, subpart 6 and Part 4410.1700, subpart 7, the City Council determines that the Project does not present the potential for significant environmental effects beyond those which are subject to mitigation by ongoing public regulatory authority or can be anticipated and controlled as a result of other available environmental studies undertaken by public agencies or the Project proposer.

NOW, THEREFORE, BE IT FURTHER RESOLVED, by the City Council of the City of Owatonna, Minnesota:

1. The Petition for the preparation of an EAW is hereby denied because the evidence presented fails to demonstrate that the Project may have the potential for significant environmental effects beyond those which are subject to mitigation by ongoing public regulatory authority or can be anticipated and controlled as a result

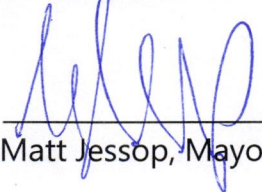
of other available environmental studies undertaken by public agencies or the Project proposer.

2. The City Clerk/Treasurer or her designee is specifically authorized and directed to mail a copy of this Resolution to the representative for the petitioners, the EQB, and the Project developer within five days of the date it was adopted.
3. The City Clerk/Treasurer or her designee is specifically authorized to complete the online submission form for the EQB Monitor found on the EQB's website and to upload a copy of this Resolution.
4. City staff, legal counsel, and consultants are otherwise hereby authorized and directed to act in accordance with this Resolution and denial of the Petition.

Passed and adopted this 17th day of March, 2026 with the following vote:

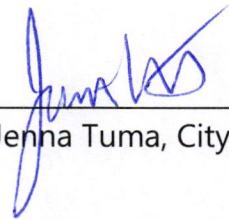
Aye 7; No 0; Absent 0.

Approved and signed this 17th day of March, 2026.



Matt Jessop, Mayor

ATTEST:



Jenna Tuma, City Clerk/Treasurer

December 15, 2025

Chris Ziemer, CSI, LEED AP
Project Development Director
1331 Tyler Street NE Suite 101
Minneapolis, MN 55413

Dear Chris:

Thank you for your inquiry regarding whether an Environmental Assessment Worksheet (EAW), Environmental Impact Statement (EIS), or Alternative Urban Areawide Review (AUAR) was required for the City of Owatonna's Police Station and Fire Station projects. Our team has carefully reviewed the requirements of the Minnesota Environmental Review Program and compared those requirements to the scope and characteristics of these projects. Based on this review, no environmental review document is required for either project site.

Minnesota's environmental review requirements are governed by Minnesota Rules Chapter 4410. These rules establish specific, objective thresholds that determine when an EAW, EIS, or AUAR is required.

Environmental Assessment Worksheet (EAW) and Environmental Impact Statement (EIS)

Mandatory environmental review is required only when a project meets or exceeds thresholds identified in Minn. R. 4410.4300 (EAW) or 4410.4400 (EIS). The Police Station (approximately 60,000 square feet on a 5.15-acre site) and the Fire Station (approximately 43,660 square feet on a 2.9-acre site) are classified as institutional facilities. In a city the size of Owatonna, an EAW is required only when an institutional facility equals or exceeds 300,000 square feet, and an EIS is required only at 750,000 square feet. Both facilities are well below these thresholds.

In addition, neither project involves impacts to public waters or wetlands, shoreland areas, floodplains, or wild and scenic river districts. No wetlands are present on either site, and no wetland impacts are proposed. The amount of land conversion is limited to the individual project sites and is far below the acreage thresholds that would require environmental review.

Neither project involves the demolition or relocation of buildings listed on the National or State Register of Historic Places. The projects also do not include hazardous waste treatment or storage facilities, industrial processes, or air emissions that approach regulatory thresholds. Utility improvements are limited to standard municipal water, sanitary sewer, and stormwater connections, and no major infrastructure such as transmission lines, pipelines, water appropriation systems, or wastewater treatment facilities is proposed.

Based on these factors, the projects do not meet any mandatory EAW or EIS criteria under Minnesota Rules. Full details of these criteria are summarized below:

1. Building Size Thresholds – Institutional Facilities

The Police Station (60,000 SF) and Fire Station (43,660 SF) are classified as *institutional facilities*. Under Minn. R. 4410.4300, Subp. 14(B), an EAW is required for new institutional buildings only when gross floor area equals or exceeds:

- 300,000 square feet in second-class cities (legal classification of cities under Minnesota Statutes § 410.01 and § 412.191. Owatonna's population is approximately 26,000, so Owatonna is considered a second-class city).

Similarly, Minn. R. 4410.4400, Subp. 11(B) requires an EIS only at:

- 750,000 square feet for institutional facilities in second-class cities.

Both the Police Station and Fire Station are well below these thresholds, and therefore do not trigger environmental review based on building size.

2. Wetlands, Public Waters, Shoreland, or Floodplain

Minnesota Rules include EAW triggers for impacts to:

- Public waters and public water wetlands (Minn. R. 4410.4300, Subp. 27),
- Wetlands ≥ 1 acre in sensitive areas (Subp. 27(B)),
- Projects in shoreland or floodplains (various applicable subparts).

Our project sites include:

- No public waters,
- No wetlands,
- No wetland impacts, and
- No shoreland, floodplain, or wild & scenic river districts.

Because none of these conditions are present, no environmental review is required under these categories.

3. Land Conversion or Vegetation Clearing

Minn. R. 4410.4300, Subp. 36(A) requires an EAW for projects that permanently convert 80 acres or more of agricultural, prairie, forest, or naturally vegetated land. Combined, both sites total 8.05 acres of land conversion.

This is far below the 80-acre threshold, so no review is required.

4. Roadway Construction

Minn. R. 4410.4300, Subp. 22(A) triggers an EAW for:

- Construction of a road on a new location over one mile that will function as a collector road.

The Police Station includes approximately 500–600 feet of new access roadway, and the Fire Station includes 150–200 feet. Neither road exceeds one mile nor functions as a collector.

Therefore, road construction does not trigger environmental review.

5. Historic Properties



Minn. R. 4410.4300, Subp. 31 requires an EAW if a project will demolish or move a building listed on the National or State Register of Historic Places.

The structures being removed or impacted at both sites:

- Are not listed in the National Register of Historic Places or the State Register.

Therefore, no historic preservation-related environmental review is triggered.

6. Hazardous Waste, Industrial Processes, Air Emissions

Environmental review is required when a project:

- Stores or treats $\geq 1,000$ kg/month of hazardous waste (4410.4300, Subp. 16),
- Includes industrial processes producing significant air emissions ≥ 250 tons/year of pollutants or $\geq 100,000$ tons/year of CO_2e (Subp. 15),
- Involves hazardous waste disposal facilities.

For both sites:

- No hazardous waste facilities are proposed,
- No industrial processes occur onsite,
- No significant air emissions will be generated.

Therefore, no EAW/EIS thresholds are triggered in these categories.

7. Major Utilities, Pipelines, Transmission Lines, Water Appropriation

Minnesota Rules include environmental review triggers for:

- High-voltage transmission lines (Subp. 6),
- Pipelines exceeding specific lengths and pressures (Subp. 7),
- Large water appropriations ≥ 30 million gallons/month (Subp. 24),
- Wastewater treatment facilities $\geq 200,000$ GPD (Subp. 18).

For these projects:

- No high-voltage transmission lines or regulated pipelines exist or are proposed,
- No water appropriation permits are needed,
- No wastewater treatment facilities are proposed,
- The projects will not exceed the capacity of the existing municipal sewer system.

Because none of these regulated infrastructure types are part of the project, no thresholds are met.

Alternative Urban Areawide Review (AUAR)

An Alternative Urban Areawide Review (AUAR), authorized under Minn. R. 4410.3610, is a discretionary planning tool that a local unit of government may use to evaluate anticipated residential, commercial, warehousing, or light industrial development and associated infrastructure across a defined geographic area. AUARs are intended to assess future development patterns and cumulative impacts at a planning level and are typically used when a city is evaluating potential buildout scenarios for private development



over a large area.

The Police Station and Fire Station projects are stand-alone public safety facilities and do not represent speculative or anticipated private development. They do not involve multiple development scenarios, do not induce additional growth, and do not require areawide assumptions about future land use or infrastructure capacity. As such, they are not the type of projects for which an AUAR is intended or necessary.

Importantly, the AUAR process is not mandatory and may only be initiated at the discretion of the Responsible Governmental Unit. A request from a citizen does not obligate the City to conduct an AUAR, particularly where no mandatory EAW or EIS thresholds are met and where the project does not present potential for significant environmental effects.

Conclusion

After reviewing the applicable provisions of Minnesota Rules Chapters 4410.4300, 4410.4400, and 4410.3610, our team has determined that the Police Station and Fire Station projects do not require preparation of an EAW, EIS, or AUAR. The projects are modest in scale, are not located in environmentally sensitive areas, do not involve regulated environmental impacts, and are consistent with existing municipal land use and infrastructure planning.

Please feel free to reach out if you have additional questions.

Sincerely,
DESIGN TREE ENGINEERING, INC



Griffin Dempsey, PE
Civil Engineer
gkd@dte-ls.com
763-270-6311



March 03, 2026

Memorandum

To: City of Owatonna / Project File

From: Environmental Review Consultant

Date: March 6, 2026

Subject: Environmental Review Determination – Consideration of Factors under Minnesota Rules 4410.1100 and 4410.1700 for the Owatonna Police and Fire Station Projects

Purpose

This memorandum documents the City's consideration of the environmental review criteria required under Minnesota Rules 4410.1100, Subp. 6 and 4410.1700, Subp. 7 in determining whether the proposed Police Station and Fire Station projects have the potential for significant environmental effects that would require preparation of an Environmental Assessment Worksheet (EAW).

Minnesota Rules require that, when determining whether environmental review is necessary, the Responsible Governmental Unit (RGU) evaluate the potential for significant environmental effects using the criteria listed in Minnesota Rules 4410.1700, Subp. 7. These criteria include the type and extent of environmental effects, cumulative impacts, the extent to which impacts can be mitigated by regulatory authority, and the degree to which environmental effects are understood and controllable through existing studies and regulatory processes.

This memorandum summarizes those considerations as they apply to the proposed projects.

Project Overview

The City of Owatonna proposes construction of two municipal public safety facilities:

Police Station

- Building area: approximately 60,000 square feet
- Site area: approximately 5.50 acres
- New roadway access: approximately 500–600 feet

Fire Station

- Building area: approximately 42,000 square feet
- Site area: approximately 2.9 acres
- New roadway access: approximately 150–200 feet

The projects involve typical municipal development including building construction, parking areas, site grading, stormwater management, and utility connections to existing municipal infrastructure.

Neither site contains wetlands, public waters, floodplain, or shoreland resources. No historic structures listed on the National or State Register of Historic Places are affected.

Evaluation of Environmental Review Factors

(Minnesota Rules 4410.1700, Subp. 7)

A. Type, Extent, and Reversibility of Environmental Effects

The potential environmental effects associated with the projects are typical of small-scale urban institutional development and include temporary construction disturbance, limited vegetation clearing, and minor increases in impervious surface area.

These impacts are localized and limited in extent, confined to the individual project sites totaling approximately 8.05 acres combined. Construction-related impacts such as noise, dust, and traffic are temporary and will cease upon completion of construction.

Operational impacts are expected to be minimal. Public safety facilities typically generate modest traffic volumes compared to commercial or industrial development. Emergency vehicle operations occur intermittently and are not expected to result in sustained environmental impacts.

Any site disturbance associated with grading, utilities, and building construction is reversible through standard site restoration practices. Following construction, disturbed areas will be stabilized through landscaping, pavement, and stormwater management infrastructure.

Overall, the projects do not involve activities that would create long-term, irreversible environmental effects.

B. Cumulative Potential Effects

Cumulative potential effects consider whether a project contributes to environmental impacts when viewed in combination with past, present, or reasonably foreseeable future actions.

The proposed projects represent stand-alone public safety facilities and are not components of a broader development plan that would significantly alter land use patterns or induce substantial additional growth. Potential cumulative considerations include:

- Incremental increases in impervious surface area
- Minor traffic generation
- Typical municipal utility demand

Vegetation removal associated with the projects is limited to the individual site footprints and does not represent a large-scale loss of forested land or natural habitat. The sites are located within an urbanized environment where vegetation is fragmented and interspersed with developed land uses. Landscaping requirements associated with the projects will restore portions of the urban tree canopy over time, further limiting the potential for cumulative ecological effects.

These effects are relatively small and occur within already developed or planned urban areas served by existing municipal infrastructure.

The projects are also subject to local stormwater management regulations, which require the implementation of stormwater best management practices designed to manage runoff volume and water quality. Compliance with these requirements ensures that potential cumulative impacts related to



stormwater are minimized.

Given the modest scale of the development and the absence of sensitive environmental resources, the projects' contributions to cumulative environmental effects are not significant.

C. Extent to Which Environmental Effects Are Subject to Mitigation by Regulatory Authority

Potential environmental effects associated with the projects are subject to multiple existing regulatory frameworks that provide effective mitigation and environmental protection.

Key regulatory mechanisms include:

- Local stormwater management ordinances governing runoff quantity and water quality including MS4 Permitting.
- Construction stormwater permitting requirements administered through state and federal NPDES programs
- Local erosion and sediment control regulations
- Municipal zoning and site plan review processes
- Building code and fire code requirements

These regulatory programs provide established mitigation measures that address potential environmental impacts associated with grading, drainage, erosion control, and site development.

Because these projects occur within a developed municipal environment and are fully subject to these regulatory controls, potential environmental effects can be effectively mitigated through standard permitting and compliance processes.

D. Extent to Which Environmental Effects Can Be Anticipated and Controlled Through Existing Studies and Planning

Environmental effects associated with typical municipal facility development are well understood and predictable. The City's comprehensive planning, zoning regulations, and infrastructure planning provide an established framework for managing development impacts.

The project sites are located within areas already designated for urban development and served by existing public infrastructure including roads, water supply, and sanitary sewer systems. As a result, the environmental effects associated with the projects can be readily anticipated and controlled. Additionally, engineering analyses performed during project design — including grading plans, stormwater management design, and utility planning — provide detailed evaluation of site conditions and ensure that environmental effects are addressed through design measures.

Because the projects involve standard urban development practices within a regulated municipal environment, environmental impacts are well characterized and manageable through established planning and engineering controls.

Conclusion

Based on the evaluation of the factors outlined in Minnesota Rules 4410.1700, Subp. 7, the proposed Police Station and Fire Station projects do not have the potential for significant environmental effects. Environmental impacts associated with the projects are limited in scope, largely temporary during



construction, and subject to effective mitigation through existing regulatory programs. The projects occur within areas planned and served for urban development and do not involve environmentally sensitive resources or large-scale land disturbance.

Accordingly, the City has determined that the projects do not warrant preparation of an Environmental Assessment Worksheet and do not require further environmental review under Minnesota Rules Chapter 4410.

Sincerely,
DESIGN TREE ENGINEERING, INC

A handwritten signature in black ink, appearing to read 'Griffin Dempsey', with a stylized flourish at the end.

Griffin Dempsey, PE
Civil Engineer
gkd@dte-ls.com
763-270-6311





DATE: March 17, 2026
TO: Mayor and City Council
FROM: Jenna Tuma, City Administrator
SUBJECT: Resolution 41-26: Environmental Assessment Worksheet Petition

Purpose:

Requesting Council approval of Resolution 41-26 to deny the need for an Environmental Assessment Worksheet for the proposed police and fire facilities.

Background:

On February 19, 2026, the City received a citizen petition from the Environmental Quality Board (the "EQB") requesting that the City require an Environmental Assessment Worksheet ("EAW") for the Project. The EQB has designated the City as the Responsible Governmental Unit ("RGU") for the Project.

The City has obtained a memorandum from Design Tree Engineering and Land Surveying regarding environmental review requirements related to the Project, dated December 15, 2025 (attached), which is incorporated into this Resolution by reference. The December 15, 2025 Memorandum, notes the Project is modest in scale, is not located in an environmentally sensitive area, does not involve regulated environmental impacts, and is consistent with existing municipal land use and infrastructure planning and concludes the project is not subject to a mandatory EAW.

The City has obtained an additional memorandum from Design Tree Engineering and Land Surveying taking into account the factors listed in Minnesota Rules, part 4410.1700, subpart 7 related to the Project, dated March 3, 2026, which is incorporated into this Resolution by reference. The conclusion of the March 3, 2026 Memorandum, potential environmental effects associated with the Project are limited in scope, are largely temporary during construction, are subject to effective mitigation through existing regulatory programs, and may be anticipated and controlled through existing studies and planning.

The complete background and additional information can be found in Resolution 41-26 and the included attachments.

Budget Impact:

There is no additional budget impact with the approval of Resolution 41-26. Additional professional resources were needed to address the petition. Those final numbers are not available at this time.

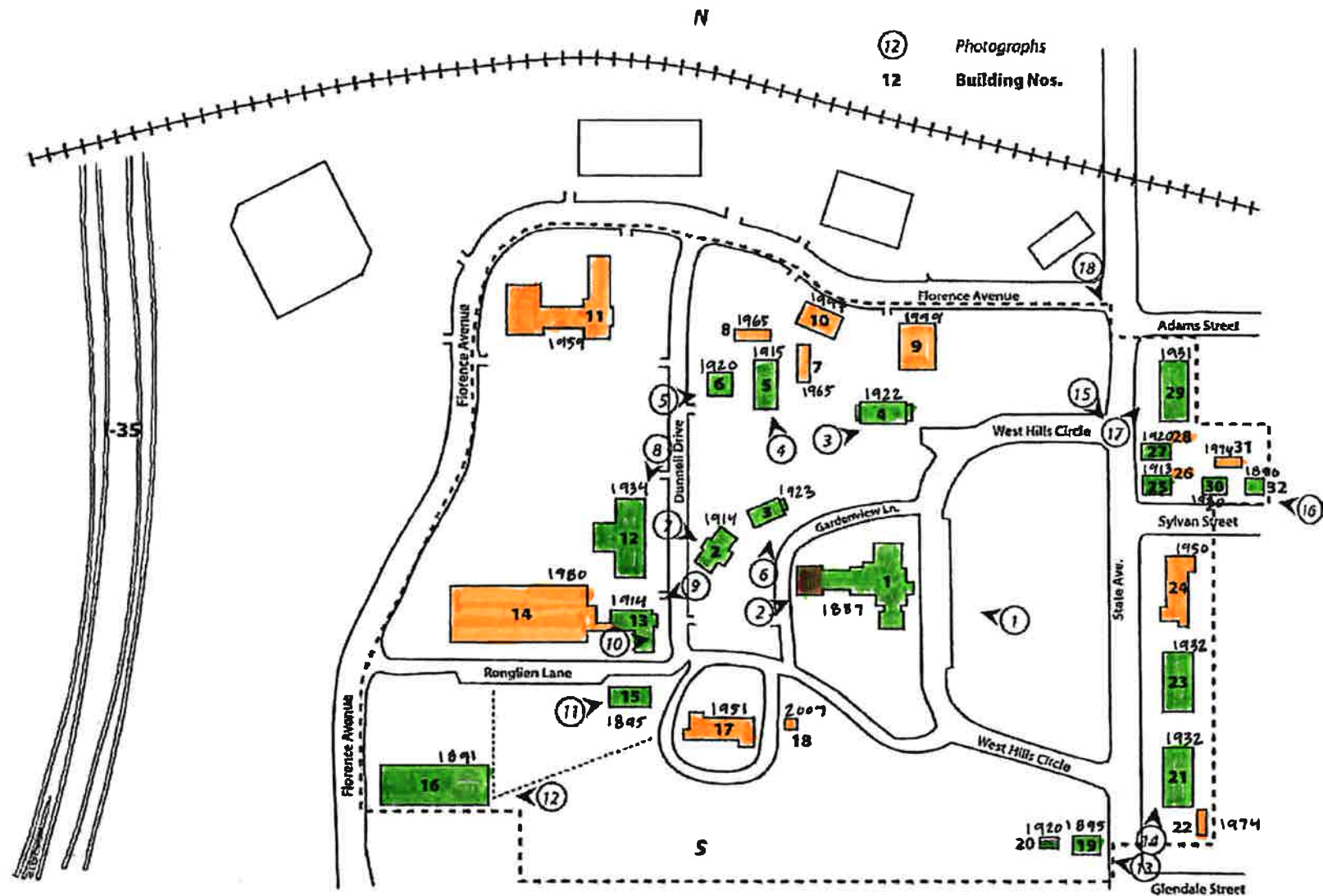
Staff Recommendation:

Staff recommends the approval of Resolution 41-26 to deny the need for an Environmental Assessment Worksheet for the proposed police and fire facilities.

Attachments:

1. Resolution 41-26: Denying Petition for EAW
2. Design Tree Environmental Review Memo 12/3/2025
3. Design Tree Environmental Review Memo 03/03/2026
4. SHPO Campus Map

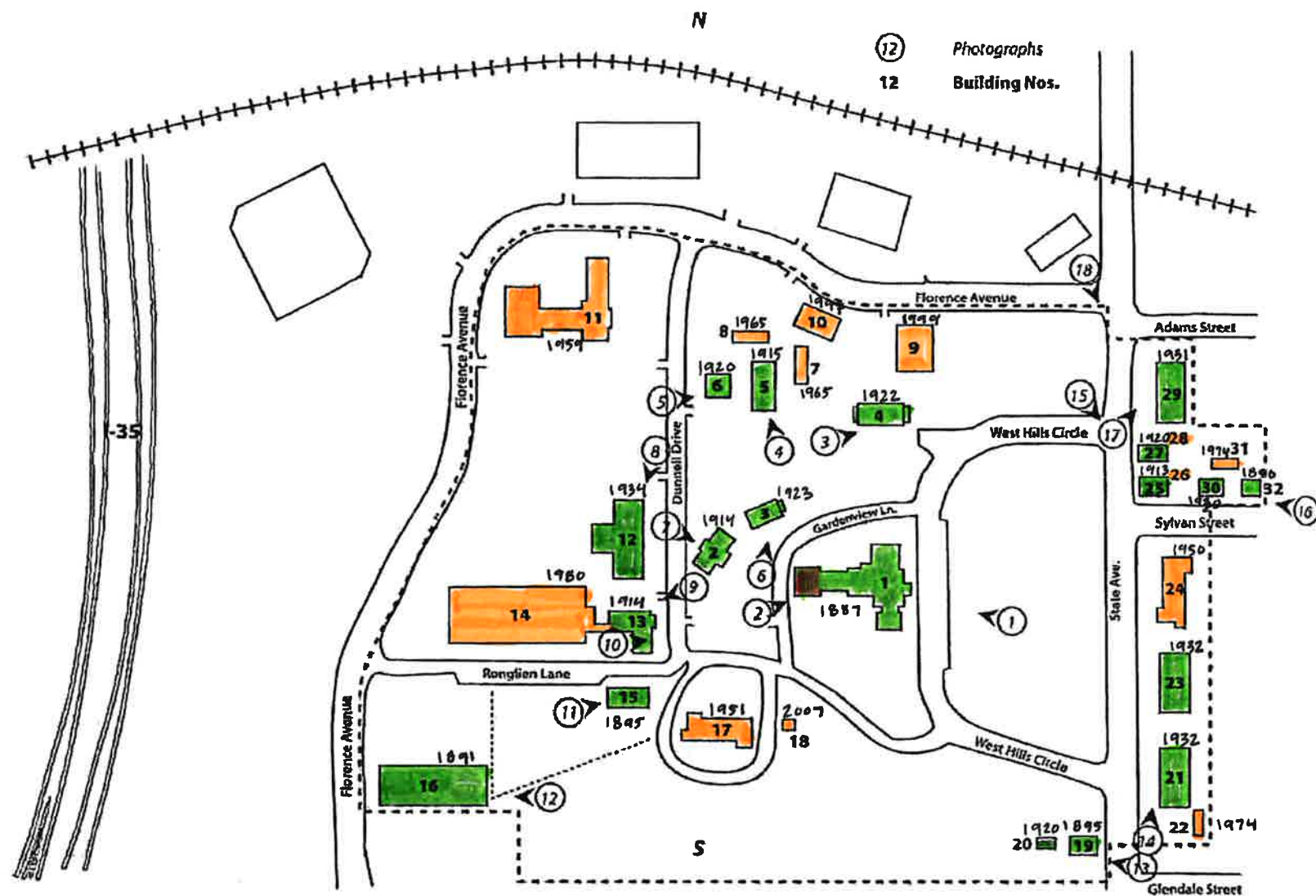
MAP #1: Sketch Map and Location of Photographs, State Public School Historic District, Owatonna, Minnesota



MINNESOTA STATE SCHOOL FOR DEPENDENT AND NEGLECTED CHILDREN
OWATONNA, STEELE COUNTY, MINNESOTA

 Contributing Resource
 Non-contributing

MAP #1: Sketch Map and Location of Photographs, State Public School Historic District, Owatonna, Minnesota



MINNESOTA STATE SCHOOL FOR DEPENDENT AND NEGLECTED CHILDREN
OWATONNA, STEELE COUNTY, MINNESOTA

 Contributing Resource
 Non-contributing

April 14, 2026

VIA E-MAIL

Jenna Tuma, City Administrator
City of Owatonna
Jenna.tuma@owatonna.gov

Chris Ziemer, Business Development Executive
ICS
Chris.ziemer@ics-builds.com

RE: Owatonna Police Facility New Construction
480 Dunnell Drive
Owatonna, Steele County
SHPO Number: 2026-0600

Dear Ms. Tuma and Mr. Ziemer:

Thank you for the opportunity to comment on the above project. Information received from Wold Architects and Engineers on March 19, 2026, has been reviewed pursuant to the responsibilities given the State Historic Preservation Office by the Minnesota Historic Sites Act (Minn. Stat. 138.665-666) and the Minnesota Field Archaeology Act (Minn. Stat. 138.40).

Based on the materials submitted, the SHPO cannot complete its review. Additional information about both the police facility and fire station is required.

Regulatory Compliance

This project meets the criteria that require consultation with our office. The Minnesota Historic Sites Act obligates the “state, state department, agencies, and political subdivisions” carrying out, funding, or licensing a project to consult with the Minnesota State Historic Preservation Office (SHPO) when the project could affect properties designated as part of the state historic site network (Minn. Stat. 2022 138.662), selected for inclusion in the State Register of Historic Places (Minn. Stat. 2022 138.664), or **listed in the National Register of Historic Places** (Minn. Stat. 138.665). Additionally, the state is required to cooperate with the SHPO and the Minnesota Historical Society (MNHS) “in safeguarding state historic sites and in the preservation of historic and archaeological properties” (Minn. Stat. 138.666). This project is within the boundaries of the **Minnesota State Public School for Dependent and Neglected Children (ST-OWA-00410)**, currently called West Hills, a National Register-listed property that is subject to the Minnesota Sites Act. Additionally, construction of the new fire station potentially will result in change of use, vacancy, loss of original materials, and neglect of the **Owatonna City and Firemen’s Hall (ST-OWA-00038)** at 107 Main Street W, which is both individually listed in the National Register and a contributing building within the National Register-listed Owatonna Commercial Historic District.

The Minnesota Field Archaeology Act obligates the agency or department “controlling” non-federal public lands and waters, to consult with the SHPO and the Office of the State Archaeologist when

“significant archaeological or historic sites are known or, based on scientific investigations, are predicted to exist” on non-federal public lands or waters. The Field Archaeology Act applies in this instance because the City of Owatonna controls the non-federal public lands and the proposed construction of the new police facility has the potential to affect significant archaeological and historic sites, specifically remnants of buildings and/or materials related to the State School historic property.

We note that on March 17, 2026, the Owatonna City Council adopted Resolution 41-26 denying a citizen petition request for preparation of an Environmental Assessment Worksheet to assess potential environmental impacts of the proposed police and fire facilities project. A preambular clause of the resolution stated: “City staff and consultants have consulted with the State Historic Preservation Office and the State Archaeologist about the Project.” This statement does not accurately reflect the status of consultation. The SHPO had only received a formal request for consultation for the police facility construction on March 17 (attachments not received until March 19), and the fire station construction was not included. The Office of the State Archeologist has not received a request to consult on either the police facility or fire station, as of April 10, 2026.

The City of Owatonna has consulted with our office on previous projects involving the West Hills campus, namely the Merrill Hall HVAC, Electrical System, and Fire Suppression Project in 2024 and the Addition to the Owatonna Arts Center Project in 2015, so it would seem as though the city is somewhat familiar with its requirements to consult under state preservation laws.

At this time, we will need additional information to continue our review. Below are our initial comments, based on the information we’ve received to date.

Project Scope

SHPO understands the police and fire facilities are components of a single Public Safety Facilities Project. However, only materials for the police facility were submitted.

Materials submitted on March 19 for our review included the following:

- Request for Project Review Form for the Police Facility Project
- Sketch map from the State Public School National Register documentation, with police facility site marked
- Copy of the National Register documentation for the State Public School
- Photos of the West Hills campus
- Set of architectural drawings for the new police facility

Submitted project materials only addressed construction of the police facility and didn’t include information about construction of the fire station and the resulting vacation of the existing historic Owatonna City and Firemen’s Hall. We understand the new police facility and fire station have been planned for and presented to the community as intrinsically linked activities—called Public Safety Facilities—which, together, may be funded under the same municipal bond initiative.

Our office requests to be consulted on both the new police facility and fire station components of the Public Safety Facilities Project. Please submit a description and related project documentation for the fire station project.

Identification of Historic Properties

Archaeology

Based on a review of historical aerial imagery and Sanborn Fire Insurance maps, there was a structure (likely “Cottage No. 4”) at or near the location of the proposed police station. This information is likely to inform research questions regarding the National Register-listed property and may be irreversibly damaged by new construction. Therefore, due to the nature and location of the proposed project, we recommend that a Phase I archaeological survey be completed. The survey must meet the requirements of the Secretary of the Interior's Standards for Identification and Evaluation and should include an evaluation of National Register eligibility for any properties that are identified. For a list of consultants who have expressed an interest in undertaking such surveys, please visit the website <https://www.mnhs.org/preservation/directory> and select “Archaeologists” in the “Specialties” box.

To submit an archaeology survey report for SHPO review, the consulting archaeologist must submit it through the [Office of the State Archaeologist \(OSA\) Portal](#). Guidance for the archaeologist is on the SHPO website: <https://mn.gov/admin/shpo/surveyandinventory/manual/>.

Architectural History

Three properties listed in the National Register of Historic Places may be affected by proposed Public Safety Facilities Project:

- Minnesota State Public School for Dependent and Neglected Children (ST-OWA-00410)
- Owatonna City and Firemen’s Hall (ST-OWA-00038)
- Owatonna Commercial Historic District (ST-OWA-00389)

Analysis of Effects

An adverse effect is found when a proposed project may alter, directly or indirectly, any of the characteristics of a historic property that qualify it for inclusion in the National Register of Historic Places in a manner that would diminish its integrity. Examples of adverse effects include (but are not limited to) physical destruction to all or part of a historic property; alteration of a historic property which is inconsistent with federal preservation standards; removal of a historic property from its historic location; change in a historic property’s use or physical features within its setting; transfer, lease, or sale of a historic property out of public ownership.

[The Secretary of the Interior’s Standards for Rehabilitation](#) and accompanying Guidelines are used to assess the appropriateness of a proposed project.

Police Facility

We understand that, as it is currently proposed, the police facility will be a 57,000 gross square foot, two level building constructed on bare land on Dunnell Drive near a main entrance to the campus from State Avenue. A new 60-stall parking lot and an access drive will be constructed at the south and east sides of the building. The intersection of Dunnell Drive and W. Hills Circle will be reconfigured. And a storm water pond will be constructed to the east of the new access drive.

We believe the placement of the new police facility is likely to adversely affect characteristics of the State Public School that qualify it for listing in the National Register in ways that diminish its integrity. Introduction of a 36,000 square-foot building and a paved surface within former open space and near a main approach to the Administration Building will alter the setting and design of the historical

circulation pattern and relationship between remaining contributing buildings and the planned open spaces which characterize the campus.

Also, until an archaeological survey is conducted, it's unknown whether the proposed police station construction has the potential to damage archaeological materials important to understanding the historic State Public School complex.

Fire Station

We note that the City's website lists several deferred maintenance issues at the Fire Hall as rationale to vacate it in favor of new construction. When further details are provided about this component of the project, we will review and comment.

Continuing Consultation

So that we may better understand and respond to the proposed project, please provide an explanation as to how the City decided on the current plan, including information regarding any other options considered (for example: alternative locations for the police facility, such as at the current location or on less prominent areas of the State Public School campus near non-contributing buildings; rehabilitation of existing police and fire facilities; construction of additions to existing facilities; etc.). Please provide a summary of any public or advisory group participation during the decision-making process. This information is needed by the SHPO to support an assertion that all ways to avoid and mitigate any adverse effects on the historic properties have been thoroughly considered.

The City's response should include an appropriate level of documentation that supports its decision, including, but not limited to, current photographs of the properties, feasibility studies, and results of any building rehabilitation study and/or structural conditions assessment.

Please submit the following additional documentation to our office so that we may continue our review of this project:

- Confirmation that the consulting archaeologist has submitted the archaeological survey report to the OSA Portal;
- The full archaeology report title, author, and report date;
- A description of the fire station construction component;
- A description of the undertaking's anticipated effects on the historic properties;
- An explanation of plans and timeline for the Fire Hall once fire safety operation vacates it.
- A description of the alternatives that were considered and any assessment studies/reports that led to the decisions for siting the new police station and for vacating the current historic Fire Hall.

Please submit the additional information requested to ENReviewSHPO@state.mn.us, and include the SHPO Project Number 2026-0600 in the Subject line of your email. The state's Outlook system can accept up to 25MB attachment size per email. If documentation exceeds this limit, please send an email with explanation and a link to a secure FTP or cloud site from which the SHPO may download the documents.

Also, SHPO staff would be open to a site visit (preferably a Wednesday or Thursday) to see project locations with City staff and West Hills Commission members. A couple of commission members have

reached out to us with the idea of having a conversation to better understand compliance with state preservation laws, so this would be a good opportunity to do both.

If you have any questions regarding our review of this project, please contact Leslie Coburn, Environmental Review Specialist, at leslie.coburn@state.mn.us.

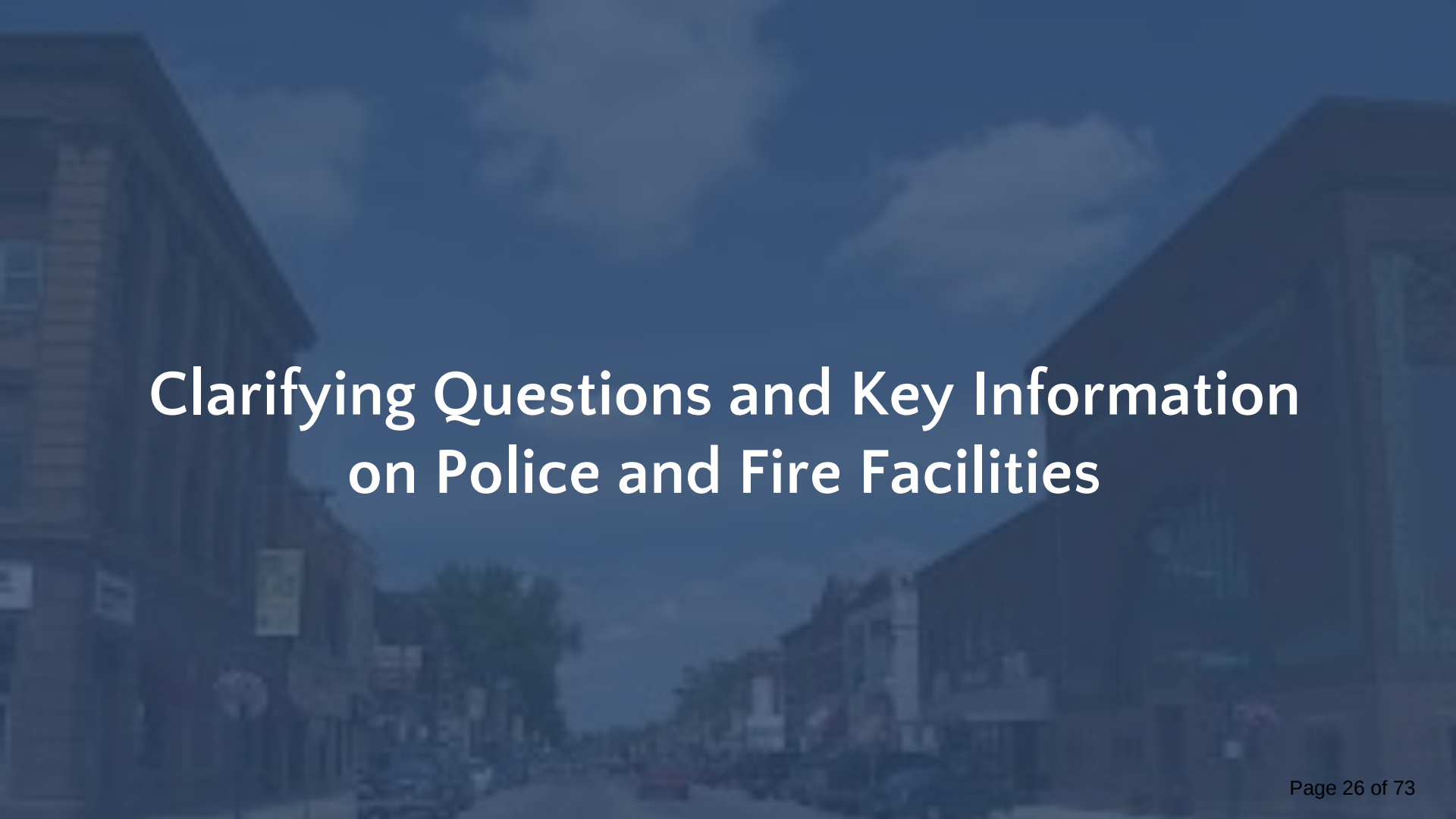
Sincerely,



Amy Spong
Deputy State Historic Preservation Officer

cc via email:

Tricia Notch, West Hills Commission Staff Liaison, City of Owatonna, tricia.notch@owatonna.gov
Jan Tippett, Chair, West Hills Commission, janettippet1950@gmail.com
Emily Thamert, Asst. City Administrator, City of Owatonna, Emily.thamert@owatonna.gov
Joel Dunning, Architect, Wold Architects & Engineers, jdunning@woldae.com
Jennifer Tworzyanski, Office of the State Archaeologist, jennifer.tworzyanski@state.mn.us



Clarifying Questions and Key Information on Police and Fire Facilities

Agenda

- Walk through how the City evaluated **sites** and **costs**
- Answer questions and hear feedback

Goal: Provide a clear overview of the **process and decision points** behind the City's proposed public safety facilities plan.

Guiding Principles



We Create a Better Tomorrow
Better Together | Community Stewardship | Pride In Our Work

PUBLIC SAFETY FACILITIES GUIDING PRINCIPLES



Create centrally located, functional facilities that serve the community, ensure employee safety and well-being, and are designed for efficient resource use and future growth to support public safety for decades.

THE CITY OF OWATONNA PUBLIC SAFETY FACILITIES...



Will support the health and wellbeing of employees.

- Provide fitness and recreation spaces
- Create dedicated areas for training facilities
- Provide modern, private living quarters and common area for firefighters
- Provide communal and private space(s) for decompression/relaxation essential to employee mental health
- Ensure facilities meet or exceed OSHA requirements and NFPA standards
- Ensure access to natural light



Will be secure and welcoming to the public.

- Establish clearly defined and inviting public entrance
- Ensure distinct separation between public access and secure employee areas
- Provide shared space for a meeting/training room
- Provide multiple interview/victim rooms
- Ensure adequate space for managing individuals in custody (sallyport, holding, interview room)

PUBLIC SAFETY FACILITIES GUIDING PRINCIPLES

THE CITY OF OWATONNA PUBLIC SAFETY FACILITIES...



Will manage finances responsibly.

- Ensure budget process identifies all construction and soft costs
- Ensure proposed solution is within the approved budget
- Ensure facilities will have efficient building systems to reduce operational costs



Will provide a functional layout and design.

- Focus on practical use of space needed for efficient and effective operations
- Meet current needs and be ready for future growth:
 - Technology infrastructure that can be expanded
 - Flexible space to meet current and future staffing and equipment needs
- Be visually appealing while mindful of the budget



Will have a site large enough and located in the community's central area.

- Allow ample room for police and fire vehicles to operate safely
- Provide sufficient space for vehicle and equipment staging and storage
- Provide adequate and separated staff and visitor parking
- Provide the necessary buffer and hardening measures to ensure safe and secure facilities
- Be able to accommodate future growth



Will provide adequate storage and maintenance facilities.

- Provide an apparatus bay that accommodates all firefighting vehicles
- Provide indoor-conditioned vehicle storage for police
- Provide adequate, conditioned and secure spaces for evidence intake, processing, and storage
- Provide sufficient space for gear storage and officer lockers
- Provide adequate space for custodial, IT, mechanical, and electrical storage and equipment

CITY OF OWATONNA
540 WEST HILLS CIRCLE | OWATONNA, MN 55060-4701 | OWATONNA.GOV | 507.444.4300

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A **LEGENCE** Company

Police & Fire Facilities Site Locations and Cost Comparison

City of Owatonna – City Council Study Session May 5, 2026

Previously Presented and Updated Information from:

- February 4, 2026, Council Study Session
- December 10, 2025, Council Meeting
- November 18, 2025, Council Meeting



OWATONNA

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PUBLIC SAFETY FACILITIES GUIDING PRINCIPLES

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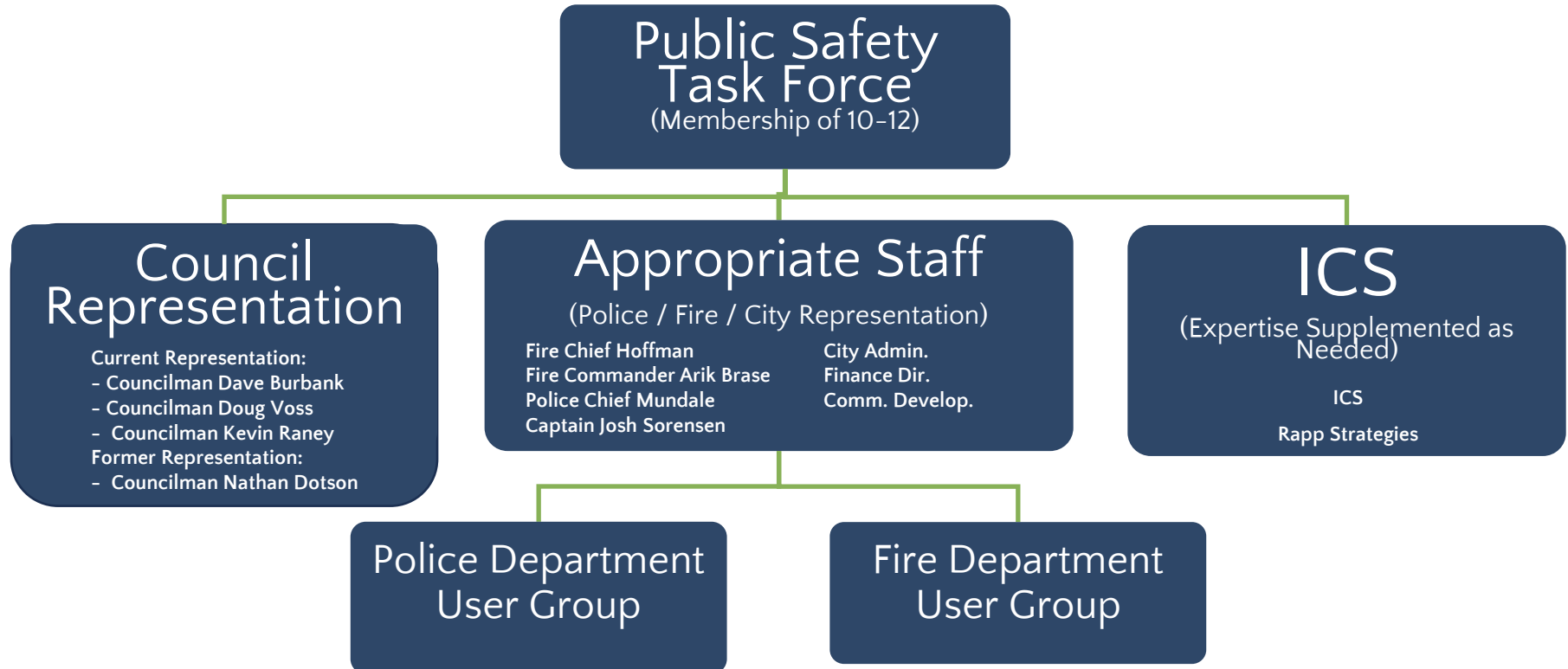
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Timeline

- 2019 First Facilities Assessment
- 2022 Steering Committee create –evaluate core buildings
 - Chambers/addition
 - Merrill Hall
 - Police/Fire
- Updated The facilities assessment 2023
- Police/Fire Task Force started in 2024
 - Staff project teams
- Site selection and design began in 2025
 - Spent six extra months on site evaluation

Task Forces Organizational Structure



Ongoing Engagement Throughout Planning Process



City Council meetings and study sessions open to the public



Community open houses



Project materials and updates available online

How We Approached Finding the Right Site

1. Work with staff and public safety experts to define operational needs

(response times, safety, equipment, space, future growth)

2. Tour peer facilities to understand what works—and what doesn't

3. Identify and evaluate multiple potential sites and layout options

based on location, access, cost, and long-term functionality

4. Narrow to sites that best meet needs while minimizing cost and disruption

5. Develop conceptual layouts only after sites were identified

Defining the Needs of Our Police and Fire Departments

How We Determined Police & Fire Needs

- **Worked directly with police and fire staff** to understand day-to-day operations, challenges, and future needs
- **Evaluated existing facilities** to identify limitations in safety, space, and functionality
- **Reviewed industry standards and best practices** for modern public safety facilities
- **Considered future growth and service demands** to ensure facilities will serve the community long-term

Key Needs

- **Safe, secure spaces** for staff, evidence, and the public
- **Efficient layouts** that support fast emergency response
- **Room for modern equipment and technology**
- **Dedicated training, meeting, and wellness spaces**
- **Flexibility for future growth** as the community evolves



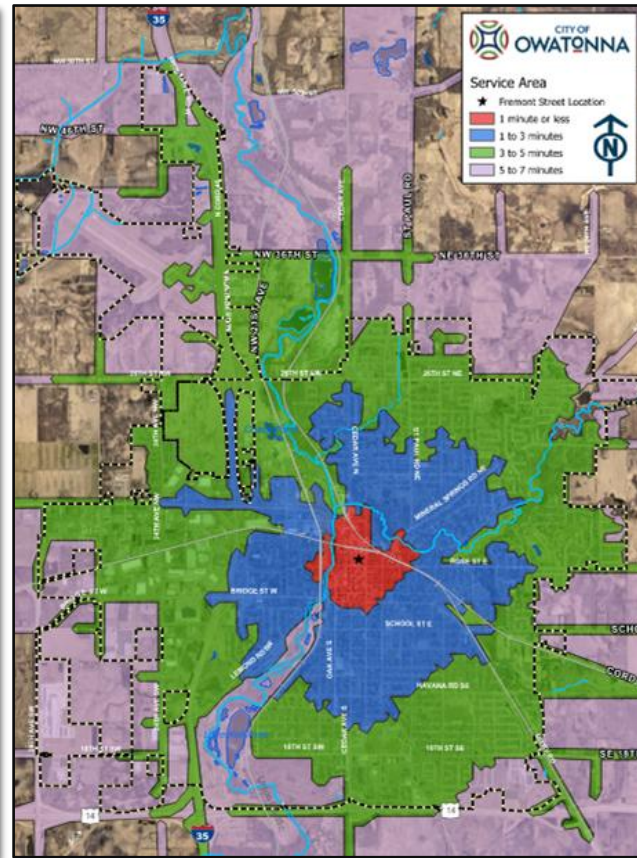
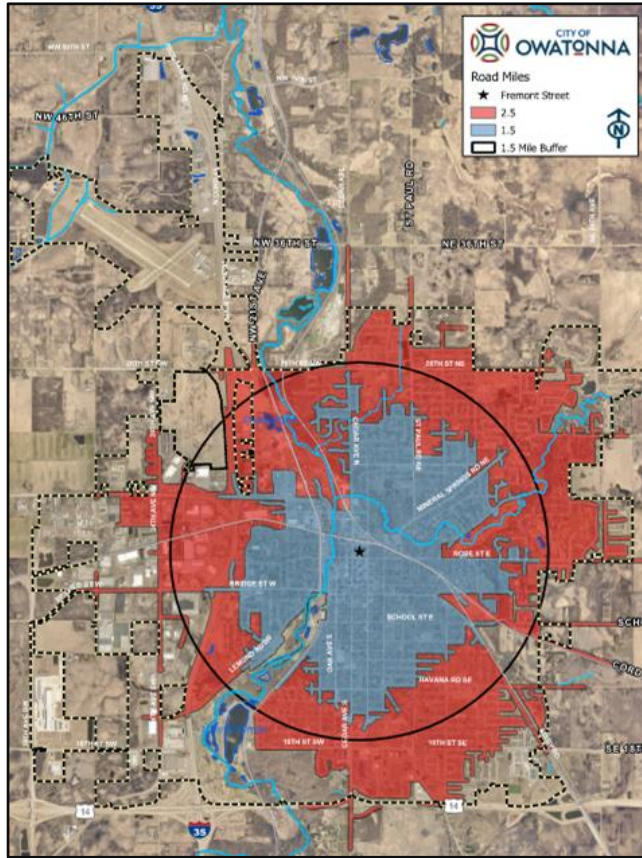
Site Selection Process

The Public Safety Task Force evaluated many sites and configurations across the City

Key criteria:

- Emergency response times
 - *Fire response is time-critical. A faster arrival can mean the difference between containing a fire to one room or losing an entire structure.*
- Geographic coverage across the city
- Use of City-owned land to minimize impact on community
 - *By using City-owned property, the City was not required to displace any of our community.*
- Making the best use of taxpayer dollars
- Long-term flexibility and opportunity to expand

Why Central Location Matters for Fire Response



- **Minutes matter**
Faster response can limit fire spread, reduce damage, and save lives
- **Central location = better coverage**
Reaches more of the city quickly and reduces travel distance
- **Faster crew response**
Helps on-call firefighters get to the station and out the door faster
- **What the maps show**
A central site provides the most efficient response for the majority of the city

How We Determined the Right Sites

Site	City-Owned?	Centrally Located?	Space for police?	Space for fire?	Room for growth?	Cost?
Corner of 26th St. & 24th Ave.	Yes	No	No	Yes - Satellite	No	No Cost
Existing LEC - Option #1	Yes	Yes	Yes	Yes	Potentially	No Cost
Existing LEC - Option #2	Yes	Yes	Yes	Yes	No	No Cost
Existing LEC - Option #3	Yes	Yes	Yes	Yes	No	No Cost
Existing LEC - Option #4	Yes	Yes	No	Yes	No	No Cost
Existing Fire Station	Yes	Yes	No	Yes	No	Yes

How We Determined the Right Sites

Site	City-Owned?	Centrally Located?	Space for police?	Space for fire?	Room for growth?	Cost?
City Block Adjacent to Oak Ave.	No	Yes	No	Yes	No	Yes
Site North of Steel Co. Storage	Yes	No - Fire Yes - Police	Yes	No	No	Yes
Steele County Property #1	No	No - Fire Yes - Police	Yes	No	No	Yes
Steele County Property #2	No	No - Fire Yes - Police	Yes	Yes	Yes w/ West Hills	Yes
West Hills Campus - West	Yes	No - Fire Yes - Police	Yes w/ Property	Yes	No	Yes
West Hills Campus - North	Yes	No - Fire Yes - Police	Yes	Yes	Yes	No Cost

How We Determined the Right Sites

Site	City-Owned?	Centrally Located?	Space for police?	Space for fire?	Room for growth?	Cost?
West Hills Campus - East	Yes	No - Fire Yes - Police	Yes	Yes	Yes	No Cost
West Hills Campus - Southeast	Yes	No - Fire Yes - Police	Yes	Yes	Yes	No Cost
Downtown Site (Grain Elevator)	Yes	No - Fire Yes - Police	No	No	No	Yes
Former High School - Option #1	No	No - Fire Yes - Police	Yes	Yes	Yes	Yes
Former High School - Option #2	No	No - Fire Yes - Police	Yes	Yes	Yes	Yes
Pillsbury College Site - Option #1	No	Yes	Yes	Yes	Yes	NA

How We Determined the Right Sites

Site	City-Owned?	Centrally Located?	Space for police?	Space for fire?	Room for growth?	Cost?
Pillsbury College Site - Option #2	No	Yes	Yes	Yes	Yes	NA
Bridge Street	Yes	No - Fire Yes - Police	Yes w/ Property	No	Yes	Yes
Leo Rudolph Nature Preserve	Yes	NA	NA	NA	NA	NA
Gainey Park	Yes	No	No	No	No	No Cost
Former Cemstone Site	Yes	No - Fire Yes - Police	Yes	Yes	Yes	Yes

NE Corner of 26th Street N & 24th Avenue NE



Available Acreage:

- 3.53 Acres

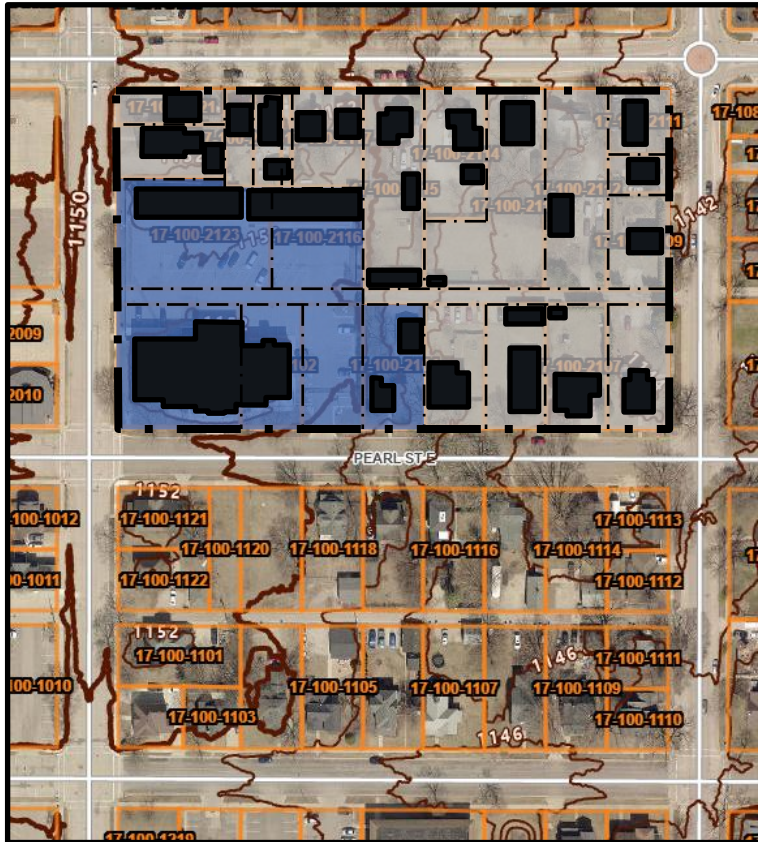
Pros:

- City owns the property

Challenges/Cons:

- Not “Centrally” located
- Site is only big enough for Fire Station
- Site was purchased and being reserved for a future satellite station for the fire department
- Satellite station will not need to be considered until the City of Owatonna reaches +30,000 in population
- Creates a decision point for the city to move to all full-time staff. With a combination full-time and on-call department there are challenges in staffing a satellite station.

Original LEC Site & Remaining Block – Option #1



Available Acreage:

- 5.04 Acres Available (Entire City Block)
- 1.79 Acres (City-Owned)
- 3.25 Acres (Needs to be Acquired)

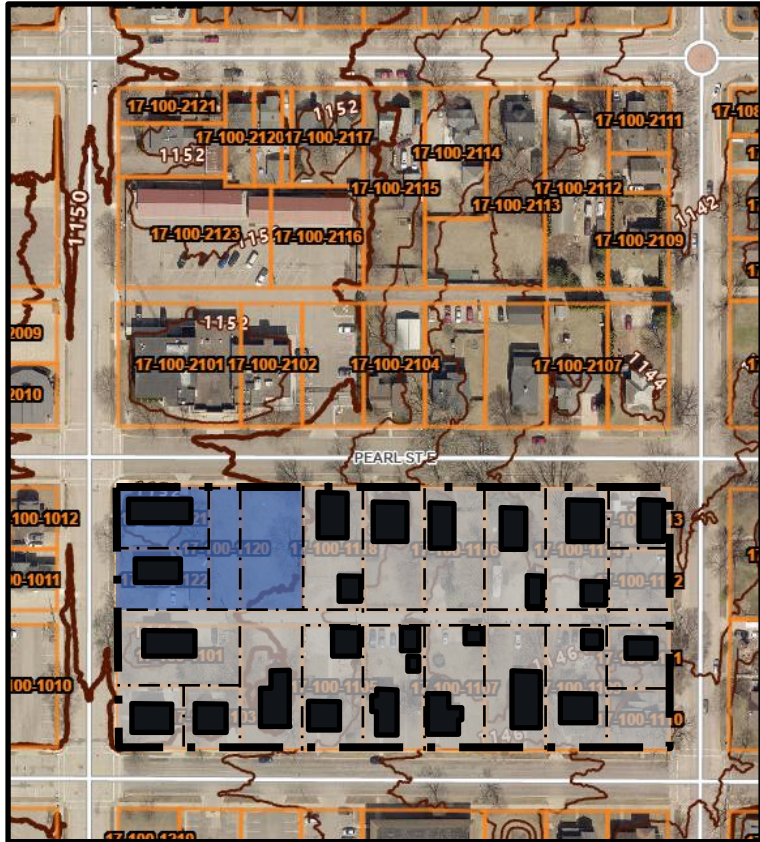
Pros:

- City owns some of the property at this location
- “Centrally” located
- Site is adjacent to arterial roads (i.e., Elm Ave., Rose Street, etc.)

Challenges/Cons:

- High cost of property and time to acquire and multiple properties in order for the facility to fit on this site.
- Estimated additional cost to project = +\$2,000,000
- Acquiring additional property would mean removing property from the current tax roles

Block South of Original LEC Site – Option #2



Available Acreage:

- 3.84 Acres Available (Entire City Block)
- 0.60 Acres (City-Owned)
- 3.24 Acres (Needs to be Acquired)

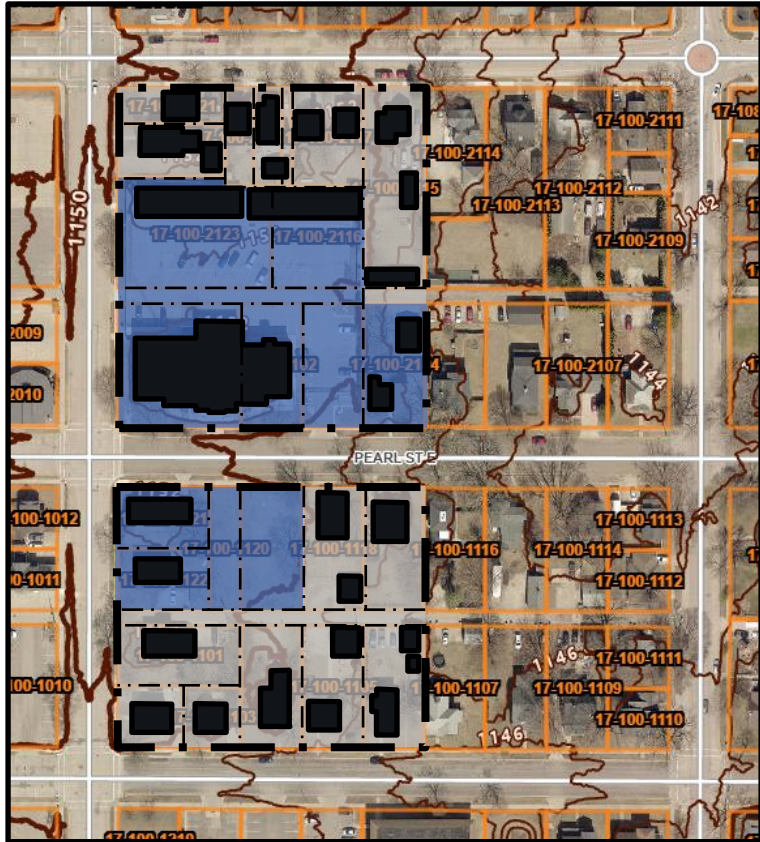
Pros:

- City owns some of the property at this location
- "Centrally" located
- Site is adjacent to arterial roads (i.e., Elm Ave., Rose Street, etc.)

Challenges/Cons:

- High cost of property and time to acquire and multiple properties in order for the facility to fit on this site.
- Estimated additional cost to project = +\$1,414,500
- Acquiring additional property would mean removing property from the current tax roles

Original LEC Site + Portion of South Block – Option #3

**Available Acreage:**

- 5.41 Acres Available (Partial City Blocks)
- 1.79 (north)+ 0.60 (south) Acres (City-Owned)
- 0.93 (north) + 1.11 (south) Acres (Needs to be Acquired)

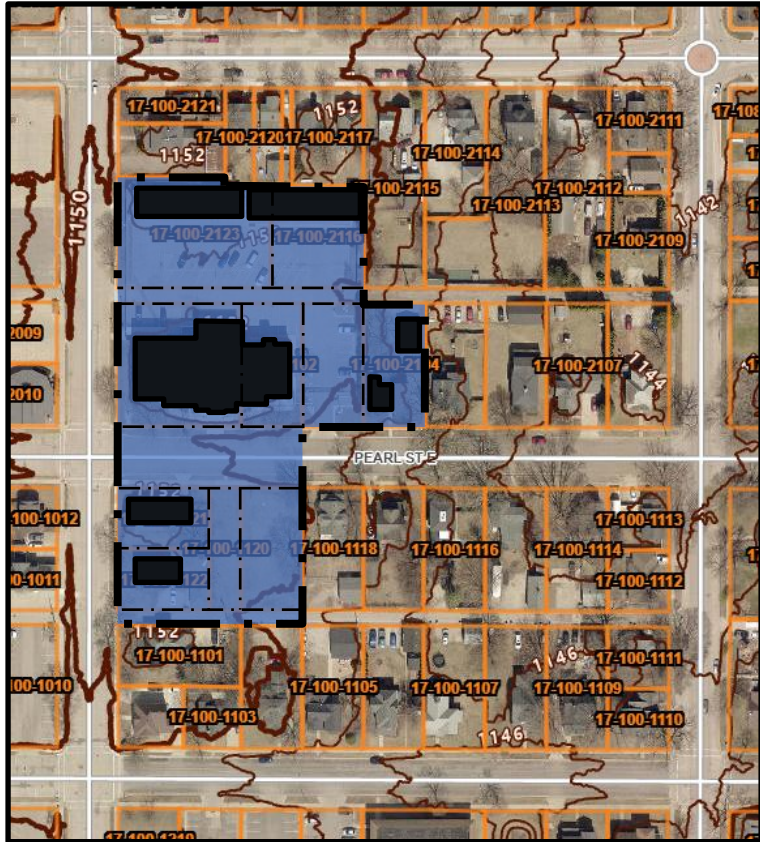
Pros:

- City owns some of the property at this location
- “Centrally” located
- Site is adjacent to arterial roads (i.e., Elm Ave., Rose Street, etc.)

Challenges/Cons:

- High cost of property and time to acquire and multiple properties in order for the facility to fit on this site.
- Estimated additional cost to project = +\$1,912,400
- Acquiring additional property would mean removing property from the current tax roles

Combined North & South Block – Option #4



Available Acreage:

- 3.75 Acres

Pros:

- City owns property at this location
- “Centrally” located for fire
- No additional property required
- Site is adjacent to arterial roads (i.e., Elm Ave., Rose Street, etc.)

Challenges/Cons:

- A portion of Pearl Street will need to be closed

Existing Fire Station Block



Available Acreage:

- 0.38 Acres (City-Owned)
- 0.28 Acres (Minimum needed to acquire)

Pros:

- City owns property at this location
- “Centrally” located
- Site is adjacent to arterial roads (i.e., Elm Ave., Rose Street, etc.)

Challenges/Cons:

- Due to the existing building to the south and width of existing alley – pull through bays are not possible for majority of the department’s equipment
- Additional property acquisition would remove businesses from downtown and property off the tax roles

- 8.01 Acres (City-Owned) – Separated by Riverside Ave.
 - 5.40 Acres (City-Owned) Contiguous
 - 1.29 Acres (Desirable additional acreage)
- +/- 7 Acres were pursued for Fire and Police Station

- City owns property at this location
- “Centrally” located

- Cost of property acquisition and multiple properties to acquire in order for the facility to fit on this site.
 - Estimated additional cost to project = +\$612,100
- Acquiring additional property would mean removing property from the current tax roles
- Potential closure of Riverside Avenue (?)
- Proximity of railroad tracks to site is undesirable as it creates a potential hazard (i.e., ethanol, chemical tanker cars, etc.)
- Railroad tracks along the southern board of the site create a perch point that would overlook the site which is undesirable for security of the facility

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City Block Located along Oak Avenue between Mill & School Streets



Available Acreage:

- 0 Acres (City-Owned)
- 4.14 Acres available for development / Require Acquisition
- +/- 7 Acres were pursued for Fire and Police Station

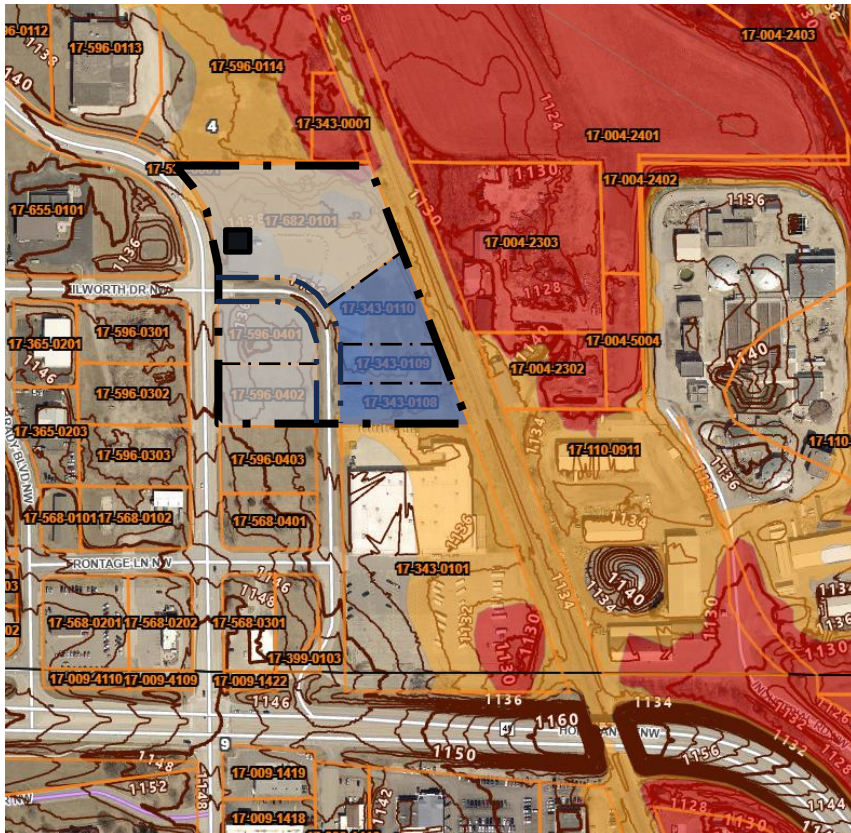
Pros:

- "Centrally" located
- Located off a main arterial road - Oak Avenue

Challenges/Cons:

- High cost of property acquisition and multiple properties to acquire in order for the facility to fit on this site.
 - Estimated additional cost to project = +\$2,500,000
- Acquiring additional property would mean removing property from the current tax roles
- Slope of the site presents a challenge w/ varying building entrances across facility
- Elevation fall across the site +/-1148 down to +/-1136 creates a challenge of multiple elevation of building entry/elevations

Site North of Steele Co. Storage



Available Acreage:

- 8.40 Acres Identified
 - 2.33 Acres (City-Owned)
 - 6.07 Acres (Require Acquisition)
- +/- 7 Acres were pursued for Fire and Police Station

Pros:

- City owns some of the property at this location
- "Centrally" located
- Not immediately adjacent but close to Hoffman Drive NW

Challenges/Cons:

- Cost of property acquisition and multiple properties to acquire in order for the facility to fit on this site.
 - Estimated additional cost to project = +\$635,100
- Parcel 17-682-0101 was developed during evaluation of this option and was no longer available
- Acquiring additional property would mean removing property from the current tax roles
- Kilworth Drive NW would need to be closed and vacated
- Proximity of railroad tracks to site is undesirable as it creates a potential hazard (i.e., ethanol, chemical tanker cars, etc.)

The map displays a topographic view of a residential area in Atlanta, Georgia. Key features include:

- Site #1:** Located near the intersection of Florence Ave NW and a road labeled 17-302-0402. It is marked with a blue triangle and the label "Site #1".
- Site #2:** Located near the intersection of Florence Ave NW and a road labeled 17-302-0306. It is marked with a blue square and the label "Site #2".
- Topography:** Contour lines indicate elevation, with labels such as 1182, 1190, 1194, 1196, 1198, 1200, 1202, 1206, and 1208.
- Infrastructure:** Florence Ave NW is a major road running horizontally across the middle of the map. Other roads include 17-302-0405, 17-302-0403, 17-302-0404, 17-302-0306, 17-302-0303, 17-302-0401, 17-302-0402, 17-302-0403, 17-302-0404, 17-302-0405, 17-302-0406, 17-302-0407, 17-302-0408, 17-302-0409, 17-302-0410, 17-302-0411, 17-302-0412, 17-302-0413, 17-302-0414, 17-302-0415, 17-302-0416, 17-302-0417, 17-302-0418, 17-302-0419, 17-302-0420, 17-302-0421, 17-302-0422, 17-302-0423, 17-302-0424, 17-302-0425, 17-302-0426, 17-302-0427, 17-302-0428, 17-302-0429, 17-302-0430, 17-302-0431, 17-302-0432, 17-302-0433, 17-302-0434, 17-302-0435, 17-302-0436, 17-302-0437, 17-302-0438, 17-302-0439, 17-302-0440, 17-302-0441, 17-302-0442, 17-302-0443, 17-302-0444, 17-302-0445, 17-302-0446, 17-302-0447, 17-302-0448, 17-302-0449, 17-302-0450, 17-302-0451, 17-302-0452, 17-302-0453, 17-302-0454, 17-302-0455, 17-302-0456, 17-302-0457, 17-302-0458, 17-302-0459, 17-302-0460, 17-302-0461, 17-302-0462, 17-302-0463, 17-302-0464, 17-302-0465, 17-302-0466, 17-302-0467, 17-302-0468, 17-302-0469, 17-302-0470, 17-302-0471, 17-302-0472, 17-302-0473, 17-302-0474, 17-302-0475, 17-302-0476, 17-302-0477, 17-302-0478, 17-302-0479, 17-302-0480, 17-302-0481, 17-302-0482, 17-302-0483, 17-302-0484, 17-302-0485, 17-302-0486, 17-302-0487, 17-302-0488, 17-302-0489, 17-302-0490, 17-302-0491, 17-302-0492, 17-302-0493, 17-302-0494, 17-302-0495, 17-302-0496, 17-302-0497, 17-302-0498, 17-302-0499, 17-302-0500, 17-302-0501, 17-302-0502, 17-302-0503, 17-302-0504, 17-302-0505, 17-302-0506, 17-302-0507, 17-302-0508, 17-302-0509, 17-302-0510, 17-302-0511, 17-302-0512, 17-302-0513, 17-302-0514, 17-302-0515, 17-302-0516, 17-302-0517, 17-302-0518, 17-302-0519, 17-302-0520, 17-302-0521, 17-302-0522, 17-302-0523, 17-302-0524, 17-302-0525, 17-302-0526, 17-302-0527, 17-302-0528, 17-302-0529, 17-302-0530, 17-302-0531, 17-302-0532, 17-302-0533, 17-302-0534, 17-302-0535, 17-302-0536, 17-302-0537, 17-302-0538, 17-302-0539, 17-302-0540, 17-302-0541, 17-302-0542, 17-302-0543, 17-302-0544, 17-302-0545, 17-302-0546, 17-302-0547, 17-302-0548, 17-302-0549, 17-302-0550, 17-302-0551, 17-302-0552, 17-302-0553, 17-302-0554, 17-302-0555, 17-302-0556, 17-302-0557, 17-302-0558, 17-302-0559, 17-302-0560, 17-302-0561, 17-302-0562, 17-302-0563, 17-302-0564, 17-302-0565, 17-302-0566, 17-302-0567, 17-302-0568, 17-302-0569, 17-302-0570, 17-302-0571, 17-302-0572, 17-302-0573, 17-302-0574, 17-302-0575, 17-302-0576, 17-302-0577, 17-302-0578, 17-302-0579, 17-302-0580, 17-302-0581, 17-302-0582, 17-302-0583, 17-302-0584, 17-302-0585, 17-302-0586, 17-302-0587, 17-302-0588, 17-302-0589, 17-302-0590, 17-302-0591, 17-302-0592, 17-302-0593, 17-302-0594, 17-302-0595, 17-302-0596, 17-302-0597, 17-302-0598, 17-302-0599, 17-302-0600, 17-302-0601, 17-302-0602, 17-302-0603, 17-302-0604, 17-302-0605, 17-302-0606, 17-302-0607, 17-302-0608, 17-302-0609, 17-302-0610, 17-302-0611, 17-302-0612, 17-302-0613, 17-302-0614, 17-302-0615, 17-302-0616, 17-302-0617, 17-302-0618, 17-302-0619, 17-302-0620, 17-302-0621, 17-302-0622, 17-302-0623, 17-302-0624, 17-302-0625, 17-302-0626, 17-302-0627, 17-302-0628, 17-302-0629, 17-302-0630, 17-302-0631, 17-302-0632, 17-302-0633, 17-302-0634, 17-302-0635, 17-302-0636, 17-302-0637, 17-302-0638, 17-302-0639, 17-302-0640, 17-302-0641, 17-302-0642, 17-302-0643, 17-302-0644, 17-302-0645, 17-302-0646, 17-302-0647, 17-302-0648, 17-302-0649, 17-302-0650, 17-302-0651, 17-302-0652, 17-302-0653, 17-302-0654, 17-302-0655, 17-302-0656, 17-302-0657, 17-302-0658, 17-302-0659, 17-302-0660, 17-302-0661, 17-302-0662, 17-302-0663, 17-302-0664, 17-302-0665, 17-302-0666, 17-302-0667, 17-302-0668, 17-302-0669, 17-302-0670, 17-302-0671, 17-302-0672, 17-302-0673, 17-302-0674, 17-302-0675, 17-302-0676, 17-302-0677, 17-302-0678, 17-302-0679, 17-302-0680, 17-302-0681, 17-302-0682, 17-302-0683,

Two (2) Potential Sites were looked at

- ### Pros:

- County is reserving this property for future expansion

- If acquired, acreage would be supplemental to City-Owned property

Site #1:

- ## Site #2:

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West Hills Campus West



Available Acreage:

- 6.95 Acres Identified
 - 3.04 Acres Available West of Merrill Hall +
 - +/- .91 Acres if existing Parking Lot is incorporated
 - County-Owned parcel (HHS Bldg.) is 3 Acres
- +/- 7 Acres needed for Fire and Police Station
- +/- 5 Acres needed for Police

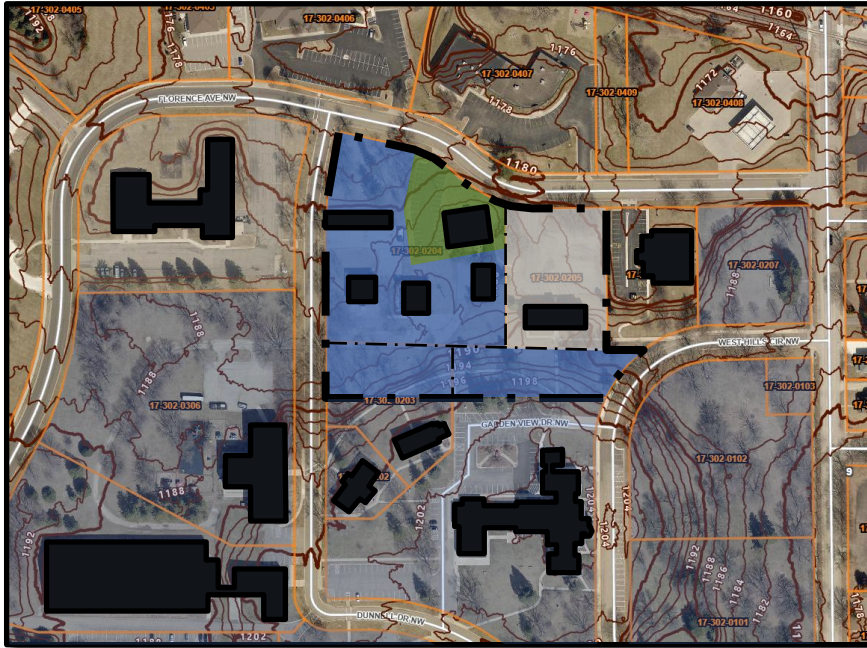
Pros:

- City owns property
- "Centrally" located
- Site is adjacent to arterial roads (Florence Ave.)

Challenges/Cons:

- Likely unpopular due to the front "lawn" seen as public park land
- Fire at this location will increase response times due to further distance from the east side of town for "on-call" firefighters

West Hills Campus North



Available Acreage:

- 3.35 Acres (City-Owned)
- 1.15 Acres (Require Acquisition)

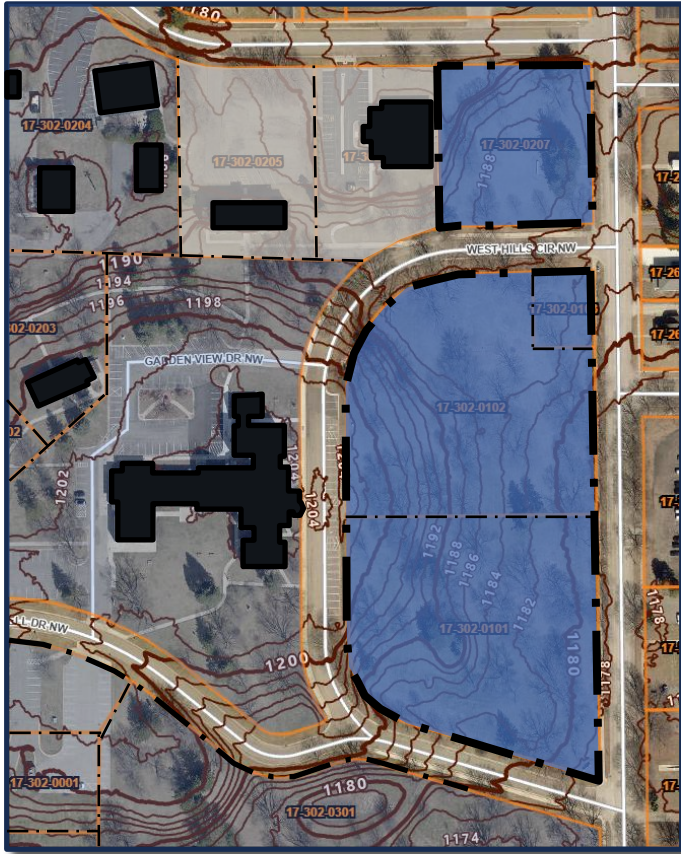
Pros:

- City owns some of the property at this location
- "Centrally" located
- Adjacent to main arterial roads (Florence Ave & State Ave.)
- Grade change across this area beneficial for police garage under facility

Challenges/Cons:

- Cost of property acquisition and multiple properties to acquire in order for the facility to fit on this site.
 - Estimated additional cost to project = +\$235,000
- Acquiring additional property would mean removing property from the current tax roles
- An existing lease exists with the Alcoholics Anonymous facility (shaded green) which would require them to relocate (unlikely)
- Existing structures on City property are currently in use and would need to be replaced in another location (+/- 15,750 SF)
 - Estimated additional cost to project to replace = \$4,158,000

West Hills Campus East



Available Acreage:

- 5.00 + Acres (City-Owned)

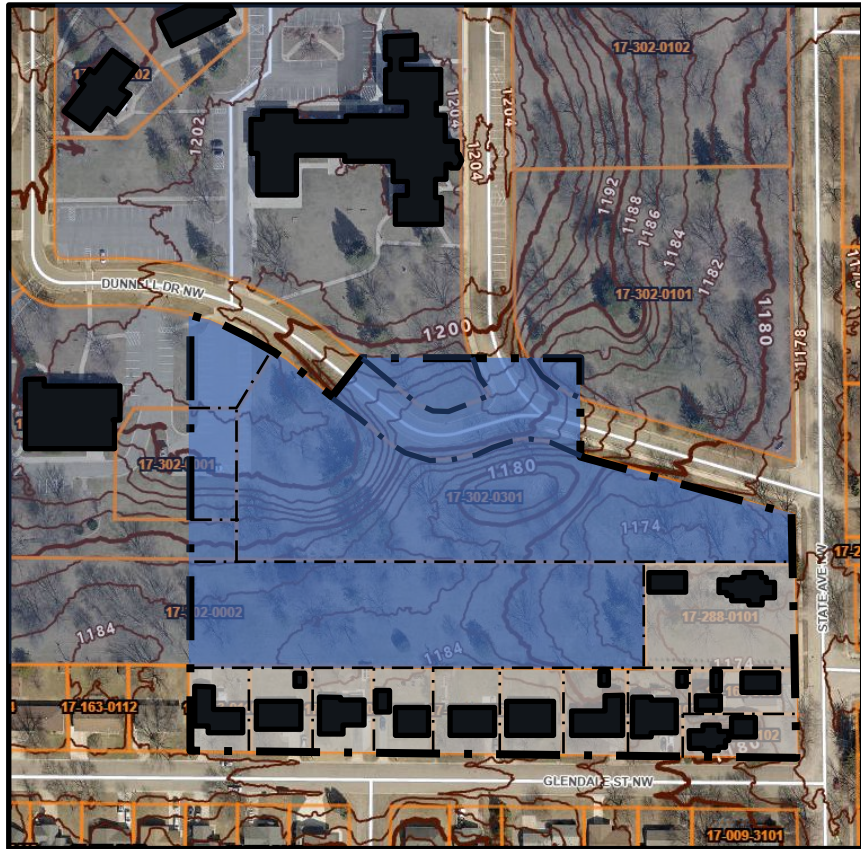
Pros:

- City owns property
- “Centrally” located
- Site is adjacent to arterial roads (State Avenue)

Challenges/Cons:

- Likely unpopular due to the front “lawn” seen as public park land (i.e., tree on State of MN list)
- Fire at this location will increase response times due to further distance from the east side of town for “on-call” firefighters

West Hills Campus Southeast Corner



Available Acreage:

- 5.25 Acres (City-Owned + Adjacent Campus)
- 2.48 Acres (Require Acquisition - Ideal)
- +/- 7 Acres needed for Fire and Police Station
- +/- 5 Acres needed for Police Station

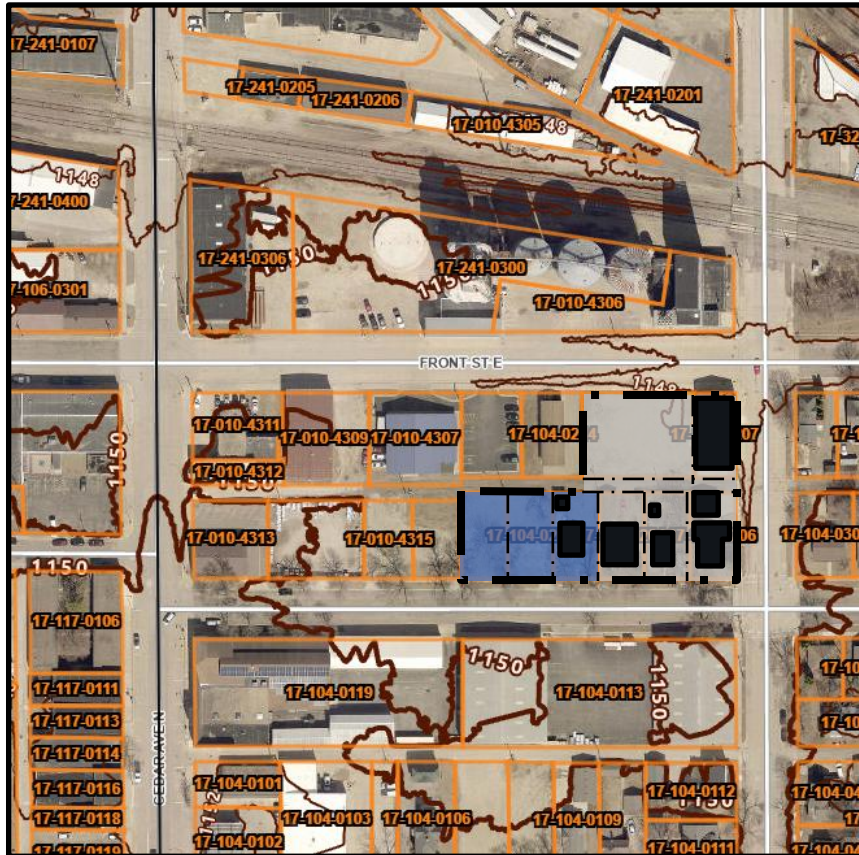
Pros:

- City owns some of the property at this location
- "Centrally" located
- Site is adjacent to arterial roads (State Avenue)

Challenges/Cons:

- High cost of property and time to acquire and multiple properties in order for the facility to fit on this site.
- Estimated additional cost to project = +\$2,061,300
- Desirable to "complete" the corner of the site, create additional buffer for the facility and gain access to Glendale Street
- Acquiring additional property would mean removing property from the current tax roles

Downtown Site Near Grain Elevator



Available Acreage:

- 1.05 Acres Identified
 - 0.30 Acres (City-Owned)
 - 0.65 Acres

Pros:

- City owns some of the property at this location
- "Centrally" located

Challenges/Cons:

- Cost of property acquisition and multiple properties to acquire in order for the facility to fit on this site.
 - Estimated additional cost to project = +\$612,100
- Acquiring additional property would mean removing property from the current tax roles
- Site identified and additional property is too small for the acreage required to make the site functional

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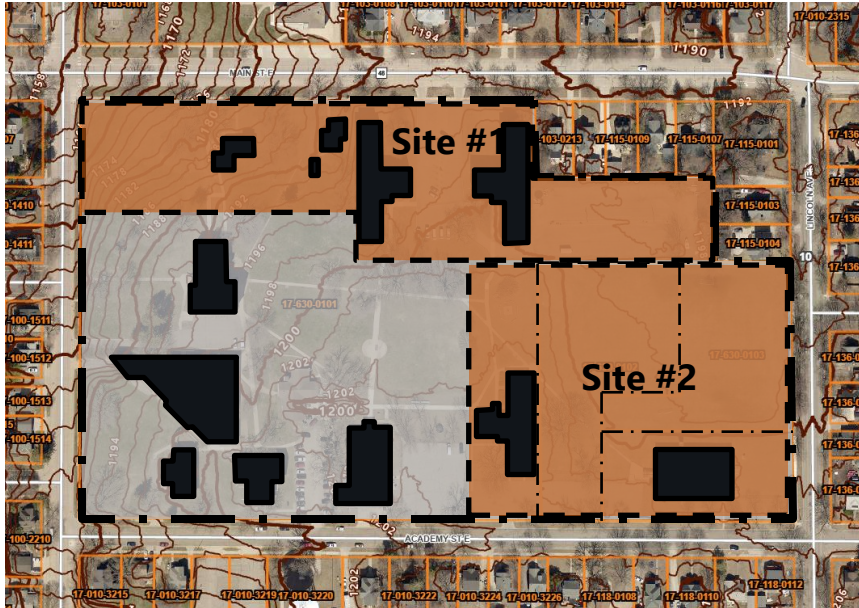
Two (2) Potential Sites were looked at

- ### Pros:

- ### Challenges/Cons:

- In early discussions, the School District was not interested in locating Public Safety Facilities at available land on this site.
- Potential interest in siting a potential Community Center here
 - Cost of property acquisition is unknown as conversations did not go that far.
 - Not centrally located for fire

Pillsbury College Site



Available Acreage:

Two (2) Potential Sites were looked at

- Site area #1: 6.30 Acres (Preferred Location)
- Site Area #2: 6.30 Acres

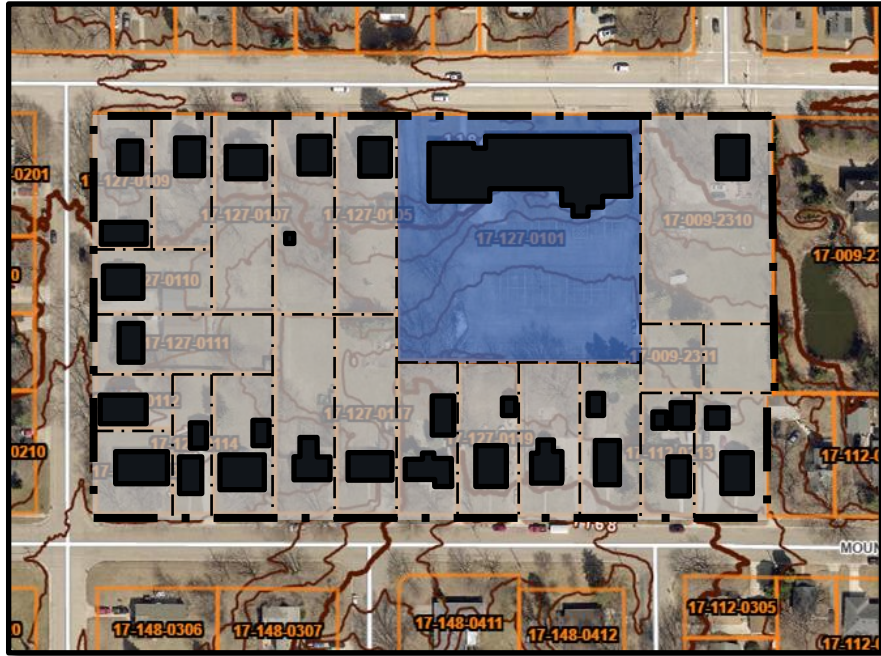
Pros:

- Proximity to downtown area – “centrally” located
- Adjacent to main arterial roads (Main Street)
- Large enough for Public Safety Center and potential future Community Center (future property acquisition)

Challenges/Cons:

- At the time of exploration of this site, the property owner ultimately was not interested in selling property to the City of Owatonna

Bridge Street Location (Temporary Police Building Site)



Available Acreage:

- 1.65 Acres (City-Owned) – Separated by Riverside Ave.
- 5.64 Acres (Require Acquisition)
- +/- 5 Acres needed Police Station

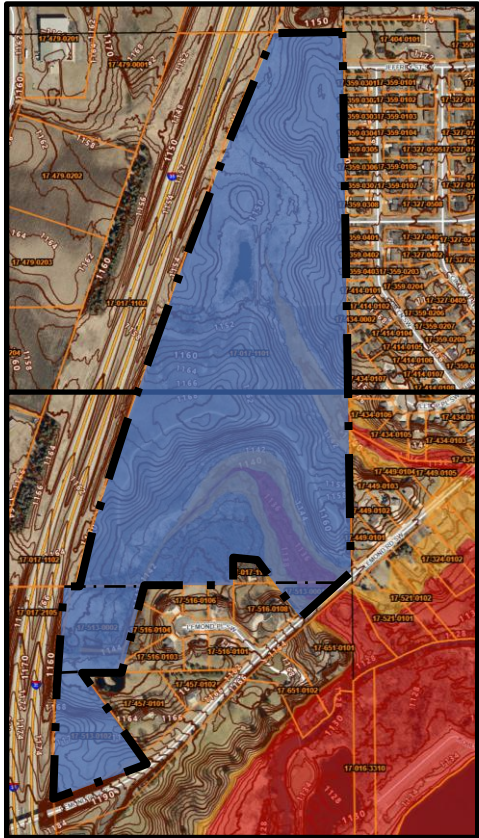
Pros:

- City owns property at this location
- "Centrally" located

Challenges/Cons:

- Current site is not large enough
- Need property to complete intersection
- Cost of property acquisition and multiple properties to acquire in order for the facility to fit on this site.
 - Estimated additional cost to project = +\$2,500,000
- Acquiring additional property would mean removing affordable housing and property from the current tax roles

Leo Rudolph Nature Preserve Site



Available Acreage:

- 58.09 Acres (City-Owned)

Pros:

- Adequate acreage

Challenges/Cons:

- Elevation changes and low/wetland areas limit site access and development
- State of MN sold land to the City of Owatonna for \$1 for use as park land and cannot be developed.

"The land reverts to the state if the land is not used for park purposes....."

Signed into Law by Governor Perpich - May 14, 1987

- 3.09 Acres (City-Owned)

- City owns property at this location
- "Centrally" located for police

- Current site is not large enough
- Acquiring additional property would mean removing affordable housing and property from the current tax roles

Why West Hills & Existing LEC Sites Were Selected

Fire Station at current LEC site:

- Central location for fastest citywide response
- Reduces travel time for both crews and on-call firefighters
- Uses existing City-owned land to control costs

Police Station at West Hills:

- Space to build a modern facility with room to grow
- Improved layout for safety, security, and operations
- Supports efficient access across the entire city

The City purchased the West Hills campus in 1974 to be a centralized hub of City services – this plan builds on that long-term vision.

West Hills: A Place of History and Service

The West Hills campus has long been part of Owatonna's story — from its origins as the Minnesota State Public School for Dependent and Neglected Children to its role today as a hub for essential City services. It reflects our past while continuing to serve our future.

Why Careful Planning Matters

- The site's historic significance requires a thoughtful, deliberate approach
- Respecting history and meeting modern community needs must go hand in hand

Why West Hills for a New Police Station

- City purchased West Hills in 1974
- Originally intended to centralize essential City services
- Centrally located and aligned with long-term City planning
- Supports modern, effective public safety operations

The City is committed to protecting the historic character of this site while ensuring public safety needs are fully met.

How Development Works on a Historic Preservation District

Historic District Considerations

- West Hills is located within a designated historic district
- Minnesota law requires consultation on potential impacts to historic resources
- Planning emphasizes protection of historic character alongside City needs

Role of the State Historic Preservation Office (SHPO)

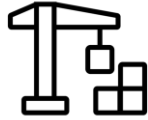
- Minnesota law calls for consultation with SHPO for projects in historic districts
- SHPO provides guidance—not project approvals—on historic considerations
- Helps ensure potential impacts are identified and addressed early

SHPO Consultation Timeline

- January 2026: City initiated consultation with SHPO
- Early project details were shared to request guidance
- SHPO provided written direction on required information and next steps
- Coordination will continue as planning advances



Making the Right Investment



BUILD NEW

New Joint Facility: **-\$54M**

New Police Station: **-\$35.5M**

New Fire Station: **-\$26M**



REMODEL

Remodel & Add'tn. to LEC w/ Fire: **-\$52.5M** (97% of New)

Remodel & Addition to LEC: **-\$29M** (82% of New)

Remodel Fire Station: **-\$19.5M** (75% of New)

Note: 1) All costs are in Project Cost format (Const. Cost + Soft Costs = Project Cost)

2) These costs do not include additional land costs

The 60% Rule: As a rule of thumb, if renovation costs exceed **60% the cost of building new**, it often makes more sense to invest in a new facility rather than upgrade an aging one.

What's at Risk if We Reduce the Budget

A ~\$15M budget reduction would require **significant tradeoffs**. Examples could include:

- **Smaller facilities:** Less space for training, operations, and future growth
- **Less room for modern equipment and vehicles:** Tighter bays and limited space can impact safe storage, maneuvering, and readiness of apparatus and equipment
- **Fewer dedicated spaces for critical functions:** Shared space for evidence, interviews, and reports
- **Phasing or delaying key elements:** Likely at higher future cost
- **Less efficient layout and site design:** Impacts day-to-day operations and response times

The plan selected by the City Council reflects the best use of dollars, on the best sites available, and best meets the needs of our police and fire departments to help ensure our community is safe.

Financial Planning and Bonding

In March 2026, Council approved a not-to-exceed bonding limit of \$65M

This action:

- Sets a maximum limit for future bonding
- Allowed continued planning and design
- Did not authorize construction
- Did not finalize project costs

Financial Stewardship

The City has a Financial Management Plan in place to carefully steward taxpayer dollars and responsibly manage ongoing City investments and improvements.

Learn More

Community members are encouraged to attend the next study session on **May 19** for additional details and discussion.

Project Status

- **March 3:** City Council sets bonding limit for police and fire facilities project
- **April 2:** City receives resident petition to place the projects on a future election ballot
- **April 15:** City Clerk determines the petition meets legal requirements for sufficiency
- **April 21:** City Council accepts the determination and directs staff to present options and next steps by mid-June

What's next: City Council will hold a public meeting by its second meeting in June to review staff recommendations on options under state law before deciding how — or whether — to move the project forward.



QUESTIONS?