



STAFF REPORT

DATE: 3/18/2025

REGULAR

TO: Mayor and Council
FROM: Jason Stopa, Community Development Director
AGENDA ITEM: Approve the Request for Proposal for Disposition of the former Fire Station and PW/Parks Building
REVIEWED BY: Nicole Miller, City Administrator
Sarah Sonsalla, City Attorney

CORE STRATEGIES:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Vibrant, inclusive, connected community | <input type="checkbox"/> Efficient, reliable, innovative services |
| <input type="checkbox"/> Responsive, transparent, adaptive governance | <input checked="" type="checkbox"/> Balanced Finances now and future |
| <input type="checkbox"/> Managed Growth | <input type="checkbox"/> Resilient Infrastructure |

BACKGROUND:

The former Fire Station and Parks Building property, which is no longer used by the City is approximately 0.8 acres located in the Old Village area of downtown Lake Elmo. In 2024, the EDA voted to recommend selling the site through an RFP process to foster economic development. The parcels are zoned Village Mixed Use. The site address is 3510 Laverne Ave and 11200 Upper 33rd Street.

ISSUE BEFORE COUNCIL:

Should the city approve the RFP for disposition of the former Fire Station and Parks Building?

PROPOSAL DETAILS/ANALYSIS:

The current site is vacant, and the EDA has prioritized redevelopment through the sale to a third party. The City of Lake Elmo initiated a visioning study to ensure future development aligns with the City's objectives. Based on community feedback received in the Lake Elmo Village Vision Plan Study gathered in early 2024, residents strongly preferred the following uses for the subject property:

- Eating and drinking establishments
- Family friendly spaces
- Housing, including mixed use
- Community center
- Green spaces
- Recreational spaces
- Retail

The survey results indicated that residents want to preserve the charm and character of the Old Village as it currently exists. Residents indicated they would like to limit "big box" development. An RFP would ensure that the City could select and enforce a development agreement that would align with the goals of residents.

FISCAL IMPACT:

EDA recommends setting a \$100,000 reserve for the property.

OPTIONS:

- Approve the RFP
- Deny the RFP
- Amend the RFP
- Table for further information

RECOMMENDATION:

“Motion to approve the Request for Proposal for Disposition of the former Fire Station and Parks Building”

ATTACHMENTS:

- Draft RFP