City of Blaine
City Council Workshop

October 9, 2023 | 5:30 PM
Blaine City Hall
10801 Town Square Drive NE
Blaine, MN 55449

AGENDA

NOTICE OF WORKSHOP MEETING
In accordance with the provisions of Section 3.01 of the Blaine City Charter, a Council Workshop meeting is scheduled for the following purpose:

1. Call to Order

2. Roll Call

3. New Business

3.1. 2023-452 Polar Plunge 2024
Sponsors: Brian Podany, Safety Services Manager/Police Chief

3.2. 2023-461 Introduction of the New Owner of Northtown Mall
Sponsors: Sheila Sellman, City Planner

3.3. 2023-490 Utilities Enterprise Funds 2024 Budgets
Sponsors: Jason Zimmerman, Finance Director

3.4. 2023-451 Parking Ordinance and Drive-Thru Regulation Discussion
Sponsors: Sheila Sellman, City Planner

4. Other Business

5. Adjournment

City of Blaine
Staff Report

File Number: 2023-452

Agenda Date	Status
October 9, 2023	
In Control	**File Type**
City Council	Workshop Item

New Business - Brian Podany, Safety Services Manager/Police Chief

Agenda Item # 3.1

Polar Plunge 2024

Background

The Polar Plunge is an annual event that raises money for Special Olympics Minnesota. The event is held during the winter where thousands of participants across the state jump into icy cold waters despite the cold temperatures. The Anoka County Polar Plunge has been hosted by the Sheriff's Office for the past 11 years, but in 2024 the City of Blaine will be hosting this great event for the first time. The event will be at Lakeside Commons Park on February 24, 2024. Detective Orin Christensen is the coordinator of the event and will be providing information via a PowerPoint and answering any questions.

Staff Recommendation

Questions for Council

Attachment List

1. Presentation Polar Plunge 2024 (1)

2024 Special Olympics Polar Plunge

February 24th, 2024 @ 12:00 pm

Lakeside Commons Park, Blaine, MN

Inaugural Year!!!!

HISTORY OF THE ANOKA COUNTY POLAR PLUNGE

* TWELVE PRIOR YEARS- RAISED: $1,957,703

* 2023- RAISED: $143,000- 571 Plungers

* 2024 WILL GET US OVER THE $2,000,000 MARK!!!

Special Olympics Minnesota

Freezin' for a Reason

To be a Polar Plunger takes courage, bravery and a sense of adventure! Each year these winter warriors jump to frozen glory to raise funds for Special Olympics Minnesota (SOMN). Whether individual, organization or business, the Plunge welcomes all do-gooders who are willing to take an icy philanthropic jump. With over 20 locations across the state, there's always a Plunge near your area! Join the many, the freezing, the Polar Plungers!

"Our mission is to create a new world of inclusion and acceptance for people with intellectual disabilities. We do this by providing year-round sports training and athletic competitions, inclusive healthcare programs, leadership and advocacy training, and inclusive school programs"

SPECIAL OLYMPICS
USA GAMES
MINNESOTA 2026


Lakeside Commons Park
rk with a splash pad & ground
30' x 90' Regist ration Tent
Harpers Ct NE
Potential location for squads/fire pits and ice wall
Doors
30 x 100 Chan ging Tent
Turbo Tunnel
Dock Sections/Carpet
Plunge Hole
Bleachers sections
Snow Fencing/flags/Barricades
Inflatable Bear

Tentative Schedule of Events

Thursday, February 22, 2024
- 9AM: Ultimate Events Tent/Generator Set-Up

Friday, February 23, 2024
- 8/9 AM: Anoka County Sheriff's Office will cut the hole
- Porta Potties Delivered
- Banners, snow fencing, flags, dock sections set up
- 4-6pm: Pre-registration at the tent in the parking lot

Saturday, February 24, 2024
- 9am: Set-Up of materials (incentives, merchandise, last minute details to happen throughout morning)
- Registration opens at 11am
- Plunge: 12-2:00 pm
- Tear down of bear on ice, packing up of all merchandise and clean up to follow

Monday, February 26th or Tuesday, February 27th
- 9AM: Ultimate Events Tent/Generator Tear Down
- Portable Toilets to be picked up sometime in AM by OnSite


SO, WHAT DO WE DO??

SO, WHAT DO WE DO??

1

Get a team together

GO TEAM BLAINE!

SO, WHAT DO WE DO??

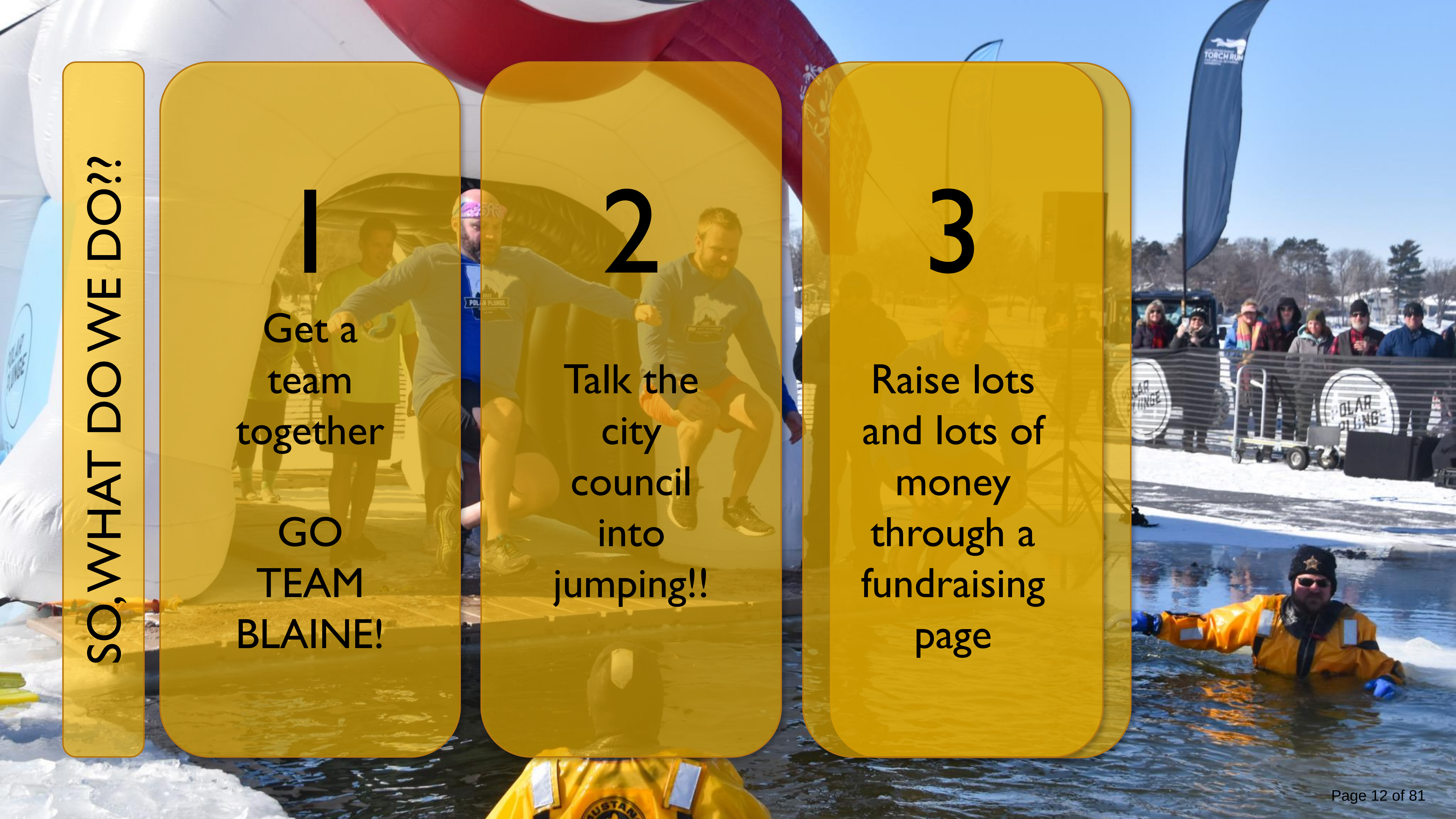
1

Get a team together

GO TEAM BLAINE!

2

Talk the city council into jumping!!



SO, WHAT DO WE DO??

1

Get a team together

GO TEAM BLAINE!

2

Talk the city council into jumping!!

3

Raise lots and lots of money through a fundraising page


SO, WHAT DO WE DO??
1
Get a team together
GO TEAM BLAINE!
2
Talk the city council into jumping!!
3
Raise lots and lots of money through a fundraising page
4
Jump and feel great because you just helped change someone’s life

2023 Blaine PD Plunge Video

A video will be played here

What else does Blaine PD do to help?

Polar Plunge

Early each year, brave Plungers jump into frozen lakes across Minnesota to raise funds for SOMN. You can sign up to take the Plunge, volunteer at the event in various roles or even join a committee to help plan the events. With over 20 locations across the state, there's always a Plunge near you!

Learn more about the Polar Plunge

Merchandise sales

Special Olympics Minnesota creates an LETR T-shirt and hat each year that you can sell to your agency and community members to raise money and awareness for SOMN.

Order LETR merchandise

Torch Run Final Leg

Every year, Law Enforcement agencies carry the Flame of Hope a combined 925 miles through communities across Minnesota, culminating at the Special Olympics Minnesota Summer Games. If there isn't a final leg route near you, your agency can plan a fun run in your community to support SOMN.

Learn more about the Final Leg


POLAR PLUNGE
EMERGENCY
DO NOT BLOCK
GAME OF
THRONES

City of Blaine
Staff Report

File Number: 2023-461

Agenda Date	Status
October 9, 2023	
In Control	**File Type**
City Council	Workshop Item

New Business - Sheila Sellman, City Planner

Agenda Item # 3.2

Introduction of the New Owner of Northtown Mall

Background

In August, the Northtown Mall sold to Florida-based firm 4th Dimension Properties. Felix Reznick is the Principal owner and according to their website, "has decades of entrepreneurial experience, combined with a deep knowledge of commercial real estate and an out-of-the box approach to new retail realities". Prior to fully dedicating himself to management and investment in retail shopping centers, Mr. Reznick spent fifteen years operating a New York law firm specializing in corporate and real estate law. Having started his legal career at Cadwallader, Wikersham & Taft, and at Rosenman & Colin LLP, Mr. Reznick gained knowledge and experience through representation of real estate developers, family offices, and investment banks and funds. He structured several billion dollars in acquisitions and financing deals for both New York and international clients."

4th Dimension Properties owns 25 regional malls throughout the country. Their approach and strategy: "Each property we acquire is a unique opportunity to revitalize and develop the community in which it is located. To that effect, our management team attracts regional and local tenants, explores alternate, non-traditional uses for the units at the shopping center, and collaborates with local governments to ensure that our shared vision for the area is realized. Upon acquisition of an asset, we perform a deep analysis of the local market and forge a custom plan for the future development of the specific asset. We examine and minimize unnecessary operating expenses, assess sale options of the surrounding land and outparcels, and evaluate development opportunities."

At this workshop meeting, staff will introduce Mr. Reznick and his concept plans for the mall and provide an opportunity for Council to ask questions and provide feedback on the plans. Feedback from the Council will be incorporated into future zoning discussions prior to formal changes occuring.

The first exhibit shows the parcels that were purchased by 4th Dimension. The second exhibit shows a general development concept. Lots 11-13 as proposed may be multi-family residential, an Asian Market and fitness center. The remaining lots could potentially be a learning center, hotel, coffee & juice shop, medical center, Cub liquor, QSR (quick serve restaurant) - high end, C-store/gas, Aspen Dental, H&R Block type, Verizon type and a bank.

Staff Recommendation

Provide feedback on the plan provided by the new ownership group.

Questions for Council

NA

Attachment List

1. Narrative
2. Parcels owned by 4D
3. Proposed uses

NORTHTOWN MALL CONCEPT PLAN

4th Dimension Properties, LLC has recently purchased the Northtown Mall and is looking forward to being a part of the future of Blaine. We recognized the growth and development opportunities that the city is experiencing and believe that we can make Northtown a key component to the future of the city. An essential component of our due diligence of the property was the vision the city has adopted for this area and the potential public/private partnership that can be achieved in working together to meet the goals for the mall and surrounding area.

Our team has reviewed the city's Comprehensive Plan, the Strategic Plan FY 2020-20023, the Northtown District Vision Plan, multiple site visits and meetings with city staff. In our research we have found multiple comments and strategies supporting the improvements to the Northtown Mall and the understanding that this will be a phased vision extending out to 20-25 years. The statement that we believe best summarizes this idea is from the 2040 Comprehensive Plan, Chapter 4: Economic Development Implementation priority #5

> *The City will continue to support the viability and economic health of the Northtown area commercial center, as it represents a significant economic and employment center. The City will collaborate with Northtown to develop a strategy for private reinvestment, as well as explore and be receptive to new ways for the area to remain successful, including use of innovative infrastructure management and requirements*

Our reinvestment in Northtown Mall will be a phased approach to obtain the capital needed and to attract the type of development that is envisioned. The Concept Plan we are presenting is the first step of our investment and included the following action steps; evaluating existing tenant leases, talking with local and national businesses and developers, aligning business/developer interests within the property, and incorporating green space. Based on the above steps we prepared a concept plan that identifies areas for new development and the repurposing of the site to meet the needs of our interested investors and the goals of the city. The plan identifies:

- 8 new outlots to be sold/leased to new businesses
- 2 reconfigured lots for existing businesses
- 3 expansion areas of the mall to include multi-family, Asian market and/or fitness center as mall anchors
- Adding neighborhood convenient businesses including, coffee, bank, gas, health, and medical services
- Incorporate indoor and outdoor recreation activities including pickle ball and public green spaces

Our first step is in line with the 10 Guiding Principles outlined by the city for the Northtown Area. The plan will create investments that are needed to restore the HUB by strengthening the tenant MIX to be WELCOMING to all by proving GREEN SPACE and removing barriers to ASSETS.

We are excited to bring this concept plan to you as our first phase in revitalizing the Northtown Mall. As noted earlier this is a necessary first step as we attract businesses and build financial resources for future phases. It is understood and important that we will be in continued communication with the city as we build the future of the Northtown Area together. We are eager to hear your comments.

Felix Reznick
4th Dimension Properties, LLC

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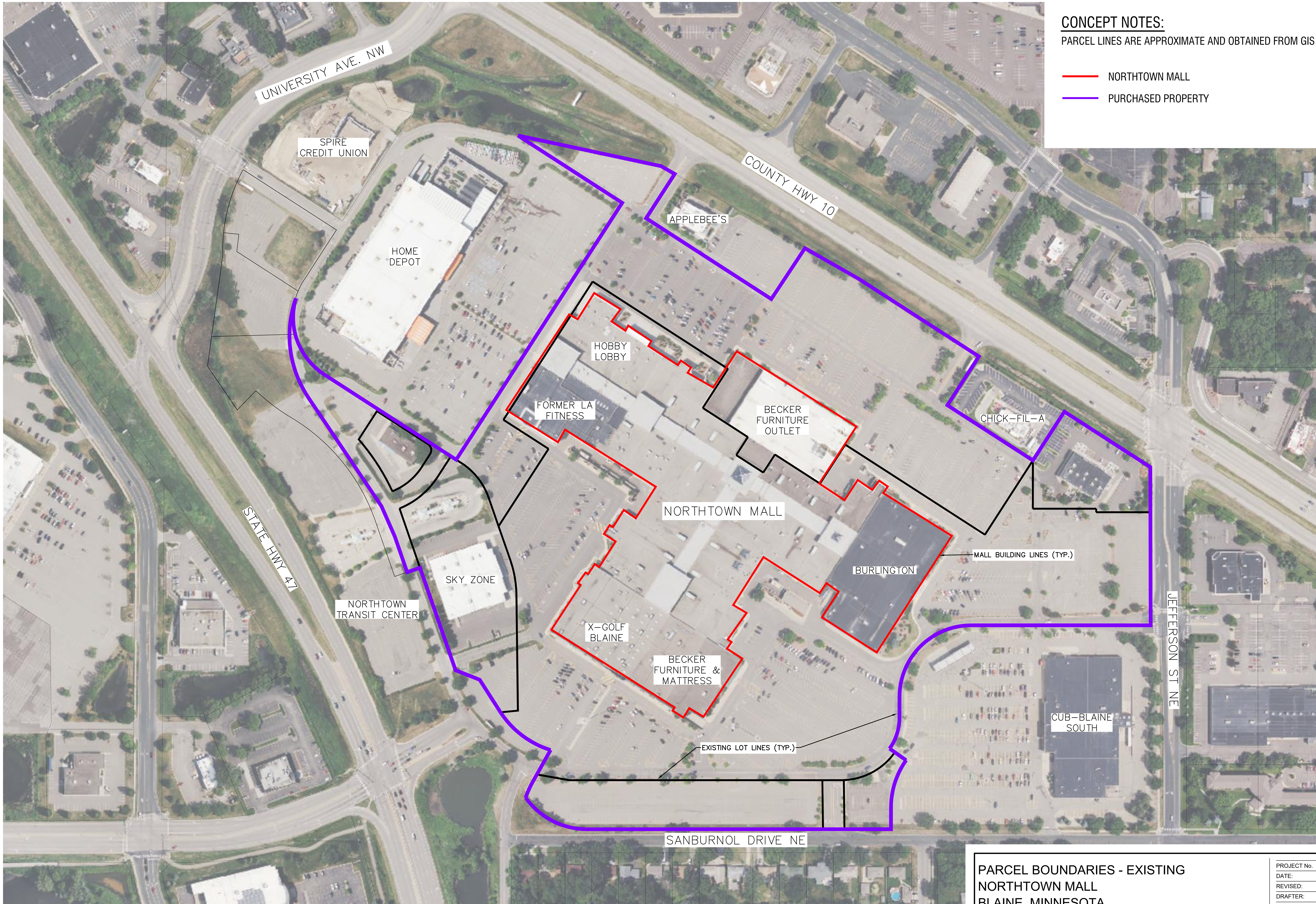

CONCEPT NOTES:

PARCEL LINES ARE APPROXIMATE AND OBTAINED FROM GIS DATA.

- NORTHTOWN MALL
- PURCHASED PROPERTY

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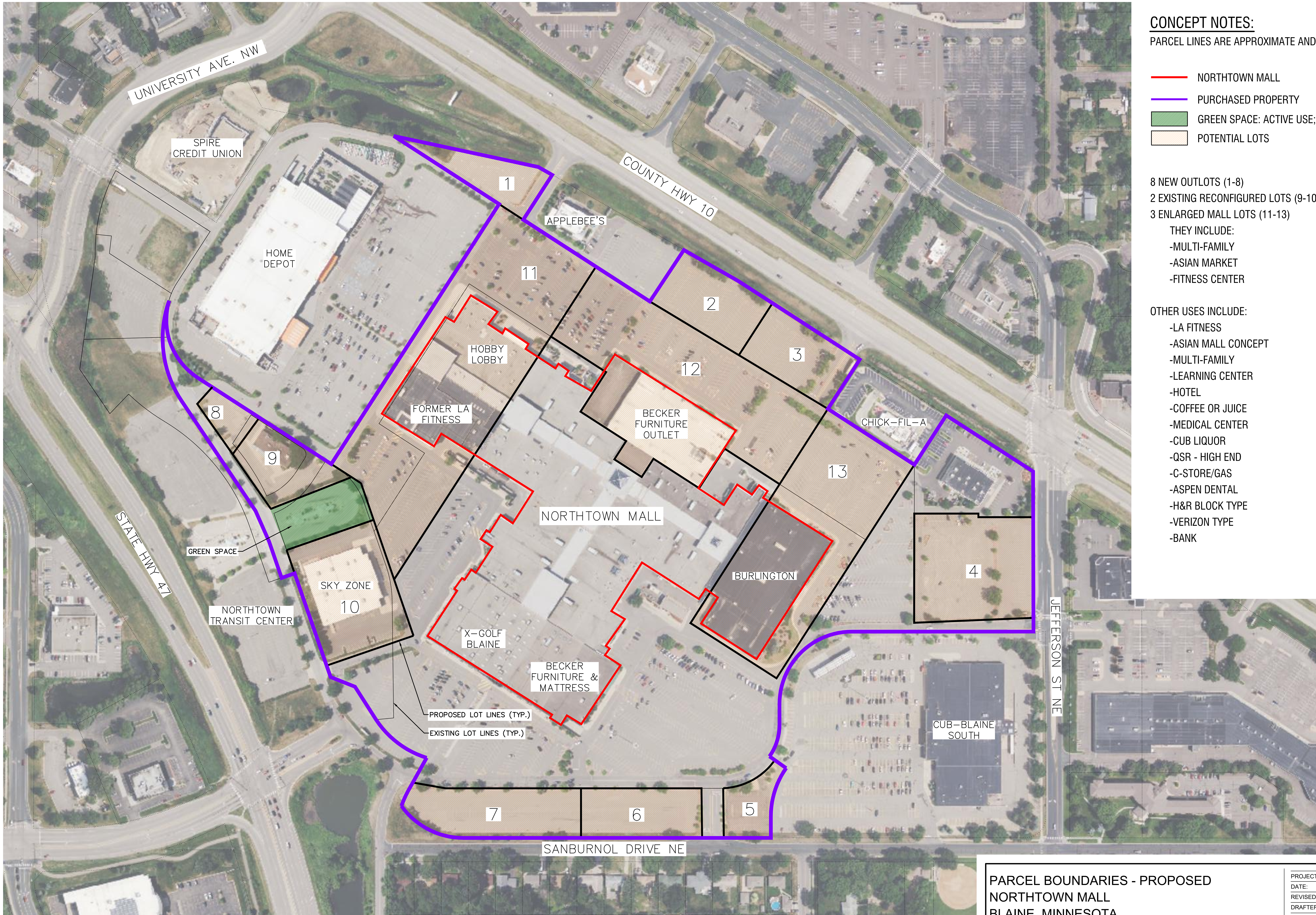
Sca

PARCEL BOUNDARIES - EXISTING
NORTHTOWN MALL
BLAINE, MINNESOTA

PROJECT No.	23348
DATE:	09.25.23
REVISED:	_
DRAFTER:	CEF
REVIEWER:	TG

moore engineering, inc.



CONCEPT NOTES:

PARCEL LINES ARE APPROXIMATE AND OBTAINED FROM GIS DATA.

- NORTHTOWN MALL
- PURCHASED PROPERTY
- GREEN SPACE: ACTIVE USE; PICKLEBALL
- POTENTIAL LOTS

8 NEW OUTLOTS (1-8)
2 EXISTING RECONFIGURED LOTS (9-10)
3 ENLARGED MALL LOTS (11-13)
THEY INCLUDE:
-MULTI-FAMILY
-ASIAN MARKET
-FITNESS CENTER

OTHER USES INCLUDE:
-LA FITNESS
-ASIAN MALL CONCEPT
-MULTI-FAMILY
-LEARNING CENTER
-HOTEL
-COFFEE OR JUICE
-MEDICAL CENTER
-CUB LIQUOR
-QSR - HIGH END
-C-STORE/GAS
-ASPEN DENTAL
-H&R BLOCK TYPE
-VERIZON TYPE
-BANK

PARCEL BOUNDARIES - PROPOSED
NORTHTOWN MALL
BLAINE, MINNESOTA

PROJECT No.	23348
DATE:	09.25.23
REVISED:	_
DRAFTER:	CEF
REVIEWER:	TG

moore engineering, inc.

City of Blaine
Staff Report

File Number: 2023-490

Agenda Date	Status
October 9, 2023	
In Control	**File Type**
City Council	Workshop Item

New Business - Jenna Trittin, Finance Analyst, Nick Fleischhacker, Public Works Director

Agenda Item # 3.3

Utilities Enterprise Funds 2024 Budgets

Background

Enterprise funds account for public services which the city provides to residents and commercial properties. The city operates four enterprise funds: water, sanitary sewer, garbage and recycling, and stormwater. The water, sanitary sewer, and stormwater funds will be discussed in this item.

Enterprise funds operate by charging user fees for services provided by the city. In return, the city provides clean drinking water, sewage collection and treatment, and stormwater management. These fees are used to cover the costs associated with the fund. Enterprise funds operate independently of each other. Fees collected from these services should cover the enterprise's total cost, including all operations, maintenance, capital outlay, and debt payments.

To ensure the city collects enough fees to cover each utility's costs, it is recommended and good practice to evaluate the fees charged yearly and conduct a rate study every five years. The last rate study the city contracted for was conducted in 2018, and this rate study only focused on water utility rates. In 2022, the city contracted with Baker Tilly to perform a rate study for the water, sanitary sewer, and stormwater funds. The results of the rate study were presented to Council at the August 14, 2023, workshop and Council requested staff to bring the item back for discussion at the October 9 workshop to allow for further review of budgets and capital programs.

The city has grown significantly over the past few decades and continues progressing toward full development. In-kind, these systems' infrastructure has expanded to match our current needs as a city. As the enterprise infrastructure systems age, the city must maintain and replace them accordingly. This requires shifting the focus from development to asset preservation and sustainability, which is accomplished through ongoing maintenance and replacement projects. Failure to maintain these assets increases the city's risk of asset failure or impact on the quality of service. This shift of focus will require more capital outlay expenditures and a greater focus on long-range planning in our budget process.

Past Council discussion around utility service levels indicated the following:

- Water delivered to homes is expected to meet the highest standards possible
    - Fully treated water for normal consumption periods
    - Very low rates of untreated water (10-25% max) on the highest consumption days as the city continues to grow
- Wastewater and storm drainage is to be cleared through the system with no backups, breaks, or flooding

Information on each utility and its 2024 proposed budget is included by fund below.

Water Utility Fund

The city's water utility enterprise fund accounts for the operations of the city's water system. As an enterprise fund, the water fund is designed to recover the cost of providing clean, potable water to its customers through user fees.

The system serves nearly 22,000 accounts, 95 percent of which are residential. Overall, Blaine provides water to more than 96 percent of city residents. The system has a daily pumping capacity of 18.5 million gallons, with an average daily usage of 6.4 million. The city's water operation functions as a division of the city's Public Works Department with 11.75 full-time equivalent (FTE) staff budgeted in the division.

The city's water system consists of 4 water treatment plants, 20 wells, 4 water towers, and 328 miles of water pipe.

2024 Budget

Revenues

Water service fees generate 92-95 percent of total operating revenue. Other revenue sources include penalties, permits, meter sales, and interest; water access charges (WAC) provide a revenue source for capital projects and improvements.

Water rates were adjusted in 2022 by splitting the third consumption tier, creating four tiers. Gradual increases were applied at each tier: 15 cents per thousand gallons on the first tier, 20 cents on the second, 25 cents on the third, and 30 cents on the fourth.

Total operating revenues budgeted for 2024 using the recommendations from the rate study are $8.5 million. Non-operating revenues total $1 million and include WAC charges and investment income.

The water rates presented below are the amounts billed quarterly to residential customers based on usage; commercial rates are the same as the residential rates. The recommended rate for 2024 represents a 9 percent increase over 2023. The rate study also recommends a 9 percent increase for 2025 and 2026 to build a healthy cash balance that will help to finance capital projects.

Rate Type	2022	2023	2024 Recommended
Flat Fee	5.50	7.70	8.39

0-24,000	1.61	2.25	2.45
24,001-75,000	2.03	2.84	3.10
75,001-150,000	2.08	2.91	3.17
150,000+	2.80	3.92	4.27
State Test Fee	2.43	2.43	2.43

Expenses
Budgeted operating expenses are proposed to increase by $864,568 from the 2023 budget.

- Personnel services - increasing $155,372
  - Cost of living, other wage adjustments, workers compensation, and other benefits including those in approved bargaining unit agreements
- Supplies - increasing $249,500
  - Treatment chemicals – increase in cost of media cleaning and anticipated 20 percent increase in chemical costs
- Contractual services - increasing $507,546
  - Legal fees
  - Maintenance agreements - Treatment plants, SCADA system
- Administrative chargebacks (now shown as transfers out) – increasing $114,760
  - Building maintenance internal service fund and General Fund administration

Capital Improvement Plan
The 2024-2028 five-year plan includes $27 million in capital improvements, with an additional $30 million beyond 2028, which is attached in detail. The 2024 proposed capital budget includes $6.9 million in improvements and equipment. The 2024 costs are anticipated to be financed with utility debt.

<u>Sanitary Sewer Utility Fund</u>
The city's sewer utility enterprise fund accounts for the operations of the city's sanitary sewer system. As an enterprise fund, the sewer utility is designed to recover the cost of collecting, treating, and disposing of the wastewater of its customers through user fees.

The system serves almost 22,000 accounts, 95 percent of which are residential. The city's sewer operation functions as a division of Public Works with 6 FTE staff allocated to the division.

The city's sanitary sewer system consists of 376 miles of sanitary pipe, 32 lift stations, and other assets such as manholes and pumps. The sewer utility participates in the wastewater treatment program through Metropolitan Council Environmental Services (MCES), which means the city does not need its own wastewater treatment infrastructure.

<u>2024 Budget</u>

Revenues
As with the Water Utility Fund, the Sewer Utility Fund receives most of its funding through fees charged to customers; 96-97 percent of total revenues are collected in fees. Total operating revenues budgeted for 2024 using the recommendations from the rate study are $9.1 million. Non-operating revenues total $0.2 million and include sewer access charges (SAC), special assessments, and investment income.

The sewer rates presented below are the amounts billed quarterly to residential customers; commercial rates are derived from the residential rates. The recommended rate for 2024 represents a 9 percent increase over 2023. A 9 percent increase is recommended annually for 2025-2027 to maintain a minimum cash balance and to pay for increasing MCES charges in the sewer fund.

Rate Type	**2022**	**2023**	**2024 Recommended**
Residential	63.00	70.00	76.30

Expenses
Budgeted operating expenses are proposed to increase by $993,648 from the 2023 budget.

- Personnel services - increasing $332,201
    - Addition of a Public Service Worker
    - Cost of living, other wage adjustments, workers compensation, and other benefits including those in approved bargaining unit agreements
- Supplies – increasing $30,900
    - Small equipment for lift stations and equipment needed for lift station maintenance
- Contractual services - increasing $212,718
    - Funds budgeted for ongoing maintenance contracts for lift stations
- Metropolitan Council Environmental Services (MCES) charges - increasing $417,020
    - MCES collects, treats, and disposes of wastewater across the metro area
- Administrative chargebacks (now shown as transfers out) – increasing $127,970
    - Building maintenance internal service fund and General Fund administration

Capital Improvement Plan
The 2024-2028 five-year plan includes $43.6 million in capital improvements, with an additional $1.6 million beyond 2028, which is attached in detail. The 2024 proposed capital budget includes $4.5 million in improvements and equipment. The 2024 costs are anticipated to be financed with a combination of cash and utility debt.

Stormwater Utility Fund
The city's stormwater utility enterprise fund accounts for the operations of the city's storm drainage system. The fund was created in 2006 as staff began separately accounting for storm drainage activity. Prior to that, stormwater operations were accounted for in the sanitary sewer budget. A stormwater utility fee was approved by the Council in 2007 and implemented in January 2008.

The system serves roughly 23,000 parcels throughout Blaine. The stormwater operation functions as a division of the City's Public Works Department with 7 full-time equivalent (FTE) positions.

As an enterprise fund, the utility is designed to recover the cost of maintaining the city's storm drainage system, which includes 185 miles of storm sewer pipes, 111 miles of ditches, 515 ponds, and numerous catch basins, outfalls, manholes, weirs, culverts, and swales.

<u>2024 Budget</u>
Revenues
The Storm Sewer Utility Fund receives the bulk of its funding through fees charged to customers. Total operating revenues budgeted for 2024 using the recommendations from the rate study are $2.4 million. Non-operating revenue is $0.02 million for investment income.
The storm rates presented below are the amounts billed quarterly to residential customers; the base commercial rate is the same as the residential rate with a Residential Equivalency Factor (REF) applied to the rate. The REF takes into account total property area as well as the total impervious surface area of the property. The recommended rate for 2024 is a 7.5 percent increase over 2023. The rate study also recommends a 7.5 percent increase in 2025 and 2026 to maintain a positive net income for the stormwater utility.

Rate Type	2022	2023	2024 Recommended
Residential	10.50	11.55	12.42

Expenses
Budgeted operating expenses are proposed to increase by $459,834 from the 2023 budget.

- Personnel services - increasing $133,147
  - Addition of a Public Service Worker
  - Cost of living, other wage adjustments, workers compensation, and other benefits including those in approved bargaining unit agreements
- Supplies – increasing $159,700
  - Small tools and minor equipment
  - Pond maintenance program restoration supplies
- Contractual services - increasing $186,108
  - Professional services to address pond maintenance complaints from residents
  - Street sweeping disposal fees
- Administrative chargebacks (now shown as transfers out) – increasing $70,500
  - Building maintenance internal service fund and General Fund administration

Capital Improvement Plan
The 2024-2028 five-year plan includes $9 million in capital improvements, which is attached in detail. The 2024 proposed capital budget includes $1.6 million in improvements and equipment. The 2024 costs are anticipated to be financed with a combination of cash and utility debt.

Staff Recommendation

Staff requests Council feedback on the 2024 utility fund budgets.
If no further consideration is needed, the water, sanitary sewer, stormwater budgets, rates, and capital plans will be brought back for adoption at the December 18 City Council Meeting.

Questions for Council

Does Council support the 2024 budgets, rates, and capital as presented for water, sewer, and stormwater?

Attachment List

1. 2024 Water Utility Budget
2. 2024 Sewer Utility Budget
3. 2024 Stormwater Utility Budget
4. 2024-2028 Utility Equipment and Improvements
5. 2024 Utilities Enterprise Funds Presentation

CITY OF BLAINE, MINNESOTA

WATER UTILITY FUND - 601

2024 Budget

	2022 Actual	2023 Adopted	2024 Proposed*	2025 Estimate	2026 Estimate
OPERATING REVENUES					
Utility Charges	$ 6,214,430	$ 7,964,196	$ 8,522,393	$ 9,765,144	$ 10,758,356
TOTAL REVENUES	**$ 6,214,430**	**$ 7,964,196**	**$ 8,522,393**	**$ 9,765,144**	**$ 10,758,356**
OPERATING EXPENDITURES					
Operating					
Personnel Services	1,190,440	1,351,402	1,506,774	1,769,711	1,867,045
Supplies	672,498	959,000	1,208,500	1,295,229	1,387,970
Contractual Services	1,085,548	1,475,930	1,983,476	2,134,579	2,297,891
Other Charges	20,624	20,600	25,250	26,349	27,492
Depreciation	1,589,781	1,750,000	1,697,500	1,723,242	1,820,844
TOTAL EXPENDITURES	**$ 4,558,892**	**$ 5,556,932**	**$ 6,421,500**	**$ 6,949,110**	**$ 7,401,242**
Operating Income	**$ 1,655,539**	**$ 2,407,264**	**$ 2,100,893**	**$ 2,816,034**	**$ 3,357,113**
NON-OPERATING REVENUES (EXPENDITURES)					
Investment Income	(158,552)	180,000	45,317	70,985	95,126
WAC Charges	901,941	850,000	936,500	936,500	936,500
Debt Interest Expense	(1,234,706)	(1,191,000)	(1,301,029)	(1,501,969)	(1,724,445)
Other Revenues	60,968	15,000	-	-	-
TOTAL NON-OPERATING	**$ (430,350)**	**$ (146,000)**	**$ (319,212)**	**$ (494,484)**	**$ (692,818)**
INCOME BEFORE TRANSFERS AND CAPITAL CONTRIBUTIONS	**$ 1,225,189**	**$ 2,261,264**	**$ 1,781,681**	**$ 2,321,550**	**$ 2,664,295**
Transfers In	-	-	-	-	-
Transfers Out (Admin and Facilities Charges)	(963,400)	(1,008,650)	(1,123,410)	(1,157,112)	(1,191,826)
Capital Contributions	3,834,080	-	-	-	-
Sale of Assets	3,458	-	-	-	-
CHANGE IN NET POSITION	**$ 4,099,327**	**$ 1,252,614**	**$ 658,271**	**$ 1,164,438**	**$ 1,472,469**
NET CHANGE IN CASH					
Beginning Cash	3,776,019	761,436	2,574,050	3,549,246	4,756,322
Change in Net Position	4,099,327	1,252,614	658,271	1,164,438	1,472,469
Add Depreciation	1,589,781	1,750,000	1,697,500	1,723,242	1,820,844
Remove capital contributions	(3,834,080)	-	-	-	-
Remove capital outlay	(4,879,018)	(4,556,500)	(6,867,000)	(7,620,000)	(5,955,000)
Add debt proceeds**	700,000	3,292,707	6,867,000	7,620,000	5,835,000
Remove debt principal paid**	(1,145,000)	(1,190,000)	(1,380,575)	(1,680,604)	(2,020,321)
Other Cash Revenues (Expenses)**	454,406	1,263,793	-	-	-
Ending Cash	**$ 761,436**	**$ 2,574,050**	**$ 3,549,246**	**$ 4,756,322**	**$ 5,909,314**
Minimum Cash Requirements					
For Operations (3.6 months)	1,367,667	1,667,079	1,926,450	2,084,733	2,220,373
For Debt Service	2,381,000	2,681,604	3,182,573	3,744,765	4,167,240
Capital Reserve	-	-	-	-	250,000
Minimum Cash	**$ 3,748,667**	**$ 4,348,683**	**$ 5,109,023**	**$ 5,829,499**	**$ 6,637,613**
Amount Over (Under) Minimum	(2,987,232)	(1,774,633)	(1,559,776)	(1,073,177)	(728,298)

** The 2024 proposed budget revenues are shown using the recommendations from the rate study*

*** 2023 debt proceeds will be reduced by $1.3 million in ARPA funds applied towards 2023 capital projects*

CITY OF BLAINE, MINNESOTA
SEWER UTILITY FUND - 602
2024 Budget

	2022 Actual	2023 Adopted	2024 Proposed*	2025 Estimate	2026 Estimate
OPERATING REVENUES					
Utility Charges	$ 7,527,176	$ 8,229,364	$ 9,089,484	$ 10,037,768	$ 11,083,118
TOTAL REVENUES	**$ 7,527,176**	**$ 8,229,364**	**$ 9,089,484**	**$ 10,037,768**	**$ 11,083,118**
OPERATING EXPENDITURES					
Operating					
Personnel Services	569,387	517,380	849,581	902,909	952,569
Supplies	37,600	43,600	74,500	79,273	84,339
Contractual Services	357,145	421,630	634,358	672,032	711,944
MCES Charges	4,370,320	5,062,260	5,479,280	6,027,208	6,629,929
Other Charges	4,115	6,800	7,600	7,931	8,275
Depreciation	1,410,000	1,410,000	1,410,000	1,426,100	1,504,383
Miscellaneous	200	-	4,500	4,696	4,900
TOTAL EXPENDITURES	**$ 6,748,767**	**$ 7,461,670**	**$ 8,459,819**	**$ 9,120,149**	**$ 9,896,338**
Operating Income	**$ 778,409**	**$ 767,694**	**$ 629,665**	**$ 917,619**	**$ 1,186,780**
NON-OPERATING REVENUES (EXPENDITURES)					
Investment Income	(146,786)	109,500	101,924	110,930	114,864
SAC Charges	51,406	45,000	49,232	49,232	49,232
Debt Interest Expense	-	(46,276)	(302,525)	(463,996)	(1,070,693)
Special Assessments	85,895	50,000	51,426	52,883	54,373
Other Revenues	1,000	-	-	-	-
TOTAL NON-OPERATING	**$ (8,486)**	**$ 158,224**	**$ (99,943)**	**$ (250,950)**	**$ (852,223)**
INCOME BEFORE TRANSFERS AND CAPITAL CONTRIBUTIONS	**$ 769,923**	**$ 925,918**	**$ 529,722**	**$ 666,669**	**$ 334,556**
Transfers In	-	-	-	-	-
Transfers Out (Admin and Facilities Charges)	(892,710)	(935,840)	(1,037,310)	(1,068,429)	(1,100,482)
Capital Contributions	2,836,223	-	-	-	-
CHANGE IN NET POSITION	**$ 2,713,436**	**$ (9,922)**	**$ (507,588)**	**$ (401,760)**	**$ (765,926)**
NET CHANGE IN CASH					
Beginning Cash	3,167,778	3,696,141	5,096,219	5,546,522	5,743,210
Change in Net Position	2,713,436	(9,922)	(507,588)	(401,760)	(765,926)
Add Depreciation	1,410,000	1,410,000	1,410,000	1,426,100	1,504,383
Remove capital contributions	(2,836,223)	-	-	-	-
Remove capital outlay	(1,594,000)	(8,810,000)	(4,512,000)	(16,015,700)	(6,344,000)
Add debt proceeds**	1,550,000	5,810,000	4,310,000	15,605,700	5,479,000
Remove debt principal paid	-	-	(250,110)	(417,652)	(960,625)
Other Cash Revenues (Expenses)**	(714,850)	3,000,000	-	-	-
Ending Cash	**$ 3,696,141**	**$ 5,096,219**	**$ 5,546,522**	**$ 5,743,210**	**$ 4,656,042**
Minimum Cash Requirements					
For Operations (3.6 months)	2,024,630	2,238,501	2,537,946	2,736,045	2,968,901
For Debt Service	46,276	552,635	881,647	2,031,317	2,430,721
Capital Reserve	-	-	-	250,000	500,000
Minimum Cash	**$ 2,070,906**	**$ 2,791,136**	**$ 3,419,593**	**$ 5,017,362**	**$ 5,899,623**
Amount Over (Under) Minimum	1,625,235	2,305,083	2,126,929	725,848	(1,243,580)

** The 2024 proposed budget revenues are shown using the recommendations from the rate study*

*** 2023 debt proceeds will be reduced by $3 million in ARPA funds applied towards 2023 capital projects*

CITY OF BLAINE, MINNESOTA

STORMWATER UTILITY FUND - 604

2024 Budget

	2022 Actual	2023 Adopted	2024 Proposed*	2025 Estimate	2026 Estimate
OPERATING REVENUES					
Utility Charges	$ 2,019,482	$ 2,238,700	$ 2,438,658	$ 2,656,016	$ 2,879,972
TOTAL REVENUES	**$ 2,019,482**	**$ 2,238,700**	**$ 2,438,658**	**$ 2,656,016**	**$ 2,879,972**
OPERATING EXPENDITURES					
Operating					
Personnel Services	729,334	869,700	1,002,847	1,067,340	1,251,160
Supplies	80,107	98,500	258,200	269,442	281,126
Contractual Services	16,933	205,950	392,058	294,722	309,323
Other Charges	87,157	20,620	14,500	15,572	16,721
Depreciation	601,812	620,000	620,000	601,400	583,358
Miscellaneous	12,739	19,000	5,999	6,260	6,532
TOTAL EXPENDITURES	**$ 1,528,082**	**$ 1,833,770**	**$ 2,293,604**	**$ 2,254,736**	**$ 2,448,219**
Operating Income	**$ 491,400**	**$ 404,930**	**$ 145,054**	**$ 401,280**	**$ 431,753**
NON-OPERATING REVENUES (EXPENDITURES)					
Investment Income	(79,938)	20,300	20,982	21,683	22,403
Debt Interest Expense	-	(47,247)	(143,300)	(179,239)	(209,709)
TOTAL NON-OPERATING	**$ (79,938)**	**$ (26,947)**	**$ (122,318)**	**$ (157,556)**	**$ (187,306)**
INCOME BEFORE TRANSFERS AND CAPITAL CONTRIBUTIONS	**$ 411,462**	**$ 377,983**	**$ 22,735**	**$ 243,724**	**$ 244,447**
Transfers In	-	-	-	-	-
Transfers Out (Admin and Facilities Charges)	(403,700)	(433,330)	(503,830)	(518,945)	(534,513)
Capital Contributions	2,281,127	-	-	-	-
Sale of Assets	7,745	-	-	-	-
CHANGE IN NET POSITION	**$ 2,296,634**	**$ (55,347)**	**$ (481,095)**	**$ (275,221)**	**$ (290,066)**
NET CHANGE IN CASH					
Beginning Cash	2,020,791	2,794,287	3,358,940	2,780,067	2,188,630
Change in Net Position	2,296,634	(55,347)	(481,095)	(275,221)	(290,066)
Add Depreciation	601,812	620,000	620,000	601,400	583,358
Remove capital contributions	(2,281,127)	-	-	-	-
Remove capital outlay	(1,460,000)	(1,795,000)	(1,637,500)	(1,700,000)	(2,150,000)
Add debt proceeds	1,460,000	1,795,000	1,040,000	950,000	1,650,000
Remove debt principal paid	-	-	(120,279)	(167,615)	(208,423)
Other Cash Revenues (Expenses)	156,177	-	-	-	-
Ending Cash	**$ 2,794,287**	**$ 3,358,940**	**$ 2,780,067**	**$ 2,188,630**	**$ 1,773,499**
Minimum Cash Requirements					
For Operations (3.6 months)	458,425	550,131	688,081	676,421	734,466
For Debt Service	47,247	263,579	346,854	418,132	540,667
Capital Reserve	-	-	-	-	-
Minimum Cash	**$ 505,672**	**$ 813,710**	**$ 1,034,935**	**$ 1,094,553**	**$ 1,275,132**
Amount Over (Under) Minimum	2,288,616	2,545,230	1,745,131	1,094,078	498,367

** The 2024 proposed budget revenues are shown using the recommendations from the rate study*

Utilities Capital Equipment and Improvements 2024-2028

Capital Category	2024 Budget	2025	2026	2027	2028	Beyond 2028	Category Total
Sewer							
Equipment							
SWR23EQ01 - 2023 Sewer - Jetter	-	-	-	-	-	-	-
SWR23EQ02 - 2023 Sewer - F-350 w Plow w/Liftgate	-	-	-	-	-	-	-
SWR24EQ01 - Sewer - Portable Generator	100,000	-	-	-	-	-	100,000
SWR24EQ02 - Sewer - F350	125,000	-	-	-	-	-	125,000
SWR24EQ03 - Sewer - Utility Line Tracer/Locator	17,000	-	-	-	-	-	17,000
SWR24EQ04 - Sewer - Zero Turn Mower	45,000	-	-	-	-	-	45,000
Equipment Total	**287,000**	**-**	**-**	**-**	**-**	**-**	**287,000**
Sewer Lift Stations							
SWR230100 - Lift Station # 28 Pump Replacement	75,000	-	-	-	-	-	75,000
SWR230200 - Lift Station # 29 Rehab	-	-	-	-	480,000	-	480,000
SWR230300 - Lift Station # 7 Rehab	-	-	-	-	480,000	-	480,000
SWR230400 - Lift Station # 8 Forcemain Rehab	-	-	550,000	-	-	-	550,000
SWR230500 - Lift Station # 8 Wet well Rehab	-	-	-	-	-	-	-
SWR230600 - Lift Station #12 Rehab	125,000	-	1,800,000	-	-	-	1,925,000
SWR230700 - Lift Station #13 Rehab	-	-	-	-	-	-	-
SWR230800 - Lift Station #14 Rehab & Upgrades	-	-	-	-	-	-	-
SWR230900 - Lift Station #16 Rehab	100,000	1,000,000	-	-	-	-	1,100,000
SWR231000 - Lift Station #2 Lid and hatch replacement	-	-	-	-	-	-	-
SWR231100 - Lift Station #2 Wet Well Rehab	-	-	-	-	250,000	-	250,000
SWR231200 - Lift Station #22 (wet well rehabilitation)	-	-	-	-	-	-	-
SWR231300 - Lift Station #23(wet well rehabilitation, pumps)	-	-	-	-	-	-	-
SWR231400 - Lift Station #24 (wet well rehabilitation, pumps, controls building)	190,000	-	-	-	-	-	190,000
SWR231500 - Lift Station #25 Rehab	1,400,000	-	-	-	-	-	1,400,000
SWR231600 - Lift Station #25 Redundant Force Main / sewer gravity line under Hwy 35W	-	-	-	-	-	-	-
SWR231700 - Lift Station #26 and #27 (airport south) (wet well rehabilitation)	-	-	-	-	-	-	-
SWR231800 - Lift Station #3	-	100,000	-	1,000,000	-	-	1,100,000
SWR231900 - Lift Station #4 Rehab	1,120,000	8,500,000	-	-	-	-	9,620,000
SWR232000 - Lift Station #9 (wet well rehabilitation, pumps, controls building)	-	-	-	-	480,000	-	480,000
SWR240100 - LS #25 Forcemain Rehab	-	50,000	1,500,000	-	-	-	1,550,000
SWR241201 - Lift Station #2 Rehab	-	-	-	-	200,000	-	200,000
SWR241202 - Lift Station #2 Forcemain lining	-	-	-	-	720,000	-	720,000
SWR241400 - Lift Station #21- Pumps and Electronics	-	-	-	-	150,000	-	150,000
SWR241500 - Lift Station #21 Generator replacement	-	-	-	-	150,000	-	150,000
SWR241700 - Lift Station #6 wet well rehab	-	-	-	-	-	-	-
SWR241800 - Lift Station #10 Pumps and Controls	-	-	-	-	-	-	-
SWR241900 - SCADA Upgrades	-	350,000	-	-	-	-	350,000
SWR242100 - LS #9 New Pumps	-	70,000	-	-	-	-	70,000
Sewer Lift Stations Total	**3,010,000**	**10,070,000**	**3,850,000**	**1,000,000**	**2,910,000**	**-**	**20,840,000**
Sewer Lines							
SWR232100 - Sewer Line Reconstruction (Arnold Palmer Dr under Radisson Rd)	-	-	-	50,000	250,000	-	300,000
SWR232800 - Sewer Trunk Oversizing Zest Treatment Plant 4 to 128th	250,000	350,000	350,000	-	-	-	950,000
SWR240201 - Lift Station #25 Gravity Line - Lining	-	-	-	1,320,000	-	-	1,320,000
SWR240301 - Lining Sewer Trunk Line 304 - Harley-Polk-Reservoir	-	3,002,700	-	-	-	-	3,002,700
SWR240401 - Lining of Sewer Trunk Line 307 - Oak Park Blvd	-	-	-	-	1,917,000	-	1,917,000
SWR240501 - Lining Sewer Trunk Line 303 - Southside of Hwy 10	-	-	-	1,587,700	-	-	1,587,700
SWR240601 - Lining Sewer Trunk Line 306 - Territorial Park thur Pleasure Creek	-	-	-	-	1,854,300	-	1,854,300
SWR240701 - Lining of Sewer Trunk Line 300 - 35W Service Drive	-	1,053,000	-	-	-	-	1,053,000
SWR240801 - Lining Sewer Trunk Line 301 - Radisson woods thru Sancturay Dr	-	-	879,000	-	-	-	879,000
SWR240901 - Lining Sewer Trunk Line 302 - Lever St, Fire Station#4	-	-	-	-	617,400	-	617,400
SWR241001 - Lining of Sewer Trunk Line 305 - (LS#3 to territorial)	-	-	-	-	1,139,400	-	1,139,400
SWR241002 - Sewer Trunk Line 305 - Manhole Lining (LS#3 to territorial)	-	-	-	-	110,000	-	110,000
SWR241300 - Lift Station #6 Forcemain lining	-	-	-	-	840,000	-	840,000
SWR241600 - LS #22 Forcemain lining	-	-	-	360,000	-	-	360,000
SWR242001 - Lining of Sewer Trunk 15'' RCP - (Westwood Elementary)	-	-	-	-	-	-	-

Utilities Capital Equipment and Improvements 2024-2028

Capital Category	2024 Budget	2025	2026	2027	2028	Beyond 2028	Category Total
SWR242002 - Sewer Trunk 15'' RCP Lining of Manholes - (Westwood Elementary)	-	-	-	-	-	-	-
SWR990200 - Sewer - HWY 65 - relocation of assets, trunk lines, lift stations etc	400,000	400,000	400,000	400,000	400,000	-	2,000,000
SWR990400 - Sewer Trunk Line Cleaning (bucketing - a cleaning process for sewer trunk lines)	200,000	200,000	200,000	200,000	200,000	-	1,000,000
Sewer Lines Total	**850,000**	**5,005,700**	**1,829,000**	**3,917,700**	**7,328,100**	**-**	**18,930,500**
Sewer Manholes							
SWR232200 - Sewer Man hole lining - LS #12 to 85th Ave - qty 14	-	-	-	-	-	-	-
SWR232300 - Sewer Manhole lining - 93rd and service drive to Lift Station #12	-	-	-	-	-	-	-
SWR232400 - Sewer manhole structure rehabilitation (111th ave and 4st)	-	-	-	85,000	-	-	85,000
SWR232500 - Sewer Manhole Rehab (89th Ave and 87th Ln) in PMP area 2024	100,000	-	-	-	-	-	100,000
SWR232600 - Sewer manhole structure rehabilitation (97th Ct)	-	-	60,000	-	-	-	60,000
SWR232700 - Sewer manhole structure rehabilitation (Jefferson and 109th)	-	25,000	100,000	-	-	-	125,000
SWR240202 - Lift Station #25 Gravity Line - Manhole Lining	-	-	-	180,000	-	-	180,000
SWR240302 - Sewer Trunk Line 304 - Manhole lining	-	510,000	-	-	-	-	510,000
SWR240402 - Sewer Trunk Line 307 - Manhole lining	-	-	-	-	290,000	-	290,000
SWR240502 - Sewer Trunk Line 303 - Manhole Lining	-	-	-	220,000	-	-	220,000
SWR240602 - Sewer Trunk Line 306 - Manhole Lining	-	-	-	-	120,000	-	120,000
SWR240702 - Sewer Trunk Line 300 Manhole Lining	-	140,000	-	-	-	-	140,000
SWR240802 - Sewer Trunk Line 301 Manhole lining	-	-	240,000	-	-	-	240,000
SWR240902 - Sewer Trunk Line 302 - Manhole Lining - Lever St, Fire Station#4	-	-	-	-	90,000	-	90,000
SWR241100 - Sewer Manhole Rehab (West of Quincy on 109th)	-	-	-	60,000	-	-	60,000
SWR990100 - Lining Project for Lift Station Force main discharge manholes	40,000	40,000	40,000	40,000	40,000	-	200,000
SWR990300 - Sewer Costs associated with PMP projects	225,000	225,000	225,000	225,000	225,000	-	1,125,000
Sewer Manholes Total	**365,000**	**940,000**	**665,000**	**810,000**	**765,000**	**-**	**3,545,000**
Sewer Total	**4,512,000**	**16,015,700**	**6,344,000**	**5,727,700**	**11,003,100**	**-**	**43,602,500**

Utilities Capital Equipment and Improvements 2024-2028

Capital Category	2024 Budget	2025	2026	2027	2028	Beyond 2028	Category Total
Storm							
Culverts							
STM231700 - Culvert Replacement - Happy Acres 7th Street	-	-	-	400,000	-	-	400,000
STM240004 - Ditch Improvement - Lexington Avenue between Ball and North Road	-	-	-	-	60,000	-	60,000
STM240009 - Culvert Replacement - Ditch 41 at Public Works	-	100,000	-	-	-	-	100,000
Culverts Total	**-**	**100,000**	**-**	**400,000**	**60,000**	**-**	**560,000**
Equipment							
STM23EQ01 - 2023 Storm - Vac-con Combo	-	-	-	-	-	-	-
STM23EQ02 - 2023 Storm - F-550 with dump box and plow	-	-	-	-	-	-	-
STM23EQ03 - 2023 Storm - Tracked Mini-Excavator	-	-	-	-	-	-	-
STM23EQ04 - 2023 Storm - Stacking Conveyor	-	-	-	-	-	-	-
STM23EQ99 - Future Year Equipment Outlay	150,000	150,000	150,000	150,000	150,000	-	750,000
STM24EQ01 - Roll-off Leaf Box	15,000	-	-	-	-	-	15,000
STM24EQ02 - Hook Truck	225,000	-	-	-	-	-	225,000
STM24EQ03 - Heavy Duty Brush Mower - Skid Steer Attachment	19,500	-	-	-	-	-	19,500
STM24EQ04 - Tymco Street Sweeper	-	-	450,000	-	-	-	450,000
STM24EQ05 - Tree Shear - Skid Steer Attachment	20,000	-	-	-	-	-	20,000
STM24EQ06 - Prairie Grass Seeder/Grain Drill - Skid Steer Attachment	13,000	-	-	-	-	-	13,000
STM24EQ07 - Sherp ATV	-	-	-	-	-	-	-
STM24EQ08 - Grapple bucket	12,000	-	-	-	-	-	12,000
STM24EQ09 - Skid trailer	18,000	-	-	-	-	-	18,000
STM24EQ10 - F350 w/plow	125,000	-	-	-	-	-	125,000
STM24EQ11 - F550	125,000	-	-	-	-	-	125,000
Equipment Total	**722,500**	**150,000**	**600,000**	**150,000**	**150,000**	**-**	**1,772,500**
Infiltration Basins							
STM230400 - Infiltration Basin - Cloverleaf Park (Tied to 5 YR PMP)	-	-	-	-	-	-	-
STM230800 - Infiltration Basin - Swan Park (Tied to 5 YR PMP)	-	200,000	-	-	-	-	200,000
STM231900 - Infiltration Basin - Palmer Park (Tied to 5 YR PMP)	-	-	-	-	150,000	-	150,000
stm240007 - Infiltration Improvement - Biofiltration Rehabilitation	-	-	-	-	200,000	-	200,000
Infiltration Basins Total	**-**	**200,000**	**-**	**-**	**350,000**	**-**	**550,000**
Parking Lots							
stm240008 - Site Improvements - Larson Site	-	-	-	-	150,000	-	150,000
Parking Lots Total	**-**	**-**	**-**	**-**	**150,000**	**-**	**150,000**
Runoff Treatment							
STM240003 - Lake Improvement - Laddie Lake Improvement Project	-	-	-	300,000	-	-	300,000
Runoff Treatment Total	**-**	**-**	**-**	**300,000**	**-**	**-**	**300,000**
Storm Lift Stations							
stm240005 - Lift Station Improvement - Pleasure Creek Sand Filter	-	-	-	-	100,000	-	100,000
STM240006 - Irrigation Re-use - Conversion of existing park irrigation	-	-	-	-	350,000	-	350,000
Storm Lift Stations Total	**-**	**-**	**-**	**-**	**450,000**	**-**	**450,000**
Storm Outfalls							
STM230500 - Outfall Replacement - Jackson Circle off 91st Ave	-	-	-	-	-	-	-
STM231200 - Outfall Replacement - 10710 Taylor	100,000	-	-	-	-	-	100,000
STM231300 - Outfall Replacement - 11712 4th St	-	100,000	-	-	-	-	100,000
STM231400 - Outfall Replacement - 12107 Jefferson St.	-	100,000	-	-	-	-	100,000
STM231500 - Outfall Replacement - Madison & 126th	75,000	-	-	-	-	-	75,000
Storm Outfalls Total	**175,000**	**200,000**	**-**	**-**	**-**	**-**	**375,000**
Storm Pipes							
STM230200 - CIPP Lining - 132nd & Jackson	-	-	-	-	250,000	-	250,000
STM230300 - CIPP Lining - 99th Ave - Pleasure Creek to Jackson St	-	-	-	-	-	-	-
STM230700 - CIPP Lining - Easement b/t Tyler & Van Buren N of 91st	-	100,000	-	-	-	-	100,000
STM230900 - Pipe Regrouting - Legacy Creek Pkwy - N of Main St	-	-	-	250,000	-	-	250,000
STM231000 - CIPP Lining - 89th - Polk to Lincoln	-	100,000	-	-	-	-	100,000
STM231100 - CIPP Lining - 9104-9148 Alamo	-	100,000	-	-	-	-	100,000
STM231800 - Pipe Regrouting - Arch Pipe - 121st Ave and Vermillion St	-	-	-	250,000	-	-	250,000
STM240002 - Drainage Improvement - Frazier/Erskin near Ball Road/Lexington	-	-	750,000	-	-	-	750,000

Utilities Capital Equipment and Improvements 2024-2028

Capital Category	2024 Budget	2025	2026	2027	2028	Beyond 2028	Category Total
STM990100 - CIPP Lining Annual - Storm Sewer Lining Contract	100,000	100,000	100,000	100,000	100,000	-	500,000
Storm Pipes Total	**100,000**	**400,000**	**850,000**	**600,000**	**350,000**	**-**	**2,300,000**
Storm Ponds							
STM230100 - Pond Improvement - Pleasure Creek Flood and Pond Study	40,000	-	450,000	-	-	-	490,000
STM230600 - Pond Improvement - 124th and Aberdeen (Tied to 5 YR PMP)	-	250,000	-	-	-	-	250,000
Storm Ponds Total	**40,000**	**250,000**	**450,000**	**-**	**-**	**-**	**740,000**
Storm Structure Improvements							
STM231600 - Chloride Reduction - Heated Pavement Drain at new Senior Center	-	150,000	-	-	-	-	150,000
STM232000 - Structure Improvement- Salvation Army (Tied to 89th Avenue reconstruction)	400,000	-	-	-	-	-	400,000
STM240001 - Structure Improvements - High Volume Roadway Manholes Lining	200,000	250,000	250,000	250,000	300,000	-	1,250,000
STM242001 - Storm Structure Improvements - 89th Ave - 65 to University	-	-	-	-	-	-	-
Storm Structure Improvements Total	**600,000**	**400,000**	**250,000**	**250,000**	**300,000**	**-**	**1,800,000**
Storm Total	**1,637,500**	**1,700,000**	**2,150,000**	**1,700,000**	**1,810,000**	**-**	**8,997,500**

Utilities Capital Equipment and Improvements 2024-2028

Capital Category	2024 Budget	2025	2026	2027	2028	Beyond 2028	Category Total
Water							
Equipment							
WTR23EQ01 - 2023 Utility Department Computers	-	-	-	-	-	-	-
WTR23EQ02 - 2023 Water - F-350 w Plow w/Liftgate	-	-	-	-	-	-	-
WTR23EQ03 - 2023 Water - Skidsteer Upgrade	-	-	-	-	-	-	-
WTR23EQ04 - 2023 Water - Treatment Plant Floor Scrubber	-	-	-	-	-	-	-
WTR23EQ05 - 2023 Water - Treatment Plant Floor Sweeper	-	-	-	-	-	-	-
WTR23EQ06 - 2023 Water - Treatment Plant Security System	-	-	-	-	-	-	-
WTR23EQ07 - 2023 Water - Treatment Plant Single Man Lift	-	-	-	-	-	-	-
WTR23EQ08 - 2023 Water - Water Break Trailer	-	-	-	-	-	-	-
WTR23EQ09 - Fire hose covers	17,000	-	-	-	-	-	17,000
WTR23EQ10 - GPS Locator	-	-	-	-	-	-	-
WTR23EQ11 - Meter Reading Base Stations	-	-	-	-	-	-	-
WTR24EQ01 - Dump truck	300,000	-	-	-	-	-	300,000
WTR24EQ02 - Trench Box	20,000	-	-	-	-	-	20,000
WTR24EQ03 - Skid Steer trailer	25,000	-	-	-	-	-	25,000
WTR24EQ04 - f-350	130,000	-	-	-	-	-	130,000
WTR24EQ05 - F 350	130,000	-	-	-	-	-	130,000
WTR24EQ06 - Bobcat trade-in program	35,000	-	-	-	-	-	35,000
WTR24EQ07 - Jumping Jack	10,000	-	-	-	-	-	10,000
WTR24EQ08 - F350 4x4 - Super Cab plow truck	-	-	-	-	-	-	-
WTR24EQ09 - Ford F550 One ton dump w/plow	-	-	-	-	-	-	-
WTR24EQ10 - F-350 replacement	130,000	-	-	-	-	-	130,000
Equipment Total	**797,000**	**-**	**-**	**-**	**-**	**-**	**797,000**
Treatment Plant Construction							
WTR230100 - New gravity treatment plant	-	-	-	-	-	30,000,000	30,000,000
Treatment Plant Construction Total	**-**	**-**	**-**	**-**	**-**	**30,000,000**	**30,000,000**
Treatment Plant Expansion							
WTR230200 - Water treatment plant 2 expansion	-	-	-	1,400,000	-	-	1,400,000
Treatment Plant Expansion Total	**-**	**-**	**-**	**1,400,000**	**-**	**-**	**1,400,000**
Water Main							
WTR240300 - Water Model Update	100,000	-	-	-	-	-	100,000
WTR240500 - Place holder for Main upsizing/New mains	150,000	-	-	-	-	-	150,000
Water Main Total	**250,000**	**-**	**-**	**-**	**-**	**-**	**250,000**
Water Main Construction							
WTR230300 - Lexington water separation and metering	-	1,000,000	-	-	-	-	1,000,000
WTR990100 - Water main replacement	1,000,000	1,100,000	1,100,000	1,200,000	1,200,000	-	5,600,000
Water Main Construction Total	**1,000,000**	**2,100,000**	**1,100,000**	**1,200,000**	**1,200,000**	**-**	**6,600,000**
Water Tower Maintenance/Replacements							
WTR230400 - Tower 4 gate valve replacement	-	75,000	-	-	-	-	75,000
WTR230500 - Water tower 1 cleaning	60,000	-	-	-	-	-	60,000
WTR230600 - Water tower 2 replacement/rehab	150,000	2,300,000	-	-	-	-	2,450,000
WTR230700 - Water tower 3 cleaning	50,000	-	-	-	-	-	50,000
WTR231800 - Water tower 4 rehab	-	100,000	1,760,000	-	-	-	1,860,000
WTR233900 - Water Altitude Valves	60,000	-	-	-	-	-	60,000
Water Tower Maintenance/Replacements Total	**320,000**	**2,475,000**	**1,760,000**	**-**	**-**	**-**	**4,555,000**
Water Treatment Plants							
WTR240100 - Plant 1-4 Intrusion upgrades	100,000	-	-	-	-	-	100,000
WTR240400 - Water Treatment Plant 3 Roof Replacement	180,000	-	-	-	-	-	180,000
WTR240600 - Place holder for Roof drain change for Plant 4	100,000	-	-	-	-	-	100,000
WTR240800 - Place holder for SCADA Upgrade	-	-	400,000	-	-	-	400,000
WTR240900 - Plant 1 Process Equipment Upgrade	1,250,000	-	-	-	-	-	1,250,000
Water Treatment Plants Total	**1,630,000**	**-**	**400,000**	**-**	**-**	**-**	**2,030,000**
Water Treatment Plants Maintenance/Replacements							
WTR230800 - Air stripper media replacement and controls	-	-	-	-	-	-	-
WTR230900 - Chlorine cylinder heads for plant 1 and 3 chlorine tanks	-	-	-	-	-	-	-

Utilities Capital Equipment and Improvements 2024-2028

Capital Category	2024 Budget	2025	2026	2027	2028	Beyond 2028	Category Total
WTR231000 - New chemical pumps at plants	25,000	25,000	-	-	-	-	50,000
WTR231100 - Plant 3 media replacement	-	500,000	-	-	-	-	500,000
WTR231200 - Plant 2 media replacement	-	-	1,000,000	-	-	-	1,000,000
WTR231300 - Plant 3 media replacement	-	-	-	-	-	-	-
WTR231400 - Reclaim pump puller at plant #1 and #3	-	-	-	-	-	-	-
WTR231500 - Reclaim pumps at treatment plants	10,000	20,000	-	-	-	-	30,000
WTR231600 - RPZ replacement at all 3 plants	-	-	-	-	-	-	-
WTR231900 - Water treatment plant 1 doors	-	-	-	-	-	-	-
WTR232000 - Water treatment plant 1 flat roof repair	-	-	-	-	-	-	-
WTR232100 - Water treatment plant 1 improvements	500,000	-	-	-	-	-	500,000
WTR232200 - Water treatment plant 1 valves, actuators, and meters	-	-	-	-	-	-	-
WTR232300 - Water treatment plant 2 doors	-	-	-	-	-	-	-
WTR232400 - Water treatment plant 2 flat roof repair	-	-	-	-	-	-	-
WTR232500 - Water treatment plant 2 flow control valves, actuators, and meters	-	-	-	-	-	-	-
WTR232600 - Water treatment plant 2 improvements	-	-	-	-	-	-	-
WTR232700 - Water treatment plant 3 doors	-	-	-	-	-	-	-
WTR232800 - Water Treatment plant 3 flow control valves, actuators, and meters	-	-	-	-	-	-	-
WTR232900 - Water treatment plant 3 improvements	-	500,000	-	-	-	-	500,000
Water Treatment Plants Maintenance/Replacements Total	**535,000**	**1,045,000**	**1,000,000**	**-**	**-**	**-**	**2,580,000**
Well Houses							
WTR240200 - Reservoir Vent Replacement	25,000	-	-	-	-	-	25,000
WTR240700 - Well Interferance	500,000	-	-	-	-	-	500,000
WTR241000 - Place holder for fiber connections to water assets	50,000	-	-	-	-	-	50,000
Well Houses Total	**575,000**	**-**	**-**	**-**	**-**	**-**	**575,000**
Well Maintenance/Replacements							
WTR233000 - Well 12 VFD	-	-	-	-	-	-	-
WTR233100 - Well 18,19 VFD's	-	-	-	50,000	-	-	50,000
WTR233200 - Well control covers at 17,18,19,20,21	500,000	550,000	600,000	650,000	700,000	-	3,000,000
WTR233300 - Well controls air conditioning	60,000	-	-	-	-	-	60,000
WTR233400 - Well data loggers	-	-	-	-	-	-	-
WTR233500 - Wellhouse 10 replacement	-	150,000	975,000	-	-	-	1,125,000
WTR233600 - Wellhouse 5 replacement	1,000,000	-	-	-	-	-	1,000,000
WTR233700 - Wellhouse 7 replacement	-	-	120,000	925,000	-	-	1,045,000
WTR233800 - Wellhouse 8 replacement	200,000	1,300,000	-	-	-	-	1,500,000
WTR990200 - Well rehab	-	-	-	-	-	-	-
WTR990300 - SCADA Computer Replacements	-	-	-	-	-	-	-
Well Maintenance/Replacements Total	**1,760,000**	**2,000,000**	**1,695,000**	**1,625,000**	**700,000**	**-**	**7,780,000**
Wellhouse Construction							
WTR231700 - Install new well #22	-	-	-	-	400,000	-	400,000
Wellhouse Construction Total	**-**	**-**	**-**	**-**	**400,000**	**-**	**400,000**
Water Total	**6,867,000**	**7,620,000**	**5,955,000**	**4,225,000**	**2,300,000**	**30,000,000**	**56,967,000**

2024 Utilities Enterprise Funds

Council Workshop| Finance

10/9/2023

Agenda

- Enterprise Funds Overview
- Rate study/model
- 2024 Budgets
- Next Steps

Enterprise Funds Overview

Section 1 of 4

Enterprise Funds

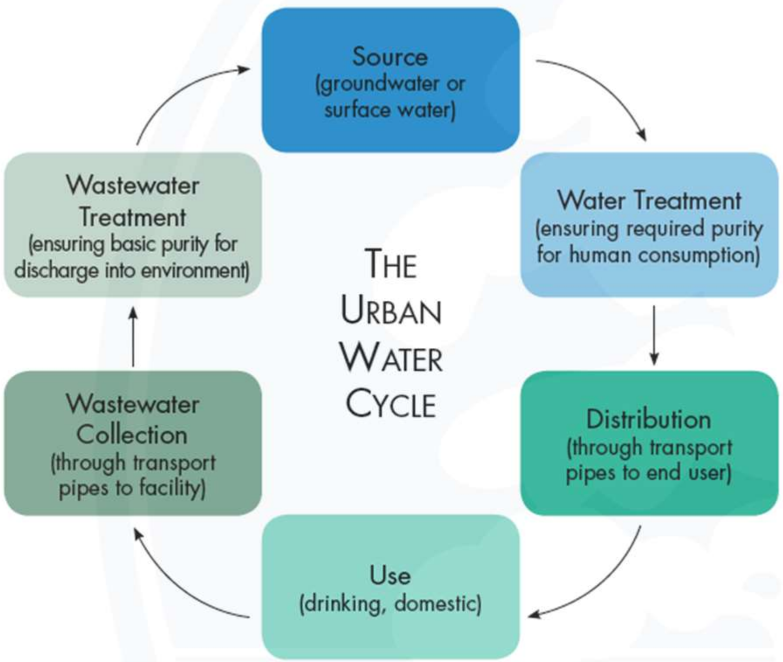
Definition

- A public service that generates sufficient revenues to pay for its cost

User fees should cover the total cost of running the enterprise

- Operations
- Maintenance
- Capital Outlay and Preservation

Background



Interconnectivity of water management services provided by utilities
High service level expectations at all stages of the cycle

(Diagram from Mississippi State University, adapted from Robert B. Sowby, National Geographic)

Water Utility Background

Purpose

- Provide clean, treated, potable water

Regulation

- **Federal**
  - Environmental Protection Agency (EPA)
- **State**
  - MN Dept of Health
  - MN DNR

Water System

- Water treatment plants (4)
- Wells (20)
- Water towers (4)
- Water pipe (328 miles)

Sewer Utility Background

Purpose

- Collect wastewater
- Dispose of wastewater
- Treat wastewater (contracted with MCES*)

Regulation

- Environmental Protection Agency (EPA)
- MCES

Sewer System

- Sanitary Pipe (376 miles)
- Lift Stations (32)
- Other assets: manholes, pumps

**MCES = Metropolitan Council of Environmental Services*

Stormwater Utility Background

Purpose

- Manage run-off
- Pollution treatment
- Flood mitigation

Regulation

- Municipal Separate Storm Sewer System (MS4)

Storm System

- Storm Sewer Pipe (185 miles)
- Ditches (111 miles)
- Ponds (515)
- Other assets: manholes, weirs, outfalls, culverts, catch basins, swales

Rate Study

Section 2 of 4

Utility Rate Study Background

City staff provide background information for each utility → Baker Tilly analyzes information & produces five-year financial plans with rate recommendations → Council considers financial plans and rate recommendations → Council adopts rates through budget process

2024 Recommended Rates

Water						
Quarterly	**2022**	**2023**	**2024**	**Unit**	**Change**	**Percent**
Flat Fee	5.50	7.70	8.39	Flat	0.69	9.0%
0-24,000	1.61	2.25	2.45	/1,000 gal	0.20	8.9%
24,001-75,000	2.03	2.84	3.10	/1,000 gal	0.26	9.2%
75,001-150,000	2.08	2.91	3.17	/1,000 gal	0.26	8.9%
150,000+	2.80	3.92	4.27	/1,000 gal	0.35	8.9%
Mobile Home Parks	1.61	2.25	2.45	/1,000 gal	0.20	8.9%
Water Test Fee	2.43	2.43	2.43	Flat	-	0.0%

2024 Recommended Rates

Sewer						
Quarterly	**2022**	**2023**	**2024**	**Unit**	**Change**	**Percent**
Residential	63.00	70.00	76.30	Flat	6.30	9.0%
Senior Rate	31.50	35.00	38.15	Flat	3.15	9.0%
Apartments Mon. (per Unit	15.75	17.50	19.08	Flat	1.58	9.0%
Apartments Qtr. (per Unit)	47.25	52.50	57.23	Flat	4.73	9.0%
Commercial Monthly						
0-5,833	21.00	23.33	25.43	Flat	2.33	10.0%
5,833+	3.60	4.00	4.36	/1,000 gal	0.40	10.0%
Commercial Quarterly						
0-17,499	63.00	70.00	76.30	Flat	7.00	10.0%
17,500+	3.60	4.00	4.36	/1,000 gal	0.40	10.0%

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2024 Recommended Rates

Storm Water						
Quarterly	**2022**	**2023**	**2024**	**Unit**	**Change**	**Percent**
Residential	10.50	11.55	12.42	Flat	0.87	7.5%
Commercial Monthly	3.50	3.85	4.14	Flat	0.29	7.5%
Commercial Quarterly	10.50	11.55	12.42	Flat	0.87	7.5%

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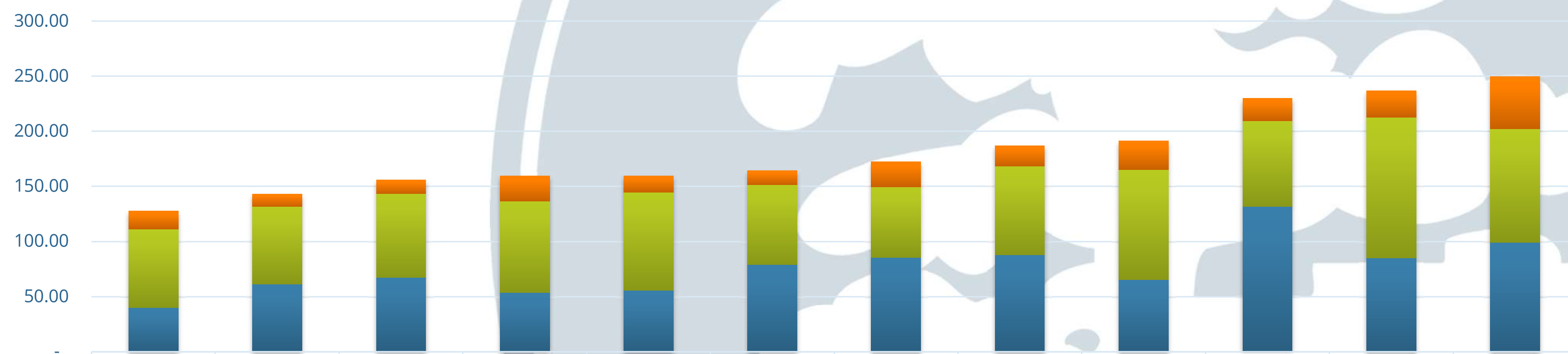
Rate Analysis – Comparable Cities

Adopted 2023 Rates and Blaine 2024

Quarterly Utility Rate Comparison for Similar Population Cities



	Maple Grove	Blaine	Blaine 2024	Woodbury	Lakeville	Coon Rapids	Burnsville	Eden Prairie	Plymouth	St. Cloud	Minnetonka	Edina
Stormwater	16.50	$11.55	$12.42	22.55	14.79	12.60	22.80	18.67	25.98	20.40	23.91	47.36
Sewer	70.91	$70.00	$76.30	83.25	88.60	72.75	64.05	80.54	99.93	78.00	127.65	102.90
Water	40.36	$61.70	$67.19	53.60	56.05	78.99	85.59	87.81	65.38	131.63	85.20	99.16

Water Sewer Stormwater

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2024 Budgets

Section 3 of 4

Water
Operating

	2022 Actual	2023 Adopted	2024 Proposed*	2025 Estimate	2026 Estimate
OPERATING REVENUES					
Utility Charges	$ 6,214,430	$ 7,964,196	$ 8,522,393	$ 9,765,144	$ 10,758,356
TOTAL REVENUES	**$ 6,214,430**	**$ 7,964,196**	**$ 8,522,393**	**$ 9,765,144**	**$ 10,758,356**
OPERATING EXPENDITURES					
Operating					
Personnel Services	1,190,440	1,351,402	1,506,774	1,769,711	1,867,045
Supplies	672,498	959,000	1,208,500	1,295,229	1,387,970
Contractual Services	1,085,548	1,475,930	1,983,476	2,134,579	2,297,891
Other Charges	20,624	20,600	25,250	26,349	27,492
Depreciation	1,589,781	1,750,000	1,697,500	1,723,242	1,820,844
TOTAL EXPENDITURES	**$ 4,558,892**	**$ 5,556,932**	**$ 6,421,500**	**$ 6,949,110**	**$ 7,401,242**
Operating Income	**$ 1,655,539**	**$ 2,407,264**	**$ 2,100,893**	**$ 2,816,034**	**$ 3,357,113**

** The 2024 proposed budget revenues are shown using the recommendations from the rate study*

2024 Highlights

- Personnel Services
  - Cost of living and regular wage adjustments, insurance/benefits
- Supplies
  - Increase in chemical costs
  - Increase in cost of media cleaning
- Contractual Services
  - Legal fees
  - Maintenance contracts for plants
  - SCADA system

Non-operating

	2022 Actual	2023 Adopted	2024 Proposed*	2025 Estimate	2026 Estimate
NON-OPERATING REVENUES (EXPENDITURES)					
Investment Income	(158,552)	180,000	45,317	70,985	95,126
WAC Charges	901,941	850,000	936,500	936,500	936,500
Debt Interest Expense	(1,234,706)	(1,191,000)	(1,301,029)	(1,501,969)	(1,724,445)
Other Revenues	60,968	15,000	-	-	-
TOTAL NON-OPERATING	**$ (430,350)**	**$ (146,000)**	**$ (319,212)**	**$ (494,484)**	**$ (692,818)**
INCOME BEFORE TRANSFERS AND CAPITAL CONTRIBUTIONS	**$ 1,225,189**	**$ 2,261,264**	**$ 1,781,681**	**$ 2,321,550**	**$ 2,664,295**
Transfers In	-	-	-	-	-
Transfers Out (Admin and Facilities Charges)	(963,400)	(1,008,650)	(1,123,410)	(1,157,112)	(1,191,826)
Capital Contributions	3,834,080	-	-	-	-
Sale of Assets	3,458	-	-	-	-
CHANGE IN NET POSITION	**$ 4,099,327**	**$ 1,252,614**	**$ 658,271**	**$ 1,164,438**	**$ 1,472,469**

Change in Cash

	2022 Actual	2023 Adopted	2024 Proposed*	2025 Estimate	2026 Estimate
NET CHANGE IN CASH					
Beginning Cash	3,776,019	761,436	2,574,050	3,549,246	4,756,322
Change in Net Position	4,099,327	1,252,614	658,271	1,164,438	1,472,469
Add Depreciation	1,589,781	1,750,000	1,697,500	1,723,242	1,820,844
Remove capital contributions	(3,834,080)	-	-	-	-
Remove capital outlay	(4,879,018)	(4,556,500)	(6,867,000)	(7,620,000)	(5,955,000)
Add debt proceeds**	700,000	3,292,707	6,867,000	7,620,000	5,835,000
Remove debt principal paid**	(1,145,000)	(1,190,000)	(1,380,575)	(1,680,604)	(2,020,321)
Other Cash Revenues (Expenses)**	454,406	1,263,793	-	-	-
Ending Cash	**$ 761,436**	**$ 2,574,050**	**$ 3,549,246**	**$ 4,756,322**	**$ 5,909,314**
Minimum Cash Requirements					
For Operations (3.6 months)	1,367,667	1,667,079	1,926,450	2,084,733	2,220,373
For Debt Service	2,381,000	2,681,604	3,182,573	3,744,765	4,167,240
Capital Reserve	-	-	-	-	250,000
Minimum Cash	**$ 3,748,667**	**$ 4,348,683**	**$ 5,109,023**	**$ 5,829,499**	**$ 6,637,613**
Amount Over (Under) Minimum	(2,987,232)	(1,774,633)	(1,559,776)	(1,073,177)	(728,298)

*** 2023 debt proceeds will be reduced by $1.3 million in ARPA funds applied towards 2023 capital projects*

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Water

Capital Program

Capital Category	2024 Budget	2025	2026	2027	2028	Beyond 2028	Category Total
Water							
Equipment	797,000	-	-	-	-	-	797,000
Treatment Plant Construction	-	-	-	-	-	30,000,000	30,000,000
Treatment Plant Expansion	-	-	-	1,400,000	-	-	1,400,000
Water Main	250,000	-	-	-	-	-	250,000
Water Main Construction	1,000,000	2,100,000	1,100,000	1,200,000	1,200,000	-	6,600,000
Water Tower Maintenance/Replacements	320,000	2,475,000	1,760,000	-	-	-	4,555,000
Water Treatment Plants	1,630,000	-	400,000	-	-	-	2,030,000
Water Treatment Plants Maintenance/Replacements	535,000	1,045,000	1,000,000	-	-	-	2,580,000
Well Houses	575,000	-	-	-	-	-	575,000
Well Maintenance/Replacements	1,760,000	2,000,000	1,695,000	1,625,000	700,000	-	7,780,000
Wellhouse Construction	-	-	-	-	400,000	-	400,000
Water Total	**6,867,000**	**7,620,000**	**5,955,000**	**4,225,000**	**2,300,000**	**30,000,000**	**56,967,000**

Sanitary Sewer
Operating

	2022 Actual	2023 Adopted	2024 Proposed*	2025 Estimate	2026 Estimate
OPERATING REVENUES					
Utility Charges	$ 7,527,176	$ 8,229,364	$ 9,089,484	$ 10,037,768	$ 11,083,118
TOTAL REVENUES	**$ 7,527,176**	**$ 8,229,364**	**$ 9,089,484**	**$ 10,037,768**	**$ 11,083,118**
OPERATING EXPENDITURES					
Operating					
Personnel Services	569,387	517,380	849,581	902,909	952,569
Supplies	37,600	43,600	74,500	79,273	84,339
Contractual Services	357,145	421,630	634,358	672,032	711,944
MCES Charges	4,370,320	5,062,260	5,479,280	6,027,208	6,629,929
Other Charges	4,115	6,800	7,600	7,931	8,275
Depreciation	1,410,000	1,410,000	1,410,000	1,426,100	1,504,383
Miscellaneous	200	-	4,500	4,696	4,900
TOTAL EXPENDITURES	**$ 6,748,767**	**$ 7,461,670**	**$ 8,459,819**	**$ 9,120,149**	**$ 9,896,338**
Operating Income	**$ 778,409**	**$ 767,694**	**$ 629,665**	**$ 917,619**	**$ 1,186,780**

** The 2024 proposed budget revenues are shown using the recommendations from the rate study*

2024 Highlights

- Personnel Services
  - Adding 1 Public Service Worker
  - Cost of living and regular wage adjustments, insurance/benefits
- Supplies
  - Small tools and minor equipment for lift station maintenance
- Contractual Services
  - Ongoing maintenance contracts for lift stations
- MCES Disposal Charges
  - Fee for collection, treatment, and disposal of wastewater
  - Increasing $417,020 over 2023

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Non-operating

	2022 Actual		2023 Adopted		2024 Proposed*		2025 Estimate		2026 Estimate
NON-OPERATING REVENUES (EXPENDITURES)									
Investment Income		(146,786)		109,500		101,924		110,930	114,864
SAC Charges		51,406		45,000		49,232		49,232	49,232
Debt Interest Expense		-		(46,276)		(302,525)		(463,996)	(1,070,693)
Special Assessments		85,895		50,000		51,426		52,883	54,373
Other Revenues		1,000		-		-		-	-
TOTAL NON-OPERATING	**$**	**(8,486)**	**$**	**158,224**	**$**	**(99,943)**	**$**	**(250,950)**	**$ (852,223)**
INCOME BEFORE TRANSFERS AND CAPITAL CONTRIBUTIONS	**$**	**769,923**	**$**	**925,918**	**$**	**529,722**	**$**	**666,669**	**$ 334,556**
Transfers In		-		-		-		-	-
Transfers Out (Admin and Facilities Charges)		(892,710)		(935,840)		(1,037,310)		(1,068,429)	(1,100,482)
Capital Contributions		2,836,223		-		-		-	-
CHANGE IN NET POSITION	**$**	**2,713,436**	**$**	**(9,922)**	**$**	**(507,588)**	**$**	**(401,760)**	**$ (765,926)**

Change in Cash

NET CHANGE IN CASH	2022 Actual	2023 Adopted	2024 Proposed*	2025 Estimate	2026 Estimate
Beginning Cash	3,167,778	3,696,141	5,096,219	5,546,522	5,743,210
Change in Net Position	2,713,436	(9,922)	(507,588)	(401,760)	(765,926)
Add Depreciation	1,410,000	1,410,000	1,410,000	1,426,100	1,504,383
Remove capital contributions	(2,836,223)	-	-	-	-
Remove capital outlay	(1,594,000)	(8,810,000)	(4,512,000)	(16,015,700)	(6,344,000)
Add debt proceeds**	1,550,000	5,810,000	4,310,000	15,605,700	5,479,000
Remove debt principal paid	-	-	(250,110)	(417,652)	(960,625)
Other Cash Revenues (Expenses)	(714,850)	3,000,000	-	-	-
Ending Cash	**$ 3,696,141**	**$ 5,096,219**	**$ 5,546,522**	**$ 5,743,210**	**$ 4,656,042**
Minimum Cash Requirements					
For Operations (3.6 months)	2,024,630	2,238,501	2,537,946	2,736,045	2,968,901
For Debt Service	46,276	552,635	881,647	2,031,317	2,430,721
Capital Reserve	-	-	-	250,000	500,000
Minimum Cash	**$ 2,070,906**	**$ 2,791,136**	**$ 3,419,593**	**$ 5,017,362**	**$ 5,899,623**
Amount Over (Under) Minimum	1,625,235	2,305,083	2,126,929	725,848	(1,243,580)

*** 2023 debt proceeds will be reduced by $3 million in ARPA funds applied towards 2023 capital projects*

Sanitary Sewer

Capital Program

Capital Category	2024 Budget	2025	2026	2027	2028	Beyond 2028	Category Total
Sewer							
Equipment	287,000	-	-	-	-	-	287,000
Sewer Lift Stations	3,010,000	10,070,000	3,850,000	1,000,000	2,910,000	-	20,840,000
Sewer Lines	850,000	5,005,700	1,829,000	3,917,700	7,328,100	-	18,930,500
Sewer Manholes	365,000	940,000	665,000	810,000	765,000	-	3,545,000
Sewer Total	**4,512,000**	**16,015,700**	**6,344,000**	**5,727,700**	**11,003,100**	**-**	**43,602,500**

Storm Sewer

Operating

	2022 Actual	2023 Adopted	2024 Proposed*	2025 Estimate	2026 Estimate
OPERATING REVENUES					
Utility Charges	$ 2,019,482	$ 2,238,700	$ 2,438,658	$ 2,656,016	$ 2,879,972
TOTAL REVENUES	**$ 2,019,482**	**$ 2,238,700**	**$ 2,438,658**	**$ 2,656,016**	**$ 2,879,972**
OPERATING EXPENDITURES					
Operating					
Personnel Services	729,334	869,700	1,002,847	1,067,340	1,251,160
Supplies	80,107	98,500	258,200	269,442	281,126
Contractual Services	16,933	205,950	392,058	294,722	309,323
Other Charges	87,157	20,620	14,500	15,572	16,721
Depreciation	601,812	620,000	620,000	601,400	583,358
Miscellaneous	12,739	19,000	5,999	6,260	6,532
TOTAL EXPENDITURES	**$ 1,528,082**	**$ 1,833,770**	**$ 2,293,604**	**$ 2,254,736**	**$ 2,448,219**
Operating Income	**$ 491,400**	**$ 404,930**	**$ 145,054**	**$ 401,280**	**$ 431,753**

** The 2024 proposed budget revenues are shown using the recommendations from the rate study*

2024 Highlights

- Personnel Services
  - Adding 1 Public Service Worker
  - Cost of living and regular wage adjustments, insurance/benefits
- Supplies
  - Small tools and minor equipment
  - Pond maintenance program restoration supplies
- Contractual Services
  - Professional services for pond maintenance program
  - Street sweeping disposal fees

Non-operating

	2022 Actual	2023 Adopted	2024 Proposed*	2025 Estimate	2026 Estimate
NON-OPERATING REVENUES (EXPENDITURES)					
Investment Income	(79,938)	20,300	20,982	21,683	22,403
Debt Interest Expense	-	(47,247)	(143,300)	(179,239)	(209,709)
TOTAL NON-OPERATING	**$ (79,938)**	**$ (26,947)**	**$ (122,318)**	**$ (157,556)**	**$ (187,306)**
INCOME BEFORE TRANSFERS AND CAPITAL CONTRIBUTIONS	**$ 411,462**	**$ 377,983**	**$ 22,735**	**$ 243,724**	**$ 244,447**
Transfers In	-	-	-	-	-
Transfers Out (Admin and Facilities Charges)	(403,700)	(433,330)	(503,830)	(518,945)	(534,513)
Capital Contributions	2,281,127	-	-	-	-
Sale of Assets	7,745	-	-	-	-
CHANGE IN NET POSITION	**$ 2,296,634**	**$ (55,347)**	**$ (481,095)**	**$ (275,221)**	**$ (290,066)**

Change in Cash

	2022 Actual	2023 Adopted	2024 Proposed*	2025 Estimate	2026 Estimate
NET CHANGE IN CASH					
Beginning Cash	2,020,791	2,794,287	3,358,940	2,780,067	2,188,630
Change in Net Position	2,296,634	(55,347)	(481,095)	(275,221)	(290,066)
Add Depreciation	601,812	620,000	620,000	601,400	583,358
Remove capital contributions	(2,281,127)	-	-	-	-
Remove capital outlay	(1,460,000)	(1,795,000)	(1,637,500)	(1,700,000)	(2,150,000)
Add debt proceeds	1,460,000	1,795,000	1,040,000	950,000	1,650,000
Remove debt principal paid	-	-	(120,279)	(167,615)	(208,423)
Other Cash Revenues (Expenses)	156,177	-	-	-	-
Ending Cash	**$ 2,794,287**	**$ 3,358,940**	**$ 2,780,067**	**$ 2,188,630**	**$ 1,773,499**
Minimum Cash Requirements					
For Operations (3.6 months)	458,425	550,131	688,081	676,421	734,466
For Debt Service	47,247	263,579	346,854	418,132	540,667
Capital Reserve	-	-	-	-	-
Minimum Cash	**$ 505,672**	**$ 813,710**	**$ 1,034,935**	**$ 1,094,553**	**$ 1,275,132**
Amount Over (Under) Minimum	2,288,616	2,545,230	1,745,131	1,094,078	498,367

Printed 10/9/2023

Storm Sewer
Capital Program

Capital Category	2024 Budget	2025	2026	2027	2028	Beyond 2028	Category Total
Storm							
Culverts	-	100,000	-	400,000	60,000	-	560,000
Equipment	722,500	150,000	600,000	150,000	150,000	-	1,772,500
Infiltration Basins	-	200,000	-	-	350,000	-	550,000
Parking Lots	-	-	-	-	150,000	-	150,000
Runoff Treatment	-	-	-	300,000	-	-	300,000
Storm Lift Stations	-	-	-	-	450,000	-	450,000
Storm Outfalls	175,000	200,000	-	-	-	-	375,000
Storm Pipes	100,000	400,000	850,000	600,000	350,000	-	2,300,000
Storm Ponds	40,000	250,000	450,000	-	-	-	740,000
Storm Structure Improvements	600,000	400,000	250,000	250,000	300,000	-	1,800,000
Storm Total	**1,637,500**	**1,700,000**	**2,150,000**	**1,700,000**	**1,810,000**	**-**	**8,997,500**

Next Steps

Section 4 of 4

Questions and Notes for Council

- Is Council comfortable with recommended expenditures for 2024?
  - Water
  - Sewer
  - Storm Sewer
- Does Council support the proposed 2024 rates?
- Next steps: adoption scheduled for December 18

City of Blaine
Staff Report
File Number: 2023-451

Agenda Date	Status
October 9, 2023	
In Control	**File Type**
City Council	Workshop Item

New Business - Sheila Sellman, City Planner

Agenda Item # 3.4

Parking Ordinance and Drive-Thru Regulation Discussion

Background

At the May 8, 2023 workshop, changes to the parking ordinance were discussed. At the meeting, there was consensus on what was proposed but the council wanted more information on drive-thrus. Council directed staff to review what other cities require for drive-thrus (see attached) and to review if a drive-thru should require a Conditional Use Permit (CUP).

One primary design concern with drive-thrus is the amount of space provided for car stacking, or the queuing of vehicles in the drive-thru. The current ordinance does not address required stacking for drive-thru businesses. Generally, drive-thru stacking is reviewed through site plan approval and the CUP process, if one is required for the primary use. The proposed ordinance provides for specific requirements for stacking criteria for pharmacies, banks, and all other uses. Generally, six stacking stalls per lane are required with reduced requirements for banks, pharmacies, and a business with two drive-thru lanes.

The following language is proposed:

<u>Drive Thru Businesses:</u>
<u>(a) Pharmacies with one drive-thru lane shall provide stacking space for at least five vehicles, and pharmacies with two or more drive thru lanes shall provide stacking space for at least three vehicles per lane, as measured from and including the last pick-up station, window, or the like. Stacking spaces shall not interfere with parking spaces or traffic circulation.</u>
<u>(b) Banks containing one drive thru lane shall provide stacking space for at least six vehicles, and banks containing two or more drive thru lanes shall provide stacking space for at least four vehicles per lane, as measured from and including the last pick-up station, window, or the like. Stacking spaces shall not interfere with parking spaces or traffic circulation.</u>
<u>(c) All Other Uses. Businesses with one drive thru lane shall provide stacking space for at least six vehicles, and businesses with two or more drive thru lanes shall provide stacking space for at least six</u>

vehicles per lane, as measured from and including the last pick-up station, window, or the like. Stacking spaces shall not interfere with parking spaces or traffic circulation.

Sites with drive-thru service shall be designed in a manner that allows drivers not using the drive-thru, or wishing to exit the drive-thru area, to bypass the drive-thru lane(s).

Attached is information from ten similar cities regarding whether a CUP is required for a drive-thru. Seven of the cities require a CUP and several have specific design standards for drive-thrus. Some of the other city's design standards expound on more than just car stacking requirements and address things such as location, lighting, and screening. Staff believes that certain design standards would be beneficial to impose. Design standards can be imposed one of two ways. Design standards could be placed within the ordinance and would be a requirement for any drive-thru and not require city council approval. This is a more expedited review for businesses. Alternatively, the design standards could be placed within the ordinance and a CUP be required to allow the planning commission and city council an opportunity to set additional conditions on the drive-thru based on site-specific concerns. This would require a longer timeframe for the businesses as they would have to go through the planning commission and city council process.

The following is a summary of what was reviewed and discussed at the May 8, 2023 workshop.

Parking Size

The stall length for 90 degree and 45 degree stalls were shortened by two (2) feet to be consistent with other cities and requests from applicants. The proposed stall length of 18 feet is adequate as many stalls will have a curb overhang providing more parking length. The current allowance to reduce the length of the stall by two (2) feet for a curb overhang is proposed to be removed and all stalls will need to meet the minimum of 18 feet.

The requirement for traffic islands is proposed to be changed to, "may be required for safety", as many sites do not install parking islands due to issues with snow removal in the winter months and providing landscape maintenance.

Single Family

The requirement for no more than 4 parking spaces for single family homes is proposed to be removed as many single-family homes provide more than four parking spaces on driveways. This change will remove a limit cap on spaces.

Automobile Repair

The parking requirement for auto repair businesses is two stalls per service bay and four additional stalls. Traditionally, this has been interpreted that the two stalls per bay may not be used for overnight outside storage and are intended for use of customer cars during the day and staff use. The proposed change clarifies that the outside storage of cars as a permitted or conditional use may occupy the four required parking spaces.

Brewery

Brewery has been added to clarify the previous policy of parking requirements used for a brewery space. Manufacturing and warehousing parking requirements have been proposed.

Places of Worship
Churches and synagogues have been replaced with the more appropriate title of Places of Worship. The parking requirements remain at one (1) parking space for each four (4) seats in accordance with design capacity of the main auditorium.

Drive Thru Businesses
The current Parking Ordinance does not address required stacking for drive-thru businesses. Generally, drive-thru stacking was reviewed through site plan approval and the Conditional Use Permit (CUP) process. The proposed requirement has stacking criteria for pharmacies, banks, and all other uses. Generally, six stacking stalls per lane are required with reduced requirements for banks, pharmacies, and a business with two drive-thru lanes.

Establishments handling the sale and consumption of food and refreshment on the premises
Event Centers have been removed from the category and now have their own proposed parking requirements. Parking requirements for a takeout only restaurant (no dining area provided) has been added.

Event Centers, auditoriums, private clubs, lodges, and other places of assembly (not places of worship)
Recently, the City has experienced some concerns about not enough parking being provided on sites with event centers. Currently, event centers are required to meet the restaurant requirement of a minimum of one stall per 100 square feet for dining area. With the review of several other cities' parking requirements, staff recommends a parking requirement of one space for every two seats of seating capacity, plus spaces for employees.

Movie Theater
Theater was changed to movie theater to be clearer and more descriptive.

Private Clubs and Lodge
This category has been added to the event center parking requirements.

Schools, High School, Public or Private
The existing requirement for a high school is very high at two (2) parking stalls per student and is not feasible or necessary. After reviewing several other communities with high schools, the proposed requirement is suggested to be one (1) stall for every four (4) students. The requirement may be reduced by the Zoning Administrator based on a parking policy the school would provide.This policy may include minimizing/controlling the number of high school drivers on site by requiring a parking permit.

Senior Housing
Currently, assisted living and memory care parking is determined by a CUP, which can leave the potential for not enough parking on site. Several communities and assisted living/memory care facilities were contacted to determine adequate parking needs. Consistent with the feedback, staff has proposed a parking requirement of one (1) parking stall per two (2) units and removing the determined by CUP standard.

Supermarkets, discount houses, mail order outlets, retail stores and other stores with high customer volume

The City Council has shared some concerns with sites (big box stores) having excessive paved parking lots. Staff looked at other communities (nationally and locally) ordinance requirements, along with trends of the number of parking spaces seen in these lots not being needed, and recommend a change for buildings with over 100,000 square feet.

- The first 100,000 square feet will need to meet the normal retail requirement of one (1) stall every 200 square feet. All other square footage past 100,000 square feet will meet the one (1) stall per 350 square feet of floor area.
- The number of parking spaces provided shall not exceed the minimum requirement by more than 10 percent. The Zoning Administrator may expand the parking requirements if the applicant demonstrates, in documented form, a demand which is different than required based on the specifics of the proposed use.

Examples:
Kohl's-National Market Center: 88,400 sf

- Required Parking: 418 stalls with current requirements
- Provided Parking: 524 stalls
- If the requirement of not exceeding 10 percent is added, they are 65 stalls over.

Walmart-Highway 65: 148,124 sf

- Required Parking: 667 stalls with current requirements.
- Provided Parking: 711 stalls
- Proposed parking requirement = 637 stalls, allowed 10 percent over = 701 stalls. Therefore, they are over by 10 stalls.

<u>Taproom</u>
Currently, a taproom is calculated as bar area (listed under establishments handling the sale and consumption of food and refreshment on the premises) at 1 space for every 40 square feet of bar area. This proposed new classification will clarify the use and parking requirement.

<u>Reduced Parking/Proof of Parking</u>
Occasionally, a commercial/industrial type use does not want to construct all the parking stalls that the ordinance requires as they do not feel they will use all of the stalls.

City policy has allowed reduced parking in the past without set criteria. Previously, approved proof of parking has not provided parking issues on sites. Several similar sized cities provide some provision of allowing reduced parking if they can meet certain criteria. In order to provide set criteria for all requests, staff recommends the following for permitting reduced parking on site:
(a) The request for reduction shall be accompanied by supporting data specifically applying to the particular use in question.
(b) The applicant must provide each of the following:
(aa) A detailed parking plan demonstrating that the parking otherwise required by this section can be provided on the site within ordinance design standards; and
(bb) The parking area must meet the setback, dimension, and maneuverability standards of this

ordinance and the stormwater management rules; and

(cc) An agreement in recordable form, approved as to form and content by the city attorney, executed by the property owner, which agreement provides that the owner, on behalf of himself and his heirs, successors, and assigns, will not use the area identified for expansion parking for any use except landscaping or to cause compliance with the off-street parking requirements of this Code.

(c) The City may order installation of previously excepted parking spaces at any time when, in the city's judgment, conditions indicate the need for such parking, and the property owner shall comply with such order.

Staff Recommendation

Review changes and provide feedback.

Questions for Council

1. Is the Council still supportive of the proposed changes reviewed in May?
2. Is the Council supportive of the proposed drive-thru language?
3. Does the City Council want to require a CUP for drive-thrus and/or specific design standards?

Attachment List

1. Draft Ordinance
2. Drive Thru Information

33.13 - Parking.

(a) Any off-street parking space in connection with existing buildings or structures, on the effective date of this ordinance, shall not be removed, enlarged or altered, except in conformance with the requirements of this ordinance.

In connection with any building or structure which is to be erected or substantially altered and which required off-street parking spaces, off-street parking spaces shall be provided in accordance with the following regulations. No change in use is permitted until the required number of parking stalls are furnished.

The following requirements are designed to provide adequate off-street parking space for passenger automobiles of patrons, occupants or employees.

(b) *Size.* (Ord. No. 86-956, amended 7-10-1986; Ord. No. 07-2148, amended 9-6-2007)

(1) Stall and aisle dimensions shall be constructed to the following minimum specifications listed below. Parallel parking subject to Zoning Administrator Approval.

Parking Angle	Stall Width Including Striping	Stall Length Of Line	Aisle Width
90 degrees	9 feet	18 ~~20~~ feet	24 feet
60 degrees	9 feet	23 feet	15 feet
45 degrees	9 feet	25 ~~27~~ feet	12 feet
Parallel	9 feet	23 feet	12 feet

~~The stall length can be reduced by the amount of the curb overhang up to a maximum of two (2) feet.~~

Accessible parking spaces shall meet the dimensional requirements of the Minnesota Accessibility Code.

(1) All off-street parking areas shall be striped between stalls. Directional arrows shall be used on one-way traffic lanes.

(2) ~~Painted or curbed traffic safety islands shall be installed at the ends of each parking tier. Additional~~ T~~t~~raffic safety islands may be required to maintain a safe and orderly flow of traffic within the parking lot and/or driveways.

(c) *Access.*

(1) Each required off-street parking space shall open directly upon an aisle or driveway of such width and design as to provide safe and efficient means of vehicular access to parking spaces.

(2) All off-street parking facilities shall be provided with appropriate means of vehicular access to a street, alley, or a driveway, in a manner which will least interfere with traffic movements.

(3) All parking areas shall have vehicular access to it by a street or driveway, containing all-weather, hard-surfaced pavement. No driveway access across public property, or at the curb line of a public street, shall have a width exceeding twenty-four (24) feet for single family residential lots with less than seventy (70) feet of frontage, thirty (30) feet for lots with seventy (70) or more feet of frontage and multi-family developments, or thirty-six (36) feet for commercial/industrial, exclusive of curb returns. (Ord. No. 22-2494, amended 1-19-22; Ord. No. 89-1163, amended 10-19-1989)

(d) *Yards.*

(1) Off-street parking and driveways shall not be permitted within any front yard, corner side yard, side yard, or rear yard minimum setbacks established for parking and driveways. (Ord. No. 85-898, amended 8-15-1985)

(2) Parking spaces required for single or two family dwelling units shall be located on the same lot as the dwelling served.

(e) *Computation of Parking Spaces.* When determination of the number of parking spaces required by ordinance results in a requirement of a fractional space, any fraction of one-half ½) or less may be dropped, while a fraction in excess of one-half (½) shall be counted as one (1) parking space.

(f) *Collective Parking Provisions for Non-residential Uses.* Off-street parking facilities for separate uses may be provided collectively if the total number of spaces so provided is not less than the sum of the separate requirements of each use and if all regulations governing the location of accessory parking spaces in relation to the use served are observed. But no parking space, or portion thereof, shall serve as a required space for more than one (1) use unless otherwise authorized in this ordinance.

(g) *Repair and Service.*

(1) No motor vehicle repair work of any kind shall be permitted in parking lots.

(2) No merchandise shall be sold in conjunction with any parking facilities unless such facilities are located within a completely enclosed building.

(h) *Design, Maintenance, and Installation.*

(1) All open off-street parking areas or areas traveled by vehicles shall be of four-inch MnDOT Class 5 base and a minimum two-inch bituminous surface.

(i) *Required Parking Spaces.* Off-street parking spaces accessory to designated uses shall be provided as follows:

(1) *Single family dwellings:* At least one (1) parking space for each dwelling, plus one (1) additional parking space for each two (2) roomers or lodgers accommodated. ~~, but no more than four (4) parking spaces for each single family dwelling.~~

(2) *Two family dwellings:* Two (2) for each dwelling unit.

(3) *Apartments:* One space per studio apartment, one- and one-half spaces per one-bedroom apartment, and two spaces per unit for all other units. Half of the required parking stalls must be underground. (Ord. No. 22-2514, amended 12-19-22)

(4) *Townhouses:* Two garage spaces per unit plus 1 space for each three units for guest parking. Guest parking may include on street parking spaces on private roads.

(5) *Automobile Repair:* Four (4) parking spaces, plus two (2) parking spaces per service bay. The outside storage of cars as a permitted or conditional use in the applicable zoning district may occupy the required four (4) parking spaces.

(6) *Banks:* At least one (1) parking space for each four hundred (400) square feet of floor area.

(7) *Boarding and Rooming Houses:* At least two (2) parking spaces, plus one (1) parking space for each three (3) persons for whom living accommodations are provided.

(8) *Bowling alleys:* At least five (5) parking spaces for each alley, plus one (1) space for every four hundred (400) square feet of area not used as a bowling alley. (Ord. No. 06-2099, amended 6-1-2006)

(9) *Brewery:* At least one (1) parking space for each five hundred (500) square feet of manufacturing floor area and one (1) parking space for each two thousand (2,000) square feet of warehousing floor area.

(10) ~~(9)~~ *Business and professional offices or public administration buildings:* At least one (1) parking space for each two hundred fifty (250) square feet of floor area.

(11) ~~(10)~~ *Childcare facility, not including group family daycare:* At least one (1) parking space for each three hundred (300) square feet of floor area.

~~(11) *Churches and synagogues:* At least one (1) parking space for each four (4) seats in accordance with design capacity of the main auditorium.~~

(12) *Drive Thru Businesses*:

(a) Pharmacies with one drive thru lane shall provide stacking space for at least five vehicles, and pharmacies with two or more drive thru lanes shall provide stacking space for at least three vehicles per lane, as measured from and including the last pick-up station, window, or the like. Stacking spaces shall not interfere with parking spaces or traffic circulation.

(b) Banks containing one drive thru lane shall provide stacking space for at least six vehicles, and banks containing two or more drive thru lanes shall provide stacking space for at least four vehicles per lane, as measured from and including the last pick-up station, window, or the like. Stacking spaces shall not interfere with parking spaces or traffic circulation.

(c) All Other Uses. Businesses with one drive thru lane shall provide stacking space for at least six vehicles, and businesses with two or more drive thru lanes shall provide stacking space for at least six vehicles per lane, as measured from and including the last pick-up station, window, or the like. Stacking spaces shall not interfere with parking spaces or traffic circulation.

Sites with drive thru service shall be designed in a manner that allows drivers not using the drive thru, or wishing to exit the drive thru area, to bypass the drive thru lane(s).

(13) ~~(12)~~ *Establishments handling the sale and consumption of food and refreshment on the premises ~~including event centers~~:* At least one (1) parking space for each one hundred (100) square feet of floor area, excluding bar area and kitchen area, one (1) parking space for each forty (40) square feet of bar area and one (1) parking space for each two hundred square feet of kitchen area. If no dining area is provided at least one (1) parking space for each 275 square feet of public pick up area.

(14) *Event Centers, auditoriums, private clubs, lodges, and other places of assembly (not places of worship):* Parking spaces equal in number to one-half the seating capacity plus employee parking.

(15) ~~(13)~~ *Fitness Centers:* 1 space for each three hundred (300) square feet of floor area.

(16) ~~(14)~~ *Furniture and appliance stores, motor vehicle sales, stores for repair of household equipment, or furniture:* At least one (1) parking space for each six hundred (600) square feet of floor area.

(17) ~~(15)~~ *Hospitals:* At least two (2) parking spaces per bed.

(18) ~~(16)~~ *Hotels:* At least one (1) space for each guest room.

(19) ~~(17)~~ *Libraries and museums:* At least one (1) parking space for each five hundred (500) square feet of floor area.

(20) ~~(18)~~ *Manufacturing, fabricating, and processing plants not engaged in retail trade:* At least one (1) parking space for each five hundred (500) square feet of floor area. (Ord. No. 88-1071, amended 2-18-1988; Ord. No. 22-2514, amended 12-19-22)

(21) ~~(19)~~ *Medical and dental clinics:* At least one (1) space for each one hundred fifty (150) square feet of floor area.

(22) ~~(20)~~ *Motels:* At least one (1) parking space for each dwelling unit, plus one (1) space per employee. ~~)~~

(23) *Movie Theaters:* At least one (1) parking space for each four (4) seats in the theater.

~~(21) *Private clubs and lodge:* One (1) parking space for each sixteen (16) square feet of assembly area or one (1) parking space for every two and one-half (2½) seats, whichever is greater.~~

(24) *Places of Worship :* At least one (1) parking space for each four (4) seats in accordance with design capacity of the main auditorium.

(25) ~~(22)~~ *Recreational buildings or community centers:* Spaces in adequate number as determined by the Zoning Administrator.

(26) ~~(23)~~ *Schools, elementary, junior high, public or private:*

At least three (3) parking spaces per classroom, plus necessary spaces for student drop off. May be reduced at Zoning Administrator discretion.

(27) ~~(24)~~ *Schools, high school, public or private:* 1 per 4 students based on the design capacity. This requirement may be reduced at the Zoning Administrator's discretion to reflect facility use and/or parking policy. Adequate space shall be allowed for the dropping off and/or picking up of students as determined by the Zoning Administrator.

~~At least two (2) parking spaces per student, plus necessary spaces for student drop off. May be reduced at Zoning Administrator discretion.~~

(28) ~~(25)~~ *Self Storage Facility:* Minimum of five (5) spaces

(29) ~~(26)~~ *Senior Housing*: 1.5 spaces per independent living apartment unit other than studio apartments. Studio apartments require one space per unit. Half of the parking spaces for independent living shall be underground. Parking for assisted living and memory care units: At least one (1) parking stall space per two (2) units. ~~shall be determined by Conditional Use Permit.~~ (Ord. No. 22-2494, added 1-19-22)

(30) ~~(27)~~ *Supermarkets, discount houses, mail order outlets, retail stores and other stores with high customer volume:* At least one (1) parking space for each two hundred (200) square feet of floor area~~.~~ for the first 100,000 square feet, plus 1 per 350 square feet of floor area thereafter. The number of parking spaces provided shall not exceed the

minimum requirement by more than 10 percent, The Zoning Administrator may expand the parking requirements if the applicant demonstrates, in documented form, a demand which is different than required based on the specifics of the proposed use.

(31) *Taproom:* At least one (1) parking space for each forty (40) square feet of taproom/bar area.

~~(28) *Theaters:* At least one (1) parking space for each four (4) seats in the theater.~~

(32) ~~(29)~~ *Undertaking establishments and funeral homes:* At least one (1) space for every twenty-eight (28) square feet of area devoted to funeral services or display area plus one (1) parking space per employee. (Ord. No. 03-1990, amended 8-21-2003)

(33) ~~(30)~~ *Warehouse and storage establishments and freight terminals:* At least one (1) off-street parking space for each two thousand (2,000) square feet of floor area or one (1) parking space for every two (2) employees, whichever is greater.

(34) ~~(31)~~ *Other uses:* Parking spaces on the same basis as required for the most similar use.

(35) *Reduced parking.* When demonstrated to the satisfaction of the zoning administrator that the number of parking spaces required by this section would not be needed for the particular use in question, a reduced number of parking spaces may be approved subject to the following:

(a) The request for reduction shall be accompanied by supporting data specifically applying to the particular use in question.

(b) The applicant must provide each of the following:

(aa) A detailed parking plan demonstrating that the parking otherwise required by this section can be provided on the site within ordinance design standards; and

(bb) The parking area must meet the setback, dimension, and maneuverability standards of this ordinance and the stormwater management rules; and

(cc) An agreement in recordable form, approved as to form and content by the city attorney, executed by the property owner, which agreement provides that the owner, on behalf of himself and his heirs, successors, and assigns, will not use the area identified for expansion parking for any use except landscaping or to cause compliance with the off-street parking requirements of this Code.

(c) The City may order installation of previously excepted parking spaces at any time when, in the city's judgment, conditions indicate the need for such parking, and the property owner shall comply with such order.

Other cities requirements for drive-thrus

Cities	Requires CUP	Design Standards
Rogers	No	Yes
Woodbury	Yes	Yes
Eagan	Yes	No
Inver Grove Heights	Yes	Yes
Minnetonka	Yes	Yes
Brooklyn Park	Yes	No
Maple Grove	No	No
Coon Rapids	Yes	No
Plymouth	Yes	Yes
Champlin	No	No

Rogers

Sec 125-87 - Drive-Thru Business Development Standards

1. **General requirements.**
    1. A fence or screen of acceptable design not over six ft. in height or less than four ft. shall be constructed along the property line abutting a residential district and such fence or screen shall be adequately maintained. The fence shall not be required in front of the setback line.
    2. Any drive-thru business serving food or beverages may also provide, in addition to vehicular service areas, indoor food and beverage service seating area.
    3. The hours of operation shall be set forth as a condition of any building permit for drive-thru business.
    4. Each drive-thru business serving food may have outside seating.
    5. Each food or beverage drive-thru business shall place refuse receptacles at all exits, as well as one refuse receptacles per ten vehicle parking spaces within the parking area.
2. **Locations**
    1. No drive-thru business shall be located within 400 ft. of a public or parochial school, church, public recreation area or any residential district.
    2. No drive-thru business shall be located on any street other than one designated as a thoroughfare or business service road in the policies plan.

3. **Site Plan**
    1. The site plan shall clearly indicate suitable storage containers for all waste material. All commercial refuse containers shall be screened.
    2. A landscaping plan shall be included and shall set forth complete specifications for plant materials and other features.
    3. Adequate area shall be designated for snow storage such that clear visibility shall be maintained from the property to any public street.
    4. The design of any structure shall be compatible with other structures in the surrounding area.
    5. Electronic devices such as loudspeakers, automobile service order devices, drive-in theater car speakers and similar instruments shall not be located within 400 ft. of any residentially zoned or used property, nor within 200 ft. of any adjacent lot regardless of use or zoning district.
    6. No service shall be rendered, deliveries made, or sales conducted within the required front yard; customers served in vehicles shall be parked to the sides and/or rear of the principal structures.
    7. No plan shall be approved which will in any way constitute a hazard to vehicular or pedestrian circulation. No access drive shall be within 50 ft. of intersecting street curblines.
4. **Drive-in Theaters.** In the case of a drive-in theater, a solid fence not less than eight feet in height and extending at least to within two feet of the ground shall be constructed around the property.
5. **Lighting.** The lighting shall be designed so as to have no direct source of light visible from the public right-of-way or adjacent land in residential use.

Woodbury

Requires a conditional use permit for all businesses with a drive thru; this includes banks, restaurants, etc. but most districts just list “drive through business” under a conditional use so it can be a catch-all for pharmacies, dry cleaning, etc.

Sec. 24-308. Drive-through business performance standards.

The following standards shall apply to drive-through businesses in all districts, except motor fuel stations.

(a) Design standards.

(1) The architecture of a drive-through business shall be of the architectural character that matches that of other buildings within the development or then general area. Such architecture or building materials may not necessarily reflect the traditional style of other corporate buildings constructed in the region.

(2) If canopies cover the drive-through, support columns shall be constructed with the same design and materials as those used on the building.

(3) Exterior storage areas suitable for storage containers for all waste material may be located on the site. All commercial refuse enclosures shall be constructed of a similar design and materials used on the building.

(b) *General standards.*

(1) Any drive-through business serving food or beverages may also provide, in addition to vehicular service areas, indoor food and beverage service seating area.

(2) Each drive-through business serving food may have outside seating.

(3) Each food or beverage drive-through business shall place refuse receptacles at least at all exits to the building.

(c) *Location.* No drive-through business shall have access on any street designated or primarily used as a general residential subdivision street.

Restaurants with a drive- thru require 10 stalls of stacking and all other drive thru uses require 6 stalls.

Per staff: "For CUPs the things we are typically looking at is traffic, vehicle movement coming out of the drive through, bypass lane, screening of the drive thru lane and headlights if adjacent to other streets (this has been an item Planning Commission wants to limit driver confusion), pedestrian access through the parking lot/ to trail system and any conflicts with the drive through, patio locations, architecture of canopies/ windows, and the like."

NC district bank with drive thru- CUP
Restaurants are CUP therefore drive though would be part of CUP
B-2 and B-3 bank with drive thru CUP, Any drive thru CUP and any restaurant CUP
Several other districts require CUP for drive-thru

<u>Eagan</u>
Requires CUP for drive-thru
5 stacking spaces for each drive through window

<u>Inver Grove Heights</u>
Requires CUP for fast food drive thru

RESTAURANT:	A business establishment whose principal business is the selling of unpackaged food to the customer in a ready to consume state, in individual servings, or in nondisposable containers, and where the customers consume these foods while seated at tables or counters located within the building.
RESTAURANT, FAST FOOD:	An establishment that offers quick food service of items already prepared, prepackaged or quickly served. Orders are not generally taken at the customer's table but at an order/pick up counter or at a drive-through window. Food may be consumed on site or carried out.

10-15-25: DRIVE-THROUGH ESTABLISHMENTS:
Drive-through establishments in all districts shall be subject to the following performance standards:

A. A screening fence not over six feet (6') in height nor less than four feet (4'), which is at least fifty percent (50%) opaque throughout its height, shall be constructed along the property line, or a planting strip not less than fifteen feet (15') in width reserved and planted along the property line shall be developed according to a submitted planting plan that meets the approval of the council.

B. No drive-through windows, microphones, or reader and menu boards may be located in the front yard.

C. Adequate stacking spaces shall be provided to prevent conflict with vehicle movement and parking.

Minnetonka

Require a CUP for "drive-up windows or similar facilities." The standards for such uses are outlined below:

- drive-up windows and stacking areas must not be located adjacent to any residential parcel;
- stacking for a minimum of six automobiles per aisle provided within the applicable parking lot;
- public address system must not be audible from any residential parcel; and
- must be subordinate to and associated with a permitted use located within a building on the site.

Occasionally, an CUP applicant will also request a variance to one or more of the four standards. However, in my memory, we have not approved these variances.

Brooklyn Park

Drive-through windows accessory to all uses require a conditional use permit. There are no additional design standards for drive-through windows specified, but they are reviewed against all relevant CUP criteria a minimum stacking of 6 vehicles is required.

Brooklyn Park Traffic Engineer, reviews proposals and determines if the provided stacking meets City standards.

Maple Grove

The City of Maple Grove does not have minimum vehicular queue storage requirements for drive-throughs in our City Code, but generally require that proposed developments provide enough storage to accommodate the 85th-percentile maximum queue lengths that are typical for drive through uses such as banks, car washes, coffee shops, fast food restaurants and/or pharmacies.

Do not require a conditional use permit or other design standards.

Coon Rapids

Do not have any specific design standards really laid out.
A stacking space shall be a minimum of 12 feet wide and 20 feet long. Six stacking spaces are required per drive thru service window or wash bay.

Any drive thru use is a conditional use and requires a Conditional Use Permit in our PORT districts (mixed-use nodes along Coon Rapids Blvd) and no new drive-thru facility is permitted elsewhere in our River Rapids Overlay District (along Coon Rapids Blvd). Any conditional use follows these requirements in 11-304.3: https://library.municode.com/mn/coon_rapids/codes/code_of_ordinances?nodeId=TIT11LADERE_CH11-300AD_11-304APWHUSSTAP. Otherwise if the use (restaurant, bank, etc.) is permitted in our commercial or office district, a drive-thru is permitted with it too.

Plymouth

Do not have any requirements (stacking, design standards, etc) for a drive-thru
A CUP is required for drive thru uses, restaurants, pharmacies, and convenience stores with accessory car wash or car washes as a principal use.
Banks do not require a CUP, but the permitted use is listed as follows:

Banks, credit unions, and other financial institutions, (excluding currency exchanges) with or without drive up tellers. (Drive up teller service is regulated by Section 21120.04, Subd. 3 of this Chapter.)

Any standards or requirements would be found in Section 21120.04, Subd 3 or in the CUP requirements for the specific use.

Stacking requirements are included in Section 21120.04, Subd 3.

Champlin

Do not have any standards in code. All restaurants are required to gain a conditional use permit, which drive-thrus are elevated during this approval process. Although, this does not catch all of the drive thrus, such as banks or pharmacies. Either evaluate during the CUP process or through an internal process with the building permit.