



# City of Blaine

## Natural Resource Conservation Board

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October 17, 2023 | 7:00 PM  
Blaine City Hall  
10801 Town Square Drive NE  
Blaine, MN 55449

The Natural Resource Conservation Board is an advisory body to the City Council. The Board is charged with recommending acquisition of lands for open space and developing a Natural Resource Plan which includes environmental policy and guidelines for the maintenance and preservation of Blaine's existing and future open spaces and trail corridors. One of the Board's functions is to hold public meetings and make recommendations to the City Council. For each item, the Board will receive reports prepared by City staff, provide the opportunity for public response, conduct Board discussions and make recommendations. The City Council, however, makes all final decisions on these matters.

### AGENDA

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Minutes**
  - 3.1.** 2023-488      Approval of September 19, 2023 NRCB Minutes  
*Sponsors: Nate Monahan, Recreation Manager*
- 4. Open Forum for Citizen Input**
- 5. New Business**
  - 5.1.** 2023-489      Recommendation of the 2024 - 2028 Open Space CIP  
*Sponsors: Nate Monahan, Recreation Manager*
  - 5.2.** 2023-504      NRCB Updates  
*Sponsors: Nate Monahan, Recreation Manager*
- 6. Adjournment**



# City of Blaine

## Natural Resource Conservation Board

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September 19, 2023 | 7:00 PM  
Blaine City Hall  
10801 Town Square Drive NE  
Blaine, MN 55449

### MINUTES

#### 1. Call to Order

The meeting was called to order at 7:00PM.

#### 2. Roll Call

Present – Chair Rafferty, Boardmembers Anderson, Genet, Truchon.

Absent – Boardmembers McKinley and Panning.

Others Present: Stormwater Coordinator Megan Hedstrom.

#### 3. Approval of Minutes

3.1. 2023-421 Approval of NRCB Minutes for July 18 and August 15, 2023  
*Sponsors: Megan Hedstrom, Stormwater Coordinator*

**MOVED** by Boardmember Truchon, seconded by Boardmember Anderson, to approve the minutes of the July 18, 2023 and August 15, 2023 board meeting as presented.

Motion carried unanimously.

#### 4. Open Forum for Citizen Input

No one appeared to address the NRCB.

#### 5. New Business

5.1. 2023-422 NRCB Updates

Stormwater Coordinator Hedstrom provided updates on the following topics:

- Rare Grass Signage at Lochness Park - The commission did not believe it was necessary to have two duplicate signs for the rare grass, but rather could support two signs being posted within the park that were different.
- Laddie Lake Pollinator garden and building/north shelter removals
- RFP for Blaine Wetland Sanctuary - The council would be reviewing the BWS RFP in October. It was noted a special botanist had to be brought in to help with the Site 7 complexities.
- The commission requested staff report back at a future meeting with information on how groundwater levels were being impacted by the drought.
- Volunteer Opportunities
- BWS Walkthrough would be held on Wednesday, September 20 from 9:30AM to 12PM
- Blaine Wetland Sanctuary Southern Section - A volunteer event was held on September 8 where 20 native shrubs were planted, buckthorn was removed and native understory seed was spread

**5.2. 2023-424 Open Space Inspection Reports**

*Sponsors: Megan Hedstrom, Stormwater Coordinator*

Ms. Hedstrom stated staff and board members will provide reports from inspections of Open Spaces. It was noted staff will create work orders based on the findings within each inspection.

Kane Meadows South: Nate Monahan - Several signs needed updating and work orders were brought to the public works department.

Kane Meadows North: Ken Anderson - The trail has several cracks and vegetation was growing in the cracks. Several sizeable trees in the park were dead and should be removed. It was recommended city vehicles no longer drive on the trail. One of the park benches was in need of replacement. There was minor spider cracking on the basketball court.

Sunrise Ponds: Ken Anderson - There were some minor invasive species along the trail, such as thistle, that should be removed. It was recommended all the ponds within the park be dedicated as open space. The old farm barbed wire should be removed when the trail was installed.

Oak Savanna: Kristen Genet - This park has no parking lot. This park has a wood chip trail and boardwalk. Both were in good condition. It was noted the residents have created an intricate mountain bike course in this park. The new dirt trails have impacted the integrity of the oak savanna. The park has some buckthorn invasion and should be checked for garlic mustard this spring. Staff was asked to investigate the new dirt trails within this park.

Laddie Lake: Gene Rafferty - The parking lot was in good shape and the spaces were clearly

marked. The trails appear to be in good condition, but the shelters were in rough shape. Staff noted the shelter and building would be removed this week. Staff indicated a prairie restoration project was being pursued for this park. It was recommended signage be posted to inform the public when to turn into Laddie Lake Park.

Hidden Ponds: Megan Hedstrom - This open space could only be accessed by on street parking. There were several signs for this park and staff noted the Open Space signs should be replaced. The wood chip path needs new chips and maintenance. The open space has buckthorn that has to be removed, as well as garlic mustard. It was noted this would be a great park for an educational/volunteer land management event.

Boardmember Truchon commented on a meeting she had with City Manager Wolfe, Recreation Manager Monahan, and Boardmember McKinley where the use of electric scooters/bikes and motorized vehicles on city trails was discussed.

## **6. Adjournment**

Chair Rafferty adjourned the meeting at 8:37PM.



# City of Blaine Staff Report

File Number: 2023-489

| Agenda Date                          | Status    |
|--------------------------------------|-----------|
| October 17, 2023                     |           |
| In Control                           | File Type |
| Natural Resources Conservation Board | Motion    |

## New Business -

### Agenda Item # 5.1

Recommendation of the 2024 - 2028 Open Space CIP

### Background

Staff will review 2024 - 2028 Open Space CIP with the Natural Resource Conservation Board.

### Recommendation

By motion, recommend to the City Council the 2024 - 2028 Open Space CIP.

### Attachment List

1. 2023.10.10 - 2024 Parks Capital Open Space Fund Summary
2. 2023.10.10 - 2024-2028 Parks Capital - Open Space Fund by Expense Category
3. 2023.10.10 - 2024-2028 Parks Capital - Open Space Fund by Revenue Source

# CITY OF BLAINE, MINNESOTA

## OPEN SPACE FUND - 402

### 2024 Budget

|                                                 | 2022<br>Actual      | 2023<br>Adopted     | 2024<br>Proposed    | 2025                | 2026                | 2027                | 2028                |
|-------------------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>Beginning Balance</b>                        | <b>\$ 3,917,841</b> | <b>\$ 5,151,720</b> | <b>\$ 2,724,710</b> | <b>\$ 2,142,912</b> | <b>\$ 2,519,701</b> | <b>\$ 3,204,347</b> | <b>\$ 2,838,993</b> |
| <b>Revenues</b>                                 |                     |                     |                     |                     |                     |                     |                     |
| Park Dedication Fees                            | 762,220             | 249,140             | 523,202             | 661,789             | 739,646             | 739,646             | 739,646             |
| Interest earnings                               | (255,142)           | 83,850              | -                   | -                   | -                   | -                   | -                   |
| Wetland Credit Sales - BWS Site 7               | 1,059,115           | 375,000             | 200,000             | 520,000             | 750,000             | 750,000             | 750,001             |
| <b>Total Revenues</b>                           | <b>\$ 1,566,193</b> | <b>\$ 707,990</b>   | <b>\$ 723,202</b>   | <b>\$ 1,181,789</b> | <b>\$ 1,489,646</b> | <b>\$ 1,489,646</b> | <b>\$ 1,489,647</b> |
| <b>Expenses</b>                                 |                     |                     |                     |                     |                     |                     |                     |
| Operating Expenses - Open Space Management      | 230                 | 5,000               | 5,000               | 5,000               | 5,000               | 5,000               | 5,000               |
| Capital Improvements-Current Yr. Appropriations | 332,084             | 2,950,000           | 1,300,000           | 800,000             | 800,000             | 1,850,000           | 850,000             |
| Capital Improvements-Prior Yr. Appropriations   | -                   | 180,000             |                     |                     |                     |                     |                     |
| <b>Total Expenses</b>                           | <b>\$ 332,314</b>   | <b>\$ 3,135,000</b> | <b>\$ 1,305,000</b> | <b>\$ 805,000</b>   | <b>\$ 805,000</b>   | <b>\$ 1,855,000</b> | <b>\$ 855,000</b>   |
| Increase (Decrease) in Reserve                  | 1,233,879           | (2,427,010)         | (581,798)           | 376,789             | 684,646             | (365,354)           | 634,647             |
| <b>Ending Balance</b>                           | <b>\$ 5,151,720</b> | <b>\$ 2,724,710</b> | <b>\$ 2,142,912</b> | <b>\$ 2,519,701</b> | <b>\$ 3,204,347</b> | <b>\$ 2,838,993</b> | <b>\$ 3,473,640</b> |

## 2024-2028 Parks Capital Improvement Program

Projects by Fund and Expense Category

| Fund - Project - Expense Type                                      | Budget to Date   | Proposed 2023<br>Changes | 2024             | 2025           | 2026           | 2027             | 2028           | Total Project<br>Budget |
|--------------------------------------------------------------------|------------------|--------------------------|------------------|----------------|----------------|------------------|----------------|-------------------------|
| <b>405 - Open Space Development</b>                                | <b>3,400,000</b> | <b>-</b>                 | <b>1,300,000</b> | <b>800,000</b> | <b>800,000</b> | <b>1,850,000</b> | <b>850,000</b> | <b>9,000,000</b>        |
| <b>PRK220100 - Pioneer Park Restoration</b>                        | -                | -                        | -                | -              | -              | -                | -              | -                       |
| 4590 - Projects - Construction                                     | -                | -                        | -                | -              | -              | -                | -              | -                       |
| <b>PRK220300 - Blaine Wetland Sanctuary Structure and Restroom</b> | -                | -                        | -                | -              | -              | <b>750,000</b>   | -              | <b>750,000</b>          |
| 4590 - Projects - Construction                                     | -                | -                        | -                | -              | -              | 675,000          | -              | 675,000                 |
| 4591 - Projects - Consulting                                       | -                | -                        | -                | -              | -              | 75,000           | -              | 75,000                  |
| <b>PRK990200 - Blaine Wetland Sanctuary Trail Development</b>      | <b>2,550,000</b> | -                        | <b>1,000,000</b> | <b>500,000</b> | <b>500,000</b> | <b>750,000</b>   | <b>500,000</b> | <b>5,800,000</b>        |
| 4590 - Projects - Construction                                     | 2,300,000        | -                        | 925,000          | 475,000        | 475,000        | 700,000          | 475,000        | 5,350,000               |
| 4591 - Projects - Consulting                                       | 250,000          | -                        | 75,000           | 25,000         | 25,000         | 50,000           | 25,000         | 450,000                 |
| <b>PRK990600 - Ongoing Maintenance of Blaine Wetland Sanctuary</b> | <b>100,000</b>   | -                        | <b>50,000</b>    | <b>50,000</b>  | <b>50,000</b>  | <b>50,000</b>    | <b>50,000</b>  | <b>350,000</b>          |
| 4591 - Projects - Consulting                                       | 100,000          | -                        | 50,000           | 50,000         | 50,000         | 50,000           | 50,000         | 350,000                 |
| <b>PRK990700 - Trails Development - Open Space</b>                 | <b>600,000</b>   | -                        | <b>150,000</b>   | <b>150,000</b> | <b>150,000</b> | <b>200,000</b>   | <b>200,000</b> | <b>1,450,000</b>        |
| 4590 - Projects - Construction                                     | 585,000          | -                        | 150,000          | 150,000        | 150,000        | 200,000          | 200,000        | 1,435,000               |
| 4591 - Projects - Consulting                                       | 15,000           | -                        | -                | -              | -              | -                | -              | 15,000                  |
| <b>PRK990800 - Wetland Management - Site 7</b>                     | <b>150,000</b>   | -                        | <b>100,000</b>   | <b>100,000</b> | <b>100,000</b> | <b>100,000</b>   | <b>100,000</b> | <b>650,000</b>          |
| 4591 - Projects - Consulting                                       | 150,000          | -                        | 100,000          | 100,000        | 100,000        | 100,000          | 100,000        | 650,000                 |

## 2024-2028 Parks Capital Improvement Program

### Projects by Fund and Revenue Source

| Fund and Revenue Source                                 | Budget to Date   | 2024             | 2025           | 2026           | 2027             | 2028           | Total Project Budget |
|---------------------------------------------------------|------------------|------------------|----------------|----------------|------------------|----------------|----------------------|
| <b>405 - Open Space Development</b>                     | <b>3,400,000</b> | <b>1,300,000</b> | <b>800,000</b> | <b>800,000</b> | <b>1,850,000</b> | <b>850,000</b> | <b>9,000,000</b>     |
| 3802 - Park Dedication Fees                             | 450,000          | 518,202          | 600,000        | 150,000        | 750,000          | 200,000        | 2,668,202            |
| 3902 - Sale of Wetland Bank Credits                     | 425,000          | 200,000          | 200,000        | 650,000        | 734,646          | 650,000        | 2,859,646            |
| 9405-1 - Fund Reserve - Open Space Park Dedication Fees | 275,000          | -                | -              | -              | 365,354          | -              | 640,354              |
| 9405-2 - Fund Reserve - Site 7 Wetland Credits          | 2,250,000        | 581,798          | -              | -              | -                | -              | 2,831,798            |

| Fund - Project - Revenue Source                                  | Budget to Date   | 2024             | 2025           | 2026           | 2027             | 2028           | Total Project Budget |
|------------------------------------------------------------------|------------------|------------------|----------------|----------------|------------------|----------------|----------------------|
| <b>405 - Open Space Development</b>                              | <b>3,400,000</b> | <b>1,300,000</b> | <b>800,000</b> | <b>800,000</b> | <b>1,850,000</b> | <b>850,000</b> | <b>9,000,000</b>     |
| <b>PRK220100 - Pioneer Park Restoration</b>                      | -                | -                | -              | -              | -                | -              | -                    |
| 3902 - Sale of Wetland Bank Credits                              | -                | -                | -              | -              | -                | -              | -                    |
| <b>PRK220300 - Blaine Wetland Sanctuary Structure and Restro</b> | -                | -                | -              | -              | <b>750,000</b>   | -              | <b>750,000</b>       |
| 3902 - Sale of Wetland Bank Credits                              | -                | -                | -              | -              | 584,646          | -              | 584,646              |
| 9405-1 - Fund Reserve - Open Space Park Dedication Fees          | -                | -                | -              | -              | 165,354          | -              | 165,354              |
| <b>PRK990200 - Blaine Wetland Sanctuary Trail Development</b>    | <b>2,550,000</b> | <b>1,000,000</b> | <b>50,000</b>  | <b>500,000</b> | <b>750,000</b>   | <b>500,000</b> | <b>5,350,000</b>     |
| 3802 - Park Dedication Fees                                      | 50,000           | 368,202          | -              | -              | 750,000          | -              | 1,168,202            |
| 3902 - Sale of Wetland Bank Credits                              | 250,000          | 50,000           | 50,000         | 500,000        | -                | 500,000        | 1,350,000            |
| 9405-2 - Fund Reserve - Site 7 Wetland Credits                   | 2,250,000        | 581,798          | -              | -              | -                | -              | 2,831,798            |
| <b>PRK990600 - Ongoing Maintenance of Blaine Wetland Sanctu</b>  | <b>100,000</b>   | <b>50,000</b>    | <b>50,000</b>  | <b>50,000</b>  | <b>50,000</b>    | <b>50,000</b>  | <b>350,000</b>       |
| 3902 - Sale of Wetland Bank Credits                              | 100,000          | 50,000           | 50,000         | 50,000         | 50,000           | 50,000         | 350,000              |
| <b>PRK990700 - Trails Development - Open Space</b>               | <b>600,000</b>   | <b>150,000</b>   | <b>600,000</b> | <b>150,000</b> | <b>200,000</b>   | <b>200,000</b> | <b>1,900,000</b>     |
| 3802 - Park Dedication Fees                                      | 325,000          | 150,000          | 600,000        | 150,000        | -                | 200,000        | 1,425,000            |
| 9405-1 - Fund Reserve - Open Space Park Dedication Fees          | 275,000          | -                | -              | -              | 200,000          | -              | 475,000              |
| <b>PRK990800 - Wetland Management - Site 7</b>                   | <b>150,000</b>   | <b>100,000</b>   | <b>100,000</b> | <b>100,000</b> | <b>100,000</b>   | <b>100,000</b> | <b>650,000</b>       |
| 3802 - Park Dedication Fees                                      | 75,000           | -                | -              | -              | -                | -              | 75,000               |
| 3902 - Sale of Wetland Bank Credits                              | 75,000           | 100,000          | 100,000        | 100,000        | 100,000          | 100,000        | 575,000              |



# City of Blaine Staff Report

File Number: 2023-504

## Agenda Date

October 17, 2023

## Status

## In Control

Natural Resources Conservation  
Board

## File Type

Report

## New Business -

## Agenda Item # 5.2

NRCB Updates

## Background

RPF for Blaine Wetland Sanctuary  
NRCB Meeting on Tuesday, November 21  
Other

## Recommendation

Informational

## Attachment List

None