



City of Blaine

City Council

January 17, 2024 | 7:00 PM
Blaine City Hall
10801 Town Square Drive NE
Blaine, MN 55449

AGENDA

1. Call to Order by the Mayor

2. Pledge of Allegiance

3. Roll Call

4. Awards - Presentations - Organizational Business

5. Communications

6. Open Forum

Open Forum is an opportunity for the public to present an issue or concern to City Council. There is a maximum of fifteen minutes set aside for open forum. Each presentation should be limited to no more than three minutes. If your item needs follow-up from the City, staff will arrange for that follow-up and will contact you to let you know what is being done. Thank you for coming this evening.

7. Adoption of Agenda

8. Approval of Consent Agenda:

All items listed under the "Consent Agenda" are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

8.1. 2024-026 Schedule of Bills Paid
Sponsors: Jason Zimmerman, Finance Director

8.2. 2024-027 Approval of Minutes
Sponsors: Cathy Sorensen, City Clerk

8.3. RES 24-20 Approval of Minnesota Investment Fund Application in Connection with City of Blaine EDA for the Chandler Industries Project
Sponsors: Erik Thorvig, Community Development Director

- 8.4.** 2024-028 Motion to Authorize Change Order No. 1 in the Amount of \$204,973.19 for the Lift Station 13 Force Main Replacement - Phase 1, Improvement Project No. 21-30
Sponsors: Daniel Schluender, Director of Engineering
- 8.5.** RES 24-22 Approve Plans and Specifications and Concur with City of Spring Lake Park on Advertisement for Bids for the Sanburnol Drive/85th Avenue Improvements, Improvement Project No. 23-14
Sponsors: Daniel Schluender, Director of Engineering
- 8.6.** 2024-029 Approve a Therapeutic Massage Enterprise License for Jordan A Salon and Day Spa
Sponsors: Cathy Sorensen, City Clerk
- 8.7.** RES 24-23 Authorize Mayor and City Manager to Enter into a Cooperative Construction Agreement with the State of Minnesota Department of Transportation (MnDOT)
Sponsors: Daniel Schluender, Director of Engineering

9. 7:00 PM - Public Hearing and Items Published for a Certain Time

- 9.1.** ORD 24-2539 Amend City Charter Sec. 2.07 Salaries.
Sponsors: Cathy Sorensen, City Clerk
- 9.2.** ORD 24-2540 Amend City Charter Chapter 5. Initiative and Referendum and Recall
Sponsors: Cathy Sorensen, City Clerk
- 9.3.** RES 24-21 Order Improvement and Order Preparation of Plans and Specifications for the 2024 Southwest Area Street Reconstructions, Improvement Project No. 24-07
Sponsors: Daniel Schluender, Director of Engineering

10. Development Business

11. Administration

- 11.1.** 2024-030 Motion to Authorize the Mayor and City Manager to Enter into a Contract with Bolton & Menk for Professional Design and Construction Services for the 2024 Southwest Area Street Reconstruction Improvement Project, Improvement Project No. 24-07
Sponsors: Daniel Schluender, Director of Engineering

12. Other Business

13. Adjournment

CITY OF BLAINE**SCHEDULE OF BILLS PAID****APPROVED ON 1/17/2024 FOR PAYMENTS THE WEEK OF 12/22/2023**

Vendor Name	Description	Amount
ACCESS	Data Storage	\$ 130.88
ALLEGRA PRINT & IMAGING	Business cards	\$ 260.80
AMAZON CAPITAL SERVICES	Wellness Equipment for Staff Classes	\$ 11.98
AMAZON CAPITAL SERVICES	Bingo, Ring Toss, Trophy	\$ 62.56
AMAZON CAPITAL SERVICES	Batteries, toner, hand sanitizer Table	\$ 159.74
AMAZON CAPITAL SERVICES	Cover Roll	\$ 24.99
AMAZON CAPITAL SERVICES	Supplies for winter events Wellness	\$ 71.97
AMAZON CAPITAL SERVICES	Equip for Staff Class Wellness Event	\$ 27.98
AMAZON CAPITAL SERVICES	Supplies	\$ 166.12
AMAZON CAPITAL SERVICES	Dump body safety stand	\$ 1,285.00
AMAZON CAPITAL SERVICES	Flash drives, doorstop, calendar	\$ 245.73
AMAZON CAPITAL SERVICES	Clothing for Engineering Techs	\$ 72.96
AMAZON CAPITAL SERVICES	Gun Cleaning patches	\$ 41.97
AMAZON CAPITAL SERVICES	Ethernet Patch Cables	\$ 167.80
AMAZON CAPITAL SERVICES	Cups, Plates, Mints, Mouse Breakfast	\$ 60.84
AMAZON CAPITAL SERVICES	With Santa supplies	\$ 81.96
AMAZON CAPITAL SERVICES	Tire Markers for CSO Division	\$ 54.24
ANOKA CTY TREASURY DEPT	Government Officials Meeting	\$ 44.00
APPRIZE TECHNOLOGY SOLUTIONS	monthly benefits charge	\$ 1,345.60
BATTERIES PLUS BULBS	Batteries for patrol	\$ 127.50
BATTERIES PLUS BULBS	Lithium batteries for patrol	\$ 169.25
BLAINE BROTHERS INC	Engine Repair	\$ 845.21
BLAINE BROTHERS INC	Turbo repair	\$ 993.85
BLAINE BROTHERS INC	Ujoints	\$ 543.50
BLAINE BROTHERS INC	Ujoints	\$ 157.72
BLAINE BROTHERS INC	Credit	\$ (252.60)
BLAINE BROTHERS INC	LED work Lamps	\$ 147.00
BLAINE LOCK & SAFE INC	Master keys for patrol	\$ 7.50
BLAINE LOCK & SAFE INC	Keys for Water Dept	\$ 55.00
BOLTON & MENK INC	Sprint Decommission Tower #1	\$ 6,017.50
BOLTON & MENK INC	Sprint Decommission Tower #1	\$ 193.00
BOLTON & MENK INC	T-Mobile Tower #2 Services	\$ 386.00
BOYER TRUCKS	F550 for Storm Water	\$ 58,797.91
BRAUN INTERTEC CORPORATION	Aquatore Bandshell Inspection	\$ 273.50
CAMPION BARROW & ASSOCIATES	Pre-employment testing	\$ 1,365.00
CEMSTONE PRODUCTS CO INC	Traction Grit for Water/Sewer	\$ 78.75
CENTENNIAL SCHOOL DIST 12	Bentleyville MAYC Outing	\$ 3,115.00
CENTERPOINT ENERGY	Gas Service	\$ 80.00
CENTRAL WOOD PRODUCTS	Fibar for playgrounds	\$ 3,746.00
CENTURYLINK	Telephone Service	\$ 74.39

CHAIN OF LAKES CHURCH	Chain of Lakes Church	\$	7,650.00
CINTAS CORPORATION	CH mats	\$	205.47
CINTAS CORPORATION	Uniform/Rug Rentals	\$	178.43
CINTAS CORPORATION	MAYC mats, mops, towels etc	\$	36.69
CINTAS CORPORATION	Uniform/Rug Rentals	\$	400.60
CIVICPLUS, LLC	Gender Neutralization Coding	\$	1,022.00
COMCAST	Public Works Internet Service	\$	201.47
COMMERS THE WATER CO	Water Softener Repair	\$	283.50
CONNEXUS ENERGY	November 2023 Electric	\$	43,863.74
CREW2 INC	Permit Refund B23-04057	\$	80.00
CRYTEEL TRUCK EQUIPMENT	Fittings	\$	59.38
CRYTEEL TRUCK EQUIPMENT	Ball Valves	\$	50.00
CUMMINS SALES AND SERVICE	LS 25 Generator repair	\$	1,121.35
CUSTOM REMODELERS INC	Permit Refund B23-04733	\$	106.00
CYBER ADVISORS INC	Cisco Switch Setup Assistance	\$	3,643.75
DIAMOND MOWERS INC	Skid Shoe	\$	250.50
E G RUD & SONS INC	Project Mgmt/Construction Staking	\$	646.50
ECKBERG LAMMERS PC	Prosecution Fees	\$	22,056.83
ECM PUBLISHERS INC	Advertising & Public Notices	\$	107.50
ECM PUBLISHERS INC	Ads for Public Hearing Notice	\$	236.50
ECM PUBLISHERS INC	Advertising & Public Notices	\$	161.25
ECM PUBLISHERS INC	2023 Public Hearing Notices	\$	80.62
ECM PUBLISHERS INC	Ads for Public Hearing Notice	\$	91.37
ECOWATER	Permit Refund B23-04738	\$	60.00
EMERGENCY AUTOMOTIVE TECH	Bumper Conversion Kit	\$	301.29
EMERGENCY AUTOMOTIVE TECH	Wiring Harnesses/cables for PD	\$	6,192.22
EMERGENCY AUTOMOTIVE TECH	Bumper	\$	472.82
EMERGENCY AUTOMOTIVE TECH	Install Upfit Equip in Squads	\$	4,281.21
EMERGENCY AUTOMOTIVE TECH	Battery Charger for PD	\$	125.96
EXPRESS SIGNS INC	Signs for craft sale	\$	270.00
FACTORY MOTOR PARTS COMPANY	Brake Rotors/Pads	\$	353.05
FACTORY MOTOR PARTS COMPANY	Battery for PW stock	\$	306.24
FACTORY MOTOR PARTS COMPANY	Brake Pad Set	\$	133.76
FACTORY MOTOR PARTS COMPANY	Brake Rotors	\$	303.10
FERGUSON WATERWORKS #2518	Tools	\$	379.42
FETTIG BRANDON	Gas for squad - Training	\$	68.47
FRANKENSIGNS INC	PD signs	\$	49.00
FRANKENSIGNS INC	PD signs	\$	174.00
FRIENDLY CHEVROLET INC	Brake Rotors for PD Stock	\$	131.76
FRIENDLY CHEVROLET INC	Tank for 5310	\$	27.20
FRIENDLY CHEVROLET INC	Tank for 5310	\$	27.20
GIMPL TAMMY	Kennel Services for Nov 2023	\$	350.00
GOPHER STATE ONE CALL INC	Water & Sewer Locate Fees	\$	931.50
GRAINGER	Engraver, Plier. fuse puller tools	\$	195.05
GRAINGER	CH ceiling fan	\$	166.52
GRAINGER	CH 2nd floor faucet	\$	492.25
GREEN JAKE	Expense report for training	\$	640.88

GROUP HEALTH NON-PATIENT A/R	Wellness Program Charges	\$	186.76
HAMMER SPORTS LLC	Refs for Adult Basketball League	\$	344.00
HAUGO GEO TECHNICAL	Construction Materials Testing	\$	727.00
HECIMOVICH ADAM	Home Improvement Grant	\$	2,500.00
IMPACT PROVEN SOLUTIONS	UTILITY BILLING INVOICE PRINTING	\$	4,211.70
INNOVATIVE OFFICE SOLUTIONS	Copy Paper	\$	421.92
INNOVATIVE OFFICE SOLUTIONS	Office Supplies - PW	\$	293.08
INSIGHT PUBLIC SECTOR INC	Plant 1-3 Network Upgrades/Racks	\$	2,259.91
INSIGHT PUBLIC SECTOR INC	UPSs for Switch Upgrade Project	\$	1,700.02
INSIGHT PUBLIC SECTOR INC	UPSs for Switch Upgrade Project	\$	148.40
INSTRUMENTAL RESEARCH INC	Water Sample Testing	\$	840.00
JOHNSON LITHO GRAPHICS	December MAYC Newsletter	\$	1,901.31
JOHNSON LITHO GRAPHICS	Winter/Spring Rec Connect	\$	21,442.71
KADLEC EXCAVATING INC	Laddie Lake Demo	\$	7,600.00
KENNEDY & GRAVEN CHARTERED	Elevage Redevelopment TIF District	\$	405.00
LANGUAGE LINE SERVICES INC	Language Line charges	\$	499.50
LAWSON PRODUCTS INC	Ty-Rap/Screws/Adapters/bulbs, etc	\$	1,549.93
LAWSON PRODUCTS INC	Mechanics Shop supplies	\$	81.70
LAWSON PRODUCTS INC	Dielectric grease	\$	14.88
LINE-X PROS	Bedliner/Rustproof	\$	849.00
LOCAL GOVT INFO SYSTEMS	Assessment Software & E-Properties	\$	1,793.00
LOCKRIDGE GRINDAL NAUEN PLLP	2023 State Lobbyist Services	\$	3,166.66
MANAGED SERVICES INC	Building Supplies	\$	389.80
MANSFIELD OIL COMPANY	Motor Fuel	\$	13,474.03
MANSFIELD OIL COMPANY	Motor Fuel	\$	3,198.29
MANSFIELD OIL COMPANY	Motor Fuel	\$	7,448.02
MARSDEN BUILDING MTCE LLC	PW janitorial services	\$	2,251.25
MARTIN MARIETTA MATERIALS	Tandem Rubble Disposal fee -Parks	\$	40.00
MATTSON ROBERT JOHN	Home Improvement Grant	\$	3,791.00
MC TOOL & SAFETY SALES	Probe/wand tools	\$	354.30
MC TOOL & SAFETY SALES	The Jake/tools	\$	294.60
MC TOOL & SAFETY SALES	Gloves/hose/gaskets	\$	290.67
MC TOOL & SAFETY SALES	Gloves	\$	205.38
MENARDS - BLAINE	Electrical Tape	\$	13.45
MENARDS - BLAINE	dish soap, towels	\$	25.81
MENARDS - BLAINE	Equipment	\$	270.66
MENARDS - BLAINE	Equipment	\$	287.15
MENARDS - BLAINE	Rubber air hose	\$	79.98
MENARDS - BLAINE	Green Treated lumber - hockey rinks	\$	91.32
MENARDS - BLAINE	Items for Community Outreach	\$	48.99
MENARDS - BLAINE	Armory supplies	\$	20.95
MENARDS - BLAINE	MAYC soap, suction cups	\$	57.18
MENARDS - BLAINE	supplies for winter events	\$	27.55
MENARDS - BLAINE	CH water softer supplies/filter	\$	299.51
MENARDS - BLAINE	Ext Cord/Compressor Filters	\$	125.84
METRO-INET	Internet Support Services	\$	3,031.00
METROPOLITAN COUNCIL	November 2023 SAC	\$	100,866.15

MIDWEST FENCE	Fencing for Park Facility	\$	3,989.00
MINNEAPOLIS OXYGEN COMPANY	Oxygen Cylinders for Patrol Operations	\$	148.78
MINNESOTA EQUIPMENT - ISANTI	Drive Shaft/Coupler	\$	649.50
MINUTE MAKER SECRETARIAL	Council Minutes	\$	907.50
MINUTE MAKER SECRETARIAL	2023 NRCB Minutes	\$	159.00
MINUTE MAKER SECRETARIAL	Park Board Meetings	\$	159.00
MN DEPT OF LABOR AND INDUSTRY	November 2023 State Surcharge	\$	7,530.98
MOORE ALEXANDER MICHAEL	Reimburse for K9 Boarding	\$	103.80
MSCIC	2024 LE conference	\$	450.00
NEW LOOK CONTRACTING INC	89th & Ave & Davenport St	\$	232,327.25
NORTH JOSEPH	Home Improvement Grant	\$	1,281.00
NORTHERN SANITARY SUPPLY	Towels	\$	62.16
NORTHERN SANITARY SUPPLY	Towels	\$	191.20
NORTHERN SANITARY SUPPLY	Tissue/Towels/Liners	\$	555.29
NORTHERN SANITARY SUPPLY	Tissue, liners, soap	\$	102.65
NORTHERN SANITARY SUPPLY	Tissue, liners, soap	\$	627.56
NORTHLAND BUSINESS SYSTEMS	Winscribe 2024	\$	7,768.56
NR PROPERTIES INC	SAC & Blaine SAC Refund	\$	2,522.28
OLSON LISA	Pancake breakfast food	\$	329.14
OLSON LISA	Mileage, meeting supplies	\$	62.99
O'REILLY AUTOMOTIVE	Steering column Parts	\$	114.53
O'REILLY AUTOMOTIVE	Air Filters for PW Stock	\$	70.56
O'REILLY AUTOMOTIVE	Solenoid	\$	98.92
O'REILLY AUTOMOTIVE	Filters	\$	6.64
O'REILLY AUTOMOTIVE	Filters	\$	38.07
PARENT BUILDERS INC	Escrow Refund - 2624 Quail Creek Ct NE	\$	4,800.00
PARK CONSTRUCTION COMPANY	2023 SW Area Street Reconstruction	\$	217,711.85
PERFORMANCE LAWN CARE	Lawn mowing 66 99th Ave NE	\$	112.22
PERFORMANCE LAWN CARE	Lawn mowing 11530 Van Buren Ct NE	\$	149.63
PERFORMANCE LAWN CARE	Lawn mowing 721 113th Ave NE	\$	74.81
PERFORMANCE LAWN CARE	Lawn mowing 2849 108th Ln NE	\$	149.63
PERFORMANCE LAWN CARE	Lawn mowing 3422 Pheasant Run NE	\$	93.52
PERFORMANCE LAWN CARE	Lawn mowing 840 126th Ave	\$	74.81
PERFORMANCE LAWN CARE	Lawn mowing 850 126th Ave	\$	74.81
PERFORMANCE LAWN CARE	Lawn mowing 817 101st Ave NE	\$	715.69
PERFORMANCE LAWN CARE	Lawn mowing 2078 132nd Ct NE	\$	149.63
PERFORMANCE LAWN CARE	Lawn mowing 13125 Hastings St NE	\$	112.22
PERFORMANCE LAWN CARE	Lawn mowing 12253 Baltimore Ct	\$	149.63
PERFORMANCE LAWN CARE	Lawn mowing 12258 Chisholm St	\$	168.33
PERFORMANCE LAWN CARE	Lawn mowing 11844 Van Buren St	\$	187.03
PERFORMANCE LAWN CARE	Lawn mowing 10726 Quilto St NE	\$	112.22
PERFORMANCE LAWN CARE	Lawn mowing 1515 116th Ct NE	\$	261.84
PERFORMANCE LAWN CARE	Lawn mowing 12634 Eldorado St	\$	112.22
PERFORMANCE LAWN CARE	Lawn mowing 8739 Able St	\$	149.63
PERFORMANCE LAWN CARE	Lawn mowing 11043 4th St	\$	93.52
PERFORMANCE LAWN CARE	Lawn mowing 11957 Eldorado St	\$	93.52
PERFORMANCE LAWN CARE	Lawn mowing 217 118th Ave	\$	187.03

PLAISTED COMPANIES INC	Class 5-Road Shoulder	\$	1,624.90
PLAISTED COMPANIES INC	Class 5-Road Shoulder	\$	2,949.26
PRECISE MRM LLC	GPS Installation	\$	550.00
PRECISE MRM LLC	GPS Management	\$	1,360.00
PRO-TEC DESIGN INC	Camera Upgrades	\$	10,975.42
PRO-TEC DESIGN INC	Card reader license	\$	2,124.00
PSHRA - MN	Membership dues/conference	\$	125.00
RIDGEWAY & ASSOCIATES	Mental Wellness Program	\$	2,310.00
ROADKILL ANIMAL CONTROL	Disposal of Dead Deer	\$	206.00
RP AUTO SERVICE INC	Suspension	\$	576.60
S & S INDUSTRIAL SUPPLY INC	Mounting Flood Rig	\$	27.28
S & S INDUSTRIAL SUPPLY INC	Screws	\$	13.93
SAM'S CLUB/SYNCHRONY BANK	Winter event supplies	\$	419.15
SAM'S CLUB/SYNCHRONY BANK	New Years Party	\$	1.21
SAM'S CLUB/SYNCHRONY BANK	food for Breakfast with Santa	\$	98.30
SAM'S CLUB/SYNCHRONY BANK	pancake breakfast supplies	\$	50.90
SHRED-IT C/O STERICYCLE INC	Nov 2023 shred/new consoles	\$	253.52
SIGN SOLUTIONS USA INC	shop supplies	\$	1,302.75
SORENSEN CATHY	Gavel, Mileage	\$	61.33
STAR TRIBUNE	Ad-Notice of Public Hearing	\$	102.70
STAR TRIBUNE-SUBSCRIPTIONS	Newspaper Subscription	\$	82.45
STATE OF MINNESOTA	Court costs	\$	124.75
STATE OF MINNESOTA DEED	Dec 2023 #CDAP-17-0064-H-FY18	\$	1,568.24
STREICHER'S	uniforms and clothing	\$	1,490.89
SUBURBAN TIRE WHOLESALE INC	Tires	\$	33.00
SUMMIT FIRE PROTECTION	MAYC semi-annual service	\$	360.00
TKDA AND ASSOCIATES INC	TH65 Access Improve	\$	33,603.54
TOLL GAS & WELDING SUPPLY	Oxy regulator	\$	88.49
TRI-STATE BOBCAT INC	Oil supplies	\$	453.00
TRI-STATE BOBCAT INC	Carbide Chain	\$	70.00
TWIN CITIES TRANSPORT	Tow for Squad	\$	125.00
TYLER TECHNOLOGIES INC	Budget Software Integration	\$	1,000.00
ULINE	chair and table for City Hall	\$	614.26
ULINE	Conference table	\$	1,925.22
ULINE	thermal labels, bags	\$	519.99
ULINE	Frames to post licenses	\$	457.99
VELASQUEZ DAVID	employment release	\$	100.00
VERIZON WIRELESS	Telephone Service	\$	80.02
VIKING ELECTRIC SUPPLY INC	Electrical Repair Parts	\$	35.62
WALTERS RECYCLING & REFUSE INC	Organics Collection	\$	150.00
WSB & ASSOCIATES INC	99th Ave/Baltimore St Roundabout	\$	16,436.62
WSB & ASSOCIATES INC	SE Area Reconstruction	\$	5,128.25
WSB & ASSOCIATES INC	Lexington Athletic Complex	\$	650.50
WSB & ASSOCIATES INC	AUAR Contract-Northtown	\$	22,735.50
WSB & ASSOCIATES INC	NW Area Street Recon	\$	43,391.26
XCEL ENERGY	10563 Packard St NE-Siren	\$	14.59
XCEL ENERGY	4131 Pheasant Ridge Dr NE	\$	18.61

ZAHL-PETROLEUM MTCE	Hoist Inspection	\$ 1,207.75
		\$ 1,013,711.75

CITY OF BLAINE

**SUBSET OF PAYMENTS BETWEEN \$20,000 AND \$50,000 FROM THE SCHEDULE OF BILLS PAID
APPROVED ON 1/17/2024 FOR PAYMENTS THE WEEK OF 12/22/2023**

Vendor Name	Description	Amount
JOHNSON LITHO GRAPHICS	Winter/Spring Rec Connect	\$ 21,442.71
ECKBERG LAMMERS PC	Prosecution Fees	\$ 22,056.83
WSB & ASSOCIATES INC	AUAR Contract-Northtown	\$ 22,735.50
TKDA AND ASSOCIATES INC	TH65 Access Improve	\$ 33,603.54
WSB & ASSOCIATES INC	NW Area Street Recon	\$ 43,391.26
CONNEXUS ENERGY	November 2023 Electric	\$ 43,863.74

CITY OF BLAINE**SCHEDULE OF BILLS PAID****APPROVED ON 1/17/2024 FOR PAYMENTS THE WEEK OF 12/29/2023**

Vendor Name	Description	Amount
ALL APPLIANCE DISPOSAL	Disposal Fees	\$ 100.00
ALL APPLIANCE DISPOSAL	Disposal Fees	\$ 150.00
ALL AUTO GLASS LLC	Windshield Replacement	\$ 427.36
ALLEGRA PRINT & IMAGING	Staff photos	\$ 664.93
ALLINA HEALTH SYSTEM	Quarterly training payment	\$ 1,000.00
AMAZON CAPITAL SERVICES	Office supplies	\$ 53.32
AMAZON CAPITAL SERVICES	Monitor Stands	\$ 225.02
AMAZON CAPITAL SERVICES	Raffle Tickets	\$ 20.57
AMAZON CAPITAL SERVICES	Supplies for breakfast w/ Santa	\$ 29.99
AMAZON CAPITAL SERVICES	Tree set for winter events	\$ 135.99
AMAZON CAPITAL SERVICES	Office supplies	\$ 200.66
AMAZON CAPITAL SERVICES	Bags for kid's shopping	\$ 117.93
AMAZON CAPITAL SERVICES	Fiber and Ethernet Patch Cables	\$ 320.02
AMAZON CAPITAL SERVICES	Computer Speakers	\$ 30.00
AMAZON CAPITAL SERVICES	Supplies for events	\$ 72.94
AMAZON CAPITAL SERVICES	Stand up desk legs	\$ 379.98
AMAZON CAPITAL SERVICES	Vehicle First Aid Kits	\$ 474.90
AMAZON CAPITAL SERVICES	MS Surface Dock/Accessories	\$ 475.48
ASSOCIATED EXTERIORS INC	Insurance Claim	\$ 912.57
AT&T MOBILITY	Data coverage for bait trailer	\$ 53.97
AUTO AIR AND ACCESSORIES	A/C Repair	\$ 350.50
AUTOWASH SYSTEMS INC	Car Wash Chemicals	\$ 934.53
BANKSTON JAMIE	Home Improvement Grant Reimburse	\$ 4,946.00
BILL'S GUN SHOP	Range fees	\$ 40.00
BILL'S GUN SHOP	Range fees	\$ 40.00
BLAINE AREA PET HOSPITAL PA	Veterinary Services	\$ 387.38
BOLTON & MENK INC	SW Area St Reconstruction	\$ 43,507.50
BRAUN INTERTEC CORPORATION	Construction Materials Testing Service	\$ 2,001.00
BROADWAY AWARDS INC	Plaque plates	\$ 307.75
CAPITAL ONE TRADE CREDIT	Reducer nipple for brine	\$ 25.49
CAPITAL ONE TRADE CREDIT	Air hose	\$ 123.49
CINTAS CORPORATION	MAYC mats, mops, towels	\$ 36.69
CINTAS CORPORATION	Uniform/Rug Rentals	\$ 205.67
CINTAS CORPORATION	MAYC first aid cabinet supplies	\$ 7.15
COTTENS' INC	Gaskets for Well 5	\$ 45.98
CRYTEEL TRUCK EQUIPMENT	Equip remove/blast/paint	\$ 45,526.00
DANESHVAR MARK	Home Improvement Grant Reimburse	\$ 7,500.00
DAVE PERKINS CONTRACTING	Curb Stop Repair	\$ 4,900.00
DOUGLAS KERR UNDERGROUND	Lift Station 13 FM Replacement	\$ 264,249.15
E G RUD & SONS INC	Lift Station 13	\$ 3,363.00

ECKBERG LAMMERS PC	Civil Legal Services & Retainer Fees	\$	8,311.50
ECKBERG LAMMERS PC	Legal Services & Retainer Fees	\$	3,250.00
ECKBERG LAMMERS PC	Civil Legal Services & Retainer Fees	\$	10,270.38
ECM PUBLISHERS INC	2023 Public Hearing Notices	\$	80.62
ECM PUBLISHERS INC	Advertising & Public Notices	\$	102.12
ELECTRIC PUMP INC	LS 14 Rehab/Upgrades	\$	126,513.00
ELECTRIC PUMP INC	LS Flush valve	\$	2,603.00
EMERGENCY AUTOMOTIVE TECH	Install Upfit Equip	\$	4,055.45
FACTORY MOTOR PARTS COMPANY	A/C Compressor	\$	233.73
FACTORY MOTOR PARTS COMPANY	A/C Seals	\$	38.40
FACTORY MOTOR PARTS COMPANY	Purge Valve	\$	35.52
FERGUSON ENTERPRISES INC #1657	Plant 1 Fittings	\$	158.91
FERGUSON WATERWORKS #2518	Fire Hydrant	\$	4,117.65
FERGUSON WATERWORKS #2518	Reclaim Tank Repair	\$	9,537.12
FERGUSON WATERWORKS #2518	Locating paint	\$	439.92
FISERV	November FISERV Pmt	\$	141.92
FRIENDLY CHEVROLET INC	Belt Kit	\$	59.07
FRIENDLY CHEVROLET INC	Rotors	\$	487.72
FRIENDLY CHEVROLET INC	Seals	\$	34.88
FRIENDLY CHEVROLET INC	Moulding	\$	51.23
FRIENDLY CHEVROLET INC	Rotors	\$	597.72
FRIENDLY CHEVROLET INC	Rotors	\$	1,688.16
FRIENDLY CHEVROLET INC	Rotors	\$	600.76
FRIENDLY CHEVROLET INC	W/W pump	\$	48.40
FRIENDLY CHEVROLET INC	TPMS Sensor	\$	58.35
FRIENDLY CHEVROLET INC	W/W pump	\$	0.02
GALLS LLC	Tool kit bags	\$	350.91
HAAS TODD J	2023 Traffic Commission Attendance	\$	150.00
HAMMER SPORTS LLC	Refs/Adult Bball League	\$	344.00
HAWKINS INC	Water Treatment Chemicals	\$	5,678.40
HAWKINS INC	Water Treatment Chemicals	\$	10,457.83
HAWKINS INC	Water Treatment Chemicals	\$	3,589.00
HAWKINS INC	Water Treatment Chemicals	\$	2,249.00
HILL LOREN DAVID	2023 Traffic Commission Attendance	\$	60.00
HIPERLINE	Manhole lining	\$	93,241.90
HOSE PROS LLC	Hose/assembly for WTP 1	\$	1,128.86
HOTSY MINNESOTA	Pressure washer mtce	\$	530.00
INNOVATIVE OFFICE SOLUTIONS	Copy Paper	\$	187.52
INSIGHT PUBLIC SECTOR INC	UPS System For New Switches	\$	149.99
INSIGHT PUBLIC SECTOR INC	Laptop and docks	\$	2,178.44
INSIGHT PUBLIC SECTOR INC	MS Exchange Online Licenses	\$	820.70
INSIGHT PUBLIC SECTOR INC	UPS System For New Switches	\$	6,182.96
INTOXIMETERS INC	PBT Repair	\$	116.00
JOHN HENRY FOSTER	Air Dryer/Dryer PreFilter	\$	3,164.00
JONATHAN HOMES OF MN	Partial Permit Refund	\$	187.50
KABIN KARE INC	Permit Refund	\$	336.00
LABELLE PAUL	Home Improvement Grant Reimbursement	\$	6,143.00

LAWSON PRODUCTS INC	Mechanic shop supplies	\$	1,113.46
LAWSON PRODUCTS INC	Mechanic shop supplies	\$	58.40
LEXIPOL LLC	Lexipol policy yearly renewal	\$	20,308.22
LUEDTKE ANDREW	Remaining for Boots	\$	46.87
MADDEN GALANTER HANSEN	Attorney fees	\$	875.70
MARTIN MARIETTA MATERIALS	Disposal fee	\$	40.00
MARTIN MARIETTA MATERIALS	Disposal fee	\$	80.00
MEDPRO WASTE DISPOSAL LLC	Medical Waste Removal	\$	837.00
MENARDS - BLAINE	Parts for Well Houses	\$	22.58
MENARDS - BLAINE	Gaurd for gas valve	\$	172.00
MENARDS - BLAINE	Holiday Lights	\$	149.94
MENARDS - BLAINE	Event Supplies	\$	140.69
MENARDS - BLAINE	Well Parts/tools	\$	99.98
METRO SALES INCORPORATED	Copier Maintenance/Support	\$	1,780.94
METRO SALES INCORPORATED	Copier Maintenance/Support	\$	1,423.68
MIDWAY FORD COMPANY	Hoses/T-stat	\$	507.41
MIDWAY FORD COMPANY	Heat Shields	\$	20.79
MIDWAY FORD COMPANY	Heat Shields	\$	20.79
MINNEAPOLIS SAW COMPANY	Chainsaw chain sharpening	\$	272.00
MINNEAPOLIS SAW COMPANY	Throw line/bags	\$	159.00
MINNESOTA CHIEFS OF POLICE	2024 ETI Conference/Memberships	\$	212.00
MINNESOTA CHIEFS OF POLICE	2024 ETI Conference/Memberships	\$	212.00
MINNESOTA CHIEFS OF POLICE	2024 ETI Conference/Memberships	\$	212.00
MINNESOTA CHIEFS OF POLICE	2024 ETI Conference/Memberships	\$	525.00
MINNESOTA CHIEFS OF POLICE	2024 ETI Conference/Memberships	\$	550.00
MINNESOTA EQUIPMENT	Chain saw files	\$	22.46
MINNESOTA EQUIPMENT	Battery	\$	487.96
MINUTE MAKER SECRETARIAL	Council Minutes	\$	616.50
MINUTE MAKER SECRETARIAL	2023 Planning Commission Minutes	\$	159.00
NORDSTROM ARCHITECTURAL	Replace damaged ridge cap	\$	1,690.00
NR PROPERTIES INC	Partial Escrow Release	\$	90,287.88
OMBE FEYESO S	2023 Traffic Commission Attendance	\$	60.00
O'REILLY AUTOMOTIVE	Fuel Filter	\$	22.39
O'REILLY AUTOMOTIVE	Air Flow Sensor	\$	66.84
PHASOR ELECTRIC COMPANY	Insurance Claim	\$	360.00
QC DANCE INC	Fall classes	\$	2,060.00
ROAD MACHINERY & SUPPLIES	DPF Repair	\$	4,341.99
S&P GLOBAL RATINGS	2023A Bond Issuance Fees	\$	23,750.00
SAM'S CLUB/SYNCHRONY BANK	Food for Breakfast with Santa	\$	28.76
SBM FIRE DEPARTMENT	Vinyl Wrap on Trailer	\$	4,950.00
SCHINDLER ELEVATOR	CH Service repair	\$	599.90
SHERWIN-WILLIAMS COMPANY	Remove Graffiti	\$	77.77
SHORT ELLIOTT HENDRICKSON	2023 NW Area Street Recon	\$	11,693.78
SHORT ELLIOTT HENDRICKSON	Pleasure Creek	\$	24,281.87
SHORT ELLIOTT HENDRICKSON	Nat'l St Water Service Improve	\$	1,048.72
SUBURBAN TIRE WHOLESALE	Tires	\$	552.24
SUBURBAN TIRE WHOLESALE	Tires	\$	1,930.48

THE LEADERSHIP GROWTH GROUP	2023 Leadership Books	\$	96.72
THE LEADERSHIP GROWTH GROUP	2023 Leadership Books	\$	151.95
TOWMASTER INC	Plow Curb Runners/mounts	\$	26,815.00
TRI-STATE BOBCAT INC	Cover	\$	62.41
TRI-STATE BOBCAT INC	Chainsaw/Battery	\$	1,618.00
TRI-STATE BOBCAT INC	Insurance Claim	\$	2,068.26
TRI-STATE BOBCAT INC	Skid-Steer Loader	\$	43,883.17
TYLER BUSINESS FORMS	W-2 forms and envelopes	\$	367.94
ULINE	Office supplies	\$	632.95
US BANK	2023A Bond Issuance Fees	\$	850.00
USA BLUEBOOK (#657220)	Chemicals/Water testing	\$	1,442.80
VALLEY-RICH COMPANY INC	Water Main Break Repair	\$	28,477.74
VERITONE INC	Redaction software	\$	5,000.00
VERIZON WIRELESS	Telephone Service	\$	460.12
VOLUNTEERS OF AMERICA	Van Driver Meals-December 2023	\$	60.00
WALTERS RECYCLING & REFUSE INC	9469 Tyler st disposal	\$	237.09
WOLD TERRY	2023 Traffic Commission Attendance	\$	120.00
XTREME CUSTOM APPAREL	Uniforms Shirts	\$	84.00
ZAHL-PETROLEUM	Pump repair	\$	994.43
ZIMMERMAN DANIEL	Meal reimbursement for training	\$	59.17
		\$	1,007,515.21

CITY OF BLAINE

**SUBSET OF PAYMENTS BETWEEN \$20,000 AND \$50,000 FROM THE SCHEDULE OF BILLS PAID
APPROVED ON 1/17/2024 FOR PAYMENTS THE WEEK OF 12/29/2023**

Vendor Name	Description	Amount
LEXIPOL LLC	Lexipol policy yearly renewal	\$ 20,308.22
S&P GLOBAL RATINGS	2023A Bond Issuance Fees	\$ 23,750.00
SHORT ELLIOTT HENDRICKSON	Pleasure Creek	\$ 24,281.87
TOWMASTER INC	Plow Curb Runners/mounts	\$ 26,815.00
VALLEY-RICH COMPANY INC	Water Main Break Repair	\$ 28,477.74
BOLTON & MENK INC	SW Area St Reconstruction	\$ 43,507.50
TRI-STATE BOBCAT INC	Skid-Steer Loader	\$ 43,883.17
CRYSTEEL TRUCK EQUIPMENT	Equip remove/blast/paint	\$ 45,526.00

PAYROLL CHECKS & WIRE TRANSFERS

MONTH: DECEMBER 2023

PAYROLL CHECKS

<u>DATE</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
12/07/23	VENDOR CHECKS	CHECK # 79747-79751	\$4,626.59
12/07/23	EMPLOYEES	DIRECT DEPOSITS	\$614,803.78
12/21/23	VENDOR CHECKS	CHECK # 79752-79760	\$11,246.54
12/21/23	EMPLOYEES	DIRECT DEPOSITS	\$591,054.92

WIRE TRANSFERS

<u>DATE</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
12/07/23	STATE OF MINNESOTA	PAYROLL TAXES	\$42,125.35
12/07/23	I.R.S.	PAYROLL TAXES	\$185,951.86
12/07/23	P.E.R.A.	PAYROLL TAXES	\$185,894.68
12/07/23	USCM & 21st CENTURY	DEFERRED COMP & H.S.A	\$61,219.63
12/22/23	21ST CENTURY	CREDIT CARDS	\$19,439.20
12/20/23	STATE OF MINNESOTA	SALES TAX	\$37,775.00
12/21/23	STATE OF MINNESOTA	PAYROLL TAXES	\$40,674.06
12/21/23	I.R.S.	PAYROLL TAXES	\$180,641.67
12/21/23	P.E.R.A.	PAYROLL TAXES	\$181,442.68
12/21/23	USCM & 21ST CENTURY BANK	DEFERRED COMP & H.S.A	\$59,494.28
TOTAL			<u><u>\$2,216,390.24</u></u>



City of Blaine

City Council Workshop

January 3, 2024 | 5:30 PM
Blaine City Hall
10801 Town Square Drive NE
Blaine, MN 55449

MINUTES

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

The meeting was called to order by Mayor Sanders at 5:31PM.

2. Roll Call

PRESENT: Mayor Tim Sanders, Councilmembers Terra Fleming, Leslie Larson, Chris Massoglia, Tom Newland, Jess Robertson, and Lori Saroya (arrived at 5:41PM).

ABSENT: None.

Quorum Present.

ALSO PRESENT: City Manager Michelle Wolfe; Community Development Director Erik Thorvig; Safety Services Director/Police Chief Brian Podany; Finance Director Jason Zimmerman; Director of Engineering Dan Schluender; Senior Parks and Recreation Manager Jerome Krieger; Fire Chief Dan Retka; Crime Analyst Rebecca Florhaug; Police Captain Matt Carlson; City Attorney Tom Loonan; Communications Manager Ben Hayle; and City Clerk Catherine Sorensen.

3. New Business

3.1. 2024-001 SBM Fire Department - Quarterly Update
Sponsors: Dan Retka, Fire Chief

Fire Chief Retka provided the City Council with a quarterly update. He reviewed the calls for service from 2023, noting calls were on the rise. He stated he was proud of the fact the City's property loss was down 60% which he attributed to prevention and training efforts. He discussed the department's prevention efforts, noting his staff spent over 7,000 hours

interacting and educating the public last year. He provided further comment on the training, marketing and recruitment efforts that occurred within the SBM Fire Department. He explained the SBM Fire Department continues to oversee the Centennial Fire District. He stated he was proud of the fact SBM would be providing EMS training to numerous departments throughout the State, which would provide a new revenue stream. He updated the Council on how the duty crew model was progressing, noting the city would now have a consistent number of firefighters at Station 1 and Station 3. He explained he would continue to fine tune the duty crew in 2024. He thanked the Council for their continued support.

Mayor Sanders thanked Fire Chief Retka for his update and for serving the community well. He stated he appreciated the prevention efforts the SBM Fire Department pursued in 2023. Lastly, he thanked the SBM Fire Department for the Santa Parade noting he appreciated how involved the community was in this event. Fire Chief Retka stated this was a great event for the community and he appreciated the fact 38,000 pounds of food was donated this year.

Councilmember Saroya explained she believed the Santa Parade was a great event, but she asked what the SBM Fire Department was doing to reach other diverse communities. Fire Chief Retka indicated this was something the department was considering and commented on how the department was working with the new citizen's academy.

Councilmember Saroya stated she would be happy to meet with Fire Chief Retka in order to discuss her ideas of how to reach out to the diverse communities in Blaine. She questioned how the construction on TH65 would impact response times for the SBM Fire Department. Fire Chief Retka discussed how GIS would route trucks to major events through traffic. He commented further on how having duty crews in place would assist with improving response times.

Councilmember Fleming explained she recently attended the citizen's academy and noted this gave her a great appreciation for the service provided by the communities police officers and firefighters.

3.2. 2024-002 Police Department Overview of Crime Stats Within the City of Blaine
Sponsors: Rebecca Florhaug

Safety Services Director/Police Chief Podany stated the Police Department's Crime Analyst Rebecca Florhaug would be presenting an overview of crime statistics within Blaine and share a comparison of crime throughout the entire city broken down by Council wards and patrol districts. He commented further on how the city was broken down into districts and described how staff was broken down to patrol these districts and how resources were not deployed based on wards but on need such as calls for service and call volume.

Crime Analyst Florhaug reviewed in detail the crime statistics, including call activity, from 2023 with the Council.

Captain Carlson discussed how the recent staffing study and increase in calls for service led

to the hiring of two additional officers for the department. He reported these officers were being utilized from 10:00AM to 10:00PM, which was when calls were heaviest.

Police Chief Podany commented on how the department makes adjustments to districts based on calls for service or call volume in particular areas. He explained the department would continue to focus on the Northtown Mall area, noting he understands people need to feel safe in this area.

Mayor Sanders thanked the department for their efforts and for this detailed presentation on calls for service.

Councilmember Newland inquired if the National Sports Center was a hot spot for police calls. Police Chief Podany explained the police were at the NSC directing traffic for special events, but noted there were not a lot of calls for service, except for medical calls or thefts from vehicles.

Councilmember Newland asked what was the biggest increase in calls for service. Police Chief Podany stated mental health calls have seen the biggest increase year after year. He noted these calls were not a crime, but could be linked to a crime or volatile situation.

Councilmember Larson questioned if drug calls were on the rise. Police Chief Podany reported overdose deaths were going down for the department because Narcan was more available in the community.

Councilmember Saroya inquired if lighting has an impact on crime and asked if street lighting should be improved in some of the older neighborhoods in Blaine. Police Chief Podany stated lighting can have an impact on crime, noting the cover of darkness only helps thieves.

Councilmember Saroya questioned if a crime prevention town hall meeting could be scheduled. Police Chief Podany stated he was looking into hosting a town hall event.

Councilmember Saroya asked if the city had neighborhood watch groups. Police Chief Podany indicated there were neighborhoods that still had block captains in place. He commented further on how the department was working to engage with the public more through social media.

Councilmember Massoglia inquired how many patrol officers were working from 6:00AM to 10:00PM and then from 10:00PM to 6:00AM. Captain Carlson reported the department has a minimum of five officers on the street at all times, with at least one sergeant. He noted this minimum of five was supplemented by the power shift, a retail car and a traffic car. Police Chief Podany stated at night the department had a DUI car on patrol.

4. Other Business

- 4.1.** 2024-003 2024 Council Liaison Appointments
 Sponsors: Cathy Sorensen, City Clerk

City Clerk Sorensen requested the Council review the appointment list prior to approval of appointments on the City Council agenda.

Mayor Sanders stated for the most part the appointments would remain the same with the exception of Councilmember Fleming being appointed to the Twin Cities Gateway Board.

Councilmember Saroya indicated she was interested in serving as a representative to the city, even as an alternate then asked why some councilmembers were allowed to serve while others were not.

Mayor Sanders explained the choices were based off past precedent and where the city was at. He stated he has not heard a direct interest from Councilmember Saroya.

Councilmember Saroya stated she spoke at the very first meeting in January 2023, noting she would be open to serving in any capacity. She did not believe it was fair that some councilmembers were serving on multiple committees while two councilmembers were being excluded. She asked what Twin Cities Gateway was and questioned why Councilmember Fleming was selected.

Mayor Sanders explained Councilmember Fleming had expressed interest in this organization, noting Twin Cities Gateway served as the city's visitors bureau.

Councilmember Larson thanked Councilmember Saroya for bringing this up, but noted she understood she was new to the council. She stated she would be willing to learn if an opportunity were to arise.

Councilmember Saroya asked if any feedback would be taken, or would this list be approved by the Council at tonight meeting.

Mayor Sanders stated this list of appointments would be his recommendation.

5. Adjournment

City Attorney Loonan explained he would be out for the month of January through early February and that Eric Larson and Kevin Sandstrom would be serving as his backups during this time.

Ms. Wolfe discussed how there has been a rise in the use of social media and noted she has received a fair number of questions regarding the proper use of social media.

Communications Manager Hayle provided the Council with information on best practices for government use of social media.

Mr. Loonan explained these restrictions come as an extension to the first amendment. He reported as elected officials, councilmembers were an extension of government. He stated councilmembers were to have separate personas, one being personal and the other being public as an elected official. He reported staff was available to provide guidance, but staff did not enforce the policy. He commented on a supreme court case that could provide additional guidance on how social media should be managed by elected officials. He stated once a verdict comes down, he would report back to the city council.

Councilmember Saroya encouraged City Attorney Loonan to review the Ward 1 group that she and Councilmember Newland were a part of. She explained she was not an administrator of this group, nor was Councilmember Newland. Mr. Loonan reported he would be willing to do this. He stated one of the problems with these groups is if a quorum of councilmembers became a part of this group.

Councilmember Saroya indicated she has no control over the group and noted only two councilmembers were a part of the Ward 1 group.

The workshop was adjourned at 6:56PM.



City of Blaine

City Council

January 3, 2024 | 7:00 PM
Blaine City Hall
10801 Town Square Drive NE
Blaine, MN 55449

MINUTES

1. Call to Order by the Mayor

The meeting was called to order at 7:08PM by Mayor Sanders followed by the Pledge of Allegiance and the Roll Call.

2. Pledge of Allegiance

3. Roll Call

PRESENT: Mayor Tim Sanders, Councilmembers Terra Fleming, Leslie Larson, Chris Massoglia, Tom Newland, Jess Robertson and Lori Saroya.

ABSENT: None.

Quorum Present.

ALSO PRESENT: City Manager Michelle Wolfe; Community Development Director Erik Thorvig; Safety Services Director/Police Chief Brian Podany; Finance Director Jason Zimmerman; Director of Engineering Dan Schluender; Senior Parks and Recreation Manager Jerome Krieger; Police Captain Matt Carlson; City Attorney Tom Loonan; Communications Manager Ben Hayle; and City Clerk Catherine Sorensen.

4. Awards - Presentations - Organizational Business

- 4.1.** RES 24-4 Mission Statement Affirming Council/Staff Responsibilities
Sponsors: Michelle Wolfe, City Manager

City Manager Wolfe stated Council is asked to adopt the annual resolution affirming Council/staff responsibilities.

Moved by Councilmember Robertson, seconded by Councilmember Massoglia, to adopt the Mission Statement Affirming Council/Staff Responsibilities.

Motion adopted unanimously.

4.2. RES 24-5 Rules of Procedure and Quorum - Order of Business
Sponsors: Cathy Sorensen, City Clerk

City Clerk Sorensen stated Council is asked to adopt the annual rules of procedure and quorum - order of business. She noted these rules were revised in October and staff was recommending approval as presented.

Moved by Councilmember Massoglia, seconded by Councilmember Robertson, to adopt the Rules of Procedure and Quorum - Order of Business.

Councilmember Newland explained the proposed amendments made by staff in August 2023 were hybrid in nature and sufficient and did not support the changes ultimately adopted, therefore be voting against this motion.

Motion adopted 6-1 (Councilmember Newland opposed).

4.3. 2024-004 Designate Official Newspapers for 2024
Sponsors: Cathy Sorensen, City Clerk

Ms. Sorensen explained that State law and city code require that the Council designate a single newspaper as its official newspaper. Due to occasional publication deadlines that could impact scheduling an agenda item before the Planning Commission or City Council, staff is recommending that Council designate both the Blaine/Spring Lake Park/Columbia Heights/Fridley Life and Star Tribune as the official newspapers for 2024.

Moved by Councilmember Newland, seconded by Councilmember Fleming, to Designate Official Newspapers for 2024.

Motion adopted unanimously.

4.4. 2024-005 Recording Secretary Service Agreement for 2024
Sponsors: Cathy Sorensen, City Clerk

Ms. Sorensen stated Minute Maker Secretarial transcribes meeting minutes for all council, EDA, boards and commissions and posts approved minutes for viewing on the City's webpage. The agreement reflects their fees for all recording services and extends the expiration date to December 31, 2024.

Moved by Councilmember Newland, seconded by Councilmember Massoglia, to approve the Recording Secretary Service Agreement for 2024.

Motion adopted unanimously.

4.5. 2024-006 Appointment of Liaisons to Various Boards and Commissions
Sponsors: Cathy Sorensen, City Clerk

Ms. Sorensen stated each year the City Council designates Council and/or staff liaisons to serve on various boards and commissions throughout the year.

Moved by Mayor Sanders, seconded by Councilmember Newland, to approve the Appointment of Liaisons to Various Boards and Commissions as presented with an amendment appointing Councilmember Fleming to Twin Cities Gateway in place of Commissioner Jeppson.

Councilmember Saroya shared concerns with the fact that two councilmembers have not been appointed to any boards or commissions. She explained she voiced this same concern on January 4, 2023 and was told new councilmembers had to wait a year to be appointed to various boards and commissions. She reported she has waited a year and was still not being appointed and was of the opinion some councilmembers were being excluded.

Motion adopted 6-1 (Councilmember Saroya opposed).

4.6. 2024-007 Adoption of the Official City of Blaine Flag
Sponsors: Ben Hayle, Communications Manager

Communications Manager Hayle stated in 2022, staff worked to redesign the city flag. The previous flag had an old city logo and color scheme. The redesigned flag was shared with the council for feedback. After receiving no initial feedback, the new flag was ordered. Staff and Council agreed to fly the new flag starting in late 2022. Now that the new flag has been integrated into City business, it is recommended the flag be officially adopted by the City Council.

Moved by Councilmember Fleming, seconded by Councilmember Larson, to adopt the Official City of Blaine Flag.

Councilmember Robertson recommended in the future that new things not be integrated into the city and then approved by the council at a later date. She suggested a more engaged process be followed in the future to have matters approved by the council prior to integration.

Councilmember Newland agreed with Councilmember Robertson and questioned if the city needed an official flag. He supported the city using the American flag only at city hall and not incorporate the city flag.

Motion adopted unanimously.

5. Communications

Mayor Sanders and Councilmember Massoglia recognized the 34-year career of North Metro TV Executive Director Heidi Arnson and thanked her for her commitment to the community. Mayor Sanders wished Ms. Arnson a long and healthy retirement.

6. Open Forum

Open Forum is an opportunity for the public to present an issue or concern to City Council. There is a maximum of fifteen minutes set aside for open forum. Each presentation should be limited to no more than three minutes. If your item needs follow-up from the City, staff will arrange for that follow-up and will contact you to let you know what is being done. Thank you for coming this evening.

Mayor Sanders opened the Open Forum at 7:20PM.

There being no input, Mayor Sanders closed the Open Forum at 7:20PM.

7. Adoption of Agenda

The agenda was adopted as presented.

8. Approval of Consent Agenda:

All items listed under the "Consent Agenda" are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

Moved by Councilmember Robertson, seconded by Councilmember Newland, that the following items on the Consent Agenda be approved.

Motion adopted unanimously.

8.1. 2024-008 Schedule of Bills Paid
 Sponsors: Jason Zimmerman, Finance Director

8.2. 2024-009 Approval of Minutes
 Sponsors: Cathy Sorensen, City Clerk

8.3. RES 24-6 Designate Official City Depositories for 2024
 Sponsors: Jason Zimmerman, Finance Director

8.4. RES 24-7 Designate the Finance Director to Make Electronic Funds Transfers

Sponsors: Jason Zimmerman, Finance Director

- 8.5.** 2024-010 Acknowledgment of Financial Contributions of Organizations Conducting Lawful Gambling

Sponsors: Jason Zimmerman, Finance Director

- 8.6.** 2024-011 Approve Payment to Insight Public Sector for Microsoft Enterprise Agreement Annual License Renewal.

Sponsors: Jason Zimmerman, Finance Director

- 8.7.** RES 24-8 Resolution to Declare Cost to be Assessed, Order Preparation and Call for Hearing on Proposed Assessment for 2022 Street Reconstructions, Improvement Project No. 22-04

Sponsors: Daniel Schluender, Director of Engineering

- 8.8.** RES 24-9 Resolution Approving State of Minnesota Joint Powers Agreements with the City of Blaine on Behalf of its City Attorney and Police Department.

Sponsors: Brian Podany, Safety Services Manager/Police Chief

9. 7:00 PM - Public Hearing and Items Published for a Certain Time

- 9.1.** RES 24-10 Order Improvement and Order Preparation of Plans and Specifications for the 2024 Northwest Area Street Reconstructions, Improvement Project No. 24-05

Sponsors: Daniel Schluender, Director of Engineering

Director of Engineering Schluender stated Council is asked to conduct the public hearing and consider ordering the improvements and preparation of the project plan and specification for the 2024 Northwest Area Street Reconstruction. Staff reviewed the streets included in the improvement project. The proposed project will generally involve reconstructing the existing road by removing the existing pavement and installing new pavement. Spot replacement of damaged curb and gutter will also occur. In addition, storm sewer improvements and minor water main work will occur in certain areas. The estimated cost of these proposed improvements is \$3,191,442 with \$650,302 to be assessed to the benefiting properties over a 15-year period. The remaining project cost is proposed to be funded with \$1,647,736 from City Pavement Management Plan funds, \$164,899 from City Public Utility Funds, \$101,714 from City Storm Water Utility Funds, and \$626,793 from State Aid Funds. The proposed project is necessary, cost-effective, and feasible and will result in a benefit to the properties proposed to be assessed.

Mayor Sanders opened the public hearing at 7:25PM.

There being no public input, Mayor Sanders closed the public hearing at 7:25PM.

Moved by Councilmember Massoglia, seconded by Councilmember Larson, to Order Improvement and Order Preparation of Plans and Specifications for the 2024 Northwest Area Street Reconstructions, Improvement Project No. 24-05.

Councilmember Saroya shared concerns with burdening residents with the 35% street assessment costs and stated she desired to lower the assessment rate. She explained there were people in her ward that were unemployed, single mothers, and veterans and these individuals could not afford an \$8,000 assessment. Mr. Schluender explained the current assessment policy charges residents 35% with the remaining 65% being paid for by the city. He reported the council has discussed the assessment policy over the past year but no consensus was reached to change the current policy or assessment rate.

Councilmember Newland noted this street improvement project was not within Ward 1 but located in Wards 2 and 3.

Motion adopted 6-1 (Councilmember Saroya opposed).

9.2. RES 24-11 Order Improvement and Order Preparation of Plans and Specifications for the 2024 Pleasure Creek Area Street Reconstructions, Improvement Project No. 24-06

Sponsors: Daniel Schluender, Director of Engineering

Mr. Schluender stated Council is asked to conduct the public hearing and consider ordering the improvements and preparation of the project plan and specification for the 2024 Pleasure Creek Area Street Reconstruction. Staff reviewed the streets within the project area. The proposed project will consist of the following work for each project area:

Area 1 is proposed to be reconstructed with full depth bituminous pavement removal, bituminous curb removal, installation of concrete curb and gutter, new bituminous pavement, storm sewer improvements, spot water main repair, and appurtenant construction.

Area 2 is proposed to be reconstructed with full depth bituminous pavement removal, spot concrete curb and gutter replacement, new bituminous pavement, minor storm sewer improvements, spot water main repair, and appurtenant construction.

Mr. Schluender explained the estimated cost of these proposed improvements is \$6,572,381 with \$1,303,843 to be assessed to the benefiting properties over a 15-year period. Replacement of existing sanitary sewer castings/rings at an estimated cost of \$184,470 and replacement of malfunctioning gate valves and broken access valve boxes at an estimated cost of \$385,099 is proposed to be paid for by City Public Utility Funds. The remaining portion of \$4,698,969 is proposed to be paid from the City's Pavement Management Program Fund. The proposed project is necessary, cost-effective, and feasible and will result

in a benefit to the properties proposed to be assessed.

Mayor Sanders opened the public hearing at 7:32PM.

Josh Tyra, 324 Territorial Road, expressed concerns with the proposed assessments and reported there were many residents in his neighborhood that could not afford to pay the assessed amount. He understood that he needed a new road but asked the city to find a new way to cover roadway expenses through the property taxes residents are already paying.

There being no further public input, Mayor Sanders closed the public hearing at 7:40PM.

Moved by Councilmember Newland, seconded by Councilmember Fleming, to Order Improvement and Order Preparation of Plans and Specifications for the 2024 Pleasure Creek Area Street Reconstructions, Improvement Project No. 24-06.

Councilmember Newland stated as a Ward 1 representative, the main concerns he heard from constituents was for the city to properly maintain the roads and waterlines. He noted this was an older portion of the city that was in need of reinvestment for the benefit of the surrounding residents. He indicated the assessment amount paid by residents was a fraction of the expense taken on by the city for these projects. He stated he would be supporting this project moving forward.

Councilmember Saroya reported this project was in Ward 1 and shared concerns about burdening residents with the 35% assessment costs. She believed there was a difference in affordability levels when it came to assessment levels throughout the community and noted she would not be supporting this project moving forward.

Councilmember Fleming asked how much residents would be paying over 15 years in order to pay off their street improvement assessment. Mr. Schluender stated residents would be paying approximately \$38 per month.

Councilmember Saroya explained this may seem like a small amount but for elderly people living on a fixed income this was a burden. She shared comments regarding how people from The Lakes with unlimited budgets were making decisions for people who were struggling financially and did not believe this was fair.

Councilmember Newland reported it was not people from The Lakes making decisions but rather councilmembers elected to make these decisions. He encouraged Councilmember Saroya to not segment the city because it was not helpful then explained dollars were set aside each year to assist with covering the expense of roadway improvements. He reported if the city were to cover 100% of all future street improvement projects, taxes would have to be raised, which would be a burden for all residents. He stated this was discussed last year and the council opted not to proceed in this manner. He indicated he supported this project moving forward because it was an investment in the city's infrastructure.

Mayor Sanders requested Mr. Schluender provide further comment on the city's assessment policy. Mr. Schluender discussed the city's assessment policy along with the requirements that have to be followed per State Statute. He explained the city is not able to

assess more than the benefit to a parcel then provided further comment on the project timeline.

Mayor Sanders confirmed assessment amounts have to be uniform and equal across the city.

Councilmember Larson explained she was the newest member to council and that her understanding was there was not one specific guideline for assessment policies but rather each city operated in the manner they saw best for their community. She reported if the city were to not assess, then taxes would have to increase for all residents to make up the difference.

Motion adopted 6-1 (Councilmember Saroya opposed).

10. Development Business

- 10.1. RES 24-12** Resolution Granting a Conditional Use Permit to Operate an Approximately 3,000 Square Foot Indoor Playground in a Community Commercial (B-2) Zoning District at 1250 126th Avenue NE, #400. Indoor Playground (MN Events LLC) (Case File No. 23-0081/SLK)
Sponsors: Sheila Sellman, City Planner

Community Development Director Thorvig stated the applicant is requesting to open an approximately 3,000 square foot indoor playground for children under the age of 10 years old. Staff commented further on the proposed business plan. It was noted the Planning Commission reviewed this matter, held a public hearing and recommended approval of the request.

Moved by Councilmember Newland, seconded by Councilmember Fleming, to adopt a Resolution Granting a Conditional Use Permit to Operate an Approximately 3,000 Square Foot Indoor Playground in a Community Commercial (B-2) Zoning District at 1250 126th Avenue NE, #400.

Councilmember Fleming stated she met the applicant when she brought her first concept to council and commended Ms. Rice for working with the city to find a business model that will work at this site. She stated she supported this idea and wished Ms. Rice all the best in her new venture.

Councilmember Massoglia agreed this was a great business concept for this space.

Councilmember Saroya stated she really liked this project and questioned if this space would be used for birthday parties then inquired why the space was shifted to an indoor playground and away from an event center. Michelle Rice, applicant, explained she shifted away from the event center because the cost for the additional parking spaces was over \$78,000. She stated this led her to pursue a new business model for the space.

Councilmember Saroya asked if the applicant was willing to share the monetary loss she has

incurred due to having to meet city requirements for the project. Ms. Rice reported she was not comfortable sharing this number, but indicated there has been an impact. She stated she understood an event center was not the right fit for this shopping center and looked forward to bringing an indoor playground to Blaine.

Motion adopted unanimously.

11. Administration

- 11.1. RES 24-13** Resolution Accepting a Bid from Levanen Underground, LLC in the amount of \$77,281.50 for the National Street Water Services Project, Improvement Project No. 23-23

Sponsors: Daniel Schluender, Director of Engineering

Mr. Schluender stated this item would accept a bid and approve a contract with Levanen Underground, LLC for the proposed National Street Water Services Project. The project consists of sealing the existing private wells, directionally drilling new water services to connect to the City water main, reestablishing service to the dwellings, and restoration of the disturbed areas. Staff commented on the project specifications further and recommended approval.

Moved by Councilmember Robertson, seconded by Councilmember Fleming, to adopt a Resolution Accepting a Bid from Levanen Underground, LLC in the amount of \$77,281.50 for the National Street Water Services Project, Improvement Project No. 23-23.

Councilmember Newland asked when the new connections would be in place. Mr. Schluender anticipated the project would be done by the end of February.

Motion adopted unanimously.

- 11.2. 2024-012** Motion to Authorize the Mayor and City Manager to Enter into a Contract with Short Elliott Hendrickson, Inc. (SEH) for Professional Design and Construction Services for the 2024 Pleasure Creek Area Street Reconstruction Improvement Project, Improvement Project No. 24-06

Sponsors: Daniel Schluender, Director of Engineering

Mr. Schluender stated Council is requested to approve a contract with Short Elliott Hendrickson, Inc. (SEH) for professional services for final design and construction services for the 2024 Pleasure Creek Area Street Reconstructions, Improvement Project No. 24-06, in the amount of \$527,344.00 with a 10% contingency.

Moved by Councilmember Newland, seconded by Councilmember Massoglia, to Authorize the Mayor and City Manager to Enter into a Contract with Short Elliott Hendrickson, Inc. (SEH) for Professional Design and Construction Services for the 2024 Pleasure Creek Area Street Reconstruction Improvement Project, Improvement Project No. 24-06.

Motion adopted unanimously.

- 11.3.** 2024-013 Authorizing the Acquisition of Right-of-Way Consistent with State Law for the Ulysses Street and 117th Avenue Roundabout Project, Improvement Project 23-09
Sponsors: Daniel Schluender, Director of Engineering

Mr. Schluender stated the City Council previously authorized the design and preparation of plans and specifications for improvements to the Ulysses Street and 117th Avenue intersection. The design proposes a roundabout to be constructed at this intersection to provide the best level of service and safety. The proposed improvements require right-of-way as well as permanent and temporary easements to be acquired from adjacent landowners to complete the project as designed. The pending project and need for additional right-of-way and easements has been discussed with the property owners, and they are willing to consider offers for these acquisitions. An appraisal was done and a price of \$900 was negotiated with the Kwik Trip property at 11736 Ulysses Street.

Moved by Councilmember Newland, seconded by Councilmember Massoglia, to Authorize the Acquisition of Right-of-Way Consistent with State Law for the Ulysses Street and 117th Avenue Roundabout Project, Improvement Project 23-09.

Councilmember Massoglia commented on recent concerns that were raised by a resident and asked if roundabouts delay emergency response. Mr. Schluender explained with every intersection control type there was some delay experienced by any emergency vehicle. He explained the existing intersection was a four-way stop sign. He reported police and fire were not allowed to drive through stop signs or traffic signals, but rather were required to slow or stop before proceeding through the intersection. He stated he has not found a study that shows roundabouts were less efficient for emergency vehicles.

Safety Services Director/Police Chief Podany stated he believed the differences between intersections were nominal. He indicated from a safety standpoint, he supported roundabouts because drivers had to focus more. He noted the number of crashes tend to be lower within roundabouts than at signalized intersections. He stated he reached out to the resident that brought up this concern and spoke with him further regarding this matter.

Motion adopted unanimously.

- 11.4.** 2024-014 Accept Quotes for Playground Equipment from Landscape Structures and Playground Installation by Flagship Recreation at Colony Preserve Park
Sponsors: Jerome Krieger, Sr. Recreation Manager

Senior Parks and Recreation Manager Krieger stated pursuant to the City's purchasing rules, the staff is bringing forward the quotes for playground equipment from Landscape Structures and playground installation by Flagship Recreation at Colony Preserve Park. Staff commented on the work that would be done at Colony Preserve Park and recommended

the Council accept the quotes.

Moved by Councilmember Robertson, seconded by Councilmember Fleming, to Accept Quotes for Playground Equipment from Landscape Structures and Playground Installation by Flagship Recreation at Colony Preserve Park.

Councilmember Larson explained she appreciated how all of the parks in Blaine were different and commended staff for their efforts to bring forward a new plan for Colony Preserve Park.

Councilmember Saroya agreed, stating she appreciated the time and effort staff spent on the new park plans.

Motion adopted unanimously.

- 11.5.** 2024-015 Accept Quotes for Playground Equipment from Landscape Structures and Playground Installation by Flagship Recreation at Lakeside Park
Sponsors: Jerome Krieger, Sr. Recreation Manager

Mr. Krieger stated pursuant to the City's purchasing rules, the staff is bringing forward the quotes for playground equipment from Landscape Structures and playground installation by Flagship Recreation at Lakeside Park. Staff commented on the work that would be done at Lakeside Park and recommended the Council accept the quotes.

Moved by Councilmember Newland, seconded by Councilmember Robertson, to Accept Quotes for Playground Equipment from Landscape Structures and Playground Installation by Flagship Recreation at Lakeside Park.

Motion adopted unanimously.

- 11.6.** 2024-016 Accept Quotes for Playground Equipment from Landscape Structures and Playground Installation by Flagship Recreation at West Lake Park
Sponsors: Jerome Krieger, Sr. Recreation Manager

Mr. Krieger stated pursuant to the City's purchasing rules, the staff is bringing forward the quotes for playground equipment from Landscape Structures and playground installation by Flagship Recreation at West Lake Park. Staff commented on the work that would be done at West Lake Park and recommended the Council accept the quotes.

Moved by Councilmember Larson, seconded by Councilmember Robertson, to Accept Quotes for Playground Equipment from Landscape Structures and Playground Installation by Flagship Recreation at West Lake Park.

Motion adopted unanimously.

12. Other Business

Councilmember Massoglia and Councilmember Fleming requested staff schedule review of the rules of order and procedure and council code of conduct to a workshop meeting in January or February.

13. Adjournment

Moved by Councilmember Robertson, seconded by Councilmember Newland, to adjourn the meeting at 8:14PM.

Motion adopted unanimously.



City of Blaine Staff Report

File Number: RES 24-20

Agenda Date	Status
January 17, 2024	
In Control	File Type
City Council	Resolution

Approval of Consent Agenda: - Erik Thorvig, Community Development Director

Agenda Item # 8.3

Approval of Minnesota Investment Fund Application in Connection with City of Blaine EDA for the Chandler Industries Project

Executive Summary

Background

On December 18, 2023, the Blaine EDA held a public hearing and approved a resolution supporting an application to the Minnesota Department of Employment and Economic Development for a loan through the Minnesota Investment Fund (MIF). DEED has informed city staff that a resolution must also be passed by the city council.

Chandler Industries is a privately owned multi-site contract manufacturer of precision machined and fabricated sheet metal components and assemblies. Chandler was founded in 1962 by Chandler Olsen in Montevideo, MN. After two subsequent ownership changes, it was acquired in April 2011 by Arch Equity Partners, a private investment firm located in St. Louis, MO who formed Chandler Investment Group (CIG), which owns Chandler Industries, Inc. After the initial acquisition of Chandler, the company expanded its operations by acquiring 4 additional businesses in Minnesota. In 2023, Chandler consolidated its Minneapolis and Bethel divisions into a single new division in Blaine at the new Blaine 35 project located at 35W and County Road J. The Blaine division also serves as Chandler's corporate headquarters. Chandler currently serves customers in the aerospace, defense, industrial, medical, space and semiconductor, and electronic connector markets. Chandler employs approximately 300 people across all divisions.

The request for Minnesota Investment Fund assistance will assist in 3 primary areas – Machining, Assembly, and Quality. The project requires two large capital expenditure investments – \$395,990 for a Haas VF-9 and \$627,998 for a DMG DMU-50. The machining will take place in Chandler Industries' existing 100,000 SF leased facility, with approximately 1,000 SF used for each machine cell. Required leasehold improvements will primarily be for machine installation and work-cell setup and will not

exceed \$50,000. In addition to the capital expenditures, Chandler will expand the assembly and quality teams and work areas to support the increased volume by 10 jobs.

Chandler Industries has been working with the City of Blaine and the Minnesota Department of Employment and Economic Development (DEED) to help identify programs that can assist with these expenditures. Chandler is proposing to finance the project with a combination of bank financing and a \$304,000 loan from the Minnesota Investment Fund (MIF), a DEED Program. The MIF provides financing to help add new workers and retain high-quality jobs on a statewide basis in manufacturing and technology-related industries. The MIF loan application is prepared and submitted by City staff and funds are awarded to the local unit of government (EDA) who provides the loan to the eligible business. Therefore, the City will act as a pass-through and administrator for the loan.

The MIF loan amount requested is \$304,000. The Blaine EDA set the interest rate at 0%, consistent with other MIF loans in the state, at the December 18, 2023 EDA meeting. The no/low interest rate of MIF is attractive for businesses. The term is 7 years. This project is repayable only and does not qualify for partial loan forgiveness. The MIF loan is backed by collateral which will be collected in the event of default.

Staff has been working diligently with DEED and Chandler Industries to complete the application process. Assuming the resolution is approved, the application will be completed. If the loan is approved, Chandler will begin hiring and capital expenditures immediately.

Strategic Plan Relationship

Not applicable.

Board/Commission Review

Not applicable.

Financial Impact

The loan is through the State of Minnesota and there is no financial impact to the City of Blaine.

Public Outreach/Input

Not applicable.

Staff Recommendation

By motion, adopt the Resolution.

Attachment List

None



City of Blaine

Signature Copy

Resolution: RES 24-20

Approval of Minnesota Investment Fund Application in Connection with City of Blaine EDA for the Chandler Industries Project

WHEREAS, the City of Blaine, Minnesota (the "City"), desires to assist Chandler Industries which is proposing Capital Expenditures and job creation expenditures in the City; and

WHEREAS, the City of Blaine understands that Chandler Industries through and with the support of the City of Blaine wishes to apply or has applied to the Minnesota Department of Employment and Economic Development's Minnesota Investment Fund Program for project financing; and

WHEREAS, the City of Blaine held an Economic Development Authority meeting on December 18, 2023 to consider this matter; and approved a resolution supporting the application.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Blaine supports application to the Minnesota Investment Fund by the Blaine EDA to assist with this project.

PASSED by the City Council of the City of Blaine this 17th day of January, 2024.



City of Blaine

Staff Report

File Number: 2024-028

Agenda Date	Status
January 17, 2024	
In Control	File Type
City Council	Motion

Approval of Consent Agenda: - Daniel Schluender, Director of Engineering

Agenda Item # 8.4

Motion to Authorize Change Order No. 1 in the Amount of \$204,973.19 for the Lift Station 13 Force Main Replacement - Phase 1, Improvement Project No. 21-30

Executive Summary

The Lift Station 13 Force Main Replacement - Phase 1 improvement project was awarded to Douglas-Kerr Underground, LLC at the May 15, 2023 council meeting with a total authorized budget of \$1,192,140.00. The attached change order, for \$204,973.19 is for additional work that resulted from a redesign and field changes due to a conflict with a 6-inch gas main.

Background

A conflict with the proposed sanitary sewer main and 6-inch high-pressure gas main located under 95th Avenue was discovered after the project was bid and awarded. This conflict resulted in the need to redesign the elevation of the sanitary sewer main, lowering it approximately one foot to pass below the gas main elevation. The new lower proposed sewer elevation resulted in significant additional work and costs for the contractor as the entire approximately 1,530 linear feet of sanitary sewer main had to be installed deeper than planned. Some of the major additional work and costs were associated with unplanned potholing (two times), traffic control and patching required on 95th Avenue to verify gas main and sewer elevations for the crossing, additional dewatering setup, resetting the jacking pit and associated equipment lower, additional precast manhole sections and extra time spent excavating additional soils and then moving the additional excavated soils within the tight confines of the project corridor.

Staff worked closely with the contractor to track the additional time and materials required during construction and has reviewed the change order for accuracy. The approved contract amount was \$1,083,764.60 and the Council approved an additional 10% contingency to bring the total authorized budget to \$1,192,140.00. Change Order No.1 exceeds the authorized budget amount and thus staff is requesting that Council approve Change Order No. 1 and amend the total authorized budget amount to \$1,397,114.

Strategic Plan Relationship

This action relates directly to the City of Blaine Strategic Plan Item No. 6 - Well Maintained Infrastructure management.

Board/Commission Review

Not applicable

Financial Impact

The 2023 CIP appropriated \$6,000,000 for the Lift Station #13 improvement project. Financing for the project will come from an allocation of the city's American Rescue Plan Act (ARPA) funding as approved by council, as well as proceeds from the 2023A revenue bond that was sold on December 4.

This project was listed in information provided to the City Council at previous budget discussion work sessions and was adopted as part of the 2023 capital budgets.

Sanitary Sewer Fund Budget

Lift Station #13 Project	\$6,000,000
Pump Procurement	(\$283,860)
Douglas Kerr Contract (Phase 1)	(\$1,192,140)
Douglas Kerr Change Order No. 1	(\$204,973)
Remaining Appropriations	\$4,319,027

Public Outreach/Input

Not applicable

Staff Recommendation

By motion, approve Change Order No. 1 in the amount of \$204,973.19 and amend the total contract budget to \$1,397,114.00, and authorize the Director of Engineering to sign said Change Order No. 1.

Attachment List

1. 21-30 Change Order 1



CHANGE ORDER NO. 1

CITY OF BLAINE ■ ENGINEERING DEPARTMENT

DATE: January 3, 2024
PROJECT NO.: 21-30
PROJECT NAME: Lift Station 13 Force Main Replacement – Phase 1

DESCRIPTION OF WORK PERFORMED:

A conflict with the proposed sanitary sewer main and 6" high-pressure gas main at 95th Avenue was discovered after the project was awarded. This resulted in re-design efforts, potholing the gas main (which required dewatering), and bituminous patching 95th Avenue. Potholing efforts of the gas main occurred twice; initially to verify exact location during re-design efforts and again during installation of the sanitary sewer casing.

The re-design efforts due to the above gas main conflict resulted in the original sanitary sewer design being lowered approximately 2 feet which required additional dewatering, excavation/crew time, storm sewer removal and replacement, and sanitary sewer manhole sections.

Existing sanitary sewer pipe on the south end of the project was shown as a different pipe material in the plans which resulted in the contractor ordering additional materials to fabricate the connection between the new and existing sanitary sewer pipe.

ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	AMOUNT
1	Mobilization (Potholing)	LS	1.00	\$5,600.00	\$5,600.00
2	Crew Rate (Potholing)	HR	18.50	\$600.00	\$11,100.00
3	Dewatering (Potholing)	LS	1.00	\$10,550.00	\$10,550.00
4	Bituminous Patch (Potholing)	SY	61.694	\$99.75	\$6,153.98
5	Mill Edges (Potholing)	LS	1.00	\$200.00	\$200.00
6	48" Manhole Section – 1 Foot (Coated)	EA	5.00	\$1,205.65	\$6,028.25
7	48" Manhole Section – 2 Foot (Coated)	EA	1.00	\$1,505.65	\$1,505.65
8	96" Manhole Section – 1 Foot (Coated)	EA	1.00	\$3,297.65	\$3,297.65
9	Extra Dewatering	LS	1.00	\$33,935.00	\$33,935.00
10	Extra Depth Digging (1-2 Feet)	LF	1,792.00	\$11.65	\$20,876.80
11	Extra Crew Time (Pipe Crew)	HR	14.00	\$1,360.00	\$19,040.00
12	Extra Crew Time – Job Supervisor w/ Truck	HR	50.00	\$125.00	\$6,250.00
13	Extra Crew Time – Low Boy	HR	6.00	\$200.00	\$1,200.00

14	Extra Crew Time – Mechanic w/ Truck	HR	3.00	\$150.00	\$450.00
15	Extra Crew Time – Iowa Trenchless	HR	22.50	\$888.55	\$19,992.38
16	Extra Box Rental	LS	1.00	\$6,010.40	\$6,010.40
17	Extra Sanitary Sewer Materials & Restocking Fees	LS	1.00	\$8,407.78	\$8,407.78
18	Extra Storm Sewer Materials	LS	1.00	\$25,091.72	\$25,091.72
19	Cold Weather Concrete Extra Charge	LS	1.00	\$1,543.00	\$1,543.00
20	Extra Traffic Control	LS	1.00	\$13,848.78	\$13,848.78
21	Signage Installation	LS	1.00	\$3,891.80	\$3,891.80
				Total:	\$204,973.19

Original Contract Amount \$ 1,083,764.60

Change Order No. 1 Contract Increase \$ 204,973.19

Amended Contract Amount \$ 1,288,737.79

This is to certify that the items of work shown above in this Change Order have been actually furnished for the work comprising the above-mentioned project in accordance with this Change Order and project plans and specifications heretofore approved.

CITY OF BLAINE

By_____

Title_____

Date_____

CONTRACTOR

By_____

Title_____

Date_____



City of Blaine Staff Report

File Number: RES 24-22

Agenda Date	Status
January 17, 2024	
In Control	File Type
City Council	Resolution

Approval of Consent Agenda: - Daniel Schluender, Director of Engineering

Agenda Item # 8.5

Approve Plans and Specifications and Concur with City of Spring Lake Park on Advertisement for Bids for the Sanburnol Drive/85th Avenue Improvements, Improvement Project No. 23-14

Executive Summary

Council is asked to approve Plans and Specifications and Concur with the City of Spring Lake Park on Advertisement for Bids for the Sanburnol Drive/85th Avenue Improvements, Improvement Project No. 23-14.

Background

The Public Hearing for the proposed improvement project was held on December 4, 2023, and the City Council ordered the preparation of plans and specifications with Resolution No. 23-194. The proposed joint project between the City of Spring Lake Park and the City of Blaine will reconstruct the following streets:

- Sanburnol Drive NE (last paved in 1997) from University Avenue Frontage Road to Monroe Street
- University Avenue Frontage Road from Sanburnol Drive to Northtown Mall ring road
- Elm Drive NE (last paved 1997 and 2004)
- 83rd Avenue NE (last paved in 1994)

This action is the next step in the series of approvals under the MN Statutes, Chapter 429 for municipal street construction projects that include assessments.

The proposed improvements will include a bituminous replacement of the existing street pavement section, minor spot curb replacement, minor spot sidewalk replacement, pedestrian curb ramp ADA upgrades and the addition of some catch basin storm sewer structures and pipe.

The north half of Sanburnol Drive/85th Avenue is located within the City of Blaine, while the south half lies in Spring Lake Park. The portion of the University Avenue Frontage Road on this proposed project

lies entirely within the City of Blaine. Elm Drive and 83rd Avenue both lie entirely within Spring Lake Park. The City of Blaine will pay for the proportional cost of the Sanburnol Drive/85th Avenue improvements for the portion of the street within the City of Blaine and the entire costs for the University AvenueFrontage Road. The City of Spring Lake Park will pay for a proportion of the cost of Sanburnol Drive/85th Avenue and the full costs associated with Elm Drive and 83rd Avenue as they lie entirely within the City of Spring Lake Park.

Plans and specifications have been prepared by Spring Lake Park and are available for Council review in the Engineering Department. The next Regular Agenda Administrative Action Item for the City Council will be the receipt of the bids and award of the construction project.

July 5, 2023	Initiate Project and Order Preparation of Feasibility Report and Enter into a Joint Powers Agreement with Spring Lake Park
November 20, 2023	Receive Feasibility Report and Order Public Hearing
December 4, 2023	Hold Public Hearing, Order Improvement, and Order Preparation of Plans and Specifications
January 17, 2024	Approve Plans & Specifications and Concur with Advertisement for Bids
January 30, 2024	Open Bids (Spring Lake Park)
February 2024	Concur with Spring Lake Park on Awarding Contract
May-September, 2024	Construction of Improvements
September 2024	Assess Improvements
2025	First Assessment Payment Due with Real Estate Property Taxes

Strategic Plan Relationship

This project aligns with the City’s strategic plan goal of infrastructure management by providing high-quality street surfaces.

Board/Commission Review

Not required

Financial Impact

The project will be funded by a combination of assessments, MSAS Funds and bond proceeds placed in the City Pavement Management Program fund. The 2023 CIP project budget included \$30,000 for consulting and the 2024 CIP includes \$640,000 of funding for consulting, construction, and contingency, for a total project budget of \$670,000. The feasibility report estimated the total project cost at \$1,171,600 with Blaine's portion at \$446,575.

Public Outreach/Input

The project is being conducted pursuant to MN Statutes, Chapter 429 and is compliant with all public notification requirements thereof.

Staff Recommendation

By motion, approve the Resolution.

Attachment List

1. Location Map



City of Blaine

Signature Copy

Resolution: RES 24-22

Approve Plans and Specifications and Concur with City of Spring Lake Park on Advertisement for Bids for the Sanburnol Drive/85th Avenue Improvements, Improvement Project No. 23-14

WHEREAS, pursuant to Resolution No. 23-194 of the Blaine City Council, adopted on the 4th day of December, 2023, Plans and specifications have been prepared for the Sanburnol Drive/85th Avenue Improvements; and

WHEREAS, the Engineering Department has presented such plans and specifications to the City Council for their approval.

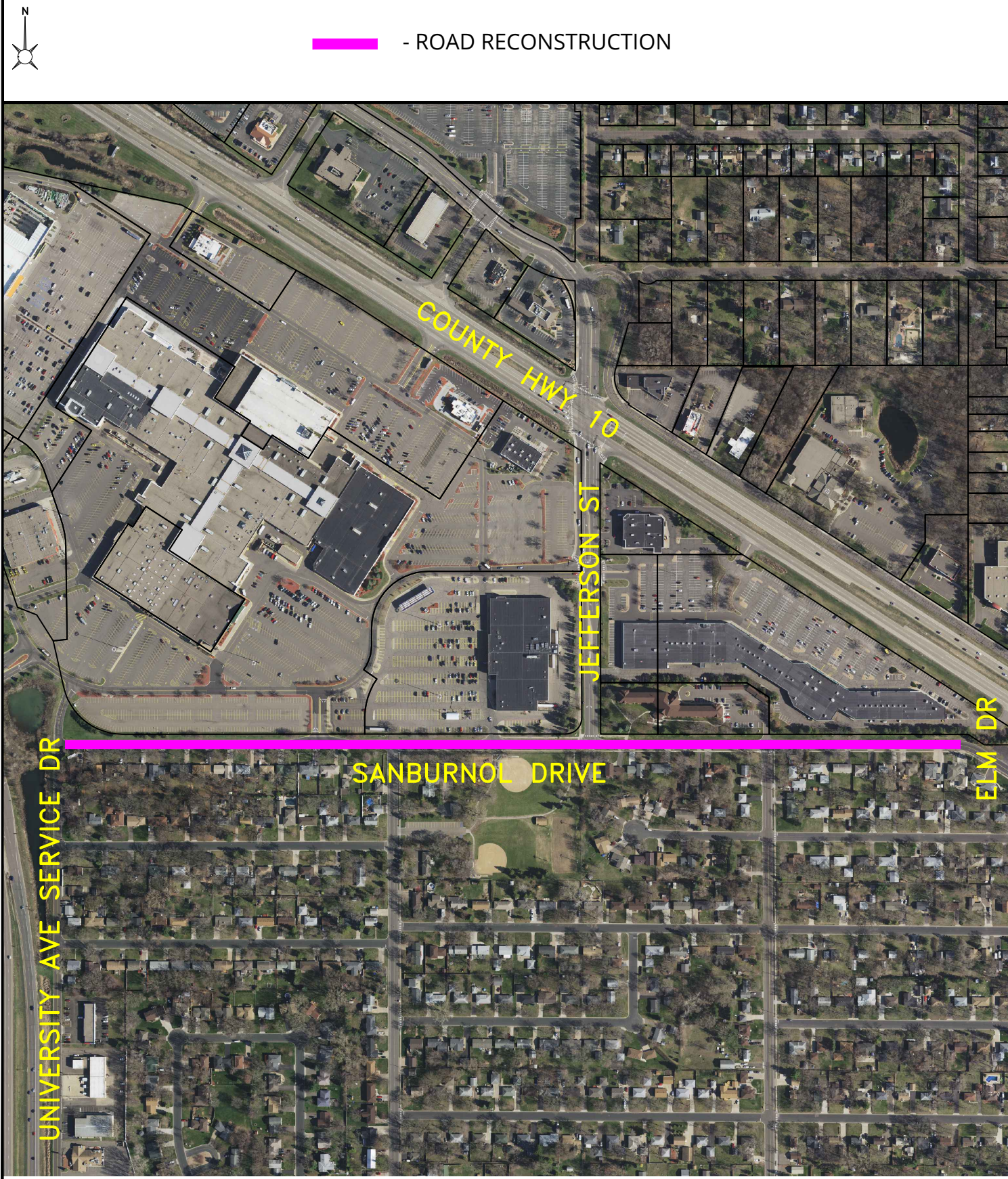
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Blaine as follows:

1. Such plans and specifications, copies of which are filed in the Engineering Department, are hereby approved.
2. The City of Blaine concurs with the advertisement for bids by the City of Spring Lake Park for the making of such improvements pursuant to the approved plans and specifications.
3. Such advertisement for bids shall call for sealed bids to be received in compliance with Notice of Contractor for the advertisement for bids.

PASSED by the City Council of the City of Blaine this 17th day of January, 2024.

SANBURNOL DRIVE RECONSTRUCTION PROJECT

LOCATION MAP





City of Blaine Staff Report

File Number: 2024-029

Agenda Date	Status
January 17, 2024	
In Control	File Type
City Council	Motion

Approval of Consent Agenda: - Cathy Sorensen, City Clerk

Agenda Item # 8.6

Approve a Therapeutic Massage Enterprise License for Jordan A Salon and Day Spa

Executive Summary

Council is asked to approve a massage enterprise license for Jordan A Salon and Day Spa. This license will allow the applicant to provide massage therapy services at their business location.

Background

Michael Vesely has submitted an application for a therapeutic massage enterprise license for Jordan A Salon and Day Spa located at 2331 108th Lane NE, Suite 120. The applicant has met the licensing requirements by submitting all necessary forms and paying the associated fees. The Blaine Police Department is in the process of conducting a background investigation of Mr. Vesely. Issuance of the license is contingent upon successful background investigation.

If approved, the total number of massage enterprises in Blaine will be 10 and the current license cap will be reached. This license, if approved, would be valid for the 2024 calendar year and eligible for renewal in December. Any therapist who will be employed at this new enterprise will be required to obtain separate licensing as well.

Strategic Plan Relationship

This item relates to the economic development strategic priority in the 2023-2026 strategic plan by providing additional opportunities for businesses to thrive while ensuring safe practices are employed.

Board/Commission Review

N/A

Financial Impact

License fees, adopted annual by the city council, provide sufficient funding for review and issuance of the licenses as well as compliance checks and any other necessary license monitoring/enforcement.

Public Outreach/Input

N/A

Staff Recommendation

By motion, approve issuance of the massage enterprise license for Jordan A Salon and Day Spa located at 2331 108th Lane NE, Suite 120.

Attachment List

None



City of Blaine Staff Report

File Number: RES 24-23

Agenda Date	Status
January 17, 2024	
In Control	File Type
City Council	Resolution

Approval of Consent Agenda: - Daniel Schluender, Director of Engineering

Agenda Item # 8.7

Authorize Mayor and City Manager to Enter into a Cooperative Construction Agreement with the State of Minnesota Department of Transportation (MnDOT)

Executive Summary

Enter into MnDOT Agreement 1055044 with the State of Minnesota, Department of Transportation to provide for payment by the City to the State of the City's share of the costs of the traffic control signal system construction and other associated construction to be performed upon, along, and adjacent to Trunk Highway 65 from County State Aid Highway 10 to 237th Avenue NE within the corporate City limits under State Project 0208-165 (TH 65=005), State Project 106-1250-009, and State Project 106-020-040.

Background

Strategic Plan Relationship

This project aligns with the City's strategic plan goal of well-maintained infrastructure management by providing high quality streets.

Board/Commission Review

This item has not been reviewed by any boards or commissions.

Financial Impact

The financial impact is outlined per the Agreement and is estimated at \$547,041.27. The funding source identified for this project is the city's Municipal State Aid funds.

Public Outreach/Input

Not applicable

Staff Recommendation

Adopt the resolution approving the MnDOT Agreement 1055044 with the State of Minnesota, Department of Transportation

Attachment List

1. Agreement



City of Blaine

Signature Copy

Resolution: RES 24-23

Authorize Mayor and City Manager to Enter into a Cooperative Construction Agreement with the State of Minnesota Department of Transportation (MnDOT)

IT IS RESOLVED that the City of Blaine enter into MnDOT Agreement 1055044 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the City to the State of the City's share of the costs of the traffic control signal system construction and other associated construction to be performed upon, along, and adjacent to Trunk Highway 65 from County State Aid Highway 10 to 237th Avenue NE within the corporate City limits under State Project 0208-165 (TH 65=005), State Project 106-1250-009, and State Project 106-020-040.

IT IS FURTHER RESOLVED that the Mayor and the City Manager are authorized to execute the Agreement and any amendments to the Agreement.

NOW, THEREFORE, BE IT RESOLVED, that the Blaine City Council approves:

1. That the proper City officers are authorized to execute such agreement, and any amendments thereto.
2. That the Mayor and City Manager are authorized and directed to enter into agreement which prescribes the terms and conditions of said participation as set forth and contained in the "Minnesota Department of Transportation Agency Agreement No.1055044.

PASSED by the City Council of the City of Blaine this 17th day of January 2024.

**STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION
AND
CITY OF BLAINE
AND
CITY OF SPRING LAKE PARK
AND
ANOKA COUNTY
COOPERATIVE CONSTRUCTION AGREEMENT**

State Project Number:	<u>0208-165</u>	Blaine Estimated Amount Receivable
State Project Number:	<u>0207-110</u>	<u>\$547,041.27</u>
Trunk Highway Number:	<u>65=005</u>	
State Project Number:	<u>106-020-040</u>	County Estimated Amount Receivable
State Project Number:	<u>106-125-009</u>	<u>\$171,578.54</u>
State Project Number:	<u>002-632-021</u>	
Federal Project Number:	<u>NHPP-HSIP 0065(210)</u>	
Signal System A ID Number:	<u>4485242</u>	
Signal System E ID Number:	<u>4485243</u>	

This Agreement is between the State of Minnesota, acting through its Commissioner of Transportation (State), the City of Blaine, acting through its City Council (Blaine), Spring Lake Park, acting through its City Council (Spring Lake Park), and Anoka County, acting through its Board of Commissioners (County).

Recitals

1. The State will perform grading, bituminous overlay, tension cable guardrail, ultrathin bonded wearing course, TMS, signals, ADA improvements, and Bridges 02X06, 02X07, 02X08, and 02051 construction and other associated construction upon, along, and adjacent to Trunk Highway (TH) 65 from County State Aid Highway (CSAH) 10 to 237th Avenue NE according to State-prepared plans, specifications, and special provisions designated by the State as State Project (SP) 0208-165 (TH 65=005) (Project); and
2. Blaine will participate in the costs of the Traffic Control Signal System A and Signal System E construction and associated construction engineering; and
3. The County will participate in the costs of the Traffic Control Signal System A construction and associated construction engineering; and
4. Minnesota Statutes § 161.20, subdivision 2 authorizes the Commissioner of Transportation to make arrangements with and cooperate with any governmental authority for the purposes of constructing, maintaining, and improving the trunk highway system.

Agreement

1. Term of Agreement; Survival of Terms; Plans; Incorporation of Exhibits

- 1.1. **Effective Date.** This Agreement will be effective on the date the State obtains all signatures required by Minnesota Statutes § 16C.05, subdivision 2.
- 1.2. **Expiration Date.** This Agreement will expire when all obligations have been satisfactorily fulfilled.

- 1.3. *Survival of Terms.*** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement, including, without limitation, the following clauses: 3. Maintenance by Blaine; 12. Liability; Worker Compensation Claims; 14. State Audits; 15. Government Data Practices; 17. Governing Law; Jurisdiction; Venue; and 19. Force Majeure. The terms and conditions set forth in Article 4. Traffic Control Signal System A and EVP System A Operation and Maintenance and Article 5. Traffic Control Signal System E and EVP System E Operation and Maintenance will survive the expiration of this Agreement but may be terminated by another Agreement between the parties.
- 1.4. *Plans, Specifications, and Special Provisions.*** Plans, specifications, and special provisions designated by the State as State Project 0208-165 (TH 65=005) are on file in the office of the Commissioner of Transportation at Saint Paul, Minnesota, and incorporated into this Agreement by reference (Project Plans).
- 1.5. *Exhibits.*** Preliminary Schedule "I" is on file in the office of the Blaine Engineer, in the office of the Spring Lake Park Engineer, in the office of the County Engineer, and attached and incorporated into this Agreement.

2. Construction by the State

- 2.1. *Contract Award.*** The State will advertise for bids and award a construction contract to the lowest responsible bidder according to the Project Plans.
- 2.2. *Direction, Supervision, and Inspection of Construction***
- A. *Supervision and Inspection by the State.*** The State will direct and supervise all construction activities performed under the construction contract and perform all construction engineering and inspection functions in connection with the contract construction. All contract construction will be performed according to the Project Plans.
 - B. *Inspection by Blaine and the County.*** Blaine and County participation construction covered under this Agreement will be open to inspection by Blaine and the County. If Blaine or the County believes the Blaine or County participation construction covered under this Agreement has not been properly performed or that the construction is defective, Blaine or the County will inform the State District Engineer's authorized representative in writing of those defects. Any recommendations made by Blaine or the County are not binding on the State. The State will have the exclusive right to determine whether the State's contractor has satisfactorily performed the Blaine and County participation construction covered under this Agreement.
- 2.3. *Plan Changes, Additional Construction, Etc.***
- A.** The State will make changes in the Project Plans and contract construction, which may include the Blaine and the County participation construction covered under this Agreement and will enter into any necessary addenda and change orders with the State's contractor that are necessary to cause the contract construction to be performed and completed in a satisfactory manner. The State District Engineer's authorized representative will inform the appropriate Blaine and County officials of any proposed addenda and change orders to the construction contract that will affect the Blaine and County participation construction covered under this Agreement.
 - B.** Blaine or the County may request additional work or changes to the work in the plans as part of the construction contract. Such request will be made by an exchange of letter(s) with the State. If the State determines that the requested additional work or plan changes are necessary or desirable and can be accommodated without undue disruption to the Project, the State will cause the additional work or plan changes to be made.

- 2.4. Satisfactory Completion of Contract.** The State will perform all other acts and functions necessary to cause the construction contract to be completed in a satisfactory manner.
- 2.5. Utility Adjustments.** Adjustments to certain Blaine or County-owned facilities including, but not limited to, valve boxes and frame and ring castings, may be performed by the State's contractor under the construction contract. Blaine and the County will furnish the contractor with new units and/or parts for those in place Blaine- and County-owned facilities when replacements are required and not covered by a contract pay item, without cost or expense to the State or the contractor, except for replacement of units and/or parts broken or damaged by the contractor.

3. Maintenance by Blaine

Upon completion of the Project, Blaine will provide the following without cost or expense to the State:

- 3.1. Sidewalks.** Maintenance of any sidewalk construction, including stamped and colored concrete sidewalk (if any) and pedestrian ramps. Maintenance includes, but is not limited to, snow, ice and debris removal, patching, crack repair, panel replacement, cross-street pedestrian crosswalk markings, vegetation control of boulevards (if any), and any other maintenance activities necessary to perpetuate the sidewalks in a safe, useable, and aesthetically acceptable condition.
- 3.2. Additional Drainage.** No party to this Agreement will drain any additional drainage volume into the storm sewer facilities constructed under the construction contract that was not included in the drainage for which the storm sewer facilities were designed, without first obtaining written permission to do so from the owner of the storm sewer facilities.

4. Traffic Control Signal System A and EVP System A Operation and Maintenance

Operation and maintenance responsibilities will be as follows for Traffic Control Signal System A and EVP System A on TH 65 at 85th Avenue NE.

4.1. Blaine Responsibilities

- A. Power.** Blaine will be responsible for the hook-up cost and application to secure an adequate power supply to the service pad(s) or pole(s) and will pay all monthly electrical service expenses necessary to operate the Signal System, EVP System, and Interconnect.

4.2. Spring Lake Park Responsibilities

- A. Minor Signal System Maintenance.** Spring Lake Park will provide for the following, without cost to the State.
- i. Maintain the signal pole mounted LED luminaires, including replacing the luminaires when necessary. The LED luminaire must be replaced when it fails or when light levels drop below recommended AASHTO levels for the installation.
 - ii. Replace the LED lamps in enforcement lights.
 - iii. Clean the Signal System controller cabinet and service cabinet exteriors.
 - iv. Clean the Signal System and luminaire mast arm extensions.
 - v. Paint and maintain the cross-street pedestrian crosswalk markings.

4.3. County Responsibilities

- A. Minor Signal System Maintenance.** The County will provide for the following, without cost to the State.

- i. Replace the Signal System LED indications. Replacing LED indications consists of replacing each LED indication when it reaches end of life per the MnDOT Traffic Engineering Manual or fails or no longer meets Institute of Traffic Engineers (ITE) standards for light output.

4.4. State Responsibilities

- A. Interconnect; Timing; Other Maintenance.** The State will maintain the Interconnect and signing, and perform all other Signal System, APS, and signal pole luminaire circuit maintenance without cost to the Blaine, Spring Lake Park, or the County. All Signal System timing will be determined by the State, and no changes will be made without the State's approval.
- B. EVP System Operation.** The EVP System will be installed, operated, maintained, and removed according to the following conditions and requirements:
 - i. All maintenance of the EVP System must be done by State forces.
 - ii. Emitter units may be installed only on authorized emergency vehicles, as defined in Minnesota Statutes § 169.011, Subdivision 3. Authorized emergency vehicles may use emitter units only when responding to an emergency. Blaine, Spring Lake Park, and the County will provide the State's District Engineer or their designated representative a list of all vehicles with emitter units, if requested by the State.
 - iii. Malfunction of the EVP System must be reported to the State immediately.
 - iv. In the event the EVP System or its components are, in the opinion of the State, being misused or the conditions set forth in Paragraph ii. above are violated, and such misuse or violation continues after Blaine, Spring Lake Park, and the County receive written notice from the State, the State may remove the EVP System. Upon removal of the EVP System pursuant to this Paragraph, all of its parts and components become the property of the State.
 - v. All timing of the EVP System will be determined by the State.

4.5. Right-of-Way Access. Each party authorizes the other parties to enter upon their respective public right-of-way to perform the maintenance activities described in this Agreement.

4.6. Related Agreements. This Agreement will supersede and terminate the operation and maintenance terms of Agreement 83317R, dated July 2, 2002, between the parties for the intersection of TH 65 at 85th Avenue NE.

5. Traffic Control Signal System E and EVP System E Operation and Maintenance

Operation and maintenance responsibilities will be as follows for Traffic Control Signal System E and EVP System E on TH 65 at 93rd Avenue.

5.1. Blaine Responsibilities

- A. Power.** Blaine will be responsible for the hook-up cost and application to secure an adequate power supply to the service pad(s) or pole(s) and will pay all monthly electrical service expenses necessary to operate the Signal System, EVP System, and Interconnect.
- B. Minor Signal System Maintenance.** Blaine will provide for the following, without cost to the State.
 - i. Maintain the signal pole mounted LED luminaires, including replacing the luminaires when necessary. The LED luminaire must be replaced when it fails or when light levels drop below recommended AASHTO levels for the installation.

- ii. Replace the Signal System LED indications. Replacing LED indications consists of replacing each LED indication when it reaches end of life per the MnDOT Traffic Engineering Manual or fails or no longer meets Institute of Traffic Engineers (ITE) standards for light output.
- iii. Replace the LED lamps in enforcement lights.
- iv. Clean the Signal System controller cabinet and service cabinet exteriors.
- v. Clean the Signal System and luminaire mast arm extensions.
- vi. Paint and maintain the cross-street pedestrian crosswalk markings.

5.2. **State Responsibilities**

- A. **Interconnect; Timing; Other Maintenance.** The State will maintain the Interconnect and signing, and perform all other Signal System, APS, and signal pole luminaire circuit maintenance without cost to Blaine. All Signal System timing will be determined by the State, and no changes will be made without the State's approval.
- B. **EVP System Operation.** The EVP System will be installed, operated, maintained, and removed according to the following conditions and requirements:
 - i. All maintenance of the EVP System must be done by State forces.
 - ii. Emitter units may be installed only on authorized emergency vehicles, as defined in Minnesota Statutes § 169.011, Subdivision 3. Authorized emergency vehicles may use emitter units only when responding to an emergency. Blaine will provide the State's District Engineer or their designated representative a list of all vehicles with emitter units, if requested by the State.
 - iii. Malfunction of the EVP System must be reported to the State immediately.
 - iv. In the event the EVP System or its components are, in the opinion of the State, being misused or the conditions set forth in Paragraph ii. above are violated, and such misuse or violation continues after Blaine receives written notice from the State, the State may remove the EVP System. Upon removal of the EVP System pursuant to this Paragraph, all of its parts and components become the property of the State.
 - v. All timing of the EVP System will be determined by the State.

5.3. **Right-of-Way Access.** Each party authorizes the other party to enter upon their respective public right-of-way to perform the maintenance activities described in this Agreement.

5.4. **Related Agreements.** This Agreement will supersede and terminate the operation and maintenance terms of Agreement 83317R, dated July 2, 2002, between the parties for the intersection of TH 65 at 93rd Lane NE/Clover Leaf Parkway NE.

6. **Basis of Blaine Cost**

- 6.1. **Schedule "I".** The Preliminary Schedule "I" includes anticipated Blaine participation construction items, State Furnished Materials lump sum amounts, and the construction engineering cost share covered under this Agreement and is based on engineer's estimated unit prices.
- 6.2. **Blaine Participation Construction.** Blaine will participate in the following at the percentages indicated. The construction includes Blaine's proportionate share of item costs for Mobilization, Field Office, Field Laboratory and Traffic Control.

- A. 50 Percent will be Blaine's rate of cost participation in all of the Traffic Control Signal System E construction. The construction includes, but is not limited to, those construction items tabulated on Sheet 2 of the Preliminary Schedule "I."
- B. 25 Percent will be Blaine's rate of cost participation in all of the Traffic Control Signal System A construction. The construction includes, but is not limited to, those construction items tabulated on Sheet 3 of the Preliminary Schedule "I."

6.3. State Furnished Materials. The State will furnish two ATC Cabinet 350s, two Autoscope systems with a total of eight cameras, and fiber (State Furnished Materials), according to the Project Plans, to operate Traffic Control Systems E and A. Blaine's lump sum share for State Furnished Materials is **\$71,300.67**. Blaine's cost share for State Furnished Materials will be added to Blaine's total construction cost share as shown in the Schedule "I."

6.4. Construction Engineering Costs. Blaine will pay a construction engineering charge equal to 8 percent of the total Blaine participation construction covered under this Agreement.

6.5. Plan Changes, Additional Construction, Etc. Blaine will share in the costs of construction contract addenda and change orders that are necessary to complete the Blaine participation construction covered under this Agreement, including any Blaine-requested additional work and plan changes.

The State reserves the right to invoice Blaine for the cost of any additional Blaine-requested work and plan changes, construction contract addenda, change orders, and associated construction engineering before the completion of the contract construction.

6.6. Liquidated Damages. All liquidated damages assessed the State's contractor in connection with the construction contract will result in a credit shared by each party in the same proportion as their total construction cost share covered under this Agreement is to the total contract construction cost before any deduction for liquidated damages.

7. Blaine Cost and Payment by Blaine

7.1. Blaine Cost. \$547,041.27 is Blaine's estimated share of the costs of the contract construction, State Furnished Materials, and the construction engineering cost share as shown in the Preliminary Schedule "I." The Preliminary Schedule "I" was prepared using anticipated construction items and estimated quantities and unit prices and may include any credits or lump sum costs. Upon award of the construction contract, the State will prepare a Revised Schedule "I" based on construction contract construction items, quantities, and unit prices, which will replace and supersede the Preliminary Schedule "I" as part of this Agreement.

7.2. Conditions of Payment. Blaine will pay the State Blaine's total estimated construction and construction engineering cost share, as shown in the Revised Schedule "I," after the following conditions have been met:

- A. Execution of this Agreement and transmittal to Blaine, including a copy of the Revised Schedule "I."
- B. Blaine's receipt of a written request from the State for the advancement of funds.

7.3. Acceptance of Blaine's Cost and Completed Construction. The computation by the State of the amount due from Blaine will be final, binding, and conclusive. Acceptance by the State of the completed contract construction will be final, binding, and conclusive upon Blaine as to the satisfactory completion of the contract construction.

7.4. Final Payment by Blaine. Upon completion of all contract construction and upon computation of the final amount due the State's contractor, the State will prepare a Final Schedule "I" and submit a copy to Blaine.

The Final Schedule "I" will be based on final quantities and include all Blaine participation construction items and the construction engineering cost share covered under this Agreement. If the final cost of the Blaine participation construction exceeds the amount of funds advanced by Blaine, Blaine will pay the difference to the State without interest. If the final cost of the Blaine participation construction is less than the amount of funds advanced by Blaine, the State will refund the difference to Blaine without interest.

The State and Blaine waive claims for any payments or refunds less than \$5.00 according to Minnesota Statutes § 15.415.

8. Basis of County Cost

- 8.1. **Schedule "I".** The Preliminary Schedule "I" includes anticipated County participation construction items, State Furnished Materials lump sum amounts, and the construction engineering cost share covered under this Agreement and is based on engineer's estimated unit prices.
- 8.2. **County Participation Construction.** The County will participate in the following at the percentages indicated. The construction includes the County's proportionate share of item costs for Mobilization, Field Office, Field Laboratory and Traffic Control.
 - A. 25 Percent will be the County's rate of cost participation in all of the Traffic Control Signal System A construction. The construction includes, but is not limited to, those construction items tabulated on Sheet 3 of the Preliminary Schedule "I."
- 8.3. **State Furnished Materials.** The State will furnish an ATC Cabinet 350, one Autoscope system with four cameras, and fiber (State Furnished Materials), according to the Project Plans, to operate Traffic Control Signal System A. The County's lump sum share for State Furnished Materials is **\$23,766.89**. The County's cost share for State Furnished Materials will be added to the County's total construction cost share as shown in the Schedule "I."
- 8.4. **Construction Engineering Costs.** The County will pay a construction engineering charge equal to 8 percent of the total County participation construction covered under this Agreement.
- 8.5. **Plan Changes, Additional Construction, Etc.** The County will share in the costs of construction contract addenda and change orders that are necessary to complete the County participation construction covered under this Agreement, including any County requested additional work and plan changes.

The State reserves the right to invoice the County for the cost of any additional County requested work and plan changes, construction contract addenda, change orders, and associated construction engineering before the completion of the contract construction.
- 8.6. **Liquidated Damages.** All liquidated damages assessed the State's contractor in connection with the construction contract will result in a credit shared by each party in the same proportion as their total construction cost share covered under this Agreement is to the total contract construction cost before any deduction for liquidated damages.

9. County Cost and Payment by the County

- 9.1. **County Cost.** **\$171,578.54** is the County's estimated share of the costs of the contract construction, State Furnished Materials, and the construction engineering cost share as shown in the Preliminary Schedule "I." The Preliminary Schedule "I" was prepared using anticipated construction items and estimated quantities and unit prices and may include any credits or lump sum costs. Upon award of the construction contract, the State will prepare a Revised Schedule "I" based on construction contract construction items, quantities, and unit prices, which will replace and supersede the Preliminary Schedule "I" as part of this Agreement.

- 9.2. *Conditions of Payment.*** The County will pay the State the County's total estimated construction and construction engineering cost share, as shown in the Revised Schedule "I," after the following conditions have been met:
- A.** Execution of this Agreement and transmittal to the County, including a copy of the Revised Schedule "I."
 - B.** The County's receipt of a written request from the State for the advancement of funds.
- 9.3. *Acceptance of the County's Cost and Completed Construction.*** The computation by the State of the amount due from the County will be final, binding and conclusive. Acceptance by the State of the completed contract construction will be final, binding, and conclusive upon the County as to the satisfactory completion of the contract construction.
- 9.4. *Final Payment by the County.*** Upon completion of all contract construction and upon computation of the final amount due the State's contractor, the State will prepare a Final Schedule "I" and submit a copy to the County. The Final Schedule "I" will be based on final quantities and include all County participation construction items and the construction engineering cost share covered under this Agreement. If the final cost of the County participation construction exceeds the amount of funds advanced by the County, the County will pay the difference to the State without interest. If the final cost of the County participation construction is less than the amount of funds advanced by the County, the State will refund the difference to the County without interest.

The State and the County waive claims for any payments or refunds less than \$5.00 according to Minnesota Statutes § 15.415.

10. Authorized Representatives

Each party's Authorized Representative is responsible for administering this Agreement and is authorized to give and receive any notice or demand required or permitted by this Agreement.

10.1. The State's Authorized Representative will be:

Name, Title: Malaki Ruranika, Cooperative Agreements Engineer (or successor)
 Address: 395 John Ireland Boulevard, Mailstop 682, Saint Paul, MN 55155
 Telephone: (651) 366-4634
 Email: malaki.ruranika@state.mn.us

10.2. Blaine's Authorized Representative will be:

Name, Title: Dan Schluender, City Engineer (or successor)
 Address: 10801 Town Square Drive NE, Blaine, MN 55449
 Telephone: (763) 785-6158
 Email: dschluender@blainemn.gov

10.3. Spring Lake Park's Authorized Representative will be:

Name, Title: Daniel Buchholtz, Administrator, Clerk/Treasurer (or successor)
 Address: 1301 81st Avenue NE, Spring Lake Park MN 55432
 Telephone: (763) 784-6491
 Email: dbuchholtz@slpmn.org

10.4. The County's Authorized Representative will be:

Name, Title: Joe MacPherson, County Engineer (or successor)
 Address: 1440 Bunker Lake Boulevard NW, Andover MN 55304
 Telephone: (763) 324-3199
 Email: joe.macpherson@anokacountymn.gov

11. Assignment; Amendments; Waiver; Contract Complete

- 11.1. Assignment.** No party may assign or transfer any rights or obligations under this Agreement without the prior consent of the other party and a written assignment agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office. The foregoing does not prohibit Blaine, Spring Lake Park, or the County from contracting with a third-party to perform Blaine, Spring Lake Park, or County maintenance responsibilities covered under this Agreement.
- 11.2. Amendments.** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.
- 11.3. Waiver.** If a party fails to enforce any provision of this Agreement, that failure does not waive the provision or the party's right to subsequently enforce it.
- 11.4. Contract Complete.** This Agreement contains all prior negotiations and agreements between the State, Blaine, Spring Lake Park, and the County. No other understanding regarding this Agreement, whether written or oral, may be used to bind any party.

12. Liability; Worker Compensation Claims

- 12.1.** Each party is responsible for its own acts, omissions and the results thereof to the extent authorized by law and will not be responsible for the acts and omissions of others and the results thereof. Minnesota Statutes § 3.736 and other applicable law govern liability of the State. Minnesota Statutes Chapter 466 and other applicable law govern liability of Blaine, Spring Lake Park, and the County.
- 12.2.** Each party is responsible for its own employees for any claims arising under the Workers Compensation Act.

13. Nondiscrimination

Provisions of Minnesota Statutes § 181.59 and of any applicable law relating to civil rights and discrimination are considered part of this Agreement.

14. State Audits

Under Minnesota Statutes § 16C.05, subdivision 5, Blaine's, Spring Lake Park's, and the County's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State and the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement.

15. Government Data Practices

Blaine, Spring Lake Park, the County, and the State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by Blaine, Spring Lake Park, and the County under this Agreement. The civil remedies of Minnesota Statutes §13.08 apply to the release of the data referred to in this clause by Blaine, Spring Lake Park, the County, or the State.

16. Governing Law; Jurisdiction; Venue

Minnesota law governs the validity, interpretation, and enforcement of this Agreement. Venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

17. Termination; Suspension

17.1. *By Mutual Agreement.* This Agreement may be terminated by mutual agreement of the parties.

17.2. *Termination for Insufficient Funding.* The State may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the performance of contract construction under the Project. Termination must be by written or fax notice to Blaine, Spring Lake Park, and the County.

17.3. *Suspension.* In the event of a total or partial government shutdown, the State may suspend this Agreement and all work, activities, and performance of work authorized through this Agreement.

18. Force Majeure

No party will be responsible to the other for a failure to perform under this Agreement (or a delay in performance) if such failure or delay is due to a force majeure event. A force majeure event is an event beyond a party's reasonable control, including but not limited to, unusually severe weather, fire, floods, other acts of God, labor disputes, acts of war or terrorism, or public health emergencies.

(The remainder of this page has been intentionally left blank.)

CITY OF BLAINE

The undersigned certify that they have lawfully executed this contract on behalf of the Governmental Unit as required by applicable charter provisions, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

INCLUDE COPY OF RESOLUTION APPROVING THE AGREEMENT AND AUTHORIZING ITS EXECUTION.

CITY OF SPRING LAKE PARK

The undersigned certify that they have lawfully executed this contract on behalf of the Governmental Unit as required by applicable charter provisions, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

INCLUDE COPY OF RESOLUTION APPROVING THE AGREEMENT AND AUTHORIZING ITS EXECUTION.

ANOKA COUNTY

The undersigned certify that they have lawfully executed this contract on behalf of the Governmental Unit as required by applicable charter provisions, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

DEPARTMENT OF TRANSPORTATION

Recommended for Approval:

By: _____
(District Engineer)

Date: _____

Approved:

By: _____
(State Design Engineer)

Date: _____

COMMISSIONER OF ADMINISTRATION

By: _____
(With Delegated Authority)

Date: _____

INCLUDE COPY OF RESOLUTION APPROVING THE AGREEMENT AND AUTHORIZING ITS EXECUTION.

PRELIMINARY SCHEDULE "I"

Agreement 1055044

City of Blaine, City of Spring Lake Park, and Anoka County

SPs 0208-165, 0207-110

Preliminary: January 8, 2024

SPs 106-020-040, 106-125-009, and 002-632-021

Federal Project NHPP-HSIP 0065(210)

Grading, bituminous overlay, tension cable guardrail, ultrathin bonded wearing course, TMS, signals, ADA improvements, and Bridges 02X06, 02X07, 02X08, and 02051 construction to start approximately April 2024 under State Contract ____ with ____ located on TH 65 from CSAH 10 to 237th Avenue NE

BLAINE COST PARTICIPATION

SP 0208-165, SP 106-125-009 Signal System E Work Items From Sheet 2	300,116.90
(1) SP 0208-165, SP 106-125-009 Signal System E State Furnished Materials From Sheet 2	47,533.78
SP 0207-110, SP 106-020-040 Signal System A Work Items From Sheet 3	135,102.13
(1) SP 0207-110, SP 106-020-040 Signal System A State Furnished Materials From Sheet 3	23,766.89
Subtotal	\$506,519.70
Construction Engineering (8%)	40,521.58
(2) Total Blaine Cost	\$547,041.27

(1) Lump sum amount as described in Article 6.3 of the Agreement

(2) Amount of advance payment as described in Article 7 of the Agreement (estimated amount)

COUNTY COST PARTICIPATION

SP 0207-110, SP 002-632-021 Signal System A Work Items From Sheet 3	135,102.13
(3) SP 0207-110, SP 002-632-021 Signal System A State Furnished Materials From Sheet 3	23,766.89
Subtotal	\$158,869.02
Construction Engineering (8%)	12,709.52
(4) Total County Cost	\$171,578.54

(3) Lump sum amount as described in Article 8.3 of the Agreement

(4) Amount of advance payment as described in Article 9 of the Agreement (estimated amount)

ITEM NUMBER	SP 0208-165, SP 106-125-009 WORK ITEM	UNIT	QUANTITY	UNIT PRICE	COST (1)
2021.501	MOBILIZATION	LUMP SUM	0.02	\$1,713,531.94	34,270.64
2031.502	FIELD OFFICE	EACH	0.02	\$43,380.85	867.62
2031.502	FIELD LABORATORY	EACH	0.02	\$23,369.85	467.40
2563.601	TRAFFIC CONTROL	LUMP SUM	0.02	\$1,196,066.35	23,921.33
2565.501	EMERGENCY VEHICLE PREEMPTION SYSTEM E	LUMP SUM	1.00	13,968.50	13,968.50
2565.516	TRAFFIC CONTROL SIGNAL SYSTEM E	SYSTEM	1.00	526,738.32	526,738.32
				TOTAL	600,233.80
	(1) 40.71% FEDERAL NHPP		244,355.18		
	9.29% STATE FUNDS		55,761.72		
	50% BLAINE FUNDS		300,116.90		

(2) 50% STATE, 50% BLAINE FUNDS

ITEM NUMBER	SP 0208-165, SP 106-125-009 SIGNAL SYSTEM E STATE FURNISHED MATERIALS	UNIT	QUANTITY	UNIT PRICE	COST (2)
	ATC CABINET 350	EACH	1.00	\$56,880.44	56,880.44
	AUTOSCOPE SYSTEM	EACH	1.00	\$2,286.54	2,286.54
	AUTOSCOPE CAMERA	EACH	4.00	\$8,663.80	34,655.20
	FIBER	EACH	1.00	\$1,245.38	1,245.38
				TOTAL	95,067.56
	(2) 50% STATE FUNDS		47,533.78		
	50% BLAINE FUNDS		47,533.78		

ITEM NUMBER	SP 0207-110, SP 106-020-040, SP 002-632-021 WORK ITEM	UNIT	QUANTITY	UNIT PRICE	COST (3)
2021.501	MOBILIZATION	LUMP SUM	0.01	\$1,713,531.94	17,135.32
2031.502	FIELD OFFICE	EACH	0.01	\$43,380.85	433.81
2031.502	FIELD LABORATORY	EACH	0.01	\$23,369.85	233.70
2563.601	TRAFFIC CONTROL	LUMP SUM	0.01	\$1,196,066.35	11,960.66
2565.501	EMERGENCY VEHICLE PREEMPTION SYSTEM A	LUMP SUM	1.00	12,115.11	12,115.11
2565.516	TRAFFIC CONTROL SIGNAL SYSTEM A	SYSTEM	1.00	498,529.91	498,529.91
				TOTAL	540,408.51
	(3) 40.71% FEDERAL NHPP		220,000.30		
	9.29% STATE FUNDS		50,203.95		
	25% BLAINE FUNDS		135,102.13		
	25% COUNTY FUNDS		135,102.13		

(4) 50% STATE, 25% BLAINE, 25% COUNTY FUNDS

ITEM NUMBER	SP 0207-110, SP 106-020-040, SP 002-632-021 SIGNAL SYSTEM A STATE FURNISHED MATERIALS	UNIT	QUANTITY	UNIT PRICE	COST (4)
	ATC CABINET 350	EACH	1.00	\$56,880.44	56,880.44
	AUTOSCOPE SYSTEM	EACH	1.00	\$2,286.54	2,286.54
	AUTOSCOPE CAMERA	EACH	4.00	\$8,663.80	34,655.20
	FIBER	EACH	1.00	\$1,245.38	1,245.38
				TOTAL	95,067.56
	(4) 50% STATE FUNDS		47,533.78		
	25% BLAINE FUNDS		23,766.89		
	25% COUNTY FUNDS		23,766.89		

CITY OF BLAINE

RESOLUTION

IT IS RESOLVED that the City of Blaine enter into MnDOT Agreement 1055044 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the City to the State of the City's share of the costs of the traffic control signal system construction and other associated construction to be performed upon, along, and adjacent to Trunk Highway 65 from County State Aid Highway 10 to 237th Avenue NE within the corporate City limits under State Project 0208-165 (TH 65=005), State Project 106-1250-009, and State Project 106-020-040.

IT IS FURTHER RESOLVED that the Mayor and the _____
(Title)
are authorized to execute the Agreement and any amendments to the Agreement.

CERTIFICATION

I certify that the above Resolution is an accurate copy of the Resolution adopted by the Council of the City of Blaine at an authorized meeting held on the _____ day of _____, 2024, as shown by the minutes of the meeting in my possession.

Subscribed and sworn to me this _____ day of _____, 2024

Notary Public _____

My Commission Expires _____

(Signature)

(Type or Print Name)

(Title)

CITY OF SPRING LAKE PARK

RESOLUTION

IT IS RESOLVED that the City of Spring Lake Park enter into MnDOT Agreement 1055044 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for maintenance by the City for the traffic control signal system at the intersection of Trunk Highway 65 and 85th Avenue NE to be constructed by the State under State Project 0208-165 (TH 65=005).

IT IS FURTHER RESOLVED that the Mayor and the _____
(Title)
are authorized to execute the Agreement and any amendments to the Agreement.

CERTIFICATION

I certify that the above Resolution is an accurate copy of the Resolution adopted by the Council of the City of Spring Lake Park at an authorized meeting held on the _____ day of _____, 2024, as shown by the minutes of the meeting in my possession.

Subscribed and sworn to me this
_____ day of _____, 2024

Notary Public _____

My Commission Expires _____

(Signature)

(Type or Print Name)

(Title)

ANOKA COUNTY

RESOLUTION

IT IS RESOLVED that Anoka County enter into MnDOT Agreement 1055044 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the County to the State of the County's share of the costs of the traffic control signal system construction and other associated construction to be performed upon, along, and adjacent to Trunk Highway 65 from County State Aid Highway 10 to 237th Avenue NE within the corporate limits of the City of Blaine under State Project 0208-165 (TH 65=005) and State Project 002-632-021.

IT IS FURTHER RESOLVED that the _____
(Title)
and the _____
(Title)
are authorized to execute the Agreement and any amendments to the Agreement.

CERTIFICATION

I certify that the above Resolution is an accurate copy of the Resolution adopted by the Board of Commissioners of Anoka County at an authorized meeting held on the _____ day of _____, 2024, as shown by the minutes of the meeting in my possession.

Subscribed and sworn to me this
_____ day of _____, 2024

Notary Public _____

My Commission Expires _____

(Signature)

(Type or Print Name)

(Title)



City of Blaine

Staff Report

File Number: ORD 24-2539

Agenda Date

January 17, 2024

Status

In Control

City Council

File Type

Ordinance

7:00 PM - Public Hearing and Items Published for a Certain Time - Cathy Sorensen, City Clerk

Agenda Item # 9.1

Amend City Charter Sec. 2.07 Salaries.

Executive Summary

Council is asked to hold a public hearing and first reading of a proposed ordinance amending council salary.

Background

The council requested the charter commission annually review council salary data and make recommendations for possible increases. After reviewing salary data and the council's current salary which was last increased in 2015, the charter commission recommended a charter amendment that would provide regular review of salary data and recommendations based on annual cost of living increases provided to city staff.

The proposed amendment only amends the process in which to review council salaries. Actual adjustments of the salaries are determined via an ordinance that requires approval by a majority of the city council.

Strategic Plan Relationship

This item relates to the collaboration and engagement strategic priority through council governance.

Board/Commission Review

The charter commission reviewed this topic in depth and is recommending the amendment be adopted.

Financial Impact

Adoption of the charter amendment will impact the budget only if the corresponding salary ordinance is adopted, which will be presented with second reading at the February 5 council meeting and will be as follows:

- Mayor - \$18,315.03/yr - currently \$14,313.60/yr
- Councilmembers - \$13,461.54/yr - currently \$10,500/yr

Public Outreach/Input

This item was published in the *Blaine-Spring Lake Park-Fridley Life* and posted on the City's website.

Staff Recommendation

Council is asked to hold a public hearing and first reading of a proposed ordinance amending council salary. Second reading will be held at the February 5 Council meeting; a unanimous vote of the council is required to adopt a charter amendment.

Attachment List

1. Council Pay Study 2023



City of Blaine

Signature Copy

Ordinance: ORD 24-2539

Amend City Charter Sec. 2.07 Salaries.

Sec. 2.07. Salaries.

The monthly salary of each of the councilmembers and the mayor shall be established by ordinance. Review of salaries shall be conducted by the charter commission in June of every odd numbered year and recommendations for adjustments, if any, be based on the annual cost of living adjustments consistent with adjustments provided to city staff. ~~The mayor and councilmembers, in addition to the above salaries, shall be paid a reasonable sum for each day and their reasonable expenses incurred while traveling outside the city on the city's business.~~

Information Collected July 2023.

City	General Fund Budget	Population Based on 2022 Met Council estimates	# of FT Employees	Mayor Annual Salary	Councilmember Annual Salary
Blaine	\$41,583,610	71,891	233	\$ 14,314	\$ 10,500
Bloomington	\$94,161,711	91,330	618	\$ 26,400	\$ 12,396
Brooklyn Park	\$64,991,186	84,993		\$ 21,355	\$ 12,212
Burnsville	\$37,500,000	64,522	307	\$ 15,600	\$ 12,000
Coon Rapids	\$94,617,507	63,415		\$ 14,000	\$ 10,500
Eagan	\$48,321,800	68,889	295	\$ 13,624	\$ 10,004
Eden Prairie	\$57,395,407	54,442	250	\$ 17,245	\$ 13,351
Edina	\$43,831,665	54,048	335	\$ 15,965	\$ 12,700
Hopkins	\$18,766,224	18,608	105	\$ 15,000	\$ 12,500
Lakeville	\$26,804,100	73,828	227	\$ 15,000	\$ 10,000
Maple Grove	\$45,642,500	71,230		\$ 15,500	\$ 13,500
Minnetonka*	\$46,944,000	54,474	271	\$ 15,000	\$ 11,000
* increasing in 2024	--	--		\$ 23,500	\$ 18,000
Plymouth	\$37,922,777	80,762	315	\$ 17,413	\$ 12,615
St. Louis Park	\$63,152,372	49,786		\$ 16,176	\$ 13,533
Woodbury	\$47,572,600	77,224	276	\$ 16,680	\$ 12,006

Mechanism for Salary Increase:

Anoka (see attached) – the council receives salary increases based on cost of living adjustments provided to staff

Hopkins (see attached ordinance) – the council receives the cumulative adjustment of non-union employees for the prior two years in increase percentage

Woodbury (see attached policy) – the council receives odd-year biennial increases equal to the current and previous year cost-of-living adjustments approved for city staff in the

Edina –councilmember salaries increase every two years based on the CPI increase provided by Minnesota Management and Budget

Plymouth – The adjustment shall be in a percentage equal to the change in the United States Department of Labor Consumer Price Index (November report) for all urban consum

Eden Prairie - Numbers include community center staff and budget

year that adjustment is made

ners U.S. city average over the 24 months preceding the municipal regular election



City of Blaine

Staff Report

File Number: ORD 24-2540

Agenda Date	Status
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January 17, 2024

In Control	File Type
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City Council

Ordinance

7:00 PM - Public Hearing and Items Published for a Certain Time - Cathy Sorensen, City Clerk

Agenda Item # 9.2

Amend City Charter Chapter 5. Initiative and Referendum and Recall

Executive Summary

Hold first reading of the proposed ordinance that would provide a recall process for mayor or councilmembers.

Background

In 2022 the council directed the charter commission to consider a charter amendment that would provide for a recall process for an elected mayor or councilmember. It should be noted that Minnesota's constitution and statute provide for recall of elected state officials but not city officials therefore any recall process would require a charter amendment. The topic was discussed at the 2022 and 2023 commission meetings where commissioners discussed reasons where a recall would be allowed, size of the recall committee, and an appropriate threshold required of registered voters on a petition that would trigger a recall election. They reviewed several cities' examples and the proposed ordinance being presented is based on the City of Richfield's charter with input from city council regarding restricting reasons for recall to serious cases of malfeasance during the term of office in the performance of the duties of the office.

Strategic Plan Relationship

This item relates to the collaboration and engagement strategic priority through council governance.

Board/Commission Review

The charter commission researched and reviewed this topic at length and is presenting the amendment for council consideration.

Financial Impact

There is no financial impact to the ordinance itself but would be in the event a recall election is ever held.

Public Outreach/Input

This item was published in the *Blaine-Spring Lake Park-Fridley Life* and posted on the City's website.

Staff Recommendation

Council is asked to hold first reading of the proposed ordinance as presented. Second reading will be held at the February 5 Council meeting; a unanimous vote of the council is required to adopt a charter amendment.

Attachment List

None



City of Blaine

Signature Copy

Resolution:

Amend City Charter Chapter 5. Initiative and Referendum and Recall

CHAPTER 5. INITIATIVE AND REFERENDUM AND RECALL

Sec. 5.13. Reserved.

Section 5.14. The Recall.

No less than twenty-five (25) registered voters eligible to vote on candidates for that office may form themselves into a committee for the purpose of bringing about the recall of any member of council, which is comprised of a mayor and six (6) councilmembers, as outlined in Sec. 2.03. - Elective Offices, or as amended from time to time. If the committee seeks the recall of a ward councilmember, the registered voters constituting the committee must be from that councilmember's ward. The committee must certify to the city clerk the name of the councilmember whose removal is sought, a statement of the grounds for removal in not more than two hundred and fifty (250) words, and the committee's intention to bring about their recall. A copy of this certificate must be attached to each signature paper and no signature paper may be put into circulation previous to such certification.

The Minnesota Constitution and state court decisions restrict the recall of elected city officials to cases of serious malfeasance during the term of office the performance of the duties of the office. The grounds for recall, as set forth in the recall petition, must be predicated on one (1) or more charges of serious malfeasance during the term of office in the performance of the duties of the office. For this purpose the word "malfeasance" means the performance of an act by a councilmember in their official capacity that is wholly illegal and wrongful.

Section 5.15. Recall Petitions.

The petition for the recall of any councilmember must consist of a certificate identical to that filed with the city clerk together with all the signature papers and affidavits thereto attached. All the signatures need not be on one (1) signature paper, but the circulator of every signature paper must make an affidavit that each signature appended to the paper is the genuine signature of the person whose name it purports to be. Every circulator of a signature paper must be a registered voter eligible to vote on candidates for that office. Each signature paper must be in substantially the following form:

RECALL PETITION

Proposing the recall of _____ from the office as _____ which recall is sought for the reasons set forth in the attached certificate.

Committee

This movement is sponsored by the following committee of registered voters eligible to vote on candidates for that office.

-	<u>Legal Signature</u>	<u>Name</u> <u>(print legibly)</u>	<u>Address</u> <u>(print legibly)</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
<u>[listing all members of the committee]</u>			

Instructions to Petition Signers

You are being asked to sign a petition. You must be a resident of, and a registered voter in, the City of Blaine and corresponding ward if the subject of the recall petition is not at large. Every person signing this petition must do so in the presence of the person circulating the petition. It is a criminal offense to sign a name other than your own to the petition or to accept compensation for signing your name to the petition. Pursuant to Section 5.16 of Blaine City Charter, twenty (20) percent of the total number of registered voters eligible to vote on candidates for that office at the last preceding regular municipal election is required to be deemed a sufficient petition, which is signatures.

The undersigned registered voters, all being eligible to vote on candidates for that office, understanding the nature of the charges against the councilmember herein sought to be recalled, desire the holding of a recall election for that purpose.

-	<u>Date</u>	<u>Legal Signature</u>	<u>Name</u> <u>(print legibly)</u>	<u>Address</u> <u>(print legibly)</u>
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

The affidavit of the circulator must be attached at the end of the list of signatures.

Section 5.16. Filing of Petition.

Within thirty (30) days after the filing of the original certificate, the committee must file the completed petition in the office of the city clerk. The city clerk must examine the petition within the next ten (10) working days and if the city clerk and/or city attorney finds it irregular in any way, or finds that the number of signers is less than twenty (20) percent of the total number of registered voters eligible to vote on candidates for that office at the last preceding regular municipal election, the city clerk must so notify one (1) or more members of the committee. The committee shall then be given ten (10) days in which to file additional signature papers and to correct the petition in all other respects, but the committee may not change the statement of the grounds upon which the recall is sought. If at the end of that time the city clerk and/or city attorney finds the petition still insufficient or irregular, the city clerk must notify all the members

of the committee to that effect and file the petition in the city clerk's office. No further action shall be taken thereon.

Section 5.17. Recall Election.

If the petition or amended petition is found sufficient, the city clerk must transmit it to the council without delay, and must also officially notify the person sought to be recalled of the sufficiency of the petition and of the pending action. If the councilmember sought to be recalled does not resign within ten (10) days after having been given such notice, the council shall, at its next meeting occurring more than ten (10) days after the receipt by the council of the recall petition, by resolution, provide for the holding of a special recall election as allowed by statute and election law, as amended from time to time. If the special recall election involves one (1) or more ward councilmembers, the recall election must be conducted only within the wards of the affected councilmembers. If it involves a councilmember who is elected at large, the election must be a citywide election.

Section 5.18. Procedure at Recall Election.

The city clerk must include with the published notice of the election the statement of the grounds for recall and also, in not more than five hundred (500) words, the response of the councilmember concerned in justification of their course in office. The election must be conducted in accordance with statute and election law, as amended from time to time.

Section 5.19. Form of Recall Ballot.

The form of the ballot at such election shall be: "Shall _____ be recalled and thereby removed from office?" The name of the councilmember whose recall is sought and their office shall be inserted in the blank. The voters shall be permitted to vote separately "yes" or "no" upon this question. If a majority of those voting on the question of recall vote in favor of recall, the official shall be thereby removed from office, effective as allowed by statute and election law, as amended from time to time.

Section 5.20. Procedure to Fill Vacancy.

In the event that a councilmember is recalled by the voters or resigns after a petition has been filed for their recall, the vacancy must be filled pursuant to Sec. 20.5 – Vacancies in the council.

=

Section 5.21. Term.

The term of the candidate selected by the voters at the special election to fill the unexpired term shall start as soon as the certified results have been canvassed by the council and filed with the city clerk and the person has been duly qualified for office.

Section 5.22. Offenses; penalty.

It is unlawful for a person to:

- a. Sign a name other than that person's own name to an initiative, referendum, or recall petition;
- b. Circulate an initiative, referendum, or recall petition without required attachments;
- c. Circulate an initiative, referendum, or recall petition when unqualified to do so;
- d. Sign an initiative, referendum, or recall petition when that person knows they are not qualified to do so;
- e. Make a false affidavit in connection with an initiative, referendum, or recall petition;
- f. Pay or offer to pay a person, or receive payment or agree to receive payment, for signing an initiative, referendum, or recall petition;
- g. Pay or offer to pay a person, or receive payment or agree to receive payment, on a basis related to the number of signatures obtained for circulating an initiative, referendum, or recall petition. This subsection does not prohibit the payment of salary and expenses for circulation of the petition on a basis not related to the number of signatures obtained, as long as the circulators fully disclose all contributions received to the city clerk upon submission of the petitions.

A violation of this section is a misdemeanor punishable in accordance with state law.

Sec. 2.05. Vacancies in the council.

A vacancy in the council shall exist in case of:

- (1) The failure of any person elected thereto to qualify on or before the date of the second regular meeting of the new council; or
- (2) The death, resignation, removal from office, removal from the city, continuous absence of any councilmember from the city for more than three (3) months; or
- (3) The failure of any councilmember without good cause to perform any of the duties of membership in the council for a period of two (2) months; or
- (4) The conviction of any such person of a crime for which a sentence of imprisonment for more than one year may be imposed, whether before or after such person's qualification.

If a vacancy on the council is for a period of more than twelve (12) months, the council shall by resolution declare the vacancy to exist and shall by resolution call for a special election as provided in this section.

If a vacancy on the council is for a period of less than twelve (12) months, the council shall by resolution declare that the vacancy exists. Within the next forty-five (45) days, the council shall by resolution appoint an eligible person to the existing vacancy. The appointee shall serve until January 1 following the next regular municipal election, or until their successor is elected and qualified. ~~At the next regular municipal election, the office will be filled for the unexpired term.~~

The council may by resolution waive its right to appoint to fill a vacancy and may call a special election to be held as soon as legally permissible. If a vacancy on the council is not filled by appointment within the forty-five (45) days following the declaration of the vacancy, the council shall call a special election as provided in this section.

Notwithstanding anything to the contrary herein, any vacancy resulting from a recall election or from a resignation following the filing of a recall petition shall be filled in the manner provided above.



City of Blaine

Signature Copy

Ordinance: ORD 24-2540

Amend City Charter Chapter 5. Initiative and Referendum and Recall

CHAPTER 5. INITIATIVE AND REFERENDUM AND RECALL

Sec. 5.13. Reserved.

Section 5.14. The Recall.

No less than twenty-five (25) registered voters eligible to vote on candidates for that office may form themselves into a committee for the purpose of bringing about the recall of any member of council, which is comprised of a mayor and six (6) councilmembers, as outlined in Sec. 2.03. - Elective Offices, or as amended from time to time. If the committee seeks the recall of a ward councilmember, the registered voters constituting the committee must be from that councilmember's ward. The committee must certify to the city clerk the name of the councilmember whose removal is sought, a statement of the grounds for removal in not more than two hundred and fifty (250) words, and the committee's intention to bring about their recall. A copy of this certificate must be attached to each signature paper and no signature paper may be put into circulation previous to such certification.

The Minnesota Constitution and state court decisions restrict the recall of elected city officials to cases of serious malfeasance during the term of office the performance of the duties of the office. The grounds for recall, as set forth in the recall petition, must be predicated on one (1) or more charges of serious malfeasance during the term of office in the performance of the duties of the office. For this purpose the word "malfeasance" means the performance of an act by a councilmember in their official capacity that is wholly illegal and wrongful.

Section 5.15. Recall Petitions.

The petition for the recall of any councilmember must consist of a certificate identical to that filed with the city clerk together with all the signature papers and affidavits thereto attached. All the signatures need not be on one (1) signature paper, but the circulator of every signature paper must make an affidavit that each signature appended to the paper is the genuine signature of the person whose name it purports to be. Every circulator of a signature paper must be a registered voter eligible to vote on candidates for that office. Each signature paper must be in substantially the following form:

RECALL PETITION

Proposing the recall of _____ from the office as _____ which recall is sought for the reasons set forth in the attached certificate.

Committee

This movement is sponsored by the following committee of registered voters eligible to vote on candidates for that office.

-	<u>Legal Signature</u>	<u>Name</u> <u>(print legibly)</u>	<u>Address</u> <u>(print legibly)</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
<u>[listing all members of the committee]</u>			

Instructions to Petition Signers

You are being asked to sign a petition. You must be a resident of, and a registered voter in, the City of Blaine and corresponding ward if the subject of the recall petition is not at large. Every person signing this petition must do so in the presence of the person circulating the petition. It is a criminal offense to sign a name other than your own to the petition or to accept compensation for signing your name to the petition. Pursuant to Section 5.16 of Blaine City Charter, twenty (20) percent of the total number of registered voters eligible to vote on candidates for that office at the last preceding regular municipal election is required to be deemed a sufficient petition, which is signatures.

The undersigned registered voters, all being eligible to vote on candidates for that office, understanding the nature of the charges against the councilmember herein sought to be recalled, desire the holding of a recall election for that purpose.

-	<u>Date</u>	<u>Legal Signature</u>	<u>Name</u> <u>(print legibly)</u>	<u>Address</u> <u>(print legibly)</u>
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

The affidavit of the circulator must be attached at the end of the list of signatures.

Section 5.16. Filing of Petition.

Within thirty (30) days after the filing of the original certificate, the committee must file the completed petition in the office of the city clerk. The city clerk must examine the petition within the next ten (10) working days and if the city clerk and/or city attorney finds it irregular in any way, or finds that the number of signers is less than twenty (20) percent of the total number of registered voters eligible to vote on candidates for that office at the last preceding regular municipal election, the city clerk must so notify one (1) or more members of the committee. The committee shall then be given ten (10) days in which to file additional signature papers and to correct the petition in all other respects, but the committee may not change the statement of the grounds upon which the recall is sought. If at the end of that time the city clerk and/or city attorney finds the petition still insufficient or irregular, the city clerk must notify all the members

of the committee to that effect and file the petition in the city clerk's office. No further action shall be taken thereon.

Section 5.17. Recall Election.

If the petition or amended petition is found sufficient, the city clerk must transmit it to the council without delay, and must also officially notify the person sought to be recalled of the sufficiency of the petition and of the pending action. If the councilmember sought to be recalled does not resign within ten (10) days after having been given such notice, the council shall, at its next meeting occurring more than ten (10) days after the receipt by the council of the recall petition, by resolution, provide for the holding of a special recall election as allowed by statute and election law, as amended from time to time. If the special recall election involves one (1) or more ward councilmembers, the recall election must be conducted only within the wards of the affected councilmembers. If it involves a councilmember who is elected at large, the election must be a citywide election.

Section 5.18. Procedure at Recall Election.

The city clerk must include with the published notice of the election the statement of the grounds for recall and also, in not more than five hundred (500) words, the response of the councilmember concerned in justification of their course in office. The election must be conducted in accordance with statute and election law, as amended from time to time.

Section 5.19. Form of Recall Ballot.

The form of the ballot at such election shall be: "Shall _____ be recalled and thereby removed from office?" The name of the councilmember whose recall is sought and their office shall be inserted in the blank. The voters shall be permitted to vote separately "yes" or "no" upon this question. If a majority of those voting on the question of recall vote in favor of recall, the official shall be thereby removed from office, effective as allowed by statute and election law, as amended from time to time.

Section 5.20. Procedure to Fill Vacancy.

In the event that a councilmember is recalled by the voters or resigns after a petition has been filed for their recall, the vacancy must be filled pursuant to Sec. 20.5 – Vacancies in the council.

=

Section 5.21. Term.

The term of the candidate selected by the voters at the special election to fill the unexpired term shall start as soon as the certified results have been canvassed by the council and filed with the city clerk and the person has been duly qualified for office.

Section 5.22. Offenses; penalty.

It is unlawful for a person to:

- a. Sign a name other than that person's own name to an initiative, referendum, or recall petition;
- b. Circulate an initiative, referendum, or recall petition without required attachments;
- c. Circulate an initiative, referendum, or recall petition when unqualified to do so;
- d. Sign an initiative, referendum, or recall petition when that person knows they are not qualified to do so;
- e. Make a false affidavit in connection with an initiative, referendum, or recall petition;
- f. Pay or offer to pay a person, or receive payment or agree to receive payment, for signing an initiative, referendum, or recall petition;
- g. Pay or offer to pay a person, or receive payment or agree to receive payment, on a basis related to the number of signatures obtained for circulating an initiative, referendum, or recall petition. This subsection does not prohibit the payment of salary and expenses for circulation of the petition on a basis not related to the number of signatures obtained, as long as the circulators fully disclose all contributions received to the city clerk upon submission of the petitions.

A violation of this section is a misdemeanor punishable in accordance with state law.

Sec. 2.05. Vacancies in the council.

A vacancy in the council shall exist in case of:

- (1) The failure of any person elected thereto to qualify on or before the date of the second regular meeting of the new council; or
- (2) The death, resignation, removal from office, removal from the city, continuous absence of any councilmember from the city for more than three (3) months; or
- (3) The failure of any councilmember without good cause to perform any of the duties of membership in the council for a period of two (2) months; or
- (4) The conviction of any such person of a crime for which a sentence of imprisonment for more than one year may be imposed, whether before or after such person's qualification.

If a vacancy on the council is for a period of more than twelve (12) months, the council shall by resolution declare the vacancy to exist and shall by resolution call for a special election as provided in this section.

If a vacancy on the council is for a period of less than twelve (12) months, the council shall by resolution declare that the vacancy exists. Within the next forty-five (45) days, the council shall by resolution appoint an eligible person to the existing vacancy. The appointee shall serve until January 1 following the next regular municipal election, or until their successor is elected and qualified. ~~At the next regular municipal election, the office will be filled for the unexpired term.~~

The council may by resolution waive its right to appoint to fill a vacancy and may call a special election to be held as soon as legally permissible. If a vacancy on the council is not filled by appointment within the forty-five (45) days following the declaration of the vacancy, the council shall call a special election as provided in this section.

Notwithstanding anything to the contrary herein, any vacancy resulting from a recall election or from a resignation following the filing of a recall petition shall be filled in the manner provided above.



City of Blaine Staff Report

File Number: RES 24-21

Agenda Date	Status
January 17, 2024	
In Control	File Type
City Council	Resolution

7:00 PM - Public Hearing and Items Published for a Certain Time - Daniel Schluender, Director of Engineering

Agenda Item # 9.3

Order Improvement and Order Preparation of Plans and Specifications for the 2024 Southwest Area Street Reconstructions, Improvement Project No. 24-07

Executive Summary

Council is asked to conduct the public hearing and consider ordering the improvements and preparation of the project plans and specifications for the 2024 Southwest Area Street Reconstructions.

Background

Notice for this hearing has been published and mailed. An open house for affected property owners was held on January 9, 2024.

The proposed project will reconstruct the following streets:

Area 1

- 89th Avenue (from University Avenue to MN Trunk Highway 65)

Area 2

- 85th Avenue (from dead end west of Lincoln Street to Central Avenue Service Road)
- Lincoln Street (from 85th Avenue to 89th Avenue)

Area 3

- 85th Avenue (from Lincoln Street to MN-65)

Area 4

- Central Avenue Service Road (From 500 feet south of 87th Avenue to the cul-de-sac just south of 89th Avenue)

The proposed project will generally involve reconstructing the existing roads according to the following:

Area 1 is proposed to be reconstructed with full depth pavement and aggregate base replacement, spot curb replacement, storm sewer repairs and replacements, bituminous trail replacement, spot water main repairs, and appurtenant construction.

Area 2 consists of city streets with rural sections and no curb and gutter. The method of reconstruction will be a full reconstruction to the city standard residential street, which will include full depth pavement replacement, installation of concrete curb and gutter, storm sewer improvements, spot water main repairs, and appurtenant construction.

Area 3 is proposed to be reconstructed with full depth pavement replacement, spot curb replacement, minor storm sewer repairs, spot water main repairs, and appurtenant construction.

Area 4 is proposed to be reconstructed with full depth pavement replacement, spot curb replacement, spot water main repairs, and appurtenant construction.

The estimated cost of these proposed improvements is \$8,525,270 with \$1,224,589 to be assessed to the benefitting properties over a 15-year period. In addition, replacement of existing sanitary sewer castings and rings and select hydrants and valves at an estimated cost of \$1,629,670 is proposed to be paid for by the City Public Utility Funds. The remaining portion of \$5,671,011 is proposed to be paid from the City's Pavement Management Program Fund and Municipal State Aid Funds.

Schedule of Actions

8/7/2023	Initiate Project and Order Preparation of Feasibility Report
12/18/2023	Receive Feasibility Report and Order Public Hearing
1/9/2024	Public Information Meeting/Open House
1/17/2024	Hold Public Hearing, order improvements, order preparation of plans and specifications
3/4/2024	Approve plans and specifications, order advertisement for bids
4/8/2024	Open Bids
4/15/2024	Award Contract
May-October 2024	Construct improvements
Spring 2025	Hold Assessment Hearing
January 2026	First Assessment payment due with real estate taxes

Strategic Plan Relationship

The project aligns with the City's strategic initiatives for growth management and providing a well-maintained infrastructure by providing high-quality street surfaces.

Board/Commission Review

Not applicable

Financial Impact

The project will be funded by a combination of assessments and bond proceeds placed in the City Pavement Management Program fund, Public Utility Funds and Municipal State Aid System funds. The 2023 CIP project budget included \$113,500 for consulting and the 2024 CIP includes \$5,760,000 of funding for consulting, construction, and contingency for a total project budget of \$5,873,500. With estimated improvement costs of \$8,525,270, the 2024 budget and CIP may need to be amended, and additional bond proceeds may need to be issued to finance project costs. Alternatively, the project could be split into multiple years or bids can be rejected and the project rebid in 2025. Any or all of these options will be brought to council when the contract is proposed to be awarded.

Public Outreach/Input

The project is being conducted pursuant to MN Statutes, Chapter 429 and is compliant with all public notification requirements thereof.

Staff Recommendation

By motion, adopt the resolution.

Attachment List

1. 24-07 Project Area Map
2. 24-07 Feasibility Report - Final



City of Blaine

Signature Copy

Resolution: RES 24-21

Order Improvement and Order Preparation of Plans and Specifications for the 2024 Southwest Area Street Reconstructions, Improvement Project No. 24-07

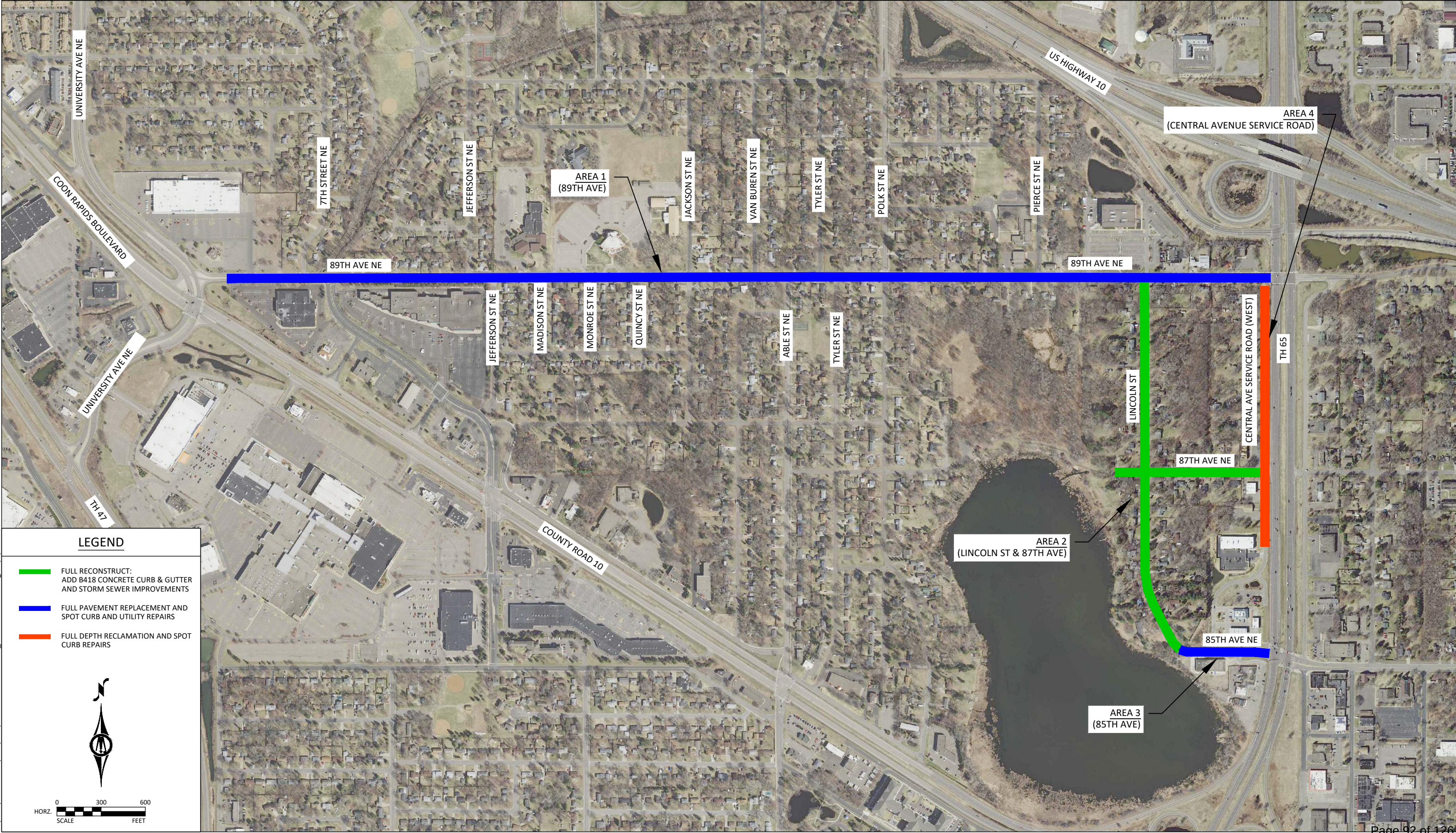
WHEREAS, Resolution No. 23-178 the Blaine City Council, adopted on the 18th day of December, 2023, ordered a public hearing on the proposed project; and

WHEREAS, the required notices were published and mailed to benefitting property owners, and the public hearing was held on the 17th day of January, 2024, at which time all persons desiring to be heard were given an opportunity to be heard.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Blaine as follows:

1. Such improvements are hereby ordered as proposed in the Feasibility Report, which was accepted by Resolution No. 23-178 adopted on the 18th day of December, 2023.
2. The City Engineer is hereby designated as the Engineer for this improvement and is directed to prepare plans and specifications for the making of this improvement.
3. The City Council declares its official intent to reimburse itself for the costs of the improvement from the proceeds of tax exempt bonds.

PASSED by the City Council of the City of Blaine this 17th day of January, 2024.



H:\BLA\011131355\CAD\C3D\FIGR-131355-FIGURE 1 LOCATION MAP.dwg 12/5/2023 6:58:19 AM



**BOLTON
& MENK**

Real People. Real Solutions.



Feasibility Report for

Improvement Project No. 24-07
Pavement Management Program

2024 Southwest Area Street Reconstruction Project

Bolton & Menk, Inc. Project No. ON1.131355
December 7, 2023

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

By: _____

Michael Nill, P.E.
License No. 26914

Submitted by:

Bolton & Menk, Inc.
3507 High Point Drive North
Bldg. 1, Suite E130
Oakdale, MN 55128

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Appendix

Appendix A – Figures

- Figure 1: Location Map
- Figure 2: Assessable Properties

Appendix B – Exhibits

- Exhibits 1A, 1B, 1C & 1D: Proposed Assessment Rolls (Area 1)
- Exhibits 2A & 2B: Proposed Assessment Rolls (Area 2)
- Exhibit 3A: Proposed Assessment Roll (Area 3)
- Exhibits 4A & 4B: Proposed Assessment Rolls (Area 4)

I. EXECUTIVE SUMMARY

The proposed project consists of improvements to the streets within the following areas:

- **Area 1**
 - 89th Avenue (from University Avenue to MN-65)
- **Area 2**
 - 87th Avenue (from dead end west of Lincoln Street to Central Avenue Service Road)
 - Lincoln Street (85th Avenue to 89th Avenue)
- **Area 3**
 - 85th Avenue (from Lincoln Street to MN-65)
- **Area 4**
 - Central Avenue Service Road (From 500 feet south of 87th Avenue to the cul-de-sac just south of 89th Avenue)

Area 1 consists of full depth pavement and aggregate base replacement, including spot curb replacement, storm sewer repairs and replacements, and trail replacement. Area 2 consists of full reconstruction of all the streets to the city's standard residential street typical section, including concrete curb and gutter. The existing storm sewer system will be supplemented with new storm sewer as needed. Area 3 consists of full depth pavement replacement, including spot curb replacement and minor storm sewer repairs. Area 4 consists of street rehabilitation by means of full depth reclamation, pavement replacement, and spot curb replacement.

Additional proposed improvements on the above streets include replacement of water main valves and hydrants, traffic control signage, and appurtenant construction.

The location of the proposed project areas within the City of Blaine is shown on attached Figure 1 in Appendix A.

The total estimated project cost of the proposed improvements is **\$8,525,270**, of which **\$1,224,589** is proposed to be assessed over a fifteen-year period. In addition, replacement of existing sanitary sewer castings and rings and select hydrants and valves at an estimated cost of **\$1,229,670** is proposed to be paid for by City Public Utility Funds. The remaining portion of **\$6,071,011** is proposed to be paid from the City's Pavement Management Program Fund and Municipal State Aid Funds.

The project is necessary, cost-effective, and feasible and would result in a benefit to the properties proposed to be assessed.

II. PROJECT HISTORY

The Blaine City Council initiated the project and ordered the preparation of a feasibility report on August 7, 2023, with Resolution No. 23-127. On August 14, 2023, staff added Area 3 to the project scope based on its pavement condition and proximity to the other streets in Area 1 and 2.

This report is based on field observations, record drawing information, aerial photography, and a topographic survey performed during the summer of 2023.

III. PROJECT AREA CHARACTERISTICS

A. STREETS AND UTILITIES

Area 1: 89th Avenue was previously reconstructed in 2001 with a section consisting of 5.5 inches of bituminous pavement over 6 inches of aggregate base and B618 concrete curb and gutter. The pavement has reached the point of failure with significant block, transverse, and longitudinal cracking and has failed to a point where an overlay is not feasible. The existing storm sewer was supplemented with new storm sewer in 2001 and consists of 12-inch to 24-inch diameter reinforced concrete pipe (RCP).

The majority of the sanitary sewer consists of 8-inch to 15-inch diameter vitrified clay pipe (VCP) and reinforced concrete pipe (RCP) that was installed in the early 1960s and was lined with a cured-in-place pipe between 2009 and 2011. The existing water main, which was installed in the early 1960s, is 6-inch diameter cast iron pipe (CIP) east of Polk Street and 12-inch to 14-inch CIP west of Polk Street.

Area 2: Lincoln Street and 87th Avenue were constructed without curb and gutter in the mid-1960s with a section consisting of approximately 2 inches of bituminous pavement on 4 inches of aggregate base. The pavement has reached the point of failure with significant block, transverse, and longitudinal cracking and has failed to a point where an overlay is not feasible. The existing storm sewer consists of 42-inch and 48-inch diameter RCP along 87th Avenue.

The existing sanitary sewer, consisting of 10-inch diameter VCP on Lincoln Street (south of 87th Avenue) and 15-inch diameter RCP on 87th Avenue and Lincoln Street (north of 87th Avenue), was installed in the mid-1960s and was lined with a cured-in-place pipe in 2011. The existing water main, also installed in the mid-1960s, is 6-inch diameter cast iron pipe CIP.

Area 3: 85th Avenue was constructed in 1966 with 7 to 9-inches of concrete pavement. In 2014, as part of the construction of the Kwik Trip store development, concrete curb and gutter was added along the edge of the concrete pavement on 85th Avenue. The pavement has reached the point of failure with significant block, transverse, and longitudinal cracking and has failed to a point where an overlay is not feasible. The existing storm sewer consists of 42-inch and 48-inch diameter RCP along 87th Avenue and 12-inch to 18-inch diameter RCP along Lincoln Street and 85th Avenue.

The existing sanitary sewer, consisting of 10-inch diameter VCP, was installed in the mid-1960s and was lined with a cured-in-place pipe in 2011. The existing water main, also installed in the mid-1960s, is 6-inch diameter cast iron pipe CIP

Area 4: Central Avenue Service Road was originally constructed in the mid-1960s and reconstructed with concrete curb and gutter in 2000. The current section consists of 3 inches of bituminous pavement on 4 inches of aggregate base with B618 concrete curb and gutter. The pavement is showing signs of deep raveling of the pavement surface. The existing storm sewer consists of 15-inch to 27-inch diameter RCP.

The existing sanitary sewer, consisting of 8-inch diameter VCP was installed in the mid-1960s and was lined with a cured-in-place pipe in 2011. The existing water main, also installed in the mid-1960s, is 12-inch diameter cast iron pipe CIP.

B. DRAINAGE CHARACTERISTICS

The drainage characteristics of each area is described below:

Area 1: Stormwater generated within Area 1 flows to multiple low points along 89th Ave NE, where existing catch basins collect and route runoff to three primary trunk storm sewer systems, identified as the Springbrook Creek system, the Monroe St NE system, and lastly the Pierce St NE system.

Area 2: Stormwater generated within Area 2 flows to multiple low points along Lincoln St. and 87th Ave NE, where existing catch basins collect and route runoff through trunk storm sewer to the intersection of 87th Ave NE and Lincoln St., ultimately discharging into Laddie Lake system.

Area 3: Stormwater generated within Area 3 flows to an existing pond in the NE corner of 85th Ave NE and Lincoln Street, and ultimately discharges into Laddie Lake system.

Area 4: Stormwater generated within Area 4 is routed to multiple low points along the roadway corridor, where existing catch basins collect and route runoff to the south, into the 87th Ave NE Trunk line, before ultimately being discharged into Laddie Lake.

C. MISCELLANEOUS EXISTING CHARACTERISTICS

A defined emergency response area (ERA) has been identified that covers the eastern half of Area 1, spanning from Tyler St NE to TH 65, along with the northern portion of Area 2. Infiltration is prohibited in such areas, and therefore all proposed volume reduction BMP's will be completely outside of the defined ERA boundary. Based on preliminary GIS soil evaluations, the primary soil group within Areas 1 and 2 reflect HSG-A type soils, which are conducive to infiltration. A defined Moderate Vulnerability DWSMA has also been identified to cover the entirety of the project site. However, infiltration is acceptable within DWSMAs that are Moderately Vulnerable. Therefore, volume reduction BMPs outside of the defined ERA, filtration BMPs within the defined ERA, in addition to sump structures at primary outfall locations, will be considered the primary stormwater treatment features implemented as part of this project.

IV. PROPOSED IMPROVEMENTS

The proposed improvements in Area 1 consist of full depth pavement and aggregate base replacement, including spot curb replacement, storm sewer repairs and replacements, and trail replacement. Area 2 consists of full reconstruction of all the streets to the city's standard residential street typical section, including B418 concrete curb and gutter, and storm sewer repairs and replacements. The existing storm sewer system will be supplemented with new storm sewer as needed. Area 3 consists of full depth pavement replacement, including spot curb replacement and minor storm sewer repairs. Area 4 consists of street rehabilitation by means of full depth reclamation, pavement replacement, and spot curb replacement.

The existing sanitary sewer castings and rings would be replaced in Areas 1, 2 and 3. The existing valves and old-style hydrants would be replaced in all four areas. The improvements are necessary, cost-effective, and feasible. It is not anticipated that additional right-of-way would be needed for the project. Each improvement is further described as follows:

A. SANITARY SEWER

Public Works and Engineering staff have reviewed the existing sanitary sewer along the project corridor and concur that there are no issues with the existing mains. All sanitary sewer lines on the project were lined with a cured-in-place pipe between 2009 and 2011. The project would include the removal of the existing manhole castings and adjusting rings and installation of new castings and adjusting rings on all sanitary manholes in Area 1, Area 2, and Area 3. The existing castings in Area 4 are all within the boulevard and will not be impacted by the street improvements. Therefore, no sanitary sewer improvements are anticipated in Area 4.

B. WATER MAIN

Public Works and Engineering staff have reviewed the water main installation dates and water main break data along the project corridor and concur that the existing cast iron water main installed in the early 1960s has no issues indicating the need for replacement or repair. The hydrants and valve boxes were also inspected. All valves and old-style hydrants would be replaced with this project in all four areas.

C. STREET CONSTRUCTION

Area 1: Based on several potholes performed on 89th Avenue, full depth pavement and aggregate base replacement, along with spot curb and gutter repairs, is proposed for Area 1. The existing aggregate base consists of recycled concrete that precludes the option of full depth reclamation. Less than 20% of the existing concrete curb and gutter needs to be replaced, and no changes to the existing geometry are anticipated. It is also proposed to remove the existing 8-foot-wide bituminous trail and replace it with a 6-foot-wide concrete sidewalk. The narrower sidewalk will provide the opportunity to avoid, where possible, the existing power poles that are currently adjacent to or within the existing bituminous trail corridor.

Area 2: All streets in Area 2 would be reconstructed to the city's standard typical section for reconstructed residential streets, which consists of 3.5 inches of bituminous pavement over 4 inches of class 5 aggregate base and B418 concrete curb and gutter. The current street width is approximately 30 feet wide. It is proposed to reconstruct these streets to the city standard width of 29 feet from back of curb to back of curb.

Area 3: A large portion 85th Avenue currently has concrete pavement, 7-inches to 9-inches thick. The concrete pavement, along with any bituminous pavement, will be removed and replaced with 4 inches of bituminous pavement. Locations with existing concrete pavement will be supplemented with 3-inches to 5-inches of class 5 aggregate base. It is anticipated that less than 10% of the concrete curb and concrete median need to be replaced. No changes to the existing geometry are anticipated.

Area 4: Due to the depth of raveling occurring in the bituminous pavement along the Central Avenue Service Road, full depth reclamation of the existing bituminous pavement and aggregate base to a depth of 7 to 8 inches is proposed. Excess reclaimed material would be removed to allow room for 3.5 inches of new bituminous pavement per the city's current standard street typical section. In addition, any damaged curb would be removed and replaced where appropriate. It is anticipated that less than 5% of the concrete curb needs to be replaced. No changes to the existing geometry are anticipated.

D. STORM DRAINAGE

To improve the drainage characteristics of each area, new storm sewer, rehabilitation of existing storm sewer, and multiple Best Management Practices (BMPs) within the drainage areas are proposed. Sump catch basin structures will be installed as a BMP throughout the project where appropriate to aid in the removal of sediment. Additional proposed improvements are described below:

Area 1: Select storm sewer improvements along the 89th Ave corridor are being proposed, which consist of the replacement of a 48-inch equivalent arch corrugated metal pipe (CMP) culvert crossing at 87th Lane, including the existing 14'x4' vault structure on the downstream end of the culvert, as well as the replacement of all block storm sewer structures with precast structures. Castings will be adjusted to final grade with new concrete adjusting rings. The remaining existing storm sewer pipe within 89th Avenue would remain in place where possible. An Emergency Response Area (ERA) has been identified along the east end of the 89th Ave corridor, therefore proposed infiltration/filtration BMPs will be located appropriately.

Area 2: Select storm sewer improvements along Lincoln St and 87th Ave NE will consist of the replacement of all block storm sewer structures with new precast structures, along with the addition of proposed catch basins at new sag points. Area 2 is fully developed, offering limited greenspace to implement BMPs for stormwater management. Therefore, proposed stormwater management will consist of various subsurface infiltration/filtration features that promote the collection, management, and treatment of onsite runoff.

Area 3: Storm sewer improvements along 85th Avenue consist of patching and cleaning structures.

Area 4: Proposed improvements along the Central Avenue Service Road will reflect roadway surface maintenance activities, and therefore will not include any utility or storm sewer improvements.

V. IMPACT OF PROPOSED IMPROVEMENTS

The proposed street improvements would not create any new maintenance issues for the Public Works staff other than the annual cleaning of added sump manholes. The City would work with affected property owners and the Contractor to resolve any situations that arise during construction. Short term traffic delays, construction dust and noise, and erosion would occur. Efforts to minimize these impacts include the restriction of work hours and dust and erosion control measures. Any disruptions that occur to existing yards, sprinkler systems, and driveways would be restored.

VI. SUMMARY OF ESTIMATED PROJECTS COSTS

A breakdown of the estimated construction and administrative costs for each area is shown in the following table. All costs are based on anticipated unit prices for the 2024 construction season and include a 10% contingency to account for elements of construction that are unknown at this time.

Estimated Project Costs						
Item		Area 1	Area 2	Area 3	Area 4	TOTALS
Construction Costs						
Street/Storm Sewer		\$4,093,400	\$1,170,400	\$205,600	\$142,600	\$5,612,000
Water Main		\$671,800	\$135,200	\$27,500	\$52,000	\$886,500
Sanitary Sewer		\$37,100	\$17,300	\$5,000	\$0	\$59,400
Total Estimated Construction Costs		\$4,802,300	\$1,322,900	\$238,100	\$194,600	\$6,557,900
Administrative Costs						
Engineering	18%	\$864,414	\$238,122	\$42,858	\$35,028	\$1,180,422
Assessment	1%	\$48,023	\$13,229	\$2,381	\$1,946	\$65,579
Legal	1%	\$48,023	\$13,229	\$2,381	\$1,946	\$65,579
Administration	5%	\$240,115	\$66,145	\$11,905	\$9,730	\$327,895
Capitalized Interest	4%	\$192,092	\$52,916	\$9,524	\$7,784	\$262,316
Bonding	1%	\$48,023	\$13,229	\$2,381	\$1,946	\$65,579
Total Estimated Administrative Costs		\$1,440,690	\$396,870	\$71,430	\$58,380	\$1,967,370
Total Estimated Project Costs		\$6,242,990	\$1,719,770	\$309,530	\$252,980	\$8,525,270

VII. ASSESSMENT METHODOLOGY

It is proposed that the project be assessed over 15 years in accordance with the City's Assessment Policy. All streets would be assessed using methods described within the City of Blaine Special Assessment Policy, which will include using the linear foot assessment method for the commercial/industrial, high-density residential, and fire department/church properties, and the unit assessment method for single-family residential properties.

In accordance with the City of Blaine Special Assessment Policy, the fire department, churches, and single-family zoned residential properties are assessed based on 35% of the street/storm sewer project costs. The commercial/industrial and high-density residential properties are assessed based on 50% of the street/storm sewer project costs. Public utility funds are responsible for 100% of the sanitary sewer and water main costs.

89th Avenue in Area 1 is not a typical residential street. Therefore, the single-family residential and high-density residential properties within Area 1 would be assessed based on a typical 29-foot wide (from back of curb to back of curb) residential street per the city's Standard Detail Plate ST-9.

See Figure 2 in Appendix A for the parcels proposed to be assessed and Exhibits 1A-1D, 2A-2B, 3A, and 4A-4B for the proposed assessment rolls.

VIII. FINANCING

Based on the previous Estimated Project Costs table, the total estimated project cost is **\$8,525,270.00**. The proposed project would be temporarily financed by the city. Permanent funding would be provided by the Pavement Management Program (PMP) Funds, Public Utility Funds, Municipal State Aid Street (MSAS) funds, and the costs assessed to the benefiting parcels in accordance with current City of Blaine Special Assessment Policy and Minnesota Statutes Chapter 429, Special Assessment Laws.

A breakdown of the costs assigned to each funding source to finance the estimated projects costs for each street is shown in the following table:

Financing Summary					
Item	Funding Source				
Temporary Funding Source	City Internal Funds				
Permanent Funding Source	PMP Funds, Public Utility Funds, MSAS Funds, and Assessments				
Financing	Area 1	Area 2	Area 3	Area 4	TOTALS
Total Paid from PMP Funds	\$2,836,765	\$1,094,234	\$233,881	\$156,131	\$4,321,011
Total Paid from Public Utility Funds	\$921,570	\$198,250	\$42,250	\$67,600	\$1,229,670
Total Paid from MSAS Funds	\$1,750,000	\$0	\$0	\$0	\$1,750,000
Total Generation from Assessments	\$734,655	\$427,286	\$33,399	\$29,249	\$1,224,589
Total Financing	\$6,242,990	\$1,719,770	\$309,530	\$252,980	\$8,525,270

A. **FINANCE STATEMENT**

With reference to this Feasibility Report for Improvement Project 24-07 as prepared by Bolton & Menk, Inc., dated December 7, 2023:

1. The project would be temporarily funded through existing City internal funds whereupon permanent financing would be obtained through the city's Pavement Management Program Funds, Public Utility Funds, and assessments.
2. Sufficient moneys are currently available from the City's internal funds to temporarily fund the special assessment portion of the project. It is estimated that **\$1,224,589** would be assessed.
3. Sufficient moneys are currently available from the City's Pavement Management Fund, Public Utility Fund, and MSAS Fund to pay for the proposed street and utility improvements for the project at an estimated cost of **\$7,300,681**.

IX. **SCHEDULE**

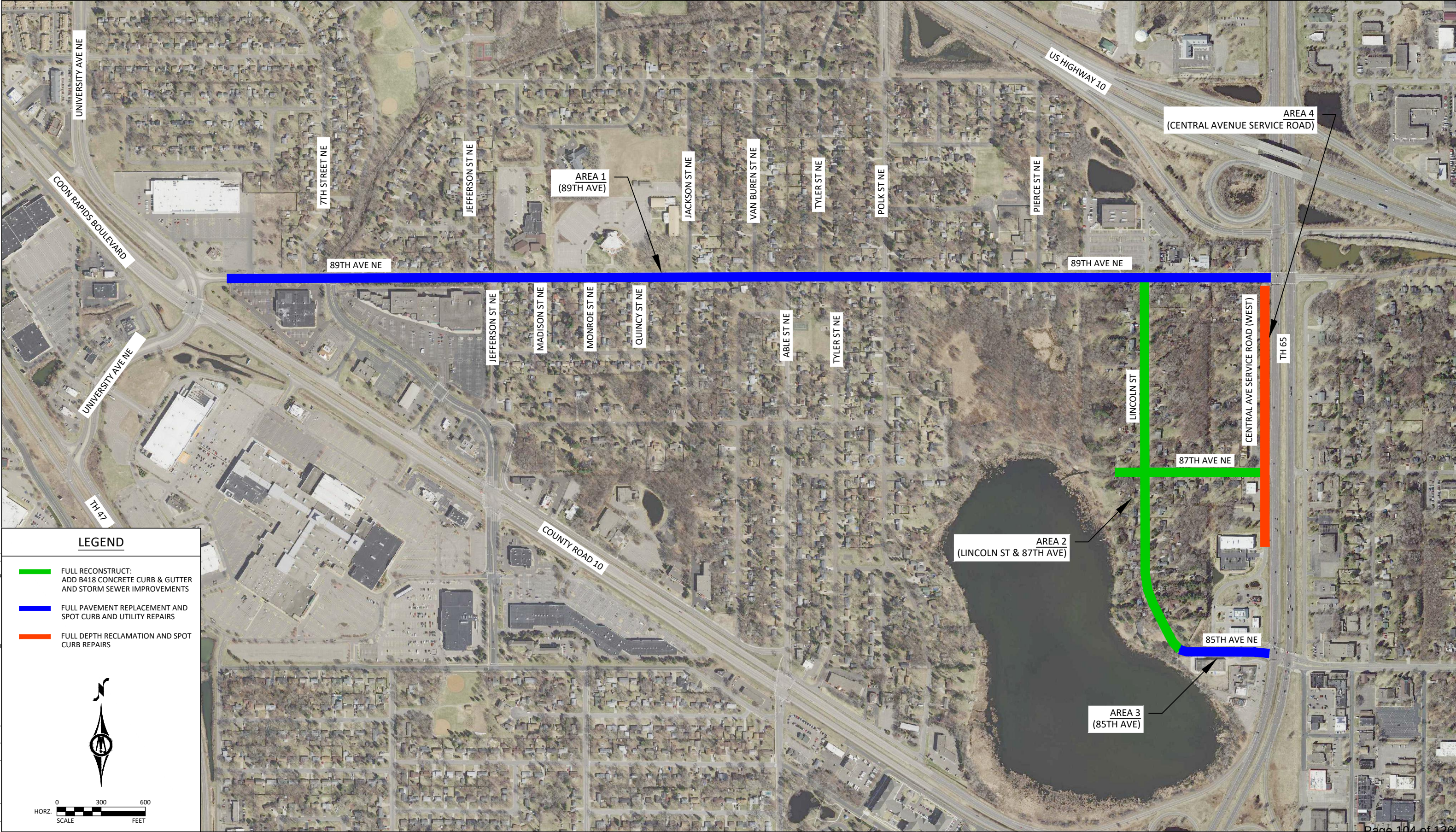
The following schedule allows for construction to be completed during the 2024 construction season:

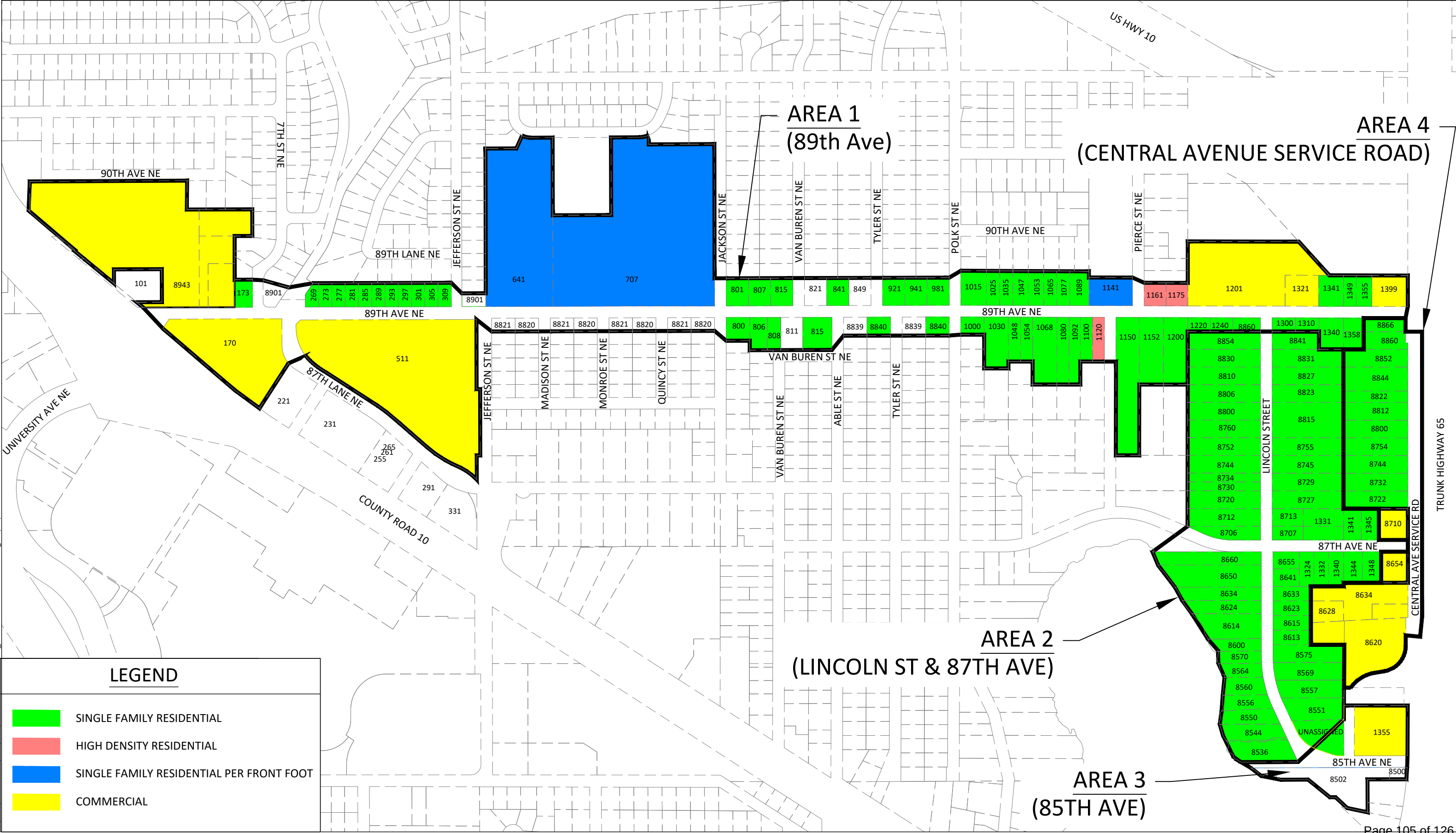
Proposed Project Schedule	
December 18, 2023	Receive feasibility report, order public hearing
January 9, 2024	Public Information Meeting/Open House
January 17, 2024	Hold public hearing, order improvements, order preparation of plans & specifications
March 4, 2024	Approve plans & specifications, order advertisement for bids
April 8, 2024	Open bids
April 15, 2024	Award contract
May - Oct 2024	Construct improvements
Spring 2025	Hold assessment hearing
January 2026	First assessment payment due with real estate taxes

X. **PROJECT FEASIBILITY AND RECOMMENDATION**

The project as proposed is technically and financially feasible, cost effective, and would result in a benefit to the properties proposed to be assessed. It is recommended that the Council accept this report, hold a public hearing, and order the proposed improvements.

Appendix A: Figures





H:\BLA\01\1131355\CAD\C3D\FIGR-131355-FIGURE 2 - ASSESSABLE PROPERTIES.dwg 12/14/2023 10:22:52 AM

Appendix B: Exhibits

PROJECT 24-07
2024 SOUTHWEST AREA STREET RECONSTRUCTION - AREA 1
89TH AVE (UNIVERSITY AVE TO MN-65)
CITY OF BLAINE
EXHIBIT NO. 1A - SINGLE FAMILY RESIDENTIAL
PROPOSED ASSESSMENT ROLL

ASSESSMENT RATE BREAKDOWN					
CONSTRUCTION COSTS*		\$1,321,700	*(CONSTRUCTION COSTS DO NOT INCLUDE STREET OVERSIZING, WATER MAIN, SANITARY SEWER, DRIVEWAY REPLACEMENT, AND LANDSCAPING/IRRIGATION REPAIR COSTS)		
ADMINISTRATIVE COSTS		\$396,510			
TOTAL COST		\$1,718,210			
RESIDENTIAL ASSESSMENT RATE		x 35%	TOTAL FRONT FOOTAGE	RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT	
ASSESSABLE COST		\$601,374 ÷	13157.5 LF	=	\$45.71
RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT			ASSESSABLE SINGLE FAMILY RESIDENTIAL FOOTAGE	AMOUNT ASSESSED	ASSESSABLE RESIDENTIAL LOT UNITS
\$45.71	X		5639.2 LF	=	\$257,765.55
				÷	54
				=	\$4,773.44
PROPERTY PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT	PROPOSED ASSESSMENT
31-31-23-14-0014	981 89TH AVE NE	SCHMITT DANIEL R	1	\$4,773.44	\$4,773.44
31-31-23-14-0015	941 89TH AVE NE	ALBRIGHT BRIAN J	1	\$4,773.44	\$4,773.44
31-31-23-14-0016	921 89TH AVE NE	MASSEY DOUGLAS	1	\$4,773.44	\$4,773.44
31-31-23-14-0044	841 89TH AVE NE	BRODIE WILLIAM J & CONNIE JEAN	1	\$4,773.44	\$4,773.44
31-31-23-14-0072	815 89TH AVE NE	BEVINS RICHARD D	1	\$4,773.44	\$4,773.44
31-31-23-14-0073	807 89TH AVE NE	KROLL JOHN S & LESLIE A	1	\$4,773.44	\$4,773.44
31-31-23-14-0075	801 89TH AVE NE	BOCK CHESTER L & MARY L	1	\$4,773.44	\$4,773.44
31-31-23-23-0005	173 89TH AVE NE	TUFAA, GEBI	1	\$4,773.44	\$4,773.44
31-31-23-24-0014	309 89TH AVE NE	5501 FRANCE LLC	1	\$4,773.44	\$4,773.44
31-31-23-24-0015	305 89TH AVE NE	LINDQUIST JERILYNN E	1	\$4,773.44	\$4,773.44
31-31-23-24-0016	301 89TH AVE NE	ZAMARRIPA RAMON	1	\$4,773.44	\$4,773.44
31-31-23-24-0017	297 89TH AVE NE	PACHECO-AGUILAR, JUAN CARLOS	1	\$4,773.44	\$4,773.44
31-31-23-24-0018	293 89TH AVE NE	LE, HENRY	1	\$4,773.44	\$4,773.44
31-31-23-24-0019	289 89TH AVE NE	THAI, HOA	1	\$4,773.44	\$4,773.44
31-31-23-24-0020	285 89TH AVE NE	PHILLIPS, SAMUEL JAY	1	\$4,773.44	\$4,773.44
31-31-23-24-0021	281 89TH AVE NE	SCHMELZER HANS	1	\$4,773.44	\$4,773.44
31-31-23-24-0022	277 89TH AVE NE	RUKKE KRISTIAN D & JILL M	1	\$4,773.44	\$4,773.44
31-31-23-24-0023	273 89TH AVE NE	MOORMAN, JEFFREY M	1	\$4,773.44	\$4,773.44
31-31-23-24-0024	269 89TH AVE NE	SVARE, GARY	1	\$4,773.44	\$4,773.44
31-31-23-41-0001	800 89TH AVE NE	LA DOUCEUR, JOSEPHINE	1	\$4,773.44	\$4,773.44

ASSESSMENT RATE BREAKDOWN					
CONSTRUCTION COSTS*		\$1,321,700	*(CONSTRUCTION COSTS DO NOT INCLUDE STREET OVERSIZING, WATER MAIN, SANITARY SEWER, DRIVEWAY REPLACEMENT, AND LANDSCAPING/IRRIGATION REPAIR COSTS)		
ADMINISTRATIVE COSTS		\$396,510			
TOTAL COST		\$1,718,210			
RESIDENTIAL ASSESSMENT RATE		x 35%	RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT		
ASSESSABLE COST		\$601,374 ÷	TOTAL FRONT FOOTAGE	=	\$45.71
			13157.5 LF		
RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT \$45.71 X ASSESSABLE SINGLE FAMILY RESIDENTIAL FOOTAGE 5639.2 LF = AMOUNT ASSESSED \$257,765.55 ÷ ASSESSABLE RESIDENTIAL LOT UNITS 54 = ASSESSMENT RATE PER RESIDENTIAL LOT UNIT \$4,773.44					
PROPERTY PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT	PROPOSED ASSESSMENT
31-31-23-41-0003	806 89TH AVE NE	LAW, DOROTHY A	1	\$4,773.44	\$4,773.44
31-31-23-41-0005	808 89TH AVE NE	ROUNSVILLE, JANET	1	\$4,773.44	\$4,773.44
31-31-23-41-0006	815 88 1/2 AVE NE	815 BLAINE LLC	1	\$4,773.44	\$4,773.44
31-31-23-41-0037	8840 POLK ST NE	DOUGLAS PIERRE	1	\$4,773.44	\$4,773.44
31-31-23-41-0060	8840 TYLER ST NE	GALLAGHER, KIERAN M	1	\$4,773.44	\$4,773.44
32-31-23-23-0016	1015 89TH AVE NE	JOHNSON, WAYNE ROBERT	1	\$4,773.44	\$4,773.44
32-31-23-23-0017	1025 89TH AVE NE	ROEKER, LANE	1	\$4,773.44	\$4,773.44
32-31-23-23-0019	1035 89TH AVE NE	KUTH, ROBERT	1	\$4,773.44	\$4,773.44
32-31-23-23-0028	1047 89TH AVE NE	LERMAN MARK	1	\$4,773.44	\$4,773.44
32-31-23-23-0029	1053 89TH AVE NE	MCCARTHY, MARY LOU	1	\$4,773.44	\$4,773.44
32-31-23-23-0085	1065 89TH AVE NE	STANGRET BROOKE	1	\$4,773.44	\$4,773.44
32-31-23-23-0086	1077 89TH AVE NE	SYDNESS SCOTT M & TAMARA L	1	\$4,773.44	\$4,773.44
32-31-23-23-0087	1089 89TH AVE NE	LUND LARRY LEE JR & RACHEL RAE	1	\$4,773.44	\$4,773.44
32-31-23-24-0007	1341 89TH AVE NE #1	WILLIAMSON, TYRONE	1	\$4,773.44	\$4,773.44
32-31-23-24-0012	1349 89TH AVE NE	SPITZER MAXWELL G	1	\$4,773.44	\$4,773.44
32-31-23-24-0015	1355 89TH AVE NE	FISH CATHERINE A	1	\$4,773.44	\$4,773.44
32-31-23-31-0016	1358 89TH AVE NE	ERICKSON DALE E & DENISE V	1	\$4,773.44	\$4,773.44
32-31-23-31-0017	1310 89TH AVE NE	CHI, CHINDA C	1	\$4,773.44	\$4,773.44
32-31-23-31-0018	1300 89TH AVE NE	WOOD, GLENN	1	\$4,773.44	\$4,773.44
32-31-23-31-0048	1220 89TH AVE NE	PERISH DONALD W & K H	1	\$4,773.44	\$4,773.44
32-31-23-31-0049	8860 LINCOLN ST NE	WALDVOGEL THOMAS	1	\$4,773.44	\$4,773.44
32-31-23-31-0050	1240 89TH AVE NE	MOORE, BRIAN	1	\$4,773.44	\$4,773.44
32-31-23-31-0051	1340 89TH AVE NE	HEDGERS, MITCHELL T	1	\$4,773.44	\$4,773.44
32-31-23-32-0002	1150 89TH AVE NE	LESEWSKI JACOB	1	\$4,773.44	\$4,773.44
32-31-23-32-0004	1200 89TH AVE NE	PEEK CHASE	1	\$4,773.44	\$4,773.44
32-31-23-32-0013	1100 89TH AVE NE	MASSEY JAMES	1	\$4,773.44	\$4,773.44
32-31-23-32-0017	1054 89TH AVE NE	SMITH, JENNIFER R	1	\$4,773.44	\$4,773.44
32-31-23-32-0018	1048 89TH AVE NE	HAMACK, LORRAINE M	1	\$4,773.44	\$4,773.44
32-31-23-32-0019	1030 89TH AVE NE	HUBBARD DANIEL	1	\$4,773.44	\$4,773.44
32-31-23-32-0021	1000 89TH AVE NE	LARSON HOLT	1	\$4,773.44	\$4,773.44
32-31-23-32-0044	1068 89TH AVE NE	THURSTON, LAURA K	1	\$4,773.44	\$4,773.44

ASSESSMENT RATE BREAKDOWN					
CONSTRUCTION COSTS*		\$1,321,700	*(CONSTRUCTION COSTS DO NOT INCLUDE STREET OVERSIZING, WATER MAIN, SANITARY SEWER, DRIVEWAY REPLACEMENT, AND LANDSCAPING/IRRIGATION REPAIR COSTS)		
ADMINISTRATIVE COSTS		\$396,510			
TOTAL COST		\$1,718,210	RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT		
RESIDENTIAL ASSESSMENT RATE		x 35%	TOTAL FRONT FOOTAGE		
ASSESSABLE COST		\$601,374 ÷	13157.5 LF	=	\$45.71
RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT \$45.71 X ASSESSABLE SINGLE FAMILY RESIDENTIAL FOOTAGE 5639.2 LF = AMOUNT ASSESSED \$257,765.55 ÷ ASSESSABLE RESIDENTIAL LOT UNITS 54 = ASSESSMENT RATE PER RESIDENTIAL LOT UNIT \$4,773.44					
PROPERTY PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT	PROPOSED ASSESSMENT
32-31-23-32-0051	1152 89TH AVE NE	ZEIGLER THOMAS W & V	1	\$4,773.44	\$4,773.44
32-31-23-32-0053	1080 89TH AVE NE	BENEVIDES JOHN	1	\$4,773.44	\$4,773.44
32-31-23-32-0054	1092 89TH AVE NE	ORTEGA AMANDA	1	\$4,773.44	\$4,773.44
TOTALS:			54		\$257,765.76

2024 SOUTHWEST AREA STREET RECONSTRUCTION - AREA 1

89TH AVE (UNIVERSITY AVE TO MN-65)

CITY OF BLAINE

**EXHIBIT NO. 1B - SINGLE FAMILY RESIDENTIAL PER FRONT FOOT
PROPOSED ASSESSMENT ROLL**

ASSESSMENT RATE BREAKDOWN					
CONSTRUCTION COSTS*	\$1,321,700	*(CONSTRUCTION COSTS DO NOT INCLUDE STREET OVERSIZING, WATER MAIN, SANITARY SEWER, DRIVEWAY REPLACEMENT COSTS, AND LANDSCAPING/IRRIGATION REPAIR COSTS)			
ADMINISTRATIVE COSTS	<u>\$396,510</u>				
TOTAL COST	\$1,718,210		TOTAL COST PER FRONT FOOT	SCHOOL/ FIRE DEPARTMENT ASSESSMENT PERCENTAGE	SCHOOL/ FIRE DEPARTMENT ASSESSMENT RATE PER FRONT FOOT
ASSESSABLE COST	\$1,718,210 ÷		13157.5 LF	35%	\$45.71
			= \$130.59	X	=
PROPERTY PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE FRONT FOOTAGE	ASSESSMENT RATE PER FRONT FOOT	PROPOSED ASSESSMENT
31-31-23-13-0040	641 89TH AVE NE	CHRIST LUTHERAN CHURCH	230**	\$45.71	\$10,513.30
31-31-23-13-0041	707 89TH AVE NE	ST TIMOTHY CHURCH OF	915.0	\$45.71	\$41,824.65
32-31-23-23-0088	1149 89TH AVE NE	SPRING LAKE PARK FIRE DEPT	97**	\$45.71	\$4,433.87
TOTALS:			1242.0		\$56,771.82

**Denotes 150' corner lot credit given

PROJECT 24-07
 2024 SOUTHWEST AREA STREET RECONSTRUCTION - AREA 1
89TH AVE (UNIVERSITY AVE TO MN-65)
 CITY OF BLAINE
 EXHIBIT NO. 1C - HIGH-DENSITY RESIDENTIAL
 PROPOSED ASSESSMENT ROLL

ASSESSMENT RATE BREAKDOWN					
CONSTRUCTION COSTS*	\$1,321,700	*(CONSTRUCTION COSTS DO NOT INCLUDE STREET OVERSIZING, WATER MAIN, SANITARY SEWER, DRIVEWAY REPLACEMENT, AND LANDSCAPING/IRRIGATION REPAIR COSTS)			
ADMINISTRATIVE COSTS	<u>\$396,510</u>				
TOTAL COST	\$1,718,210		A		
ASSESSABLE COST	\$1,718,210 ÷		13157.5 LF	=	
				TOTAL COST PER FRONT FOOT	
				\$130.59	X
					HIGH-DENSITY RESIDENTIAL ASSESSMENT PERCENTAGE
					50%
					=
					HIGH-DENSITY RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT
					\$65.30
PROPERTY PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE FRONT FOOTAGE	ASSESSMENT RATE PER FRONT FOOT	PROPOSED ASSESSMENT
32-31-23-23-0010	1161 89TH AVE NE #1	ACCAP	124.0	\$65.30	\$8,097.20
32-31-23-23-0012	1175 89TH AVE NE	CULLEN DANIEL	124.0	\$65.30	\$8,097.20
32-31-23-32-0014	1120 89TH AVE NE #1	ACCAP	67.0	\$65.30	\$4,375.10
TOTALS:			315.00		\$20,569.50

PROJECT 24-07
2024 SOUTHWEST AREA STREET RECONSTRUCTION - AREA 1
89TH AVE (UNIVERSITY AVE TO MN-65)
CITY OF BLAINE
EXHIBIT NO. 1D - COMMERCIAL/INDUSTRIAL
PROPOSED ASSESSMENT ROLL

ASSESSMENT RATE BREAKDOWN					
CONSTRUCTION COSTS*	\$2,854,500	*(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, DRIVEWAY REPLACEMENT, AND LANDSCAPING/IRRIGATION REPAIR COSTS)			
ADMINISTRATIVE COSTS	<u>\$856,350</u>				
TOTAL COST	\$3,710,850		TOTAL FRONT FOOTAGE	TOTAL COST PER FRONT FOOT	COMMERCIAL/ INDUSTRIAL ASSESSMENT PERCENTAGE
ASSESSABLE COST	\$3,710,850 ÷		13157.5 LF	= \$282.03	X 50% = \$141.02
PROPERTY PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE FRONT FOOTAGE	ASSESSMENT RATE PER FRONT FOOT	PROPOSED ASSESSMENT
31-31-23-23-0003	UNASSIGNED	BLAINE ECONOMIC DEVELOPMENT AUTHORITY	150.0	\$141.02	\$21,153.00
31-31-23-23-0004	UNASSIGNED	BLAINE ECONOMIC DEVELOPMENT AUTHORITY	50.0	\$141.02	\$7,051.00
31-31-23-23-0058	8943 UNIVERSITY AVE NE	VICTORIA ESTATES LTD	317.2	\$141.02	\$44,727.31
31-31-23-31-0016	551 87TH LN NE	BLAINE/ATLANTIC FUNDING LLC	884.1**	\$141.02	\$124,675.78
31-31-23-32-0008	170 89TH AVE NE	BLAINE/ATLANTIC FUNDING LLC	488.0**	\$141.02	\$68,817.76
32-31-23-24-0004	1201 89TH AVE NE	ANOKA COUNTY HOUSING AND REDEVELOPMENT	550.0	\$141.02	\$77,561.00
32-31-23-24-0008	1321 89TH AVE NE	CHEVTAYEVA, INNA	190.0	\$141.02	\$26,793.80
32-31-23-24-0014	1399 89TH AVE NE	MORGAN VIII LLC	204.0	\$141.02	\$28,768.08
TOTALS:			2833.3		\$399,547.74

**Denotes 150' corner lot credit given

PROJECT 24-07
2024 SOUTHWEST AREA STREET RECONSTRUCTION - AREA 2
**87TH AVE (~200' WEST OF LINCOLN ST TO CENTRAL AVE FRONTAGE RD) AND
LINCOLN ST (85TH AVE TO 89TH AVE)**

CITY OF BLAINE
**EXHIBIT NO. 2A - SINGLE FAMILY RESIDENTIAL
PROPOSED ASSESSMENT ROLL**

ASSESSMENT RATE BREAKDOWN					
CONSTRUCTION COSTS*		\$1,002,700	*(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, RESIDENTIAL DRIVEWAY REPLACEMENT COSTS, AND LANDSCAPING/IRRIGATION REPAIR COSTS)		
ADMINISTRATIVE COSTS		\$300,810			
TOTAL COST		\$1,303,510			
RESIDENTIAL RATE		x 35%	TOTAL FRONT FOOTAGE	RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT	
ASSESSABLE COST		\$456,229 ÷	6797.6 LF	=	\$67.12
RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT			ASSESSABLE SINGLE FAMILY RESIDENTIAL FOOTAGE	ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT
\$67.12	X		5914.6 LF	=	\$396,987.95 ÷ 56 = \$7,089.07
PROPERTY PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT	PROPOSED ASSESSMENT
32-31-23-31-0020	8841 LINCOLN ST NE	GREEN PATRICIA	1	\$7,089.07	\$7,089.07
32-31-23-31-0022	8831 LINCOLN ST NE	OLSON, TONY ALAN	1	\$7,089.07	\$7,089.07
32-31-23-31-0023	8827 LINCOLN ST NE	JS LINCOLN PROPERTIES LLC	1	\$7,089.07	\$7,089.07
32-31-23-31-0024	8823 LINCOLN ST NE	KAHMANN, JUSTIN	1	\$7,089.07	\$7,089.07
32-31-23-31-0025	8815 LINCOLN ST NE	CRAMPTON, MELANIE JEAN	1	\$7,089.07	\$7,089.07
32-31-23-31-0026	8755 LINCOLN ST NE	PROVOST, MARY ANN	1	\$7,089.07	\$7,089.07
32-31-23-31-0027	8745 LINCOLN ST NE	FREEMAN, DEBORAH	1	\$7,089.07	\$7,089.07
32-31-23-31-0028	8729 LINCOLN ST NE	BURCK JOHN P	1	\$7,089.07	\$7,089.07
32-31-23-31-0029	8727 LINCOLN ST NE	FISCHER SANDRA SUE	1	\$7,089.07	\$7,089.07
32-31-23-31-0030	1331 87TH AVE NE	LAFRANCE, LOUIS E	1	\$7,089.07	\$7,089.07
32-31-23-31-0031	8713 LINCOLN ST NE	BARGE LYNN E	1	\$7,089.07	\$7,089.07
32-31-23-31-0032	8707 LINCOLN ST NE	CARRIGAN, JAMES R	1	\$7,089.07	\$7,089.07
32-31-23-31-0034	8706 LINCOLN ST NE	LIU JIAN AN	1	\$7,089.07	\$7,089.07
32-31-23-31-0035	8712 LINCOLN ST NE	DAWSON CLAUDIA L	1	\$7,089.07	\$7,089.07
32-31-23-31-0036	8720 LINCOLN ST NE	WILKE SCOTT A & ELIZABETH A	1	\$7,089.07	\$7,089.07
32-31-23-31-0037	8734 LINCOLN ST NE	KEENAN, SEAN P	1	\$7,089.07	\$7,089.07
32-31-23-31-0038	8730 LINCOLN ST NE	KEENAN JOHN H	1	\$7,089.07	\$7,089.07
32-31-23-31-0039	8744 LINCOLN ST NE	DENNO DAVID N & SANDRA H	1	\$7,089.07	\$7,089.07
32-31-23-31-0040	8752 LINCOLN ST NE	SKALICKY, BRIAN E	1	\$7,089.07	\$7,089.07

ASSESSMENT RATE BREAKDOWN																	
CONSTRUCTION COSTS*		\$1,002,700	*(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, RESIDENTIAL DRIVEWAY REPLACEMENT COSTS, AND LANDSCAPING/IRRIGATION REPAIR COSTS)														
ADMINISTRATIVE COSTS		\$300,810															
TOTAL COST		\$1,303,510															
RESIDENTIAL RATE		x 35%	TOTAL FRONT FOOTAGE	RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT													
ASSESSABLE COST		\$456,229 ÷	6797.6 LF	=	\$67.12												
<table> <tr> <td>RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT</td><td></td><td>ASSESSABLE SINGLE FAMILY RESIDENTIAL FOOTAGE</td><td></td><td>ASSESSABLE RESIDENTIAL LOT UNITS</td><td>ASSESSMENT RATE PER RESIDENTIAL LOT UNIT</td></tr> <tr> <td>\$67.12</td><td>X</td><td>5914.6 LF</td><td>=</td><td>\$396,987.95 ÷ 56</td><td>= \$7,089.07</td></tr> </table>						RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT		ASSESSABLE SINGLE FAMILY RESIDENTIAL FOOTAGE		ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT	\$67.12	X	5914.6 LF	=	\$396,987.95 ÷ 56	= \$7,089.07
RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT		ASSESSABLE SINGLE FAMILY RESIDENTIAL FOOTAGE		ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT												
\$67.12	X	5914.6 LF	=	\$396,987.95 ÷ 56	= \$7,089.07												
PROPERTY PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT	PROPOSED ASSESSMENT												
32-31-23-31-0041	8760 LINCOLN ST NE	GENOSKY DAWN	1	\$7,089.07	\$7,089.07												
32-31-23-31-0043	8800 LINCOLN ST NE	BRIDGE SFR IV BORROWER I LLC	1	\$7,089.07	\$7,089.07												
32-31-23-31-0044	8806 LINCOLN ST NE	NICKO, DIANNE K	1	\$7,089.07	\$7,089.07												
32-31-23-31-0045	8810 LINCOLN ST NE	VANG, KHUE	1	\$7,089.07	\$7,089.07												
32-31-23-31-0046	8830 LINCOLN ST NE	CORRIGAN PATRICK W	1	\$7,089.07	\$7,089.07												
32-31-23-31-0047	8854 LINCOLN ST NE	OHREN CRAIG A & BONNIE S	1	\$7,089.07	\$7,089.07												
32-31-23-31-0053	1341 87TH AVE NE	MUELLER, CHAD	1	\$7,089.07	\$7,089.07												
32-31-23-31-0054	1345 87TH AVE NE	SHEPARDSON ALBERT P	1	\$7,089.07	\$7,089.07												
32-31-23-34-0020	1344 87TH AVE NE	BANGSUND, SHAWN M	1	\$7,089.07	\$7,089.07												
32-31-23-34-0022	1348 87TH AVE NE	BERIGAN WILLIAM F & LEE ANN	1	\$7,089.07	\$7,089.07												
32-31-23-34-0023	8655 LINCOLN ST NE	ANCHETA, LEONARD	1	\$7,089.07	\$7,089.07												
32-31-23-34-0024	1324 87TH AVE NE	WEESE, KIMBERLY M	1	\$7,089.07	\$7,089.07												
32-31-23-34-0025	1332 87TH AVE NE	BYLAND JR, RICHARD L	1	\$7,089.07	\$7,089.07												
32-31-23-34-0026	1340 87TH AVE NE	SORIA MARISOL HERNANDEZ	1	\$7,089.07	\$7,089.07												
32-31-23-34-0027	8641 LINCOLN ST NE	STEWART ERIN N	1	\$7,089.07	\$7,089.07												
32-31-23-34-0028	8633 LINCOLN ST NE	RISVOLD KARLA L	1	\$7,089.07	\$7,089.07												
32-31-23-34-0029	8623 LINCOLN ST NE	ROMICK ABBEY J	1	\$7,089.07	\$7,089.07												
32-31-23-34-0030	8615 LINCOLN ST NE	ORNING DANIEL ROSS	1	\$7,089.07	\$7,089.07												
32-31-23-34-0031	8613 LINCOLN ST NE	PRIEBE ROBERT S	1	\$7,089.07	\$7,089.07												
32-31-23-34-0032	8575 LINCOLN ST NE	KIRKS DOUGLAS C & D C	1	\$7,089.07	\$7,089.07												
32-31-23-34-0033	8569 LINCOLN ST NE	HENRY KENNETH ALAN	1	\$7,089.07	\$7,089.07												
32-31-23-34-0034	8557 LINCOLN ST NE	GRANANDER DONALD R & J P	1	\$7,089.07	\$7,089.07												
32-31-23-34-0039	8564 LINCOLN ST NE	FLATS ON FIFTH LLC	1	\$7,089.07	\$7,089.07												
32-31-23-34-0040	8560 LINCOLN ST NE	NAGEL GREG AARON	1	\$7,089.07	\$7,089.07												
32-31-23-34-0041	8550 LINCOLN ST NE	KRAMASZ, PAUL	1	\$7,089.07	\$7,089.07												
32-31-23-34-0044	8614 LINCOLN ST NE	STEWART, SCOTT B	1	\$7,089.07	\$7,089.07												
32-31-23-34-0046	8624 LINCOLN ST NE	INIGUEZ, MATTHEW F	1	\$7,089.07	\$7,089.07												
32-31-23-34-0047	8634 LINCOLN ST NE	FRUEN AARON	1	\$7,089.07	\$7,089.07												
32-31-23-34-0048	8650 LINCOLN ST NE	MANDT, JONATHAN C	1	\$7,089.07	\$7,089.07												
32-31-23-34-0049	8660 LINCOLN ST NE	HARACZ TRUSTEE, JAMES F	1	\$7,089.07	\$7,089.07												
32-31-23-34-0050	8600 LINCOLN ST NE	MURPHY, KELLY E	1	\$7,089.07	\$7,089.07												

ASSESSMENT RATE BREAKDOWN					
CONSTRUCTION COSTS*		\$1,002,700	*(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, RESIDENTIAL DRIVEWAY REPLACEMENT COSTS, AND LANDSCAPING/IRRIGATION REPAIR COSTS)		
ADMINISTRATIVE COSTS		\$300,810			
TOTAL COST		\$1,303,510			
RESIDENTIAL RATE		x 35%			
ASSESSABLE COST		\$456,229 ÷	TOTAL FRONT FOOTAGE	6797.6 LF	= RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT \$67.12
RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT \$67.12 X ASSESSABLE SINGLE FAMILY RESIDENTIAL FOOTAGE 5914.6 LF = AMOUNT ASSESSED \$396,987.95 ÷ ASSESSABLE RESIDENTIAL LOT UNITS 56 = ASSESSMENT RATE PER RESIDENTIAL LOT UNIT \$7,089.07					
PROPERTY PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT	PROPOSED ASSESSMENT
32-31-23-34-0051	8570 LINCOLN ST NE	ROESSLER RICHARD C & MEMRY	1	\$7,089.07	\$7,089.07
32-31-23-34-0052	8551 LINCOLN ST NE	DELLY LEONARD A & DEBORA L	1	\$7,089.07	\$7,089.07
32-31-23-34-0056	8556 LINCOLN ST NE	BLUCHER JOHN W & MAJ LIS I	1	\$7,089.07	\$7,089.07
32-31-23-34-0058	UNASSIGNED	CONVENIENCE STORE INVESTMENTS	1	\$7,089.07	\$7,089.07
32-31-23-34-0066	8536 LINCOLN ST NE	VALUE HOMES LLC	1	\$7,089.07	\$7,089.07
32-31-23-34-0067	8544 LINCOLN ST NE	KABORE, YOUSOUF A	1	\$7,089.07	\$7,089.07
TOTALS:			56		\$396,987.92

PROJECT 24-07
 2024 SOUTHWEST AREA STREET RECONSTRUCTION - AREA 2
**87TH AVE (~200' WEST OF LINCOLN ST TO CENTRAL AVE FRONTAGE RD) AND
 LINCOLN ST (85TH AVE TO 89TH AVE)**
 CITY OF BLAINE
 EXHIBIT NO. 2B - COMMERCIAL/INDUSTRIAL
 PROPOSED ASSESSMENT ROLL

ASSESSMENT RATE BREAKDOWN					
CONSTRUCTION COSTS*	\$1,002,700	*(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, RESIDENTIAL DRIVEWAY REPLACEMENT COSTS, AND LANDSCAPING/IRRIGATION REPAIR COSTS)			
ADMINISTRATIVE COSTS	<u>\$300,810</u>				
TOTAL COST	\$1,303,510		TOTAL FRONT FOOTAGE	TOTAL COST PER FRONT FOOT	
ASSESSABLE COST	\$1,303,510 ÷		6797.6 LF	= \$191.76	X 50% = \$95.88
PROPERTY PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE FRONT FOOTAGE	ASSESSMENT RATE PER FRONT FOOT	PROPOSED ASSESSMENT
32-31-23-31-0001	8710 CENTRAL AVE NE	DARUL ARQAM CENTER OF EXCELLENCE	164.0	\$95.88	\$15,724.32
32-31-23-34-0021	8654 CENTRAL AVE NE	SPLK LLC	152.0	\$95.88	\$14,573.76
TOTALS:			316.0		\$30,298.08

PROJECT 24-07
2024 SOUTHWEST AREA STREET RECONSTRUCTION - AREA 3
85TH AVE (LINCOLN ST TO MN-65)
CITY OF BLAINE
EXHIBIT NO. 3A - COMMERCIAL/INDUSTRIAL
PROPOSED ASSESSMENT ROLL

ASSESSMENT RATE BREAKDOWN					
CONSTRUCTION COSTS*	\$184,900	*(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, RESIDENTIAL DRIVEWAY REPLACEMENT COSTS, AND LANDSCAPING/IRRIGATION REPAIR COSTS)			
ADMINISTRATIVE COSTS	\$55,470				
TOTAL COST	\$240,370		TOTAL COST PER FRONT FOOT	COMMERCIAL/ INDUSTRIAL ASSESSMENT PERCENTAGE	COMMERCIAL/ INDUSTRIAL ASSESSMENT RATE PER FRONT FOOT
ASSESSABLE COST	\$240,370 ÷		1083.2 LF =	\$221.91 X 50% =	\$110.96
PROPERTY PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE FRONT FOOTAGE	ASSESSMENT RATE PER FRONT FOOT	PROPOSED ASSESSMENT
32-31-23-34-0057	1355 85TH AVE NE	CONVENIENCE STORE INVESTMENTS	301.0	\$110.96	\$33,398.96
TOTALS:			301.0		\$33,398.96

PROJECT 24-07
2024 SOUTHWEST AREA STREET RECONSTRUCTION - AREA 4
CENTRAL AVE FRONTAGE RD (450' SOUTH OF 87TH AVE TO TO CUL-DE-SAC)
CITY OF BLAINE
EXHIBIT NO. 4A - SINGLE FAMILY RESIDENTIAL
PROPOSED ASSESSMENT ROLL

ASSESSMENT RATE BREAKDOWN					
CONSTRUCTION COSTS*		\$140,800	*(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, RESIDENTIAL DRIVEWAY REPLACEMENT COSTS, AND LANDSCAPING/IRRIGATION REPAIR COSTS)		
ADMINISTRATIVE COSTS		\$42,240			
TOTAL COST		\$183,040			
RESIDENTIAL RATE		x 35%	TOTAL FRONT FOOTAGE	RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT	
ASSESSABLE COST		\$64,064 ÷	3452.0 LF	=	\$18.56
RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT	ASSESSABLE SINGLE FAMILY RESIDENTIAL FOOTAGE	AMOUNT ASSESSED		ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT
\$18.56	X 1076.0 LF	=	\$19,970.56	÷ 11	= \$1,815.51
PROPERTY PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT	PROPOSED ASSESSMENT
32-31-23-31-0010	8822 CENTRAL AVE NE	ERICKSON, EVAN M	1	\$1,815.51	\$1,815.51
32-31-23-31-0004	8732 CENTRAL AVE NE	DODGE SCOTT M	1	\$1,815.51	\$1,815.51
32-31-23-31-0015	8866 CENTRAL AVE NE	HOLMBERG, JOHN E	1	\$1,815.51	\$1,815.51
32-31-23-31-0052	8812 CENTRAL AVE NE	SWANSON, LISA L	1	\$1,815.51	\$1,815.51
32-31-23-31-0012	8852 CENTRAL AVE NE	HOLMBERG, MARY KAY	1	\$1,815.51	\$1,815.51
32-31-23-31-0011	8844 CENTRAL AVE NE	SCARTOZZI, CAROLINE CELESTE	1	\$1,815.51	\$1,815.51
32-31-23-31-0007	8800 CENTRAL AVE NE	CORNEJO, RENE A	1	\$1,815.51	\$1,815.51
32-31-23-31-0013	8860 CENTRAL AVE NE	HOLMBERG, JOHN E	1	\$1,815.51	\$1,815.51
32-31-23-31-0005	8744 CENTRAL AVE NE	QUINEHAN DARRELL	1	\$1,815.51	\$1,815.51
32-31-23-31-0006	8754 CENTRAL AVE NE	WISHY, FORREST	1	\$1,815.51	\$1,815.51
32-31-23-31-0003	8722 CENTRAL AVE NE	HANSON, JOSEPH M	1	\$1,815.51	\$1,815.51
TOTALS:			11		\$19,970.61

PROJECT 24-07
2024 SOUTHWEST AREA STREET RECONSTRUCTION - AREA 4
CENTRAL AVE FRONTAGE RD (450' SOUTH OF 87TH AVE TO TO CUL-DE-SAC)
CITY OF BLAINE
EXHIBIT NO. 4B - COMMERCIAL/INDUSTRIAL
PROPOSED ASSESSMENT ROLL

ASSESSMENT RATE BREAKDOWN					
CONSTRUCTION COSTS*	\$140,800	*(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, RESIDENTIAL DRIVEWAY REPLACEMENT COSTS, AND LANDSCAPING/IRRIGATION REPAIR COSTS)			
ADMINISTRATIVE COSTS	<u>\$42,240</u>				
TOTAL COST	\$183,040		TOTAL FRONT FOOTAGE	TOTAL COST PER FRONT FOOT	COMMERCIAL/ INDUSTRIAL ASSESSMENT PERCENTAGE
ASSESSABLE COST	\$183,040 ÷		3452.0 LF	= \$53.02	X 50% = \$26.51
PROPERTY PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE FRONT FOOTAGE	ASSESSMENT RATE PER FRONT FOOT	PROPOSED ASSESSMENT
32-31-23-31-0001	8710 CENTRAL AVE NE	DARUL ARQAM CENTER OF EXCELLENCE	26.0**	\$26.51	\$689.26
32-31-23-34-0018	UNASSIGNED	URAM SCOTT JAMES	76.0	\$26.51	\$2,014.76
32-31-23-34-0062	8620 CENTRAL AVE NE	JRSLEA - BLAINE LLC	102.0	\$26.51	\$2,704.02
32-31-23-34-0017	8634 CENTRAL AVE NE	URAM SCOTT JAMES	120.0	\$26.51	\$3,181.20
32-31-23-34-0021	8654 CENTRAL AVE NE	SPLK LLC	26.0**	\$26.51	\$689.26
TOTALS:			350.0		\$9,278.50

**Denotes 150' corner lot credit given



City of Blaine Staff Report

File Number: 2024-030

Agenda Date	Status
January 17, 2024	
In Control	File Type
City Council	Motion

Administration - Daniel Schluender, Director of Engineering

Agenda Item # 11.1

Motion to Authorize the Mayor and City Manager to Enter into a Contract with Bolton & Menk for Professional Design and Construction Services for the 2024 Southwest Area Street Reconstruction Improvement Project, Improvement Project No. 24-07

Executive Summary

Council is requested to approve a contract with Bolton & Menk for professional services for final design and construction services for the 2024 Southwest Area Street Reconstructions, Improvement Project No. 24-07, in the amount of \$788,194.00.

Background

On August 7, 2023 Council initiated the 2024 Southwest Area Street Reconstructions project, Project No. 24-07 with Resolution No. 23-127. At the August 7, 2023 Council meeting, Bolton & Menk, which is one of the engineering firms in the pre-approved consultant pool approved by Council on August 2, 2021, was awarded a contract to prepare preliminary design and a feasibility report. At that time it was stated that after completion of the feasibility report and upon ordering the improvements, a contract for final design and construction services would be negotiated with Bolton & Menk.

The Engineering Department recently requested and received a proposal for final design and construction services for the 2024 Southwest Area Street Reconstructions project from Bolton & Menk in the amount of \$788,194.00. Bolton & Menk is in the council approved engineer consultant pool. Staff has reviewed this proposal and determined that the fees are justified and reasonable. City council is also asked to approve a 10% contingency to bring the total project budget to \$867,013.40.

This project will be funded through proposed project assessments, Pavement Management Program funds, Public Utility funds and Municipal State Aid System funds.

Strategic Plan Relationship

This project aligns with the City's strategic plan goal of well-maintained infrastructure management by providing high quality city streets.

Board/Commission Review

Not required.

Financial Impact

The project will be funded by a combination of assessments and bond proceeds placed in the City Pavement Management Program fund, Public Utility Funds and Municipal State Aid System funds. The 2023 CIP project budget included \$113,500 for consulting and the 2024 CIP includes \$5,760,000 of funding for consulting, construction, and contingency for a total project budget of \$5,873,500. With estimated improvement costs of \$8,525,270, the 2024 budget and CIP may need to be amended, and additional bond proceeds may need to be issued to finance project costs. Alternatively, the project could be split into multiple years or bids can be rejected and the project rebid in 2025. Any or all of these options will be brought to council when the contract is proposed to be awarded.

Public Outreach/Input

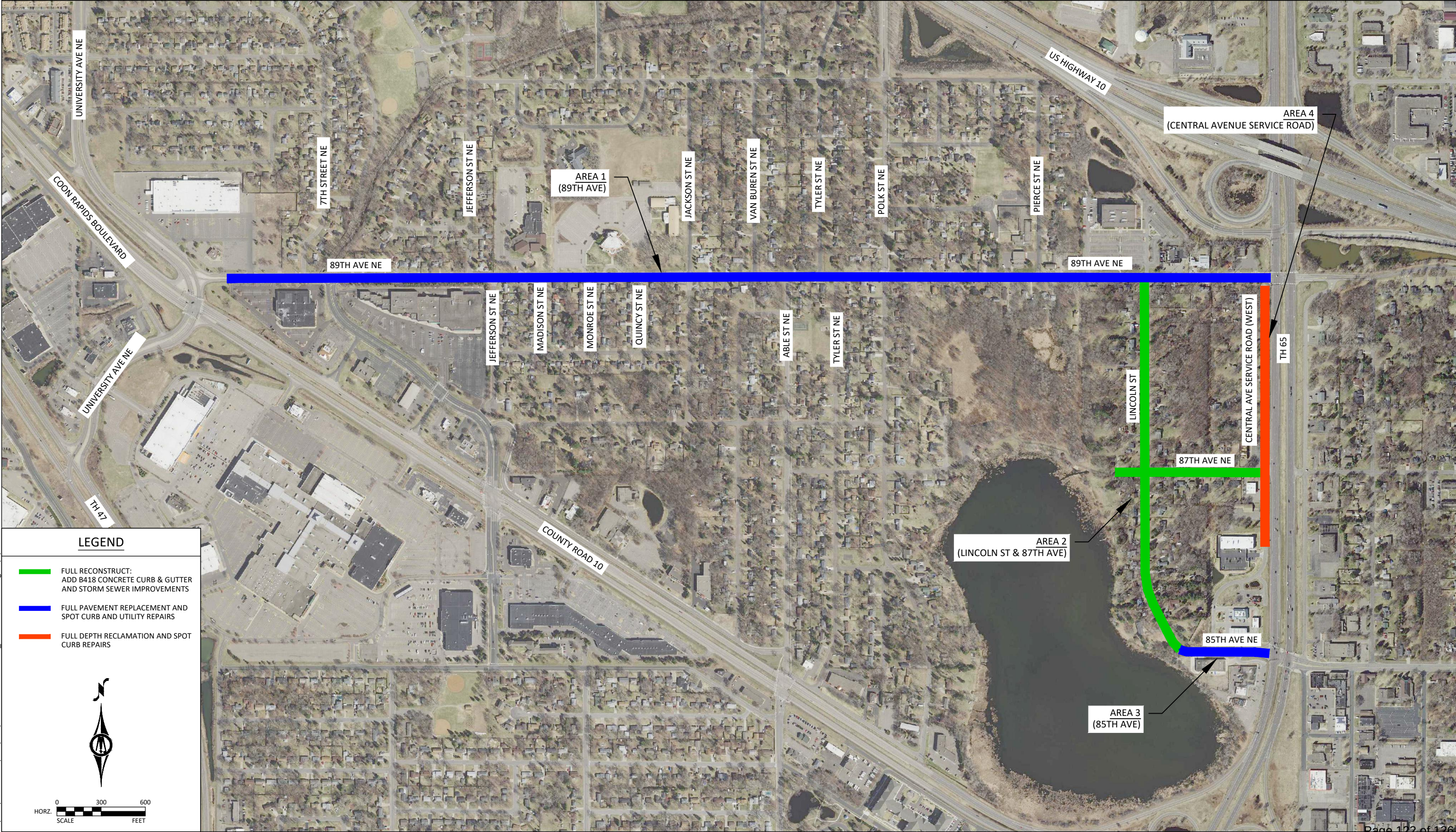
The project is being conducted pursuant to MN Statutes, Chapter 429 and is compliant with all public notification requirements thereof.

Staff Recommendation

By motion, authorize the Mayor and City Manager to enter into a contract with Bolton & Menk in the amount of \$788,194.00 for final design and construction services for the 2024 Southwest Area Street Reconstructions project, Improvement Project No. 24-07. In addition, authorize a 10% contingency to bring the total project budget to \$867,013.40 and authorize the City Manager or their designee to sign all change orders up to the authorized project budget amount.

Attachment List

1. 24-07 Project Area Map
2. 24-07 BMI Final Design & Construction Proposal





Real People. Real Solutions.

3507 High Point Drive North
Bldg. 1 Suite E130
Oakdale, MN 55128

Ph: (651) 704-9970
Bolton-Menk.com

January 9, 2024

Cody Sylvester, P.E.
Project Engineer
City of Blaine
10801 Town Square Drive NE
Blaine, MN 55449

RE: Proposal for **Design and Construction Services** for 2024 Southwest Area Street Reconstruction Project
Improvement Project No. 24-07
City of Blaine, MN

Mr. Sylvester:

The following project scope and proposed fees have been prepared as requested to complete the design and construction services for the reconstruction of the following streets in the City of Blaine:

- Area 1
 - 89th Avenue (from University Avenue to MN-65):
 - Consisting of full depth pavement and aggregate base replacement, including spot curb and utility repairs and trail rehabilitation.
- Area 2
 - 87th Avenue (from dead end west of Lincoln Street to Central Avenue Service Road), and
 - Lincoln Street (85th Avenue to 89th Avenue):
 - Consisting of full street reconstruction per the city's standard residential street typical section, including concrete curb and gutter and spot utility repairs.
- Area 3
 - 85th Avenue (from Lincoln Street to MN-65):
 - Consisting of full depth pavement replacement, including spot curb and utility repairs.
- Area 4
 - Central Avenue Service Road (From 500 feet south of 87th Avenue to the cul-de-sac just south of 89th Avenue):
 - Consisting of street rehabilitation by means of full depth reclamation and spot curb and water main repairs.

Project Scope

Task 3 – Design Services

(Note: Tasks 1 and 2 were included in the original contract for preliminary survey and feasibility report).

As part of Task 3, we will perform the following:

- Final design, including spot potholing of existing utilities, and signal justification reports (3 EA)
- Preparation of plans and specifications
- Obtain applicable watershed, state, and county permits
- Obtain State Aid approval for 89th Avenue
- Assistance with bidding by answering contractor questions and preparing addendums if required (it is understood the city will submit the ad-for-bid, open the bids, and prepare the bid abstract).

Task 4 – Construction Staking

Complete all construction staking for the project.

Task 5 – Construction Observation and Administration

Perform full time on-site construction observation during the project. Services to be provided include:

- Ensure compliance with project drawings, specifications, and expectations
- Coordinate and document materials testing
- Document quantities and prepare payrequests
- Prepare weekly inspection reports
- Monitor and maintain all required documentation
- Provide quality assurance inspection for SWPPP
- Ongoing communication and coordination with residents and affected business owners
- Punchlist preparation and follow up
- Obtain as-built information as appropriate and prepare record drawings.

Proposed Fee

The following table summarizes our fees for each task. An itemized breakdown of our engineering fees is shown in the attached Fee Schedule.

Estimated Fees		
Task	Description	Amount
3	Design	\$329,240
4	Construction Staking	\$105,604
5	Construction Observation/Admin	\$353,350
	Total Estimated Fee	\$788,194

Task 3 shall be Hourly Not to Exceed, subject only to adjustments for a change in scope of services performed, agreed upon in writing by the City and the Consultant. Tasks 4 and 5 are estimated amounts. Actual costs and time spent shall be invoiced hourly.

Note: Task 1 – Preliminary Survey and Task 2 – Preliminary Design/Feasibility Report were included in a previous proposal.

Proposed Project Schedule

Design of the project would occur early in 2024 and construction during the summer of 2024. Therefore, the following schedule allows for construction to be completed during the 2024 construction season:

Proposed Project Schedule	
Council received feasibility report, ordered public improvement hearing	December 18, 2023
Open House meeting	January 9, 2024
Public improvement hearing, council orders project & authorizes plans/specs	January 15, 2024
Council approves plans/specs, sets bid date	March 4, 2024
Open Bids	April 8, 2024
Council awards contract	April 15, 2024
Construct Improvements	May - October 2024
Assessment hearing	Spring 2025
First assessment payment due with real estate taxes	January 2026

Acceptance

Please indicate your acceptance of this proposal by signing on the signature block below and returning a copy to us.

We appreciate the opportunity to submit this proposal, we and look forward to working with you on this project. If you have any questions regarding this proposal, please contact me at 651-968-7742.

Bolton & Menk, Inc.



Michael Nill, P.E. (MN, WI)
Principal Engineer

Attachments:
Fee Schedule

City of Blaine

By: _____

Printed Name: Tim Sanders

Title: Mayor

Date: _____

By: _____

Printed Name: Michelle Wolfe

Title: City Manager

Date: _____

Fee Schedule - 2024 Southwest Area Street Reconstruction Project

Task No.	Work Task Description	Principal Engineer/ Project Manager	Water Resources Engineer	Transportation Engineer	Structural Engineer	Design Engineer	Construction Manager	Project Manager/ Construction Observer	Intern	Survey Project Manager	Surveyor	Clerical	Total Hours	Total Cost
Task 3 - Design														
3.1	Final design	100	120		88	260		180					748	\$117,240
3.2	Signal Justification Report (3 EA)	2		120									122	\$19,610
3.3	Preparation of plans/specs	100	80	260	48	280		180				8	956	\$149,580
3.4	Watershed permitting		80										80	\$13,440
3.5	County/MnDOT permitting	8				40		42					90	\$13,680
3.6	State Aid Review/Approvals	24	16	4		12							56	\$9,844
3.7	Assistance with bidding	8	2	4	2	10		10					36	\$5,846
	Sub-Total Task 3													\$329,240
Task 4 - Construction Staking														
4.1	Re-establish control										40		40	\$7,520
4.2	Stake out files					48							48	\$6,384
4.3	Staking										400		400	\$75,200
4.4	Project management/coordination							30		60			90	\$16,500
	Sub-Total Task 4													\$105,604
Task 5 - Construction Observation and Administration														
5.1	Construction Observation			40	24		150	1350	660				2224	\$312,850
5.2	Construction Administration	60						150				42	252	\$40,500
	Sub-Total Task 5													\$353,350
	Total Hours	302	298	428	162	650	150	1942	660	60	440	50	5142	
	Hourly Rate	\$205.00	\$168.00	\$160.00	\$150.00	\$133.00	\$183.00	\$160.00	\$90.00	\$195.00	\$188.00	\$100.00		
	TOTAL COST	\$61,910	\$50,064	\$68,480	\$24,300	\$86,450	\$27,450	\$310,720	\$59,400	\$11,700	\$82,720	\$5,000		\$788,194