



City of Blaine

City Council Workshop

April 1, 2024 | 5:30 PM
Blaine City Hall
10801 Town Square Drive NE
Blaine, MN 55449

AGENDA

NOTICE OF WORKSHOP MEETING

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

- 1. Call to Order**
- 2. Roll Call**
- 3. New Business**
 - 3.1.** 2024-81 SBM Fire Department - Quarterly Update
Sponsors: Dan Retka, Fire Chief
 - 3.2.** 2024-82 Enterprise Asset Management System
Sponsors: Nick Fleischhacker, Public Works Director
 - 3.3.** 2024-83 Board/Commission Appointments and Council Policy for Appointment Process and Structure Review
Sponsors: Cathy Sorensen, City Clerk
 - 3.4.** 2024-84 Federal Lobbyist Priorities
Sponsors: Michelle Wolfe, City Manager
- 4. Other Business**
- 5. Adjournment**



City of Blaine Staff Report

File Number: 2024-81

Agenda Date	Status
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April 1, 2024

In Control	File Type
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City Council

Workshop Item

New Business - Dan Retka, Fire Chief

Agenda Item # 3.1

SBM Fire Department - Quarterly Update

Background

Chief Retka will provide City Council with a quarterly update.

Staff Recommendation

Questions for Council

Attachment List

None



City of Blaine

Staff Report

File Number: 2024-82

Agenda Date	Status
April 1, 2024	
In Control	File Type
City Council	Workshop Item

New Business - Nick Fleischhacker, Public Works Director

Agenda Item # 3.2

Enterprise Asset Management System

Background

Executive Summary

The City of Blaine's primary asset management system (PubWorks) has been in use by Public Works for over six years and no longer supports the business needs of the City. Weaknesses and limitations have been identified that do not align with current needs and future goals for enterprise asset management. Staff, working with an outside consultant, went through an extensive process to identify specific requirements through a needs assessment to select a more capable system that can be used citywide to replace the existing one.

After completing this year-long process, a Request for Proposals (RFP) was created and published to find a suitable Enterprise Asset Management System (EAMS). City staff formed an evaluation committee to review the most qualified EAMS vendors. As the offerings from each vendor were reviewed, three vendors were chosen that fit the City's requirements: Cartegraph, Cityworks and Elements XS. All vendors gave thorough demonstrations to a large group of staff. At the completion of all three demonstrations, it was a unanimous decision to move forward with Cartegraph as the preferred vendor.

Staff is now ready to bring this item forward for council action. City Council will be asked to consider approval to purchase of the Cartegraph Enterprise Asset Management System software for \$228,450 with a 10 percent contingency for a total of \$251,295. As this is a significant investment in new technology, staff is bringing the item to workshop to provide an overview and allow time for council questions and feedback prior to being placed on a regular meeting agenda.

Background

On October 3, 2022, council approved a professional services contract with a consultant to perform a citywide EAMS needs assessment and RFP development. Initially, the purchase and implementation was intended to manage public works operations. As discussions progressed, it was broadened to include additional departments/divisions, including finance, GIS, building inspections, facilities management, communications, IT, parks and recreation, engineering, and safety services. A series of interviews and workshops were conducted to assess departmental needs and identify system architecture requirements for a future EAMS. A significant amount of detailed information was gathered and analyzed in this process.

The 2023-2027 Capital Improvement Plan (CIP) appropriated \$251,000 in 2023 and the 2024-2028 CIP appropriated \$32,000 in 2024 for the EAMS implementation, resulting in \$283,000 of total project funding. Included in the project cost was a [professional services agreement with WSB](#) to assist with a needs assessment and RFP development, which has totaled \$49,714 to-date. After accounting for consulting costs, the remaining project funding is \$233,286.

Why we need it

The City requires an asset management solution to track physical city assets such as water, sewer and storm water infrastructure, streets, signs, parks, city-owned facilities, vehicles and equipment, and all other assets owned and maintained by the City. In addition to managing physical assets, an EAMS will help with managing projects, asset life cycle information, identifying and managing risk, tracking labor, materials and other associated costs and activities, work requests, preventative maintenance plans, inspections, warranties, capital planning, budgeting and forecasting capabilities, and all other information associated with an asset.

The following provides core information regarding EAMS, its functionality, and benefits to residents, commercial enterprises, visitors, and staff.

What is an Enterprise Asset Management System?

An Enterprise Asset Management System (EAMS) is an information management system designed to enable organizations to track work history and asset lifecycles with the expressed goals of:

- Making data-driven decisions
- Fostering collaboration and information sharing across all departments
- Improving operational efficiency
- Tracking estimated and actual costs
- Predicting asset performance
- Managing/prioritizing maintenance activities
- Improving community safety/reducing liability
- Maximizing existing budget dollars and helping plan future budgets
- Extending the life of the infrastructure
- Communicating planned and completed maintenance and inspections throughout the City

The last 15 years have seen the proliferation of asset management systems in response to changes in how governments operate. These changes have occurred as a result of:

- Deterioration of infrastructure
- Deferred maintenance
- Decreased maintenance budgets
- Better informed and active public
- New government standards such as MS4 and sign retro-reflectivity
- Emerging and affordable technology

More acutely, in the last few years, added emphasis has been placed on better resource management and generating greater results with lower levels of funding. Fortunately, advances in mobile computing and web technology have delivered:

- Better software-based decision support capabilities
- Real-time field data collection
- Increased citizen engagement
- Enterprise Asset Management Systems that are easier to use for staff at all levels

When an EAMS is implemented properly, it will be tightly integrated with the City's GIS to allow the City to:

- Share information between divisions and departments
- Leverage the City's investment to generate interactive maps
- Visualize EAMS data to facilitate understanding and analysis
- Overlay asset management data with information from other departments
- Manage the location and condition of assets effectively

What will EAMS do for the City?

- Minimize risk
- Produce higher levels of service
- Provide comprehensive, data-driven reports
- One place for data collection
- Information sharing between departments, divisions, and other stakeholders
- More accessible information (other than file cabinets and spreadsheets)

Customer service impacts

Residents expect clarity, responsiveness, and convenience when they connect with their local government. SeeClickFix is the City's current method for residents to submit requests, complaints and concerns to staff. This would be directly integrated with the new EAMS, increasing transparency with community engagement. This will greatly improve the tracking of these requests, saving staff several steps in exchanging information in two different systems and improve the resident's experience with instant updates on their concerns. Requests such as potholes, snow removal, playground issues, graffiti or street signs will be routed directly to an operator and the resident will be able to immediately see when the request has been acknowledged, any notes taken on the request (parts ordered, contractor called, etc.), and when it has been resolved. They will know what's happening every step of the way and can check the status of their request at any time and follow up with city staff if needed, exceeding their expectations in citizen engagement.

Savings

As asset management operations have evolved and become more complex, the number of software applications being used to manage the various operational areas of the city has increased. It requires many hours of staff time to update and maintain these systems, and having multiple systems presents significant challenges in consolidating data across the city. Additionally, many of the systems are old, outdated and nearing the end of their expected lifespans.

Several of the city's current software and subscriptions will be phased out with the implementation of a new EAMS system. Some of these include Dossier (fleet management), PubWorks (current asset management system), MapFeeder, and Fulcrum to name a few. These savings alone equate to over \$26,000/yr.

Other systems will be integrated into the new EAMS, such as ArcGIS as the foundational integration and data repository, SeeClickFix for resident request, Gopher State One Call (811), FuelMaster (fuel delivery system),

and Pulse Pro (oil delivery system) to provide a single source of data management and avoid the need to log into several systems on a daily basis to access information.

As the City implements the Cartegraph software, and as new features and functions are added as part of updates to the integrated system, staff will continue to evaluate opportunities to consolidate and eliminate additional applications. Staff will also work to integrate other existing systems with Cartegraph so that they can function together.

Total cost of infrastructure being managed

The City of Blaine manages infrastructure with an asset valuation worth well over \$665 million dollars. Each of these assets has a lifespan and requires some form of maintenance (proactive maintenance vs. reactive maintenance). In order to best minimize the risk of several thousand assets, a more robust EAMS is needed to facilitate accurate asset tracking, manage asset life cycles, and ensure assets are well-maintained, compliant, and optimally utilized throughout their life cycle.

Better information for capital budgeting

Current asset management software lacks the capability of capital planning and budgeting, requiring the use of spreadsheets and other means for this task. Having a single source to drive asset management decisions would optimize these efforts by showing the total cost of asset ownership over its lifespan, including its maintenance costs.

Higher quality long-term maintenance

Asset management in maintenance involves a systematic and strategic approach to overseeing, planning, tracking, and optimizing assets for peak efficiency throughout their entire lifecycle. It spans activities like condition monitoring and maintenance planning, with an attempt to avoid reactive repairs which tend to be more costly. By maximizing asset performance, extending lifespans, and minimizing disruptions, effective asset management improves productivity, reduces costs, and aligns with the City of Blaine's priority of well-maintained infrastructure. The current system used provides little to no value in preventative, predictive, or prescriptive maintenance. Effective lifecycle management ensures that assets deliver value throughout their operational life and that decisions related to maintenance, upgrades, or replacement are well-informed and aligned with organizational values and objectives.

Accountability

An EAMS software package ensures that supervisory staff can manage staff time and workflows to make data-driven decisions. From routine maintenance to emergency repairs, management can easily create, assign, and track any type of task or work order in the software. In just a few clicks, they can know who did what, where the work was performed, when they performed it, which resources they used, and how much it all costs.

Accountability to the MPCA (Minnesota Pollution Control Agency), EPA (Environmental Protection Agency), and other state and federal agencies have increased in recent years. They require detailed annual reports to keep in compliance with city permits and licenses. Specific documentation of inspections, maintenance, and repairs of city infrastructure must be provided. This EAMS software will provide the tools necessary for documenting these activities, generating reports, and conducting audits which will significantly reduce the risk of non-compliance.

Market saturation

Some of the local cities, counties, and other agencies that put their trust in Cartegraph as an industry leader include Minneapolis, Plymouth, Lino Lakes, Rosemount, Mankato, Champlin, Maplewood, Brooklyn Park, Columbia Heights, Golden Valley, Lakeville, Savage, Prior Lake, St. Louis Park, Hopkins, Apple Valley, MN DNR, Wright County, Scott County, Carver County, and Three Rivers Park District.

Phone calls, Zoom meetings, and email exchanges to some of these agencies confirm proven results and satisfaction with this solution. Site visits by the evaluation committee to three of these municipalities were extremely beneficial in verifying staff approval of the system.

Risk management and prevention of catastrophic failures

An effective EAMS brings all the required information together so that staff can make informed decisions regarding capital planning and purchasing through asset tracking, cost analysis, inventory, inspections, preventative maintenance planning and monitoring of key performance indicators. Rather than waiting for a well, lift station, or water treatment plant pump to fail, data analytics can help predict this type of failure to reduce any catastrophic disaster. Predictive maintenance can leverage historical data and algorithms to predict or anticipate when an asset is likely to fail. This is especially helpful for identifying and prioritizing high-risk assets, such as a water main near a health-care facility, to ensure they receive the necessary attention.

Staff Recommendation

Staff recommends approval of the purchase of the Cartegraph Enterprise Asset Management System software.

Questions for Council

Will the Council support the purchase of the Enterprise Asset Management System software, Cartegraph, at the recommendation of city staff?

Attachment List

None



City of Blaine Staff Report

File Number: 2024-83

Agenda Date	Status
April 1, 2024	
In Control	File Type
City Council	Workshop Item

New Business -

Agenda Item # 3.3

Board/Commission Appointments and Council Policy for Appointment Process and Structure Review

Background

2024/2025 Board/Commission Appointments

Council was asked to review the 18 applications received for appointment and reappointment to various boards and commissions. The goal was to rank the applicants to demonstrate possible consensus and direction on appointments, including the possibility of interviews. As final direction did not occur, based on rankings submitted by a majority of council and with current terms expiring April 1, staff is suggesting as an alternative that council could consider reappointing all interested incumbents and appointing new members as proposed and outlined below:

Chad Henderson **Park Advisory Board**

Amanda Van Buren *incumbent* **Park Advisory Board**

Amanda Neubert *incumbent* **Park Advisory Board**

Ken Anderson *incumbent* **NRCB**

Jayson Dahl **NRCB**

Mary Jo Truchon *incumbent* **NRCB**

Corey Sundseth **Traffic Commission**

Appointments would be for three-year terms and would result in two vacancies on the Natural Resources and Conservation Board and one vacancy on the Traffic Commission. The mayor should announce any proposed reappointment and appointments, after which the full council should confirm by motion, second, and vote.

Council Policy - Board/Commission Appointment Process and Structure - Proposed Amendments

Council is asked to review the proposed council policy amendments regarding boards/commissions, first presented to council at workshop on October 2, 2023. This amendment would clarify board/commission purpose, meeting schedule and work plan approved by council, appointment process and structure, member removal, and document member stipend.

Staff Recommendation

Council is asked to review and provide feedback regarding the proposed appointments and policy amendments.

Questions for Council

Staff is providing council the opportunity to review suggested appointments and the proposed policy prior to formal consideration at the regular meeting later this evening.

Attachment List

1. Draft Ordinance Amendment - Amend Process - 2024

Proposed Code Amendments if Revised Council Policy is Adopted

TRAFFIC COMMISSON

Sec. 82-6. Traffic commission—Establishment, membership, organization.

- (a) *Establishment.* There is hereby established for the city a traffic commission. The traffic commission is an advisory board to the city council. The traffic commission shall review neighborhood traffic concerns on local streets, define issues, review alternatives, look at costs, hold public hearings, and make recommendations to the city council.
- (b) *Organization.* The traffic commission shall adopt rules for the transaction of its business and such rules may include provisions for the giving of oaths to witnesses and the filing of written briefs by the parties. The commission shall provide a public record of its proceedings which include the minutes of its meetings, its findings, and action taken on each matter heard by it, including the final recommendation. The meetings of the traffic commission shall be held at the call of the chair and at such other times as the commission in its rules of procedure may specify. Boards and commissions meet quarterly or as needed, based on a calendar and work plan created and approved by Council and implemented by staff.
- (c) *Compensation of members; expenses.* The members of the traffic commission shall receive as compensation such remuneration as set by council action, and the commission may, with the consent of the council, incur expenses that are deemed necessary.

PARK BOARD

Sec. 54-31. Established; members; organization.

- (a) *Established.* There is hereby established for the city a park board.
- (b) *Compensation of members; expenses.* The members of the park board shall receive as compensation such remuneration as set by council action, and the board may, with the consent of the council, incur expenses that are deemed necessary.
- (c) ~~*Removal of members.* Any park board member may be removed from office at any time by a four-fifths vote of the council. Any member absent from three consecutive regular meetings without the consent of the board shall be deemed to have vacated such member's office, and such vacancy shall be filled by the council as stated in this section.~~

Organization. The park board shall adopt rules for the transaction of its business and such rules may include provisions for the giving of oaths to witnesses and the filing of

written briefs by the parties. The park board shall provide a public record of its proceedings which include the minutes of its meetings, its findings, and action taken on each matter heard by it, including the final recommendation. Boards and commissions meet quarterly or as needed, based on a calendar and work plan created and approved by Council and implemented by staff.

- (d) ~~*Chairperson.* The chairperson of the board shall be designated by the mayor from among the members of the board. The chairperson shall be responsible for calling and presiding at meetings and shall be entitled to an equal vote with other members of the board.~~
- (e) ~~*Rules of procedures.* The board shall elect its own officers (except for the chairperson), establish meeting times and adopt its own rules of procedures.~~

Sec. 54-32. Purpose.

The purpose of the park board is to provide a high quality of life for the city's residents through protection of its natural resources, its scenic, historical and aesthetic values, and by development of compatible facilities for public enjoyment.

Sec. 54-33. Functions.

The functions of the park board shall be as follows:

- (1) To promote cooperation among all units of city government for the betterment of the residents of the city through the park systems.
- (2) To encourage participation of individuals and civic groups in development and maintenance of city recreational areas.
- (3) To make recommendations regarding development and maintenance of all city parks.
- (4) To review and make recommendations to the council of each new proposed plat or subdivision for future development of park and recreational purposes.
- (5) To make recommendations to the council for general use categories of all parks and recreational areas.
- (6) To develop and continuously review a comprehensive plan, both long range and short range, for the park system.
- (7) To review requests for special use of any park and make recommendations to the council regarding such requests.
- (8) To maintain cognizance of a city land fund comprised of monies received in lieu of park land and all donations made to the city for purchasing of park properties.
- (9) To submit a proposed annual park board budget to the city manager.

-
- (10) To maintain surveillance of all current and pending expenditures for park purposes.

Sec. 54-34. Submitting of park and recreational proposals.

Park and recreational proposals shall be submitted to the park board in the preliminary stage to facilitate acceptance of the proposal.

PLANNING COMMISSION

27.02 Planning commission/board of appeals and adjustments.

- (a) There is hereby established, for the City of Blaine, a Planning Commission, which also may be known as the Commission.
- (b) The Planning Commission is an advisory board to the City Council. The Planning Commission shall review, hold public hearings, and make recommendations to the City Council on all applications for zoning amendments, conditional use permits, and variances, using the criteria in Sections 27.03(a), 27.04(a) and 27.05(a) or as amended from time to time. The Planning Commission shall also prepare and recommend a comprehensive plan for the development of the City, study and make recommendations to the City Council as regards means to carry out and maintain the comprehensive plan and regulations thereto. The Commission shall prepare and recommend to the proper officials of the municipality, needed capital improvements consistent with the comprehensive plan for the City. The Commission shall conduct hearings, study, and recommend to the City Council, a zoning code and such amendments thereto as may, from time to time, be proposed.
- (c) Hearings by the Planning Commission shall be held within such time and upon such notice to interested parties as provided in this ordinance and its adopted rules for the transaction of its business.
- (d) The Planning Commission is hereby established as a Board of Appeals and Adjustments for the City of Blaine. The decisions of the Board on matters within its jurisdiction are advisory to the City Council. The Board shall have the powers hereinafter set forth.
 - (1) To hear appeals where it is alleged that there is an error in any order, requirement, decision, or determination made by an administrative officer in the enforcement of the zoning ordinance.
 - (2) To hear requests for variances from the literal provisions of the zoning ordinance in instances where their strict enforcement would cause undue hardship because of circumstances unique to the individual property under consideration, and to recommend granting such variances only when it is demonstrated that such actions will be in keeping with the spirit and intent of the zoning ordinance. The

Board may not recommend the granting of a variance for any use that is not permitted under the zoning ordinance for property in the zone where the affected person's land is located. The Board may impose conditions in the recommendation for a variance to ensure compliance and to protect adjacent properties. A hearing on a request for a variance to the zoning ordinance shall comply with the applicable provisions of the zoning ordinance.

- (3) To hear appeals to the denial of permits found to be in conflict with the official map as described in Minnesota Statute 462.359.
- (e) Hearings before the Board, pursuant to the provisions of paragraphs (d)(1) and (3) shall be preceded by the following: Notice of the purpose, time, and place of such hearing shall be published in the official newspaper of the City at least ten (10) days prior to the hearing and a similar notice shall be mailed to the affected property owner, who is the appellant, at least ten (10) days before the day of the hearing. For the purpose of giving notice, the City may use any appropriate records to determine the name and address of the affected property owner.
- (f) The Board shall within a reasonable time make its recommendation as to the matter before it, and shall serve a copy of such recommendation upon the appellant or petitioner by mail. Any party may appear at the hearing in person or by agent or attorney. The Board may adopt rules for the conduct of the hearings before it. Such rules may include provisions for the giving of oaths to witnesses and the filing of written briefs by the parties. The Board shall provide for a record of its proceedings, which shall include the minutes of its meetings, its findings, and the actions taken on each matter heard by it, including the final recommendation.
- (g) Compensation of members; expenses. The members of the planning commission/board shall receive as compensation such remuneration as set by council action, and the board may, with the consent of the council, incur expenses that are deemed necessary.



City of Blaine Staff Report

File Number: 2024-84

Agenda Date	Status
April 1, 2024	
In Control	File Type
City Council	Workshop Item

New Business - Michelle Wolfe, City Manager

Agenda Item # 3.4

Federal Lobbyist Priorities

Background

The City of Blaine has contracts in place with one state lobbying firm and two federal lobbying firms. It is important to establish the city's legislative priorities annually.

Previously, the top priority was T.H. 65. The other focus for our federal lobbying has been grants. Staff's suggestion for federal lobbying focus in 2024 is on grants. We've had ongoing meetings and discussions with our federal lobbying teams to review our capital plans and other city priorities to identify potential federal grant programs, including congressional directed spending ("earmarks"), which will be pursued during the year. The Ferguson Group will be our primary resource for grant programs; they have met with staff to review the capital plans and developed a federal agenda and work plan document (attached). The Jacobson Law Group will focus on potential 2024 earmark requests. Now that those meetings have occurred, staff is reporting back to the City Council regarding proposed plans for the year.

The city has submitted two requests for congressional directed spending ("earmarks"). The first is for a mobile command vehicle for use by BPD and SBM Fire. The second request is for Water Tower #2 Rehabilitation. Staff plans to submit these same requests to Senators Klobuchar and Smith once they open up their processes for the year.

Attached are the draft federal priorities. Also attached are the draft state priorities. Staff is seeking consensus from council, so that these documents can be finalized and shared with our delegation, lobbyists, staff and other stakeholders and interested parties.

As with state legislation, if we become aware of any federal bills for which we should take a position and have our lobbyists represent, which is not included in these documents, we will bring the matter to the attention of the council.

Staff Recommendation

Reach consensus on the proposed state and federal legislative priorities and work plans.

Questions for Council

Council will be asked to set the 2024 federal lobbyist priorities. .

Attachment List

1. Legislative Priorities 2024
2. 2024 Blaine Federal Agenda - DRAFT 3.0

CITY OF BLAINE

STATE LEGISLATIVE PRIORITIES 2024

Draft 1/3/2024

The following legislative priorities are of the highest importance to the City of Blaine. The City of Blaine and the lobbying team from Lockridge Grindal Nauen (LGN) will work with the legislature, and Blaine's legislative delegation to advocate for these initiatives.

1. Trunk Highway 65

Public safety improvements and easing congestion on Trunk Highway 65 (TH 65) are of great importance to the City of Blaine and its residents. The 2023 legislative session resulted in fully funding segment 2 of the project. Anoka County and other stakeholders will be taking the lead on segments 1 and 3. The City of Blaine will support their efforts to advance those portions of the project.

2024 Goals:

LGN will continue to monitor proposed legislation and meetings with partners who support Highway 65 funding including:

- The Highway 65 Corridor Coalition
- The Metro North Chamber of Commerce as requested
- Anoka County Board Meetings as requested
- LGN will continue to monitor and support remaining phases of Highway 65.
- LGN will work collaboratively with Anoka County on Highway 65 as requested where needed and directed by the city

2. Support Local Control

In matters before the legislature, in general the City of Blaine supports retaining local control by the elected Blaine City Council and the staff.

2024 Goals:

- Monitor legislative proposals and report to the city any that challenge local control; develop city position and share with local delegation and legislative leadership
- Work in conjunction/partnership with LMC and Metro Cities; assist City Staff with data gathering and letters of support when requested

3. Oppose Unfunded Mandates

The City of Blaine opposes passing unfunded mandates on to cities. We oppose efforts by the state to fund policy priorities through mandates on cities without state funding attached.

2024 Goals:

- Monitor legislative proposals and report to the city any that contain unfunded mandates; develop city position and share with local delegation and legislative leadership
- Work in conjunction/partnership with LMC and Metro Cities; assist City Staff with data gathering and letters of support when requested

4. Oppose Efforts to Mandate Reduction in Development and Building Fees

Housing First – Housing First MN has led efforts in previous legislative sessions to reduce development and building related costs that cities charge which, in their opinion, drives up the cost of housing. We believe our costs are justified and oppose changes this group is advocating for. The League of Minnesota Cities and Metro Cities represent cities opposing these changes.

2024 Goals include:

- Monitor legislative proposals and report to the city any that contain mandated fee reductions; develop city position and share with local delegation and legislative leadership
- Work in conjunction/partnership with LMC and Metro Cities; assist City Staff with data gathering and letters of support when requested

5. Monitor Proposed MPCA Fee Increase for MS4 Permits

MPCA previously recommended a fee increase from \$80 per year (collected as \$400 at every five-year renewal) to \$10,500 annually. The City of Blaine is opposed to any fee increase unless MPCA can explain the services provided and the rationale for said increase. The MPCA is not currently actively proposing a fee increase, however, this is a topic that should be closely monitored.

2024 Goals:

- Monitor and assist the city of Blaine in opposing the significant fee increase proposed by the MPCA for the MS4 Permits.
- Gather information from MPCA and/or other reliable sources as to the status of the proposed fee increase and the rationale for the increase.

7. Law Enforcement-Related Legislation

The Minnesota Chiefs of Police Association (MCPA) annually develops a legislative agenda. Chief Podany may request Council direction as to whether or not to support, monitor, or oppose specific legislation. He may also request Council support to testify on certain legislation. Staff will coordinate with City Council, and update the legislative priorities as appropriate.

2024 Goals:

- Monitor legislative proposals and coordinate with Chief Podany to develop proposed city positions; once council approved, share city positions with local delegation and legislative leadership

8. Limits on Park Dedication Fees

Historically there have been proposals to cap Park Dedication fees at a maximum of \$5,000. This is another specific example of a limit on local control. We believe our costs, which are annually reviewed by City Council, are justified.

2024 Goals:

- Monitor legislative proposals and report to the city any that contain attempts to cap these fees; develop city position and share with local delegation and legislative leadership
- Work in conjunction/partnership with LMC and Metro Cities; assist City Staff with data gathering and letters of support when requested

9. Other Potential Matters for Discussion

- Explore legislation for 105th & Radisson Redevelopment District – i.e. special taxing district, social district, etc.
- Support NSC requests for capital funding
- Regional Emergency Base for Fire/Hazmat, etc., Station 5/PD Base - As we look at a new Station 5, we are exploring the possibility that the proposed station be a regional asset for things like HAZMAT/Chemical Team, DNR Wildland firefighting, various other options., and that it also include parking and storage capabilities.
- Revisions to language regarding School Resource Officers - State legislative leaders have made verbal commitments to fix the 2023 legislation that led to issues relating to SRO's in schools
- Lift Moratorium on Cities Increasing Sales Taxes for Parks and Trails – as a matter of local control, continue to have a process which allows individual to determine whether to pursue local sales tax for parks and trails or other purposes
- Digital Media Fee to Support Local Community Television - This was introduced in the 2023 session as SF 3039 and HF3261. This would be a new revenue stream to support local community television and would help increase revenue into the City's communication fund
- Funding for Non-Municipal State Aid City Streets
- Official State Mapping Responsibility
- Authority to implement Infrastructure Fees
- MN Plumbing Board (DLI) Storm Sewer Requirements Ruling

Blaine Day at the Capitol

If desired by the city and feasible, LGN will schedule a full or half day of meetings (in person or virtual) at the Capitol. Elected officials and designated staff may attend. The goal is to promote the City of Blaine's legislative priorities and interests.

Blaine officials should consider participating in external organizations' Day at the Capitol events where they can advocate for Blaine's priorities at the Capitol. Examples of this include the Transportation Alliance's Transportation Day at the Capitol and the LMC's Day at the Capitol.

Formal Reports to Council:

The lobbying team will report to City Council regularly via e-mail and check in calls with the Mayor and City Manager. The team will formally report to City Council as a whole at workshops tentatively schedule for the following times:

- February
- March - April (mid-session)
- June (post session)

For discussion: City Positions on Legislation

Staff is sometimes asked by the LMC or Metro Cities to submit letter of support or opposition regarding proposed legislation. Other times, staff becomes aware of proposed legislation that is of interest or concern. If clearly consistent with legislative priorities, the City Manager or designee will prepare a letter outlining the city's position and share it with the lobbying team and/or local delegation. If it is not, the City Manager or designee will send out an email to Council to see if there are any concerns with the city sending such a letter. These are usually on a very quick turn-around schedule; if time allows, these requests will be discussed at a workshop, otherwise, by e-mail.

Staff is sometimes asked to testify on various matters at the legislature.

If the request is related to something already on the city's legislative priorities list, we will advise Council that the employee will be testifying via e-mail, Council Update, or at a workshop (depending on timing)

If regarding something that is NOT on our legislative priorities, we will provide Council with notice that the employee would like to testify the topic. Staff will ask if there are any concerns to let us know. If we do not hear back, we will proceed.

We may from to time ask for a city position on proposed legislation. Generally, we would like to follow this format:

Actively Opposed

Oppose (if asked)

Monitor

Support (If asked)

Actively Support

When we take this action, we will amend it to our legislative priorities document.



City of Blaine, MN

2024 Federal Agenda and Workplan

Mayor

Tim Sanders

Council Member – Ward 1

Tom Newland

Council Member – Ward 1

Lori Saroya

Council Member – Ward 2

Jess Robertson

Council Member – Ward 2

Leslie Larson

Council Member – Ward 3

Terra Fleming

Council Member – Ward 3

Chris Massoglia

City Manager

Michelle Wolfe

Prepared in coordination with The Ferguson Group, LLC

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BLAINE, MN
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2024 Federal Priorities

Public Works	Action Item	Possible Funding Sources
Pedestrian Ramp & Signal Upgrades	Upgrade pedestrian ramps, intersection signals, and trails for ADA compliance.	- Safe Streets and Roads for All (SS4A) Planning Grant - FY25 Transportation-HUD Highway Infrastructure Projects (HIP) Appropriations Earmark
Stormwater Utility	Construction of or improvements to storm water drainage systems, outfall replacement, ponds, and other structures.	- Sewer Overflow and Stormwater Reuse Municipal Grant - FY25 EPA State and Tribal Assistance Grants (STAG) Appropriations Earmark
Water Utility	Replacement of water mains, survey of lead service lines, remediation of PFAS/PFOA chemicals, upgrades to remote monitoring system (e.g., fiber optic plant and SCADA system).	FY25 EPA State and Tribal Assistance Grants (STAG) Appropriations Earmark
Sewer Utility	Rehab of wastewater lift stations, trunk lines, and SCADA system upgrades.	- Sewer Overflow and Stormwater Reuse Municipal Grant - FY25 EPA State and Tribal Assistance Grants (STAG) Appropriations Earmark

Community Development	Action Item	Possible Funding Sources
105th Avenue Redevelopment Plan	Soil and groundwater remediation of brownfield sites within the plan area.	EPA Brownfields Program Cleanup Grants
Northtown Redevelopment Plan	Provide infrastructure (e.g., water and wastewater, roads, etc.).	FY25 Transportation-HUD Economic Development Initiative (EDI) Appropriations Earmark
Workforce Development	Address City's industrial businesses' needs for skilled training.	DoL Apprenticeship Building America (ABA) Grant

Safety Services	Action Item	Possible Funding Sources
✓ Mobile Command Vehicle	Purchase of new mobile command vehicle or technology retrofit of existing asset to provide increased security for events (e.g., USA Cup, 3M Open).	- Emergency Management Performance Grant (EMPG) - COPS Technology & Equipment Grant - FY25 CJS-DOJ-COPS Appropriations Earmark

✓ New Fire Station	Construction of new SBM fire station.	- FY25 Transportation-HUD Economic Development Initiative (EDI) Appropriations Earmark - Advocacy (H.R. 1814/S. 977 – FIRE Station Act)
Mental Health Counseling, Retention & Recruitment	Improve the delivery of and access to mental health and wellness services.	- Law Enforcement Mental Health & Wellness Act (LEMHWA) Program - COPS Hiring Program (CHP)

Parks & Recreation	Action Item:	Possible Funding Sources:
Blaine Wetland Sanctuary	Remediation and protection of wetland sanctuary.	- Interior Department Rivers, Trails, and Conservation Assistance (RTCA) Program (technical assistance) - Land and Water Conservation Fund: State and Local Assistance Program (LWCF Stateside)
Trail Connections	Repair and management of existing trails (bike and/or pedestrian), construction of new trails, or connection of existing/new trails.	- FHWA Active Transportation Infrastructure Investment Program (ATIIP) - FHWA/MN DNR Federal Recreational Trails Program Grants - FY25 Transportation-HUD Highway Infrastructure Projects (HIP) Appropriations Earmark

Finance & Technology	Action Item	Possible Funding Sources
Election Security and Voter Access	Improving the physical security of the elections office through installing improved locks, cameras, and security systems.	- DHS Preparedness Grant - Byrne JAG Local Grant
Municipal Bonds	Support preservation of tax-exempt municipal bonds and the reinstatement of advance refunding.	N/A – Advocacy
Cable Franchise Fee Regulations	Monitor changes in cable franchise fee legislation and regulation.	N/A - Advocacy

✓ - FY 2025 Appropriations Earmark Request Priority

Work Plan

Needs Assessment & Agenda Building. TFG met with City of Blaine Departments' staff to outline priorities.

Timeframe: Completed in January 2024.

Update Federal Agenda and Work Plan. TFG updated the federal agenda in February.

Timeframe: Final agenda and work plan to be approved by City; date TBD.

Develop Project Information and Prepare Briefing Materials. TFG will work with City Departments' staff to develop briefing materials needed to express and accomplish your federal agenda. This activity will initially focus on gathering project and budget information for FY 2025 Community Project Funding and Congressionally Directed Funding requests and any open or near-term grant opportunities.

Timeframe: Ongoing.

Communications with Congress and Administration. TFG will continue to coordinate communications with Members of the Minnesota congressional delegation, other targeted Members, congressional committee staff and leadership, and key federal agencies. TFG will also continue to coordinate with congressional and agency staff based in regional offices.

Timeframe & Tasks: Ongoing.

Legislative Services. TFG will guide Blaine's priorities through the markup of legislation in the relevant committees, track community project funding requests, specific initiatives, and issues of interest as legislation progresses, and stay on top of your priorities through final passage and implementation.

Timeframe: Ongoing.

Provide Grants Support and Advocacy. TFG Grants Team will continue supporting the City of Blaine to ensure all relevant competitive grant opportunities are explored.

Timeframe: Ongoing.

Client Communications and Publications. TFG will continue its biweekly meetings with City of Blaine leadership staff and will provide status reports on city priorities as well as recommendations for new initiatives.

Timeframe: Ongoing.