



City of Blaine

City Council

April 1, 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

- 4.1.** 2024-84 Proclamation for Arbor Day 2024
Sponsors: City Council

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.** 2024-85 Schedule of Bills Paid
Sponsors: Jason Zimmerman, Finance Director

- 8.2.** 2024-86 Approval of Minutes
Sponsors: Cathy Sorensen, City Clerk

- 8.3.** 2024-87 Approve a Therapeutic Massage Enterprise License for Sweetman - Blaine LLC dba Massage Envy

Sponsors: Cathy Sorensen, City Clerk

- 8.4.** 2024-88 Motion to approve contract with Pro-Tec Design for intrusion system upgrades at Water Treatment Plants 1 - 4
Sponsors: Nick Fleischhacker, Public Works Director
- 8.5.** RES 24-67 Approve Plans and Specifications and Order Advertisement for Bids for the 2024 Pleasure Creek Area Street Reconstructions, Improvement Project No. 24-06
Sponsors: Daniel Schluender, Director of Engineering
- 8.6.** RES 24-68 Approve Plans and Specifications and Order Advertisement for Bids for the 2024 Southwest Area Street Reconstructions, Improvement Project No. 24-07
Sponsors: Daniel Schluender, Director of Engineering
- 8.7.** RES 24-72 Resolution to Declare Cost to be Assessed, Order Preparation and Call for Public Hearing on Proposed Assessment for the 89th Avenue and Davenport Street Area Street Reconstructions, I/P 22-05
Sponsors: Daniel Schluender, Director of Engineering
- 8.8.** RES 24-69 Resolution to Approve Joint Powers Agreement No. C0010584 with Anoka County for the Construction and Grading of Pedestrian Trail from 122nd Avenue NE to the Lexington Athletic Complex Trail System
Sponsors: Daniel Schluender, Director of Engineering
- 8.9.** 2024-89 Approve Annual Payment of JLEC Shared Costs for the Public Safety Data System (PSDS)
Sponsors: Brian Podany, Safety Services Manager/Police Chief
- 8.10.** RES 24-71 Resolution to Approve the 2024 Traffic Safety Vehicle Grant
Sponsors: Brian Podany, Safety Services Manager/Police Chief
- 8.11.** RES 24-70 Resolution to Approve the 2024 Intensive Comprehensive Peace Officer Education and Training Grant
Sponsors: Brian Podany, Safety Services Manager/Police Chief

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

- 9.1.** RES 24-66 Conduct Public Hearing and Adopt a Resolution to vacate Drainage and Utility Easements, over all of Outlot A, Preserve at Lexington Waters Second Addition; According to the Recorded Plat Thereof, Anoka County, Minnesota; Vacation No. V24-02

Sponsors: Daniel Schluender, Director of Engineering

- 9.2.** RES 24-53 Resolution Adopting Assessment for 2023 Southwest Area Street Reconstructions, Improvement Project No. 23-07

Sponsors: Daniel Schluender, Director of Engineering

- 9.3.** 2024-90 Consider On-Sale and Sunday Intoxicating Liquor Licenses for Irie Vybz Jamaican Restaurant, 76 Northtown Drive NE

Sponsors: Cathy Sorensen, City Clerk

- 9.4.** 2024-91 Consider Suspension of On-Sale and Sunday Intoxicating Liquor Licenses for Pal Mar Mexican Restaurant Mariscos LLC, 10565 University Avenue NE

Sponsors: Cathy Sorensen, City Clerk

10. Development Business

- 10.1.** RES 24-37 Resolution Granting a Comprehensive Plan Amendment to Change the Current Land Use Designation of Low Density Residential (LDR) to Community Commercial (CC) at 8628 Central Avenue NE. Uram Property (Case File No. 24-0005/SAS)

Sponsors: Sheila Sellman, City Planner

- 10.2.** RES 24-55 Resolution Granting a Conditional Use Permit Amendment to Increase the Number of Vehicles Allowed for Overnight Outside Storage from 11 to 16 in the Community Commercial (B-2) Zoning District at 9664 Central Avenue NE. Blaine Quality Automotive (Case File No. 23-0087/EES)

Sponsors: Sheila Sellman, City Planner

- 10.3.** ORD 24-2547 First Reading
Ordinance Granting an Amendment to the Blaine Zoning Code Highway 65 Overlay District (HOD), Adding Conditional Uses, Prohibited Uses and Modifying Performance Standards. City of Blaine (Case File No. 24-0013/SAS)

Sponsors: Sheila Sellman, City Planner

11. Administration

- 11.1.** RES 24-73 Resolution Accepting a bid from Winberg Companies LLC in the amount of \$224,466 for the Lexington Hockey Rinks Project No. 24-41

Sponsors: Jerome Krieger, Sr. Recreation Manager

- 11.2.** 2024-92 Motion to Approve a Contract With Rink Systems for the Dasher Board System at the Lexington Athletic Complex Hockey Rinks for an Amount not to Exceed \$150,000.

Sponsors: Jerome Krieger, Sr. Recreation Manager

- 11.3.** RES 24-74 Resolution Authorizing the Mayor and City Manager to Enter into a Contract with Bolton & Menk, Inc. for the Lead Service Line Inventory Project, Improvement Project No. 24-20 and Corresponding Budget Amendments
Sponsors: Nick Fleischhacker, Public Works Director
- 11.4.** ORD 24-2548 First Reading
Amend Sec. 86-7. Lawn Sprinkler Restrictions.
Sponsors: Nick Fleischhacker, Public Works Director
- 11.5.** 2024-93 Approval of City of Blaine Council Policy for Board/Commission Appointment Process and Structure
Sponsors: Cathy Sorensen, City Clerk
- 11.6.** 2024-94 2024 Board and Commission Mayoral Appointments
Sponsors: Cathy Sorensen, City Clerk

12. Other Business

13. Adjournment



CITY OF BLAINE

PROCLAMATION

ARBOR DAY 2024

WHEREAS, it is the desire of the City to protect and preserve our forestry resources and to encourage groups to take an active role in planting projects; and

WHEREAS, the Blaine City Council is committed to improving the quality of life for our community through landscaped enhancement in our park system; and

WHEREAS, the City Council promotes community partnerships through neighborhood and business participation in neighborhood planting events; and

WHEREAS, the City of Blaine has been recognized as a Tree City USA for 30 years by the National Arbor Day Foundation; and

WHEREAS, trees are a vital resource to our community, enriching our lives by purifying air and water, helping conserve soil and energy, increasing the aesthetic value of property, providing habitat for wildlife of all kinds, and making our City more livable.

NOW, THEREFORE, BE IT RESOLVED, that the Blaine City Council hereby proclaims May 4, 2024 to be Arbor Day and the month of May to be Arbor Month in the City of Blaine. The City will be hosting a resident tree sale. Trees purchased during the tree sale will be picked up on May 4, 2024 to celebrate Arbor Month.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Blaine to be affixed this 1st day of April 2024.

A handwritten signature in black ink, appearing to read "Tim Sanders".

Tim Sanders, Mayor

CITY OF BLAINE**SCHEDULE OF BILLS PAID****APPROVED ON 4/1/2024 FOR PAYMENTS THE WEEK OF 3/8/2024**

Vendor Name	Description	Amount
ABC SIGN & GRAPHIC INC	New Park Rules Signs	\$ 12,529.07
ABLE HOSE AND RUBBER LLC	Hose for Tanker; 2321	\$ 408.62
ALLEGRA PRINT & IMAGING	Parking Passes/Boat waivers	\$ 1,955.83
ALLEGRA PRINT & IMAGING	Quarantine animal forms	\$ 291.60
ALLEGRA PRINT & IMAGING	Public Hearing Comment Cards	\$ 131.34
AMAZON CAPITAL SERVICES	Office Supplies	\$ 191.21
AMAZON CAPITAL SERVICES	Strategic Planning Meeting Materials	\$ 221.65
AMAZON CAPITAL SERVICES	Monitor and doors	\$ 1,173.96
AMAZON CAPITAL SERVICES	Expanding file folders	\$ 63.99
AMAZON CAPITAL SERVICES	batteries, cleaning supplies	\$ 42.73
AMAZON CAPITAL SERVICES	Drum Pump for Sewer	\$ 35.30
AMAZON CAPITAL SERVICES	Pens for Elections	\$ 820.80
AMAZON CAPITAL SERVICES	Acrylic Sign Holders for Elections	\$ 232.80
AMAZON CAPITAL SERVICES	Power Strips	\$ 246.90
AMAZON CAPITAL SERVICES	Dual cordless microphones for MAYC	\$ 69.99
AMAZON CAPITAL SERVICES	Sound bar for fire station 5	\$ 29.69
ANOKA COUNTY CHIEFS OF POLICE ASSOC	2023 Meeting Expenses	\$ 101.00
ANOKA COUNTY TREASURY DEPT	Connect Anoka County Fiber	\$ 812.50
AT&T MOBILITY	Bait trailer data service	\$ 60.97
AT&T MOBILITY	Cell phone service billing	\$ 7,344.41
BARNUM COMPANIES INC	PD-Monthly gate service	\$ 1,466.00
BARR ENGINEERING COMPANY	WTP2 Preventative Maintenance	\$ 2,852.50
BCI CONSTRUCTION INC	Aquatore Bandshell Construction	\$ 222,517.55
BEAUDRY OIL & PROPANE	Fuel Delivery	\$ 6,406.75
BEAUDRY OIL & PROPANE	Fuel Delivery	\$ 5,000.13
BEAUDRY OIL & PROPANE	Fuel Delivery	\$ 7,288.35
BIEDERMANN KARLIN	Mileage - ICC Cont. Education	\$ 25.53
BIO-TEC EMERGENCY SERVICES	Decontamination of Squad 5310	\$ 150.00
BONA BROS AUTO & TRUCK SERVICE	Insurance Claim	\$ 3,958.86
BONA BROS AUTO & TRUCK SERVICE	Repair to 1288	\$ 1,443.00
BOYER TRUCKS	Heater core; 1235	\$ 154.43
BOYER TRUCKS	Cabin air filter; 1235	\$ 46.82
CARGILL INCORPORATED	Road Salt for Streets	\$ 6,117.83
CARGILL INCORPORATED	Road Salt for Streets	\$ 79,651.02
CENTERPOINT ENERGY	Gas Service	\$ 20,917.54
CINTAS CORPORATION	MAYC - Mats/Rugs	\$ 36.69
CINTAS CORPORATION	Uniform/Rug Rentals - PW	\$ 184.02
CINTAS CORPORATION	PW med supply cabinet	\$ 209.11
CITY OF LEXINGTON	March 2024 Sewer	\$ 4,295.35
CIVICPLUS, LLC	Emergency Notification Contract	\$ 16,885.21

COMMERS THE WATER COMPANY	PW solar salt	\$	453.25
CONNEXUS ENERGY-UTILITY PAYMENTS	951 124th Ln NE/Well #12,#13	\$	591.44
CONNEXUS ENERGY-UTILITY PAYMENTS	10801 Town Square Drive	\$	6,932.65
ENVIRONMENTAL EQUIPMENT & SERVICES	Repairs to 1308	\$	5,873.93
EXPRESS SIGNS INC	Signs for craft sale	\$	290.00
FACTORY MOTOR PARTS COMPANY	Batteries for Stock	\$	575.84
FASTENAL COMPANY	Harness/Sling for Pond Maintenance	\$	170.05
FERGUSON WATERWORKS #2518	Clamps for Water	\$	517.88
FRIENDLY CHEVROLET INC	Wire Connector/Terminal; 3412	\$	22.33
FRIENDLY CHEVROLET INC	Duct - Air Cleaner; 5311	\$	83.16
FRIENDLY CHEVROLET INC	Wire Connector/Terminal; 3412	\$	9.00
FRIENDLY CHEVROLET INC	Brake Rotor/Pad kit 5269	\$	290.54
FRIENDLY CHEVROLET INC	Relay for 5288	\$	205.07
FRIENDLY CHEVROLET INC	Credit	\$	(62.92)
FUN EXPRESS LLC	Bottles for Safety Camp	\$	431.94
FUN EXPRESS LLC	supplies for Playnet	\$	386.83
GALLAGHER BENEFIT SERVICES INC	Ongoing DBM evaluations	\$	1,000.00
GOUGH JANE	Mileage - ICC Cont. Education	\$	23.25
GRAINGER	Insulated screwdrivers	\$	726.11
GRAINGER	Beacon for 2377	\$	115.41
GRAPHIC SPECIALTIES INC	Office Name Plates - PW	\$	126.00
GROUP HEALTH NON-PATIENT A/R	Wellness Program Non-Members	\$	196.00
GROUP HEALTH NON-PATIENT A/R	EAP benefits	\$	238.00
HARTUNG XOATINGS LLC	Sandblast & coat filler tank (WTP 1)	\$	19,250.00
HAWKINS INC	Water Treatment Chemicals	\$	2,249.00
INDELCO PLASTICS CORPORATION	Supplies for WTP 4	\$	180.26
INNOVATIVE OFFICE SOLUTIONS	Paper	\$	468.80
INNOVATIVE OFFICE SOLUTIONS	New employee office supplies - PD	\$	399.46
INNOVATIVE OFFICE SOLUTIONS	Table for New employee - PD	\$	600.94
INTELLIGENCE NEXUS LLC	Web Development/Hosting	\$	280.00
JEFF BELZER'S ROSEVILLE AUTO INC	Brake parts for PD Stock	\$	124.50
JEFF BELZER'S ROSEVILLE AUTO INC	Brake parts for PD Stock	\$	459.00
JEFF BELZER'S ROSEVILLE AUTO INC	Brake parts for PD Stock	\$	124.50
JEFF BELZER'S ROSEVILLE AUTO INC	Blades: PD stock	\$	143.64
JM ELECTRIC LLC	Tom Ryan Park/Veteran's Park	\$	825.00
JOHNSON LITHO GRAPHICS	February MAYC Newsletter	\$	624.68
LAWSON PRODUCTS INC	Mechanic shop supplies	\$	671.10
LEAGUE OF MN CITIES INSURANCE	Insurance Claim	\$	175.00
LENNAR	Refund Permit B23-04498	\$	15,616.72
LITTLE FALLS MACHINE INC	Wing Bolts for Plows	\$	1,439.62
M&G TRAILER SALES, SERVICE & RENTAL	Trailer outfitting - Police	\$	8,838.12
MACQUEEN EQUIPMENT INC	Larue snow blower #1321	\$	231,887.50
MACQUEEN EQUIPMENT INC	MT Trackless Sidewalk Machine	\$	209,422.00
MC TOOL & SAFETY SALES	PW Safety Glasses/Gloves	\$	296.55
MELY GREG	Mileage Reimbursement	\$	84.42
MENARDS - BLAINE	Small Tools - Water Dept	\$	50.62
MENARDS - BLAINE	PW Supplies: PVC pipe, Gloves	\$	36.35

MENARDS - BLAINE	PW Supplies: PVC pipe, Gloves	\$	10.49
METRO AREA MANAGEMENT ASSOC	Feb 22 Luncheon (Wolfe)	\$	25.00
METRO SALES INCORPORATED	Copier Maintenance and Support	\$	615.00
METRO SALES INCORPORATED	Copier Maintenance and Support	\$	195.00
MGT OF AMERICA CONSULTING	Recruit/Admin Director (1 of 3 pmts)	\$	8,200.00
MIDWAY FORD COMPANY	TPMS for 4477	\$	101.18
MIDWAY FORD COMPANY	Steering Shaft for 3401	\$	145.26
MINNESOTA EQUIPMENT - HAM LAKE	Chain Saw Case	\$	16.00
MINNESOTA EQUIPMENT - HAM LAKE	Chainsaw Chains for Streets	\$	44.85
MINUTE MAKER SECRETARIAL	Council Minutes	\$	389.38
MINUTE MAKER SECRETARIAL	Planning Commission Minutes	\$	222.25
MUNIPLATFORM	2023A Bond Issuance - Fees	\$	750.00
NITTI ROLLOFF SERVICES INC	Demo Refund - 3100 101st Avenue NE	\$	2,000.00
NUSS TRUCK & EQUIPMENT	Credit	\$	(84.00)
NUSS TRUCK & EQUIPMENT	Credit	\$	(112.32)
NUSS TRUCK & EQUIPMENT	Credit	\$	(41.64)
NUSS TRUCK & EQUIPMENT	Cabin air filters: PW stock	\$	105.85
NUSS TRUCK & EQUIPMENT	Exhaust Stack Bracket	\$	295.29
NUSS TRUCK & EQUIPMENT	Valve kit/Pigtail Ends for 1269	\$	648.83
NUSS TRUCK & EQUIPMENT	Clamp/Gasket/Connector; 1269	\$	71.40
NUSS TRUCK & EQUIPMENT	Valve kit/Pigtail Ends for 1269	\$	402.08
NUSS TRUCK & EQUIPMENT	Valve kit/Pigtail Ends for 1269	\$	786.91
NUSS TRUCK & EQUIPMENT	Clamp/Gasket/Connector; 1269	\$	51.85
NUSS TRUCK & EQUIPMENT	Clamp/Gasket/Connector; 1269	\$	30.85
PAFFY'S PEST CONTROL INC	CH - monthly pest control	\$	80.35
PITNEY BOWES INC	Postage Machine Meter Rental Qtly	\$	135.75
PRINT CENTRAL	Business Cards-Massoglia & Newland	\$	78.00
REPUBLIC SERVICES #894	Shredding for Recycling Saturday	\$	1,180.36
RIVARD COMPANIES INC	Tree/Stump Removal	\$	990.00
RIVARD COMPANIES INC	Tree/Stump Removal	\$	11,755.00
SBM FIRE DEPARTMENT	Fire Protection Services for 2024	\$	415,132.00
STANDARD INSURANCE COMPANY	Life Insurance - monthly	\$	9,104.25
STAR TRIBUNE	Advertisement	\$	162.74
STAR TRIBUNE	Advertisement	\$	162.74
STAR TRIBUNE	Advertisement	\$	178.54
STAR TRIBUNE	Advertisement	\$	178.54
STAR TRIBUNE	Advertisement	\$	86.90
STAR TRIBUNE	Advertisement	\$	156.42
STATE OF MINNESOTA	Court costs	\$	134.75
STERICYCLE INC	Annual document shredding	\$	348.21
STIX SPORTSWEAR	Embroidery - Engineering	\$	115.50
SUBURBAN TIRE WHOLESALE INC	Tires for PW stock	\$	366.00
SUN LIFE FINANCIAL	Long Term Disability Insurance	\$	5,069.10
SUNBELT RENTALS INC	Tree Trim Lift Rental	\$	4,322.88
SUNDGAARD JOSHUA	Training - meals- USPIS	\$	177.97
TEAMSTERS LOCAL #320 WELFARE	Police Dental - Group #1609	\$	8,208.00
TOLL GAS & WELDING SUPPLY	Welding Bay Supplies	\$	116.18

TRI-STATE BOBCAT INC	Parts for 2374; Axel/hub cap	\$	545.07
TRI-STATE BOBCAT INC	Parts for 2374; Axel/hub cap	\$	46.87
TRI-STATE BOBCAT INC	Feedwheel control valve; 1238	\$	340.46
TWIN CITIES TRANSPORT & RECOVERY	Tows for Squad 5301	\$	125.00
TWIN CITIES TRANSPORT & RECOVERY	Tows for Squad 5309	\$	125.00
UNITED CONTRACTORS INC	Escrow Refund - 2704 Fox Ridge NE	\$	1,600.00
UTILITY LOGIC LLC	Utility Line Tracer/Locator for Sewer	\$	14,270.06
VESSCO INC	2023 Capital: WTP 2 Improvements	\$	10,700.00
WATER CONSERVATION SERVICES INC	Water Main Leak Detection	\$	436.08
ZAYO GROUP LLC	Telephone Service	\$	2,987.04
ZIEGLER INC	Air Filter for PW Stock	\$	56.10
ZIEGLER INC	Stock Filters for PW	\$	469.81
ZIEGLER INC	Coupling/Coupler/seals	\$	441.51
		\$	1,425,067.28

CITY OF BLAINE

**SUBSET OF PAYMENTS BETWEEN \$20,000 AND \$50,000 FROM THE SCHEDULE OF BILLS PAID
APPROVED ON 4/18/2024 FOR PAYMENTS THE WEEK OF 3/8/2024**

Vendor Name	Description	Amount
CENTERPOINT ENERGY	Gas Service	\$ 20,917.54

CITY OF BLAINE**SCHEDULE OF BILLS PAID****APPROVED ON 4/1/2024 FOR PAYMENTS THE WEEK OF 3/15/2024**

Vendor Name	Description	Amount
AMAZON CAPITAL SERVICES	Seeds for craft fair - give away	\$ 39.99
AMAZON CAPITAL SERVICES	Credit	\$ (39.99)
AMAZON CAPITAL SERVICES	Supplies for Playnet	\$ 192.78
AMAZON CAPITAL SERVICES	Stairwell Initiative Supplies	\$ 68.65
AMAZON CAPITAL SERVICES	Car Charges for iPad	\$ 172.09
AMAZON CAPITAL SERVICES	Cordless mouse	\$ 17.29
ANOKA COUNTY	Recording Fees	\$ 112.00
ANOKA COUNTY	County Recordings	\$ 92.00
ANOKA COUNTY	Recording Fees	\$ 46.00
ANOKA COUNTY	Recording Fees	\$ 46.00
ASPEN MILLS INC	uniforms and clothing	\$ 171.50
ASPEN MILLS INC	uniforms and clothing	\$ 64.95
ASPEN MILLS INC	uniforms and clothing	\$ 282.87
ASPEN MILLS INC	uniforms and clothing	\$ 25.50
ASPEN MILLS INC	uniforms and clothing	\$ 531.34
ASPEN MILLS INC	uniforms and clothing	\$ 760.34
ASPEN MILLS INC	uniforms and clothing	\$ 890.29
ASPEN MILLS INC	uniforms and clothing	\$ 767.19
ASPEN MILLS INC	uniforms and clothing	\$ 59.95
ASPEN MILLS INC	uniforms and clothing	\$ 59.95
ASPEN MILLS INC	uniforms and clothing	\$ 758.34
ASPEN MILLS INC	uniforms and clothing	\$ 20.00
ASPEN MILLS INC	uniforms and clothing	\$ 64.50
ASPEN MILLS INC	uniforms and clothing	\$ 15.00
ASPEN MILLS INC	uniforms and clothing	\$ 679.33
ASPEN MILLS INC	uniforms and clothing	\$ 219.00
ASPEN MILLS INC	uniforms and clothing	\$ 316.84
ASPEN MILLS INC	uniforms and clothing	\$ 42.49
ASPEN MILLS INC	uniforms and clothing	\$ 64.90
ASPEN MILLS INC	uniforms and clothing	\$ 197.84
AT&T MOBILITY	Cell Phone Service	\$ 14,620.91
BARNUM COMPANIES INC	PD monthly gate maintenance	\$ 280.00
BARNUM COMPANIES INC	Project level 1 F2303	\$ 48,403.00
BLUUM OF MINNESOTA LLC	AV maintenance contract	\$ 18,000.00
C&H PRECISION WEAPONS LLC	Mounting plates for RDS	\$ 5,710.67
CAPITAL ONE TRADE CREDIT	Jack and Handle for 1254	\$ 21.00
CAPITAL ONE TRADE CREDIT	Credit	\$ (169.05)
CAPITAL ONE TRADE CREDIT	Jack and Handle for 1254	\$ 151.99
CAPITAL ONE TRADE CREDIT	PW brush tool, springs	\$ 32.27
CAPITAL ONE TRADE CREDIT	Drill bit for water	\$ 29.92

CARLSON MCCAIN INC	Austin St Extension	\$	6,204.56
CARLSON MCCAIN INC	Austin St Extension	\$	4,380.94
CENTERPOINT ENERGY	Gas Service	\$	2,961.83
CENTURYLINK	Siren	\$	8.39
CENTURYLINK	911 Service	\$	86.06
CINTAS CORPORATION	CH Mats/Rugs	\$	205.47
CINTAS CORPORATION	MAYC - Mats/Rugs	\$	36.69
COMCAST	PW Cable TV	\$	20.98
COMCAST	Cable TV	\$	36.22
CUMMINS SALES AND SERVICE	PW generator repair	\$	1,122.08
GRAINGER	CH belts for HVAC	\$	78.60
GREEN JEFFERY	Commission Comp (Tamblyn Lawsuit)	\$	2,736.25
GROWING GREEN HEARTS LLC	Summer Program/Curriculum	\$	1,000.00
HAMMER SPORTS LLC	Refs for Adult Basketball League	\$	408.00
HANDT JOY	Baskets for Breakfast with the Bunny	\$	200.00
HAWKINS INC	Water Treatment Chemicals	\$	19,797.20
HAZELTON ROX ANN	Commission Comp (Tamblyn Lawsuit)	\$	2,736.25
INSIGHT PUBLIC SECTOR INC	Laptop for irrigation system	\$	926.36
IUOE LOCAL 49 FRINGE BENEFIT FUNDS	February Union Apprenticeship Fund	\$	603.14
KAYE SHAWN	Mileage & Expense Report - Kaye	\$	62.98
LANDSCAPE STRUCTURES INC	Colony Preserve Park Swing Set	\$	5,582.76
LAWSON PRODUCTS INC	Mechanic shop supplies: Chain	\$	608.02
LEAGUE OF MN CITIES INSURANCE	Annual Workers' Comp Adjustment	\$	281,825.00
METROPOLITAN COUNCIL	February 2024 SAC	\$	130,387.95
MINNESOTA DEPARTMENT OF HEALTH	Exam Application Fee- Beaver	\$	32.00
MN DEPT OF LABOR AND INDUSTRY	February 2023 State Surcharge	\$	10,884.68
MORELAND DENISE	Deposit Refund	\$	500.00
MUNICIPAL BUILDERS INC	WTP #2 Preventative Maintenance	\$	286,140.00
NORLING CONSTRUCTION LLC	Concrete Wall; brine room	\$	4,550.00
NORTHLAND CAPITAL EQUIPMENT	Fitness Equipment Lease	\$	832.43
O'REILLY AUTOMOTIVE INC	Credit	\$	(204.00)
O'REILLY AUTOMOTIVE INC	Credit	\$	(163.00)
O'REILLY AUTOMOTIVE INC	Credit	\$	(110.00)
O'REILLY AUTOMOTIVE INC	Credit	\$	(150.00)
O'REILLY AUTOMOTIVE INC	Thermostat for PW Stock	\$	27.76
O'REILLY AUTOMOTIVE INC	Brake Parts: 5259	\$	199.93
O'REILLY AUTOMOTIVE INC	Credit	\$	(27.76)
O'REILLY AUTOMOTIVE INC	Brake Parts; 3385	\$	175.45
O'REILLY AUTOMOTIVE INC	Brake Rotor #5269	\$	159.99
O'REILLY AUTOMOTIVE INC	Brake Parts/seals/gaskets for 3385	\$	199.16
O'REILLY AUTOMOTIVE INC	Brake Parts/seals/gaskets for 3385	\$	17.54
O'REILLY AUTOMOTIVE INC	Brake Parts/seals/gaskets for 3385	\$	10.78
O'REILLY AUTOMOTIVE INC	Brake parts for PD5264	\$	148.99
O'REILLY AUTOMOTIVE INC	Stop Leak; 1235	\$	11.98
O'REILLY AUTOMOTIVE INC	Belt for 5320	\$	28.76
O'REILLY AUTOMOTIVE INC	Wheel Bearings; PW Stock	\$	340.06
O'REILLY AUTOMOTIVE INC	Brake Rotors/Pads; 5323	\$	149.99

O'REILLY AUTOMOTIVE INC	Wheel bearings	\$	143.56
O'REILLY AUTOMOTIVE INC	Break Pads/Rotors	\$	169.99
PARK CONSTRUCTION COMPANY	Wetland Credits Refund	\$	11,434.50
STERICYCLE INC	Jan/Feb shred	\$	373.02
STREICHER'S	uniforms and clothing	\$	224.99
STREICHER'S	uniforms and clothing	\$	132.99
SYSCO MINNESOTA	Items for Liver and Onions	\$	49.95
TRANSLANGUAGES LLC	Interpreter for Public Hearing	\$	206.90
ULINE	CH 3 pedestal sign holders	\$	313.20
ULINE	Chair - detective	\$	356.56
ULINE	Office Chairs for WTP's	\$	1,730.97
VOLUNTEERS OF AMERICA	Van Driver Meals - February 2024	\$	90.00
WALTERS RECYCLING & REFUSE INC	Refuse and Recycling Fees	\$	382,631.45
WIECH CHAD	Commission Comp (Tamblyn Lawsuit)	\$	2,715.00
		\$	1,260,163.19

CITY OF BLAINE

**SUBSET OF PAYMENTS BETWEEN \$20,000 AND \$50,000 FROM THE SCHEDULE OF BILLS PAID
APPROVED ON 4/1/2024 FOR PAYMENTS THE WEEK OF 3/15/2024**

Vendor Name	Description	Amount
BARNUM COMPANIES INC	Project level 1 F2303	\$ 48,403.00



City of Blaine

City Council Workshop

March 11, 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 Pro Tem Robertson at 5:30PM.

2. Roll Call

PRESENT: Mayor Pro Tem Jess Robertson, Councilmembers Terra Fleming, Chris Massoglia, Tom Newland, and Lori Saroya.

ABSENT: Mayor Tim Sanders, Councilmember Leslie Larson.

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; City Attorney Eric Larson; and City Clerk Catherine Sorensen.

Also present Mikaela Huot, Baker Tilly.

3. New Business

- 3.1.** 2024-57 Trunk Highway 65 Update
Sponsors: Daniel Schluender, Director of Engineering

Director of Engineering Schluender presented an overall update on the TH 65 project, including status of funding, lobbying/legislative, project meetings of note, and project design information. He commented on the neighborhood meeting that was held with the residents and businesses surrounding 107th Avenue and explained those in attendance were in favor

of having access to the service road. He discussed the noise analysis study that was completed and noted five noise walls were proposed. He indicated the voting process for benefiting parcels was now underway. He reported Wall C and Wall J would be included in the project and the remaining walls would be voted on a second time before a determination was made. He discussed how the project would be shifted to MNDOT for final design. The project schedule was further reviewed.

Mayor Pro Tem Robertson asked what type of noise wall was being proposed. Mr. Schluender explained a standard MNDOT wall was 20 feet high and would be constructed from concrete.

Mayor Pro Tem Robertson questioned who was overseeing the communication process. Mr. Schluender reported all communication was being managed by the city's consultant.

Mayor Pro Tem Robertson inquired if the storm ponding had been finalized along the corridor. Mr. Schluender stated work continues on the storm ponding. He informed the council that all updated information regarding the TH65 corridor was available on the city's website for residents.

Mr. Schluender encouraged the council to think about whether or not the city should hire a PR firm to work with the businesses along the service road/TH65 corridor.

Mayor Pro Tem Robertson thanked staff for their efforts on this project and for the extra communication that has been done with both residents and businesses.

Councilmember Newland asked if staff had any updates on the timeframe for Radisson Road/109th Avenue. Mr. Schluender stated Anoka County completed their study on Radisson Road/109th Avenue. He indicated the study did not take into account TH65 and how traffic will be impacted. He reported the city suggested University Avenue, Davenport Street, and Radisson Road be further studies and modeled. He explained he would report back to the council with further information on these models.

Councilmember Massoglia stated besides the roundabout at 99th Avenue and Baltimore Street, what other work was the city doing to mitigate the impact of the construction. Mr. Schluender indicated the city would be installing a roundabout at 117th Avenue and Ulysses Avenue in 2024. In addition, the city would be putting a signal at Paul Parkway and Ulysses. He explained temporary traffic measures would be looked at more in the future.

Further discussion ensued regarding potential funding sources for the service road.

3.2. 2024-67 105th Avenue Redevelopment Discussion *Sponsors: Erik Thorvig, Community Development Director*

Community Development Director Thorvig stated since 2015, the City of Blaine Economic Development Authority has been acquiring certain property around 105th Avenue and Nassau Street for redevelopment. The area has been identified in various city planning documents as a redevelopment area. In 2022, the City Council hired an architect to assist in

a master planning/visioning process for the area. Given its proximity to the National Sports Center (NSC), the area is intended to be an entertainment district to capture visitors to the NSC and serve the regional population. The master plan identified public space, hotels, restaurants, retail, and residential uses. In November 2022, the city, through an RFP process, selected Elevage/Bader as the master developer. A pre-development agreement was executed in December 2022. In early 2023, the developer began preparing a master plan based on the principles identified in the 2022 council visioning process. To date, the master plan created by the developer includes sports-themed uses, hotels, public parking, office, retail, restaurants, residential and public space. The master plan created by the city in 2022 anticipated both private and public improvements on a portion of property on the east side of the NSC campus, owned by the Minnesota Amateur Sports Commission (MASC).

Mr. Thorvig reported discussions began in April 2023 between the MASC/NSC, developer and city to understand how the developer can acquire development rights to a portion of the MASC property. The MASC acquired approximately 75 acres on the east side of their campus in the late 1990s. Based on how the property was acquired, there is statutory language that allows the MASC to lease up to 16 acres of the property for private development. A ground lease can be executed for 30 years, with two extensions for an additional 30 years each (total of 90 years). The intent to allow the MASC to lease the property was to provide a funding source for the National Sports Center Foundation (NSCF) who operates the day-to-day operations of the facility.

Mr. Thorvig explained the NSC has significant deferred maintenance on the campus. Their primary source of funding for maintenance and capital improvements on the campus is from the State of Minnesota Legislature. Therefore, whenever the NSC needs capital improvement dollars, they must compete with other projects state-wide that are submitted to the legislature. In some years, they are successful in getting bonding dollars from the legislature. However, it's not to the level needed to catch up on deferred maintenance or complete other projects (such as turf fields) to keep the campus relevant into the future. In 2022, the City of Blaine provided \$3.8M to the NSC to construct three new turf fields south of 105th Avenue. This money was a combination of ARP funds and EDA dollars. The City of Blaine recognizes the importance of the NSC as an economic driver to Blaine and Anoka County and therefore provided funding to improve the campus. The NSC has stated that the addition of 10 turf fields could increase revenue for the NSCF by 10-15%. It also allows them to compete for national tournaments that they are currently losing because they don't have the necessary fields to qualify and attract said tournaments.

Mr. Thorvig stated through negotiation, the MASC/NSC identified the need for turf fields as compensation for leasing property. An amount of \$12M was identified which would allow for the installation of ten, lit turf fields. Turf would be installed on fields 25-32 and fields 55 and 56. This work would be completed by Fall, 2024. The statutory language identified above would've allowed the MASC/NSC to lease the property to the developer for an annual fee of \$300,000. Annual payments of this amount don't provide an opportunity for a significant, one-time investment on the campus. As such, the up-front commitment of \$12M for improvements was negotiated. Various agreements were negotiated and drafted by the MASC/NSC, developer and city that would allow for the following:

1. Ground lease of MASC land to the developer for up to 90 years.
2. Approximately four acres of public/gather space on MASC land.

3. Ongoing maintenance dollars in the amount of \$200,000 annually, paid by the developer, for the NSC. This money is available after the debt is retired on the turf-field bond.
4. The city bonding for \$12M to pay for the installation of ten, lit turf fields.

Mr. Thorvig commented these agreements have been approved by the MASC board and Blaine City Council. Since negotiations began with the MASC/NSC, city staff, the developer, NSC, Baker Tilly (city consultant), Spring Lake Park Schools, Anoka County and Blaine City Council have been analyzing a mechanism to fund the \$12M project and source to repay debt. The city, with the assistance of their municipal financial consultant Baker Tilly, identified a payment structure for the \$12M bond. The payment structure is in the form of tax abatement. The annual debt service for the bond is approximately \$1.1-\$1.2M. The term of the debt is 15 years. Tax abatement is like tax increment financing (TIF), where the increased property taxes received because of new development can be captured to pay debt for various improvements related to a project. Unlike TIF, the county and school district have the option to participate in tax abatement. County and school district participation is crucial in making debt service payments feasible.

Mr. Thorvig indicated approximately \$125M in value is needed to generate the annual property taxes to cover the debt service. Baker Tilly has been working with the Anoka County assessor to determine approximate values in Phase 1 of the redevelopment area. The assessor provided a range of \$78-\$107M of taxable value in Phase 1. This property does not generate any tax dollars today. Because the ground lease allowing the developer control of the MASC property is dependent upon financing of the fields, no development, nor new tax value would be generated on the MASC property unless the turf field financing is approved. The remainder of the project would be captured in a TIF district to assist in typical redevelopment costs such as demolition, environmental, infrastructure and public parking facilities. Any taxes currently collected from properties in a future TIF district would continue to be collected by the various taxing entities.

Mr. Thorvig reported the \$78-\$107M in new development value for Phase 1 would be captured in the tax abatement. The remaining value needed would be captured elsewhere in the City. As proposed, it would be from two newly constructed apartment buildings. The apartments are Arris 2, which is located at 9460 Ulysses Street, and Glenfield, which is located at 8585 and 8615 Groveland Court. Both are in the SLP school district. Whether one or both of these apartment buildings are needed depends on the ultimate property tax value of Phase 1. The most conservative approach, utilizing the low range of value of \$78M, requires both apartment buildings to be included. If Phase 1 values are either at mid-range, high or exceed the county estimates, only one or neither of the apartments are needed. This will not be known until construction occurs and values are identified. This also doesn't include the likely inflationary property tax value, which helps the overall value and property taxes generated in Phase 1. Because the apartments are new, the full tax value hasn't been realized. Therefore, there is no "take" of existing tax dollars collected by the various taxing authorities.

Mr. Thorvig explained there is one remaining piece of the financing structure that is still being analyzed. Because property tax revenue for Phase 1 of the redevelopment will not be collected until 2027 (due to timing of construction), there is a 2-3 initial lag when debt

service payments are due and when the full tax abatement value of property taxes will be collected. Baker Tilly will provide more information regarding options currently being analyzed at the workshop. The city council won't be asked to provide feedback on these options yet, as it requires further discussion with Anoka County and Spring Lake Park schools. There is another workshop scheduled with the city council on April 8, 2024, to finalize the structure. As indicated above, participation by Anoka County and Spring Lake Park Schools is critical to the financing structure. City staff and Baker Tilly have been working closely with each entity to educate and advance discussions among their staff and boards. The following is a list of various meetings and actions taken to date, along with the tentative schedule to consider tax abatement by each entity. There also have been various meetings between consultants and staff for each party. Staff reviewed the timeline for the tax abatement process in further detail with the council.

Councilmember Saroya asked what type of notification would be made for the public hearing. Mikaela Huot, Baker Tilly, explained a public hearing notice would have to be posted 10 days prior to the meeting and within this notice the abatement amount and number of years would be declared, along with a list of the parcels being abated.

Mayor Pro Tem Robertson reported she received a positive text from a Spring Lake Park School school boardmember who appreciated the detailed presentation from staff regarding the proposed abatement project.

Ms. Huot provided the council with further information regarding the tax abatement structure. She explained tax abatement was established as an economic development tool that operates similar to TIF. The goal of the tool would be to capture incremental taxes for redirection to pay for certain improvements. She noted the biggest thing to understand was that this was not a new revenue stream. Rather, this was tool that captured new taxes generated by a development and used these taxes to pay back an obligation. She commented further on how the city could utilize tax abatement funds and described the proposed term for the tax abatement funding. It was noted the annual debt service payments would be paid for by the tax abatement levy. She broke down how the debt service would be shared between the city, county and school district based on the assumptions for future growth.

Mr. Thorvig explained TIF could not be used for public facilities or the proposed turf fields. He commented on the parcels that would be included within the tax abatement process, noting the most conservative values were being considered.

Councilmember Fleming asked if the apartment complex could be included within the tax abatement process in order to assist with paying off the bonds quicker. Mr. Thorvig stated this could be considered by the council.

Councilmember Saroya questioned if community or neighborhood meetings would be held in order for the public to provide input on this topic. Mr. Thorvig explained neighborhood meetings would be held to address the design of this project this spring. He reported residents would not be paying for the tax fields. Rather, the city would go out and bond for the turf field project and the new tax revenue from the parcels in red would be used to fund the annual debt service. Ms. Huot explained the property owners highlighted in red would not be taxed any more than they normally would have been, but instead their taxes would

be redirected to pay down the annual debt service.

Councilmember Saroya expressed concern with the fact this project would be taxpayer funded. She believed the city should have worked to receive more community input, spoken to businesses and should have hired a PR firm. She stated this project did not feel like a city project, but rather she felt the developer would be benefiting from this project. In addition, she did not want to put the city in a situation where more apartments and traffic was being created in the 105th Redevelopment area. Ms. Huot explained the properties in red were a tax base that the city does not have today. She indicated the structure of the tax abatement would redirect the taxes from the properties in red to pay off the annual debt service for the bonds needed for the turf fields. She stated the public benefit to the city, county and school district would be the construction of the turf fields. She reiterated that no benefit would be given to the properties within the tax abatement.

Ms. Wolfe discussed how most of the properties included within the abatement were state property and the state was the resident of the property. She indicated the two new apartment buildings were not currently generating any tax dollars and the new tax dollars generated would be directed to financing the fields.

Councilmember Newland asked when the full development values were realized. Mr. Thorvig reported values are placed on properties January 1 of each year. He explained as development happens, not all taxes will be collected in 2025, but the full values would be realized in 2028, or sooner. Ms. Huot commented further on when the development would come on line noting the turf fields would be constructed in 2024 and 2025 and interest payments would be due in 2025. She discussed how she would work with the city to balance risk and bridge the years from when the bonds are issued to when the value was online.

Councilmember Fleming inquired what the interest payment would be on the bond debt service. Ms. Huot estimated the yearly interest payment would be \$1M to \$1.1M per year. Mr. Thorvig commented on how the city could accelerate the repayment by having the properties that were generating taxes being directed to the yearly interest payments.

Councilmember Massoglia asked if maintenance on the turf fields was necessary within the first three years, or could the \$300,000 that was set aside each year for maintenance could be used to pay down the bonds. Mr. Thorvig indicated this would be an option. He explained there was flexibility with how the \$300,000 could be used.

Mayor Pro Tem Robertson discussed how the turf fields would be a tremendous investment for the NSC. She was hopeful the NSC would have more revenue flexibility going forward. She appreciated how the city's AAA bond rating would assist with securing a lower interest rate for the turf bonds.

Mr. Thorvig reviewed the next steps for this project with the council and noted he would be working with the school board and county to finalize the financing structure. He stated the council would be considering this matter at the April 15 city council meeting.

Councilmember Newland appreciated how staff has streamlined and broken down the information being presented to the council regarding this project.

Mayor Pro Tem Robertson thanked staff for all of their efforts on this project.

4. Other Business

City Manager Wolfe shared an update regarding the mobile command unit funding request, CCX proposed merger request, EPA mandate for lead service line survey and attempts to do resident home visits, cable television legislation efforts to modernize funding streams, and potential council retreat dates.

5. Adjournment

The workshop was adjourned at 7:00PM.



City of Blaine

City Council Workshop

March 18, 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 5:30PM.

2. Roll Call

PRESENT: Mayor Pro Tem Robertson, Councilmembers Fleming, Massoglia, Newland, Robertson, Saroya.

ABSENT: Mayor Sanders, Councilmember Larson

ALSO PRESENT: City Manager Michelle Wolfe; Community Development Director Erik Thorvig; City Planner Sheila Sellman; Safety Services Director/Police Chief Brian Podany; Finance Director Jason Zimmerman; Director of Engineering Dan Schluender; City Attorney Tom Loonan; City Attorney Kevin Sandstrom; Communications Manager Ben Hayle; Assistant City Engineer Stefan Higgins; Public Works Director Nick Fleischhacker; Deputy Public Works Director Jason Grode; Public Works Supervisor Kristain Gaasland and City Clerk Cathy Sorensen

3. New Business

- 3.1. 2024-788** Closed Session Pursuant to MN Statute 13D.05, subd. 3(b) - Attorney Client Privileged Discussion Regarding Litigation Status, Strategy and Legal Advice with the City's Litigation Counsel on the Matter of *Blaine v. Irene Tamblyn*, Anoka County Court File No. 02-CV-22-0930
Sponsors: Daniel Schluender, Director of Engineering

After motion, second and unanimous vote, council moved to closed session at 5:31PM.

- 3.2.** 2024-68 Closed Session Pursuant to MN Statute 13D.05 Subd. 3(b) - Attorney Client Privileged Discussion Regarding Lexington Water System Interconnections
Sponsors: Nick Fleischhacker, Public Works Director

Upon completion of closed session items, the council moved to open session at 6:05PM.

- 3.3.** 2024-69 Park Dedication Request Related to a Development Proposal by Sand Companies for 111 99th Avenue
Sponsors: Sheila Sellman, City Planner

City Planner Sellman stated in December 2022, the Council approved a rezoning of the subject site to Development Flex (DF), a Conditional Use Permit (CUP) for a 111-unit apartment building, and preliminary plat creating one lot and two outlots. In September 2023, an extension was approved for the CUP and preliminary plat to September 5, 2024. Development has not started. Since development has been delayed in moving forward, the property owner relisted the property and was approached by Sand Companies. The property owner and Sand Companies have an agreement for Sand Companies to acquire the property. Sand Companies is proposing to build a 48-unit apartment building on the subject site, which therefore requires a new CUP. The developer has made an application for the new CUP and is scheduled to go before the Planning Commission on April 9, 2024. The City Council will consider this item at the May 6, 2024, regular meeting. The site is zoned Development Flex and requires a CUP to establish the development standards. The subject site has a land use designation of High Density Residential (HDR) with a density range of 12–25 units an acre. As proposed, the development meets these requirements. As part of the new proposal, a new plat will be submitted since they are proposing a smaller building. The developer does not need the entire property.

All subdivisions are subject to park dedication fees or land in lieu of fees. These fees are collected at the time of final plat. Article V of the Subdivision code outlines park dedication requirements. Section 75-131 determines the amount of land that can be accepted in lieu of fees. This section provides a formula based on the gross area of land included in the subdivision. The formula is based on dwelling units per acre. Twelve units/acre are being proposed for the project. Per the calculation, dedication shall be 16% of the land area, which is calculated at .62 acres. The developer is proposing to dedicate .65 acres. If they dedicate the whole .65 acres, and it is accepted by the City Council, this would satisfy the park dedication requirements. City staff, nor the park board, have discussed how the space would be used if it is accepted by the city as open space. If the developer were to pay just the fees for park dedication, the residential calculation is \$4,894/unit, totaling \$234,912. They could also do a combination of fees and dedication. Though the purpose of the workshop discussion is to get feedback regarding the park dedication proposal, it is also an opportunity for the City Council to ask questions about the project as it moves through the approval process.

Jamie Thelen, Sand Companies, presented his proposal for park dedication for the property at 111 99th Avenue, then outlined the 48-unit project that would have an affordability component. He requested the council consider a land dedication versus a park dedication

fee.

Councilmember Massoglia stated this was a busy corner that may not be support a city park. He suggested the city accept park dedication fees instead of land for this project.

Councilmember Newland questioned what the city typically does in these types of situations when a developer was requesting the city to take land in lieu of a park dedication fee. He anticipated it was not very comment for the city to accept land. Community Development Director Thorvig stated it was more common for the city to accept land in larger single family residential subdivisions. He indicated the most recent example was the new park in Lexington Waters after the developer dedicated land. Mr. Schluender explained looking at the parks master plan, when a park is identified in or near a proposed development, that was when the city could ask for land. He stated the value was then put towards the park dedication fee. He discussed how a combination of land and park dedication fees could also be collected for projects, depending on the size of the project.

Councilmember Newland asked if the city had a mechanism in place to appraise the value of the property to ensure it was worth \$234,000. Mr. Sellman explained the city's formula would require the land donated to be 16% of the overall project and the value of the land was not calculated.

Councilmember Newland stated he supported Councilmember Massoglia's comments noting this was a fairly busy intersection and did not believe this would be a desirable parcel for a city park in Blaine.

Mayor Pro Tem Robertson inquired if stormwater ponding was drafted into the plans for this project. Ms. Sellman indicated the developer would be responsible for onsite stormwater ponding.

Councilmember Saroya questioned if park dedication fees were meant to benefit only new residents. Ms. Sellman reported park dedication fees were placed into one fund and were intended for all parks in the city. She stated the fees were not ward specific.

Councilmember Saroya explained she did not agree with this. She supported keeping any funds generated from Ward 1 in Ward 1 in relation to park dedication fees then stated she did not support this project.

Councilmember Massoglia indicated he had this same concern in the past, noting there has been a deal of development in Ward 3, but the park dedication fees generated from these projects have been spread throughout the city. He explained all parks within the city are treated wholistically and believed this was the best way to do things. Otherwise, the city would have millions of dollars to spend on parks only in Ward 3. He reported Aquatore Park has received the most benefit in recent years from the city's park dedication fees which was located in Ward 1. He supported all residents in Blaine having good access to parks.

Councilmember Saroya commented on the condition of the parks in Ward 1, noting the parks in Ward 3 were newer, which meant there was a disparity. She stated going back to the development, she supported the city accepting land in order to maintain a public space.

Councilmember Massoglia indicated Ward 1 has received more money for parks in recent years than any other ward. He reported the east side of Ward 3 had newer parks, but the west side of Ward 3 had parks in the same condition as Ward 1. He invited Councilmember Saroya to visit these parks then suggested a divisive narrative does not benefit anyone in Blaine.

Councilmember Saroya stated what was creating the divisive narrative in the wards was bringing forward projects like this. She explained the residents do not want projects like this where single family homes were being turned into multi-family residential. She reported projects like this were creating division as well as creating problems on the council.

Further discussion ensued regarding the stormwater ponding for this project.

Mr. Thelen stated he would be open to some sort of combination of land dedication and park fees.

Councilmember Fleming indicated she wanted to do what was best for the residents in this area and if more land was needed for stormwater ponding, she could support this. She explained she could support a combination of land dedication and park fees as well.

Councilmember Saroya reported she was the Ward 1 councilmember and strongly opposed this project. She stated this project came to the city in 2022, where it was initially denied then brought back where it was approved. She said she did not believe things were done in the right way with this project and believed an apartment building did not make sense on this property. She feared major traffic issues would be created. She indicated she could support townhomes or single family homes on this property, but not an apartment building of 48 units. She stated projects like this keep coming to Ward 1 and she feels strongly that this project should not move forward. She reported the city's traffic study showed an apartment building should not be located on this property. She was of the opinion it was unfair to introduce this type of housing to the neighborhood as it would adversely impact the residents who have lived in the area their entire lives. She further discussed how natural resources and endangered species would be harmed if this development were to move forward. She stated the city's comprehensive plan was not final and was wrong. She indicated she could support an area of apartments in the Northtown area but not on the proposed property given the fact it was a residential neighborhood.

Councilmember Newland explained there were two Ward 1 councilmembers in Blaine and was the other representative from Ward 1. He indicated there was not one voice that dominated but rather consensus was reached by the council before projects moved forward. He stated the mayor also represents Ward 1 because he was elected by all residents in Blaine. He reported this project has gone through dialogue and discussion for approval. He noted there is an apartment complex the council was looking at to the south. He stated this project was less than half the number of units previously proposed, which would have less traffic impacts. He further discussed how this project was downsized from previous considerations.

Councilmember Massoglia requested further information regarding the affordability component. Mr. Thelen explained he would be applying for financing through the Minnesota Housing Finance Agency in July if the project was approved. He stated he has also

applied for funding through Anoka County. He indicated rents on one-bedroom units would be \$750 per month and four-bedroom units would be \$1900 per month. He explained the rents would be set based on income.

Mayor Pro Tem Robertson explained the city completed a very thorough traffic study and all members of the council received a copy of this study. She questioned if the traffic impacts that were being studied were regarding the current proposal. Director of Engineering Schluender clarified the traffic study observed the current traffic conditions as they are today and had addressed the proposed 110 unit apartment building.

Mayor Pro Tem Robertson requested further information regarding the findings from the traffic study. Mr. Schluender reported the study showed the intersection of 99th and 101st Avenues met warrants for a traffic control change, whether this be a signal or roundabout. He clarified this was based on current traffic conditions, independent from the proposed apartment building. The study when onto further address how a signal or roundabout would impact the area.

Mayor Pro Tem Robertson requested further information regarding the environmental process that must be followed to address endangered species. Mr. Schluender explained the developer has to inventory the site and when watershed permits are requested, threatened or endangered species would be investigated.

Councilmember Saroya questioned who identifies threatened or endangered species then noted a resident had spotted a red headed woodpecker on this property. Mr. Schluender reported habitats would have to be identified on this site and depending on where the habitats are located, the habitats have to be protected and indicated the DNR should be contacted in these instances.

Councilmember Saroya indicated the Alexandra House has not been mentioned yet and would like to know if the applicant had spoken to the Alexandra House given their previous concerns regarding privacy and safety. Mr. Thelen noted he had spoken to the Alexandra House and noted they had not opposed this project. Mr. Thorvig explained he met with Executive Director Connie Moore and their board chair and shared the orientation of this building was different and how they appreciated how this building did not have any balconies proposed.

Council consensus was to support a combination of options that included accepting land in lieu of cash dedication, accepting land for city stormwater ponding, and pay park dedication in cash. Staff will work with the developer on options for formal presentation to council at a future date, which would include property appraisal as part of the plat application.

3.4. 2024-70 Well Interference Updates
 Sponsors: Nick Fleischhacker, Public Works Director

This item will be rescheduled to a future workshop.

3.5. 2024-71

Lead Service Line Inventory Update

Sponsors: Nick Fleischhacker, Public Works Director

Public Works Director Fleischhacker stated the city of Blaine started building a public water system in the 1960s. In 1985, the State of Minnesota banned lead water services to be installed in new construction. There are approximately 7,500 services that fall into the category of the pre-ban era of the city's 22,000+ total water connections. It was noted a Lead Service Line Inventory is due to the Minnesota Department of Health by August 15, 2024, and to the EPA by October 16, 2024. Inventory of both sides of the service will be required. Lead and Galvanized pipe will require replacement. While there are no lead service lines (LSL's) expected to be found, every service needs to be verified. The priority will be to inventory the 7,500 estimated connections that are pre-lead ban. Grant funding is available to both the homeowners' side and the city side. As of March 11, 2024, the City of Blaine has received 2,346 city-wide submissions. Of those, 1,805 have been verified by staff. The difference involves services that still need to be looked at, or there's an issue that needs to be resolved. City staff will keep working on this.

Mr. Fleischhacker explained the city has sent postcards to every resident, posted via social media and posted in the *City Connect* newsletter. City staff are going to go door-to-door starting on March 12 to help answer questions and fill out surveys for residents. Staff have already spent an estimated 400+ hours on the project so far. Staff are doing house visits for people having trouble with the survey or do not have the ability to fill it out. Several departments are working on this effort. The city sent requests for proposal to three engineering firms to help with this process and two declined. Of the two that declined, they stated that they did not have the resources to dedicate to this project. A contractor will be expected to input data, review records and verify services. City staff has negotiated that this be done on an hourly rate for the whole project.

Mayor Pro Tem Robertson questioned if the city would be receiving fines from the EPA if this work was not completed. Mr. Fleischhacker explained he was uncertain if a fine structure had been established by the EPA but said the city was most interested in learning about the potential for lead exposure. Communications Manager Hayle commented further on how the city was working to communicate with the public on this topic.

There was general consensus to support employing a consultant to assist with the mandated lead service line inventory and staff was directed to bring forward a contract for formal consideration at the April 1 city council meeting.

4. Other Business

None.

5. Adjournment

The workshop adjourned at 7:04PM.



City of Blaine

City Council

March 18, 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 7:10PM by Mayor Sanders followed by the Pledge of Allegiance and the Roll Call.

2. Pledge of Allegiance

3. Roll Call

PRESENT: Mayor Pro Tem Robertson, Councilmembers Fleming, Massoglia, Newland, Robertson, Saroya.

ABSENT: Mayor Sanders, Councilmember Larson

ALSO PRESENT: City Manager Michelle Wolfe; Community Development Director Erik Thorvig; City Planner Sheila Sellman; Safety Services Director/Police Chief Brian Podany; Finance Director Jason Zimmerman; Director of Engineering Dan Schluender; City Attorney Tom Loonan; City Attorney Kevin Sandstrom; Communications Manager Ben Hayle; Assistant City Engineer Stefan Higgins; Public Works Director Nick Fleischhacker; Deputy Public Works Director Jason Grode; Public Works Supervisor Kristain Gaasland and City Clerk Cathy Sorensen

4. Awards - Presentations - Organizational Business

None.

5. Communications

None.

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 Pro Tem Robertson opened the Open Forum at 7:11PM.

There being no input, Mayor Pro Tem Robertson closed the Open Forum at 7:11PM.

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.

Councilmember Saroya requested Item 8.1 be removed from the consent agenda for further discussion.

Councilmember Newland stated he would be abstaining from voting on the February 3 schedule of bills to paid.

Motion by Councilmember Newland, seconded by Councilmember Massoglia, that the following items on the Consent Agenda be approved as amended removing Item 8.1.

Motion adopted unanimously.

8.1. 2024-72 Schedule of Bills Paid *Sponsors: Jason Zimmerman, Finance Director*

Councilmember Saroya raised questions regarding current printing invoices included in schedule of bills paid and inquired about the process for selection of printing firms and possible conflict of interest. Finance Director Zimmerman described the exhaustive process for bidding projects, based on the size of print projects, but that these invoices were a result of past invoices not paid. He stated other firms are used in the city, but typically the city elects to use local firms. Communications Manager Hayle commented on the RFP process that has to be followed for larger projects. He reported the city follows its purchasing policy for when quotes are required and when direct negotiations are required.

Motion by Councilmember Massoglia, seconded by Councilmember Fleming, to approve the Schedule of Bills Paid.

Motion adopted 6-0-1 (Councilmember Newland abstained).

8.2. 2024-81 Approval of Minutes

Sponsors:

- 8.3.** 2024-73 Motion to Approve Updated Engagement Letter with Baker Tilly for Municipal Advisor Services
Sponsors: Jason Zimmerman, Finance Director
- 8.4.** RES 24-56 Resolution to Approve Purchases from the SBM Fire Capital Fund and Associated Budget Amendments
Sponsors: Jason Zimmerman, Finance Director
- 8.5.** RES 24-57 Resolution Designating Additional Financial Security Dealers for City Funds in 2024
Sponsors: Jason Zimmerman, Finance Director
- 8.6.** RES 24-193 Resolution Releasing Lot 1, Block 1, Minnesota School of Business-Blaine from Recorded Development Agreements. (Case File No. 24-0015/SLK)
Sponsors: Sheila Sellman, City Planner
- 8.7.** RES 24-54 Resolution Granting Final Plat Approval to Subdivide Approximately 1.16 Acres into Three Lots to be Known as Alexander Woods Fourth Addition at 1000 113th Avenue NE. (Case File No. 23-0090/EES)
Sponsors: Sheila Sellman, City Planner
- 8.8.** RES 24-29 Concur with the City of Spring Lake Park in Accepting a Bid from North Valley, Inc. in the amount of \$1,048,489.18 for the Sanburnol Drive/85th Avenue Improvements, Improvement Project No. 23-14.
Sponsors: Daniel Schluender, Director of Engineering
- 8.9.** 2024-74 Motion to Approve Contract Amendment with TKDA for Professional Engineering Services toward the TH 65 Access Improvements, Improvement Project No. 21-01
Sponsors: Daniel Schluender, Director of Engineering
- 8.10.** 2024-75 Authorize Temporary Removal of Parking Restrictions on 91st Avenue, between Eldorado Street and Isanti Street to accommodate Ferguson Waterworks Training Academy

Sponsors: Daniel Schluender, Director of Engineering

- 8.11.** 2024-76 Motion to Approve Amendment #1 to the Local Road Improvement Program Agreement

Sponsors: Daniel Schluender, Director of Engineering

- 8.12.** 2024-77 Authorize a Professional Services Contract with Henning Professional Services, Inc. to Provide Right-of-Way Acquisition Services for the 2024 Southwest Area Street Reconstruction Project.

Sponsors: Daniel Schluender, Director of Engineering

- 8.13.** RES 24-58 Resolution to Approve Joint Powers Agreement No. C0010610 with Anoka County and Coon Rapids for Signal Reconstruction and ADA Improvements at University Avenue (CSAH 3) and 86th Lane

Sponsors: Daniel Schluender, Director of Engineering

- 8.14.** RES 24-59 Resolution Approving a Premise Permit for Lawful Gambling Activity for Blaine Youth Football at Pizza Pub

Sponsors: Cathy Sorensen, City Clerk

- 8.15.** 2024-78 Approve Temporary Nursery Sales License for Frattalones Hardware and Garden

Sponsors: Cathy Sorensen, City Clerk

- 8.16.** RES 24-60 Resolution Approving a Premise Permits for Lawful Gambling Activity for Spring Lake Park Lions Club at On The Green

Sponsors: Cathy Sorensen, City Clerk

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

None.

10. Development Business

None.

11. Administration

- 11.1. RES 24-49** Resolution Accepting a Bid from Valley Paving, Inc. in the Amount of \$1,338,453.04 for the Ulysses Street and 117th Avenue Roundabout Project, Improvement Project No. 23-09
Sponsors: Daniel Schluender, Director of Engineering

Director of Engineering Schluender stated bids were received for Project No. 23-09. A total of 9 bids were received, ranging from \$1,338,453.01 to \$1,833,508.88. The three lowest bidders were reviewed with the council. It was noted bids have been checked and tabulated, and it has been determined that Valley Paving, Inc. of Shakopee, Minnesota is the lowest bidder. The Engineering department has worked with Valley Paving, Inc. on previous contracts. Staff recommends that the low bid be accepted, and a contract entered into with Valley Paving, Inc. City Council is also asked to approve a 10% contingency to bring the total project budget to \$1,472,298.34. The project will be funded with a combination of the City's Municipal State Aid (MSAS) fund and Public Sanitary Sewer and Water Utility Funds. There are sufficient funds in the 2024 budget to cover these costs.

Moved by Councilmember Massoglia, seconded by Councilmember Fleming, to adopt a Resolution Accepting a Bid from Valley Paving, Inc. in the Amount of \$1,338,453.04 for the Ulysses Street and 117th Avenue Roundabout Project, Improvement Project No. 23-09.

Motion adopted unanimously.

- 11.2. 2024-79** Motion to Authorize the Mayor and City Manager to Enter into a Contract with Bolton & Menk for Construction Services for Ulysses Street and 117th Avenue Roundabout, Improvement Project No. 23-09
Sponsors: Daniel Schluender, Director of Engineering

Mr. Schluender stated in 2019, the Traffic Commission ordered that the Ulysses Street and 117th Avenue intersection be evaluated for safety in its current condition and future needs. The city then hired Bolton & Menk to conduct evaluation and recommendations for the intersection. In 2020 the council directed staff to incorporate the proposed improvements recommended by the Traffic Commission to modify the intersection with the addition of a roundabout from the study into the 5-year Capital Improvement Plan. It was identified as a 2023 construction project. In 2022, Council approved the contract with Bolton & Menk to provide survey and design for the project and later amended that contract to include right of way acquisition. At this time design has been completed and the project is being awarded to the Low Responsible bidder at the March 4, 2024 meeting.

Mr. Schluender reported construction is anticipated to start in May 2024. The Engineering Department recently requested and received a proposal from Bolton & Menk to provide Construction Services in the amount of \$180,722.00, for the next phase of the project. This includes construction staking, construction observation, construction administration and record plans. Bolton & Menk is currently in the city's approved engineering 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

\$198,794.00. This project will be funded through proposed Municipal State Aid System (MSAS) and Public Utility funds.

Motion by Councilmember Massoglia, second by Councilmember Newland, to authorize the Mayor and City Manager to Enter into a Contract with Bolton & Menk for Construction Services for Ulysses Street and 117th Avenue Roundabout, Improvement Project No. 23-09.

Motion adopted unanimously.

- 11.3.** RES 24-61 Resolution to Support MACTA Efforts to Modernize Public, Education, and Government (PEG) Programming/Public Access Funding
Sponsors: Michelle Wolfe, City Manager

City Manager Wolfe stated community television programming has primarily been funded through cable franchise fees, which have been declining. Consumers have additional options for programming (such as streaming) which are not subject to fees. The Minnesota Association of Community Telecommunications Administrators (MACTA) is initiating a campaign to create legislative changes at the state and federal level that will respond to consumer changes, and hopefully lead to a diversified funding stream for locally produced telecommunications programming. The council reviewed the 2024 State Legislative Priorities that included 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. Ms. Wolfe stated bills have been introduced which modernize PEG funding by enabling city franchising of broadband internet providers and through a 5% fee on gross revenue for digital media streamers.

Moved by Councilmember Massoglia, seconded by Councilmember Newland, to adopt a Resolution to Support MACTA Efforts to Modernize Public, Education, and Government (PEG) Programming/Public Access Funding.

Councilmember Massoglia thanked staff for their efforts on this item. He commented further on how applying PEG fees to broadband would positively impact community television.

Motion adopted unanimously.

- 11.4.** 2024-80 Approve an Agreement with Jacobson, Magnuson, Anderson & Holloran for Government Relations for April 2024-April 2025.
Sponsors: Michelle Wolfe, City Manager

Ms. Wolfe stated the current federal government relations contract with Jacobson, Magnuson, Anderson & Holloran will expire at the end of March. City Council is being asked to approve the April 2023 - April 2024 contract at the rate of \$4,500 per month for a total of \$54,000.

Moved by Councilmember Newland, seconded by Councilmember Massoglia, to approve an agreement with Jacobson, Magnuson, Anderson & Holloran for Government Relations for April 2024 through April 2025.

Councilmember Massoglia stated he greatly appreciated the efforts of this lobbying firm on behalf of the city of Blaine.

Motion adopted unanimously.

12. Other Business

None.

13. Adjournment

Moved by Councilmember Massoglia, seconded by Councilmember Newland, to adjourn the meeting at 7:27PM.

Motion adopted unanimously.



City of Blaine Staff Report

File Number: 2024-87

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

Approval of Consent Agenda: -

Agenda Item # 8.3

Approve a Therapeutic Massage Enterprise License for Sweetman - Blaine LLC dba Massage Envy

Executive Summary

Council is asked to approve a massage enterprise license for Sweetman - Blaine LLC dba Massage Envy. This license will allow the applicant to provide massage therapy services at their business location.

Background

Scot Ziessman has submitted an application for a therapeutic massage enterprise license. He owns several Massage Envy locations in Minnesota and will be purchasing the Massage Envy located at 10450 Baltimore Street NE, Suite 140. 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. Ziessman. Issuance of the license is contingent upon successful background investigation and certificate of occupancy.

City ordinance caps the total number of massage enterprise licenses at 10, which if approved will remain at 10 enterprises. This license, if approved, would be valid for the remainder of 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 massage therapist 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 annually 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 Sweetman - Blaine LLC dba Massage Envy

Attachment List

None



City of Blaine

Staff Report

File Number: 2024-88

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

Approval of Consent Agenda: - Nick Fleischhacker, Public Works Director

Agenda Item # 8.4

Motion to approve contract with Pro-Tec Design for intrusion system upgrades at Water Treatment Plants 1 - 4

Executive Summary

Water Division staff is requesting approval to upgrade the intrusion systems at the Water Plants. Intrusion systems are more commonly known as burglar alarm systems. Current systems at Water Plants 1 - 3 are original to the buildings that were constructed in 2006 and 2007. Water Plant 4 was not built with one. The best practice for critical infrastructure is to have several layers of security at each site.

Background

Water Division staff is requesting approval to upgrade the intrusion systems at the Water Plants. Intrusion systems are more commonly known as burglar alarm systems. Current systems at Water Plants 1 - 3 are original to the buildings that were constructed in 2006 and 2007. Water Plant 4 was not built with one. The best practice for critical infrastructure is to have several layers of security at each site. While this project as quoted is at the level of the City Manager's purview, for transparency, staff is bringing it forward for approval. The staff is trying to re-use existing parts where possible. Due to the corrosive nature of the sites and the uncertainty if wiring will need to be replaced, the staff is asking for a larger contingency amount. This project was budgeted in the Water Capital Improvement Budget for \$100,000.00

Plants 1 - 3	\$ 21,469.96
Plant 4	\$ 27,858.24
20 Percent Contingency	\$ 9,864.00
Total	\$ 59,192.20

Strategic Plan Relationship

This project aligns with the City's strategic plan goal of infrastructure management by adding layers to the security of critical infrastructure.

Board/Commission Review

N/A

Financial Impact

The budget for this project in the Water Division Capital Improvement was \$100,000.00. The total quoted project costs are \$49,328.20, with a 20 percent contingency of \$9,864.00. The total would be \$59,192.20.

Public Outreach/Input

N/A

Staff Recommendation

Staff recommends by motion the approval of the contract with Pro-Tec Design for improvements to Water Plant Intrusion Systems.

Attachment List

1. Res 23-207 Exhibit A - 2024-2028 Capital Improvement Program (Intrusion Alarms)
2. WTP #1-3 INTRUSION ALARM UPGRADE PTDQ34460(1)
3. WTP #4 INTRUSION ALARM PTDQ34461

2024-2028 Capital Improvement Program

Category and Fund	2024 Budget	2025	2026	2027	2028	Total Plan
Equipment	4,788,701	735,022	600,000	150,000	150,000	6,423,723
410 - Capital Equipment & Projects	2,982,201	585,022	-	-	-	3,567,223
2023 CSO Vehicle 5275	43,000	-	-	-	-	43,000
2023 Enterprise Asset Management System (EAMS) Upgrade	32,000	-	-	-	-	32,000
Admin Services Replacement Vehicle - GMC Acadia AWD	32,200	-	-	-	-	32,200
Articulating boom flail mower for trackless sidewalk machine	42,000	-	-	-	-	42,000
Backpack EMS Bags	5,500	-	-	-	-	5,500
Backup Server Upgrade	15,000	-	-	-	-	15,000
Beach Groomer/ Infield Drag	61,000	-	-	-	-	61,000
Big Tow 18' hydraulic dump trailer	40,000	-	-	-	-	40,000
Camera Trailer	-	82,572	-	-	-	82,572
Command Staff and Detectives Tech Upgrade	35,000	-	-	-	-	35,000
Computers and Related Equipment	174,750	-	-	-	-	174,750
Detective Vehicle - Ford Edge or Similar	43,500	-	-	-	-	43,500
Detective Vehicle - GMC Acadia AWD or Similar	36,500	-	-	-	-	36,500
Diamond flail mower	-	75,000	-	-	-	75,000
Electric zero turn mower	50,000	-	-	-	-	50,000
Fire Inspection Vehicles (2) - Ford Interceptor Utility	130,000	-	-	-	-	130,000
Garbage truck/ compactor	-	150,000	-	-	-	150,000
Land Pride Bat Wing Pull Behind Mower 16' Deck	28,000	-	-	-	-	28,000
Larue Snowblower	235,000	-	-	-	-	235,000
Mack Single Axle Plow Truck	330,000	-	-	-	-	330,000
Mack tandem axle plow truck	350,000	-	-	-	-	350,000
Memory Upgrade for VMware Hosts	24,100	-	-	-	-	24,100
Mowing route trailer for parks (1 of 2)	10,000	-	-	-	-	10,000
Mowing route trailer for parks (2 of 2)	10,000	-	-	-	-	10,000
MT Trackless Sidewalk Machine	218,000	-	-	-	-	218,000
Network Switch Upgrade	82,000	82,000	-	-	-	164,000
Outdoor Warning Siren Upgrade	-	161,000	-	-	-	161,000
Parts washer for shop	10,000	-	-	-	-	10,000
Patrol Vehicle - Qty 1 Ford F150 Responder Replacement	57,500	-	-	-	-	57,500
Patrol Vehicles - Qty: 5 Chevy Tahoes	281,500	-	-	-	-	281,500
Police E-Bikes	6,651	-	-	-	-	6,651
Prewet brine bars	22,000	-	-	-	-	22,000
Public Safety Copier	10,000	-	-	-	-	10,000
R134A air conditioning machine	8,000	-	-	-	-	8,000
Refurbish single axle plow truck #1272	40,000	-	-	-	-	40,000
Run Fiber Optic Cable to Lexington Athletic Complex	68,000	-	-	-	-	68,000
Space Save Evidence Lockers	-	34,450	-	-	-	34,450
Stump Grinder	20,000	-	-	-	-	20,000
Toolcat 5600 with Blower and Grapple	75,000	-	-	-	-	75,000
Top Dresser	75,000	-	-	-	-	75,000
Toro 5910 16 foot Mower	175,000	-	-	-	-	175,000

2024-2028 Capital Improvement Program

Category and Fund	2024 Budget	2025	2026	2027	2028	Total Plan
Tow behind 375CFM air compressor	60,000	-	-	-	-	60,000
Towmaster T-14DT 16' T-Series Large Drop Deck Trailer	18,000	-	-	-	-	18,000
Zero turn mower	28,000	-	-	-	-	28,000
611 - Water Utility Capital Fund	797,000	-	-	-	-	797,000
Bobcat trade-in program	35,000	-	-	-	-	35,000
Dump truck	300,000	-	-	-	-	300,000
F 350	130,000	-	-	-	-	130,000
f-350	130,000	-	-	-	-	130,000
F-350 replacement	130,000	-	-	-	-	130,000
Fire hose covers	17,000	-	-	-	-	17,000
Jumping Jack	10,000	-	-	-	-	10,000
Skid Steer trailer	25,000	-	-	-	-	25,000
Trench Box	20,000	-	-	-	-	20,000
612 - Sewer Utility Capital Fund	287,000	-	-	-	-	287,000
Sewer - F350	125,000	-	-	-	-	125,000
Sewer - Portable Generator	100,000	-	-	-	-	100,000
Sewer - Utility Line Tracer/Locator	17,000	-	-	-	-	17,000
Sewer - Zero Turn Mower	45,000	-	-	-	-	45,000
613 - Storm Utility Capital Fund	722,500	150,000	600,000	150,000	150,000	1,772,500
F350 w/plow	125,000	-	-	-	-	125,000
F550	125,000	-	-	-	-	125,000
Future Year Equipment Outlay	150,000	150,000	150,000	150,000	150,000	750,000
Grapple bucket	12,000	-	-	-	-	12,000
Heavy Duty Brushhog - Skid Steer Attachment	19,500	-	-	-	-	19,500
Heavy Duty Tree Shear - Skid Steer Attachment	20,000	-	-	-	-	20,000
Hook Truck - Tandem Axle	225,000	-	-	-	-	225,000
Prairie Grass Seeder/Grain Drill - Skid Steer Attachment	13,000	-	-	-	-	13,000
Roll-off Leaf Box	15,000	-	-	-	-	15,000
Skid trailer	18,000	-	-	-	-	18,000
Tymco Street Sweeper	-	-	450,000	-	-	450,000
Facilities	275,875	331,320	330,326	38,200	107,200	1,082,921
711 - Facilities Maintenance	275,875	331,320	330,326	38,200	107,200	1,082,921
3rd floor window tinting	-	30,000	-	-	-	30,000
ADA bathroom doors	-	-	25,000	-	-	25,000
Boiler replacement - Public Works	55,670	-	-	-	-	55,670
Building automation for HVAC at MAYC	-	-	22,300	-	-	22,300
City Hall interior LED lighting	-	32,385	-	-	-	32,385
City Hall Proposed 7 year pavement management plan	3,200	15,700	3,200	15,700	61,700	99,500
Fence around AC units MAYC	-	15,000	-	-	-	15,000
Furniture Cloverleaf room	-	-	75,000	-	-	75,000
High Speed Overhead Garage Doors	107,600	107,600	53,800	-	-	269,000
Make up air PD evedence	-	100,000	-	-	-	100,000
Painting City hall common area and stairwells	-	-	45,000	-	-	45,000

2024-2028 Capital Improvement Program

Category and Fund	2024 Budget	2025	2026	2027	2028	Total Plan
PD Cold Storage Proposed 7 year pavement management plan	26,850	1,500	1,500	9,000	1,500	40,350
Public Works 7 year pavement management plan	61,700	3,500	14,000	3,500	14,000	96,700
Public Works building roof repair and maintenance program	10,000	10,000	10,000	10,000	30,000	70,000
Replacement of condensation pumps for boilers - Public Works	5,800	-	-	-	-	5,800
Roof top AC unit for Fire Garage/Armory	-	10,580	-	-	-	10,580
Security for 3rd Floor elevator	-	-	40,000	-	-	40,000
Unit heater replacement - Public Works	5,055	5,055	2,526	-	-	12,636
white noise	-	-	38,000	-	-	38,000
Parks	3,540,000	1,970,200	1,525,000	3,235,000	1,875,000	12,145,200
402 - Parks & Trails	690,000	650,000	650,000	710,000	650,000	3,350,000
Austin Park Playground	-	100,000	-	-	-	100,000
Colony Preserve Park Playground	60,000	-	-	-	-	60,000
Deacon's Park Playground (Possible Joint Project with 3M Championship)	-	115,000	-	-	-	115,000
Eastside Park Playground	-	-	-	100,000	-	100,000
Fillmore Playground	-	-	-	-	70,000	70,000
Happy Acres Park Shelter	-	-	-	50,000	-	50,000
Ivy Hills Park Playground	-	115,000	-	-	-	115,000
Jefferson Park Playground	-	-	115,000	-	-	115,000
Kane Meadows Park Shelter	-	-	-	35,000	-	35,000
Lakeside Commons Park Playground	-	-	-	-	150,000	150,000
Lakeside Park Playground	95,000	-	-	-	-	95,000
Little League Playground	-	-	60,000	-	-	60,000
London Park Shelter	50,000	-	-	-	-	50,000
Olympia Park Playground	-	-	75,000	-	-	75,000
Ostmans Park Playground	-	-	-	-	110,000	110,000
Pioneer Park Shelter	50,000	-	-	-	-	50,000
Sanctuary North Park Playground	-	-	-	125,000	-	125,000
Sanctuary South Park Playground	-	-	100,000	-	-	100,000
South Lake Playground	-	-	-	-	70,000	70,000
Suzanne Park Playground	50,000	-	-	-	-	50,000
Trail Improvements - Parks and Trails	265,000	320,000	300,000	225,000	250,000	1,360,000
Trees Edge Park Playground	-	-	-	100,000	-	100,000
Various parks - Fencing and Backstops	-	-	-	75,000	-	75,000
West Lake Park Playground	120,000	-	-	-	-	120,000
404 - Parks Development Fund	950,000	520,200	75,000	675,000	375,000	2,595,200
Blaine Baseball Complex Site Improvements	150,000	350,000	-	-	-	500,000
Jim Peterson Field and Hockey Lighting	475,000	-	-	-	-	475,000
Jim Peterson Hockey Rink	150,000	-	-	-	-	150,000
Jim Peterson Parking Lot expansion	-	170,200	-	-	-	170,200
Jim Peterson Wheel Park	-	-	-	50,000	375,000	425,000
New Park West of Lexington/North of Main	-	-	75,000	625,000	-	700,000
Sunrise Ponds Park	175,000	-	-	-	-	175,000

2024-2028 Capital Improvement Program

Category and Fund	2024 Budget	2025	2026	2027	2028	Total Plan
405 - Open Space Development	1,300,000	800,000	800,000	1,850,000	850,000	5,600,000
Blaine Wetland Sanctuary Structure and Restroom (NRCB proposes moving up to 2025)	-	-	-	750,000	-	750,000
Blaine Wetland Sanctuary Trail Development	1,000,000	500,000	500,000	750,000	500,000	3,250,000
Ongoing Maintenance of Blaine Wetland Sanctuary	50,000	50,000	50,000	50,000	50,000	250,000
Trails Development - Open Space	150,000	150,000	150,000	200,000	200,000	850,000
Wetland Management - Site 7	100,000	100,000	100,000	100,000	100,000	500,000
413 - Blaine Band Shell Project	600,000	-	-	-	-	600,000
Aquatone Bandshell	600,000	-	-	-	-	600,000
Utilities	11,210,000	25,185,700	13,849,000	11,502,700	44,963,100	106,710,500
611 - Water Utility Capital Fund	6,070,000	7,620,000	5,955,000	4,225,000	32,300,000	56,170,000
Install new well #22	-	-	-	-	400,000	400,000
Lexington water separation and metering	-	1,000,000	-	-	-	1,000,000
New chemical pumps at plants	25,000	25,000	-	-	-	50,000
New gravity treatment plant	-	-	-	-	30,000,000	30,000,000
Place holder for fiber connections to water assets	50,000	-	-	-	-	50,000
Place holder for Main upsizing/New mains	150,000	-	-	-	-	150,000
Place holder for Roof drain change for Plant 4	100,000	-	-	-	-	100,000
Place holder for SCADA Upgrade	-	-	400,000	-	-	400,000
Plant 1 Process Equipment Upgrade	1,250,000	-	-	-	-	1,250,000
Plant 1-4 Intrusion upgrades	100,000	-	-	-	-	100,000
Plant 2 media replacement	-	-	1,000,000	-	-	1,000,000
Plant 3 media replacement	-	500,000	-	-	-	500,000
Reclaim pumps at treatment plants	10,000	20,000	-	-	-	30,000
Reservoir Vent Replacement	25,000	-	-	-	-	25,000
Tower 4 gate valve replacement	-	75,000	-	-	-	75,000
Water Altitude Valves	60,000	-	-	-	-	60,000
Water main replacement	1,000,000	1,100,000	1,100,000	1,200,000	1,200,000	5,600,000
Water Model Update	100,000	-	-	-	-	100,000
Water tower 1 cleaning	60,000	-	-	-	-	60,000
Water tower 2 replacement/rehab	150,000	2,300,000	-	-	-	2,450,000
Water tower 3 cleaning	50,000	-	-	-	-	50,000
Water tower 4 rehab	-	100,000	1,760,000	-	-	1,860,000
Water treatment plant 1 improvements	560,000	-	-	-	-	560,000
Water treatment plant 2 expansion	-	-	-	1,400,000	-	1,400,000
Water treatment plant 3 improvements	-	500,000	-	-	-	500,000
Water Treatment Plant 3 Roof Replacement	180,000	-	-	-	-	180,000
Well 18,19 VFD's	-	-	-	50,000	-	50,000
Well control covers at 17,18,19,20,21	500,000	550,000	600,000	650,000	700,000	3,000,000
Well Interference	500,000	-	-	-	-	500,000
Wellhouse 10 replacement	-	150,000	975,000	-	-	1,125,000
Wellhouse 5 replacement	1,000,000	-	-	-	-	1,000,000
Wellhouse 7 replacement	-	-	120,000	925,000	-	1,045,000
Wellhouse 8 replacement	200,000	1,300,000	-	-	-	1,500,000

2024-2028 Capital Improvement Program

Category and Fund	2024 Budget	2025	2026	2027	2028	Total Plan
612 - Sewer Utility Capital Fund	4,225,000	16,015,700	6,344,000	5,727,700	11,003,100	43,315,500
Lift Station # 28 Pump Replacement	75,000	-	-	-	-	75,000
Lift Station # 29 Rehab	-	-	-	-	480,000	480,000
Lift Station # 7 Rehab	-	-	-	-	480,000	480,000
Lift Station # 8 Forcemain Rehab	-	-	550,000	-	-	550,000
Lift Station #12 Rehab	125,000	-	1,800,000	-	-	1,925,000
Lift Station #16 Rehab	100,000	1,000,000	-	-	-	1,100,000
Lift Station #2 Forcemain lining	-	-	-	-	720,000	720,000
Lift Station #2 Rehab	-	-	-	-	200,000	200,000
Lift Station #2 Wet Well Rehab	-	-	-	-	250,000	250,000
Lift Station #21 Generator replacement	-	-	-	-	150,000	150,000
Lift Station #21- Pumps and Electronics	-	-	-	-	150,000	150,000
Lift Station #24 (wet well rehabilitation, pumps, controls building)	190,000	-	-	-	-	190,000
Lift Station #25 Gravity Line - Lining	-	-	-	1,320,000	-	1,320,000
Lift Station #25 Gravity Line - Manhole Lining	-	-	-	180,000	-	180,000
Lift Station #25 Rehab	1,400,000	-	-	-	-	1,400,000
Lift Station #3	-	100,000	-	1,000,000	-	1,100,000
Lift Station #4 Rehab	1,120,000	8,500,000	-	-	-	9,620,000
Lift Station #6 Forcemain lining	-	-	-	-	840,000	840,000
Lift Station #9 (wet well rehabilitation, pumps, controls building)	-	-	-	-	480,000	480,000
Lining of Sewer Trunk Line 300 - 35W Service Drive	-	1,053,000	-	-	-	1,053,000
Lining of Sewer Trunk Line 305 - (LS#3 to territorial)	-	-	-	-	1,139,400	1,139,400
Lining of Sewer Trunk Line 307 - Oak Park Blvd	-	-	-	-	1,917,000	1,917,000
Lining Project for Lift Station Force main discharge manholes	40,000	40,000	40,000	40,000	40,000	200,000
Lining Sewer Trunk Line 301 - Radisson woods thru Sancturay Dr	-	-	879,000	-	-	879,000
Lining Sewer Trunk Line 302 - Lever St, Fire Station#4	-	-	-	-	617,400	617,400
Lining Sewer Trunk Line 303 - Southside of Hwy 10	-	-	-	1,587,700	-	1,587,700
Lining Sewer Trunk Line 304 - Harley-Polk-Reservoir	-	3,002,700	-	-	-	3,002,700
Lining Sewer Trunk Line 306 - Territorial Park thur Pleasure Creek	-	-	-	-	1,854,300	1,854,300
LS #22 Forcemain lining	-	-	-	360,000	-	360,000
LS #25 Forcemain Rehab	-	50,000	1,500,000	-	-	1,550,000
LS #9 New Pumps	-	70,000	-	-	-	70,000
SCADA Upgrades	-	350,000	-	-	-	350,000
Sewer - HWY 65 - relocation of assets, trunk lines, lift stations etc	400,000	400,000	400,000	400,000	400,000	2,000,000
Sewer Costs associated with PMP projects	225,000	225,000	225,000	225,000	225,000	1,125,000
Sewer Line Reconstruction (Arnold Palmer Dr under Radisson Rd)	-	-	-	50,000	250,000	300,000
Sewer Manhole Rehab (89th Ave and 87th Ln) in PMP area 2024	100,000	-	-	-	-	100,000
Sewer Manhole Rehab (East of Quincy on 109th)	-	-	-	60,000	-	60,000
Sewer manhole structure rehabilitation (111th ave and 4st)	-	-	-	85,000	-	85,000
Sewer manhole structure rehabilitation (97th Ct)	-	-	60,000	-	-	60,000
Sewer manhole structure rehabilitation (Jefferson and 109th)	-	25,000	100,000	-	-	125,000
Sewer Trunk Line 300 Manhole Lining	-	140,000	-	-	-	140,000
Sewer Trunk Line 301 Manhole lining	-	-	240,000	-	-	240,000

2024-2028 Capital Improvement Program

Category and Fund	2024 Budget	2025	2026	2027	2028	Total Plan
Sewer Trunk Line 302 - Manhole Lining - Lever St, Fire Station#4	-	-	-	-	90,000	90,000
Sewer Trunk Line 303 - Manhole Lining	-	-	-	220,000	-	220,000
Sewer Trunk Line 304 - Manhole lining	-	510,000	-	-	-	510,000
Sewer Trunk Line 305 - Manhole Lining (LS#3 to territorial)	-	-	-	-	110,000	110,000
Sewer Trunk Line 306 - Manhole Lining	-	-	-	-	120,000	120,000
Sewer Trunk Line 307 - Manhole lining	-	-	-	-	290,000	290,000
Sewer Trunk Line Cleaning (bucketing - a cleaning process for sewer trunk lines)	200,000	200,000	200,000	200,000	200,000	1,000,000
Sewer Trunk Oversizing Zest Treatment Plant 4 to 128th	250,000	350,000	350,000	-	-	950,000
613 - Storm Utility Capital Fund	915,000	1,550,000	1,550,000	1,550,000	1,660,000	7,225,000
Chloride Reduction - Heated Pavement Drain at new Senior Center	-	150,000	-	-	-	150,000
CIPP Lining - 9104-9148 Alamo	-	100,000	-	-	-	100,000
CIPP Lining - 132nd & Jackson	-	-	-	-	250,000	250,000
CIPP Lining - 89th - Polk to Lincoln	-	100,000	-	-	-	100,000
CIPP Lining - Easement b/t Tyler & Van Buren N of 91st	-	100,000	-	-	-	100,000
CIPP Lining Annual - Storm Sewer Lining Contract	100,000	100,000	100,000	100,000	100,000	500,000
Culvert Replacement - Ditch 41 at Public Works	-	100,000	-	-	-	100,000
Culvert Replacement - Happy Acres 7th Street	-	-	-	400,000	-	400,000
Ditch Improvement - Lexington Avenue between Ball and North Road	-	-	-	-	60,000	60,000
Drainage Improvement - Frazier/Erskin near Ball Road/Lexington	-	-	750,000	-	-	750,000
Infiltration Basin - Palmer Park (Tied to 5 YR PMP)	-	-	-	-	150,000	150,000
Infiltration Basin - Swan Park (Tied to 5 YR PMP)	-	200,000	-	-	-	200,000
Infiltration Improvement - Biofiltration Rehabilitation	-	-	-	-	200,000	200,000
Irrigation Re-use - Conversion of existing park irrigation	-	-	-	-	350,000	350,000
Lake Improvement - Laddie Lake Improvement Project	-	-	-	300,000	-	300,000
Lift Station Improvement - Pleasure Creek Sand Filter	-	-	-	-	100,000	100,000
Outfall Replacement - 10710 Taylor	100,000	-	-	-	-	100,000
Outfall Replacement - 11712 4th St	-	100,000	-	-	-	100,000
Outfall Replacement - 12107 Jefferson St.	-	100,000	-	-	-	100,000
Outfall Replacement - Madison & 126th	75,000	-	-	-	-	75,000
Pipe Regrouting - Arch Pipe - 121st Ave and Vermillion St	-	-	-	250,000	-	250,000
Pipe Regrouting - Legacy Creek Pkwy - N of Main St	-	-	-	250,000	-	250,000
Pond Improvement - 124th and Aberdeen (Tied to 5 YR PMP)	-	250,000	-	-	-	250,000
Pond Improvement - Pleasure Creek Flood and Pond Study	40,000	-	450,000	-	-	490,000
Site Improvements - Larson Site	-	-	-	-	150,000	150,000
Structure Improvement- Salvation Army (Tied to 89th Avenue reconstruction)	400,000	-	-	-	-	400,000
Structure Improvements - High Volume Roadway Manholes Lining	200,000	250,000	250,000	250,000	300,000	1,250,000
Transportation	18,202,900	15,107,300	11,963,400	14,947,550	8,789,550	69,010,700
406 - MSA Street Improvements	3,422,500	3,835,000	600,000	3,490,000	550,000	11,897,500
CR 49 (North Road) Reconstruction from CSAH 17 (Lexington Ave) to Lakeview Dr	-	275,000	-	-	-	275,000
CSAH 12 (109th Ave) from Radisson Rd to Lexington Ave	-	-	-	990,000	-	990,000
CSAH 14 (125th Ave) at Zest St Traffic Signal	-	385,000	-	-	-	385,000
CSAH 17 (Lexington Ave) at 122nd Ave New Traffic Signal	247,500	-	-	-	-	247,500
CSAH 23 (Lexington Ave) from I-35W to CSAH 14 (109th Ave) Rehabilitation	-	-	-	-	550,000	550,000

2024-2028 Capital Improvement Program

Category and Fund	2024 Budget	2025	2026	2027	2028	Total Plan
CSAH 3 (University Ave) at 86th Lane Signal Replacement	192,500	-	-	-	-	192,500
Lakes Parkway from Lexington Avenue to Lakes Parkway	-	-	100,000	2,500,000	-	2,600,000
MNDOT TH 65 Mill and Overlay	440,000	-	-	-	-	440,000
MNDOT TH47 Drainage and Pedestrian Improvements	-	110,000	-	-	-	110,000
MNDOT TH65 Drainage and Pedestrian Improvements	-	165,000	-	-	-	165,000
Polk Street/99th Avenue Signal	30,000	750,000	-	-	-	780,000
Radisson Road and Tournament Players Parkway Intersection Improvements -ACHD	247,500	-	-	-	-	247,500
Sunset Avenue/125th Avenue Roundabout - ACHD	350,000	-	-	-	-	350,000
TH 65 and 99th Avenue Intersection Reconstruction	500,000	500,000	500,000	-	-	1,500,000
TH 65 Mill and Overlay - MNDOT	440,000	-	-	-	-	440,000
Ulysses Street/121st Avenue Signal	750,000	-	-	-	-	750,000
Zest Street from Lakes Parkway to 125th Avenue Improvements	225,000	1,650,000	-	-	-	1,875,000
503 - Pavement Management Plan	14,530,400	11,022,300	11,113,400	11,078,550	7,057,050	54,801,700
2024 85th Avenue Reconstruct from Univ Ave Service Dr to Elm Dr	640,000	-	-	-	-	640,000
2024 NW Area Street Reconstructions (Area 3)	2,705,100	-	-	-	-	2,705,100
2024 Pleasure Creek Area Street Reconstructions (Area 2)	3,949,700	-	-	-	-	3,949,700
2024 SW Area Street Reconstructions (Area 1)	5,760,000	-	-	-	-	5,760,000
2025 Area 1 Street Reconstruction	391,000	2,527,000	-	-	-	2,918,000
2025 Area 2 Street Reconstruction	685,100	4,433,000	-	-	-	5,118,100
2025 Area 3 Street Reconstruction	399,500	2,585,000	-	-	-	2,984,500
2026 Area 1 Street Reconstruction	-	487,900	3,157,000	-	-	3,644,900
2026 Area 2 Street Reconstruction	-	554,200	3,586,000	-	-	4,140,200
2026 Area 3 Street Reconstruction	-	435,200	2,816,000	-	-	3,251,200
2027 Area 1 Street Reconstruction	-	-	333,200	2,156,000	-	2,489,200
2027 Area 2 Street Reconstruction	-	-	612,000	3,960,000	-	4,572,000
2027 Area 3 Street Reconstruction	-	-	414,800	2,684,000	-	3,098,800
2027 Area 4 Street Reconstructions	-	-	194,400	1,188,000	-	1,382,400
2028 Area 1 Street Reconstructions	-	-	-	595,000	3,850,000	4,445,000
2028 Area 2 Street Reconstructions	-	-	-	236,300	1,529,550	1,765,850
2028 Area 3 Street Reconstructions	-	-	-	259,250	1,677,500	1,936,750
530 - Pvmnt Maint - Bituminous Overlay	-	-	-	129,000	1,182,500	1,311,500
2028 Lakes Parkway Mill and Overlay	-	-	-	129,000	1,182,500	1,311,500
531 - Pvmnt Maint - Seal Coating	250,000	250,000	250,000	250,000	-	1,000,000
2024 Crack Seal Program	250,000	-	-	-	-	250,000
2025 Crack Seal Program	-	250,000	-	-	-	250,000
2026 Crack Seal Program	-	-	250,000	-	-	250,000
2027 Crack Seal Program	-	-	-	250,000	-	250,000
Grand Total	38,017,476	43,329,542	28,267,726	29,873,450	55,884,850	195,373,044



WTP #1-3 INTRUSION ALARM UPGRADE

TRUSTED SECURITY SOLUTIONS

100% Employee Owned

PREPARED FOR**City of Blaine**

Kristian Gaasland

10801 Town Square Dr
Blaine, MN 55449
United States

Phone:

Email: kgaasland@blainemn.gov

PREPARED BY**Pro-Tec Design, Inc.**

Tyler Wachter
Account Manager
5929 Baker Road
Suite 400
Minnetonka, MN 55345
United States

Phone:

Email: twachter@pro-tecdesign.com

PO NUMBER	PAYMENT TERMS
PTDQ34460	Net 30 days

VALUE PROPOSITION

Pro-Tec Design is pleased to submit this proposal for the upgrade of the intrusion alarm panels at the City of Blaine Water Treatment Plants 1,2, and 3 per the included Bill of Materials and Statement of Work.

This proposal shall follow state contract S-813(5) guidelines where applicable.

State Contract Release #: S-813(5)

Pro-Tec Design Contract #184435

STATEMENT OF WORK

Pro-Tec Design will provide labor and material for the installation of the following:

Water Treatment Plant #1

- (1) Bosch B8512G Intrusion Package with IP Communicator
- (2) Back Up Batteries
- (1) Bosch Keypads
- (1) Bosch 8 Zone Expander
- (1) Bosch Auxillary Power Supply
- (1) Bosch Siren
- (1) Strobe Light to remind to disarm
- (1) HID Signo Card Reader for system disarm
- (1) Cellular Back-Up Kit
- (1) Year Monitoring with USA Security
- (1) Year Cellular Back Up Monitoring
- (1) Year Bosch Cloud services for mobile app.
- (*) Program system to USA Monitoring
- (*) Program system to disarm on valid card read on any exterior entrance door.

Water Treatment Plant #2

- (1) Bosch B8512G Intrusion Package with IP Communicator

- (2) Back Up Batteries
- (1) Bosch Keypads
- (1) Bosch 8 Zone Expander
- (1) Bosch Auxillary Power Supply
- (1) Bosch Siren
- (1) Strobe Light to remind to disarm
- (1) HID Signo Card Reader for system disarm
- (1) Cellular Back-Up Kit
- (1) Year Monitoring with USA Security
- (1) Year Cellular Back Up Monitoring
- (1) Year Bosch Cloud services for mobile app.
- (*) Program system to USA Monitoring
- (*) Program system to disarm on valid card read on any exterior entrance door.

Water Treatment Plant #3

- (1) Bosch B8512G Intrusion Package with IP Communicator
- (2) Back Up Batteries
- (1) Bosch Keypads
- (1) Bosch 8 Zone Expander
- (1) Bosch Auxillary Power Supply
- (1) Bosch Siren
- (1) Strobe Light to remind to disarm
- (1) HID Signo Card Reader for system disarm
- (1) Cellular Back-Up Kit
- (1) Year Monitoring with USA Security
- (1) Year Cellular Back Up Monitoring
- (1) Year Bosch Cloud services for mobile app.
- (*) Program system to USA Monitoring
- (*) Program system to disarm on valid card read on any exterior entrance door.

Exclusions and Assumptions:

Pricing includes 1 Year of Basic monitoring for each facility.

Pro-Tec Design to re-use existing wiring.

Existing cabling is viable and can be re-used.

Existing alarm detection devices and door contacts are viable and can be re-used.

Wall space is available or will be provided near existing fire/burg combo panels.

IP Addresses and all network infrastructure to be provided by the City of Blaine

The City of Blaine will coordinate alarm response information and call lists with Pro-Tec Design.

Space for new reader boards is available in existing Pro-Watch Enclosures

Any Fire Alarm points will remain on the existing Fire Alarm system

The City of Blaine will maintain existing monitoring of any Fire Alarm points.

Materials and Labor

Line	Qty	Description	Unit Price	Extended Price
1		PRODUCTS & MATERIALS		
2	1	BOSCH CONTROL PANEL KIT, INCLUDES PANEL, WHITE ENCLOSURE, TRANSFORMER, 99 POINTS, 8 AREAS, IP COMMUNICATOR	\$489.60	\$489.60
3	2	BATTERY, 12V 7 AH	\$26.78	\$53.56
4	1	BOSCH COLOR GRAPHIC TOUCH SCREEN KEYPAD, BLACK	\$297.36	\$297.36
5	1	EIGHT (8) INPUT MODULE	\$101.52	\$101.52
6	1	BOSCH SDI2 2AMP 12VDC POWER SUPPLY	\$275.04	\$275.04
7	1	TRANSFORMER, 50VA, 18 VAC	\$15.98	\$15.98
8	1	LOCK & KEY SET, STD.	\$3.58	\$3.58
9	1	SIREN, 15-WATT, 105DB, 12VDC	\$10.04	\$10.04
10	1	BLUE 6-24 VDC STROBE LIGHT	\$37.86	\$37.86
11	1	CARD READER,SIGNO,WALL MOUNT, SEOS, ICLASS AND PROX, OSDP/WEIGAND OUTPUT, MOBILE READY	\$242.90	\$242.90
12	1	PW7000 DUAL READER BOARD	\$1,056.00	\$1,056.00
13	1	SURFACE MOUNT BOX, 1-PORT, IVORY, QUICKPORT LEVITON	\$3.17	\$3.17
14	1	CAT6 QUICKPORT CONNECTOR JACK IVORY, LEVITON	\$10.53	\$10.53
15	2	CAT6 PATCH CABLE 3FT YELLOW SLIM BOOT	\$2.42	\$4.84
16	100	CABLE, CAT6, YELLOW PLENUM	\$0.42	\$42.00
17	100	READER CABLE, 22/6, PLENUM, STRANDED, SHIELDED, WHITE W/ YELLOW STRIPE	\$0.32	\$32.00
18	1	CELLULAR ADD-ON KIT INCLUDES B444-V AND B450 VERIZON 4G LTE	\$372.24	\$372.24
19	12	4G CELLULAR BACKUP SERVICE. UP TO 150KB PER MONTH. OVERAGE FEE \$0.04 PER KB (PER MONTH, BILLED ANNUALLY)	\$10.00	\$120.00
20	12	BOSCH CLOUD CERTIFICATE (PER MONTH, BILLED ANNUALLY)	\$4.00	\$48.00
21	12	ALARM NETWORK MONITORING, BASIC, ETHERNET (PER MONTH, BILLED ANNUALLY)	\$30.00	\$360.00
22				
23		SubTotal		\$3,576.22
24		MISC SHIPPING AND WARRANTY		
25	1	MISC	\$250.00	\$250.00
26				
27		IMPLEMENTATION SERVICES		
28	1	STATE CONTRACT - DESIGN SERVICES	\$95.00	\$95.00
29	4	STATE CONTRACT - PROJECT MANAGEMENT	\$102.00	\$408.00
30	28	STATE CONTRACT- TECHNICIAN	\$102.00	\$2,856.00
31				
32		PRODUCTS & MATERIALS		
33	1	BOSCH CONTROL PANEL KIT, INCLUDES PANEL, WHITE ENCLOSURE, TRANSFORMER, 99 POINTS, 8 AREAS, IP COMMUNICATOR	\$489.60	\$489.60
34	2	BATTERY, 12V 7 AH	\$26.78	\$53.56
35	1	BOSCH COLOR GRAPHIC TOUCH SCREEN KEYPAD, BLACK	\$297.36	\$297.36
36	1	EIGHT (8) INPUT MODULE	\$101.52	\$101.52
37	1	LOCK & KEY SET, STD.	\$3.58	\$3.58
38	1	SIREN, 15-WATT, 105DB, 12VDC	\$10.04	\$10.04
39	1	BOSCH SDI2 2AMP 12VDC POWER SUPPLY	\$275.04	\$275.04
40	1	TRANSFORMER, 50VA, 18 VAC	\$15.98	\$15.98
41	1	BLUE 6-24 VDC STROBE LIGHT	\$37.86	\$37.86
42	1	CARD READER,SIGNO,WALL MOUNT, SEOS, ICLASS AND PROX, OSDP/WEIGAND OUTPUT, MOBILE READY	\$242.90	\$242.90
43	1	PW7000 DUAL READER BOARD	\$1,056.00	\$1,056.00
44	1	SURFACE MOUNT BOX, 1-PORT, IVORY, QUICKPORT LEVITON	\$3.17	\$3.17
45	1	CAT6 QUICKPORT CONNECTOR JACK IVORY, LEVITON	\$10.53	\$10.53

46	2	CAT6 PATCH CABLE 3FT YELLOW SLIM BOOT	\$2.42	\$4.84
47	100	READER CABLE, 22/6, PLENUM, STRANDED, SHIELDED, WHITE W/ YELLOW STRIPE	\$0.32	\$32.00
48	100	CABLE, CAT6, YELLOW PLENUM	\$0.42	\$42.00
49	1	CELLULAR ADD-ON KIT INCLUDES B444-V AND B450 VERIZON 4G LTE	\$372.24	\$372.24
50	12	4G CELLULAR BACKUP SERVICE. UP TO 150KB PER MONTH. OVERAGE FEE \$0.04 PER KB (PER MONTH, BILLED ANNUALLY)	\$10.00	\$120.00
51	12	BOSCH CLOUD CERTIFICATE (PER MONTH, BILLED ANNUALLY)	\$4.00	\$48.00
52	12	ALARM NETWORK MONITORING, BASIC, ETHERNET (PER MONTH, BILLED ANNUALLY)	\$30.00	\$360.00
53				
54		SubTotal		\$7,185.22
55		MISC SHIPPING AND WARRANTY		
56	1	MISC	\$207.15	\$207.15
57				
58		IMPLEMENTATION SERVICES		
59	1	STATE CONTRACT - DESIGN SERVICES	\$95.00	\$95.00
60	4	STATE CONTRACT - PROJECT MANAGEMENT	\$102.00	\$408.00
61	28	STATE CONTRACT- TECHNICIAN	\$102.00	\$2,856.00
62				
63		PRODUCTS & MATERIALS		
64	1	BOSCH CONTROL PANEL KIT, INCLUDES PANEL, WHITE ENCLOSURE, TRANSFORMER, 99 POINTS, 8 AREAS, IP COMMUNICATOR	\$489.60	\$489.60
65	2	BATTERY, 12V 7 AH	\$26.78	\$53.56
66	1	BOSCH COLOR GRAPHIC TOUCH SCREEN KEYPAD, BLACK	\$297.36	\$297.36
67	1	EIGHT (8) INPUT MODULE	\$101.52	\$101.52
68	1	BOSCH SDI2 2AMP 12VDC POWER SUPPLY	\$275.04	\$275.04
69	1	TRANSFORMER, 50VA, 18 VAC	\$15.98	\$15.98
70	1	LOCK & KEY SET, STD.	\$3.58	\$3.58
71	1	SIREN, 15-WATT, 105DB, 12VDC	\$10.04	\$10.04
72	1	BLUE 6-24 VDC STROBE LIGHT	\$37.86	\$37.86
73	1	CARD READER,SIGNO,WALL MOUNT, SEOS, ICLASS AND PROX, OSDP/WEIGAND OUTPUT, MOBILE READY	\$242.90	\$242.90
74	1	PW7000 DUAL READER BOARD	\$1,056.00	\$1,056.00
75	1	SURFACE MOUNT BOX, 1-PORT, IVORY, QUICKPORT LEVITON	\$3.17	\$3.17
76	1	CAT6 QUICKPORT CONNECTOR JACK IVORY, LEVITON	\$10.53	\$10.53
77	2	CAT6 PATCH CABLE 3FT YELLOW SLIM BOOT	\$2.42	\$4.84
78	100	READER CABLE, 22/6, PLENUM, STRANDED, SHIELDED, WHITE W/ YELLOW STRIPE	\$0.32	\$32.00
79	100	CABLE, CAT6, YELLOW PLENUM	\$0.42	\$42.00
80	1	CELLULAR ADD-ON KIT INCLUDES B444-V AND B450 VERIZON 4G LTE	\$372.24	\$372.24
81	12	4G CELLULAR BACKUP SERVICE. UP TO 150KB PER MONTH. OVERAGE FEE \$0.04 PER KB (PER MONTH, BILLED ANNUALLY)	\$10.00	\$120.00
82	12	BOSCH CLOUD CERTIFICATE (PER MONTH, BILLED ANNUALLY)	\$4.00	\$48.00
83	12	ALARM NETWORK MONITORING, BASIC, ETHERNET (PER MONTH, BILLED ANNUALLY)	\$30.00	\$360.00
84				
85		SubTotal		\$7,142.37
86		MISC SHIPPING AND WARRANTY		
87	1	MISC	\$207.15	\$207.15
88				
89		IMPLEMENTATION SERVICES		
90	1	STATE CONTRACT - DESIGN SERVICES	\$95.00	\$95.00
91	4	STATE CONTRACT - PROJECT MANAGEMENT	\$102.00	\$408.00
92	28	STATE CONTRACT- TECHNICIAN	\$102.00	\$2,856.00

Sales Tax	\$0.00
Grand Total	\$21,469.96

ITEMS NOT INCLUDED

NETWORK: Owner shall provide all network connectivity, infrastructure, not limited to and including, IP addresses, switches Router, Gateway, Firewall, and POE (when applicable). Any programming of VLANs, Firewall exclusions, and port forwarding, if applicable shall be provided by customer.

POWER: 110VAC power and connection needs shall be provided by owner.

SUPPORT: Owner shall provide any technical assistance need during project. This includes IT staff providing access to workstations and servers, and personnel to determine best cable-run routes.

PROGRAMMING: Owner shall program all system information including, but not limited to, cardholder name, access privileges, and other system information not stated in scope.

DOOR HARDWARE: All door hardware shall be provided and installed by others unless stated otherwise.

NEC/NFPA/IBC: Project shall follow all applicable building and fire codes. This may require the client to coordinate with associated trades not specified in this scope.

WORK HOURS: This bid assumes technicians shall have access during an 8hr shift and be able to work between the core hours of 6am and 4pm Monday through Friday. If after hours or weekend labor is required, a different rate shall apply.

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PERMITS: Proposal assumes that work is not taking place in critical care units or special areas that require permits.

PENETRATIONS, CORING, & SLEEVING: Where existing pathway doesn't exist or requires expansion, any firewall penetrations, sleeving, door coring, and concrete coring shall be provided by others.

DEMOLITION: Removal of cabling, where needed shall be done by others or can be quoted separately by request.

ELECTRICAL: Customer Shall provide an electrician to hardwire power if needed.

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PATCHING: All patching and painting of walls will be provided by others.

FIRE: Customer shall provide a Fire vendor for any fire tie-ins or related work that is needed or required.

LIFTS: Provided by others

GENERAL NOTES

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2. 110 VAC is PROVIDED by others unless otherwise specified.
3. All patching and painting to be done by others unless otherwise specified.
4. Pricing assumes any existing equipment to be re-used is in good operational order. Additional time and material to repair existing equipment is outside this scope of work.

PROPOSAL ACCEPTANCE

City of Blaine

Kristian Gaasland
10801 Town Square Dr
Blaine, MN 55449
United States

WTP #1-3 INTRUSION ALARM

PTDQ34460
Total \$21,469.96

City of Blaine

Printed Name and Title: _____

Signature: _____ Date: _____

PO# / Reference #: _____

Pro-Tec Design, Inc.

Printed Name and Title: _____

Signature: _____ Date: _____

Thank you for the opportunity to provide you with this proposal. If you should need any further clarification or assistance, don't hesitate to contact me. To proceed with the project, please sign the Proposal Acceptance and return to me.

Thank you,
Tyler Wachter
Senior Account Manager
5929 Baker Rd Ste 400
Minnetonka, MN 55345
Cell: (651) 783-6523

Pro-Tec Design, Inc.

Standard Terms & Conditions

FINANCIAL

1. No provisions of this Proposal/Contract shall serve to void our rights under Mechanics' Lien Laws.
2. We do not accept back charges that have not been previously agreed to by us in writing.
3. Late payments of 60 days or more will bear interest at the standard prevailing commercial rate.
4. Unless otherwise specified, you will be billed for 30% of the project total immediately after the receipt of an order. Prompt payment is required to order parts and cover other costs associated with project start-up.
5. Progress billings will be issued monthly and unless specified in a separate contract all payments are due net 30.
6. Nothing in this Proposal/Contract shall be construed to require us to continue performance of work if we do not receive timely payment for properly performed work and suitably stored materials.
7. We retain title to all equipment until installation is complete and all payments due Pro-Tec Design have been paid in full. We reserve the right to retake possession of the same or any part thereof at your cost if default is made by you in any payment. If customer fails to follow payment schedule(s) above or if Pro-Tec Design anticipates Customer may be unable to perform hereunder, Pro-Tec Design may terminate this contract, defer, discontinue or suspend work, or demand adequate assurance of Customer's performance. If a Customer's account must be placed with an attorney for collection, whether a lawsuit is filed or otherwise, or if the services of an attorney are required to protect Pro-Tec Design's interest, Customer agrees to pay all collection costs, including reasonable attorney's fees.
8. Alterations or modifications of the original quotation or specifications, including changes in quantity, material, design or other features, must be communicated in writing by Customer to Pro-Tec Design and accepted by Pro-Tec Design in writing, it being understood any change may increase prices. Customer shall be liable for an reimburse Pro-Tec Design for any and all work in process at the time of Pro-Tec Design's receipt of notice of changes.

SITE CONDITIONS AND WORK PERFORMANCE

9. We are not responsible for protection of our work in place.
10. We will dispose of debris created by our work into Owner-furnished trash bins or container at the site.
11. You shall furnish and make available to us at the site reasonable storage and parking facilities, and convenient delivery access to our work.
12. You shall provide uncluttered and safe access for us to perform our work. The schedule of any other contractors involved in this project shall be made in consultation with us, and unless otherwise agreed to, shall provide time for us to perform our work on an 8-hour day, 40-hour week basis. This Proposal/Contract does not include provision for our being required to perform overtime work for any reasons unless otherwise stated. An additional charge to the contract shall be made for any mutually agreed upon overtime.
13. We are not responsible for delays or defaults that are occasioned by causes of any kind beyond our control, including but not limited to delays or defaults of Architects, the Owner, the Contractor, any Subcontractors, other third parties, civil disorders, labor disputes, and Acts of God. We shall be entitled to equitable adjustment for delays caused by any Architect, Engineer, Contractor, or Owner.
14. If any drawings, illustrations, or descriptive matter are furnished with this Proposal/Contract, they are approximate and submitted only to show the general style, arrangement, and dimensions of equipment offered.
15. All work will be done during standard business hours, Monday through Friday unless otherwise noted.

WARRANTY

16. No liquidated damages will be due.
17. THERE ARE NO WARRANTIES THAT EXTEND BEYOND PRO-TEC DESIGN'S STATED SPECIFICATIONS. PRO-TEC SPECIFICALLY EXCLUDES ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY FOR MERCHANTABILITY, IMPLIED WARRANTY OF FITNESS, IMPLIED WARRANTY OF DESIGN, AND ALL OTHER IMPLIED WARRANTIES. Customer's sole remedy in any action at law based hereunder (other than an action based on breach of warranty, which warranties are expressly excluded except as set forth herein) shall be limited to the repair or replacement of nonconforming goods or parts, or, at Pro-Tec Design's option, refund of the applicable quote. IN NO EVENT SHALL PRO-TEC DESIGN BE RESPONSIBLE FOR ANY CONSEQUENTIAL OR ECONOMIC DAMAGES OR LOSS. LOST PROFITS OR CONSEQUENTIAL DAMAGES FOR PERSONAL INJURY. CUSTOMER AGREES THAT THIS PROVISION IS CONSCIONABLE.

18. Pro-Tec Design will warranty the labor and materials covered under this quotation for one year from the date of first beneficial use of the system provided the Owner is current in their payments to Pro-Tec Design, Inc. Accounts that are not current shall not receive warranty work until said accounts are made current. Pro-Tec Design will respond during normal business hours Monday through Friday. Weekends, Holidays and after hours warranty support will be billable to standard overtime rates. Warranty does not include replacement or repair of equipment damaged by Misuses, Negligence, Over or Under Voltage, or "Acts of God: such as lightning or other weather related incidents. Warranty only covers the repair or replacement of any parts supplied by Pro-Tec and any labor and travel to and from the site to execute said repairs for one (1) year from the date the Owner has beneficial use of the system. No warranty is extended to not in contract (NIC) equipment. NIC equipment is defined as any equipment not supplied by Pro-Tec or existing equipment that is re-used. The troubleshooting, repair or replacement of NIC equipment will be provided by Pro-Tec at a time and materials basis.

19. Pro-Tec Design is not an insurer of Customer's risks and exposures, Pro-Tec shall not be liable for any failure to perform under this Agreement due to any "Act of God," "Force Majeure," of another cause beyond Pro-Tec Design's control. Pro-Tec Design shall not be liable for any loss or damage caused in whole or in part from negligence, fault, or wrongful act of Customer or of any third persons or parties. Services provided under this Agreement are for the sole benefit of the Customer and no rights are, or may be, conferred on any other party as a third-party beneficiary, by transfer or assignment, or otherwise. Pro-Tec Design's total liability is limited to the contract price; as matter of law, this limitation does not apply to fraud, willful injury, or willful violation of the law.

OTHER

20. This Proposal/Contract, including the provisions printed above and any specifications or other provisions attached hereto, when accepted by you and Pro-Tec Design shall constitute the Contract between us, and all prior representations or agreements not incorporated herein are superseded. Any terms or conditions contained in any Customer proposal/contract/purchase order are expressly rejected and shall not bind Pro-Tec Design or affect or invalidate any terms contained herein. Terms and conditions herein shall not be modified except upon Pro-Tec Design's written agreement.
21. This Proposal/Contract shall be interpreted and governed by the laws of the State of Minnesota. Any disputes arising out of business conducted hereunder shall be venued in the district court of the State of Minnesota. In case of dispute, the prevailing party shall be awarded reasonable attorney's fees.
22. The design and/or intent of the items listed in this system specification is considered intellectual property and owned by Pro-Tec Design and will not be disclosed to any party other than those intended by Pro-Tec Design. Disclosure of this design/intent will subject the discloser to Consultant Fees equivalent of the above listed design/build quotation.
23. Customer agrees that during the term of this contract and for two years following termination, they will not directly or indirectly solicit for hire nor contract for services any employee who performs services hereunder without Pro-Tec Design's written consent.
24. This proposal and any documents associated with it supersede any prior verbal or written information provided.

MAKING OUR WORLD SAFER BY PROTECTING OUR CLIENTS WITH TECHNOLOGY



Pro-Tec Design
5929 Baker Road, Suite 400
Minnetonka, MN 55345



WTP #4 INTRUSION ALARM

TRUSTED SECURITY SOLUTIONS

100% Employee Owned

PREPARED FOR**City of Blaine**

Kristian Gaasland

10801 Town Square Dr
Blaine, MN 55449
United States

Phone:**Email:** kgaasland@blainemn.gov**PREPARED BY****Pro-Tec Design, Inc.**

Tyler Wachter

Account Manager

5929 Baker Road
Suite 400
Minnetonka, MN 55345
United States

Phone:**Email:** twachter@pro-tecdesign.com

PO NUMBER	PAYMENT TERMS
PTDQ34461	Net 30 days

VALUE PROPOSITION

Pro-Tec Design is pleased to submit this proposal for the installation of Intrusion Alarm at the City of Blaine-Water Treatment Plant #4 per the included Bill of Materials and Statement of Work.

This proposal shall follow state contract S-813(5) guidelines where applicable.

State Contract Release #: S-813(5)

Pro-Tec Design Contract #184435

STATEMENT OF WORK

Pro-Tec Design will provide labor and material for the installation of the following:

WATER TREATMENT PLANT #4

- (1) Bosch B8512G Intrusion Package with IP Communicator
- (2) Back Up Batteries
- (4) Bosch Keypads
- (4) Strobes for Arm Notification
- (4) HID Signo Card Readers for Arming
- (1) Bosch 8 Zone Expander
- (5) Glass Break Sensors
- (4) PIR Motion -Long Range-Curtain
- (1) Cellular Back-Up Kit
- (1) Year Monitoring with USA Security
- (1) Year Cellular Back Up Monitoring
- (1) Year Bosch Cloud services for mobile app.
- (*) Program system to USA Monitoring
- (*) Program the PD Break Room, and Shop Area as separate partitions from the remainder of the facility.
- (*) Program system to disarm on valid exterior card read.
- (*) Program arming readers at each KP location.
- (*) Strobes at KP locations to annuciate if valid card read does not disarm system.

Exclusions and Assumptions:

Pricing includes 1 Year of Basic monitoring.

Wall space is available or will be provided near existing access control panel

IP Addresses and all network infrastructure to be provided by the City of Blaine

The City of Blaine will coordinate alarm response information and call lists with Pro-Tec Design.

The City of Blaine will coordinate the continued monitoring of the Fire Alarm System.

Materials and Labor

Line	Qty	Description	Unit Price	Extended Price
1		PRODUCTS & MATERIALS		
2	1	BOSCH CONTROL PANEL KIT, INCLUDES PANEL, WHITE ENCLOSURE, TRANSFORMER, 99 POINTS, 8 AREAS, IP COMMUNICATOR	\$489.60	\$489.60
3	2	BATTERY, 12V 7 AH	\$26.78	\$53.56
4	4	BOSCH COLOR GRAPHIC TOUCH SCREEN KEYPAD, BLACK	\$297.36	\$1,189.44
5	1	EIGHT (8) INPUT MODULE	\$101.52	\$101.52
6	1	B520 POWER SUPPLY WITH TR1850 TRANSFORMER, B8103 ENCLOSURE AND B12 MOUNTING PLATE	\$379.44	\$379.44
7	1	PLYWOOD, FIRE RESISTANT TREATED, 4' X 4' X 3/4" CDX	\$222.94	\$222.94
8	5	GLASS BREAK DETECTOR, SQUARE 25'	\$40.90	\$204.50
9	4	BOSCH TRITECH MOTION, CURTAIN, 100' X 8.5' RANGE	\$122.50	\$490.00
10	3	SIREN, 15-WATT, 105DB, 12VDC	\$11.09	\$33.27
11	1	LOCK & KEY SET, STD.	\$3.58	\$3.58
12	4	BLUE 6-24 VDC STROBE LIGHT	\$37.86	\$151.44
13	4	CARD READER,SIGNO,WALL MOUNT, SEOS, ICLASS AND PROX, OSDP/WEIGAND OUTPUT, MOBILE READY	\$242.90	\$971.60
14	2	PW7000 DUAL READER BOARD	\$1,056.00	\$2,112.00
15	1,000	READER CABLE, 22/6, PLENUM, STRANDED, SHIELDED, WHITE W/ YELLOW STRIPE	\$0.32	\$320.00
16	3,000	CABLE, 22/4, PLENUM, STRANDED, NON-SHIELDED, WHITE W/ YELLOW STRIPE, PER FOOT	\$0.21	\$630.00
17	1,000	CABLE, 22/2C STRANDED SHIELDED CL3P PLENUM WHITE JACKET	\$0.14	\$140.00
18	1	SURFACE MOUNT BOX, 1-PORT, IVORY, QUICKPORT LEVITON	\$3.17	\$3.17
19	1	CAT6 QUICKPORT CONNECTOR JACK IVORY, LEVITON	\$10.53	\$10.53
20	2	CAT6 PATCH CABLE 3FT YELLOW SLIM BOOT	\$2.42	\$4.84
21	100	CABLE, CAT6, YELLOW PLENUM	\$0.42	\$42.00
22	1	CELLULAR ADD-ON KIT INCLUDES B444-V AND B450 VERIZON 4G LTE	\$372.24	\$372.24
23	12	4G CELLULAR BACKUP SERVICE. UP TO 150KB PER MONTH. OVERAGE FEE \$0.04 PER KB (PER MONTH, BILLED ANNUALLY)	\$8.00	\$96.00
24	12	BOSCH CLOUD CERTIFICATE (PER MONTH, BILLED ANNUALLY)	\$4.00	\$48.00
25	12	ALARM NETWORK MONITORING, BASIC, ETHERNET (PER MONTH, BILLED ANNUALLY)	\$27.95	\$335.40
26				
27	1	ELECTRICAL MATERIAL AND LABOR FOR CONDUIT/PATHWAY	\$3,737.03	\$3,737.03
28				
29		SubTotal		\$12,142.10
30		MISC SHIPPING AND WARRANTY		
31	1	MISC	\$817.14	\$817.14
32				
33		IMPLEMENTATION SERVICES		
34	1	STATE CONTRACT - DESIGN SERVICES	\$95.00	\$95.00
35	16	STATE CONTRACT - PROJECT MANAGEMENT	\$102.00	\$1,632.00
36	24	STATE CONTRACT - INSTALLER, CABLING	\$57.00	\$1,368.00
37	112	STATE CONTRACT- TECHNICIAN	\$102.00	\$11,424.00
38	4	STATE CONTRACT - CAD DESIGN SERVICES	\$95.00	\$380.00
39		SubTotal		\$15,716.14
40		Running SubTotal		\$27,858.24

Sales Tax

Grand Total

\$27,858.24

ITEMS NOT INCLUDED

NETWORK: Owner shall provide all network connectivity, infrastructure, not limited to and including, IP addresses, switches Router, Gateway, Firewall, and POE (when applicable). Any programming of VLANs, Firewall exclusions, and port forwarding, if applicable shall be provided by customer.

POWER: 110VAC power and connection needs shall be provided by owner.

SUPPORT: Owner shall provide any technical assistance need during project. This includes IT staff providing access to workstations and servers, and personnel to determine best cable-run routes.

PROGRAMMING: Owner shall program all system information including, but not limited to, cardholder name, access privileges, and other system information not stated in scope.

DOOR HARDWARE: All door hardware shall be provided and installed by others unless stated otherwise.

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PROPOSAL ACCEPTANCE

City of Blaine

Kristian Gaasland
10801 Town Square Dr
Blaine, MN 55449
United States

WTP #4 INTRUSION ALARM

PTDQ34461
Total \$27,858.24

City of Blaine

Printed Name and Title: _____

Signature: _____ Date: _____

PO# / Reference #: _____

Pro-Tec Design, Inc.

Printed Name and Title: _____

Signature: _____ Date: _____

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Thank you,
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Senior Account Manager
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Cell: (651) 783-6523

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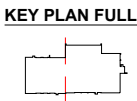
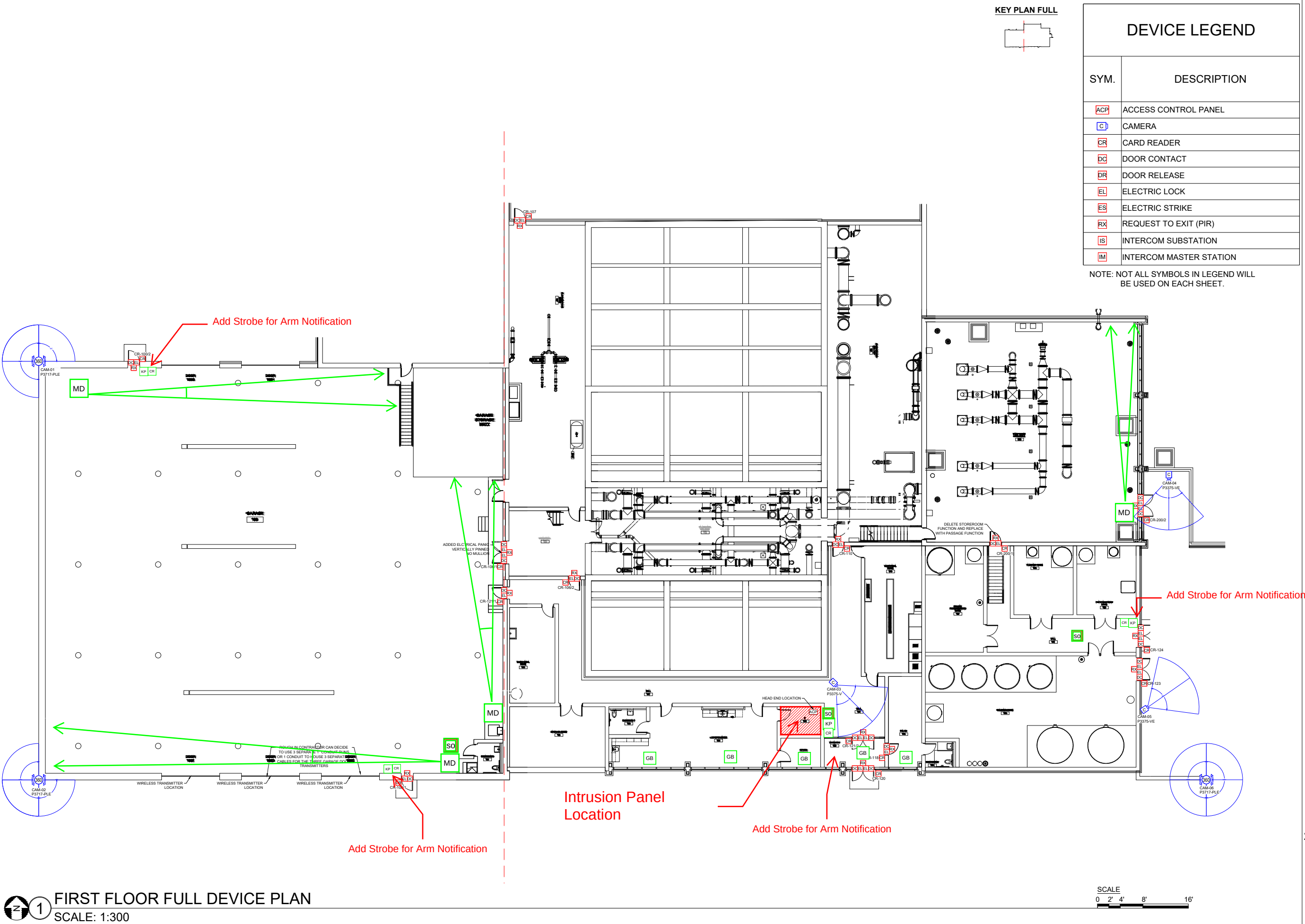
OTHER

20. This Proposal/Contract, including the provisions printed above and any specifications or other provisions attached hereto, when accepted by you and Pro-Tec Design shall constitute the Contract between us, and all prior representations or agreements not incorporated herein are superseded. Any terms or conditions contained in any Customer proposal/contract/purchase order are expressly rejected and shall not bind Pro-Tec Design or affect or invalidate any terms contained herein. Terms and conditions herein shall not be modified except upon Pro-Tec Design's written agreement.
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MAKING OUR WORLD SAFER BY PROTECTING OUR CLIENTS WITH TECHNOLOGY



Pro-Tec Design
5929 Baker Road, Suite 400
Minnetonka, MN 55345



DEVICE LEGEND	
SYM.	DESCRIPTION
ACP	ACCESS CONTROL PANEL
CR	CAMERA
CR	CARD READER
DC	DOOR CONTACT
DR	DOOR RELEASE
EL	ELECTRIC LOCK
ES	ELECTRIC STRIKE
RX	REQUEST TO EXIT (PIR)
IS	INTERCOM SUBSTATION
IM	INTERCOM MASTER STATION

NOTE: NOT ALL SYMBOLS IN LEGEND WILL BE USED ON EACH SHEET.

REV	DESCRIPTION	BY	DATE	ECR
1				
2				
3				
4				
5				
6				



Pro-Tec Design
TRUSTED SECURITY SOLUTIONS™
24 x 7 Service (763)-553-1297

CONFIDENTIAL: THIS DRAWING CONTAINS PROPRIETARY INFORMATION THAT IS THE PROPERTY OF PRO-TEC DESIGN. INFORMATION CONTAINED HEREIN SHALL NOT BE DUPLICATED OR USED FOR ANY PURPOSE OTHER THAN THE BUSINESS OF PRO-TEC DESIGN OR BY ITS AUTHORIZED CONTRACTORS WITHOUT WRITTEN CONSENT OF PRO-TEC DESIGN.

DRAWING TITLE:
**WATER TREATMENT PLANT
DEVICE PLAN**

CITY OF BLAINE
WATER TREATMENT PLANT NO. 4
12260 LEXINGTON AVE.
BLAINE, MN 55449

JOB NUMBER:
22593 & 22594

DRAWN BY:
BKC

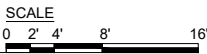
DATE:
03 JAN 2022

REVISION:
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SHEET
1 OF 3

DRAWING NUMBER:
SS2.F1

FIRST FLOOR FULL DEVICE PLAN
SCALE: 1:300





City of Blaine Staff Report

File Number: RES 24-67

Agenda Date	Status
April 1, 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 Order Advertisement for Bids for the 2024 Pleasure Creek Area Street Reconstructions, Improvement Project No. 24-06

Executive Summary

Council is asked to approve Plans and Specifications and order Advertisement for Bids for the 2024 Pleasure Creek Area Street Reconstructions, Improvement Project No. 24-06.

Background

The Public Hearing for the proposed improvement project was held on January 3, 2024, and the City Council ordered the preparation of plans and specifications with Resolution No. 24-11. The proposed project will reconstruct the following streets:

Area 1:

- Territorial Road from University Avenue to Jefferson Street

Area 2:

- 99th Lane from Washington Street to Madison Street
- 100th Court from Pleasure Creek Parkway to east cul-de-sac
- 100th Court from Pleasure Creek Parkway to west cul-de-sac
- 101st Avenue from Pleasure Creek Parkway to Jackson Street
- 101st Court from Pleasure Creek Parkway to west cul-de-sac
- Clover Leaf Parkway from 99th Avenue to Pleasure Creek Parkway
- Madison Street from 99th Lane to Pleasure Creek Parkway
- Pleasure Creek Parkway from 101st Avenue to north dead end
- Pleasure Creek Parkway from Clover Leaf Parkway to 101st Avenue
- Pleasure Creek Parkway from Madison Street east to dead end
- Pleasure Creek Parkway from President Drive to Clover Leaf Parkway
- Pleasure Creek Parkway from President Drive to Madison Street

- President Drive from Pleasure Creek Parkway to Territorial Road
- Terrace Court from Pleasure Creek Parkway to cul-de-sac
- Washington Court from Pleasure Creek Parkway to cul-de-sac
- Washington Street from 99th Lane to Pleasure Creek Parkway

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.

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.

Plans and specifications have been prepared as directed 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.

Schedule of Actions

08/07/2023	Hold Public Hearing, Order Improvement, and Order Preparation of Plans and Specifications
04/01/2024	Approve Plans and Specifications and Order Advertisement for Bids
04/30/2024	Open Bids
05/06/2024	Award Contract
May-October 2024	2024 Construction of Improvements
Spring 2025	Assess Improvements
January 2026	First Assessment Payment Due with Real Estate Taxes

Strategic Plan Relationship

The 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 and bond proceeds placed in the City Pavement Management Program fund, and Public Utility Funds. The 2023 project budget included \$155,500 for consulting. The 2024 project budget in the 2024-2028 Capital Improvement Plan is \$3,949,700 and includes consulting, construction, and contingency, bringing the total project budget to \$4,105,200 (excluding any contributions from the city's public utility funds). With estimated improvement costs of \$6,572,381, the 2024 budget and CIP may need to be amended in 2024 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, approve the Resolution.

Attachment List

1. 24-06 Project Area Map



City of Blaine

Signature Copy

Resolution: RES 24-67

Approve Plans and Specifications and Order Advertisement for Bids for the 2024 Pleasure Creek Area Street Reconstructions, Improvement Project No. 24-06

WHEREAS, pursuant to Resolution No. 24-11 of the Blaine City Council, adopted on the 3rd day of January, 2024, Plans and specifications have been prepared for the 2024 Pleasure Creek Area Street Reconstructions; and

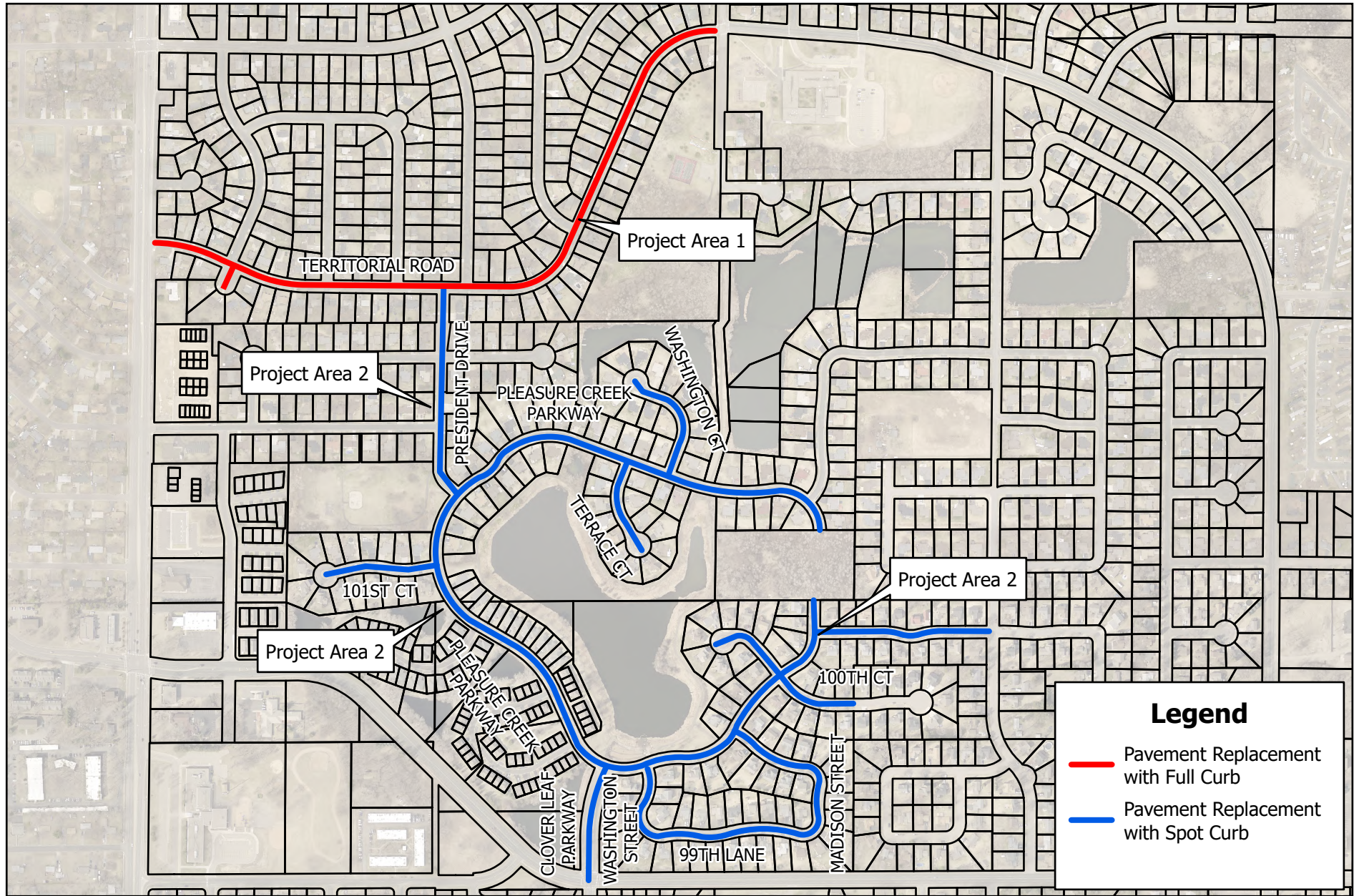
WHEREAS, the Engineering Department has presented such plans and specification to the City Council for their approval.

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 Clerk shall prepare and cause to be inserted in the official newspaper of the City an advertisement for bid for 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 1st day of April, 2024.

Path: X:\AEB\BLA\174596\6-final-dgn\51-drawings\50-GIS\gis basemaps\gis basemaps_Prod_1.aprx



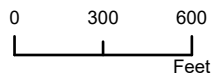
Legend

- Pavement Replacement with Full Curb
- Pavement Replacement with Spot Curb



3535 VADNAIS CENTER DR.
ST. PAUL, MN 55110
PHONE: (651) 490-2000
FAX: (651) 490-2150
WATTS: 800-325-2055
www.sehinc.com

Print Date: 11/16/2023



2024 STREET RECONSTRUCTION

BLANE, MINNESOTA



Exhibit
1

This map is neither a legally recorded map nor a survey map and is not intended to be used as one. This map is a compilation of records, information, and data gathered from various sources listed on this map and is to be used for reference purposes only. SEH does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and SEH does not represent that the GIS Data can be used for navigational, tracking, or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. The user of this map acknowledges that SEH shall not be liable for any damages which arise out of the user's access or use of data provided.



City of Blaine Staff Report

File Number: RES 24-68

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

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

Agenda Item # 8.6

Approve Plans and Specifications and Order Advertisement for Bids for the 2024 Southwest Area Street Reconstructions, Improvement Project No. 24-07

Executive Summary

Council is asked to approve Plans and Specifications and order Advertisement for Bids for the 2024 Southwest Area Street Reconstructions, Improvement Project No. 24-07.

Background

The Public Hearing for the proposed improvement project was held on January 17, 2024, and the City Council ordered the preparation of plans and specifications with Resolution No. 24-21. 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.

Plans and specifications have been prepared as directed and are available for Council review in the Engineering Department.

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 next Regular Agenda Administrative Action Item for the City Council will be the receipt of the bids and award of the construction project.

Schedule of Actions

08/07/2023	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
4/1/2024	Approve Plans and Specifications, Order Advertisement for Bids
4/30/2024	Open Bids
5/6/2024	Award Contract
May 2024 - August 2025	Construct Improvements
Fall 2025	Hold Assessment Hearing
January 2026	First Assessment payment due with real estate 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 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 (excluding any contributions from the city's public utility funds). 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. 2024 Projects Location Map



City of Blaine

Signature Copy

Resolution: RES 24-68

Approve Plans and Specifications and Order Advertisement for Bids for the 2024 Southwest Area Street Reconstructions, Improvement Project No. 24-07

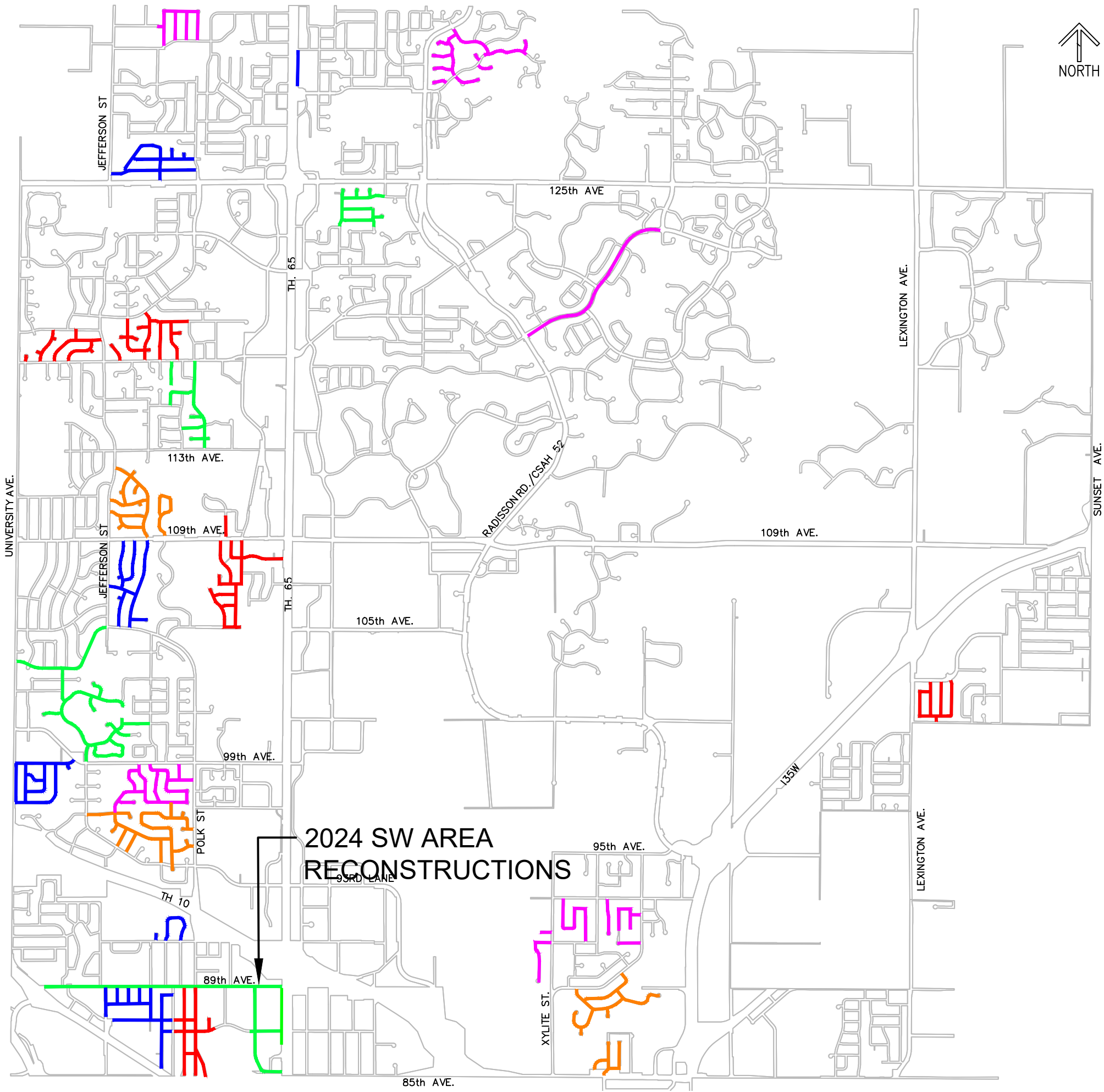
WHEREAS, pursuant to Resolution No. 24-21 of the Blaine City Council, adopted on the 17th day of January, 2024, Plans and specifications have been prepared for the 2024 Southwest Area Street Reconstructions; and

WHEREAS, the Engineering Department has presented such plans and specification 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 Clerk shall prepare and cause to be inserted in the official newspaper of the City an advertisement for bid for 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 1st day of April, 2024.



5 YEAR C.I.P.

CITY OF BLAINE

PAVEMENT MANAGEMENT PROGRAM

LEGEND

- 2024 PROJECTS
- 2025 PROJECTS
- 2026 PROJECTS
- 2027 PROJECTS
- 2028 PROJECTS

STREET PROJECTS SHOWN ARE SUBJECT TO CHANGE
BASED ON YEARLY EVALUATION OF STREET CONDITIONS.

PRINT DATE: 07/27/23



ENGINEERING DEPARTMENT
10801 Town Square Drive, Blaine, Minnesota 55449
Phone (763) 785-6172



City of Blaine Staff Report

File Number: RES 24-72

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

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

Agenda Item # 8.7

Resolution to Declare Cost to be Assessed, Order Preparation and Call for Public Hearing on Proposed Assessment for the 89th Avenue and Davenport Street Area Street Reconstructions, I/P 22-05

Executive Summary

Improvement Project No. 22-05 was ordered by the City Council on March 7, 2022 with Resolution 22-031. A construction contract was awarded to New Look Contracting, Inc. by the City Council on June 6, 2022 with Resolution No. 22-102 and construction was completed in the fall of 2023.

Background

Improvement Project No. 22-05 included the following project areas:

Project Area 1:

- Baltimore Street from 85th Avenue to 89th Avenue
- Davenport Street from 85th Avenue to 89th Avenue
- 89th Avenue from Central Avenue (Trunk Highway 65) to Davenport Street
- 87th Avenue from Central Avenue (Trunk Highway 65) to Hastings Street
- Eldorado Street from 85th Avenue to 87th Avenue
- Goodhue Street from 85th Avenue to 87th Avenue
- Goodhue Street from 87th Avenue to northerly dead end

Project Area 2:

- Jenkins Court from 85th Avenue to the cul-de-sac
- 86th Lane from Hastings Street to cul-de-sac

The total cost of the project is as follows:

Construction Costs:	\$5,694,107.55
Engineering Costs:	\$939,862.29
Interest:	\$66,437.25
Administration, Assessing, Other:	\$386,963.20
Total:	\$7,087,370.29

The total project cost indicated in the Feasibility Report was \$7,856,595.00. The Assessment Roll has been prepared consistent with the Feasibility Report. Of the total cost, the amount to be assessed is \$979,352.20. The Public Utility Funds will contribute \$2,111,318.93 for water and sanitary sewer improvements, and Pavement Management Program funds will contribute \$3,996,699.16.

Strategic Plan Relationship

The 89th Avenue and Davenport Street Reconstructions project aligns with the City's strategic plan goal of well-maintained infrastructure by providing high-quality street surfaces.

Board/Commission Review

Not required.

Financial Impact

Assessments will be levied over 15 years for Project Area 1 and 5 years for Project Area 2 and will be used to fund repayment of any debt issued for the project. That portion of the debt not funded via special assessments will be funded through an annual debt service tax levy. The amount to be assessed is \$979,352.20.

Public Outreach/Input

The project itself and the assessment process has complied with all public notification requirements pursuant to MN Statutes, Chapter 429.

Staff Recommendation

By motion, adopt the resolution.

Attachment List

1. 22-05 Project Location Map
2. 22-05 Proposed Final Assessment Roll



City of Blaine

Signature Copy

Resolution: RES 24-72

Resolution to Declare Cost to be Assessed, Order Preparation and Call for Public Hearing on Proposed Assessment for the 89th Avenue and Davenport Street Area Street Reconstructions, I/P 22-05

WHEREAS, a contract was entered into for reclaiming existing bituminous pavement, milling existing bituminous pavement, installation of concrete curb and gutter, installation of bituminous pavement, replacement of certain water main valves and hydrants, storm sewer installation, traffic control signage, and appurtenant construction in the following described areas:

Project Area 1:

- Baltimore Street from 85th Avenue to 89th Avenue
- Davenport Street from 85th Avenue to 89th Avenue
- 89th Avenue from Central Avenue (Trunk Highway 65) to Davenport Street
- 87th Avenue from Central Avenue (Trunk Highway 65) to Hastings Street
- Eldorado Street from 85th Avenue to 87th Avenue
- Goodhue Street from 85th Avenue to 87th Avenue
- Goodhue Street from 87th Avenue to northerly dead end

Project Area 2:

- Jenkins Court from 85th Avenue to the cul-de-sac
- 86th Lane from Hastings Street to cul-de-sac

AND WHEREAS, the construction cost for such improvement is \$5,694,107.55, and the expenses incurred in the making of said improvements amounts to be \$1,393,262.74 making the total cost \$7,087,370.29.

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

1. The total cost of such improvements is hereby declared to be \$7,087,370.29.
2. The amount to be assessed is hereby declared to be \$979,352.20. The Public Utility Funds will contribute \$2,111,318.93 for water and sanitary sewer improvements, and Pavement Management Program Funds will contribute \$3,996,699.16.
3. Assessments shall be payable in annual installments extending over a period of fifteen (15) years for Project Area 1, and five (5) years for Project Area 2. The first of the installments to be payable on or before the first Monday in January 2025, and shall bear interest at the rate of 5.5% per annum from the

date of the adoption of the assessment resolution.

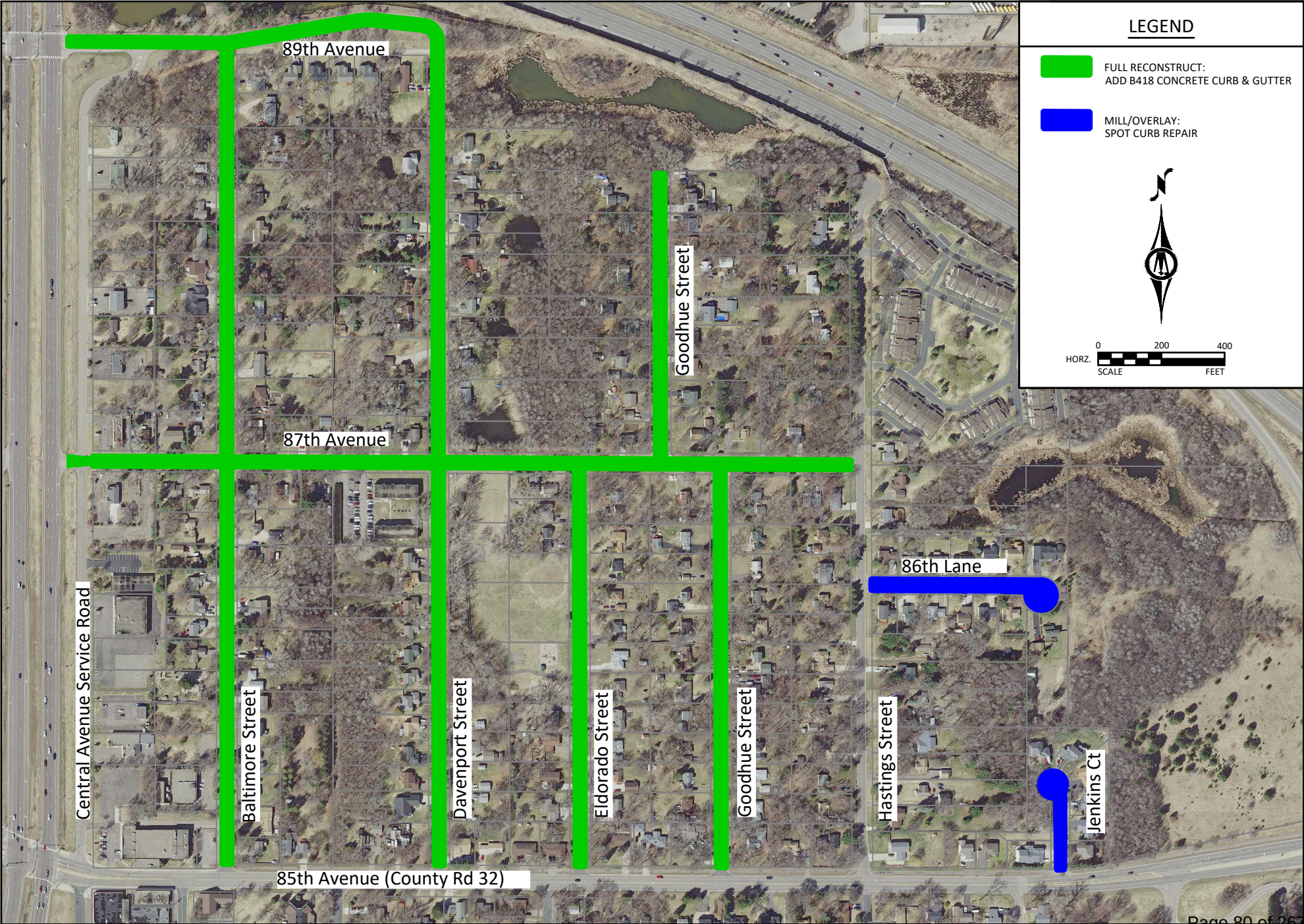
4. The City Clerk, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece, or parcel of land within the district affected without regard to cash valuation, as provided by law, and she shall file a copy of such proposed assessment in her office for public inspection.

5. The City Clerk has notified the City Council that such proposed assessment has been completed and filed in her office for public inspection.

6. A hearing shall be held on the 6th day of May 2024, in the Council Chambers at the Blaine City Hall at 7:00PM, or as near that time as possible, to pass upon the proposed assessment at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.

7. The City Clerk shall give published and mailed notice of such hearing as required by law.

PASSED by the City Council of the City of Blaine this 1st day of April, 2024.



PROJECT 22-05
2022 89TH AVENUE AND DAVENPORT AREA STREET RECONSTRUCTION
**BALTIMORE ST, DAVENPORT ST, ELDORADO ST, GOODHUE ST (85TH AVE TO 89TH AVE)
87TH AVENUE (CENTRAL AVE TO HASTINGS ST), 89TH AVE (CENTRAL AVE TO DAVENPORT ST)**
CITY OF BLAINE
EXHIBIT NO. 1A - SINGLE FAMILY RESIDENTIAL
PROPOSED FINAL ASSESSMENT ROLL

ASSESSMENT RATE BREAKDOWN

CONSTRUCTION COSTS*	\$2,940,505	*(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, TRUNK STORM SEWER, INFILTRATION CELLS, DRIVEWAY REPLACEMENT, SIDEWALK, AND LANDSCAPING/IRRIGATION COSTS)		
ADMINISTRATIVE COSTS	\$751,035			
TOTAL COST	\$3,691,540			
	RESIDENTIAL RATE	x 35%	TOTAL FRONT FOOTAGE	RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT
ASSESSABLE COST	\$1,292,039	÷	23438.8 LF	= \$55.12

RESIDENTIAL PROPERTY

ASSESSMENT RATE		ASSESSABLE SINGLE FAMILY RESIDENTIAL FOOTAGE		AMOUNT ASSESSED		ASSESSABLE RESIDENTIAL LOT UNITS		ASSESSMENT RATE PER RESIDENTIAL LOT UNIT
\$55.12	X	15776.0 LF	=	\$869,574.22	÷	156	=	\$5,574.19

PROPERTY PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT	PROPOSED ASSESSMENT
323123420051	1429 87TH AVE NE	WEAVER, KAREN E	1	\$5,574.19	\$5,574.19
323123430082	1470 87TH AVE NE	HAYMOND, ELAINE BOYER	1	\$5,574.19	\$5,574.19
323123430084	1490 87TH AVE NE	BOYER, ELEANOR R	1	\$5,574.19	\$5,574.19
323123430021	1500 87TH AVE NE	FROEMMING MELANIE I	1	\$5,574.19	\$5,574.19
323123420017	1515 87TH AVE NE	PREMIER PROPERTIES OF MN LLC	1	\$5,574.19	\$5,574.19
323123430020	1516 87TH AVE NE	PAYMENT ROBERT J & P A	1	\$5,574.19	\$5,574.19
323123420064	1524 89TH AVE NE	PARTINGTON, ERIC S	1	\$5,574.19	\$5,574.19
323123430022	1526 87TH AVE NE	PETERSON, CAROL J	1	\$5,574.19	\$5,574.19
323123420016	1527 87TH AVE NE	DEEGAN DAVID A	1	\$5,574.19	\$5,574.19
323123420065	1540 89TH AVE NE	KAIGHEN, SAMUEL	1	\$5,574.19	\$5,574.19
323123420013	1541 87TH AVE NE	BRATTON LYNDSEY	1	\$5,574.19	\$5,574.19
323123420014	1551 87TH AVE NE	SCHMIDT CURTIS L & S L	1	\$5,574.19	\$5,574.19
323123420066	1556 89TH AVE NE	ELGHARABAWI, SOBHI	1	\$5,574.19	\$5,574.19
323123420015	1561 87TH AVE NE	O'BRIEN DANIEL D & ROSALIE A	1	\$5,574.19	\$5,574.19
323123420067	1572 89TH AVE NE	BEAUCLAIRE MAI VU	1	\$5,574.19	\$5,574.19
323123440014	1603 85TH AVE NE	ANDERSON, ANDREA L	1	\$5,574.19	\$5,574.19
323123440001	1640 87TH AVE NE	BRIDGEFORD FAVORS, RAHJEME	1	\$5,574.19	\$5,574.19
323123410037	1685 87TH AVE NE	FERRIS BRADLEY A & C M	1	\$5,574.19	\$5,574.19
323123410043	1705 87TH AVE NE	BUCHHOLZ, NICHOLAS	1	\$5,574.19	\$5,574.19
323123410010	1721 87TH AVE NE	EMIG ARDA M	1	\$5,574.19	\$5,574.19
323123410008	1737 87TH AVE NE	BRUCE TIMOTHY D & BRENDA L	2	\$5,574.19	\$11,148.38
323123440050	1740 87TH AVE NE	KRUEGER CHRISTIN E & AMY V	1	\$5,574.19	\$5,574.19
323123440035	8500 GOODHUE ST NE UNIT A	WALLIN, LINDA M	1	\$5,574.19	\$5,574.19
323123430014	8501 BALTIMORE ST NE	LAZARZ C D & ANDERSON S A	1	\$5,574.19	\$5,574.19
323123440064	8501 GOODHUE ST NE	2015-1 IH2 BORROWER LP	1	\$5,574.19	\$5,574.19

2022 89TH AVENUE AND DAVENPORT AREA STREET RECONSTRUCTION

**BALTIMORE ST, DAVENPORT ST, ELDORADO ST, GOODHUE ST (85TH AVE TO 89TH AVE)
87TH AVENUE (CENTRAL AVE TO HASTINGS ST), 89TH AVE (CENTRAL AVE TO DAVENPORT ST)**

CITY OF BLAINE

**EXHIBIT NO. 1A - SINGLE FAMILY RESIDENTIAL
PROPOSED FINAL ASSESSMENT ROLL**

ASSESSMENT RATE BREAKDOWN

CONSTRUCTION COSTS*	\$2,940,505	*(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, TRUNK STORM SEWER, INFILTRATION CELLS, DRIVEWAY REPLACEMENT, SIDEWALK, AND LANDSCAPING/IRRIGATION COSTS)			
ADMINISTRATIVE COSTS	\$751,035				
TOTAL COST	\$3,691,540				
	RESIDENTIAL RATE	x 35%	TOTAL FRONT FOOTAGE	RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT	
ASSESSABLE COST	\$1,292,039	÷	23438.8 LF	=	\$55.12

323123440017	8503 DAVENPORT ST NE	LEEGARD LYNN M & SCHMIDT A D	1	\$5,574.19	\$5,574.19
323123430071	8504 DAVENPORT ST NE	LATTREZ, LAURA ANN	1	\$5,574.19	\$5,574.19
323123440039	8505 ELDORADO ST NE	8505 ELDORADO STREET NE LLC	1	\$5,574.19	\$5,574.19
323123440009	8512 ELDORADO ST NE	HASLING JAMES A & BARB J	1	\$5,574.19	\$5,574.19
323123440065	8513 GOODHUE ST NE	SKILLINGS, CRAIG R	1	\$5,574.19	\$5,574.19
323123430010	8515 BALTIMORE ST NE	TURNQUIST, MELISSA	1	\$5,574.19	\$5,574.19
323123430070	8516 DAVENPORT ST NE	HASSAN, MOHAMUD ABDIRAZAK	1	\$5,574.19	\$5,574.19
323123440033	8516 GOODHUE ST NE	MORALES, GLORIA SILVA	1	\$5,574.19	\$5,574.19
323123440016	8517 DAVENPORT ST NE	LEEGARD LYNN M & SCHMIDT A D	1	\$5,574.19	\$5,574.19
323123430069	8520 DAVENPORT ST NE	YANG, CHIA SHEE	1	\$5,574.19	\$5,574.19
323123440010	8520 ELDORADO ST NE	CHAO XIONG	1	\$5,574.19	\$5,574.19
323123440034	8520 GOODHUE ST NE	JACKSON RONALD P JR & JULIE A	1	\$5,574.19	\$5,574.19
323123440040	8521 ELDORADO ST NE	SHOVELIN DAVID L	1	\$5,574.19	\$5,574.19
323123440066	8521 GOODHUE ST NE	ENGBERG, LINDA	1	\$5,574.19	\$5,574.19
323123440019	8523 DAVENPORT ST NE	MELY CHRISTOPHER G & D	1	\$5,574.19	\$5,574.19
323123440031	8524 GOODHUE ST NE	ANDERSON, JON	1	\$5,574.19	\$5,574.19
323123430068	8526 DAVENPORT ST NE	YANG, SONG VANG	1	\$5,574.19	\$5,574.19
323123440042	8527 ELDORADO ST NE	LINDQUIST G M & MICKLEY S J	1	\$5,574.19	\$5,574.19
323123440068	8527 GOODHUE ST NE	TIMMERS COLLEEN C	1	\$5,574.19	\$5,574.19
323123440018	8529 DAVENPORT ST NE	SCHMIDT ALAN D & LEEGARD L M	1	\$5,574.19	\$5,574.19
323123430067	8530 DAVENPORT ST NE	MULLEN J D & JOHANSON C L	1	\$5,574.19	\$5,574.19
323123440032	8530 GOODHUE ST NE	BADOLA RAJEEV & BHARTI	1	\$5,574.19	\$5,574.19
323123430011	8531 BALTIMORE ST NE	ADAMS, BECKY J	1	\$5,574.19	\$5,574.19
323123440041	8531 ELDORADO ST NE	PATRIKUS, HEIDI	1	\$5,574.19	\$5,574.19
323123440067	8531 GOODHUE ST NE	LAVALLEY, RODNEY J	1	\$5,574.19	\$5,574.19
323123440007	8532 ELDORADO ST NE	ISAKSON DAVID A & TRACY K	1	\$5,574.19	\$5,574.19
323123430013	8535 BALTIMORE ST NE	GLADDEN, BRIAN	1	\$5,574.19	\$5,574.19
323123440069	8537 GOODHUE ST NE	TAILLEFER, WAYNE PATRICK	1	\$5,574.19	\$5,574.19
323123440029	8540 GOODHUE ST NE	WHITE CHARLES D & D R	1	\$5,574.19	\$5,574.19
323123430012	8543 BALTIMORE ST NE	CARA, MARICRIS	1	\$5,574.19	\$5,574.19
323123440008	8544 ELDORADO ST NE	DORMAN CHASIDY	1	\$5,574.19	\$5,574.19
323123440043	8545 ELDORADO ST NE	LEAVITT JERRY & THERESA	1	\$5,574.19	\$5,574.19
323123440070	8547 GOODHUE ST NE	ERICKSON, DEANNA	1	\$5,574.19	\$5,574.19
323123440030	8550 GOODHUE ST NE	SMITH MARION B & L M	1	\$5,574.19	\$5,574.19
323123430016	8551 BALTIMORE ST NE	ZEBRO GREGORY L	1	\$5,574.19	\$5,574.19
323123430038	8554 BALTIMORE ST NE	WASTE KIMBERLY M	1	\$5,574.19	\$5,574.19
323123430015	8555 BALTIMORE ST NE	GUSTAFSON, JAY D	1	\$5,574.19	\$5,574.19

PROJECT 22-05
2022 89TH AVENUE AND DAVENPORT AREA STREET RECONSTRUCTION
**BALTIMORE ST, DAVENPORT ST, ELDORADO ST, GOODHUE ST (85TH AVE TO 89TH AVE)
87TH AVENUE (CENTRAL AVE TO HASTINGS ST), 89TH AVE (CENTRAL AVE TO DAVENPORT ST)**
CITY OF BLAINE
EXHIBIT NO. 1A - SINGLE FAMILY RESIDENTIAL
PROPOSED FINAL ASSESSMENT ROLL

ASSESSMENT RATE BREAKDOWN

CONSTRUCTION COSTS*	\$2,940,505	*(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, TRUNK STORM SEWER, INFILTRATION CELLS, DRIVEWAY REPLACEMENT, SIDEWALK, AND LANDSCAPING/IRRIGATION COSTS)			
ADMINISTRATIVE COSTS	\$751,035				
TOTAL COST	\$3,691,540				
	RESIDENTIAL RATE	x 35%	TOTAL FRONT FOOTAGE	RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT	
ASSESSABLE COST	\$1,292,039	÷	23438.8 LF	=	\$55.12

323123440044	8555 ELDORADO ST NE	JOHNSON ALLEN D & DIANE M	1	\$5,574.19	\$5,574.19
323123440071	8559 GOODHUE ST NE	DU PONT CATHERINE M	1	\$5,574.19	\$5,574.19
323123430077	8596 DAVENPORT ST NE	VU, VICTOR	1	\$5,574.19	\$5,574.19
323123430058	8600 BALTIMORE ST NE	LUND JODY L & MICHELE K	1	\$5,574.19	\$5,574.19
323123430076	8604 DAVENPORT ST NE	VICTORIA, ROSA	1	\$5,574.19	\$5,574.19
323123430017	8605 BALTIMORE ST NE	BARR, SOREN A	1	\$5,574.19	\$5,574.19
323123430075	8612 DAVENPORT ST NE	SOBANIA TAMMY D	1	\$5,574.19	\$5,574.19
323123430080	8616 BALTIMORE ST NE	TESSEMA, LULAYEHU T	1	\$5,574.19	\$5,574.19
323123430056	8617 BALTIMORE ST NE	BACKHAUS JULIANNE M	1	\$5,574.19	\$5,574.19
323123430078	8620 BALTIMORE ST NE	BRELIE, ANGEL	1	\$5,574.19	\$5,574.19
323123430074	8620 DAVENPORT ST NE	MARQUIS CHERYL	1	\$5,574.19	\$5,574.19
323123430055	8621 BALTIMORE ST NE	NAGY MICHAEL R & BARBARA K	1	\$5,574.19	\$5,574.19
323123440046	8625 ELDORADO ST NE	ELING, JOHN	1	\$5,574.19	\$5,574.19
323123430061	8626 BALTIMORE ST NE	ALI OMAR H	1	\$5,574.19	\$5,574.19
323123430073	8628 DAVENPORT ST NE	VALEK, ANTHONY	1	\$5,574.19	\$5,574.19
323123440028	8630 GOODHUE ST NE	REINDAL, SAMUEL W	1	\$5,574.19	\$5,574.19
323123430019	8631 BALTIMORE ST NE	MERRITT, MATTHEW B	1	\$5,574.19	\$5,574.19
323123430029	8632 BALTIMORE ST NE	KLEMZ MYRON E	1	\$5,574.19	\$5,574.19
323123440045	8635 ELDORADO ST NE	DOLGE, JILL	1	\$5,574.19	\$5,574.19
323123440072	8635 GOODHUE ST NE	GRAHAM, MYRTLE J	1	\$5,574.19	\$5,574.19
323123430072	8636 DAVENPORT ST NE	KNIGHT, JEANNE	1	\$5,574.19	\$5,574.19
323123440027	8636 GOODHUE ST NE	HILL, KRISTEN	1	\$5,574.19	\$5,574.19
323123440026	8640 GOODHUE ST NE	KIJ JAN P	1	\$5,574.19	\$5,574.19
323123430027	8642 BALTIMORE ST NE	IVERSON, PATRICK	1	\$5,574.19	\$5,574.19
323123430023	8645 BALTIMORE ST NE	OKAFOR, LINDA J	1	\$5,574.19	\$5,574.19
323123440048	8645 ELDORADO ST NE	JOHNSON, DAVID GENE	1	\$5,574.19	\$5,574.19
323123440073	8649 GOODHUE ST NE	WOITALLA SARAH H	1	\$5,574.19	\$5,574.19
323123440047	8659 ELDORADO ST NE	KNIEFFEL, SUSAN B	1	\$5,574.19	\$5,574.19
323123440074	8659 GOODHUE ST NE	BERTHON, DARLENE R	1	\$5,574.19	\$5,574.19
323123440004	8660 ELDORADO ST NE	WALLACE, DANIEL B	1	\$5,574.19	\$5,574.19
323123440025	8676 GOODHUE ST NE	GREENWOOD, MICHAEL LEROY	1	\$5,574.19	\$5,574.19
323123440049	8679 ELDORADO ST NE	MCDEARMON JUDITH K	1	\$5,574.19	\$5,574.19
323123440075	8679 GOODHUE ST NE	SODERMAN, TROY G	1	\$5,574.19	\$5,574.19
323123440002	8680 ELDORADO ST NE	DAVIDSON, SCOTT	1	\$5,574.19	\$5,574.19
323123440024	8684 GOODHUE ST NE	PERRY, JOSEPH	1	\$5,574.19	\$5,574.19
323123420052	8700 BALTIMORE ST NE	MIMBACH, DAVID	1	\$5,574.19	\$5,574.19
323123420018	8701 BALTIMORE ST NE	MANTHEI MARIE L	1	\$5,574.19	\$5,574.19

PROJECT 22-05
2022 89TH AVENUE AND DAVENPORT AREA STREET RECONSTRUCTION
**BALTIMORE ST, DAVENPORT ST, ELDORADO ST, GOODHUE ST (85TH AVE TO 89TH AVE)
87TH AVENUE (CENTRAL AVE TO HASTINGS ST), 89TH AVE (CENTRAL AVE TO DAVENPORT ST)**
CITY OF BLAINE
EXHIBIT NO. 1A - SINGLE FAMILY RESIDENTIAL
PROPOSED FINAL ASSESSMENT ROLL

ASSESSMENT RATE BREAKDOWN

CONSTRUCTION COSTS*	\$2,940,505	*(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, TRUNK STORM SEWER, INFILTRATION CELLS, DRIVEWAY REPLACEMENT, SIDEWALK, AND LANDSCAPING/IRRIGATION COSTS)		
ADMINISTRATIVE COSTS	\$751,035			
TOTAL COST	\$3,691,540			
	RESIDENTIAL RATE	x 35%	TOTAL FRONT FOOTAGE	RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT
ASSESSABLE COST	\$1,292,039	÷	23438.8 LF	= \$55.12

323123410038	8706 GOODHUE ST NE	SERNA PEDRO & BLANCA	1	\$5,574.19	\$5,574.19
323123410034	8716 GOODHUE ST NE	ROUSU, ELVIE E	1	\$5,574.19	\$5,574.19
323123420019	8717 BALTIMORE ST NE	SWANSON, DALE	1	\$5,574.19	\$5,574.19
323123420012	8720 DAVENPORT ST NE	OSBERG JEFFREY M & GINA M	1	\$5,574.19	\$5,574.19
323123410042	8721 GOODHUE ST NE	ROUSU, SCOTT D	1	\$5,574.19	\$5,574.19
323123410035	8725 DAVENPORT ST NE	FERRIS BRADLEY A & CHRISTANNE	1	\$5,574.19	\$5,574.19
323123420020	8727 BALTIMORE ST NE	JOHNSON, CHARLES A	1	\$5,574.19	\$5,574.19
323123420049	8730 BALTIMORE ST NE	ERICKSON, BARBARA	1	\$5,574.19	\$5,574.19
323123420011	8730 DAVENPORT ST NE	PETERSEN MICHAEL LEE	1	\$5,574.19	\$5,574.19
323123410031	8730 GOODHUE ST NE	DINSMORE SUSAN J	1	\$5,574.19	\$5,574.19
323123410013	8731 GOODHUE ST NE	BOLIN, REBECCA DANIELLE	1	\$5,574.19	\$5,574.19
323123410041	8735 DAVENPORT ST NE	LEONHARDT ROGER L & KOLETTE	1	\$5,574.19	\$5,574.19
323123410011	8737 GOODHUE ST NE	CHANG, TRIA	1	\$5,574.19	\$5,574.19
323123410048	8738 GOODHUE ST NE	BLAKEY ISAAC	1	\$5,574.19	\$5,574.19
323123420047	8740 BALTIMORE ST NE	BERGSTEDT, LOREN	1	\$5,574.19	\$5,574.19
323123420010	8740 DAVENPORT ST NE	NYLAND MITCHELL L & CATHY A	1	\$5,574.19	\$5,574.19
323123410049	8742 GOODHUE ST NE	BANCROFT M J & LANGSTON K J	1	\$5,574.19	\$5,574.19
323123410012	8743 GOODHUE ST NE	SCHMIDT, ROBERT J	1	\$5,574.19	\$5,574.19
323123410047	8745 DAVENPORT ST NE	GOITOM, SENAYET A	1	\$5,574.19	\$5,574.19
323123420021	8749 BALTIMORE ST NE	BURG, JEFFREY D	1	\$5,574.19	\$5,574.19
323123420045	8750 BALTIMORE ST NE	BURCHETT RONALD T & MARY	1	\$5,574.19	\$5,574.19
323123420022	8751 BALTIMORE ST NE	OLSEN, JOANN L	1	\$5,574.19	\$5,574.19
323123410050	8754 GOODHUE ST NE	GONZALES FLORENTINO J & JANE N	1	\$5,574.19	\$5,574.19
323123420059	8755 BALTIMORE ST NE	MARTIN-LINDBECK, JAKE J	1	\$5,574.19	\$5,574.19
323123410046	8755 DAVENPORT ST NE	FIELDS, KATJA AB	1	\$5,574.19	\$5,574.19
323123410014	8755 GOODHUE ST NE	BLANESS WILLIAM C & J S	1	\$5,574.19	\$5,574.19
323123420009	8760 DAVENPORT ST NE	BELLAMY, DENNIS A	1	\$5,574.19	\$5,574.19
323123420043	8770 BALTIMORE ST NE	2015-3 IH2 BORROWER LP	1	\$5,574.19	\$5,574.19
323123420061	8770 DAVENPORT ST NE	HAMMER, LAURIE L	1	\$5,574.19	\$5,574.19
323123410053	8783 DAVENPORT ST NE	DAVID B J & SKJERVOLD K O	1	\$5,574.19	\$5,574.19
323123420040	8790 BALTIMORE ST NE	VONASEK, SHAWN M	1	\$5,574.19	\$5,574.19
323123420038	8800 BALTIMORE ST NE	BLANCHARD, VICKY S	1	\$5,574.19	\$5,574.19
323123410027	8801 DAVENPORT ST NE	BORENE JOHN A & REBECCA A	1	\$5,574.19	\$5,574.19
323123410026	8808 GOODHUE ST NE	BUTLER RICHARD A & SHARON A	1	\$5,574.19	\$5,574.19
323123410028	8809 DAVENPORT ST NE	HOVRE-JOHNSON, FAY	1	\$5,574.19	\$5,574.19
323123410016	8809 GOODHUE ST NE	COLBERT TRUSTEE, CYNTHIA R	1	\$5,574.19	\$5,574.19
323123420006	8810 DAVENPORT ST NE	PIERSON, REBECCA A	1	\$5,574.19	\$5,574.19

PROJECT 22-05
2022 89TH AVENUE AND DAVENPORT AREA STREET RECONSTRUCTION
**BALTIMORE ST, DAVENPORT ST, ELDORADO ST, GOODHUE ST (85TH AVE TO 89TH AVE)
87TH AVENUE (CENTRAL AVE TO HASTINGS ST), 89TH AVE (CENTRAL AVE TO DAVENPORT ST)**
CITY OF BLAINE
EXHIBIT NO. 1A - SINGLE FAMILY RESIDENTIAL
PROPOSED FINAL ASSESSMENT ROLL

ASSESSMENT RATE BREAKDOWN

CONSTRUCTION COSTS*	\$2,940,505	*(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, TRUNK STORM SEWER, INFILTRATION CELLS, DRIVEWAY REPLACEMENT, SIDEWALK, AND LANDSCAPING/IRRIGATION COSTS)		
ADMINISTRATIVE COSTS	\$751,035			
TOTAL COST	\$3,691,540			
	RESIDENTIAL RATE	x 35%	TOTAL FRONT FOOTAGE	RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT
ASSESSABLE COST	\$1,292,039	÷	23438.8 LF	= \$55.12

323123410015	8811 GOODHUE ST NE	GAUTSCHI THOMAS R	1	\$5,574.19	\$5,574.19
323123410017	8813 GOODHUE ST NE	JOHNS ALAN	1	\$5,574.19	\$5,574.19
323123420025	8817 BALTIMORE ST NE	STORTZ KIRBY & CLAIRE L	1	\$5,574.19	\$5,574.19
323123410025	8817 DAVENPORT ST NE	SCHMIDT ROGER & HESS WENDY	1	\$5,574.19	\$5,574.19
323123410023	8818 GOODHUE ST NE	SOMMERS, DANIEL J	1	\$5,574.19	\$5,574.19
323123420035	8824 BALTIMORE ST NE	AWOUDI, LEA	1	\$5,574.19	\$5,574.19
323123420027	8825 BALTIMORE ST NE	SABBY RONALD E	1	\$5,574.19	\$5,574.19
323123410024	8825 DAVENPORT ST NE	KREITZ III, CHARLES W	1	\$5,574.19	\$5,574.19
323123420005	8830 DAVENPORT ST NE	GREGERSON ROBIN R	2	\$5,574.19	\$11,148.38
323123410022	8833 DAVENPORT ST NE	LAMERE TIMOTHY N & CATHERINE E	1	\$5,574.19	\$5,574.19
323123420026	8835 BALTIMORE ST NE	MORAN MICHAEL D & LORI ANN	1	\$5,574.19	\$5,574.19
323123420034	8838 BALTIMORE ST NE	WEESE STEPHEN J & WESSE L J	1	\$5,574.19	\$5,574.19
323123420032	8840 BALTIMORE ST NE	RANDALL KEVIN L	1	\$5,574.19	\$5,574.19
323123420062	8845 BALTIMORE ST NE	FISCHER, MATTHEW	1	\$5,574.19	\$5,574.19
323123420055	8850 DAVENPORT ST NE	LOR TOU L & TONG L	1	\$5,574.19	\$5,574.19
323123420063	8857 BALTIMORE ST NE	DOYLE, SAMANTHA K	1	\$5,574.19	\$5,574.19
323123410036	UNASSIGNED	FERRIS BRADLEY A & C M	1	\$5,574.19	\$5,574.19
323123420060	UNASSIGNED	JENISTER LEAH	1	\$5,574.19	\$5,574.19
TOTALS			156		\$869,573.64

PROJECT 22-05
2022 89TH AVENUE AND DAVENPORT AREA STREET RECONSTRUCTION
BALTIMORE ST, DAVENPORT ST, ELDORADO ST, GOODHUE ST (85TH AVE TO 89TH AVE)
87TH AVENUE (CENTRAL AVE TO HASTINGS ST), 89TH AVE (CENTRAL AVE TO DAVENPORT ST)
CITY OF BLAINE
EXHIBIT NO. 1B - HIGH-DENSITY RESIDENTIAL
PROPOSED FINAL ASSESSMENT ROLL

ASSESSMENT RATE BREAKDOWN						
CONSTRUCTION COSTS*	\$2,978,367	*(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, TRUNK STORM SEWER, INFILTRATION CELLS, DRIVEWAY REPLACEMENT, AND LANDSCAPING/IRRIGATION COSTS)				
ADMINISTRATIVE COSTS	\$760,525					HIGH-DENSITY RESIDENTIAL
TOTAL COST	\$3,738,892					ASSESSMENT RATE PER
			TOTAL FRONT FOOTAGE	TOTAL COST PER FRONT FOOT	HIGH-DENSITY RESIDENTIAL ASSESSMENT PERCENTAGE	ASSESSMENT RATE PER FRONT FOOT
ASSESSABLE COST	\$3,738,892 ÷		23438.8 LF	= \$159.52	X 50%	= \$79.76

PROPERTY PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE FRONT FOOTAGE	ASSESSMENT RATE PER FRONT FOOT	PROPOSED ASSESSMENT
323123430001	8650 DAVENPORT ST NE	M & M PROPERTIES	383.4**	\$79.76	\$30,579.98
323123420053	1481 87TH AVE NE	ANOKA COUNTY COMMUNITY ACTION	100.0	\$79.76	\$7,976.00
TOTALS			483.4		\$38,555.98

**Denotes 150' corner lot credit given

PROJECT 22-05
2022 89TH AVENUE AND DAVENPORT AREA STREET RECONSTRUCTION
**BALTIMORE ST, DAVENPORT ST, ELDORADO ST, GOODHUE ST (85TH AVE TO 89TH AVE)
87TH AVENUE (CENTRAL AVE TO HASTINGS ST), 89TH AVE (CENTRAL AVE TO DAVENPORT ST)**
CITY OF BLAINE
EXHIBIT NO. 1C - COMMERCIAL/INDUSTRIAL
PROPOSED FINAL ASSESSMENT ROLL

ASSESSMENT RATE BREAKDOWN					
CONSTRUCTION COSTS*	\$2,978,367	*(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, TRUNK STORM SEWER, INFILTRATION CELLS, DRIVEWAY REPLACEMENT, AND LANDSCAPING/IRRIGATION COSTS)			
ADMINISTRATIVE COSTS	\$760,525				
TOTAL COST	\$3,738,892				
			TOTAL FRONT FOOTAGE	TOTAL COST PER FRONT FOOT	HIGH-DENSITY RESIDENTIAL ASSESSMENT PERCENTAGE
ASSESSABLE COST	\$3,738,892 ÷		23438.8 LF	= \$159.52	X 50% = \$79.76

PROPERTY PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE FRONT FOOTAGE	ASSESSMENT RATE PER FRONT FOOT	PROPOSED ASSESSMENT
323123430081	1441 85TH AVE NE	KUELBS INVESTMENTS LP	53.0	\$79.76	\$4,227.28
323123430052	8520 BALTIMORE ST NE	QWEST CORPORATION	147.0	\$79.76	\$11,724.72
323123430041	8538 BALTIMORE ST NE	QWEST CORPORATION	100.0	\$79.76	\$7,976.00
323123430040	8550 BALTIMORE ST NE	QWEST CORPORATION	100.0	\$79.76	\$7,976.00
323123430085	8683 CENTRAL AVE NE	FRESH PICKED PIZZA LLC	200.0	\$79.76	\$15,952.00
323123420050	8701 CENTRAL AVE NE	MILINARCIK PROPERTIES LLC	118.4	\$79.76	\$9,443.58
TOTALS			718.4		\$57,299.58

PROJECT 22-05
2022 89TH AVENUE AND DAVENPORT AREA STREET RECONSTRUCTION
JENKINS COURT NE AND 86TH LANE NE
CITY OF BLAINE
EXHIBIT NO. 2 - SINGLE FAMILY RESIDENTIAL
PROPOSED FINAL ASSESSMENT ROLL

ASSESSMENT RATE BREAKDOWN

ASSESSMENT RATE PER RESIDENTIAL LOT FOR MILL/OVERLAY = \$663.00

PROPERTY PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT	PROPOSED ASSESSMENT
333123330034	8516 JENKINS CT NE	NGUYEN MICHAEL Q	1	\$663.00	\$663.00
333123330040	8517 JENKINS CT NE	LY VINH & HA	1	\$663.00	\$663.00
333123330039	8535 JENKINS CT NE	LIMANEN MICHAEL D & KATHLEEN G	1	\$663.00	\$663.00
333123330038	8553 JENKINS CT NE	RANKINS, MELANIE JOY	1	\$663.00	\$663.00
333123330037	8571 JENKINS CT NE	NAVARRO, JOSE JESUS ZUNIGA	1	\$663.00	\$663.00
333123330036	8589 JENKINS CT NE	WORKNEH SEYOUM & MULUGETA Z	1	\$663.00	\$663.00
333123330035	8590 JENKINS CT NE	BELLAMY, DENNIS	1	\$663.00	\$663.00
333123330026	1800 86TH LN NE	BEDECHA, YOHANNES	1	\$663.00	\$663.00
333123330013	1801 86TH LN NE	TUCKER, TOMMY LEE	1	\$663.00	\$663.00
333123330025	1812 86TH LN NE	IACONO, KENNETH P	1	\$663.00	\$663.00
333123330014	1813 86TH LN NE	LOR, JULIE	1	\$663.00	\$663.00
333123330024	1824 86TH LN NE	CHRISTENSEN, SHARON	1	\$663.00	\$663.00
333123330015	1825 86TH LN NE	AHMED, ARAFA A	1	\$663.00	\$663.00
333123330023	1836 86TH LN NE	THAO, YEE R	1	\$663.00	\$663.00
333123330016	1837 86TH LN NE	KNOWLAN BRUCE W & MARY A	1	\$663.00	\$663.00
333123330030	1848 86TH LN NE	WELCOME, GREGORY L	1	\$663.00	\$663.00
333123330017	1849 86TH LN NE	CONROY, MARY E	1	\$663.00	\$663.00
333123330021	1860 86TH LN NE	COLLINS STEVEN DENNIS	1	\$663.00	\$663.00
333123330018	1861 86TH LN NE	SWENEY, JANE	1	\$663.00	\$663.00
333123330020	1872 86TH LN NE	MAKINEN NICHOLAS	1	\$663.00	\$663.00
333123330019	1873 86TH LN NE	BONNET PATRICK J & ROSEMARY K	1	\$663.00	\$663.00
TOTALS			21		\$13,923.00



City of Blaine Staff Report

File Number: RES 24-69

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

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

Agenda Item # 8.8

Resolution to Approve Joint Powers Agreement No. C0010584 with Anoka County for the Construction and Grading of Pedestrian Trail from 122nd Avenue NE to the Lexington Athletic Complex Trail System

Executive Summary

The City of Blaine Engineering and Parks departments have been working on a project to connect the gap in the pedestrian trails system along Lexington Avenue from Lexington Athletic Complex trail system to 122nd Avenue NE. Anoka County has agreed to incorporate Blaine's trail project into their 2024 Lexington Avenue mill and overlay project.

Background

The plans and specifications have been prepared to the City of Blaine's standards for the trail project. These plans and specifications have been incorporated into the Anoka County's plans and specifications for their mill and overlay project. This project will be bid soon with construction scheduled for fall 2024 (after Labor Day). Incorporating the trail project with Anoka County's larger project is anticipated to save time and money compared to the city bidding and constructing the trail as a stand-alone project.

Staff worked with Anoka County to prepare a Joint Powers Agreement (JPA). The JPA indicates that 100% of the cost for the trail project will be the City of Blaine's responsibility and 100% of the overlay project will be Anoka County's responsibility. The city will provide all required inspections of the trail during construction. The city will be 100% responsible for all future maintenance and ownership of the trail.

The total estimated construction cost of the City Project is \$105,900.

Strategic Plan Relationship

The project aligns with the City's strategic initiatives for Infrastructure Management and providing a Well-maintained Infrastructure.

Board/Commission Review

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

Financial Impact

The estimated construction costs are good faith projections of the costs, which will be incurred for this project. Actual costs will vary and those will be the costs for which the relevant parties will be responsible.

The total estimated construction cost of the City Project is \$105,900.

In lieu of the City compensating the County for the cost of administering the construction contract, the City agrees to cover all costs related to inspection of the City Project. The City shall also be responsible to measure and compute quantities for the City Project and providing this information to the County.

The 2024-2028 Capital Improvement Plan included \$150,000 in 2024 for project P2410 "Trails Development - Open Space" with funding provided by the Open Space Development Fund (405).

Public Outreach/Input

N/A

Staff Recommendation

Approve the Resolution

Attachment List

1. Trail-City of Blaine_JPA_final
2. MAP_ LEXINGTON TRAIL CONNECTION (1-12-24)



City of Blaine

Signature Copy

Resolution: RES 24-69

Resolution to Approve Joint Powers Agreement No. C0010584 with Anoka County for the Construction and Grading of Pedestrian Trail from 122nd Avenue NE to the Lexington Athletic Complex Trail System

WHEREAS, the County of Anoka and the City of Blaine agree to construct a pedestrian trail from 122nd Avenue NE to the Lexington Athletic Complex Trail System in accordance with Anoka County, City of Blaine, and the Minnesota Department of Transportation standards for the benefit of the public; and

WHEREAS, Minnesota Statutes Section 471.59 authorizes the County of Anoka to enter into an Agreement with the City of Blaine for the construction and grading of a pedestrian trail from 122nd Avenue NE to the Lexington Athletic Complex Trail System; and

WHEREAS, said Agreement details the responsibilities of the County of Anoka and the City of Blaine as to the costs associated with the construction and related activities of the project.

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

1. Joint Powers Agreement No. C0010584 between the County of Anoka and the City of Blaine with regard to the construction of the pedestrian trail from 122nd Avenue NE to the Lexington Athletic Complex Trail System is hereby approved.
2. The Mayor and City Manager are hereby authorized and directed to execute said agreement.

PASSED by the City Council of the City of Blaine this 1st day of April, 2024.

**JOINT POWERS AGREEMENT
FOR THE CONSTRUCTION AND GRADING OF PEDESTRIAN TRAIL
FROM 122nd AVE NE TO THE LEXINGTON ATHLETIC COMPLEX TRAIL SYSTEM
IN THE CITY OF BLAINE, MN
(SAP 002-617-032 & City Project No. 20-40)**

THIS AGREEMENT is made by the parties on the last date executed below, by and between the County of Anoka, a political subdivision of the State of Minnesota, 2100 Third Avenue, Anoka, Minnesota 55303, hereinafter referred to as "County", and the City of Blaine, 10801 Town Square Dr NE, Blaine, MN 55449, hereinafter referred to as "City"

WITNESSETH

WHEREAS, the parties to this agreement agree it is in the best interest of the public to construct a Lexington Athletic Complex Trail Connection from 122nd Avenue NE to Lexington Athletic Complex trail system with the County's 2024 mill and overlay program (hereinafter referred to as "County Project") and,

WHEREAS, the City has prepared plans to construct a trail connection from 122nd Avenue NE to Lexington Athletic Complex trail system (hereinafter referred to as "City Project"); and,

WHEREAS, the County has prepared final design plans for the County Project in accordance with Anoka County and the Minnesota Department of Transportation standards; and,

WHEREAS, the City has prepared final design plans for the City Project in accordance with City of Blaine standards; and,

WHEREAS, the parties agree that it is in their best interests to construct the improvements in each project under one contract, and the County shall be designated the lead contracting agency for the project; and,

WHEREAS, Minn. Stat. § 471.59 authorizes political subdivisions and municipalities of the state to enter into joint powers agreements for the joint exercise of powers common to each.

NOW, THEREFORE, IT IS MUTUALLY STIPULATED AND AGREED:

I. PURPOSE

The parties to this Joint Powers Agreement (JPA) agree in principle that joint construction of the County Project and City Project are in the best interest of the public for both parties.

II. METHOD

The County shall cause the construction of the County Project and City Project regarding cost allocation, maintenance and ownership responsibilities as described in this Agreement.

IMPROVEMENTS:

It is agreed by the parties that in 2024, the County Project and the City Project shall be constructed according to the terms herein.

PROJECT RESPONSIBILITIES:

The parties agree that the County shall be responsible for 100% of the County Project. The parties agree that the City shall be responsible for 100% of the City Project.

TRAFFIC CONTROL:

The parties understand and agree that access for local and emergency traffic will be maintained during construction. The parties agree the cost for the traffic control required for the County Project and City Project shall be the responsibility of the County.

PERMITS AND RIGHT OF WAY:

The City is responsible to obtain all and any permits and right of way required for the City project.

III. COSTS

The contract costs of the work, or if the work is not contracted, the cost of all labor, materials, normal engineering costs and equipment rental required to complete the work, shall constitute the "actual construction costs" and shall be so referred to herein. "Estimated construction costs" are good faith projections of the costs, which will be incurred for this project. Actual costs will vary and those will be the costs for which the relevant parties will be responsible.

The total estimated construction cost of the City Project is \$105,900.

The total estimated construction cost of the County Project is \$1,427,024.48.

In lieu of the City compensating the County for the cost of administering the construction contract, the City agrees to cover all costs related to inspection of the City Project. The City shall also be responsible to measure and compute quantities for the City Project and providing this information in a timely manner to the County.

Upon award of the contract, the City shall pay to the County, upon written demand by the County, ninety five percent (95%) of its portion of the cost of the project based on low bid unit prices.

After final completion of the project, the City's share of the construction cost will be based upon actual construction costs. If necessary, adjustments to the initial ninety five percent (95%) charged will be made in the form of credit or additional charges to the City's share. Also, the remaining five percent (5%) of the City's portion of the construction costs shall be paid.

The County agrees to submit to the City for review final quantities and cost within one year of project substantial completion.

IV. TERM / TERMINATION

This Agreement shall become effective immediately upon execution and will remain in effect until the Project and all restoration activities are completed, *with exception* of the ownership and maintenance provisions within this Agreement which shall continue indefinitely and survive termination of this JPA.

V. DISBURSEMENT OF FUNDS

All funds disbursed by the County or City pursuant to this Agreement shall be disbursed by each entity pursuant to the method provided by law.

VI. CONTRACTS AND PURCHASES

All contracts let and purchases made pursuant to this Agreement shall be made by the County in conformance to the State laws.

VII. STRICT ACCOUNTABILITY

A strict accounting shall be made of all funds and report of all receipts and shall be made upon request by either party. Prior to City payment to the County, the County shall provide the City a copy of all cost participation documents to assist the City in their funding.

IX. MAINTENANCE/OWNERSHIP

- A. Maintenance and ownership of the City Project is the sole obligation of the City.
- B. Maintenance and ownership of the County Project is the sole obligation of the County.
- C. Maintenance of crosswalk pavement markings shall be determined in the signal agreement for 122nd Avenue NE and Lexington Avenue NE, contract number C0010479

X. NOTICE

For purposes of delivery of any notices herein, the notice shall be effective if delivered to the County Administrator of Anoka County, 2100 Third Avenue, Anoka, Minnesota 55303, on behalf of the County, and to the City Manager of Blaine, 10801 Town Square Dr. NE, Blaine, MN 55449, on behalf of the City.

XI. INDEMNIFICATION

The City and County mutually agree to indemnify and hold harmless each other from any claims, losses, costs, expenses or damages resulting from the acts or omissions of the respective officers, agents, or employees relating to activities conducted by either party under this Agreement.

XII. ENTIRE AGREEMENT REQUIREMENT OF A WRITING

It is understood and agreed that the entire agreement of the parties is contained herein and that this Agreement supersedes all oral agreements and all negotiations between the parties relating to the subject matter thereof, as well as any previous agreement presently in effect between the parties to the subject matter thereof. Any alterations, variations, or modifications of the provisions of this Agreement shall be valid only when they have been reduced to writing and duly signed by the parties.

XIII. COUNTERPARTS

This Agreement may be executed in any number of counterparts, each one of which shall be deemed to be an original, but all such counterparts together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties of this Agreement have hereunto set their hands on the dates written below:

COUNTY OF ANOKA

CITY OF BLAINE

By: _____
Dee Guthman
Interim County Administrator

By: _____
Tim Sanders
Mayor

Dated: _____

By: _____
Michelle Wolfe
City Manager

Dated: _____

RECOMMENDED FOR APPROVAL:

By: _____
Joseph J. MacPherson, P.E.
Transportation Division Manager

APPROVED AS TO FORM AND EXECUTION:

By: _____
Christine V. Carney
Assistant County Attorney

CONSTRUCTION PLANS FOR:
IMPROVEMENT PROJECT 20-40
LEXINGTON ATHLETIC COMPLEX TRAIL CONNECTION

PROJECT LOCATION MAP

LEGEND

EXISTING

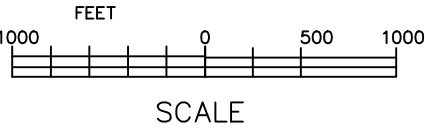
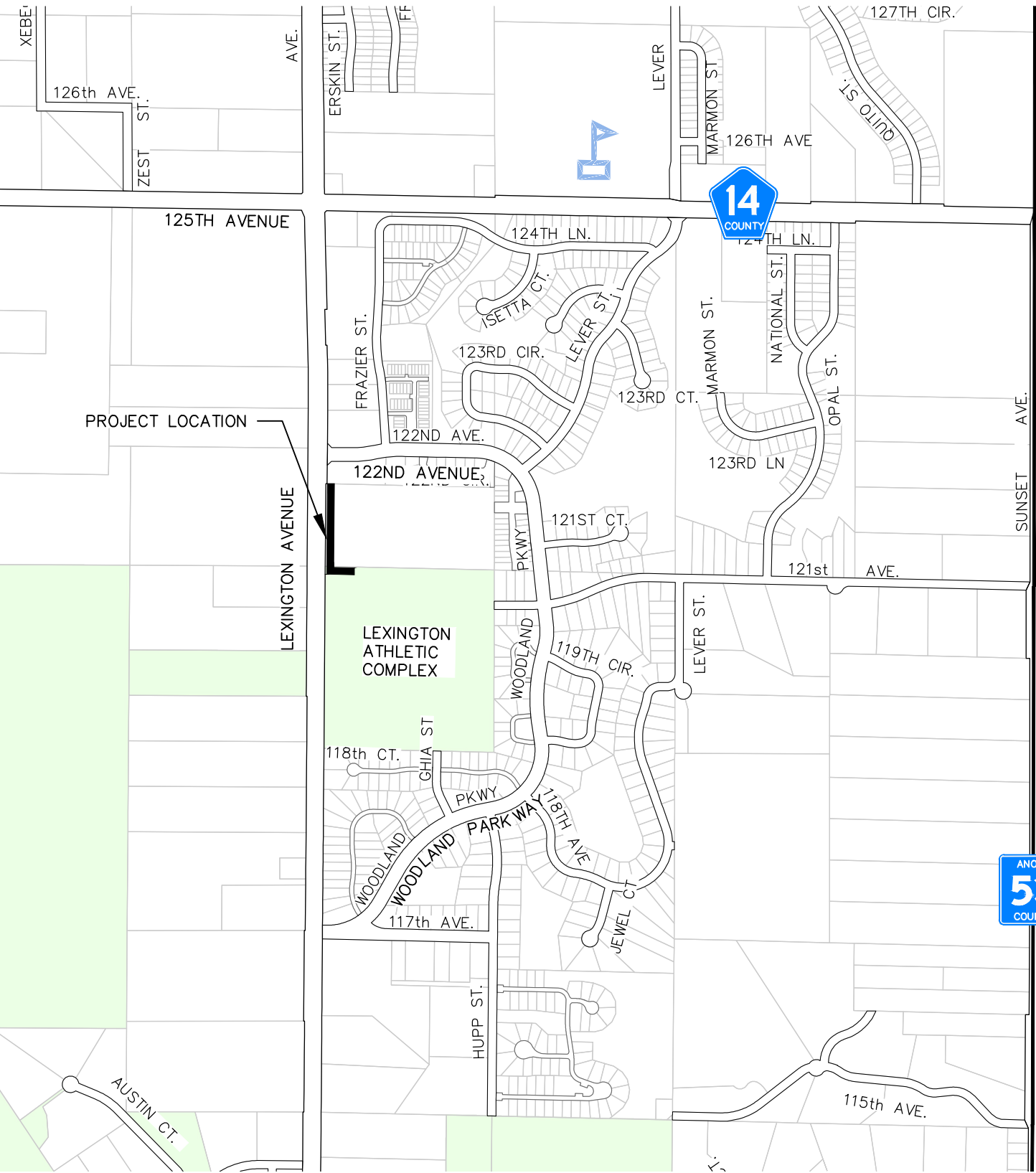
- STORM SEWER & MANHOLE
- SANITARY SEWER & MANHOLE
- WATERMAIN, HYDRANT, VALVE & MANHOLE
- CULVERT
- BULKHEAD
- UNDERGROUND TELEPHONE LINE
- TELEPHONE MANHOLE
- UNDERGROUND ELECTRIC LINE
- ELECTRIC MANHOLE
- GAS MAIN & VALVE
- STREET LIGHT
- MAILBOX
- TRAFFIC SIGN
- STREET SIGN
- POWER POLE W/ GUY WIRE
- DECIDUOUS TREE
- CONIFEROUS TREE
- BUSH - SHRUB
- HEDGE
- WOODED AREA
- FENCE
- GUARD RAIL
- DITCH
- TRAFFIC SIGNAL POLE
- HANDHOLE
- CONCRETE CURB & GUTTER
- BITUMINOUS CURB
- CONCRETE PAVEMENT
- BUILDING
- SECTION LINE
- QUARTER LINE
- SIXTEENTH LINE
- RIGHT OF WAY LINE

PROPOSED

- CONSTRUCTION LIMITS
- CONSTRUCTION CENTERLINE
- RIGHT OF WAY LINE
- STORM SEWER & MANHOLE
- SANITARY SEWER & MANHOLE
- WATERMAIN, HYDRANT, VALVE & MANHOLE
- CULVERT
- CATCH BASIN
- BULKHEAD
- CONCRETE CURB & GUTTER

NOTES:

1. THE EXACT LOCATION OF UNDERGROUND UTILITIES SUCH AS GAS, TELEPHONE, FIBEROPTIC, ELECTRIC, CABLE TV AND PIPELINES ARE UNKNOWN. THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL BEFORE COMMENCING AND CONSTRUCTION OR EXCAVATION. GOPHER STATE ONE CALL SYSTEM.....1-800-252-1666
2. THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."
3. ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE MMUTCD, INCLUDING "FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS" - CURRENT EDITION.
4. THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION AND THE 2020 EDITION OF THE MATERIALS LAB SUPPLEMENTAL FOR CONSTRUCTION SHALL GOVERN EXCEPT AS MODIFIED BY THE SPECIFICATIONS FOR THIS PROJECT.



ENGINEERING DEPARTMENT
10801 Town Square Dr NE Blaine, Minnesota 55449
Phone (763) 785-6172

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.

Brent Larson
BRENT LARSON, PE

Date: 1/12/24 Minnesota Lic. No. 45850

INDEX TO PLANS

SHEET NO.	DESCRIPTION
1	TITLE SHEET
2	QUANTITIES AND NOTES
3	TEMPORARY TRAFFIC CONTROL PLAN
4	REMOVALS, GRADING AND EROSION CONTROL
5-6	PLAN AND PROFILE
7-13	DETAILS
1X-3X	CROSS SECTIONS



City of Blaine Staff Report

File Number: 2024-89

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

Approval of Consent Agenda: - Brian Podany, Safety Services Manager/Police Chief

Agenda Item # 8.9

Approve Annual Payment of JLEC Shared Costs for the Public Safety Data System (PSDS)

Executive Summary

Staff requests Council approval of the 2024 payment of \$100,793.00 for the annual shared costs of the Public Safety Data System (PSDS), pursuant to Section 6.05 of the City Charter which requires Council approval of all purchases or contracts over \$50,000.

Background

The Anoka County Joint Law Enforcement Council (JLEC) is a collaborative group composed of every law enforcement agency in Anoka County as well as elected officials from those entities. Together, they fund the Public Safety Data System (PSDS). The Blaine Police Department is part of this collaborative group and uses the PSDS software for our Records Management System, as well as the Computer Aided Dispatch system, and other collaborative items. Each year the Blaine Police Department is responsible for paying their shared costs of the PSDS system. This payment represents those costs, a total of \$100,793.00.

Strategic Plan Relationship

The PSDS system ensures that the Blaine Police Department has the needed software and resources to provide the essential public safety services to the community.

Board/Commission Review

None

Financial Impact

Funding for this expenditure was appropriated within the Police Departments 2024 General Fund operating budget, under the Police Records sub-division.

Public Outreach/Input

None

Staff Recommendation

Council approve the PSDS annual payment.

Attachment List

None



City of Blaine Staff Report

File Number: RES 24-71

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

Approval of Consent Agenda: - Brian Podany, Safety Services Manager/Police Chief

Agenda Item # 8.10

Resolution to Approve the 2024 Traffic Safety Vehicle Grant

Executive Summary

The Police Department applied for and was awarded a grant through the Minnesota Department of Public Safety - Office of Traffic Safety (OTS) to purchase and equip a vehicle with an elevated vantage point for the purpose of conducting traffic enforcement. The vehicle is to be used for the enforcement of speed, seat belt usage, DWI, aggressive/fatigued/distracted driving and may be used for grant funded Towards Zero Death (TZD) saturation events.

Background

The Office of Traffic Safety grant for a traffic enforcement vehicle provides up to \$72,325.00 with 20% city matching funds of \$14,465.00 for the purchase and outfitting of a special usage vehicle intended for the enforcement of traffic laws and ordinances. The police department intends to draw the 20% matching funds from the Public Safety Funds that were awarded to the city by the State of Minnesota in 2023. Matching funds include any costs associated with insuring the vehicle, routine maintenance, administration time, ordering equipment and planning community outreach events and any on-duty time meeting with DPS-OTS agents for the purpose of satisfying audits. Once executed, the grant is active from April 15, 2024, through June 30, 2025. Payments are made to the city on a reimbursement basis for all expenditures incurred following full execution of the grant agreement. It is anticipated that this will enhance our traffic presence and largely offset the cost of a squad.

Strategic Plan Relationship

This purchase of a Traffic Safety Vehicle through this grant aligns with the City's strategic plan goal #3 - Infrastructure Management, having Sustainable Capital Assets to meet the objectives of Enhancing Public Safety through directed Traffic Enforcement.

Board/Commission Review

None

Financial Impact

- The grant covers all costs associated with the purchase and outfitting of a specialty traffic enforcement vehicle up to \$72,325.00.
- The grant requires matching funds to be provided by the city of 20%, up to \$14,465.00 which the police department intends to draw from the Public Safety Funds allocated to the city in 2023 by the State of Minnesota.
- Reimbursement for any associated expenditures will occur between April 15, 2024, and June 30, 2025.
- 20% matching funds may include equipment costs, Insurance of the vehicle, routine maintenance, administration time ordering equipment, planning community outreach events and any on-duty time meeting with auditors from DPS-OTS.

The staff recommended budget amendments are included in the accompanying resolution.

Public Outreach/Input

None

Staff Recommendation

Approve the 2024 Traffic Safety Vehicle grant from the MN Department of Public Safety – Office of Traffic Safety. The Mayor, City Manager, and Police Chief's signatures are required on the attached Grant Contract Agreement.

Attachment List

1. 2024 Traffic Safety Vehicle Grant Agreement



City of Blaine

Signature Copy

Resolution: RES 24-71

Resolution to Approve the 2024 Traffic Safety Vehicle Grant

WHEREAS, the City of Blaine has prepared a grant proposal for the purpose of a Traffic Safety Vehicle; and

WHEREAS, the City of Blaine's Traffic Safety Vehicle Grant application was accepted and approved; and

WHEREAS, the Minnesota Department of Public Safety – Office of Traffic Safety selected Blaine to receive grant funding up to \$72,325.00; and

WHEREAS, the Minnesota Department of Public Safety – Office of Traffic Safety requires that the City of Blaine enter into an agreement that identifies the terms and conditions of the funding award; and

WHEREAS, Minn. Stat. § 465.03 requires a City to accept grants by resolution expressing the terms prescribed by the donor in full; and

WHEREAS, a resolution from the City Council authorizing the City of Blaine to accept grants is required.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Blaine, Anoka and Ramsey County, Minnesota as follows:

1. Acceptance of Traffic Safety Vehicle Grant funding for the City of Blaine is hereby authorized in accordance with the terms set forth herein.
2. The Mayor and City Manager are hereby authorized to execute the above agreement with the Minnesota Department of Public Safety – Office of Traffic Safety.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council of the City of Blaine, to approve the following revenue increases to the 2024 budget:

Fund/Account	Amount
Capital Equipment - Police Department - State Grants 410.40.460.462-3320	\$72,325

BE IT FURTHER RESOLVED the following expenditure increases to the 2024 budget:

Fund/Account	Amount
--------------	--------

Capital Equipment - Police Department - State Grants 410.40.460.462-4550	\$72,325
Public Safety Aid - Police Department - Motor Vehicle 417.40.400.401-4550	\$14,465

PASSED by the City Council of the City of Blaine this 1st day of April 2024.



Minnesota Department of Public Safety (“State”) Office of Traffic Safety 445 Minnesota Street, Suite 1620 St. Paul, Minn., 55101	Grant Program: 2024 Traffic Safety Vehicle Grant Contract Agreement No.: A-TSV24-2024-BLAINEPD-021
Grantee: Blaine Police Department 10801 Town Square Drive NE Blaine, Minn., 55449-0000	Grant Contract Agreement Term: Effective Date: April 15, 2024 Expiration Date: June 30, 2025
Grantee’s Authorized Representative: Sergeant Zachary Johnson Blaine Police Department 10801 Town Square Drive NE Blaine, Minn., 55449-0000 (763) 717-2650 zjohnson@blainemn.gov	Grant Contract Agreement Amount: Original Agreement \$ 72,325.00 Matching Requirement \$ 14,465.00
State’s Authorized Representative: Shannon Grabow Office of Traffic Safety 445 Minnesota Street, Suite 1620 St. Paul, Minn., 55101 (651) 373-9671 shannon.grabow@state.mn.us	Federal Funding: CFDA/ALN: N/A FAIN: N/A State Funding: P0792B1 - Chap. 68, H.F. No 2887, Sec. 4 Public Safety, Subd. 5 Special Conditions Attached and incorporated into this grant contract agreement. See page 3.

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant contract agreement.

Term: Per Minn. Stat. §16B.98, Subd. 5, the Grantee must not begin work until this grant contract agreement is fully executed and the State's Authorized Representative has notified the Grantee that work may commence. Per Minn. Stat. §16B.98 Subd. 7, no payments will be made to the Grantee until this grant contract agreement is fully executed. Once this grant contract agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant contract agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant contract agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee, will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee’s approved 2024 Traffic Safety Vehicle Application [“Application”] which is incorporated by reference into this grant contract agreement and on file with the State at 445 Minnesota Street, Suite 1620, Saint Paul, Minnesota 55101. The Grantee shall also comply with all requirements referenced in the 2024 Traffic Safety Vehicle Program Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<https://app.dps.mn.gov/EGrants>), which are incorporated by reference into this grant contract agreement.

Budget Revisions: The breakdown of costs of the Grantee’s Budget is contained in Exhibit A, which is attached and incorporated into this grant contract agreement. As stated in the Grantee’s Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.

Matching Requirements: (If applicable.) As stated in the Grantee’s Application, the Grantee certifies that the



matching requirement will be met by the Grantee.

Payment: As stated in the Grantee's Application and Grant Program Guidance, the State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

Certification Regarding Lobbying: (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

1. ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15.

Signed: _____

Date: _____

3. STATE AGENCY

Signed: _____
(with delegated authority)

Title: _____

Date: _____

Grant Contract Agreement No./ P.O. No. A-TSV24-2024-BLAINEPD-021 / 3000094370

Project No.(indicate N/A if not applicable): 24-04-01

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

Signed: _____

Print Name: Tim Sanders

Title: Mayor, City of Blaine

Date: _____

Signed: _____

Print Name: Michelle Wolfe

Title: City Manager, City of Blaine

Date: _____

Signed: _____

Print Name: Brian Podany

Title: Safety Services Director/Police Chief

Date: _____

Distribution: DPS/FAS
Grantee
State's Authorized Representative



Special Conditions:

Survival of grant product: The Grantee must own and maintain property acquired with grant funds in a manner consistent with the original purpose of this grant and in accordance with grantee capital equipment policies and procedures. The Grantee shall not at any time during the useful life of the property (useful life defined as an estimate of the number of years the property remains in usable condition for the purpose intended as set forth in the grant agreement and associated documents), sell, dispose or convert property acquired pursuant to this grant to uses other than those specified, without the prior written approval of Grantor.

Organization: Blaine Police Department

Budget Summary

Budget				
Budget Category	State Reimbursement	Local Match		
Vehicle / Equipment				
Vehicle / Equipment	\$72,325.00	\$14,465.00		
Total	\$72,325.00	\$14,465.00		
Routine Maintenance / Insurance				
Routine Maintenance / Insurance - Match only	\$0.00	\$0.00		
Total	\$0.00	\$0.00		
Admin Time				
Admin Time - Agency Match	\$0.00	\$0.00		
Total	\$0.00	\$0.00		
Total	\$72,325.00	\$14,465.00		



City of Blaine Staff Report

File Number: RES 24-70

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

Approval of Consent Agenda: - Brian Podany, Safety Services Manager/Police Chief

Agenda Item # 8.11

Resolution to Approve the 2024 Intensive Comprehensive Peace Officer Education and Training Grant

Executive Summary

The Police Department applied for and was awarded the Intensive Comprehensive Peace Officer Education and Training Grant through the MN Department of Public Safety, Office of Justice Programs, for \$50,000. This grant provides for the recruitment and education of a Police Officer candidate who currently holds a two or four-year degree from a regionally accredited college or university in a field of study other than Law Enforcement.

Background

The Intensive Comprehensive Peace Officer Education and Training (ICPOET) Program provides grant funding to assist Minnesota law enforcement agencies with hiring. The ICPOET appropriation is designed to recruit candidates who may be interested in a career transition into law enforcement at a time when vacancies are high across the state.

The Office of Justice Programs will reimburse law enforcement agencies for the costs of a candidate who already holds a two or four-year degree from a regionally accredited college or university while they obtain the required Professional Peace Officer Education (PPOE). This includes the candidate's salary/fringe benefits and education/training while they are attending school in a cohort-style offering.

Strategic Plan Relationship

This police officer position aligns with the City's strategic plan goal #4 Organizational Health, having adequate staff to meet core public safety services for the community.

Board/Commission Review

None

Financial Impact

The financial chart below details the costs associated with the ICPOET program. The City of Blaine Police Department is responsible for \$2,607.00 which will be funded through the general operating budget. Staff recommended budget amendments are included in the accompanying resolution.

Budget Category	Costs
Personnel Compensation The cadet will be compensated at \$25.00/hour for the 5 days/week, 9 hours/day, 22-week training program	\$24,750.00
Payroll Tax and Fringe Benefits Are generally calculated at 29.32%	\$7,257.00
Training The ICPOET cohort training program at either Alexandria Technical Community College or Hennepin Technical College	\$20,600.00
Total	\$52,607.00
Less the ICPOET Grant Award Amount	(\$50,000.00)
TOTAL COST TO THE POLICE DEPARTMENT	\$2,607.00

Public Outreach/Input

None

Staff Recommendation

Approve the ICPOET Grant and incurred costs for the police department.

Attachment List

1. 2024 ICPOET Grant Agreement



City of Blaine

Signature Copy

Resolution: RES 24-70

Resolution to Approve the 2024 Intensive Comprehensive Peace Officer Education and Training Grant

WHEREAS, the City of Blaine has prepared a grant proposal for the purpose of Intensive Comprehensive Peace Officer Education and Training; and

WHEREAS, the City of Blaine's of Intensive Comprehensive Peace Officer Education and Training grant application was accepted and approved; and

WHEREAS, the MN Department of Public Safety, Office of Justice Programs selected Blaine to receive grant funding up to \$50,000.00; and

WHEREAS, the MN Department of Public Safety, Office of Justice Programs requires that the City of Blaine enter into an agreement that identifies the terms and conditions of the funding award; and

WHEREAS, Minn. Stat. § 465.03 requires a City to accept grants by resolution expressing the terms prescribed by the donor in full; and

WHEREAS, a resolution from the City Council authorizing the City of Blaine to accept grants is required.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Blaine, Anoka and Ramsey County, Minnesota as follows:

1. Acceptance of Intensive Comprehensive Peace Officer Education and Training grant funding for the City of Blaine is hereby authorized in accordance with the terms set forth herein.
2. The Mayor and City Manager are hereby authorized to execute the above agreement with the MN Department of Public Safety, Office of Justice Programs.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council of the City of Blaine, to approve the following revenue increases to the 2024 budget:

Fund/Account	Amount
General Fund - Police Department - State Grants 101.40.460.462-3320	\$50,000

BE IT FURTHER RESOLVED the following expenditure increases to the 2024 budget:

Fund/Account	Amount
--------------	--------

General Fund - Police Department - Compensation 101.40.460.462-4101	\$24,750
General Fund - Police Department - PERA 101.40.460.462-4121	\$4,381
General Fund - Police Department - Medicare 101.40.460.462-4123	\$359
General Fund - Police Department - Workers Compensation 101.40.460.462-4151	\$2,517
General Fund - Police Department - Training 101.40.460.466-4402	\$20,600

PASSED by the City Council of the City of Blaine this 1st day of April 2024.



Minnesota Department of Public Safety (“State”) Office of Justice Programs 445 Minnesota Street, Suite 2300 St. Paul, MN 55101-2139	Grant Program: Intensive Comprehensive Peace Officer Education and Training 2024 Grant Contract Agreement No.: A-ICPOE-2024-BLAINEPD-004
Grantee: City of Blaine Police Department 10801 Town Square Drive NE Blaine, Minnesota 55449	Grant Contract Agreement Term: Effective Date: 6/1/2024 Expiration Date: 6/30/2025
Grantee’s Authorized Representative: Brian Podany, Chief of Police City of Blaine Police Department 10801 Town Square Drive NE Blaine, Minnesota 55449 (763) 785-6196 bpodany@blainemn.gov	Grant Contract Agreement Amount: Original Agreement \$50,000.00 Matching Requirement \$0.00
State’s Authorized Representative: Kristin Lail, Grants Specialist Coordinator Office of Justice Programs 445 Minnesota Street, Suite 2300 St. Paul, MN 55101-2139 (651) 230-3358 Kristin.lail@state.mn.us	Federal Funding: CFDA/ALN: None FAIN: N/A State Funding: Minnesota Session Laws of 2023, Chapter 52, Article 2, Section 3, Subdivision 8. Special Conditions: None

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant contract agreement.

Term: The creation and validity of this grant contract agreement conforms with Minn. Stat. § 16B.98 Subdivision 5. Effective date is the date shown above or the date the State obtains all required signatures under Minn. Stat. § 16B.98, Subdivision 7, whichever is later. Once this grant contract agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant contract agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant contract agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee, will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee’s approved Intensive Comprehensive Peace Officer Education and Training 2024 Application (“Application”) which is incorporated by reference into this grant contract agreement and on file with the State at 445 Minnesota Street, Suite 2300, St. Paul, Minnesota, 55101-2139. The Grantee shall also comply with all requirements referenced in the Intensive Comprehensive Peace Officer Education and Training 2024 Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<https://app.dps.mn.gov/EGrants>), which are incorporated by reference into this grant contract agreement.

Budget Revisions: The breakdown of costs of the Grantee’s Budget is contained in Exhibit A, which is attached and incorporated into this grant contract agreement. As stated in the Grantee’s Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.

Matching Requirements: (If applicable.) As stated in the Grantee’s Application, the Grantee certifies that the matching requirement will be met by the Grantee.



Payment: As stated in the Grantee's Application and Grant Program Guidance, the State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

Certification Regarding Lobbying: (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

1. ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15.

Signed: _____

Date: _____

3. STATE AGENCY

Signed: _____
(with delegated authority)

Title: _____

Date: _____

Grant Contract Agreement No./ P.O. No. A-ICPOE-2024-BLAINEPD-004 / 3-94426

Project No.(indicate N/A if not applicable): N/A

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

Signed: _____

Print Name: Tim Sanders

Title: Mayor, City of Blaine

Date: _____

Signed: _____

Print Name: Michelle Wolfe

Title: City Manager, City of Blaine

Date: _____

Signed: _____

Print Name: Brian Podany

Title: Safety Services Director/Police Chief

Date: _____

Distribution: DPS/FAS
Grantee
State's Authorized Representative

Organization: Blaine Police Department

A-ICPOE-2024-BLAINEPD-004

Budget Summary

ICPOE: Intensive Comprehensive Police Officer Education and Training				
Budget Category	Award			
Personnel				
Personnel Costs (Salaries) for1 Cadet	\$25,000.00			
Total	\$25,000.00			
Payroll Taxes and Fringe				
Fringe benefits for cadet 1	\$4,400.00			
Total	\$4,400.00			
Travel and Training				
Training/Education of Cadet 1	\$20,600.00			
Total	\$20,600.00			
Total	\$50,000.00			



City of Blaine Staff Report

File Number: RES 24-66

Agenda Date	Status
April 1, 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 # 9.1

Conduct Public Hearing and Adopt a Resolution to vacate Drainage and Utility Easements, over all of Outlot A, Preserve at Lexington Waters Second Addition; According to the Recorded Plat Thereof, Anoka County, Minnesota; Vacation No. V24-02

Executive Summary

The City received a petition dated February 14, 2024 from Nathan Fair representing Blaine 2022 LLC, requesting the vacation of the Drainage and Utility Easements, over all of Outlot A, Preserve at Lexington Waters Second Addition; according to the recorded plat thereof, Anoka County, Minnesota; see Attached Exhibit A for Description.

Background

The property was originally platted as Outlot A, Preserve at Lexington Waters Second Addition. The existing drainage and utility easements are no longer needed and new easements will be platted in accordance to requirements with the platting of Preserve at Lexington Waters 3rd Addition. Engineering staff has reviewed the request and agrees with the vacation. New easements will be created with the recording of the plat for Preserve at Lexington Waters 3rd Addition.

Schedule of Actions

3/4/2024	Receive Petition and Order Public Hearing
4/1/2024	Public Hearing and Adopt Vacation Resolution

Strategic Plan Relationship

This item is part of the city's strategic plan for Growth Management.

Board/Commission Review

This item was not presented to any boards or commissions. Public input will be received by council at the Public Hearing.

Financial Impact

No Financial Impact to the city for this request.

Public Outreach/Input

Notice has been officially published for the calling of the Public Hearing on April 1, 2024.

Staff Recommendation

Conduct Public Hearing and by motion, adopt the Resolution.

Attachment List

1. Exhibit A
2. Petition signed



City of Blaine

Signature Copy

Resolution: RES 24-66

Conduct Public Hearing and Adopt a Resolution to vacate Drainage and Utility Easements, over all of Outlot A, Preserve at Lexington Waters Second Addition; According to the Recorded Plat Thereof, Anoka County, Minnesota; Vacation No. V24-02

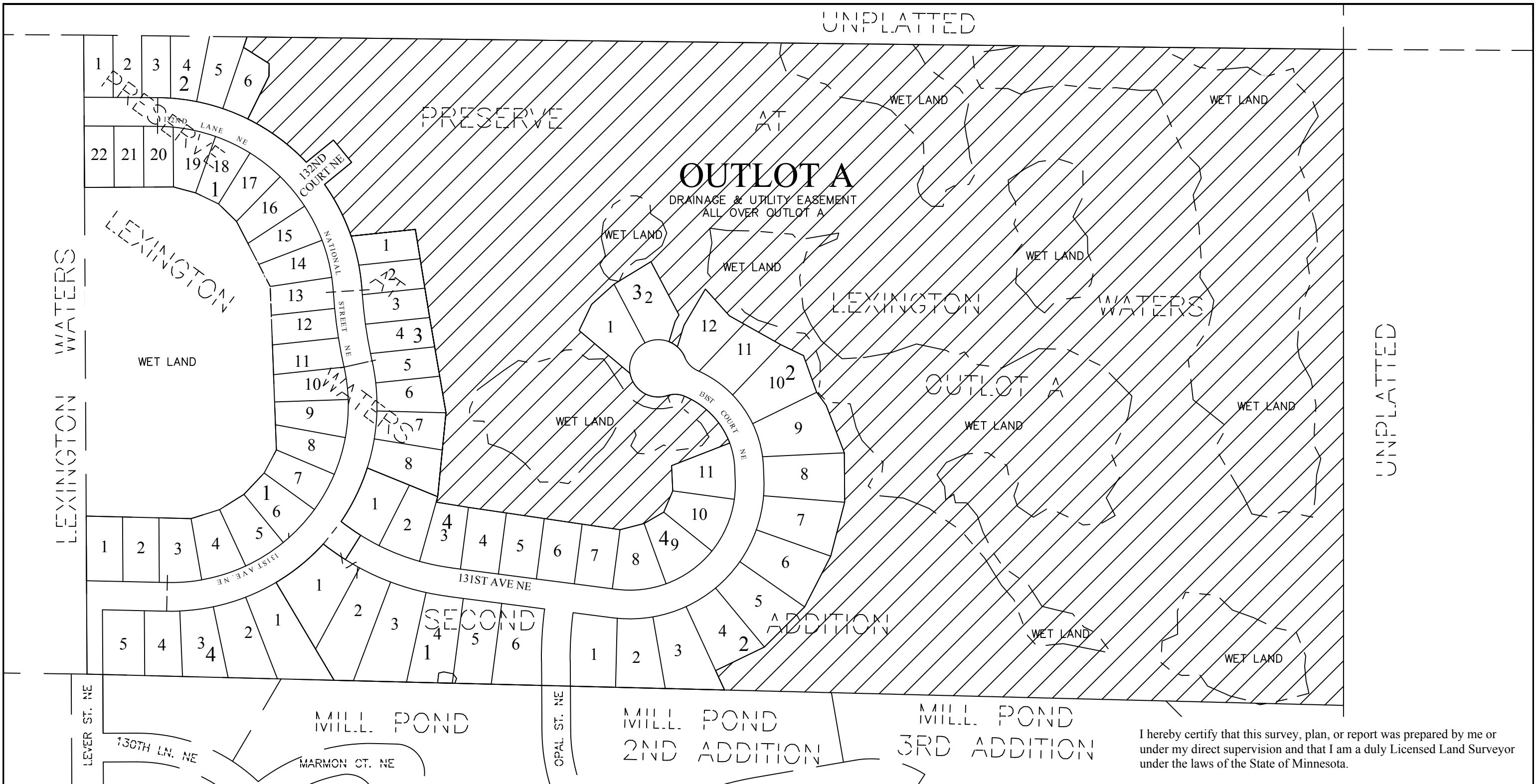
WHEREAS, the City Council has received a petition dated the 14th day of February, 2024, requesting the vacation of the Drainage and Utility Easements, over all of Outlot A, Preserve at Lexington Waters Second Addition; according to the recorded plat thereof, Anoka County, Minnesota; see Attached Exhibit A for Description; and

WHEREAS, the required public hearing notices were published and mailed, and the public hearing was held on the 1st day of April, 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. The vacation of the existing drainage and utility easement over all of Outlot A, Preserve at Lexington Waters Second Addition; according to the recorded plat thereof, Anoka County, Minnesota is hereby approved.

PASSED by the City Council of the City of Blaine this 1st day of April, 2024.



EASEMENT VACATION DESCRIPTION

A drainage and utility easement over all of Outlot A, PRESERVE AT LEXINGTON WATERS SECOND ADDITION, according to the recorded plat thereof, Anoka County, Minnesota.

Easement Area: 2,279,221 S.F.



~~~~~ Easement Vacation Area

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

Dated this 8th day of February, 2024.

*Colyn M. Tvete*

Colyn M. Tvete, PLS  
ctvete@sathre.com

Minnesota License No. 62269

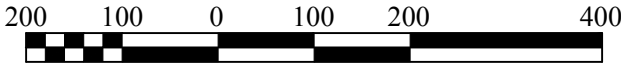
|                     |           |
|---------------------|-----------|
| SHEET: OL A D&U     | REVISIONS |
| JOB #:49368-066-202 |           |
| DRAWN BY: CMT       |           |
| CHECKED BY: DLS     |           |
| DATE: 2/8/2024      |           |



**SATHRE-BERGQUIST, INC.**

14000 25TH AVENUE NORTH, SUITE 120  
PLYMOUTH MN 55447 (952) 476-6000  
WWW.SATHRE.COM

**EXHIBIT A**  
**EASEMENT VACATION EXHIBIT**  
PREPARED FOR  
**BLAINE 2022 LLC**



SCALE IN FEET



## PETITION TO VACATE DRAINAGE AND UTILITY EASMENT

DATE

2/14/2024

**TO:** The Mayor and Council Members, City of Blaine:

The undersigned represent that they are the majority of owners of real property abutting:

**Outlot A, Preserves of Lexington Waters Second Addition, according to the recorded plat thereof,  
Anoka County, Minnesota, see Attached Exhibit A for Description**

and petition that said portion of said drainage and utility easements be vacated.

The facts and reasons for this application are as follows:

**The existing drainage and utility easements are no longer needed and new easements will be  
platted in accordance to requirements with the platting of Preserves of Lexington Waters 3<sup>rd</sup>  
Addition**

In consideration of vacating the drainage and utility easements as herein petitioned the undersigned hereby jointly and severally waive any and all claims for any damages resulting from the vacating and discontinuing of said drainage and utility easements.

| Signature of Owner                                                                                     | Address | Legal Description of Property                                       |
|--------------------------------------------------------------------------------------------------------|---------|---------------------------------------------------------------------|
| <br>BLAINE 2022 LLC |         | Outlot A; Preserves of Lexington Waters<br>2 <sup>nd</sup> Addition |
|                                                                                                        |         |                                                                     |
|                                                                                                        |         |                                                                     |

This petition was circulated by:

Name of Petitioner

BLAINE 2022 LLC/NATHAN FAIR

Telephone No.

763-438-2561

Street

13432 HANSON BLVD NW

City/State/Zip

ANDOVER, MN 55304

In accordance with the Minnesota Government Data Practices Act, the City of Blaine hereby informs you that some or all the information you are asked to provide is classified as private. Private data is available to you and to City staff who require it in the performance of their duties, but not to the public. The remainder of the information, including telephone numbers, is classified as public, and is available to the public. This information will be used to contact you in case of changes. You may choose to withhold this information, however if you do, the City of Blaine may not be able to process your application for the permit or license.



# City of Blaine Staff Report

File Number: RES 24-53

| Agenda Date   | Status     |
|---------------|------------|
| April 1, 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 # 9.2

Resolution Adopting Assessment for 2023 Southwest Area Street Reconstructions, Improvement Project No. 23-07

## Executive Summary

Improvement Project No. 23-07 was ordered by the City Council on December 19, 2022 with Resolution 22-207. A construction contract was awarded to Park Construction Company by the City Council on March 20, 2023 with Resolution No. 23-46 and construction was completed in the summer of 2023.

## Background

Improvement Project No. 23-07 included the following project areas:

### Project Area 1:

- 90th Avenue from Polk Street to cul-de-sac
- 90th Lane from Polk Street to Fillmore Street
- 91st Avenue from Polk Street to Pierce Street
- Taylor Street from 90th Lane to 91st Avenue
- Fillmore Street from 90th Lane to 91st Avenue
- Pierce Street from 89th Avenue to 91st Avenue

### Project Area 2:

- 3rd Street from 90th Avenue to 90th Lane
- 6th Street from 90th Avenue to 90th Lane
- 90th Avenue from 3rd Street to 6th Street
- 90th Lane from University Avenue to 7th Street

### Project Area 3:

- 92nd Avenue from University Avenue to 3rd Street
- 92nd Lane from University Avenue to 3rd Street
- 3rd Street from cul-de-sac to 92nd Lane

The total cost of the project is as follows:

|                            |                |
|----------------------------|----------------|
| Construction Costs:        | \$3,090,516.58 |
| Engineering Costs:         | \$550,911.93   |
| Interest:                  | \$32,013.99    |
| Administration, Assessing, | \$198,460.11   |
| Other:                     |                |
| Total:                     | \$3,871,902.61 |

The total project cost indicated in the Feasibility Report was \$5,040,490.00.

The Assessment Roll has been prepared consistent with the Feasibility Report. Of the total cost, the amount to be assessed is \$691,281.45. The Public Utility Funds will contribute \$652,187.41 for water and sanitary sewer improvements, and Pavement Management Program funds will contribute \$2,528,433.76.

### Strategic Plan Relationship

The 2023 Southwest Area Street Reconstructions project aligns with the City's strategic plan goal of infrastructure management by providing high-quality street surfaces.

### Board/Commission Review

Not applicable.

### Financial Impact

Assessments will be levied over 15 years and will be used to fund repayment of any debt issued for the project. That portion of the debt not funded via special assessments will be funded through an annual debt service tax levy. The amount to be assessed is \$691,281.45.

### Public Outreach/Input

The project itself and the assessment process has complied with all public notification requirements pursuant to MN Statutes, Chapter 429.

### Staff Recommendation

By motion, adopt the resolution.

#### Attachment List

1. 23-07 Location Map
2. 23-07 Proposed Final Assessment Roll





# City of Blaine

## Signature Copy

Resolution: RES 24-53

### **Resolution Adopting Assessment for 2023 Southwest Area Street Reconstructions, Improvement Project No. 23-07**

**WHEREAS**, a contract was entered into for concrete curb and gutter, asphalt surfacing replacement, replacement of certain water main valves and hydrants, traffic control signage, storm sewer installation, and appurtenant construction in the following described areas:

#### **Project Area 1:**

- 90th Avenue from Polk Street to cul-de-sac
- 90th Lane from Polk Street to Fillmore Street
- 91st Avenue from Polk Street to Pierce Street
- Taylor Street from 90th Lane to 91st Avenue
- Fillmore Street from 90th Lane to 91st Avenue
- Pierce Street from 89th Avenue to 91st Avenue

#### **Project Area 2:**

- 3rd Street from 90th Avenue to 90th Lane
- 6th Street from 90th Avenue to 90th Lane
- 90th Avenue from 3rd Street to 6th Street
- 90th Lane from University Avenue to 7th Street

#### **Project Area 3:**

- 92nd Avenue from University Avenue to 3rd Street
- 92nd Lane from University Avenue to 3rd Street
- 3rd Street from cul-de-sac to 92nd Lane

**AND WHEREAS**, the construction cost for such improvement is \$3,090,516.58 and the expenses incurred in the making of said improvements amount to be \$781,386.03 making the total cost \$3,871,902.61.

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

1. The proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the improvement in the amount of the assessment levied against it.
2. The owner of any property so assessed may within thirty (30) days of the adoption of this resolution pay the whole of the assessment with no interest to the City's Special Assessment Clerk or make partial prepayment in the amount of at least ten percent (10%) of the total assessment to the City's Special

Assessment Clerk with no interest. Any remaining assessment will be payable according to this resolution.

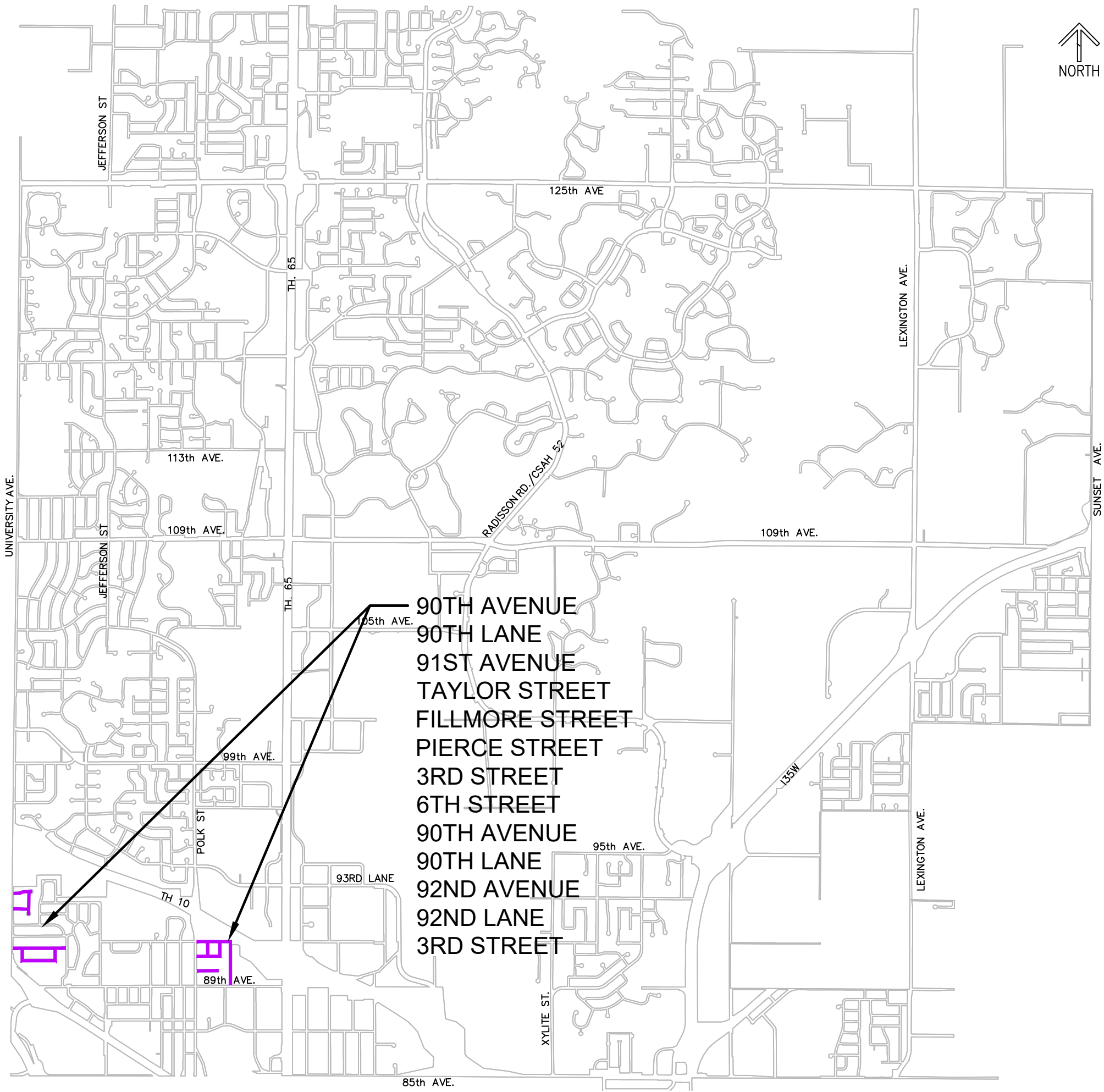
3. Assessments shall be payable in annual installments extending over a period of fifteen (15) years. The first of the installments to be payable on or before the first Monday in January, 2025. Installments shall bear interest at the rate of five and five tenths percent (5.5%) per annum from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2024. To each subsequent installment when due shall be added interest for one (1) year on all unpaid installments.

4. The owner of any property so assessed may, at any time prior to certification of the assessment to the county Auditor, as herein provided, pay the whole of the assessment against any parcel with interest accrued to the date of payment to the City's Special Assessment Clerk, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this resolution; and he may at any time thereafter prior to November 15 pay to the City's Special Assessment Clerk the entire amount of the assessment remaining unpaid with the interest accrued to December 31st of the year in which such payment is made.

5. The owner of any property so assessed may at any time thereafter pay to the City's Special Assessment Clerk the remaining principal after payment of the current installment prior to November 15 of any year with no further interest charged on the remaining principal.

6. The City Manager shall forthwith transmit a certified duplicate copy of this assessment to the County Auditor to be extended on the proper tax lists of the County and such assessments shall be collected and paid in the same manner as other municipal taxes.

**PASSED** by the City Council of the City of Blaine this 1st day of April, 2024



# 2023 SOUTHWEST AREA STREET RECONSTRUCTIONS

CITY OF BLAINE  
PAVEMENT MANAGEMENT PROGRAM



ENGINEERING DEPARTMENT  
10801 Town Square Drive, Blaine, Minnesota 55449  
Phone (763) 785-6172

## 2023 SOUTHWEST AREA STREET RECONSTRUCTION - AREA 1

**FILLMORE ST, TAYLOR ST (90TH LN TO 91ST AVE), PIERCE ST (89TH AVE TO 91ST AVE)  
90TH AVE (POLK ST TO CUL-DE-SAC), 90TH LANE (POLK ST TO FILLMORE ST), 91ST AVE (POLK ST TO PIERCE ST)**

CITY OF BLAINE

**EXHIBIT NO. 1A - SINGLE FAMILY RESIDENTIAL  
PROPOSED FINAL ASSESSMENT ROLL**

| ASSESSMENT RATE BREAKDOWN                  |                  |                                                                                                                                                       |                                            |                                          |                                          |
|--------------------------------------------|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|------------------------------------------|------------------------------------------|
| CONSTRUCTION COSTS*                        | \$1,043,425      | *(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, INFILTRATION CELLS, DRIVEWAY REPLACEMENT, SIDEWALK, AND LANDSCAPING/IRRIGATION COSTS) |                                            |                                          |                                          |
| ADMINISTRATIVE COSTS                       | \$263,813        |                                                                                                                                                       |                                            |                                          |                                          |
| TOTAL COST                                 | \$1,307,238      |                                                                                                                                                       |                                            |                                          |                                          |
| RESIDENTIAL ASSESSMENT RATE                | x 35%            | TOTAL FRONT FOOTAGE                                                                                                                                   | RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT |                                          |                                          |
| ASSESSABLE COST                            | \$457,533 ÷      | 8706.6 LF                                                                                                                                             | =                                          | \$52.55                                  |                                          |
| RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT |                  | ASSESSABLE SINGLE FAMILY RESIDENTIAL FOOTAGE                                                                                                          | AMOUNT ASSESSED                            | ASSESSABLE RESIDENTIAL LOT UNITS         | ASSESSMENT RATE PER RESIDENTIAL LOT UNIT |
| \$52.55                                    | X                | 4761.7 LF                                                                                                                                             | =                                          | \$250,226.28 ÷                           | 60 = \$4,170.44                          |
| PROPERTY PIN                               | PROPERTY ADDRESS | PROPERTY OWNER                                                                                                                                        | ASSESSABLE RESIDENTIAL LOT UNITS           | ASSESSMENT RATE PER RESIDENTIAL LOT UNIT | PROPOSED ASSESSMENT                      |
| 323123230022                               | 1024 90TH AVE NE | VERKENNIS PAUL D & KAREN L                                                                                                                            | 1                                          | \$4,170.44                               | \$4,170.44                               |
| 323123230034                               | 1025 90TH AVE NE | SILVIS, JOHN                                                                                                                                          | 1                                          | \$4,170.44                               | \$4,170.44                               |
| 323123230018                               | 1034 90TH AVE NE | VAN CLEAVE, RANDALL                                                                                                                                   | 1                                          | \$4,170.44                               | \$4,170.44                               |
| 323123230014                               | 1035 90TH AVE NE | JOHNSON, PENNY M                                                                                                                                      | 1                                          | \$4,170.44                               | \$4,170.44                               |
| 323123230023                               | 1042 90TH AVE NE | COSTELLO, STEPHEN                                                                                                                                     | 1                                          | \$4,170.44                               | \$4,170.44                               |
| 323123230015                               | 1045 90TH AVE NE | DODGE KENNETH L & KIM                                                                                                                                 | 1                                          | \$4,170.44                               | \$4,170.44                               |
| 323123230024                               | 1048 90TH AVE NE | HARMS, MARY ANN                                                                                                                                       | 1                                          | \$4,170.44                               | \$4,170.44                               |
| 323123230027                               | 1055 90TH AVE NE | OISHI, BECKY A                                                                                                                                        | 1                                          | \$4,170.44                               | \$4,170.44                               |
| 323123230025                               | 1062 90TH AVE NE | HAMM MATTHEW C & KARI P                                                                                                                               | 1                                          | \$4,170.44                               | \$4,170.44                               |
| 323123230035                               | 1065 90TH AVE NE | LEWIS, JASON                                                                                                                                          | 1                                          | \$4,170.44                               | \$4,170.44                               |
| 323123230026                               | 1068 90TH AVE NE | SIMPSON, RAYMOND                                                                                                                                      | 1                                          | \$4,170.44                               | \$4,170.44                               |
| 323123230072                               | 1026 90TH LN NE  | JACKSON, JOSEPH A                                                                                                                                     | 1                                          | \$4,170.44                               | \$4,170.44                               |
| 323123230071                               | 1034 90TH LN NE  | O'GORMAN, ROBYN SUZANNE                                                                                                                               | 1                                          | \$4,170.44                               | \$4,170.44                               |
| 323123230001                               | 1042 90TH LN NE  | AYENA, ZEMBABA                                                                                                                                        | 1                                          | \$4,170.44                               | \$4,170.44                               |
| 323123230078                               | 1050 90TH LN NE  | DZYUBANYUK PETR & LYUDMILA                                                                                                                            | 1                                          | \$4,170.44                               | \$4,170.44                               |
| 323123230077                               | 1058 90TH LN NE  | AHMED, AHMED A                                                                                                                                        | 1                                          | \$4,170.44                               | \$4,170.44                               |
| 323123230076                               | 1066 90TH LN NE  | RAY, GOUTAM K                                                                                                                                         | 1                                          | \$4,170.44                               | \$4,170.44                               |

| ASSESSMENT RATE BREAKDOWN                  |                                              |                               |                                                                                                                                                       |                                            |                                          |
|--------------------------------------------|----------------------------------------------|-------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|------------------------------------------|
| CONSTRUCTION COSTS*                        |                                              | \$1,043,425                   | *(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, INFILTRATION CELLS, DRIVEWAY REPLACEMENT, SIDEWALK, AND LANDSCAPING/IRRIGATION COSTS) |                                            |                                          |
| ADMINISTRATIVE COSTS                       |                                              | \$263,813                     |                                                                                                                                                       |                                            |                                          |
| TOTAL COST                                 |                                              | \$1,307,238                   |                                                                                                                                                       |                                            |                                          |
| RESIDENTIAL ASSESSMENT RATE                |                                              | x 35%                         | TOTAL FRONT FOOTAGE                                                                                                                                   | RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT |                                          |
| ASSESSABLE COST                            |                                              | \$457,533 ÷                   | 8706.6 LF                                                                                                                                             | =                                          | \$52.55                                  |
|                                            |                                              |                               |                                                                                                                                                       |                                            |                                          |
| RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT | ASSESSABLE SINGLE FAMILY RESIDENTIAL FOOTAGE | AMOUNT ASSESSED               |                                                                                                                                                       | ASSESSABLE RESIDENTIAL LOT UNITS           | ASSESSMENT RATE PER RESIDENTIAL LOT UNIT |
| \$52.55                                    | X                                            | 4761.7 LF                     | =                                                                                                                                                     | \$250,226.28 ÷                             | 60 = \$4,170.44                          |
| PROPERTY PIN                               | PROPERTY ADDRESS                             | PROPERTY OWNER                | ASSESSABLE RESIDENTIAL LOT UNITS                                                                                                                      | ASSESSMENT RATE PER RESIDENTIAL LOT UNIT   | PROPOSED ASSESSMENT                      |
| 323123230041                               | 9031 FILLMORE ST NE                          | JOHNSON, HENRY R              | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230002                               | 9035 FILLMORE ST NE                          | MARTINEAU DANIEL P & ROBIN L  | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230091                               | 9043 FILLMORE ST NE                          | GESSELL, ASHLEY M             | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230055                               | 9048 FILLMORE ST NE                          | LOPEZ JOEL A RIVAS            | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230054                               | 9054 FILLMORE ST NE                          | GEMMILL, TROY D               | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230053                               | 9060 FILLMORE ST NE                          | MATTHEWS DONALD J & RUBEN T K | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230083                               | 9061 FILLMORE ST NE                          | PRICE JED J & ALICE I         | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230037                               | 9065 FILLMORE ST NE                          | IH4 PROPERTY MINNESOTA LP     | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230052                               | 9066 FILLMORE ST NE                          | BLAUERT RICHARD L             | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230051                               | 9070 FILLMORE ST NE                          | SLOTVIG PHILIP L & K E        | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230095                               | 9073 FILLMA ST NE                            | TUCHO, BILISUMMAA M           | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230092                               | 8927 PIERCE ST NE                            | VOAKLANDER, DANIEL            | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230093                               | 8935 PIERCE ST NE                            | HELAL, SALMA MUHAMMED         | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230007                               | 8957 PIERCE ST NE                            | SAARELA TRUSTEE, MARY LOU     | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230008                               | 8963 PIERCE ST NE                            | IVERSON, ANDREW DANIEL        | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230006                               | 8967 PIERCE ST NE                            | HARRIER, GERADLINE E          | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230049                               | 8991 PIERCE ST NE                            | KIM, LAURA E                  | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230005                               | 9011 PIERCE ST NE                            | GROSSMAN, GLEN                | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230048                               | 9023 PIERCE ST NE                            | AHMED ADAM IQBAL              | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230047                               | 9027 PIERCE ST NE                            | POWERS, DAVID                 | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230004                               | 9031 PIERCE ST NE                            | KROGER RICHARD A II & C M     | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230040                               | 9032 PIERCE ST NE                            | BUTLER JAMES E                | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230046                               | 9035 PIERCE ST NE                            | PRACHT, LESLIE A              | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230003                               | 9036 PIERCE ST NE                            | ENLOE, DEBRA SUE              | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230045                               | 9039 PIERCE ST NE                            | SVARE ROGER L & JOAN E        | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230090                               | 9040 PIERCE ST NE                            | WITZMAN, KAYLE                | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230044                               | 9043 PIERCE ST NE                            | JOHNSON, DARREN A             | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230084                               | 9044 PIERCE ST NE                            | WHITENECK L M & SHUSTA J M    | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230043                               | 9047 PIERCE ST NE                            | REHMER, PHILIP C              | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |

| ASSESSMENT RATE BREAKDOWN                  |                   |                                              |                                                                                                                                                       |                                            |                                          |
|--------------------------------------------|-------------------|----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|------------------------------------------|
| CONSTRUCTION COSTS*                        |                   | \$1,043,425                                  | *(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, INFILTRATION CELLS, DRIVEWAY REPLACEMENT, SIDEWALK, AND LANDSCAPING/IRRIGATION COSTS) |                                            |                                          |
| ADMINISTRATIVE COSTS                       |                   | \$263,813                                    |                                                                                                                                                       |                                            |                                          |
| TOTAL COST                                 |                   | \$1,307,238                                  |                                                                                                                                                       |                                            |                                          |
| RESIDENTIAL ASSESSMENT RATE                |                   | x 35%                                        | TOTAL FRONT FOOTAGE                                                                                                                                   | RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT |                                          |
| ASSESSABLE COST                            |                   | \$457,533 ÷                                  | 8706.6 LF                                                                                                                                             | =                                          | \$52.55                                  |
|                                            |                   |                                              |                                                                                                                                                       |                                            |                                          |
| RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT |                   | ASSESSABLE SINGLE FAMILY RESIDENTIAL FOOTAGE | AMOUNT ASSESSED                                                                                                                                       | ASSESSABLE RESIDENTIAL LOT UNITS           | ASSESSMENT RATE PER RESIDENTIAL LOT UNIT |
| \$52.55                                    | X                 | 4761.7 LF                                    | =                                                                                                                                                     | \$250,226.28 ÷                             | 60 = \$4,170.44                          |
| PROPERTY PIN                               | PROPERTY ADDRESS  | PROPERTY OWNER                               | ASSESSABLE RESIDENTIAL LOT UNITS                                                                                                                      | ASSESSMENT RATE PER RESIDENTIAL LOT UNIT   | PROPOSED ASSESSMENT                      |
| 323123230038                               | 9048 PIERCE ST NE | HAMILTON, WANDA L                            | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230094                               | 9052 PIERCE ST NE | HANNAN, PATRICK                              | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230020                               | 8933 POLK ST NE   | NORDSTROM KYLE T                             | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230066                               | 9047 POLK ST NE   | LEITSCHUH, KARA                              | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230056                               | 9047 TAYLOR ST NE | TARNOWSKI TRUSTEE, TIMOTHY A                 | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230065                               | 9048 TAYLOR ST NE | HIGH MARK INVESTMENT 2 LLC                   | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230057                               | 9053 TAYLOR ST NE | OCEL, ROSEMARY C                             | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230064                               | 9054 TAYLOR ST NE | RUMPZA, BARBARA                              | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230058                               | 9059 TAYLOR ST NE | JOHNSON MARA                                 | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230063                               | 9060 TAYLOR ST NE | BOYLE MICHAEL J & R                          | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230059                               | 9065 TAYLOR ST NE | BEIMERT, PATRICK R                           | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230062                               | 9066 TAYLOR ST NE | BROWNE, KIMBERLY J                           | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230060                               | 9071 TAYLOR ST NE | CARRANZA BLANCA M E                          | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| 323123230061                               | 9072 TAYLOR ST NE | NEWKIRK, JENNIFER MICHELLE                   | 1                                                                                                                                                     | \$4,170.44                                 | \$4,170.44                               |
| TOTALS:                                    |                   |                                              | 60                                                                                                                                                    |                                            | \$250,226.40                             |

## 2023 SOUTHWEST AREA STREET RECONSTRUCTION - AREA 1

**FILLMORE ST, TAYLOR ST (90TH LN TO 91ST AVE), PIERCE ST (89TH AVE TO 91ST AVE)  
90TH AVE (POLK ST TO CUL-DE-SAC), 90TH LANE (POLK ST TO FILLMORE ST), 91ST AVE (POLK ST TO PIERCE ST)**

CITY OF BLAINE

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

| ASSESSMENT RATE BREAKDOWN |                   |                                                                                                                                                       |                           |                                                        |                                                                 |
|---------------------------|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|--------------------------------------------------------|-----------------------------------------------------------------|
| CONSTRUCTION COSTS*       | \$1,043,425       | *(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, INFILTRATION CELLS, DRIVEWAY REPLACEMENT, SIDEWALK, AND LANDSCAPING/IRRIGATION COSTS) |                           |                                                        |                                                                 |
| ADMINISTRATIVE COSTS      | \$263,813         |                                                                                                                                                       |                           |                                                        |                                                                 |
| TOTAL COST                | \$1,307,238       |                                                                                                                                                       | TOTAL COST PER FRONT FOOT | SCHOOL/<br>FIRE DEPARTMENT<br>ASSESSMENT<br>PERCENTAGE | SCHOOL/<br>FIRE DEPARTMENT<br>ASSESSMENT RATE PER<br>FRONT FOOT |
| ASSESSABLE COST           | \$1,307,238 ÷     |                                                                                                                                                       | 8706.6 LF                 | 35%                                                    | \$52.55                                                         |
|                           |                   |                                                                                                                                                       |                           |                                                        |                                                                 |
| PROPERTY PIN              | PROPERTY ADDRESS  | PROPERTY OWNER                                                                                                                                        | ASSESSABLE FRONT FOOTAGE  | ASSESSMENT RATE PER FRONT FOOT                         | PROPOSED ASSESSMENT                                             |
| 323123230088              | 1141 89TH AVE NE  | SPRING LAKE PARK FIRE DEPT                                                                                                                            | 159.1                     | \$52.55                                                | \$8,360.71                                                      |
| 323123230075              | 1074 90TH LN NE   | CALVIN CHRISTIAN SCHOOL MPLS                                                                                                                          | 143.7                     | \$52.55                                                | \$7,551.44                                                      |
| 323123230089              | 8966 PIERCE ST NE | CALVIN CHRISTIAN SCHOOL MPLS                                                                                                                          | 552.6**                   | \$52.55                                                | \$29,039.13                                                     |
| 323123230081              | UNASSIGNED        | CALVIN CHRISTIAN SCHOOL MPLS                                                                                                                          | 66.0                      | \$52.55                                                | \$3,468.30                                                      |
| TOTALS:                   |                   |                                                                                                                                                       | 921.4                     |                                                        | \$48,419.57                                                     |

\*\*Denotes 150' corner lot credit given

PROJECT 23-07  
2023 SOUTHWEST AREA STREET RECONSTRUCTION - AREA 2  
**3RD ST, 6TH ST (90TH AVE TO 90TH LN)**  
**90TH AVE (3RD ST TO 6TH ST), 90TH LN (UNIVERSITY AVE TO 7TH ST)**  
CITY OF BLAINE  
EXHIBIT NO. 2A - SINGLE FAMILY RESIDENTIAL  
PROPOSED FINAL ASSESSMENT ROLL

| ASSESSMENT RATE BREAKDOWN                  |                  |                                              |                                                                                                                                                       |                                            |                                          |
|--------------------------------------------|------------------|----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|------------------------------------------|
| CONSTRUCTION COSTS*                        |                  | \$650,084                                    | *(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, INFILTRATION CELLS, DRIVEWAY REPLACEMENT, SIDEWALK, AND LANDSCAPING/IRRIGATION COSTS) |                                            |                                          |
| ADMINISTRATIVE COSTS                       |                  | \$164,363                                    |                                                                                                                                                       |                                            |                                          |
| TOTAL COST                                 |                  | \$814,447                                    |                                                                                                                                                       |                                            |                                          |
| RESIDENTIAL RATE                           |                  | x 35%                                        | TOTAL FRONT FOOTAGE                                                                                                                                   | RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT |                                          |
| ASSESSABLE COST                            |                  | \$285,056                                    | ÷ 6260.7 LF                                                                                                                                           | =                                          | \$45.53                                  |
| RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT |                  | ASSESSABLE SINGLE FAMILY RESIDENTIAL FOOTAGE | AMOUNT ASSESSED                                                                                                                                       | ASSESSABLE RESIDENTIAL LOT UNITS           | ASSESSMENT RATE PER RESIDENTIAL LOT UNIT |
| \$45.53                                    | X                | 3849.1 LF                                    | = \$175,249.98                                                                                                                                        | ÷ 35                                       | = \$5,007.14                             |
| PROPERTY PIN                               | PROPERTY ADDRESS | PROPERTY OWNER                               | ASSESSABLE RESIDENTIAL LOT UNITS                                                                                                                      | ASSESSMENT RATE PER RESIDENTIAL LOT UNIT   | PROPOSED ASSESSMENT                      |
| 313123230048                               | 9001 6TH ST NE   | ELIASON JEREMY K                             | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230056                               | 9005 6TH ST NE   | WEINBECK JOSEPH B & KATHLEEN M               | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230055                               | 9007 6TH ST NE   | DAVISON, LINDSEY A                           | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230051                               | 9021 6TH ST NE   | LEVENE TRUSTEE, JACK M                       | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230041                               | 51 90TH AVE NE   | SHULTS DANIEL R & DIANE M                    | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230040                               | 61 90TH AVE NE   | TRUEBLOOD, MARIA R                           | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230039                               | 81 90TH AVE NE   | STOCKE, PATRICIA                             | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230038                               | 101 90TH AVE NE  | MDC 2000 INVESTMENTS INC                     | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230037                               | 121 90TH AVE NE  | RICHTER DOUGLAS J & JACQUILINE               | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230036                               | 141 90TH AVE NE  | KNAPPER, MICHAEL L                           | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230035                               | 161 90TH AVE NE  | HOPKINS DENNIS L & DENISE M                  | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230046                               | 170 90TH AVE NE  | REED-KUTZ, NICHOLAS C                        | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230047                               | 180 90TH AVE NE  | SPRATT, ANGELA J                             | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230034                               | 181 90TH AVE NE  | YOUNGBLOM, NATHAN R                          | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230013                               | 1 90TH LN NE     | CALLEJO ETHAN N & JOY K                      | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230015                               | 21 90TH LN NE    | MOUA, ADAM                                   | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230014                               | 41 90TH LN NE    | MARTINSON, DAVID E                           | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |



| ASSESSMENT RATE BREAKDOWN                  |                                              |                            |                                                                                                                                                       |                                            |                                          |
|--------------------------------------------|----------------------------------------------|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|------------------------------------------|
| CONSTRUCTION COSTS*                        |                                              | \$650,084                  | *(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, INFILTRATION CELLS, DRIVEWAY REPLACEMENT, SIDEWALK, AND LANDSCAPING/IRRIGATION COSTS) |                                            |                                          |
| ADMINISTRATIVE COSTS                       |                                              | <u>\$164,363</u>           |                                                                                                                                                       |                                            |                                          |
| TOTAL COST                                 |                                              | \$814,447                  |                                                                                                                                                       |                                            |                                          |
| RESIDENTIAL RATE                           |                                              | x 35%                      | TOTAL FRONT FOOTAGE                                                                                                                                   | RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT |                                          |
| ASSESSABLE COST                            |                                              | <u>\$285,056</u> ÷         | 6260.7 LF                                                                                                                                             | =                                          | \$45.53                                  |
|                                            |                                              |                            |                                                                                                                                                       |                                            |                                          |
| RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT | ASSESSABLE SINGLE FAMILY RESIDENTIAL FOOTAGE | AMOUNT ASSESSED            |                                                                                                                                                       | ASSESSABLE RESIDENTIAL LOT UNITS           | ASSESSMENT RATE PER RESIDENTIAL LOT UNIT |
| \$45.53                                    | X                                            | 3849.1 LF                  | =                                                                                                                                                     | \$175,249.98 ÷                             | 35 = \$5,007.14                          |
| PROPERTY PIN                               | PROPERTY ADDRESS                             | PROPERTY OWNER             | ASSESSABLE RESIDENTIAL LOT UNITS                                                                                                                      | ASSESSMENT RATE PER RESIDENTIAL LOT UNIT   | PROPOSED ASSESSMENT                      |
| 313123230026                               | 50 90TH LN NE                                | SHINDLER STEVEN C & R L    | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230016                               | 51 90TH LN NE                                | BELL LESTER E & HEIDE      | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230017                               | 61 90TH LN NE                                | DEY BRIAN D & ANNA M       | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230027                               | 70 90TH LN NE                                | MARTIN, JEFFREY C          | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230018                               | 81 90TH LN NE                                | LOWELL, LANCE L            | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230028                               | 90 90TH LN NE                                | DAY, LORRAINE S            | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230029                               | 100 90TH LN NE                               | CLEMENT TAYLOR             | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230019                               | 101 90TH LN NE                               | SYLVERS, CARRIE J          | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230030                               | 120 90TH LN NE                               | OPHEIM DELORES J           | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230020                               | 121 90TH LN NE                               | KIEL MARK & ANGELICA       | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230031                               | 160 90TH LN NE                               | SHOEMAKER KENNETH R        | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230021                               | 161 90TH LN NE                               | MATEUS, LUCIANA GODOY      | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230032                               | 180 90TH LN NE                               | JOHNSON DALE W & E C       | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230022                               | 181 90TH LN NE                               | EMERSON MICHAEL D & ALMA E | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230033                               | 190 90TH LN NE                               | SHORT, PHILLIP J           | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230023                               | 191 90TH LN NE                               | JOLLY JOHANN L DEGREE      | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230024                               | 201 90TH LN NE                               | ZAMORA, JUDY A             | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| 313123230025                               | 241 90TH LN NE                               | FIADJIGBE, ONIKA           | 1                                                                                                                                                     | \$5,007.14                                 | \$5,007.14                               |
| TOTALS:                                    |                                              |                            | 35                                                                                                                                                    |                                            | \$175,249.90                             |

PROJECT 23-07  
2023 SOUTHWEST AREA STREET RECONSTRUCTION - AREA 2  
**3RD ST, 6TH ST (90TH AVE TO 90TH LN)**  
**90TH AVE (3RD ST TO 6TH ST), 90TH LN (UNIVERSITY AVE TO 7TH ST)**  
CITY OF BLAINE  
EXHIBIT NO. 2B - COMMERCIAL/INDUSTRIAL  
PROPOSED FINAL ASSESSMENT ROLL

| ASSESSMENT RATE BREAKDOWN |                        |                                                                                                                                             |                          |                                |                                              |
|---------------------------|------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------------|----------------------------------------------|
| CONSTRUCTION COSTS*       | \$650,084              | *(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, INFILTRATION CELLS, DRIVEWAY REPLACEMENT, AND LANDSCAPING/IRRIGATION COSTS) |                          |                                |                                              |
| ADMINISTRATIVE COSTS      | \$164,363              |                                                                                                                                             |                          |                                |                                              |
| TOTAL COST                | \$814,447              |                                                                                                                                             | TOTAL FRONT FOOTAGE      | TOTAL COST PER FRONT FOOT      | COMMERCIAL/ INDUSTRIAL ASSESSMENT PERCENTAGE |
| ASSESSABLE COST           | \$814,447 ÷            |                                                                                                                                             | 6260.7 LF                | = \$130.09                     | X 50% = \$65.05                              |
| PROPERTY PIN              | PROPERTY ADDRESS       | PROPERTY OWNER                                                                                                                              | ASSESSABLE FRONT FOOTAGE | ASSESSMENT RATE PER FRONT FOOT | PROPOSED ASSESSMENT                          |
| 313123230043              | 20 90TH LN NE          | BLAINE ECONOMIC DEV AUTHORITY                                                                                                               | 129.5**                  | \$65.05                        | \$8,423.98                                   |
| 313123230058              | 8943 UNIVERSITY AVE NE | VICTORIA ESTATES LTD                                                                                                                        | 675.5**                  | \$65.05                        | \$43,941.28                                  |
| 313123230059              | 9011 UNIVERSITY AVE NE | BLAINE ECONOMIC DEV AUTHORITY                                                                                                               | 230.5                    | \$65.05                        | \$14,994.03                                  |
| 313123230042              | 9021 UNIVERSITY AVE NE | BLAINE ECONOMIC DEV AUTHORITY                                                                                                               | 120.8                    | \$65.05                        | \$7,858.04                                   |
| TOTALS:                   |                        |                                                                                                                                             | 1156.3                   |                                | \$75,217.32                                  |

\*\*Denotes 150' corner lot credit given

**3RD ST (CUL-DE-SAC TO 92ND LN)****92ND AVE (UNIVERSITY AVE TO 3RD ST), 92ND LN (UNIVERSITY AVE TO CUL-DE-SAC)**

CITY OF BLAINE

**EXHIBIT NO. 3A - SINGLE FAMILY RESIDENTIAL  
PROPOSED FINAL ASSESSMENT ROLL**

| <b>ASSESSMENT RATE BREAKDOWN</b>           |                                              |                            |                                                                                                                                                       |                                            |                                          |
|--------------------------------------------|----------------------------------------------|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|------------------------------------------|
| CONSTRUCTION COSTS*                        |                                              | \$378,822                  | *(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, INFILTRATION CELLS, DRIVEWAY REPLACEMENT, SIDEWALK, AND LANDSCAPING/IRRIGATION COSTS) |                                            |                                          |
| ADMINISTRATIVE COSTS                       |                                              | \$95,779                   |                                                                                                                                                       |                                            |                                          |
| TOTAL COST                                 |                                              | \$474,601                  |                                                                                                                                                       |                                            |                                          |
| RESIDENTIAL RATE                           |                                              | x 35%                      | TOTAL FRONT FOOTAGE                                                                                                                                   | RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT |                                          |
| <b>ASSESSABLE COST</b>                     |                                              | <b>\$166,110 ÷</b>         | <b>3384.0 LF</b>                                                                                                                                      | <b>=</b>                                   | <b>\$49.09</b>                           |
| RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT | ASSESSABLE SINGLE FAMILY RESIDENTIAL FOOTAGE | AMOUNT ASSESSED            |                                                                                                                                                       | ASSESSABLE RESIDENTIAL LOT UNITS           | ASSESSMENT RATE PER RESIDENTIAL LOT UNIT |
| <b>\$49.09</b>                             | <b>X</b>                                     | <b>2896.1 LF</b>           | <b>=</b>                                                                                                                                              | <b>\$142,168.08 ÷</b>                      | <b>38 =</b>                              |
|                                            |                                              |                            |                                                                                                                                                       |                                            | <b>\$3,741.27</b>                        |
| PROPERTY PIN                               | PROPERTY ADDRESS                             | PROPERTY OWNER             | ASSESSABLE RESIDENTIAL LOT UNITS                                                                                                                      | ASSESSMENT RATE PER RESIDENTIAL LOT UNIT   | PROPOSED ASSESSMENT                      |
| 313123220130                               | 9140 3RD ST NE                               | WREN LINDA K               | 1                                                                                                                                                     | \$3,741.27                                 | \$3,741.27                               |
| 313123220129                               | 9141 3RD ST NE                               | JIMENEZ, PABLO             | 1                                                                                                                                                     | \$3,741.27                                 | \$3,741.27                               |
| 313123220131                               | 9148 3RD ST NE                               | MICHNOWSKI, LEA            | 1                                                                                                                                                     | \$3,741.27                                 | \$3,741.27                               |
| 313123220128                               | 9149 3RD ST NE                               | KIMINSKI, DANIELLE M       | 1                                                                                                                                                     | \$3,741.27                                 | \$3,741.27                               |
| 313123220132                               | 9156 3RD ST NE                               | BAILEY, JOHN               | 1                                                                                                                                                     | \$3,741.27                                 | \$3,741.27                               |
| 313123220127                               | 9157 3RD ST NE                               | KOHEN, FABIAN              | 1                                                                                                                                                     | \$3,741.27                                 | \$3,741.27                               |
| 313123220126                               | 9165 3RD ST NE                               | LEDoux TRUSTEE, PATRICIA A | 1                                                                                                                                                     | \$3,741.27                                 | \$3,741.27                               |
| 313123220142                               | 9200 3RD ST NE                               | YANG, JERRY                | 1                                                                                                                                                     | \$3,741.27                                 | \$3,741.27                               |
| 313123220125                               | 9201 3RD ST NE                               | SUNDERLIN SCOTT C          | 1                                                                                                                                                     | \$3,741.27                                 | \$3,741.27                               |
| 313123220124                               | 9209 3RD ST NE                               | KNAPPER MICHAEL F & C M    | 1                                                                                                                                                     | \$3,741.27                                 | \$3,741.27                               |
| 313123220141                               | 9210 3RD ST NE                               | IHLENFELDT DONALD F        | 1                                                                                                                                                     | \$3,741.27                                 | \$3,741.27                               |
| 313123220123                               | 9217 3RD ST NE                               | AREGA, SILESHI S           | 1                                                                                                                                                     | \$3,741.27                                 | \$3,741.27                               |
| 313123220122                               | 9225 3RD ST NE                               | HEBERT, DANIEL J           | 1                                                                                                                                                     | \$3,741.27                                 | \$3,741.27                               |
| 303123330049                               | 9232 3RD ST NE                               | GISH DONALD S              | 1                                                                                                                                                     | \$3,741.27                                 | \$3,741.27                               |

| ASSESSMENT RATE BREAKDOWN                  |                                              |                               |                                                                                                                                                       |                                            |                                          |
|--------------------------------------------|----------------------------------------------|-------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|------------------------------------------|
| CONSTRUCTION COSTS*                        |                                              | \$378,822                     | *(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, INFILTRATION CELLS, DRIVEWAY REPLACEMENT, SIDEWALK, AND LANDSCAPING/IRRIGATION COSTS) |                                            |                                          |
| ADMINISTRATIVE COSTS                       |                                              | \$95,779                      |                                                                                                                                                       |                                            |                                          |
| TOTAL COST                                 |                                              | \$474,601                     |                                                                                                                                                       |                                            |                                          |
| RESIDENTIAL RATE                           |                                              | x 35%                         | TOTAL FRONT FOOTAGE                                                                                                                                   | RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT |                                          |
| ASSESSABLE COST                            |                                              | \$166,110 ÷                   | 3384.0 LF                                                                                                                                             | =                                          | \$49.09                                  |
|                                            |                                              |                               |                                                                                                                                                       |                                            |                                          |
| RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT | ASSESSABLE SINGLE FAMILY RESIDENTIAL FOOTAGE |                               | AMOUNT ASSESSED                                                                                                                                       | ASSESSABLE RESIDENTIAL LOT UNITS           | ASSESSMENT RATE PER RESIDENTIAL LOT UNIT |
| \$49.09                                    | X                                            | 2896.1 LF                     | =                                                                                                                                                     | \$142,168.08 ÷                             | 38 =                                     |
|                                            |                                              |                               |                                                                                                                                                       |                                            | \$3,741.27                               |
| PROPERTY PIN                               | PROPERTY ADDRESS                             | PROPERTY OWNER                |                                                                                                                                                       | ASSESSABLE RESIDENTIAL LOT UNITS           | ASSESSMENT RATE PER RESIDENTIAL LOT UNIT |
| 303123330043                               | 9233 3RD ST NE                               | YANG, TOUA                    |                                                                                                                                                       | 1                                          | \$3,741.27                               |
| 303123330048                               | 9240 3RD ST NE                               | KHANG, KAO NTXHEE             |                                                                                                                                                       | 1                                          | \$3,741.27                               |
| 303123330042                               | 9241 3RD ST NE                               | VOGEL PATRICK T & ARLENE A    |                                                                                                                                                       | 1                                          | \$3,741.27                               |
| 303123330041                               | 9249 3RD ST NE                               | ROMAN, FRANCISCO              |                                                                                                                                                       | 1                                          | \$3,741.27                               |
| 303123330040                               | 9257 3RD ST NE                               | CHRISTENSEN JEFFREY L & L M   |                                                                                                                                                       | 1                                          | \$3,741.27                               |
| 303123330039                               | 9267 3RD ST NE                               | KOON, GIFTY                   |                                                                                                                                                       | 1                                          | \$3,741.27                               |
| 313123220136                               | 10 92ND AVE NE                               | MENSAH DANIEL                 |                                                                                                                                                       | 1                                          | \$3,741.27                               |
| 313123220137                               | 11 92ND AVE NE                               | BONES, MATTHEW A              |                                                                                                                                                       | 1                                          | \$3,741.27                               |
| 313123220135                               | 18 92ND AVE NE                               | REYES DAVID M & PAMELA J      |                                                                                                                                                       | 1                                          | \$3,741.27                               |
| 313123220138                               | 19 92ND AVE NE                               | SHULTZ ROBERT D & D J         |                                                                                                                                                       | 1                                          | \$3,741.27                               |
| 313123220134                               | 26 92ND AVE NE                               | NICHOLSON JOHN E & J R        |                                                                                                                                                       | 1                                          | \$3,741.27                               |
| 313123220139                               | 27 92ND AVE NE                               | NAMGYAL, UGEN                 |                                                                                                                                                       | 1                                          | \$3,741.27                               |
| 313123220133                               | 34 92ND AVE NE                               | COLBERT TRUSTEE, CYNTHIA R    |                                                                                                                                                       | 1                                          | \$3,741.27                               |
| 313123220140                               | 35 92ND AVE NE                               | CURIE, JOHN A                 |                                                                                                                                                       | 1                                          | \$3,741.27                               |
| 303123330044                               | 10 92ND LN NE                                | LAI LLC                       |                                                                                                                                                       | 1                                          | \$3,741.27                               |
| 303123330033                               | 11 92ND LN NE                                | BREYER, CHRISTIAN D           |                                                                                                                                                       | 1                                          | \$3,741.27                               |
| 303123330045                               | 18 92ND LN NE                                | PUCHALLA MATRACA RAE          |                                                                                                                                                       | 1                                          | \$3,741.27                               |
| 303123330034                               | 19 92ND LN NE                                | SCHROEDER MARK E              |                                                                                                                                                       | 1                                          | \$3,741.27                               |
| 303123330046                               | 26 92ND LN NE                                | PELTIER, TERRY R              |                                                                                                                                                       | 1                                          | \$3,741.27                               |
| 303123330035                               | 27 92ND LN NE                                | KRAEUCHE KAREN A & BARANOWSKI |                                                                                                                                                       | 1                                          | \$3,741.27                               |
| 303123330047                               | 34 92ND LN NE                                | MAHMULJIN, MIRSADA            |                                                                                                                                                       | 1                                          | \$3,741.27                               |
| 303123330036                               | 35 92ND LN NE                                | BALL MARK T & MELISSA K       |                                                                                                                                                       | 1                                          | \$3,741.27                               |
| 303123330037                               | 43 92ND LN NE                                | JOHNSON, TREVOR L             |                                                                                                                                                       | 1                                          | \$3,741.27                               |
| 303123330038                               | 51 92ND LN NE                                | FALLON TRUSTEE, STEVEN V      |                                                                                                                                                       | 1                                          | \$3,741.27                               |
| TOTALS:                                    |                                              |                               |                                                                                                                                                       | 38                                         | \$142,168.26                             |



# City of Blaine Staff Report

File Number: 2024-90

| Agenda Date   | Status    |
|---------------|-----------|
| April 1, 2024 |           |
| In Control    | File Type |
| City Council  | Motion    |

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

## Agenda Item # 9.3

Consider On-Sale and Sunday Intoxicating Liquor Licenses for Irie Vybz Jamaican Restaurant, 76 Northtown Drive NE

## Executive Summary

Council is asked to hold a public hearing then consider issuing on-sale and Sunday intoxicating liquor licenses for Irie Vybz Jamaican Restaurant, 76 Northtown Drive NE.

## Background

On February 22, 2023, a public hearing was held as required by City code to consider approval of on-sale and Sunday intoxicating liquor licenses for Irie Vybz Jamaican Restaurant, LLC at 76 Northtown Drive. Approval of the licenses would have allowed the applicant, Shanice Chante Hines-Hyatt, the ability to serve intoxicating spirits, beer, and wine. Staff had noted in the report that additional items were still required prior to issuance of any licenses and that any approval was contingent upon receipt of all required fees, documents, updated certificate of insurance, certificate of occupancy, alcohol training policy, retail buyers card, successful background investigation, and the State of Minnesota 2AM liquor license if applicant wanted to operate until 2AM. Staff also shared that the applicant had been utilizing a State-licensed alcohol caterer to provide alcohol service at the restaurant for some of their events until their on-sale license was approved and issued. No one appeared during the public hearing and staff recommended approval of the licenses contingent upon completion/receipt of all outstanding items. Council made a motion to approve the licenses, which was seconded then adopted 5-0.

On March 14, 2023, staff informed the applicant via email and certified mail that the liquor licenses were being denied based on a background investigation that identified concerns with activity at past locations, discrepancies in their application, liquor law violations that occurred at the Blaine location, and outstanding application materials. Ms. Hines-Hyatt appealed the City's license denial and requested a hearing with the City's administrative hearing officer, who upheld the license denial. The applicant appealed the administrative hearing officer's determination and the Minnesota Court of Appeals overturned the ruling stating action to deny the licenses should have occurred at the Council level as

the minutes from February 2023 did not reflect Council's contingent approval of the licenses based on completion/receipt of the outstanding items, including a successful background investigation.

Based on the Court of Appeals ruling that the city did not comply with the procedure set forth in ordinance in denying the application, staff is bringing the application forward again for public hearing and Council consideration of the on-sale and Sunday intoxicating liquor licenses for Irie Vybz Jamaican Restaurant, LLC. Notice of the hearing has been published in the *Blaine/Spring Lake Park Life* and the applicant has been notified of the hearing. Upon completion of the public hearing, staff requests Council consider the licenses by motion, second, and vote.

### Strategic Plan Relationship

N/A

### Board/Commission Review

N/A

### Financial Impact

N/A

### Public Outreach/Input

Notice of the public hearing was published in the *Blaine/Spring Lake Park Life*.

### Staff Recommendation

Staff requests Council open and hold the public hearing, take public testimony, then close the public hearing. Based on the background investigation that included concerns with activity at past locations, discrepancies with the City's application, past liquor law violations, and outstanding application materials, staff recommends denial of the on-sale and Sunday intoxicating liquor licenses for Irie Vybz Jamaican Restaurant, LLC at 76 Northtown Drive. If council recommends approval of the license staff will work with the applicant to complete all application materials, including license fee. Any approval council issues will be contingent upon satisfactory application completion.

### Attachment List

1. 02-22-23 Council Minutes
2. On Sale Liquor License Denial Irie Vybz Jamaican Restaurant
3. Hearing Officer Decision
4. Court of Appeals - Irie Vybz Jamaican Restaurant

9.4 Motion 23-31, Approve On-Sale and Sunday Sale Intoxicating Liquor Licenses for Irie Vybz Jamaican Restaurant, 76 Northtown Drive NE.

City Clerk Sorensen stated Council is asked to approve the on-sale and Sunday sale intoxicating liquor licenses for Irie Vybz Jamaican Restaurant to allow the ability to serve intoxicating spirits, beer, and wine. It was noted all necessary paperwork and fees have been submitted to the City and staff recommends approval of the request.

Mayor Sanders opened the public hearing at 8:10PM.

There being no additional public input, Mayor Sanders closed the public hearing at 8:11PM.

Moved by Councilmember Newland, seconded by Councilmember Fleming, that Resolution No. 23-31, "Approve On-Sale and Sunday Sale Intoxicating Liquor Licenses for Irie Vybz Jamaican Restaurant, 76 Northtown Drive NE," be approved.

A roll call vote was taken. Motion adopted 5-0 (Councilmember Robertson was absent for the vote).

**DEVELOPMENT BUSINESS**

None.

**ADMINISTRATION**

None.

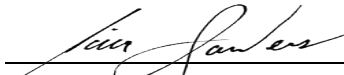
**OTHER BUSINESS**

None.

**ADJOURNMENT**

Moved by Councilmember Massoglia, seconded by Councilmember Newland, to adjourn the meeting at 8:12PM.

A roll call vote was taken. Motion adopted 5-0 (Councilmember Robertson was absent for the vote).

  
\_\_\_\_\_  
Tim Sanders, Mayor

ATTEST:

  
\_\_\_\_\_  
Catherine Sorensen, CMC, City Clerk  
*Submitted by Minute Maker Secretarial*



## City of Blaine

10801 Town Square Drive NE

Blaine MN 55449-8100

City Hall 763-784-6700 | [BlaineMN.gov](http://BlaineMN.gov)

March 14, 2023

Shanice Chante Hines-Hyatt  
14835 Peridot Street NW  
Ramsey MN 55303

**VIA CERTIFIED MAIL AND EMAIL**

Irie Vybz Jamacian Restaurant  
76 Northtown Drive  
Blaine MN 55434

SUBJECT: Onsale Intoxicating Liquor License Denial

The Blaine Police Department has completed the background investigation based on information you provided for the requested onsale and Sunday intoxicating liquor licenses for Irie Vybz Jamacian Restaurant, 76 Northtown Drive. Based on this information, completion of the background investigation, and an incident of serving without a liquor license on March 11, 2023; your application is being denied as outlined below:

### Concerns with applicant in other location(s)

Follow-up with the City of Brooklyn Center revealed the following concerns at your last restaurant location:

- Events of assault
- Failure to allow police department to enter the location
- Live events without proper licensing
- Operating in violation of the State's COVID-19 emergency orders
- Failed compliance check for serving alcohol after 1AM without proper licensing

### Discrepancies with City of Blaine application

- The applicant responded differently in two questions regarding prior history as an employee or operating of a business involving liquor
- The applicant indicated joint ownership of the business in Brooklyn Center but indicated sole ownership of the business now but listed no money invested

### Liquor law violations

- Pursuant to Minn. Stat. ch. 340A.702 and City ordinance Sec. 6-36(a), no person or entity shall directly or indirectly deal in, sell or keep for sale any liquor without first having received a license to do so pursuant to this article.



- o On March 11, 2023, Blaine Police reported serving of alcohol at Irie Vybz, 76 Northtown Drive, without proper licensing and after 1AM. Statute requires proof of State alcohol caterer's license, certification of liquor liability insurance, and notice to the chief of police for event(s) where the alcohol caterer's license will be utilized. This information was not provided prior to the event nor could be produced when requested by the officers. In addition, no licensed alcohol caterer was present onsite as required by Statute.

Outstanding application materials

Since the application submitted February 3, 2023, several items still have not been completed/submitted:

- Part III Responsible Party Information - not submitted - wrong document uploaded
- Anoka County Food Establishment License - not submitted - wrong document uploaded
- Alcohol Training Policy - not submitted - document uploaded was not a training policy
- Certificate of Liquor Liability Insurance - not submitted
- Workers Compensation Insurance - not submitted
- Retailers Buyers Card Form - not submitted
- State of Minnesota 2AM Liquor License fee - not submitted
- City liquor license fees - not submitted

The city council in its sound discretion may either grant or deny the application for any license or grant or deny a request for the transfer, modification or renewal of any license. No applicant has a right to a license under this article.

You have the right to appeal within 20 days of the date of this letter by notifying the City Clerk's Office in writing at the address above. If you have any questions, please contact me.

Regards,



Catherine Sorensen, CMQ  
City Clerk

Cc: Chief of Police Podany  
Police Captain Clark  
Police Sergeant Sommer

STATE OF MINNESOTA

CITY OF BLAINE

COUNTY OF ANOKA

ADMINISTRATIVE MUNICIPAL COURT

---

City of Blaine,  
a Municipal Corporation,

vs.

**HEARING OFFICER'S DECISION**

Shanice Chante Hines-Hyatt,

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The undersigned Hearing Officer received testimony regarding this matter during a virtual hearing held on Friday, March 24, 2023. Based upon the established record and the testimony received, the Hearing Officer determines the following:

**ANALYSIS**

I have spent a considerable amount of time reviewing the documentation and testimony notes that make up the record in this matter. My initial goal was to determine if the conditions for denial were due to a naïve business owner, or the result of intentional business practices. However, I have determined that such an analysis is not relevant.

Obtaining an Intoxicating Liquor License is a privilege, not a right. There are serious public safety concerns when issuing such a license, and thus the requirements for obtaining the same are stringent. Whether a license applicant is new to the business world or is an experienced operator, the license requirements/standards are the same because the public safety concerns are the same. Inexperience can be as dangerous as questionable business practices. In the present case, I believe both are at work.

**DECISION**

Accordingly, the conditions for denial are confirmed, and denial of the Intoxicating Liquor License is hereby upheld.

Date: March 31, 2023

/s/ James D. Hoeft

James D. Hoeft, Hearing Officer

*This opinion is nonprecedential except as provided by  
Minn. R. Civ. App. P. 136.01, subd. 1(c).*

**STATE OF MINNESOTA  
IN COURT OF APPEALS  
A23-0607**

City of Blaine, a Municipal Corporation,  
Respondent,

vs.

Shanice Chante Hines-Hyatt,  
Relator.

**Filed February 5, 2024  
Reversed and remanded  
Larkin, Judge**

City of Blaine

Kevin S. Sandstrom, Eckberg Lammers, P.C., Stillwater, Minnesota (for respondent)

Marshall H. Tanick, Meyer Njus Tanick, PA, Minneapolis, Minnesota (for relator)

Considered and decided by Frisch, Presiding Judge; Johnson, Judge; and Larkin,  
Judge.

**NONPRECEDENTIAL OPINION**

**LARKIN, Judge**

Relator-restaurant-owner challenges respondent city's denial of her liquor-license application. Because the record indicates that the decision to deny relator's application was made by the city clerk, and not the city council as required by city ordinance, we reverse and remand for a decision by the city council.

## FACTS

Relator Shanice Chante Hines-Hyatt owns the Irie Vybz Jamaican Restaurant. In the fall of 2022, relator moved the restaurant from Brooklyn Center to Blaine. After moving the restaurant, relator applied to respondent City of Blaine for on-sale and Sunday sale intoxicating liquor licenses.

In February 2023, the city council considered relator's liquor-license application at a public hearing. The council unanimously approved relator's application. One month later, the city clerk notified relator, by letter dated March 14, 2023, that her application "[was] being denied." The letter informed relator that she had "the right to appeal within 20 days . . . by notifying the City Clerk's Office in writing."

Relator notified respondent of her desire to appeal, and respondent provided a hearing before a hearing officer. Relator was self-represented at the hearing; respondent did not appear. The hearing officer issued a decision as follows: "[T]he conditions for denial are confirmed, and denial of the Intoxicating Liquor License is hereby upheld."

Relator brings this certiorari appeal challenging respondent's denial of her application for on-sale and Sunday sale liquor licenses.

## DECISION

Judicial review of the denial of a liquor license is obtained through certiorari. *Micius v. St. Paul City Council*, 524 N.W.2d 521, 523 (Minn. App. 1994). "Municipal authorities have broad discretion to determine the manner in which liquor licenses are issued, regulated, and revoked." *Bourbon Bar & Cafe Corp. v. City of St. Paul*, 466 N.W.2d 438, 440 (Minn. App. 1991). And "a city council is vested with broad

discretion in its consideration of a liquor license application.” *Country Liquors, Inc. v. City Council*, 264 N.W.2d 821, 824 (Minn. 1978) (quotation omitted).

On certiorari appeal from a quasi-judicial decision not subject to the Minnesota Administrative Procedure Act, our review includes the regularity of the decision-making process. *Anderson v. Comm’r of Health*, 811 N.W.2d 162, 165 (Minn. App. 2012), *rev. denied* (Minn. Apr. 17, 2012). Specifically, we review the record to determine if the decision-making body followed the correct procedure. *Smith v. Minn. Dep’t of Hum. Servs.*, 764 N.W.2d 388, 391-92 (Minn. App. 2009).

The Blaine Code of Ordinances sets forth respondent’s liquor-license application process. “Every application for a license . . . shall be on a form provided by the city” and the “application form shall be completed to the satisfaction of the city.” Blaine, Minn., Code of Ordinances (BCO) ch. 6, § 6-41(a) (Apr. 16, 2009). “If the application form is not completed to the satisfaction of the city, the form and the application shall be returned by the city to the applicant.” *Id.*

“On an initial application for a license, . . . the city shall conduct a preliminary background and financial investigation of the applicant or it may contract with the commissioner of public safety for the investigation.” BCO § 6-45(a) (June 16, 2016). “If in the discretion of the city, the results of a preliminary investigation warrant, a comprehensive background and financial investigation may occur.” BCO § 6-45(b) (June 16, 2016).

The Blaine Code of Ordinances further provides:

The city shall investigate all facts set out in the application and not investigated in the preliminary or comprehensive background and financial investigations, if required. Opportunity shall be given to any person to be heard for or against the granting of the license. After any required investigation and hearing, *the council shall in its sound discretion grant or deny the application.*

BCO § 6-46 (June 16, 2016) (emphasis added).

Despite the clear mandate requiring the city council to decide whether to grant or deny a liquor-license application, respondent conceded at oral argument that it used a process that was not “laid out in the ordinance.” On February 22, 2023, the city council held a hearing and provided an opportunity for any person to be heard regarding relator’s application for on-sale and Sunday sale liquor licenses. Minutes from that meeting stated that “all necessary paperwork and fees have been submitted to the City and staff recommends approval of the request.” After an opportunity for public comment, of which there was none, the council voted 5-0 to approve “On-Sale and Sunday Sale Intoxicating Liquor Licenses” for relator’s restaurant. The meeting minutes in no way indicate that the city council’s decision was subject to any conditions, investigation, or the submission of additional application materials.

However, by a letter dated March 14, 2023, the city clerk notified relator that the Blaine Police Department had completed “the background investigation” and that based on that investigation, relator’s application was “being denied.” Contrary to the representation in the minutes from the earlier council meeting, the letter indicated that relator had not submitted all the necessary application materials. And although the letter informed relator that “[t]he city council in its sound discretion may either grant or deny

the application for any license” and that “[n]o applicant has a right to a license,” the letter did not indicate that the decision to deny the licenses had been made or approved by the city council. Indeed, the letter did not expressly or impliedly attribute the decision to the city council, and the city council was not copied on the letter.

Relator complains that, under the Blaine Code of Ordinances, the city council had sole authority to grant or deny relator’s application, yet the city clerk denied the application. Relator notes that the city clerk did not have the authority to deny the application. Relator also notes that “the only action taken by the council itself, as reflected in the record, was to approve [r]elator’s liquor license application” and “[t]he record does not indicate whether the [c]ity council ever revisited the issue.” Thus, relator argues that “the [c]ity’s decision appears to have been rendered by an improper arbiter.”

Respondent, on the other hand, treats the denial letter from the city clerk as if it were a decision of the city council. In doing so, respondent urges this court to make assumptions that are not supported by the record. For example, at oral argument to this court, respondent argued that the city council’s unanimous vote to approve relator’s liquor-license application after a public hearing was contingent on completion of a background investigation. But respondent acknowledges that the minutes of the city council meeting do not reflect that contingency. Thus, the record does not support respondent’s argument.

The record also does not support respondent’s argument that the license denial communicated in the March 2023 letter from the city clerk represents a decision made by the city council. In fact, at oral argument to this court, respondent acknowledged that the

council did not make the decision to deny relator's application. Instead, the city council "defer[red]" to staff to make the decision.

It is problematic that the only city council decision of record in this case is the decision *granting* relator's application, yet respondent argues that the application was properly denied on the merits. It is also problematic that respondent relies on extra record documents in support of that argument, specifically, police reports obtained after the city council's vote to approve relator's application. Our review is confined "to the record before the city council at the time it made its decision." *Hard Times Cafe, Inc. v. City of Minneapolis*, 625 N.W.2d 165, 173 (Minn. App. 2001) (quotation omitted). Thus, we do not consider police reports that were not presented to the city council.

Respondent argues that the decision was "made by [city] staff after reviewing the background check instead of by the city council, but the reality [is that] action by the city is still action by the city; the city denied the application [and] it [is] overall a discretionary action by the city." That argument conflicts with clear language in the Blaine Code of Ordinances requiring a decision by the city council itself. Of course, respondent is free to amend its procedures for granting a liquor license. *See Bourbon Bar & Cafe Corp.*, 466 N.W.2d at 440 ("Municipal authorities have broad discretion to determine the manner in which liquor licenses are issued, regulated, and revoked."). But in the meantime, we will not overlook respondent's failure to comply with the clear decision-making mandate in the Blaine Code of Ordinances: "the *council* shall in its sound discretion grant or deny the application." BCO § 6-46 (emphasis added).



Because the city did not comply with the procedure set forth in its ordinance in denying relator's application, we reverse and remand for the city council to make a decision on relator's liquor-license application, consistent with the relevant sections of the Blaine Code of Ordinances. *See Hamline-Midway Neighborhood Stability Coal. v. City of St. Paul*, 547 N.W.2d 396, 399 (Minn. App. 1996) (reversing city's issuance of license to sell firearms because city did not comply with ordinance in issuing license), *rev. denied* (Minn. Sept. 20, 1996).

**Reversed and remanded.**



# City of Blaine

## Staff Report

File Number: 2024-91

| Agenda Date   | Status    |
|---------------|-----------|
| April 1, 2024 |           |
| In Control    | File Type |
| City Council  | Motion    |

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

### Agenda Item # 9.4

Consider Suspension of On-Sale and Sunday Intoxicating Liquor Licenses for Pal Mar Mexican Restaurant Mariscos LLC, 10565 University Avenue NE

### Executive Summary

Council is asked to hold a hearing to suspend the on-sale and Sunday intoxicating liquor licenses for Pal Mar Mexican Restaurant Mariscos LLC, 10565 University Avenue NE, as the license holder no longer meets license requirements.

### Background

On March 18, 2024, Guillermo Mesa Gonzalez submitted a request in writing to terminate his role as responsible party for the on-sale and Sunday intoxicating liquor licenses held by Pal Mar Mexican Restaurant Mariscos LLC, 10565 University Avenue NE. City code Sec. 6-41 requires liquor licenses identify a responsible party:

Sec. 6-41. - Application for license. *Responsible party.* Such application must identify a responsible party relative to each license. If the responsible party for a licensee will change, an application for the change shall be provided to the city clerk at least 30 days prior to such change and shall be treated the same as an application for a new license. In the event that a 30-day prior notice is not feasible, a written explanation will be submitted to the city clerk within one week of the known change documenting the reason(s) for the deviation; this is subject to approval by the police chief or his/her designee. Failure to file a timely application or explanation for a change in responsible party shall be grounds for revocation, suspension or non-renewal of any license.

The on-sale licenses were issued to Pal Mar Mexican Restaurant Mariscos LLC, which includes both Mr. Gonzalez and Jose Vasquez Aguilar as partners. Based on background investigations of both individuals, only Mr. Gonzalez was approved as responsible party. As Mr. Gonzalez was the only eligible and approved responsible party for these on-sale licenses, a hearing is being held as outlined by City code to suspend the licenses. Both Mr. Gonzales and Mr. Aguilar were notified of this hearing and

license suspension consideration. Pal Mar Restaurant may have a new responsible party apply and, if approved, could meet the requirements of the license. The applicant would submit application materials and a background investigation fee, which would be reviewed by the Blaine Police Department and a recommendation made for or denial. Mr. Aguilar has applied again to be the responsible party and the background investigation is currently underway. If the background is successful, the license suspension can be lifted, but because Mr. Gonzalez has requested to be removed as responsible party and no other approved responsible party is in place, the license suspension is being recommended for approval.

#### **Strategic Plan Relationship**

N/A

#### **Board/Commission Review**

N/A

#### **Financial Impact**

N/A

#### **Public Outreach/Input**

N/A

#### **Staff Recommendation**

Staff requests council allow the license holders the opportunity for a hearing regarding this license suspension then act upon the on-sale intoxicating and Sunday liquor license suspension as recommended for Pal Mar Mexican Restaurant Mariscos LLC, 10565 University Avenue NE.

#### **Attachment List**

1. Email Request - Responsible Party

**From:** Guillermo Meza González <[elpalmarmexican@gmail.com](mailto:elpalmarmexican@gmail.com)>

**Sent:** Monday, March 18, 2024 12:07 PM

**To:** Lisa Osterhues <[losterhues@blainemn.gov](mailto:losterhues@blainemn.gov)>

**Subject:** Re: Liquor License - Responsible Party

Hello, It's me Guillermo Meza González, I am letting you know that I will not be at Pal Mar Mexican Restaurant in Blaine, so as of today 03/18/24 I am no longer responsible for the alcohol liscence.

On Thu, Mar 14, 2024 at 2:30 PM Lisa Osterhues <[losterhues@blainemn.gov](mailto:losterhues@blainemn.gov)> wrote:

Guillermo,

I have not received an email from you regarding your telephone request to be removed as the responsible party from Pal Mar Mexican Restaurant.



## Lisa Osterhues

Deputy City Clerk

### City of Blaine

Department

[10801 Town Square Drive NE, Blaine MN 55449](https://www.blainemn.gov/10801-Town-Square-Drive-NE-Blaine-MN-55449)

p: 763-785-6122 m: 763-218-0979

[BlaineMN.gov](https://www.blainemn.gov)



# City of Blaine Staff Report

File Number: RES 24-37

| Agenda Date   | Status     |
|---------------|------------|
| April 1, 2024 |            |
| In Control    | File Type  |
| City Council  | Resolution |

**Development Business** - Sheila Sellman, City Planner

## Agenda Item # 10.1

Resolution Granting a Comprehensive Plan Amendment to Change the Current Land Use Designation of Low Density Residential (LDR) to Community Commercial (CC) at 8628 Central Avenue NE. Uram Property (Case File No. 24-0005/SAS)

## Executive Summary

The applicant is requesting a comprehensive land use amendment from Low Density Residential (LDR) to Community Commercial (CC). No development is proposed at this time.

## Background

|                                           |          |
|-------------------------------------------|----------|
| Planning Commission (Public Hearing)      | 02/13/24 |
| City Council (Comp Plan Amendment)        | 04/01/24 |
| Action Deadline (60 Days)                 | 03/12/24 |
| Action Deadline (City Extended - 60 Days) | 05/11/24 |

Staff report prepared by Sheila Sellman, City Planner

### Current Zoning

The subject site is zoned Single Family Residential (R-1).

### Current Comp Plan Designation

The subject site is guided Low Density Residential (LDR).

### Surrounding Zoning and uses

Property to the north, east and south is zoned Community Commercial (B-2) and is developed with an office or is open space for the office development (applicant's property). Property to the west is zoned R-1 and is developed with single family homes.

## **Comprehensive Plan Amendment**

Section 27.03 Criteria for granting zoning/comprehensive plan amendments:

The City Council may adopt amendments to the zoning ordinance, zoning map, and comprehensive plan relative to land uses within a particular district or to the location of the district lines. Zoning amendments shall only be used as a means to reflect changes in the goals and policies of the City as reflected in the comprehensive plan or changes in conditions in the City.

When a change to a city's Comprehensive Guide Plan is requested, it is the city's responsibility to determine if the change is in the best long-range interests of the city. The standard of review of a city's action in approving or denying a Comprehensive Guide Plan amendment is whether there exists a rational basis. A rational basis standard has been described to mean having legally sufficient reasons supportable by the facts which promote the general health, safety and welfare of the city.

## **Evaluation of Request**

The applicant owns three parcels that are somewhat connected and oddly shaped. Two of the lots have frontage and access from Central Ave and are zoned B-2 and guided Community Commercial (CC). The third parcel is located behind these lots and does not have direct access and is zoned R-1 and guided LDR. As the lots sit today, they cannot develop without replatting into one lot so that the entire site has access. The zoning and land use on the rear parcel are not consistent with the rest of the development and in order for the applicant to use the property, a rezoning and land use plan amendment is necessary.

### Current Comp Plan Designation

The current land use designation is LDR. This designation is for single family development at a density of 2.5-6 units an acre. The subject site is 0.5 acres and would not meet the density requirements of LDR.

### Proposed Comp Plan Designation

The Proposed Designation is CC and is intended for big box retail, large free-standing retail and commercial centers, restaurants, and limited office and service.

As outlined above the subject site is unable to develop without combining with the properties to the east and changing the zoning and land use designations. A comprehensive plan amendment is the first step in providing consistency with the adjoining proprieties. If approved, a rezoning will be necessary.

### Neighborhood Meeting

Per policy the applicant held a neighborhood meeting on February 7, 2024 with four residents in attendance. Comments were centered around potential future uses and impacts to their property. The summary is attached. Staff has received one written comment opposed to the change and that is attached to this report.

## **Attachments:**

Zoning and Location Map

Narrative

Existing Land Use/Proposed Land Use

Unapproved Planning Commission Minutes 2/13/24

### Strategic Plan Relationship

Not Applicable

### Board/Commission Review

The Planning Commission voted unanimously to approve the comprehensive plan amendment. There were no comments at the public hearing.

### Financial Impact

Not Applicable

### Public Outreach/Input

Notices of a public hearing were:

1. Mailed to property owners within 350 feet of the property boundaries.
2. Published in Blaine/Spring Lake Park/Columbia Heights/Fridley Life.
3. Posted on the City website.

### Staff Recommendation

By motion, adopt the resolution.

### Attachment List

1. Attachments
2. Neighborhood Meeting summary
3. Public Comment
4. Unapproved PC Minutes 2/13/24



# City of Blaine

## Signature Copy

Resolution: RES 24-37

### **Resolution Granting a Comprehensive Plan Amendment to Change the Current Land Use Designation of Low Density Residential (LDR) to Community Commercial (CC) at 8628 Central Avenue NE. Uram Property (Case File No. 24-0005/SAS)**

**WHEREAS**, Minnesota Statutes, Chapter 462.355, Subdivision 2, prescribes the procedure for amending the Comprehensive Plan; and

**WHEREAS**, the Planning Commission held a public hearing on February 13, 2024, and recommended approval regarding the Comprehensive Plan amendment request for:

LOT 73 SPRING LAKE PARK SHORES ADD DESC AS FOL: COM AT SW COR OF SD LOT, TH N ALG W LINE OF SD LOT 121.68 FT, TH CONT N ALG SD W LINE 122.52 FT, TH E PRLL/W N LINE OF SD LOT 185.4 FT, TH S PRLL/W W LINE OF SD LOT 112.26 FT, TH SW 185.5 FT +OR- TO POC

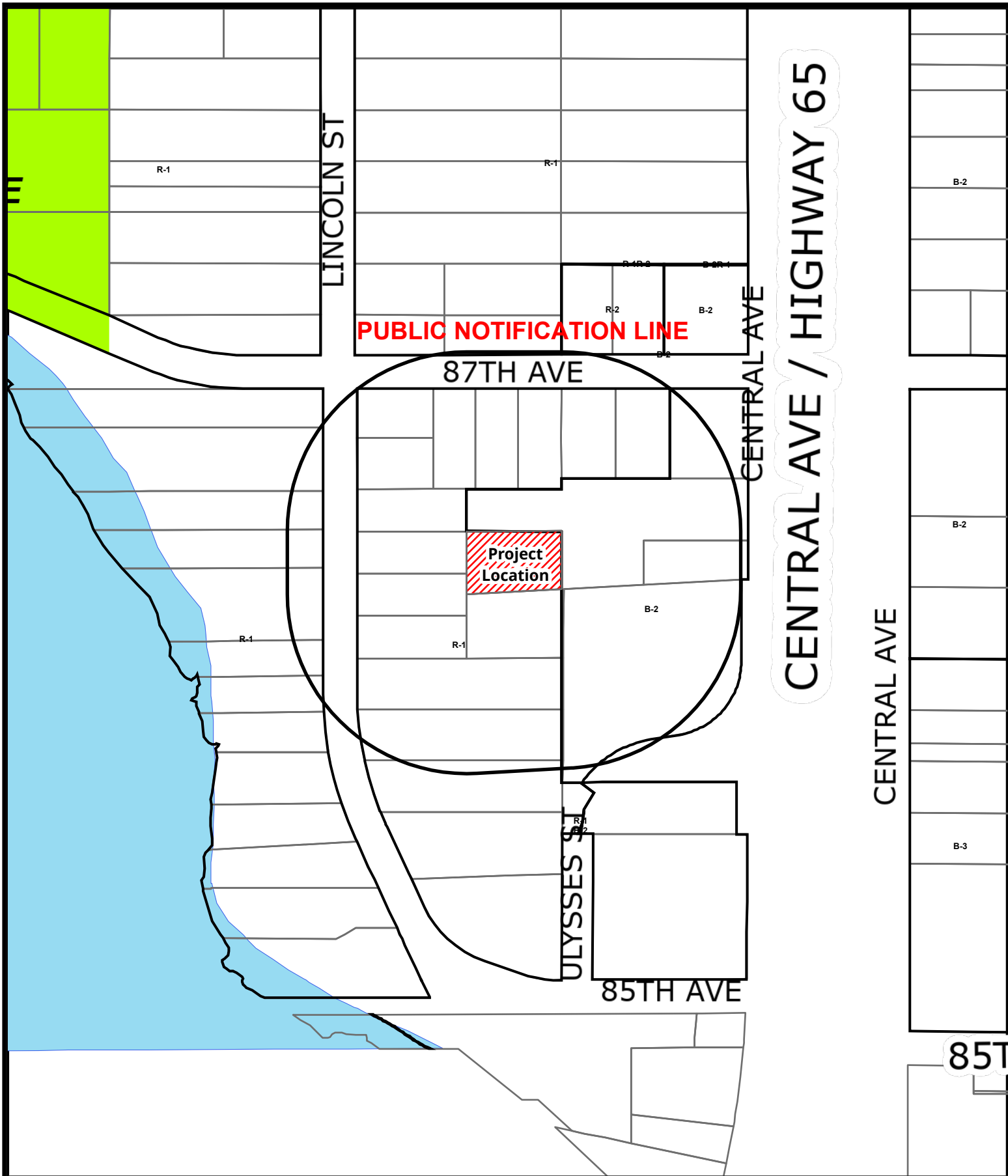
**WHEREAS**, the City Council has reviewed the Comprehensive Plan amendment request and finds the change to be in general conformance to the adopted Comprehensive Plan for land use compatibility.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Blaine that the Comprehensive Plan be amended to change portions of the property, as described above, and based on land use maps contained within Case File No. 24-0005 from Low Density Residential (LDR) to Community Commercial (CC) according to the following rationale:

1. The proposed land use meets the goals of the land use chapter in continuing to support programs and strategies to improve and revitalize aging commercial, industrial and residential structures.
2. The proposed amendment meets the goals of the land use chapter to encourage and support development of underutilized areas, particularly where such redevelopment fosters job growth, increased property values, and a positive community image. The plan will include the target corridors of University Avenue and Highway 65, as well as locations identified as target redevelopment sites in the plan.
3. The proposed amendment is consistent with the existing development pattern along Central Avenue and is necessary for this site to develop.

**PASSED** by the City Council of the City of Blaine this 1st day of April, 2024.





BlaineMN.gov

**Case File No. 24-0005  
Scott Uram Property**

Blaine Planning Department / 10801 Town Square Dr NE / Blaine, MN 55449 / (763) 785-6180



# measure

DATE: January 12, 2024  
TO: Sheila Sellman  
FROM: Josh McKinney, PLA  
SUBJECT: 8634 Central Avenue Comprehensive Plan Amendment

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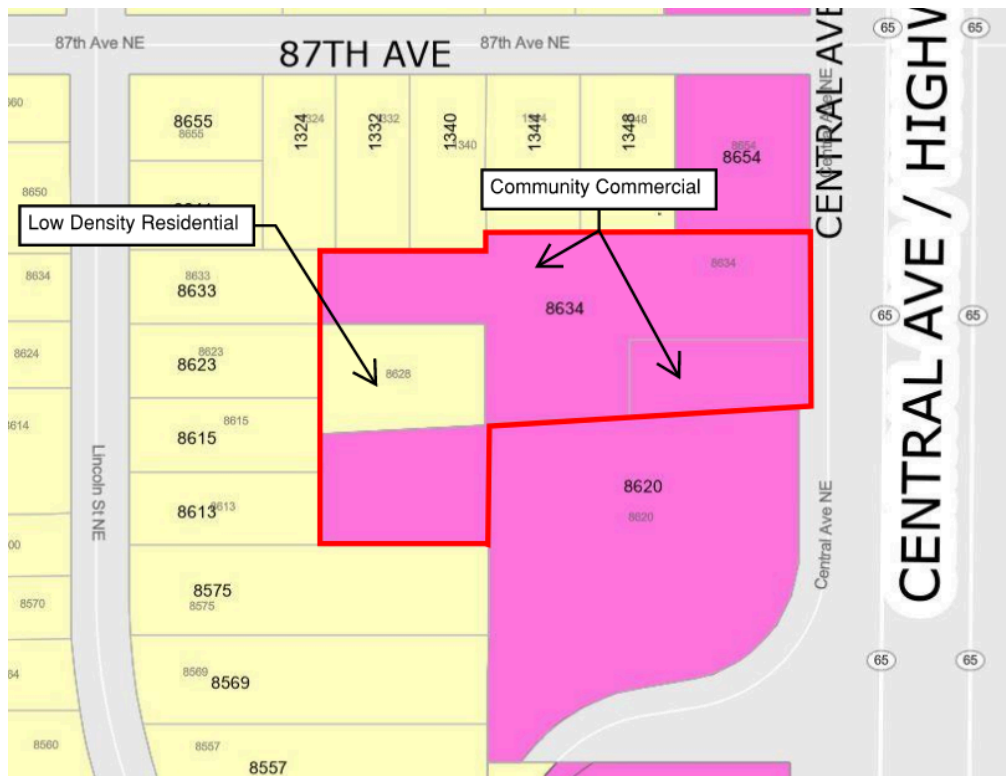
## Summary:

Scott Uram, property owner of 3 connected parcels totaling approximately 3.13 acres is seeking a comprehensive plan amendment for a portion of the property located at 8634 Central Avenue.

This application seeks to create a consistent guidance for the property and provide for consistent zoning in the future to allow for development consistent with the B-2 District Standards.

## Existing Comprehensive Plan Guidance

The subject site has two parcels guided for Community Commercial, one parcel guided for Low Density Residential. See current map:



The Low Density Residential parcel is land locked without a public access, thus any future development of any kind will require replatting of the property and a comprehensive plan amendment.

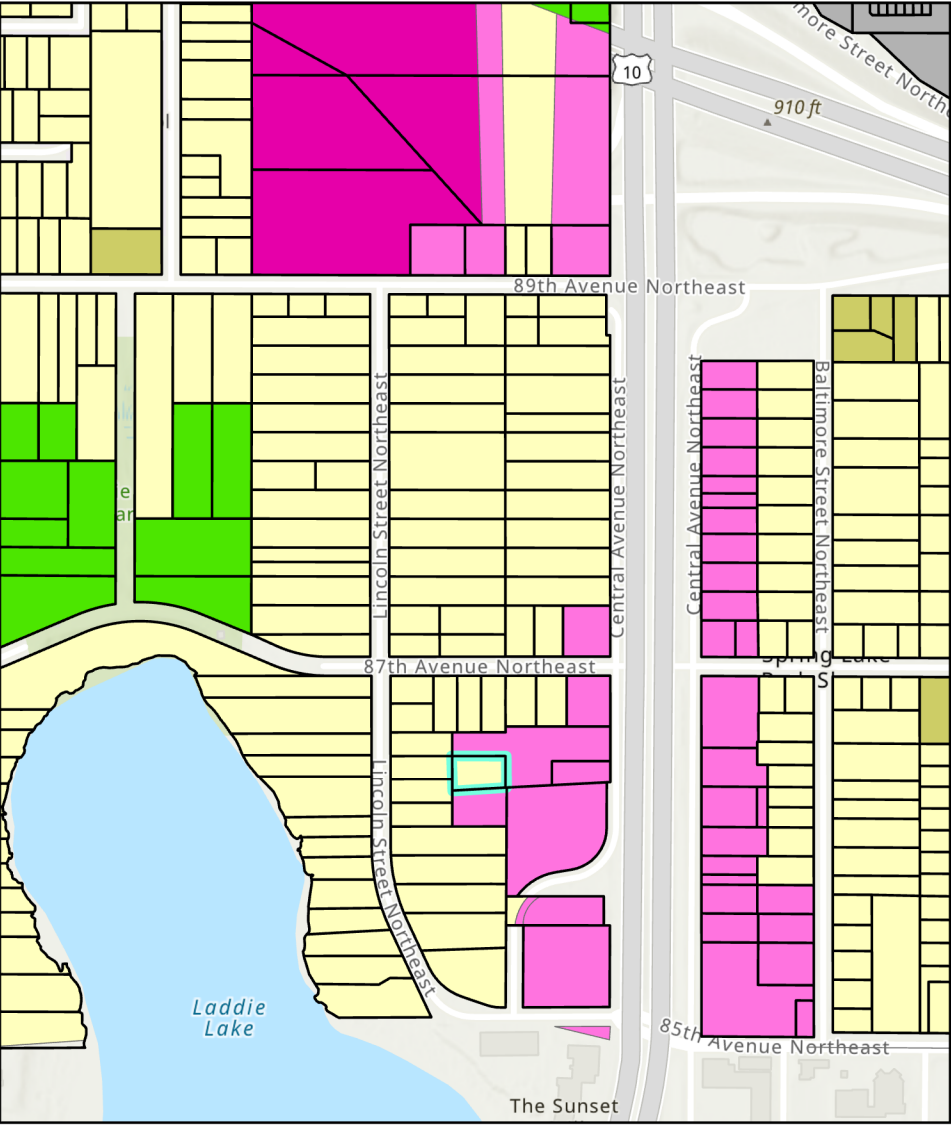
This application seeks to simplify any future rezoning and development proposals while cleaning up this orphaned parcel. The future zoning would then need to be consistent with the correct guidance.

### **Future Applications**

The owner understands that in order to develop this land, additional applications will be required. Those applications will be based on the re-guidance to Community Commercial. Those applications will require significant detail from architects, surveyors, and civil engineers, entailing significant effort and cost to prepare.

Subsequent Zoning and land use submissions will be submitted at a later date once certainty of the Comprehensive Plan amendment can be achieved.

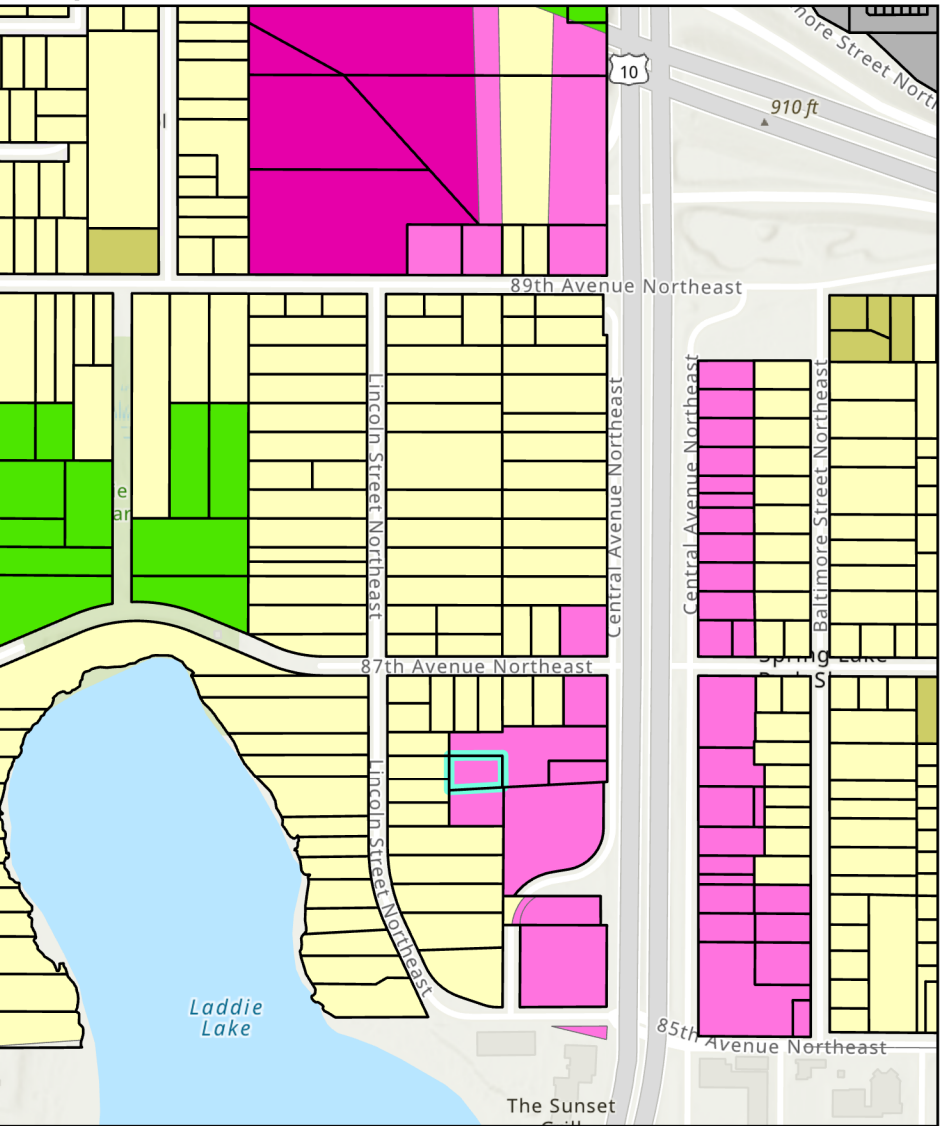
Existing Land Use



0 0.07 0.15 0.3 Miles

- |                                  |                           |
|----------------------------------|---------------------------|
| LDR - Low Density Residential    | CC - Community Commercial |
| MDR - Medium Density Residential | O - Office                |
| LI - Light Industrial            | P/OS - Park/ Open Space   |

Proposed Land Use



0 0.07 0.15 0.3 Miles

- |                                  |                           |
|----------------------------------|---------------------------|
| LDR - Low Density Residential    | CC - Community Commercial |
| MDR - Medium Density Residential | O - Office                |
| LI - Light Industrial            | P/OS - Park/ Open Space   |

**From:** [Ken hrry](#)  
**To:** [Planning](#)  
**Subject:** Case file 24-0005  
**Date:** Monday, February 12, 2024 11:16:06 AM

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Dear members of the planning committee. I live at 8569 lincoln st . My back yard is just 100 ft from the property in question. For personal reasons I would like the property to remain as it is so it can't be developed . Or zone the back lots as IDR and build a cul-de-sac and put some houses back there. Nobody wants to loose ther back yard privacy . Kenneth henry. 8569 lincoln st. n.e. Blaine mn.  
Kenneth henry

## Sheila Sellman

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**From:** Josh McKinney <jmckinney@measuregrp.com>  
**Sent:** Thursday, February 8, 2024 4:58 PM  
**To:** Sheila Sellman  
**Cc:** Scott Uram; Peter E Benincasa  
**Subject:** Uram Comprehensive Plan - Neighborhood Meeting Summary

Hi Sheila-

We held our neighborhood meeting last night and had 4 residents attend from three different homes which all border the Uram property.

I have summarized the discussion below:

1. Concerns were voiced regarding what the residents felt would be a drop in property values should the Uram site redevelop into any form of commercial use beyond its current state.
2. Lighting, in particular excess site lighting, was a concern voiced by one resident.
3. Fencing was encouraged to provide additional privacy from any proposed use.
4. Neighbors do not want to see this site be developed into any sort of hotel or multifamily use.
5. A concern for a loss of mature trees was voiced by multiple residents.
6. One resident would like to see any commercial use limited to business hours during the weekday.
7. Several comments were heard regarding past security and trespassing issues on the site, particularly in the rear of the property. Those concerns were squatters, dumping of junk, drug use, and other crimes which neighbors have witnessed. Some of these issues have been reported to police in the past.
8. One resident had reviewed a previous concept plan which indicated a drive thru coffee shop. She liked that use, but not where it was shown on the plan because it would abut her property.

*We explained that we do not have any particular users, or uses for that matter which have been determined to date and this comprehensive plan request is simply as step to creating a unified guidance for us to market the site from moving forward.*

Note that the concerns were not necessarily with the comprehensive plan change, but of future potential uses for the site.

Please let me know if you have any questions.

Thanks,

Josh



**Josh McKinney, PLA**

Principal

Phone: 612-440-0934

Mobile: 605-310-9766

[jmckinney@measuregrp.com](mailto:jmckinney@measuregrp.com)

**From:** [Ken hrry](#)  
**To:** [Planning](#)  
**Subject:** Case file 24-0005  
**Date:** Monday, February 12, 2024 11:16:06 AM

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Kenneth henry



# City of Blaine

## Planning Commission

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February 13, 2024 | 7:00 PM  
Blaine City Hall  
10801 Town Square Drive NE  
Blaine, MN 55449

### MINUTES

#### 1. Call to Order

The Blaine planning commission met in the City Hall Chambers on Tuesday, February 13, 2024. Chair Goracke called the meeting to order at 7:00PM.

#### 2. Roll Call

Members Present: Commission Members Gorzycki, Halpern, Olson, Swanson, and Chair Goracke.

Members Absent: Commission Members Deonauth and Homan.

Staff Present: Shawn Kaye, Planner  
Elizabeth Showalter, Community Development Specialist  
Shelia Sellman, City Planner  
Teresa Barnes, Project Engineer

#### 3. Approval of Minutes

3.1. 2024-697 Approval of the January 9, 2024 Planning Commission Minutes  
*Sponsors:*

**Motion by Commissioner Olson to approve the minutes of January 9, 2024, as presented. Motion seconded by Commissioner Swanson. The motion passed 5-0.**

#### 4. Public Hearing

4.5. 2024-161 Case File No. 24-0005 // Uram Property // 8628 Central Avenue NE  
The applicant is requesting a comprehensive plan amendment to change the current land use designation of Low Density Residential (LDR) to Community Commercial (CC).  
*Sponsors: Sheila Sellman, City Planner*



The report to the planning commission was presented by Sheila Sellman, City Planner. The public hearing for Case File 24-0005 was opened at 7:28PM. As no one wished to appear, the public hearing was closed at 7:28PM.

Chair Goracke commented all of the surrounding property was community commercial.

City Planner Sellman reported this was the case. She stated no application has been made to develop the site at this time. She anticipated if a request were to come to the city, the subject property along with the applicant's surrounding properties would be developed together.

Commissioner Olson stated she believed it made sense to change the land use for this property to match the surrounding properties.

**Motion by Commissioner Olson to recommend approval of Planning Case 24-0005 based on the following conditions:**

**Case 24-0005:**

- 1. A change in land use is consistent with the development along Central Avenue and is necessary for this site to develop.**
- 2. The land use change meets goals of the land use chapter to encourage and support development of underutilized areas, particularly where such redevelopment fosters job growth, increased property values, and a positive community image. The plan will include the target corridors of University Avenue and Highway 65, as well as locations identified as target redevelopment sites in the plan.**
- 3. The land use change meets goals of the land use plan in continuing to support programs and strategies to improve and revitalize aging commercial, industrial and residential structures.**

**Motion seconded by Commissioner Gorzycki. The motion passed 5-0.**

Chair Goracke noted this would be on the agenda of the March 4, 2024 city council meeting.



# City of Blaine

## Staff Report

File Number: RES 24-55

| Agenda Date   | Status     |
|---------------|------------|
| April 1, 2024 |            |
| In Control    | File Type  |
| City Council  | Resolution |

**Development Business** - Sheila Sellman, City Planner

### Agenda Item # 10.2

Resolution Granting a Conditional Use Permit Amendment to Increase the Number of Vehicles Allowed for Overnight Outside Storage from 11 to 16 in the Community Commercial (B-2) Zoning District at 9664 Central Avenue NE. Blaine Quality Automotive (Case File No. 23-0087/EES)

### Executive Summary

The applicant is requesting to increase the number of vehicles permitted to be stored outside overnight from 11 to 16. This would allow for storage along the Highway 65 frontage. Staff did not provide a recommendation to the Planning Commission. The Planning Commission recommended approval, with conditions similar to the existing CUP.

### Background

|                                         |          |
|-----------------------------------------|----------|
| Planning Commission Public Hearing      | 03/11/24 |
| City Council (Conditional Use Permit)   | 04/01/24 |
| Action Deadline (60 Days)               | 02/16/24 |
| Action Deadline (City Extended 60 Days) | 04/16/24 |

Staff report prepared by Elizabeth Showalter, Community Development Specialist, and Teresa Barnes, Project Engineer

### Zoning

The property is zoned B-2, Community Commercial.

### Surrounding Zoning and Uses

The property is located between Highway 65 and Central Avenue (a stretch of frontage road that runs from Cloverleaf Parkway to 97th Avenue). The property to the west and south, across the frontage road, is zoned Manufactured Home (R-4), and is occupied by the Northview Villa manufactured home park. The property abuts 97th Avenue to the north.

### Existing Conditions

The property has an existing 1,300 square foot (approximately) auto repair shop.

### History

The building on the property was constructed in 1971 as a service station with gas pumps and auto repair. The property was vacated by the gas station use around 1983. A Conditional Use Permit (CUP) was requested in 1995 for minor auto repair, which involved removal of the gas pumps/tanks and site improvements. At that time, the applicant requested the ability to have 4 vehicles stored outside overnight. The CUP approved by the City Council on July 6, 1995, required any customer vehicles left overnight to be stored inside. A new CUP was approved on September 21, 1995, which allowed 4 vehicles to be stored outside overnight. The property was sold to the current owner in 1997.

Between 2002 and 2005, there were many discussions regarding the property and a desire by the property owner to have more outside vehicle storage. The City Council considered revoking the 1995 CUP due to failure to comply with the conditions prohibiting overnight outside storage of vehicles, but ultimately did not. The property owner indicated a desire to add on to the building during that time, which would have required variances from the setback requirements and parking requirements. The property owner was advised that he could apply for the necessary variances and CUP amendment to add on or apply for a CUP amendment for additional outside overnight storage, but no applications were received.

A complaint was received in 2021 and the City provided numerous opportunities to come into compliance with the CUP and code at that time, or apply for an amendment to the CUP to allow for increased storage of vehicles. In 2023, following the issuance of a county citation, the applicant applied for a CUP amendment to allow for outside overnight storage of vehicles. The applicant requested storage of up to 13 stalls, which were to be located along the west and north sides of the site, without storage along the Highway 65 frontage. The dimensions in those areas only allowed for 11 cars. The amendment was approved with the following conditions:

1. Outside overnight storage shall be limited to the 11 parking stalls indicated on the attached site plan.
2. Any vehicle storage beyond the 11 vehicles permitted by this CUP shall be removed by October 31, 2023.
3. All stalls must meet the dimensional requirements listed in 33.13 of the zoning code.
4. One accessible parking stall is required, which shall include the associated access aisle.
5. The parking lot shall be striped, including any required accessible parking stalls, by October 31, 2023. A scaled site plan depicting the proposed striping shall be submitted to the city prior to commencing the work.
6. Two six-foot tall conifer trees and thirteen shrubs shall be planted along the Highway 65 frontage prior to October 31, 2023. A landscape plan showing the proposed trees and shrubs shall be provided by August 31, 2023.
7. Hours of operation are limited to 7:00 am to 7:00 pm on weekdays and 8:30 am to 1:00 pm on Saturday.
8. All vehicle parking to be on-site. No vehicle parking on the frontage road.
9. No vehicle repair may occur outside.

10. All vehicles stored outside must be licensed with current registration and appear drivable. Vehicles on blocks may not be stored outside overnight.
11. All exterior storage other than vehicles must be removed by October 31, 2023.

As of the writing of this report, none of the conditions of the amended CUP have been met. Condition 11, requires removal of tires and storage containers that are currently on the south side of the building. These cannot be stored outside since outside storage, other than passenger vehicles, is prohibited in the B-2 zoning district. Since there is not an opportunity for that condition to be changed with the requested amendment, the City is pursuing compliance with that code requirement through the code enforcement process. A final notice was sent on November 14, 2023, and staff has sent the formal complaint to the City Attorney's office to be issued as a County citation.

The applicant is requesting an amendment to the CUP to allow for additional storage of vehicles for a total of 16 vehicles.

### **Evaluation of Request**

The applicant submitted a site plan showing 21 parking spaces. The code requires that 2 stalls per bay door be reserved for daily parking without outside overnight storage, and an accessible parking stall with an access aisle is required by the Accessibility Code. This leaves up to 16 stalls that could be used for overnight storage of cars, if allowed by a CUP (21 stalls less 4 stalls for daily parking and 1 access aisle).

The applicant is requesting an amendment to the current CUP, which allows for 11 vehicles to be stored overnight, to now allow for all 16 stalls to be used for overnight storage.

### Other Similar Sites

When considering whether to allow an increased amount of outside overnight vehicle storage, thought should be given to what has been required of other auto repair businesses in commercial zones, and what is similar and different between those sites and the subject site. Please note that given the proximity of the subject site to Highway 65, this site is highly visible to the traveling public and is across the Central Ave Service Drive from residential. The Council should consider the potential precedent established when considering this application.

The following sites are generally similar in scale and visibility to the subject property, and are located in the B-2 or B-3 districts:

- Blaine Wholesale Transmission (30 County Road 10): CUP amendment approved in 2023 allowing for outside storage in 4 stalls (previously prohibited), located away from the County Road 10 frontage road with installation of concrete curb, landscaping, and a masonry trash enclosure. The required work was completed in September 2023. The site is similar in scale, visible from County Road 10, and is not near residential.
- AC Automotive (611 109th Avenue NE): Current CUP limits outside storage of vehicles to the fenced area behind the building. Violation of the CUP in 2023 resulted in code enforcement and the business complied with the requirement. The business is similar in scale, is on a busy but lower traffic road, and is immediately adjacent to a residential use.

- North Country Tire (11290 Central Ave NE): Current CUP limits outside storage of vehicles to 8 stalls. The business is larger in scale, is highly visible from Highway 65, and is not near residential uses.
- Bourke Brothers Auto (10112 Sunset Ave NE): Overnight outdoor storage is limited to two vehicles. The business is similar in scale, is visible from a busy but lower traffic road, and immediately adjacent to a residential use.

### Site Plan

The site meets current requirements for building and parking setbacks, except for a small area to the north of the southern entrance off the frontage road that has an approximately 6 foot setback, instead of the required 10 foot setback (this is legal nonconforming).

The applicant is proposing expanding the trash enclosure to accommodate storage of used tires awaiting pickup. Storage within the trash enclosure is limited to refuse that has a regular pickup. When the building was constructed, trash enclosures could be constructed of solid wood fencing, but now are required to be constructed of masonry materials that are consistent with the building. Additionally, the fire code regulates refuse enclosures, and the enclosure must be constructed of noncombustible materials due to the proximity to the roof eaves. The existing enclosure can remain, but cannot be expanded. Regardless of the requested CUP amendment, the applicant may construct a masonry enclosure for refuse containers, used tires awaiting pickup, and other refuse with regularly scheduled pickup. The applicant is advised that additional fire code and environmental regulations may apply to the storage of tires.

### Architecture

The building is primarily painted brick with glass around the office/waiting area and in the bay doors. The roof is mansard style with asphalt shingles. The building design does not meet the standards for the zoning district or the Highway 65 Overlay District, both of which require three premium materials on each side, totaling at least 50% of each walls. Glass is the only premium material present. Staff does not consider the architectural design to be related to the CUP request, therefore, no conditions relative to the building design are recommended.

### Landscaping

If the building were constructed today, the following landscaping quantities would be required:

- 11 Overstory Trees
- 6 Conifer Trees
- 6 Ornamental Trees
- 38 Shrubs

The landscape plan approved in 1995 has 7 overstory trees, 4 conifers, 4 ornamentals and 25 shrubs, which met the requirements at that time. Since then, the Highway Overlay District has been created which requires 50% more landscaping for properties in the district.

Two of the conifer trees on the landscape plan from 1995 are not present and were either never planted or were removed. Some shrubs are also missing. The landscaping would be restored to what was required with the 1995 plan through planting of 2 conifer trees and 13 shrubs. The 2023 CUP

amendment required the installation of those materials prior to October 31, 2023, but they have not yet been installed and a plan for installation has not been provided. The council may choose to require additional landscaping to provide more screening of the proposed outdoor storage.

#### Grading/Storm Drainage

The proposed project does not include any alterations to the existing grading or storm water drainage patterns on the property.

#### Utilities

The subject site will utilize the existing utilities into the building. No new connections are proposed.

#### Wetlands/Watershed/FEMA

There are no wetlands or FEMA flood plain on the existing site. A Coon Creek Watershed District review is not required.

#### Access/Street Design/Sidewalks/Trails

The site will utilize the existing access points to the existing parking area. No new access points will be granted. No additional street design, sidewalks or trails will be required.

#### Easements/Right-of-way/Permits

The applicant will need to obtain any and all required permits to construct the proposed project. A copy of all permits will need to be submitted to the City prior to any site work.

#### Conditional Use Permit

A city exercises "quasi-judicial" authority when considering a CUP application. This means the city's role is limited to applying the standards in the ordinance to the facts presented by the application. The city acts like a judge in evaluating the facts against the standards.

Section 27.04 Criteria for granting conditional use permits:

The Blaine City Council shall consider the advice and recommendations of the Planning Commission and the effect of the proposed use on the comprehensive plan and upon the health, safety, and general welfare of occupants of surrounding lands. Among other things, the Council shall consider the following findings where applicable. When considering these findings, the Council must consider solely whether the increase in outside storage of vehicles meets the criteria, not the site or auto repair use in general.

1. The use shall not create an excessive burden on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.
  - o The outside storage is not anticipated to increase the burden on public utilities or facilities.
2. The use will be located, designed, maintained, and operated to be compatible with adjoining properties and the existing or intended character of the zoning district.
  - o When the 2023 CUP was issued, the City Council found that storage of up to 11 vehicles, located away from the Highway 65 frontage, was compatible with the adjoining properties and the character of the B-2 and Highway 65 Overlay Districts. The Council should consider whether storage of additional vehicles along the Highway 65 frontage is compatible with adjoining properties and the districts in which the property is located.
3. The use shall have an appearance that will not have an adverse effect upon adjacent properties.

- The mature landscaping present on the site and the additional landscaping required by the recommended conditions will reduce the visual impact. The Council may add conditions of approval requiring additional landscaping or screening if deemed necessary to prevent the appearance from having an adverse effect upon adjacent properties, or may find that an increase of storage of vehicles along the Highway 65 frontage would have an adverse impact that cannot be sufficiently mitigated through additional conditions.
- 4. The use, in the opinion of the City Council, shall be reasonably related to the overall needs of the City and to the existing land use.
- 5. The use shall be consistent with the purposes of the zoning code and purposes of the zoning district in which the applicant intends to locate the proposed use.
  - The B-2 zoning district is intended to provide retail and services to the trade area of nearby neighborhoods.
  - The Highway 65 Overlay was established to create a community image of quality and visual aesthetics.
  - Two of the purposes of the zoning code are to preserve the attractiveness of Blaine and to provide compatible and appropriate land uses in the City.
  - The Council should consider whether the storage of additional cars along the Highway 65 frontage meets the purposes of the overlay district and the zoning code as proposed, and if not, whether it would meet those purposes with additional landscaping or other conditions that may be added to a resolution of approval.
- 6. The use shall not be in conflict with the comprehensive plan of the City.
  - The use is consistent with the comprehensive plan.
- 7. The use will not cause traffic hazards or congestion.
  - The limitations on occupancy will prevent any additional traffic hazard or congestion.
- 8. The use shall have adequate utilities, access roads, drainage and necessary facilities.
  - The existing structure is served with the required utility services, adequate roadway infrastructure, and necessary drainage facilities to service the proposed uses.

**Attachment List:**

Zoning and Location Map

Narrative

Site Layout

Landscape Plan

Public Comment

Unapproved Planning Commission Minutes 3/12/24

**Strategic Plan Relationship**

Not applicable.

**Board/Commission Review**

The Planning Commission voted unanimously to approve the conditional use permit amendment. The applicant and his attorney spoke at the public hearing in favor of the application. One written comment in opposition to the application was submitted and is attached.

Two questions were raised by the applicant during the meeting that required additional follow up. First, whether the required landscaping would conflict with the MnDOT easement on the property. After further review, the easement holder is Great River Energy, who maintains power lines that run in that area. While the conifer trees required in the 1995 landscape plan would be unlikely to conflict with the power lines in the near future, staff has revised the landscaping condition to require 15 shrubs instead of 2 conifer trees and 13 shrubs to reduce the likelihood of conflict. Most commercial properties in the city have landscaping in the standard 10-foot wide drainage and utility easements present on most properties along the front property line.

The applicant also inquired about a possible sound wall on TH 65. The TH 65 project has determined that a sound wall near the applicant's property meets the requirements to provide benefit to the surrounding residential parcels. The TH 65 project is following the required process of determining if the sound wall will be included in the project. This process is scheduled to be completed by March 27, at which time an update will be shared with the applicant and the surrounding properties.

### Financial Impact

Not applicable.

### Public Outreach/Input

Notices of a public hearing were:

1. Mailed to property owners within 350 feet of the property boundaries.
2. Published in Blaine/Spring Lake Park/Columbia Heights/Fridley Life.
3. Posted on the City website.

### Staff Recommendation

Staff did not provide a recommendation to the Planning Commission and instead provided options for approval and denial. The Planning Commission recommended approval, with the conditions listed below.

### Attachment List

1. Attachments
2. Unapprove PC Minutes 3/12/24





# City of Blaine

## Signature Copy

Resolution: RES 24-55

### **Resolution Granting a Conditional Use Permit Amendment to Increase the Number of Vehicles Allowed for Overnight Outside Storage from 11 to 16 in the Community Commercial (B-2) Zoning District at 9664 Central Avenue NE. Blaine Quality Automotive (Case File No. 23-0087/EES)**

**WHEREAS**, an application has been filed by Blaine Quality Automove as Conditional Use Permit Case File No. 23-0087; and

**WHEREAS**, said case involves the property described as follows:

Lot 1 Block 1 NORTHVIEW VILLA

**WHEREAS**, the Blaine Planning Commission held a public hearing on March 12, 2024, and recommended approval regarding said Conditional Use Permit; and

**WHEREAS**, the Blaine City Council has reviewed said case on April 1, 2024; and

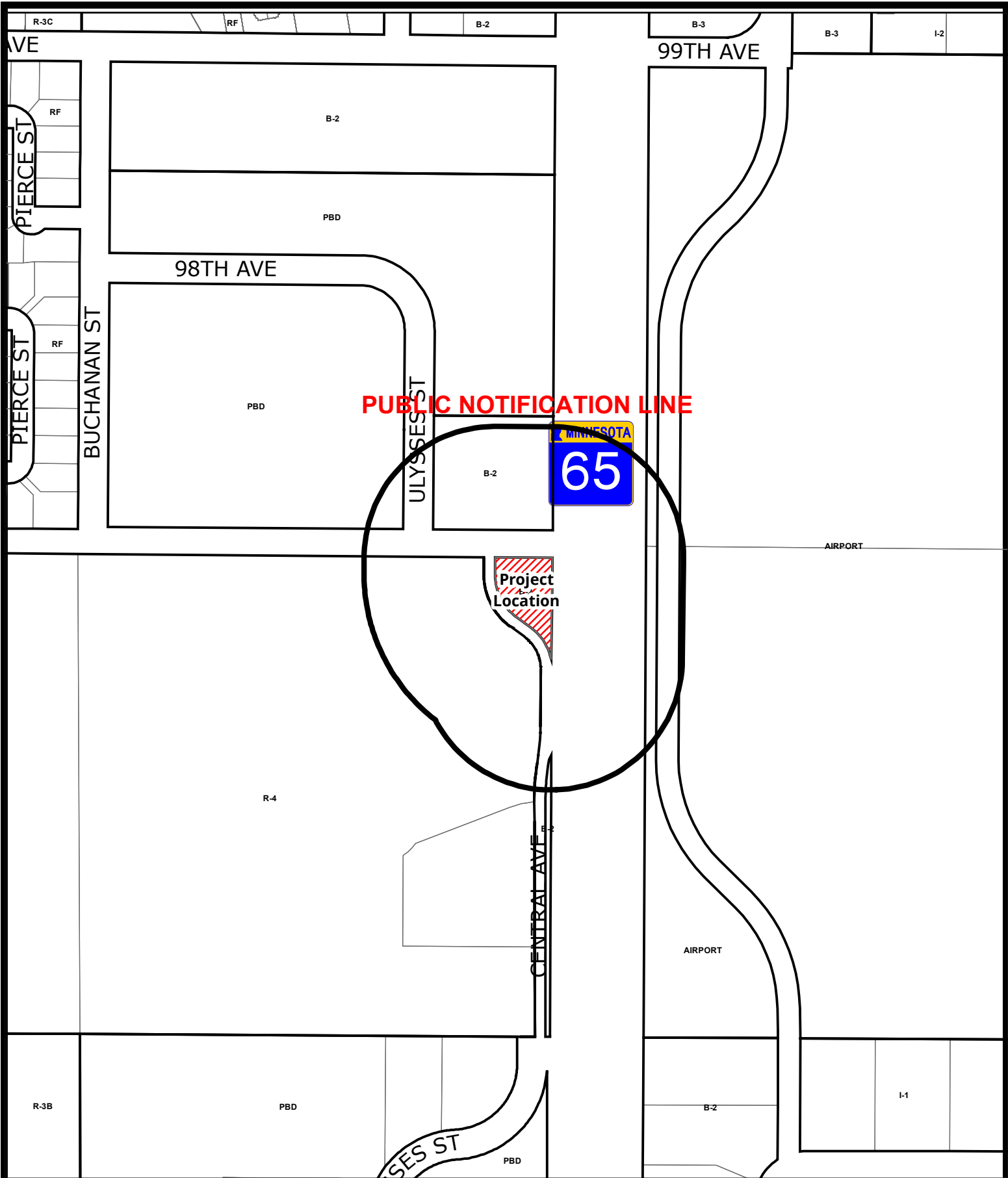
**WHEREAS**, the criteria identified in Section 27.04 for granting a conditional use permit has been met.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Blaine that a conditional use permit is hereby approved per Sections 27.04 and 30.14(e) of the Zoning Ordinance to allow an auto repair business with up to 16 vehicles stored outside overnight with the following conditions:

1. Any vehicle storage beyond the 16 vehicles permitted by this CUP shall be removed by June 30, 2024.
2. All stalls must meet the dimensional requirements listed in 33.13 of the zoning code.
3. One accessible parking stall is required which shall include the associated access aisle.
4. The applicant shall mark the proposed striping on site prior to final striping to verify the dimensional requirements of 33.13 are met prior to June 30, 2024.
5. Outside overnight storage shall be limited to the 16 parking stalls indicated on the attached site plan. If the proposed stalls do not fit on site at the dimensions required by 33.13, the applicant will need to reduce the number of vehicles stored outside overnight to have 4 stalls remaining that are not used for storage and vehicles may not be stored in the required access aisle.
6. The parking lot shall be striped, including any required accessible parking stalls, by July 31, 2024.
7. Fifteen shrubs shall be planted along the Highway 65 frontage prior to July 31, 2024. A landscape plan showing the proposed shrubs shall be provided to the City by June 30, 2024.
8. Hours of operation are limited to 7AM to 7PM on weekdays, and 8:30AM to 1PM on Saturday.
9. All vehicle parking to be on-site. No vehicle parking on the frontage road.
10. No vehicle repair may occur outside.

11. All vehicles stored outside must be licensed with current registration and appear drivable.  
Vehicles on blocks may not be stored outside overnight.

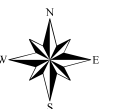
**PASSED** by the City Council of the City of Blaine this 1st day of April, 2024.



BlaineMN.gov

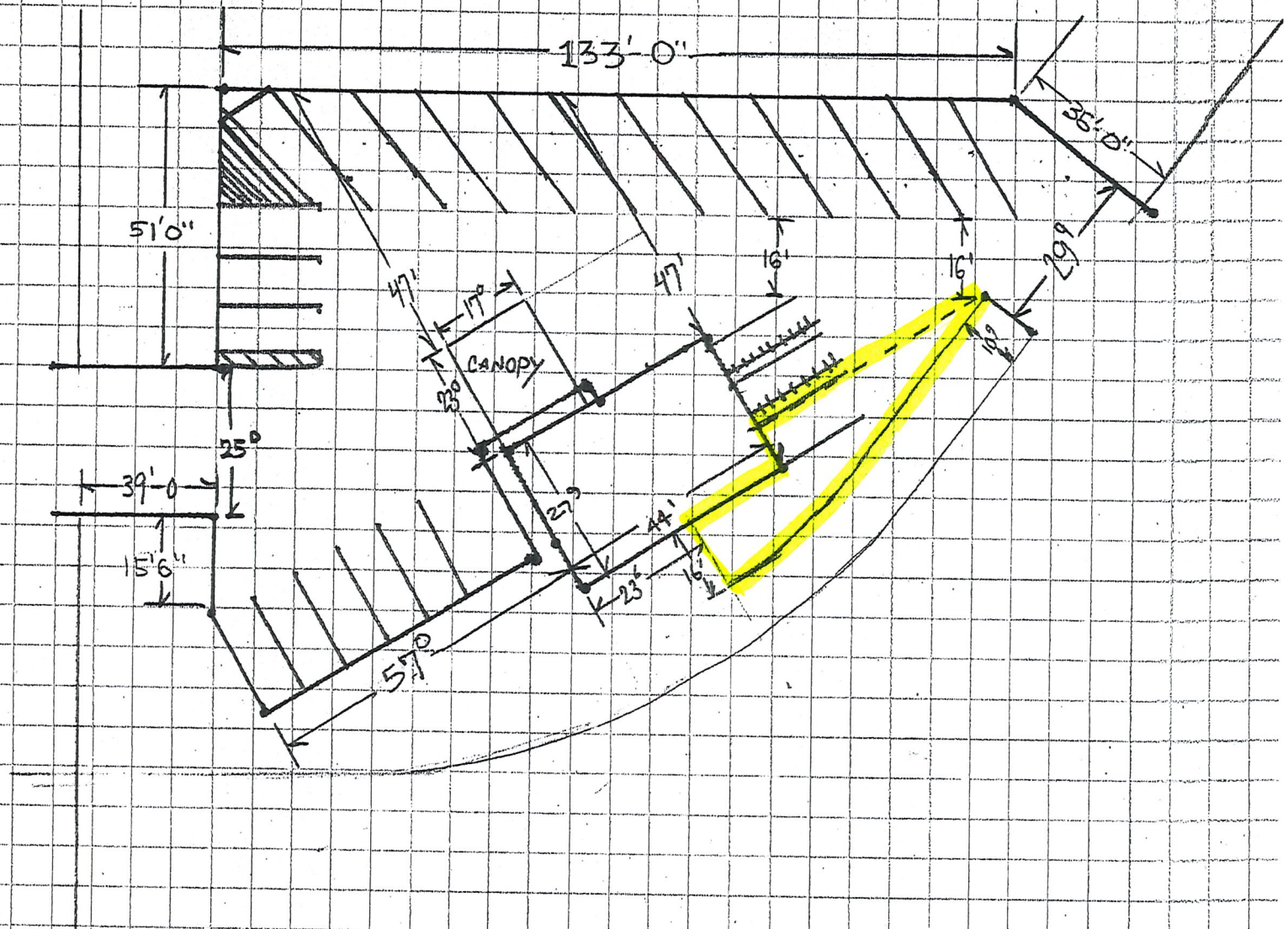
## Case File No. 23-0087 Blaine Quality Automotive

Blaine Planning Department / 10801 Town Square Dr NE / Blaine, MN 55449 / (763) 785-6180

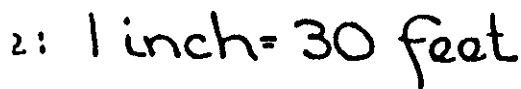


12/18/23

Applicant has presented his drawing showing 21 parking spaces that will fit on the property, he needs as many spaces as he can get. Because of the nature of his business sometimes people will leave vehicles there for a few days after completion and they sometimes get towed there at night. He doesn't always have control over what is there and when. With the additional spaces he will have more control and allows for the required driveway width. The site plan shows an outline in yellow that is proposed to be an 8-foot opaque fence for screening of refuse.



\* Front yard underground irrigation required.



Page 175 of 267

## Patricia Robinson

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**From:** Mark Ouellette <ouellettem01@gmail.com>  
**Sent:** Monday, March 4, 2024 12:25 PM  
**To:** Planning; Lori Saroya  
**Subject:** 23-0087 Quality Automotive

I cannot attend the planning commission meeting. I would like to point out that the owner did not comply with the resolution from case 23-0042. The lot was not striped I do not see that the trees were planted. There is not room on this site for 17 vehicles, he was rejected from 13 last year

Thanks  
Mark Ouellette  
763.496.8970  
[Ouellettem01@gmail.com](mailto:Ouellettem01@gmail.com)





# City of Blaine

## Planning Commission

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March 12, 2024 | 7:00 PM  
Blaine City Hall  
10801 Town Square Drive NE  
Blaine, MN 55449

### MINUTES

#### 1. Call to Order

The Blaine planning commission met in the City Hall Chambers on Tuesday, March 12, 2024. Chair Goracke called the meeting to order at 7:00PM.

#### 2. Roll Call

Members Present: Commission Members Deonauth, Gorzycki, Halpern, Homan, Olson, Swanson, and Chair Goracke.

Members Absent: None.

Staff Present: Elizabeth Showalter, Community Development Specialist  
Shelia Sellman, City Planner  
Teresa Barnes, Project Engineer

#### 4. Public Hearing

- 4.1.** 2024-707 Case File No. 23-0087 // Blaine Quality Automotive // 9664 Central Avenue NE  
The applicant is requesting a conditional use permit amendment to increase the number of vehicles allowed for overnight outside storage from 11 to 16 in the Community Commercial (B-2) zoning district.  
*Sponsors: Elizabeth Showalter, Community Development Specialist*

The report to the planning commission was presented by Elizabeth Showalter, Community Development Specialist. The public hearing for Case File 23-0087 was opened at 7:11PM.

Jeff Carson, attorney for Derrel Singh, explained the applicant, his client, was requesting an application for an amendment to an existing CUP. He stated he took issue with the criteria for beautification and compatibility. He suspected this was more often viewed when the original CUP was issued. He noted there was a CUP on this property and the property was what it was. He indicated Mr. Singh would do what he could, but he had questions about staff's recommendations. He reported the 21 parking spaces would fit on the property. He understood his client's property was located on Highway 65 but this business has been in operation for some time. He explained there were two outside storage units on the property



and these have been the subject of compliance actions. His client was in the process of having the storage units removed. He commented on the plantings suggested by staff. He stated he believed a MNDOT easement was over much of the property and he wanted to be assured that any plantings were allowed before plantings were put in place. He discussed how the property owners along Highway 65 were anticipating a noise wall would be constructed by MNDOT in the near future. If this were the case, he questioned if the plantings would be necessary. Other than the planting requirements, he explained his client would accept the conditions for granting approval.

Derrel Singh, Blaine Quality Automotive, stated the initial site plan Blaine has had on file since 1993 was an old for an old Fina Gas Station. He indicated that he believed the plan on file was not to scale and that his plan was based on measurements he took on site that he believed were more accurate than the plan on file. He explained his drawing shows that 21 parking stalls fit on the site. He provided the commission with historical information on his business noting he opened his doors in 1995. He indicated he worked through three recessions, COVID and he now owns the business. He discussed how the city's stipulations would adversely impact his small business. He discussed how he could not compete with mainstream auto repair businesses. He hoped the commission could work with him to address the parking situation on his property. He described how he works to get cars in and out for service, stating he was not willing to turn away work because he was a small business owner. He asked that the commission take into consideration the size of his property, along with the amount of outdoor storage and parking that he was allowed.

The public hearing was closed at 7:23PM.

Chair Goracke requested further information regarding the MNDOT easement.

Community Development Specialist Showalter explained the property does have a drainage and utility easement. She noted language could be added that if MNDOT objected in writing to the placement of landscaping in the easement that this condition would be waived. She reiterated that this easement has been in place the entire time, including when the landscaping was first planted. She indicated the applicant has raised concerns that some of their planting materials have been damaged or removed, but this was typical when utility work occurs, and many commercial properties place required landscaping in easements.

Chair Goracke questioned if a noise wall would be constructed along Highway 65.

Community Development Specialist Showalter reported MNDOT was completing a noise study along the Highway 65 corridor which was required for the federal funding as part of this project. She indicated the effected property owners have until March 27 to submit their ballots and based on the ballots a determination will be made whether or not noise walls will be constructed within the segments of the corridor. She explained she could confirm this fact with MNDOT prior to the council meeting and conditions of the CUP could be altered at that time if needed.

Chair Goracke commented on how the property owner had walked the property and he was convinced the parking spaces would fit. He discussed how staff had a site plan of the property from 1993.

Community Development Specialist Showalter explained staff did not contend that the stalls will not fit on the property. However, the stalls have to be marked on site by the applicant and measured by staff to verify the dimensional requirement in the code were met and this was being allowed as a more cost effective option for the applicant, since a survey would typically be required.

Chair Goracke indicated he drove by the property today and there were 19 cars onsite.

Community Development Specialist Showalter stated the question before the commission was not whether or not this many spaces fit on the property, but rather, should the site have up to 16 vehicles parked overnight.

Chair Goracke asked why the applicant had not installed any of the landscaping as per the city's requirement from last October.

Mr. Singh stated he was scared. He indicated he got approached by a Blaine city official stating a bench warrant was issued for his arrest unless he amended his CUP to allow for additional overnight parking and outdoor storage. He explained he was uncertain how to proceed and was fearful for his business, so he applied for a smaller amount of storage. He stated this time around he had more time to think and present his case to the commission. It was his hope the commission would take into consideration the facts on the property.

Commissioner Olson questioned if the applicant could agree with the recommendations for the outside storage.

Mr. Singh indicated he could agree with the recommendations regarding outside storage. However, he noted he was concerned with how the sewer drain on his property would be impacted by the foundation for the outdoor storage building. He requested the city allow him to install an eight foot privacy fence with a gate for the outdoor storage.

Community Development Specialist Showalter explained the requirement for the trash enclosure was a requirement within the zoning code and deviations from these standards were not granted within a CUP. As such, the applicant could apply for a variance from the trash enclosure requirements in the zoning code, but that it is also a requirement in the fire code, and there is no opportunity to receive a variance from fire code requirements.

Commissioner Olson inquired if the city could allow the outdoor storage area to be fenced. She noted there were other businesses in Blaine that have fences surrounding their outdoor storage areas.

Community Development Specialist Showalter commented the commission could add a condition to allow fencing for the outdoor storage area if the commission believed the criteria for granting a CUP would be met. She indicated that other auto repair businesses had fenced vehicle storage areas behind buildings, but was not aware of any located in front of a building. She stated it would be up to the commission to determine if this proposed fenced in area meets the CUP criteria.

Commissioner Homan questioned if the applicant received a code enforcement violation for having too many cars stored onsite overnight.

Community Development Specialist Showalter explained the city has ceased code enforcement efforts regarding overnight storage, since the applicant applied for a CUP amendment to address the number of vehicles allowed onsite for overnight parking. She was uncertain how many cars were on the most recent code enforcement report, but noted the number was more than 11, which was the number currently allowed within the CUP for the property.

Chair Goracke commended Mr. Singh for keeping his business operational through the past three recessions and COVID. He explained this was a hard request for the commission to consider.

Commissioner Halpern asked if the 16 parking stalls would meet the actual needs for the business.

Mr. Singh stated the drawing he submitted supports utilization of the property. He indicated he got the vertical or diagonal parking dimensional numbers from the Planning and Zoning Department. He reviewed the proposed parking lot changes in further detail with the commission. He explained the 16 overnight parking spaces would be adequate with the four open spots during the day. He commented on how he was unable to determine if and when tow trucks drop off cars in the overnight hours. He stated he was running a business and believed he was stuck between a rock and a hard place.

Commissioner Halpern questioned if this business had outgrown the amount of real estate that it currently had.

Mr. Singh indicated the challenge he was facing with his business was getting parts on time and the availability of parts. He stated cars were now sitting onsite longer than they used to while he waits for parts. He asked for clarification from staff on how the city defined an access aisle.

Community Development Specialist Showalter described how the city defined an access aisle noting they had to be the same width as a parking stall (eight feet) and must be located next to the required accessible parking stall. She commented on how staff had used the 21 stall layout submitted by the applicant and removed four stalls for daily parking and one stall for the access aisle, which resulted in 16 stalls that could be used for overnight parking, if allowed by an approved CUP.

**Motion by Commissioner Halpern to recommend approval of Planning Case 23-0087 based on the following conditions:**

**Case 23-0087:**

- 1. Any vehicle storage beyond the 16 vehicles permitted by this CUP shall be removed by June 30, 2024.**
- 2. All stalls must meet the dimensional requirements listed in 33.13 of the zoning code.**
- 3. One accessible parking stall is required, which shall include the associated access aisle.**

4. The applicant shall mark the proposed striping on site prior to final striping to verify the dimensional requirements of 33.13 are met prior to June 30, 2024.
5. Outside overnight storage shall be limited to the 16 parking stalls indicated on the attached site plan. If the proposed stalls do not fit on site at the dimensions required by 33.13, the applicant will need to reduce the number of vehicles stored outside overnight to have 4 stalls remaining that are not used for storage and vehicles may not be stored in the required access aisle.
6. The parking lot shall be striped, including any required accessible parking stalls, by July 31, 2024.
7. Two six foot tall conifer trees and thirteen shrubs shall be planted along the Highway 65 frontage prior to July 31, 2024. A landscape plan showing the proposed trees and shrubs shall be provided by June 30, 2024.
8. Hours of operation are limited to 7AM to 7PM on weekdays, and 8:30AM to 1PM on Saturday.
9. All vehicle parking to be on-site. No vehicle parking on the frontage road.
10. No vehicle repair may occur outside.
11. All vehicles stored outside must be licensed with current registration and appear drivable. Vehicles on blocks may not be stored outside overnight.
12. Recommending the applicant work with staff and MNDOT to properly locating any plantings to come into compliance and to minimize the impact on the easement.

**Motion seconded by Commissioner Swanson. The motion passed 7-0.**

Chair Goracke noted this would be on the agenda of the April 1, 2024 city council meeting.



# City of Blaine

## Staff Report

File Number: ORD 24-2547

| Agenda Date   | Status    |
|---------------|-----------|
| April 1, 2024 |           |
| In Control    | File Type |
| City Council  | Ordinance |

**Development Business** - Sheila Sellman, City Planner

### Agenda Item # 10.3

First Reading

Ordinance Granting an Amendment to the Blaine Zoning Code Highway 65 Overlay District (HOD), Adding Conditional Uses, Prohibited Uses and Modifying Performance Standards. City of Blaine (Case File No. 24-0013/SAS)

### Executive Summary

The proposed ordinance amendment adds prohibits uses, conditional uses and modifies performance standards.

### Background

|                                    |          |
|------------------------------------|----------|
| Planning Commission Public Hearing | 03/12/24 |
| City Council (1st Reading)         | 04/01/24 |
| City Council (2nd Reading)         | 04/15/24 |

Staff report prepared by Sheila Sellman, City Planner

At the December 11, 2023, Council Workshop, council directed staff to create an ordinance/overlay for properties south of Highway 10 along Central Avenue/Highway 65 and to create performance standards for self-storage in this area. This was in response to a development proposal for the property at 8634 Central Avenue. The proposal included self-storage, which is not currently allowed.

The Highway 65 Overlay (HOD) is an existing overlay in the zoning code, Section 32.50. This overlay district applies to all properties which are zoned Community Commercial (B-2), Regional Commercial (B-3), Office Park (B-4), Planned Business District (PBD), Light Industrial (I-1), Heavy Industrial (I-2), Medium Density Multi-Family (R-3B) and High Density Multi-Family (R-3C), and located within seven hundred fifty (750) feet of the centerline of the right-of-way of Highway 65. Where only a portion of a parcel lies within seven hundred fifty (750) feet of the Highway 65 centerline, the ordinance applies to the entire

parcel.

The purpose of this overlay district is to establish minimum standards for exterior architecture, design, landscaping, and signage of buildings that contribute to a community image of quality, visual aesthetics, permanence, and stability which are in the best interest of the citizens of the City. Since there is already a zoning overlay in place, staff suggests amending and updating this ordinance instead of creating a whole new district. The same objectives can be accomplished by amending this ordinance. At the February 12, 2024, council workshop, council agreed to this method and directed staff to proceed with the ordinance amendment.

The underlying zoning provides the list of permitted and conditional uses with development standards and the overlay is an added layer that also has development parameters that need to be met. Certain uses can be allowed or prohibited in the overlay that might be in conflict with what the underlying zoning district has. The overlay district will supersede the underlying district. The majority of the properties in the HOD are zoned B-2 and B-3. Those ordinances are attached as reference.

Based on council direction, staff have added a new section to the HOD for development south of Highway 10. This area is proposed to allow self-storage as a conditional use (with development parameters) and allow for reduced setbacks. It should be noted that some of the current property uses may become legal non-conforming uses if the proposed changes are made or if the council wants to prohibit more uses.

In 2023, the City Council adopted a moratorium to study zoning related to car washes in the city. The City Council discussed this topic at two workshops and provided direction to prohibit new car washes in the Highway 65 Overlay District. This would prohibit new stand-alone and car washes accessory to convenience stores in the district.

**Attachment List:**

HOD Map

Proposed Ordinance

B-2 & B-3 Zoning Ordinances

Public Comment

Unapproved Planning Commission Minutes 3/12/24

**Strategic Plan Relationship**

Not applicable.

**Board/Commission Review**

The Planning Commission voted to remove self-storage as a conditional use and otherwise recommend approval of the ordinance. Minutes of the meeting are attached.

**Financial Impact**

Not applicable.

## Public Outreach/Input

Notices of a public hearing were:

1. Published in Blaine/Spring Lake Park/Columbia Heights/Fridley Life.
2. Posted on the City website.

## Staff Recommendation

By motion, introduce the ordinance for first reading and direct that it be placed on file for second reading at the April 15, 2024 Council meeting.

## Attachment List

1. Attachments
2. Unapproved PC Minutes 3/12/24



# City of Blaine

**Signature Copy**

Ordinance: ORD 24-2547

## **First Reading**

**Ordinance Granting an Amendment to the Blaine Zoning Code Highway 65 Overlay District (HOD), Adding Conditional Uses, Prohibited Uses and Modifying Performance Standards. City of Blaine (Case File No. 24-0013/SAS)**

**THE CITY OF BLAINE DOES ORDAIN:** (Added portions are underscored and deleted portions are shown in overstrike.)

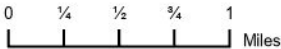
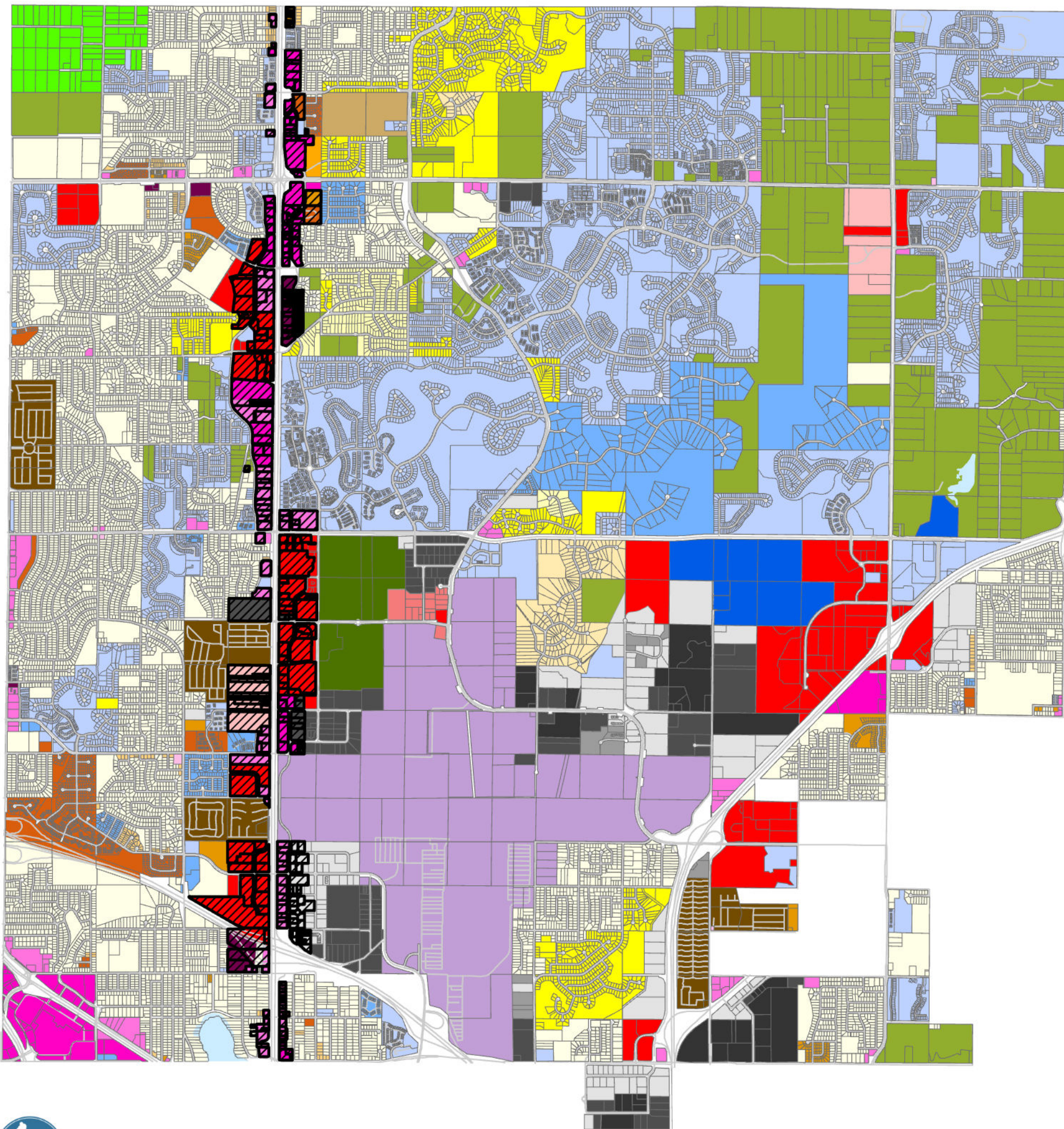
See attached draft ordinance.

**INTRODUCED** and read in full this 1st day of April, 2024.

**PASSED** by the City Council of the City of Blaine the      day of      , 20   .



# Zoning Map



Disclaimer: This document has been compiled using information gathered from various governmental offices and other sources and is to be used for reference purposes only. Every effort has been made to make sure the completeness and accuracy on this document. The City of Blaine does not represent that the data can be used for exact measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found, please contact (763) 717-2639.

This map is in draft form and should not be looked upon as a legal document.  
Map Created By City of Blaine GIS  
Data provided by City of Blaine Planning Department  
Map Date: January 2024



## Legend

- |                                       |                                 |                                 |                                    |
|---------------------------------------|---------------------------------|---------------------------------|------------------------------------|
| B-1 - Neighborhood Business           | PBD - Planned Business District | AG - Agriculture                | R-3B - Medium Density Multi-Family |
| B-2 - Community Commercial            | RR - Regional Recreation        | FR - Farm Residence             | R-3C - High Density Multi-Family   |
| B-3 - Regional Commercial             | Airport                         | RE - Residential Estate         | R-4 - Mobile Homes                 |
| B-4 - Office Research Park            | I-1 - Light Industrial          | R-1 - Single Family             | DF - Development Flex              |
| B-5 - Town Commercial                 | I-1A - Light Industrial         | R-1A - Single Family            | RF - Residential Flex              |
| RD - 105th Ave Redevelopment District | I-2 - Heavy Industrial          | R-1AA - Single Family           | Highway Overlay District           |
|                                       | I-2A - Heavy Industrial         | R-1B - Single Family            |                                    |
|                                       | POD - Planned Office District   | R-2 - Two Family                |                                    |
|                                       |                                 | R-3A - Low Density Multi-Family |                                    |



## **32.50 HIGHWAY 65 OVERLAY DISTRICT (HOD)**

### **32.51 Intent.**

The purpose of this overlay district is to promote the development of an attractive view of the community from Highway 65 through architectural and signage controls, landscaping, screening, building orientation to establish and establish minimum standards, ~~for exterior architecture, design, landscaping, and signage of buildings~~ that contribute to a community image of quality, visual aesthetics, permanence, and stability ~~which are in the best interest of the citizens of the City. along the Highway 65 corridor.~~

~~These standards are further intended to ensure coordinated design of building exteriors, additions and accessory structure exteriors in order to prevent visual disharmony; minimize adverse impacts on adjacent properties from buildings which are or may become unsightly, and buildings that detract from the character and appearance of the area. It is not the intent of this ordinance to unduly restrict design freedom when reviewing and approving project architecture in relationship to the proposed land use, site characteristics and interior building layout.~~

(Ord. No. 98-1746, added 10-15-1998; Ord. No. 20-2447 , 7-20-2020)

### **32.52 Scope of application.**

This overlay district shall apply to all properties which are zoned B-2 (Community Commercial), B-3 (Regional Commercial), B-4 (Office Park), B-5 (Town Commercial) PBD (Planned Business District), I-1 (Light Industrial), I-2 (Heavy Industrial) R-3B (Medium Density Multi-Family) and R-3C (High Density Multi-Family), which are located within seven hundred fifty (750) feet of the centerline of the right-of-way of Highway 65. Where only a portion of a parcel lies within seven hundred fifty (750) feet of the Highway 65 centerline, the ordinance shall apply to the entire parcel. (Ord. No. 98-1746, added 10-15-1998)

(Ord. No. 20-2447 , 7-20-2020)

### **32.53 Prohibited uses.**

~~The following uses are prohibited within the Highway 65 Overlay District:~~

~~(a) Carwashes•~~

~~(b)–Outside display area for boat sales or recreational vehicles.~~

~~(c) Pawn shop~~

~~(d) Self Storage facility north of Highway 10~~

~~(e)•–Small equipment rental yards.~~

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(Ord. No. 98-1746, added 10-15-1998; Ord. No. 07-2139, amended 8-2-2007; Ord. No. 20-2447, 7-20-2020)

### **32.54 ~~Architectural Control~~Standards.**

For development of properties within the Highway 65 Overlay District, the following standards shall be applied:

(a) ~~Construction materials.~~

- (1) At least fifty percent (50%) of all exterior wall finishes on any building shall be comprised of a combination of at least three (3) of the following materials with all materials present on each elevation:
  - Brick.
  - Natural or cultured stone.
  - Glass.
  - Masonry stucco or EIFS.
  - Cementitious siding.
  - Architectural metal.
  - Integrally colored rock faced block.
  - Other comparable or superior material as approved by the Zoning Administrator.
- (2) The remaining fifty percent (50%) of all exterior wall finishes shall be comprised of any combination of decorative or rock face concrete block and textured concrete panels or other comparable or superior materials as approved by the Zoning Administrator. All building materials subject to approval of the Zoning Administrator. (Ord. No. 99-1807, amended 8-19-1999)
- (3) Buildings may be constructed of primarily one (1) of the materials listed in subsection (1), if the design exceeds the intent of the ordinance.
- (4) Buildings shall be oriented towards Highway 65 or at a minimum, give the appearance of having a front facing Highway 65 if adjacent to Highway 65.
- (5) Building articulation elements shall be provided at a maximum of average spacing of 40 feet.

~~(b) Architectural design.~~

- ~~(1) Each building design will be reviewed for at least the following considerations:~~

- ~~Appropriate location of structures on the site with relationship to other site amenities, restrictions, adjacent land usage, etc.~~
- ~~General massing, roof treatments, proportion and quantity of exterior openings.~~
- ~~Use of exterior materials as they relate to adjacent structures, and their impact on the quality and character of the immediate area.~~
- ~~Screening of mechanical equipment, tanks, loading docks, refuse handling, ancillary equipment, etc., whether on the roof or on the site.~~

(6) No more than 75% of the building sides visible from Highway 65 may be constructed of decorative concrete block, pre-cast concrete or stucco.

(7) The exterior of the building shall have varied and interesting detailing. Large undorned walls shall be prohibited (50' or more). All large walls viewable from Highway 65 must be relieved by architectural detailing, such as change in materials, change in color, offsets, or other significant visual relief provided in a manner or at intervals in keeping with the size, mass and scale of the wall and its views from the public right-of-way.

(8) Exterior building material colors shall be complimentary of other buildings within the district.

(c) *Landscaping.*

- (1) Applicable landscaping requirements set forth in Section 33.07 shall apply at least twenty-five percent of the required trees must be oversized. ~~be increased by 1.5 times, which shall include at least twenty-five percent (25%) of the number of ornamental, conifer and overstory trees exceeding minimum size requirements in the front yard adjacent to Highway 65 or the service drive adjacent to Highway 65.~~

~~(d) *Signage.*~~

- ~~(1) All wall signs shall be comprised of individual letters.~~
- ~~(2) All monument signs shall incorporate materials and architectural design consistent with the principal building.~~

- (e) *Truck Parking.* Truck parking shall not be permitted in any yard adjacent to Highway 65. Sites where it can be anticipated that there will be a need or occasion for parking of trucks shall provide space for semi-tractor/trailer parking. Such parking shall be located in a yard not adjacent to Highway 65 and shall be effectively screened from Highway 65 by principal ~~or accessory buildings, or landscaping,~~ berming, etc.

- 
- (f) ~~Gasoline Sales Standards. Each Conditional Use Permit for gasoline sales will be reviewed. (Ord. No. 98-1746, added 10-15-1998)~~

(Ord. No. 20-2447 , 7-20-2020)

**32.55 ~~Property South of Highway 10 R-3B (medium density multi-family) and R-3C (high density multi-family) residential.~~**

- (a) ~~Conditional uses (in addition to what is permitted with the underlying zoning district):  
Self Storage Facility as part of a mixed use~~

~~(1)) Self Storage Facility Standards:~~

~~(aa) Must be part of a mixed-use project with a minimum of XXX square feet of other commercial use not related to the operations of the storage facility.~~

~~(bb) Storage units must be climate controlled~~

~~(cc) The self storage facility must be located in the rear of the property and not adjacent to Highway 65~~

~~(dd) No self storage facility may be located within 1,500 feet of another storage facility~~

~~(ee) Setback from residential is 100 feet.~~

~~(b) Building Setbacks along Central Avenue frontage road~~

~~(aa) front yard setback -30 feet~~

~~(bb) side yard setback – 20 feet – when adjacent to residential districts 50 feet~~

~~(i) A reduction in the required setback buffer may be requested by following the requirements of section 33.20, Buffer Yard Flexibility~~

~~(cc) Rear yard setback – 20 feet -when adjacent to residential districts 50 feet~~

~~(i) A reduction in the required setback buffer may be requested by following the requirements of Section 33.20 Buffer Yard Flexibility~~

~~(c) Parking and driveways minimum setbacks from the property line:~~

~~(aa) Front yard/corner side -25 feet~~

~~(bb) Side yard -10 feet~~

~~(cc) Rear yard – 10 feet~~

~~(dd) When adjacent to any residentially zoned property, the side yard and rear yard parking/driveway setback shall be a minimum of 25 feet.~~

~~Landscaping. Applicable landscaping requirements set forth in Section 33.07 shall be increased by 1.5 times, which shall include at least twenty-five percent (25%) of the number of ornamental, conifer and overstory trees exceeding minimum size~~

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~~requirements in the front yard adjacent to Highway 65 or the service drive adjacent to Highway 65.~~

- ~~(b) An opaque buffer screen along Highway 65 shall be established comprised of a combination of berming, fencing and landscaping as approved by the Zoning Administrator. Degree of opaqueness based on landscape plantings providing coverage four (4) years after planting.~~

~~(Ord. No. 98-1746, added 10-15-1998; Ord. No. 20-2447, 7-20-2020)~~

### **32.56 Standards for mini-storage facilities.**

~~Existing legal non-conforming self-storage facilities shall be required to follow the standards of Section 32.54 for any portion of a building that lies within two hundred (200) feet of a public right-of-way. Those buildings beyond two hundred (200) feet may be constructed of decorative masonry block designed architecturally compatible with Section 32.54 as approved by the Zoning Administrator. All other sections of Section 32.50 shall apply to mini-storage facilities.~~

~~(Ord. 99-1807, added 8-19-1999; Ord. No. 20-2447, 7-20-2020)~~

### **30.10 COMMUNITY COMMERCIAL (B-2)**

#### **30.11 Intent.**

Intended to provide retailing and services of both a convenience and durable nature to shoppers, such as apparel, furniture, food, banking and financial services for a trade area of nearby residential neighborhoods.

(Ord. No. 20-2447 , 7-20-2020)

#### **30.12 Permitted uses.**

- (a) General retail, except when specifically listed elsewhere in the ordinance
- (b) Banks.
- (c) Restaurants.
- (d) Brew Pubs.
- (e) Personal services, including massage, hair salons, and similar businesses.
- (f) Dry cleaning and laundry.
- (g) Repair services, excluding repair of vehicles and small engines.
- (h) Business and professional offices, including medical offices.
- (i) Personalized instructional services and fitness centers, total floor area limited to 4,000 square feet without a conditional use permit. ( Ord. No. 22-2514 , 12-19-2022)
- (j) Portrait or art studio.
- (k) Medical cannabis dispensary.
- (l) Taproom. ( Ord. No. 22-2514 , 12-19-2022)

(Ord. No. 20-2447 , 7-20-2020; Ord. No. 22-2514 , 12-19-2022)

#### **30.13 Accessory uses.**

Signs as regulated in Section 34.07(c).

(Ord. No. 20-2447 , 7-20-2020)

### **30.14 Conditional uses.**

- (a) Animal hospitals.
- (b) Amusement and recreation.
- (c) Fitness center not meeting the requirements of subsection 30.12(i). ( Ord. No. 22-2514 , 12-19-2022)
- (d) Gasoline station.
- (e) Minor auto repair.
- (f) Car wash.
- (g) Construction and contractor's offices.
- (h) Day care centers—Commercial. (Ord. No. 89-1140, amended 5-18-1989)
- (i) Educational uses not meeting the requirements of 30.12 (i).
- (j) Small equipment rental; moving van rental and minor repair. Moving vans are limited to single rear axle vans and trucks up to thirty-three (33) feet in total overall length. Repair activities are limited to moving vans owned or leased by the equipment rental facility. (Ord. No. 95-1575, amended 9-21-1995)
- (k) Meeting/assembly halls.
- (l) Motels/hotels.
- (m) Open sales lot.
- (n) Private clubs.
- (o) Restaurants with live entertainment or outdoor dining. (Ord. No. 95-1573, amended 9-21-1995)
- (p) Theaters.
- (q) Vocation, technical, and trade schools.
- (r) Zero lot line splits with shared parking and/or access.
- (s) Off-Sale Liquor Stores. (Ord 86-928, amended 2-20-1986)
- (t) Two (2) or more buildings on same lot. (Ord. No. 88-1087, amended 6-16-1988)
- (u) Churches. (Ord. No. 91-1266, amended 10-3-1991)
- (v) Adult Uses-Principal. As defined and licensed under Article VI - Blaine Municipal Code. (Ord. No. 93-1320, amended 1-7-1993)



- (w) Domestic animal indoor kennel and training facilities. (Ord. No. 93-1479, amended 11-18-1993)
- (x) Major automobile repair for passenger vehicles. (Ord. No. 94-1534, amended 9-1-1994)
- (y) Funeral Homes. (Ord. No. 03-1983, added 6-26-2003; Ord. No. 03-1990, Amended 8-21-2003)
- (z) Vehicle Rental Agency with up to 15 vehicles on site. (Ord. No. 05-2063, added 10-20-2005; Ord No. 18-2407, amended 6-21-2018)
- (aa) Pawn shop. (Ord. No. 09-2179, added 2-19-2009)
- (bb) Indoor vehicle sales associated with and on the same property as major automobile repair.  
(Ord. No. 14-2295, added 10-16-2014; Ord. No. 20-2447 , 7-20-2020; Ord. No. 22-2514 , 12-19-2022)

### **30.15 Standards.**

- (a) Reserved. ( Ord. No. 22-2514 , 12-19-2022)
- (b) Front yard setback—Fifty (50) feet. (Ord. No. 93-1491, amended 12-16-1993)
- (c) Side yard setback—Twenty (20) feet when adjacent to commercial or industrial districts; corner lot fifty (50) feet; when adjacent to residential districts—One hundred (100) feet. (Ord. No. 93-1491, amended 12-16-1993)
  - (1) A reduction in the required setback buffer may be requested by following the requirements of Section 33.20 , Buffer Yard Flexibility. (Ord. No. 86-937, amended 4-3-1986)
- (d) Rear yard setback—Twenty (20) feet when adjacent to commercial or industrial districts; when adjacent to residential districts—One hundred (100) feet.
  - (1) A reduction in the required setback buffer may be requested by following the requirements of Section 33.20, Buffer Yard Flexibility. (Ord. No. 86-937, amended 4-3-1986; Ord. No. 22-2514 , 12-19-2022)
- (e) In the event where front, side or rear setback requirements from a differing adjacent district fall within a public street or highway right-of-way, the minimum setback shall be twenty (20) feet from the property line but not less than the required setback from the adjacent differing district boundary.
- (f) Maximum building height shall not exceed three (3) stories, or fifty (50) feet in height, whichever is less.

(g) Parking and driveways may be constructed to within the following minimum setbacks of property line: (Ord 85-898, amended 8-15-1985)

(1) Front yard/corner side yard ..... 30 feet.

(2) Side yard ..... 10 feet.

(3) Rear yard ..... 10 feet.(Ord. No. 95-1553, amended 4-20-1995)

When a B-2 zoning district is located adjacent to any residentially zoned property, the side yard and rear yard parking/driveway setback shall be a minimum of twenty-five (25) feet.

(h) Off-street loading—Refer to Section 33.15.

(i) Major Automobile Repair Standards. (Ord. No. 94-1534, amended 9-1-1994)

(1) No outside storage of vehicle that have exterior damage or are dismantled.

(2) No air quality or noise impact to adjacent properties shall be permitted.

(3) Additional screening as determined by the Zoning Administrator.

(4) A seventy-five-foot landscaped buffer between a major automobile repair facility and all residential zoning districts.

(Ord. No. 94-1539, amended 11-17-1994; Ord. No. 20-2447 , 7-20-2020; Ord. No. 22-2514 , 12-19-2022)

### **30.16 Landscaping.**

(a) All open areas of any lot not used for parking, driveways, or storage, shall be landscaped with trees, shrubs, berms, and planted ground covers.

(b) It shall be the owners responsibility to see that the landscaping is maintained in an attractive and well maintained condition. The owner shall also replace any dead or damaged trees or shrubs with a similar species. Any dead or damaged sod shall also be replaced.

(c) All vacant lots or portions of lots shall be maintained in an orderly manner, free of litter and junk.

(d) All lots in this district shall provide a landscaped yard. This yard shall be kept clear of all structures, storage and off-street parking. Except for driveways, the yard shall extend along the entire boundaries of the site. This yard shall have a minimum width of not less than ten (10) feet.

(e) For additional landscaping requirements, refer to Section 33.07.

- 
- (f) Underground irrigation shall be required for all yards. Such irrigation shall extend to include public boulevards and into landscaped parking islands, except natural areas to be preserved. (Ord. No. 88-1075, amended 3-17-1988; Ord. No. 89-1177, added 1-4-1990; Ord. No. 20-2447 , 7-20-2020)

### **30.17 Screening.**

On a lot adjacent to a lot in a residential district, there shall be an opaque screen made up of trees and/or berms and a six foot high solid fence made of maintenance free materials.

(Ord. No. 20-2447 , 7-20-2020)

### **30.18 Storage.**

- (a) Refuse facilities, except for individual containers for public use, shall be located only in the side yards or rear yards when feasible. Refuse facilities may be located in the front yard subject to approval of the Zoning Administrator. Such facilities shall be constructed of masonry materials such as brick or textured block in colors compatible with the principal structure. Such facilities shall have solid gates.
- (b) No outdoor storage of any materials is permitted except as provided for in Section 30.19. (Ord. No. 02-1948, amended 6-20-2002)
- (c) Employee service vehicles with a maximum of 10,000 GVW, associated with a commercial retail business that is specifically mentioned in this zoning district, may be parked outside under conditions as approved by the Zoning Administrator. Vehicles associated with a commercial retail business specifically mentioned in this zoning district greater than 10,000 GVW may be parked in a loading area with at least one overhead door approved by the Zoning Administrator and meeting the requirements of 33.14 of the Zoning Code. (Ord. No. 91-1267, amended 10-3-1991)

(Ord. No. 20-2447 , 7-20-2020; Ord. No. 22-2494 , 1-19-2022)

### **30.19 Outside display.**

Outside display in B-2 retail sites is allowed provided the following standards are met:

- (a) Outside display area is limited to a maximum of thirty percent (30%) of the width of a building frontage and is not to exceed a total of one hundred

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fifty (150) square feet of area for buildings under 40,000 square feet and not to exceed 400 square feet for buildings larger than 40,000 square feet. Building frontage is defined as the dimension or width of a store front occupied by the retailer establishing the outside display. For purposes of this ordinance a frontage must contain a public or customer entrance or exit and no space is allowed more than two (2) frontages.

- (b) Outside display to be located immediately adjacent to and within the dimensions of the building frontage and shall not extend from the front building edge more than fifty (50) inches.
- (c) Outside display shall not exceed a height of sixty (60) inches.
- (d) Vending machines or cabinets for items such as beverages, ice and propane are exempt from the height and area restrictions provided they are limited to a maximum of three (3) machines or cabinets per frontage.
- (e) Outside display shall not be located so as to block pedestrian walkways, doorways, parking stalls, drive aisles (including access for emergency services). Thirty-six (36) inches is the minimum width required to maintain pedestrian access.
- (f) Outside display to be maintained in an orderly and attractive manner that does not detract from the image of the community or adjacent businesses.
- (g) Outside display should be a representation of the products sold on site, not a storage area for inventory on pallets.
- (h) Products shall be able to be sold from the display.

(Ord No. 02-1948, added 6-20-2002; Ord. No. 20-2447 , 7-20-2020)

### **30.191 Architectural control.**

- (a) At least fifty percent (50%) of all exterior wall finishes on any building shall be comprised of a combination of at least three (3) of the following materials with all materials present on each elevation.
  - (1) Brick.
  - (2) Natural or cultured stone.
  - (3) Glass.
  - (4) Stucco or EIFS.
  - (5) Cementitious siding.

- 
- (6) Architectural metal.
  - (7) Integrally colored rock faced block.
  - (b) The remaining portion of all exterior wall finishes shall be comprised of any combination of decorative, rock faced concrete block and textured concrete panels or other comparable or superior materials as approved by the zoning administrator. All materials subject to Zoning Administrator approval.
  - (c) Buildings may be constructed of primarily one of the materials listed in subsection (a) if the design meets or exceeds the intent of the ordinance.
  - (d) All buildings to incorporate four sided design.
  - (e) Gasoline canopies support columns shall be constructed of masonry materials consistent with the principal building to a minimum height of 5 feet.
- (Ord. No. 20-2447 , 7-20-2020)

### ***30.20 REGIONAL COMMERCIAL (B-3)***

#### **30.21 Intent.**

Intended to provide retailing and services of both a convenience and durable nature to shoppers, such as apparel, furniture, food, banking and financial services for a regional trade area.

(Ord. No. 93-1491, amended 12-16-1993; Ord. No. 20-2447 , 7-20-2020)

#### **30.22 Permitted uses.**

- (a) General retail, except when specifically listed elsewhere in the ordinance.
- (b) Banks.
- (c) Restaurants.
- (d) Brew Pubs.
- (e) Personal services, including massage, hair salons, and similar businesses.
- (f) Dry cleaning and laundry.
- (g) Repair services, excluding repair of vehicles and small engines.
- (h) Business and professional offices, including medical offices.
- (i) Personalized instructional services and fitness centers, total floor area limited to 4,000 square feet without a conditional use permit. ( Ord. No. 22-2514 , 12-19-2022)
- (j) Portrait or art studio.
- (k) Medical cannabis dispensary.
- (l) Taproom. ( Ord. No. 22-2514 , 12-19-2022)

(Ord. No. 84-850, amended 11-15-1984; Ord. No. 20-2447 , 7-20-2020; Ord. No. 22-2514 , 12-19-2022)

#### **30.23 Accessory uses.**

Signs as regulated in Section 34.07(a).

(Ord. No. 93-1491, amended 12-16-1993; Ord. No. 20-2447 , 7-20-2020)

#### **30.24 Conditional uses.**

- (a) Animal hospitals.
- (b) Amusement and recreation.
- (c) Fitness center not meeting the requirements of 30.12(i). ( Ord. No. 22-2514 , 12-19-2022)
- (d) Vehicle sales lot, for passenger vehicles only subject to the following standards.

- 
- (1) Minimum lots size shall be four (4) acres.
  - (2) Minimum building size shall be twenty five thousand (25,000) square feet.
  - (3) Site shall incorporate extensive berming along street frontages.
  - (4) Vehicle storage and display areas to have minimum twenty-five (25) foot setback from all interior property lines and forty (40) foot setback from any public right-of-way.
- (e) Gasoline station.
  - (f) Minor auto repair.
  - (g) Indoor vehicle sales.
  - (h) Boat sales and display areas.
  - (i) Bowling alleys.
  - (j) Car wash.
  - (k) Construction and contractor's offices.
  - (l) Dance Hall.
  - (m) Day care centers—Commercial. (Ord. No. 89-1140, amended 5-18-1989)
  - (n) Educational uses.
  - (o) Meeting/assembly halls.
  - (p) Manufactured home sales lots.
  - (q) Hotels.
  - (r) Private clubs.
  - (s) Recreational vehicle sales lots and showrooms.
  - (t) Restaurants with live entertainment or outdoor dining. (Ord. No. 95-1573, amended 9-21-1995)
  - (u) Skating rinks.
  - (v) Small equipment rental; moving van rental and minor repair. Moving vans are limited to single rear axle vans and trucks up to thirty-three (33) feet in total overall length. Repair activities are limited to moving vans owned or leased by the equipment rental facility. (Ord. No. 95-1575, amended 9-21-1995)
  - (w) Theaters.
  - (x) Vocational, technical, and trade schools.
  - (y) Zero lot line split with shared access and/or parking.
  - (z) Off-Sale Liquor Stores. (Ord No. 86-928, amended 2-20-1986)
  - (aa) Two (2) or more buildings on same lot. (Ord. No. 88-1087, amended 6-16-1988)
  - (bb) Churches. (Ord. No. 91-1266, amended 10-3-1991)
  - (cc) Adult Uses—Principal. As defined and licensed under Article VI—Blaine Municipal Code. (Ord. No. 93-1320, amended 1-7-1993)
  - (dd) Domestic animal indoor kennel and training facilities. (Ord. No. 93-1479, amended 11-18-1993)
  - (ee) Major automobile repair for passenger vehicles. (Ord. No. 94-1534, amended 9-1-1994)

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- (ff) Funeral homes. (Ord. No. 03-1983, added 6-26-2003; Ord. No. 03-1990, amended 8-21-2003)
  - (gg) Vehicle Rental Agency with up to 15 vehicles on site. (Ord. No. 05-2063, added 10-20-2005; Ord. No. 18-2407, amended 6-21-2018)
  - (hh) Pawn shop. (Ord. No. 09-2179, added 2-19-2009)
- (Ord. No. 20-2447 , 7-20-2020; Ord. No. 22-2514 , 12-19-2022)

### **30.25 Standards.**

- (a) Reserved. ( Ord. No. 22-2514 , 12-19-2022)
- (b) Front yard setback—Fifty (50) feet.
- (c) Side yard setback—Twenty (20) feet when adjacent to commercial or industrial districts; when adjacent to residential districts—one hundred (100) feet. ( Ord. No. 22-2514 , 12-19-2022)
  - (1) A reduction in the required setback buffer may be requested by following the requirements of Section 33.20, Buffer Yard Flexibility. (Ord. No. 86-937, amended 4-3-1986; Ord. No. 22-2514 , 12-19-2022)
- (d) Rear yard setback—Twenty (20) feet when adjacent to commercial or industrial districts; when adjacent to residential districts—one hundred (100) feet. ( Ord. No. 22-2514 , 12-19-2022)
  - (1) A reduction in the required setback buffer may be requested by following the requirements of Section 33.20, Buffer Yard Flexibility. (Ord. No. 86-937, amended 4-3-1986; Ord. No. 22-2514 , 12-19-2022)
- (e) In the event where front, side or rear setback requirements from a differing adjacent district fall within a public street or highway right-of-way, the minimum setback shall be twenty (20) feet from the property line but not less than the required setback from the adjacent differing district boundary.
- (f) Buildings exceeding three (3) stories or fifty (50) feet in height, whichever is less, must obtain a conditional use permit. (Ord. No. 90-1235, amended 10-18-1990)
- (g) Parking and driveways may be constructed to within the following minimum setbacks of property line: (Ord. No. 85-898, amended 8-15-1985)
  - (1) Front yard/corner side yard ..... 30 feet.
  - (2) Side yard ..... 10 feet.
  - (3) Rear yard ..... 10 feet. (Ord. No. 95-1553, amended 4-20-1995)

When a B-3 zoning district is located adjacent to any residentially zoned property, the side yard and rear yard parking/driveway setback shall be a minimum of twenty-five (25) feet.
- (h) Reserved. ( Ord. No. 22-2514 , 12-19-2022)
- (i) Off-street loading—Refer to Section 33.14.
- (j) Major Automobile Repair Standards: (Ord. No. 94-1534, amended 9-1-1994)
  - (1) No outside storage of vehicles that have exterior damage or are dismantled.
  - (2) No air quality or noise impact to adjacent properties shall be permitted.
  - (3) Additional screening as determined by the Zoning Administrator.
  - (4) A seventy-five-foot landscaped buffer between a major automobile repair facility and al residential zoning districts. (Ord. No. 94-1539, amended 11-17-1994)



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(Ord. No. 85-898, amended 8-15-1985; Ord. No. 86-937, amended 4-3-1986; Ord. No. 20-2447 , 7-20-2020; Ord. No. 22-2514 , 12-19-2022)

### **30.26 Landscaping.**

- (a) All open areas of any lot not used for parking, driveways, or storage, shall be landscaped with trees, shrubs, berms, and planted ground covers.
- (b) It shall be the owners responsibility to see that the landscaping is maintained in an attractive and well maintained condition. The owner shall also replace any dead or damaged trees or shrubs with a similar species. Any dead or damaged sod shall also be replaced.
- (c) All vacant lots or portions of lots shall be maintained in an orderly manner, free of litter and junk.
- (d) For additional landscaping requirements, refer to Section 33.07.
- (e) Underground irrigation shall be required for all yards. Such irrigation shall extend to include public boulevards and into landscaped parking islands, except natural areas to be preserved. (Ord. No. 89-1177, added 1-4-1990)

(Ord. No. 88-1075, amended 3-17-1988; Ord. No. 20-2447 , 7-20-2020)

### **30.27 Screening.**

On a lot adjacent to a lot in a residential district, there shall be an opaque screen made up of trees and/or berms and a six foot high solid fence constructed of maintenance free materials.

(Ord. No. 20-2447 , 7-20-2020)

### **30.28 Storage.**

- (a) Refuse facilities, except for individual containers for public use, shall be located only in the side yards or rear yards when feasible. Refuse facilities may be located in the front yard subject to approval of the Zoning Administrator. Such facilities shall be constructed of masonry materials such as brick or textured block in colors compatible with the principal structure. Such facilities shall have solid gates.
- (b) No outdoor storage of any materials is permitted except as provided for in Section 30.29. (Ord. No. 02-1948, amended 6-20-2002)
- (c) Employee service vehicles with a maximum of 10,000 GVW, associated with a commercial retail business that is specifically mentioned in this zoning district, may be parked outside under conditions as approved by the Zoning Administrator. Vehicles associated with a commercial retail business specifically mentioned in this zoning district greater than 10,000 GVW may be parked in a loading area with an overhead door approved by the Zoning Administrator and meeting the requirements of 33.14 of the Zoning Code. (Ord. No. 91-1267, amended 10-3-1991)

(Ord. No. 20-2447 , 7-20-2020; Ord. No. 22-2494 , 1-19-2022)

### **30.29 Outside display.**

Outside display in B-3 retail sites is allowed provided the following standards are met:

- 
- (a) Outside display area is limited to a maximum of thirty percent (30%) of the width of a building frontage and is not to exceed a total of one hundred fifty (150) square feet of area for buildings under 40,000 square feet and not to exceed 400 square feet for buildings over 40,000 square feet. Building frontage is defined as the dimension or width of a store front occupied by the retailer establishing the outside display. For purposes of this ordinance a frontage must contain a public or customer entrance or exit and no space is allowed more than two (2) frontages.
  - (b) Outside display to be located immediately adjacent to and within the dimensions of the building frontage and shall not extend from the front building edge more than fifty (50) inches.
  - (c) Outside display shall not exceed a height of sixty (60) inches.
  - (d) Vending machines or cabinets for items such as beverages, ice and propane are exempt from the height and area restrictions provided they are limited to a maximum of three (3) machines or cabinets per frontage.
  - (e) Outside display shall not be located so as to block pedestrian walkways, doorways, parking stalls, drive aisles (including access for emergency services). Thirty-six (36) inches is the minimum width required to maintain pedestrian access.
  - (f) Outside display to be maintained in an orderly and attractive manner that does not detract from the image of the community or adjacent businesses.
  - (g) Outside display should be a representation of the products sold on site, not a storage area for inventory on pallets.
  - (h) Products shall be able to be sold from the display.

(Ord. No. 02-1948, added 6-20-2002; Ord. No. 20-2447 , 7-20-2020)

### **30.291 Architectural control.**

- (a) At least fifty percent (50%) of all exterior wall finishes on any building shall be comprised of a combination of at least three (3) of the following materials with all materials present on each elevation.
  - (1) Brick.
  - (2) Natural or cultured stone.
  - (3) Glass.
  - (4) Stucco or EIFS.
  - (5) Cementitious siding.
  - (6) Architectural metal.
  - (7) Integrally colored rock faced block.
- (b) The remaining portion of all exterior wall finishes shall be comprised of any combination of decorative, rock faced concrete block and textured concrete panels or other comparable or superior materials as approved by the zoning administrator. All materials subject to Zoning Administrator approval.
- (c) Buildings may be constructed of primarily one of the materials listed in subsection (a) if the design meets or exceeds the intent of the ordinance.
- (d) All buildings to incorporate four sided design.
- (e) Gasoline canopies support columns shall be constructed of masonry materials consistent with the principal building to a minimum height of 5 feet.

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Created: 2024-01-05 11:55:45 [EST]

(Supp. No. 52)

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(Ord. No. 20-2447 , 7-20-2020)

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(Supp. No. 52)

Created: 2024-01-05 11:55:45 [EST]

**From:** Louise Brask <[wheezums@gmail.com](mailto:wheezums@gmail.com)>  
**Sent:** Monday, February 19, 2024 11:06:00 AM  
**To:** Michelle Wolfe <[mwolfe@blainemn.gov](mailto:mwolfe@blainemn.gov)>  
**Subject:** Do not endorse storage building south Blaine

To City Manager Michelle Wolfe,

Please do not endorse this storage locker development project in South Blaine. I oppose addition of the business and building in the neighborhood. There's already plenty of existing storage options in the area on University Ave & Hwy 65. Please do not support!

Thank you,  
Louise Brask, RN, BA  
Resident of Blaine since 2023

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# City of Blaine

## Planning Commission

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March 12, 2024 | 7:00 PM  
Blaine City Hall  
10801 Town Square Drive NE  
Blaine, MN 55449

### MINUTES

#### 1. Call to Order

The Blaine planning commission met in the City Hall Chambers on Tuesday, March 12, 2024. Chair Goracke called the meeting to order at 7:00PM.

#### 2. Roll Call

Members Present: Commission Members Deonauth, Gorzycki, Halpern, Homan, Olson, Swanson, and Chair Goracke.

Members Absent: None.

Staff Present: Elizabeth Showalter, Community Development Specialist  
Shelia Sellman, City Planner  
Teresa Barnes, Project Engineer

#### 4. Public Hearing

- 4.3.** 2024-713 Case File No. 24-0013 // Highway 65 Overlay District // City of Blaine  
The City is requesting an amendment to the zoning code 32.50 Highway 65 Overlay District (HOD) adding conditional uses, prohibited uses and modifying performance standards.  
*Sponsors: Sheila Sellman, City Planner*

The report to the planning commission was presented by Sheila Sellman, City Planner. The public hearing for Case File 24-0013 was opened at 8:35PM. As no one wished to appear, the public hearing was closed at 8:35PM.

Commissioner Swanson asked if self-storage and car washes would or would not be allowed south of Highway 10.

City Planner Sellman reported no car washes would be allowed within the corridor, but self-storage would be allowed south of Highway 10. She explained specific development parameters have been written into the code to allow for only one self-storage facility. She indicated if this was something the commission did not want to recommend, this could be

taken out.

Commissioner Olson stated a CUP would be required for the self-storage use.

City Planner Sellman reported this would be the case.

Community Development Specialist Showalter explained self-storage was currently only allowed in the heavy industrial zoning district.

Chair Goracke indicated the previous changes were done to tighten up the comprehensive plan in preparation for the build out of Blaine.

City Planner Sellman stated the changes were made per the direction the council provided staff after holding discussions with the property owners south of Highway 10.

Commissioner Halpern commented on the number of self storage operations that were in Blaine. He clarified that this language would allow for one new development of self storage south of Highway 10 in Blaine.

City Planner Sellman reported the way the ordinance was written was that self storage would be allowed via a CUP south of Highway 10.

Commissioner Halpern indicated going into Spring Lake Park and Coon Rapids, there was a plethora of self storage businesses. He did not believe this was the best use of the real estate for this high trafficked area. He recommended self-storage be restricted from the area south of Highway 10

**Motion by Commissioner Halpern to recommend approval of Planning Case 24-0013 recommending approval of the code amendment as amended not allowing self storage south along Highway 65 south of Highway 10. Motion seconded by Commissioner Olson. The motion passed 7-0.**

Chair Goracke noted this would be on the agenda of the April 1, 2024 city council meeting.



# City of Blaine Staff Report

File Number: RES 24-73

| Agenda Date   | Status    |
|---------------|-----------|
| April 1, 2024 |           |
| In Control    | File Type |
| City Council  | Motion    |

**Administration** - Jerome Krieger, Sr. Recreation Manager

## Agenda Item # 11.1

Resolution Accepting a bid from Winberg Companies LLC in the amount of \$224,466 for the Lexington Hockey Rinks Project No. 24-41

## Executive Summary

Pursuant to the City's purchasing rules, the staff is bringing forward the attached bids for construction for the Lexington Athletic Complex hockey rinks.

## Background

The City Council discussed the Lexington Athletic rink project on December 5, 2022. This project was slated to be a 2023 project but was pushed back to 2024. The Council consensus was to move forward with the Lexington Athletic Complex project with a budget amount of \$350,000. Staff worked with WSB and Associates to redesign the Lexington Athletic Complex parking lot for the new rink layouts. Staff received permitting from the Rice Creek Watershed to complete the project.

The bid opening for the project took place on Tuesday, March 19 at 2 pm. There were 8 bids ranging from \$224,466 to \$483,246. Here were the three lowest bids.

The engineer's estimate was \$514,124.

Winberg Companies - \$224,466

Aslakson's Services - \$244,370

Dunaway Construction - \$265,990

Bids have been checked and tabulated, and it has been determined that Winberg Companies of Shafer, Minnesota is the lowest bidder. Staff have worked with Winberg Companies in the past. They completed the Sunrise Pond Park trail and parking lot last year.

Staff recommends that the low bid be accepted, and a contract entered into with Winberg

Companies. Staff is also requesting a 10% contingency on the Winberg bid of \$224,466, bringing the reconstruction of the parking lot total project budget to \$246,913.

As part of the \$350,000 budget there is also some additional rink lighting and electrical work that will be completed. There are two Musco light poles that are currently on site. The existing northern pole will be salvaged and moved to the south rink and two new poles will be added for the north rink with LED lights. When the lights were installed in 2014, the electrical control panels were built to handle additional lighting without overloading the box. The lighting system also has the Musco Control Link system where the lights can be controlled by a computer. The existing system will handle both sets of lights since they are Musco products. Separate quotes were received from Musco for providing the new light poles and re-configuring the existing lighting fixtures. Musco's quote is \$37,000.

Quotes were also received for the electrical work to the new light locations and for installing the new light bases and light poles. Three quotes were received and Forest Lake Contracting had the lowest quote of \$13,350.

### Strategic Plan Relationship

This project supports the Infrastructure Management strategic plan priority.

### Board/Commission Review

The Park Board reviewed the project at the September 26, 2023 meeting. The board recommended that the City Council proceed with the project.

### Financial Impact

On December 5, 2022, Council adopted the 2023-2027 Parks Capital Improvement Plan ("CIP") budget, which established the 2023 Parks Capital Improvement Program budget and appropriated \$350,000 for the Lexington Athletic Complex rink project. The total estimated construction cost on this project is currently at \$297,263, including a 10% contingency for the hockey rink contract. While WSB is providing consulting services on this project, staff is confident these costs, in addition to the construction related work, will be within the \$350,000 approved for this project. Funding is provided by the Park Development Fund (404).

### Public Outreach/Input

Reviewed by the Park Board at its September 2022 meeting. No additional outreach required.

### Staff Recommendation

By motion, adopt the resolution.

### Attachment List

1. Presentation



2. LAC Rink Plans
3. Bid Tab



# City of Blaine

## Signature Copy

Resolution: RES 24-73

### **Resolution Accepting a bid from Winberg Companies LLC in the amount of \$224,466 for the Lexington Hockey Rinks Project No. 24-41**

**WHEREAS**, pursuant to advertisement for bids for Improvement Project No. 24-03, said bids were received on February 20, 2024, electronically opened and tabulated according to law, and the following 2 bids were received complying with the advertisement:

|                                     |              |
|-------------------------------------|--------------|
| Winberg Companies LLC               | \$224,465.04 |
| Aslakson's Services Inc.            | \$244,369.12 |
| Dunaway Construction                | \$265,369.12 |
| Veit & Company, Inc.                | \$278,033.60 |
| Sunram Construction, Inc.           | \$278,147.50 |
| Hobs Excavating, Inc.               | \$323,359.00 |
| Shoreline Landscaping & Contracting | \$328,536.72 |
| Urban Companies                     | \$483,246.00 |

**AND WHEREAS**, Winberg Companies LLC of Shafer, Minnesota is the lowest responsible bidder.

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

1. The Mayor and City Manager are hereby authorized and directed to enter into a contract with Winberg Companies LLC for the designated improvements in the amount of \$224,465.04.
2. A 10% contingency is hereby approved to bring the total project budget to \$246,911.54 and the Senior Parks and Recreation Manager is hereby authorized to sign all change orders up to the authorized project budget amount.
3. The City Clerk is hereby authorized and directed to return forthwith to all bidders the bid bonds submitted with their bids, except the two lowest bidders. When a contract is duly executed, the bid bond of the remaining unsuccessful bidder will be returned. The bid bond of the successful bidder will be retained until the performance and payment bonds have been executed and approved, after which the bid bond will be returned.

**PASSED** by the City Council of the City of Blaine this 1st day of April, 2024.



# Lexington Athletic Complex Hockey Rinks – Winberg Bid

City of Blaine

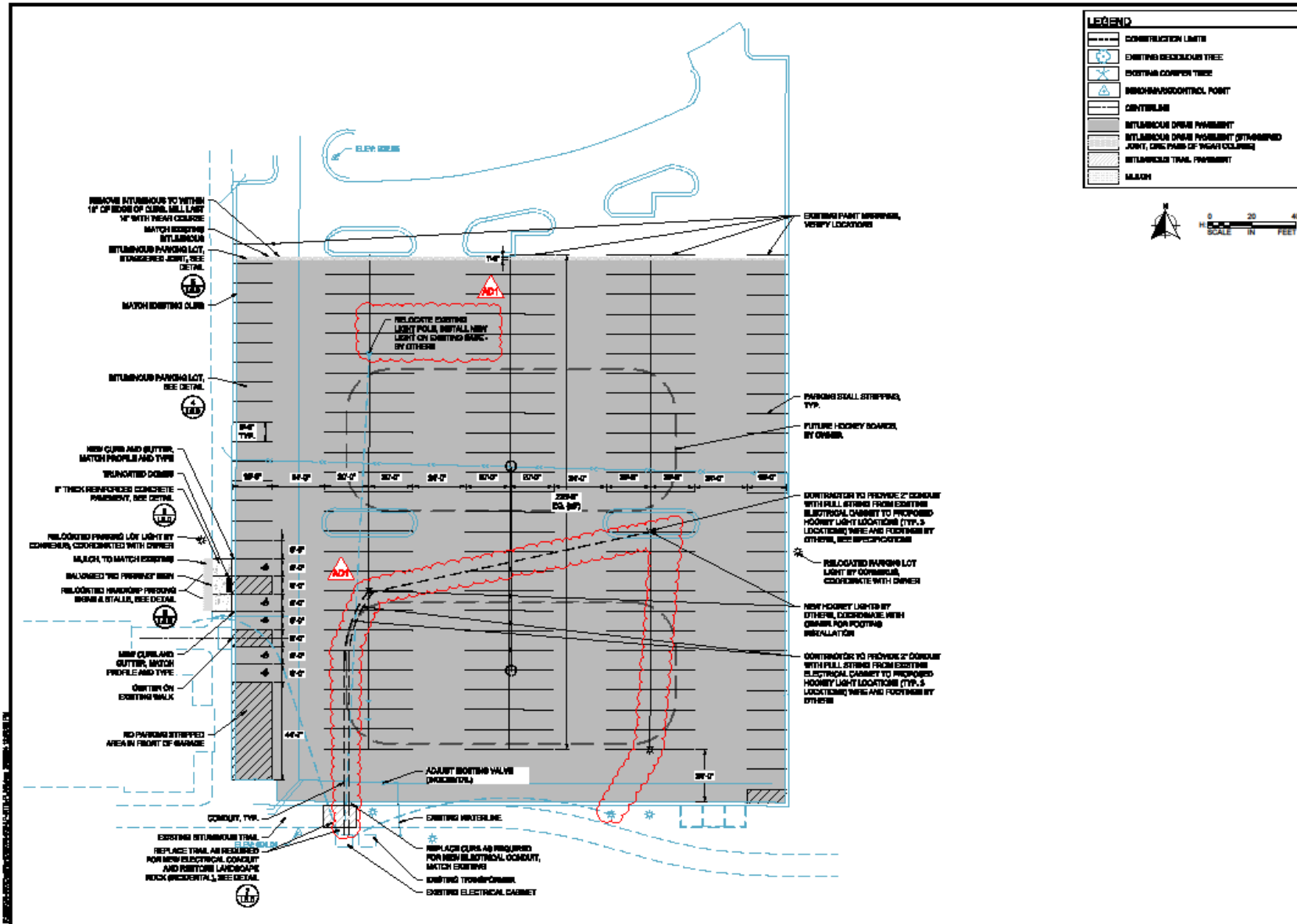
Presented by: Jerome Krieger

# Background

- ▶ The City Council and staff discussed the Lexington Athletic Complex Hockey Rinks at the September 25, 2023 Council workshop meeting.
- ▶ The consensus from that meeting was to move forward with the rink project.
- ▶ During the December 5, 2022 and December 18, 2023 Council meeting, Finance presented the preliminary Capital Improvement Program, which included \$350,000 for the Lexington Athletic Complex rink project.
- ▶ The Park Board reviewed the project at their September 26, 2023 meeting and recommended that the council proceeds with the project.
- ▶ Bid opening was March 19, 2024 at 2 pm. There were 8 bids ranging from \$224,466 to \$483,246. The low bid was Winberg Companies at \$224,466.
- ▶ As part of the \$350,000 budget there is some additional lighting and electrical work to light all three rinks. Quotes have been received for lights and electrical work. Staff will have the City Manager sign those contracts.
- ▶ Staff is requesting a 10% contingency on the Winberg bid bringing the total to \$246,913.



# Lexington Athletic Complex Rinks



wsb

|          |           |
|----------|-----------|
| SCALE:   | COMPOUND  |
| AS SHOWN | NO        |
| PLAN BY: | CHECK BY: |
| ETW      | PM        |

| REVISIONS |      |
|-----------|------|
| NO.       | DATE |
|           |      |
|           |      |
|           |      |
|           |      |

**FOR MORE INFORMATION, CONTACT:**  
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 Tel: 303.751.1100  
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 E-mail: [ralphea@alpheasystems.com](mailto:ralphea@alpheasystems.com)

## LAYOUT PLAN

LEXINGTON ATHLETIC COMPLEX  
HOCKEY RINKS  
CITY OF BLAINE, MN

CLIENT PROJECT NO.  
24-40

WSP PROJECT NO.  
WSP75-008

SHEET  
L9.0



# Staff Recommendation

- ▶ Staff is asking the council to adopt the resolution for the Lexington Athletic Complex rink project with Winberg Companies bringing the total amount to \$246,913.
- ▶ Questions.





# Lexington Athletic Complex Hockey Rinks – Rink Systems Quote

City of Blaine

Presented by: Jerome Krieger

# Background

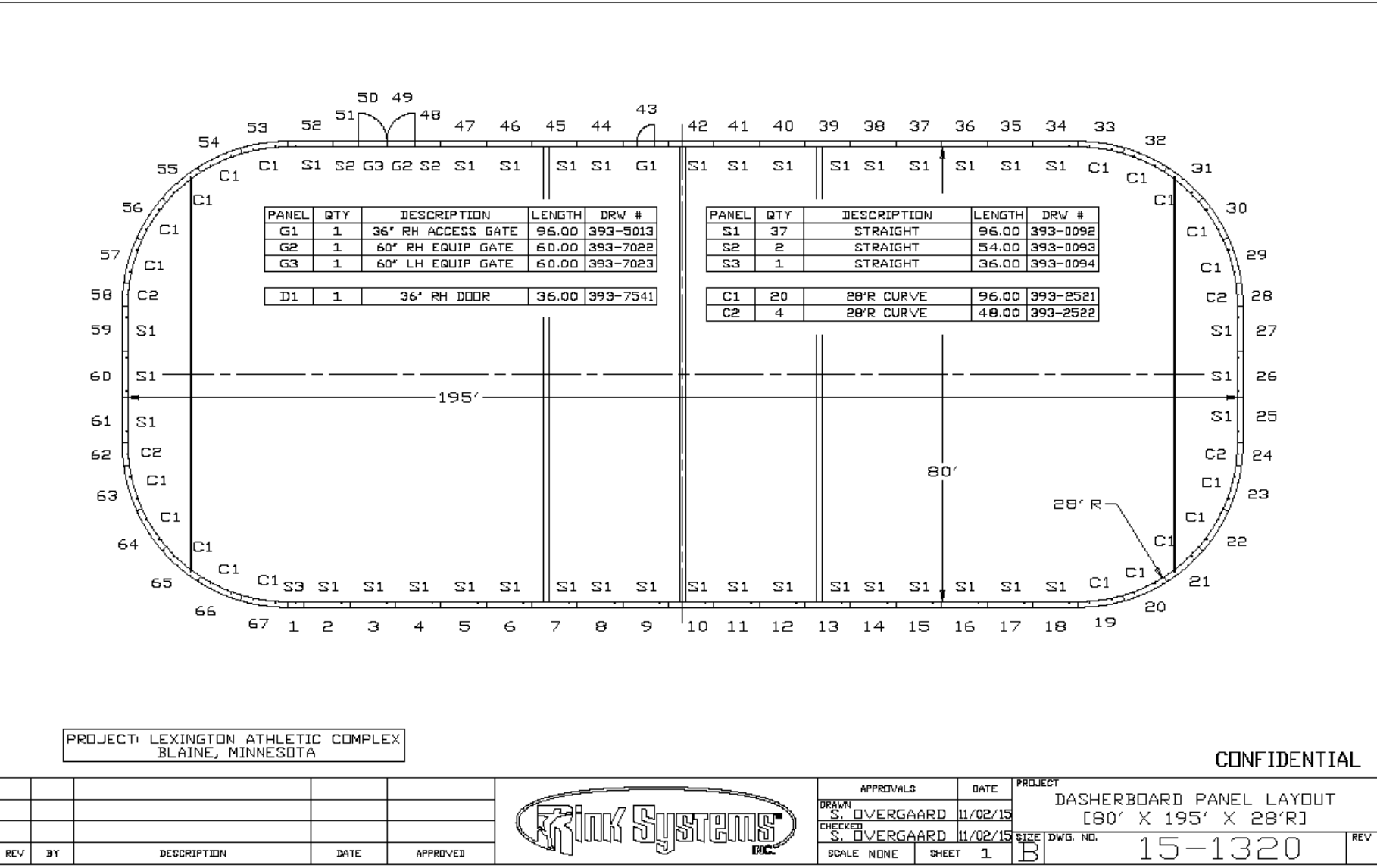
- ▶ The City Council and staff discussed the Lexington Athletic Complex rinks at the September 25, 2023 Council workshop meeting.
- ▶ The consensus from that meeting was to move forward with the rinks project.
- ▶ During the December 5, 2022 and December 18, 2023 Council meeting, Finance presented the preliminary Capital Improvement Program, which included \$150,000 for the project listed under Jim Peterson park.
- ▶ Staff was informed that the radius of the corners of the boards at LAC were too large for two smaller rinks. After discussion with Public Works the decision was made to put the full-size rink at Jim Peterson and the new boards would go to LAC.
- ▶ The Park Board reviewed the project at their September 26, 2023 meeting and recommended that the council proceeds with the project.
- ▶ The quoted cost for two 65' x 150' dasher board systems, netting, goals, gates and shipping is \$148,500 from Rink Systems. A quote from Becker Arena Products for a similar rink system was received at \$203,495.





# Example of Rink Layout

THIS DOCUMENT CONTAINS CONFIDENTIAL PROPRIETARY INFORMATION WHICH SHALL NOT BE USED, REPRODUCED, OR DISCLOSED WITHOUT THE WRITTEN APPROVAL OF RINK SYSTEMS, INC.



# Staff Recommendation

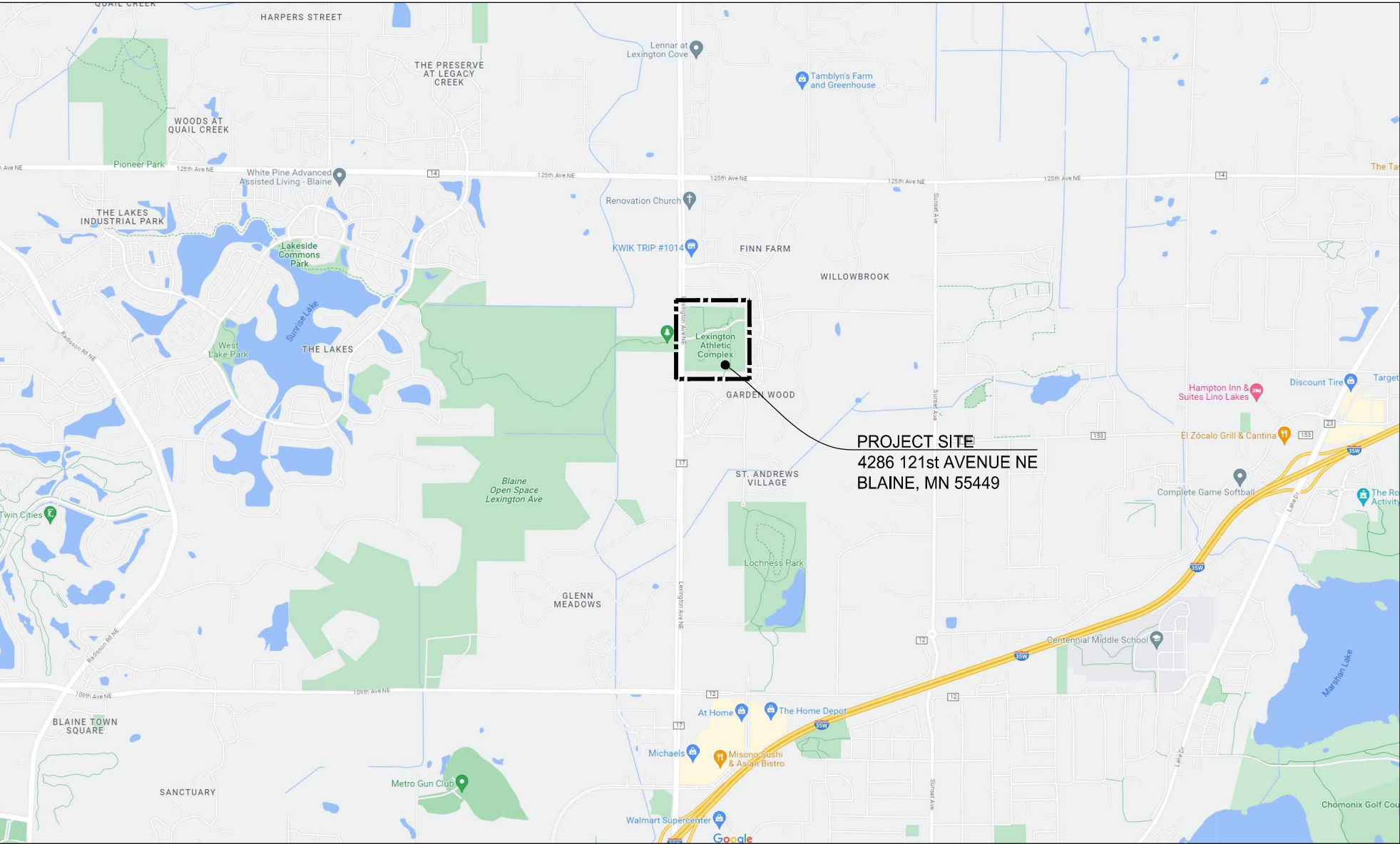
- ▶ Staff is asking the council to accept the quote from Rink Systems for the Lexington Athletic Complex in the amount not to exceed \$150,000.
- ▶ Questions.



# LEXINGTON ATHLETIC COMPLEX HOCKEY RINKS

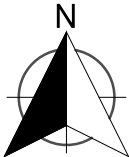
Blaine, Minnesota

WSB LLC Project No. .... 023075-000  
Client Project Number ..... 24-40  
Issue Date..... March 15, 2024

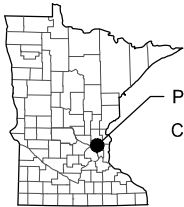


| Sheet List Table |                         |
|------------------|-------------------------|
| SHEET NUMBER     | SHEET TITLE             |
| L1.0             | TITLE PLAN              |
| L1.1             | SWPPP                   |
| L1.2             | SWPPP                   |
| L1.3             | SWPPP                   |
| L2.0             | DEMOLITION PLAN         |
| L3.0             | LAYOUT PLAN             |
| L4.0             | GRADING & DRAINAGE PLAN |
| L5.0             | DETAILS                 |

1 PROJECT LOCATION MAP  
L1.0 SCALE: NOT TO SCALE



THE SUBSURFACE UTILITY INFORMATION SHOWN ON THESE DRAWINGS CONCERNING TYPE AND LOCATION OF PRIVATE UTILITIES HAS BEEN DESIGNATED UTILITY QUALITY LEVEL D. THESE QUALITY LEVELS WERE DETERMINED ACCORDING TO THE GUIDELINES OF C/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE DATA". THE CONTRACTOR IS TO DETERMINE THE TYPE AND LOCATION OF PRIVATE UTILITIES AS MAY BE DEEMED NECESSARY TO AVOID DAMAGE THERETO.



PROJECT LOCATION  
COUNTY: ANOKA

HORIZONTAL DATUM: NAD83(1996)  
VERTICAL DATUM: NAVD88

SCALE: DESIGN BY:  
AS SHOWN RS  
PLAN BY: CHECK BY:  
HW RS

| REVISIONS |                      |
|-----------|----------------------|
| NO.       | DATE DESCRIPTION     |
| 1         | 3/15/2024 ADDENDUM 1 |

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 LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

*Robert A. Supka, III*  
ROBERT SUPKA, PLA  
DATE: 03-15-2024 LIC. NO. 44337

TITLE PLAN

LEXINGTON ATHLETIC COMPLEX  
HOCKEY RINKS  
CITY OF BLAINE, MN

CLIENT PROJECT NO.  
24-40

WSB PROJECT NO.  
023075-000

SHEET







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5. KEEP DITCHES AND EXPOSED SOILS IN AN EVEN ROUGH GRADED CONDITION IN ORDER TO BE ABLE TO APPLY EROSION CONTROL MULCHES, HYDROMULCHES, AND BLANKETS.

SITE INSPECTION AND MAINTENANCE

THE EROSION CONTROL OFFICER IS TO INSPECT THE ENTIRE CONSTRUCTION SITE AT LEAST ONCE EVERY SEVEN (7) DAYS DURING ACTIVE CONSTRUCTION AND WITHIN 24 HOURS AFTER A RAINFALL EVENT GREATER THAN 0.5 INCHES IN 24 HOURS. THE OPERATOR SHALL PROVIDE A RAINFALL GAUGE ON-SITE AT VARIOUS MILE INTERVALS ALONG THE ALIGNMENT. INSPECT ALL TEMPORARY AND PERMANENT PROJECT BMPS UNTIL THE SITE HAS UNDERGONE FINAL STABILIZATION AND THE NOT HAS BEEN SUBMITTED. INSPECT SURFACE WATER INCLUDING DRAINAGE DITCHES FOR SIGNS OF EROSION AND SEDIMENT DEPOSITION. INSPECT CONSTRUCTION SITE VEHICLE EXIT LOCATIONS FOR EVIDENCE OF TRACKING ONTO PAVED SURFACES. INSPECT SURROUNDING PROPERTIES FOR EVIDENCE OF OFF-SITE SEDIMENT ACCUMULATION. ALL INSPECTIONS AND MAINTENANCE CONDUCTED MUST BE RECORDED IN WRITING BY THE OPERATOR AND RETAINED WITH THE SWPPP. SUBMIT INSPECTION REPORTS IN A FORMAT THAT IS ACCEPTABLE TO THE PROJECT ENGINEER. RECORDS OF EACH INSPECTION AND MAINTENANCE ACTIVITY SHALL INCLUDE:

- A. DATE, TIME, AND NAME OF PERSON(S) CONDUCTING INSPECTIONS;  
B. FINDINGS OF INSPECTIONS, INCLUDING RECOMMENDATIONS FOR CORRECTIVE ACTIONS;  
C. CORRECTIVE ACTIONS TAKEN (INCLUDING DATES, TIMES, AND PARTY COMPLETING MAINTENANCE ACTIVITIES); INCLUDING DOCUMENTATION/PHOTOS OF IMPLEMENTED BMPS INTENDED TO CORRECT A PROBLEM BUT FAILED.  
D. DATE AND AMOUNT OF ALL RAINFALL EVENTS GREATER THAN 0.5 INCHES IN 24 HOURS;  
E. DOCUMENTATION OF CHANGES MADE TO THE SWPPP.

REPLACE, REPAIR OR SUPPLEMENT ALL NONFUNCTIONAL BMPS BY THE END OF THE NEXT BUSINESS DAY FOLLOWING DISCOVERY UNLESS LISTED DIFFERENTLY BELOW:

- A. REPAIR, REPLACE, OR SUPPLEMENT PERIMETER CONTROL DEVICES WHEN THEY BECOME NONFUNCTIONAL OR SEDIMENT REACHES 1/2 THE HEIGHT OF THE DEVICE. COMPLETE REPAIRS BY THE END OF THE NEXT BUSINESS DAY FOLLOWING DISCOVERY.  
B. REPAIR OR REPLACE INLET PROTECTION DEVICES WHEN THEY BECOME NONFUNCTIONAL OR SEDIMENT REACHES 1/2 THE HEIGHT AND/OR DEPTH OF THE DEVICE.  
C. REMOVE ALL DELTAS AND SEDIMENT DEPOSITED IN SURFACE WATERS INCLUDING DRAINAGE WAYS, CATCH BASINS, AND OTHER DRAINAGE SYSTEMS. STABILIZE ANY AREAS THAT ARE DISTURBED BY SEDIMENT REMOVAL OPERATIONS. SEDIMENT REMOVAL AND STABILIZATION MUST BE COMPLETED WITHIN 7 DAYS OF DISCOVERY.  
D. REMOVE TRACKED SEDIMENT FROM PAVED SURFACES BOTH ON AND OFF SITE WITHIN ONE (1) CALENDAR DAY OF DISCOVERY. STREET SWEEPING MAY HAVE TO OCCUR MORE OFTEN TO MINIMIZE OFF SITE IMPACTS. LIGHTLY WET THE PAVEMENT PRIOR TO SWEEPING.  
E. MAINTAIN ALL BMPS UNTIL WORK HAS BEEN COMPLETED, SITE HAS GONE UNDER FINAL STABILIZATION, AND THE NOT HAS BEEN SUBMITTED TO THE MPACA.

CONSTRUCTION ACTIVITY REQUIREMENTS: EROSION/SEDIMENT CONTROL, PROCEDURES, & MAINTENANCE STANDARDS

1. AMEND THE SWPPP AND DOCUMENT ALL CHANGES TO THE SWPPP AND ASSOCIATED PLAN SHEETS IN A TIMELY MANNER. SWPPP AMENDMENTS AND SITE PLANS WILL BE PREPARED BY THE OPERATOR AND SUBMITTED TO THE OWNER FOR REVIEW AND WRITTEN APPROVAL BY THE PROJECT OWNER (OR DESIGNATED REPRESENTATIVE). STORE THE SWPPP AND ALL AMENDMENTS ON SITE AT ALL TIMES.  
2. PREPARE AND SUBMIT A SITE MANAGEMENT PLAN FOR THE ENGINEER’S ACCEPTANCE FOR STAGING/STOCKPILE MANAGEMENT AREAS, CONCRETE MANAGEMENT, CONCRETE SLURRY APPLICATION AREAS, FUGITIVE DUST CONTROL PLAN, SPILL CONTAINMENT PLAN, HAZARDOUS MATERIAL MANIFEST & MANAGEMENT PLAN, WETLAND MANAGEMENT PLAN, VEGETATION PRESERVATION & MAINTENANCE PLAN, WORK IN AND NEAR AREAS OF ENVIRONMENTAL SENSITIVITY, AREAS IDENTIFIED IN THE PLANS AS “SITE MANAGEMENT PLAN AREA”, ANY WORK THAT WILL REQUIRE DEWATERING, ANY ADDITIONAL PLANS LISTED IN THE PROJECT SPECIFICATIONS, AND AS REQUIRED BY THE ENGINEER. SUBMIT ALL SITE MANAGEMENT PLANS TO THE ENGINEER IN WRITING. ALLOW A MINIMUM OF 7 DAYS FOR PROJECT ENGINEER TO REVIEW AND ACCEPT SITE MANAGEMENT PLAN SUBMITTALS. WORK WILL NOT BE ALLOWED TO COMMENCE IF A SITE MANAGEMENT PLAN IS REQUIRED UNTIL ACCEPTANCE HAS BEEN GRANTED BY THE ENGINEER. THERE WILL BE NO EXTRA TIME ADDED TO THE CONTRACT DUE TO THE UNTIMELY SUBMITTAL.  
3. THERE IS NO CONSTRUCTION PHASING OR STAGING DEFINED BY THE OWNER FOR THIS PROJECT. THE SCHEDULE FOR INSTALLING TEMPORARY BMPS SHALL BE INCORPORATED INTO THE OPERATOR’S WEEKLY SCHEDULE FOR EACH CONSTRUCTION STAGE AND PRESENTED TO THE OWNER’S REPRESENTATIVE.  
4. BURNING OF ANY MATERIAL IS NOT ALLOWED WITHIN PROJECT BOUNDARY.  
5. DO NOT DISTURB AREAS OUTSIDE OF THE CONSTRUCTION LIMITS. DELINEATE AREAS NOT TO BE DISTURBED AND WETLANDS (EVEN AREAS THAT ARE PERMITTED FOR CONSTRUCTION) PRIOR TO STARTING GROUND DISTURBING ACTIVITIES. IF IT BECOMES NECESSARY TO DISTURB AREAS OUTSIDE OF THE CONSTRUCTION LIMITS, OBTAIN WRITTEN PERMISSION FROM THE PROJECT ENGINEER PRIOR TO PROCEEDING. PRESERVE ALL NATURAL BUFFERS SHOWN ON THE PLANS.  
6. ROUTE STORMWATER AROUND UNSTABILIZED AREAS OF THE SITE WHENEVER FEASIBLE. PROVIDE EROSION CONTROL AND VELOCITY DISSIPATION DEVICES AS NEEDED TO KEEP CHANNELS FROM ERODING AND TO PREVENT NUISANCE CONDITIONS AT THE OUTLET.  
7. DIRECT DISCHARGE FROM BMPS TO VEGETATED AREAS WHENEVER FEASIBLE. PROVIDE VELOCITY DISSIPATION DEVICES AS NEEDED TO PREVENT EROSION.  
8. LOCATE PERIMETER CONTROL ON THE CONTOUR TO CAPTURE OVERLAND, LOW-VELOCITY SHEET FLOWS DOWN GRADIENT OF ALL EXPOSED SOILS AND PRIOR TO DISCHARGING TO SURFACE WATERS. PLACE J-HOOKS AT A MAXIMUM OF 100-FOOT INTERVALS.  
9. ALL STOCKPILES MUST HAVE PERIMETER SEDIMENT CONTROLS IMPLEMENTED AND MAINTAINED AT ALL TIMES AND SHOULD BE INSTALLED PRIOR TO INITIATION OF STOCKPILING. PILES CANNOT BE PLACED IN BUFFER AREAS OR SURFACE WATERS, INCLUDING STORMWATER CONVEYANCES SUCH AS CURB AND GUTTER SYSTEMS, OR CONDUITS AND DITCHES UNLESS THERE IS A BYPASS IN PLACE TO PREVENT STORMWATER RUN-ON INTO THE STOCKPILE.  
10. STEEP SLOPES MAY BE TEMPORARILY CREATED DURING GRADING OPERATIONS. STABILIZATION OF STEEP SLOPES (3:1 OR GREATER) SHALL BE PROPERLY CAT-TRACKED AND STABILIZED PER THE EROSION CONTROL PLAN. LONG SLOPES CAN BE BROKEN UP WITH SEDIMENT CONTROL LOGS IF EROSION IS EVIDENT.  
11. DITCH CHECKS WILL BE PLACED AS INDICATED ON THE PLANS DURING ALL PHASES OF CONSTRUCTION.  
12. ALL STORM DRAIN INLETS, THAT RECEIVE PROJECT STORMWATER, MUST BE PROTECTED BY APPROPRIATE BMPS DURING CONSTRUCTION UNTIL ALL SOURCES WITH POTENTIAL FOR DISCHARGING TO THE INLET HAVE BEEN STABILIZED. INLET PROTECTION MAY BE REMOVED FOR A PARTICULAR INLET IF A SPECIFIC SAFETY CONCERN (STREET FLOODING/FREEZING) HAS BEEN IDENTIFIED AND THE PERMITTEE(S) HAS RECEIVED WRITTEN CORRESPONDENCE FROM THE JURISDICTIONAL AUTHORITY VERIFYING THE NEED FOR REMOVAL. WRITTEN CORRESPONDENCE MUST BE DOCUMENTED IN THE SWPPP.  
13. SILT FENCE IS NOT AN ACCEPTABLE CATCH BASIN INLET PROTECTION BMP. CONTACTOR SHALL CLEAN, REMOVE AND DISPOSE OF SEDIMENT, AND/OR REPLACE STORM DRAIN INLET PROTECTION ON A ROUTINE BASIS TO ENSURE THE DEVICE IS FULLY FUNCTIONAL PRIOR TO THE NEXT FORECASTED PRECIPITATION EVENT (30% OR GREATER).

14. DISCHARGE TURBID OR SEDIMENT LADEN WATER TO TEMPORARY SEDIMENT BASINS WHENEVER FEASIBLE. IN THE EVENT THAT IT IS NOT FEASIBLE TO DISCHARGE THE SEDIMENT LADEN WATER TO A TEMPORARY SEDIMENT BASIN, THE WATER MUST BE TREATED SO THAT IT DOES NOT CAUSE A NUISANCE CONDITION IN THE RECEIVING WATERS OR TO DOWNSTREAM LANDOWNERS. CLEAN OUT ALL PERMANENT STORMWATER BASINS REGARDLESS OF WHETHER USED AS TEMPORARY SEDIMENT BASINS/TRAPS TO THE DESIGN CAPACITY AFTER COMPLETING ALL UP-GRADIENT LAND DISTURBING ACTIVITY. USE A SKIMMER DEVICE FOR BASIN DRAINING.  
15. PROVIDE STABILIZATION IN ANY TRENCHES CUT FOR DEWATERING OR SITE DRAINING PURPOSES.  
16. THE CONTRACTOR SHALL SUBMIT A DEWATERING PLAN AND NARRATIVE TO THE PROJECT ENGINEER FOR APPROVAL 7 DAYS PRIOR TO UNDERTAKING THESE ACTIVITIES. DEWATERING PLAN MUST INCLUDE BMP’S TO PREVENT SEDIMENT TRANSPORT, EROSION, AND ADVERSE IMPACTS TO DOWNSTREAM RECEIVING WATERS. THE DEWATERING PLAN MUST ALSO INCLUDE ANY SPECIFIC CHEMICAL TREATMENTS (FLOC, POLYMERS, ETC.) THAT WILL BE USED. THE CONTRACTOR IS RESPONSIBLE TO OBTAIN ANY PERMIT NECESSARY FOR THESE ACTIVITIES; THE DEWATERING PLAN AND DNR APPROPRIATIONS PERMIT WILL BECOME PART OF THE SWPPP. THE CONTRACTOR SHALL VISUALLY CHECK AND PHOTOGRAPH THE DISCHARGE AT THE BEGINNING AND AT LEAST ONCE EVERY 24 HOURS OF OPERATION TO ENSURE ADEQUATE TREATMENT HAS BEEN OBTAINED AND NUISANCE CONDITIONS WILL NOT RESULT FROM THE DISCHARGE.

TEMPORARY & PERMANENT EROSION CONTROL BMPS

SEED MIX: SEED MIX SHALL BE USED IN CONSTRUCTION AND REVEGETATION PROJECTS IN ORDER TO ENHANCE SOIL NUTRIENT AVAILABILITY AND BIOLOGICAL SOIL STRUCTURE, ENCOURAGE NATIVE PLAN SUCCESSION, REDUCE EROSION, AND DISCOURAGE INVASIVE PLANT SPECIES. INOCULATION OF SOILS WITH MYCORRHIZAL FUNGI OR THE PRESENCE OF PRE-EXISTING SOIL MICROBES IS ESSENTIAL FOR THE STABILIZATION OF ADVERSE SOILS, ESTABLISHMENT OF NATIVE GRASSES, AND THE EXCLUSION OF NON-NATIVE “ANNUALS” AND NOXIOUS WEEDS.

EROSION CONTROL BLANKET: EROSION CONTROL BLANKETS (ECBS) ARE A SOIL STABILIZATION (EROSION CONTROL) BMP, INTENDED TO PROTECT DISTURBED SOIL SURFACES FROM RAINDROP IMPACT EROSION. ECBS ARE CARPET-LIKE MATS, INSTALLED OVER AND ANCHORED TO THE PROPERLY PREPARED SOIL SURFACES. PROPERLY SELECTED AND INSTALLED, ECBS CAN MIMIC THE BENEFICIAL EFFECTS OF VEGETATIVE COVER THEREBY REDUCING EROSION RATES BY OVER 90%. ECBS ALSO PROTECT SEEDS AND PROVIDE A BENEFICIAL ENVIRONMENT FOR VEGETATION TO BECOME ESTABLISHED. CONTRACTOR SHALL VERIFY DURING REGULAR INSPECTIONS THAT NO GULLIES, RILLS, OR SCOUR HOLES HAVE FORMED UNDER EROSION CONTROL BLANKETS AND MATS AND CORRECT ALL ERODED AREAS WITHIN 7 DAYS. ALL REPAIRS MUST BE COMPLETED WITHIN 24 HOURS OF DISCOVERY, OR AS SOON AS FIELD CONDITIONS ALLOW ACCESS.

STRAW MULCHING: DISTURBED SOIL AREAS SHALL BE PROTECTED WITH STRAW MULCH. MULCHING IS THE APPLICATION OF A PROTECTIVE LAYER OF STRAW OR OTHER SUITABLE MATERIAL TO THE SOIL SURFACE. STRAW MULCH SHALL BE USED IN CONJUNCTION WITH SEEDING AND HYDRO-SEEDING FOR ESTABLISHMENT OF VEGETATION. STRAW MULCH MUST BE SECURED TO THE GROUND USING DISKING OR AN OVERSPRAY OF AN HECP. MULCHING IS COMMONLY USED AS A TEMPORARY MEASURE TO PROTECT BARE OR DISTURBED SOIL AREAS THAT HAVE NOT BEEN SEEDED, UNTIL NATIVE VEGETATION RE-GROWS. CERTIFIED WEED-FREE MULCH MUST BE USED WHEN USING NATIVE SEED MIXES OR WHEN WORKING NEAR ENVIRONMENTALLY SENSITIVE AREAS.

HYDRAULIC MATRICES: HYDRAULIC MATRICES ARE EROSION CONTROL PRODUCTS THAT ARE USED TO STABILIZE EXPOSED SOILS. THESE MATRICES ARE APPLIED IN A SLURRY, PRODUCED BY MIXING FIBER, WATER AND A BINDING AGENT TOGETHER IN A MECHANICAL HYDRO-SEEDER. WOOD FIBER IS WIDELY USED BUT OTHER FIBERS CAN INCLUDE PAPER, STRAW, COIR, CORN, ETC. THE EFFECTIVENESS OF THESE HYDRAULIC MATRICES ARE DEPENDENT ON:

- PROPER SOIL PREPARATION  
– APPLICATION RATES (DEPENDENT ON THE MANUFACTURERS RECOMMENDATIONS)  
– THE TYPE OF FIBERS USED  
– THE TYPE OF BOND AGENT(S) ADDED

THESE HYDRAULIC MATRICES ARE CLASSIFIED IN THE MNDOT SPEC BOOK AND APPROVED PRODUCTS LIST, DEPENDING ON THE PRODUCT CHARACTERISTICS, STRENGTH, AND LONGEVITY. HYDRAULIC MATRICES USED INCLUDE: ORGANIC FIBER MATRIX, HYDRAULIC MULCH MATRIX, STABILIZED FIBER MATRIX, BONDED FIBER MATRIX, AND FIBER REINFORCED MATRIX.

SOD TYPE LAWN: SOD IS A PERMANENT EROSION PREVENTION BMP THAT PROVIDES INSTANTANEOUS SOIL STABILIZATION. THE CONTRACTOR IS RESPONSIBLE FOR MAINTENANCE OF SOD AS OUTLINED IN THE PROJECT SPECIFICATIONS.

ENERGY DISSIPATER: AN ENERGY DISSIPATER IS A STRUCTURE DESIGNED TO CONTROL EROSION AT THE OUTLET OF A CHANNEL OR CONDUIT.

RAPID STABILIZATION METHOD #1: THIS METHOD SHALL CONSIST OF TYPE 1 MULCH (2 TON PER ACRE) WITH DISC ANCHORING BE SPREAD IN AREAS THAT HAVE BEEN UNWORKED FOR 14 DAYS. THIS METHOD SHALL BE USED ON SLOPES OF 3:1 AND LESS. OPERATOR MUST APPLY MULCH IN A UNIFORM PATTERN OVER THE DISTURBED SOILS TO ACHIEVE A MINIMUM OF 90% GROUND COVER.

RAPID STABILIZATION METHOD #2: THIS METHOD SHALL CONSIST OF TYPE 3 MULCH (1.5 TON PER ACRE) OR 3884 TYPE STABILIZED FIBER MATRIX (750 LBS PER ACRE) BE SPREAD IN AREAS THAT HAVE BEEN UNWORKED FOR 14 DAYS. THIS METHOD SHALL BE USED ON SLOPES LESS THAN 3:1.

RAPID STABILIZATION METHOD #3: THIS WORK SHALL CONSIST OF OPERATIONS NECESSARY TO RAPIDLY STABILIZE SMALL CRITICAL AREAS WITHIN 200 FEET OF SURFACE WATERS, TO PREVENT OFF SITE SEDIMENTATION AND OR TO COMPLY WITH PERMIT REQUIREMENTS. THIS FORM OF RAPID STABILIZATION EMPLOYS SFM, SEED MIX 22-111, AND FERTILIZER TYPE 3. THIS METHOD SHALL BE USED ON SLOPES LESS THAN 3:1. INSTALL PER MNDOT SPECIFICATION 2575.3.M.1.C.

RAPID STABILIZATION METHOD #4: THIS METHOD SHALL CONSIST OF CATEGORY 20/25 EROSION CONTROL BLANKET (NATURAL NET ONLY) IN COMBINATION WITH MNDOT SEED MIX 22-111 (2 LBS PER 100 SQ. YD.) AND TYPE 3 SLOW RELEASE FERTILIZER (8 LBS PER 100 SQ. YD.). THIS IS AN ACCEPTABLE BMP FOR DISTURBED AREAS ADJACENT TO ENVIRONMENTALLY SENSITIVE AREAS, SURFACE WATERS, AND WITHIN THE LAST 200 FEET OF DITCH BOTTOMS.

TEMPORARY & PERMANENT SEDIMENT CONTROL BMPS

SEDIMENT CONTROL LOGS: SEDIMENT CONTROL LOGS ARE MANUFACTURED FROM STRAW, WOOD EXCELSIOR, COCONUT FIBERS, AND/OR OTHER MATERIALS THAT ARE BOUND WITH POLYPROPYLENE OR BIODEGRADABLE NETTING INTO TIGHT TUBULAR ROLLS. FIBER ROLLS CONTROL



SCALE: DESIGN BY:  
AS SHOWN XXX  
PLAN BY: CHECK BY:  
XXX XXX

| REVIEWS       |             |
|---------------|-------------|
| NO.           | DESCRIPTION |
| ADD 3/15/2024 | ADDENDUM 1  |
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|               |             |
|               |             |

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 LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

*Robert A. Mph. III*  
ROBERT SIJPKA, P.L.A.  
DATE: 03-15-2024 LIC. NO: 44337

SWPPP

LEXINGTON ATHLETIC COMPLEX  
HOCKEY RINKS  
CITY OF BLAINE, MN

CLIENT PROJECT NO.  
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WSB PROJECT NO.  
023075-000

SHEET



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THREE TYPES OF EROSIONAL PROCESSES; EROSION CONTROL, RUN OFF CONTROL, AND SEDIMENT CONTROL. SEDIMENT CONTROL LOGS CAN BE USED FOR THE FOLLOWING:

- SLOPE INTERRUPTERS TO REDUCE EROSION ON NEWLY CONSTRUCTED SLOPES
- TEMPORARY DITCH CHECKS TO REDUCE RUNOFF VELOCITIES IN DRAINAGE CHANNELS
- SEDIMENT CONTROL BARRIERS FOR SMALL DISTURBED SOIL AREAS SUCH AS STOCKPILES, DISCRETE SLOPES, OR INDIVIDUAL LOTS

**MACHINE SLICED SILT FENCE:** A SILT FENCE IS A TEMPORARY SEDIMENT BARRIER CONSISTING OF FILTER FABRIC ENTRENCHED INTO THE SOIL AND ATTACHED TO SUPPORTING POSTS. SILT FENCE IS INTENDED TO BE INSTALLED WHERE SEDIMENT-LADEN WATER CAN POND, THUS ALLOWING THE SEDIMENT TO FALL OUT OF SUSPENSION AND SEPARATE FROM THE RUNOFF. SILT FENCE INSTALLED WITH A TRENCHER OR BY SLICING IS THE MOST EFFECTIVE INSTALLATION METHOD TO ENSURE AGAINST COMMON SILT FENCE FAILURES. THE BMP WILL BE CLEANED OUT OR REPLACED WHEN THE SEDIMENT REACHES 1/2 THE HEIGHT OF THE FENCE.

**STABILIZED CONSTRUCTION EXIT:** TEMPORARY CONSTRUCTION EXITS ARE CONSTRUCTED AT THE EGRESS POINT FROM THE CONSTRUCTION AREA ONTO A PAVED ROAD. A STABILIZED CONSTRUCTION EXIT IS A TRACKING CONTROL BMP INTENDED TO PREVENT TRACKING OF SOIL FROM THE CONSTRUCTION SITE BY EQUIPMENT AND VEHICLES. THE EXITS ARE CONSTRUCTED OF LARGE ANGULAR ROCK, STEEL RIBS (RUMBLE STRIPS), OR TRACK PADS INTENDED TO KNOCK THE MUD OFF THE TIRES BEFORE TRAVELING ONTO THE ROADWAY.

**DUST CONTROL:** OPERATOR WILL COMPLY WITH STATE RULE 7011.0150 ON DUST PREVENTION REQUIREMENTS. DUST FROM THE SITE WILL BE CONTROLLED BY INCREASED STREET SWEEPING AND/OR USING A MOBILE PRESSURE-TYPE DISTRIBUTOR TRUCK TO APPLY POTABLE WATER TO DISTURBED AREAS. THE MOBILE UNIT WILL APPLY WATER AT A RATE NECESSARY TO PREVENT RUNOFF AND PONDING.

**POLLUTION PREVENTION MANAGEMENT**

POTENTIAL SOURCES OF POLLUTANTS FROM CONSTRUCTION ACTIVITIES INCLUDE, BUT NOT LIMITED TO:

1. SEDIMENT AND FUGITIVE DUST GENERATED FROM CLEARING AND GRUBBING, IMPORT/EXPORT OPERATIONS, REMOVALS/COMPACTION, MASS/FINE GRADING, EXCAVATIONS, TRENCHING, TOPSOIL STRIPING STOCKPILING, WET/DRY PAVEMENT CUTTING, STREET CONSTRUCTION.
2. BASIC/ACIDIC PH LEVELS FROM CURB AND GUTTER, MANHOLE STRUCTURES, SIDEWALKS, DRIVEWAY APRONS, FOUNDATIONS, BRIDGE ABUTMENTS, WET/DRY PAVEMENT CUTTING, MASONRY WASHOUT/CLEANOUT.
3. EXCESS NUTRIENTS FROM LANDSCAPING INSTALLATIONS, SOIL ADDITIVES, FERTILIZATION, MULCHING.
4. HYDROCARBONS FROM STREET CONSTRUCTION, DEMOLITION/REMOVALS, WET/DRY PAVEMENT CUTTING.

OPERATOR WILL COMPLY WITH ALL OF THE POLLUTION PREVENTION AND MANAGEMENT MEASURES IDENTIFIED IN THE NPDES-CSW PERMIT, PART 12.1. STORAGE AND DISPOSAL OF CONSTRUCTION AND HAZARDOUS WASTES MUST BE IN COMPLIANCE WITH MPCA REGULATIONS.

- A. POSITION AND STAKE DOWN ALL PORTABLE TOILETS SO THEY CANNOT BE TIPPED OR KNOCKED OVER. SUPPLY ADEQUATE SECONDARY CONTAINMENT.
- B. SECONDARY CONTAINMENT IS NEEDED AROUND ALL STATIONARY EQUIPMENT (GENERATORS, PUMPS, LIGHT PLANTS, ETC.) PROVIDE CONTAINMENT FOR ALL HAZARDOUS MATERIALS AND TOXIC WASTE.
- C. NO ENGINE DEGREASING IS ALLOWED ON SITE.
- D. VEHICLE AND EQUIPMENT WASHING TO OCCUR IN DESIGNATED AREA AS DETERMINED BY THE CONTRACTOR SUBMITTAL OF A MANAGEMENT PLAN FOR THESE ACTIVITIES.
- E. PROPERLY CLEAN UP AND REPORT ALL SPILLS AS REQUIRED BY THE MPCA AND MNDOT SPECIFICATIONS.
- F. PROVIDE A SPILL KIT AT EACH WORK LOCATION ON THE SITE.
- G. PROVIDE A SECURE STORAGE AREA WITH RESTRICTED ACCESS FOR ALL HAZARDOUS MATERIALS AND TOXIC WASTE. RETURN ALL HAZARDOUS MATERIALS AND TOXIC WASTE TO THE DESIGNATED STORAGE AREA AT THE END OF THE BUSINESS DAY UNLESS INFEASIBLE. STORE ALL HAZARDOUS MATERIALS AND TOXIC WASTE (INCLUDING BUT NOT LIMITED TO OIL, DIESEL FUEL, GASOLINE, HYDRAULIC FLUIDS, PAINT, PETROLEUM BASED PRODUCTS, WOOD PRESERVATIVES, ADDITIVES, CURING COMPOUNDS, AND ACIDS) IN SEALED CONTAINERS WITH SECONDARY CONTAINMENT. CLEAN UP SPILLS IMMEDIATELY. STORE, COLLECT AND DISPOSE OF ALL SOLID WASTE.
- H. SLURRY FROM CONCRETE OPERATIONS MUST BE VACUUMED UP IMMEDIATELY. NO CONCRETE WASHOUT SHALL COME IN CONTACT WITH THE GROUND AND MUST BE PROPERLY DISPOSED OF.
- I. A SIGN MUST BE INSTALLED ADJACENT TO EACH CONCRETE WASHOUT FACILITY.
- J. CREATE AND FOLLOW A WRITTEN DISPOSAL PLAN FOR ALL WASTE MATERIALS. INCLUDE IN THE PLAN HOW THE MATERIAL WILL BE DISPOSED OF AND THE LOCATION OF THE DISPOSAL SITE. SUBMIT PLAN TO THE ENGINEER PRIOR TO CONSTRUCTION.
- K. USE METHODS AND OPERATIONAL PROCEDURES THAT PREVENT DISCHARGE OR PLACEMENT OF BITUMINOUS GRINDINGS, CUTTINGS, MILLINGS, AND OTHER BITUMINOUS WASTES FROM AREAS OF EXISTING OR FUTURE VEGETATED SOILS AND FROM ALL WATER CONVEYANCE SYSTEMS, INCLUDING INLETS, DITCHES AND CURB FLOW LINES.

**FINAL STABILIZATION**

FINAL STABILIZATION IS ACHIEVED WHEN NPDES CGP PARTS 13.1-13.7 (AS APPLICABLE) ARE COMPLETED PRIOR TO SUBMISSION OF THE NOTICE OF TERMINATION (NOT) TO MPCA.

1. ALL AREAS MUST BE STABILIZED WITH A UNIFORM PERENNIAL VEGETATIVE COVER WITH A DENSITY OF 70%.
2. ALL TEMPORARY SEDIMENT CONTROL BMP MEASURES MUST BE REMOVED PRIOR TO SUBMITTING PERMIT NOT.
3. THE NOT SUBMITTAL MUST INCLUDE EITHER GROUND OR AERIAL PHOTOGRAPHS SHOWING THE AFOREMENTIONED REQUIREMENTS OF HAVE BEEN MET.

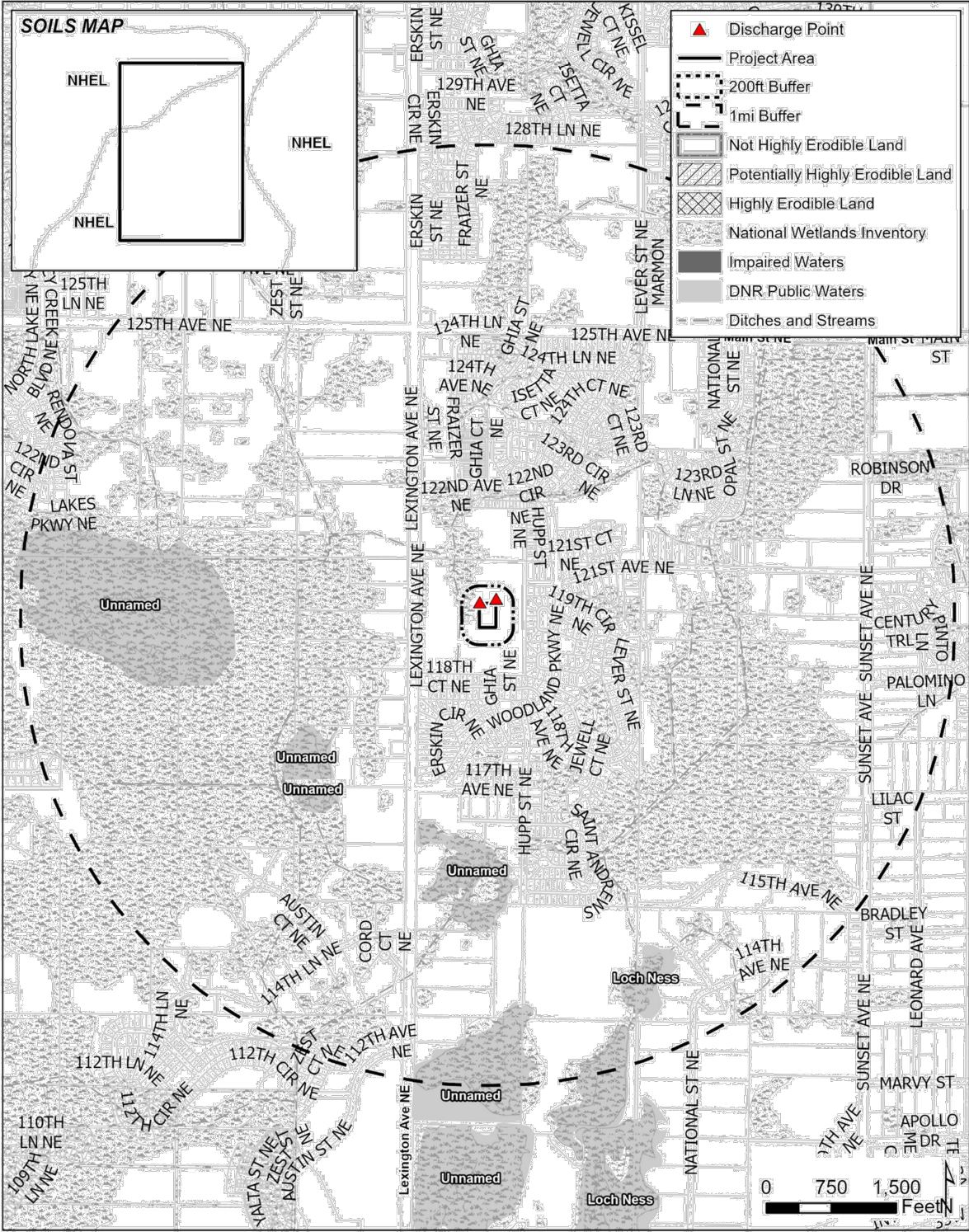


Figure 1. SWPPP Resource Map

SCALE: AS SHOWN  
DESIGN BY: XXX  
PLAN BY: XXX  
CHECK BY: XXX

| REVISIONS |                      |
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| NO.       | DESCRIPTION          |
| ADD       | 3/15/2024 ADDENDUM 1 |
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|           |                      |
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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 LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

*Robert A. Mph. III*  
ROBERT A. MPCA, P.L.A.  
DATE: 03-15-2024 LIC. NO. 44337

SWPPP

LEXINGTON ATHLETIC COMPLEX  
HOCKEY RINKS  
CITY OF BLAINE, MN

CLIENT PROJECT NO.  
24-40

WSB PROJECT NO.  
023075-000

SHEET



| REVISIONS |                      |
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| NO.       | DATE DESCRIPTION     |
| ADD       | 3/15/2024 ADDENDUM 1 |
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I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A duly

Robert S. Dwyer, III

ROBERT SLIPKA, PLA

DATE: 03-15-2024 LIC. NO: 44337

# DEMOLITION PLAN

LEXINGTON ATHLETIC COMPLEX  
HOCKEY RINKS  
CITY OF BLAINE, MN

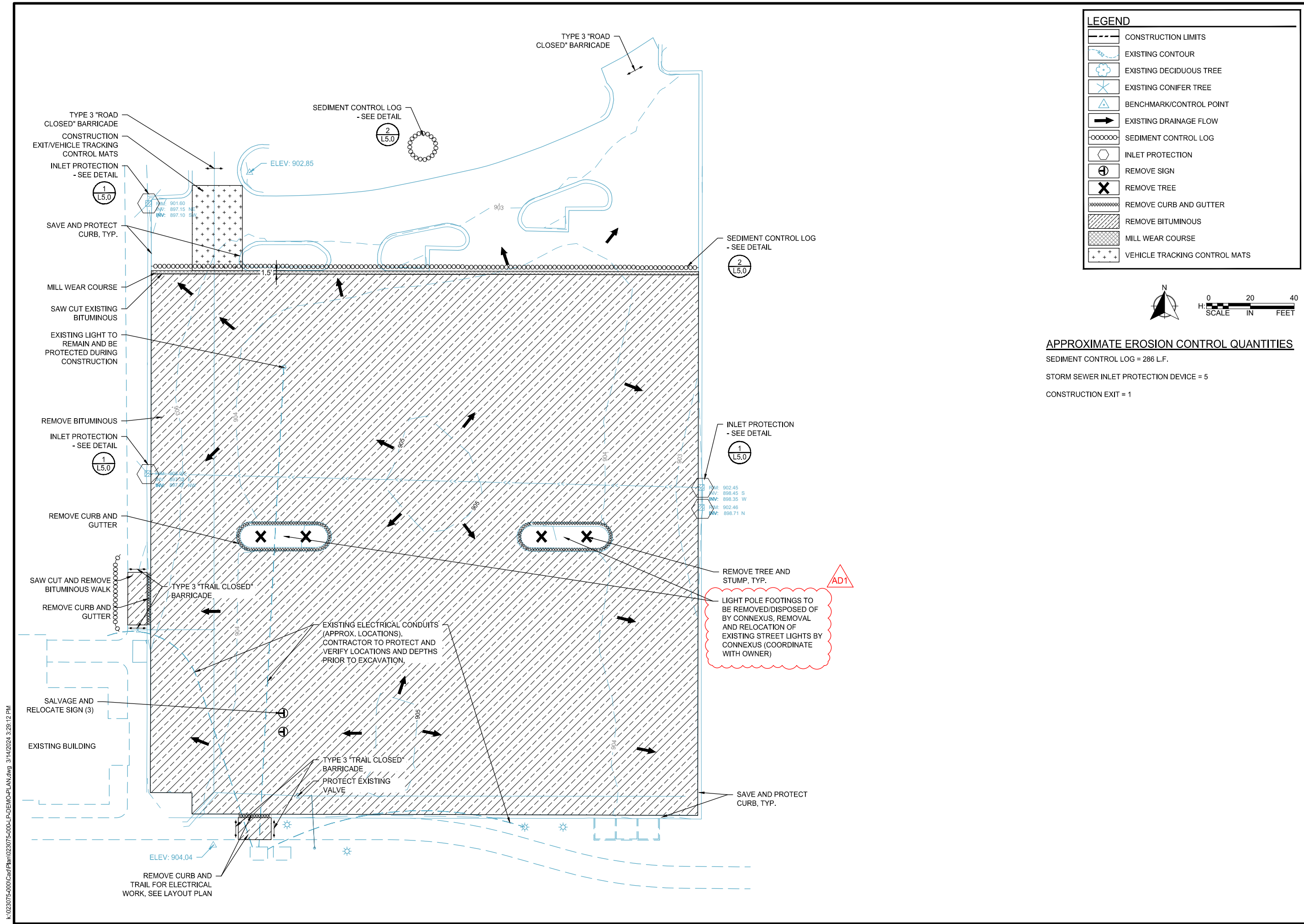
CLIENT PROJECT NO.  
24-40

WSB PROJECT NO.  
023075-000

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Page 224 of 267



| REVISIONS  |                      |
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DATE: 03-15-2024

\_\_\_\_\_ LIC. NO. 44337

\_\_\_\_\_ ROBERT SLIPKA, PLA

*Robert A. Slipka III*

## LAYOUT PLAN

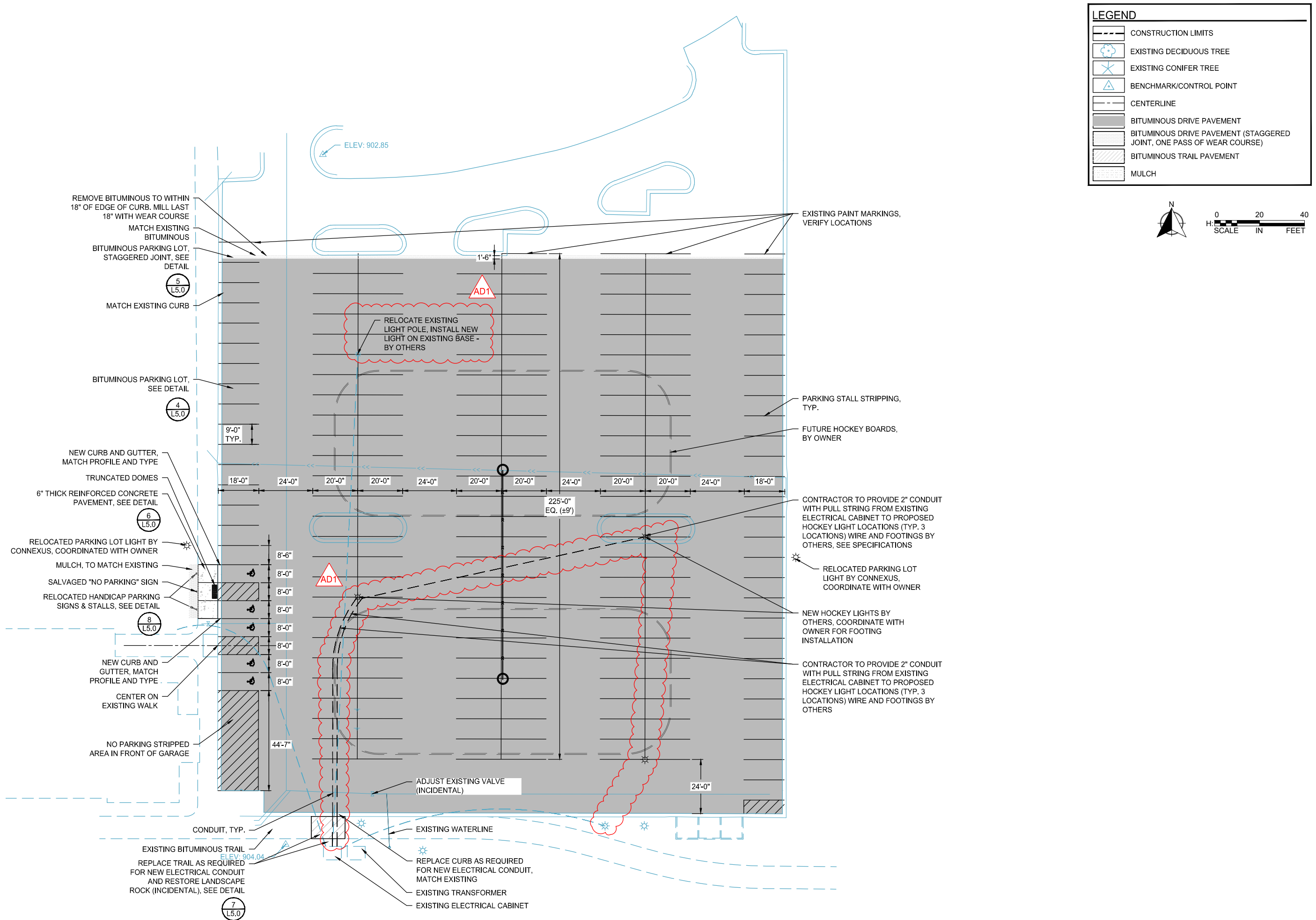
LEXINGTON ATHLETIC COMPLEX  
HOCKEY RINKS  
CITY OF BLAINE, MN

CLIENT PROJECT NO.  
24-40

WSB PROJECT NO.  
023075-000

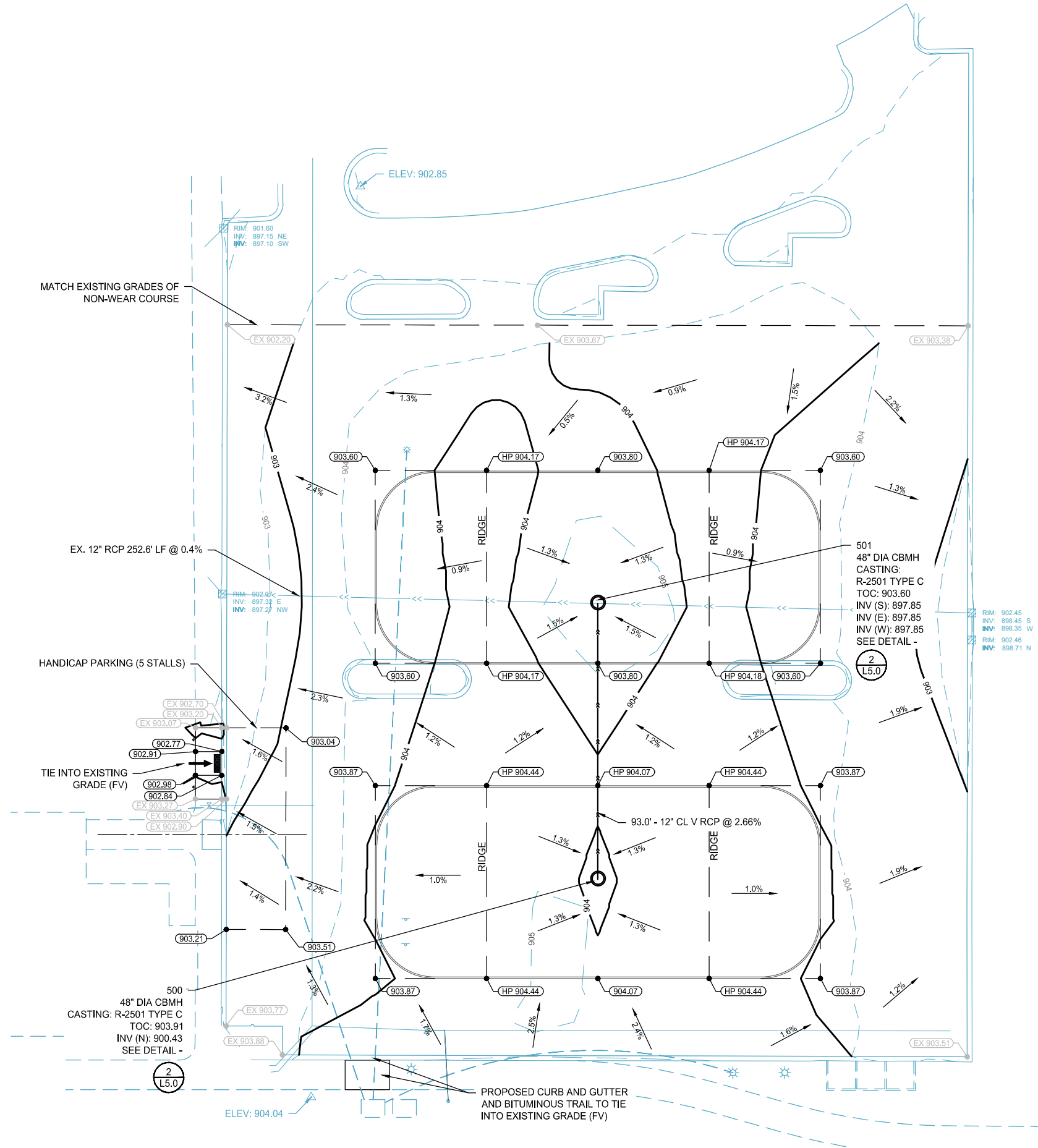
SHEET

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page 225 of 267





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| LEGEND |                                        |
|--------|----------------------------------------|
|        | CONSTRUCTION LIMITS                    |
|        | EXISTING CONTOUR                       |
|        | EXISTING DECIDUOUS TREE                |
|        | EXISTING CONIFER TREE                  |
|        | BENCHMARK/CONTROL POINT                |
|        | PROPOSED CONTOUR                       |
|        | PROPOSED SPOT ELEVATION                |
|        | EXISTING SPOT ELEVATION (FIELD VERIFY) |
|        | HIGH POINT                             |
|        | LOW POINT                              |
|        | DRAIN ELEVATION                        |
|        | INVERT                                 |



SCALE: AS SHOWN  
PLAN BY: HW

DESIGN BY: RS  
CHECK BY: RS

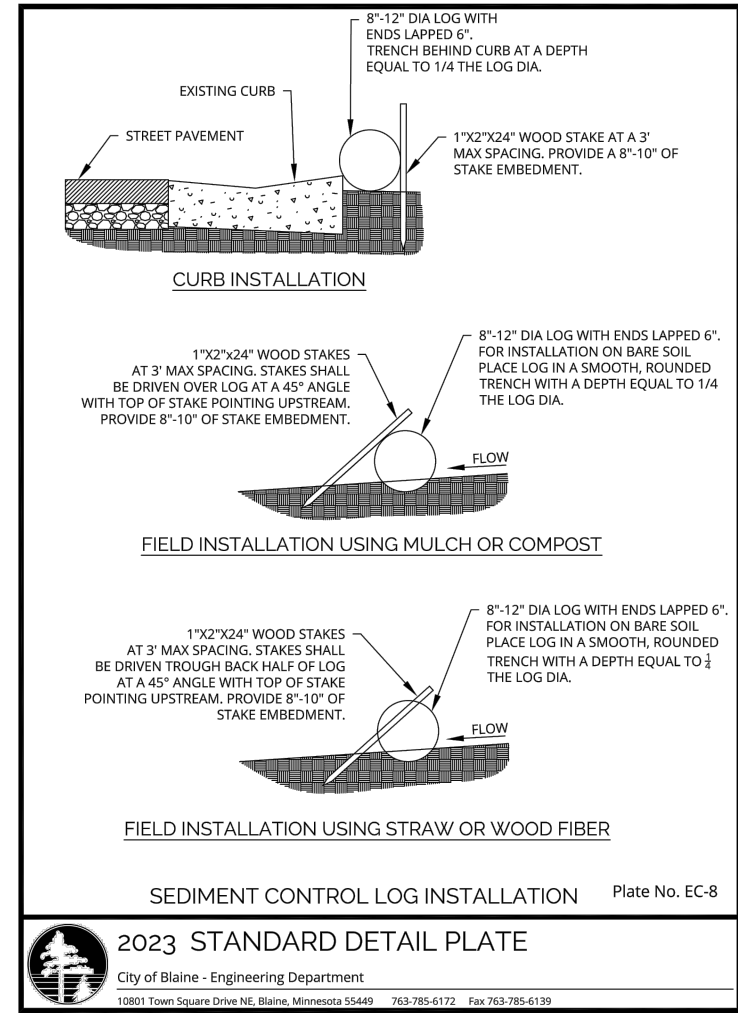
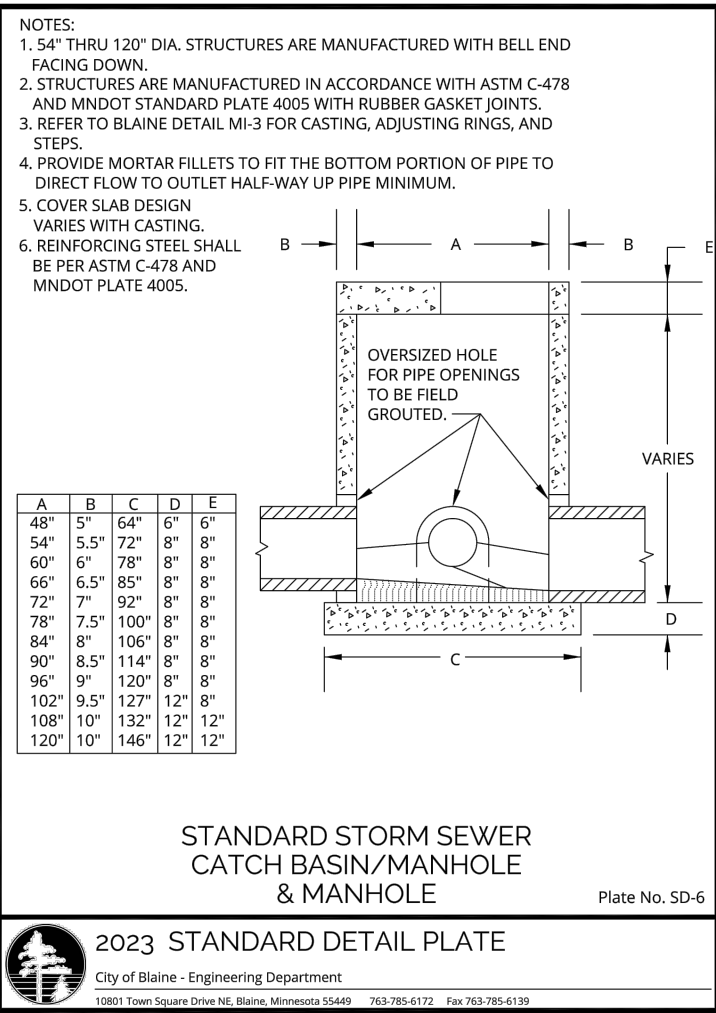
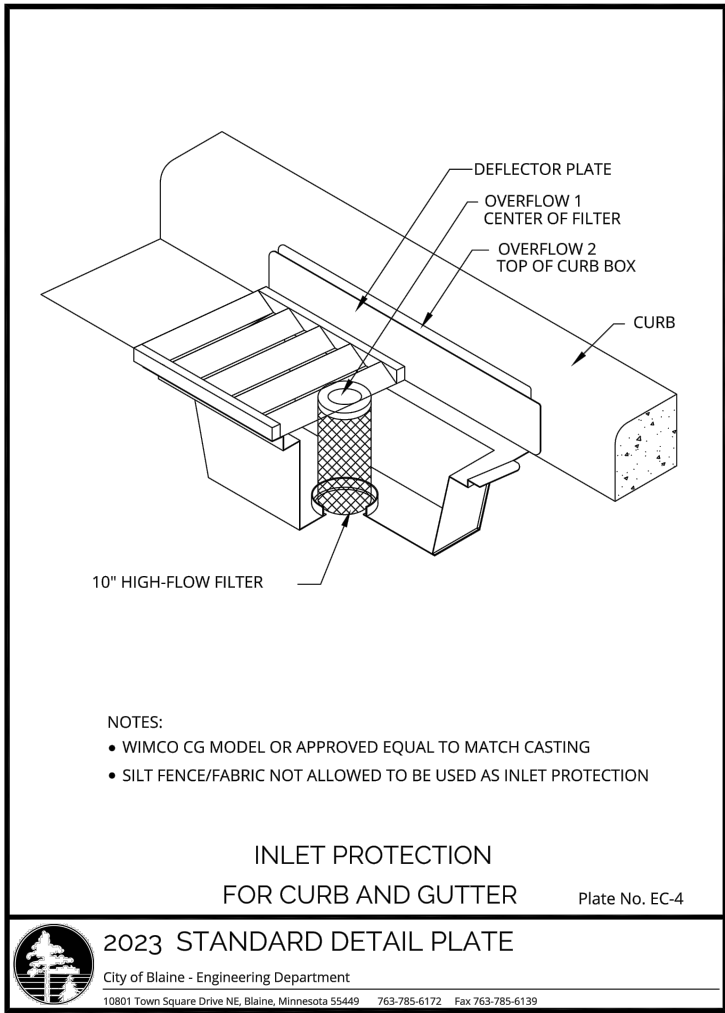
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ROBERT SLIPKA, P.L.A.  
DATE: 03-15-2024 LIC. NO. 44337

GRADING & DRAINAGE PLAN

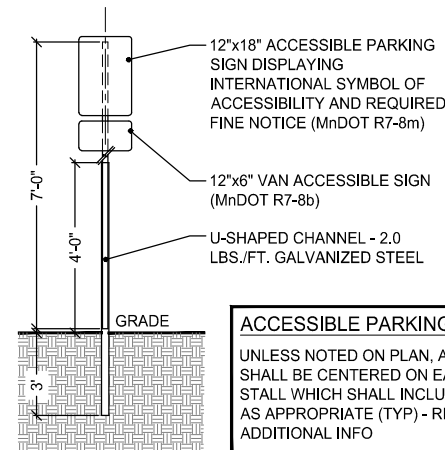
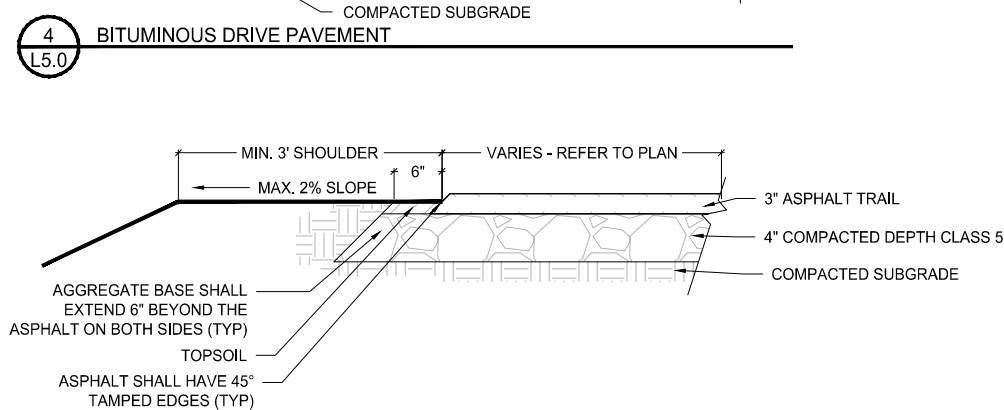
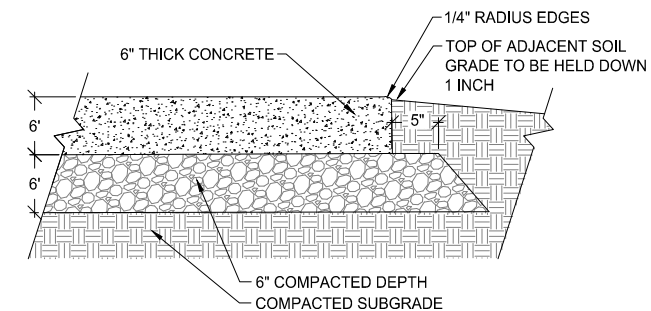
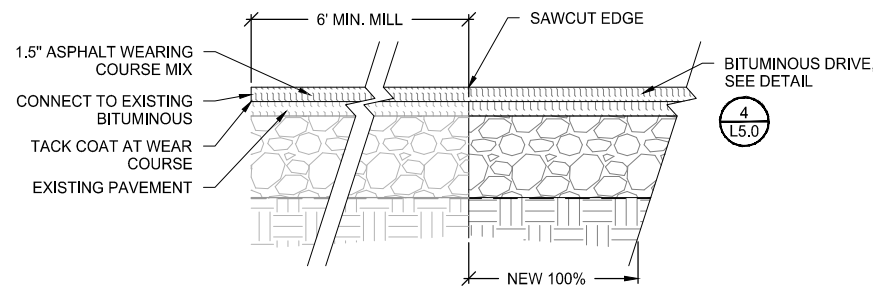
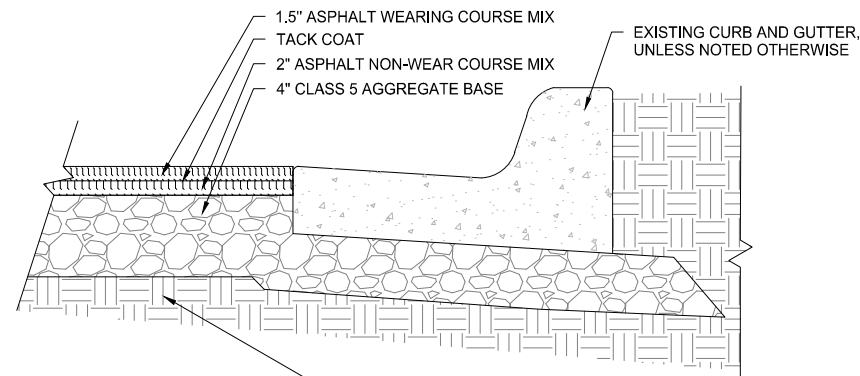
LEXINGTON ATHLETIC COMPLEX  
HOCKEY RINKS  
CITY OF BLAINE, MN



1  
L5.0  
INLET PROTECTION

2  
L5.0  
STORM MANHOLE/INLET DETAIL

3  
L5.0  
SEDIMENT CONTROL LOG INSTALLATION



ACCESSIBLE PARKING SIGNAGE REQUIREMENTS:  
UNLESS NOTED ON PLAN, ACCESSIBLE PARKING SIGN SHALL BE CENTERED ON EACH ACCESSIBLE PARKING STALL WHICH SHALL INCLUDE THE VAN ACCESSIBLE SIGN AS APPROPRIATE (TYP) - REFER TO PLANS FOR ADDITIONAL INFO



| REVISIONS |           |             |
|-----------|-----------|-------------|
| NO.       | DATE      | DESCRIPTION |
| ADD       | 3/15/2024 | ADDENDUM 1  |
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Robert A. Slipka, III  
ROBERT SLIPKA, PLA  
DATE: 03-15-2024 LIC. NO. 44337

## DETAILS

LEXINGTON ATHLETIC COMPLEX  
HOCKEY RINKS  
CITY OF BLAINE, MN

CLIENT PROJECT NO.  
24-40

WSB PROJECT NO.  
023075-000

SHEET

L5.0  
Page 227 of 267

Lexington Athletic Complex Hockey Rinks (#8982832)  
Owner: City of Blaine  
Solicitor: WSB  
03/19/2024 02:00 PM CDT

| BASE BID       |           |                                                     |          |          | Winberg Companies LLC |              | Aslakson's Services Inc. |              | Dunaway Construction |              | Veit & Company, Inc. |              | Sunram Construction, Inc. |              | Hobs Excavating, Inc. |              |
|----------------|-----------|-----------------------------------------------------|----------|----------|-----------------------|--------------|--------------------------|--------------|----------------------|--------------|----------------------|--------------|---------------------------|--------------|-----------------------|--------------|
| Item           | Item Code | Item Description                                    | UofM     | Quantity | Unit Price            | Extension    | Unit Price               | Extension    | Unit Price           | Extension    | Unit Price           | Extension    | Unit Price                | Extension    | Unit Price            | Extension    |
| 1              | 2011.601  | CONSTRUCTION SURVEY                                 | LUMP SUM | 1        | \$2,610.00            | \$2,610.00   | \$4,200.00               | \$4,200.00   | \$5,200.00           | \$5,200.00   | \$2,220.00           | \$2,220.00   | \$14,000.90               | \$14,000.90  | \$6,000.00            | \$6,000.00   |
| 2              | 2021.501  | MOBILIZATION AND TRAFFIC CONTROL                    | LUMP SUM | 1        | \$6,264.00            | \$6,264.00   | \$8,950.00               | \$8,950.00   | \$17,500.00          | \$17,500.00  | \$41,000.00          | \$41,000.00  | \$13,000.00               | \$13,000.00  | \$17,000.00           | \$17,000.00  |
| 3              | 2104.502  | REMOVE TREE AND STUMP                               | EACH     | 4        | \$522.00              | \$2,088.00   | \$150.00                 | \$600.00     | \$400.00             | \$1,600.00   | \$433.00             | \$1,732.00   | \$275.00                  | \$1,100.00   | \$300.00              | \$1,200.00   |
| 4              | 2104.502  | REMOVE LIGHT POLE BASE                              | EACH     | 2        | \$250.00              | \$500.00     | \$0.01                   | \$0.02       | \$0.01               | \$0.02       | \$1.00               | \$2.00       | \$775.00                  | \$1,550.00   | \$350.00              | \$700.00     |
| 5              | 2104.503  | REMOVE CURB AND GUTTER                              | LF       | 235      | \$5.31                | \$1,247.85   | \$3.30                   | \$775.50     | \$5.00               | \$1,175.00   | \$4.50               | \$1,057.50   | \$10.00                   | \$2,350.00   | \$12.00               | \$2,820.00   |
| 6              | 2104.504  | REMOVE BITUMINOUS PAVEMENT                          | SY       | 6756     | \$1.02                | \$6,891.12   | \$2.55                   | \$17,227.80  | \$2.50               | \$16,890.00  | \$2.80               | \$18,916.80  | \$2.15                    | \$14,525.40  | \$4.00                | \$27,024.00  |
| 7              | 2106.507  | SITE GRADING                                        | LUMP SUM | 1        | \$18,744.30           | \$18,744.30  | \$12,500.00              | \$12,500.00  | \$57,000.00          | \$57,000.00  | \$18,000.00          | \$18,000.00  | \$43,650.00               | \$43,650.00  | \$28,000.00           | \$28,000.00  |
| 8              | 2360.509  | BITUMINOUS (PARKING LOT) WITH AGGREGATE BASE        | SY       | 6714     | \$21.72               | \$145,828.08 | \$24.45                  | \$164,157.30 | \$19.50              | \$130,923.00 | \$22.50              | \$151,065.00 | \$21.55                   | \$144,686.70 | \$26.00               | \$174,564.00 |
| 9              | 2360.509  | TYPE SP 9.5 WEARING COURSE MIX (2,B) 1-1/2" THICK   | SY       | 42       | \$41.60               | \$1,747.20   | \$11.25                  | \$472.50     | \$14.00              | \$588.00     | \$46.25              | \$1,942.50   | \$41.25                   | \$1,732.50   | \$185.00              | \$7,770.00   |
| 10             | 2360.509  | BITUMINOUS (TRAIL) WITH AGGREGATE BASE - 3.0" THICK | SY       | 9        | \$156.00              | \$1,404.00   | \$40.00                  | \$360.00     | \$71.00              | \$639.00     | \$179.00             | \$1,611.00   | \$155.00                  | \$1,395.00   | \$235.00              | \$2,115.00   |
| 11             | 2503.503  | 12" RC PIPE SEWER DES 3006 CL V                     | LF       | 93       | \$67.55               | \$6,282.43   | \$95.00                  | \$8,835.00   | \$60.00              | \$5,580.00   | \$80.50              | \$7,486.50   | \$74.50                   | \$6,928.50   | \$70.00               | \$6,510.00   |
| 12             | 2503.602  | CONNECT TO EXISTING STORM SEWER                     | EACH     | 2        | \$506.34              | \$1,012.68   | \$450.00                 | \$900.00     | \$1,000.00           | \$2,000.00   | \$901.00             | \$1,802.00   | \$1,200.00                | \$2,400.00   | \$1,450.00            | \$2,900.00   |
| 13             | 2506.502  | CASTING ASSEMBLY                                    | EACH     | 2        | \$1,278.90            | \$2,557.80   | \$800.00                 | \$1,600.00   | \$1,250.00           | \$2,500.00   | \$1,110.00           | \$2,220.00   | \$750.00                  | \$1,500.00   | \$970.00              | \$1,940.00   |
| 14             | 2506.503  | CONST DRAINAGE STRUCTURE DES 48-4020                | LF       | 10       | \$811.19              | \$8,111.90   | \$900.00                 | \$9,000.00   | \$800.00             | \$8,000.00   | \$837.00             | \$8,370.00   | \$775.00                  | \$7,750.00   | \$1,150.00            | \$11,500.00  |
| 15             | 2521.518  | 6" CONCRETE WALK                                    | SF       | 200      | \$20.29               | \$4,058.00   | \$13.50                  | \$2,700.00   | \$22.00              | \$4,400.00   | \$25.75              | \$5,150.00   | \$22.00                   | \$4,400.00   | \$32.00               | \$6,400.00   |
| 16             | 2531.503  | CONCRETE CURB & GUTTER DESIGN - B612                | LF       | 40       | \$80.44               | \$3,217.60   | \$78.00                  | \$3,120.00   | \$50.00              | \$2,000.00   | \$80.00              | \$3,200.00   | \$75.00                   | \$3,000.00   | \$75.00               | \$3,000.00   |
| 17             | 2531.618  | TRUNCATED DOMES                                     | SF       | 12       | \$93.33               | \$1,119.96   | \$75.00                  | \$900.00     | \$75.00              | \$900.00     | \$62.50              | \$750.00     | \$85.00                   | \$1,020.00   | \$58.00               | \$696.00     |
| 18             | 2545.503  | ELECTRICAL CONDUIT                                  | LF       | 350      | \$11.59               | \$4,056.50   | \$8.00                   | \$2,800.00   | \$9.50               | \$3,325.00   | \$10.25              | \$3,587.50   | \$16.75                   | \$5,862.50   | \$40.00               | \$14,000.00  |
| 19             | 2564.602  | INSTALL SALVAGED SIGN                               | EACH     | 3        | \$250.00              | \$750.00     | \$125.00                 | \$375.00     | \$400.00             | \$1,200.00   | \$200.00             | \$600.00     | \$300.00                  | \$900.00     | \$200.00              | \$600.00     |
| 20             | 2573.501  | STABILIZED CONSTRUCTION EXIT                        | LS       | 1        | \$1,044.00            | \$1,044.00   | \$1,500.00               | \$1,500.00   | \$0.01               | \$0.01       | \$2,060.00           | \$2,060.00   | \$800.00                  | \$800.00     | \$1,500.00            | \$1,500.00   |
| 21             | 2573.502  | STORM DRAIN INLET PROTECTION                        | EACH     | 4        | \$137.03              | \$548.10     | \$150.00                 | \$600.00     | \$200.00             | \$800.00     | \$284.00             | \$1,136.00   | \$150.00                  | \$600.00     | \$350.00              | \$1,400.00   |
| 22             | 2573.503  | SEDIMENT CONTROL LOG, TYPE WOOD FIBER               | LF       | 324      | \$4.73                | \$1,532.52   | \$4.00                   | \$1,296.00   | \$5.00               | \$1,620.00   | \$2.20               | \$712.80     | \$4.00                    | \$1,296.00   | \$5.00                | \$1,620.00   |
| 23             | 2575.607  | MULCH                                               | CY       | 1        | \$500.00              | \$500.00     | \$200.00                 | \$200.00     | \$300.00             | \$300.00     | \$442.00             | \$442.00     | \$200.00                  | \$200.00     | \$1,100.00            | \$1,100.00   |
| 24             | 2582.601  | PAVEMENT MARKINGS                                   | LUMP SUM | 1        | \$2,349.00            | \$2,349.00   | \$1,300.00               | \$1,300.00   | \$1,850.00           | \$1,850.00   | \$2,970.00           | \$2,970.00   | \$3,500.00                | \$3,500.00   | \$3,000.00            | \$3,000.00   |
| BASE BID TOTAL |           |                                                     |          |          |                       | \$224,465.04 |                          | \$244,369.12 |                      | \$265,990.03 |                      | \$278,033.60 |                           | \$278,147.50 |                       | \$323,359.00 |

Lexington Athletic Complex Hockey Rinks (#8982832)  
Owner: City of Blaine  
Solicitor: WSB  
03/19/2024 02:00 PM CDT

| BASE BID       |           |                                                     |          |          | Shoreline Landscaping & Contracting |              | Urban Companies |              |
|----------------|-----------|-----------------------------------------------------|----------|----------|-------------------------------------|--------------|-----------------|--------------|
| Item           | Item Code | Item Description                                    | UofM     | Quantity | Unit Price                          | Extension    | Unit Price      | Extension    |
| 1              | 2011.601  | CONSTRUCTION SURVEY                                 | LUMP SUM | 1        | \$3,500.00                          | \$3,500.00   | \$10,000.00     | \$10,000.00  |
| 2              | 2021.501  | MOBILIZATION AND TRAFFIC CONTROL                    | LUMP SUM | 1        | \$15,000.00                         | \$15,000.00  | \$34,000.00     | \$34,000.00  |
| 3              | 2104.502  | REMOVE TREE AND STUMP                               | EACH     | 4        | \$480.00                            | \$1,920.00   | \$1,000.00      | \$4,000.00   |
| 4              | 2104.502  | REMOVE LIGHT POLE BASE                              | EACH     | 2        | \$300.00                            | \$600.00     | \$500.00        | \$1,000.00   |
| 5              | 2104.503  | REMOVE CURB AND GUTTER                              | L F      | 235      | \$21.00                             | \$4,935.00   | \$15.00         | \$3,525.00   |
| 6              | 2104.504  | REMOVE BITUMINOUS PAVEMENT                          | S Y      | 6756     | \$5.87                              | \$39,657.72  | \$13.00         | \$87,828.00  |
| 7              | 2106.507  | SITE GRADING                                        | LUMP SUM | 1        | \$9,800.00                          | \$9,800.00   | \$70,000.00     | \$70,000.00  |
| 8              | 2360.509  | BITUMINOUS (PARKING LOT) WITH AGGREGATE BASE        | S Y      | 6714     | \$28.37                             | \$190,476.18 | \$31.00         | \$208,134.00 |
| 9              | 2360.509  | TYPE SP 9.5 WEARING COURSE MIX (2,B) 1-1/2" THICK   | S Y      | 42       | \$48.21                             | \$2,024.82   | \$35.00         | \$1,470.00   |
| 10             | 2360.509  | BITUMINOUS (TRAIL) WITH AGGREGATE BASE - 3.0" THICK | S Y      | 9        | \$131.00                            | \$1,179.00   | \$110.00        | \$990.00     |
| 11             | 2503.503  | 12" RC PIPE SEWER DES 3006 CL V                     | L F      | 93       | \$181.00                            | \$16,833.00  | \$135.00        | \$12,555.00  |
| 12             | 2503.602  | CONNECT TO EXISTING STORM SEWER                     | EACH     | 2        | \$1,100.00                          | \$2,200.00   | \$2,000.00      | \$4,000.00   |
| 13             | 2506.502  | CASTING ASSEMBLY                                    | EACH     | 2        | \$1,500.00                          | \$3,000.00   | \$1,000.00      | \$2,000.00   |
| 14             | 2506.503  | CONST DRAINAGE STRUCTURE DES 48-4020                | L F      | 10       | \$1,341.00                          | \$13,410.00  | \$1,250.00      | \$12,500.00  |
| 15             | 2521.518  | 6" CONCRETE WALK                                    | S F      | 200      | \$32.00                             | \$6,400.00   | \$35.00         | \$7,000.00   |
| 16             | 2531.503  | CONCRETE CURB & GUTTER DESIGN - B612                | L F      | 40       | \$72.00                             | \$2,880.00   | \$100.00        | \$4,000.00   |
| 17             | 2531.618  | TRUNCATED DOMES                                     | S F      | 12       | \$90.00                             | \$1,080.00   | \$100.00        | \$1,200.00   |
| 18             | 2545.503  | ELECTRICAL CONDUIT                                  | L F      | 350      | \$14.00                             | \$4,900.00   | \$22.00         | \$7,700.00   |
| 19             | 2564.602  | INSTALL SALVAGED SIGN                               | EACH     | 3        | \$300.00                            | \$900.00     | \$500.00        | \$1,500.00   |
| 20             | 2573.501  | STABILIZED CONSTRUCTION EXIT                        | LS       | 1        | \$1,500.00                          | \$1,500.00   | \$2,500.00      | \$2,500.00   |
| 21             | 2573.502  | STORM DRAIN INLET PROTECTION                        | EACH     | 4        | \$185.00                            | \$740.00     | \$350.00        | \$1,400.00   |
| 22             | 2573.503  | SEDIMENT CONTROL LOG, TYPE WOOD FIBER               | L F      | 324      | \$5.00                              | \$1,620.00   | \$6.00          | \$1,944.00   |
| 23             | 2575.607  | MULCH                                               | C Y      | 1        | \$181.00                            | \$181.00     | \$1,000.00      | \$1,000.00   |
| 24             | 2582.601  | PAVEMENT MARKINGS                                   | LUMP SUM | 1        | \$3,800.00                          | \$3,800.00   | \$3,000.00      | \$3,000.00   |
| BASE BID TOTAL |           |                                                     |          |          |                                     | \$328,536.72 |                 | \$483,246.00 |



# City of Blaine Staff Report

File Number: 2024-92

| Agenda Date   | Status    |
|---------------|-----------|
| April 1, 2024 |           |
| In Control    | File Type |
| City Council  | Motion    |

**Administration** - Jerome Krieger, Sr. Recreation Manager

## Agenda Item # 11.2

Motion to Approve a Contract With Rink Systems for the Dasher Board System at the Lexington Athletic Complex Hockey Rinks for an Amount not to Exceed \$150,000.

## Executive Summary

Pursuant to the City's purchasing rules, the staff is bringing forward the attached quote for dasher hockey boards, netting and goals from Rink Systems for the Lexington Athletic Complex rinks.

## Background

The City Council discussed the Lexington Athletic rink project on December 5, 2022. This project was slated to be a 2023 project but was pushed back to 2024. The Council consensus was to move forward with the Lexington Athletic Complex project. The \$150,000 that was originally allotted for new rink boards is under Jim Peterson Park in the budget. Staff were prepared to purchase boards for Jim Peterson Park and to utilize some of them to make two rinks at Lexington Athletic Complex with the original boards at LAC. Staff were informed by Rink Systems that two smaller rinks would need different sized corners due to the radius. After discussion with Public Works, staff decided they would move the current full-sized hockey rink from the Lexington Athletic Complex to Jim Peterson Park and purchase the new studio-sized rink for the Lexington Athletic Complex. This particular dasher board has been used over the last 9 seasons in Blaine and has been very durable and easy for the Public Works staff to put up, take down and store at the end of the season. This is a custom-built board that is only made by Rink Systems and a company in Alberta, Canada. The staff attached a quote from Becker Arena Systems for a similar board, but the cost exceeds the budget and is higher than the price of the Rink Systems board.

## Strategic Plan Relationship

This project meets the Infrastructure Management strategic plan priority.

### **Board/Commission Review**

The Park Board reviewed the project at the September 27, 2022 meeting. The board recommended that the City Council proceed with the project.

### **Financial Impact**

On December 5, 2022, Council adopted the Parks CIP budget, which established the 2023 Parks Capital Improvement Program budget and appropriated \$150,000 for the Jim Peterson rinks. Due to the switching of rinks, the budget will be used for the boards at the Lexington Athletic Complex Hockey Rinks. In addition to the installation of hockey rinks at Jim Peterson Park, the CIP included funding for new lighting, and an expansion to the existing parking lot. Funding provided by the Park Development Fund (404).

### **Public Outreach/Input**

Reviewed by the Park Board at it's September 23, 2023 meeting. No additional outreach required.

### **Staff Recommendation**

By motion, authorize the Mayor and City Manager to enter into a contract with Rink Systems not to exceed \$150,000 for dasher boards, goals and netting at the Lexington Athletic Complex Hockey Rinks project.

### **Attachment List**

1. Presentation
2. Rink Systems Quote
3. Becker Arena Products Quote



# Lexington Athletic Complex Hockey Rinks – Winberg Bid

City of Blaine

Presented by: Jerome Krieger

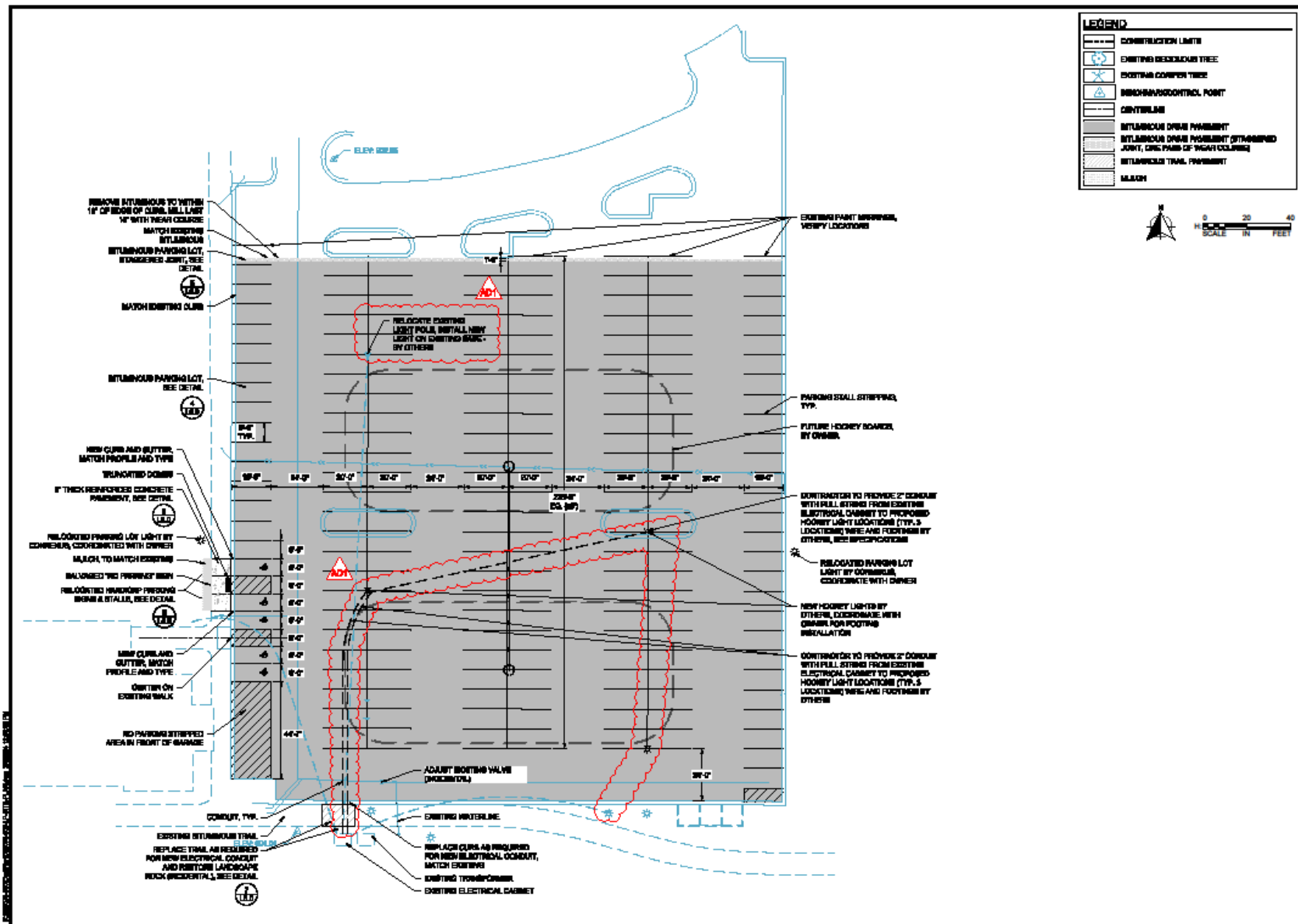
# Background

- ▶ The City Council and staff discussed the Lexington Athletic Complex Hockey Rinks at the September 25, 2023 Council workshop meeting.
- ▶ The consensus from that meeting was to move forward with the rink project.
- ▶ During the December 5, 2022 and December 18, 2023 Council meeting, Finance presented the preliminary Capital Improvement Program, which included \$350,000 for the Lexington Athletic Complex rink project.
- ▶ The Park Board reviewed the project at their September 26, 2023 meeting and recommended that the council proceeds with the project.
- ▶ Bid opening was March 19, 2024 at 2 pm. There were 8 bids ranging from \$224,466 to \$483,246. The low bid was Winberg Companies at \$224,466.
- ▶ As part of the \$350,000 budget there is some additional lighting and electrical work to light all three rinks. Quotes have been received for lights and electrical work. Staff will have the City Manager sign those contracts.
- ▶ Staff is requesting a 10% contingency on the Winberg bid bringing the total to \$246,913.





# Lexington Athletic Complex Rinks



wsb

SCALE: AS SHOWN  
PLAN BY: HW  
CHECK BY: HW

| REV | DESCRIPTION       |
|-----|-------------------|
| 1   | ISSUED FOR PERMIT |
| 2   | ISSUED FOR PERMIT |
| 3   | ISSUED FOR PERMIT |
| 4   | ISSUED FOR PERMIT |
| 5   | ISSUED FOR PERMIT |
| 6   | ISSUED FOR PERMIT |
| 7   | ISSUED FOR PERMIT |
| 8   | ISSUED FOR PERMIT |
| 9   | ISSUED FOR PERMIT |
| 10  | ISSUED FOR PERMIT |

LEXINGTON ATHLETIC COMPLEX  
HOCKEY RINKS  
CITY OF BLAINE, MN

LAYOUT PLAN

LEXINGTON ATHLETIC COMPLEX  
HOCKEY RINKS  
CITY OF BLAINE, MN

CLIENT PROJECT NO. 24-40  
WSB PROJECT NO. 08/25-09  
SHEET L3.0



# Staff Recommendation

- ▶ Staff is asking the council to adopt the resolution for the Lexington Athletic Complex rink project with Winberg Companies bringing the total amount to \$246,913.
- ▶ Questions.





# Lexington Athletic Complex Hockey Rinks – Rink Systems Quote

City of Blaine

Presented by: Jerome Krieger

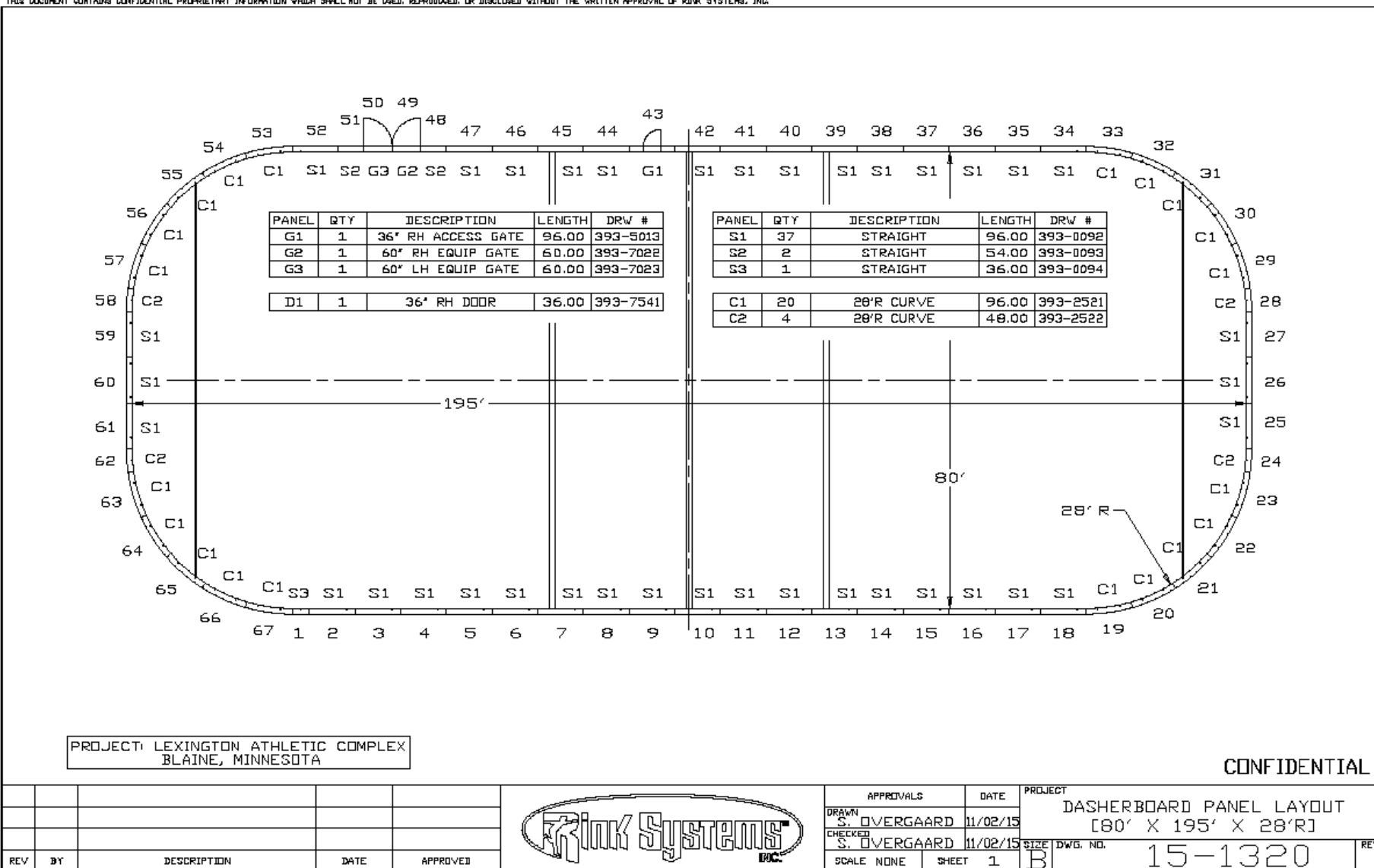
# Background

- ▶ The City Council and staff discussed the Lexington Athletic Complex rinks at the September 25, 2023 Council workshop meeting.
- ▶ The consensus from that meeting was to move forward with the rinks project.
- ▶ During the December 5, 2022 and December 18, 2023 Council meeting, Finance presented the preliminary Capital Improvement Program, which included \$150,000 for the project listed under Jim Peterson park.
- ▶ Staff was informed that the radius of the corners of the boards at LAC were too large for two smaller rinks. After discussion with Public Works the decision was made to put the full-size rink at Jim Peterson and the new boards would go to LAC.
- ▶ The Park Board reviewed the project at their September 26, 2023 meeting and recommended that the council proceeds with the project.
- ▶ The quoted cost for two 65' x 150' dasher board systems, netting, goals, gates and shipping is \$148,500 from Rink Systems. A quote from Becker Arena Products for a similar rink system was received at \$203,495.



# Example of Rink Layout

THIS DOCUMENT CONTAINS CONFIDENTIAL PROPRIETARY INFORMATION WHICH SHALL NOT BE USED, REPRODUCED, OR DISCLOSED WITHOUT THE WRITTEN APPROVAL OF RINK SYSTEMS, INC.



# Staff Recommendation

- ▶ Staff is asking the council to accept the quote from Rink Systems for the Lexington Athletic Complex in the amount not to exceed \$150,000.
- ▶ Questions.





February 9, 2024

Jerome Krieger  
City of Blaine  
10801 Town Square Dr NE  
Blaine, MN 55449

RE: Outdoor Dasher board Systems  
Lexington Athletic Complex

Dear Jerome,

Rink Systems, Inc. is pleased to provide the following dasherboard proposal.

**SCOPE OF WORK:**

Provide and deliver two 65' x 150' **Legacy Elite** dasher board systems custom designed per plans and specifications including, but not limited to the following:

**SOUTH RINK**

- ◆ 6" thick x 42" high structural aluminum framework
- ◆ 65' x 150' rink perimeters with 20' radius corners
- ◆ Two 36" wide access gates
- ◆ Two 12' wide double door equipment gates with extra outrigger support posts
- ◆ Players, penalty, and access gates to have heavy duty hinges and bar gate latch
- ◆ Equipment gate to have heavy duty hinges, slide bar, cane bolts, and adjustable casters
- ◆ 1/4" thick white UV stabilized fiberglass facing
- ◆ 1/4" thick x 8" wide white fiberglass kickplate
- ◆ 3/4" thick white UV stabilized polyethylene caprail
- ◆ 1" thick polyethylene threshold on access gate
- ◆ 2" thick steel or aluminum threshold on equipment gate
- ◆ 268 linear feet of 8' high black nylon mesh netting ends, radius corners, and one long side of rink. Includes 1-5/8" schedule 20 galvanized steel netting support post and all net mounting hardware.
- ◆ Galvanized steel "freeze-in" support plates and fasteners to attach to underside of dasher board framework.
- ◆ All necessary hardware to install dasher board system shall be galvanized, zinc plated or stainless steel.
- ◆ Includes shipping to project site
- ◆ Provide one pair of practice goals with netting
- ◆ One year warranty

### **NORTH RINK**

- ◆ 6" thick x 42" high structural aluminum framework
- ◆ 65' x 150' rink perimeters with 20' radius corners
- ◆ One 36" wide access gate
- ◆ One 12' wide double door equipment gate with extra outrigger support posts
- ◆ Players, penalty, and access gates to have heavy duty hinges and bar gate latch
- ◆ Equipment gate to have heavy duty hinges, slide bar, cane bolts, and adjustable casters
- ◆ 1/4" thick white UV stabilized fiberglass facing
- ◆ 1/4" thick x 8" wide white fiberglass kickplate
- ◆ 3/4" thick white UV stabilized polyethylene caprail
- ◆ 1" thick polyethylene threshold on access gate
- ◆ 2" thick steel or aluminum threshold on equipment gate
- ◆ 268 linear feet of 8' high black nylon mesh netting ends, radius corners, and one long side of rink. Includes 1-5/8" schedule 20 galvanized steel netting support post and all net mounting hardware.
- ◆ Galvanized steel "freeze-in" support plates and fasteners to attach to underside of dasher board framework.
- ◆ All necessary hardware to install dasher board system shall be galvanized, zinc plated or stainless steel.
- ◆ Includes shipping to project site
- ◆ Provide one pair of practice goals with netting
- ◆ One year warranty

**BASE BID (both rinks):**

**\$148,500.00**

Pricing does not include local taxes, permits or bonding. If you have any questions or need additional information, please call me at (800) 944-7930. I look forward to the opportunity of working with you on this project in the future. Thanks.

Best regards,  
Rink Systems, Inc.

*Stacey Overgaard*

Stacey Overgaard, P.E.  
President  
800-944-7930  
skate@rinksystems.com



March 26, 2024

Jerome Kreiger  
City of Blaine  
10801 Town Square Drive NE  
Blaine MN 55449

**QUOTATION: Blaine MN Lexington Athletic Complex 6A ODR**

Dear Jerome,

As the preferred supplier to the NHL®, Athletica Sport Systems Inc.®/Becker Arena Products we thank you for the opportunity to submit a quote to supply two CrystaPlex® Series 6A Aluminum Prefabricated Seasonal Outdoor Dasher Board Systems. Installation and assembly by others.

Summary of material scope (per rink), supplied by Becker Arena Products will include:

**Two - CrystaPlex Series 6A Aluminum Dasher System – 150' x 65' x 20' radius corners.**

**FRAME**

- Frames to be structural aluminum and 41" high. Typical 96" length for straights and 88" for curved panels.
- Frames to be constructed with opposing 'C' channel base.
- New Seasonal aluminum Freeze-in plates supplied Becker Arena Products. Two per frame section
- 2 player gates 36" wide.
- 3 general access gates, 36' wide.
- 2 double leaf gate 144" wide for the straight end of the rink.
- All necessary hardware for installation.

**BOARD CLADDING**

- .500" thick CrystaPlex® Stay-White UV Stabilized polyethylene board facing.
- .500" thick x 8" high, UV stabilized polyethylene, standard overlayed white kick plate.
- .750" thick Cap Rail, (Black, Blue, Red) UV stabilized polyethylene

**Containment Netting**

- 242 lineal feet (121' per end zone) of Black nylon containment netting, 8' in height
- 8' Galvanized steel supports, end zone and radius only

**Goal Frames**

- 2 pair of Crystaplex 400 Community goal frames
- 6'x4'x40" Red

**TOTAL PRICE (material, freight)**

Accept \_\_\_\_\_

**\$ 203,495.00**

**ITEMS NOT INCLUDED IN BASE BID**

- Sales Tax
- Special Insurance Requirements
- Any additional and/or special insurance requirements not covered by this Certificate of Liability Insurance beyond this point will require negotiation.
- OCIP/CCIP Enrollment Fees
- Any Applicable Permit and/or License Fees

**Material Price Escalation and De-Escalation Clause**

Athletica Sport Systems Inc.®/Becker Arena Products shall perform the work described in its proposal at the price quoted, subject to the following adjustment: In the event that the price of any material(s) to be used in Athletica Sport Systems Inc.®/Becker Arena Products production of the product increase or decrease by 3% percent or greater from the price used for that material(s) at the time the quote was signed, then the price for the material(s) in the contract between Athletica Sport Systems Inc.®/Becker Arena Products customer shall be increased or decreased to reflect the additional or reduced cost to obtain that material or materials. Customer agrees that Athletica Sport Systems Inc.®/Becker Arena Products shall be entitled to an adjustment to the contract price to reflect any price increases of material(s) that occur because of Athletica Sport Systems Inc.®/Becker Arena Products incurring additional costs when it orders material(s).

**FOB: Destination**

**Unload in Parking Lot (Loading Dock not available)**

Prices firm for 30 days

**Payment Terms: All payment terms based on Credit Approval (O.A.C)**

50% with placement of signed quotation or purchase order

50% upon date of shipment

***Please Note: When a contractor's payment and performance bond has been issued to the owner, a copy must accompany all contracts, signed quotes or purchase orders.***

By: \_\_\_\_\_  
Dan Mehren – Regional Sales Manager

**If you require any additional information, please contact Dan Mehren at 952-207-4062 or in the corporate office or via email at dan.mehren@beckerarena.com.**

Notwithstanding the foregoing, should Becker Arena Products be delayed in the commencement, prosecution, or completion of the work by any cause beyond Becker Arena Products control and not due to any fault, neglect, act or omission on its part, then Becker Arena Products shall be entitled to an extension of time as agreed upon by the parties hereto in writing and shall not be held liable for any liquidated damages for any delays caused by either the owner or general contractor.

This bid is subject to Becker Arena Products standard terms and conditions and Limited warranty and may be withdrawn without penalty at any time before contract execution. If accepted, sign and return one copy, and retain a duplicate for your files. When approved by one of our officers and returned, it becomes a binding contract. This quotation is subject to change, withdrawal, or cancellation until accepted by you. If we have not received your acceptance within 60 days from the date hereof, this quotation shall automatically expire. Becker Arena Products retains a security interest in all the products covered in this agreement until all sales terms have been met. In addition, the purchaser agrees to sign any additional documents for Becker Arena Products to perfect its security interest in the products.

**The above proposal is accepted:**

*(Please make sure you indicated either an accept or decline in the options listed above as well as your completion date and color of kick plate and sill cover in the box provided above. Thank you.):*

\_\_\_\_\_  
**President/Owner/General Manager**

\_\_\_\_\_  
**Becker Arena Products**

\_\_\_\_\_  
**Name of Signee (please print)**

\_\_\_\_\_  
**Name of Signee (please print)**

**Date** \_\_\_\_\_  
you.

**Date** \_\_\_\_\_

**BECKER ARENA PRODUCTS INC. STANDARD TERMS AND CONDITIONS OF SALE - EFFECTIVE JANUARY 2021**

**1. Definitions.** In these terms "Seller" means the seller of the Goods as defined herein; "Buyer" means the entity purchasing the Goods, including any successors thereof; "Goods" means the goods, products and materials manufactured, imported, supplied and/or delivered for or by Seller to Buyer, as such were approved by Seller in reply to Buyer's order and accordingly listed in the Approval of Order; "Approval of Order", in respect of any Buyer's order, means the instrument issued by Seller, bearing the same reference number of such order and specifying, *among any other terms*, the items of Goods, including their respective price and quantity, which shall be supplied to Buyer upon such order; "Contract" means the contract for the supply of Goods which have been ordered by Buyer and specified in Seller's Approval of Order, which contract is concluded based on these Terms and Conditions of Sale unless otherwise specified in the Approval of Order.

**2. Payment.** Payment for Goods shall be due on or prior to the delivery date of Goods and no discount may be taken. Payments received after the due date thereof shall bear a service charge from their due date, at the maximum lawful interest rate applicable, and if none – at the annual rate of 5% above the base rate from time to time of the central bank of the place of Buyer's incorporation. All payments shall be made to Seller's designated bank account in the same currency and for the same amounts as specified in the Approval of Order.

**3. Prices, Duties and Taxes.** Prices specified in the Approval of Order are net, excluding packaging, and shall be deemed Ex-works (Incoterms 2000 as amended). Prices are based, *inter alia*, on production costs for supplies, labor, deliveries, duties, and services current on the order date. In the event of material increase in any such costs, Seller reserves the right either to adjust the prices for Goods accordingly, or to cancel any certain part of the sales relating to undelivered Goods. Duties, taxes, fees, levies and other compulsory payments applicable to the sale of Goods any time, as well as freight, express, insurance and delivery charges, shall all be borne and paid in full by Buyer, unless otherwise expressly stipulated.

**4. Delivery.** Delivery dates noted on the Approval of Order are estimates only, and are not guaranteed, and are all subject to adjustment as determined by the Seller acting reasonably. The acceptance of shipment by a common carrier or by any licensed public truckman shall constitute proper delivery. Risk associated with the Goods shall pass to Buyer on delivery or with the passing of title in the Goods, whichever occurs first; provided however, that where delivery is delayed due to circumstances caused by or within the responsibility of Buyer, risk of loss shall pass to Buyer upon Seller's notification that Goods are ready for dispatch.

**5. Retention of Title.** Title shall pass to Buyer only upon full payment by Buyer for the Goods and following payment of any other outstanding debt by Buyer to Seller. Buyer shall, at Seller's request, take any measures necessary under applicable law to protect Seller's title in the Goods, and lawfully notify Buyer's present or potential creditors of Seller's title on and interest in the Goods. Buyer acknowledges that so long as title has not been transferred in the Goods, it holds the Goods as bailee and fiduciary agent for the Seller and shall safely and securely store and keep the Goods separate and in good condition, clearly showing the Seller's ownership of the Goods and shall respectively record the Seller's ownership of the Goods in its books. Notwithstanding the above, Buyer may use Goods for its own use, or sell Goods, as fiduciary agent for the Seller, to a third party in the normal course of business by bona fide sale at market value, whereby proceeds of such usage or sale of Goods, as the case may be, shall, to the extent of the amount being owed by Buyer to Seller at the time of receipt of such proceeds, be held by Buyer on trust for Seller and specifically ascertained, until payment in full for all payable debts by Buyer to Seller.

**6. Warranty.**

a) If applicable, Seller warrants that Goods as set out in the warranty applicable thereto given by Seller to Buyer, subject always to the terms and conditions thereof, and subject to use, storage and application thereof in accordance with and based on Seller's standard tolerances, instructions of use and recommendations. b) Unless otherwise restricted by mandatory applicable law, THE WARRANTY SET FORTH HEREIN IS EXPRESSLY IN LIEU OF ALL OTHER WARRANTIES, WHETHER EXPRESSED OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ANY AND ALL WARRANTIES OF MERCHANTABILITY, QUALITY AND FITNESS FOR USE AND FOR PURPOSE, ANY ADVICE AND RECOMMENDATION AND ANY OBLIGATIONS OR LIABILITIES WHICH MAY BE IMPUTED TO SELLER, ANY AND ALL OF WHICH ARE HEREBY EXPRESSLY DISCLAIMED, DENIED AND EXCLUDED. BUYER EXPRESSLY AGREES THAT NO WARRANTY THAT IS NOT SPECIFICALLY STATED IN THIS AGREEMENT WILL BE CLAIMED OR OTHERWISE ADHERED TO BY BUYER AND/OR BY ANYONE ACTING ON BUYER'S BEHALF AND/OR BY ANYONE DERIVING THE LEGALITY OF ITS CLAIM FROM BUYER, NOR THAT WILL ANY SUCH WARRANTY BE VALID. SELLER NEITHER ASSUMES NOR AUTHORIZES ANY OTHER PERSON TO ASSUME FOR IT, ANY OTHER LIABILITY IN CONNECTION WITH THE SALE, USE OR HANDLING OF ANY AND ALL GOODS SPECIFIED OR CONTEMPLATED BY THIS CONTRACT. NO WARRANTY IS MADE WITH RESPECT TO ANY OF THESE GOODS WHICH HAVE BEEN SUBJECT TO ACCIDENT, NEGLIGENCE, ALTERATION, IMPROPER CARE, IMPROPER STORAGE, IMPROPER MAINTENANCE, ABUSE OR MISUSE.

**7. [Reserved.]**

**8. Default.** Upon failure of Buyer to pay any amounts due to Seller, or in the event of any breach or anticipated breach by Buyer of any Contract with Seller, or if Buyer shall either (i) become insolvent, (ii) call a meeting of its creditors, or (iii) make any assignment for the benefit of creditors, or if (iv) a bankruptcy, insolvency, reorganization, receivership or reorganization proceeding shall be commenced by or against Buyer, then, in each such occasion, Seller may, at its sole discretion, opt to (1) cancel this and any other Contract with Buyer (without waiving any of Seller's rights to pursue any remedy against Buyer); (2) claim return of any Goods in the possession of Buyer, the title of which has not passed to Buyer, and enter Buyer's premises (or the premises of any associated company or agent where such Goods are located), without liability for trespass or any alleged damage, to retake possession of such Goods; (3) defer any shipment hereunder; (4) declare forthwith due and payable all outstanding bills of Buyer under this or any Contract; and/or (5) sell all or part of the undelivered Goods, without notice at public and/or on private sale, while Buyer shall be responsible for all costs and expenses of such sale and be liable to Seller for any shortfall in the discharge of the amounts due to Seller. **9. Independent Delivery.** Each delivery of Goods shall (without prejudice to Seller's rights under clause 8 hereinabove) be considered a separate contract and the failure of any delivery shall not vitiate any contract as to deliveries of other Goods and payment therefor.

**10. Cancellation.** Orders manufactured in whole or in part, pursuant to Buyer's specifications, may not be cancelled except with Seller's prior written consent, on terms which will compensate Seller for any resulting losses.

**11. No-Assignment.** No rights or obligations of Buyer arising out of this Contract may be assigned without the express prior written consent of Seller.

**12. Force Majeure.** Should Seller be prevented from effecting deliveries of the Goods or any of them by reason of either an act of god, insurrection, riot, war hostilities, terror attacks, warlike operations, piracy, arrests, restraints or detentions by any competent authority, strikes or combinations or lock-out of workmen, fire, floods, droughts, earthquakes, permanent or temporary delay or inability to obtain labor, material or services through Seller's usual and regular sources, or any other circumstances (whether of a nature similar to those specified, or not) beyond the absolute control of the Seller, then, in each such cases, the obligation of the Seller to effect deliveries hereunder shall be suspended until after such prevention shall cease to continue. Should any deliveries under this Contract be suspended under this clause for more than 90 days – either party may withdraw from this Contract and be relieved from any liability; provided however, that Buyer shall nevertheless accept delivery and pay for such Goods once the Seller is able to deliver in accordance with the period(s) of shipment named in this Contract. Seller shall not be liable for, and be relieved from, any loss or damages of any kind resulting from the causes mentioned hereinabove.

**13. Advice.** Any provisions specified or implied by herein or elsewhere notwithstanding, any advice, recommendation, information, assistance or service provided by Seller in relation to the Goods or in respect of their use or application is given in good faith, shall be deemed accepted by Buyer without imputation of any liability to Seller, and it shall be the responsibility of Buyer to confirm the accuracy and reliability of the same in light of the use of which Buyer makes or intends to make of the Goods.

**14. Entire Agreement.** This Contract merges the entire terms and conditions for sale of the Goods. In the event of any conflict between the terms herein and any provisions included in the Approval of Order, the latter shall govern and prevail. Subject to the foregoing, nothing specified in, or referred to by, any other document, record or instrument whatsoever, which relates to and/or which otherwise subsists in connection with the sale of Goods herein, whether expressly or impliedly, including any written order, request or other standard or specific terms of any entity, shall or may be interpreted to attribute to Seller and/or to Seller's affiliates or representatives (i) any liability, obligation, commitment and/or undertaking, and/or (ii) any waiver in connection with or of any right, whether contractual, proprietary, in-person am and/or equitable, including but not limited to, any and all intellectual property rights in connection with the Goods, which are and shall always remain in the Seller's exclusive and complete ownership under all circumstances whatsoever, notwithstanding any sale of Goods hereunder and whether the Goods shall be standard Goods or manufactured to a specific order. No modification or waiver of any provision hereof shall become valid and effective except upon a written instrument duly signed beforehand by Seller. No waiver by either party of any default of the other party shall be deemed a waiver of any subsequent or other default. If any provision of this Contract becomes or is declared by a court of competent jurisdiction to be illegal, unenforceable, or void, the balance of this Contract shall continue in full force and effect without the provision.

**15. Governing Law.** This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota. All proceedings related to this Agreement shall be venued in Dakota County, Minnesota.

**16. Dasher Board Systems**

1. Seller may choose whether or not to produce the rink according to its production schedule. If they produce the rink on schedule, it will be stored at Becker Arena Product's location of business and storage fees will be charged to the Purchaser at the rate of US \$300 per week. All payments will be due according to the terms from the original ship date. If the Seller chooses to delay production to coincide with the new ship date, no storage fees will apply, and payment will be due according to the terms from the original ship date. If contract terms are paid in full prior to shipping, the time will start from the original ship date and not the adjusted ship date.
2. A new shipping installation date will be coordinated with Seller's installation department and confirmed with the Purchaser. The Seller will reschedule the installation for the next available date according to the Seller's installation schedule. In some cases, the site delay may cause additional charges. This includes, but is not limited to, wages, remobilization, and equipment rental, to be paid by the Purchaser.
3. If the Purchaser's site is not ready when the Seller's installation crew arrives, additional costs will be charged to the Purchaser. This includes, but is not limited to wages, travel, lodging, meals, equipment rental and changes in Becker Arena Product's installation schedule.

**17. General Site Requirements.**

The following criteria must be met, or extra charges may apply, and delays will be incurred, if the site is not in compliance when Seller is ready to deliver and install the goods:

1. Concrete and Floor Work: All concrete work is to be completed and allowed to cure, according to job specifications and/or refrigeration contractors requirements, before the date installation is scheduled to begin.
2. The levelness of the perimeter concrete, where the rink is to be installed, must be within 1/8" of levelness for every 10' in length and no more than 1/4" difference in height over the length and width of the perimeter surface.
3. For sand floors, the first 6" from the front of the curb, where the rink is to be installed, must be within 1/16" of flatness from the inside edge outward and meet the levelness and flatness conditions specified above, Sand floors are not to be final graded prior to dasher board installation.
4. Expansion joints, which are to be covered completely by the rink, are to be within 1/2" of straightness from end to end and side to side. The distance from side to side and end to end of the outside edge of the expansion joint is to be within 1/2" of the required dimension for the frame to cover it.
5. If, upon arrival, the perimeter concrete is inspected and does not meet the specifications for levelness, flatness, straightness and size, the following will occur:
6. Seller's Representative will determine if rink can be shimmed or adjusted/cut to achieve desired levelness, fit and/or expansion joint coverage while maintaining the structural integrity of the rink. If so, the additional time and materials to do this will be paid by the Purchaser. A change order must be filled out by the Seller's Representative and signed by the Purchaser before any work commences.
7. If the rink cannot be shimmed or adjusted to the desired levelness and/or coverage while maintaining the structural integrity of the rink, the Purchaser will be responsible for fixing the surface to meet specifications. All associated costs for this are the sole responsibility of the Purchaser.
8. The Seller will accept contracts that are retrofit projects with the understanding that the condition of the underlying perimeter concrete work meets the specifications stated above. If, after removal of the existing rink, the concrete does not meet these conditions, points "1" and "2" from above will apply.



# City of Blaine Staff Report

File Number: RES 24-74

| Agenda Date   | Status     |
|---------------|------------|
| April 1, 2024 |            |
| In Control    | File Type  |
| City Council  | Resolution |

**Administration** - Nick Fleischhacker, Public Works Director

## Agenda Item # 11.3

Resolution Authorizing the Mayor and City Manager to Enter into a Contract with Bolton & Menk, Inc. for the Lead Service Line Inventory Project, Improvement Project No. 24-20 and Corresponding Budget Amendments

## Executive Summary

Council is requested to approve a contract for the Lead Service Line Inventory Project, Improvement Project No. 24-20 and corresponding budget amendments

## Background

The Environmental Protection Agency (EPA) has mandated all Community Water Systems (CWS) to inventory and identify the material type of all water service lines going from the public water main into buildings and homes in order to identify if any lead water service lines are present. The end goal is to have all lead water service lines removed from water systems nationwide because there is no safe level of lead exposure. Lead was a common water pipe prior to 1940 and lead solder was common up to the ban in 1985. The City of Blaine currently has 22,009 water service lines with approximately 7,500 water services that were constructed prior to the lead ban of 1985.

The city is required to complete an inventory of materials used on all the water services constructed prior to 1985 and submit the inventory to the Minnesota Department of Health (MDH) who will then submit all inventories from communities in Minnesota to the EPA. The deadline for submission to the EPA is October 16th, 2024. The deadline for the city's submission to the Minnesota Department of Health (MDH) is August 16th, 2024. The results of this survey will dictate if there is any following work. After this inventory is complete, any lead or galvanized service pipes from the water main to the water meter will be required to be replaced. Currently, there is funding available from Minnesota state revolving funds and federal grants to assist with replacement.

The materials used for the water service line pipes will need to be verified from the water main to the curb stop and from the curb stop into the house or building. A combination of reviewing record plans

from previous city utility projects, field excavation and visual observation, and property owner self reporting will be required to complete the inventory, The City of Blaine has started the inventory process by sending out postcards, adding information to the City's newsletter, and posting on social media requesting that property owners visit a website where they can answer a few brief questions about their water service and submit a picture of the pipe at the water meter for material verification. While it is hoped that a significant number of water service lines can be verified this way, there is still a large amount of time and work that will be required beyond what city staff can provide. The city requested letters of proposal from three consultant engineers in the city's engineering pool (Short Elliott Hendrickson, Bolton & Menk, Inc. and Barr Engineering) to aid city staff in completing the required inventory by the deadline. Barr Engineering and Short Elliott Hendrickson declined to submit proposals due to staffing levels with commitments to other communities currently engaged in lead service line inventories.

The attached proposal details the scope of work and estimates the fees to prepare the inventory. Bolton & Menk is in the council-approved engineer consultant pool and has the knowledge and expertise to successfully assist the City through the mandated inventory process. Staff has reviewed this proposal and determined that the fees are justified and reasonable.

Staff intends on utilizing a phased approach to the deliverables as described. The records discovery phase is anticipated to provide savings in the latter phases (visual inspection). The EPA requires two congruent identification measures to consider the line positively identified. Records review (phase 1) is the least disruptive to customers and has the potential to move the highest percentage of services off the visual inspections list. Subsequent future phase costs could be reduced depending on the outcome of record review. Additionally, staff will continue to pursue other methods for completing the inventory, while monitoring any changes to EPA requirements and deadlines. The city's not committed to spending the full amount of the contract or any specific minimum amount.

### Strategic Plan Relationship

This action relates directly to Strategic Plan #3 - Infrastructure Management.

### Board/Commission Review

Not required.

### Financial Impact

The project will be funded by Water Division Operation funds. The low utilization of chemicals at water treatment plant 4 will help fund this contract in addition to the planned \$100,000 dollar budgeted amount. The staff recommended budget amendment to reallocate \$199,871 from water treatment chemicals to contractual services is identified in the resolution below.

### Public Outreach/Input

Not required.

### Staff Recommendation

By resolution, authorize the Mayor and City Manager to enter into a contract with Bolton & Menk for the amount of \$272,610.00 for the Lead Service Line Inventory Project, Improvement Project No. 24-20 in accordance with their proposal dated February 22, 2024. In addition, authorize a 10% contingency to bring the total project budget to \$299,871.00 and authorize the Director of Public Works to sign all change orders up to the authorized project budget amount.

### Attachment List

1. Blaine Lead Service Line Inventory Assistance Agreement



# City of Blaine

## Signature Copy

Resolution: RES 24-74

**Resolution Authorizing the Mayor and City Manager to Enter into a Contract with Bolton & Menk, Inc. for the Lead Service Line Inventory Project, Improvement Project No. 24-20 and Corresponding Budget Amendments**

**WHEREAS**, the City of Blaine is mandated by the EPA and MDH to investigate service line types; and

**WHEREAS**, the City of Blaine staff require assistance to complete this task; and

**WHEREAS**, the City of Blaine intends on entering into a contract with Bolton Menk;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Blaine shall enter into a contract with Bolton and Menk.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the City Council of the City of Blaine, to approve the following expenditure decrease for the 2024 budget:

| Fund/Account                                                     | Amount    |
|------------------------------------------------------------------|-----------|
| Water, Source and Storage, Chemicals<br>601.50.530.537.5510-4208 | \$199,871 |

**BE IT FURTHER RESOLVED** the following expenditure increase for the 2024 budget:

| Fund/Account                                                       | Amount    |
|--------------------------------------------------------------------|-----------|
| Water, Distribution, Other Contractual<br>601.50.530.537.5511-4399 | \$199,871 |

**PASSED by the City Council of the City of Blaine this 1st day of April 2024.**





Real People. Real Solutions.

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

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

February 22, 2024

Kristian Gaasland  
Water Department Supervisor  
City of Blaine  
10801 Town Square Drive NE  
Blaine, MN 55449

RE: Proposal for **Lead Service Line Inventory**  
City of Blaine, MN

Mr. Gaasland:

As requested, Bolton & Menk has prepared the following proposal for consideration by Blaine City Council.

### Project Understanding

The scope of work detailed herein, and the associated fees represent our understanding of the RFP submitted on February 9<sup>th</sup>. Furthermore, the following information provided by the City was used to develop this proposal.

- Total number of water services is 22,009 with an approximate 7,500 services constructed prior to the lead ban of 1985.
- Split ownership between the city and property owner.
- Digital as-built records are provided for the public side inventory.
- City staff is reviewing as-builts to determine what information has service material type identified.
- There is no information available on the private side.
- Approximately 600 service inspections have been verified by City staff during maintenance repairs and online survey submittals.
- The City has an ArcGIS account, in which the lead service solution has been deployed.
- ArcGIS Survey 123 has been setup for residents to provide survey data.
- Mailers regarding the survey have been sent out to residents.

Bolton & Menk has collaborated with the City of Blaine through multiple street and utility improvement projects. Through these projects, we have built relationships with residents in the community. Through past experience on projects, working with city officials, and an existing presence in the community, we feel we are best positioned to assist the City of Blaine in completing their lead service inventory. Our proposed scope of work outlines the various tasks needed in completing the inventory.

## Scope of Work

### Task 1: Project Coordination

The proposed process to complete the inventory will require coordination via meetings with multiple parties. Below is a list of meetings budgeted for this project.

- Four meetings with city staff
  - Consisting of a kick-off meeting and periodic progress meetings.
- Three meetings with MDH staff
  - We have established a working relationship with MDH staff due to the number of community inventories we plan to complete. Through that relationship, we have built a process for completing the inventories complying with MDH requirements. The number of meetings with MDH staff may be reduced.
- Meetings with an excavation contractor
  - The number and intent of the contractor meetings should be discussed at the kickoff meeting to determine if excavation efforts are necessary at this time. Based on discussion with MDH, a more formal plan can be established.

### Task 2: Record Review

The City of Blaine has experienced a significant amount of growth since 1985. After June 1, 1985, lead water service installations were banned nationwide. Galvanized steel was also not in use as a new plumbing material at that time. Similarly, neither lead nor galvanized steel would be used for services greater than two inches in diameter. Bolton & Menk GIS staff will evaluate county parcel data and automatically eliminate homes that were constructed after the 1985 lead ban. This data will be used on the private side of the service.

The City of Blaine is fortunate to have been upgrading its infrastructure and keeping accurate records of those improvements. It is our understanding that city staff will provide digital record as-builts containing information to the public side. Additionally, city staff are currently reviewing these records and determining which as-builts possess useful information to comply with inventory documentation requirements. Bolton & Menk staff will review the record drawings provided by the city and populate the data into the current Lead Service Line Solution through ESRI ArcGIS. Record drawings will be attached to the information, providing the necessary documentation requirements.

To improve the record review process, we will deploy customized tools to make batch edits and batch attachments. This will eliminate the need to manually enter data for each service connection.

### Task 3: Community Outreach

The City of Blaine has deployed Survey 123 through ArcGIS as a way to collect customer material surveys. Bolton & Menk GIS staff is familiar with this application and is utilizing it for other communities. It is our understanding that a newsletter has been sent out to residents with a survey link. Due to the limited amount of time, and the large number of private inventories that need to be completed, it is recommended to send out two additional newsletters to properties established prior to 1985.

Bolton & Menk will provide templated newsletters to send out to residents. These newsletters will train property owners on how to complete the inspection and enter data, including photo documentation of the service line inside the home. This data will directly populate the City's GIS data management system. The data entered will be reviewed by a member of the project team to verify compliance with the documentation standards required. The specifics of this public engagement process will be tailored to

the remaining properties yet to be inventoried. Bolton & Menk communication staff will help support a social media initiative to encourage more survey participation.

#### **Task 4: Visual Inspection (Up to 1,000)**

The last method to completing the inventory is visual inspection. This step will require the highest cost on a per service basis, due to performing work onsite and coordinating schedules with property owners. This process is recommended to begin as soon as work is authorized to ensure the ability to complete 1,000 visual inspections. While these inspections are being conducted, community outreach will continue. To streamline the process, the Bolton & Menk team proposes to use ArcGIS Survey 123, Workforce, and Field Maps to coordinate the scheduling and execution of visual inspections. These applications can allow Bolton & Menk and city staff to complete visual inspections simultaneously.

The completion of visual inspections beyond 1,000 will depend on many variables including community participation and staff availability.

#### **Task 5: Submittal Process**

Finally, after all inventory efforts have been completed and data entered into the GIS database, the GIS data will be submitted to MDH for approval. MDH will then submit to the EPA prior to the compliance date of 10/16/2024.

#### **Future Requirements**

Based on current rules, Public Water Systems are required to notify any resident being served by a known lead, galvanized, or unknown service within 30 days of completing the inventory. It is anticipated that the city will also be required to formulate its replacement plan for lead, galvanized, and unknown services following submittal. This work is not included in the scope and fee. We can provide a separate proposal for this work once the inventory work has been completed.

### **Proposed Fee**

The following table summarizes the cost breakdown for each task. A detailed summary of our estimated hours and hourly rates is attached to this proposal.

| Estimated Fees |                                                   |                  |
|----------------|---------------------------------------------------|------------------|
| Task           | Description                                       | Amount           |
| 1              | Project Coordination                              | \$17,085         |
| 2              | Record Review                                     | \$110,865        |
| 3              | Community Outreach                                | \$22,660         |
| 4              | Visual Inspection (up to 1,000)                   | \$102,600        |
| 5              | Submittal Process                                 | \$9,400          |
|                | Print & Postage Reimbursement                     | \$10,000         |
|                | <b>Total Estimated Fee</b>                        | <b>\$272,610</b> |
|                | <b>Price Per Visual Inspection (Beyond 1,000)</b> | <b>\$160</b>     |

Tasks 1 through 5 shall be Hourly Not to Exceed, subject only to adjustments for a change in scope of services performed and agreed upon in writing by the City and the Consultant. As requested, we have

provided a price per visual inspection beyond 1,000. This unit price is challenging to calculate due to the number of unknown variables and is not a perfect science. We recognize this and are willing to work with the city once more variables are defined.

## Proposed Project Schedule

A proposed project schedule is below. This schedule is based on the City of Blaine accepting the proposal on March 4, 2024

| Proposed Project Schedule                                             |                        |
|-----------------------------------------------------------------------|------------------------|
| Council approves consultant contract                                  | March 4, 2024          |
| Kick off meeting                                                      | March 2024             |
| Community Outreach Newsletter 1                                       | March 2024             |
| Records Review                                                        | March - May 2024       |
| MDH Meeting                                                           | April 2024             |
| Progress Meeting                                                      | April 2024             |
| Visual Inspections                                                    | April - September 2024 |
| Community Outreach Newsletter 2                                       | May 2024               |
| Progress Meeting                                                      | May 2024               |
| MDH Meeting                                                           | June 2024              |
| Progress Meeting                                                      | August 2024            |
| *Coordination meetings with excavation contractor as needed (up to 4) | March – August 2024    |
| Submit Inventory to MDH                                               | September 2024         |

## 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 and look forward to working with you on this project. If you have any questions regarding this proposal, please contact Ben at 507-236-6357.

### Bolton & Menk, Inc.



**Benjamin Rosol, P.E.**

Project Manager



**Seth A. Peterson, P.E. (MN, WI)**

Senior Principal Environmental Engineer

### City of Blaine

By: \_\_\_\_\_

Printed Name: Tim Sanders

Title: Mayor

Date: \_\_\_\_\_

By: \_\_\_\_\_

Printed Name: Michelle Wolfe

Title: City Manager

Date: \_\_\_\_\_

| Fee Schedule - Lead Service Line Inventory      |                                                 |                                        |          |                        |                |                  |            |                              |                        |                     |
|-------------------------------------------------|-------------------------------------------------|----------------------------------------|----------|------------------------|----------------|------------------|------------|------------------------------|------------------------|---------------------|
| Task No.                                        | Work Task Description                           | Principal Engineer/<br>Project Manager | Clerical | GIS Project<br>Manager | GIS Technician | Project Engineer | Technician | Communications<br>Specialist | Total Hours            | Total<br>Cost       |
| <b>Task 1 - Project Coordination</b>            |                                                 |                                        |          |                        |                |                  |            |                              |                        |                     |
| 1.1                                             | Kickoff Meeting                                 | 3                                      | 2        | 3                      |                | 3                |            |                              | 11                     | \$1,905.00          |
| 1.2                                             | Client Meetings (3 meetings)                    | 12                                     | 6        | 6                      |                |                  |            | 6                            | 30                     | \$5,220.00          |
| 1.3                                             | MDH Meetings (3 meetings)                       | 12                                     |          |                        |                | 4                |            |                              | 16                     | \$3,240.00          |
| 1.4                                             | Excavation Contractor Coordination (4 meetings) | 8                                      |          | 8                      | 8              | 8                |            | 8                            | 40                     | \$6,720.00          |
|                                                 |                                                 |                                        |          |                        |                |                  |            |                              | <b>Task 1 Subtotal</b> | <b>\$17,085.00</b>  |
| <b>Task 2 - Record Review</b>                   |                                                 |                                        |          |                        |                |                  |            |                              |                        |                     |
| 2.1                                             | Inventory Solution Customization                |                                        |          | 5                      | 25             |                  |            |                              | 30                     | \$4,375.00          |
| 2.2                                             | Review County Parcel Data                       |                                        |          | 4                      | 6              |                  |            |                              | 10                     | \$1,540.00          |
| 2.3                                             | Review Construction Plans & Record Drawings     | 60                                     |          | 20                     | 20             | 275              | 275        |                              | 650                    | \$100,325.00        |
| 2.4                                             | Review Water Distribution Maps                  | 10                                     |          |                        |                | 15               |            |                              | 25                     | \$4,625.00          |
|                                                 |                                                 |                                        |          |                        |                |                  |            |                              | <b>Task 2 Subtotal</b> | <b>\$110,865.00</b> |
| <b>Task 3 - Community Outreach</b>              |                                                 |                                        |          |                        |                |                  |            |                              |                        |                     |
| 3.1                                             | Mailed Flyer (2 Targeted Flyers)                | 8                                      | 8        |                        |                |                  |            | 16                           | 32                     | \$5,000.00          |
| 3.2                                             | Social Media Support                            | 12                                     |          |                        |                |                  |            | 24                           | 36                     | \$6,060.00          |
| 3.3                                             | Review Resident Submittals / Update Database    | 10                                     |          |                        |                | 10               | 60         |                              | 80                     | \$11,600.00         |
|                                                 |                                                 |                                        |          |                        |                |                  |            |                              | <b>Task 3 Subtotal</b> | <b>\$22,660.00</b>  |
| <b>Task 4 - Visual Inspections (Up to 1000)</b> |                                                 |                                        |          |                        |                |                  |            |                              |                        |                     |
| 4.1                                             | Workforce Application Set up & Coordination     | 5                                      |          | 10                     | 30             | 5                |            |                              | 50                     | \$7,850.00          |
| 4.2                                             | Visual Inspections                              | 100                                    |          |                        |                | 50               | 500        |                              | 650                    | \$94,750.00         |
|                                                 |                                                 |                                        |          |                        |                |                  |            |                              | <b>Task 4 Subtotal</b> | <b>\$102,600.00</b> |
| <b>Task 5 - Submittal Process</b>               |                                                 |                                        |          |                        |                |                  |            |                              |                        |                     |
| 5.1                                             | Inventory Review                                | 12                                     | 8        |                        | 8              | 8                |            |                              | 36                     | \$5,980.00          |
| 5.2                                             | LSL Inventory Submittal                         | 8                                      | 4        |                        | 4              | 4                |            |                              | 20                     | \$3,420.00          |
|                                                 |                                                 |                                        |          |                        |                |                  |            |                              | <b>Task 5 Subtotal</b> | <b>\$9,400.00</b>   |

|             |             |            |            |             |             |              |            |              |
|-------------|-------------|------------|------------|-------------|-------------|--------------|------------|--------------|
| Total Hours | 260         | 28         | 56         | 101         | 382         | 835          | 54         | 1716         |
| Hourly Rate | \$215.00    | \$120.00   | \$175.00   | \$140.00    | \$165.00    | \$130.00     | \$145.00   |              |
| Total Cost  | \$55,900.00 | \$3,360.00 | \$9,800.00 | \$14,140.00 | \$63,030.00 | \$108,550.00 | \$7,830.00 | \$262,610.00 |

|                               |             |
|-------------------------------|-------------|
| Print & Postage Reimbursement | \$10,000.00 |
|-------------------------------|-------------|

|                             |              |
|-----------------------------|--------------|
| Total Cost + Reimbursements | \$272,610.00 |
|-----------------------------|--------------|

|                                           |          |
|-------------------------------------------|----------|
| Price Per Visual Inspection (Beyond 1000) | \$160.00 |
|-------------------------------------------|----------|



# City of Blaine

## Staff Report

File Number: ORD 24-2548

| Agenda Date   | Status    |
|---------------|-----------|
| April 1, 2024 |           |
| In Control    | File Type |
| City Council  | Ordinance |

**Administration** - Nick Fleischhacker, Public Works Director

### Agenda Item # 11.4

First Reading  
Amend Sec. 86-7. Lawn Sprinkler Restrictions.

### Executive Summary

Council is asked to consider a proposed code amendment to better address lawn sprinkler violations.

### Background

Based on last year's lawn sprinkling violations, Staff determined that a more effective mechanism is required in order to gain compliance with watering restrictions. The proposed change will also help recover the costs of having our staff performing early morning inspections and numerous followup visits to gain compliance.

This updated language will require late payment fees as well as the ability to have late payments certified onto property taxes.

In 2023, staff cited nearly 850 violations with 68 repeat violations. Of the repeat violations, 49 were paid.

This new ordinance language will increase fines when repeated violations are cited. The first offense is \$25, subsequent offenses increase in \$25 dollar increments with a maximum of \$100 for the 4th offense.

### Strategic Plan Relationship

This project aligns with the City's strategic plan goal of infrastructure management

### Board/Commission Review

N/A

#### Financial Impact

N/A

#### Public Outreach/Input

N/A

#### Staff Recommendation

By motion, introduce the ordinance for first reading and direct that it be placed on file for second reading at the April 15, 2024, Council meeting.

#### Attachment List

None



# City of Blaine

## Signature Copy

Ordinance: ORD 24-2548

### First Reading

### Amend Sec. 86-7. Lawn Sprinkler Restrictions.

**THE CITY OF BLAINE DOES ORDAIN:** (Added portions are underscored and deleted portions are shown with overstrike.)

#### Sec. 86-7. Lawn sprinkler restrictions.

- (a) The use of the municipal water system for lawn sprinkling shall be regulated as provided in this section. Lawn and garden sprinkling and the use of irrigation systems will be permitted for properties having odd numbered addresses only on odd numbered days and for properties having even numbered addresses only on even numbered days.
- (b) From May 15 through September 15 lawn and garden sprinkling will be prohibited between the hours of 10:00 a.m. and 6:00 p.m. daily.
- (c) Exceptions.
  - (1) This section does not apply to private wells.
  - (2) Employees and agents of the city in such instances wherein lawn, grass or turf used for athletic fields or areas owned and operated by the city require more frequent watering to prevent unreasonable damage thereto.
  - (3) Limited hand watering of plants, flowers, garden areas, trees using a hose.
  - (4) Watering of new landscaping, sod or seed within 30 days of installation.
  - (5) Lawn and garden sprinkling and the use of irrigation systems can be further prohibited as to hours and/or days if deemed necessary by the city manager or designated employee of the utilities division in order to maintain an adequate supply of water and continuity of essential public services.
- (d) The penalty provisions of section 86-1 shall apply to violations of this section. Lawn sprinkler violation fees will be billed to the property owner on a 30-day billing schedule, and payment must be made to the city finance department within 30 days of the billing date. Fees not paid to the city within 30 days of the billing date will be considered delinquent, and subject to a 10 percent late payment fee. Penalties and late fees not paid to the city finance department within 90 days of the billing date may be certified to Anoka County for collection in the same manner that other taxes are collected relating to the subject property.

(Code 1963, § 50.10; Code 1980, § 21-28; Ord. No. 543, 5-19-1977; Ord. No. 546, 6-16-1977; Ord. No. 85-887, 6-20-1985; Ord. No. 97-1650, 4-3-1997; Ord. No. 05-2040, 4-7-2005; Ord. No. 16-2363, 8-18-2016; Ord. No. 21-2475, 7-19-2021)

**INTRODUCED** and read in full this 1st day of April, 2024.

**PASSED** by the City Council of the City of Blaine this      day of      2024.





# City of Blaine Staff Report

File Number: 2024-93

| Agenda Date   | Status    |
|---------------|-----------|
| April 1, 2024 |           |
| In Control    | File Type |
| City Council  | Motion    |

## Administration -

### Agenda Item # 11.5

Approval of City of Blaine Council Policy for Board/Commission Appointment Process and Structure

### Executive Summary

Council is asked to consider proposed amendments to the council policy for board and commission appointments.

### Background

The current council policy for board/commission appointments was adopted in 2020 and some amendments are being suggested to help clarify the purpose and structure of each board/commission, appointment process, including interviews, and stipends. The goal is to document the appointment process and structure of these important advisory boards and commissions while still allowing flexibility and help provide structure to the members on expectations, work plans, and meeting schedules. The policy including proposed changes is attached. Council previously saw this draft proposal at the October 2, 2023, workshop.

### Strategic Plan Relationship

N/A

### Board/Commission Review

N/A

### Financial Impact

N/A

## Public Outreach/Input

N/A

## Staff Recommendation

Council is asked to adopt the proposed revisions of the council policy by motion, second, and vote. If approved, staff will bring forward some minor housekeeping amendments to align these changes with city code for consideration at a future meeting.

## Attachment List

1. Board and Commission Appointment Policy - Draft Changes for 2024

## **City of Blaine Council Policy**

### **Board/Commission Appointment Process and Structure**

**Purpose:** Boardmembers and commissioners are vital to the community and provide input and guidance on the many opportunities and issues Blaine faces as a growing community. Requirements for these volunteer positions include being a resident of Blaine, attending monthly meetings, and having a community interest. In order to be most responsive to residents interested in serving on boards and commissions and to be able to be flexible during the recruitment, the appointment process previously outlined by ordinance was moved and included instead as a Council policy ~~outlined below~~.

**Boards/Commissions:** The City's advisory boards and commissions include the Natural Resources Conversation Board, Park Advisory Board, Planning Commission and Traffic Commission. There are other ad hoc boards and commissions whose members are appointed but do not directly report to the City Council including the Charter Commission, Fire Board, and Senior Advisory Board, as well as community boards such as the Blaine Historical Society. Boards and commissions meet quarterly or as needed, based on a calendar and work plan created and approved by Council and implemented by staff. The exception to quarterly meetings is the Planning Commission who meets more frequently to act on land use applications and hold public hearings as required by Statute.

**Appointments:** Board/commission appointments are made annually by City Council based on each term's ending, typically March of each year. Appointments are made based on balanced ward representation where possible for up to two 3-year terms per member. The Council can by consensus deviate from these criteria and allow for differing ward representation and/or additional term(s). Council will determine the candidate review and interview process each appointment cycle based on the number of vacancies, reappointments, and applications received.

**Member Removal:** Members may be removed by the mayor if the removal is confirmed by a majority vote of the City Council. Current members who move from the council election ward they were appointed to will be allowed to complete their term with the approval of the mayor and the two councilmembers from the council election ward they moved from. Terms of current members who move outside the City shall end immediately.

**Board/Commission Structure:** Most boards/commissions are comprised of 7

members. Each board/commission will appoint their chair/vice chair and adopt rules for the transaction of its business which may include provisions for conducting public hearings and the filing of written testimony by the public if needed. With the assistance of staff, each board/commission will 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.

**Stipend:** Board and commission members will be compensated at the rate of \$60 per meeting attended and \$75 per meeting attend for chairpersons, not to exceed two meetings per month.

### **Planning Commission/Board of Appeals and Adjustments**

The Planning Commission shall be composed of:

- ~~— 7 members appointed for a maximum of two 3-year terms unless agreed upon by consensus of a majority of the City Council.~~
- ~~— Terms for Planning Commissioners to expire in March of each year when a successor is qualified.~~
- ~~— Vacancies occurring at the end of a term or during a term will be filled by mayoral appointment confirmed by a majority of the City Council.~~
- ~~— Members may be removed by the mayor if the removal is confirmed by a majority vote of the City Council.~~
- ~~— The mayor shall appoint a chair from among the members and a vice chair may be selected by the members.~~
- ~~— At least two members must reside in each council election ward during the term of their appointment.~~
  - ~~○ In the event a candidate cannot be identified from a ward, including as a result of redistricting, a resident from outside that ward may be appointed to serve at large for one 3-year term upon consensus of a super majority of City Council.~~
- ~~— Current members who move from the council election ward they were appointed to will be allowed to complete their term with the approval of the mayor and the two councilmembers from the council election ward they moved from.~~
- ~~— Should a Commissioner move outside the City their term shall end immediately.~~
- ~~— The Commission shall adopt rules for the transaction of its business and such rules may include provisions for conducting public hearings and the filing of written testimony by the public.~~
- ~~— 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.

- Meetings to be held the first Tuesday of each month or at the call of the Planning 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.

### **Traffic Commission**

The Traffic Commission shall be composed of seven members appointed for a maximum of two 3-year terms. Terms for traffic commissioners shall expire in March of each year when a successor is qualified. Vacancies occurring at the end of a term or during a term shall be filled by Mayoral appointment confirmed by a majority of the entire City Council. Members may be removed by the mayor if the removal is confirmed by a majority vote of the entire city council. The mayor shall appoint a chair at large from among the members and a vice chair may be selected by the members. At least two members must reside in each council election ward during the term of their appointment. Current members who move from the council election ward they were appointed to shall be allowed to complete their term with the approval of the mayor and the two councilmembers from the council election ward they moved from. A Board Member/Commissioner may serve no more than two 3-year terms unless agreed upon by consensus of a majority of the City Council. In the event a candidate cannot be identified from a ward a resident from outside that ward may be appointed to serve at large for one 3-year term upon consensus of a super majority of City Council. Should a commissioner move outside the city their term shall end immediately.

### **Park Advisory Board**

The Park Advisory Board shall be composed of seven members appointed for a maximum of two 3-year staggered terms. All park board members' terms shall expire in March of each year when a successor is qualified. Vacancies occurring at the end of a term or during a term shall be filled by Mayoral appointment confirmed by a majority of the entire City Council. At least two members must reside in each council election ward during the term of their appointment. Current members who move from the council election ward they were appointed to shall be allowed to complete their term with the approval of the mayor and the two councilmembers from the council election ward they moved from. A Board Member/Commissioner may serve no more than two 3-year terms unless agreed upon by consensus of a majority of the City Council. In the event a candidate cannot be identified from a ward a resident from outside that ward may be appointed to serve at large for one 2-year term upon consensus of a super majority of City Council. Should a commissioner move outside the city their term shall end

~~immediately. The mayor shall appoint a chair from among the members and a vice chair may be selected by the members.~~

### **Natural Resources Conservation Board**

~~Resolution 01-88 adopted May 17, 2001 established the NRCB; the policy outlined structure and amended as outlined in Resolution 16-028:~~

- ~~a. The Natural Resource Conservation Board will be comprised of 10 members consisting of two (2) members from each Council ward and four (4) at-large members, one (1) of whom will serve as chair for a total of ten (10) members. The mayor shall appoint a chair from among the members and a vice chair may be selected by the members. Blaine residents as well as non-resident taxpayers are eligible to serve on the Board. If a Board member moves from the council election ward they were appointed to, they shall be allowed to complete their term with approval of the Mayor and two Councilmembers from the council election ward they moved from. If a current Board member moves outside the City, their term shall end immediately.~~
- ~~b. Board members will serve two 3-year terms expiring in March.~~
- ~~c. Board members may be reappointed to additional terms.~~
- ~~d. In the event a candidate cannot be identified from a ward a resident from outside that ward may be appointed to serve at large for one 2-year term upon consensus of a super majority of City Council.~~

### **Others**

~~Charter Commission appointment process is outlined in Statute. Mary Ann Young Center Advisory Board and Fire Board appointments are made every two years or as needed.~~



# City of Blaine Staff Report

File Number: 2024-94

| Agenda Date   | Status    |
|---------------|-----------|
| April 1, 2024 |           |
| In Control    | File Type |
| City Council  | Motion    |

## Administration -

### Agenda Item # 11.6

2024 Board and Commission Mayoral Appointments

### Executive Summary

Council is asked to appoint the 2024 board and commission members.

### Background

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.

### Strategic Plan Relationship

As advisory bodies, board and commission members relate to all facets of the city's strategic plan as their work is an integral part to decision-making by the city council.

#### **Board/Commission Review**

N/A

#### **Financial Impact**

Financial impacts include a small stipend for meeting attendance by members and staff time as liaisons supporting each board or commission.

#### **Public Outreach/Input**

Advertisement for board/commission positions was published in the official newspaper and city newsletter and posted on the city's website and all social media channels.

#### **Staff Recommendation**

Mayor to announce board/commission appointments for 2024-2025, after which council should confirm. The city extends its thanks to all board and commission members, past and present, for their service to the residents of Blaine.

#### **Attachment List**

1. 2024 Fee Schedule Excerpt
2. Board/Commission Appointments - Proposed



|                                                                            |                                  |              |
|----------------------------------------------------------------------------|----------------------------------|--------------|
| Removal of underground flammable liquid storage tank<br>(per tank)         | \$75.00                          |              |
| Special amusement buildings                                                | \$200.00                         |              |
| Standpipe installation                                                     | \$50.00                          |              |
| Temporary tents, canopies and membrane structures                          | \$50.00/structure                |              |
| Inspections and fees                                                       |                                  |              |
| Inspections outside of normal business hours<br>(minimum charge – 2 hours) | \$57.00/hour <sup>1</sup>        |              |
| Designated city holiday (minimum charge – 2 hours)                         | \$76.00/hour <sup>1</sup>        |              |
| Lawn Sprinkling Violation Fee                                              |                                  |              |
| 1st Offense                                                                | \$25.00                          |              |
| 2 <sup>nd</sup> Offense                                                    | \$50.00                          |              |
| 3 <sup>rd</sup> Offense                                                    | \$75.00                          |              |
| 4 <sup>th</sup> Offense and any subsequent offenses                        | \$100.00                         |              |
| Mowing administrative fee                                                  | \$25.00/parcel                   | 90-36        |
| Rental Housing Licensing                                                   |                                  | 18-505       |
| Rental housing license fees (+\$10/unit)                                   | \$180.00/11ppro.<br>(+\$10/unit) |              |
| Late fee (For every 30 days past due date)                                 | \$60.00                          |              |
| Rental housing license fees<br>(after 3 years with no inspection issues)   | \$130.00/11ppro.<br>(+\$10/unit) |              |
| Ownership transfer fee                                                     | \$30.00                          | 18-507       |
| Re-inspection fee                                                          | \$60.00                          | 18-509(b)(2) |
| Reinstatement fee (application)                                            | \$30.00                          | 18-509I      |
| Reports                                                                    |                                  |              |
| Custom<br>Programming/Research Fee                                         | \$5/copy*<br>\$25/hour           |              |
| Non-Custom                                                                 | \$5/copy*                        |              |

1

\*Sales tax will be added

<sup>1</sup>Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved. (Actual costs include administrative and overhead costs.)

**City of Blaine  
2024/2025 Proposed**

**Natural Resources Conservation Board**

| <b>Name</b>            | <b>Term Ends</b> | <b>Ward</b>   |
|------------------------|------------------|---------------|
| <i>Jayson Dahl</i>     | <i>3/27</i>      | <i>Ward 3</i> |
| Gene Rafferty          | 3/25             | Ward 1        |
| <i>Ken Anderson</i>    | <i>3/27</i>      | <i>Ward 3</i> |
| <i>Mary Jo Truchon</i> | <i>3/27</i>      | <i>Ward 3</i> |
| Carolyn Panning        | 3/25             | Ward 3        |
| VACANCY                | 3/27             |               |
| VACANCY                | 3/27             |               |

**Park Advisory Board**

| <b>Name</b>             | <b>Term Ends</b> | <b>Ward</b>   |
|-------------------------|------------------|---------------|
| <i>Chad Henderson</i>   | <i>3/27</i>      | <i>Ward 2</i> |
| Chris Ford              | 3/25             | Ward 1        |
| <i>Amanda Neubert</i>   | <i>3/27</i>      | <i>Ward 3</i> |
| Jeffrey Lester          | 3/25             | Ward 2        |
| <i>Amanda Van Buren</i> | <i>3/27</i>      | <i>Ward 3</i> |
| Tonya Lizakowski        | 3/25             | Ward 3        |
| Kristofer Paulseth      | 3/25             | Ward 3        |

**Traffic Commission**

| <b>Name</b>           | <b>Term Ends</b> | <b>Ward</b>   |
|-----------------------|------------------|---------------|
| <i>Corey Sundseth</i> | <i>3/26</i>      | <i>Ward 2</i> |
| Feyesombe             | 3/26             | Ward 1        |
| Loren Hill            | 3/25             | Ward 2        |
| Terry Wold            | 3/25             | Ward 2        |
| Mark Wifler           | 3/25             | Ward 3        |
| Todd Haas             | 3/25             | Ward 3        |
| VACANCY               | 3/26             | Ward 3        |

**Planning Commission – no expiring terms**