



City of Blaine

City Council Workshop

September 30, 2024 | 4:05 PM
Blaine City Hall
10801 Town Square Drive NE
Blaine, MN 55449

AGENDA

NOTICE OF WORKSHOP MEETING

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

1. Call to Order

2. Roll Call

3. New Business

- 3.1.** 2024-325 Charitable Gambling Introduction - 2025 Awards
Sponsors: Jason Zimmerman, Finance Director
- 3.2.** 2024-398 Communications Fund 2025 Budget
Sponsors: Jason Zimmerman, Finance Director
- 3.3.** 2024-399 Internal Service Funds 2025 Budgets - Self Insurance, Workers' Compensation, and Compensated Absences
Sponsors: Jason Zimmerman, Finance Director
- 3.4.** 2024-397 Refuse Fund 2025 Budget
Sponsors: Jason Zimmerman, Finance Director
- 3.5.** 2024-374 Utility Enterprise Funds 2025 Operating Budgets and 2025-2029 Capital Improvement Plans
Sponsors: Jason Zimmerman, Finance Director

4. Other Business

5. Adjournment



City of Blaine Staff Report

File Number: 2024-325

Agenda Date	Status
September 30, 2024	
In Control	File Type
City Council	Workshop Item

New Business - Jason Zimmerman, Finance Director, Nikki Beckers, Finance Analyst

Agenda Item # 3.1

Charitable Gambling Introduction - 2025 Awards

Background

The City's Charitable Gambling Fund was established in 1993 to account for the proceeds of a ten percent (10%) contribution that charitable gambling organizations operating within Blaine are required to submit to the City (Code Section 22-384). Organizations participating in charitable gambling as of 2024 are:

- Blaine Youth Basketball
- Blaine Festival Committee
- Blaine Youth Hockey
- Centennial HS Football Boosters
- VFW - Sgt. John Rice
- Blaine Youth Football
- Spring Lake Park Lions Club
- Spring Lake Park #16 Youth Hockey

Historically, Council has allocated funds to organizations using previously requested amounts and consideration of new applicants. After reviewing how other cities manage their charitable gambling programs, the Council established a new procedure in 2024 to guide how funds are allocated. Staff will use the same method as well as an online application to standardize the request process for determining the 2025 awards. An outline of this procedure is below.

- Base annual allocations of charitable gambling proceeds on the amount received in the last full fiscal year
 - 2023 - \$192,818
- Organizations must submit an online application annually to be considered for funding

- Staff contact organizations that have previously participated via email and U.S. Mail with application information
- Allocation amounts based on councilmember scoring
 - A scoring sheet with all requesting organizations and the requested amounts will be distributed to each councilmember
 - Each councilmember will enter their recommended allocations and return their scoring sheet to staff
 - Staff will average the scoring sheet amounts from all councilmembers to generate a recommended award for Council's consideration
 - At least 3 councilmembers must allocate funding on their scoring sheets for an organization to receive funding

Revenues

Actual charitable gambling contributions received were \$215,265 in 2022 and \$192,818 in 2023. For 2024, based on current year-to-date activity and historical trends, it's anticipated the final contributions will be close to the budgeted amount of \$175,000. Given the volatility of this funding source, the current budget for 2025 is presented to be consistent with the 2024 budget.

Expenditures

Expenditures from this fund are at the City Council's discretion, provided that they fall within the guidelines established by Minnesota Statute 349.12 subdivision 25. Specifically, allowable contributions include donations to:

- 501(c)(3) organizations; and 501(c)(4) festival organizations
- Relieve the effects of poverty, homelessness, or physical or mental disabilities
- Treatment of post-traumatic-stress syndrome or compulsive gambling
- Public or private accredited nonprofit educational institution
- Scholarship funds
- Recognition of humanitarian or military service
- Activities and facilities that benefit youth under the age of 21
- Support police, fire, or other public safety-related services, equipment, and training
- Wildlife management projects
- Maintenance of snowmobile and/or ATV trails
- Support nutritional and congregate dining programs, and food shelves
- Community arts programs

Annually, an expenditure report is submitted to the State of Minnesota, disclosing the recipients of funds along with the amount and purpose.

2025 Budget

The City appropriated donations totaling \$194,500 for 2023 and \$212,500 for 2024; a detailed breakdown of each contribution and the 2025 requested amounts are attached. Consistent with the 2024 award process, the 2025 distribution is to be based on actual 2023 charitable gambling revenues. This will provide \$192,818 of available funding.

A copy of the presentation will be attached before noon on the day of the meeting.

Attachments:

- *Fund Summary – includes 2023 actuals, the 2024 budget, and the 2025-2029 outlook; with detailed revenue sources, expenses, and projected cash balances*
- *Detailed listing of historical distributions*
- *Example of the scoring sheet*
- *2025 Online Applications - alpha order*

Staff Recommendation

Finance will distribute the scoring matrix and 2025 requests for funding via email in the upcoming weeks to each councilmember, which will then be compiled for discussion at the November 13 Workshop. No discussion is intended at this time regarding individual requests.

Questions for Council

Does Council support the presented 2025 charitable gambling process?

Attachment List

1. Fund Summary - Charitable Gambling Fund
2. 2025 Charitable Gambling Fund Score Sheet
3. Detailed List of Distributions/2025 Requests
4. 2025 - Online Applications - Alpha Order
5. 2025 Charitable Gambling Fund Presentation



City of Blaine, Minnesota
Charitable Gambling Fund - 240
Summary of Revenues, Expenditures, and Change in Fund Balance
2025 Budget - As of September 17, 2024

	2023 Actual	2024 Adopted Budget	2025 Budget	2026 Projection	2027 Projection	2028 Projection	2029 Projection
Operating Revenues							
Gambling Tax	\$ 192,818	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000
Investment Earnings	7,249	-	-	-	-	-	-
Total Revenues	<u>200,067</u>	<u>175,000</u>	<u>175,000</u>	<u>175,000</u>	<u>175,000</u>	<u>175,000</u>	<u>175,000</u>
Operating Expenditures							
Charitable Contributions	194,500	212,500	192,818	175,000	175,000	175,000	175,000
Total Expenditures	<u>194,500</u>	<u>212,500</u>	<u>192,818</u>	<u>175,000</u>	<u>175,000</u>	<u>175,000</u>	<u>175,000</u>
Revenues Over (Under) Expenditures	<u>5,567</u>	<u>(37,500)</u>	<u>(17,818)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other Financing Sources (Uses)							
Transfers In	-	-	-	-	-	-	-
Transfers Out to Facilities Capital Fund	-	-	-	-	-	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balance	5,567	(37,500)	(17,818)	-	-	-	-
Fund Balance, January 1	247,497	253,064	215,564	197,746	197,746	197,746	197,746
Fund Balance, December 31	<u>253,064</u>	<u>215,564</u>	<u>197,746</u>	<u>197,746</u>	<u>197,746</u>	<u>197,746</u>	<u>197,746</u>
Cash Balance, December 31	<u>\$ 203,567</u>	<u>\$ 166,067</u>	<u>\$ 148,249</u>	<u>\$ 148,249</u>	<u>\$ 148,249</u>	<u>\$ 148,249</u>	<u>\$ 148,249</u>

2025 Charitable Gambling Funds Score Sheet

Council Member: _____

Please fill in the funding you wish to allocate to each organization in the Allocated Funding Column

Due by the end of the day Monday, October 28 to charitablegambling@blainemn.gov

	Organization	Amount Requested	Allocated Funding
Prior Year Requests	Alexandra House Inc	75,000	
	Anoka County Composite Squadron	7,500	
	Beyond the Yellow Ribbon	2,500	
	Blaine Band Boosters - Blaine Marching Band	1,500	
	Crime Stoppers of Minnesota	1,000	
	Family Promise in Anoka County	12,500	
	Hope 4 Youth	15,000	
	Hope for the Community	15,000	
	Impact Services, Inc	10,000	
	Jam Hope Foundation	10,000	
	Minnesota 100 Club	5,000	
	SBM Fire - Annual fireworks show	40,000	
	Stepping Ston Emergency Housing	12,000	
	The Salvation Army Blaine Office	10,000	
	Way of the Lord food shelf	12,000	
New Requests	Blaine Youth Football	5,000	
	Cars for Neighbors, Inc	12,000	
	Grace Incorporated	10,000	
	Robert-Wilma Burbach Bike Foundation DBA Bike4Kids	5,000	
	Superman Sam's Survival Kit	5,000	
	Centennial Community Food Shelf	-	
	Total	\$266,000	\$0
Remaining to allocate			\$192,818

** No form returned from these organizations; leaving Council the option to allocate funding*

\$192,818 is available to allocate among the organizations (2023 total revenues).

Organizations must receive allocations from at least 3 councilmembers to be considered for funding.
The recommended award will be the average of the councilmember allocations.

CITY OF BLAINE, MINNESOTA

CHARITABLE GAMBLING FUND - 240

2025 Budget

	2023 Actual	2024 Adopted	2025 Requested
Beginning Fund Reserve	247,497	253,064	215,564
<u>Revenues</u>			
Investment earnings	\$ 7,249	\$ -	\$ -
Charitable Gambling Contributions	192,818	175,000	175,000
Total	200,067	175,000	175,000
<u>Expenses</u>			
Existing Requests			
Alexandra House	60,000	75,000	75,000
Beyond the Yellow Ribbon	2,500	2,500	2,500
Boy Scout Troop 3509	750	-	-
Centennial Community food shelf	12,000	3,000	-
Civil Air Patrol (Anoka County Composite Squadron)	5,000	5,000	7,500
Crime Stoppers of Minnesota	-	-	1,000
Family Promise in Anoka County	12,000	12,000	12,500
Hope 4 Youth	12,000	12,000	15,000
Hope for the Community food shelf	12,000	12,000	15,000
Impact Services Meals on Wheels & More	-	-	10,000
Jam Hope Foundation	-	-	10,000
Minnesota 100 Club	5,000	5,000	5,000
Salvation Army food shelf	12,000	12,000	10,000
SBM Fire - Annual fireworks show	35,000	40,000	40,000
Senior High Schools			-
Blaine High School Senior All Night Party	750	-	-
Centennial High School Senior Party	750	-	-
Spring Lake Park High School Senior Party	750	-	-
Stepping Stone	12,000	12,000	12,000
Way of the Lord food shelf	12,000	12,000	12,000
New Requests			
Blaine Band Boosters - Marching Band	-	-	1,500
Blaine Youth Football	-	-	5,000
Cars for Neighbors, Inc.	-	-	12,000
Grace Incorporated	-	-	10,000
Impact Services Meals on Wheels & More	-	5,000	-
Jam Hope Foundation	-	5,000	-
Robert-Wilma Burbach Bike Foundation DBA Bikes4Kids	-	-	5,000
Superman Sam's Survival Kit	-	-	5,000
Total	194,500	212,500	266,000
Increase (decrease) in fund reserve	5,567	(37,500)	(91,000)
Ending Fund Reserve	\$ 253,064	\$ 215,564	124,564

From: noreply@civicplus.com
To: [Charitable Gambling](#); [Heidi Andrea](#)
Subject: Online Form Submittal: Charitable Gambling Tax Funds Application
Date: Thursday, June 13, 2024 12:48:48 PM

Charitable Gambling Tax Funds Application

Charitable Gambling Tax Funds Application

Organization Name	Alexandra House, Inc
Contact Name	Tina Bronson
Contact Phone	763-656-1363
Contact Email Address	communications@alexandrahouse.org
Address	10065 – 3rd Street NE
City	Blaine
State	MN
Zip Code	55434
Type of Organization Making the Request	Non-Profit
Attach Form W9	W-9 Signed 2024.pdf
Is your organization a 501C3?	Yes
Attach Proof of IRS 501c3 Status	501(c)3 Letter - IRS.pdf
How many residents of Blaine does your organization serve/impact?	124
How does your organization serve/impact the citizens of Blaine?	Alexandra House plays a crucial role in serving and impacting the citizens of Blaine by providing comprehensive support and advocacy for victims/survivors of domestic and sexual violence and elder abuse. Here's how Alexandra House serves and impacts the community: • Emergency Response: Alexandra House operates around the clock, responding to calls from the Blaine Police Department, Anoka County Sheriff's Office, and Mercy Hospital-Unity

Campus. This immediate response is a vital component of the community's public safety and public health infrastructure. It ensures that individuals in crisis receive the necessary support and protection.

- Youth Services Program: Alexandra House's Youth Services Program is active in high schools throughout the Anoka-Hennepin School District, including Blaine High School. They offer school-based advocacy, support groups, and prevention education. This program helps young individuals understand and address issues related to domestic and sexual violence, thus promoting a safer and more informed community.
- Support for Victims/Survivors: Alexandra House serves victims and survivors of domestic and sexual violence and elder abuse not only from Blaine but also from beyond the city limits. As the sole agency providing these services in Anoka County, it plays a pivotal role in helping individuals in crisis. Our advocates work with Blaine residents to address immediate crisis and safety needs, providing guidance and support.
- Long-Term Safety and Independence: Alexandra House goes beyond addressing immediate needs. We support victims/survivors in their journey to achieve long-term safety and independence. This involves providing resources, accessing therapy and support groups, and assistance to help individuals rebuild their lives free from violence.
- Free Services: It's important to note that Alexandra House offers its services free of charge to participants – but our services are not free of cost. However, it does ensure that victims and survivors, regardless of their financial situation, can access the support they need to overcome the challenges they face.
- Significant Impact: The statistics are a testament to the significant impact Alexandra House has on the citizens of Blaine. On average, we provide direct services to more than 124 residents annually, encompassing more than 2,588 types of services. This demonstrates the scale of our outreach and the extent to which we serve and assist the Blaine community.

We are an essential organization in Blaine that contributes to the safety and well-being of its citizens by responding to emergencies, educating the youth, supporting victims, and ultimately helping individuals break free from the cycle of violence and regain their independence.

(Section Break)

Request Information

Did your organization receive funding in the prior year?

Yes

Please describe how

Please see attached document.

the funds were used to benefit the Blaine community.

Attach additional information, if available.

[City of Blaine Report 2023-24.pdf](#)

Amount of Request

75,000

In detail, explain how the funds requested will be utilized.

The funds provided to Alexandra House will be used to support a wide range of critical programs and services for the benefit of the community in Blaine. Blaine residents continue to benefit from programs and services such as our 24-hour emergency shelter, transitional housing, support groups, access to therapy, on-call hospital advocacy, legal advocacy, youth services, elder abuse services, food shelf and basic needs assistance, and community outreach and prevention education.

Other Supplemental Information

Field not completed.

Often, applicants are not awarded the full amount requested; can your organization utilize a partial award?

Yes

If yes, how will the partial award be utilized?

If Alexandra House is not awarded the full grant amount, it will have a significant and distressing impact on the organization and the citizens of the city of Blaine. The demand for their services has grown exponentially in recent years, but the organization has not received an increase in state funding for the past nine years and is already facing a substantial budget deficit of \$400,000. Not receiving the full grant amount would worsen this financial strain, making it even more challenging for Alexandra House to continue its essential work.

Providing 2,600+ services to the residents of Blaine costs over \$150,000 annually. Declining funding may force Alexandra House to make heartbreaking decisions about which components of services to reduce or discontinue. This could lead to life-or-death choices regarding who has access to life-saving services and who doesn't, which is an unimaginable and distressing scenario.

A reduced grant would have dire consequences for Alexandra House's ability to continue providing essential life-saving services to victims of domestic and sexual violence in Blaine. It could lead to service disruptions, further strain resources, and force organizations to make extremely difficult decisions about the

allocation of support. The impact would not only affect Blaine but also resonate across the state, potentially undermining the progress made in addressing domestic and sexual violence.

Acknowledgement	By completing and signing this form, the organization confirms that the requested Charitable Gambling Tax Funds will be spent for a lawful purpose. This request is a one-time request for funds to be awarded in the next fiscal year, and the applicant understands requests for future funding will require a new separate application.
Name	Danielle Reynolds
Title	Donor Engagement Coordinator
Date	6/13/2024

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From: noreply@civicplus.com
To: [Charitable Gambling](#); [Heidi Andrea](#)
Subject: Online Form Submittal: Charitable Gambling Tax Funds Application
Date: Friday, September 6, 2024 1:25:06 PM

Charitable Gambling Tax Funds Application

Charitable Gambling Tax Funds Application

Organization Name	Beyond the Yellow Ribbon
Contact Name	Tom Ryan
Contact Phone	763-300-0427
Contact Email Address	ryantom047@gmail.com
Address	10801 Town Square Drive NE
City	Blaine
State	MN
Zip Code	55449
Type of Organization Making the Request	Non-Profit
Attach Form W9	BTYR.pdf
Is your organization a 501C3?	Yes
Attach Proof of IRS 501c3 Status	BTYR_1.pdf
How many residents of Blaine does your organization serve/impact?	500
How does your organization serve/impact the citizens of Blaine?	Beyond the Yellow Ribbon is a comprehensive program that creates awareness for the purpose of connecting service members and their families with community support, training, services, and resources. The City of Blaine has had an ongoing partnership with the Yellow Ribbon Community since 2013, where the Council appropriated funding for our 501 (c)(3) corporation for the 2014 Charitable Gambling Fund.

(Section Break)

Request Information

Did your organization receive funding in the prior year?	Yes
Please describe how the funds were used to benefit the Blaine community.	Beyond the Yellow Ribbon community campaign unites key areas across the City to create a network that connects and coordinate agencies, organizations, resources, and employers for the purpose of proactively supporting service members and military families. Blaine has the highest concentration of National Guard members in the north metro area. Blaine's continued partnership with our organization will support our service members.
Attach additional information, if available.	<i>Field not completed.</i>
Amount of Request	2500.00
In detail, explain how the funds requested will be utilized.	Beyond the Yellow Ribbon community campaign unites key areas across the City to create a network that connects and coordinate agencies, organizations, resources, and employers for the purpose of proactively supporting service members and military families. Blaine has the highest concentration of National Guard members in the north metro area. Blaine's continued partnership with our organization will support our service members.
Other Supplemental Information	<i>Field not completed.</i>
Often, applicants are not awarded the full amount requested; can your organization utilize a partial award?	Yes
If yes, how will the partial award be utilized?	We would use the funds in the same manner but be able to impact less people.
Acknowledgement	By completing and signing this form, the organization confirms that the requested Charitable Gambling Tax Funds will be spent for a lawful purpose. This request is a one-time request for funds to be awarded in the next fiscal year, and the applicant understands requests for future funding will require a new separate application.
Name	Terry Wold

Title	Vice President
Date	9/6/2024

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From: noreply@civicplus.com
To: [Charitable Gambling](#); [Heidi Andrea](#)
Subject: Online Form Submittal: Charitable Gambling Tax Funds Application
Date: Wednesday, May 15, 2024 1:08:42 PM

Charitable Gambling Tax Funds Application

Charitable Gambling Tax Funds Application

Organization Name	Blaine Band Boosters - Blaine Marching Band
Contact Name	Beth Saiko
Contact Phone	952-388-4792
Contact Email Address	bmrichards99@gmail.com
Address	PO Box 490464
City	Blaine
State	MN
Zip Code	55449
Type of Organization Making the Request	Non-Profit
Attach Form W9	Current Blaine Band Boosters W9.pdf
Is your organization a 501C3?	Yes
Attach Proof of IRS 501c3 Status	Blaine Band Boosters 501 Status.pdf
How many residents of Blaine does your organization serve/impact?	100+
How does your organization serve/impact the citizens of Blaine?	My name is Beth Saiko. I am the Treasurer of the Blaine Band Boosters; a 501(c)(3) charity, EIN 41-1782480, whose sole function is to raise funds for the Blaine Senior High School band programs. The non-profit charity supports the Marching Band, Freshman Band, Repertoire Band, Concert Band, Jazz Band, ensemble groups, All State performers and more. The Boosters are currently raising funds for the 2024 Marching Band season. The Blaine Marching Bengals perform in various competitions around Minnesota and home football games, closing the season

at the US Bank Stadium in October.

Our organization is seeking monetary donations from valued members of the community such as yourself. Every season the Blaine Band Boosters utilizes fund raising to cover costs such as sound equipment, podiums, visual effects, meals, snacks, travel expenses, trailers, etc. This season is especially challenging as the Blaine Bengals purchased new uniforms. Every ten years the state allocates funds for schools to replace their uniforms. As in past decades the funds allocated by the state were not sufficient to cover the total cost. It falls upon the Boosters to raise the additional money needed.

Donations of any amount are welcome. 100% of all monetary amounts received will go directly towards our goal of \$25,000.00. All contributions are appreciated by the Marching Band community.

We would greatly appreciate receiving your donation by July 15, 2024, or sooner. Thank you in advance for your consideration of our request and for your generosity.

Checks should be made payable to “Blaine Band Boosters” and mailed to:

Blaine Band Boosters
Address: PO Box 490464
Blaine, MN 55449

If you have any questions or need more information about the 2024 Blaine Marching Band season or about the work of the Blaine Band Boosters, please contact the committee at bengalbandboosters@gmail.com. Again, we are extremely grateful for your support and for making it possible for us to plan and support the Blaine High School Marching Band.

(Section Break)

Request Information

Did your organization receive funding in the prior year?

No

Amount of Request

\$1,500.00

In detail, explain how the funds requested will be utilized.

The Boosters are currently raising funds for the 2024 Marching Band season. The Blaine Marching Bengals perform in various competitions around Minnesota and home football games, closing the season at the US Bank Stadium in October.

Field not completed.

Other Supplemental Information

Often, applicants are not awarded the full amount requested; can your organization utilize a partial award?	Yes
If yes, how will the partial award be utilized?	The Boosters are currently raising funds for the 2024 Marching Band season. The Blaine Marching Bengals perform in various competitions around Minnesota and home football games, closing the season at the US Bank Stadium in October. Donations of any amount are welcome. 100% of all monetary amounts received will go directly towards our goal of \$25,000.00. All contributions are appreciated by the Marching Band community.
Acknowledgement	By completing and signing this form, the organization confirms that the requested Charitable Gambling Tax Funds will be spent for a lawful purpose. This request is a one-time request for funds to be awarded in the next fiscal year, and the applicant understands requests for future funding will require a new separate application.
Name	Beth Saiko
Title	Treasurer
Date	5/15/2024

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Blaine High School

Band Boosters



April 2024

City of Blaine
10801 Town Square Drive NE
Blaine, MN 55449

My name is Beth Saiko. I am the Treasurer of the Blaine Band Boosters; a 501(c)(3) charity, EIN 41-1782480, whose sole function is to raise funds for the Blaine Senior High School band programs. The non-profit charity supports the Marching Band, Freshman Band, Repertoire Band, Concert Band, Jazz Band, ensemble groups, All State performers and more. The Boosters are currently raising funds for the 2024 Marching Band season. The Blaine Marching Bengals perform in various competitions around Minnesota and home football games, closing the season at the US Bank Stadium in October.

Our organization is seeking monetary donations from valued members of the community such as yourself. Every season the Blaine Band Boosters utilizes fund raising to cover costs such as sound equipment, podiums, visual effects, meals, snacks, travel expenses, trailers, etc. This season is especially challenging as the Blaine Bengals purchased new uniforms. Every ten years the state allocates funds for schools to replace their uniforms. As in past decades the funds allocated by the state were not sufficient to cover the total cost. It falls upon the Boosters to raise the additional money needed.

Donations of any amount are welcome. 100% of all monetary amounts received will go directly towards our goal of \$25,000.00. All contributions are appreciated by the Marching Band community.

We would greatly appreciate receiving your donation by July 15, 2024, or sooner. Thank you in advance for your consideration of our request and for your generosity.

Checks should be made payable to "Blaine Band Boosters" and mailed to:

Blaine Band Boosters
Address: PO Box 490464
Blaine, MN 55449

If you have any questions or need more information about the 2024 Blaine Marching Band season or about the work of the Blaine Band Boosters, please contact the committee at bengalbandboosters@gmail.com. Again, we are extremely grateful for your support and for making it possible for us to plan and support the Blaine High School Marching Band.

Sincerely,

Beth Saiko
Treasurer
Blaine Band Boosters

From: noreply@civicplus.com
To: [Charitable Gambling](#); [Heidi Andrea](#)
Subject: Online Form Submittal: Charitable Gambling Tax Funds Application
Date: Wednesday, May 29, 2024 10:50:23 AM

Charitable Gambling Tax Funds Application

Charitable Gambling Tax Funds Application

Organization Name	Blaine Youth Football
Contact Name	Jesse Schwartz
Contact Phone	763-567-1722
Contact Email Address	jessesch
Address	PO BOX 490876
City	Blaine
State	MN
Zip Code	55449
Type of Organization Making the Request	Non-Profit
Attach Form W9	BYF 501 (c) (3) (1).pdf
Is your organization a 501C3?	Yes
Attach Proof of IRS 501c3 Status	BYF 501 (c) (3) (1)_1.pdf
How many residents of Blaine does your organization serve/impact?	850
How does your organization serve/impact the citizens of Blaine?	Blaine Youth Football serves kids from Kindergarten through 8th grade.

(Section Break)

Request Information

Did your organization receive funding in the prior year?	No
Amount of Request	5000.00
In detail, explain how the funds requested will be utilized.	Blaine Youth Football charges the least amount of all the Blaine youth sports for registration. By making football affordable for the families of Blaine, that doesn't leave alot of money left over. We have to continously replace or refurbish helmets every year. Helmets are the key to player safety. Which is BYF number one initiative. Thank you for consideration
Other Supplemental Information	<i>Field not completed.</i>
Often, applicants are not awarded the full amount requested; can your organization utilize a partial award?	Yes
If yes, how will the partial award be utilized?	The money would go to purchasing or refurbishing new safety equipment
Acknowledgement	By completing and signing this form, the organization confirms that the requested Charitable Gambling Tax Funds will be spent for a lawful purpose. This request is a one-time request for funds to be awarded in the next fiscal year, and the applicant understands requests for future funding will require a new separate application.
Name	Jesse Schwartz
Title	Blaine Youth Football President
Date	5/29/2024

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From: noreply@civicplus.com
To: [Charitable Gambling](#); [Heidi Andrea](#)
Subject: Online Form Submittal: Charitable Gambling Tax Funds Application
Date: Friday, August 9, 2024 4:37:01 PM

Charitable Gambling Tax Funds Application

Charitable Gambling Tax Funds Application

Organization Name	Cars for Neighbors, Inc.
Contact Name	Valerie Jensen
Contact Phone	763-717-7755
Contact Email Address	admin@carsforneighbors.org
Address	12527 Central Ave NE Suite 110
City	Blaine
State	MN
Zip Code	55434
Type of Organization Making the Request	Non-Profit
Attach Form W9	CFN W9.pdf
Is your organization a 501C3?	Yes
Attach Proof of IRS 501c3 Status	Proof of Tax Exempt Status IRS 501c3.pdf
How many residents of Blaine does your organization serve/impact?	Approximately 15
How does your organization serve/impact the citizens of Blaine?	Cars for Neighbors Vehicle Repair Program provides no cost safety and emissions auto repair services to help low-income Anoka County residents keep their jobs, find new jobs, get to medical appointments, go to grocery stores, and participate in educational and recreational opportunities for themselves and/or their loved ones. We are essential in Anoka County, which severely lacks public transportation. It might take hours to get from your home to your job. If you have children to pick up at daycare, need to pick up groceries, have a medical appointment,

transportation can become an insurmountable obstacle. With the scarcity and expense of purchasing a used vehicle, maintaining your current vehicle becomes the only viable option. Combined with our fast-growing population and economic factors that continue to affect the job market, our clients are the hardest hit by the economic downturn and the rising cost of vehicle repair and replacement. Blaine alone has a population of 74,876. Of that population, 6% (4,532 people) live in poverty. This is the group our program serves within the City of Blaine. We help people from all walks of life; single, parent, couple, senior, veteran, disabled, or unhoused. All must meet Federal Poverty Guidelines and be residents of Anoka County. While 78% of Blaine reports as white, 50% of our Blaine program participants report as nonwhite. We don't require our clients to be employed, but 55% are employed, with the remainder on fixed or disability incomes, or other types of county and state support. We also work collaboratively with Anoka County agencies, social workers, case workers, and other nonprofits (shelters, etc.) to assist their clients with their auto repair needs as they work to build self-sufficiency and move forward.

****How many residents of Blaine does your organization serve/impact:** Approximately 15 clients a year, which accounted for 25% of our total number of clients in 2023. We serve the entirety of Anoka County, which has 26 cities. Our number of Blaine clients are second only to Coon Rapids.

(Section Break)

Request Information

Did your organization receive funding in the prior year?

No

Amount of Request

12,000.00

In detail, explain how the funds requested will be utilized.

We would allocate \$800 to be used toward the repair of 15 vehicles. Along with other secured funds, 15 vehicles would be repaired to allow those individuals/families to fully participate in their community with safe and reliable transportation.

Other Supplemental Information

Field not completed.

Often, applicants are not awarded the full amount requested; can your organization utilize a partial award?

Yes

If yes, how will the partial award be utilized?	We will allocate \$800 toward individual car repair. The number of vehicles repaired would be dependent on the amount awarded. We would be grateful for any amount and it would be used to help our neighbors in need of car repair.
Acknowledgement	By completing and signing this form, the organization confirms that the requested Charitable Gambling Tax Funds will be spent for a lawful purpose. This request is a one-time request for funds to be awarded in the next fiscal year, and the applicant understands requests for future funding will require a new separate application.
Name	Valerie Jensen
Title	Development & Office Manager
Date	8/9/2024

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Charitable Gambling](#); [Heidi Andrea](#)
Subject: Online Form Submittal: Charitable Gambling Tax Funds Application
Date: Thursday, September 5, 2024 9:51:55 AM

Charitable Gambling Tax Funds Application

Charitable Gambling Tax Funds Application

Organization Name	Anoka County Composite Squadron
Contact Name	Lt Col Mary Albright
Contact Phone	763.792.9697
Contact Email Address	mary.albright@gmail.com
Address	10199 Kissell St
City	Blaine
State	MN
Zip Code	55014
Type of Organization Making the Request	Non-Profit
Attach Form W9	CAP W9 June 2024.pdf
Is your organization a 501C3?	Yes
Attach Proof of IRS 501c3 Status	501c3 letter for Civil Air Patrol.pdf
How many residents of Blaine does your organization serve/impact?	Entirety of Anoka County
How does your organization serve/impact the citizens of Blaine?	We provide youth leadership development, training the next generation of leaders in our community, state and nation. Our members take part in emergency services training so they can volunteer to be on ground and air search teams for missing people or aircraft in collaboration with local emergency response organizations.

(Section Break)

Request Information

Did your organization receive funding in the prior year?

Yes

Please describe how the funds were used to benefit the Blaine community.

Field not completed.

Attach additional information, if available.

[2024-2025 ANOKA CAP - WHO WE ARE.pdf](#)

Amount of Request

7500

In detail, explain how the funds requested will be utilized.

Your funding helps us continue our award-winning youth leadership development program within the Blaine community. We receive no funding and rely solely on donations. Your donation will support our ability to make strides in overcoming a deficit created by inflation related operating costs for utilities, fuel, supplies and materials for our programs and activities. A portion of your donation would be earmarked for cadet scholarships to attend leadership and emergency services activities to advance their education and training.

Other Supplemental Information

[2024 Anoka Squadron_City of Blaine Charity Donation Application.pdf](#)

Often, applicants are not awarded the full amount requested; can your organization utilize a partial award?

Yes

If yes, how will the partial award be utilized?

We apply a partial award toward the needs listed above.

Acknowledgement

By completing and signing this form, the organization confirms that the requested Charitable Gambling Tax Funds will be spent for a lawful purpose. This request is a one-time request for funds to be awarded in the next fiscal year, and the applicant understands requests for future funding will require a new separate application.

Name

Mary Albright

Title

Deputy Commander for Cadets

Date

9/5/2024

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From: noreply@civicplus.com
To: [Charitable Gambling](#); [Heidi Andrea](#)
Subject: Online Form Submittal: Charitable Gambling Tax Funds Application
Date: Thursday, April 25, 2024 1:35:56 PM

Charitable Gambling Tax Funds Application

Charitable Gambling Tax Funds Application

Organization Name	Crime Stoppers of Minnesota
Contact Name	Camila Gadotti
Contact Phone	651-452-7463
Contact Email Address	www.crimestoppersmn.org
Address	9036 Grand Avenue South
City	Bloomington
State	MN
Zip Code	55420
Type of Organization Making the Request	Non-Profit
Is your organization a 501C3?	Yes
Attach Proof of IRS 501c3 Status	IRS Status Letter.pdf
How many residents of Blaine does your organization serve/impact?	City of Blaine
How does your organization serve/impact the citizens of Blaine?	The mission of Crime Stoppers of Minnesota is to be a bridge between citizens who wish to remain anonymous and law enforcement, helping solve crimes and making Minnesota, including Blaine, a safer place. As a non-profit 501(c)(3) organization operating independently from law enforcement agencies, Crime Stoppers is based on the principal that someone besides the criminal has information that can solve a crime and was created to address three major issues faced by law enforcement in generating that information: • Fear of reprisal. • An attitude of apathy.

- Reluctance to get involved.

(Section Break)

Request Information

Did your organization receive funding in the prior year?

No

Amount of Request

\$1,000

In detail, explain how the funds requested will be utilized.

Funding received by Crime Stoppers of Minnesota is primarily used for covering the non-profit's operational expenses shown below as well as to fund rewards provided to anonymous tipsters.

- Call Center • P3 (Tip Software) • Misc. office supplies
- Phone • Insurance • Postage and Shipping
- Tipster rewards

Other Supplemental Information

Field not completed.

Often, applicants are not awarded the full amount requested; can your organization utilize a partial award?

Yes

If yes, how will the partial award be utilized?

A partial or full award will help cover the items listed above.

Acknowledgement

By completing and signing this form, the organization confirms that the requested Charitable Gambling Tax Funds will be spent for a lawful purpose. This request is a one-time request for funds to be awarded in the next fiscal year, and the applicant understands requests for future funding will require a new separate application.

Name

Phil A Pascuzzi

Title

Chairperson, Board of Directors

Date

4/18/2024

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Charitable Gambling](#); [Heidi Andrea](#)
Subject: Online Form Submittal: Charitable Gambling Tax Funds Application
Date: Tuesday, September 10, 2024 10:53:13 PM

Charitable Gambling Tax Funds Application

Charitable Gambling Tax Funds Application

Organization Name	Family Promise in Anoka County
Contact Name	Adam Monaghan
Contact Phone	7635697349
Contact Email Address	adam.monaghan@familypromiseanoka.org
Address	363 Coon Rapids Blvd NW
City	Coon Rapids
State	MN
Zip Code	55433
Type of Organization Making the Request	Non-Profit
Attach Form W9	w9 fpac 2022.pdf
Is your organization a 501C3?	Yes
Attach Proof of IRS 501c3 Status	IRS Determination Letter.pdf
How many residents of Blaine does your organization serve/impact?	60
How does your organization serve/impact the citizens of Blaine?	65 families and 237 individuals were served by Family Promise in Anoka County in 2023 and the total number of individuals will likely be much higher in 2024. About 50-60 individuals per year of these Anoka County residents are from addresses in Blaine or move to Blaine after overcoming homelessness or a housing insecurity crisis. Family Promise supports families with children to prevent homelessness or overcome homelessness through community support, case management, and financial assistance when needed.

(Section Break)

Request Information

Did your organization receive funding in the prior year?

Yes

Please describe how the funds were used to benefit the Blaine community.

Family Promise in Anoka County operates three primary programs to serve Blaine and Anoka County families experiencing homelessness or housing insecurity. Prevention supports families who are at risk of losing their housing. Shelter is a temporary solution for families who have already lost their housing and are homeless. Stabilization provides continued support for families to overcome long term barriers and improve their financial and housing situation.

100% of families who complete the Prevention and Stabilization programs are still housed after six months. Family Promise programs empower families to build a foundation of lasting independence through case management (required for 90 days), required budgeting classes, and required monthly life skills training. Each family is paired with a volunteer mentor from the congregations supporting the organization. The mentor provides budget coaching, encouragement and support to the families served on top of the case management services they are already receiving.

Funds invested into Family Promise in Anoka County, including the funds from the 2023 grant award, provided stability and the foundation for the fastest growing of prevention. Families were able to stay in their housing and children were able to avoid the trauma of shelter and homelessness altogether.

Attach additional information, if available.

Field not completed.

Amount of Request

12,500

In detail, explain how the funds requested will be utilized.

We are preparing to break ground in 2025 on a new 8-unit Guest House, which will serve as housing for families in our Shelter program. Each unit will have its own bathroom and small kitchen, allowing families a higher level of dignity, autonomy and privacy. A community room and commercial-grade kitchen will provide space for community meals, hospitality, and educational opportunities. We are building spaces where children and parents will feel truly at home.

Our program must be sustained at a higher level in the coming years to meet the housing insecurity needs in Blaine and the

Anoka County community. This funding would further the ongoing programatic needs to effectively and efficiently serve more families to build a foundation of housing independence because we believe that every child deserves a home.

Other Supplemental Information

Field not completed.

Often, applicants are not awarded the full amount requested; can your organization utilize a partial award?

Yes

If yes, how will the partial award be utilized?

Family Promise is funded by a combination of individual donors, local businesses and corporations, congregations of faith, civic and community organizations, philanthropic grantors and non-profit organizations. The more funding the Family Promise program receives dedicated to ongoing program operations, the more families will be able to be served and avoid homelessness saving state, county, and city funds and investment long term and preventing children from experiencing the trauma of homelessness.

Acknowledgement

By completing and signing this form, the organization confirms that the requested Charitable Gambling Tax Funds will be spent for a lawful purpose. This request is a one-time request for funds to be awarded in the next fiscal year, and the applicant understands requests for future funding will require a new separate application.

Name

Adam Monaghan

Title

Director of Engagement & Operations

Date

9/10/2024

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From: noreply@civicplus.com
To: [Charitable Gambling](#); [Heidi Andrea](#)
Subject: Online Form Submittal: Charitable Gambling Tax Funds Application
Date: Tuesday, June 11, 2024 2:49:16 PM

Charitable Gambling Tax Funds Application

Charitable Gambling Tax Funds Application

Organization Name	GRACE Incorporated
Contact Name	Kari Bednarczyk
Contact Phone	612-481-6362
Contact Email Address	kari@branchinggrace.com
Address	15840 Jay Street Northwest
City	Andover
State	Minnesota
Zip Code	55304
Type of Organization Making the Request	Non-Profit
Attach Form W9	W-9.pdf
Is your organization a 501C3?	Yes
Attach Proof of IRS 501c3 Status	FinalLetter_47-5526550_GRACEINCORPORATED_11132015 (4).tif
How many residents of Blaine does your organization serve/impact?	40 families and growing
How does your organization serve/impact the citizens of Blaine?	GRACE stands for Granting Respite and Care for the Extraordinary. As a parent with abled children we don't realize just how life-altering raising a child with special needs can be. Caregivers often go through a wide range of emotional struggles including; denial, anxiety, sleep deprivation, depression, loneliness, and grief. Any one of these struggles can be debilitating, imagine suffering with all of them at the same time. Being a Pediatric Occupational Therapist for over 20 years I have witnessed,

supported and coached caregivers in and through these stages. My heart has experienced sadness, empathy, sorrow, excitement and joy for these caregivers. We support and bring awareness to the special needs community by providing respite events and parent informational and support groups in the Twin Cities. We have hosted 8 respite (one in Blaine) events supporting 40 families, 53 children and training 75 volunteers.

(Section Break)

Request Information

Did your organization receive funding in the prior year?

No

Amount of Request

10,000

In detail, explain how the funds requested will be utilized.

We dream to host more respite events and parent educational community groups, expanding to new venues around the Twin Cities. Our goal is to reduce isolation, divorce rate and depression in this demographic. GRACE hosts children with special needs and their families for an evening of supported play and education. The children and their siblings have a non-judgmental place to play with a buddy (trained GRACE volunteer) and participate in purposefully planned activities (by our expert occupational therapy and special education board). While the children play, the parents get to learn, connect and build friendships during our educational community group called "The Chat". The Chat provides a catered dinner, informational and supportive presentation by an experienced speaker, a collaborative round table discussion and most of all, time to build relationships and connect.

Having a child with a disability is often isolating. The grieving process at diagnosis is often long and the news can be devastating. The divorce rate is higher among these families and the family structure is often compromised and stressed. We believe bringing kids together to play, encouraging families and caregivers to meet, create connection and share resources can be the solution to feelings of isolation. Our GRACE families and children witness immediate acceptance and a newfound joy around their circumstances. This makes the burden a little lighter and the community a little stronger.

We are in need of funds to scholarship families to be able to attend our events, hire speakers and provide food for our parent groups, train volunteers for our one on one buddy play and buy materials for the activities for children and their siblings during the event.

Other Supplemental Information

[Grace, Inc. \(2Mins Final\).mov](#)

Often, applicants are not awarded the full amount requested; can your organization utilize a partial award?	Yes
If yes, how will the partial award be utilized?	A partial award would go towards a specific offering such as providing food for "The Chat" (our parent group) or scholarship a few families to be able to attend all events for the school year.
Acknowledgement	By completing and signing this form, the organization confirms that the requested Charitable Gambling Tax Funds will be spent for a lawful purpose. This request is a one-time request for funds to be awarded in the next fiscal year, and the applicant understands requests for future funding will require a new separate application.
Name	Kari Bednarczyk
Title	Founder and Executive Director
Date	6/11/2024

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From: noreply@civicplus.com
To: [Charitable Gambling](#); [Heidi Andrea](#)
Subject: Online Form Submittal: Charitable Gambling Tax Funds Application
Date: Monday, September 9, 2024 3:08:41 PM

Charitable Gambling Tax Funds Application

Charitable Gambling Tax Funds Application

Organization Name	HOPE 4 Youth
Contact Name	Nikki Calvin
Contact Phone	7633232066
Contact Email Address	nkalvin@hope4youthmn.org
Address	10250 Foley Blvd N #48010
City	Coon Rapids
State	MN
Zip Code	55448
Type of Organization Making the Request	Non-Profit
Attach Form W9	2024 HOPE 4 Youth W9.pdf
Is your organization a 501C3?	Yes
Attach Proof of IRS 501c3 Status	H4Y 501.c.3 Exempt.pdf
How many residents of Blaine does your organization serve/impact?	54 youth were served in 2023 to 2024 which is a 25% increase over 2022-23
How does your organization serve/impact the citizens of Blaine?	Our mission is to provide pathways to end youth homelessness. Unfortunately, youth experiencing homelessness have few holistic supports, especially in Anoka County. Founded in 2013, HOPE 4 Youth began the first and only Drop-In Center serving youth between the ages of 16 - 24 in the North Metro area. We grew to address interconnected issues of youth experiencing homelessness, forming the pillars of our nameplate: Housing, Outreach, Prevention, and Education/Employment. Momentum growing, we purchased a local building in 2015 to expand

programming to include transitional housing, HOPE Place. In 2019, HOPE 4 Youth piloted Host Homes (formerly HOPE Homes), a program directly mediates between youth and Host Families they already know, into mutually respectful solutions. Our program is open to all youth and directly supports youth living in Blaine MN. We appreciate the partnerships with the Blaine Police Department, Blaine Festival Committee, and so many other amazing organizations in Blaine!

(Section Break)

Request Information

Did your organization receive funding in the prior year?

Yes

Please describe how the funds were used to benefit the Blaine community.

HOPE 4 Youth operates in Anoka, where we are the first and only organization in the northwest metro hosting a drop-in center for youth experiencing homelessness. 61% of the youth we serve are from Anoka County, and the city of Blaine is our fifth most common last reported permanent address that youth share with us. HOPE 4 Youth has a net of collaborative partners 138 agencies wide, and over 300 volunteers from our surrounding area support our mission in one-time and ongoing capacities.

Attach additional information, if available.

[Annual Impact Report 2024 - FINAL.pdf](#)

Amount of Request

15,000

In detail, explain how the funds requested will be utilized.

Funds from Blaine Charitable Gambling will directly support our mission to reach local youth at our Drop-In Center to give them the tools to find long-term housing stability. Funding will come at a time of record numbers of youth served at our Center and in case management. This fall, we are expecting an increase in youth visits as school begins, and are building on our school-based outreach efforts to ensure any student who is struggling has the wrap-around supports to stabilize their situation and thereby prevent homelessness.

Other Supplemental Information

[HOPE 4 Youth Logic Model 12.20.2024.pdf](#)

Often, applicants are not awarded the full amount requested; can your organization utilize a partial award?

Yes

If yes, how will the partial award be utilized?	The partial award will be utilized to directly support our mission to reach local youth at our Drop-In Center to give them the tools to find long-term housing stability. The need is at the highest we have ever seen!
Acknowledgement	By completing and signing this form, the organization confirms that the requested Charitable Gambling Tax Funds will be spent for a lawful purpose. This request is a one-time request for funds to be awarded in the next fiscal year, and the applicant understands requests for future funding will require a new separate application.
Name	Nikki Calvin
Title	Director of Advancement
Date	9/9/2024

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From: noreply@civicplus.com
To: [Charitable Gambling](#); [Heidi Andrea](#)
Subject: Online Form Submittal: Charitable Gambling Tax Funds Application
Date: Wednesday, May 8, 2024 12:23:56 PM

Charitable Gambling Tax Funds Application

Charitable Gambling Tax Funds Application

Organization Name	Hope for the Community
Contact Name	Dr. Alan W Goracke
Contact Phone	7634646133
Contact Email Address	pastoral@skypoint.com
Address	1264 109th Avenue NE
City	Blaine
State	MN
Zip Code	55434
Type of Organization Making the Request	Non-Profit
Attach Form W9	W9 City of Blaine (2).pdf
Is your organization a 501C3?	Yes
Attach Proof of IRS 501c3 Status	HFTC IRS LETTER.pdf
How many residents of Blaine does your organization serve/impact?	4000-5000 weekly
How does your organization serve/impact the citizens of Blaine?	Our mission is Fighting Hunger, Delivering Hope®- We accomplish this by operating the largest food shelf in Blaine/Anoka County- we are volunteer driven and operated therefore donations will go to the purchase of food. Every \$5000 can purchase approximately 30,000+ lbs. of food. We do this through our strong buying power!

(Section Break)

Request Information

Did your organization receive funding in the prior year?	Yes
Please describe how the funds were used to benefit the Blaine community.	100% was used to purchase food which fed 4000-5000 citizens for 3 weeks
Attach additional information, if available.	<i>Field not completed.</i>
Amount of Request	\$15,000
In detail, explain how the funds requested will be utilized.	100% will be used to purchase food from Second Harvest Heartland
Other Supplemental Information	<i>Field not completed.</i>
Often, applicants are not awarded the full amount requested; can your organization utilize a partial award?	Yes
If yes, how will the partial award be utilized?	100% will be used to purchase food from Second Harvest Heartland
Acknowledgement	By completing and signing this form, the organization confirms that the requested Charitable Gambling Tax Funds will be spent for a lawful purpose. This request is a one-time request for funds to be awarded in the next fiscal year, and the applicant understands requests for future funding will require a new separate application.
Name	Dr. Alan Goracke
Title	CEO
Date	5/8/2024

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From: noreply@civicplus.com
To: [Charitable Gambling](#); [Heidi Andrea](#)
Subject: Online Form Submittal: Charitable Gambling Tax Funds Application
Date: Friday, May 10, 2024 12:30:20 PM

Charitable Gambling Tax Funds Application

Charitable Gambling Tax Funds Application

Organization Name	Impact Services, Inc.
Contact Name	Paula Coffey
Contact Phone	763-264-4041
Contact Email Address	ExecDirector@impactservicesmn.org
Address	11490 Xeon St NW #100
City	Coon Rapids
State	Minnesota
Zip Code	55448
Type of Organization Making the Request	Non-Profit
Attach Form W9	IS W-9 mow dba 2024.pdf
Is your organization a 501C3?	Yes
Attach Proof of IRS 501c3 Status	Impact Services Inc 501(c)3 status.pdf
How many residents of Blaine does your organization serve/impact?	currently 55 residents
How does your organization serve/impact the citizens of Blaine?	Meals on Wheels of Anoka County plays a vital role in serving and impacting the citizens of Blaine by addressing the nutritional needs of various vulnerable populations within the community. Our organization serves as a lifeline for individuals who are at nutritional risk, including: 1. Senior Citizens: Many elderly residents in Blaine rely on Meals on Wheels to provide them with nutritious meals that support their health and well-being. For seniors who may have difficulty shopping for groceries or preparing meals, our service ensures

they receive the nourishment they need to maintain their independence and quality of life.

2. People with Disabilities: Individuals with disabilities in Blaine benefit from our meal delivery service, which helps alleviate the challenges they may face in accessing nutritious food. By delivering meals directly to their homes, we support their ability to live independently and improve their overall health outcomes.

3. People with Mental Health Concerns: Mental health concerns can often impact an individual's ability to maintain a healthy diet. Our organization recognizes the importance of nutrition in mental wellness and ensures that individuals in Blaine dealing with mental health challenges have access to balanced and nutritious meals to support their recovery and well-being.

4. People Recovering from Medical Procedures: Following a medical procedure, proper nutrition is essential for recovery and healing. Meals on Wheels of Anoka County provides a valuable resource for individuals in Blaine who may be recuperating at home by delivering meals that are tailored to their dietary needs and support their recovery process.

5. Pregnant Women on Bed Rest and Families Dealing with Ill Loved Ones: Pregnancy complications or caring for a sick family member can create additional stress and challenges, including difficulty in meal preparation. Our organization extends its services to pregnant women on bed rest and families in Blaine dealing with the illness of a loved one, providing them with nutritious meals to alleviate some of the burden and ensure they receive adequate nourishment during challenging times. By serving these vulnerable populations in Blaine, Meals on Wheels of Anoka County not only addresses immediate nutritional needs but also contributes to the overall health, independence, and well-being of individuals and families within the community. We strive to be a reliable and supportive resource for those in need, whether they require short-term assistance during a medical crisis or long-term support to maintain their health and independence at home.

(Section Break)

Request Information

Did your organization receive funding in the prior year?

No

Amount of Request

10,000

In detail, explain how the funds requested will be utilized.

This grant would help us cover portions of our budget that need additional funding including helping to covering meal costs for individuals who do not receive waivers but are unable to afford private pay, and portions of the funds requested will be utilized to support the overall health and sustainability of Meals on Wheels

of Anoka County in several key areas:

1. Operational Costs: This includes expenses related to administration, staff salaries, office supplies, utilities, and other overhead costs necessary for the day-to-day functioning of the organization. Ensuring that our operational infrastructure is robust and well-supported is essential for delivering meals efficiently and effectively to our community members in need.
2. Volunteer Recruitment and Training: Volunteers are the backbone of our organization, and investing in their recruitment, training, and retention is essential for ensuring that we have a dedicated and reliable workforce to deliver meals to our clients. Funds will be used to support volunteer recruitment efforts, provide training materials and resources, and recognize and appreciate the valuable contributions of our volunteers.
3. Community Outreach and Awareness: Raising awareness about our services and reaching out to potential clients who may benefit from our assistance is essential for fulfilling our mission. Funds will be allocated towards marketing, outreach events, and community engagement efforts to ensure that individuals in need are aware of the support available to them through Meals on Wheels of Anoka County.

By allocating funds towards these critical areas, we will not only be able to provide meals to those in need but also strengthen the foundation of our organization, ensuring its long-term sustainability and impact within the community.

Other Supplemental
Information

Field not completed.

Often, applicants are not awarded the full amount requested; can your organization utilize a partial award?

Yes

If yes, how will the partial award be utilized?

If we receive a partial grant, every dollar awarded will be strategically utilized to maximize our impact within the community while maintaining the sustainability of Meals on Wheels of Anoka County. Here's how we would allocate a partial award:

1. Meal Subsidies: A portion of the grant funds would be allocated towards covering the meal costs for individuals who cannot afford to pay for their meals but do not qualify for waivers. This ensures that no one in our community goes hungry due to financial constraints.
2. Operational Expenses: Another portion of the grant would be used to cover essential operational expenses, including staff salaries, administrative costs, utilities, and other overhead expenses necessary for the day-to-day functioning of our organization. By investing in our operational infrastructure, we can maintain the efficiency and effectiveness of our meal delivery services.

3. Volunteer Support: Volunteers are the backbone of our organization and supporting them is crucial for ensuring the continuity of our services. A portion of the grant would be used to recruit, train, and recognize volunteers, empowering them to continue making a meaningful impact in our community.

4. Community Outreach and Awareness: Finally, a portion of the grant would be allocated towards community outreach and awareness initiatives. By raising awareness about our services and reaching out to individuals in need, we can ensure that more people in our community receive the support they require. By thoughtfully allocating the partial grant towards these key areas, we can continue to serve our community effectively while working towards our mission of addressing food insecurity and promoting the health and well-being of individuals in Anoka County.

Acknowledgement	By completing and signing this form, the organization confirms that the requested Charitable Gambling Tax Funds will be spent for a lawful purpose. This request is a one-time request for funds to be awarded in the next fiscal year, and the applicant understands requests for future funding will require a new separate application.
Name	Paula Coffey
Title	Board Member
Date	5/10/2024

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From: noreply@civicplus.com
To: [Charitable Gambling](#); [Heidi Andrea](#)
Subject: Online Form Submittal: Charitable Gambling Tax Funds Application
Date: Wednesday, September 11, 2024 4:42:11 PM

Charitable Gambling Tax Funds Application

Charitable Gambling Tax Funds Application

Organization Name	Jam HOPE Foundation
Contact Name	Erin Kelly
Contact Phone	763-439-8370
Contact Email Address	eeekelly@jamhopefoundation.org
Address	1460 133rd Ln. NE
City	Ham Lake
State	MN
Zip Code	55304
Type of Organization Making the Request	Non-Profit
Attach Form W9	20240911153154442.pdf
Is your organization a 501C3?	Yes
Attach Proof of IRS 501c3 Status	IRS Determination Letter (3).pdf
How many residents of Blaine does your organization serve/impact?	Over 350
How does your organization serve/impact the citizens of Blaine?	Jam HOPE Foundation provides adapted and supported vocational, recreational, and social opportunities for youth and adults with disabilities. Jam HOPE is housed in Jam Hops in Ham Lake, which is a community hub for children to participate in gymnastics, dance, theatre, ninja, and an academic preschool, and staffs over 150 employees. Jam HOPE was created do ensure that all of our community members are included in these opportunities. We provide one-on-one support for children to participate in mainstream recreational classes and activities, offer

adapted classes in gymnastics, dance and ninja, and a sensory friendly open gym. In March of 2024 we opened our Jam HOPE Cafe as a vocational opportunity for teens and adults with disabilities. We currently partner with Anoka Hennepin and Spring Lake Park Schools, including Blaine High School and adult transition programs to provide work experience. We hosted 43 field trips in 2024 to date for local adult day programs and school special education programs. While Jam HOPE is proud to provide a safe and welcoming space for community members with disabilities to work, play, and learn, we feel that our greatest impact is being able to highlight and share the gifts and abilities they have to offer our community.

(Section Break)

Request Information

Did your organization receive funding in the prior year?

Yes

Please describe how the funds were used to benefit the Blaine community.

Jam HOPE was able to fully fund the building and opening of our Jam HOPE Cafe in March 2024. We also grew from 6-40 youth in our adapted classes and were able to provide staffing for one-on-one support for these children to participate, and also provided individual support for 7 children in mainstream recreational classes.

Attach additional information, if available.

Field not completed.

Amount of Request

\$10,000.00

In detail, explain how the funds requested will be utilized.

Jam HOPE relies on grants and donations to cover our operating costs, with our primary expense being to provide one-on-one support for our youth and teens with disabilities and ASL interpreters for families with children who are deaf hard-of-hearing. Youth in these programs pay tuition, and we are committed to keeping our tuition rates at the same as typical ability peers. This leaves us at a monthly tuition to payroll deficit of approximately \$3500/month to provide this individual support.

Thank you for considering sustaining our programming and helping us break down barriers to inclusivity for our community members with disabilities.

Other Supplemental Information

Field not completed.

Often, applicants are

Yes

not awarded the full amount requested; can your organization utilize a partial award?

If yes, how will the partial award be utilized?

A partial award would still be used to offset our monthly tuition to payroll deficit in order to sustain our current programming.

Acknowledgement

By completing and signing this form, the organization confirms that the requested Charitable Gambling Tax Funds will be spent for a lawful purpose. This request is a one-time request for funds to be awarded in the next fiscal year, and the applicant understands requests for future funding will require a new separate application.

Name

Erin Kelly

Title

Executive Director

Date

9/11/2024

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Charitable Gambling](#); [Heidi Andrea](#)
Subject: Online Form Submittal: Charitable Gambling Tax Funds Application
Date: Tuesday, August 27, 2024 10:22:55 PM

Charitable Gambling Tax Funds Application

Charitable Gambling Tax Funds Application

Organization Name	MN 100 Club
Contact Name	Julie Nelson Gotham
Contact Phone	6128594576
Contact Email Address	execdir@mn100club.org
Address	PO BOX 1066
City	ANOKA
State	Minnesota
Zip Code	55303-0599
Type of Organization Making the Request	Non-Profit
Attach Form W9	w9 5 23.pdf
Is your organization a 501C3?	Yes
Attach Proof of IRS 501c3 Status	Determination Letter.pdf
How many residents of Blaine does your organization serve/impact?	All First Responders and their families
How does your organization serve/impact the citizens of Blaine?	The MN 100 Club provides emergency financial assistance to the families of First Responders who are critically injured or killed in the line of duty.

(Section Break)

Request Information

Did your organization receive funding in the prior year?	Yes
Please describe how the funds were used to benefit the Blaine community.	Emergency financial assistance to First Responders.
Attach additional information, if available.	<i>Field not completed.</i>
Amount of Request	\$5000
In detail, explain how the funds requested will be utilized.	Funds will be used to directly support First Responder families when a death or critical injury occurs. The MN 100 Club will sponsor a mental health conference in 2024 to which all First Responders are invited.
Other Supplemental Information	<i>Field not completed.</i>
Often, applicants are not awarded the full amount requested; can your organization utilize a partial award?	Yes
If yes, how will the partial award be utilized?	Any amount given will support First Responders.
Acknowledgement	By completing and signing this form, the organization confirms that the requested Charitable Gambling Tax Funds will be spent for a lawful purpose. This request is a one-time request for funds to be awarded in the next fiscal year, and the applicant understands requests for future funding will require a new separate application.
Name	Julie Nelson Gotham
Title	Executive Director
Date	8/27/2024

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Charitable Gambling](#); [Heidi Andrea](#)
Subject: Online Form Submittal: Charitable Gambling Tax Funds Application
Date: Thursday, August 29, 2024 7:13:09 PM

Charitable Gambling Tax Funds Application

Charitable Gambling Tax Funds Application

Organization Name	Robert and Wilma Burbach Bike Foundation, dba Bikes4Kids
Contact Name	Julie Gotham
Contact Phone	6128594576
Contact Email Address	julie@gothammail.com
Address	11427 Kenyon CT NE, Blaine MN 55449
City	BLAINE
State	MN
Zip Code	55449
Type of Organization Making the Request	Non-Profit
Attach Form W9	W9 B4K.pdf
Is your organization a 501C3?	Yes
Attach Proof of IRS 501c3 Status	Bikes 4 Kids Federal letter.pdf
How many residents of Blaine does your organization serve/impact?	250-300
How does your organization serve/impact the citizens of Blaine?	We collect used bicycles from the Blaine police department and recycling center. Walter's Recycling also collects bikes on our behalf--keeping all of these bikes from landfills. We refurbish these bikes and return them to community members--adults and children--who are in need of bikes for transportation and exercise/recreation. Between 250and 300 refurbished bikes go back to the Blaine community or surrounding area (via school districts) each year.

(Section Break)

Request Information

Did your organization receive funding in the prior year?

No

Amount of Request

\$5000

In detail, explain how the funds requested will be utilized.

Funds will be used to purchase parts and buy new helmets. Including all operational costs, each bike costs about \$60 to repair and return to a person in need in the community. In the Blaine area, that totals nearly \$15,000 per year.

Other Supplemental Information

Field not completed.

Often, applicants are not awarded the full amount requested; can your organization utilize a partial award?

Yes

If yes, how will the partial award be utilized?

Same as above.

Acknowledgement

By completing and signing this form, the organization confirms that the requested Charitable Gambling Tax Funds will be spent for a lawful purpose. This request is a one-time request for funds to be awarded in the next fiscal year, and the applicant understands requests for future funding will require a new separate application.

Name

Julie Nelson Gotham

Title

Executive Director

Date

8/27/2024

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Charitable Gambling](#); [Heidi Andrea](#)
Subject: Online Form Submittal: Charitable Gambling Tax Funds Application
Date: Friday, August 30, 2024 11:25:35 AM

Charitable Gambling Tax Funds Application

Charitable Gambling Tax Funds Application

Organization Name	Stepping Stone Emergency Housing
Contact Name	Jeff Conner
Contact Phone	7633705744
Contact Email Address	jeff.conner@steppingstoneeh.org
Address	3300 N 4th Ave #14
City	Anoka
State	MN
Zip Code	55303
Type of Organization Making the Request	Non-Profit
Attach Form W9	SSEH W-9.pdf
Is your organization a 501C3?	Yes
Attach Proof of IRS 501c3 Status	501c3 Letter.pdf
How many residents of Blaine does your organization serve/impact?	Blaine residents at the shelter rank 3rd in Anoka County.
How does your organization serve/impact the citizens of Blaine?	SSEH maintains a home and provided case management services in Blaine for our Long Term Housing programs where two residents live. Stepping Stone Emergency Housing is the only licensed, single adult homeless shelter in Anoka County. Our facility allows 66 men and women to live safely and securely as they work toward self-reliance, of which long-term stable housing is a necessary "stepping stone" to end the cycle of homelessness. Our unique programming puts the entire focus of a resident's stay on

housing, including getting to the root cause of their homelessness: lack of education, unemployment or under employment, need for affordable housing, or making positive choices. Working with a case manager, each resident completes an Individual Goal Plan that identifies their ultimate goal and breaks it down into attainable steps to reach that goal. This programming offers hope and the tools needed to ensure a new future that doesn't include homelessness.

(Section Break)

Request Information

Did your organization receive funding in the prior year?

Yes

Please describe how the funds were used to benefit the Blaine community.

Funds were used to provide emergency shelter, food, clothing and case management to Blaine residents 18 and older who experienced homelessness.

Attach additional information, if available.

Field not completed.

Amount of Request

\$12,000

In detail, explain how the funds requested will be utilized.

Funds will be used to provide food, shelter and clothing to our residents of the shelter as they strive for stable housing. Additionally, funds will be used to provide case management and other resources to help residents identify and overcome their specific barriers to stable housing.

Our current cost for sheltering a resident for one night and providing the necessary programming has risen from \$55/night to \$103/night of shelter. The need is great and the resources are limited. Your help will make a difference in the lives of these individuals who are working to improve their lives.

Other Supplemental Information

Field not completed.

Often, applicants are not awarded the full amount requested; can your organization utilize a partial award?

Yes

If yes, how will the partial award be

Funds would be utilized in the same way, we'd just have less to provide for the same amount of need.

utilized?

Acknowledgement	By completing and signing this form, the organization confirms that the requested Charitable Gambling Tax Funds will be spent for a lawful purpose. This request is a one-time request for funds to be awarded in the next fiscal year, and the applicant understands requests for future funding will require a new separate application.
Name	Jeff Conner
Title	Development Officer
Date	8/30/2024

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Charitable Gambling](#); [Heidi Andrea](#)
Subject: Online Form Submittal: Charitable Gambling Tax Funds Application
Date: Thursday, May 23, 2024 11:54:18 AM

Charitable Gambling Tax Funds Application

Charitable Gambling Tax Funds Application

Organization Name	Superman Sam's Survival Kit
Contact Name	Jamie Grant
Contact Phone	763-227-3299
Contact Email Address	jamiegrant@s3kit.org
Address	15496 Wintergreen Street NW
City	Andover
State	Minnesota
Zip Code	55304
Type of Organization Making the Request	Non-Profit
Attach Form W9	W9S3Kit2024.pdf
Is your organization a 501C3?	Yes
Attach Proof of IRS 501c3 Status	501(c)(3).pdf
How many residents of Blaine does your organization serve/impact?	1 so far
How does your organization serve/impact the citizens of Blaine?	We serve all families and caregivers who will bring a child home from the hospital with a live saving breathing tube (tracheostomy). We do this by giving a basket filled with items to ease their transition home.

(Section Break)

Request Information

Did your organization receive funding in the prior year?	No
Amount of Request	5,000
In detail, explain how the funds requested will be utilized.	Each basket costs \$175. We would be able to provide about twenty-eight baskets to families and caregivers in Blaine and across the United States. We are happy to provide a detailed statement upon completion of using the funds.
Other Supplemental Information	S3KitBrochure.pdf
Often, applicants are not awarded the full amount requested; can your organization utilize a partial award?	Yes
If yes, how will the partial award be utilized?	We would use the partial reward to provide baskets to family's and caregivers.
Acknowledgement	By completing and signing this form, the organization confirms that the requested Charitable Gambling Tax Funds will be spent for a lawful purpose. This request is a one-time request for funds to be awarded in the next fiscal year, and the applicant understands requests for future funding will require a new separate application.
Name	Jamie Grant
Title	Executive Director
Date	5/22/2024

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Charitable Gambling](#); [Heidi Andrea](#)
Subject: Online Form Submittal: Charitable Gambling Tax Funds Application
Date: Friday, September 13, 2024 7:47:20 PM

Charitable Gambling Tax Funds Application

Charitable Gambling Tax Funds Application

Organization Name	The Salvation Army Blaine Office
Contact Name	Sue Rosendahl
Contact Phone	763-755-6873
Contact Email Address	sue.rosendahl@usc.salvationarmy.org
Address	1201 89th Ave NE Suite 1200
City	Blaine
State	MN
Zip Code	55434
Type of Organization Making the Request	Non-Profit
Attach Form W9	Tax Exempt TSA.pdf
Is your organization a 501C3?	Yes
Attach Proof of IRS 501c3 Status	Charitable Gambling TSA.pdf
How many residents of Blaine does your organization serve/impact?	5000
How does your organization serve/impact the citizens of Blaine?	The Salvation Army office is located in the Blaine Human Service Building. We have a food shelf that uses a client choice model that serves all of Anoka County and allows households to get food monthly. We also have three housing programs through our FHPAP Program. Through FHPAP we offer Rapid Re-Housing to households experiencing homelessness that assists the homeless population to secure housing. Also, we have funds for Prevention which assists households facing an eviction. Our newest program that we added this year is Homeless Street

Outreach. We have met with the Blaine Police to offer our services as they locate homeless individuals. Our Street Outreach allows us to go out in the community to find pockets of homelessness and offer resources and food and transportation. The goal is to get them off the streets into shelter or housing of their own. We also have a program called HeatShare where we can assist with funds to households facing a disconnect on their utilities.

(Section Break)

Request Information

Did your organization receive funding in the prior year?

Yes

Please describe how the funds were used to benefit the Blaine community.

We used the funds to purchase meat and fresh produce at our food shelf. Due to being located in the Blaine Human Service Building we work with many different ethnic groups and cultures. With the funds we were able to purchase Halal meat to support the Muslim community.

Attach additional information, if available.

Field not completed.

Amount of Request

10,000

In detail, explain how the funds requested will be utilized.

We will use the funds again to purchase food for the food shelf. Due to the rising costs of food, meat and produce the funds will allow us to continue purchasing culturally specific food items.

Other Supplemental Information

Field not completed.

Often, applicants are not awarded the full amount requested; can your organization utilize a partial award?

Yes

If yes, how will the partial award be utilized?

Same as above as any amount of funds will be appreciated.

Acknowledgement

By completing and signing this form, the organization confirms that the requested Charitable Gambling Tax Funds will be spent for a lawful purpose. This request is a one-time request for funds to be awarded in the next fiscal year, and the applicant understands requests for future funding will require a new

separate application.

Name	Sue Rosendahl
Title	Lead Social Worker
Date	9/13/2024

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Charitable Gambling](#); [Heidi Andrea](#)
Subject: Online Form Submittal: Charitable Gambling Tax Funds Application
Date: Tuesday, July 23, 2024 11:29:54 AM

Charitable Gambling Tax Funds Application

Charitable Gambling Tax Funds Application

Organization Name	Way of the Lord Inc, Food Shelf
Contact Name	Audrey Halverson
Contact Phone	7637554800
Contact Email Address	adminwotc@comcast.net
Address	804 131st Ave NE
City	Blaine
State	MN
Zip Code	55434
Type of Organization Making the Request	Non-Profit
Attach Form W9	W-9 City of Blaine.pdf
Is your organization a 501C3?	Yes
Attach Proof of IRS 501c3 Status	WOTL Federal IRS EIN Tax Exempt Determination.pdf
How many residents of Blaine does your organization serve/impact?	550-600 senior, adult & children per month
How does your organization serve/impact the citizens of Blaine?	As a food shelf, we provide large quantities of fresh produce, canned/boxed shelf staple items, dairy products, milk, proteins and personal products as they are available. We also work with the Diaper Bank of MN to provide diapers and wipes to families. We impact Blaine citizens by helping to stretch their food dollars to better meet the nutritional needs of each family. We endeavor to provide culturally sensitive products to meet many diverse dietary needs. We provided free produce to anyone attending the Johnsville Neighborhood garage sale this past May, giving out a

ton of potatoes, onions, carrots, apples and cabbage in a few hours and we hope to do another produce drop within the Blaine area during the early fall.

(Section Break)

Request Information

Did your organization receive funding in the prior year?

Yes

Please describe how the funds were used to benefit the Blaine community.

As a volunteer organization all funds are used for direct client benefit. Funds will purchase food and help pay for utilities. We are able to help meet food insecurities within our Blaine community

Attach additional information, if available.

Field not completed.

Amount of Request

12000.00

In detail, explain how the funds requested will be utilized.

To access sufficient food to meet the need within our community, especially those on a fixed income. We have many immigrant families that use large quantities of basic items (potatoes, onions, cabbage, carrots, apples, sweet potatoes). Our greatest challenge is to procure protein (meat items) due to the cost of providing for 300-400 families each month

Other Supplemental Information

Field not completed.

Often, applicants are not awarded the full amount requested; can your organization utilize a partial award?

Yes

If yes, how will the partial award be utilized?

Same as above

Acknowledgement

By completing and signing this form, the organization confirms that the requested Charitable Gambling Tax Funds will be spent for a lawful purpose. This request is a one-time request for funds to be awarded in the next fiscal year, and the applicant understands requests for future funding will require a new separate application.

Name

Audrey Halverson

Title	Office Manager
Date	7/23/2024

Email not displaying correctly? [View it in your browser.](#)



804 131st Ave NE, Blaine, MN 55434 | (763) 755-4800 | wayofthelord.org

Marcy 27, 2024

Jason Zimmerman, Finance Director
City of Blaine
10801 Town Square Drive
Blaine, MN 55449

Re: Request for funding through the 2025 Charitable Gambling Fund

The Way of the Lord Food Shelf is housed in a former garage on the property at 804 131st Ave NE, Blaine. This Food Shelf has been serving the surrounding communities since 2009. It is run by an unpaid Volunteer Food Shelf Board and staffed solely by unpaid volunteers. In 2013 we were able to build an addition to accommodate the walk-in cooler and freezer. The funds for this addition came primarily from a memorial gift. In 2023 we completed the addition to the Food Shelf Building to increase storage, shopping flow within the building and safety. The \$25,000 donation from the Charitable Gambling Fund helped to make this expansion possible.

2023 Statistics: 229+ tons of food, 10,590+ people served, 196+ volunteer hours (monthly average). We have seen a 42% increase in working families and large extended families of multiple ethnic backgrounds during the year. (New families from Blaine: average 4 per month).

Our Current Need: To procure funding to help us meet the rapidly increasing need for both raw produce and shelf stable food supplies within the Northwest Metro, (Blaine, Coon Rapids, Andover, Ham Lake). Meat and other protein sources are increasingly difficult to acquire. Funding from the Charitable Gambling Fund helps us to be able to continue to provide needed protein.

How we strive to meet the needs within the community: Over 85% of our clients come from a large underserved Ukrainian/Slavic immigrant population in the surrounding area, especially Blaine and Coon Rapids. Many are elderly or have large extended families that rely heavily on large quantities (200-300 lbs.) of basic produce (potatoes, onions, cabbage, carrots, apples, etc.) In the past year we have seen an increase in African, Asian & Hispanic clients. We continue to allow our clients to "shop" for what they need and are one of the few Food Shelves in the region to do so.

This year we plan to look for additional ways to meet the needs within our community. One opportunity is the Johnsville Neighborhood Garage Sale (May 11, 2024) where we will set up a tent in the parking lot and offer produce and water to anyone who comes. We are looking to do One day produce drops thru Second Harvest in specific locations during the summer months.

Funding requests: \$12,000.00 to help meet our annual budget to procure needed food for the growing number of individuals and families requesting help to meet food insecurity within their home

Thank you for considering our request to include Way of the Lord Food Shelf in the annual Charitable Gambling Funding budget for 2025.

On behalf of the Way of the Lord Food Shelf Board

Geniene Haack
Audrey Halverson Church Administrator



Charitable Gambling Fund

Council Workshop | Finance

09/30/2024

Charitable Gambling Fund Overview

Purpose

- To account for the proceeds of the 10% Charitable Gambling contribution

Background

- Fund created in 1993
- Funding Sources: 10% Charitable Gambling
- Expenses: Allocations to eligible organizations per state statute
- Historical Process
 - Organizations submitted letters requesting funding
 - Council funded organizations based on:
 - Prior year allocation
 - Consideration of new requests

Contributing Organizations (2024)

- Blaine Youth Basketball
- Blaine Festival Committee
- Blaine Youth Hockey
- Centennial HS Football Boosters
- VFW - Sgt. John Rice
- Blaine Youth Football
- Spring Lake Park Lions Club
- Spring Lake Park #16 Youth Hockey

Eligible Uses (State Statute Section 349.12 subd. 25)



To a 501(c)(3) organization or a 501(c)(4) festival organization



To relieve effects of poverty, homelessness, or disability



For programs for education, prevention, or treatment of problem gambling



To a public or private nonprofit school



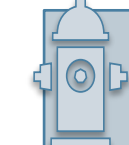
To a scholarship fund



For recognition of military service or support for active military personnel/immediate family members in need



For recreational activities and facilities for youth



For expenditures for police, fire, and other emergency or public safety-related services, equipment, and training



To a church



For citizen monitoring/data collection of surface water quality by individuals (PCA)



For wildlife management projects and activities that benefit the public-at-large (DNR)



For nutritional programs, food shelves, and congregate dining programs primarily for persons aged 62 or older or disabled



For community arts organizations, or sponsorship of community arts programs



For humanitarian service, recognizing volunteerism or philanthropy

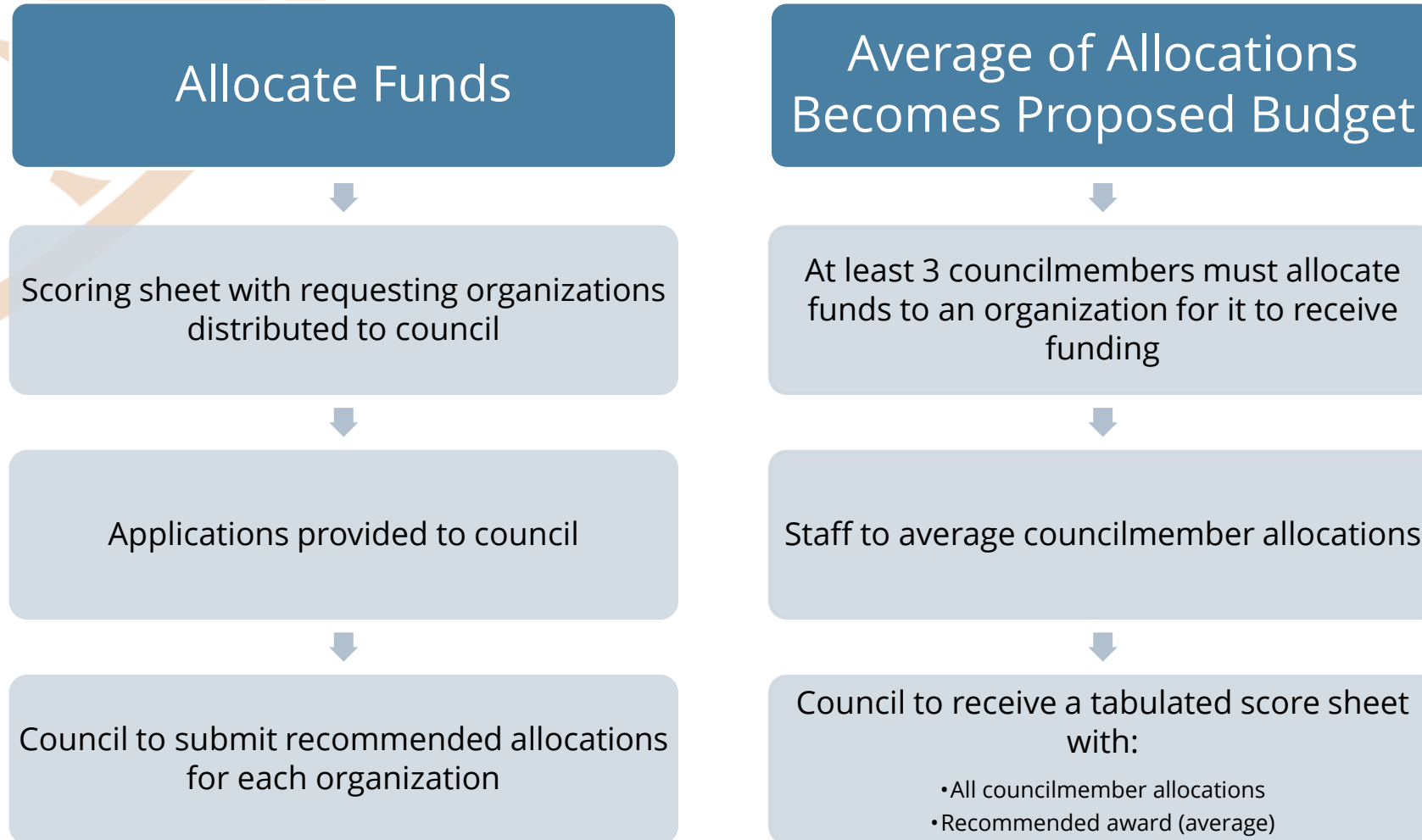


For supplies and materials for DNR coordinated education programs/safety training



For trail grooming or maintenance on trails open to public use (DNR)

Procedure/Policy Recommendation



Proposed Councilmember Scoring Sheet

	Organization	Amount Requested	Allocated Funding
Prior Year Requests	Alexandra House Inc	75,000	
	Anoka County Composite Squadron	7,500	
	Beyond the Yellow Ribbon	2,500	
	Blaine Band Boosters - Blaine Marching Band	1,500	
	Crime Stoppers of Minnesota	1,000	
	Family Promise in Anoka County	12,500	
	Hope 4 Youth	15,000	
	Hope for the Community	15,000	
	Impact Services, Inc	10,000	
	Jam Hope Foundation	10,000	
	Minnesota 100 Club	5,000	
	SBM Fire - Annual fireworks show	40,000	
	Stepping Ston Emergency Housing	12,000	
	The Salvation Army Blaine Office	10,000	
	Way of the Lord food shelf	12,000	
New Requests	Blaine Youth Football	5,000	
	Cars for Neighbors, Inc	12,000	
	Grace Incorporated	10,000	
	Robert-Wilma Burbach Bike Foundation DBA Bike4Kids	5,000	
	Superman Sam's Survival Kit	5,000	
*	Centennial Community Food Shelf	-	
	Total	\$266,000	\$0
Remaining to allocate			\$192,818

- ▶ \$192,818 is available to allocate among the organizations (2023 total revenues)
- ▶ Organizations must receive allocations from at least 3 councilmembers to be considered for funding
- ▶ The recommended award will be the average of the councilmember allocations

* No form returned from these organizations; leaving Council the option to allocate funding

	2023 Actual	2024 Adopted	2025 Requested
Beginning Fund Reserve	247,497	253,064	215,564
<u>Revenues</u>			
Investment earnings	\$ 7,249	\$ -	\$ -
Charitable Gambling Contributions	192,818	175,000	175,000
Total	200,067	175,000	175,000
<u>Expenses</u>			
Existing Requests			
Alexandra House	60,000	75,000	75,000
Beyond the Yellow Ribbon	2,500	2,500	2,500
Boy Scout Troop 3509	750	-	-
Centennial Community food shelf	12,000	3,000	-
Civil Air Patrol (Anoka County Composite Squadron)	5,000	5,000	7,500
Crime Stoppers of Minnesota	-	-	1,000
Family Promise in Anoka County	12,000	12,000	12,500
Hope 4 Youth	12,000	12,000	15,000
Hope for the Community food shelf	12,000	12,000	15,000
Impact Services Meals on Wheels & More	-	-	10,000
Jam Hope Foundation	-	-	10,000
Minnesota 100 Club	5,000	5,000	5,000
Salvation Army food shelf	12,000	12,000	10,000
SBM Fire - Annual fireworks show	35,000	40,000	40,000
Senior High Schools			-
Blaine High School Senior All Night Party	750	-	-
Centennial High School Senior Party	750	-	-
Spring Lake Park High School Senior Party	750	-	-
Stepping Stone	12,000	12,000	12,000
Way of the Lord food shelf	12,000	12,000	12,000
New Requests			
Blaine Band Boosters - Marching Band	-	-	1,500
Blaine Youth Football	-	-	5,000
Cars for Neighbors, Inc.	-	-	12,000
Grace Incorporated	-	-	10,000
Impact Services Meals on Wheels & More	-	5,000	-
Jam Hope Foundation	-	5,000	-
Robert-Wilma Burbach Bike Foundation DBA Bikes4Kids	-	-	5,000
Superman Sam's Survival Kit	-	-	5,000
Total	194,500	212,500	266,000
Increase (decrease) in fund reserve	5,567	(37,500)	(91,000)
Ending Fund Reserve	\$ 253,064	\$ 215,564	124,564

Charitable Gambling Council Questions

- ▶ Does Council support the presented 2025 Charitable Gambling process?



City of Blaine Staff Report

File Number: 2024-398

Agenda Date	Status
September 30, 2024	
In Control	File Type
City Council	Workshop Item

New Business - Jason Zimmerman, Finance Director, Nikki Beckers, Finance Analyst

Agenda Item # 3.2

Communications Fund 2025 Budget

Background

Communications Fund

The City's Communications Fund accounts for activity supported by revenue received from cable franchise fees and Public, Educational, and Governmental (PEG) fees paid by cable television customers, with Comcast operating as the cable service provider for the entirety of Blaine. Franchise and PEG fees collected from cable television subscribers are passed through to the North Metro Telecommunications Commission (NMTC), which is the regulatory body that oversees the cable franchise for:

- Blaine
- Centerville
- Circle Pines
- Lexington
- Lino Lakes
- Ham Lake
- Spring Lake Park

The Commission uses these fees to provide its member cities with educational opportunities for youth, adults, and seniors; tape and film transfer services; coverage of high school sports, local news, and local elections; municipal programming, including city meetings, and other informative and interesting programming regarding their communities. A portion of the collected fees are distributed to Blaine and the other member cities and are used to repair or replace council control room equipment as needed. The fees distributed by NMTC have been steadily declining since 2022 and are anticipated to decline further for 2025. The decline in fees is related to FCC actions and subsequent court rulings that are changing the way franchise and PEG fees are assessed and collected.

The City was a partner in the issuance of the 2016A GO Capital Equipment Note that was issued by the

City of Circle Pines, and Blaine's share of the principal and interest is funded by franchise fees from North Metro TV. The final payment on this bond is scheduled for February 1, 2026.

Revenue

PEG fees shared with the member cities will equal \$100,000 in 2025 per NMTC's 2025 budget. Blaine's share of 55 percent is estimated to be \$55,000. NMTC recommended the City assume the 2025 funds can only be spent on capital expenses related to broadcasting council meetings.

Expenses

In 2023, a significant portion of the fund's expenditures were shifted to the General Fund. For 2024, the City's audio and video maintenance contract was shifted to the Facilities Fund. The only operating expenditure that remains in the fund is facilities charges of \$32,052.

Small capital equipment appropriations of \$15,000 are included in the event a piece of technical equipment fails during the year.

Capital

Within the proposed 2025-2029 Capital Improvement Plan is a proposed project to improve the amenities within the City Council Chambers. The project is tentatively planned for 2026 and includes a \$75,000 transfer from the Communications Fund to the Facilities Fund for technological components.

A copy of the presentation will be attached before noon on the day of the meeting.

Attachments:

- *Fund Summary – includes 2023 actuals, the 2024 budget, and the 2025-2029 outlook; with detailed revenue sources, expenses, and projected cash balances.*

Staff Recommendation

Provide feedback on the 2025 budget for the Communications Fund.

Questions for Council

Are there any questions regarding the 2025 Communications Fund budget?

Is there a consensus on the proposed Communications Fund budget?

Is any further information needed before adopting the 2025 Communications budget in December?

Attachment List

1. Fund Summary - Communications Fund
2. 2025 Communications Fund Presentation



City of Blaine, Minnesota
Communications Fund - 230
Summary of Revenues, Expenditures, and Change in Fund Balance
2025 Budget - As of September 17, 2024

	2023 Actual	2024 Adopted Budget	2025 Budget	2026 Projection	2027 Projection	2028 Projection	2029 Projection
Operating Revenues							
Cable Franchise Fees	\$ 109,965	\$ 79,500	\$ 52,500	\$ 49,875	\$ 47,381	\$ 45,012	\$ 42,761
Investment Earnings	3,657	-	-	-	-	-	-
Total Revenues	113,622	79,500	52,500	49,875	47,381	45,012	42,761
Operating Expenditures							
Contractual Services	16,302	-	-	-	-	-	-
Other Services & Charges	22,670	29,060	32,052	33,975	36,014	38,175	40,466
Capital Outlay	3,365	15,000	15,000	15,000	15,000	15,000	15,000
Total Expenditures	42,337	44,060	47,052	48,975	51,014	53,175	55,466
Revenues Over (Under) Expenditures	71,285	35,440	5,448	900	(3,633)	(8,163)	(12,705)
Other Financing Sources (Uses)							
Transfers In	-	-	-	-	-	-	-
Transfers Out to Facilities Capital Fund	-	-	-	75,000	-	-	-
Total Other Financing Sources (Uses)	-	-	-	(75,000)	-	-	-
Net Change in Fund Balance	71,285	35,440	5,448	(74,100)	(3,633)	(8,163)	(12,705)
Fund Balance, January 1	11,897	83,182	118,622	124,070	49,970	46,337	38,174
Fund Balance, December 31	83,182	118,622	124,070	49,970	46,337	38,174	25,469
Cash Balance, December 31	\$ 82,983	\$ 118,423	\$ 123,871	\$ 49,771	\$ 46,138	\$ 37,975	\$ 25,270



Communications Fund 2025 Budget

Council Workshop | Finance

09/30/2024

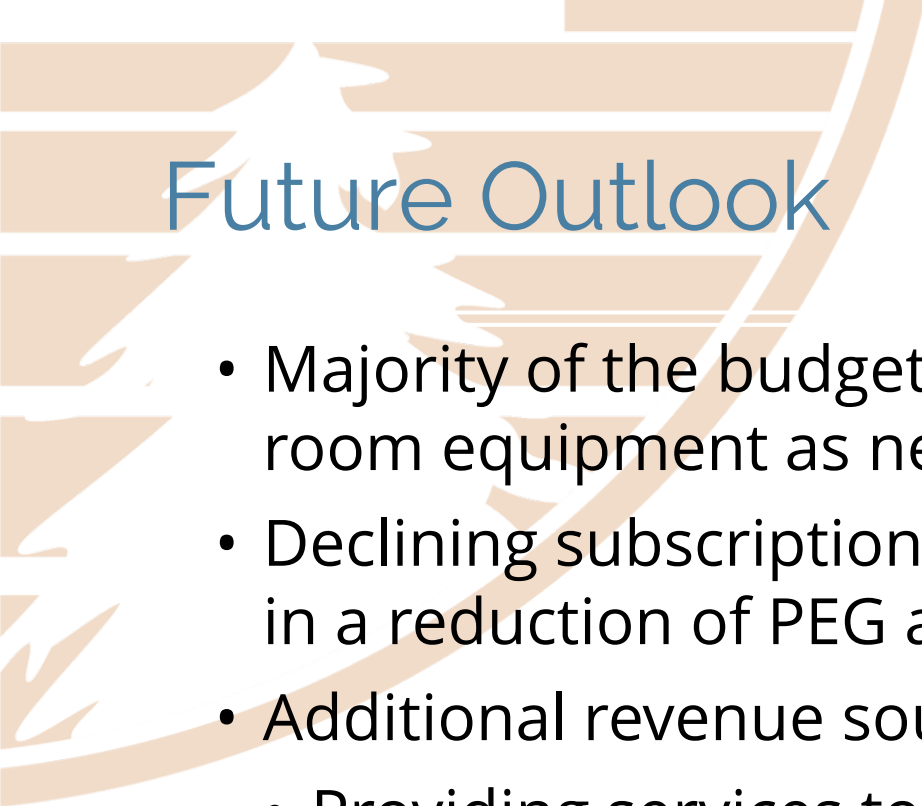
Fund Overview

Purpose

- To account for activity supported by revenue received from cable franchise fees and Public, Educational, and Governmental (PEG) fees paid by cable television customers
- Current fund philosophy is to retain funds for capital use related to broadcast of City meetings

Background

- Sometimes referred to as Cable TV Fund
- City's franchise and PEG fees are passed through to the North Metro Telecommunications Commission (NMTC) and NMTC returns a portion to member cities
- Other cities in the commission are Centerville, Circle Pines, Lexington, Lino Lakes, Ham Lake, and Spring Lake Park



Future Outlook

- Majority of the budget is designated to repair/replace council control room equipment as needed
- Declining subscriptions with movement to streaming services resulting in a reduction of PEG and franchise revenues
- Additional revenue sources continue to be explored
 - Providing services to additional cities
 - Federal and State changes to tap into streaming revenue
- Franchise renewal is possible in the next year
 - Will provide clarity on future funding and eligible expenses

City of Blaine, Minnesota
Communications Fund - 230
Summary of Revenues, Expenditures, and Change in Fund Balance
2025 Budget - As of September 17, 2024

	2023 Actual	2024 Adopted Budget	2025 Budget	2026 Projection	2027 Projection	2028 Projection	2029 Projection
Operating Revenues							
Cable Franchise Fees	\$ 109,965	\$ 79,500	\$ 52,500	\$ 49,875	\$ 47,381	\$ 45,012	\$ 42,761
Investment Earnings	3,657	-	-	-	-	-	-
Total Revenues	113,622	79,500	52,500	49,875	47,381	45,012	42,761
Operating Expenditures							
Contractual Services	16,302	-	-	-	-	-	-
Other Services & Charges	22,670	29,060	32,052	33,975	36,014	38,175	40,466
Capital Outlay	3,365	15,000	15,000	15,000	15,000	15,000	15,000
Total Expenditures	42,337	44,060	47,052	48,975	51,014	53,175	55,466
Revenues Over (Under) Expenditures	71,285	35,440	5,448	900	(3,633)	(8,163)	(12,705)
Other Financing Sources (Uses)							
Transfers In	-	-	-	-	-	-	-
Transfers Out to Facilities Capital Fund	-	-	-	75,000	-	-	-
Total Other Financing Sources (Uses)	-	-	-	(75,000)	-	-	-
Net Change in Fund Balance	71,285	35,440	5,448	(74,100)	(3,633)	(8,163)	(12,705)
Fund Balance, January 1	11,897	83,182	118,622	124,070	49,970	46,337	38,174
Fund Balance, December 31	83,182	118,622	124,070	49,970	46,337	38,174	25,469
Cash Balance, December 31	\$ 82,983	\$ 118,423	\$ 123,871	\$ 49,771	\$ 46,138	\$ 37,975	\$ 25,270

Questions for Council

- ▶ Are there any questions regarding the 2025 Communications budget?
- ▶ Is there a consensus on the proposed Communications Fund budget?
- ▶ Is any further information needed before adopting the 2025 Communications budget in December?



City of Blaine Staff Report

File Number: 2024-399

Agenda Date	Status
September 30, 2024	
In Control	File Type
City Council	Workshop Item

New Business - Jason Zimmerman, Finance Director

Agenda Item # 3.3

Internal Service Funds 2025 Budgets - Self Insurance, Workers' Compensation, and Compensated Absences

Background

Self-Insurance Fund

The City's Self-Insurance Fund was created in 1993 to account for the program's coverage and to collect charges from other funds to pay for the City's auto, property, and liability insurance premiums and deductibles. The Self-Insurance Fund is categorized as an Internal Service Charge, which is intended to account for activity that benefits other funds. Revenues are provided by internal charges to those benefiting funds.

The City's policy calls for a deductible of \$100,000 per occurrence and \$200,000 in aggregate per year, with a \$1,000 maintenance deductible after the aggregate is met. Coverage for land use litigation costs is based on a sliding scale with a 15 percent copay on the first \$250,000 of expenses and 40 percent on amounts above \$250,000. The policy coverage is from July to June annually.

While the City generally makes disbursements for the full amount of the claim, once processed and if eligible, the insurance provider reimburses the City for the expenditures above the insurance deductible. This process can cross fiscal years, resulting in skewed reporting periods.

At the end of 2022, the Self-Insurance Fund reported a negative cash position of just under \$20,000 as expenditures outpaced revenues by over \$400,000; which included the cost of new equipment replacement. The Fund also reported over \$230,000 worth of pending claims, as required per accounting standards, which were unpaid and may not ever materialize. On June 3, 2024, Council approved a transfer of \$650,000 of General Fund reserves to the Self Insurance Fund to address the funding shortfall.

For 2023, the fund ended in a more favorable position compared to 2022 results, with a cash balance of approximately \$460,000 primarily due to the one-time transfer from the General Fund. Potential

reportable claims were reported at \$260,000; an increase of \$30,000 which was more than offset by the increase in cash. The 2024 budget attempted to set internal charges level with the plan's premiums, but did not address the annual deductible.

With the 2024/2025 premium at \$755,713 or an approximate increase of \$50,000 from the previous policy, staff believes the proposed property tax levy as approved may be sufficient to provide funding for the 2025 budget year premium and deductible. While premiums are collected on a quarterly basis, claims against the policy and reimbursements from the provider may not align with the City's fiscal year.

The 2025 budget does not provide funding for the cost of new vehicle replacement, which occurs when an older piece of equipment is salvaged and a new vehicle is purchased in its place. The City is responsible for the difference between the residual value of the damaged vehicle, as determined by the insurance agent, and the actual cost of a replacement. Further discussion around this practice and funding may be necessary.

	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
Internal Charges (Funding)	\$450,850	\$450,850	\$450,850	\$450,850	\$450,850	\$450,850	\$682,700	\$1,000,000
Premiums	\$436,011	\$462,702	\$566,390	\$560,608	\$571,702	\$615,437	\$682,700	\$800,000

Workers' Compensation Fund – The City's Workers' Compensation Fund was created in 2012 to account for the program's coverage and collect premiums from other funds based on actual wages. Through the payroll process, wages are multiplied by the appropriate class rate, then deposited into the Workers' Compensation Fund. The policy coverage is from July to June annually.

Prior to the 2024-2025 policy year, the City had chosen to participate in a retrospective rating option, which is an alternate method of determining a city's premium charge. The City's final premium under this option reflects the City's own actual loss experience for the year. With good experience, this option can save the City significant money in the long run. Of course, the City is also subject to possible premium increases if it experiences a lot of injuries or a single big loss. The City pays a deposit premium (net of discounts) to the League of Minnesota Cities Insurance Trust (LMCIT) at the beginning of the agreement period. At the end of the agreement year, an audit determines the actual payroll for the period and the resulting net actual premium.

When a retrospective rating option is selected, the final premium is not known until all claim activity from that agreement period ceases permanently, which generally means the claim window remains open for 15 years. The final premium reflects the City's own losses and is subject to minimum and maximum limits. The premium amounts are estimated at the beginning of the agreement period and provided to the City prior to the election of an option. The minimum and maximum premiums are adjusted after the payroll audit is complete, and it reflects the net actual premium for the period.

The final premium equals the minimum premium plus actual incurred losses and loss-related expenses, including assessments due to the State Special Compensation Fund. Unlike typical retrospective plans offered by private insurers, LMCIT's retrospective rating formula doesn't use a "loss conversion factor."

At the end of 2022, the Workers' Compensation Fund reported a negative cash position of just over \$1.80 million. On [June 20, 2023](#) the council approved a transfer of \$1.85 million of General Fund reserves to the Workers' Compensation Fund to offset this deficiency (this funding source was amended by the City Council on June 3, 2024, to be split between the General Fund and the Strategic Priorities Fund, while the total funding was unchanged).

While the transfer eliminated the existing deficit cash balance and the workers' compensation premium audit resulted in a refund for 2023, the budget didn't account for changes in the insurance rate factor or properly project employee wages. The 2023 year-end Workers Compensation Fund resulted in a negative cash position of approximately \$30,000.

While the City would like the option to continue with this retrospective option, for the 2024-2025 coverage period, the City has elected to convert the policy to a traditional plan. This decision was made to provide greater cost certainty, build reserves to absorb changes in the programs' performance, and reevaluate the City's workers' compensation strategy. Under the terms of the traditional policy, the City has a \$1,358,794 premium and \$10,000 per occurrence deductible for the 2024-2025 plan year. These premiums are based on estimated payroll data provided by the City to the League of Minnesota Cities. Actual payroll data is audited annually upon the conclusion of the plan year. The 2023-2024 audit was completed in August and the premium adjustment was a charge of \$151,675 as the audited actual payroll exceeded the estimate provided at the time of policy renewal. Actual payroll can vary from estimates due to changes in union agreements, non-union compensation plans, position vacancies, part-time staffing, and overtime utilization. Additionally, the policy runs from June-July as opposed to the fiscal calendar of January-December, which can impact the estimation process. This annual premium adjustment is separate from the retrospective premium billing resulting from the retrospective premium option.

In February, the City received the 2024 premium analysis, which resulted in a retrospective premium billing of \$281,825. As a reminder, this charge is a reflection of the previous 15 years of claims measured against previously paid premiums and retrospective adjustments compared to actuarial expectations of outstanding claims. The Table below shows the annual retrospective rebate/(billing) for the last nine years.

Year	2016	2017	2018	2019	2020	2021	2022	2023	2024
Amount	(\$169,488)	\$95,955	(\$14,866)	\$116,765	(\$904,280)	(\$17,117)	\$194,515	\$510,635	(\$281,825)

Compensated Absences Fund – The Compensated Absences Fund was established in 1991 to account for unused sick and vacation balances as outlined in the City's personnel policies. This cash value may only be realized upon an employee's retirement or separation from employment with the City. While this is traditionally recorded as a long-term liability, payments are made as individual employment discontinues.

Traditionally, when an employee terminates employment, the department the employee was in would

be responsible for funding the severance payment. This process can be difficult for organizations to manage as positions are either left vacant for a period to allow the budget to absorb the lump sum payment or risk going over budget by hiring a backfill in a timely manner. The funding process Blaine has in place allows departments to fill positions quickly with minimal disruption of City operations.

An employee leaving the City of Blaine in good standing after giving proper notice of such termination of employment shall be compensated 100 percent of accrued and unused vacation leave. Additionally, for individuals in good standing, termination pay shall be as follows:

- Thirty-three and one-third percent of unused accumulated sick leave shall be paid after five years of continuous employment.
- Forty percent of unused accumulated sick leave shall be paid after 10 years of continuous employment.
- Fifty percent of unused accumulated sick leave shall be paid after 15 years of continuous employment.

The table below outlines the annual internal service charges collected and the severance payouts made. From 2018-2023, only one year resulted in more revenue than disbursements, with an overall funding shortfall of approximately \$465,000 during this time span. The cash balance in the Compensated Absences Fund was approximately \$1,300,000 for year-end 2023. For the fund to remain viable, additional funding will need to be considered in future budgets.

	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Budget
Internal Charges (Funding)	\$140,657	\$150,662	\$156,230	\$155,216	\$156,336	\$155,439	\$161,000	\$161,000
Post-Employment Payouts	\$164,331	\$245,190	\$142,529	\$237,288	\$231,467	\$359,397	\$275,000	\$275,000

When looking at the expenditures in the fund, it's important to note that those figures will not align with this table. As a full accrual fund, annually the City records the change needed to recognize the severance entitled to staff should all employees terminate employment on December 31 – which isn't a cash transaction. Further conversations may be necessary during the budgeting process to determine a proper funding level.

A copy of the presentation will be attached before noon on the day of the meeting.

Attachments:

- *Fund Summary – includes 2023 actuals, the 2024 budget, and the 2025-2029 outlook; with detailed revenue sources, expenses, and projected cash balances.*

Staff Recommendation

Questions for Council

Are there any questions regarding the 2025 Internal Service Funds Budgets?

Is there a consensus on the proposed budgets?

Is any further information needed before adopting the 2025 Internal Service Funds Budgets in December?

Attachment List

1. 2025 Internal Service Funds Presentation
2. Fund Summary - Self Insurance Fund
3. Fund Summary - Compensated Absences Fund
4. Fund Summary - Workers Compensation Fund



Internal Service Funds

Council Workshop Meeting | Finance

09/30/2024

Internal Service Funds

- ▶ Definition: A fund that provides goods, benefits, or services to other funds, departments, or agencies on a cost-reimbursement basis; goal to break even
- ▶ City has five internal service funds
 - ▶ **Self-Insurance**
 - ▶ **Workers Compensation**
 - ▶ **Compensated Absences**
 - ▶ Facilities – discussed at the September 9th Council Workshop
 - ▶ Pension Benefits - the City uses this fund to provide pension benefits to other funds of the City on a cost reimbursement basis. This is a non-cash use, financial reporting only fund. There will be no budget.

LMCIT Coverage



The League of Minnesota Cities Insurance Trust (LMCIT) is a self-insured membership cooperative formed in 1980



It was created by Minnesota cities for Minnesota cities and exists solely to serve its members



LMCIT's fundamental purpose is to cover city risks and to mitigate hazards, not show a profit for stakeholders

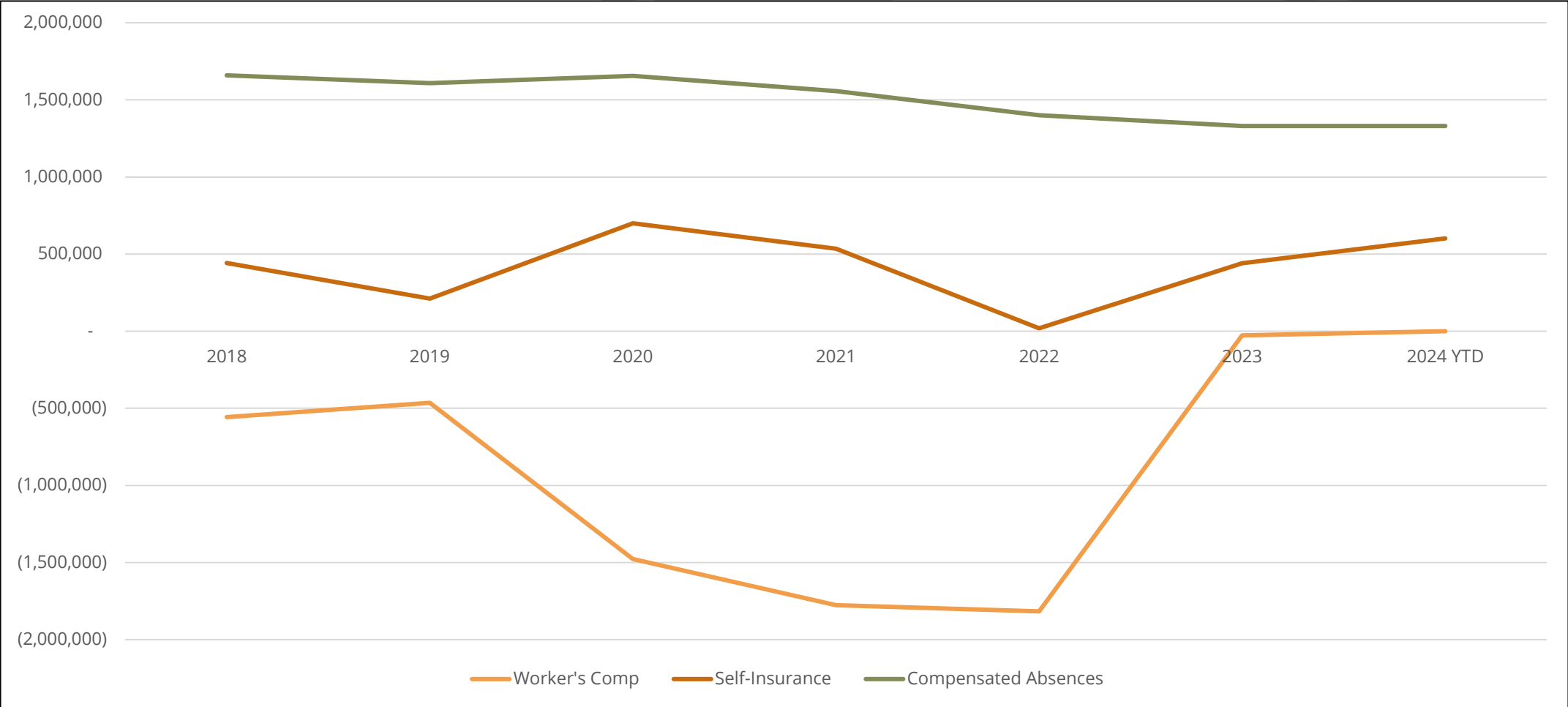


One-stop shop of service



Self-Insurance & Workers' Compensation Policies

Internal Service Funds Cash Balances



Self-Insurance Fund

Purpose

- To account for property, casualty, and liability insurance premiums and deductibles

Background

- Set up in 1993
- Funding Sources: charges to other funds, insurance refunds and reimbursements
- Policy term: July to June
- City pays annual premiums
- City has deductible of \$100,000 per occurrence and \$200,000 aggregate per year; \$1,000 maintenance deductible after aggregate is met; can pay claims for up to 10 years after the occurrence
- Council approved a \$650,000 transfer of General Fund reserves in 2023 to cover the deficit from prior years

Self-Insurance Policy Details – Property

- ▶ Property insurance generally covers the loss of or damage to:
 - ▶ Buildings
 - ▶ Building contents
 - ▶ Mobile equipment
 - ▶ Motor vehicles
 - ▶ Property in the open
- ▶ Typical risks and hazards include fire and weather
 - ▶ Property insurance provides broad coverage, is simple and easy for the City to administer, and minimizes the potential for errors that result in inadvertent gaps in coverage



Self-Insurance Policy Details - Liability

- ▶ Cities can be sued for a person's injury or loss
- ▶ Liability coverage insures against claims made by a third party against the City, an officer or employee, or another covered party for losses or injuries to that third party.
- ▶ To prove City liability, the person injured or who suffered the loss must demonstrate all the following:
 - ▶ The City, or one of its officers or employees, acted negligently in the course of their duties;
 - ▶ The negligent act or acts directly caused actual damages; and
 - ▶ The conduct causing the damages is not protected by immunity from liability claims

Liability Coverage Waiver



- ▶ Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased
- ▶ *The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.* The decision has the following effects:
 - ▶ *If the member does not waive the statutory tort limits, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000.*
 - ▶ *If the member waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could recover up to \$2,000,000 for a single occurrence.*

Self-Insurance Policy Detail

- ▶ The statutory municipal tort liability is limited to a maximum of \$500,000 per claimant and \$1.5 million per occurrence
 - ▶ These limits apply whether the claim is against the member, against an individual officer or employee, or against both
- ▶ LMCIT's liability coverage provides a standard limit of \$2 million per occurrence as some types of liability claims not subject to the statutory tort cap
- ▶ Option to carry LMCIT's excess liability coverage to increase the member's coverage limit only for claims relating to a particular contract
 - ▶ Municipal Excess Liability Declaration (MEL) available in \$1 million increments up to \$8 million maximum

Municipal Excess Liability Coverage

- ▶ Blaine carries \$4 million aggregate Municipal Excess Liability Declaration (MEL)
- ▶ The statutory tort caps do not or may not apply for the following types of claims:
 - ▶ Claims under federal civil rights laws, including Section 1983, the Americans with Disabilities Act
 - ▶ Claims for tort liability the member has assumed by contract, which occurs when a member agrees in contract to defend and indemnify a private party
 - ▶ Claims for actions in another state, which may occur in border cities that have mutual aid agreements with adjoining states or when a member official attends a national conference.
 - ▶ Claims based on a “taking” theory, which are suits challenging land use regulations frequently included in an “inverse condemnation” claim, alleging the regulation amounts to a “taking” of the property

Limits For Specific Risks

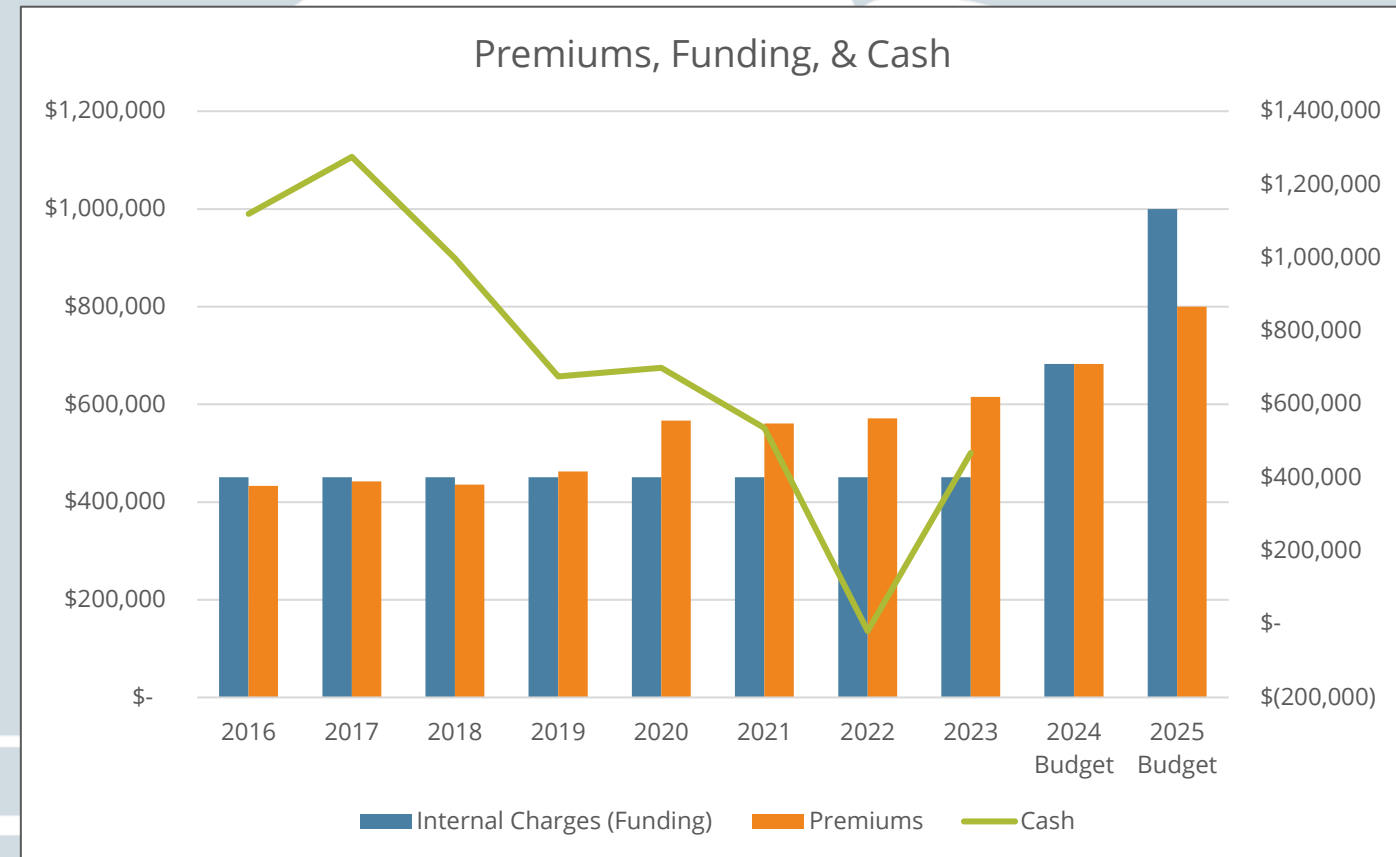


- ▶ Besides LMCIT's overall coverage limit of \$2 million per occurrence, there are annual aggregate limits for certain risks.
 - ▶ If the member has a loss or claim in one of these areas, there might not be enough limits remaining to cover the member's full exposure if there is another similar loss
- ▶ There are, however, a couple important restrictions on how the excess coverage applies to risks that are subject to aggregate limits. Examples include:
 - ▶ Failure to supply utilities
 - ▶ Mold
 - ▶ Lead and asbestos
 - ▶ Sudden and accidental release of pollutants below ground or of any body of water
 - ▶ No-fault sewer backup
 - ▶ Data security breach claims
 - ▶ Claims arising out of or related to Per- and Polyfluorinated Substances (PFAS)

Self-Insurance Fund Activity

► 2025 Budget:

- Attempts to cover premium and standard deductible
- Does not provide funding for new vehicle/equipment replacement
- Need to increase reserves to revert to retrospective premium option
- 2024/2025 Policy = \$755,713
(\$559,285 standard; \$196,428 MEL)



City of Blaine, Minnesota
Self Insurance Fund - 704
Summary of Revenues, Expenditures, and Change in Fund Balance
2025 Budget - As of September 17, 2024

	2023 Actual	2024 Adopted Budget	2025 Budget	2026 Projection	2027 Projection	2028 Projection	2029 Projection
Operating Revenues							
Charges for Services	\$ 450,850	\$ 682,700	1,000,000	\$ 1,250,000	\$ 1,500,000	\$ 1,525,000	\$ 1,550,000
Property/Casualty Dividend	22,361	-	-	-	-	-	-
Refunds & Reimbursements	147,184	-	-	-	-	-	-
Investment Earnings	217	-	-	-	-	-	-
Total Revenues	620,612	682,700	1,000,000	1,250,000	1,500,000	1,525,000	1,550,000
Operating Expenditures*							
Property & Casualty Premium	439,797	489,500	780,000	826,800	876,408	928,992	984,732
Excess Liability Premium	175,640	193,200	220,000	233,200	247,192	262,024	277,745
Standard Deductible	172,376	-	200,000	200,000	200,000	200,000	200,000
Total Expenditures	787,813	682,700	1,200,000	1,260,000	1,323,600	1,391,016	1,462,477
Revenues Over (Under) Expenditures	(167,201)	-	(200,000)	(10,000)	176,400	133,984	87,523
Other Financing Sources (Uses)							
Transfers In From General Fund	650,000	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-
Total Other Financing Sources (Uses)	650,000	-	-	-	-	-	-
Net Change in Fund Balance	482,799	-	(200,000)	(10,000)	176,400	133,984	87,523
Fund Balance, January 1	(472,809)	9,990	9,990	(190,010)	(200,010)	(23,610)	110,374
Fund Balance, December 31	9,990	9,990	(190,010)	(200,010)	(23,610)	110,374	197,897
Cash Balance, December 31	\$ 467,009	\$ 467,009	\$ 267,009	\$ 257,009	\$ 433,409	\$ 567,393	\$ 654,916

*Does not include funding for new vehicle/equipment replacement

Workers' Compensation Fund

Purpose

- To account for workers' compensation coverage and collect premiums from other City funds

Background

- Set up in 2012
- Policy term: July to June
- Funding sources: charges to other funds, insurance refunds and reimbursements
- City had previously elected a retrospective plan; converted to standard policy for 2024/2025 coverage period
- Council approved a \$1.85 million transfer of General Fund/Strategic Priorities Fund in 2023 to cover the deficit from prior years

Workers' Compensation Benefits



- ▶ With certain exceptions, all cities must pay workers' compensation benefits to its employees for all injuries from accidents arising out of, and in the course of, city employment.
- ▶ Workers' compensation is a "no-fault system"
 - ▶ In other words, regardless of who is at fault, an injured employee is covered under the workers' compensation statute.
- ▶ An injury defined by statute as compensable must have the following three elements:
 - ▶ The employee must sustain a personal injury (i.e., mental impairment) or physical injury
 - ▶ The personal or physical injury must arise out of employment
 - ▶ The personal or physical injury must occur in the course of employment

Non-Work-Related Injuries

- ▶ Injuries that occur while participating in voluntary recreational programs such as a City-sponsored picnic
 - ▶ An employee who injures their back while playing volleyball is an example of this type of injury; this does not apply if an employee was ordered or assigned to attend
- ▶ Injuries that occur during unpaid lunch breaks where the employer has no supervision or control during breaks
 - ▶ An example is an employee who breaks his or her tooth while eating an apple at lunch
- ▶ Injuries that do not arise out of the employee's employment
 - ▶ An employee who injures their arm while playing flag football is an example of this type of injury
- ▶ Mental impairment if it results from a disciplinary action, work evaluation, job transfer, layoff, demotion, promotion, termination, or retirement taken in good faith by the employer

Benefits

If an employee has sustained an injury covered by workers' compensation, they may be entitled to:

- **Medical benefits:** no cap under the workers' compensation statute
- **Indemnity benefits:** commonly known as lost time benefits or wage replacement
- **Temporary total disability:** when an employee is completely disabled from work for a temporary period
- **Temporary partial disability:** when an employee receives less than his or her pre-injury wage
- **Permanent partial disability:** when a disability rating is determined by a physician, based on a loss of function or use
- **Permanent total disability:** when an employee is permanently restricted from employment
- **Death benefits:** when an employee dies because of an injury

Deductible Option

LMCIT calculates premium rates based on city payroll

All cities are eligible to choose their own deductible

2024-2025 policy
\$10,000 per
occurrence deductible

Attractive option for cities who feel the retrospective option is too risky

Lower premium in return for higher deductibles

- LMCIT will pay vendors directly
- City then billed for costs up to per occurrence deductible



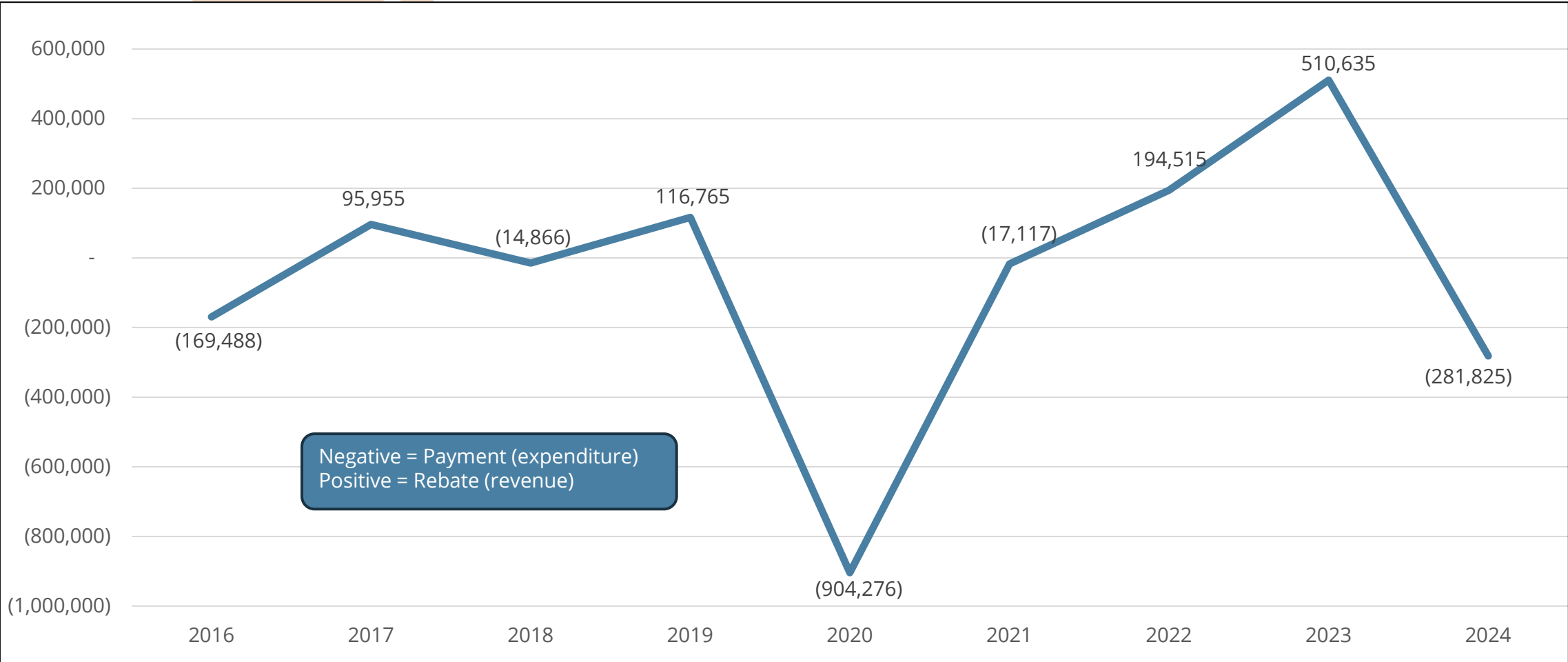
Deductible Option

- ▶ LMCIT calculates a city's premium rate based on city provided payroll
- ▶ All cities are eligible to chose their own deductible
- ▶ Attractive option for cities who feel the retrospective option is too risky
- ▶ Lower premium in return for higher deductibles
 - ▶ LMCIT will pay vendors directly
 - ▶ City then billed for costs up to per occurrence deductible
- ▶ Elected for 2024-2025 policy year
 - ▶ \$10,000 per occurrence deductible

Retrospective Premium Option Background

- ▶ Alternative method of determining a city's premium charge
- ▶ The city's final premium reflects the city's own actual loss experience subject to minimum and maximum limits and is not known until all claim activity from the period ceases
 - ▶ Annual adjustments throughout the coverage period based on incurred costs "annual retrospective adjustments"
 - ▶ Retrospective years are closed after 16 years
- ▶ With good experience, this option can save a city significant money during the long run
 - ▶ The city is also subject to possible premium increases if it experiences a lot of injuries or a single big loss
- ▶ Previous election until current policy term

Retrospective Premium Annual Adjustments



Net Actual Premium

- ▶ The City pays a deposit premium to LMCIT at the beginning of the agreement period
 - ▶ Based on payroll class codes
- ▶ At the end of the policy term, an audit determines the actual payroll for the period and issues the resulting net actual premium adjustment
 - ▶ For a standard premium this becomes the City's final premium
- ▶ 2023/2024 audit completed in August
 - ▶ \$151,675 premium charge

CODE	DESCRIPTION
5506	STREET CONSTRUCTION
7520	WATERWORKS
7721	POLICE-NON SMOKING
8227	CITY SHOP & YARD
8810	CLERICAL OFFICE EMPLOYEES NOC
9015	BUILDINGS-OPER BY OWNER
9102	PARKS
9410	MUNICIPAL EMPLOYEES
9411	ELECTED OR APPOINTED OFFICIALS

Experience Modification

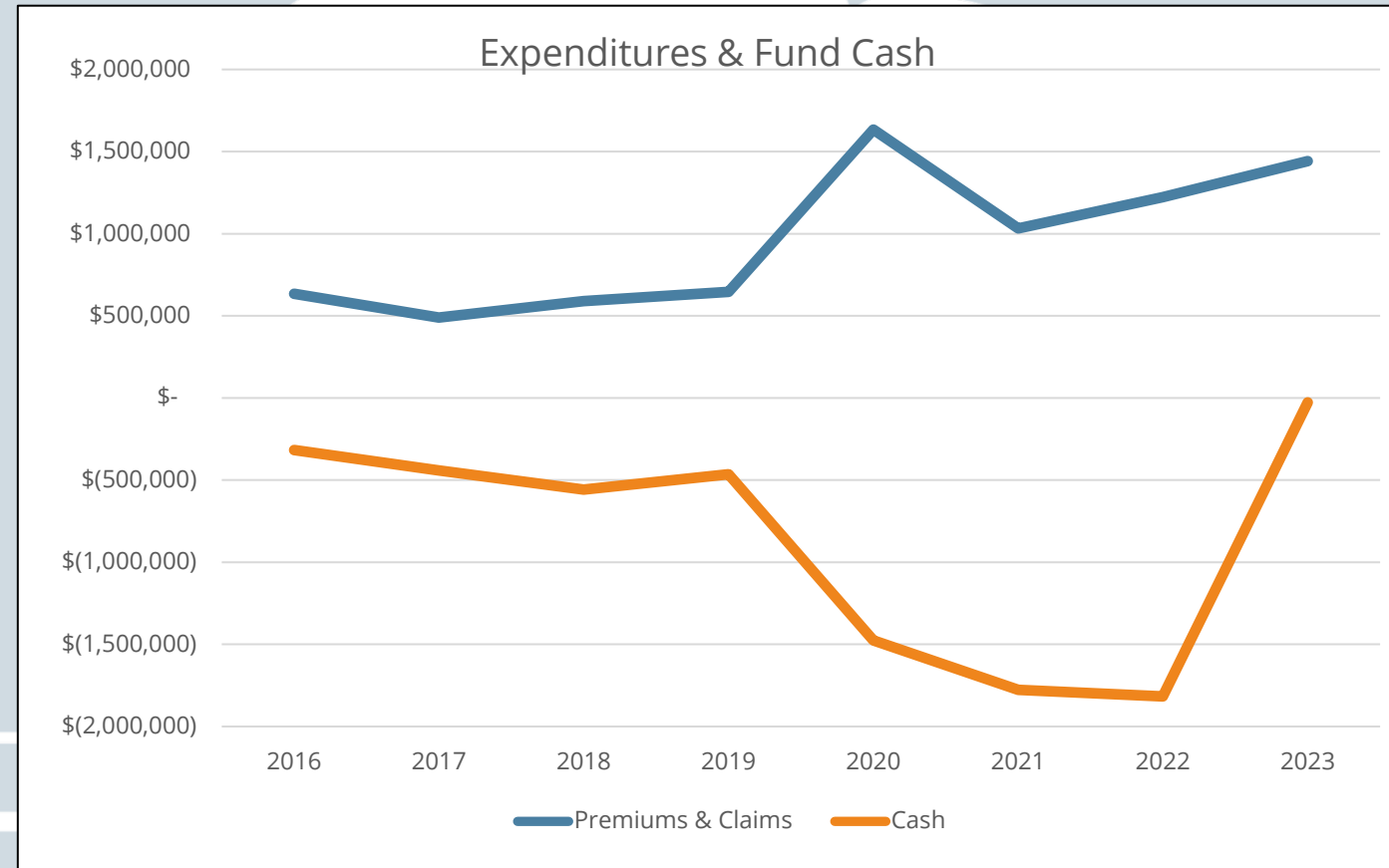
- ▶ To maintain equity in setting each city's premium, the rate is then adjusted by an experience modification (mod) factor
 - ▶ The modification factor looks at each city's claims experience from the three most recently completed years
- ▶ A mod is calculated by dividing a company's actual workers' compensation losses by expected losses

City of Blaine	
Policy Year	E-Mod
2024/2025	1.25
2023/2024	1.08
2022/2023	1.16
2021/2022	1.46

E-Mod	Claim Cost Experience
<1.00	Better than comparable communities
=1.00	Average to comparable communities
>1.00	Worse than comparable communities

Workers' Compensation Fund Activity

- ▶ 2025 Budget:
 - ▶ Attempts to cover premium and standard deductible
 - ▶ More advanced practices in estimating payroll
 - ▶ No funding to cover potential retrospective premiums
 - ▶ Need to address unbudgeted activity for 2024:
 - ▶ Retro premium = \$281,825
 - ▶ Annual premium adjustment = \$151,675



City of Blaine, Minnesota
Workers' Compensation Fund - 706
Summary of Revenues, Expenditures, and Change in Fund Balance
2025 Budget - As of September 17, 2024

	2023 Actual	2024 Adopted Budget	2025 Budget	2026 Projection	2027 Projection	2028 Projection	2029 Projection
Operating Revenues							
Charges for Services	\$ 974,837	\$ 1,516,215	\$ 1,899,620	\$ 1,994,601	\$ 2,094,331	\$ 2,199,048	\$ 2,309,000
Retrospective Premium Adjustment*	510,635	-	-	-	-	-	-
Annual Premium Adjustment**	-	-	-	-	-	-	-
Investment Earnings	(39,384)	-	-	-	-	-	-
Total Revenues	1,446,088	1,516,215	1,899,620	1,994,601	2,094,331	2,199,048	2,309,000
Operating Expenditures							
Premium	1,179,280	1,516,215	1,440,322	1,526,742	1,618,347	1,715,448	1,818,375
Standard Deductible	-	-	100,000	100,000	100,000	100,000	100,000
Retrospective Premium Adjustment*	-	-	-	-	-	-	-
Annual Premium Adjustment**	263,640	-	-	-	-	-	-
Insurance Claims & Losses	2,845	-	-	-	-	-	-
Total Expenditures	1,445,765	1,516,215	1,540,322	1,626,742	1,718,347	1,815,448	1,918,375
Revenues Over (Under) Expenditures	323	-	359,298	367,859	375,984	383,600	390,625
Other Financing Sources (Uses)							
Transfers In From General Fund	850,000	-	-	-	-	-	-
Transfers In From Strategic Priorities Fund	1,000,000	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-
Total Other Financing Sources (Uses)	1,850,000	-	-	-	-	-	-
Net Change in Fund Balance	1,850,323	-	359,298	367,859	375,984	383,600	390,625
Fund Balance, January 1	(1,881,061)	(30,738)	(30,738)	328,560	696,419	1,072,403	1,456,003
Fund Balance, December 31	(30,738)	(30,738)	328,560	696,419	1,072,403	1,456,003	1,846,628
Cash Balance, December 31	\$ (26,858)	\$ (26,858)	\$ 332,440	\$ 700,299	\$ 1,076,283	\$ 1,459,883	\$ 1,850,508

*Based on actual performance for years retrospective plan was selected; not budgeted due unknown outcomes

**Based on actual payroll data compared to anticipated salary data provied when premium was established; not budgeted due unknown outcomes

Compensated Absences

Purpose

- To account for unused sick and vacation balances as outlined in the City's personnel policies

Background

- Set up in 1991
- Funding Sources: charges to other funds
- Accounts for liability related to eligible post-employment benefits
- Used to fund post-employment severance related to eligible sick & vacation time

GASB Statement No. 16



- ▶ *“Vacation leave and other compensated absences with similar characteristics should be accrued as a liability as the benefits are earned by the employees if the leave is attributable to past service and it is probable that the employer will compensate the employees for the benefits through paid time off or some other means, such as cash payments at termination or retirement.”*
- ▶ The City is required to record an adjusting entry annually to account for the value of unused accrued benefits at their cash value
 - ▶ This does not represent actual payments



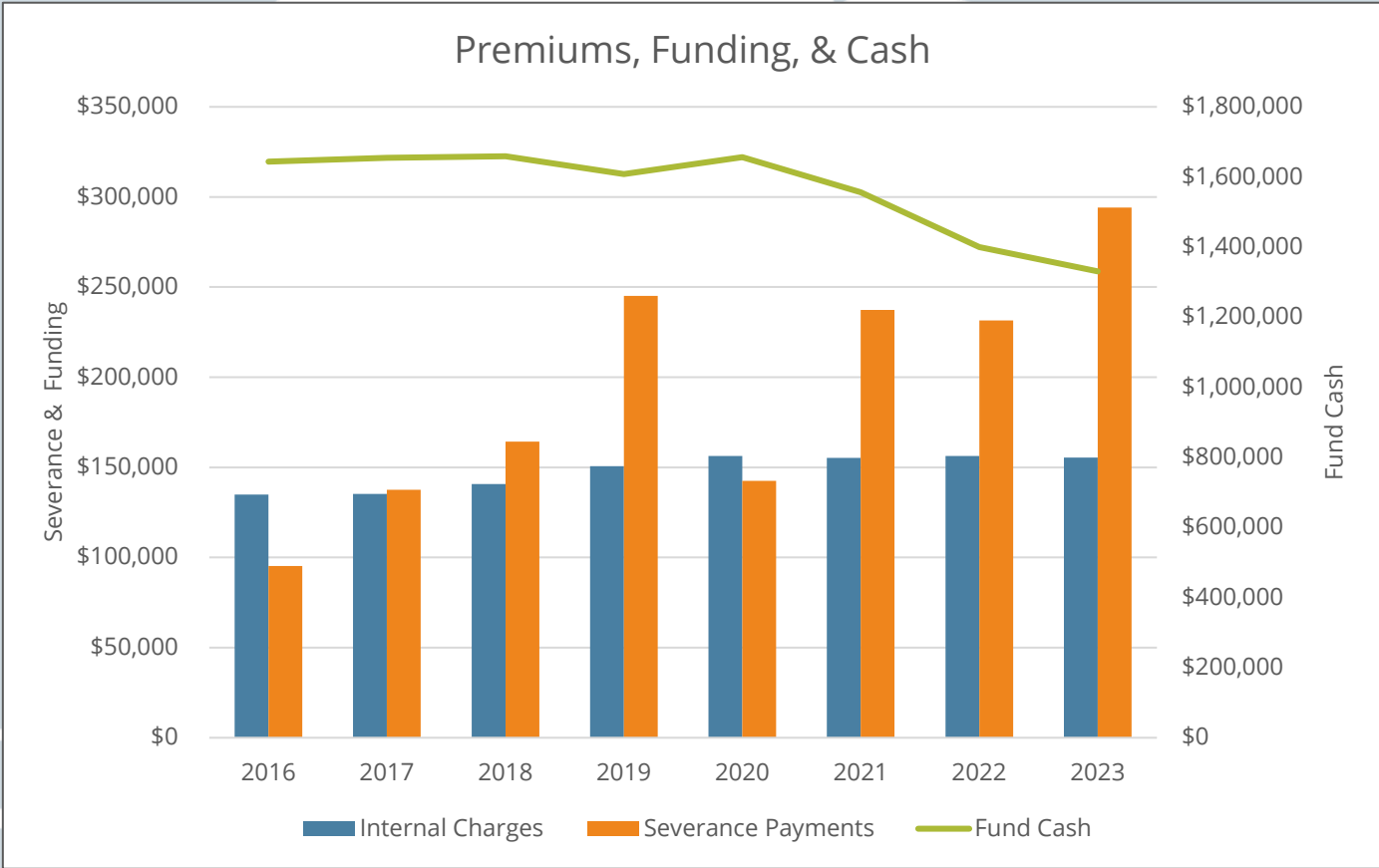
Post-Employment Severance Payments

- ▶ The Compensated Absences Fund has been used to report the outstanding liability as well as the actual cash payments for eligible earned leave
 - ▶ In accordance with City policies and union agreements

- ▶ Utilizing this centralized fund provides for:
 - ▶ Transparency in reporting post-employment benefit payments
 - ▶ Eliminating expenditure spikes in operating funds related to severance payments
 - ▶ Immediate backfills of open positions by removing budgetary considerations of severance payments

Compensated Absences Fund Activity

- ▶ 2025 Budget:
 - ▶ Assumes to follow the trend of post-employment payments exceeding funding
 - ▶ No increase in funding from 2024 due to other internal service funding needs
 - ▶ Consider increased funding in future years to sustain program



City of Blaine, Minnesota
Compensated Absences Fund - 703
Summary of Revenues, Expenditures, and Change in Fund Balance
2025 Budget - As of September 17, 2024

	2023 Actual	2024 Adopted Budget	2025 Budget	2026 Projection	2027 Projection	2028 Projection	2029 Projection
Operating Revenues							
Charges for Services	\$ 155,439	\$ 161,000	161,000	\$ 193,200	\$ 231,840	\$ 278,208	\$ 333,850
Investment Earnings	71,882	-	-	-	-	-	-
Total Revenues	227,321	161,000	161,000	193,200	231,840	278,208	333,850
Operating Expenditures							
Accrued Post-Employment Benefit*	439,300	512,000	275,000	288,750	307,519	327,507	348,795
Total Expenditures	439,300	512,000	275,000	288,750	307,519	327,507	348,795
Revenues Over (Under) Expenditures	(211,979)	(351,000)	(114,000)	(95,550)	(75,679)	(49,299)	(14,946)
Other Financing Sources (Uses)							
Transfers In	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-	-	-
Net Change in Fund Balance	(211,979)	(351,000)	(114,000)	(95,550)	(75,679)	(49,299)	(14,946)
Fund Balance, January 1	(1,477,009)	(1,688,988)	(2,039,988)	(2,153,988)	(2,249,538)	(2,325,217)	(2,374,516)
Fund Balance, December 31	(1,688,988)	(2,039,988)	(2,153,988)	(2,249,538)	(2,325,217)	(2,374,516)	(2,389,462)
Cash Reconciliation							
Remove Accrued Post Employment Benefit Cost	(439,300)	(512,000)	(275,000)	(288,750)	(307,519)	(327,507)	(348,795)
Add Post-Employment Payouts	294,199	275,000	288,750	303,188	318,347	334,264	350,977
Cash Balance, December 31	\$ 1,330,624	\$ 1,216,624	\$ 1,088,874	\$ 978,887	\$ 892,380	\$ 836,323	\$ 819,196

*As an internal service fund the City is required to expense the change in city-wide leave balance; does not represent actual post-employment payouts

Questions and Notes for Council

- ▶ Are there any questions regarding the 2025 Internal Service Funds Budgets?
- ▶ Is there a consensus on the proposed budgets?
- ▶ Is any further information needed before adopting the 2025 Internal Service Funds Budgets in December?



City of Blaine, Minnesota
Self Insurance Fund - 704
Summary of Revenues, Expenditures, and Change in Fund Balance
2025 Budget - As of September 17, 2024

	2023 Actual	2024 Adopted Budget	2025 Budget	2026 Projection	2027 Projection	2028 Projection	2029 Projection
Operating Revenues							
Charges for Services	\$ 450,850	\$ 682,700	1,000,000	\$ 1,250,000	\$ 1,500,000	\$ 1,525,000	\$ 1,550,000
Property/Casualty Dividend	22,361	-	-	-	-	-	-
Refunds & Reimbursements	147,184	-	-	-	-	-	-
Investment Earnings	217	-	-	-	-	-	-
Total Revenues	620,612	682,700	1,000,000	1,250,000	1,500,000	1,525,000	1,550,000
Operating Expenditures*							
Property & Casualty Premium	439,797	489,500	780,000	826,800	876,408	928,992	984,732
Excess Liability Premium	175,640	193,200	220,000	233,200	247,192	262,024	277,745
Standard Deductible	172,376	-	200,000	200,000	200,000	200,000	200,000
Total Expenditures	787,813	682,700	1,200,000	1,260,000	1,323,600	1,391,016	1,462,477
Revenues Over (Under) Expenditures	(167,201)	-	(200,000)	(10,000)	176,400	133,984	87,523
Other Financing Sources (Uses)							
Transfers In From General Fund	650,000	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-
Total Other Financing Sources (Uses)	650,000	-	-	-	-	-	-
Net Change in Fund Balance	482,799	-	(200,000)	(10,000)	176,400	133,984	87,523
Fund Balance, January 1	(472,809)	9,990	9,990	(190,010)	(200,010)	(23,610)	110,374
Fund Balance, December 31	9,990	9,990	(190,010)	(200,010)	(23,610)	110,374	197,897
Cash Balance, December 31	\$ 467,009	\$ 467,009	\$ 267,009	\$ 257,009	\$ 433,409	\$ 567,393	\$ 654,916

*Does not include funding for new vehicle/equipment replacement



City of Blaine, Minnesota
Compensated Absences Fund - 703
Summary of Revenues, Expenditures, and Change in Fund Balance
2025 Budget - As of September 17, 2024

	2023 Actual	2024 Adopted Budget	2025 Budget	2026 Projection	2027 Projection	2028 Projection	2029 Projection
Operating Revenues							
Charges for Services	\$ 155,439	\$ 161,000	161,000	\$ 193,200	\$ 231,840	\$ 278,208	\$ 333,850
Investment Earnings	71,882	-	-	-	-	-	-
Total Revenues	<u>227,321</u>	<u>161,000</u>	<u>161,000</u>	<u>193,200</u>	<u>231,840</u>	<u>278,208</u>	<u>333,850</u>
Operating Expenditures							
Accrued Post-Employment Benefit*	439,300	512,000	275,000	288,750	307,519	327,507	348,795
Total Expenditures	<u>439,300</u>	<u>512,000</u>	<u>275,000</u>	<u>288,750</u>	<u>307,519</u>	<u>327,507</u>	<u>348,795</u>
Revenues Over (Under) Expenditures	<u>(211,979)</u>	<u>(351,000)</u>	<u>(114,000)</u>	<u>(95,550)</u>	<u>(75,679)</u>	<u>(49,299)</u>	<u>(14,946)</u>
Other Financing Sources (Uses)							
Transfers In	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balance	(211,979)	(351,000)	(114,000)	(95,550)	(75,679)	(49,299)	(14,946)
Fund Balance, January 1	(1,477,009)	(1,688,988)	(2,039,988)	(2,153,988)	(2,249,538)	(2,325,217)	(2,374,516)
Fund Balance, December 31	<u>(1,688,988)</u>	<u>(2,039,988)</u>	<u>(2,153,988)</u>	<u>(2,249,538)</u>	<u>(2,325,217)</u>	<u>(2,374,516)</u>	<u>(2,389,462)</u>
Cash Reconciliation							
Remove Accrued Post Employment Benefit Cost	(439,300)	(512,000)	(275,000)	(288,750)	(307,519)	(327,507)	(348,795)
Add Post-Employment Payouts	294,199	275,000	288,750	303,188	318,347	334,264	350,977
Cash Balance, December 31	<u>\$ 1,330,624</u>	<u>\$ 1,216,624</u>	<u>\$ 1,088,874</u>	<u>\$ 978,887</u>	<u>\$ 892,380</u>	<u>\$ 836,323</u>	<u>\$ 819,196</u>

*As an internal service fund the City is required to expense the change in city-wide leave balance; does not represent actual post-employment payouts

City of Blaine, Minnesota
Workers' Compensation Fund - 706
Summary of Revenues, Expenditures, and Change in Fund Balance
2025 Budget - As of September 17, 2024

	2023 Actual	2024 Adopted	2025 Budget	2026 Projection	2027 Projection	2028 Projection	2029 Projection
Operating Revenues							
Charges for Services	\$ 974,837	\$ 1,516,215	\$ 1,899,620	\$ 1,994,601	\$ 2,094,331	\$ 2,199,048	\$ 2,309,000
Retrospective Premium Adjustment*	510,635	-	-	-	-	-	-
Annual Premium Adjustment**	-	-	-	-	-	-	-
Investment Earnings	(39,384)	-	-	-	-	-	-
Total Revenues	1,446,088	1,516,215	1,899,620	1,994,601	2,094,331	2,199,048	2,309,000
Operating Expenditures							
Premium	1,179,280	1,516,215	1,440,322	1,526,742	1,618,347	1,715,448	1,818,375
Standard Deductible	-	-	100,000	100,000	100,000	100,000	100,000
Retrospective Premium Adjustment*	-	-	-	-	-	-	-
Annual Premium Adjustment**	263,640	-	-	-	-	-	-
Insurance Claims & Losses	2,845	-	-	-	-	-	-
Total Expenditures	1,445,765	1,516,215	1,540,322	1,626,742	1,718,347	1,815,448	1,918,375
Revenues Over (Under) Expenditures	323	-	359,298	367,859	375,984	383,600	390,625
Other Financing Sources (Uses)							
Transfers In From General Fund	850,000	-	-	-	-	-	-
Transfers In From Strategic Priorities Fund	1,000,000	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-
Total Other Financing Sources (Uses)	1,850,000	-	-	-	-	-	-
Net Change in Fund Balance	1,850,323	-	359,298	367,859	375,984	383,600	390,625
Fund Balance, January 1	(1,881,061)	(30,738)	(30,738)	328,560	696,419	1,072,403	1,456,003
Fund Balance, December 31	(30,738)	(30,738)	328,560	696,419	1,072,403	1,456,003	1,846,628
Cash Balance, December 31	\$ (26,858)	\$ (26,858)	\$ 332,440	\$ 700,299	\$ 1,076,283	\$ 1,459,883	\$ 1,850,508

*Based on actual performance for years retrospective plan was selected; not budgeted due unknown outcomes

**Based on actual payroll data compared to anticipated salary data provied when premium was established; not budgeted due unknown outcomes



City of Blaine

Staff Report

File Number: 2024-397

Agenda Date	Status
September 30, 2024	
In Control	File Type
City Council	Workshop Item

New Business - Jason Zimmerman, Finance Director, Nikki Beckers, Finance Analyst

Agenda Item # 3.4

Refuse Fund 2025 Budget

Background

Hauling Contract

At the September 7, 2022 Workshop, Council discussed both the proposed 2023 Refuse Utility Fund budget, and the refuse and recycling contract. The contract has been held by Walters Recycling and Refuse, Inc. ("Walters") of Blaine since 2015. The initial contract, which was for a 5½-year term, was extended in 2019 by the City Council. During the September 7, 2022 Workshop staff indicated that a request for proposals (RFP) process would need to begin in mid-2023 to allow the City time to prepare, solicit, and award the contract. Council voiced general support to an alternative to the RFP process, as there is no legal requirement that the city engage in an RFP for this service. However, before taking formal action, Council requested that staff research the hauling contracts and fees/rates of other cities with organized refuse hauling before deciding the next step regarding the contract.

At the December 5, 2022 Workshop, Council was provided with data regarding the current fee structure for sanitation services. At the time of the discussion, Blaine was one of 13 known cities in the metro area with organized hauling and research indicated that Blaine's fees for garbage and recycling services were the lowest of these cities. Council direction was to waive the RFP process, and work with Walters and the City Attorney to directly negotiate a new contract with a duration between three and five years.

Between December 2022 and September 2023, city staff, representatives from Walters, and the City Attorney drafted, commented on, and negotiated a proposed agreement that was presented to the Council at the October 2, 2023 Workshop.

On October 16, 2023 a new contract with Walters Recycling and Refuse, Inc. for Organized Collection of Garbage, Refuse, Recyclable Materials and Yard Waste from July 1, 2024 to June 30, 2029 was approved by Council.

Partnership

Since securing the contract in 2015, Walters has worked diligently with the city to contain costs. Examples include:

- Walters recommended changes to the size of the recycling carts, resulting in an immediate and sustained 30% increase in recycling tons collected.
- Walters alerted the city of instances where individuals took advantage of the city's unlimited service to remove bulky items such as mattresses, carpeting, and construction material. Adjustments were made to reduce the amount of these bulk items, reducing costs to both residents and the city.
- In 2022, with Walters' assistance, the city launched a pilot program for organic waste drop-off. Discussions continue around success and the next steps in growing the program.
- When Great River Energy closed its Anoka County disposal site, Walters negotiated favorable terms to dispose of solid waste and pass those savings to Blaine.

Service

The city receives few complaints about the service. Per the existing contract, Walters must document and promptly address all concerns. From June 1, 2019 – July 31, 2024, Walters received 403 complaint calls. During this 5-year period, they tipped or collected approximately 9,625,000 carts. This equates to approximately 40 complaints for every 1,000,000 carts tipped.

Per Walter's, the most common complaints received are listed below:

1. Missed pickup – Many of these are from customers who fail to get their cart out by 7 a.m. on the service day, but there seems to be an occasional legitimate miss due to driver error.
2. Grass clipping or trash/recycling left in the street - Drivers have been instructed to watch closely for items that may fall or blow out of carts. Since August 2021, one additional complaint regarding this was logged on April 22, 2024.
3. The cart was left in a different place in the driveway. There have been no complaints about this in the last 12 months.
4. Cart exchanges were not completed on the day requested.
5. There is confusion over bulky waste pickup and/or cost, especially among those who have large cart service and 6 include bulky pick-ups per year.

How the city is billed for service

Refuse and recycling fees are based on the city's cost to collect and transport waste (typically referred to as "hauling fees") to a solid waste facility and dispose of these items (typically referred to as "tipping fees"). Hauling fees are paid directly to Walters as part of the city's contract, while tipping fees are a pass-through cost charged by the waste facility based on the weight (tonnage) of waste disposed at the facility.

Consumer Price Index Adjustment Process

Generally, the overall terms and requirements of the current contract are consistent with the prior agreement. The most significant change to the agreement included the utilization of the Consumer Price Index ("CPI") to determine annual rate changes. Utilization of the CPI for garbage and trash collection has become an industry standard for municipal contracts. Annual changes to the index are used to

adjust the contract price that the city pays to Walters for their services. Walters has implemented this approach for all municipal contracts and most commercial agreements, including school districts, colleges, and large homeowner's associations. By considering the impact of inflation, the CPI index provides a metric-based approach to determining annual price increases. This eliminates arbitrary numbers that may not accurately reflect the current business environment. The observed CPI change from July to June is proposed to be the basis for any increase effective January 1 of the following year.

The CPI change for July 2023 to June 2024 is calculated to be 2.6%.

Historical and Proposed 2025 Monthly Hauler Rates

The table below outlines the historical fees charged by Walters to collect and transport each service account. The city is charged the same amount regardless of the garbage cart size (i.e. 38, 68, or 96-gallon).

	2016	2017	2018	2019	2020	2021	2022	2023	2024 (Jan-Jun)	2024 (Jul-Dec)	2025
Garbage	\$6.65	\$6.87	\$7.10	\$7.33	\$7.57	\$7.82	\$8.07	\$8.33	\$8.60	\$11.25	\$11.54
Recycling	\$3.13	\$3.23	\$3.34	\$3.45	\$3.56	\$3.68	\$3.80	\$3.92	\$4.05	\$4.18	\$4.29
Total	\$9.78	\$10.10	\$10.44	\$10.78	\$11.13	\$11.50	\$11.87	\$12.25	\$12.65	\$15.43	\$15.83
Contract Increase %		3.27%	3.37%	3.26%	3.25%	3.32%	3.22%	3.20%	3.27%	21.98%	2.60%

Rates for 2025

The proposed 2025 rates have been set to collect the minimum fees required to cover the cost of the service. This will allow the City to cover the cost of each service option equitably. The intent of the Refuse Fund is to break even, while maintaining a level of fund balance to provide liquidity for paying operating expenses and managing any delinquencies in the collection of fees.

City Rate and Service Comparisons

Cart Size Refuse	2024 Rate	2025 Rate	Change
96 – Gallon	\$71.00	\$77.50	\$6.50
68 – Gallon	\$60.00	\$66.50	\$6.50
38 – Gallon	\$52.00	\$58.50	\$6.50
Senior/Reduced	\$35.50	\$38.75	\$3.25

Metro Comparisons (2024 unless otherwise noted)

City	96 Gallon	68 Gallon	38 Gallon	Notes
Blaine (2025)	\$ 77.50	\$ 66.50	\$ 58.50	Proposed 2025 Rates
St. Louis Park	211.53	138.01	96.95	Includes Yard/Waste

Robbinsdale	129.69	115.74	102.78	
St. Paul	134.31	112.57	75.21	
White Bear Lake	122.10	85.16	53.17	
Columbia Heights	90.34	72.44	69.15	
Hopkins	103.70	90.18	74.39	
Ham Lake (2025)	87.03	78.81	61.32	
Champlin	79.74	66.42	53.04	
Vadnais Heights	73.35	61.98	54.00	
Forest Lake	77.52	72.27	67.05	
Circle Pines	63.69	48.15	37.29	
Average	106.93	87.53	70.70	

2025 Budget

Revenues

Over 97% of the revenue required to operate the Refuse Fund comes from fees charged to residents for services. As detailed above, the fees are set based on the City's cost of providing the service. The attached 2025 budget reflects the recommended rate increases (see "Rates for 2025" above).

The other revenue source the fund receives is a Select Committee on Recycling and the Environment (SCORE) grant. The SCORE grant is a reimbursement grant for the costs such as recycling advertising, postage, organics drop-off contract and expenses, and Saturday recycling events. More information on the SCORE grant will be brought forward when Council is asked to consider the renewal of the SCORE agreement with Anoka County in mid-October 2024.

Expenses

Expenditures related to the handling of waste and recyclables within the Refuse Fund can be broken down into two parts: the cost for the collection and the cost for disposal of that material.

Utilizing the CPI provision within the new waste and recycling contract, the 2025 budget includes a \$0.40 monthly increase per household. As noted, the City is charged the same rate for collection services regardless of cart size. The budget also assumes an increase in the customer base of 225 households.

Expenditures for the disposal of material can be divided between waste and recyclables. Tipping fees at the landfill are expected to increase by an average of \$3.75 per ton for 2025. Disposing of recyclables can result in either a fee for disposal or disposal credits, where the city receives payment in exchange for recyclables. In 2019 and 2020, the city was paying between \$30-\$50 per ton each month to process recyclables; to date, in 2024, the city is earning credits averaging \$22.94 per ton every month, compared to credits of \$2.05 in 2023, \$63.99 in 2022 and \$34.65 for 2021. Disposal fees and credits are highly variable depending on market demand for recyclables. From January 2019 to July 2024, the city realized a positive return of \$92,768.23 or an average of \$5.39 per ton recycled.

Other budgeted expenditures cover the cost of marketing and professional services designed to encourage

recycling, operation of the organics recycling program, billing fees, and chargebacks to the General Fund for administrative support.

A copy of the presentation will be attached before noon on the day of the meeting.

Attachments:

- *Fund Summary – includes 2023 actuals, the 2024 budget, and the 2025-2029 outlook; with detailed revenue sources, expenses, and projected cash balances.*

Staff Recommendation

Questions for Council

Are there any questions regarding the 2025 Refuse Fund Budget?

Is there a consensus on the proposed 2025 Refuse Fund Budget and rates?

Is any further information needed before adopting the 2025 Refuse Fund budget in December?

Attachment List

1. Fund Summary - Refuse Fund
2. 2025 Refuse Enterprise Fund Presentation



City of Blaine, Minnesota
Refuse Fund - 603
Summary of Revenues, Expenditures, and Change in Fund Balance
2025 Budget - As of September 17, 2024

	2023 Actual	2024 Adopted Budget	2025 Budget	2026 Projection	2027 Projection	2028 Projection	2029 Projection
Operating Revenues							
Score Grant	\$ 85,978	\$ 203,456	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Refuse & Recycling Charges	4,972,334	5,683,600	6,251,874	6,626,986	7,024,605	7,446,081	7,892,846
Investment Earnings	24,943	-	-	-	-	-	-
Total Revenues	5,083,255	5,887,056	6,401,874	6,776,986	7,174,605	7,596,081	8,042,846
Operating Expenditures							
Garbage Hauling & Tipping Fees	4,702,020	5,445,400	6,082,000	6,446,920	6,833,735	7,243,759	7,678,385
Contractual Services	42,690	63,000	128,000	131,840	135,795	139,869	144,065
Other Services & Charges	167,353	166,100	179,700	190,482	201,911	214,026	226,868
Total Expenditures	4,912,063	5,674,500	6,389,700	6,769,242	7,171,441	7,597,654	8,049,318
Revenues Over (Under) Expenditures	171,192	212,556	12,174	7,744	3,164	(1,573)	(6,472)
Other Financing Sources (Uses)							
Transfers In	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-	-	-
Net Change in Fund Balance	171,192	212,556	12,174	7,744	3,164	(1,573)	(6,472)
Fund Balance, January 1	1,030,543	1,201,735	1,414,291	1,426,465	1,434,209	1,437,373	1,435,799
Fund Balance, December 31	1,201,735	1,414,291	1,426,465	1,434,209	1,437,373	1,435,799	1,429,328
Cash Balance, December 31	\$ 453,388	\$ 665,944	\$ 678,118	\$ 685,862	\$ 689,026	\$ 687,452	\$ 680,981



2025 Refuse Enterprise Fund Budget

Council Workshop | Finance

09/30/2024

Refuse Fund Overview

Purpose

To account for the city's refuse and recycling program including:

- Residential solid waste and curbside recycling
- City Facility solid waste and recycling
- Dropoff Organics recycling program
- Monthly Saturday recycling event
- Roadkill clean-up and disposal

Background

- Funding Sources:
 - Quarterly fees charged to residents
 - SCORE Grant reimbursements
- Expenses:
 - Contract fees paid to the city's refuse and recycling provider
 - Marketing and professional services designed to encourage recycling, operation of the organics recycling program, billing fees, and chargebacks to the General Fund for administrative support



How Service is Charged to the City

- ▶ Collection and transport of refuse and recycling
 - ▶ Typically referred to as "hauling fees"
 - ▶ 70 - 75 % of the service provided
 - ▶ Charged based on the total number of addresses served in the city
 - ▶ Hauling fees are paid directly to Walters as part of the city's contract
 - ▶ CPI index is used to calculate yearly increases
- ▶ Dispose of collected waste
 - ▶ Typically referred to as "tipping fees"
 - ▶ 25 - 30% of the service provided
 - ▶ Tipping fees are a pass-through cost charged by the waste facility based on weight

Walters Contract



- ▶ Walters Recycling and Refuse was awarded the contract to provide coordinated hauling for residential accounts starting in 2015
 - ▶ Headquartered in Blaine
 - ▶ Collection of garbage on a weekly basis and recycling bi-weekly
 - ▶ Collects all city municipal building's garbage and recycling
 - ▶ Weekly collection of our organics program
- ▶ Largest single hauler municipal contract in the State of Minnesota
- ▶ In October of 2023 council approved a new 5-year contract with Walters
 - ▶ July 1, 2024 - June 30, 2029

CPI Adjustment Process



- ▶ New contract utilizes the Consumer Price Index (CPI) for garbage and trash collection fees
 - ▶ Walters has implemented on renewal of all municipal contracts
 - ▶ Provides a metric-based approach
 - ▶ Eliminates arbitrary numbers or best-guess estimations
 - ▶ Nationwide figure
- ▶ July 2023 – June 2024 CPI was a 2.6% increase

Service History



- ▶ Hauler collects 23,074 garbage carts and $\approx$ 11,537 recycling carts each week
- ▶ The average home generates 156.83 pounds of garbage and 29.95 pounds of recycling monthly

Tonnage Trends								
Service	2020	2021	2022	2023	2024 (Projected)	2025 (Estimated)	Est. Change 2024 - 2025	% of Collection
Garbage	20,827	21,017	20,676	21,416	21,617	21,924	308	83.91%
Recycling	5,118	4,834	4,033	3,699	4,128	4,187	59	16.02%
Organics	-	-	11	18	17	18	1	0.07%
Totals	25,945	25,851	24,720	25,132	25,762	26,130	368	100%
Year End Customer Count	21,673	21,942	22,138	22,769	23,074	23,299	225	

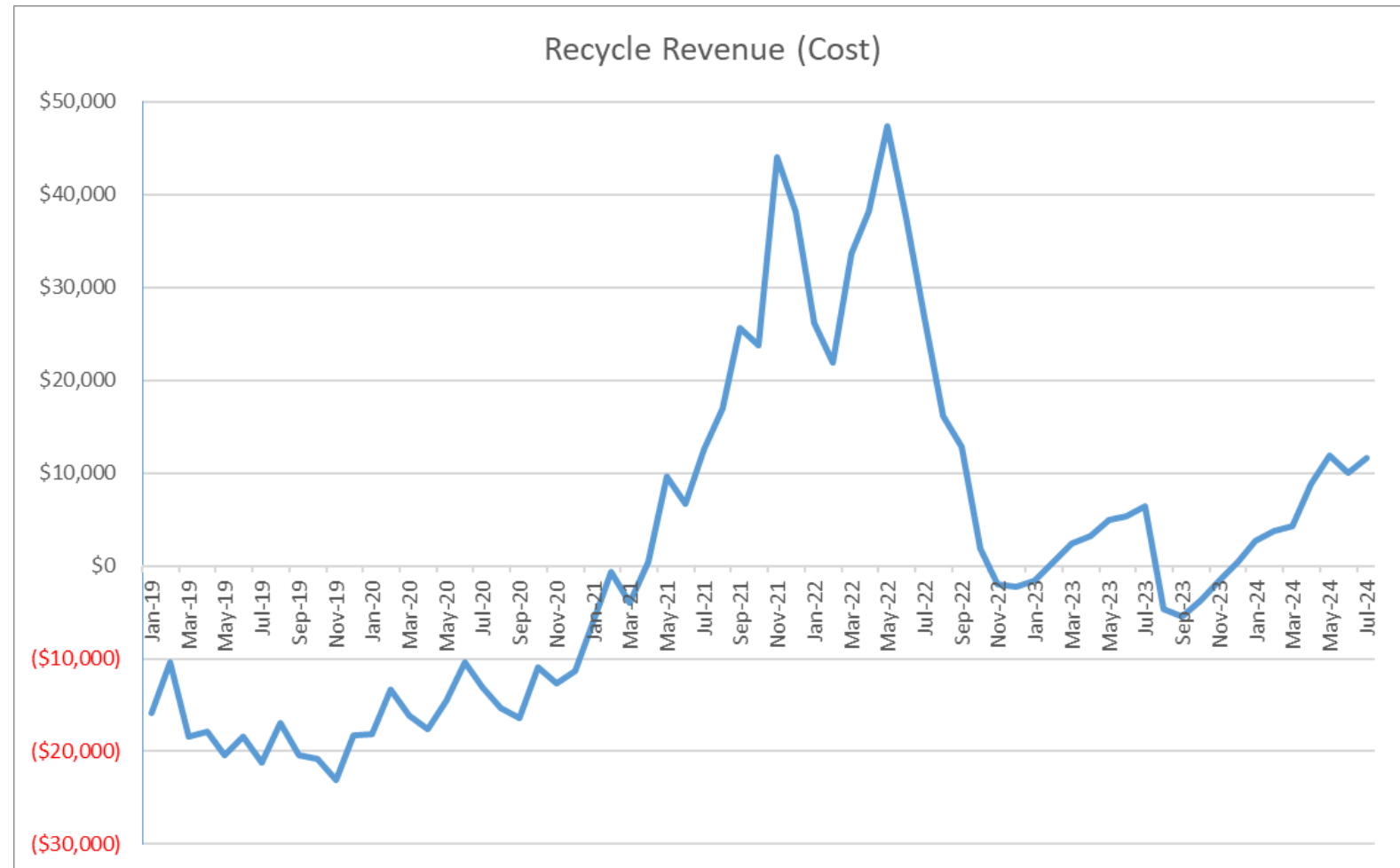
Expenditures

- ▶ Primary expense is contract fees for service
 - ▶ Monthly increase in the 2025 contract per-household
 - ▶ Hauling fee – 2.6% increase - \$0.40
 - ▶ Tipping fee - 8.28% increase over the 2024 average realized fee - \$75.75 per ton
- ▶ Recyclables marketed at a favorable rate of return from April 2021 – July 2024

Contract Expenditures – by category (\$ thousands)						
	2020	2021	2022	2023	2024 Projected	2025 Budget
Hauling Fees	\$2,859.30	\$2,993.23	\$3,127.19	\$3,319.42	\$3,918.51	\$4,426.20
Tipping Fees	\$1,238.77	\$1,317.34	\$1,300.73	\$1,421.19	\$1,526.87	\$1,665.36
Recyclables	\$169.77	\$(167.51)	\$(395.00)	\$(16.52)	\$(20.70)	\$0.00

Recycling Market Impact on Fund 2019 - 2024

- ▶ In 2019, the city assumed the direct benefits and risks of selling our recycling materials to the market
- ▶ From Jan 2019 - July 2024, we have realized a gain of \$92,000 from this agreement
- ▶ Forecasts for revenue assume a zero return for recycling materials.
- ▶ It is difficult to predict future revenue due to market volatility



Historical and 2025 Monthly Hauler Rates

	2020	2021	2022	2023	2024 (Jan-Jun)	2024 (Jul-Dec)*	2025
Garbage	\$7.57	\$7.82	\$8.07	\$8.33	\$8.60	\$11.25	\$11.54
Recycling	\$3.56	\$3.68	\$3.80	\$3.92	\$4.05	\$4.18	\$4.29
Total	\$11.13	\$11.50	\$11.87	\$12.25	\$12.65	\$15.43	\$15.83
Contract Increase %	3.25%	3.32%	3.22%	3.20%	3.27%	21.98%	2.60%

* Start of the new 5-year contract period (July 1, 2024 – June 30, 2029)

Proposed 2025 Residential Rates

- ▶ The goal in setting rates is to cover expenses and generate a positive return for all service cart sizes, except the reduced senior/hardship rate
 - ▶ City Revenue – City Realized Expenses should be $\geq$ Zero
- ▶ City Rate and Service Comparison

Cart Size Refuse	Customers	2024 Rate	2025 Rate	Change (\$)	Change (%)	City Qtr. Expense	Profit / Loss
96 – Gallon	13,631	\$71.00	\$77.50	\$6.50	9.2%	\$70.22	\$1.54
68 – Gallon	5,506	\$60.00	\$66.50	\$6.50	10.8%	\$61.13	\$0.61
38 – Gallon	4,004	\$52.00	\$58.50	\$6.50	12.5%	\$54.31	\$0.13
Senior/Reduced	158	\$35.50	\$38.75	\$3.25	9.2%	\$58.86	\$(22.98)

Score Grant



- ▶ SCORE Grant (Anoka County)
 - ▶ Aimed to encourage recycling
 - ▶ Reimbursement of qualified recycling-related expenditures
- ▶ 2025 Planned Expenditures
 - ▶ Three newsletters – covering specific recycling topics and program offerings
 - ▶ Recycling Saturday Events (11 events)
 - ▶ Free paper shredding
 - ▶ Postcard with event dates mailed to all homes in Blaine
 - ▶ Coupons to help promote and encourage participation (\$25 off an item)
 - ▶ Organics Dropoff Program
 - ▶ Weekly collection of organics
 - ▶ Informational and Education-related mailings

Organic Program

- ▶ Started in 2022 with our drop-off program (located at City Hall)
 - ▶ Currently, 550 people are signed up for the program
 - ▶ The county also started a drop-off at Jonesville Library in 2024, ~75 Blaine residents signed up directly through the county
 - ▶ Approximately 18 tons of organics are collected yearly, or .07% of our total tonnage
- ▶ Pollution Control Agency's - Solid Waste Management Plan 2030 Goal/requirement for organics
 - ▶ Goal 40 of the plan - Make residential curbside organics collection available in cities with a population greater than 5,000 by 2030
 - ▶ City required to have a plan to meet this goal by 2030
 - ▶ City required to offer Curbside collection to all homes in Blaine where current service is provided
 - ▶ Anoka County is adding this to their Waste Management Plan

City of Blaine, Minnesota
Refuse Fund - 603
Summary of Revenues, Expenditures, and Change in Fund Balance
2025 Budget - As of September 17, 2024

	2023 Actual	2024 Adopted Budget	2025 Budget	2026 Projection	2027 Projection	2028 Projection	2029 Projection
Operating Revenues							
Score Grant	\$ 85,978	\$ 203,456	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Refuse & Recycling Charges	4,972,334	5,683,600	6,251,874	6,626,986	7,024,605	7,446,081	7,892,846
Investment Earnings	24,943	-	-	-	-	-	-
Total Revenues	5,083,255	5,887,056	6,401,874	6,776,986	7,174,605	7,596,081	8,042,846
Operating Expenditures							
Garbage Hauling & Tipping Fees	4,702,020	5,445,400	6,082,000	6,446,920	6,833,735	7,243,759	7,678,385
Contractual Services	42,690	63,000	128,000	131,840	135,795	139,869	144,065
Other Services & Charges	167,353	166,100	179,700	190,482	201,911	214,026	226,868
Total Expenditures	4,912,063	5,674,500	6,389,700	6,769,242	7,171,441	7,597,654	8,049,318
Revenues Over (Under) Expenditures	171,192	212,556	12,174	7,744	3,164	(1,573)	(6,472)
Other Financing Sources (Uses)							
Transfers In	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-	-	-
Net Change in Fund Balance	171,192	212,556	12,174	7,744	3,164	(1,573)	(6,472)
Fund Balance, January 1	1,030,543	1,201,735	1,414,291	1,426,465	1,434,209	1,437,373	1,435,799
Fund Balance, December 31	1,201,735	1,414,291	1,426,465	1,434,209	1,437,373	1,435,799	1,429,328
Cash Balance, December 31	\$ 453,388	\$ 665,944	\$ 678,118	\$ 685,862	\$ 689,026	\$ 687,452	\$ 680,981

Questions for Council

- ▶ Are there any questions regarding the 2025 Refuse budget?
- ▶ Is there a consensus on the proposed 2025 Refuse Fund budget and rates?
- ▶ Is any further information needed before adopting the 2025 Refuse budget in December?



City of Blaine Staff Report

File Number: 2024-374

Agenda Date	Status
September 30, 2024	
In Control	File Type
City Council	Workshop Item

New Business - Jason Zimmerman, Finance Director

Agenda Item # 3.5

Utility Enterprise Funds 2025 Operating Budgets and 2025-2029 Capital Improvement Plans

Background

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

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

To ensure the City collects enough fees to cover each utility's costs, the recommended best practice is to evaluate fees annually and conduct a rate study every five years. In 2022, the City contracted with Baker Tilly to perform a rate study for the water, sanitary sewer, and stormwater funds. The results of the rate study were presented to Council at the August 14, 2023, workshop.

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

Past Council discussion around utility service levels indicated the following:

- Water delivered to homes is expected to meet the highest standards possible

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

Information on each utility and its 2025 proposed budget is included by fund below.

Water Utility Fund

The City's Water Utility Fund accounts for the operations of the City's water system. As an enterprise fund, the water fund is designed to recover the cost of providing clean, potable water to its customers through user fees. The City's water system consists of four water treatment plants, 20 wells, four water towers, and 332 miles of water pipe.

The system serves nearly 22,000 accounts, 95 percent of which are residential. Overall, Blaine provides water to more than 96 percent of City residents. The system has a daily pumping capacity of 19.6 million gallons, with an average daily usage of 8.4 million. The City's water operation functions as a division of the City's Public Works Department.

Revenues

The City's Water Utility Fund accounts for the operations of the City's water system. As an enterprise fund, the Water Utility Fund is designed to recover the cost of collecting, treating, and providing water through user fees. The current billing structure was established in 2022 when rates were adjusted by moving from a three-tiered billing system to a four-tier structure. Gradual increases were applied at each tier: 15 cents per thousand gallons on the first tier, 20 cents on the second, 25 cents on the third, and 30 cents on the fourth.

Total operating revenues budgeted for 2025 using the recommendations from the rate study and current year utility consumption are \$10.3 million. Non-operating revenues total \$1.0 million and include WAC charges and investment income. This funding level is intended to provide for operating expenditures, current debt service obligations, and begin the transition to prefund the purchase and acquisition of capital equipment. The current model would allocate \$1.0 million for cash purchase of capital in 2025, with annual increases thereafter, with the intent of drastically reducing the use of debt in years beyond 2029.

The water rates presented below are the amounts billed quarterly to residential customers based on usage; commercial rates are the same as the residential rates. The recommended rate for 2025 represents a 25 percent increase over 2024 for all tiers. The model recommends a 24 percent increase for 2026 and 23 percent increase in 2027 to pay existing operating costs and debt obligations, while at the same time beginning the process of prefunding capital projects that have been requested within the 2025-2029 CIP. The overall goal of the model is to transition the Water Fund from being fully reliant on debt to finance capital projects to being mostly cash funded, absent large scale infrastructure improvements.

Rate Type	2023 (per 1,000 gallons)	2024 (per 1,000 gallons)	2025 (per 1,000 gallons)
Flat Fee	\$7.70	\$8.86	\$11.08
0-24,000	\$2.25	\$2.59	\$3.24
24,001-75,000	\$2.84	\$3.41	\$4.26
75,001-150,000	\$2.91	\$4.07	\$5.09
150,000+	\$3.92	\$4.90	\$6.13
State Test Fee	\$2.43	\$2.43	\$3.04

Operating Expenses

Budgeted operating expenses are proposed to increase by approximately \$1.6 million from the 2024 budget. The following categories are included in the operating expenses:

- Personnel services - Cost of living modifications and other wage adjustments, workers' compensation, and other benefits including those in approved bargaining unit agreements
- Supplies - Treatment chemicals
- Contractual services - Legal fees, maintenance agreements, SCADA system
- Administrative chargebacks - Facilities Fund and General Fund Administration

Capital Outlay

The 2025-2029 Capital Improvement Plan includes \$61.4 million in capital improvements and equipment requests. The 2025 proposed capital budget includes \$6.1 million for infrastructure activity, \$520,000 for improvements related to pavement management projects, and \$676,000 for equipment. The majority of 2025 costs are anticipated to be financed with utility revenue backed debt.

Sanitary Sewer Utility Fund

The City's Sewer Utility Fund accounts for the operations of the City's sanitary sewer system. As an enterprise fund, the Sewer Utility Fund is designed to recover the cost of collecting, treating, and disposing of wastewater through user fees.

The system serves almost 22,000 accounts, 95 percent of which are residential. The City's sanitary sewer system consists of 350 miles of sanitary pipe, 32 lift stations, and other assets such as manholes and pumps. The sewer utility participates in the wastewater treatment program through Metropolitan Council Environmental Services (MCES), which means the City does not need its own wastewater treatment infrastructure. The City's sewer operation functions as a division of the City's Public Works Department.

Revenues

As with the Water Utility Fund, the Sewer Utility Fund receives most of its funding through fees charged to customers; approximately 97 percent of total revenues are collected in fees. Total operating revenues budgeted for 2025 using the recommendations from the rate study are \$10.8 million. Non-operating revenues total \$250,000 and include sewer access charges (SAC), special assessments, and

investment income. This funding level is intended to provide for operating expenditures, current debt service obligations, and begin the transition to prefund the purchase and acquisition of capital equipment. The current model would allocate \$1.0 million for cash purchase of capital in 2025, with annual increases thereafter, with the intent of drastically reducing the use of debt in years beyond 2029.

The sewer rates presented below are the amounts billed quarterly to residential customers; commercial rates are derived from the residential rates. The recommended rate for 2025 represents a 14 percent increase over 2024. The model also recommends a 14 percent increase in both 2026 and 2027 to pay existing operating costs and debt obligations, while at the same time beginning the process of prefunding capital projects that have been requested within the 2025-2029 CIP. The overall goal of the model is to transition the Sewer Fund from being fully reliant on debt to finance capital projects to being mostly cash funded, absent large scale infrastructure improvements.

Rate Type	2023	2024	2025
Residential	\$70.00	\$80.50	\$91.77

Expenses

Budgeted operating expenses are proposed to increase by approximately \$700,000 from the 2024 budget. The following categories are included in the operating expenses:

- Personnel services - Cost of living modifications and other wage adjustments, workers' compensation, and other benefits including those in approved bargaining unit agreements
- Supplies – Small equipment for lift stations and equipment needed for lift station maintenance
- Contractual services - Funds budgeted for ongoing maintenance contracts for lift stations
- Metropolitan Council Environmental Services (MCES) charges - MCES collects, treats, and disposes of wastewater across the metro area
- Administrative chargebacks - Facilities Fund and General Fund Administration

Capital Outlay

The 2025-2029 five-year plan includes \$37.3 million in capital improvements, which is attached in detail. The 2025 proposed capital budget includes \$5.8 million in improvements and equipment requests. The 2025 proposed capital budget includes \$4.4 million for infrastructure activity, \$215,000 for improvements related to pavement management projects, and \$1.2 million for equipment. The majority of 2025 costs are anticipated to be financed with utility revenue backed debt.

Stormwater Utility Fund

The City's Stormwater Utility Fund accounts for the operations of the City's storm drainage system. As an enterprise fund, the Stormwater Utility Fund is designed to recover the cost of maintaining the City's storm drainage system through user fees.

The system serves roughly 23,000 parcels throughout Blaine, which includes 185 miles of storm sewer pipes, 107 miles of ditches, 515 ponds, and numerous catch basins, outfalls, manholes, weirs, culverts, and swales. The stormwater operation functions as a division of the City's Public Works Department.

Revenues

The Storm Sewer Utility Fund receives nearly all of its funding through fees charged to customers. Total operating revenues budgeted for 2025 using the recommendations from the rate study are \$3.2 million. Non-operating revenues total less than \$100,000 and include investment income. This funding level is intended to provide for operating expenditures, current debt service obligations, and begin the transition to prefund the purchase and acquisition of capital equipment. The current model would allocate \$250,000 for cash purchase of capital in 2025, with annual increases thereafter, with the intent of drastically reducing the use of debt in years beyond 2029.

The stormwater rates presented below are the amounts billed quarterly to residential customers; the base commercial rate is the same as the residential rate with a residential equivalency factor (REF) applied to the rate. The REF takes into account total property area as well as the total impervious surface area of the property. The recommended rate for 2025 represents a 20 percent increase over 2024. The model also recommends a 20 percent increase in both 2026 and 2027 to pay existing operating costs and debt obligations, while at the same time beginning the process of prefunding capital projects that have been requested within the 2025-2029 CIP. The overall goal of the model is to transition the Stormwater Fund from being fully reliant on debt to finance capital projects to being mostly cash funded, absent large scale infrastructure improvements.

Rate Type	2023	2024	2025
Residential	\$11.55	\$13.86	\$16.63

Expenses

Budgeted operating expenses are proposed to increase by approximately \$350,000 from the 2024 budget. The following categories are included in the operating expenses:

- Personnel services - Cost of living modifications and other wage adjustments, workers' compensation, and other benefits including those in approved bargaining unit agreements
- Supplies – Small tools and minor equipment, pond maintenance program restoration supplies
- Contractual services - Professional services to address pond maintenance complaints from residents, street sweeping disposal fees
- Administrative chargebacks - Facilities Fund and General Fund Administration

Capital Outlay

The 2025-2029 five-year plan includes \$11 million in capital improvements. The 2025 proposed capital budget includes \$1.3 million for infrastructure activity and \$1.1 million for equipment. The majority of 2025 costs are anticipated to be financed with utility revenue backed debt.

A copy of the presentation will be attached before noon on the day of the meeting.

Attachments:

- *Fund Summaries – include the 2024 budget and the proposed 2025-2029 CIP; with detailed revenue sources, project expenses/budgets, and projected cash balances*

- *Detailed Project Listing – summary of each project for the proposed CIP, with descriptions of work to be completed and staff recommended*

Staff Recommendation

Questions for Council

Are there any questions regarding the 2025 Utilities Enterprise Funds Operating Budgets?

Are there any questions regarding the 2025-2029 Utilities CIP?

Is there a consensus on the proposed Operating Budgets and Capital Plan?

Is any further information needed before adopting the 2025 Utilities Operating Budgets and the 2025-2029 Utilities CIP in December?

Attachment List

1. 2025 Utilities Funds Presentation
2. Fund Summary - Water Fund
3. Fund Summary - Sewer Fund
4. Fund Summary - Stormwater Fund
5. 2025-2029 Project List with Description and Justification - Water
6. 2025-2029 Project List with Description and Justification - Sewer
7. 2025-2029 Project List with Description and Justification - Stormwater
8. 2025-2029 Capital Improvement Plan - Water
9. 2025-2029 Capital Improvement Plan - Sewer
10. 2025-2029 Capital Improvement Plan - Stormwater



2025 Utilities Enterprise Funds

Council Workshop | Finance

09/30/2024

Agenda

- ▶ Enterprise Funds Overview
- ▶ Water Utility
- ▶ Sewer Utility
- ▶ Stormwater Utility

Enterprise Funds

Definition

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

Structure

Self-supporting from user charges and retail sales:

- Operations
- Maintenance
- Capital Outlay/Preservation (including debt)

City has 4 Enterprise funds:

- Three utilities: Water, Sewer, Stormwater
- One Garbage & Recycling

Not intended to be funded through the property tax levy

Volume of Utility Accounts

Utility Accounts by Classification	
Residential	21,634
Commercial/Industrial	907
Townhomes	244
Airport	125
Apartments	87
Church/School	52
City of Blaine	33
Mobile Home Parks	7
Total	23,089

THE URBAN WATER CYCLE



SOURCE

Surface water, or from groundwater

WATER TREATMENT

Ensuring required purity for human consumption

DISTRIBUTION

Through transport pipes to end user

USE

Drinking, domestic

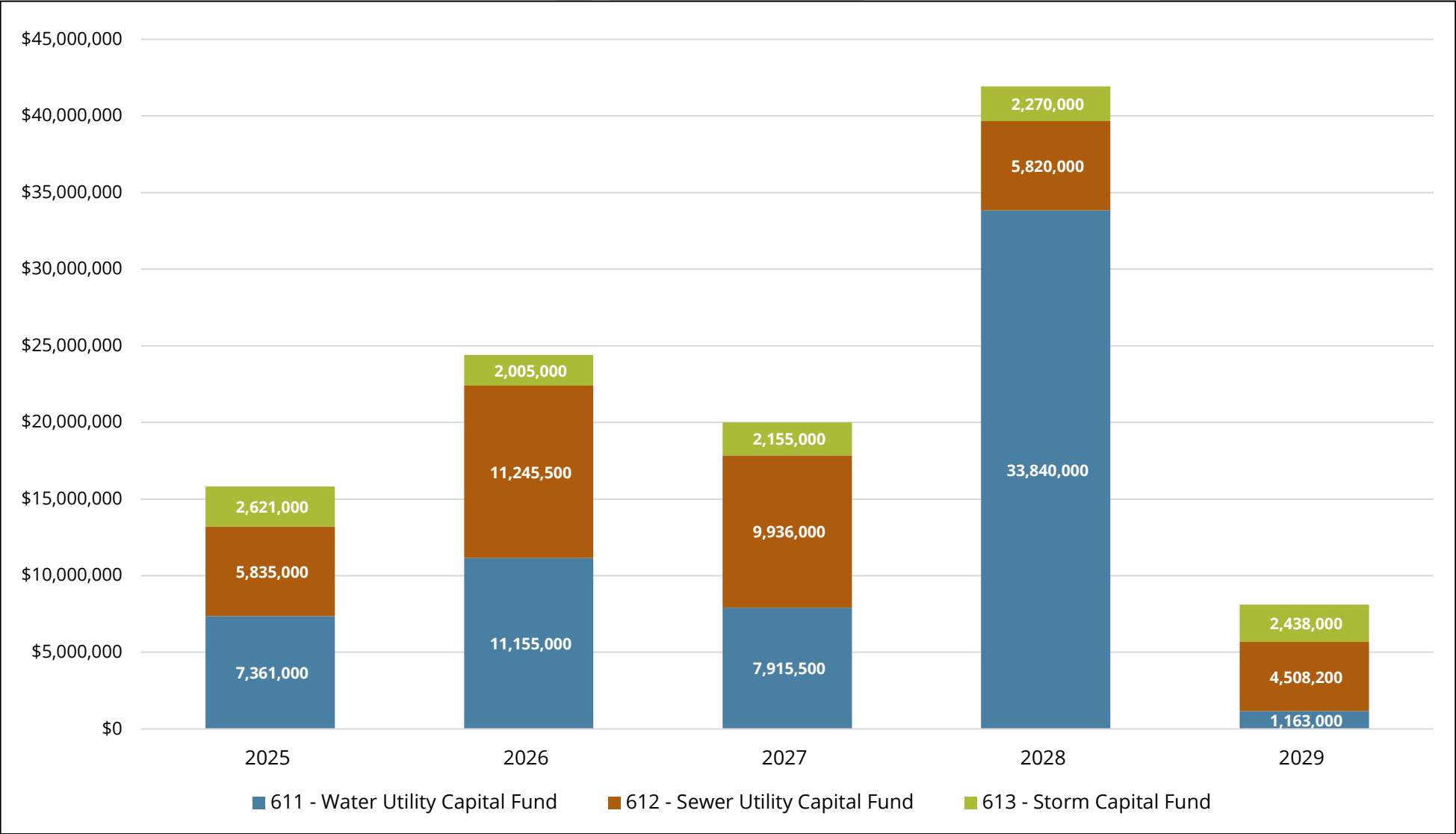
WASTEWATER COLLECTION

Through transport pipes to facility

WASTEWATER TREATMENT

Ensuring basic purity for discharge into environment

Capital Comparison by Fund





Water Utility Fund

Water Statistics

Current Assets Maintained

- Light duty vehicles (12), medium duty vehicles (1), heavy duty vehicles (1), trailers (3), generators (7), other equipment (5)
- Over 3,400 fire hydrants flushed annually and repaired as needed
- 332 miles of water main
- 11 million gallons of finished water storage

Work Completed Since 2021

- Water Treatment Plant 4 brought online
- Well 16 and booster station updates
- Water Treatment Plant 2 Updates
- Water Treatment Plant 1 Updates
- Water Treatment Plants 1-4 security cameras and intrusion upgrades

Water Utility Background



Purpose

- Provide high quality, safe, reliable drinking water
- Protect public health
- Ensure long-term water availability



Regulation

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



Water System

- Water treatment plants (4)
- Wells (20)
- Water towers (4)
- Water pipe (over 332 miles)
- Ground storage reservoir (1)



2023-2024 Projects Completed



Received July 2023

Ford F-350 With Plow
Package



Completed October 2023

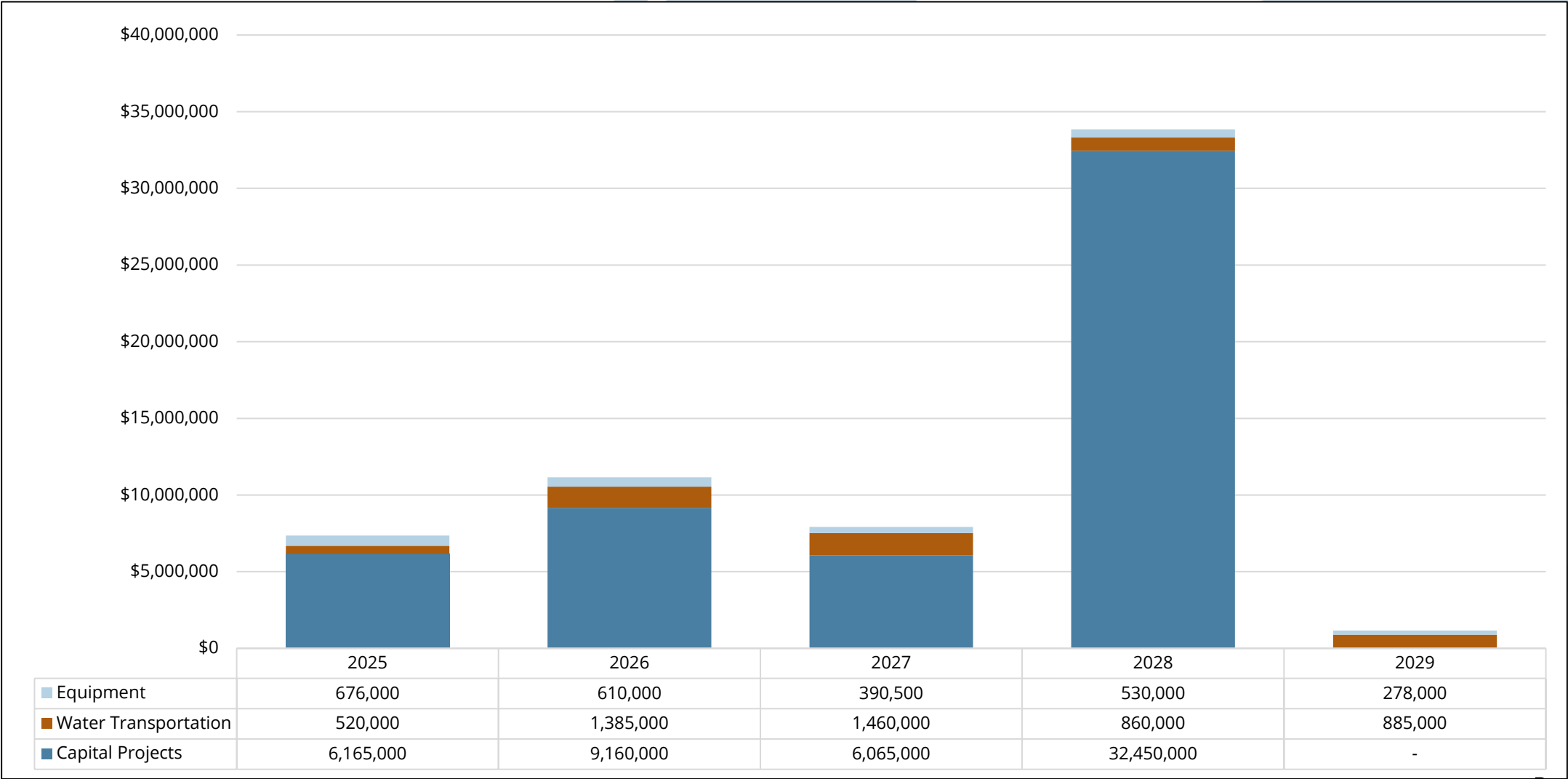
Water Treatment Plant
Security System



Completed February 2024

Water Treatment Plant
Valves

Water Capital Comparison



2025 Project Highlight



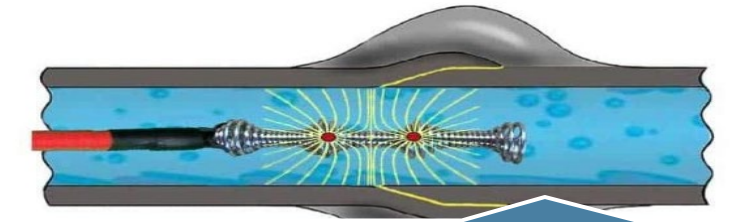
Water Tower 2

- The water tower has coating failures, structural issues, safety issues, security issues, and does not have the current City branding
- Additional security and safety features will be added
- Requesting \$2,550,000



Wellhouse 5

- Upgrades needed to meet current chemical, security, safety, and efficiency standards
- 2024 budget - \$1,000,000
- Requesting \$450,000



Lead Pipe Detection Equipment

- This swordfish scanner has been accepted by the EPA to verify that the pipe is not lead. This is a more cost-effective way to gather this information
- Requires staff training to operate the equipment
- Requesting \$110,000

CIP Highlights Beyond 2025



- ▶ Wellhouse 8 demolition and replacement with well rehabilitation
 - ▶ Proposed 2026; \$1,550,000
- ▶ Water Treatment Plant 3 rehabilitation, filter rehabilitation and update to current regulations
 - ▶ Proposed 2026; \$1,650,000
- ▶ Water Tower 4 rehabilitation and repaint
 - ▶ Proposed 2026; \$1,900,000
- ▶ Wellhouse 10 demolition and replacement with well rehabilitation
 - ▶ Proposed 2027; \$1,350,000
- ▶ New Gravity Treatment Plant
 - ▶ Proposed 2028; \$30,000,000

Water Operating Fund

- ▶ Accounts for operational costs including staff wages and benefits, supplies, and contracted services related to Public Works

2025 Positions funded

- Public Service Worker - Water (8)
- Working Foreman (2)
- Supervisor (1)
- *Deputy Supervisor (1)
- *Asset Mgmt Project Coord (1)

2025 Budgetary Changes

- Staffing Request: Public Service Worker ↑ \$106,000k
- Personnel Services ↑ \$86,000 or 5.7%
- Supplies ↑ \$585,500 or 48%
 - Water meter radios
- Contractual Service ↑ \$644,816 or 32.5%
 - BARR services (well drilling)
 - SCADA system

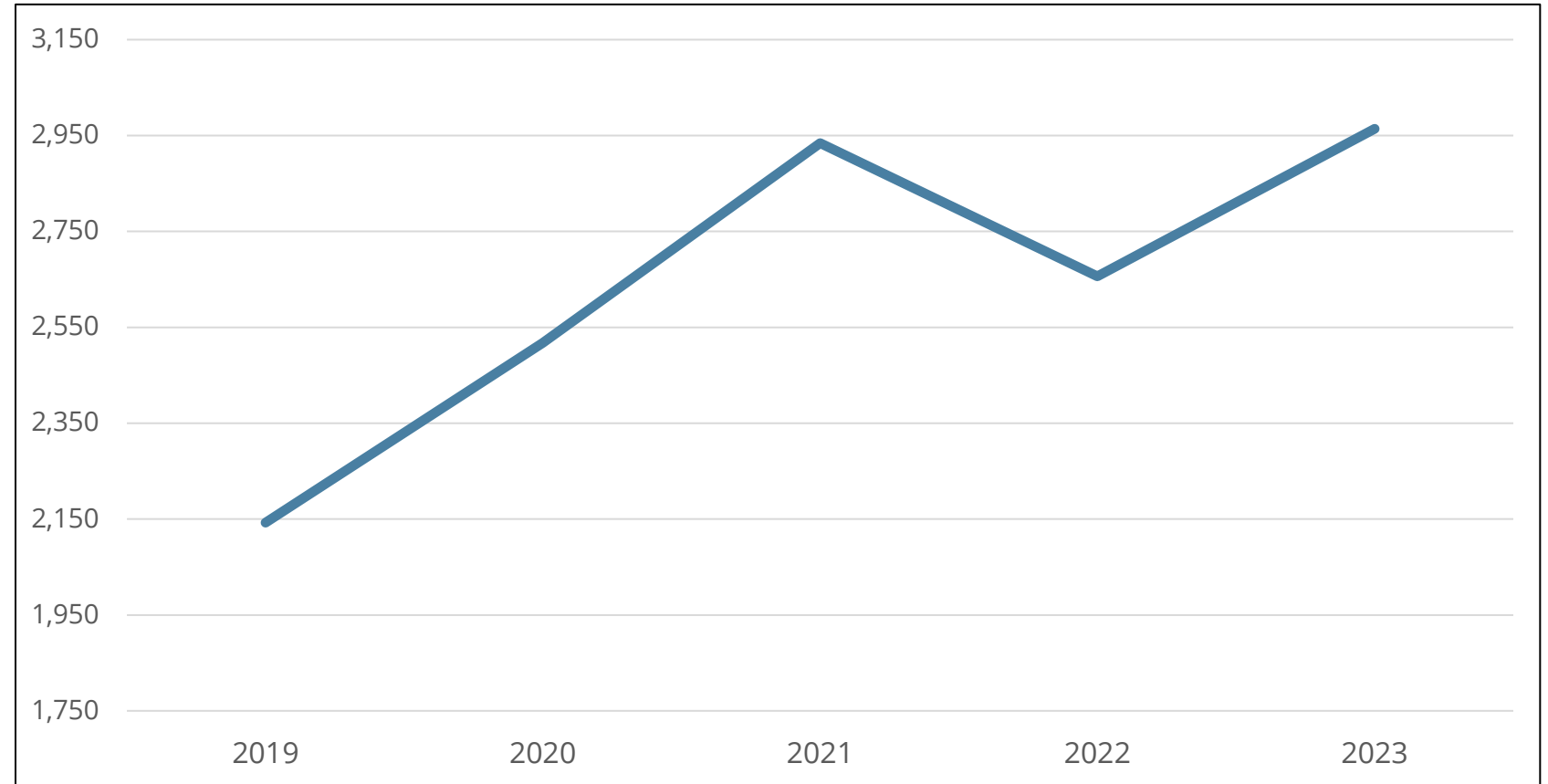
Volume of Water Accounts



Water Customer Accounts						
	2019	2020	2021	2022	2023	2024
Residential	19,565	19,846	20,099	20,442	20,942	21,371
Commerical	1,534	1,543	1,559	1,580	1,595	1,601
Total	21,099	21,389	21,658	22,022	22,537	22,972

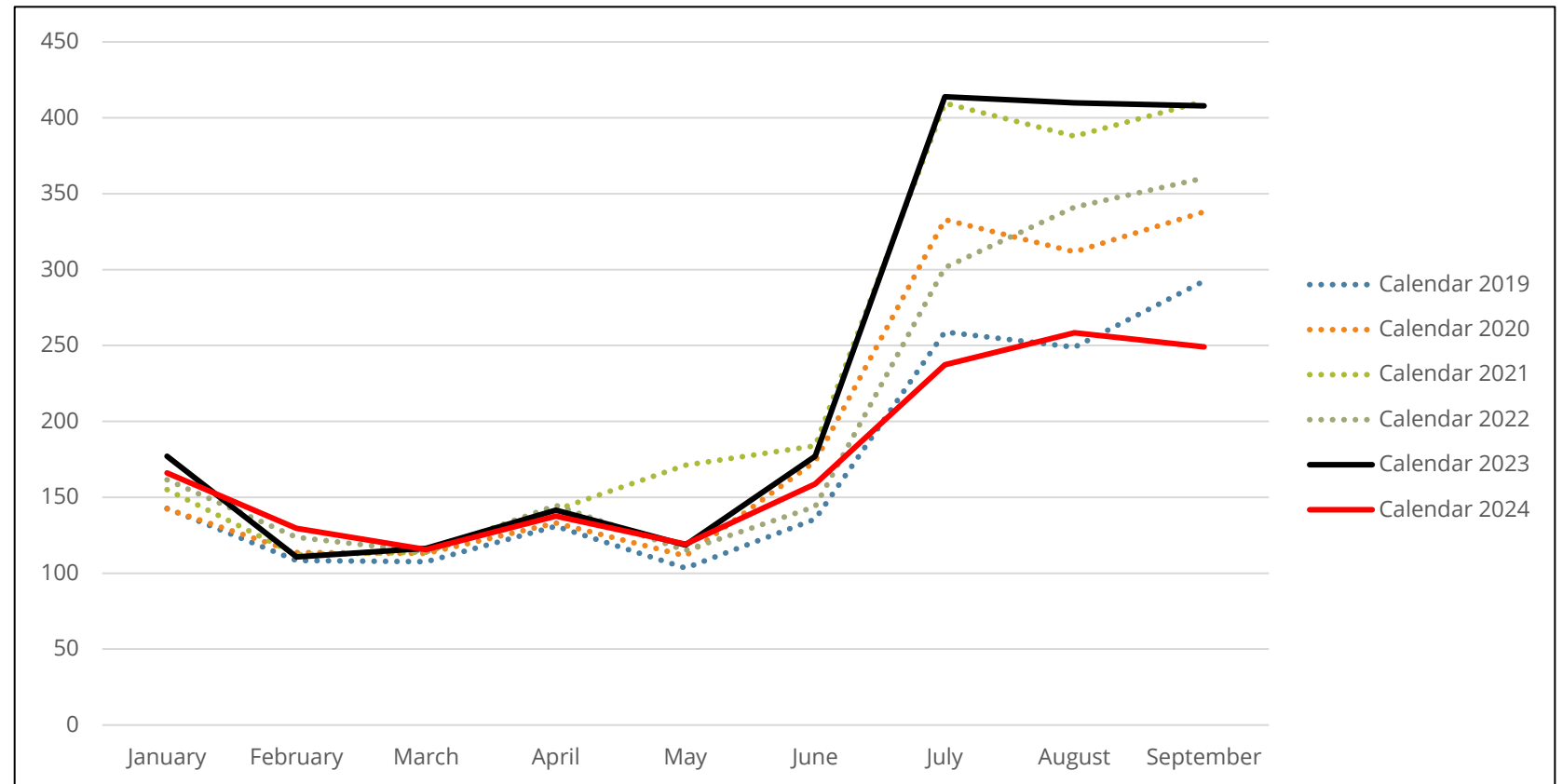


Water Gallons Billed (in millions)





Jan-Sept Consumption Comparison (millions of gallons)





Water Fund Long-Term Financial Plan

- ▶ 2024 beginning cash position = \$3.9 million
- ▶ 2025-2029 projected operating expenses = \$53.4 million
- ▶ 2025-2029 requested CIP = \$69.0 million
- ▶ Without action to increase revenues to prefund capital by 2029 (projected):
 - ▶ Annual debt service projected to grow to over \$8.6 million
 - ▶ Debt to represent 48% of all cash outflows
 - ▶ Six years into a 15-year debt cycle (bond repayment schedule of 15 years)
- ▶ Financial model shown:
 - ▶ Addresses current operating & debt obligations
 - ▶ Attempts to increase fees to pay cash for majority of capital by 2029



City of Blaine, Minnesota
Water Utility Fund - 601
Summary of Revenues, Expenditures, Cash, and Net Position
2025 Budget - As of September 19, 2024

	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
Operating Revenues						
Water Fees	\$ 9,089,542	\$ 10,312,500	\$ 12,787,500	\$ 15,728,625	\$ 19,188,923	\$ 23,218,597
Total Operating Revenues	9,089,542	10,312,500	12,787,500	15,728,625	19,188,923	23,218,597
Operating Expenses						
Personal Services	1,506,774	1,702,357	1,804,499	1,912,769	2,127,536	2,355,189
Supplies	1,208,500	1,794,000	1,901,640	2,015,739	2,136,684	2,264,886
Contractual Services	1,983,476	2,628,292	2,785,990	2,953,150	3,130,339	3,318,160
Other Services & Charges	1,148,660	1,218,898	1,292,032	1,369,554	1,451,728	1,538,832
Depreciation	1,697,500	1,799,350	1,907,311	2,021,750	2,143,055	2,271,639
Total Operating Expenses	7,544,910	9,142,897	9,691,472	10,272,962	10,989,342	11,748,706
Operating Income (Loss)	1,544,632	1,169,603	3,096,028	5,455,663	8,199,581	11,469,891
Nonoperating Revenues (Expenses)						
Investment Earnings	45,317	50,000	50,000	50,000	50,000	50,000
WAC Fees	936,500	936,500	936,500	936,500	936,500	936,500
Debt Interest Expense	(52,500)	(631,316)	(1,096,309)	(1,248,527)	(1,378,502)	(1,905,103)
Penalties & Interest	99,406	105,371	111,694	118,396	125,500	133,030
Other Revenues	15,649	16,588	17,584	18,640	19,759	20,945
Total Nonoperating	1,044,372	477,143	19,469	(124,991)	(246,743)	(764,628)
Revenues Over (Under) Expenditures	2,589,004	1,646,746	3,115,497	5,330,672	7,952,838	10,705,263
Other Financing Sources (Uses)						
Transfers In	-	-	-	-	-	-
Transfer Out to Water Capital	(1,301,029)	(1,000,000)	(2,500,000)	(4,000,000)	(5,750,000)	(6,750,000)
Total Other Financing Sources (Uses)	(1,301,029)	(1,000,000)	(2,500,000)	(4,000,000)	(5,750,000)	(6,750,000)
Change in Net Position	1,287,975	646,746	615,497	1,330,672	2,202,838	3,955,263
Net Position, January 1	114,622,024	115,909,999	116,556,745	117,172,242	118,502,914	120,705,752
Net Position, December 31	115,909,999	116,556,745	117,172,242	118,502,914	120,705,752	124,661,015
Net Change in Cash						
Beginning Cash	3,910,109	5,630,584	6,666,680	6,563,488	6,305,910	6,361,803
Change in Net Position	1,287,975	646,746	615,497	1,330,672	2,202,838	3,955,263
Add Depreciation	1,697,500	1,799,350	1,907,311	2,021,750	2,143,055	2,271,639
Remove Debt Principal Paid	(1,265,000)	(1,410,000)	(2,626,000)	(3,610,000)	(4,290,000)	(6,757,000)
Ending Cash	\$ 5,630,584	\$ 6,666,680	\$ 6,563,488	\$ 6,305,910	\$ 6,361,803	\$ 5,831,705

City of Blaine, Minnesota
Water Capital Fund - 611
Summary of Revenues, Expenditures, and Change in Fund Balance
2025-2029 Capital Improvement Plan - As of September 19, 2024

	2024 Budget	2025 Budget	2026 Proposed	2027 Proposed	2028 Proposed	2029 Proposed
Capital Outlay						
Capital Projects	\$ 5,070,000	\$ 6,165,000	\$ 9,160,000	\$ 6,065,000	\$ 32,450,000	\$ -
Water Portion of Transportation Projects	1,741,300	520,000	1,385,000	1,460,000	860,000	885,000
Equipment	797,000	676,000	610,000	390,500	530,000	278,000
Total Capital Outlay	7,608,300	7,361,000	11,155,000	7,915,500	33,840,000	1,163,000
Revenues Over (Under) Expenditures	(7,608,300)	(7,361,000)	(11,155,000)	(7,915,500)	(33,840,000)	(1,163,000)
Other Financing Sources (Uses)						
Revenue Bond Proceeds	5,070,000	5,415,000	7,160,000	2,565,000	27,200,000	-
GO Bond Proceeds	1,741,300	520,000	1,385,000	1,460,000	860,000	885,000
Equipment Certificates	797,000	676,000	610,000	390,500	530,000	-
Sale of Fixed Assets	-	-	-	47,500	-	-
Transfers In From Water Utility Operating Fund	1,301,029	1,000,000	2,500,000	4,000,000	5,750,000	6,750,000
Transfers Out	-	-	-	-	-	-
Total Other Financing Sources (Uses)	8,909,329	7,611,000	11,655,000	8,463,000	34,340,000	7,635,000
Net Change in Fund Balance	1,301,029	250,000	500,000	547,500	500,000	6,472,000
Fund Balance, January 1	3,328,802	4,629,831	4,879,831	5,379,831	5,927,331	6,427,331
Fund Balance, December 31	4,629,831	4,879,831	5,379,831	5,927,331	6,427,331	12,899,331
Cash Balance, January 1	1,580,662	-	250,000	750,000	1,297,500	1,797,500
Less: Cash Commitments for Uncompleted Capital	1,580,662	-	-	-	-	-
Projected Cash Balance, December 31	\$ -	\$ 250,000	\$ 750,000	\$ 1,297,500	\$ 1,797,500	\$ 8,269,500



2025 Recommended Rates

Water							
Quarterly	2022	2023	2024	2025	Unit	Change	Percent
Flat Fee	5.50	7.70	8.86	11.08	Flat	2.22	25%
0-24,000	1.61	2.25	2.59	3.24	/1,000 gal	0.65	25%
24,001-75,000	2.03	2.84	3.41	4.26	/1,000 gal	0.85	25%
75,001-150,000	2.08	2.91	4.07	5.09	/1,000 gal	1.02	25%
150,000+	2.80	3.92	4.90	6.13	/1,000 gal	1.23	25%
Mobile Home Parks	1.61	2.25	2.59	3.24	/1,000 gal	0.65	25%
Water Test Fee	2.43	2.43	2.43	2.43	Flat	-	0%



Sewer Utility Fund

Sewer Statistics

Current Assets Maintained

- Light duty vehicles (8), medium duty vehicles (1), heavy duty vehicles (2)
- 7,100 sections of sanitary pipe
- 7,017 sanitary manhole structures
- Manage over 5.5 million gallons of wastewater

Work Completed Since 2018

- 4 new lift stations
- Lift Station 21 upgrades/rehabilitation
- 14 lift station control panel building upgrades
- 16 lift stations installed with new pumps and hardware

Sewer Utility Background



Purpose

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



Regulation

- Environmental Protection Agency (EPA)
- MCES



Sewer System

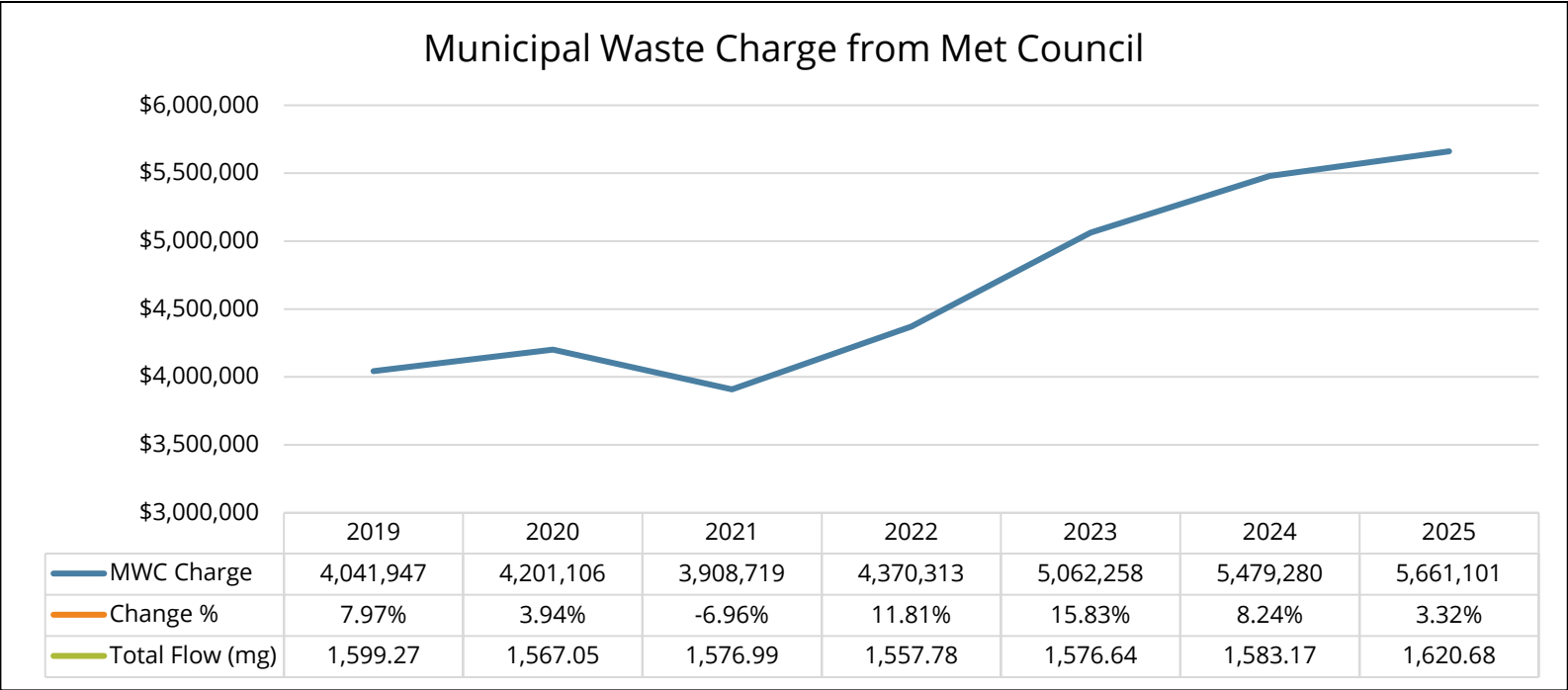
- Sanitary Pipe (over 350 miles)
- Lift Stations (32)
- Other assets: manholes, pumps

**MCES = Metropolitan Council of Environmental Services*

Met Council information



- ▶ 2025 rates projected to increase 3.32% - \$5,661,101
- ▶ Fee is based on the portion of wastewater flow from Blaine
 - ▶ 2025 estimates 1.6 billion gallons of wastewater flow from Blaine
 - ▶ Flow calculation is impacted by growth, water conservation, and inflow and infiltration rates



2024 Projects Completed



January 2024

Lift Station - #6
Valve Vault



August 2024

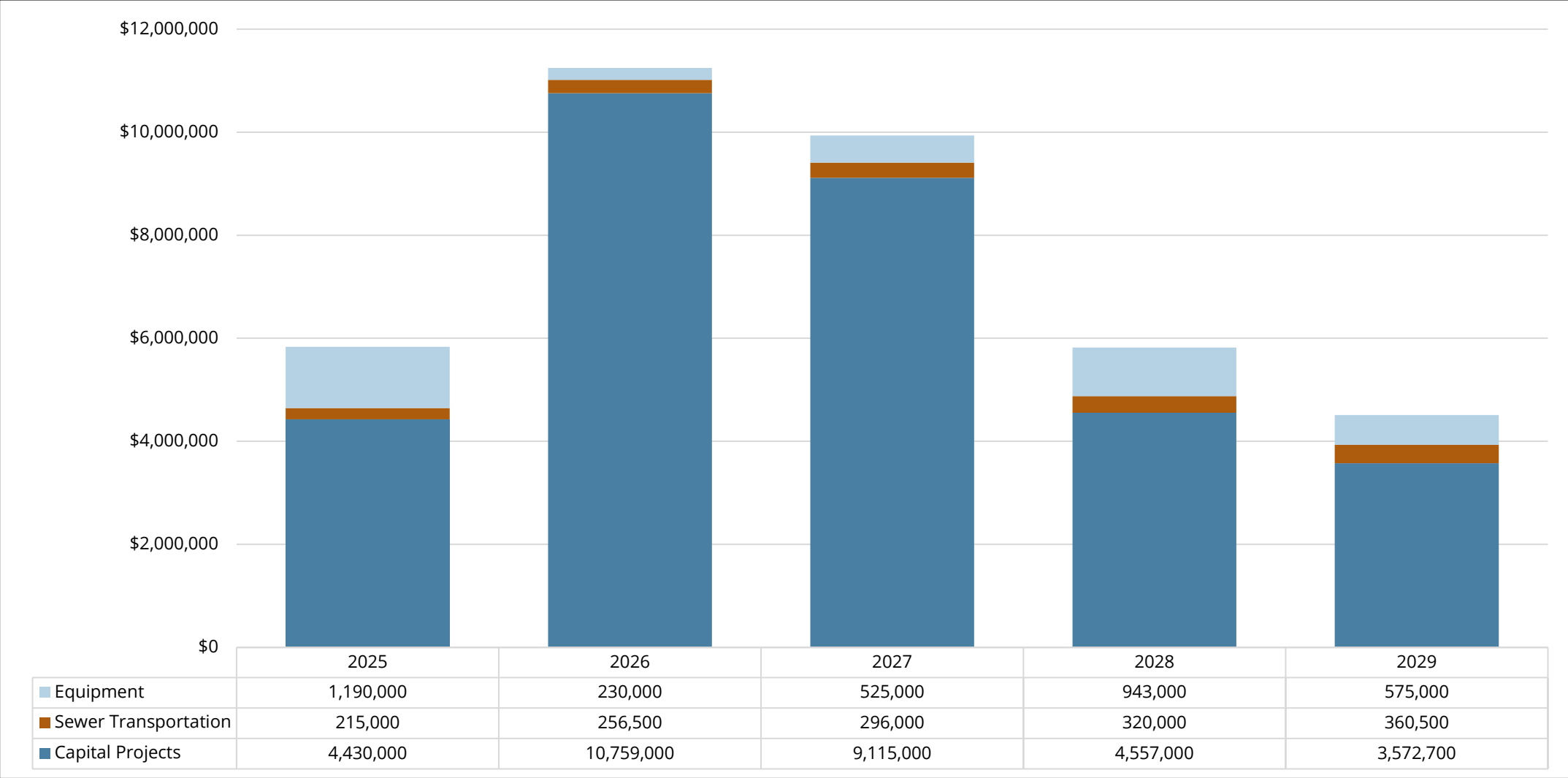
Lift Station - #24
Lid/Hatch Replacement



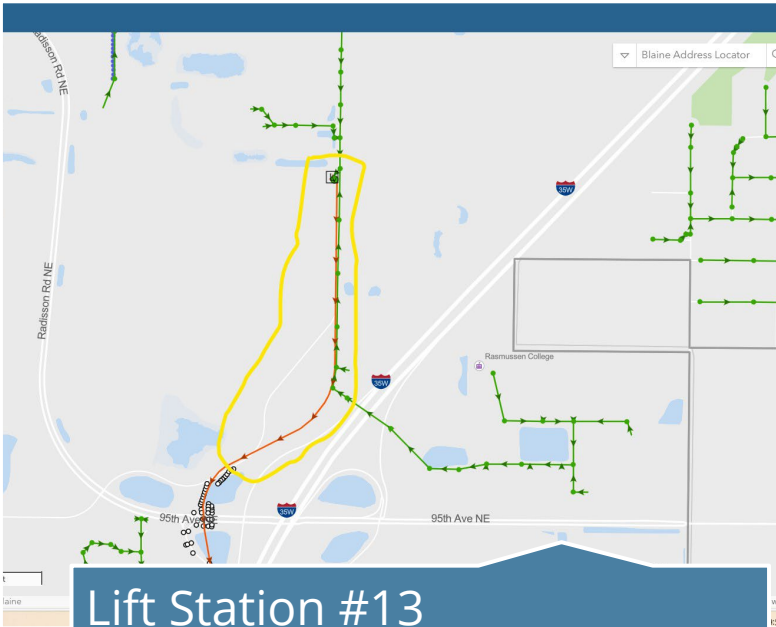
August 2024

Lift Station - #8
Lid/Hatch Replacement

Sewer Capital Comparison



2025 Project Highlight



Lift Station #13

- Forcemain Replacement
- Approved in 2023 \$1,700,000



Lift Station #13

- Wet Well Building Remodel
- Approved in 2023 \$4,300,000



Lift Station #25

- Forcemain Rehabilitation
- Requesting \$1,600,000

CIP Highlights Beyond 2025



- ▶ Lift Station #4
 - ▶ Rehabilitation
 - ▶ Proposed 2026; \$8,650,000

- ▶ Sewer Gravity Trunk Line (301)
 - ▶ Rehabilitation
 - ▶ Proposed 2027; \$3,710,000

- ▶ Sewer Gravity Trunk Line (307)
 - ▶ Rehabilitation
 - ▶ Proposed 2028; \$2,207,000

- ▶ Sewer Gravity Trunk Line (304)
 - ▶ Rehabilitation
 - ▶ Proposed 2029; \$3,512,700

Sewer Operating Fund

- ▶ Accounts for operational costs including staff wages and benefits, supplies, and contracted services related to Public Works

2025 Positions funded

- Public Service Worker - Sewer (4)
- *Public Service Worker (3)
- *Working Foreman (1)
- *Supervisor (1)
- *Deputy Supervisor (1)
- *Asset Mgmt Project Coord (1)

2025 Budgetary Changes

- Personnel Services ↑ \$91,000 or 10.7%
- Supplies ↑ \$51,000 or 68.5%
 - Tools/Equipment
- Contractual Service ↑ \$420,194 or 6.9%
 - Service Repairs
 - PMP Projects

* Position allocated to multiple Public Works Departments

Volume of Sewer Accounts



Sewer Customer Accounts						
	2019	2020	2021	2022	2023	2024
Senior Discount	1,341	1,400	1,418	1,421	1,409	1,383
Residential	18,250	18,473	18,719	19,132	19,601	19,998
Commercial	992	994	1,002	1,011	1,028	1,033
Total	20,583	20,867	21,139	21,564	22,038	22,414



Sewer Fund Long-Term Financial Plan

- ▶ 2024 beginning cash position = \$5.2 million
- ▶ 2025-2029 projected operating expenses = \$67.7 million
- ▶ 2025-2029 requested CIP = \$42.6 million
- ▶ Without action to increase revenues to prefund capital by 2029 (projected):
 - ▶ Annual debt service projected to grow to over \$3.9 million
 - ▶ Debt to represent 26% of all cash outflows
 - ▶ Six years into a 15-year debt cycle (bond repayment schedule of 15 years)
- ▶ Financial model shown:
 - ▶ Addresses current operating & debt obligations
 - ▶ Attempts to increase fees to pay cash for majority of capital by 2029



City of Blaine, Minnesota
Sewer Utility Fund - 602
Summary of Revenues, Expenditures, Cash, and Net Position
2025 Budget - As of September 19, 2024

	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
Operating Revenues						
Sewer Fees	\$ 9,470,961	\$ 10,796,896	\$ 12,308,461	\$ 14,031,646	\$ 15,996,076	\$ 18,235,527
Total Operating Revenues	9,470,961	10,796,896	12,308,461	14,031,646	15,996,076	18,235,527
Operating Expenses						
Personal Services	849,581	940,128	1,056,536	1,174,929	1,295,425	1,423,151
Supplies	79,000	125,500	133,030	141,012	149,473	158,442
Contractual Services	6,113,638	6,533,832	6,925,862	7,341,414	7,781,899	8,248,813
Other Services & Charges	1,044,910	1,117,548	1,184,601	1,255,678	1,331,019	1,410,881
Depreciation	1,410,000	1,494,600	1,584,276	1,679,333	1,780,093	1,886,899
Total Operating Expenses	9,497,129	10,211,608	10,884,305	11,592,366	12,337,909	13,128,186
Operating Income (Loss)	(26,168)	585,288	1,424,156	2,439,280	3,658,167	5,107,341
Nonoperating Revenues (Expenses)						
Investment Earnings	101,924	50,000	50,000	50,000	50,000	50,000
Debt Interest Expense	(35,750)	(154,775)	(475,532)	(562,874)	(783,737)	(889,212)
Penalties & Interest	118,862	125,994	133,554	141,568	150,063	159,067
Other Revenues	100,658	106,698	113,100	119,886	127,080	134,705
Total Nonoperating	285,694	127,917	(178,878)	(251,420)	(456,594)	(545,440)
Revenues Over (Under) Expenditures	259,526	713,205	1,245,278	2,187,860	3,201,573	4,561,901
Other Financing Sources (Uses)						
Transfers In	-	-	-	-	-	-
Transfer Out to Sewer Capital	(302,525)	(1,000,000)	(1,500,000)	(2,250,000)	(3,500,000)	(5,000,000)
Total Other Financing Sources (Uses)	(302,525)	(1,000,000)	(1,500,000)	(2,250,000)	(3,500,000)	(5,000,000)
Change in Net Position	(42,999)	(286,795)	(254,722)	(62,140)	(298,427)	(438,099)
Net Position, January 1	80,990,240	80,947,241	80,660,446	80,405,724	80,343,584	80,045,157
Net Position, December 31	80,947,241	80,660,446	80,405,724	80,343,584	80,045,157	79,607,058
Net Change in Cash						
Beginning Cash	5,239,989	6,551,990	7,549,795	7,571,349	7,454,542	6,442,208
Change in Net Position	(42,999)	(286,795)	(254,722)	(62,140)	(298,427)	(438,099)
Add Depreciation	1,410,000	1,494,600	1,584,276	1,679,333	1,780,093	1,886,899
Remove Debt Principal Paid	(55,000)	(210,000)	(1,308,000)	(1,734,000)	(2,494,000)	(2,989,000)
Ending Cash	\$ 6,551,990	\$ 7,549,795	\$ 7,571,349	\$ 7,454,542	\$ 6,442,208	\$ 4,902,008

City of Blaine, Minnesota
Sewer Capital Fund - 612
Summary of Revenues, Expenditures, and Change in Fund Balance
2025-2029 Capital Improvement Plan - As of September 19, 2024

	2024 Budget	2025 Budget	2026 Proposed	2027 Proposed	2028 Proposed	2029 Proposed
Capital Outlay						
Capital Projects	\$ 4,225,000	\$ 4,430,000	\$ 10,759,000	\$ 9,115,000	\$ 4,557,000	\$ 3,572,700
Sewer Portion of Transportation Projects	736,000	215,000	256,500	296,000	320,000	360,500
Equipment	287,000	1,190,000	230,000	525,000	943,000	575,000
Total Capital Outlay	5,248,000	5,835,000	11,245,500	9,936,000	5,820,000	4,508,200
Revenues Over (Under) Expenditures	(5,248,000)	(5,835,000)	(11,245,500)	(9,936,000)	(5,820,000)	(4,508,200)
Other Financing Sources (Uses)						
Revenue Bond Proceeds	4,225,000	3,680,000	9,759,000	7,115,000	2,057,000	-
GO Bond Proceeds	736,000	215,000	256,500	296,000	320,000	360,500
Equipment Certificates	287,000	1,190,000	230,000	275,000	443,000	-
Sale of Fixed Assets	-	-	-	-	-	-
Transfers In From Water Utility Operating Fund	302,525	1,000,000	1,500,000	2,250,000	3,500,000	5,000,000
Transfers Out	-	-	-	-	-	-
Total Other Financing Sources (Uses)	5,550,525	6,085,000	11,745,500	9,936,000	6,320,000	5,360,500
Net Change in Fund Balance	302,525	250,000	500,000	-	500,000	852,300
Fund Balance, January 1	7,187,698	7,490,223	7,740,223	8,240,223	8,240,223	8,740,223
Fund Balance, December 31	7,490,223	7,740,223	8,240,223	8,240,223	8,740,223	9,592,523
Cash Balance, January 1	2,773,641	-	250,000	750,000	750,000	1,250,000
Less: Cash Commitments for Uncompleted Capital	2,773,641	-	-	-	-	-
Projected Cash Balance, December 31	\$ -	\$ 250,000	\$ 750,000	\$ 750,000	\$ 1,250,000	\$ 2,102,300



2025 Recommended Rates

Sewer							
Quarterly	2022	2023	2024	2025	Unit	Change	Percent
Residential	63.00	70.00	80.50	91.77	Flat	11.27	14%
Senior Rate	31.50	35.00	35.00	39.90	Flat	4.90	14%
Apartments Mon. (per Unit)	15.75	17.50	20.13	22.94	Flat	2.82	14%
Apartments Qtr. (per Unit)	47.25	52.50	60.38	68.83	Flat	8.45	14%
Commercial Monthly							
0-5,833	21.00	23.33	26.83	30.59	Flat	3.76	14%
5,833+	3.60	4.00	4.60	5.24	/1,000 gal	0.64	14%
Commercial Quarterly							
0-17,499	63.00	70.00	80.50	91.77	Flat	11.27	14%
17,500+	3.60	4.00	4.60	5.24	/1,000 gal	0.64	14%



Stormwater Utility Fund

Stormwater Statistics

Current Assets Maintained

- Light duty vehicles (3), medium duty (3), heavy duty (2), combination unit (1), street sweepers (4)
- Over 515 ponds
- Over 110 ditch miles
- 11,800 segments of stormwater pipe
- 9,400 stormwater inlets

Work Completed Since 2018

- Iron enhanced infiltration system – Pleasure Creek
- Ditch 17 infiltration system – Aurelia Park
- Stormwater assets replaced as part of pavement management projects

Stormwater Utility Background



Purpose

- Manage run-off
- Pollution treatment
- Flood mitigation



Regulation

- Municipal Separate Storm Sewer System (MS4)
- Permit requires 1/5 of the City to be inspected per year



Storm System

- Storm Sewer Pipe (over 185 miles)
- Ditches (over 107 miles)
- Ponds (over 515)
- Other assets: manholes, weirs, outfalls, culverts, catch basins, swales

2024 Projects Completed



January 2024

Coon Creek Pond - 316



February 2024

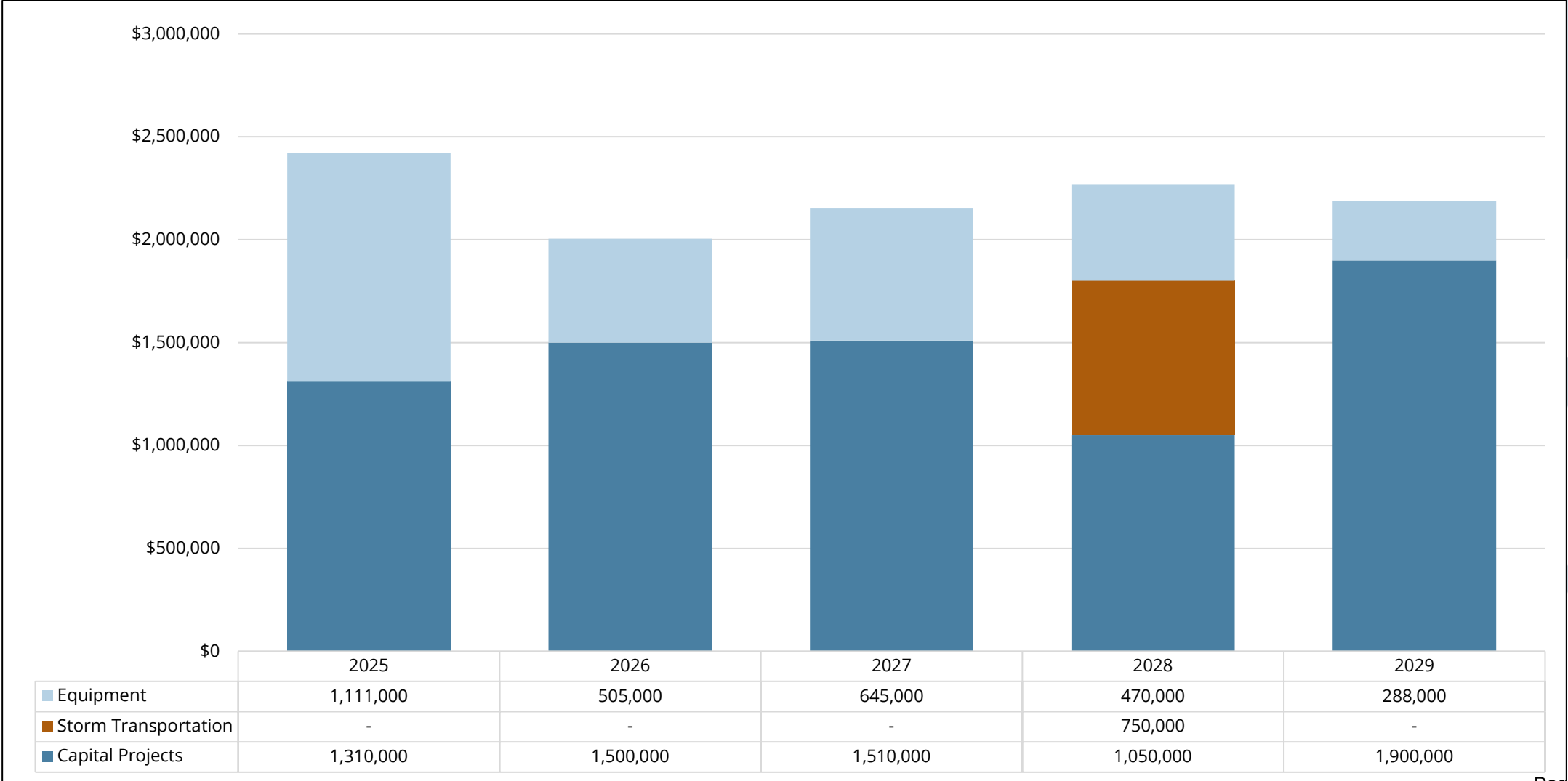
Coon Creek Pond - 26



Spring 2024

Street Sweeping

Stormwater Capital Comparison



2025 Project Highlight



11712 4th Street

- Replace pipe installed in 1967
- Requesting \$100,000



12107 Jefferson Street

- Extend pipe/clear overgrown vegetation
- Requesting \$100,000



Salvation Army – 89th Ave

- Structure improvement
- Approved in 2024 \$400,000

CIP Highlights Beyond 2025



- ▶ Culvert Replacement – Happy Acres 7th Street
 - ▶ Rehabilitation
 - ▶ Proposed 2026; \$400,000
- ▶ Pond Improvement - Pleasure Creek Iron Filtration System
 - ▶ Rehabilitation
 - ▶ Proposed 2027; \$450,000
- ▶ Infiltration Improvement – Biofiltration
 - ▶ Rehabilitation
 - ▶ Proposed 2028; \$200,000
- ▶ Irrigation Conversion – City Parks
 - ▶ Rehabilitation
 - ▶ Proposed 2029; \$350,000

Stormwater Operating Fund

- ▶ Accounts for operational costs including staff wages and benefits, supplies, and contracted services related to Public Works

2025 Positions funded

- Stormwater Coordinator
- Public Service Worker - Storm (4)
- *Public Service Worker (3)
- *Working Foreman (1)
- *Supervisor (1)
- *Deputy Supervisor (1)
- *Asset Mgmt Project Coord (1)

2025 Budgetary Changes

- Personnel Services ↑ \$86,000 or 8.6%
- Supplies ↑ \$10,000 or 3.9%
- Contractual Service ↑ \$197,000 or 50.3%
 - Street sweeping maintenance/disposal

Volume of Stormwater Accounts



Stormwater Customer Accounts						
	2019	2020	2021	2022	2023	2024
Accounts	20,898	21,161	21,437	21,841	22,301	22,668



Stormwater Fund Long-Term Financial Plan

- ▶ 2024 beginning cash position = \$3.8 million
- ▶ 2025-2029 projected operating expenses = \$21.0 million
- ▶ 2025-2029 requested CIP = \$13.0 million
- ▶ Without action to increase revenues to prefund capital by 2029 (projected):
 - ▶ Annual debt service projected to grow to over \$1.7 million
 - ▶ Debt to represent 34% of all cash outflows
 - ▶ Six years into a 15-year debt cycle (bond repayment schedule of 15 years)
- ▶ Financial model shown:
 - ▶ Addresses current operating & debt obligations
 - ▶ Attempts to increase fees to pay cash for majority of capital by 2029



City of Blaine, Minnesota
Stormwater Utility Fund - 604
Summary of Revenues, Expenditures, Cash, and Net Position
2025 Budget - As of September 19, 2024

	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
Operating Revenues						
Storm Drainage Fees	\$ 2,685,742	\$ 3,222,890	\$ 3,867,468	\$ 4,640,962	\$ 5,569,154	\$ 6,682,985
Total Operating Revenues	2,685,742	3,222,890	3,867,468	4,640,962	5,569,154	6,682,985
Operating Expenses						
Personal Services	1,002,847	1,088,680	1,214,001	1,341,842	1,472,353	1,610,695
Supplies	264,199	268,200	284,292	301,350	319,431	338,597
Contractual Services	392,058	589,056	624,400	661,864	701,576	743,671
Other Services & Charges	518,330	529,663	561,443	595,130	630,838	668,689
Depreciation	620,000	657,200	696,632	738,430	782,736	829,701
Total Operating Expenses	2,797,434	3,132,799	3,380,768	3,638,616	3,906,934	4,191,353
Operating Income (Loss)	(111,692)	90,091	486,700	1,002,346	1,662,220	2,491,632
Nonoperating Revenues (Expenses)						
Investment Earnings	20,982	20,000	20,000	20,000	20,000	20,000
Debt Interest Expense	(36,500)	(72,375)	(184,507)	(209,849)	(248,837)	(309,437)
Penalties & Interest	24,320	25,780	27,327	28,967	30,706	32,549
Other Revenues	12,160	12,890	13,664	14,484	15,354	16,276
Total Nonoperating	20,962	(13,705)	(123,516)	(146,398)	(182,777)	(240,612)
Revenues Over (Under) Expenditures	(90,730)	76,386	363,184	855,948	1,479,443	2,251,020
Other Financing Sources (Uses)						
Transfers In	-	-	-	-	-	-
Transfer Out to Storm Capital	(143,300)	(250,000)	(500,000)	(750,000)	(1,500,000)	(2,250,000)
Total Other Financing Sources (Uses)	(143,300)	(250,000)	(500,000)	(750,000)	(1,500,000)	(2,250,000)
Change in Net Position	(234,030)	(173,614)	(136,816)	105,948	(20,557)	1,020
Net Position, January 1	43,548,295	43,314,265	43,140,651	43,003,835	43,109,783	43,089,226
Net Position, December 31	43,314,265	43,140,651	43,003,835	43,109,783	43,089,226	43,090,246
Net Change in Cash						
Beginning Cash	3,803,092	4,129,062	4,497,648	4,421,464	4,404,842	4,056,021
Change in Net Position	(234,030)	(173,614)	(136,816)	105,948	(20,557)	1,020
Add Depreciation	620,000	657,200	696,632	738,430	782,736	829,701
Remove Debt Principal Paid	(60,000)	(115,000)	(636,000)	(861,000)	(1,111,000)	(1,390,000)
Ending Cash	\$ 4,129,062	\$ 4,497,648	\$ 4,421,464	\$ 4,404,842	\$ 4,056,021	\$ 3,496,742



City of Blaine, Minnesota
Stormwater Capital Fund - 613
Summary of Revenues, Expenditures, and Change in Fund Balance
2025-2029 Capital Improvement Plan - As of September 19, 2024

	2024 Budget	2025 Budget	2026 Proposed	2027 Proposed	2028 Proposed	2029 Proposed
Capital Outlay						
Capital Projects	\$ 915,000	\$ 1,310,000	\$ 1,500,000	\$ 1,510,000	\$ 1,050,000	\$ 1,900,000
Stormwater Portion of Transportation Projects	93,000	-	-	-	750,000	-
Equipment	745,000	1,111,000	505,000	645,000	470,000	288,000
Total Capital Outlay	1,753,000	2,421,000	2,005,000	2,155,000	2,270,000	2,188,000
Revenues Over (Under) Expenditures	(1,753,000)	(2,421,000)	(2,005,000)	(2,155,000)	(2,270,000)	(2,188,000)
Other Financing Sources (Uses)						
Revenue Bond Proceeds	915,000	1,160,000	1,250,000	1,010,000	550,000	-
GO Bond Proceeds	93,000	-	-	-	750,000	-
Equipment Certificates	745,000	1,111,000	505,000	645,000	470,000	-
Sale of Fixed Assets	-	-	-	-	-	-
Transfers In From Storm Utility Operating Fund	143,300	250,000	500,000	750,000	1,500,000	2,250,000
Transfers Out	-	-	-	-	-	-
Total Other Financing Sources (Uses)	1,896,300	2,521,000	2,255,000	2,405,000	3,270,000	2,250,000
Net Change in Fund Balance	143,300	100,000	250,000	250,000	1,000,000	62,000
Fund Balance, January 1	1,123,960	1,267,260	1,367,260	1,617,260	1,867,260	2,867,260
Fund Balance, December 31	1,267,260	1,367,260	1,617,260	1,867,260	2,867,260	2,929,260
Cash Balance, January 1	1,087,172	-	100,000	350,000	600,000	1,600,000
Less: Cash Commitments for Uncompleted Capital	1,087,172	-	-	-	-	-
Projected Cash Balance, December 31	\$ -	\$ 100,000	\$ 350,000	\$ 600,000	\$ 1,600,000	\$ 1,662,000



2025 Recommended Rates

Stormwater							
	2022	2023	2024	2025	Unit	Change	Percent
Residential Quarterly	10.50	11.55	13.86	16.63	Flat	2.77	20%
Commercial Monthly	3.50	3.85	4.62	5.54	Flat	0.92	20%
Commercial Quarterly	10.50	11.55	13.86	16.63	Flat	2.77	20%

Questions and Notes for Council

- ▶ Are there any questions regarding the 2025 Utilities Enterprise Funds Operating Budgets?
- ▶ Are there any questions regarding the 2025-2029 Utilities CIP?
- ▶ Is there a consensus on the proposed Operating Budgets and Capital Plan?
- ▶ Is any further information needed before adopting the 2025 Utilities Operating Budgets and the 2025-2029 Utilities CIP in December?



City of Blaine, Minnesota
Water Utility Fund - 601
Summary of Revenues, Expenditures, Cash, and Net Position
2025 Budget - As of September 19, 2024

	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
Operating Revenues						
Water Fees	\$ 9,089,542	\$ 10,312,500	\$ 12,787,500	\$ 15,728,625	\$ 19,188,923	\$ 23,218,597
Total Operating Revenues	9,089,542	10,312,500	12,787,500	15,728,625	19,188,923	23,218,597
Operating Expenses						
Personal Services	1,506,774	1,702,357	1,804,499	1,912,769	2,127,536	2,355,189
Supplies	1,208,500	1,794,000	1,901,640	2,015,739	2,136,684	2,264,886
Contractual Services	1,983,476	2,628,292	2,785,990	2,953,150	3,130,339	3,318,160
Other Services & Charges	1,148,660	1,218,898	1,292,032	1,369,554	1,451,728	1,538,832
Depreciation	1,697,500	1,799,350	1,907,311	2,021,750	2,143,055	2,271,639
Total Operating Expenses	7,544,910	9,142,897	9,691,472	10,272,962	10,989,342	11,748,706
Operating Income (Loss)	1,544,632	1,169,603	3,096,028	5,455,663	8,199,581	11,469,891
Nonoperating Revenues (Expenses)						
Investment Earnings	45,317	50,000	50,000	50,000	50,000	50,000
WAC Fees	936,500	936,500	936,500	936,500	936,500	936,500
Debt Interest Expense	(52,500)	(631,316)	(1,096,309)	(1,248,527)	(1,378,502)	(1,905,103)
Penalties & Interest	99,406	105,371	111,694	118,396	125,500	133,030
Other Revenues	15,649	16,588	17,584	18,640	19,759	20,945
Total Nonoperating	1,044,372	477,143	19,469	(124,991)	(246,743)	(764,628)
Revenues Over (Under) Expenditures	2,589,004	1,646,746	3,115,497	5,330,672	7,952,838	10,705,263
Other Financing Sources (Uses)						
Transfers In	-	-	-	-	-	-
Transfer Out to Water Capital	(1,301,029)	(1,000,000)	(2,500,000)	(4,000,000)	(5,750,000)	(6,750,000)
Total Other Financing Sources (Uses)	(1,301,029)	(1,000,000)	(2,500,000)	(4,000,000)	(5,750,000)	(6,750,000)
Change in Net Position	1,287,975	646,746	615,497	1,330,672	2,202,838	3,955,263
Net Position, January 1	114,622,024	115,909,999	116,556,745	117,172,242	118,502,914	120,705,752
Net Position, December 31	115,909,999	116,556,745	117,172,242	118,502,914	120,705,752	124,661,015
Net Change in Cash						
Beginning Cash	3,910,109	5,630,584	6,666,680	6,563,488	6,305,910	6,361,803
Change in Net Position	1,287,975	646,746	615,497	1,330,672	2,202,838	3,955,263
Add Depreciation	1,697,500	1,799,350	1,907,311	2,021,750	2,143,055	2,271,639
Remove Debt Principal Paid	(1,265,000)	(1,410,000)	(2,626,000)	(3,610,000)	(4,290,000)	(6,757,000)
Ending Cash	\$ 5,630,584	\$ 6,666,680	\$ 6,563,488	\$ 6,305,910	\$ 6,361,803	\$ 5,831,705

City of Blaine, Minnesota
Water Capital Fund - 611
Summary of Revenues, Expenditures, and Change in Fund Balance
2025-2029 Capital Improvement Plan - As of September 19, 2024

	2024 Budget	2025 Budget	2026 Proposed	2027 Proposed	2028 Proposed	2029 Proposed
Capital Outlay						
Capital Projects	\$ 5,070,000	\$ 6,165,000	\$ 9,160,000	\$ 6,065,000	\$ 32,450,000	\$ -
Water Portion of Transportation Projects	1,741,300	520,000	1,385,000	1,460,000	860,000	885,000
Equipment	797,000	676,000	610,000	390,500	530,000	278,000
Total Capital Outlay	7,608,300	7,361,000	11,155,000	7,915,500	33,840,000	1,163,000
Revenues Over (Under) Expenditures	(7,608,300)	(7,361,000)	(11,155,000)	(7,915,500)	(33,840,000)	(1,163,000)
Other Financing Sources (Uses)						
Revenue Bond Proceeds	5,070,000	5,415,000	7,160,000	2,565,000	27,200,000	-
GO Bond Proceeds	1,741,300	520,000	1,385,000	1,460,000	860,000	885,000
Equipment Certificates	797,000	676,000	610,000	390,500	530,000	-
Sale of Fixed Assets	-	-	-	47,500	-	-
Transfers In From Water Utility Operating Fund	1,301,029	1,000,000	2,500,000	4,000,000	5,750,000	6,750,000
Transfers Out	-	-	-	-	-	-
Total Other Financing Sources (Uses)	8,909,329	7,611,000	11,655,000	8,463,000	34,340,000	7,635,000
Net Change in Fund Balance	1,301,029	250,000	500,000	547,500	500,000	6,472,000
Fund Balance, January 1	3,328,802	4,629,831	4,879,831	5,379,831	5,927,331	6,427,331
Fund Balance, December 31	4,629,831	4,879,831	5,379,831	5,927,331	6,427,331	12,899,331
Cash Balance, January 1	1,580,662	-	250,000	750,000	1,297,500	1,797,500
Less: Cash Commitments for Uncompleted Capital	1,580,662	-	-	-	-	-
Projected Cash Balance, December 31	\$ -	\$ 250,000	\$ 750,000	\$ 1,297,500	\$ 1,797,500	\$ 8,269,500



City of Blaine, Minnesota
Sewer Utility Fund - 602
Summary of Revenues, Expenditures, Cash, and Net Position
2025 Budget - As of September 19, 2024

	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
Operating Revenues						
Sewer Fees	\$ 9,470,961	\$ 10,796,896	\$ 12,308,461	\$ 14,031,646	\$ 15,996,076	\$ 18,235,527
Total Operating Revenues	9,470,961	10,796,896	12,308,461	14,031,646	15,996,076	18,235,527
Operating Expenses						
Personal Services	849,581	940,128	1,056,536	1,174,929	1,295,425	1,423,151
Supplies	79,000	125,500	133,030	141,012	149,473	158,442
Contractual Services	6,113,638	6,533,832	6,925,862	7,341,414	7,781,899	8,248,813
Other Services & Charges	1,044,910	1,117,548	1,184,601	1,255,678	1,331,019	1,410,881
Depreciation	1,410,000	1,494,600	1,584,276	1,679,333	1,780,093	1,886,899
Total Operating Expenses	9,497,129	10,211,608	10,884,305	11,592,366	12,337,909	13,128,186
Operating Income (Loss)	(26,168)	585,288	1,424,156	2,439,280	3,658,167	5,107,341
Nonoperating Revenues (Expenses)						
Investment Earnings	101,924	50,000	50,000	50,000	50,000	50,000
Debt Interest Expense	(35,750)	(154,775)	(475,532)	(562,874)	(783,737)	(889,212)
Penalties & Interest	118,862	125,994	133,554	141,568	150,063	159,067
Other Revenues	100,658	106,698	113,100	119,886	127,080	134,705
Total Nonoperating	285,694	127,917	(178,878)	(251,420)	(456,594)	(545,440)
Revenues Over (Under) Expenditures	259,526	713,205	1,245,278	2,187,860	3,201,573	4,561,901
Other Financing Sources (Uses)						
Transfers In	-	-	-	-	-	-
Transfer Out to Sewer Capital	(302,525)	(1,000,000)	(1,500,000)	(2,250,000)	(3,500,000)	(5,000,000)
Total Other Financing Sources (Uses)	(302,525)	(1,000,000)	(1,500,000)	(2,250,000)	(3,500,000)	(5,000,000)
Change in Net Position	(42,999)	(286,795)	(254,722)	(62,140)	(298,427)	(438,099)
Net Position, January 1	80,990,240	80,947,241	80,660,446	80,405,724	80,343,584	80,045,157
Net Position, December 31	80,947,241	80,660,446	80,405,724	80,343,584	80,045,157	79,607,058
Net Change in Cash						
Beginning Cash	5,239,989	6,551,990	7,549,795	7,571,349	7,454,542	6,442,208
Change in Net Position	(42,999)	(286,795)	(254,722)	(62,140)	(298,427)	(438,099)
Add Depreciation	1,410,000	1,494,600	1,584,276	1,679,333	1,780,093	1,886,899
Remove Debt Principal Paid	(55,000)	(210,000)	(1,308,000)	(1,734,000)	(2,494,000)	(2,989,000)
Ending Cash	\$ 6,551,990	\$ 7,549,795	\$ 7,571,349	\$ 7,454,542	\$ 6,442,208	\$ 4,902,008

City of Blaine, Minnesota
Sewer Capital Fund - 612
Summary of Revenues, Expenditures, and Change in Fund Balance
2025-2029 Capital Improvement Plan - As of September 19, 2024

	2024 Budget	2025 Budget	2026 Proposed	2027 Proposed	2028 Proposed	2029 Proposed
Capital Outlay						
Capital Projects	\$ 4,225,000	\$ 4,430,000	\$ 10,759,000	\$ 9,115,000	\$ 4,557,000	\$ 3,572,700
Sewer Portion of Transportation Projects	736,000	215,000	256,500	296,000	320,000	360,500
Equipment	287,000	1,190,000	230,000	525,000	943,000	575,000
Total Capital Outlay	5,248,000	5,835,000	11,245,500	9,936,000	5,820,000	4,508,200
Revenues Over (Under) Expenditures	(5,248,000)	(5,835,000)	(11,245,500)	(9,936,000)	(5,820,000)	(4,508,200)
Other Financing Sources (Uses)						
Revenue Bond Proceeds	4,225,000	3,680,000	9,759,000	7,115,000	2,057,000	-
GO Bond Proceeds	736,000	215,000	256,500	296,000	320,000	360,500
Equipment Certificates	287,000	1,190,000	230,000	275,000	443,000	-
Sale of Fixed Assets	-	-	-	-	-	-
Transfers In From Water Utility Operating Fund	302,525	1,000,000	1,500,000	2,250,000	3,500,000	5,000,000
Transfers Out	-	-	-	-	-	-
Total Other Financing Sources (Uses)	5,550,525	6,085,000	11,745,500	9,936,000	6,320,000	5,360,500
Net Change in Fund Balance	302,525	250,000	500,000	-	500,000	852,300
Fund Balance, January 1	7,187,698	7,490,223	7,740,223	8,240,223	8,240,223	8,740,223
Fund Balance, December 31	7,490,223	7,740,223	8,240,223	8,240,223	8,740,223	9,592,523
Cash Balance, January 1	2,773,641	-	250,000	750,000	750,000	1,250,000
Less: Cash Commitments for Uncompleted Capital	2,773,641	-	-	-	-	-
Projected Cash Balance, December 31	\$ -	\$ 250,000	\$ 750,000	\$ 750,000	\$ 1,250,000	\$ 2,102,300



City of Blaine, Minnesota
Stormwater Utility Fund - 604
Summary of Revenues, Expenditures, Cash, and Net Position
2025 Budget - As of September 19, 2024

	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
Operating Revenues						
Storm Drainage Fees	\$ 2,685,742	\$ 3,222,890	\$ 3,867,468	\$ 4,640,962	\$ 5,569,154	\$ 6,682,985
Total Operating Revenues	2,685,742	3,222,890	3,867,468	4,640,962	5,569,154	6,682,985
Operating Expenses						
Personal Services	1,002,847	1,088,680	1,214,001	1,341,842	1,472,353	1,610,695
Supplies	264,199	268,200	284,292	301,350	319,431	338,597
Contractual Services	392,058	589,056	624,400	661,864	701,576	743,671
Other Services & Charges	518,330	529,663	561,443	595,130	630,838	668,689
Depreciation	620,000	657,200	696,632	738,430	782,736	829,701
Total Operating Expenses	2,797,434	3,132,799	3,380,768	3,638,616	3,906,934	4,191,353
Operating Income (Loss)	(111,692)	90,091	486,700	1,002,346	1,662,220	2,491,632
Nonoperating Revenues (Expenses)						
Investment Earnings	20,982	20,000	20,000	20,000	20,000	20,000
Debt Interest Expense	(36,500)	(72,375)	(184,507)	(209,849)	(248,837)	(309,437)
Penalties & Interest	24,320	25,780	27,327	28,967	30,706	32,549
Other Revenues	12,160	12,890	13,664	14,484	15,354	16,276
Total Nonoperating	20,962	(13,705)	(123,516)	(146,398)	(182,777)	(240,612)
Revenues Over (Under) Expenditures	(90,730)	76,386	363,184	855,948	1,479,443	2,251,020
Other Financing Sources (Uses)						
Transfers In	-	-	-	-	-	-
Transfer Out to Storm Capital	(143,300)	(250,000)	(500,000)	(750,000)	(1,500,000)	(2,250,000)
Total Other Financing Sources (Uses)	(143,300)	(250,000)	(500,000)	(750,000)	(1,500,000)	(2,250,000)
Change in Net Position	(234,030)	(173,614)	(136,816)	105,948	(20,557)	1,020
Net Position, January 1	43,548,295	43,314,265	43,140,651	43,003,835	43,109,783	43,089,226
Net Position, December 31	43,314,265	43,140,651	43,003,835	43,109,783	43,089,226	43,090,246
Net Change in Cash						
Beginning Cash	3,803,092	4,129,062	4,497,648	4,421,464	4,404,842	4,056,021
Change in Net Position	(234,030)	(173,614)	(136,816)	105,948	(20,557)	1,020
Add Depreciation	620,000	657,200	696,632	738,430	782,736	829,701
Remove Debt Principal Paid	(60,000)	(115,000)	(636,000)	(861,000)	(1,111,000)	(1,390,000)
Ending Cash	\$ 4,129,062	\$ 4,497,648	\$ 4,421,464	\$ 4,404,842	\$ 4,056,021	\$ 3,496,742

City of Blaine, Minnesota
Stormwater Capital Fund - 613
Summary of Revenues, Expenditures, and Change in Fund Balance
2025-2029 Capital Improvement Plan - As of September 19, 2024

	2024 Budget	2025 Budget	2026 Proposed	2027 Proposed	2028 Proposed	2029 Proposed
Capital Outlay						
Capital Projects	\$ 915,000	\$ 1,310,000	\$ 1,500,000	\$ 1,510,000	\$ 1,050,000	\$ 1,900,000
Stormwater Portion of Transportation Projects	93,000	-	-	-	750,000	-
Equipment	745,000	1,111,000	505,000	645,000	470,000	288,000
Total Capital Outlay	1,753,000	2,421,000	2,005,000	2,155,000	2,270,000	2,188,000
Revenues Over (Under) Expenditures	(1,753,000)	(2,421,000)	(2,005,000)	(2,155,000)	(2,270,000)	(2,188,000)
Other Financing Sources (Uses)						
Revenue Bond Proceeds	915,000	1,160,000	1,250,000	1,010,000	550,000	-
GO Bond Proceeds	93,000	-	-	-	750,000	-
Equipment Certificates	745,000	1,111,000	505,000	645,000	470,000	-
Sale of Fixed Assets	-	-	-	-	-	-
Transfers In From Storm Utility Operating Fund	143,300	250,000	500,000	750,000	1,500,000	2,250,000
Transfers Out	-	-	-	-	-	-
Total Other Financing Sources (Uses)	1,896,300	2,521,000	2,255,000	2,405,000	3,270,000	2,250,000
Net Change in Fund Balance	143,300	100,000	250,000	250,000	1,000,000	62,000
Fund Balance, January 1	1,123,960	1,267,260	1,367,260	1,617,260	1,867,260	2,867,260
Fund Balance, December 31	1,267,260	1,367,260	1,617,260	1,867,260	2,867,260	2,929,260
Cash Balance, January 1	1,087,172	-	100,000	350,000	600,000	1,600,000
Less: Cash Commitments for Uncompleted Capital	1,087,172	-	-	-	-	-
Projected Cash Balance, December 31	\$ -	\$ 100,000	\$ 350,000	\$ 600,000	\$ 1,600,000	\$ 1,662,000

2025-2029 Capital Improvement Plan

Water Fund

Capital Projects

Water Tower 2 Replacement/Rehabilitation - 2025-2027

- Rehabilitation of existing Water Tower 2; a 1-million-gallon multi leg water tower. This tower is located next to Blaine Baseball Complex. This multiyear project would include at a minimum repainting of the exterior and interior, additional security and safety features that would bring it into compliance with OSHA, EPA and Homeland Security regulations. We would also add updated City branding to the water tower. Water towers paint life is roughly 20 years.
- Water Tower 2 has coating failures, as well as structural, safety, and security deficiencies. Based on experience with coating issues on other water towers and advice from experts in the coatings field, we plan on having this tower inspected at the 1 and 2 year marks to ensure integrity of the work being done.

Restoration of the Northeast Well Field - 2025

- Funds for the work to restore access to the NE wells. City staff and consultants are meeting with the DNR to create a path to regain use of these wells. This will only be needed if we have a path forward with these wells.
- Wells 19, 20, and 21 have been off since 2022. The City will likely be required to do some work to regain access to the wells. This money is set aside for that need. Due to budgeting constraints money is being set aside now if there is a path forward in 2025. These funds will only be used if the DNR provides guidance to the City for remediation.

Well Control Covers - 2025-2028

- Replace one well cabinet with a building to cover well controls and protect the electronics at wells #17, 18, 19, 20, and 21. This will include updates to the electronics if needed and heat and A/C to keep the electronics at a better temperature to extend the lifespan of these sensitive components. This will also include Variable Frequency Drives (VFD's) which allow control over how fast the water is pumped out of the ground to better meet the City's need.
- Currently outdoor metal cabinets are in place, these are unsafe to work on in bad weather due to all the electrical components housed within. For safety the high voltage part of the well house should be located away from other controls. They also do not have VFD's in them or A/C. VFD's would allow better control of the water system and be more energy efficient. A/C keeps the controls at a better temperature and extends the life of hard to get components.

Lexington Water Separation and Metering - 2025-2026

- This project is related to a pending lawsuit. Project would entail separating out water main from the City of Lexington to maintain the integrity of Blaine's water. 2025 funds would be used to finish the design of the possible separation and/or metering of the system. This will only be needed if we can separate the systems.
- The cities of Blaine and Lexington have an interconnected system. Pending a court ruling, we can isolate our system from Lexington's. Lexington's well (well 15) is high in manganese. This well is only run in the summer. It creates water complaints in the southeast corner of the City. Manganese coats the pipes which creates a situation that drives complaints year round. The City in the past has cleaned mains across the City by ice pigging. This is costly and disruptive. This was done to remove iron, manganese and other sediment in the pipes. In 2017 ice pigging around the southwest corner of town cost approximately \$100,000.

Wellhouse 5 Replacement - 2025

- Wellhouse 5 is a seasonal use well that is in poor condition and in need of replacement. Wellhouse 5 is likely to fail within 1 to 2 years. Wellhouse 5 pumps roughly 750,000 gallons per day. It needs upgrades to meet current chemical, security, safety and efficiency standards. Design work was approved in the 2024 budget, in anticipation of construction commencing in the fall of 2025.
- Additional money is being set aside for this project due to increased costs in the industry. Funds are being requested to add a fiber cable line from Water Tower 2 to Wellhouse 5. This will allow us to have real time

2025-2029 Capital Improvement Plan

Water Fund

communication with the wellhouse increasing security and allowing cameras to help limit vandalism to this critical asset. This will also allow us to meet current and future security regulations.

Well 16 and Reservoir Improvements - 2025

- Security improvements to Well 16 and the reservoir. To include but not limited to cameras, intrusion system and fencing. Plus, a mixer for the tank to improve water quality.
- Fencing has been repeatedly damaged at this site. Individuals have been leaning tables against the reservoir and climbing on top. This is a risk to the individuals and to the water system. The tank currently has partial fencing around it. To add security improvements, we would need to install fiber optic cabling to the site. Fiber optic cabling would cost roughly \$200,000. Fencing would cost roughly \$50,000. Additional camera coverage and intrusion alarms would be roughly \$50,000. A mixer would be added to improve the water quality at the reservoir by ensuring that the water stays mixed and not stratified.

Water Treatment Plant 3 Media Replacement and Plant Improvements - 2025-2026

- Updating Water Treatment Plant 3 to current regulations and possibly changing out media, laterals and other filter parts. Design would be in 2025 with construction in 2026. Currently testing for these upgrades at Water Treatment Plant 1. We are evaluating the filter media and process to determine if these changes will result in the typical 15 to 20 year filter lifespan.
- Water Treatment Plant 3 was slated for this work in 2023, however both filters failed at Water Treatment Plant 1 that year. Funds were diverted to correct the deficiencies at Water Treatment Plant 1. Water Treatment Plant 3 has different age media and different sized underdrains. This creates operational challenges. This plant is due for a major upgrade to bring it back into compliance. If we were to be inspected by the EPA this plant would not pass inspection. The current media requires annual chemical cleaning that requires the plant to be shut down. Cleaning the filters across the City costs roughly \$50,000. If this plant fails it takes out over 2 million gallons of production per day of filtered water. The plant failed in 2020, when media from one of the filters made its way into the distribution system. City staff flushed hydrants in that area and most of the media was removed from the distribution system. Due to that failure this plant is able to run with chemicals being added like what is done to a seasonal well. We would be treating the water but not filtering it and removing the iron and manganese. While this water is safe to drink, the City still receives resident complaints related to the discoloration of the water.

Wellhouse 8 Replacement - 2025-2026

- Wellhouse 8 is a dated seasonal wellhouse with old equipment that needs to be upgraded. It does not meet current standards for security, safety, chemical storage, and efficiency. It pumps at a rate of 1.4 million gallons per day.
- Wellhouse 8's building, controls, and pump are original. It has a storage area that is used by the meter technician to break down meters. It does not meet current standards for chemical storage, security, and safety.

HWY 65 Watermain Relocation Design - 2025

- Design for the relocation of water main in conjunction with the HWY 65 project.
- HWY 65 will require the relocation of some water mains. Determining the correct location and size of these water mains is critical for the water system. Along HWY 65 there are some of the oldest water mains in town. This section of water main is cast iron and was put in as part of project 61-1 when it was the Village of Blaine. Cast iron water main has a life expectancy of 60 to 100 years. Due to the criticality of a failure that would damage the HWY staff will work with a consultant to shift to a new water main that is away from the HWY right of way.

Water Tower 4 Rehabilitation - 2025-2026

- Multi-year project to rehabilitate Water Tower 4. Tower 4 is a 2-million-gallon tank situated on a concrete base. Year 1 is consulting and design. Year 2 would be repainting of the tower. Subsequent years would be

2025-2029 Capital Improvement Plan

Water Fund

inspections to ensure the work will last the expected 20 years. Water towers are typically painted every 20 years. This would be a full repaint of both the interior and exterior.

- Water Tower 4 was constructed in 2008. There have been some coating failures and rust bleed through on the towers exterior paint. In 2021 recoating of the tower top was done to extend the life of the paint until a full recoating project could happen.

Water Tower 4 Valve Replacement - 2025

- Replace 20" valve in Water Tower 4 that is leaking when shut off.
- Current valve is a butterfly valve. It does not fully seal. We would replace it with a gate valve that long term lasts longer and seals tight. This will allow us to shut off the water to the tower for maintenance.

Bulk Water Improvements - 2025-2026

- Improvements for the bulk water fill stations. To help improve safety and allow year-round operation at the Water Treatment Plant 4 site.
- Currently the bulk water station next to Water Treatment Plant 4 cannot stay open year-round, because the enclosure does not stay warm enough. The fill line is a 2 inch pipe that makes filling up slow. Improvements at Water Treatment Plant 4 would include a new structure, larger fill line, and possible update to accept credit cards for payment. Public Works bulk water fill is used year-round. It does create some icing issues in the winter, this creates an increase in salt usage in that area and presents a safety risk for slips and falls for staff and customers. Improvements here would be a pad to collect any water to limit icing as well as a heated drain. We could also add a credit card station here to allow another payment option.

Watermain Relocations Related to HWY 65 Project - Part 1 - 2026

- Construction of new water main in conjunction with the HWY 65 project. This number is subject to change. If the watermain needs to be moved for the road then the HWY 65 funds will move the mains.
- Funds set aside for the construction of new watermain away from the highway. This will lower the risk of failure affecting a state highway.

SCADA Upgrade - 2026

- SCADA controls and monitors the City's water and sewer system. This upgrade will be a major upgrade to the system shifting from a hardware-based system to a cloud-based system.
- Maintain a SCADA system that functions well. This will shift some of the costs from hardware to software. This will allow the system to use more standard computers. Currently we use specialized computers that typically last three years and can cost up to \$10,000 each. Switching to cloud-based software allows for easier upgrades and limits the hazard of auto updates to the computer turning off the system.

Water Treatment Plant 2 Media Replacement - 2026-2027

- Removing old media and replacing with new media and new laterals. Media is what allows the filters to function properly. The current media requires annual cleaning. To do this work the plant is taken offline. Cleaning the filters across the City costs roughly \$50,000.
- Taking this plant offline reduces the City's daily production rate by 8 million gallons of filtered water. The work is done in the winter when demand is lower. We are trialing the different media and other filtration parts at Water Treatment Plant 1. This is so we are not wasting money on a process that will not get us the roughly 15 to 20 years that would be a normal filters lifespan.

Wellhouse 10 Replacement - 2026-2027

- Replacing wellhouse #10 with a new one. It is a dated well house with old equipment that needs to be upgraded to meet current chemical storage, safety and security requirements. Wellhouse 10 is a seasonal well that pumps at a rate of roughly 1.5 million gallons per day. The well would be redeveloped if needed.
- Well 10 was permitted in 1974. The well has had some minor updates over the years but is in need of a full replacement to meet current safety, chemical storage and efficiency standards.

2025-2029 Capital Improvement Plan

Water Fund

Water Treatment Plant 2 Expansion - 2027

- Expand capacity for water treatment at Water Treatment Plant 2 so we can get better quality water with longer contact time in the filters. This is for a long-term expansion of the City water treatment network. Currently staff are using Water Treatment Plant 1 as a test site to determine if the current filter vessels can be modified to perform better.
- In the water system some wells are treated onsite with chemicals and others are pumped through the plant for filtration. The current water plants were designed to only filter out iron and manganese. With changing regulations and what needs to be removed from the water, it is expected that we will need to upgrade an existing plant to address changing conditions.

Watermain Relocations Related to HWY 65 Project - Part 2 - 2027

- Relocation of watermain in conjunction with HWY 65 Project. This number is subject to change. If the watermain needs to be moved for the road HWY 65 funds will move the mains.
- Funds set aside for the construction of new watermain away from the highway. This will lower the risk of failure affecting a state highway.

Wellhouse 7 Replacement - 2027-2028

- Replacing Wellhouse 7 with a new one. It is a dated wellhouse with old equipment that needs to be upgraded. Well 7 was permitted in 1974. It pumps at 1.4 million gallons per day. The well does not meet current safety, efficiency, security and chemical storage standards. It is an emergency use only well.
- The well does not meet current safety, efficiency, security and chemical storage standards. It is an emergency use only well.

New Gravity Treatment Plant - 2028

- Replace Water Treatment Plant 1 with a gravity feed plant next to the reservoir. Project would likely be needed around 2040.
- With changing regulations and how the original plants were built. We expect to need to replace one plant to increase the City's treatment capacity. This would allow for better compliance with future regulations. The current plants were built to remove iron and manganese only. A future plant would be designed to meet or exceed regulations in the future.

Install New Well - 2028

- Installing new future well to feed Water Treatment Plant 4, when development to the north happens. Water Treatment Plant 4 was designed with a capacity to treat 8.6 million gallons of water per day. The wells connected to the plant can currently pump roughly 7.5 million gallons. We would drill a new well and connect it to Water Treatment Plant 4 with a pumping rate of around 800 gallons per minute. This is contingent upon resolution of all current well interference complaints by the DNR. This would be Well 22.
- Water demand is expected to increase as the City reaches full development. To ensure the City can meet that water demand we will likely need to add an additional well.

Equipment

Heavy Duty Front End Wheel Loader - 2025

- Heavy duty front end loader with attachments will be used to load equipment at the Cold Storage site and be a backup for plowing if another loader is down. This front end loader will replace a 2001 Case front-end loader, unit #1212 with 7,000 hours. Unit #1212 will go to auction as it currently can only be used at the Cold Storage site and not travel outside the yard.
- This replacement front end loader will be primarily used at the Cold Storage site where it will be used to move materials around the yard, load trucks, and unload pallets among other uses. It will also be used on various Water Division tasks where we have materials delivered onsite. It will be set up to be a backup for another loader for snow removal if needed. Unit #1212 has been delegated as a machine that can only operate in a yard due to unreliability. This 926 would be used as a backup for plowing parking lots and larger areas as

2025-2029 Capital Improvement Plan

Water Fund

needed. It would be used at the Larson site for loading trucks during water main breaks. It would be used to load up materials after water main breaks to haul to other sites. The storm and sewer departments could also use it to move street sweepings. It would be used on larger digs where more materials need to be moved around from a stockpile.

Medium Duty Dump Truck with Plow Package and Specialized Equipment - 2025

- Medium duty vehicle that will be used to transport materials and haul heavy equipment for the Water Division. This vehicle will replace a 2008 F-450 with 84,000 miles, unit #4473, which will be passed down to another division. Unit #4473 will replace unit #4400 which is a 1999 F-450 that is currently out of service due to a rotted dump box. The new vehicle will be ordered with a plow package and necessary equipment.
- The request is to replace unit #4473. This replacement will be used to haul materials for Water Division tasks including but not limited to water main breaks, hauling heavy equipment or bulky items, restoration and other tasks that a normal light duty vehicle is not suited for. The new vehicle will be ordered with a plow package will be assigned to a cul-de-sac route during winter months.

Lead Pipe Detection Equipment - 2025

- New lead pipe scanning equipment. EPA mandates that the City verify each service. This piece of equipment will be used to non-invasively check the pipe on the City and resident side. It provides two methods of verification in the process. This will require staff to perform this work from inside properties.
- The lead service line inventory for the City has a gap of information on the City side of roughly 3,800 services. This swordfish scanner has been accepted by the EPA as a way to verify that the pipe is not lead. This is a more cost-effective way to gather this information than excavation of services but will require access to homes.

Light Duty Pickup with Plow Package and Specialized Equipment - 2025

- Light duty vehicle that will be used daily by a member of the Water Division for tasks across the City. This will replace a 2015 F-350 with over 108,000 miles, unit #4496. Unit #4496 will be passed down to another department and will replace unit #4464, which will be going to auction as it is currently out of service due to a bad engine. The new vehicle will be ordered with a plow package, lift gate, inverter, and toolboxes.
- This request is to replace unit #4496. This vehicle will be used as a daily driver for members of the water division performing daily tasks across the City including but not limited to water plant and well readings and maintenance, trailering heavy equipment for repairs, on-call response, hydrant flushing, and this vehicle will be assigned a cul-de-sac plow route in winter months.

Light Duty Dewatering Pump - 2025

- Light duty dewatering pump that will be used by the Water Division to dewater dig sites. This pump will replace unit #4490, a 2008 pump with 3,400 hours on it which will be auctioned off with the trailer it is mounted to.
- This request is to replace unit #4490. This replacement pump will be used to dewater dig sites. Blaine has a high water table, in order for staff to safely dig in many areas of Blaine, we need to perform dewatering which costs thousands of dollars per site to have a contractor do or hundreds of dollars to rent a machine as needed dig. Our current pump has been unreliable.

Light Duty Mobile Wash System - 2025

- Light duty mobile wash system to be used by all divisions for removal of graffiti, thawing frozen services, and frozen culverts. This will replace unit #1206, a 2002 hot water pressure washer that will be auctioned off. This will be ordered with a tank and various cleaning wands.
- This request is to replace unit #1206. This replacement will be used by all divisions at public works to perform a variety of tasks that include but are not limited to removing graffiti, thawing frozen services, thawing frozen culverts and power washing assets where needed. This was included in the budget for 2023 but was not

2025-2029 Capital Improvement Plan

Water Fund

purchased due to cost increases. This replacement will be mounted as a self-contained skid so it will not need to be permanently mounted to a truck.

Light Duty Dewatering Trailer - 2025

- Light duty trailer that will be used to transport dewatering equipment needed for the dewatering pump to locations across the City. This trailer will replace unit #4475 a 2008 trailer. Unit #4475 will go to auction with the dewatering pump. The trailer will be outfitted with storage for dewatering tubes and other equipment.
- This replacement will be used to transport dewatering equipment to dig sites where dewatering equipment is needed. This will allow staff to have better access to equipment and supplies needed for dewatering without up and down the current trailer which is a safety concern.

Light Duty Scissor Lift - 2025

- Light duty scissor lift to be used to perform tasks for all divisions that require being elevated. This scissor lift will replace Unit #3403 which is a 2002 Skyjack model number 3226. Unit #3403 will be either traded in or go to auction.
- This replacement scissor lift will be used by all divisions across the City where an elevated platform is needed to preform work to include but not limited to trouble shooting garage doors, putting up flags or lights, checking equipment, changing filters, and replacing chemical lines.

Medium Duty Maintenance Van - 2026

- Maintenance van for distribution system. Will replace unit # 4431 a 2001 Ford E350 box van with 16,000 miles.
- The van is under sized and will not carry enough material to make it a useful piece of equipment. The current van is a E350. We would be replacing it with a E450 or larger van to carry more materials. This van has low mileage but a significant number of idle hours. This is the vehicle that is used to repair hydrants and in the past water main breaks. Each task the van would idle so staff had power for lights to do repairs and heat in the winter.

Light Duty Water Meter Technician Vehicle - 2026

- This meter van is used daily by the meter technician. It is used all around town to install water meter radios, and trouble shoot issues with radios and water meters. Replacing unit #4502 a 2018 Ford Transit 150 with 89,000 miles on it.
- The current vehicle was purchased in 2018. It is driven roughly 15,000 miles a year. There is not a backup for this vehicle.

Light Duty Pickup with Plow Package and Specialized Equipment - 2026

- 4x4 Plow truck. Replacement of high mileage truck. Will be equipped with a plow and other needed equipment. This truck will be driven daily by a member of the Water Division. It will be used as a mobile workstation and will have all needed tools to respond to normal work orders and emergencies. This allows the Water Division to maintain a high level of service and ties to the strategic priority of infrastructure management. The truck will be assigned a cul-de-sac plow route. This truck will replace unit #4491, it is a 2015 truck that currently has 87,302 miles.
- This truck will replace unit #4491, it is a 2015 truck that has 87,302 miles.

Light Duty Locate and Inspection Utility Vehicle with Specialized Equipment. - 2026

- Vehicle for a member of the Water Division used for locating and inspections. This will be a 4-wheel drive vehicle. It will replace unit #5272 which is a Chevrolet Tahoe police squad car that currently has 113,270 miles.
- The City locators preform over 10,000 locate tickets and over 400 inspections each year. This workload is only increasing. Annually these locators drive between 10,000 and 15,000 miles. Currently this staff member is using a handed down police Tahoe which is not well suited for use as an inspection vehicle.

2025-2029 Capital Improvement Plan

Water Fund

Light Duty Pickup with Plow Package and Specialized Equipment - 2026

- 4x4 Plow truck. New truck for staff member that is requested in the 2025 staffing plan. Will be equipped with a plow and other needed equipment. This truck will be driven daily by a member of the Water Division. It will be used as a mobile workstation and will have all needed tools to respond to normal work orders and emergencies. This allows the Water Division to maintain a high level of service and ties to the strategic priority of infrastructure management. The truck will be assigned a cul-de-sac plow route.
- Request is contingent on approval of added staffing requests.

Medium Duty Low Approach Angle Equipment Trailer - 2026

- New low-profile trailer for the man lifts and other smaller but heavy equipment.
- Some of the equipment we need to haul is very heavy and low to the ground. Due to this we need a specialized trailer that is low to the ground to haul them from treatment plant to treatment plant or other sites safely. It can also be used to transport pallets or other materials to sites.

Light Duty Pickup with Plow Package and Specialized Equipment - 2027

- Light duty pickup truck to be used by the Water Division for daily operations. This will replace unit #4466 a 2006 Ford F350 with 108,000 miles.
- Replacement of high mileage truck. Will be equipped with a plow and other needed equipment. This truck will be driven daily by a member of the Water Division. It will be used as a mobile workstation and will have all needed tools to respond to normal work orders and emergencies. This allows the Water Division to maintain a high level of service and ties to the strategic priority of infrastructure management. The truck will be assigned a cul-de-sac plow route.

Light Duty Pickup with Plow Package and Specialized Equipment - 2027

- Replacement of high mileage truck. Will be equipped with a plow and other needed equipment. This truck will be driven daily by a member of the Water Division. It will replace unit #4488 a 2013 Ford F350 with 132,000 miles.
- It will be used as a mobile workstation and will have all needed tools to respond to normal work orders and emergencies. This allows the Water Division to maintain a high level of service and ties to the strategic priority of infrastructure management. The truck will be assigned a cul-de-sac plow route.

Medium Duty Tracked Skid Steer - 2027

- Tracked skid steer to be used to move various materials on and or near the job site. This would replace unit #1224. Unit #1224 was last replaced in 2023.
- Replacement of an older unit #1224. Part of a trade in program that we use to get the most return on our trade ins. Tracked skid steers are used to cause less damage to grass and allow for the operation in areas that a wheeled machine would get stuck.

Light Duty Pickup with Plow Package and Specialized Equipment - 2027

- Locate vehicle for new staff member.
- Contingent upon approval of staffing request for 2027 - projection of lead worker locates/inspections. This would be a shared asset between the Water and Sewer Divisions

Locate Line Tracer - 2027

- Replacement of line tracer for locating underground assets. This will replace a current line tracer that was purchased in 2023. There is no ranking or unit # for this kind of equipment.
- Staff does over 10,000 locate tickets per year. These line tracers allow staff to locate underground assets. With changing technology, they now allow staff to provide that information to the City's GIS system. This allows data to be updated in near real time.

2025-2029 Capital Improvement Plan

Water Fund

Water Treatment Plants 1-4 Security Camera Upgrades - 2028

- Replacement of water treatment plant security cameras.
- Replacement of these cameras is needed to keep them up to date with changes in the security environment. Homeland security recommends multiple layers of security for critical infrastructure. Security cameras are one layer of security for the water treatment plants.

Light Duty Pickup with Plow Package and Specialized Equipment - 2028

- Light duty pickup truck to be used by the water department for daily operations. This will replace an older Ford F350.
- Replacement of high mileage truck. Will be equipped with a plow and other needed equipment. This truck will be driven daily by a member of the Water Division. It will be used as a mobile workstation and will have all needed tools to respond to normal work orders and emergencies. This allows the Water Division to maintain a high level of service and ties to the strategic priority of infrastructure management. The truck will be assigned a cul-de-sac plow route.

Light Duty Pickup with Plow Package and Specialized Equipment - 2028

- Light duty pickup truck to be used by the Water Division for daily operations. This will replace an older Ford F350.
- Replacement of high mileage truck. Will be equipped with a plow and other needed equipment. This truck will be driven daily by a member of the Water Division. It will be used as a mobile workstation and will have all needed tools to respond to normal work orders and emergencies. This allows the Water Division to maintain a high level of service and ties to the strategic priority of infrastructure management. The truck will be assigned a cul-de-sac plow route.

Medium Duty Tracked Skid Steer - 2028

- Tracked skid steer to be used to move various materials on and or near the job site. This would replace unit #4454 which was last replaced in 2024.
- Replacement of an older unit #4454. Part of a trade in program that we use to get the most return on our trade ins. Tracked skid steers are used to cause less damage to grass and allow for the operation in areas that a wheeled machine would get stuck.

Light Duty Utility Vehicle - 2028

- Replacement Water Supervisor Vehicle unit #4503 a 2018 F150. Unit #4503 will be passed down to another department for full time or seasonal use.
- This vehicle will be used daily by the Water Division Supervisor to ensure that the water system is operating properly, and projects are on track and on schedule.

Light Duty Pickup with Plow Package and Specialized Equipment - 2029

- Light duty pickup truck to be used by the Water Division for daily operations. This will replace an older Ford F350.
- Replacement of high mileage truck. Will be equipped with a plow and other needed equipment. This truck will be driven daily by a member of the Water Division. It will be used as a mobile workstation and will have all needed tools to respond to normal work orders and emergencies. This allows the Water Division to maintain a high level of service and ties to the strategic priority of infrastructure management. The truck will be assigned a cul-de-sac plow route.

Light Duty Pickup with Plow Package and Specialized Equipment - 2029

- Light duty pickup truck to be used by the Water Division for daily operations. This will replace an older Ford F350.
- Replacement of high mileage truck. Will be equipped with a plow and other needed equipment. This truck will be driven daily by a member of the Water Division. It will be used as a mobile workstation and will have all needed tools to respond to normal work orders and emergencies. This allows the Water Division to maintain a

2025-2029 Capital Improvement Plan Water Fund

high level of service and ties to the strategic priority of infrastructure management. The truck will be assigned a cul-de-sac plow route.

Light Duty Zero Turn Mower - 2029

- Replacement of a Toro 7210 Zmaster 60" mower. This mower mows all the utility assets. It has 200+ hrs. put on it annually.
- Replacement of unit #4609 a 2021 60-inch riding lawn mower. This mower is used all summer mowing utility sites. It has over 200 hours put on it annually.

2025-2029 Capital Improvement Plan

Sewer Fund

Lift Station #16 Rehabilitation - 2025

- Phase 1 2023: Replace the wet well base elbows, piping, guide rails and a pump. Estimated to be a five day project that will need bypass pumping. Phase 2 2025: Install grinder pump, new concrete lid with hatches, wet well lining, concrete lid with hatches for valve vault and bypass structure upstream of wet well.
- 20 year old lift station, safety upgrades, grinder pump install to mitigate the flushable rag issues, and decrease wear and tear of downstream to Lift Station's #13 and #12. The lining will increase the wet well structure life expectancy.

HWY 65 - Relocation of Assets, Trunk Lines, Lift Stations, Etc. - 2025-2028

- Funding needed to relocate these assets during the upcoming Hwy 65 improvement projects.

Sewer Trunk Oversizing Zest Treatment Plant 4 to 128th – 2025-2026

- Oversizing reimbursement for future development.

Sewer Trunk Line Cleaning – 2025-2028

- Blaine has 6 major trunk lines in town totaling 13 miles of pipe ranging from 18" all the way to 36". Located under Jefferson St, the south side of Hwy 10, Oak Park Trail, Davenport Street, Radisson Woods, Xyllte St, Naples Street, Hwy 35W Service Road, and Lever St.

Sanitary Sewer Manhole Rehabilitation – 2025

- Asset ID is MH-36-0004883. The manhole structure at the intersection of 109th Ave and Jefferson St, has a deteriorated bench and offset effluent pipe.
- Because of the offset effluent pipe and deteriorated bench; sanitary sewer becomes clogged and starts to back up the system west on 109th Ave to the neighborhoods on the north and southside, affecting over 220 residential homes. Anoka County has a pavement improvement project that is taking place in spring/summer of 2025 on 109th Ave between University Ave and Central Ave. We are planning on doing these repairs in conjunction with the County's project.

Lift Station #25 Forcemain Rehabilitation – 2025-2027

- Maintenance and repairs to Lift Station #25 forcemain.
- 2024 budget - allocated \$50,000 for consulting, 2025 budget - allocating \$100,000 for consulting and 2027 budget- projecting \$1.5 million in repair work. This asset was installed between 2005 and 2006. The forcemain pipe is ductile iron pipe (DIP) which is not a suitable long term material for reliability. This is the same material that Lift Station #13's forcemain was as well.

Lift Station #3 – 2025/2027

- This lift station is located in the middle of the proposed west side of the Hwy 65 frontage road south of 105th. This project is contingent on the final layout of the new frontage road, as part of the Hwy 65 project, which will determine the amount of work needed.
- 2025 budget \$100,000 for consulting and design, and 2027 budget- estimating \$1 million for upgrade and remodel.

Sanitary Sewer Manhole Construction – 2025

- At the intersection of 6th Street and 109th Ave, a sewer manhole structure is needed to correct the current elevation of sanitary sewer line.
- Any significant elevation change in sewer pipe needs to be accessible for cleaning hence a manhole structure is needed. Reference as built 413, there should be a manhole structure with an inside drop to address the elevation change in the sewer pipe. Anoka County has a pavement improvement project that is taking place in spring/summer of 2025 on 109th Ave between University Ave and Central Ave. We are planning on doing these repairs in conjunction with the County's project.

Lift Station #9 Pumps and Controls – 2025

- Purchase of new pumps and controls for Lift Station #9

2025-2029 Capital Improvement Plan

Sewer Fund

- This lift station has an issue with fats, oils, and grease (FOG) and our current pumps aren't equipped to handle this issue. The new pumps we will install have a mix flush valve that agitates the wastewater not allowing the FOG to coagulate into basketball size pieces.

Sanitary Sewer Manhole Rehabilitation – 2025

- Asset ID is MH-36-0004890 which is located on 109th Ave just east of Quincy St. This manhole cone section is offset from the barrel section and has deteriorated rings.
- The offset cone section is creating issues with routine sewer clean along 109th Ave, and the deteriorating rings are creating an inflow and infiltration issue. Anoka County has a pavement improvement project that is taking place in spring/summer of 2025 on 109th Ave between University Ave and Central Ave. We are planning on doing these repairs in conjunction with the County's project.

Sanitary Sewer Manhole Rehabilitation – 2025

- Asset ID is MH-60-0005008 and is located at the intersection of 86th Ln and University Ave. Manhole structure will need to be replaced.
- This is a sanitary structure that has signs of deterioration and infiltration issues from groundwater.

Sanitary Sewer Line Rehabilitation – 2025/2027

- Asset ID is SNS-31-0005096. This section of sewer pipe runs under Radisson Rd between Arnold Palmer Dr and 116th Ave. This pipe section has a depression causing the pipe to stay half full and restricting flow. 2025 budget - \$50,000 for consulting and 2027 budget projecting \$250,000 in repairs.
- This section of pipe has developed a depression, and from the depression the pipe maintains half full of sanitary sewer water. Gravity sewer pipe is never meant to hold wastewater, it is designed to carry wastewater and have consistent flow to ensure solids don't settle out. Because of the dip in the sewer pipe the solids are settling out and building up; if left alone the line would clog up and lead to sewer backups.

Lining Project for Lift Station Force Main Discharge Manholes – 2025-2028

- Lining of manholes that receive the discharge from the lift station forcemains.

Lift Station #4 Rehabilitation – 2026

- The reconstruction/rehabilitation of the wet well structure including base elbows, piping, guide rails, wet well lining, new concrete lid with upgraded hatches and additional access/maintenance hatches. (Note: guide rail current location doesn't allow for grinder installation in wet well). New installation of dedicated valve vault south of wet well, within valve vault new gate, check, pressure relief valves, piping, and above grade bypass flanges. Manhole structure before wet well in driveway within the structure is where the grinder pump will be installed. At the surface new building with new controls with A/C, new onsite generator (diesel), buffer/fence from property to the east. Land acquisition - 600 119th Ave - \$350,000, with the purchase of this property the City would adjacent/property line sharing assets. Well #5, Stormwater Ditch 41, and Sewer Lift Station #4. Forcemain reline and/or directional bore new (1430') (18" x 2). Discharge manhole complete replacement.
- Lift Station #4 was constructed in 1970, making this asset 53 years old in 2023. It is in the top three most important lift stations. Seven other lift stations (sewer sub sheds) pump to this station. Determined asset failure of discharge manhole in 2023 by reline contractor.

Lining Sanitary Sewer Trunk Line 301 - North End – 2026

- Lining of Sanitary Sewer Trunk 301 located under Radisson Woods Dr between Radisson Road and 109th Ave and is part of the sewer trunk line that carries roughly 1,000,000 gallons of sanitary sewer each day.
- This is reinforced concrete pipe that was installed between 1994 and 1996. This truck line receives sanitary wastewater from Lift Stations #16 and #21. Signs of deterioration are visible from the off gassing of hydrogen sulfide known as H₂S.

Sewer Trunk Line 301 Manhole Lining - North End – 2026

- This is a coating/lining project of the manhole structures that are part of the truck line 301-north end.

2025-2029 Capital Improvement Plan

Sewer Fund

- These are the manhole structures that are part of the trunk line 301-north end. These structures are also showing signs of deterioration from the off gassing of hydrogen sulfide known as H₂S as well as infiltration issues from groundwater.

Lining Sanitary Sewer Trunk Line 301 - South End – 2027

- Lining of Sewer Trunk 301 - south end, which runs under Sanctuary Dr and Flanders St from 109th Ave to Lift Station #13 and is part of the sewer trunk line that carries roughly 1,000,000 gallons of sanitary sewer each day. This section of reinforced concrete pipe is over 11,000 feet long with varying diameter pipes.
- This reinforced concrete pipe was installed between 1994 and 1998. This truck line receives sanitary wastewater from Lift Stations #16 and #21. Signs of deterioration are visible from the off gassing of hydrogen sulfide known as H₂S.

Lining of Lift Station #25 Gravity Line – 2027

- This is the gravity line that receives the wastewater from Lift Station #25. It crosses under Hwy 35W at Eastside Park and travels under Opal St south to 107th Ave west to National St south to 106th Ln west to Mankato St south ending at Lever St. This is a gravity line made up of clay pipe with diameters of 18 inches and 21 inches.
- The Comprehensive Sanitary Sewer Plan Update of 2020 (CSSPU report 2020), in Section 6- Required System Improvements, identifies this stretch of gravity sewer pipe as in need of repairs/replacement and possible undersized for future growth from the northeast development of Blaine.

Sewer Trunk Line 301 Manhole Lining - South End – 2027

- This is a coating/lining project of the manhole structures that are part of the truck line 301-south end.
- These are the manhole structures that are part of the trunk line 301-south end. These structures are also showing signs of deterioration from the off gassing of hydrogen sulfide known as H₂S as well as infiltration issues from groundwater.

SCADA Upgrades – 2027

- SCADA controls and monitors the City's water and sewer systems. This upgrade will be a major upgrade to the system shifting from a hardware-based system to a cloud-based system.
- Maintain SCADA system that functions well. This will shift some of the costs from hardware to software. This will allow the system to use more standard computers. Currently we use specialized computers that last three years and can cost up to \$10,000 each. Switching to a cloud-based software allows for easier upgrades and limits the hazard of auto updates to the computer turning off the system.

Lift Station #25 Gravity Line - Manhole Lining – 2027

- This is a coating/lining project of the manhole structures that are part of the Lift Station #25 gravity line.
- The Comprehensive Sanitary Sewer Plan Update of 2020 (CSSPU report 2020), in Section 6- Required System Improvements, identifies this stretch of gravity sewer pipe as in need of repairs/replacement and possible undersized for future growth from the northeast development of Blaine.

Sanitary Sewer Manhole Rehabilitation – 2027

- Asset ID is MH-36-0002645. This sanitary sewer manhole structure is located at the intersection of 111th Ave and 4th St.
- The effluent pipe is off set or raised which always catches waste and creates a dam preventing the proper 2ft per/sec scouring velocity required to keep solids in suspension and traveling down to the sewer line.

Sewer Manhole Rehabilitation – 2027

- Asset ID is MH-13-0001889. This sanitary sewer manhole is at the intersection of Jefferson Street and Jefferson Court.
- This sewer manhole doesn't have the correct pitch in the invert of the structure which is causing the sewer pipe from Jefferson Ct to become backed up weekly.

2025-2029 Capital Improvement Plan

Sewer Fund

Lining Sanitary Sewer Trunk Line 307 - Oak Park Blvd – 2028

- Lining of Sewer Trunk Line 307. This trunk line receives sanitary sewer wastewater for the Quail Creek neighborhood south to Carol's Restaurant west to University Ave.
- This is a reinforced concrete pipe that was installed between 1968 and 1970. This is a trunk line that receives sanitary wastewater from Lift Stations #5, 9, 11, 17, 19, 23, and 24. This pipe is showing signs of deterioration from age and the off gassing of hydrogen sulfide known as H₂S. This trunk line is roughly 6,400 feet of varying diameter pipes.

Lift Station #8 Forcemain Rehabilitation – 2028

- This is a forcemain that runs under Hwy 35W. New design will be to make this forcemain terminate before Hwy 35W and thus create gravity flow under Hwy 35w. Similar to the Lift Station #1 forcemain under Hwy 65 and the Lift Station #13 forcemain under Radisson Rd completed projects.
- High volume lift station that serves the City's largest employer AVEDA, and if a failure of the forcemain were to occur there is not a suitable way to provide sanitary services without interrupting surrounding business operations. Furthermore, this will decrease our risk of asset failure under a major freeway. Also two other lift stations depend on Lift Station #8 functioning properly which are Lift Station #28 and #32.

Lift Station #29 Rehabilitation – 2028

- Wet well rehabilitation, pumps, controls building.

Lift Station #7 Rehabilitation - 2028

- Wet well rehabilitation, pumps, controls building.

Sewer Trunk Line 307 Manhole Lining - Oak Park Blvd – 2028

- This is a coating/lining project of the manhole structures that are part of the Sewer Trunk Line 307.
- These are the manhole structures that are part of the Sewer Trunk Line 307. These structures are also showing signs of deterioration from the off gassing of hydrogen sulfide known as H₂S, as well as infiltration issues from groundwater.

Lift Station #2 Rehabilitation – 2028

- This is a project that will replace Lift Station #2 pumps, base elbows, piping, guide rails, lining of wet well, valves, and critical electrical control components.
- The lift station pumps, and hardware will have reached their useful life cycle by 2028.

Lining Sanitary Sewer Trunk Line 304 – 2029

- Lining of Sewer Trunk Line 304. This trunk line receives sanitary sewer wastewater for 105th Ave at Radisson Rd to Sunnyside Park.
- This is a reinforced concrete pipe that was installed in 1979. This trunk line crosses under Hwy 65 at 99th Ave and then crosses under Hwy 10 at Sunnyside Park/water reservoir. This pipe is showing signs of aging and deterioration is visible from the off gassing of hydrogen sulfide known as H₂S.

Sewer Trunk Line 304 Manhole Lining – 2029

- This is a coating/lining project of the manhole structures that are part of Sewer Trunk Line 304.
- These are the manhole structures that are part of the Sewer Trunk Line 304. These structures are also showing signs of deterioration from the off gassing of hydrogen sulfide known as H₂S as well as infiltration issues from groundwater. This trunk line crosses under Hwy 65 at 99th Ave and then crosses under Hwy 10 at Sunnyside Park/water reservoir.

Sewer Manhole Rehabilitation – 2029

- Asset ID is MH-49-0003333 and is a dead-end manhole located in the cul-de-sac of 97th Ct NE.
- The invert of this structure was never properly channeled for the services that enter the structure.

2025-2029 Capital Improvement Plan

Sewer Fund

Equipment

Lift Station #12 New Pumps and Controls - 2025

- Replacement pumps and controls for Lift Station #12
- These pumps have completed their dependable life span. The new pumps that will be purchased will be interchangeable with Lift Station #13 furthermore increasing our redundancy of pumps within lift stations.

Medium Duty Lift Station Service Vehicle with Specialized Equipment – 2025

- Medium duty vehicle with a utility box and a crane. Responsible for sewer lift station pump maintenance and repairs. Replacement for unit #4492. Unit #4492 is a 2015 Ford F350 with 77,000 miles on it.
- This current service vehicle has an under sized crane that is unable to safely lift all of our sewage lift station pumps. Staff members routinely lift/pull these pumps for annual and daily maintenance and inspections. Flushable wipes and cloth material tend to clog the pumps and the only way to fix it is to lift the pumps from the wet well and disassemble at grade and remove the culprits with pliers.

Emergency Backup Power Generator for Lift Station – 2025

- Emergency backup power generator will provide power to critical infrastructure so that services we provide will less likely be interrupted during periods of power outages and shortages.
- Replacing unit #4498, a 2014 Olympian natural gas generator with 1,000 hours on it. Unit #4498 will go to auction. This generator will no longer be large enough to power the new pumps for simultaneous operation. Furthermore, we will be able to standardize our generator brands. The standardizing of brands will reduce training time for new staff and will allow us to enter into single preventive maintenance agreements with service providers.

Light Duty Pickup with Plow Package and Specialized Equipment – 2025

- Light duty vehicle that be used as a chase truck for routine sewer line cleaning and all task within the sewer division. Vehicle will be ordered with a plow package, magnet lifter, lift gate, and advanced warning sign board.
- This vehicle will replace a 2015 F350 with 68,000 miles, unit #4495. Unit #4495 will be passed down to the parks division. Which will replace unit #4462 that is currently out of service due to a bad engine. This replacement vehicle will be used as a daily driver for crew members within the division preforming a variety of tasks including but not limited to chase truck for jetter, sewer manhole repair, lift station maintenance and repairs, trailer hauling of heavy equipment, digital prewarning sign vehicle for working in high risk and high speed areas of town, and it will be assigned to a cul-de-sac emergency plow route.

Light Duty Pickup with Plow Package and Specialized Equipment – 2025

- New vehicle for new hire in fourth quarter of 2024. Vehicle will be used daily for preventive and routine sewer division tasks, as well as snow removal assignments. Will come with plow package and magnet lifter.
- This request is needed for the divisions newly hired employee in fourth quarter of 2024. This vehicle will be used as a daily driver for crew members within the division preforming a variety of tasks including but not limited to: Sewer-Storm manhole repair, lift station maintenance and repairs, trailer hauling of heavy equipment, chase truck for jetter, digital prewarning sign vehicle for working in high risk and high speed areas of town, pond maintenance related tasks, and this vehicle will also be assigned to a cul-de-sac emergency plow route.

Light Duty Pickup with Plow Package and Specialized Equipment – 2025

- This will be a vehicle used by the on call staff to respond to the various after hour calls that are dispatched by 911 and our SCADA program.
- This will be replacing a 2011 F150 with 49,512 miles, unit #4485. Unit #4485 will be shifted to the Parks Division, which will replace unit #4460. Unit #4460 is a 2004 Ford F350 with 124,000 miles on it. Unit #4460 will be sent to auction. This vehicle will be used as a daily driver for crew members within the division preforming a variety of tasks including but not limited to sewer manhole repair, lift station maintenance and

2025-2029 Capital Improvement Plan

Sewer Fund

repairs, trailer hauling of heavy equipment, chase truck for jetter, digital prewarning sign vehicle for working in high risk and high speed areas of town, and it will be assigned to a cul-de-sac emergency plow route.

Light Duty Vehicle with Specialized Equipment – 2025

- This light duty vehicle will be used for locating utility assets and inspections of residential underground utilities. This will be replacing a repurposed police vehicle, a 2015 Tahoe with 105,000 miles, unit #5249.
- Staff currently uses a repurposed police vehicle (Tahoe) that does not meet the task specific needs of sewer-storm staff. Requesting a vehicle with locking storage boxes, safety light package, while being configured to be a more efficient vehicle in locating City assets.

Emergency Backup Power Generator for Lift Station – 2026

- Emergency backup power generator will provide power to critical infrastructure so that services we provide will less likely be interrupted during periods of power outages and power shortages.
- Replacing a 1999 Generac Diesel generator with 634 hours, unit #4451. Unit #4451 will go to auction. This generator doesn't provide enough kilowatts to operate the new pumps for simultaneous operation as an effective emergency backup power supply. Furthermore, we will be able to standardize our generator brands. The standardizing of brands will reduce training time for new staff and will allow us to enter into single preventive maintenance agreements with service providers.

Medium Duty Dump Truck with Plow Package and Specialized Equipment – 2026

- Medium duty vehicle will be used for material hauling for maintenance done on City assets as well as part of the City's snow plowing program. This will be equipped with a plow package, dump box, and advanced warning signals.
- Replacing unit #1289, a 2018 F450 with 81,450 miles. Unit #1289 will be sent to auction.

Medium Duty Lift Station Service Vehicle with Specialized Equipment – 2027

- Medium duty vehicle with a utility box and a crane. Responsible for sewer lift station pump maintenance and repairs.
- This will replace a 2019 F550 with 80,000 miles, unit #4505. This service vehicle is a critical vehicle for the proper operation of the City's 32 lift stations and its 68 pumps that remove 5.5 million gallons of wastewater for the City every day. It's imperative that we are able to perform daily, weekly, and monthly preventive maintenance tasks on our lift station assets as well as have the ability to assist surrounding communities in the event its needed.

Emergency Backup Power Generator for Lift Station – 2027

- Emergency backup power generator will provide power to critical infrastructure so that services we provide will less likely be interrupted during periods of power outages and shortages.
- Replacing a 2010 Caterpillar diesel generator with 300 hours, unit #4483. Unit #4483 will go to auction. This generator is 17 years old and will no longer be large enough to power the new pumps and additional grinder for simultaneous operation. Furthermore, we will be able to standardize our generator brands. The standardizing of brands will reduce training time for new staff and will allow us to enter into single preventive maintenance agreements with service providers.

Light Duty Pickup with Plow Package and Specialized Equipment – 2027

- New vehicle for new hire in 2026. Vehicle will be used daily for preventive maintenance and routine sewer division tasks, as well as snow removal assignments.
- This request is needed for the Sewer Division's staffing request in 2026. This vehicle will be used as a daily driver for crew members within the division performing a variety of tasks including but not limited to sewer-storm manhole repair, lift station maintenance and repairs, trailer hauling of heavy equipment, chase truck for jetter, digital prewarning sign vehicle for working in high risk and high speed areas of town, pond maintenance related tasks, and it will also be assigned to a cul-de-sac emergency plow route.

2025-2029 Capital Improvement Plan

Sewer Fund

Light Duty Pickup with Plow Package and Specialized Equipment – 2027

- Locate vehicle for new staff member.
- Contingent upon approval of staffing request for 2027 - projection of lead worker locates/inspections. This would be a shared asset between the Water and Sewer Divisions

Lift Station #21- Pumps and Electronics – 2028

- This lift station facilitates the removal of most of the Lakes Area as well as the Legacy Creek neighborhoods sanitary wastewater. This lift station pumps roughly 500,000 gallons of wastewater every day.
- This is one of the top five high volume lift stations in our 32 lift station system. The pumps and major electrical components will have exceeded their useful life cycle.

Medium Duty Utility Vehicle -CCTV Vehicle – 2028

- This vehicle will be used for televising over 370 miles sanitary sewer pipe. It will be equipped with the necessary CCTV equipment, hardware and software to integrate into our EAMS program.
- This vehicle will be replacing unit #4607, a 2020 E450 with 70,000 miles. This unit will be sent to auction.

Emergency Backup Power Generator for Lift Station – 2028

- Emergency backup power generator will provide power to critical infrastructure so that services we provide will less likely be interrupted during periods of power outages and shortages.
- Replacing a 2014 diesel generator with 800 hours, unit #4497. Unit #4497 will go to auction. This generator will no longer be large enough to power the new pumps and additional grinder or three pumps for simultaneous operation. Furthermore, we will be able to standardize our generator brands. The standardizing of brands will reduce training time for new staff and will allow us to enter into single preventive maintenance agreements with service providers.

Light Duty Pickup with Plow Package and Specialized Equipment – 2028

- Light duty vehicle that will be used as a chase truck for routine sewer line cleaning and all tasks within the Sewer Division. Vehicle will be ordered with a plow package, magnet lifter, lift gate, and advanced warning sign board.
- This vehicle will replace a 2023 F350 with 65,000 miles, unit #4623. Unit #4623 will be passed down to the Parks Division. This replacement vehicle will be used as a daily driver for crew members within the division performing a variety of tasks including but not limited to chase truck for jetter, sewer manhole repair, lift station maintenance and repairs, trailer hauling of heavy equipment, digital prewarning sign vehicle for working in high risk and high speed areas of town, and it will be assigned to a cul-de-sac emergency plow route.

Underground Utility Line Tracer – 2028

- This is an underground utility locator that is used to locate water, sewer, and storm assets within the City.
- Staff does over 10,000 locate tickets per year. These line tracers allow staff to locate underground assets. With changing technology, they now allow staff to provide that information to the City's GIS system. This allows data to be updated in near real time.

Heavy Duty Single Axle Truck - Sewer Jetter – 2029

- This will be a sanitary sewer routine cleaning vehicle. These are industry standard for the cleaning of sanitary sewer lines.
- This vehicle will be replacing unit #4506 a 2020 Mack with 100,000 miles. Unit #4506 will be sent to auction. City staff routinely clean over 450,000 feet of pipe every year.

Light Duty Pickup with Plow Package and Specialized Equipment – 2029

- Light duty vehicle that be used as a chase truck for routine sewer line cleaning and all tasks within the Sewer Division. Vehicle will be ordered with a plow package, magnet lifter, lift gate, and advanced warning sign board.

2025-2029 Capital Improvement Plan Sewer Fund

- This vehicle will replace a 2023 F350 with 65,000 miles, unit #4624. Unit #4624 will be passed down to the Parks Division. This replacement vehicle will be used as a daily driver for crew members within the division performing a variety of tasks including but not limited to chase truck for jetter, sewer manhole repair, lift station maintenance and repairs, trailer hauling of heavy equipment, digital prewarning sign vehicle for working in high risk and high speed areas of town, and it will be assigned to a cul-de-sac emergency plow route.

Pick Up 4x4, Equipment Package – 2029

- Replacement for unit #4632.

2025-2029 Capital Improvement Plan

Stormwater Fund

Capital Projects

Coon Creek Watershed District Sub-Watershed Project – 2025-2029

- Annual budget to meet requirements of the MPCA for water quality and to address water quantity issues across the Coon Creek Watershed District portion of Blaine.
- Projects are identified in sub-watershed reports available with the Stormwater Coordinator.

CIPP Lining – Annual Storm Sewer Lining Contract – 2025-2029

- To have a \$100,000 annual budget for 10 years (2023-2033) to reline/regROUT stormwater pipe that is in difficult locations, i.e. between houses, located on high traffic roads, over 50 year old pipe, etc. Lining to be done in front of pavement management projects.
- Based on televising and inspections performed before street projects. The difference between this line item and specifically identified CIPP projects is complexity and length. Specifically identified capital CIPP lining projects are for larger pipe or more complex bypass that will come at increased cost. Projects funded out of this annual capital expenditure will be smaller pipes that can be easily quoted and funded for less than \$100,000.

Structure Improvements - High Volume Roadways Manhole Lining – 2025-2029

- Lining and repairs of existing stormwater manholes on high volume and on pavement management traffic roadways.
- When structures on high volume traffic roadways fail, it can cause lengthy closures of the roadway during repairs. The full rebuild of these structures can be very expensive. By lining or making repairs to the manholes now, we can significantly extend the lifespan of the manholes.

Outfall Replacement - 11712 4th Street – 2025

- Asset ID is 14-FES-0000502. Located in rear of property of 11712 4th St. Project is to replace flared end section (FES) and replace outfall to ditch.
- Extend Outfall and Flared End Section. Neighborhood was originally built, and pipe was installed in 1967. The end of pipe segment draining the neighborhood is in deteriorated condition and needs to be replaced. Condition is beyond ability to be repaired with a liner. Due to large gas line and large trees Public Works is unable to replace in house and will need a specialized contractor to conduct repair.

Outfall Replacement - 12107 Jefferson Street – 2025

- Asset ID 13-FES-0000499, is located in the backyard of 12107 Jefferson St. Project is to extend pipe closer to ditch allowing for better flow of stormwater to the outfall.
- Extend Outfall and Flared End Section. The neighborhood was originally built, and the pipe was installed in 1971. Originally the pipe opened up and drained through about 30 feet of open channel to reach a more regional drainage system to drain the water from neighborhood streets. Over the past 50 years the small channel has filled with sediment and become overgrown with vegetation. This project would clear overgrown vegetation and extend the pipe to directly drain into the more regional system, preventing reoccurring build up in the future.

Drainage Area Improvement – 2025

- Olympic Glen Development (Jenkins/118th Lane/London). Wetland elevation survey and burying of discharge pipe from pond/wetland to southeast tying into existing storm on 118th Lane.
- The exposed channel for drainage is consistently clogging up with debris which is causing flooding in non-designated flood areas.

Old Radisson Road Drainage Area – 2025

- To hire a consulting firm to determine the scope and type of work needed to resolve stormwater drainage issues from Old Radisson Road into private properties.
- Stormwater is sheeting off the road which is creating issues to private property.

Culvert Replacement - Happy Acres 7th Street – 2026

2025-2029 Capital Improvement Plan

Stormwater Fund

- Asset ID 14-ST5-0002200, project is to replace box culvert under 7th street between 118th and 119th. Ditch-41 runs through this culvert.
- Culvert was identified during bridge inspections in 2020 as needing replacement. Large culvert that carries regional ditch is a part of the City's critical infrastructure - failure would cause wide scale flooding impacts.

Infiltration Basin - Swan Park – 2026

- Project will be to create a new infiltration basin in Swan Park to help facilitate the needs of storm water migration from upcoming street projects. The project is tied to the five year CIP for Transportation.
- Construct to meet quantity/quality requirements for upcoming nearby street project. Currently the entire neighborhood directly drains into Pleasure Creek without any quality treatment or quantity control. Project will convert unused park land into water quality and quantity treatment while maintaining open green space in the fully developed neighborhood.

Chloride Reduction - Heated Pavement Drain at MAYC – 2026

- Project will be to install heated pavement drain at MAYC, doing so would help eliminate the use of salting in winter months.
- In the original construction of the MAYC facility quotes were received to incorporate heated pavement to avoid the need for chronic oversalting. At that time technology had not yet developed to make this type of project economically feasible. Several similar projects have now been conducted across the metro area. Installing heated pavement will reduce chloride use and help the City meet watershed and State requirements.

Pond Improvement - Pleasure Creek Flood And Pond Study – 2027

- Pleasure Creek Sub watershed Project
2023 - \$10,000 survey flood area in Cloverleaf Farms development
2024 - \$40,000 further investigation, scope future project
2027 - \$450,000 project
- Pleasure Creek is currently listed as polluted by the MPCA. This project would work to remove pollutants from the creek. There are also localized flooding problems within this area and this project would help build capacity for flood elevations and prevent damage to public properties or street flooding during large rain events.

Pipe Regrouting - Legacy Creek Pkwy - North of Main Street – 2027

- This will be a relining/grouting project of the stormwater drainage pipe that runs under Legacy Creek Pkwy north of Main Street. This is close to 800 feet of varying sizes of reinforced concrete pipe.
- Lining of storm pipe between 125th and 126th Avenues on Legacy Creek Parkway. Pipe was originally installed in 2007. Around 2015 Public Works staff began observing a pattern of needing to patch sinkholes along the east side of the road roughly every year. The pipe was televised, and it was identified that the joints were failing. Lining of storm pipe will restore structural integrity of the pipe and prevent future deterioration. Lining will also eliminate the need for annual pothole filling.

Ditch Improvement - Lexington Avenue Between Ball and North Road – 2027

- Ditch along Lexington needs to be cleared and maintained to allow for drainage. Because of location along busy county road, will be better constructed by a contractor.
- This ditch is potentially a critical failure point in the City's flood storage system. Cleaning will be necessary to keep water flowing through the ditch.

Infiltration Improvement - Biofiltration Rehabilitation – 2028

- Rehabilitation of aging infrastructure - rain gardens and infiltration basins will need inspection and improvements to ensure as they age, they are still able to perform as originally designed.
- Maintain current aging City assets.

Lift Station Improvement - Pleasure Creek Sand Filter – 2028

2025-2029 Capital Improvement Plan

Stormwater Fund

- The Watershed originally constructed the Pleasure Creek Sand Filter and conducted the maintenance for the start-up and three years of operating the filter. The City will be assuming maintenance responsibility in 2024. The lift station is currently operational, but the lifespan of the pumping system will need improvements.
- This filtering system treats phosphorus in an area where the City is required to have phosphorus treatment per the MPCA requirements. Part of the grant requirements that funded this project require that the filter remain operational for 15 years from initial construction. Pump improvements will be needed to keep the pump operational in the lift station.

Irrigation Re-Use - Conversion of Existing Park Irrigation – 2029

- Convert existing irrigation systems to water re-use systems.
- Irrigation in City parks is currently being piped from treated City stormwater. Many parks have stormwater ponds nearby that could be utilized for source water. Three parks have been identified in a previous study: Lexington Athletic Complex, Blaine Baseball Complex, and Eastside Park.

Infiltration Basin - Palmer Park – 2029

- Palmer Park Infiltration Basin - construct to meet quantity/quality requirements on nearby street project.
- Construct to meet quantity/quality requirements for upcoming nearby street project. Currently the entire neighborhood directly drains into Coon Creek without any quality treatment or quantity control. Project will convert unused park land into water quality and quantity treatment while maintaining open green space in the fully developed neighborhood.

Site Improvements - Larson Site – 2029

- Site improvements to the Public Works Larson Site to increase efficiency of processing material as well as decreasing stormwater runoff related issues.
- This is the primary location of street sweeping storage. Improvements will increase efficiency and ability to store street sweepings, which will help decrease phosphorus runoff in the City of Blaine.

Storm Water Pipe Lining/Regrouting - Urbank Circle and Vermillion Street – 2029

- Asset ID 18-ST5-0007308, project will be to line/regROUT the stormwater arch pipe located near the intersection of Urbank Cir and Vermillion St.
- Pipe was originally installed in 2005. Joints are leaking and creating sinkholes in the roadway. Public Works originally identified due to need to install roadway patching on the sinkholes annually. Lining of pipe will repair issue and prevent future settlements in the roadway.

Culvert Replacement - Ditch 41 at Public Works – 2029

- Replacement of failing culvert along Ditch 41 on the north side of the Public Works building.
- Culvert pipe is failing and needs to be replaced.

Equipment

Heavy Duty Street Sweeper – 2025

- This vehicle is utilized for sweeping the streets to prevent organics and other debris from entering the stormwater system.
- Replacing unit #1262 a 2011 Tymco sweeper with 50,000 miles and 6,400 hours on auxiliary engine. Unit #1262 will be sent to auction. This replacement will allow the City to continue to provide its current level of services for spring and fall street sweepings which are requirements for our MS4 permit. Furthermore, we are able earn credits for our MS4 reporting due to our strategic street sweeping programs.

Heavy Duty Tractor Backhoe - 2025

- Duties that can be performed but not limited to, excavating for utilities, loading salt into plow trucks, clearing obstructions in ponds and ditches, maintenance of assets, and removal/demolition of various materials. Replacement for unit #4467. Unit 4467 is a 2006 John Deere 310SG with 3,200 hours on it.
- The goal is to be performing preventive maintenance on stormwater assets because of our ever increasing workload. Our division is responsible for the maintenance and ensuring that the 107 ditch miles and over 530

2025-2029 Capital Improvement Plan

Stormwater Fund

ponds are functioning properly. This tractor backhoe gives our operators the versatility to perform a variety of tasks. Furthermore, its mobility will speed up our response time to service requests and emergencies.

Medium Duty Tracked Skid Steer – 2025

- Tracked skid steer equipped with forestry package and matching forestry mulching attachment. Its primary purpose will be to operate a brush cutter for our pond mowing program.
- This will be replacing unit #1253 a 2019 Bobcat Skid Steer model A770 with 600 hours. This piece of equipment will be used for the storm water pond mowing program and assist with the maintenance program. This machine will be able to use our stump grinder, brush cutter, tree shear, and grapple bucket attachments.

Light Duty Pickup with Plow Package and Specialized Equipment – 2025

- New vehicle for new hire in fourth quarter of 2024. Vehicle will be used daily for preventive and routine Stormwater Division tasks, as well as snow removal assignments. Will come with plow package, lift gate, lockable storage boxes, and advanced warning light package.
- This request is needed for the Stormwater Division's added staff member in fourth quarter of 2024. This vehicle will be used as a daily driver for crew members within the division performing a variety of tasks including but not limited to asset maintenance and repairs, trailer hauling of heavy equipment, chase truck for jetter, digital prewarning sign vehicle for working in high risk and high speed areas of town, pond maintenance related tasks, and this vehicle will also be assigned to a cul-de-sac emergency plow route.

Heavy Duty Rubble Box, Hook Box, and Stake Box – 2025

- Additional boxes for various tasks for unit #4637. The extra boxes will allow the truck to be used in more areas of public works and make each task more efficient.
- In 2024 we purchased a new tandem axle hook truck. This truck will be used to assist in fall and spring street sweepings. This vehicle will also be able to assist with water main breaks. Furthermore, this hook truck will assist in pond maintenance related tasks as well.
Rubble box - heavy duty steel allows for heavier material to be transported with little to no damage, materials like concrete, asphalt road chunks, granite rip rap rocks, etc.
Hook Box - facilitate the transportation for a variety of medium to light material - dirt, leaves, street sweepings, debris, etc.
Stake Box - assist in the transportation of brush, branches, and logs.

Light Duty Utility Vehicle – 2025

- This vehicle will facilitate traveling to and from various storm water related projects and inspections throughout the city. This vehicle will be for the Stormwater Coordinator and their seasonal staff.
- Replacement for unit #3389 a 2005 Ford Ranger with 94,000 miles. Unit #3389 will be sent to auction.

Heavy Duty Grapple Attachment for Excavator – 2025

- Grapple attachment for a Cat 310F excavator unit #4601. This will allow multiple different attachments to be changed out quickly which in turn speeds up workflow.
- This is a request for an attachment for our 316 excavator. This will allow operators to load and unload logs, branches and debris by using the excavator.

Medium Duty Flail Mower - Skid Steer Attachment – 2025/2029

- Skid steer mounted flail mower attachment. This attachment will assist in our pond maintenance and mowing programs.
- This is a request for a skid steer attachment. This attachment will assist in our pond maintenance and mowing programs. This particular attachment cuts in such a manner that the debris is kept under the unit allowing our operators to work closer to private property. Furthermore, with its ability to keep debris under itself this unit allows our operators to work while having minimal to no impact to our customers that may be enjoying a trail or park nearby.

Heavy Duty Quick Attach Converter Plate for Excavator – 2025

2025-2029 Capital Improvement Plan

Stormwater Fund

- Quick attach plate for the 316 excavator.
- This is a request for an attachment for our excavator. This attachment will allow operators to use skid steer attachments on the excavator increasing our versatility and optimize our equipment use.

Medium Duty Tracked Skid Steer - 2026

- Tracked skid steer with a matching mulching attachment and forestry package. Its primary purpose will be to operate a forestry mulching attachment.
- Replacing unit #1300 a CAT Skid Steer with 800 hours and the Fecon forestry mulching attachment. This will be traded at a value of approximately \$30,000. This piece of equipment will be for the pond maintenance program and assist with the pond mowing program.

Light Duty Pickup with Plow Package and Specialized Equipment – 2026

- Vehicle will be used daily for preventive and routine Stormwater Division tasks, as well as snow removal assignments. Will come with plow package, lift gate, lockable storage, and advanced warming signals.
- This will be replacing unit #1290 a 2018 F350 with 80,000 miles. Unit #1290 will be sent to auction. This vehicle will be used as a daily driver for crew members within the division performing a variety of tasks including but not limited to, asset maintenance and repairs, trailer hauling of heavy equipment, chase truck for jetter, digital prewarning sign vehicle for working in high risk and high speed areas of town, pond maintenance related tasks, and this vehicle will also be assigned to a cul-de-sac emergency plow route.

Medium Duty Dump Truck with Plow Package and Specialized Equipment – 2026

- Medium duty vehicle will be used for material hauling for maintenance done on City assets as well as part of the City's snow plowing program. This will be equipped with a plow package, dump box, and advanced warning signals.
- Replacement for unit #1252 a 2009 F450 with 88,000 miles. Unit #1252 will be sent to auction. This vehicle will be used as a daily driver for crew members within the division performing a variety of tasks including but not limited to, asset maintenance and repairs, trailer hauling of heavy equipment, chase truck for jetter, digital prewarning sign vehicle for working in high risk and high speed areas of town, pond maintenance related tasks, and this vehicle will also be assigned to a cul-de-sac emergency plow route.

Light Duty Multipurpose Utility Vehicle – 2026

- This utility vehicle will allow staff to get to locations with the necessary tools and supplies for projects and tasks that pickup vehicles aren't able to get to. It will be equipped with a v-plow, snow blower, and safety light package.
- This will allow staff the ability to work on a wider range of tasks that, to date, has been cumbersome and not efficient with our current equipment. This piece of equipment will be part of the sidewalk and trails snow removal routes.

Sinkhole and Asset Repair Trailer – 2026

- This will be an equipped trailer that will be used for various types of storm water asset repairs. Removal, install, and rehab of catch basins, manhole structures, and repairing of sinkholes.
- Replacing a 2012 skid steer trailer, unit #1254. Unit #1254 will be sent to auction.

RegROUT Trailer - 2026

- This will be an equipped trailer used for our Stormwater Division's re-grout program of stormwater assets. This trailer will have tool and storage boxes, mortar mixer, generator, and a pressurized water supply system.
- This will be replacing unit #2283 a 1988 felling trailer. Unit #2283 will be sent to auction.

Heavy Duty Street Sweeper – 2027

- This vehicle is utilized for sweeping the streets to prevent organics and other debris from entering the stormwater system.

2025-2029 Capital Improvement Plan

Stormwater Fund

- Replacing unit # 1277 a 2016 Tymco sweeper with 38,828 miles and 5300 hours on auxiliary engine. Unit #1277 will be sent to auction. This replacement will allow the City to continue to provide its current level of services for spring and fall street sweepings which are requirements for our MS4 permit. Furthermore, we are able earn credits for our MS4 reporting due to our strategic street sweeping programs.

Medium Duty Dump Truck with Plow Package and Specialized Equipment - 2027

- Medium duty vehicle will be used for material hauling for maintenance done on City assets as well as part of the City's snow plowing program. This will be equipped with a plow package, dump box, and advanced warning signals.
- Replacement for unit #1285 a 2017 F450 with 100,000 miles. Unit #1285 will be sent to auction. This vehicle will be used as a daily driver for crew members within the division performing a variety of tasks including but not limited to, asset maintenance and repairs, trailer hauling of heavy equipment, chase truck for jetter, digital prewarning sign vehicle for working in high risk and high speed areas of town, pond maintenance related tasks, and this vehicle will also be assigned to a cul-de-sac emergency plow route.

Light Duty Tracked Mini Skid Steer – 2027

- This is a walk behind compact utility loader used to excavate, move, carry and transport material from and to work areas. This compact loader will be equipped with backhoe, grapple, log grabber, bucket, tiller and land planner attachments.
- Replacing unit #1284 a 2016 Toro mini walk behind loader with 1000 hours. Unit #1284 will be sent to auction.

Heavy Duty Tracked Excavator – 2028

- A long arm excavator type machine with a high flow hydraulic system, forestry package, quick attach for easier implement changeout and counterbalance weights.
- Replacing unit #4601 a 2020 Cat 316FL excavator with 1,000 hours. Unit #4601 will be traded in for approximately \$85,000. This piece of equipment is used in the pond maintenance program and used for stormwater asset repairs.

Medium Duty Dump Truck with Plow Package and Specialized Equipment – 2028

- Vehicle will be used daily for preventive and routine Stormwater Division tasks, as well as snow removal assignments. Will come with plow package, lift gate, lockable storage boxes, and advanced warning light package.
- Replacing unit #4625 a 2023 F550 with 100,000 miles. Unit #4625 will be sent to auction. This vehicle will be used as a daily driver for crew members within the division performing a variety of tasks including but not limited to, asset maintenance and repairs, trailer hauling of heavy equipment, chase truck for jetter, digital prewarning sign vehicle for working in high risk and high speed areas of town, pond maintenance related tasks, and this vehicle will also be assigned to a cul-de-sac emergency plow route.

Medium Duty Brush Cutter – 2028

- Requesting a skid steer brush cutter with the capabilities to handle material 6 inches and greater in diameter. This attachment will match our current skid steer machines.
- This will be replacing a 2023 purchased brush cutter that will be sent to auction.

Medium Duty Tracked Skid Steer – 2029

- Tracked skid steer equipped with forestry package and matching forestry mulching attachment. Its primary purpose will be to operate a brush cutter for our pond mowing program.
- Replacing a 2025 purchase of medium duty tracked skid steer. This unit will be traded in for approximately \$30,000. This piece of equipment will be used for the storm water pond mowing program and assist with the maintenance program. This machine will be able to use our stump grinder, brush cutter, tree shear, and grapple bucket attachments.

Light Duty Pickup with Plow Package and Specialized Equipment – 2029

2025-2029 Capital Improvement Plan Stormwater Fund

- Vehicle will be used daily for preventive and routine Stormwater Division tasks, as well as snow removal assignments. Will come lockable storage, roof storage, and advanced warning light package.
- Replacing unit #4632 a 2024 F350 crew cab with 100,000 miles. Unit #4632 will be sent to auction. This vehicle will be used as a daily driver for crew members within the division performing a variety of tasks including but not limited to, asset maintenance and repairs, trailer hauling of heavy equipment, chase truck for jetter, digital prewarning sign vehicle for working in high risk and high speed areas of town, pond maintenance related tasks, and this vehicle will also be assigned to a cul-de-sac emergency plow route.

2025-2029 Capital Improvement Plan Capital Projects - Water Fund

Project	2025 Budget	2026 Projected	2027 Projected	2028 Projected	2029 Projected
Water Tower 2 Replacement/Rehabilitation	\$ 2,550,000	\$ 15,000	\$ 15,000	\$ -	\$ -
Restoration of the Northeast Well Field	1,000,000	-	-	-	-
Well Control Covers	550,000	600,000	650,000	700,000	-
Lexington Water Separation and Metering	500,000	1,000,000	-	-	-
Wellhouse 5 Replacement	450,000	-	-	-	-
Well 16 and Reservoir Improvements	350,000	-	-	-	-
Water Treatment Plant 3 Media Replacement and Plant Improvements	250,000	1,650,000	-	-	-
Wellhouse 8 Replacement	150,000	1,550,000	-	-	-
HWY 65 Watermain Relocation Design	150,000	-	-	-	-
Water Tower 4 Rehabilitation	100,000	1,900,000	-	-	-
Water Tower 4 Valve Replacement	75,000	-	-	-	-
Bulk Water Improvements	40,000	145,000	-	-	-
Watermain Relocations Related to HWY 65 Project - Part 1	-	1,500,000	-	-	-
SCADA Upgrade	-	400,000	-	-	-
Water Treatment Plant 2 Media Replacement	-	250,000	1,500,000	-	-
Wellhouse 10 Replacement	-	150,000	1,350,000	-	-
Water Treatment Plant 2 Expansion	-	-	1,400,000	-	-
Watermain Relocations Related to HWY 65 Project - Part 2	-	-	1,000,000	-	-
Wellhouse 7 Replacement	-	-	150,000	1,350,000	-
New Gravity Treatment Plant	-	-	-	30,000,000	-
Install New Well	-	-	-	400,000	-
	\$ 6,165,000	\$ 9,160,000	\$ 6,065,000	\$ 32,450,000	\$ -

2025-2029 Capital Improvement Plan Capital Equipment - Water Fund

Project	2025 Budget	2026 Projected	2027 Projected	2028 Projected	2029 Projected
Heavy Duty Front End Wheel Loader	\$ 250,000	\$ -	\$ -	\$ -	\$ -
Medium Duty Dump Truck with Plow Package and Specialized Equipment	120,000	-	-	-	-
Lead Pipe Detection Equipment	110,000	-	-	-	-
Light Duty Pickup with Plow Package and Specialized Equipment	100,000	-	-	-	-
Light Duty Dewatering Pump	45,000	-	-	-	-
Light Duty Mobile Wash System	20,000	-	-	-	-
Light Duty Dewatering Trailer	16,000	-	-	-	-
Light Duty Scissor Lift	15,000	-	-	-	-
Medium Duty Maintenance Van	-	150,000	-	-	-
Light Duty Water Meter Technician Vehicle	-	105,000	-	-	-
Light Duty Pickup with Plow Package and Specialized Equipment	-	105,000	-	-	-
Light Duty Locate and Inspection Utility Vehicle with Specialized Equipment.	-	105,000	-	-	-
Light Duty Pickup with Plow Package and Specialized Equipment	-	105,000	-	-	-
Medium Duty Low Approach Angle Equipment Trailer	-	40,000	-	-	-
Light Duty Pickup with Plow Package and Specialized Equipment	-	-	110,000	-	-
Light Duty Pickup with Plow Package and Specialized Equipment	-	-	110,000	-	-
Medium Duty Tracked Skid Steer	-	-	90,500	-	-
Light Duty Pickup with Plow Package and Specialized Equipment	-	-	60,000	-	-
Locate Line Tracer	-	-	20,000	-	-
Water Treatment Plants 1-4 Security Camera Upgrades	-	-	-	125,000	-
Light Duty Pickup with Plow Package and Specialized Equipment	-	-	-	115,000	-
Light Duty Pickup with Plow Package and Specialized Equipment	-	-	-	115,000	-
Medium Duty Tracked Skid Steer	-	-	-	95,000	-
Light Duty Utility Vehicle	-	-	-	80,000	-
Light Duty Pickup with Plow Package and Specialized Equipment	-	-	-	-	120,000
Light Duty Pickup with Plow Package and Specialized Equipment	-	-	-	-	120,000
Light Duty Zero Turn Mower	-	-	-	-	38,000
	\$ 676,000	\$ 610,000	\$ 390,500	\$ 530,000	\$ 278,000

2025-2029 Capital Improvement Plan

Capital Projects - Sewer Fund

Project	2025 Budget	2026 Projected	2027 Projected	2028 Projected	2029 Projected
Lift Station #12 Rehabilitation	\$ 1,800,000	\$ -	\$ -	\$ -	\$ -
Lift Station #16 Rehab	1,000,000	-	-	-	-
HWY 65 - Relocation of Assets, Trunk Lines, Lift Stations, Etc.	400,000	400,000	400,000	400,000	-
Sewer Trunk Oversizing Zest Treatment Plant 4 to 128th	350,000	350,000	-	-	-
Sewer Trunk Line Cleaning	200,000	200,000	200,000	200,000	-
Sanitary Sewer Manhole Rehabilitation	125,000	-	-	-	-
Lift Station #25 Forcemain Rehabilitation	100,000	-	1,500,000	-	-
Lift Station #3	100,000	-	1,000,000	-	-
Sanitary Sewer Manhole Construction	80,000	-	-	-	-
Lift Station #9 Pumps and Controls	70,000	-	-	-	-
Sanitary Sewer Manhole Rehabilitation	60,000	-	-	-	-
Sanitary Sewer Manhole Rehabilitation	55,000	-	-	-	-
Sanitary Sewer Line Rehabilitation	50,000	-	250,000	-	-
Lining Project for Lift Station Force Main Discharge Manholes	40,000	40,000	40,000	40,000	-
Lift Station #4 Rehabilitation	-	8,650,000	-	-	-
Lining Sanitary Sewer Trunk Line 301 - North End	-	879,000	-	-	-
Sewer Trunk Line 301 Manhole Lining - North End	-	240,000	-	-	-
Lining Sanitary Sewer Trunk Line 301 - South End	-	-	3,300,000	-	-
Lining of Lift Station #25 Gravity Line	-	-	1,320,000	-	-
Sewer Trunk Line 301 Manhole Lining - South End	-	-	410,000	-	-
SCADA Upgrades	-	-	350,000	-	-
Lift Station #25 Gravity Line - Manhole Lining	-	-	180,000	-	-
Sanitary Sewer Manhole Rehabilitation	-	-	85,000	-	-
Sewer Manhole Rehabilitation	-	-	80,000	-	-
Lining Sanitary Sewer Trunk Line 307 - Oak Park Blvd	-	-	-	1,917,000	-
Lift Station #8 Forcemain Rehabilitation	-	-	-	550,000	-
Lift Station #29 Rehabilitation	-	-	-	480,000	-
Lift Station #7 Rehabilitation	-	-	-	480,000	-
Sewer Trunk Line 307 Manhole Lining - Oak Park Blvd	-	-	-	290,000	-
Lift Station #2 Rehabilitation	-	-	-	200,000	-
Lining Sanitary Sewer Trunk Line 304	-	-	-	-	3,002,700
Sewer Trunk Line 304 Manhole Lining	-	-	-	-	510,000
Sewer Manhole Rehabilitation	-	-	-	-	60,000
	\$ 4,430,000	\$ 10,759,000	\$ 9,115,000	\$ 4,557,000	\$ 3,572,700

2025-2029 Capital Improvement Plan Capital Equipment - Sewer Fund

Project	2025 Budget	2026 Projected	2027 Projected	2028 Projected	2029 Projected
Lift Station #12 New Pumps and Controls	\$ 400,000	\$ -	\$ -	\$ -	\$ -
Medium Duty Lift Station Service Vehicle with Specialized Equipment	220,000	-	-	-	-
Emergency Backup Power Generator for Lift Station	130,000	-	-	-	-
Light Duty Pickup with Plow Package and Specialized Equipment	120,000	-	-	-	-
Light Duty Pickup with Plow Package and Specialized Equipment	115,000	-	-	-	-
Light Duty Pickup with Plow Package and Specialized Equipment	100,000	-	-	-	-
Light Duty Vehicle with Specialized Equipment	90,000	-	-	-	-
Light Duty Scissor Lift	15,000	-	-	-	-
Emergency Backup Power Generator for Lift Station	-	130,000	-	-	-
Medium Duty Dump Truck with Plow Package and Specialized Equipment	-	100,000	-	-	-
Medium Duty Lift Station Service Vehicle with Specialized Equipment	-	-	220,000	-	-
Emergency Backup Power Generator for Lift Station	-	-	130,000	-	-
Light Duty Pickup with Plow Package and Specialized Equipment	-	-	115,000	-	-
Light Duty Pickup with Plow Package and Specialized Equipment	-	-	60,000	-	-
Lift Station #21- Pumps and Electronics	-	-	-	350,000	-
Medium Duty Utility Vehicle -CCTV Vehicle	-	-	-	325,000	-
Emergency Backup Power Generator for Lift Station	-	-	-	140,000	-
Light Duty Pickup with Plow Package and Specialized Equipment	-	-	-	110,000	-
Underground Utility Line Tracer	-	-	-	18,000	-
Heavy Duty Single Axle Truck - Sewer Jetter	-	-	-	-	400,000
Light Duty Pickup with Plow Package and Specialized Equipment	-	-	-	-	110,000
Pick Up 4x4, Equipment Pkg	-	-	-	-	65,000
	\$ 1,190,000	\$ 230,000	\$ 525,000	\$ 943,000	\$ 575,000

2025-2029 Capital Improvement Plan Capital Projects - Stormwater Fund

Project	2025 Budget	2026 Projected	2027 Projected	2028 Projected	2029 Projected
Coon Creek Watershed District Sub-Watershed Project	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000
CIPP Lining – Annual Storm Sewer Lining Contract	300,000	100,000	100,000	100,000	350,000
Structure Improvements - High Volume Roadways Manhole Lining	250,000	250,000	250,000	250,000	250,000
Outfall Replacement - 11712 4th Street	100,000	-	-	-	-
Outfall Replacement - 12107 Jefferson Street	100,000	-	-	-	-
Drainage Area Improvement	80,000	-	-	-	-
Old Radisson Road Drainage Area	80,000	-	-	-	-
Culvert Replacement - Happy Acres 7th Street	-	400,000	-	-	-
Infiltration Basin - Swan Park	-	200,000	-	-	-
Chloride Reduction - Heated Pavement Drain at MAYC	-	150,000	-	-	-
Pond Improvement - Pleasure Creek Flood And Pond Study	-	-	450,000	-	-
Pipe Regrouting - Legacy Creek Pkwy - North of Main Street	-	-	250,000	-	-
Ditch Improvement - Lexington Avenue Between Ball and North Road	-	-	60,000	-	-
Infiltration Improvement - Biofiltration Rehabilitation	-	-	-	200,000	-
Lift Station Improvement - Pleasure Creek Sand Filter	-	-	-	100,000	-
Irrigation Re-Use - Conversion of Existing Park Irrigation	-	-	-	-	350,000
Infiltration Basin - Palmer Park	-	-	-	-	150,000
Site Improvements - Larson Site	-	-	-	-	150,000
Storm Water Pipe Lining/Regrouting - Urbank Circle and Vermillion Street	-	-	-	-	125,000
Culvert Replacement - Ditch 41 at Public Works	-	-	-	-	125,000
	\$ 1,310,000	\$ 1,500,000	\$ 1,510,000	\$ 1,050,000	\$ 1,900,000

2025-2029 Capital Improvement Plan

Capital Equipment - Stormwater Fund

Project	2025 Budget	2026 Projected	2027 Projected	2028 Projected	2029 Projected
Heavy Duty Street Sweeper	\$ 450,000	\$ -	\$ -	\$ -	\$ -
Heavy Duty Tractor Backhoe	185,000	-	-	-	-
Medium Duty Tracked Skid Steer	145,000	-	-	-	-
Light Duty Pickup with Plow Package and Specialized Equipment	115,000	-	-	-	-
Heavy Duty Rubble Box, Hook Box, and Stake Box	85,000	-	-	-	-
Light Duty Utility Vehicle	60,000	-	-	-	-
Heavy Duty Grapple Attachment for Excavator	40,000	-	-	-	-
Medium Duty Flail Mower - Skid Steer Attachment	16,000	-	-	-	18,000
Heavy Duty Quick Attach Converter Plate for Excavator	15,000	-	-	-	-
Medium Duty Tracked Skid Steer	-	155,000	-	-	-
Light Duty Pickup with Plow Package and Specialized Equipment	-	115,000	-	-	-
Medium Duty Dump Truck with Plow Package and Specialized Equipment	-	100,000	-	-	-
Light Duty Multipurpose Utility Vehicle	-	85,000	-	-	-
Sinkhole and Asset Repair Trailer	-	25,000	-	-	-
RegROUT Trailer	-	25,000	-	-	-
Heavy Duty Street Sweeper	-	-	450,000	-	-
Medium Duty Dump Truck with Plow Package and Specialized Equipment	-	-	100,000	-	-
Light Duty Tracked Mini Skid Steer	-	-	95,000	-	-
Heavy Duty Tracked Excavator	-	-	-	350,000	-
Medium Duty Dump Truck with Plow Package and Specialized Equipment	-	-	-	100,000	-
Medium Duty Brush Cutter	-	-	-	20,000	-
Medium Duty Tracked Skid Steer	-	-	-	-	155,000
Light Duty Pickup with Plow Package and Specialized Equipment	-	-	-	-	115,000
	\$ 1,111,000	\$ 505,000	\$ 645,000	\$ 470,000	\$ 288,000