



City of Blaine

City Council Workshop

January 6, 2025 | 5:30 PM
Blaine City Hall
10801 Town Square Drive NE
Blaine, MN 55449

AGENDA

NOTICE OF WORKSHOP MEETING

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

1. Call to Order

2. Roll Call

3. New Business

3.1. 2025-001 Closed Session Pursuant to MN Statute 13D.05(3)(c)(3) - Property Acquisition Related to 2101 105th Avenue NE
Sponsors: Erik Thorvig, Community Development Director

3.2. 2025-002 Mobile Food Truck/Special Event Ordinance Amendments
Sponsors: Cathy Sorensen, City Clerk

3.3. 2025-003 2025 Council Liaison Appointments
Sponsors: Cathy Sorensen, City Clerk

3.4. 2025-004 General Planning for 2025
Sponsors: Michelle Wolfe, City Manager

4. Other Business

5. Adjournment



City of Blaine Staff Report

File Number: 2025-001

Agenda Date

January 6, 2025

Status

In Control

City Council

File Type

Workshop Item

New Business - Erik Thorvig, Community Development Director

Agenda Item # 3.1

Closed Session Pursuant to MN Statute 13D.05(3)(c)(3) - Property Acquisition Related to 2101 105th Avenue NE

Background

Council will meet to discuss offers to purchase real property located at 2101 105th Avenue.

Staff Recommendation

Questions for Council

Attachment List

None



City of Blaine Staff Report

File Number: 2025-002

Agenda Date	Status
January 6, 2025	
In Control	File Type
City Council	Workshop Item

New Business -

Agenda Item # 3.2

Mobile Food Truck/Special Event Ordinance Amendments

Background

Staff has been working on possible code amendments to both food trucks and special events sections of the code as well as process changes that could address some of the concerns raised in 2024 surrounding food trucks, inspections, and special events. Council is asked to review and discuss the proposed amendments and provide staff direction. Should any changes be recommended by council, staff would work to have them completed prior to spring for this upcoming season.

In order to ensure all food truck safety elements are properly reviewed, staff recommends code amendments to change the current food truck registration to a full license and better defining the special event ordinance. Reasons for this recommendation are outlined below:

- Ensure all food truck safety elements have been reviewed/inspected. Without a license an inspection cannot be conducted. While inspections from other cities/counties could be considered as an alternative, staff has concerns regarding standardization across multiple local governments and believes Blaine staff should conduct the inspections based on the State Fire Marshal's checklist to ensure all elements are inspected. Staff would continue to monitor if/when the State adds food trucks inspections to the Fire Code for across-the-state standardization.
- Initial licensing would require a full inspection of all mobile food trucks by the city arranged through Fire Inspection staff by appointment. If inspection is passed the license would be issued. For subsequent renewals the applicant would only need to upload documentation regarding current Anoka County temporary food truck/trailer license and proof of hood system/extinguisher testing; no need for re-inspection
- Food truck license would include a small fee to cover the inspection/review time by staff: \$75 for initial and \$50 for renewal
- In addition to a mobile food truck license, staff is also suggesting amending the code to require a special event license for 5 or more food trucks to ensure fire safety when multiple trucks are

present while still keeping with the intent of the process for the occasional food truck to be able to easily operate.

- Staff is also suggesting exempting events at places of worship from needing to obtain a special event license as these types of events are historically less impactful and that it would be too onerous and unnecessary to require licensing. Alcohol service at any special event would require appropriate liquor licensing.
- Staff also recommends increasing the cap of the number of people that requires a special event from 100 to 150, consistent with gathering in a city park.

Special Events

Sec. 70-41. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Special event means an activity planned and constructed by a person, corporation, or organization on public, commercial, regional recreational or industrial zoning or land uses property. For purposes of this article, the term "special events" includes but is not limited to:

- (1) Snowmobile races;
 - (2) Athletic tournaments or events where it is estimated that 1,000 or more people will be in attendance;
 - (3) Parades/races;
 - (4) Picnics, weddings, gatherings, or civic celebrations where it is estimated that ~~400~~150 or more people will be in attendance;
 - (5) Carnivals;
 - (6) Musical festivals;
 - (7) Outdoor concerts;
 - (8) Convoys or processions, excluding funeral processions, of more than 200 vehicles, 25 commercial vehicles, or 100 people;
 - (9) Gathering in a City park of more than 150 people;
 - (10) Events outside the customary use of the property;
- (Code 1963, § 69.01; Code 1980, § 4-20; Ord. No. 435, 4-3-1975; Ord. No. 13-2264, 6-6-2013; Ord. No. 16-2350, 5-19-2016)

Cross reference(s)—Definitions generally, § 1-2.

Sec. 70-44. Exceptions.

- (a) Activity sponsored by a school district or place of worship.
- (b) Any other city-sponsored special event or other event at city manager's discretion or their designee.
- (c) Events sponsored by a business such as a customer appreciation or employee event, grand opening, etc., where a food truck is present and is the only attraction.

Staff Recommendation

Staff is requesting feedback on the proposed amendments.

Questions for Council

Council is asked to consider possible amendments to the current mobile food truck and special event ordinance.

Attachment List

None



City of Blaine Staff Report

File Number: 2025-003

Agenda Date	Status
January 6, 2025	
In Control	File Type
City Council	Workshop Item

New Business -

Agenda Item # 3.3

2025 Council Liaison Appointments

Background

Each year the City Council designates Council and/or staff liaisons to serve on various boards and commissions throughout the year. As these appointments will be considered later during the regular meeting staff wanted to provide Council the opportunity for discussion if needed. The 2024 appointments are included as reference.

Staff Recommendation

Discuss if needed.

Questions for Council

Council is asked to consider the annual liaison appointments prior to formal action at the regular meeting.

Attachment List

1. 2024 Council Liaison Appointments

2024 Council Liaison Appointments

Mayor Pro Tem	Councilmember Robertson
Blaine EDA President	Mayor Sanders
Blaine EDA Vice President	Councilmember Robertson
Mary Ann Young Senior Advisory Board	Councilmember Robertson
	Councilmember Massoglia

Anoka County-Blaine Airport Advisory Commission	Former Mayor Ryan
	Councilmember Newland - <i>alternate</i>
	City Manager Wolfe - <i>alternate</i>
Anoka County Joint Law Enforcement Council	
- Governance Committee	Mayor Sanders
- Executive Committee	Chief Podany
Fogerty Arena Board of Directors	Councilmember Robertson
North Metro Telecommunications Commission	City Manager Wolfe
And Operations Committee	
- Executive Committee and Full Commission	Councilmember Massoglia
	Councilmember Newland - <i>alternate</i>
Twin Cities Gateway	Councilmember Fleming
	Forogh Amini, Best Western Plus
	City Manager Wolfe - <i>alternate</i>
Anoka County Fire Protection Council	Councilmember Newland
	Councilmember Massoglia- <i>alternate</i>
	Mayor Sanders - <i>alternate</i>
North Trunk Hwy 65 Corridor Coalition	Mayor Sanders
	Councilmember Robertson
National Sports Center Foundation	Mayor Sanders
	Councilmember Robertson- <i>alternate</i>
Transportation Advisory Board	Councilmember Robertson
(Metropolitan Council appointed)	Councilmember Newland- <i>alternate</i>



City of Blaine Staff Report

File Number: 2025-004

Agenda Date

January 6, 2025

Status

In Control

City Council

File Type

Workshop Item

New Business - Michelle Wolfe, City Manager

Agenda Item # 3.4

General Planning for 2025

Background

This time is set aside for general housekeeping items related to the start of the new year. There will be a brief discussion about plans for special workshops and/or council retreats during the year.

Staff Recommendation

Questions for Council

Attachment List

None