



City of Blaine

Natural Resource Conservation Board

January 21, 2025 | 7:00 PM
Blaine City Hall
10801 Town Square Drive NE
Blaine, MN 55449

The Natural Resource Conservation Board is an advisory body to the City Council. The Board is charged with recommending acquisition of lands for open space and developing a Natural Resource Plan which includes environmental policy and guidelines for the maintenance and preservation of Blaine's existing and future open spaces and trail corridors. One of the Board's functions is to hold public meetings and make recommendations to the City Council. For each item, the Board will receive reports prepared by City staff, provide the opportunity for public response, conduct Board discussions and make recommendations. The City Council, however, makes all final decisions on these matters.

AGENDA

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Minutes**
 - 3.1.** 2025-15 Approval of October 15, 2024 NRCB Minutes
Sponsors: Megan Hedstrom, Stormwater Coordinator
- 4. Approval of Agenda**
- 5. Open Forum for Citizen Input**
- 6. New Business**
 - 6.1.** 2025-16 Contract with ISG for Monitoring and Maintenance Planning for the Blaine Wetland Sanctuary Wetland Bank (Site 7)
Sponsors: Megan Hedstrom, Stormwater Coordinator
 - 6.2.** 2025-17 Contract with Stantec for Professional Design Service for the Blaine Wetland Sanctuary Trail Development Project
Sponsors: Megan Hedstrom, Stormwater Coordinator
 - 6.3.** 2025-18 NRCB Updates
Sponsors: Megan Hedstrom, Stormwater Coordinator

7. Adjournment



City of Blaine

Natural Resource Conservation Board

October 15, 2024 | 7:00 PM
Blaine City Hall
10801 Town Square Drive NE
Blaine, MN 55449

MINUTES

1. Call to Order

The meeting was called to order at 7:02PM.

2. Roll Call

Present – Acting Chair Anderson and Boardmembers Dahl, and Truchon.

Absent – Chair Rafferty and Boardmember Panning.

Others Present: Recreation Manager Nate Monahan.

3. Approval of Minutes

3.1. 2024-461 Approval of the August 20, 2024 NRCB Minutes
Sponsors: Nate Monahan, Recreation Manager

MOVED by Boardmember Truchon, seconded by Acting Chair Anderson, to approve the minutes of the August 20, 2024 board meeting as presented.

Motion carried unanimously.

4. Approval of Agenda

MOVED by Boardmember Truchon, seconded by Boardmember Dahl, to approve the agenda as amended, removing Item 6.2 - Blaine Wetland Sanctuary Consultant for Wetland Bank and Trail System Development under New Business and to allow for the discussion of Open Space and Trails under Item 6.1 - Recommendations of the 2025-2029 Open Space CIP.

Motion carried unanimously.

5. Open Forum for Citizen Input

No one appeared to address the NRCB.

6. New Business

- 6.1. 2024-462 Recommendation of the 2025 - 2029 Open Space CIP
Sponsors: Nate Monahan, Recreation Manager

Recreation Manager Monahan reviewed the 2025 through 2029 Open Space CIP recommendations with the Board. He noted funding could be added for the Blaine Wetland Sanctuary trail/boardwalk. He explained Boardmember Truchon asked to discuss potential funding in the five year CIP for open spaces before all land is developed in the northeast corner of Blaine.

Boardmember Truchon explained the goal of Blaine was to have 90,000 residents and noted she would like to see open space set aside in the northeast corner of Blaine before the entire area was developed. She commented this was the last chance Blaine had to add to the City's open space. She discussed how valuable it was for the City to have wetlands in place. She recommended funding be set aside in the 2025-2029 CIP for purchasing additional open space.

MOVED by Boardmember Truchon, seconded by Boardmember Dahl, to recommend the 2025-2029 Open Space CIP include an appropriation of \$3 million to be spent over a three-year consecutive period beginning in 2026 on Open Space in the northeast corner of Blaine.

Acting Chair Anderson asked if the Comprehensive Plan has any future open space designations in the northeast corner of Blaine. Mr. Monahan stated no additional land in Blaine has been identified for open space. He commented one additional park (Park 67) was included. He anticipated this would be a five to ten acre park.

Acting Chair Anderson inquired what the cost was for one acre of land in Blaine. Mr. Monahan stated he was uncertain. He commented further on the potential cost for connecting and building out the boardwalks within the BWS, noting this expense would have to come from the wetland bank.

Boardmember Truchon stated it was a very positive thing to have open space and she hoped the City could find funding to assist with purchasing more open space in the northeast corner of Blaine.

Acting Chair Anderson explained he saw value in concentrating or integrating open space into a contiguous network. Mr. Monahan agreed it was valuable to have these spaces tied together.

Boardmember Truchon hoped the City would be able to find a large piece of land that was

contiguous to park land and noted the City would also appreciate donated wetlands.

Motion carried unanimously.

MOVED by Acting Chair Anderson, seconded by Boardmember Truchon, to recommend the \$1 million appropriated in the 2024 CIP be pushed to calendar year 2025 for Trail Development at the BWS.

Motion carried unanimously.

Mr. Monahan thanked the Board for their comments and recommendations. He noted he would make the necessary adjustments to the CIP and this would go before the City Council in December for consideration.

- 6.2.** 2024-465 Blaine Wetland Sanctuary Consultant for Wetland Bank and Trail System Development
Sponsors: Nate Monahan, Recreation Manager

This item was removed from the agenda.

- 6.3.** 2024-464 NRCB Updates
Sponsors: Nate Monahan, Recreation Manager

Mr. Monahan provided the board with an update on the following:

- 2025 NRCB Meetings - Discussion ensued regarding the 2025 NRCB meeting schedule and it was noted the group would meet in January, April, June, August and October on the third Tuesday of the month.
- Wetland Sign Design - Staff reviewed the Welcome to the Blaine Wetland Sanctuary sign design with the Board. Boardmember Truchon recommended information be provided on the sign that details what a wetland bank was.
- Volunteer Opportunities - Staff reported the Anoka Conservation District had a volunteer event at Laddie Lake Park in order to improve the prairie.
- Eagle Scout Project - Staff met with an eagle scout that would be putting three composite benches on the island within the BWS.
- Lexington Avenue Upgrades - There was a new stop light at Lexington Avenue and 122nd. It was noted a trail would now be completed to the Lexington Athletic Complex.
- Dottie McKinley Memorial - The Board thanked staff for putting a memorial bench for former NRCB Member Dottie McKinley within Pioneer Park.

7. Adjournment

Acting Chair Anderson adjourned the meeting at 7:56PM.



City of Blaine Staff Report

File Number: 2025-16

Agenda Date	Status
January 21, 2025	
In Control	File Type
Natural Resources Conservation Board	Report

New Business -

Agenda Item # 6.1

Contract with ISG for Monitoring and Maintenance Planning for the Blaine Wetland Sanctuary Wetland Bank (Site 7)

Background

Council approved a contract on December 2, 2024 with ISG for monitoring and maintenance planning and review for the Blaine Wetland Sanctuary Wetland Bank, in the amount of \$111,125.

Council originally authorized a contract for completion of restoration work with the goal of generating wetland credits at the March 20th, 2014 meeting. This project is focused in the Blaine Wetland Sanctuary, specifically the Site 7 Wetland area located near the current trail system. A wetland bank was then established with regulatory authorities and restoration efforts began in 2014.

The original contractor completed restoration work through 2022 ultimately assisting the city in generating 39 out of a possible 81 credits. Conversations with the Army Corps of Engineers and the Board of Water and Soil Resources have continued since that time and a request for proposal was sent out to solicit a new proposal for future restoration planning in the Blaine Wetland Sanctuary at the Site 7 Wetland Bank.

Two proposals were received and deemed complete, varying from an annual average total of \$22,575 per year to \$48,209 per year. ISG Inc submitted a proposal deemed complete by staff for a total of \$27,475 for start up and monitoring in 2025, and \$21,350 for management and monitoring in 2026-2029.

The proposal includes evaluation of the current status of Site 7 and completion of a work plan for future restoration efforts to continue making progress towards generating the remaining 41 wetland bank credits. Once a restoration plan has been provided by the consultant, the city will competitively bid this plan with restoration experts to be completed. If this consulting contract is approved, a future contract will be brought forward by staff prior to the completion of any restoration efforts on site.

This project is proposed to be funded through the Open Space Fund. The approved 2024 and the proposed 2025-2029 capital improvement budgets can adequately fund this proposal.

By motion, the City Council authorized a contract with ISG in the amount of \$111,125 for maintenance of the Blaine Wetland Sanctuary. In addition, authorize a 10% contingency to bring the total project budget to \$122,237.50 and authorize the City Manager or their designee to sign all change orders up to the authorized project budget amount.

Recommendation

Informational

Attachment List

1. BWS Site 7 Boundary Map



Blaine Wetland Sanctuary

Site 7

Disclaimer: This map has been compiled using information gathered from various governmental offices and other sources. The user assumes all responsibility for the accuracy of the information. The City of Blaine is not responsible for any errors or omissions in this map. The City of Blaine is not responsible for any damages or losses resulting from the use of this map. The City of Blaine is not responsible for any claims or lawsuits filed against the City of Blaine or its officials, officers, or employees in connection with the use of this map. The City of Blaine is not responsible for any claims or lawsuits filed against the City of Blaine or its officials, officers, or employees in connection with the use of this map. The City of Blaine is not responsible for any claims or lawsuits filed against the City of Blaine or its officials, officers, or employees in connection with the use of this map.



- Site 7 Boundary
- Section Corner
- Sections





City of Blaine Staff Report

File Number: 2025-17

Agenda Date	Status
January 21, 2025	
In Control	File Type
Natural Resources Conservation Board	Report

New Business -

Agenda Item # 6.2

Contract with Stantec for Professional Design Service for the Blaine Wetland Sanctuary Trail Development Project

Background

City Council approved on December 2, 2024 a contract for Professional Services for preliminary design and preparation plans and specifications for construction of the Blaine Wetland Sanctuary Trail Development Project.

The Engineering Department has received proposals for the development of a preliminary design followed by plans and specifications for the construction of additional trail system throughout the Blaine Wetland Sanctuary. The preliminary proposed route can be seen on the attached Proposed Trail System drawing. This plan is subject to change based on preliminary design investigation, funding, and community input.

The city received 4 proposals from local consultants for this project ranging from \$89,000 to \$339,812.50 for the preliminary design and production of plans and specifications. Stantec has provided the proposal in the amount of \$89,000. Staff has reviewed the submitted proposal and determined that the fees are justified and reasonable.

After completion of the preliminary design and of the plans and specifications, a contract for construction would then be ordered to bid by the City of Blaine. Final project costs would be brought to Council during this process for final approval. Depending on timing and workload, construction administration is planned to be handled in house by staff.

This project is proposed to be funded through the Open Space Fund. The approved 2024 capital improvement budget can adequately fund this proposal.

The contract, including contingencies for engineering services as proposed, is within the approved 2024-2025 consulting budget of the proposed project.

This project was previously identified in the 2024-2028 Capital Improvement Program as "Blaine Wetland Sanctuary Trail Development", which was adopted by the City Council via resolution 23-207 on

December 18, 2023. The 2024 CIP includes \$1,000,000 for consulting services and for Phase 1 construction. If this consulting contract is approved, Phase 1 construction costs will then be identified in 2025 once plans and specifications have been developed and competitively bid. Additional consulting, construction, and contingency costs for future phases after preliminary planning work is completed will be reviewed with Council during the Open Space Fund capital budget discussions for the 2026 budget preparation.

Recommendation

By motion, the City Council authorized to enter into a contract with Stantec in the amount of \$89,000 for preliminary design and preparation of plans and specifications for the Blaine Wetland Sanctuary Trail Development project. In addition, authorize a 10% contingency to bring the total project budget to \$97,900 and authorize the City Manager or their designee to sign all change orders up to the authorized project budget amount.

Attachment List

None



City of Blaine Staff Report

File Number: 2025-18

Agenda Date	Status
January 21, 2025	
In Control	File Type
Natural Resources Conservation Board	Report

New Business -

Agenda Item # 6.3

NRCB Updates

Background

Approved 2025 - 2029 Open Space Fund
Volunteer Opportunities
Other

Recommendation

Informational

Attachment List

1. Open Space - Fund Summary

City of Blaine, Minnesota
Open Space Fund - 405
Summary of Revenues, Expenditures, and Change in Fund Balance
2025-2029 Capital Improvement Plan - As of December 16, 2024

	2023 Actual	2024 Budget	2025 Budget	2026 CIP	2027 CIP	2028 CIP	2029 CIP
Operating Revenues							
Park Dedication Fees	\$ 273,423	\$ 523,202	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
Wetland Credit Sales	-	200,000	-	250,000	250,000	250,000	250,000
Investment Earnings	267,212	-	35,000	35,000	35,000	35,000	35,000
Total Revenues	540,635	723,202	285,000	535,000	535,000	535,000	535,000
Operating Expenditures							
Contractual Services - Open Space Management	-	5,000	5,000	5,000	5,000	5,000	5,000
Total Operating Expenditures	-	5,000	5,000	5,000	5,000	5,000	5,000
Capital Outlay							
Lexington Ave Monument Signage	8,361	-	-	-	-	-	-
Sunrise Ponds Trail	2,350	-	-	-	-	-	-
Blaine Wetland Sanctuary Trail Development	-	1,000,000	-	550,000	750,000	500,000	500,000
Trails Development - Open Space	-	150,000	150,000	150,000	200,000	200,000	200,000
Wetland Management - Site 7	-	100,000	100,000	100,000	100,000	100,000	100,000
Ongoing Maintenance of BWS	-	50,000	50,000	50,000	50,000	50,000	50,000
BWS Structure and Restroom	-	-	-	-	750,000	-	-
Total Capital Outlay	10,711	1,300,000	300,000	850,000	1,850,000	850,000	850,000
Total Operating & Capital Expenditures	10,711	1,305,000	305,000	855,000	1,855,000	855,000	855,000
Revenues Over (Under) Expenditures	529,924	(581,798)	(20,000)	(320,000)	(1,320,000)	(320,000)	(320,000)
Other Financing Sources (Uses)							
Transfers In	-	-	-	-	-	-	-
Transfer Out To EDA Capital Fund	-	1,524,600	-	-	-	-	-
Total Other Financing Sources (Uses)	-	1,524,600	-	-	-	-	-
Net Change in Fund Balance	529,924	942,802	(20,000)	(320,000)	(1,320,000)	(320,000)	(320,000)
Fund Balance, January 1	5,151,720	5,681,644	6,624,446	6,604,446	6,284,446	4,964,446	4,644,446
Fund Balance, December 31	5,681,644	6,624,446	6,604,446	6,284,446	4,964,446	4,644,446	4,324,446
Cash Balance, December 31	\$ 5,672,733	\$ 6,615,535	\$ 6,595,535	\$ 6,275,535	\$ 4,955,535	\$ 4,635,535	\$ 4,315,535