



City of Blaine

City Council

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

AGENDA

1. Call to Order by the Mayor

2. Pledge of Allegiance

3. Roll Call

4. Awards - Presentations - Organizational Business

- 4.1.** 2025-91 Special Olympics Minnesota Law Enforcement Torch Run (LETR) Guardians of the Flame Award

Sponsors: Brian Podany, Safety Services Manager/Police Chief

- 4.2.** 2025-92 Recognition of McDonough K9 for Donation of Police K9 and Training

Sponsors:

- 4.3.** 2025-93 Police Department Swearing-in Ceremony

Sponsors: Brian Podany, Safety Services Manager/Police Chief

5. Communications

6. Open Forum

Open Forum is an opportunity for the public to share comments, concerns, or input on other items. While open forum is not intended to provide for response or discussion opportunities, if follow-up is needed, city staff will work to contact the speaker(s) outside of the meeting to arrange for that follow-up. Each speaker will be limited to 3 minutes with a maximum of 15 minutes set aside for open forum.

7. Approval of Consent Agenda:

All items listed under the "Consent Agenda" are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

- 7.1.** 2025-94 Schedule of Bills Paid

Sponsors: Jason Zimmerman, Finance Director

7.2. 2025-95 Approval of Minutes
Sponsors: Cathy Sorensen, City Clerk

7.3. 2025-96 Motion to Approve Carnival License for Amusement Attractions at Northtown Mall
Sponsors: Cathy Sorensen, City Clerk

7.4. RES 25-68 Resolution Declaring Surplus Property And Authorizing Sale, Donation, or Disposal
Sponsors: Chad Miers, Fleet Manager, Nick Fleischhacker, Public Works Director

7.5. 2025-97 Motion to Authorize Replacement of Public Works Unit #3431 Vehicle
Sponsors: Chad Miers, Fleet Manager, Nick Fleischhacker, Public Works Director

7.6. 2025-98 Motion to Authorize the Mayor and City Manager to Enter into a Contract with Bolton & Menk for Construction Services for Lift Station 13 Force Main Project - Phase 2, Improvement Project No. U2330 (23-30)
Sponsors: Daniel Schluender, Director of Engineering

8. 7:00 PM - Public Hearing and Items Published for a Certain Time

9. Development Business

9.1. RES 25-53 Resolution Granting Preliminary Plat Approval to Create Two Outlots and Right-of-Way Dedication for the Zest Street Extension on the Southwest Corner of Lexington Avenue and 125th Avenue NE. Lexington Crossing (Case File No. 25-0010/SAS)
Sponsors: Sheila Sellman, Assistant Community Development Director

10. Administration

10.1. RES 25-52 Resolution Accepting a Bid from Sir Lines-A-Lot, LLC in the Amount of \$106,644 for the 2025 Pavement Markings Project, Improvement Project No. 25-03
Sponsors: Daniel Schluender, Director of Engineering

10.2. RES 25-57 Resolution Accepting a Bid from Douglas-Kerr Underground, LLC in the Amount of \$2,994,658.32 for the 2025 Southwest Area Street Reconstruction, Improvement Project No. 25-06.
Sponsors: Daniel Schluender, Director of Engineering

10.3. RES 25-69 Resolution Approving a Purchase Agreement for 2170 106th Lane NE.

Sponsors: Erik Thorvig, Community Development Director

11. Other Business

12. Adjournment



City of Blaine Staff Report

File Number: 2025-91

Agenda Date	Status
April 21, 2025	
In Control	File Type
City Council	Guest Speaker

Awards - Presentations - Organizational Business - Brian Podany, Safety Services Manager/Police Chief

Agenda Item # 4.1

Special Olympics Minnesota Law Enforcement Torch Run (LETR) Guardians of the Flame Award

Executive Summary

A representative from Special Olympics Minnesota will be presenting the Law Enforcement Torch Run (LETR) "Guardians of the Flame" Award to the Blaine Police Department. This award recognizes outstanding law enforcement agencies that have significantly contributed to the statewide success of the LETR for Special Olympics Minnesota.

Background

The Special Olympics Minnesota Law Enforcement Torch Run (LETR) Guardians of the Flame Award recognizes outstanding law enforcement agencies that have significantly contributed to the statewide success of the LETR for Special Olympics Minnesota, with one Police Department and one Sheriff's Office receiving the award annually.

The award aims to acknowledge and celebrate the dedication of law enforcement agencies to the LETR and its mission of supporting Special Olympics Minnesota. The LETR is a global grassroots fundraising and public awareness program for Special Olympics, with law enforcement members and Special Olympics athletes carrying the "Flame of Hope" into Opening Ceremonies of local competitions. The flame symbolizes courage, celebration of diversity, and the inclusion of all people around the world.

The Blaine Police Department is receiving this award for all the things they do with Special Olympics such as participating in all the events, taking initiative in planning and coordinating events, and fundraising to help support the program. The Blaine Police Department participates in three LETR events: The Torch Run, the Polar Plunge and Tip a Cop events. Blaine's involvement has grown to the point that they have three liaisons for Special Olympics, Officer Jennah Justen, Officer Pete Noll, and Detective Orin Christensen.

Strategic Plan Relationship

Board/Commission Review

Financial Impact

Public Outreach/Input

Staff Recommendation

Attachment List

None



City of Blaine Staff Report

File Number: 2025-92

Agenda Date	Status
April 21, 2025	
In Control	File Type
City Council	Guest Speaker

Awards - Presentations - Organizational Business -

Agenda Item # 4.2

Recognition of McDonough K9 for Donation of Police K9 and Training

Executive Summary

The Blaine Police Department would like to recognize and thank Mark McDonough for the donation of K9 Vinny and the 3-month training program through McDonough K9. An Appreciation Award will be presented to Mark McDonough by Police Chief Brian Podany.

Background

Mark McDonough is a former police officer who worked for the Anoka Police Department and the Coon Rapids Police Department for a combined total of 32 years. Throughout his law enforcement career, 22 years were spent training K9's and working with multiple Police K9's himself. Mark's passion for K9's led him to start his own business in 2000 - McDonough K9. Mark retired from the Coon Rapids Police Department in 2015, but continued growing his career with McDonough K9, training hundreds of K9's yearly and producing elite working dogs to this day.

In July 2024, McDonough donated a 17-month-old purebred German Shepherd to the Blaine Police Department along with K9 training. The canine was imported from Germany and partnered with Officer Kelly Jahnke who, with the approval of the Chief, named him Vinny. They began the 3-month basic training program at McDonough K9 immediately and graduated on November 22, 2024. Officer Jahnke and K9 Vinny have worked very hard with great success in maintaining the elite reputation among the K9 handlers at the Blaine Police Department. The donation saved the City of Blaine an estimated cost of \$15,000.00 and we are very grateful for McDonough's compassion and generosity.

Strategic Plan Relationship

Board/Commission Review

Financial Impact

Estimated cost savings of \$15,000.00

Public Outreach/Input

Staff Recommendation

Recognize and thank Mark McDonough.

Attachment List

None



City of Blaine Staff Report

File Number: 2025-93

Agenda Date	Status
April 21, 2025	
In Control	File Type
City Council	Guest Speaker

Awards - Presentations - Organizational Business - Brian Podany, Safety Services Manager/Police Chief

Agenda Item # 4.3

Police Department Swearing-in Ceremony

Executive Summary

A police department swearing-in ceremony will be held for one new officer and three promotional sworn staff.

Background

When new officers successfully complete the Field Training Program and advance to solo patrol, a swearing-in ceremony is performed in front of the City Council. Also, when sworn staff receive promotions, a swearing-in ceremony is performed in front of the City Council. This is a special time for sworn staff and their families to celebrate their accomplishments and be recognized in front of the City Mayor, City Council members, City Manager, Chief Podany, fellow police staff, and the public.

The following new officers will be participating in the ceremony and take their Oath of Office:
Abbie Lamberty, Badge #266

The following promotional sworn staff will be participating in the ceremony and take their Oath of Office:

Sergeant Nick Traffie, Badge #215

Sergeant Samantha Klimisch, Badge #207

Captain Zachary Johnson, Badge #186

Strategic Plan Relationship

This ceremony relates to the City of Blaine's Strategic Plan Priority #4 Organizational Health. The City of Blaine is committed to hiring and promoting highly qualified staff to meet core public safety services needs and demands.

Board/Commission Review

Financial Impact

Public Outreach/Input

Family and friends of the staff being recognized were invited to attend the ceremony.

Staff Recommendation

Attachment List

None

CITY OF BLAINE

SCHEDULE OF BILLS PAID

APPROVED ON 04/21/2025 FOR PAYMENTS THE WEEK OF 03/21/2025

Vendor Name	Description	Amount
ALLEN CONOR	Hotel/Parking reimbursement	\$ 961.59
AMAZON CAPITAL SERVICES	PW Mechanic Shop; Flashlights	\$ 21.78
AMAZON CAPITAL SERVICES	PW Mechanic Shop; Flashlights	\$ 298.86
ARLT BENJAMIN	Reimbursement for mileage: MRWA Conference	\$ 228.48
ASPEN MILLS INC	CSO uniforms and clothing	\$ 79.43
ASPEN MILLS INC	CSO uniforms and clothing	\$ 393.49
ASPEN MILLS INC	CSO uniforms and clothing	\$ 65.99
ASPEN MILLS INC	CSO uniforms and clothing	\$ 38.80
ASPEN MILLS INC	CSO uniforms and clothing	\$ 58.20
ASPEN MILLS INC	CSO uniforms and clothing	\$ 948.50
ASPEN MILLS INC	CSO uniforms and clothing	\$ 1,221.72
ASPEN MILLS INC	CSO uniforms and clothing	\$ 111.60
ASPEN MILLS INC	CSO uniforms and clothing	\$ 364.84
ASPEN MILLS INC	CSO uniforms and clothing	\$ 381.49
ASPEN MILLS INC	CSO uniforms and clothing	\$ 381.49
ASPEN MILLS INC	CSO uniforms and clothing	\$ 36.00
AXON ENTERPRISES INC	2025 officer safety plan annual payment	\$ 274,000.51
AXON ENTERPRISES INC	Taser Holster	\$ 86.00
BCA-CHAU RECORDS	Liquor License Background Check Fee	\$ 66.50
BOLTON & MENK INC	General Water Service Questions; Water Dept	\$ 540.00
CAPITAL ONE TRADE CREDIT	Wheel Seals; PW Stock	\$ 75.92
CAPITAL ONE TRADE CREDIT	Storm Water supplies: Chaps/chairs/log tongs	\$ 3,035.00
CAPITAL ONE TRADE CREDIT	Storm Water supplies: Chaps/chairs/log tongs	\$ 626.96
CAPITAL ONE TRADE CREDIT	Storm Water supplies: Chaps/chairs/log tongs	\$ 512.97
CAPITAL ONE TRADE CREDIT	Storm Water supplies: Chaps/chairs/log tongs	\$ 433.18
CARR'S TREE SERVICE INC	Tree Removal; 9 Blvd Trees	\$ 9,500.00
CENTERPOINT ENERGY	750 Clover Leaf Pkwy NE - Gas	\$ 84.25
CENTERPOINT ENERGY	Gas Service	\$ 4,436.33
CHEYENNE PLUMBING & HEATING	HVAC Permit B25-00492 Refund - Permit Included B25-00370	\$ 75.00
CLEMENTS THOMAS	Conference and Travel Expenses	\$ 275.48
COMCAST	Internet for Public Wi-Fi	\$ 297.89
COMCAST	PW Cable TV	\$ 20.97
COMCAST	Cable TV	\$ 36.19
COMCAST	MAYC - Cable TV	\$ 69.47
COMCAST	Public Works Internet Service	\$ 201.47
CONNEXUS ENERGY-UTILITY PAYMENTS	February 2025 Electric	\$ 49,534.57
CRYSTEEL TRUCK EQUIPMENT	Installation/Labor; build up of Plow 1324	\$ 2,400.00
CUB FOODS INC - THE VILLAGE	PD Community Alliance Meeting items	\$ 19.97
CUB FOODS INC - THE VILLAGE	Mobile Field Force Training supplies	\$ 4.49
ELECTRIC PUMP INC	Pump Inspection/Maintenance; WTP 4	\$ 1,510.00
ESCAPE FIRE	PW Low air repair on compressor	\$ 1,605.00
EVANS KRISTA	Tuition reimbursement	\$ 419.72
FACTORY MOTOR PARTS COMPANY	Batteries for PW stock	\$ 312.08
FACTORY MOTOR PARTS COMPANY	Vehicle Batteries; PW Stock	\$ 786.40
FACTORY MOTOR PARTS COMPANY	Batteries for PW stock	\$ 503.88

FERGUSON ENTERPRISES LLC #3325	De-Icer Line Thawer; Water	\$	3,629.14
FITZGERALD TIMOTHY	Home Improvement Grant Reimbursement	\$	5,000.00
FRIENDLY CHEVROLET INC	Battery Dist Block: Vehicle 5329	\$	126.25
GAASLAND KRISTIAN	Reimburse for Mileage/parking: MRWA Conference, Gaasland	\$	265.20
GERHARD JOSEPH	Tuition reimbursement	\$	1,130.00
GOVERNMENT SOCIAL MEDIA LLC	Social Media Conference Fee-Boerboom	\$	984.00
HELMKE BRENT	Van Drivers reimbursement	\$	50.00
INDELCO PLASTICS CORPORATION	Fluoride Tank; WTP 3	\$	2,619.62
INTEGRITY EMPLOYEE BENEFITS LLC	ACA filing	\$	3,892.00
KODRU-MOONEY INC	2024 Capital; Water Altitude Valve Parts - Tower 1	\$	10,005.00
LAWSON PRODUCTS INC	Mechanic shop supplies; Cable Ties/Fittings/Cleaner	\$	969.06
LEAGUE OF MN CITIES INSURANCE	Workers comp insurance claims	\$	752.96
LIFE SAFETY SYSTEMS INC	MAYC Annual monitoring	\$	325.00
LIFE SAFETY SYSTEMS INC	AES repairs; WTP 4	\$	495.00
LOWE'S HOME CENTERS INC	Tool box/supplies; Storm water shop	\$	2,573.98
LUTHER BROOKDALE CHEVROLET	Electrical Repair; Vehicle 5341	\$	479.68
MANSFIELD OIL COMPANY	Fuel Delivery - February & March	\$	5,023.46
MANSFIELD OIL COMPANY	Fuel Delivery - February & March	\$	7,319.32
MANSFIELD OIL COMPANY	Fuel Delivery - February & March	\$	9,277.24
MARSDEN CENTRAL LLC	PW March janitorial services	\$	2,550.67
MENARDS - BLAINE	Lumber; Sanctuary Boardwalk Repairs	\$	55.41
MENARDS - BLAINE	PW Sewer Supplies: Wipes/pliers/aluminum	\$	225.29
MENARDS - BLAINE	Tow Straps/Chargers; Sign Shop 4486	\$	21.97
MENARDS - BLAINE	Supplies for craft fair	\$	36.36
MINNESOTA MUNICIPAL UTILITIES ASSOC	Membership dues	\$	754.00
MINNESOTA MUNICIPAL UTILITIES ASSOC	Quarterly contract for safety	\$	12,189.50
MINNESOTA POLLUTION CONTROL AGENCY	Wastewater Certification fees; Lenz/Kittleson	\$	45.00
MINNESOTA POLLUTION CONTROL AGENCY	Wastewater Certification fees; Lenz/Kittleson	\$	45.00
M-R SIGN COMPANY INC	Kleen Break Bolt/Wedge/Shim; Sign Shop	\$	220.46
MTI DISTRIBUTING INC	Electric Mower System Training; Mechanics	\$	825.00
NOLEN BRITTANI	Refund - Applied for Wrong Permit	\$	135.00
NORTHERN SANITARY SUPPLY CO INC	PW Supplies - can liners/towels/tissue/hand soap	\$	735.00
NUSS TRUCK & EQUIPMENT	Credit	\$	(86.40)
NUSS TRUCK & EQUIPMENT	Knock/Temp Sensor; Plow 1272	\$	1,183.66
OPTIMIZED ELECTRICAL SOLUTIONS	PW sign shop motion sensor settings	\$	674.00
OPTIMIZED ELECTRICAL SOLUTIONS	3rd floor tv receptacle, data drop, mount boxes	\$	1,351.00
O'REILLY AUTOMOTIVE INC	Credit	\$	(201.60)
O'REILLY AUTOMOTIVE INC	Rear brakes; Truck 4604	\$	407.42
O'REILLY AUTOMOTIVE INC	Credit	\$	(218.94)
O'REILLY AUTOMOTIVE INC	Filters; PW Stock	\$	39.60
O'REILLY AUTOMOTIVE INC	Axle Seals; Vehicle 3385	\$	37.74
O'REILLY AUTOMOTIVE INC	Filters for PW stock	\$	281.44
O'REILLY AUTOMOTIVE INC	Air Filters; PW Stock	\$	34.90
PITNEY BOWES INC	Postage Machine Meter Rental Qtly	\$	135.75
SAFE-FAST INC	Uniforms for Seasonal Employees - PW (LARGE T-shirts)	\$	1,249.00
SAFE-FAST INC	Uniforms for Employees - PW Annual Contract Order (in-stock)	\$	8,818.00
SAM'S CLUB/SYNCHRONY BANK	Items for sr. center	\$	350.60
SUBURBAN TIRE WHOLESALE INC	Tires; PW Stock	\$	2,322.20
TOSNEY JOSH	Reimbursement for mileage: MRWA Conference	\$	237.30
USA BLUEBOOK (#657220)	Sewer Small tools: Chopper. Hose grabber, Telescoping Pole	\$	2,481.40
VOYAGEUR CANNABIS SERVICES	Application Support Services for Municipal Cannabis Operations	\$	3,000.00
XCEL ENERGY	10563 Packard ST NE - Siren	\$	9.99

XCEL ENERGY	4131 Pheasant Ridge DR NE - Monument	\$	13.32
XCEL ENERGY	4125 109th Ave Ne - Signal	\$	66.42
ZAHL-PETROLEUM MAINTENANCE COMPANY	2025 Capital; Air Valve Install - Matrix Hose Reels #3435	\$	5,131.00
		\$	457,135.83

CITY OF BLAINE

**SUBSET OF PAYMENTS BETWEEN \$20,000 AND \$50,000 FROM THE SCHEDULE OF BILLS PAID
APPROVED ON 04/21/2025 FOR PAYMENTS THE WEEK OF 03/21/2025**

Vendor Name	Description	Amount
CONNEXUS ENERGY-UTILITY PAYMENTS	February 2025 Electric	\$ 49,534.57

CITY OF BLAINE

SCHEDULE OF BILLS PAID

APPROVED ON 04/21/2025 FOR PAYMENTS THE WEEK OF 03/24/2025

Vendor Name	Description	Amount
AMAZON CAPITAL SERVICES	Blank Slate Game for MAYC	\$ 19.99
AMAZON CAPITAL SERVICES	Mechanic Shop Tools; 3/8 impact wrench ring clip	\$ 28.96
AMAZON CAPITAL SERVICES	Apple Pencil - Adam	\$ 99.00
AMAZON CAPITAL SERVICES	Magnetic Sheet holders for file cabinets	\$ 19.98
AMAZON CAPITAL SERVICES	Pens, Laser Labels	\$ 32.40
AMAZON CAPITAL SERVICES	PW notebooks/planners; water	\$ 134.87
AMAZON CAPITAL SERVICES	Fat Ivans, locks, keyboard for patrol	\$ 302.92
AMAZON CAPITAL SERVICES	25 cell phone cases	\$ 292.25
AMAZON CAPITAL SERVICES	Cell Phone Charging Cords for Squads	\$ 259.60
AMAZON CAPITAL SERVICES	Award Frames for BPD staff	\$ 151.25
AMAZON CAPITAL SERVICES	Expanding Files, Manilla Folders, Yellow folders, Blue folders	\$ 13.40
AMAZON CAPITAL SERVICES	Webcams	\$ 47.99
AMAZON CAPITAL SERVICES	Keyboards for patrol/records, letter moisteners	\$ 175.73
AMAZON CAPITAL SERVICES	Expanding Files, Manilla Folders, Yellow folders, Blue folders	\$ 54.31
AMAZON CAPITAL SERVICES	Award Frames for BPD staff	\$ 15.99
ANOKA COUNTY	2025 County Recordings	\$ 46.00
ANOKA COUNTY	2025 County Recordings	\$ 46.00
ANOKA COUNTY TREASURY DEPARTMENT	Connect Anoka County Fiber	\$ 400.00
APPLE FORD WHITE BEAR LAKE	Rear brake repairs/alignment: Truck 4606	\$ 2,838.37
ARCHIVESOCIAL INC	Annual Contract - Social Media Records Retention System	\$ 5,278.77
AUTOMATIC SYSTEMS COMPANY	SCADA Issue/Dialer Alarm repairs; Sewer	\$ 525.00
AUTOMATIC SYSTEMS COMPANY	Program/wiring for meter; WTP 3	\$ 8,268.00
AUTOMATIC SYSTEMS COMPANY	Radio hardware change out: LS 4	\$ 1,338.17
BLAINE AREA PET HOSPITAL PA	Vet Services for K9 Andy	\$ 211.28
BLAINE BROTHERS INC	Brake hoses; Plow 1281	\$ 18.43
BLAINE BROTHERS INC	Brake hoses; Plow 1281	\$ 37.90
BLAINE BROTHERS INC	Drive Shafts; Park Mower Stock	\$ 3,302.92
BLAINE BROTHERS INC	Brake hoses; Plow 1281	\$ 38.94
BLUUM OF MINNESOTA LLC	Tv's and mounts 3rd floor	\$ 1,059.45
BOYER TRUCKS	Window Regulator; Plow 1203	\$ 298.32
CAPITAL ONE TRADE CREDIT	Sockets; Storm Department	\$ 28.47
CAPITAL ONE TRADE CREDIT	Trailer balls/mounts; PW Stock	\$ 214.62
CAPITAL ONE TRADE CREDIT	Marker light/break away switches; PW Trailer stock	\$ 235.42
CARR'S TREE SERVICE INC	Tree Removal; 6 Blvd Trees	\$ 6,500.00
CARR'S TREE SERVICE INC	Tree Removal; Quincy Park	\$ 3,500.00
CINTAS CORPORATION	PW: 2025 Uniform/Rug-Towel Rentals	\$ 422.02
CINTAS CORPORATION	MAYC Mats/Rugs	\$ 38.42
CINTAS CORPORATION	CH mats/rugs	\$ 205.47
CINTAS CORPORATION	PW: 2025 Uniform/Rug-Towel Rentals	\$ 225.42
CINTAS CORPORATION	MAYC Mats/Rugs	\$ 38.42
CRYSTEEL TRUCK EQUIPMENT	2024 Capital: Tandem Axle Plow build up #1324	\$ 202,186.94
CRYSTEEL TRUCK EQUIPMENT	Frame/Ram Assy/Cable for Plow; Plow 4603	\$ 1,283.04
CRYSTEEL TRUCK EQUIPMENT	Strobe lights; Truck 4604	\$ 59.88

DELTA MEDICAL SUPPLY GROUP INC	Nitrile Gloves for Patrol Operations	\$	592.00
ECKBERG LAMMERS PC	Prosecution Fees	\$	23,366.55
ECKBERG LAMMERS PC	2025 LETAC mandated/elective officer training	\$	42,558.00
ECM PUBLISHERS INC	Publication of Legal Notices	\$	121.00
ECM PUBLISHERS INC	Public Hearing Notices	\$	77.00
ECM PUBLISHERS INC	Public Hearing Notices	\$	82.50
ECM PUBLISHERS INC	Publication of Legal Notices	\$	38.50
EMERGENCY AUTOMOTIVE TECHNOLOGIES INC	Emergency Lighting Improvements for Admin Vehicle - 5286	\$	2,403.86
FASTENAL COMPANY	Wire wheel/hex dies; Water Tools	\$	125.92
FRIENDLY CHEVROLET INC	Alternator; Vehicle 5313	\$	301.21
GOPHER STATE ONE CALL INC	Water & Sewer Locate Fees	\$	261.90
HAWKINS INC	Water Treatment Chemicals	\$	6,198.00
HAWKINS INC	Water Treatment Chemicals	\$	1,134.90
HOLIDAY COMPANIES	Car Washes - PD	\$	985.00
HOLIDAY COMPANIES	Car Washes - Fire/Comm Stds	\$	15.00
IMPACT PROVEN SOLUTIONS	2025 Utility Billing Invoice Printing	\$	4,816.11
INNOVATIVE OFFICE SOLUTIONS	Pens, Tylenol, stapler, sight savers	\$	167.57
INSIGHT PUBLIC SECTOR INC	New UPS for the Server Room at PW	\$	6,504.62
INSTRUMENTAL RESEARCH INC	Water Sample Testing; 2025 Blanket	\$	1,000.00
JOHNSON LITHO GRAPHICS OF EAU CLAIRE LTD	Summer Rec Connect brochure, mailing and postage	\$	23,641.67
JOHNSON LITHO GRAPHICS OF EAU CLAIRE LTD	March/April CityConnect Newsletter	\$	14,043.67
LANGUAGE LINE SERVICES INC	Translation and Interpretation Services	\$	601.52
LAWSON PRODUCTS INC	B/O Bolts for Plow blades; PW Stock	\$	19.60
LAWSON PRODUCTS INC	Mechanic shop supplies; Nitrile Gloves	\$	28.80
LOCKRIDGE GRINDAL NAUEN PLLP	2025 State Advocacy Services (Year 2 of 3 Year Contract)	\$	3,166.66
LRS PORTABLES OF MINNESOTA	Satellite Rental - Parks	\$	1,592.50
MANSFIELD OIL COMPANY	Fuel Delivery - February	\$	7,235.02
MARCO TECHNOLOGIES LLC	Phone Wall Mounts	\$	80.31
MC TOOL & SAFETY SALES	Safety Gloves; Water Dept	\$	195.00
MENARDS - BLAINE	Solid Block; PW Park Dept	\$	57.00
MENARDS - BLAINE	Galv Pipe/Coupling; LS 4	\$	61.24
MENARDS - BLAINE	Paint/Parts; Zamboni #2436	\$	107.15
MENARDS - BLAINE	PW: Coupling/Pipe; Lift Station 4	\$	34.71
MENARDS - BLAINE	Fence posts/caps: Swan Park	\$	77.89
MENARDS - BLAINE	Straps/connector/Hose/coupling; Sewer Dept	\$	77.70
METRO SALES INCORPORATED	Copier Support and Maintenance	\$	1,859.00
MINNESOTA POLLUTION CONTROL AGENCY	Sanitary Sewer Ext Permit Application Fee, I/P 23-30	\$	310.00
MINUTE MAKER SECRETARIAL	Minute Maker Secretarial	\$	362.50
MINUTE MAKER SECRETARIAL	Planning Commission Minutes	\$	172.00
MOORE ALEXANDER MICHAEL	Jury Duty Mileage	\$	10.80
MTI DISTRIBUTING INC	Rollers/blades/cover; mower 2413	\$	1,057.09
MTI DISTRIBUTING INC	Gear Box; Mower 2413	\$	74.62
NUSS TRUCK & EQUIPMENT	DOT Inspection; Plow 1287	\$	190.75
O'REILLY AUTOMOTIVE INC	Rear brakes; Truck 4604	\$	233.96
O'REILLY AUTOMOTIVE INC	Filters; PW stock	\$	113.24
PAFFY'S PEST CONTROL INC	MAYC monthly pest control	\$	59.75
PERFECT "10" CAR WASH INC	Prepaid Car Washes (Qty: 30) at 25% Discount	\$	607.27
SNAP-ON INDUSTRIAL	Mechanic Shop tools: Socket/Impact Extensions	\$	1,211.84
THE FERGUSON GROUP LLC	Federal Advocacy Services (Approved 12/18/24 by MO 23-644)	\$	5,250.00
TOLL GAS & WELDING SUPPLY	Welding Bay Supplies	\$	100.69

UNITED RENTALS INC	Lights for Hockey Rink	\$	1,965.00
USA BLUEBOOK (#657220)	Chemical Analyzer: Water Dept	\$	6,223.00
VIKING ELECTRIC SUPPLY LLC	Electrical Tape/Insulating Mastic for Sewer Dept.	\$	384.88
VIKING ELECTRIC SUPPLY LLC	Electrical Tape/Insulating Mastic for Sewer Dept.	\$	201.88
VIKING ELECTRIC SUPPLY LLC	Pump control Part: LS 12	\$	4,242.60
WALTERS RECYCLING & REFUSE INC	Organics Collection 2025	\$	150.00
WALTERS RECYCLING & REFUSE INC	Garbage and Recycling Contract	\$	463,291.44
		\$	870,136.70

CITY OF BLAINE

**SUBSET OF PAYMENTS BETWEEN \$20,000 AND \$50,000 FROM THE SCHEDULE OF BILLS PAID
APPROVED ON 04/21/2025 FOR PAYMENTS THE WEEK OF 03/24/2025**

Vendor Name	Description	Amount
ECKBERG LAMMERS PC	Prosecution Fees	\$ 23,366.55
JOHNSON LITHO GRAPHICS OF EAU CLAIRE LTD	Summer Rec Connect brochure, mailing and postage	\$ 23,641.67
ECKBERG LAMMERS PC	2025 LETAC mandated/elective officer training	\$ 42,558.00

CITY OF BLAINE

SCHEDULE OF BILLS PAID

APPROVED ON 04/21/2025 FOR PAYMENTS THE WEEK OF 03/28/2025

Vendor Name	Description	Amount
AEROFAB INC	Materials for Fabrication of storage box for CSO Truck 5342	\$ 531.00
AMAZON CAPITAL SERVICES	Scanner and cork board	\$ 359.57
AMAZON CAPITAL SERVICES	Hazmat Stickers; PW Mechanics	\$ 25.15
AMAZON CAPITAL SERVICES	iPad case for Chris Darst-Building Inspections	\$ 29.98
AMAZON CAPITAL SERVICES	Bingo Cards for MAYC	\$ 92.99
AMAZON CAPITAL SERVICES	PW Water; bottles/cheese cloth for Water	\$ 263.79
AMAZON CAPITAL SERVICES	Pens, dry erase markers, notebooks	\$ 264.89
AMAZON CAPITAL SERVICES	Dish Soap	\$ 33.76
ANOKA COUNTY LICENSE BUREAU	Vehicle Title Conversion: 5280 & 5302	\$ 2,308.17
ANOKA COUNTY LICENSE BUREAU	New Registration - PD #5348	\$ 2,872.05
ANOKA COUNTY LICENSE BUREAU	New Registration - PD #5332	\$ 31.00
ANOKA COUNTY LICENSE BUREAU	Tab Renewal - PD 5220 & 5264	\$ 32.50
ANOKA COUNTY LICENSE BUREAU	Duplicate Plate Request - #4622 Storm-Sewer	\$ 23.00
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 81.95
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 74.90
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 6.99
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 1,844.55
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 8.00
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 2,817.16
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 205.99
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 189.95
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 159.90
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 109.65
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 2,720.62
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 2,794.76
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 124.99
ASPEN MILLS INC	Credit	\$ (759.96)
AUTO AIR AND ACCESSORIES INC	Tonneu Cover; Truck 5302	\$ 575.00
AUTOMATIC SYSTEMS COMPANY	SCADA Troubleshooting; Tower 4	\$ 5,288.24
AUTOMATIC SYSTEMS COMPANY	Travel/Service Communication issues: LS 4	\$ 516.25
BARR ENGINEERING COMPANY	Wellfield Management Plan Proposal, I/P 23-22	\$ 4,037.50
BARR ENGINEERING COMPANY	WTP1 underdrain Design - Change Order, I/P 23-21	\$ 10,930.00
BARR ENGINEERING COMPANY	WTP2 Preventative Maintenance CO 1, I/P 23-20	\$ 1,335.50
BEAUDRY OIL & PROPANE	Propane for PW Shop: 2025 Blanket	\$ 104.00
BLUUM OF MINNESOTA LLC	CH digital signage	\$ 3,638.99
BLUUM OF MINNESOTA LLC	CH digital signage	\$ 2,919.00
BLUUM OF MINNESOTA LLC	CH digital signage	\$ 732.18
BOLTON & MENK INC	Water Tower 2 Rehab Professional Services, I/P 24-21	\$ 17,409.90
BOLTON & MENK INC	Water Tower 2 Rehab Amended Services, I/P 24-21	\$ 7,213.10
BOLTON & MENK INC	AT&T-Mobile Telecom Svcs, Tower 2 (12/7/24-1/17/25) I/P 24-21	\$ 3,949.50
BOLTON & MENK INC	City of Lexington Lawsuit (1/18/25-2/14/25)	\$ 4,052.00
BOLTON & MENK INC	Design & Construction Services for I/P 24-04	\$ 1,541.50
BOLTON & MENK INC	Design & Construction Services - 2025 SW Area, I/P 25-06	\$ 23,065.00
BRAD'S CATCH BASIN REPAIR LLC	Concrete repair; Water Main break	\$ 5,022.00
BRAD'S CATCH BASIN REPAIR LLC	Concrete repair; Water Main break	\$ 5,851.00
BROADWAY AWARDS INC	PD Retirement Awards	\$ 283.84
CAPITAL ONE TRADE CREDIT	Hand Winch; Trailer 4645	\$ 42.74

CAPSTONE HOMES INC	Escrow Refund - 12705 Edison T NE	\$	7,300.00
CARR'S TREE SERVICE INC	Tree Removal; 6 Blvd Trees	\$	6,900.00
CARR'S TREE SERVICE INC	Tree Removal; 8 Blvd Trees	\$	8,700.00
CENTURYLINK	Baseball Complex Telephone	\$	130.55
CENTURYLINK	Telephone Service	\$	76.53
CINTAS CORPORATION	PW: 2025 Uniform/Rug-Towel Rentals	\$	422.02
CINTAS CORPORATION	MAYC Mats/Rugs	\$	38.42
CINTAS CORPORATION	Cold storage PD first aid cabinet supplies	\$	84.77
CINTAS CORPORATION	PD first aid cabinet supplies	\$	239.99
COMCAST	Fiber Internet Service	\$	1,360.00
CORE & MAIN LP	3/4" Iperl Metal Meters for Resale	\$	17,200.00
CORE & MAIN LP	1" Ally Meters for Resale	\$	7,020.00
CORVAL CONSTRUCTORS INC	WTP 1 Filter & Piping Upgrades, I/P 23-21	\$	31,244.05
COVERT TRACK GROUP INC	Yearly fee for two GPS devices for Inv.	\$	1,200.00
CUTTER SALES	Caster Bearings; Mower 2411	\$	385.92
CYBER ADVISORS INC	ExtremeCloud WiFi Management Renewal	\$	1,125.00
CYBER ADVISORS INC	ExtremeCloud WiFi Management Renewal	\$	8,657.87
DEONAUTH LAUREN PATRIN	PC Attendance 2025 - Deonauth	\$	60.00
E G RUD & SONS INC	2025 Pond As-builts - Phase 4 (62 ponds)	\$	34,100.00
EMERGENCY AUTOMOTIVE TECHNOLOGIES INC	Install upfit equipment in Durango #1 - Squad 5343	\$	6,142.69
FACTORY MOTOR PARTS COMPANY	Brake Parts; PW Stock	\$	1,715.12
FACTORY MOTOR PARTS COMPANY	Battery; Jetter 4506	\$	285.28
FACTORY MOTOR PARTS COMPANY	Brake Parts; PW Stock	\$	74.88
FACTORY MOTOR PARTS COMPANY	Brake Parts; PW Stock	\$	74.88
FISERV	February FISERV Payment	\$	136.64
FRIENDLY CHEVROLET INC	Fuse Block; Truck 5265	\$	176.79
GRAINGER	Sleeve coupling insert	\$	165.09
GROUP HEALTH NON-PATIENT A/R	EAP benefits	\$	249.10
GROUP HEALTH NON-PATIENT A/R	Wellness Program Non-Member Charges	\$	138.88
GROUP HEALTH NON-PATIENT A/R	Wellness Program Non-Member Charges	\$	226.80
GROUP HEALTH NON-PATIENT A/R	EAP benefits	\$	252.28
HAUGO GEO TECHNICAL SERVICES LLC	Lift Station 13 Force Main Phase 2 Soil Boring, I/P 23-30	\$	4,020.00
HAWKINS INC	Water Treatment Chemicals	\$	5,605.19
HOMAN TERRI L	PC Attendance 2025 - Homan	\$	120.00
HOSE PROS LLC	Hose/Tubing; WTP 2	\$	70.44
HYDRAULIC PLUS & CONSULTING LLC	Cylinder Repair; Tractor 2397	\$	165.70
INDELCO PLASTICS CORPORATION	B/O Tubing/Injectors/valves; Well Maint	\$	2,537.25
INSIGHT PUBLIC SECTOR INC	New UPS for the Server Room at PW	\$	3,918.54
INSIGHT PUBLIC SECTOR INC	2025 Capital; Cisco Switch/Matrix Hose Reels #3435	\$	8,164.91
KATH FUEL OIL SERVICE COMPANY	Bulk Diesel Exhaust Fluid; Mech Shop	\$	664.80
LEAGUE OF MN CITIES INSURANCE TRUST-CLAIMS	Property Casualty Insurance Claim #406610	\$	5,971.06
LEAGUE OF MN CITIES INSURANCE TRUST-PREMIUMS	2024-25 Property/Casualty Coverage Premium	\$	139,820.00
LEAGUE OF MN CITIES INSURANCE TRUST-PREMIUMS	2024-25 Worker's Compensation Coverage Premium	\$	339,698.00
MANSFIELD OIL COMPANY	Fuel Delivery - March	\$	14,638.63
MENARDS - BLAINE	CH painting supplies and salt pellets	\$	218.16
MENARDS - BLAINE	PW Well house repairs; Water	\$	106.93
MENARDS - BLAINE	PW Well house repairs; Water	\$	14.56
MGT IMPACT SOLUTIONS LLC	Recruitment fees for Asst Fin Dir position	\$	1,410.65
MGT IMPACT SOLUTIONS LLC	Recruitment fees for Asst Fin Dir position	\$	1,410.65
MINNEAPOLIS SAW COMPANY INC	Dyna Glide /pop line/weights; street department	\$	150.18
MINNESOTA CHIEFS OF POLICE ASSOCIATION	MN LE Accreditation Program	\$	2,700.00
MINNESOTA EQUIPMENT - HAM LAKE	Chain Saw Helmets; PW	\$	311.49
MINNESOTA RURAL WATER ASSOCIATION	Registration Technical Conference	\$	350.00
MINNESOTA STATE COLLEGES OF UNIVERSITIES	Senior program - Defensive Driving	\$	504.00

MN METRO NORTH TOURISM	January 2025 Lodging Taxes	\$	11,284.30
MN METRO NORTH TOURISM	December 2024 Lodging Taxes	\$	2,108.43
MTI DISTRIBUTING INC	Ball Joint/Tie Rods/Solenoid/Misc Parts; Mower 2411	\$	1,941.72
MTI DISTRIBUTING INC	Ball Joint/Tie Rods/Solenoid/Misc Parts; Mower 2411	\$	28.11
MTI DISTRIBUTING INC	Ball Joint/Tie Rods/Solenoid/Misc Parts; Mower 2411	\$	826.35
MTI DISTRIBUTING INC	Ball Joint/Tie Rods/Solenoid/Misc Parts; Mower 2411	\$	20.34
MTI DISTRIBUTING INC	Ball Joint/Tie Rods/Solenoid/Misc Parts; Mower 2411	\$	89.70
NORTH COUNTRY CHEVROLET	2025 GMC Acadia Admin Squad Replacement	\$	41,135.20
OFFICE OF MNIT SERVICES	Telephone and Internet Services	\$	253.13
O'REILLY AUTOMOTIVE INC	Credit	\$	(100.00)
O'REILLY AUTOMOTIVE INC	Brake Parts/Steering Shaft; Trucks 3402 & 3398	\$	341.95
O'REILLY AUTOMOTIVE INC	Brake Parts/Steering Shaft; Trucks 3402 & 3398	\$	173.88
O'REILLY AUTOMOTIVE INC	Credit	\$	(37.74)
O'REILLY AUTOMOTIVE INC	Steering shaft/hydro boost; Trucks 5165/5198	\$	432.33
REHDER MARK	February Forestry Services	\$	2,099.61
SAFE-FAST INC	Uniforms for Employees - PW Annual Contract Order (back-ordered)	\$	3,315.00
SHORT ELLIOTT HENDRICKSON INC	Design & Construction Services-Pleasure Creek, I/P 24-06	\$	1,097.32
SHORT ELLIOTT HENDRICKSON INC	Design & Construction Svcs-2025 Street Rehab, I/P 25-05	\$	49,935.13
STAR TRIBUNE	Publish Ad for Bids, I/P 24-21 (Bolton & Menk submitted)	\$	172.22
STERICYCLE INC	Feb shred	\$	146.99
SUN LIFE FINANCIAL	Long Term Disability Insurance-monthly	\$	5,455.99
TEAMSTERS LOCAL #320 WELFARE	Police Dental - Group #1609 Monthly	\$	8,322.00
THE LINCOLN NATIONAL LIFE INSURANCE COMAPNY	Life Insurance - monthly	\$	7,840.50
THE LINCOLN NATIONAL LIFE INSURANCE COMAPNY	Life Insurance - monthly	\$	7,736.60
THOMSEN SYSTEMS INC	Winter tech camp	\$	45.00
TRANS UNION LLC	Employment Credit Reports - Jan & Feb 2025	\$	18.61
TRANS UNION LLC	Employment Credit Reports - Jan & Feb 2025	\$	37.22
TWIN CITY HARDWARE COMPANY INC	Training Building Door repair	\$	278.41
USA BLUEBOOK (#657220)	Water Tools; HinderRUST/Sealant/Curb box lock/wrench	\$	780.05
USA BLUEBOOK (#657220)	Water Tools; HinderRUST/Sealant/Curb box lock/wrench	\$	126.95
WAGNER JACKIE	Civil court testimony mileage	\$	10.64
WRIGHT MONROE	Senior program - Birthday entertainment	\$	200.00
WSB & ASSOCIATES INC	Design & Construction Svcs-2024 NW Area Street Recon, I/P 24-05	\$	270.00
XCEL ENERGY	4206 Woodland Pkwy NE - Signal	\$	68.78
HANDT JOY	Bunny food craft for spring event	\$	62.00
SUNDGAARD JOSHUA	Expense report for USPIS travel- reimbursed	\$	59.44
		\$	930,785.39

CITY OF BLAINE

**SUBSET OF PAYMENTS BETWEEN \$20,000 AND \$50,000 FROM THE SCHEDULE OF BILLS PAID
APPROVED ON 04/21/2025 FOR PAYMENTS THE WEEK OF 03/28/2025**

Vendor Name	Description	Amount
BOLTON & MENK INC	Design & Construction Services - 2025 SW Area, I/P 25-06	\$ 23,065.00
CORVAL CONSTRUCTORS INC	WTP 1 Filter & Piping Upgrades, I/P 23-21	\$ 31,244.05
E G RUD & SONS INC	2025 Pond As-builts - Phase 4 (62 ponds)	\$ 34,100.00
NORTH COUNTRY CHEVROLET	2025 GMC Acadia Admin Squad Replacement	\$ 41,135.20
SHORT ELLIOTT HENDRICKSON INC	Design & Construction Svcs-2025 Street Rehab, I/P 25-05	\$ 49,935.13

PAYROLL CHECKS & WIRE TRANSFERS

MONTH: MARCH 2025

PAYROLL CHECKS

<u>DATE</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
03/13/25	VENDOR CHECKS	CHECK # 79955-79958	\$6,971.13
03/13/25	EMPLOYEES	DIRECT DEPOSITS	\$651,552.56
03/27/25	VENDOR CHECKS	CHECK #79959-79967	\$14,113.18
03/27/25	EMPLOYEES	DIRECT DEPOSITS	\$663,780.71

WIRE TRANSFERS

<u>DATE</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
03/13/25	STATE OF MINNESOTA	PAYROLL TAXES	\$44,328.78
03/13/25	I.R.S.	PAYROLL TAXES	\$198,952.72
03/13/25	P.E.R.A.		\$195,966.31
03/13/25	USCM & US BANK	DEFERRED COMP & H.S.A	\$65,718.37
03/20/25	STATE OF MINNESOTA	FEBRUARY SALES TAX	\$47,930.00
03/31/25	21ST CENTURY BANK	CREDIT CARDS	\$26,871.11
03/27/25	STATE OF MINNESOTA	PAYROLL TAXES	\$47,771.14
03/27/25	I.R.S.	PAYROLL TAXES	\$212,620.68
03/27/25	P.E.R.A.		\$193,892.10
03/27/25	USCM & US BANK	DEFERRED COMP & H.S.A	\$96,875.98

TOTAL \$2,467,344.77



City of Blaine

City Council Workshop

April 7, 2025 | 5:30 PM
Blaine City Hall
10801 Town Square Drive NE
Blaine, MN 55449

MINUTES

NOTICE OF WORKSHOP MEETING

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

1. Call to Order

The meeting was called to order by Mayor Sanders at 5:33PM.

2. Roll Call

PRESENT: Mayor Tim Sanders, Councilmembers Terra Fleming, Chris Ford, Leslie Larson, Tom Newland, and Jess Robertson.

ABSENT: Councilmember Chris Massoglia.

Quorum Present.

ALSO PRESENT: City Manager Michelle Wolfe; Community Development Director Erik Thorvig; Assistant Community Development Director Sheila Sellman; Police Captain Russ Clark; Finance Director Jason Zimmerman; Director of Administration Scott Johnson; Director of Engineering Dan Schluender; City Attorney Tom Loonan; Communications Manager Ben Hayle; and City Clerk Catherine Sorensen.

3. New Business

- 3.1. 2025-65** Charter Review of City Governance
Sponsors: Tom Loonan, City Attorney

City Attorney Loonan provided a presentation regarding the city charter, which was Blaine's governing document. He focused on the form of government and charter provisions regarding the roles of the council and city manager. He explained the hiring of the city manager as the only personnel decision the council gets to make. He stated the primary

focus of the city council was to adopt policy, enact ordinances, set the legislative agenda and approve the budget. He explained the city manager was in charge of running the city, implementing policies, enforcing ordinances, hiring and managing all personnel and administering the budget. He indicated the charter prohibits the city council from interfering with the city manager's authority to appoint officers and employees. He reported the city manager reports to the city council and all city employees report to the city manager.

Councilmember Robertson asked if email questions that were sent to staff could be responded to by staff and sent to the entire city council. Mr. Loonan reported this was allowed, noting this email would then become public data. He explained this is best practice because it provides the entire city council with the same information.

Mr. Loonan further discussed the role of the council and the city manager with respect to the budgeting process. He noted the city manager is tasked with preparing the estimates for the annual budget. After the budget is approved, only certain appropriations or changes can be made to the budget by a super-majority vote of the council. He described how policies and procedures put in place by the council then direct the city manager in the administering of the budget.

Further discussion ensued regarding the annual audit that was completed each year.

Mr. Loonan encouraged the council as they enter into the city manager hiring process to consider what skill sets would be valued. He then shared that he would be stepping away from city government work and that City Attorney Eric Larson would be lead attorney for the city beginning in June.

Mayor Sanders thanked Mr. Loonan for his efforts on behalf of the community.

City Manager Wolfe reported Mr. Larson would be brought in on issues over the coming months in order to get him up to speed with issues the city was currently facing.

Councilmember Newland asked if Blaine being a charter city was unique. Mr. Loonan stated this was a minority position, noting the majority of cities have a city administrator and all employees answer to the city council.

Ms. Wolfe reported Shoreview, New Brighton and White Bear Lake were all city manager form of government but added on a day to day basis, it makes very little difference between having a city administrator or city manager except when it comes to hiring and disciplining employees.

Councilmember Newland requested further information regarding the chief of police position. Mr. Loonan explained city charter allows the city manager to appoint and hire all positions except the chief of police, which is a city council hire.

Councilmember Ford asked where the recruiter was in the process in terms of speaking with each of the city councilmembers. Director of Administrative Services Johnson reported the recruiter has spoken to two councilmembers to date and meetings will be set up with the remaining councilmembers.

Ms. Wolfe indicated she had submitted an official letter of resignation to the mayor and her last day with the city would be July 3.

Councilmember Newland recommended the council set a deadline for the meetings with the recruiter in order to keep this process moving forward. Mayor Sanders agreed and said all meetings should be held by April 18. He thanked City Manager Wolfe for her tremendous leadership for the community through COVID, the robust development of the entertainment district and for securing financing for TH65 then recommended the position of interim city manager be given to Community Development Director Eric Thorvig, noting he had served the city in this capacity in the past.

3.2. 2025-66 Legislative Update
 Sponsors: Michelle Wolfe, City Manager

Ms. Wolfe stated staff members have discussed the city's legislative agendas at previous workshops and provided a brief summary regarding the following:

1. Status of federal funding requests
2. Status of city-proposed state legislation
3. Other miscellaneous legislative updates

Ms. Wolfe explained the city did not receive funding for the mobile command vehicles, which was a plus because the price had increased significantly and the city did not have this in the budget. She indicated staff would be resubmitted a request on the mobile command vehicle in 2025 with new costs. She reported the city would be making a request for \$553,000 for the Blaine trails and ramps rehabilitation project. She indicated the city would also be requesting four mobile monitoring trailers. She stated she would forward documentation regarding the social district to the council.

Mayor Sanders commented further on the bill that was proposed for special taxing districts. He noted a moratorium had been put in place to allow the legislature to study this issue. He indicated the city was interested in putting a special taxing district in place as part of the entertainment district due to the 7 million sports visitors the city receives each year. He anticipated the city was two years away from having a bill in place.

Community Development Director Thorvig explained the city's lobbyists recommended the bill be introduced this year with the understanding it would take several years to be approved. He indicated the entertainment district would also take several years to construct. He discussed how the special taxes raised from the district would help with public safety expenditures, ongoing maintenance and landscaping. He commented further on the area that would be included within the special taxing district.

Councilmember Robertson thanked staff and Mayor Sanders for this providing the council with more detailed information and for working on behalf of the city to pursue the special taxing district.

Councilmember Newland questioned what the likelihood was that the moratorium would go

away.

Mayor Sanders stated he believed the moratorium would go away, but he had yet to understand what the final bill would look like that addresses special taxing districts.

Councilmember Larson asked if the missing middle bill was back before the legislature. Mr. Thorvig reported this bill had been brought back before the legislature for consideration and noted the city had spoken against this bill.

4. Other Business

City Manager Wolfe shared updates on the upcoming LMC conference, Lexington water lawsuit, well interference, and invited the city council to tour the current garage before the next council workshop meeting.

Councilmember Larson requested further information on the EDA agenda item that would be considered this evening. Mr. Thorvig commented the requested action would provide the applicant with a commercial loan to assist with rebuilding the commercial kitchen for the proposed restaurant. He explained based on the applicant's credit report, staff was recommending approval of the loan.

5. Adjournment

The workshop was adjourned at 6:45PM.



City of Blaine

City Council

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

MINUTES

1. Call to Order by the Mayor

The meeting was called to order at 7:00PM by Mayor Sanders followed by the Pledge of Allegiance and the Roll Call.

2. Pledge of Allegiance

3. Roll Call

PRESENT: Mayor Tim Sanders, Councilmembers Terra Fleming, Chris Ford, Leslie Larson, Chris Massoglia, Tom Newland, and Jess Robertson.

ABSENT: None.

Quorum Present.

ALSO PRESENT: City Manager Michelle Wolfe; Community Development Director Erik Thorvig; Assistant Community Development Director Sheila Sellman; Police Captain Russ Clark; Finance Director Jason Zimmerman; Director of Administration Scott Johnson; Director of Engineering Dan Schluender; City Attorney Tom Loonan; Communications Manager Ben Hayle; and City Clerk Catherine Sorensen.

4. Awards - Presentations - Organizational Business

None.

5. Communications

Councilmember Fleming congratulated Councilmember Massoglia on the recent birth of his daughter. A round of applause was offered by the council.

6. Open Forum

Open Forum is an opportunity for the public to share comments, concerns, or input on other items. While open forum is not intended to provide for response or discussion opportunities, if follow-up is needed, city staff will work to contact the speaker(s) outside of the meeting to arrange for that follow-up. Each speaker will be limited to 3 minutes with a maximum of 15 minutes set aside for open forum.

Mayor Sanders opened the Open Forum at 7:04PM.

Jonathan Edmondson, 117th Lane NE, shared concerns regarding approval of Item 10.2 and the proposed payment being considered. He suggested the city not approve paying \$350,000 to Tompkins Development because this was a big development risk and could set a precedent for big payouts in the future. He questioned why the city and taxpayers were helping to fund a commercial development. He stated if the city were to move forward with the payment from the Strategic Priorities Fund, he asked what the community benefit would be from this property. He commented if this property was being utilized for a future fire station, this should be clearly communicated to the public.

Dale Sprouse, 12880 Lexington Avenue, spoke against the proposed Lexington Avenue project and the city's use of Strategic Priorities Funding for the land purchase. He commented further on the history of the Strategic Priorities Fund and recommended these funds not be allocated to Tompkins Development.

Elmer Stevenson, 12565 Zest Street, shared comments against Item 10.2 and the proposed liability of \$300,000. He was of the opinion there was a lack of public transparency with respect to this proposal.

Josie Corrigan, 1074 101st Lane NE, requested Congressman Tom Emmer be invited to attend a town hall meeting at Blaine City Hall.

There being no further input, Mayor Sanders closed the Open Forum at 7:11PM.

7. Approval of Consent Agenda:

All items listed under the "Consent Agenda" are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

Councilmember Robertson requested the removal of consent agenda item 7.16 for further discussion.

Councilmember Massoglia requested the removal of consent agenda item 7.14 for further discussion.

Moved by Councilmember Newland, seconded by Mayor Sanders, that the following items on the Consent Agenda be approved as amended with the removal of Items 7.14 and 7.16 for further discussion.

Motion adopted unanimously.

- 7.1.** 2025-67 Schedule of Bills Paid
Sponsors: Jason Zimmerman, Finance Director
- 7.2.** 2025-68 Approval of Minutes
Sponsors: Cathy Sorensen, City Clerk
- 7.3.** 2025-69 Approve Temporary Nursery Sales License for Frattalones Hardware and Garden
Sponsors: Cathy Sorensen, City Clerk
- 7.4.** RES 25-65 Resolution to Approve a Premise Permit for Lawful Gambling Activity for Andover Football Association at Acapulco Restaurant, 9360 Baltimore Street NE, Suite 160
Sponsors: Cathy Sorensen, City Clerk
- 7.5.** 2025-70 Approve Temporary Liquor Licenses for Invictus Brewing Company
Sponsors: Cathy Sorensen, City Clerk
- 7.6.** 2025-71 Approve 2025-2026 Vending Truck Licenses
Sponsors: Cathy Sorensen, City Clerk
- 7.7.** 2025-72 Approve 2025-2026 Kennel Licenses
Sponsors: Cathy Sorensen, City Clerk
- 7.8.** 2025-73 Approve a Tobacco and Tobacco Products License for Northstar Cigars, located at 2180 105th Avenue NE, Suite 170
Sponsors: Cathy Sorensen, City Clerk
- 7.9.** 2025-74 Motion for Ratification of Local 477 (Deputy Police Chief) Labor Agreement from November 18, 2024-January 1, 2026
Sponsors: Scott Johnson, Director of Administrative Services
- 7.10.** RES 25-47 Resolution Authorizing Temporary Parking Restrictions and Road Closures for the Johnsville Area Garage Sale Event Security Plan

- 7.11.** 2025-75 Motion Approving Year 2 Term for Flock Safety Automatic License Plate Reader(ALPR) Cameras
Sponsors: Brian Podany, Safety Services Manager/Police Chief
- 7.12.** RES 25-62 Resolution Accepting Bids and Awarding the Contract to Musco Sports Lighting, LLC. in the Amount of \$189,900 for the Blaine Baseball Complex Field 5 Baseball Lighting Project (P2412)
Sponsors: Jerome Krieger, Sr. Recreation Manager
- 7.13.** 2025-76 Motion Authorizing Centennial Elementary's Request for Parking Restrictions for a Family Event
Sponsors: Daniel Schluender, Director of Engineering
- 7.14.** RES 25-58 Resolution to Establish Speed Limit on Lever Street NE from 125th Avenue NE (CSAH 14) to 131st Avenue NE.
Sponsors: Daniel Schluender, Director of Engineering

Councilmember Massoglia asked if other options could be utilized such as stop signs or flashing speed limit signs to calm traffic instead of increasing the speed limit and requested whatever means available to help address the increased speed. Director of Engineering Schluender explained the city had to follow two state statutes that had to be considered when setting speed limits. He explained Lever Street does not meet the criteria for the urban or rural requirements. For this reason, a speed study was completed by MNDOT who was recommending a speed limit of 35 miles per hour. He explained if a different speed limit were put in place by the city it would be unenforceable by the police department. He commented a stop sign could be considered on this corridor, but he did not believe a stop sign was warranted and would create another issue for the police department to enforce.

Councilmember Massoglia inquired if the city could challenge the findings from MNDOT, given the fact this was not a rural road and because the roadway was by an elementary school. Mr. Schluender commented the city could ask MNDOT to review the findings, but noted the recommendation was based on what 85% of the traffic was driving. He indicated the roadway was designed to manage traffic at 35 miles per hour and noted the police department would work to enforce this new speed limit.

Councilmember Massoglia requested staff investigate what other measures could be put in place to assist with addressing the speed of traffic along Lever Street.

Moved by Councilmember Massoglia, seconded by Councilmember Robertson, to adopt a Resolution to Establish Speed Limit on Lever Street NE from 125th Avenue NE (CSAH 14) to

Motion adopted unanimously.

- 7.15.** 2025-77 Motion to Authorize the Mayor and City Manager to Enter into a Contract with Bolton & Menk, Inc. for Construction Services for for the Water Tower 2 Rehabilitation, Improvement Project No. U2315 (24-21)
Sponsors: Nick Fleischhacker, Public Works Director
- 7.16.** 2025-78 Motion to Authorize the Mayor and City Manager to Enter into a Contract with Barr Engineering Co. for a Large-Scale Pilot Test Work Plan for the Water Treatment Plant 1 Underdrain Design and Iron/Manganese Filter Pilot Project, Improvement Project No. 23-21
Sponsors: Nick Fleischhacker, Public Works Director

Councilmember Robertson asked for further information on the reason for this request and questioned what the pilot study would cost. Public Works Director Fleischhacker stated the city has put dollars aside to complete underdrain work at Water Treatment Plant 1 because this plant had a breakdown. He reported as part of the work being completed, water going through the filter and backwash rates had to be monitored. He explained this study will determine if the existing plants were adequate going into the future or if a new plant would be needed.

Councilmember Robertson was of the opinion the council should have discussed this topic further given the impact this pilot program would have on the city's water infrastructure and that it came with a \$2.8 million cost. Mr. Fleischhacker stated the existing filter size was generally the same within each plant and this study would determine if future rehabilitation would allow the current vessels to be used.

Councilmember Robertson expressed concern with the fact the city was pursuing a pilot program. She requested staff bring the council additional information regarding the city's water plants at a future workshop meeting given the large budget impacts.

Councilmember Massoglia supported staff bringing this item to a future workshop meeting as well. He questioned if action on this item should be tabled in order to allow for further consideration. Mr. Fleischhacker explained the work with Barr Engineering has been completed and staff was asking that the testing be completed on what was constructed.

City Manager Wolfe stated there may be some confusion in the terms that were being used. She indicated the pilot testing was on the mix of sand that had been put in place to ensure the right mix of media was in place and that it was working properly. She commented the pilot program was not referring to the overall capital project to put the underdrain in place.

Mr. Fleischhacker explained a plan had been in place to figure out whether the plants could be derated to include green sand with the vessels that were in place. He reported the original plan was to complete this work on Water Treatment Plant 3 during a normal

maintenance cycle. However, Water Treatment Plant 1 broke, which shifted the dollars from Water Treatment Plant 3 to Water Treatment Plant 1 to do the work and it was always pitched as a study to determine whether the design could be modified to provide better maintenance schedules and more water throughout a 24-hour period. He commented that a downside of the work could be the derating of the plants, which meant less water would be put out than before. He stated this was what the pilot test would help staff determine, to see if this was a viable option for the city going forward.

Moved by Councilmember Robertson, seconded by Councilmember Newland, to Authorize the Mayor and City Manager to Enter into a Contract with Barr Engineering Co. for a Large-Scale Pilot Test Work Plan for the Water Treatment Plant 1 Underdrain Design and Iron/Manganese Filter Pilot Project, Improvement Project No. 23-21.

Motion adopted unanimously.

- 7.17.** RES 25-59 Resolution Authorizing CIP Budget Amendment for a Tandem Axle Plow Truck (E2409)
Sponsors: Chad Miers, Fleet Manager, Nick Fleischhacker, Public Works Director

8. 7:00 PM - Public Hearing and Items Published for a Certain Time

- 8.1.** RES 25-46 Conduct Public Hearing and Adopt a Resolution to Vacate Drainage and Utility Easements on Lot 1, Block 1, Larson's Estates, according to the recorded plat thereof, Anoka County, Minnesota; Vacation No. V25-01
Sponsors: Daniel Schluender, Director of Engineering

Mr. Schluender stated the city received a petition dated January 21, 2025 from Joseph Radach representing Contour Development LLC, requesting the vacation of Drainage and Utility Easements, Lot 1, Block 1, Larson's Estates; according to the recorded plat thereof, Anoka County, Minnesota. On March 3, 2025, a public hearing was conducted and Resolution 25-32 was adopted to vacate the drainage and utility easements as outlined in Exhibit A for Lot 1, Block 1, Larson's Estates. The public hearing notice was not published in the city's official newspaper, therefore, a new public hearing must be held. After conducting the public hearing, staff requested that council adopt a new resolution rescinding Resolution 25-32 and approving vacation of the drainage and utility easements. This public hearing was published in the city's official newspaper on March 14, 2025. The existing drainage and utility easements are no longer needed and new easements will be recorded in accordance with the recording of a new easement document. Engineering staff has reviewed the request and agrees with the vacation.

Mayor Sanders opened the public hearing at 7:33PM.

There being no public input, Mayor Sanders closed the public hearing at 7:33PM.

Moved by Councilmember Robertson, seconded by Councilmember Massoglia, to Adopt a

Resolution to Vacate Drainage and Utility Easements on Lot 1, Block 1, Larson's Estates, according to the recorded plat thereof, Anoka County, Minnesota; Vacation No. V25-01.

Motion adopted unanimously.

- 8.2.** 2025-79 Approve On-Sale and Sunday Intoxicating Liquor Licenses for Hope Breakfast Bar, 10950 Club Pkwy NE, Suite 110
Sponsors: Cathy Sorensen, City Clerk

City Clerk Sorensen stated council is asked to approve the on-sale and Sunday intoxicating liquor licenses for Hope Breakfast Bar to allow the ability to serve intoxicating spirits, beer and wine. A public hearing is required prior to the approval for on-sale and Sunday intoxicating liquor application for Hope Breakfast Bar. It was noted the applicants have submitted the on-sale and Sunday intoxicating liquor application for Hope Breakfast Bar. The applicant has paid the required license fees, submitted forms and documents, and a background investigation was conducted by the Blaine Police Department with no concerns found. The on-sale and Sunday liquor licenses, if approved, would be valid through June 30, 2025, and run concurrent with annual liquor license renewals. All required information will be submitted to the state's alcohol and gambling enforcement division upon approval of the licenses by the council and staff will ensure that liquor liability coverages includes the outdoor dining area recently approved by council through a conditional use permit.

Mayor Sanders opened the public hearing at 7:34PM.

There being no public input, Mayor Sanders closed the public hearing at 7:34PM.

Moved by Councilmember Robertson, seconded by Councilmember Larson, to Approve an On-Sale and Sunday Intoxicating Liquor Licenses for Hope Breakfast Bar at 10950 Club Parkway NE, Suite 110.

Councilmember Robertson reported the Hope Breakfast Bar would be opening in the community on May 10.

Motion adopted unanimously.

9. Development Business

None.

10. Administration

- 10.1.** RES 25-51 Resolution Accepting a Bid from Asphalt Surface Technologies Corporation (dba ASTECH Corp.) in the Amount of \$191,515.80 for the 2025 Crack Sealing Project, Improvement Project No. T2502 (25-02) and Amending the Project Budget

Mr. Schluender requested the council accept a bid for the 2025 Crack Sealing Project on various streets, Improvement Project No. T2502 (25-02) and award a contract in the amount of \$191,515.80 to Asphalt Surface Technologies Corporation (dba ASTECH Corp.). Bids were received electronically at 2:00PM, March 27, 2025, for Project No. T2502 (25-02). A total of six bids were received, ranging from \$191,515.80 to \$236,166.00. Bids have been checked and tabulated, and it has been determined that ASTECH Corporation of St. Cloud, Minnesota is the lowest bidder. The engineering department has worked with ASTECH Corporation on previous contracts. Staff recommends that the low bid be accepted, and a contract entered into with ASTECH Corporation. City council is also asked to approve a 5% contingency to bring the total project budget to \$201,091.59.

Mr. Schluender explained the project includes streets that are shared with Ham Lake. Staff has reached out to Ham Lake regarding participating in the proposed project and splitting the cost for the shared streets and are waiting for a reply from Ham Lake. If no response is received by the time construction starts, staff will remove the streets shared with Ham Lake from the project. The estimated costs for the shared streets with Ham Lake are \$247.35 for each city. Staff noted they were waiting to hear back from Ham Lake on how to proceed.

Moved by Councilmember Newland, seconded by Councilmember Massoglia, to adopt a Resolution Accepting a Bid from Asphalt Surface Technologies Corporation (dba ASTECH Corp.) in the Amount of \$191,515.80 for the 2025 Crack Sealing Project, Improvement Project No. T2502 (25-02) and Amending the Project Budget.

Councilmember Newland questioned when this project would begin noting there would be events this summer that may have to be worked around. Mr. Schluender explained the city would work around the activities in these neighborhoods.

Motion adopted unanimously.

- 10.2. RES 25-54** Resolution Granting the Assignment of a Purchase Agreement between Tompkins Development, LCC and the City of Blaine
Sponsors: Erik Thorvig, Community Development Director

Community Development Director Thorvig provided the council with detailed historical information regarding these outlots. He explained there were two separate purchase agreements in place for Outlots A and B. Tompkins Development has the west portion under contract (Outlot A) and HJ Development has the east portion under contract (Outlot B). Staff commented further on the project costs to develop the overall 37 acres. He explained to facilitate the purchase agreement, the existing purchase agreement between the seller and Tomkins Development, LLC would need to be assigned to the city. The purchase agreement identifies a purchase price of \$1,100,000 and a closing date of 4/30/25. Staff have discussed with the seller's broker the need to extend the closing date. A preliminary and final plat needs to be approved and recorded with Anoka County to create the lot the city would purchase. This won't be completed until May/June. Extension of the

closing date is an administrative action. The assignment agreement memorializes that all real estate and due diligence documents completed by Tompkins Development LLC will be transferred to the city. These include various items such as title commitment, survey, plats, site plans, etc. Staff commented further on the future site options.

Mr. Thorvig stated Tompkins Development LLC requested a \$400,000 fee as part of the transfer. Homer Tompkins stated that the \$400,000 fee would cover out-of-pocket expenses to date, so the *"\$400,000 is not considered all profit to his partnership"*. Had the site developed as planned with the apartment and retail site, their partnership anticipated a projected profit of \$525,000. Please note that Tompkins is not solely involved in the endeavor and has other financial partners. Tompkins provided staff with a specific breakdown of all out-of-pocket expenses incurred to date. Those expenses began in March 2022, and include various items such as property taxes, legal, title, engineering and architectural fees. The total amount as of January 31, 2025, is \$193,441. This does not include Mr. Tompkins' obligation to pay accrued interest to his partners on all capital advanced at 12% per annum on each from date of payment until paid off. He estimated this expense to be an additional \$25,000. The total amount of out-of-pocket expenses is approximately \$218,441. The City Council held three closed sessions to discuss the fee. After negotiation, the city and Tompkins Development, LLC agreed upon a fee of \$300,000 and this fee would be paid at closing. It was noted the funding source for this fee would be from the Strategic Priorities Fund, noting this project will advance or achieve one or more of the strategic initiatives identified in the city's strategic plan. Staff commented further on the cost share agreement and recommended approval of granting the assignment of a purchase agreement between Tompkins Development and the city of Blaine.

Moved by Councilmember Newland, seconded by Councilmember Massoglia, to adopt a Resolution Granting the Assignment of a Purchase Agreement between Tompkins Development, LCC and the City of Blaine.

Councilmember Massoglia said this site made sense for a future fire station and would meet the community-wide benefit given the fact the city would be using the Strategic Priorities Fund. He offered an amendment to specify the reason for the purchase of this property includes the city council's preferred site for a potential future fire station for the SBM Fire Department.

Motion amendment moved by Councilmember Newland, seconded by Councilmember Robertson amending Item 10.2 to include an additional Whereas that the purchase of this property includes the city council's preferred site for a potential future fire station for the SBM Fire Department.

Councilmember Newland expressed concern regarding the restrictiveness of this language. He understood the city was looking at this location for Fire Station No. 6. He suggested the motion language be made more flexible in the event it does not make sense to put a fire station on this corner. He commented the final decision would still sit with the SBM partners, but when looking at the use of the Strategic Priorities dollars, he wanted to make it clear that these fund were being used because this council saw this property being used as a future fire station.

City Attorney Loonan commented the language in the first amendment, which was the

amendment before the council, identifies that the council and future city council has said this was where fire station should be. He indicated the inclusion of the word preferred provides guidance to both future councils and SBM boards that this was the desired site, and that this should be the first site for SBM to consider. He reported this was just a resolution and would not bind the city to the site.

Councilmember Massoglia stated he understood his amendment language was stronger, but explained it was this city council's preferred site for a fire station.

Mayor Sanders asked if it was Councilmember Massoglia to have one of the two pads developed in the future as a fire station.

Councilmember Massoglia stated this was correct, one of the two pads would be used for a fire station. Mr. Thorvig commented in speaking with Fire Chief Retka they need approximately four acres of land, which was the size of Lot 6 and the other lot could then be sold by the city for a commercial development.

Councilmember Larson indicated she preferred the more concise language as proposed by Councilmember Massoglia.

Councilmember Newland indicated he did not mind the reference to the fire department, but he was not as comfortable tying this property as closely to the fire department as the remainder of the city council.

Councilmember Ford stated he agreed with Councilmember Newland on this. He explained coming from the fire service, he did not believe the fire chief would want restrictions when it came to the location of a future fire station because things can change in five to eight years. He commented he was coming in late for this project then further discussed the history of this property and recommended the city remain fair and balanced, while doing good for the community. He was of the opinion the city council was not misappropriating funds, but rather that this council watched the budget very closely, as does staff.

Councilmember Robertson requested further comment from staff on how the SBM Fire Department has tried to identify properties for a future fire station. Mr. Thorvig stated the discussion about a future fire station goes back five years and noted it was very challenging to find the right site that meets all the needs of the fire department. He commented on several parcels that had been identified and how the needs of the fire department had changed since changing fire chiefs and the staffing model. He reported there are very limited locations along the Lexington Avenue corridor for a future fire station.

Councilmember Fleming stated she preferred the language in Option 1 because as a council, the group would be making it known this was the preferred site.

Amendment motion adopted 6-1 (Councilmember Newland opposed).

Councilmember Larson explained she did not support the \$300,000 request from Tompkins. She stated there were a lot of projects that come forward that do not receive council support and the city does not pay them for their time. She indicated she believed this request was similar and she did not support paying Tompkins \$300,000. She commented on

the history of the Strategic Priorities Fund noting these dollars were returned to the city after the hospital district disbanded. She then played a recording from the December 16, 2024, city council workshop meeting where Homer Tompkins discussed what he would be using the city's taxpayer dollars. She explained she did not support paying Mr. Tompkins the \$300,000 fee in order for him to retire.

Councilmember Massoglia indicated he agreed that all government dollars are taxpayer dollars, which meant the Strategic Priorities dollars were tax payer dollars. He stated he did not agree with the narrative Councilmember Larson was putting out there and explained Mr. Tompkins could spend the dollars in any manner he chooses if the city were to move forward with this agreement. He explained he was looking at this property as an option to provide the city with a fire station. He discussed how the city has tried to negotiate on other properties, and these options have fallen through or were asking too much for their properties. He indicated he was not seeing this as a payout to let a developer retire, but rather he saw this as a way to assign a purchase agreement to the city without having to renegotiate and be taken advantage of.

Councilmember Larson commented the city may be taken advantage of because the city was allowing this to happen.

Mayor Sanders stated Councilmember Larson cannot like the price, but reported this was more than an idea because it would give the city the right to purchase the property.

Councilmember Larson questioned who owned the property.

Mayor Sanders explained Mr. Tompkins owns the right to the property.

Councilmember Larson expressed concern with the fact there was not a PID for this land which meant it was not a legal parcel to purchase at this time.

Mr. Thorvig stated the timing on this matter was critical. He explained the plat that was described would be going to the planning commission on April 8. He noted this process would stop if the council does not approve the agreements at this meeting.

Councilmember Larson requested a roll call vote.

A roll call vote was taken. Amended motion adopted 6-1 (Councilmember Larson opposed).

10.3. RES 25-56 Resolution Approving a Cost Share Agreement with HJ Development
Sponsors: Erik Thorvig, Community Development Director

Mr. Thorvig stated the estimated cost share expense to the city is \$1,275,379. This was based on estimates HJ Development received from a reputable contractor. The project would be bid by HJ Development, and it's possible that costs could be lower. HJ Development has indicated multiple times that the estimates are conservatively high. HJ Development would be responsible for construction of all site improvements (ponding, grading, utilities, road, traffic signal, etc.), and the city would reimburse for their portion of

said costs. The city would place funds in an escrow account and various draws would occur. The escrow amount would be based on the actual bid cost of the project. This action authorizes up to \$1,275,379. If the bid amount and cost share are higher than preliminary estimates, the city council would need to further consider the costs. The city council is asked to adopt a resolution approving the terms of the agreement but authorizes the city attorney, in consultation with staff, to finalize the document.

Moved by Councilmember Newland, seconded by Councilmember Fleming, to adopt a Resolution Approving a Cost Share Agreement with HJ Development.

Motion adopted 6-1 (Councilmember Larson opposed).

- 10.4. RES 25-63** Resolution Declaring the Official Intent of the City to Reimburse Certain Expenditures Related to Costs Associated With the Purchase Agreement and Infrastructure Cost Share at the Southwest Corner of 125th Avenue and Lexington Avenue
Sponsors: Jason Zimmerman, Finance Director

Finance Director Zimmerman stated preceding this item, Council considered two resolutions which would authorize the assignment of an existing purchase agreement currently controlled by Tompkins Development, LLC to the city of Blaine and a cost-share agreement with HJ Development for the construction of all infrastructure on the site, including roads, utilities, traffic signals at Zest Street and 125th Avenue as well as site grading/preparation. While the aforementioned actions before council contemplated the utilization of the Strategic Priorities Fund to finance project costs, the enclosed resolution will provide maximum flexibility to the city should it choose at some point in the future to issue tax-exempt bonds for partial or full reimbursement of incurred costs.

Mr. Zimmerman reported when a city decides to undertake a new capital project, one of the most important decisions it will make is choosing what kind of financing method to use. A common option is to issue tax-exempt bonds, which are obligations of a state or political subdivision, the interest on which is exempt from federal income taxation. For some projects, tax-exempt bonds are issued before any spending has begun on the project, but at other times, a borrower may wish to commence, or even complete work, before debt is incurred and reimburse itself for such spending with the proceeds of a later tax-exempt debt issue. Staff noted if this purchase was approved, the site may be considered for a future fire station.

Moved by Councilmember Fleming, seconded by Councilmember Newland, to adopt a Resolution Declaring the Official Intent of the City to Reimburse Certain Expenditures Related to Costs Associated With the Purchase Agreement and Infrastructure Cost Share at the Southwest Corner of 125th Avenue and Lexington Avenue.

Motion adopted unanimously.

11. Other Business

None.

12. Adjournment

Moved by Councilmember Newland, seconded by Councilmember Robertson, to adjourn the meeting at 8:33PM.

Motion adopted unanimously.



City of Blaine

City Council Workshop

April 14, 2025 | 5:30 PM
Blaine City Hall
10801 Town Square Drive NE
Blaine, MN 55449

MINUTES

NOTICE OF WORKSHOP MEETING

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

1. Call to Order

The meeting was called to order by Mayor Sanders at 5:30PM.

2. Roll Call

PRESENT: Mayor Tim Sanders, Councilmembers Chris Ford, Leslie Larson, Chris Massoglia, Tom Newland, and Jess Robertson.

ABSENT: Councilmember Terra Fleming.

Quorum Present.

ALSO PRESENT: City Manager Michelle Wolfe; Community Development Director Erik Thorvig; Safety Services Director/Police Chief Brian Podany; Finance Director Jason Zimmerman; Public Works Director Nick Fleischhacker; Director of Administrative Services Scott Johnson; Director of Engineering Dan Schluender; Senior Parks and Recreation Manager Jerome Krieger; City Attorney Erik Larson; Communications Manager Ben Hayle; Fire Chief Dan Retka; IT Manager Paul Grosse; IT Administrator Bob Wolfe.

3. New Business

- 3.1.** 2025-214 Closed Session Pursuant to MN Statute 13D.05 Subd. (3)(d) Security Briefing
Sponsors: Brian Podany, Safety Services Manager/Police Chief

After a motion and a second, the workshop was closed at 5:31PM pursuant to MN Statute 13D.05 subd.(3)(d) security briefing.

- 3.2.** 2025-81 Council Requested Items for Discussion

Council opened the meeting at 6:44PM.

Councilmember Robertson proposed the city consider implementing an MS4 permitting process. This is a service currently conducted by the watershed district(s). An MS4 permit is required for any construction project that removes the vegetative cover and exposes soils to the natural elements or creates additional hard surface. The permit requires that these projects show how they will handle storm water runoff and protect water resources at or near the project.

Council consensus was to bring the item forward for consideration.

3.3. 2025-82 Blaine Wetland Sanctuary Trail Development Project - Phase 1
Sponsors: Daniel Schluender, Director of Engineering

Director of Engineering Schluender stated city council previously approved the contract with Stantec for preliminary design, including an estimated cost for construction of a trail system through the Blaine Wetland Sanctuary. The proposed trail system has been in the works for many years, with the original north section of trail and boardwalk being constructed in 2016/2017. City staff have been working with Stantec to develop an up-to-date concept of the next phase of trails and boardwalk for the Blaine Wetland Sanctuary.

Jacob Burgstahler, Stantec, presented the preliminary trail layout map, elevations, building material options and cost estimates for the project. Phasing of the project was discussed. It was noted the NRCB saw this presentation by Stantec at their March meeting. Staff indicated construction is currently budgeted for phasing throughout 2025-2027. The Open Space Capital budget is the funding source for the project. Currently, there is approximately \$6,000,000 in the open space fund.

Council consensus was to move forward as proposed.

3.4. 2025-83 SBM Fire Department - Quarterly Update
Sponsors: Dan Retka, Fire Chief

Fire Chief Retka provided the council with a quarterly update.

3.5. 2025-84 2026 Budget - Review of Small Group Meetings; Outcomes and Council Direction
Sponsors: Jason Zimmerman, Finance Director

Finance Director Zimmerman stated at the February 10 workshop, staff presented a review of the 2025 budget process with suggestions to improve the process going forward. As part

of those discussions, the development of a budget schedule was determined to be worthwhile for several reasons, as it provides a structured and organized approach to the complex budgeting process. In essence, a budget schedule is a vital tool for local governments to effectively manage their finances, ensure accountability, and promote transparency. Finance Department staff scheduled small group discussions with Council during the second week of April to provide measured assumptions that incorporate operating, capital, and debt funding strategies as outlined in previous budgetary cycles while maintaining existing staffing and service levels at anticipated 2026 costs. An outcome of these small group meetings would be the creation of a policy-driven framework containing key themes, goals, and expectations for the 2026 budget and property tax levy. Pending informal consensus of the council, this document will be shared with departments to provide an outline of budget guidelines to ensure conformance with council direction.

Mr. Zimmerman explained while further discussions will be required to address the wide spectrum of funds the city maintains, the initial focus of the budget kick-off will be on the 2026 property tax levy, as a preliminary, or maximum levy must be certified to the County Auditor by September 30 in accordance with state statute. Staff requested feedback to ensure staff and Council alignment on the 2026 budget and property tax levy.

Council generally concurred with the budget guidelines outline as presented.

3.6. 2025-85 Compensation Study Introduction
Sponsors: Scott Johnson, Director of Administrative Services

Director of Administrative Services Johnson reported in 2024, the City budgeted for a compensation plan review by Gallagher to update the study implemented for the city in 2021. The 2021 process included a comprehensive review of positions and classifications, plan structure, and market analysis. A review of plans every three to five years is recommended as a best practice to stay competitive in the market and maintain integrity of the plan. (Similarly, salary and benefit information is gathered and analyzed for each labor contract negotiation process.) Goals for having a sound and competitive compensation structure include addressing the following:

- High employee retention rates/low turnover rates
- Successful recruitment to fill vacant positions
- Compliance with Minnesota Pay Equity statute
- Decreased liability for compensation-related claims

Mr. Johnson explained Gallagher began work on the market study in the late fall of 2024, and included work to analyze current salary trends within the public sector industry to ensure that the city will have a competitive market position in attracting and retaining top talent. The goal was to ensure that compensation practices are competitive, equitable, and aligned with the city's budgetary priorities. Gallagher will be completing their work in the near future and staff was providing an introductory presentation on their comprehensive market study.

4. Other Business

None.

5. Adjournment

The workshop was adjourned at 8:46PM.



City of Blaine Staff Report

File Number: 2025-96

Agenda Date	Status
April 21, 2025	
In Control	File Type
City Council	Motion

Approval of Consent Agenda: -

Agenda Item # 7.3

Motion to Approve Carnival License for Amusement Attractions at Northtown Mall

Executive Summary

Council is asked to approve a carnival license.

Background

Randy Forcier, Gopher State Expositions, Inc., has submitted an application to hold a carnival at Northtown Mall from May 8–18, 2025; Wednesdays - Fridays 4PM-9PM, Saturdays 11AM-9PM and Sundays 11AM-8PM. The applicant has paid the \$1,200 license fee, submitted a certificate of liability insurance naming the city as additional insured, and all other application materials. A complete site plan required by Fire for review is pending at this time.

A background check for Mr. Forcier has been completed by the Police Department and found no reason to deny. Issuance of the license is contingent upon meeting all requirements of the license. An inspection will be completed by a Fire Inspector during carnival set-up prior to the release of this license.

After further review and in response to previous incidents, including one that occurred in 2024, staff is requiring an additional condition that the applicant and/or Northtown Mall arrange for 2 reimbursable police officers daily during carnival hours. Perimeter fencing will be installed as well as a single monitored entrance. Large bags and backpacks will not be allowed in the carnival area.

Strategic Plan Relationship

This license relates to all aspects of the strategic plan by providing opportunities for the public to engage in community events.

Board/Commission Review

N/A

Financial Impact

License fees established by council cover costs of license review and issuance.

Public Outreach/Input

N/A

Staff Recommendation

By motion, approve a carnival license for Gopher State Expositions, Inc. at Northtown Mall.

Attachment List

None



City of Blaine Staff Report

File Number: RES 25-68

Agenda Date	Status
April 21, 2025	
In Control	File Type
City Council	Resolution

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

Agenda Item # 7.4

Resolution Declaring Surplus Property And Authorizing Sale, Donation, or Disposal

Executive Summary

Per city policy, surplus property must be declared as such by resolution prior to the sale, disposal, or donation of the items.

Background

The Public Works Department annually replaces worn-out, damaged, outdated equipment through the annual budgeting process. Policy allows for the following disposal methods for surplus property.

1. Disposal by public auction.
2. Disposal by donation.
3. Disposal by trash if the item is deemed to have no value.

The items are first evaluated for possible use in other departments or for possible trade in value to reduce the cost of a new replacement. Attached is the list of equipment that is no longer needed by the City and still holds some value at auction as compared to trade in value.

Public Works normally uses Purple Wave and Minnesota Surplus Services to facilitate the sale of most items.

Strategic Plan Relationship

This resolution aligns with the city's strategic plan goal of financial sustainability by surplusizing assets that still have market value in a timely and cost-effective manner.

Board/Commission Review

N/A

Financial Impact

The proceeds from the sale of the surplus items will be recorded in the funds that the items were originally purchased from. The total estimated market value on the low side of all items is \$196,600.00.

Public Outreach/Input

N/A

Staff Recommendation

By resolution declaring surplus property and authorizing the sale, donation, or disposal of unused assets.

Attachment List

1. 2025 Surplus List



City of Blaine

Signature Copy

Resolution: RES 25-68

Resolution Declaring Surplus Property And Authorizing Sale, Donation, or Disposal

WHEREAS, the City of Blaine has surplus assets: and

WHEREAS, sound budgeting principles promote the sale of assets in the most effective manner; and

WHEREAS, the City Council of the City of Blaine ("City Council") has the authority to authorize the sale, donation, or disposal of unused assets;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Blaine hereby declares the attached list as surplus property:

PASSED by the City Council of the City of Blaine this 21st day of April 2025.

2025 Surplus list and estimated values

1. #1206 2002 Landa pressure washer \$500-\$1,000
2. #2259 1998 Kromer ball field groomer \$1,000-\$1,500
3. #1152 1998 Ford single axle dump truck \$2500-\$5,000
4. #1226 2004 Sterling tandem axle dump truck \$6,000-\$10,000
5. #1207 2002 Trackless sidewalk machine \$5,000-\$6,000
6. #1248 2008 Ford F550 \$10,000-\$12,000
7. #1274 2015 Wacker mini loader \$4,000-\$6,000
8. #1276-1 2016 Diamond flail mower \$2,500-\$3,000
9. #4466 2006 Ford F350 \$2,000-\$2,500
10. #4472 2007 Ford F350 \$3,000-\$3,500
11. #2347 2008 Toro Z-Master mower \$1,000-\$2,000
12. #2327 2005 Toro Z-Master mower \$2,000-\$2,500
13. #5172 2007 Polaris Ranger \$2,500-\$3,000
14. #2359 2010 Lely fertilizer spreader \$1,000-\$1,500
15. #7,001, #7,002 Curtis air compressors \$1,000-\$2,000
16. #1212 Case 721C front end loader \$10,000-\$12,000
17. #4464 2006 Ford F350 \$500-\$800
18. #1245 2007 Ford F150 \$1,000-\$1,200
19. #4490 2013 dewatering pump \$1,000-\$1,500
20. #4475 2008 Felling trailer \$1,000-\$1,500
21. #3403 2002 Skyjack scissor lift \$3,000-\$3,500
22. #4492 2015 Ford F350 crane truck \$12,000-\$15,000
23. #4462 2004 Ford F350 \$500-\$800
24. #4460 2004 Ford F150 \$3,000-\$4,000
25. #5249 2015 Chevy Tahoe \$12,000-\$15,000
26. #1262 2011 International Street sweeper \$13,000-\$15,000
27. #4467 2007 John Deere tractor backhoe \$18,000-\$20,000
28. #3389 2005 Ford Ranger \$3,000-\$3,500
29. #1162 1998 Ford tandem axle dump truck \$2,000-\$3,000
30. #2348 2009 Toro 5910 mower \$1,500-\$2,000
31. #1135 1996 Leroi air compressor \$500-\$800
32. #2325 2004 Land Pride mower \$800-\$1,000
33. #2239 2007 Felling trailer \$1,000-\$1,500
34. #2254 1990 homemade trailer \$500-\$600
35. #4463 2005 Toro Z-Master mower \$1,000-\$1,200
36. #1200 2000 Sterling tandem axle dump truck \$7,000-\$10,000
37. #2308 2000 trailer \$1,000-\$1,500
38. #4458 2003 Ford F350 \$4,000-\$5,000
39. #4400 1999 Ford F450 dump truck \$6,000-\$7,000
40. #1222 2003 Ford F350 \$6,000-\$8,000
41. #5140 2005 Ford F150 \$2,500-\$3,000

42. #4431 2001 Ford E350 cargo van \$3,500-\$4,000
43. 2005 Hotsy pressure washer \$500-\$1,000
44. #2337 2006 John Deere lawn mower \$200-\$500
45. #5228 2014 Dodge Charger \$2,500-\$5,000
46. 2019 Bintelli E-Bike \$250-\$500
47. 2019 Bintelli E-Bike \$250-\$500
48. 2019 134a machine \$500-\$1,000
49. 2015 Ford F350 box \$400-\$500
50. 2003 Tennant sweeper \$200-\$300
51. Brine tank \$500-\$1,000
52. Monroe plow and wing \$1,500-\$2,000
53. Yale corded pendants \$50-\$100
54. Fuel dispensers \$200-\$500
55. Stihl chain saw \$100-\$200
56. #2306 1976 Zamboni \$1,500-\$2,000
57. 3 vertical water pumps \$500-\$1,000
58. 7 Blizzard snowplows \$1,000
59. 3 Boss snowplows \$1,000
60. Graco hose reels \$1,000
61. Toro baggers \$100-\$200
62. #1107 1998 trailer \$500-\$800
63. #2267 1987 trailer \$250-\$500
64. #5244 2015 Chevy Tahoe \$14,000-\$16,000
65. #1133 1969 brush trailer \$250-\$400
66. #2243 1986 homemade trailer \$250-\$400
67. #2254 1990 homemade trailer \$250-\$500
68. #2308 2000 Felling trailer \$1,500-\$2,000
69. Lawnmower lift \$200-\$300
70. #1144 1973 homemade trailer \$250-\$500
71. Pto driven fertilizer spreader \$250-\$300
72. 1999 John Deere three tiller \$500-\$750
73. Pallet 1 Bobcat water system \$300-\$400
74. Pallet 2 wing assembly for a Cat 140g grader \$500-\$1,000
75. Pallet 3 wing plow for a Cat 140g grader \$500-\$1,000
76. Pallet 4 side wing mount for a Case loader \$250-\$300
77. Pallet 5-5B front plow a-frame assemblies \$250-\$300
78. Pallet 6 Falls wing for a Cat 938 \$500-\$1,000
79. Pallet 7 Falls wing for a Cat 938 \$500-\$1,000
80. Pallet 8 Falls side wing mount \$300
81. Pallet 9 wing from Case loader \$300
82. Pallet 10 Falls side wing for a Cat 938 \$500-\$1,000
83. Pallet 11 wing and two hydraulic rams \$250
84. Pallet 12 snowplow mounts \$100
85. Pallet 13 steel Bobcat tracks \$300

- 86. Pallet 14 old style ford tailgate and bumper \$200
- 87. Pallet15 old style ford tailgate and bumper \$200
- 88. Pallet16 old tires off of 1276 \$1,000
- 89. Pallet 17-18 old ford tailgates \$300
- 90. Pallet 19-20 old ford tailgates \$300
- 91. #245 water tank and engine \$300



City of Blaine Staff Report

File Number: 2025-97

Agenda Date	Status
April 21, 2025	
In Control	File Type
City Council	Motion

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

Agenda Item # 7.5

Motion to Authorize Replacement of Public Works Unit #3431 Vehicle

Executive Summary

In 2023, a capital expenditure was approved for the Public Works Department to purchase and equip a Ford F150 (Unit #3431) for use by staff. The vehicle was purchased, equipped and put into service in early 2024. On March 5, 2025, the vehicle was struck by another vehicle, damaging the vehicle and rendering it a total loss. Staff is seeking authorization to replace the vehicle using insurance funds with an anticipated cost of less than \$57,000 including installation of safety-related equipment.

Background

The Ford F150 Unit #3431 vehicle sustained significant damage on March 5, 2025, after being struck by another vehicle, rendering the vehicle a total loss. Staff is seeking authorization to utilize insurance funds to purchase a replacement vehicle and transfer all the public works safety-related equipment from the damaged vehicle over to the new vehicle.

Strategic Plan Relationship

Having this vehicle in our Public Works fleet aligns with Strategic Goal 3: Infrastructure Management.

Board/Commission Review

None

Financial Impact

Funding for the following will be provided by the City's Self-Insurance Fund:

- Vehicle cost from the dealership: \$51,373.91 (with an extended warranty of 7 years/75k miles)

- Installation costs of salvaged safety equipment from damaged vehicle: \$5,000.00
- Total estimated cost of the replacement vehicle: \$57,000.00

Public Outreach/Input

None

Staff Recommendation

Authorize the utilization of insurance funds to replace the damaged vehicle.

Attachment List

None



City of Blaine Staff Report

File Number: 2025-98

Agenda Date	Status
April 21, 2025	
In Control	File Type
City Council	Motion

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

Agenda Item # 7.6

Motion to Authorize the Mayor and City Manager to Enter into a Contract with Bolton & Menk for Construction Services for Lift Station 13 Force Main Project - Phase 2, Improvement Project No. U2330 (23-30)

Executive Summary

Council is requested to approve a contract with Bolton & Menk, Inc. for construction services for the Lift Station 13 Force Main Project - Phase 2 project, Improvement Project No. U2330 (23-30) in the amount of \$348,974.

Background

On October 16, 2023 Council entered a contract with Bolton & Menk, Inc. for Engineering Design Services of Lift Station 13 Force Main - Phase 2 project with Motion 2023-493. On February 3, 2025 Council accepted a bid from Minger Construction Companies, Inc. for the Lift Station 13 Force Main - Phase 2 project, Improvement Project No. U2330 (23-30) with Resolution No. 25-31.

The Engineering Department recently requested and received a proposal for construction services for the Lift Station 13 Force Main - Phase 2 project from Bolton & Menk, Inc. in the amount of \$348,974. Bolton & Menk, Inc. is in the council-approved engineer consultant pool. Staff reviewed this proposal and determined the fees are justified and reasonable. City Council is also asked to approve a 10% contingency to bring the total project budget to \$383,871.

As previously stated in workshop, this is a complex, multi-year project determined to be a top priority from a risk management perspective. It is such a critical part of our sanitary sewer system infrastructure that Council approved the allocation of \$3 million from ARPA funds towards the project. Initially, the project was estimated to be \$6 million. An initial contract was issued to an engineering firm to design the project. As more was learned during this phase, the scope of the project grew. In addition, some of the costs were impacted due to inflationary impacts during the time between initial estimates, final design, and bidding.

When the construction project was bid, there were two bids received (\$5.2m and \$8.1m). Council awarded the contract to the low bidder at the February 3 meeting. With a 10% contingency added, the low bid resulted in a total that was over the current budget amounts of \$6,650,000 (\$650,000 reserves, \$3m ARPA, \$3m revenue bonds.) When the February 3 item was prepared, the previous year project revenue expenses were inadvertently missed and therefore, it appeared that the construction item was within budget. Council awarded the contract.

The February 19 agenda item was the final piece for the project, a \$348,974 contract for construction services. This is an important critical function in a large, complex capital improvement project. In preparing the item, it was discovered that the previous year's revenue and expenditure information had been missed in the February 3 item, resulting in the project being over budget. The award of the contract for construction services would result in an additional expenditure for the project, and accurate information was reported in that item.

When this was discovered, staff were instructed to look at other projects that could be delayed or changed in order to provide funding for the additional costs on Lift Station #13. Staff are prepared to make accommodations to allow this project to continue, as it continues to be the highest priority for the sanitary sewer system. The construction contingency amount is approximately \$500,000, which represents over 1/3 of the projected overage. If contingency funds in that amount are not needed, it will reduce the impact of the need to move other projects.

Strategic Plan Relationship

This project aligns with the City's strategic plan goal of well-maintained infrastructure by providing high quality sewer services. This action relates directly to the City of Blaine Strategic Plan Item No. 6 - Well Maintained Infrastructure and Desired Outcome - Reliable Utility Systems. This work will improve the conditions of Lift Station 13 facilities to meet system demands and maintain the quality of the City's infrastructure.

Board/Commission Review

Not required.

Financial Impact

The project was included in both the 2021-2025 and 2023-2027 Capital Improvement Programs, with appropriations of \$650,000 in 2021 and \$6,000,000 in 2023. The funding provided for in 2021 was to be from Sewer reserves and the 2023 funding was split evenly with \$3,000,000 each from the American Rescue Plan Act (ARPA) as approved on [December 5, 2022](#) and series 2023A bonds which were sold on [December 4, 2023](#).

Initial spending for this project was approved on [February 1, 2021](#) for professional engineering services. Since 2021, additional design and preliminary engineering services have been procured and on February 3, 2025 the City Council approved a bid from Minger Construction to replace 2,700 feet of

force main and the existing lift station.

With the project exceeding budget and the construction timeline extending into 2026, additional funds will be requested as part of the 2026-2030 CIP, likely as part of the annual bonding process, if another funding source can not be identified.

Sanitary Sewer Fund	Budget
Lift Station #13 Project Budget Appropriations (2021 and 2023)	\$6,675,000.00
Expenses to Date	(\$2,186,957.33)
Minger Construction Contract	(\$5,472,490.38)
Bolton & Menk Design Services Contract (proposed)	(\$348,974.00)
Budget under/(over)	(\$1,333,421.71)

Public Outreach/Input

Not required.

Staff Recommendation

By motion, authorize the Mayor and City Manager to enter into a contract with Bolton & Menk, Inc. in the amount of \$348,974 for construction services for the Lift Station 13 Force Main - Phase 2 project, Improvement Project No. U2330 (23-30). In addition, authorize a 10% contingency to bring the total project budget to \$383,871 and authorize the Director of Engineering to sign all change orders up to the authorized project budget amount.

Attachment List

1. 23-30 BMI Construction Services Proposal



Real People. Real Solutions.

3507 High Point Drive North
Bldg. 1 Suite E130
Oakdale, MN 55128

Ph: (651) 704-9970
Bolton-Menk.com

February 7, 2025

Cody Sylvester, P.E.
Project Engineer
City of Blaine
10801 Town Square Drive NE
Blaine, MN 55449

RE: Proposal for **Construction Services** for Lift Station 13 Force Main Project – Phase 2
City of Blaine, MN

Mr. Sylvester:

The following project scope and proposed fees have been prepared as requested to complete the construction services for the referenced project:

Project Scope

Task 4 – Construction Staking

Complete all construction staking for the project.

Task 5 – Construction Observation and Administration

Perform full time on-site construction observation during the project. Services to be provided include:

- Ensure compliance with project drawings, specifications, and expectations
- Review shop drawings, submittals, and requests for information
- Coordinate and document construction materials testing
 - Construction materials testing services are not included in this proposal
- Document project quantities and review Contractor's pay requests
- Prepare field orders and change orders if necessary
- Prepare weekly inspection reports
- Coordinate and attend construction meetings
- Monitor and maintain all required documentation
- Provide quality assurance inspection for SWPPP
- Ongoing communication and coordination with City staff, residents, and affected businesses
- Punchlist preparation and follow up
- Obtain as-built information as appropriate and prepare record drawings.

Proposed Fee

The following table summarizes our fees for each task. An itemized breakdown of our engineering fees is shown in the attached Fee Schedule.

Estimated Fees		
Task	Description	Amount
4	Construction Staking	\$36,108
5	Construction Observation/Admin	\$312,866
	Total Estimated Fee	\$348,974

Tasks 4 and 5 are estimated amounts based on typical construction timelines and anticipated services. Actual costs and time spent shall be invoiced hourly.

Note: Task 1 – Preliminary Survey Services, Task 2 – System Analysis, and Task 3 – Final Design Services were included in a previous proposal.

Proposed Project Schedule

Construction would commence during the summer of 2025 and be completed in the summer of 2026 as shown in the following schedule:

Project Schedule	
Bid Opening (complete)	January 28, 2025
Council Awards Contract (complete)	February 3, 2025
Construct Improvements (anticipated)	May 2025 - July 2026

Acceptance

Please indicate your acceptance of this proposal by signing on the signature block below and returning a copy to us.

We appreciate the opportunity and look forward to working with you on this project. If you have any questions regarding this proposal, please contact me at 651-728-3172.

Bolton & Menk, Inc.



Michael Warner, P.E.
Principal Engineer

Attachments:
Fee Schedule

City of Blaine

By: _____

Printed Name: Tim Sanders

Title: Mayor

Date: _____

By: _____

Printed Name: Michelle Wolfe

Title: City Manager

Date: _____

Fee Schedule: Lift Station 13 Force Main Project - Phase 2 (Construction Services)

Task No.	Work Task Description	Principal Engineer / Project Manager	Project Engineer / Construction Manager	Design Engineer / Construction Observer	Environmental Project Manager	Environmental Project Engineer	Water/Wastewater Technician	Senior Structural Engineer	Structural Design Engineer	Coatings Specialist	Stormwater Project Manager	Natural Resources Specialist	Survey Technician	Survey Manager	Surveyor	Office Administrator	Total Hours	Total Cost
Task 4 - Construction Staking																		
4.1	Control														20		20	\$3,900
4.2	Prepare stake out data / files		8										36				44	\$6,416
4.3	Staking														100		100	\$19,500
4.4	Project management / coordination	4	8											20			32	\$6,292
	Sub-Total Task 1																	\$36,108
Task 5 - Construction Observation and Administration																		
5.1	Construction Observation		240	860	60	50		80	130	12							1432	\$234,680
5.2	Construction Administration	24		80	50	50	4	40	40	2	16	8				28	342	\$60,756
5.3	As-Builts		1	20	2	6	20								4		53	\$9,430
5.4	Electrical Subconsultant (Design Tree)																	\$8,000
	Sub-Total Task 3																	\$312,866
	Total Hours	28	257	960	112	106	24	120	170	14	16	8	36	20	124	28	2023	
	Hourly Rate	\$204.00	\$172.00	\$152.00	\$204.00	\$165.00	\$202.00	\$261.00	\$145.00	\$205.00	\$190.00	\$160.00	\$140.00	\$205.00	\$195.00	\$124.00		
	Total Cost	\$5,712	\$44,204	\$145,920	\$22,848	\$17,490	\$4,848	\$31,320	\$24,650	\$2,870	\$3,040	\$1,280	\$5,040	\$4,100	\$24,180	\$3,472		\$348,974



City of Blaine Staff Report

File Number: RES 25-53

Agenda Date	Status
April 21, 2025	
In Control	File Type
City Council	Resolution

Development Business - Sheila Sellman, Assistant Community Development Director

Agenda Item # 9.1

Resolution Granting Preliminary Plat Approval to Create Two Outlots and Right-of-Way Dedication for the Zest Street Extension on the Southwest Corner of Lexington Avenue and 125th Avenue NE. Lexington Crossing (Case File No. 25-0010/SAS)

Executive Summary

The applicant is requesting to plat two outlots and right-of-way dedication for the Zest Street extension on the southwest corner of Lexington Avenue and 125th Avenue NE. No development is proposed at this time.

Background

Planning Commission Public Hearing	04/08/25
City Council (Preliminary Plat)	04/21/25
City Council (Final Plat)	TBD
Action Deadline	N/A

Staff report prepared by Sheila Sellman, Assistant Community Development Director, and Teresa Barnes, Project Engineer

Preliminary Plat Standards of Review

1. The planning commission and the council, in their review of the preliminary plat, will consider the requirements of the community, the best use of the land being subdivided, the size and arrangement of the proposed lots, open space requirements, and necessary fire protection.
2. The subdivision shall conform to the adopted comprehensive plan, official maps, and the zoning ordinance.
3. The arrangement, character, extent, width and location of all streets shall be considered in their relation to existing and planned streets, to reasonable circulation of traffic, to topographic

conditions, to water supply, and sewage disposal, to drainage of stormwater, to public convenience and safety, and in their appropriate relation to the proposed use of the land to be served by such streets. Wherever possible and necessary, the arrangement of streets in new subdivisions shall provide for the continuation of existing streets in adjoining areas. Where adjoining unsubdivided areas may be subdivided, the arrangement of streets in a new subdivision shall make provision for the proper projection of streets into adjoining areas by carrying the new streets to the boundaries of the new subdivision at appropriate locations.

Evaluation of Request

Planning Analysis

Zoning

The subject site is zoned Town Commercial (B-5).

Land Use Designation

The land use designation is Planned Commercial (PC).

Surrounding Zoning and Land Uses

The property to the west is zoned Farm Residential (FR) with Planned Industrial/Planned Commercial (PI/PC) and Low-Density Residential (LDR) land use designations. The property to the north (across 125th Avenue) is zoned FR with a Medium Density Residential/Community Commercial (MDR/CC) land use. Across Lexington Avenue to the east, properties are zoned Planned Business District (PBD) with a land use designation of Planned Commercial (PC). Property to the south is zoned PBD with a PC land use designation.

Existing Conditions

The site is currently two vacant lots with some trees and wetlands present.

History

This same preliminary plat was approved in 2022, titled Kempf Properties. City code requires final plat approval within one year of approving the preliminary plat, and allows for one extension. The extension was given and has since expired, therefore a new preliminary subdivision is required.

Plat

Development is not proposed at this time. The plat creates two outlots and right-of-way dedication for the extension of Zest Street. The subdivision is necessary in order for the City and commercial developer to purchase the respective outlots. Once development is proposed, the outlots will need to be final platted into lots. As proposed, Outlot A is 8.83 acres and Outlot B is 25.83 acres. The B-5 district does not have lot size minimums.

Setbacks

No development is proposed, therefore there are no setbacks to review. This will be evaluated when there is development.

Landscaping

No development is proposed, therefore there is no landscaping to review. This will be evaluated when there is development.

Tree Preservation

No development is proposed, therefore there is no tree preservation to review. This will be evaluated when there is development.

Park Dedication

The proposed plat is creating two outlots. Park dedication will become due when the lots are final platted into lot and block.

Engineering Analysis

Grading/Storm Drainage

No development is proposed, therefore there is no grading/storm drainage to review. This will be evaluated when there is development.

Utilities

No development is proposed, therefore there are no utilities to review. This will be evaluated when there is development.

Wetlands/Watershed

No development is proposed, therefore there is no wetlands/watershed to review. This will be evaluated when there is development.

Access/Street Design/Sidewalks

No development is proposed, therefore there is no access or sidewalks to review. This will be evaluated when there is development. The proposed plat dedicates the necessary Zest Street right-of-way and allows for the standard state-aid street section to be constructed once development is proposed.

Easements/Right-of-Way/Permits

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

Standard drainage and utility easements shall be dedicated along all lot lines and over areas of delineated wetlands, wetland mitigation, infiltration trenches, drainage swales, and storm water management ponds.

The developer will need to modify the plat to provide additional right-of-way and restricted access on 125th Avenue (CSAH 14) and Lexington Avenue (CSAH 17), per the County's plat review letter dated November 2, 2022, adjust dedicated Zest Street right-of-way for it to meet state aid standards for a 30 mph roadway, and coordinates with the proposed street extension to the south.

Strategic Plan Relationship

The proposal is part of the Growth Management strategic priority. This area has been identified by City Council as a priority area and in 2021 a new zoning district was created for this area to help facilitate development.

Board/Commission Review

The Planning Commission voted unanimously to recommend approval. The name of the plat has been modified since the Planning Commission review. It has been modified from Kempf Properties to Lexington Crossing. The plat is exactly the same, just a name modification. No one attended the public hearing. The meeting minutes are attached for reference.

Financial Impact

Not applicable.

Public Outreach/Input

Notices of a public hearing were:

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

Staff Recommendation

By motion, adopt the resolution.

Attachment List

1. Attachments
2. Unapproved PC Minutes 040825



City of Blaine

Signature Copy

Resolution: RES 25-53

Resolution Granting Preliminary Plat Approval to Create Two Outlots and Right-of-Way Dedication for the Zest Street Extension on the Southwest Corner of Lexington Avenue and 125th Avenue NE. Lexington Crossing (Case File No. 25-0010/SAS)

WHEREAS, an application has been filed for Case File No. 25-0010 for a preliminary plat known as Lexington Crossing; and

WHEREAS, said case involves the division of land described as follows:

That part of the North Half of the Northeast Quarter of Section 11, Township 31, Range 23, lying East of the West 1170 feet of said North Half of the Northeast Quarter and North of the South 123.38 feet of said North Half of the Northeast Quarter, EXCEPT Parcel 49, Anoka County Highway Right of Way Plat No. 61.

WHEREAS, The Blaine Planning Commission held a public hearing on said case on April 8, 2025 and recommend approval; and

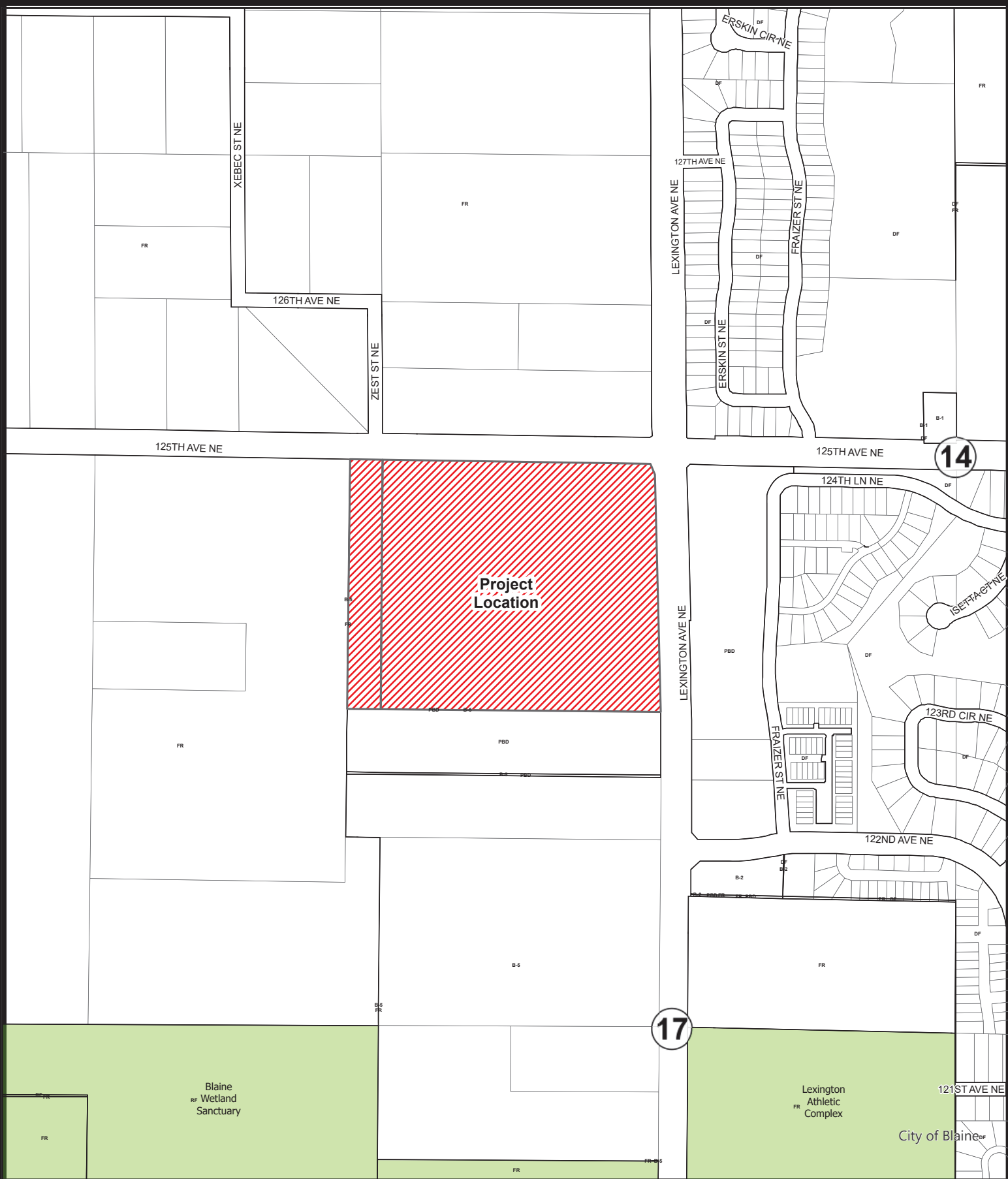
WHEREAS, the Blaine City Council has reviewed said case file on April 21, 2025; and

WHEREAS, the preliminary plat meets the general requirements of section 75-32 of the Blaine Zoning Code.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Blaine that preliminary plat approval per Section 75-32 of the subdivision regulations is hereby granted for Lexington Crossing, permitting preparation of a final plat for approval per Section 75-33 subject to the listed conditions.

1. The developer shall amend the plat to address the Anoka County plat review comments.
2. The developer has the responsibility to address all comments provided in the Anoka County plat review letter for all development improvements including the future street connection associated with this development.
3. All development signage by separate review.
4. Within 180 days of approval, subdivider shall submit the final plat for review.

PASSED by City Council of the City of Blaine this 21st day of April, 2025.



BlaineMN.gov

Case File No. 25-0010 Lexington Crossing

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





City of Blaine

Planning Commission

April 8, 2025 | 7:00 PM
Blaine City Hall
10801 Town Square Drive NE
Blaine, MN 55449

MINUTES

1. Call to Order

The Blaine planning commission met in the City Hall Chambers on Tuesday, April 8, 2025. Chair Goracke called the meeting to order at 7:00PM.

4. Roll Call

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

Members Absent: Commission Member Olson.

Staff Present: Shawn Kaye, Planner
Elizabeth Showalter, Community Development Specialist
Alex Koberoski, Zoning Technician
Sheila Sellman, Assistant Community Development Director
Teresa Barnes, Project Engineer

6. Public Hearing

- 6.4.** 2025-165 Case File No.25-0010 // City of Blaine // Southwest Corner of Lexington Avenue and 125th Avenue NE.
The City is requesting preliminary plat approval to create two outlots and right-of-way dedication for the Zest Street extension.
Sponsors: Sheila Sellman, Assistant Community Development Director

The report to the planning commission was presented by Sheila Sellman, Assistant Community Development Director. The public hearing for Case File 25-0010 was opened at 8:12PM. As no one wished to appear, the public hearing was closed at 8:12PM.

Commissioner Halpern expressed concern with the amount of traffic moving in this area, especially at the Zest Street Lexington Avenue intersections.

Project Engineer Barnes reported the proposed intersection at 125th and Zest was slated to get a stop light. She noted this was part of Anoka County's plans. She commented the intersection at 122nd and Lexington Avenue received a stop light last year. She further discussed how Zest Street would run through the project and across the city owned parcel in order to connect to future Lakes Parkway.

Chair Goracke inquired if this was the exact preliminary plat that had already been approved.

Assistant Community Development Director Sellman reported this was the case.

Motion by Commissioner Swanson to recommend approval of Planning Case 25-0010 based on the following conditions:

Case 25-0010:

- 1. The developer will need to modify the plat to provide additional right-of-way and restricted access on 125th Avenue (CSAH 14) and Lexington Avenue (CSAH 17) per the County's plat review letter dated November 2, 2022.**
- 2. Adjust the Zest Street right-of-way to allow for a design that meets state aid standards for a 30 mph roadway, and coordinates with the proposed street extension to the south.**
- 3. All development signage by separate review.**
- 4. Final plat is required within one year of approval.**

Motion seconded by Commissioner Geiselhart. The motion passed 6-0.

Chair Goracke noted this would be on the agenda of the April 21, 2025 city council meeting.



City of Blaine Staff Report

File Number: RES 25-52

Agenda Date	Status
April 21, 2025	
In Control	File Type
City Council	Resolution

Administration - Daniel Schluender, Director of Engineering

Agenda Item # 10.1

Resolution Accepting a Bid from Sir Lines-A-Lot, LLC in the Amount of \$106,644 for the 2025 Pavement Markings Project, Improvement Project No. 25-03

Executive Summary

Accept a Bid for the 2025 Pavement Markings Project on various streets, Improvement Project No. 25-03 and award a contract in the amount of \$106,644 to Sir Lines-A-Lot, LLC. This is an annual project that the city contracts to keep the pavement markings in a highly visible condition to meet the current reflectivity standards.

Background

Bids were received electronically at 2:00PM, April 10, 2025, for Project No. 25-03. A total of 2 bids were received, ranging from \$106,644.00 to \$110,653.80. The 2 bidders and engineer's estimate are as follows:

Engineer's Estimate	\$109,669.15
Sir Lines-A-Lot, LLC	\$106,644.00
Warning Lites	\$110,653.80

Bids have been checked and tabulated, and it has been determined that Sir Lines-A-Lot, LLC of Edina, Minnesota is the lowest bidder. The Engineering Department has worked with Sir Lines-A-Lot, LLC on previous contracts. Staff recommends that the low bid be accepted, and a contract entered into with Sir Lines-A-Lot, LLC.

City Council is also asked to approve a 5% contingency to bring the total project budget to \$111,976.20. The funding source for this project is listed in the street maintenance portion of the General Fund and there was \$100,000 identified in the 2025 budget. An amendment will need to

happen in this portion of the street maintenance that will shift \$12,000 from contractual to the striping line item. There are funds available for this transfer.

Strategic Plan Relationship

This project aligns with the City's strategic plan goal of infrastructure management by providing high-quality street surfaces.

Board/Commission Review

N/A

Financial Impact

The 2025 street maintenance budget within the General Fund includes an appropriation of \$100,000 for this activity. An amendment to the budget to account for the base bid and the 5% contingency will amount to \$12,000. It is proposed to adjust the street maintenance other contractual budget to account for this amendment.

Public Outreach/Input

N/A

Staff Recommendation

By motion, adopt the resolution.

Attachment List

1. 25-03 Bid Tab



City of Blaine

Signature Copy

Resolution: RES 25-52

Resolution Accepting a Bid from Sir Lines-A-Lot, LLC in the Amount of \$106,644 for the 2025 Pavement Markings Project, Improvement Project No. 25-03

WHEREAS, pursuant to advertisement for bids for Improvement Project No. 25-03, said bids were received on April 10, 2025, electronically opened and tabulated according to law, and the following 2 bids were received complying with the advertisement:

Sir Lines-A-Lot, LLC.	\$106,644.00
Warning Lites	\$110,653.80

AND WHEREAS, Sir Lines-A-Lot, LLC. of Edina, Minnesota is the lowest responsible bidder.

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

1. The Mayor and City Manager are hereby authorized and directed to enter into a contract with Sir Lines-A-Lot, LLC. for the designated improvements in the amount of \$106,644.00.
2. A 5% contingency is hereby approved to bring the total project budget to \$111,976.20 and the Director of Engineering is hereby authorized to sign all change orders up to the authorized project budget amount.
3. Authorize a street maintenance amendment to transfer \$12,000 from the other contractual to the striping.
4. The City Clerk is hereby authorized and directed to return forthwith to all bidders the bid bonds submitted with their bids, except the two lowest bidders. When a contract is duly executed, the bid bond of the remaining unsuccessful bidder will be returned. The bid bond of the successful bidder will be retained until the performance and payment bonds have been executed and approved, after which the bid bond will be returned.

PASSED by the City Council of the City of Blaine this 21st day of April, 2025.

2025 Blaine Pavement Markings (#9598326) I/P 25-03 (T2503)**Owner: City of Blaine****Solicitor: Blaine MN, City of - Engineering Department****04/10/2025 02:00 PM CDT**

Line Item	Item Code	Item Description	UofM	Quantity	Sir Lines-A-Lot		Warning Lites	
					Unit Price	Extension	Unit Price	Extension
1	2102.518	PAVEMENT MARKING REMOVAL	SF	416	\$3.90	\$1,622.40	\$2.00	\$832.00
2	2582.503	4" YELLOW SKIP 10/40 CYCLE	LF	19855	\$0.10	\$1,985.50	\$0.09	\$1,786.95
3	2582.503	4" YELLOW SOLID	LF	42584	\$0.10	\$4,258.40	\$0.09	\$3,832.56
4	2582.503	4" DOUBLE YELLOW	LF	94052	\$0.20	\$18,810.40	\$0.18	\$16,929.36
5	2582.503	4" WHITE SKIP 10/40 CYCLE	LF	11650	\$0.10	\$1,165.00	\$0.09	\$1,048.50
6	2582.503	4" WHITE SOLID	LF	224997	\$0.10	\$22,499.70	\$0.09	\$20,249.73
7	2582.503	8" WHITE SKIP	LF	718	\$0.50	\$359.00	\$0.18	\$129.24
8	2582.518	3' X 6' WHITE SOLID CROSSWALK	SF	22292	\$1.15	\$25,635.80	\$2.08	\$46,367.36
9	2582.503	4" SOLID WHITE CROSSWALK	LF	248	\$1.60	\$396.80	\$0.70	\$173.60
10	2582.502	PAVEMENT MESSAGE RIGHT ARROW	EA	98	\$28.00	\$2,744.00	\$20.00	\$1,960.00
11	2582.502	PAVEMENT MESSAGE LEFT ARROW	EA	254	\$28.00	\$7,112.00	\$20.00	\$5,080.00
12	2582.502	PAVEMENT MESSAGE THRU ARROW	EA	10	\$28.00	\$280.00	\$20.00	\$200.00
13	2582.502	PAVEMENT MESSAGE LEFT THRU ARROW	EA	14	\$40.00	\$560.00	\$28.00	\$392.00
14	2582.502	PAVEMENT MESSAGE RIGHT THRU ARROW	EA	21	\$40.00	\$840.00	\$28.00	\$588.00
15	2582.502	PAVEMENT MESSAGE ROUND ABOUT ARROW	EA	11	\$80.00	\$880.00	\$50.00	\$550.00
16	2582.502	PAVEMENT MESSAGE "SCHOOL XING"	EA	14	\$95.00	\$1,330.00	\$100.00	\$1,400.00
17	2582.502	PAVEMENT MESSAGE "STOP AHEAD"	EA	2	\$105.00	\$210.00	\$100.00	\$200.00
18	2582.502	PAVEMENT MEASAGE "BIKE LANE WITH ARROW"	EA	67	\$127.00	\$8,509.00	\$50.00	\$3,350.00
19	2582.503	24" STOP BAR	LF	857	\$2.00	\$1,714.00	\$1.50	\$1,285.50
20	2582.503	24" YELLOW MEDIAN	LF	2866	\$2.00	\$5,732.00	\$1.50	\$4,299.00
Base Bid Total:					\$106,644.00		\$110,653.80	



City of Blaine Staff Report

File Number: RES 25-57

Agenda Date	Status
April 21, 2025	
In Control	File Type
City Council	Resolution

Administration - Daniel Schluender, Director of Engineering

Agenda Item # 10.2

Resolution Accepting a Bid from Douglas-Kerr Underground, LLC in the Amount of \$2,994,658.32 for the 2025 Southwest Area Street Reconstruction, Improvement Project No. 25-06.

Executive Summary

The City Council approved plans and specifications and ordered advertisement for bids for the 2025 Southwest Area Street Reconstructions project on March 3, 2025 with Resolution 25-42. The project will reconstruct the following streets:

- 87th Lane from west cul-de-sac to Able Street
- 88th Avenue from Jefferson Street to Jackson Street
- 88 ½ Avenue from Van Buren Street to Able Street
- Jefferson Street from south cul-de-sac to 89th Avenue
- Madison Street from 88th Avenue to 89th Avenue
- Monroe Street from 88th Avenue to 89th Avenue
- Quincy Street from 88th Avenue to 89th Avenue
- Jackson Street from 87th Lane to 89th Avenue
- Van Buren Street from County Highway 10 Frontage Road to 88 ½ Avenue

Background

Bids were received electronically at 10:00 AM, April 15, 2025, for Project No. 25-06. A total of 7 bids were received ranging from \$2,994,658.32 to \$3,717,028.19. The 3 lowest bidders and Engineer's estimate are as follows:

Engineer's Estimate	\$3,650,500.00
Douglas-Kerr Underground, LLC	\$2,994,658.32
Valley Paving, Inc.	\$3,106,903.56
Park Construction Company	\$3,172,523.90

Bids have been checked and tabulated, and it has been determined that Douglas-Kerr Underground, LLC of Mora, Minnesota is the lowest bidder. The Engineering Department has worked with Douglas-Kerr Underground, LLC on previous contracts and recommends that the low bid be accepted, and a contract entered into with Douglas-Kerr Underground, LLC. City Council is also asked to approve a 10% contingency to bring the total project budget to \$3,294,124.15. The funding sources for this project are the Pavement Management Funds, Public Utility Funds and Special Assessments and there are sufficient funds budgeted to cover these costs.

Strategic Plan Relationship

This project aligns with the City’s strategic plan goal of well-maintained infrastructure by providing high-quality street surfaces.

Board/Commission Review

N/A

Financial Impact

The project will be funded by a combination of assessments and bond proceeds placed in the City's Pavement Management Program Fund and Public Utility Funds. The 2024 adopted project budget included \$391,000 for consulting. The 2025 adopted project budget in the 2025-2029 Capital Improvement Plan is \$3,650,500 and includes consulting, construction, and contingencies, bringing the total budget to \$4,041,500. To date, \$98,710 has been encumbered.

Funding Source	2024 Adopted Budget	2025 Adopted Budget
PMP Funds	\$391,000	\$2,471,000
Special Assessments	-	\$729,500
Water Utility Funds	-	\$390,000
Sewer Utility Funds	-	\$60,000
TOTAL	\$391,000	\$3,650,500

Public Outreach/Input

The project is being conducted pursuant to MN Statutes, Chapter 429 and is compliant with all public notification requirements thereof.

Staff Recommendation

By motion, adopt the resolution.

Attachment List

1. 25-06 Project Area Map

2. Bid Tab 25-06



City of Blaine

Signature Copy

Resolution: RES 25-57

Resolution Accepting a Bid from Douglas-Kerr Underground, LLC in the Amount of \$2,994,658.32 for the 2025 Southwest Area Street Reconstruction, Improvement Project No. 25-06.

WHEREAS, pursuant to advertisement for bids for Improvement Project No. 25-06, said bids were received on April 15, 2025, electronically opened and tabulated according to law, and the following 3 bids were received complying with the advertisement:

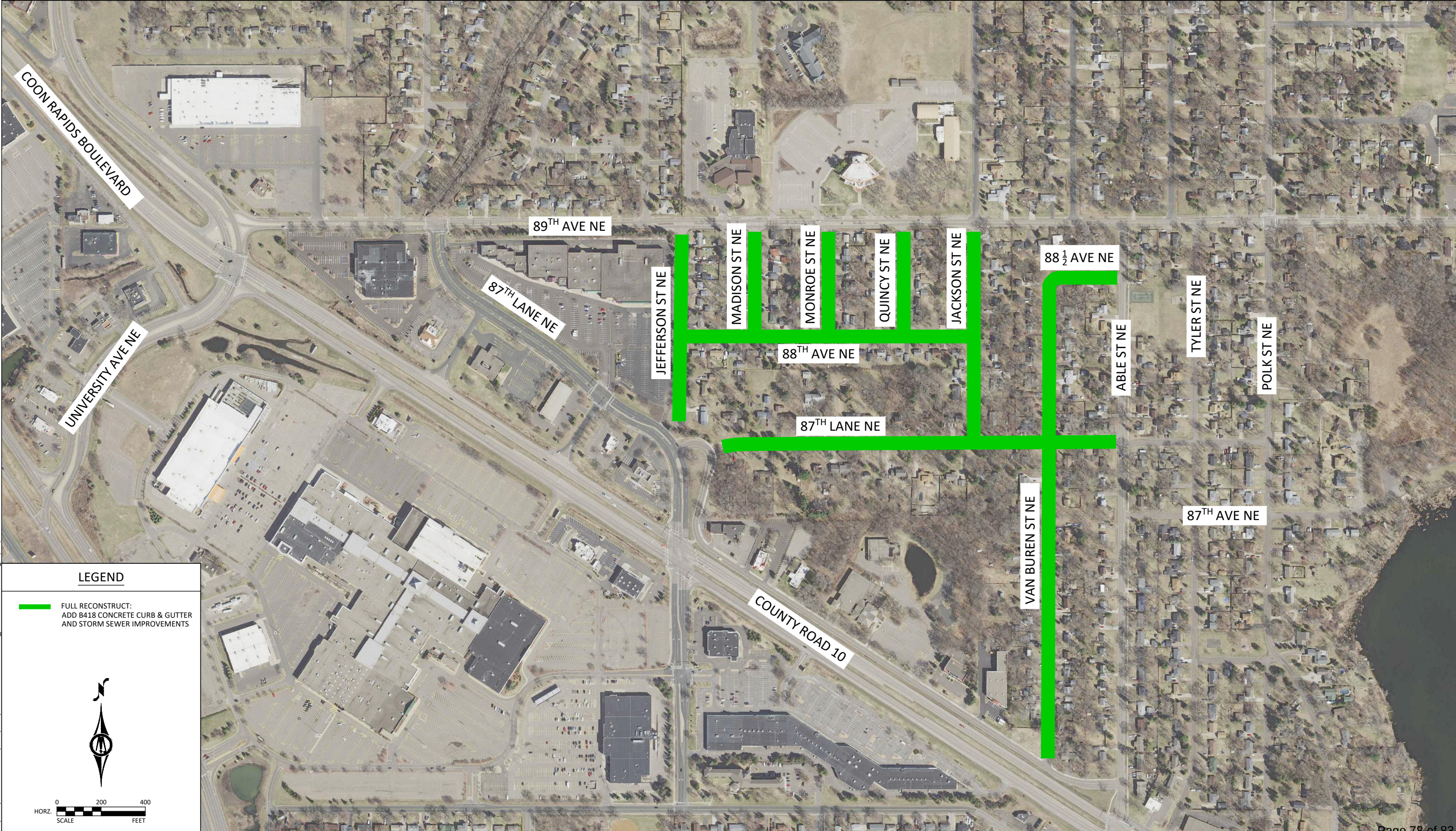
Douglas-Kerr Underground, LLC	\$2,994,658.32
Valley Paving, Inc.	\$3,106,903.56
Park Construction Company	\$3,172,523.90

AND WHEREAS, Douglas-Kerr Underground, LLC of Mora, Minnesota is the lowest responsible bidder.

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

1. The Mayor and City Manager are hereby authorized and directed to enter into a contract with Douglas-Kerr Underground, LLC for the designated improvements in the amount of \$2,994,658.32.
2. A 10% contingency is hereby approved to bring the total project budget to \$3,294,124.15 and the City Manager or the Director of Engineering is hereby authorized to sign all change orders up to the authorized project budget amount.
3. The City Clerk is hereby authorized and directed to return forthwith to all bidders the bid bonds submitted with their bids, except the two lowest bidders. When a contract is duly executed, the bid bond of the remaining unsuccessful bidder will be returned. The bid bond of the successful bidder will be retained until the performance and payment bonds have been executed and approved, after which the bid bond will be returned.

PASSED by the City Council of the City of Blaine this 21st day of April, 2025.



H:\BLA\24\135124000\CAD\C3D\FGR-135124-FIGURE 1_LOCATION MAP.dwg 7/31/2024 10:05:05 AM

2025 Southwest Area Street Reconstruction (#9583181)

Owner: City of Blaine

Solicitor: Bolton & Menk, Inc.

04/15/2025 10:00 AM CDT

Line Item	Item Description	UofM	Quantity	Douglas-Kerr Underground, L.L.C		Valley Paving, Inc		Park Construction Company		Dresel Contracting Inc.		New Look Contracting, Inc.		Northwest		C. S. McCrossan Construction, Inc.	
				Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	REMOVE EXISTING SANITARY SERVICE	LF	120	\$31.95	\$3,834.00	\$71.75	\$8,610.00	\$51.00	\$6,120.00	\$20.40	\$2,448.00	\$65.00	\$7,800.00	\$36.00	\$4,320.00	\$32.90	\$3,948.00
2	FURNISH SANITARY MANHOLE CASTING	EA	26	\$456.30	\$11,863.80	\$618.00	\$16,068.00	\$542.00	\$14,092.00	\$746.09	\$19,398.34	\$515.00	\$13,390.00	\$785.00	\$20,410.00	\$1,370.00	\$35,620.00
3	ADJUST SANITARY MANHOLE CASTING, INCL NEW CONCRETE ADJUSTING RINGS	EA	26	\$1,378.00	\$35,828.00	\$874.00	\$22,724.00	\$1,140.00	\$29,640.00	\$746.09	\$19,398.34	\$875.00	\$22,750.00	\$645.00	\$16,770.00	\$862.00	\$22,412.00
4	27" DIA CONCRETE RISER SECTION	LF	1	\$335.35	\$335.35	\$1,879.50	\$1,879.50	\$562.00	\$562.00	\$450.85	\$450.85	\$650.00	\$650.00	\$481.50	\$481.50	\$180.00	\$180.00
5	PATCH LIFT HOLES	EA	2	\$306.00	\$612.00	\$235.50	\$471.00	\$155.00	\$310.00	\$153.00	\$306.00	\$750.00	\$1,500.00	\$160.50	\$321.00	\$133.00	\$266.00
6	REMOVE HYDRANT	EA	9	\$1,151.00	\$10,359.00	\$1,068.00	\$9,612.00	\$413.00	\$3,717.00	\$1,020.39	\$9,183.51	\$985.00	\$8,865.00	\$521.50	\$4,693.50	\$1,670.00	\$15,030.00
7	REMOVE VALVE AND BOX	EA	21	\$629.00	\$13,209.00	\$641.00	\$13,461.00	\$258.00	\$5,418.00	\$971.43	\$20,400.03	\$500.00	\$10,500.00	\$1,075.00	\$22,575.00	\$406.00	\$8,526.00
8	REMOVE WATER MAIN	LF	240	\$0.01	\$2.40	\$74.50	\$17,880.00	\$5.10	\$1,224.00	\$25.50	\$6,120.00	\$25.00	\$6,000.00	\$36.50	\$8,760.00	\$15.50	\$3,720.00
9	CONNECT TO EXISTING FITTING	EA	5	\$852.95	\$4,264.75	\$579.00	\$2,895.00	\$1,610.00	\$8,050.00	\$497.34	\$2,486.70	\$1,125.00	\$5,625.00	\$1,450.00	\$7,250.00	\$909.00	\$4,545.00
10	CONNECT TO EXISTING WATER MAIN	EA	25	\$721.00	\$18,025.00	\$1,495.00	\$37,375.00	\$2,740.00	\$68,500.00	\$1,031.54	\$25,788.50	\$1,635.00	\$40,875.00	\$1,970.00	\$49,250.00	\$909.00	\$22,725.00
11	6" DIP WATER MAIN, CLASS 52	LF	200	\$78.35	\$15,670.00	\$116.75	\$23,350.00	\$51.00	\$10,200.00	\$72.43	\$14,486.00	\$120.00	\$24,000.00	\$71.00	\$14,200.00	\$74.60	\$14,920.00
12	10" DIP WATER MAIN, CLASS 52	LF	50	\$97.25	\$4,862.50	\$121.50	\$6,075.00	\$96.90	\$4,845.00	\$142.88	\$7,144.00	\$170.00	\$8,500.00	\$111.60	\$5,580.00	\$120.00	\$6,000.00
12	INSULATION, 4" THICK	SF	352	\$4.50	\$1,584.00	\$20.00	\$7,040.00	\$7.65	\$2,692.80	\$9.91	\$3,488.32	\$6.00	\$2,112.00	\$8.20	\$2,886.40	\$8.00	\$2,816.00
14	6" GATE VALVE & BOX	EA	20	\$2,846.00	\$56,920.00	\$3,163.15	\$63,263.00	\$3,000.00	\$60,000.00	\$3,346.76	\$66,935.20	\$4,000.00	\$80,000.00	\$3,478.50	\$69,570.00	\$3,090.00	\$61,800.00
15	10" GATE VALVE & BOX	EA	2	\$5,665.00	\$11,330.00	\$7,432.00	\$14,864.00	\$7,300.00	\$14,600.00	\$6,655.68	\$13,311.36	\$7,750.00	\$15,500.00	\$5,800.00	\$11,600.00	\$5,230.00	\$10,460.00
16	HYDRANT	EA	9	\$7,180.00	\$64,620.00	\$8,756.00	\$78,804.00	\$9,290.00	\$83,610.00	\$7,821.88	\$70,396.92	\$11,000.00	\$99,000.00	\$8,700.00	\$78,300.00	\$9,590.00	\$86,310.00
17	DIP FITTINGS	LB	1000	\$11.10	\$11,100.00	\$18.22	\$18,220.00	\$0.01	\$10.00	\$14.60	\$14,600.00	\$16.00	\$16,000.00	\$24.00	\$		

60	SALVAGE MAILBOX SUPPORT	EA	142	\$60.00	\$8,520.00	\$78.00	\$11,076.00	\$61.20	\$8,690.40	\$63.00	\$8,946.00	\$65.00	\$9,230.00	\$65.00	\$9,230.00	\$68.50	\$9,727.00
61	NEW MAILBOX SUPPORT	EA	48	\$200.00	\$9,600.00	\$78.00	\$3,744.00	\$204.00	\$9,792.00	\$210.00	\$10,080.00	\$215.00	\$10,320.00	\$225.00	\$10,800.00	\$228.00	\$10,944.00
62	INSTALL MAILBOX SUPPORT	EA	94	\$95.00	\$8,930.00	\$78.00	\$7,332.00	\$96.90	\$9,108.60	\$99.75	\$9,376.50	\$105.00	\$9,870.00	\$100.00	\$9,400.00	\$108.00	\$10,152.00
63	REMOVE SIGN AND POST	EA	9	\$40.00	\$360.00	\$41.60	\$374.40	\$40.80	\$367.20	\$36.75	\$330.75	\$50.00	\$450.00	\$262.00	\$2,358.00	\$39.20	\$352.80
64	REMOVE CONCRETE CURB AND GUTTER	LF	1025	\$4.10	\$4,202.50	\$10.20	\$10,455.00	\$3.70	\$3,792.50	\$4.47	\$4,581.75	\$15.00	\$15,375.00	\$7.25	\$7,431.25	\$3.60	\$3,690.00
65	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	1360	\$11.65	\$15,844.00	\$14.06	\$19,121.60	\$12.40	\$16,864.00	\$11.86	\$16,129.60	\$18.00	\$24,480.00	\$11.15	\$15,164.00	\$15.90	\$21,624.00
66	REMOVE CONCRETE SIDEWALK	SF	148	\$1.35	\$199.80	\$2.22	\$328.56	\$3.35	\$495.80	\$11.56	\$1,710.88	\$10.00	\$1,480.00	\$8.30	\$1,228.40	\$2.85	\$421.80
67	REMOVE BITUMINOUS PAVEMENT	SY	29144	\$5.90	\$171,949.60	\$1.95	\$56,830.80	\$5.25	\$153,006.00	\$3.40	\$99,089.60	\$10.00	\$291,440.00	\$4.92	\$143,388.48	\$2.60	\$75,774.40
68	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	2540	\$7.85	\$19,939.00	\$14.50	\$36,830.00	\$8.90	\$22,606.00	\$13.92	\$35,356.80	\$9.00	\$22,860.00	\$5.68	\$14,427.20	\$14.60	\$37,084.00
69	COMMON EXCAVATION (P)	CY	5200	\$16.60	\$86,320.00	\$33.87	\$176,124.00	\$27.20	\$141,440.00	\$32.26	\$167,752.00	\$35.00	\$182,000.00	\$30.47	\$158,444.00	\$30.90	\$160,680.00
70	COMMON EMBANKMENT (P)	CY	150	\$9.65	\$1,447.50	\$9.45	\$1,417.50	\$6.50	\$975.00	\$21.76	\$3,264.00	\$35.00	\$5,250.00	\$26.50	\$3,975.00	\$7.30	\$1,095.00
71	SUBGRADE EXCAVATION (EV)	CY	700	\$18.60	\$13,020.00	\$18.50	\$12,950.00	\$16.80	\$11,760.00	\$0.01	\$7.00	\$35.00	\$24,500.00	\$34.00	\$23,800.00	\$18.10	\$12,670.00
72	AGGREGATE BASE, CLASS 5	TN	7900	\$17.10	\$135,090.00	\$0.01	\$79.00	\$0.01	\$79.00	\$5.89	\$46,531.00	\$35.00	\$276,500.00	\$27.70	\$218,830.00	\$29.10	\$229,890.00
73	SELECT GRANULAR BORROW	TN	1370	\$13.70	\$18,769.00	\$8.60	\$11,782.00	\$12.00	\$16,440.00	\$0.01	\$13.70	\$35.00	\$47,950.00	\$19.60	\$26,852.00	\$19.00	\$26,030.00
74	CONCRETE CURB AND GUTTER, DESIGN B418	LF	17200	\$15.30	\$263,160.00	\$17.00	\$292,400.00	\$16.40	\$282,080.00	\$16.26	\$279,672.00	\$17.50	\$301,000.00	\$17.45	\$300,140.00	\$18.30	\$314,760.00
75	8" CONCRETE VALLEY GUTTER	SY	50	\$94.10	\$4,705.00	\$127.19	\$6,359.50	\$112.00	\$5,600.00	\$111.10	\$5,555.00	\$120.00	\$6,000.00	\$120.48	\$6,024.00	\$125.00	\$6,250.00
76	6" CONCRETE DRIVEWAY (RESIDENTIAL)	SY	2200	\$68.15	\$149,930.00	\$82.20	\$180,840.00	\$62.50	\$137,500.00	\$61.86	\$136,092.00	\$66.00	\$145,200.00	\$85.76	\$188,672.00	\$89.80	\$197,560.00
77	6" CONCRETE PEDESTRIAN RAMP	SF	120	\$10.75	\$1,290.00	\$16.90	\$2,028.00	\$17.30	\$2,076.00	\$17.17	\$2,060.40	\$11.50	\$1,380.00	\$19.65	\$2,358.00	\$19.30	\$2,316.00
78	TRUNCATED DOMES	SF	28	\$48.00	\$1,344.00	\$52.00	\$1,456.00	\$52.00	\$1,456.00	\$51.51	\$1,442.28	\$55.00	\$1,540.00	\$55.00	\$1,540.00	\$57.80	\$1,618.40
79	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (3,C)	TN	3400	\$84.25	\$286,450.00	\$87.11	\$296,174.00	\$85.50	\$290,700.00	\$84.84	\$288,456.00	\$92.00	\$312,800.00	\$89.60	\$304,640.00	\$84.95	\$288,830.00
80	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)	TN	2600	\$93.50	\$243,100.00												



City of Blaine Staff Report

File Number: RES 25-69

Agenda Date	Status
April 21, 2025	
In Control	File Type
City Council	Resolution

Administration - Erik Thorvig, Community Development Director

Agenda Item # 10.3

Resolution Approving a Purchase Agreement for 2170 106th Lane NE.

Executive Summary

Background

The City of Blaine has identified the 105th Redevelopment Area as a priority redevelopment area in the 2030 and 2040 comprehensive plans. The comprehensive plan states that the "EDA/City should continue to explore land assembly options with willing sellers as they come up". The EDA/City has been active in acquiring property within the 105th Redevelopment District since 2016. A master developer was selected for the project in 2022 and significant work has occurred over the last 18 months to advance the redevelopment project. Property acquisition has continued to occur after the master developer was selected to secure property to complete the overall redevelopment project. The EDA and City have purchased property within the district.

City staff and attorney have been in communication with the property owner of 2170 106th Lane and their attorney for several months attempting to negotiate a purchase. A closed session was in March to discuss the acquisition of this property and direction was provided to the city attorney regarding a potential offer.

The seller has agreed upon a price of \$600,000. A closing date is identified in the agreement to occur within 30 days of execution of the agreement. There is an existing tenant in the building and the city would assume all existing leases and work with the tenants to identify a new location. The developer has stated they need control of the property by June 1, 2025, to complete right-of-way work.

Strategic Plan Relationship

The 105th Redevelopment Area has been identified as a Strategic Priority.

Board/Commission Review

Not applicable.

Financial Impact

The city sold tax increment financing bonds on November 14, 2024, and \$3,000,000 in proceeds from those bonds to complete final property acquisition. Acquisition of properties at 2150 105th Avenue and 10500 Nassau Street utilized these funds. Staff is analyzing the funding source for the purchase which could include EDA funds, bond sale proceeds, etc.

Public Outreach/Input

Not applicable.

Staff Recommendation

By motion, adopt the resolution.

Attachment List

None



City of Blaine

Signature Copy

Resolution: RES 25-69

Resolution Approving a Purchase Agreement for 2170 106th Lane NE.

WHEREAS, the 105th Redevelopment Area has been identified in the City's Comprehensive and Strategic Plans; and

WHEREAS, the City/EDA has been active in acquiring property within the 105th Redevelopment Area to advance redevelopment plans; and

WHEREAS, a purchase has been negotiated for the property at 2170 106th Lane NE.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Blaine approves entering into a purchase agreement for 2170 106th Lane NE based on the terms outlined in the staff report and hereby authorizes the City Manager, City Attorney and Mayor to execute all agreements and paperwork necessary to complete the purchase.

PASSED by the City Council of the City of Blaine this 21st day of April, 2025.