



City of Blaine

City Council

June 2, 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

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. 2025-127 Schedule of Bills Paid
Sponsors: Jason Zimmerman, Finance Director

7.2. 2025-128 Approval of Minutes
Sponsors: Cathy Sorensen, City Clerk

7.3. RES 25-91 Resolution Approving a Temporary Road Closure for the 2025 Blaine Sizzling Summer Kickoff
Sponsors: Jerome Krieger, Sr. Recreation Manager

7.4. RES 25-92 Resolution Approving Temporary Road Closures for the 2025 Blaine Festival and Parade

Sponsors: Jerome Krieger, Sr. Recreation Manager

- 7.5.** 2025-129 Motion Authorizing Payment to Tyler Technologies for Software License, Technical Support, and Maintenance for the City's New World Financial System

Sponsors: Jason Zimmerman, Finance Director

- 7.6.** RES 25-93 Resolution Authorizing the City of Blaine to be a party to the Minnesota Water Agency Response Network (MnWARN)

Sponsors: Nick Fleischhacker, Public Works Director

- 7.7.** RES 25-85 Resolution to Approve Plans and Specifications and Order Advertisement for Bids for the 2025 Street Rehabilitation Project, Improvement Project No. T2505

Sponsors: Daniel Schluender, Director of Engineering

- 7.8.** RES 25-86 Resolution to Declare Cost to be Assessed, Order Preparation and Call for Hearing on Proposed Assessment for 2024 Northwest Area Street Reconstructions, Improvement Project No. T2405

Sponsors: Daniel Schluender, Director of Engineering

- 7.9.** 2025-130 Motion to Approve the 2025-2026 Liquor License Renewals

Sponsors: Cathy Sorensen, City Clerk

- 7.10.** 2025-131 Motion to Approve a Tobacco and Tobacco Products License for Shell Blaine located at 9850 Polk Street NE, Blaine, MN

Sponsors: Cathy Sorensen, City Clerk

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

- 8.1.** RES 25-88 Resolution Authorizing the Issuance of a \$6,000,000 Recreational Facility Revenue Note, Series 2025 (National Sports Center Project) by the Blaine Economic Development Authority

Sponsors: Jason Zimmerman, Finance Director

9. Development Business

- 9.1.** RES 25-74 Resolution Granting a One-Year Extension to a Conditional Use Permit to Allow 11 Single Family Lots in the Development Flex (DF) Zoning District at 9240 W 35W Service Drive NE. Boulder Villas (Boulder Contracting) (Case File No. 24-0022/SLK)

Sponsors: Sheila Sellman, Assistant Community Development Director

- 9.2.** RES 25-71 Resolution Granting a Conditional Use Permit to Construct a Bank and a Zero Lot Line for a Shared Drive on the East and South Property Lines in a Planned Business District (PBD) Zoning District at 10777 Austin Street NE. Ideal Credit Union (Case File No. 25-0015/SLK)
Sponsors: Sheila Sellman, Assistant Community Development Director
- 9.3.** RES 25-73 Resolution Granting Preliminary Plat Approval to Subdivide 10.34 acres into two lots, to be known as Cat Pumps Addition at 1681 94th Lane NE. Cat Pumps Corporation (Case File No. 25-0012/ACK)
Sponsors: Sheila Sellman, Assistant Community Development Director
- 9.4.** RES 25-79 Resolution Granting Preliminary Plat Approval to Create Two Lots to be Known as Uram Addition at 8634 Central Avenue NE. Scott Uram (Case File No. 25-0014/SAS)
Sponsors: Sheila Sellman, Assistant Community Development Director
- 9.5.** RES 25-72 Resolution Granting a Conditional Use Permit Amendment to Allow the Expansion of Outside Storage for Residential Carts, Commercial Containers and Roll-Off Boxes in the Heavy Industrial (I-2) Zoning District at 10191 Xylite Street NE. Walter's Recycling & Refuse, Inc. (Case File No. 25-0011/SLK)
Sponsors: Sheila Sellman, Assistant Community Development Director
- 9.6.** ORD 25-2577 Second Reading
Adopt an Interim Ordinance for a Moratorium on Accessory Dwelling Units (Case File No. 25-0018/SAS)
Sponsors: Sheila Sellman, Assistant Community Development Director

10. Administration

- 10.1.** RES 25-84 Request to Reconsider Resolution to Approve a Premise Permit for Lawful Gambling Activity for Community Charities of Minnesota at X-Golf located at 298 Northtown Drive NE
Sponsors: Cathy Sorensen, City Clerk
- 10.2.** RES 25-89 Resolution Approving Relocation Assistance Agreements for Tenants Located at 10500 Nassau Street
Sponsors: Erik Thorvig, Community Development Director
- 10.3.** RES 25-77 Resolution Authorizing an Application for the Livable Communities Policy Development Program for Floodplain Policy Development
Sponsors: Elizabeth Showalter, Community Development Specialist
- 10.4.** RES 25-81 Resolution to Authorize Parking Restrictions on 122nd Lane NE, Baltimore Court NE, and Chisholm Street NE

Sponsors: Daniel Schluender, Director of Engineering

- 10.5.** 2025-132 Motion to Authorize the Mayor and City Manager to Enter into a Contract with WSB, LLC for Final Design and Construction Services for the Jim Peterson Parking Lot Expansion and Hockey Rink, Improvement Project No. P2345

Sponsors: Jerome Krieger, Sr. Recreation Manager

- 10.6.** 2025-133 Motion Accepting Quotes and awarding the contract to Starry Electric, Inc. in the Amount of \$93,320.00 for the Blaine Baseball Complex Field #5 Lighting System Installation Project (P2412)

Sponsors: Jerome Krieger, Sr. Recreation Manager

11. Other Business

12. Adjournment

CITY OF BLAINE**SCHEDULE OF BILLS PAID****APPROVED ON 06/02/2025 FOR PAYMENTS THE WEEK OF 05/02/2025**

Vendor Name	Description	Amount
ALLEGRA	NON RESIDENT BEACH PASSES	\$ 478.60
ALLEGRA	2024 BPD ANNUAL REPORTS	\$ 1,127.72
ALLEGRA	BPD COFFEE MUGS FOR BUSINESS PARTNERS	\$ 918.08
ALLEGRA	PRINTING OF DOORHANGERS	\$ 903.65
AMAZON CAPITAL SERVICES	POWER STRP & PLACSTIC BOTTLES	\$ 82.96
AMAZON CAPITAL SERVICES	EARPODS	\$ 32.33
AMAZON CAPITAL SERVICES	UNDERCOATING GUN & LUBRICANTS	\$ 570.26
AMAZON CAPITAL SERVICES	5G ANTENNA OMNI LTE	\$ 94.16
AMAZON CAPITAL SERVICES	DOCKING STATION FOR LAPTOP	\$ 374.73
AMAZON CAPITAL SERVICES	BIT SOCKETS	\$ 72.25
AMAZON CAPITAL SERVICES	ETHERNET INTERNET ADAPTER	\$ 93.80
AMAZON CAPITAL SERVICES	HEADLAMPS	\$ 13.59
AMERICAN EVIRONMENTAL LLC	SANITARY SEWER REPAIR	\$ 6,000.00
APPLEDOORN, KENT	APRIL ENTERTAINMENT BIRTHDAY DAY - RECREATION	\$ 150.00
ASPEN MILLS	CSO CLOTHING & UNIFORMS	\$ 92.00
ASPEN MILLS	PATROL CLOTHING & UNIFORMS	\$ 351.49
ASPEN MILLS	PATROL CLOTHING & UNIFORMS	\$ 189.95
ASPEN MILLS	PATROL CLOTHING & UNIFORMS	\$ 194.85
ASPEN MILLS	PATROL CLOTHING & UNIFORMS	\$ 79.00
ASPEN MILLS	DETECTIVES UNIFORMS & CLOTHING	\$ 55.45
ASPEN MILLS	PATROL CLOTHING & UNIFORMS	\$ 96.00
ASPEN MILLS	DETECTIVES UNIFORMS & CLOTHING	\$ 126.95
ASPEN MILLS	CSO CLOTHING & UNIFORMS	\$ 26.34
ASPEN MILLS	PATROL CLOTHING & UNIFORMS	\$ 66.00
ASPEN MILLS	PATROL CLOTHING & UNIFORMS	\$ 28.35
ASPEN MILLS	PATROL CLOTHING & UNIFORMS	\$ 403.20
ASPEN MILLS	PATROL CLOTHING & UNIFORMS	\$ 141.40
ASPEN MILLS	PATROL CLOTHING & UNIFORMS	\$ 1,695.12
ASPEN MILLS	DETECTIVES UNIFORMS & CLOTHING	\$ 80.00
ASPEN MILLS	CSO CLOTHING & UNIFORMS	\$ 59.00
ASPEN MILLS	PATROL CLOTHING & UNIFORMS	\$ 159.95
ASPEN MILLS	CSO CLOTHING & UNIFORMS	\$ 77.49
ASPEN MILLS	PATROL CLOTHING & UNIFORMS	\$ 520.50
ASPEN MILLS	PATROL CLOTHING & UNIFORMS	\$ 498.90
ASPEN MILLS	PATROL CLOTHING & UNIFORMS	\$ 40.85
ASTLEFORD INTL MINNEAPOLIS	LAMP - SWEEPER 1277	\$ 117.99
AUTOMATIC SYSTEMS CO	PROFESSIONAL SERVICES	\$ 552.50
BARNUM COMPANIES INC	PLANNED MAINTENANCE-GATES	\$ 325.00
BAUER BUILT	TIRES FOR CRANE TRUCK 4505	\$ 933.00
BCA-CHAU RECORDS	LIQUOR LICENSE BACKGROUND CHECK	\$ 66.50
BLAINE BROTHERS INC	LIGHT PIG TAIL - PW STOCK	\$ 39.60
BLAINE BROTHERS INC	LENS COVERS PW STOCK	\$ 59.20

BLAINE BROTHERS INC	ALIGNMENT FOR PLOW #1324	\$	488.53
BOLTON & MENK	IMPROVEMENT PROJECT 23-07 (I/P 23-07)	\$	1,118.00
BOLTON & MENK	IMPROVEMENT PROJECT T2407	\$	36,043.00
BOLTON & MENK	IMPROVEMENT PROJECT T2506	\$	27,923.00
BOLTON & MENK	IMPROVEMENT PROJECT 22-05	\$	2,335.00
BOUND TREE	PATROL MEDICAL SUPPLIES	\$	73.35
BOYER TRUCKS	DASH PLATE - HOOK TRUCK 1241	\$	92.99
BROADWAY AWARDS	APPRECIATION AWARD FOR MCDONOUGH K9	\$	111.22
BROWN, PATRICK	STEEL TOE BOOTS	\$	30.00
CAMPION BARROW & ASSOCIATES	BACKGROUND FOR RECRUITMENT	\$	465.00
CAPITOL HILL ASSOCIATES	LEGAL REPRESENTATION	\$	4,500.00
CARR'S TREE SERVICE	EAB TREE REMOVAL	\$	7,000.00
CARR'S TREE SERVICE	EAB TREE REMOVAL	\$	5,850.00
CENTENNIAL SCHOOL DISTRIC 12	STAFFING FOR CENTENNIAL SQUARE PROGRM	\$	6,000.00
CENTER FOR ENERGY AND ENVIRONMENT	EDA LOAN PROGRAM ADMIN FEES	\$	825.00
CENTERPOINT ENERGY	MARCH 2025 GAS SERVICE	\$	10,573.78
CENTRAL IRRIGATION - 660	FERTILIZER - WATER PLANTS/WELLS	\$	1,182.00
CENTURYLINK	TELEPHONE/INTERNET - PUBLIC WORKS	\$	76.57
CENTURYLINK	7637576435 TELEPHONE SERVICE	\$	130.59
CINTAS CORP	MECHANIC UNIFORMS	\$	423.06
CINTAS CORP	MAYC MATS & RUGS	\$	38.42
CINTAS CORP	CH MATS & RUGS	\$	205.47
CINTAS CORP	CH MEDICAL SUPPLIES	\$	170.93
CINTAS CORP	MAYC MED CABINET SUPPLIES	\$	25.23
CINTAS CORP	MAYC MED CABINET SUPPLIES	\$	67.20
CINTAS CORP	MECHANIC UNIFORMS & SHOP TOWELS/MATS	\$	188.04
CITYWIDE TOWING SERVICE	TOW FOR EVIDENCE IMPOUND VEHICLE	\$	212.00
COMCAST	ETHERNET	\$	1,360.00
COMCAST	PUBLIC WORKS INTERNET SERVICE	\$	201.47
COMCAST	MAYC CABLE	\$	69.47
CRYSTEEL TRUCK EQUIPEMENT	INSTALL FOR BEARCAT HYDRAULIC RAM	\$	2,250.00
CRYSTEEL TRUCK EQUIPEMENT	FLOOR MATS/COVERS - VEHICLE #5302	\$	532.80
CUSTOM TRUCK	CLAMP SET/COVER PLATES PLOW #1288	\$	71.30
CYBER ADVISORS	NETWORKING ASSISTANCE	\$	450.00
D&G TIRE RECYCLE LLC	TIRE RECYCLING	\$	908.50
DELTA GLOVES	NITREX GLOVES	\$	118.40
DEPARTMENT OF EMPLOYMENT AND ECONOMIC	UNEMPLOYMENT COMPENSATION	\$	10,770.87
E.G. RUD & SONS INC	LAND SURVEYING - PARKS	\$	800.00
ELECTRIC PUMP	PROFESSIONAL SERVICES	\$	421.23
ELECTRIC PUMP	PROFESSIONAL SERVICES	\$	3,846.91
ELECTRIC PUMP	REPLACEMENT PUMP	\$	19,701.00
EMERGENCY AUTOMOTIVE TECHNOLOGIES	INSTALLATION OF ALL EQUIPMENT FOR REPLACEMENT	\$	5,156.76
EMERGENCY AUTOMOTIVE TECHNOLOGIES	UPFIT FOR PATROL SQUAD	\$	6,147.34
EMERGENCY AUTOMOTIVE TECHNOLOGIES	UPFIT FOR PATROL SQUAD	\$	6,343.73
EMERGENCY AUTOMOTIVE TECHNOLOGIES	UPFIT FOR PATROL SQUAD (DURANGO 4 OF 5)	\$	6,335.67
FACTORY MOTOR PARTS	BRAKE PADS - PD STOCK	\$	368.32
FASTENAL COMPANY	WTP SUPPLIES HEX CAP SCREWS	\$	101.12
FASTENAL COMPANY	WTP SUPPLIES FLAPWHEEL, HEX SCREWS	\$	82.32
FERGUSON ENTERPRISES LLC #1657	IRRIGATION PARTS - WELL 14	\$	428.02

FERGUSON ENTERPRISES LLC #1657	IRRIGATION PARTS - WELL 14	\$	583.64
FERGUSON WATER WORKS #2518	SILT SOCKS	\$	65.00
FERGUSON WATER WORKS #2518	GATE VALVE PARTS	\$	243.24
FERGUSON WATER WORKS #2518	STOCK SEWER CAPS - WATER DEPT	\$	26.82
FERGUSON WATERWORKS #2518	WATER PIPE 89TH DIG AT NIGHT	\$	252.00
FLEETPRIDE	EXHAUST PARTS	\$	408.95
FLEXIBLE PIPE TOOLS & EQUIPMENT	#4511 ROUTINE MAINTENANCE	\$	1,001.10
FRANKENSIGNS INCORPORATED	MAILBOX & LOCKER PLATES	\$	126.00
FRIENDLY CHEVROLET	SPARK PLUGS - VEHICLE 5312	\$	88.80
GLORIA JOB	MAYC COOKING CLASS	\$	250.00
GRAINGER	MAYC FRIDGE REPAIR	\$	26.92
GRAYBAR ELECTRIC COMPANY INC	METER READING COMMUNICATION PARTS - TOWER 2	\$	981.04
GRAYBAR ELECTRIC COMPANY INC	METER READING COMMUNICATION PARTS - TOWER 2	\$	34.88
GREAT RIVER AUTOMATION	BAS ISSUES AT CH	\$	2,160.00
GREAT RIVER AUTOMATION	CH BOILER REPAIR	\$	1,980.00
HAWKINS INC	TREATMENT PLANT CHEMICALS	\$	7,980.40
HEULE, JAMES	HOME IMPROVEMENT GRANT	\$	1,897.00
HTG ARCHITECTS	SITE PLAN REFUND	\$	927.00
INDELCO	AUTO VALVES - PLANT 2	\$	7,036.36
INNOVATIVE OFFICE SOLUTIONS LLC	FILE FOLDERS	\$	21.53
INSIGHT PUBLIC SECTOR INC	SERVER FOR VITUAL DESKTOP	\$	37,961.97
INSIGHT PUBLIC SECTOR INC	20 - 24" LED MONTIOR	\$	2,789.80
JENNAH JUSTEN	TUITION REIMBURSEMENT	\$	990.00
KAI JOHNSON	PLAYED BUNNY AT BREAKFAST	\$	50.00
KATH FUEL OIL SERVICE CO	LUBRICANTS, ADDITIVES	\$	883.74
KILLMER ELECTRIC CO	LIFT STATION 12 PUMP REPAIR	\$	280.00
KRAFT MECHANICAL LLC	PW RELOCATE AIR LINE FOR GARBAGE DOOR	\$	2,721.38
LACH, JEREMY & JAMIE	OVERPAYMENT TO UTILITY ACCOUNT	\$	9,862.53
LANDSCAPE STRUCTURES	IVY HILLS PLAYGROUND REPLACEMENT PROJECT P2502	\$	78,547.16
LANO EQUIPMENT	OPERATOR MANUAL - MOWER 2455	\$	18.86
LAWSON PRODUCTS	SAFETY AIR COUPLER, TY-RAP, & SCEWS MECHANICS SHOP	\$	1,133.81
M&G TRAILER SALES	COMMUNITY OUTREACH TRAILER REPAIR	\$	1,360.61
MACQUEEN	CCTV CAMERA GAS	\$	120.40
MANSFIELD OIL COMPANY OF GRAINESVILLE	UNLEADED FUEL - CITY FLEET	\$	7,300.62
MENARDS	HOLE SAW KITS & BITS	\$	88.17
MENARDS	PULL LINE TOWER 2	\$	41.89
MENARDS	SCREWS. CONDIT, ELBOWS - WELLS	\$	217.77
MENARDS	BATTERIES AND CARTRIDGE	\$	170.14
MENARDS	BATTERIES, PUSH PINS, DRAIN, SOAP	\$	117.05
MENARDS	ANCHORS & HAMMERDRILL	\$	22.49
MENARDS	SUPPLIES FOR TRAINING ROOM AND UNIFORM STORAGE	\$	74.72
MENARDS	PATROL SUPPLIES	\$	43.94
MENARDS	CONDUIT STRUTS - WELLS	\$	26.50
MENARDS	BAKING SODA/COUPLING - SUPPLIES WELL 14	\$	64.90
MENARDS	CAULKING - WELL 14	\$	13.98
MENARDS	POWERSTRIPS FOR COMPUTERS	\$	65.85
MENARDS	HAND CLEANING TOWELS AND BUCKET-WATER SUPPLIES	\$	56.72
MENARDS	SMALL TOOLS - ENGINEERING	\$	126.96
MENARDS	EXTENSION CORDS	\$	111.25

MENARDS	CONTAINER LID	\$	41.82
MHSRC/DDP	MAYC DEFENSIVE DRIVING CLASS	\$	504.00
MHSRC/RANGE	DRIVING SCHOOL (PIT)	\$	1,290.00
MIDWEST SECURITY PRODUCTS	KEY FOBS/SPARE LOCK FOR WTPs, WELLS, LSs	\$	1,843.68
MIKE SOMMER	EMPLOYEE REIMBURSEMENT	\$	159.81
MILLS AFTERMARKET ACCESSORIES INC	SEAT COVERS FOR PATROL SQUAD 5341	\$	305.95
MINNESOTA EQUIPMENT	LIGHT DUTY FERTILIZER SPREADER #2456	\$	21,500.00
MINNESOTA OCCUPATIONAL HEALTH	VISION OR DRUG SCREENING	\$	574.00
MINUTE MAKER SECRETARIAL	CITY COUNCIL WORKSHOP MINUTES	\$	444.25
MINUTE MAKER SECRETARIAL	PLANNING COMMISSION MINUTES	\$	212.50
MTI DISTRIBUTING INC	BALL JOINT & TIE ROD ASSEMBLY - MOWER 2390	\$	876.80
MTI DISTRIBUTING INC	AIR FILTERS - PW STOCK/MOWERS	\$	148.40
MUSKA ELECTRIC	WIRELESS ACCESS POINT WIRING-LEXINGTON COMPLEX	\$	516.93
NORTHERN SANITARY SUPPLY CO	MAYC-CLEANER, LINERS, TOWELS, TISSUE	\$	870.78
NUSS TRUCKING & EQUIPMENT	FILTERS - PLOW 1306	\$	133.49
NUSS TRUCKING & EQUIPMENT	FILTERS - PW STOCK	\$	429.26
OFFICE OF MNIT SERVICES	MONTHLY VOICE SERVICES - MARCH 2025	\$	243.13
OPTIMIZED ELECTRICAL SOLUTIONS	PW-WIRE NEW OFFICE MECH AREA	\$	2,168.00
OPTUM	HSA ACCT FEES QUARTERLY	\$	541.75
O'REILLY AUTO PARTS	FILTERS - PW STOCK	\$	23.40
O'REILLY AUTO PARTS	FILTERS - PW STOCK	\$	145.20
O'REILLY AUTO PARTS	COOLANT TEST STRIPS - PLOW 1306	\$	141.45
O'REILLY AUTO PARTS	WHEEL BEARING - VEHICLE 5288	\$	166.34
O'REILLY AUTO PARTS	AIR TOOL OIL - SWEEPER 1262	\$	71.94
O'REILLY AUTO PARTS	OIL FILTERS - PW STOCK	\$	13.23
O'REILLY AUTO PARTS	HYDRO FILTERS PLOW #1306	\$	82.50
PAFFY'S PEST CONTROL INC	PW MONTHLY PEST CONTROL	\$	134.00
PAFFY'S PEST CONTROL INC	CH MONTHLY PEST CONTROL	\$	85.35
PAFFY'S PEST CONTROL INC	MAYC MONTHLY PEST CONTROL	\$	59.75
PRO-TEC DESIGN INC	REPAIR JAIL CAMERA	\$	1,369.19
PRO-TEC DESIGN INC	MAYC CAMERA REPAIR	\$	468.50
QC DANCE	WINTER/SPRING CLASSES	\$	3,004.00
REHDER FORESTRY CONSULTING	FORESTRY SERVICES	\$	557.71
ROHAN, ANNE	STEEL TOE BOOTS	\$	30.00
ROSE MUSIC SERVICE	ENTERTAINMENT SENIOR SAFETY FAIR	\$	150.00
RP AUTO SERVICE INC	REPAIR ELECTRONIC BRAKE SYSTEM - VEHICLE 5320	\$	105.92
SLIPSTREAM GROUP INC	MH REPLACEMENT FEASIBILITY STUDY	\$	370.00
STATE OF MINNESOTA	GENERAL PATTERN LOAN PAYMENT APRIL 2025	\$	1,568.24
SUBURBAN TIRE WHOLESALE INC	TIRES - VEHICLE 5252	\$	274.00
SUN LIFE FINANCIAL POILICY #237761	LONG TERM DISABILITY	\$	5,480.73
SURPLUS MANAGEMENT INC	FILTRATION MEDIA - WTP3	\$	6,947.20
TEAMSTERS LOCAL #320 WELFARE	POLICE DENTAL	\$	8,322.00
TECH ACADEMY/THOMSEN SYSTEMS	INSTRUCTOR FOR WINTER TECH CAMP	\$	45.00
TECH ACADEMY/THOMSEN SYSTEMS	SPRING TECH CAMP	\$	90.00
THE LINCOLN NATIONAL LIFE INSURANCE COMPANY	BASIC & VOLUNTARY LIFE INSURANCE	\$	7,716.30
TOMPKINS DEVELOPMENT LLC	PURCHASE OF PROPERTY AT SOUTHWEST CORNER OF 125TH AVE AND LEXINGTON	\$	300,000.00
TREVIPAY	MAGNETS & BENDING SEAMER - SIGNS SHOP TOOLS	\$	27.27
TREVIPAY	CHAIRS - STORM DEPARTMENT	\$	992.98
TREVIPAY	TRANSFER PUMP - WTP4	\$	203.48

TRI-STATE BOBCAT	PIN REPAIR	\$	330.92
TRI-STATE BOBCAT	ROOT RAKE GRAPPLE	\$	290.00
TWIN CITIES TRANSPORT & RECOVERY	TOW FOR SQUAD 5330	\$	125.00
TYLER TECHNOLOGIES INC	EXECUTIME/TYLER TIME & ATTENDANCE	\$	13,951.03
ULINE	BOOKSHELF/LOCKER - WATER DEPT	\$	1,290.14
ULINE	GEAR LOCKS FOR TIRE/ PALLET RACKING	\$	3,768.87
USABLUEBOOK	MISC HYDRANT FILLUP SUPPLIES	\$	2,532.16
USABLUEBOOK	MARKING POSTS FOR MH'S	\$	587.11
VALLEY-RICH CO INC	SANITARY SEWER REPAIR PROJECT U2519	\$	116,567.64
VIKING ELECTRIC	LIGHT REPLACEMENT FOR VETERAN'S MEMORIAL	\$	3,117.60
VIKING ELECTRIC	WIRE FOR FAN - WTP4	\$	25.35
VIKING ELECTRIC	FANS - WTP 3 & 4	\$	256.92
VIKING ELECTRIC	FANS - WTP 3 & 4	\$	256.92
VIKING ELECTRIC	REPLACEMENT LIGHTBULBS WTP 1, 2, & 3	\$	182.00
VOLUNTEERS OF AMERICA	VAN DRIVER MEALS FOR VOA	\$	90.00
WAGNER, JACKIE	REIMBURSEMENT FOR ARRIVE ALIVE REFRESHMENTS	\$	194.25
XCEL ENERGY	MARCH 2025 ELECTRIC	\$	14,655.88

CITY OF BLAINE

**SUBSET OF PAYMENTS BETWEEN \$20,000 AND \$50,000 FROM THE SCHEDULE OF BILLS PAID
APPROVED ON 06/02/2025 FOR PAYMENTS THE WEEK OF 05/02/2025**

Vendor Name	Description	Amount
MINNESOTA EQUIPMENT	LIGHT DUTY FERTILIZER SPREADER #2456	\$ 21,500.00
BOLTON & MENK	IMPROVEMENT PROJECT T2506	\$ 27,923.00
BOLTON & MENK	IMPROVEMENT PROJECT T2407	\$ 36,043.00
INSIGHT PUBLIC SECTOR INC	SERVER FOR VITUAL DESKTOP	\$ 37,961.97

CITY OF BLAINE

SCHEDULE OF BILLS PAID

APPROVED ON 06/02/2025 FOR PAYMENTS THE WEEK OF 05/09/2025

Vendor Name	Description	Amount
CITY OF BLAINE	Lake Side Commons Petty Cash	\$ 400.00
CITY OF LEXINGTON	Sewer System Usage Agreement - City of Lexington	\$ 6,922.60
FLOCK GROUP INC	2025 Flock Safety Subscription	\$ 91,500.00
SBM FIRE DEPARTMENT	2025 Fire Protection Services	\$ 227,059.00
		\$ 325,881.60

CITY OF BLAINE

SCHEDULE OF BILLS PAID

APPROVED ON 06/02/2025 FOR PAYMENTS THE WEEK OF 05/16/2025

Vendor Name	Description	Amount
ACCESS	Data Storage	\$ 143.97
AK MATERIAL HANDLING SYSTEMS INC	2025 Capital; Tire & Pallet Racking	\$ 5,278.50
ALL AUTO GLASS LLC	Patrol Squad 5290 - Replace Windshield	\$ 462.48
ALLEGRA PRINT & IMAGING	N Peterson cards	\$ 66.32
ALLEGRA PRINT & IMAGING	Name Badge - Scott Johnson	\$ 36.41
ALLEGRA PRINT & IMAGING	Animal quarantine forms	\$ 291.60
ALLEGRA PRINT & IMAGING	Sommer/Vang bus. cards	\$ 132.64
ALLEGRA PRINT & IMAGING	Name Badge - Sellman	\$ 36.41
ALLEGRA PRINT & IMAGING	Name Badge - Lisa Derr	\$ 36.41
ALLEGRA PRINT & IMAGING	Parking Passes for Lakeside Commons Park - Non Resident	\$ 478.60
ALLEGRA PRINT & IMAGING	Victim Services Brochures	\$ 409.00
AMAZON CAPITAL SERVICES	Books	\$ 100.86
AMAZON CAPITAL SERVICES	Moving Dolly; Mechanic Shop	\$ 34.99
AMAZON CAPITAL SERVICES	Coupler/Wheels/Jack: Field Liner Trailer	\$ 125.02
AMAZON CAPITAL SERVICES	Magnetic File Labels	\$ 17.99
AMAZON CAPITAL SERVICES	Wheels for Pallet Jack; Mech Shop	\$ 83.58
AMAZON CAPITAL SERVICES	Power Distribution Unit for New Backup Server	\$ 165.29
AMAZON CAPITAL SERVICES	Folders, tabs, screen wipes, receipt books, mouse pads	\$ 126.89
AMAZON CAPITAL SERVICES	Cell Phone Charging Cords	\$ 8.42
AMAZON CAPITAL SERVICES	Laptop battery for Tony Beaver	\$ 90.98
AMAZON CAPITAL SERVICES	Supplies for Little School	\$ 155.84
AMAZON CAPITAL SERVICES	Cell Phone Cases	\$ 107.88
ANOKA COUNTY	2025 County Recordings	\$ 66.00
ANOKA COUNTY	Record Drainage & Easement Vacation V25-01	\$ 46.00
ANOKA COUNTY TREASURY DEPT	Connect Anoka County Fiber	\$ 812.50
ARETE ADVISORS LLC	2025 IT Services	\$ 82,755.32
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 349.44
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 375.74
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 364.84
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 29.99
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 66.95
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 400.69
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 72.00
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 162.89
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 184.89
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 26.34
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 98.95
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 52.00
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 154.85
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 1,682.62
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 79.95
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 12.00
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 12.00
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 154.85
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 26.35
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 55.45
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 75.95
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 12.50
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 59.95
ASPEN MILLS INC	Credit	\$ (80.00)
AT&T MOBILITY	Internet Bait Trailer	\$ 66.96

AT&T MOBILITY	Cell Phone Service-PD April 2025	\$	948.11
AT&T MOBILITY	Cell phone service April 2025	\$	1,506.41
ATLAS TOYOTA MATERIAL HANDLING	Forklift Repairs; WTP 4	\$	618.00
AUTOMATIC SYSTEMS COMPANY	Pressure Transmitters; WTP 1	\$	3,234.00
AUTOMATIC SYSTEMS COMPANY	Pressure Transmitters; WTP 1	\$	6,468.00
AUTOWASH SYSTEMS INC	Car Wash Chemicals & Check 4/17/25	\$	198.78
AXON ENTERPRISES INC	Patrol Taser Equipment	\$	86.00
BACKFLOW SOLUTIONS INC	2025 Annual BSI Online Subscription Fee - Commercial Tracking	\$	995.00
BARNUM COMPANIES INC	Gate maintenance Lakeside Commons Park	\$	450.00
BARNUM COMPANIES INC	PD gate planned maintenance	\$	325.00
BARR ENGINEERING COMPANY	Wellfield Management Plan Proposal, I/P 23-22	\$	488.50
BAUER BUILT INC	Tire/Mount/Labor; Truck 1248	\$	142.25
BERG HOLLY	Refund	\$	50.00
BLAINE AREA PET HOSPITAL	Vet services - K9 Andy	\$	96.50
BLAINE BROTHERS INC	Transmission repair, Plow 1203	\$	898.00
BLAINE BROTHERS INC	Brake/Hydraulic Repairs; Trailer 4614	\$	2,433.77
BLAINE CUSTOM APPAREL & AWARDS	Summer Staff Uniforms	\$	2,350.00
BOLTON & MENK INC	Construction Services-Ulysses/117th Roundabout, I/P 23-09	\$	1,012.00
BOLTON & MENK INC	Water Tower 2 Rehab Amended Services, I/P 24-21	\$	3,822.50
BOYER TRUCKS	Key: Hook Truck 1235	\$	25.37
BRAUN INTERTEC CORPORATION	BWS-Phase 2 Geotechnical Eval, I/P 25-08 (P2405)	\$	7,421.90
BRYAN ROCK PRODUCTS INC	AgLime; Mary Elizabeth Park	\$	1,141.45
CAPITOL HILL ASSOICATES INC	Federal Lobbyist Services May 2025	\$	4,500.00
CENTERPOINT ENERGY	2190 106th LN NE EDA - Final Bill	\$	180.10
CENTERPOINT ENERGY	Gas Service	\$	1,896.39
CENTURYLINK	911 Service	\$	80.52
CHRONICLES IN HEALTH LLC	Health program for seniors	\$	85.00
CINTAS CORPORATION	PW: 2025 Uniform/Rug-Towel Rentals	\$	423.06
CINTAS CORPORATION	MAYC Mats/Rugs	\$	38.42
CINTAS CORPORATION	CH mats/rugs	\$	205.47
CINTAS CORPORATION	PW: 2025 Uniform/Rug-Towel Rentals	\$	224.04
CINTAS CORPORATION	MAYC medical cabinet supplies	\$	89.13
COMCAST	Internet for Public Wi-Fi	\$	307.89
COMCAST	PW Cable TV	\$	20.97
COMCAST	Cable TV	\$	36.19
CONNEXUS ENERGY-UTILITY PAYMENTS	951 124th LN NE	\$	7,083.00
CONNEXUS ENERGY-UTILITY PAYMENTS	12497 University Ave NE - Signal	\$	72.27
CRYSTEEL TRUCK EQUIPMENT	2025 Capital: HD Single Axle Truck plow package/build up, #1332	\$	205,196.33
DAVE'S SPORT SHOP	Youth Sports Uniforms	\$	7,674.80
DEJKO MICHAL	H/O Cancelled HVAC B25-00773 & PLBG B25-00879 -Hiring Contractor	\$	268.80
DORJEE TSERING	Reimbursement for Irrigation Repair, I/P 24-06	\$	220.00
DRAYFAHL BLAINE	Drayfahl - Uniform 2 pants	\$	134.25
ECKBERG LAMMERS PC	2025 Prosecution Fees	\$	23,373.59
ECM PUBLISHERS INC	Publication of Legal Notices	\$	38.50
ECM PUBLISHERS INC	2025 Public Hearing Notices	\$	77.00
ECOWATER	Applicant applied for duplicate permit, cancelled B25-01328	\$	60.00
EMERGENCY AUTOMOTIVE TECHNOLOGIES INC	Credit	\$	(442.38)
EMERGENCY AUTOMOTIVE TECHNOLOGIES INC	Credit	\$	(174.00)
EMERGENCY AUTOMOTIVE TECHNOLOGIES INC	Credit	\$	(183.88)
EMERGENCY AUTOMOTIVE TECHNOLOGIES INC	Credit	\$	(183.88)
EMERGENCY AUTOMOTIVE TECHNOLOGIES INC	Credit	\$	(183.88)
EMERGENCY AUTOMOTIVE TECHNOLOGIES INC	Credit	\$	(31.38)
EMERGENCY AUTOMOTIVE TECHNOLOGIES INC	Credit	\$	(31.38)
EMERGENCY AUTOMOTIVE TECHNOLOGIES INC	Credit	\$	(31.38)
EMERGENCY AUTOMOTIVE TECHNOLOGIES INC	(2) Mounting plates for 40mm mount in Durango's	\$	385.13
EMERGENCY AUTOMOTIVE TECHNOLOGIES INC	Rifle mount for admin vehicle (T-Rail)	\$	299.25
EMERGENCY AUTOMOTIVE TECHNOLOGIES INC	Lighting upgrade for detective vehicle 5284	\$	3,287.18
EMERGENCY AUTOMOTIVE TECHNOLOGIES INC	Additional lighting installed on squad 5336	\$	1,140.60

FACTORY MOTOR PARTS COMPANY	Batteries for PW stock	\$	503.88
FASTENAL COMPANY	Reclaim Tank Parts: Water Dept	\$	540.24
FASTENAL COMPANY	Reclaim Tank Parts: Water Dept	\$	63.61
FERGUSON ENTERPRISES LLC #3325	Hydrant Meter Turbine Element; Water	\$	271.70
FERGUSON WATERWORKS #2518	Gate Valve/Pipe; Water Dig Arn Palm Dr & London Ct	\$	2,191.00
FERGUSON WATERWORKS #2518	Gate Valve Repair Parts; Water Stock	\$	405.40
FISERV	March 2025 FISERV Payment	\$	149.84
FISH DANIEL M	Entertainment for Bday Lunch - Recreation	\$	150.00
FLEETPRIDE	Fire Extinguisher mounts: PW stock	\$	320.85
FLEXIBLE PIPE TOOLS & EQUIPMENT	Labor Charges; Jetter 4511	\$	525.00
GRAINGER	Thermostat for Wellhouse	\$	189.53
GROUP HEALTH NON-PATIENT A/R	EAP benefits	\$	253.34
GROUP HEALTH NON-PATIENT A/R	Wellness Program Non-Member Charges	\$	221.13
GUST KARLA	Refund partial data records request fee	\$	125.90
HAWKINS INC	Water Treatment Chemicals	\$	18,109.40
HERC-U-LIFT INC	Finance Charge for Lift	\$	196.49
HERITAGE LANDSCAPE SUPPLY GROUP INC	Grass Seed; Park Department	\$	4,359.20
HIRSHFIELD'S PAINT MFG INC	CH black paint	\$	54.99
HOLIDAY COMPANIES	Car Washes - PD	\$	785.00
HOLIDAY COMPANIES	Car Washes - Fire/Comm Stds	\$	15.00
HOSE PROS LLC	Flanges/Dust caps; WTP 3	\$	245.96
HY-VIZ INC.	Fire Hydrant Markers; Water Dept	\$	5,675.00
INSIGHT PUBLIC SECTOR INC	Microsoft Azure IaaS	\$	4,791.40
IUOE LOCAL 49 FRINGE BENEFIT FUNDS	49ers Training Facility Fee; April	\$	834.40
IUOE LOCAL 49 FRINGE BENEFIT FUNDS	49ers Training Facility Fee; February	\$	729.60
IUOE LOCAL 49 FRINGE BENEFIT FUNDS	49ers Training Facility Fee; March	\$	806.40
JOB GLORIA D	Heath program for seniors	\$	250.00
JOHNSON LITHO GRAPHICS OF EAU CLAIRE LTD	May MAYCConnect Newsletter	\$	2,126.95
JOHNSON LITHO GRAPHICS OF EAU CLAIRE LTD	Biz Connect + Mailing, April 2025	\$	10,998.61
JOHNSON LITHO GRAPHICS OF EAU CLAIRE LTD	May/June City Connect Newsletter	\$	14,042.61
LANDSCAPE STRUCTURES INC	Playground Equipment - Olympia Park	\$	67,202.48
LANGUAGE LINE SERVICES INC	2025 Translation and Interpretation Services for the year	\$	419.82
LAWSON PRODUCTS INC	Locate Paint; Water	\$	372.96
LEAGUE OF MN CITIES	2025 Annual Conference - CM Ford	\$	275.00
LEAGUE OF MN CITIES INSURANCE TRUST-CLAIMS	Workers comp insurance claim	\$	13,699.96
LEAGUE OF MN CITIES INSURANCE TRUST-CLAIMS	Blaine/Atlantic Funding LLC Agreement	\$	155,802.60
LUTHER BROOKDALE CHEVROLET	Distracted driving truck - programming and repair	\$	574.95
MANSFIELD OIL COMPANY	Unleaded Fuel - City Fleet	\$	5,086.15
MARTIN MARIETTA MATERIALS	Patching Material for Streets	\$	154.07
MC TOOL & SAFETY SALES	Safety Vests: Streets	\$	99.60
MC TOOL & SAFETY SALES	Safety Gear; New Water Employee; Kelsey Feirer	\$	682.97
MENARDS - BLAINE	Multitool/Crimper/Cable; Water N2501	\$	324.84
MENARDS - BLAINE	Training building supplies	\$	4.98
MENARDS - BLAINE	Tubs/Stretch Ties: Mechanic Shop Supplies	\$	82.40
MENARDS - BLAINE	Batteries/Bulbs: BBC Restrooms/Parks	\$	96.77
MENARDS - BLAINE	Credit	\$	(236.93)
MENARDS - BLAINE	2025 Capital; Tire & Pallet Racking	\$	169.00
MENARDS - BLAINE	Curb Stop Repair parts: Water	\$	20.97
MENARDS - BLAINE	Batteries, hose, extension cord reel	\$	165.98
MENARDS - BLAINE	Batteries, air filters, seal lid	\$	76.16
METRO AREA MANAGEMENT ASSOCIATION	March 27 and Feb 27 MAMA Mtgs - Wolfe	\$	35.00
METRO AREA MANAGEMENT ASSOCIATION	March 27 and Feb 27 MAMA Mtgs - Wolfe	\$	35.00
METRO SALES INCORPORATED	Copier Support and Maintenance	\$	4,806.23
METRO SALES INCORPORATED	Copier Support and Maintenance	\$	488.39
METRO SALES INCORPORATED	Copier Support and Maintenance	\$	631.23
METROPOLITAN COUNCIL	MCES 2025 WASTEWATER SERVICES	\$	473,304.10
METROPOLITAN COUNCIL	APRIL 2025 SAC	\$	44,282.70
MIDWAY FORD COMPANY	2025 Capital; Light Duty Pickup w/Plow & Special Eq #4660	\$	57,360.03

MIDWAY FORD COMPANY	Serp Belt/AC Hose; Vehicle 5238	\$	63.50
MILLER MENDEL INC	Investigations Background Software	\$	4.50
MILLER MENDEL INC	Investigations Background Software	\$	22.50
MINGER CONSTRUCTION CO INC	Lift Station 13 Force Main-Phase 2, I/P 23-30 (U2330)	\$	53,464.29
MINNESOTA EQUIPMENT - ROGERS	Operator Manual; Tractor 1276	\$	183.81
MINNESOTA MUNICIPAL UTILITIES ASSOCIATION	Remainder of quarterly contract for safety	\$	9.00
MINNESOTA OCCUPATIONAL HEALTH	Audiogram Testing and New Hire Physical	\$	514.00
MINNESOTA OCCUPATIONAL HEALTH	Audiogram Testing and New Hire Physical	\$	88.00
MINUTE MAKER SECRETARIAL	Minute Maker Secretarial	\$	172.00
MN DEPT OF LABOR AND INDUSTRY	April 2025 State Surcharge	\$	4,234.67
MN HEATING AND COOLING LLC	HVAC Permit Refund B25-01159 80% - Homeowner cancelled job	\$	120.00
MP NEXLEVEL LLC	Fiber Optic Run at WTP #4	\$	562.00
MPCA	Hazardous Waste Fee; Mechanic Shop	\$	464.48
MTI DISTRIBUTING INC	B/O Connection Deck - Mower 2411	\$	534.71
MTI DISTRIBUTING INC	Deck; Mower 2411	\$	501.05
MTI DISTRIBUTING INC	Tie Rods/Ball Joint; Mower 2431	\$	714.62
MTI DISTRIBUTING INC	Wiper Blades; PW Stock	\$	177.95
NORTH COUNTRY CHEVROLET	2025 Chevrolet Tahoe patrol vehicle replacement	\$	52,997.28
NORTH COUNTRY CHEVROLET	2025 Chevrolet Tahoe patrol vehicle replacement	\$	52,997.28
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NORTH COUNTRY CHEVROLET	2025 Tahoe Patrol Vehicle	\$	52,997.28
NORTHERN SANITARY SUPPLY CO INC	Mop Combo/Cleaners - Parks	\$	558.53
NORTHLAND CAPITAL EQUIPMENT FINANCE	Fitness Equipment Lease	\$	904.64
NUSS TRUCK & EQUIPMENT	Filters: Plow 1298	\$	133.49
NUSS TRUCK & EQUIPMENT	Filters: PW Stock	\$	662.82
OFFICE OF MNIT SERVICES	Telephone and Internet Service	\$	178.14
OPTIMIZED ELECTRICAL SOLUTIONS	Install amp/wire and elec permit to data room	\$	3,680.00
O'REILLY AUTOMOTIVE INC	Filters: PW Stock	\$	101.60
O'REILLY AUTOMOTIVE INC	Filters/Wiper Blades; PW Stock	\$	208.40
O'REILLY AUTOMOTIVE INC	Filters/Wiper Blades; PW Stock	\$	52.18
O'REILLY AUTOMOTIVE INC	Air Filter; Vehicle 5304	\$	17.61
O'REILLY AUTOMOTIVE INC	Oil; PD/Freshener: PW	\$	34.56
O'REILLY AUTOMOTIVE INC	Oil; PD/Freshener: PW	\$	191.76
O'REILLY AUTOMOTIVE INC	Wiper Blades/filters; PW Stock	\$	265.90
O'REILLY AUTOMOTIVE INC	Oil Pan/Seal: Truck 3398	\$	108.91
O'REILLY AUTOMOTIVE INC	Wiper Blades/filters; PW Stock	\$	27.59
PEERLESS NETWORK INC	Telephone Service	\$	1,000.64
PEKA JEAN	Home Improvement Grant Reimbursement	\$	1,334.00
PLAISTED COMPANIES INC	Black Dirt; Park Restoration	\$	1,014.95
PLANT & FLANGED EQUIPMENT CO	Filter Drain Parts; WTP 3	\$	32.80
PLANT & FLANGED EQUIPMENT CO	Filter Drain Parts; WTP 3	\$	26.80
PLANT & FLANGED EQUIPMENT CO	Filter Drain Parts; WTP 3	\$	5,808.90
PRECISE MRM LLC	2025 PW GPS Management	\$	1,660.00
PRINT CENTRAL	Corrected Nameplate for Park Board Member Amanda Tschakert	\$	51.40
PRO-TEC DESIGN INC	Program users	\$	61.00
PRO-TEC DESIGN INC	Fire alarm monitor	\$	213.61
REPUBLIC SERVICES #894	Shredding for Recycling Saturday Events	\$	1,027.13
RICHARD ALAN PRODUCTIONS	Entertainment for Bday Lunch	\$	275.00
RIDGEWAY & ASSOCIATES	PD Mental Wellness Program 2025	\$	3,440.00
ROCK SOLID PLUMBING LLC	Contractor Applied For Residential Instead Of Commercial Permit	\$	60.00
ROSE MUSIC SERVICES	Entertainment for Bday Lunch	\$	150.00
SAM'S CLUB/SYNCHRONY BANK	Food for spring breakfast	\$	112.58
SAM'S CLUB/SYNCHRONY BANK	Items for volunteer appreciation event/ice cream	\$	199.54
SAM'S CLUB/SYNCHRONY BANK	Items for ladies, coffee, creamer	\$	225.76

SAXON FLEET SERVICES	2025 Capital; Parks Medium Duty Garbage Truck #2451	\$ 57,277.00
SHADE TREE CONSTRUCTION INC	Escrow Refund - 3018 127th LN NE	\$ 5,200.00
SLIPSTREAM GROUP INC	MH Replacement Feasibility Study	\$ 399.75
SNAP-ON INDUSTRIAL	Wrench/Socket Sets/Software updates: Mechanic Shop	\$ 1,378.00
STERICYCLE INC	April 2025 Shred It	\$ 144.31
SUNDGAARD JOSHUA	Expense Reimbursement for travel	\$ 16.97
SZYPLINSKI RICHARD J	Entertainment for Bday Lunch	\$ 150.00
THE WILD HARE BLAINE LLC	The Wild Hare Loan, RES 25-60	\$ 75,000.00
TRANE US INC	Boiler overhaul	\$ 10,217.00
TREVIPAY	Credit	\$ (145.29)
TREVIPAY	Hitches/Flashlights: Water Dept	\$ 221.28
TRI-STATE BOBCAT INC	Studs/D Rings; Skit Steer #2305	\$ 373.77
TRI-STATE BOBCAT INC	Oil/Air Filters: PW stock	\$ 322.23
TRI-STATE BOBCAT INC	Oil/Air Filters: PW stock	\$ 74.30
TRI-STATE BOBCAT INC	Filters: PW Stock	\$ 62.18
VARI SALES CORPORATION	monitor arms	\$ 247.50
VOLUNTEERS OF AMERICA	Van drivers and volunteer meals	\$ 200.00
WALTERS RECYCLING & REFUSE INC	Garbage and Recycling Contract	\$ 481,061.49
WATER CONSERVATION SERVICES INC	Water Main Leak Detection 4/4/25	\$ 391.00
WIENS BRIAN	Airfare to Chicago for Training	\$ 476.97
WSB & ASSOCIATES INC	Zest St Final Design & Construction Services, I/P 25-04 (T2504)	\$ 5,349.00
WSB & ASSOCIATES INC	Engineering Svcs TH65 Frontage Rd Utility Improvement, I/P 21-01	\$ 2,320.00
XCEL ENERGY	4125 109th Ave NE - Signal	\$ 52.88
XCEL ENERGY	4131 Pheasant Ridge DR NE - Monument	\$ 11.90
XCEL ENERGY	4206 Woodland Pkwy NE - Signal	\$ 53.16
XCEL ENERGY	10563 Packard St NE - Siren	\$ 9.97
ZAHL-PETROLEUM MAINTENANCE COMPANY	Sensor Repair - Mechanic Shop Hoist	\$ 3,905.00
ZAYO GROUP LLC	Telephone Service	\$ 1,794.75
ZIEGLER INC	Repairs to Excavator #4601	\$ 1,671.29
		\$2,441,231.12

CITY OF BLAINE

**SUBSET OF PAYMENTS BETWEEN \$20,000 AND \$50,000 FROM THE SCHEDULE OF BILLS PAID
APPROVED ON 06/02/2025 FOR PAYMENTS THE WEEK OF 05/16/2025**

Vendor Name	Description	Amount
ECKBERG LAMMERS PC	2025 Prosecution Fees for the entire year	\$ 23,373.59
METROPOLITAN COUNCIL	APRIL 2025 SAC	\$ 44,282.70



City of Blaine

City Council Workshop

May 19, 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 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; Deputy Police Chief Joe Gerhard; Finance Director Jason Zimmerman; Director of Administrative Services Scott Johnson; Public Works Director Nick Fleishhacker; City Attorney Tom Loonan; Project Engineer Brent Larson; Deputy Fire Marshal Todd Miller; and City Clerk Catherine Sorensen.

3. New Business

- 3.1.** 2025-114 City of Blaine Utility Cost Savings Project
Sponsors: Scott Johnson, Director of Administrative Services

Director of Administrative Services Johnson stated staff was directed at the May 5, 2025, city council workshop to work with the consultant to bring forward two project options for the utility cost savings project. Option A includes the installation of solar panels on the roof at water treatment plant #4. Option B does not include the installation of solar panels on the

roof at Water Treatment Plant #4. Eliminating the solar panels from the project reduces total savings with the project by \$1 million. Staff recommends moving forward with the investment grade audit and moving forward in the process with Option A to take advantage of the \$1 million in savings. It was noted that project saving would cover the cost for the investment grade audit.

Councilmember Massoglia questioned what projects would be completed with the \$900,000 option. Mr. Johnson explained this would include everything, except the solar project.

Councilmember Larson commented on how technology changes and evolves quickly. She indicated the investment in solar panels worried her because 20 years from now the technology would be very different and did not support moving the city down a path that would become too heavy in the future. Mr. Johnson indicated once the city reaches the 20-year agreement, the city could remove the solar panels or replace the panels with new technology.

City Manager Wolfe discussed the guaranteed savings from McKinstry and noted they were recommending a solar solution that would be constructed on the roof. She reported this solar installation would have to produce the savings that are projected through the audit process and if it does not, then McKinstry would have to provide the savings to the city.

Councilmember Ford stated he supported Option A moving forward given the amount of savings that would be provided to the city.

Councilmember Newland indicated he received clarification on this topic after meeting with Mr. Johnson. He explained that overall he supported the energy savings, but the question was to what level. He reported that in looking at the number of buildings the city has, he could support the proposed energy savings, noting the savings dollars could be directed elsewhere. He commented on the companies that were doing solar noting these companies were quite aggressive when pursuing savings for their clients. He was of the opinion that there were strong benefits to the city being more energy efficient. He supported the city moving forward with Option A and the investment grade audit.

Councilmember Robertson stated she did not support Option A or B. She did not believe anyone was against a shift into energy efficiency, but explained this was a policy decision that would have to be made by the council. She indicated that after coming out of the last budget cycle, these types of projects were to be pre-funded. She understood this project was a hybrid type of project, but she felt this was a piece of a larger puzzle that the council has not had a chance to review and discuss. She explained she had a problem with spending money to save money, noting the solar panels would not last forever, neither would irrigation or HVAC systems. She indicated the council has worked to dialogue an overarching energy-efficient mindset but this topic always dies. She reported if this project were to move forward, the city would be agreeing to these types of improvements long term. She recommended the council look at the bigger picture with a broader lens that looks out 10 to 15 years and said while she appreciated the presentation from McKinstry, she was of the opinion the plan felt disjointed and stated she would not be supporting this project moving forward.

Councilmember Massoglia commented that out of the two options, he preferred the no

solar option. He indicated he did not understand solar because it only lasts 25 years and then another investment would have to be made. He explained he was hesitant on this moving forward because it was not included in the city's Capital Improvement Plan (CIP). He reported this project could be added to the CIP going forward. He was of the opinion staff had enough expertise to change out lighting controls, window film, and irrigation systems for water conservation purposes. He stated when the city looked at the amount of money that was being spent on the facilities team, he believed these individuals could install motion sensors and LED light bulbs. He did not believe it made sense to pay consultants to complete this work. He understood there would be ongoing costs and was not comfortable with this.

Mr. Johnson shared that facilities staff were not mechanical engineers and were not looking for energy upgrades day in and day out but were tasked with completing maintenance projects as requested.

Deputy Fire Marshal Todd Miller reported this was the case. He explained he and his team were completing many reactionary projects when things break down and would like to see his department being more proactive. He stated the savings would be large and there was still more work that could be done with the building automation system. He reported the proposed project would complete everything all at once, versus being done through piecemeal projects over time. He indicated there were four individuals in the facilities department and these individuals were responsible for maintaining six buildings. He commented on how the data collected by McKinstry was valuable because his staff did not include engineers.

Councilmember Massoglia stated he supported the city completing these projects in a piecemeal manner. He explained the city can better understand what was going on and what the savings would be. He said he would rather these projects come to the council and policy discussions held on what items should be taken on and what should not. Mr. Miller commented this would increase the CIP and likely not receive approval from the council. He discussed the cost for a new building automation system and noted the city would be incurring another large expense to replace all florescent light bulbs in the city because they could no longer be purchased. He was of the opinion this program would benefit the city to complete these projects all at once, versus piecemeal and would also help with the facilities budget going forward.

Councilmember Robertson questioned how the math worked on either option with the city having no contribution. Mr. Johnson reported the tax credits would cover the upfront expenditures.

Councilmember Robertson indicated she could not commit to this project because there were so many things the council had to discuss regarding facilities prior to approving a project like this. She reported the city council has not been presented with a long-term facilities capital plan and it was hard to make a decision without this information. Ms. Wolfe explained she worked very hard to help inform this presentation. She indicated staff had been asked to find ways to save money and this project was brought forward to save money without using city tax dollars or utility funds. She reported the proposed project would use tax credits and grant funding. She stated this project was not in the CIP because there was not enough money within the CIP to complete these projects, nor did staff have the

expertise to identify projects that will save money with energy that could then fund these other projects.

Councilmember Larson questioned if the grants would be available through Option B. Mr. Johnson reported there would still be grant opportunities available to the city.

Councilmember Larson indicated she could support the city moving forward with Option B, without the solar project.

Mayor Sanders inquired if an option had to be identified before moving forward with the audit. Adam Seidel, McKinstry, walked through the mechanics of this project and noted no dollars from the city would be required for the investment grade audit. He reported the council could opt not to move forward with the solar option. He stated if Option B were to move forward, the analysis for the solar would not be done.

Mr. Johnson explained no city contribution would be required up front. He stated Option B would have the city realizing \$50,000 in annual savings for utility costs, in addition to the tax credits.

Community Development Director Thorvig questioned how the \$900,000 cost would be paid. Mr. Seidel explained he would put out an RFP to have a national capital partner provide the financing and this would be matched to the guaranteed savings each year. The savings each year would then be used cover the payback of the financing and any savings over and above would belong to the city.

Mayor Sanders asked if the city holds this financing or would it be carried by McKinstry. Mr. Seidel reported the city would own the financing along with the assets. He explained a tax exempt lease would not sit on the city's tax rolls or debt caps.

Councilmember Massoglia questioned if the window film stops working after five to ten years, who would pay to replace the film. Mr. Seidel reported if this was a warranty issue, the film would be replaced and if there was a differential in savings, this would be covered by McKinstry. He stated McKinstry would manage the warranties for the products installed for 20 years.

Councilmember Massoglia inquired if McKinstry would be measuring the cost savings year after year. Mr. Seidel explained McKinstry would be completing a measurement verification every year that would be presented to the city council in order to present the savings that were achieved.

Councilmember Ford stated he did not believe the council should be afraid of solar just because they did not understand it. He indicated he did not want to micromanage staff on this project, but rather supported staff's recommendation. He supported letting the department heads and staff move forward with Option A.

Councilmember Larson questioned why every windmill had been turned off when she drove through Iowa last week and suggested there were downsides to solar, especially given the investment that would be required to replace the solar in 20 years. Mr. Seidel discussed how wind machines were rotated out of the wind when wind speed reached a level that was too

high. He reported this was done in order to protect the blades on the wind machines. He indicated this was normal operation then explained for the solar portion of this project, McKinstry would guarantee the solar savings for 20 years, and the solar manufacturers would guarantee the solar output for 25 years. He commented if the council was unsure about solar, this would be a great mechanism to capture the savings because it comes in a guaranteed package. He reported the city would see \$1 million in savings without having to make the investment.

Councilmember Massoglia asked how long McKinstry has been in business. Mr. Seidel stated McKinstry has been in business for the past 60 years, doing this exact same work.

Councilmember Larson inquired how the city would get new solar panels in 20 years.

Mayor Sanders reported this would require a discussion among the city council in 20 years.

Councilmember Larson did not support setting a future council up for a huge CIP expense.

Councilmember Massoglia indicated this was the reason he did not support this project moving forward. Ms. Wolfe reported if the solar panels were not functioning in 20 to 25 years, the solar panels could be removed when the roof was replaced on the water treatment plant. Mr. Seidel indicated the water treatment plant had an enhanced roof that was all set up for solar.

Mayor Sanders requested the finance director review through the mechanics of this project. Finance Director Zimmerman explained the city would have a lease obligation that looks like debt on the financial statements except this payment would not be on the debt summary. The city council would have to determine how this payment would be made, whether through the levy or utility rates.

Councilmember Massoglia commented he did not understand why the roof on the water treatment plant would have to be replaced in 20 to 25 years.

Mayor Sanders requested direction from the council on how to proceed with this item.

Councilmember Newland indicated he supported Option A moving forward.

Councilmember Larson supported Option B moving forward.

Councilmember Ford commented he supported Option A, noting he was not very supportive on the roof replacements because this would be an extra expense.

Mayor Sanders explained he liked the idea of the proposed energy savings for the next 20 years. Mr. Seidel clarified these were guaranteed savings and noted most of the projects completed by McKinstry overachieve, which meant the city would see additional savings.

Mayor Sanders questioned what the debt obligation looks like for the city over the next five to ten years. Mr. Zimmerman indicated staff was working on a debt plan to prefund projects as much as possible. He stated there was a long list of requests across the street for capital equipment, streets and other projects. He commented on how this project was somewhat

intertwined.

Councilmember Massoglia indicated he did not support this project moving forward and recommended the facilities staff look into moving forward with lighting replacements, window film, water conservation efforts and building envelope improvements.

Mayor Sanders stated he was not in favor of moving forward with the project at this point in time, adding it was a timing issue for him.

Councilmember Robertson reiterated she did not support the project.

Council consensus was to not move forward with the investment grade audit with McKinstry.

3.2. 2025-115 Information on City-Owned Lot Near City Hall on Town Square Drive
Sponsors: Erik Thorvig, Community Development Director

Mr. Thorvig stated in the early 2000s, the City of Blaine EDA acquired 70+ acres of property at the southeast corner of 109th and Radisson Road for future development. The city solicited development requests for proposals for the future "Blaine Town Square". Development occurred in the early 2000s, which included various commercial/office projects; senior apartments, townhomes, city park and city hall. Due to the recession in 2008, development stalled, which resulted in the townhome project not being completed and the city holding 7+ acres of land on the south portion of the development. In 2019, the city sold 1.73 acres of the original 7-acre parcel south of Town Square Drive for the Synergy Center office development. The remaining land the city owns is a 5.66-acre parcel. A majority of the parcel is vacant with a portion being used for the community garden.

Mr. Thorvig explained the EDA acquired the 70+ acre property for \$1,107,200. Parcels were sold by the EDA for development and any proceeds were used to cover acquisition costs and any other investment to develop the property. The vacant lot in front of city hall on Town Square Drive was transferred from the EDA to the City. Because previous financial obligations have been satisfied, any proceeds from the sale would be available to the city to use at their discretion. If sold for commercial purposes, the land would be valued between \$2.4 to \$3+ million. Land value for residential development would vary depending on the product type and number of units.

Mr. Thorvig reported the site was included in the 105th Avenue Redevelopment Visioning discussion in 2022. Concepts showed either an expansion of the office uses that exist adjacent to the parcel, open space, and/or residential use. The City hasn't openly marketed the parcel, but staff have included it in various site searches that developers complete. The site is zoned Development Flex and guided for Neighborhood Commercial in the Comprehensive Plan. The zoning and/or land use could be changed depending on the council's desire for the site and/or a development proposal. Most recently, staff have explored the potential expansion of the 105th Avenue Tax Increment Financing (TIF) District to include this parcel. Development of the parcel would generate additional TIF revenue for the 105th Avenue Redevelopment District, if needed for future projects within the District.

Further analysis and due diligence are currently being completed. The purpose of the workshop discussion is to inform the City Council of the status of the property. It was noted no specific direction is requested, and future workshop discussions will occur around the future use and approach for the sale of the property.

Councilmember Larson asked if the city has received any interest in this property. Mr. Thorvig indicated the property is not actively being marketed but noted staff receives site requests from time to time but to date nothing has been the right fit.

Councilmember Newland inquired if the original concept plan included a medical complex. Mr. Thorvig reported that in 2022, prior to going through the RFP process, the council and staff hired a firm to put together a vision for the 105th area and this property was included.

Mayor Sanders appreciated how the city could drive what developed on this property because the city owns the land. He was hopeful this property could play a role in the 105th development as well.

3.3. 2025-116 Proposed City Hall Parking and Storage Facility
Sponsors: Mark Boerboom, Captain, Todd Miller, Deputy Fire Marshal, Brent Larson, Project Engineer

Mr. Johnson explained staff presented information to the city council at the January 22, 2025, workshop on the proposed city hall parking and storage facility. City hall, police department and public works garages and storage are now at capacity. Council requested additional background information regarding current proposed parking and storage facility locations. Tours of the existing parking and storage facility were offered to the city council. Four councilmembers were able to tour the current facility. Next steps would include further refining the scope of the project and obtaining quotes for a consultant to prepare a project cost estimate to be used for budget and capital planning.

Project Engineer Larson discussed the alternate locations that were available for additional parking and storage. He stated the site north of the existing cold garage was the leading site originally, but this site may be used for a fire station. He commented the soils and wetlands in this area make this site pretty tight. He reported the next site that was looked at was directly behind the cold storage building, but building at this location would have more wetland impacts. He commented the last site was in the southeast corner of the parking lot. He indicated this location would meet the needs of the city for the next 10 to 15 years. He indicated this site could provide for a climate controlled/secured access area for the voting equipment. He reported this location would have no impact on the wetlands. He commented further on the estimated costs for the proposed parking and storage facility. Staff requested additional discussion and evaluation of the proposed locations.

Mayor Sanders asked if the site shown in yellow was more appealing now that the fire station would be located elsewhere. Mr. Larson stated this location would be a little tight and would cost more to construct, given the soil conditions. He indicated the flow of traffic would be less than ideal from this location and for this reason, he preferred the site at the southeast corner of the parking lot.

Councilmember Larson explained she wondered the same thing and thanked staff for the detailed information on each of the potential building sites.

Councilmember Robertson stated she believed the site at the southwest corner of the parking lot was the best option. She indicated she could support staff pursuing quotes for the project, but wanted the council to still have a deeper discussion on the city's needs and wants for this facility.

Council consensus was to support obtaining quotes to prepare a cost estimate but stressed any resulting project would be based on needs and not wants.

4. Other Business

None.

5. Adjournment

The workshop was adjourned at 6:58PM.



City of Blaine

City Council

May 19, 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 7:06PM 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 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; Deputy Police Chief Joe Gerhard; Finance Director Jason Zimmerman; Director of Administrative Services Scott Johnson; City Attorney Tom Loonan; Public Works Director Nick Fleishhacker; and City Clerk Catherine Sorensen.

4. Awards - Presentations - Organizational Business

- 4.1. 2025-117 National Public Works Week Proclamation
Sponsors: City Council

Mayor Sanders read a proclamation in full for the record declaring May 18 through May 24 to be National Public Works Week in the City of Blaine and thanked all public works staff for their outstanding work.

5. Communications

None.

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 7:09PM.

Tom Madigan, 12037 Vermillion Street NE #C, explained he was concerned with how the pond across from his property had completely algaeed over. He indicated he was concerned with the potential odor and how his property values would be adversely impacted. He requested the City budget funds for the pond cleanup.

There being no further input, Mayor Sanders closed the Open Forum at 7:10PM.

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 Massoglia requested the removal of consent agenda Item 7.5 for further discussion.

Councilmember Newland said he would be abstaining from approval of Schedule of Bills Paid.

Moved by Councilmember Newland, seconded by Councilmember Robertson, that the following items on the Consent Agenda be approved as amended, removing Item 7.5 for further discussion.

Motion adopted 5-0-1 (Councilmember Newland abstained).

7.1. 2025-118 Schedule of Bills Paid
Sponsors: Jason Zimmerman, Finance Director

7.2. 2025-119 Approval of Minutes
Sponsors: Cathy Sorensen, City Clerk

7.3. 2025-120 Motion to Approve a Tobacco and Tobacco Products License for RMA Investments dba X-Golf, 298 Northtown Drive NE

Sponsors: Cathy Sorensen, City Clerk

- 7.4.** ORD 25-2576 Second Reading of Ordinance to Amend Article VIII.- Legalized Gambling Sec. 22-383. Lawful Gambling and 22-384. Additional Regulations

Sponsors: Cathy Sorensen, City Clerk

- 7.5.** RES 25-84 Resolution to Approve a Premise Permit for Lawful Gambling Activity for Community Charities of Minnesota at X-Golf located at 298 Northtown Drive NE

Sponsors: Cathy Sorensen, City Clerk

Councilmember Massoglia shared concerns with the proposed organization being located in Mankato and explained he preferred local organizations being approved for premise permits for lawful gambling activities. For this reason, he recommended the request be denied.

Moved by Councilmember Massoglia, seconded by Councilmember Robertson, to deny a Resolution to Approve a Premise Permit for Lawful Gambling Activity for Community Charities of Minnesota at X-Golf located at 298 Northtown Drive NE.

Councilmember Newland indicated he supported the recommendation from Councilmember Massoglia.

Councilmember Ford stated he did not see any bearing on where the business was located, noting they would still be providing charitable gambling funds to the community.

Motion to deny passed 5-1 (Councilmember Ford opposed).

- 7.6.** 2025-121 Motion to Approve a Tobacco and Tobacco Products License for Holiday Stationstores, LLC located at 9305 Central Avenue NE

Sponsors: Cathy Sorensen, City Clerk

- 7.7.** 2025-122 Motion to Approve Carnival License for Amusement Attractions for the Blaine Festival

Sponsors: Cathy Sorensen, City Clerk

- 7.8.** 2025-123 Motion to Allow J.R. Stelzer Co. to Work on the Memorial Day Holiday, May 26, 2025, and Juneteenth Holiday, June 19, 2025, on Water Tower 2 Rehabilitation Project, Improvement Project U2315 (I/P 24-21)

Sponsors: Nick Fleischhacker, Public Works Director

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

None.

9. Development Business

9.1. ORD 25-2577 First Reading to Adopt an Interim Ordinance for a Moratorium on Accessory Dwelling Units (Case File No. 25-0018/SAS)

Sponsors: Sheila Sellman, Assistant Community Development Director

Community Development Director Thorvig stated an interim ordinance is being proposed to temporarily prohibit the construction and approval of both attached and detached accessory dwelling units (ADUs), in order to allow time for the completion of zoning research and the development of appropriate long-term policies. Staff noted one application for an ADU was presented to the city prior to this moratorium being put in place.

Declared by Mayor Sanders that Ordinance No. 25-2577, "First Reading to Adopt an Interim Ordinance for a Moratorium on Accessory Dwelling Units," be introduced and placed on file for second reading at the June 2, 2025 Council meeting.

10. Administration

10.1. RES 25-83 Resolution to Approve a Purchase From the SBM Fire Capital Fund

Sponsors: Michelle Wolfe, City Manager

City Manager Wolfe stated the SBM Fire Department is requesting the purchase of an engine and a rescue truck. This purchase is proposed to be funded through the SBM capital improvement fund that the city of Blaine manages on behalf of SBM fire and its member cities. She reviewed a memorandum from SBM Chief Dan Retka outlining a request to place orders for two pieces of equipment. The engine and rescue truck would replace existing units, and are consistent with the approved capital plan. Chief Retka presented this plan to the city council at the September 16, 2024 workshop, which was subsequently included in the formal capital improvement plan (CIP) adoption at the December 16, 2024 city council meeting.

Moved by Councilmember Newland, seconded by Councilmember Robertson, to adopt a Resolution to Approve a Purchase from the SBM Fire Capital Fund.

Motion adopted unanimously.

11. Other Business

Mayor Sanders and Councilmember Robertson supported the council adding Airbnb/VRBO and

short term rentals to an upcoming workshop meeting.

12. Adjournment

Moved by Councilmember Newland, seconded by Councilmember Robertson, to adjourn the meeting at 7:24PM.

Motion adopted unanimously.



City of Blaine Staff Report

File Number: RES 25-91

Agenda Date	Status
June 2, 2025	
In Control	File Type
City Council	Resolution

Approval of Consent Agenda: - Jerome Krieger, Sr. Recreation Manager

Agenda Item # 7.3

Resolution Approving a Temporary Road Closure for the 2025 Blaine Sizzling Summer Kickoff

Executive Summary

The Council is asked to approve a temporary road closure for the Blaine Sizzling Summer Kickoff on Town Square Drive NE for the event.

Background

The Blaine Parks and Recreation department will host its annual Sizzling Summer event on Saturday, June 7, 2025, from 10 pm to 4 pm. The event will include a craft fair, bands, food trucks, fire trucks, public works vehicles and police vehicles. Staff will coordinate the closure with Public Works and traffic control with Blaine Police Department. To provide a safe environment and accommodate the activities, staff is proposing the closure of Town Square Drive NE in front of city hall from 7 am to 6 pm.

Strategic Plan Relationship

This action relates to collaboration and engagement of the strategic plan by providing an inclusive, engaged and involved community.

Board/Commission Review

None

Financial Impact

None

Public Outreach/Input

None

Staff Recommendation

By motion, adopt a resolution approving the temporary road closure of Town Square Drive NE from 108th Lane NE to Town Square Drive NE on Saturday, June 7, 2025.

Attachment List

1. Sizzling Summer layout 2025



City of Blaine

Signature Copy

Resolution: RES 25-91

Resolution Approving a Temporary Road Closure for the 2025 Blaine Sizzling Summer Kickoff

WHEREAS, the Blaine Sizzling Summer Kickoff is a large public event that brings hundreds of people to the City of Blaine each year; and

WHEREAS, the City Emergency Management staff has identified the need to work with Parks and Recreation to create a security plan; and

WHEREAS, the Blaine City Council is cognizant of providing regulation of vehicular traffic in a safe and responsible manner; and

WHEREAS, City Code requires a resolution authorizing temporary road closures; and

WHEREAS, the temporary road closures will not adversely affect traffic safety; and

WHEREAS, public safety is paramount for all involved, including attendees and residents.

NOW, THEREFORE, BE IT RESOLVED that the Blaine City Council hereby authorizes Incident Command the ability to implement/conduct the following security and safety elements for the Blaine Sizzling Summer Kickoff:

1. Temporary road closure of Town Square Drive NE from 108th Lane NE to Town Square Drive NE on Saturday, June 7, 2025.

PASSED by the City Council of the City of Blaine on this 2nd day of June 2025.



City of Blaine

Signature Copy

Ordinance:

Resolution Approving a Temporary Road Closure for the 2025 Blaine Sizzling Summer Kickoff

WHEREAS, the Blaine Sizzling Summer Kickoff is a large public event that brings hundreds of people to the City of Blaine each year; and

WHEREAS, the City Emergency Management staff has identified the need to work with Parks and Recreation to create a security plan; and

WHEREAS, the Blaine City Council is cognizant of providing regulation of vehicular traffic in a safe and responsible manner; and

WHEREAS, City Code requires a resolution authorizing temporary road closures; and

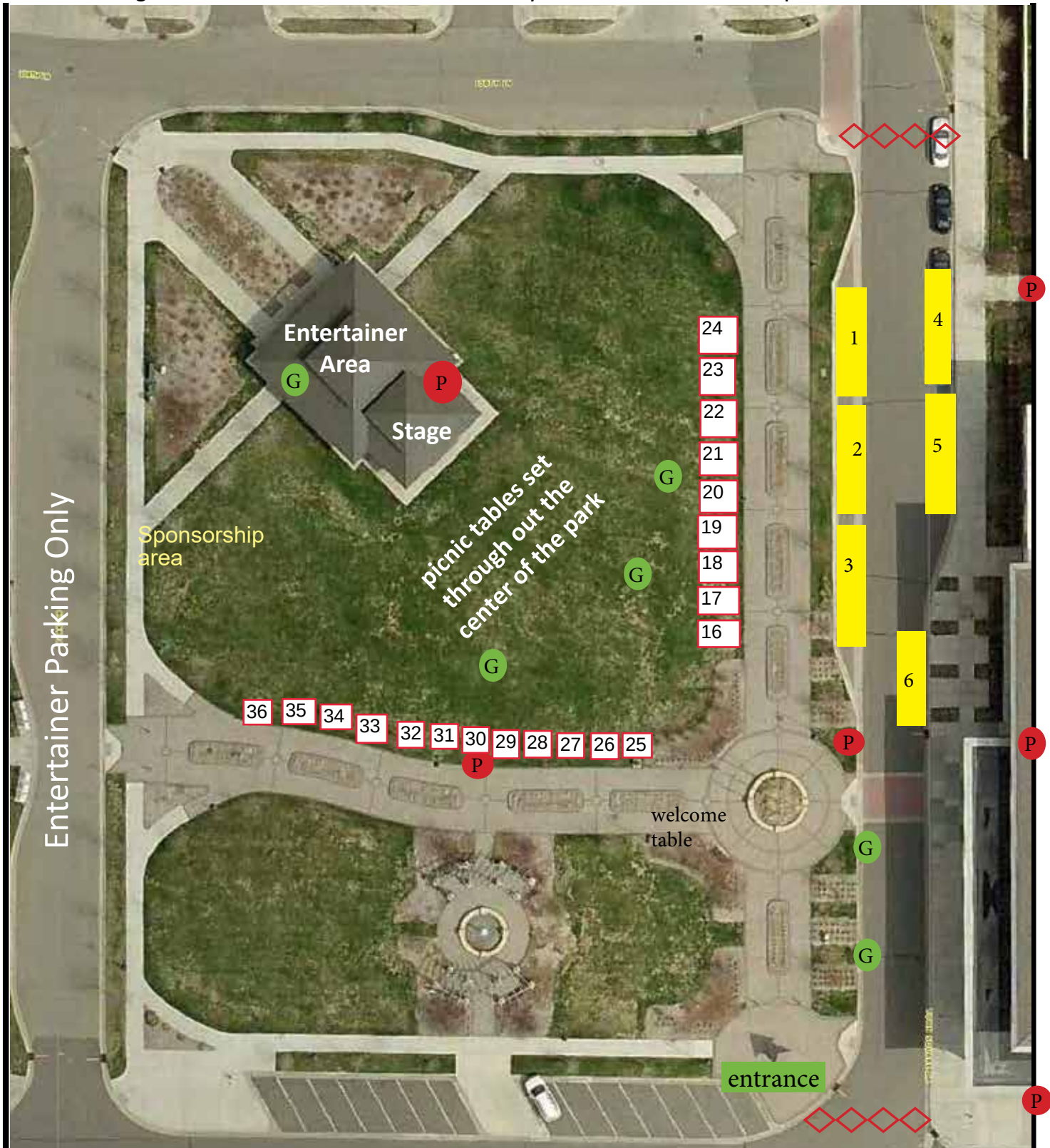
WHEREAS, the temporary road closures will not adversely affect traffic safety; and

WHEREAS, public safety is paramount for all involved, including attendees and residents.

NOW, THEREFORE, BE IT RESOLVED that the Blaine City Council hereby authorizes Incident Command the ability to implement/conduct the following security and safety elements for the Blaine Sizzling Summer Kickoff:

1. Temporary road closure of Town Square Drive NE from 108th Lane NE to Town Square Drive NE on Saturday, June 7, 2025.

PASSED by the City Council of the City of Blaine on this 2nd day of June 2025.



FOOD TRUCKS

1. Sincerely Eats
2. Cornerstone
3. Grandpa Mike's Pizza
4. Ekbon Concessions
5. El Norte
6. KCM Eggroll
7. Taste and See Shave Ice

- 16.
- 17.
- 18.
- 19.
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- 30.

- 34.
- 35.
- 36.

map is not to scale*
P=power outlet G=Garbage



City of Blaine Staff Report

File Number: RES 25-92

Agenda Date	Status
June 2, 2025	
In Control	File Type
City Council	Resolution

Approval of Consent Agenda: - Jerome Krieger, Sr. Recreation Manager

Agenda Item # 7.4

Resolution Approving Temporary Road Closures for the 2025 Blaine Festival and Parade

Executive Summary

The Council is asked to approve a temporary road closure for the Blaine Festival Parade on Jefferson Street and Central Avenue for the Festival.

Background

The Blaine Festival Committee has submitted a special event license to hold a parade on Saturday, June 28, 2025, from 12 pm to 2:30 pm. The parade will include floats, bands, fire trucks and police vehicles. Staff will coordinate the closure with Public Works, Anoka County and traffic control with Blaine Police Department. To provide a safe environment and accommodate the activities, staff are also proposing to close Central Avenue south of the Village Bank parking lot.

Strategic Plan Relationship

This action relates to collaboration and engagement of the strategic plan by providing an inclusive, engaged and involved community.

Board/Commission Review

None

Financial Impact

None

Public Outreach/Input

Letters will be sent out to the residents within a radius of the parade route.

Staff Recommendation

By motion, adopt a resolution approving the temporary road closure of Jefferson Street from Oak Park Boulevard to Territorial Road on Saturday, June 28, 2025. Also, close Central Avenue from south of Village Bank to the Mary Ann Young Center for June 27 to June 29, 2025.

Attachment List

1. Blaine Festival Parade Map Printout



City of Blaine

Signature Copy

Resolution: RES 25-92

Resolution Approving Temporary Road Closures for the 2025 Blaine Festival and Parade

WHEREAS, the Blaine Festival Parade is a large public event that brings thousands of people to the City of Blaine each year; and

WHEREAS, the City Emergency Management staff has identified the need to work with event organizers to create a security plan; and

WHEREAS, the Blaine City Council is cognizant of providing regulation of vehicular traffic in a safe and responsible manner; and

WHEREAS, City Code requires a resolution authorizing temporary road closures; and

WHEREAS, the temporary road closures will not adversely affect traffic safety; and

WHEREAS, public safety is paramount for all involved, including attendees and residents.

NOW, THEREFORE, BE IT RESOLVED that the Blaine City Council hereby authorizes Incident Command the ability to implement/conduct the following security and safety elements for the Blaine Festival Parade and Festival:

1. Temporary road closure of Jefferson Street from Oak Park Boulevard to Territorial Road on Saturday, June 28, 2025.
2. Temporary road closure of Central Avenue from south of Village Bank to the Mary Ann Young Center for June 27 to June 29, 2025.

PASSED by the City Council of the City of Blaine on this 2nd day of June 2025.



City of Blaine

Signature Copy

Ordinance:

Resolution Approving Temporary Road Closures for the 2025 Blaine Festival and Parade

WHEREAS, the Blaine Festival Parade is a large public event that brings thousands of people to the City of Blaine each year; and

WHEREAS, the City Emergency Management staff has identified the need to work with event organizers to create a security plan; and

WHEREAS, the Blaine City Council is cognizant of providing regulation of vehicular traffic in a safe and responsible manner; and

WHEREAS, City Code requires a resolution authorizing temporary road closures; and

WHEREAS, the temporary road closures will not adversely affect traffic safety; and

WHEREAS, public safety is paramount for all involved, including attendees and residents.

NOW, THEREFORE, BE IT RESOLVED that the Blaine City Council hereby authorizes Incident Command the ability to implement/conduct the following security and safety elements for the Blaine Festival Parade and Festival:

1. Temporary road closure of Jefferson Street from Oak Park Boulevard to Territorial Road on Saturday, June 28, 2025.
2. Temporary road closure of Central Avenue from south of Village Bank to the Mary Ann Young Center for June 27 to June 29, 2025.

PASSED by the City Council of the City of Blaine on this 2nd day of June 2025.

Blaine Festival Parade Map



BlaineMN.gov

N



Parade Start

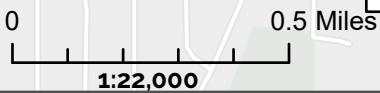
Check in Area

All Parade Participants
Except Bands Enter at
Paul Parkway

Band Buses
Enter at 117th Ave.

Parade End-
Float Tear
Down

Madison Elem.
School



- First Aid
- Restroom
- Information Booth
- Enter Road
- Parade Route



City of Blaine Staff Report

File Number: 2025-129

Agenda Date	Status
June 2, 2025	
In Control	File Type
City Council	Motion

Approval of Consent Agenda: - Jason Zimmerman, Finance Director

Agenda Item # 7.5

Motion Authorizing Payment to Tyler Technologies for Software License, Technical Support, and Maintenance for the City's New World Financial System

Executive Summary

Staff request City Council approval for the 2025 payment of \$100,792.89 for the above-referenced software, in accordance with Blaine City Charter Section 6.05, which requires Council approval for all purchases or contracts exceeding \$50,000.

Background

Council is asked to approve payment to Tyler Technologies for support and maintenance of the City's Financial Management software. The system includes multiple software applications currently in use by the City: (1) Financial Management; (2) Payroll & Human Resources; (3) Utility Management; (4) Decision Support; and (5) eSuite. The current support agreement with Tyler Technologies expires June 30, 2025. The new agreement would extend coverage through June 30, 2026.

Strategic Plan Relationship

Maintenance and support of the City's financial software ensures reliable, well-maintained, and sustainable infrastructure.

Board/Commission Review

Not applicable

Financial Impact

Funding for licensing, technical support, and maintenance of the city's financial system was appropriated within the General Fund's Information Technology Department.

Public Outreach/Input

Not applicable

Staff Recommendation

By motion, approve the payment.

Attachment List

1. TylerInvoice045-518270



City of Blaine

Signature Copy

Resolution:

Motion Authorizing Payment to Tyler Technologies for Software License, Technical Support, and Maintenance for the City's New World Financial System



City of Blaine

Signature Copy

Ordinance:

Motion Authorizing Payment to Tyler Technologies for Software License, Technical Support, and Maintenance for the City's New World Financial System



tyler
technologies

Remittance:

Tyler Technologies, Inc
(FEIN 75-2303920)
P.O. Box 203556
Dallas, TX 75320-3556

Invoice

Invoice No	Date	Page
045-518270	06/01/2025	1 of 2

Questions:

Tyler Technologies- ERP & Schools
Phone: 1-800-772-2260 Press 2, then 1
Email: ar@tylertech.com



Bill To CITY OF BLAINE
10801 TOWN SQUARE DR NE
MINNEAPOLIS, MN 55449-8100

Ship To CITY OF BLAINE
10801 TOWN SQUARE DR NE
MINNEAPOLIS, MN 55449-8100

Cust No.-BillTo-ShipTo	Ord No	PO Number	Currency	Terms	Due Date
49814 - MAIN - MAIN	225360		USD	NET30	07/01/2025

Contract Date	Description	Units	Rate	Extended Price
Contract No.: Blaine, MN				
27/Jun/2019	SUPPORT & UPDATE LICENSING - User License to Site License Cycle: Start: 01/Jul/2025, End: 30/Jun/2026	1	11,450.65	11,450.65
27/Jun/2019	SUPPORT & UPDATE LICENSING - Asset Management Cycle: Start: 01/Jul/2025, End: 30/Jun/2026	1	2,108.03	2,108.03
27/Jun/2019	SUPPORT & UPDATE LICENSING - FM Base Suite Cycle: Start: 01/Jul/2025, End: 30/Jun/2026	1	13,548.75	13,548.75
27/Jun/2019	SUPPORT & UPDATE LICENSING - GASB Reporting Cycle: Start: 01/Jul/2025, End: 30/Jun/2026	1	3,914.90	3,914.90
27/Jun/2019	SUPPORT & UPDATE LICENSING - Project Accounting Cycle: Start: 01/Jul/2025, End: 30/Jun/2026	1	2,108.03	2,108.03
27/Jun/2019	SUPPORT & UPDATE LICENSING - PC Cash Register Interface Cycle: Start: 01/Jul/2025, End: 30/Jun/2026	1	2,108.03	2,108.03
27/Jun/2019	SUPPORT & UPDATE LICENSING- PURCHASING (Combo of POs and Reqs) Cycle: Start: 01/Jul/2025, End: 30/Jun/2026	1	3,914.90	3,914.90
27/Jun/2019	SUPPORT & UPDATE LICENSING - HR Base Suite Cycle: Start: 01/Jul/2025, End: 30/Jun/2026	1	8,432.09	8,432.09
27/Jun/2019	SUPPORT & UPDATE LICENSING - Personnel Action Processing Cycle: Start: 01/Jul/2025, End: 30/Jun/2026	1	2,409.17	2,409.17
27/Jun/2019	SUPPORT & UPDATE LICENSING - Position Control Cycle: Start: 01/Jul/2025, End: 30/Jun/2026	1	2,409.17	2,409.17
27/Jun/2019	SUPPORT & UPDATE LICENSING - AUTO METER INTERFACE Cycle: Start: 01/Jul/2025, End: 30/Jun/2026	1	1,806.89	1,806.89
27/Jun/2019	SUPPORT & UPDATE LICENSING - SERVICE ORDER PROCESSING Cycle: Start: 01/Jul/2025, End: 30/Jun/2026	1	4,216.04	4,216.04
27/Jun/2019	SUPPORT & UPDATE LICENSING- UTILITY BILLING (Water/Sewer Base) Cycle: Start: 01/Jul/2025, End: 30/Jun/2026	1	9,034.40	9,034.40
27/Jun/2019	SUPPORT & UPDATE LICENSING- DECISION SUPPORT BASE DATAMART Cycle: Start: 01/Jul/2025, End: 30/Jun/2026	1	0.00	0.00
27/Jun/2019	SUPPORT & UPDATE LICENSING - FM ANALYTICS Cycle: Start: 01/Jul/2025, End: 30/Jun/2026	1	1,505.73	1,505.73
27/Jun/2019	SUPPORT & UPDATE LICENSING - HR ANALYTICS Cycle: Start: 01/Jul/2025, End: 30/Jun/2026	1	3,613.76	3,613.76
27/Jun/2019	SUPPORT & UPDATE LICENSING - UM ANALYTICS Cycle: Start: 01/Jul/2025, End: 30/Jun/2026	1	1,505.73	1,505.73
27/Jun/2019	SUPPORT & UPDATE LICENSING - SELF SERVICE eEmployee	1	6,022.94	6,022.94



tyler
technologies

Remittance:

Tyler Technologies, Inc
(FEIN 75-2303920)
P.O. Box 203556
Dallas, TX 75320-3556

Invoice

Invoice No	Date	Page
045-518270	06/01/2025	2 of 2

Questions:

Tyler Technologies- ERP & Schools
Phone: 1-800-772-2260 Press 2, then 1
Email: ar@tylertech.com

Bill To: CITY OF BLAINE
10801 TOWN SQUARE DR NE
MINNEAPOLIS, MN 55449-8100

Ship To: CITY OF BLAINE
10801 TOWN SQUARE DR NE
MINNEAPOLIS, MN 55449-8100

Cust No.-BillTo-ShipTo	Ord No	PO Number	Currency	Terms	Due Date
49814 - MAIN - MAIN	225360		USD	NET30	07/01/2025

Contract Date	Description	Units	Rate	Extended Price
	Cycle: Start: 01/Jul/2025, End: 30/Jun/2026			
27/Jun/2019	SUPPORT & UPDATE LICENSING - SELF SERVICE ePayments	1	2,409.17	2,409.17
	Cycle: Start: 01/Jul/2025, End: 30/Jun/2026			
27/Jun/2019	SUPPORT & UPDATE LICENSING - eSUITE BASE (Payments)	1	3,914.90	3,914.90
	Cycle: Start: 01/Jul/2025, End: 30/Jun/2026			
27/Jun/2019	SUPPORT & UPDATE LICENSING - SELF SERVICE eUtilities	1	2,409.17	2,409.17
	Cycle: Start: 01/Jul/2025, End: 30/Jun/2026			
07/Nov/2021	IVR Interface	1	1,767.00	1,767.00
	Cycle: Start: 01/Jul/2025, End: 30/Jun/2026			
24/Feb/2022	ExecuTime Time & Attendance Import	1	3,197.25	3,197.25
	Cycle: Start: 01/Jul/2025, End: 30/Jun/2026			
18/Aug/2022	Misc Billing & Receivables	1	2,568.69	2,568.69
	Cycle: Start: 01/Jul/2025, End: 30/Jun/2026			
13/Jan/2022	Standard Edition	1	4,417.50	4,417.50
	Cycle: Start: 01/Jul/2025, End: 30/Jun/2026			
13/Jan/2022	Processing Software	1	0.00	0.00
	Cycle: Start: 01/Jul/2025, End: 30/Jun/2026			

****ATTENTION****

Order your checks and forms from
Tyler Business Forms at 877-749-2090 or
tylerbusinessforms.com to guarantee
100% compliance with your software.

Subtotal	100,792.89
Sales Tax	\$0.00
Invoice Total	100,792.89



City of Blaine Staff Report

File Number: RES 25-93

Agenda Date	Status
June 2, 2025	
In Control	File Type
City Council	Resolution

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

Agenda Item # 7.6

Resolution Authorizing the City of Blaine to be a party to the Minnesota Water Agency Response Network (MnWARN)

Executive Summary

Minnesota Water Agency Response Network (MnWARN) is a formalized mutual aid network established to promote and support coordinated statewide responses to utility emergencies and disasters—both natural and human-induced. MnWARN facilitates mutual assistance between water, wastewater, and stormwater utilities throughout Minnesota.

Participation in MnWARN does not obligate any member community to respond to a request for assistance. Rather, it provides a structured framework for cooperation and establishes guidelines for reimbursement of services, personnel, equipment, and materials rendered during emergency responses.

The network has broad participation across the state, encompassing communities of all sizes—from large metropolitan areas such as Saint Paul to smaller municipalities like Two Harbors.

Background

Minnesota Water/Wastewater Agency Response Network (MnWARN) is a formalized mutual aid network established to promote and support a coordinated, statewide response to utility-related emergencies and disasters—both natural and human-induced in origin.

MnWARN represents a collaborative initiative among leaders in the water, wastewater, and stormwater utility sectors, in partnership with state agencies. The program is designed to facilitate the prompt and

efficient sharing of critical resources, personnel, equipment, and services during times of crisis, thereby ensuring the continued protection of public health and the environment.

The primary mission of MnWARN is to provide a structured mechanism through which utilities affected by disasters can obtain emergency assistance. This assistance may include, but is not limited to:

- Qualified personnel
- Specialized equipment
- Essential materials
- Technical and logistical support

Participation in MnWARN enables utilities across the State of Minnesota to access mutual aid in a timely and effective manner, thereby enhancing their capacity to maintain essential services during emergency events.

While public safety sectors such as fire and law enforcement have long maintained mutual aid systems, MnWARN seeks to establish a comparable framework for the water, wastewater, and stormwater utility community. By entering into a pre-established mutual aid agreement, utilities are better prepared to respond collaboratively to a wide range of threats and operational disruptions.

This initiative is intended to complement, not replace, any existing agreements that utilities may currently maintain with neighboring jurisdictions. Rather, MnWARN extends and strengthens the network of available support throughout the state.

Strategic Plan Relationship

This resolution aligns with the third strategic plan priority of Infrastructure Management by allowing the city to have more resources available in the event of an emergency.

Board/Commission Review

Not Applicable

Financial Impact

MnWARN has no annual fees.

Public Outreach/Input

Not Applicable

Staff Recommendation

By Motion adopt the resolution authorizing the City of Blaine to become a member of MnWARN.

Attachment List

1. MNWARNMutualAidAgreementFinal



City of Blaine

Signature Copy

Resolution: RES 25-93

Resolution Authorizing the City of Blaine to be a party to the Minnesota Water Agency Response Network (MnWARN)

RESOLUTION AUTHORIZING GOVERNMENTAL UNIT TO BE A PARTY TO MINNESOTA WATER AGENCY RESPONSE NETWORK (MnWARN)

WHEREAS, Minnesota Statutes, Section 471.59 authorizes governmental units by agreement of their governing bodies to jointly or cooperatively exercise any power common to them;

WHEREAS, MnWARN has been established by the adoption of a Mutual Aid Agreement (the Agreement) among Governmental Units to allow their water, wastewater, and storm water utilities to assist each other in case of an emergency;

WHEREAS, the Agreement allows other governmental units to become a party to the Agreement by the adoption of this Resolution and sending notice to the Secretary of the Statewide Committee for MnWARN; and

WHEREAS, the governing body of the **City of Blaine** considers it to be in the best interest of the City to be a party to the Agreement.

NOW, THEREFORE, BE IT RESOLVED, that the **City of Blaine**:

1. Authorizes the Mayor and City Manager to sign this resolution evidencing the intent of the **City of Blaine** to be a party to MnWARN; and
2. The City Manager is directed to send a certified copy of this resolution and a completed membership information form to the Secretary of the Statewide Committee of MnWARN; and
3. The **City of Blaine** agrees to comply with all terms of the Agreement.

IN WITNESS WHEREOF, the **City of Blaine**, by action of its governing body, passed this Resolution on the 2nd day of June, 2025.



City of Blaine

Signature Copy

Ordinance:

Resolution Authorizing the City of Blaine to be a party to the Minnesota Water Agency Response Network (MnWARN)

RESOLUTION AUTHORIZING GOVERNMENTAL UNIT TO BE A PARTY TO MINNESOTA WATER AGENCY RESPONSE NETWORK (MnWARN)

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WHEREAS, the Agreement allows other governmental units to become a party to the Agreement by the adoption of this Resolution and sending notice to the Secretary of the Statewide Committee for MnWARN; and

WHEREAS, the governing body of the **City of Blaine** considers it to be in the best interest of the City to be a party to the Agreement.

NOW, THEREFORE, BE IT RESOLVED, that the **City of Blaine**:

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2. The City Manager is directed to send a certified copy of this resolution and a completed membership information form to the Secretary of the Statewide Committee of MnWARN; and
3. The **City of Blaine** agrees to comply with all terms of the Agreement.

IN WITNESS WHEREOF, the **City of Blaine**, by action of its governing body, passed this Resolution on the 2nd day of June, 2025.

MINNESOTA WATER AGENCY RESPONSE NETWORK (MnWARN) MUTUAL AID AGREEMENT

This Minnesota Water Agency Response Network (MnWARN) Mutual Aid Agreement is made and entered into by the undersigned Parties.

WHEREAS, the Parties hereto are authorized by law or home rule charter to establish a water, wastewater or storm water utility; and

WHEREAS, the Parties hereto have established a water, wastewater and/or storm water utility; and

WHEREAS, the Parties recognize that an Emergency may require Assistance in the form of personnel, equipment and supplies from a Utility outside the Governmental Unit; and

WHEREAS, the governing bodies of the Parties have investigated the facts and determined that it is in their best interests to authorize their Utilities to work cooperatively with another Party's Utilities when there is an Emergency; and

WHEREAS, Minnesota Statutes, Section 471.59 authorizes the Parties by agreement of their governing bodies to jointly or cooperatively exercise any power common to them.

NOW, THEREFORE, in consideration of the mutual covenants made herein, the Parties agree as follows:

ARTICLE I PURPOSE

The Parties recognize that in an Emergency, their Utilities may require Assistance in the form of personnel, equipment and supplies from outside the area of impact. The purpose of this Agreement is to provide a framework, in the event of an Emergency, for the Parties to participate in an intrastate program for mutual aid assistance to provide water, wastewater and storm water utility services. The Parties authorize their Utilities to cooperatively assist other Party's Utilities when there is an Emergency, subject to the discretion of the Responding Party's Authorized Official as set forth in Article IV.

ARTICLE II DEFINITIONS

- A. Agreement — This Water Agency Response Network Mutual Aid Agreement.
- B. Assistance — Resources, including but not limited to personnel, equipment, material and supplies that a Responding Party's Utility provides to a Receiving Party's Utility.
- C. Authorized Official — An employee or official of a Party's Utility that is authorized by the Party's governing body to request Assistance or provide Assistance under this Agreement.
- D. Emergency — Any occurrence that is, or is likely to be, beyond the control of the services, personnel, equipment or facilities of a Party's Utility.
- E. Governmental Unit — A city, county or township in Minnesota or a city's public utilities commission.
- F. MnWARN — The framework for public water, wastewater and storm water utilities in Minnesota to assist other public water, wastewater and storm water utilities when there is an Emergency that requires Assistance from another Utility. The framework includes this Agreement and other resources to be developed and coordinated by the Statewide Committee to implement the purpose of this Agreement.
- G. National Incident Management System (NIMS) — A national, standardized approach to incident management and response that sets uniform processes and procedures for emergency response operations.
- H. Party/Parties — One or more governmental units that has a water, wastewater or stormwater utility that executes this Agreement or adopts this Agreement by resolution pursuant to Article XIV.
- I. Period of Assistance — The period of time when a Responding Party assists a Receiving Party. The period commences when personnel, equipment or supplies depart from a Responding Party's facility and ends when the resources return to their facility. All protections identified in the Agreement apply during this period. The Period of Assistance may occur during response to or recovery from an Emergency.
- J. Receiving Party — A Party who requests and receives Assistance under this Agreement.
- K. Responding Party — A Party that provides Assistance to another Party pursuant to this Agreement.
- L. Statewide Committee — The committee responsible for overseeing MnWARN on a statewide level.
- M. Steering Committee — The leadership group that established MnWARN and the development of this Agreement.
- N. Utility/Utilities — A water, wastewater and/or storm water utility of a Party.

ARTICLE III ADMINISTRATION

A. Statewide Committee.

1. Voting Members. MnWARN shall be administered through a Statewide Committee. The Statewide Committee shall be comprised of nine (9) voting members. The voting members of the Statewide Committee shall be comprised as follows: (i) an employee or official of a Utility located in Region 1 of the Minnesota Division of Homeland Security and Emergency Management Regions; (ii) an employee or official of a Utility located in Region 2 of the Minnesota Division of Homeland Security and Emergency Management Regions; (iii) an employee or official of a Utility located in Region 3 of the Minnesota Division of Homeland Security and Emergency Management Regions; (iv) an employee or official of a Utility located in Region 4 of the Minnesota Division of Homeland Security and Emergency Management Regions; (v) an employee or official of a Utility located in Region 5 of the Minnesota Division of Homeland Security and Emergency Management Regions; (vi) an employee or official of a Utility located in Region 6 of the Minnesota Division of Homeland Security and Emergency Management Regions; (vii) an employee or official of the Minnesota Rural Water Association; (viii) a representative from the Minnesota Section of the American Water Works Association; and (ix) a representative of the Minnesota Wastewater Operator's Association.
 - a. Initial Voting Members. The initial voting members representing the six regions of the Minnesota Division of Homeland Security and Emergency Management Regions shall be selected by the Steering Committee. The other three voting members shall be selected by the organization they represent.
 - b. Subsequent Voting Members. The appointment or election of subsequent voting members shall be done in accordance with bylaws to be adopted by the Statewide Committee.
 - c. Terms. The terms of the voting members shall be established by the bylaws to be adopted by the Statewide Committee.
 - d. Changes. The Statewide Committee may change the number or composition of the voting members in accordance with its bylaws.
2. Advisory Members. There shall be at least six (6) advisory members of the Statewide Committee who shall not be entitled to vote. The advisory member shall consist of a representative to be selected by each of the following organizations: (i) the Minnesota Pollution Control Agency; (ii) the Minnesota Department of Health; (iii) Minnesota Homeland Security and Emergency Management; (iv) the Association of Minnesota Emergency Managers; (v) the Minnesota Municipal Utilities Association; and (vi) the League of Minnesota Cities. The voting members of the Statewide Committee may change the number or composition of the advisory members in accordance with its bylaws. The terms of the advisory members shall be established by the bylaws of the Statewide Committee.
3. Officers. The Statewide Committee shall have the following officers: a Chair, a Vice-Chair and a Secretary. The initial officers shall be elected by the Statewide Committee at its first meeting. The terms of the initial officers and subsequently elected officers

shall be established by the bylaws of the Statewide Committee. The officers shall have the following powers:

- a. Chair. The Chair shall have no more power than any other member of the Statewide Committee except that the Chair shall act as the presiding officer at all Statewide Committee meetings and may have other duties as assigned from time to time and prescribed by the Statewide Committee.
- b. Vice-Chair. The Vice-Chair shall act as the presiding officer at any Statewide Committee meeting not attended by the Chair and shall perform the Chair's duties in the Chair's absence. The Vice-Chair may have other duties as assigned from time to time and prescribed by the Statewide Committee.
- c. Secretary. The Secretary shall be responsible for ensuring that minutes are prepared for all Statewide Committee meetings. The Secretary shall also keep all books and records of the Statewide Committee and shall give all notices required by law, and may have other duties as assigned from time to time and prescribed by the Statewide Committee. The Statewide Committee may delegate all or part of the Secretary's duties required under this Section to another person; provided that such delegation shall not relieve the Secretary of ultimate responsibility for these duties

4. Powers. The Statewide Committee shall have the following powers:

- a. To coordinate emergency planning and response activities of Utilities in coordination with the emergency management and public health system of the State;
- b. To adopt policies and procedures to further the purpose of MnWARN;
- c. To establish committees, including regional committees, to assist in implementing the purpose of MnWARN;
- d. To develop a resource list of personnel, equipment, supplies and other resources that may be used to provide Assistance;
- e. To establish a website to facilitate the Parties' use of MnWARN;
- f. To develop protocols, forms or procedures for Parties to request assistance;
- g. To develop educational materials; and
- h. To develop training materials and conduct training for Parties.

5. Meetings. The Statewide Committee shall hold meetings as follows:

- a. Organizational Meeting. An organizational meeting shall be held at a time and place to be determined by the Steering Committee.
- b. Regular Meetings. Thereafter, the Statewide Committee shall meet at least annually. A schedule of regular meetings may be adopted by the Statewide

Committee at the organizational meeting. A schedule of regular meetings may be changed from time to time as deemed necessary by the Statewide Committee.

- c. Special Meetings. Special meetings of the Statewide Committee may be called by the Chair and must be called by the Chair upon written request of two Statewide Committee members.
- d. Quorum. The Statewide Committee shall not take official action unless a majority of the voting members are present in person or via electronic communication.

ARTICLE IV REQUESTS FOR ASSISTANCE

- A. Party Responsibility. The Parties shall identify an Authorized Official and one or more alternates; provide contact information including 24-hour access; and maintain the resource information required contained in the member information form to be developed by the Statewide Committee. The Parties shall update this information as required by the bylaws.

In the event of an Emergency, a Party's Authorized Official may request Assistance from a Party's Utility. The Authorized Official must specifically state that Assistance is being requested under MnWARN to activate the provisions of this Agreement. Requests for Assistance can be made orally or in writing. When made orally, the request for Assistance shall be prepared in writing as soon as practicable. Requests for Assistance shall be directed to the Authorized Official of a Party. Specific protocols for requesting Assistance shall be established by the Statewide Committee.

- B. Response to a Request for Assistance. After a Party receives a request for Assistance, the Authorized Official should evaluate if resources are available to respond to the request for Assistance. Following the evaluation, the Responding Party's Authorized Official shall inform, as soon as possible, the Receiving Party's Authorized Official if it can provide Assistance. If Assistance is provided, the Responding Party shall inform the Receiving Party about the type of available resources and the approximate arrival time of such resources.
- C. Discretion of Responding Party's Authorized Official. Adoption of this Agreement does not create any duty to provide Assistance. When a Party receives a request for Assistance, the Authorized Official shall have absolute discretion to provide Assistance or to not provide Assistance. A Party's decision to provide Assistance or not provide Assistance shall be final. No Party nor any employee or officer of any Party shall be liable to any other Party or to any person for failure of any Party to furnish Assistance or for recalling Assistance.

ARTICLE V RESPONDING PARTY PERSONNEL

- A. National Incident Management System (NIMS). When providing Assistance under this Agreement, the Requesting Party's Utility and the Responding Party's Utility shall be organized and function under NIMS.
- B. Control. The personnel of a Responding Party providing Assistance shall be under the direction and control of the Receiving Party until the Responding Party's Authorized Official withdraws Assistance. The Receiving Party's Authorized Official shall coordinate response

activities with the Responding Party's Authorized Official. Whenever practical, Responding Party personnel should plan to be self sufficient for up to 72 hours.

- C. Food and Shelter. The Receiving Party shall supply reasonable food and shelter for Responding Party personnel for Assistance that is provided for more than 72 hours. If the Receiving Party is unable to provide food and shelter for a Responding Party's personnel, the Responding Party's Authorized Official or designee is authorized to secure food and shelter for its personnel and shall be entitled to reimbursement for such expenses from the Receiving Party. Reimbursement for food and shelter shall reflect the actual costs incurred by the Responding Party. If receipts are not available, the Responding Party cannot request reimbursement in excess of the State per diem rates for that area.
- D. Communication. The Receiving Party shall provide Responding Party personnel with radio equipment as available, or radio frequency information to program existing radios, in order to facilitate communication among personnel providing Assistance.
- E. Status. Unless otherwise provided by law, the Responding Party's officers and employees retain the same privileges, immunities, rights, duties, and benefits as provided in their respective jurisdictions.
- F. Licenses and Permits. To the extent permitted by law, Responding Party personnel who hold licenses, certificates, or permits evidencing professional, mechanical, or other skills shall be allowed to carry out activities and tasks relevant and related to their respective credentials during the Period of Assistance.
- G. Right to Withdraw. The Responding Party's Authorized Official retains the right to withdraw some or all of its resources at any time. Notice of intention to withdraw must be communicated to the Receiving Party's Authorized Official as soon as possible.

ARTICLE VI COST REIMBURSEMENT

Unless otherwise mutually agreed in whole or in part, the Receiving Party shall reimburse the Responding Party for each of the following categories of costs incurred while providing Assistance during the Period of Assistance.

- A. Personnel. A Responding Party shall be reimbursed for its actual costs paid to personnel providing Assistance during the Period of Assistance. The Responding Party's designated supervisor(s) must keep accurate records of work performed by personnel during the Period of Assistance. Reimbursement to the Responding Party must consider all personnel costs, such as salaries or hourly wages, including overtime, and costs for fringe benefits and indirect costs.
- B. Equipment. The Receiving Party shall reimburse the Responding Party for the use of equipment during a Period of Assistance pursuant to the Responding Party's rate schedule. If the Responding Party does not have a rate schedule, the rates for equipment use must be based on the Federal Emergency Management Agency's (FEMA) Schedule of Equipment Rates. If a Responding Party uses rates different from those in the FEMA Schedule of Equipment Rates, the Responding Party must provide such rates in writing to the Receiving Party prior to supplying Assistance. Reimbursement for equipment not referenced on a Party's rate schedule or the FEMA Schedule of Equipment Rates must be developed based on actual recovery of costs.

- C. Materials and Supplies. The Receiving Party must reimburse the Responding Party in kind or at actual replacement cost, plus handling charges, for use of expendable or non-returnable supplies. The Responding Party must not charge direct fees or rental charges to the Receiving Party for other supplies and reusable items that are returned to the Responding Party in a clean, damage-free condition. Reusable supplies that are returned to the Responding Party with damage must be treated as expendable supplies for purposes of cost reimbursement.
- D. Payment Period. The Responding Party must provide an itemized bill to the Receiving Party for all expenses it incurred as a result of providing Assistance under this Agreement. The Responding Party must send the itemized bill not later than ninety (90) days following the end of the Period of Assistance. The Receiving Party must pay the undisputed portion of the bill in full on or before the forty-fifth (45th) day following the billing date. Unpaid bills become delinquent upon the forty-sixth (46th) day following the billing date, and, once delinquent, the bill accrues interest at the standard rate of interest charged by the Responding Party for unpaid bills. If the Responding Party does not have a standard rate, the interest rate shall be the rate of prime, as reported by the *Wall Street Journal*, plus two percent (2%) per annum. Any undisputed amount must be resolved using the procedures set forth in Article VII.

ARTICLE VII DISPUTES

The Parties agree to act in good faith to undertake resolution of disputes, in an equitable and timely manner and in accordance with the provisions of this Agreement. If disputes cannot be resolved informally by the Parties, the following procedures shall be used:

- A. Mediation. If there is a failure between Parties to resolve a dispute on their own, the Parties shall first attempt to mediate the dispute. The Parties shall agree upon a mediator, or if they cannot agree, the Statewide Committee Chair shall select a mediator. If the Chair of the Statewide Committee, has a conflict of interest, the duty for selecting a mediator shall pass to the Vice-Chair.
- B. Arbitration. If the dispute remains unresolved following mediation, the dispute shall be submitted to arbitration under the Uniform Arbitration Act, Minnesota Statutes, Sections 572.08-.30. If the Parties cannot agree on one or more arbitrators, the arbitrator(s) shall be selected using the same procedure set forth for selecting a mediator. The decision of the majority of the arbitrators shall not be binding upon the Parties. If the arbitration decision is not accepted, the Parties may pursue any other legal remedy to resolve the dispute.

ARTICLE VIII RECEIVING PARTY'S DUTY TO INDEMNIFY

For the purposes Minnesota Municipal Tort Liability Act, Minnesota Statutes, Chapter 466, the employees and officers of the Responding Party are deemed to be employees (as defined in Minnesota Statutes, Section 466.01, subdivision 6) of the Receiving Party.

The Receiving Party shall defend, indemnify and hold harmless, the Responding Party, its officers, employees, volunteers and agents from all claims, loss, damage, injury, and liability of

every kind, nature, and description, directly or indirectly arising from the Responding Party's Assistance during the Period of Assistance. The scope of the Receiving Party's duty to indemnify includes, but is not limited to, suits arising from, or related to, negligent or wrongful use of equipment or supplies on loan to the Receiving Party, or faulty workmanship or other negligent acts, errors, or omissions by the Responding Party personnel. The Receiving Party shall not be required to defend and indemnify the Responding Party for any willful or wanton misconduct of the Responding Party or its officer, employees, volunteers or agents. Under no circumstances, however, shall a party be required to pay on behalf of itself and other parties, any amounts in excess of the limits of liability established in Minnesota Statutes, Chapter 466 applicable to any one party. The intent of this article is to impose on each Receiving Party a limited duty to defend and indemnify a Responding Party for claims arising within the Receiving Party's jurisdiction subject to the limits of liability under Minnesota Statutes, Chapter 466. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts among defendants and to permit liability claims against multiple defendants from a single occurrence to be defended by a single attorney.

The Receiving Party's duty to indemnify is subject to, and shall be applied consistent with, the conditions set forth in Article X.

ARTICLE IX DAMAGE TO EQUIPMENT

Each Party shall be responsible for damages to or loss of its own equipment. Each Party waives the right to sue any other Party for any damages to or loss of its equipment, even if the damages or losses were caused wholly or partially by the negligence of any other Party or its officers, employees, or volunteers.

ARTICLE X WORKERS' COMPENSATION

Each Party shall be responsible for injuries or death of its own personnel. Each Party will maintain workers' compensation insurance or self-insurance coverage, covering its personnel while they are providing Assistance pursuant to this Agreement. Each Party waives the right to sue another Party for any workers' compensation benefits paid to its own personnel while they are providing Assistance pursuant to this Agreement. Each Party waives the right to sue another Party for any workers' compensation benefits paid to its own employee or volunteer or their dependents, even if the injuries were caused wholly or partially by the negligence of another Party or its officers, employees or volunteers.

ARTICLE XI INSURANCE

Parties to this Agreement shall maintain the following liability coverages: (1) commercial general liability; and (2) automobile liability, including owned, hired, and non-owned automobiles. Each policy shall have a limit at least equal to the maximum municipal liability limit in Section 466.04, subd. 1. If the policy contains a general aggregate limit, the general aggregate limit shall not be less than double the maximum municipal liability limit in Section 466.04, subd. 1.

ARTICLE XII WITHDRAWAL

A Party may withdraw from this Agreement by providing written notice of its intent to withdraw to the Statewide Committee Secretary. Withdrawal takes effect 60 days after notice is sent.

ARTICLE XIII INTRASTATE AND INTERSTATE MUTUAL AID AND ASSISTANCE PROGRAMS

To the extent practicable, Parties to this Agreement are encouraged to participate in mutual aid and assistance activities conducted under the State of Minnesota Intrastate Mutual Aid and Assistance Program and the Interstate Emergency Management Assistance Compact (EMAC). Parties may voluntarily agree to participate in an interstate Mutual Aid and Assistance Program for Utilities through this Agreement if such a Program were established.

ARTICLE XIV NEW MEMBERS

Other Governmental Units may be added to this Agreement upon approval of their governing body as evidenced by adoption of the resolution attached as Exhibit I to this Agreement and execution by the Governmental Unit's authorized representatives. A Governmental Unit shall not become a Party to this Agreement until a certified copy of the resolution is received by the Statewide Committee Secretary. The Statewide Committee Secretary shall maintain a master list of all Parties to this Agreement.

ARTICLE XV GENERAL PROVISIONS MODIFICATION

- A. Modification. No provision of this Agreement may be modified, altered or rescinded by individual parties to the Agreement. Modifications to this Agreement may be due to programmatic operational changes to support the Agreement. Modifications require a simple majority vote of the Parties to this Agreement. The Statewide Committee Secretary shall provide written notice to all Parties of approved modifications to this Agreement. Approved modifications take effect 60 days after the date upon which notice is sent to the Parties.
- B. Signatory Indemnification. In the event of a liability, claim, demand, action or proceeding of whatever kind or nature arising out of a Period of Assistance, the Parties who receive and provide Assistance shall indemnify and hold harmless those Parties whose involvement in the transaction or occurrence that is the subject of such claim, action, demand or other proceeding is limited to execution of this Agreement.
- C. Prohibition on Third Parties and Assignment of Rights/Duties. This Agreement is for the sole benefit of the Parties and no person or entity shall have any rights under this Agreement as a third-party beneficiary. Assignments of benefits and delegations of duties created by this Agreement are prohibited and are without effect.
- D. Notice. A Party who becomes aware of a claim or suit that in any way, directly or indirectly, contingently or otherwise, affects or might affect other Parties to this Agreement shall

provide prompt and timely notice to the Parties who may be affected by the suit or claim. Each Party reserves the right to participate in the defense of such claims or suits as necessary to protect its own interests.

- E. Effective Date. This Agreement shall be effective after approval by the Parties' governing body and execution by the Parties' authorized representatives.
- F. Governing Law. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota.
- G. Captions. Article and section headings contained in this Agreement are included for convenience only and form no part of the Agreement among the Parties.
- H. Waivers. The waiver by a Party of any breach or failure to comply with any provision of this Agreement by another Party shall not be construed as, or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.
- I. Counterparts. This Agreement may be executed in several counterparts, each of which shall be an original, all of which shall constitute but one and the same instrument.
- J. Savings Clause. If any court finds any article, section or portion of this Agreement to be contrary to law or invalid, the remainder of the Agreement will remain in full force and effect.

IN WITNESS WHEREOF, the Parties, by action of their respective governing bodies, caused this Agreement to be approved on the dates below.

City of _____, Minnesota

The City Council of _____, Minnesota duly approved this Agreement on the _____ day of _____, 20__.

By: _____
Its Mayor

And: _____
Its Clerk

EXHIBIT I

RESOLUTION AUTHORIZING GOVERNMENTAL UNIT TO BE A PARTY TO MINNESOTA WATER AGENCY RESPONSE NETWORK (MnWARN)

WHEREAS, Minnesota Statutes, Section 471.59 authorizes governmental units by agreement of their governing bodies to jointly or cooperatively exercise any power common to them;

WHEREAS, MnWARN has been established by the adoption of a Mutual Aid Agreement (the Agreement) among Governmental Units to allow their water, wastewater and storm water utilities to assist each other in case of an emergency;

WHEREAS, the Agreement allows other governmental units to become a party to the Agreement by the adoption of this Resolution and sending notice to the Secretary of the Statewide Committee for MnWARN; and

WHEREAS, the governing body of [name of governmental unit] considers it to be in the best interests of the [City][County][Town] to be a party to the Agreement.

NOW, THEREFORE, BE IT RESOLVED, that [name of governmental unit]:

1. Authorizes [position title of designated employee or official] and [position title of designated employee or official] to sign this resolution evidencing the intent of [name of governmental unit] to be a party to MnWARN; and
2. [Name of designated employee or official] is directed to send a certified copy of this resolution and a completed membership information form to the Secretary of the Statewide Committee of MnWARN; and
3. [Name of political subdivision] agrees to comply with all terms of the Agreement.

IN WITNESS WHEREOF, [name of governmental unit], by action of its governing body, caused this Resolution to be approved on [Month/Date/Year].

By: _____

Its _____

And: _____

Its _____



City of Blaine Staff Report

File Number: RES 25-85

Agenda Date	Status
June 2, 2025	
In Control	File Type
City Council	Resolution

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

Agenda Item # 7.7

Resolution to Approve Plans and Specifications and Order Advertisement for Bids for the 2025 Street Rehabilitation Project, Improvement Project No. T2505

Executive Summary

Council is asked to approve Plans and Specifications and order Advertisement for Bids for the 2025 Street Rehabilitation Project, Improvement Project No. T2505.

Background

The Public Hearing for the proposed improvement project was held on February 19, 2025, and the City Council ordered the preparation of plans and specifications with Resolution No. 25-33. The proposed project will rehabilitate the following streets:

Project Area 1:

- Lakes Parkway (from Radisson Road to the dead end 120' east of Rendova Street)

Project Area 2:

- Baltimore Street (from 120' south of 99th Lane to 99th Lane)
- 99th Lane (from Baltimore Street to Davenport Street)

Project Area 3:

- Baltimore Street (from 94th Lane to 300' south of 99th Avenue)

Project Area 4:

- Baltimore Street (from 93rd Lane to 94th Lane)

The proposed project will rehabilitate Lakes Parkway from Radisson Road to its terminus 120' east of Rendova Street and Baltimore Street from 300' south of 99th Avenue to 94th Lane. Both areas will include a 2.5" pavement mill, minor spot concrete curb repair, bituminous pavement overlay, and

appurtenant construction. The project will also include the partial reconstruction of Baltimore Street from 120' south of 99th Lane to the east along 99th Lane to Davenport Street, and Baltimore Street from 93rd Lane to 94th Lane. This project area will include spot concrete curb and gutter replacement (Area 3), concrete ribbon curb installation (Area 4), bituminous pavement replacement, and appurtenant construction.

This action is the next step in the series of approvals under the MN Statutes, Chapter 429 for municipal street construction projects that include assessments.

Plans and specifications have been prepared as directed and are available for Council review in the Engineering Department. The next Regular Agenda Administrative Action Item for the City Council will be the receipt of the bids and award of the construction project.

Schedule of Actions

07/15/2024	Initiate Project and Order Preparation of Feasibility Report
02/03/2025	Receive Feasibility Report and Order Public Hearing
02/06/2025	Public Information Meeting/Open House
02/19/2025	Hold Public Hearing, Order Improvements, Order Preparation of Plans and Specifications
06/02/2025	Approve Plans and Specifications, Order Advertisement for Bids
06/25/2025	Open Bids
07/07/2025	Award Contract
August 2025 - October 2025	Construct Improvements
Spring 2026	Hold Assessment Hearing
January 2027	First Assessment payment due with real estate taxes

Strategic Plan Relationship

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

Board/Commission Review

Not applicable.

Financial Impact

The project will be funded by a combination of assessments, Municipal State Aid Funds and bond proceeds placed in the City Pavement Management Program Fund and Public Utility Funds. The 2024-2028 Capital Improvement Plan (CIP) included \$399,500 in project funding for consulting and the 2025 project budget approved within the 2025-2029 CIP is \$2,115,000 for consulting, construction, and contingencies, bringing the total project budget to \$2,514,500. To date, \$101,053 has been encumbered. With estimated improvement costs of \$2,741,237, budgetary adjustments may be requested of the Council. Typically, no budget amendments are presented until construction bids are opened and

awarded by the City Council.

Funding Source	2024 Adopted Budget	2025 Proposed Budget	Total Appropriations
PMP Funds	\$399,500	\$180,000	\$579,500
Municipal State Aid Funds	-	\$1,700,000	\$1,700,000
Special Assessments	-	\$100,000	\$100,000
Water Utility Funds	-	\$70,000	\$70,000
Sewer Utility Funds	-	\$65,000	\$65,000
TOTAL	\$399,500	\$2,115,000	\$2,514,500

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. 25-05 Project Area Map



City of Blaine

Signature Copy

Resolution: RES 25-85

Resolution to Approve Plans and Specifications and Order Advertisement for Bids for the 2025 Street Rehabilitation Project, Improvement Project No. T2505

WHEREAS, pursuant to Resolution No. 25-33 of the Blaine City Council, adopted on the 19th day of February 2025, plans and specifications have been prepared for the 2025 Street Rehabilitation Project; and

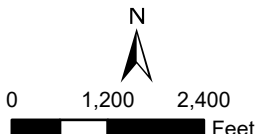
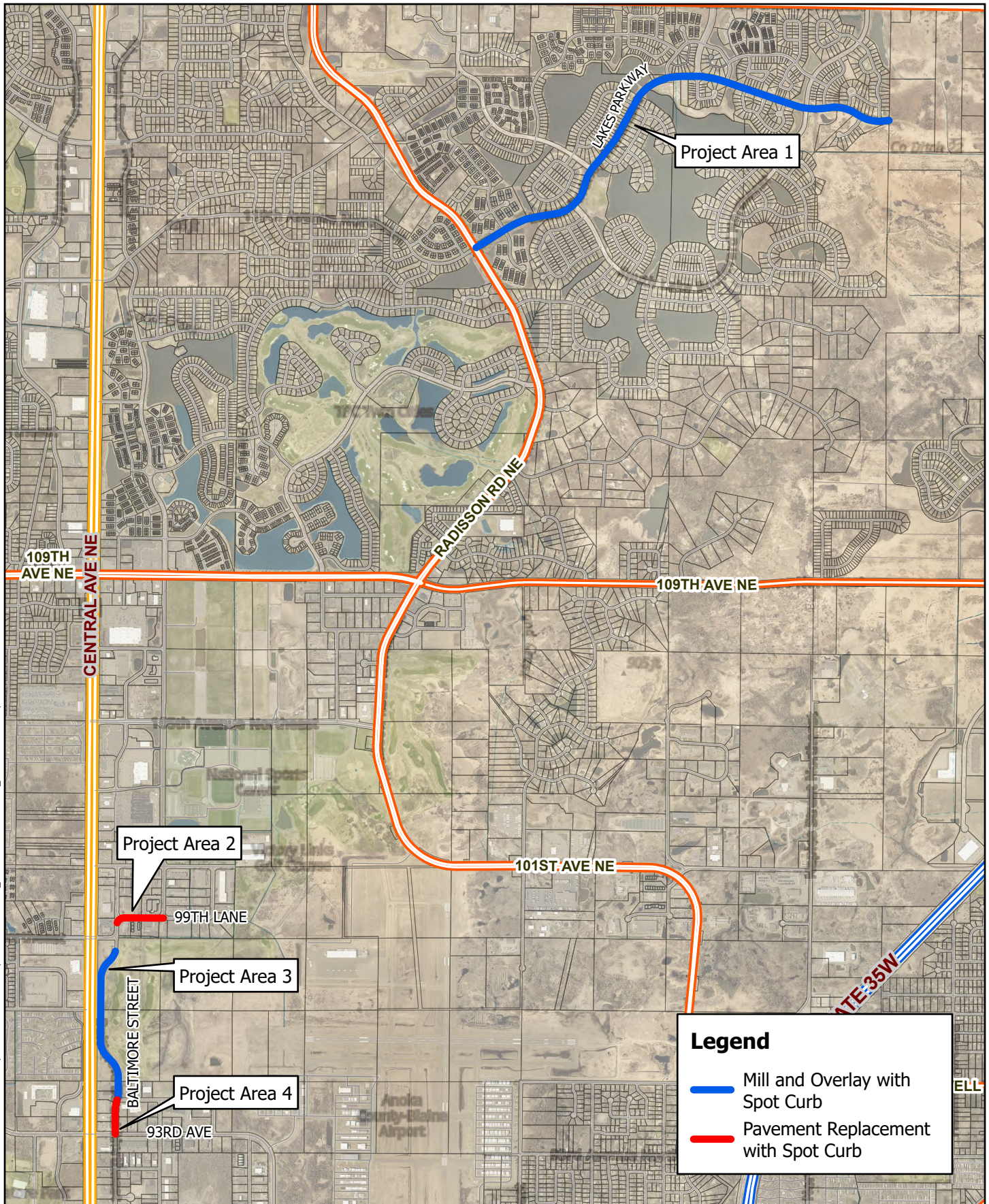
WHEREAS, the Engineering Department has presented such plans and specifications to the City Council for their approval.

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

1. Such plans and specifications, copies of which are filed in the Engineering Department, are hereby approved.
2. The City Clerk shall prepare and cause to be inserted in the official newspaper of the City an advertisement for bid for making of such improvements pursuant to the approved plans and specifications.
3. Such advertisement for bids shall call for sealed bids to be received in compliance with Notice of Contractor for the advertisement for bids.

PASSED by the City Council of the City of Blaine this 2nd day of June, 2025.

Path: X:\AEBIBLAIN\Common\Proposals\2025 Streets Report\For GIS\BLAIN_2025StreetsRFP\BLAIN_2025StreetsRFP.aprx



Print Date: 7/5/2024

Map by: tschwarz
Projection: NAD 1983 HARN Adj MN
Anoka County
Source: Anoka County, City of Blaine
& SEH, Inc

2025 Street Rehabilitation

Blaine, Minnesota

Exhibit
1

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



City of Blaine

Staff Report

File Number: RES 25-86

Agenda Date	Status
June 2, 2025	
In Control	File Type
City Council	Resolution

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

Agenda Item # 7.8

Resolution to Declare Cost to be Assessed, Order Preparation and Call for Hearing on Proposed Assessment for 2024 Northwest Area Street Reconstructions, Improvement Project No. T2405

Executive Summary

Improvement Project No. 24-05 was ordered by the City Council on January 3, 2024 with Resolution 24-10. A construction contract was awarded to Park Construction Company by the City Council on June 17, 2024 with Resolution No. 24-117 and construction was completed in the fall of 2024 and early spring of 2025.

Background

Improvement Project No. T24-05 included the following project areas:

Area 1

- 113th Court NE from cul-de-sac to Polk Street NE
- 113th Court NE from Polk Street NE to approximately 20-feet east (future street stub)
- 114th Avenue NE from Tyler Street NE to Polk Street NE
- 114th Court NE from cul-de-sac to Polk Street NE
- 115th Lane NE from Able Street NE to Polk Street NE
- Able Street NE from 115th Avenue NE to 115th Lane NE
- Able Street NE from 117th Avenue NE south to the dead end
- Polk Street NE from 113th Avenue NE to 117th Avenue NE (Polk Street NE is a Municipal State Aid Street)

Area 2

- 123rd Lane NE from Davenport Street NE to Goodhue Street NE
- 123rd Lane NE from Goodhue Street NE to cul-de-sac
- 124th Avenue NE from Davenport Street NE to Goodhue Street NE
- 124th Lane NE from Davenport Street NE to approximately 150 feet west of Hastings Street NE

- Davenport Street NE from 123rd Avenue NE to 124th Lane NE
- Davenport Street from 124th Lane to cul-de-sac
- Fergus Court NE from 124th Lane NE to cul-de-sac
- Goodhue Court NE from 124th Lane NE to cul-de-sac
- Goodhue Street NE from approximately 140 feet north of 123rd Avenue NE to 124th Avenue NE

The total cost of the project is as follows:

Construction Costs:	\$1,960,213.37
Engineering Costs:	\$417,784.24
Interest:	\$29,217.46
Administration, Assessing,	\$134,603.57
Other:	
TOTAL:	\$2,541,818.64

The total project cost indicated in the Feasibility Report was \$3,191,441.33. The Assessment Roll has been prepared consistent with the Feasibility Report. Of the total cost, the amount to be assessed is \$554,021.27. The Public Utility Funds will contribute \$138,441.80 for water and sanitary sewer improvements and the Pavement Management Program funds and Municipal State Aid funds will contribute \$1,849,355.57.

Strategic Plan Relationship

The 2024 Northwest Area Street Reconstruction 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 2024 Northwest Area Street Reconstruction Project (T2405) was authorized as part of the 2024-2028 Capital Improvement Program (CIP) which was adopted via resolution 23-207 at the December 18, 2023 City Council Meeting. Funding was to be provided by a combination of assessments and bond proceeds placed in the City Pavement Management Program (PMP) fund, Public Utility Funds, and Municipal State Aid System funds. On June 17, 2024 the construction contract was awarded, and budget amendments were authorized which increased funding for the Water and Sanitary Sewer portions of the project. The amounts outlined in the amended budget were then used to issue the 2024B bond series on September 16, 2024, which financed all aspects of this project, excluding State Aid Municipal Funds.

The actual costs as outlined in the table below are presented at \$2,541,819 which is \$415,781 or 14.0% less than the amended budget and what was bonded for. When a city issues debt, funds are typically placed in a capital project fund and then spent on the acquisition of asset(s). Then user fees, the property tax levy, or other funding sources are then subsequently collected in a separate debt service fund to pay principal and interest associated with the bonding. Typically, when a project is completed

and there are remaining funds in the capital projects fund, these funds are transferred to the debt service fund. This is because the bonds were issued to fund the capital project, and the remaining proceeds should be used to pay off those bonds. This transfer will require a separate formal resolution authorized by the City Council.

Assessments will be levied over 15 years and will be used to fund repayment of the 2024B bond series. The carrying cost, or interest associated with the variance between the amount of special assessment debt issued and the amount to actually be assessed will need to be funded by additional property tax levies, absent another funding source.

Funding Source	Appropriated Amount (12/18/2024)	Amended Appropriation (6/17/2024)	Authorized Bonding (9/16/2024)	Actual Costs (6/2/2025)
Property Tax Levy Debt (T2405)	\$1,608,700	\$1,608,700	\$1,608,700	\$1,349,356
Special Assessment Debt (T2405)	\$702,900	\$702,900	\$702,900	\$554,021
State Aid Municipal Funds (T2405)	\$500,000	\$500,000	\$500,000	\$500,000
Water Utility Funds (U2415)	\$55,000	\$83,000	\$83,000	\$71,923
Sanitary Sewer Utility Funds (U2404)	\$42,000	\$63,000	\$63,000	\$66,519
TOTAL	\$2,908,600	\$2,957,600	\$2,957,600	\$2,541,819

Public Outreach/Input

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

Staff Recommendation

By motion, adopt the resolution.

Attachment List

- 24-05 Project Area Maps
- 24-05 Assessment Roll Areas 1 & 2



City of Blaine

Signature Copy

Resolution: RES 25-86

Resolution to Declare Cost to be Assessed, Order Preparation and Call for Hearing on Proposed Assessment for 2024 Northwest Area Street Reconstructions, Improvement Project No. T2405

WHEREAS, a contract was entered into for reconstructing the existing road by removing the existing pavement and installing new pavement, spot replacement of damaged curb and gutter will also occur. In addition, storm sewer improvements and minor water main work will occur in certain areas, traffic control signage, and appurtenant construction in the following described areas:

Area 1

- 113th Court NE from cul-de-sac to Polk Street NE
- 113th Court NE from Polk Street NE to approximately 20-feet east
- 114th Avenue NE from Tyler Street NE to Polk Street NE
- 114th Court NE from cul-de-sac to Polk Street NE
- 115th Lane NE from Able Street NE to Polk Street NE
- Able Street NE from 115th Avenue NE to 115th Lane NE
- Able Street NE from 117th Avenue NE south to the dead end
- Polk Street NE from 113th Avenue NE to 117th Avenue NE

Area 2

- 123rd Lane NE from Davenport Street NE to Goodhue Street NE
- 123rd Lane NE from Goodhue Street NE to cul-de-sac
- 124th Avenue NE from Davenport Street NE to Goodhue Street NE
- 124th Lane NE from Davenport Street NE to approximately 150 feet west of Hastings Street NE
- Davenport Street NE from 123rd Avenue NE to 124th Lane NE
- Davenport Street from 124th Lane to cul-de-sac
- Fergus Court NE from 124th Lane NE to cul-de-sac
- Goodhue Court NE from 124th Lane NE to cul-de-sac
- Goodhue Street NE from approximately 140 feet north of 123rd Avenue NE to 124th Avenue NE

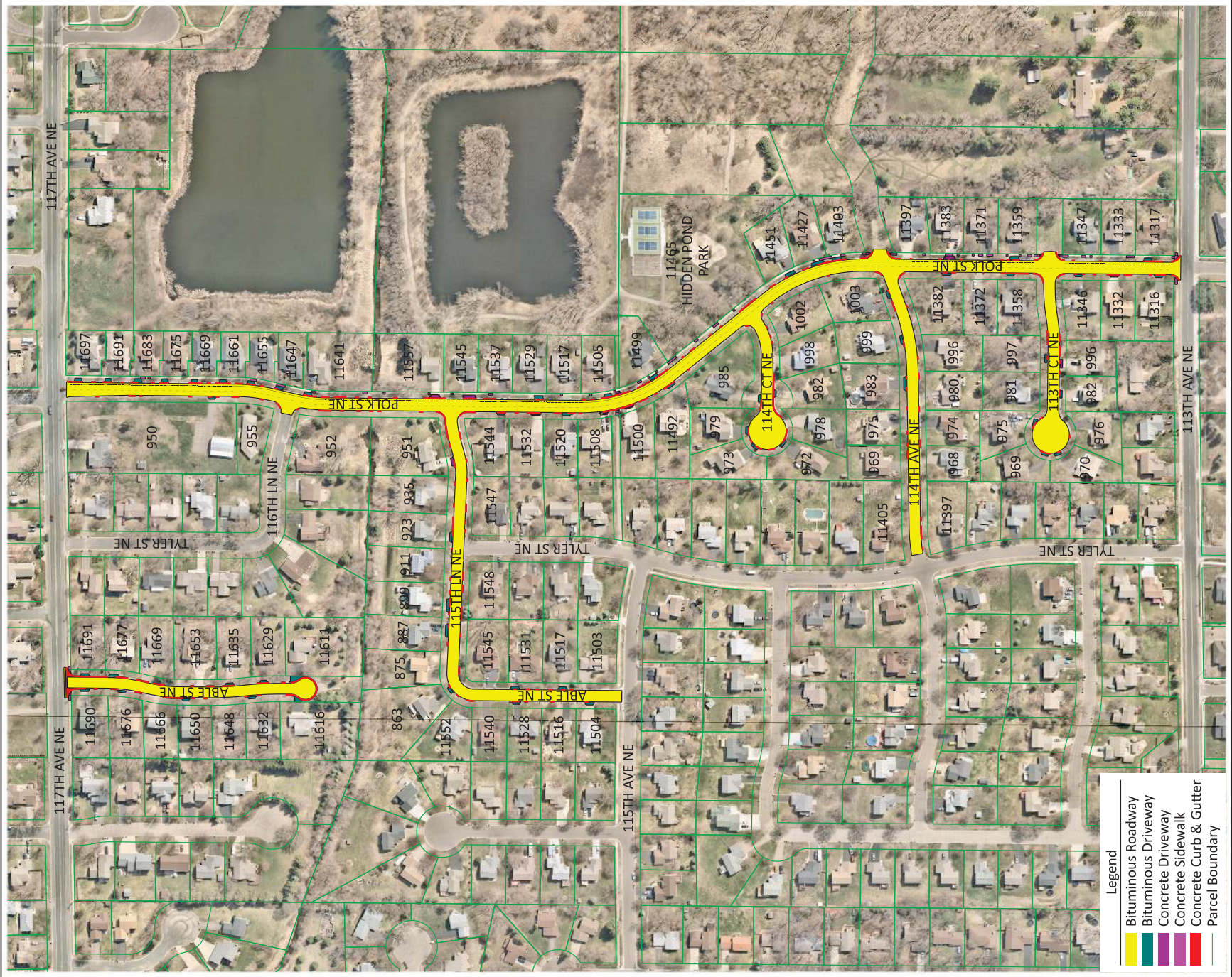
AND WHEREAS, the construction cost for such improvement is \$1,960,213.37, and the expenses incurred in the making of said improvements amounts to be \$581,605.27 making the total cost \$2,541,818.64.

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

1. The total cost of such improvements is hereby declared to be \$2,541,818.64.
2. The amount to be assessed is hereby declared to be \$554,021.27. The Public Utility Funds will contribute \$138,441.80 for water and sanitary sewer improvements, and the Pavement Management Program Funds and Municipal State Aid Funds will contribute \$1,849,355.57.

3. Assessments shall be payable in annual installments extending over a period of fifteen (15) years. The first of the installments to be payable on or before the first Monday in January 2026, and shall bear interest at the rate of 5.25% per annum from the date of the adoption of the assessment resolution.
4. The City Clerk, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece, or parcel of land within the district affected without regard to cash valuation, as provided by law, and they shall file a copy of such proposed assessment in their office for public inspection.
5. The City Clerk has notified the City Council that such proposed assessment has been completed and filed in their office for public inspection.
6. A hearing shall be held on the 7th day of July 2025, in the Council Chambers at Blaine City Hall at 7:00PM, or as near that time as possible, to pass upon the proposed assessment at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
7. The City Clerk shall give published and mailed notice of such hearing as required by law.

PASSED by the City Council of the City of Blaine this 2nd day of June, 2025.



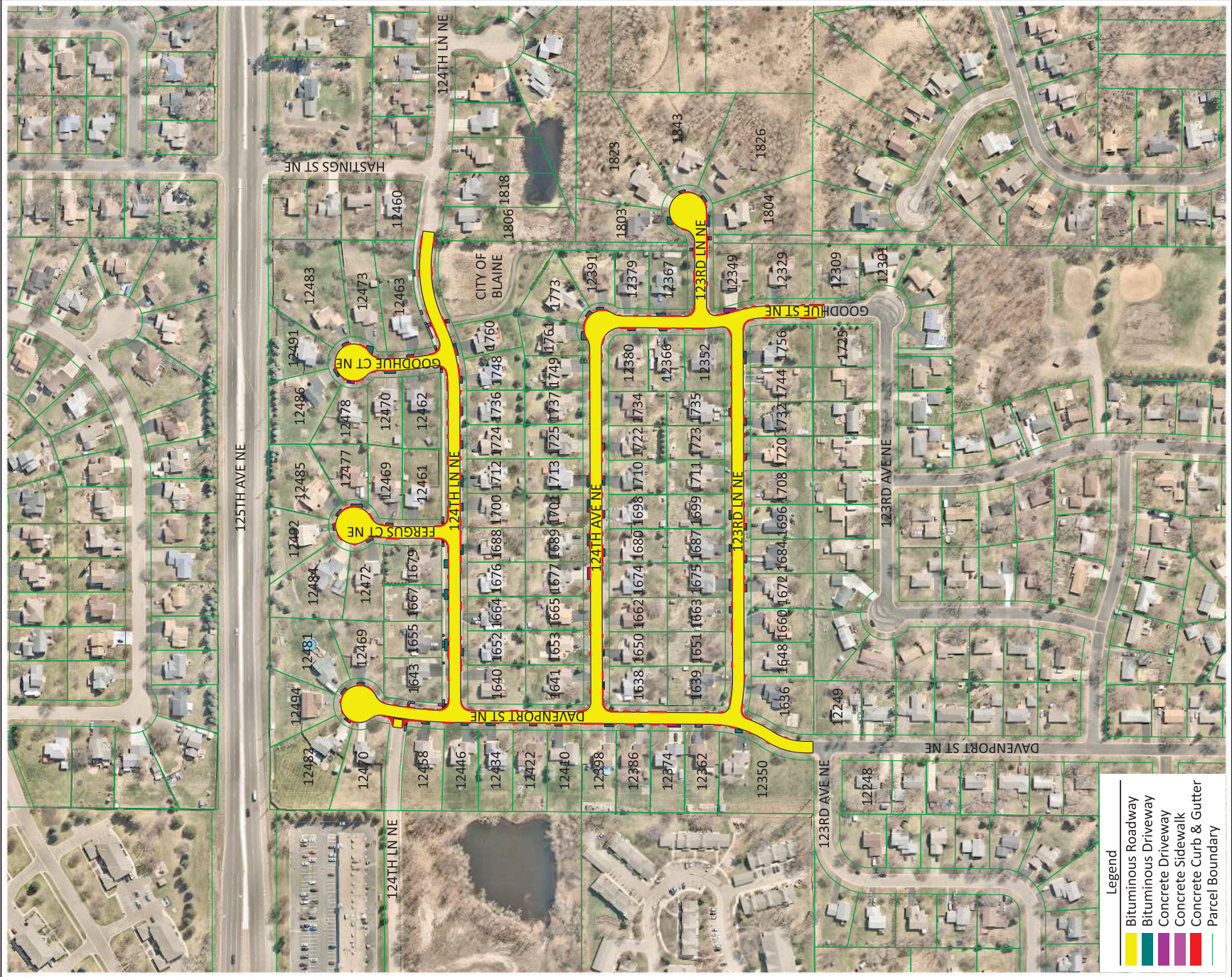
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Exhibit 1: Area 1 Project Map
Northwest Area Street Reconstruction
Feasibility Assessment Report
City of Blaine, Minnesota



0 150 300
SCALE IN FEET



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Exhibit 1: Area 2 Project Map
Northwest Area Street Reconstruction
Feasibility Assessment Report
City of Blaine, Minnesota



0 150 300
SCALE IN FEET



**2024 NORTHWEST AREA STREET RECONSTRUCTION
IMPROVEMENT PROJECT T24-05**

**EXHIBIT NO. 2 - AREA 1 PROPOSED FINAL ASSESSMENT ROLL
SINGLE FAMILY RESIDENTIAL PROPERTIES**

ASSESSMENT RATE BREAKDOWN					
CONSTRUCTION COSTS*	\$886,742.60	*(CONSTRUCTION COST DOES NOT INCLUDE DRIVEWAY, TRAIL, SIDEWALK REPLACEMENT OR WATER MAIN, SANITARY SEWER COSTS)			
ADMINISTRATIVE COSTS	\$263,101.04				
TOTAL COST	\$1,149,843.64				
			ASSESSMENT RATE PER FRONT FOOT		
ASSESSABLE COST	RESIDENTIAL RATE x35%	TOTAL FRONT FOOTAGE		=	\$35.53
	\$402,445.27 /	11328.4 LF			

RESIDENTIAL PROPERTY

ASSESSMENT RATE		SINGLE FAMILY RESIDENTIAL ASSESSABLE FOOTAGE		AMOUNT ASSESSED		ASSESSABLE RESIDENTIAL LOT UNITS		ASSESSMENT RATE PER RESIDENTIAL LOT UNIT
\$35.53	X	8164.5 LF	=	\$290,085.04	/	97	=	\$2,990.57

PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT	PROPOSED ASSESSMENT
183123110001	950 117TH AVE NE	REGEL, JEFFREY J	3	\$2,990.57	\$8,971.71
183123110086	11508 POLK ST NE	TRAN PHAI & NGUYEN SHANNON	1	\$2,990.57	\$2,990.57
183123110087	11520 POLK ST NE	THIELHORN BRETT & MUELLER J	1	\$2,990.57	\$2,990.57
183123110088	11532 POLK ST NE	FRANSEN SCOTT	1	\$2,990.57	\$2,990.57
183123110089	11544 POLK ST NE	NEDASTOYEU, ALIAKSANDR	1	\$2,990.57	\$2,990.57
183123110090	951 115TH AVE NE	WENTKIEWICZ CYNTHIA J	1	\$2,990.57	\$2,990.57
183123110093	11505 POLK ST NE	TSCHEPEN TERRILL A & BONNIE J	1	\$2,990.57	\$2,990.57
183123110094	11517 POLK ST NE	OLSON ANDREW	1	\$2,990.57	\$2,990.57
183123110095	11529 POLK ST NE	BROWN, NICOLE & TIMOTHY	1	\$2,990.57	\$2,990.57
183123110096	11537 POLK ST NE	MILLER STEPHEN P & LAURA E	1	\$2,990.57	\$2,990.57
183123110097	11545 POLK ST NE	HUYNH HENRY & LE LAURIE	1	\$2,990.57	\$2,990.57
183123110098	11557 POLK ST NE	RANGEL JR RAFAEL	1	\$2,990.57	\$2,990.57
183123110099	11641 POLK ST NE	WILLIAMSON CORI L	1	\$2,990.57	\$2,990.57
183123110100	11647 POLK ST NE	RANUM, JANET M	1	\$2,990.57	\$2,990.57
183123110101	11655 POLK ST NE	JOHNSON ALLAN L & NANCY L	1	\$2,990.57	\$2,990.57
183123110102	11661 POLK ST NE	WYATT TRUSTEE, ANDREA L	1	\$2,990.57	\$2,990.57
183123110103	11669 POLK ST NE	OCHU, CARMA	1	\$2,990.57	\$2,990.57
183123110104	11675 POLK ST NE	KUEMPEL, JAMES A	1	\$2,990.57	\$2,990.57
183123110105	11683 POLK ST NE	BENDER TRUSTEE PATRICIA DEANE	1	\$2,990.57	\$2,990.57
183123110106	11691 POLK ST NE	BERGSTROM, JANICE LYNNE	1	\$2,990.57	\$2,990.57
183123110107	11697 POLK ST NE	COPELAND MARY KAY	1	\$2,990.57	\$2,990.57
183123140087	11500 POLK ST NE	TKACH, VASILY SAMOILOVICH	1	\$2,990.57	\$2,990.57
183123140088	11492 POLK ST NE	FASSETT TYLER	1	\$2,990.57	\$2,990.57
183123140089	979 114TH CT NE	KAREMANI AVDULLAH & AFERDITA	1	\$2,990.57	\$2,990.57
183123140090	973 114TH CT NE	LAWRENCE JASON & TRACI	1	\$2,990.57	\$2,990.57
183123140091	972 114TH CT NE	WEGENER RICK	1	\$2,990.57	\$2,990.57
183123140092	978 114TH CT NE	WEGLEITNER, SARAH	1	\$2,990.57	\$2,990.57
183123140093	975 114TH AVE NE	LUCORE, WENDY S	1	\$2,990.57	\$2,990.57
183123140094	969 114TH AVE NE	ULBEIK AMY E & SCOTT J	1	\$2,990.57	\$2,990.57
183123140095	974 114TH AVE NE	GREENE, KELLY	1	\$2,990.57	\$2,990.57
183123140096	968 114TH AVE NE	BALDWIN, BRENNNA	1	\$2,990.57	\$2,990.57
183123140097	975 113TH CT NE	BOLOGAN, LIUBOV	1	\$2,990.57	\$2,990.57
183123140098	969 113TH CT NE	BERGERSON ROBERT L	1	\$2,990.57	\$2,990.57
183123140099	970 113TH CT NE	SWANSON DONALD & AMY	1	\$2,990.57	\$2,990.57
183123140100	976 113TH CT NE	LECLAIR TRUSTEE RYAN K	1	\$2,990.57	\$2,990.57

**2024 NORTHWEST AREA STREET RECONSTRUCTION
IMPROVEMENT PROJECT T24-05**

**EXHIBIT NO. 2 - AREA 1 PROPOSED FINAL ASSESSMENT ROLL
SINGLE FAMILY RESIDENTIAL PROPERTIES**

ASSESSMENT RATE BREAKDOWN					
CONSTRUCTION COSTS*	\$886,742.60	*(CONSTRUCTION COST DOES NOT INCLUDE DRIVEWAY, TRAIL, SIDEWALK REPLACEMENT OR WATER MAIN, SANITARY SEWER COSTS)			
ADMINISTRATIVE COSTS	\$263,101.04				
TOTAL COST	\$1,149,843.64				
		ASSESSMENT			
		RATE PER FRONT			
		FOOT			
ASSESSABLE COST	RESIDENTIAL RATE x35%	TOTAL FRONT FOOTAGE			
	\$402,445.27 /	11328.4 LF	=	\$35.53	

RESIDENTIAL PROPERTY

ASSESSMENT RATE		SINGLE FAMILY RESIDENTIAL ASSESSABLE FOOTAGE		AMOUNT ASSESSED		ASSESSABLE RESIDENTIAL LOT UNITS		ASSESSMENT RATE PER RESIDENTIAL LOT UNIT
\$35.53	X	8164.5 LF	=	\$290,085.04	/	97	=	\$2,990.57

PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT	PROPOSED ASSESSMENT
183123140103	982 113TH CT NE	GRANT, ANGELA	1	\$2,990.57	\$2,990.57
183123140104	996 113TH CT NE	PETROSKI, ANDREW S	1	\$2,990.57	\$2,990.57
183123140074	985 114TH CT NE	ORLICKI PAULETTE C	1	\$2,990.57	\$2,990.57
183123140075	982 114TH CT NE	MARCZAK, REBEKAH A	1	\$2,990.57	\$2,990.57
183123140076	998 114TH CT NE	HEMMINGER BLAKE STEVEN	1	\$2,990.57	\$2,990.57
173123230007	1002 114TH CT NE	TUFA BONTU	1	\$2,990.57	\$2,990.57
173123230008	1003 114TH AVE NE	MARCELLA MICHAEL S & LEANN M	1	\$2,990.57	\$2,990.57
183123140077	999 114TH AVE NE	DWENGER T J & MCALISTER M A	1	\$2,990.57	\$2,990.57
183123140078	983 114TH AVE NE	BRYAND WILLIAM & NANCY J	1	\$2,990.57	\$2,990.57
183123140079	980 114TH AVE NE	WHITTLES, CHELSEA	1	\$2,990.57	\$2,990.57
183123140080	996 114TH AVE NE	TIX TRUSTEE, THOMAS RALPH	1	\$2,990.57	\$2,990.57
173123230009	11382 POLK ST NE	NEBELUNG, ERIC N	1	\$2,990.57	\$2,990.57
173123230010	11372 POLK ST NE	LARSON, KYLE	1	\$2,990.57	\$2,990.57
173123230011	11358 POLK ST NE	LARSEN, JARED	1	\$2,990.57	\$2,990.57
183123140081	997 113TH CT NE	HODSDON TRUSTEE MELVYN GENE	1	\$2,990.57	\$2,990.57
183123140082	981 113TH CT NE	LARSON, KRISTIN MARY	1	\$2,990.57	\$2,990.57
173123230012	11346 POLK ST NE	LU SHERRY & VO SEAN	1	\$2,990.57	\$2,990.57
173123230013	11332 POLK ST NE	TJB HOMES INC	1	\$2,990.57	\$2,990.57
173123230014	11316 POLK ST NE	TAYLOR TRUSTEE RICHELLE LEE	1	\$2,990.57	\$2,990.57
173123230015	11347 POLK ST NE	ASH, ANGELA	1	\$2,990.57	\$2,990.57
173123230016	11333 POLK ST NE	LINDQUIST, JODY L	1	\$2,990.57	\$2,990.57
173123230017	11317 POLK ST NE	LANGLIE MICHAEL N	1	\$2,990.57	\$2,990.57
173123230018	11397 POLK ST NE	CARL, KIMBERLY S	1	\$2,990.57	\$2,990.57
173123230019	11383 POLK ST NE	SASSENFELD TRUSTEE ERIC M	1	\$2,990.57	\$2,990.57
173123230020	11371 POLK ST NE	BENOLKIN, JANA	1	\$2,990.57	\$2,990.57
173123230021	11359 POLK ST NE	SKY PROPERTIES 16 LLC	1	\$2,990.57	\$2,990.57
173123230022	11451 POLK ST NE	HOPPMAN JESSE	1	\$2,990.57	\$2,990.57
173123230023	11427 POLK ST NE	MCNELLIS, KEVIN	1	\$2,990.57	\$2,990.57
173123230024	11403 POLK ST NE	KARANJA, EILEEN	1	\$2,990.57	\$2,990.57
183123140084	11499 POLK ST NE	HENCK MICHAEL	1	\$2,990.57	\$2,990.57
183123110061	11504 ABLE ST NE	VANVLEET, BRANDON D	1	\$2,990.57	\$2,990.57
183123110062	11516 ABLE ST NE	FOSS, KARI M	1	\$2,990.57	\$2,990.57
183123110063	11528 ABLE ST NE	CHRISTOPHERSON, ELLEN W	1	\$2,990.57	\$2,990.57
183123110064	11540 ABLE ST NE	CASSEM MATTHEW	1	\$2,990.57	\$2,990.57
183123110065	11552 ABLE ST NE	RITZEMA, JONATHAN	1	\$2,990.57	\$2,990.57
183123110066	863 115TH LN NE	SARRO KIRSTEN ELISE	1	\$2,990.57	\$2,990.57
183123110067	875 115TH LN NE	LOBSANG TENZIN	1	\$2,990.57	\$2,990.57

EXHIBIT NO. 2 - AREA 1 PROPOSED FINAL ASSESSMENT ROLL
SINGLE FAMILY RESIDENTIAL PROPERTIES

ASSESSMENT RATE BREAKDOWN					
CONSTRUCTION COSTS*	\$886,742.60	*(CONSTRUCTION COST DOES NOT INCLUDE DRIVEWAY, TRAIL, SIDEWALK REPLACEMENT OR WATER MAIN, SANITARY SEWER COSTS)			
ADMINISTRATIVE COSTS	\$263,101.04				
TOTAL COST	\$1,149,843.64				
		ASSESSMENT			
		RATE PER FRONT			
		FOOT			
ASSESSABLE COST	RESIDENTIAL RATE x35%	TOTAL FRONT FOOTAGE	=		
	\$402,445.27 /	11328.4 LF		\$35.53	

RESIDENTIAL PROPERTY

ASSESSMENT RATE		SINGLE FAMILY RESIDENTIAL		AMOUNT ASSESSED		ASSESSABLE	ASSESSMENT RATE
		ASSESSABLE FOOTAGE				RESIDENTIAL LOT	PER RESIDENTIAL LOT
						UNITS	UNIT
\$35.53	X	8164.5 LF	=	\$290,085.04	/	97	= \$2,990.57

PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT	PROPOSED ASSESSMENT
183123110068	887 115TH LN NE	XIONG, NALEE	1	\$2,990.57	\$2,990.57
183123110069	899 115TH LN NE	NGUYEN HIEN & LE TRUNG	1	\$2,990.57	\$2,990.57
183123110070	911 115TH LN NE	SKOG, KAYLA	1	\$2,990.57	\$2,990.57
183123110071	923 115TH LN NE	ADEFUSI PETER K	1	\$2,990.57	\$2,990.57
183123110072	935 115TH LN NE	HEBERT DAN A	1	\$2,990.57	\$2,990.57
183123110081	11503 ABLE ST NE	VUONG, YEN N	1	\$2,990.57	\$2,990.57
183123110082	11517 ABLE ST NE	HARRISON, VICTORIA L	1	\$2,990.57	\$2,990.57
183123110083	11531 ABLE ST NE	AHMED FOWZIA A	1	\$2,990.57	\$2,990.57
183123110084	11545 ABLE ST NE	MUSTAFIC JUSUF & MERSIHA	1	\$2,990.57	\$2,990.57
183123110007	11691 ABLE ST NE	SIAPO LAURENCE O	1	\$2,990.57	\$2,990.57
183123110008	11677 ABLE ST NE	WISCOVITCH ARTURO & TERINA	1	\$2,990.57	\$2,990.57
183123110009	11669 ABLE ST NE	SUNDEEN WILLIAM & KRISTINE	1	\$2,990.57	\$2,990.57
183123110010	11653 ABLE ST NE	CALIASHKIR SACIID	1	\$2,990.57	\$2,990.57
183123110011	11635 ABLE ST NE	HLAVINKA, KATRINA M	1	\$2,990.57	\$2,990.57
183123110012	11629 ABLE ST NE	NELSON BRIAN C & DEBRA R	1	\$2,990.57	\$2,990.57
183123110013	11611 ABLE ST NE	NGUYEN, HOANG	1	\$2,990.57	\$2,990.57
183123110015	11616 ABLE ST NE	BIROSH DAVID A & KIMBERLY R	1	\$2,990.57	\$2,990.57
183123110016	11632 ABLE ST NE	OLSON, SUZANNE R	1	\$2,990.57	\$2,990.57
183123110017	11648 ABLE ST NE	NELSON RYAN D	1	\$2,990.57	\$2,990.57
183123110018	11650 ABLE ST NE	DUFRENE SHEILA J	1	\$2,990.57	\$2,990.57
183123110019	11666 ABLE ST NE	US BANK TRUST NA TRUSTEE	1	\$2,990.57	\$2,990.57
183123110020	11676 ABLE ST NE	KELLEY, JEANNE M	1	\$2,990.57	\$2,990.57
183123110021	11690 ABLE ST NE	BREDEMUS, ASHLEY	1	\$2,990.57	\$2,990.57

TOTAL:	97	\$290,085.29
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EXHIBIT NO. 2 - AREA 2 PROPOSED FINAL ASSESSMENT ROLL
SINGLE FAMILY RESIDENTIAL PROPERTIES

ASSESSMENT RATE BREAKDOWN					
CONSTRUCTION COSTS*	\$763,223.46	*(CONSTRUCTION COST DOES NOT INCLUDE DRIVEWAY, TRAIL, SIDEWALK REPLACEMENT OR WATER MAIN, SANITARY SEWER COSTS)			
ADMINISTRATIVE COSTS	\$226,452.28				
TOTAL COST	\$989,675.74				
	RESIDENTIAL RATE	x35%	TOTAL FRONT FOOTAGE	ASSESSMENT RATE PER FRONT FOOT	
ASSESSABLE COST	\$346,386.51	/	10532.8 LF	=	\$32.89

RESIDENTIAL PROPERTY

ASSESSMENT RATE		SINGLE FAMILY RESIDENTIAL ASSESSABLE FOOTAGE		AMOUNT ASSESSED		ASSESSABLE RESIDENTIAL LOT UNITS		ASSESSMENT RATE PER RESIDENTIAL LOT UNIT
\$32.89	X	8024.8 LF	=	\$263,936.33	/	99	=	\$2,666.02

PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT	PROPOSED ASSESSMENT
083123110002	12350 DAVENPORT ST NE	HUBER BRAD	1	\$2,666.02	\$2,666.02
083123110003	12362 DAVENPORT ST NE	PERSON, KRISTI L	1	\$2,666.02	\$2,666.02
083123110004	12374 DAVENPORT ST NE	SKALA JAIME	1	\$2,666.02	\$2,666.02
083123110005	12386 DAVENPORT ST NE	GEISER, STEVEN M	1	\$2,666.02	\$2,666.02
083123110006	12398 DAVENPORT ST NE	MEULEMANS, SAMATHA J	1	\$2,666.02	\$2,666.02
083123110007	12410 DAVENPORT ST NE	JAVED, ARIFA Y	1	\$2,666.02	\$2,666.02
083123110008	12422 DAVENPORT ST NE	SMALL, TROY M	1	\$2,666.02	\$2,666.02
083123110009	12434 DAVENPORT ST NE	CHARCHENKO, PAMELA ANN	1	\$2,666.02	\$2,666.02
083123110010	12446 DAVENPORT ST NE	JALEEL AKAD	1	\$2,666.02	\$2,666.02
083123110011	12458 DAVENPORT ST NE	CREMEEN-HARRIS, ERINNE	1	\$2,666.02	\$2,666.02
083123110012	12470 DAVENPORT ST NE	FRITZ DANIELLE	1	\$2,666.02	\$2,666.02
083123110013	12482 DAVENPORT ST NE	MOOSE, DAN	1	\$2,666.02	\$2,666.02
083123110014	12494 DAVENPORT ST NE	TADESSE, MEHERET ALEMU	1	\$2,666.02	\$2,666.02
083123110015	12481 DAVENPORT ST NE	KNIGHT DONALD R & JULIE A	1	\$2,666.02	\$2,666.02
083123110016	12469 DAVENPORT ST NE	STEIER COREY M	1	\$2,666.02	\$2,666.02
083123110017	1643 124TH LN NE	VANDROVEC, SUSAN J	1	\$2,666.02	\$2,666.02
083123110018	1655 124TH LN NE	MCNAIR COLIN J & KIMBERLY J	1	\$2,666.02	\$2,666.02
083123110019	1667 124TH LN NE	ELGEBERTI M A & MUSSA HAIAT A	1	\$2,666.02	\$2,666.02
083123110020	1679 124TH LN NE	DIGGINS MICHAEL	1	\$2,666.02	\$2,666.02
083123110021	12472 FERGUS CT NE	ANDERSON JORDAN A	1	\$2,666.02	\$2,666.02
083123110022	12484 FERGUS CT NE	PETERSON, DUSTIN	1	\$2,666.02	\$2,666.02
083123110023	12492 FERGUS CT NE	HON III LLC	1	\$2,666.02	\$2,666.02
083123110024	12485 FERGUS CT NE	CIARLETTA DIANNE M	1	\$2,666.02	\$2,666.02
083123110025	12477 FERGUS CT NE	NAZARENKO, VASSA	1	\$2,666.02	\$2,666.02
083123110026	12469 FERGUS CT NE	HIGH OPPORTUNITY NEIGHBORHOOD II LLC	1	\$2,666.02	\$2,666.02
083123110027	12461 FERGUS CT NE	NGUYEN MICHAEL JOHNSON	1	\$2,666.02	\$2,666.02
083123110028	12462 GOODHUE CT NE	PILLAI RAJESH G & NAIR SWETHA	1	\$2,666.02	\$2,666.02
083123110029	12470 GOODHUE CT NE	HAMED, ALAEDEAN & MIKAYLA	1	\$2,666.02	\$2,666.02
083123110030	12478 GOODHUE CT NE	HOITOMT SHERRI & LILIENTHAL S	1	\$2,666.02	\$2,666.02
083123110031	12486 GOODHUE CT NE	DHANARAJ DANIEL	1	\$2,666.02	\$2,666.02
083123110032	12491 GOODHUE CT NE	SENDOLO, BENEDICTUS	1	\$2,666.02	\$2,666.02
083123110033	12483 GOODHUE CT NE	JOSIAH, EMMANUEL T	1	\$2,666.02	\$2,666.02

EXHIBIT NO. 2 - AREA 2 PROPOSED FINAL ASSESSMENT ROLL
SINGLE FAMILY RESIDENTIAL PROPERTIES

ASSESSMENT RATE BREAKDOWN					
CONSTRUCTION COSTS*	\$763,223.46	*(CONSTRUCTION COST DOES NOT INCLUDE DRIVEWAY, TRAIL, SIDEWALK REPLACEMENT OR WATER MAIN, SANITARY SEWER COSTS)			
ADMINISTRATIVE COSTS	\$226,452.28				
TOTAL COST	\$989,675.74				
	RESIDENTIAL RATE	x35%	TOTAL FRONT FOOTAGE	ASSESSMENT RATE PER FRONT FOOT	
ASSESSABLE COST	\$346,386.51	/	10532.8 LF	=	\$32.89

RESIDENTIAL PROPERTY

ASSESSMENT RATE		SINGLE FAMILY RESIDENTIAL ASSESSABLE FOOTAGE		AMOUNT ASSESSED		ASSESSABLE RESIDENTIAL LOT UNITS		ASSESSMENT RATE PER RESIDENTIAL LOT UNIT
\$32.89	X	8024.8 LF	=	\$263,936.33	/	99	=	\$2,666.02

PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT	PROPOSED ASSESSMENT
083123110034	12473 GOODHUE CT NE	MURATOVIC RAMIZ & MERSADA	1	\$2,666.02	\$2,666.02
083123110035	12463 GOODHUE CT NE	FRANKS, DANIEL J	1	\$2,666.02	\$2,666.02
083123110036	1760 124TH LN NE	RAMDHAN DAYAL & KHEAMWANTIE	1	\$2,666.02	\$2,666.02
083123110037	1748 124TH LN NE	CANNATA, KORI DIANE	1	\$2,666.02	\$2,666.02
083123110038	1736 124TH LN NE	ANCEL, JENNIFER L	1	\$2,666.02	\$2,666.02
083123110039	1724 124TH LN NE	HARRYPERSAUD, RAVINDRA	1	\$2,666.02	\$2,666.02
083123110040	1712 124TH LN NE	PAUL, JACQUELINE	1	\$2,666.02	\$2,666.02
083123110041	1700 124TH LN NE	HAUBRICK HEATHER	1	\$2,666.02	\$2,666.02
083123110042	1688 124TH LN NE	LEPPI PETER J & KATHRYN A	1	\$2,666.02	\$2,666.02
083123110043	1676 124TH LN NE	SHOGREN, JEFFREY H	1	\$2,666.02	\$2,666.02
083123110044	1664 124TH LN NE	DESCOMBAZ ROBERTA L	1	\$2,666.02	\$2,666.02
083123110045	1652 124TH LN NE	OBERLANDER, SCOTT C	1	\$2,666.02	\$2,666.02
083123110046	1640 124TH LN NE	XIONG LENG	1	\$2,666.02	\$2,666.02
083123110047	1641 124TH AVE NE	PAW SHO L & VERAIAETSAKUL KRIANGSAK	1	\$2,666.02	\$2,666.02
083123110048	1653 124TH AVE NE	BONESTEEL MARK A & LAURA M	1	\$2,666.02	\$2,666.02
083123110049	1665 124TH AVE NE	NGUYEN, SAMMY N	1	\$2,666.02	\$2,666.02
083123110050	1677 124TH AVE NE	YANG INVESTMENTS LLP	1	\$2,666.02	\$2,666.02
083123110051	1689 124TH AVE NE	KRIEG, DANIELLE M	1	\$2,666.02	\$2,666.02
083123110052	1701 124TH AVE NE	VUE, JOSHUA	1	\$2,666.02	\$2,666.02
083123110053	1713 124TH AVE NE	BUI, KHANH	1	\$2,666.02	\$2,666.02
083123110054	1725 124TH AVE NE	KPUINEN, BARIAALA	1	\$2,666.02	\$2,666.02
083123110055	1737 124TH AVE NE	RISTROM, BENJAMIN	1	\$2,666.02	\$2,666.02
083123110056	1749 124TH AVE NE	THORMODSGAARD TRUSTEE DANIEL J	1	\$2,666.02	\$2,666.02
083123110057	1761 124TH AVE NE	THOMPSON RICHARD A & MARIA H	1	\$2,666.02	\$2,666.02
083123110058	1773 124TH AVE NE	JENKINS, DENISE A	1	\$2,666.02	\$2,666.02
083123110059	12391 GOODHUE ST NE	OSLUND JOHN C & ROBIN E	1	\$2,666.02	\$2,666.02
083123110060	12379 GOODHUE ST NE	GAMAN, MAHMOUD	1	\$2,666.02	\$2,666.02
083123110061	12367 GOODHUE ST NE	RUSTAD, THOMAS E	1	\$2,666.02	\$2,666.02
083123110062	1638 124TH AVE NE	ZIELINSKI LINDSEY M	1	\$2,666.02	\$2,666.02
083123110063	1650 124TH AVE NE	WILCOX, JODY	1	\$2,666.02	\$2,666.02
083123110064	1662 124TH AVE NE	BAYNE, NOEL	1	\$2,666.02	\$2,666.02
083123110065	1674 124TH AVE NE	KANDIL, MAHROUS	1	\$2,666.02	\$2,666.02

2024 NORTHWEST AREA STREET RECONSTRUCTION
IMPROVEMENT PROJECT T24-05

EXHIBIT NO. 2 - AREA 2 PROPOSED FINAL ASSESSMENT ROLL
SINGLE FAMILY RESIDENTIAL PROPERTIES

ASSESSMENT RATE BREAKDOWN					
CONSTRUCTION COSTS*	\$763,223.46	*(CONSTRUCTION COST DOES NOT INCLUDE DRIVEWAY, TRAIL, SIDEWALK REPLACEMENT OR WATER MAIN, SANITARY SEWER COSTS)			
ADMINISTRATIVE COSTS	\$226,452.28				
TOTAL COST	\$989,675.74				
ASSESSABLE COST	RESIDENTIAL RATE x35%	TOTAL FRONT FOOTAGE	ASSESSMENT RATE PER FRONT FOOT		
	\$346,386.51 /	10532.8 LF	=	\$32.89	

RESIDENTIAL PROPERTY

ASSESSMENT RATE		SINGLE FAMILY RESIDENTIAL ASSESSABLE FOOTAGE		AMOUNT ASSESSED		ASSESSABLE RESIDENTIAL LOT UNITS		ASSESSMENT RATE PER RESIDENTIAL LOT UNIT
\$32.89	X	8024.8 LF	=	\$263,936.33	/	99	=	\$2,666.02

PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT	PROPOSED ASSESSMENT
083123110066	1680 124TH AVE NE	RADES SHANNON	1	\$2,666.02	\$2,666.02
083123110067	1698 124TH AVE NE	XIONG, TOU ZIA	1	\$2,666.02	\$2,666.02
083123110068	1710 124TH AVE NE	GRUNDMAYER KELLY D & LISA A	1	\$2,666.02	\$2,666.02
083123110069	1722 124TH AVE NE	PORTER, ANGELA L	1	\$2,666.02	\$2,666.02
083123110070	1734 124TH AVE NE	DEVRIES, PAUL L	1	\$2,666.02	\$2,666.02
083123110071	12380 GOODHUE ST NE	PAULSON PHILLIP O	1	\$2,666.02	\$2,666.02
083123110072	12366 GOODHUE ST NE	ZEGLAND, MARIA	1	\$2,666.02	\$2,666.02
083123110073	12352 GOODHUE ST NE	HOCHSTEIN, RACHEL	1	\$2,666.02	\$2,666.02
083123110074	1735 123RD LN NE	IH3 PROPERTY MINNESOTA LP INVITATION HOMES C/O R	1	\$2,666.02	\$2,666.02
083123110075	1723 123RD LN NE	MUSSA, MOHAMMED A	1	\$2,666.02	\$2,666.02
083123110076	1711 123RD LN NE	SCRABECK LAMONTE L & PAULA J	1	\$2,666.02	\$2,666.02
083123110077	1699 123RD LN NE	JAMES, LAVONNE J	1	\$2,666.02	\$2,666.02
083123110078	1687 123RD LN NE	MAKI MATTHEW S & MICHELLE I	1	\$2,666.02	\$2,666.02
083123110079	1675 123rd LN NE	RAZA, HAMID	1	\$2,666.02	\$2,666.02
083123110080	1663 123RD LN NE	HENRY, JEVONIE A	1	\$2,666.02	\$2,666.02
083123110081	1651 123RD LN NE	ALNABI, SADIQ	1	\$2,666.02	\$2,666.02
083123110082	1639 123RD LN NE	WRICH, KYLE J	1	\$2,666.02	\$2,666.02
083123110083	1636 123RD LN NE	NEWSTROM DEAN L & CHRISTINE A	1	\$2,666.02	\$2,666.02
083123110084	1648 123RD LN NE	GARVEY, CHRISTOPHER	1	\$2,666.02	\$2,666.02
083123110085	1660 123RD LN NE	MBUTHIA, MARGARET WAMBUI	1	\$2,666.02	\$2,666.02
083123110086	1672 123RD LN NE	GELLA DEREK ROBERT	1	\$2,666.02	\$2,666.02
083123110087	1684 123RD LN NE	LYDDY MICHAEL E	1	\$2,666.02	\$2,666.02
083123110088	1696 123RD LN NE	BROWN JEFFREY	1	\$2,666.02	\$2,666.02
083123110089	1708 123RD LN NE	PASHKANEM, VOISKALDAR	1	\$2,666.02	\$2,666.02
083123110090	1720 123RD LN NE	SAMATAR MOHAMED	1	\$2,666.02	\$2,666.02
083123110091	1732 123RD LN NE	THOMPSON THOMAS E & BARBARA L	1	\$2,666.02	\$2,666.02
083123110092	1744 123RD LN NE	BABCOCK DAVID W & TONI M	1	\$2,666.02	\$2,666.02
083123110093	1756 123RD LN NE	NAMGYAL SONAM	1	\$2,666.02	\$2,666.02
083123110094	12329 GOODHUE ST NE	BUCHTA ORMA NHEON	1	\$2,666.02	\$2,666.02
083123110095	12349 GOODHUE ST NE	MINELL, STEPHEN M	1	\$2,666.02	\$2,666.02
093123220048	1803 123RD LN NE	RAYA LEYVA CRUZ ARMAUDO	1	\$2,666.02	\$2,666.02
093123220049	1823 123RD LN NE	LABERDA JAMES TRUSTEE	1	\$2,666.02	\$2,666.02
093123220050	1843 123RD LN NE	KABITZ, DAINA & IAN	1	\$2,666.02	\$2,666.02

EXHIBIT NO. 2 - AREA 2 PROPOSED FINAL ASSESSMENT ROLL
SINGLE FAMILY RESIDENTIAL PROPERTIES

ASSESSMENT RATE BREAKDOWN				
CONSTRUCTION COSTS*	\$763,223.46	*(CONSTRUCTION COST DOES NOT INCLUDE DRIVEWAY, TRAIL, SIDEWALK REPLACEMENT OR WATER MAIN, SANITARY SEWER COSTS)		
ADMINISTRATIVE COSTS	\$226,452.28			
TOTAL COST	\$989,675.74			
	RESIDENTIAL RATE	x35%	TOTAL FRONT FOOTAGE	ASSESSMENT RATE PER FRONT FOOT
ASSESSABLE COST	\$346,386.51	/	10532.8 LF	= \$32.89

RESIDENTIAL PROPERTY

ASSESSMENT RATE		SINGLE FAMILY RESIDENTIAL ASSESSABLE FOOTAGE		AMOUNT ASSESSED		ASSESSABLE RESIDENTIAL LOT UNITS		ASSESSMENT RATE PER RESIDENTIAL LOT UNIT
\$32.89	X	8024.8 LF	=	\$263,936.33	/	99	=	\$2,666.02

PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT	PROPOSED ASSESSMENT
093123220051	1826 123RD LN NE	SINCHE, JENNIFER M	1	\$2,666.02	\$2,666.02
093123220052	1804 123RD LN NE	PANNING, ANDREW W	1	\$2,666.02	\$2,666.02

TOTAL:	99	\$263,935.98
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City of Blaine Staff Report

File Number: 2025-130

Agenda Date	Status
June 2, 2025	
In Control	File Type
City Council	Motion

Approval of Consent Agenda: - Cathy Sorensen, City Clerk

Agenda Item # 7.9

Motion to Approve the 2025-2026 Liquor License Renewals

Executive Summary

Council is asked to approve the 2025-2026 liquor license renewals. These licenses will allow establishments to sell and serve alcoholic beverages.

Background

The attached list of businesses submitted applications to renew their existing liquor license(s). Each license is contingent upon completion of the background investigation and licensing fee requirements. Upon completion of all other code requirements, including liquor liability insurance, correction of any outstanding fire or building code violations, and payment of any delinquent taxes, assessments and utility charges, the 2025/2026 liquor licenses will be issued. Staff has confirmed there are no outstanding concerns regarding restaurant licensing with Anoka County Community Health and Environmental Services Department.

Strategic Plan Relationship

This item relates to the Growth Management strategic priority in the 2023-2026 strategic plan by providing additional opportunities for businesses to thrive while ensuring safe practices are employed.

Board/Commission Review

N/A

Financial Impact

Issuance of the license, including inspections, are included in the license fee adopted by city council.

Public Outreach/Input

No public notice is required for this license type.

Staff Recommendation

By motion, approve the 2025-2026 liquor license renewals as presented.

Attachment List

1. 2025-2026 License Renewals

Pending 2025/2026 Liquor License Renewals

On Sale Intoxicating and Sunday

Acapulco Mexican Restaurant
Applebee's Northtown Drive
Applebee's Pheasant Ridge Drive
Best Taste of Pho Saigon
Blainbrook Entertainment Center
Blazin Wings Inc. dba Buffalo Wild Wings
Bowlero
Bricks Kitchen & Pub
Brook Hall
Chili's Grill & Bar
Clive's Roadhouse
El Norte Mexican Bar & Grill
Broadway Bar & Pizza
Fogerty Arena
Hajime Sushi
Lucy's Burgers
Misono Sushi Asian Bistro
National Youth Golf Course
Ole Piper Inn
Oliver's Blaine
On the Green
Pal Mar Mexican Restaurant
Pizza Pub Prime
Red Lobster
Tavern Grill Restaurant & Bar
Thai Twist
The Ball Park
The Roadhouse
The Rusty Bumblebee
Tournament Players Club
Welcome Center
Hope Breakfast Bar
Wild Bill's Sports Saloon
X-Golf Blaine

Club/Tavern/Public Drinking

Sgt. John Rice VFW Post 6316

3.2% On Sale only

Hat Trick Café
Metro Gun Club
Rocky's Asian Bistro

3.2% On Sale & Wine

bb.q chicken
Carol's Restaurant
Chuck E. Cheese's
The Fun Lab

Off Sale

Central Spirits
Cub Wine & Spirits
G-Will Liquors
MGM & Spirits
Naples Wine and Spirits
Star Liquors
Target Store T-1832
Top 10 Liquors

3.2% Off Sale

Cub Foods 12595 Central
Cub Foods 10881 University
Cub Foods 4205 Pheasant Ridge
Cub Foods 585 Northtown
Kwik Trip 206
Kwik Trip 896
Kwik Trip 925
Kwik Trip 1014
Kwik Trip 1022
Kwik Trip 1136
Speedway 4445
Speedway 4321
Speedway 4311
Speedway 7020
Walmart 5976

Invictus Brewing

Brewer/Brew Pub Off Sale

Invictus Brewing

Tap Room Brewer On Sale



City of Blaine Staff Report

File Number: 2025-131

Agenda Date	Status
June 2, 2025	
In Control	File Type
City Council	Motion

Approval of Consent Agenda: -

Agenda Item # 7.10

Motion to Approve a Tobacco and Tobacco Products License for Shell Blaine located at 9850 Polk Street NE, Blaine, MN

Executive Summary

Council is asked to approve a tobacco and tobacco products license which will allow the applicant to sell tobacco products.

Background

SKGK Ventures LLC, is purchasing the current Mini Mart #5 store and has applied for a tobacco and tobacco products license for SKGK Ventures LLC dba Shell Blaine located at 9850 Polk Street NE. The applicants have met the licensing requirements by completing all necessary forms and paying associated fees. Blaine Police Department has conducted a background investigation on the applicants and found no reason to deny the license. If approved, the tobacco license will be effective through December 31, 2025. If approved, this will be the first location for SKGK Ventures, LLC in Blaine. As a reminder, council adopted a cap on the number and type of licenses to 50 licenses in conjunction with other uses and 12 tobacco products stores only. If approved, the ratio would be the same as it currently is as the current owner holds a tobacco license.

Strategic Plan Relationship

This item relates to the Growth Management strategic priority in the 2023-2026 strategic plan by providing additional opportunities for businesses to thrive while ensuring safe practices are employed.

Board/Commission Review

N/A

Financial Impact

Issuance of the license, including background check, is included in the license fee adopted by city council.

Public Outreach/Input

No public notice is required for this license type.

Staff Recommendation

By motion, approve a tobacco and tobacco products license for SKGK Ventures LLC dba Shell Blaine located at 9850 Polk Street NE

Attachment List

None



City of Blaine Staff Report

File Number: RES 25-88

Agenda Date	Status
June 2, 2025	
In Control	File Type
City Council	Resolution

7:00 PM - Public Hearing and Items Published for a Certain Time - Jason Zimmerman, Finance Director

Agenda Item # 8.1

Resolution Authorizing the Issuance of a \$6,000,000 Recreational Facility Revenue Note, Series 2025 (National Sports Center Project) by the Blaine Economic Development Authority

Executive Summary

The National Sports Center (NSC) has requested the City of Blaine/EDA act as the conduit debt issuer of a recreational revenue note not to exceed \$6,000,000.

To preserve tax-exempt status, the law requires approval by the issuer and elected representative upon conducting a public hearing. For this transaction, the EDA as an appointed body is proposed to be the issuer, thus necessitating approval from the City Council as an elected body. A separate action item will subsequently be presented for consideration to the EDA, assuming the City Council approves the enclosed resolution.

Background

Conduit Bonds

Unlike almost all other bonds, private activity revenue bonds, otherwise known as conduit bonds, are initiated by and issued for the benefit of private entities. Under the state statutes that authorize these bonds, the city first issues the bonds and then loans proceeds to the private entity. That private entity repays the loan in an amount sufficient to pay principal and interest on the bonds. As a practical matter, the loan is handled entirely by a separate bond trustee (usually the trust division of a bank).

Conduit bonds are a financing vehicle used by non-profit developers to help reduce the costs of borrowing by having a government entity issue bonds for capital financing that may qualify for tax-exempt status. Because the interest paid to investors by borrowers is excluded from the investors' state and federal taxable income, the investors are willing to accept a lower interest rate (they get to keep more of their interest earnings so they lend at a lower rate). That lower, tax-exempt interest rate makes it more affordable for borrowers like the NSC to build/expand/equip their buildings because they don't

carry as much interest expense when they borrow money for their capital projects.

Although the local government entity issues the bonds, the government entity has no obligation for the debt and almost no role in payment or administration of the bonds. The three most common conduit bonds in Minnesota are:

- Qualified 501(c)(3) bonds, where the user of bond proceeds is a nonprofit organization including hospitals, nursing homes, senior and other affordable housing, and schools (from K-12 to college).
- Housing revenue bonds (exempt facilities), where the user of bond proceeds is a private for-profit entity that builds housing intended for occupancy by persons or families who meet specified low-income guidelines.
- Small issue manufacturing bonds, where the user of the proceeds is a manufacturing business that constructs manufacturing facilities that meet certain federal requirements.

According to tax law, local governments can issue up to \$10 million in bonds under the “bank-qualified” provision within a calendar year, which allows them to bypass the traditional underwriting system and sell their tax-exempt bonds directly to local banks. Bank-qualified bonds decrease debt issuance costs by an estimated 25 – 40 basis points (bps) because banks are allowed to deduct 80% of the carrying costs, which is an exception to the general rule that banks cannot deduct the interest expense related to tax-exempt obligations. This bank-qualified status results in lower interest rates, reduced issuance costs, and a wider investor base for the issuer. With the City anticipated to issue more than \$10 million in bonds this year, staff is recommending the EDA act as the conduit issuer for this transaction to maintain bank-qualified status.

How Conduit Bonds Work

- The conduit issuer (usually a state or local government) issues the bonds and provides the proceeds to the private entity or nonprofit (the conduit borrower).
- The conduit borrower is responsible for repaying the principal and interest on the bonds, not the government issuer.
- Repayment typically comes from revenues generated by the financed project (e.g., hospital fees, rent from housing).
- The conduit issuer’s main role is to provide access to the tax-exempt municipal bond market, allowing the borrower to benefit from lower interest rates.

Key Features of Conduit Bonds

- No obligation of the City or EDA to make payments: Private activity bonds are considered revenue bonds, payable solely from the private borrower’s loan payments made in accordance with a loan agreement. No funds will come from the City or EDA.
- Expenses and costs to be paid by borrower: The borrower is required to pay all expenses incurred by the City or the EDA associated with this issuance.
- Indemnification: The borrower is required to indemnify the City and the EDA for any potential liability or future costs incurred by the City or the EDA with respect to the Notes, the Project, and granting necessary approvals.

- Not backed by government credit: These bonds are not supported by the full faith and credit of the issuing government. Investors rely on the financial strength of the conduit borrower and the project's revenue for repayment.
- Tax benefits: Interest income from many conduit bonds is exempt from federal (and sometimes state or local) income tax, making them attractive to investors.
- Higher risk: Since repayment depends on the project's success, conduit bonds are generally riskier than traditional municipal bonds backed by government tax revenue.

NSC Request

The NSC approached the City and its Bond Council with a proposal to obtain conduit debt to facilitate the refinancing of two existing conduit obligations previously provided for by the City/EDA as well as additional funds for new capital outlay. While approval is requested for up to \$6.0 million, current estimates have the actual amount needed at closer to \$5.3 million. The table below contains the specific purpose with the estimated amount of bonding requested.

Item	Estimated Amount
Refinancing the remaining balance of the 2011 issuance for the Expo Center	\$3,300,000
Refinancing the remaining balance of the 2020 issuance for the Sports Dome	\$1,500,000
Zamboni (2)	\$350,000
Roadwork	\$150,000

Conduit Financing Requirements

The City/EDA is not required, by law or charter, to provide conduit financing. The Council has the authority to approve or deny an application on a selective basis, regardless of actions taken on similar requests. Historically, the Council has provided financing to encourage development that offers broad benefits to the City, including employment, recreational, and housing opportunities. The City/EDA has not limited conduit financing to NSC, as other projects provided for include:

- [2020 - Refunding of existing debt for Fogerty Arena](#)
- [2017 - Financing related to the construction of the Legends of Blaine through Dominion](#)
- [2016 - Financing related to the construction of Blaine University Townhomes through Anoka County Community Action Program](#)

Strategic Plan Relationship

Providing private placement financing to eligible organizations within the community promotes collaboration and engagement as well as the overall economic vitality of Blaine.

Board/Commission Review

Not applicable.

Financial Impact

The note will not constitute a charge, lien or encumbrance upon any property of the City or the EDA except the Project, and such note or obligations will not be a charge against the City's general credit or taxing powers. The note will be issued as a special, limited revenue obligation of the EDA payable solely from sums to be paid by the borrower pursuant to a revenue agreement.

In accordance with the City's administrative policy for private activity revenue bond financing, the following fee structure will be applied to the principal amount of the bonds issued to recover administrative costs for services related to the issuance:

- 1% of the first five million dollars, plus;
- 1/2% of the next \$15 million, plus;
- 1/4% for the remainder of funds borrowed that exceeds \$20 million.

Per the aforementioned policy and estimated financing amount of \$5.3 million, the City would receive a fee of approximately \$51,500 to facilitate this transaction. Additionally, the NSC is responsible for all fees and charges incurred by the City associated with this request.

Public Outreach/Input

Notice of public hearing was published in the May 16 edition of the *Blaine/Spring Lake Park/Columbia Heights/Fridley Life*. No feedback was received by the Finance Department.

Staff Recommendation

1. Conduct the public hearing to receive input on the proposed issuance of a Recreational Facility Revenue Refunding Note, Series 2025 as proposed by the National Sports Center
2. Upon conclusion of the public hearing, approve the attached resolution

Attachment List

1. Blaine NSC Refunding Memo from Kutak Rock
2. Blaine NSC 2025 City Resolution



City of Blaine

Signature Copy

Resolution: RES 25-88

Resolution Authorizing the Issuance of a \$6,000,000 Recreational Facility Revenue Note, Series 2025 (National Sports Center Project) by the Blaine Economic Development Authority

MEMORANDUM

TO: Blaine Economic Development Authority Board
City of Blaine, Minnesota City Council

FROM: Jenny Boulton and Gina Fiorini, Bond Counsel

DATE: May 23, 2025

RE: Refunding of (i) City's Sports Facility Revenue Note, Series 2011 (NSC Sports Exposition Center Project, and (ii) EDA's Recreational Facility Revenue Note, Series 2020 (NSC Dome Project)

Introduction

At the request of The National Sports Center Foundation, a Minnesota nonprofit corporation organized under the laws of the State of Minnesota (the "Borrower"), on December 20, 2011, the City of Blaine, Minnesota (the "City") issued its Sports Facility Revenue Note, Series 2011 (NSC Sports Exposition Center Project) (the "Series Note"), in the original aggregate principal amount of \$3,200,000 (the "Series 2011 Note"), pursuant to Minnesota Statutes, Sections 469.152 to 469.1655 (the "Act"), as amended, and a resolution adopted by the City Council for the acquisition, construction and equipping of an approximately 20,000 square foot indoor sports and exhibit hall facility on the Borrower's campus. On May 8, 2020, the Blaine Economic Development Authority ("EDA") issued its Recreational Facility Revenue Note, Series 2020 (NSC Dome Project), in the original aggregate principal amount of \$3,822,676 (the "Series 2020 Note" and, together with the Series 2011 Note, the "Prior Notes"), pursuant to the Act and a resolution adopted by the Board for the acquisition, construction and equipping of an approximately 117,000 square foot dome and related facilities and improvements on the Borrower's campus. The City and the EDA, respectively, loaned the proceeds of the Prior Notes to the Borrower.

The Borrower has requested that the EDA issue its Recreational Facility Revenue Refunding Notes (National Sports Center Project), Series 2025A and Series 2025B in the aggregate principal amount not to exceed \$6,000,000 (collectively, the "Notes"), to assist in (i) refinancing the Prior Notes, (ii) financing the acquisition, construction and installation of certain capital improvements and equipment to be located on the Borrower's campus at 1750 105th Avenue NE in the City, including without limitation one or more Zambonis and certain road improvements (collectively, and together with the facilities financed by the Prior Notes, the "Project"); and (iii) financing costs of issuance of the Notes. The Project will be owned and operated by the Borrower. The Notes will be sold to and held by Alerus Financial, N.A., or another financial institution to be selected by the Borrower (the "Lender"). This memorandum is intended to provide background information on conduit revenue bonds such as the proposed Notes.

Legal Background

Tax-exempt municipal bonds fall into two general categories: "governmental purpose bonds," issued to finance general governmental projects, including for example public buildings and infrastructure; and "private activity bonds," issued to finance facilities owned and operated by certain kinds of private entities. The term "private activity bonds," also often called "conduit bonds" or "conduit revenue bonds," involves the issuer municipality acting as the conduit for financing by a private entity borrower.

Under the Internal Revenue Code of 1986, as amended (the "Tax Code"), Congress has determined that certain kinds of activities should be supported, and to that end, permits certain private borrowers to obtain tax-exempt financing for certain types of projects, resulting in lower interest costs for such borrowers.

Because the interest paid to investors by borrowers like the Borrower is excluded from the investors' state and federal taxable income, the investors are willing to accept a lower interest rate (they get to keep more of their interest earnings so they lend at a lower rate). That lower, tax-exempt interest rate makes it more affordable for borrowers like the Borrower to build/expand/equip their buildings because they don't carry as much interest expense when they borrow money for their capital projects. Tax-exempt bonds must be used for capital projects, not operating costs.

These private entities cannot issue their own tax-exempt debt to finance their projects; rather, such tax-exempt debt must be issued by state or local government entities, like the City or the EDA. Conduit bonds allow a municipality to achieve a public purpose. In this case, by assisting in the financing for improvements to recreational facilities.

The Notes are proposed to be issued as qualified 501(c)(3) bonds within the meaning of Section 145 of the Tax Code.¹ In order to issue qualified 501(c)(3) bonds, the facilities to be financed must be owned for federal tax purposes by a 501(c)(3) organization or a governmental unit and used for the exempt purposes of the 501(c)(3) organization. The Borrower is a qualified 501(c)(3) organization.

In addition to the requirements of the Tax Code, the Notes will be issued in accordance with Minnesota Statutes, Sections 469.152 through 469.1655, as amended.

As required by the Section 147(f) of the Code, the City Council will hold a public hearing on June 2, 2025 and thereafter consider a resolution approving the issuance of the Notes by the EDA. In addition, the Board of Commissioners of the EDA will consider a resolution approving the Notes and related documents on June 2, 2025.

Impact on the City and EDA

1. ***No obligation to make payments.*** The key feature of private activity bonds is that they are revenue bonds, payable solely from the private borrower's loan payments made in accordance a loan agreement (the "Loan Agreement") to be executed by the EDA and the Borrower and from other security provided by the Borrower. The bond documents will require the Borrower (and not the City or the EDA) to repay the Notes directly. No funds come from the City or the EDA. No money flows through the City or the EDA (neither the sale proceeds of the Notes, nor the debt service payments on the Notes). The bond documents will include provisions requiring the Borrower to indemnify the City and the EDA for any potential liability incurred by the City or the EDA with respect to the Notes and the Project. The bond documents will recite that the Notes, if and when issued, will not to be payable from nor charged upon any of the City's or the EDA's funds, other than the revenues received under the Loan Agreement and pledged to the payment of the Notes, neither the City nor the EDA will be subject to any liability on the Notes. The Notes will not constitute a general or moral obligation of the City or the EDA and no holder of the Notes will ever have the right to compel any exercise by the City or the EDA of its taxing powers to pay any of the principal of the Notes or the interest or premium thereon, or to enforce payment of the Notes against any property of the City or the EDA except the interests of the City in payments to be made by the Borrower under the Loan Agreement.

¹ Qualified 501(c)(3) bonds are just one type of tax-exempt private activity bonds. Other common types of private activity bonds include multifamily housing bonds for affordable housing projects, qualified small issue (manufacturing) bonds, qualified mortgage bonds, qualified student loan bonds, qualified redevelopment bonds, exempt facility (like airports, docks and wharves) bonds, and qualified veterans' mortgage bonds.

2. ***No adverse impact on the City's credit rating or debt limit.*** The Notes will not count towards any debt limitations imposed on the City or the EDA pursuant to Minnesota state law and the issuance of the Notes will not have any adverse impact on the City's credit rating, even in the event that the Borrower encounters financial difficulties. If the Notes were to go into default, the Lender and the Borrower would develop a work-out strategy, not the City.
3. ***The EDA may be contacted by the IRS in the event of an audit.*** While it is generally true that conduit issuers have no financial liability for private activity bonds, it is important to note that if the IRS audits a conduit bond issue, the EDA would be contacted directly by the IRS. The EDA would then contact the Borrower to respond to the audit. The bond documents require the Borrower to handle the audit and pay all of the costs of the audit. If, following the conclusion of an audit, the conduit Notes are determined to be taxable bonds, a declaration that the Notes are taxable would not impact the City or the EDA.
4. ***The Notes count towards the City's "bank-qualified bond" limit.*** Section 265(b)(3) of the Tax Code permits each issuer of tax-exempt obligations to designate up to \$10,000,000 of tax-exempt bonds as "qualified tax-exempt obligations" (also sometimes referred to as "bank-qualified bonds" or "BQ" bonds). Bank-qualified bonds are tax-exempt bonds that allow financial institutions to deduct interest expenses incurred to acquire or hold tax-exempt bonds. Such bonds have a broader market, and therefore carry slightly lower interest rates. The Notes would be included with the City's own governmental purpose bonds in calculating the \$10,000,000 annual limit for issuance of bank-qualified bonds. However, the City anticipates issuing more than \$10,000,000 in tax-exempt general obligation bonds in calendar year 2025 for its own projects (the "City Bonds") and is, therefore, already ineligible for the bank-qualification designation. Consequently, the proposed the Notes would not impact the City Bonds. The EDA as a separate, subordinate entity, has its own \$10,000,000 bank qualification limit but the EDA does not anticipate issuing bonds for any other purpose in 2025 and therefore has capacity to issue the Notes and designate them as bank qualified.
5. ***Expenses and Costs.*** The bond documents will provide that the Borrower will be required to pay all the expenses of the City or the EDA paid or incurred with respect to the Notes (including attorneys' fees) and will be required to indemnify the City and the EDA for any potential liability or costs incurred by the City or the EDA with respect to the Notes, the Project, and granting necessary approvals. In addition, the Borrower will pay the City's administrative fee charged for the issuance of conduit revenue bonds in accordance with its conduit debt policy.

Extract of Minutes of Meeting
of the City Council of the City of Blaine,
Anoka and Ramsey Counties, Minnesota

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Blaine, Minnesota, was duly held in the City Hall in said City on Monday, June 2, 2025, commencing at 7:00 P.M.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION AUTHORIZING THE ISSUANCE OF
CONDUIT RECREATIONAL FACILITY REVENUE REFUNDING NOTES,
SERIES 2025 (NATIONAL SPORTS CENTER PROJECT)
BY THE BLAINE ECONOMIC DEVELOPMENT AUTHORITY

BE IT RESOLVED By the City Council (the “Council”) of the City of Blaine, Anoka and Ramsey Counties, Minnesota (the “City”) as follows:

Section 1. Authority. Under the provisions of Minnesota Statutes, Sections 469.152 to 469.1655, as amended (the “Act”), municipalities and redevelopment agencies are authorized to carry out the public purposes described therein and contemplated thereby by issuing its revenue bonds or other obligations to make a loan to finance any properties used or useful in connection with a revenue producing enterprise. For purposes of the Act, the term “municipality” is defined to include a statutory city and the term “redevelopment agency” is defined to include any economic development authority referred to in Minnesota Statutes, Sections 469.001 to 469.047, as amended (the “EDA Act”). The Blaine Economic Development Authority (the “EDA”) is an economic development authority and a public body corporate and politic and a political subdivision duly organized and existing under the laws of the State of Minnesota.

Section 3. Background. Pursuant to the Act, the EDA has received from The National Sports Center Foundation, a Minnesota nonprofit corporation (the “Borrower”), a proposal that the EDA issue its Recreational Facility Revenue Refunding Notes (National Sports Center Project), Series 2025A and Series 2025B in the aggregate principal amount not to exceed \$6,000,000 (collectively the “Notes”), to assist in (i) refinancing the Sports Facility Revenue Note, Series 2011 (NSC Sports Exposition Center Project) (the “Series 2011 Note”), issued by the City on December 20, 2011 in the original aggregate principal amount of \$3,200,000; (ii) refinancing the Recreational Facility Revenue Note, Series 2020 (NSC Dome Project), issued by the EDA on May 8, 2020 in the original aggregate principal amount of \$3,822,676 (the “Series 2020 Note” and, together with the Series 2011 Note, the “Prior Notes”) (iii) financing the acquisition, construction and installation of

certain capital improvements and equipment to be located on the Borrower's campus at 1750 105th Avenue NE in the City, including without limitation one or more Zambonis and certain road improvements; and (iv) financing costs of issuance of the Notes (collectively, the "Project"). The City loaned the proceeds of the Series 2011 Note to the Borrower for the acquisition, construction and equipping of an approximately 20,000 square foot indoor sports and exhibit hall facility on the Borrower's campus. The EDA loaned the proceeds of the Series 2020 Note to the Borrower for the acquisition, construction and equipping of an approximately 117,000 square foot dome and related facilities and improvements on the Borrower's campus. The Project will be owned and operated by the Borrower.

Section 2. Limited Obligations. The City has been advised that the Notes or other obligations, as and when issued, will not constitute a charge, lien or encumbrance upon any property of the City or the EDA. The Notes shall be payable by the Borrower from revenues to be derived from the Borrower's facilities. Such Notes or other obligations will not be a charge against the general credit or taxing powers of the City or the EDA, but are payable from sums to be paid by the Borrower pursuant to a revenue agreement.

Section 3. Public Hearing. As required by the Act and Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), the Council has held a duly noticed public hearing on the issuance of the Notes and the proposal to undertake the Project located within the jurisdictional limits of the City.

Section 4. Approval. The City hereby finds, determines and declares that the issuance of the Notes by the EDA is necessary and in the best interests of the City and, as required by Section 147(f) of the Code, the Council, as the elected legislative body of the City, hereby authorizes issuance of the Notes by the EDA to finance the Project within the jurisdictional limits of the City.

Section 5. Consent to Refunding. The City hereby consents to the Borrower calling the Series 2011 Note for redemption.

Section 6. Costs. The City Council has adopted this resolution in reliance upon the assurances from the Borrower that the Borrower will, upon demand, reimburse the City for costs paid or incurred by the City in connection with this resolution, the Notes, and the Project. In addition, the Borrower shall pay an administrative fee for the Notes in accordance with the City's policy.

Passed and adopted this 2nd day of June, 2025.

Mayor

Attest:

City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by Member _____, and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.



City of Blaine Staff Report

File Number: RES 25-74

Agenda Date	Status
June 2, 2025	
In Control	File Type
City Council	Resolution

Development Business - Sheila Sellman, Assistant Community Development Director

Agenda Item # 9.1

Resolution Granting a One-Year Extension to a Conditional Use Permit to Allow 11 Single Family Lots in the Development Flex (DF) Zoning District at 9240 W 35W Service Drive NE. Boulder Villas (Boulder Contracting) (Case File No. 24-0022/SLK)

Executive Summary

The applicant is requesting a one-year extension to a Conditional Use Permit (CUP) to allow the development of 11 single-family homes. The applicant has been working with the Department of Natural Resources (DNR) concerning the presence of rare species of plants within the proposed development.

Background

Planning Commission Public Hearing	05/14/24
City Council (Conditional Use Permit)	06/17/24
City Council (Conditional Use Permit Extension)	06/02/25
Action Deadline (City Extended - 60 Days)	07/07/25

Staff report prepared by Shawn Kaye, Planner.

On June 17, 2024, the council approved a Conditional Use Permit (CUP) for the construction of 11 single-family lots in the Development Flex (DF) zoning district.

Per section 27.04 of the zoning code, construction must commence within one year of the date granting the conditional use, or the permit becomes null and void. To date, construction has not started, therefore the applicant has requested a one-year extension. The applicant's request indicates that they have been working with the DNR concerning the presence of rare species of plants within the proposed development.

The conditions around the project and the applicable code language have not changed since the CUP

was approved in 2024.

These extensions are under the council's quasi-legislative authority, allowing the council substantial discretion in this case. The City Council may approve or deny the extension, but cannot change the conditions placed on the CUP. If the request for extension is approved, the applicant will have until June 17, 2026, to commence construction. If the application is denied, the council would need to separately act to formally revoke the conditional use permit by resolution.

Original Staff Report:

Zoning

The subject site is zoned Single Family (R-1AA) and the applicant is requesting a rezoning to Development Flex (DF).

	R-1AA	Proposed DF
Lot Width	80 feet	53 feet
Lot Square Footage	10,800 sf	6,598 sf to 6,625 sf
Front Yard Setback	30 feet	25 feet
Side Yard Setback	10 feet house and 5 feet garage	6.5 feet house and 6.5 feet garage.
Rear Yard Setback	30 feet house and 5 feet garage	30 feet

Land Use Designation

The land use is Low Density Residential (LDR) which allows for 2.5 to 6 units per acre. The proposed subdivision meets that density requirement with 2.98 units per acre.

Surrounding Zoning and Uses

The subject site has R-1AA zoned property to the west and southwest with single-family homes present. A Light Industrial (I-1) zoned property with Commers Water is located south of the property. Single-family homes zoned R-1 are located to the north. The 35W frontage road and I-35W are located to the east. A trail is located on the property southwest of the subject parcel.

Existing Conditions

The existing parcel has trees, a ditch and wetland on the south area of the parcel, and a wetland located on the north side of the property.

History

There are no previous approvals on this property. A church applied for a Conditional Use Permit (CUP) in 2020 but withdrew the application prior to the Planning Commission meeting.

The applicant requested feedback on rezoning to Development Flex (DF) for 22 townhomes with a private street at a January 2024 City Council Workshop meeting, and there was not a consensus that a rezoning would be supported for 22 townhomes. The concerns were potential traffic and loss of trees.

Evaluation of Request

Plat

The preliminary plat creates 11 single-family lots and one common lot for ponding, wetlands, and common areas. The DF zoning district does not have minimum lot sizes. The narrowest lot width is 53

feet (one lot) with most lots being 53 feet wide.

As proposed, the lot sizes are as follows:

- Single-family Lots 1-11 range from 6,598 s.f to 6,625 s.f.
- Lot 12 (ponding, wetland, and common area): 3.17 acres

Architecture

The proposed single-family homes will have varying roof styles and exterior treatments. Vinyl/metal siding can be utilized on all elevations, which is proposed with a stone/brick element on the front elevation.

Setbacks

The DF zoning district does not have set standards for setbacks; these are determined as part of the CUP.

The setbacks are as follows:

- Front yard setback - 25 feet
- Side yard setback - 6.5 feet for house and 6.5 feet for garage.
- Corner side yard setback - 6.5 feet (private street), 30 feet (public street)
- Rear yard setback - 30 feet

Landscaping

The standard landscaping requirements are proposed, which are two trees on all lots. The side yards of Lots 1 and 11 adjacent to the frontage road will require three additional conifers for Lot 1 and 2 additional conifers for Lot 11.

Tree Preservation

Approximately 3.4 acres of trees will be disturbed during construction and the City's tree preservation requirement includes replacing eight trees per acre for all disturbed portions of the development. This would mean that 27 trees would be required for tree replacement purposes. The developer has proposed a total of 27 trees within this development. The tree preservation replacement requirement has been met.

Park Dedication

Park dedication will be required for the 11 new single-family lots being constructed at the rate of \$4,894 per unit (2024 rate) for a total park dedication fee of \$53,834 if paid in 2024. This amount must be paid prior to releasing the plat mylars for recording at Anoka County.

Grading/Storm Drainage

The developer is proposing to grade the entire site as shown on the Rice Creek Watershed District (RCWD) and city approved grading, drainage, erosion protection and sediment control plans prepared by the developer's engineer. The plans shall include existing drainage patterns (contours) with flow arrows, soil boring locations, perimeter site protection, tree preservation, tree clearing limits, custom grading, proposed grading contours, proposed drainage patterns with flow arrows, storm water

management, SWPPP information, temporary erosion protection Best Management Practices (BMPs), and temporary sediment control BMPs information for the site. The SWPPP may be included in the construction plan sheet(s) or prepared as a separate document and included in the development construction contract specifications.

The developer will also need to submit construction contract documents that include a mass (rough) grading, erosion protection, sediment control, development, utilities, roadway, and storm drainage plan sheets. Supporting wetland delineation report, geotechnical investigation report, soil boring logs, and hydrology report shall be included in the submittal for city review and approval.

The grading plan shall provide greater detail on protecting existing trees and provide additional information on adjacent property.

For each lot a house is proposed to be constructed on, as-built surveys shall be required to verify structure elevations, custom grading requirements, and final lot grading elevations.

Utilities

The developer will be responsible for Trunk Sanitary Sewer area charges. These charges become due with platting for upland acreage. The 2024 rate for Sanitary Sewer District 6 is \$6,999 per upland acre and will be applied to the acreage platted. This phase is proposing to develop 2.5 acres of upland for a total sewer area charge of \$17,550.

Standard water and sanitary sewer access charges (WAC & SAC) become due with each building permit at the rate established at the time the building permit is issued.

The developer shall be responsible for assessments for sanitary sewer and water lateral installments is \$10,269.

Hydrant locations must be reviewed and approved by the Fire Department.

Developer shall explore water source for landscape irrigation systems installed throughout the development including the possible use of created ponds or storm water reuse.

Wetlands/Watershed/FEMA

The plat will need to provide for a protective buffer strip of natural vegetation at least 15-feet in width (25-feet is preferred) and shall surround all wetlands. This buffer strip shall be placed in the easement.

The developer will need to submit the project to RCWD. Review, approval and permits are required prior to city plan approval and start of site work.

The development shall indicate that all structures are protected from flooding by processing a Letter of Map Change with FEMA prior to issuance of building permits within the unnumbered A-Zone on the FEMA flood map. Developer shall provide all FEMA paperwork and structure as-built surveys to homeowners at time of lot closing. Developer is responsible for following through with FEMA (as necessary) to receive final documents, to provide those documents to the homeowners, and to record these on the certificate of title for each parcel in the development.

Access/Street Design/Sidewalks/Trails

The development is proposing to gain/provide access from a connection to West 35W Service Drive NE.

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.

Conditional Use Permit

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

Section 27.04 Criteria for granting conditional use permits:

The Blaine City Council shall consider the advice and recommendations of the Planning Commission and the effect of the proposed use on the comprehensive plan and upon the health, safety, and general welfare of occupants of surrounding lands. Among other things, the Council shall consider the following findings where applicable. (Ord. No. 20-2447, 7-20-2020)

1. The use shall not create an excessive burden on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.
 - The proposed single-family subdivision is consistent with the development to the north, west, and south and is guided LDR which allows up to 6 units per acre and will not create excessive burden on public facilities or utilities.
2. The use will be located, designed, maintained, and operated to be compatible with adjoining properties and the existing or intended character of the zoning district.
 - The architectural standards listed in the proposed conditions will ensure the use is compatible with neighboring properties and the intent of the DF zoning district.
3. The use shall have an appearance that will not have an adverse effect upon adjacent properties.
 - The architectural standards listed in the proposed conditions will ensure the use is compatible with neighboring properties and the intent of the DF zoning district. The continuation of single-family development is compatible with the neighboring properties.
4. The use, in the opinion of the City Council, shall be reasonably related to the overall needs of the City and to the existing land use.
5. The use shall be consistent with the purposes of the zoning code and purposes of the zoning district in which the applicant intends to locate the proposed use.
 - The DF zoning district is intended to provide for greater flexibility in land use planning and maximize the choice of housing types and styles than is possible under the strict application of other sections of this ordinance. The DF district also attempts to create a reasonable balance between the interests of the property owner in freely developing his property with greater flexibility in land uses, and at the same time protect the interest of surrounding properties. The proposal is consistent with the intent of the district.
6. The use shall not be in conflict with the comprehensive plan of the City.
 - The use is consistent with the LDR land use.

7. The use will not cause traffic hazard or congestion.
 - o The proposed use will not generate any additional traffic hazard or congestion.
8. The use shall have adequate utilities, access roads, drainage, and necessary facilities.
 - o The existing structure is served with the required utility services, adequate roadway infrastructure and necessary drainage facilities to service the proposed uses.

Attachment List:

Zoning and Location Map
Extension Request
Final Plat
RES 24-110

Strategic Plan Relationship

Not applicable.

Board/Commission Review

The Planning Commission does not review extensions.

Financial Impact

Not applicable.

Public Outreach/Input

Not applicable.

Staff Recommendation

By motion, adopt the resolution or direct staff to return with a resolution denying the extension requires and identify findings for denial.

Attachment List

1. Attachments



City of Blaine

Signature Copy

Resolution: RES 25-74

Resolution Granting a One-Year Extension to a Conditional Use Permit to Allow 11 Single Family Lots in the Development Flex (DF) Zoning District at 9240 W 35W Service Drive NE. Boulder Villas (Boulder Contracting) (Case File No. 24-0022/SLK)

WHEREAS, an application has been filed by Boulder Contracting as Conditional Use Permit Case File No. 24-0022 for Boulder Villas; and

WHEREAS, said case involves the property described as follows:

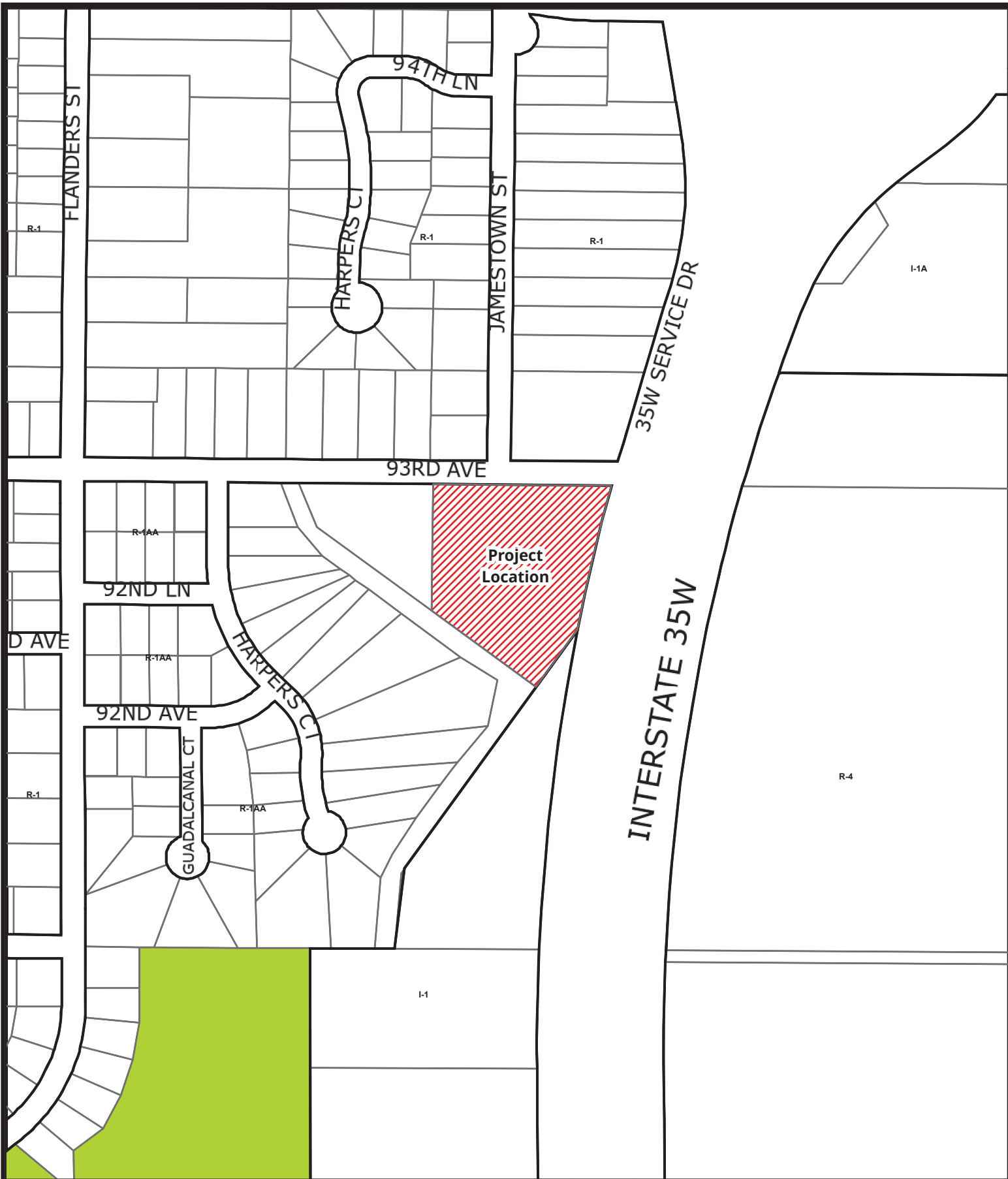
Lot 1 - 11, Block 1, BOULDER VILLAS

WHEREAS, the Blaine City Council approved a conditional use permit on June 17, 2024, to allow the construction of 11 single-family lots in the Development Flex (DF) zoning district; and

WHEREAS, the Blaine City Council has reviewed the request for extension on June 2, 2025; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Blaine that a one-year extension from the date of June 17, 2025, for a conditional use permit is hereby approved to allow the construction of 11 single-family lots in the Development Flex (DF) zoning district with the following conditions:

1. Due to the presence of a rare species of plant found on site, continuing to work with the DNR on mitigation has taken longer than anticipated.
2. Resolution 24-110 applies to this project.



BlaineMN.gov

Case File No. 24-0022 Boulder Villas

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



"Experience Our Personal Attention"

-Boulder Contracting



BOULDER VILLAS
SERVICE RD ON 35W

DATE 5-5-2025

The CUP has not been completed because the DNR found a rare plant species and is evaluating it until July sometime for answers on exactly what plant it is. Working with people trying to expedite the situation but has been drawn out unfortunately.

The plant will not bud until July at some point and the DNR will not evaluate until then.

Hoping to have answers by mid-July and starting and finishing before fall with the work needed to put in the roads ext.

BOULDER CONTRACTING
BRIAN JANSEN
612-369-2746

That part of Lot 2, Block 1, ASPEN RIDGE SECOND ADDITION, Anoka County, Minnesota, lying East of a line described as:

Commencing at the Northwest corner of said Lot 2; thence North 89 degrees, 49 minutes, 25 seconds East, assumed bearing along the North line thereof, 373 feet to the point of beginning of the line to be described; thence South 00 degrees, 10 minutes, 35 seconds East, 352 feet to the South line of said Lot 2 and said line there terminating.

Has caused the same to be surveyed and platted as BOULDER VILLAS and does hereby dedicate to the public for public use the drainage and utility easements as shown on this plat.

In witness whereof said Boulder Contracting, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this _____ day of _____, 20__.

BOULDER CONTRACTING, LLC

Brian Jansen, General Manager

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me this ____ day of _____, 20__ by Brian Jansen, General Manager of Boulder Contracting, LLC, a Minnesota limited liability company, on behalf of the company.

____ (Signature)

_____ (Print Name)

Notary Public, _____ County, Minnesota
My Commission Expires _____

I, Jason E. Rud do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries are shown and labeled on this plat; that all wetlands are shown and labeled on this plat; that all wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this ____ day of _____, 20__.

Jason E. Rud, Licensed Land Surveyor
Minnesota License No. 41578

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this ____ day of _____, 20__ by Jason E. Rud.

____ (Signature)

_____ (Print Name)

Notary Public, _____ County, Minnesota
My Commission Expires _____

CITY COUNCIL, CITY OF BLAINE, MINNESOTA

This plat of BOULDER VILLAS was approved and accepted by the City Council of the City of Blaine, Minnesota at a regular meeting thereof held on this ____ day of _____, 20____, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

CITY COUNCIL, CITY OF BLAINE, MINNESOTA

By _____ Mayor By _____ Clerk

COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this day of _____, 20__.

David M. Zieglmeier
Anoka County Surveyor

COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20__ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this __ day of __, 20__.

Property Tax Administrator

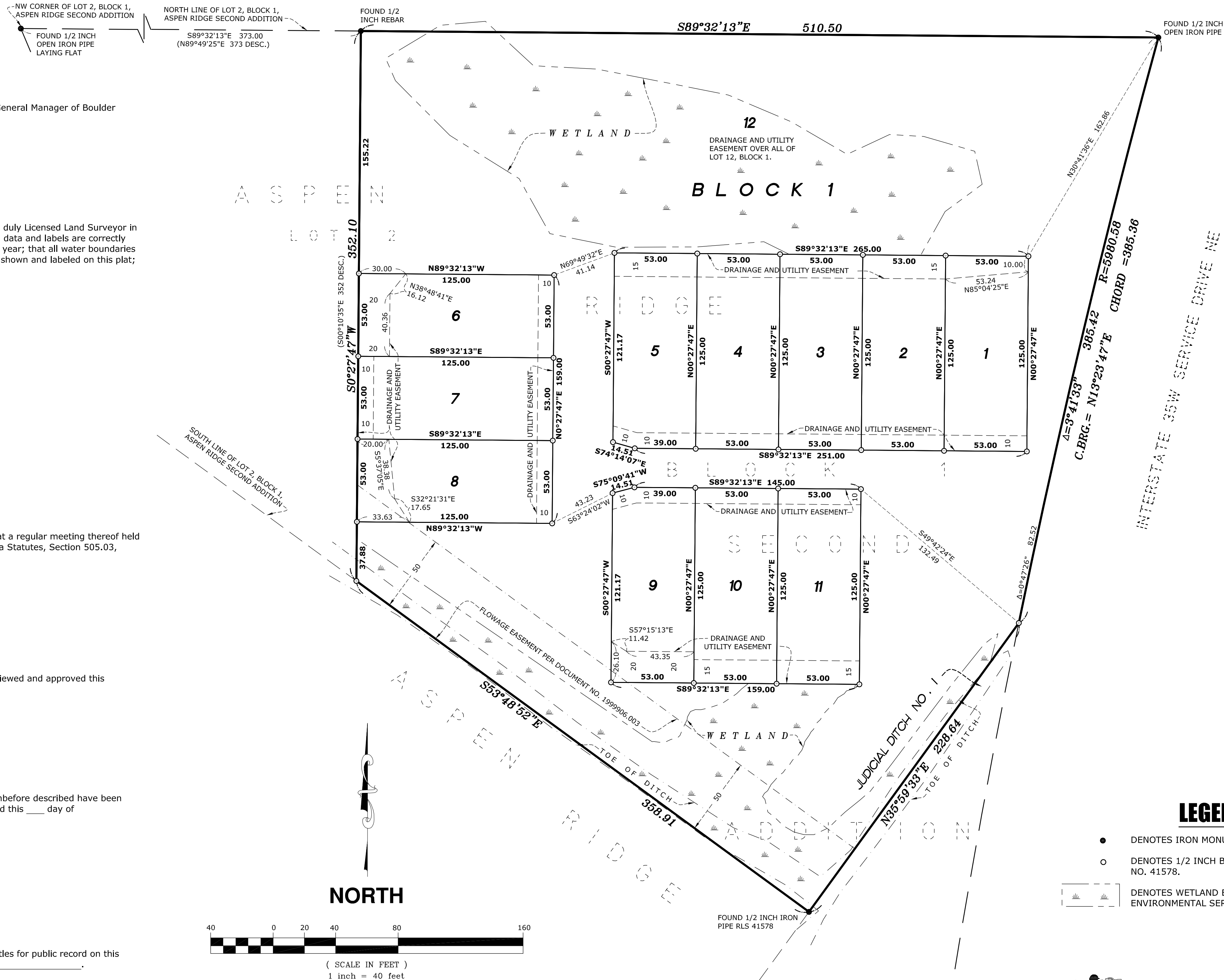
By _____, Deputy

COUNTY RECORDER/REGISTRAR OF TITLES
COUNTY OF ANOKA, STATE OF MINNESOTA

I hereby certify that this plat of BOULDER VILLAS was filed in the office of the County Recorder/Registrar of Titles for public record on this day of _____, 20____, at _____ o'clock _____ M. and was duly recorded as Document Number _____.

County Recorder/Registrar of Titles

By _____, Deputy



LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED.
 ○ DENOTES 1/2 INCH BY 14 INCH IRON PIPE SET, MARKED RLS NO. 41578.
 DENOTES WETLAND EDGE AS DELINEATED BY KJOLHAUG ENVIRONMENTAL SERVICE COMPANY IN NOVEMBER 2023.





City of Blaine

Signature Copy

Resolution: RES 24-110

Resolution Granting a Conditional Use Permit to Allow for the Construction of 11 Single Family Lots in the Development Flex (DF) Zoning District at 9240 W 35W Service Drive NE. Boulder Villas (Boulder Contracting) (Case File No. 24-0022/SLK)

WHEREAS, an application has been filed by Boulder Contracting as Conditional Use Permit Case File No. 24-0022 for Boulder Villas; and

WHEREAS, said case involves the property described as follows:

Lot 1 - 11, Block 1, BOULDER VILLAS

WHEREAS, the Blaine Planning Commission held a public hearing on May 14, 2024, and recommended approval regarding said Conditional Use Permit; and

WHEREAS, the Blaine City Council has reviewed said case on June 17, 2024; and

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Blaine that a conditional use permit is hereby approved per Section 29.11 and 27.04 of the Zoning Ordinance to allow the construction of 11 single family lots in the Development Flex (DF) zoning district with the following conditions:

Single Family - DF Development Standards

Permitted Uses

1. Single-family detached dwellings
2. Group family daycare

Accessory Uses

1. Private attached garages - one detached accessory structure, with area less than 120 square feet, will be permitted.
2. Private swimming pools meeting the requirements of Blaine Municipal Code Section 6-121.
3. Keeping of not more than two (2) boarders and/or roomers per dwelling unit.

Conditional Uses

1. Home occupations listed as Conditional Uses in Section 33.10

Standards

1. Front yard setback - 25 feet
2. Side yard setback - 6.5 feet for house and 6.5 feet for garage.
3. Corner side yard setback - 6.5 feet (private street) 30 feet (public street)
4. Rear yard setback - 30 feet
5. Maximum building height - 2 1/2 stories or 35 feet.
6. It shall be required for all single-family dwellings that there be an attached garage constructed of a minimum of four hundred (400) square feet, with no dimension less than 20 feet. Total garage space shall not exceed one thousand (1,000) square feet. Detached garages or accessory storage buildings above 120 square feet are not permitted. One detached accessory storage building below 120 square feet is permitted provided it meets 5-foot side and rear yard setbacks and be located within the rear yard.
7. The minimum finished floor area above grade for all homes shall be 1,400 square feet for a single level.
8. All homes shall have a minimum depth and width of 24 feet.
9. All homes to incorporate multiple gables or varied roof lines and articulation of the front façade. Vinyl/metal siding can be utilized on all elevations. Use of premium materials such as brick or natural stone are to be used on all front elevations.
10. All residential dwellings must be built in conformance with the current edition of the Minnesota State Building Code.
11. Driveways shall not be constructed closer than three feet to the property line. All driveways and approaches shall be hard surfaced using concrete, bituminous asphalt or other city-approved material that is consistent in durability and quality.
12. It shall be required that all yards of a new single-family dwelling be sodded over a minimum of 4-inches of topsoil (black dirt containing not more than 35 percent sand). Yards may be seeded over 4-inches of black dirt if underground irrigation is installed with the home.
13. Each lot in the development will be required to have the standard two trees with a minimum of 2½-inch caliper per lot. One tree will be required in the front yard and one tree may be planted in the rear or front yard.
14. The side yards of Lots 1 and 11 adjacent to the frontage road will require three additional conifers for Lot 1 and two additional conifers for Lot 11.

PASSED by the City Council of the City of Blaine this 17th day of June, 2024.

Signed by



Tim Sanders, Mayor



Signed by

Cathy Sorensen, CMC, City Clerk



City of Blaine Staff Report

File Number: RES 25-71

Agenda Date	Status
June 2, 2025	
In Control	File Type
City Council	Resolution

Development Business - Sheila Sellman, Assistant Community Development Director

Agenda Item # 9.2

Resolution Granting a Conditional Use Permit to Construct a Bank and a Zero Lot Line for a Shared Drive on the East and South Property Lines in a Planned Business District (PBD) Zoning District at 10777 Austin Street NE. Ideal Credit Union (Case File No. 25-0015/SLK)

Executive Summary

The applicant is requesting a conditional use permit to construct an Ideal Credit Union and zero lot line on the east and south property lines for access and parking.

Background

Planning Commission Public Hearing	05/13/25
City Council (Conditional Use Permit)	06/02/25
Action Deadline	06/16/25

Staff report prepared by Shawn Kaye, Planner, and Teresa Barnes, Project Engineer

Evaluation of Request

Planning Analysis

Zoning

The property is zoned Planned Business District (PBD). All uses in the PBD district require conditional use permits.

Land Use Designation

The property has a land use designation of Planned Industrial/Planned Commercial (PI/PC). This land use is intended to provide flexibility in development and to allow for the possibility of a mixture of uses within the same area such as retailing and services that serve larger areas, from neighborhood to regional scale.

Surrounding Zoning and Uses

All surrounding properties have PBD zoning and a PI/PC land use except for the property to the south which is zoned DF (Development Flex) and a land use of High Density Residential (HDR-2). The properties to the north are a Culver's restaurant and a vacant parcel. The property to the east is a vacant parcel, and an apartment building is to the south. Austin Street is located to the west.

Existing Conditions

The property is a vacant parcel.

History

The Lexington Meadows development was preliminary platted in 2018. The vacant parcel has no other previous approvals.

Site Plan

The applicant is proposing to construct a 4,410 square-foot bank with a 660 square-foot attached canopy for a total of 5,010 square feet on a vacant parcel on 108th Avenue.

The site is proposed to have a zero-lot line with properties to the south and east. An approximately 45-foot landscaped area will be provided on the south in addition to the shared private drive. The east property line will have a shared drive.

Hours of operation for the lobby are typically Monday – Friday 9AM to 5PM and Saturday 9AM to 12PM. On weekdays, the drive-through hours are extended by 30 minutes to 5:30PM.

Staffing of a branch this size would require between 3-7 employees, depending on time of day and transactional needs.

Setbacks

Building

- Front: 50 feet
- Side: 15 feet

Parking

- Front: 30 feet
- Side: 15 feet

The setbacks have been met on site, including zero lot lines on the west, north, and east property lines.

Parking

The parking provided on site meets parking requirements for the proposed bank use. A total of 11 parking stalls are required for the bank use proposed, and 21 parking spaces have been provided.

Architecture

The credit union's elevations have been attached and include the following materials:

- glass
- stone
- brick
- metal panel

The proposed buildings will meet the PBD zoning requirements.

Landscaping

The submitted landscape plan does meet zoning ordinance requirements except for the ornamental trees, which will need to be 2-inch caliper trees.

Tree Preservation

There are currently no trees on site.

Engineering Analysis

Grading/Storm Drainage

The developer will need to submit construction contract documents that include grading, erosion protection, sediment control, development, utilities, and storm drainage plan sheets.

Utilities

Standard water and sanitary sewer access charges (WAC & SAC) become due with each building permit at the rate established at the time the building permit is issued.

Wetlands/Watershed/FEMA

The developer will need to submit the project to Rice Creek Watershed District (RCWD) for review, approval and permits required prior to City plan approval and start of site work.

Access/Street Design/Sidewalks/Trails

The site will be accessed from existing private roads that connect to Austin Street and 108th Avenue NE. No additional access will be granted. No additional street design, sidewalk or trail will be required.

Easements/Right-of-way/Permits

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

Conditional Use Permit

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

Section 27.04 Criteria for granting conditional use permits:

The Blaine City Council shall consider the advice and recommendations of the Planning Commission and the effect of the proposed use on the comprehensive plan and upon the health, safety, and general welfare of occupants of surrounding lands. Among other things, the Council shall consider the following findings where applicable. (Ord. No. 20-2447, 7-20-2020)

1. The use shall not create an excessive burden on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.
 - A bank with shared access/parking does not create an excessive burden.
2. The use will be located, designed, maintained, and operated to be compatible with adjoining properties and the existing or intended character of the zoning district. (Ord. No. 20-2447, 7-20-2020)
 - The PBD zoning district is intended to provide an opportunity for greater flexibility in arranging land uses according to relative compatibility, convenience, and community needs. This use meets this intent.
3. The use shall have an appearance that will not have an adverse effect upon adjacent properties.
 - The shared/parking access and bank will meet all landscaping and building elevation requirements. The use will not have an adverse effect on adjacent properties.
4. The use, in the opinion of the City Council, shall be reasonably related to the overall needs of the City and to the existing land use.
5. The use shall be consistent with the purposes of the zoning code and purposes of the zoning district in which the applicant intends to locate the proposed use.
 - The use meets the purpose of the PBD zoning district.
6. The use shall not be in conflict with the comprehensive plan of the City.
 - The comprehensive plan designation is PI/PC, which is intended to provide flexibility in development and to allow for the possibility of a mixture of uses within the same area such as retailing and services that serve larger areas from neighborhood to regional scale. The use is not in conflict with the Comprehensive Plan.
7. The use will not cause traffic hazards or congestion.
 - The proposed development will not cause any additional traffic hazards or congestion.
8. The use shall have adequate utilities, access roads, drainage and necessary facilities.
 - The proposed development will be served with adequate utilities, road access and necessary facilities.

Attachment List:

Zoning and Location Map

Site Plan

Landscape Plan

Grading Plan

Floor Plans

Building Elevations

Narrative

Unapproved Planning Commission Minutes 5/13/25

Strategic Plan Relationship

Not applicable.

Board/Commission Review

The Planning Commission voted unanimously to approve the conditional use permit for a bank and zero lot line.

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.
4. Posted (sign) on the property with contact information for the Planning Department.

Staff Recommendation

By motion, adopt the resolution.

Attachment List

1. Attachments
2. Unapproved PC Minutes 051325



City of Blaine

Signature Copy

Resolution: RES 25-71

Resolution Granting a Conditional Use Permit to Construct a Bank and a Zero Lot Line for a Shared Drive on the East and South Property Lines in a Planned Business District (PBD) Zoning District at 10777 Austin Street NE. Ideal Credit Union (Case File No. 25-0015/SLK)

WHEREAS, an application has been filed by Ideal Credit Union as Conditional Use Permit Case File No. 25-0015; and

WHEREAS, said case involves the property described as follows:

Lot 1 Block 2 LEXINGTON MEADOWS 2ND ADDITION

WHEREAS, the Blaine Planning Commission held a public hearing on May 13, 2025, and recommended approval regarding said Conditional Use Permit; and

WHEREAS, the Blaine City Council has reviewed said case on June 2, 2025; and

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

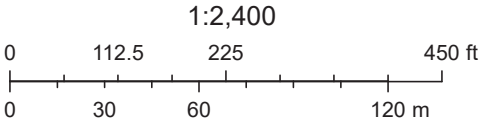
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Blaine that a conditional use permit is hereby approved per Sections 27.04 and 30.52 (e) of the Zoning Ordinance to allow a conditional use permit to construct a bank and a zero lot line for a shared drive on the east and south property lines in a Planned Business District (PBD) zoning district with the following conditions:

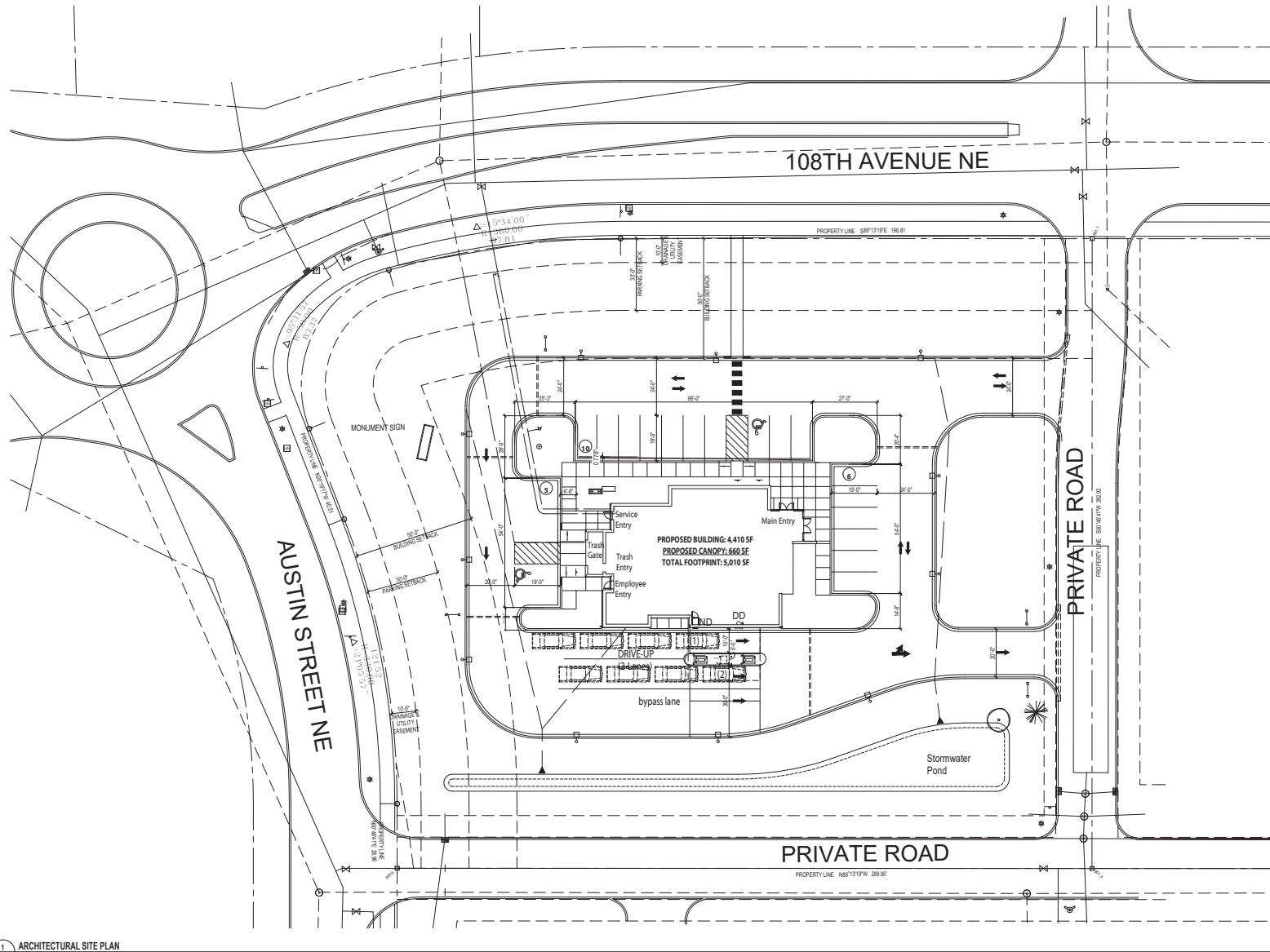
1. Site plan approval is required as a part of the building permit application. All site improvements to be included in the Site Improvement Performance Agreement (SIPA) and covered by an acceptable financial guarantee.
2. All site lighting shall be down-lit style lamps to reduce glare and to meet the requirements of the zoning ordinance. Pole-mounted lighting is limited to 20 feet in height.
3. All signage requires a separate permit meeting the requirements of the zoning ordinance.
4. Temporary signage is regulated under Zoning Ordinance Section 34.13.
5. The landscape plan shall meet zoning ordinance requirements. The ornamental trees shall be a minimum of 2 inches caliper.
6. A copy of the shared parking/access agreement is to be provided to the Planning Department prior to a building permit being issued.

PASSED by the City Council of the City of Blaine this 2nd day of June, 2025.



4/21/2025, 4:17:37 PM





A1

ARCHITECTURAL SITE PLAN

1" = 20'-0"

CUP SITE PLAN APPROVAL SUBMISSION
10777 Austin St. NE
04/11/25



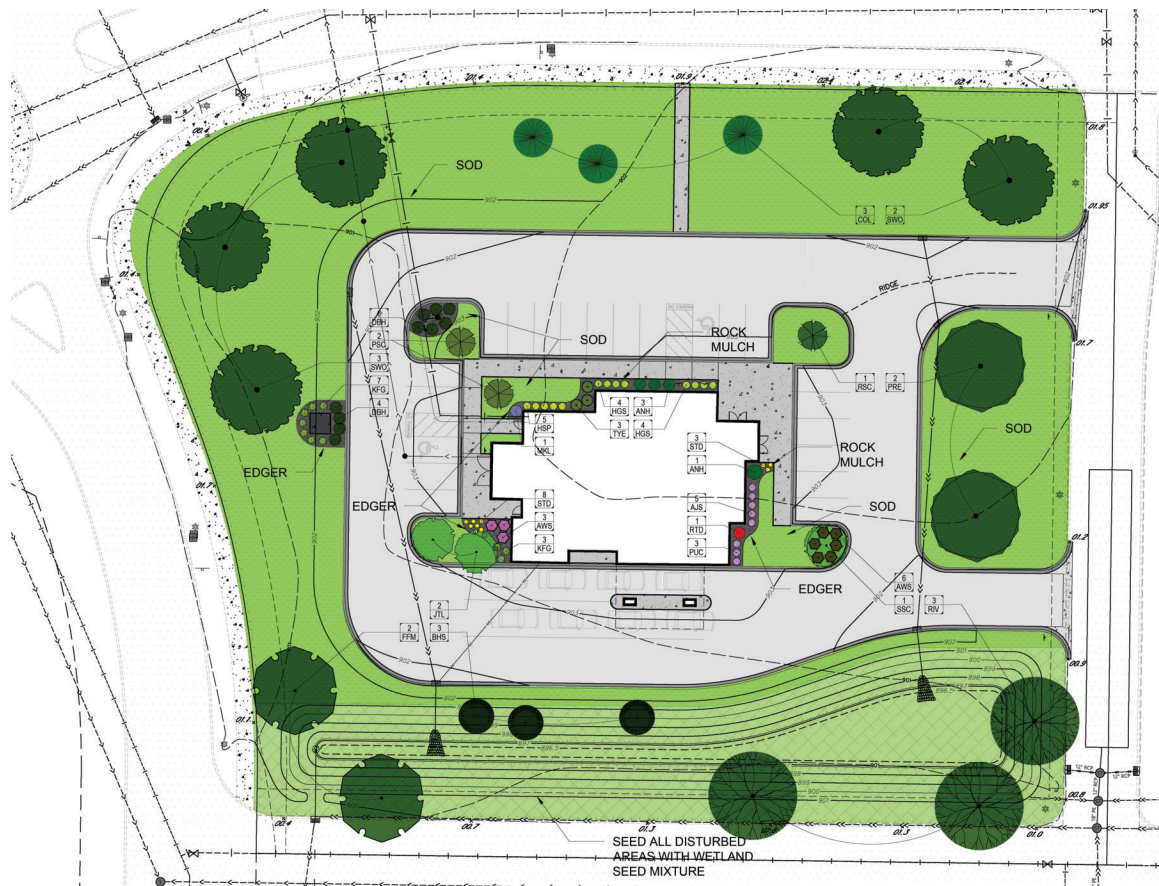
GRAPHIC	MATERIAL	SPECIFICATION	NOTES
	ROCK MULCH	1.5" DIAMETER CRUSHED GRANITE ROCK MULCH	3" DEPTH
	WETLAND SEED MIX TYPE 'A'	BWSR SEED MIX #34-182 EMERGING WETLANDS	5 LBS/AC
	WETLAND SEED MIX TYPE 'B'	BWSR SEED MIX #35-242	36.5 LBS/AC
	WETLAND SEED MIX TYPE 'C'	BWSR SEED MIX #34-182 EMERGING WETLANDS	5 LBS/AC
	SOD	BLUEGRASS PEAT SOD	N/A

GROUND COVER SCHEDULE:

PER THE CITY OF BLAINE LANDSCAPE ORDINANCE, REQUIRED LANDSCAPE QUANTITIES FOR THIS PROJECT ARE DETERMINED BY USING THE FOLLOWING QUANTIFIABLE ELEMENTS:

- BUILDING AREA = 4,410 SF
- SITE PERIMETER = 1,120 LF
- LANDSCAPING REQUIRED AS FOLLOWS:
 - OVERSTORY TREES - THE GREATER OF THE FOLLOWING:
 - 1 per 2,000 SF OF BUILDING OR = 3 TREES
 - 1 per 100 LF SITE PERIMETER = 12 TREES
 - 12 PROVIDED
 - CONIFEROUS TREES - THE GREATER OF THE FOLLOWING:
 - 1 per 2,000 SF OF BUILDING = 3 TREES
 - 1 per 200 LF SITE PERIMETER = 6 TREES
 - 6 PROVIDED
 - ORNAMENTAL TREES - THE GREATER OF THE FOLLOWING:
 - 1 per 2,000 SF OF BUILDING = 3 TREES
 - 1 per 200 LF SITE PERIMETER = 6 TREES
 - 6 PROVIDED
 - SHRUBS - THE GREATER OF THE FOLLOWING:
 - 1 per 300 SF OF BUILDING = 15 SHRUBS
 - 1 per 30 LF SITE PERIMETER = 38 SHRUBS
 - 38 SHRUBS AND ORNAMENTAL GRASSES PROVIDED PLUS MISCELLANEOUS PERENNIALS
- TREES WILL BE PLANTED AT THE MINIMUM SIZES AS SHOWN ON THE PLANT SCHEDULE. PROPOSED MINIMUM SIZES ARE:
 - 2 1/2" CAL. FOR DECIDUOUS TREES
 - 6" HEIGHT FOR CONIFEROUS TREES
 - 2.0' CAL. FOR ORNAMENTAL TREES
 - 24" HEIGHT FOR SHRUBS

LANDSCAPE CALCULATIONS:



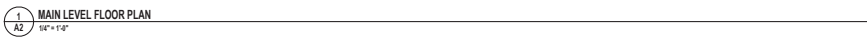
OVERALL LANDSCAPE PLAN:

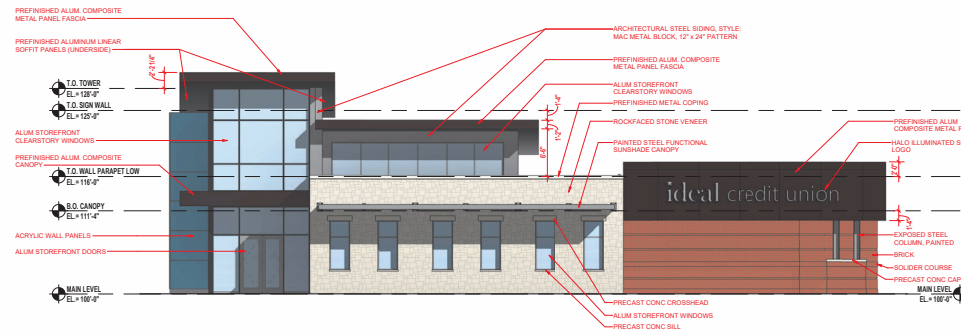
SYM	QTY	COMMON NAME	SCIENTIFIC NAME	SIZE	CONT	COMMENTS
DECIDUOUS SHRUBS						
ANH1	4	ANNABELLE HYDRANGEA	Hydrangea arborescens 'Annabelle'	24" HGT	POT	4' O.C.
AWB1	9	ANTHONY WATERER SPIREA	Spiraea x bumalda 'Anthony Waterer'	24" HGT	POT	4' O.C.
DBH1	10	DWARF BUSH HONEYSUCKLE	Diervilla lonicera	24" HGT	POT	4' O.C.
MLL1	1	MISS KILLILAC	Syringa pubesula 'Miss Kim'	24" HGT	POT	5' O.C.
RTD1	1	RED TWIGGED DOGWOOD	Cornus sericea 'Balladine'	24" HGT	POT	4' O.C.
CONIFEROUS SHRUBS						
TYE1	3	TAUNTON YEW	Taxus x media 'Taunton'	5 GAL	POT	5' O.C.
ORNAMENTAL GRASSES						
KFG1	10	KARL FOERSTER GRASS	Calamagrostis x acutiflora 'Karl Foerster'	2 GAL	POT	—
PERENNIALS AND GRASSES						
AJS1	5	AUTUMN JOY SEDUM	Sedum x 'Autumn Joy'	1 GAL	POT	24" O.C.
BES1	—	BLACK EYED SUSAN	Rudbeckia goldstrum	1 GAL	POT	24" O.C.
HGB1	6	HOSTA - GOLD STANDARD	Hosta x 'Gold Standard'	1 GAL	POT	24" O.C.
HSP1	6	HOSTA - SUN POWER	Hosta x 'Sun Power'	1 GAL	POT	30" O.C.
PUC1	3	PURPLE CONEFLOWER	Echinacea purpurea	1 GAL	POT	24" O.C.
STD1	11	STELLA D'ORO DAILY	Hemerocallis x 'Stella d'Or'	1 GAL	POT	18" O.C.

PLANTING SCHEDULE F (THIS PAGE ONLY)

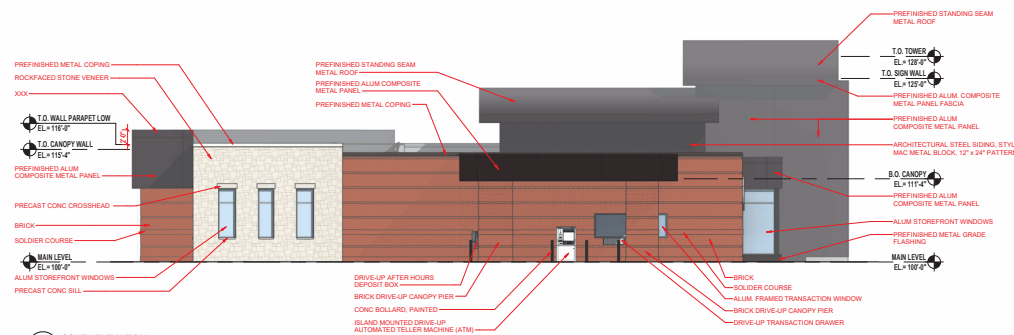
DECIDUOUS TREES						
CHB1	2	COMMON HACKBERRY	Celtis occidentalis	2.5" CAL	B&B	SINGLE STEM
FFM1	2	FALL FIESTA MAPLE	Acer saccharum 'Ballista'	2.5" CAL	B&B	SINGLE STEM
PRE1	2	PRINCETON ELM	Ulmus americana 'Princeton'	2.5" CAL	B&B	SINGLE STEM
RIV1	3	RIVER BIRCH	Betula nigra	2.5" CAL	B&B	SINGLE STEM
SWO1	3	SWAMP WHITE OAK	Quercus bicolor	2.5" CAL	B&B	SINGLE STEM
ORNAMENTAL TREES						
JTL1	2	JAPANESE TREE-LILAC	Syringa reticulata 'Ivory Silk'	1.5" CAL	B&B	SINGLE STEM
PSC1	2	PINK SPIRES CRABAPPLE	Malus x 'Pink Spires'	1.5" CAL	B&B	SINGLE STEM
RSC1	1	RED SPLENDOR CRABAPPLE	Malus x 'Red Splendor'	1.5" CAL	B&B	SINGLE STEM
SSC1	1	SPRING SNOW CRABAPPLE	Malus x 'Spring Snow'	1.5" CAL	B&B	SINGLE STEM
EVERGREEN TREES						
BHS1	3	BLACK HILLS SPRUCE	Picea alba densata	6" HGT	B&B	FULL FORM
COL1	3	COLORADO SPRUCE	Picea pungens	6" HGT	B&B	FULL FORM

TRF PLANTING SCHEDULE F

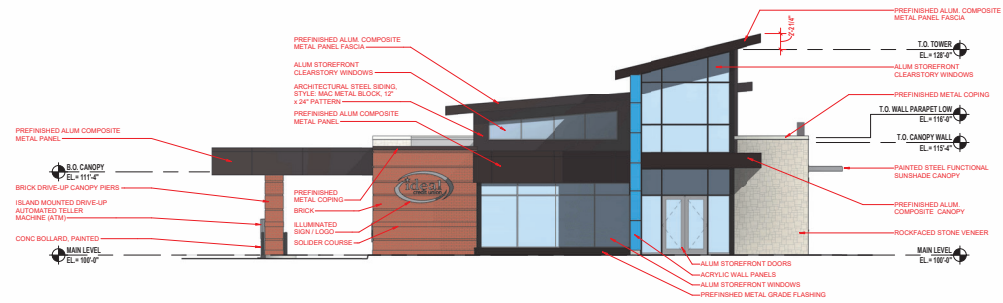




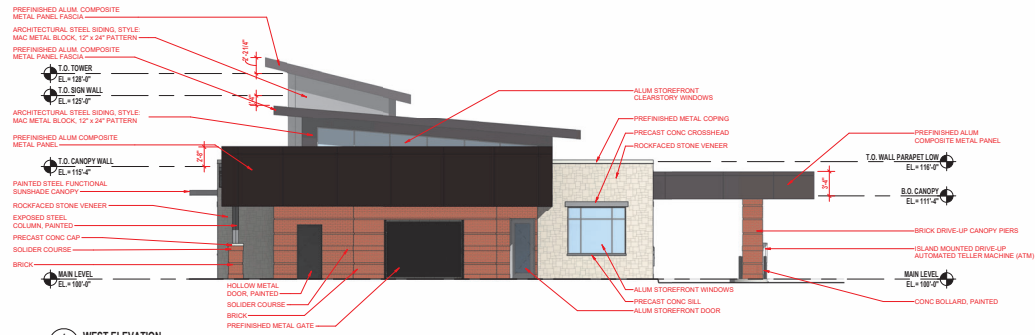
1 NORTH ELEVATION
18' x 1'-0"



2 SOUTH ELEVATION
18' x 1'-0"



3 EAST ELEVATION
18' x 1'-0"



4 WEST ELEVATION
18' x 1'-0"

ROCKFACED STONE VENEER	FACEBRICK & SOLDIER COURSE	ARCHITECTURAL PRECAST CONCRETE	PREFINISHED STEEL SIDING	PREFINISHED ALUMINUM COMPOSITE PANEL	ALUMINUM STOREFRONT FRAMES	PREFINISHED COPING, BRICK	PREFINISHED COPING, STONE	ACRYLIC WALL PANELS
MFR: BUECHEL STONE STYLE: ASHLAR, TAILORED BLEND ROCKFACE COLOR: MILL CREEK	MFR: BELDIN STYLE: MODULAR VELOUR COLOR: ADMIRAL RED	MFR: STONEWORKS STYLE: ACID ETCH FINISH COLOR: NATURAL GRAY #1000	MFR: MAC METAL STYLE: 12" x 24" BLOCK, STAGGERED JOINT COLOR: TITANIUM BLACK	MFR: ALUCOBOND STYLE: 4cm ALUMINUM COMPOSITE PANEL COLOR: CARBON BLACK	MFR: KAWNEER STYLE: 4 1/2" OR 6" ULTRA THERMALLY BROKEN FINISH: BLACK ANODIZED, CLASS I	MFR: PAC-CLAD COLOR: MIDNIGHT BRONZE	MFR: PAC-CLAD COLOR: GRANITE	MFR: 3FORM COLOR: CASSIDY, B26

MATERIAL CLASSIFICATION



CUP Site Plan Approval Submission

April 11, 2025

Ideal Credit Union | Blaine, MN

PROJECT NARRATIVE

Ideal Credit Union is proposing the construction of a new branch office to provide access to financial products and services for existing and potential new members in the City of Blaine and surrounding communities. The proposed project will offer ample parking for members and staff, as well as drive-up facilities that have become essential in modern banking. This project represents a significant investment in the City of Blaine, enhancing financial services along the important Lexington Corridor, which is easily accessible from Interstate 35W for nearby businesses and residents.

The new branch will feature a modern and attractive structure with high-quality finishes and a striking appearance. Key aspects of the project include:

- **Alignment with City Plans:** The project aligns with the City's Comprehensive Plan and the permitted land uses outlined in the Planned Business District (PBD) commercial zoning district.
- **Collaborative Design:** The site plan design has been developed with feedback from the city development team during the pre-application meeting.
- **Architectural Excellence:** The proposed building will be an evolution of Ideal Credit Union's design language from their most recent branch office. It will be a visually exciting and appealing structure that integrates seamlessly into the fabric of the Lexington Meadows development and local community. The exterior finishes will feature a mixture of premium materials, including extensive glass windows, stone, metal composite panels, and prefinished architectural grade steel siding with concealed fasteners. In addition to the materials, the varied roof heights and an intriguing façade result in a modern, pleasing design. Renderings and elevations are included in the submission package to illustrate the proposed building design.
- **Environmental Considerations:** The project is environmentally friendly, with minimized impervious surfaces and extensive green space and landscaping. The site design will incorporate the latest advances in stormwater management and minimal impact design standards (MIDS). The new building will not only comply with but exceed current energy codes while utilizing environmentally friendly materials and construction methods where possible.
- **Traffic Management:** The credit union branches will generate traffic during business hours. Similar sized existing branches currently average 4-10 transactions an hour in the lobby and 8-14 transactions an hour in the drive-through. All drive-through traffic will be managed onsite with excellent stacking capabilities that accommodate more than four vehicles in each transaction lane. There is also a bypass lane that allows vehicular traffic to continue circulating the site even when multiple vehicles are in each lane.
- **Operational Details:** While not finalized for this location, Ideal Credit Union's typical hours of operation for the lobby are Monday – Friday 9 a.m. to 5 p.m. and Saturday 9 a.m. to 12 p.m. On weekdays, the drive-through hours are extended by 30 minutes to 5:30 p.m.

- **Employment:** Total employee counts have not been finalized, but typical staffing of a branch this size would require between three and seven employees, depending on time of day and transactional needs. As part of their commitment to the community, Ideal will attempt to hire staff from Blaine and nearby communities. The new employees will be a mixture of part-time and full-time positions.
- **No Negative Impacts:** This project will not have any adverse effects on the community for the following items:
 - No impact on existing surrounding land uses.
 - No increase in noise, odors, smoke, gas, vibration, or pests.
 - No detrimental effects on public safety, health, or welfare.

About Ideal Credit Union: Ideal Credit Union was established in 1926 by a group of forward-thinking postal employees. Over the years, it has grown to serve a broader community, including residents of multiple counties in Minnesota and beyond. Ideal Credit Union offers a wide range of financial products and services, including checking and savings accounts, mortgage loans, personal loans, business services, and wealth management. As a member-owned financial institution, Ideal Credit Union is committed to making its products more affordable, its rates more competitive, and its services more personal, thereby strengthening the community through donations and volunteer commitments.



City of Blaine

Planning Commission

May 13, 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, May 13, 2025. Chair Goracke called the meeting to order at 7:00PM.

2. Roll Call

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

Members Absent: Commissioner Members Gorzycki and Halpern.

Staff Present: Shawn Kaye, Planner
Alex Koberoski, Zoning Technician
Teresa Barnes, Project Engineer

4. Public Hearing

- 4.2.** 2025-220 Case File No. 25-0015 // Ideal Credit Union // 10777 Austin Street NE
The applicant is requesting a conditional use permit to construct a bank and a zero lot line for a shared drive on the east and south property lines in a Planned Business District (PBD) zoning district.
Sponsors: Shawn Kaye, Planner

The report to the planning commission was presented by Shawn Kaye, Planner. The public hearing for Case File 25-0015 was opened at 7:12PM. As no one wished to appear, the public hearing was closed at 7:12PM.

Motion by Commissioner Geiselhart to recommend approval of Planning Case 25-0015 based on the following conditions:

Case 25-0015:

- 1. Site plan approval will be required as a part of the building permit application. All site improvements to be included in the Site Improvement Performance Agreement (SIPA) and covered by an acceptable financial guarantee.**
- 2. All site lighting to be down-lit style lamps to reduce glare and to meet the requirements of the zoning ordinance. Pole-mounted lighting is limited to 20 feet in height.**
- 3. All signage requires a separate permit meeting the requirements of the zoning ordinance.**
- 4. Temporary signage to be regulated under Zoning Ordinance Section 34.13.**
- 5. The landscape plan to meet zoning ordinance requirements. The ornamental trees shall be a minimum of 2 inches caliper.**
- 6. A copy of the shared parking/access agreement to be provided to the Planning Department prior to a building permit being issued.**
- 7. An issued Rice Creek Watershed District permit will be required to be received by the City prior to the proposed project receiving any city approval.**

Motion seconded by Commissioner Swanson. The motion passed 5-0.

Chair Goracke noted this would be on the agenda of the June 2, 2025 city council meeting.



City of Blaine Staff Report

File Number: RES 25-73

Agenda Date	Status
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June 2, 2025

In Control	File Type
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City Council

Resolution

Development Business - Sheila Sellman, Assistant Community Development Director

Agenda Item # 9.3

Resolution Granting Preliminary Plat Approval to Subdivide 10.34 acres into two lots, to be known as Cat Pumps Addition at 1681 94th Lane NE. Cat Pumps Corporation (Case File No. 25-0012/ACK)

Executive Summary

The applicant is requesting preliminary plat approval to subdivide 10.34 acres into two lots, to be known as Cat Pumps Addition.

Background

Planning Commission Public Hearing	05/13/25
City Council (Preliminary Plat)	06/02/25
City Council (Final Plat)	TBD
Action Deadline	0613/25

Staff report prepared by Alex Koberoski, Planning Technician, 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

Current Zoning

The property is zoned Light Industrial (I-1). It is the intent of this district to allow light industrial uses ranging from small to large scale industry and related services. Uses shall be compatible with neighboring nonindustrial uses through architectural standards and intensity of uses. This district may be located adjacent to residential, commercial, and industrial districts and shall have access to collector or arterial roads without passing through residential districts.

Land Use Designation

The property has a land use of Light Industrial (LI).

Land use description: Small to large scale industry and related services. Development in these areas should be free of hazardous or objectionable outputs (noise, odor, dust, smoke, glare, pollutants, etc.); accessible to major highways; and have full municipal services.

Surrounding Zoning and Uses

Property to the north and east is owned by the Airport. Properties to the south and west are zoned I-1.

Existing Conditions

The site consists of an existing multi-tenant industrial building constructed in 1980.

History

The parcel was platted in 1980 as Lot 8 Block 1 of Burr Oak Industrial Park.

Plat

The proposed preliminary plat consists of two lots.

The lot sizes are the following:

- Lot 1: 8.00 acres
- Lot 2: 2.34 acres

The minimum lot size in the I-1 district is one acre. Lot 1 will retain the existing building and all setbacks are being met. Lot 2 is vacant and development is not proposed at this time.

Park Dedication

The property was previously platted in 1980 as Burr Oak Industrial Park, and park dedication was paid for the lot. Therefore, park dedication is not required at this time.

Engineering Analysis

Grading/Storm Drainage

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

Utilities

The proposed property split will not require any new utility connections. Should development be proposed in the future, utility connections will need to be evaluated at that time.

Wetlands/Watershed/FEMA

Given that no development is proposed at this time, a Coon Creek Watershed District review is not required. Once development is proposed, further evaluation of the property will be required.

Access/Street Design/Sidewalks/Trails

The existing property has two existing access points to 94th Lane NE. The proposed property split will not receive any access at this time. Once development is proposed, access will be re-evaluated. No additional street design, sidewalks or trails will be required.

Easements/Right-of-way/Permits

Standard drainage and utility easements will be required to be platted along all property lines.

Attachment List:

Location Map

Narrative

Preliminary Plat

Unapproved Planning Commission Minutes 5/13/25

Strategic Plan Relationship

Not applicable.

Board/Commission Review

The Planning Commission voted unanimously to approve the preliminary plat. 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 051325



City of Blaine

Signature Copy

Resolution: RES 25-73

Resolution Granting Preliminary Plat Approval to Subdivide 10.34 acres into two lots, to be known as Cat Pumps Addition at 1681 94th Lane NE. Cat Pumps Corporation (Case File No. 25-0012/ACK)

WHEREAS, an application has been filed by Cat Pumps Corporation, Case File No. 25-0012 for a preliminary plat known as Cat Pumps Addition; and

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

Lot 8, Block 1, BURR OAK INDUSTRIAL PARK, Anoka County, Minnesota

WHEREAS, the Blaine Planning Commission has reviewed said case file on May 13, 2025; and

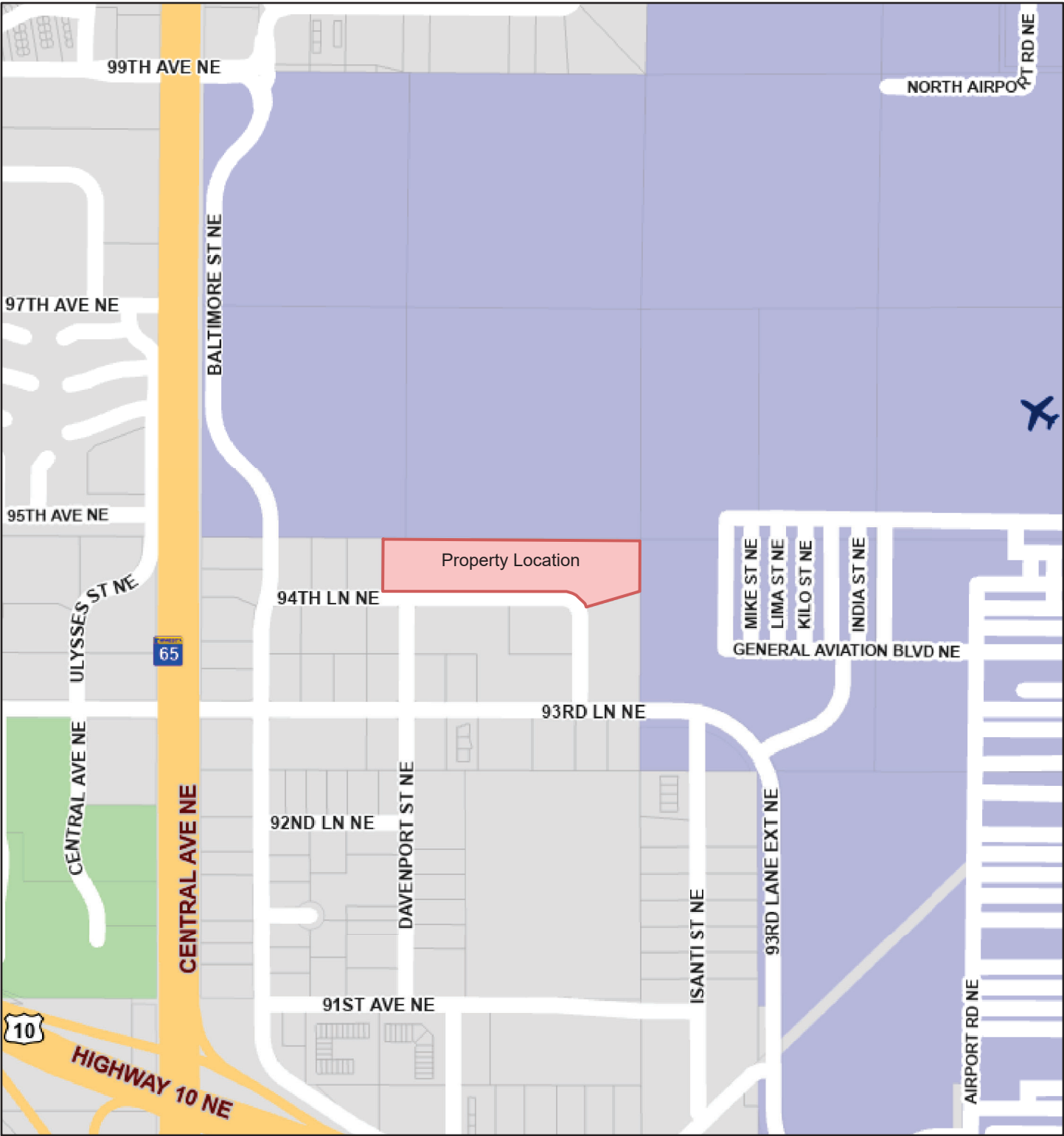
WHEREAS, the preliminary plat meets the general requirements of section 75-32 of the Blaine Zoning Code; and

WHEREAS, the Blaine Planning Commission held a public hearing on May 13, 2025, and recommend approval regarding said plat with conditions; and

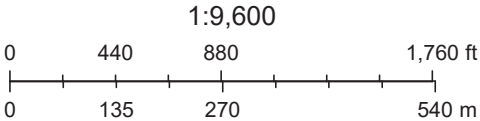
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Blaine that preliminary plat approval per Section 75-32 of the subdivision regulations is hereby granted for Cat Pumps Addition permitting preparation of a final plat for approval per Section 75-33 subject to the listed conditions.

1. The applicant is responsible for recording the plat mylars with Anoka County. Proof of recording must be provided to the City prior to issuance of building permits.
2. The developer is responsible for Trunk Sanitary Sewer area charges. These charges become due with platting for upland acreage. The 2025 rate for Sanitary Sewer Trunk is \$5,441.00 per upland acre and will be applied to the acreage platted. This phase is proposing to develop 10 acres of upland for a total sewer area charge of \$54,410.00.

PASSED by City Council of the City of Blaine this 2nd day of June, 2025.



4/21/2025, 4:07:05 PM





**CAT PUMPS ADDITION
PRELIMINARY/FINAL PLAT APPLICATION
PROJECT NARRATIVE**

**1681 94th LANE NORTHEAST
BLAINE, MINNESOTA**

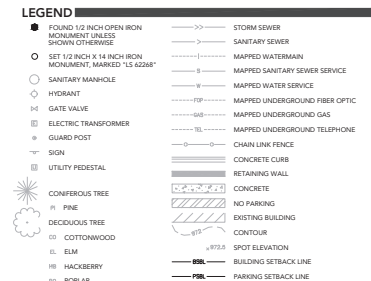
March 26, 2025

Loucks as representative for Cat Pumps Corporation is proposing a subdivision by preliminary and final plat for their property located at 1681 94th Lane NE, Blaine, MN. The property is currently 10.34 acres and is described as Lot 8, Block 1, BURR OAK INDUSTRIAL PARK, Anoka County, Minnesota. No current development is being proposed or planned at this time for either lot.

The plat will result in two lots. One lot will be 8.00 acres (for the Cat Pumps building) and one lot which will be sold for future development being 2.34 acres. Cat Pumps plans to sell the 2.34 acre lot to a developer and no current development is being proposed or planned at this time. The 2.34 acre lot is larger than many other lots currently developed and in use in the BURR OAK INDUSTRIAL PARK subdivision and along 94th Lane NE. There is ample room for development on the parcel, access to the parcel from 94th Lane NE, and utilities within the roadway to service any proposed future development.

The property is zoned Light Industrial (I-1) per the City of Blaine zoning map. Properties to the South and West are zoning Light Industrial as well while properties to the North and East are zoned Airport.

The proposed subdivision and resulting lots are in conformity with the City of Blaine comprehensive plan and resulting lots are in compliance with city code.



PLANNING
CIVIL ENGINEERING
LAND SURVEYING
LANDSCAPE ARCHITECTURE
ENVIRONMENTAL

755 Highway 55, Suite R100
Plymouth 55441
763.424.5505
www.loucksinc.com



GENERAL NOTES

SURVEYOR:

Loucks
 7200 Hemlock Lane, Suite 300
 Maple Grove, MN 55330
 763-424-5505

1. Prepared March 19, 2025

2. The address, if disclosed in documents provided to or obtained by the surveyor, or observed while conducting the fieldwork is 1681 94th Lane Northeast, Blaine, Minnesota 55449.

3. The bearings for this survey are based on the Anoka County Coordinate System NAD 83 (1996 Adjust).

4. Originating Benchmark: CIM MnDOT 0208C at Trunk Highway 65 0.95 miles north of Trunk Highway 10. Elevation = 910.126 feet (NAVD88)

Site Benchmark: Top nut of the fire hydrant located south of the site as shown hereon.
Elevation = 911.26 feet (NAVD88)

5. This property is contained in Zone X (areas determined to be outside the 0.2% annual chance floodplain) per Flood Insurance Rate Map No. 27003C0338E, Community Panel No. 2700070338E, effective date of December 16, 2015.

6. The field work was completed on March 3, 2025.

ZONING INFORMATION

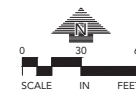
Any zoning classification, setback requirements, height and floor space area restrictions, and parking requirements, shown hereon, was researched to the best of our ability and is open to interpretation. Per the City of Blaine Zoning Map and City Code, on February 26, 2025, information for the subject property is as follows:

Zone: Light Industrial (I-1);
Building Setbacks: Front 40 feet, Corner 40 feet, Side 15 feet, Rear 20 feet;
When a light industrial district is adjacent to any residential district, building setbacks shall be one hundred (100) feet along any side adjacent to a residential district.
Height: 50 feet;

Parking Setbacks: Front/Corner 25 feet, Side 10 feet, Rear 10 feet;
If rear yard or side yard parking setback is adjacent to a residential district, the parking setback shall be twenty-five (25) feet.
Floor Area Ratio: Lot coverage shall not exceed thirty (30) percent of lot area.

SITE DATA

Areas:	
Lot 1, Block 1	= 348,819 +/- square feet or 8.00 +/- acres
Lot 2, Block 1	= 101,783 +/- square feet or 2.34 +/- acres
Total Property Area	= 450,602 +/- square feet or 10.34 +/- acres



CADD QUALIFICATION

CADD files prepared by the Consultant for this project are instruments of the Consultant professional services for use solely with respect to this project. These CADD files shall not be used for other projects, for additions to this project, or for completion of this project by others without written approval by the Consultant. With the Consultant's approval, others may be permitted to obtain copies of the CADD drawing files for information and reference only. All intentional or unintentional revisions, additions, or deletions to these CADD files shall be made at the full risk of that party making such revisions, additions or deletions and that party shall hold harmless and indemnify the Consultant from any & all responsibilities, claims, and liabilities.

SUBMITTAL/REVISIONS

03/19/25 SURVEY ISSUED

PROFESSIONAL SIGNATURE

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

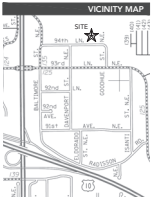
Dillon J. Texas

Dillon J. Texas - PLS

License No.	62268
Date	03/19/25

QUALITY CONTROL

Loucks Project No.	250119
Project Lead	DJT
Drawn By	NRS
Checked By	DJT
Field Crew	CMS/SKS



PRELIMINARY PLAT OF CAT PUMPS ADDITION

1 OF 1



City of Blaine

Planning Commission

May 13, 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, May 13, 2025. Chair Goracke called the meeting to order at 7:00PM.

2. Roll Call

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

Members Absent: Commissioner Members Gorzycki and Halpern.

Staff Present: Shawn Kaye, Planner
Alex Koberoski, Zoning Technician
Teresa Barnes, Project Engineer

4. Public Hearing

- 4.3.** 2025-218 Case File No. 25-0012 // Cat Pumps Corporation // 1681 94th Lane NE
The applicant is requesting preliminary plat approval to subdivide 10.34 acres into two lots, to be known as Burr Oak Industrial Park. No development is proposed at this time.
Sponsors: Alex Koberoski, Zoning Technician

The report to the planning commission was presented by Alex Koberoski, Zoning Technician. The public hearing for Case File 25-0012 was opened at 7:14PM. As no one wished to appear, the public hearing was closed at 7:14PM.

Motion by Commissioner Olson to recommend approval of Planning Case 25-0012 based on the following conditions:

Case 25-0012:

- 1. The applicant is responsible for recording the plat mylars with Anoka County. Proof of recording must be provided to the City prior to issuance of building permits.**
- 2. The developer is responsible for Trunk Sanitary Sewer area charges. These charges become due with platting for upland acreage. The 2025 rate for Sanitary Sewer Trunk is \$5,441.00 per upland acre and will be applied to the acreage platted. This phase is proposing to develop 10 acres of upland for a total sewer area charge of \$54,410.00.**

Motion seconded by Commissioner Swanson. The motion passed 5-0.

Chair Goracke noted this would be on the agenda of the June 2, 2025 city council meeting.



City of Blaine

Staff Report

File Number: RES 25-79

Agenda Date	Status
June 2, 2025	
In Control	File Type
City Council	Resolution

Development Business - Sheila Sellman, Assistant Community Development Director

Agenda Item # 9.4

Resolution Granting Preliminary Plat Approval to Create Two Lots to be Known as Uram Addition at 8634 Central Avenue NE. Scott Uram (Case File No. 25-0014/SAS)

Executive Summary

The applicant is proposing a two lot subdivision, development is not proposed at this time.

Background

Planning Commission Public Hearing	05/13/25
City Council (Preliminary Plat)	06/02/25
City Council (Final Plat)	TBD
Action Deadline	06/06/25

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 Community Commercial (B-2) and is part of the Highway 65 Overlay district.

The purpose of the B-2 district is to allow commercial uses serving surrounding neighborhoods with low to moderate traffic uses. This district may be located adjacent to residential, commercial, and industrial districts and shall be primarily located on collector or arterial roads.

The purpose of the Highway 65 Overlay district is to promote the development of an attractive view of the community from Highway 65 through architectural and signage controls, landscaping, screening, building orientation and establish minimum standards that contribute to a community image of quality, visual aesthetics, permanence, and stability along the Highway 65 corridor.

Land Use Designation

The subject site is designated Community Commercial (CC) in the Comprehensive Land Use Plan. The CC district is intended for retailing services that serve larger areas, from neighborhood to regional scale.

Surrounding Zoning and Uses

Properties to the north are zoned B-2 and Single-family Residential (R-1) and is developed with Batteries Plus and single family. The west is developed with single-family residential and zoned R-1 and the south is B-2 developed with Calibur Collison. Highway 65 is to the east.

Existing Conditions

The site is developed with an office building. The applicant owns three parcels that are somewhat connected and oddly shaped. Two of the lots have frontage and access from Central Ave frontage road and are zoned B-2 and guided CC. The third parcel is located behind these lots and does not have direct access and is zoned R-1 and guided CC. As the lots sit today, they cannot develop without replatting so that the entire site has access. The zoning on the rear parcel is not consistent with the rest of the development and, in order for the applicant to use the property, a rezoning is necessary, but is not required for the proposed subdivision.

History

A Comp Plan Amendment to change from LDR to CC was approved for the rear lot in 2024.

Plat

The proposed plat creates two new lots.

Lot 1: 0.95 Acres

Lot 2: 2.14 Acres

The B-2 district does not have minimum lot size requirements.

Setbacks

Development is not proposed at this time. The existing building is proposed to be set back 23 feet from the new property line. The minimum side yard setback in the B-2 district is 20 feet. It is unclear from the submitted plans if the pavement from the existing parking lot is going to be utilized for parking or be removed. If it remains, a conditional use permit is required for zero-lot line, shared access/parking.

Landscaping

No additional landscaping is required with the preliminary plat, as no development is proposed at this time. Landscaping will be reviewed upon any new development.

Park Dedication

The new plat is 3.09 acres total. The 2025 park dedication rate is \$13,188 per acre in the B-2 district, resulting in \$40,750 that is due at the time of final plat.

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.

Easements/Right-of-Way/Permits

The developer will need to obtain all required permits for any future proposed construction 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.

Attachment List:

Zoning and Location Map

Preliminary Plat

Unapproved Planning Commission Minutes 5/13/25

Strategic Plan Relationship

Not applicable.

Board/Commission Review

The Planning Commission voted unanimously to approve the preliminary plat. The meeting minutes are attached for reference on the public hearing comments.

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 051325



City of Blaine

Signature Copy

Resolution: RES 25-79

Resolution Granting Preliminary Plat Approval to Create Two Lots to be Known as Uram Addition at 8634 Central Avenue NE. Scott Uram (Case File No. 25-0014/SAS)

WHEREAS, an application has been filed by Scott Uram, Case File No. 25-0014 for a preliminary plat known as Uram Addition; and

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

Lot 73, SPRING LAKE PARK SHORES ADDITION, according to the recorded plat thereof, and situate in Anoka County, Minnesota.

Abstract Property

WHEREAS, the Blaine Planning Commission has reviewed said case file on May 13, 2025; and

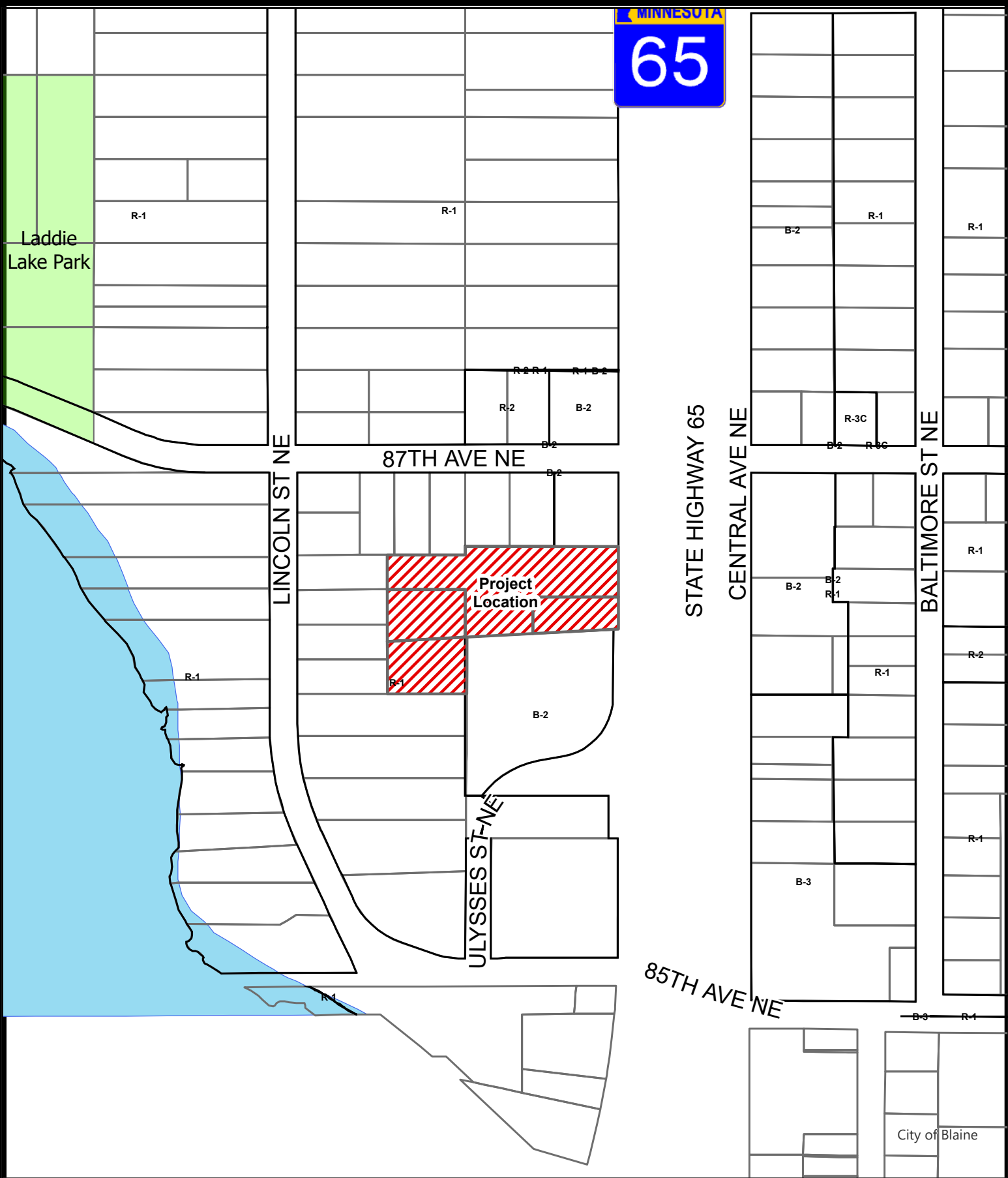
WHEREAS, the preliminary plat meets the general requirements of section 75-32 of the Blaine Zoning Code; and

WHEREAS, the Blaine Planning Commission held a public hearing on May 13, 2025 and recommend approval regarding said plat with conditions; and

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 Uram Addition permitting preparation of a final plat for approval per Section 75-33 subject to the listed conditions.

1. The applicant is responsible for recording the plat mylars with Anoka County. Proof of recording must be provided to the City prior to issuance of building permits.
2. Park dedication is required for 2 new lots at the rate of \$13,188 per acre. Park dedication is due for Lot 1 in the amount of \$12,528.60 prior to the release of plat mylars for recording. Park dedication for Lot 2 is due prior to issuance of a building permit at the rate in effect at the time the payment is received by the City (2025 amount due is \$28,222.38).
3. A conditional use permit for a 0-lot line, shared access/parking must be approved prior to issuance of any building permits on Lot 1 or Lot 2.
4. Pending special assessments for City project 24-07 southwest area reconstruction project will need to be accounted for, if not already paid in full.

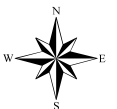
PASSED by City Council of the City of Blaine this 2nd day of June, 2025.



BlaineMN.gov

Case File No. 25-0014 Uram

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



CivilSite
Civil Engineering • Surveying • Landscape Architecture
5000 Glenwood Avenue
Golden Valley, MN 55422
civilsitegroup.com 612-615-0060



PROPERTY DESCRIPTION:
Lot 73, SPRING LAKE PARK SHORES ADDITION, according to the recorded plat thereof, and situate in Anoka County, Minnesota.

This preliminary plat was prepared with the benefit of a Commitment for Title Insurance issued by Casterton Title and Closing Company, Inc., as agent for First American Title Insurance Company, File No. 20934, dated September 24, 2013.

DATE OF PREPARATION:
April 9, 2025

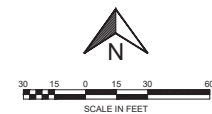
APPLICANT:
 Marcus Holdings, LLC, a limited liability company
 Scott Uram
 8634 Central Avenue NE, Blaine, MN 55434

BENCHMARKS:
Elevations are based on the NAVD 88 Datum. Site Benchmark is the center of the sanitary manhole rim located 70 +/- feet north of the southeast corner of the subject property. Elevation = 912.47.

AREAS:
Proposed Lot 1 = 41,690 Sq. Ft. or 0.957 Acres
Proposed Lot 2 = 93,363 Sq. Ft. or 2.143 Acres
Proposed Dedicated Right of Way = 4,968 Sq. Ft. or 0.114 Acres
Total Property Area = 140,021 Sq. Ft. or 3.214 Acres

FLOOD ZONE:
This property is contained in Zone X (area determined to be outside the 0.2% annual chance floodplain) per Flood Insurance Rate Map, Community Panel No. 27003C0338E, effective date of December 16, 2015.

Rory L. Synstelien
rory@civilsitegroup.com



Linetype & Symbol Legend

	ELECTRIC LINE		AIR CONDITIONER		UTILITY VAULT
	ELECTRIC LINE (RECORD)		CABLE TV BOX		ELECTRICAL OUTLET
	FIBER/COMM. LINE		ELECTRIC TRANSFORMER		HAND HOLE
	FIBER/COMM. LINE (RECORD)		ELECTRICAL METER		HOLLAND FLAG POLE
	GAS MAIN		FIBER/COMM. MANHOLE		FUEL TANK
	OVERHEAD UTILITIES		GUY WIRE		HAZARD SYMBOL
	SANITARY SEWER		GAS METER		LIGHT POLE
	SANITARY SEWER (RECORD)		GAS MANHOLE		MAIL BOX
	STORM SEWER		GAS VALVE		SIGN
	STORM SEWER (RECORD)		ROOF DRAIN		SEWER CLEAN OUT
	TELEPHONE LINE		SANITARY MANHOLE		SLOPED TREE
	TELEPHONE LINE (RECORD)		STORM MANHOLE		DECIDUOUS TREE
	WATERMAIN		GATOR BASIN		SHRUB/SHRUB
	WATERMAIN (RECORD)		FLARED END SECTION		SOIL BORING
	CHAULINCK FENCE LINE		TELEPHONE BOX		YOUNG IRON MONUMENT
	IRON FENCE LINE		TELEPHONE MANHOLE		SET OR TO BE SET IRON MONUMENT
	MARGINAL		TRAFFIC SIGNAL		SET IRON MONUMENT
	ACCESS RESTRICTION		HYDRANT		
	CONCRETE SURFACE		FIBER CONNECTION		
	PAVER SURFACE		POST INDICATOR VALVE		
	BITUMINOUS SURFACE		WATER MANHOLE		
	GRAVEL/LANDSCAPE		WATER VALVE		
			WELL		
			SATELLITE DISH		

PROJECT	CLIENT
---------	--------

I HEREBY CERTIFY THAT THIS SURVEY,
PLAN, OR REPORT WAS PREPARED BY ME
OR UNDER MY DIRECT SUPERVISION AND
THAT I AM A DULY LICENSED LAND
SURVEYOR UNDER THE LAWS OF THE
STATE OF MINNESOTA.


RORY L. SYNSTELIEN
DATE SIGN-DATE LICENSE NO. 44565

QA/QC	
FIELD CREW	DPI/JRN
DRAWN BY	JRN
REVIEWED BY	CJ
UPDATED BY	.

VICINITY MAP

[illegible]

PROJECT NO.: 25113

PRELIMINARY PLAT

1000

1/20

 COPYRIGHT 2025 CIVIL SITE GROUP INC.



City of Blaine

Planning Commission

May 13, 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, May 13, 2025. Chair Goracke called the meeting to order at 7:00PM.

2. Roll Call

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

Members Absent: Commissioner Members Gorzycki and Halpern.

Staff Present: Shawn Kaye, Planner
Alex Koberoski, Zoning Technician
Teresa Barnes, Project Engineer

4. Public Hearing

- 4.4.** 2025-219 Case File No. 25-0014 // Scott Uram // 8634 Central Avenue NE
The applicant is requesting preliminary plat approval to create two lots to be known as Uram Addition.
Sponsors: Sheila Sellman, Assistant Community Development Director

The report to the planning commission was presented by Shawn Kaye, Planner. The public hearing for Case File 25-0014 was opened at 7:16PM.

Carol Arthur, 1332 87th Avenue NE, asked when the proposed development will be completed and questioned how her property value would be impacted.

Scott Uram, Uram Development, reported he was platting the lots at this time and explained he had no development proposed at this time.

Peter Menancasa, mortgage representative, explained he did not believe the surrounding

property values would be impacted by the platting.

Commissioner Olson asked if Lot 2 would be zoned B-2.

Mr. Uram reported this lot was approved for commercial land use in April 2024.

The public hearing was closed at 7:22PM.

Motion by Commissioner Olson to recommend approval of Planning Case 25-0014 based on the following conditions:

Case 25-0014:

- 1. The applicant is responsible for recording the plat mylars with Anoka County. Proof of recording must be provided to the City prior to issuance of building permits.**
- 2. Park dedication is required for 2 new lots being developed at the rate of \$13,188 per acre. Park Dedication is due for Lot 1 in the amount of \$12,528.60 prior to the release of plat mylars for recording. Park dedication for Lot 2 is due prior to issuance of a building permit at the rate in effect at the time the payment is received by the City (2025 amount due is \$28,222.38).**
- 3. A conditional use permit for a 0-lot line, shared access/parking must be approved prior to issuance of any building permits on Lot 1 or Lot 2.**
- 4. Pending special assessments for City project 24-07 southwest area reconstruction project will need to be accounted for, if not already paid in full.**

Motion seconded by Commissioner Howard. The motion passed 5-0.

Chair Goracke noted this would be on the agenda of the June 2, 2025 city council meeting.



City of Blaine

Staff Report

File Number: RES 25-72

Agenda Date	Status
June 2, 2025	
In Control	File Type
City Council	Resolution

Development Business - Sheila Sellman, Assistant Community Development Director

Agenda Item # 9.5

Resolution Granting a Conditional Use Permit Amendment to Allow the Expansion of Outside Storage for Residential Carts, Commercial Containers and Roll-Off Boxes in the Heavy Industrial (I-2) Zoning District at 10191 Xylite Street NE. Walter's Recycling & Refuse, Inc. (Case File No. 25-0011/SLK)

Executive Summary

Walters is requesting a Conditional Use Permit (CUP) Amendment to allow the expansion of outside storage on the north side of their site for residential carts, commercial containers, and roll-off boxes.

Background

Planning Commission Public Hearing	05/13/25
City Council (Conditional Use Permit)	06/02/25
Action Deadline (60 Days)	06/02/25
Action Deadline (City Extended - 60 Days)	08/01/25

Staff report prepared by Shawn Kaye, Planner, and Teresa Barnes, Project Engineer

Evaluation of Request

Planning Analysis

Zoning

The subject site is zoned Heavy Industrial (I-2). The I-2 district is intended to provide for the development of heavy industrial uses ranging from small to large-scale industry and related services, including outdoor uses and storage.

Surrounding Zoning and Uses

The property to the east of the subject site is zoned Heavy Industrial (I-2A) and the property to the west is zoned I-2. The site to the north (known as Sanctuary Business Center) is zoned Light Industrial (I-1).

Existing Conditions

The subject parcel has an existing transfer station building, outside storage of residential carts, commercial containers, roll-off boxes and trailers for the carts. The front of the site has a berm with conifer trees and additional plantings on all sides. The parking lot and driveway are paved.

History

In 2001, a CUP was approved to allow outside storage and a waste transfer facility.

A CUP was approved in 2012 to store dumpster containers outside and for the construction and operation of a new solid waste transfer and recycling facility, with an annual capacity of not more than 99,000 tons of material per year.

A CUP amendment was approved in 2018 to increase the annual capacity at the solid waste transfer and recycling facility from 99,000 tons of solid waste material per year to not more than 140,000 tons of solid waste, construction, and demolition debris.

In 2022, a CUP amendment was approved for two or more buildings on one lot, truck wash, and the outside storage of residential carts, commercial containers, roll-off boxes and trailers. The applicant has stated that with the proposed addition to the transfer station building they will no longer be constructing the freestanding building for the truck wash that received approval in 2022.

In 2025, a CUP amendment was approved to increase the annual capacity at a solid waste transfer and recycling facility from 140,000 tons of solid waste material per year to not more than 230,000 tons of solid waste, organic food scrap bags, construction and demolition debris.

Site Plan

Walters previously received approval to construct a container maintenance and office building on the north side of the property in 2022. The transfer station expansion has canceled their plans for building the maintenance/office/truck wash building on this site.

The CUP that was issued in 2022 for outside storage limited the storage to the east side of the property so as not to interfere with the proposed maintenance building, employee parking lot, or truck traffic flow. Because Walters is no longer building the container maintenance building on site, they would like to be able to use the space on the north side of the property for outside storage.

The proposed outside storage would include roll-off boxes, residential carts, commercial containers, and trailers for the carts. The outside storage currently takes place on the east side of the site.

The proposed outside storage area will be approximately 59,300 square feet on the north and east sides of the site.

The outside storage will meet the required I-2 side yard parking setback of 10 feet on the north and east sides of the site. The outside storage will be set back from the front property line (101st Avenue) by approximately 130 feet. Therefore, the outside storage will be well beyond the 1-2 front yard building setback of 40 feet.

Setbacks

Front Building Setback - 40 feet

Rear Parking Setback - 10 feet

Side Parking Setback - 10 feet

All setbacks are met for the existing and proposed outside storage.

Landscaping

A landscape plan has been provided that meets zoning ordinance requirements.

The existing landscaping on site will remain. The south side of the site has an existing 8-10-foot berm with conifers planted. The plantings on site exceed landscape requirements in the zoning ordinance.

Engineering Analysis

Grading/Storm Drainage

The proposed expansion of outdoor storage does not include any alterations to the existing grading or storm water drainage patterns on the property.

Utilities

The proposed expansion of outdoor storage does not require any additional utility connections. No new connections are proposed.

Wetlands/Watershed/FEMA

There are no wetlands or FEMA areas on the property. A Rice Creek Watershed District review is not required.

Access/Street Design/Sidewalks/Trails

The proposed expansion of outdoor storage does not propose any new access points. No additional street design, sidewalks or trails will be required.

Easements/Right-of-way/Permits

The proposed expansion of outdoor storage does not require any additional easements or right-of-way. All necessary permits will be required to be obtained.

Conditional Use Permit

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

Section 27.04 Criteria for granting conditional use permits:

The Blaine City Council shall consider the advice and recommendations of the Planning Commission and the effect of the proposed use on the comprehensive plan and upon the health, safety, and general welfare of occupants of surrounding lands. Among other things, the Council shall consider the following findings where applicable. (Ord. No. 20-2447, 7-20-2020)

1. The use shall not create an excessive burden on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.
 - o Outdoor storage of carts, containers and roll-offs are already taking place on-site. The request is to increase the amount of storage. The additional outside storage area will

not create an excessive burden. The outside storage of carts, containers, and roll-offs does not create an excessive burden.

2. The use will be located, designed, maintained, and operated to be compatible with adjoining properties and the existing or intended character of the zoning district. (Ord. No. 20-2447, 7-20-2020)
 - The I-2 district is intended to allow heavy industrial uses ranging from small to large-scale industry and related services, including outdoor uses and storage. The use meets this intent.
3. The use shall have an appearance that will not have an adverse effect upon adjacent properties.
 - The use will be in the side and rear of the site and adjacent to other industrially zoned parcels. The visual impact from 101st Avenue is minimized by an 8–10-foot berm with large conifers. The surrounding sites are zoned industrial with outside storage and truck parking to the west and east. The use will not have an adverse effect on other adjacent parcels.
4. The use, in the opinion of the City Council, shall be reasonably related to the overall needs of the City and to the existing land use.
5. The use shall be consistent with the purposes of the zoning code and purposes of the zoning district in which the applicant intends to locate the proposed use.
 - The I-2 district's intent is to provide for the development of heavy industrial uses ranging from small to large scale industry with a need for outdoor uses and storage and related services. Outdoor storage is typical in the I-2 district. The request is to increase the existing outdoor storage, which meets the purpose of the I-2 zoning district.
6. The use shall not be in conflict with the comprehensive plan of the City.
 - The use shall not be in conflict with the comprehensive plan of the City. The comprehensive plan designation is Heavy Industrial (HI) which is for small to large scale industry with a need for outdoor uses and related services. The use is not in conflict with the Comprehensive Plan.
7. The use will not cause traffic hazards or congestion.
 - The proposed expansion of outdoor storage will not cause any additional traffic hazards or congestion.
8. The use shall have adequate utilities, access roads, drainage and necessary facilities.
 - The proposed expansion of outdoor storage has adequate utilities, access roads and facilities.

Attachment List:

Zoning and Location Map

Site Plan

Narrative

RES 22-096

Unapproved Planning Commission Minutes 5/13/25

Strategic Plan Relationship

Not applicable.

Board/Commission Review

The Planning Commission voted unanimously to approve the conditional use permit amendment to allow the expansion of outside storage.

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.
4. Posted (sign) on the property with contact information for the Planning Department.

Staff Recommendation

By motion, adopt the resolution.

Attachment List

1. Attachments
2. Unapproved PC Minutes 051325



City of Blaine

Signature Copy

Resolution: RES 25-72

Resolution Granting a Conditional Use Permit Amendment to Allow the Expansion of Outside Storage for Residential Carts, Commercial Containers and Roll-Off Boxes in the Heavy Industrial (I-2) Zoning District at 10191 Xylite Street NE. Walter's Recycling & Refuse, Inc. (Case File No. 25-0011/SLK)

WHEREAS, an application has been filed by Walters MRF LLC as Conditional Use Permit Case File No. 25-0011; and

WHEREAS, said case involves the property described as follows:

The East 521 feet of the West 851 feet of the South $\frac{1}{2}$ of the Southwest $\frac{1}{4}$ of Section 22, Township 31, Range 23, Except Parcel No. 7, City of Blaine Highway Right-Of-Way Plat No. 1

WHEREAS, the Blaine Planning Commission held a public hearing on May 13, 2025, and recommended approval regarding said Conditional Use Permit; and

WHEREAS, the Blaine City Council has reviewed said case on June 2, 2025; and

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

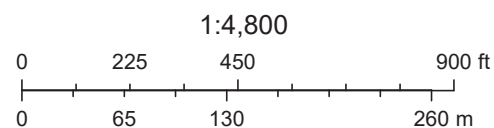
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Blaine that a conditional use permit is hereby approved per Sections 27.04 and 31.24 (e) of the Zoning Ordinance to allow a conditional use permit amendment to allow the expansion of outside storage for residential carts, commercial containers and roll-off boxes in the Heavy Industrial (I-2) zoning district with the following conditions:

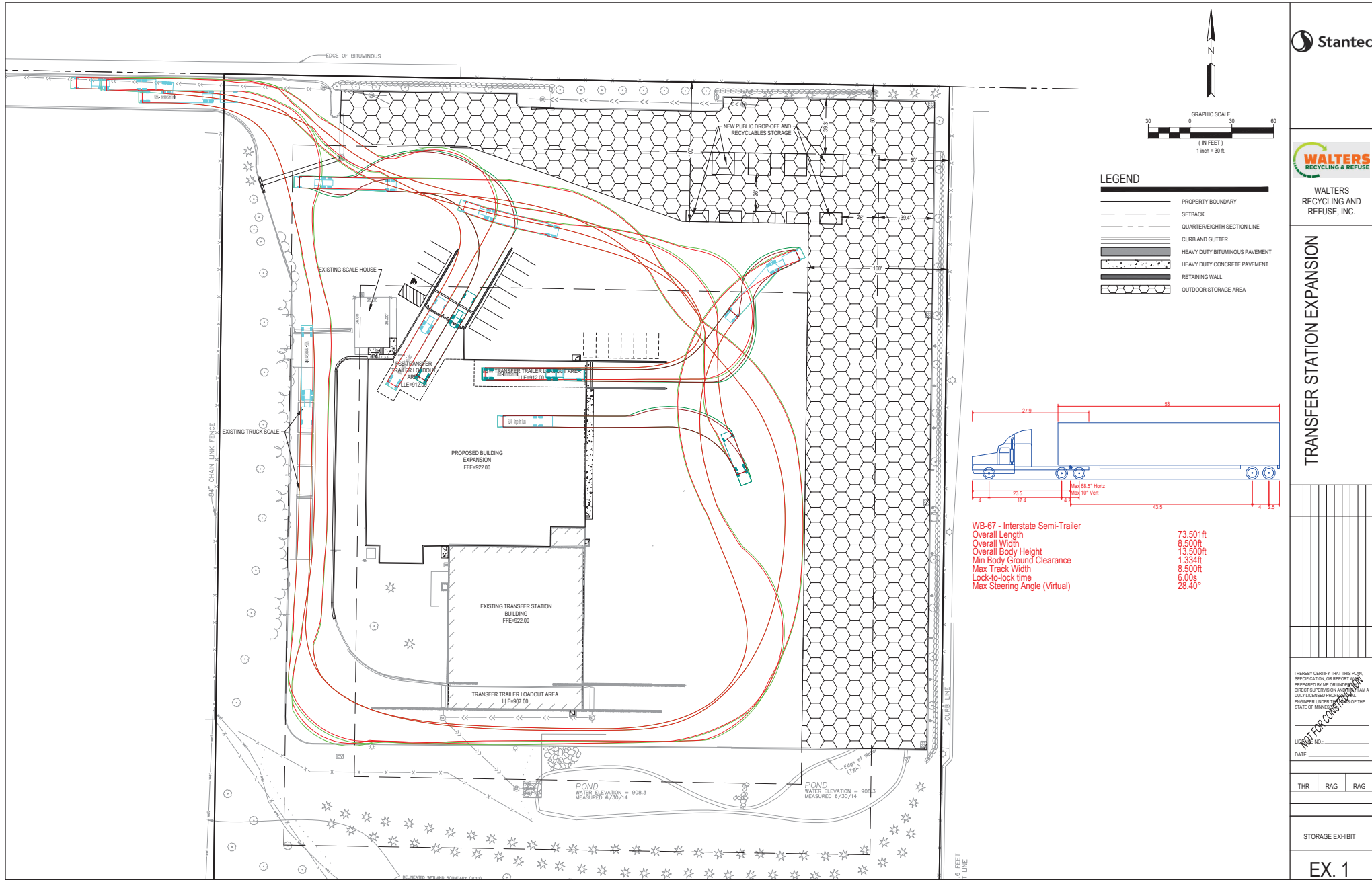
1. The outside storage area shall be limited to the area identified as outside storage on the east and north sides of the site on the attached site plan. This area is for the storage of dumpsters, roll-off boxes, cart/containers, and trailers for cart/containers.
2. Dumpsters, roll-off boxes, and carts/containers stored outside must be kept clean and empty at all times.
3. Privacy slats shall be installed on the northern fence prior to any additional storage taking place.
4. Resolution No. 22-096 is null and void with the approval of this conditional use permit resolution.

PASSED by the City Council of the City of Blaine this 2nd day of June, 2025.



4/23/2025, 9:03:58 AM







2830 101st Ave NE - Blaine, MN 55449 - (763) 780-8464 - waltersrecycling.com

March 12, 2025

Shawn Kaye
City of Blaine – Planning Department

Reference: Walters Recycling & Refuse – Transfer Station Outdoor Storage Project Narrative

Walters Recycling & Refuse (Walters) was previously approved for a plan to build a container maintenance and office building on the north side of the property (RES22-096 dated June 6, 2022). Given the importance of the new Food Scrap Bag initiative and required transfer station expansion, our plans for building the maintenance/office/truck wash building have been cancelled and we will look at another site for that purpose.

One condition of the CUP that was issued June 6, 2022 (RES 22-096) for the container maintenance building stated that the outside storage area be limited to the east side of the property so as not to interfere with the new building, employee parking lot, or truck traffic flow. Given the fact that we are no longer going to build the container maintenance building we would like an amendment to our CUP that will enable us to use the space on the north side of the property that is now open. Based on the existing and proposed use of the site, a CUP amendment application is required. This narrative is provided per City requirements to accompany the CUP amendment application and highlights key aspects of the project.

The overall purpose of the request is to amend our CUP to allow for outside storage of roll-off boxes, residential carts, commercial containers and a potential move of our public drop-off area from where the new transfer station building expansion will be to an open and safe space on our property. It's important to note that all of this activity currently takes place on the site and conforms to all zoning and other ordinances. We are simply asking for an amendment that enables us to utilize what is now empty space on the site that was to be used for the maintenance/office building. This space was approved for and used for storage prior to the CUP Amendment granting the container maintenance building.

Given that construction on the Food Scrap Bag expansion project will begin soon, it is also important for the short-term that this space be allowed for storage as there will no doubt be construction materials that will need to be stored onsite. The recent history of a disgruntled neighbor complaining about everything related to our business leads us to believe a complaint could also be filed if we use the previously used empty space for construction storage.

Attached is a plan that outlines both truck traffic flow patterns and the proposed storage area. The storage area in no way overlaps into truck traffic flow. The storage area conforms to all setback rules. In addition, the area to be used for relocating the existing public drop-off area will conform to the 50-foot setback rule.

The public drop-off area is used for the general public to dispose of a number of permitted materials, including municipal solid waste, construction and demolition waste, and recyclable materials such as cardboard, aluminum, appliances, electronics, metals, mattresses, tires, and bicycles. The public enters the property and checks in at the scale house where they receive safety instructions, where to deposit their materials and pay if applicable. They then drive to the appropriate container, deposit the materials and close out the transaction at the scale house before exiting the property. The hours for public drop-off will remain unchanged from 8:00am -



2830 101st Ave NE - Blaine, MN 55449 - (763) 780-8464 - waltersrecycling.com

4:30pm. In fact, nothing changes with this request except for the relocation of the public drop-off area and the ability to use the open space for outside storage of non-transfer station related carts, containers and equipment that was previously approved for this purpose.

This proposed amendment does not require any construction work, including sanitary sewer and storm sewer improvements, water and sewer service relocations, electrical work, pavement reconstruction, or landscaping.

If there are any questions about the information presented in this narrative, please contact Mike Moroz:

Mike Moroz – Chief Executive Officer

Walters Recycling & Refuse, Inc.

763-210-5030

mikem@waltersrecycling.com



City of Blaine
Anoka County, Minnesota
Signature Copy

Blaine City Hall
10801 Town Sq Dr NE
Blaine MN 55449

Resolution: RES 22-096

File Number: RES 22-096

Granting a Conditional Use Permit Amendment for Two or More Buildings on One Lot, Truck Wash, and the Outside Storage of Residential Carts, Commercial Containers and Roll-off Boxes in an I-2 (Heavy Industrial) Zoning District at 10191 Xylite Street NE. Walter's Recycling (Case File No. 22-0029/SLK)

WHEREAS, an application has been filed by Stantec as Conditional Use Permit Case File No. 22-0029 for Walter's Recycling and Refuse, Inc.; and

WHEREAS, said case involves the property described as follows:

THE E 521 FT OF W 851 FT OF S1/2 OF SW1/4 OF SW1/4 OF SEC 22 TWP 31 RGE 23,
EX RD, SUBJ TO EASE OF REC

WHEREAS, the Blaine Planning Commission held a public hearing on May 10, 2022, and recommended approval regarding said conditional use permit; and

WHEREAS, the Blaine City Council has reviewed said case on June 6, 2022; and

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

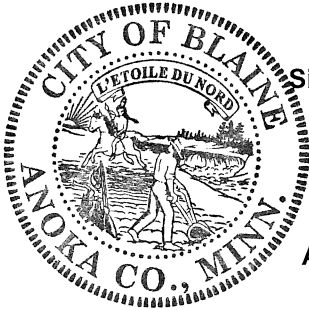
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Blaine that a conditional use permit is hereby approved per Section 31.24 (e) (g) (l) and 27.04 of the Zoning Ordinance to allow for two or more buildings on one lot, truck wash, and the outside storage of residential carts, commercial containers and roll-off boxes in an I-2 (Heavy Industrial) zoning district with the following conditions:

1. Site plan approval is required as a part of the issuance of a building permit. All site improvements to be included in site improvement performance agreement and covered by an acceptable financial guarantee.
2. The overall development shall be certified by a professional engineer licensed in the State of Minnesota and indicate all structures shall be protected from flooding.
3. All site lighting to be down lit style lamps to reduce glare and to meet the requirements of the zoning ordinance. Pole mounted lighting is limited to 20 feet in height.
4. All building construction to meet the I-2 (Heavy Industrial) zoning standards.
5. The outside storage area shall be limited to a 42,000 square foot area on the east side of the site. This area to be generally for the storage of dumpsters, cart/containers, and trailers for carts/containers.
6. All signage requires a separate permit meeting the requirements of the zoning

ordinance.

7. A Rice Creek Watershed District permit is required. Building permits will not be issued until a copy of the permit is sent to the City.
8. The approval of this request is in addition to Resolution No. 01-145.

PASSED by the City Council of the City of Blaine this 6th day of June, 2022.



Signed by: 
Tim Sanders, Mayor

Date June 6, 2022

Attest by: 
Catherine Sorensen, CMC, City Clerk

Date June 6, 2022



City of Blaine

Planning Commission

May 13, 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, May 13, 2025. Chair Goracke called the meeting to order at 7:00PM.

2. Roll Call

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

Members Absent: Commissioner Members Gorzycki and Halpern.

Staff Present: Shawn Kaye, Planner
Alex Koberoski, Zoning Technician
Teresa Barnes, Project Engineer

4. Public Hearing

- 4.1.** 2025-217 Case File No. 25-0011 // Walter's Recycling & Refuse, Inc // 10191 Xylite Street NE
The applicant is requesting a conditional use permit amendment to allow the expansion of outside storage for residential carts, commercial containers and roll-off boxes in the Heavy Industrial (I-2) zoning district.
Sponsors: Shawn Kaye, Planner

The report to the planning commission was presented by Shawn Kaye, Planner. The public hearing for Case File 25-0011 was opened at 7:07PM. As no one wished to appear, the public hearing was closed at 7:07PM.

Jeff Newsom, Walter's Recycling & Refuse representative, introduced himself to the commission and thanked the commission for considering his request.

Chair Goracke asked if Walter's would be pursuing the wash facility of the plan.

Mr. Newsom indicated he was only asking for additional outdoor storage in order to move containers around and noted he would not be building the additional wash facility.

Motion by Commissioner Howard to recommend approval of Planning Case 25-0011 based on the following conditions:

Case 25-0011:

- 1. The outside storage area shall be limited to the area identified as outside storage on the east and north sides of the site on the attached site plan. This area is for the storage of dumpsters, roll-off boxes, cart/containers, and trailers for cart/containers.**
- 2. Resolution No. 22-096 is null and void with the approval of this conditional use permit resolution.**

Motion seconded by Commissioner Olson. The motion passed 5-0.

Chair Goracke noted this would be on the agenda of the June 2, 2025 city council meeting.



City of Blaine

Staff Report

File Number: ORD 25-2577

Agenda Date	Status
June 2, 2025	
In Control	File Type
City Council	Ordinance

Development Business - Sheila Sellman, Assistant Community Development Director

Agenda Item # 9.6

Second Reading

Adopt an Interim Ordinance for a Moratorium on Accessory Dwelling Units (Case File No. 25-0018/SAS)

Executive Summary

An interim ordinance is being proposed to temporarily prohibit the construction and approval of both attached and detached Accessory Dwelling Units (ADUs), in order to allow time for the completion of zoning research and the development of appropriate long-term policies.

Background

At the May 5, 2025, City Council meeting, the council directed an accessory dwelling unit (ADU) discussion be held at a future workshop meeting. A moratorium is being proposed in order to allow time for the completion of zoning research and development of new or changed regulations. The moratorium is for one year (second reading is June 2, 2025), unless rescinded earlier by City Council action.

History on ADU's

May 2021 – City Council was presented with a variety of affordable housing programs at a city council retreat. At that time, the City Council directed staff to move forward with down payment assistance, home improvement grants, expanded home improvement loans, rental property improvement loans and allowing ADUs. Part of this discussion included peer cities that allowed ADUs at that time. Several additional cities have adopted ordinances since then that allow ADUs under similar circumstances to Blaine.

July 2021 – City Council Workshop to discuss the specifics of the ADU ordinance and determine standards to bring forward as part of a zoning ordinance amendment. This included the size of the ADU, number of occupants, design, and setbacks. The City Council also determined that attached ADUs should be allowed as a permitted use, but detached ADUs in suburban density districts require a Conditional Use Permit (CUP) to allow for mitigation of neighborhood concerns.

November – December 2021 – Ordinance reviewed by the Planning Commission with a public hearing and adopted by the City Council.

Strategic Plan Relationship

Not applicable.

Board/Commission Review

Interim ordinances are reviewed by the City Council.

Financial Impact

Not applicable.

Public Outreach/Input

Interim ordinances are posted on the City's Proposed Ordinance changes webpage.

Staff Recommendation

By motion, approve the ordinance.

Attachment List

None



City of Blaine

Signature Copy

Ordinance: ORD 25-2577

Second Reading

Adopt an Interim Ordinance for a Moratorium on Accessory Dwelling Units (Case File No. 25-0018/SAS)

WHEREAS, In 2021 the City adopted and ordinance regulating accessory dwelling units; and

WHEREAS, One conditional permit application has been made for a detached accessory dwelling unit and was denied; and

WHEREAS, at the May 5, 2025, City Council meeting the Council discussed the intent of the accessory dwelling unit ordinance and determined the current regulations do not align with the original intent ; and

WHEREAS, the council has concerns with the current regulation of accessory dwelling units as it relates to zoning districts, location, lot size and other requirements; and

WHEREAS, pursuant to Minnesota Statute Sections 462.355, Subd. 4., the City has the authority to establish an interim ordinance that regulates, restricts or prohibits any use, development or subdivision within the City or a portion thereof; for up to one year, while the City is conducting a study, has authorized a study to be completed, or has scheduled a hearing to consider the adoption of the comprehensive plan or official controls; and

WHEREAS, the health, safety and welfare of the residents of Blaine will be enhanced by preventing further applications related to accessory dwelling units until the study of the issue is complete.

NOW, THEREFORE, THE CITY OF BLAINE DOES ORDAIN:

1. The City will be conducting a study on amendments to official controls related to attached and detached accessory dwellings. Pursuant to the authority granted by Minnesota Statute 462.355, Subd. 4, the City hereby adopts an interim ordinance placing a temporary moratorium on the filling and consideration of applications for new construction, conditional use permits, variances, and building permits for attached and/or detached accessory dwelling units.
2. The moratorium shall not apply to previously submitted requests for accessory dwelling units prior to May 19, 2025.
3. The City shall not grant approval of any application for new construction, conditional use permits, variances, and building permits for attached or detached accessory dwelling units until June 2, 2026, unless submitted prior to May 19, 2025.
4. This interim ordinance shall be in full force and effect after its adoption and publication as required by law.

INTRODUCED and read in full this 19th day of May, 2025.

PASSED by the City Council of the City of Blaine this 2nd day of June, 2025.



City of Blaine Staff Report

File Number: RES 25-84

Agenda Date	Status
June 2, 2025	
In Control	File Type
City Council	Resolution

Administration -

Agenda Item # 10.1

Request to Reconsider Resolution to Approve a Premise Permit for Lawful Gambling Activity for Community Charities of Minnesota at X-Golf located at 298 Northtown Drive NE

Executive Summary

Council is being asked to reconsider their denial of a premise permit for Community Charities of Minnesota at X-Golf located at 298 Northtown Drive NE.

Background

Miranda Quandt, gambling manager for Community Charities of Minnesota, had submitted an application to conduct charitable gambling at X-Golf in Blaine which council considered at their May 19 council meeting. Although Community Charities of Minnesota is based out of Mankato and doesn't meet city code definition of an eligible organization for operational requirements due to not being based in Blaine, city code does allow for council to grant a waiver of operational requirement if it is determined that the organization has significant community involvement. Any potential waiver would have to be granted per location up to the four-location limit. Council ultimately denied the waiver of operational requirement and resolution for a premise permit on a 5-1 vote as they wanted to see the city's charitable gambling associations be more locally based. It should be noted that the Gambling Control Board may not issue a lease for charitable gambling within a city unless a sponsoring organization obtains approval through a resolution to the Gambling Control Board or otherwise forfeit their gambling activities. For further background, council recently approved two other waivers to the operational requirement for premise permits in Blaine; Andover Football Association and the Ham Lake Chamber of Commerce, and that X-Golf has informed the city that the current premise permit holder will no longer be operating at this site.

Attached is a summary of Community Charities of Minnesota's community involvement for council consideration, as well as the LG214 premise permit application and LG215 signed lease application for X-Golf. Also attached is a letter from the applicant requesting reconsideration of their request and further information on Community Charities of Minnesota and the Minnesota-based 501(c)(3) nonprofit

organization, Heroes Helping Heroes (H3), whose mission is to directly support the mental health and well-being of our state's first responders, including police, fire, EMS, and corrections officers.

Representatives from Community Charities of Minnesota and Heroes Helping Heroes will be present to answer any questions the council may have.

Strategic Plan Relationship

This item relates to the Growth Management strategic priority in the 2023-2026 strategic plan by providing additional opportunities for businesses to thrive while ensuring safe practices are employed.

Board/Commission Review

N/A

Financial Impact

N/A

Public Outreach/Input

N/A

Staff Recommendation

Council is asked to reconsider the resolution requesting approval of a new premise permit to allow for lawful gambling activity by Community Charities of Minnesota at X-Golf located at 298 Northtown Drive NE.

Attachment List

1. Community Engagement
2. Xgolf Blaine LG214
3. XGolf Blaine LG215 - signed 1
4. Community Charities of Minnesota and Heroes Helping Heroes
5. 2025 Gambling Premise Permit License Holders



City of Blaine

Signature Copy

Resolution: RES 25-84

Request to Reconsider Resolution to Approve a Premise Permit for Lawful Gambling Activity for Community Charities of Minnesota at X-Golf located at 298 Northtown Drive NE

RESOLUTION FAILED MAY 19, 2025

WHEREAS, the Community Charities of Minnesota has submitted an application for a premise permit to allow charitable gambling to be conducted at x-Golf Blaine, 298 Northtown Drive NE, Blaine, Minnesota; and

WHEREAS, the Blaine City Council has determined that, based on Community Charities of Minnesota significant community involvement in Blaine, it will be granted a waiver of operational requirement; and

WHEREAS, Minnesota Statute 349.213, Subd. 2, states that the Gambling Control Board may not issue a new premise permit for charitable gambling within a city unless the city council approves the premise permit within ninety (90) days from the date of their application for the new premise permit.

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

The application for the premise permit for the purpose of conducting charitable gambling, including raffles, is hereby approved.

A certified copy of this resolution shall be provided to the applicant as soon as possible for submittal to the Gambling Control Board.

PASSED by the City Council of the City of Blaine this ____day of ____, 2025.

Heroes Helping Heroes is a 501c3, nonprofit in Minnesota providing peer-to-peer support for both active and retired first responders (Police, Fire, EMS and Corrections) who are suffering from work-related mental health issues, specifically Post Traumatic Stress Disorder (PTSD). H3 provides its members an opportunity to engage in outdoor activities with other first responders from all across the state. These events are paid for by H3 so our members can participate and get the help they desperately need without worrying about how to pay for it. With over 1,100 members, H3 has numerous members who live in Blain and the surrounding area as well as members who work for the city of Blaine.

H3 has partnered up with Community Charities to help us run pull tabs at X-Golf in Medina. By partnering up with Community Charities, it allows H3 to not hire a gaming manager and instead allows us to use all funds raised to go directly to helping save and improve the lives of our first responders.

Community Charities of Minnesota was established in 1982 as an entity to support organizations with fundraising efforts and funding through pull tab sales in over 30 sites throughout Minnesota. We are a unique organization that focuses on building community relationships through our sites and provides funding to school programs, youth activities, art initiatives, religious groups, and other 501c3 organizations such as H3. We keep 85% of each site's profits spent in that area's community. It is our hope to help build up each of the communities we are in, to promote sales for the site and to continue providing donations for the community. Last year we gave out \$650 million as a charity and currently hold a 4.7 star rating.

LG214 Premises Permit Application**Annual Fee \$150 (NON-REFUNDABLE)****REQUIRED ATTACHMENTS TO LG214**

1. If the premises is leased, attach a copy of your lease. Use **LG215 Lease for Lawful Gambling Activity**.
2. \$150 annual premises permit fee, for each permit (non-refundable). Make check payable to **"State of Minnesota."**

Mail the application and required attachments to:

Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions? Call 651-539-1900 and ask for Licensing.**ORGANIZATION INFORMATION**Organization Name: Community Charities of Minnesota License Number: 02650Chief Executive Officer (CEO) Gene Glorvigen Daytime Phone: 507-261-1561Gambling Manager: Miranda Quandt Daytime Phone: 507-340-8393**GAMBLING PREMISES INFORMATION**Current name of site where gambling will be conducted: X-Golf Blaine

List any previous names for this location:

Street address where premises is located: 298 Northtown Dr
(Do not use a P.O. box number or mailing address.)

City:	OR	Township:	County:	Zip Code:
Blaine			Anoka	55434

Does your organization own the building where the gambling will be conducted?

☐**Yes**☒**No****If no, attach LG215 Lease for Lawful Gambling Activity.**

A lease is not required if only a raffle will be conducted.

Is any other organization conducting gambling at this site?

☒**Yes**☐**No**☐**Don't know**

Note: Bar bingo can only be conducted at a site where another form of lawful gambling is being conducted by the applying organization or another permitted organization. Electronic games can only be conducted at a site where paper pull-tabs are played.

Has your organization previously conducted gambling at this site?

☐**Yes**☒**No**☐**Don't know****GAMBLING BANK ACCOUNT INFORMATION; MUST BE IN MINNESOTA**Bank Name: Profinium Bank Bank Account Number: 1319979Bank Street Address: 100 Warren St., Suite 100 City: Mankato State: **MN** Zip Code: 56001**ALL TEMPORARY AND PERMANENT OFF-SITE STORAGE SPACES**

Address (Do not use a P.O. box number):

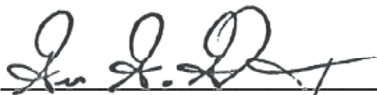
120 Patterson Ct City: Mankato State: **MN** Zip Code: 56001 **MN** **MN**

ACKNOWLEDGMENT BY LOCAL UNIT OF GOVERNMENT: APPROVAL BY RESOLUTION

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
City Name: <u>Blaine</u>	County Name: _____
Date Approved by City Council: _____	Date Approved by County Board: _____
Resolution Number: _____ (If none, attach meeting minutes.)	Resolution Number: _____ (If none, attach meeting minutes.)
Signature of City Personnel: _____	Signature of County Personnel: _____
Title: _____ Date Signed: _____	Title: _____ Date Signed: _____
Local unit of government must sign.	TOWNSHIP NAME: _____ Complete below only if required by the county. On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.) Print Township Name: _____ Signature of Township Officer: _____ Title: _____ Date Signed: _____

ACKNOWLEDGMENT AND OATH

- | | |
|--|---|
| <ol style="list-style-type: none"> 1. I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises. 2. The Board and its agents, and the commissioners of revenue and public safety and their agents, are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law. 3. I have read this application and all information submitted to the Board is true, accurate, and complete. 4. All required information has been fully disclosed. 5. I am the chief executive officer of the organization. | <ol style="list-style-type: none"> 6. I assume full responsibility for the fair and lawful operation of all activities to be conducted. 7. I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them. 8. Any changes in application information will be submitted to the Board no later than ten days after the change has taken effect. 9. I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license. 10. I understand the fee is non-refundable regardless of license approval/denial. |
|--|---|

 _____ Signature of Chief Executive Officer (designee may not sign)	<u>04/30/2025</u> _____ Date
---	---

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application. Your organization's name and address will be public	information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information;	Minnesota's Department of Public Safety, Attorney General, Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.
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This form will be made available in alternative format, i.e. large print, braille, upon request.

An equal opportunity employer

LG215 Lease for Lawful Gambling Activity**LEASE INFORMATION**

Organization:	License/Site Number:	Daytime Phone:
Community Charities of Minnesota	02650	507-386-1934
Address:	City:	State: Zip:
120 Patterson Ct	Mankato	MN 56001
Name of Leased Premises:	Street Address:	
X-Golf Blaine	298 Northtown Drive NE	
City:	State: Zip:	Daytime Phone:
Blaine	MN 55434	(952) 529-7195
Name of Legal Owner:	Business/Street Address:	
Northtown Mall Territories LLC	1909 Tyler St Ste 403	
City:	State: Zip:	Daytime Phone:
Hollywood	FL 33020	(763) 786-9704
Name of Lessor (if same as legal owner, write "SAME"):	Address:	
RMA Investments, LLC	298 Northtown Drive NE	
City:	State: Zip:	Daytime Phone:
Blaine	MN 55434	(269) 501-7115

Check applicable item:

- ☒ **New or amended lease.** Effective date: _____. Submit changes at least ten days **before** the effective date of the change.
- ☐ **New owner.** Effective date: _____. Submit new lease **within** ten days after new lessor assumes ownership.

CHECK ALL ACTIVITY THAT WILL BE CONDUCTED (no lease required for raffles)

☒ Pull-Tabs (paper)	☒ Electronic Pull-Tabs
☐ Pull-Tabs (paper) with dispensing device	☒ Electronic Linked Bingo
☐ Bar Bingo ☐ Bingo	Electronic games may only be conducted:
☒ Tipboards	1. at a premises licensed for the on-sale of intoxicating liquor or the on-sale of 3.2% malt beverages; or
☒ Paddlewheel ☐ Paddlewheel with table	2. at a premises where bingo is conducted as the primary business and has a seating capacity of at least 100.

PULL-TAB, TIPBOARD, AND PADDLEWHEEL RENT (separate rent for booth and bar ops)

BOOTH OPERATION: Some or all sales of gambling equipment are conducted by an employee/volunteer of a licensed organization at the leased premises.

ALL GAMES, including electronic games: Monthly rent to be paid: ____%, not to exceed **10%** of gross profits for that month.

- Total rent paid from all organizations for only booth operations at the leased premises **may not exceed \$1,750**.
- The rent cap does not include BAR OPERATION rent for electronic games conducted by the lessor.

BAR OPERATION: All sales of gambling equipment conducted by the lessor or lessor's employee.

ELECTRONIC GAMES: Monthly rent to be paid: 15%, not to exceed **15%** of the gross profits for that month from electronic pull-tab games and electronic linked bingo games.

ALL OTHER GAMES: Monthly rent to be paid: 20%, not to exceed **20%** of gross profits from all other forms of lawful gambling.

- If any booth sales conducted by a licensed organization at the premises, rent may not exceed **10%** of gross profits for that month and is subject to booth operation **\$1,750** cap.

BINGO RENT (for leased premises where bingo is the primary business conducted, such as bingo hall)

Bingo rent is limited to one of the following:

- Rent to be paid: ____%, not to exceed **10%** of the monthly gross profit from all lawful gambling activities held during bingo occasions, excluding bar bingo.
- OR -
- Rate to be paid: \$ _____ per square foot, not to exceed 110% of a comparable cost per square foot for leased space, as approved by the director of the Gambling Control Board. The lessor must attach documentation, verified by the organization, to confirm the comparable rate and all applicable costs to be paid by the organization to the lessor.
 - ⇒ **Rent may not be paid for bar bingo.**
 - ⇒ Bar bingo does not include bingo games linked to other permitted premises.

LEASE TERMINATION CLAUSE (must be completed)

The lease may be terminated by either party with a written 30 day notice. Other terms:

LG215 Lease for Lawful Gambling Activity

6/15 Page 2 of 2

Lease Term: The term of this agreement will be concurrent with the premises permit issued by the Gambling Control Board (Board).

Management: The owner of the premises or the lessor will not manage the conduct of lawful gambling at the premises. The organization may not conduct any activity on behalf of the lessor on the leased premises.

Participation as Players Prohibited: The lessor will not participate directly or indirectly as a player in any lawful gambling conducted on the premises. The lessor's immediate family and any agents or gambling employees of the lessor will not participate as players in the conduct of lawful gambling on the premises, except as authorized by Minnesota Statutes, Section 349.181.

Illegal Gambling: The lessor is aware of the prohibition against illegal gambling in Minnesota Statutes 609.75, and the penalties for illegal gambling violations in Minnesota Rules 7865.0220, Subpart 3. In addition, the Board may authorize the organization to withhold rent for a period of up to 90 days if the Board determines that illegal gambling occurred on the premises or that the lessor or its employees participated in the illegal gambling or knew of the gambling and did not take prompt action to stop the gambling. Continued tenancy of the organization is authorized without payment of rent during the time period determined by the Board for violations of this provision, as authorized by Minnesota Statutes, Section 349.18, Subd. 1(a).

To the best of the lessor's knowledge, the lessor affirms that any and all games or devices located on the premises are not being used, and are not capable of being used, in a manner that violates the prohibitions against illegal gambling in Minnesota Statutes, Section 609.75.

Notwithstanding Minnesota Rules 7865.0220, Subpart 3, an organization must continue making rent payments under the terms of this lease, if the organization or its agents are found to be solely responsible for any illegal gambling, conducted at this site, that is prohibited by Minnesota Rules 7861.0260, Subpart 1, item H, or Minnesota Statutes, Section 609.75, unless the organization's agents responsible for the illegal gambling activity are also agents or employees of the lessor.

The lessor must not modify or terminate the lease in whole or in part because the organization reported, to a state or local law enforcement authority or to the Board, the conduct of illegal gambling activity at this site in which the organization did not participate.

Other Prohibitions: The lessor will not impose restrictions on the organization with respect to providers (distributor or linked bingo game provider) of gambling-related equipment and services or in the use of net profits for lawful purposes.

The lessor, the lessor's immediate family, any person residing in the same residence as the lessor, and any agents or employees of the lessor will not require the organization to perform any action that would violate statute or rule. The lessor must not modify or terminate this lease in whole or in part due to the lessor's violation of this provision. If there is a dispute as to whether a violation occurred, the lease will remain in effect pending a final determination by the Compliance Review Group (CRG) of the Board. The lessor agrees to arbitration when a violation of this provision is alleged. The arbitrator shall be the CRG.

Access to Permitted Premises: Consent is given to the Board and its agents, the commissioners of revenue and public safety and their agents, and law enforcement personnel to enter and inspect the permitted premises at any reasonable time during the business hours of the lessor. The organization has access to the premises during any time reasonable and when necessary for the conduct of lawful gambling.

Lessor Records: The lessor must maintain a record of all money received from the organization, and make the record available to the Board and its agents, and the commissioners of revenue and public safety and their agents upon demand. The record must be maintained for 3-1/2 years.

Rent All-Inclusive: Amounts paid as rent by the organization to the lessor are all-inclusive. No other services or expenses provided or contracted by the lessor may be paid by the organization, including but not limited to:

- trash removal
- electricity, heat
- snow removal
- storage
- janitorial and cleaning services
- other utilities or services
- lawn services
- security, security monitoring
- cost of any communication network or service required to conduct electronic pull-tabs games or electronic bingo
- in the case of bar operations, cash shortages.

Any other expenditures made by an organization that is related to a leased premises must be approved by the director of the Board. Rent payments may not be made to an individual.

ACKNOWLEDGMENT OF LEASE TERMS

I affirm that this lease is the total and only agreement between the lessor and the organization, and that all obligations and agreements are contained in or attached to this lease and are subject to the approval of the director of the Gambling Control Board.

Other terms of the lease:

Signature of Lessor:

Date:

Ben Feret

05/06/2025

Signature of Organization Official (Lessee):

Date:

Miranda Quandt

05/06/2025

Print Name and Title of Lessor:

Ben Feret

Owner

Print Name and Title of Lessee:

Miranda Quandt

Gambling Manager

Questions? Contact the Licensing Section, Gambling Control Board, at 651-539-1900. This publication will be made available in alternative format (i.e. large print, braille) upon request. **Data privacy notice:** The information requested on this form and any attachments will become public information when received by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.

Mail or fax lease to:

Minnesota Gambling Control Board
1711 W. County Road B, Suite 300 South
Roseville, MN 55113

Fax: 651-639-4032

Subject: Response to City Council Decision – XGolf Blaine Premise Permit

Dear Ms. Sorensen and Members of the Blaine City Council,

Thank you for your time and for considering the premise permit application for XGolf Blaine. While we are disappointed by the Council's decision to deny the permit request, I want to take a moment to clarify some important points and respectfully ask for reconsideration.

Firstly, it is important to note that **Community Charities of Minnesota is not the primary beneficiary of this permit—*Heroes Helping Heroes (H3)*** is. H3 is a Minnesota-based 501(c)(3) nonprofit organization whose mission is to directly support the mental health and well-being of our state's first responders, including police, fire, EMS, and corrections officers.

With over **1,200 active and retired members across Minnesota**, many of whom **live in and work for the City of Blaine and surrounding communities**, H3 is deeply connected to the local area. Our members are the very individuals who serve and protect the residents of Blaine every day. The funds generated through this charitable gaming initiative at XGolf would go directly toward peer-to-peer support programming and mental health services that **save lives and improve quality of life for these essential personnel**.

Unlike organizations that may not have the capacity to manage charitable gambling operations effectively, our partnership with Community Charities allows H3 to **focus entirely on delivering critical services** while remaining compliant with all charitable gaming regulations. Community Charities supports this structure and ensures that proceeds benefit both the local community and the nonprofit directly serving Blaine's first responders.

Given the direct and ongoing impact of H3's work within Blaine, I respectfully urge the Council to **reconsider its position**. I would also be more than willing to attend the next Council meeting—either in person or via Zoom—to answer any questions and provide further information about our programming, our community connections, and the importance of this partnership.

Please feel free to contact me directly at **612-290-9563** or chris@h3mn.org if I can provide any additional details.

Sincerely,

Chris Steward

President & Founder

Heroes Helping Heroes

City of Blaine

2025 Gambling Premise Permit License Holders

Organization	Locations	Premise Permit Issued
Andover Football Association Jason Strasser 763-528-8907 Denise Vidervol vidervol@usfamily.net	Acapulco Mexican Restaurant 9360 Baltimore St NE #160	April 7, 2025 begin operating June 1
Blaine Back Court Club dba Blaine Youth Basketball Jospeh Claussen 763-354-0137 joseph.claussen@ahschools.us	The Rusty Bumblebee 10950 Club West Pkwy #160 Buffalo Wild Wings 11540 109 th Ave NE #300	June 5, 2023 December 4, 2023
Blaine Festival Mary Weinhold maryweinhold@yahoo.com	Blainbrook Entertainment 12000 Central Ave NE	May 17, 2012
Blaine Youth Football Jesse Schwartz jesseschwartz2706@gmail.com gamblingmanager@blaineyouthfootball.org 763-567-1702	Pizza Pub Prime 2190 105 th Ave NE The Ball Park Twin Cities 10650 Baltimore St NE	March 18, 2024 May 20, 2024
Blaine Youth Hockey Suzanne Slawson byhagambling@hotmail.com	Ole Piper Inn 1416 – 93 rd Lane NE Broadway Bar & Pizza 11822 Aberdeen St NE Wild Bill's Sports Saloon 10950 Club West Pkwy #100 Clive's Roadhouse 10400 Baltimore St NE #200	December 2, 2007 2009 January 6, 2011 May 3, 2018
Centennial HS Football Boosters Autumn Gohman 651-274-0111 thegohmans@icloud.com	Lucy's Burgers 4365 Pheasant Ridge Dr #102 Applebee's Grill and Bar 4345 Pheasant Ridge Dr# 202 El Norte Mexican Bar & Grill 3453 Lake Dr #100	March 21, 2021 April 2022 February 2025

City of Blaine

2025 Gambling Premise Permit License Holders

Ham Lake Chamber of Commerce Carrie Folstrom Manager carrie@hamlakecc.org 612-396-9763	The Ball Park 10650 Baltimore St NE #100 <i>(bingo only)</i>	November 4, 2024
Sgt. John Rice VFW Post 6316 N.P. Hockert vfw6316@gmail.com	Sgt. John Rice VFW 6316 1374 109 th Ave NE	June 21, 2007
Spring Lake Park District #16 Youth Hockey Association Sarah Clark 763-587-3771 sarahclark066@gmail.com	The Roadside 12540 Ulysses St NE	
Spring Lake Park Lions Club Amanda Jackson amandakins@comcast.net 763-784-9179	X-Golf 298 Northtown Dr NE Fogerty/Moe's Ice House 9250 Lincoln Street NE On the Green 12571 Central Ave NE Invictus Brewing Co 2025 105 th Ave NE	September 21, 2020 December 19, 2022 March 19, 2024 January 22, 2025

4/7/25



City of Blaine Staff Report

File Number: RES 25-89

Agenda Date	Status
June 2, 2025	
In Control	File Type
City Council	Resolution

Administration - Erik Thorvig, Community Development Director

Agenda Item # 10.2

Resolution Approving Relocation Assistance Agreements for Tenants Located at 10500 Nassau Street

Executive Summary

Background

On December 16, 2024, the City Council approved entering into a purchase agreement for 10500 Nassau Street. Since the meeting, the seller and city attorney have been negotiating a purchase agreement to proceed to closing.

There are two existing tenants in the building. They are Wheeler Racing and Clark Copper Head Gaskets. Both tenants are currently on month-to-month leases. The seller has indicated they are unwilling to sign the purchase agreement unless an agreement is approved assisting the tenants with relocation expenses. A closed session was held on May 5, 2025, to discuss potential relocation assistance. Direction was provided to the city attorney, who has since negotiated agreements with both tenants. The terms of the agreements are as follows:

Wheeler Racing

- The tenant shall vacate by July 31, 2025.
- The total relocation amount shall not exceed \$140,000, of which \$100,000 would be paid within ten days of execution of the agreement. Thereafter, the City shall reimburse tenant for any expenses greater than the initial amount provided not to exceed an additional \$40,000. The tenant will provide actual invoices of incurred costs. Estimates have been provided showing expenses to be \$136,000.

Clark Gaskets

- The tenant shall vacate by June 30, 2025.
- The total relocation amount shall not exceed \$40,000, of which \$10,000 would be paid upon the tenant vacating the property. Thereafter, the City shall reimburse tenant for any expenses greater than the initial amount provided not to exceed an additional \$30,000. The tenant will provide actual invoices of incurred costs.

Both tenants have reviewed the agreements and are comfortable executing them based on the proposed terms. Upon execution of the agreements, the seller will execute the purchase agreement with the goal of closing on the purchase of the property on or before June 13, 2025.

Strategic Plan Relationship

Redevelopment of the 105th Redevelopment District has been identified in the Strategic Plan.

Board/Commission Review

Not applicable.

Financial Impact

The total relocation costs shall not exceed \$180,000. Funding sources will be available either via reimbursement from the EDA and/or proceeds from the TIF district established for the redevelopment.

Public Outreach/Input

Not applicable.

Staff Recommendation

By motion, adopt the resolution.

Attachment List

1. Clark Copper Head Gaskets Relocation Assistance Agreement final
2. Wheeler Racing Relocation Assistance Agreement final



City of Blaine

Signature Copy

Resolution: RES 25-89

Resolution Approving Relocation Assistance Agreements for Tenants Located at 10500 Nassau Street

WHEREAS, on December 16, 2024, the city of Blaine approved the purchase of 10500 Nassau Street; and

WHEREAS, the property includes two existing tenants; and

WHEREAS, the seller has indicated a requirement for relocation agreements between the city and tenants prior to executing a purchase agreement; and

WHEREAS, relocation agreements have been drafted and agreed upon by all parties.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Blaine hereby approves entering into relocation agreements with Wheeler Racing and Clark Copper Head Gaskets and authorizes the mayor and city manager to enter into said agreements.

PASSED by the City Council of the City of Blaine this 2nd day of June, 2025.

Relocation Assistance Agreement

This Agreement is made this _____ day of May 2025 between The City of Blaine (“City”) and Clark Copper Head Gaskets, Inc. (“Tenant”) a tenant residing in property at 10510 Nassau Street in the city of Blaine state of Minnesota (the “Property”).

Recitals

Tenant is a tenant occupying a portion of the property located at 10510 Nassau Street in the city of Blaine state of Minnesota (the “Property”);

City is acquiring the Property from the property owner pursuant to that separate purchase agreement between City and Owner; and

Upon Owner acquiring the property, Tenant agrees to vacate the premises in accordance with the terms of this Relocation Consideration Agreement and all considerations promised herein.

IN CONSIDERATION OF THE MUTUAL PROMISES STATED HEREIN, CITY AND TENANT AGREE AS FOLLOWS:

1. Tenant agrees to voluntarily vacate the Property no later than June 30, 2025 (the “Vacancy Date”).
2. Immediately upon move out, Tenant agrees to deliver the keys to and turn over full possession of the property to the City, or its assigns.
3. In consideration of Tenant vacating the Property, the City Agrees to pay the Tenant a relocation amount for all reimbursable costs not to exceed \$40,000. The relocation payment shall be made as follows:
 - a. Upon Tenant vacating the Property, the City will pay the Tenant \$10,000 representing the initial relocation assistance payment to Tenant (“Initial Relocation Payment”).
 - b. Thereafter, the City shall reimburse Tenant any expenses greater than the Initial Relocation Payment incurred by the Tenant not to exceed a total amount of \$30,000 (“Additional Relocation Payment”). The Additional Relocation Payment shall be made within ten days of the Tenant delivering proof of such actual costs to the City. Any claim for Additional Relocation Payments must be provided to the City no later than ninety days after the Vacancy Date.

The reimbursable costs due to the Tenant shall include (i) the cost of moving Tenant personal property, equipment and fixtures from the Property to Tenant’s new

- location and (ii) the costs of any improvements made at Tenant's new property that are reasonably necessary to allow Tenant to commence business operations.
4. Except as otherwise approved by the City, or its assigns, Tenant shall remove all personal property, trash and debris from the premises when vacating the Property. In the event Tenant leaves personal property, trash, or debris at the Property the cost of the removal of the personal property, trash, or debris shall be deducted from the Additional Relocation Payment.
 5. Tenant shall hold City, its representatives, servicers, agents, successors, assigns and designees harmless from any and all liability, loss, cost or expense, including reasonable attorney's fees, arising out of and/or in connection with the Property.
 6. Upon the breach of any term, condition or provision of this Agreement, including but not limited to Tenant's obligation to vacate the premise on or before the Vacancy Date, City may, without notice to Tenant, seek the removal of Tenant from the property, and Tenant consents to such action and waives any and all rights to notice of such action or to object such action and agrees to pay City's costs including reasonable attorney's fees incurred in connection with any such action.
 7. Upon execution of the Agreement until the Vacancy Date, Tenant shall permit the City, or its assigns, the right to enter the premises, upon reasonable notice, for purposes of inspecting the Property and conducting non-intrusive tests which shall not interfere with Tenant's business operations or relocation schedule. Tenant shall bear full responsibility for all personal property kept at Property and shall further bear all risk of any loss or damage caused to such personal property, regardless of cost except to the extent such loss or damage is caused by the gross negligence or willful conduct of the City or its assigns.
 8. Throughout the period Tenant occupies the Property, Tenant shall, at his/her own expense, maintain and care for the Property, keep the lawn and other plantings trimmed, keep the Property free of debris, and use the Property in accordance with all applicable governmental codes and regulations, and shall, at personal expense, pay for all utility service at the Property.
 9. Tenant shall hold City, its representatives, servicers, agents, successor and assigns and contractors harmless from any and all liability, loss, cost or expense, including reasonable attorney's fees arising out of and/or in connection with Tenant's use of the Property and Tenant's relocation therefrom, and further, shall defend City in any such action in which it is named a Defendant which relates to the Property.
 10. Tenant understands and acknowledges that this Agreement does not create a leasehold interest or a landlord/tenant relationship with City.

11. This agreement shall constitute the entire Agreement between the parties, and no changes to it shall be valid and enforceable, except by supplemental agreement in writing, signed by all parties to this Agreement.

In witness whereof, the parties have duly executed this Agreement as of the date first written above.

The City:

By: Tim Sanders
Its: Mayor

By: Michelle Wolfe
Its: City Manager

Tenant:

By: Caroline Clark
Its: Owner

Relocation Assistance Agreement

This Agreement is made this _____ day of May 2025 between The City of Blaine (“City”) and Wheeler Dyno Service, Inc. (“Tenant”) a tenant residing in property at 10500 Nassau Street in the city of Blaine state of Minnesota (the “Property”).

Recitals

Tenant is a tenant occupying a portion of the property located at 10500 Nassau Street in the city of Blaine state of Minnesota (the “Property”);

City is acquiring the Property from the property owner pursuant to that separate purchase agreement between City and Owner; and

Upon Owner acquiring the property, Tenant agrees to vacate the premises in accordance with the terms of this Relocation Consideration Agreement and all considerations promised herein.

IN CONSIDERATION OF THE MUTUAL PROMISES STATED HEREIN, CITY AND TENANT AGREE AS FOLLOWS:

1. Tenant agrees to voluntarily vacate the Property no later than July 31, 2025 (the “Vacancy Date”).
2. Immediately upon move out, Tenant agrees to deliver the keys to and turn over full possession of the property to the City, or its assigns.
3. In consideration of Tenant vacating the Property, the City Agrees to pay the Tenant a relocation amount for all reimbursable costs not to exceed \$140,000. The relocation payment shall be made as follows:
 - a. Within ten (10) days of the execution of this Agreement, the City will pay the Tenant \$100,000 representing the initial relocation assistance payment to Tenant (“Initial Relocation Payment”).
 - b. Thereafter, the City shall reimburse Tenant any expenses greater than the Initial Relocation Payment incurred by the Tenant not to exceed a total amount of \$40,000 (“Additional Relocation Payment”). The Additional Relocation Payment shall be made within ten days of the Tenant delivery proof of such actual costs to the City. Any claim for Additional Relocation Payments must be provided to the City no later than thirty days after the Vacancy Date.

The reimbursable costs due to the Tenant shall include (i) the cost of moving Tenant personal property, equipment and fixtures from the Property to Tenant’s new

location and (ii) the costs of any improvements made at Tenant's new property that are reasonably necessary to allow Tenant to commence business operations.

4. Except as otherwise approved by the City, or its assigns, Tenant shall remove all personal property, trash and debris from the premises when vacating the Property. In the event Tenant leaves personal property, trash, or debris at the Property the cost of the removal of the personal property, trash, or debris shall be deducted from the Additional Relocation Payment.
5. Tenant shall hold City, its representatives, servicers, agents, successors, assigns and designees harmless from any and all liability, loss, cost or expense, including reasonable attorney's fees, arising out of and/or in connection with the Property.
6. Upon the breach of any term, condition or provision of this Agreement, including but not limited to Tenant's obligation to vacate the premise on or before the Vacancy Date, City may, without notice to Tenant, seek the removal of Tenant from the property, and Tenant consents to such action and waives any and all rights to notice of such action or to object such action and agrees to pay City's costs including reasonable attorney's fees incurred in connection with any such action.
7. Upon execution of the Agreement until the Vacancy Date, Tenant shall permit the City, or its assigns, the right to enter the premises, upon reasonable notice, for purposes of inspecting the Property and conducting non-intrusive tests which shall not interfere with Tenant's business operations or relocation schedule. Tenant shall bear full responsibility for all personal property kept at Property and shall further bear all risk of any loss or damage caused to such personal property, regardless of cost except to the extent such loss or damage is caused by the gross negligence or willful conduct of the City or its assigns.
8. Throughout the period Tenant occupies the Property, Tenant shall, at his/her own expense, maintain and care for the Property, keep the lawn and other plantings trimmed, keep the Property free of debris, and use the Property in accordance with all applicable governmental codes and regulations, and shall, at personal expense, pay for all utility service at the Property.
9. Tenant shall hold City, its representatives, servicers, agents, successor and assigns and contractors harmless from any and all liability, loss, cost or expense, including reasonable attorney's fees arising out of and/or in connection with Tenant's use of the Property and Tenant's relocation therefrom, and further, shall defend City in any such action in which it is named a Defendant which relates to the Property.
10. Tenant understands and acknowledges that this Agreement does not create a leasehold interest or a landlord/tenant relationship with City.

11. This agreement shall constitute the entire Agreement between the parties, and no changes to it shall be valid and enforceable, except by supplemental agreement in writing, signed by all parties to this Agreement.

In witness whereof, the parties have duly executed this Agreement as of the date first written above.

The City:

By: Tim Sanders
Its: Mayor

By: Michelle Wolfe
Its: City Manager

Tenant:

By: Jeff Fiala
Its: Owner



City of Blaine Staff Report

File Number: RES 25-77

Agenda Date	Status
June 2, 2025	
In Control	File Type
City Council	Resolution

Administration - Elizabeth Showalter, Community Development Specialist

Agenda Item # 10.3

Resolution Authorizing an Application for the Livable Communities Policy Development Program for Floodplain Policy Development

Executive Summary

Coon Creek Watershed District and City staff identified a need for research and policy development to address manufactured homes located in the floodplain. The Metropolitan Council's Livable Communities Policy Development program offers grant funding for the City to hire a consultant to develop that policy with no required match. Staff recommends authorization of the application to that grant program.

Background

The Coon Creek Watershed District (CCWD) identified a need to address substantial flood risk in Park of Four Seasons along Ditch 39 and expects to dedicate funds and staff resources between now and 2028 to field verify conditions and perform further mitigation analysis. Currently 160 homes are located in the 1% annual chance floodplain. City staff met with CCWD staff and determined that due to the flat topography, lowering the floodplain through upstream interventions would be extremely challenging since even large flood management projects would only reduce the flood elevation by 0.5 feet. The City proposed inclusion of this area in the County's Hazard Mitigation Plan which if adopted, would allow FEMA funds to be used for mitigation projects.

City staff reviewed the floodplain ordinance and found that provisions related to replacement of existing homes in the floodplain have not been applied in accordance with DNR requirements and that correct application of those provisions may result in deterioration of the quality of homes in the northern part of Park of Four Seasons. Staff time and technical expertise is not sufficient to fully address the concerns and staff is recommending use of consultants to assist with these tasks.

The Livable Communities program at the Metropolitan Council offers grants of up to \$50,000 for development of policies, programs, and partnerships that further the Livable Communities and Imagine

2050 goals, which include goals addressing stormwater management and affordable housing, which are met by this project. Tasks completed as part of this grant are expected to include:

1. Preparation of flood warning and evacuation plans for Park of Four Seasons and Blaine International Village, as required by the DNR and local floodplain ordinance.
2. Review of local ordinance and preparation of any necessary ordinance amendments and administrative policies.
3. Development of flood-proofing standards to allow for replacement of existing homes located in the floodplain.
4. Development of educational materials for home installers and residents on how to meet the flood-proofing standards.
5. Research into methods for voluntary flood-proofing of homes and scoping of a voluntary flood-proofing program.

Further implementation actions related to flooding may be covered by future applications to the Livable Communities Program, Community Development Block Grants or through emergency management grants as a part of the Anoka County Hazard Mitigation Plan, as well as line items in the CCWD capital improvement plan in the next five years.

Coon Creek Watershed District utilizes Stantec for engineering services. Staff reached out to the district engineer to determine whether Stantec would be qualified to complete this task and receive a proposal for costs associated with each task. Staff finds the expertise of planning and engineering staff at Stantec to be sufficient to complete the work. By utilizing Stantec, the City is able to better leverage the flood modeling maintained by CCWD and the stream gauge data which may be utilized for implementation of the flood warning and evacuation plan. Using Stantec will maintain continuity between elements of the larger planning and mitigation project to be completed by the City and CCWD.

Additionally, building science and program development work is expected to be completed by Slipstream who is currently completing research for the City related to manufactured home replacement. The City is requesting \$50,000, the full amount allowed by the grant, and the ultimate split between contractors will be determined as project scope is refined following a grant award.

The professional services contract for the engineering and policy component is anticipated to exceed \$10,000, which requires a minimum of three quotes. Due to the technical and specific nature of the work, and benefits achieved through coordination with CCWD, staff is proposing to not obtain multiple quotes if the proposal received from Stantec is in line with other engineering firms rates. Since this does not strictly follow the purchasing policy, staff will bring forward a professional services contract on a future agenda if the grant is awarded, despite the contract not exceeding the \$50,000 threshold requiring city council approval.

Strategic Plan Relationship

The use of grant funds to cover these costs furthers the priority to increase non-tax revenue.

Board/Commission Review

Any future ordinance changes as a result of work conducted with these grant funds would require review by the Planning Commission.

Financial Impact

No match is required for the grant and any subsequent professional services contracts would include a not to exceed value matching the amount of grant funds awarded.

Public Outreach/Input

Flooding was identified as a concern when staff met with Park of Four Seasons residents in 2025.

Staff Recommendation

Staff recommends approval.

Attachment List

1. Presentation



City of Blaine

Signature Copy

Resolution: RES 25-77

Resolution Authorizing an Application for the Livable Communities Policy Development Program for Floodplain Policy Development

WHEREAS, the City of Blaine is a participant in the Livable Communities Act's Local Housing Incentives Account Program for 2024 as determined by the Metropolitan Council, and is therefore eligible to apply for Livable Communities Policy Development Funds; and

WHEREAS, the City has identified a proposed project within the City that meets the Livable Communities Demonstration Account purposes and criteria and is consistent with and promotes the purposes of the Metropolitan Livable Communities Act and the policies of the Metropolitan Council's adopted Metropolitan Development Guide; and

WHEREAS, the City has the institutional, managerial and financial capability to ensure adequate project administration; and

WHEREAS, the City certifies that it will comply with all applicable laws and regulations as stated in the grant agreement; and

WHEREAS, the City agrees to act as legal sponsor for the project contained in the grant application submitted on July 31, 2025; and

WHEREAS, the City acknowledges LCDA grants are intended to fund projects or project components that can serve as models, examples or prototypes for development or redevelopment projects elsewhere in the region, and therefore represents that the proposed policy, program, and partnership development can be replicated in other metropolitan-area communities; and

WHEREAS, only a limited amount of grant funding is available through the Metropolitan Council's LCDA during each funding cycle and the Metropolitan Council has determined it is appropriate to allocate those scarce grant funds only to eligible projects that would not occur without the availability of LCDA grant funding.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Blaine that, after appropriate examination and due consideration, the governing body of the City:

1. Finds that it is in the best interests of the City's development goals and priorities for the City to develop and implement floodplain regulation specific to existing manufactured home sites.
2. Finds that the project components for which LCDA funding is sought:
 - a. Will not occur solely through private or other public investment within the reasonably foreseeable future; and

- b. Will occur within three years after a grant award only if LCDA funding is made available for this project at this time.
- 3. Represents that the City has undertaken reasonable and good faith efforts to procure funding for the project components for which LCDA funding is sought but was not able to find or secure from other sources funding that is necessary for project component completion within three years and states that this representation is based on the following reasons and supporting facts:
 - a. The development of a policy and educational materials for floodplain ordinance application that is sensitive to the unique conditions of a manufactured home community requires use of a consultant with specialized expertise and no other funding sources for said consultant have been identified.
 - b. Building science research to design an effective voluntary flood-proofing program cannot be funded through other sources and is necessary to ensure sound use of limited government resources.
- 4. Authorizes its City Manager to submit on behalf of the City an application for \$50,000 of Metropolitan Council LCDA grant funds for floodplain policy, program and partnership development related to manufactured homes, and to execute such agreements as may be necessary to implement the project(s) on behalf of the City.

PASSED by the City Council of the City of Blaine this 2nd day of June, 2025.



Floodplain Policy Grant

June 2, 2025

Background

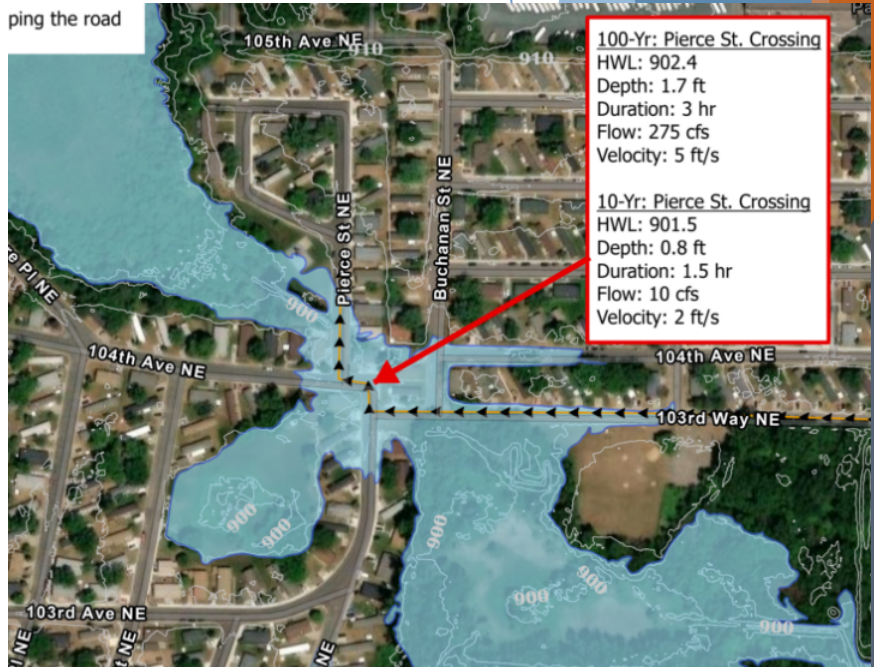
- ◆ Coon Creek Watershed District identified flooding in Park of Four Seasons as a priority for County Ditch 39
- ◆ Flooding was identified by residents as a concern during a community meeting in 2024
- ◆ Planning staff worked with CCWD and Blaine PD to review conditions and regulations and determined that work is needed outside what staff can complete
- ◆ Ordinance and policy development must balance the need to protect residents and first responders with the benefits from replacement of aging homes and the limited incomes of residents



Park of Four Seasons and Blaine International Village



150 homes located within the floodplain
100 additional homes would be isolated by floodwaters



Grant Application



- ◆ Livable Communities Policy, Program and Partnership Development from Metropolitan Council
- ◆ Requesting \$50,000 for:
 - ◆ Preparation of necessary ordinance amendments and internal policies
 - ◆ Creating educational materials on required construction methods for homes in flood prone areas
 - ◆ Development of flood warning and evacuation plan
 - ◆ Identification of opportunities to promote voluntary flood proofing
- ◆ Expect to contract with Stantec and Slipstream

Grant Requirements

- ◆ No match is required
- ◆ Ordinance changes (if applicable) must be brought to the City Council for consideration, but there is no obligation for approval
- ◆ City must maintain our current Fair Housing Policy



Future Funding Opportunities

- ◆ State and federal emergency management grants
- ◆ Community Development Block Grants
- ◆ Restricted EDA funds

- ◆ Staff does not anticipate any need for unrestricted funds for implementation of policies or programs





City of Blaine Staff Report

File Number: RES 25-81

Agenda Date	Status
June 2, 2025	
In Control	File Type
City Council	Resolution

Administration - Daniel Schluender, Director of Engineering

Agenda Item # 10.4

Resolution to Authorize Parking Restrictions on 122nd Lane NE, Baltimore Court NE, and Chisholm Street NE

Executive Summary

Authorize no-parking restrictions on the east side of Baltimore Circle, the south side of 122nd Lane and the east side of Chisholm Street on Fridays from 11 AM to 4 PM in the area between Aberdeen Street and Davenport Street.

Background

It has been brought to the attention of both the Blaine Police and Engineering Departments that there are certain times when large numbers of vehicles park on both sides of 122nd Lane, Chisholm Street and Baltimore Court in the area between Aberdeen Street and Davenport Street. Generally, this occurs every Friday from around 11 AM to approximately 3 PM. City staff have received complaints that parked cars block mail delivery, hinder the free flow of traffic and present a safety issue. City staff have made field observations during the times this parking tends to occur and concur that when large amounts of cars are parked on both sides of the street it is a hindrance to two-way traffic and potentially to emergency vehicle access.

Staff sent a mailing to twenty-seven property owners on 122nd Lane, Chisholm Street and Baltimore Court asking for feedback from property owners on the streets for a proposal to implement certain parking restrictions to ensure two-way traffic can be maintained. Twelve responses were sent back. Residents were able to select which side of the street they felt would be best for the parking restrictions and whether the restrictions should be Monday thru Friday, 11 AM to 4 PM or only Friday from 11 AM to 4 PM. Two property owners on Baltimore Court responded with one respondent favoring no parking on the east side of Baltimore Court and one favoring no parking on the west side. Ten property owners on 122nd Lane/Chisholm Street responded with four respondents favoring no parking on the south side of 122nd Lane and east side of Chisholm Street, five respondents favoring no parking on the north side of 122nd Lane and the west side of Chisholm Street and one respondent having no

preference. The majority of all respondents favored the parking restrictions be on Friday from 11 AM to 4 PM.

With a lack of a clear consensus on which side of the street, staff is recommending no parking restrictions be placed on the east side of Baltimore Court as all mail boxes are located on that side of the street. For 122nd Lane/Chisholm Street, staff is recommending that no parking restrictions be placed on the south side of 122nd Lane and east side of Chisholm Street. There are twelve driveways and mailboxes on the south and east sides versus five on the north and west sides. Staff is in agreement with the consensus view that the parking restrictions be only on Fridays from 11 AM to 4 PM.

These parking restrictions will aid in ensuring two-way traffic flow and emergency vehicle access can be maintained at all times while still allowing parking on both sides of all streets outside the specific time when parking issues tend to occur.

Installation of regulatory stop, no parking and speed limit signs requires authorization by the City Council. The regulatory signs proposed meet warrants established in the Minnesota Manual of Uniform Traffic Control Devices and/or Minnesota State Statutes. The proposed Council action will prohibit parking on the east side of Baltimore Court, the south side of 122nd Lane and the east side of Chisholm Street from 11 AM to 4 PM on Fridays.

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

Signs would be installed by the City of Blaine Public Works Department and there is sufficient budget allocated for signs in the yearly operating budget to cover these costs.

Public Outreach/Input

All property owners on the streets subject to the proposed parking restrictions were mailed a letter with a comment form and self addressed return envelope asking what no parking options they preferred, letting them know that comments would be reviewed by City staff and the item would go before Council for approval and that the residents could attend the Council meeting.

Staff Recommendation

By motion, approve the parking restrictions.

Attachment List

1. No Parking Map
2. Parking Restrictions Council Notification Letter 5-22-25



City of Blaine

Signature Copy

Resolution: RES 25-81

Resolution to Authorize Parking Restrictions on 122nd Lane NE, Baltimore Court NE, and Chisholm Street NE

WHEREAS, the City Council is cognizant of providing regulation of vehicular traffic in a safe and responsible manner; and

WHEREAS, City Ordinance requires a Council Resolution specifying the placement of regulatory signs; and

WHEREAS, the regulatory signs are considered to meet warrants for traffic control established in the Minnesota Manual of Uniform Traffic Control Devices,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Blaine that regulatory signs are hereby authorized to be installed as follows:

- No Parking restrictions on the east side of Baltimore Circle, the south side of 122nd Lane and the east side of Chisholm Street on Friday from 11 AM to 4 PM in the area between Aberdeen Street and Davenport Street.

PASSED by the City Council of the City of Blaine this 2nd day of June, 2025.



CITY OF BLAINE

LOCATION MAP



122ND LN, BALTIMORE CT AND CHISHOLM ST PARKING RESTRICTIONS

— PROPOSED NO PARKING — FRIDAYS FROM 11 AM TO 4 PM





City of Blaine

10801 Town Square Drive NE

Blaine MN 55449-8100

City Hall 763-784-6700 | BlaineMN.gov

May 22, 2025

RE: Parking Issues on 122nd Lane, Chisholm Street and Baltimore Court

In late March, a letter was mailed to property owners on 122nd Lane, Chisholm Street and Baltimore Court asking for feedback on a proposal to implement certain parking restrictions to ensure two-way traffic can be maintained.

Restricting parking on one side of 122nd Lane/Chisholm Street and one side of Baltimore Court during the times where a large number of vehicles are parking on the streets will aid in ensuring two-way traffic flow and emergency vehicle access can be maintained while still allowing parking on both sides of all streets outside of the times where the parking issues tend to occur.

The City Council will consider implementing the following parking restrictions at the June 2, 2025 City Council meeting, which begins at 7:00 PM:

- No Parking restrictions on the east side of Baltimore Circle, the south side of 122nd Lane and the east side of Chisholm Street on Friday from 11 AM to 4 PM in the area between Aberdeen Street and Davenport Street.

See the attached map on the back of this page for more details.

Persons interested in commenting on the proposed parking restrictions are encouraged to attend the City Council meeting.

If you are not able to attend the meeting in person and would like to have the opportunity to provide comments, please email Stefan Higgins at shiggins@blainemn.gov prior to 1 PM, June 2, 2025.



CITY OF BLAINE

LOCATION MAP



122ND LN, BALTIMORE CT AND CHISHOLM ST PARKING RESTRICTIONS

— PROPOSED NO PARKING — FRIDAYS FROM 11 AM TO 4 PM





City of Blaine Staff Report

File Number: 2025-132

Agenda Date	Status
June 2, 2025	
In Control	File Type
City Council	Motion

Administration - Jerome Krieger, Sr. Recreation Manager

Agenda Item # 10.5

Motion to Authorize the Mayor and City Manager to Enter into a Contract with WSB, LLC for Final Design and Construction Services for the Jim Peterson Parking Lot Expansion and Hockey Rink, Improvement Project No. P2345

Executive Summary

Council is requested to approve a contract with WSB, LLC for professional engineering services for final design and construction services for the Jim Peterson Parking Lot Expansion and Hockey Rink, Improvement Project P2345, in the amount of \$63,000.

Background

This project will be funded through the Parks Capital Improvement Program budget funds. The City Council previously approved the following budgets for the Parks Capital Improvement Program for the Jim Peterson Complex (JPC). *The amount spent to date on each item is noted below the budget in italics:*

Fund PRK230500

2023 for \$335,000 and consulting and construction of new hockey rink(s) and sports lighting improvements for the hockey rink(s) and two existing baseball fields at JPC.

\$191,639 for Lighting Design, light poles and fixtures, electrical installation, Connexus transformer

2024 for \$475,000 for construction of new hockey rink(s) and sports lighting improvements for the hockey rink(s) and two existing baseball fields at JPC.

\$41,789 for baseball field scoreboards, installation management and testing of lighting system, irrigation fixes, installation of power to a future warming house.

+\$576,572 balance

The remaining balance is intended to pay for the design consultation and construction of the hockey and free-skiing rinks, including grading, paving, and required storm water improvements being designed as part of the WSB contract. There is a significant remaining balance here due to being unable to install the field lighting around the east baseball field. This field was too close to the existing Great

River Energy high-powered lines just to the south. The light poles along the first base side of the field would have to be located within the Great River Energy easement, and they would not allow these lights. Also, the lights around the outfield fence would have been located in poor soil and would have been difficult/expensive to install. This is partially why the budgeted amount was so high.

Fund PRK230600

2023 - \$150,000 to purchase new boards for the new hockey rink.

\$148,500 purchased new boards from Rink Systems

2024 - \$150,000 for Warming House for the new rinks.

\$33,640 Electrical work and as-build surveying

+\$117,860 balance

Staff are still in the process of getting estimates for a prefabricated warming house as well as a stick-built structure. The initial quotes for the prefabricated warming house were significantly higher than anticipated (approximately \$450,000). It is anticipated that there will be a balance left over from the previous fund to help pay for this warming house.

The expanded parking lot will be included as part of the WSB design for the hockey rinks. This fund will be used in conjunction with the PRK230500 fund to fund the hockey rink and parking lot expansion and other required improvements.

It is anticipated that the current available funding is sufficient to cover all improvement costs. Once the final design is completed, the project will go to bid this summer with anticipation of construction being completed in time for the 2025-2026 winter.

Strategic Plan Relationship

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

Board/Commission Review

N/A

Financial Impact

Various improvements to Jim Peterson Park have been included in a multi-year request through the city's Capital Improvement Plan (CIP). Originally, two unique projects were approved by the City Council to facilitate this work, noted as PRK230500 and PRK230600, with total appropriations of \$485,000 in 2023 and \$625,000 in 2024. The 2025-2029 CIP also proposed the inclusion of \$174,950 for funding to expand the existing parking lot on 2026, although these funds were included for planning purposes only and are not yet authorized to financially commit.

Project expenditures are being coded to the Parks Development Fund (404) which receives its operating revenues by way of park dedication fees. No property tax dollars are being used to finance these improvements. Project to-date expenditures, including the contract requested this evening, are

provided in the table below.

Funding Source	2023	2024	2025	Total
Funding Allocated - PRK230500	\$335,000	\$475,000	-	\$810,000
Funding Allocated - PRK230600	\$150,000	\$150,000	-	\$300,000
Lighting design, light poles and fixtures, electrical installation, Connexus transformer	\$(191,639)	-	-	\$(191,639)
Baseball field scoreboards, installation management and testing of lighting system, irrigation fixes, installation of power to a future warming house	-	\$(41,789)	-	\$(41,789)
Ice rink boards	\$(148,500)	-	-	\$(148,500)
Electrical work and as-build surveying	-	\$(33,640)	-	\$(33,640)
Final design and construction services for parking lot and hockey rink	-		\$(60,000)	\$(60,000)
Remaining Budget	\$144,861	\$549,571	\$(60,000)	\$634,432

Public Outreach/Input

N/A

Staff Recommendation

By motion, authorize the Mayor and City Manager to enter into a contract with WSB, LLC in the amount of \$63,000 for final design and construction services for the Jim Peterson Parking Lot Expansion and Hockey Rink, Improvement Project No. P2345. In addition, authorize a 10% contingency to bring the total project budget to \$69,300 and authorize the City Manager or their designee to sign all change orders up to the authorized project budget amount.

Attachment List

1. WSB__Jim_Peterson_Park
2. RINK_PARKING-prelim exh_2-5-25

PROFESSIONAL SERVICES AGREEMENT

This Agreement ("Agreement") is made as of May 19, 2025 (Effective Date), by and between City of Blaine, MN, 10801 Town Square Drive NE, Blaine, Minnesota 55449, United States, herein referred to as ("Client") and WSB LLC, 701 Xenia Avenue South, Suite 300, Minneapolis, Minnesota 55416, United States, herein referred to as ("Consultant") to provide professional services ("Services") by Consultant in connection with the following project: Jim Peterson Park Improvements, located in Blaine, Minnesota ("Project").

ARTICLE 1 - SCOPE AND DESCRIPTION OF SERVICES ("SCOPE OF SERVICES")

Please see the attached Scope of Services and Compensation ("Exhibit A").

ARTICLE 2 - PERIOD OF SERVICE

The Services described under Scope of Services shall be completed expeditiously and professionally so as to maintain the agreed upon schedule. The schedule may be modified by the parties by agreement or as a result of an excusable delay caused by Force Majeure, a Client Delay, Change in Law or unforeseen conditions at the Project site.

ARTICLE 3 - COMPENSATION

Unless otherwise stated in the Scope of Services, Consultant shall perform the work on a time and materials basis and invoice for its work monthly. If not stated in Exhibit A, fees will be according to Consultant's current fee schedule. Fee schedules are valid for the calendar year in which they are issued. Each invoice shall include details for the time and reimbursable expenses incurred the previous month. Reimbursable expenses shall include but are not limited to, travel and lodging, mileage, print and plotting charges, shipping charges, messenger delivery charges, plus all taxes (including sales taxes), fees, including but not limited to permit, application, testing, and recording fees, imposts, or stamps required by State, Federal, Municipal, or other government agencies in the providing of Services.

Client agrees to pay all invoices within thirty (30) days of receiving same. Any invoice not paid within thirty (30) days of the original invoice date shall bear interest at the lower of 1.5% per month or the highest rate permitted by applicable law on the unpaid balance.

If Client fails to pay any amount by the applicable due date, Consultant shall have the right to suspend work and withhold Instruments of Service (as defined below) until payment in full, including interest, is received. Consultant shall have no liability whatsoever to Client for any costs or damages that result from such suspension or withholding of Instruments of Service, and Consultant shall be entitled to reimbursement of all costs incurred while work is suspended. If Consultant resumes services after payment by Client, the time schedule and fees for remaining Services shall be equitably adjusted.

If Client fails to pay any amount by the applicable due date, Consultant shall have the right to commence collection efforts, and all collection costs incurred by Consultant shall become immediately due and payable to Consultant as such collection costs are incurred. Collection costs include, but are not limited to, legal fees, collection agency fees, court costs, and reasonable staff costs for Consultant's staff time spent in efforts to collect the overdue balance.

Client's failure to pay Consultant in accordance with this Agreement shall constitute a material breach of this Agreement and shall be cause for Consultant to suspend performance or terminate this Agreement.

If the Services are suspended by Client for more than thirty (30) calendar days, consecutive or aggregate, Consultant shall be compensated for Services performed prior to such suspension. When the Services are resumed, Consultant shall be compensated for time and expenses incurred in the interruption and resumption of Services. Consultant's fees for the remaining Services and the time schedules shall be equitably adjusted.

ARTICLE 4 – ADDITIONAL SERVICES

In the event of any changes in the Scope of Services, Client Delay, changed or unforeseen conditions, Change in Law or event of Force Majeure, Client agrees to issue an Amendment for Additional Services ("AAS") to equitably adjust Consultant's fees and the time of performance. If Consultant is caused to increase its Scope of Services and Client does not issue an AAS that is acceptable to Consultant, compensation for the expanded Scope of Services shall be on an hourly basis according to Consultant's then-current standard rate schedule ("Rate Schedule"), plus reimbursable expenses.

A "Client Delay" shall include a delay caused by the Client failing to make timely decisions, a delay in the delivery of Client ordered equipment or supplies, or a delay by a Client-hired contractor or consultant not timely completing work upon which Consultant's work is dependent. "Force Majeure" is defined below in Article 13. A "Change in Law" is a change in the applicable laws or regulations applicable to the Project when the change occurs after the date of this Agreement.

ARTICLE 5 - CLIENT'S RESPONSIBILITIES

Client agrees to provide to Consultant in a timely manner all available information, requirements, and limitations relevant to Consultant's performance of its Scope of Services, including, but not limited to, objectives, schedule, constraints and criteria, space requirements, flexibility, expandability, special equipment, systems, and site requirements. Client furnished information shall also include data (and professional interpretations thereof) prepared by or services performed by others, including where applicable, but not limited to, previous reports, core borings, sub-surface explorations, hydrographic and hydrogeologic surveys, laboratory tests and inspection of samples, materials and equipment; appropriate professional interpretations of the foregoing data; environmental assessment and impact statements; property, boundary, easement, right-of-way, topographic and utility surveys; property description; zoning, deed and other land use restrictions; and other special data. Consultant may rely on the accuracy of the Client's supplied information and use such information in the development of Consultant's Scope of Services. The accuracy of the Client's information is the Client's responsibility. Client shall update any information it provides if Client becomes aware of any changes in circumstances. Consultant shall endeavor to

verify the information provided and shall promptly notify the Client if the Consultant discovers that any information or services furnished by the Client is in error or is inadequate for its purpose. Client shall also notify the Consultant whenever the Client observes or otherwise becomes aware of any defect in construction or design.

Client shall furnish right-of-way entry and continuous unimpaired access to the Project site for Consultant to perform its Scope of Services. Client shall also require all Utilities with facilities in the Client's right of way to locate and mark said utilities upon request, relocate and/or protect said utilities as determined necessary to accommodate work, submit a schedule of the necessary relocation/protection activities to the Client for review and comply with agreed upon schedule.

Where appropriate, Client shall endeavor to identify, remove and/or encapsulate asbestos products or materials or pollutants located in the project area prior to accomplishment by the Consultant of any work.

Client shall render decisions in a timely manner pertaining to documents submitted by Consultant to avoid unreasonable delay in the orderly and sequential progress of the Services, including acting promptly to approve all pay requests or requests for information by Consultant. Client shall furnish the services of other consultants when such services are requested by Consultant and are reasonably required by the scope of the Project.

Client shall designate a Client Representative with authority to transmit and receive instructions and information, interpret and define the Client's policies with respect to services rendered by the Consultant, and authority to make decisions as required for Consultant to complete services.

Client shall provide such legal, accounting and insurance counseling services as may be required and bear all costs incidental to compliance with the requirements of this article.

ARTICLE 6 - INDEMNIFICATION

To the fullest extent permitted by law, subject to the limitations set forth below in this Agreement, Client and Consultant shall indemnify and hold harmless the other and its respective directors, officers, employees, and representatives from and against all legal liability for claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are legally determined to be caused by the indemnitor's negligent acts, errors, or omissions. Neither party shall have a duty to defend the other party and no duty to defend is created by this Agreement.

ARTICLE 7 - LIABILITY LIMITATION

Client and Consultant have evaluated the parties' relative risks and benefits associated with this Project, including Consultant's fee relative to the risks assumed, and agree to allocate certain of the associated risks. To the fullest extent permitted by law, the total aggregate liability of Consultant (and its employees and sub-consultants) to Client for all injuries, damages, claims, losses, or expenses (including attorney fees and expert fees) arising out of Consultant's services or this Agreement is limited to the greater of Consultant's project fee or \$50,000, and Client agrees to hold Consultant harmless for any liability more than such amount. This limitation shall apply regardless of available insurance coverage, cause(s), or the theories of liability, including, but not limited to, breach of contract, negligence, contribution, indemnity, or other remedies.

ARTICLE 8 - STANDARD OF CARE

Consultant will perform the Services in a manner consistent with the level of care and skill ordinarily exercised by members of Consultant's profession currently practicing under similar conditions in the same locale. EXCEPT AS SPECIFICALLY STATED HEREIN, CONSULTANT MAKES NO WARRANTIES OR GUARANTEES, EXPRESS OR IMPLIED, RELATING TO CONSULTANT'S SERVICES, AND CONSULTANT DISCLAIMS ANY IMPLIED WARRANTIES OR WARRANTIES IMPOSED BY LAW, INCLUDING, BUT NOT LIMITED TO, WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

ARTICLE 9 - CONSEQUENTIAL DAMAGES

NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR LOSS OF PROFITS OR REVENUE; LOSS OF USE OR OPPORTUNITY; LOSS OF GOOD WILL; COST OF SUBSTITUTE FACILITIES, GOODS, OR SERVICES; COST OF CAPITAL; OR FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT, PUNITIVE, OR EXEMPLARY DAMAGES.

ARTICLE 10 - DISPUTE RESOLUTION

If a claim or dispute arises out of or relates to Consultant's Services or this Agreement, the parties shall attempt in good faith to settle such claim or dispute through direct discussions.

Any claim or dispute arising out of or related to Consultant's Services or this Agreement (except for collection procedures employed by Consultant and those waived or barred as provided elsewhere in this Agreement) that is not resolved by direct discussions shall be submitted to mediation as a condition precedent to the institution of legal or equitable proceedings by either party. Either party may file a request for mediation. Mediation shall be pursuant to the Construction Industry Mediation Rules of the American Arbitration Association. The Mediator shall be selected by the parties within fifteen (15) days of the request for mediation. Mediation shall proceed in advance of legal or equitable proceedings, which shall be stayed pending the conclusion of mediation for a period of sixty (60) days from the date of filing, unless stayed for a longer period by agreement of the parties or by court order. The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in Minneapolis, Minnesota.

Notwithstanding the foregoing, if a claim or dispute between the parties involves, relates to, or is the subject of a mechanic's lien or construction lien arising out of Consultant's Services, Consultant may proceed in accordance with applicable law to comply with all

statutory requirements, including those related to lien notice and filing deadlines, prior to the commencement or conclusion of mediation or other form of alternative dispute resolution agreed to by the parties.

ARTICLE 11 - TERMINATION

Either party may terminate this Agreement for convenience and without cause upon twenty-one (21) calendar days written notice.

Either party may terminate this Agreement for cause upon ten (10) calendar days written notice for one or more of the following reasons:

- 1. The other party's material breach of this Agreement;
- 2. Assignment of this Agreement without the written consent of the other party;
- 3. Suspension of the Project or Consultant's Services for more than thirty (30) calendar days, consecutive or aggregate; or
- 4. Material changes in the conditions under which this Agreement was executed, the Scope of Services, the nature of the Project, or the failure of the parties to reach an agreement on compensation and/or scheduling adjustments necessitated by such changes.

In the event of termination of this Agreement by either party, regardless of the reason for termination, Client shall, within fifteen (15) days of termination, pay Consultant in full for all services rendered and costs incurred by Consultant up to the date of termination. Additionally, and notwithstanding any language in this Agreement to the contrary, within sixty (60) days of termination, Client shall reimburse Consultant for all expenses incurred by Consultant in connection with the orderly termination of this Agreement, including, but not limited to, demobilization, reassignment of personnel, associated overhead costs, and all other expenses resulting from the termination.

ARTICLE 12 - INSURANCE

Consultant shall carry the following insurance:

Workers Compensation	Statutory
Employers Liability	\$1,000,000
General Liability	\$1,000,000 Each Occurrence/ \$1,000,000 Aggregate
Automobile Liability	\$1,000,000 Combined Single Limit
Professional Liability	\$3,000,000 Per Claim/ \$3,000,000 Annual Aggregate

General Liability shall name the Client as an additional insured. The insurer agrees to give thirty (30) days written notice in the event of cancellation by the insurer.

ARTICLE 13 - MISCELLANEOUS

A. WORK PRODUCT / DOCUMENT OWNERSHIP

Except as otherwise provided in Exhibit B (if applicable), the following shall apply to the ownership of documents and work product:

Unless Client requests otherwise, Consultant will provide its documents and materials both in a hard copy and in an electronic format. Because electronic documents may be modified intentionally or inadvertently, Client agrees that Consultant will not be liable for any losses or damages resulting from any change in an electronic document after Consultant transmits it to Client. All documents, including reports, drawings, calculations, specifications, CADD materials, computers software or hardware or other work product prepared by Consultant pursuant to this Agreement are Consultant's Instruments of Services for use solely with respect to this Project and, unless otherwise provided, Consultant shall be deemed the owner of these Instruments of Service and shall retain all common law, statutory and other reserved rights, including copyright. If Client has paid Consultant in full for its Services, Client shall be permitted to retain copies, including reproducible copies, of Consultant's Instruments of Service for Client's information, reference and use in connection with the Project. Consultant's Instruments of Service shall not be used by the Client or others on other projects, for additions for this Project or for completion of this Project by others, except with Consultant's agreement in writing and with appropriate compensation to Consultant. In consideration of Client's use of Consultant's Instruments of Service, Client shall, to the fullest extent permitted by law, indemnify and hold harmless Consultant, its directors, officers, agents, and employees from all claims arising out of the reuse or misuse of such Instruments of Service. Under no circumstances shall transfer of the Consultant's Instruments of Service be deemed a sale by the Consultant, and the Consultant makes no warranties, either express or implied, of merchantability and fitness for any particular purpose.

Copies of documents that may be relied upon by Client are limited to the printed copies (also known as hard copies) that are signed or sealed by Consultant. Files in electronic format furnished to Client are only for convenience of Client. Any conclusion or information obtained or derived from such electronic files will be at the user's sole risk. Consultant makes no representations as to long term compatibility, usability or readability of electronic files.

B. HAZARDOUS MATERIALS

Client represents to Consultant that no hazardous materials exist at the Project site. If there are hazardous materials at the Project site, the Client must inform Consultant of the type, quantity, and location of such hazardous materials. If hazardous materials are discovered at the Project site then Consultant will notify the Client and, to the extent required by law, notify the appropriate governmental authority. If Consultant or any other entity encounters hazardous materials at the Project site then Consultant may without any liability to Client or any other entity suspend services until such time as Client retains the appropriate entities to identify and (as appropriate) abate, remediate, or remove the hazardous material. Client agrees that Consultant has been retained to perform professional services and shall not be required to become an arranger, operator, generator, or transporter of hazardous material (as

defined by law). Client hereby agrees to indemnify and hold harmless Consultant for all claims losses and damages arising out of the existence of hazardous materials on the Project site.

C. UNDERGROUND UTILITY AND STRUCTURE CLEARANCE

Where requested by Client, Consultant will perform customary research to assist Client in locating and identifying subterranean structures or utilities. However, Consultant may reasonably rely on information from the Client and information provided by local utilities related to structures or utilities and will not be liable for damages incurred where Consultant has complied with the standard of care and acted in reliance on that information. The Client agrees to waive all claims and causes of action against the Consultant for claims by Client or its contractors relating to the identification, removal, relocation, or restoration of utilities, or damages to underground improvements resulting from subsurface penetration locations established by the Consultant.

D. THIRD-PARTY RELIANCE

All Services provided by Consultant are for Client's and Consultant's sole benefit and exclusive use with no third-party beneficiaries intended. Reliance upon the Services and any work product is limited to Client and is not intended to benefit any third party.

E. CONSTRUCTION SERVICES

If requested by Client in the Scope of Services or AAS, Consultant shall visit the project during construction to become familiar with the progress and quality of the contractors' work and to determine if the work is proceeding, in general, in accordance with plans, specifications or other contract documents prepared by Consultant for the Client. The Client has not retained the Consultant to make detailed inspections or to provide exhaustive or continuous project review and observation services. Consultant does not guarantee the performance of, and shall have no responsibility for, the acts, errors or omissions of any contractor, subcontractor, supplier or any other entity furnishing materials or performing any work on the project.

Client acknowledges Consultant will not direct, supervise or control the work of contractors or their subcontractors, nor shall Consultant have authority over or responsibility for the contractors' means, methods, or procedures of construction. Consultant's services do not include review or evaluation of the Client's, contractor's or subcontractor's safety measures, or job site safety. Job site safety shall be the sole responsibility of the contractor who is performing the work.

For Client-observed projects, the Consultant shall be entitled to rely upon and accept representations of the Client's observer. If the Client desires more extensive project observation or full-time project representation, the Client shall request such services be provided by the Consultant as an additional service. Consultant and Client shall then enter into an AAS detailing the terms and conditions of the requested project observation.

F. SUBMITTALS AND PAY APPLICATIONS

If the Scope of Services includes the Consultant reviewing and certifying the amounts due the contractor, the Consultant's certification for payment shall constitute a representation to the Client, that to the best of the Consultant's knowledge, information and belief, the contractor's work has progressed to the point indicated and that the quality of the work is in general accordance with the documents issued by the Consultant. The issuance of a certificate for payment shall not be a representation that the Consultant has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from subcontractors and material suppliers and other data requested by the Client to substantiate the contractor's right to payment, or (4) ascertained how or for what purpose the contractor has used money previously paid on account of the contract sum. Contractor shall remain exclusively responsible for its work.

If the Scope of Services includes Consultant's review and approval of submittals from the contractor, such review shall be for the limited purpose of checking for conformance with the information given and the design concept. The review of submittals is not intended to determine the accuracy of all components, the accuracy of the quantities or dimensions, or the safety procedures, means or methods to be used in construction, and those responsibilities remain exclusively with the Client's contractor.

G. JOB SITE SAFETY

Neither the Services of Consultant, nor the presence of Consultant at the construction/Project site, shall relieve Client, general contractor(s), or subcontractor(s) of any of their responsibilities or duties to perform the work in strict accordance with the contract documents and to comply with all health and safety precautions required by any regulatory agency. Consultant does not have authority or responsibility to control any construction contractor or its employees in connection with their work or any health or safety programs or procedures. Client agrees that contractors and subcontractors are solely responsible for job site safety and warrants that this intent shall be carried out in Client's contracts with contractors. Client also agrees that Client and its contractor(s), jointly and severally and to the fullest extent permitted by law, shall indemnify and hold harmless Consultant and its employees against any liability related to health, injury, or job site safety.

H. OPINIONS OF PROBABLE COST

Opinions, if any, of probable cost, construction cost, financial evaluations, feasibility studies, economic analyses of alternate solutions and utilitarian considerations of operations and maintenance costs provided for are made or to be made on the basis of the Consultant's experience and qualifications and represent the Consultant's best judgment as an experienced and qualified professional design firm. The parties acknowledge, however, that the Consultant does not have control over the cost of labor, material, equipment or services furnished by others or over market conditions or contractor's methods of determining their prices, and any evaluation of any facility to be constructed or acquired, or work to be performed must, of necessity, be viewed as simply preliminary. Accordingly, the Consultant and Client agree that that proposals, bids or actual costs may vary from opinions,

evaluations or studies submitted by the Consultant and that Consultant assumes no responsibility for the accuracy of opinions of probable construction costs and Client expressly waives any claims related to the accuracy of opinions of probable construction costs. If Client wishes greater assurance as to probable construction cost, Client shall employ an independent cost estimator as part of its Project responsibilities.

I. FORCE MAJEURE

To the extent any time for performance applies, the affected party shall not be responsible for any delays due to federal, state or municipal actions or regulations, acts of foreign governments, strikes or other labor shortages, equipment or material delays or shortages, delays in issuing applicable permits, acts or omissions of the other party, inclement weather, pandemic, acts of the public enemy, fires, floods, riots, embargos, other acts of God, government shutdown, unforeseen site conditions or any other events or causes beyond the control of Consultant.

J. HEADINGS

The headings used in this Agreement are for convenience only and shall in no way define, limit, or describe the scope or intent of this Agreement or any part hereof.

K. ASSIGNMENT

Client may not assign this Agreement without the written consent of Consultant.

L. ENTIRE AGREEMENT

This Agreement represents and contains the entire agreement and understanding between the parties with respect to the subject matter of this Agreement and supersedes all prior oral and written agreements and understandings.

M. GOVERNING LAW

The Agreement shall be construed, interpreted, and enforced in accordance with the laws of the state in which the Project is located.

N. MODIFICATIONS

This Agreement may be modified only by a written instrument executed by both parties.

O. WAIVER

No delay or failure by either party to exercise any right or remedy under this Agreement, and no partial or single exercise of a right or remedy, will waive that or any other right or remedy.

P. SEVERABILITY

Any invalidity or unenforceability of all or part of a provision of this Agreement shall be severable and shall not affect the validity or enforceability of the remaining part of that provision or other provisions.

Q. EXECUTION

This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original and together which shall constitute one and the same agreement. Signatures on this Agreement that are transmitted by fax, email or other electronic means shall be valid and binding.

R. NO PERSONAL LIABILITY

It is intended by the parties to this Agreement that Consultant's services shall not subject Consultant's employees, officers or directors to any personal legal exposure for the risks associated with this Agreement. Therefore, and notwithstanding anything to the contrary contained herein, the Client agrees that as the Client's sole and exclusive remedy for any claim, demand or suit shall be directed and/or asserted only against Consultant, and not against any of Consultant's individual employees, officers or directors.

S. LIEN NOTICE – APPLICABLE TO PRIVATE PROJECTS IN MINNESOTA

ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTIONS.

UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIAL FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE.

T. GENERAL LIEN NOTICE - APPLICABLE TO PRIVATE PROJECTS IN LOCATIONS OTHER THAN MINNESOTA TO THE EXTENT PERMITTED BY APPLICABLE LAW, AS A PARTY SUPPLYING LABOR OR MATERIALS FOR IMPROVEMENT TO PROPERTY, WE MAY FILE A LIEN AGAINST YOUR PROPERTY IF WE ARE NOT PAID IN ACCORDANCE WITH THIS AGREEMENT.

IN WITNESS WHEREOF, the parties hereto have made and executed the Agreement as of the day and year first above written.

CITY OF BLAINE, MN

WSB LLC

By:

By:

Name: JKrieger@blainemn.gov

Name: Jason Amberg

Title: Sr Parks and Recreation Manager

Title:



April 25, 2025

Mr. Jerome Krieger
Senior Parks and Recreation Manager
City of Blaine
10801 Town Square Drive NE
Blaine, MN 55449

Re: 2025 Jim Peterson Park Proposal for Professional Services

Dear Jerome:

WSB is pleased to present this proposal to the City of Blaine for the Ice Rink and Parking Lot Improvements at Jim Peterson Park. WSB's project scope and proposed work plan are based on our conversations and project understanding. Our team will utilize the Client provided topographic survey and asbuilt files in order to develop preliminary design plans for implementation of a new hockey rink, parking expansion and utilities for a future warming house building. The goal is to preserve the existing parking lot, utilities and miscellaneous park amenities. Following approval of preliminary design, final bid documents will be prepared for bidding. Our team will develop plans and specifications for bidding in Spring 2025 for construction to occur in mid to late summer 2025. Our project understanding, scope of work, and proposed fee are listed below (Exhibit A).

This letter represents our entire understanding of the project scope. If the City of Blaine is in agreement, the necessary contract documents can be provided and signed. WSB will start work upon receipt of a signed contract.

Sincerely,

WSB

A handwritten signature in blue ink that reads "Robert A. Slipka III".

Robert Slipka, PLA, ASLA
Project Manager / Sr. Landscape Architect

A handwritten signature in blue ink that reads "Jason Amberg".

Jason Amberg, PLA, ASLA
Principal / Director of Landscape Architecture

Exhibit A

I. Scope of Services

1. PROJECT MANAGEMENT

- A. Project management is a key task included in each phase of the project. In each case, this task consists of management and administration, project coordination, and communication with City staff and WSB personnel. Additional work included in this task involves attendance at a kick-off meeting and at progress meetings with City staff. Proper completion of this task will allow for open lines of communication and routine updates on project issues, as well as keeping the project on schedule and within budget.

2. GEOTECHNICAL INVESTIGATION

- A. Based upon experience with similar projects the objectives of the geotechnical services are to perform subsurface borings, classify and analyze the soil samples, discuss groundwater issues, and prepare recommendations for subgrade preparation and a pavement section.
 - 1) Site Access:
 - We will do our best to minimize such damage, but WSB will not be liable for repair of property.
 - 2) Bore Hole Locating and Gopher State One Call:
 - WSB will stake the potential bore hole locations using a supplied site plan and existing site feature as guides.
 - Prior to sending a drill rig to the site WSB will contact Gopher State One Call (GSOC) and have them request public underground utility owners mark and clear our proposed bore hole locations of their utilities. If there are private underground utilities that are not located by GSOC, you must notify the Geotechnical Group immediately.
 - 3) Subsurface Test Borings:
 - We propose to complete, at a minimum, a total of six borings. 4 SPT borings to 5-foot depths in the hockey rink and parking lot areas, 1 SPT boring to 10- foot depth for the slab-on-grade structure and 1 SPT boring to 15-foot depth for the stormwater basin. Additional borings for future pavement area may be added if they can be done the same day. In the standard penetration test borings, we will sample and record blow counts at 2½ foot intervals to the boreholes termination depth.
 - If unsuitable soils (existing fill, organic soils, etc.) are encountered at the proposed boring termination depth(s), it will be necessary to extend the borings into more competent materials. This will allow us to better evaluate potential construction issues.
 - An additional charge of \$30 per lineal foot will be assessed for borings extended beyond their proposed termination depths. If the added work requires an additional mobilization to the site, it will be charged at \$250 per day.
 - In Minnesota, a boring that is deeper than 15 feet and sealed within 72 hours is considered a temporary boring / environmental well and requires Well Sealing Records be submitted to the Minnesota Department of Health. If the temporary boring / environmental well is extended to depths of more than 25 feet, a Construction Notification form and Fee are required. WSB will fill out the MDH notification and sealing record forms and sign on behalf of the owner unless directed otherwise. Based on our proposed services we do not anticipate creating an environmental bore hole.
 - 4) Schedule, Bore Hole Samples and Laboratory Testing:
 - Based on our current drilling backlog, we anticipate that we can mobilize to the site in about six weeks from the time that written authorization is provided. Laboratory work and report preparation will take about two weeks following completion of the field work. It should be noted that this schedule may change based on timing of authorization, site conditions and other factors. Should our anticipated schedule change, we will let you know. This estimate is based on work being completed during normal business hours, 7am to 6pm, Monday through Friday. Additional charges will apply to night or weekend drilling.
 - Samples retrieved during drilling will be returned to our laboratory where they will be reviewed, classified using the Unified Soil Classification System (USCS), and logged under the direction of a geotechnical engineer. Select samples will be set aside for

laboratory testing. We may perform routine laboratory tests on selected soil samples obtained from the exploration. This may include determinations of natural moisture content and unconfined compressive strength with a calibrated penetrometer if cohesive soils are encountered and gradations on select sand samples from the borings.

- Such tests will aid in determining soil classification and properties and potential behavior characteristics to help guide our recommendations.
- 5) Geotechnical Engineering Report:
- The information gathered for this project will be used to prepare a geotechnical report. The report will summarize our findings and provide a discussion of subsurface soil and groundwater conditions encountered in our borings and how they may affect the proposed construction of foundations, pavement areas, and pond infiltration/detention. The report will also provide estimates of groundwater depths/elevations and a discussion of soils for use as structural fill and site fill. The report will also provide recommendations for pavement sections.

3. CONSTRUCTION PLANS AND SPECIFICATIONS

A. WSB will utilize the CLIENT provided topographic survey and schematic design plan for development of proposed parking lot expansion, hockey/skating improvements and utility improvements associated with the future warming house.

1) Final Site Development:

Once the design options are fully explored and selected, WSB will prepare final Construction Documents. These documents shall include plans, details, and specifications in sufficient detail for the City to pursue competitive bids for the construction of the improvements. Review meetings will be conducted at 50% and 90% document development.

This task will include:

- Title Sheet
- Site Removals Plan
- Site Layout Plan
- Site Grading Plan
 - Erosion Control and Site SWPPP Plans (as necessary)
 - Spot Elevations (for key finished grade elements)
- Pavement Designs and Typical Details
- Site Utilities: Extend existing sanitary and water connections. It is understood that the sanitary service will operate as a force main therefor a grinder pump kit will be incorporated into the design. Services will be sized based on existing infrastructure for the new building needs as well as a hydrant for rink flooding.
- Storm Sewer, Drainage Plans, and Details: Analysis and design of the stormwater drainage and conveyance system consistent with stormwater management and permitting requirements.
 - Developing a drainage plan for the improvements and sizing storm structures as required for the parking lot expansion.
 - Do to potentially known floodplains within the park, we will demonstrate compensatory cut/fill quantities for the improvements within the park.
 - Preparing and submitting a stormwater management plan to the Coon Creek Watershed District (CCWD) for approval. The plan will provide calculations for existing and proposed conditions and determine any adverse downstream impacts. This task assumes one round of permit comment responses.
- Miscellaneous Site Construction Details
 - Prepare Technical Specifications
 - Prepare Final Cost Estimate
- Cost Estimate
- One complete digital set of design development materials, construction drawings, specifications, and final estimate of probable construction costs at 60%, 90%, and 100% completion.

- 4. PERMITTING
 - A. Due to project size, it is anticipated that a SWPPP will be required. Similarly, with an increase of impervious of more than one acre and disturbance of more than one acre, it is anticipated that a Coon Creek Watershed District Permit will be required. A portion of the project is within the floodplain so a net zero fill document will be required as part of the design and permitting requirements.
 - 1) Note: Any permit fees will be considered reimbursable expenses billed in addition to fee proposal.
- 5. BIDDING ASSISTANCE
 - A. It is understood that the proposed improvements will be bid as one single package. WSB will package the final plans and specifications into the formal bidding documents. This task will include an internal QA/QC review of the final plans, quantities, and specifications.
 - B. WSB will print, assemble, and submit the final contract documents to the CLIENT and request authorization to advertise the project for bidding. We will prepare the ad for bid, coordinate the advertising, and coordinate the bid opening. WSB will receive and respond to bidder inquiries concerning the plans, specifications, and intent of the project. Logs of all inquiries will be kept and maintained to document inquiries. WSB will attend the project bid opening with the CLIENT up request.
 - C. WSB will review the low bidder's bid proposal, contractor's / subcontractor's relative experience and performance on similar projects, references, nature, and extent of other similar contracts, whether or not the contractor or subcontractors have ever been denied contract award, and any other information that would affect the ability of the contractor to perform the work. Based on this information, WSB will make a recommendation regarding award of contract.

II. Compensation

Compensation for the scope of services will be rendered on an hourly basis not to exceed the amount of \$63,000.

Project Management	\$2,500
Geotechnical Investigation	\$10,000
Construction Plans, Specifications and Permitting	\$46,500
Bidding.....	\$4,000
TOTAL	\$63,000

III. Assumptions

- 1. CLIENT will provide WSB with topographic survey in CAD for development of construction documents.
- 2. Existing utility services that are stubbed into the park will have sufficient capacity for the future building (including water, sanitary sewer, storm sewer, gas, electric, and communications). Only minor utility service modifications will be required, not entirely new services.
- 3. Sanitary and water are both services and not main lines therefor no hours/fee has been included for coordination with state agencies.
- 4. The project area does not contain any wetlands.
- 5. A Tree Preservation Plan is not required.
- 6. CLIENT will facilitate process to secure building vendor including preparation and delivery of plans and specifications related to new warming house building.
- 7. Standard design practices apply to this project. Design meeting sustainability and/or additional design criteria and documentation are not included in the fee (i.e. LEED, LID, B3, Energy Star, Green Communities, etc.).
- 8. If required, retaining walls will be low height boulder walls or modular block walls to be designed by a modular block retaining wall company. WSB will locate walls, determine wall heights, and prepare performance specification for design by others.
- 9. The entire civil engineering and landscape architecture will be designed, documented, and bid as one set of construction documents. Individual civil/landscape bid packages for separate construction phases will require additional compensation.
- 10. Storm water analysis requested by government agencies that extends beyond the project site, may require additional compensation which will be billed on an hourly basis.

11. There are no off-site improvements required for this project beyond the property boundaries. Any off-site improvements will require additional compensation.

IV. Exclusions

1. The following items are excluded from this Agreement; however, Consultant can provide these services for additional compensation by an Amendment for Additional Services (AAS).
 - A. Topographic Survey
 - B. Wetland delineation and/or mitigation
 - C. An Environmental Site Assessment (ESA) Phase 1.
 - D. Traffic study
 - E. Electrical design
 - F. Irrigation design
 - G. Special inspections
 - H. Hazardous waste engineering
 - I. Archeological services
 - J. Ecological design services
 - K. Construction Administration

Mr. Jerome Krieger
March 13, 2023
Page 6

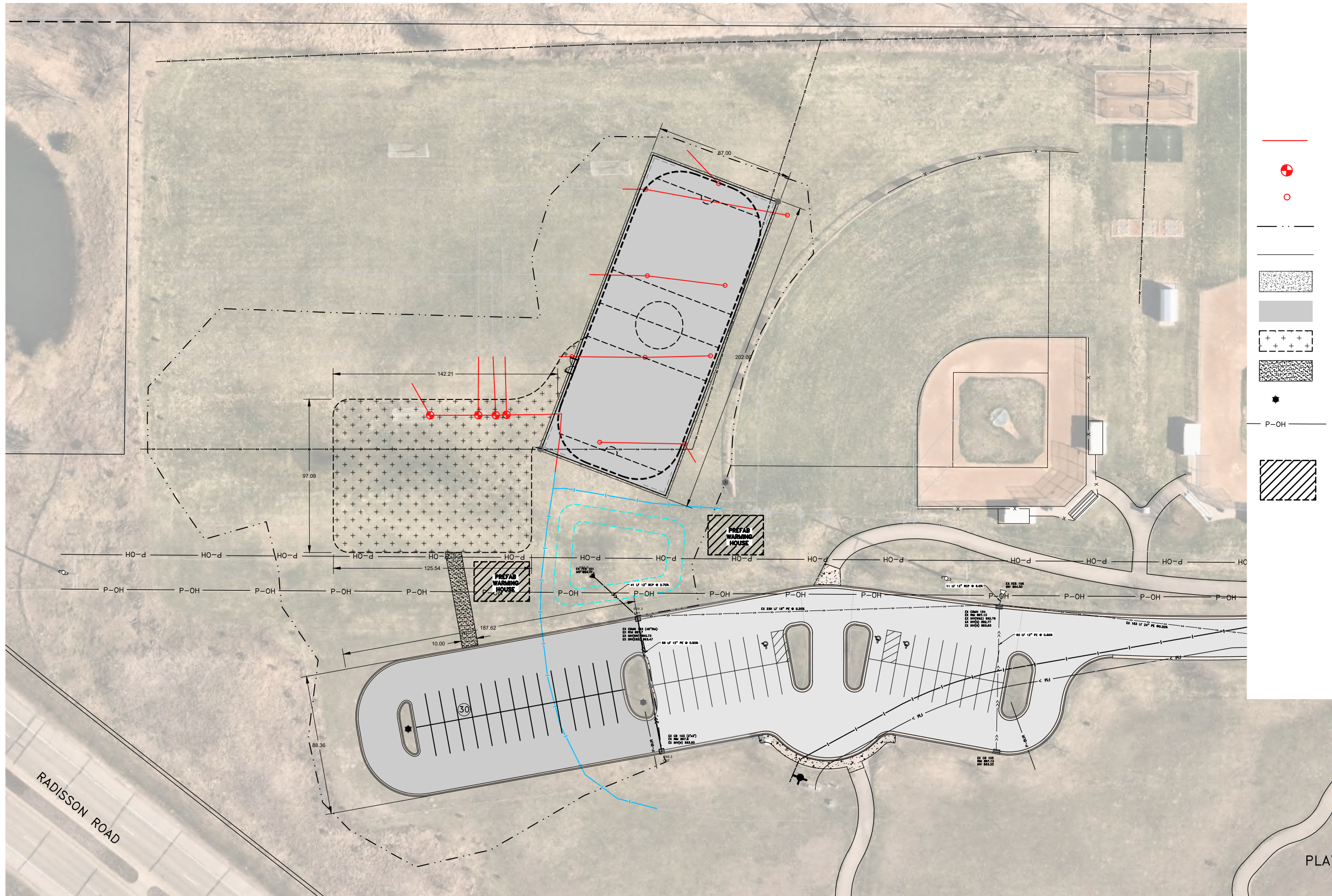
2025 Rate Schedule



	Billing Rate/Hour
PRINCIPAL ASSOCIATE	\$195 - \$281
SR. PROJECT MANAGER SR. PROJECT ENGINEER	\$195 - \$251
PROJECT MANAGER	\$171 - \$191
PROJECT ENGINEER GRADUATE ENGINEER	\$115 - \$190
PROJECT MANAGER ASSISTANT	\$95 - \$155
ENGINEERING TECHNICIAN ENGINEERING SPECIALIST	\$76 - \$189
LANDSCAPE ARCHITECT SR. LANDSCAPE ARCHITECT	\$86 - \$182
ENVIRONMENTAL SCIENTIST SR. ENVIRONMENTAL SCIENTIST	\$77 - \$180
PLANNER SR. PLANNER	\$89 - \$188
GIS SPECIALIST SR. GIS SPECIALIST	\$86 - \$188
CONSTRUCTION OBSERVER	\$117 - \$152
SURVEY	
Survey Office Technician	\$136 - \$169
Drone Pilot	\$197
One-Person Crew	\$197
Two-Person Crew	\$265
OFFICE TECHNICIAN	\$67 - \$147

Costs associated with word processing, cell phones, reproduction of common correspondence, and mailing are included in the above hourly rates. Vehicle mileage is included in our billing rates [excluding geotechnical and construction materials testing (CMT) service rates]. Mileage can be charged separately, if specifically outlined by contract. | Reimbursable expenses include costs associated with plan, specification, and report reproduction; permit fees; delivery costs; etc. | Multiple rates illustrate the varying levels of experience within each category. | Rate Schedule is adjusted annually.

Feb 05, 2025 - 3:36pm
T:\Park and Rec\park and rec file cabinet\PARKS Construction\JIM PETERSON ATHLETIC COMPLEX\Hockey_Rink & Parking\AUTOCAD\PLANS\RINK_PARKING W_POND.dwg



ENGINEERING DEPARTMENT

10801 Town Square Drive, Blaine, Minnesota 55449

Phone (763) 785-6172

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed professional engineer under the laws of the State of Minnesota.

Date _____ Reg. No. _____

DATE

REVISION

PROJECT NO.

DESIGN BY: BML

DRAWN BY: BML

CHECKED BY:

APPROVED BY:

AS BUILT BY:

PROPOSED OVERALL PLAN

CITY PROJ. NO. 24-XX
JIM PETERSON PARK RINK AND PARKING LOT

SHEET NO. 4 OF 10 SHEETS



City of Blaine Staff Report

File Number: 2025-133

Agenda Date	Status
June 2, 2025	
In Control	File Type
City Council	Motion

Administration - Jerome Krieger, Sr. Recreation Manager

Agenda Item # 10.6

Motion Accepting Quotes and awarding the contract to Starry Electric, Inc. in the Amount of \$93,320.00 for the Blaine Baseball Complex Field #5 Lighting System Installation Project (P2412)

Executive Summary

Accept quotes for the Blaine Baseball Complex Field #5 Lighting System Installation project and award a contract in the amount of \$93,320.00 to Starry Electric, Inc.

Background

Quotes were received by 2 PM, May 13, 2025 for the installation of City supplied poles and lighting fixtures. A total of 3 bids were received, ranging from \$93,320 to \$201,540. The 3 lowest quotes and the engineer's estimate are as follows:

Engineer's Estimate	\$100,000.00
Starry Electric, Inc.	\$93,320.00
Killmer Electric Co., Inc.	\$104,480.00
Electro Mechanical, Inc	\$201,540.00

Quotes have been checked and tabulated, and it has been determined that Starry Electric, Inc. of Foley, Minnesota is the lowest responsible quoter. The Parks Department has not worked with Starry Electric on previous lighting contracts. Staff have checked their references and have affirmation from our consultant who has worked with them on other lighting projects. Staff recommends that the low quote be accepted, and a contract entered into with Starry Electric, Inc.

The City Council is also asked to approve a 10% electrical contingency to bring the total electrical budget to \$102,652.00.

The City Council previously approved a budget for the Parks Capital Improvement Program, which included \$400,000 for site improvements to the Blaine Baseball Complex in 2025. One of those

improvements that was presented to the council last fall was lighting field 5 at the Baseball Complex (see attached map). Previously, bids were received and approved by the council for the lighting system materials (poles and lighting fixtures) in April for \$189,000. This was for the materials only. The current requests for quotes were sent to five preferred lighting electrical companies for the installation of the lighting systems and related electrical work.

As part of this project, it will be necessary for a new transformer to be installed by Connexus Energy to serve these lights. Based on previous projects requiring a new transformer installation, it is estimated to cost \$5,000.

Also, as part of this project, the electrical contractor will be extending new power lines to the dugouts for Field #5 and #6 for power to operate future new scoreboards.

Project cost breakdown

Poles and light fixtures - \$189,900 + 10% contingency

Electrical installation - \$93,320 + 10% contingency

Sports Lighting Authority consulting - \$9,995

Connexus Transformer - \$5,000

Total cost - **\$298,215** + 10% contingency on the materials and electrical installation

The remaining funds from this project will be used for the remodeling of the inside restrooms to be ADA family restrooms. Part of the work will be asphalt work to make the Blaine Baseball Complex building ADA-accessible. This work will be completed by the end of the year.

Strategic Plan Relationship

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

Board/Commission Review

NA

Financial Impact

Various improvements to the Blaine Baseball Complex have been included in a multi-year request through the city's Capital Improvement Plan (CIP). Phase one appropriated \$150,000 in 2024 and phase two appropriated \$400,000 in 2025. The 2025-2029 CIP also proposed the inclusion of \$100,000 for the third and final phase in 2026, although these funds were included for planning purposes only and are not yet authorized to financially commit.

Project expenditures are being coded to the Parks Development Fund (404) which receives its operating revenues by way of park dedication fees. No property tax dollars are being used to finance these improvements. Project to-date and anticipated 2025 expenditures are provided in the table below.

Funding Source	2024 CIP	2025 CIP	Total
Funding Allocated	\$150,000	\$400,000	\$550,000
Fencing, Backstop, Culvert Improvements - Phase 1	\$(148,593)	-	\$(148,593)
Field 5 Lighting - Poles and Fixtures (Approved) - Phase 2	-	\$(208,890)	\$(208,890)
Field 5 Electrical Work - Lighting (Requested) - Phase 2	-	\$(102,652)	\$(102,652)
Fields 2-5 Scoreboards (Estimated) - Phase 2	-	\$(33,100)	\$(33,100)
Fields 2-5 Electrical - Scoreboards (Estimated) - Phase 2	-	\$(9,000)	\$(9,000)
Restroom - ADA Accessible Renovation (Estimated) - Phase 2	-	\$(38,000)	\$(38,000)
Remaining Budget	\$1,407	\$8,358	\$9,765

Public Outreach/Input

NA

Staff Recommendation

By motion, award the contract to Starry Electric, Inc.

Attachment List

1. Bid Opening BBC#5 Installation 5-13-25
2. Lighting Layout Exh (updated from Musco)



City of Blaine

Signature Copy

Resolution:

Motion Accepting Quotes and awarding the contract to Starry Electric, Inc. in the Amount of \$93,320.00 for the Blaine Baseball Complex Field #5 Lighting System Installation Project (P2412)



City of Blaine

Signature Copy

Ordinance:

Motion Accepting Quotes and awarding the contract to Starry Electric, Inc. in the Amount of \$93,320.00 for the Blaine Baseball Complex Field #5 Lighting System Installation Project (P2412)

BLAINE BASEBALL COMPLEXE FIELD #5 OF LIGHTING SYSTEM - INSTALLATION

BID OPENING

Tuesday, May 13, 2025 @ 2:00 P.M.

		ADDENDUM ACKNOWLEDGED				
	CONTRACTOR	YES/NO	CORPORATE ACKNOWLEDGEMENT	AFFIRMATIVE ACTION (IF OVER \$100,000)	RESPONSIBLE CONTRACTOR	TOTAL BID
1	KILMER ELECTRIC	YES	YES	YES	YES	\$104,480.00
2	STARRY ELECTRIC	VERBAL CONFIRMATION	YES	N/A	YES	\$93,320.00
3	ELECTRO MECHANICAL	VERBAL CONFIRMATION	YES	YES	YES	\$201,540.00
4	FOREST LAKE					
5	KUNKEL ELECTRIC					

Blaine Baseball Complex Field #5
Lighting Layout

