



City of Blaine

City Council

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

AGENDA

1. Call to Order by the Mayor

2. Pledge of Allegiance

3. Roll Call

4. Awards - Presentations - Organizational Business

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. 2025-167 Schedule of Bills Paid
Sponsors: Jason Zimmerman, Finance Director

7.2. 2025-168 Approval of Minutes
Sponsors: Cathy Sorensen, City Clerk

7.3. 2025-169 Motion to Approve a Temporary On-Sale Intoxicating Liquor License for St. Timothy's Annual Carnival, 707 89th Avenue NE
Sponsors: Cathy Sorensen, City Clerk

- 7.4.** 2025-170 Motion to Authorize Temporary Removal of Parking Restrictions on 91st Avenue, 92nd Avenue, 92nd Lane and Baltimore Street to Accommodate Lettermen Sports Tent Sales on July 28, 2025 through August 3, 2025
Sponsors: Daniel Schluender, Director of Engineering
- 7.5.** RES 25-118 Resolution to Approve Replacement of Police Department CSO Truck 5335 (Chevrolet Silverado 1500)
Sponsors: Brian Podany, Safety Services Manager/Police Chief

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

- 8.1.** RES 25-110 Resolution Adopting Assessment for Sanburnol Drive/85th Avenue Improvements, Improvement Project No. 23-14
Sponsors: Daniel Schluender, Director of Engineering

9. Development Business

- 9.1.** RES 25-98 Resolution Granting Preliminary Plat Approval to Create Four Lots and Two Outlots to be Known as Lexington Crossing Second Addition at the Southwest Corner of Lexington Avenue and 125th Avenue NE. HJ Development LLP. (Case File No. 25-0029/SAS)
Sponsors: Sheila Sellman, Assistant Community Development Director
- 9.2.** ORD 25-2581 Second Reading
Approving Ordinance Amendments to Section 33.10 Home Occupations. City of Blaine (Case File No. 25-0019/ACK)
Sponsors: Sheila Sellman, Assistant Community Development Director
- 9.3.** ORD 25-2582 Second Reading
Approving Ordinance Amendments to Section 34.04 Prohibited Signs and Section 34.13 Administrative Permit. City of Blaine (Case File No. 25-0020/ACK)
Sponsors: Sheila Sellman, Assistant Community Development Director

10. Administration

- 10.1.** RES 25-120 Resolution Accepting a Bid from Carr's Tree Service, Inc. for Tree Removal Services and Authorizing Execution of an Agreement
Sponsors: Nick Fleischhacker, Public Works Director, Kristofer Paulseth, City Forester
- 10.2.** RES 25-121 Resolution Accepting a Quote from Dresel Contracting in the Amount of \$66,154.93 for 2025 Miscellaneous Sanitary Sewer Repairs Project, Improvement Project No's. 25-07.

Sponsors: Daniel Schluender, Director of Engineering

11. Other Business

12. Adjournment

CITY OF BLAINE

SCHEDULE OF BILLS PAID

APPROVED ON 07/07/2025 FOR PAYMENTS THE WEEK OF 06/20/2025

Vendor Name	Description	Amount
ALL APPLIANCE DISPOSAL	Disposal Fees; Appliances	\$ 310.00
AMAZON CAPITAL SERVICES	HDMI Cord: Mechanic Computer	\$ 26.58
AMAZON CAPITAL SERVICES	Patrol supplies Maxi Cure/Insta-Set Combo Pack	\$ 27.98
AMAZON CAPITAL SERVICES	Post Its, Steno Pads, Notebooks, Pens, Rub Bands, Sharpies	\$ 146.49
APPLE FORD WHITE BEAR LAKE	ABS repair; truck 4487	\$ 799.99
APPLE FORD WHITE BEAR LAKE	Shifter Cable: Truck 1234	\$ 207.35
APPLE FORD WHITE BEAR LAKE	Credit	\$ (141.05)
ATLAS STAFFING INC	PW Office Temp Employee Amaretto Fellerman	\$ 516.60
BARNUM COMPANIES INC	Garage Door Repair: Plant 4	\$ 555.56
BATTERIES PLUS BULBS	Battery; Curber 1141	\$ 152.95
BEAUDRY OIL & PROPANE	Propane for PW Shop: 2025 Blanket	\$ 26.00
BLAINE BROTHERS INC	Air line/fittings: Plow 1241	\$ 165.47
BOLTON & MENK INC	Water Tower 2 Rehab Amended Services, I/P 24-21	\$ 168.40
BOLTON & MENK INC	Construction Services for Water Tower 2 Rehab, I/P U2315 (24-21)	\$ 3,295.60
BOLTON & MENK INC	AT&T/T-Mobile Telecom Svcs, Tower 2 (4/12/25-5/9/25) I/P 24-21	\$ 4,920.00
BRAD'S CATCH BASIN REPAIR LLC	Street Repair: WM Break, 10600 Pres Dr	\$ 6,450.00
CENTENNIAL SCHOOL DIST 12	Senior Trips	\$ 900.00
CENTERPOINT ENERGY	750 Clover Leaf Pkwy NE - Gas	\$ 100.41
CENTRAL PRO SUPPLY	Stakes/Tree Watering bags; Park Dept	\$ 503.02
CINTAS CORPORATION	PW: 2025 Uniform/Rug-Towel Rentals	\$ 542.94
COMCAST	Cable TV	\$ 36.19
COMCAST	MAYC - Cable TV	\$ 69.50
CONNEXUS ENERGY-UTILITY PAYMENTS	May 2025 Electric	\$ 71,107.94
CREATIVE HOMES INC	Escrow Refund - 13236 Kissel St NE	\$ 7,200.00
CREATIVE HOMES INC	Escrow Refund - 12885 Stutz CT NE	\$ 4,800.00
CREATIVE HOMES INC	Escrow Refund - 13106 Hupp Ct NE	\$ 4,900.00
CRYSTEEL TRUCK EQUIPMENT	2025 Capital; Light Duty Utility Vehicle, #4649 Buildup	\$ 9,308.91
CRYSTEEL TRUCK EQUIPMENT	2025 Capital; Parks - LD F350 Pickup, #2452 Buildup	\$ 22,688.71
CUB FOODS INC - BLAINE NORTH	PD Training items - REID Training	\$ 59.96
CUB FOODS INC - THE VILLAGE	Community Outreach Event - Bike Rodeo items	\$ 9.48
CUB FOODS INC - THE VILLAGE	Community Outreach Event - Centennial HS Breakfast	\$ 35.54
CUB FOODS INC - THE VILLAGE	Mobile Field Force Training supplies	\$ 50.91
CUB FOODS INC - THE VILLAGE	PD Training items - REID Training	\$ 145.69
D R HORTON INC	Escrow Refund - 4672 132nd LN NE	\$ 7,400.00
D R HORTON INC	Escrow Refund - 4692 132nd LN NE	\$ 7,400.00
D R HORTON INC	Escrow Refund - 4682 132nd LN NE	\$ 7,400.00
D R HORTON INC	Escrow Refund - 13174 National St NE	\$ 7,400.00
D R HORTON INC	Escrow Refund - 13167 National St NE	\$ 7,400.00
D R HORTON INC	Escrow Refund - 13033 Erskin ST NE	\$ 4,900.00
D R HORTON INC	Escrow Refund - 4276 130th Ave NE	\$ 7,400.00
D R HORTON INC	Escrow Refund - 13027 Erskin ST NE	\$ 4,900.00
D R HORTON INC	Escrow Refund - 4286 130th Ave NE	\$ 7,400.00
D R HORTON INC	Escrow Refund - 13115 National ST NE	\$ 4,900.00
D R HORTON INC	Escrow Refund - 12724 Erskin ST NE	\$ 4,900.00
D R HORTON INC	Escrow Refund - 3024 126th LN NE	\$ 4,900.00
DOUGLAS KERR UNDERGROUND LLC	2025 Southwest Area Street Reconstruction, I/P 25-06	\$ 152,555.46
DRAYFAHL LUCAS	Reimbursement - Work boots - Seasonal	\$ 30.00
ELECTRIC PUMP INC	Pump #1 soft Start: LS 8	\$ 3,356.77
ELECTRIC PUMP INC	2023 Capital; LS 22 Wet Well Rehab	\$ 24,920.00
ELECTRIC PUMP INC	LS Pump Maintenance; Service Agreement	\$ 11,000.00

EMERGENCY AUTOMOTIVE TECHNOLOGIES INC	Squad 5348 Upfitting Equipment	\$	3,091.17
FACTORY MOTOR PARTS COMPANY	Batteries; PW stock	\$	503.88
FACTORY MOTOR PARTS COMPANY	Batteries (DEL 31G950T); PW stock	\$	427.92
FASTENAL COMPANY	Cable Ties: WTP 3	\$	273.90
FERGUS FALLS MONUMENT CO	Veteran's Memorial Park Monument Repair	\$	24,550.00
FERGUSON WATERWORKS #2518	Tools: Hyd Wrench/Probe/locator: Truck 4654	\$	1,360.10
FERGUSON WATERWORKS #2518	Tools: Hyd Wrench/Probe/locator: Truck 4660	\$	1,341.34
FRIENDLY CHEVROLET INC	AC hose: Vehicle 5255	\$	101.80
FRIENDLY CHEVROLET INC	Brake Pads; PD Stock	\$	1,051.56
GIMPL TAMMY	Kennel services for May 2025	\$	350.00
GOPHER STATE ONE CALL INC	2025 Water & Sewer Locate Fees	\$	1,788.75
GUZMAN THERESA	Refund Food License Overpayment	\$	100.00
HAWKINS INC	Water Treatment Chemicals	\$	7,933.35
HAWKINS INC	Chlorine Regulator: WTP 1	\$	2,930.89
HERITAGE LANDSCAPE SUPPLY GROUP INC	Weed killer: all parks	\$	4,790.22
HOSE PROS LLC	WTP 3 Repair supplies	\$	50.33
I & S GROUP INC	Wetland Site 7, Annual Maintenance & Work Plan, I/P 25-41, P2411	\$	2,592.50
I & S GROUP INC	Wetland Site 7, Annual Maintenance & Work Plan, I/P 25-41, P2411	\$	8,570.34
INNOVATIVE OFFICE SOLUTIONS	Copier/Printer Paper for CH & MAYC	\$	468.80
IUOE LOCAL 49 FRINGE BENEFIT FUNDS	49ers Training Facility Fee; May	\$	790.06
JM ELECTRIC LLC	Electrical Work: Quail Creek Park	\$	265.00
JOHNSON KAI	Reimbursement - Work boots - Seasonal	\$	30.00
JONATHAN HOMES OF MN LLC	Escrow Refund - 4816 131st CT NE	\$	4,800.00
JONATHAN HOMES OF MN LLC	Escrow Refund - 4716 131st Ave NE	\$	4,800.00
JONATHAN HOMES OF MN LLC	Escrow Refund - 4792 131st CT NE	\$	5,000.00
JONATHAN HOMES OF MN LLC	Escrow Refund - 4706 131st Ave NE	\$	4,900.00
JONATHAN HOMES OF MN LLC	Escrow Refund - 4788 131st CT NE	\$	5,000.00
JONATHAN HOMES OF MN LLC	Escrow Refund - 4799 131st CT NE	\$	4,900.00
JONATHAN HOMES OF MN LLC	Escrow Refund - 4842 131st CT NE	\$	4,900.00
KAYE SHAWN	Mileage & Expense Report - Kaye	\$	40.60
LANDBRIDGE ECOLOGICAL	2025 BMP & Mitigation Maintenance (Ref PO 25-1362)	\$	4,350.00
LANGUAGE LINE SERVICES INC	2025 Translation and Interpretation Services for the year	\$	792.79
LAWSON PRODUCTS INC	B/O Chain Binders; PW Stock	\$	748.33
LAWSON PRODUCTS INC	Mechanic shop supplies; Hydro Coupler/Parts Cleaner/Fittings	\$	499.59
LAWSON PRODUCTS INC	Fittings/Nipples: Water Dept	\$	203.75
LAWSON PRODUCTS INC	Chains for Trailer	\$	941.57
LAWSON PRODUCTS INC	Chains for Trailer	\$	672.55
LAWSON PRODUCTS INC	WTP 2 Repair: Washer/screws/tapers	\$	342.58
LEGACY 88 LLC	Partial Escrow Release, B24-00887 Legacy 88 Xylite	\$	41,340.00
LENNAR	Escrow Refund - 3475 110th LN NE	\$	7,400.00
LENNAR	Escrow Refund - 3455 110th LN NE	\$	7,400.00
LENNAR	Escrow Refund - 3531 110th LN NE	\$	4,800.00
LRS PORTABLES OF MINNESOTA	2025 Satellite Rental - Parks	\$	9,353.79
M/I HOMES	Escrow Refund - 11268 Pierce Pl NE	\$	4,800.00
M/I HOMES	Escrow Refund - 11220 Pierce Pl NE	\$	5,000.00
M/I HOMES	Escrow Refund - 11276 Pierce Pl NE	\$	4,900.00
M/I HOMES	Escrow Refund - 11212 Pierce Pl NE	\$	4,900.00
M/I HOMES	Escrow Refund - 11297 Fillmore ST NE	\$	5,000.00
MACQUEEN EQUIPMENT INC	Water valve; vac-con 4622	\$	732.35
MANAGED SERVICES INC	CH janitorial June	\$	4,819.00
MARCO TECHNOLOGIES LLC	Mitel 6930 IP Phones	\$	1,690.00
MARSDEN CENTRAL LLC	PW June janitorial services	\$	2,550.67
MARTIN MARIETTA MATERIALS	Patching Material for Streets	\$	157.13
MC TOOL & SAFETY SALES	PW Safety Supplies - Safety Glasses	\$	289.80
MC TOOL & SAFETY SALES	Safety Supplies: Water	\$	148.01
MC TOOL & SAFETY SALES	Small tools: Truck 4654	\$	355.95
MC TOOL & SAFETY SALES	Small tools: Truck 4660	\$	355.95

MCFOA	Cathy Sorensen and Lisa Osterhues MCFOA Renewal	\$	100.00
MENARDS - BLAINE	Sealant/Tef Tape/mat: WTP 3 supplies	\$	70.83
MENARDS - BLAINE	Tree Planting Supplies: Parks	\$	61.40
MENARDS - BLAINE	Sealant/Tef Tape/mat: WTP 3 supplies	\$	11.98
MENARDS - BLAINE	Pitch Forks/pickers; Street Dept	\$	151.92
MENARDS - BLAINE	Tape, repel, batteries, drill bits, light bulbs	\$	145.18
MENARDS - BLAINE	Meter/Radio Install tools	\$	64.61
MENARDS - BLAINE	Painting Supplies: Well 16	\$	29.74
MENARDS - BLAINE	Supplies for Aquatore bandshell	\$	239.44
MENARDS - BLAINE	Supplies for Sizzling summer	\$	49.05
METRO AREA MANAGEMENT ASSOCIATION	Meeting cost for Scott Johnson	\$	35.00
METRO SALES INCORPORATED	Copier Support and Maintenance	\$	1,859.00
MICKMAN BROTHERS INC	2025 Contract: All WTP landscape maintenance	\$	1,641.67
MIDWAY FORD COMPANY	02 sensor; truck 5302	\$	225.06
MIDWEST TANK COMPANY	Filter Gaskets: all Plants	\$	583.88
MINNEAPOLIS OXYGEN COMPANY	Oxygen Cylinders for Patrol Operations	\$	187.84
MINNESOTA DEPARTMENT OF HEALTH	STATE WATER TESTING FEE - APR, MAY, JUNE 2025	\$	55,462.00
MTI DISTRIBUTING INC	B/O Tip spray nozzles; Fertilizer 2429	\$	156.24
MTI DISTRIBUTING INC	Lawnmower blades; PW stock	\$	455.80
MUSCO SPORTS LIGHING LLC	Yearly Field Light control fees - Aquatore and BBC 1 & Football	\$	950.00
MUSKA ELECTRIC CO	PW mechanics office internet line	\$	1,742.58
NORTHERN SANITARY SUPPLY CO INC	MAYC towels, liners, floor cleaner, soap	\$	700.02
NUSS TRUCK & EQUIPMENT	Woolwax Undercoat: Plow 1272	\$	1,645.00
NUSS TRUCK & EQUIPMENT	Woolwax Undercoat: Plow 1332	\$	1,645.00
OFFICE OF MNIT SERVICES	Telephone and Internet Service	\$	178.14
OLSEN CHAIN & CABLE INC	Lifting Slings: Storm Water	\$	72.80
ONSITE AUTO GLASS	Replaced cracked windshield; Comm Stds vehicle 3432	\$	1,249.37
O'REILLY AUTOMOTIVE INC	Credit	\$	(60.00)
O'REILLY AUTOMOTIVE INC	Credit	\$	(70.00)
O'REILLY AUTOMOTIVE INC	Brake Parts: Truck 4487	\$	131.44
O'REILLY AUTOMOTIVE INC	ABS SENSOR; truck 4487	\$	59.06
O'REILLY AUTOMOTIVE INC	HVAC ACTUATR; truck 2343	\$	21.00
PHASOR ELECTRIC COMPANY	Gas Monitor Wiring; WTP 1	\$	322.00
PLAISTED COMPANIES INC	Black dirt: Water main break restorations	\$	1,014.95
PLAISTED COMPANIES INC	Black Dirt: EAB Stump Restoration	\$	2,029.90
PLAISTED COMPANIES INC	Black dirt: Water main breaks	\$	1,014.95
PRESCRIPTION LANDSCAPE INC	MAY Monthly Bed Maint/Weekly Grounds - Various Medians	\$	111.44
PRESCRIPTION LANDSCAPE INC	MAY Monthly Bed Maint/Weekly Grounds - Various Medians	\$	451.08
PRESCRIPTION LANDSCAPE INC	MAY Monthly Bed Maint/Weekly Grounds - Various Medians	\$	407.00
PRESCRIPTION LANDSCAPE INC	MAY Monthly Bed Maint/Weekly Grounds - Various Medians	\$	127.69
PRESCRIPTION LANDSCAPE INC	MAY Monthly Bed Maint/Weekly Grounds - Various Medians	\$	745.72
PRESCRIPTION LANDSCAPE INC	MAY Monthly Bed Maint/Weekly Grounds - Various Medians	\$	256.89
PRESCRIPTION LANDSCAPE INC	MAY Monthly Bed Maint/Weekly Grounds - Various Medians	\$	55.00
PRESCRIPTION LANDSCAPE INC	MAY Monthly Bed Maint/Weekly Grounds - Various Medians	\$	490.98
PRESCRIPTION LANDSCAPE INC	Park Mowing; Various Parks	\$	110.00
PRESCRIPTION LANDSCAPE INC	Park Mowing; Various Parks	\$	140.80
PRESCRIPTION LANDSCAPE INC	Park Mowing; Various Parks	\$	110.00
PRESCRIPTION LANDSCAPE INC	Park Mowing; Various Parks	\$	115.50
PRESCRIPTION LANDSCAPE INC	Park Mowing; Various Parks	\$	110.00
PRESCRIPTION LANDSCAPE INC	Park Mowing; Various Parks	\$	110.00
PRESCRIPTION LANDSCAPE INC	Park Mowing; Various Parks	\$	110.00
PRESCRIPTION LANDSCAPE INC	MAY Monthly Bed Maint/Weekly Grounds - Various Medians	\$	97.00
PRINT CENTRAL	Envelopes	\$	1,319.19
PRO-TEC DESIGN INC	Software subscription renewal	\$	6,391.44
PRO-TEC DESIGN INC	CH & PW panic buttons yearly monitoring fee	\$	610.64
PRO-TEC DESIGN INC	Camera software subscription	\$	4,898.97
PULTE HOMES OF MINNESOTA LLC	Escrow Refund - 12661 Marmon St NE	\$	4,900.00

PULTE HOMES OF MINNESOTA LLC	Escrow Refund - 12697 Marmon St NE	\$	5,000.00
PULTE HOMES OF MINNESOTA LLC	Escrow Refund - 12685 Marmon ST NE	\$	4,800.00
REGENTS OF THE UNIVERSITY OF MN	RCP MH Replacement Program	\$	7,000.00
RESTORATION NETWORK	Escrow Refund - 11803 Fillmore ST NE	\$	5,000.00
ROBINSON LANDSCAPING INC	Sod; Water main break rehab	\$	148.50
S & S INDUSTRIAL SUPPLY INC	Carriage bolts; Park Benches	\$	25.98
S & S INDUSTRIAL SUPPLY INC	Helicoil: WTP 2	\$	120.12
SCHINDLER ELEVATOR CORPORATION	Repair ZC1,B35/selector	\$	802.20
SELLMAN SHEILA	Mileage & Expense Report - Sellman 4/23/25	\$	28.00
SHORT ELLIOTT HENDRICKSON INC	Design & Construction Services-Pleasure Creek, I/P 24-06	\$	5,381.51
SHORT ELLIOTT HENDRICKSON INC	Design & Construction Svcs-2025 Street Rehab, I/P 25-05	\$	20,915.90
SUBURBAN TIRE WHOLESALE INC	Tires: PD Stock	\$	1,800.00
SUN LIFE FINANCIAL	Long Term Disability Insurance-monthly	\$	5,556.82
SYMBOLARTS, LLC	Uniforms and Clothing	\$	195.00
TEAMSTERS LOCAL #320 WELFARE	Police Dental - Group #1609 Monthly	\$	8,322.00
TENICITY LLC	Summer Tennis Camp	\$	710.40
THE FERGUSON GROUP LLC	2025 Federal Advocacy Services (Approved 12/18/24 by MO 23-644)	\$	5,250.00
THE LINCOLN NATIONAL LIFE INSURANCE COMAPNY	Life Insurance - monthly	\$	7,593.35
THE LINCOLN NATIONAL LIFE INSURANCE COMAPNY	Life Insurance - monthly	\$	7,601.10
TREVIPAY	Tool Kit: Storm water truck 4660	\$	1,303.31
TREVIPAY	Tool Kit: Sewer truck 4654	\$	1,303.31
TREVIPAY	Headlamps: Water Dept	\$	132.94
TREVIPAY	Sewer Supplies: Washing wand/LS Cleaning Late Fee	\$	3.32
TREVIPAY	Sewer Supplies: Box Cutter/Tape Measure/razor blades	\$	163.05
TRI-STATE BOBCAT INC	Cutting Edges/Bolts: Toolcat 1312	\$	215.39
TRI-STATE BOBCAT INC	Weed whip heads/bolt/lever/stump grind teeth	\$	3,953.28
TWIN CITY FILTER SERVICE INC	CH and MAYC HVAC filters	\$	767.68
USA BLUEBOOK (#657220)	Jetter Cleaning nozzles; Sewer	\$	482.49
VILLEGAS WESLEY	Tuition reimbursement	\$	486.80
VOLUNTEERS OF AMERICA	Cook Supplemental Wages	\$	112.89
WALTERS RECYCLING & REFUSE INC	Extra trash for park dumpster	\$	22.00
WALTERS RECYCLING & REFUSE INC	Organics Collection 2025	\$	150.00
WALTERS RECYCLING & REFUSE INC	Garbage and Recycling Contract	\$	501,872.18
WEILAND SOREN	Reimbursement - Work boots - Seasonal	\$	30.00
WHEELER DYNO SERVICE INC	Relocation Assistance Payment, 10500 Nassau	\$	100,000.00
WOOLHOUSE ADAM	Park & Rec Refund	\$	750.00
XCEL ENERGY	10563 Packard ST NE - Siren	\$	10.45
XCEL ENERGY	4125 109th Ave NE - Signal	\$	58.26
XCEL ENERGY	4131 Pheasant Ridge DR NE - Monument	\$	12.19
XCEL ENERGY	4206 Woodland Pkwy NE - Signal	\$	57.23
ZAHL-PETROLEUM MAINTENANCE COMPANY	2025 Capital; Drive-on Hoist: Anti Slip Material, Proj-E2539	\$	4,986.24
		\$	1,419,465.75

CITY OF BLAINE

**SUBSET OF PAYMENTS BETWEEN \$20,000 AND \$50,000 FROM THE SCHEDULE OF BILLS PAID
APPROVED ON 07/07/2025 FOR PAYMENTS THE WEEK OF 06/20/2025**

Vendor Name	Description	Amount
SHORT ELLIOTT HENDRICKSON INC	Design & Construction Svcs-2025 Street Rehab, I/P 25-05	\$ 20,915.90
CRYSTEEL TRUCK EQUIPMENT	2025 Capital; Parks - LD F350 Pickup, #2452 Buildup	\$ 22,688.71
FERGUS FALLS MONUMENT CO	Veteran's Memorial Park Monument Repair	\$ 24,550.00
ELECTRIC PUMP INC	2023 Capital; LS 22 Wet Well Rehab	\$ 24,920.00
LEGACY 88 LLC	Partial Escrow Release, B24-00887 Legacy 88 Xylite	\$ 41,340.00

CITY OF BLAINE**SCHEDULE OF BILLS PAID****APPROVED ON 07/21/2025 FOR PAYMENTS THE WEEK OF 06/27/2025**

Vendor Name	Description	Amount
AMAZON CAPITAL SERVICES	SIM Card w/Plan; Water / Ink: Office	\$ 124.53
AMAZON CAPITAL SERVICES	Vinyl for Employee Recognition Logo Items	\$ 26.97
AMAZON CAPITAL SERVICES	Color Paper for MAYC	\$ 27.84
ANDERSON TODD E	Performance on July 17	\$ 500.00
ANOKA COUNTY LICENSE BUREAU	Tab Renewal - PD #5308	\$ 16.25
ANOKA COUNTY TREASURY DEPARTMENT	Connect Anoka County Fiber	\$ 812.50
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 1,233.45
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 673.30
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 56.67
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 375.91
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 1,068.68
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 46.00
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 200.90
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 208.50
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 938.15
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 1,119.95
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 1,073.95
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 1,030.80
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 1,083.65
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 960.60
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 1,118.50
ASTLEFORD INTERNATIONAL	Cab Lights; Sweeper 4615	\$ 196.65
ATLAS STAFFING INC	PW Office Temp Employee Amaretto Fellerman	\$ 806.40
ATLAS TOYOTA MATERIAL HANDLING	Credit	\$ (945.00)
ATLAS TOYOTA MATERIAL HANDLING	Forklift Rental: WTP 3 Media	\$ 1,427.00
AUDIO LOGIC SYSTEMS	Sound panels for the Aquatore Bandshell Flex Room	\$ 3,368.75
BALDINGER WENDY	Performance on July 22	\$ 275.00
BCA-CHAU RECORDS	Massage License Background Check processing fee	\$ 33.25
BEACON ATHLETICS LLC	Chalk Liners: Park Dept	\$ 1,324.00
BLAINE BROTHERS INC	Air line fittings: Hook Truck 1241	\$ 60.00
BLAINE BROTHERS INC	Brake Parts; Trailer 2339	\$ 2,290.44
BLAINE CUSTOM APPAREL & AWARDS	Medallion Hunt Medallion	\$ 66.00
BLAINE CUSTOM APPAREL & AWARDS	Recognition plaque	\$ 102.00
BOUND TREE MEDICAL LLC	Medical supplies for patrol operations	\$ 11.68
CAMP RIPLEY MESS FUN	Facility use fee for MFF training	\$ 55.00
CENTERPOINT ENERGY	May 2025 Gas Services	\$ 1,580.21
CENTURYLINK	Telephone Service	\$ 76.57
CINTAS CORPORATION	MAYC Mats/Rugs	\$ 38.42
COMCAST	Public Works Internet Service	\$ 201.47
COMCAST	Fiber Internet Service	\$ 1,360.00
CONNEXUS ENERGY	New Transformer for Blaine Baseball Complex lights, Proj P2412	\$ 20,108.03
COON CREEK WATERSHED DISTRICT	Performance Escrow -Permit App P-25-007 (Sunrise Pond Park)	\$ 2,480.00
COON RAPIDS CHRYSLER DODGE JEEP RAM	Purge Hose; Vehicle 5283	\$ 44.47
COON RAPIDS CHRYSLER DODGE JEEP RAM	Brake Parts; PD Stock	\$ 1,110.00

CREATIVE HOMES INC	Escrow Refund - 4664 128th Cir NE	\$	4,800.00
CREATIVE HOMES INC	Escrow Refund - 4714 128th Cir NE	\$	4,800.00
CREATIVE HOMES INC	Escrow Refund - 4878 128th Cir NE	\$	4,900.00
CREATIVE HOMES INC	Escrow Refund - 12810 Stutz CT NE	\$	4,900.00
CREATIVE HOMES INC	Escrow Refund - 13128 Ghia St NE	\$	4,900.00
DAHLSTROM MIKAEL	FICA reimbursement	\$	1,359.38
DELEGARD TOOL COMPANY	mechanics shop tools; grinder/tap/die set	\$	1,683.36
DOUGLAS KERR UNDERGROUND LLC	2024 Pleasure Creek Area St Reconstruction, I/P 24-06	\$	215,682.38
ECKBERG LAMMERS PC	Civil Legal Services & Retainer Fees for May 2025	\$	2,500.00
ECKBERG LAMMERS PC	Civil Legal Services & Retainer Fees for May 2025	\$	8,124.25
ECKBERG LAMMERS PC	Civil Legal Services & Retainer Fees for May 2025	\$	4,250.00
ECM PUBLISHERS INC	Publication of Legal Notices	\$	100.00
ECM PUBLISHERS INC	2025 Public Hearing Notices	\$	82.50
ECM PUBLISHERS INC	Publication of Legal Notices	\$	126.50
EHLERS & ASSOCIATES	2025 Interim Staffing	\$	191.25
ELECTRIC PUMP INC	2023 Capital; LS 22 Wet Well Rehab- VDF Retro	\$	4,095.00
FACTORY MOTOR PARTS COMPANY	Batteries (DEL 59PS); PW Stock	\$	215.84
FERGUSON WATERWORKS #2518	B/O Curb Stop Repair parts; Water	\$	585.24
FERGUSON WATERWORKS #2518	Flushing Hydrant: water Dept	\$	2,552.00
FERGUSON WATERWORKS #2518	Tools: B/O Probe: Truck 4654	\$	91.60
FERGUSON WATERWORKS #2518	Tools: B/O Probe: Truck 4660	\$	91.60
FERGUSON WATERWORKS #2518	Pressure Gauges: WTP 1	\$	194.28
FRIENDLY CHEVROLET INC	Battery Solenoids; Vehicle 5245	\$	292.26
GEMPLER'S INC	Tree Watering bags/Ivy cleaner: Storm Water	\$	2,302.80
HANSON SPORTS LLC	Summer Skyhawks Camps	\$	1,042.50
HAWKINS INC	Water Treatment Chemicals	\$	24,599.60
HERITAGE LANDSCAPE SUPPLY GROUP INC	Herbicide: all parks	\$	4,615.00
HLS OUTDOORS	Pond Maint. CCP 153.22; Tree Bags	\$	625.00
IMPACT PROVEN SOLUTIONS	May 2025 Utility Billing Invoicing	\$	4,807.43
INSTRUMENTAL RESEARCH INC	Water Sample Testing; 2025 Blanket	\$	1,000.00
INTOXIMETERS INC	PBT Supplies for patrol operations	\$	300.60
J. R. STELZER CO	Water Tower 2 Reconditioning, I/P 24-21 (U2315)	\$	70,205.00
JEFF BELZER'S ROSEVILLE AUTO INC	Coil and Spark Plugs; Vehicle 5283	\$	694.56
JEFF BELZER'S ROSEVILLE AUTO INC	PVC HOSE; Vehicle 5283	\$	18.11
JEFF BELZER'S ROSEVILLE AUTO INC	Credit	\$	(100.00)
JOB GLORIA D	Cooking with Glo class	\$	225.00
JONATHAN HOMES OF MN LLC	Escrow Refund - 4828 131st CT NE	\$	4,800.00
KLINK CHRISTINE	Kids performance on July 8	\$	150.00
LEAGUE OF MN CITIES INSURANCE TRUST-CLAIMS	Workers comp insurance claim	\$	7,404.52
LENNAR	Escrow Refund - 10920 Okinawa St NE	\$	4,800.00
LOCKRIDGE GRINDAL NAUEN PLLP	2025 State Advocacy Services (Year 2 of 3 Year Contract)	\$	3,166.66
MANSFIELD OIL COMPANY	Fuel Delivery - May	\$	7,152.22
MANSFIELD OIL COMPANY	Fuel Delivery - May	\$	6,912.22
MANSFIELD OIL COMPANY	Fuel Delivery - June	\$	14,631.33
MANSFIELD OIL COMPANY	Fuel Delivery - June	\$	5,650.90
MANZKE NICHOLAS	Park & Rec Refund	\$	200.00
MAROHNIC MICHAEL	FICA reimbursement	\$	1,304.83
MARTIN MARIETTA MATERIALS	Patching Material for Streets	\$	315.80
MENARDS - BLAINE	Filter Gauges: WTP 1	\$	61.04
MENARDS - BLAINE	insect traps, bungee cord, light bulb	\$	67.82
MENARDS - BLAINE	MAYC goo gone spray	\$	28.90

MENARDS - BLAINE	Small Ladders: Water Dept.	\$	129.98
MENARDS - BLAINE	Treated Lumber/Bit/Lag - BBC Park Bench	\$	23.43
MENARDS - BLAINE	Paint Roller; Mech Shop Supplies	\$	54.48
MENARDS - BLAINE	Solar spotlight	\$	45.98
MENARDS - BLAINE	Paint Supplies; Mech Shop Supplies	\$	105.82
MIDWAY FORD COMPANY	Spark Plugs/Coil Packs: Vehicle 5273	\$	229.36
MIDWAY FORD COMPANY	Spark Plugs/Coil Packs: Vehicle 5273	\$	62.12
MINNESOTA OCCUPATIONAL HEALTH	Pre employment testing	\$	1,480.00
MINNESOTA STATE COLLEGES OF UNIVERSITIES	Defensive driving class	\$	456.00
MINNESOTA VALLEY TESTING LABS #2778	Water Testing Lakeside Commons Park	\$	76.00
MINUTE MAKER SECRETARIAL	Minute Maker Secretarial	\$	826.63
MINUTE MAKER SECRETARIAL	2025 Planning Commission Minutes	\$	172.00
MTI DISTRIBUTING INC	Module and Dipstick; Mower 2408	\$	613.63
NGUYEN ANTHONY	Irrigation Damage Reimbursement	\$	31.23
NORELL JESSE	Kids performance on July 15	\$	400.00
NORTHERN SANITARY SUPPLY CO INC	CH towels, tissues, cleaner	\$	1,193.74
NORTHERN SANITARY SUPPLY CO INC	CH soap	\$	189.33
NR PROPERTIES INC	Escrow Refund - 12301 Owatonna ST NE	\$	4,900.00
NR PROPERTIES INC	Escrow Refund - 2175 120th LN NE	\$	4,900.00
NR PROPERTIES INC	Escrow Refund - 2160 120th LN NE	\$	4,900.00
NUSS TRUCK & EQUIPMENT	2024 Capital: 2025 Volvo Single Axle Plow; Streets 1323	\$	147,959.00
NUSS TRUCK & EQUIPMENT	Credit	\$	(255.00)
NUSS TRUCK & EQUIPMENT	Credit	\$	(222.04)
NUSS TRUCK & EQUIPMENT	Credit	\$	(270.30)
NUSS TRUCK & EQUIPMENT	Woolwax Undercoat: Plow 1281	\$	1,645.00
OPTUM FINANCIAL INC	Account fee monthly FSA	\$	93.00
O'REILLY AUTOMOTIVE INC	Credit	\$	(35.00)
O'REILLY AUTOMOTIVE INC	Starter; vehicle 5222	\$	281.22
O'REILLY AUTOMOTIVE INC	Cabin Filters; PW Stock	\$	32.97
O'REILLY AUTOMOTIVE INC	Filters: PW Stock	\$	22.05
O'REILLY AUTOMOTIVE INC	Brake Parts: Vehicle 5273	\$	442.85
O'REILLY AUTOMOTIVE INC	Window Switch, Truck 5141	\$	36.20
O'REILLY AUTOMOTIVE INC	Wheel Bearings; Truck 5265	\$	361.84
O'REILLY AUTOMOTIVE INC	Plenum Gasket; vehicle 5283	\$	24.15
PAULSON CONSTRUCTION	Escrow Refund - 2547 110th Ct NE	\$	4,900.00
RCM SPECIALTIES INC	2025 Emulsion/Rock: Street Patching Material	\$	877.25
RDO EQUIPMENT COMPANY	Rear engine repair; Sweeper 4615	\$	349.52
REHDER MARK	May Forestry Services	\$	1,044.01
REPINSKI JEREMY	FICA reimbursement	\$	1,330.86
SAFETYFIRST PLAYGROUND MAINTENANCE	Playground chips: parks	\$	3,370.50
SBM FIRE DEPARTMENT	2024 SBM Capital Reimbursement	\$	45,614.89
SHORT ELLIOTT HENDRICKSON INC	Engineering Svcs, National Street Water Svc Study, I/P 25-22	\$	12,995.43
SLIPSTREAM GROUP INC	MH Replacement	\$	462.50
THE BACKYARD BAND	Performance on July 10	\$	600.00
THOMSEN SYSTEMS INC	Summer Tech Camps	\$	1,602.00
TWIN CITIES TRANSPORT & RECOVERY INC	(1)Tow for squad 5307 & (1) investigations tow	\$	100.00
TWIN CITIES TRANSPORT & RECOVERY INC	(1)Tow for squad 5307 & (1) investigations tow	\$	200.00
TWIN CITIES TRANSPORT & RECOVERY INC	Tow of Squads 5222 and 5315	\$	125.00
TWIN CITIES TRANSPORT & RECOVERY INC	Tow of Squads 5222 and 5315	\$	125.00
TYLER BUSINESS FORMS	A/P Checks	\$	1,690.36
USA BLUEBOOK (#657220)	B/O Jetter Flying nozzle; Sewer	\$	1,112.22

USA BLUEBOOK (#657220)	B/O Jetter Rotor/Cleaning Flying nozzle; Sewer	\$	3,079.85
WATER CONSERVATION SERVICES INC	Water Main Leak Detection 6/9/25 - 9815 Jackson	\$	458.25
WATER CONSERVATION SERVICES INC	Water Main Leak Detection 6/9/25 - 10600 President	\$	647.45
WATERSURPLUS/SURPLUS MANAGEMENT INC	Hopper Rental Laterals for Filters: Week 2, WTP 3	\$	1,866.67
WILLEY LANEE	Performance on July 31	\$	550.00
WSB & ASSOCIATES INC	Engineering Svcs TH65 Frontage Rd Utility Improvement, I/P 21-01	\$	5,760.00
XCEL ENERGY	9191 Lincoln St NE - Bandshell	\$	203.47
ALLEN CONOR	Flight Reimbursement: Transformative Leadership Academy	\$	286.97
BACHMAN TRENT	Travel and Meal Allowance	\$	299.99
BETHKE JASON	Mechanical Gas Code Class, Certification & Required Code Books	\$	210.00
DOUGLAS EMILY	Travel and Meal Allowance	\$	1,501.85
WIENS BRIAN	Travel and Meal Allowance	\$	1,203.25
		\$	745,739.68

CITY OF BLAINE

**SUBSET OF PAYMENTS BETWEEN \$20,000 AND \$50,000 FROM THE SCHEDULE OF BILLS PAID
APPROVED ON 07/21/2025 FOR PAYMENTS THE WEEK OF 06/27/2025**

Vendor Name	Description	Amount
CONNEXUS ENERGY	New Transformer for Blaine Baseball Complex lights	\$ 20,108.03
HAWKINS INC	Water Treatment Chemicals	\$ 24,599.60
SBM FIRE DEPARTMENT	2024 SBM Capital Reimbursement	\$ 45,614.89

PAYROLL CHECKS & WIRE TRANSFERS

MONTH: JUNE 2025

PAYROLL CHECKS

<u>DATE</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
06/05/25	VENDOR CHECKS	CHECK # 79996 - 80000	\$7,259.35
06/05/25	EMPLOYEES	DIRECT DEPOSITS	\$695,315.88
06/18/25	VENDOR CHECKS	CHECK #800002 - 80011	\$14,420.35
06/18/25	EMPLOYEES	DIRECT DEPOSITS	\$720,863.37

WIRE TRANSFERS

<u>DATE</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
06/05/25	STATE OF MINNESOTA	PAYROLL TAXES	\$47,481.97
06/05/25	I.R.S.	PAYROLL TAXES	\$216,373.32
06/05/25	P.E.R.A.		\$203,060.57
06/05/25	USCM & US BANK	DEFERRED COMP & H.S.A	\$64,415.32
06/20/25	STATE OF MINNESOTA	MAY SALES TAX	\$97,439.00
06/26/25	21ST CENTURY BANK	CREDIT CARDS	\$33,419.11
06/18/25	STATE OF MINNESOTA	PAYROLL TAXES	\$48,613.69
06/18/25	I.R.S.	PAYROLL TAXES	\$218,625.30
06/18/25	P.E.R.A.		\$210,860.82
06/18/25	USCM & US BANK	DEFERRED COMP & H.S.A	\$64,940.89

TOTAL \$2,643,088.94



City of Blaine

City Council Workshop

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

MINUTES

NOTICE OF WORKSHOP MEETING

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

1. Call to Order

The meeting was called to order by Mayor Pro Tem Robertson at 5:30PM.

2. Roll Call

PRESENT: Mayor Tim Sanders (arrived at 5:35PM), Councilmembers Terra Fleming, Chris Ford, Leslie Larson, Chris Massoglia, Tom Newland, and Jess Robertson.

ABSENT: None.

Quorum Present.

ALSO PRESENT: Interim City Manager/Community Development Director Erik Thorvig; Assistant Community Development Director Sheila Sellman; Safety Services Director/Police Chief Brian Podany; Finance Director Jason Zimmerman; Director of Administrative Services Scott Johnson; Deputy Public Works Director Jason Grode; Public Works Supervisor - Water Kristian Gaasland; Director of Engineering Dan Schluender; Community Development Specialist Elizabeth Showalter; City Attorney Eric Larson; Communications Manager Ben Hayle; and City Clerk Catherine Sorensen.

3. New Business

- 3.1.** 2025-145 Charter Amendment - Councilmember Salary Review
Sponsors: Cathy Sorensen, City Clerk

City Clerk Sorensen stated City Charter Sec. 2-07. – Salaries states that the monthly salary of each of the councilmembers and mayor shall be established by ordinance. Council had

directed the charter commission to annually review surveys of council salaries from comparable/surrounding cities for recommendations on possible adjustments for consideration and any adjustments recommended would be presented to council and, if concurred with, an ordinance amendment would be processed. Pursuant to MN Statute 415.11, no change in salary shall take effect until after the next succeeding municipal election. The last increase to salaries occurred in 2025; prior to that changes last occurred in 2015. The current salary ordinance, adopted February 2024 and effective January 2025, is listed below:

Sec. 2-31. Salaries of mayor and councilmembers.

Salaries of mayor and councilmembers.

Pursuant to the City Charter, section 2.07, and Minn. Stat. § 415.11, as amended, the salary of the mayor shall be increased to \$1,526.25 per month; and the salary of the councilmembers shall be increased to \$1,121.80 per month, effective January 1, 2025.

Ms. Sorensen explained the charter commission had presented a charter amendment last year that outlined a mechanism for regular review and recommendation of future salary changes that would be consistent with any cost of living salary increases afforded to city staff as outlined below:

Sec. 2.07. Salaries.

The monthly salary of each of the councilmembers and the mayor shall be established by ordinance. Review of salaries shall be conducted in June of every odd numbered year and recommendations for adjustments, if any, be based on the annual cost of living adjustments consistent with staff. The mayor and councilmembers, in addition to the above salaries, shall be paid a reasonable sum for each day and their reasonable expenses incurred while traveling outside the city on the city's business.

Ms. Sorensen reported with the amendment failing 6-1 last year because it did not receive a unanimous vote by the council, the commission met on May 20, 2025, and reviewed the amendment language again, and after discussion, is proposing the following amendment instead:

Sec. 2.07. Salaries.

The monthly salary of each of the councilmembers and the mayor shall be established by ordinance. The council will review salaries of mayor and councilmembers in June of every odd numbered year and any adjustments should be based on the prior two years of cost of living adjustments consistent with those provided to staff and established by the Bureau of Labor and Statistics and the US Department of Labor. The mayor and councilmembers, in addition to the above salaries, shall be paid a reasonable sum for each day and their reasonable expenses incurred while traveling outside the city on the city's business.

Ms. Sorensen commented that the intent of this revised amendment is to ensure when reviews occur and that those reviews are based on data provided by the Bureau of Labor and Statistics and the US Department of Labor. As this language was different to what was presented last year, the commission wanted to receive council feedback prior to the required public hearing.

Councilmember Newland asked how the language differed this year from last year. Ms. Sorensen commented the difference was in who would establish the numbers, which would now be the Bureau of Labor Statistics and the US Department of Labor.

Councilmember Newland indicated he supported the language as presented by staff.

Councilmember Robertson reported the majority of the council wanted to move forward with the previous amendment and she supported leaving this in the hands of the charter commission. In addition, she supported more regular reviews of the council pay, versus being done once every ten years. Ms. Sorensen clarified the review would be at staff's directive and not the charter commission's directive and would occur in June of every odd-numbered year.

Councilmember Fleming indicated she supported the proposed language change as it would recognize the council's efforts on behalf of the community.

Councilmember Massoglia shared his preference for last year's draft language and suggested, rather than the council review salaries, that a review occur instead, as it doesn't seem right to have the council review their own salaries.

Council provided feedback that supported the proposed language.

Ms. Sorensen noted the charter commission would be finalizing this language at their August meeting and staff would likely bring the item forward to the council in September.

3.2. 2025-146 Concept Plan for Flowerfield Road

Sponsors: Sheila Sellman, Assistant Community Development Director

Assistant Community Development Director Sellman stated the applicant is requesting concept plan review for a 32 lot single family subdivision at the northeast corner of Lexington Avenue and Flowerfield Road. Since the project is consistent with the comprehensive plan and has fewer than 50 lots, concept plan review is not required, however, the applicant is requesting this review prior to development of the more detailed plans necessary for a formal application. Stonegate Builders is proposed to construct both product types. Stonegate is a local builder who has not previously built in Blaine and offers a wide range of home designs and materials. Staff reviewed example elevations and floor plans for a villa and a two-story homes. If a formal application is made, staff would craft conditions for consideration to be included in the required CUP to ensure that the homes built are consistent with the examples.

Mark Anther, Fenway Land Group, introduced himself and discussed the Flowerfield Road concept plan in further detail with the council. He explained the site was 30 acres in size with a great deal of wetland along with a regional sewer line. He indicated this created challenges in finding the right product mix that worked with the land. He stated he would be partnering with Stonegate Builders on this project and they have been around for many years. He commented further on the open space and trees that were located on the parcel. He reviewed examples of the products he was proposing to build within this development

and noted he was available for comments or questions.

Councilmember Newland stated he had no problems with the proposed development. He indicated his only concern was with how increased traffic would impact Flowerfield Road, because this was a narrow, rural roadway. He asked if the city had any plans to improve Flowerfield Road given the concerns that have been raised by the neighbors. Director of Engineering Schluender discussed the development that occurred along Flowerfield Road in 2014. He noted Flowerfield Road was a rural roadway section with three foot shoulders.

Councilmember Newland questioned if any improvements were planned for Flowerfield Road in the near future. Mr. Schluender discussed the complexities with upgrading and improving Flowerfield Road noting this would require filling in and purchasing wetland credits.

Councilmember Ford commented he supported the proposed development, but he agreed that the traffic along Flowerfield Road should be considered because this was a narrow roadway. He recommended a pedestrian trail be considered for safety purposes. Mr. Schluender stated staff has requested the developer look at connecting the Ghia Street cul de sac to Lexington Avenue with a trail.

Councilmember Robertson thanked the developer for bringing this development forward for council consideration. She explained she appreciated the elevated design elements. She asked that staff address the overgrown ditch grass and shoulders along Flowerfield Road for safety purposes. She stated this was a unique pocket in Blaine because this project was close to both Circle Pines and Lexington. She asked if it was possible to do a right-in/right-out to Lexington Avenue instead of pouring traffic from this development onto Flowerfield Road. Mr. Schluender said he did not anticipate that Anoka County would approve a right-in/right-out but the developer could make that request.

Councilmember Robertson recommended the developer consider a pedestrian plan in order to keep pedestrians off Flowerfield Road for safety purposes.

Councilmember Larson agreed with Councilmember Robertson's comments. She indicated she appreciated the proposed housing mix and that these units would be Villas, which would be geared towards seniors and empty-nesters.

Councilmember Newland supported the Public Works Department visiting Flowerfield Road in order to cut back the foliage along this roadway because it was so narrow.

Councilmember Ford explained he liked this project but indicated there was no space for pedestrians to walk along this roadway. He agreed the developer would have to consider pedestrian safety within the development plans.

Further discussion ensued regarding the trail segments that were located adjacent to the proposed development.

Councilmember Fleming stated she supported the proposed development and appreciated the unique housing designs being proposed by the developer. She thanked the developer for wanting to invest in Blaine.

Councilmember Larson spoke to a number of property owners already in this area and stated she was uncertain how 30 more housing units would adversely impact traffic, especially given how the new units would be marketed towards seniors.

Councilmember Robertson stated it appears the developer has support for the development from the council and the only concerns were with pedestrian safety along Flowerfield Road and how more trails can be incorporated. She asked that staff visit Flowerfield Road and work to improve driver safety by cutting back the existing overgrown foliage.

Council stressed the need for some type of trail/pedestrian traffic plan should this go forward, as well as potential road improvements to address increased vehicle traffic as Flowerfield Road was already very narrow.

3.3. 2025-147 SBM Fire Department - Quarterly Update
Sponsors: Daniel Retka, Fire Chief

Fire Chief Retka provided the city council with a quarterly update from the SBM Fire Department. He discussed how the staffing changes over the past two years were improving response times for the community. He reported the department had 50 overlapping calls per month and noted this number was rising. He reviewed the upcoming activities the department would be involved in, which included USA Cup and the PGA golf event. He then commented on the need for another station in the northeast corner of Blaine.

Lieutenant Jake Feffer provided a breakdown on Station 1 and commented on the total response area for this station, which included portions of Mounds View. He explained Station 1 was in a great location with great access to highways. He discussed the location of Station 3 and reviewed the response area for this station. He indicated Station 4 was built in 1974 and noted this station was in a decent location. The response zone for Station 4 was further discussed.

Fire Chief Retka commented on the administrative contract that was entered into with Centennial Fire District and discussed the benefits of this contract. He stated his goal would be to bring on Circle Pines and Centerville on a contract basis in the future. Further discussion ensued regarding how gaps would be eliminated if these cities were brought on.

Interim City Manager/Community Development Director Thorvig reported he met with the administrators from Mounds View and Spring Lake Park last week to discuss the future fire station. He indicated the first thing to understand was if this was the preferred location and what the potential costs would be for a new fire station. He commented the cost could be anywhere from \$15 to \$30 million.

Councilmember Newland questioned if Station 4 was still being used. Fire Chief Retka reported two firefighters were on call back to Fire Station 4. He indicated a staff vehicle was at Station 4 for these two individuals.

Councilmember Newland requested further information regarding how the stations were being staffed. Fire Chief Retka discussed how the fire stations were being staffed, noting only Stations 1 and 3 were being staffed overnight. He explained Station 4 did not have any room for expansion, but noted Centennial Station 1 could fill this gap along with a new station in the northeast corner of Blaine.

Councilmember Robertson thanked Fire Chief Retka for providing the council with further information on the mutual aid agreements that were in place. She appreciated the information that was shared on the department's response times, and she understood why there was a need for a fire station in the northeast corner of Blaine. She thanked Fire Chief Retka for being budget conscious.

Councilmember Ford stated he understood the city needed a fire station on the east side of Blaine, but noted he was not convinced the best place for the fire station was at the corner of 125th and Lexington. He reported fire stations were not necessarily built due to the growth in residential housing, rather he recommended the fire department consider call volumes. He indicated there would be fewer fire calls in newer housing developments than older housing developments.

Councilmember Massoglia explained he greatly appreciated SBM's approach when it came to providing fire services. He stated he was frustrated by how it appears SBM's partners were not paying their share. He asked if the contract with Centennial was calculated as if they were part of the JPA and would this be done with Circle Pines and Centerville. Fire Chief Retka described how fees were calculated for Circle Pines and Centerville, noting both of these communities were smaller than Spring Lake Park. He noted fees for these two cities would increase incrementally each year.

Councilmember Massoglia questioned what would be done with Fire Stations 2 and 4. Fire Chief Retka explained Fire Station 2 was still being used to store a command vehicle and for storage for the police department. He indicated there were discussions about selling Fire Station 2 over the next year. He indicated his recommendation would be to sell Fire Station 4 and noted the Centennial School District was interested in purchasing this property. He discussed how the sale of both of these properties would assist with reducing capital and equipment costs for the fire department.

3.4. 2025-148 City Manager Transition Topics

Sponsors: Erik Thorvig, Interim City Manager/Community Development Director

Interim City Manager/Community Development Director Thorvig discussed several key topics regarding his transition into the role of interim city manager with the city council. He explained he appreciated all of the work City Manager Wolfe has done over the past month in order to get him up to speed. He commented on how busy the city was at this time and noted nothing would be put on the back burner, except major policy decisions. He reported the budget would be moving forward in full force along with the well interference project. He asked how the council wanted to move forward with emails from the public.

Councilmember Robertson stated each email response differed on a case-by-case basis.

Councilmember Larson indicated she liked responding to emails and noted she reached out to staff when she needed assistance.

Mayor Sanders stated he responded in a similar manner noting he liked to acknowledge residents that emailed him, but also reached out to staff for assistance.

Councilmember Newland explained he does not always have the answers for the emails he receives and he simply forwards them onto the city manager for a response.

Mr. Thorvig said he would be holding one-on-one meetings with councilmembers sometime in August.

4. Other Business

Councilmember Massoglia explained he would like start seeing credit card statements and employee reimbursements provided to council on a quarterly basis for transparency purposes and noted he would be making a motion to that effect at the council meeting.

5. Adjournment

The workshop was adjourned at 6:58PM.



City of Blaine

City Council

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

MINUTES

1. Call to Order by the Mayor

The meeting was called to order at 7:08PM by Mayor Sanders followed by the Pledge of Allegiance and the Roll Call.

2. Pledge of Allegiance

3. Roll Call

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

ABSENT: None.

Quorum Present.

ALSO PRESENT: Acting City Manager/Community Development Director Erik Thorvig; Assistant Community Development Director Sheila Sellman; Safety Services Director/Police Chief Brian Podany; Finance Director Jason Zimmerman; Director of Administrative Services Scott Johnson; Deputy Public Works Director Jason Grode; Public Works Supervisor/Water Kristian Gassland; Director of Engineering Dan Schluender; City Attorney Eric Larson; Communications Manager Ben Hayle; and City Clerk Catherine Sorensen.

4. Awards - Presentations - Organizational Business

None.

5. Communications

Councilmember Massoglia complimented the Blaine Police Department for their annual police report. He was pleased to report Part 1 crimes were down 15% in the community. He thanked the police department for all of their efforts on behalf of the community.

Councilmember Robertson thanked the police and fire department for all of their efforts to keep the community safe during the summer and through all of the upcoming special events.

Mayor Sanders thanked everyone involved for another successful Blaine Festival noting the fireworks display was impressive again this year.

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 7:10PM.

Representative Matt Norris thanked the Blaine Police Department for their heroic efforts during the political shootings that occurred in June.

There being no further input, Mayor Sanders closed the Open Forum at 7:12PM.

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 Newland explained he would need to abstain from voting on the Schedule of Bills Paid.

Councilmember Newland requested Item 7.3 be pulled from the Consent Agenda for further discussion.

Councilmember Massoglia requested Item 7.10 be pulled from the Consent Agenda for further discussion.

Moved by Councilmember Robertson, seconded by Councilmember Massoglia, that the following items on the Consent Agenda be approved as amended removing Items 7.3 and 7.10 for further discussion.

Motion adopted 6-0-1 (Councilmember Newland abstained).

7.1. 2025-149 Schedule of Bills Paid
Sponsors: Jason Zimmerman, Finance Director

CM Newland abstained from Item 7.1.

CM Newland requested removal of Item 7.3 and asked further questions regarding the

proposed circus.

CM Massoglia requested removal of Item 7.10 and asked further questions regarding the proposed contract.

Motion by CM Newland, second by CM Massoglia to approve Item 7.3 as presented. Motion adopted unanimously.

Motion by CM Massoglia, second by CM Newland to approve Item 7.10 as presented.

Motion by CM Robertson, second by CM Massoglia to approve the consent agenda as presented. Motion adopted unanimously. Motion adopted unanimously.

- 7.2.** 2025-150 Approval of Minutes
Sponsors: Cathy Sorensen, City Clerk

- 7.3.** 2025-151 Motion to Approve Do Portugal Circus at Northtown Mall
Sponsors: Cathy Sorensen, City Clerk

Councilmember Newland explained he spoke with the city clerk regarding the safety plan, location, and activities for this proposed event. City Clerk Sorensen reported this event would include acrobats, comedians, clowns and motorcycles with no pyrotechnics. She explained the event would have no animals on site and the emergency management team has reviewed the application for this event. She indicated this would be a family-friendly event and a tent permit would have to be applied for and approved. She noted an emergency plan for exiting the tent was in place. She noted the tent would be located adjacent to the Pot Belly restaurant parking lot within the Northtown Mall.

Moved by Councilmember Newland, seconded by Councilmember Massoglia, to Approve Do Portugal Circus at Northtown Mall.

Motion adopted unanimously.

- 7.4.** 2025-152 Approve a Therapeutic Massage Enterprise License for Inner Beauty Med Spa & Laser, 10611 Baltimore Street NE, Suite 150
Sponsors: Cathy Sorensen, City Clerk

- 7.5.** Second Reading
Ordinance Amending Chapter 7 Regulating Adult Use Cannabis Businesses
Sponsors: Cathy Sorensen, City Clerk

- 7.6.** 2025-153 Approve a Temporary On-Sale Intoxicating Liquor License for Sgt. John Rice VFW located at 1374 109th Avenue NE

Sponsors: Cathy Sorensen, City Clerk

- 7.7.** RES 25-97 Resolution to Approve Parking Restrictions along Zest Street NE from Lake Parkway NE to approximately 850' north and along Lakes Parkway NE from Zest Street NE to Lexington Avenue NE (CSAH 17).
Sponsors: Daniel Schluender, Director of Engineering
- 7.8.** ORD 25-2580 Second Reading
Ordinance Amending Section 34-485 Volume Control and Pollutant Management of the Code of Ordinances of the City of Blaine
Sponsors: Daniel Schluender, Director of Engineering
- 7.9.** RES 25-109 Resolution to Declare Cost to be Assessed and Call for Hearing on Proposed Assessment for 2024 Pleasure Creek Area Street Reconstructions, Improvement Project No. T2406
Sponsors: Daniel Schluender, Director of Engineering
- 7.10.** 2025-154 Authorize Mayor and City Manager to Enter into a Contract with Barr Engineering Co., in the Amount of \$95,000 for the Wellfield Management Plan, Improvement Project No. 23-22
Sponsors: Jason Grode, Deputy Public Works Director

Councilmember Massoglia stated he pulled this item from the Consent Agenda for educational purposes and requested that staff provide an update on where the city was at getting these wells back online. Deputy Public Works Director Jason Grode reviewed the proposal from Barr Engineering noting the next steps in working towards the appropriation permitting for the northeast well field would include a well interference plan, preparing plans and specifications for two monitoring wells in Ham Lake and developing a pumping plan using the city's supply wells for an aquaphor test, coordinating with DNR staff, and also a detailed presentation to the city council at a future workshop meeting. He reported staff believes Barr Engineering offers the best proposal for this work.

Councilmember Massoglia questioned what the timeline was for this work to be completed and the wells to be back online. Mr. Grode indicated he has a general timeline with the DNR and contractors, and it was his hope the wells could be operational in the next 6-12 months.

Councilmember Massoglia inquired if there were any off-setting costs with this well interference plan. Mr. Grode explained the work being completed by Barr Engineering would have to be redone and updated.

Moved by Councilmember Massoglia, seconded by Councilmember Newland, to Authorize Mayor and City Manager to Enter into a Contract with Barr Engineering Co. in the amount of \$95,000 for the Wellfield Management Plan, Improvement Project No. 23-22.

Motion adopted unanimously.

- 7.11.** 2025-155 Motion to Receive and Approve the 2024 Pay Equity Report
Sponsors: Scott Johnson, Director of Administrative Services

- 7.12.** RES 25-104 Resolution Authorizing the 3M Open Security Plan, including Proposed Temporary Road Closures
Sponsors: Brian Podany, Safety Services Manager/Police Chief

- 7.13.** 2025-158 Motion to Approve New Vending Truck License for Frozen Fiesta
Sponsors: Cathy Sorensen, City Clerk

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

- 8.1.** RES 25-108 Resolution Adopting Assessment for 2024 Northwest Area Street Reconstructions, Improvement Project No. T2405
Sponsors: Daniel Schluender, Director of Engineering

Director of Engineering Schluender stated 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. 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.

Mayor Sanders opened the public hearing at 7:24PM.

There being no public input, Mayor Sanders closed the public hearing at 7:24PM.

Moved by Councilmember Robertson, seconded by Councilmember Ford, to adopt a Resolution Adopting Assessments for 2024 Northwest Area Street Reconstructions, Improvement Project No. T2405.

Motion adopted unanimously.

9. Development Business

- 9.1. RES 25-95** Resolution Denying a Conditional Use Permit Amendment to Allow Detached Accessory Buildings (Including Sheds) up to 120 Square Feet in the Development Flex (DF) Zoning District at The Lakes of Radisson Additions 3, 4, 11, 12, 13, 15, 16, 18, 19, 21, 22, 23, 27, 28, 33 and CIC No.168 Lakes of Radisson 5th Addition. Lakes of Radisson Board of Directors (Lakes of Radisson Master Association) (Case File No. 23-0073/SLK)
Sponsors: Sheila Sellman, Assistant Community Development Director

Assistant Community Development Director Sellman stated the planning commission held a public hearing at the June 10, 2025, meeting where a request for a conditional use permit (CUP) amendment to allow sheds of up to 120 square feet in 11 additions in the Lakes Development was considered. Staff provided further background information and explained the planning commission recommended denial of the CUP amendment based on the thought the request was a homeowner's association matter.

Moved by Councilmember Robertson, seconded by Councilmember Larson, to adopt a Resolution Denying a Conditional Use Permit Amendment to Allow Detached Accessory Buildings (Including Sheds) up to 120 Square Feet in the Development Flex (DF) Zoning District at The Lakes of Radisson Additions 3, 4, 11, 12, 13, 15, 16, 18, 19, 21, 22, 23, 27, 28, 33 and CIC No.168 Lakes of Radisson 5th Addition.

Councilmember Robertson explained she appreciated all the comments she received and noted she watched the entire planning commission meeting. She indicated this was a difficult matter to navigate because she believed homeowners should be able to do what they want in their backyard. However, this request was complicated because there were a myriad of homeowners associations and sub-associations that oversee The Lakes development. She had the understanding there were some sheds that were already in place, which had to be addressed by the homeowners sub-associations. She indicated she did not want to see the city council getting involved in HOA matters. She believed the motion to deny was appropriate and was of the opinion that this issue should be reviewed and decided by The Lakes homeowners' association.

Councilmember Larson stated she agreed with Councilmember Robertson's comments. She indicated she lived within The Lakes and she understood her sub-association does not want this to go through. She discussed how there may be complications if one sub-association allows sheds and another does not because the bordering residents could have sheds on neighboring properties.

Councilmember Newland explained he agreed this was an issue the city should not get involved with. He recommended the master association and sub-associations address his matter on behalf of The Lakes.

Councilmember Fleming indicated this was an interesting problem and she did not believe the city should make a determination on this matter when people have purchased homes based on a certain set of agreements, which included no sheds. She recommended the

HOAs make a decision on this matter.

Councilmember Ford commented he agreed with the comments that have been shared.

Motion adopted unanimously.

- 9.2.** RES 25-102 Resolution Granting a Conditional Use Permit to Operate a 22,392 Square Foot Indoor Play Facility in a Community Commercial (B-2) Zoning District at 10985 Ulysses Street NE #200. Hyper Kidz Blaine (Case File No. 25-0017/EES)
Sponsors: Sheila Sellman, Assistant Community Development Director

Ms. Sellman stated the applicant is proposing an indoor play facility in the vacant portion of the former Best Buy store at 109th and Ulysses. The use is classified as amusement and recreation, which requires a CUP. It was noted the planning commission and staff recommends approval with standard conditions.

Moved by Councilmember Robertson, seconded by Councilmember Massoglia, to adopt a Resolution Granting a Conditional Use Permit to Operate a 22,392 Square Foot Indoor Play Facility in a Community Commercial (B-2) Zoning District at 10985 Ulysses Street NE #200.

Councilmember Robertson thanked the ownership group for considering Blaine and believed this would be a great amenity for the community.

Councilmember Massoglia agreed this would be a great fit for this space.

Motion adopted unanimously.

- 9.3.** RES 25-103 Resolution to Consider Waiving Park Dedication for an Existing Lot in the Proposed Uram Subdivision
Sponsors: Sheila Sellman, Assistant Community Development Director

Ms. Sellman stated the applicant is requesting a waiver to park dedication fees for one lot in the proposed two lot subdivision for the proposed Uram Subdivision. Staff commented further on the request and recommended approval.

Moved by Councilmember Massoglia, seconded by Councilmember Larson, to adopt a Resolution to Consider Waiving Park Dedication for an Existing Lot in the Proposed Uram Subdivision.

Councilmember Newland reported the splitting of this property requires park dedication fees to be paid and it was his understanding park dedication fees were not paid previously for this parcel. Ms. Sellman reported this was the case.

Councilmember Newland commented on how park dedication fees were utilized by the city to expand and enhance city parks. He stated if these fees were waived, the city would not have an adequate amount for parks going forward. In addition, he feared a precedent

would be set if the fees were waived. For this reason, he did not support the requested fee waiver. Ms. Sellman recalled the council approved a fee waiver for a redevelopment project but noted she did not recall the council ever approving a fee waiver for a subdivision.

Councilmember Newland asked if this fee waiver was a unique request. Ms. Sellman indicated this was a unique request as it was not part of a master redevelopment plan.

Councilmember Newland commented if this lot were not split, no dedication fee would be required. Ms. Sellman reported this was correct.

Councilmember Massoglia indicated he could support waiving the park dedication fees because this subdivision would lead to the redevelopment of these parcels.

Councilmember Robertson stated the city may have waived park dedication fees in the past and she understood this was a challenging lot, but noted she did not support this fee waiver request. She suggested the park dedication fee for Lot 1 be deferred until a building permit was requested for this lot, instead of being waived.

Councilmember Ford explained he did not object to waiving the park dedication fee.

Councilmember Larson indicated she support waiving the park dedication fee for the one lot because the parcel was already developed.

Councilmember Robertson stated if this fee waiver were passed, the council would have to waive future park dedication fees for similar subdivisions where one parcel is developed.

Councilmember Fleming inquired if the proposal would eventually redevelop the office space along with the new lot. Ms. Sellman explained she has not seen a proposal to date, but understood the existing office building would remain in place and a new development was being considered to the south.

Councilmember Fleming indicated she agreed with Councilmember Larson's comments and because one of the lots was already fully developed she could support the requested fee waiver.

Councilmember Ford asked if precedent could only be considered if situations were similar in nature. City Attorney Larson reported this was the case.

Councilmember Newland thanked the city attorney for the clarification and asked if precedent would be set if this fee waiver were approved. He stated it was his hope the city could be consistent when it comes to matters like this going forward. Mr. Larson clarified as a matter of law, the council's decision on this item would not bind the city to other park dedication waivers in full or part. He explained the council should appreciate that decisions made here could be used by other developers as a general precedent that would be looked to for future requests.

Councilmember Newland indicated he supported Councilmember Robertson's suggestion to waive the park dedication fee for Lot 1 until a building permit was pursued.

Councilmember Robertson stated she was suggesting the park dedication fee be waived to a future date when development occurs instead of denying the city these dollars or backing the council into a corner for future fee waiver requests.

Councilmember Larson recalled the council waived the park dedication fees for an industrial business that brought hundreds of jobs to the community and the parcel was difficult to develop. She indicated this was a unique request because the applicant has operated a business on one of the parcels for the past 30 years. She was of the opinion that every fee waiver request was a specific request and should be considered as such.

Motion adopted 5-2 (Councilmembers Robertson and Newland opposed).

- 9.4.** RES 25-101 Resolution Granting Final Plat Approval to Create Two Lots to be Known as Uram at 8634 Central Avenue NE. Scott Uram (Case File No. 25-0025/SAS)
Sponsors: Sheila Sellman, Assistant Community Development Director

Ms. Sellman stated the applicant is proposing a two lot subdivision; development is not proposed at this time.

Moved by Councilmember Massoglia, seconded by Councilmember Larson, to adopt a Resolution Granting Final Plat Approval to Create Two Lots to be Known as Uram at 8634 Central Avenue NE.

Motion adopted unanimously.

- 9.5.** ORD 25-2581 First Reading
Approving Ordinance Amendments to Section 33.10 Home Occupations. City of Blaine (Case File No. 25-0019/ACK)
Sponsors: Sheila Sellman, Assistant Community Development Director

Ms. Sellman stated this would be the first reading approving amendments to Section 33.10 Home Occupations.

Declared by Mayor Sanders that Ordinance No. 25-2581, "Approving Ordinance Amendments to Section 33.10 Home Occupations," be introduced and placed on file for second reading at the July 21, 2025 Council meeting.

- 9.6.** ORD 25-2582 First Reading
Approving Ordinance Amendments to Section 34.04 Prohibited Signs and Section 34.13 Administrative Permit. City of Blaine (Case File No. 25-0020/ACK)
Sponsors: Sheila Sellman, Assistant Community Development Director

Ms. Sellman stated this was the first reading approving ordinance amendments to Section

Declared by Mayor Sanders that Ordinance No. 25-2582, "Approving Ordinance Amendments to Section 34.04 Prohibited Signs and Section 34.13 Administrative Permit," be introduced and placed on file for second reading at the July 21, 2025 Council meeting.

9.7. ORD 25-2578 Second Reading

Approving Ordinance Amendments to the City of Blaine Zoning Ordinance Related to Regulations for Cannabis. City of Blaine (Case File No. 25-0021/SLK)

Sponsors: Sheila Sellman, Assistant Community Development Director

Ms. Sellman stated the proposed ordinance amendment adds cannabis/hemp manufacturing and cultivation regulations to two industrial zoning districts (I-2 and I-2A). In addition, standards for cannabis/hemp cultivation have been proposed for the I-2A zoning district. Staff commented further on the proposed ordinance amendments and explained the planning commission recommends approval.

Moved by Councilmember Newland, seconded by Councilmember Massoglia, to adopt the Second Reading of Ordinance No. 25-2578 Amending City of Blaine Zoning Ordinance Related to Regulations for Cannabis.

Councilmember Larson reported the council has to approve this ordinance amendment because of a state requirement. She indicated she strongly disagreed with the state for requiring the city to have cannabis businesses in general, including the manufacturing and cultivation of cannabis products in the community.

Councilmember Newland explained he agreed with Councilmember Larson's comments, noting the state was strong-arming cities on this matter.

Councilmember Robertson indicated the field goal posts keep moving when it comes to cannabis regulations. She understood this was very frustrating and thanked staff for staying on top of this topic.

Councilmember Ford stated regardless of these frustrations, he believed someone had the right to operate a cannabis business if done so legally.

Councilmember Robertson commented she understood an individual had the right to open a legally operating business, but noted her frustration was with how the state has been wavering when it came to cannabis regulations.

Councilmember Larson indicated she was also frustrated by the fact the state had put minimums in place for cannabis businesses (one for every 12,500 residents) when this was not done for any other type of business in the community. She was of the opinion the regulations from the state were an overreach, especially when it came to the manufacturing and cultivation of cannabis products in the community.

Motion adopted unanimously.

10. Administration

- 10.1.** 2025-156 Motion to Enter into a Joint Project with the City of Circle Pines for the Woodland Road Mill and Overlay Project, Improvement Project 25-25
Sponsors: Daniel Schluender, Director of Engineering

Mr. Schluender stated the proposed joint project will allow the portion of Woodland Road from CSAH 17 (Lexington Avenue NE) to the eastern city limits, which lies within the City of Blaine and Circle Pines, to be rehabilitated as a part of the City of Circle Pines 2025 Mill and Overlay project. The City of Blaine's estimated share, based on the portion of Woodland Road that falls within the city limits, is estimated at \$57,240.

Moved by Councilmember Newland, seconded by Councilmember Larson, to enter into a joint project with the City of Circle Pines for the Woodland Road Mill and Overlay Project, Improvement Project 25-25.

Councilmember Newland asked when this project would have been completed, if it had not been brought forward by Circle Pines. Mr. Schluender explained this project was not identified in the city's five-year plan. He anticipated this project would not move forward if the city of Blaine did not participate.

Councilmember Newland inquired if the city was being asked to pay for half the project costs. Mr. Schluender indicated the city was being asked to pay less than half the cost as Blaine would not be paying for any administration costs.

Motion adopted unanimously.

- 10.2.** RES 25-99 Resolution Accepting a Bid from GMH Asphalt Corporation in the Amount of \$1,724,940.82 for the 2025 Street Rehabilitation Project, Improvement Project No. T2505.
Sponsors: Daniel Schluender, Director of Engineering

Mr. Schluender stated the city council approved plans and specifications and ordered advertisement for bids for the 2025 Street Rehabilitations project on June 2, 2025 with Resolution 25-85. Staff noted the streets that would be rehabilitated within the four project areas. Bids were received electronically at 10:00 AM on July 1, 2025 for Project No. 25-05. A total of seven bids were received ranging from \$1,724,940.82 to \$2,281,788.20. The three lowest bidders and engineer's estimate were reviewed. It was noted bids have been checked and tabulated, and it has been determined that GMH Asphalt Corporation of Chaska, Minnesota is the lowest bidder. The engineering department has worked with GMH Asphalt Corporation on previous contracts and recommends that the low bid be accepted, and a contract entered into with GMH Asphalt Corporation. City council is also asked to approve a 10% contingency to bring the total project budget to \$1,897,434.90. The funding sources for

this project are the pavement management funds, public utility funds, special assessments, and municipal state aid funds. There are sufficient funds budgeted to cover these costs.

Moved by Councilmember Newland, seconded by Councilmember Robertson, to adopt a Resolution Accepting a Bid from GMH Asphalt Corporation in the Amount of \$1,724,940.82 for the 2025 Street Rehabilitation Project, Improvement Project No. T2505.

Councilmember Massoglia stated he was pleased to see the city had \$1.7 million in state aid for this project.

Motion adopted unanimously.

10.3. RES 25-111 Resolution Authorizing Interfund Transfers, Fund Closures, and Budget Amendments Retroactive to Fiscal Year 2024
Sponsors: Jason Zimmerman, Finance Director

Finance Director Zimmerman stated council is asked to approve the interfund transfers, fund closures, and associated budget amendments as outlined in the accompanying resolution. Staff provided further information on the proposed transfers and amendments and recommended approval.

Moved by Councilmember Newland, seconded by Councilmember Robertson, to adopt a Resolution Authorizing Interfund Transfers, Fund Closures, and Budget Amendments Retroactive to Fiscal Year 2024.

Councilmember Massoglia explained he appreciated the approach the city was taking to ensure funds were not in a deficit and that debt was being paid off early. He asked if staff had a number on the excess that was in the general fund. Mr. Zimmerman reported the city was going through its audit at this time and at the August 11 meeting staff would be bringing forward the preliminary budget and tax levy for 2026 and a component of this would include the residual reserves that remain in the general fund.

Motion adopted unanimously.

11. Other Business

Moved by Councilmember Massoglia, seconded by Councilmember Robertson, to suspend the rules to discuss including credit card statements and employee reimbursements on the Schedule of Bills Paid.

Motion adopted 6-1 (Councilmember Newland opposed).

Moved by Councilmember Massoglia, seconded by Councilmember Larson, to direct staff to include credit card statements and employee reimbursements on the Schedule of Bills Paid on a quarterly basis for transparency purposes.

Councilmember Robertson supported the motion for transparency purposes but not for the

regular removal of items for further discussion at council meetings.

Councilmember Newland felt this was a slippery slope. He did not believe the council needed to have this level of detail and felt it was already included in the current bills paid. He reported he would not be supporting this motion.

Councilmember Larson asked how much extra staff time would be spent to generate this information. Mr. Zimmerman stated a written summary could be created by staff for employee reimbursements and credit card expenditures.

Mayor Sanders suggested the data be provided to the council at the department level versus for individual staff members.

Councilmember Massoglia supported this recommendation, noting the council could always follow up if there were questions regarding travel expenditures or other reimbursements.

Councilmember Robertson recommended some level of context be provided for the expenditures. Interim City Manager/Community Development Director Thorvig stated staff was working to be more detailed on the Schedule of Bills Paid.

Motion adopted 5-2 (Councilmembers Ford and Newland opposed).

12. Adjournment

Moved by Councilmember Robertson, seconded by Councilmember Larson, to adjourn the meeting at 8:38PM.

Motion adopted unanimously.



City of Blaine Staff Report

File Number: 2025-169

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

Approval of Consent Agenda: -

Agenda Item # 7.3

Motion to Approve a Temporary On-Sale Intoxicating Liquor License for St. Timothy's Annual Carnival, 707 89th Avenue NE

Executive Summary

Council is being asked to approve a temporary on-sale intoxicating liquor license for the Church of St. Timothy's annual carnival.

Background

Cathleen Sullivan, applicant for Church of St. Timothy has submitted a special event application to hold a two-day carnival at the church on September 5 and 6, 2025. The event will run until 10PM both nights and will include music, food and alcohol service, which requires approval of the requested temporary liquor license. The applicant has deposited the \$50 license fee and liquor liability insurance certificate for this event, naming the City as additional insured. Approximately 2,500 people are expected to attend this event.

Strategic Plan Relationship

Special event related licensing relates most closely with the effective communication strategic priority as it allows the city to foster communication and engagement with local civic groups and provides opportunities for the public to gather.

Board/Commission Review

N/A

Financial Impact

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

Public Outreach/Input

No public notice is required for this license type.

Staff Recommendation

By motion, approve a temporary on-sale intoxicating liquor license for the Church of St. Timothy, 707 89th Avenue NE for September 5 and 6, 2025.

Attachment List

None



City of Blaine Staff Report

File Number: 2025-170

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

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

Agenda Item # 7.4

Motion to Authorize Temporary Removal of Parking Restrictions on 91st Avenue, 92nd Avenue, 92nd Lane and Baltimore Street to Accommodate Lettermen Sports Tent Sales on July 28, 2025 through August 3, 2025

Executive Summary

Staff recommends authorization for temporary parking on 91st Avenue, 92nd Avenue, 92nd Lane and the west side of Baltimore Street.

Background

The City of Blaine received a request on July 14, from Amy Schumacher, representing Lettermen Sports, requesting the temporary removal of parking restrictions on 91st Avenue, 92nd Avenue, 92nd Lane and the west side of Baltimore Street in order to allow parking on those streets July 28, 2025 - August 3, 2025. Lettermen Sports is hosting their annual Tent Sale during that timeframe and expect a need for additional parking to accommodate their customers.

City Council authorization is required for the temporary lifting of parking restrictions. City Council has previously authorized similar temporary lifting of parking restrictions for Lettermen Sports 2012 - 2024 Tent Sales.

Strategic Plan Relationship

Not applicable.

Board/Commission Review

Not applicable.

Financial Impact

Not applicable.

Public Outreach/Input

Not applicable.

Staff Recommendation

By motion, authorize the temporary removal of parking restrictions on both sides of 92nd Avenue cul-de-sac east of Baltimore Street, 91st Avenue and 92nd Lane between Baltimore and Davenport Streets, and the west side of Baltimore Street between 91st Avenue and 92nd Lane, from 10:00 AM to 9:00 PM, July 28, 2025 - August 3, 2025.

Attachment List

1. Lettermen Sports Parking Map



Temporary Removal of No Parking Restrictions Letterman Sports Tent Sale





City of Blaine

Staff Report

File Number: RES 25-118

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

Approval of Consent Agenda: - Brian Podany, Safety Services Manager/Police Chief

Agenda Item # 7.5

Resolution to Approve Replacement of Police Department CSO Truck 5335 (Chevrolet Silverado 1500)

Executive Summary

In 2022, the Police Department submitted a capital expenditure proposal to purchase and equip a CSO truck (5335) to maintain our CSO vehicle fleet. The vehicle was purchased, received, equipped, and put into service in late 2023. On June 5, 2024, a vehicle pulled out directly in front of the CSO truck, causing an unavoidable collision. The CSO truck was a total loss. Staff is seeking authorization to replace the vehicle with an anticipated cost of approximately \$54,000, including the installation of emergency equipment. Insurance reimbursement from the mentioned accident and salvage earnings from the vehicle back to the city were \$54,202.

Background

To allow us to provide the best service to our citizens, the CSO fleet is authorized for 4 total vehicles. When this accident occurred, it removed 25% of the CSO fleet from service. Without an adequate number of vehicles, the ability of the CSO's to effectively and efficiently complete their job duties is negatively affected. The loss of this vehicle has forced CSO's to, at times, ride two officers to a vehicle and has placed additional stress on the rest of the CSO fleet, driving up miles faster than anticipated, due to constant use of the same vehicle. The timeline for receiving fleet vehicles upon order is often delayed significantly, (such as in this case) and the vehicle is now immediately available to begin the replacement process.

After the crash of unit 5335, all the parts and equipment were able to be salvaged (light bar, topper, lights, computer mounts, etc) and were removed from the damaged vehicle and saved for installation in a replacement vehicle.

Strategic Plan Relationship

The vehicle acquisition aligns with the City's strategic plan goal #3, Infrastructure Management, having sustainable capital assets and replacing them on schedule.

Board/Commission Review

None

Financial Impact

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

- Vehicle cost from the dealership: \$43,713
- Installation costs of salvaged police equipment from damaged vehicle (Labor, parts, decals, etc): \$5,500
- Assorted equipment needing to be purchased: \$4,500
- Total estimated cost replacement of vehicle: \$54,000

Public Outreach/Input

None

Staff Recommendation

By motion, approve the resolution to replace CSO Truck 5335 (Chevrolet Silverado 1500).

Attachment List

None



City of Blaine Staff Report

File Number: RES 25-110

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

7:00 PM - Public Hearing and Items Published for a Certain Time - Daniel Schluender, Director of Engineering

Agenda Item # 8.1

Resolution Adopting Assessment for Sanburnol Drive/85th Avenue Improvements, Improvement Project No. 23-14

Executive Summary

Improvement Project No. 23-14 was ordered by the City Council on December 4, 2023 with Resolution 23-194. This was a joint project between the City of Spring Lake Park and the City of Blaine. The City did concur with the City of Spring Lake Park in accepting a bid and entering into a construction contract with North Valley, Inc. by the City Council on March 18, 2024 with Resolution No. 24-29 and construction was completed in the summer of 2024.

Background

Improvement Project No. 23-14 included the following project areas:

- Sanburnol Drive NE/85th Avenue NE from University Avenue Frontage Road to Monroe Street
- University Avenue Frontage Road from Sanburnol Drive to Northtown Mall ring road
- Elm Drive NE (Spring Lake Park)
- 83rd Avenue NE (Spring Lake Park)

The total cost for the City of Blaine portion of the project is as follows:

Construction Costs:	\$637,641.81
Engineering Costs:	\$19,104.12
Interest:	\$9,156.42
Administration, Assessing,	\$18,387.67
Other:	
TOTAL:	\$684,290.02

The total project cost indicated in the Feasibility Report was \$1,171,600. The estimated cost split indicated in the Feasibility Report was \$446,575 for the City of Blaine and \$722,025 for the City of Spring Lake Park. The Assessment Roll has been prepared consistent with the Feasibility Report. Of the total cost, the amount to be assessed is \$82,937.05. The City's Pavement Management Program funds will contribute \$257,109.53 and the City's Municipal State Aid Funds will contribute \$344,243.44.

Strategic Plan Relationship

The Sanburnol Drive/85th Avenue Improvement 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 Sanburnol Drive (85th Avenue) reconstruction project (23-14) from Elm Drive NE to University Service Drive was authorized as part of the 2023-2027 Capital Improvement Program (CIP), which was adopted via resolution 22-183 at the November 21, 2022, City Council Meeting. Funding was to be provided by bond proceeds to be repaid for by the general property tax levy and assessments, as well as Municipal State Aid System funds. On March 18, 2024, the Blaine City Council concurred with the City of Spring Lake Park to accept the construction contract bid from North Valley, Inc. for this project. After awarding the bid, staff worked together to revise estimated funding sources for the issuance of 2024B series bonds, which were sold on September 16, 2024, and were used to finance the project, excluding Municipal State Aid funds. Actual costs as outlined in the table below are presented at \$684,290, which is \$14,290 or 2.1% more than the amount anticipated at the time of bonding.

When a city issues debt, funds are typically placed in a capital project fund and then spent on the acquisition of asset(s). 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 if there are remaining bond proceeds in the capital projects fund, these funds are transferred to the debt service fund. The rationale for this action is that 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 5 years to repay the associated portion of series 2024B bonds.

Funding Source	Appropriated Amount 2023 & 2024 CIP	Revised Staff Estimates (9/4/2024)	Authorized Bonding (9/16/2024)	Actual Costs (7/14/2025)
Property Tax Levy Debt	\$191,000	\$362,063	\$362,063	\$257,110
Special Assessment Debt	\$224,000	\$82,937	\$82,937	\$82,937
State Aid Municipal Funds	\$255,000	\$225,000	\$225,000	\$344,243

TOTAL	\$670,000	\$670,000	\$670,000	\$684,290
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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

1. Location Map
2. Proposed Final Assessment Roll



City of Blaine

Signature Copy

Resolution: RES 25-110

Resolution Adopting Assessment for Sanburnol Drive/85th Avenue Improvements, Improvement Project No. 23-14

WHEREAS, a contract was entered into for bituminous pavement replacement, minor spot curb replacement, minor spot sidewalk replacement, pedestrian curb ramp ADA upgrades, and the addition of catch basin storm sewer structures and pipe and appurtenant construction in the following described areas:

- Sanburnol Drive NE/85TH Avenue NE (last paved in 1997) from University Avenue Frontage Road to Monroe Street
- University Avenue Frontage Road from Sanburnol Drive to Northtown Mall ring road
- Elm Drive NE (Spring Lake Park)
- 83rd Avenue NE (Spring Lake Park)

AND WHEREAS, the City of Blaine portion of construction costs for such improvement is \$637,641.81 and the expenses incurred in the making of said improvements amounts to be \$46,648.21, making the total cost \$684,290.02.

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

1. The proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the improvement in the amount of the assessment levied against it.
2. The owner of any property so assessed may within thirty (30) days of the adoption of this resolution pay the whole of the assessment with no interest to the City's Special Assessment Clerk or make partial prepayment in the amount of at least ten percent (10%) of the total assessment to the City's Special Assessment Clerk with no interest. Any remaining assessment will be payable according to this resolution.
3. Assessments shall be payable in annual installments extending over five (5) years. The first of the installments to be payable on or before the first Monday in January, 2026. Installments shall bear interest at the rate of five and twenty-five hundredths of a percent (5.25%) per annum from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2025. To each subsequent installment when due shall be added interest for one (1) year on all unpaid installments.
4. The owner of any property so assessed may, at any time prior to certification of the assessment to the

county Auditor, as herein provided, pay the whole of the assessment against any parcel with interest accrued to the date of payment to the City's Special Assessment Clerk, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this resolution; and they may at any time thereafter prior to November 15 pay to the City's Special Assessment Clerk the entire amount of the assessment remaining unpaid with the interest accrued to December 31st of the year in which such payment is made.

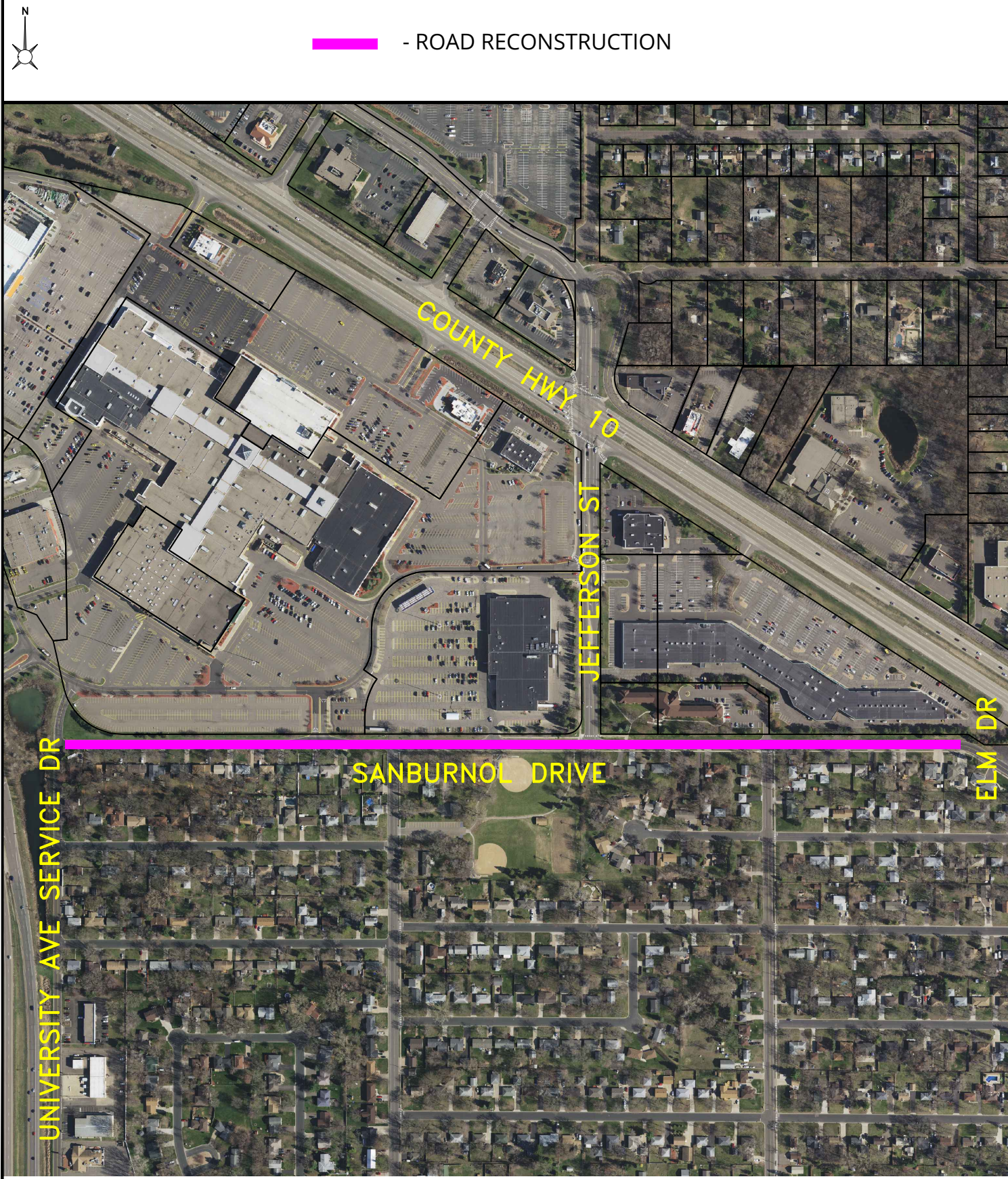
5. The owner of any property so assessed may at any time thereafter pay to the City's Special Assessment Clerk the remaining principal after payment of the current installment prior to November 15 of any year with no further interest charged on the remaining principal.

6. The City Manager shall forthwith transmit a certified duplicate copy of this assessment to the County Auditor to be extended on the property tax lists of the County and such assessments shall be collected and paid in the same manner as other municipal taxes.

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

SANBURNOL DRIVE RECONSTRUCTION PROJECT

LOCATION MAP



PROJECT 23-14
SANBURNOL DRIVE/85TH AVENUE IMPROVEMENTS PROJECT
CITY OF BLAINE
EXHIBIT NO. 2 - COMMERICAL, INDUSTRIAL, HIGH DENSITY RESIDENTIAL PROPERTY
PROPOSED ASSESSMENT ROLL

ASSESSMENT RATE FOR BITUMINOUS REPLACEMENT IS \$29.75 PER FRONT FOOT AS ESTABLISHED IN THE CITY OF BLAINE ASSESSMENT POLICY

PROPERTY PIN	PROPERTY OWNER	PROPERTY ADDRESS	ASSESSABLE FRONT FOOTAGE		ASSESSMENT RATE PER FRONT FOOT	PROPOSED ASSESSMENT
31-31-23-34-0003	SUPER VALU STORES INC	585 NORTHTOWN DR NE	609.9	*	\$29.75	\$18,144.53
31-31-23-33-0016	NORTHTOWN MALL TERRITORIES LLC	NOT ADDRESSED	517.4	*	\$29.75	\$15,392.65
31-31-23-34-0017	NORTHTOWN MALL TERRITORIES LLC	NOT ADDRESSED	333.2		\$29.75	\$9,912.70
31-31-23-34-0015	NORTHTOWN MALL TERRITORIES LLC	100 NORTHTOWN DRIVE NE	60.0		\$29.75	\$1,785.00
31-31-23-34-0016	NORTHTOWN MALL TERRITORIES LLC	NOT ADDRESSED	130.0		\$29.75	\$3,867.50
31-31-23-43-0047	HIAWATHA LAKE PARTNERS II LLC	701 85TH AVE NE	389.9		\$29.75	\$11,599.53
31-31-23-43-0048	HIAWATHA LAKE PARTNERS II LLC	701 85TH AVE NE	50.0	*	\$29.75	\$1,487.50
31-31-23-43-0049	KRAUS-ANDERSON INC	716 COUNTY ROAD 10 NE	697.4		\$29.75	\$20,747.65
TOTALS:			2787.8			\$82,937.05

NOTES:

*150 FOOT CORNER LOT CREDIT APPLIED TO ASSESSABLE FRONT FOOTAGE



City of Blaine Staff Report

File Number: RES 25-98

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

Development Business - Sheila Sellman, Assistant Community Development Director

Agenda Item # 9.1

Resolution Granting Preliminary Plat Approval to Create Four Lots and Two Outlots to be Known as Lexington Crossing Second Addition at the Southwest Corner of Lexington Avenue and 125th Avenue NE. HJ Development LLP. (Case File No. 25-0029/SAS)

Executive Summary

The proposed plat creates four lots and two outlots for future commercial development at the southwest corner of Main and Lexington Avenue.

Background

Planning Commission Public Hearing	07/08/25
City Council (Preliminary Plat)	07/21/25
City Council (Final Plat)	TBD
Action Deadline	08/10/25

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 Town Commercial (B-5).

Land Use Designation

The land use designation is Planned Commercial (PC).

Surrounding Zoning and Land Uses

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

Existing Conditions

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

History

A preliminary plat was approved in 2025, creating two outlots and right-of-way for the Zest Street extension. The proposed plat is subdividing Outlot B of that plat.

Plat

Four lots and two outlots are proposed. The lots are broken down as follows:

- Lot 1, Block 1: 1.7 Acres
- Lot 1, Block 2: 7.8 Acres
- Lot 1, Block 3: 2.6 Acres
- Lot 2, Block 3: 0.97 Acres
- Outlot A: 10.46 Acres
- Outlot B: 1.06 Acres

The B-5 district does not have minimum lot size requirements.

Lot 1 Block 3 is planned for a multi-tenant commercial building with a coffee shop and drive-thru, the Conditional Use Permit (CUP) has been applied for. The remaining lots do not have development proposed at this time.

Setbacks

The B-5 setbacks will apply and will be reviewed with CUP applications and/or building permits.

Building

- Front yard: 50 feet or 1/2 of the total building height, whichever is greater
- Side yard: 15 feet or 1/2 of the total building height, whichever is greater
- Rear yard: 20 feet or 1/2 of the total building height, whichever is greater

Parking

- Front yard: 30 feet
- Side yard: 15 feet
- Rear yard: 20 feet

Landscaping

Landscaping will be reviewed with the CUP application and/or at the time of building permit.

Tree Preservation

The tree removal plan reflects tree removal for the entire site, including property west of Zest Street, which will be retained by the City. According to the plan, 14 acres of trees will be removed. The city's tree replacement is 8 trees per acre, therefore requiring 112 trees. This can be accomplished through landscape plans for each lot. Further determination of replacement for this subdivision will be reviewed with the final plat, breaking down what is required for the development and for the City.

Park Dedication

Park dedication is required for the development of 4 new lots, based on a rate of \$7,825 per acre. This results in a total park dedication fee of \$31,300, if paid in 2025. The fee must be paid prior to the issuance of a building permit and will be calculated using the per-acre rate in effect at the time payment is received by the City.

Engineering Analysis

Grading/Storm Drainage

The developer is proposing to grade the entire site as shown on the 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.

Utilities

The developer will be responsible for trunk sanitary sewer area charges. These charges become due with platting for upland acreage. The 2025 rate for Sanitary Sewer District 7 is \$8,760 per upland acre and will be applied to the acreage platted. This phase is proposing to develop 13 acres of upland for a total sewer area charge of \$113,880.

The developer will be responsible for the deferred assessment of outlot B of the Lexington Crossing 1st Addition. The 2025 amount is \$46,438.14.

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.

Utilities will be extended to the edge of the plat for future connection to adjacent parcels.

Utilities will be brought to the north side of 125th Avenue NE at the Zest Street alignment.

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

Developer shall explore water sources 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 an easement.

The developer will need to submit the project to Rice Creek Watershed District (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 property owners at the time of lot closing. Developer is responsible for following through with FEMA (as necessary) to receive final documents, to provide those documents to the property owners, and to record these on the certificate of title for each parcel in the development.

Access/Street Design/Sidewalks/Trails

A traffic study shall be provided as specified with both City of Blaine and Anoka County requirements. The developer will be required to construct all mitigation measures outlined in the study and provide the necessary right of way.

The development is proposing to gain/provide access from a connection to 125th Avenue NE and Lexington Avenue NE. As these are both county roads, the developer will need to construct any improvements as outlined in the development review of Anoka County's plat review comments.

Zest Street NE shall be constructed as a collector roadway 34-feet back of curb to back of curb and will be required to meet MN state aid standards. All other local roads shall be constructed to 29-feet back of curb to back of curb and will extend to the edge of the plat for future connection with adjacent parcels.

Zest Street will be required to be constructed with a six-foot concrete sidewalk and a 8-foot bituminous trail. All other local streets will require a six-foot concrete sidewalk to be constructed on one side. Locations are to be determined in the plan review process.

As part of the street design, the development will be required to provide streetlights installed in the manner, location and type prescribed by the City Engineer. The developer shall pay the costs of all the street lighting installations. The City agrees to pay the cost of maintaining the portion of the lights that are installed that reflect the normal and typical lighting requirements of the City.

All landscaping will need to be contained on the platted lots and not in the street right-of-way.

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.

All local public streets require dedication of 60-feet of right-of-way and Zest Street will require an 80-foot right-of-way with additional dedication to create proper intersection lane geometries.

Attachment List:

Zoning and Location Map

Preliminary Plat

Unapproved Planning Commission Minutes 7/8/25

Strategic Plan Relationship

The subject site is part of the economic development strategic priority. The implementation of Lexington Crossing is a strategic initiative.

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.
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 070825



City of Blaine

Signature Copy

Resolution: RES 25-98

Resolution Granting Preliminary Plat Approval to Create Four Lots and Two Outlots to be Known as Lexington Crossing Second Addition at the Southwest Corner of Lexington Avenue and 125th Avenue NE. HJ Development LLP. (Case File No. 25-0029/SAS)

WHEREAS, an application has been filed by HJ Development, Case File No. 25-0029 for a preliminary plat known as Lexington Crossing Second Addition; and

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

Outlot B, LEXINGTON CROSSING, Anoka County, Minnesota

WHEREAS, the Blaine Planning Commission has reviewed said case file on July 8, 2025; and

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

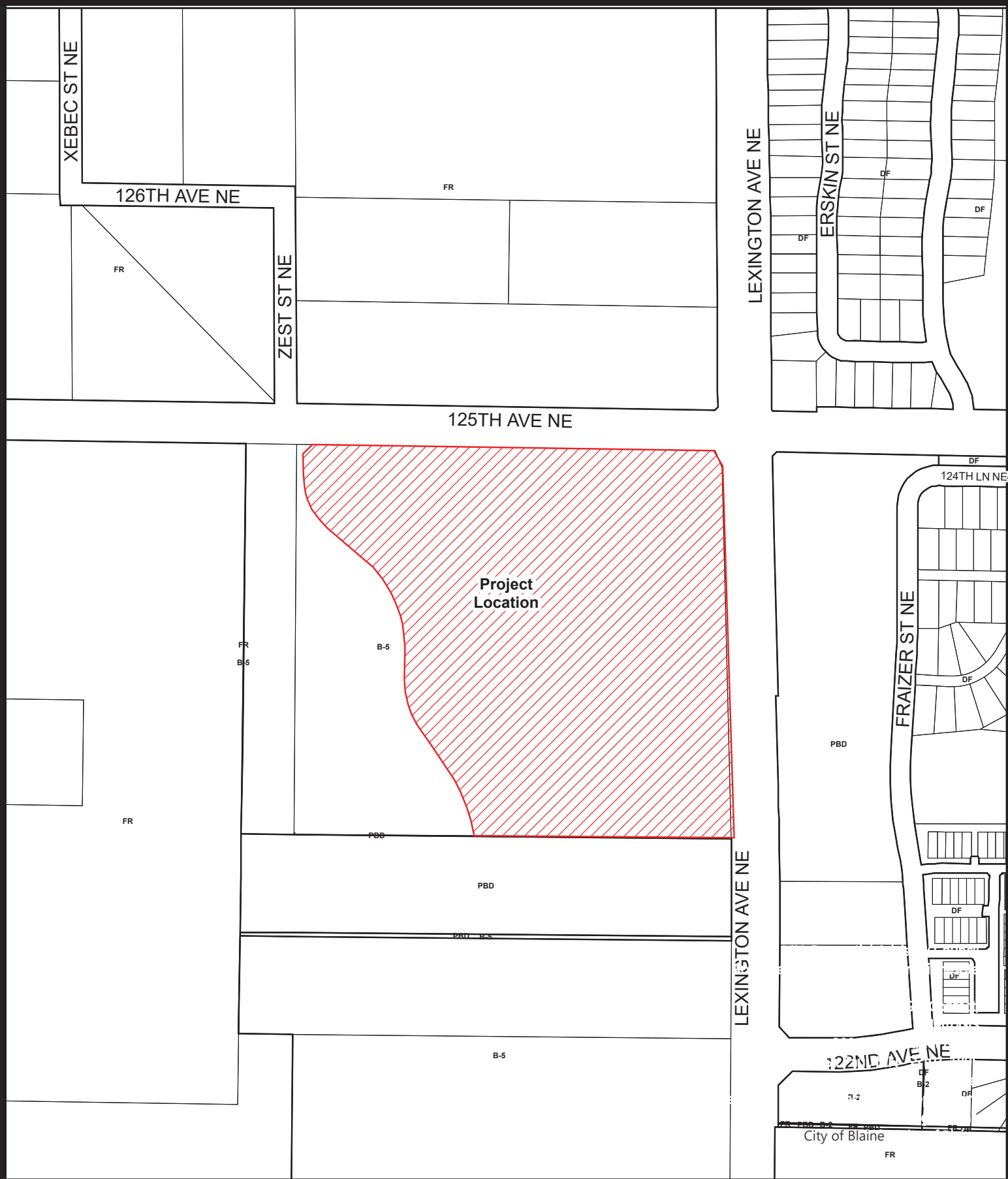
WHEREAS, the Blaine Planning Commission held a public hearing on July 8, 2025, and recommend approval regarding said plat with conditions; and

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

1. Park dedication is required for the development of 4 new lots, based on a rate of \$7,825 per acre. This results in a total park dedication fee of \$31,300, if paid in 2025. The fee must be paid prior to the issuance of a building permit and will be calculated using the per-acre rate in effect at the time payment is received by the City.
2. One hundred and twelve (112) replacement trees for the lots that were preliminary platted (14 disturbed acres) is required. Further determination of replacement for this subdivision will be reviewed with final plat, breaking down what is required for the development and for the City.
3. The developer will be responsible for Trunk Sanitary Sewer area charges. These charges become due with platting for upland acreage. The 2025 rate for Sanitary Sewer District 7 is \$8,760 per upland acre and will be applied to the acreage platted. This phase is proposing to develop 13 acres of upland for a total sewer area charge of \$113,880.
4. The developer is responsible for submitting a traffic study and constructing all mitigation measures outlined in the study.
5. The developer will be responsible for the deferred assessment for outlot B of Lexington Crossings 1st addition. The 2025 amount is \$46,438.14.
6. All development signage by separate review.

7. Final plat is required within one year of approval.
8. Execution and recording of a development agreement, which sets forth in greater detail the plat conditions as well as other responsibilities for the development of this plat.
9. Site plan approval is required as part of the building permit application. All site improvements to be included in the Site Improvement Performance Agreement and covered by an acceptable financial guarantee.

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



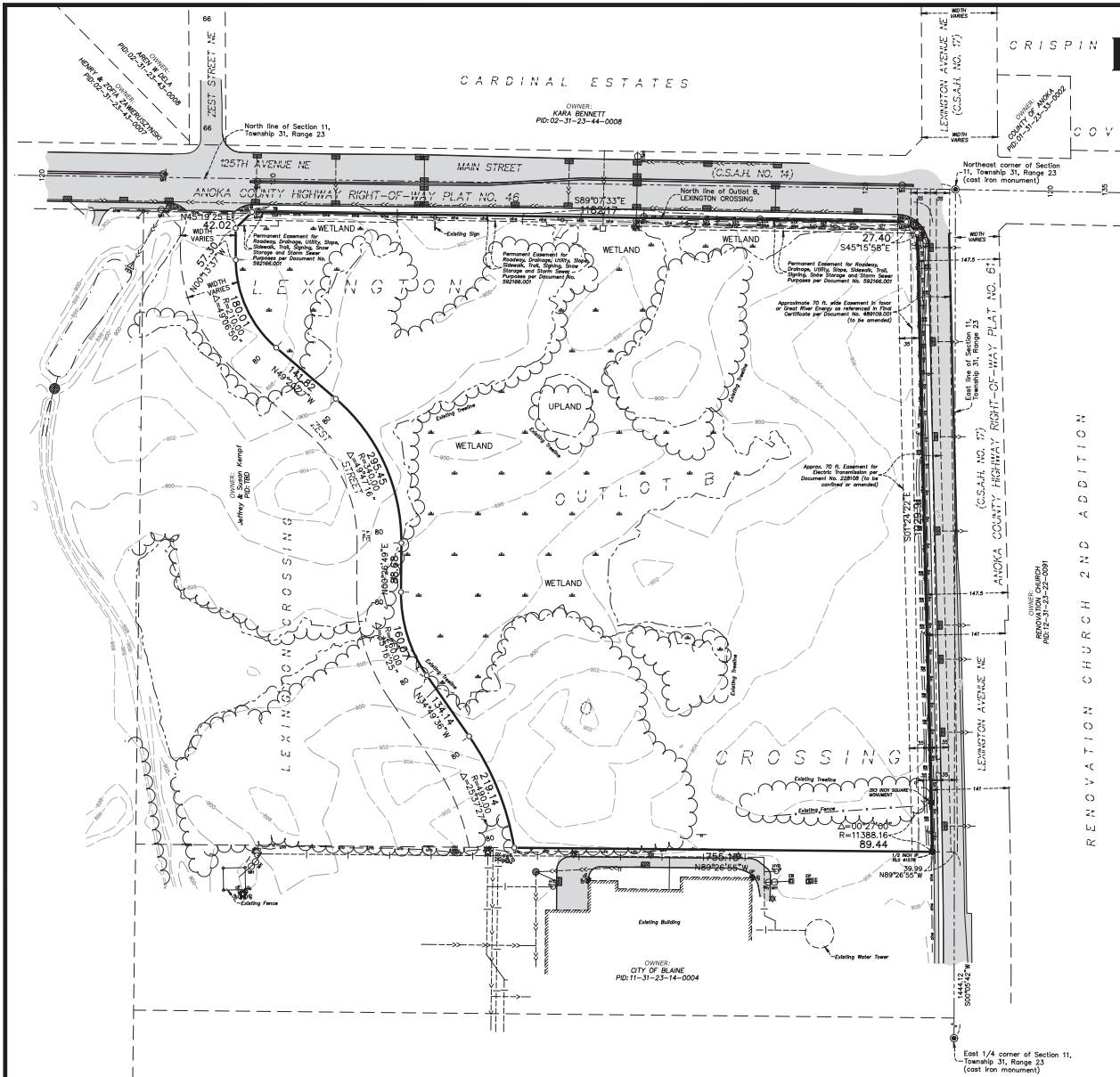
BlaineMN.gov

Case File No. 25-0029 Lexington Crossing Second Addition

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



LEXINGTON CROSSING SECOND ADDITION



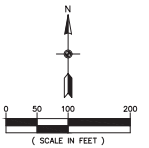
PROPOSED PARCEL DESCRIPTION:
Outlot B, LEXINGTON CROSSING, Anoka County, Minnesota

GENERAL NOTES:

- Bearings shown are based on the North line of proposed Outlot B, LEXINGTON CROSSING, Anoka County, Minnesota, which is assumed to bear S89°07'33"E.
- Easements to be confirmed/amended/released as part of the preliminary plat of LEXINGTON CROSSING:
 - Easement in favor of United Power Association filed as Document No. 228108.
 - Easement in favor of Great River Energy as referenced in Final Certificate filed as Document No. 489108.001.

LEGEND

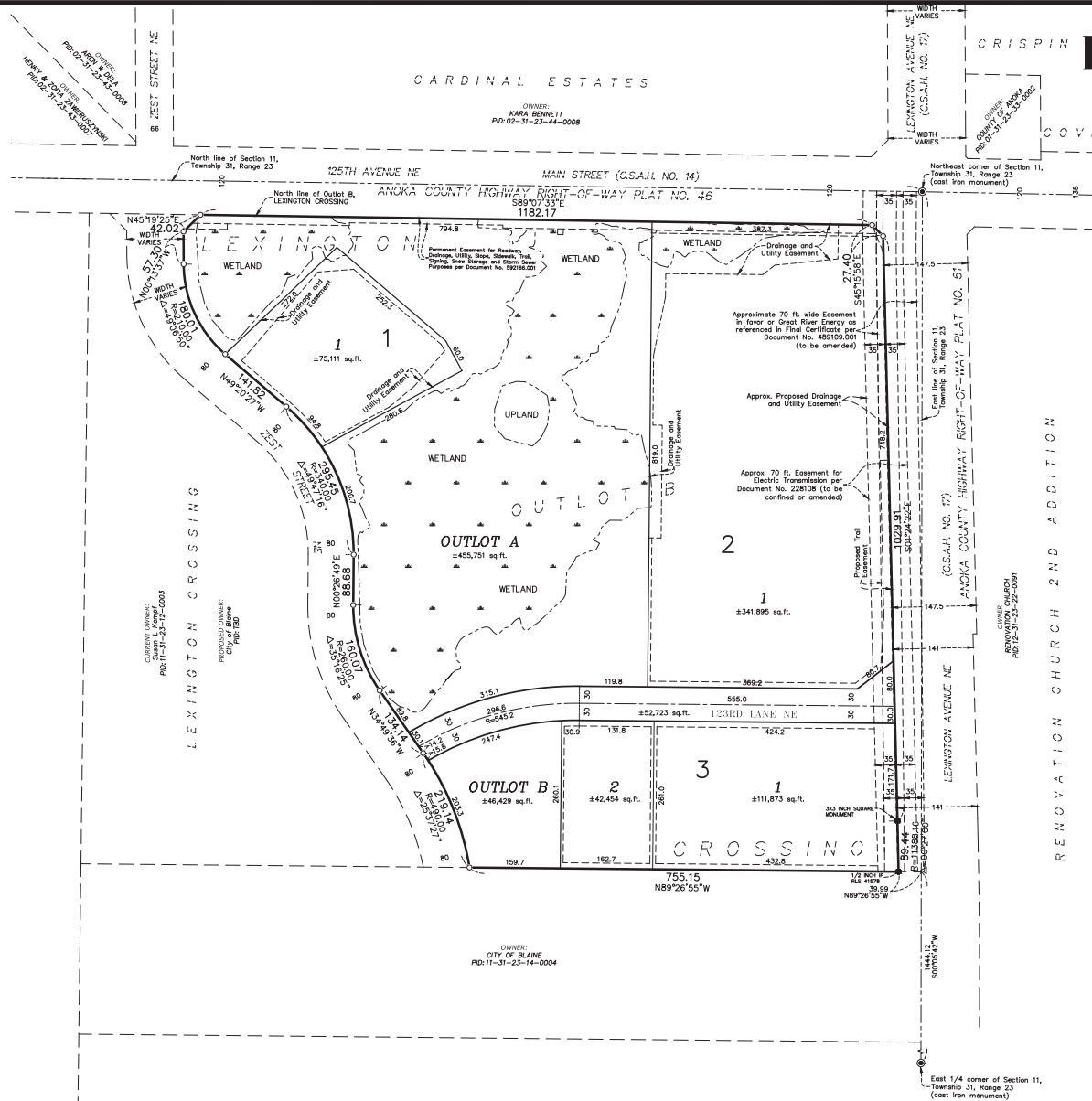
- Denotes Anoka County Section Monument, as noted
- Denotes Found Iron Monument, as noted
- Denotes 5/8 inch by 14 inch rebar, set or to be set as part of the preliminary plat of LEXINGTON CROSSING, marked with RLS 40381
- Denotes Light Pole
- Denotes Semaphore
- Denotes Miscellaneous Sign
- Denotes Guard Post
- Denotes Storm Manhole
- Denotes Miscellaneous Manhole
- Denotes Overflow Control Structure
- Denotes Catch Basin
- Denotes Flared End Section
- Denotes Fire Hydrant
- Denotes Gate Valve
- Denotes Guy Wire
- Denotes Utility Pole
- Denotes Telephone Box
- Denotes Electric Panel
- Denotes Electric Box
- Denotes Hand Hole
- Denotes Underground Electric
- Denotes Underground Gas
- Denotes Underground Television
- Denotes Underground Fiber Optic
- Denotes Overhead Utility Line(s)
- Denotes Watermain
- Denotes Sanitary Sewer
- Denotes Storm Sewer
- Denotes Existing Fence as noted
- Denotes Concrete Surface
- Denotes Bituminous Surface
- Denotes Wetlands delineated by Westwood Professional Services, Inc.
- Denotes Existing 2 Ft. Contour
- Denotes Existing 10 Ft. Contour



BENCHMARK
1. Anoka county benchmark no. 2006-
Elevation 897.376 ft. (NAVD83)
2. Anoka county benchmark no. 2095-
Elevation 902.431 ft. (NAVD83)

CARLSON ENGINEERING SURVEYING PLANNING	DISCLAIMER 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. Date: 6/6/25 License #: 40391	Print Name: Thomas R. Bakula, L.S. Signature: <i>Thomas R. Bakula</i> Date: 6/6/25 License #: 40391	DRAWN BY: NPS ISSUE DATE: 6/6/25 FILE NO.: 2693	Revisions:	H.J. DEVELOPMENT, LLP 2655 Cheshire Lane N. Plymouth, MN 55447	LEXINGTON CROSSING SECOND ADDITION Blaine, MN	EXISTING CONDITIONS	2 of 10

LEXINGTON CROSSING SECOND ADDITION



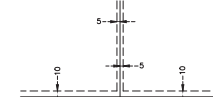
PROPOSED PARCEL DESCRIPTION:
Outlot B, LEXINGTON CROSSING, Anoka County, Minnesota

GENERAL NOTES:
1) Bearings shown are based on the North line of Outlot B, LEXINGTON CROSSING, Anoka County, Minnesota, which is assumed to bear S89°07'33"E.

SITE DATA

TOTAL SITE AREA—±25.85 AC. EXISTING ZONING—B-5 TOWN COMMERCIAL
TOTAL ROW AREA—±1.21 AC.
TOTAL OUTLOT AREA—±11.52 AC. UTILITIES—AVAILABLE
OUTLOT A—±10.46 AC.
OUTLOT B—±1.06 AC. MINIMUM COMMERCIAL SETBACK DATA:
TOTAL LOT AREA—±13.12 AC. FRONT—30 FT.
SMALLEST LOT—±42,454 S.F. SIDE—5 FT.
LARGEST LOT—±341,895 S.F. REAR—20 FT.
AVERAGE LOT—±142,833 S.F. LEXINGTON AVENUE NE—50 FT. BUILDING
TOTAL NUMBER OF LOTS—4 30 FT. PARKING
GROSS DENSITY—0.15 LOTS/AC.

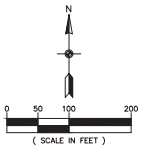
PROPOSED
DRAINAGE AND UTILITY
EASEMENTS ARE SHOWN THUS:



being 5 feet in width, and adjoining side lot lines, and 10 feet in width, and adjoining right of way lines and rear lot lines unless otherwise shown on this plat.

LEGEND

- - Denotes Anoka County Section Monument, as noted
- - Denotes Found Iron Monument, as noted
- - Denotes 5/8 inch by 14 inch rebar, set or to be set as part of the final plat of LEXINGTON CROSSING, marked with RLS 40361
- - Denotes Wetlands delineated by Wetland Professional Services, Inc.



**CARLSON
ENGINEERING**
SURVEYING
PLANNING

PRELIMINARY PLAT
DATE: 6/9/25
BY: H.J. DEVELOPMENT, LLP
FILE NO.: 2693

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.

Print Name: Thomas R. Balluff, L.S.
Signature: *Thomas R. Balluff*
Date: 6/9/25 License #: 40361

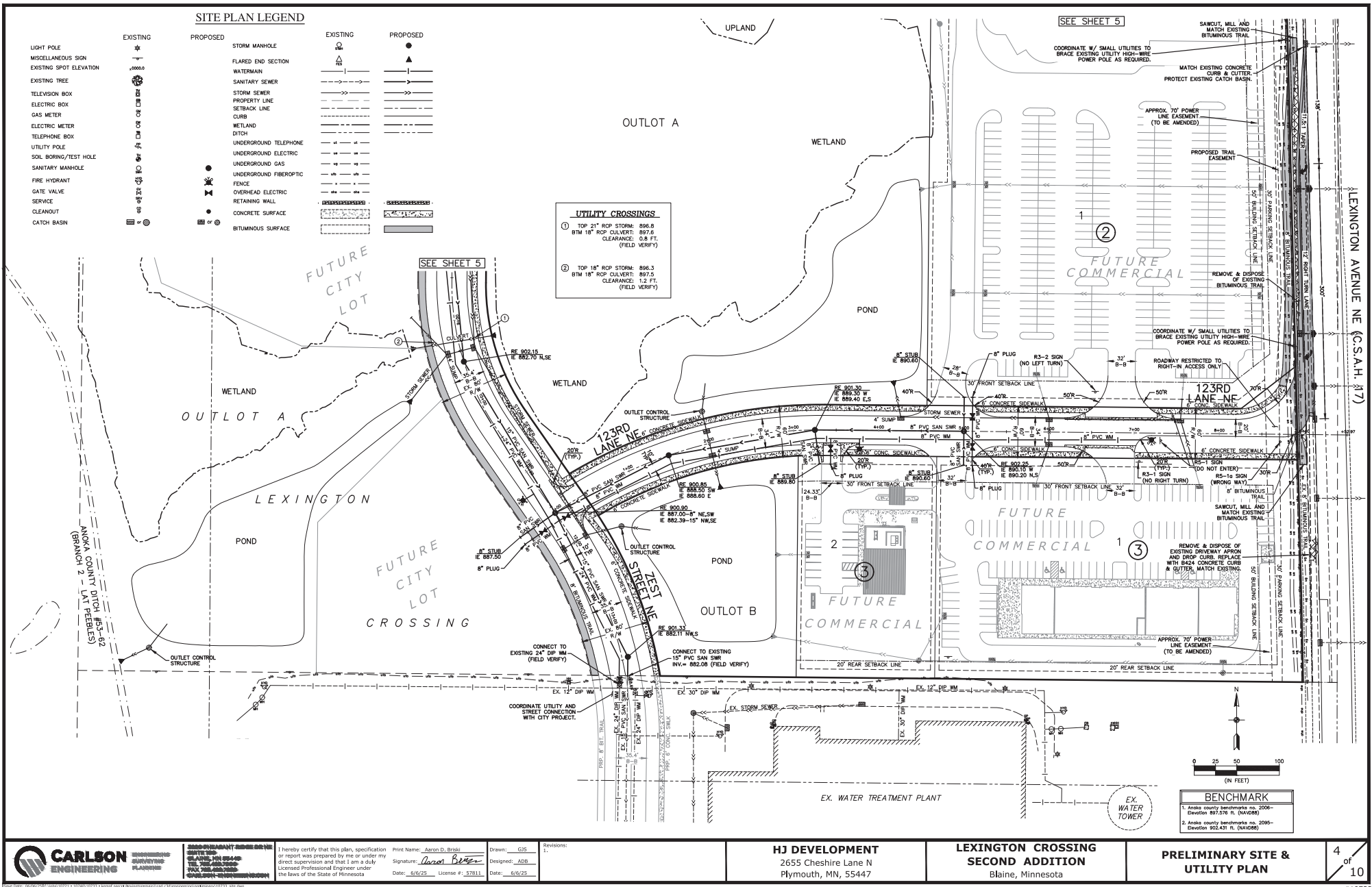
DRAWN BY: NDC
ISSUE DATE: 6/9/25
FILE NO.: 2693

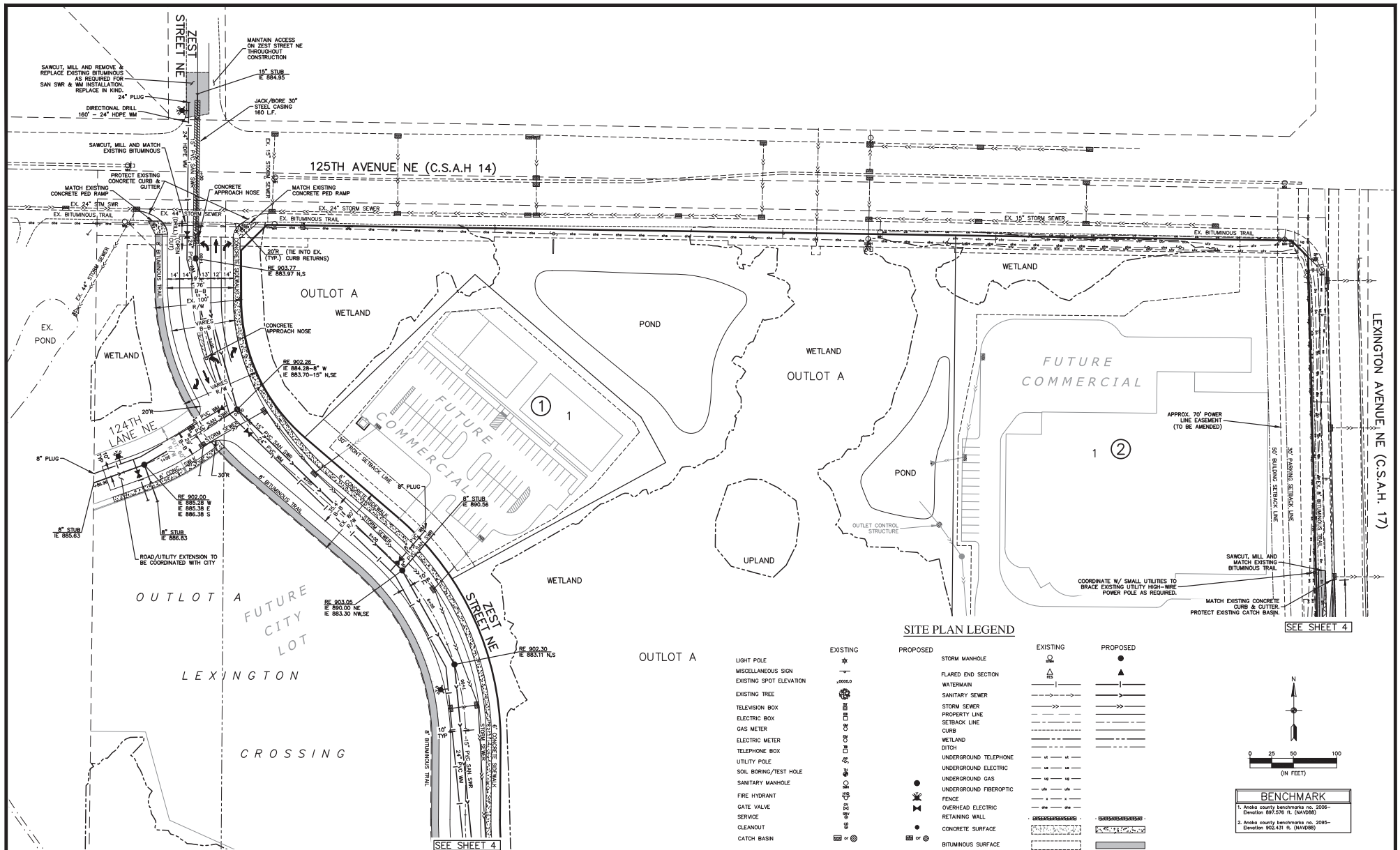
H.J. DEVELOPMENT, LLP
2655 Cheshire Lane N.
Plymouth, MN 55447

**LEXINGTON CROSSING
SECOND ADDITION**
Blaine, MN

PRELIMINARY PLAT

3 of 10





PRELIMINARY SITE & UTILITY PLAN

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

Print Name: Aaron D. Bittel
Signature: *Aaron Bittel*
Date: 6/6/25 License #: 57811

Drawn: GUS
Designed: ADE
Date: 6/6/25

Revisions:
1.

HJ DEVELOPMENT
2655 Cheshire Lane N
Plymouth, MN, 55447

**LEXINGTON CROSSING
SECOND ADDITION**
Blaine, Minnesota

**PRELIMINARY SITE &
UTILITY PLAN**

5
of
10

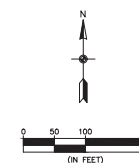
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SITE PLAN LEGEND

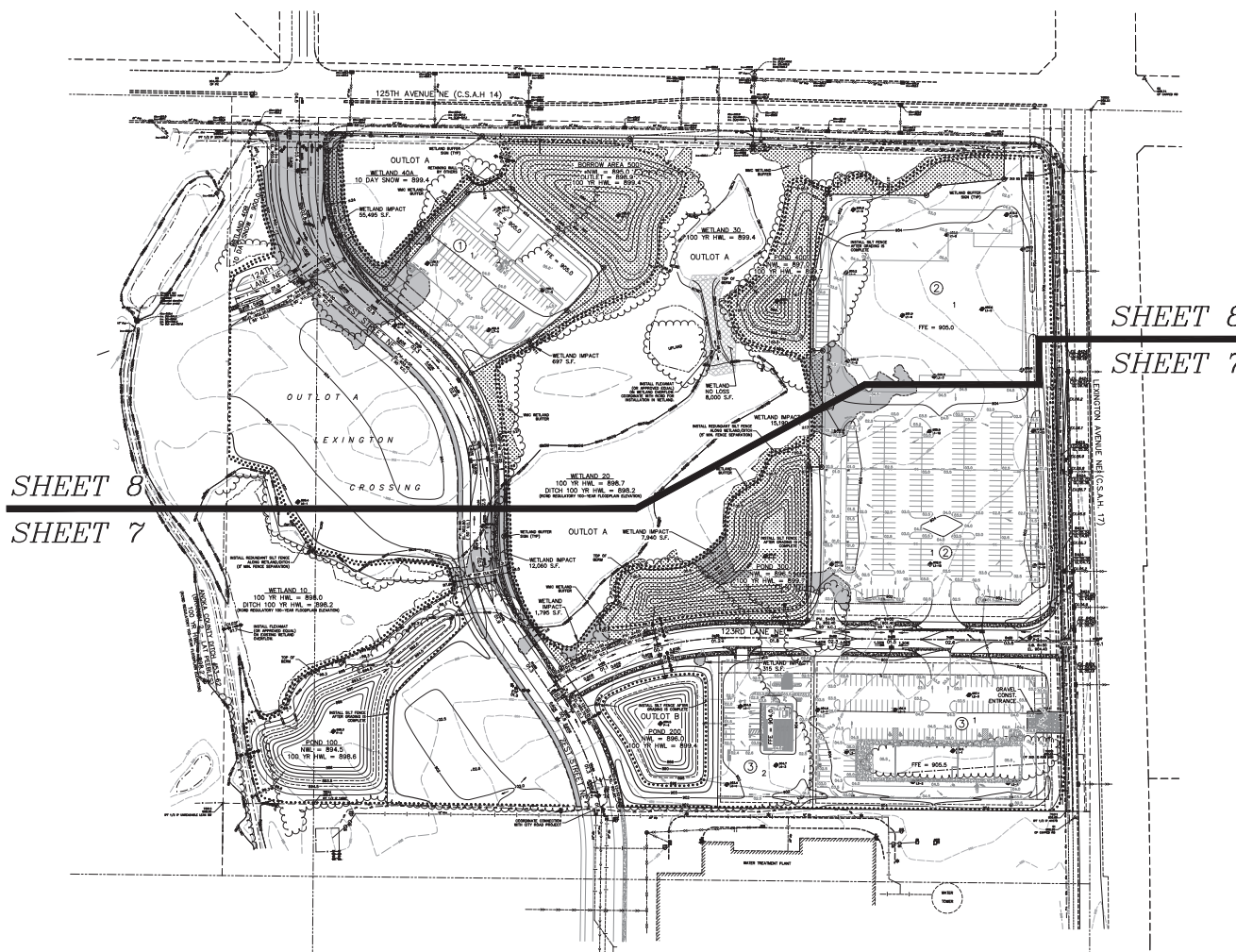
EXISTING	PROPOSED
LIGHT POLE	
MISCELLANEOUS SIGN	
EXISTING SPOT ELEVATION	
EXISTING TREE	
TELEVISION BOX	
ELECTRIC BOX	
GAS METER	
ELECTRIC METER	
TELEPHONE BOX	
UTILITY POLE	
SOIL BORING/TEST HOLE	
SANITARY MANHOLE	
FIRE HYDRANT	
GATE VALVE	
SERVICE	
CLEANOUT	
CATCH BASIN	
STORM MANHOLE	
FLARED END SECTION	
WATERMAIN	
SANITARY SEWER	
STORM SEWER	
PROPERTY LINE	
SETBACK LINE	
CURB	
WETLAND	
DITCH	
UNDERGROUND TELEPHONE	
UNDERGROUND ELECTRIC	
UNDERGROUND GAS	
UNDERGROUND FIBEROPTIC	
FENCE	
OVERHEAD ELECTRIC	
RETAINING WALL	
CONCRETE SURFACE	
BITUMINOUS SURFACE	

NOTES

1. SITE IS LOCATED WITHIN THE BOUNDARIES OF THE RICE CREEK WATERSHED DISTRICT.
2. SOIL STOCKPILES SHALL BE FITTED BY SEDIMENT-TRAPPING MEASURES AND STABILIZED WITHIN 7 DAYS OF INACTIVITY.
3. STREET SWEEPING SHALL TAKE PLACE BY THE END OF DAY (IF REQUIRED).
4. EROSION CONTROL AND SEDIMENT CONTROL DEVICES SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION.
5. WETLAND BUFFER SIGNS SHALL BE INSTALLED IMMEDIATELY AFTER PROJECT GRADING IS COMPLETED.
6. THE DNR DEWATERING PERMIT MUST BE OBTAINED PRIOR TO ANY DEWATERING ACTIVITY. THE DEWATERING PLAN MUST BE SUBMITTED TO THE RICE CREEK WATERSHED DISTRICT AT LEAST 7 DAYS PRIOR TO DEWATERING ACTIVITY FOR REVIEW AND APPROVAL.



BENCHMARK
1. Anoka county benchmark no. 2006- Elevation 897.576 ft. (NAVD83)
2. Anoka county benchmark no. 2006- Elevation 902.431 ft. (NAVD83)



The subsurface utility information shown on this plan is utility quality level D. This quality level was determined according to the guidelines of C.A.S.E. 38-02, written "Standard Guidelines for the Collection and Depiction of Existing Subsurface Utility Data."

FLOODPLAIN SUMMARY

FLOODPLAIN FILL = 530 C.Y.
FLOODPLAIN MITIGATION = 550 C.Y.

WETLAND SUMMARY

WETLAND IMPACT = 93,492 S.F.
WETLAND NO LOSS = 8,000 S.F.

WETLAND REPLACEMENT CREDITS WILL BE PURCHASED IN LIEU OF ONSITE REPLACEMENT

WMC WETLAND BUFFER SUMMARY (25' MIN/50' AVG)

WMC WETLAND BUFFER AREA = 205,540 SF (4.72 AC)
[REQUIRED WMC BUFFER = 153,629 SF (3.53 AC)]

WETLAND BUFFER SIGN



2555 CHESHIRE LANE N
PLYMOUTH, MN 55447
TEL: 763-486-7000
FAX: 763-486-7001

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.

Print Name: Aaron D. Briski
Signature: *Aaron Briski*
Date: 6/5/25 License #: 52911

Project: GTS
Designed: AOB
Revisions: 1.
Date: 6/5/25

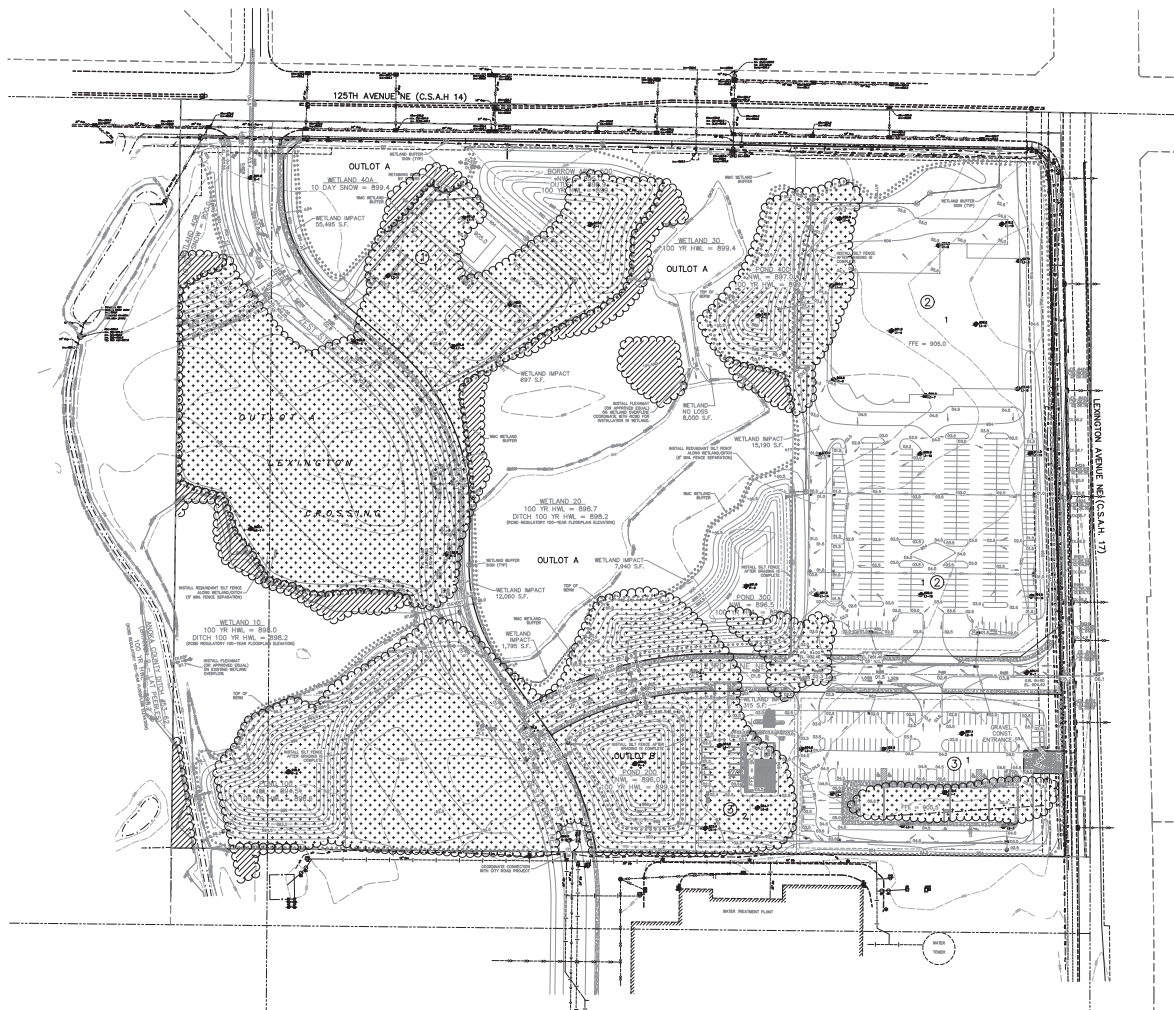
HJ DEVELOPMENT
2555 Cheshire Lane N
Plymouth, MN, 55447

**LEXINGTON CROSSING
SECOND ADDITION**
Blaine, Minnesota

GRADING INDEX

6 of 10

#10733

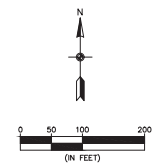


LEGEND

	EXISTING	PROPOSED
PROPERTY LINE	---	---
CURB	---	---
BUILDING SETBACK LINE	---	---
BITUMINOUS	---	---
GRAVEL	---	---
CONCRETE	---	---
10' CONTOUR	---	---
2' CONTOUR	---	---
SILT FENCE	---	---
TREE FENCE	---	---
TREE LINE	---	---
TREE SAVE AREA	---	---
TREE REMOVE AREA	---	---
TREE (CONF./DECD.)	---	---

TREE TOTALS

TOTAL TREE AREA REMOVED =	14.24 AC
TOTAL TREE AREA SAVED =	1.01 AC
TOTAL TREE AREA =	15.25 AC



BENCHMARK

1. Anoka county benchmark no. 2006- Elevation 897.576 ft. (NAVD83)
2. Anoka county benchmark no. 2005- Elevation 902.431 ft. (NAVD83)



CARLSON ENGINEERING
 ENGINEERING
 ARCHITECTURE
 PLANNING
 1500 EAGLE CREEK DRIVE
 SUITE 100
 BLAINE, MN 55440
 TEL: 763-488-7888
 FAX: 763-488-7889
 WWW.CARLSON-ENGINEERING.COM

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.

Print Name: Aaron D. Brisk
 Signature: *Aaron Brisk*
 Date: 6/6/25 License #: 37911

Drawn: GTS
 Designed: ADB
 Date: 6/6/25

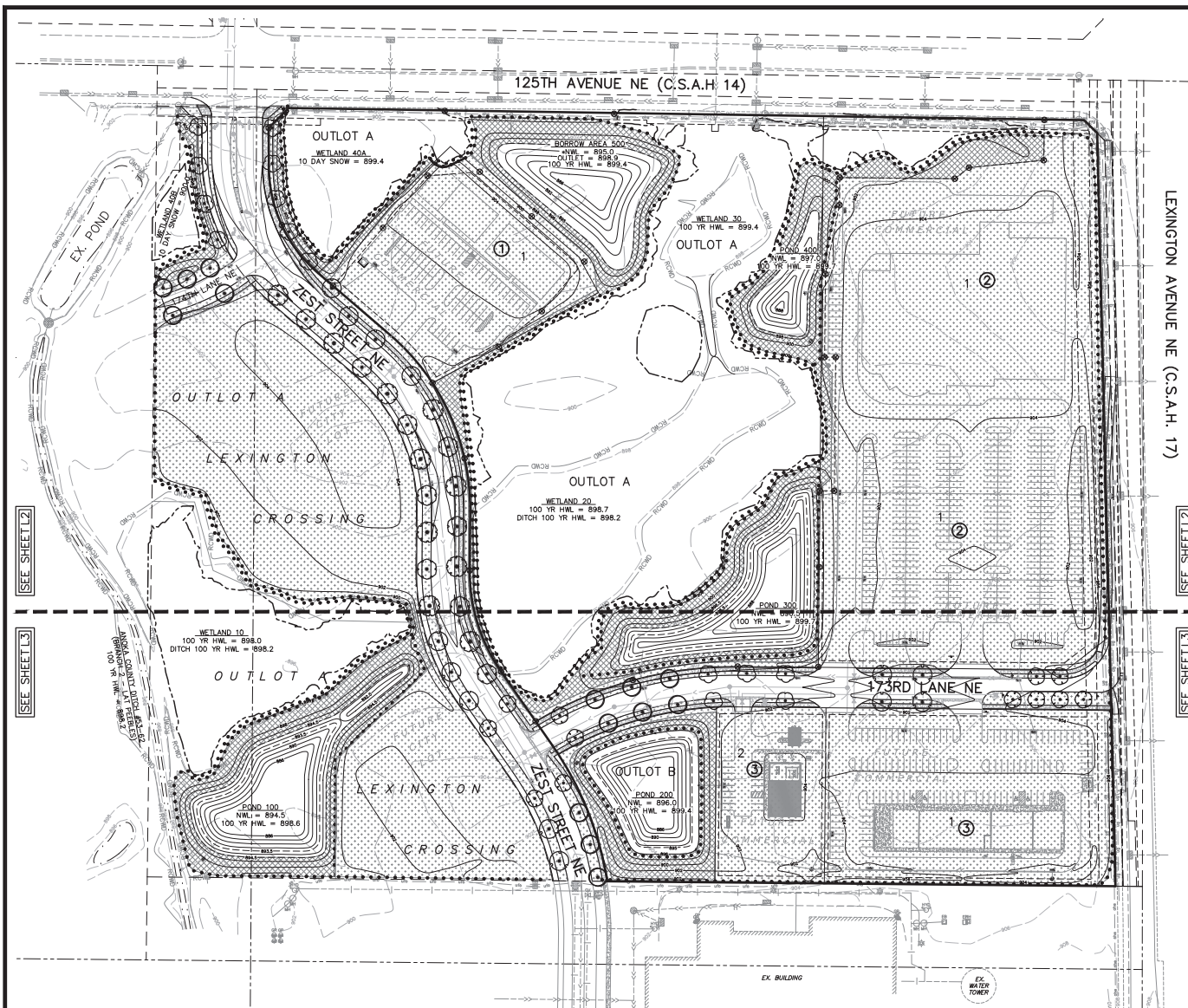
Revisions:
 1.

HJ DEVELOPMENT
 2655 Cheshire Lane N
 Plymouth, MN, 55447

**LEXINGTON CROSSING
 SECOND ADDITION**
 Blaine, Minnesota

TREE PRESERVATION PLAN

T1
 of
 T1



LANDSCAPE PLAN NOTES

1. EXISTING CONDITIONS. CONTRACTOR SHALL VERIFY EXISTING CONDITIONS PRIOR TO BIDDING AND CONSTRUCTION START. ANY DISCREPANCIES FOUND THAT AFFECT THE WORK SHALL BE REPORTED TO THE OWNER/LANDSCAPE ARCHITECT FOR CLARIFICATION PRIOR TO BIDDING OR APPROVING ANY ADDITIONAL WORK REQUIRED.
2. UTILITY LOCATES. CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING AND VERIFYING ALL PUBLIC AND PRIVATE UTILITIES, INCLUDING IRRIGATION LINES, AT LEAST 48 HOURS BEFORE EXCAVATING OR IN ACCORDANCE WITH STATE LAW IN MINNESOTA, CALL CORNER STATE ONE-CALL AT 651-454-0002 FOR FIELD LOCATION OF PUBLIC UNDERGROUND UTILITY LINES. ALL LOCATES AND ITEMS NOTED AS "FIELD VERIFY" ON THE PLANS SHALL BE VERIFIED BY THE CONTRACTOR AT THEIR EXPENSE.
3. CONSTRUCTION STAGING AND ACCESS. CONTRACTOR SHALL VERIFY THE LOCATION FOR CONSTRUCTION STAGING AND SITE ACCESS WITH THE OWNER/LANDSCAPE ARCHITECT PRIOR TO CONSTRUCTION START. CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING PEDESTRIAN AND VEHICLE ACCESS WITHIN AND ADJACENT TO THE SITE THROUGHOUT THE CONSTRUCTION PERIOD UNLESS OTHERWISE NOTED. LONG-TERM STORAGE OF MATERIALS OR SUPPLIES ON-SITE WILL NOT BE PERMITTED. ALL WASTE AND/OR UNUSED MATERIAL SHALL BE PROMPTLY REMOVED FROM THE SITE.
4. UTILITY COORDINATION. REFER TO CIVIL PLAN SHEETS FOR INFORMATION RELATED TO PROPOSED UTILITIES. COORDINATE WITH ELECTRICAL CONTRACTORS FOR SITE ELECTRICAL WORK AND SITE LIGHTING.
5. CONSTRUCTION STAGING. UNLESS OTHERWISE NOTED, CONTRACTOR SHALL BE RESPONSIBLE FOR ESTABLISHING CONTROL POINTS AND ALL CONSTRUCTION FIELD STAGING DURING THE COURSE OF THE PROJECT.
6. PLAN QUANTITIES. CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL MATERIAL QUANTITIES PER PLAN. MATERIAL SCHEDULES ARE PROVIDED SOLELY FOR CONTRACTOR'S CONVENIENCE.
7. REFERENCE SPECIFICATIONS. THE FOLLOWING SPECIFICATIONS SHALL GOVERN THIS PROJECT ACCORDING TO THE FOLLOWING ORDER:
 1. ADDENDA WITH THOSE OF A LATER DATE HAVING PRECEDENCE OVER THOSE OF AN EARLIER DATE.
 2. LANDSCAPE SPECIFICATIONS.
 3. PLAN DRAWINGS.
 4. PLANT / MATERIAL SCHEDULES.
 5. CITY STANDARD SPECIFICATIONS AND DETAILS.
 6. MNDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION, LATEST EDITION.

PLANT SCHEDULE

SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
TREES						
	RM	14	Acer rubrum "Northwood"	Northwood Red Maple	2.5" Cal.	B&B
	FM	12	Acer x freemanii "Sienna"	Sienna Glen Maple	2.5" Cal.	B&B
	WO	9	Quercus bicolor	Swamp White Oak	2.5" Cal.	B&B
	HO	10	Quercus x macdaniellii "Clemons" TM	Heritage Oak	2.5" Cal.	B&B
	BL	14	Tilia americana "Boulevard"	Boulevard Linden	2.5" Cal.	B&B
	AE	13	Ulmus americana "Princeton"	American Elm	2.5" Cal.	B&B
GROUND COVERS						
	SB	790,633 sf	Type I - Turf Seed Mix Refer to notes for acceptable seeding methods. Seeding Rate 100 lb/ac	MnDOT Southern Boulevard	seed	
	STR	140,183 sf	Type II - Native Seed Mix (Buffer) Refer to notes for acceptable seeding methods. Seeding Rate 30 lb/ac	MnDOT Southern Tallgrass Roadside	seed	

1 OVERALL LANDSCAPE PLAN



CARLSON ENGINEERING
LANDSCAPE ARCHITECTS

PRELIMINARY
LANDSCAPE PLAN

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 Landscape Architect under the laws of the State of Minnesota

Print Name: Dan J. Rutledge, R.L.A.
Signature: [Signature]
Date: 6/6/25 License #: 56346

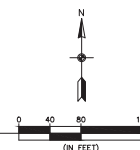
Drawn: RJR
Designed: RJR
Date: 6/6/25

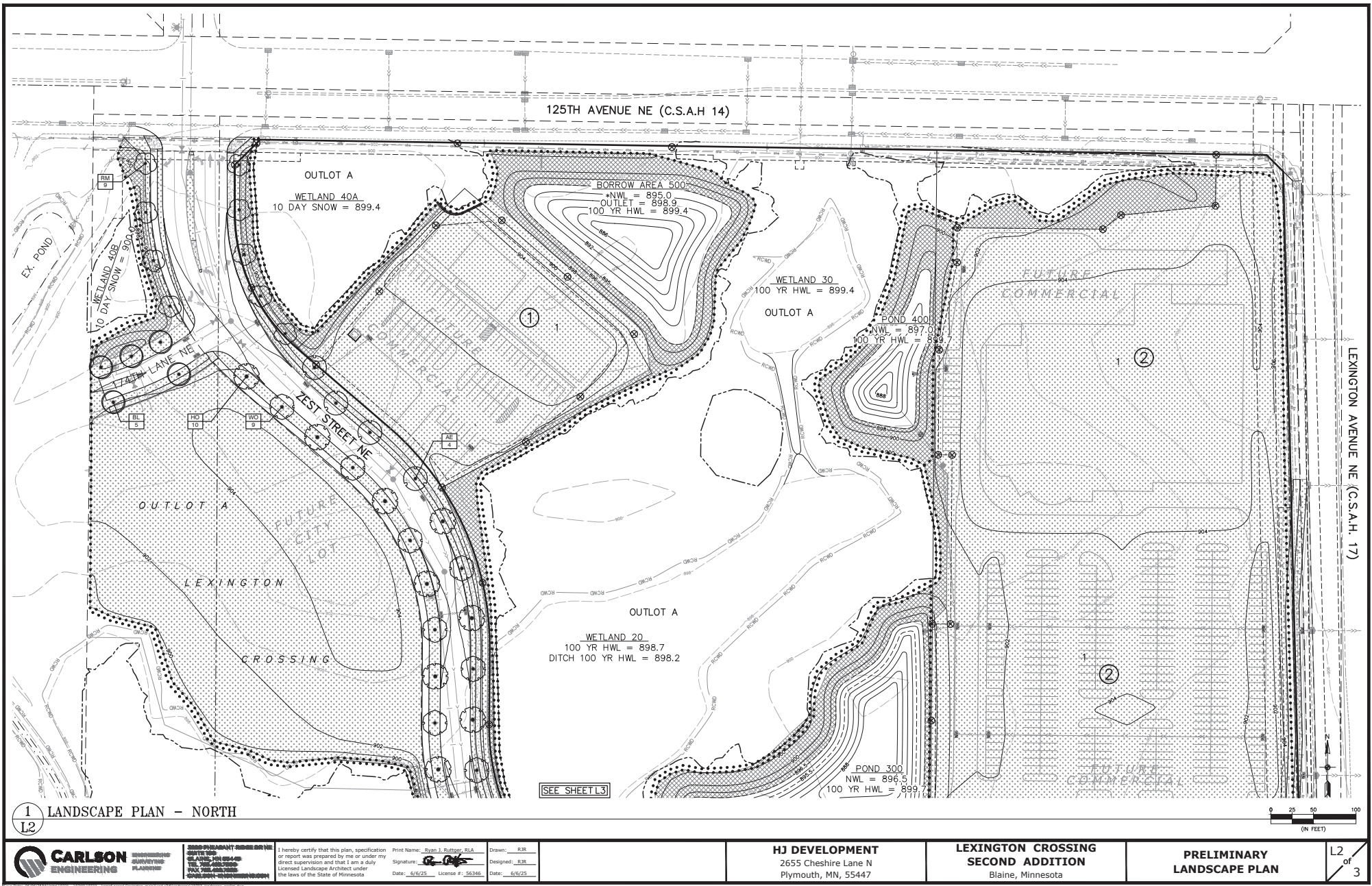
HJ DEVELOPMENT
2655 Cheshire Lane N
Plymouth, MN, 55447

**LEXINGTON CROSSING
SECOND ADDITION**
Blaine, Minnesota

**PRELIMINARY
LANDSCAPE PLAN**

L1
of 3









City of Blaine

Planning Commission

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

MINUTES

1. Call to Order

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

2. Roll Call

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

Members Absent: Commission Members Geiselhart and Howard.

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

4. Public Hearing

- 4.3.** 2025-327 Case File No.25-0029 // HJ Development LLP // Southwest Corner of Lexington Avenue and 125th Avenue NE.
The applicant is requesting preliminary plat approval to create four lots and two outlots to be known as Lexington Crossing Second Addition.
Sponsors: Sheila Sellman, Assistant Community Development Director

The report to the planning commission was presented by Sheila Sellman, Assistant Community Development Director. The public hearing for Case File 25-0029 was opened at 7:46PM. As no one wished to appear, the public hearing was closed at 7:46PM.

Motion by Commissioner Olson to recommend approval of Planning Case 25-0029 based on the following conditions:

Case 25-0029:

- 1. Park dedication is required for the development of 4 new lots, based on a rate of \$7,825 per acre. This results in a total park dedication fee of \$31,300, if paid in 2025. The fee must be paid prior to the issuance of a building permit and will be calculated using the per-acre rate in effect at the time payment is received by the City.**
- 2. One hundred and twelve (112) replacement trees for the lots that were preliminary platted (14 disturbed acres) is required. Further determination of replacement for this subdivision will be reviewed with final plat, breaking down what is required for the development and for the City.**
- 3. The developer will be responsible for Trunk Sanitary Sewer area charges. These charges become due with platting for upland acreage. The 2025 rate for Sanitary Sewer District 7 is \$8,760 per upland acre and will be applied to the acreage platted. This phase is proposing to develop 13 acres of upland for a total sewer area charge of \$113,880.**
- 4. The developer is responsible for submitting a traffic study and constructing all mitigation measures outlined in the study.**
- 5. The developer will be responsible for the deferred assessment for outlot B of this parcel. The 2025 amount is \$46,438.14.**
- 6. All development signage by separate review.**
- 7. Final plat is required within one year of approval.**
- 8. Execution and recording of a development agreement, which sets forth in greater detail the plat conditions as well as other responsibilities for the development of this plat.**
- 9. Site plan approval is required as part of the building permit application. All site improvements to be included in the Site Improvement Performance Agreement and covered by an acceptable financial guarantee.**

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

Chair Goracke noted this would be on the agenda of the August 4, 2025 city council meeting.



City of Blaine

Staff Report

File Number: ORD 25-2581

Agenda Date	Status
July 21, 2025	
In Control	File Type
City Council	Ordinance

Development Business - Sheila Sellman, Assistant Community Development Director

Agenda Item # 9.2

Second Reading

Approving Ordinance Amendments to Section 33.10 Home Occupations. City of Blaine (Case File No. 25-0019/ACK)

Executive Summary

Second reading approving amendments to Section 33.10 Home Occupations.

Background

Planning Commission Public Hearing	06/10/25
City Council (1st Reading)	07/07/25
City Council (2nd Reading)	07/21/25
Action Deadline	N/A

Staff report prepared by Alex Koberoski, Zoning Technician

Background

During the workshop on February 12, 2024, staff presented the home occupation ordinance that was amended but not adopted in 2022, and requested council feedback on how to proceed. Council provided feedback on general standards and indicated that larger lots should be allowed to have more intensive uses, subject to certain restrictions.

On April 15, 2024, council discussed outdoor storage, identified permitted home occupation uses on smaller lots, and discussed limiting the size of vehicles allowed to be stored on residential properties.

During the May 20, 2024 workshop meeting, council came to a consensus regarding prohibited uses in all residential districts, and discussed the types of uses that were only allowed on Farm Residential (FR) properties 3 acres or more and prohibited in all other districts.

On April 21, 2025, Council discussed the process of requiring Interim Use Permits (IUP's) or Conditional Use Permit (CUP's) for certain uses in FR districts with lot sizes of three acres or more. There was a general consensus to require CUP's. Council also finalized the standards for uses allowed through a CUP in FR.

Council generally agreed on the following amendments to the general standards that must be met by all home occupations:

1. No exterior storage of any materials related to the business is allowed, including those located on trailers. One fully enclosed trailer associated with the home occupation is permitted.
2. In all residential zoning districts except FR, the area set aside for home occupations if in an accessory structure is limited to 300 square feet while maintaining the minimum garage space required in the zoning district. (The minimum garage size for R-1 is 400 square feet, with a maximum cumulative accessory structure limit of 1,000 square feet without a CUP).
3. In the FR zoning district, the area set aside for home occupations if in an accessory structure is limited to 800 square feet while maintaining the minimum garage space required in the zoning district. (The minimum garage size for FR is 400 square feet, with a maximum cumulative accessory structure limit of 1,200 square feet without a CUP).
4. Home occupations may include the employment of one (1) person not residing on the premises in the performance of the occupation.
5. Wholesale or retail businesses are not permitted, unless it is conducted entirely by mail or occasional home invitation.
6. Vehicles above 12,000 GVW shall not be stored, operated, or maintained in residential districts (excluding FR districts). In FR districts, 1 vehicle greater than 12,000 GVW is permitted. This is consistent with the city's parking ordinance.

Council discussed adding a list of prohibited uses for all districts and conditional uses in FR for properties greater than or equal to three acres. Those uses are detailed below:

Prohibited uses in all zoning districts:

1. Auto repair/body shop
2. Auto sales

Conditional uses in FR for properties greater than or equal to 3 acres in size and prohibited in all other districts:

1. Blacksmithing, welding, or similar use that may create noise, odors, or vibration.
2. Equipment rental of heavy equipment that includes but is not limited to; skidloaders, excavators, trailers or lifts. Equipment shall not be observed from the right of way or neighboring properties.
3. Landscaping and lawn maintenance.
4. Small engine repair.

Strategic Plan Relationship

Not applicable.

Board/Commission Review

The Planning Commission voted unanimously to approve the ordinance amendments. 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. Published in Blaine/Spring Lake Park/Columbia Heights/Fridley Life.
2. Posted on the City website.

Staff Recommendation

By motion, approve the ordinance.

Attachment List

1. Unapproved PC Minutes 061025



City of Blaine

Signature Copy

Ordinance: ORD 25-2581

Second Reading

Approving Ordinance Amendments to Section 33.10 Home Occupations. City of Blaine (Case File No. 25-0019/ACK)

THE CITY OF BLAINE DOES ORDAIN: (Added portions are underscored and deleted portions are shown in overstrike.)

33.10 Home occupations.

(a) Intent. In order to provide peace, quiet, and domestic tranquility within all residential neighborhoods, within the City, and in order to guarantee to all residents freedom from excessive noise, excessive traffic, nuisance, fire hazard and other possible effects of commercial uses being conducted in residential areas.

(b) Definitions.

(1) A home occupation is defined as any business, occupation, profession, or commercial activity that is conducted or petitioned to be conducted from property that is zoned for residential use. Home occupations must be conducted by a resident of the property. General farming and gardening activities are not considered home occupations and are not regulated by this ordinance. (Ord. No. 87-1007, amended 2-19-1987)

~~(2) A home occupation conditional use permit is a permit authorized by the City Council only after a public hearing by the Planning Commission. (Ord. No. 87-1007, amended 2-19-1987)~~

(c) All home occupations shall comply with the following standards, unless specifically permitted through a Conditional Use Permit;~~which conform to the following standards may be conducted without a conditional use under this ordinance:~~ (Ord. No. 87-1007, amended 2-19-1987)

(1) All activities associated with a home occupation shall be conducted between the hours of 7AM and 10PM.

~~(1) Permitted home occupations shall not be conducted in any building on the premises other than the building which is used by the occupant as the private dwelling and, furthermore, that not more than one (1) room may be used for such purposes. (Ord. No. 87-1007, amended 2-19-1987)~~

(2) Home occupation may have one (1) wall sign per dwelling which may not exceed 2.5 square feet. (Ord. No. 87-1007, amended 2-19-1987)

(3) There shall be no exterior, garage or accessory building storage of any materials related to the business including business equipment, merchandise, inventory or heavy equipment, including materials located on trailers. One fully enclosed utility trailer associated with the home occupation is permitted. ~~Motor vehicles used in the home occupation must be stored inside.~~ (Ord. No. 87-1007, amended 2-19-1987)

(4) The area set aside for home occupations shall not exceed twenty percent (20%) of the total floor area of such residence. (Ord. No. 87-1007, amended 2-19-1987)

(5) In all residential districts other than Farm Residential (FR), the area set aside for home occupations if in an accessory structure is limited to 300 square-feet while maintaining the minimum garage space required in the zoning district. In the Farm Residential (FR) district, the area set aside for home occupations if in an accessory structure is limited to 800 square-feet while maintaining the minimum garage space required in the zoning district.

~~(56)~~ Permitted home occupations ~~may shall not~~ include the employment of ~~any one (1)~~ persons not residing on the premises in the performance of the occupation. (Ord. No. 87-1007, amended 2-19-1987)

~~(67)~~ The use of mechanical equipment other than is usual for purely domestic or hobby purposes is prohibited. (Ord. No. 87-1007, amended 2-19-1987)

~~(78)~~ Off-street ~~loading and off-street~~ parking requirements of Sections ~~33.14 33.13 and 33.15~~ must be provided. (Ord. No. 87-1007, amended 2-19-1987)

~~(89)~~ Merchandise shall not be regularly or openly displayed or offered for sale within the residence. (Ord. No. 87-1007, amended 2-19-1987)

~~(910)~~ The operation of any wholesale or retail business is not permitted, unless it is conducted entirely by mail or by occasional home invitation. (Ord. No. 87-1007, amended 2-19-1987)

~~(4011)~~ Any home occupation or activity which produces noise or obnoxious odors, vibrations, glare, fumes, fire hazard, or electric interference detectable to normal sensory perception beyond the property line is prohibited. (Ord. No. 87-1007, amended 2-19-1987)

~~(112)~~ Trucks Vehicles above 12,000 GVW shall not be stored, operated, or maintained in residential districts excluding Farm Residential (FR) districts. In Farm Residential (FR) districts, one (1) vehicle greater than 12,000 GVW is permitted. (Ord. No. 87-1007, amended 2-19-1987)

~~(123)~~ A home occupation must normally involve fewer than four (4) customers entering daily. (Ord. No. 87-1007, amended 2-19-1987)

~~(134)~~ Home occupation is served by delivery trucks no larger than 205,000 GVW.

(d) Prohibited Uses in all zoning districts:

1. Auto repair/ body shop
2. Auto sales

(e) Conditional uses in Farm Residential (FR) Districts for properties greater than or equal to 3 acres in size and prohibited in all other districts:

1. Blacksmithing, welding, or similar use that may create noise, odors, or vibration.
2. Equipment rental of heavy equipment that includes but is not limited to; skidloaders, excavators, trailers or lifts. Equipment shall not be observed from the right of way or neighboring properties.
3. Landscaping and lawn maintenance.
4. Small engine repair.

(f) Conditional use permits shall be considered under Section 27.04.

(d) Conditional Use Permits:

~~(1) All home occupations which do not conform to the standards contained in Section 33.11(c) shall only be conducted with a home occupation conditional use permit. Conditional Use Permit applications shall be made and considered in accordance with 27.04 of this code.~~

~~(2) Conditional use permits, once granted, may be revoked by the City Council for cause after hearing before the City Council. Complaints seeking the revocation of such permit shall be filed with the Director of Community Development and may be initiated by the Planning Commission or any three~~

~~(3) residents of the block (both sides where the home occupation is being conducted). All such revocation hearings shall be conducted in accordance with Section 27.07 of this ordinance. Publication and notice requirements shall be the same as for home occupation conditional use permit application hearings.~~

INTRODUCED and read in full this 7th day of July, 2025.

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



City of Blaine

Planning Commission

June 10, 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, June 10, 2025. Chair Goracke called the meeting to order at 7:00PM.

2. Roll Call

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

Members Absent: Commission Member Halpern.

Staff Present: Shawn Kaye, Planner

4. Public Hearing

- 4.3.** 2025-249 Case File No. 25-0019 // City of Blaine
The City is proposing amendments to Section 33.10 Home Occupations.
Sponsors: Alex Koberoski, Zoning Technician

The report to the planning commission was presented by Shawn Kaye, Planner. The public hearing for Case File 25-0019 was opened at 7:55PM. As no one wished to appear, the public hearing was closed at 7:55PM.

Chair Goracke reported this appears to be a housekeeping item.

Planner Kaye explained this is an update to the Home Occupation section of the Zoning Ordinance and the proposed changes are in response to items the city council wanted to see in the home occupation ordinance.

Motion by Commissioner Olson to recommend approval of Planning Case 25-0019 the proposed amendments to the City of Blaine Zoning Ordinance 33.10 Home Occupations. Motion seconded by Commissioner Howard. The motion passed 6-0.

Chair Goracke noted this would be on the agenda of the July 7, 2025 city council meeting.



City of Blaine

Staff Report

File Number: ORD 25-2582

Agenda Date	Status
July 21, 2025	
In Control	File Type
City Council	Ordinance

Development Business - Sheila Sellman, Assistant Community Development Director

Agenda Item # 9.3

Second Reading

Approving Ordinance Amendments to Section 34.04 Prohibited Signs and Section 34.13 Administrative Permit. City of Blaine (Case File No. 25-0020/ACK)

Executive Summary

Second reading approving ordinance amendments to Section 34.04 Prohibited Signs and Section 34.13 Administrative Permit.

Background

Planning Commission Public Hearing	06/10/25
City Council (1st Reading)	07/07/25
City Council (2nd Reading)	07/21/25
Action Deadline	N/A

Staff report prepared by Alex Koberoski, Zoning Technician.

Background

During the October 14, 2024 workshop meeting, staff brought forward proposed modifications and questions for council regarding the sign ordinance, with a focus on temporary signage. Council discussed reducing the allowable time for temporary signs to be displayed within a calendar year, and amending the ordinance to be more specific on what types of temporary signage can be placed on a property.

On April 21, 2025, staff brought proposed changes to the temporary sign ordinance to workshop, based on Council's discussion on October 14th. There was a general consensus on the proposed permit types, number of signage allowed, and the number of weeks allowed for temporary signage.

Proposed Amendments:

Council generally agreed on the following amendments to the temporary sign section of the sign ordinance:

The proposed Temporary Sign Permit is intended to be utilized by businesses to advertise and conduct promotional activities on their properties. This permit is subject to the following standards:

- Permits shall be issued for no more than 4 weeks per calendar year. Permits shall be issued for a period of no less than 7 days at a time.
- This permit shall be limited to the following maximum number and types of signs:
 - 2 banners, each measuring no more than 32 square feet
 - 2 feather signs, each measuring no more than 3.5-feet wide and 18-feet in height
 - 5 H-frame, A-frame, or other freestanding signage, each limited to 6 square feet in area

The proposed Special Event Temporary Sign Permit is intended to allow businesses more types and amounts of temporary signage for special events or larger promotional activities, subject to the following standards:

- Permits shall be issued for no more than 2 weeks per calendar year. Permits shall be issued for a period of no less than 7 days at a time.
- This permit shall be limited to the following maximum number and types of signs:
 - 1 portable sign no more than 48 square feet
 - 3 banners, each measuring no more than 80 square feet
 - 5 feather signs, each measuring no more than 3.5 feet wide and 18-feet in height
 - 5 H frame, A-frame, or other freestanding signage, each limited to 6 square feet

The current code that allows new businesses two (2) additional weeks of signage will remain in the temporary sign ordinance.

The current code that allows one (1) feather flag or one (1) 32-square-foot banner without a permit will remain. However, this signage will count towards the proposed maximum number of temporary signs for each permit.

The changes to section 34.04 Prohibited Signs are proposed to align with the amendments to the temporary sign ordinance, and coincide with council's general consensus to prohibit inflatables, balloons, and stringers, as well as prohibiting signs or displays with rotating beams or beacons of flashing illumination.

Strategic Plan Relationship

Not applicable.

Board/Commission Review

The Planning Commission voted unanimously to approve the ordinance amendments. 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. Published in Blaine/Spring Lake Park/Columbia Heights/Fridley Life.
2. Posted on the City website.

Staff Recommendation

By motion, approve the ordinance.

Attachment List

1. Public Comments
2. Unapproved PC Minutes 061025



City of Blaine

Signature Copy

Ordinance: ORD 25-2582

Second Reading

Approving Ordinance Amendments to Section 34.04 Prohibited Signs and Section 34.13 Administrative Permit. City of Blaine (Case File No. 25-0020/ACK)

THE CITY OF BLAINE DOES ORDAIN: (Added portions are underscored and deleted portions are shown in overstrike.)

34.04 Prohibited Signs.

- (f) ~~With the exception of search lights, which may be approved in conjunction with an administrative permit as provided in Section 34.13 of this ordinance, no rotating beam, or beacon of flashing illumination shall be used in conjunction with any display.~~ Signs or displays with rotating beams or beacons of flashing illumination.
- (h) ~~Banners, b~~Balloons, inflatables, and stringers., ~~unless approved in conjunction with an administrative permit, as provided in Section 34.13 of this ordinance. (Ord. No. 86-934, amended 6-5-1986)~~
- (j) Portable signs, except as provided in Section 34.06, unless approved in conjunction with ~~an~~ a special event temporary sign administrative permit, as provided in Section 34.13 of this ordinance.
- (s) Signs for citywide community events, sponsored by government or non-profit organizations unless approved in conjunction with ~~an administrative permit~~ a temporary sign permit, as provided in Section 34.13 of this ordinance. (Ord. No. 90-1232, amended 10-18-1990)

34.13 ~~Administrative permit.~~ Temporary Signs

(a) The purpose of temporary signage is to allow businesses, institutions, and organizations to promote events, products, and services for a limited time through obtainment of a temporary sign permit.

(b) General Standards

- (1) Temporary signage allocations are per parcel.
- (2) Temporary signs must follow all standards under section 34.05.
- (3) Signs allowed under Section 34.06(l) count towards the maximum signage allowed with a temporary sign permit.

(c) Temporary Sign Permit

(1) This permit is intended to allow businesses and institutions to advertise promotions, events, or services for a limited time on their property, subject to the following standards:

- (aa) Permits shall be issued for no more than 4 weeks per calendar year. Permits shall be issued for a period of no less than 7 days at a time.
- (bb) The number of temporary signs shall be limited to the following maximum number and types of signs:

- (i) 2 banners, each measuring no more than 32 square feet
- (ii) 2 feather signs, each measuring no more than 3.5 feet wide and 18-feet in height
- (iii) 5 H-frame, A-frame, or other freestanding signage, each limited to no more than 6 square feet in area

(d) Special Event Temporary Sign Permit

(1) This permit is intended to allow businesses more types of signage for special events or larger promotional activities, subject to the following standards:

(aa) Permits for special events shall be issued for no more than 2 weeks per calendar year. Permits shall be issued for a period of no less than 7 days at a time.

(bb) The number of special event signs shall be limited to the following maximum number and type:

(i) 1 portable sign no more than 48 square feet

(ii) 3 banners, each measuring no more than 80 square feet

(iii) 5 feather signs, each measuring no more than 3.5 feet wide and 18-feet in height

(iv) 5 H-frame, A-frame, or other freestanding signage, each measuring no more than 6 square feet in area

(e) The fee for temporary sign permits shall be established in accordance with the City's adopted fee schedule. The fee for religious institutions, schools, non-profit organizations, and government agencies is waived.

(f) The zoning administrator has the authority to allow substitutions or exchanges of the types of signage. In no instance shall the maximum number or square footage of temporary signs be exceeded.

(g) New businesses are allowed two (2) additional weeks of temporary signage.

(h)(e) The Zoning Administrator shall be authorized to issue a temporary conditional administrative permit to alleviate hardships associated with public road construction projects. (Ord. No. 92-1279, amended 2-20-1992)

(a) Where an administrative permit is required by this ordinance, application shall be made on forms furnished by the City. The applicant shall set forth his name, address, location of the proposed use and shall submit a drawing of the proposed use and any other information required by the Zoning Administrator, which will enable him to determine whether the proposed use meets the standards of this ordinance. An administrative permit, as described in this ordinance, is distinct from the sign permit required herein. The fee for religious institutions, schools, non-profit organizations, and government agencies is waived. (Ord. No. 03-1984, added 6-5-2003; Ord. No. 86-934, amended 6-5-1986)

(b) Permits, for temporary signage, may be issued for a period not to exceed fourteen (14) consecutive days. Four (4) Two (2) such permits may be allowed each premises per calendar year, with the exception that each new commercial or industrial business, may be allowed one (1) additional fourteen-day permit, to announce the opening of the new business, provided such business has been issued a current Certificate of Occupancy for that business space. Permits may be issued for consecutive fourteen (14) day periods (Ord. 90-1184, amended 2-1-1990; Ord. No. 04-2022, amended 7-15-2004)

(c) The Zoning Administrator shall be authorized to issue a temporary conditional administrative permit to alleviate hardships associated with public road construction projects. (Ord. No. 92-1279, amended 2-20-1992)

(Ord. No. 20-2447, 7-20-2020)

INTRODUCED and read in full this 7th day of July, 2025.

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

From: blainetpc@aol.com <blainetpc@aol.com>

Sent: Tuesday, June 10, 2025 10:08 AM

To: Sheila Sellman <ssellman@blainemn.gov>; Leslie Larson <leslielarson@blainemn.gov>; Jess Robertson <jrobertson@blainemn.gov>

Subject: Sign Ordinance Proposal

I just saw that there is a revision on the temporary sign ordinance changes to the planning commission tonight.

I must first say that this ordinance has no value as the city does not enforce the ordinance except by complaint. There is no value in a ordinance if the only way it is going to be enforced is by complaint. The city has to accept more responsibility if ordinances are going to be made.

In addition, the ordinance does not state that I can see from what point is the business in violation. So, as I have stated in the past a business can have a sign displayed (temporary) for months and years and there is no enforcement. I have pointed out many sign violations recently and for the most part those complaints have fallen on deaf ears.

My examples would be The Ball Park had signs out there for weeks and it is my understanding they paid no fees. In addition, the ordinance states 7 days but when does that 7 days begin and end. In addition they had signs that were eventually removed but now they have a new sign even tho they grossly violated the ordinance. Plus, they have had a Now Open sign (temporary) on the building since they opened and it remains today. So, I ask why is this allowed.

The Jaward (sp) has had a temporary sign for well over a year and it remains on Main street except they moved the sign

At least KFC finally removed their signs.

So, in summary, the city does not have any enforcement on these signs and I believe that this ordinance is VAGUE and open to many different viewpoints as I have discovered in voicing concerns. This ordinance change proposal continues to be vague and open for many interpretations.

If a business can have a "temporary" sign out for a month or longer and the city does nothing about it except by complaint than this is wrong.

The city is looking for revenue and as I have stated in the past this is one source of revenue that they city misses out on in so many ways.

In closing, I think the City has a big problem with all their sign ordinance and enforcement. This needs to come back to the table for further discussion and stop being vague and talk about the enforcement. I did not have time to write all my thoughts in a concise format as I just saw this today. I will watch what the planning commission does and be more specific before it goes to council. I did want the planning commission to know that this proposed ordinance revision is not the answer.

All these signs that keep popping up are an eyesore when businesses have so many other options

Darrell Carlberg



City of Blaine

Planning Commission

June 10, 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, June 10, 2025. Chair Goracke called the meeting to order at 7:00PM.

2. Roll Call

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

Members Absent: Commission Member Halpern.

Staff Present: Shawn Kaye, Planner

4. Public Hearing

- 4.4.** 2025-248 Case File No. 25-0020 // City of Blaine
The City is proposing amendments to Section 34.04 Prohibited Signs and Section 34.13 Administrative Permit.
Sponsors: Alex Koberoski, Zoning Technician

The report to the planning commission was presented by Shawn Kaye, Planner. The public hearing for Case File 25-0020 was opened at 7:58PM. As no one wished to appear, the public hearing was closed at 7:58PM.

Chair Goracke noted the planning commission received a comment via email from Darrel Carlberg who supported the city having more code enforcement when it comes to signage.

Motion by Commissioner Swanson to recommend approval of Planning Case 25-0020 the proposed amendments to section 34.04 Prohibited Signs and Section 34.13 Administrative Permit. Motion seconded by Commissioner Geiselhart. The motion passed 6-0.

Chair Goracke noted this would be on the agenda of the July 7, 2025 city council meeting.



City of Blaine Staff Report

File Number: RES 25-120

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

Administration - Nick Fleischhacker, Public Works Director

Agenda Item # 10.1

Resolution Accepting a Bid from Carr's Tree Service, Inc. for Tree Removal Services and Authorizing Execution of an Agreement

Executive Summary

Bids to remove a portion of the estimated 1,200 diseased and hazard boulevard trees were received electronically until 10AM on July 8, 2025 for the 2025 Tree Removal Contract. Four contractors responded with Carr's Tree Service, Inc. of Ottertail, Minnesota submitting the lowest bid.

Background

Emerald Ash Borer has been identified in all areas of the city and continues to adversely affect the city's forestry stock. The city has identified over 1,200 diseased and hazardous trees in the right-of-way that will need to be removed. Removals will likely continue over the next 5–10 years to ensure that the city does not have dangerous trees in public areas. The Public Works Department requires contractual labor in the form of tree removal services to remove diseased, dying, and hazardous trees throughout the city. Public Works has utilized contractors for years to assist in maintaining its forestry stock.

The 2025 General Fund appropriated \$150,000 for tree removal services. A request for bids was issued on June 26, 2025. The request required contractors to submit bids to remove, stump, and restore trees according to trees diameter at breast height (DBH). For example, the cost of removing a 20" DBH tree ranged from \$3,080 to \$680. The bids also required a list of qualifications, three references, an equipment list, and proof of insurance.

Bids were received on July 8, 2025, from four contractors, including Carr's Tree Service, Upper Cut Tree Service, Andover Tree Care, and Precision Landcape and Tree. The bids were checked for completeness, and it was determined that Carr's Tree Service, Inc. was the lowest of the bidders that met all the necessary requirements. The City has worked with Carr's in the past and recommends that Carr's bid be accepted and the Mayor and Interim City Manager be authorized to enter into an agreement. The agreement amount will be set not to exceed \$150,000, which is what was allocated in the 2025 budget.

Strategic Plan Relationship

This service aligns with the city's strategic plan goals of providing well-maintained infrastructure.

Board/Commission Review

None required.

Financial Impact

The city appropriated \$150,000 within the General Fund forestry subdivision budget for 2025.

Public Outreach/Input

The public has expressed urgency in the removal of boulevard hazards.

Staff Recommendation

By motion, accept the bid from Carr's Tree Service, Inc. and authorize the Mayor and Interim City Manager to enter into an agreement for an amount not to exceed \$150,000.

Attachment List

1. Carr's Bid
2. bid worksheet



City of Blaine

Signature Copy

Resolution: RES 25-120

Resolution Accepting a Bid from Carr's Tree Service, Inc. for Tree Removal Services and Authorizing Execution of an Agreement

WHEREAS, said bids were received electronically on July 8, 2025, and tabulated according to law, the following four bids were received complying with the advertisement:

Carr's Tree Service, Inc	Average cost per tree- \$707
Upper Cut Tree Service	Average cost per tree- \$1199
Andover Tree Care	Average cost per tree- \$1619
Precision Landscape and Tree	Average cost per tree- \$3401

WHEREAS, Carr's Tree Service, Inc. of Ottertail, Minnesota has met the necessary bid requirements and is the lowest responsible bidder; and

WHEREAS, the 2025 budget has \$150,000 remaining that was allocated for the removal of hazardous trees.

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

1. The Mayor and Interim City Manager are hereby authorized and directed to enter into an agreement with Carr's Tree Service, Inc. for an amount not to exceed \$150,000.
2. The City Clerk is hereby authorized and directed to return forthwith to all bidders the bid bonds submitted with their bids, except the two lowest bidders. When a contract is duly executed, the bid bond of the remaining unsuccessful bidder will be returned. The bid bond of the successful bidder will be retained until the performance and payment bonds have been executed and approved, after which the bid bond will be returned.

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

City of Blaine, Minnesota

Bid Worksheet

DBH (inches)	Cost per Tree (Includes Stump Removal and Restoration)
0-6	\$18.00
6.1-7.9	\$18.00
8.0-9.9	\$20.00
10.0-11.9	\$20.00
12-13.9	\$25.00
14.0-15.9	\$30.00
16.0-17.9	\$30.00
18.0-19.9	\$34.00
20.0-21.9	\$34.00
22.0-23.9	\$34.00
24.0-25.9	\$36.00
26.0-27.9	\$36.00
28.0-29.9	\$38.00
30.0-31.9	\$39.00
32.0-33.9	\$38.00
34.0-35.9	\$41.00
36.0-37.9	\$44.00
38+	\$50.00
Special Bid	\$275.00/hr + Crane Rate

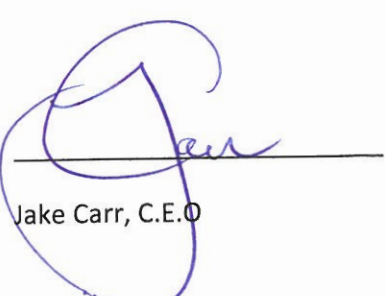
Carr's Tree Service, Inc.

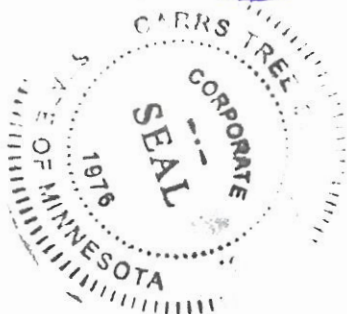
P.O. Box 250

Ottertail, MN 56571

218-367-3355

carrsts@carrstreeservice.com


Jake Carr, C.E.O



1. Equipment Available for use on City of Blaine Tree Removal Contract

Claw – Grapple Trucks

Brush Chippers BC1000, BC1500, BC1800, BC 2100

Aerial Bucket Trucks – F550 Utility Booms - 50 ft – 75 ft

Backyard Track Buckets – Able to get into smaller areas

Toolcats w/grapples, brush sweeper

299 Cat Loaders w/grapples, fecon mower

Stand on Mini Skid Steers-TX100, mustache brush

Dump Trailers

Stump Grinders – SC802, Walk Behind

Sennebogen – grapple saw

Pickups w/saws/tools/signage – F150, F250, F350, F450, F550

Chipper Truck – 20 yd, 30 yd.

Tree Shearer

Crane – Subcontracted with Southside Crane

2. Carr's Tree Service has the following qualifications among their Company

A+ Rating with Better Business Bureau

TCIA Utility Accreditation

Certified Tree Specialist – CTSP – 15 on staff Robert Virchow - 01347

ISA Certified Arborists – 25 currently on staff – Robert Virchow – MN-5016S, James Corrow – MN-5018A

TRAQ – Tree Risk Assessment Qualification – 20 on staff

Certified DNR Tree Inspector – 7 on staff

MN Dept of Ag – Pesticide Applicators License – Roger Virchow – 20122836, Robert Virchow – 20105908, James Corrow - 20208669

3. Employee Qualifications

Our employees hold the positions of the above certifications

Our Supervisor, General Foreman and Foreman in the area of The City of Blaine have over 70 years of combined Tree Service work experience with Carrs Tree Service.

4. References

City of Fridley – Rachel Workin

City of Apple Valley – Taylor

City of Burnsville – Brian Ulvin

5. Federal Tax ID Number – 41-1283074 - Attached

Minnesota Contractors License Number – Non Applicable

Tree Care Registry - Attached

6. Proof of Insurance – Attached

7. Responsible Contractor Certification – Attached

8. Affidavit of Non-Collusions - Attached

Carr's Tree Service, Inc.

Ottertail, MN

HAS BEEN AWARDED THE UTILITY CONTRACTOR ACCREDITATION FOR:



- ☒ EXCELLENCE IN UTILITY VEGETATION MANAGEMENT,
- ☒ CONFIDENCE IN CONTINUAL PRACTICE OF OUTSTANDING SERVICE, AND
- ☒ SAFETY PROGRAM AND PRACTICES ACCORDING TO INDUSTRY AND GOVERNMENT STANDARDS.

Carr's Tree Service, Inc. has maintained Accredited status
in good standing since 6/22/2018.

This Accreditation certificate is valid thru 12/31/2025.

September 09, 2024

Date

Bob Rouse

Bob Rouse, SVP, Programs and Services

Definition of process and additional services available.

If given the opportunity to serve the City of Blaine on this contract. We at Carr's Tree Service would like to give a general definition of the process and additional services that we could provide if needed.

All communications regarding the staffing and equipment needed for the completion of this project will be handled directly by the Metro Division Management Team consisting of;

Chris Virchow-General Manager

Jim Corrow- Director of Government Division (ISA Cert)

Rob Virchow- Supervisor Metro Division (ISA Cert)

The process that we have used for many ROW removal projects throughout the metro is a process that minimizes the impact on traffic and residents. We utilize our specialty equipment to remove all the smaller trees and the tops of the larger trees efficiently. Followed by removal of the larger trunks that are temporarily left standing; this minimizes the exposure to traffic and residential interruptions. In areas of high traffic, we have included the use of our automated flagging system which works just like a temporary traffic light, giving our crews the added safety to work in an area without putting employees at risk of flagging.

In addition to the specified work outlined in the RFP, we do have the ability to service other needs as they might arise, for instance Hazard tree removal, Storm damaged trees, and Assessment program removals.

We have provided several references from other Cities that we are currently working with and would like to add that we are Certified Utility Arborists, and a TCIA Accredited company. We also work with two local crane companies that we use on hundreds of crane assisted removals every year.

In summary, we have had the opportunity to do many jobs for the city of Blaine and would like to continue to service your city and its residents in the future.

Thank you for your Consideration:

Carr's Tree Service

Metro Management Team



Department of the Treasury
Internal Revenue Service
Cincinnati, Oh 45999

In reply refer to: 0241594032
Mar 09, 2021 LTR 147C
41-1283074

CARRS TREE SERVICE INC
PO BOX 250
OTTERTAIL MN 56571-0250 504

Taxpayer Identification Number: 41-1283074

Form(s):

Dear Taxpayer:

Thank you for your telephone inquiry of March 9th, 2021.

Your Employer Identification Number (EIN) is 41-1283074. Please keep this letter in your permanent records. Enter your name and your EIN on all business federal tax forms and on related correspondence.

If you have any questions regarding this letter, please call our Customer Service Department at 1-800-829-0115 between the hours of 7:00 AM and 7:00 PM. If you prefer, you may write to us at the address shown at the top of the first page of this letter. When you write, please include a telephone number where you may be reached and the best time to call.

Sincerely,

Mrs. Miller
1003538639
Customer Service Representative

MINNESOTA DEPARTMENT OF AGRICULTURE

TREE CARE REGISTRY

CARRS TREE SERVICE INC
ATTN JILL CARLSON
307 STATE HWY 78
OTTERTAIL MN 56571



20106532 01/01/2025 12/31/2025
Registration No. Effective date Expiration date

CARRS TREE SERVICE INC
ATTN JILL CARLSON
PO BOX 250
OTTERTAIL MN 56571-0250

20106532 \$30.00 12/31/2025
Registration No. Registration Fee Expiration date

MINNESOTA DEPARTMENT OF AGRICULTURE

625 ROBERT STREET NORTH, ST. PAUL, MINNESOTA 55155-2538

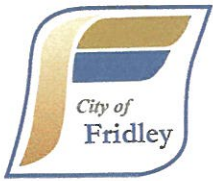
TREE CARE REGISTRY

CARRS TREE SERVICE INC
ATTN JILL CARLSON
307 STATE HWY 78
OTTERTAIL MN 56571



20106532 \$30.00 01/01/2025 12/31/2025
Registration No. Registration Fee Effective date Expiration date

This registration must be posted in a conspicuous place and is not transferable.
AG-00853 In accordance with the Americans With Disabilities Act, an alternative form of communication is available upon request.



Fridley Civic Campus

7071 University Ave N.E. Fridley, MN 55432
763-571-3450 | FAX: 763-571-1287 | FridleyMN.gov

6/24/2025

To Whom It May Be Concerned,

Since 2024, the City of Fridley has contracted with Carr's Tree Service on the successful implementation of numerous forestry projects including public tree removal from parks and boulevards, emergency storm work, tree removal in proximity to utility lines, and tree removal on private property. Work contracted to date has exceeded \$400,000 in value. Carr's Tree Service has met all contract obligations and restored all sites satisfactorily. They have also demonstrated a strong commitment to job site safety and a high level of technical skill in removing trees with restricted access. In our experience working with Carr's Tree Service, they have always been highly professional and responsive to both City staff and residents.

If you have further questions, I can be reached at 763-572-3594.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rachel Workin'.

Rachel Workin

Environmental Planner

6/25/25

To whom it may concern,

I have had the opportunity to work with Carr's Tree Service over the past three years. They have completed various tree removal, pruning, and stump grinding projects for the City of Burnsville. I am extremely impressed with their professionalism, workmanship, responsiveness, and attention to safety. They take a lot of pride in their work, and it shows. Residents have called multiple times to compliment and praise their work. I would definitely recommend them to any resident, property owner, or government agency that is looking to perform tree work.

Brian Ulvin
City of Burnsville
Forestry Supervisor
952-895-4508

Taylor Stockert – City of Apple Valley, MN
7100 147th St W
Apple Valley, MN 55124
952-953-2464
taylor.stockert@applevalleymn.gov

06-25-2025

To whom it may concern:

My name is Taylor Stockert and I am the natural resources technician for the City of Apple Valley. I am the City's arborist and primary contact for all forestry-related projects and programming. I am writing to you on behalf of Carr's Tree Service. The City and myself have worked closely with them on multiple projects since 2023 and I would highly recommend their services.

In 2023, they performed ash tree removals for a Minnesota DNR grant-funded project in select City parks. In 2024, they removed a combined 525 ash trees across three projects. In 2025, they took on a more complex project for the City where they are the primary contractor for a mass stump grinding and restoration. The project involves the grinding and restoration of 548 stumps, but approximately half of those stumps also require adjacent sidewalk replacement due to tree damage. For this, they have acquired a concrete subcontractor and are coordinating directly with them on the project.

Carr's has always done a great job for the City of Apple Valley. All the above-listed projects were completed on time or ahead of schedule and within the budget set. Their staff is knowledgeable and works well with our residents, their communication is consistent and timely, and their treatment and restoration of City infrastructure, parks, and facilities is excellent. We would not hesitate to hire them in the future.

If you have any questions or require additional information, please do not hesitate to reach out at the phone or email provided above.

Sincerely,



Taylor Stockert
Natural Resources Technician, City of Apple Valley



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/11/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Christensen Group 9855 West 78th Street, Ste 100 Eden Prairie MN 55344	CONTACT NAME: Matt Pinewski PHONE (A/C, No, Ext): (952) 653-1000 FAX (A/C, No): (952) 653-1100 E-MAIL ADDRESS: mpinewski@christensengroup.com
INSURED Carr's Tree Service Inc. PO Box 250 Otertail MN 56571	INSURER(S) AFFORDING COVERAGE INSURER A: Western National Mutual Insurance Company INSURER B: Western National Assurance Co INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES**CERTIFICATE NUMBER:** 25-26 LIABILITY**REVISION NUMBER:**

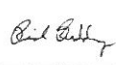
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR Contractual Liability included per policy provisions. GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☒ LOC OTHER:			CPP 1153686	01/01/2025	01/01/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Pest/Herb Lim Pollution \$ Included COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☒ Comp \$2000 ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY ☐ Coll \$2000			CPP 1153505	01/01/2025	01/01/2026	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
B	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000			UMB 1025675	01/01/2025	01/01/2026	PER STATUTE ☒ OTH-ER ☐ E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ N	N/A	WCV 1020577	01/01/2025	01/01/2026	A) Limit: \$650,000 A) Deductible: \$1,000 B) Limits: \$500/\$500/\$500
A/B	A) Leased/Rented Equip from Others B) North Dakota Stop Gap			CPP 1153687 / CPP 1153686	01/01/2025	01/01/2026	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Blaine is included as an Additional Insured under the General Liability and Auto Liability when required by written contract. Certificate Holder is included as an Additional Insured under the General Liability when required by written contract. 30 Days' Notice of Cancellation (other than non-payment of premium) under the General Liability, Auto Liability policy applies to the Certificate Holder.

CERTIFICATE HOLDER**CANCELLATION**

City of Blaine 10801 Town Square Dr NE Blaine MN 55449	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	--

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2.6 RESPONSIBLE CONTRACTOR VERIFICATION AND CERTIFICATION OF COMPLIANCE

PROJECT TITLE: 2025 Tree Removal Contractor

Minn. Stat. § 16C.285, Subd. 7. IMPLEMENTATION. ... any prime contractor or subcontractor that does not meet the minimum criteria in subdivision 3 or fails to verify that it meets those criteria is not a responsible contractor and is not eligible to be awarded a construction contract for the project or to perform work on the project.	
Minn. Stat. § 16C.285, Subd. 3. RESPONSIBLE CONTRACTOR, MINIMUM CRITERIA. "Responsible contractor" means a contractor that conforms to the responsibility requirements in the solicitation document for its portion of the work on the project and verifies that it meets the following minimum criteria:	
(1)	The Contractor: (i) is in compliance with workers' compensation and unemployment insurance requirements; (ii) is currently registered with the Department of Revenue and the Department of Employment and Economic Development if it has employees; (iii) has a valid federal tax identification number or a valid Social Security number if an individual; and (iv) has filed a certificate of authority to transact business in Minnesota with the Secretary of State if a foreign corporation or cooperative.
(2)	The contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated section 177.24, 177.25, 177.41 to 177.44, 181.13, 181.14, or 181.722, and has not violated United States Code, title 29, sections 201 to 219, or United States Code, title 40, sections 3141 to 3148. For purposes of this clause, a violation occurs when a contractor or related entity: (i) repeatedly fails to pay statutorily required wages or penalties on one or more separate projects for a total underpayment of \$25,000 or more within the three-year period; (ii) has been issued an order to comply by the commissioner of Labor and Industry that has become final; (iii) has been issued at least two determination letters within the three-year period by the Department of Transportation finding an underpayment by the contractor or related entity to its own employees; (iv) has been found by the commissioner of Labor and Industry to have repeatedly or willfully violated any of the sections referenced in this clause pursuant to section 177.27;

	(v) has been issued a ruling or findings of underpayment by the administrator of the Wage and Hour Division of the United States Department of Labor that have become final or have been upheld by an administrative law judge or the Administrative Review Board; or (vi) has been found liable for underpayment of wages or penalties or misrepresenting a construction worker as an independent contractor in an action brought in a court having jurisdiction. Provided that, if the contractor or related entity contests a determination of underpayment by the Department of Transportation in a contested case proceeding, a violation does not occur until the contested case proceeding has concluded with a determination that the contractor or related entity underpaid wages or penalties;*
(3)	The contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated section 181.723 or chapter 326B. For purposes of this clause, a violation occurs when a contractor or related entity has been issued a final administrative or licensing order;*
(4)	The contractor or related entity has not, more than twice during the three-year period before submitting the verification, had a certificate of compliance under section 363A.36 revoked or suspended based on the provisions of section 363A.36, with the revocation or suspension becoming final because it was upheld by the Office of Administrative Hearings or was not appealed to the office;*
(5)	The contractor or related entity has not received a final determination assessing a monetary sanction from the Department of Administration or Transportation for failure to meet targeted group business, disadvantaged business enterprise, or veteran-owned business goals, due to a lack of good faith effort, more than once during the three-year period before submitting the verification;* * Any violations, suspensions, revocations, or sanctions, as defined in clauses (2) to (5), occurring prior to July 1, 2014, shall not be considered in determining whether a contractor or related entity meets the minimum criteria.
(6)	The contractor or related entity is not currently suspended or debarred by the federal government or the state of Minnesota or any of its departments, commissions, agencies, or political subdivisions; and
(7)	All subcontractors that the contractor intends to use to perform project work have verified to the contractor through a signed statement under oath by an owner or officer that they meet the minimum criteria listed in clauses (1) to (6).

Minn. Stat. § 16C.285, Subd. 5. SUBCONTRACTOR VERIFICATION.

A prime contractor or subcontractor shall include in its verification of compliance under subdivision 4 a list of all of its first-tier subcontractors that it intends to retain for work on the project.

If a prime contractor or any subcontractor retains additional subcontractors on the project after submitting Attachments A and A-1 verification of compliance, the prime contractor or subcontractor

shall obtain verifications of compliance from each additional subcontractor with which it has a direct contractual relationship and shall submit a supplemental verification, see Section 00 43 36 for Attachment A-2, confirming compliance with subdivision 3, clause (7), within 14 days of retaining the additional subcontractors.

A prime contractor shall submit to the contracting authority upon request copies of the signed verifications of compliance from all subcontractors of any tier pursuant to subdivision 3, clause (7). A prime contractor and subcontractors shall not be responsible for the false statements of any subcontractor with which they do not have a direct contractual relationship. A prime contractor and subcontractors shall be responsible for false statements by their first-tier subcontractors with which they have a direct contractual relationship only if they accept the verification of compliance with actual knowledge that it contains a false statement.

Minn. Stat. § 16C.285, Subd. 4. VERIFICATION OF COMPLIANCE.

A contractor responding to a solicitation document of a contracting authority shall submit to the contracting authority a signed statement under oath by an owner or officer verifying compliance with each of the minimum criteria in subdivision 3 at the time that it responds to the solicitation document.

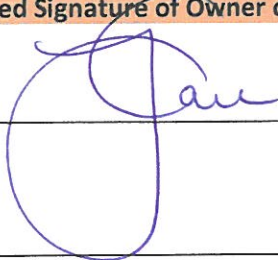
A contracting authority may accept a sworn statement as sufficient to demonstrate that a contractor is a responsible contractor and shall not be held liable for awarding a contract in reasonable reliance on that statement. Failure to verify compliance with any one of the minimum criteria or a false statement under oath in a verification of compliance shall render the prime contractor or subcontractor that makes the false statement ineligible to be awarded a construction contract on the project for which the verification was submitted.

A false statement under oath verifying compliance with any of the minimum criteria may result in termination of a construction contract that has already been awarded to a prime contractor or subcontractor that submits a false statement. A contracting authority shall not be liable for declining to award a contract or terminating a contract based on a reasonable determination that the contractor failed to verify compliance with the minimum criteria or falsely stated that it meets the minimum criteria.

CERTIFICATION

By signing this document, I certify that I am an owner or officer of the company, and I swear under oath that:

- 1) My company meets each of the Minimum Criteria to be a responsible contractor as defined herein and is in compliance with Minn. Stat. § 16C.285,**
- 2) I have included Attachment A-1 with my company's solicitation response, and**
- 3) If my company is awarded a contract, I will also submit Attachment A-2 as required.**

Authorized Signature of Owner or Officer: 	Printed Name: Jake Carr
Title: C.E.O	Date: July 8th, 2025
Company Name: Carr's Tree Service, Inc.	

NOTE: Minn. Stat. § 16C.285, Subd. 2, (c) If only one prime contractor responds to a solicitation document, a contracting authority may award a construction contract to the responding prime contractor even if the minimum criteria in subdivision 3 are not met.

2.5 NON-COLLUSION AFFIDAVIT

The following Non-Collusion Affidavit shall be executed by the proposer:

State of Minnesota, County of Otter Tail _____)

I, Jake Carr _____, do state under penalty of (name of person signing this affidavit)
perjury under 28 U.S.C. 1746 of the laws of the United States:

and that I have the authority to make this affidavit for and on behalf of said proposer;

- (1) that, in connection with this proposal, the said proposer has not either directly or indirectly entered into any agreement, participated in any collusion or otherwise taken any action in restraint of free competitive bidding;
- (2) that, to the best of my knowledge and belief, the contents of this proposal have not been communicated by the bidder or by any of his/her employees or agents to any person who is not an employee or agent of the bidder or of the surety on any bond furnished with the proposal and will not be communicated to any person who is not an employee or agent of the bidder or of said surety prior to the official opening of the proposal, and Carr's Tree Service, Inc.

(name of person, partnership or corporation submitting this proposal)

- (4) that, I have fully informed myself regarding the accuracy of the statements made in this declaration.

Signed: _____

(Bidder or their authorized representative)



Jill Carlson

City of Blaine, Minnesota

Bid Worksheet

DBH (inches)	Cost per Tree (Includes Stump Removal and Restoration)	
0-6	\$18.00	Total/Tree \$90.00
6.1-7.9	\$18.00	Total/Tree \$108.00
8.0-9.9	\$20.00	Total /Tree \$160.00
10.0-11.9	\$20.00	Total/Tree \$200.00
12-13.9	\$25.00	Total/Tree \$300.00
14.0-15.9	\$30.00	Total/Tree \$420.00
16.0-17.9	\$30.00	Total/Tree \$480.00
18.0-19.9	\$34.00	Total/Tree \$612.00
20.0-21.9	\$34.00	Total/Tree \$680.00
22.0-23.9	\$34.00	Total/Tree \$748.00
24.0-25.9	\$36.00	Total/Tree \$864.00
26.0-27.9	\$36.00	Total/Tree \$936.00
28.0-29.9	\$38.00	Total/Tree \$1,064.00
30.0-31.9	\$39.00	Total/Tree \$1,170.00
32.0-33.9	\$38.00	Total/Tree \$1,216.00
34.0-35.9	\$41.00	Total/Tree \$1,394.00
36.0-37.9	\$44.00	Total/Tree \$1,584.00
38+	\$50.00	Total/Tree \$2,000.00
Special Bid	\$275.00/hr + Crane Rate	

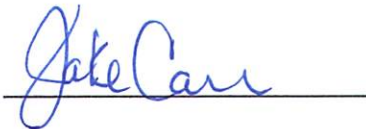
Carr's Tree Service, Inc.

P.O. Box 250

Ottertail, MN 56571

218-367-3355

carrsts@carrstreeservice.com



Jake Carr, C.E.O

City of Blaine, Minnesota

Bid Worksheet

DBH (inches)	Cost per Tree (Includes Stump Removal and Restoration)	
0-6	\$18.00	Total/Tree \$90.00
6.1-7.9	\$18.00	Total/Tree \$108.00
8.0-9.9	\$20.00	Total /Tree \$160.00
10.0-11.9	\$20.00	Total/Tree \$200.00
12-13.9	\$25.00	Total/Tree \$300.00
14.0-15.9	\$30.00	Total/Tree \$420.00
16.0-17.9	\$30.00	Total/Tree \$480.00
18.0-19.9	\$34.00	Total/Tree \$612.00
20.0-21.9	\$34.00	Total/Tree \$680.00
22.0-23.9	\$34.00	Total/Tree \$748.00
24.0-25.9	\$36.00	Total/Tree \$864.00
26.0-27.9	\$36.00	Total/Tree \$936.00
28.0-29.9	\$38.00	Total/Tree \$1,064.00
30.0-31.9	\$39.00	Total/Tree \$1,170.00
32.0-33.9	\$38.00	Total/Tree \$1,216.00
34.0-35.9	\$41.00	Total/Tree \$1,394.00
36.0-37.9	\$44.00	Total/Tree \$1,584.00
38+	\$50.00	Total/Tree \$2,000.00
Special Bid	\$275.00/hr + Crane Rate	

Carr's Tree Service, Inc.

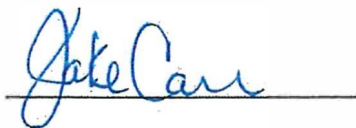
P.O. Box 250

Average cost per tree- \$707

Ottertail, MN 56571

218-367-3355

carrsts@carrstreeservice.com



Jake Carr, C.E.O

City of Blaine, Minnesota

Upper Cut Tree

Bid Worksheet

DBH (inches)	Cost per Tree (Includes Stump Removal and Restoration)
0-6	45
6.1-7.9	55
8.0-9.9	95
10.0-11.9	295
12-13.9	564
14.0-15.9	600
16.0-17.9	725
18.0-19.9	825
20.0-21.9	900
22.0-23.9	1050
24.0-25.9	1325
26.0-27.9	1425
28.0-29.9	1650
30.0-31.9	2100
32.0-33.9	2325
34.0-35.9	2825
36.0-37.9	3515
38+	-
Special Bid	-

Average cost per tree- \$1199

City of Blaine, Minnesota

Andover Tree Care

Bid Worksheet

DBH (inches)	Cost per Tree (Includes Stump Removal and Restoration)
0-6	\$373
6.1-7.9	\$384
8.0-9.9	\$446
10.0-11.9	\$482
12-13.9	\$729
14.0-15.9	\$1,071
16.0-17.9	\$1,140
18.0-19.9	\$1,192
20.0-21.9	\$1,285
22.0-23.9	\$1,664
24.0-25.9	\$1,855
26.0-27.9	\$2,340
28.0-29.9	\$2,711
30.0-31.9	\$2,842
32.0-33.9	\$2,964
34.0-35.9	\$2,996
36.0-37.9	\$3,042
38+	\$3,180
Special Bid	

Average cost per tree- \$1619

City of Blaine, Minnesota

Precision Landscape & Tree
 Josh Hielsberg MN-4556A
Josh Hielsberg

Bid Worksheet

DBH (inches)	Cost per Tree (Includes Stump Removal and Restoration)
0-6	\$745
6.1-7.9	\$992
8.0-9.9	\$1,231
10.0-11.9	\$1,562
12-13.9	\$1,826
14.0-15.9	\$2,125
16.0-17.9	\$2,413
18.0-19.9	\$2,729
20.0-21.9	\$3,080
22.0-23.9	\$3,530
24.0-25.9	\$3,975
26.0-27.9	\$4,430
28.0-29.9	\$4,738
30.0-31.9	\$5,050
32.0-33.9	\$5,725
34.0-35.9	\$6,550
36.0-37.9	\$7,110
38+	\$7,556
Special Bid	Anything needing a Crane or specialized equipment, Agreed on by both parties

Average cost per tree- \$3401



City of Blaine Staff Report

File Number: RES 25-121

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

Administration - Daniel Schluender, Director of Engineering

Agenda Item # 10.2

Resolution Accepting a Quote from Dresel Contracting in the Amount of \$66,154.93 for 2025 Miscellaneous Sanitary Sewer Repairs Project, Improvement Project No's. 25-07.

Executive Summary

City staff have identified various sanitary sewer issues in need of repair. The City has requested quotes for sanitary sewer repairs in two separate locations within the City.

Location A (Project # U2507)

6th Street NE at 109th Avenue NE. This project will consist of excavating and removing existing sanitary sewer pipe and bends, replacing the pipe in-kind, installing a new drop manhole, and restoring and patching the existing street.

Location B (Project # U2526)

Jefferson Street NE at 89th Avenue NE. This project will consist of excavating and removing existing sanitary sewer service pipe and bends, replacing the pipe in-kind, and restoring and patching the existing bituminous street

Quotes were sent to 3 contractors to bid on the project plans and specification requirements for City Improvement Project Numbers U2507 & U2526.

Background

Quotes were due electronically by 4:00 PM, July 8, 2025, for Project No's. 25-07 & 25-26. A total of 1 quote was received in the amount of \$66,154.93. The lowest quotes and Engineer's estimate are as follows:

Location A (U2507)	Location B (U2526)	Total
-----------------------	-----------------------	-------

Engineer's Estimate	\$61,838.38	\$25,198.80	\$87,037.18
Dresel Contracting	\$66,154.93	\$40,431.22	\$106,586.15

Quotes have been checked and tabulated, and it has been determined that Dresel Contracting, Inc. of Chisago City, Minnesota is the lowest bidder. The Engineering Department has worked with Dresel Contracting on previous contracts and recommends that the low bid be accepted, and a contract entered into with Dresel Contracting, Inc.

The Location A project was budgeted for and has sufficient funds to complete this project as bid. The Location B project was not budgeted for and would need to be paid out of the Sewer operating funds. Due to the higher than anticipated bid the operating funds will not be sufficient to cover this portion of the project. Staff recommends that only Location A project in the amount of \$66,154.93, be awarded at this time.

City Council is also asked to approve a 10% contingency to bring the total project budget to \$72,770.31. The funding source for this project is \$80,000 from the Sewer CIP Fund for project U2507. There are sufficient funds budgeted to cover these costs.

Strategic Plan Relationship

This project aligns with the City's strategic plan goal of well-maintained infrastructure by providing high-quality sewer systems.

Board/Commission Review

N/A

Financial Impact

Project U2507 will be funded by Public Utility Funds. In the 2025-2029 Capital Improvement Plan (CIP), this project was approved for \$80,000. If approved, this contract will bring the total amount encumbered to \$72,770.42, which includes the 10% contingency.

	Project Cost	Appropriated Budget Amount
Sewer Utility Capital Fund (U2507)		\$80,000
Dresel Contracting Bid	\$66,154.93	
10% contingency	\$6,615.49	
TOTAL	\$72,770.42	\$80,000.00

Public Outreach/Input

N/A

Staff Recommendation

By motion approve an agreement with Dresel Contracting, Inc in the amount of \$66,154.93 for 2025 Miscellaneous Sanitary Sewer Repairs Project, Improvement Project No's. 25-07.

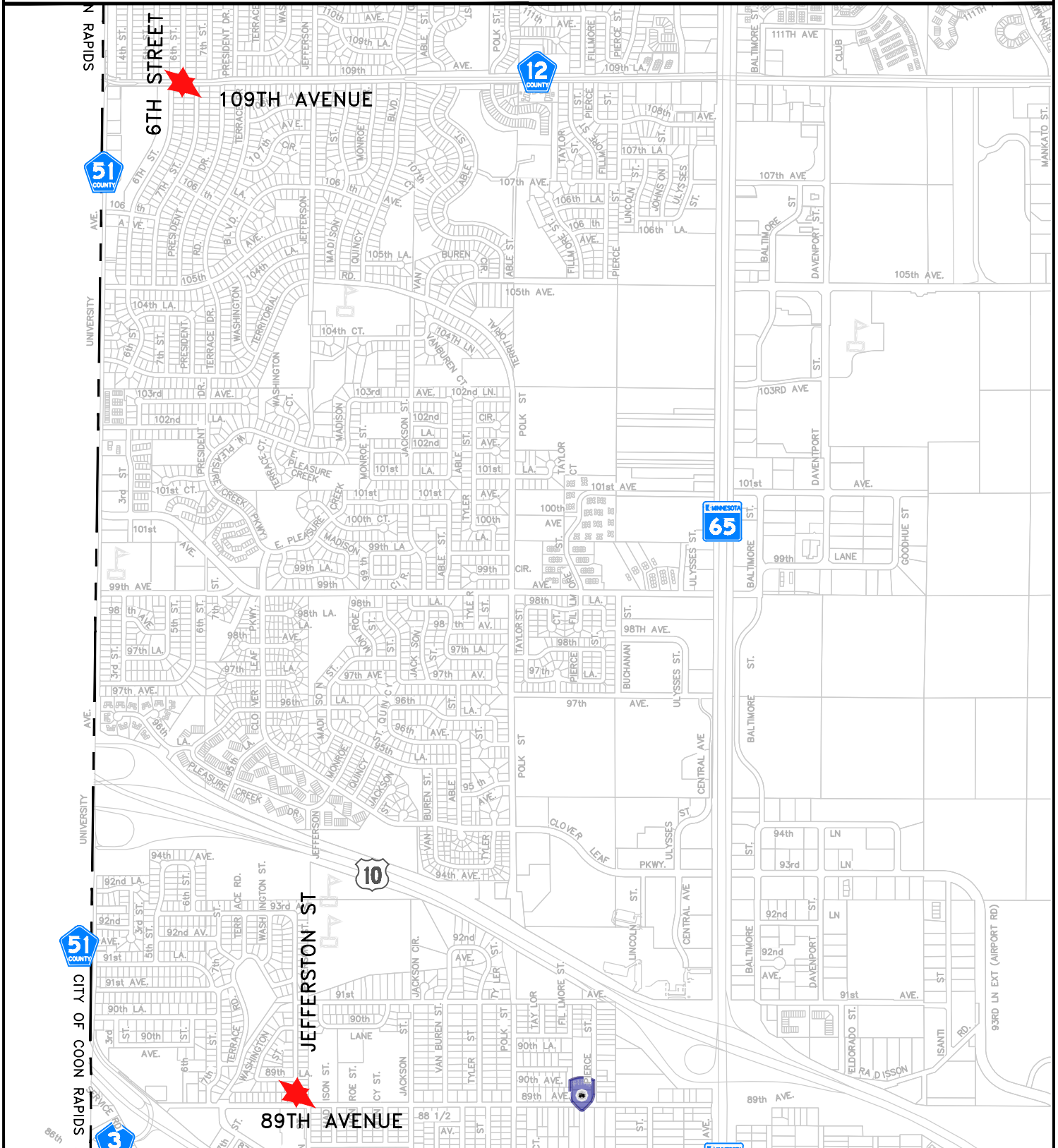
Attachment List

1. LOCATION EXH
2. 2025 Blaine Sanitary Sewer Repairs Eng Est
3. Blaine Sanitary Sewer Repair Quote 7-8-25



2025 BLAINE SANITARY SEWER REPAIRS

 – PROPOSED PROJECT LOCATION



CITY OF BLAINE
2025 MISC. SANITARY SEWER REPAIRS
PROJECT NO. 25-07 and 25-26
ENGINEER'S ESTIMATE

6/12/25

BID SCHEDULE A - 6TH STREET @ 109TH AVENUE (25-07)

Item No.	Spec No.	Description	Unit	Estimated Quantity	Unit Price	Estimated Total
1	2021.501	MOBILIZATION	LS	1	\$4,612.50	\$4,612.50
2	2011.601	CONSTRUCTION SURVEYING	LS	1	\$2,000.00	\$2,000.00
3	2104.504	REMOVE BITUMINOUS	SY	207	\$5.00	\$1,035.00
4	2104.504	REMOVE SANITARY SEWER PIPE AND BENDS	LF	54	\$5.00	\$270.00
5	2105.601	DEWATERING	LS	1	\$10,000.00	\$10,000.00
6	2211.509	AGGREGATE BASE CLASS 5 (LV)	CY	29	\$75.00	\$2,175.00
7	2360.509	TYPE SP 12.5 WEARING COURSE MIXTURE (4.C)	TON	51	\$200.00	\$10,200.00
8	2503.503	8" PVC SDR 26 PIPE	LF	54	\$150.00	\$8,100.00
9	2506.502	CONST SANITARY STRUCTURE - SPECIAL	EACH	1	\$10,000.00	\$10,000.00
10	2563.901	TRAFFIC CONTROL	LS	2	\$2,500.00	\$5,000.00
11	2573.502	STORM DRAIN INLET PROTECTION	EACH	2	\$190.00	\$380.00

BID SCHEDULE A - 6TH STREET @ 109TH AVENUE (25-07) \$53,772.50

BID SCHEDULE B - JEFFERSON STREET @ 89TH AVENUE (25-26)

Item No.	Spec No.	Description	Unit	Estimated Quantity	Unit Price	Estimated Total
12	2021.501	MOBILIZATION	LS	1	\$1,992.00	\$1,992.00
13	2011.601	CONSTRUCTION SURVEYING	LS	1	\$1,000.00	\$1,000.00
14	2104.504	REMOVE CONCRETE CURB AND GUTTER	LF	26	\$5.00	\$130.00
15	2104.504	REMOVE BITUMINOUS	SY	43	\$5.00	\$215.00
16	2104.504	REMOVE SANITARY SEWER PIPE AND BENDS	LF	16	\$5.00	\$80.00
17	2105.601	DEWATERING	LS	1	\$10,000.00	\$10,000.00
18	2211.509	AGGREGATE BASE CLASS 5 (LV)	CY	7	\$75.00	\$525.00
19	2360.509	TYPE SP 12.5 WEARING COURSE MIXTURE (4.C)	TON	11	\$200.00	\$2,200.00
20	2531.503	CONCRETE CURB AND GUTTER DESIGN B618	LF	26	\$65.00	\$1,690.00
21	2503.503	4" SCHEDULE 40 PIPE	LF	16	\$75.00	\$1,200.00
22	2563.901	TRAFFIC CONTROL	LS	1	\$2,000.00	\$2,000.00
23	2573.502	STORM DRAIN INLET PROTECTION	EACH	2	\$190.00	\$380.00
24	2575.501	TURF ESTABLISHMENT	LS	1	\$500.00	\$500.00

BID SCHEDULE B - JEFFERSON STREET @ 89TH AVENUE (25-26) \$21,912.00

BID SCHEDULE A - 6TH STREET @ 109TH AVENUE (25-07)	\$53,772.50
15% CONTINGENCY	\$8,065.88
TOTAL	\$61,838.38

BID SCHEDULE B - JEFFERSON STREET @ 89TH AVENUE (25-26)	\$21,912.00
15% CONTINGENCY	\$3,286.80
TOTAL	\$25,198.80

QUOTE FORM

REVISED 6/24/25

**2025 BLAINE SANITARY SEWER REPAIR PROJECT
CITY PROJECT NO. 25-07 AND 25-26**

BID SCHEDULE A - 6TH STREET @ 109TH AVENUE (25-07)

ITEM NO.	SPEC. REF.	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
1	2021.501	MOBILIZATION	LS	1	\$7,836.00	
2	2011.601	CONSTRUCTION SURVEYING	LS	1	\$2,400.00	
3	2104.504	REMOVE BITUMINOUS	SY	207	\$6.17	
4	2104.504	REMOVE SANITARY SEWER PIPE AND BENDS	LF	54	\$22.22	
5	2105.601	DEWATERING	LS	1	\$9,000.00	
6	2211.509	AGGREGATE BASE CLASS 5 (LV)	CY	29	\$84.62	
7	2360.509	TYPE SP 12.5 WEARING COURSE MIXTURE (4,C)	TON	51	\$240.00	
8	2503.503	8" PVC SDR 26 PIPE	LF	54	\$234.22	
9	2506.502	CONST SANITARY STRUCTURE - SPECIAL	EACH	1	\$8,400.00	
10	2563.901	TRAFFIC CONTROL	LS	2	\$4,200.00	
11	2573.502	STORM DRAIN INLET PROTECTION	EACH	2	\$150.00	

TOTAL QUOTE \$66,154.93

BID SCHEDULE B - JEFFERSON STREET @ 89TH AVENUE (25-26)

ITEM NO.	SPEC. REF.	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
12	2021.501	MOBILIZATION	LS	1	\$7,836.00	
13	2011.601	CONSTRUCTION SURVEYING	LS	1	\$1,800.00	
14	2104.504	REMOVE CONCRETE CURB AND GUTTER	LF	26	\$12.81	
15	2104.504	REMOVE BITUMINOUS	SY	43	\$16.12	
16	2104.504	REMOVE SANITARY SEWER PIPE AND BENDS	LF	16	\$75.00	
17	2105.601	DEWATERING	LS	1	\$9,000.00	
18	2211.509	AGGREGATE BASE CLASS 5 (LV)	CY	7	\$123.00	
19	2360.509	TYPE SP 12.5 WEARING COURSE MIXTURE (4,C)	TON	11	\$240.00	
20	2531.503	CONCRETE CURB AND GUTTER DESIGN B618	LF	26	\$72.00	
21	2503.503	6" SCHEDULE 40 PIPE	LF	16	\$606.00	
22	2563.901	TRAFFIC CONTROL	LS	1	\$3,000.00	
23	2573.502	STORM DRAIN INLET PROTECTION	EACH	2	\$150.00	
24	2575.501	TURF ESTABLISHMENT	LS	1	\$1,200.00	

TOTAL QUOTE \$40,431.22

NOTES:

1. SUBMIT QUOTES BY 4:00 P.M. JULY 8, 2025.
2. CITY COUNCIL WILL CONSIDER AWARD OF CONTRACTS AT THEIR REGULAR MEETING HELD ON JULY 7, 2025.
3. PROJECT COMPLETION DATE IS SEPTEMBER 22, 2025

WINNING CONTRACTOR WILL BE NOTIFIED BY THE CITY AND REQUIRED TO SUBMIT A \$5000 ESCROW, SIGN A COMPLETED AGREEMENT FROM AND PROVIDED PROOF OF INSURANCE CONSISTENT WITH THE DOCUMENTS INCLUDED WITH THE QUOTE PACKAGE PRIOR TO THE START OF CONSTRUCTION.

Submitted by: Dresel Contracting, Inc.

COMPANY

SIGNATURE

Josh Dresel, President

07/08/2025

TITLE

DATE

**ATTACHMENT A
PRIME CONTRACTOR RESPONSE**

RESPONSIBLE CONTRACTOR VERIFICATION AND CERTIFICATION OF COMPLIANCE

PROJECT NUMBER: 2025 Blaine Sanitary Sewer Repairs Project

This form includes changes by statutory references from the Laws of Minnesota 2015, chapter 64, sections 1-9. This form must be submitted with the response to this solicitation. A response received without this form, will be rejected.

Minn. Stat. § 16C.285, Subd. 7. **IMPLEMENTATION.** ... any prime contractor or subcontractor or motor carrier that does not meet the minimum criteria in subdivision 3 or fails to verify that it meets those criteria is not a responsible contractor and is not eligible to be awarded a construction contract for the project or to perform work on the project...

Minn. Stat. § 16C.285, Subd. 3. **RESPONSIBLE CONTRACTOR, MINIMUM CRITERIA.** "Responsible contractor" means a contractor that conforms to the responsibility requirements in the solicitation document for its portion of the work on the project and verifies that it meets the following minimum criteria:

- | | |
|-----|---|
| (1) | <p>The Contractor:</p> <ul style="list-style-type: none">(i) is in compliance with workers' compensation and unemployment insurance requirements;(ii) is in compliance with Department of Revenue and Department of Employment and Economic Development registration requirements if it has employees;(iii) has a valid federal tax identification number or a valid Social Security number if an individual; and(iv) has filed a certificate of authority to transact business in Minnesota with the Secretary of State if a foreign corporation or cooperative. |
| (2) | <p>The contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated section 177.24, 177.25, 177.41 to 177.44, 181.03, 181.101, 181.13, 181.14, or 181.722, and has not violated United States Code, title 29, sections 201 to 219, or United States Code, title 40, sections 3141 to 3148. For purposes of this clause, a violation occurs when a contractor or related entity:</p> <ul style="list-style-type: none">(i) repeatedly fails to pay statutorily required wages or penalties on one or more separate projects for a total underpayment of \$25,000 or more within the three-year period, provided that a failure to pay is "repeated" only if it involves two or more separate and distinct occurrences of underpayment during the three-year period;(ii) has been issued an order to comply by the commissioner of Labor and Industry that has become final;(iii) has been issued at least two determination letters within the three-year period by the Department of Transportation finding an underpayment by the contractor or related entity to its own employees;(iv) has been found by the commissioner of Labor and Industry to have repeatedly or willfully violated any of the sections referenced in this clause pursuant to section 177.27;(v) has been issued a ruling or findings of underpayment by the administrator of the Wage and Hour Division of the United States Department of Labor that have become final or have been upheld by an administrative law judge or the Administrative Review Board; or(vi) has been found liable for underpayment of wages or penalties or misrepresenting a construction worker as an independent contractor in an action brought in a court having jurisdiction. Provided that, if the contractor or related entity contests a determination of underpayment by the Department of Transportation in a contested case proceeding, a violation does not occur until the contested case proceeding has concluded with a determination that the contractor or related entity underpaid wages or penalties;* |

(3)	The contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated section 181.723 or chapter 326B. For purposes of this clause, a violation occurs when a contractor or related entity has been issued a final administrative or licensing order;*
(4)	The contractor or related entity has not, more than twice during the three-year period before submitting the verification, had a certificate of compliance under section 363A.36 revoked or suspended based on the provisions of section 363A.36, with the revocation or suspension becoming final because it was upheld by the Office of Administrative Hearings or was not appealed to the office;*
(5)	The contractor or related entity has not received a final determination assessing a monetary sanction from the Department of Administration or Transportation for failure to meet targeted group business, disadvantaged business enterprise, or veteran-owned business goals, due to a lack of good faith effort, more than once during the three-year period before submitting the verification;*
	* Any violations, suspensions, revocations, or sanctions, as defined in clauses (2) to (5), occurring prior to July 1, 2014, shall not be considered in determining whether a contractor or related entity meets the minimum criteria.
(6)	The contractor or related entity is not currently suspended or debarred by the federal government or the state of Minnesota or any of its departments, commissions, agencies, or political subdivisions that have authority to debar a contractor; and
(7)	All subcontractors and motor carriers that the contractor intends to use to perform project work have verified to the contractor through a signed statement under oath by an owner or officer that they meet the minimum criteria listed in clauses (1) to (6).

Minn. Stat. § 16C.285, Subd. 5. **SUBCONTRACTOR VERIFICATION.**

A prime contractor or subcontractor shall include in its verification of compliance under subdivision 4 a list of all of its first-tier subcontractors that it intends to retain for work on the project. Prior to execution of a construction contract, and as a condition precedent to the execution of a construction contract, the apparent successful prime contractor shall submit to the contracting authority a supplemental verification under oath confirming compliance with subdivision 3, clause (7). Each contractor or subcontractor shall obtain from all subcontractors with which it will have a direct contractual relationship a signed statement under oath by an owner or officer verifying that they meet all of the minimum criteria in subdivision 3 prior to execution of a construction contract with each subcontractor.

If a prime contractor or any subcontractor retains additional subcontractors on the project after submitting its verification of compliance, the prime contractor or subcontractor shall obtain verifications of compliance from each additional subcontractor with which it has a direct contractual relationship and shall submit a supplemental verification confirming compliance with subdivision 3, clause (7), within 14 days of retaining the additional subcontractors.

A prime contractor shall submit to the contracting authority upon request copies of the signed verifications of compliance from all subcontractors of any tier pursuant to subdivision 3, clause (7). A prime contractor and subcontractors shall not be responsible for the false statements of any subcontractor with which they do not have a direct contractual relationship. A prime contractor and subcontractors shall be responsible for false statements by their first-tier subcontractors with which they have a direct contractual relationship only if they accept the verification of compliance with actual knowledge that it contains a false statement.

Subd. 5a. Motor carrier verification. A prime contractor or subcontractor shall obtain annually from all motor carriers with which it will have a direct contractual relationship a signed statement under oath by an owner or officer verifying that they meet all of the minimum criteria in subdivision 3 prior to execution of a construction contract with each motor carrier. A prime contractor or subcontractor shall require each such motor carrier to provide it with immediate written notification in the event that the motor carrier no longer meets one or more of the minimum criteria in subdivision 3 after submitting its annual verification. A motor carrier shall be ineligible to perform work on a project covered by this section if it does not meet all the minimum criteria in subdivision 3. Upon request, a prime contractor or subcontractor shall submit to the contracting authority the signed verifications of compliance from all motor carriers providing for-hire transportation of materials, equipment, or supplies for a project.

Minn. Stat. § 16C.285, Subd. 4. **VERIFICATION OF COMPLIANCE.**

A contractor responding to a solicitation document of a contracting authority shall submit to the contracting authority a signed statement under oath by an owner or officer verifying compliance with each of the minimum criteria in subdivision 3, with the exception of clause (7), at the time that it responds to the solicitation document.

A contracting authority may accept a signed statement under oath as sufficient to demonstrate that a contractor is a responsible contractor and shall not be held liable for awarding a contract in reasonable reliance on that statement. A prime contractor, subcontractor, or motor carrier that fails to verify compliance with any one of the required minimum criteria or makes a false statement under oath in a verification of compliance shall be ineligible to be awarded a construction contract on the project for which the verification was submitted.

A false statement under oath verifying compliance with any of the minimum criteria may result in termination of a construction contract that has already been awarded to a prime contractor or subcontractor or motor carrier that submits a false statement. A contracting authority shall not be liable for declining to award a contract or terminating a contract based on a reasonable determination that the contractor failed to verify compliance with the minimum criteria or falsely stated that it meets the minimum criteria. A verification of compliance need not be notarized. An electronic verification of compliance made and submitted as part of an electronic bid shall be an acceptable verification of compliance under this section provided that it contains an electronic signature as defined in section 325L.02, paragraph (h).

CERTIFICATION

By signing this document I certify that I am an owner or officer of the company, and I certify under oath that:

- 1) My company meets each of the Minimum Criteria to be a responsible contractor as defined herein and is in compliance with Minn. Stat. § 16C.285, and
- 2) if my company is awarded a contract, I will submit Attachment A-1 prior to contract execution, and
- 3) if my company is awarded a contract, I will also submit Attachment A-2 as required.

Authorized Signature of Owner or Officer:



Printed Name:

Josh Dresel

Title:

President

Date:

07/08/2025

Company Name:

Dresel Contracting, Inc.

NOTE: Minn. Stat. § 16C.285, Subd. 2, (c) If only one prime contractor responds to a solicitation document, a contracting authority may award a construction contract to the responding prime contractor even if the minimum criteria in subdivision 3 are not met.

ATTACHMENT A-1

FIRST-TIER SUBCONTRACTORS LIST

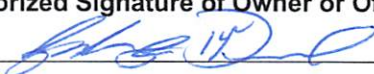
SUBMIT PRIOR TO EXECUTION OF A CONSTRUCTION CONTRACT

PROJECT NUMBER: 2025 Blaine Sanitary Sewer Repairs Project

Minn. Stat. § 16C.285, Subd. 5. A prime contractor or subcontractor shall include in its verification of compliance under subdivision 4 a list of all of its first-tier subcontractors that it intends to retain for work on the project. Prior to execution of a construction contract, and as a condition precedent to the execution of a construction contract, the apparent successful prime contractor shall submit to the contracting authority a supplemental verification under oath confirming compliance with subdivision 3, clause (7). Each contractor or subcontractor shall obtain from all subcontractors with which it will have a direct contractual relationship a signed statement under oath by an owner or officer verifying that they meet all of the minimum criteria in subdivision 3 prior to execution of a construction contract with each subcontractor.

FIRST TIER SUBCONTRACTOR NAMES* (Legal name of company as registered with the Secretary of State)	Name of city where company home office is located

*Attach additional sheets as needed for submission of all first-tier subcontractors.

SUPPLEMENTAL CERTIFICATION FOR ATTACHMENT A-1	
By signing this document I certify that I am an owner or officer of the company, and I certify under oath that: All first-tier subcontractors listed on attachment A-1 have verified through a signed statement under oath by an owner or officer that they meet the minimum criteria to be a responsible contractor as defined in Minn. Stat. § 16C.285.	
Authorized Signature of Owner or Officer: 	Printed Name: Josh Dresel
Title: President	Date: 07/08/2025
Company Name: Dresel Contracting, Inc.	

*Will Supply if Apparent Low Bid

ATTACHMENT A-2

ADDITIONAL SUBCONTRACTORS LIST

PRIME CONTRACTOR TO SUBMIT AS SUBCONTRACTORS ARE ADDED TO THE PROJECT

PROJECT NUMBER: 2025 Blaine Sanitary Sewer Repairs Project

This form must be submitted to the Project Manager or individual as identified in the solicitation document.

Minn. Stat. § 16C.285, Subd. 5. ... If a prime contractor or any subcontractor retains additional subcontractors on the project after submitting its verification of compliance, the prime contractor or subcontractor shall obtain verifications of compliance from each additional subcontractor with which it has a direct contractual relationship and shall submit a supplemental verification confirming compliance with subdivision 3, clause (7), within 14 days of retaining the additional subcontractors. ...

ADDITIONAL SUBCONTRACTOR NAMES* (Legal name of company as registered with the Secretary of State)	Name of city where company home office is located

*Attach additional sheets as needed for submission of all additional subcontractors.

SUPPLEMENTAL CERTIFICATION FOR ATTACHMENT A-2

By signing this document I certify that I am an owner or officer of the company, and I certify under oath that:

All additional subcontractors listed on Attachment A-2 have verified through a signed statement under oath by an owner or officer that they meet the minimum criteria to be a responsible contractor as defined in Minn. Stat. § 16C.285.

Authorized Signature of Owner or Officer:



Printed Name:

Josh Dresel

Title:

President

Date:

07/08/2025

Company Name:

Dresel Contracting, Inc.

*Will Supply if Apparent Low Bid