



City of Blaine

Economic Development Authority

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

MINUTES

1. Call to Order

The meeting was called to order at 8:40PM by President Sanders followed by the Roll Call.

2. Roll Call

PRESENT: President Tim Sanders, Commissioners 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; Community Development Specialist Elizabeth Showalter; Communications Manager Ben Hayle; and City Clerk Catherine Sorensen.

3. Approval of Minutes

3.1. 2025-157 Approval of the June 2, 2025 Economic Development Authority (EDA) Minutes.

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

Moved by Commissioner Robertson, seconded by Commissioner Massoglia, that the minutes of June 2, 2025, be approved.

Motion adopted unanimously.

4. New Business

- 4.1.** RES 25-107 Resolution Appointing Interim City Manager as the Interim Executive Director of the EDA
Sponsors: Erik Thorvig, Interim City Manager/Community Development Director

Interim City Manager/Community Development Director Thorvig stated on June 17, 2025, Community Development Director Erik Thorvig, was appointed as the interim city manager by the city council upon the retirement of the current city manager, effective July 3, 2025. The city manager also acts as the executive director for the Blaine economic development authority and is authorized to execute necessary agreements related to expenditures, purchase agreements, etc. An action is required by the EDA to appoint Mr. Thorvig as the interim executive director.

Moved by Commissioner Robertson, seconded by Commissioner Massoglia, to adopt a Resolution Appointing Interim City Manager as the Interim Executive Director of the EDA.

Motion adopted unanimously.

- 4.2.** RES 25-76 Resolution Awarding Heat Tape Installation Contract
Sponsors: Elizabeth Showalter, Community Development Specialist

Community Development Specialist Showalter stated the EDA received \$60,000 in COVID Relief Community Development Block Grant funding through Anoka County for a heat tape installation program. After a competitive bidding process, staff recommends contracting with Bob's Mobile Home Repair Service.

Moved by Commissioner Robertson, seconded by Commissioner Massoglia, to adopt a Resolution Awarding the Heat Tape Installation Contract.

Motion adopted unanimously.

5. Old Business

None.

6. Adjournment

Moved by Commissioner Robertson, seconded by Commissioner Newland, to adjourn the meeting at 8:45PM.

Motion adopted unanimously.



Signed by

Tim Sanders, President

Signed by

Catherine M. Sorensen, City Clerk