



City of Blaine

City Council Workshop

August 25, 2025 | 3:00 PM
Blaine City Hall
10801 Town Square Drive NE
Blaine, MN 55449

AGENDA

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**
2. **Roll Call**
3. **New Business**
 - 3.1. 2025-190 Municipal Cannabis Retail Request for Professional Services – Evaluation Results and Operator Selection
Sponsors: Ruth Tucker, Economic Development Specialist
4. **Other Business**
5. **Adjournment**



City of Blaine Staff Report

File Number: 2025-190

Agenda Date	Status
August 25, 2025	
In Control	File Type
City Council	Workshop Item

New Business - Ruth Tucker, Economic Development Specialist

Agenda Item # 3.1

Municipal Cannabis Retail Request for Professional Services – Evaluation Results and Operator Selection

Background

Based on council direction, staff submitted an application for a municipal cannabis retailer license to the Office of Cannabis Management (OCM) during the application period in March. Although the state has not yet issued the municipal license, the City has received preliminary approval from OCM and is on track to receive the license within the 18-month timeframe allowed by statute.

In anticipation of the license being awarded, the City issued a Request for Professional Services (RFP) – Municipal Cannabis Store Operator in early June to organizations that had previously expressed interest in partnering with the City under the municipal cannabis program. Proposals were due by June 27, 2025. The City received three submissions: Voyageur Cannabis Services, Higher Yields Consulting, and Drift North Dispensary. Council will be asked to review the three proposals sent under separate cover then interview the applicants in order to help determine which proposal, if any, the council wishes to move forward with.

Each group will be allowed time to present information about their company and the potential partnership. Council will be allowed time to ask each business questions. After all three presentations have been made, the council will have an opportunity to discuss and determine if/who to proceed in discussions with further.

If the council chooses a partner, various agreements would need to be drafted prior to moving forward. This would occur prior to the end of the year.

Staff Recommendation

Council to make a recommendation on which proposal to move forward with.

Questions for Council

Attachment List

1. Request for Professional Services 2025

Request for Professional Services- Municipal Cannabis Store Operator

Introduction

The City of Blaine is seeking proposals from qualified, experienced, and compliant professional cannabis operators to manage and operate a municipally licensed cannabis retail store. This partnership will help ensure the store operates successfully, adheres to legal requirements, and contributes positively to the local community.

Background

The City of Blaine has applied for a municipal license to open a cannabis retail location as part of its economic development strategy. This initiative aims to promote safe, regulated access to cannabis, create jobs, and generate revenue to invest in the City. The City is now seeking a professional operating partner to manage all aspects of the retail operation.

Scope of Services

The selected partner will be responsible for full-service operation of the municipal cannabis store, including:

- Day-to-day retail management and staffing
- Inventory procurement and management
- Regulatory compliance (municipal, provincial/state, and federal)
- Point-of-sale and security systems
- Customer service and education
- Financial management and reporting
- Community engagement and social responsibility programs
- Marketing and branding (if applicable and permitted)

Note: The selected operator must meet all regulatory requirements for cannabis retail operation in Minnesota.

Proposal Requirements

Interested firms or individuals must submit a proposal that includes:

- Executive summary and company profile
- Demonstrated experience in cannabis retail operations

- Detailed operational plan (staffing, compliance, security, community engagement)
- Key personnel bios and organizational chart
- Financial proposal (revenue sharing, management fees, etc.)
- Proposed timeline to launch operations
- Listing of proposed locations
- References from similar partnerships or cannabis businesses (if available)
- Evidence of regulatory compliance history (licenses held, inspections, etc.)
- Insurance and bonding information

Evaluation Criteria

Proposals will be evaluated based on the following criteria:

Criteria	Weight
Relevant experience and operational track record	25%
Strength and feasibility of operational plan	25%
Financial terms and value to the municipality	30%
Compliance history and risk management	20%

Proposed Timeline

Milestone	Date
RFP Issued	06/03/2025
Deadline for Questions	06/16/2025
Proposal Submission Deadline	06/27/2025
Interviews/ Presentations	07/14/2025
Selection Notification	08/18/2025

Note: Timeline is subject to change

Submission Instructions

Please send your complete proposal in PDF format to:

Contact Person: Ruth Tucker

Email: rtucker@blainemn.gov

Subject Line: Proposal Submission – City of Blaine

Deadline: June 27, 2025 at 4:00 pm

Questions

All questions regarding this RFP should be submitted via email to the contact above by 06/16/2025.