



City of Blaine

Charter Commission

September 23, 2025 | 6:00 PM
Blaine City Hall
10801 Town Square Drive NE
Blaine, MN 55449

MINUTES

1. Call to Order

Chair Lester called the meeting to order at 6:03PM.

2. Roll Call

PRESENT: Chair Jeffrey Lester, Commissioners Ayman Ali Khan, Ken Anderson, Tom Doran, Al Goracke, Jason Halpern, Jason Hartmann, Terri Homan, Trace Ludewig, and Arman Tagarro.

ABSENT: Commissioners Jasen Howard, Abdi Hussein, Ashton Ramsammy, and Nyle Zikmund

ALSO PRESENT: City Clerk Cathy Sorensen

3. Approval of Minutes

3.1. 2025-489 Approval of Minutes
Sponsors:

Motion by Commissioner Homan, second by Commissioner Goracke, to approve the minutes of the August 12, 2025, meeting as presented.

Motion adopted unanimously.

4. Open Forum for Citizen Input

No one appeared.

5. New Business

6. Old Business

6.1. 2025-168 Discussion of Other Sections of Charter for Possible Review - Sec. 6.05 - Purchases and Contracts
Sponsors: Cathy Sorensen, City Clerk

Ms. Sorensen shared a background report stating staff was recommending that the commission consider additional language to clarify that only contracts submitted to the council for approval would require signatures from both the city manager and the mayor. In addition, as part of the August 12 meeting, the commission had discussed possibly increasing the contract limit for the city manager from the current level of \$50,000 to something higher. She shared a survey of other charter cities' contract limits then noted that Blaine's charter had been amended in 2015 from \$10,000 to \$20,000 and then again in 2019 to the current level of \$50,000.

Commissioner Goracke said after reviewing the survey he supported an increase as the amount has changed incrementally over time but still provides accountability and controls, including council's regular review of bills paid.

Commissioner Tagarro confirmed there were corrections put in place after the fraud incident last year, adding these situations are always a moving landscape and this proposed change wouldn't have affected that outcome anyway.

Commissioner Homan supported increasing the level to \$100,000 and could support it being higher based on other cities' amounts.

Commissioner Hartmann said he could see the efficiencies for contractors and the city by this change as well and asked that staff provide data on how many contracts come before the city between \$50,000 and \$100,000, adding this change could allow for the city to respond more quickly in a competitive market.

Commissioner Halpern said while Bloomington is a larger city with larger projects he could support \$175,000 as well.

Commissioner Ludewig said he liked Minnetonka's language regarding the ability to make emergency purchases and agreed with the \$100,000 limit. Ms. Sorensen said she would confirm about purchasing abilities as part of a mayoral emergency declaration.

Commissioner Anderson spoke about internal controls and asked how many signatures are required for outgoing checks as another control and said he could support matching statute at \$175,000.

Commissioner Goracke agreed but felt it was important to get a higher amount agreed upon, especially with a new city manager in place, and that the amount could be reviewed again in the future.

Commissioner Doran agreed moving to \$175,000 may be considered too large of an increase.

Motion by Commissioner Goracke, second by Commissioner Homan, to increase the city manager's purchase and contract amount to \$100,000 and accept staff's recommendation to add "submitted to the council for approval."

After discussion the commission requested that staff explore bringing this discussion to a council workshop to obtain their feedback on increasing the amount to \$175,000, consistent

with statute. Ms. Sorensen said she would work to include this topic on an upcoming workshop and inform the commission.

7. Adjournment

Motion by Commissioner Homan, second by Commissioner Goracke, to adjourn the meeting at 6:44PM.

Motion adopted unanimously.