



City of Blaine

Economic Development Authority

January 21, 2026 | 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 7:30PM by President Sanders followed by the Roll Call.

2. Roll Call

PRESENT: President Tim Sanders, Commissioners Terra Fleming, Chris Ford, Leslie Larson, and Tom Newland.

ABSENT: Commissioners Chris Massoglia and Jess Robertson.

Quorum Present.

ALSO PRESENT: Executive Director Erik Thorvig; Deputy Executive Director Sheila Sellman; Safety Services Director/Police Chief Brian Podany; Finance Director Jason Zimmerman; Director of Administrative Services Scott Johnson; Director of Engineering Dan Schluender; Community Development Specialist Elizabeth Showalter; City Attorney Eric Larson; and City Clerk Catherine Sorensen.

3. Approval of Minutes

- 3.1.** 2026-026 Approval of the December 15, 2025 Economic Development Authority (EDA) Minutes
Sponsors: Shari Russell, Receptionist

Moved by Commissioner Newland, seconded by Commissioner Fleming, that the minutes of December 15, 2025, be approved.

Motion adopted unanimously.

4. New Business

- 4.1.** RES 26-22 Resolution to Adopt a Term Sheet for Cloverleaf Courts and Blaine Courts Apartments
Sponsors: Elizabeth Showalter, Community Development Specialist

Community Development Specialist Showalter stated the term sheet outlines the use of \$500,000 of pooled Housing TIF and \$500,000 of Local Affordable Housing Aid to assist Cloverleaf Courts and Blaine Courts with rehabilitation work. Blaine Courts (1990) and Cloverleaf Courts (2000) were developed by the EDA to provide affordable independent senior apartments for senior residents of Blaine and surrounding communities. In total, 157 units were built with these two buildings. The EDA owned, maintained and provided direction to a management company that oversaw the daily operations of both apartments prior to sale of the properties in 2015. Staff reviewed several sources of financial support including pooled Housing TIF, Local Affordable Housing Aid (LAHA), the existing notes, and 4(d) tax classification. Changes to the existing notes would reduce the receivables due to the general EDA fund, and 4(d) tax classification would reduce the property tax due to the property, thereby reducing income to the City general fund. At the January 12, 2026 City Council workshop, Council directed staff to structure the assistance with half coming from pooled Housing TIF and half from LAHA, which leaves sufficient funds in the pooled TIF account to allow for assistance to a future project, and to continue to implement the LAHA expenditures directed by the Council in 2024. The proposed term sheet outlines the structure for the financial assistance. Important aspects include funds being paid out on a reimbursement basis, affordability standards in place for 10 years, and \$1,000,000 of reimbursement for a minimum of \$1,357,200 of project costs.

Moved by Commissioner Newland, seconded by Commissioner Ford, to adopt a Resolution to Adopt a Term Sheet for Cloverleaf Courts and Blaine Courts Apartments.

Commissioner Newland inquired if the city would receive a report back on when and how the funds are used. Ms. Showalter reported the development agreement will come to the EDA for approval which would formally bind the language in the term sheet. She indicated staff would be happy to provide the council with updates on the project reimbursements as they occur.

Motion adopted unanimously.

5. Old Business

Executive Director Erik Thorvig invited the EDA and business community to attend the January 22 Business Council Meeting at 7:30AM at the TPC. He reported the mayor would be providing a state of the city address at the event.

6. Adjournment

Moved by Commissioner Newland, seconded by Commissioner Ford, to adjourn the meeting at 7:36PM.

Motion adopted unanimously.



Signed by

Tim Sanders, President

Signed by

Erik Thorvig, Executive Director