



City of Blaine

City Council

July 20, 2026 | 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. 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 responses or discussion during the meeting, city staff will contact the speaker(s) after the meeting if follow-up is needed. Each speaker is limited to three minutes, with a maximum of 15 minutes set aside for Open Forum.

6. Communications

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. 2026-148 Schedule of Bills Paid
Sponsors: Jason Zimmerman, Finance Director

7.2. 2026-149 Approval of Minutes
Sponsors: Cathy Sorensen, City Clerk

7.3. 2026-150 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. 2026-151 Acknowledge Receipt of the 2025 Annual Comprehensive Financial Report (ACFR)

Sponsors: Jason Zimmerman, Finance Director

- 7.5.** RES 26-147 Resolution Approving the Renaming of Park Drive NE to Memorial Park Drive NE and Updating the Official Address of Veterans Memorial Park

Sponsors: Daniel Schluender, Director of Engineering

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

- 8.1.** RES 26-139 Resolution Granting a Conditional Use Permit Amendment to Add an Outdoor Pickleball Court and a 10-Foot High Fence to Tournament Players Club of the Twin Cities in a Development Flex (DF) Zoning District at 11444 Tournament Players Parkway NE. TPC Twin Cities (PC26-0035/ACK)

Sponsors: Sheila Sellman, Community Development Director

- 8.2.** RES 26-133 Conduct Public Hearing and Adopt a Resolution to Vacate a Portion of the 30-foot Scenic Easement created by Document No. 303325, which is contained within Lot 1 and Lot 2, Block 1, Ball Road Industrial Park, according to the recorded plat thereof, Anoka County, Minnesota; Vacation No. V26-06

Sponsors: Daniel Schluender, Director of Engineering

- 8.3.** ORD 26-2607 Public Hearing and Second Reading
Ordinance Granting to Connexus Energy, a Minnesota Cooperative Association, Its Successors and Assigns, Permission to Construct, Operate, Repair and Maintain in the City of Blaine, Minnesota, an Electric Distribution System and Transmission Lines, Including Necessary Poles, Lines, Fixtures and Appurtenances, for the Furnishing of Electric Energy to the City, its Inhabitants, and Others, and to Use the Public Ways and Public Grounds of the City for Such Purposes, and Prescribing Certain Terms and Conditions Thereof

Sponsors: Daniel Schluender, Director of Engineering

- 8.4.** ORD 26-2608 Public Hearing and Second Reading

Ordinance Granting to Northern States Power Company, D/B/A/ Xcel Energy, a Minnesota Corporation, Its Successors and Assigns, a Nonexclusive Franchise to Construct, Operate, Repair and Maintain in the City Of Blaine, Minnesota, an Electric Distribution System and Transmission Lines, Including Necessary Poles, Lines, Fixtures and Appurtenances, for the Furnishing of Electric Energy to the City, Its Inhabitants, and Others, and to Use the Public Ways and Public Grounds of the City for Such Purposes, and Prescribing Certain Terms and Conditions Thereof

Sponsors: Daniel Schluender, Director of Engineering

- 8.5.** ORD 26-2609 Public Hearing and Second Reading

Ordinance Granting to Northern States Power Company, D/B/A/ Xcel Energy, a Minnesota Corporation, Its Successors and Assigns, a Nonexclusive Franchise to Construct, Operate, Repair, and Maintain Facilities and Equipment for the Transportation, Distribution, Manufacture, and Sale of Gas Energy for Public and Private Use and to Use Public Ways and Public Grounds of the City for Such Purposes; and Prescribing Certain Terms and Conditions Thereof

Sponsors: Daniel Schluender, Director of Engineering

9. Development Business

10. Administration

10.1. RES 26-143 Resolution Approving a Contract for the 2050 Comprehensive Plan Consultant Services

Sponsors: Sheila Sellman, Community Development Director

11. Other Business

12. Adjournment

CITY OF BLAINE

SCHEDULE OF BILLS PAID

APPROVED ON 07/20/2026 FOR PAYMENTS THE WEEK OF 06/18/2026

Vendor Name	Description	Amount
ACEK9	Ace Watchdog Service subscriptions x3	\$ 504.00
ADVANCED GRAPHIX INC	Police UTV Graphic and install	\$ 1,215.00
ALEX'S LAWN AND TURF LLC	2026 Blanket: Monthly Mowing; Tom Ryan Park	\$ 2,232.50
ALMUSAWI SAFI	Escrow Refund - 641 127th LN NE	\$ 2,000.00
AMAZON CAPITAL SERVICES	Office Supplies : Water / Helmet : Parks	\$ 45.83
AMAZON CAPITAL SERVICES	Clothing and Uniforms - Boots for Interns	\$ 170.97
AMAZON CAPITAL SERVICES	Batteries & Steno Pads	\$ 72.01
AMAZON CAPITAL SERVICES	4 pack mouse pads, wireless mouse	\$ 16.78
AMAZON CAPITAL SERVICES	11X17 Copy Paper	\$ 72.29
AMAZON CAPITAL SERVICES	Netting patch For Batting Cage	\$ 75.95
AMAZON CAPITAL SERVICES	Credit	\$ (190.00)
AMAZON CAPITAL SERVICES	Name tags for Playnet participate	\$ 41.96
AMAZON CAPITAL SERVICES	Anti fatigue standing mat	\$ 44.99
AMAZON CAPITAL SERVICES	Safety Glasses for Training	\$ 42.49
AMAZON CAPITAL SERVICES	PD Administrative supplies	\$ 39.67
AMAZON CAPITAL SERVICES	Medallion for Blaine Festival hunt	\$ 34.17
AMAZON CAPITAL SERVICES	Office Equipment - HDMI 10ft Cable	\$ 8.49
AMAZON CAPITAL SERVICES	General Supplies	\$ 32.93
ANOKA COUNTY	CSAH 12 & CSAH 51 Traffic Signal - JPA C0011342, I/P 25-10	\$ 9,857.39
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 120.90
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 143.85
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 300.75
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 149.98
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 1,709.32
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 81.95
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 79.95
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 159.90
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 134.94
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 65.80
ASPHALT SURFACE TECHNOLOGIES CORPORATION	Patch Grit for Streets	\$ 461.84
BACKFLOW SOLUTIONS INC	Annual BSI Online Subscription Fee - Commercial Tracking	\$ 995.00
BARNUM COMPANIES INC	Down payment PW wash bay door	\$ 28,355.00
BARR ENGINEERING COMPANY	Well Interference Response Plan, I/P 23-22	\$ 6,700.00
BATTERIES PLUS BULBS	Batteries; Tower 1 back ups	\$ 69.90
BOLTON & MENK INC	General Services for 2026: Water Dept	\$ 2,940.00
BOLTON & MENK INC	AT&T New Install - Tower 3 (Hamline Ave) 4/11/26-5/8/26)	\$ 1,890.00
BOLTON & MENK INC	Tower 2 Rehab (AT&T & T-Mobile) (4/11/26-5/8/26), I/P 24-21	\$ 1,470.00
BOLTON & MENK INC	Water Modeling Scenarios, I/P 24-08 (U2408) REF PO 24-5253	\$ 1,547.50
BOLTON & MENK INC	Tower 1 Ladder Installation; Water	\$ 265.00
BOLTON & MENK INC	Well 1 & 2 Model; 4/11 - 8/8 services	\$ 2,480.00
BRAUN INTERTEC CORPORATION	101st Ct & Pleasure Creek Pkwy Warranty Work, I/P 24-06	\$ 865.50
CARAHSOFT TECHNOLOGY CORPORATION	Year 5 of 5 - Budget Software	\$ 48,285.70
CARR'S TREE SERVICE INC	Stump Removal/Restoration; Various locations	\$ 3,670.80
CARR'S TREE SERVICE INC	Stump Removal/Restoration; Various locations	\$ 5,592.00
CARR'S TREE SERVICE INC	Stump Grinding : Multiple Locations	\$ 7,941.20

CENTERPOINT ENERGY	750 Clover Leak Pkwy NE - Gas	\$	83.43
CENTERPOINT ENERGY	May 2026 Gas Service	\$	1,052.43
CENTRAL PRO SUPPLY	Irrigation clock/Parts; Parks	\$	826.00
CENTRAL PRO SUPPLY	Irrigation clock/Parts; Parks	\$	1,626.41
CENTRAL PRO SUPPLY	Irrigation parts; Parks stock	\$	2,269.64
CINTAS CORPORATION	CH mats/rugs	\$	210.55
CINTAS CORPORATION	2026 Uniform/Rug Towel Rentals	\$	215.46
CINTAS CORPORATION	2026 Uniform/Rug Towel Rentals	\$	478.17
CINTAS CORPORATION	MAYC Mats/Rugs	\$	42.77
CINTAS CORPORATION	MAYC medical cabinet supplies	\$	38.52
CINTAS CORPORATION	MAYC medical cabinet supplies	\$	7.53
CINTAS CORPORATION	MAYC medical cabinet supplies	\$	29.26
CINTAS CORPORATION	MAYC medical cabinet supplies	\$	7.53
CINTAS CORPORATION	MAYC medical cabinet supplies	\$	46.56
CINTAS CORPORATION	PW medical cabinet supplies (invoice split with PW)	\$	1,082.19
CITY OF BLAINE	PW Petty Cash	\$	176.75
CITY OF ST PAUL	Asphalt Mix	\$	2,898.24
COMCAST	PW Cable TV	\$	21.04
COMCAST	Cable TV for Patrol for FY2026	\$	36.29
COMCAST	Internet for Public Wi-Fi	\$	312.89
COMPASS MINERALS AMERICA	Road Chemicals; Streets	\$	16,690.01
COMPASS MINERALS AMERICA	Road Chemicals; Streets	\$	11,326.51
CONNEXUS ENERGY-UTILITY PAYMENTS	May 2026 Electric	\$	78,155.34
CORE & MAIN LP	1" irrigation meters: Water	\$	8,850.00
CORE & MAIN LP	4" meters: Water	\$	14,850.00
E G RUD & SONS INC	Centennial Green Survey/Boundary Corners	\$	1,592.50
ECM PUBLISHERS INC	Advertising & Public Notices	\$	170.50
EDWARDS ALAN	Softball Umpire Fees	\$	600.00
ELECTRIC PUMP INC	Lift 31 Vega Replacement	\$	1,485.00
EMBEDDED SYSTEMS INC	6 month warning siren maintenance fee	\$	6,895.86
ENVIROSIGHT LLC	Annual CCTV License: Storm Water	\$	5,500.00
FACTORY MOTOR PARTS COMPANY	Batteries for PW stock	\$	1,292.65
FERGUSON WATERWORKS #2518	B/O Spot Light - Water	\$	101.99
FERGUSON WATERWORKS #2518	Battery Powered Cut off Saw and Batteries for Dig	\$	6,678.00
FERGUSON WATERWORKS #2518	6" valves/8" repair bands/bolts; Water	\$	6,108.95
FISERV	May FISERV Payment	\$	132.68
FISH DANIEL M	Entertainment for Men's Day Lunch	\$	150.00
FRIENDLY CHEVROLET INC	Passenger mirror: Truck 5342	\$	250.97
GOPHER STATE ONE CALL INC	2026 Water & Sewer Locate Fees	\$	1,945.35
GRAINGER	WTP 1-4 and Well Maint. Parts; Water	\$	548.46
GRAINGER	nozzle and misting accessories	\$	109.26
GREEN RORY	Overpayment Liquor License Refund	\$	200.00
GS DIRECT INC	HP Printhead for T2500 DesignJet Plotter (Engineering)	\$	484.87
GUARDIAN FLEET SAFETY LLC	Squad equipment and lighting	\$	3,762.44
GUARDIAN FLEET SAFETY LLC	Upfit for chief vehicle	\$	1,746.89
HANSON SPORTS LLC	Session 1 Summer Skyhawks Camps	\$	436.00
HAWKINS INC	2026 Water Treatment Chemicals	\$	18,014.70
HAWKINS INC	2026 Water Treatment Chemicals	\$	9,120.95
HAWKINS INC	2026 Water Treatment Chemicals	\$	8,992.00
HAWKINS INC	2026 Water Treatment Chemicals	\$	2,776.25
HIRSHFIELD'S PAINT MFG INC	Paint for the Mark Stack Room	\$	52.23
HOFFMAN & MCNAMARA COMPANY	Trees: Ginkgo/Honey locust/River birch: Forestry	\$	396.00

HOLIDAY COMPANIES	2026 Blanket; Car Washes - PD	\$	1,085.00
HOLIDAY COMPANIES	2026 Blanket; Car Washes - Fire/Comm Stds	\$	25.00
HOSE PROS LLC	2" Connections; WTP 4	\$	30.64
I & S GROUP INC	Wetland Site 7, Annual Maintenance & Work Plan, I/P 25-41, P2411	\$	4,320.00
IDEAL SERVICE INC	Well 11 VFD Work & Prevent Maint; Water	\$	1,386.00
IDEAL SERVICE INC	Well 11 VFD Work & Prevent Maint; Water	\$	1,056.00
IMPACT PROVEN SOLUTIONS	2026 UTILITY BILLING INVOICE PRINTING	\$	5,050.57
INGINA LLC	Summer Tech Camps	\$	2,400.00
INNOVATIVE OFFICE SOLUTIONS	PW Office Supplies; Paper	\$	275.94
INSIGHT PUBLIC SECTOR INC	Cradlepoint Router for Emergency Management	\$	3,139.59
KJ BRANDING	Rebranding/updating Mark Stack Room	\$	8,510.00
LAMETTRY'S COLLISION INC	Repairs to squad 5328	\$	9,820.17
LANGUAGE LINE SERVICES INC	2026 Translation and Interpretation services for the year	\$	977.48
LOCKRIDGE GRINDAL NAUEN PLLP	May 2026 State Lobbying Services (Year 3 of 3 Year Agmt)	\$	3,166.66
LOCKRIDGE GRINDAL NAUEN PLLP	June 2026 State Lobbying Services (Year 3 of 3 Year Agmt)	\$	3,166.66
LRS PORTABLES OF MINNESOTA	2026 Satellite Rental - Parks	\$	8,978.29
MANSFIELD OIL COMPANY	Fuel Delivery - June	\$	23,828.21
MARTIN MARIETTA MATERIALS	Patching Material for Streets	\$	174.34
MARTIN MARIETTA MATERIALS	Patching Material for Streets	\$	619.01
MARTIN MARIETTA MATERIALS	Patching Material for Streets	\$	160.51
MARTIN MARIETTA MATERIALS	Patching Material for Streets	\$	1,562.11
MARTIN MARIETTA MATERIALS	Patching Material for Streets	\$	1,253.41
MARTIN MARIETTA MATERIALS	Patching Material for Streets	\$	120.62
MARTIN MARIETTA MATERIALS	Patching Material for Streets	\$	86.24
MC TOOL & SAFETY SALES	Multi Gas Monitor	\$	947.51
MC TOOL & SAFETY SALES	B/O PPE Safety gear: New employee Brian Kreitz	\$	271.48
MC TOOL & SAFETY SALES	Ear plugs; Streets	\$	30.29
MC TOOL & SAFETY SALES	Poly Face Shield; Water	\$	58.50
MC TOOL & SAFETY SALES	Dig Trailer, Safety supplies/ Replace Gear	\$	483.97
MC TOOL & SAFETY SALES	B/O PPE Safety gear: New employee Jake Mihalko	\$	428.43
MENARDS - BLAINE	Plants; Tom Ryan Park	\$	152.82
MENARDS - BLAINE	Tower #1 Sump Pump Parts	\$	36.61
MICKMAN BROTHERS INC	2026 Contract: All WTP landscape maintenance	\$	1,641.67
MIDWAY FORD COMPANY	O-ring/Intake Manifold to Charge Air Cooler Pipe: Unit 1236	\$	17.98
MIDWAY FORD COMPANY	O-ring/Intake Manifold to Charge Air Cooler Pipe: Unit 1236	\$	34.36
MILLER GRETA	Overpayment Food Truck Application	\$	300.00
MOHLER WILLIAM	Entertainment	\$	300.00
NORTHERN SANITARY SUPPLY CO INC	Paper towels for WTP's	\$	126.42
OFFICE OF MNIT SERVICES	Centrex Phone Lines	\$	178.14
OPTUM FINANCIAL INC	Account fee monthly FSA and HSA	\$	80.25
PAFFY'S PEST CONTROL INC	PW monthly pest control	\$	139.00
PRESCRIPTION LANDSCAPE INC	May Monthly Bed Maint/Weekly Grounds - Various Medians	\$	170.66
PRESCRIPTION LANDSCAPE INC	May Monthly Bed Maint/Weekly Grounds - Various Medians	\$	584.44
PRESCRIPTION LANDSCAPE INC	May Monthly Bed Maint/Weekly Grounds - Various Medians	\$	1,110.34
PRESCRIPTION LANDSCAPE INC	May Monthly Bed Maint/Weekly Grounds - Various Medians	\$	866.96
PRESCRIPTION LANDSCAPE INC	May Monthly Bed Maint/Weekly Grounds - Various Medians	\$	780.78
PRESCRIPTION LANDSCAPE INC	May Monthly Bed Maint/Weekly Grounds - Various Medians	\$	110.04
PRESCRIPTION LANDSCAPE INC	May Monthly Bed Maint/Weekly Grounds - Various Medians	\$	776.40
PRESCRIPTION LANDSCAPE INC	May Monthly Bed Maint/Weekly Grounds - Various Medians	\$	142.11
PRO-TEC DESIGN INC	WTP 4 camera	\$	267.75
PROVISION EVENTS INC	3M Open 2026 SOW	\$	8,738.20
RCM SPECIALTIES INC	2026 Emulsion/Rock: Street Patching Material	\$	904.12

REHBEIN'S BLACK DIRT	Black Dirt: Street Department	\$	878.00
ROADKILL ANIMAL CONTROL	2026 Blanket: Disposal of Dead Deer	\$	516.00
ROBINSON LANDSCAPING INC	Sod repair for 1170 129th Ave; Water	\$	252.00
ROSE MUSIC SERVICES	Entertainment for July	\$	450.00
SAM'S CLUB/SYNCHRONY BANK	Hose and supplies for gardeners	\$	78.61
SAM'S CLUB/SYNCHRONY BANK	Senior program supplies	\$	37.96
SAM'S CLUB/SYNCHRONY BANK	Senior program supplies	\$	106.00
SAM'S CLUB/SYNCHRONY BANK	Senior program supplies	\$	339.29
SAM'S CLUB/SYNCHRONY BANK	Concessions for Lakeside Commons Park	\$	751.10
SHERWIN LINTON ENTERTAINMENT	Entertainment for birthday Lunch	\$	200.00
SHORT ELLIOTT HENDRICKSON INC	PW Fuel Station Reconstruction Design Services-I/P 25-01 (F2501)	\$	3,093.26
STREICHER'S	Brennan - 2 uniform pants	\$	105.00
SUBURBAN TIRE WHOLESALE INC	Tires; PW Stock	\$	3,745.60
THE FERGUSON GROUP LLC	2026 Federal Lobbying Services (Approved by Motion 2025-266)	\$	5,250.00
TOP CHOICE PLUMBING	Plumbing Permit Refund - B26-02006	\$	60.00
TREVIPAY	Supplies for Water: Protector/pouch	\$	100.47
TREVIPAY	Wheels: Vehicle 5326	\$	273.58
TREVIPAY	Saw/Sawzall: Forestry	\$	235.54
TWIN CITIES TRANSPORT & RECOVERY INC	Tow of Squad 5356	\$	125.00
UPPER CUT TREE SERVICES INC	Tree Removal: Multiple Locations see Document	\$	16,525.00
VOLUNTEERS OF AMERICA	Cooks Supplemental wages	\$	199.72
VOLUNTEERS OF AMERICA	Cooks Supplemental wages	\$	136.04
VOLUNTEERS OF AMERICA	Cooks Supplemental wages	\$	124.65
WALTERS RECYCLING & REFUSE INC	Organics Collection 2026	\$	150.00
WALTERS RECYCLING & REFUSE INC	Garbage and Recycling Contract	\$	533,130.53
WATER CONSERVATION SERVICES INC	Water Main Leak Detection 5/27/2026 : 1170-129th Ave NE	\$	431.60
WATERSURPLUS/SURPLUS MANAGEMENT INC	Filtration Spare Media: Plant 2 & 3	\$	4,846.00
XCEL ENERGY	10563 Packard St NE - Siren	\$	10.68
XCEL ENERGY	4206 Woodland Pkwy NE - Signal	\$	61.18
XCEL ENERGY	4131 Pheasant Ridge DR NE - Monument	\$	11.43
XCEL ENERGY	4125 109th Ave NE - Signal	\$	61.38
		\$	1,026,829.52

CITY OF BLAINE

**SUBSET OF PAYMENTS BETWEEN \$20,000 AND \$50,000 FROM THE SCHEDULE OF BILLS PAID
APPROVED ON 07/20/2026 FOR PAYMENTS THE WEEK OF 06/18/2026**

Vendor Name	Description	Amount
MANSFIELD OIL COMPANY	Fuel Delivery - June	\$ 23,828.21
BARNUM COMPANIES INC	Down payment PW wash bay door	\$ 28,355.00
CARAHSOFT TECHNOLOGY CORPORATION	Year 5 of 5 - Budget Software	\$ 48,285.70

CITY OF BLAINE**SCHEDULE OF BILLS PAID****APPROVED ON 07/20/2026 FOR PAYMENTS THE WEEK OF 06/26/2026**

Vendor Name	Description	Amount
ADVANCED GRAPHIX INC	Special Olympics Squad Wrap	\$ 1,073.00
AIM ELECTRONICS INC	Blaine Baseball Complex Scoreboards and installation	\$ 33,715.00
ALEXANDRA HOUSE INC	Alexandra House Fire Suppression Grant	\$ 25,000.00
ALL APPLIANCE DISPOSAL	Disposal Fees; Appliances	\$ 110.00
ALL SAFE GLOBAL INC	PW fire inspection	\$ 2,694.86
AMAZON CAPITAL SERVICES	Uniform shirts	\$ 259.00
AMAZON CAPITAL SERVICES	Trailer cords and receiver tube adapters; PW Stock	\$ 220.46
AMAZON CAPITAL SERVICES	Battery maintainer/charger; Trailer 1325	\$ 39.24
AMAZON CAPITAL SERVICES	USB Splitter	\$ 7.99
AMAZON CAPITAL SERVICES	Scanner for front office	\$ 249.00
AMAZON CAPITAL SERVICES	Battery Chargers : Unit 2419 (Tilt Trailer) / Stock	\$ 152.68
AMAZON CAPITAL SERVICES	Mail Bins for Office Workroom	\$ 29.98
AMAZON CAPITAL SERVICES	5X8 Legal Pads	\$ 19.14
AMAZON CAPITAL SERVICES	2 iPad cases and 2 iPhone cases	\$ 379.96
AMAZON CAPITAL SERVICES	Bubble machine for Playnet	\$ 26.89
AMAZON CAPITAL SERVICES	Webcams, Power Strips, Ethernet Cables, and USB drives	\$ 240.87
AMERICAN ENVIRONMENTAL LLC	109th Sewer Line Assessment	\$ 4,675.00
ANOKA COUNTY	Pedestrian Trail, JPA C00010584/SAP 002-617-032, I/P 20-40	\$ 888.24
ANOKA COUNTY TREASURY DEPARTMENT	Detective Sundgaard Vehicle Reimbursement	\$ 621.05
ASCEN TEK CORP	Disposal Fees : Oil filters	\$ 86.25
ATLAS TOYOTA MATERIAL HANDLING	Scheduled Mait: Shop Floor Scrubber	\$ 151.97
AUTOMATIC SYSTEMS COMPANY	Plant 4 Bulk Water Valve	\$ 1,144.99
AUTOWASH SYSTEMS INC	Car Wash Chemicals & Check 5/29/26	\$ 336.46
AZIMUTH LAND SURVEYING	Property Locate: Pond East Line CCP 34	\$ 1,850.00
BACKFLOW SOLUTIONS INC	Annual BSI Online Subscription Fee-Residential Tracking	\$ 495.00
BACKFLOW SOLUTIONS INC	Residential Database Mass Import	\$ 375.00
BARNUM COMPANIES INC	CH quarterly overhead and fire door	\$ 1,440.00
BATTERIES PLUS BULBS	Batteries : Unit 2434 (Tractor) & Stock	\$ 467.90
BLAINE BROTHERS INC	Plow Truck 1298- Brass fillings	\$ 12.18
BLAINE BROTHERS INC	Tail light assembly; Dump truck 1332	\$ 185.32
BLAINE BROTHERS INC	Bio clean Fuel Additive; PW Stock	\$ 407.07
BLAINE BROTHERS INC	Strobe Light : Unit 2377 (Chipper)	\$ 101.92
BLAINE CUSTOM APPAREL & AWARDS	Jacket for Craft Fair Coordinator	\$ 50.00
BLAINE LOCK & SAFE INC	Keys for Park Buildings	\$ 129.00
BOULDER CONTRACTING LLC	Escrow Refund - 4924 130th CT NE	\$ 4,900.00
BROOKS HENRY	Tuition Reimbursement	\$ 2,600.00
CARR'S TREE SERVICE INC	Stump Grinding : Multiple Locations	\$ 2,674.40
CENTURYLINK	Public Works Internet Service	\$ 78.72
CES IMAGING	Paper for Office	\$ 460.55
CHAPIN , LYLE	Home Improvement Grant Reimbursement	\$ 5,409.86
CHURCHILL , DAVID	Softball Umpire Fees	\$ 72.00
CINTAS CORPORATION	CH mats/rugs	\$ 216.88
CINTAS CORPORATION	2026 Uniform/Rug Towel Rentals	\$ 221.17
CITY OF LEXINGTON	Sewer System Usage Agreement - City of Lexington	\$ 11,528.17
COMCAST	MAYC - Cable TV	\$ 69.67
COMCAST	Internet for Public Works	\$ 201.47
COMCAST	Fiber Internet Service	\$ 1,360.00
COMPASS MINERALS AMERICA	Road Chemicals; Streets	\$ 19,448.84

CONNEXUS ENERGY	Unmetered Irrigation Clock - 4184 Lakes Pkwy, I/P 25-04	\$	10,046.03
CONNEXUS ENERGY	Street Light System - Zest St & Lakes Pkwy, I/P 25-04	\$	9,443.25
COREMARK METALS	Steel Tube for Parks Stage	\$	161.67
CURNOW CHASE	Reimbursement - Work boots - Seasonal	\$	60.00
CURTIS, DAVID	Home Improvement Grant Reimbursement	\$	4,709.20
D R HORTON INC	Escrow Refund - 3025 126th LN NE	\$	7,500.00
DATAWORKS PLUS LLC	MDM- Annual Software and Hardware Support	\$	505.00
ECKBERG LAMMERS PC	May 2026 - Civil Legal Services (Outside Retainer)	\$	38,331.25
ECKBERG LAMMERS PC	May 2026 - Civil Legal Services (Employment)	\$	8,862.00
ECKBERG LAMMERS PC	May 2026 - Civil Legal Services (Retainer)	\$	4,500.00
ECM PUBLISHERS INC	Publish Public Hearing Notices-Vacation Easements	\$	137.50
ECM PUBLISHERS INC	Publish Public Hearing Notices-Vacation Easements	\$	143.00
ELECTRIC PUMP INC	LS #13 Pump Card Repair	\$	180.00
ELECTRIC PUMP INC	LS #13 Pump Troubleshoot	\$	1,530.00
FERGUSON WATERWORKS #2518	Gate Valve Repair Parts	\$	5,487.36
FRIENDLY CHEVROLET INC	Brake Pins; PD vehicle 5327	\$	6.48
FRIENDLY CHEVROLET INC	Brake Pins; PD vehicle 5327	\$	13.50
FRIENDLY CHEVROLET INC	Half Shaft: Vehicle 5327	\$	171.77
GARY CARLSON EQUIPMENT COMPANY	Trench Box Rental	\$	2,101.00
GMH ASPHALT CORPORATION	2025 Street Rehabilitation Project, I/P 25-05 (T2505)	\$	28,518.13
GRAINGER	WTP 1-4 and Well Maint. Parts; Water	\$	295.10
GUARDIAN FLEET SAFETY LLC	Repairs to squad 5328	\$	3,864.84
GUARDIAN FLEET SAFETY LLC	Upfit for Squad 5367	\$	20,376.80
GUNZ CADEN	Reimbursement - Work boots - Seasonal	\$	60.00
HAWKINS INC	2026 Water Treatment Chemicals	\$	251.00
HAWKINS INC	2026 Water Treatment Chemicals	\$	12,957.17
HEALTHPARTNERS	Health & Dental Insurance Premiums	\$	261,070.92
HEFFNER COLE	Reimbursement - Work boots - Seasonal	\$	60.00
HOSE PROS LLC	Ball valve to fix irrigation; Water	\$	116.80
HYDRAULIC SPECIALTY INC	PTO Repair: Truck 2451	\$	2,849.66
HYDRAULIC SPECIALTY INC	Hydro Lines : Unit 1324 (Plow Truck)	\$	242.68
I & S GROUP INC	Wetland Site 7, Annual Maintenance & Work Plan, I/P 25-41, P2411	\$	3,461.68
INSTRUMENTAL RESEARCH INC	Water Sample Testing; 2026 Blanket	\$	1,080.00
JEFF BELZER'S ROSEVILLE AUTO INC	Rad Cap; PD vehicle 5344	\$	26.25
JEFF BELZER'S ROSEVILLE AUTO INC	Motor Mount : Unit 5252 (PD)	\$	271.61
JEFF BELZER'S ROSEVILLE AUTO INC	1 Wheel : Unit 5346 (PD)	\$	293.25
KATH FUEL OIL SERVICE COMPANY	WTP Gen Fuel #1 & #2	\$	653.05
KATH FUEL OIL SERVICE COMPANY	WTP Gen Fuel #1 & #2	\$	1,856.53
KATH FUEL OIL SERVICE COMPANY	Fuel generator	\$	862.61
KLEIN UNDERGROUND LLC	Tower 2 sidewalk; water	\$	4,984.00
KLEIN UNDERGROUND LLC	Curb repair after hydrant dig; water	\$	2,063.63
LARSON CHRISTOPHER	Reimbursement - Work boots - Seasonal	\$	60.00
LARSON OLAN	Reimbursement - Work boots - Seasonal	\$	60.00
LARSON PLUMBING AND HEATING	Plumbing Permit Refund - B26-02293	\$	60.00
LAWSON PRODUCTS INC	Mechanic Shop Supplies: Gasket maker/Snap in Kit/welding hose	\$	623.30
LAWSON PRODUCTS INC	Mechanic Shop Supplies: Gasket maker/Snap in Kit/welding hose	\$	411.12
LAWSON PRODUCTS INC	Storm Supplies: Cut off disc/Cold chisels/thread Repair Kit	\$	316.17
LEITER OWEN	Reimbursement - Work boots - Seasonal	\$	60.00
MACQUEEN EQUIPMENT INC	Rental Charges 5/18/26 - 6/17/26 (Vactor)	\$	15,900.00
MACQUEEN EQUIPMENT INC	Air Manifold : Unit 4622 (Vactor)	\$	321.53
MACQUEEN EQUIPMENT INC	Filter Kit : unit 4504 (Trailer)	\$	978.96
MACQUEEN EQUIPMENT INC	CCTV Truck Nitro: Storm water	\$	216.90
MACQUEEN EQUIPMENT INC	Filter : PW Stock	\$	228.76
MAYNE REESE	Reimbursement - Work boots - Seasonal	\$	60.00
MENARDS - BLAINE	Supplies for Water: Jigsaw blades/sidewall grille	\$	158.72

MENARDS - BLAINE	Supplies for playnet	\$	32.42
MENARDS - BLAINE	Salt, appliance cords, bleach	\$	129.46
MENARDS - BLAINE	Parts for Park of Four Seasons Meter Pit / 109th Irrigation	\$	15.01
MENARDS - BLAINE	Parts for Park of Four Seasons Meter Pit / 109th Irrigation	\$	186.34
MENARDS - BLAINE	Cleaning Supplies/ Hand Tools : Parks	\$	134.99
MENARDS - BLAINE	PVC Fittings : Tower #1 Sump Pump Project	\$	5.88
MENARDS - BLAINE	PVC Fittings : Tower #1 Sump Pump Project	\$	4.18
MENARDS - BLAINE	Supplies for Playnet	\$	22.85
METROPOLITAN COUNCIL	May SAC Report	\$	12,300.75
METROPOLITAN LIFE INSURANCE COMPANY	Met Life Short Term Disability	\$	1,178.68
METROPOLITAN LIFE INSURANCE COMPANY	Met Life Short Term Disability	\$	1,166.06
MICROGRANTS	Lights On Program Admin Fee	\$	500.00
MID AMERICA METER LLC	Well #10 Meter Refurbish	\$	13.24
MIDWAY FORD COMPANY	Belts/Pullies: Vehicles 5336	\$	47.69
MIDWAY FORD COMPANY	Belts/Pullies: Vehicles 5336	\$	112.07
MILLER MENDEL INC	Annual subscription fee for background software	\$	794.00
MINNESOTA DEPARTMENT OF HEALTH	STATE WATER TESTING FEE - APR, MAY, JUNE 2026	\$	87,579.00
MINNESOTA EQUIPMENT - ROGERS	Warning Lights : Unit 2320 (Utility Tractor)	\$	125.07
MINNESOTA HIGHWAY SAFETY AND RESEARCH CENTER	PIT Hybrid Driving Course	\$	1,310.00
MINNESOTA STATE COLLEGES OF UNIVERSITIES	Defensive driving	\$	480.00
MINUTE MAKER SECRETARIAL	2026 Planning Commission Minutes	\$	219.75
MINUTE MAKER SECRETARIAL	Minute Maker Secretarial	\$	676.00
MTI DISTRIBUTING INC	Mirrors; mower 5910 & stock	\$	480.44
MTI DISTRIBUTING INC	Blades : Mower 5	\$	435.31
NORELL, JESSE	Performance for Bike Rodeo	\$	700.00
NORTHERN SANITARY SUPPLY CO INC	CH liners	\$	213.96
NUSS TRUCK & EQUIPMENT	Credit	\$	(180.00)
NUSS TRUCK & EQUIPMENT	Fuel Filter; Plow truck 1315	\$	180.97
NUSS TRUCK & EQUIPMENT	Fuel Filters; PW stock	\$	656.31
NUSS TRUCK & EQUIPMENT	Exhaust Gasket; Plow 1324	\$	24.98
NUSS TRUCK & EQUIPMENT	Horn: Unit 1332 (Trackless)	\$	39.72
OLSON'S SEWER SERVICE INC	Sewer services; Parks BBC	\$	412.50
OPPORTUNITY SERVICES INC	Cleaning Services - May 26	\$	728.20
OPSAHL-MITCHELL, WANDA, KAY	Facepainting for the Bike Rodeo	\$	170.00
O'REILLY AUTOMOTIVE INC	Trailer 1325/Battery - Bus 3404/Clamps and Couplers	\$	182.08
O'REILLY AUTOMOTIVE INC	Transmission Filter; PD vehicle 5252	\$	18.71
O'REILLY AUTOMOTIVE INC	Transmission Fluid : PD Stock	\$	189.95
O'REILLY AUTOMOTIVE INC	Air & Oil Filters; PW stock/cat 1119	\$	113.40
O'REILLY AUTOMOTIVE INC	A/C Switch : Unit 4459 (Pick up)	\$	31.81
O'REILLY AUTOMOTIVE INC	Lug Nuts:/Trans filters: PD stock	\$	85.99
O'REILLY AUTOMOTIVE INC	Battery Hold Down: Unit 2434 (Tractor)	\$	9.49
O'REILLY AUTOMOTIVE INC	Alternator and Belt : unit 2379 (F450)	\$	345.81
O'REILLY AUTOMOTIVE INC	Blower Motor: Unit 5234 (Truck)	\$	109.65
O'REILLY AUTOMOTIVE INC	ABS sensor; Truck 5293	\$	31.46
O'REILLY AUTOMOTIVE INC	Exhaust Coupler: Unit 3404 (Sr Center Bus)	\$	22.17
O'REILLY AUTOMOTIVE INC	Filters: PW Stock	\$	146.94
O'REILLY AUTOMOTIVE INC	Hydraulic Fluid/filters: PW stock	\$	489.31
PACE ANALYTICAL SERVICES INC	2026 WTP# 1 VOC Testing	\$	1,119.00
PAFFY'S PEST CONTROL INC	MAYC monthly pest control	\$	59.75
PAFFY'S PEST CONTROL INC	CH monthly pest control	\$	85.35
PAR CATERERS LLC	3M Open Catering, Snacks and Beverages	\$	2,164.48
PULTE HOMES OF MINNESOTA LLC	Escrow Refund - 12598 Fraizer ST NE	\$	7,400.00
PULTE HOMES OF MINNESOTA LLC	Escrow Refund - 12588 Fraizer ST NE	\$	5,000.00
PULTE HOMES OF MINNESOTA LLC	Escrow Refund - 12524 Erskin ST NE	\$	5,000.00
PULTE HOMES OF MINNESOTA LLC	Escrow Refund - 12608 Fraizer ST NE	\$	4,800.00

PULTE HOMES OF MINNESOTA LLC	Escrow Refund - 12505 Erskin ST NE	\$	5,000.00
PULTE HOMES OF MINNESOTA LLC	Escrow Refund - 12594 Erskin ST NE	\$	4,900.00
PULTE HOMES OF MINNESOTA LLC	Escrow Refund - 12584 Erskin ST NE	\$	4,900.00
PULTE HOMES OF MINNESOTA LLC	Escrow Refund - 12564 Erskin ST NE	\$	4,700.00
PULTE HOMES OF MINNESOTA LLC	Escrow Refund - 12638 Fraizer ST NE	\$	4,900.00
PULTE HOMES OF MINNESOTA LLC	Escrow Refund - 12504 Erskin ST NE	\$	5,000.00
PULTE HOMES OF MINNESOTA LLC	Escrow Refund - 12609 Fraizer ST NE	\$	5,000.00
RECYCLE TECHNOLOGIES INC	Base station scrap from Water Tower	\$	279.95
REDPATH AND COMPANY LLC	2025 Financial Audit	\$	25,000.00
SAFETYFIRST PLAYGROUND MAINTENANCE	Playground Fall Protection :EWF	\$	5,242.86
SBM FIRE DEPARTMENT	2026 Fire Protection Services	\$	242,611.00
SIGELock SYSTEMS LLC	Hydrant extensions (6" & 12"); water	\$	3,735.00
SNAP-ON INDUSTRIAL	Zeus Subscription: Mechanic Shop	\$	1,332.10
ST CROIX RECREATION FUN PLAYGROUNDS INC	Replacement swings for Eastside Park	\$	1,652.79
SUBURBAN TIRE WHOLESALE INC	Turf Master 23x9.50 -12 (2): Unit 2317 (Painter)	\$	204.40
SUBURBAN TIRE WHOLESALE INC	Tires; PD van 5029	\$	664.68
SUN LIFE FINANCIAL	Long Term Disability Insurance	\$	4,728.04
TEAMSTER JOINT COUNCIL 32	Police Dental Premiums	\$	6,603.00
THE LINCOLN NATIONAL LIFE INSURANCE COMPANY	Life Insurance	\$	7,384.85
TWIN CITIES TRANSPORT & RECOVERY INC	Tow from PW to Friendly Chev : Unit 5242	\$	175.00
WAGAMON RANCH HOMEOWNERS ASSOCIATION	Mailbox Replacement from Sod Damage	\$	4,388.50
WALSH PLUMBING CO INC	Fountain repair: dog Park/Parks	\$	1,280.00
WILLMERT GANNON	Reimbursement - Work boots - Seasonal	\$	60.00
WINDOW NATION	Permit Refund - B26-01844 Job Canceled	\$	80.00
WSB & ASSOCIATES INC	Zest St Final Design & Construction Services, I/P 25-04 (T2504)	\$	50,209.00
XCEL ENERGY	9191 Lincoln St NE - Bandshell	\$	224.60
ZHAO, XING	Overpayment of Liquor License Renewal	\$	2,200.00
		\$	1,117,194.28

CITY OF BLAINE

**SUBSET OF PAYMENTS BETWEEN \$20,000 AND \$50,000 FROM THE SCHEDULE OF BILLS PAID
APPROVED ON 07/20/2026 FOR PAYMENTS THE WEEK OF 06/26/2026**

Vendor Name	Description	Amount
GUARDIAN FLEET SAFETY LLC	Upfit for Squad 5367	\$ 20,376.80
ALEXANDRA HOUSE INC	Alexandra House Fire Suppression Grant	\$ 25,000.00
REDPATH AND COMPANY LLC	2025 Financial Audit	\$ 25,000.00
GMH ASPHALT CORPORATION	2025 Street Rehabilitation Project, I/P 25-05 (T2505)	\$ 28,518.13
AIM ELECTRONICS INC	Blaine Baseball Complex Scoreboards and installation	\$ 33,715.00
ECKBERG LAMMERS PC	May 2026 - Civil Legal Services (Outside Retainer)	\$ 38,331.25

CITY OF BLAINE**SCHEDULE OF BILLS PAID****APPROVED ON 07/20/2026 FOR PAYMENTS THE WEEK OF 06/30/2026**

Vendor Name	Description	Amount
ANOKA COUNTY LICENSE BUREAU	Tab Renewal - PD #5308	\$ 16.25
BALDINGER WENDY	7/7 Kid's Concert Performer	\$ 295.00
BJORNDAL WILLIAM	7/14 Kid's Concert Performer	\$ 400.00
CARR'S TREE SERVICE INC	Stump Grinding : Multiple Locations	\$ 3,803.20
CARR'S TREE SERVICE INC	Stump Grinding : Multiple Locations	\$ 4,587.00
CENTURYLINK	Baseball Complex Telephone	\$ 132.30
COMPASS MINERALS AMERICA	Road Chemicals; Streets	\$ 31,783.64
COMPASS MINERALS AMERICA	Road Chemicals; Streets	\$ 8,274.21
COMPASS MINERALS AMERICA	Road Chemicals; Streets	\$ 16,230.97
IUOE LOCAL 49 FRINGE BENEFIT FUNDS	49ers Training Facility Fee; May 2026	\$ 768.70
KEIL KELSEY	Travel and Meal Allowance for Training in Dallas	\$ 160.35
KLINK CHRISTINE	7/21 Kid's Concert Performer	\$ 175.00
LYNN PEAVEY COMPANY	Evidence tape, sterile water	\$ 382.37
MINGER CONSTRUCTION CO INC	Lift Station 13 Force Main-Phase 2, I/P 23-30 (U2330)	\$ 218,918.00
SELLMAN SHEILA	Mileage & Expense Report - Sellman 6/23/26	\$ 13.23
THE BAZILLIONS	7/28 Kid's Concert Performer	\$ 375.00
TREE TRUST	Tree Planting : Territorial Park (10) / Fort Lions Park (7)	\$ 5,865.00
XCEL ENERGY	May 2026 Electric	\$ 25,142.96
		\$ 317,323.18

CITY OF BLAINE

**SUBSET OF PAYMENTS BETWEEN \$20,000 AND \$50,000 FROM THE SCHEDULE OF BILLS PAID
APPROVED ON 07/20/2026 FOR PAYMENTS THE WEEK OF 06/30/2026**

Vendor Name	Description	Amount
XCEL ENERGY	May 2026 Electric	\$ 25,142.96
COMPASS MINERALS AMERICA	Road Chemicals; Streets	\$ 31,783.64

PAYROLL CHECKS & WIRE TRANSFERS

MONTH: JUNE 2026

PAYROLL CHECKS

<u>DATE</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
06/04/26	VENDOR CHECKS	CHECK # 80155	\$1,196.68
06/04/26	EMPLOYEES	DIRECT DEPOSITS	\$752,425.85
06/18/26	VENDOR CHECKS	CHECK # 80156 - 80162	\$8,609.56
06/18/26	EMPLOYEES	DIRECT DEPOSITS	\$748,775.60

WIRE TRANSFERS

<u>DATE</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
06/04/26	STATE OF MINNESOTA	PAYROLL TAXES	\$52,561.59
06/04/26	IRS	PAYROLL TAXES	\$233,168.32
06/04/26	PERA	RETIREMENT	\$212,963.36
06/04/26	MSRS, GREAT WEST, NATIONWIDE	DEFERRED COMP & HSA	\$94,475.20
06/22/26	STATE OF MINNESOTA	MAY 2026 SALES TAX	\$53,970.00
06/16/26	21ST CENTURY BANK	CREDIT CARDS	\$31,460.77
06/18/26	STATE OF MINNESOTA	PAYROLL TAXES	\$51,031.51
06/18/26	IRS	PAYROLL TAXES	\$226,136.60
06/18/26	PERA	RETIREMENT	\$214,839.70
06/18/26	MSRS, GREAT WEST, NATIONWIDE	DEFERRED COMP & HSA	\$73,655.80

**City of Blaine**

10801 Town Square Drive NE

Blaine MN 55449-8100

City Hall 763-706-4281 | BlaineMN.gov**Employee Reimbursement Listing
Q2 2026**

Transaction Date	Bills Paid Date	Department	Employee	Vendor	Description	Amount
02/10/26	04/06/26	Police	Andrea Donaldson	Per Diem	Police Conference- Meal Allowance	17.74
02/10/26	04/06/26	Police	Andrea Donaldson	Per Diem	Police Conference- Meal Allowance	28.00
02/11/26	04/06/26	Police	Andrea Donaldson	Per Diem	Police Conference- Meal Allowance	19.00
02/11/26	04/06/26	Police	Andrea Donaldson	Per Diem	Police Conference- Meal Allowance	36.00
02/12/26	04/06/26	Police	Andrea Donaldson	Per Diem	Police Conference- Meal Allowance	8.56
02/12/26	04/06/26	Police	Andrea Donaldson	Per Diem	Police Conference- Meal Allowance	15.63
02/13/26	04/06/26	Police	Andrea Donaldson	Per Diem	Police Conference- Meal Allowance	36.00
02/13/26	04/06/26	Police	Andrea Donaldson	Per Diem	Police Conference- Meal Allowance	8.56
02/13/26	04/06/26	Police	Andrea Donaldson	Per Diem	Police Conference- Meal Allowance	23.00
02/13/26	04/06/26	Police	Andrea Donaldson	Hilton	Police Conference- Hotel	904.30
02/14/26	04/06/26	Police	Andrea Donaldson	Per Diem	Police Conference- Meal Allowance	9.49
02/14/26	04/06/26	Police	Andrea Donaldson	Delta	Police Conference- Travel	70.00
02/13/26	04/06/26	Police	Andrea Donaldson	Per Diem	Police Conference - Meal Allowance	36.00
Reimbursement Total						1,212.28
02/10/26	04/06/26	Police	Joshua Sundgaard	Per Diem	Police Conference - Meal Allowance	31.91
02/10/26	04/06/26	Police	Joshua Sundgaard	Per Diem	Police Conference - Meal Allowance	32.59
02/11/26	04/06/26	Police	Joshua Sundgaard	Per Diem	Police Conference - Meal Allowance	36.82
02/11/26	04/06/26	Police	Joshua Sundgaard	Enterprise	Police Conference - Rental Car	195.78
02/11/26	04/06/26	Police	Joshua Sundgaard	Shell	Police Conference - Gas for rental car	18.09
Reimbursement Total						315.19
02/10/26	04/06/26	Police	Mike Vollman	Per Diem	Police Conference - Meal Allowance	16.65
02/10/26	04/06/26	Police	Mike Vollman	Per Diem	Police Conference - Meal Allowance	20.85
02/10/26	04/06/26	Police	Mike Vollman	Per Diem	Police Conference - Meal Allowance	3.90
02/11/26	04/06/26	Police	Mike Vollman	Per Diem	Police Conference - Meal Allowance	19.44
02/11/26	04/06/26	Police	Mike Vollman	Per Diem	Police Conference - Meal Allowance	7.53
02/11/26	04/06/26	Police	Mike Vollman	Per Diem	Police Conference - Meal Allowance	43.39
02/12/26	04/06/26	Police	Mike Vollman	Per Diem	Police Conference - Meal Allowance	7.53
02/12/26	04/06/26	Police	Mike Vollman	Per Diem	Police Conference - Meal Allowance	10.46
02/12/26	04/06/26	Police	Mike Vollman	Per Diem	Police Conference - Meal Allowance	25.95
02/13/26	04/06/26	Police	Mike Vollman	Per Diem	Police Conference - Meal Allowance	22.66
02/13/26	04/06/26	Police	Mike Vollman	Per Diem	Police Conference - Meal Allowance	7.53
02/13/26	04/06/26	Police	Mike Vollman	Per Diem	Police Conference - Meal Allowance	36.00
02/14/26	04/06/26	Police	Mike Vollman	Per Diem	Police Conference - Meal Allowance	7.30
02/10/26	04/06/26	Police	Mike Vollman	Uber	Police Conference - Travel	31.54
02/14/26	04/06/26	Police	Mike Vollman	Uber	Police Conference - Travel	29.95
2/10-2/14	04/06/26	Police	Mike Vollman	MSP Airport	Police Conference - Travel	110.00
02/12/26	04/06/26	Police	Mike Vollman	Per Diem	Police Conference - Meal Allowance	7.53
2/10-2/14	04/06/26	Police	Mike Vollman	Embassy Suites	Police Conference - Hotel	904.30
Reimbursement Total						1,312.51
02/17/26	04/06/26	Police	Jennah Bolstad	Southern New Hampshire University	Police - Tuition Reimbursement	1,026.00
Reimbursement Total						1,026.00
03/10/26	04/06/26	Police	Joe Gerhard	University	Police - Tuition Reimbursement	635.00
Reimbursement Total						635.00
03/04/26	04/06/26	Public Works	Bradley Morreim	CQ Glasses	Public Works - Safety Glasses	215.84
Reimbursement Total						215.84

**City of Blaine**

10801 Town Square Drive NE

Blaine MN 55449-8100

City Hall 763-706-4281 | BlaineMN.gov**Employee Reimbursement Listing
Q2 2026**

Transaction Date	Bills Paid Date	Department	Employee	Vendor	Description	Amount
02/19/26	04/06/26	Police	James Ross	Alien Gear Holsters	Police - Holster	7.57
					Reimbursement Total	7.57
03/02/26	04/06/26	Community Standards	Thomas Schmolke	Carolina	Community Standards - Boots	179.99
					Reimbursement Total	179.99
02/23/26	04/20/26	Police	Josh Sundgaard	Per Diem	Police Conference - Meal Allowance	44.56
02/24/26	04/20/26	Police	Josh Sundgaard	Per Diem	Police Conference - Meal Allowance	22.97
02/24/26	04/20/26	Police	Josh Sundgaard	Per Diem	Police Conference - Meal Allowance	19.68
02/25/26	04/20/26	Police	Josh Sundgaard	Per Diem	Police Conference - Meal Allowance	24.45
					Reimbursement Total	111.66
03/03/26	04/20/26	Public Works	Conor Allen	IRS Standard	Public Works Conference - Mileage & Parking	58.66
03/04/26	04/20/26	Public Works	Conor Allen	IRS Standard	Public Works Conference - Mileage & Parking	60.36
03/05/26	04/20/26	Public Works	Conor Allen	IRS Standard	Public Works Conference - Mileage & Parking	60.71
					Reimbursement Total	179.73
3/3/2026-3/5/2026	04/20/26	Public Works	Tony Anderson	IRS Standard	Public Works Conference - Mileage & Parking	53.43
					Reimbursement Total	53.43
03/08/26	04/20/26	Building Inspections	Sean Brown	Skechers	Building Inspections - Work boots	99.99
					Reimbursement Total	99.99
03/14/26	04/20/26	Public Works	Kyle Crowe	Fairfield	Public Works - Hotel Snow Removal	248.92
					Reimbursement Total	248.92
03/03/26-03/05/2026	04/20/26	Public Works	Kristian Gaasland	IRS Standard	Public Works Conference - Mileage/Parking	263.06
					Reimbursement Total	263.06
03/18/26	04/20/26	Police	Joe Gerhard	St. Mary's University	Tuition Reimbursement	660.00
					Reimbursement Total	660.00
03/03/26-03/05/23	04/20/26	Public Works	Josh Tosney	IRS Standard	Public Works Conference - Mileage/Parking	231.42
					Reimbursement Total	231.42
03/18/26	05/04/26	Police	Brandon Fettig	Per Diem	Police Conference - Meal Allowance	16.26
03/19/26	05/04/26	Police	Brandon Fettig	Per Diem	Police Conference - Meal Allowance	18.42
03/20/26	05/04/26	Police	Brandon Fettig	Per Diem	Police Conference - Meal Allowance	18.97
					Reimbursement Total	53.65
03/24/26-03/26/26	05/04/26	Public Works	Henry Brooks	IRS Standard	Public Works Conference - Mileage	128.76
					Reimbursement Total	128.76
03/24/26	05/04/26	Building Inspections	Jane Gough	IRS Standard	Building Inspections Conference - Mileage	32.76
					Reimbursement Total	32.76

**City of Blaine**

10801 Town Square Drive NE

Blaine MN 55449-8100

City Hall 763-706-4281 | BlaineMN.gov**Employee Reimbursement Listing****Q2 2026**

Transaction Date	Bills Paid Date	Department	Employee	Vendor	Description	Amount
03/30/26	05/04/26	Communications	Ben Hayle	Delta	Communications Conference - Travel	411.80
					Reimbursement Total	411.80
03/25/26	05/04/26	Planning	Shawn Kaye	IRS Standard	Planning Conference - Mileage	31.90
					Reimbursement Total	31.90
03/23/26	05/04/26	Planning	Alexander Koberoski	AICP	Planning - AICP Certification	349.00
					Reimbursement Total	349.00
03/17/26	05/04/26	Police	Travis Peterson	Per Diem	Police Conference - Meal Allowance	24.52
03/18/26	05/04/26	Police	Travis Peterson	Per Diem	Police Conference - Meal Allowance	25.00
03/19/26	05/04/26	Police	Travis Peterson	Per Diem	Police Conference - Meal Allowance	25.00
					Reimbursement Total	74.52
01/14/26-03/25/26	05/04/26	Administration	Erik Thorvig	IRS Standard	Administration - Mileage	123.25
					Reimbursement Total	123.25
03/30/26	05/04/26	Police	Jenna Bolstad	Southern New Hampshire University	Tuition Reimbursement	513.00
					Reimbursement Total	513.00
04/07/26	05/04/26	Public Works	Curtis Johnson	Anoka County	Public Works - CDL Reimbursement	19.00
					Reimbursement Total	19.00
03/30/26	05/18/26	Administration	Kristi Beyer	Hennipen County	Administration - Nontary Public Reimbursement	47.55
					Reimbursement Total	47.55
04/04/26	05/18/26	Building Inspections	Stanley Brouillard	Famous Footwear	Building Inspections - Safety Boots	99.99
					Reimbursement Total	99.99
3/25/26 - 3/27/26	05/18/26	City Clerks	Lisa Osterhues	IRS Standard	City Clerks MCFOA Conference - Mileage Reimbursement	63.95
					Reimbursement Total	63.95
04/13/26	05/18/26	Police	Emily Krech	Sun County	Police Conference - Travel	365.19
04/13/26	05/18/26	Police	Emily Krech	Jet's Pizza	Police Conference - Appreciation Meal	135.10
04/13/26	05/18/26	Police	Emily Krech	Best Western Hotel	Police Conference - Hotel	259.85
					Reimbursement Total	760.14
04/01/26	06/01/26	Police	Mark Boerboom	Delta Airlines	Police Conference - Travel	408.60
					Reimbursement Total	408.60

**City of Blaine**

10801 Town Square Drive NE

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Transaction Date	Bills Paid Date	Department	Employee	Vendor	Description	Amount
04/01/26	06/01/26	Police	Andrea Donaldson	Kwik Trip	Police Conference - Travel/Gas	24.17
					Reimbursement Total	24.17
04/22/26	06/01/26	Building Inspections	Jan Gough	Kohls	Building Inspections - Team Apparel	55.00
					Reimbursement Total	55.00
04/20/26	06/01/26	Building Inspections	Rhonda McDonald	Kohls	Building Inspections - Team Apparel	73.97
					Reimbursement Total	73.97
04/06/26	06/01/26	Police	Mychal Rygg	Uber	Police Conference - Transportation	111.60
					Reimbursement Total	111.60
04/22/26	06/01/26	Public Works	Bronson Kittleson	IRS Standartd	Public Works - Transportation Jury Duty	11.34
					Reimbursement Total	11.34
03/30/26	06/01/26	Police	Jennah Bolstad	Southern New Hampshire	Tuition Reimbursement	513.00
					Reimbursement Total	513.00
04/28/26	06/01/26	Public Works	Joel Bona	Anoka County	Public Works - CDL Reimbursement	19.00
					Reimbursement Total	19.00
04/28/26	06/01/26	Police	Logan Larson	Per Diem	Police Conference - Meal Allowance	23.60
04/28/26	06/01/26	Police	Logan Larson	Per Diem	Police Conference - Meal Allowance	28.84
04/29/26	06/01/26	Police	Logan Larson	Per Diem	Police Conference - Meal Allowance	24.74
04/30/26	06/01/26	Police	Logan Larson	Holiday Gas Station	Police Conference - Gas/Patrol Car	25.00
					Reimbursement Total	102.18
05/06/26	06/01/26	Engineering	Dan Schluender	IRS Standard	Engineering Conference - Mileage Reimbursement	191.40
05/06/26	06/01/26	Engineering	Dan Schluender	Grand View Lodge	Engineering Conference - Hotel	415.16
					Reimbursement Total	606.56
4/13 - 4/17	06/01/26	Police	Kayla Skoglund	IRS Standard	Police Conference - Mileage Reimbursement	290.00
4/14 - 4/16	06/01/26	Police	Kayla Skoglund	Per Diem	Police Conference - Meal Allowance	49.79
					Reimbursement Total	339.79
3/17 - 3/20	06/01/26	Police	Joshn Sundgaard	Per Diem	Police Conference - Meal Allowance	158.09
03/17/26	06/01/26	Police	Joshn Sundgaard	Uber	Police Conference - Travel	102.98
					Reimbursement Total	261.07
04/30/26	06/15/26	MAYC	Amanda Alms	Fleming Chiropractic	MAYC - DOT Exams	240.00
					Reimbursement Total	240.00

**City of Blaine**

10801 Town Square Drive NE

Blaine MN 55449-8100

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Transaction Date	Bills Paid Date	Department	Employee	Vendor	Description	Amount
04/29/26	06/15/26	Communications	Heidi Andrea	Delta	Communications - Travel	391.81
					Reimbursement Total	391.81
05/12/26	06/15/26	Public Works	Henry Brooks	Bethel University	Tuition Reimbursement	900.00
					Reimbursement Total	900.00
04/10/26	06/15/26	Building Inspections	Sean Brown	Duluth Trading	Building Inspections - Work clothing	263.99
					Reimbursement Total	263.99
04/16/26	06/15/26	Building Inspections	Sean Carpenter	Kohls	Building Inspections - Work clothing	76.44
					Reimbursement Total	76.44
05/12/26	06/15/26	Building Inspections	Jane Gough	Aldi	Building Inspections - Employee engagement refreshments	19.73
05/12/26	06/15/26	Building Inspections	Jane Gough	Costco	Building Inspections - Employee engagement refreshments	49.97
					Reimbursement Total	69.70
04/24/26	06/15/26	Communications	Ben Hayle	MSP Airport	Communications Conference - Parking	135.00
					Reimbursement Total	135.00
05/08/26-05/15/26	06/15/26	Police	Joseph Johnson	IRS Standard	Police Training - Milesage Reimbursement	476.76
05/11/26	06/15/26	Police	Joseph Johnson	Local 49 Training Ctr	Police Training - Training Center Fees	26.25
05/11/26	06/15/26	Police	Joseph Johnson	Anoka Exam Station	Class A CDL State License Fee	66.40
					Reimbursement Total	569.41
05/08/26	06/15/26	Public Works	Gavin Potter	Fleet Farm	Public Works - Steal Toe Boots	60.00
					Reimbursement Total	60.00
05/13/26	06/15/26	City Clerks	Cathy Sorenson	Parking	City Clerks Conference - Parking	14.00
04/13/26	06/15/26	City Clerks	Cathy Sorenson	Per Diem	City Clerks Conference - Meal Allowance	34.99
					Reimbursement Total	48.99
04/29/26 - 05/20/2026	06/15/26	Adminstration	Erik Thorvig	IRS Standard	Adminstration Conferences - Mileage Reimbursement	255.93
					Reimbursement Total	255.93
05/03/26	06/15/26	Police	Emily Krech	Sun Country	Police Conference - Baggage Fee's	50.00
05/03/26	06/15/26	Police	Emily Krech	Taxi Service	Police Conference - Transportation	74.00
05/03/26-05/08/26	06/15/26	Police	Emily Krech	Per Diem	Police Conference - Meal Allowance	227.16
05/08/26	06/15/26	Police	Emily Krech	Hilton	Police Conference - Hotel	1,301.65
05/08/26	06/15/26	Police	Emily Krech	American Airlines	Police Conference - Baggage Fee's	35.00
05/08/26	06/15/26	Police	Emily Krech	MSP Parking	Police Conference - Airport Parking	149.76
					Reimbursement Total	1,837.57



City of Blaine

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Employee Reimbursement Listing

Q2 2026

Transaction Date	Bills Paid Date	Department	Employee	Vendor	Description	Amount
05/04/26	06/15/26	Police	Mark Boreboom	Hilton	Police Conference - Hotel	719.28
05/05/26-05/07/26	06/15/26	Police	Mark Boreboom	Per Diem	Police Conference - Meal Allowance	121.00
05/08/26	06/15/26	Police	Mark Boreboom	Uber	Police Conference - Travel	62.01
					Reimbursement Total	902.29
05/19/26	06/15/26	Building Inspections	Brianna Freeman	IRS Standard	Building Inspections Conference - Mileage Reimbursement	27.51
					Reimbursement Total	27.51
05/21/26	06/15/26	Police	Joseph Gerhard	St. Mary's University	Tuition Reimbursement	660.00
					Reimbursement Total	660.00
05/18/26	06/15/26	Police	Wesley Villegas	Metropolitan State	Tuition Reimbursement	605.68
					Reimbursement Total	605.68
					Grand Total	19,032.46



City Issued Credit Card Purchases - Personnel Policy 21.0
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Transaction Date	Bills Paid	Department	Employee	Vendor	Description	Amount
03/18/26	07/20/26	Building Inspections	Dan Hauck	ICC	2021 Building Code Books - 1 staff	272.50
03/18/26	07/20/26	Building Inspections	Dan Hauck	ICC	License Renewal - 1 staff	130.00
03/18/26	07/20/26	Building Inspections	Dan Hauck	ICC	License Renewal - 1 staff	150.00
03/18/26	07/20/26	Building Inspections	Dan Hauck	MNDLI	Energy Code Update Seminar for Inspector	125.00
03/18/26	07/20/26	Building Inspections	Dan Hauck	MNDLI	Energy Code Update Seminar for Inspector	750.00
Statement Total						1,427.50
03/18/26	07/20/26	Information Technology	Paul Grosse	Zoho Corp	Zoho Desk Annual Renewal	1,380.00
03/18/26	07/20/26	Information Technology	Paul Grosse	DNS Made Easy	DNS Queries	7.07
Statement Total						1,387.07
03/18/26	07/20/26	Engineering	Lucy Gray	BNP Media Sub	ENR (ENR Subscription)	149.99
03/18/26	07/20/26	Engineering	Lucy Gray	MSFT*E070025X0C	Microsoft Azure (1/10/26 - 2/9/26)	6,296.38
Statement Total						6,446.37
03/18/26	07/20/26	Recreation	Joy Handt	Amazon Prime	Movie for MAYC	4.31
03/18/26	07/20/26	Recreation	Joy Handt	BP	Propane for the fire pit - Meet the Bunny	14.05
03/18/26	07/20/26	Recreation	Joy Handt	Cub Foods	Food for Breakfast with the Bunny	47.40
03/18/26	07/20/26	Recreation	Joy Handt	Home Depot	Batteries for the cultivatore Community Gardens	149.00
03/18/26	07/20/26	Recreation	Joy Handt	Home Depot	Cultivator for the community gardens	158.99
03/18/26	07/20/26	Recreation	Joy Handt	Michaels	Supplies for Breakfast with the Bunny	13.30
03/18/26	07/20/26	Recreation	Joy Handt	Oriental Trading	Crafts for spring programs	39.89
03/18/26	07/20/26	Recreation	Joy Handt	Temu	Items for spring events	30.45
03/18/26	07/20/26	Recreation	Joy Handt	Walmart	Food for cookie decorating and Breakfast with the Bunny	106.14
03/18/26	07/20/26	Recreation	Joy Handt	Walmart	Table clothes for Breakfast with the Bunny	6.00
03/18/26	07/20/26	Recreation	Joy Handt	KCM Eggroll	Lunch for staff and volunteers at Spring Fling	50.82
03/18/26	07/20/26	Recreation	Joy Handt	Walmart	Weights for the fitness room	29.99
Statement Total						650.34
03/18/26	07/20/26	Police	Andy Luedtke	Fire Marshal's Association of MN	Annual Membership Dues - 7 staff	280.00
Statement Total						280.00
03/18/26	07/20/26	Administration	Scott Johnson	LMC	2026 MCMA Conference - 1 staff	525.00
03/18/26	07/20/26	Administration	Scott Johnson	Madden's on Gull Lake	2026 MCMA Conference - 1 staff	408.06
Statement Total						933.06
03/18/26	07/20/26	Community Development	Sheila Sellman	APA	Membership Dues	398.40
03/18/26	07/20/26	Community Development	Sheila Sellman	Bridgetower Media The Business Journals	Finance & Commerce	28.00
03/18/26	07/20/26	Community Development	Sheila Sellman	SLUC	Subscription	70.00
03/18/26	07/20/26	Community Development	Sheila Sellman	SLUC	March 25 Meeting - 3 staff	204.00
Statement Total						700.40
03/18/26	07/20/26	Administration	Lisa Derr	Costco	Feb. Employee Wellness Event Supplies	232.92
03/18/26	07/20/26	Administration	Lisa Derr	Target	Feb. Employee Wellness Event Supplies	28.94
Statement Total						261.86
03/18/26	07/20/26	Facilities	Dudley Peno	Desky	Planning sit stand desk	842.30
03/18/26	07/20/26	Facilities	Dudley Peno	League MN Cities	Training safety & loss control	20.00
Statement Total						862.30



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City Issued Credit Card Purchases - Personnel Policy 21.0
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Transaction Date	Bills Paid	Department	Employee	Vendor	Description	Amount
03/18/26	07/20/26	Communications	Ben Hayle	Apple	Apple - Monthly iCloud Storage Fee	2.99
03/18/26	07/20/26	Communications	Ben Hayle	iStock	Monthly Stock Photography Subscription	70.00
03/18/26	07/20/26	Communications	Ben Hayle	Star Tribune	Annual Subscription	260.00
03/18/26	07/20/26	Communications	Ben Hayle	Panera	Employee Engagement Event Refreshments	43.92
Statement Total						376.91
03/18/26	07/20/26	Administration	Erik Thorvig	Business Journal	Subscription	230.00
Statement Total						230.00
03/18/26	07/20/26	Police	Russ Clark	Law Enforcement Drone	Membership Dues	84.15
Statement Total						84.15
03/18/26	07/20/26	Police	Josh Sundgaard	Casey's	Gas for squad	33.81
03/18/26	07/20/26	Police	Josh Sundgaard	Holiday	Gas for squad	44.80
03/18/26	07/20/26	Police	Josh Sundgaard	Delta Hotels	Accommodations for 1 staff	253.66
03/18/26	07/20/26	Police	Josh Sundgaard	Apple Store	Repair of personal property damaged on duty per po	411.55
Statement Total						743.82
03/18/26	07/20/26	Police	Brian Podany	Apple.com	iCloud storage	2.99
03/18/26	07/20/26	Police	Brian Podany	Capitol Hill Hotel	Accommodations	2,381.23
03/18/26	07/20/26	Police	Brian Podany	Flavio	DC SOTU meeting/dinner	43.66
03/18/26	07/20/26	Police	Brian Podany	Hawk N Dove	DC SOTU lunch	37.34
03/18/26	07/20/26	Police	Brian Podany	Lyft	DC SOTU ride to hotel	25.25
03/18/26	07/20/26	Police	Brian Podany	Lyft	DC SOTU ride to meeting with Feds	12.96
03/18/26	07/20/26	Police	Brian Podany	Lyft	DC SOTU ride to meeting with Ferguson Group	10.05
03/18/26	07/20/26	Police	Brian Podany	MSP Airport Parking	DC SOTU trip	130.23
03/18/26	07/20/26	Police	Brian Podany	Sonoma Restaurant	DC SOTU dinner	53.54
Statement Total						2,697.25
03/18/26	07/20/26	Police	Mike Rygg	General Conference on	Martinizing of Blaine -Dry cleaning for Honor Guard uniforms	7.68
03/18/26	07/20/26	Police	Mike Rygg	Crimes	2026 Conf on Crimes Against Women	1,250.00
03/18/26	07/20/26	Police	Mike Rygg	Delta Air	Airfare, AXON conference	260.80
03/18/26	07/20/26	Police	Mike Rygg	Delta Air	Airfare, AXON conference	260.80
Statement Total						1,779.28
03/18/26	07/20/26	Police	Mark Boerboom	Delta Air	Flights for Conference	666.79
03/18/26	07/20/26	Police	Mark Boerboom	Delta Air	Flights for Conference	666.79
03/18/26	07/20/26	Police	Mark Boerboom	Sheraton Dallas	Accommodations for Conference	201.21
03/18/26	07/20/26	Police	Mark Boerboom	Sheraton Dallas	Accommodations for Conference	201.21
Statement Total						1,736.00
03/18/26	07/20/26	Police	Zach Johnson	Govt Social Media	Membership	99.00
03/18/26	07/20/26	Police	Zach Johnson	International Co	Response Mission - Membership	50.00
03/18/26	07/20/26	Police	Zach Johnson	Caribou Coffee	Community Outreach Rotary Club	21.61
03/18/26	07/20/26	Police	Zach Johnson	Kwik Trip	Community Alliance Meeting items	22.93
03/18/26	07/20/26	Police	Zach Johnson	Allianz Travel Ins	Trip protection	36.91
03/18/26	07/20/26	Police	Zach Johnson	BCA Training Education	DMT -G Recertification Training	150.00
03/18/26	07/20/26	Police	Zach Johnson	City of Brooklyn Park	3 day Advanced Crypto Class	300.00
03/18/26	07/20/26	Police	Zach Johnson	City of Brooklyn Park	Refund for cancelled class	(100.00)
03/18/26	07/20/26	Police	Zach Johnson	Country Inn & Stes	Credit for an overcharge	(239.32)
03/18/26	07/20/26	Police	Zach Johnson	Defensive Edge	Defensive Edge Training	1,100.00



City Issued Credit Card Purchases - Personnel Policy 21.0
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Transaction Date	Bills Paid	Department	Employee	Vendor	Description	Amount
03/18/26	07/20/26	Police	Zach Johnson	Delta Air	Airfare for International Co -Response Mission Conf	546.80
03/18/26	07/20/26	Police	Zach Johnson	International Co	Response Mission - Conference	600.00
03/18/26	07/20/26	Police	Zach Johnson	MACIA	Midwest Investigations & Analysis Conference	375.00
03/18/26	07/20/26	Police	Zach Johnson	Maddens on Gull Lake	Accommodations for Investigators Conference	1,477.44
03/18/26	07/20/26	Police	Zach Johnson	Midwest Gang Invest	Class	325.00
03/18/26	07/20/26	Police	Zach Johnson	Minnesota County Attorney	Impaired Driving Laws	110.00
03/18/26	07/20/26	Police	Zach Johnson	Minnesota Sheriffs Assoc	Advanced Data Practices Courseq	175.00
03/18/26	07/20/26	Police	Zach Johnson	Minnesota Sheriffs Assoc	Advanced Data Practices Training	175.00
03/18/26	07/20/26	Police	Zach Johnson	Minnesota Sheriffs Assoc	Advanced Gun Laws Course	175.00
03/18/26	07/20/26	Police	Zach Johnson	Minnesota Sheriffs Assoc	Basic Data Practices Training	90.00
03/18/26	07/20/26	Police	Zach Johnson	Minnesota Sheriffs Assoc	Basic Gun Laws Class	90.00
Statement Total						5,580.37
03/18/26	07/20/26	Police	Kelly Jahnke	USPCA	Membership - 1 staff	85.00
03/18/26	07/20/26	Police	Kelly Jahnke	Blaine Area Pet Hospital	Vet Services for K9	101.08
Statement Total						186.08
03/18/26	07/20/26	Police	Reggie Larson	Royal Canin	Dog food for K9	157.25
Statement Total						157.25
03/18/26	07/20/26	Finance	Jason Zimmerman	MGFOA	Annual Dues 26/27 - 1 staff	80.00
Statement Total						80.00
03/18/26	07/20/26	Public Works	Nick Fleischhacker	Fleet Farm	Sander Rack Hooks - Sewer	41.39
03/18/26	07/20/26	Public Works	Nick Fleischhacker	ISA	Study Guide/Manual - Forestry	74.42
03/18/26	07/20/26	Public Works	Nick Fleischhacker	Prairie Moon Nursery	Seed for Laddie Lake - Forestry	308.66
03/18/26	07/20/26	Public Works	Nick Fleischhacker	Kwik Trip	Mixed Gas Small Equipment	112.50
03/18/26	07/20/26	Public Works	Nick Fleischhacker	Dept of Ag	Pesticide License Renewal	45.00
03/18/26	07/20/26	Public Works	Nick Fleischhacker	Dept of Ag	Credit Card fee	0.97
03/18/26	07/20/26	Public Works	Nick Fleischhacker	League of MN Cities	Safety & Loss Control Wkshp -1 staff	20.00
03/18/26	07/20/26	Public Works	Nick Fleischhacker	Harbor Freight	Field hand Tools - Water	224.87
03/18/26	07/20/26	Public Works	Nick Fleischhacker	Thorn Bros	Ice Auger - Sign Shop	164.35
Statement Total						992.16
03/18/26	07/20/26	Public Works	Jason Grode	Appliance Parts Pros	Microwave Parts for the Break Room	17.17
03/18/26	07/20/26	Public Works	Jason Grode	Fairfield Inn	Hotel for Blizzard/Plowing - 1 staff	132.24
03/18/26	07/20/26	Public Works	Jason Grode	Fairfield Inn	Hotel for Blizzard/Plowing - 1 staff	132.24
03/18/26	07/20/26	Public Works	Jason Grode	Fairfield Inn	Hotel for Blizzard/Plowing - 1 staff	132.24
03/18/26	07/20/26	Public Works	Jason Grode	Fairfield Inn	Hotel for Blizzard/Plowing - 1 staff	132.24
03/18/26	07/20/26	Public Works	Jason Grode	Fairfield Inn	Hotel for Blizzard/Plowing - 1 staff	132.24
03/18/26	07/20/26	Public Works	Jason Grode	Fairfield Inn	Hotel for Blizzard/Plowing - 1 staff	132.24
03/18/26	07/20/26	Public Works	Jason Grode	Fairfield Inn	Hotel for Blizzard/Plowing - 1 staff	132.24
03/18/26	07/20/26	Public Works	Jason Grode	Fairfield Inn	Hotel for Blizzard/Plowing - 1 staff	132.24
03/18/26	07/20/26	Public Works	Jason Grode	Fairfield Inn	Hotel for Blizzard/Plowing - 1 staff	132.24
03/18/26	07/20/26	Public Works	Jason Grode	Fairfield Inn	Hotel for Blizzard/Plowing - 1 staff	132.24
03/18/26	07/20/26	Public Works	Jason Grode	Fairfield Inn	Hotel for Blizzard/Plowing - 1 staff	132.24
03/18/26	07/20/26	Public Works	Jason Grode	Fairfield Inn	Hotel for Blizzard/Plowing - 1 staff	132.24
03/18/26	07/20/26	Public Works	Jason Grode	League of MN Cities	Safety & Loss Control Wkshp - 1 staff	20.00
03/18/26	07/20/26	Public Works	Jason Grode	PSN Minnesota RWA	2026Technical Conference - 1 staff	200.00
03/18/26	07/20/26	Public Works	Jason Grode	St. Cloud Parking System	2026 MRWA Water Conference - 1 staff	10.00
Statement Total						1,701.81



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Transaction Date	Bills Paid	Department	Employee	Vendor	Description	Amount
04/16/26	07/20/26	Engineering	Lucy Gray	Board of AELSLAGID	PE Renewal - 1 staff	122.50
04/16/26	07/20/26	Engineering	Lucy Gray	Board of AELSLAGID	PE Renewal - 1 staff	122.50
04/16/26	07/20/26	Engineering	Lucy Gray	Board of AELSLAGID	PE Renewal - 1 staff	122.50
04/16/26	07/20/26	Engineering	Lucy Gray	Board of AELSLAGID	PE Renewal - 1 staff	122.50
04/16/26	07/20/26	Engineering	Lucy Gray	MSFT*E0700ZEXZE	Microsoft Azure (2/10/26 - 3/9/26) -Microsoft Azure (2/10/26 - 3/9/26)	5,872.33
04/16/26	07/20/26	Engineering	Lucy Gray	2026 APWA	2026 APWA Conference	620.99
Statement Total						6,983.32
04/16/26	07/20/26	Facilities	Dudley Peno	Buildings & Structures	Robert Brooke & Assoc - Wall mounted auto door holder	115.28
04/16/26	07/20/26	Facilities	Dudley Peno	Buildings & Structures	The Webstaurant Store - MAYC Wall shelf	136.55
Statement Total						251.83
04/16/26	07/20/26	Community Development	Sheila Sellman	MetroNorth Chamber	2026 Business Award Luncheon	35.00
Statement Total						35.00
04/16/26	07/20/26	Police	Reggie Larson	Armstrong Ranch	Boarding for K9	221.63
04/16/26	07/20/26	Police	Reggie Larson	Mad Rabbits Pine Peaks Restaurant	Out of Town K9 Training	34.00
04/16/26	07/20/26	Police	Reggie Larson	Ls The Yellow House	Out of Town K9 Training	20.00
04/16/26	07/20/26	Police	Reggie Larson	Circle K	Out of Town K9 Training	14.76
04/16/26	07/20/26	Police	Reggie Larson	Circle K	Out of Town K9 Training	50.31
Statement Total						340.70
04/16/26	07/20/26	Police	Russ Clark	BP#6285928J&R	Fuel for squad #5286, travel for command vehicle	74.42
Statement Total						74.42
04/16/26	07/20/26	Police	Joe Gerhard	Embassy Suites	Accommodations for Axon Conference in TN	3,574.43
04/16/26	07/20/26	Police	Joe Gerhard	www.Trynova.org	Victim Services Event	70.00
Statement Total						3,644.43
04/16/26	07/20/26	Police	Brian Podany	Apple.com	iCloud storage	2.99
04/16/26	07/20/26	Police	Brian Podany	Teleflora	Flowers for former BPD Sgt. Ben Hedlund's funeral	135.62
04/16/26	07/20/26	Police	Brian Podany	Green Mill	Meals at MCPA Conf -3 staff	74.39
04/16/26	07/20/26	Police	Brian Podany	POST Board Service Fee	POST Board License Fees for new officer	1.94
04/16/26	07/20/26	Police	Brian Podany	State of MN POST Board	New officer Sam Fohrman POST License	90.00
Statement Total						304.94
04/16/26	07/20/26	Police	Josh Sundgaard	Circle K	Fuel for Sundgaard's squad for USPIS Task Force	55.37
04/16/26	07/20/26	Police	Josh Sundgaard	Courtyard	Accommodation for Sundgaard for USPIS Task Force	662.94
Statement Total						718.31



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Transaction Date	Bills Paid	Department	Employee	Vendor	Description	Amount
04/16/26	07/20/26	Police	Mike Rygg	AutoZone	Window film kit	15.13
04/16/26	07/20/26	Police	Mike Rygg	The UPS Store	Stalker Radar repair shipping cost	17.78
04/16/26	07/20/26	Police	Mike Rygg	Delta Air	Baggage Fee	70.00
04/16/26	07/20/26	Police	Mike Rygg	Delta Air	Baggage Fee	70.00
04/16/26	07/20/26	Police	Mike Rygg	Margaritaville Ole Red Nashville	Meals for Axon Week	60.00
04/16/26	07/20/26	Police	Mike Rygg	Airport	Meals for Axon Week	61.00
04/16/26	07/20/26	Police	Mike Rygg	Raising Canes	Meals for Axon Week	34.44
04/16/26	07/20/26	Police	Mike Rygg	TST Hattie B's	Meals for Axon Week	55.57
04/16/26	07/20/26	Police	Mike Rygg	TST Nash House	Meals for Axon Week Conference	70.25
Statement Total						454.17
04/16/26	07/20/26	Police	Mark Boerboom	Hampton Inns	Accommodations in WI for Command Vehicle	233.82
Statement Total						233.82
04/16/26	07/20/26	Administration	Erik Thorvig	LMC	MCMA Conference Event	40.00
04/16/26	07/20/26	Administration	Erik Thorvig	Maddens on Gull Lake	Lodging 2026 MCMA Conf.	408.06
Statement Total						448.06
04/16/26	07/20/26	Administration	Lisa Derr	Costco	May Employee Wellness Event Supplies	24.99
04/16/26	07/20/26	Administration	Lisa Derr	Metro North Chamber	Feb. Legislative Round Table Registration	60.00
04/16/26	07/20/26	Administration	Lisa Derr	Metro North Chamber	May Event Registration	697.00
Statement Total						781.99
04/16/26	07/20/26	Public Works	Jason Grode	Petersons North Branch	Straw Bales - Savanna Oaks	77.31
04/16/26	07/20/26	Public Works	Jason Grode	Fairfield Inn	Hotel for Blizzard/Plowing -1 staff	132.24
Statement Total						209.55
04/16/26	07/20/26	Public Works	Nick Fleischhacker	Lowes	Microwaves for PW Lunchroom	807.69
04/16/26	07/20/26	Public Works	Nick Fleischhacker	Petersons North Branch	Grass Seed/Straw - Parks	116.15
04/16/26	07/20/26	Public Works	Nick Fleischhacker	Petersons North Branch	Straw Bales/Seed - Parks	110.35
04/16/26	07/20/26	Public Works	Nick Fleischhacker	USPS	Postage for Water Dept	35.49
04/16/26	07/20/26	Public Works	Nick Fleischhacker		2024 Capital Well Interference -2024 Capital Well Interference	6,068.10
04/16/26	07/20/26	Public Works	Nick Fleischhacker	Situ Inc	Water Operators School -1 staff	320.00
04/16/26	07/20/26	Public Works	Nick Fleischhacker	MNAWWA	Small tools for water - Wrenches/screwdrivers	523.25
04/16/26	07/20/26	Public Works	Nick Fleischhacker	Harbor Freight	Tool cabinet/casters for Water Dept	384.87
Statement Total						8,365.90
04/16/26	07/20/26	Recreation	Joy Handt	Aldi	Lemonade for Breakfast with the Bunny	2.16
04/16/26	07/20/26	Recreation	Joy Handt	Amazon video	MAYC movie of the month	4.31
04/16/26	07/20/26	Recreation	Joy Handt	Dollar Tree	Supplies for Spring events	3.51
04/16/26	07/20/26	Recreation	Joy Handt	Hyvee	Cookies for Cookie Decorating program	126.00
04/16/26	07/20/26	Recreation	Joy Handt	LakeShore	Small muscle items for Playnet Juniors	101.95
04/16/26	07/20/26	Recreation	Joy Handt	Michaels	Supplies for Spring events	43.75
04/16/26	07/20/26	Recreation	Joy Handt	Michaels	Cardstock for programs	4.98
04/16/26	07/20/26	Recreation	Joy Handt	OTC	Supplies for the Tea Party	30.97
04/16/26	07/20/26	Recreation	Joy Handt	Temu	Card holders for winter events	13.18
04/16/26	07/20/26	Recreation	Joy Handt	Temu	Playnet bag favors for the end of the program	55.38
04/16/26	07/20/26	Recreation	Joy Handt	Temu	Playnet supplies	30.69
04/16/26	07/20/26	Recreation	Joy Handt	Temu	Spring bags for Spring Events	18.68
04/16/26	07/20/26	Recreation	Joy Handt	Temu	Supplies for Meet the Bunny	49.22
04/16/26	07/20/26	Recreation	Joy Handt	Temu	Supplies for Playnet	41.33
04/16/26	07/20/26	Recreation	Joy Handt	Temu	Supplies for the Prince and Princess Party	38.24
04/16/26	07/20/26	Recreation	Joy Handt	Walmart	Baskets for Meet the Bunny event	63.62



City of Blaine
 10801 Town Square Drive NE
 Blaine MN 55449-8100
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Transaction Date	Bills Paid	Department	Employee	Vendor	Description	Amount
04/16/26	07/20/26	Recreation	Joy Handt	Walmart	Food for Breakfast with the Bunny	51.97
04/16/26	07/20/26	Recreation	Joy Handt	Walmart	Frosting for Cookie Decorating	19.69
04/16/26	07/20/26	Recreation	Joy Handt	Walmart	Supplies for Cookie Decorating	71.62
Statement Total						771.25
04/16/26	07/20/26	Police	Kelly Jahnke	USPCA	Credit	(85.00)
04/16/26	07/20/26	Police	Kelly Jahnke	Royal Canin Pine Peaks	K9 Officer Dog Food	218.21
04/16/26	07/20/26	Police	Kelly Jahnke	Restaurant	Travel and Meal Allowance for K9 Training	21.90
04/16/26	07/20/26	Police	Kelly Jahnke	Mad Rabbits	Travel and Meal Allowance for K9 Training	55.13
04/16/26	07/20/26	Police	Kelly Jahnke	Kwik Trip	Travel and Meal Allowance for K9 Training	37.97
Statement Total						248.21
04/16/26	07/20/26	Police	Alexander Moore	Royal Canin Pine Peaks	K9 Officer Dog Food	239.97
04/16/26	07/20/26	Police	Alexander Moore	Restaurant	Breakfast	17.98
04/16/26	07/20/26	Police	Alexander Moore	Circle K Pine Peaks	Gas for squad	52.79
04/16/26	07/20/26	Police	Alexander Moore	Restaurant	Lunch	24.24
Statement Total						334.98
04/16/26	07/20/26	Police	Zach Johnson	4Imprint Inc.	Outreach giveaways	297.26
04/16/26	07/20/26	Police	Zach Johnson	Jet's Pizza	Pizza for 911 Dispatch Appreciation	335.58
04/16/26	07/20/26	Police	Zach Johnson	Live Fire Tactical	Type 3 malfunction rounds	230.50
04/16/26	07/20/26	Police	Zach Johnson	2026 Minnesota Juv Allied Medical	MNJOE Conference Reg -1 staff	316.70
04/16/26	07/20/26	Police	Zach Johnson	Training	Kelsey Keil CPR Certification	80.00
04/16/26	07/20/26	Police	Zach Johnson	B2G LLC	Refund for cancelled class	(225.00)
04/16/26	07/20/26	Police	Zach Johnson	B2G, LLC	LE Training	225.00
04/16/26	07/20/26	Police	Zach Johnson	BCA Training	DMT -G Online Recertification Training (9 Officers)	675.00
04/16/26	07/20/26	Police	Zach Johnson	Breezy Point	Accommodations for Death/Missing Person Conf	450.99
04/16/26	07/20/26	Police	Zach Johnson	Breezy Point	Accommodations for MAPET Conference	428.43
04/16/26	07/20/26	Police	Zach Johnson	Glock Professional	Armorer Course	600.00
04/16/26	07/20/26	Police	Zach Johnson	Glock Professional	Refund for cancelled class	(600.00)
04/16/26	07/20/26	Police	Zach Johnson	MAPET	2026 MAPET Annual Conf -1 staff	250.00
04/16/26	07/20/26	Police	Zach Johnson	MAPET	2026 MAPET Annual Conf -1 staff	250.00
04/16/26	07/20/26	Police	Zach Johnson	MAPET	2026 MAPET Annual Conf -1 staff	125.00
04/16/26	07/20/26	Police	Zach Johnson	MAPET	2026 MAPET Annual Conf -1 staff	250.00
04/16/26	07/20/26	Police	Zach Johnson	Storm Training Group	Instructor Training -3 staff	3,897.00
04/16/26	07/20/26	Police	Zach Johnson	Whitefish Lodge & Crosslake	Accommodation for K9 Trials -1 staff	126.85
04/16/26	07/20/26	Police	Zach Johnson	Whitefish Lodge & Crosslake	Accommodation for K9 Trials -1 staff	126.85
04/16/26	07/20/26	Police	Zach Johnson	Whitefish Lodge & Crosslake	Accommodation for K9 Trials -1 staff	126.85
Statement Total						7,967.01
04/16/26	07/20/26	Administration	Scott Johnson	NeoGov	Conference - 1 Staff	30.00
Statement Total						30.00
04/16/26	07/20/26	Communications	Ben Hayle	MN Association of Gov Communicators	Industry Award Entry Fees	270.00
04/16/26	07/20/26	Communications	Ben Hayle	Apple	Monthly iCloud Storage Fee	2.99
04/16/26	07/20/26	Communications	Ben Hayle	iStock	Monthly Stock Photography Subscription	70.00
04/16/26	07/20/26	Communications	Ben Hayle	3CMA	Annual Conference Registration	1,290.00
04/16/26	07/20/26	Communications	Ben Hayle	Government Social Media Association	AI Workshop	115.00
Statement Total						1,747.99



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Transaction Date	Bills Paid	Department	Employee	Vendor	Description	Amount
05/18/26	07/20/26	Recreation	Jerome Krieger	Walmart	Food for the Alice in Wonderland Tea Party	180.20
05/18/26	07/20/26	Recreation	Jerome Krieger	Border States Industries	Light Fixture and Pole for Aquatore Park	1,316.60
05/18/26	07/20/26	Recreation	Jerome Krieger	Gov*Anoka	Anoka County permit for parade	50.00
Statement Total						1,546.80
05/18/26	07/20/26	Engineering	Lucy Gray	Board of AELSLAGID	PE License Renewal -1 staff	122.50
05/18/26	07/20/26	Engineering	Lucy Gray	MSFT*E0700Z008E	Microsoft Azure (3/10/26 - 4/9/26)	6,468.99
05/18/26	07/20/26	Engineering	Lucy Gray	Minnesota GIS LIS	Spring Workshop -1 staff	130.00
Statement Total						6,721.49
05/18/26	07/20/26	Building Inspections	Dan Hauck	ICC	Books & Pamphlets	283.50
05/18/26	07/20/26	Building Inspections	Dan Hauck	Dollar Tree	Game on Event Basket Items	4.60
05/18/26	07/20/26	Building Inspections	Dan Hauck	Aldi	Game On Event Gift Basket Items	37.26
05/18/26	07/20/26	Building Inspections	Dan Hauck	Walmart	Game On Event Gift Basket Items	58.64
05/18/26	07/20/26	Building Inspections	Dan Hauck	Walmart	Game On Event Gift Basket Online Item	41.96
Statement Total						425.96
05/18/26	07/20/26	Police	Russ Clark	FAA Drone Zone	FAA renewal fee for small UAS	5.00
05/18/26	07/20/26	Police	Russ Clark	Craguns	PMS - Accommodations for MCPA Fall Leadership Summit	243.84
05/18/26	07/20/26	Police	Russ Clark	Minnesota Chiefs of Police	2026 MCPA Fall Leadership Summit	309.00
Statement Total						557.84
05/18/26	07/20/26	Police	Joe Gerhard	Best Western	Accommodations for MCPA Awards -1 staff	259.85
05/18/26	07/20/26	Police	Joe Gerhard	Best Western	Accommodations for MCPA ETI Conference -1 staff	481.38
05/18/26	07/20/26	Police	Joe Gerhard	Best Western	Accommodations for MCPA ETI Conference -1 staff	481.38
Statement Total						1,222.61
05/18/26	07/20/26	Police	Josh Sundgaard	Holiday	Gas for squad	56.11
05/18/26	07/20/26	Police	Josh Sundgaard	Kwik Trip	Fuel for squad	114.61
05/18/26	07/20/26	Police	Josh Sundgaard	Courtyard by Marriott	Accommodations for USPIS Task Force	834.69
05/18/26	07/20/26	Police	Josh Sundgaard	Marriott	Accommodations for USPIS Task Force -1 staff	340.23
05/18/26	07/20/26	Police	Josh Sundgaard	SpotHero	Parking Pass	127.20
Statement Total						1,472.84
05/18/26	07/20/26	Police	Mike Rygg	Galls	Disposable Double Cuffs (10 pack)	143.76
05/18/26	07/20/26	Police	Mike Rygg	Minnesota Chiefs of Police	2026 MCPA Fall Leadership Summit	309.00
Statement Total						452.76
05/18/26	07/20/26	Recreation	Joy Handt	Michaels	Cardstock for events	7.56
05/18/26	07/20/26	Recreation	Joy Handt	Prime Digital	MAYC movie of the month	6.48
05/18/26	07/20/26	Recreation	Joy Handt	Soil and Sunshine	Flowers for planters	138.00
05/18/26	07/20/26	Recreation	Joy Handt	Club	Bikes for the Bike Rodeo	271.74
05/18/26	07/20/26	Recreation	Joy Handt	Target	Playnet supplies	32.61
05/18/26	07/20/26	Recreation	Joy Handt	Temu	Sizzling Summer free craft for the event & flashlight	45.87
05/18/26	07/20/26	Recreation	Joy Handt	Temu	4/27 Playnet supplies	27.36
05/18/26	07/20/26	Recreation	Joy Handt	Temu	4/27 Sizzling Summer free craft	77.00
05/18/26	07/20/26	Recreation	Joy Handt	Temu	4/27 Princess party	24.92
05/18/26	07/20/26	Recreation	Joy Handt	Temu	4/27 Playnet supplies	50.90
05/18/26	07/20/26	Recreation	Joy Handt	Temu	Credit for shipping	(2.99)
05/18/26	07/20/26	Recreation	Joy Handt	Temu	Playnet small muscle center supplies	73.15



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Transaction Date	Bills Paid	Department	Employee	Vendor	Description	Amount
05/18/26	07/20/26	Recreation	Joy Handt	Temu	Supplies for events	23.94
05/18/26	07/20/26	Recreation	Joy Handt	Temu	Credit for shipping	(2.99)
05/18/26	07/20/26	Recreation	Joy Handt	Walmart	Playnet supplies	128.11
05/18/26	07/20/26	Recreation	Joy Handt	Walmart	Supplies for Tea Party	46.52
Statement Total						948.18
05/18/26	07/20/26	Police	Brian Podany	Apple.com	ICloud storage	2.99
05/18/26	07/20/26	Police	Brian Podany	The Star Tribune	Online subscription	62.27
05/18/26	07/20/26	Police	Brian Podany	Best Western	Accommodations for MCPA ETI Conference - 1 staff	481.38
05/18/26	07/20/26	Police	Brian Podany	McDonalds	MCPA Conference lunch - 1 staff	15.63
05/18/26	07/20/26	Police	Brian Podany	POST Board	Licensing	1,620.00
Statement Total						2,182.27
05/18/26	07/20/26	Police	Zach Johnson	4Imprint Inc.	Outreach giveaways	7,116.36
05/18/26	07/20/26	Police	Zach Johnson	Cub Foods	Community Alliance Meeting items	31.38
05/18/26	07/20/26	Police	Zach Johnson	Excel Promotional Products	Community outreach giveaways	2,200.00
05/18/26	07/20/26	Police	Zach Johnson	SQ Custom Made Enterprises	Community outreach items	1,459.95
05/18/26	07/20/26	Police	Zach Johnson	USPS.com	Evidence postage	21.94
05/18/26	07/20/26	Police	Zach Johnson	Barron County Waste Elavon Srv Fee	Waste Recycling	100.00
05/18/26	07/20/26	Police	Zach Johnson	Barron	Waste Recycling Fee	3.00
05/18/26	07/20/26	Police	Zach Johnson	AAA Safety Patrol	School safety patrol materials	280.00
05/18/26	07/20/26	Police	Zach Johnson	BCA	DMT G Certification Training - 1 staff	375.00
05/18/26	07/20/26	Police	Zach Johnson	BCA	DMT G Certification Training - 1 staff	375.00
05/18/26	07/20/26	Police	Zach Johnson	BCA	DMT G Certification Training - 1 staff	375.00
05/18/26	07/20/26	Police	Zach Johnson	BCA	DMT G Certification Training - 1 staff	375.00
05/18/26	07/20/26	Police	Zach Johnson	Cub Foods	SFST class items	44.41
05/18/26	07/20/26	Police	Zach Johnson	EB 2026 Minnesota Juv	Conference - 1 staff	316.70
05/18/26	07/20/26	Police	Zach Johnson	Govt Social Media	GSMCON2026 Conference - 1 staff	115.00
05/18/26	07/20/26	Police	Zach Johnson	Hy-Vee	SFST class items	30.72
05/18/26	07/20/26	Police	Zach Johnson	Kwik Trip	SFST class items	8.63
05/18/26	07/20/26	Police	Zach Johnson	LETAC	Operating training - 1 staff	119.00
05/18/26	07/20/26	Police	Zach Johnson	MACIA	Midwest Investigations webinar - 1 staff	40.00
05/18/26	07/20/26	Police	Zach Johnson	MACIA	Midwest Investigations webinar - Estby	40.00
05/18/26	07/20/26	Police	Zach Johnson	MN Law Enforcement	Admin June 2026 training - 1 staff	75.00
05/18/26	07/20/26	Police	Zach Johnson	MN Law Enforcement	Admin June 2026 training - 1 staff	75.00
05/18/26	07/20/26	Police	Zach Johnson	NU CPS Registration	Traffic RADAR/LIDAR training	1,095.00
05/18/26	07/20/26	Police	Zach Johnson	PAYPAL USPCA 12	K9 Recertification - 1 staff	160.00
05/18/26	07/20/26	Police	Zach Johnson	PAYPAL USPCA 12	K9 Recertification - 1 staff	160.00
05/18/26	07/20/26	Police	Zach Johnson	PAYPAL USPCA 12	K9 Recertification - 1 staff	160.00
05/18/26	07/20/26	Police	Zach Johnson	Pepperball	Instructor/Armorer Certification - 1 staff	1,850.00
05/18/26	07/20/26	Police	Zach Johnson	Sams Club	LETAC training items	114.01
05/18/26	07/20/26	Police	Zach Johnson	Target	SFST class items	137.63
05/18/26	07/20/26	Police	Zach Johnson	WAVE Blue Ethos	Blue Ethos Specialized training	375.00
05/18/26	07/20/26	Police	Zach Johnson	WM Supercenter	SFST Class items	93.50
Statement Total						17,722.23
05/18/26	07/20/26	Facilities	Dudley Peno	Walmart	MAYC parts for oven	27.54
05/18/26	07/20/26	Facilities	Dudley Peno	Desky	CS & PD sit stand desk (3)	1,683.52
Statement Total						1,711.06



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Transaction Date	Bills Paid	Department	Employee	Vendor	Description	Amount
05/18/26	07/20/26	Community Development	Sheila Sellman	Bridgetower Media	Finance & Commerce -1 staff	349.00
05/18/26	07/20/26	Community Development	Sheila Sellman	APA	AICP One Path Registration Scholarship -1 staff	85.00
05/18/26	07/20/26	Community Development	Sheila Sellman	CRAGUNS	2026 Summer Conference -1 staff	341.46
05/18/26	07/20/26	Community Development	Sheila Sellman	EDAM	2026 Summer Conference -1 staff	395.00
Statement Total						1,170.46
05/18/26	07/20/26	Information Technology	Paul Grosse	TRANSECTOR	Enhanced GPS Antenna	241.98
05/18/26	07/20/26	Information Technology	Paul Grosse	DNS Made Easy	DNS Made Easy - DNS Queries Fee	22.30
05/18/26	07/20/26	Information Technology	Paul Grosse	Exclaimer	Exclaimer - Email Signature Software	3,750.00
05/18/26	07/20/26	Information Technology	Paul Grosse	PCAPRE	PCAPRE - Network Traffic AI Security Analysis	9.00
Statement Total						4,023.28
05/18/26	07/20/26	Public Works	Nick Fleischhacker	All Data	Subscription Renewal 5/1/26-5/1/2027	1,500.00
05/18/26	07/20/26	Public Works	Nick Fleischhacker	Apple.com/ Bill	Subscription	11.88
05/18/26	07/20/26	Public Works	Nick Fleischhacker	Kwik Trip	Fuel Mechanics 5/1/26	229.50
05/18/26	07/20/26	Public Works	Nick Fleischhacker	CSWEA	Sewer Training	300.00
05/18/26	07/20/26	Public Works	Nick Fleischhacker	CSWEA	Sewer Training	535.00
05/18/26	07/20/26	Public Works	Nick Fleischhacker	Minnesota Municipal	Utilities Wkshop - 3 staff	1,755.00
05/18/26	07/20/26	Public Works	Nick Fleischhacker	CSWEA	Refund	(455.00)
Statement Total						3,876.38
05/18/26	07/20/26	Administration	Scott Johnson	Panera	Spring Supervisor Lunch Meeting	610.76
05/18/26	07/20/26	Administration	Scott Johnson	Maddens at Gull Lake	Refund	(204.03)
Statement Total						406.73
05/18/26	07/20/26	Police	Mark Boerboom	IALEIA, Inc.	Intelligence Analysts Membership -1 staff	50.00
05/18/26	07/20/26	Police	Mark Boerboom	UPS	Shipping of patrol equipment	106.40
05/18/26	07/20/26	Police	Mark Boerboom	Craguns	PMS - Accommodations for MCPA Fall Leadership Summit	297.48
05/18/26	07/20/26	Police	Mark Boerboom	Hilton New Orleans	GSMCON 2026 Refund	(260.33)
05/18/26	07/20/26	Police	Mark Boerboom	MACIA	Midwest Investigations Conf. -1 staff	275.00
05/18/26	07/20/26	Police	Mark Boerboom	Minnesota Chiefs of Police	Fall Conference -1 staff	309.00
Statement Total						777.55
05/18/26	07/20/26	Police	Kelly Jahnke	Royal Canin	K9 Officer Dog Food	218.15
05/18/26	07/20/26	Police	Kelly Jahnke	Ray Allen Manufacturing	K9 Officer Breaker Bar	116.73
Statement Total						334.88
05/18/26	07/20/26	Administration	Lisa Derr	Cafe Zupas	May Council Retreat Meal	263.80
05/18/26	07/20/26	Administration	Lisa Derr	Target	May Council Retreat Refreshments	36.91
05/18/26	07/20/26	Administration	Lisa Derr	Metro North Chamber	May Event Registration	697.00
Statement Total						997.71
05/18/26	07/20/26	Police	Andy Luedtke	National Fire Sprinkler Assoc	Fire Training	300.00
05/18/26	07/20/26	Police	Andy Luedtke	National Fire Sprinkler Assoc	Membership	50.00
Statement Total						350.00
05/18/26	07/20/26	Communications	Ben Hayle	Canva	Graphic Design Platform	201.96
05/18/26	07/20/26	Communications	Ben Hayle	GSMA	Annual Professional Association Dues	79.00
05/18/26	07/20/26	Communications	Ben Hayle	Costume Collective	Supplies for Social Media Content	70.00
05/18/26	07/20/26	Communications	Ben Hayle	Apple	Apple - Monthly iCloud Storage Fee	2.99
05/18/26	07/20/26	Communications	Ben Hayle	LogMeIn	LogMeIn - Remote Access Application	378.41



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05/18/26	07/20/26	Communications	Ben Hayle	Canva	Graphic Design Platform	201.96
05/18/26	07/20/26	Communications	Ben Hayle	iStock	Monthly Stock Photography Subscription	70.00
05/18/26	07/20/26	Communications	Ben Hayle	Canva	Graphic Design Platform	134.64
05/18/26	07/20/26	Communications	Ben Hayle	Froggy Hops	Highway 65 Groundbreaking Tent	699.00
05/18/26	07/20/26	Communications	Ben Hayle	Felipes	Meal During Professional Development	15.85
					Accommodations for Professional	
05/18/26	07/20/26	Communications	Ben Hayle	Hilton	Development 4 Nights	782.64
05/18/26	07/20/26	Communications	Ben Hayle	Lucy's	Meal During Professional Development	23.94
05/18/26	07/20/26	Communications	Ben Hayle	Napoleon House	Meal During Professional Development	19.98
05/18/26	07/20/26	Communications	Ben Hayle	Ruby Slipper	Meal During Professional Development	32.64
05/18/26	07/20/26	Communications	Ben Hayle	Uber	Transportation for Professional Development	108.93
Statement Total						2,821.94
05/18/26	07/20/26	Finance	Jason Zimmerman	MGFOA	Annual Dues 26/27 - 4 staff	320.00
Statement Total						320.00
Grand Total						113,282.83



City of Blaine

City Council Workshop

July 6, 2026 | 5:00 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 Sanders at 5:35PM.

2. Roll Call

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

ABSENT: Councilmember Chris Massoglia.

Quorum Present.

ALSO PRESENT: City Manager Erik Thorvig; Housing Program Coordinator Elizabeth Showalter; Safety Services Director/Police Chief Brian Podany; Finance Director Jason Zimmerman; Director of Administrative Services Scott Johnson; Director of Engineering Dan Schluender; City Attorney Eric Larson; Communications Manager Ben Hayle; and City Clerk Catherine Sorensen.

3. New Business

- 3.1.** 2026-135 Concept Plan for Christian Brothers Automotive at 10919 Austin Street NE.
(30 Minutes)

Sponsors: Sheila Sellman, Community Development Director

Housing Program Coordinator Showalter stated in 2022, Christian Brothers Automotive sought feedback from the City Council regarding a proposal to construct an auto repair facility within the Lexington Meadows development, located just south of 109th Avenue. Accommodating the proposed use would have required an amendment to the Planned

Business District (PBD) zoning district to permit auto repair facilities. The City Council indicated that it was not supportive of amending the PBD ordinance to allow auto repair uses or of permitting such a use within the Lexington Meadows development. Earlier this year, a conditional use permit was approved for the North Meadows development (North of 109th Avenue). The CUP included the following uses: general retail, office, animal hospital, restaurants, outdoor dining, zero lot line shared access/parking. Since the property is zoned Development Flex (DF), the uses and development standards are approved through a CUP. Auto repair was not approved with this CUP and therefore is not allowed in this development without a CUP amendment. Staff requested feedback from the council on the concept plan and determine if auto repair should be allowed in this location.

Councilmember Newland stated he was familiar with the Christian Brothers in Andover and stated this was a very nice facility and that based on the proposed renderings he felt the proposed use would be a nice addition to the city of Blaine.

Councilmember Robertson reported the council's decision in 2022 was very strategic at the time when considering what uses to include or exclude and noted auto repair was not part of the vision for this site. She indicated she did not support an amendment to PBD because this could create a precedent that would lead to future requests the council would also have to approve.

Councilmember Ford stated he supported the proposed use, noting Christian Brothers would provide Blaine residents with a place to have warranty work completed. She questioned if there would be pushback on the proposed use from the neighboring townhomes.

Councilmember Larson indicated she has visited the Christian Brothers in Andover and noted she did not have a problem with the proposed use.

Todd Kaufman, Wellington, explained the proposed use was discussed during the neighborhood meeting, along with the other proposed uses within the retail area. He reported no concerns were voiced to him regarding the proposed auto use within the proposed development then discussed how this would be an auto repair shop with a high-quality aesthetic.

Ms. Showalter indicated staff's main concern with the auto repair use was with the direction the bay doors would face, noting the proposed doors would face southeast, which was away from the adjacent residential.

Councilmember Fleming thanked Christian Brothers for choosing Blaine then asked if Christian Brothers would have all onsite vehicles parked inside at night or would there be overnight storage of vehicles on the property. Mr. Kaufman reported generally all vehicles are stored securely within the bays overnight.

Councilmember Fleming stated she was uncertain if this use fit into the strategic plan for this area.

Mayor Sanders commented that while he loves Christian Brothers he felt this use did not fit the vision for Lexington Meadows. He stated this was a dynamic commercial corner and the

council's vision for this area included uses beyond auto repair and banks. He reported residents were looking for new uses in this area. He explained he could potentially support the auto repair use if other amenities were brought to this development. He stated this project was more of a timing issue for him, versus an absolute no.

Councilmember Larson asked what uses would be more desirable for this area.

Mayor Sanders indicated the city does not choose the uses but hoped restaurants, a boutique grocer, or amenity-driven use would locate on this corner. He discussed how residents were getting upset with how big chains, fast food, credit unions and dentist offices continue to pop up around the community and that he wanted this development to be something different that residents were excited about.

Councilmember Fleming commented on how the council had the option to say no to this project because the use did not fit the current zoning and hoped this would show the public the council was trying to be strategic with this development.

Councilmember Ford reiterated that Blaine does not have many auto repair businesses in the city and supported this use, especially a facility of this caliber. He supported the council letting the market drive the uses within this development and noted Christian Brothers has done their research and wanted to open a business in Blaine.

Mayor Sanders reported he did not disagree with this sentiment and understood Blaine was an attractive market for new businesses. However, the council was working to be strategic within this development in order to attract unique or amenities uses.

Councilmember Ford anticipated it would be difficult for unique small business owners to come in and occupy this space because the land was expensive. He stated this was the reason national chains continued to flood the market. He was of the opinion the council's vision for this area was skewed because small business owners did not have the funding to make this vision possible.

Mr. Kaufman discussed how he had been working on this development for some time. He described how the properties off the main road (109th) would be service-oriented or a destination use. He explained these uses would bring good paying jobs but would not be retail uses. He anticipated if the city were to make Christian Brothers wait two or three years to develop within this area, they will find another location for their business.

Councilmember Newland stated the vision for this area was created back in 2020 and noted the market has changed since that time. He indicated he would be disappointed if the city lost out on a great business such as Christian Brothers coming to the community just because the use didn't properly align at this time. He was of the opinion this business would fill a need in the community.

Lisa Diehl, local representative with Christian Brothers, further discussed the proposed concept plan with the council. She explained she has worked with Christian Brothers for the past nine years then discussed how Christian Brothers has grown organically over the years and noted the Blaine community was asking for this use. She commented on how many businesses were struggling at this time provided further information on how Christian

Brothers was employee-owned.

Council provided the applicants with feedback regarding whether they would support allowing auto repair at this location.

3.2. 2026-136 Police Department 2025 Year in Review (45 minutes)
Sponsors: Brian Podany, Safety Services Manager/Police Chief

Safety Services Manager/Police Chief Podany provided a Blaine Police Department 2025 Year in Review. He reviewed the department's mission and core values. He discussed staffing and noted the department has five vacancies at this time. He commented on the number of calls for service for 2025, noting calls were down slightly, but were on the rise for 2026. He discussed how the department would have having more bike patrols in order to address the e-bike/e-scooter concerns in the community. The commented further on the calls addressed by the K-9 unit, CSOs and retail unit. He noted the department would be conducting alcohol, tobacco, massage and cannabis compliance checks in 2026. The number of drone deployments in 2025 was reviewed with the Council, along with the number of community engagement events his officers attended. He discussed the awards and promotions that occurred in the previous year. The reviewed the new initiatives that were being pursued in 2026. He then requested feedback from the council to obtain input on desired future communications and asked the following questions:

- Do you have any questions about the 2025 Year in Review that was presented?
- How often would you like a police department update (current frequency, quarterly, monthly, every 6 months)?
- Do you want the weekly email updates to continue?
- Would you like the updates to be presented at workshop or a regular council meeting for public education?

Councilmember Larson asked how many Level 3 sex offenders were located in the community. Chief Podany stated Blaine only has one at this time.

Councilmember Newland inquired if the east side booking office would be reopening. Chief Podany explained he had met with Sheriff Stewart when he was in office to discuss this matter and said while the Sherriff's Office was interested in reopening this office they do not have staffing to support this facility.

Mayor Sanders supported the police chief giving the council quarterly reports for the police department in the council chambers. He stated he greatly appreciated the weekend updates from the police chief and noted the quarterly reports would be beneficial for the public.

Councilmember Robertson explained she believed the communication between the police department and the city council has been very good. She indicated she would support the police chief providing an update twice a year or quarterly to the city council at council meetings going forward. City Manager Thorvig reported the question as to how police updates should be managed came up after a resident inquired as to why the police chief didn't provide regular reports at council meetings.

Councilmember Newland supported the fire chief providing information to the council regarding fire events that occur in the community.

Councilmember Ford thanked Chief Podany for his great communication with the council and for doing a great job on behalf of the community. He indicated he supported the police chief providing the council with an update on a quarterly basis.

Councilmember Fleming stated there was a great deal of pride in the community on how well the police department operates in this community and thanked the police chief for providing the council with weekend updates.

Council provided feedback for future communications that included updates at council meetings for the public's benefit as well as council's and to provide council with significant fire incidents as well.

3.3. 2026-137 Council Subcommittee Updates (15 Minutes)
Sponsors: Erik Thorvig, City Manager

Mr. Thorvig stated annually there are mayoral appointments to external boards that city council members participate on. In an effort to inform the full council about activity on these boards, the city manager has asked for a brief update of two of these boards from the representative members at the workshop. The city manager envisions this being a quarterly update going forward with updates on different boards at each meeting.

Councilmember Fleming provided the council with an update from Twin Cities Gateway.

Mr. Thorvig stated the Anoka County Joint Law Enforcement Council updated would be done at the next workshop meeting.

4. Other Business

Chief Podany shared an update on an accident that occurred at 99th and Lexington noting this accident was not the result of the electrical box location but rather the result of an e-bike.

Mr. Thorvig shared updates with the council for upcoming events noting the opening ceremony for the USA Cup would be held on July 14.

5. Adjournment

The workshop adjourned at 6:59PM.



City of Blaine

City Council

July 6, 2026 | 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 7:04PM 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, Tom Newland, and Jess Robertson.

ABSENT: Councilmember Chris Massoglia.

Quorum Present.

ALSO PRESENT: City Manager Erik Thorvig; Housing Program Coordinator Elizabeth Showalter; Safety Services Director/Police Chief Brian Podany; Finance Director Jason Zimmerman; Director of Administrative Services Scott Johnson; 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. 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 responses or discussion during the meeting, city staff will contact the speaker(s) after the meeting if follow-up is needed. Each speaker is limited to three minutes, with a maximum of 15 minutes set aside for Open Forum.

Mayor Sanders opened the Open Forum at 7:06PM.

Tom Madigan, 12037 Vermillion Street, shared concerns about algae blight on stormwater ponds and presented a petition from his neighborhood to address these concerns. He then passed along information from the US Fish and Wildlife, DNR, and Coon Creek Watershed regarding algae blight to the city council.

Rona Nesser, 765 122nd Avenue NE, expressed concerns regarding the council's direction to have no mow zones in Oak Creek Park. She reported this park was in her backyard and she did not approve of the waist-high weeds. She stated she has lived in her home for the past 40 years and did not understand why the city was taking away park mowing services. She encouraged the city council to mow all of Oak Creek Park.

Kumar Seemakurthy, 4335 130th Court NE, shared concerns regarding extending lanes from the Park and Ride to 35W, merging concerns at Lexington north of 125th Avenue. He recommended the city consider adding composting bins at Lexington Waters and suggested the city have increased speed enforcement for cars and e-bikes in the Lexington Waters neighborhood.

There being no further input, Mayor Sanders closed the Open Forum at 7:14PM.

6. Communications

Mayor Sanders thanked all the volunteers and committee members for putting on a great Blaine Festival and 4th of July fireworks display.

Councilmember Larson discussed the upcoming USA Cup soccer tournament and commented on how this event would impact traffic.

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.

Moved by Councilmember Newland, seconded by Councilmember Robertson, that the following items on the Consent Agenda be approved.

Motion adopted 6-0-1 (Councilmember Newland abstained from Item 7.1 June 12 bills paid due to a potential conflict of interest).

7.1. 2026-138 Schedule of Bills Paid
 Sponsors: Jason Zimmerman, Finance Director

7.2. 2026-139 Approval of Minutes
 Sponsors: Cathy Sorensen, City Clerk

- 7.3.** RES 26-135 Resolution Appointing Election Judges for the 2026 State Primary Election
Sponsors: Cathy Sorensen, City Clerk
- 7.4.** 2026-140 Approve a Temporary On-Sale Intoxicating Liquor License for Sgt. John Rice VFW at the VFW, 1374 109th Avenue NE
Sponsors: Cathy Sorensen, City Clerk
- 7.5.** RES 26-141 Resolution Approving a Premise Permit for Lawful Gambling Activity for Centennial Football Boosters at Stella's Blaine, 4365 Pheasant Ridge Drive, Suite 102, Blaine, MN 55434
Sponsors: Cathy Sorensen, City Clerk
- 7.6.** RES 26-116 Resolution Granting Final Plat Approval to Subdivide 1.55 acres into 1 Lot to be Known as North Meadows Fourth Addition at 10903 Austin Street NE. Wellington Management Inc. (Case File No. 26-0033/SLK)
Sponsors: Sheila Sellman, Community Development Director
- 7.7.** RES 26-90 Resolution Approving a Contract for Flood Mitigation and Storm Shelter Planning
Sponsors: Sheila Sellman, Community Development Director
- 7.8.** RES 26-117 Resolution Granting a Conditional Use Permit to Construct a 2,000 Square Foot Accessory Structure in a Residential Estate (RE) Zoning District at 110 132nd Avenue NE. James Riley (Case File No. 26-0022/ACK)
Sponsors: Sheila Sellman, Community Development Director
- 7.9.** RES 26-118 Resolution Granting a Conditional Use Permit to Allow Passenger Vehicle Service in a Light Industrial (I-1) Zoning District at 3543 88th Avenue NE. Protech Electronics (Case File No. 26-0026/SLK)
Sponsors: Sheila Sellman, Community Development Director
- 7.10.** RES 26-122 Resolution Granting a Conditional Use Permit to Construct a 1,400 Square Foot Detached Accessory Structure in a Farm Residential (FR) Zoning District at 11662 Lexington Avenue NE. Tyler Tall (Case File No. 26-0027/ACK)
Sponsors: Sheila Sellman, Community Development Director

- 7.11.** RES 26-123 Resolution Granting a Conditional Use Permit to Allow up to 3,000 Square Feet of Accessory Building Space in a Farm Residential (FR) Zoning District at 11985 Lever Street NE. Jacob and Brittany Brausen (Case File No. 26-0029/SLK)
Sponsors: Sheila Sellman, Community Development Director
- 7.12.** 2026-141 Approve City Attorney Contracts with Eckberg Lammers
Sponsors: Scott Johnson, Director of Administrative Services
- 7.13.** RES 26-142 Resolution Authorizing the 3M Open Security Plan, including Proposed Temporary Road Closures
Sponsors: Brian Podany, Safety Services Manager/Police Chief

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

- 8.1.** ORD 26-2607 Public Hearing and Second Reading
Ordinance Granting to Connexus Energy, a Minnesota Cooperative Association, Its Successors and Assigns, Permission to Construct, Operate, Repair and Maintain in the City of Blaine, Minnesota, an Electric Distribution System and Transmission Lines, Including Necessary Poles, Lines, Fixtures and Appurtenances, for the Furnishing of Electric Energy to the City, its Inhabitants, and Others, and to Use the Public Ways and Public Grounds of the City for Such Purposes, and Prescribing Certain Terms and Conditions Thereof
Sponsors: Daniel Schluender, Director of Engineering

Director of Engineering Schluender stated the City of Blaine and Anoka Electric Cooperative, D/B/A/ Connexus Energy last entered into a Franchise Agreement in 1998, Ordinance Number 98-1698. This agreement allowed them to operate their electric distribution system within the city's right-of-ways for a period of 20 years. This Franchise Agreement has now expired, and it is the desire of both the city and Connexus Energy to renew an agreement. To enact a franchise ordinance, the city has a process for adopting the ordinance.

- June 1, Council opened the public hearing to allow for comments and continued the public hearing to June 15.
- On June 15, Council reconvened the public hearing and allowed for additional comments, had the first reading of the proposed ordinance and continued the public hearing until July 6.
- Tonight, the council is asked to continue the public hearing and allow for additional comments to the July 20 meeting and adoption of the proposed ordinance.

Mayor Sanders reconvened the public hearing at 7:18PM.

There being no additional public input, Mayor Sanders continued the public hearing to the July 20, 2026, meeting.

Moved by Mayor Sanders, seconded by Councilmember Fleming, to continue the public hearing and table Second Reading of Ordinance 26-2607 to July 20, 2026, Granting to Connexus Energy, a Minnesota Cooperative Association, Its Successors and Assigns, Permission to Construct, Operate, Repair and Maintain in the City of Blaine, Minnesota, an Electric Distribution System and Transmission Lines, Including Necessary Poles, Lines, Fixtures and Appurtenances, for the Furnishing of Electric Energy to the City, its Inhabitants, and Others, and to Use the Public Ways and Public Grounds of the City for Such Purposes, and Prescribing Certain Terms and Conditions Thereof

8.2. ORD 26-2608 Public Hearing and Second Reading

Ordinance Granting to Northern States Power Company, D/B/A/ Xcel Energy, a Minnesota Corporation, Its Successors and Assigns, a Nonexclusive Franchise to Construct, Operate, Repair and Maintain in the City Of Blaine, Minnesota, an Electric Distribution System and Transmission Lines, Including Necessary Poles, Lines, Fixtures and Appurtenances, for the Furnishing of Electric Energy to the City, Its Inhabitants, and Others, and to Use the Public Ways and Public Grounds of the City for Such Purposes, and Prescribing Certain Terms and Conditions Thereof

Sponsors: Daniel Schluender, Director of Engineering

Mr. Schluender stated the City of Blaine and Northern States Power, D/B/A/Excel Energy last entered into a Franchise Agreement in 1998, Ordinance Number 98-1699. This agreement allowed them to operate their electric distribution system within the city's right-of-ways for a period of 20 years. This Franchise Agreement has now expired, and it is the desire of both the city and Excel Energy to renew an agreement. To enact a Franchise Ordinance, the city has a process for adopting the ordinance.

- June 1, Council opened the public hearing to allow for comments and continued the public hearing to June 15.
- On June 15, Council reconvened the public hearing and allowed for additional comments, had the first reading of the proposed ordinance and continued the public hearing until July 6th.
- Tonight, the council is asked to reconvene the public hearing and allow for additional comments, then table second reading of the proposed ordinance to July 20.

Mayor Sanders reconvened the public hearing at 7:19PM.

There being no additional public input, Mayor Sanders continued the public hearing to the July 20, 2026, meeting.

Moved by Mayor Sanders, seconded by Councilmember Newland, to continue the public hearing and table the Second Reading of Ordinance No. 26-2608 to July 20, 2026, Ordinance Granting to Northern States Power Company, D/B/A/ Xcel Energy, a Minnesota Corporation, Its Successors and Assigns, a Nonexclusive Franchise to Construct, Operate, Repair and Maintain in the City Of Blaine, Minnesota, an Electric Distribution System and Transmission Lines, Including Necessary Poles, Lines, Fixtures and Appurtenances, for the Furnishing of Electric Energy to the City, Its Inhabitants, and Others, and to Use the Public Ways and Public Grounds of the City for Such Purposes, and Prescribing Certain Terms and Conditions Thereof.

Motion adopted unanimously.

8.3. ORD 26-2609 Public Hearing and Second Reading

Ordinance Granting to Northern States Power Company, D/B/A/ Xcel Energy, a Minnesota Corporation, Its Successors and Assigns, a Nonexclusive Franchise to Construct, Operate, Repair, and Maintain Facilities and Equipment for the Transportation, Distribution, Manufacture, and Sale of Gas Energy for Public and Private Use and to Use Public Ways and Public Grounds of the City for Such Purposes; and Prescribing Certain Terms and Conditions Thereof

Sponsors: Daniel Schluender, Director of Engineering

Mr. Schluender stated the city of Blaine and Northern States Power, D/B/A/ Excel Energy last entered into a Franchise Agreement in 1998, Ordinance Number 98-1710. This agreement allowed them to operate their gas distribution system within the city's right-of-ways for a period of 20 years. This Franchise Agreement has now expired, and it is the desire of both the city and Excel Energy to renew an agreement. To enact a Franchise Ordinance, the city has a process for adopting the ordinance.

- June 1, Council opened the public hearing to allow for comments and continued the public hearing to June 15.
- On June 15, Council reconvened the public hearing and allowed for additional comments, had the first reading of the proposed ordinance and continued the public hearing until July 6th.
- Tonight, the council is asked to reconvene the public hearing and allow for additional comments, then make a motion to table second reading and adoption until the July 20 meeting.

Mayor Sanders reconvened the public hearing at 7:20PM.

There being no additional public input, Mayor Sanders continued the public hearing to the July 20, 2026, meeting.

Moved by Mayor Sanders, seconded by Councilmember Newland, to continue the public

hearing and table the Second Reading of Ordinance No. 26-2609 to July 20, 2026, Ordinance Granting to Northern States Power Company, D/B/A/ Xcel Energy, a Minnesota Corporation, Its Successors and Assigns, a Nonexclusive Franchise to Construct, Operate, Repair, and Maintain Facilities and Equipment for the Transportation, Distribution, Manufacture, and Sale of Gas Energy for Public and Private Use and to Use Public Ways and Public Grounds of the City for Such Purposes; and Prescribing Certain Terms and Conditions Thereof.

Motion adopted unanimously.

- 8.4.** RES 26-128 Resolution Adopting Assessment for 2025 Street Rehabilitation Project, Improvement Project No. T2505
Sponsors: Daniel Schluender, Director of Engineering

Mr. Schluender stated Improvement Project No. 25-05 included the following project areas:

Project Area 1:

- Lakes Parkway (from Radisson Road to the dead end 120' east of Rendova Street)

Project Area 2:

- Baltimore Street (from 120' south of 99th Lane to 99th Lane)
- 99th Lane (from Baltimore Street to Davenport Street)

Project Area 3:

- Baltimore Street (from 94th Lane to 300' south of 99th Avenue)

Project Area 4:

- Baltimore Street (from 93rd Lane to 94th Lane)

Mr. Schluender explained the total project cost indicated in the Feasibility Report was estimated at \$2,741,237. The Assessment Roll has been prepared consistent with the Feasibility Report. Of the total cost, the amount to be assessed is \$108,210.35. The Public Utility Funds will contribute \$20,095.34 for water and sanitary sewer improvements, Pavement Management Program funds will contribute \$225,742.23, and Municipal State Aid funds will contribute \$1,713,020.73.

Mayor Sanders opened the public hearing at 7:23PM.

There being no public input, Mayor Sanders closed the public hearing at 7:23PM.

Moved by Councilmember Fleming, seconded by Councilmember Newland, to adopt a Resolution Adopting Assessment for 2025 Street Rehabilitation Project, Improvement Project No. T2505.

Motion adopted unanimously.

- 8.5.** RES 26-131 Conduct Public Hearing and Adopt a Resolution to Vacate a Portion of the Ponding Drainage and Utility Easement as Documented and Recorded per

Document No. 1979449.001, lying South of the North 105.00 feet of the Northwest Quarter of the Northwest Quarter of Section 21, Township 31, Range 23, Anoka County, Minnesota; Vacation No. V26-05

Sponsors: Daniel Schluender, Director of Engineering

Mr. Schluender stated the city received a petition dated May 19, 2026, from Mike Pokorney, representing Blaine Town Center West, LLC, requesting the vacation of a portion of the ponding drainage and utility easement as documented and recorded per Document No. 1979449.001, which lies South of the North 105.00 feet of the Northwest Quarter of the Northwest Quarter of Section 21, Township 31, Range 23, Anoka County Minnesota; see Attached Exhibit A for Description. The existing ponding, draining and utility easement is no longer needed; updated easements will be platted with the new proposed development plat. Engineering staff has reviewed the request and agrees with the vacation.

Mayor Sanders opened the public hearing at 7:25PM.

There being no public input, Mayor Sanders closed the public hearing at 7:25PM.

Moved by Councilmember Newland, seconded by Councilmember Robertson, to adopt a Resolution to Vacate a Portion of the Ponding Drainage and Utility Easement as Documented and Recorded per Document No. 1979449.001, lying South of the North 105.00 feet of the Northwest Quarter of the Northwest Quarter of Section 21, Township 31, Range 23, Anoka County, Minnesota; Vacation No. V26-05.

Motion adopted unanimously.

- 8.6.** RES 26-132 Conduct Public Hearing and Adopt a Resolution to Vacate of a Portion of Wetland Boundaries Located at 11985 Lever Street NE, Lot 4, Block 1, Sunset Pond Second Addition, according to the recorded plat thereof, Anoka County, Minnesota; Vacation No. V26-04
Sponsors: Daniel Schluender, Director of Engineering

Mr. Schluender stated the city received a petition dated May 6, 2026 from Brittany Brausen, as the property owner, requesting the vacation of a portion of the previous wetland boundaries due to an updated 2026 wetland delineation located at 11985 Lever Street NE, which lies within Lot 4, Block 1, Sunset Ponds Second Addition; according to the recorded plat thereof, Anoka County, Minnesota. The property owner completed and provided an updated 2026 wetland delineation. The new boundaries allow for changes to occur on the property without any damage to existing/remaining wetlands on the property located at 11985 Lever Street NE, which lies within Lot 4, Block 1, Sunset Ponds Second Addition. Engineering staff has reviewed the request and agrees with the vacation.

Mayor Sanders opened the public hearing at 7:26PM.

There being no public input, Mayor Sanders closed the public hearing at 7:26PM.

Moved by Councilmember Fleming, seconded by Councilmember Newland, to adopt a Resolution to Vacate a Portion of Wetland Boundaries Located at 11985 Lever Street NE, Lot 4, Block 1, Sunset Pond Second Addition, according to the recorded plat thereof, Anoka County, Minnesota; Vacation No. V26-04.

Motion adopted unanimously.

9. Development Business

- 9.1.** RES 26-124 Resolution Granting Preliminary Plat Approval to Create Two Lots, Four Outlots and Dedicate Road Right-of-Way to be Known as Terrano Apartments at 111 99th Avenue NE. Blaine Housing Group, LLC (Case File No. 26-0030/EES)

Sponsors: Sheila Sellman, Community Development Director

Housing Program Coordinator Showalter stated a preliminary plat is proposed to reconfigure land ownership for the Terrano Apartments, which were approved in 2024. The plat will create one 3.18 acre lot for the apartment building, a second lot for potential sale to the neighboring property owner, and four outlots. The apartment building has already been approved and no aspects of the design or use are under consideration for this agenda item. He reported the planning commission reviewed this item and recommends approval with conditions.

Moved by Councilmember Newland, seconded by Councilmember Ford, to adopt a Resolution Granting Preliminary Plat Approval to Create Two Lots, Four Outlots and Dedicate Road Right-of-Way to be Known as Terrano Apartments at 111 99th Avenue NE.

Motion adopted unanimously.

- 9.2.** RES 26-125 Resolution Granting a Comprehensive Plan Amendment from Planned Industrial (PI) to Planned Industrial/Planned Commercial (PI/PC) at 4131 Pheasant Ridge Drive NE. Blaine Ventures LLC/Newton RES LLC (Blaine Ventures First Addition) (Case File No. 26-0031/SLK)

Sponsors: Sheila Sellman, Community Development Director

Ms. Showalter stated the property is currently guided Planned Industrial (PI). The applicant proposes a Comprehensive Plan Amendment to Planned Industrial/Planned Commercial (PI/PC) to allow both light industrial and commercial type uses that would be allowed in the Planned Business District (PBD) zoning. She reported the planning commission reviewed this request and recommended approval.

Moved by Councilmember Robertson, seconded by Councilmember Larson, to adopt a Resolution Granting a Comprehensive Plan Amendment from Planned Industrial (PI) to Planned Industrial/Planned Commercial (PI/PC) at 4131 Pheasant Ridge Drive NE.

Motion adopted unanimously.

- 9.3.** RES 26-126 Resolution Granting Preliminary Plat Approval to Subdivide Approximately 10.43 Acres into 4 Lots and 2 Outlots to be Known as Blaine Ventures First Addition at 4131 Pheasant Ridge Drive NE. Blaine Ventures LLC (Newton RES LLC) (Case File No. 26-0031/SLK)
Sponsors: Sheila Sellman, Community Development Director

Ms. Showalter stated the applicant is proposing a four lot and two outlot plat for the development of three new commercial buildings and outlots for ponding and wetlands. She reported the planning commission reviewed this request and recommended approval.

Moved by Councilmember Robertson, seconded by Councilmember Larson, to adopt a Resolution Granting Preliminary Plat Approval to Subdivide Approximately 10.43 Acres into 4 Lots and 2 Outlots to be Known as Blaine Ventures First Addition at 4131 Pheasant Ridge Drive NE.

Motion adopted unanimously.

- 9.4.** RES 26-127 Resolution Granting a Conditional Use Permit in the Planned Business District (PBD) Zoning District to Allow the Following Uses: Credit Union/Bank, Retail, Restaurant, Medical Office, and Zero Lot Line, at 4131 Pheasant Ridge Drive NE. Blaine Ventures LLC/Newton RES LLC (Blaine Ventures First Addition) (Case File No. 26-0031/SLK)
Sponsors: Sheila Sellman, Community Development Director

Ms. Showalter stated the applicant is requesting a Conditional Use Permit (CUP) to construct three buildings with general retail use, medical office use, bank use, restaurant use, zero lot line, and shared access and parking. She reported the planning commission reviewed this request and recommended approval.

Moved by Councilmember Robertson, seconded by Councilmember Larson, to adopt a Resolution Granting a Conditional Use Permit in the Planned Business District (PBD) Zoning District to Allow the Following Uses: Credit Union/Bank, Retail, Restaurant, Medical Office, and Zero Lot Line, at 4131 Pheasant Ridge Drive NE.

Motion adopted unanimously.

10. Administration

- 10.1.** RES 26-134 Resolution to Approve a Joint Powers Command Vehicle Replacement (CV-1) Grant and Associated Budget Amendments
Sponsors: Brian Podany, Safety Services Manager/Police Chief

Safety Services Director/Police Chief Podany stated council is requested to authorize the acceptance of the Joint Powers Command Vehicle Replacement Grant. The City of Blaine Police Department applied for and was awarded the Joint Powers Command Vehicle Replacement Grant through the COPS Office FY2026 Technology and Equipment Program in the amount of \$1,470,000.00. These funds have a two-year timeframe for appropriating the funds by fiscal 2027. This grant will fund the replacement of the 20-year-old Joint Powers Command Vehicle currently operated by the Blaine Police Department and the Spring Lake Park-Blaine-Mounds View (SBM) Fire Department. The Joint Powers Command Vehicle will serve over 100,000 people across communities in Anoka and Ramsey counties during natural disasters, major accidents, and other public safety incidents. It is also a regional resource that provides security for over half-a-million people annually at national events hosted in Blaine, including the Target USA Cup and the PGA 3M Open.

Chief Podany reported the current command vehicle has limitations that hinder the provisioning of new technologies and services critical to providing effective inter-agency coordination and emergency response during incidents or events in the North Metro area. The age of the chassis and drivetrain, and the reliability of the existing CV's components and systems is reduced, potentially leading to failures during critical missions. Mechanical challenges, including those related to the chassis and drivetrain, leveling legs, awnings, generators, masts, and other systems can compromise the effectiveness of the response team. The new Joint Powers Command Replacement Vehicle will be built by LDV (Lynch Diversified Vehicles) which is a major custom specialty vehicle manufacturer headquartered in Wisconsin. They are well-known for engineering state-of-the-art Mobile Command Centers used by law enforcement, fire departments, and emergency management agencies. Once funds are received, the LDB has a 14-month build timeframe. The new command vehicle will be outfitted with several levels of interoperable communications systems and advanced technologies to enhance coordination across public safety agencies in Anoka and Ramsey counties, as well as other regional jurisdictions. In addition, the command vehicle will provide a versatile, mobile, and redundant backup to the area's "brick and mortar" emergency operations centers. When not in use for actual incidents, the command vehicle will be utilized for training purposes, allowing City and SBM employees and emergency responders to simulate scenarios and improve their readiness for real-world situations. The command vehicle will also be available for training opportunities at the Minnesota Department of Public Safety's new State Emergency Operations Center in Blaine. The command vehicle will also be deployed to community events to facilitate outreach, provide public education on safety and preparedness, and gather feedback on municipal services and needs.

Moved by Councilmember Newland, seconded by Councilmember Robertson, to adopt a Resolution to Approve a Joint Powers Command Vehicle Replacement (CV-1) Grant and Associated Budget Amendments.

Motion adopted unanimously.

- 10.2.** RES 26-136 Summary Resolution for Publication of Ordinance 26-2607 Ordinance Granting to Connexus Energy, a Minnesota Cooperative Association, Its Successors and Assigns, a Nonexclusive Franchise to Construct, Operate,

Repair and Maintain in the City of Blaine, Minnesota, an Electric Distribution System and Transmission Lines, Including Necessary Poles, Lines, Fixtures and Appurtenances, for the Furnishing of Electric Energy to the City, its Inhabitants, and Others, and to Use the Public Ways and Public Grounds of the City for Such Purposes, and Prescribing Certain Terms and Conditions Thereof

Sponsors: Cathy Sorensen, City Clerk

Moved by Mayor Sanders, seconded by Councilmember Fleming, to table adoption of a Summary Resolution to July 20, 2026, for Publication of Ordinance 26-2607 Ordinance Granting to Connexus Energy, a Minnesota Cooperative Association, Its Successors and Assigns, a Nonexclusive Franchise to Construct, Operate, Repair and Maintain in the City of Blaine, Minnesota, an Electric Distribution System and Transmission Lines, Including Necessary Poles, Lines, Fixtures and Appurtenances, for the Furnishing of Electric Energy to the City, its Inhabitants, and Others, and to Use the Public Ways and Public Grounds of the City for Such Purposes, and Prescribing Certain Terms and Conditions Thereof.

Motion adopted unanimously.

- 10.3.** RES 26-137 Summary Resolution for Publication of Ordinance 26-2608 Granting to Northern States Power Company, D/B/A/ Xcel Energy, a Minnesota Corporation, Its Successors and Assigns, a Nonexclusive Franchise to Construct, Operate, Repair and Maintain in the City Of Blaine, Minnesota, an Electric Distribution System and Transmission Lines, Including Necessary Poles, Lines, Fixtures and Appurtenances, for the Furnishing of Electric Energy to the City, Its Inhabitants, and Others, and to Use the Public Ways and Public Grounds of the City for Such Purposes, and Prescribing Certain Terms and Conditions Thereof

Sponsors: Cathy Sorensen, City Clerk

Moved by Mayor Sanders, seconded by Councilmember Fleming, to table adoption of a Summary Resolution to July 20, 2026, for Publication of Ordinance 26-2608 Granting to Northern States Power Company, D/B/A/ Xcel Energy, a Minnesota Corporation, Its Successors and Assigns, a Nonexclusive Franchise to Construct, Operate, Repair and Maintain in the City Of Blaine, Minnesota, an Electric Distribution System and Transmission Lines, Including Necessary Poles, Lines, Fixtures and Appurtenances, for the Furnishing of Electric Energy to the City, Its Inhabitants, and Others, and to Use the Public Ways and Public Grounds of the City for Such Purposes, and Prescribing Certain Terms and Conditions Thereof.

Motion adopted unanimously.

- 10.4.** RES 26-138 Summary Resolution for Publication of Ordinance 26-2609 Granting to Northern States Power Company, D/B/A/ Xcel Energy, a Minnesota Corporation, Its Successors and Assigns, a Nonexclusive Franchise to Construct, Operate, Repair, and Maintain Facilities and Equipment for the

Transportation, Distribution, Manufacture, and Sale of Gas Energy for Public and Private Use and to Use Public Ways and Public Grounds of the City for Such Purposes; and Prescribing Certain Terms and Conditions Thereof
Sponsors: Cathy Sorensen, City Clerk

Moved by Mayor Sanders, seconded by Councilmember Fleming, to table adoption of a Summary Resolution to July 20, 2026, for Publication of Ordinance 26-2609 Granting to Northern States Power Company, D/B/A/ Xcel Energy, a Minnesota Corporation, Its Successors and Assigns, a Nonexclusive Franchise to Construct, Operate, Repair, and Maintain Facilities and Equipment for the Transportation, Distribution, Manufacture, and Sale of Gas Energy for Public and Private Use and to Use Public Ways and Public Grounds of the City for Such Purposes; and Prescribing Certain Terms and Conditions Thereof.

Motion adopted unanimously.

11. Other Business

None.

12. Adjournment

Moved by Councilmember Robertson, seconded by Councilmember Ford, to adjourn the meeting at 7:38PM.

Motion adopted unanimously.



City of Blaine

City Council Workshop

July 13, 2026 | 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 Sanders at 5:35PM.

2. Roll Call

PRESENT: Mayor Tim Sanders, Councilmembers Terra Fleming, Chris Ford, Leslie Larson, Chris Massoglia (arrived at 5:47PM), Tom Newland, and Jess Robertson.

ABSENT: None.

Quorum Present.

ALSO PRESENT: City Manager Erik Thorvig; Captain Mychal Rygg; Finance Director Jason Zimmerman; Assistant Finance Director Kyle Stasica; Director of Administrative Services Scott Johnson; Director of Engineering Dan Schluender; Public Works Director Nick Fleishhacker; and Director of Parks and Recreation Jerome Krieger.

3. New Business

- 3.1.** 2026-142 2025 Annual Comprehensive Financial Report (ACFR) and Audit Review (30 Minutes)
Sponsors: Jason Zimmerman, Finance Director

Assistant Finance Director Stasica stated Minnesota Statutes require that cities issue an Annual Comprehensive Financial Report (ACFR) prepared in accordance with Generally Accepted Accounting Principles (GAAP) and audited in accordance with those principles by a firm of licensed certified public accountants or the Office of the State Auditor. This report

consists of management's representations concerning the finances of the city. Consequently, management assumes full responsibility for the completeness and reliability of all financial information presented in this report. The City of Blaine's financial statements have been audited by Redpath and Company, Ltd. (Redpath), a firm of licensed certified public accountants. The goal of the independent audit was to provide reasonable assurance that the financial statements of the city for the fiscal year ended December 31, 2025, are free of material misstatement. The independent audit examined, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessed the accounting principles used; and significant estimates made by management; and evaluated the overall financial statement presentation.

Andy Hering, Partner from Redpath, provided the council with an overview of the 2025 audit process, financial documents and results. He commended the city for receiving a clean or unmodified opinion and was pleased to report the city had no internal control findings. He discussed the escrows the city had that were older than five years and thanked staff for addressing this matter. He reported the Government Finance Officers Association (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the city for its Annual Comprehensive Financial Report for the year ended December 31, 2024. This was the 43rd consecutive year that the city has achieved this prestigious award. To be awarded a Certificate of Achievement, the city published an easily readable and efficiently organized report. Staff believes this year's report will satisfy the requirements and will submit the finished Annual Comprehensive Financial Report to the GFOA for consideration. He commented on the city's general fund balance, revenues and expenditures for the previous year. He noted the city's general fund balance was approximately 30% and most cities had a fund balance policy closer to 40%. He provided further information on the audit and noted he was available for comments or questions.

City Manager Thorvig thanked Finance Director Zimmerman, Assistant Finance Director Stasica and the entire finance team for their efforts on the 2025 audit.

3.2. 2026-143 2027-2031 Parks and Open Space Capital Improvement Plan
Sponsors: Jerome Krieger, Park and Recreation Director

Mr. Thorvig stated discussed how staff would be presenting three different capital improvement plans to the council at this meeting. He noted the first would be the parks and open space CIP.

Parks and Recreation Director Krieger discussed the number of parks, park amenities and miles of trails in the community. He described how staff and residents oversee, maintain and improve the city's parks. He reviewed the park improvement projects that were completed in 2025 and would be completed in 2026. He commented on how the park and open space capital improvement plan (CIP) serves to establish an outline of the significant investments proposed in the city's park and recreation infrastructure. The intent is to provide a blueprint for the management, maintenance, and future enhancements of public park amenities to ensure they meet the expectations of residents and visitors. Projects are proposed based on staff assessment of facilities and infrastructure, the parks master plan, and input from the community, city council, park board, and natural resources conservation

board. There are three categories and funds under which park projects can be classified which are neighborhood park improvements fund, parks development fund, and open space fund.

Finance Director Zimmerman commented on the adjustments being proposed for the 2027 budget, noting the neighborhood parks fund was reduced by \$75,000. Staff provided further comment on the projects that were planned for 2027 through 2031 and requested feedback from the council.

Mr. Thorvig reported staff was pursuing a grant to assist with the Blaine Wetland Sanctuary (BWS) trails, noting this project had been pushed out to 2031. He further discussed how incremental increases in the levy were proposed in order to assist with funding future park improvements as development in the community slows and/or stops. He commented further on how staff was considering contracting out mowing services for the city's parks for 2027 with the \$75,000 that was within the parks levy.

Councilmember Newland asked if the intent was to eliminate the "no mow" areas within the city's parks. Mr. Thorvig stated there were areas that made sense to remain "no mow" areas, but noted there were other areas of concern that needed to be mowed. He recommended if the city goes down this route, there needs to be intention and thought to the areas that are mowed or not mowed.

Councilmember Newland reported when he served on the park board the CIP was difficult for him to follow. He explained he appreciated how the park board and staff moved projects around. He believed the CIP was well-thought-out. He asked if there would be a surge of the city's older parks that require maintenance at the same time. Mr. Krieger stated with the amount of work the city has done in the past 10 years, the city was starting to catch up with the overdue maintenance and park improvements.

Councilmember Newland stated he was supportive of the parks and open space CIP.

Councilmember Massoglia indicated he supported the reduction in the levy to supplement the mowing contract and thanked staff for coming up with this idea. He encouraged staff and the council to consider how to continue to fund park improvements, as development will begin to slow in the city. He said it was his hope the city would receive grant funding to assist with the BWS trails, noting the BWS was a regional asset. He encouraged the city to rethink the final park in the northwest corner of the city. He suggested the open space being proposed to be donated to the city be considered for a park. He noted he would like to see park dedication dollars being used for playground and park shelter replacements going forward.

Councilmember Fleming explained she supported the levy reduction as well. She supported the city addressing the "no mow" areas. She also supported the council having a broader discussion on parks and the future of the city's parks and future maintenance. She suggested the city receive feedback from the neighbors before any further "no mow" areas are implemented.

Councilmember Ford commented he supported the proposed levy reduction. He recommended the council have a discussion about how parks will be funded in the future

after development slows down.

Councilmember Robertson stated she did not support the parks and open space CIP as proposed. She indicated she needed more information about the future of the city's parks before she could support this item. Mr. Thorvig reported the parks and open space CIP was a five-year plan and that there would be four projects completed in 2027 along with trail improvements.

Councilmember Larson thanked staff for the detailed presentation and for addressing the "no mow" concerns. She explained she wanted to learn more about the necessity of the new park in the northwest corner of the city. Mr. Thorvig stated this new park was identified in the CIP in 2030, but this park timeline will be determined by how fast this area develops.

Mr. Krieger thanked the council for their feedback and reiterated the parks and open space CIP was a five-year plan, noting the proposed projects were placeholders.

3.3. 2026-144 2027-2031 Pavement Management Capital Improvement Plan
Sponsors: Daniel Schluender, Director of Engineering

Director of Engineering Schluender stated the city of Blaine has a commitment to its residents and the traveling public to maintain the over 270 miles of city streets in a condition that provides for functional, safe and efficient travel in a cost-efficient manner. Proactive pavement management is crucial for extending roadway service life and minimizing costs. As pavement deteriorates, the required maintenance treatments become more extensive and expensive. While routine activities like crack sealing and pothole patching are common and visible, periodic, more intensive pavement maintenance is also necessary to maximize a street's lifespan. Without consistent maintenance, a street may require full reconstruction in under 25 years. Numerous factors, including underlying soil conditions, initial street construction, traffic loads, and stormwater drainage, significantly influence the deterioration rate of any given pavement section. By applying the right treatment to the right pavement at the right time, and using the correct materials, cities can prevent roads from degrading to a point where more costly interventions are necessary. This means implementing periodic pavement improvements, such as seal coats and bituminous overlays, when roads are at a critical point in their deterioration curve. Such proactive measures are not only more effective in preserving infrastructure, but they are also significantly less expensive for taxpayers as opposed to neglecting maintenance and being forced into expensive full reconstructions. Ultimately, prioritizing preventative treatments over reactive, corrective measures is the most fiscally responsible and effective approach to maintaining a city's roadways.

Mr. Schluender reported the city's most recent pavement condition index, which was completed in 2022, showed the overall roadway score was 79, which is considered very good and an improvement from the 2019 report, which provided a score of 74, demonstrating the positive impact of the city's commitment to pavement projects and funding provided to increase project size between measurement dates. On May 18, 2026 the City Council awarded a contract to GoodPointe Technology to complete the 2026 PCI survey. With industry standards calling for PCI updates every three years, the results of this

analysis will be an important resource for engineering staff in the development of future PMP plans. The Pavement Condition Index (PCI) was developed by the United States Army Corps of Engineers during World War II to assess a pavement's condition and assign a numerical value that represents overall condition. The PCI is a composite numerical rating between 0 and 100 that describes the pavement condition based on the type, extent and severity of distress. A PCI of 100 represents a pavement in excellent condition, and a PCI below 10 represents a pavement that has failed or reached the end of its service life. Staff provided a breakdown of the street projects that were proposed for 2027 through 2031 and requested feedback from the council.

Councilmember Newland questioned how early the city let neighborhoods know their streets were slated for reconstruction. Mr. Schluender stated the residents living on the streets planned for 2027 would be notified in November or December of this year.

Mr. Zimmerman provided further information on how the proposed street improvement projects for 2027 would be financed.

Mr. Thorvig commented on the next phase for the franchise fees, noting he anticipated public hearings would be held in August. He stated the goal was to have the negotiations completed by the end of the year in order to have franchise fees being collected in 2027 to use these resources for street improvement projects in 2029.

Councilmember Newland asked when the council would decide how to allocate the franchise fees. Mr. Thorvig indicated the plan would be to collect fees in 2027 and the city would have cash on hand to fund the 2029 street improvement projects, adding that he anticipated the council would be making a decision about the franchise fees in 2028. Mr. Zimmerman reported the intent would be for the city to have funds on hand and the council could then decide which projects to move forward for the next year.

Mayor Sanders explained the council could make a policy statement about how the franchise fees would be directed and a policy could be formalized in 2028. Mr. Thorvig reported this could be the direction of the council noting the intent of the city was not to have \$5 million in additional spending, but rather to have infrastructure expenditures be covered by franchise fees.

Councilmember Newland thanked staff for spreading the street improvement projects out throughout the city.

Councilmember Larson asked if the pavement being installed today would last 25 years. Mr. Schluender commented on how roadway mixes were changing over time and indicated the roadways being installed today would still last 25 years.

Councilmember Ford thanked staff for all of their efforts on the pavement management CIP.

Further discussion ensued regarding the Highway 65 project.

Councilmember Robertson asked if there was a way for the city to reduce the amount being paid in engineering and consulting fees for the street improvement projects by having staff

in-house. Mr. Schluender explained the city currently does not have staff with experience in materials testing, wetlands, stormwater ponding and infiltration, which is why the city relies on consultants. He stated projects typically pay 20% to 30% of the project costs in consultant/engineering fees.

Mr. Schluender thanked the council for their input on the pavement management CIP and noted this item would be brought back to the council for consideration at the first council meeting in August.

3.4. 2026-145 2027-2031 Capital Equipment Plan

Sponsors: Nick Fleischhacker, Public Works Director, Joe Gerhard, Deputy Chief, Jason Zimmerman, Finance Director

Mr. Thorvig discussed how the public works, police and finance/IT departments were all involved in the capital equipment plan.

Public Works Director Fleischhacker commented on the adjustments that were made to the city's fleet and future capital equipment purchases. He reported he was in the process of hiring a fleet manager for the city and noted he was fully staffed in the mechanics division, which was assisting with the city's fleet management. He highlighted the new equipment that was purchased in 2025 and would be purchased in 2026.

Councilmember Ford asked if the city sells its surplus equipment at auction. Mr. Zimmerman reported this was the case, noting the proceeds from the auction were placed in the capital equipment fund.

Captain Rygg reviewed the police fleet needs for the coming year and described how vehicles are assessed by police staff. He described how he was working to keep fleet purchases even year after year and commented on how police vehicles were sometimes passed along to the parks department. He reported the police department had changed its vehicle build vendor, which offered the department a re-generation program. He explained the police department needed a healthy fleet of vehicles in order to keep the department fully operational then discussed the improvements needed for the police radios, noting he had applied for a \$40,000 grant to assist with this expenditure.

Councilmember Larson asked why the state was not providing funding for the new radios. Captain Rygg said he anticipated the state did not have funding to cover this expense. He estimated the city would be spending just over \$110,000 in 2027 and 2028 on new radios to meet the state's new requirements.

Mr. Zimmerman commented on the amount of computer, phone and IT equipment managed by the city and discussed the IT department purchases proposed for 2027. He explained in April the council decided to have residents remove snow from sidewalks, which would eliminate the need for three future sidewalk snow machines. He stated the expense for these pieces of equipment had been removed from the capital equipment plan. He discussed the procurement process the city has to follow for larger equipment purchases. He provided further comment on the capital equipment plan for 2027 through 2031,

highlighting how the city would be pre-funding equipment by 2029 and requested feedback from the council on the plan.

Councilmember Newland asked if the equipment projections for the public works facility included a used road grader. Mr. Fleishhacker reported this was the case, noting this piece of equipment would replace a 1991 road grader. He stated the city would need to have a road grader as long as there were gravel roads in the city. He explained he had looked into contracting these services with a neighboring community or renting a road grader, but noted these were not possibilities for the city.

Councilmember Massoglia thanked staff for their efforts to stabilize the expenditures in order to keep the amount around \$3 million per year. He commented he typically does not support the capital equipment plan because he did not understand why all the requested equipment had to be purchased. He supported the council taking a closer look at the proposed lawn mowing equipment to see if reductions could be made if contract services were being pursued. He questioned if the city needed a fleet manager and asset manager to oversee city's fleet then asked if it was necessary for the city to purchase a new bucket truck. Mr. Fleischhacker explained the city had spent over \$45,000 to maintain the bucket truck over the past few years and for this reason, it was his recommendation the city purchase a new bucket truck. Mr. Thorvig stated a closer look could be taken into the city's lawn mowing fleet. Further discussion ensued regarding the benefits of the fleet manager position.

Councilmember Ford commented on how important it was for the city to maintain and have the proper fleet vehicles in place for city employees. He stated the city could either pay for maintenance costs or the city could pay for vehicles, but one way or another, the city was going to pay.

Councilmember Fleming explained that as a chiropractor she could not speak to what it takes to run the public works department or the police department and asked staff to speak further as to the necessity of the UTVs. Captain Rygg explained the UTVs would be used as emergency response vehicles during the USA Cup, 3M Open, the Johnsville area garage sale, and other large events. In addition, UTVs are used to respond to emergencies in the BWS.

Councilmember Robertson discussed her concerns with the 2027 capital equipment plan, noting she believed additional reductions could be made.

Mr. Thorvig thanked the council for their feedback and reported the budget would be brought back to the council at the August 10 workshop meeting.

4. Other Business

None.

5. Adjournment

The workshop adjourned at 8:10PM.



City of Blaine Staff Report

File Number: 2026-150

Agenda Date	Status
July 20, 2026	
In Control	File Type
City Council	Motion

Approval of Consent Agenda: - Cathy Sorensen, City Clerk

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 11 and 12, 2026. 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 an additional insured. Approximately 2,500 people are expected to attend this event.

The applicant has also submitted a special event application which is being reviewed administratively through the Fire and Emergency Management Departments to ensure all safety elements are being addressed, particularly in conjunction with the service of alcohol.

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 11 and 12, 2026.

Attachment List

None



City of Blaine Staff Report

File Number: 2026-151

Agenda Date	Status
July 20, 2026	
In Control	File Type
City Council	Action Item

Approval of Consent Agenda: - Kyle Stasica, Assistant Finance Director, Jason Zimmerman, Finance Director

Agenda Item # 7.4

Acknowledge Receipt of the 2025 Annual Comprehensive Financial Report (ACFR)

Executive Summary

The City Council is asked to acknowledge receipt of the City's Annual Comprehensive Financial Report (ACFR), as examined by the City's independent auditors.

Background

Minnesota Statutes require that cities issue an Annual Comprehensive Financial Report (ACFR) prepared in accordance with Generally Accepted Accounting Principles (GAAP) and audited in accordance with those principles by a firm of licensed certified public accountants or the Office of the State Auditor. This report consists of management's representations concerning the finances of the City. Consequently, management assumes full responsibility for the completeness and reliability of all financial information presented in this report.

The City of Blaine's financial statements have been audited by Redpath and Company, Ltd. (Redpath), a firm of licensed certified public accountants. The goal of the independent audit was to provide reasonable assurance that the financial statements of the City for the fiscal year ended December 31, 2025, are free of material misstatement. The independent audit examined, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessed the accounting principles used; and significant estimates made by management; and evaluated the overall financial statement presentation. The independent audit has issued an unmodified ("clean") opinion on the City of Blaine's financial statements for the year ended December 31, 2025.

The Government Finance Officers Association (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City for its Annual Comprehensive Financial Report for the year ended December 31, 2024. This was the 43rd consecutive year that the City has achieved this prestigious award. To be awarded a Certificate of Achievement, the City published an easily readable

and efficiently organized report. Staff believes this year's report will satisfy the requirements as well and will submit the finished Annual Comprehensive Financial Report to the GFOA for consideration.

Prior to the Council Meeting, staff will publish the Annual Comprehensive Financial Report for the fiscal year ending December 31, 2025, under the "Annual Comprehensive Financial Reports" section on the City's Finance Department web page.

Strategic Plan Relationship

Adherence to [Governmental Accounting Standard Board \(GASB\)](#) standards and [Minnesota Legal Compliance guidelines](#) promotes organizational health and financial sustainability.

Board/Commission Review

Not applicable

Financial Impact

Not applicable

Public Outreach/Input

Not applicable

Staff Recommendation

By motion, acknowledge receipt of the City's 2025 Annual Comprehensive Financial Report

Attachment List

None



City of Blaine

Staff Report

File Number: RES 26-147

Agenda Date	Status
July 20, 2026	
In Control	File Type
City Council	Motion

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

Agenda Item # 7.5

Resolution Approving the Renaming of Park Drive NE to Memorial Park Drive NE and Updating the Official Address of Veterans Memorial Park

Executive Summary

Authorize street name change of Park Drive NE to be named Memorial Park Drive NE and designate a new address for Veterans Memorial Park.

Background

A petition was received from Steve Guider, Creator, President and Caretaker of Veterans Memorial Park, requesting the street name change as well as dedicating a new address associated with Veterans Memorial Park.

To accommodate this request, Park Drive NE would be officially renamed Memorial Park Drive NE. Veterans Memorial Park is currently addressed as 10802 Town Square Drive NE. Upon approval of the street name change, the portion of the park designated as Veteran's Memorial Park would be officially addressed as 10797 Memorial Park Drive NE, while the remainder of Tom Ryan park would retain its current address.

Renaming the street provides a meaningful tribute that reflects the significance of Veterans Memorial Park and the veterans it honors. The new street name and address will also provide a more logical and identifiable address that corresponds with the roadway serving the property.

Renaming the street and assigning the new address will allow the change to be officially recognized within the Anoka County addressing and recording system.

Strategic Plan Relationship

Board/Commission Review

N/A

Financial Impact

There is no financial impact for the requested street and address change.

Public Outreach/Input

N/A

Staff Recommendation

By motion, approve the proposed street name change from Park Drive NE to Memorial Park Drive NE, along with the corresponding address change for Veterans Memorial Park from 10802 Town Square Drive NE to 10797 Memorial Park Drive NE.

Attachment List

1. Veterans Memorial Park Petition for Street Name Change (6-17-26)
2. Veterans Memorial Address Map



City of Blaine

Signature Copy

Resolution: RES 26-147

Resolution Approving the Renaming of Park Drive NE to Memorial Park Drive NE and Updating the Official Address of Veterans Memorial Park

WHEREAS, it has been determined that it is in the public interest to officially rename Park Drive NE to Memorial Park Drive NE; and

WHEREAS, the renaming of the street will allow the official address of Veterans Memorial Park to be changed from 10802 Town Square Drive NE to 10797 Memorial Park Drive NE; and

WHEREAS, approval of the street name and address change will allow the updated information to be recognized within the official addressing and recording systems maintained by Anoka County and other applicable agencies.

NOW, THEREFORE, BE IT RESOLVED, that the Blaine City Council that:

- Park Drive NE is hereby officially renamed Memorial park Drive NE.
- The official address of Veterans Memorial Park is hereby changed from 10802 Town Square Drive NE to 10797 Memorial Park Drive NE.

PASSED by the City Council of the City of Blaine this 20th day of July, 2026



Steve Guider
Creator – President - Caretaker
Veterans Memorial Park of Blaine
13124 Eldorado St NE
Blaine, MN 55449
s.guider@comcast.net {763-234-3111}

June 17, 2026

City Manager, Mayor, Council Members
City of Blaine
10802 Town Square Drive
Blaine, MN 55449

Dear City Manager, Honorable Mayor, and Members of the City Council,

I am writing to you today to formally request a street name change and the establishment of a dedicated physical address for the Veterans Memorial Park of Blaine.

Currently, the roadway immediately adjacent to the Veterans Memorial Park is named **Park Drive**. I am proposing that the city rename this specific roadway to **Memorial Park Drive**. Furthermore, I request that the city officially assign the physical address of **1 Memorial Park Drive NE, Blaine, MN 55449** to the Veterans Memorial Park.

This request is driven by two primary considerations that benefit both our community identity and the park's logistical operations:

- **Improving Online Discoverability and Public Access:** Currently, the Veterans Memorial Park does not have a dedicated, intuitive physical address associated with it. Because of this, residents, visitors, and families of veterans frequently struggle to locate the park using online navigation tools (such as Google Maps or Apple Maps) when searching by the park's name. Establishing "1 Memorial Park Drive" will allow the city and community to officially anchor the park online, making it instantly searchable for attendees of Memorial Day services, educational visits, and community gatherings.
- **Zero Impact on Local Residents or Businesses:** Because there are currently no homes, commercial properties, or active businesses located on this specific stretch of Park Drive, this transition will not require any residents or business owners to change their mailing addresses, update legal documents, or alter their operations. It is a seamless logistical update for a high-impact community benefit.

Renaming this road to Memorial Park Drive is a fitting tribute that reflects the reverence of the space it runs alongside. It honors the veterans to whom the park is dedicated, while correcting a practical navigational issue for the public.

Thank you for your time, consideration, and continued dedication to making Blaine a accessible, veteran-friendly community. I welcome the opportunity to discuss this proposal further or provide any additional information needed to move this request forward to a future city council agenda.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Steve Guider', with a stylized, flowing script.

Steve Guider

**Petition to Rename Park Drive to Memorial Park Drive
And Establish a Dedicated Address for the Veterans Memorial Park of Blaine**

To: The City Council and City Administration of Blaine, Minnesota

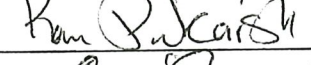
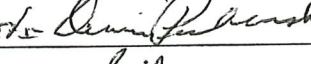
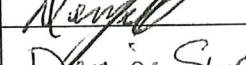
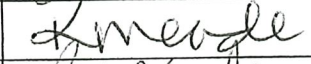
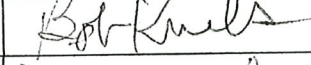
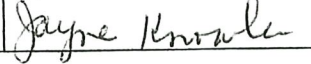
Purpose of the Petition:

We, the undersigned residents, community members, and supporters of Blaine, respectfully request the Blaine City Council to officially rename **Park Drive** (the roadway running adjacent on the West side of Veterans Memorial Park of Blaine) to **Memorial Park Drive**. Furthermore, we request that the City of Blaine assign a dedicated, distinct street address to the **Veterans Memorial Park of Blaine** utilizing this newly renamed roadway.

Reasons for this Request:

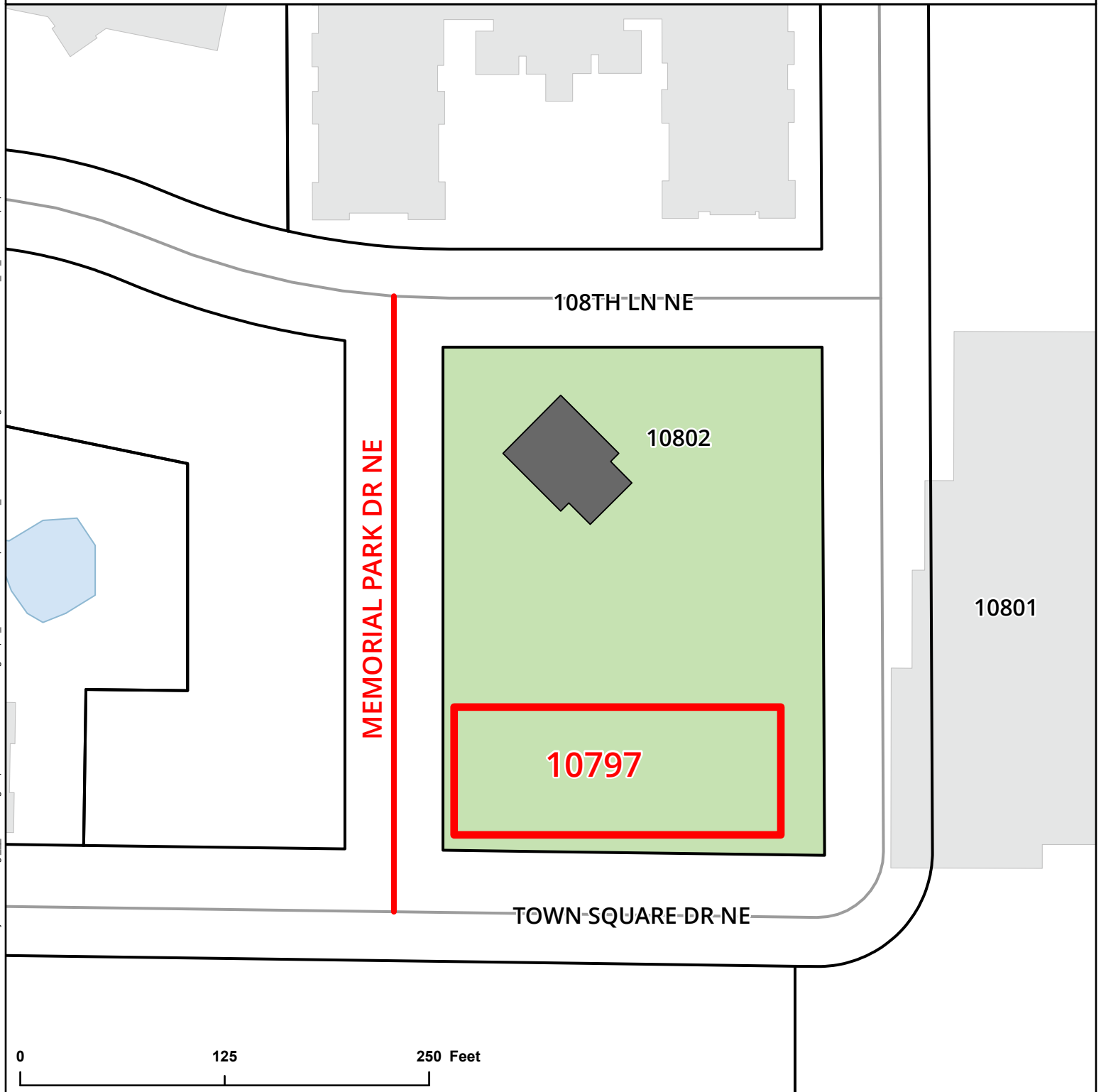
1. **Honoring Our Veterans:** Renaming the street to "Memorial Park Drive" adds a layer of respect and prominence to the area, permanently honoring the servicemen and servicewomen commemorated at the park.
2. **Community Identity and Clarity:** The current name, "Park Drive," is generic. "Memorial Park Drive" clearly identifies the historical and cultural significance of the landmark it borders.
3. **Navigational Accuracy:** Giving the Veterans Memorial Park its own official address will make it significantly easier for visitors, delivery services, emergency responders, and families of veterans to locate the park and its monuments via GPS. Currently, anyone trying to locate the Veterans Memorial Park of Blaine cannot find it online to get directions.

Signatures in Support

Date	Printed Name	Signature	Address
6/10/2026	STEVE GUIDER		13124 ELDERADO ST NE
6/10/2026	Christian Woy		13112 Elderado St NE
6/10/2026	Karen Dickert		13100 Elderado St NE
6/10/2026	DEANES PEKAREK		13100 Elderado St. NE.
6/10/2026	Randy Hansen		1806 124th Lane NE
6/10/2026	John Ellingson		49 Sterling St N
6/10/2026	Isaac Leland		8365 McKnight Ct
6/10/2026	Hossein Imami		11965 Lincoln St NE
6/10/2026	Dennis Angell		12086 Flintwood Cir NE
6/10/2026	Denise Swanson	Denise Swanson	2275 130th Ct NE
6-10-26	Kelly McGehee		2252 Quail Creek Plwy
6/10/26	Bob Knowles		2637 Quail Creek Ct
6/10/26	Jayne Knowles		2637 Quail Creek Ct Blaine



File Path: C:\Users\EPov\bin\blainemn\GIS Data Services - GIS Team - GIS Team\Projects\Addressing\Addressing Maps Official\2026 Address Map Issued\26_13 Road name change Memorial Park Dr NE\Pro\26_13_AddressMap.aprx



Lifecycle Status

-  Proposed
-  Active
-  Retired
-  Blaine Parcels

New Address - Veterans Memorial Park
10797 Memorial Park Dr NE
Road Name Change
From: PARK DR NE
To: MEMORIAL PARK DR NE





City of Blaine Staff Report

File Number: RES 26-139

Agenda Date	Status
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July 20, 2026

In Control	File Type
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City Council

Resolution

7:00 PM - Public Hearing and Items Published for a Certain Time - Sheila Sellman, Community Development Director

Agenda Item # 8.1

Resolution Granting a Conditional Use Permit Amendment to Add an Outdoor Pickleball Court and a 10-Foot High Fence to Tournament Players Club of the Twin Cities in a Development Flex (DF) Zoning District at 11444 Tournament Players Parkway NE. TPC Twin Cities (PC26-0035/ACK)

Executive Summary

The applicant is requesting an amendment to allow construction of three pickleball courts with a 10 foot high fence just south of the existing building.

Background

City Council (Conditional Use Permit)

July 20, 2026

Action Deadline

August 29, 2026

Staff report prepared by Alex Koberoski, Assistant Planner, and Teresa Barnes, Project Engineer.

Evaluation of Request

Planning Analysis

Zoning

The property is zoned Development Flex (DF) and has a land use of Golf Course (GC).

Surrounding Zoning and Uses

Surrounding parcels are all zoned DF, with a land use designation of Low Medium Density Residential (L-MDR) to the north, east, and west, and GC to the south.

Existing Conditions

The property currently consists of the TPC clubhouse and associated golf course.

History

In 1998, the property obtained a CUP for construction and operation of the golf course and clubhouse through CUP Resolution 98-157. Various other CUP's have been issued since for modifications to the facility, including the addition and expansion of an outdoor dining area.

Site Plan

The applicant is proposing to add three pickleball courts on the south side of the TPC clubhouse. The proposed pickleball court will be enclosed by a black, vinyl-coated ten (10) foot tall fence. No lighting is proposed with this request.

The 10-foot tall fence will promote safety and security, and ensure recreational balls stay contained within the pickleball courts.

Tree Preservation

No trees are proposed to be removed.

Engineering Analysis

Grading/Storm Drainage

The developer will also need to submit construction contract documents that include a mass (rough) grading, erosion protection, sediment control, development, and storm drainage plan sheets.

Utilities

The proposed development will not include any water or sewer services. No new connections are proposed.

Wetlands/Watershed/FEMA

There are no wetlands nor FEMA flood plain on the existing site. A Coon Creek Watershed District (CCWD) review is not required.

Access/Street Design/Sidewalks/Trails

The development will utilize the existing access points to the existing parking area. No new access point will be granted. No additional street design will be required. Sidewalks will be constructed to allow access to the proposed court area.

Easements/Right-of-way/Permits

The developer will need to obtain any and 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.

Conditional Use Permit

A city exercises "quasi-judicial" authority when considering a CUP application. This means the city's role is limited to applying the standards in the ordinance to the facts presented by the application. The city acts like a judge in evaluating the facts against the standards.

Section 101-4 Criteria for granting conditional use permits:

The Blaine City Council shall consider the advice and recommendations of the Planning Commission and the effect of the proposed use on the comprehensive plan and upon the health, safety, and general

welfare of occupants of surrounding lands. Among other things, the Council shall consider the following findings where applicable. (Ord. No. 20-2447, 7-20-2020)

1. The use shall not create an excessive burden on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.
 - o The courts will provide a recreation option for the existing clubhouse. The 10-foot fence will help promote security and containment of the area. There will be no burden on existing facilities or utilities.
2. The use will be located, designed, maintained, and operated to be compatible with adjoining properties and the existing or intended character of the zoning district. (Ord. No. 20-2447 , 7-20-2020)
 - o The pickle ball courts are being proposed on an existing clubhouse/golf course property, and will be surrounded by a 10-foot tall fence. The court will be compatible with existing adjoining properties and the intended character of the Development Flex district.
3. The use shall have an appearance that will not have an adverse effect upon adjacent properties.
 - o The pickleball courts are proposed to be located more than 600 feet from the nearest residential property. The appearance of the pickle ball courts will not have an adverse effect on adjacent properties.
4. The use, in the opinion of the city council, shall be reasonably related to the overall needs of the city and to the existing land use.
5. The use shall be consistent with the purposes of the zoning code and purposes of the zoning district in which the applicant intends to locate the proposed use.
 - o The intent of the Development Flex (DF) district is to provide opportunity for greater flexibility in arranging land uses according to relative compatibility, convenience, and community needs. The addition of the pickle ball court provides a conveniently located recreation opportunity.
6. The use shall not be in conflict with the comprehensive plan of the city.
 - o The use is not in conflict with the Golf Course (GC) designation in the Comprehensive Plan.
7. The use will not cause traffic hazard or congestion.
 - o The proposed use will not generate any additional traffic hazard or congestion.
8. The use shall have adequate utilities, access roads, drainage and necessary facilities.
 - o The existing structure is served with the required utility services, adequate roadway infrastructure and necessary drainage facilities to service the proposed uses.

Strategic Plan Relationship

Not applicable.

Board/Commission Review

The public hearing is being held at the City Council meeting, therefore no review or recommendation was received from the Planning Commission. Conditional Use Permits for changes in commercial or

industrial tenants not directly adjacent to neighboring residential areas are often referred directly to the City Council to expedite the review process for the applicant.

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.

Staff Recommendation

By motion, adopt the resolution.

Attachment List

1. Attachments



City of Blaine

Signature Copy

Resolution: RES 26-139

Resolution Granting a Conditional Use Permit Amendment to Add an Outdoor Pickleball Court and a 10-Foot High Fence to Tournament Players Club of the Twin Cities in a Development Flex (DF) Zoning District at 11444 Tournament Players Parkway NE. TPC Twin Cities (PC26-0035/ACK)

WHEREAS, an application has been filed by TOURNAMENT PLAYERS CLUB OF TC as Conditional Use Permit Case File No. 26-0035 for a pickleball court; and

WHEREAS, said case involves the property described as follows:

Lot 1 Block 1, TPC 8th Addition

WHEREAS, the Blaine City Council held a public hearing on July 20, 2026; and

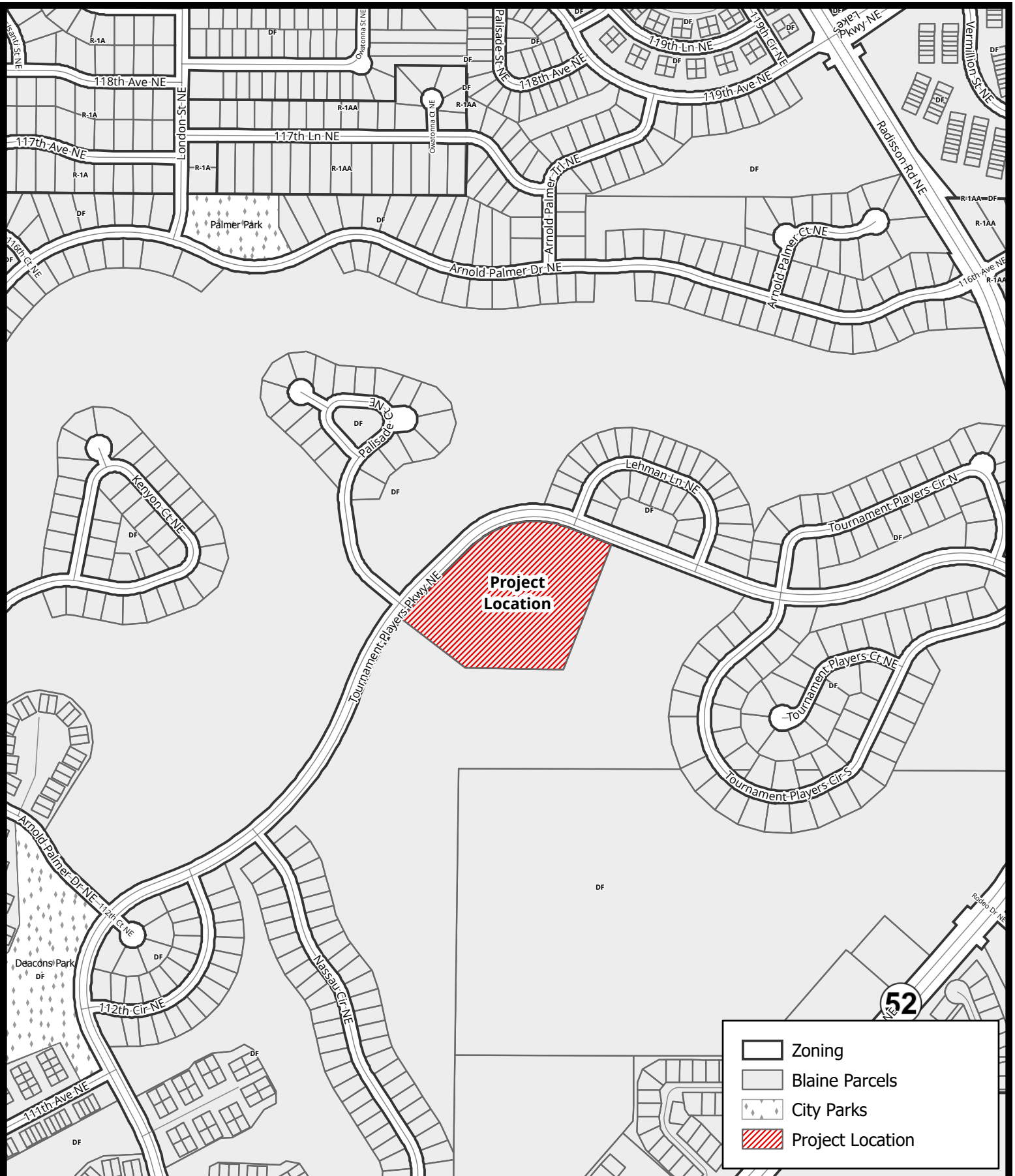
WHEREAS, the Blaine City Council has reviewed said case on July 20, 2026; and

WHEREAS, the criteria identified in Section 101-4 for granting a conditional use permit has been met.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Blaine that a conditional use permit is hereby approved per Sections 101-4 and 109-374 of the zoning ordinance to add an outdoor pickleball court and a 10 foot high fence to Tournament Players Club of the Twin Cities in a Development Flex (DF) Zoning District with the following conditions:

1. The fence enclosing the pickle ball courts shall be no more than 10 feet in height.
2. No lighting is permitted.
3. Building permit issuance is required before any site work or construction activities may begin.
4. All other items referenced in Resolution No. 98-157 remain unchanged.

PASSED by the City Council of the City of Blaine this 20th day of July, 2026.



Case File No. 26-0035

TPC Pickleball Courts

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

This map is for general reference only. It is not for legal, engineering, or surveying use.

0 0.04 0.08 0.16 Miles

Scale: 1:6,962



BlaineMN.gov

TPC of TC - Project Narrative

The Tournament Players Club of the Twin Cities is looking to construct three new pickleball courts off the SE corner of the clubhouse as an amenity. No lights are being proposed for the courts, so hours of use would vary slightly with the season, but typically between the hours of 7am – 7pm. The courts are located over 200’ from the edge of the closet lake and over 600’ to the closest residential home to the East.

K:\TWC_LDEV\TPC of Minnesota, Inc\Blaine Pickleball Courts\3 Design\CAD\PlanSheets\CO-COVER SHEET.dwg May 18, 2026 - 4:25pm

This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.

SITE DEVELOPMENT PLANS
FOR
TPC TWIN CITIES
TPC BLAINE PICKLEBALL COURTS

11444 TOURNAMENT PLAYERS PKWY
BLAINE, MN 55449, ANOKA COUNTY

PROJECT TEAM:

ENGINEER
KIMLEY-HORN AND ASSOCIATES, INC.



PREPARED BY: ALAN L. CATCHPOOL, P.E.
767 EUSTIS STREET, SUITE 100
ST. PAUL, MN 55114
TELEPHONE (651) 645-4197

SURVEYOR
EGAN, FIELD & NOWAK, INC.
475 OLD HIGHWAY 8 NORTHWEST,
SUITE 200
NEW BRIGHTON, MN 5512
TELEPHONE: (612) 466-3300
CONTACT: ERIC ROESER, PLS

OWNER / DEVELOPER
TPC TWIN CITIES

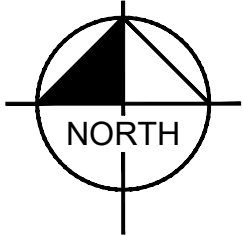


Twin Cities

11444 TOURNAMENT PLAYERS
PARKWAY
BLAINE, MN 55449
TELEPHONE: (763) 795-0806
CONTACT: CHRIS WEINHOLD



VICINITY
N.T.S.



SITE

NOTES:

1. CONTRACTOR SHALL CONFIRM THAT THE EXISTING CONDITIONS FOR THE SITE MATCH WHAT IS SHOWN ON THE DRAWINGS INCLUDED PRIOR TO CONSTRUCTION.
2. IF REPRODUCED, THE SCALES SHOWN ON THESE PLANS ARE BASED ON A 22x34 SHEET.
3. ALL NECESSARY INSPECTIONS AND/OR CERTIFICATIONS REQUIRED BY CODES AND/OR UTILITY SERVICES COMPANIES SHALL BE PERFORMED PRIOR TO ANNOUNCED BUILDING POSSESSION AND THE FINAL CONNECTION OF SERVICES.
4. ALL GENERAL CONTRACTOR WORK TO BE COMPLETED (EARTHWORK, FINAL UTILITIES, AND FINAL GRADING) BY THE MILESTONE DATE IN PROJECT DOCUMENTS.

Sheet List Table	
Sheet Number	Sheet Title
C000	COVER SHEET
C100	GENERAL NOTES
C101	ALTA SURVEY
C200	DEMOLITION PLAN
C300	EROSION AND SEDIMENT CONTROL PLAN - PHASE 1
C301	EROSION AND SEDIMENT CONTROL PLAN - PHASE 2
C302	EROSION AND SEDIMENT CONTROL DETAILS
C400	SITE PLAN
C500	GRADING AND DRAINAGE PLAN
C600	CONSTRUCTION DETAILS

BENCHMARKS	
SITE BENCHMARKS: (LOCATIONS SHOWN ON SURVEY)	
SBM #1 TOP OF 5/8-INCH REBAR WITH RED PLASTIC CAP MARKED WITH EFN CONTROL. ELEVATION=898.12	



TPC BLAINE
PICKLEBALL COURTS
PREPARED FOR
TPC TWIN CITIES

BLAINE

MINN

SHEET NUMBER
C000

Kimley»Horn

2024 KIMLEY-HORN AND ASSOCIATES, INC.
767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
PHONE 651-645-4197
WWW.KIMLEY-HORN.COM

DESIGNED BY
KAH

DRAWN BY
KAH

CHECKED BY
ALC

DATE
05/18/2026

SCALE
AS SHOWN

KHA PROJECT
161397000

MINNESOTA
I hereby certify that this plan
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.

ALAN L. CATCHPOOL, P.E.

DATE: 05/18/2026

MINN

LIC. NO. 47969

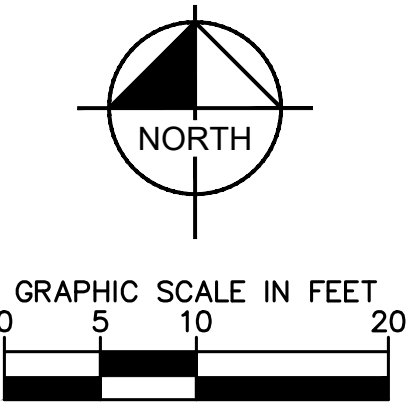
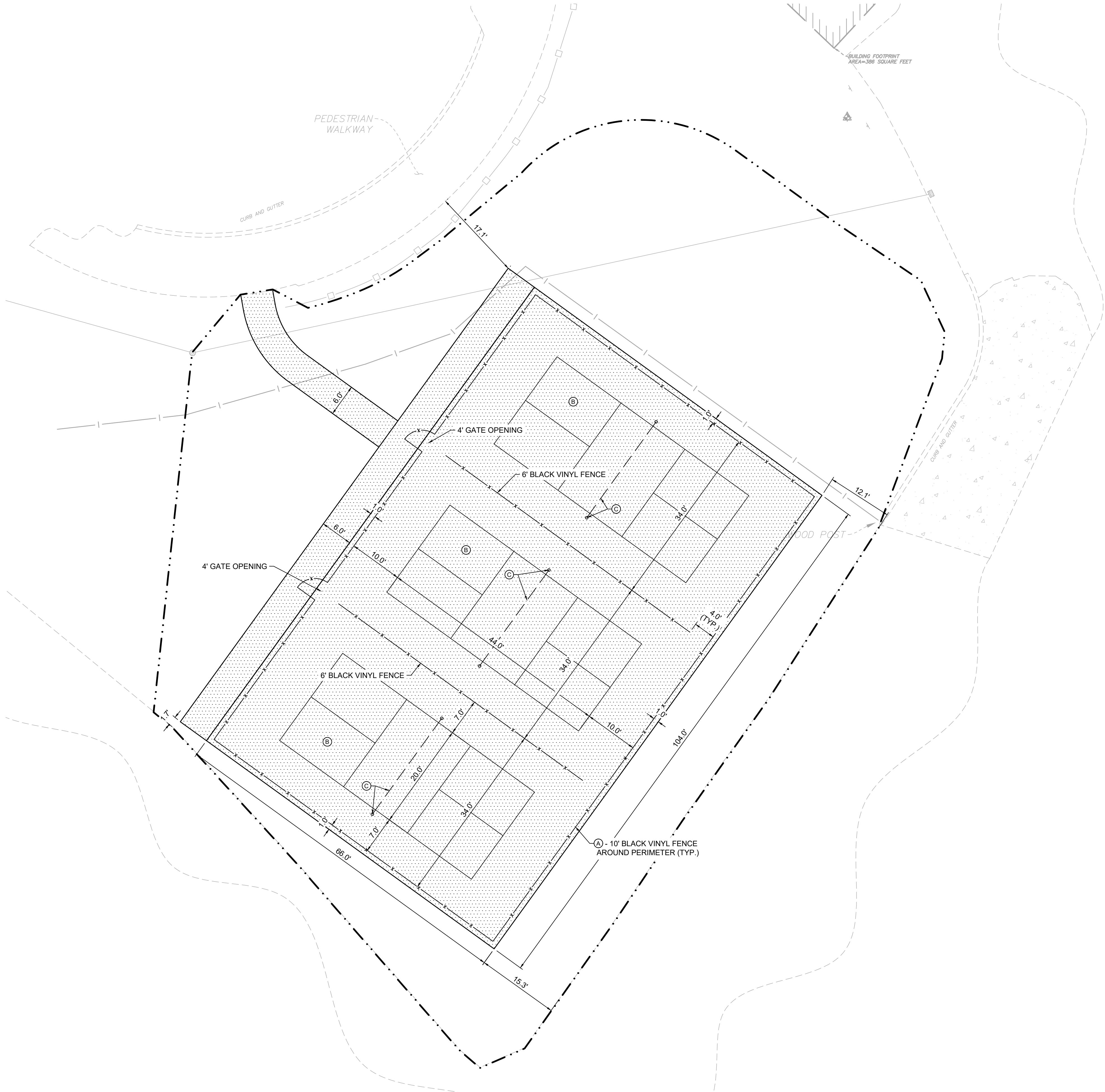
REVISIONS

No.

DATE

BY

Page 77 of 138



Know what's below.
Call before you dig.

LEGEND	
	PROPERTY LINE
	SETBACK LINE
	DRAINAGE AND UTILITY EASEMENT
	PROPOSED FENCE
	STANDARD DUTY ASPHALT PAVMENT SEE DETAILS FOR SECTION

SITE PLAN NOTES

- PRIOR TO COLORING, THOROUGHLY CLEAN COURTS WITH A PRESSURE WASHER TO REMOVAL ALL DIRT AND DEBRIS. DURING WASHING PROCESS, MARK ALL AREAS HOLDING WATER OVER 3/16" DEEP. LEVEL ALL WATER POND AREAS WITH AN ACRYLIC/SILICA SAND/PORTLAND CEMENT "CRACK PATH BINDER" MATERIAL.
- ANY VOIDS AROUND THE PERIMETER OR NET POSTS CREATED DURING THE INSTALL PROCESS SHALL BE SEALED WITH A COLD APPLIED ELASTOMERIC SEALANT.
- COLOR COAT THE NEW PICKLEBALL COURTS WITH TWO APPLICATIONS EACH OF, BLACK ACRYLIC RESURFACER AND BLUE ACRYLIC COLOR FOR THE INNER COURT PLAYING SURFACE AND LIGHT BLUE ACRYLIC COLOR FOR THE KITCHEN (INTERIOR) AND GREEN ACRYLIC COURT PERIMETERS.
- DIMENSIONS AND RADII ARE DRAWN TO THE FACE OF CURB, UNLESS OTHERWISE NOTED. DIMENSIONS ARE ROUNDED TO THE NEAREST TENTH FOOT, AND AREAS ARE ROUNDED TO THE NEAREST SQUARE FOOT.
- UNLESS OTHERWISE NOTED, THE CONTRACTOR SHALL BE RESPONSIBLE FOR RELOCATING EXISTING SITE IMPROVEMENTS THAT CONFLICT WITH THE PROPOSED WORK, INCLUDING BUT NOT LIMITED TO TRAFFIC SIGNS, LIGHT POLES, ABOVEGROUND UTILITIES, ETC. PERFORM WORK IN ACCORDANCE WITH GOVERNING AUTHORITIES REQUIREMENTS AND PROJECT SITE WORK SPECIFICATIONS. COST SHALL BE INCLUDED IN BASE BID.

PROPERTY SUMMARY	
TOTAL PROPERTY AREA	±10.35 AC
DISTURBED AREA	±0.37 AC / ±15,920 SF
EXISTING IMPERVIOUS AREA	±0.00 AC / ±0 SF
EXISTING PERVIOUS AREA	±0.36 AC / ±15,749 SF
PROPOSED IMPERVIOUS AREA	±0.18 AC / ±7,712 SF
PROPOSED PERVIOUS AREA	±0.18 AC / ±8,037 SF
NET INCREASE IN IMPERVIOUS AREA	±0.18 AC / ±7,712 SF

KEYNOTE LEGEND

- (A) PERIMETER FENCE, DETAIL 2
- (B) PICKLEBALL COURT STRIPING, DETAIL 3
- (C) PICKLEBALL NET POST & NET, DETAIL 4

TPC BLAINE
PICKLEBALL COURTS
PREPARED FOR
TPC TWIN CITIES

BLAINEMN

SHEET NUMBER
C400

SITE PLAN

KHA PROJECT 161397000	DATE 05/18/2026	SCALE AS SHOWN	DESIGNED BY KAH	DRAWN BY KAH	CHECKED BY ALC
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. ALAN L. CATCHPOLE, P.E. MN LIC. NO. 47969					

Kimley»Horn

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767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
PHONE 651-445-4197
WWW.KIMLEY-HORN.COM

REVISIONS		DATE	BY
No.			



PHASE II BMP QUANTITIES	
SILT FENCE	±475 LF
INLET PROTECTION	3 EA
ROCK CONSTRUCTION ENTRANCE	1 EA
BIO ROLL	±15 LF

Diagram illustrating the layout of a rock entrance, inlet protection, silt fence, limits of disturbance, and bioroll.

- ROCK ENTRANCE
- INLET PROTECTION
- SILT FENCE
- LIMITS OF DISTURBANCE
- BIOROLL

1. ALL CONTRACTORS AND SUBCONTRACTORS INVOLVED WITH LAND DISTURBING ACTIVITIES SHALL OBTAIN A COPY OF THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) GENERAL PERMIT, AND BECOME FAMILIAR WITH THEIR CONTENTS.
2. BEST MANAGEMENT PRACTICES (BMP'S) AND CONTROLS SHALL CONFORM TO FEDERAL, STATE AND LOCAL REQUIREMENTS, AS APPLICABLE. THE CONTRACTOR SHALL IMPLEMENT ADDITIONAL CONTROLS AS DIRECTED BY THE PERMITTING AGENCY, ENGINEER OR OWNER.
3. SITE ENTRY AND EXIT LOCATIONS SHALL BE MAINTAINED IN A CONDITION THAT WILL PREVENT THE TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC ROADWAYS. SEDIMENT SOILED, DROPPED, WASHED, OR TRACKED ONTO A PUBLIC ROADWAY FROM THE CONSTRUCTION SITE MUST BE REMOVED AS SOON AS PRACTICABLE. WHEN WASHING IS REQUIRED TO REMOVE SEDIMENT PRIOR TO ENTRANCE ONTO A PUBLIC ROADWAY, SHALL BE DONE IN AN AREA STABILIZED WITH CRUSHED STONE WHICH DRAINS INTO AN APPROVED SEDIMENT BASIN. ANY FINES IMPOSED FOR DISCHARGING SEDIMENT ONTO A PUBLIC RIGHT OF WAY SHALL BE PAID BY THE CONTRACTOR.
4. TEMPORARY SEEDING OR OTHER APPROVED METHODS OF STABILIZATION SHALL BE INITIATED WITHIN 7 DAYS OF THE LAST DISTURBANCE ON ANY AREA OF THE SITE.
5. THE CONTRACTOR SHALL MINIMIZE LAND DISTURBANCE AND CLEARING TO THE MAXIMUM EXTENT PRACTICAL OR AS REQUIRED BY THE GENERAL PERMIT.
6. CONTRACTOR SHALL DENOTE ON THE PLAN THE TEMPORARY PARKING AND STORAGE AREA WHICH SHALL ALSO BE USED AS THE EQUIPMENT MAINTENANCE AND CLEANING AREA, EMPLOYEE PARKING AREA, AND AREA FOR LOCATING PORTABLE FACILITIES, OFFICE TRAILERS, AND TOILET FACILITIES.
7. ALL WASH WATER FROM THE CONSTRUCTION SITE (CONCRETE TRUCKS, VEHICLE CLEANING, EQUIPMENT CLEANING, ETC.) SHALL BE DETAINED AND PROPERLY TREATED BEFORE DISPOSAL.
8. SUFFICIENT OIL AND GREASE ABSORBING MATERIALS AND FLotation BOOMS SHALL BE MAINTAINED ON SITE OR READILY AVAILABLE TO CONTAIN AND CLEAN-UP FUEL OR CHEMICAL SPILLS AND LEAKS.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DUST CONTROL ON SITE. THE USE OF MOTOR OILS AND OTHER PETROLEUM BASED OR TOXIC LIQUIDS FOR DUST SUPPRESSION OPERATIONS IS PROHIBITED.
10. RUBBISH, TRASH, GARBAGE, LITTER, OR OTHER SUCH MATERIALS SHALL BE DEPOSITED INTO SEALED CONTAINERS. MATERIALS SHALL BE PREVENTED FROM LEAVING THE PREMISES THROUGH THE ACTION OF WIND OR STORM WATER DISCHARGE INTO DRAINAGE DITCHES OR WATERS OF THE STATE.
11. STAGING AREAS, STOCKPILES, SPOILS, ETC. SHALL BE LOCATED OUTSIDE OF DRAINAGE WAYS SUCH THAT STORM WATER RUNOFF WILL NOT BE ADVERSELY AFFECTED. PROVIDE STABILIZATION MEASURES SUCH AS PERIMETER EROSION CONTROL BMP'S, SEEDING, OR OTHER COVERING AS NECESSARY TO PREVENT EROSION.
12. CONTRACTOR SHALL BE RESPONSIBLE FOR RE-ESTABLISHING ANY EROSION CONTROL BMP'S DISTURBED DURING CONSTRUCTION OPERATIONS. NOTIFY THE OWNER'S SUPERVISOR IMMEDIATELY OF ANY DEFICIENCIES IN THE ESTABLISHED EROSION CONTROL MEASURES THAT MAY LEAD TO UNAUTHORIZED DISCHARGE OF STORM WATER POLLUTANTS. UNAUTHORIZED POLLUTANTS INCLUDE (BUT ARE NOT LIMITED TO) EXCESS CONCRETE DUMPING, CONCRETE RESIDUE, PAINTS, SOLVENTS, GREASES, FUELS, LUBRICANT OILS, PESTICIDES, AND SOLID WASTE MATERIALS.
13. EROSION CONTROL BMP'S SHOWN ON THESE PLANS SHALL BE INSTALLED PRIOR TO THE START OF LAND-DISTURBING ACTIVITIES ON THE PROJECT, AND INITIATED AS SOON AS PRACTICABLE.
14. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR COMPLYING WITH THE REQUIREMENTS OF THE AUTHORITIES HAVING JURISDICTION, AND SHALL MAINTAIN COMPLIANCE WITH APPLICABLE LAWS AND REGULATIONS FOR THE DURATION OF CONSTRUCTION.
15. THE CONTRACTOR SHALL FILE ADJUST AND/OR PROVIDE ADDITIONAL EROSION CONTROL BMP'S AS NEEDED TO PREVENT EROSION AND OFF-SITE SEDIMENT DISCHARGE FROM THE PROJECT. MAINTAIN LOG AND RECORD ANY ADJUSTMENTS AND DEVIATIONS FROM THE APPROVED EROSION CONTROL PLANS WITHIN THE SWPPP DOCUMENTS STORED IN THE JOB SITE TRAILER.

1. TEMPORARILY SEED, THROUGHOUT CONSTRUCTION, DENUDED AREAS THAT WILL BE INACTIVE FOR 14 DAYS OR MORE.
2. CONSTRUCT UNDERGROUND SIDE UTILITIES AND STORM SEWER.
3. INSTALL APPROPRIATE INLET PROTECTION AT ANY NEW STORM SEWER STRUCTURES AS EACH STRUCTURE IS CONSTRUCTED.
4. COMPLETE SITE GRADING AND PERMANENTLY STABILIZE AREAS TO BE VEGETATED AS THEY ARE BROUGHT TO FINAL GRADE.
5. PLACE PAVEMENT BASE MATERIAL.
6. CONSTRUCT PAVEMENTS, CURB & GUTTER, AND SIDEWALKS.
7. AS APPROPRIATE, REPLACE & MAINTAIN INLET PROTECTION DEVICES WITHIN PAVED AREAS AS WORK PROGRESSES.
8. COMPLETE FINAL GRADING AND INSTALL OF PERMANENT STABILIZATION (SEEDING, SODDING, ETC.) WITHIN LANDSCAPED AREAS.
9. WHEN THE SITE HAS ACHIEVED FINAL STABILIZATION AS DEFINED BY THE APPLICABLE EROSION CONTROL PLAN, THE CONTRACTOR SHALL MAINTAIN REMAINING TEMPORARY EROSION & SEDIMENT CONTROL BMP'S AND RE-STABILIZE ANY AREAS DISTURBED BY THE REMOVAL.

NOTE: THE SEQUENCE OF CONSTRUCTION IS INTENDED TO CONVEY THE GENERAL CONCEPTS OF THE EROSION CONTROL DESIGN AND SHOULD NOT BE RELIED UPON FOR CONSTRUCTION PURPOSES. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR DETAILED PHASING AND CONSTRUCTION SEQUENCING NECESSARY TO CONSTRUCT THE PROPOSED IMPROVEMENTS. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IN WRITING IMMEDIATELY, PRIOR TO AND/OR DURING CONSTRUCTION IF ANY ADDITIONAL INFORMATION ON THE CONSTRUCTION SEQUENCE IS NECESSARY.



Know what's **below**.
Call before you dig.

SHEET NUMBER C301	TPC BLAINE PICKLEBALL COURTS PREPARED FOR TPC TWIN CITIES BLAINE MN	EROSION AND SEDIMENT CONTROL PLAN - PHASE 2
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CITY OF BLAINE
RESOLUTION NO. 98-157
GRANTING A CONDITIONAL USE PERMIT
PER SECTION 29.80 OF THE ZONING CODE
OF THE CITY OF BLAINE
TPC OF THE TWIN CITIES AND EASTERN HEIGHTS BANK
109th AVENUE AND RADISSON ROAD

WHEREAS, an application has been filed by TPC of the Twin Cities and Eastern Heights Bank as Conditional Use Permit Case File No. 98-56A; and

WHEREAS, a public hearing has been held by the Blaine Planning Commission on June 9, 1998; and

WHEREAS, the Blaine Planning Commission recommends said Conditional Use Permit be approved; and

WHEREAS, the Blaine City Council has reviewed said case on June 25, 1998.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Blaine that a Conditional Use Permit is hereby approved per Section 29.80 of the zoning code to TPC of the Twin Cities and Eastern Heights Bank for the construction of the TPC clubhouse, golf course operation, and easements to cross public right-of-way with cart paths and irrigation piping at 109th Avenue and Radisson Road NE with the following conditions:

1. The applicant obtain site plan approval from the Community Development Department incorporating the following conditions or modifications prior to any site work:
 - a. Site lighting is to be provided. The applicant is to provide a lighting plan that provides downlit lighting details.
 - b. The applicant to ensure underground irrigation for landscaped areas.
 - c. A detail of the golf bag drop-off building shall be provided.
2. The PGA to provide a tournament operations plan 120 days prior to any tournament, including the element of parking, traffic management, security, refuse handling, etc.
3. WAC surcharge will be due with building permit.
4. The mowing of the golf course shall not begin prior to 6:00 a.m., and shall conclude no later than dusk.
5. No outdoor advertising associated with or on the patio railing.
6. No amplified music or public address system is to be utilized in the outdoor dining area.
7. The applicant must obtain a liquor license prior to serving any alcohol on site.

8. The hours of operation for food service for the outdoor dining area are limited to 8:00 a.m. to 11:00 p.m.
9. This Conditional Use Permit grants to applicant the right to: construct, maintain and operate pedestrian, maintenance equipment and golf cart crossings of Tournament Players Parkway, Kenyon Court and Palisades Court as established by the approved preliminary plat of TPC Addition; construct, maintain, repair and replace golf course drainage and irrigation facilities and piping, in substantially perpendicular crossings of Tournament Players Parkway, Kenyon Court and Palisades Court, as established by said preliminary plat; and construct, maintain, repair and replace a tunnel under Tournament Players Parkway, entrance walls on each end of that tunnel, and install, maintain, repair and replace electrical service into that tunnel, for purposes of pedestrian, golf cart and maintenance vehicle crossings under said Tournament Players Parkway.

The centerline of the cart path crossing of Palisades Court shall be at approximately Station 5+00. The centerline of the Kenyon Court cart path crossing shall be at approximately Station 5+50. Cart path crossing shall be constructed 20 feet in width of non-reinforced concrete, six inches thick. The concrete curb at the cart path crossing shall be "ramped" down to allow the smooth crossing of golf carts.

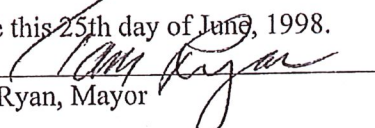
The tunnel under Tournament Players Parkway shall be located approximately at Station 39+00 and shall be of precast concrete construction and of a cross section of approximately 12 feet by 12 feet.

Irrigation crossings shall be at approximately Station 5+45 on Kenyon Court, approximately 0+50 on Palisades Court and approximately Station 33+00 on Tournament Players Parkway.

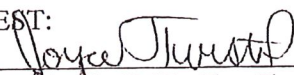
10. Developer installed landscaping along the Tournament Players Parkway and at the three development entrances to remain responsibility of the Deacon's Walk Homeowners' Association.
11. Developer (PGA) to install a severe weather-warning siren for the clubhouse and golf course operation.

NOW THEREFORE, BE IT FURTHER RESOLVED, by the City Council of the City of Blaine that the Conditional Use Permit hereby approved shall be applicable to Tournament Players Club of the Twin Cities, LLC, a Minnesota limited liability company, its successors and assigns, including all future owners of Outlots L, X, Z and AA, TPC First Addition, and Lot 1, Block 1, TPC East, provided the conditions in the Conditional Use Permit are observed.

PASSED by the City Council of the City of Blaine this 25th day of June, 1998.


Tom Ryan, Mayor

ATTEST:


Joyce Twistol, CMC, City Clerk

COUNCIL ACTION: 98-302



City of Blaine Staff Report

File Number: RES 26-133

Agenda Date	Status
July 20, 2026	
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 # 8.2

Conduct Public Hearing and Adopt a Resolution to Vacate a Portion of the 30-foot Scenic Easement created by Document No. 303325, which is contained within Lot 1 and Lot 2, Block 1, Ball Road Industrial Park, according to the recorded plat thereof, Anoka County, Minnesota; Vacation No. V26-06

Executive Summary

The City received a petition dated May 28, 2026, from Robert Carlson, representing Rendova Partnership, requesting the vacation of the portion of the 30-ft wide scenic easement as created and recorded as Document No. 303325, which is contained within Lot 1 and Lot 2, Block 1, Ball Road Industrial Park; according to the recorded plat thereof, Anoka County, Minnesota; see Attached Exhibit A for description.

Background

The property is platted as Lot 1 and Lot 2, Block 1, Ball Road Industrial Park. The existing 30-foot scenic easement is no longer needed. Engineering staff has reviewed the request and agrees with the vacation.

Schedule of Actions

06/15/2026 Receive Petition and Order Public Hearing
**07/20/2026 Public Hearing and Adopt Vacation
Resolution**

Strategic Plan Relationship

This item is part of the city's strategic plan for Growth Management.

Board/Commission Review

This item was not presented to any boards or commissions. Public input will be received by council at the Public Hearing on July 20, 2026.

Financial Impact

No Financial Impact to the city for this request.

Public Outreach/Input

Notice was officially published for the calling of the Public Hearing on July 20, 2026.

Staff Recommendation

By motion, adopt the Resolution.

Attachment List

1. Petition to Vacate Easement or Right-of-Way Form - fully executed
2. EXHIBIT A Scenic Easement Ball Road Industrial Park



City of Blaine

Signature Copy

Resolution: RES 26-133

Conduct Public Hearing and Adopt a Resolution to Vacate a Portion of the 30-foot Scenic Easement created by Document No. 303325, which is contained within Lot 1 and Lot 2, Block 1, Ball Road Industrial Park, according to the recorded plat thereof, Anoka County, Minnesota; Vacation No. V26-06

WHEREAS, the City Council has received a petition dated the 28th day of May, 2026, requesting the vacation of a portion of a 30-foot scenic easement as created and recorded as Document No. 303325, which is contained within Lot 1 and Lot 2, Block 1, Ball Road Industrial Park; according to the recorded plat thereof, Anoka County, Minnesota; as shown in Exhibit A (attached); and

WHEREAS, the required public hearing notices were published and mailed, and the public hearing was held on the 20th day of July, 2026, at which time all persons desiring to be heard were given an opportunity to be heard.

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

1. The vacation of a portion of a 30-foot scenic easement as created and recorded as Document No. 303325, which is contained within Lot 1 and Lot 2, Block 1, Ball Road Industrial Park.

PASSED by the City Council of the City of Blaine this 20th day of July, 2026.



Petition to Vacate

City of Blaine
10801 Town Square Drive NE, Blaine MN 55449
Engineering Department
phone: 763-785-6172 | BlaineMN.gov

Engineering

PETITION TYPE

- ☒ Vacation of Easement
☐ Vacation of Right-of-Way

PROPERTY INFORMATION

I/We, the undersigned, represent a majority of the property owners abutting or adjacent to the area described below:

Address/Legal Description: That portion of the 30-ft wide scenic easement created by Document No. 303325 which is contained within Lot 1 and Lot 2, Block 1, Ball Road Industrial Park, Anoka County, Minnesota

REASON FOR VACATION

Description of Request: the engineering department has reviewed the request and the scenic easement is no longer required; the engineering department agrees with the vacation request.

PROPERTY OWNER SIGNATURE

Signature of Owner: *Robert W. Carlson* Date: 5-28-2026
Printed Name: Robert W. Carlson

APPLICATION FEES AND REQUIREMENTS

Application Fee

- ☐ \$250 for first lot for single-family residential plus \$50 for each additional lot
☒ \$500 for all others

Supporting Documentation (to be included with application):

- ☒ Exhibit including Legal Description of property in pdf format (i.e. survey, drawing)
☐ Letter of Authorization (if applicable)

GENERAL CONDITIONS

By signing this petition, the undersigned agree to waive any and all claims for damages resulting from the vacation and discontinuance of the described easement or right-of-way.

APPLICANT INFORMATION

Name of Petitioner/Applicant: Rendova Partnership; Rob Carlson AKA, Robert W. Carlson
Address: P.O. Box 490546 City, State, Zip: Blaine, MN 55449
Phone: 651-775-1411 Email: rcbuilders@msn.com rcbuilders@MSN.com

APPLICANT SIGNATURE

Applicant Signature:  Date: 5-28-2026

SUBMITTAL AND PAYMENT INFORMATION

Submit completed form, fee, and supporting documentation to:

City of Blaine
Engineering Department
10801 Town Square Drive NE
Blaine, MN 55449

Email: tbarnes@blainemn.gov

Payment:

- Fee is due with application.
- Check or credit card accepted.
- A 3% transaction fee applies to all credit card payments.
- Call 763-785-6172 to pay by credit card.

FOR CITY USE ONLY

Date Received: 5/28/2026

Vacation File Number: V26-06

Council Presentation Date: 6/15/2026

Date of Public Hearing: 7/20/2026 Resolution No. _____

Council Decision:

☐

Approved

☐

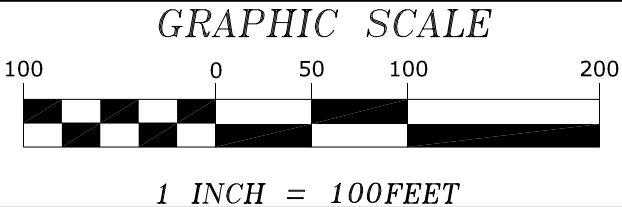
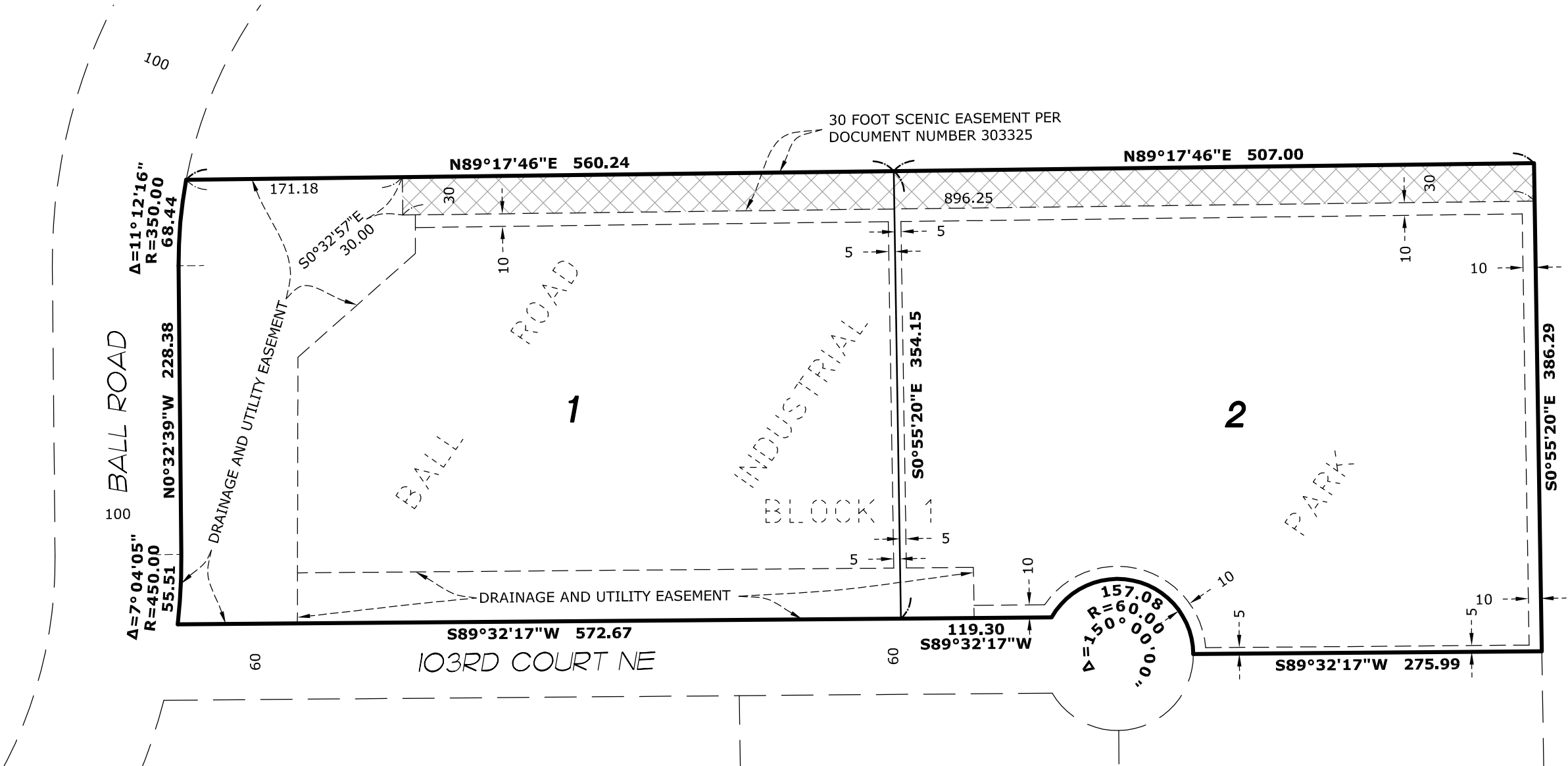
Denied (Reason for denial): _____

EXHIBIT A

EASEMENT TO BE VACATED

That portion of the 30 foot wide scenic easement created by Document No. 303325 which is contained within Lot 1 and Lot 2, Block 1, BALL ROAD INDUSTRIAL PARK, Anoka County, Minnesota.

 DENOTES EASEMENT TO BE VACATED
(AREA = 26,885 SQ. FT.)



I hereby certify that this plan, survey 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.

By: 
Minnesota License No. 41578
Dated 27th day of May 2026.

BEARING DATUM: <u>Assumed</u>		SCALE: 1" = 100'	
REVISIONS		JOB NO. <u>260194BT</u>	
1		DATE: <u>5/27/2026</u>	
2		DRAWN BY: <u>BAB</u>	
3		CREW: <u>N/A</u>	
NO.	DATE	DESCRIPTION	BY



E. G. RUD & SONS, INC.
Professional Land Surveyors
6776 Lake Drive NE, Suite 110
Lino Lakes, MN 55014
Tel. (651) 361-8200 Fax (651) 361-8701
www.egrud.com



City of Blaine

Staff Report

File Number: ORD 26-2607

Agenda Date	Status
July 20, 2026	
In Control	File Type
City Council	Ordinance

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

Agenda Item # 8.3

Public Hearing and Second Reading

Ordinance Granting to Connexus Energy, a Minnesota Cooperative Association, Its Successors and Assigns, Permission to Construct, Operate, Repair and Maintain in the City of Blaine, Minnesota, an Electric Distribution System and Transmission Lines, Including Necessary Poles, Lines, Fixtures and Appurtenances, for the Furnishing of Electric Energy to the City, its Inhabitants, and Others, and to Use the Public Ways and Public Grounds of the City for Such Purposes, and Prescribing Certain Terms and Conditions Thereof

Executive Summary

A Franchise Ordinance Granting to Connexus Energy, a Minnesota Cooperative Association, Its Successors and Assigns, Permission to Construct, Operate, Repair and Maintain in the City of Blaine, Minnesota, an Electric Distribution System and Transmission Lines, Including Necessary Poles, Lines, Fixtures and Appurtenances, for the Furnishing of Electric Energy to the City, its Inhabitants, and Others, and to Use the Public Ways

Background

The City of Blaine and Anoka Electric Cooperative, D/B/A/ Connexus Energy last entered into a Franchise Agreement in 1998, Ordinance Number 98-1698. This agreement allowed them to operate their electric distribution system within the city's right-of-ways for a period of 20 years. This Franchise Agreement has now expired, and it is the desire of both the city and Connexus Energy to renew an agreement. To enact a Franchise Ordinance, the city has a process for adopting the ordinance.

- June 1st, Council opened the public hearing to allow for comments and continued the public hearing to June 15.
- On June 15, Council reconvened the public hearing and allowed for additional comments, had the 1st reading of the proposed ordinance and continued the public hearing until July 6th.

- On July 6, council re-convened the public hearing and continued it to July 20. Second reading of the proposed ordinance was tabled.
- **Tonight, the council is asked to reconvene the public hearing and allow for additional comments, have the 2nd reading and adopt the proposed ordinance.**

Strategic Plan Relationship

Board/Commission Review

Financial Impact

Public Outreach/Input

Staff Recommendation

Reconvene and then close the public hearing, hold the 2nd reading, and adopt the proposed ordinance.

Attachment List

None



City of Blaine

Signature Copy

Ordinance: ORD 26-2607

Public Hearing and Second Reading

Ordinance Granting to Connexus Energy, a Minnesota Cooperative Association, Its Successors and Assigns, Permission to Construct, Operate, Repair and Maintain in the City of Blaine, Minnesota, an Electric Distribution System and Transmission Lines, Including Necessary Poles, Lines, Fixtures and Appurtenances, for the Furnishing of Electric Energy to the City, its Inhabitants, and Others, and to Use the Public Ways and Public Grounds of the City for Such Purposes, and Prescribing Certain Terms and Conditions Thereof

THE CITY OF BLAINE DOES ORDAIN:

Sec. 1. Definitions.

For purposes of this ordinance, the following capitalized terms listed in alphabetical order shall have the following meanings:

- 1.1. *City*. The City of Blaine, County of Anoka, State of Minnesota.
- 1.2. *City utility system*. Facilities used for providing public utility service owned or operated by the City or agency thereof, including sewer and water service, but excluding facilities for providing heating, lighting, or other forms of energy.
- 1.3. *Commission*. The Minnesota Public Utilities Commission, or any successor agency or agencies, including an agency of the federal government that preempts all or part of the authority to regulate electric retail rates now vested in the Minnesota Public Utilities Commission.
- 1.4. *Company*. Connexus Energy, a Minnesota cooperative association, its successors, and assignees.
- 1.5. *Electric facilities*. Electric transmission and distribution towers, poles, lines, guys, anchors, conduits, fixtures, and necessary appurtenances owned, operated or otherwise used by the Company for the purpose of providing electric energy for public use.
- 1.6. *Non-betterment costs*. Cost incurred by Company from relocation, removal, or rearrangement of electric facilities that do not result in an improvement to the electric facilities.
- 1.7. *Notice*. A writing served by any party or parties on any other party or parties. Notice to the Company shall be mailed to the President and CEO, Connexus Energy, 14601 Ramsey Blvd., Ramsey, MN 55303. Notice to City shall be mailed to the City Manager, City of Blaine, 10801 Town Square Drive NE, Blaine, MN 55449. Either party may change its respective address for the purpose of this ordinance by written notice to the other party.

1.8. *Effective date.* The date on which the ordinance becomes effective under section 2.2.

1.9. *Public way.* Any street, alley, walkway, or other public rights-of-way within the City.

1.10. *Public ground.* Land owned or otherwise controlled by the City for parks, trails, open space or similar purpose, which is held for use in common by the public or for the public benefit.

Sec. 2. Franchise.

2.1. *Grant of franchise.* City grants Company, for a period of 20 years from the date of passage of this ordinance, the non-exclusive right to transmit and furnish electric energy for light, heat, power, and other purposes for public and private use within and through the limits of the City as its boundaries now exist or as they may be extended in the future. For these purposes, the Company may construct, operate, repair, and maintain electric facilities in, on, over, under, and across the public ways and public grounds of City subject to the provisions of this ordinance. Company may do all things reasonably necessary or customary to accomplish these purposes, subject however to such reasonable regulations as may be imposed by the City pursuant to its ordinances and the provisions of this franchise agreement, and consistent with state laws and rules.

2.2. *Effective date; written acceptance.* This franchise shall be effective from and after its passage and its acceptance by the Company, and its publication as required by law. An acceptance by the Company must be filed in writing with the City clerk within 60 days after publication of this ordinance.

2.3. *Service rates and area.* The service to be provided and the rates to be charged by Company for electric service in City currently are subject to the jurisdiction of the public utilities commission. The area within the City in which the Company may provide electric service currently is subject to the provisions of the M.S.A. § 216B.40.

2.4. *Publication expense.* The expense of publication of this ordinance shall be paid by the Company.

2.5. *Dispute resolution.* If the City or the Company asserts that the other party is in default in the performance of any obligation hereunder, the complaining party must notify the other party in writing of the default and the desired remedy. Representatives of the parties must promptly meet and attempt in good faith to negotiate a resolution of the dispute. If the dispute is not resolved within 30 days after service of the Notice, the parties may jointly select a mediator to facilitate negotiation. The parties will share equally the fees and expenses of the mediator. If a mediator is not used or if the parties are unable to resolve the dispute within 30 days after first meeting with the selected mediator, either party may commence an action in district court to interpret and enforce this franchise or for such other relief as may be permitted by law or equity.

Sec. 3. Location, other regulations.

3.1. *Location of facilities.* Electric facilities shall be located, constructed, installed, and maintained so as not to interfere with the safety and convenience of ordinary travel along and over public ways or of public grounds and so as not disrupt normal operation of any City utility system previously installed therein. Electric facilities shall be located on public grounds only as determined by City. Company's construction, reconstruction, operation, repair, maintenance, and location of electric facilities shall be subject to other ordinances and regulations of the City and consistent with the authority granted the City to manage its public ways and public grounds under state law. Under this

franchise agreement the City does not relinquish its police power regulatory authority and Company does not relinquish its eminent domain authority. Company may abandon underground electric facilities in place only if it has first received written approval from the City to do so and that at City's request Company removes abandoned electric facilities, including metal conduit or concrete enclosed conduit interfering with a City improvement project or other franchised utility or as otherwise required by Minnesota Rules Part 7819.3300.

3.2. *Field locations.* The Company shall provide field locations for its underground electric facilities within City consistent with the requirements of M.S.A. ch. 216D. Company shall provide accurate and current mapping information for any of its Electrical Facilities in accordance with Minnesota Rules Parts 7819.4000 and 7819.4100 and other applicable state and federal laws.

3.3. *Street openings.* Company shall not open or disturb the surface of any public way or public ground for any purpose without first having obtained a permit from the City, for which the City may impose a reasonable fee. Any conditions imposed on the Company must not be more burdensome than those imposed on other utilities for similar facilities or work. Company may, however, open and disturb the surface of any public way or public ground without permission from the City where an emergency exists requiring the immediate repair of electric facilities. In such event, Company shall notify City to the office designated by the City before commencement of the emergency repair, if possible, and as soon as practicable. On the next business day after commencement of the emergency repair, Company shall obtain any required permits and pay any required fees and costs pursuant to City ordinance. In the event that there is no franchise fee imposed pursuant to section 8.1, the City retains the right to charge a permit fee.

3.4. *Restoration.* After undertaking any work requiring the opening of any public way or public ground, Company must restore the same, including paving and its foundation, in accordance with Minnesota Rules Part 7819.1100, to as good a condition as formerly existed and shall maintain any paved surface in good condition for two years thereafter. The work must be completed as promptly as weather reasonably permits. If the Company does not promptly perform and complete the work, remove all dirt, rubbish, equipment and material, and restore the public way or public ground in the said condition, the City shall have, after demand to the Company to cure and the passage of a reasonable period of time following the demand, but not to exceed five days, the right to make the restoration at the expense of Company. Company shall pay to the City the cost of such work done for or performed by the City, including its administrative expense and overhead, plus ten percent additional as liquidated damages. This remedy shall be in addition to any other remedies available to the City for noncompliance with this section 3.4.

3.5. *Shared use of poles.* The Company must make space available on its poles and towers for City fire, water utility, police or other City facilities whenever such use will not interfere with the use of such poles or towers by Company, by another electric utility, by a telephone utility, or by any cable television company or other form of communication company. In addition, City shall pay for any added cost incurred by Company because of such City use.

3.6. *Notice of improvements.* The City must give Company reasonable notice of plans for improvements to public ways or public grounds where the City has reason to believe that electric facilities may affect or be affected by the improvement. The notice must contain: (i) the nature and character of the improvements; (ii) the public ways and public grounds upon which the improvements are to be made; (iii) the extent of the improvements; (iv) the time when the City will

start the work; and (v) if more than one public way or public ground is involved, the order in which the work is to proceed. The notice must be given to Company a sufficient length of time in advance of the actual commencement of the work to permit Company to make any necessary additions, alterations or repairs to its electric facilities. The City may require the Company to install electric service connections to properties prior to such paving or resurfacing if it is apparent that electrical service will be required during the five years following the paving or resurfacing.

3.7. *Tree trimming.* The Company may trim all trees and shrubs in the public ways and public grounds of the City interfering with the proper construction, operation, repair and maintenance of any electric facilities installed hereunder; provided that Company must save City harmless from any liability arising therefrom, and subject to permit or other reasonable regulations by City. Except in the case of an emergency, Company shall provide notice to residents not less than 72-hours before any trees or shrubs upon their property are trimmed.

3.8. *Company protection of electric facilities.* The Company must take reasonable measures to prevent the electric facilities from causing damage to persons or property. The Company must take reasonable measures to protect the electric facilities from damage that could be inflicted by persons, property, or the elements. The Company must take protective measures when the City performs work near the electric facilities, if given reasonable notice by the City of such work prior to its commencement. Nothing in this ordinance relieves any person from liability arising out of the failure to exercise reasonable care to avoid damaging electric facilities while performing any activity.

Sec. 4. Relocations.

4.1. *Relocation of electric facilities in public ways.* The Company shall comply with the requirements of this agreement, Minnesota Rules Part 7819.3100 and 7819.3200, and other applicable laws relating to relocation of Electric Facilities. Except as provided in section 4.4, if the City determines to vacate a public way for a City improvement project, or at the City's cost to grade, regrade or change the alignment of any public way, or construct or reconstruct any City utility system in any public way, the City may order Company to relocate its electric facilities located therein. Company shall relocate its electric facilities at its own expense. The City must give the Company reasonable notice of plans to vacate for a City improvement project, or to grade, regrade, or change the alignment of any public way or to construct or reconstruct any City utility system. If a relocation is ordered within five years of a prior relocation of the same electric facilities, which was made at Company expense, the City shall reimburse Company for non-betterment costs on a time and material basis without markup. If any subsequent relocation is required because of the extension of a City utility system to a previously unserved area, Company may be required to make the subsequent relocation at its own expense. Nothing in this ordinance requires the Company to relocate, remove, replace or reconstruct at its own expense its electric facilities where such relocation, removal, replacement or reconstruction is solely for the convenience of the City and is not reasonably necessary for the construction or reconstruction of a public way or City utility system or other City improvement.

4.2. *Relocation of electric facilities in public ground.* Except as may be provided in section 4.4, the City may require the Company, at the Company's expense, to relocate or remove its electric facilities from public ground upon a finding by City that the electric facilities have become or will become a substantial impairment of the existing or proposed public use of the public ground.

4.3. *No waiver.* The provisions of section 4 apply only to electric facilities constructed in reliance on a franchise and the Company does not waive its rights under an easement or prescriptive right, or state or county permit.

4.4. *Projects with federal funding.* Relocation, removal, or rearrangement of any electric facilities made necessary because of the extension into or through City of a federally aided highway project shall be governed by the provisions of M.S.A. § 161.46 as supplemented or amended.

Sec. 5. Vacation of public ways.

The City must give the Company at least two weeks' prior written notice of the proposed vacation of a public way. Except where required for a City improvement project or as otherwise provided in section 4, the vacation of any public way, after the installation of electric facilities, shall not operate to deprive Company of its rights to operate and maintain such electrical facilities until the reasonable cost of relocating the same and the expenses resulting from such relocation are first paid to Company. In no case, however, shall the City be liable to the Company for failure to specifically preserve a right-of-way, under M.S.A. § 160.29.

Sec. 6. Indemnification.

6.1. *Indemnity of the City.* Company shall defend, indemnify, keep and hold the City free and harmless from any and all liability on account of injury to persons or damage to property occasioned by the construction, maintenance, repair, inspection, the issuance of permits, or the operation of the electric facilities located in the City. The City shall not be indemnified by the Company for losses or claims in which the City is determined to negligent, except for losses or claims arising out of or alleging the City's negligence as to the issuance of permits for, or inspection of, Company's plans or work. The City shall not be indemnified if the injury or damage results from the performance in a proper manner of acts reasonably deemed hazardous by Company, and such performance is nevertheless ordered or directed by the City after notice to the City of Company's determination.

6.2. *Defense of the City.* In the event a suit is brought against the City under circumstances where this agreement to indemnify applies, Company at its sole cost and expense will defend the City in such suit if written notice thereof is promptly given to Company within a reasonable period or if Company is not prejudiced by lack of such notice. If Company is required to indemnify and defend, it will thereafter have control of such litigation, but Company may not settle such litigation without the consent of the City, which consent will not be unreasonably withheld. This section is not as to third parties a waiver of any defense or immunity otherwise available to the City; and Company, in defending any action on behalf of the City is entitled to assert in any action every defense or immunity that the City could assert in its own behalf. This agreement shall not be interpreted to constitute a waiver by the City of any of its defenses of immunity or limitations on liability under M.S.A. ch. 466.

Sec. 7. Change in form of government.

Any change in the form of government of the City shall not affect the validity of this ordinance. Any governmental unit succeeding the City shall, without the consent of Company, succeed to all of the rights and obligation of the City provided in this ordinance. This ordinance and the rights and obligations conferred hereby, is binding on and inures to the benefit of the City and its successors and

on the Company and its successors and permitted assigns. This ordinance and the franchise it confers may not be assigned by the Company without the written consent of the City.

Sec. 8. Franchise fee.

8.1. *Separate ordinance.* During the term of the franchise hereby granted, and in addition to other fees being imposed or that the City has the right by statute to impose on the Company. The franchise fee shall be imposed by a separate ordinance duly adopted by the City Council, which ordinance shall not be adopted until at least 60 days after written notice enclosing such proposed ordinance has been served upon the Company by certified mail. The fee shall not become effective until at least 60 days after written notice enclosing such adopted ordinance has been served upon Company by certified mail. Section 2.5. shall constitute the sole remedy for solving disputes between Company and the City in regard to the interpretation of, or enforcement of, the separate ordinance. The payment of a franchise fee as provided by this section 8.1. does not relieve Company from paying fees to City unrelated to the installation, ownership, or operation of electric facilities, such as building permit fees.

8.2. *Calculation of fee.* The City may impose the franchise fee: (i) as a percentage of gross revenues received by the Company for its operations within the City; or (ii) as a flat fee per customer account based on metered service to retail customers within the City or on some other reasonable basis; or (iii) as a fee based on units of electricity delivered to any class of retail customers within the corporate limits of the City. The formula for a franchise fee based on units of energy delivered may incorporate both commodity and demand units. The method of imposing the franchise fee, the percent of revenue rate, the flat rate, and the per unit rate may differ for each customer class to the extent that the total annual franchise fee amount estimated by Company to be collected from any non-residential customer class shall not, as a percentage of the total revenues estimated by Company, less any sales tax and franchise fee from said non-residential customer class, exceed the percentage estimated by Company to be collected from the residential customer class. The franchise fee or tax shall be applicable to energy sales for any energy use, including those related to heating, cooling, or lighting, as well as to the supply of energy needed to run machinery and appliances on premises located within or adjacent to the City. The design of said fees shall be consistently and equally applied by the City to all utility providers operating within the City provided that, as to such a utility provider, the City has the authority to require a franchise fee or to impose a tax, in order to prohibit any unfair advantage for one company over another as a result of the imposition of said fees.

8.3. *Terms defined.* For the purpose of this section 8, the following definitions apply:

8.2.1. *Customer classification* shall refer to the classes listed on the fee ordinance and as defined or determined in Company's electric tariffs on file with the commission.

8.2.2. *Final order* refers to an order of the commission changing Company's electric service rates for one or more of the Company's customer classifications, if the order is not an interim order and the time for appeal on such order has expired or all proceedings relating to an appeal have been exhausted.

8.4. *Collection of the fee.* The franchise fee will be payable monthly, and based on any of the alternative formulas described in section 8.1 during and calculated on the basis of complete billing months of the period for which payment is to be made. The payment shall be due the last business

day of the month following the period for which the payment is made. The franchise fee may be changed by ordinance from time to time; however, each change shall meet the same notice requirements and not occur more often than annually. The fee may not exceed any amount that the Company may legally charge to its customers prior to payment to the City by imposing a surcharge in Company's applicable rate for electric service. Company may pay the City the fee based upon the surcharge billed subject to subsequent reductions to account for uncollectibles, refunds, and correction of erroneous billings. Company agrees to make its records available for inspection by the City at reasonable times provided that the City and its designated representative agree in writing not to disclose any information which would indicate the amount paid by any identifiable customer or customers or any other information regarding identified customers that is non-public law.

8.5. *Conditions on the fee.* The separate ordinance imposing the fee shall not be effective against Company unless it lawfully imposes and the City quarterly or more often collects a fee or tax of the same or greater equivalent amount on the receipts from sales of energy within the City by any other energy supplier; provided that, as to such a supplier, the City has the authority to require a franchise fee or to impose a tax. The franchise fee or tax shall be applicable to energy sales for any energy use, including those related to heating, cooling, or lighting, as well as to the supply of energy needed to run machinery and appliances on premises located within or adjacent to the City.

8.6. *Continuation of franchise fee.* If this franchise expires and City and the Company are unable to agree to terms of a new franchise, the franchise fee, if any, being imposed by the City at the time this franchise expires, will remain in effect until a new franchise is agreed upon.

Sec. 9. Limitation on applicability.

This ordinance constitutes a franchise agreement between the City and the Company. No provision of this franchise inures to the benefit of any third person, including the public at large, so as to constitute any such person as a third-party beneficiary of the agreement or of any one or more of the terms hereof, or otherwise give rise to any cause of action for any person not a party hereto.

Sec. 10. Severability.

If any portion of this franchise is found to [be] invalid for any reason whatsoever, the validity of the remainder will not be affected. Where a provision of any other City ordinance conflicts with the provisions of the ordinance, the provisions of this ordinance shall prevail.

Sec. 11. Amendment.

This ordinance may be amended at any time by the City passing a subsequent ordinance declaring the provisions of the amendment, which amendatory ordinance shall become effective upon filing of the Company's written consent thereto with the City clerk within 60 days after the effective date of the amendatory ordinance.

Sec. 12. Previous franchises superseded.

This franchise supersedes any previous electric franchise granted to the Company or its predecessors.

INTRODUCED and read in full this 15th day of June, 2026.

PASSED by the City Council of the City of Blaine the 20th day of July, 2026.



City of Blaine

Staff Report

File Number: ORD 26-2608

Agenda Date	Status
July 20, 2026	
In Control	File Type
City Council	Ordinance

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

Agenda Item # 8.4

Public Hearing and Second Reading

Ordinance Granting to Northern States Power Company, D/B/A/ Xcel Energy, a Minnesota Corporation, Its Successors and Assigns, a Nonexclusive Franchise to Construct, Operate, Repair and Maintain in the City Of Blaine, Minnesota, an Electric Distribution System and Transmission Lines, Including Necessary Poles, Lines, Fixtures and Appurtenances, for the Furnishing of Electric Energy to the City, Its Inhabitants, and Others, and to Use the Public Ways and Public Grounds of the City for Such Purposes, and Prescribing Certain Terms and Conditions Thereof

Executive Summary

A Franchise Ordinance Granting to Excel Energy, Its Successors and Assigns, Permission to Construct, Operate, Repair and Maintain in the City of Blaine, Minnesota, an Electric Distribution System and Transmission Lines, Including Necessary Poles, Lines, Fixtures and Appurtenances, for the Furnishing of Electric Energy to the City, its Inhabitants, and Others, and to Use the Public Ways

Background

The City of Blaine and Northern States Power, D/B/A/Excel Energy last entered into a Franchise Agreement in 1998, Ordinance Number 98-1699. This agreement allowed them to operate their electric distribution system within the city's right-of-ways for a period of 20 years. This Franchise Agreement has now expired, and it is the desire of both the city and Excel Energy to renew an agreement. To enact a Franchise Ordinance, the city has a process for adopting the ordinance.

- June 1st, Council opened the public hearing to allow for comments and continued the public hearing to June 15.
- On June 15, Council reconvened the public hearing and allowed for additional comments, had the 1st reading of the proposed ordinance and continued the public hearing until July 6th.

- On July 6, council re-convened the public hearing and continued it to July 20. Second reading of the proposed ordinance was tabled.
- **Tonight, the council is asked to reconvene the public hearing and allow for additional comments, have the 2nd reading and adopt the proposed ordinance.**

Strategic Plan Relationship

Board/Commission Review

Financial Impact

Public Outreach/Input

Staff Recommendation

Reconvene and then close the public hearing, hold the 2nd reading, and adopt the proposed ordinance.

Attachment List

None



City of Blaine

Signature Copy

Ordinance: ORD 26-2608

Public Hearing and Second Reading

Ordinance Granting to Northern States Power Company, D/B/A/ Xcel Energy, a Minnesota Corporation, Its Successors and Assigns, a Nonexclusive Franchise to Construct, Operate, Repair and Maintain in the City Of Blaine, Minnesota, an Electric Distribution System and Transmission Lines, Including Necessary Poles, Lines, Fixtures and Appurtenances, for the Furnishing of Electric Energy to the City, Its Inhabitants, and Others, and to Use the Public Ways and Public Grounds of the City for Such Purposes, and Prescribing Certain Terms and Conditions Thereof

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

Sec. 1. Definitions.

For purposes of this ordinance, the following capitalized terms listed in alphabetical order shall have the following meanings:

- 1.1. *City*. The City of Blaine, County of Anoka, State of Minnesota.
- 1.2. *City utility system*. Facilities used for providing public utility service owned or operated by the City or agency thereof, including sewer and water service, but excluding facilities for providing heating, lighting, or other forms of energy.
- 1.3. *Commission*. The Minnesota Public Utilities Commission, or any successor agency or agencies, including an agency of the federal government that preempts all or part of the authority to regulate electric retail rates now vested in the Minnesota Public Utilities Commission.
- 1.4. *Company*. Northern States Power Company, d/b/a Xcel Energy, a Minnesota corporation, its successors, and assignees.
- 1.5. *Electric facilities*. Electric transmission and distribution towers, poles, lines, guys, anchors, conduits, fixtures, and necessary appurtenances owned, operated or otherwise used by the Company for the purpose of providing electric energy for public use.
- 1.6. *Non-betterment costs*. Cost incurred by Company from relocation, removal, or rearrangement of electric facilities that do not result in an improvement to the electric facilities.
- 1.7. *Notice*. A writing served by any party or parties on any other party or parties. Notice to the Company shall be mailed to the General Counsel, Law Department, Northern States Power Company,

414 Nicollet Mall, Minneapolis, MN 55401. Notice to City shall be mailed to the City Manager, City of Blaine, 10801 Town Square Drive NE, Blaine, MN 55449. Either party may change its respective address for the purpose of this ordinance by written notice to the other party.

1.8. *Effective date.* The date on which the ordinance becomes effective under section 2.2.

1.9. *Public way.* Any street, alley, walkway, or other public rights-of-way within the City.

1.10. *Public ground.* Land owned or otherwise controlled by the City for parks, trails, open space or similar purpose, which is held for use in common by the public or for the public benefit.

Sec. 2. Franchise.

2.1. *Grant of franchise.* City grants Company, for a period of 20 years from the date of passage of this ordinance, the non-exclusive right to transmit and furnish electric energy for light, heat, power, and other purposes for public and private use within and through the limits of the City as its boundaries now exist or as they may be extended in the future. For these purposes, the Company may construct, operate, repair, and maintain electric facilities in, on, over, under, and across the public ways and public grounds of City subject to the provisions of this ordinance. Company may do all things reasonably necessary or customary to accomplish these purposes, subject however to such reasonable regulations as may be imposed by the City pursuant to its ordinances and the provisions of this franchise agreement, and consistent with state laws and rules.

2.2. *Effective date; written acceptance.* This franchise shall be in force and effect from and after its passage and its acceptance by the Company, and its publication as required by law. An acceptance by the Company must be filed in writing with the City clerk within 60 days after publication of this ordinance.

2.3. *Service rates and area.* The service to be provided and the rates to be charged by Company for electric service in City currently are subject to the jurisdiction of the public utilities commission. The area within the City in which the Company may provide electric service currently is subject to the provisions of the M.S.A. § 216B.40.

2.4. *Publication expense.* The expense of publication of this ordinance shall be paid by the Company.

2.5. *Dispute resolution.* If either party asserts that the other party is in default in the performance of any obligation hereunder, the complaining party must notify the other party in writing of the default and the desired remedy. Representatives of the parties must promptly meet and attempt in good faith to negotiate a resolution of the dispute. If the dispute is not resolved within 30 days of the written notice, the parties may jointly select a mediator to facilitate further discussion. The parties will share equally the fees and expenses of the mediator. If a mediator is not used or if the parties are unable to resolve the dispute within 30 days after first meeting with the selected mediator, either party may commence an action in district court to interpret and enforce this franchise or for such other relief as may be permitted by law or equity.

Sec. 3. Location, other regulations.

3.1. *Location of facilities.* Electric facilities shall be located, constructed, installed, and maintained so as not to interfere with the safety and convenience of ordinary travel along and over public ways or of public grounds and so as not disrupt normal operation of any City utility system previously

installed therein. Electric facilities shall be located on public grounds only as determined by City. Company's construction, reconstruction, operation, repair, maintenance, and location of electric facilities shall be subject to other reasonable regulations of the City and consistent with the authority granted the City to manage its public ways and public grounds under state law. Under this franchise agreement the City does not relinquish its police power regulatory authority and Company does not relinquish its eminent domain authority. Company may abandon underground electric facilities in place provided that it has first received written approval from the City to do so and that at City's request Company removes abandoned electric facilities, including metal conduit or concrete enclosed conduit interfering with a City improvement project or other franchised utility or other franchised utility or as otherwise required by Minnesota Rules Part 7819.3300.

3.2. *Field locations.* The Company shall provide field locations for its underground electric facilities within City consistent with the requirements of M.S.A. ch. 216D. Company shall provide accurate and current mapping information for any of its Electrical Facilities in accordance with Minnesota Rules Parts 7819.4000 and 7819.4100 and other applicable state and federal laws.

3.3. *Street openings.* Company shall not open or disturb the surface of any public way or public ground for any purpose without first having obtained a permit from the City, for which the City may impose a reasonable fee. Any conditions imposed on the Company must not be more burdensome than those imposed on other utilities for similar facilities or work. Company may, however, open and disturb the surface of any public way or public ground without permission from the City where an emergency exists requiring the immediate repair of electric facilities. In such event, Company shall notify City to the office designated by the City before commencement of the emergency repair, if possible, and as soon as practicable. On the next business day after commencement of the emergency repair, Company shall obtain any required permits and pay any required fees and costs pursuant to City ordinance. In the event that there is no franchise fee imposed pursuant to section 8.1, the City retains the right to charge a permit fee.

3.4. *Restoration.* After undertaking any work requiring the opening of any public way or public ground, Company must restore the same, including paving and its foundation, in accordance with Minnesota Rules Part 7819.1100, to as good a condition as formerly existed and shall maintain any paved surface in good condition for two years thereafter. The work must be completed as promptly as weather reasonably permits. If the Company does not promptly perform and complete the work, remove all dirt, rubbish, equipment and material, and put the public way or public ground in the said condition, the City shall have, after demand to the Company to cure and the passage of a reasonable period of time following the demand, but not to exceed five days, the right to make the restoration at the expense of Company. Company shall pay to the City the cost of such work done for or performed by the City, including its administrative expense and overhead, plus ten percent additional as liquidated damages. This remedy shall be in addition to any other remedy available to the City for noncompliance with this section 3.4.

3.5. *Shared use of poles.* The Company must make space available on its poles and towers for City fire, water utility, police or other City facilities whenever such use will not interfere with the use of such poles or towers by Company, by another electric utility, by a telephone utility, or by any cable television company or other form of communication company. In addition, City shall pay for any added cost incurred by Company because of such City use.

3.6. *Notice of improvements.* The City must give Company reasonable notice of plans for improvements to public ways or public grounds where the City has reason to believe that electric facilities may affect or be affected by the improvement. The notice must contain: (i) the nature and character of the improvements; (ii) the public ways and public grounds upon which the improvements are to be made; (iii) the extent of the improvements; (iv) the time when the City will start the work; and (v) if more than one public way or public ground is involved, the order in which the work is to proceed. The notice must be given to Company a sufficient length of time in advance of the actual commencement of the work to permit Company to make any necessary additions, alterations or repairs to its electric facilities. The City may require the Company to install electric service connections to properties prior to such paving or resurfacing if it is apparent that electrical service will be required during the five years following the paving or resurfacing.

3.7. *Tree trimming.* The Company may trim all trees and shrubs in the public ways and public grounds of the City interfering with the proper construction, operation, repair and maintenance of any electric facilities installed hereunder; provided that Company must save City harmless from any liability arising therefrom, and subject to permit or other reasonable regulations by City. Except in the case of an emergency, Company shall provide notice to residents not less than 72-hours before any trees or shrubs upon their property are trimmed.

3.8. *Company protection of electric facilities.* The Company must take reasonable measures to prevent the electric facilities from causing damage to persons or property. The Company must take reasonable measures to protect the electric facilities from damage that could be inflicted by persons, property, or the elements. The Company must take protective measures when the City performs work near the electric facilities, if given reasonable notice by the City of such work prior to its commencement. Nothing in this ordinance relieves any person from liability arising out of the failure to exercise reasonable care to avoid damaging electric facilities while performing any activity.

Sec. 4. Relocations.

4.1. *Relocation of electric facilities in public ways.* The Company shall comply with the requirements of this agreement, Minnesota Rules Part 7819.3100 and 7819.3200, and other applicable laws relating to relocation of Electric Facilities. Except as provided in section 4.4, if the City determines to vacate a public way for a City improvement project, or at the City's cost to grade, regrade or change the alignment of any public way, or construct or reconstruct any City utility system in any public way, the City may order Company to relocate its electric facilities located therein. Company shall relocate its electric facilities at its own expense. The City must give the Company reasonable notice of plans to vacate for a City improvement project, or to grade, regrade, or change the alignment of any public way or to construct or reconstruct any City utility system. If a relocation is ordered within five years of a prior relocation of the same electric facilities, which was made at Company expense, the City shall reimburse Company for non-betterment costs on a time and material basis without markup. If any subsequent relocation is required because of the extension of a City utility system to a previously unserved area, Company may be required to make the subsequent relocation at its own expense. Nothing in this ordinance requires the Company to relocate, remove, replace or reconstruct at its own expense its electric facilities where such relocation, removal, replacement or reconstruction is solely for the convenience of the City and is not reasonably necessary for the construction or reconstruction of a public way or City utility system or other City improvement.

4.2. *Relocation of electric facilities in public ground.* Except as may be provided in section 4.4, the City may require the Company, at the Company's expense, to relocate or remove its electric facilities from public ground upon a finding by City that the electric facilities have become or will become a substantial impairment of the existing or proposed public use of the public ground.

4.3. *No waiver.* The provisions of section 4 apply only to electric facilities constructed in reliance on a franchise and the Company does not waive its rights under an easement or prescriptive right, or state or county permit.

4.4. *Projects with federal funding.* Relocation, removal, or rearrangement of any electric facilities made necessary because of the extension into or through City of a federally aided highway project shall be governed by the provisions of M.S.A. § 161.46 as supplemented or amended.

Sec. 5. Vacation of public ways.

The City must give the Company at least two weeks' prior written notice of the proposed vacation of a public way. Except where required for a City improvement project or as otherwise provided in section 4, the vacation of any public way, after the installation of electric facilities, shall not operate to deprive Company of its rights to operate and maintain such electrical facilities until the reasonable cost of relocating the same and the expenses resulting from such relocation are first paid to Company. In no case, however, shall the City be liable to the Company for failure to specifically preserve a right-of-way, under M.S.A. § 160.29.

Sec. 6. Indemnification.

6.1. *Indemnity of the City.* Company shall defend, indemnify, keep and hold the City free and harmless from any and all liability on account of injury to persons or damage to property occasioned by the construction, maintenance, repair, inspection, the issuance of permits, or the operation of the electric facilities located in the City. The City shall not be indemnified for losses or claims in which the City is determined to be negligent, except for losses or claims arising out of or alleging the City's negligence as to the issuance of permits for, or inspection of, Company's plans or work. The City shall not be indemnified if the injury or damage results from the performance in a proper manner of acts reasonably deemed hazardous by Company, and such performance is nevertheless ordered or directed by the City after notice to the City of Company's determination.

6.2. *Defense of the City.* In the event a suit is brought against the City under circumstances where this agreement to indemnify applies, Company at its sole cost and expense will defend the City in such suit if written notice thereof is promptly given to Company within a reasonable period or if Company is not prejudiced by lack of such notice. If Company is required to indemnify and defend, it will thereafter have control of such litigation, but Company may not settle such litigation without the consent of the City, which consent will not be unreasonably withheld. This section is not as to third parties a waiver of any defense or immunity otherwise available to the City; and Company, in defending any action on behalf of the City is entitled to assert in any action every defense or immunity that the City could assert in its own behalf. This agreement shall not be interpreted to constitute a waiver by the City of any of its defenses of immunity or limitations on liability under M.S.A. ch. 466.

Sec. 7. Change in form of government.

Any change in the form of government of the City shall not affect the validity of this ordinance. Any governmental unit succeeding the City shall, without the consent of Company, succeed to all of the rights and obligation of the City provided in this ordinance. This ordinance and the rights and obligations conferred hereby, is binding on and inures to the benefit of the City and its successors and on the Company and its successors and permitted assigns. This ordinance and the franchise it confers may not be assigned by the Company without the written consent of the City.

Sec. 8. Franchise fee.

8.1. *Separate ordinance.* During the term of the franchise hereby granted, and in addition to other fees being imposed or that the City has the right by statute to impose a franchise fee on the Company. The franchise fee shall be imposed by a separate ordinance duly adopted by the City Council, which ordinance shall not be adopted until at least 60 days after written notice enclosing such proposed ordinance has been served upon the Company by certified mail. The fee shall not become effective until at least 60 days after written notice enclosing such adopted ordinance has been served upon Company by certified mail. Section 2.5. shall constitute the sole remedy for solving disputes between Company and the City in regard to the interpretation of, or enforcement of, the separate ordinance. The payment of a franchise fee as provided by this section 8.1. does not relieve Company from paying fees to City unrelated to the installation, ownership, or operation of electric facilities, such as building permit fees.

8.2. *Calculation of fee.* The City may impose the franchise fee: (i) as a percentage of gross revenues received by the Company for its operations within the City; or (ii) as a flat fee per customer account based on metered service to retail customers within the City or on some other reasonable basis; or (iii) as a fee based on units of electricity delivered to any class of retail customers within the corporate limits of the City. The formula for a franchise fee based on units of energy delivered may incorporate both commodity and demand units. The method of imposing the franchise fee, the percent of revenue rate, the flat rate, and the per unit rate may differ for each customer class to the extent that the total annual franchise fee amount estimated by Company to be collected from any non-residential customer class shall not, as a percentage of the total revenues estimated by Company, less any sales tax and franchise fee from said non-residential customer class, exceed the percentage estimated by Company to be collected from the residential customer class. The franchise fee or tax shall be applicable to energy sales for any energy use, including those related to heating, cooling, or lighting, as well as to the supply of energy needed to run machinery and appliances on premises located within or adjacent to the City. The design of said fees shall be consistently and equally applied by the City to all utility providers operating within the City provided that, as to such a utility provider, the City has the authority to require a franchise fee or to impose a tax, in order to prohibit any unfair advantage for one company over another as a result of the imposition of said fees.

8.3. *Terms defined.* For the purpose of this section 8, the following definitions apply:

8.2.1. *Customer classification* shall refer to the classes listed on the fee ordinance and as defined or determined in Company's electric tariffs on file with the commission.

8.2.2. *Final order* refers to an order of the commission changing Company's electric service rates for one or more of the Company's customer classifications, if the order is not an interim order

and the time for appeal on such order has expired or all proceedings relating to an appeal have been exhausted.

8.4. *Collection of the fee.* The franchise fee shall be payable monthly, and based on any of the alternative formulas described in section 8.1 during and calculated on the basis of complete billing months of the period for which payment is to be made. The payment shall be due the last business day of the month following the period for which the payment is made. The franchise fee may be changed by ordinance from time to time; however, each change shall meet the same notice requirements and not occur more often than annually. The fee may not exceed any amount that the Company may legally charge to its customers prior to payment to the City by imposing a surcharge in Company's applicable rate for electric service. Company may pay the City the fee based upon the surcharge billed subject to subsequent reductions to account for uncollectibles, refunds, and correction of erroneous billings. Company agrees to make its records available for inspection by the City at reasonable times provided that the City and its designated representative agree in writing not to disclose any information which would indicate the amount paid by any identifiable customer or customers or any other information regarding identified customers that is non-public law.

8.5. *Conditions on the fee.* The separate ordinance imposing the fee shall not be effective against Company unless it lawfully imposes and the City quarterly or more often collects a fee or tax of the same or greater equivalent amount on the sales of energy within the City by any other energy supplier; provided that, as to such a supplier, the City has the authority to require a franchise fee or to impose a tax. The franchise fee or tax shall be applicable to energy sales for any energy use, including those related to heating, cooling, or lighting, as well as to the supply of energy needed to run machinery and appliances on premises located within or adjacent to the City.

8.6. *Continuation of franchise fee.* If this franchise expires and City and the Company are unable to agree to terms of a new franchise, the franchise fee, if any, being imposed by the City at the time this franchise expires, will remain in effect until a new franchise is agreed upon.

Sec. 9. Limitation on applicability.

This ordinance constitutes a franchise agreement between the City and the Company. No provision of this franchise shall in any way inure to the benefit of any third person, including the public at large, so as to constitute any such person as a third-party beneficiary of the agreements or of any one or more of the terms hereof, or otherwise give rise to any cause of action by any person not a party hereto.

Sec. 10. Severability.

Every section, provision, or part of this ordinance is declared separate from every other section, provision, or part; and if any section, provision, or part shall be held invalid, it shall not affect any other section, provision, or part. Where a provision of any other City ordinance conflicts with the provisions of the ordinance, the provisions of this ordinance shall prevail.

Sec. 11. Amendment.

This ordinance may be amended at any time by the City passing a subsequent ordinance declaring the provisions of the amendment, which amendatory ordinance shall become effective upon filing of the Company's written consent thereto with the City clerk within 60 days after the effective date of the amendatory ordinance.

Sec. 12. Previous franchises superseded.

This franchise supersedes any previous electric franchise granted to the Company or its predecessors.

INTRODUCED and read in full this 15th day of June, 2026.

PASSED by the City Council of the City of Blaine the 20th day of July, 2026.



City of Blaine

Staff Report

File Number: ORD 26-2609

Agenda Date	Status
July 20, 2026	
In Control	File Type
City Council	Ordinance

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

Agenda Item # 8.5

Public Hearing and Second Reading

Ordinance Granting to Northern States Power Company, D/B/A/ Xcel Energy, a Minnesota Corporation, Its Successors and Assigns, a Nonexclusive Franchise to Construct, Operate, Repair, and Maintain Facilities and Equipment for the Transportation, Distribution, Manufacture, and Sale of Gas Energy for Public and Private Use and to Use Public Ways and Public Grounds of the City for Such Purposes; and Prescribing Certain Terms and Conditions Thereof

Executive Summary

A Franchise Ordinance Granting to Northern Sates Power, D/B/A/ Excel Energy, a Minnesota Cooperative Association, Its Successors and Assigns, Permission to Construct, Operate, Repair and Maintain in the City of Blaine, Minnesota, a Gas Energy Distribution System and Transmission Lines, Including Necessary Lines, Fixtures and Appurtenances, for the Furnishing of Gas Energy to the City, its Inhabitants, and Others, and to Use the Public Ways

Background

The City of Blaine and Northern States Power, D/B/A/ Excel Energy last entered into a Franchise Agreement in 1998, Ordinance Number 98-1710. This agreement allowed them to operate their gas distribution system within the city's right-of-ways for a period of 20 years. This Franchise Agreement has now expired, and it is the desire of both the city and Excel Energy to renew an agreement. To enact a Franchise Ordinance, the city has a process for adopting the ordinance.

- June 1st, Council opened the public hearing to allow for comments and continued the public hearing to June 15.
- On June 15, Council reconvened the public hearing and allowed for additional comments, had the 1st reading of the proposed ordinance and continued the public hearing until July 6th.

- On July 6, council re-convened the public hearing and continued it to July 20. Second reading of the proposed ordinance was tabled.
- **Tonight, the council is asked to reconvene the public hearing and allow for additional comments, have the 2nd reading and adopt the proposed ordinance.**

Strategic Plan Relationship

Board/Commission Review

Financial Impact

Public Outreach/Input

Staff Recommendation

Reconvene and then close the public hearing, hold the 2nd reading, and adopt the proposed ordinance.

Attachment List

None



City of Blaine

Signature Copy

Ordinance: ORD 26-2609

Public Hearing and Second Reading

Ordinance Granting to Northern States Power Company, D/B/A/ Xcel Energy, a Minnesota Corporation, Its Successors and Assigns, a Nonexclusive Franchise to Construct, Operate, Repair, and Maintain Facilities and Equipment for the Transportation, Distribution, Manufacture, and Sale of Gas Energy for Public and Private Use and to Use Public Ways and Public Grounds of the City for Such Purposes; and Prescribing Certain Terms and Conditions Thereof

THE CITY OF BLAINE DOES ORDAIN:

Sec. 1. Definitions.

For purposes of this ordinance, the following capitalized terms listed in alphabetical order shall have the following meanings:

- 1.1. *City*. The City of Blaine, County of Anoka, State of Minnesota.
- 1.2. *City utility system*. Facilities used for providing public utility service owned or operated by the City or agency thereof, including sewer and water service, but excluding facilities for providing heating, lighting, or other forms of energy.
- 1.3. *Commission*. The Minnesota Public Utilities Commission, or any successor agency or agencies, including an agency of the federal government that preempts all or part of the authority to regulate gas retail rates now vested in the Minnesota Public Utilities Commission.
- 1.4. *Company*. Northern States Power Company, d/b/a Xcel Energy, a Minnesota corporation, its successors, and assignees.
- 1.5. *Gas facilities*. Gas transmission and distribution pipes, mains, regulators and necessary appurtenances owned, operated or otherwise used by the Company for the purpose of providing natural gas, manufactured gas or other form of gaseous energy for public, private, or wholesale use.
- 1.6. *Non-betterment costs*. Cost incurred by Company from relocation, removal, or rearrangement of gas facilities that do not result in an improvement to the gas facilities.
- 1.7. *Notice*. A writing served by any party or parties on any other party or parties. Notice to the Company shall be mailed to President, NSP Gas, 825 Rice Street, St. Paul, Minnesota 55117. Notice to City shall be mailed to the City Manager, City of Blaine, 10801 Town Square Drive NE, Blaine, MN

55449. Either party may change its respective address for the purpose of this ordinance by written notice to the other party.

1.8. *Effective date.* The date on which the ordinance becomes effective under section 2.2.

1.9. *Public way.* Any street, alley, walkway, or other public right-of-way within the City.

1.10. *Public ground.* Land owned or otherwise controlled by the City for parks, trails, open space or similar purpose, which is held for use in common by the public or for the public benefit.

Sec. 2. Franchise.

2.1. *Grant of franchise.* City grants Company, for a period of 20 years from the date of passage of this ordinance, the non-exclusive right to transmit and furnish gas energy for light, heat, power, and other purposes for public and private use within and through the limits of the City as its boundaries now exist or as they may be extended in the future. For these purposes, the Company may construct, operate, repair, and maintain gas facilities in, on, over, under, and across the public ways and public grounds of City subject to the provisions of this ordinance. Company may do all things reasonably necessary or customary to accomplish these purposes, subject however to such reasonable regulations as may be imposed by the City pursuant to ordinance and the provisions of this franchise agreement, and consistent with state and federal laws and rules.

2.2. *Effective date; written acceptance.* This franchise shall be in force and effect from and after its passage and its acceptance by the Company, and its publication as required by law. An acceptance by the Company must be filed in writing with the City clerk within 60 days after publication of this ordinance.

2.3. *Service rates and area.* The service to be provided and the rates to be charged by Company for gas service in City are subject to the jurisdiction of the Commission.

2.4. *Publication expense.* The expense of publication of this ordinance shall be paid by the Company.

2.5. *Dispute resolution.* If either party asserts that the other party is in default in the performance of any obligation hereunder, the complaining party must notify the other party in writing of the default and the desired remedy. Representatives of the parties must promptly meet and attempt in good faith to negotiate a resolution of the dispute. If the dispute is not resolved within 30 days of the written notice, the parties may jointly select a mediator to facilitate further discussion. The parties will share equally the fees and expenses of the mediator. If a mediator is not used or if the parties are unable to resolve the dispute within 30 days after first meeting with the selected mediator, either party may commence an action in district court to interpret and enforce this franchise or for such other relief as may be permitted by law or equity.

Sec. 3. Location, other regulations.

3.1. *Location of facilities.* Gas facilities shall be located, constructed, installed, and maintained so as not to interfere with the safety and convenience of ordinary travel along and over public ways or of public grounds and so as not disrupt normal operation of any City utility system previously installed therein. Gas facilities shall be located on public grounds only as determined by City . Company's construction, reconstruction, operation, repair, maintenance, and location of gas facilities shall be subject to other reasonable regulations of the City and consistent with the authority granted the City

to manage its public ways and public grounds under state law. Under this franchise agreement the City does not relinquish its police power regulatory authority and Company does not relinquish its eminent domain authority. Company may abandon underground gas facilities in place provided that it has first received written approval from the City and that at City's request Company removes abandoned gas facilities and metal pipe, conduit, or concrete enclosed conduit if such are uncovered as part of the city improvement project or interfere with another franchised utility or as otherwise required by Minnesota Rules Part 7819.3300.

3.2. *Field locations.* The Company shall provide field locations for its underground gas facilities within City consistent with the requirements of M.S.A. ch. 216D. Company shall provide accurate and current mapping information for any of its Gas Facilities in accordance with Minnesota Rules Parts 7819.4000 and 7819.4100 and other applicable state and federal laws.

3.3. *Street openings.* Company shall not open or disturb the surface of any public way or public ground for any purpose without first having obtained a permit from the City, for which the City may impose a reasonable fee. Any conditions imposed on the Company must not be more burdensome than those imposed on other utilities for similar facilities or work. Company may, however, open and disturb the surface of any public way or public ground without permission from the City where an emergency exists requiring the immediate repair of gas facilities. In such event, Company shall notify City to the office designated by the City before commencement of the emergency repair, if possible, and as soon as practicable. On the next business day after commencement of the emergency repair, Company shall obtain any required permits and pay any required fees and costs pursuant to City ordinance. In the event that there is no franchise fee imposed pursuant to section 8.1, the City retains the right to charge a permit fee.

3.4. *Restoration.* After undertaking any work requiring the opening of a public way or public ground, Company shall restore the same, including paving and its foundation, in accordance with Minnesota Rules Part 7819.1100 and City requirements, to as good a condition as formerly existed and shall maintain any paved surface in good condition for two years thereafter. The work shall be completed as promptly as weather reasonably permits. If the Company does not promptly perform and complete the work, remove all dirt, rubbish, equipment and material, and put the public way or public ground in the said condition, the City shall have, after demand to the Company to cure and the passage of a reasonable period of time following the demand, but not to exceed five days, the right to make the restoration at the expense of Company. Company shall pay to the City the cost of such work done for or performed by the City, including its administrative expense and overhead, plus ten percent additional as liquidated damages. This remedy shall be in addition to any other remedies available to the City for noncompliance with this section 3.4.

3.5. *Protection of gas facilities.* The Company must take reasonable measures to prevent the gas facilities from causing damage to persons or property. The Company must take reasonable measures to protect the gas facilities from damage that could be inflicted by persons, property, or the elements. The Company must take protective measures when the City performs work near the gas facilities, if given reasonable notice by the City of such work prior to its commencement. Nothing in this ordinance relieves any person from liability arising out of the failure to exercise reasonable care to avoid damaging gas facilities while performing any activity.

3.6. *Notice of improvements.* The City must give Company reasonable notice of plans for improvements to public ways or public grounds where the City has reason to believe that gas

facilities may affect or be affected by the improvement. The notice must contain: (i) the nature and character of the improvements; (ii) the public ways and public grounds upon which the improvements are to be made; (iii) the extent of the improvements; (iv) the time when the City will start the work; and (v) if more than one public way or public ground is involved, the order in which the work is to proceed. The notice must be given to Company a sufficient length of time in advance of the actual commencement of the work to permit Company to make any necessary additions, alterations or repairs to its gas facilities. The City may require the Company to install gas service connections to properties prior to such paving or resurfacing if it is apparent that gas service will be required during the five years following the paving or resurfacing.

3.7. *Major facilities.* Before Company constructs any new structure or converts any existing structure for the manufacture or storage of gas, Company shall first obtain the approval of the structure and the location thereof with the City.

Sec. 4. Relocation.

4.1. *Relocation of gas facilities in public ways.* The Company shall comply with the requirements of this franchise ordinance, Minnesota Rules Part 7819.3100 and 7819.3200, and other applicable laws and rules relating to relocation of Gas Facilities. Except as provided in section 4.4, if the City determines to vacate a public way for a City improvement project, or at the City's cost to grade, re-grade or change the alignment of any public way, or construct or reconstruct any City utility system in any public way, the City may order Company to relocate its gas facilities located therein. Company shall relocate its gas facilities at its own expense. The City must give the Company reasonable notice of plans to vacate for a City improvement project, or to grade, re-grade, or change the alignment of any public way or to construct or reconstruct any City utility system. If a relocation is ordered within five years of a prior relocation of the same gas facilities, which was made at Company expense, the City shall reimburse Company for non-betterment costs on a time and material basis without markup. If any subsequent relocation is required because of the extension of a City utility system to a previously unserved area, Company may be required to make the subsequent relocation at its own expense. Nothing in this ordinance requires the Company to relocate, remove, replace or reconstruct at its own expense its gas facilities where such relocation, removal, replacement or reconstruction is solely for the convenience of the City and is not reasonably necessary for the construction or reconstruction of a public way or City utility system or other City improvement.

4.2. *Relocation of gas facilities in public ground.* Except as may be provided in section 4.4, the City may require the Company, at the Company's expense, to relocate or remove its gas facilities from public ground upon a finding by City that the gas facilities have become or will become a substantial impairment of the existing or proposed public use of the public ground.

4.3. *No waiver.* The provisions of section 4 apply only to gas facilities constructed in reliance on a franchise and the Company does not waive its rights under an easement or prescriptive right, or state or county permit.

4.4. *Projects with federal funding.* Relocation, removal, or rearrangement of any gas facilities made necessary because of the extension into or through City of a federally aided highway project shall be governed by the provisions of M.S.A. § 161.46 as supplemented or amended.

Sec. 5. Vacation of public ways.

The City shall give the Company at least two weeks' prior written notice of the proposed vacation of a public way. Except where required for a City improvement project or as otherwise provided in section 4, the vacation of any public way, after the installation of gas facilities, shall not operate to deprive Company of its rights to operate and maintain such gas facilities until the reasonable cost of relocating the same and the expenses resulting from such relocation are first paid to Company. In no case, however, shall the City be liable to the Company for failure to specifically preserve a right-of-way, under M.S.A. § 160.29.

Sec. 6. Indemnification.

6.1. *Indemnity of the City.* Company shall defend, indemnify, keep and hold the City free and harmless from any and all liability on account of injury to persons or damage to property occasioned by the construction, maintenance, repair, inspection, the issuance of permits, or the operation of the gas facilities located in the City. The City shall not be indemnified for losses or claims in which the City is determined to be negligent, except for losses or claims arising out of or alleging the City's negligence as to the issuance of permits for, or inspection of, Company's plans or work. The City shall not be indemnified if the injury or damage results from the performance in a proper manner of acts reasonably deemed hazardous by Company, and such performance is nevertheless ordered or directed by the City after notice to the City of Company's determination.

6.2. *Defense of the City.* In the event a suit is brought against the City under circumstances where this agreement to indemnify applies, Company at its sole cost and expense will defend the City in such suit if written notice thereof is promptly given to Company within a reasonable period or if Company is not prejudiced by lack of such notice. If Company is required to indemnify and defend, it will thereafter have control of such litigation, but Company may not settle such litigation without the consent of the City, which consent will not be unreasonably withheld. This section is not as to third parties a waiver of any defense or immunity otherwise available to the City; and Company, in defending any action on behalf of the City is entitled to assert in any action every defense or immunity that the City could assert in its own behalf. This agreement shall not be interpreted to constitute a waiver by the City of any of its defenses of immunity or limitations on liability under M.S.A. ch. 466.

Sec. 7. Change in form of government.

Any change in the form of government of the City shall not affect the validity of this ordinance. Any governmental unit succeeding the City shall, without the consent of Company, succeed to all of the rights and obligation of the City provided in this ordinance. This ordinance and the rights and obligations conferred hereby, is binding on and inures to the benefit of the City and its successors and on the Company and its successors and permitted assigns. This ordinance and the franchise it confers may not be assigned by the Company without the written consent of the City.

Sec. 8. Franchise fee.

8.1. *Separate ordinance.* During the term of the franchise hereby granted, and in addition to other fees being imposed or that the City has the right by statute to impose on the Company. The franchise fee shall be imposed by a separate ordinance duly adopted by the City Council, which ordinance shall not be adopted until at least 60 days after written notice enclosing such proposed ordinance has been served upon the Company by certified mail. The fee shall not become effective until at least 60 days after written notice enclosing such adopted ordinance has been served upon

Company by certified mail. Section 2.5. shall constitute the sole remedy for solving disputes between Company and the City in regard to the interpretation of, or enforcement of, the separate ordinance. The payment of a franchise fee as provided by this section 8.1. does not relieve Company from paying fees to City unrelated to the installation, ownership, or operation of gas facilities, such as building permit fees.

8.2. *Calculation of fee.* The City may impose the franchise fee: (i) as a percentage of gross revenues received by the Company for its operations within the City; or (ii) as a flat fee per customer account based on metered service to retail customers within the City or on some other reasonable basis; or (iii) as a fee based on units of gas delivered to any class of retail customers within the corporate limits of the City. The formula for a franchise fee based on units of gas delivered may incorporate both commodity and demand units. The method of imposing the franchise fee, the percent of revenue rate, the flat rate, and the per unit rate may differ for each customer class to the extent that the total annual franchise fee amount estimated by Company to be collected from any non-residential customer class shall not, as a percentage of the total revenues estimated by Company, less any sales tax and franchise fee from said non-residential customer class, exceed the percentage estimated by Company to be collected from the residential customer class. The franchise fee or tax shall be applicable to energy sales for any energy use, including those related to heating, cooling, or lighting, as well as to the supply of energy needed to run machinery and appliances on premises located within or adjacent to the City. The design of said fees shall be consistently and equally applied by the City to all utility providers operating within the City provided that, as to such a utility provider, the City has the authority to require a franchise fee or to impose a tax, in order to prohibit any unfair advantage for one company over another as a result of the imposition of said fees.

8.3. *Collection of the fee.* The franchise fee shall be payable monthly, and based on any of the alternative formulas described in section 8.1 during and calculated on the basis of complete billing months of the period for which payment is to be made. The payment shall be due the last business day of the month following the period for which the payment is made. The franchise fee may be changed by ordinance from time to time; however, each change shall meet the same notice requirements and not occur more often than annually. The fee may not exceed any amount that the Company may legally charge to its customers prior to payment to the City by imposing a surcharge in Company's applicable rate for gas service. Company may pay the City the fee based upon the surcharge billed subject to subsequent reductions to account for uncollectibles, refunds, and correction of erroneous billings. Company agrees to make its records available for inspection by the City at reasonable times provided that the City and its designated representative agree in writing not to disclose any information which would indicate the amount paid by any identifiable customer or customers or any other information regarding identified customers that is non-public law.

8.4. *Conditions on the fee.* The separate ordinance imposing the fee shall not be effective against Company unless it lawfully imposes and the City quarterly or more often collects a fee or tax of the same or greater equivalent amount on the sales of energy within the City by any other energy supplier; provided that, as to such a supplier, the City has the authority to require a franchise fee or to impose a tax. The franchise fee or tax shall be applicable to energy sales for any energy use, including those related to heating, cooling, or lighting, as well as to the supply of energy needed to run machinery and appliances on premises located within or adjacent to the City.

8.5. *Continuation of franchise fee.* If this franchise expires and City and the Company are unable to agree to terms of a new franchise, the franchise fee, if any, being imposed by the City at the time this franchise expires, will remain in effect until a new franchise is agreed upon.

Sec. 9. Limitation on applicability.

This ordinance constitutes a franchise agreement between the City and the Company. No provision of this franchise shall in any way inure to the benefit of any third person, including the public at large, so as to constitute any such person as a third-party beneficiary of the agreements or of any one or more of the terms hereof, or otherwise give rise to any cause of action by any person not a party hereto.

Sec. 10. Severability.

Every section, provision, or part of this ordinance is declared separate from every other section, provision, or part; and if any section, provision, or part shall be held invalid, it shall not affect any other section, provision, or part. Where a provision of any other City ordinance conflicts with the provisions of the ordinance, the provisions of this ordinance shall prevail.

Sec. 11. Amendment.

This ordinance may be amended at any time by the City passing a subsequent ordinance declaring the provisions of the amendment, which amendatory ordinance shall become effective upon filing of the Company's written consent thereto with the City clerk within 60 days after the effective date of the amendatory ordinance.

Sec. 12. Previous franchises superseded.

This franchise supersedes any previous gas franchise granted to the Company or its predecessors.

INTRODUCED and read in full this 15th day of June, 2026.

PASSED by the City Council of the City of Blaine the 20th day of July, 2026.



City of Blaine Staff Report

File Number: RES 26-143

Agenda Date	Status
July 20, 2026	
In Control	File Type
City Council	Resolution

Administration - Sheila Sellman, Community Development Director

Agenda Item # 10.1

Resolution Approving a Contract for the 2050 Comprehensive Plan Consultant Services

Executive Summary

Staff recommends selecting Bolton and Menk as the consultant for technical assistance and engagement services related to the 2050 Comprehensive Plan Update with a total cost of \$105,100.

Background

The City is required under state statute to update the Comprehensive Plan every ten years, with a complete plan submitted to the Metropolitan Council by December 31, 2028.

Staff received direction at the May City Council Retreat regarding scope of work for consultant services and released a Request for Proposals (RFP) on May 15, 2026. The scope of work is limited to engagement and facilitation services and limited technical assistance, with staff completing the majority of the work for the plan, which based on the contract amounts for comparable cities, is expected to save the City of Blaine at least \$200,000.

Four firms submitted proposals which were reviewed and scored by staff. Three firms were interviewed.

The RFP included several components bid separately to allow for aspects to be included or excluded from the scope for cost control. Additionally, several firms included optional engagement components.

Firm	Base	Natural Resources Scope	Additional Targeted Engagement
Bolton and Menk	\$84,000	\$11,000	\$1,800

SRF	\$119,818	Included in base	Not provided
WSB	\$123,770 (additional cost if traffic modeling is required)	\$9,000	\$2,924
Zan Associates	\$108,081	\$34,807	Not provided

Following review of the submitted proposals, staff interviewed Bolton and Menk, SRF, and WSB. While the consultant teams interviewed had varied skill sets and were stronger and weaker in different categories, staff determined that all three were similarly qualified to complete the project. With a base cost of \$84,000, and all-in cost of \$105,100 (including the natural resources scope, 2 additional focus groups, the input ID online engagement platform, and public-facing story map), Bolton and Menk is the lowest cost proposal.

Staff recommends the City Council approve an expenditure of up to \$105,100 with Bolton and Menk over three years. The initial scope of work for the project will be the base scope with the Community Development Director authorized to add other components to the scope to best meet the needs of the City as the plan drafting process progresses. This also allows staff to separately solicit quotes for updates to the Open Space Management Plan from natural resource specific firms, and determine if it would be more advantageous to the City to include that component in the scope of work with Bolton and Menk, or separately contract.

Strategic Plan Relationship

The scope of work was developed to advance the goal of an inclusive, engaged, and involved community (collaboration and engagement priority) and ensure adequate staff to meet core services and demands (Organizational Health Priority).

Board/Commission Review

Not applicable.

Financial Impact

The 2026 budget includes \$30,000 for professional services related to the Comprehensive Plan. Sufficient funds for future years will be included in the 2027 and 2028 budgets. A small amount of cost is expected to be incurred in 2029 for assistance responding to post submittal comments from Metropolitan Council.

Public Outreach/Input

The services included in the contract for consultant services include public meetings, pop-up events, and targeted outreach.

Staff Recommendation

Staff recommends approval of the resolution to authorize the expenditure and enter into a contract with Bolton and Menk.

Attachment List

1. Bolton and Menk RFP Response



City of Blaine

Signature Copy

Resolution: RES 26-143

Resolution Approving a Contract for the 2050 Comprehensive Plan Consultant Services

WHEREAS, Minnesota statute requires the City to update its comprehensive plan every ten years; and

WHEREAS, the City released a Request for Proposals for technical assistance and engagement services for the comprehensive plan; and

WHEREAS, Bolton and Menk is qualified to complete the proposed work; and

WHEREAS, the proposal submitted by Bolton and Menk best meets the needs of the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Blaine hereby authorizes an expenditure of up to \$105,100 over 2026-2028, and authorizes the Mayor and City Manager to execute a contract with Bolton and Menk for comprehensive plan services.

PASSED by the City Council of the City of Blaine this 20th day of July, 2026.



PROPOSAL FOR

2050 COMPREHENSIVE PLAN UPDATE

**Technical Assistance and
Engagement Services**



**BOLTON
& MENK**

Real People. Real Solutions.

Contact:

Robin Caufman

320-402-0854

Robin.Caufman@bolton-menk.com

3507 High Point Drive North

Bldg. 1 – Suite E130

Oakdale, MN 55128

651-704-9970 | Bolton-Menk.com





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June 24, 2026

Elizabeth Showalter
Community Development
Specialist
City of Blaine, MN
10801 Town Square Drive NE
Blaine, MN 55449

RE: Proposal for 2050
Comprehensive Plan Technical
Assistance and Engagement
Services

BOLTON & MENK IS AN EQUAL
OPPORTUNITY EMPLOYER.

Dear Elizabeth,

Bolton & Menk understands the City of Blaine is seeking targeted technical assistance and engagement services to support its 2050 Comprehensive Plan update. The City needs a consultant who can work collaboratively with staff, lead meaningful public engagement, facilitate challenging conversations, and provide technical support where it adds the most value. Our role is to complement City staff while allowing them to retain ownership of the plan's content and direction.

Public Engagement and Community Conversation – Blaine's comprehensive plan update presents an opportunity to engage a large and diverse community in thoughtful conversations about the City's future. We specialize in engagement that is designed to be accessible, understandable, and productive. Our approach focuses on meeting people where they are—at community events, focus groups, and open houses—and creating clear opportunities to hear different perspectives. We emphasize plain language, visual tools, and clear summaries so that community input can be readily understood and directly used by City staff as they develop plan policies and strategies.

Facilitation of Difficult and Controversial Topics – We understand that topics such as housing, growth, density, redevelopment, and land use changes can generate strong and differing opinions. Bolton & Menk brings extensive experience facilitating discussions around these issues in a way that is balanced, respectful, and constructive. As an impartial facilitator, our role is to help frame issues clearly, guide productive dialogue, and support decision makers as they navigate tradeoffs. This includes facilitating focused City Council workshops on high impact topics and supporting engagement activities where complex issues need to be discussed openly and thoughtfully.

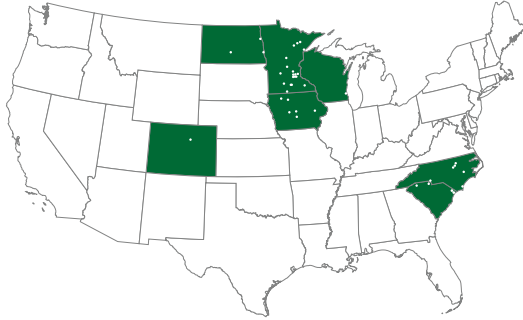
Cost-Conscious and Scalable Support – The City has been clear that this is a staff-led effort with a need for targeted consultant support. We approach this project with a lean mindset—providing services on an à la carte basis that can be scaled up or down as needs and budgets evolve over the planning horizon. This flexible approach allows the City to maintain control over costs while still having access to experienced technical assistance and facilitation when and where it is most beneficial.

We appreciate the opportunity to support the City of Blaine during this important planning effort. I will serve as your lead client contact and project manager. Please contact me at 320-402-0854 or Robin.Caufman@bolton-menk.com if you have any questions regarding our proposal.

Respectfully submitted,
Bolton & Menk, Inc.

Robin Caufman
Project Manager

FIRM OVERVIEW



We believe all people should live in safe, sustainable, and beautiful communities and we take pride in our ability to make that happen.

Our commitment to communities began in 1949, serving the needs of municipal clients. As we continue to grow in both numbers and experience, our dedication to building trust and ensuring a true partnership with our clients remains the same. Our goal is to help

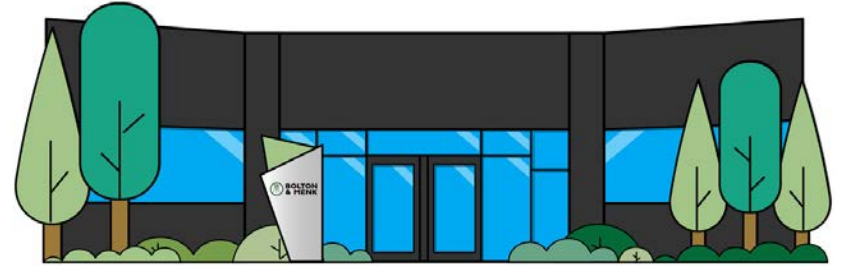
communities make progress by listening to what people want, finding the best solutions for their needs, and treating them right. Simply put, we're people helping people. Today, Bolton & Menk, Inc. has more than 1,000 multi-regional employees including a professional staff of more than 400 engineers, planners, landscape architects, and surveyors.

Our dedication to our clients shines through in the work we provide. We are committed to cultivating and delivering exceptional community plans and solutions. From engaging communities to providing technical advice to finding funding; we take pride in our work because we live here too. We believe in the power of face-to-face meetings, friendly but frank conversations, and collaborative decision-making to keep your projects on schedule, within budget, and focused on real, workable solutions.

Our 482 Twin Cities-based staff offer a full spectrum of comprehensive plan-related experience in planning for land use, multimodal transportation, parks and public realm, sustainability and the environment, water and wastewater systems, and implementation strategies.

Our community planning group has led more than 70 comprehensive plans over the past decade, including many in the Twin Cities. Our team also implements these plans daily through our development review and code update services.

We take a personal interest in the work being done around us and do our part to build a better quality of life for all. At the end of the day, we're **Real People** offering **Real Solutions**.



SERVICES PROVIDED:

- Planning & Urban Design
- Project Communication
- Creative Studio Services
- Transportation Planning & Engineering
- Civil/Municipal Planning & Engineering
- Water & Wastewater Engineering
- Structural Services
- Aviation Services
- Water Resources Engineering
- Environmental Planning & Permitting
- Construction Administration & Inspection
- Land Surveying
- Geographic Information Systems
- Project Funding Support

TEAM

The Bolton & Menk team serves as an extension of City staff, maintaining close coordination between the City and project team. The proposed team provides the optimum combination of accessibility, community knowledge, and specialized expertise. Our project manager, Robin Caufman, will be supported by key individuals and support staff. Bolton & Menk can draw upon more than 1,000 team members throughout our firm, as needed, to meet your needs. Project team member bios are included below. Full résumés are available upon request.





ROBIN CAUFMAN

Project Manager

Robin will oversee all aspects of community planning projects, facilitating coordination between stakeholders and ensuring effective communication and collaboration

throughout the process. Robin is a community planning project manager whose focus is in the areas of community engagement, comprehensive planning, and land use analysis. Since beginning her career in 1994, she has filled multiple roles on regional infrastructure plans and projects, including transportation corridors, wastewater plans, environmental studies, and streetscape designs. Prior to joining the firm, Robin spent 21 years between Metropolitan Council and Metro Transit where she was responsible for working with local governments and communities on comprehensive planning, regional infrastructure planning, and engineering and construction of large transit projects. Robin teaches comprehensive planning courses at the University of Minnesota – Humphrey School of Public Policy. Robin uses her expertise in listening to project partners and community stakeholders and communicating technical information to ensure that there is clear understanding by all parties of project needs, purpose, benefits, and impacts.

EXPERIENCE:

- Comprehensive Plan and Zoning Code Update, City of Rockville, MN
- Comprehensive Plan Update, Crow Wing County, MN
- Comprehensive Land Use Plan and Zoning Code Update, Becker County, MN
- Comprehensive Plan Update, City of Lanesboro, MN
- Comprehensive Plan and Zoning Code, City of St. Augusta, MN
- Comprehensive Plan Update, City of Ely, IA
- Professor of PA 5211 Urban Land Use Planning (3 credit, 2007, 2008, 2026) at the University of Minnesota
- Professor of PA 5290 How to Write a Comprehensive Plan (1 credit in 2026) at the University of Minnesota



MOJRA HAUENSTEIN, AICP, LEED AP ND, NCARB

Planning Lead

As planning lead, Mojra will guide the planning process from vision through implementation, help align technical analysis, community priorities, and

project goals into a clear and practical path forward. Mojra is a community planning senior planner at Bolton & Menk whose expertise spans the areas of neighborhood development and architecture, and conservation and sustainability, as well as economic revitalizations. She began her career in 1998 and is experienced in green and carbon-zero design, comprehensive planning, and economic development with an emphasis on sustainability and resilience practices. She is passionate about methane and carbon sequestration as well as how food, water, and energy decisions impact our environment and ultimately our health. She thrives on providing sustainable and customized solutions to communities in need.

EXPERIENCE:

- Opportunity Site Master Plan, City of Brooklyn Center, MN
- Parks and Recreation Comprehensive Master Plan, City of New Ulm, MN
- Comprehensive Land Use Plan, City of Albert Lea, MN
- Comprehensive Plan Update, Crow Wing County, MN
- Comprehensive Land Use Plan, Le Sueur County, MN
- Comprehensive Plan and Zoning Update, Boone County, IA
- Downtown Master Plan, City of West Fargo, ND
- West 94 Area Transportation Plan, Fargo-Moorhead Metro COG
- Master Plan Update, Washoe County, NV
- Regional Master Plan Update, Truckee Meadows Regional Plan, Washoe County, NV
- Citizen Advisory Engagement Programs, and Digital HUBs, Washoe County, NV
- Downtown Revitalization - Public Art on Main Street, City of Fernley, NV



BETH ENGUM, PE

Transportation Support

Beth will provide technical leadership for corridor and roadway improvement projects, guiding transportation planning and design decisions while coordinating agency requirements,

stakeholder input, and project goals to support safe, practical, and context-sensitive outcomes. Beth is a transportation senior project manager at Bolton & Menk whose professional career began in 1999. Her expertise lies in arterial and interchange reconstruction, public and stakeholder agency engagement, and managing multiagency, multidisciplinary projects. Her passion for the field stems from seeing the positive impact public infrastructure improvement projects have on a community and its residents. Having worked for DOTs, counties, and cities, Beth has a unique understanding of public agencies, their needs and processes, and how to serve them.

EXPERIENCE:

- TH 169/County Road 4 Rural Intersection Safety Improvements, Sherburne County, City of Zimmerman, MN
- I-35/CSAH 9 Interchange Study, Rice County, City of Faribault, MN
- TH 120/Century Avenue Reconstruction and Turnback, Washington County, MN
- CSAH 12 Improvements, Washington County, Cities of Mahtomedi and Grant, MN
- TH 61 Visioning and Jurisdictional Transfer Study, Washington County, MN
- Highway 47 Pre-Design Study, MnDOT Metro, City St. Francis, MN
- Reconstruction of I-35W Interchanges, Cities of Arden Hills, New Brighton, Mounds View, and Shoreview, MN
- I-35W/County Road H Interchange, Cities of Arden Hills and Mounds View, MN
- I-35W/County Road I Interchange, Cities of Arden Hills and Shoreview, MN
- CSAH 12 Phase 2 Design, Washington County, MN
- Lake Links Trail/South Shore Boulevard Trail Design Study, City of White Bear Lake and White Bear Township, MN



MIKE WARNER, PE **Municipal/Utility Technical Support**

In addition to serving as our Client Service Manager for the City of Blaine, Mike will provide engineering support for municipal infrastructure improvements while helping advance

utility and street projects through planning, design, cost estimating, and coordination to support practical, well-executed project delivery. Mike began his engineering profession in 2001. He is experienced in project management, project design, and construction inspection. He currently manages many different responsibilities, both as a project engineer and project manager for municipal clients. As a municipal project engineer, Mike prepares cost estimates, feasibility reports, construction plans and specifications, and performs contract administration for a variety of municipal projects. He is proficient with AutoCAD Civil 3D software and in many cases acts as the lead design engineer and technical expert. As a project manager and client service manager, Mike serves as the primary client contact, manages internal staff and facilitates collaboration, and manages client budgets and schedules.

EXPERIENCE:

- 99th Avenue & 101st Avenue Rehabilitation, City of Blaine, MN
- 2024 Southwest Area Street Reconstruction, City of Blaine, MN
- 2025 Southwest Area Street Reconstruction, City of Blaine, MN
- Lift Station 13 Force Main PH2, City of Blaine, MN
- 2026 Quincy Street Reconstruction, City of Blaine, MN
- Lever Street NE Improvements, City of Blaine, MN
- Cloverleaf Parkway Reconstruction, City of Blaine, MN
- 2016 Area I Street & Utility Improvements, City of Mounds View, MN
- CSAH 10 Trail Segments 6 and 11, City of Mounds View, MN
- Silver View Park Trail Rehabilitation, City of Mounds View, MN
- 39th Street N Sanitary Sewer and Street Improvements, City of Lake Elmo, MN
- Section 34 Street & Utility Improvements, City of Lake Elmo, MN
- Franconia Bridge (L0164) Replacement, Franconia Township, MN
- Green Haven Parkway Phase I, City of Anoka, MN
- Donald Avenue Reconstruction, City of Eagan, MN
- Surrey Heights Drive Street and Utilities Rehabilitation, City of Eagan, MN



DAVE MALM **GIS Specialist**

Dave will serve as our GIS specialist by supporting the project team with spatial analysis, mapping, and data management that will help translate technical information into clear,

useful tools for planning and decision-making. Dave is a GIS project manager who began his GIS career in 2015. He provides GIS services to internal and external clients and assists in creating and maintaining databases, map development, and asset management. He also creates, develops, and maintains various web mapping applications and handles project set-up, data collection, and data processing for high-accuracy GPS collection projects. Dave loves being able to provide a high-quality solution. Whether it's a great looking map, clear and concise data, or just an answer to a question, he loves taking the time to do it right. Dave has extensive experience working with Esri GIS software and is experienced with AutoCAD Civil 3D, Microstation, and other design software. Dave enjoys using GIS to enhance workflows and find creative solutions to problems every day.

EXPERIENCE:

- Storage Facility & Site Master Plan, Shakopee Mdewakanton Sioux Community, MN
- Sand/Site Development Planning, City of Rochester, MN
- Comprehensive Land Use, Le Sueur County, MN
- Park System Plan, City of Arden Hills, MN
- MS4iD Implementation, City of Little Canada, MN
- MS4iD Implementation, City of Fergus Falls, MN
- MS4iD Implementation, City of Windsor Heights, IA
- MS4iD Implementation, City of Marshalltown, IA
- Stormwater Infrastructure Data, Minnehaha Creek Watershed District
- Watershed-Wide Model Input, Minnehaha Creek Watershed District



BRANDON BOHKS, CMWP **Parks Management Plan/Resources Management**

Brandon will lead parks management plan and natural resources management efforts, guiding inventory, analysis, and actionable strategies

that support sustainable, well maintained park systems.

Brandon is a project manager who began his career with Bolton & Menk in 2016. Brandon has completed countless delineations for various projects that have included delineating all aquatic resources, including watercourse delineations and incidental wetlands. Brandon also acts as a Local Government Unit for 10 municipalities throughout the metropolitan area, where he administers the Wetland Conservation Act and answers wetland-related questions for the cities and their residents. Brandon has additional experience completing permits related to aquatic resources, completing vegetation surveys, hydrology monitoring, and wetland bank design.

EXPERIENCE:

- City Park Design Services, City of Carver, MN
- 2024 Lurton Park Improvements, City of Orono, MN
- Hidden Valley Park Pond, City of Northfield, MN
- Rush Creek Hollow, City of Maple Grove, MN
- Elm Creek Park Reserve, Three Rivers Park District
- Riverbank and Parks Improvement, City of Shakopee, MN
- Wabasha Riverfront Revitalization, City of Wabasha, MN
- East Cannon River Trail Connect, City of Northfield, MN
- Lone Lake Mountain Bike Trail, City of Minnetonka, MN
- Survey/Wetland/Tree Inventory, City of Minnetonka, MN

PROJECT UNDERSTANDING

PLANNING APPROACH

The City of Blaine is undertaking a staff-led 2050 Comprehensive Plan Update and is seeking consultant support to provide targeted technical assistance and lead a strategic engagement program. The consultant's role is to complement City staff by strengthening analysis, facilitating informed decision-making, and delivering meaningful community input that directly informs plan content.

We understand that the City will prepare all plan text and maps, with the consultant providing specialized support in land use analysis, scenario testing, and community engagement. The plan must align with Metropolitan Council requirements, including density expectations and system planning consistency, while addressing Blaine's unique context as a fast-growing suburban community with greenfield growth, redevelopment opportunities, and diverse housing needs.

Engagement is expected to reach a broad cross-section of the community—including residents, businesses, youth, seniors, and manufactured housing communities—and to include a mix of open houses, pop-up events, targeted discussions, and surveys, all supported by clear documentation and summaries.

GROWING AND CHANGING COMMUNITY

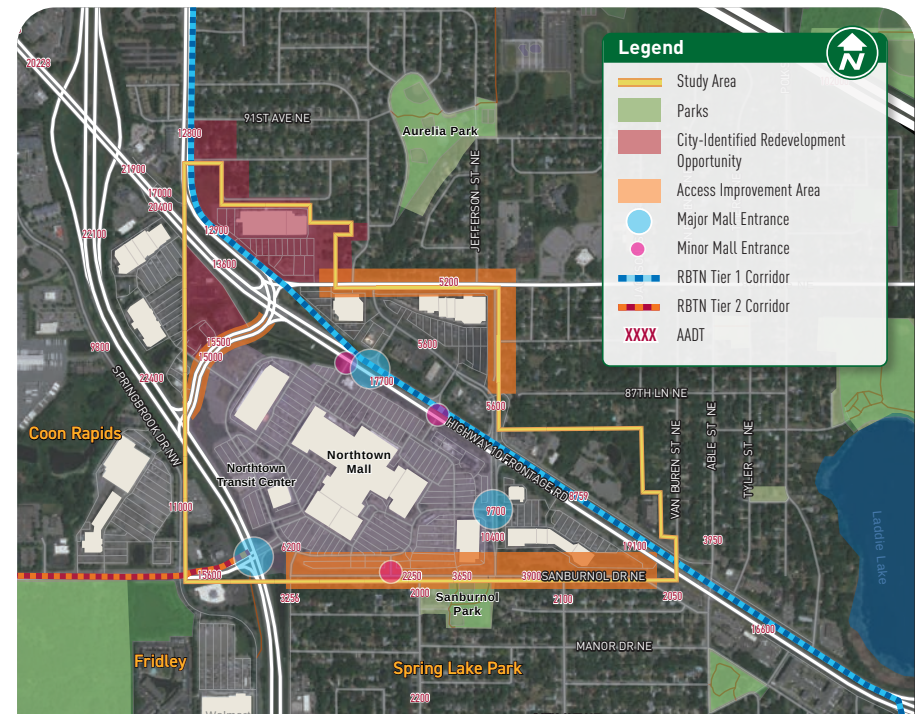
Blaine is a growing and changing community since the plan was last updated in the mid to late 2010s.

- The City's population has grown by nearly 13,000 people since the last comp plan update
- The demographics have changed with an increase in racial and ethnic diversity
- Blaine has remained a community dominated by young families
- Jobs have increased slightly but many Blaine residents commute to other cities for work

PLANNING CHALLENGES

The City is facing a broad range of planning related challenges ranging from growth, housing, traffic and transportation improvements, economic development, and redevelopment. These are all issues that the community wants to address, but people have different ideas on the solutions.

- What is the right mix of housing types such as single family homes, townhomes, apartments, senior housing, accessory dwelling units (ADU), etc.
- Scale and density of residential developments
- Economic or redevelopment approach of key destinations such as Northtown Mall and the National Sports Center expansion and improvements
- Road construction and transit service



Blaine Northtown Mall Redevelopment Plan Map

PROJECT APPROACH

Our approach combines data analysis and community input into one clear process that helps staff lead the plan while making sure decisions are fair, practical, and implementable.

INTEGRATED STAFF SUPPORT

We will work as an extension of City staff, aligning technical assistance and engagement activities with key decision points. This ensures that community input is gathered at the right moments and directly informs land use scenarios, housing strategies, and policy direction.

ITERATIVE AND DATA-DRIVEN PLANNING

We will use an iterative process to develop and test land use scenarios, evaluate compliance with Metropolitan Council requirements, and refine recommendations. Each iteration will include clear explanation of the changes and documentation.

EFFECTIVE ENGAGEMENT

We will develop and implement an intentional engagement plan that combines in-person and online strategies. This approach ensures participation from a wide range of residents and stakeholders, including those less likely to attend formal meetings. We will attend pop-ups at Oktober Fest and Sizzlin' Summer to seek input from the community that might not otherwise attend a public meeting.

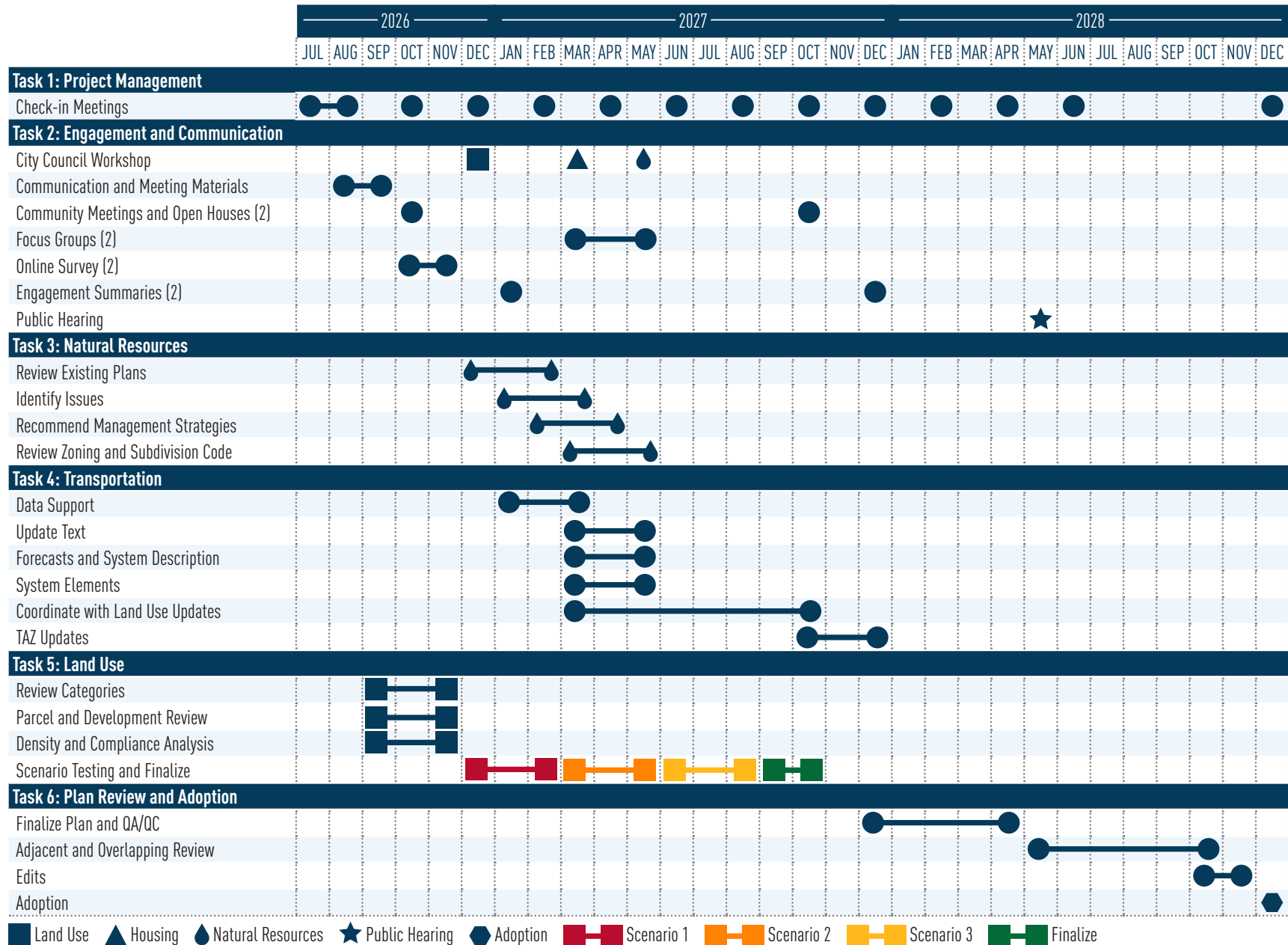


CLEAR AND EASY-TO-USE DELIVERABLES

All technical assistance and engagement efforts will result in concise, well-organized deliverables that clearly communicate findings, document decisions, and support plan development and review. Public facing documents will be accessible.



TIMELINE



SCOPE OF WORK

This scope of work is designed to support the City of Blaine's staff-led 2050 Comprehensive Plan by providing targeted technical assistance and leading a strategic engagement program. Tasks are structured to align with City expectations, Metropolitan Council requirements, and the need for clear, actionable deliverables.

TASK 1: PROJECT MANAGEMENT

The City will be leading the update process. Robin Cauffman, our project manager, will work closely with City staff to maintain schedule, coordinate deliverables, and ensure efficient communication throughout the project.

KEY ACTIVITIES INCLUDE:

- Regular coordination with City staff and technical support staff
- Develop and maintain project schedule
- Coordination of engagement logistics and staff roles
- Ongoing communication and responsiveness to City needs

Deliverables:

- Project schedule
- Meeting agendas and summaries
- Coordination emails and materials



TASK 2: ENGAGEMENT

We will lead a comprehensive engagement program designed to reach a broad cross-section of the Blaine community and provide meaningful, well-documented input.

CORE ENGAGEMENT DELIVERABLES COMMUNICATION AND MEETING MATERIALS

We will prepare clear, accessible, and visually engaging materials for all engagement activities, including exhibits, boards, handouts, and interactive tools. Materials will incorporate City-provided maps and translate technical concepts (e.g., land use scenarios and density requirements) into community-friendly formats.

CITY COUNCIL FACILITATION (THREE IN-PERSON MEETINGS)

We will facilitate three Council work sessions (60 minutes each) focused on high-impact or potentially controversial topics such as level of growth, redevelopment, and housing. Facilitation will include developing the agenda and using innovative strategies that promote constructive discussion and clear direction from the Council. The discussion and outcomes will be clearly documented.

COMMUNITY MEETINGS/OPEN HOUSES (TWO TOTAL)

We will lead two 2-hour open house events with interactive stations and facilitated discussions. These meetings will present plan content, test alternatives, and collect input from a broad audience. Our team will staff the meetings with City staff support and provide multiple ways for participants to engage.

POP-UP ENGAGEMENT EVENTS (TWO TOTAL)

We will conduct two half-day tabling events at Oktober Fest on October 3, 2026 and Sizzlin' Summer on June 5, 2027. These pop-ups are designed to reach residents who may not attend formal meetings and to expand participation.

TARGETED FOCUS GROUPS (TWO TOTAL)

We will facilitate two 60–90 minute targeted focus group sessions with key stakeholder groups (e.g., business community, youth, seniors, or manufactured home residents). These sessions will provide deeper insight into priority topics and underrepresented perspectives. The specific audience will be identified in partnership with the City based on initial engagement to identify critical issues or opportunities.

ONLINE SURVEYS (TWO TOTAL)

We will design, administer, and analyze two online surveys. The first survey will be to identify issues and opportunities. The second survey will seek feedback on draft chapters or sections of the plan. We will coordinate with City communication staff to promote the surveys and let people know how they can participate.

ENGAGEMENT SUMMARIES (TWO TOTAL)

We will prepare two comprehensive engagement summary memos that synthesize input across activities, identify key themes, and clearly outline implications for plan development and decision-making. Summaries will be shared with the public to let them know what we heard and how that information will be used in the planning process.

Deliverables:

- Communication/meeting materials
- City Council facilitation (three in-person meetings)
- Community meetings/open houses (two)
- Pop-ups (two)
- Targeted focus groups (two)
- Engagement summaries (two)
- Individual event summaries
- Engagement summary memos (two)

COMMUNITY SURVEY FINDINGS

Survey Respondents at a Glance

311 
Total Responses

81.8%
of respondents are residents in Dickinson County

98.5%
of respondents live in Iowa, 1.5% live elsewhere

Survey Respondents Age Demographics

21% 35–44 yrs

18.6% 45–54 yrs

16.3% 64 yrs

27% 65+ yrs

Community Support for a Potential Bond Referendum

54.3%
of survey participants would support a bond referendum

26.6%
of survey participants are maybe interested in bond referendums

3.9%
of survey participants are not interested in bond referendums

How Often Are Users Visiting?

40.6% A few times a year

23.7% Monthly

19% Weekly

4.1% Daily

What Users Love About Dickinson County Conservation Facilities:

“Well maintained trails and parks”

“Educational programming for schools and public”

“Knowledgeable, passionate staff”

“Preservation of natural areas and wildlife habitat”

“Variety of outdoor spaces and activities”

“Bike trail system”

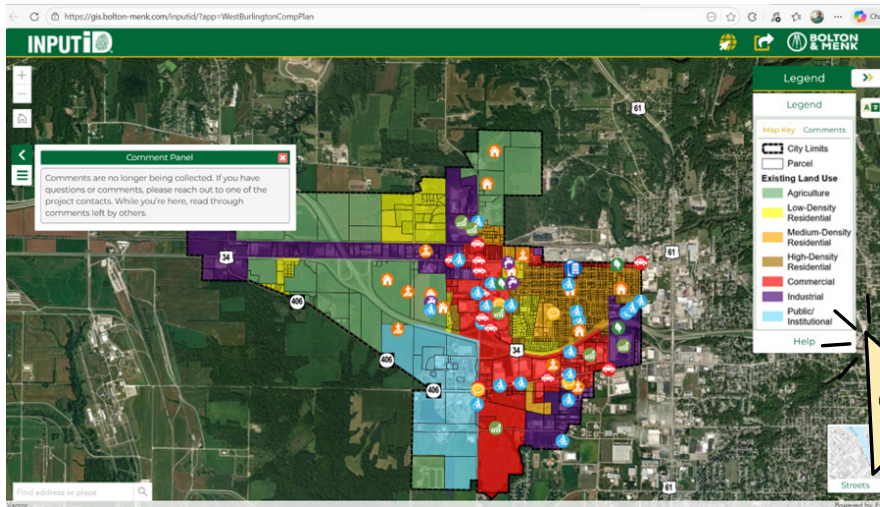
Example of Community Survey Findings to support effective engagement strategies

ADDITIONAL ENGAGEMENT OPTIONS (ADD-ONS)

To provide flexibility beyond the base scope and for more extensive or targeted engagement into 2027 and 2028, we offer the following optional services as shown in the fee schedule:

INPUTID (DIGITAL ENGAGEMENT PLATFORM)

An interactive, map-based online engagement tool allows the public to drop a pin on a map and provide a comment. Other people can provide comments as well as indicate support or disagreement with a thumbs up or thumbs down. This tool expands reach and has Google Translate built in so people can participate completely in their language of choice.



STORYMAP WEBSITE (CREATION AND THREE UPDATES)

Development of a project StoryMap website will allow the City to communicate the planning process, share engagement opportunities, and present draft and final plan content. Includes initial setup and three updates aligned with major milestones.

In addition to the additional engagement options, we can increase the number of surveys, pop-ups, focus groups, or community meetings as needed or allowed within the City's budget. Costs for adding these are included in the cost section.

TASK 3: TECHNICAL ASSISTANCE OPEN SPACE

Bolton & Menk brings extensive experience completing management plans and conducting detailed tree inventories and assessments, which positions our team to effectively address and evaluate existing conditions and prioritize actionable management strategies across Blaine's park and open space systems. Building on this expertise, we will review the City's existing Open Space Management Plan and available tree survey data to identify opportunities to enhance protection and restoration of natural resources, while also recommending practical, implementable improvements tailored to each site's ecological goals. We'll ensure that recommendations are aligned with City goals, regulatory considerations, and long-term stewardship outcomes.

KEY ACTIVITIES INCLUDE:

- Review of the City's Open Space Management Plan and available tree survey data
- Identification of opportunities to enhance protection of high-quality terrestrial resources
- Conduct a site visit to the parks to support desktop review and refine recommendations
- Development of prioritized, implementable management strategies for key sites:
 - Laddie Lake Park
 - Lochness Park
 - Legacy Creek Open Space
 - Kane Meadows Park and Open Space
- Review of applicable subdivision and zoning code language to identify opportunities to strengthen natural resource protection

All analysis and recommendations will be prepared to align with Metropolitan Council policy and plan review expectations.

Deliverables:

- Technical memo summarizing findings and recommendations
- Site-specific improvement strategies
- Code review summary with recommended updates

TASK 4: TRANSPORTATION

We will coordinate with City staff and Metropolitan Council datasets to review and refine Transportation Analysis Zone (TAZ) boundaries to reflect updated land use scenarios. This will include evaluating whether existing TAZ geography aligns with proposed development patterns, making adjustments where needed, and reallocating household and employment data consistent with revised land use assumptions. Updated TAZ inputs will support travel demand forecasting and ensure consistency between land use, transportation analysis, and Metropolitan Council requirements.

KEY ACTIVITIES INCLUDE:

- Preparation of data to support transportation maps (maps produced by City staff)
- Development of required text and supporting analysis for minimum requirements:
- Forecasts and system description (minimum requirement is two)
- Transportation system elements (minimum requirement is four to eight)
- Coordination with land use assumptions to ensure consistency
- Assist with refinement of TAZ boundaries based on updated land use scenarios

All analysis and recommendations will be prepared to align with Metropolitan Council policy and plan review expectations.

Deliverables:

- Data files for transportation mapping
- Draft text and supporting analysis for required plan elements
- Updated TAZ Maps



TASK 5: LAND USE

We will provide structured, iterative technical assistance to support staff-led development of the Future Land Use Map. The following task assumes there will be no changes to the MUSA; if needed, additional services may be scoped separately.

We will review the Land Use Plan and conduct three rounds or scenarios of updates. Each scenario will be evaluated for implications on transportation systems, infrastructure demand, fiscal considerations, and consistency with Metropolitan Council requirements. This will support clear decision-making by City staff and Council in selecting a preferred land use direction.

LAND USE CATEGORY REVIEW

- Evaluate and refine land use categories to simplify and provide flexibility
- Recommend adjustments to align with development trends and redevelopment opportunities

PARCEL AND DEVELOPMENT REVIEW

- Assist in reviewing developed parcels to ensure accurate classification
- Support evaluation of undeveloped and redevelopment areas for appropriate future land use designations
- Review of applicable subdivision and zoning code language for opportunities to improve protection of high quality terrestrial resources identified by staff

DENSITY AND COMPLIANCE ANALYSIS

- Perform calculations to evaluate compliance with Metropolitan Council density requirements and LGAH (Legal and General Affordable Homes) expectations
- Identify gaps and recommend adjustments to achieve compliance

SCENARIO TESTING AND ITERATION

- Facilitate one initial brainstorming session with staff
- Conduct three rounds of iterative land use scenario review
- Provide clear documentation, analysis, and recommendations for each round

Deliverables:

- Land use analysis memoranda
- Density and compliance calculations
- Scenario review summaries (three rounds)
- TAZ adjustment recommendations
- Met Council response support documentation

TASK 6: PLAN REVIEW AND ADOPTION SUPPORT

We will provide targeted support to assist the City in navigating the Metropolitan Council review process as well as City adoption.

KEY ACTIVITIES INCLUDE:

- Review Metropolitan Council comments on the submitted Comprehensive Plan, with a focus on land use, density compliance, and required system elements
- Coordinate with City staff to identify required revisions and response strategies
- Update technical analyses, including land use density calculations and supporting documentation, as needed to address comments
- Provide clear, organized response materials that document how comments have been addressed
- Support final refinements to technical content to ensure consistency across plan elements
- Assist in responding to Metropolitan Council comments following plan submission
- Provide updated analysis and documentation as needed

While City staff will lead the plan adoption process, our team will provide technical support to ensure that revisions are accurate, defensible, and aligned with Metropolitan Council expectations.

Deliverables:

- Summary of Metropolitan Council comments and recommended responses
- Updated technical analysis and calculations
- Supporting documents for plan revisions



RECENT WORK

Our depth of expertise in comprehensive plans allows us to bring a unique perspective to land use planning. We excel in working with communities to define their vision, goals, and aspirations and can translate this into an actionable implementation plan. A strong plan shapes land use and transportation patterns, develops ways to conserve natural resources, and identifies needs for infrastructure, housing, utilities, parks, and other community facilities. These assessments help the community make well-informed decisions on both public and private infrastructure/facility investments for years to come.

US HIGHWAY 2 AND US HIGHWAY 169 CORRIDOR STUDY GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY

The Grand Rapids Economic Development Authority (EDA) and MnDOT are conducting a corridor study of US 2 and US 169 through Grand Rapids. The study evaluates existing conditions (traffic volumes, operations, and safety) and future conditions that account for growth and anticipated development in Grand Rapids. Bolton & Menk is partnering with the Grand Rapids EDA and MnDOT to perform robust public engagement, providing a variety of ways for residents, businesses, and other stakeholders to share their input, including online surveys, in-person walking tours, and public meetings. The study is set to be completed in Summer 2025 and will result in a plan that documents the existing conditions, identifies issues and opportunities, and makes recommendations for redeveloping and investing in the corridor.



Alternate 1: Hotel



Alternate 2: Commercial Frontage

Former Car Dealership Block

- 1-story commercial oriented to 10th Avenue, with 5'-10' setbacks
- 2-story apartments or town homes, with 10'-20' setbacks
- Centrally-located parking

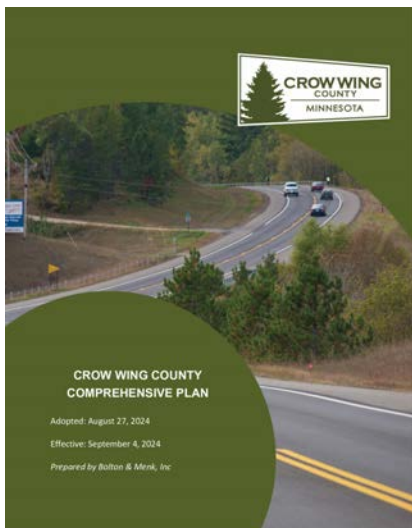
A hotel and/or commercial uses front the Highway with 10'-15' setbacks and a facade oriented to the NE corner of the 10th Avenue / Highway 2 intersection



The study areas can be broken into three distinct areas, based on current development pattern and land uses:

- West Character Area
- Downtown Character Area
- East Corridor Character Area

COMPREHENSIVE PLAN UPDATE CROW WING COUNTY, MN



Due to steady growth and economic challenges in the area, Crow Wing County was looking to update their comprehensive plan to reflect more contemporary practices and address current trends for decision-making. Bolton & Menk partnered with the county to address stakeholder concerns and ensure that the updated plan reflects Crow Wing County's

vision to protect natural resources, diversified housing options, and economic development calibrated to the desired degree of growth. Our approach included recommendations for changes to county ordinances and funding resources. Robust, old school and high-tech public engagement efforts were used to gather input from community members and gain insight into their visions and goals for the county. The updated comprehensive plan provides Crow Wing County with clear direction for making land use and growth decisions, subdivision regulations and related development practices, and improving quality of life for all residents.

2040 COMPREHENSIVE PLAN UPDATE CITY OF HOPKINS, MN



Hopkins is a fully developed City in the southwest Twin Cities metro experiencing growth and change with redevelopment, rapidly rising property values, an increasingly diverse population, and major planned transit improvements. The City is aware of these factors and developed a Cultivate Hopkins approach to build upon the City as a unique and valued place.

Bolton & Menk led the City of Hopkins' 2040 Comprehensive Plan update. In addition to addressing all the elements required by the Metropolitan Council, this plan includes a strong thematic approach to sustainability in the built, natural, economic, and social environments. The plan incorporates station area planning for the three Southwest Light Rail Transit stations located in Hopkins, including redevelopment scenarios for the station areas. The plan includes strategies for the development and preservation of the City's traditional downtown. Bolton & Menk also assisted with community engagement, including an online interactive comment mapping application and a community-wide survey. The result is a user-friendly web interface organized around the plan's primary themes.

REFERENCES

ROB MATTEI

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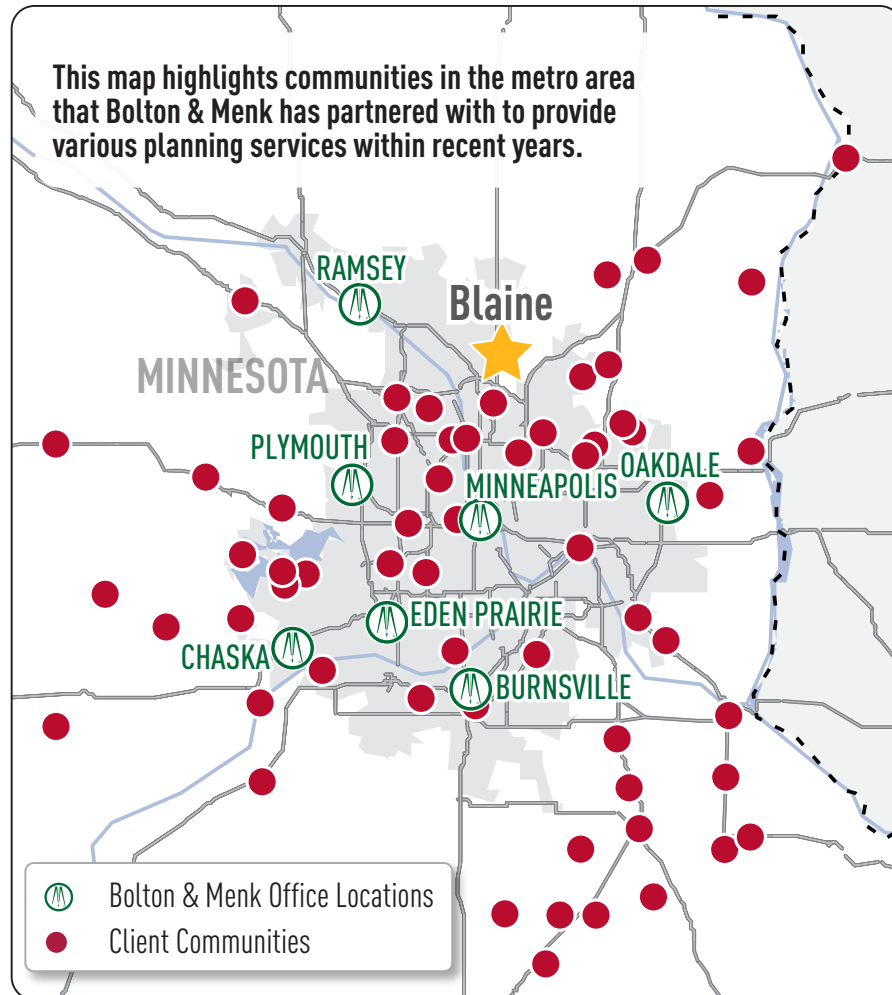
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2040 METRO AREA COMPREHENSIVE PLAN EXPERIENCE



- City of Belle Plaine
- City of Carver
- City of Coates
- City of Cologne
- City of Columbus
- City of Deephaven
- City of Edina
- City of Elko New Market
- City of Forest Lake
- City of Hamburg
- City of Hopkins
- City of Independence
- City of Jordan
- City of Landfall Village
- City of Marine on St. Croix
- City of Mayer
- City of Miesville
- City of Mound
- City of New Germany
- City of New Trier
- City of Norwood Young America
- City of Orono
- City of Prior Lake
- City of Randolph

- City of Scandia
- City of Vadnais Heights
- City of Vermillion
- City of Waconia
- City of Willernie
- Dakota County Collaborative
- Douglas Township
- Empire Township
- Greenvale Township
- Hampton Township
- Marshan Township
- Miesville Township
- Nininger Township
- Randolph Township
- Ravenna Township
- Vermillion Township
- Waterford Township

Other 2040 Comprehensive Plan Experience

- City of Luverne
- City of Nicollet
- City of Big Lake
- City of Lanesboro
- City of Redfield, IA
- City of Chisago City
- City of St. James
- City of Sibley, IA
- City of Spring Valley
- City of Albert Lea
- City of Perry, IA
- City of Mazeppa
- City of Wabasha
- City of Storm Lake, IA
- City of Ela, IA
- City of Rockville

FEE

The following table summarizes the hours and cost breakdown for the baseline cost estimate of each major work task item. The fee estimate includes a 5% annual rate increase in 2027 and 2028. We have also included cost estimates for optional scope that the City may choose to add based on community needs and budget.

The estimated fee includes labor, general business, and other normal and customary expenses associated with operating a professional business. Unless otherwise noted, the fees include vehicle and personal expenses, mileage, telephone, survey stakes, and routine expendable supplies; no separate charges will be made for these activities and materials. Expenses beyond the agreed scope of services and non-routine expenses, such as large quantities of prints, extra report copies, out-sourced graphics and photographic reproductions, document recording fees, outside professional and technical assistance, and other items of this general nature will be invoiced separately.

Client: City of Blaine, MN Project: 2050 Comprehensive Plan Technical Assistance and Engagement Services			
Task No.	Work Task Description	Total Hours	Total Cost
1.0	Project Management - split across 2026, 2027, 2028	31	\$7,000
2.0	Engagement - split between 2026 and 2027	132	\$24,000
3.0	Technical Assistance Open Space - Resources - 2027	56	\$11,000
4.0	Transportation - 2027	76	\$18,000
5.0	Land Use - split across 2026, 2027, 2028	108	\$25,000
6.0	Plan Review and Adoption Support - 2028	40	\$10,000
Total Hours		443	
Total Fee		\$95,000	

Add Ons	
INPUTiD	\$5,000
Additional Surveys (each)	\$1,500
Additional Pop-ups (each)	\$2,000
Additional Focus Groups (each in-person)	\$1,800
Additional Public Meetings (each)	\$2,700
StoryMap Website (Creation with three updates)	\$1,500

2026: \$30,000

Focus on engagement to identify issues and opportunities, reviewing the Land Use Plan and making initial concept.

2027: \$47,000

Focus on engagement to seek feedback on concepts and updates, refining the Land Use Plan through scenarios two and three, reviewing resources, and transportation/TAZ updates.

2028: \$18,000

Focus on finalizing the plan, seeking feedback and making changes based on adjacent and overlapping jurisdictions and Met Council.