



City of Blaine

City Council

September 9, 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. 2026-169 Schedule of Bills Paid
Sponsors: Jason Zimmerman, Finance Director

7.2. 2026-170 Approval of Minutes
Sponsors: Cathy Sorensen, City Clerk

7.3. 2026-171 Motion to Appoint the City's External Audit Firm and Authorize a Contract for Auditing Services
Sponsors: Jason Zimmerman, Finance Director

7.4. 2026-172 Resolution to Amend the 2026 General Fund Budget for Elections

Sponsors: Haley Chapman, Accounting Manager, Cathy Sorensen, City Clerk

- 7.5.** RES 26-156 Resolution Granting Final Plat Approval to Create Right Of Way for 124th Lane NE and 2 Outlots to be Known as Lexington Crossing Third Addition at the Southwest Corner of Lexington Avenue and Zest Street NE. City of Blaine (Case File No. 26-0045/SLK)
Sponsors: Sheila Sellman, Community Development Director
- 7.6.** RES 26-165 Resolution to Declare Cost to be Assessed, Order Preparation and Call for Public Hearing on Proposed Assessment for the Zest Street and Lakes Parkway Construction Project, Improvement Project No. 25-04 (T2504)
Sponsors: Daniel Schluender, Director of Engineering
- 7.7.** RES 26-170 Resolution to Declare Cost to be Assessed, Order Preparation and Call for Hearing on Proposed Assessment for 2025 Southwest Area Street Reconstruction Project, Improvement Project No. 25-06 (T2506)
Sponsors: Daniel Schluender, Director of Engineering
- 7.8.** 2026-173 Motion to Authorize Mayor and City Manager to Enter into a Contract with Barr Engineering for Professional Engineering Services for Well 17 Control Building, Improvement Project No. 26-18 (U2501)
Sponsors: Daniel Schluender, Director of Engineering
- 7.9.** RES 26-181 Resolution Approving a Joint Powers Agreement with Coon Creek Watershed District (CCWD) for Bridgewater Biochar and Iron Enhanced Sand Filter Project
Sponsors: Daniel Schluender, Director of Engineering
- 7.10.** RES 26-186 Resolution to Approve Temporary Road Closure for Blaine Oktoberfest
Sponsors: Jerome Krieger, Park and Recreation Director
- 7.11.** RES 26-172 Resolution Accepting Parks and Recreation Donations for Quarter 2 of 2026
Sponsors: Jerome Krieger, Park and Recreation Director
- 7.12.** 2026-174 Motion to Approve Purchase of Residential Water Meters and Radio Transmitters
Sponsors: Nick Fleischhacker, Public Works Director, Kristian Gaasland, Public Works Supervisor - Water
- 7.13.** 2026-175 Motion to Approve a State Lobbying Agreement with Capitol Hill Associates
Sponsors: Scott Johnson, Director of Administrative Services

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

9. Development Business

9.1. ORD 26-2615 First Reading

Ordinance Granting Amendments to Section 133-8(a) of the City of Blaine Zoning Ordinance to Allow Billboards to be Constructed on Property with a Land Use Designation of Airport (AP). Metropolitan Airport Commission (Case File No. 26-0036/ACK)

Sponsors: Sheila Sellman, Community Development Director

9.2. ORD 26-2617 First Reading

Ordinance Approving a Rezoning from 105th Redevelopment District (RD) to Planned Business District (PBD) at 2180 and 2190 105th Avenue NE. City of Blaine (National Sports Village) (Case File No. 26-0049/SAS)

Sponsors: Sheila Sellman, Community Development Director

10. Administration

10.1. RES 26-169

Resolution to Authorize Parking Restrictions on Marmon Street NE from Lever Street NE to 126th Avenue NE.

Sponsors: Daniel Schluender, Director of Engineering

10.2. RES 26-180

Resolution to Authorize Parking Restrictions on Town Square Drive NE, 108th Avenue NE and Memorial Park Drive

Sponsors: Daniel Schluender, Director of Engineering

10.3. RES 26-168

Resolution to Initiate Project and Order Preparation of Feasibility Report for the 2027 Street Rehabilitation Project, Improvement Project No. 27-06 (T2706)

Sponsors: Daniel Schluender, Director of Engineering

10.4. 2026-176

Motion to Authorize Mayor and City Manager to Enter into a Contract with WSB for Professional Engineering Services for the 2027 Street Rehabilitation Project, Improvement Project No. 27-06 (T2706)

Sponsors: Daniel Schluender, Director of Engineering

11. Other Business

12. Adjournment

CITY OF BLAINE

SCHEDULE OF BILLS PAID

APPROVED ON 09/09/2026 FOR PAYMENTS THE WEEK OF 07/31/2026

Vendor Name	Description	Amount
AFINIKI ZILLANG	Duplicate rental payment 12669 Jamestown St	\$ 190.00
ANOKA COUNTY LICENSE BUREAU	Tab Renewal - PD #5283 & #5317	\$ 32.50
APPLIED CONCEPTS	Lidar Batteries	\$ 364.00
AT&T MOBILITY	Wireless service for camera trailer, utility locator, etc.	\$ 66.96
AUTO AIR AND ACCESSORIES INC	AC Charge and Dye : Unit 5299 (PD)	\$ 329.00
BLAINE AREA PET HOSPITAL PA	Vet services for K9 Andy	\$ 101.08
Blaine Senior Living, LLC	TIF Proceeds Paid - TIF District 1-18	\$ 98,674.46
BLAINE TOWN SQUARE APARTMENTS II LLC	TIF Proceeds Paid - TIF District 1-17	\$ 58,633.30
CAMPION BARROW & ASSOCIATES	Pre-employment Testing	\$ 435.20
CENTERPOINT ENERGY	750 Clover Leak Pkwy NE - Gas	\$ 83.65
CENTURYLINK	Public Works Internet Service	\$ 79.50
CENTURYLINK	Baseball Complex Telephone	\$ 133.08
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	\$ 69.69
COMCAST	Internet for Public Works	\$ 201.47
COMCAST	Fiber Internet Service	\$ 1,360.00
D R HORTON INC	Escrow Refund - 4701 132nd CT NE	\$ 4,900.00
D R HORTON INC	Full escrow refund, PC21-0040, Lexington Woods	\$ 16,500.00
DEANS HOME SERVICE/DEANS PROFESSIONAL PLBG	Mechanical Permit Refund - B26-02264	\$ 60.00
DERING PIERSON GROUP LLC	Full escrow refund, SP14-12, Bricks	\$ 9,230.00
DWYER RICHARD LEE	Performance on August 13	\$ 1,000.00
ECKBERG LAMMERS PC	June 2026 - Civil Legal Services - Outside Retainer	\$ 24,581.00
ECKBERG LAMMERS PC	June 2026 - Civil Legal Services - Employment	\$ 4,389.00
ECOWATER	Plumbing Permit Refund - B26-02411	\$ 60.00
EXETER 8611 35W SERVICE, L.P.	TIF Proceeds Paid - TIF District 1-22	\$ 100,236.51
EXETER 8611 35W SERVICE, L.P.	TIF Proceeds Paid - TIF District 1-22	\$ 103,579.00
EXETER 8611 35W SERVICE, L.P.	TIF Proceeds Paid - TIF District 1-23	\$ 143,267.70
EXETER 8611 35W SERVICE, L.P.	TIF Proceeds Paid - TIF District 1-23	\$ 204,155.53
FRIENDLY CHEVROLET INC	Motor Install : Unit 5299 (PD)	\$ 12,748.84
GENERATIONAL MECHANICAL LLC	Plumbing Permit Refund - B26-02409	\$ 60.00
GREENSPACES DEVELOPMENT	Remaining escrow refund, SP18-0004, Imagine Center	\$ 1,500.00
GROUP HEALTH NON-PATIENT A/R	EAP benefits	\$ 319.80
HEALTHPARTNERS	HealthPartners Dental Claims	\$ 2,321.16
HEALTHPARTNERS	HealthPartners Dental Claims	\$ 497.82
HEALTHPARTNERS	HealthPartners Dental Claims	\$ 1,312.65
HEALTHPARTNERS	HealthPartners Dental Claims	\$ 2,240.53
HYDRAULIC SPECIALTY INC	Grease Line : Unit 1324 (Plow Truck)	\$ 1.19
JAVA PROPERTIES LLC	Full escrow refund, SP21-0025, Caribou Coffee	\$ 6,776.00
JOLY MELISSA	Reimbursement-Water Softener Repair (10648 Madison), I/P 26-04	\$ 29.18
JPM JAVA LLC	Full escrow refund, PC23-0005, Scooters Coffee	\$ 16,579.00
KAYAK REMODELING AND REDEVELOPMENT LLC	Full escrow refund, PC14-0008, Madelyn Cove	\$ 12,500.00
LAMETTRY'S COLLISION INC	Repairs to squad 5342	\$ 1,323.31
LAMETTRY'S COLLISION INC	Repairs to Squad 5347	\$ 6,591.95
LAMETTRY'S COLLISION INC	Insurance Claim CA529294	\$ 2,801.90

LEAGUE OF MN CITIES INSURANCE TRUST-CLAIMS	Claim #106505	\$ 15,602.60
LEAGUE OF MN CITIES INSURANCE TRUST-CLAIMS	Claim #403516	\$ 27,000.00
LEAGUE OF MN CITIES INSURANCE TRUST-CLAIMS	Claim #490995	\$ 8,549.62
LEGACY 88 LLC	Remaining escrow refund, B24-00887, Stinson Electric	\$ 25,000.00
LENNAR FAMILY OF BUILDERS	Full escrow refund, PC20-0036, Lexington Cove 2nd	\$ 9,500.00
MACQUEEN EQUIPMENT INC	Pipe Assembly : Unit 4622 (Vactor)	\$ 1,924.40
METRO HEATING & COOLING LLC	Mech Permit Refund - B26-02638	\$ 60.00
MINGER CONSTRUCTION CO INC	Lift Station 13 Force Main-Phase 2, I/P 23-30 (U2330)	\$ 404,880.50
MINNESOTA EQUIPMENT - HAM LAKE	Batteries/Weed whip parts: Parks (Back Order)	\$ 720.00
MINNESOTA STATE COLLEGES OF UNIVERSITIES	Defensive driving class	\$ 336.00
MN METRO NORTH TOURISM	May 2026 Lodging Tax	\$ 19,328.66
NCPERS GROUP LIFE INS	NCPERS Group Life Insurance	\$ 1,024.00
NORTH COUNTRY CHEVROLET	Replacement Detective Squad Purchase	\$ 39,674.20
NORTH PINE AGGREGATE INC	2026 Quincy Area Street Reconstruction, I/P T2604	\$ 386,621.20
NORTHLAND FENCE MINNESOTA LLC	Fence Permit Refund - B26-02238	\$ 60.00
OPTUM	Optum HSA/FSA Claims	\$ 320.00
OPTUM	Optum HSA/FSA Claims	\$ 1,051.29
OPTUM	Optum HSA/FSA Claims	\$ 6,113.27
O'REILLY AUTOMOTIVE INC	Battery : Unit 5306 (PD)	\$ 249.99
O'REILLY AUTOMOTIVE INC	Filters : Stock	\$ 28.60
O'REILLY AUTOMOTIVE INC	Battery :Unit 5371 (Trailer)	\$ 188.57
O'REILLY AUTOMOTIVE INC	Front / Rear Brake Rotors and Pads : Unit 3411 (Inspect)	\$ 329.98
O'REILLY AUTOMOTIVE INC	Oil Filters : PW Stock	\$ 44.10
O'REILLY AUTOMOTIVE INC	Wheel Seals : Unit 2283 (Skid Steer)	\$ 47.08
O'REILLY AUTOMOTIVE INC	Transmission Fluid : PW Stock	\$ 227.92
O'REILLY AUTOMOTIVE INC	Filters : PW Stock	\$ 333.97
O'REILLY AUTOMOTIVE INC	Fuel Pump : unit 3394 (Ranger)	\$ 217.73
PERFORMANCE LAWN CARE	Mowing - Contracted for violations	\$ 225.00
PERFORMANCE LAWN CARE	Mowing - Contracted for violations	\$ 356.25
PERFORMANCE LAWN CARE	Mowing - Contracted for violations	\$ 281.25
PERFORMANCE LAWN CARE	Mowing - Contracted for violations	\$ 206.25
PERFORMANCE LAWN CARE	Mowing - Contracted for violations	\$ 225.00
PIONEER PHOTOGRAPHY & SERVICES	Senior center program	\$ 400.00
RAD WOOD MAIN 27 LLC	Full escrow refund, PC18-0030, Radisson Woods on Main	\$ 1,500.00
RAMOS KRISTY	Reimbursement rental license H26-1812	\$ 190.00
RIDGEWAY & ASSOCIATES	PD Wellness Program Fees for 2026	\$ 2,040.00
ROTO ROOTER SERVICES COMPANY	Permit Refund - B26-02566 Utilities	\$ 60.00
SBM FIRE DEPARTMENT	2026 Fire Protection Services	\$ 242,611.00
SEVER CONSTRUCTION	Full escrow refund, B24-01167 Crown Iron Works	\$ 4,210.00
SIR LINES-A-LOT	2026 Pavement Markings Project, I/P 26-03 (T2603)	\$ 49,974.29
SVAP II OAK PARK PLAZA LLC	TIF Proceeds Paid - TIF District 1-19	\$ 89,220.83
THE BACKYARD BAND	Band for Bark in the Park	\$ 600.00
THE DAVEY TREE EXPERT COMPANY	Aquatore Park: Insecticide Injections	\$ 4,250.00
T-MOBILE USA INC	Cell Dump	\$ 100.00
WALTERS RECYCLING & REFUSE INC	Organics Collection 2026	\$ 150.00
WALTERS RECYCLING & REFUSE INC	Garbage and Recycling Contract	\$ 538,730.81
XCEL ENERGY	10563 Packard St NE - Siren	\$ 11.20
XCEL ENERGY	4206 Woodland Pkwy NE - Signal	\$ 68.68
XCEL ENERGY	4131 Pheasant Ridge DR NE - Monument	\$ 11.87
XCEL ENERGY	June 2026 Electric	\$ 11,721.55
XCEL ENERGY	9191 Lincoln St NE - Bandshell	\$ 2,050.63
XCEL ENERGY	June 2026 Electric	\$ 28,963.72

XCEL ENERGY

June 2026 Electric

\$ 16,088.79

\$ 2,795,746.10

CITY OF BLAINE

**SUBSET OF PAYMENTS BETWEEN \$20,000 AND \$50,000 FROM THE SCHEDULE OF BILLS PAID
APPROVED ON 09/09/2026 FOR PAYMENTS THE WEEK OF 07/31/2026**

Vendor Name	Description	Amount
ECKBERG LAMMERS PC	June 2026 - Civil Legal Services - Outside Retainer	\$ 24,581.00
LEGACY 88 LLC	Remaining escrow refund, B24-00887, Stinson Electric	\$ 25,000.00
LEAGUE OF MN CITIES INSURANCE TRUST-CLAIMS	Claim #403516	\$ 27,000.00
XCEL ENERGY	June 2026 Electric	\$ 28,963.72
NORTH COUNTRY CHEVROLET	Replacement Detective Squad Purchase	\$ 39,674.20
SIR LINES-A-LOT	2026 Pavement Markings Project, I/P 26-03 (T2603)	\$ 49,974.29

CITY OF BLAINE**SCHEDULE OF BILLS PAID****APPROVED ON 09/09/2026 FOR PAYMENTS THE WEEK OF 08/06/2026**

Vendor Name	Description	Amount
ABC SIGN & GRAPHIC INC	Stands for yard signs	\$ 52.50
ACME TOOLS	Pry Bar / Work Gloves	\$ 11.17
ACME TOOLS	Pry Bar / Work Gloves	\$ 197.94
ACME TOOLS	Impact Drill / Parts	\$ 739.66
ALLEGRA PRINT & IMAGING	Fire regulations, animal control warnings	\$ 75.21
ALLEGRA PRINT & IMAGING	Night to Unite Flyers	\$ 124.45
ALLEGRA PRINT & IMAGING	Fire regulations, animal control warnings	\$ 96.54
ALLEGRA PRINT & IMAGING	Dog/cat handout	\$ 131.09
AMAZON CAPITAL SERVICES	Substation & Retail Unit Equipment	\$ 162.77
AMAZON CAPITAL SERVICES	Notice boards for Aquatore shelters	\$ 114.97
AMAZON CAPITAL SERVICES	Puzzles for Nov. Puzzle Palooza	\$ 319.84
AMAZON CAPITAL SERVICES	Speaker and Microphone Equipment	\$ 729.40
AMAZON CAPITAL SERVICES	Monitor Adapters	\$ 15.10
AMAZON CAPITAL SERVICES	Monitor Adapters	\$ 739.98
AMAZON CAPITAL SERVICES	Event Awards	\$ 18.05
AMAZON CAPITAL SERVICES	Paper Supplies for PW Building	\$ 290.96
AMAZON CAPITAL SERVICES	Sandblasting Gloves / Half Clip Boards	\$ 55.45
AMAZON CAPITAL SERVICES	Speaker and Microphone Equipment	\$ 22.59
AMAZON CAPITAL SERVICES	ShuBee Waterproof Shoe & Boot Covers	\$ 66.00
AMAZON CAPITAL SERVICES	Sharpies - All sizes	\$ 40.38
AMAZON CAPITAL SERVICES	Compressor Oil : Unit 3434 (Shop Compressor)	\$ 137.70
AMAZON CAPITAL SERVICES	Event Awards	\$ 24.98
AMAZON CAPITAL SERVICES	Crayons for elections	\$ 39.98
AMAZON CAPITAL SERVICES	White board, screen security, keyboards	\$ 210.35
AMAZON CAPITAL SERVICES	Wireless keyboard and mouse combo-Elections	\$ 158.59
AMAZON CAPITAL SERVICES	UPS Battery Replacement - RBC48	\$ 156.99
AMAZON CAPITAL SERVICES	Green Copy Paper-Elections	\$ 8.99
AMAZON CAPITAL SERVICES	Tape for Safety camp	\$ 9.58
AMAZON CAPITAL SERVICES	Name badges and clips	\$ 45.87
ANOKA COUNTY LICENSE BUREAU	Tab Renewal	\$ 281.25
ANOKA COUNTY TREASURY DEPARTMENT	Connect Anoka County Fiber	\$ 1,500.00
ASCENTEK CORP	Disposal Fees	\$ 310.50
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 1,637.49
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 153.70
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 157.90
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 189.95
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 79.80
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 14.00
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 74.99
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 159.90
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 1,455.40
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 32.00
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 1,163.00
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 827.82
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$ 469.50

ASPEN MILLS INC	Patrol Clothing and Uniforms	\$	146.94
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$	59.95
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$	270.70
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$	54.95
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$	155.94
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$	14.85
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$	316.90
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$	154.80
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$	126.10
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$	34.95
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$	367.85
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$	131.30
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$	213.90
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$	123.90
ASPEN MILLS INC	Patrol Clothing and Uniforms	\$	1,019.00
ASTLEFORD INTERNATIONAL	A/C Condenser :Unit 1277 (Street Sweeper)	\$	867.41
AT&T	Tower Search for Active Investigation	\$	195.00
AT&T	Tower Search for Active Investigation	\$	70.00
AUTOMATIC SYSTEMS COMPANY	Vega / Radar	\$	2,852.68
AUTOMATIC SYSTEMS COMPANY	Troubleshoot Lift 9 & 12	\$	297.50
BARNUM COMPANIES INC	PD Monthly maintenance check on gates	\$	325.00
BATTERIES PLUS BULBS	Batteries (2) for Tower one UPS B/U	\$	69.90
BERGERSON-CASWELL INC	Well 11 Repairs	\$	70,967.00
BETWEEN THE LINES	Softball umpire fees 4/29/26-7/22/26	\$	1,056.00
BIO-TEC EMERGENCY SERVICES	Decontamination of Squads 5353 and 5328	\$	150.00
BIO-TEC EMERGENCY SERVICES	Decontamination of Squads 5353 and 5328	\$	150.00
BLAINE BROTHERS INC	Rear Brake Drums : Unit 1269 (Dump Truck)	\$	215.98
BLAINE BROTHERS INC	Transmission Filter Housing : Unit 1269 (Dump Truck)	\$	268.74
BLAINE BROTHERS INC	Engine Breather Filters : PW Stock	\$	503.67
BLAINE LOCK & SAFE INC	Door repair Lexington Athletic Complex	\$	230.00
BLAZE STUMP GRINDING LLC	Stump Grinding, July 15,21,24. 26 Properties	\$	4,199.57
BOLTON & MENK INC	T-Mobile Fiber Install-Tower 1 Aquatore (6/6/26-7/17/26)	\$	630.00
BOLTON & MENK INC	Water Modeling Scenarios, I/P 24-08 (U2408) REF PO 24-5253	\$	1,828.00
BOLTON & MENK INC	AT&T Install Tower 3-Hamline Ave (6/6/26-7/17/26)	\$	210.00
BOUND TREE MEDICAL LLC	Medical supplies for patrol operations	\$	679.60
CENTER FOR ENERGY AND ENVIRONMENT	EDA Loan Program - June 2026	\$	61,650.00
CINTAS CORPORATION	MAYC Mats/Rugs	\$	42.77
CINTAS CORPORATION	CH mats/rugs	\$	216.88
CINTAS CORPORATION	2026 Uniform/Rug Towel Rentals	\$	221.17
CINTAS CORPORATION	PW medical cabinet supplies	\$	327.15
CINTAS CORPORATION	MAYC medical cabinet supplies	\$	8.03
CITY OF ST PAUL	Asphalt Mix	\$	271.71
CLIMB THEATRE	Presentation for Safety Camp	\$	675.00
COMPLETE COOLING SERVICES	Fuel Transfer Tank Welding Repair : Unit 4496	\$	279.90
CONNEXUS ENERGY	Moving of Park Security Light	\$	3,935.25
CONNEXUS ENERGY-UTILITY PAYMENTS	951 124th LN NE - Electric	\$	13,200.30
CONNEXUS ENERGY-UTILITY PAYMENTS	10801 Town Square DR NE - Electric	\$	11,946.95
CORE & MAIN LP	6 Inch Water Meter	\$	6,922.89
CREATIVE HOMES INC	Full escrow refund, B24-01350 Lexington Waters Clubhouse	\$	60,646.87
CUB FOODS INC - BLAINE NORTH	Supplies for pork chop meal	\$	67.47
CUB FOODS INC - THE VILLAGE	USA Cup supplies	\$	92.06
CUB FOODS INC - THE VILLAGE	Items for working the USA Cup Soccer	\$	24.95

EDWARDS ALAN	Softball umpire fees 06/15/26-07/20/26	\$ 600.00
EDWARDS ALAN	Softball umpire fees 07/23/26-08/03/26	\$ 336.00
FACTORY MOTOR PARTS COMPANY	Batteries : PW Stock	\$ 305.38
FACTORY MOTOR PARTS COMPANY	Batteries : PW Stock	\$ 458.07
FACTORY MOTOR PARTS COMPANY	Batteries : PW Stock	\$ 1,467.58
FERGUSON WATERWORKS #2518	Curb stop Parts	\$ 743.58
FERGUSON WATERWORKS #2518	Hydrant Parts	\$ 1,503.08
FRANKENSIGNS INC	Mailbox and Locker Nameplates	\$ 222.00
FRIENDLY CHEVROLET INC	Coolant Tank : Unit 5330 (PD)	\$ 32.72
FUN EXPRESS LLC	Supplies for fall and winter events	\$ 278.07
GRAINGER	Trench Box Parts	\$ 88.54
GUARDIAN FLEET SAFETY LLC	Upfit for Squad 5364	\$ 25,645.04
GUARDIAN FLEET SAFETY LLC	Upfit for detective replacement vehicle	\$ 9,888.32
GUARDIAN FLEET SAFETY LLC	Repairs to Squad 5347	\$ 2,499.27
GUARDIAN FLEET SAFETY LLC	Upfit for detective replacement vehicle	\$ 10,026.00
HACH COMPANY	Water Equipment Calibration at Plants (Yearly Bill)	\$ 8,910.00
HANSON SPORTS LLC	Summer Sport Camp	\$ 149.00
HAWKINS INC	2026 Water Treatment Chemicals	\$ 11,140.10
HEALTHSOURCE SOLUTIONS LLC	2026 Employee Wellness Plan Platform	\$ 841.80
HELGERSON LELAND	Home Improvement Grant Reimbursement	\$ 6,000.00
IMDIEKE CHRISTOPHER	Sewer/Water License Reimbursement	\$ 46.00
INDELCO PLASTICS CORPORATION	Part for Hi E Dries	\$ 33.24
INFOBIP VOICE INC	Telephone Service	\$ 957.52
INSIGHT PUBLIC SECTOR INC	NetMotion Secure Access VPN Licenses	\$ 812.50
JM ELECTRIC LLC	Moving electric for Peterson Parking lot	\$ 500.00
JM ELECTRIC LLC	Moving electric for Peterson Parking lot	\$ 1,400.00
JOHNSON LITHO GRAPHICS OF EAU CLAIRE LTD	August MAYCConnect Newsletter	\$ 1,613.91
LARSON NANCY	Art classes for seniors at MAYC	\$ 440.00
LAWSON PRODUCTS INC	Brake Cleaner/Drill Screws/Tire Repair	\$ 974.41
LAWSON PRODUCTS INC	Credit	\$ (928.55)
MANSFIELD OIL COMPANY	Fuel Delivery - July	\$ 26,788.94
MARTIN MARIETTA MATERIALS	Patching Material for Streets	\$ 163.58
MC TOOL & SAFETY SALES	Gloves	\$ 2,986.94
MC TOOL & SAFETY SALES	Safety Gloves / Glasses PW	\$ 542.92
MC TOOL & SAFETY SALES	Respirator/ Rubber Gloves	\$ 98.87
MENARDS - BLAINE	Flashlight, Trash pickers, Caution Tape: Blaine Festival	\$ 327.56
MENARDS - BLAINE	Special Event Supplies	\$ 22.98
MENARDS - BLAINE	Heat Sleeve, Hammer, Drill Bit	\$ 98.20
MENARDS - BLAINE	Spindles for Lakeside Bridge / Batteries for Irrigation	\$ 57.62
MENARDS - BLAINE	Dehumidifiers: Well Houses	\$ 359.52
MENARDS - BLAINE	Spindles for Trees Edge Bridge/ Buckets for Shop	\$ 71.40
MENARDS - BLAINE	Salt pellets	\$ 77.79
MENARDS - BLAINE	Screws : Boardwalk at Wetland Sanctuary	\$ 46.98
MENARDS - BLAINE	Shop GPS Parts	\$ 64.02
MENARDS - BLAINE	Spray Paint for events	\$ 77.04
MENARDS - BLAINE	Shop GPS Parts	\$ 78.80
METRO SALES INCORPORATED	Copier Maintenance and Support	\$ 659.00
METRO SALES INCORPORATED	Copier Maintenance and Support	\$ 639.44
METRO SALES INCORPORATED	Copier Maintenance and Support	\$ 5,439.06
METROPOLITAN LIFE INSURANCE COMPANY	Met Life Short Term Disability	\$ 1,132.04
MIDWAY FORD COMPANY	AC Compressor : Unit 5238 (P& R)	\$ 477.40
MIDWAY FORD COMPANY	Caliper : Unit 5222 (PD)	\$ 175.59

MIDWAY FORD COMPANY	Brake Boots : Unit 5222 (PD)	\$ 44.37
MIDWAY FORD COMPANY	Sway Bar End Link : Unit 5222 (PD)	\$ 113.74
MINNEAPOLIS SAW COMPANY INC	Rope for Trees	\$ 497.95
MINNESOTA DEPARTMENT OF HEALTH	Kitchen dues	\$ 50.00
MINNESOTA EQUIPMENT - ROGERS	2026 Capital : Medium Duty Equipment Trailer #4676	\$ 33,297.00
MINNESOTA EQUIPMENT - ROGERS	SURT ST-UTT821 Trailer	\$ 7,100.00
MINNESOTA EQUIPMENT - ROGERS	Exhaust Stack and Clamp : Unit 1276 (Plow)	\$ 527.83
MINNESOTA EQUIPMENT - ROGERS	Ball /Bushing : Unit 1276 (Tractor)	\$ 246.60
MINNESOTA VALLEY TESTING LABS #2778	Water Testing Lakeside Commons Park	\$ 76.00
MINUTE MAKER SECRETARIAL	Minute Maker Secretarial	\$ 700.50
MINUTE MAKER SECRETARIAL	2026 Planning Commission Minutes	\$ 178.00
MINUTE MAKER SECRETARIAL	Minute Maker Secretarial	\$ 254.75
MN DEPARTMENT OF REVENUE	June 2026 Sales Tax	\$ 61,850.00
MN METRO NORTH TOURISM	June 2026 Lodging Tax	\$ 23,442.40
MTI DISTRIBUTING INC	Motor /Gearbox Replacement : Unit 2439 (Zero turn mower)	\$ 3,648.88
NORTHERN SANITARY SUPPLY CO INC	Soap for Aquatore Band Shell	\$ 619.58
NORTHERN SANITARY SUPPLY CO INC	Hand Soap for Park Buildings	\$ 659.60
NUSS TRUCK & EQUIPMENT	Trans Dip Stick, Air Compressor Metal Line : Unit 1269 (Dump Tr)	\$ 945.36
NUSS TRUCK & EQUIPMENT	Security Key for Tech Tool	\$ 100.00
NUSS TRUCK & EQUIPMENT	Security Key for Tech Tool	\$ 13.90
NUSS TRUCK & EQUIPMENT	Air compressor fitting : Unit 1269 (Dump Truck)	\$ 6.20
NUSS TRUCK & EQUIPMENT	Brake Chambers, Slack Adjusters: Unit 1278	\$ 915.90
NUSS TRUCK & EQUIPMENT	Brake Chambers, Slack Adjusters: Unit 1278	\$ 887.39
NUSS TRUCK & EQUIPMENT	Cab Air Filters : PW Stock	\$ 180.64
OPTIMIZED ELECTRICAL SOLUTIONS	Cold storage receptacle repair	\$ 620.00
OPTIMIZED ELECTRICAL SOLUTIONS	PW wash bay wire door controller	\$ 936.00
OPTUM	Optum HSA/FSA Claims	\$ 512.69
OPTUM	Optum HSA/FSA Claims	\$ 30.00
O'REILLY AUTOMOTIVE INC	ABS Sensor : Unit 5285 (PD)	\$ 35.30
O'REILLY AUTOMOTIVE INC	Fuel Filter : PW Stock	\$ 42.16
O'REILLY AUTOMOTIVE INC	Upper Control Arm/ Filters : Unit 5285 / PW Stock	\$ 305.05
O'REILLY AUTOMOTIVE INC	Sockets : Shop Tools	\$ 47.98
O'REILLY AUTOMOTIVE INC	Wheel Hub Seals : 2419 (Skid Loader)	\$ 137.48
O'REILLY AUTOMOTIVE INC	Sway Bar End Link : Unit 5285 (PD)	\$ 108.86
PACE ANALYTICAL SERVICES INC	2026 WTP# 1 VOC Testing	\$ 1,235.00
PAFFY'S PEST CONTROL INC	CH monthly pest control	\$ 85.35
PHASOR ELECTRIC COMPANY	Traffic Signal Repair; Hwy 65 & 109th Avenue	\$ 276.00
PRINT CENTRAL	Business Cards - Kaye	\$ 55.00
PRINT CENTRAL	Business Cards - Tom Schmolke	\$ 55.00
PROFORM THERMAL SYSTEMS	Full escrow refund, B23-02324, Aerofab	\$ 29,911.69
PULTE HOMES OF MINNESOTA LLC	Escrow Refund - 12634 Erskin ST NE	\$ 5,000.00
RECYCLE TECHNOLOGIES INC	Dehumidifier Water Tower	\$ 20.00
REPUBLIC SERVICES #894	Shredding for Recycling Saturday Events	\$ 1,068.40
RMB ENVIROMENTAL LABORATORIES INC	Water Quality Sampling	\$ 1,476.00
ROERS BLAINE 55+ LLC	Full escrow refund, B2-00894, Risor of Blaine	\$ 50,411.00
SAPPHIRE HOSPITALITY LLC	Remaining escrow refund, SP18-0020, Fairfield Inn & Suites	\$ 10,000.00
SOIL AND SUNSHINE GARDEN CLUB	Planter flowers	\$ 121.00
SUBURBAN TIRE WHOLESAL INC	Tires : Park Mower	\$ 548.00
SUBURBAN TIRE WHOLESAL INC	Tires : PW Stock	\$ 1,480.00
SUBURBAN TIRE WHOLESAL INC	Tires: Unit 4477 (Truck- Sign Shop)	\$ 555.20
SUSTAINABLE SAFARI LLC	Animal show for Safety Camp	\$ 440.00
SYSCO MINNESOTA	Supplies for pork chop meal	\$ 195.18

SYSCO MINNESOTA	Supplies pork chop meal	\$ 348.45
THOMSEN SYSTEMS INC	Summer Tech Camp	\$ 2,622.00
T-MOBILE USA INC	Tower Dump for Active Investigation	\$ 150.00
TOWMASTER INC	Nose Lead : Unit 4614 (Trailer)	\$ 168.00
TOWMASTER INC	Wire Harness : Unit 4614 (Trailer)	\$ 330.35
TOWMASTER INC	Plow Cutting Edges/Parts: Street Dept	\$ 11,768.00
TREVIPAY	Weed Trimmer : All Parks	\$ 337.22
TREVIPAY	Shop Supplies : Jacks	\$ 196.97
TRI-STATE BOBCAT INC	Tooling Trailer : Unit 4664, Plate Tamper, Jump/ Jack	\$ 6,950.00
TUCKER RUTH	Mileage and Expense Report-Tucker 1/1/26-2/28/26	\$ 79.90
TWIN CITIES TRANSPORT & RECOVERY INC	Tow of F-450 from 110th Ave to PW	\$ 200.00
TWIN CITIES TRANSPORT & RECOVERY INC	Tow of Ford Ranger (Unit 3394) from CH to PW	\$ 195.00
TWIN CITY FILTER SERVICE INC	HVAC filters	\$ 658.00
ULINE	Chemical Containment Pallets	\$ 1,252.53
USA BLUEBOOK (#657220)	B/O Water Level Case; Water	\$ 51.15
USA BLUEBOOK (#657220)	Tubing for Analyzer & Pumps : Treatment Plants	\$ 592.74
WARNING LITES OF MN	513 Territorial Rd NE: Water	\$ 737.20
WSB & ASSOCIATES INC	Zest St Final Design & Construction Services, I/P 25-04 (T2504)	\$ 13,465.25
WSB & ASSOCIATES INC	Engineering Svcs TH65 Frontage Rd Utility Improvement, I/P 21-01	\$ 1,559.00
WSB & ASSOCIATES INC	2025 GIS Consulting Services	\$ 1,792.00
WSB & ASSOCIATES INC	FOG Program Assessment -6/1/26-6/30/26	\$ 1,084.50
ZAYO GROUP LLC	Telephone Service	\$ 1,912.14
ZERO ABUSE PROJECT	Presentation for Safety Camp	\$ 650.00
ZIEGLER INC	2024 Capital : Portable Generator - Sewer - FINAL INVOICE	\$ 4,600.00
		\$ 683,926.31

CITY OF BLAINE

**SUBSET OF PAYMENTS BETWEEN \$20,000 AND \$50,000 FROM THE SCHEDULE OF BILLS PAID
APPROVED ON 09/09/2026 FOR PAYMENTS THE WEEK OF 08/06/2026**

Vendor Name	Description	Amount
MN METRO NORTH TOURISM	June 2026 Lodging Tax	\$ 23,442.40
GUARDIAN FLEET SAFETY LLC	Upfit for Squad 5364	\$ 25,645.04
MANSFIELD OIL COMPANY	Fuel Delivery - July	\$ 26,788.94
PROFORM THERMAL SYSTEMS	Full escrow refund, B23-02324, Aerofab	\$ 29,911.69
MINNESOTA EQUIPMENT - ROGERS	2026 Capital : Medium Duty Equipment Trailer #4676	\$ 33,297.00

CITY OF BLAINE

SCHEDULE OF BILLS PAID

APPROVED ON 09/09/2026 FOR PAYMENTS THE WEEK OF 08/13/2026

Vendor Name	Description	Amount
ACME TOOLS	Meter Tools : Water	\$ 184.82
ACTION TARGET	Shooting target cardboard backers	\$ 616.00
AIR MECHANICAL INC	Plumbing Permit Refund - B26-03000	\$ 60.00
ALLEGRA PRINT & IMAGING	BPD Annual Reports and table runners	\$ 111.34
ALLEGRA PRINT & IMAGING	BPD Annual Reports and table runners	\$ 395.82
ALMS AMANDA	Key for MAYC	\$ 25.00
AMAZON CAPITAL SERVICES	Wrench Pockets/Mirror Camera / Office Supplies	\$ 376.05
AMAZON CAPITAL SERVICES	Laptop charging cord for Police Chief	\$ 45.99
AMAZON CAPITAL SERVICES	Aug/Sept Employee Recognition Gifts (12 Employees)	\$ 76.99
AMAZON CAPITAL SERVICES	Aug/Sept Employee Recognition Gifts (12 Employees)	\$ 485.29
AMAZON CAPITAL SERVICES	DisplayPort to HDMI Video Cables	\$ 53.23
AMAZON CAPITAL SERVICES	Wrench Roll Up Pouches	\$ 45.62
AMAZON CAPITAL SERVICES	Armory Equipment	\$ 38.94
AMAZON CAPITAL SERVICES	Screen, Projector & Stand for Movie in the Park	\$ 285.92
ANOKA COUNTY TREASURY DEPARTMENT	Monthly rental for Sundgaard DTF Vehicle (reimbursed by Postal)	\$ 621.05
ASPEN MILLS INC	Battery for flashlight	\$ 25.95
AT&T MOBILITY	AT&T monthly billing	\$ 280.11
AUTOMATIC SYSTEMS COMPANY	2026 Water Maintenance Agreement	\$ 6,678.75
AUTOMATIC SYSTEMS COMPANY	Plant #4 SCADA Computer	\$ 13,927.00
AUTOWASH SYSTEMS INC	Car Wash Chemicals & Check 7/28/26	\$ 256.46
BANNER LIFE INSURANCE COMPANY	Banner Life Insurance Premiums	\$ 36.22
BARNUM COMPANIES INC	Insurance Claim	\$ 4,560.40
BLAINE AREA PET HOSPITAL PA	Vet services for K9 Vinny (Neuter & additional)	\$ 1,078.42
BLAINE AREA PET HOSPITAL PA	Vet services for K9 Andy	\$ 1,009.15
BLAINE BROTHERS INC	Axle Hub Cap Oil Seals : Unit 2419 (Skid Loader)	\$ 72.60
BLAINE BROTHERS INC	Credit PO 2026-0159 Shoe kit core qty 2	\$ (69.00)
BOLTON & MENK INC	Lead Service Line Inventory, I/P 24-20	\$ 1,204.50
BOLTON & MENK INC	General Services for 2026: Water Dept	\$ 2,396.00
BOLTON & MENK INC	Well Inspection Support 2026: Water Dept	\$ 8,470.50
BOLTON & MENK INC	Water Quality Parameter Support 2026: Water Dept	\$ 2,750.50
BOLTON & MENK INC	WTP #3 LED Project 2026: Water Dept	\$ 448.00
BRAUN INTERTEC CORPORATION	Construction Materials Testing, LS13 Force Main-P2, I/P 23-30	\$ 4,202.00
BREEMS GRANT	Court reimbursement for case 02-VB-26-7562	\$ 273.42
BROWNELLS INC	Armory Equipment	\$ 172.20
C&H PRECISION WEAPONS LLC	Glock RDS Mounting Plates and Screws	\$ 2,177.70
CENTENNIAL SCHOOL DIST 12	Senior Trips	\$ 1,780.00
CENTENNIAL SCHOOL DIST 12	Senior Trips	\$ 5,831.00
CENTENNIAL SCHOOL DIST 12	Senior Trips	\$ 2,145.00
CENTENNIAL SCHOOL DIST 12	Senior Trips	\$ 2,225.00
CENTERPOINT ENERGY	July 2026 Gas Service	\$ 1,698.88
CENTURY FENCE COMPANY	Ballot Storage/Security Fencing - offset by MN VOTER Account	\$ 7,520.00
CENTURYLINK	911 Service	\$ 80.52
CINTAS CORPORATION	2026 Uniform/Rug Towel Rentals	\$ 469.65
CINTAS CORPORATION	MAYC Mats/Rugs	\$ 42.77
CINTAS CORPORATION	2026 Uniform/Rug Towel Rentals	\$ 499.25

CINTAS CORPORATION	MAYC Mats/Rugs	\$	42.77
CINTAS CORPORATION	Cold storage PD first aid cabinet supplies	\$	35.90
CINTAS CORPORATION	PD medical cabinet supplies	\$	247.92
CITY OF COON RAPIDS	Invoice for police services for 3M Open	\$	7,725.95
COMCAST	PW Cable TV	\$	21.04
COMCAST	Internet for Public Wi-Fi	\$	312.89
COMPANION ANIMAL CENTER	Kennel Services For July 2026	\$	450.00
CREATIVE HOMES INC	Escrow Refund - 4873 127th CIR NE	\$	4,900.00
CREATIVE HOMES INC	Escrow Refund - 4903 127th CIR NE	\$	4,900.00
CREATIVE HOMES INC	Escrow Refund - 4870 127th LN NE	\$	4,900.00
CREATIVE HOMES INC	Escrow Refund - 4825 128th CIR NE	\$	4,900.00
CREATIVE HOMES INC	Escrow Refund - 4814 128th CIR NE	\$	4,900.00
CREATIVE HOMES INC	Escrow Refund - 4883 127th CIR NE	\$	5,000.00
CREATIVE HOMES INC	Escrow Refund - 13127 Hupp CT NE	\$	5,000.00
CREATIVE HOMES INC	Escrow Refund - 4881 127th LN NE	\$	5,000.00
CREATIVE HOMES INC	Escrow Refund - 4890 127th LN NE	\$	5,000.00
CREATIVE HOMES INC	Escrow Refund - 4872 128th CIR NE	\$	4,900.00
CREATIVE HOMES INC	Escrow Refund - 12865 Stutz CT NE	\$	4,900.00
CREATIVE HOMES INC	Escrow Refund - 12840 Stutz CT NE	\$	4,800.00
CREATIVE HOMES INC	Escrow Refund - 12870 Stutz CT NE	\$	4,800.00
CREATIVE HOMES INC	Escrow Refund - 4911 127th LN NE	\$	9,900.00
CREATIVE HOMES INC	Escrow Refund - 12790 Stutz CT NE	\$	5,000.00
CRONIN GREG	Hydrant Meter Deposit Refund	\$	417.00
CRYSTEEL TRUCK EQUIPMENT	2025 Capital: Heavy Duty Tandem Axle W/ Plow Package Truck #1331	\$	218,321.60
CYBER ADVISORS INC	IT Services	\$	1,060.00
D ERVASTI SALES COMPANY LLC	Chalk and Sure Dry for Baseball Fields	\$	3,334.00
DURAND CHRISTOPHER LAWRENCE	Softball Umpire Fees	\$	672.00
DURAND CHRISTOPHER LAWRENCE	Softball Umpire Fees	\$	672.00
ECKBERG LAMMERS PC	2026 Prosecution Fees	\$	24,038.23
ECKBERG LAMMERS PC	Civil Legal Services Retainer	\$	4,500.00
ECM PUBLISHERS INC	Advertising & Public Notices	\$	27.50
ECM PUBLISHERS INC	Notice of Election Newspaper Publications	\$	592.00
ECM PUBLISHERS INC	2026 Public Hearing Notices	\$	77.00
EGAN COMPANY	PW air handler unit repair	\$	10,928.00
FASTENAL COMPANY	Meter Pit on 65/ 105th Ave Parts	\$	242.39
FASTENAL COMPANY	Hydrant Parts	\$	50.85
FERGUSON WATERWORKS #2518	Water Meter Parts	\$	633.55
FERGUSON WATERWORKS #2518	Hydrant Parts	\$	38.16
FERGUSON WATERWORKS #2518	Glu Box Parts	\$	746.24
FERGUSON WATERWORKS #2518	Water Meter Adapter Couplings	\$	33.65
FERGUSON WATERWORKS #2518	Water Meter Nut and Bolt Set	\$	71.30
FERGUSON WATERWORKS #2518	Trees Edge Irrigation Parts	\$	329.12
FIDELITY SECURITY LIFE INSURANCE COMPANY	EyeMed - Vision Insurance	\$	765.74
FIDELITY SECURITY LIFE INSURANCE COMPANY	EyeMed - Vision Insurance	\$	56.05
FRIENDLY CHEVROLET INC	Service : Unit 5331 (PD)	\$	447.73
FRIENDLY CHEVROLET INC	Drain Plug : Unit 5299 (PD)	\$	12.89
FRIENDLY CHEVROLET INC	Mass Air Flow Sensor : Unit 5291 (PD)	\$	99.62
FRIENDLY CHEVROLET INC	Map Sensor : Unit 5328 (PD)	\$	57.81
FRIENDLY CHEVROLET INC	Signal Switch : Unit 5275 (PD)	\$	74.99
FRIENDLY CHEVROLET INC	Water Pump & Belts : Unit 5299 (PD)	\$	401.76
GOODPOINTE TECHNOLOGY LLC	Pavement Condition Index Surveys, I/P T2607	\$	27,510.00
GRAINGER	TP, filters, bit set	\$	198.53

GRAINGER	New Hire Safety Equipment : Casey Staniger	\$	769.86
GRAINGER	Hitch Reducers; Water	\$	484.30
GREAT RIVER AUTOMATION LLC	CH AHU-1 repair	\$	382.00
GUARDIAN FLEET SAFETY LLC	Upfit for squad 5365	\$	25,973.32
HANLON KIM	Park & Rec Refund	\$	140.00
HAWKINS INC	2026 Water Treatment Chemicals	\$	5,134.80
HAWKINS INC	2026 Water Treatment Chemicals	\$	11,240.00
HAZEL JOCELYN	Notary Fee	\$	20.43
HEALTHPARTNERS	Health & Dental Insurance Premiums	\$	242,668.54
HEALTHPARTNERS	HealthPartners Dental Claims	\$	1,821.25
HEALTHPARTNERS	HealthPartners Dental Claims	\$	1,695.20
HHCP INC	Full escrow refund, 3298 123rd Ln NE	\$	4,500.00
HODGSON JOAN	Softball Umpire Fees	\$	408.00
HOFFMAN BROS SOD INC	Gray Granite Sod	\$	176.50
HOLIDAY COMPANIES	2026 Blanket; Car Washes - PD	\$	945.00
HOLIDAY COMPANIES	2026 Blanket; Car Washes - Fire/Comm Stds	\$	30.00
I & S GROUP INC	Wetland Site 7, Annual Maintenance & Work Plan, I/P 25-41, P2411	\$	2,967.11
IMPACT PROVEN SOLUTIONS	2026 Utility Billing Invoicing	\$	5,676.86
ISOM HARLAN G	Softball umpire fees	\$	864.00
IUOE LOCAL 49 FRINGE BENEFIT FUNDS	49ers Training Facility Fee; July 2026	\$	675.10
KATH FUEL OIL SERVICE COMPANY	Bulk Oil for Shop	\$	6,413.67
KATH FUEL OIL SERVICE COMPANY	WTP Gen Fuel #2	\$	2,291.99
KILLMER ELECTRIC COMPANY INC	LS25 Generator Work	\$	7,379.75
KOZLAK-RADULOVICH FUNERAL CHAPELS	Fire Suppression Grant	\$	25,000.00
LANGUAGE LINE SERVICES INC	2026 Translation and Interpretation services for the year	\$	770.21
LAWSON PRODUCTS INC	Bolts for Stock on Big Trucks	\$	325.19
LAWSON PRODUCTS INC	Knot End Steel Brush	\$	19.37
LEAGUE OF MN CITIES	Respect at work course	\$	15.00
LEAGUE OF MN CITIES INSURANCE TRUST-PREMIUMS	2026-2027 Workers' Compensation Insurance Premium	\$	229,845.00
LEAGUE OF MN CITIES INSURANCE TRUST-PREMIUMS	2026-2027 Property Casualty Insurance Premium	\$	348,973.00
LIFE SAFETY SYSTEMS INC	PW annual fire inspection	\$	325.00
LIFE SAFETY SYSTEMS INC	Fire system repair	\$	893.00
LOWE'S HOME CENTERS INC	Coax Cable	\$	56.47
LRS PORTABLES OF MINNESOTA	2026 Satellite Rental - Parks	\$	9,755.51
MANAGED SERVICES INC	CH Janitorial Services	\$	7,812.00
MANAGED SERVICES INC	CH Janitorial Services	\$	1,000.06
MARTIN MARIETTA MATERIALS	Patching Material for Streets	\$	79.87
MARTIN MARIETTA MATERIALS	Patching Material for Streets	\$	90.62
MC TOOL & SAFETY SALES	Chemical Pipe Labels	\$	309.92
MEDPRO WASTE DISPOSAL LLC	Hazmat disposal invoice 1768799	\$	69.75
MEDSURETY LLC	MedSurety Monthly Fee	\$	167.50
MENARDS - BLAINE	Fry trap, pole breakers	\$	55.60
MENARDS - BLAINE	Air filters, Drain fluid, earplugs	\$	142.79
MENARDS - BLAINE	SD Card / Card Reader/ Wasp Hornet Killer	\$	122.48
MENARDS - BLAINE	Light bulbs	\$	95.88
MENARDS - BLAINE	N95 / Tool : Water	\$	111.95
MENARDS - BLAINE	Trees Edge Irrigation Parts	\$	15.37
METROPOLITAN COUNCIL	MCES Wastewater Services	\$	477,884.43
METROPOLITAN COUNCIL	July SAC Report	\$	29,521.80
MIDWAY FORD COMPANY	2026 Capital :Medium Duty Dump Truck and Speci #4675	\$	66,635.68
MIDWAY FORD COMPANY	Brakes : Unit 5222 (PD)	\$	351.54
MN DEPT OF LABOR AND INDUSTRY	State Surcharge Fees Collected - July 2026	\$	3,913.39

MWP RECREATION	Playground Replacement parts: Westwood/ Radisson Woods	\$	1,865.54
NITTI ROLLOFF SERVICES INC	Escrow Refund - 3610 131st Ave NE	\$	2,000.00
NORTH PINE AGGREGATE INC	2026 Quincy Area Street Reconstruction, I/P T2604	\$	585,495.56
OPTUM	Optum HSA/FSA Claims	\$	402.91
OPTUM	Optum HSA/FSA Claims	\$	144.34
PAFFY'S PEST CONTROL INC	MAYC monthly pest control	\$	59.75
PAULSON CONSTRUCTION	Full escrow refund, 2821 107th Ave NE	\$	2,500.00
PLANT & FLANGED EQUIPMENT CO	Meter Pit Parts 65/105th Ave	\$	1,404.00
PRECISE MRM LLC	2026 PW GPS Management	\$	1,660.00
PRECISION LAND AND TREE CLEARING LLC	Woodchips - City Trails	\$	1,875.00
PULTE HOMES OF MINNESOTA LLC	Escrow Refund - 12624 Erskin St NE	\$	4,800.00
RAISING CANE'S CHICKEN FINGERS	food for employee event	\$	1,418.27
RAISING CANE'S CHICKEN FINGERS	Food for safety camp	\$	823.21
RENEWAL BY ANDERSEN	Building Permit Refund - B26-02931	\$	80.00
RIDGEWAY & ASSOCIATES	PD Wellness Program Fees for 2026	\$	2,120.00
SAFETYFIRST PLAYGROUND MAINTENANCE	EWf - 2 Loads : Playground Protection	\$	4,953.12
SAM'S CLUB/SYNCHRONY BANK	Concessions Lakeside Commons Park	\$	334.40
SAM'S CLUB/SYNCHRONY BANK	Supplies for pork chop meal	\$	244.66
SAM'S CLUB/SYNCHRONY BANK	Supplies for pork chop meal	\$	165.95
SAM'S CLUB/SYNCHRONY BANK	Supplies for programs	\$	92.64
SCHINDLER ELEVATOR CORPORATION	CH elevator repair	\$	1,070.72
SIRCHIE ACQUISITION COMPANY LLC	Sterile water	\$	114.03
ST CROIX RECREATION FUN PLAYGROUNDS INC	Playground equipment Replacement Parts : Sanctuary Preserve	\$	833.35
STERICYCLE INC	July shred invoice # 8014937385	\$	156.46
SUBURBAN TIRE WHOLESALE INC	Tires : unit 5358 (PD)	\$	692.00
SYSCO MINNESOTA	Pork chop dinner	\$	874.20
SYSCO MINNESOTA	Supplies for pork chop meal	\$	202.14
THE FERGUSON GROUP LLC	2026 Federal Lobbying Services (Approved by Motion 2025-266)	\$	5,250.00
THE PARC	June 2026 Invoice for The PARC Membership	\$	3,096.00
THE PARC	July 2026 Invoice for The PARC Membership	\$	3,096.00
THE PARC	August 2026 Invoice for The PARC Membership	\$	3,096.00
THOMAS JOHN	Senior event	\$	150.00
TOP TIER HEATING AND AIR CONDITIONING LLC	Duplicate Permit - Refund 80% B26-03113 Mech Permit	\$	120.00
TRANE US INC	Replace cooling fluid chiller	\$	554.00
TRANE US INC	AC motor	\$	15,901.72
TRI-STATE BOBCAT INC	2026 Capital :LD Multi Utility Vehicle with Plow & Blower #2463	\$	49,355.00
TRI-STATE BOBCAT INC	2026 Capital :LD Multi Utility Vehicle with Plow & Blower #2463	\$	7,299.76
TRI-STATE BOBCAT INC	2026 Capital :LD Multi Utility Vehicle with Plow & Blower #2463	\$	6,940.80
TUCKER RUTH	Mileage and Expense Report-Tucker 5/1/26-6/30/26	\$	217.14
UNLIMITED CONCRETE CONCEPTS LLC	Removal and replacement of railing at Blaine Baseball Complex	\$	6,000.00
VALLEY-RICH COMPANY INC	Sewer Repair - Radisson & 125th Ave	\$	35,936.81
WARGO NATURE CENTER	Stand up paddle board class	\$	150.00
XCEL ENERGY	4125 109th Ave NE - Signal	\$	63.23

CITY OF BLAINE

**SUBSET OF PAYMENTS BETWEEN \$20,000 AND \$50,000 FROM THE SCHEDULE OF BILLS PAID
APPROVED ON 09/09/2026 FOR PAYMENTS THE WEEK OF 08/13/2026**

Vendor Name	Description	Amount
ECKBERG LAMMERS PC	2026 Prosecution Fees	\$ 24,038.23
KOZLAK-RADULOVICH FUNERAL CHAPELS	Fire Suppression Grant	\$ 25,000.00
GUARDIAN FLEET SAFETY LLC	Upfit for squad 5365	\$ 25,973.32
GOODPOINTE TECHNOLOGY LLC	Pavement Condition Index Surveys, I/P T2607	\$ 27,510.00
METROPOLITAN COUNCIL	July SAC Report	\$ 29,521.80
VALLEY-RICH COMPANY INC	Sewer Repair - Radisson & 125th Ave	\$ 35,936.81
TRI-STATE BOBCAT INC	2026 Capital :LD Multi Utility Vehicle with Plow & Blower #2463	\$ 49,355.00



City of Blaine

City Council Workshop

June 15, 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 5:37PM.

2. Roll Call

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

ABSENT: None.

Quorum Present.

ALSO PRESENT: City Manager Erik Thorvig; Community Development Director Sheila Sellman; Deputy Police Chief Joe Gerhard; Finance Director Jason Zimmerman; Director of Administrative Services Scott Johnson; Director of Engineering Dan Schluender; City Attorney Tom Loonan; Assistant Finance Director Kyle Stasica; Public Works Director Nick Fleishhacker; Parks and Recreation Director Jerome Krieger; Communications Manager Ben Hayle; and City Clerk Catherine Sorensen.

3. New Business

3.1. 2026-128 Financial Software Assessment and Selection Consulting Services (45 Minutes)

Assistant Finance Director Kyle Stasica stated the city's financial software manages all the monetary transactions and data of the city. Main fiscal tasks such as accounting, utility billing, payroll processing, accounts payable, capital assets, and cashiering are contained within the financial software. Additional financial data is pulled into the financial software through interfaces with other city software (IMS-BuildingInspections/Community Standards; Questica-Budget; CivicRec-Recreation). The financial software is the central repository for vendor invoices, employee timekeeping/payroll, and utility billing customer service. On June 18, 2009, the city council approved \$600,000 for the purchase and implementation of a new financial system provided by New World Systems, with the intent for it to serve as the primary accounting, payroll, and utility billing software for the city. Following its 2011 implementation, the New World financial system has remained the city's primary platform. The agreement is currently subject to an annual renewal fee of approximately \$150,000. In 2015, New World was purchased by Tyler Technologies, who currently supports the product. The software was originally purchased as an on-premise server license, but in 2026 will be moving to a cloud solution to increase security and reduce internal IT staff demand. The software is slowly being discontinued with new subscriptions no longer being sold since 2021. Updates from New World are now for minimum required items such as changes in federal laws, without any new functionality planned. Tyler Technologies is moving towards one primary financial system — Enterprise ERP. There are only eight clients in Minnesota still using New World as of June 2026.

Mr. Stasica explained the finance department staff contacted six software consultants, met with four, and received proposals from three. Each consultant appeared knowledgeable and experienced. Staff are confident the addition of the consultant would be well worth the cost to make certain the Financial Software migration is a success. The three proposals were received from:

1. Plante Moran - \$158,000 (references: Plymouth, MN; Anoka County, MN)
2. Berry Dunn - \$120,000 (references: Bloomington, MN; Edina, MN)
3. Government Finance Officers Association - \$225,000 (references: Owatonna, MN; Rochester, MN)

Mr. Stasica reported staff also contacted other peer Minnesota cities that recently implemented new financial software; all strongly recommended using a consultant. Based on these discussions and meetings with prospective firms, staff believes hiring a consultant is a highly worthwhile investment to ensure a successful migration. Because these consultants intimately know the major vendors, their modules, and their respective strengths and weaknesses, they drastically reduce the risks associated with data migration and system setup. Furthermore, their expertise helps secure favorable contract terms for the city, often yielding savings that offset the consultant's fees. Beyond assessment and

selection, the consultant can provide project management services to oversee the implementation of the chosen financial software. This additional service ensures the project stays on schedule while holding the vendor accountable to deadlines, milestones, and staffing commitments. It also provides extra leverage and security should any vendor issues arise. Project management fees are not included in the figures above and will be discussed if the procurement process moves forward.

Councilmember Newland questioned if the current software has a sunset date. Mr. Stasica reported there is no current sunset date yet and noted there was support staffing and patches in place.

Further discussion ensued regarding the cost for the new software.

Councilmember Newland asked how long the city has been using its current financial software. Mr. Stasica reported the city began using the current software in 2011.

Councilmember Newland stated he supported staff's commendation to wait for further information on the New World's official sunset date.

City Manager Thorvig reported New World would be transitioning to a new software platform, but the city was uncertain when this would occur. He explained the question before the council was if the city should be proactive and make a change at this time, or wait until the sunset date was determined.

Councilmember Massoglia asked if Tyler Tech was the only option for the city. Mr. Stasica indicated there were five to seven options available to the city. Finance Director Zimmerman stated the Tyler Tech option was the most seamless and cost-efficient option for the city.

Councilmember Ford reported 15 years was a long time for the city to have the New World financial software in place. He believed it would be valuable for the council to have more information on how the New World software was used on a daily basis. Mr. Stasica reported New World was the city's core financial repository. He stated 200 invoices per week, payroll, utility billing and 250 employees were maintained through this program.

Councilmember Ford anticipated the new software would be more streamlined and secure. Mr. Stasica reported the new software would streamline the city's processes.

Councilmember Robertson explained she supported the recommendation from staff to wait until further information was available on New World's sunset date. She stated she was uncertain if it was necessary for the city to spend money on a consultant.

Councilmember Larson questioned what cities were using Tyler Tech. Mr. Stasica reported

this information was included in the March 9 city packet.

Councilmember Massoglia supported the city waiting because the new software came with a very large price tag.

Councilmember Fleming indicated she would go with the consensus of council on this matter.

Councilmember Newland supported staff speaking with neighboring and peer cities to see what financial software they were using. Mr. Stasica indicated staff could complete this task.

Council consensus was to support waiting for further information on New World's official sunset date.

3.2. 2026-129 Sidewalk and Trail Plowing Procedure and Enforcement (45 Minutes)

Sponsors: Erik Thorvig, City Manager

City Manager Thorvig stated the topic of sidewalk plowing has been discussed by the city council several times over the past year. The current city ordinance states that "no owner or occupant of any property, in front of which or adjacent to which, a sidewalk has been constructed for use of the public, shall allow snow to remain upon the sidewalk longer than 48 hours after the snow has ceased to fall thereon." In other words, sidewalk plowing is the responsibility of the resident. However, the current practice/policy is that the city plows all sidewalks within the city which conflicts with the ordinance. Research indicates the city has plowed sidewalks dating back to the 1980s. The city has a Snow and Ice Removal policy that was adopted in 2002 and amended in 2009, 2017 and 2020 through action of the city council. The city council has had discussions regarding the conflict in the ordinance and policy dating back to 2000. However, no action has ever been taken to resolve the issue. Information was presented at the January 2026 retreat regarding the financial impact on the city of plowing sidewalks. The city expended annually, on average, \$18,856 in overtime costs over the last four years to plow sidewalks. Yearly expenses vary depending on the amount of snow received. If the city were to not plow sidewalks, there would be savings in overtime expenses and also result in a reduction in the sidewalk plowing fleet over time. The city council requested additional information at the January retreat regarding enforcement if the residents were required to plow sidewalks.

Mr. Thorvig reported staff was able to obtain a survey completed by the city of Bloomington, who surveyed 14 cities on their policies for sidewalk plowing. There is a mix of policies which will be touched on later in this report. Additionally, Blaine staff surveyed eight comparable Minnesota cities that require property owners to clear sidewalks adjacent to their properties. The purpose was to document current practices regarding deadlines,

enforcement approaches, notice procedures, clearance methods, penalties, and real-world outcomes. For cities that require residents to plow sidewalks, enforcement is complaint-driven in every case (no city uses proactive city-initiated inspections). Data was compiled from city responses in early 2026 and includes both quantitative details and qualitative comments provided by each city. At the April 13, 2026, workshop, council made the decision to have residents plow sidewalks adjacent to their property. The city would continue to plow sidewalks adjacent to city property and trails throughout the city.

Mayor Sanders explained he leaned towards requiring residents to clear the sidewalks in front of their homes.

Councilmember Massoglia indicated he supported the language in Option 3. He had concerns with the fact there was language that states the city would be in charge of maintaining some sidewalks for liability purposes. He stated he did not love the fact the city had to clear all of the county trails in the city. He supported staff creating a map that accomplishes the council's goals and having residents take care of their sidewalks as proposed within Option 3.

Councilmember Robertson suggested the sidewalks within HOA's and master associations be further considered as well. Mr. Thorvig stated these areas would be considered and noted adjustments could be made in the future.

Mayor Sanders explained he supported the city clearing the sidewalks within an HOA that have no driveways and residents can clear the sidewalks in front of their homes.

Councilmember Larson asked what the difference was between a sidewalk and a trail. Mr. Thorvig reported trails are blacktop and the sidewalks were concrete.

Councilmember Newland stated he was reluctant to state the city will clear some sidewalks within the Lakes, when other sidewalks in the community will not be cleared. He stated he would have preferred the city council not change the ordinance, but this action has already been taken. He believed in order to maintain consistency, backyard sidewalks could be cleared by the city, within the Lakes and throughout the city.

Mayor Sanders agreed, noting he did not believe residents should be responsible for clearing sidewalks behind their home.

Councilmember Ford supported the HOA within TPC covering the snow removal costs surrounding the stormwater pond.

Councilmember Larson indicated she could support the city clearing the TPC stormwater pond sidewalks because no properties back up to it.

Councilmember Robertson recommended the city be very clear on its messaging when it comes to which sidewalks were or were not going to be cleared.

Councilmember Massoglia stated he supported the language as proposed by staff noting there would be unique or special circumstances that required the city to clear some sidewalks. He indicated the overall goal was to reduce the sidewalk snowplow machine costs over time.

Councilmember Ford anticipated residents would be upset with the fact they would be losing a city service, parks were not being mowed and their property taxes continue to increase. He indicated this was a safety issue for him. He requested city staff make Ward 1 a priority in the same way The Lakes was a priority.

Councilmember Fleming asked what the replacement schedule was for the sidewalk snow plow machines. Public Works Director Fleischhacker reported one machine was scheduled to be replaced this year, but this was pulled off due to the decision that was made by the council. He explained the expense for this unit was \$250,000.

Councilmember Fleming questioned what the savings would be for the city over time. Mr. Fleischhacker stated he was uncertain at this time. He reported he would know more once the map was completed and the mileage could be calculated.

Mr. Thorvig discussed how HOA and common maintenance dues would increase for property owners after the city implements this ordinance.

Councilmember Ford stated it did not make sense to him to remove a core city service. He anticipated the city councilmembers would receive a lot of negative feedback when this ordinance was implemented.

Mr. Thorvig spoke to the importance of properly communicating this change with homeowners and asked if the council wanted communications sent to homeowners this fall or wait until the fall of 2027.

Councilmember Larson supported the city communicating with the public this fall with implementation in 2027.

Councilmember Newland stated he agreed with Councilmember Ford and anticipated this ordinance would not be well received by the public. He recommended property owners and HOA's be notified of the change this year in order to allow them to make adjustments to fees for the coming year with the ordinance being implemented in the winter of 2027.

Mr. Thorvig reported franchise fees would be rolled out later this year and staff was uncertain what kind of reaction the city would receive from these fees.

Council supported continuing sidewalk plowing for those property owners with sidewalks in their rear yard adjacent to a roadway but/for County road scenarios. Consensus was to plow the sidewalks in the TPC, HOAs in others, and notify property owners and HOAs this year for implementation of the ordinance in 2027.

4. Other Business

Council reviewed the Blaine Festival parade and schedule of events along with the plans for the 105th Avenue groundbreaking ceremony.

5. Adjournment

The workshop adjourned at 7:04PM.



City of Blaine

City Council

June 15, 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 7:09PM 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, Chris Massoglia, Tom Newland, and Jess Robertson.

ABSENT: None.

Quorum Present.

ALSO PRESENT: City Manager Erik Thorvig; Community Development Director Sheila Sellman; Deputy Police Chief Joe Gerhard; Finance Director Jason Zimmerman; Director of Administrative Services Scott Johnson; Director of Engineering Dan Schluender; City Attorney Tom Loonan; Parks and Recreation Director Jerome Krieger; 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 7:10PM.

Bruce Manthei, 4101 99th Avenue NE, shared continued concerns with the location of the electrical box at 99th Avenue and Lexington Avenue.

Richard Paulstrom, resident of Blaine, expressed concerns with the proposed Montean Meadows development at 3621 131st Avenue NE including blacktopping the entire road, retreating the road for dust and the speed of traffic. In addition, he was concerned with the fact the council wasn't receiving all the information received at the planning commission meeting.

Dave Werra, 3811 131st Avenue NE, shared concerns with the proposed Montean Meadows development and questioned how the current water tables would be impacted, along with the potential of wells going dry. He suggested pausing the development at this time until the impact on the water table could be fully understood.

Dave Uden, 13118 Quail Creek Drive, thanked council for their work on behalf of the community. He shared concerns regarding the lack of maintenance in city parks, including the no-mow areas and points in conflict with the city's strategic plan. He expressed concerns regarding decreased property values, lack of well-maintained infrastructure, and lack of staffing. He encouraged the city to address this concern on behalf of the residents of Blaine.

Jeanette Uden, 13118 Quail Creek Drive, shared concerns with the no-mow areas and the degradation that was occurring in city parks. She requested the city council prioritize city parks at the same level as the city's sports complexes.

Liz Grazulis, 3790 131st Avenue, shared safety concerns with speeding vehicles along 131st Avenue and how that will increase if the Montean Meadows development were approved. She indicated she was also concerned with the lack of elementary schools in her neighborhood.

Chris Grazulis, 3790 131st Avenue, reported he was of the opinion the proposed infrastructure for the Montean Meadows development was not sufficient for this area and he had safety concerns for children in his neighborhood.

Scott Coggins, 15043 Thrush Street in Andover, representing the Anoka County Election Integrity Team (ACEIT), shared concerns regarding the use of electronic poll books in Anoka County and encouraged the council to choose to use paper rosters.

There being no further input, Mayor Sanders closed the Open Forum at 7:34PM.

6. Communications

Councilmember Robertson encouraged the community to attend the upcoming Blaine Festival events.

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 Fleming, that the following items on the Consent Agenda be approved.

Motion adopted 6-0-1, (Councilmember Newland abstained on Item 7.1 due to a potential conflict of interest).

7.1. 2026-130 Schedule of Bills Paid

Sponsors: Jason Zimmerman, Finance Director

7.2. 2026-131 Approval of Minutes

Sponsors: Cathy Sorensen, City Clerk

7.3. RES 26-129 Resolution Approving a Premise Permit for Lawful Gambling Activity for Blaine Youth Hockey at Pizza Pub Prime, 2190 105th Avenue NE

Sponsors: Cathy Sorensen, City Clerk

7.4. 2026-132 Motion to Approve Payment to Axon Enterprises, Inc. for Police Department Interview Rooms

Sponsors: Brian Podany, Safety Services Manager/Police Chief

7.5. 2026-133 Motion to Authorize Temporary Removal of Parking Restrictions on 91st Avenue, 92nd Avenue, 92nd Lane and Baltimore Street to Accommodate Lettermen Sports Tent Sales on July 27, 2026 through August 2, 2026.

Sponsors: Daniel Schluender, Director of Engineering

- 7.6.** RES 26-114 Resolution to Receive Petition and Order Public Hearing for Vacation of 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
- 7.7.** RES 26-120 Resolution Accepting a Bid from Insituform Technologies USA, LLC in the Amount of \$48,233.98 for the 2026 Storm Sewer Lining Project, Improvement Project No. U2614
Sponsors: Daniel Schluender, Director of Engineering
- 7.8.** RES 26-121 Resolution Accepting a bid from Fields Contracting LLC in the Amount of \$138,370.00 for the 2026 Storm Outlet Project, Improvement Project U2616
Sponsors: Daniel Schluender, Director of Engineering
- 7.9.** 2026-134 Motion to Approve a Contract With Electric Pump for the purchase of Lift Station #12 pumps, Improvement Project No. U2608
Sponsors: Nick Fleischhacker, Public Works Director, Matt Withrow, Public Works Sewer/Storm Supervisor
- 7.10.** RES 26-130 Resolution Accepting a Bid from Davey Resource Group in the Amount of \$149,580 for the 2025 ReLeaf Grant Tree Inventory Project and Authorizing Execution of an Agreement
Sponsors: Nick Fleischhacker, Public Works Director, Kristofer Paulseth, City Forester
- 7.11.** RES 26-115 Resolution Supporting a Grant Application for The Active Transportation Local Pedestrian Facility Grant for the Pedestrian Bridge Over 105th Avenue
Sponsors: Sheila Sellman, Community Development Director

- 7.12.** RES 26-110 Resolution Granting a 10-Foot Variance from the 50-Foot Front Yard Building Setback and the 30-Foot Front Yard Parking Lot Setback Adjacent to Lexington Avenue for 4195 123rd Lane NE (Jerry's Foods); and a 10-Foot Variance from the 30-Foot Front Yard Parking Lot Setback Adjacent to Lexington Avenue for 4194 123rd Lane NE.(Multi-Tenant Building). HJ Development (Case File No. 26-0023/SLK)

Sponsors: Sheila Sellman, Community Development Director

- 7.13.** RES 26-111 Resolution Granting a Conditional Use Permit Amendment to Allow a 380 Square Foot Outdoor Dining Patio in a Town Commercial (B-5) Zoning District at 4194 123rd Lane NE. HJ Development (Case file No. 26-0024/ACK)

Sponsors: Sheila Sellman, Community Development Director

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

- 8.1.** ORD 26-2607 Public Hearing and First 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.
- Tonight, the council is asked to reconvene the public hearing and allow for additional comments, have the 1st reading of the proposed ordinance and continue the public hearing until July 6th.

- July 6, reconvene and then close the public hearing, have the 2nd reading and adopt the proposed ordinance.

Mayor Sanders reconvened the public hearing at 7:36PM.

There being no public input, Mayor Sanders continued the public hearing to the July 6, 2026, council meeting.

Declared by Mayor Sanders that Ordinance No. 26-2607, "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 to," be introduced and placed on file for second reading at the July 6, 2026 Council meeting.

8.2. ORD 26-2608 Public Hearing and First 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.
- Tonight, the council is asked to reconvene the public hearing and allow for additional comments, have the 1st reading of the proposed ordinance and continue the public hearing until July 6.
- July 6, reconvene and then close the public hearing, have the 2nd reading and adopt the proposed ordinance.

Mayor Sanders re-convened the public hearing at 7:37PM.

There being no public input, Mayor Sanders continued the public hearing to the July 6, 2026, council meeting.

Declared by Mayor Sanders that Ordinance No. 26-2608, "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," be introduced and placed on file for second reading at the July 6, 2026, Council meeting.

8.3. ORD 26-2609 Public Hearing and First 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.
- Tonight, the council is asked to reconvene the public hearing and allow for additional comments, have the first reading of the proposed ordinance and continue the public hearing until July 6th.
- July 6, reconvene and then close the public hearing, have the second reading and adopt the proposed ordinance.

Mayor Sanders re-convened the public hearing at 7:40PM.

There being no public input, Mayor Sanders continued the public hearing to the July 6, 2026, council meeting.

Declared by Mayor Sanders that Ordinance No. 26-2609, "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," be introduced and placed on file for second reading at the July 6, 2026, Council meeting.

9. Development Business

9.1. ORD 26-2606 Second Reading

Ordinance Approving a Rezoning from Farm Residential (FR) to Development Flex (DF) at 3621 131st Avenue NE. Montean Meadows (Mark Montean)
(Case File No. 26-0017/SLK)

Sponsors: Sheila Sellman, Community Development Director

Community Development Director Sellman stated the applicant is requesting a rezoning from Farm Residential (FR) to Development Flex (DF) to construct 86 single-family homes.

Mr. Schluender provided background information on the proposed street and sewer infrastructure and the costs to develop, including the lift station that would be paid for by the developer. He explained the developer has requested the city to participate in paying for the benefiting portion of city-owned property along 131st Avenue (estimated to cost \$128,000). In addition, the developer has requested that if a benefiting property develops within the next 12 years, that the allotted amount for 131st Avenue improvements for developing property, with interest, be reimbursed to the developer of Montean Meadows as well as the allotted amount for the trunk sanitary sewer and lift station improvements for developing property, with interest, would be reimbursed to the developer of Montean Meadows. Staff provided further comment on the concerns the city received from residents.

Ms. Sellman reported the planning commission reviewed this item on June 9, held a public hearing and recommended approval.

Moved by Councilmember Fleming, seconded by Councilmember Newland, to adopt the Second Reading of Ordinance No. 26-2606, Approving a Rezoning from Farm Residential (FR) to Development Flex (DF) at 3621 131st Avenue NE. Montean Meadows.

Councilmember Larson addressed the requests from the developer. She was of the opinion

that 12 years was too high a number. She reported she did not support the city paying for the infrastructure improvements along 131st Avenue. Mr. Schluender explained the original narrative from the developer was a 20 year period of consideration and the city has suggested a five to ten year time period. He indicated the developer proposed a 12 year time period.

Councilmember Fleming asked if there was any precedent for the city paying for infrastructure on city-owned property for other developments. Mr. Schluender reported developments have requested cost shares for city-owned parcels and the city has participated in past projects.

Councilmember Fleming requested clarification on who would be paying the allotted amounts, should a property develop in the next 12 years. Mr. Schluender explained if a private resident had a developer approach them for a future development, the future developer would be responsible for the allotted amount of outstanding infrastructure fees.

Councilmember Newland commented he fully supported the rezoning of this property as it was a continuation of development that began years ago.

Councilmember Robertson thanked the residents who spoke at the open forum regarding this development. She explained the council received 28 pages of public comment within the meeting packet for this item and noted she had watched the planning commission meeting. She indicated she was struggling with the rezoning of this property as well as the 12 year development timeframe. She stated she did not believe this project was complete but rather felt unfinished. She noted she lived on a gravel road with a well, so she could relate with the neighbors. She indicated it does not make sense for this road to go from gravel to pavement and then back to gravel.

Councilmember Larson asked if any of the developments that requested city participation occurred in the past five years and inquired if this request was common. Mr. Schluender stated in the last five years a condition like this has not come forward and noted this was not a common request.

Councilmember Ford explained he appreciated the comments Councilmember Robertson brought up, but noted he supported the rezoning of this property.

Councilmember Massoglia stated he appreciated the developer bringing this project forward and for addressing the concerns voiced by the council. He agreed the city participation and 12-year development term issues were still up in the air and a decision had to be made by the council. He suggested these topics be tabled to a future meeting, but noted he could support the rezoning moving forward at this time.

Councilmember Larson commented the developer was going to install the lift station. She inquired if the city would be on the hook for any of the costs to install the lift station. Mr. Schluender reported the installation costs for the lift station would be 100% covered by the developer.

Motion adopted 4-3 (Councilmembers Fleming, Larson, and Robertson opposed).

- 9.2.** RES 26-109 Resolution Granting Preliminary Plat Approval to Subdivide 39.68 Acres into 86 Single Family Lots and 2 Outlots to be Known as Montean Meadows at 3621 131st Avenue NE. Mark Montean (Case File No. 26-0017/SLK)
Sponsors: Sheila Sellman, Community Development Director

Ms. Sellman stated the applicant is requesting preliminary plat approval to develop the site into 86 single family lots and 2 outlots for wetlands and ponding.

Councilmember Massoglia reported the 12-year term for development was included in the resolution. He asked if the \$128,000 cost participation should also be included. Mr. Schluender asked for an amendment to the resolution to include the cost share participation or any portion thereof.

Councilmember Larson explained he did not like last minute surprises. He stated the previous discussion was to have cost participation if development occurred in the next five years. He supported this limit being set at five years instead of 12 years.

Moved by Councilmember Newland, seconded by Councilmember Massoglia, to adopt a Resolution as amended, Granting Preliminary Plat Approval to Subdivide 39.68 Acres into 86 Single Family Lots and 2 Outlots to be Known as Montean Meadows at 3621 131st Avenue NE with amendments to Conditions 2 and 3 from 12-year reimbursement to 5-year reimbursement for the developer to cover the cost of the installation of 131st Avenue, the installation of the lift station and trunk sanitary sewer.

City Manager Thorvig commented Conditions 2 and 3 reference the 12-year reimbursement timeframe and these references would be amended to the 5-year reimbursement timeframe.

Motion adopted 4-3 (Councilmembers Fleming, Larson, and Robertson opposed).

- 9.3.** RES 26-98 Resolution Granting a Conditional Use Permit to Allow the Construction of 86 Single-Family Homes in a Development Flex (DF) Zoning District at 3621 131st Avenue NE. Montean Meadows (Mark Montean) (Case File No. 26-0017/SLK)

Ms. Sellman stated the applicant is requesting a conditional use permit to allow the development of 86 single-family homes.

Moved by Councilmember Massoglia, seconded by Councilmember Newland, to adopt a Resolution Granting a Conditional Use Permit to Allow the Construction of 86 Single-Family Homes in a Development Flex (DF) Zoning District at 3621 131st Avenue NE.

Motion adopted 4-3 (Councilmembers Fleming, Larson, and Robertson opposed).

10. Administration

- 10.1.** RES 26-113 Resolution Accepting a Bid from Park Construction Company in the amount of \$577,651.95 for the 2026 Street Rehabilitation Project, Improvement Project No. T2605.

Sponsors: Daniel Schluender, Director of Engineering

Mr. Schluender stated the city council approved plans and specifications and ordered advertisement for bids for the 2026 Street Rehabilitation Project on April 20, 2026, with Resolution 26-63. The project will rehabilitate South Lake Boulevard from Lakes Parkway to Lakes Parkway. Mr. Schluender reported the proposed project will involve a bituminous mill and overlay with underseal and appurtenant construction, explained in more detail in the feasibility report.

Moved by Councilmember Larson, seconded by Councilmember Massoglia, to adopt a Resolution Accepting a Bid from Park Construction Company in the amount of \$577,651.95 for the 2026 Street Rehabilitation Project, Improvement Project No. T2605.

Councilmember Larson stated this was a road that led in and out of her neighborhood. She indicated the road had a number of potholes, and she received frequent complaints from her neighbors. She looked forward to having this street improvement project completed.

Councilmember Newland explained he was pleased to see this project was staying local and would be completed by Park Construction, which was a Blaine-owned business.

Motion adopted unanimously.

10.2. RES 26-107 Resolution Accepting Bids and Awarding a Contract to ODESA II in the Amount of \$395,661.17 for the Jim Peterson Park Improvements Project, Improvement Project No. P2606 and Associated Budget Amendments
Sponsors: Jerome Krieger, Park and Recreation Director

Parks and Recreation Director Krieger stated the city council previously approved a budget for the Parks Capital Improvement Program for the Jim Peterson Park Improvements in 2023, 2024, and 2026. City council awarded WSB a contract to prepare final design of plans and specifications with File Motion No. 2025-132 on June 2, 2025. Improvements will include construction of a paved ice rink, parking lot expansion, water and sanitary sewer extensions to a warming house/concession building (future), storm sewer improvements and construction of a stormwater basin.

Moved by Councilmember Newland, seconded by Councilmember Fleming, to adopt a Resolution Accepting Bids and Awarding a Contract to ODESA II in the Amount of \$395,661.17 for the Jim Peterson Park Improvements Project, Improvement Project No. P2606 and Associated Budget Amendments.

Councilmember Massoglia indicated he did not support this project. He did not support the city spending additional funds on this park when the park was functioning just fine. He thanked the city attorney for his memo regarding park dedication fees noting permanent park improvements can be funded by park dedication fees. He recommended the city not continue moving grandiose park improvement projects forward without the proper funding in place to maintain current parks. He indicated he also did not support the city spending \$75,000 to install utility lines for a future warming house when this funding could be used to mow the parks.

Councilmember Robertson explained she did not support this project moving forward either. She stated she greatly appreciated the passion Mr. Krieger had for the city's parks. She indicated she appreciated how the proposed project would address the parking issues within Jim Peterson Park, as well as creating pickleball courts for the public to use in the summer months. She reported her concern with this project was the extra \$75,000 that was being requested to install utility lines for a potential future warming house. She supported the council having a larger conversation on how to better manage the city's parks and park maintenance going forward. Mr. Thorvig explained the council will be discussing capital budgets on July 13, which includes parks and the funding sources for the 2027 park improvement projects. He stated the council would be discussing the future maintenance of the city's parks at a fall retreat.

Councilmember Fleming asked that Finance Director Zimmerman provide further comment on how the budget would be impacted if park dedication dollars were used to fund the

proposed project. Finance Director Zimmerman reported if dollars were moved from park projects it means less park projects could be completed. He stated currently the city has \$500,000 within the levy to support park projects and absent those dollars the projects would have to be reprioritized.

Councilmember Fleming explained she would be supporting this project with the installation of the utility lines because this would save the city dollars in the future. She noted all other hockey rinks in the city have warming houses. She indicated it would cost the city less to do it now than three or four years in the future.

Councilmember Ford inquired if this was a budgeted project. Mr. Krieger reported this project was included in the 2023 budget and funding has been set aside for the past three years.

Councilmember Ford stated this was a planned project and he would be offering his support.

Councilmember Fleming questioned what would happen to the funding for this project if it were not approved. Mr. Krieger stated the lights that were installed would be just lighting up the grass and if the parking lot were not approved, the parking concerns at this park would remain in place. He indicated the dollars for this project would remain in park dedication and would be reallocated for a future project.

Councilmember Fleming stated the residents had expectations for amenities in Blaine parks and noted she would be supporting this project.

Councilmember Larson explained she did not believe the previous comment regarding the prioritization of existing parks was fair. She reported this was an existing park in Blaine that had a very poor parking lot. She discussed how the proposed improvements would greatly enhance the park. She noted the installation of the utility lines would lead to a warming house in the future that would offer restrooms to guests, which would be a tremendous upgrade for this park.

Councilmember Newland stated 22 years ago, after moving to Blaine, he applied to serve on a city commission. He explained he was appointed to the park board. He indicated he knew nothing about the city's parks but noted he learned a great deal about the entire city and how the dollars were invested in the community. He reported he would be supporting this project moving forward.

Councilmember Massoglia explained he did not understand how the city council could say they want to lower taxes while, at the same time, spending millions of dollars on park improvement projects. He indicated this money could be used to lower taxes. He stated the

proposed project was not just "taking care of the park" but rather was a \$2 million investment when the city could not currently afford to mow its parks.

Councilmember Robertson called the question.

Motion adopted 5-2 (Councilmembers Massoglia and Robertson opposed).

11. Other Business

None.

12. Adjournment

Moved by Councilmember Fleming, seconded by Councilmember Robertson, to adjourn the meeting at 8:38PM.

Motion adopted unanimously.



City of Blaine

City Council Workshop

August 10, 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, Leslie Larson, Chris Massoglia, Tom Newland, and Jess Robertson.

ABSENT: Councilmember Chris Ford.

Quorum Present.

ALSO PRESENT: City Manager Erik Thorvig; Community Development Director Sheila Sellman; Deputy Police Chief Joe Gerhard; Finance Director Jason Zimmerman; Director of Administrative Services Scott Johnson; and Communications Manager Ben Hayle.

3. New Business

- 3.1.** 2026-159 Conditional Use Permit (CUP) Discussion II (30 Minutes)
Sponsors: Sheila Sellman, Community Development Director

Community Development Director Sellman stated conditional use permits (CUPs) are a common zoning application considered by the planning commission and city council. When either approving or denying a conditional use permit, the city council must make specific findings based on language in the zoning code. In the past several years, staff have recognized ambiguity in the existing code language and would like to discuss with council whether the language should be more direct. State Statute 462.3595 permits certain land

uses as conditional uses under zoning regulations. To approve a CUP, the proposed use must meet the standards and criteria outlined in the local ordinance. Conditions may be attached to the CUP to address and mitigate potential concerns related to the proposed use or location. Section 101-4 of the Blaine Zoning code outlines the criteria, process and revocation of CUPs. Though Minnesota Statutes authorize the ability for cities to address CUPs, cities are allowed the ability to set their own criteria for considering CUP requests. As mentioned, state statute does not provide the findings required in order to approve/deny a CUP. Each city adopts these findings through their zoning code. Staff proposes to revise the findings to enhance clarity and reduce subjectivity, making it easier to determine whether the use complies with the criteria. Staff provided further comment on the proposed changes.

Councilmember Robertson asked if additional conditions could be added to a planning case based on this criteria. Ms. Sellman reported additional conditions could be added to address council concerns or the criteria could be cited.

Councilmember Massoglia supported the city keeping this language more open ended versus creating an excessive burden.

Councilmember Fleming explained she supported the proposed language.

Councilmember Newland inquired how this recommendation would impact the school districts when it comes to absorbing more growth in the community. Ms. Sellman stated this matter was discussed internally by staff. She indicated staff could refer to the study that was completed by the school district to see how much more growth they could absorb.

Mayor Sanders suggested the term "public facilities" be more clearly defined.

City Manager Thorvig provided further comment on why it was better for the city to have data that shows why projects were being denied.

Councilmember Massoglia discussed how decisions for planning cases and proposed projects were somewhat subjective because it was hard to fully understand what the studies were saying. He encouraged the city to have more flexibility when it comes to considering CUPs.

Councilmember Robertson appreciated how the extra language would provide the council with extra latitude to add conditions to CUPs when necessary.

Further discussion ensued regarding the city's parking requirements.

Ms. Sellman thanked the council for their feedback and explained this item would be coming before the planning commission and city council in October.

3.2. 2026-160 2027 Budget - City & EDA Property Tax Levy (60 Minutes)
 Sponsors: Jason Zimmerman, Finance Director

Finance Director Zimmerman stated in accordance with the city's budget schedule, the August 10 Workshop was set aside for a presentation and discussion on the city managers' recommended 2027 budget and property tax levy. With the feedback received during prior public meetings, the current proposal was developed with the intent of aligning city council priorities with available financial resources to provide Blaine property owners, residents, and visitors with quality municipal services at a responsible tax level. Based on established guidance, staff have prioritized investments in capital assets that provide a broad benefit across the community, while minimizing additional ongoing operating requests. Because this document is being prepared in late July, many assumptions continue to be made based on trends in prior years' financial performance. Several factors may impact the final budget, including legislative changes, state mandates, economic shifts, and union negotiations. County-generated estimated market values for taxes payable in 2027 have yet to be provided, so at this time staff are unable to prepare an estimated tax capacity rate or impact scenario on the median valued single-family home. Additionally, metro-wide fiscal disparity information isn't anticipated until sometime in late August, which staff also need to calculate an accurate estimate of tax rate/impact. Staff provided the council with additional information regarding the 2027 budget and tax levy and reported the preliminary levy would have to be set by the council in September.

Mr. Thorvig explained the city was not funding the contract for Flock cameras with tax dollars but through public safety dollars.

Councilmember Larson asked how many Flock cameras the city had at this time. Mr. Thorvig reported the city had 30 Flock cameras.

Mr. Thorvig commended the council for making difficult financial decisions over the past several years, noting these decisions would lead to greater financial stability for the city going forward.

Councilmember Larson questioned when the street improvement plan was created and asked how many streets were improved by the \$250,000 the council used to set aside each year. Mr. Zimmerman explained the \$250,000 that was set aside only covered crack filling and seal coating expenses. He stated the street improvement plan was not created until 2018 or 2019 when the council committed to addressing the city's streets.

Councilmember Larson inquired why the city was not investing in street improvement projects prior to 2018. Mr. Zimmerman stated this was done to control the levy increases. Mr. Thorvig stated that since that time, the council has invested in street improvements and this has drive the debt levy from \$3.1 million to \$9.3 million. He reported addressing the streets was the right thing to do, but this came at a cost to the public.

Councilmember Newland requested staff provide the council with information on what future levy projections would look like. He stated he appreciated all of staff's efforts on the budget and levy noting the numbers for 2027 were lower than he anticipated they would be.

Councilmember Massoglia agreed the numbers were going in the right direction. He believed there had been a good faith effort by staff to reduce the budget and he thanked

staff for these efforts. He indicated he would be able to support this budget if some of the capital equipment and capital expenses were reduced. He suggested the level of pre-funding be reduced as well. He stated if the levy increase could get down to 7% or 7.5% he could offer his support.

Councilmember Fleming asked how many years the council has been working to pre-fund capital purchases. Mr. Zimmerman stated pre-funding began in 2024.

Councilmember Fleming commented on how the franchise fees would be used for road projects and would not be used for capital purchases. Mr. Zimmerman reported this was the case.

Councilmember Robertson thanked staff for taking action to address the budget based on the consensus of council. She stated it felt like there was a backup prioritization of what the real financial need was for the city. She explained she did not support cutting staff of city services, but commented on how she was struggling with the level of capital equipment expenditures included in the budget.

Mayor Sanders asked if the council would like to see the budget revised to include a 1% to 1.5% reduction in capital equipment expenditures.

Councilmember Fleming stated she would like to see this, noting she would like to see the council be united on the budget and tax levy.

Councilmember Newland supported reviewing the analysis with information on what the impact would be for reducing the capital equipment expenditures by 1% to 1.5%.

The consensus of the council was to direct staff to reduce the capital equipment expenditures by 1% to 1.5% for 2027.

Councilmember Fleming stated she appreciated the fact the council was having these conversations now versus in December.

Mayor Sanders agreed it would be amazing to have a 7-0 vote on the budget and tax levy stating he wanted to see the city on a strong financial path going forward. He reported there was not a lot of excess within the budget and any additional cuts in the budget would begin to impact core services.

Councilmember Massoglia questioned if the pavement management plan and capital equipment expenditures could be held flat for 2027. He suggested the \$500,000 proposed for the road grader also be eliminated from the budget. Mr. Thorvig stated staff could analyze and model this for the council.

Mr. Zimmerman then provided the council with further information on the EDA levy and how bond payments will impact the EDA in 2028.

Mr. Thorvig addressed the comments that have been made on social media regarding the 105th development and what the city is paying for versus financing. He explained what the numbers were saying was in 2028, the median value homeowner would be paying and

additional \$26 in 2027.

Councilmember Robertson asked if maxing out the EDA levy was necessary given how the EDA could sell land in 2027 to assist with making the bond payments in 2028. Mr. Thorvig reported for the 2027 levy, it made the most sense to max out the EDA levy. He explained if EDA land were sold in 2027 the proceeds could be used to assist with making the bond payments in 2029. He reported the financing for the bonds would then be looked at on a year to year basis after 2028 once things are up and running.

Councilmember Newland questioned when the proposed local options sales tax starts paying for costs. Mr. Thorvig indicated the intention was to use these dollars to pay for the Scheels and east parking ramp debt.

Mayor Sanders reported if the local options sales tax were approved by the legislature in 2027, the city could begin capturing sales tax revenues in the spring of 2028.

Councilmember Newland stated there were a lot of moving parts when it comes to the financing of all the pieces within the 105th redevelopment project.

Mayor Sanders agreed there were a lot of moving parts, but he appreciated the fact that Baker Tilly has stated the numbers work.

Councilmember Massoglia stated he would like to see any and all excess revenues received from this project used to pay back the EDA.

Councilmember Robertson indicated the EDA would have revenues being generated for one-half of 2028 because the stadium and Scheels would be coming online in the spring of 2028.

Councilmember Larson expressed concern with how the city's police and public works expenses would be going up as the 105th redevelopment district comes online.

Mayor Sanders explained the proposed local options sales tax language would allow the city to use these revenues for public safety expenditures. It was his hope that special events in the district would cover the cost for the law enforcement presence required for the event.

Mr. Zimmerman stated he was looking for council feedback on the EDA levy.

Councilmember Larson indicated she did not support maxing the EDA levy because she did not support the ramp.

Councilmember Newland commented he did not support the ramp originally either, but he did support the EDA levy as proposed in order to cover the bonds.

Mayor Sanders supported maxing out the EDA levy.

Councilmember Massoglia stated he supported maxing out the EDA levy as well, with the understanding all excess revenues would go back to the EDA.

Councilmember Robertson supported maxing out the EDA levy as well as Councilmember Massoglia's recommendation.

4. Other Business

Mr. Thorvig reported KSTP reached out to city staff and did an interview with Mayor Sanders regarding tax dollars, infrastructure investments and how attractive Blaine was at this time.

Communications Manager Hayle indicated the focus of the interview was on how Blaine was a growing city in the metro area and how this was impacting taxes.

Mayor Sanders reported KSTP has conducted similar interviews with other municipalities.

Mr. Thorvig provided the council with an update on broadband franchising.

Mayor Sanders encouraged the council to attend the ground breaking ceremony for The Farm at Lot C on Wednesday, August 12 at 1:00PM.

5. Adjournment

The workshop adjourned at 7:55PM.



City of Blaine

City Council Workshop

August 17, 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 5:34PM.

2. Roll Call

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

ABSENT: Councilmember Chris Ford.

Quorum Present.

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

3. New Business

- 3.1.** 2026-385 State Lobbying Agreement Discussion
Sponsors: Scott Johnson, Director of Administrative Services

Director of Administrative Services Johnson stated the city's current state lobbying contract expires at the end of 2026. The current contract is with Lockridge, Grindal, and Nauen. Requests for proposals were solicited in June for lobbying services in 2027 (and beyond depending on the length of contract). The firms who responded to the RFP are Lockridge,

Grindal, and Nauen, and Capitol Hill Associates. The proposed RFP amounts are as follows:

Lockridge, Grindal, and Nauen - \$38,000 per year

Capitol Hill Associates - \$42,000 per year

Mr. Johnson explained staff has requested two 20-minute presentations from the firms who responded to the RFP. Staff will request the firms leave the workshop after their presentations to allow for City Council discussion/direction on the top choice. It was noted a formal contract will be considered at a later date.

Ann Lenczewski and Alex Hassel, Lockridge, Grindal and Nauen representatives, provided the council with a presentation on their organization. The Lockridge, Grindal and Nauen team was introduced to the council. The meetings held with local legislators during the previous legislative session were discussed. The representatives were very proud of the great work that had been done to secure funding for the TH65 project. Further information was provided on the services their organization could provide the city, and it was noted Lockridge, Grindal and Nauen looked forward to continuing to work with the city of Blaine.

Councilmember Newland asked what kind of relationship building was taking place at this time. Ms. Hassel explained there was not much of an interim anymore and noted she continued her relationships with legislators all throughout the year. She commented on how her team was preparing for the upcoming election. Ms. Lenczewski further discussed how her bipartisan firm works with all individuals without choosing sides.

Councilmember Robertson questioned how the city could push back on the fact it appears Blaine has more than one ask for funding, when in fact the National Sports Center was owned by the state. Ms. Hassel discussed how her team worked to properly message the city's requests separate from the NSC. Ms. Lenczewski commented on how she worked to make legislators aware of the fact the NSC was not owned by Blaine, but has been subsidized by the city. She encouraged the city to pursue a bonding bill again this year.

Councilmember Massoglia inquired how Lockridge, Grindal and Nauen prioritized their time between the various cities they work for. Ms. Lenczewski explained her company does not take on every city and but rather works with the best cities. She commented on how she valued the relationship she had with the city.

Mayor Sanders thanked Lockridge, Grindal and Nauen for their professional presentation and comments.

Reid Lebeau, Nichole Ramalingam and Nick Zerwas, Capitol Hill Associates representatives, provided the council with a presentation on their organization. The entire Capitol Hill Associates team was introduced to the council. Detailed information was provided on the services their organization could provide the city, along with information on how their organization would assist the city council with navigating their legislative priorities. The representatives noted they have a great relationship with Senator Klobuchar, in the event she becomes the next governor. If Senator Klobuchar was not elected governor, this firm would put itself in the position to win regardless of the legislative makeup. It was noted the firm's goal was to remain balanced while getting the city to yeses during the 2027 legislative

session.

Mayor Sanders thanked the Capitol Hill Associates representatives for their presentation and for their lobbying efforts at the federal level.

Councilmember Newland asked what the differences were between lobbying in St. Paul versus Washington DC. Mr. Lebeau noted federal lobbying relies heavily on discussions with staff members while state lobbying allows for one-on-one discussions with legislators. He discussed how lobbying has become an art of persuasion.

Councilmember Robertson questioned what the city's biggest hurdles were at this time. Mr. Lebeau explained he was not hired to bring about the ideas to pursue for the city, but rather was hired to pursue the goals as directed by the council.

Mr. Lebeau thanked the council for allowing him to provide a presentation on his organization and stated he would love the opportunity to do more for the city of Blaine.

City Manager Thorvig discussed the history the city had with both lobbying firms.

Councilmember Fleming inquired if it would be best for the city to position itself with a lobbyist that has a relationship with the new governor once elected. Mayor Sanders stated relationships are key when it comes to lobbying and anticipated the next governor would be more involved with the legislature than the current governor.

Councilmember Newland questioned why the council had to decide on a lobbyist now, versus waiting until after the election. He was of the opinion that both presentations were well done, but he was reluctant to make a decision at this time. Mr. Thorvig indicated staff was seeking a decision now in order to establish relationships and get meetings set up for the upcoming legislative session.

Councilmember Massoglia stated he believed the presentation provided by Capitol Hill was very well done, and he liked how this organization was focused on results. In addition, he appreciated the federal lobbying efforts that were completed by Capitol Hill for the TH65 project.

Councilmember Fleming indicated she supported moving forward with Capitol Hill as well.

Councilmember Robertson asked that staff speak with local legislators to see how well they have worked with Capitol Hill in the past.

Councilmember Newland stated he supported remaining with Lockridge, Grindal and Nauen given their history with the city.

Councilmember Larson inquired if either lobbyist company had worked to address local control. Mr. Thorvig commented Lockridge, Grindal and Nauen knew the city's position but relied on Metro Cities to champion the efforts around local control.

Councilmember Larson reported she did not believe it would matter who was governor as it appears both firms were bipartisan. She stated if she had to choose one she would support

moving forward with Capitol Hill.

Mayor Sanders agreed, noting the priority was to have lobbyists that can work to get bills through the legislature.

Councilmember Robertson indicated she could support either lobbyist team, but noted she was leaning towards Capitol Hill.

Council consensus was to move forward with Capitol Hill Associates and the council directed staff to schedule formal contract approval for the September 9, 2026, city council meeting or shortly thereafter.

4. Other Business

Community Development Director Sellman provided an update on the possibility of rezoning Pizza Pub/Prime to PBD as it would open up more possibilities for signage and if supportive of the concept, staff would bring this item forward to the September planning commission meeting. She indicated an update will be brought forward for the 105th Avenue redevelopment district in the future as well.

Mr. Thorvig discussed an event that occurred at Tom Ryan Park over the weekend and commented on the behavior occurring in the adjoining Veterans Memorial Park. He reported there were more than 150 people involved, and only 125 people were allowed in the park, which resulted in the event being shut down by the police department.

5. Adjournment

The workshop adjourned at 6:59PM.

Signed by



Tim Sanders, Mayor

Signed by



Catherine M. Sorensen, City Clerk



City of Blaine

City Council

August 17, 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 7:00PM 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, Leslie Larson, Chris Massoglia, Tom Newland, and Jess Robertson.

ABSENT: Councilmember Chris Ford.

Quorum Present.

ALSO PRESENT: City Manager Erik Thorvig; Community Development Director Sheila Sellman; Safety Services Director/Police Chief Brian Podany; Finance Director Jason Zimmerman; Director of Administrative Services Scott Johnson; Director of Engineering Dan Schluender; Housing Program Coordinator Elizabeth Showalter; City Attorney Eric Larson; 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 7:07PM.

Bruce Manthei, 4101 99th Avenue NE, shared continued concerns regarding the electrical box location at 99th/Lexington Avenue and the council's lack of response to his concerns.

Augustin, 11641 Washington Street NE, expressed concerns regarding automated license plate readers (ALPRs) in the community and expressed anger regarding the installation of Flock cameras in the city. He was of the opinion this was a violation of constitutional rights and is AI mass surveillance.

Jimmy, 1152 7th Street, requested the council remove the Flock cameras in the community and shared concerns about mass surveillance. He explained these systems are not properly governed, impede on individuals' rights, and go beyond the intended scope.

Masih Mohammed, 12081 7th Street, spoke against the Flock cameras in the community and noted he opposed the proposed franchise fees. He stated he lived on a fixed income and could not afford additional taxes from the city.

Deanna Belkadi, 2095 131st Court NE, expressed concerns regarding the proposed tax levy, franchise fees, parking ramp in the 105th District, and the Flock cameras in the community. She was of the opinion there had been a lack of transparency with the public and explained she was looking to move out of Blaine.

Mona Hussein, 12572 Quemoy Street NE, stated she had concerns with the proposed levy and franchise fees.

There being no further input, Mayor Sanders closed the Open Forum at 7:18PM.

6. Communications

Chief Podany invited members of the audience to further share their concerns with Sergeant Wes Villegas as he was present at this meeting and discussed the FAQ section regarding Flock cameras that was available on the city's website.

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.

Councilmember Newland stated he would be abstaining from Item 7.1 due to a conflict of interest.

Motion adopted unanimously (Councilmember Newland abstained from Item 7.1).

- 7.1.** 2026-161 Schedule of Bills Paid
Sponsors: Jason Zimmerman, Finance Director
- 7.2.** 2026-162 Approval of Minutes
Sponsors: Cathy Sorensen, City Clerk
- 7.3.** RES 26-149 Resolution Granting Final 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. 26-0041/SLK)
Sponsors: Sheila Sellman, Community Development Director
- 7.4.** RES 26-153 Resolution to Declare Cost to be Assessed, Order Preparation and Call for Public Hearing on Proposed Assessment for 2024 Southwest Area Street Reconstruction Project, Improvement Project No. 24-07 (T2407)
Sponsors: Daniel Schluender, Director of Engineering
- 7.5.** RES 26-166 Resolution to Approve Joint Powers Agreement No. GR_00815 with Anoka County for the Signalization of CSAH 14 (125th Ave NE) at Zest Street NE, Improvement Project No. T2611 and Associated Budget Amendments
Sponsors: Daniel Schluender, Director of Engineering
- 7.6.** RES 26-167 Resolution to Approve Amended Joint Powers Agreement (JPA) No. CCON26-000486-V1 with Anoka County for Intersection Improvements at CSAH 52 (Radisson Road) and CSAH 12 (109th Avenue) and Signalization at Mankato Street/Tournament Players Pkwy and CSAH 12 (109th Avenue), Improvement Project No. T2518 and Associated Budget Amendment
Sponsors: Daniel Schluender, Director of Engineering
- 7.7.** 2026-163 Motion to Authorize Night Time Paving Operations for the CSAH 52 (Radisson Road) and CSAH 12 (109th Avenue) Intersection Improvements Project
Sponsors: Daniel Schluender, Director of Engineering

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

- 8.1.** RES 26-152 Resolution Granting a Conditional Use Permit to Allow Office, Manufacturing, and Warehouse in the Planned Business District (PBD) Zoning District at 3785 Pheasant Ridge Drive NE. MSMWPR-1 LLC (Karl Dungs Inc.) (Case File No. 26-0042/SLK)
Sponsors: Sheila Sellman, Community Development Director

Community Development Director Sellman stated the applicant is requesting a conditional use permit (CUP) to allow manufacturing, office, and warehousing in a Heavy Industrial (I-2) zoning district.

Mayor Sanders opened the public hearing at 7:28PM.

Scott Schindlbeck, President/CEO of Karl Dungs, Inc., explained he was available for questions or comments.

Bruce Manthei asked how building construction was vetted in the wetland area and questioned how the drainage would be managed.

Ms. Sellman explained this was an existing building, so there would not be any impacts on the wetlands. She reported that any new buildings constructed in the city would have to go through watershed approval where the wetland impacts and drainage would be evaluated.

There being no additional public input, Mayor Sanders closed the public hearing at 7:31PM.

Moved by Councilmember Robertson, seconded by Councilmember Massoglia, to adopt a Resolution Granting a Conditional Use Permit to Allow Office, Manufacturing, and Warehouse in the Planned Business District (PBD) Zoning District at 3785 Pheasant Ridge Drive NE.

Motion adopted unanimously.

- 8.2.** RES 26-154 Resolution Granting a Conditional Use Permit for a Sign Plan that Includes Four Wall Signs and One LED Display per Section 117-23 of the Zoning Code, in the 105th Avenue Redevelopment District (RD) Zoning District at 2105 105th Avenue NE. Scheels All Sports Inc. (ISG) (Case File No. 26-0044/SAS)
Sponsors: Sheila Sellman, Community Development Director

Ms. Sellman stated Scheels is seeking a conditional user permit for signage per Section 117-23 (12) of the zoning code, "any signage not specifically permitted pursuant to section 117-34", which regulates signage for the district. The proposed signage includes four wall signs and one LED sign. Staff provided detailed information on othe proposed signs and recommended approval of the CUP request.

Mayor Sanders opened the public hearing at 7:34PM.

There being no public input, Mayor Sanders closed the public hearing at 7:34PM.

Moved by Councilmember Robertson, seconded by Councilmember Massoglia, to adopt a Resolution Granting a Conditional Use Permit for a Sign Plan that Includes Four Wall Signs and One LED Display per Section 117-23 of the Zoning Code, in the 105th Avenue Redevelopment District (RD) Zoning District at 2105 105th Avenue NE.

Councilmember Newland indicated he did not fully support the proposed sign request, noting there was no compromise on Scheels part.

Josh Remer, Scheels representative, discussed the reasons for the signage request noting the proposed signage would assist with attracting new customers and he wanted to ensure these customers were aware of the store location.

Councilmember Newland commented on how the signage needs for the 105th district have evolved over time and noted he believed the sign request from Scheels was too much.

Councilmember Larson discussed the property across the street from Scheels noting Scooters Coffee had made several requests to the city for additional signage and these requests were denied by the council. She explained she would be supporting the request for additional signage and reported if this request were approved, she would expect the sign request for the building across the street to be reconsidered.

Mayor Sandres asked if the city approved additional signage for the building across the street. Ms. Sellman reported an ordinance amendment was approved for the building across the street, in order to allow for more signage.

Councilmember Robertson noted a 250,000 square foot building was never part of the original plan for the 105th redevelopment district. She indicated Scheels was larger than Target or Walmart and encouraged the council to compare apples to apples when considering this request.

Councilmember Fleming thanked staff for the detailed information on this sign request. She explained the request from the building across the street was an ordinance amendment and not a CUP.

Motion adopted 5-1 (Councilmember Newland opposed).

8.3. ORD 26-2610 Public Hearing

An Ordinance Implementing an Electric Service Franchise Fee on Connexus Energy, a Minnesota Cooperative, its Successors and Assigns, for Providing Electric Service Within the City Of Blaine

Sponsors: Jason Zimmerman, Finance Director

Finance Director Zimmerman requested the council consider an ordinance implementing an electric service franchise fee on Connexus Energy, A Minnesota Cooperative, its successors and assigns, for providing electric service within the city of Blaine. Staff provided a detailed

report on the proposed franchise fees and requested the council reconvene the public hearing, take public testimony and noted no action on this item would occur until September.

Mayor Sanders reconvened the public hearing at 7:59PM.

There being no public input, Mayor Sanders closed the public hearing at 8:00PM.

No action was taken by the council; action will occur on this item no earlier than September 9.

8.4. ORD 26-2611 Public Hearing

An Ordinance Implementing a Gas Service Franchise Fee on Circle Pines Public Utilities, D/B/A Centennial Utilities, a Minnesota Municipal Corporation, its Successors and Assigns, for Providing Gas Energy Service Within the City of Blaine

Sponsors: Jason Zimmerman, Finance Director

Mr. Zimmerman requested the council consider an ordinance implementing a gas service franchise fee on Circle Pines Public Utilities, D/B/A Centennial Utilities, a Minnesota Municipal Corporation, its successors and assigns, for providing gas energy service within the city of Blaine. Staff provided a detailed report on the proposed franchise fees and requested the council reconvene the public hearing, take public testimony and noted no action on this item would occur until September.

Mayor Sanders reconvened the public hearing at 8:00PM.

There being no public input, Mayor Sanders closed the public hearing at 8:00PM.

No action was taken by the council; action will occur on this item no earlier than September 9.

8.5. ORD 26-2612 Public Hearing

An Ordinance Implementing a Gas Service Franchise Fee on Centerpoint Energy Resources Corp., D/B/A Minnegasco, a Delaware Corporation, its Successors and Assigns, for Providing Gas Energy Service Within the City of Blaine

Sponsors: Jason Zimmerman, Finance Director

Mr. Zimmerman requested the council consider an ordinance implementing a gas service franchise fee on Centerpoint Energy Resources Corp., D/B/A Minnegasco, a Delaware Corporation, its successors and assigns, for providing gas energy service within the city of Blaine. Staff provided a detailed report on the proposed franchise fees and requested the

council reconvene the public hearing, take public testimony and noted no action on this item would occur until September.

Mayor Sanders reconvened the public hearing at 8:00PM.

Deanna Belkadi, 2095 131st Court NE, explained that the addition of a franchise fee should be considerate of the economy and noted her electric bill has doubled in the last year with no additional usage. She encouraged the council to consider how tough the economy was at this time.

City Manager Thorvig commented on how the city was proposing to use franchise fees in order to eliminate the need to bond for the city's street improvement projects.

Dusty Peterson, resident of Blaine, discussed how a street was reconstructed near his house last year. He was of the opinion the reconstruction was not necessary. He then commented on the numerous ways residents of Blaine were being taxed and urged the city to bring forward a balanced budget that did away with niceties.

There being no additional public input, Mayor Sanders closed the public hearing at 8:03PM.

No action was taken by the council; action will occur on this item no earlier than September 9.

8.6. ORD 26-2613 Public Hearing

An Ordinance Implementing an Electric Service Franchise Fee on Northern States Power Company, D/B/A Xcel Energy, a Minnesota Corporation, its Successors and Assigns, for Providing Electric Service Within the City of Blaine

Sponsors: Jason Zimmerman, Finance Director

Mr. Zimmerman requested the council consider an ordinance implementing an electric service franchise fee on Northern States Power Company, D/B/A Xcel Energy, a Minnesota Corporation, its successors and assigns, for providing electric service within the city of Blaine. Staff provided a detailed report on the proposed franchise fees and requested the council reconvene the public hearing, take public testimony and noted no action on this item would occur until September.

Mayor Sanders reconvened the public hearing at 8:06PM.

There being no public input, Mayor Sanders closed the public hearing at 8:06PM.

No action was taken by the council; action will occur on this item no earlier than September 9.

8.7. ORD 26-2614 Public Hearing

An Ordinance Implementing a Gas Service Franchise Fee on Northern States Power Company, D/B/A Xcel Energy, a Minnesota Corporation, its Successors and Assigns, for Providing Gas Energy Service Within the City of Blaine

Sponsors: Jason Zimmerman, Finance Director

Mr. Zimmerman requested the council consider an ordinance implementing a gas service franchise fee on Northern States Power Company, D/B/A Xcel Energy, a Minnesota Corporation, its successors and assigns, for providing gas energy service within the city of Blaine. Staff provided a detailed report on the proposed franchise fees and requested the council reconvene the public hearing, take public testimony and noted no action on this item would occur until September.

Mayor Sanders reconvened the public hearing at 8:08PM.

There being no public input, Mayor Sanders closed the public hearing at 8:08PM.

No action was taken by the council; action will occur on this item no earlier than September 9.

9. Development Business

None.

10. Administration

- 10.1.** RES 26-162 Revised Resolution Authorizing Submittal of LCCMR Grant Application for the Blaine Wetland Sanctuary (BWS) Trail, Improvement Project No. P2405 (25-08)

Sponsors: Daniel Schluender, Director of Engineering

Director of Engineering Schluender stated council is requested to approve a revised resolution authorizing the submittal of the LCCMR - ENRTF Grant application for the Blaine Wetland Sanctuary (BWS) Trail Development, Improvement Project No. P2405 (25-08). The Legislative-Citizen Commission on Minnesota Resources (LCCMR) is recommending \$2,167,000 in funding from lottery proceeds for the construction of the southern Blaine Wetland Sanctuary boardwalk and trail. As part of this grant process the LCCMR has requested additional documentation to be completed at this time. Part of the documentation requested is a revised resolution with the following language added to the operative clause of the resolution:

"That the city of Blaine has the financial capability to ensure adequate operation and maintenance of the project once completed."

Mr. Schluender reported council passed the original resolution 26-41 on March 2, 2026 authorizing the submittal of the LCCMR grant application for this project. The grant application was submitted requesting \$2,350,000 in funding (\$2,167,000 is recommended for award), for construction costs only, for the first two phases of the trail (southern trail segments). The total estimated construction costs for the first two phases is approximately \$5,871,000. The grant funds will help close the gap between the funding allocated in the capital improvement plan and expected construction costs for the two proposed phases of the trail. The proposal was one of the highest ranked among the 434 proposals submitted and was a joint effort of the engineering and planning departments and was awarded nearly the full amount requested. The final awards must be approved by the legislature and governor during the 2027 session, which will happen sometime between January and May 2027, at which point the city will publicize the award. Construction could begin as early as fall 2027. The current capital parks budget identifies this project for 2031 and discussions with council and modifications to the capital plan would need to occur if construction were to occur sooner.

Mr. Thorvig stated this was an exciting project that the council has struggled with due to funding and if the city were able to secure a grant, this project may become a reality. He indicated the grant still has to be approved by the legislature, which would occur in May of 2027.

Moved by Councilmember Robertson, seconded by Councilmember Larson, to adopt a Revised Resolution Authorizing Submittal of LCCMR Grant Application for the Blaine Wetland Sanctuary (BWS) Trail, Improvement Project No. P2405 (25-08).

Councilmember Massoglia thanked Director of Engineering Schluender for his efforts to pursue this grant funding. He asked what the city would be committing to through the grant application. Mr. Schluender explained the council would be committing to the fact the city of Blaine has the financial capability to ensure adequate operation and maintenance of the project once completed.

Councilmember Massoglia indicated he could support this grant application moving forward but noted he did not support the parks capital improvement plan.

Motion adopted unanimously.

- 10.2.** RES 26-164 Resolution to Initiate Project and Order Preparation of Feasibility Report for the 2027 Laddie Lake Area Street Reconstruction, Improvement Project No. 27-04 (T2704)
Sponsors: Daniel Schluender, Director of Engineering

Mr. Schluender stated council is being asked to initiate a 2027 Pavement Management Program project for the 2027 Laddie Lake Area Street Reconstructions, Improvement Project No. 27-04. If approved, this Resolution initiates the proposed 2027 Laddie Lake Area Street Reconstruction project and orders the preparation of a feasibility report.

Moved by Councilmember Newland, seconded by Councilmember Massoglia, to adopt a Resolution to Initiate Project and Order Preparation of Feasibility Report for the 2027 Laddie Lake Area Street Reconstruction, Improvement Project No. 27-04 (T2704).

Motion adopted unanimously.

- 10.3.** 2026-164 Motion to Authorize Mayor and City Manager to Enter into a Contract with Bolton & Menk, Inc. for Professional Engineering Services for the 2027 Laddie Lake Area Street Reconstruction Project, Improvement Project No. 27-04 (T2704).
Sponsors: Daniel Schluender, Director of Engineering

Mr. Schluender stated council is requested to approve a contract from Bolton & Menk for professional services for preliminary design and preparation of a feasibility report for the 2027 Laddie Lake Area Street Reconstruction Project, Improvement Project No. 27-04 in the amount of \$103,042. Bolton & Menk has provided the requested letter of proposal for the 2027 Laddie Lake Area Street Reconstruction Project, Improvement Project No. 27-04. The proposal, in the amount of \$103,042, is for preliminary design and preparation of a feasibility report for the project. Staff reviewed the proposal, compared it with previous proposals for similar projects, and determined that the fees are justified and reasonable. After completion of the feasibility report and upon ordering the improvements, a contract for final design and construction services would be negotiated with Bolton & Menk. This project will be funded through proposed project assessments, Pavement Management Program funds, and Public Utility funds.

Moved by Councilmember Newland, seconded by Councilmember Fleming, to Authorize Mayor and City Manager to Enter into a Contract with Bolton & Menk, Inc. for Professional Engineering Services for the 2027 Laddie Lake Area Street Reconstruction Project, Improvement Project No. 27-04 (T2704).

Motion adopted unanimously.

11. Other Business

None.

12. Adjournment

Moved by Councilmember Robertson, seconded by Councilmember Newland, to adjourn the meeting at 8:18PM.

Motion adopted unanimously.



City of Blaine Staff Report

File Number: 2026-171

Agenda Date	Status
September 9, 2026	
In Control	File Type
City Council	Motion

Approval of Consent Agenda: - Jason Zimmerman, Finance Director

Agenda Item # 7.3

Motion to Appoint the City's External Audit Firm and Authorize a Contract for Auditing Services

Executive Summary

The Council is asked to appoint the City's external auditing firm and authorize staff to execute a three-year contract for audit services with options to renew two additional years.

Background

In July 2026, staff sent a Request for Proposals for audit services to seven audit firms that currently audit municipalities in the State of Minnesota. All seven firms submitted proposals. Firms were required to propose fees not only for standard audit services, but also for: financial statement preparation and publication; conducting a federal single audit (as needed); preparation of required information regarding GASB 68; assistance with the Management's Discussion and Analysis; assistance with stat tables required for audit; and completion of OSA reporting form.

Finance staff, in consultation with the City Manager, reviewed the seven proposals. Proposals were reviewed for specific requirements including:

- General Requirements: licensed to practice in Minnesota, proof of adequate continuing education, no conflicts of interest.
- Technical Qualifications: experience with comparable government engagements, experience with the Government Finance Officers Association certificate of excellence program, location of the offices performing the audit.
- Audit Approach: level of staff (partner, manager, supervisor, other) and number of hours assigned to each, use of technology to conduct audits, availability throughout the year for questions.
- Other Consideration: anticipated audit problems, cost of audit.

Staff support continuing our engagement with Redpath following a comprehensive evaluation of all seven proposals. Founded in 1971 and supported by a local team of more than 260 professionals, Redpath is a recognized industry leader whose extensive municipal accounting expertise provides exceptional value. Their proposal ranked as the second lowest in cost among all bidders while offering robust, hands-on involvement from senior managers and directors throughout the audit process.

The benefits of an exceptional audit extend well beyond verifying the accuracy of financial statements. Redpath has consistently demonstrated a strong understanding of the city's financial operations by delivering meaningful, value-added improvements. Maintaining our partnership with Redpath ensures continuity, familiarity with the city's fund structures, and ongoing expert guidance that supports long-term fiscal integrity. Their proven performance, technical expertise, and committed leadership make them an excellent candidate for audit services. Redpath and Company, Ltd. has been the City's Auditors since 2009 and have performed exceptionally during their tenure.

Staff recommend reappointing Redpath and Company, Ltd. to perform the City's financial audit for the next three-year period, covering fiscal years ending December 31, 2026 through 2028, at the proposed fees outlined below, with the option to mutually negotiate services for 2029 and 2030.

- 2026: \$69,500
- 2027: \$72,300
- 2028: \$75,200
- 2029 & 2030: to be negotiated

Additional services may be required for items such as the implementation of any new Governmental Accounting Standards Board (GASB) pronouncements. Any additional services would be performed by Redpath and Company, Ltd. under a separate engagement and could result in additional fees.

Strategic Plan Relationship

By attesting to the veracity of the city's financial statements, the annual audit provides an independent confirmation that the city is meeting its strategic priority of financial sustainability.

Board/Commission Review

None required.

Financial Impact

The City annually appropriates funding for the statutorily required audit.

Public Outreach/Input

None required.

Staff Recommendation

By Motion, appoint Redpath & Company, Ltd. as the City's independent auditor and authorize staff to execute a three-year contract for audit services with options to renew two additional years.

Attachment List

1. Proposal

Proposal for:

City of Blaine

Independent Professional Auditing Services

For Fiscal Years Ending December 31, 2026 - 2028

Submitted by:
Andy Hering, CPA
Partner

ahering@RedpathCPAs.com

651.407.5877

Proposal Date: August 14, 2026

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LETTER OF TRANSMITTAL

August 14, 2026

Kyle Stasica, Assistant Finance Director
City of Blaine
10801 Town Square Drive
Blaine, MN 55449

Dear Kyle:

We are pleased to present this proposal to the City of Blaine. We are excited about the opportunity to continue to serve your needs by providing efficient, high-quality audit services. With 55 years of experience serving local governments, Redpath and Company (Redpath) is well-equipped and eager to meet your needs with expertise and professionalism.

What You Can Expect from Redpath

Proven Process for Service Delivery – Andy Hering and Lyndsey Peck will ensure accountability and consistent communication. Both Andy and Lyndsey will be actively involved in the audit and are available throughout the year to answer any questions you may have. By spending time with you to understand the City's activities, we will proactively address issues, provide solutions, and keep you informed about evolving accounting standards.

Proactive, Collaborative Relationship – We prioritize open discussions to identify potential concerns before they become audit findings or impact your operations. We strive to work with you and do not audit with a "gotcha" attitude.

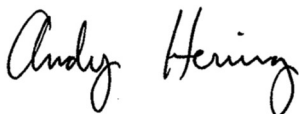
Efficient and Timely Delivery of Service – We understand the work to be performed as described in the Scope of Services section on page 16 and commit to performing the work within the timeframe outlined on page 18. You can be sure that once the audit commences, you will be the primary focus of your assigned audit team. This approach minimizes the duration of the audit and accelerates issuance of our reports.

Based on the approach summarized above and our history of providing high-level services to the City of Blaine, we believe Redpath is best qualified to serve as the City's auditor.

This proposal is a firm and irrevocable offer for a period of 90 days.

Thank you for considering Redpath! We look forward to providing the City of Blaine with a friendly, professional, and high-quality audit experience.

Sincerely,

A handwritten signature in black ink that reads "Andy Hering".

Andy Hering, CPA
Partner



FIRM QUALIFICATIONS AND EXPERIENCE

OVERVIEW

Redpath and Company is a full-service public accounting firm helping individuals and organizations – including local governments, businesses, and nonprofits – make better and more informed decisions that contribute to their mission and financial well-being. With over 260 staff in our St. Paul, White Bear Lake and Fargo offices, the firm ranks as one of the largest in the Twin Cities metro area and a top 130 firm by revenue in the nation.

Year founded: 1971

International Affiliation: HLB International

Headquarters: St. Paul, Minnesota

Other Office Locations:

- White Bear Lake, Minnesota
- Fargo, North Dakota

Management Model: EOS® (“Traction”)

Employees: 263

Partners: 23

Assurance and Accounting Professionals: 76

- Government audit staff: 17

Tax Professionals: 84

Consulting Professionals: 40

Operations: 23

Administrative/Support Staff: 17

Top Industries Served: Government;
Nonprofit; Manufacturing, Trucking & Logistics;
Construction, Real Estate and Engineering;
Private Equity; ESOP Companies; Technology



SPECIALIZED GOVERNMENT SERVICES

- Audit and Assurance
- Accounting & Management Outsourcing
- GASB Implementation
- Debt Service Fund Analysis
- Cost Allocation Studies
- Sales and Use Tax Compliance
- Payroll Services
- Internal Control Studies
- Forensic Accounting
- Employee Benefits
- Performance and Process Optimization
- Regulatory Audit Assistance

ADDITIONAL SERVICES

In addition to government audit expertise, we have a full range of services available to you, including:

- Tax
- M&A Advisory
- Research & Development Tax Credit Services
- Valuation Services
- Wealth Advisory



REDPATH CLIENT SERVICE

Unrivaled Attention

Redpath has a process of delivering value where your audit partner is held accountable to deliver on our promise by spending time with you to proactively identify issues and solutions. Your compliance requirements will be met with on-time deliverables, thorough communication, and a solid understanding of your operations and goals. We are a good fit for organizations that appreciate this kind of attention and access to their Redpath team year-round.

Continual interaction with you provides an opportunity to discuss financial, accounting, and audit topics that can help with fiscal year planning, annual audit preparation, and improvements to your processes and procedures – reducing the potential for unexpected issues or surprises. This high level of attention means you stay informed and up-to-date with changing regulations, accounting standards, and industry conditions that affect your organization. The quoted fees also provide access to your audit team throughout the year. If you have routine questions, assistance is only a phone call or email away—and all of your inquiries must be returned within 24 hours or sooner.

DIVERSITY, EQUITY, AND INCLUSION

Redpath is committed to fostering a diverse, equitable, and inclusive workplace through targeted recruitment, retention, and advancement initiatives. Our Affirmative Action Plan ensures fairness in hiring and promotion, while partnerships, career events, and talent development programs help build a more inclusive workforce. To further support equity and inclusion, we recently launched the Redpath Affinity Group, which fosters community, professional growth, and cultural awareness among employees. We continually refine our policies to remove barriers and promote equal opportunities, ensuring a workplace where all employees feel valued and empowered.

WHY CHOOSE REDPATH AND COMPANY?

Unrivaled Attention	• Gain practical insights to help make smart, informed decisions. • Stay updated on changing regulations, accounting standards, and industry conditions. • Expect responses to phone calls and emails within 24 hours or less.
Trained and Experienced Staff	• Leverage the expertise of 17 professionals specializing in government audits. • Entry-level staff are not assigned to government clients as training opportunities. • Benefit from the expertise of a 260-person, full-service firm with deep expertise beyond audit services.
No Surprises	• You will approve all billing in advance—no surprise charges. • A detailed planning process ensures all expectations are understood and met. • Audit findings are thoroughly reviewed with you before finalization--ensuring all relevant information is considered
Proactive and Detail-Oriented Approach	• Stay informed about industry changes affecting your operations. • We balance a big-picture view with a focus on the unique details of your organization.
Efficient and Timely Delivery of Services	• Audit fieldwork will be completed by June 5, 2027. • Final reports will be issued by June 20, 2027.
Smooth and Efficient Audit Process	• When needed, we augment our preferred in-person approach by leveraging technology for a smooth and seamless remote experience. • A customized “client-to-provider list” sets clear expectations.
Open and Collaborative Conversation	• Your voice will be heard, and your input is of the utmost importance. • Open dialogue allows us to address operational or organizational changes that may impact your financial and accounting needs.
Consistent and Reliable Audit Staff	• We prioritize staff continuity at senior levels to ensure familiarity and efficiency. • Our respectful and supportive work environment leads to better employee retention and improved client service.
Year-Round Availability	• Our flat-fee billing approach ensures ongoing Redpath support throughout the year.

WHY WE DO WHAT WE DO

We care about your success, are fun to work with, and love to bring value. We have the right systems, resources, and talent in place to exceed your expectations:



ASSOCIATION AND INDUSTRY INVOLVEMENT

We train our staff to be thinkers, not robots. Thinkers understand government finance and apply their understanding in determining the right procedures and services for clients. There are many quality accountants that follow governmental accounting standards, but in today's world, governmental services should be treated as more than a commodity.

As such, we encourage our professionals to participate in local, regional, and national associations to help them be proactive in understanding the issues both the government and accounting industries face.

Associations and groups with active Redpath employee participation or membership include the following:

- AICPA Governmental Audit Quality Center.
- AICPA Single Audit Resource Center.
- GFOA Certificate Review Program.
- Minnesota Government Finance Officers Association.
- Minnesota Society of CPAs.

AICPA Governmental Audit Quality Center

The Center is a national community of CPA firms that demonstrate a commitment to governmental audit quality and raise awareness about the importance of governmental audits. The Center provides members with best practices, guidelines, and tools CPAs need to perform quality governmental audits and better serve their clients.

Members of the Center demonstrate their commitment by voluntarily agreeing to adhere to Center membership requirements, including designating an officer responsible for its governmental audit practice, establishing quality control programs, performing annual internal inspection procedures, and making the firm's peer review report publicly available.

AICPA Single Audit Resource Center

If federal expenditures exceed \$1 million during a fiscal year, we are well-equipped to guide you through the compliance process and perform a single audit.

Two of the Redpath team members assigned to your audit are holders of the AICPA Intermediate Single Audit Certificate. The certification requires the ability to evaluate and analyze the core concepts related to client acceptance, engagement planning, engagement analysis, concluding an engagement, and guiding principles for single audits as outlined in the AICPA Competency Framework: Governmental Auditing. Subjects must pass an intensive single audit exam.

GFOA Certificate Review Program

Eight staff members are current/former reviewers in the GFOA Certificate Review Program. Certificate reviewers perform reviews of four to six Annual Comprehensive Financial Reports each year from governmental audits throughout the United States.

We take pride in helping our clients reduce the number of "certificate comments" received each year. Of the December 31, 2024 Annual Comprehensive Financial Reports submitted with Redpath assistance, 100% of them received the award.

Annual Comprehensive Financial Reports issued for the year ending December 31, 2026 must meet the requirements of GASB Statement No. 103. We will be working with our clients to ensure their ACFRs are updated to meet both the requirements of GASB 103 and the Certificate Review Program.

Minnesota GFOA

Our participation includes committee membership, attendance at monthly meetings and annual conferences, seminar presentations, and governmental accounting training. Redpath government team members continue to teach the Advanced Accounting class (Andy Hering and Rebecca Petersen) as well as present an annual GASB update (Andy Hering and Rebecca Petersen) at the MNGFOA conference.

Minnesota Society of CPAs

Our participation includes staff members active in the MNCPA.

EXPERIENCE WITH OTHER GOVERNMENTAL AGENCIES

Our firm has been involved in providing audit and other services to governmental clients since 1971. The following is a list of Minnesota governmental entities that we have audited in the past year:

Cities and Townships	- Andover^{1,2} - Blaine¹ - Bloomington^{1,2} - Brooklyn Center - Buffalo^{1,2} - Burnsville¹ - Cambridge¹ - Champlin¹ - Columbia Heights¹ - Cottage Grove¹	- Eagan¹ - Fridley^{1,2} - Golden Valley¹ - Lino Lakes^{1,2} - Linwood - Oak Park Heights - Roseville¹ - St. Anthony* - St. Louis Park^{1,2} - Waconia^{1,2}
Counties	Cook²	
Economic Development and Housing Authorities, Community Development Agencies	- Bloomington HRA - Cambridge HRA - Columbia Heights EDA/HRA - Cook County EDA - Cook County HRA - Dakota County CDA^{1,2}	- Fridley HRA - Itasca County HRA² - Pine County HRA - St. Cloud HRA² - St. Louis Park Housing Authority² - Washington County CDA^{1,2}
Charter Schools	- City Academy - Urban Academy²	
Specialty	Metropolitan Emergency Services Board	Metropolitan Mosquito Control District
Watersheds / Water Management	- Minnehaha Creek - Mississippi Water Management Organization - Nine Mile Creek	- Ramsey-Washington Metro - Rice Creek - Valley Branch
Joint Ventures	- St. Croix Valley Cable Communications Commission - Quad Cities Cable Communications Commission	- Anoka-Champlin Fire Department - Dakota County Drug Task Force
Fire Relief Organizations	- Bloomington - Buffalo	Stillwater

1 GFOA Certificate Holder

2 Required a federal single audit for 2025

* The City of St. Anthony prepares an Annual Comprehensive Financial Report but does not apply for GFOA's Certificate of Achievement. All other cities that prepared an ACFR received GFOA's Certificate of Achievement for their 2024 financial statements.

INDEPENDENCE

Maintaining Independence / Conflicts of Interest

We are independent with respect to the City of Blaine as defined by generally accepted auditing standards and the U.S. General Accounting Office's Government Auditing Standards. As such, we have no knowledge of any business, investment, or personal relationships with the City of Blaine, their officials, appointed employees, and personnel of our firm that would impair our independence or that may be construed to be a conflict of interest.

In order to ensure Redpath employees are independent from our clients, each employee must complete an Independence Compliance Report when they are hired and annually thereafter. Monthly, Redpath publishes a client list and distributes it to all employees for review to determine whether there may be an issue of independence. At any time, if an employee is concerned that there may be an issue of independence, they should discuss it with their supervisor or service area leader in order to appropriately document and resolve the issue.

Redpath will provide written notice of any relevant professional relationships entered into during the period of this agreement.

LICENSE TO PRACTICE IN MINNESOTA

Firm License

Our firm is licensed and in good standing with the State of Minnesota. All assigned key professional staff are properly licensed to practice in the State of Minnesota. Our annual license is in effect from January 1 to December 31. We renew the license annually, and our license number is F2516. To verify the firm's status and license expiration, use the Find a CPA Firm search on the Minnesota Board of Accountancy website at www.boa.state.mn.us/findfirm.html.

PEER REVIEW REPORT

Maintaining High Standards

Redpath's quality control is subject to peer review under the AICPA's Private Companies Practice Section. We are pleased to have continued our history of receiving a "pass" rating on our Peer Review Reports with no Findings for Further Consideration (FFCs). The quality control review included a review of specific government engagements.

HH Heidenreich & Heidenreich, CPAs, PLLC
 10201 S. 51st Street, Suite #170
 Phoenix, AZ 85044
 (480)704-6301 fax 785-4619

Report on the Firm's System of Quality Control

September 25, 2025

To the Owners of
 Redpath and Company, LLC
 and the Peer Review Committee of the MN Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Redpath and Company, LLC (the firm) in effect for the year ended May 31, 2025. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a system review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported on in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act and audits of employee benefit plans.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Redpath and Company, LLC in effect for the year ended May 31, 2025, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Redpath and Company, LLC has received a peer review rating of *pass*.

Heidenreich & Heidenreich CPAs PLLC

Heidenreich & Heidenreich, CPAs, PLLC

PARTNER, SUPERVISORY AND STAFF QUALIFICATIONS AND EXPERIENCE

Focused Expertise

Redpath has been dedicated to the government industry since our inception in 1971. We have extensive background and success in working with cities, counties, economic development authorities, community development agencies, housing authorities, relief associations, charter schools, and other government entities. With 55 years of experience serving governmental entities, Redpath is well-positioned and eager to deliver value to the City of Blaine.

Assigned staff members are experts in their service areas, rather than generalists—unlike some firms that require their employees to have broad expertise so they can be reassigned to different practice areas as necessary. This focused approach ensures employees are taking relevant continuing professional education to develop expertise that can be directly, and immediately, applied to your organization.

Redpath staff are expected to understand your organization and build relationships with your team to help ensure a smooth and efficient audit process year after year. This enables your team to focus on core job functions and priorities versus educating new audit staff every year regarding your organization's unique processes, procedures, and goals.

Team Assignment

We believe in developing long-term relationships and strive to maintain consistency in key personnel from year to year. As part of our personal brand of service, you will deal one-on-one with senior Redpath professionals.

Your engagement will be staffed by the following experienced government auditors:

Andy Hering, CPA – Partner

Andy ensures audit risks are appropriately identified and the audit is sufficiently planned. He participates in the planning meeting, assists field auditors with complex technical issues and provides oversight and supervision throughout the audit. Andy signs the audit reports and presents the audit results to the City Council.

Lyndsey Peck, CPA – Associate Director

Lyndsey ensures all components of the audit are appropriately scheduled and participates in the planning meeting. She is responsible for coordinating and performing fieldwork, supervising audit staff, and reviewing audit workpapers.

Mike Yard, CPA – Senior Associate

Mike is responsible for performing audit fieldwork, assisting with complex transactions and supervising staff.

Associates

One governmental associate will be assigned to your audit when the timing of audit fieldwork is confirmed.

The audit will be performed by staff who work in-person at our St. Paul office. All staff assigned to your engagement will be employed on a full-time basis.



Andy Hering, CPA **PARTNER**

Email: ahering@redpathcpas.com
Office: 651.407.5877



Andy is a partner at Redpath and Company and has been providing audit and accounting services to governmental entities since 2000. He assists clients with complex technical issues, helps implement new accounting standards, and consults on internal control best practices.

Andy provides strategic leadership to ensure the success of Redpath's government service area and champions staff training in accounting and auditing standards. He is a holder of the Intermediate Single Audit Certificate issued by the AICPA. The Intermediate Single Audit Certificate tests the auditor's ability to plan, perform, and evaluate single audits in accordance with the latest requirements of the Uniform Guidance.

Education

- University of Minnesota - Carlson School of Management B.S., Accounting

Professional Activities

- American Institute of Certified Public Accountants
- Minnesota Society of Certified Public Accountants
- Minnesota Government Finance Officers Association (MNGFOA)
- Minnesota Government Finance Officers Association, Board Member (2022)
- Government Finance Officers Association, Former National Reviewer: Certificate of Achievement in Financial Reporting Program

Service Expertise

- Generally Accepted Accounting Principles (GAAP) implementation and interpretation
- Government Accounting Standards Board (GASB) statement implementation and interpretation

Presentations / Training

- "GASB Update" MNGFOA Annual Conference, 2022-2025
- "Advanced Governmental Accounting" MNGFOA, 2021-2023



Lyndsey Peck, CPA ASSOCIATE DIRECTOR

Email: lpeck@redpathcpas.com
Office: 651.407.5853



Lyndsey is an Associate Director in the governmental service area at Redpath and Company. She assists clients with audited and reviewed financial statements in addition to providing accounting services. Lyndsey works with a variety of governmental entities including cities, economic development authorities, housing authorities, and special districts. She has been with Redpath and Company since 2014.

Relevant continuing professional education includes the *GFOA Annual Governmental GAAP Update and Reality Based Learning* - provided by a former member of the Auditing Standards Board and NASBA approved continuing professional education courses.

Education

University of Wisconsin - River Falls, B.S., Accounting

Professional Activities

- American Institute of Certified Public Accountants
- Minnesota Society of Certified Public Accountants
- Minnesota Government Finance Officers Association (MNGFOA)
- National Reviewer: *Certificate of Achievement in Financial Reporting Program*

Service Expertise

- Generally Accepted Accounting Principles (GAAP) implementation and interpretation
- Government Accounting Standards Board (GASB) statement implementation and interpretation



Mike Yard, CPA

SENIOR ASSOCIATE

Email: mcyard@redpathcpas.com

Office: 651.423.4583

Mike is a Senior in the governmental service area at Redpath and Company. He has extensive experience in internal audit, financial compliance, and risk assessment, with a background in auditing cities, counties, specialized government units, watershed districts and nonprofit organizations. Prior to joining Redpath, he worked at U.S. Bancorp – Corporate Audit Services as a Vice President, Audit Project Manager of Financial Crimes Compliance, where he conducted internal audits, evaluated internal controls, and led audit project teams. He also has experience auditing civic centers, including Iowa Events Center in Des Moines.

Mike is proficient in financial audits, compliance reviews, risk assessment, and internal control evaluations. He joined Redpath and Company in 2025.

Education

- University of Minnesota – Carlson School of Management, B.S., Accounting and Finance

Professional Activities

- American Institute of Certified Public Accountants
- Minnesota Society of Certified Public Accountants

Service Expertise

- Financial audits for nonprofit and governmental entities
- Risk assessment and internal control evaluation
- Financial statement preparation and reporting
- Internal audit and compliance review
- Generally Accepted Accounting Principles (GAAP) implementation and interpretation
- Generally Accepted Governmental Auditing Standards (GAGAS)

Continuing Professional Education

All partners, directors, and professional staff of our firm are required to attain a minimum of 40 hours per year of continuing professional education (CPE). Included in the 40 hours per year requirement, partners, directors, and professional staff who work in the governmental area are required to have at least 24 hours of CPE directly related to the governmental environment and governmental auditing in two-year period, in accordance with government audit standards.

Hours of Qualified CPE Over the Past Three Years Ending June 30:

Personnel	Position	2024	2025	2026	Total
Andy Hering, CPA	Partner	78	70	59	207
Lyndsey Peck, CPA	Associate Director	43	63	41	147
Mike Yard, CPA	Senior Associate	46	59	40	145

Experienced Government Personnel

With well over a century of accumulated experience at the senior professional level, we have a pool of knowledgeable government auditors who understand this sector's audit process. In addition to the leadership identified below, there are 10 senior and staff-level professionals dedicated to this industry. Your engagement will be consistently staffed with qualified experts.

Our Quality Management process requires audits to undergo an internal engagement quality review if certain circumstances exist, such as a material weakness in internal control or a restatement of prior year balances. On a more informal basis, the experienced personnel listed below are all available for technical consultation. This group will often ask questions and solicit advice from each other regarding various governmental accounting and auditing matters as well as best practices.

Name	Position	Practicing Since
Andy Hering, CPA	Partner	2000
Cathy Lydon, CPA	Managing Director	2004
Rebecca Petersen, CPA	Managing Director	2005
Melissa Johnson, CPA, MBA	Associate Director	2002
Lyndsey Peck, CPA	Associate Director	2014
Kasha Lundell, CPA	Associate Director	2014
Megan Hansen, CPA	Manager	2019

SPECIFIC AUDIT APPROACH

Scope of Services

We will audit the financial statements of the City of Blaine in accordance with the standards identified below. The following services are included as part of the Audited ACFR Cost listed in Attachment B:

- ACFR preparation and publication, including all tables within the footnotes
- PERA pension calculations, workpapers, journal entries and footnote preparation
- Assistance with the Management's Discussion and Analysis (data entry of amounts)
- Assistance with Statistical Tables (those that tie to the financial statements or footnotes)
- Assistance with drafting replies to any certificate comments received as part of GFOA's Certificate of Achievement program. We commit to preparing an ACFR with the intention that it meets all requirements of the program.

If necessary, we will conduct a single audit in accordance with the requirements of the Uniform Guidance. We will also prepare the Minnesota OSA Local Government Financial Reporting Form.

If requested, we will issue a "consent and citation of expertise" and/or "comfort letter" in accordance with the requirements of AICPA Professional Standards, AU-C Section 920 *Letters for Underwriters and Certain Other Requesting Parties*. This service would be outside the scope of an audit and would be performed under the terms of a separate engagement letter.

Auditing Standards to be Followed

Our audit will be performed in accordance with auditing standards generally accepted in the United States of America set forth by the American Institute of Certified Public Accountants, the U.S. General Accounting Office's *Government Auditing Standards*, the provisions of the U.S. Office of Management and Budget and Uniform Guidance relating to single audits (if applicable), and the provisions of the Minnesota Legal Compliance Audit Guide for Political Subdivisions.

Reports to be Issued

We will issue the following reports as part of our audit of the City of Blaine's financial statements:

- Independent Auditor's Report on the fair presentation of the financial statements
- Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters
- Independent Auditor's Report on Compliance for Each Major Federal Program and on Internal Control over Compliance and Report on the Schedule of Expenditures of Federal Awards Required by the Uniform Guidance (if necessary)
- Minnesota Legal Compliance Report
- Communication with Those Charged with Governance letter (also known as a management letter) containing required communications and other recommendations to the City Council
- Other requested items, such as a presentation to the City Council at the conclusion of the audit

Audit Objective

The primary objective of a financial statement audit is for the auditor to express an opinion as to whether the financial statements are fairly presented, in all material respects. Although we will draft the financial statements, we understand that the financial statements are not the property of the auditor. Ultimately, the auditee decides how amounts and disclosures are presented in the financial statements.

Service Approach

At Redpath, we view our work as a professional service – not a commodity. We are committed to delivering high-quality, detail-oriented audit services tailored to the unique needs of each client. Our approach is well-suited for organizations that value excellence, responsiveness, and the assurance that comes from a thorough and thoughtful audit process.

Our clients consistently recognize and appreciate our attentiveness, proactive communication, and dedication to service.

Customized Audit Approach

Our firm approaches each audit with the understanding that we work for the City Council and that we work with the finance staff to obtain the necessary information to conduct the audit.

Every audit requires individual attention. Whether we are auditing the same entity two years in a row, or two different entities of similar size, each audit receives individual attention and a customized approach. This philosophy is essential to delivering a high-quality audit and providing meaningful assurance. Auditing should never be mechanical, using the same procedures and processes year after year.

We do not view auditing as a standardized process. Instead, we design our procedures based on a thorough understanding of the organization, its operations, and the specific risks it faces. To ensure each audit is uniquely tailored, we implement the following strategies:

- **Encouraging professional judgment and critical thinking:** Our staff are trained and empowered to think beyond standardized procedures, allowing them to identify and respond to unique risks and circumstances.
- **Conducting comprehensive risk assessments:** We engage with personnel both within and outside the Finance function to gain a broader understanding of organizational activities. This enhances our ability to identify areas of potential material misstatement.
- **Using audit programs as flexible tools:** Rather than applying a rigid checklist, we treat audit programs as a menu of possible procedures. Our team first identifies risk areas, then selects procedures that specifically address those risks.
- **Employing data analytics:** We use data mining and analytical tools to identify anomalies and potential red flags in key areas such as payroll, disbursements, and journal entries.
- **Applying targeted sampling techniques:** Where appropriate, we use sampling methodologies that are both efficient and effective in supporting our audit objectives.

This individualized approach supports our commitment to delivering audits that are responsive, insightful, and aligned with the unique characteristics of each client.

Preliminary Risk Assessment

Our firm has long employed a risk-based audit approach, which aligns with current auditing standards and best practices. This methodology begins with the development of a preliminary audit strategy informed by an assessment of risk, and it is continuously refined throughout the engagement.

This dynamic approach ensures that the audit remains responsive to emerging issues and evolving risk factors, rather than relying on a static process. Areas of emphasis may shift from year to year, and audit procedures are periodically modified to maintain professional skepticism and avoid complacency. This adaptability enhances audit quality and ensures a focused, effective engagement.

Audit Segmentation and Timeline

We strive to build efficiency in our execution and timing of our audit engagements. We commit to performing the work within the timeline outlined below. We will work with the City to determine an exact timetable for the audit which fits your needs, and anticipate performing the following segments:

Segment	Level of Staff	Estimated Hours
1. Audit planning – perform risk assessment procedures to customize the audit approach and meet the particular needs of the engagement. Update Suralink portal with a detailed audit plan and a list of all schedules to be prepared by the City (by December 1 st).	Partner, Associate Director, Senior	34
2. Interim fieldwork – conduct preliminary testing procedures, often relating to legal compliance, payroll, debt and other mutually agreed upon areas. Update Suralink requests as necessary. Group any new accounts for financial reporting (by February 15 th).	Associate Director, Senior, Staff	24
3. Final fieldwork – includes testing of balances and transactions, preparing a first draft of the financial statements, assistance with certificate comments and substantial review of workpapers (conducted during May).	All	218
4. Final workpaper review, drafting ACFR, exit conference to review drafts of all reports and any other recommendations made as a result of the audit (by June 5 th).	Partner, Associate Director, Senior	80
5. Issuance of ACFR and other reports (by June 20 th).	Partner, Associate Director	39
6. Presentation of audit results to the City Council (June or July).	Partner	-
7. Available for routine calls and emails at no charge (year-round).	All	-

We currently anticipate scheduling the majority of fieldwork to be on-site based on your preference. However, we are flexible and can easily shift to 100% on-site or 100% remote fieldwork if circumstances change. During remote fieldwork, we schedule daily Teams meetings with the entire audit team and client staff to create an opportunity to ask questions, provide status updates and keep the audit/on track.

Available Throughout the Year

We encourage our clients to contact us throughout the year as questions or issues arise and do not bill for routine calls and emails (all of which are responded to within 24 hours). We would rather discuss issues when they occur rather than wait until the audit. This increases your efficiency and could prevent an audit finding if the issue is not appropriately addressed.

Sampling

We employ both statistical and judgmental sampling methods and use sampling techniques in any area where it is deemed both efficient and effective. Sampling is primarily used in tests of controls, tests of compliance and when appropriate, substantive testing. Our sampling methods are designed to provide sufficient audit evidence and focus our attention on high-risk or material items.

We follow the guidance set by AICPA standards when determining our sample sizes, which includes consideration of the population's characteristics, the risk of error and the effectiveness of other procedures performed. Although every audit is unique, common areas where sampling is used include:

- Disbursement testing
- Payroll transactions
- Capital asset additions
- Legal compliance testing
- Single audit control testing (if applicable)

Analytical Procedures

Our firm uses analytical procedures in the planning and final review stages as required by audit standards. During these stages, analytical procedures may include budget to actual analysis, ratio analysis and comparison of high-level financial data to information we obtained through our inquiries and discussion with staff and governance.

We also use analytical procedures as substantive testing for areas in which we believe such procedures are effective. High quality analytical procedures require us to first understand the organization we are working with so that we can develop effective analytical comparisons and expectations that address the risks of the organization. In our experience, analytical procedures are best used to test income statement accounts containing a large number of individual transactions.

Analytical procedures are expected to be used to test the following areas (at a minimum):

- Revenue accounts which can be predicted based on the budget or prior year history
- Salaries and related payroll expenses
- Other expenditure accounts relating to ongoing operations and financial reporting

Electronic Data Processing (EDP) Software in the Audit

Redpath has been using data mining software (IDEA) for several years and we continually explore and leverage technology and software improvements to support our audits. The information gathered through the software provides more powerful insights and recommendations for organizational improvement opportunities. Trends, patterns, outliers, and correlations are easier to identify and detect, creating a more efficient and accurate audit. Specifically, we use EDP software to perform the following tests:

- Search for duplicate payments
- Search for gaps in a check sequence
- Compare a check run to a list of vendors or individuals who should be receiving payment
- Identify journal entries or other manual adjustments in the general ledger detail
- Search for terms such as "plug", "per _____", "correction" which may indicate errors or fraud
- Identify other irregularities in a large data set

Other Technology

In order to provide a more efficient and secure document exchange while continuing to promote a paperless work environment, Redpath uses a Suralink file portal. Suralink provides a transparent way to request and receive information, is updated in real-time, and adds an additional level of clarity and organization of information. Suralink allows for:

- A single source of requests to replace multiple email trails
- Client access to deliverables 24/7
- More visibility of requested information and what is provided by both firm and client perspectives
- More accountability on both sides, which includes an audit trail of exchanges
- More monitoring capabilities of the audit status through the use of dashboards and reporting

Suralink, along with ShareFile, also assists clients and auditors when working in a remote environment. Using secure methods, data related to the audit can be accessed by either party from anywhere, eliminating the need for exclusively on-site fieldwork. We are flexible and can perform the audit remotely, on-site, or a combination of the two. Redpath employees routinely conduct meetings using Microsoft Teams and Zoom.

Understanding of Your Internal Control

Internal control assessments are essential to an audit. We evaluate the design and implementation of key controls in areas such as:

- Procurement and disbursements (e.g., vendor selection and payment approval)
- Payroll and timekeeping
- Cash receipts and bank reconciliations
- Intergovernmental revenues tracking and reporting
- Other areas deemed to be significant to operations and financial reporting

We will request copies of your policies and procedures manuals and conduct interviews with applicable staff to gain a further understanding of the design of the internal control structure. In order to minimize disruptions to your staff, we will rely on any existing policies, manuals, records and other documentation prior to asking questions.

We do not express an opinion on internal controls, but our review may identify weaknesses or inefficiencies. Significant deficiencies and material weaknesses will be communicated in accordance with audit standards.

Drawing Audit Samples for Purposes of Tests of Compliance

If a single audit is required, sampling is performed to test internal controls over compliance with each major program and when testing the various applicable compliance requirements of each major program. We follow the guidance set by AICPA and the U.S. Office of Management and Budget when determining our sample sizes, which includes consideration of the population's characteristics, the risk of noncompliance and the effectiveness of other procedures performed.

Audit Effectiveness and Efficiency

Redpath is committed to continuously improving the effectiveness and efficiency of our audits. This commitment is evidenced by the following:

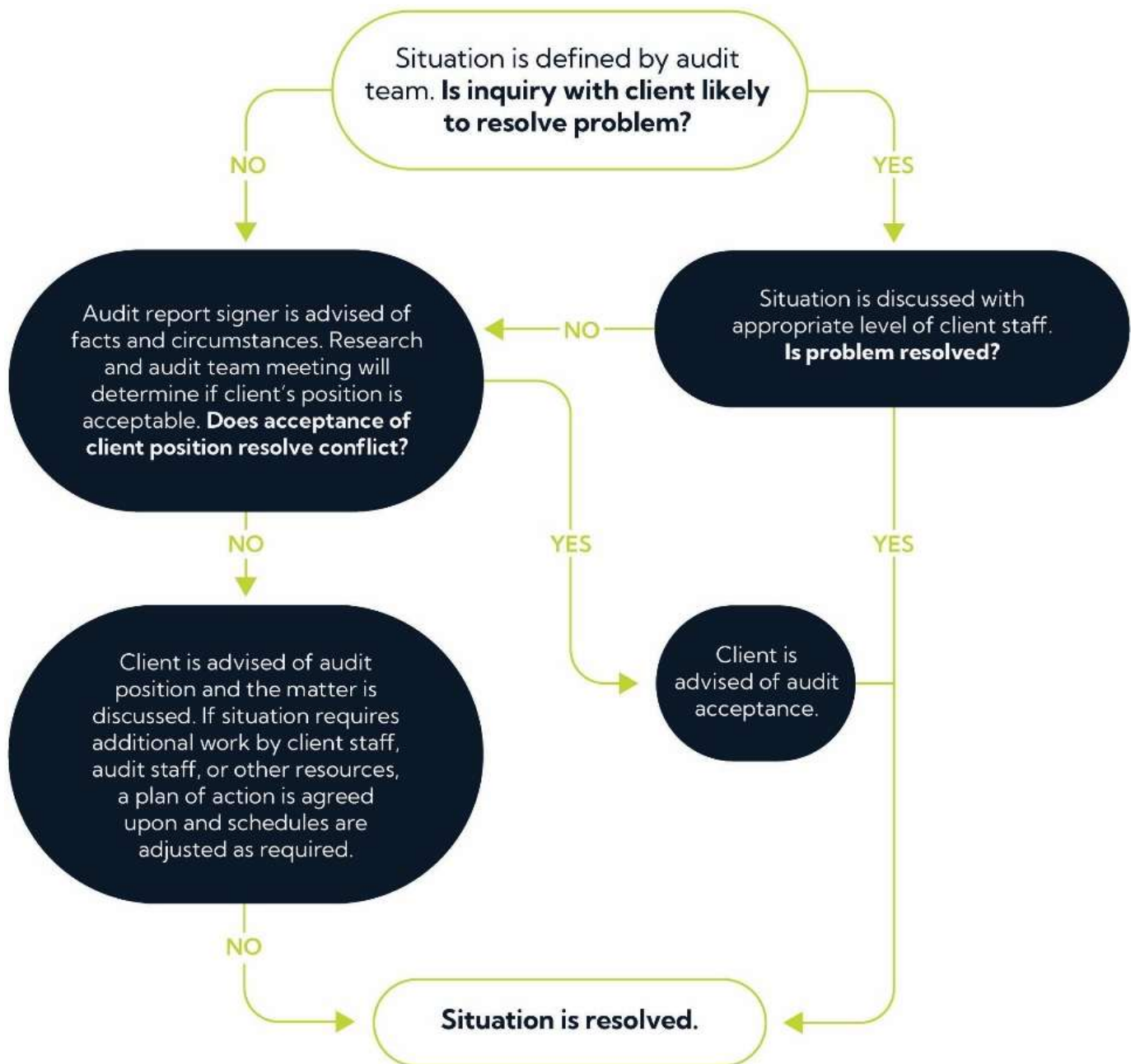
- Employment of data mining techniques to identify unusual transactions, search for duplicate payments, sort financial data for audit test purposes, and analyze payroll and vendor payments.
- Enhanced use of trial balance and document management software to more efficiently and easily link trial balance data to create electronic work papers.
- Empower our employees with information to provide better client service through a Client Relationship Management (CRM) system.
- Client portal system facilitating the secure and efficient exchange of documents.
- As much as possible, during our audit we use existing records and documentation, such as budgets, organizational charts, manuals, programs, and other written policies and procedures. This reduces the burden placed on City staff when preparing for the audit.
- Contract relationship with the firm Accountability Plus, LLC to assist with refining our audit process and approach. Accountability Plus, LLC is led by Al Anderson, CPA, who is a former member of the AICPA's Assurance Services Executive Committee.

Should Redpath be selected as your next auditor, we anticipate using the same workpaper formats that you have prepared for previous audits. However, we also informally evaluate client-prepared workpapers and will offer suggestions for improvement or workpaper templates (if desired).

IDENTIFICATION OF ANTICIPATED POTENTIAL AUDIT PROBLEMS

Resolution Process

We are not aware of any specific anticipated problems. However, should any situations arise during the course of the audit, our approach to resolving these problems generally is as follows:



ATTACHMENT A – PROPOSED WARRANTIES

- A. Proposer warrants that it is willing and able to comply with State of Minnesota laws with respect to foreign (non-state) corporations.
- B. Proposer warrants that it is willing and able to obtain an errors and omissions insurance policy providing a prudent amount of coverage for the willful or negligent acts, or omissions of any officers, employees, or agents thereof.
- C. Proposer warrants that it will not delegate or subcontract its responsibilities under an agreement without the prior written permission of the City.
- D. Proposer warrants that all information provided by it in connection with this proposal is true and accurate.

Signature of Official: Andy Hering

Name: Andy Hering

Title Partner

Firm: Redpath and Company, LLC

Date: August 14, 2026

ATTACHMENT B – SCHEDULE OF PROFESSIONAL FEES AND EXPENSES

The following table presents the estimated number of hours necessary to complete each annual financial statement audit, including drafting of the ACFR. Hours exclude time to conduct a single audit.

Hours	Planning	Fieldwork	Review	Total
Partner	8	8	34	50
Associate Director	15	45	50	110
Senior Associate	20	80	15	115
Associate	15	85	20	120
TOTAL	58	218	119	395

Proposed Fees for the Year Ending December 31, 2026

Audited ACFR Cost, including estimated out of pocket expenses	\$69,500
Single Audit Cost (Base single audit fee is \$1,500. Add \$5,000 for each major program)	\$6,500
OSA Local Government Report Preparation Cost	\$1,000

Summary Schedule of Proposed Fees for the Years Ending December 31, 2026 - 2028

Fiscal Year Ending December 31,	Audited ACFR	Single Audit	OSA Gov't Report	Total
2026	\$69,500	\$6,500	\$1,000	\$77,000
2027	\$72,300	\$6,800	\$1,000	\$80,100
2028	\$75,200	\$7,100	\$1,000	\$83,300
TOTAL	\$217,000	\$20,400	\$3,000	\$240,400



Our Core Values

Caring

We show genuine care for our clients and colleagues through meaningful relationships, collaboration, and a constant commitment to adding value in everything we do.

Proactive

We take initiative, resolve potential obstacles, and are intentional with solutions provided to stay ahead of challenges and opportunities for our clients.

Positive

We cultivate a solution-oriented, supportive culture that embraces change, encourages collaboration, and thrives in the face of challenges.

Driven

We maintain an unwavering focus on excellence, consistently improving and delivering beyond expectations across all our projects.



City of Blaine Staff Report

File Number: 2026-172RES 26-54

Agenda Date	Status
September 9, 2026	
In Control	File Type
City Council	Resolution

Approval of Consent Agenda: - Cathy Sorensen, City Clerk

Agenda Item # 7.4

Resolution to Amend the 2026 General Fund Budget for Elections

Executive Summary

The proposed amendment will increase the 2026 General Fund budgeted revenues for elections by \$27,261.11 to reflect the allocated Voter Operations, Technology, and Election Resources (VOTER) account funding.

Background

The VOTER account was established in 2023 to provide a dedicated stream of state funding for county and municipal election administration. The base transfer from the state totals just over \$3 million each year, which is then allocated to each county based on a formula of the number of counties in the state and the percentage of registered voters. This fund has been guaranteed by the legislature through 2031 and is currently being used to cover the JPA costs with Anoka County for Blaine's portion of voting equipment, software and hardware maintenance.

Historically, Anoka County has applied the VOTER funds toward the JPA fees and subsequently retained any residual funding. The carrying balance is then used in conjunction with future annual funding to offset the JPA fees each year. This year, Anoka County reviewed the balances from each municipality, and concluded it was best to allocate the funds to each city rather than retaining any rollover year to year. In this way, cities can use any remaining funds in a more timely manner for the other uses allowed by statute, including election staffing, postage, ballot printing, hardware/software, and security-related infrastructure. Blaine used a portion of its carryover to construct a secure ballot storage area, separate from the secured election equipment area, and for laptops/associated equipment to administer absentee/early voting at city hall.

This resolution will recognize the unbudgeted revenue and amend the 2026 elections budget to account for both the revenue and the associated expenses outlined above. Staff will work to use all funding in the year received if possible, although there may continue to be carryover given that municipal elections occur every other year.

Strategic Plan Relationship

N/A

Board/Commission Review

N/A

Financial Impact

In July 2026, the city received a check from Anoka County for \$12,101.83 which accounted for the carrying balance after JPA fees prior to 2026. In August 2026, the city received the 2026 allocation totaling \$15,733.37, which will be used to pay the 2027 JPA fees, estimated to be \$15,361.79. The estimated fees for 2027 have been included in the preliminary 2027 budget, as well as an estimate for the 2027 VOTER funding allocation. To date, \$6,335.36 has been spent on laptops and other equipment for election judges, and \$7,520.00 has been spent on the secure ballot storage area. Any remaining funds received will be used to offset staffing costs for elections.

Public Outreach/Input

N/A

Staff Recommendation

Adopt the proposed amendment to the 2026 General Fund budget for elections.

Attachment List

1. VOTER Account Outline
2. VOTER Fund Allocations



City of Blaine

Signature Copy

Resolution: RES 26-54

Resolution to Amend the 2026 General Fund Budget for Elections

WHEREAS, sound budgeting principles promote appropriating necessary funds required to accomplish approved objectives; and

WHEREAS, sound budgeting principles also promote providing for contingencies and unforeseen emergencies so as to not prevent objectives from being met; and

WHEREAS, appropriations were made in 2026 sufficient for anticipated activity; and

WHEREAS, actual activity and evolving priorities have exceeded what was originally anticipated, resulting in revenue exceeding budgeted appropriations in certain divisions within the General Fund; and

WHEREAS, revenue from VOTER Funding has exceeded projected revenue in 2026;

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Blaine hereby approves the following revenue increase(s) for the 2026 budget:

Fund/Account	Amount
General Fund, Elections, State Grants 101.20.230.232-3320	\$27,835

BE IT FURTHER RESOLVED that the City Council of the City of Blaine hereby approves the following expenditure increase(s) to the 2026 budget:

Fund/Account	Amount
General Fund, Elections, Office Equipment & Furnishings 101.20.230.232-4212	\$13,856

PASSED by the City Council this 9th day of September, 2026.

Voting Operations, Technology, & Election Resources (VOTER) Account

In accordance with the requirements of
[Minnesota Statutes section 5.305](#)

Minnesota Secretary of State Steve Simon

Contents

- A. Voter Account Overview – Page 1
- B. Allocations by County – Page 4
- C. Example Allocation of Funding – Page 6

Section A. VOTER Account Overview

Summary: The Office of the Secretary of State has initiated the electronic transfer of \$3,194,796.76 in electronic payments to counties for the Voting Operations, Technology & Election Resources (VOTER) Account. Allocations by county are included in Section B.

What is the VOTER Account?

- The VOTER Account is a dedicated stream of state funding for county and municipal election administration established in 2023.
- In 2025, the payments issued to counties for FY 2025-2026 include:
 - Base transfer of \$3 million;
 - One-time rollover funds from the now repealed Voting Equipment Grant Account ([Session Laws 2025 Ch. 39 Art. 1 Sec. 46 \(d\)](#)); and
 - Remaining funds from the last biennium for campus temporary AB location reimbursements ([Minn. Stat. 203B.0815 \(f\)](#))
- The \$3 million base transfer will continue to be allocated by July 20 each year until the law is amended by the legislature.

How were the total amounts determined for each county?

- 20 percent is allocated equally to all 87 counties
- 80 percent is allocated based on the proportion of registered voters (using May 1, 2024 numbers)

What do counties need to do once the funds are received?

Upon receipt of funds, each county must segregate the funds in a county election funding account. The money in the account remains in the account until it is spent for any of the authorized purposes. This account can be interest generating.

Do counties need work with cities/townships to determine how the funds will be allocated within the county?

Yes. The county and the local units of government located within the county may devise their own agreement/formula for distributing the funds.

If the county and a local unit of government do not agree on a distribution plan, the county must allocate the funds to that unit of local government as follows:

- 50 percent is retained by the county;
- 25 percent is allocated to each local unit of government responsible for administering absentee voting or mail voting in proportion to that unit of government's share of the county's registered voters on May 1 for the most recent statewide general election; and
- 25 percent is allocated to cities and townships in proportion to each city and township's share of registered voters in the county on May 1 for the most recent statewide general election

If an agreement is reached between the county and *some* cities/townships, but not *all*, then those cities/townships with whom an agreement is not reached must receive the default allocation.

We have included an example in Section C.

When do counties need to allocate funding to municipalities/townships?

Counties must distribute funds to cities and townships by December 31 of each year. If an agreement is reached where funds are not allocated to some municipalities/townships, then this deadline would not apply for those jurisdictions.

If a local unit of government administers absentee or mail voting for state elections, would they also receive the additional 25 percent allocation in the odd year?

Yes. This 25 percent allocation applies every year, even if there is not an election in the jurisdiction for that year.

If a local unit of government only administers AB/MB for their elections in the odd year, but not for state elections in the even year, they would not be entitled to the 25 percent allocation.

It is the position of the OSS that the determination of whether a local unit of government is entitled to the 25 percent allocation should be made at the time that the funds are distributed by the county.

If funds are distributed to municipalities, what do municipalities need to do once the funds are received?

Upon receipt of funds, each municipality must segregate the funds in a municipal election funding account. The money in the account remains in the account until it is spent for any of the authorized purposes. This account can be interest generating.

What can the VOTER Account funds be used for?

The funds can be used for any purpose that is directly related to election administration. The enabling legislation included the following categories:

1. equipment;
2. hardware or software;
3. cybersecurity;
4. security-related infrastructure;
5. capital improvements to improve access to polling places for individuals with disabilities;
6. staff costs for election administrators, election judges, and other election officials;
7. printing and publication;
8. postage;
9. programming;
10. transitioning to a .gov domain;
11. local match for state or federal funds; and
12. any other purpose directly related to election administration.

What are the reporting requirements?

*Reporting requirements took effect starting in December 2024. Those first reports covered the first fiscal year of VOTER Funds (July 1, 2023 – June 30, 2024). View the report [here](#).

The second report, due to the OSS December 31, 2025, will cover the second fiscal year of VOTER Funds (July 1, 2024 – June 30, 2025) plus any remaining funds from the prior year. By early fall, the OSS will provide counties with detailed information on completing the VOTER Account report for fiscal year 2024-25.

Counties and municipalities must maintain an itemized description of how their funds are being spent according to the general expenditure categories outlined above. Receipts and invoices should also be maintained.

Reporting Timelines

- By December 15 of each year, municipalities must report to the counties how their money was spent during the previous fiscal year.
- By December 31 of each year, the county will report to the OSS how they and their underlying municipalities spent the funds.
- By January 31 of each year, the OSS must compile the reports from the county and submit a summary report to the legislature that identifies expenditures by county, city, and town and the purposes of each expenditure during the previous fiscal year.
- Funds remain in the county and/or city/township account until they are expended.

Section B. VOTER Account Allocations by County FY 25-26

County	Total Allocated to County
Grand Total	\$ 3,194,796.76
Aitkin	\$ 15,642.73
Anoka	\$ 173,915.31
Becker	\$ 22,958.00
Beltrami	\$ 27,619.98
Benton	\$ 25,188.52
Big Stone	\$ 9,551.83
Blue Earth	\$ 34,714.14
Brown	\$ 18,976.63
Carlton	\$ 23,501.77
Carver	\$ 60,746.48
Cass	\$ 22,870.85
Chippewa	\$ 12,399.58
Chisago	\$ 34,804.17
Clay	\$ 33,059.80
Clearwater	\$ 11,081.58
Cook	\$ 10,177.70
Cottonwood	\$ 11,990.50
Crow Wing	\$ 40,385.15
Dakota	\$ 209,780.08
Dodge	\$ 16,990.98
Douglas	\$ 26,945.85
Faribault	\$ 13,388.44
Fillmore	\$ 17,029.15
Freeborn	\$ 20,584.16
Goodhue	\$ 29,779.20
Grant	\$ 10,106.40
Hennepin	\$ 575,803.59
Houston	\$ 16,324.78
Hubbard	\$ 18,031.70
Isanti	\$ 27,012.12
Itasca	\$ 28,711.83
Jackson	\$ 11,762.91
Kanabec	\$ 14,860.57
Kandiyohi	\$ 25,877.77
Kittson	\$ 9,272.39
Koochiching	\$ 12,609.89
Lac qui Parle	\$ 10,462.19
Lake	\$ 12,701.35

Lake of the Woods	\$ 9,315.60
Le Sueur	\$ 20,813.91
Lincoln	\$ 9,807.51
Lyon	\$ 17,802.67
McLeod	\$ 24,162.21
Mahnomen	\$ 9,273.11
Marshall	\$ 11,249.39
Martin	\$ 15,836.47
Meeker	\$ 18,025.94
Mille Lacs	\$ 19,232.30
Morrison	\$ 23,081.16
Mower	\$ 23,039.38
Murray	\$ 11,066.45
Nicollet	\$ 22,337.17
Nobles	\$ 14,134.59
Norman	\$ 10,023.58
Olmsted	\$ 80,080.05
Otter Tail	\$ 35,687.16
Pennington	\$ 13,035.54
Pine	\$ 20,255.02
Pipestone	\$ 11,036.93
Polk	\$ 19,410.20
Pope	\$ 12,794.26
Ramsey	\$ 231,517.03
Red Lake	\$ 9,029.67
Redwood	\$ 13,823.46
Renville	\$ 13,677.97
Rice	\$ 35,471.09
Rock	\$ 11,391.27
Roseau	\$ 13,811.93
Saint Louis	\$ 100,514.85
Scott	\$ 77,543.44
Sherburne	\$ 52,844.95
Sibley	\$ 14,163.40
Stearns	\$ 75,416.63
Steele	\$ 23,426.86
Stevens	\$ 11,111.11
Swift	\$ 11,220.58
Todd	\$ 17,822.11
Traverse	\$ 8,788.40
Wabasha	\$ 17,719.12

Wadena	\$	13,417.25
Waseca	\$	15,307.83
Washington	\$	139,756.73
Watonwan	\$	11,278.92

Wilkin	\$	9,961.64
Winona	\$	28,082.36
Wright	\$	77,081.06
Yellow Medicine	\$	11,496.43

Section C. Example Allocation According to the Default Formula with Partial Agreement

County has 20,000 registered voters and receives a VOTER Account allocation of \$10,000.

	# of Registered Voters	Administers AB	Reached agreement with county?
City A	8,000	Yes	No
City B	5,000	No	Yes
Township A	4,000	No	No
Township B	3,000	No	Yes

- The county reaches an agreement with City B and Township B where those two jurisdictions will not receive any funding and their portion of the VOTER funds will remain with the county.
- The county cannot reach an agreement with City A and Township A. Their VOTER funds must be determined by the default formula.

Therefore, the \$10,000 would be allocated as follows:

	County	City A	City B	Township A	Township B
50% percent to county	\$5,000	\$0	\$0	\$0	\$0
25% to all municipalities / townships, in proportion to share of registered voters in the county.	\$625 (from City B) + \$375 (from Township B) = \$1,000	$\$2,500 \times .4 =$ \$1,000	$\$2,500 \times .25 =$ \$625	$\$2,500 \times .2 =$ \$500	$\$2,500 \times .15 =$ \$375
25% to county/ city/ township responsible for administering AB, in proportion to share of registered voters in the county.	$12,000/20,000 = 60$ percent $.6 \times \$2,500 =$ \$1,500	$8,000/20,000 = 40$ percent $.4 \times \$2,500 =$ \$1,000			
Total allocation	\$7,500	\$2,000		\$500	

Municipal 30%	2020 Census Population	Proportion of Population	2026 JPA Amount	Voter Fund Total	2026 Amount Due	Voter Funds after JPA	2027 Estimated JPA Fee
City of Andover	32,601	8.96%	7,037.82	\$14,365.70	0.00	\$7,327.88	\$7,131.81
City of Anoka	17,921	4.92%	3,868.74	\$6,404.05	0.00	\$2,535.31	\$3,920.41
City of Bethel	476	0.13%	102.76	\$186.61	0.00	\$83.85	\$104.13
City of Blaine	70,222	19.30%	15,159.35	\$27,261.11	0.00	\$12,101.76	\$15,361.79
City of Centerville	3,896	1.07%	841.06	\$1,727.04	0.00	\$885.98	\$852.29
City of Circle Pines	5,025	1.38%	1,084.78	\$2,102.04	0.00	\$1,017.25	\$1,099.27
City of Columbia Heights	21,973	6.04%	4,743.48	\$6,618.92	0.00	\$1,875.44	\$4,806.82
City of Columbus	4,159	1.14%	897.83	\$1,968.12	0.00	\$1,070.28	\$909.82
City of Coon Rapids	63,599	17.48%	13,729.59	\$23,213.78	0.00	\$9,484.19	\$13,912.94
City of East Bethel	11,786	3.24%	2,544.33	\$5,026.61	0.00	\$2,482.28	\$2,578.31
City of Fridley	29,590	8.13%	6,387.81	\$9,433.63	0.00	\$3,045.82	\$6,473.12
City of Ham Lake	16,464	4.52%	3,554.21	\$7,370.42	0.00	\$3,816.21	\$3,601.67
City of Hilltop	958	0.26%	206.81	\$91.74	115.07	\$0.00	\$209.57
City of Lexington	2,248	0.62%	485.29	\$893.77	0.00	\$408.48	\$491.77
City of Lino Lakes	21,399	5.88%	4,619.56	\$9,520.20	0.00	\$4,900.64	\$4,681.25
Linwood Township	5,334	1.47%	1,151.49	\$2,398.33	0.00	\$1,246.84	\$1,166.87
City of Nowthen	4,536	1.25%	979.22	\$2,075.77	0.00	\$1,096.55	\$992.30
City of Oak Grove	8,929	2.45%	1,927.57	\$4,235.61	0.00	\$2,308.04	\$1,953.31
City of Ramsey	27,646	7.60%	5,968.15	\$11,303.26	0.00	\$5,335.12	\$6,047.85
City of Spring Lake Park	6,983	1.92%	1,507.47	\$2,376.52	0.00	\$869.05	\$1,527.60
City of St Francis	8,142	2.24%	1,757.67	\$3,088.75	0.00	\$1,331.08	\$1,781.15
TOTAL	363,887	100.00%	\$78,555.00	\$141,661.99	\$115.07	\$63,222.06	\$79,604.07

*2027 estimate assumes a 1% increase in costs

*2027 Voters funds are estimated to be similar to 2026



City of Blaine Staff Report

File Number: RES 26-156

Agenda Date	Status
September 9, 2026	
In Control	File Type
City Council	Resolution

Approval of Consent Agenda: - Sheila Sellman, Community Development Director

Agenda Item # 7.5

Resolution Granting Final Plat Approval to Create Right Of Way for 124th Lane NE and 2 Outlots to be Known as Lexington Crossing Third Addition at the Southwest Corner of Lexington Avenue and Zest Street NE. City of Blaine (Case File No. 26-0045/SLK)

Executive Summary

The proposed plat creates right of way for 124th Lane NE to provide access to the property to the west and two outlots for future commercial development and wetlands at the southwest corner of Zest Street and Lexington Avenue.

Background

Planning Commission Public Hearing	April 8, 2025
City Council (Preliminary Plat)	April 21, 2025
City Council (Final Plat)	September 9, 2026
Action Deadline	October 4, 2026

Staff report prepared by Shawn Kaye, Senior Planner, and Teresa Barnes, Project Engineer

The final plat is consistent with the approved preliminary plat, Resolution No. 25-53.

Evaluation of Request

Planning Analysis

Zoning

The subject site is zoned Town Commercial (B-5).

Land Use Designation

The land use designation is Planned Commercial (PC).

Surrounding Zoning and Land Uses

The property to the west is zoned Farm Residential (FR) with Planned Industrial/Planned Commercial (PI/PC) and Low-Density Residential (LDR) land use designations. The property to the north (across 125th Avenue) is zoned FR with a Medium Density Residential/Community Commercial (MDR/CC) land use. Across Lexington Avenue to the east, properties are zoned Planned Business District (PBD) with a land use designation of Planned Commercial (PC). Property to the south is zoned PBD with a PC land use designation.

Existing Conditions

The site is currently one vacant outlet with some wetlands present.

History

A preliminary plat was approved in April 2025, creating two outlets and right-of-way for the Zest Street extension. In July 2025, a preliminary plat was approved to create four lots and two outlet from Outlet B Lexington Crossing. The proposed plat creates right of way for 124th Lane and provides two outlets on the existing Outlet A Lexington Crossing.

Plat

Two outlets and right of way for 124th Lane NE are proposed. The lots are broken down as follows:

- Outlet A: 0.43 Acres
- Outlet B: 8.16 Acres

The B-5 district does not have minimum lot size requirements. Outlet A is for wetlands. Outlet B is for future development.

Setbacks

The B-5 setbacks will apply and will be reviewed with CUP applications and/or building permits.

Building

- Front yard: 50 feet or 1/2 of the total building height, whichever is greater
- Side yard: 15 feet or 1/2 of the total building height, whichever is greater
- Rear yard: 20 feet or 1/2 of the total building height, whichever is greater

Parking

- Front yard: 30 feet
- Side yard: 15 feet
- Rear yard: 20 feet

Landscaping

Landscaping will be reviewed with a future CUP application and/or at the time of building permit.

Engineering Analysis

Grading/Storm Drainage

The proposed final plat is coordinating with the proposed development to the west; grading and storm drainage will be reviewed with the proposed development.

Utilities

The proposed final plat is coordinating with the proposed development to the west; utilities will be reviewed with the proposed development.

Wetlands/Watershed/FEMA

The proposed final plat is coordinating with the proposed development to the west and any FEMA impacts will be reviewed at that time. The proposed final plat does not impact any of the existing wetlands on either outlot. A watershed permit is not required.

Access/Street Design/Sidewalks/Trails

The proposed final plat is coordinating with the proposed development to the west. The proposed final plat creates the required right-of-way for the associated street design, sidewalk and trail construction to occur. Further review will occur with the proposed development.

Easements/Right-of-way/Permits

The proposed final plat is coordinating with the proposed development to the west. The proposed final plat creates the required right-of-way. Further review will occur with the proposed development.

Strategic Plan Relationship

Lexington Crossing has been identified as an Economic Development Strategic Priority.

Board/Commission Review

The Planning Commission voted unanimously to approve the preliminary plat. The Planning Commission does not review final plats.

Financial Impact

Not applicable.

Public Outreach/Input

Notifications are not required for final plats.

Staff Recommendation

By motion, adopt the resolution.

Attachment List

1. Zoning and Location Map

2. Final Plat



City of Blaine

Signature Copy

Resolution: RES 26-156

Resolution Granting Final Plat Approval to Create Right Of Way for 124th Lane NE and 2 Outlots to be Known as Lexington Crossing Third Addition at the Southwest Corner of Lexington Avenue and Zest Street NE. City of Blaine (Case File No. 26-0045/SLK)

WHEREAS, an application has been filed by the CITY OF BLAINE as Case File No. 26-0045 for a final plat known as Lexington Crossing Third Addition; and

WHEREAS, said case involves the division of land in Anoka County, Minnesota, described as follows:

Outlot A, LEXINGTON CROSSING (Torrens Property, Torrens Certificate No. 158315)

WHEREAS, the Blaine City Council granted preliminary plat approval April 21, 2025, subject to the conditions as contained in Blaine City Council Resolution No. 25-53; and

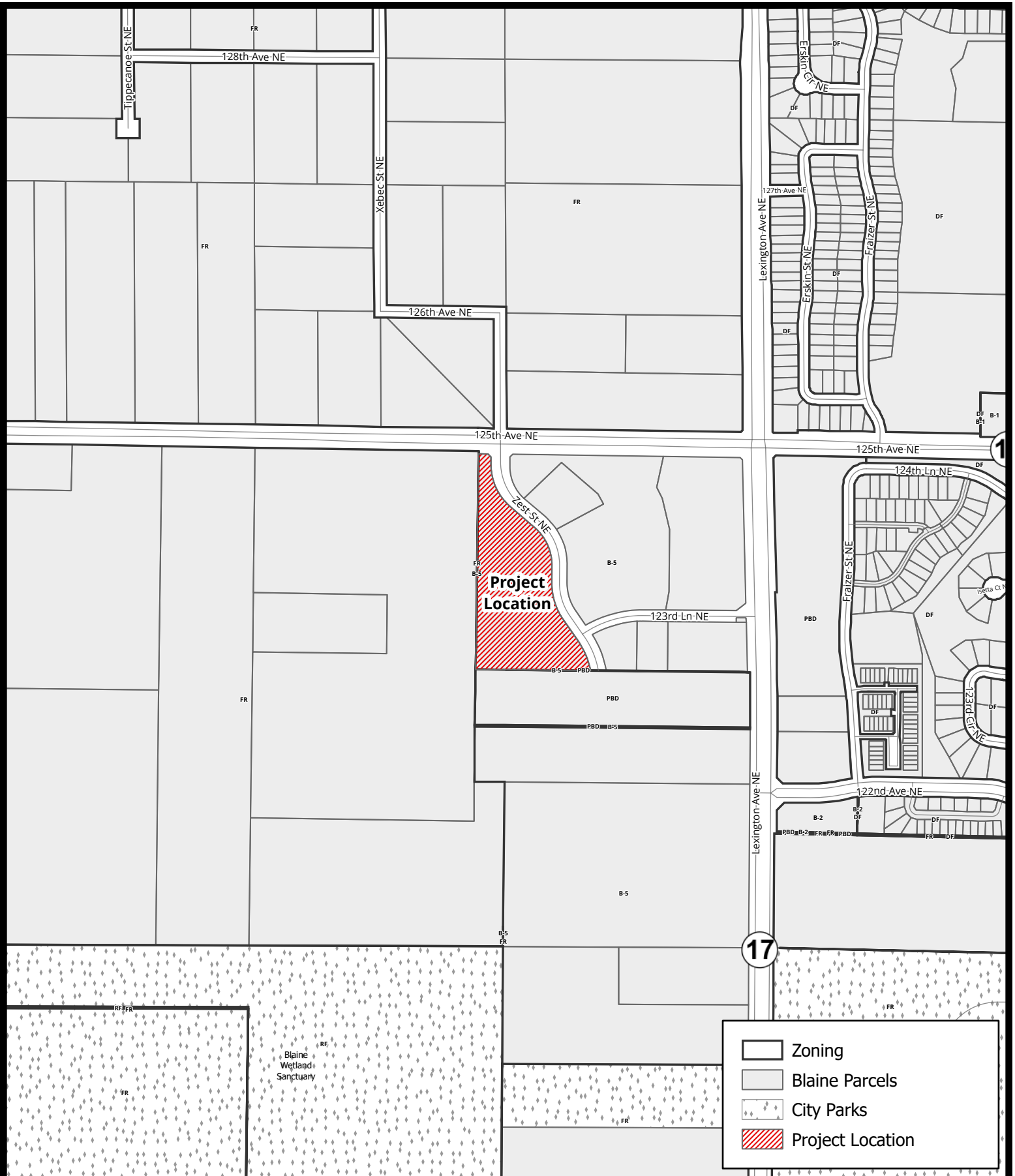
WHEREAS, the final plat is in general conformance with the approved preliminary plat.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Blaine that final plat approval for Lexington Crossing Second Addition per Section 75-33 of the subdivision regulations is hereby granted subject to the listed conditions.

NOW, THEREFORE, BE IT FURTHER RESOLVED The Mayor, City Clerk and City Manager are hereby authorized to execute any and all necessary documents, agreement and releases related to the approval, recording or administration of Lexington Crossing Third Addition subject to the listed conditions.

1. The developer is responsible for recording plat mylars with Anoka County. Proof of recording must be provided prior to issuance of building permits.

PASSED by the City Council of the City of Blaine this 9th day of September, 2026.



Case File No. 26-0045

Lexington Crossing Third Addition

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 0.09 0.18 Miles

Scale: 1:7,878



BlaineMN.gov

CITY OF BLAINE
COUNTY OF ANOKA
SEC. 11, TWP. 31, RGE. 23

Outlot A, LEXINGTON CROSSING
(Torrens Property, Torrens Certificate No. 158315)

In witness whereof said City of Blaine, a Minnesota Municipal Corporation, has caused these presents to be signed by its proper officer this _____ day of _____, 20_____.

Erik Thorvig, as City Manager

The foregoing instrument was acknowledged by me this _____ day of _____, 20____, by Tim Sanders, as Mayor, and Erik Thorvig, as City Manager, of the City of Blaine, a Minnesota Municipal Corporation under the laws of the State of Minnesota.

My commission expires _____

Dated this day of , 20

The foregoing instrument was acknowledged before me this _____ day of _____, 20____ by Thomas R. Balluff, a Licensed Land Surveyor, Minnesota License No. 40361.

My commission expires _____

This plat of LEXINGTON CROSSING THIRD ADDITION was approved and accepted by the City Council of the City of Blaine, Minnesota at a regular meeting thereof held the ____ day of _____, 20____, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

By: _____, Clerk

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this _____ day of _____, 20____.

COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this ____ day of _____, 20____.

By: _____, Deputy

County of Anoka, State of Minnesota

I hereby certify that this plat of LEXINGTON CROSSING THIRD ADDITION was filed in the office of the County Recorder/Registrar of Titles for public record this ____ day of _____, 20____, at ____ o'clock _____M. and was duly recorded as Document Number _____.

By: _____, Deputy





City of Blaine Staff Report

File Number: RES 26-165

Agenda Date	Status
September 9, 2026	
In Control	File Type
City Council	Resolution

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

Agenda Item # 7.6

Resolution to Declare Cost to be Assessed, Order Preparation and Call for Public Hearing on Proposed Assessment for the Zest Street and Lakes Parkway Construction Project, Improvement Project No. 25-04 (T2504)

Executive Summary

Improvement Project No. 25-04 was ordered by the City Council on February 19, 2025 with Resolution No. 25-26. A construction contract was awarded to Park Construction, Inc. by the City Council on September 3, 2025 with Resolution No. 25-150 and construction was completed in the summer of 2026.

Background

Improvement Project No. 25-04 included the following project areas:

- Zest Street NE (from Lakes Parkway to about 870' north)
- Lake Parkway NE (from Lexington Avenue to about 850' north)

The total cost of the project is as follows:

Construction Costs:	\$1,270,003.28
Engineering Costs:	\$410,052.86
Administration, Assessing, Other:	\$278,820.96
TOTAL:	\$1,958,877.10

The total project construction cost indicated in the Feasibility Report was estimated at \$1,785,502.58. It should be noted that the Feasibility Report project construction cost did not include costs associated

with acquiring additional easements/right of way and necessary wetland credits which totaled \$177,881.99 as these costs were beyond the scope of the report. The Assessment Roll has been prepared consistent with the Feasibility Report. Of the final total cost, the Public Sanitary Sewer Funds will contribute \$122,692.97 for sanitary sewer improvements, Public Water Utility Funds will contribute \$113,801.89 for water main improvements, Pavement Management Program funds will contribute \$167,797.71, and Municipal State Aid funds will contribute \$1,554,584.53. As identified in the Feasibility Report, per the direction of the City Council, the project will be assessed at 50% of the project costs and assessments will be deferred until such time as the properties are developed. Therefore, \$735,521.41 will be assessed and collected in the future to reimburse the MSAS Fund.

Strategic Plan Relationship

The Zest Street and Lakes Parkway Project aligns with the City's strategic plan goal of infrastructure management by providing high-quality street surfaces.

Board/Commission Review

N/A

Financial Impact

This project was previously identified in the 2024-2028 Capital Improvement Program (CIP) as "Zest Street from Lakes Parkway to 125th Avenue Improvements", which was adopted by the City Council via resolution 23-207 on December 18, 2023. The 2024-2028 CIP includes \$225,000 for pre-construction services in 2024 and the 2025-2029 CIP appropriated \$1,900,000 for consulting, construction, and contingencies in 2025, bringing the total project budget to \$2,125,000.

The actual costs as outlined in the table below are presented at \$1,958,878, which is \$166,122 or 7.8% less than the authorized budget. The total funding sources for the project include assessments, which, at the direction of the Council, will be deferred until such time as the properties are developed. Due to this deferment, the city is leveraging Municipal State Aid (MSA) funds in addition to water and sewer funds to finance utility improvements within the project area. Because not all the pavement-related activities were determined to be MSA eligible expenses, the city will be required to fund a portion of the project using Pavement Management Plan (PMP) funds, which are available through the 2026 tax levy. Comprehensive street reconstruction projects along the city's municipal state-aid routes are rarely 100% eligible for reimbursement through the MSA program due to strict state guidelines and cost-participation rules. Specifically, design enhancements that exceed baseline MnDOT standards, like decorative lighting or specialized streetscape, are classified as local betterments, while infrastructure over sizing built to accommodate future private development must be removed from state participation, resulting in the city providing a direct financial contribution.

Historically, staff would utilize available PMP Fund appropriations to cover utility budget overruns with project savings. Due to the uniqueness of this project, the utility funds will be required to cover their actual costs as amended.

Funding Source	2024 Adopted Budget 2024-2028 CIP	2025 Adopted Budget 2024-2028 CIP	Authorized Finance/Bonding	Actual Costs/Amended Budget (09/09/2026)
State Aid Municipal Funds	\$225,000	\$1,800,000	\$2,025,000	\$1,554,585
PMP Fund				\$167,798
Water Utility Funds		\$60,000	\$60,000	\$113,802
Sanitary Sewer Utility Fund		\$40,000	\$40,000	\$122,693
	\$225,000	\$1,900,000	\$2,125,000	\$1,958,878
Special Assessments (option to defer)		\$937,500	\$937,500	\$735,521

Public Outreach/Input

The project itself and the assessment process has complied with all public notification requirements pursuant to MN Statutes, Chapter 429.

Staff Recommendation

By motion, adopt the resolution.

Attachment List

1. Project Location Map
2. Pages from CP25-04_Feasibility_Report_2024-12-05_final 1
3. 25-04 Proposed assessment roll



City of Blaine

Signature Copy

Resolution: RES 26-165

Resolution to Declare Cost to be Assessed, Order Preparation and Call for Public Hearing on Proposed Assessment for the Zest Street and Lakes Parkway Construction Project, Improvement Project No. 25-04 (T2504)

WHEREAS, a contract was entered into for constructing streets and utilities, including pavement, curb and gutter installation, storm sewer, sanitary sewer, and watermain improvements, sidewalk and trail installation, and appurtenant construction in the following described areas:

- Zest Street NE (from Lakes Parkway to about 870' north)
- Lake Parkway NE (from Lexington Avenue to about 850' north)

AND WHEREAS, the construction cost for such improvement is \$1,270,003.28, and the expenses incurred in the making of said improvements amounts to be \$688,873.81, making the total cost \$1,958,877.10.

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

1. The total cost of such improvements is hereby declared to be \$1,958,877.10.
2. The amount to be assessed is hereby declared to be \$735,521.41. The Public Utility Funds will contribute \$236,494.86 for water and sanitary sewer improvements, the PMP Funds will contribute \$167,797.71, and Municipal State Aid Funds will contribute \$1,554,584.53.
3. The City will not seek collection of the assessments, special or otherwise, related to the project until such time and at such time as future development of the Property is approved, such as or including building permit, rezoning, site plan approval, or preliminary plat approval. The deferred assessments shall bear interest at the rate of 5.25% per annum from the date of the adoption of the assessment resolution. The first of the installments is to be payable on or before the first Monday in January of the following year after such development approval occurs, and assessments shall be payable in annual installments extending over a period of fifteen (15) years.
4. The City Clerk, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece, or parcel of land within the district affected without regard to cash valuation, as provided by law, and they shall file a copy of such proposed assessment in their office for public inspection.
5. The City Clerk has notified the City Council that such proposed assessment has been completed and filed in their office for public inspection.

6. A hearing shall be held on the 5th day of October 2026, in the Council Chambers at Blaine City Hall at 7:00PM, or as near that time as possible, to pass upon the proposed assessment at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.

7. The City Clerk shall give published and mailed notice of such hearing as required by law.

PASSED by the City Council of the City of Blaine this 9th day of September, 2026.



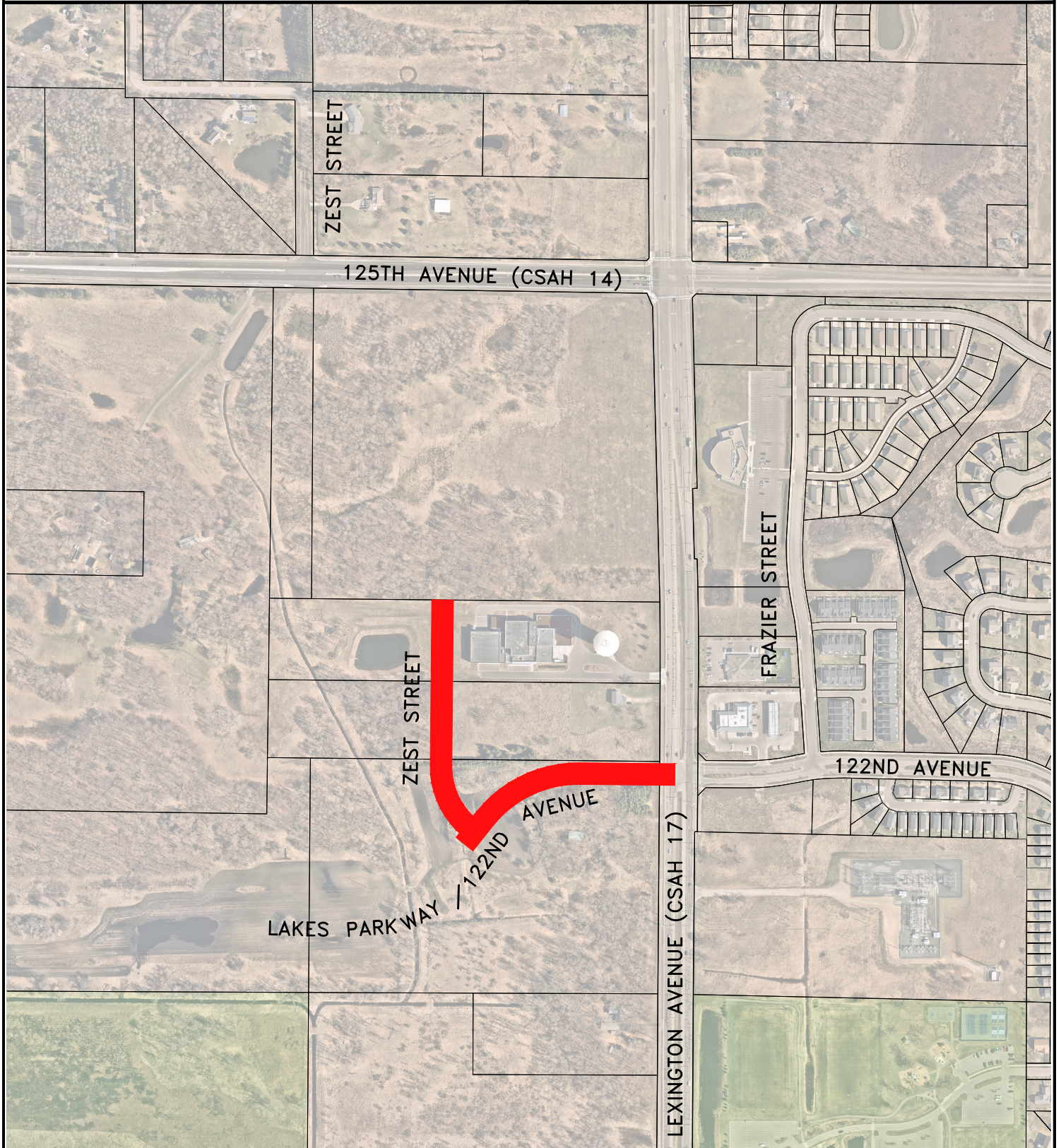
CITY OF BLAINE

LOCATION MAP



2025 ZEST STREET CONSTRUCTION PROJECT

— PROPOSED PROJECT LOCATION



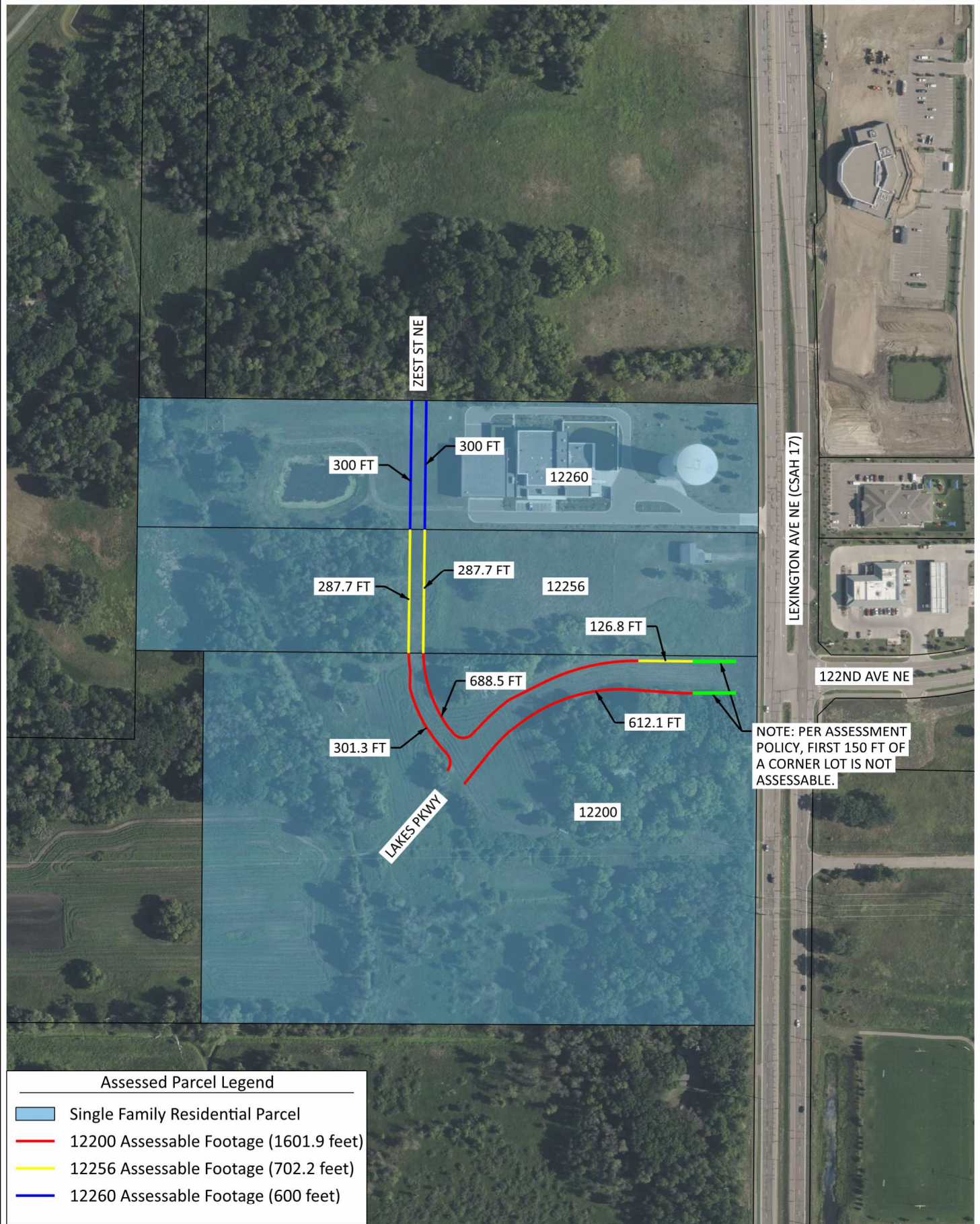


Exhibit 1: Assessment Map
Zest Street and Lakes Parkway Construction
Feasibility Assessment Report
City of Blaine, Minnesota



0 150 300
SCALE IN FEET



IMPROVEMENT PROJECT 25-04 (T2504)
 ZEST STREET NE AND LAKES PARKWAY NE CONSTRUCTION
 CITY OF BLAINE
 PROPOSED ASSESSMENT ROLL

ASSESSMENT RATE BREAKDOWN											
CONSTRUCTION COSTS*		\$1,048,972	*(CONSTRUCTION COSTS DO NOT INCLUDE STREET OVERSIZING, WATER MAIN, SANITARY SEWER, DRIVEWAY REPLACEMENT, AND LANDSCAPING/IRRIGATION REPAIR COSTS)			SPECIAL COUNCIL DETERMINED					
ADMINISTRATIVE COSTS		\$422,059				TOTAL COST PER FRONT FOOT		ASSESSMENT		ASSESSMENT RATE PER FRONT FOOT	
TOTAL COST		\$1,471,030				TOTAL FRONT FOOTAGE		PERCENTAGE			
ASSESSABLE COST		\$1,471,030	÷	2904.1 LF		=	\$506.54	x	50%	= \$253.27	
PROPERTY PIN	PROPERTY ADDRESS	PROPERTY OWNER			ASSESSABLE FRONT FOOTAGE	ASSESSMENT RATE PER FRONT FOOT		PROPOSED ASSESSMENT			
11-31-23-14-0001	12200 LEXINGTON AVE NE	ALLIE DEAN			1601.9	\$253.27		\$405,713.21			
11-31-23-14-0003	12256 LEXINGTON AVE NE	GEORGI CHARLES			702.2	\$253.27		\$177,846.19			
11-31-23-14-0004	12260 LEXINGTON AVE NE	CITY OF BLAINE			600.0	\$253.27		\$151,962.00			
TOTALS:					2904.10			\$735,521.41			



City of Blaine Staff Report

File Number: RES 26-170

Agenda Date	Status
September 9, 2026	
In Control	File Type
City Council	Resolution

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

Agenda Item # 7.7

Resolution to Declare Cost to be Assessed, Order Preparation and Call for Hearing on Proposed Assessment for 2025 Southwest Area Street Reconstruction Project, Improvement Project No. 25-06 (T2506)

Executive Summary

Improvement Project No. 25-06 was ordered by the City Council on November 18, 2024 with Resolution No. 24-218. A construction contract was awarded to Douglas-Kerr Underground, LLC by the City Council on April 21, 2025 with Resolution No. 25-57 and construction was completed in the spring of 2026.

Background

Improvement Project No. 25-06 included the following project areas:

- 87th Lane from west cul-de-sac to Able Street
- 88th Avenue from Jefferson Street to Jackson Street
- 88 ½ Avenue from Van Buren Street to Able Street
- Jefferson Street from south cul-de-sac to 89th Avenue
- Madison Street from 88th Avenue to 89th Avenue
- Monroe Street from 88th Avenue to 89th Avenue
- Quincy Street from 88th Avenue to 89th Avenue
- Jackson Street from 87th Lane to 89th Avenue
- Van Buren Street from County Highway 10 Frontage Road to 88 ½ Avenue

The total cost of the project is as follows:

Construction Costs: \$2,607,818.32
Engineering Costs: \$444,227.46
Administration, Assessing, \$200,452.68
Other:

\$3,252,498.46

TOTAL:

The total project cost indicated in the Feasibility Report was estimated at \$4,335,630.00. The Assessment Roll has been prepared consistent with the Feasibility Report. Of the total cost, the amount to be assessed is \$662,940.74. The Public Utility Funds will contribute \$326,258.57 for water and sanitary sewer improvements and the Pavement Management Program funds will contribute \$2,263,299.15.

Strategic Plan Relationship

The 2025 Southwest Area Street Reconstruction project aligns with the City's strategic plan goal of infrastructure management by providing high-quality street surfaces.

Board/Commission Review

N/A

Financial Impact

The 2024 Southwest Area Street Reconstruction Project was originally identified as "2025 Area 1 Street Reconstruction" in the 2024–2028 Capital Improvement Program (CIP). The City Council adopted this CIP via resolution 23-207 on December 12, 2023, which included a 2024 allocation of \$391,000 for pre-construction services. The subsequent 2025–2029 CIP approved an additional appropriation of \$3,650,000 for consulting, construction, and contingency, bringing the total project budget to \$4,041,500.

Funding was to be provided by a combination of bond proceeds placed in the City Pavement Management Program Fund, assessments, and Public Utility Funds.

The actual costs as outlined in the table below are presented at \$3,252,526 which is \$788,974 or 19.5% less than the appropriated budget and what was bonded for. When a city issues debt, the proceeds are commonly placed in a capital project fund to finance the acquisition of asset(s). Then user fees, property tax levy, or other funding sources are then subsequently collected in a separate debt service fund to pay principal and interest associated with the bonding. Typically, when a project is completed and there are remaining funds in the capital projects fund, these funds are transferred to the debt service fund. This is because the bonds were issued to fund the capital project, and the remaining proceeds should be used to pay off those bonds.

Assessments will be levied as outlined in the city's assessment policy (15 years for full reconstruction) and will be used to fund repayment of the 2025B bond series. The carrying cost, or interest associated with the variance between the amount of special assessment debt issued and the amount to actually be assessed, will need to be funded by additional property tax levies, absent another funding source.

Funding Source	2024 Adopted Budget 2024-2028 CIP (12/18/2023)	2025 Adopted Budget 2025-2029 CIP (12/16/2024)	Authorized Financing/Bonding	Actual Costs (09/09/2026)
Property Tax Levy Debt	\$391,000	\$2,471,000	\$2,862,000	\$2,263,299
Special Assessment Debt	-	\$729,500	\$729,500	\$662,940
Water Utility	-	\$390,000	\$390,000	\$287,763
Sanitary Sewer Utility	-	\$60,000	\$60,000	\$38,524
TOTAL	\$391,000	\$3,650,500	\$4,041,500	\$3,252,526

Public Outreach/Input

The project itself and the assessment process has complied with all public notification requirements pursuant to MN Statutes, Chapter 429.

Staff Recommendation

By motion, adopt the resolution.

Attachment List

1. 25-06 Assessable Parcels Map
2. 25-06 Proposed Final Assessment Roll



City of Blaine

Signature Copy

Resolution: RES 26-170

Resolution to Declare Cost to be Assessed, Order Preparation and Call for Hearing on Proposed Assessment for 2025 Southwest Area Street Reconstruction Project, Improvement Project No. 25-06 (T2506)

WHEREAS, a contract was entered into for a full reconstruction, including new concrete curb and gutter, aggregate base, bituminous pavement, storm sewer improvements, and appurtenant construction in the following described areas:

- 87th Lane from west cul-de-sac to Able Street
- 88th Avenue from Jefferson Street to Jackson Street
- 88 ½ Avenue from Van Buren Street to Able Street
- Jefferson Street from south cul-de-sac to 89th Avenue
- Madison Street from 88th Avenue to 89th Avenue
- Monroe Street from 88th Avenue to 89th Avenue
- Quincy Street from 88th Avenue to 89th Avenue
- Jackson Street from 87th Lane to 89th Avenue
- Van Buren Street from County Highway 10 Frontage Road to 88 ½ Avenue

AND WHEREAS, the construction cost for such improvement is \$2,607,818.32, and the expenses incurred in the making of said improvements amounts to be \$644,680.14 making the total cost \$3,252,498.46.

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

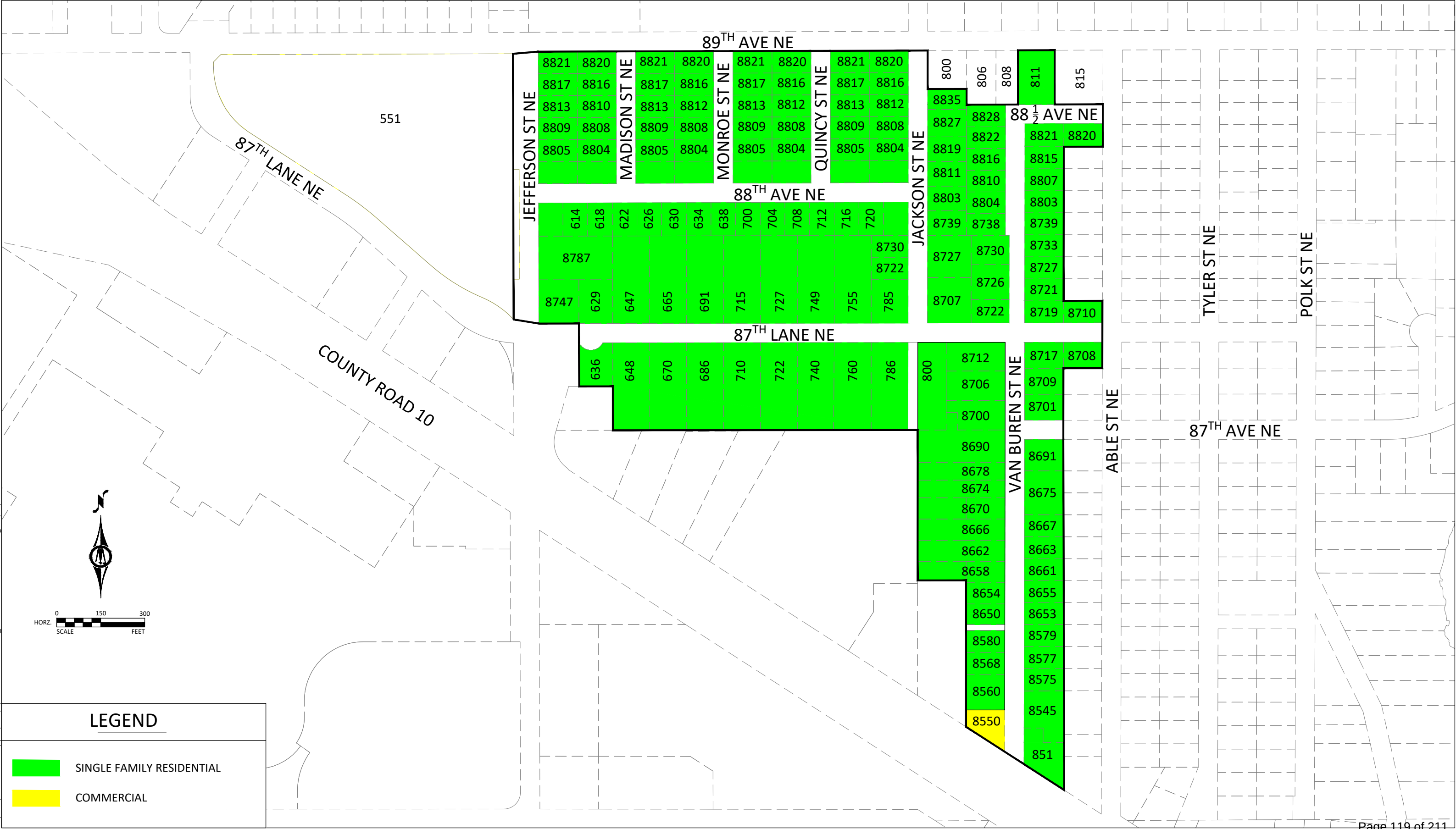
1. The total cost of such improvements is hereby declared to be \$3,252,498.46.
2. The amount to be assessed is hereby declared to be \$662,940.74. The Public Utility Funds will contribute \$326,258.57 for water and sanitary sewer improvements and Pavement Management Program Funds will contribute \$2,263,299.15.
3. Assessments shall be payable in annual installments extending over a period of fifteen (15) years. The first of the installments to be payable on or before the first Monday in January 2027, and shall bear interest at the rate of 5.25% per annum from the date of the adoption of the assessment resolution.
4. The City Clerk, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece, or parcel of land within the district affected without regard to cash valuation, as provided by law, and they shall file a copy of such proposed assessment in their office for public inspection.

5. The City Clerk has notified the City Council that such proposed assessment has been completed and filed in their office for public inspection.

6. A hearing shall be held on the 5th day of October 2026, in the Council Chambers at Blaine City Hall at 7:00PM, or as near that time as possible, to pass upon the proposed assessment at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.

7. The City Clerk shall give published and mailed notice of such hearing as required by law.

PASSED by the City Council of the City of Blaine this 9th day of September, 2026.



PROJECT 25-06
2025 SOUTHWEST AREA STREET RECONSTRUCTION
CITY OF BLAINE
EXHIBIT NO. 1A - SINGLE FAMILY RESIDENTIAL
PROPOSED FINAL ASSESSMENT ROLL

ASSESSMENT RATE BREAKDOWN					
CONSTRUCTION COSTS*		\$1,881,929	*(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, DRIVEWAY REPLACEMENT, LANDSCAPING/IRRIGATION REPAIR, AND WATERSHED PERMIT REQUIREMENT COSTS)		
ADMINISTRATIVE COSTS		\$465,233			
TOTAL COST		\$2,347,162			
RESIDENTIAL ASSESSMENT RATE		x 35%	TOTAL FRONT FOOTAGE	RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT	
ASSESSABLE COST		\$821,507 ÷	16825.4 LF	=	\$48.83
RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT	ASSESSABLE SINGLE FAMILY RESIDENTIAL FOOTAGE	AMOUNT ASSESSED		ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT
\$48.83	X	13576.5 LF	=	\$662,940.50 ÷ 146	= \$4,540.69
PROPERTY PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT	PROPOSED ASSESSMENT
31-31-23-41-0002	8835 JACKSON ST NE	KUBISZEWSKI, JASON	1	\$4,540.69	\$4,540.69
31-31-23-41-0004	811 88 1/2 AVE NE	BRADLEY, BRIAN JOSEPH	1	\$4,540.69	\$4,540.69
31-31-23-41-0007	8707 JACKSON ST NE	PULCHAN ANAND	1	\$4,540.69	\$4,540.69
31-31-23-41-0008	8727 JACKSON ST NE	NIELSON, DAVID B	1	\$4,540.69	\$4,540.69
31-31-23-41-0009	8726 VAN BUREN ST NE	SOLOMONSON BETZE K	1	\$4,540.69	\$4,540.69
31-31-23-41-0010	8722 VAN BUREN ST NE	HAGGENMILLER, SCOTT A	1	\$4,540.69	\$4,540.69
31-31-23-41-0012	8730 VAN BUREN ST NE	WAGGONER CHRISTINE	1	\$4,540.69	\$4,540.69
31-31-23-41-0013	8712 VAN BUREN ST NE	8712 VAN BUREN ST LLC	1	\$4,540.69	\$4,540.69
31-31-23-41-0016	8700 VAN BUREN ST NE	SHEPPARD, JAMES T	1	\$4,540.69	\$4,540.69
31-31-23-41-0031	8708 ABLE ST NE	HAAVISTO, MARY E	1	\$4,540.69	\$4,540.69
31-31-23-41-0034	8701 VAN BUREN ST NE	MOORE, OLIVER	1	\$4,540.69	\$4,540.69
31-31-23-41-0035	8709 VAN BUREN ST NE	JOHNSON BRUCE E & DENISE M	1	\$4,540.69	\$4,540.69
31-31-23-41-0036	8717 VAN BUREN ST NE	PETERSEN NANCY L	1	\$4,540.69	\$4,540.69
31-31-23-41-0084	8820 ABLE ST NE	SALDANA, TIMOTHY A	1	\$4,540.69	\$4,540.69
31-31-23-41-0092	8710 ABLE ST NE	SCHLEGEL, RUBY	1	\$4,540.69	\$4,540.69
31-31-23-41-0093	8719 VAN BUREN ST NE	GUNDERSON, SUZIE LEA & BENJAMIN	1	\$4,540.69	\$4,540.69
31-31-23-41-0094	8721 VAN BUREN ST NE	WOELM DAVID W & M L	1	\$4,540.69	\$4,540.69
31-31-23-41-0095	8727 VAN BUREN ST NE	SWANSON JR, DONALD M	1	\$4,540.69	\$4,540.69
31-31-23-41-0096	8733 VAN BUREN ST NE	HATHAWAY DICK L & JEAN F	1	\$4,540.69	\$4,540.69
31-31-23-41-0097	8739 VAN BUREN ST NE	HOVERMAN, BRIAN T	1	\$4,540.69	\$4,540.69
31-31-23-41-0098	8803 VAN BUREN ST NE	JIMENEZ, IVAN ROBERTO ALEMAN	1	\$4,540.69	\$4,540.69

ASSESSMENT RATE BREAKDOWN					
CONSTRUCTION COSTS*		\$1,881,929	*(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, DRIVEWAY REPLACEMENT, LANDSCAPING/IRRIGATION REPAIR, AND WATERSHED PERMIT REQUIREMENT COSTS)		
ADMINISTRATIVE COSTS		\$465,233			
TOTAL COST		\$2,347,162			
RESIDENTIAL ASSESSMENT RATE		x 35%	TOTAL FRONT FOOTAGE	RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT	
ASSESSABLE COST		\$821,507 ÷	16825.4 LF	=	\$48.83
RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT	ASSESSABLE SINGLE FAMILY RESIDENTIAL FOOTAGE	AMOUNT ASSESSED		ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT
\$48.83	X	13576.5 LF	=	\$662,940.50 ÷	146 = \$4,540.69
PROPERTY PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT	PROPOSED ASSESSMENT
31-31-23-41-0099	8807 VAN BUREN ST NE	STOUTENBURG, MAX T	1	\$4,540.69	\$4,540.69
31-31-23-41-0100	8815 VAN BUREN ST NE	OCHOA KARINA	1	\$4,540.69	\$4,540.69
31-31-23-41-0101	8821 VAN BUREN ST NE	FORMAN JONATHON B	1	\$4,540.69	\$4,540.69
31-31-23-41-0102	8828 VAN BUREN ST NE	BURT GERALD E & KELLY A	1	\$4,540.69	\$4,540.69
31-31-23-41-0103	8822 VAN BUREN ST NE	MCLAIN KATHRYN A	1	\$4,540.69	\$4,540.69
31-31-23-41-0104	8816 VAN BUREN ST NE	RUSSIE, ROBERT A	1	\$4,540.69	\$4,540.69
31-31-23-41-0105	8810 VAN BUREN ST NE	WILSON STUART	1	\$4,540.69	\$4,540.69
31-31-23-41-0106	8804 VAN BUREN ST NE	HANSEN HELEN	1	\$4,540.69	\$4,540.69
31-31-23-41-0107	8738 VAN BUREN ST NE	LARSON, KELLY L	1	\$4,540.69	\$4,540.69
31-31-23-41-0108	8739 JACKSON ST NE	FAIRBANKS LEROY F	1	\$4,540.69	\$4,540.69
31-31-23-41-0109	8803 JACKSON ST NE	SCHUELLER, CORRIE L	1	\$4,540.69	\$4,540.69
31-31-23-41-0110	8811 JACKSON ST NE	THOMAS, DANIEL	1	\$4,540.69	\$4,540.69
31-31-23-41-0111	8819 JACKSON ST NE	LAMB, JESSE D	1	\$4,540.69	\$4,540.69
31-31-23-41-0112	8827 JACKSON ST NE	MCALONIE CHRISTOPHER & THUTHAO	1	\$4,540.69	\$4,540.69
31-31-23-41-0114	8706 VAN BUREN ST NE	ASI ANOKA COUNTY INC	1	\$4,540.69	\$4,540.69
31-31-23-41-0117	800 87TH LN NE	STONE STEVE H	1	\$4,540.69	\$4,540.69
31-31-23-42-0001	8820 JACKSON ST NE	DAILEY JACOB CHRISTOPHER	1	\$4,540.69	\$4,540.69
31-31-23-42-0002	8816 JACKSON ST NE	PHILLIPS, CHARLES WILLIAM	1	\$4,540.69	\$4,540.69
31-31-23-42-0003	8812 JACKSON ST NE	LARSON WILLIAM R JR & D K	1	\$4,540.69	\$4,540.69
31-31-23-42-0004	8808 JACKSON ST NE	HAWTON, LISA	1	\$4,540.69	\$4,540.69
31-31-23-42-0005	8804 JACKSON ST NE	KUNZMANN TRUSTEE ROBERT L	1	\$4,540.69	\$4,540.69
31-31-23-42-0006	8800 JACKSON ST NE	WOODEN DEAN	1	\$4,540.69	\$4,540.69
31-31-23-42-0007	8801 QUINCY ST NE	BOHRER FAMILY TRUST	1	\$4,540.69	\$4,540.69
31-31-23-42-0008	8805 QUINCY ST NE	HARRIS CAROLYN SUZANNE	1	\$4,540.69	\$4,540.69
31-31-23-42-0009	8809 QUINCY ST NE	DRROWER 2018-1 ML LLC, TRICON RESIDENTIAL C/O RY	1	\$4,540.69	\$4,540.69
31-31-23-42-0010	8813 QUINCY ST NE	KALIHER KEVIN J & JILL M	1	\$4,540.69	\$4,540.69
31-31-23-42-0011	8817 QUINCY ST NE	XIONG, DOUA	1	\$4,540.69	\$4,540.69
31-31-23-42-0012	8821 QUINCY ST NE	LACASSE, LISA A	1	\$4,540.69	\$4,540.69
31-31-23-42-0013	8820 QUINCY ST NE	LITTLE, DONALD M	1	\$4,540.69	\$4,540.69
31-31-23-42-0014	8816 QUINCY ST NE	RICHARDS, DELANO	1	\$4,540.69	\$4,540.69

ASSESSMENT RATE BREAKDOWN					
CONSTRUCTION COSTS*		\$1,881,929	*(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, DRIVEWAY REPLACEMENT, LANDSCAPING/IRRIGATION REPAIR, AND WATERSHED PERMIT REQUIREMENT COSTS)		
ADMINISTRATIVE COSTS		\$465,233			
TOTAL COST		\$2,347,162	RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT		
RESIDENTIAL ASSESSMENT RATE		x 35%	TOTAL FRONT FOOTAGE		
ASSESSABLE COST		\$821,507 ÷	16825.4 LF	=	\$48.83
RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT \$48.83 X ASSESSABLE SINGLE FAMILY RESIDENTIAL FOOTAGE 13576.5 LF = AMOUNT ASSESSED \$662,940.50 ÷ ASSESSABLE RESIDENTIAL LOT UNITS 146 = ASSESSMENT RATE PER RESIDENTIAL LOT UNIT \$4,540.69					
PROPERTY PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT	PROPOSED ASSESSMENT
31-31-23-42-0015	8812 QUINCY ST NE	THOMPSON, SUSAN L	1	\$4,540.69	\$4,540.69
31-31-23-42-0016	8808 QUINCY ST NE	VANG, HNANG	1	\$4,540.69	\$4,540.69
31-31-23-42-0017	8804 QUINCY ST NE	HANSON, JACK WILLIAM	1	\$4,540.69	\$4,540.69
31-31-23-42-0018	8800 QUINCY ST NE	KOLAR, ARLENE H	1	\$4,540.69	\$4,540.69
31-31-23-42-0019	8801 MONROE ST NE	NIEMANN STEVEN	1	\$4,540.69	\$4,540.69
31-31-23-42-0020	8805 MONROE ST NE	CROMEY, STEVEN A	1	\$4,540.69	\$4,540.69
31-31-23-42-0021	8809 MONROE ST NE	SCHULTZ, DODIE JEAN	1	\$4,540.69	\$4,540.69
31-31-23-42-0022	8813 MONROE ST NE	HECKMAN JAMES B & DORIS J	1	\$4,540.69	\$4,540.69
31-31-23-42-0023	8817 MONROE ST NE	MARQUEZ GARCIA, MARIA GUADALUPE	1	\$4,540.69	\$4,540.69
31-31-23-42-0024	8821 MONROE ST NE	ELLWOOD, JEANNIE A	1	\$4,540.69	\$4,540.69
31-31-23-42-0025	8820 MONROE ST NE	E & T PROPERTY LLC	1	\$4,540.69	\$4,540.69
31-31-23-42-0026	8816 MONROE ST NE	HENICK, CHRISTOPHER	1	\$4,540.69	\$4,540.69
31-31-23-42-0027	8812 MONROE ST NE	KOWALSKY SUSAN	1	\$4,540.69	\$4,540.69
31-31-23-42-0028	8808 MONROE ST NE	PORTER BRIAN A	1	\$4,540.69	\$4,540.69
31-31-23-42-0029	8804 MONROE ST NE	STEGER LEE V	1	\$4,540.69	\$4,540.69
31-31-23-42-0030	8800 MONROE ST NE	SAUER FRED WILLIAM	1	\$4,540.69	\$4,540.69
31-31-23-42-0031	8801 MADISON ST NE	GUERTIN DEBRA	1	\$4,540.69	\$4,540.69
31-31-23-42-0032	8805 MADISON ST NE	LEHMAN PAUL J & WANDA D	1	\$4,540.69	\$4,540.69
31-31-23-42-0033	8809 MADISON ST NE	SCOTT, KAREN J M	1	\$4,540.69	\$4,540.69
31-31-23-42-0034	8813 MADISON ST NE	SCHAFER, NICHOLAS	1	\$4,540.69	\$4,540.69
31-31-23-42-0035	8817 MADISON ST NE	HUNT DEAN & CATHERINE A	1	\$4,540.69	\$4,540.69
31-31-23-42-0036	8821 MADISON ST NE	MORTON, BRADLEY W	1	\$4,540.69	\$4,540.69
31-31-23-42-0037	8820 MADISON ST NE	LAVIGNA, MARYELLEN	1	\$4,540.69	\$4,540.69
31-31-23-42-0038	8816 MADISON ST NE	ROMERO ULISES ARIZA	1	\$4,540.69	\$4,540.69
31-31-23-42-0039	8810 MADISON ST NE	CIZMIC STOJAN & ANDJA	1	\$4,540.69	\$4,540.69
31-31-23-42-0040	8808 MADISON ST NE	LAWRENCE TIMOTHY A	1	\$4,540.69	\$4,540.69
31-31-23-42-0041	8804 MADISON ST NE	JOHNSON BRANDEN LEE	1	\$4,540.69	\$4,540.69
31-31-23-42-0042	8800 MADISON ST NE	OMMART, DOUGLAS S	1	\$4,540.69	\$4,540.69
31-31-23-42-0043	8801 JEFFERSON ST NE	RAUSCHNOT BENJAMIN	1	\$4,540.69	\$4,540.69
31-31-23-42-0044	8805 JEFFERSON ST NE	HELMERICK, DEAN J	1	\$4,540.69	\$4,540.69

ASSESSMENT RATE BREAKDOWN					
CONSTRUCTION COSTS*		\$1,881,929	*(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, DRIVEWAY REPLACEMENT, LANDSCAPING/IRRIGATION REPAIR, AND WATERSHED PERMIT REQUIREMENT COSTS)		
ADMINISTRATIVE COSTS		\$465,233			
TOTAL COST		\$2,347,162	RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT		
RESIDENTIAL ASSESSMENT RATE		x 35%	TOTAL FRONT FOOTAGE		
ASSESSABLE COST		\$821,507 ÷	16825.4 LF	=	\$48.83
RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT \$48.83 X ASSESSABLE SINGLE FAMILY RESIDENTIAL FOOTAGE 13576.5 LF = AMOUNT ASSESSED \$662,940.50 ÷ ASSESSABLE RESIDENTIAL LOT UNITS 146 = ASSESSMENT RATE PER RESIDENTIAL LOT UNIT \$4,540.69					
PROPERTY PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT	PROPOSED ASSESSMENT
31-31-23-42-0045	8809 JEFFERSON ST NE	SOHLBERG, ROBERT	1	\$4,540.69	\$4,540.69
31-31-23-42-0046	8813 JEFFERSON ST NE	ZAWADSKI TIMOTHY A	1	\$4,540.69	\$4,540.69
31-31-23-42-0047	8817 JEFFERSON ST NE	MUDICK, MITCHELL A	1	\$4,540.69	\$4,540.69
31-31-23-42-0048	8821 JEFFERSON ST NE	BACKUS, DAVID M	1	\$4,540.69	\$4,540.69
31-31-23-42-0049	724 88TH AVE NE	BRENDEN STEVEN M & DIANE M	1	\$4,540.69	\$4,540.69
31-31-23-42-0050	720 88TH AVE NE	STONEBERG LINDA K & DANIEL J	1	\$4,540.69	\$4,540.69
31-31-23-42-0051	716 88TH AVE NE	CHAPMAN TRUSTEE GERALDINE GUNIL	1	\$4,540.69	\$4,540.69
31-31-23-42-0052	712 88TH AVE NE	COSTELLO ANDREW JOSEPH	1	\$4,540.69	\$4,540.69
31-31-23-42-0053	708 88TH AVE NE	RAMOS VALENTE MILIAN	1	\$4,540.69	\$4,540.69
31-31-23-42-0054	704 88TH AVE NE	KIRKHOLM, MARSHALL J	1	\$4,540.69	\$4,540.69
31-31-23-42-0055	700 88TH AVE NE	BRIANT, JERENE M	1	\$4,540.69	\$4,540.69
31-31-23-42-0056	638 88TH AVE NE	JORDAN SCOTT T	1	\$4,540.69	\$4,540.69
31-31-23-42-0057	634 88TH AVE NE	13 FREMONT AVENUE LLC	1	\$4,540.69	\$4,540.69
31-31-23-42-0058	630 88TH AVE NE	JORDAN MARY ANN	1	\$4,540.69	\$4,540.69
31-31-23-42-0059	626 88TH AVE NE	MUTZBERG, STACIE RENEE	1	\$4,540.69	\$4,540.69
31-31-23-42-0060	622 88TH AVE NE	PROSSER TROY R	1	\$4,540.69	\$4,540.69
31-31-23-42-0061	618 88TH AVE NE	FLEISCHFRESSER ANNA B	1	\$4,540.69	\$4,540.69
31-31-23-42-0062	614 88TH AVE NE	SCHMIDT ALAN D & LEEGARD LYNN	1	\$4,540.69	\$4,540.69
31-31-23-42-0063	610 88TH AVE NE	LOOMIS, BOBBI	1	\$4,540.69	\$4,540.69
31-31-23-42-0064	786 87TH LN NE	LYTTLE, ANNYETTA	1	\$4,540.69	\$4,540.69
31-31-23-42-0067	722 87TH LN NE	MOLINE JUSTIN	1	\$4,540.69	\$4,540.69
31-31-23-42-0068	710 87TH LN NE	DREVER, JESSICA J	1	\$4,540.69	\$4,540.69
31-31-23-42-0069	686 87TH LN NE	KOSKA WADE W	1	\$4,540.69	\$4,540.69
31-31-23-42-0070	670 87TH LN NE	RYAN LAURI J	1	\$4,540.69	\$4,540.69
31-31-23-42-0071	648 87TH LN NE	CLANCY, TIMOTHY	1	\$4,540.69	\$4,540.69
31-31-23-42-0074	636 87TH LN NE	SANCHEZ-SALGADO, ISAAC R	1	\$4,540.69	\$4,540.69
31-31-23-42-0075	8730 JACKSON ST NE	RUNYON-CLARK ALYSSA CHRISTINE	1	\$4,540.69	\$4,540.69
31-31-23-42-0076	785 87TH LN NE	HARTMANN, SHERRIE A	1	\$4,540.69	\$4,540.69
31-31-23-42-0077	8722 JACKSON ST NE	SHERMACH BRITTANY	1	\$4,540.69	\$4,540.69
31-31-23-42-0078	755 87TH LN NE	SHARP, NASH & BRITTA PALMER	1	\$4,540.69	\$4,540.69

ASSESSMENT RATE BREAKDOWN						
CONSTRUCTION COSTS*		\$1,881,929	*(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, DRIVEWAY REPLACEMENT, LANDSCAPING/IRRIGATION REPAIR, AND WATERSHED PERMIT REQUIREMENT COSTS)			
ADMINISTRATIVE COSTS		\$465,233				
TOTAL COST		\$2,347,162	RESIDENTIAL ASSESSMENT RATE			
RESIDENTIAL ASSESSMENT RATE		x 35%	TOTAL FRONT FOOTAGE		PER FRONT FOOT	
ASSESSABLE COST		\$821,507	÷	16825.4 LF	=	\$48.83
RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT		ASSESSABLE SINGLE FAMILY RESIDENTIAL FOOTAGE		AMOUNT ASSESSED		ASSESSABLE RESIDENTIAL LOT UNITS
\$48.83		X	13576.5 LF	=	\$662,940.50	÷ 146 =
						ASSESSMENT RATE PER RESIDENTIAL LOT UNIT
						\$4,540.69
PROPERTY PIN	PROPERTY ADDRESS	PROPERTY OWNER		ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT	PROPOSED ASSESSMENT
31-31-23-42-0079	749 87TH LN NE	RIEBE, JOSEPH		1	\$4,540.69	\$4,540.69
31-31-23-42-0080	727 87TH LN NE	SCHMIDT, VALERIE S		1	\$4,540.69	\$4,540.69
31-31-23-42-0081	715 87TH LN NE	PETERSON MARK		1	\$4,540.69	\$4,540.69
31-31-23-42-0082	691 87TH LN NE	AGBENU KOKU SEDOFIA		1	\$4,540.69	\$4,540.69
31-31-23-42-0083	665 87TH LN NE	ORNELAS MARTIN		1	\$4,540.69	\$4,540.69
31-31-23-42-0084	647 87TH LN NE	GONDEK, RICHARD L		1	\$4,540.69	\$4,540.69
31-31-23-42-0085	8747 JEFFERSON ST NE	JAMALUDDIN ABDULLAH M		1	\$4,540.69	\$4,540.69
31-31-23-42-0086	629 87TH LN NE	NYGAARD, MATTHEW L		1	\$4,540.69	\$4,540.69
31-31-23-42-0087	8787 JEFFERSON ST NE	BAXTER LYLE F & J A		1	\$4,540.69	\$4,540.69
31-31-23-42-0089	760 87TH LN NE	JOHNSON, GINGER E		1	\$4,540.69	\$4,540.69
31-31-23-42-0090	740 87TH LN NE	BROOKS OMARI		1	\$4,540.69	\$4,540.69
31-31-23-44-0002	8678 VAN BUREN ST NE	BARRETT TRUSTEE JOSEPH M		1	\$4,540.69	\$4,540.69
31-31-23-44-0003	8654 VAN BUREN ST NE	SEDERBERG TOM M		1	\$4,540.69	\$4,540.69
31-31-23-44-0007	8560 VAN BUREN ST NE	EILOLA KYLE		1	\$4,540.69	\$4,540.69
31-31-23-44-0015	8674 VAN BUREN ST NE	GERHARD, LEONARD		1	\$4,540.69	\$4,540.69
31-31-23-44-0017	8670 VAN BUREN ST NE	VOELS JOSEPH M		1	\$4,540.69	\$4,540.69
31-31-23-44-0020	8662 VAN BUREN ST NE	WAGNER JAMES E & DAWN		1	\$4,540.69	\$4,540.69
31-31-23-44-0022	8658 VAN BUREN ST NE	STONE BRANDEN		1	\$4,540.69	\$4,540.69
31-31-23-44-0023	8650 VAN BUREN ST NE	MULLEN DANE		1	\$4,540.69	\$4,540.69
31-31-23-44-0024	8580 VAN BUREN ST NE	BONACCORSI TYLER		1	\$4,540.69	\$4,540.69
31-31-23-44-0025	8568 VAN BUREN ST NE	WHITE TONY		1	\$4,540.69	\$4,540.69
31-31-23-44-0026	8579 VAN BUREN ST NE	SINN-JENSEN, REBECCA		1	\$4,540.69	\$4,540.69
31-31-23-44-0027	8577 VAN BUREN ST NE	BUSKIRK, DAVID R		1	\$4,540.69	\$4,540.69
31-31-23-44-0028	8575 VAN BUREN ST NE	STOJEVICH, JOHN		1	\$4,540.69	\$4,540.69
31-31-23-44-0097	8653 VAN BUREN ST NE	LOCKWOOD STEVE		1	\$4,540.69	\$4,540.69
31-31-23-44-0098	8655 VAN BUREN ST NE	BEST SENDREA EMANI		1	\$4,540.69	\$4,540.69
31-31-23-44-0099	8661 VAN BUREN ST NE	DUNBLAIZER, ETHAN		1	\$4,540.69	\$4,540.69
31-31-23-44-0100	8663 VAN BUREN ST NE	LOFGREN, ALEX STEVEN & MARIAH LEMIRE		1	\$4,540.69	\$4,540.69
31-31-23-44-0101	8667 VAN BUREN ST NE	AHLBERG, ABIGAIL JOY		1	\$4,540.69	\$4,540.69
31-31-23-44-0104	8691 VAN BUREN ST NE	OLSON, DANIELLE & KYLE		1	\$4,540.69	\$4,540.69

ASSESSMENT RATE BREAKDOWN					
CONSTRUCTION COSTS*		\$1,881,929	*(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, DRIVEWAY REPLACEMENT, LANDSCAPING/IRRIGATION REPAIR, AND WATERSHED PERMIT REQUIREMENT COSTS)		
ADMINISTRATIVE COSTS		\$465,233			
TOTAL COST		\$2,347,162			
RESIDENTIAL ASSESSMENT RATE		x 35%	TOTAL FRONT FOOTAGE	RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT	
ASSESSABLE COST		\$821,507 ÷	16825.4 LF	=	\$48.83
RESIDENTIAL ASSESSMENT RATE PER FRONT FOOT		ASSESSABLE SINGLE FAMILY RESIDENTIAL FOOTAGE	AMOUNT ASSESSED	ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT
\$48.83	X	13576.5 LF	=	\$662,940.50 ÷ 146	= \$4,540.69
PROPERTY PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE RESIDENTIAL LOT UNITS	ASSESSMENT RATE PER RESIDENTIAL LOT UNIT	PROPOSED ASSESSMENT
31-31-23-44-0105	8545 VAN BUREN ST NE	KIRK, FRANK	1	\$4,540.69	\$4,540.69
31-31-23-44-0106	851 COUNTY ROAD 10 NE	EILERS PAMELA J	1	\$4,540.69	\$4,540.69
31-31-23-44-0107	8675 VAN BUREN ST NE	XIONG BAObAI	1	\$4,540.69	\$4,540.69
31-31-23-44-0110	8690 VAN BUREN ST NE	GROESBECK NED J & KRISTINE A	1	\$4,540.69	\$4,540.69
31-31-23-44-0112	8666 VAN BUREN ST NE	AMUNDSEN JASON A	1	\$4,540.69	\$4,540.69
TOTALS:			146		\$662,940.74

2025 SOUTHWEST AREA STREET RECONSTRUCTION

CITY OF BLAINE

**EXHIBIT NO. 1B - COMMERCIAL/INDUSTRIAL
PROPOSED FINAL ASSESSMENT ROLL**

ASSESSMENT RATE BREAKDOWN					
CONSTRUCTION COSTS*	\$2,346,228	*(CONSTRUCTION COSTS DO NOT INCLUDE WATER MAIN, SANITARY SEWER, DRIVEWAY REPLACEMENT, LANDSCAPING/IRRIGATION REPAIR COSTS, AND WATERSHED PERMIT REQUIREMENT COSTS)			
ADMINISTRATIVE COSTS	<u>\$580,012</u>				
TOTAL COST	\$2,926,240				
ASSESSABLE COST	\$2,926,240	÷	TOTAL FRONT FOOTAGE	=	\$173.92
			16825.4 LF	X	50%
				=	\$86.96
PROPERTY PIN	PROPERTY ADDRESS	PROPERTY OWNER	ASSESSABLE FRONT FOOTAGE	ASSESSMENT RATE PER FRONT FOOT	PROPOSED ASSESSMENT
31-31-23-44-0006	8550 VAN BUREN	BLAINE ECONOMIC DEVELOPMENT AUTHORITY	0.0**	\$86.96	\$0.00
TOTALS:			0.0		\$0.00

**Denotes 150' corner lot credit given



City of Blaine Staff Report

File Number: 2026-173

Agenda Date	Status
September 9, 2026	
In Control	File Type
City Council	Motion

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

Agenda Item # 7.8

Motion to Authorize Mayor and City Manager to Enter into a Contract with Barr Engineering for Professional Engineering Services for Well 17 Control Building, Improvement Project No. 26-18 (U2501)

Executive Summary

Council is requested to approve a contract for professional engineering services for the Well 17 Control Building, Improvement Project No. 26-18 (U2501)

Background

Staff is recommending an upgrade to Well 17 to meet the city's current standards for wells that do not require chemicals (chlorine and fluoride) to be injected onsite. This work generally includes the installation of a well controls building, a pit less cover for the well and related site improvements. Staff outlined the scope of the project and requested a letter of proposal from Barr Engineering.

Barr Engineering has provided the requested letter of proposal for the Well 17 Control Building, Improvement Project No. 26-18 (U2501) in the amount of \$74,500, for preliminary survey/topography, engineering design, permitting, cost estimates and production of biddable plans and specifications. Staff has reviewed the proposal and found the fees to be justified and reasonable. After completion of the plans and specifications and bidding the project, a contract for construction services would be negotiated with Barr Engineering.

Staff is recommending the contract be awarded to Barr Engineering. In addition, City Council is also asked to approve a 10% contingency to bring the total project budget to \$81,950. This project will be funded through the Water Utility Capital Fund.

Strategic Plan Relationship

The project aligns with the City's strategic plan goal of well-maintained infrastructure by providing high-quality drinking water.

Board/Commission Review

Not required.

Financial Impact

This project was previously identified in the 2025-2029 Capital Improvement Plan as "Well Control Covers" under project U2501, which was adopted via resolution 24-230 on December 16, 2024. The plan appropriated a 2025 project budget of \$550,000 to fund engineering consulting services and project construction. To date, \$0 has been encumbered, and sufficient funding is available to support this contract, with financing provided through the Water Utility Capital Fund (611).

Public Outreach/Input

No public outreach or input is required.

Staff Recommendation

By motion, authorize the Mayor and City Manager to enter into a contract with Barr Engineering in the amount of \$74,500 for preliminary survey/topography, engineering design, permitting, cost estimates and production of biddable plans and specifications for the Well 17 Control Building, Improvement Project No. 26-18 (U2501). In addition, authorize a 10% contingency to bring the total project budget to \$81,950 and authorize the Director of Engineering or their designee to sign all change orders up to the authorized project budget amount.

Attachment List

1. Barr Engineering-Proposal Letter-Well 17 Control Building

August 21, 2026

Stefan Higgins
Assistant City Engineer
City Hall
10801 Town Square Drive NE
Blaine, MN 55449

Re: Well 17 Control Building

Dear Stefan:

Barr Engineering Co. (Barr) is pleased to present the City of Blaine (Blaine) with a proposal for Well 17 Control Building, City Improvement No. 26-18. It is our understanding that Blaine would like to install a pre-engineered concrete electrical building, similar to existing electrical buildings at Wells 1 and 11 and the City's sanitary lift stations, to house well controls at the Well 17 site. The scope also includes a new SCADA control panel and well VFD, electrical and HVAC equipment for the new building, installing a pitless adaptor cover, and other site improvements.

Scope

Task #1: Project Kickoff and Pre-Design

Barr will meet with Blaine staff to discuss and agree on project definition. Barr will review existing drawings of the site and other available information and develop a design basis document to be used to guide detailed design. In addition, Barr will perform a topographic and site-feature survey for use during design.

Deliverables

- Kickoff meeting agenda and notes
- Design basis document

Task #2: Detailed Design

Barr will use the information gathered in Task 1 to guide design of the Well 17 Control Building project. The design will include:

- Demolition and erosion control plans (as required)
- Control building specification and hardware schedule
- Control building foundation and slab design
- New SCADA control panel and VFD for Well 17
- Control building HVAC equipment (heat pump for A/C and heat)
- Control building electrical
- Generator receptacle
- Cabinet for networking/SCADA communication equipment
- Provisions for security cameras/intrusion alarms
- Site improvements, including
 - o Concrete walk around the proposed building

- Pitless adaptor cover
- Reinforced turf access drive
- Perimeter fencing

It is assumed that Barr will participate in 1 site visit or in-person meeting in Blaine and 3 virtual (Teams) meetings as part of this task.

Deliverables

- Meeting agenda and notes.
- Draft 60% drawings and technical specifications table of contents for Blaine review.
- Draft 90% drawings and technical specifications for Blaine review.
- Final (issued for bid) drawings and technical specifications for Blaine to use to solicit bids.
- Engineer's estimate of probable construction costs.

Task #3: Bidding and Permitting Assistance

Following completion of Task 2, Barr will assist Blaine with the bidding process and prepare any required permit applications. This task will include:

- Answering bidders' questions during the bid period.
- Preparing any addendum required during the bid period.
- If requested, provide feedback on bids received and provide bid recommendation.
- Coordinate and lead a pre-construction meeting with the selected bidder.
- Submit plans and specifications to MDH for plan review and Coon Creek Watershed, if necessary.

It is assumed that Barr will participate in 1 pre-construction site visit in Blaine as part of this task.

Deliverables

- Bid addenda (if required).
- Bid recommendation (if required).
- Pre-construction meeting agenda and notes.
- Permit application and associated attachments.

Project Team

The project will be lead by principal-in-charge Julie Macejkovic and project manager Bryan Pitterle. Susie Foster, Zach Nesler, and Charlie Vermace will provide technical support across various aspects of the project, and Brian LeMon will provide additional QA/QC support. If construction support is requested as part of another phase of this project, Barr will work with Blaine to identify the appropriate Barr staff to lead the construction administration and observation efforts.

Schedule

The proposed schedule is shown below. This schedule assumes a start date of September 8, 2026:

	Task	Duration	Estimated Completion Date
1.	Project Kickoff and Pre-Design	2-6 weeks	Kickoff meeting: 09/25/2026 Survey: 10/16/2026
2.	Detailed Design	14 weeks	January 4, 2027
3.	Bidding and Permitting Assistance	4 weeks	January 29, 2027

Budget

Barr will bill the City on a time-and-expenses basis, not to exceed without prior approval from Blaine. Barr will bill only for the effort required to complete the proposed tasks.

Table 1 **Proposed project budget**

	Task	Labor subtotal	Expenses	Total cost
1.	Project Kickoff and Pre-Design (Survey)	\$12,000	\$500	\$12,500
2.	Detailed Design	\$54,000	\$500	\$54,500
3.	Bidding and Permitting Assistance	\$7,250	\$250	\$7,500
	Total	\$73,250	\$1,250	\$74,500

Assumptions

- Blaine will prepare front-end (contracting) documents using its standard templates.
- Blaine will solicit bids using online bidding (e.g., QuestCDN).
- Site visits and onsite meetings will be attended by 2 Barr employees.
- One addendum will be prepared during the bidding period.
- Permitting fees are not included and will be paid for by Blaine.
- Permits from Coon Creek Watershed District would include only an erosion control permit.

If you have any questions regarding this proposal, please don't hesitate to call me for further clarification. If the terms of this proposal are acceptable, please sign the document in the appropriate location below and return a copy for our records. The work will be performed in accordance with the terms of our master services agreement. Thank you for your continued work with Barr.

Sincerely,



Julia Macejkovic, P.E.
Vice President
Sr. Civil Engineer
jmacejkovic@barr.com

Accepted this ____ day of _____, 2026

CITY OF BLAINE

By _____

Its _____



City of Blaine Staff Report

File Number: RES 26-181

Agenda Date	Status
September 9, 2026	
In Control	File Type
City Council	Resolution

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

Agenda Item # 7.9

Resolution Approving a Joint Powers Agreement with Coon Creek Watershed District (CCWD) for Bridgewater Biochar and Iron Enhanced Sand Filter Project

Executive Summary

The City of Blaine and the Coon Creek Watershed District (CCWD) have identified an opportunity to install regional stormwater filtration in the Ditch 39 watershed. This area is subject to state regulation and is listed as an impaired water for aquatic life and aquatic recreation. The proposed project has been identified as the most feasible and cost-effective strategy to reduce total suspended solids, total phosphorus, and E. coli from the Ditch 39 system.

Background

Anoka County Ditch 39, also known as Knoll Creek, has high levels of phosphorus and E. coli that contribute to pollution in Sand Creek and in Coon Creek. The Minnesota Pollution Control Agency (MPCA) has placed limits on these two pollutants and based on these regulations the surrounding city's and watershed districts are required to build effective projects to reduce these pollutants.

The Bridgewater Biochar and Iron Enhanced Sand Filter project was identified as the most cost-effective project identified in the 2023 subwatershed assessment conducted by the watershed district with cooperation and partnership with surrounding cities. While not located in the city of Blaine, the project treats polluted stormwater that comes from city of Blaine drainage areas. The District applied for and received a \$625,000 grant from the Board of Water and Soil Resources to assist in funding the project and to help minimize cost to local governments. Based on the estimated total project cost, the remaining amount to be financed is \$557,000. Remaining costs were then distributed to member organizations based on drainage area that contribute to the pollution problem. The city of Blaine comprises of 72% of this drainage area, which amounts to the budget request for \$400,000. The city of Coon Rapids comprises of 17% of the drainage area, which amounts to the budget request for \$95,000. The District and the County amount to 7% and 4%, which equates to \$40,000 and \$22,000, respectively. Construction is planned to begin in 2026.

The project involves installing a biochar and iron enhanced sand filter. Stormwater runoff will drain through this system which will remove pollutants, specifically phosphorus and E. coli, to create cleaner water quality as required by the city's Total Maximum Daily Load (TMDL) assigned by the MPCA. This TMDL results in the city being required to make measurable reductions in pollutants in our waterways, and this project has been identified as the most cost-effective way to do so in this subwatershed.

This joint project was introduced to Council at a workshop in February of 2024. A memorandum of understanding was approved in December of 2025 to document funding agreements as multiple agencies are collaborating to fund the project. Now that final costs have been identified and the contracts have been prepared for bid, a Joint Powers Agreement (JPA) is being brought to Council. This JPA outlines the roles and responsibilities of each party, as well as each party's financial contribution. The JPA is attached.

Strategic Plan Relationship

The project aligns with the City's strategic initiatives for Growth Management and providing a Well-maintained Infrastructure.

Board/Commission Review

Financial Impact

The 2025-2029 Capital Improvement Program (CIP), which was adopted by the City Council via resolution 24-230 on December 16, 2024, appropriated \$400,000 for U2513, the Coon Creek Watershed District Sub-Watershed Project.

There are no additional new costs to the City for entering into this proposed JPA.

Public Outreach/Input

If approved, the City will share any media and newsletters developed by the Coon Creek Watershed District in the City's newsletter and social media platforms.

Staff Recommendation

Approve the following resolution.

Attachment List

1. FINAL JPA CCWD



City of Blaine

Signature Copy

Resolution: RES 26-181

Resolution Approving a Joint Powers Agreement with Coon Creek Watershed District (CCWD) for Bridgewater Biochar and Iron Enhanced Sand Filter Project

WHEREAS, Sand Creek is listed by the State of Minnesota as an impaired water for aquatic life and aquatic recreation and is subject to water quality restoration requirements under state and federal law; and

WHEREAS, Anoka County Ditch 39 is a tributary to Sand Creek and contributes pollutant loading to Sand Creek and other downstream receiving waters, as identified through watershed planning and applicable Total Maximum Daily Load (TMDL) studies; and

WHEREAS, The District and Participating Parties share a common interest in reducing pollutant loading from Anoka County Ditch 39 to improve water quality in Sand Creek and downstream receiving waters located within the Coon Creek Watershed District and the Cities of Blaine, Coon Rapids and Anoka County; and

WHEREAS, The District, in partnership with the Participating Parties, assessed the Anoka County Ditch 39 Subwatershed and identified the Bridgewater Biochar and Iron Enhanced Sand Filter project ("Project"), a regional stormwater filtration project on public land, as the most feasible and cost-effective strategy to reduce total suspended solids, total phosphorus, and *E. coli* from Anoka County Ditch 39 to Sand Creek and downstream receiving waters; and

WHEREAS, the District and Participating Parties acknowledge that the Project spans multiple jurisdictions and that its physical location, contributing drainage area, operational responsibilities, and funding participation vary among the Parties, and that each Party's participation reflects a negotiated balance of benefit, burden, and cooperation; and

WHEREAS, The District has been awarded partial State grant funding through a Clean Water Fund grant, subject to applicable grant requirements, to support construction of the Project; and

WHEREAS, the Participating Parties agree to participate in the Project, including by contributing funding and cooperating with the District in the construction, implementation, and post-construction maintenance of the Project, as set forth in this Agreement; and

WHEREAS, Minnesota Statutes section 471.59 authorizes political subdivisions of the State of Minnesota to enter into joint powers agreements for the joint exercise of powers common to each.

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

1. Joint Powers Agreement between CCWD and the City of Blaine with regard to the construction of the

Bridgewater Biochar and Iron Enhanced Sand Filter project is hereby approved.

2. The Mayor and City Manager are hereby authorized and directed to execute said agreement.

PASSED by the City Council of the City of Blaine this 9th day of September, 2026.

**JOINT POWERS AGREEMENT
FOR THE IMPLEMENTATION OF
THE BRIDGEWATER BIOCHAR AND IRON ENHANCED SAND FILTER PROJECT**

This Agreement is made and entered into as of the date of the last signature by and among the Coon Creek Watershed District, a metropolitan watershed district and political subdivision of the State of Minnesota, hereinafter referred to as the "District", the City of Blaine, a Minnesota municipal corporation, the City of Coon Rapids, a Minnesota municipal corporation, and Anoka County, a political subdivision of the State of Minnesota, hereinafter referred to collectively as the "Participating Parties".

WITNESSETH

WHEREAS, Sand Creek is listed by the State of Minnesota as an impaired water for aquatic life and aquatic recreation and is subject to water quality restoration requirements under state and federal law; and

WHEREAS, Anoka County Ditch 39 is a tributary to Sand Creek and contributes pollutant loading to Sand Creek and other downstream receiving waters, as identified through watershed planning and applicable Total Maximum Daily Load (TMDL) studies; and

WHEREAS, The District and Participating Parties share a common interest in reducing pollutant loading from Anoka County Ditch 39 to improve water quality in Sand Creek and downstream receiving waters located within the Coon Creek Watershed District and the Cities of Blaine, Coon Rapids and Anoka County; and

WHEREAS, The District, in partnership with the Participating Parties, assessed the Anoka County Ditch 39 Subwatershed and identified the Bridgewater Biochar and Iron Enhanced Sand Filter project ("Project"), a regional stormwater filtration project on public land, as the most feasible and cost-effective strategy to reduce total suspended solids, total phosphorus, and *E. coli* from Anoka County Ditch 39 to Sand Creek and downstream receiving waters; and

WHEREAS, the District and Participating Parties acknowledge that the Project spans multiple jurisdictions and that its physical location, contributing drainage area, operational responsibilities, and funding participation vary among the Parties, and that each Party's participation reflects a negotiated balance of benefit, burden, and cooperation; and

WHEREAS, The District has been awarded partial State grant funding through a Clean Water Fund grant, subject to applicable grant requirements, to support construction of the Project; and

WHEREAS, the Participating Parties agree to participate in the Project, including by contributing funding and cooperating with the District in the construction, implementation, and post-construction maintenance of the Project, as set forth in this Agreement; and

WHEREAS, Minnesota Statutes section 471.59 authorizes political subdivisions of the State of Minnesota to enter into joint powers agreements for the joint exercise of powers common to each.

NOW, THEREFORE, IT IS MUTUALLY STIPULATED AND AGREED AS FOLLOWS:

I. PURPOSE

The Participating Parties agree that the District, acting as the Implementation Lead, shall undertake the planning, design, and construction of the Project to reduce total suspended solids, total phosphorus and *E. coli* loading from Anoka County Ditch 39 to downstream Sand Creek, Coon Creek, and the Mississippi River. The Project is generally located in the vicinity of the intersection of University Avenue and 115th Avenue and includes improvements within the Cities of Blaine and Coon Rapids, including improvements located on City of Coon Rapids owned property, and improvements within Anoka County, including portions of County owned right-of-way. The full extent and alignment of the Project are illustrated in **Exhibit A**. All exhibits referenced and/or attached to this Agreement are incorporated and made part of the Agreement.

II. DEFINITIONS

A. Implementation Phase - Means the planning, design, permitting, bidding, construction, construction administration, and grant administration associated with the initial implementation of the Project, ending upon final acceptance of construction.

B. Implementation Lead - Means the District, acting solely during the Implementation Phase.

C. Routine Operations and Maintenance (Routine O&M) - Means inspections, monitoring, vegetation management, debris or sediment removal, media tilling, and other minor upkeep activities consistent with the Operations and Maintenance Plan attached as **Exhibit B**, and expressly excludes capital repair, rehabilitation, or replacement.

D. Non-Routine Repair or Replacement - Means capital scale work, structural rehabilitation, media replacement, or reconstruction beyond Routine O&M.

III. METHODS

A. Implementation Phase

The District, in consultation with the Participating Parties, shall provide for the planning, engineering, construction, and construction administration for the Project. The District, as the Implementation Lead, shall coordinate and ensure that required federal, state, and local permits for the completion of this Project are obtained.

B. Design

The District shall be responsible for all engineering and design services and will prepare plans and specifications for the Project in consultation with the Participating Parties. The District shall not solicit bids until the Participating Parties have approved, in writing, the plans and specifications for the Project. A conceptual plan developed by the District Engineer is attached as **Exhibit A**. If the District retains any Consultants in the design and/or permitting process, the District's contracts with such Consultant(s) must include language that Consultant is solely responsible for failures or omissions in the permitting, approval, and/or monitoring of work to the extent those activities are required by the Contract but only to the extent caused by the negligence of the Consultant. Consultant shall further indemnify (but not defend) the District and the Participating Parties to this Agreement against any damages, enforcement actions, environmental damages, or any other charges arising from non-compliance with federal or state grant restrictions, permit activities, negligence and/or omissions related to this Project but only to the extent caused by Consultant's negligence.

C. Bidding/Construction

The District shall do the calling for all bids and the accepting of all bid proposals, and shall cause the construction of the Project in conformance with the approved plans and specifications. The award of the bid to the lowest responsible bidder shall be made by the District after consultation with the Participating Parties. After receipt of all necessary governmental approvals, the District shall cause the commencement of the Project's construction and shall manage the Project through to completion. Regarding site visits, meetings, inspections, monitoring reports, or other relevant activities, the District will make all Project reports and data available to the Participating Parties upon request.

D. Change Orders

The District may approve construction change orders that are consistent with the Project purpose and within the maximum contribution amounts established herein. Any change order that would require an increase in a Party's maximum contribution shall require a written amendment to this Agreement.

IV. CONTRACTS AND PURCHASES

The District, acting as the Implementation Lead, shall procure and administer contracts necessary to implement the project in accordance with applicable laws. The District shall ensure that the Project-related construction contracts include the insurance and indemnification requirements consistent with this Agreement and as set forth in **Exhibit C**.

V. CONSTRUCTION COST ALLOCATION

- A. The total estimated cost of completing the Project is \$1,182,000. Final Project costs may differ from this estimate.
- B. The District has received a Clean Water Fund Competitive grant administered by the Minnesota Board of Water and Soil Resources in the amount of \$625,000 which shall be applied toward eligible Project construction costs.
- C. The District shall contribute up to \$40,000 for construction costs.
- D. The City of Blaine shall contribute up to \$400,000 for construction costs.
- E. The City of Coon Rapids shall contribute up to \$95,000 for construction costs.
- F. Anoka County shall contribute up to \$22,000 for construction costs.

- G. The District shall be responsible for engineering, design, and construction administration for the Project and shall contribute up to \$142,000 toward such costs. These costs are separate from and in addition to the construction cost contributions identified above, but will still be considered and included in the District's total maximum contribution amount under subparagraph (I) below.
- H. The District and Participating Parties may incur internal staff time and administrative costs related to Project coordination, review, and participation which are not included in the identified construction cost allocations or maximum contribution amounts, unless otherwise agreed in writing.
- I. The maximum contribution amounts identified in this Section represent each Party's total financial obligation for Project construction costs under this Agreement. No Party shall be required to contribute additional funds for Project construction costs beyond these amounts, unless otherwise agreed in writing by all Parties.
- J. In the event that final Project construction costs are less than the total construction funding available under this Agreement, reimbursements to the Participating Parties shall be reduced proportionally based on each Party's maximum construction cost contribution identified in this Section, unless otherwise agreed in writing by the Parties.

VI. PAYMENT AND REIMBURSEMENT

The District shall administer construction payments. Reimbursement by the Participating Parties shall occur based on construction cost incurred, inclusive of approved change orders. Reimbursement requests may be issued when cumulative construction costs reach 25%, 50%, 75%, and final completion of the awarded construction contract, or at such other intervals as may be mutually agreed to by all Parties to manage project financial administration. Participating Parties shall remit payment within thirty (30) days of receipt of a reimbursement request with accompanying documentation. Nothing in this Agreement shall require the District to advance funds beyond its proportional share of the project.

VII. SITE ACCESS

The Participating Parties agree to grant the District and its contractors and agents access to the portions of the Project site on Participating Parties owned land for Project construction and future inspection, monitoring, operations and maintenance. The Participating Parties agree that the District may install interpretative signage at the Project site to educate visitors on water quality and best management practices.

VIII. POST-CONSTRUCTION OPERATIONS AND MAINTENANCE

The City of Coon Rapids shall assume responsibility and cost for routine post-construction operations and maintenance of the Project located on City owned property in accordance with the Operations and Maintenance Plan attached as **Exhibit B**. The District shall provide ongoing technical assistance, monitoring, inspection, and coordination in support of routine post-construction operations and maintenance. Costs associated with non-routine repair or replacement necessary to maintain the functional integrity of the Project shall be shared by the District and Participating Parties using the same proportional percentages identified in **Exhibit D**, unless otherwise amended in writing.

IX. TERM / TERMINATION

This Agreement shall continue in full force and effect through completion of the Project, with post-construction operations, maintenance, access, and cost-sharing provisions remaining in effect for not less than twenty-five (25) years following final acceptance and placement of the Project into service, on the condition that the public improvements resulting from this Project remain in place for the duration of that time frame. Notwithstanding the foregoing, in no event shall this Agreement remain in effect beyond December 31, 2053, unless amended in writing.

X. STRICT ACCOUNTABILITY

The District shall maintain a strict accounting of all Project funds. Upon request, the District shall provide the Participating Parties with reports of Project related receipts and disbursements, including documentation of contractor pay applications and payments approved in accordance with this Agreement.

XI. NONCOMPLIANCE

In the event the Bridgewater Biochar and Iron Enhanced Sand Filter Project best management practice fails to be maintained during its effective life as required under the subject Clean Water Fund Grant requirements, the District may be liable to the State of Minnesota for the amount up to 100% of the amount of financial assistance received to install and establish the stormwater treatment Best Management Practice constructed under this Project unless the failure was caused by reasons beyond the District's control, or if conservation practices are applied at the District's expense that provide equivalent protection of the soil and water resources.

XII. NOTICE

Any Notice, request, or other communication required or permitted by this Agreement shall be in writing and addressed to each Party at the addresses set forth in **Exhibit E**. Notices by Email are acceptable under this Agreement so long as the recipient has expressly confirmed receipt of such email.

XIII. INDEMNIFICATION

The Participating Parties to this Agreement shall be responsible and liable for the acts or omissions of its own officers, employees, or agents, and the results thereof, to the extent authorized by law, and shall not be responsible for the acts or omissions of any other Party, or that Party's officers, employees, or agents. To the extent permitted by law, each Participating Party agrees to defend, indemnify, and hold harmless the other Parties from and against any claims, losses, costs, expenses, or damages arising out of or resulting from its own acts or omissions in connection with activities conducted under this Agreement. The provisions of the Municipal Tort Claims Act, Minnesota Statutes, Chapter 466, and other applicable laws shall govern and control the liability of the Parties. Nothing in this Agreement is intended to expand, modify, or waive the rights, defenses, obligations, or limitations of liability available to any Party under such laws. In the event of any claim or action filed against any Party, nothing in this Agreement shall be construed to allow a claimant to obtain separate judgments or separate liability caps from the individual Parties for the same occurrence

XIV. ENTIRE AGREEMENT / REQUIREMENT OF WRITING

It is understood and agreed that the entire agreement of the parties is contained herein and that this Agreement supersedes all oral agreements and all negotiations between the parties relating to the subject matter thereof, as well as any previous agreement presently in effect between the parties to the subject matter thereof. Any alterations, variations, or modifications of the provisions of this Agreement shall be valid only when they have been reduced to writing and duly signed by the parties.

XV. GOVERNMENT DATA PRACTICES

The District and Participating Parties will comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as amended, as it applies to all data created, collected, received, stored, used, maintained or disseminated by the District or the Participating Parties under this Agreement.

(Signature pages follow)

IN WITNESS WHEREOF, the parties of this Agreement have hereunto set their hands
on the dates written below:

COON CREEK WATERSHED DISTRICT

By: _____
President, Board of Managers

Date: _____

And By: _____
District Administrator

Date: _____

CITY OF BLAINE

By: _____
Mayor

Date: _____

And by: _____
City Manager

Date: _____

CITY OF COON RAPIDS

By: _____
Mayor

Date: _____

And by: _____
City Manager

Date: _____

ANOKA COUNTY

By: _____
Scott Schulte, Chair
Anoka County Board of Commissioners

Date: _____

By: _____
Jim Dickinson
Anoka County Administrator

Date: _____

Reviewed by:

Christine Carney
Assistant Anoka County Attorney

Exhibit A Concept Plan

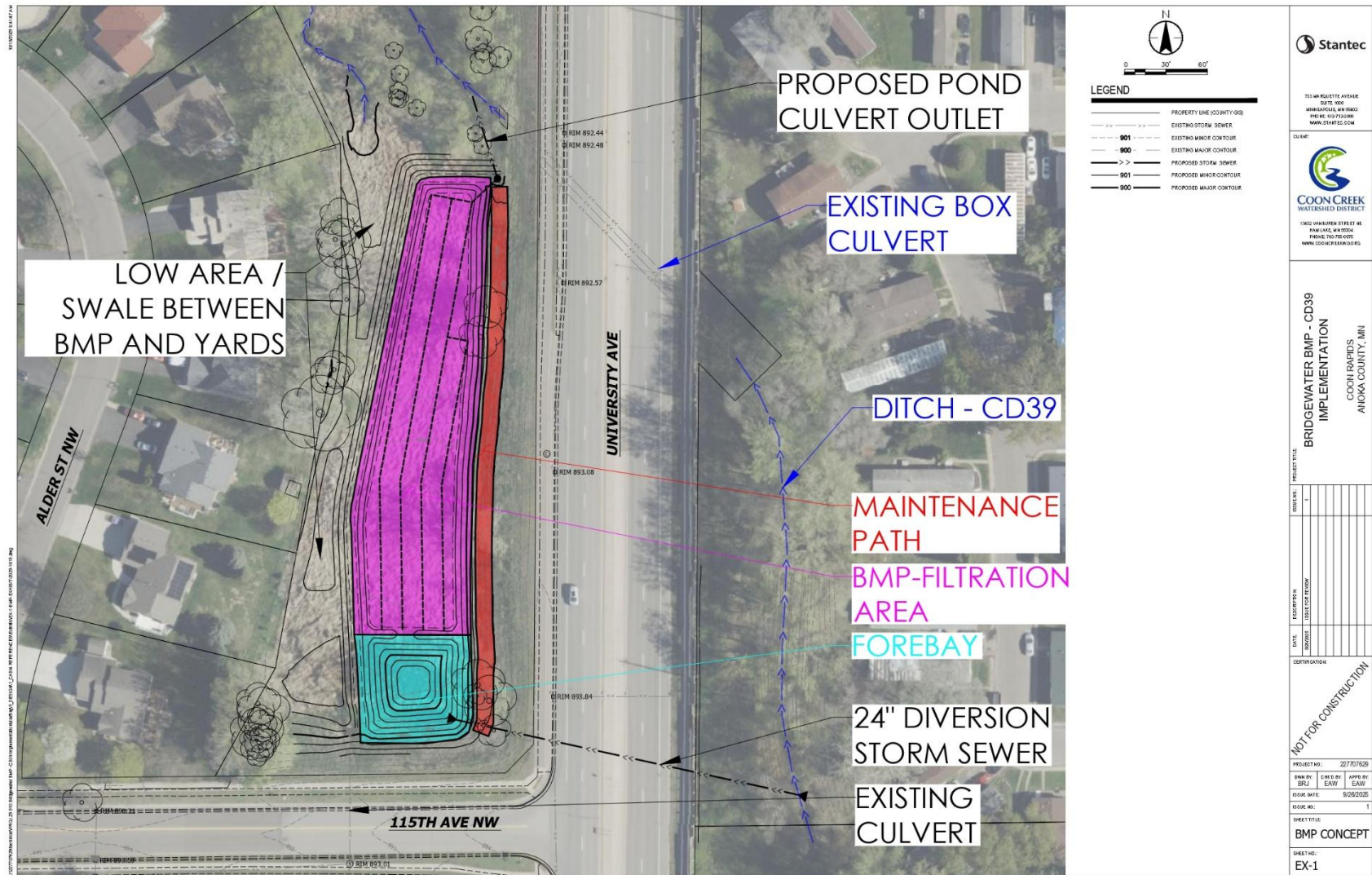


Exhibit B

Bridgewater Biochar and Iron-Enhanced Sand Filter BMP Operations and Maintenance Plan

The intent of this plan is to ensure the long-term efficacy of the Bridgewater Iron-enhanced Sand Filter (IESF). This effort will involve all of the project partners, including the Coon Creek Watershed District (District), and the City of Coon Rapids (City), with the goal of maximizing and sustaining the effectiveness of this practice. This plan was developed based on maintenance plans for similar stormwater treatment systems and from conversations with stormwater professionals who have worked directly with IESFs in the field and laboratory. As this is an emerging technology, there is no long-term data to judge maintenance needs or horizons over the project's lifetime with certainty. This plan will need to be updated as more information is gained concerning these practices.

Operations and Maintenance needs of this practice are summarized in this document within two categories:

- 1) Inspections and maintenance
- 2) Performance monitoring

The frequency of these actions will be determined based on project goals and resources of the project partners.

Inspections and Maintenance

Following installation, on-site inspections of the project should be performed to ensure the practice is operating at design capacity. The City of Coon Rapids will be responsible for routine inspection and maintenance. The District may assist with routine inspection and maintenance and provide guidance and technical assistance as needed. Non-routine Repair or Replacement will be coordinated jointly and financed by the terms of the project agreement. Specific items to look for during each inspection are summarized on the inspection form, included on pages 3 and 4 of this document. Inspections should occur as often as needed but minimally will be conducted monthly for the first treatment season and then seasonally (spring, mid-summer, fall) thereafter. Inspections should occur recently after storm events such that filter appearance, drawdown, and overall function can be assessed within a single visit. It is recommended that inspections and monitoring be coordinated jointly for at least the first treatment season to ensure all parties are familiar and comfortable with the filter operation and their individual role. The length of time between the end of rainfall and the inspection should also range to ensure drawdown time is being properly assessed. Prior to entering the field, the inspector should know the length of time and amount of the most recent rainfall in the area and enter these values into the inspection sheet.

Summarized below are other important notes for visual inspections:

- 1) The IESF should be inspected for:
 - a) Media - a hard crust at the surface that appears impermeable or does not break apart easily should be broken apart by scraping/tilling or removed and replaced with media
 - b) Media - a gray muck or clay-like build-up (may feel slimy to the touch) should be removed. Removal may result in loss of media which should be replaced.
 - c) Media - sediment and/or organic debris accumulation on the top of the IESF in a manner that inhibits infiltration through the IESF. (note: If the rate of sediment and organic matter accumulation on the IESF increases, it may indicate that the capacity of the pond to settle and store solids is compromised).
 - d) Media – hard encrusted gray or black layers deeper in the media
 - e) Liner - evidence of leakage that will need to occur through indirect methods such as (1) observing discharge from the IESF outlet during periods without inflow, which may indicate unintended leakage, and/or (2) comparing measured inflow and outflow volumes to identify discrepancies that could suggest liner leakage. Minor differences between inflow and outflow volumes can result from operational variability and do not necessarily indicate a defect requiring corrective action. Further investigation or remediation should be considered if monitoring suggests that suspected liner leakage: (1) materially interferes with the measurement or monitoring of IESF discharge, (2) compromises the treatment performance or intended function of the IESF, or (3) results in uncontrolled discharge or bypass that cannot be reasonably managed through operational adjustments.
 - f) Forebay – Evidence of sedimentation reducing the volume by 50% or approximate 2-foot average sediment depth.

- g) Inlet and outlet Culvert – Cracking, pipe separation, significant settling, and sedimentation/infill. Significant undercutting undermining structural integrity of FES or sedimentation reducing flow

If any of the conditions in:

- 1(a-d) are noted, it should be remedied immediately, as it can adversely affect filtration rates.
- 1(a-c) are noted, remove accumulation and loosen the surface layer of the media with a rigid tined rake.
- 1(d) are present, these aggregates have been known to limit flow through IESF systems and can significantly reduce performance. If these are found, a thorough tilling of the filter media or even replacement of the entire filter media may be necessary as this is often evidence of either (i) poor iron-sand mixing prior to installation or (ii) development of a confining layer.
- 1(e) reveal that liner leakage exceeds acceptable thresholds or adversely affects system performance as determined by the engineer, the District, in coordination with project partners, assess appropriate corrective actions. These may include targeted investigation, localized repair where feasible, operational modifications, or, if necessary, partial or full removal of filter media to access and repair the liner. The extent and timing of corrective actions will depend on the severity of the issue, feasibility of repair, and the IESF's ongoing ability to achieve its water quality objectives.
- 1(f) are found, sediment should be removed to proposed conditions and sedimentation rate should be determined to establish a return maintenance period.
- 1(g) are found, photo evidence, applicable measurements, approximate extents of the issue should be identified.

Performance Monitoring

BMP effectiveness in reducing phosphorus and *E. coli* export to CD-39 and Sand Creek is best determined through analysis of water quality samples. The District will be responsible for coordinating monitoring. The frequency of sampling should occur often enough to adequately determine that the filter is operating as designed. It is recommended that high resolution monitoring is performed within the first three years to test for *E. coli* removal, phosphorus retention, or potential phosphorus and/or iron leaching from the IESF. This could include monitoring at least once per month in the first three years and bi-monthly monitoring for years 4-5 and every five years thereafter. Monitoring frequency should be adjusted to adequately determine the efficacy of maintenance actions, such as skimming a top layer to improve infiltration or replacing filter media.

Water quality samples should be taken from both the inlet to the IESF (i.e. Pipe diversion outlet) and from the IESF outlet (i.e. BMP outlet to creek) to determine water chemistry changes within the practice. Key constituents to measure include *E. coli*, total phosphorus (TP), and dissolved phosphorus (ortho P; OP). Dissolved oxygen and pH should be measured if P leaching is observed. MPCA guidelines for sample preparation and analysis should be followed for all samples acquired.

If multiple P measurements taken at the IESF outlet exceed baseline concentrations from the first 2 years and/or exceed water quality standards, phosphorus binding sites within the filter media may have been exhausted. If this occurs, samples of the sand-iron media should be collected and analyzed to determine the ratio between TP and total iron. TP to total iron ratios that exceed 5 mg-TP per 1 g of elemental iron indicate that phosphorus binding sites have reached capacity and that the filter media should be replaced.

While paired grab samples of *E. coli* and P concentrations from the filter inflow and effluent will provide information on bacteria and nutrient removal efficacy, hydrologic analysis is needed to estimate the annual load reductions to CD-39 and Sand Creek and to identify changes in the media infiltration rates. The easiest method to gather these data is with a battery-operated transducer or other water level monitoring device left in the field continuously at the outlet drain tile and the inlet storm pipe.

NOTE: The majority of iron filings used in the IESF are small and harmless. However, it is possible that some iron filings may be sharp and/or abrasive. Maintenance staff should take appropriate precautions when working with the media.

Bridgewater IESF Inspection Form

Date of Inspection: _____
 Inspector's name(s): _____
 Time since last rainfall (hr): _____
 Quantity of last rainfall (in): _____
 Were monitoring samples taken as part of the inspection (Yes or No): _____
 If Yes, how many samples taken: _____
 Which constituents will be analyzed: _____
 Date of sample analysis: _____
 Is there water above the filter bed (Yes or No): _____
 Is water exiting the practice outfall (Yes or No): _____
 If Yes, does effluent water have any special characteristics (iron color, odor, slow discharge, etc.): _____

Maintenance Item	S	U	Comments/Actions Required
1. Debris Cleanout			
Filter area clear of trash and debris	☐	☐	
Control structure clear of trash and debris	☐	☐	
2. Vegetation			
Deep-rooted vegetation removed from on and around the filter bed	☐	☐	
3. Sediment Deposition			
Evidence of sediment deposition on filter bed	☐	☐	
4. Sand media			
Condition of media (<i>evidence of discoloring, clumping, clogging</i>)	☐	☐	
5. Outlet / Inlet Condition (visual inspection unless televising is determined necessary)			
Condition of outlet control structure from IESF (<i>evidence of blowout, clogging, large deposition of sediment</i>)	☐	☐	
Condition of inlet from the pipe diversion outlet (<i>evidence of sloughing, leakage</i>)	☐	☐	
6. Cleanout Riser Condition			
Condition of cleanout risers (<i>6 total</i>)	☐	☐	
7. Dewatering			
Evidence of leakage from creek to IESF	☐	☐	
Evidence (staining, standing water, departure from normal operation) of filter clogging (<i>if yes, see notes on page 1 for corrective actions</i>)	☐	☐	
8. Structural Integrity			
Condition of embankment (<i>evidence of leaks, holes, slope failures, woody vegetation</i>)	☐	☐	
Evidence of structural damage (<i>leaks, cracks, etc</i>)	☐	☐	
9. Overall IESF functionality			
Evidence of odors (<i>gasoline, oil, rot, etc.</i>)	☐	☐	
Evidence of flow bypass	☐	☐	
10. Overall Forebay functionality			
Sediment deposition in the pond that threatens IESF performance	☐	☐	
11. Miscellaneous Items: _____			

S=Satisfactory U=Unsatisfactory

*Source: Gulliver, J.S., A.J. Erickson, and P.T. Weiss (editors). 2010. "Stormwater Treatment: Assessment and Maintenance. University of Minnesota, St. Anthony Falls Laboratory. Minneapolis, MN. <https://stormwaterbook.safl.umn.edu/>

Maintenance actions taken: [If any of the above items were marked unsatisfactory, explain the actions taken and time table for correction. Attach additional pages as necessary.]

Additional comments:

EXHIBIT C

CONSTRUCTION CONTRACT INDEMNIFICATION AND INSURANCE REQUIREMENTS

1. Required Contractor Indemnification

The Contractor shall, to the greatest extent permitted by law, hold harmless, indemnify, and defend the Coon Creek Watershed District, the City of Blaine, the City of Coon Rapids, the County of Anoka, and their respective Board members, Council members, Commission, officers, directors, agents and employees against any and all claims, expenses, losses, damages or lawsuits for damages (including attorney's fees) arising from or related to the negligent provision, or failure to provide, services hereunder, including any claims by third parties related to the equipment or services supplied by the Contractor. For purposes of these requirements the Coon Creek Watershed District is referred to as "**District**" and the City of Coon Rapids, City of Blaine, and Anoka County are referred to collectively as the "**Participating Parties**".

2. Required Contractor Insurance

The District and Participating Parties agree that the following insurance provisions will apply to any Contractor(s) retained by the District to perform construction and implementation of the Project.

The Contractor will obtain and maintain at its expense for the duration of the Contract the following insurance:

- 2.1 Commercial General Liability and Umbrella Liability Insurance.** Contractors will maintain Commercial General Liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$2,000,000 each occurrence and \$2,000,000 aggregate.
- 2.2** CGL Insurance will be written on ISO occurrence form CG 00 01 96 (or a substitute form providing equivalent coverage), and will cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract including the tort liability of another assumed in a business contract.
- 2.3** Additional Insured. The District and Participating Parties, including all its elected and appointed officials, all its employees and volunteers, all its boards, commissions and/or authorities and their board members, employees, and volunteers, and all its officers, agents, and consultants, shall be named individually as Additional Insured under the CGL, using ISO additional insured endorsement CG 20 10 10 01 and CG 20 37 10 01 or substitute providing equivalent coverage, and under the commercial umbrella, if any with respect to liability arising out of the Contractor's work and services performed for the District. This coverage shall be primary to the Additional Insured.
- 2.4** The insurance of the District and Participating Parties will be excess of the Contractor's insurance and will not contribute to it. The Contractor's coverage will contain no special limitations on the scope of protection afforded to the District or Participating Parties, including their agents, officers, directors, and employees.
- 2.5** Coverage as required in paragraph in 2.1 above will include Per-Project General Aggregate Limit, using ISO form CG 25 03 (or a substitute form providing equivalent coverage).

- 2.6** Waiver of Subrogation. Contractor waives all rights against District and Participating Parties and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by the Commercial General Liability or commercial umbrella liability insurance obtained by Contractor pursuant to Paragraph 2.1
- 2.7** **Automobile Liability and Umbrella Liability Insurance.** Contractor will maintain automobile liability and, if necessary, commercial umbrella insurance with a limit of not less than \$2,000,000 each accident.
- 2.8** Automobile insurance will cover liability arising out of any auto (including owned, hired and non-owned autos). If the Contractor does not own any vehicles, the District and Participating Parties will accept hired and non-owned autos with a letter from the Contractor stating that it does not own any autos.
- 2.9** Coverage as required in paragraph in 2.7 above will be written on ISO form CA 00 01, or substitute form providing equivalent liability coverage. If necessary, the policy will be endorsed to provide contractual liability coverage equivalent to that provided in the 1990 and later edition of CA 00 01.
- 2.10** Waiver of Subrogation. Contractor waives all rights against the District and Participating Parties and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by the business auto liability or commercial umbrella liability insurance obtained by Contractor pursuant to Paragraph 2.7 of this Exhibit.
- 2.11** **Workers' Compensation Insurance.** Contractor will maintain Workers' Compensation Insurance as required by the State of Minnesota and Employers Liability Insurance with a limits not less than \$500,000 Bodily Injury By Accident for each accident, not less than \$500,000 Bodily Injury By Disease each employee and not less than \$500,000 Bodily Injury By Disease policy limit. If Contractor is not required by State Statute to carry Workers' Compensation insurance, Contractor must provide the following.
- A. A letter on their letterhead which includes:
 - B. Evidence why the Contractor is not required to obtain Workers' Compensation Insurance.
 - C. A statement in writing which agrees to provide notice to the Parties of any change in Contractor's exception status under Minnesota State Statutes section 176.041; and
 - D. A statement which agrees to hold the District and all Participating Parties harmless and indemnify the County from and against any and all claims and losses brought by Contractor or any subcontractor or other persons claiming injury or illness resulting from performance of work this contract.

- 2.12** Waiver of Subrogation. Contractor waives all rights against the District and Participating Parties and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by the workers compensation and employer's liability or commercial umbrella liability insurance obtained by Contractor pursuant to Paragraph 2.11 of this Exhibit. Contractor will obtain an endorsement equivalent to WC 00 03 13 to affect this waiver.
- 2.13** Fire/Hazard Insurance: The Contractor shall carry full insurance against loss by fire and wind damage upon all material in place or stored at the site for installation. This provision does not exclude material partially paid for by the Owner. This insurance shall be for the full insurable value of the material and shall be kept in full force until final acceptance and payment of the work by the Owner. If any section of the work entails special hazards the Contractor shall provide riders to the Public Liability and Property Damage Insurance to provide protection from these special hazards.
- 2.14** **Other Insurance Provisions**
- 2.15** Cancellation and Material Change Endorsement shall be included on all insurance policies required by the District. Thirty (30) days Advance Written Notice of Cancellation, Non-Renewal, Reduction in insurance coverage and/or limits and ten (10) days written notice of non-payment of premium shall be sent to the District at the office and attention of the Certificate Holder. This endorsement supersedes the Standard Cancellation Statement on Certifications of Insurance to which this endorsement is attached.
- 2.16** No Representation of Coverage Adequacy. By requiring insurance herein, the District and Participating Parties do not represent that coverage and limits will necessarily be adequate to protect the Contractor and such coverage and limits shall not be deemed as a limitation on Contractor's liability under the indemnities granted to the District or any Participating Party under the Contract.
- 2.17** Failure of the District or any Participating Party to demand such certification or other evidence of full compliance with these insurance requirements or failure of the District or any Participating Party to identify deficiency from evidence that is provided will not be construed as a waiver of Contractor's obligation to maintain such insurance.
- 2.18** Cross-Liability coverage. If Contractor's liability does not contain the standard ISO separation of insured provision, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.
- 2.19** Any policy written on a claims-made basis, the Contractor warrants that any retroactive date applicable to coverage under the policy proceeds the effective dates of this contract; and that continuous coverage will be maintained or extended discovery period of 2 years beginning from the time that work under the contract is completed.
- 2.20** Acceptability of Insurer(s). District and Participating Parties reserve the right to reject any insurance carriers that are rated less than: A.M. Best rating of A: IV.

Exhibit D - O & M Project Contribution Breakdown

The percentages below are to be used for allocation of future shared costs for post-construction Operations and Maintenance, as provided for in Section VIII. of this Agreement and Exhibit B..

Parties	Contribution
City of Blaine	72%
Coon Creek Watershed District	7%
City of Coon Rapids	17%
Anoka County	4%
Total	100%

Exhibit E - Notices

Coon Creek Watershed District
Attn: District Administrator
13632 Van Buren St NE
Ham Lake, MN 55304
Email: info@cooncreekwd.org

City of Blaine
Attn: City Manager
10801 Town Square Drive NE
Blaine, Minnesota 55449

City of Coon Rapids
Attn: City Manager
11155 Robinson Drive NW
Coon Rapids, Minnesota 55433

Anoka County
Attn: County Administrator
2100 3rd Avenue, Ste 700
Anoka, MN 55303
Email: jim.dickinson@anokacountymn.gov



City of Blaine Staff Report

File Number: RES 26-186

Agenda Date	Status
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September 9, 2026

In Control	File Type
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City Council

Resolution

Approval of Consent Agenda: - Jerome Krieger, Park and Recreation Director

Agenda Item # 7.10

Resolution to Approve Temporary Road Closure for Blaine Oktoberfest

Executive Summary

The City Council is asked to approve a temporary road closure on Town Square Drive in front of city hall for the Blaine Oktoberfest.

Background

Oktoberfest is an annual special event that brings residents and non-residents to Tom Ryan Park and city hall for a celebration of arts, crafts, and music.

Strategic Plan Relationship

This action relates to all aspects of the strategic plan by providing opportunities for public events and gatherings.

Board/Commission Review

N/A

Financial Impact

N/A

Public Outreach/Input

N/A

Staff Recommendation

By motion, adopt a resolution approving a temporary road closure of Town Square Drive from 108th Lane NE to Town Square Drive NE on Saturday, October 3, 2026 from 7AM to 9PM.

Attachment List

1. 2026 Oktoberfest Map



City of Blaine

Signature Copy

Resolution: RES 26-186

Resolution to Approve Temporary Road Closure for Blaine Oktoberfest

WHEREAS, the Oktoberfest annual special event is a large public event that brings hundreds of people to City Hall each year; and

WHEREAS, staff have identified the need to create a security plan for safety for the event; and

WHEREAS, the Blaine City Council is cognizant of providing regulation of vehicular traffic in a safe and responsible manner; and

WHEREAS, the City Code requires a resolution authorizing temporary road closure restrictions; and

WHEREAS, the temporary road closure restrictions will not adversely affect traffic safety; and

WHEREAS, public safety is paramount for all involved, including attendees and residents.

NOW, THEREFORE, BE IT RESOLVED, that the Blaine City Council hereby authorizes Public Works to implement/conduct the following road closure for the annual Oktoberfest event on October 3, 2026;

1. A temporary road closure is hereby authorized for vehicle and pedestrian safety for Town Square Drive between 108th Avenue and Town Square Drive from 7AM to 9PM on October 3, 2026.

PASSED by the City Council of the City of Blaine this 9th day of September, 2026.



City of Blaine

Signature Copy

Ordinance:

Resolution to Approve Temporary Road Closure for Blaine Oktoberfest

WHEREAS, the Oktoberfest annual special event is a large public event that brings hundreds of people to City Hall each year; and

WHEREAS, staff have identified the need to create a security plan for safety for the event; and

WHEREAS, the Blaine City Council is cognizant of providing regulation of vehicular traffic in a safe and responsible manner; and

WHEREAS, the City Code requires a resolution authorizing temporary road closure restrictions; and

WHEREAS, the temporary road closure restrictions will not adversely affect traffic safety; and

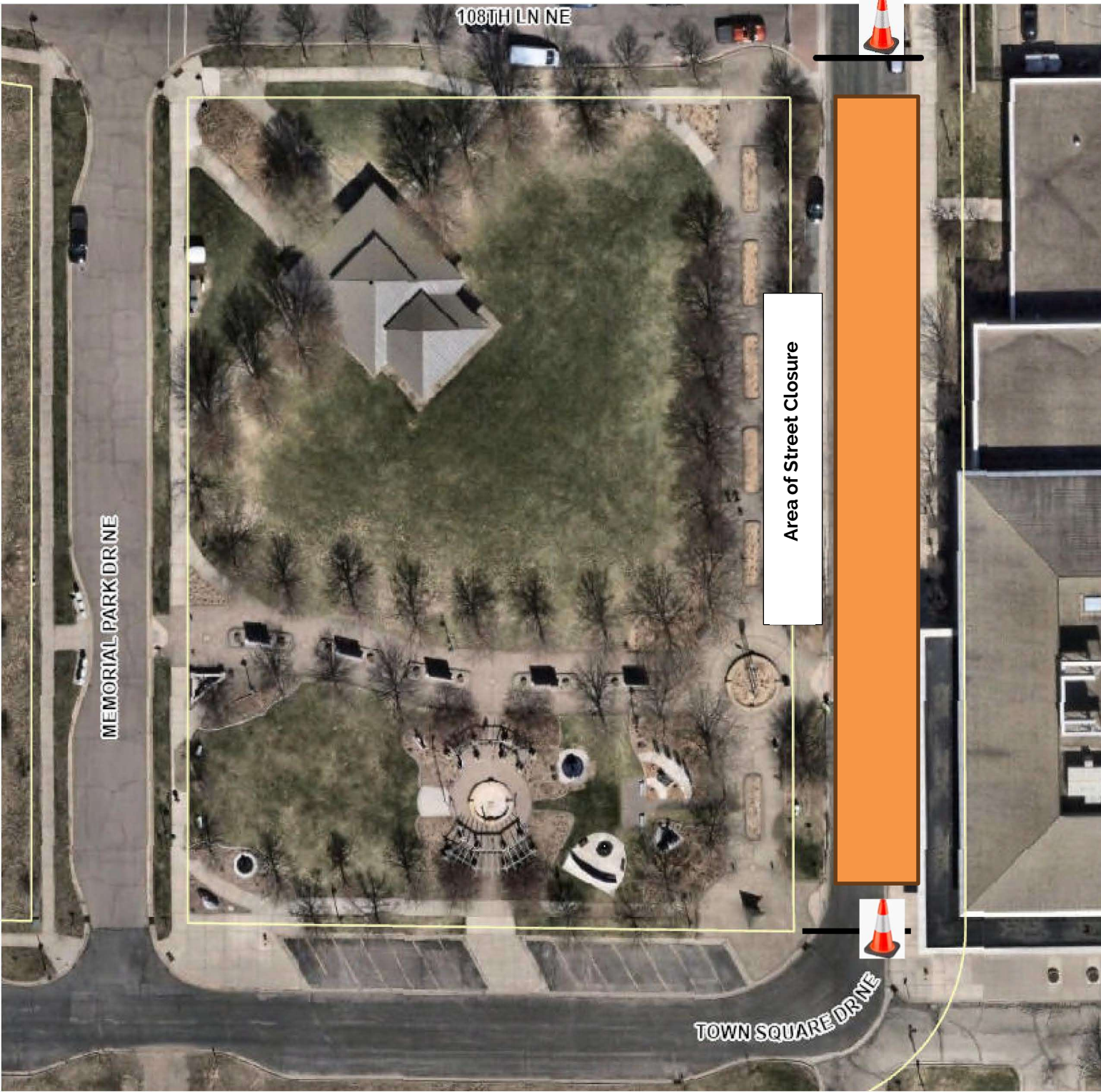
WHEREAS, public safety is paramount for all involved, including attendees and residents.

NOW, THEREFORE, BE IT RESOLVED, that the Blaine City Council hereby authorizes Public Works to implement/conduct the following road closure for the annual Oktoberfest event on October 3, 2026;

1. A temporary road closure is hereby authorized for vehicle and pedestrian safety for Town Square Drive between 108th Avenue and Town Square Drive from 7AM to 9PM on October 3, 2026.

PASSED by the City Council of the City of Blaine this 9th day of September, 2026.

Oktober Fest 2026 October 3 - Street closure from 7AM- 9PM





City of Blaine Staff Report

File Number: RES 26-172

Agenda Date

September 9, 2026

Status

In Control

City Council

File Type

Resolution

Approval of Consent Agenda: - Jerome Krieger, Park and Recreation Director

Agenda Item # 7.11

Resolution Accepting Parks and Recreation Donations for Quarter 2 of 2026

Executive Summary

Seeking authorization to receive funds from the listed donors totaling \$3,304.

Background

The Parks and Recreation Department receives donations towards its programming and is requesting City Council acceptance in accordance with City Policy 2.120 Donations and Gifts and pursuant to Minnesota Statutes Section 465.03 and Section 12.22. See below listing for donations received during quarter 2 of 2026.

Donor's Name	Terms and Conditions	Amount Received
Blaine Festival	Programs, Entertainment, and Meal Assistance	\$2,000
Carrie Mikkonen	Programs, Entertainment, and Meal Assistance	\$1,000
Peter Karlen	Programs, Entertainment, and Meal Assistance	\$250
Wanda Grams	K-9 Donation	\$54
Total		\$3,304

Strategic Plan Relationship

Aligns with Strategic Priority 1 Financial Sustainability, providing non-tax revenue sources.

Board/Commission Review

NA

Financial Impact

Donations are budgeted in the General Fund with offsetting Parks and Recreation expenditures.

Public Outreach/Input

NA

Staff Recommendation

By resolution, authorize staff to accept the donations.

Attachment List

None



City of Blaine

Signature Copy

Resolution: RES 26-172

Resolution Accepting Parks and Recreation Donations for Quarter 2 of 2026

WHEREAS, the City of Blaine has received the following Parks and Recreation donations for quarter 2 of 2026:

Donor's Name	Terms and Conditions	Amount Received
Blaine Festival	Programs, Entertainment, and Meal Assistance	\$2,000
Carrie Mikkonen	Programs, Entertainment, and Meal Assistance	\$1,000
Peter Karlen	Programs, Entertainment, and Meal Assistance	\$250
Wanda Grams	K-9 Donation	\$54
Total		\$3,304

WHEREAS, Minn. Stat. § 465.03 requires the City to accept donations by resolution expressing the terms and conditions prescribed by the donor in full; and

WHEREAS, City Policy 2.120 Donations and Gifts requires a resolution from the City Council authorizing the City of Blaine to accept donations.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Blaine, Minnesota, acceptance of the donations in accordance with the terms set forth herein.



Signed by

Tim Sanders, Mayor

Signed by

Catherine M. Sorensen, City Clerk



City of Blaine

Staff Report

File Number: 2026-174

Agenda Date	Status
September 9, 2026	
In Control	File Type
City Council	Motion

Approval of Consent Agenda: - Nick Fleischhacker, Public Works Director

Agenda Item # 7.12

Motion to Approve Purchase of Residential Water Meters and Radio Transmitters

Executive Summary

Staff is requesting authorization to purchase 96 Ally water meters and 96 radio transmitters from Core & Main. The Ally meters provide pressure and temperature monitoring in addition to standard water consumption data.

Background

Staff is requesting authorization to purchase 96 radio transmitters and 96 Ally water meters from Core & Main, the local distributor of Sensus water meters.

The Ally water meters differ from the iPERL meters that the City typically installs. In addition to measuring water consumption, the Ally meters provide pressure and temperature monitoring capabilities. These features will allow staff to obtain snapshot information about pressure and temperature conditions within the water distribution system.

The Ally meters will not replace iPERL meters throughout the City. Instead, they will be strategically installed in areas where the City receives regular customer complaints or experiences recurring water system issues. The additional monitoring capabilities will assist staff in diagnosing and addressing pressure-related problems. Temperature monitoring can also provide alerts that may help staff identify and prevent frozen water services during the winter.

The additional monitoring capabilities are accessed through the Sensus pressure profile module. The pressure profile module is included with the purchase of the Ally meters and will also collect pressure and temperature data from existing meters in the City's system that have the capability to provide this information.

Customers receiving an Ally meter will not be charged an additional fee for the upgraded meter. The Water Utility will absorb the difference in cost between the Ally and standard iPERL meters.

By placing a larger order, staff was able to secure a 5% discount on the water meters and a 25% discount on the radio transmitters, resulting in additional savings to the City.

Strategic Plan Relationship

This action relates directly to the City of Blaine Strategic Plan Item No. 3 - Infrastructure Management.

Board/Commission Review

N/A

Financial Impact

The purchase of these water meters will be funded through the Water Division's operating budget for merchandise for resale. As of August 24, 2026, the account has an available balance of \$182,485. Following this purchase, \$120,805 will remain available.

Public Outreach/Input

N/A

Staff Recommendation

Staff recommends authorizing the purchase of water meters and radio transmitters from Core and Main, the local Sensus city meter representative for \$61,680.00.

Attachment List

1. Blaine Pressure Profile Meters



Bid Proposal for Blaine Pressure Profile

CITY OF BLAINE, MN
Job Location: Blaine , MI
Bid Date: 07/31/2026
Core & Main Bid #: 5110753

Core & Main
15800 W 79th St
Eden Prairie, MN 55344
Phone: 9529379666
Fax: 9529378065

Seq#	Qty	Description	Units	Price	Ext Price
10	72	ALLY 3/4S 1G 7.5LL 7WHL 3TS	EA	480.00	34,560.00
20	24	ALLY 1 1G 10.75LL 7WHL 3TS	EA	550.00	13,200.00
30	96	510M M2 S/POINT WIRED SP HR &	EA	145.00	13,920.00
50	1	PRESSURE PROFILE ANNUAL FEE	EA	N/C	N/C
		\$5000-WAIVED			
70	1	SETUP & INTEGRATION FEE	EA	N/C	N/C
		\$15.000-WAIVED			
Sub Total					61,680.00
Tax					0.00
Total					61,680.00

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: <https://coreandmain.com/terms-of-sale/>

THIS BID MAY INCLUDE GLOBALLY SOURCED (IMPORTED) MATERIALS THAT ARE SUBJECT TO CHANGING TARIFFS. PRICES ARE SUBJECT TO CHANGE DUE TO POTENTIAL ADDITIONAL TARIFFS IMPOSED BY THE U.S. GOVERNMENT. IF IMPOSED, PRICES WILL INCREASE BY THE SAME PERCENTAGE AND WILL BE EFFECTIVE ON THE DATE THAT THE NEW TARIFFS ARE IMPLEMENTED. THESE ITEMS SHOULD BE PURCHASED WITH HASTE TO AVOID ANY ADDITIONAL RISING TARIFF COSTS.



City of Blaine Staff Report

File Number: 2026-175

Agenda Date	Status
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September 9, 2026

In Control	File Type
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City Council

Motion

Approval of Consent Agenda: - Scott Johnson, Director of Administrative Services

Agenda Item # 7.13

Motion to Approve a State Lobbying Agreement with Capitol Hill Associates

Executive Summary

Council is asked to approve the attached agreement for state lobbying services with Capitol Hill Associates.

Background

Council reviewed options and interviewed state lobbying firms at the August 17, 2026 workshop and there was consensus to move forward with a services agreement with Capitol Hill Associates. The new agreement with Capitol Hill Associates is attached, and the fee will be \$42,000 annually.

Strategic Plan Relationship

This items falls under the financial sustainability strategic priority.

Board/Commission Review

N/A

Financial Impact

The contract fee is \$42,000 annually. The 2026 budget includes funding for the state lobbying contract.

Public Outreach/Input

N/A

Staff Recommendation

By motion, approve the state lobbying contract with Capitol Hill Associates.

Attachment List

1. Blaine Contract

**GOVERNMENT RELATIONS AGREEMENT
BETWEEN
CITY OF BLAINE
AND
CAPITOL HILL ASSOCIATES**

DATED: September 9th, 2026

THIS AGREEMENT is made and entered into the date first above written, by and between the City of Blaine ("Client") and CAPITOL HILL ASSOCIATES ("Firm"), with offices at 525 Park Street, Suite 255, St. Paul, MN 55103. The parties hereto agree as follows:

1. Government Relations Representatives. City of Blaine contracts with FIRM to act on its behalf as the government relations representatives and to appear as such before the State of Minnesota, agencies, departments, committees, and other departments of government.
2. Services. The Firm will provide services as detailed in Appendix A. The Firm shall be authorized to use its professional judgment in determining the manner and means of achieving the Client's goals.
3. Consideration. The Client agrees to pay the Firm all reasonable and necessary expenses, including but not limited to; travel, long distance telephone charges, telegraph, telefax, printing, photocopying, and similar expenses. All expenses shall be subject to approval by the Client.
4. Government Relations Services. The Client shall pay the Firm for government relations services rendered, and as described in Appendix A, in accordance with the following schedule:

\$42,000 annually payable in equal monthly installments (\$3,500,00)

- 4.1 Additional Work and Renegotiation: If work for the Client requires services in excess of those listed in Appendix A, the Client and Firm may renegotiate the terms of this Agreement.
- 4.2 The term of this agreement shall be for three years beginning September, 2026. The agreement shall renew annually unless terminated pursuant to this agreement.
5. Assignment. No assignment of the obligation of this Agreement, in whole or in part, shall be made without the Client's express written consent, nor shall any assignment or encumbrance be made of any interest in this Agreement by the Firm without the Client's previously obtained consent.
6. Termination. This Agreement can be terminated by either of the parties without

cause by 60 days written notice, provided that in the event this Agreement is terminated, the Firm will promptly cease all work on the project. Upon receiving final payment for authorized services and applicable expenses, the Firm shall provide the Client copies of all files requested and any necessary originals in the possession of the Firm.

7. Invoices. The Firm shall provide invoices with vouchers detailing the expenses incurred in connection therewith. The Client shall use commercially reasonable efforts to pay such invoices within thirty (30) days of receipt and approval.
8. Amendment. This Agreement may be amended by written agreement signed by the parties.
9. Governing Law and Choice of Venue. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota.
10. Conflict of Interest. In the event any work required under this Agreement comes into potential or direct conflict with an existing client of the Firm, the Firm will immediately notify the Client of the potential or direct conflict and may terminate the Agreement and cease representation in the event the conflict cannot be resolved.
11. Firearms and Dangerous Weapons Prohibition: The City of Blaine maintains a zero-tolerance policy regarding firearms and dangerous weapons. Contractors, subcontractors, vendors, and agents are prohibited from carrying or possessing firearms or dangerous weapons while performing services for the City or while on City property.

All contractors, vendors, and agents are responsible for ensuring compliance by all personnel and subcontractors.

Violations may result in immediate suspension or removal from the city property, immediate contract termination, debarment from future contracting opportunities, and other legal remedies. Review the policy at: <https://blainemn.gov/firearmpolicy>

IN WITNESS WHEREOF, we have hereunto set our hands this day.

City of Blaine

Capitol Hill Associates



City of Blaine

R. Reid LeBeau II
Chairman of the Board

Appendix A

Government Relations Services

- State of Minnesota
 1. Work to advance, oppose, or amend legislation directly impacting the City of Blaine.
 2. Monitor relevant legislative committees.
 3. Represent the Client's positions to State of Minnesota.
 4. Report to the Client on state activities in a timely manner.
 5. Provide the Client with periodic reports and, upon request, concerning pertinent legislative activity.
 6. Edit and assist in draft letters to legislators and/or elected officials.
 7. Provide relevant information and counsel concerning legislation to the Client.
 8. Strategize with the Client and assist it in maximizing legislative opportunities.



City of Blaine

Staff Report

File Number: ORD 26-2615

Agenda Date	Status
September 9, 2026	
In Control	File Type
City Council	Ordinance

Development Business - Sheila Sellman, Community Development Director

Agenda Item # 9.1

First Reading

Ordinance Granting Amendments to Section 133-8(a) of the City of Blaine Zoning Ordinance to Allow Billboards to be Constructed on Property with a Land Use Designation of Airport (AP). Metropolitan Airport Commission (Case File No. 26-0036/ACK)

Executive Summary

The applicant is requesting an ordinance amendment to allow billboards to be constructed on properties with a land use designation of Airport (AP).

Background

Planning Commission Public Hearing	August 12, 2026
City Council (1st Reading)	September 9, 2026
City Council (2nd Reading)	September 21, 2026
Action Deadline (60 Days)	September 12, 2026
Action Deadline (City Extended - 60 Days)	November 11, 2026

Staff report prepared by Alex Koberoski, Assistant Planner.

Billboards are currently permitted only within specified zoning districts and only when located adjacent to U.S. Highway 10 or Interstate Highway 35W. The Metropolitan Airports Commission (MAC) has expressed interest in constructing a billboard adjacent to Highway 10, however, the Airport land use designation is not currently included among the districts where billboards are permitted.

Several existing billboards are located along Highway 10 and comply with all applicable ordinance standards, including maximum height and sign area, required setbacks, and architectural design requirements. The proposed ordinance amendment to allow billboards within the Airport land use designation is consistent with the existing development pattern along the Highway 10 corridor. Staff

finds that the request is reasonable, is not inconsistent with surrounding land uses, and would not detract from or impede the City's goals and vision for the area.

The applicant has submitted a preliminary site plan identifying a proposed billboard location on the southern portion of the property, adjacent to Highway 10. The proposed location appears capable of meeting the applicable billboard standards, subject to review and approval through the permitting process.

Strategic Plan Relationship

Not applicable.

Board/Commission Review

The Planning Commission voted unanimously to approve the code amendment. No one spoke at the public hearing. The meeting minutes are attached for reference.

Financial Impact

Not applicable.

Public Outreach/Input

Notices of a public hearing were:

1. Published in Blaine/Spring Lake Park/Columbia Heights/Fridley Life.
2. Posted on the City website.

Staff Recommendation

By motion, introduce the ordinance for first reading and direct that it be placed on file for second reading at the September 21, 2026, council meeting.

Attachment List

1. Unapproved PC Minutes 081226



City of Blaine

Signature Copy

Ordinance: ORD 26-2615

First Reading

Ordinance Granting Amendments to Section 133-8(a) of the City of Blaine Zoning Ordinance to Allow Billboards to be Constructed on Property with a Land Use Designation of Airport (AP). Metropolitan Airport Commission (Case File No. 26-0036/ACK)

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

Chapter 133 - SIGNS
Sec 133-8. - Billboards.

(a) *Generally*. Outdoor advertising structures and billboards which advertise products or businesses not connected with the site or building on which they are located shall be permitted only on property which is zoned Light Industrial (I-1, I-1A), Heavy Industrial (I-2, I-2A), Planned Business District (PBD), Community Commercial (B-2), ~~or~~ Regional Commercial (B-3) or properties with a land use designation of Airport (AP).

INTRODUCED and read in full this 9th day of September, 2026.

PASSED by the City Council of the City of Blaine the day of , 20 .



City of Blaine

Planning Commission

August 12, 2026 | 7:00 PM
Blaine City Hall
10801 Town Square Drive NE
Blaine, MN 55449

MINUTES

1. Call to Order

The Blaine planning commission met in the City Hall Chambers on Wednesday, August 12, 2026. Chair Goracke called the meeting to order at 7:00PM.

2. Roll Call

Members Present: Commission Members Freeman, Halpern, Olson, Swanson, and Chair Goracke.

Members Absent: Commission Members Geiselhart and Howard.

Staff Present: Shawn Kaye, Senior Planner
Alex Koberoski, Assistant Planner

4. Public Hearing

- 4.1. 2026-382** Case File No. 26-0036 // Metropolitan Airport Commission // Airport
The applicant is proposing amendments to Section 133-8(a) of the City of Blaine Zoning Ordinance to allow billboards to be constructed on property with a land use designation of Airport (AP).
Sponsors: Alex Koberoski, Assistant Planner

The report to the planning commission was presented by Alex Koberoski, Assistant Planner. The public hearing for Case File 26-0036 was opened at 7:04PM.

Troy Hammond, Street Media Group, explained he was working with airport staff to build a billboard if this amendment were approved. He indicated he supported the proposed ordinance amendment.

The public hearing was closed at 7:05PM.

Motion by Commissioner Olson to recommend approval of Planning Case 26-0036

approving amendments to Section 133-8(a) of the City of Blaine Zoning Ordinance to allow billboards to be constructed on property with a land use designation of Airport (AP). Motion seconded by Commissioner Freeman. The motion passed 5-0.

Chair Goracke noted this would be on the agenda of the September 9, 2026 city council meeting.



City of Blaine

Staff Report

File Number: ORD 26-2617

Agenda Date	Status
September 9, 2026	
In Control	File Type
City Council	Ordinance

Development Business - Sheila Sellman, Community Development Director

Agenda Item # 9.2

First Reading

Ordinance Approving a Rezoning from 105th Redevelopment District (RD) to Planned Business District (PBD) at 2180 and 2190 105th Avenue NE. City of Blaine (National Sports Village) (Case File No. 26-0049/SAS)

Executive Summary

First reading to rezone National Sports Village from 105th Avenue Redevelopment District to Planned Business District. No new development is being proposed.

Background

Planning Commission (Public Hearing)	September 8, 2026
City Council (1st Reading)	September 9, 2026
City Council (2nd Reading)	September 21, 2026

Rezoning

Section 101-3 Criteria for granting zoning/comprehensive plan amendments:

The City Council may adopt amendments to the zoning ordinance, zoning map, and comprehensive plan relative to land uses within a particular district or to the location of the district lines. Zoning amendments shall only be used as a means to reflect changes in the goals and policies of the City as reflected in the comprehensive plan or changes in conditions in the City. Although there are no explicit findings that must be made in conjunction with rezoning, appropriate considerations include:

- Whether the proposed District is consistent with the Comprehensive Plan.
- How the proposed district differs from the existing district.
- How the proposed district meets the goals and policies of the city.

The purpose of the Planned Business District (PBD) is to allow commercial, multifamily residential and

limited light industrial uses serving a local or regional trade area. This district may be located adjacent to residential, commercial, and industrial districts and shall be primarily located on collector or arterial roads. The existing development meets the purpose as described.

Evaluation of Request

Planning Analysis

Surrounding Zoning and Uses

The subject site is at the corner of 105th Avenue and Radisson Road. Kwik Trip is across 105th Avenue and is zoned Planned Business District (PBD). The parcels to the west and south are zoned Airport and consist of soccer fields or ball fields. Across Radisson Road is Victory Links Golf Course, also zoned Airport.

Current Zoning

The subject site is zoned 105th Avenue Redevelopment District (RD). The intent of the RD is to promote development and redevelopment consistent with the master plan for the 105th Avenue Redevelopment Area by encouraging residential uses in conjunction with commercial and expanded recreational activities to create an entertainment district. While the intent is generally met, the National Sports Village (NSV) development is not part of the master plan

Proposed Zoning

In 2022, the RD was created. This district is a City Council priority for redevelopment and has been identified in the comprehensive plan and strategic plan as such. The majority of the district is north of 105th Avenue, west of Radisson Road, south of 109th Avenue and east of the soccer fields.

When creating the zoning ordinance, the Council meticulously reviewed all uses and design standards for the redevelopment district and were selective in uses and development parameters to fit within the vision. In addition to the ordinance, there are also design guidelines that apply. Minor amendments have been made to the ordinance, including adding a drive-thru to the south side of 105th Avenue, adding more permitted uses, and some clarifying language.

Originally, the subject site was intended to be part of the overall redevelopment area. However, as this redevelopment area continues to evolve, the south side of 105th Avenue is developing more independently of the master plan.

The purpose of the Planned Business District (PBD) is to allow commercial, multifamily residential, and limited light industrial uses serving a local or regional trade area. This district may be located adjacent to residential, commercial, and industrial districts and shall be primarily located on collector or arterial roads. The existing development meets the purpose as described. The NSV development is more inline with the intent of PBD.

Land Use Designation

The subject site is guided Planned Commercial (PC) in the comprehensive land use plan. The purpose of this land use category is to accommodate commercial, retail and office uses in a planned, cohesive style of development. Planned commercial areas are in areas with good visibility and access from major roadways and are sufficiently sized to accommodate a larger-scale planned design and concept. The development is consistent with the comprehensive plan designation and the rezoning does not change this.

Existing Conditions

The site is fully developed with two retail buildings.

History

The subject site received site plan approval on April 3, 2023, for two buildings on one lot. Building 1 has been approved for a 9,100-square foot Pizza Pub Prime with a 3,000-square-foot rooftop patio and a 1,000-square-foot ground patio. Building 2 has been approved for a 20,000-square-foot mixed-use building with outdoor patios.

On May 1, 2023, the subject site received a conditional use permit for two buildings on one lot, outdoor dining, and shared parking and preliminary plat to create two lots. The final plat was approved on June 20, 2023.

On August 7, 2023, an ordinance amendment was approved for the RD to allow drive-thru's on the south side of 105th Avenue as a conditional use permit.

On September 6, 2023, a sign plan was approved and a CUP for a drive-thru on the southern portion of Building 2 was approved.

On September 4, 2024, an ordinance amendment was approved for the RD to define cigar lounges and add cigar lounges as a permitted use (this applies to the entire district).

In January 2025, an ordinance amendment was approved that increased wall signage to 200 square feet per building south of 105th Avenue and allowed for a third wall sign.

Site Plan

The site is fully developed with two retail/commercial buildings. At the time of construction, the buildings met the RD standards. There is a CUP for shared parking and off-site parking. The setback along Radisson Road for Lot 1 (Pizza Pub/Prime) is 27 feet, and the setback for Lot 2 (mutli-tenant) varies from 58 feet to 68 feet. The PBD building and parking setbacks are not met. However, a zero lot line is part of the CUP request accompanying the rezoning. Rezoning these parcels will result in a legal non-conforming structure (setbacks). The applicant is aware of the status.

No new development is proposed with this rezoning and CUP application.

Attachment List:

Zoning and Location Map

Existing and Proposed Zoning Map

Strategic Plan Relationship

Not applicable.

Board/Commission Review

At the time of writing this staff report, the Planning Commission has not yet reviewed the item. The public hearing is scheduled for September 8, 2026. Staff will provide an update to the City Council at the meeting.

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, introduce the ordinance for first reading and direct that it be placed on file for second reading at the September 21, 2026, council meeting.

Attachment List

1. Attachments



City of Blaine

Signature Copy

Ordinance: ORD 26-2617

First Reading

Ordinance Approving a Rezoning from 105th Redevelopment District (RD) to Planned Business District (PBD) at 2180 and 2190 105th Avenue NE. City of Blaine (National Sports Village) (Case File No. 26-0049/SAS)

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

Section 1. The Official Zoning Map of the Zoning Code of the Municipal Code of the City of Blaine is hereby amended to change the zoning classification of the following described property:

Lot 1, Block 1 and Lot 2, Block 1, NATIONAL SPORTS VILLAGE 2ND ADDITION

Section 2. The above described property is hereby rezoned from:

~~105th Redevelopment District (RD)~~

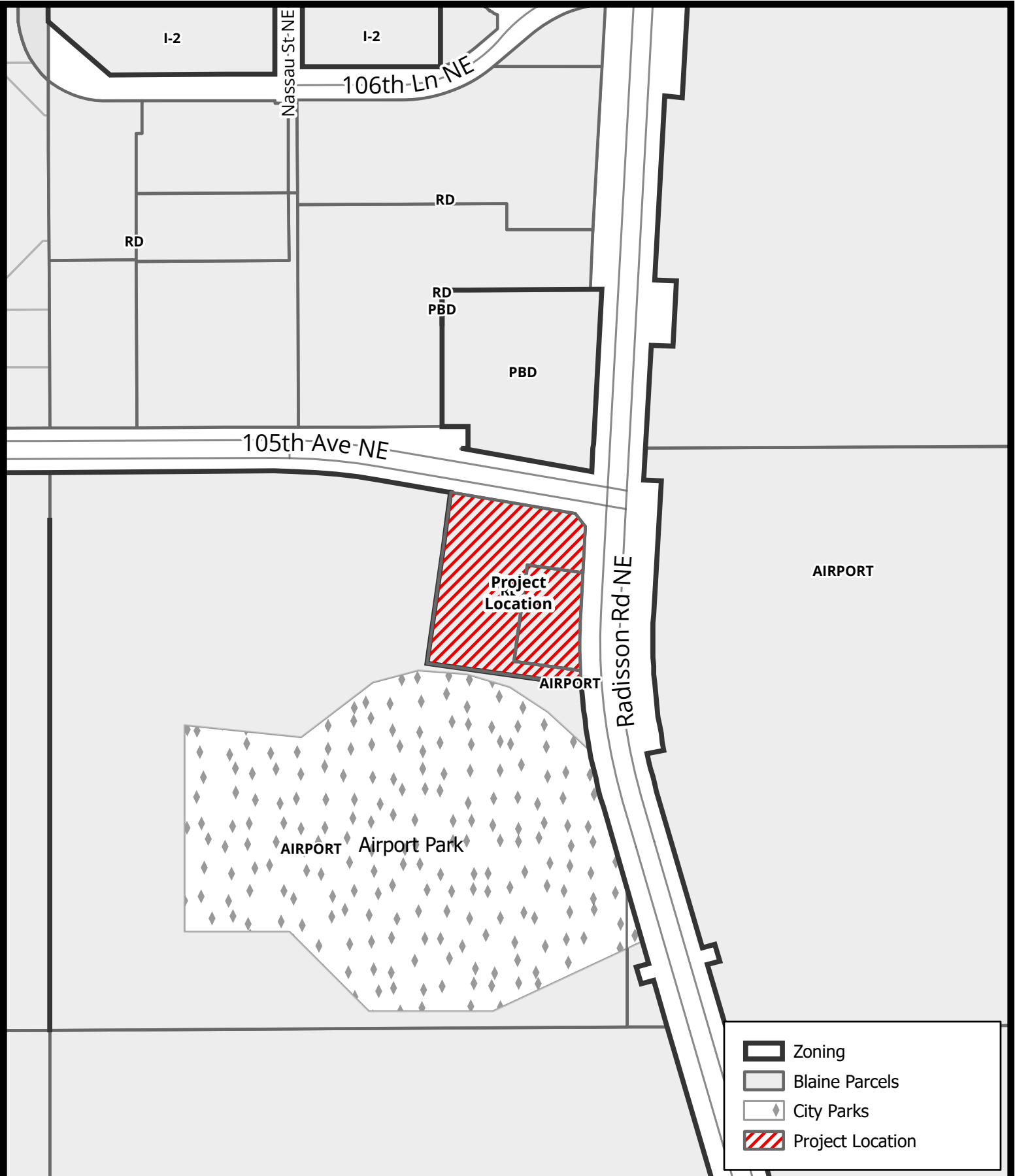
to

Planned Business District (PBD)

Section 3. The City Manager is hereby directed to make the appropriate changes in the Official Zoning Map of the City of Blaine to reflect and show the changes in zoning classification as set forth above.

INTRODUCED and read in full this 9th day of September, 2026.

PASSED by the City Council of the City of Blaine this day of 20__.



Case File No. 26-0049 **National Sports Village**

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.

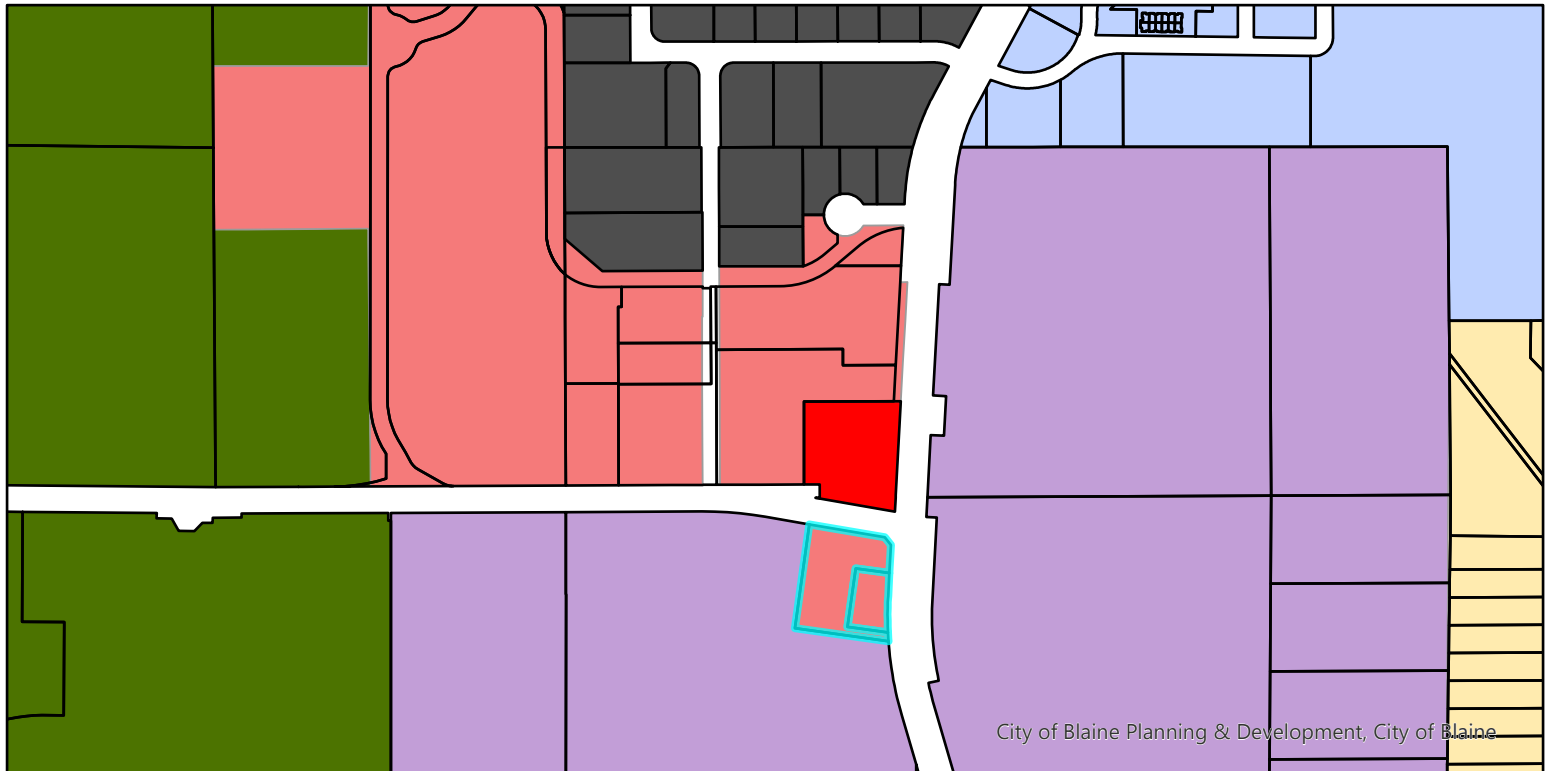


BlaineMN.gov

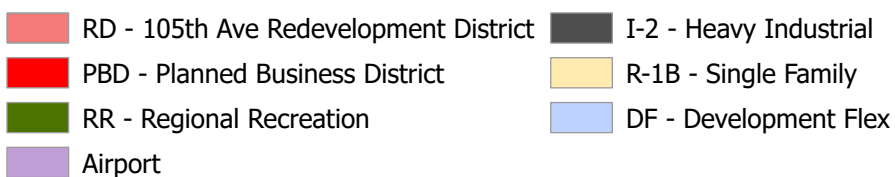
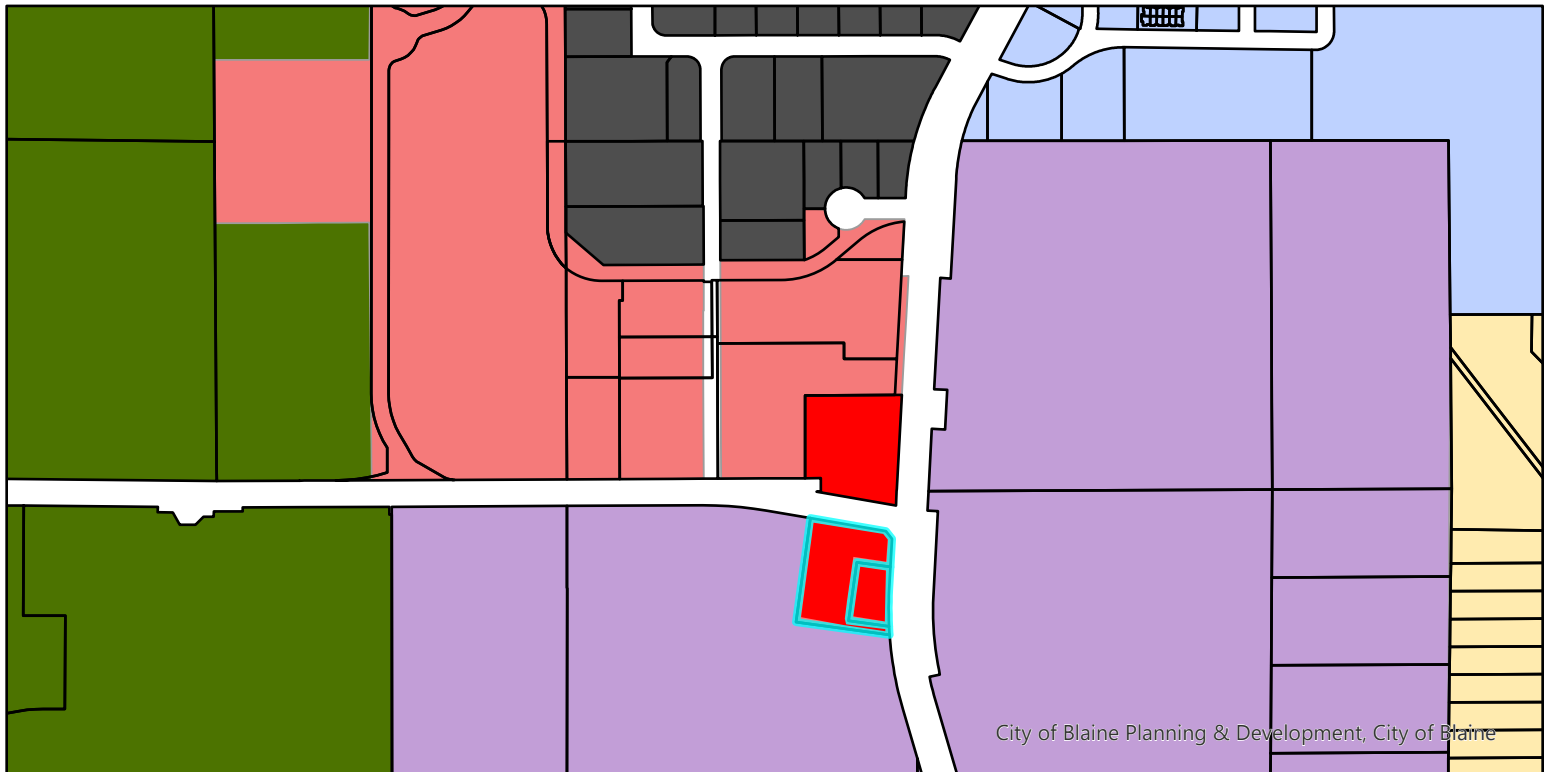


Existing and Proposed Zoning

Existing Zoning



Proposed Zoning





City of Blaine Staff Report

File Number: RES 26-169

Agenda Date	Status
September 9, 2026	
In Control	File Type
City Council	Resolution

Administration - Daniel Schluender, Director of Engineering

Agenda Item # 10.1

Resolution to Authorize Parking Restrictions on Marmon Street NE from Lever Street NE to 126th Avenue NE.

Executive Summary

Authorize no-parking restrictions on both sides of Marmon Street NE on School Days from 8:30 AM to 4:30 PM.

Background

The residents of the neighborhood on Marmon Street NE across from Sunrise Elementary School have been dealing with large numbers of vehicles parked on Marmon Street during the parent drop-off and pick-up times. Generally, this occurs on school days Monday through Friday from approximately 8:45 AM to 9:15 AM and from 3:45 PM to 4:15 PM.

City staff have received complaints that parked cars block mail delivery, hinder the free flow of traffic and present safety issues. Staff received a petition from property owners along Marmon Street NE, who are asking for assistance in deterring vehicles from park on Marmon Street during the parent drop-off and pick-up times.

Installation of no parking signs requires authorization by the City Council. The regulatory signs proposed meet warrants established in the Minnesota Manual of Uniform Traffic Control Devices and/or Minnesota State Statutes. The proposed Council action will prohibit parking on both sides of Marmon Street NE from Lever Street NE to 126th Avenue NE and on 126th Avenue NE from Lever Street NE to Marmon Street NE, from 8:30 AM to 4:30 PM, School Days.

Strategic Plan Relationship

This project aligns with the City's strategic plan goal of well-maintained infrastructure by providing high-quality street surfaces.

Board/Commission Review

N/A

Financial Impact

Signs would be installed by the City of Blaine Public Works Department and there is sufficient budget allocated for signs in the yearly operating budget to cover these costs.

Public Outreach/Input

N/A

Staff Recommendation

Staff recommends Council discuss the submitted petition and by motion, either approve or deny the resolution.

Attachment List

1. Petition for No Parking along Marmon Street
2. No Parking Exh_Marmon-126th



City of Blaine

Signature Copy

Resolution: RES 26-169

Resolution to Authorize Parking Restrictions on Marmon Street NE from Lever Street NE to 126th Avenue NE.

WHEREAS, the City Council is cognizant of providing regulation of vehicular traffic in a safe and responsible manner; and

WHEREAS, City Ordinance requires a Council Resolution specifying the placement of regulatory signs; and

WHEREAS, the regulatory signs are considered to meet warrants for traffic control established in the Minnesota Manual of Uniform Traffic Control Devices,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Blaine that regulatory signs are hereby authorized to be installed as follows:

- No Parking restrictions on either side of Marmon Street NE and on 12th Avenue NE, on School Days from 8:30AM to 4:30 PM.

PASSED by the City Council of the City of Blaine this 9th day of September, 2026.

Petition to impose parking restrictions on Marmon Street during the school year from 8:45am-9:15am and 3:45pm-4:15pm

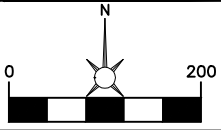
HOUSE NUMBER	PRINTED NAME	SIGNATURE
12 674	Tamara Deafitz	Tamara Deafitz
12679	Benjamin Gillogly	Ben Gillogly
12667	Carmen Kuehn	Carmen Kuehn
12661	Eth Arcega	Eth Arcega
12649	Adam Melan	Adam Melan
12632	TOMMY Nguyen	TOMMY Nguyen
12631	Logan LeCompte	Logan LeCompte
12656	Tadesse Saifu	Tadesse Saifu
12622	Junior Bueno	Junior Bueno
12591	Lia Paulino	Lia Paulino
12673	Anthony Giang	Anthony Giang
12641	Drew Vancey	Drew Vancey
12637	Patrice Evans	Patrice Evans
12589	SPENCER BOWEN	SPENCER BOWEN
12638	Colin Blonski	Colin Blonski
12644	Tseng Yangrom	Tseng Yangrom
12685	Hao Bai	Hao Bai

HOUSE NUMBER	PRINTED NAME	SIGNATURE
12 674	Tashm Daphiz	Tashm Daphiz
12679	Benjamin Gillogly	Ben Gillogly
12667	Carmen Kuehn	Carmen Kuehn
12661	ETH ANCEGA	ETH ANCEGA
12649	ADAM WELAND	ADAM WELAND
12632	TOMMY NOLAN	TOMMY NOLAN
12631	Logan LeCompte	Logan LeCompte
12656	Tadeese Saifu	Tadeese Saifu
12622	Jennifer Bueno	Jennifer Bueno
12591	Lida Paulino	Lida Paulino
12673	Anthony Liang	Anthony Liang
12691	Drew Vancey	Drew Vancey
12637	PATRICE EVANS	PATRICE EVANS
12589	SPENCER BOWEN	SPENCER BOWEN
12638	COLLIN BLOSKI	COLLIN BLOSKI
12644	Tsering Yangsom	Tsering Yangsom
12685	Hao Bai	Hao Bai



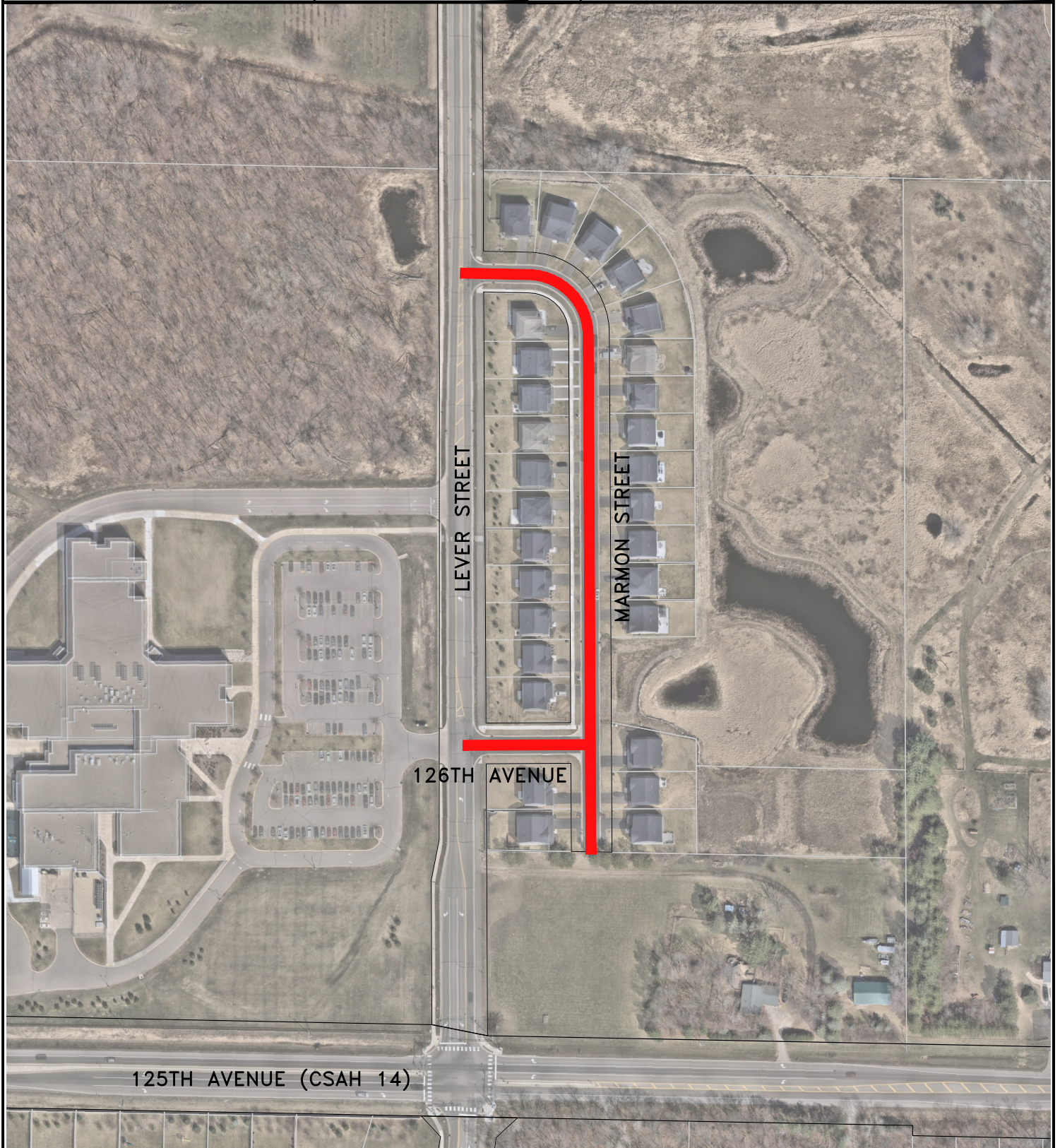
CITY OF BLAINE

LOCATION MAP



2026 MARMON STREET FROM LEVER ST TO LEVER ST

 PROPOSED NO PARKING SCHOOL DAYS 8:30 AM TO 4:30 PM
(BOTH SIDES OF STREETS)





City of Blaine Staff Report

File Number: RES 26-180

Agenda Date	Status
September 9, 2026	
In Control	File Type
City Council	Resolution

Administration - Daniel Schluender, Director of Engineering

Agenda Item # 10.2

Resolution to Authorize Parking Restrictions on Town Square Drive NE, 108th Avenue NE and Memorial Park Drive

Executive Summary

Authorize no-parking restrictions along portions of Town Square Drive NE, 108th Avenue NE and Memorial Park Drive, year-round.

Background

Staff have been working with businesses, property owners, and safety services along Town Square Drive NE, 108th Avenue NE, and Memorial Park Drive who have requested assistance in addressing and deterring on-street parking in the area.

To address these concerns, staff is recommending the installation of additional regulatory parking signage throughout the Town Square area, as shown on the attached location map. The proposed signage includes “No Parking” signs along portions of Town Square Drive NE, 108th Avenue NE, and Memorial Park Drive, with “Begin” and “End” signs used to identify the limits of the restricted parking areas.

In addition, staff is recommending “Police Parking Only” and “No Parking Here to Corner” signs along Town Square Drive NE to maintain designated police parking areas and keep areas near intersections and corners clear. A “No Parking This Side of Street” sign is also proposed on the south side of 108th Lane at its intersection with Town Square Drive NE.

Installation of no parking signs requires authorization by the City Council. The regulatory signs proposed meet warrants established in the Minnesota Manual of Uniform Traffic Control Devices

and/or Minnesota State Statutes. The proposed Council action will prohibit parking along Town Square Drive NE, 108th Avenue NE and Memorial Park Drive.

Strategic Plan Relationship

This project aligns with the City's strategic plan goal of well-maintained infrastructure by providing high-quality street surfaces.

Board/Commission Review

N/A

Financial Impact

Signs would be installed by the City of Blaine Public Works Department and there is sufficient budget allocated for signs in the yearly operating budget to cover these costs.

Public Outreach/Input

N/A

Staff Recommendation

Staff recommends Council discuss the submitted petition and by motion, either approve or deny the resolution.

Attachment List

1. Location Map Town Square Drive-no parking



City of Blaine

Signature Copy

Resolution: RES 26-180

Resolution to Authorize Parking Restrictions on Town Square Drive NE, 108th Avenue NE and Memorial Park Drive

WHEREAS, the City Council is cognizant of providing regulation of vehicular traffic in a safe and responsible manner; and

WHEREAS, City Ordinance requires a Council Resolution specifying the placement of regulatory signs; and

WHEREAS, the regulatory signs are considered to meet warrants for traffic control established in the Minnesota Manual of Uniform Traffic Control Devices,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Blaine that regulatory signs are hereby authorized to be installed as follows:

- **108th Avenue:** Signs will be placed along 108th Avenue near its intersection with Radisson Road and continuing east toward 108th Lane/Town Square Drive.
- **Town Square Drive – southwest/west side:** Signs will be placed along Town Square Drive beginning near Radisson Road and continuing east toward Memorial Park Drive.
- **Memorial Park Drive:** Multiple signs will be installed along the east side of Memorial Park Drive between Town Square Drive and the area north of the park entrance.
- **Town Square Drive – east side:** Signs will be placed along the north-south portion of Town Square Drive, including locations near the intersection with Town Square Drive/Memorial Park Drive and continuing north.
- **Town Square Drive – southeast corner:** Additional signs will be installed around the curve where Town Square Drive transitions from the north-south roadway to the east-west roadway.
- **Police parking area:** Police Parking Only and related signs will be installed near the designated police parking spaces on the east side of the Town Square area.

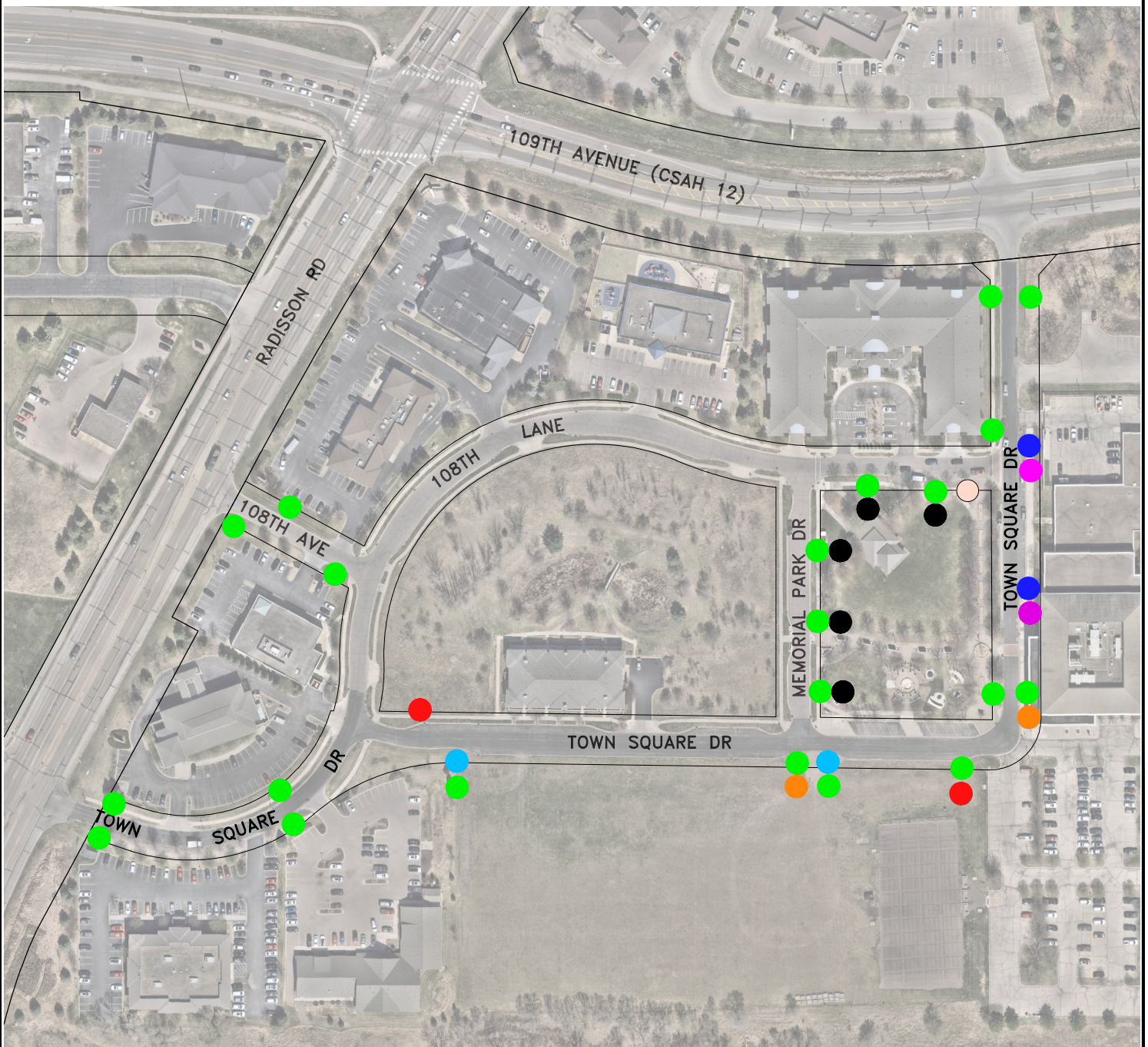
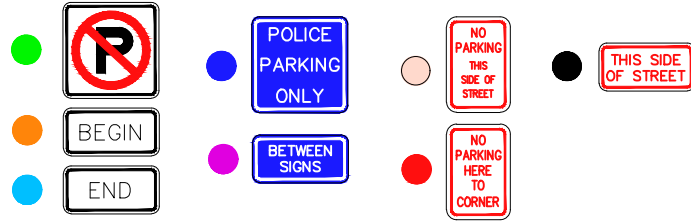
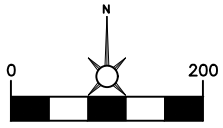
PASSED by the City Council of the City of Blaine this 9th day of September, 2026.



CITY OF BLAINE

LOCATION MAP

TOWN SQUARE DRIVE AND 108TH AVE "NO PARKING"





City of Blaine Staff Report

File Number: RES 26-168

Agenda Date	Status
September 9, 2026	
In Control	File Type
City Council	Resolution

Administration - Daniel Schluender, Director of Engineering

Agenda Item # 10.3

Resolution to Initiate Project and Order Preparation of Feasibility Report for the 2027 Street Rehabilitation Project, Improvement Project No. 27-06 (T2706)

Executive Summary

Council is being asked to initiate a 2027 Pavement Management Program project for the 2027 Street Rehabilitation Project, Improvement Project No. 27-06 (T2706)

Background

The five-year Capital Improvement Plan for the Pavement Management Program (PMP) was updated by staff and presented to Council at the July 13, 2026 workshop. The 2027 Street Rehabilitation Project Improvement Project No. 27-06, can be seen on the attached map and consists of rehabilitating the following streets:

Project Area 1:

- West Lake Blvd from Lakes Parkway to 125th Avenue NE

Project Area 2:

- Woodland Parkway NE from Lexington Avenue NE to 220 feet north of 121st Avenue NE

Project Area 1 and Project Area 2 consist of city streets with concrete curb and gutter and a raised center median. The method of rehabilitation will involve a bituminous mill and overlay with Texas Underseal and will be further explained in the feasibility report.

If approved, this Resolution initiates the proposed 2027 Street Rehabilitation Project and orders the preparation of a feasibility report.

Strategic Plan Relationship

The project aligns with the City's strategic initiatives for Growth Management and providing a well-maintained Infrastructure.

Board/Commission Review

Not required.

Financial Impact

The project will be funded by a combination of assessments, Municipal State Aid Funds, bond proceeds placed in the City Pavement Management Program fund, and Public Utility Funds.

Public Outreach/Input

The project will follow the public outreach guidelines set forth in MN Chapter 429 Statutes.

Staff Recommendation

By motion, approve the Resolution.

Attachment List

1. 27-06 Location Map



City of Blaine

Signature Copy

Resolution: RES 26-168

Resolution to Initiate Project and Order Preparation of Feasibility Report for the 2027 Street Rehabilitation Project, Improvement Project No. 27-06 (T2706)

WHEREAS, the City Council is aware of the need to maintain City streets in a condition that provides for functional, safe and efficient travel; and

WHEREAS, the City Council has determined that it is in the public interest to implement a Pavement Management Program to maintain City streets in a logical and cost-efficient manner; and

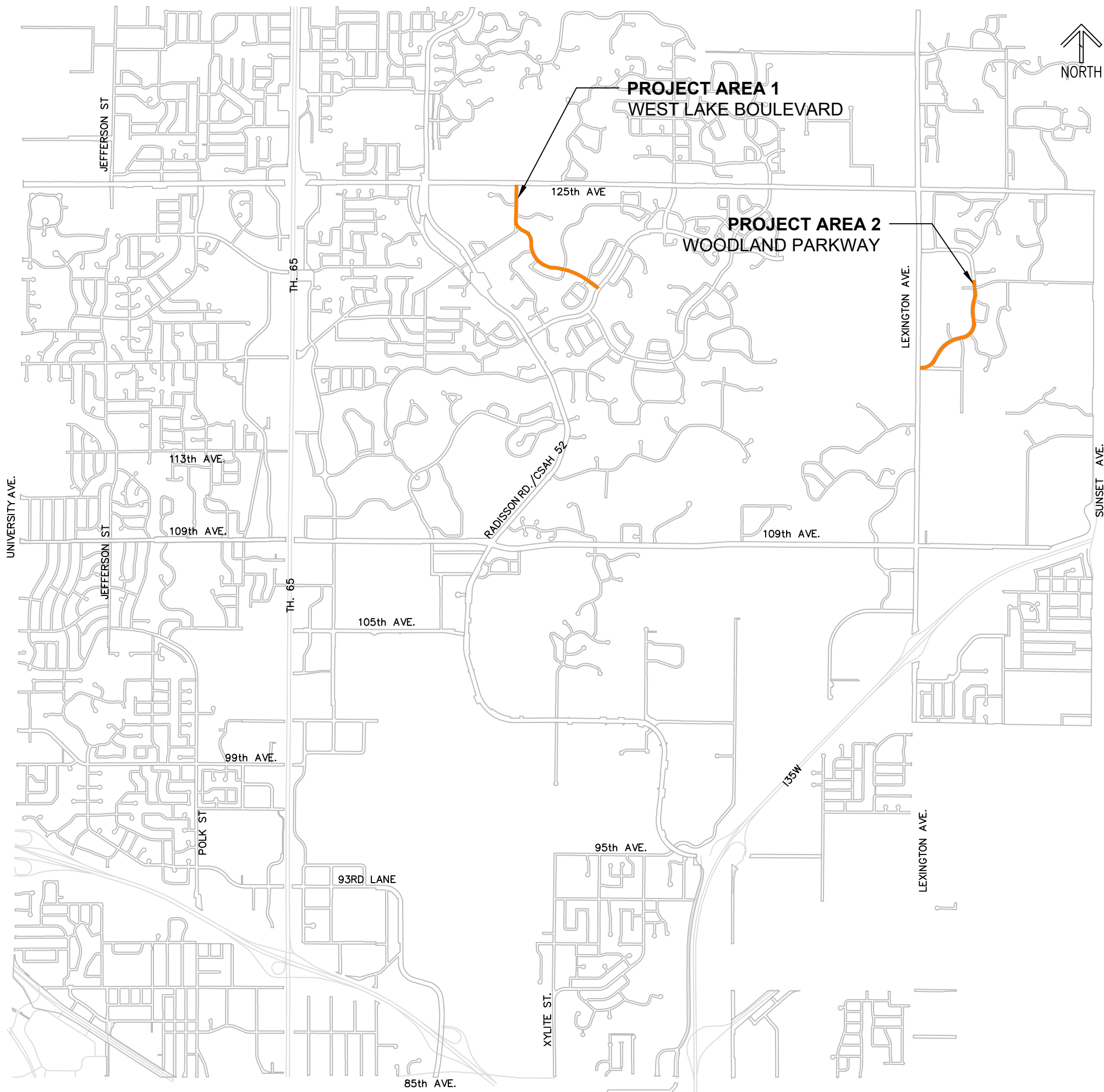
WHEREAS, the City Council adopted a Pavement Management Policy by Resolution No. 10-87 on October 7, 2010 to serve as the framework for implementing a Pavement Management Program; and

WHEREAS, the Blaine City Council proposes to initiate a street improvement project for the 2027 Street Rehabilitation; and

WHEREAS, it is proposed to assess the benefited property for all or a portion of the costs of the improvements, pursuant to Minnesota Statutes Chapter 429; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Blaine that the proposed improvements are hereby referred to the City Engineer to provide the Council with a Feasibility Report and to advise the Council in a preliminary way as to whether the proposed improvements are necessary, cost-effective, and feasible, and the estimated cost of the improvements as recommended.

PASSED by the City Council of the City of Blaine this 9th day of September, 2026.



2027 STREET REHABILITATION

CITY OF BLAINE PAVEMENT MANAGEMENT PROGRAM



ENGINEERING DEPARTMENT
10801 Town Square Drive, Blaine, Minnesota 55449
Phone (763) 785-6172



City of Blaine Staff Report

File Number: 2026-176

Agenda Date	Status
September 9, 2026	
In Control	File Type
City Council	Motion

Administration - Daniel Schluender, Director of Engineering

Agenda Item # 10.4

Motion to Authorize Mayor and City Manager to Enter into a Contract with WSB for Professional Engineering Services for the 2027 Street Rehabilitation Project, Improvement Project No. 27-06 (T2706)

Executive Summary

Council is requested to approve a contract from WSB for professional services for preliminary design and preparation of a feasibility report for the 2027 Street Rehabilitation Project, Improvement Project No. 27-06 (T2706) in the amount of \$32,510.

Background

The Engineering Department has identified three separate street improvement projects for the 2027 pavement management program. For each of these projects, staff requested a letter of proposal from an engineering firm that is in the consultant pool that the City Council adopted on August 2, 2021 with Motion 21-114.

The 2027 Street Rehabilitation Project, Improvement Project No. 27-06, includes the following streets:

Project Area 1:

- West Lake Blvd from Lakes Parkway to 125th Avenue NE

Project Area 2:

- Woodland Parkway NE from Lexington Avenue NE to 220 feet north of 121st Avenue NE

WSB has provided the requested letter of proposal for the 2027 Street Rehabilitation Project, Improvement Project No. 27-06. The proposal, in the amount of \$32,510 is for preliminary design and preparation of a feasibility report for the project. Staff reviewed the proposal, compared it with

previous proposals for similar projects, and determined that the fees are justified and reasonable. After completion of the feasibility report and upon ordering the improvements, a contract for final design and construction services would be negotiated with WSB.

This project will be funded through proposed project assessments, Pavement Management Program funds, Public Utility funds, and Municipal State Aid funds.

Strategic Plan Relationship

This project aligns with the City's strategic plan goal of well-maintained infrastructure by providing high quality city streets.

Board/Commission Review

Not required.

Financial Impact

The project was identified in the 2026-2030 Capital Improvement Program (CIP), which was adopted by the City Council via resolution 25-191 on December 15, 2025. The 2026 budget appropriated \$140,000 for preliminary consulting services, which would be used to cover the proposed engineering contract. Consistent with the 2027-2031 transportation capital plan that was presented at the July 13, 2026 City Council Workshop, additional funds will be formally requested within the 2027 CIP to provide for construction and contingency expenditures related to the project.

Unlike other pavement management projects which have been dependent on the use of bonding to finance proposed improvements, the city's portion of these costs are anticipated to be paid for using funds generated through the implementation of long-term planning in conjunction with the CIP. This includes both contributions from the pavement management fund in addition to user fees for the water and sewer fund components. This transition away from bonding will provide significant value as the city reduces issuance fees and interest costs associated with infrastructure improvements.

2027 Street Rehabilitation Project (T2706)			
Sources and Uses	2026 CIP Approved	2027 CIP Anticipated	Total Anticipated Appropriation
Funding Sources			
Pavement Management Fund	\$140,000	\$100,000	\$240,000
Municipal State Aid Funds	-	\$1,146,000	\$1,146,000
Special Assessment Bonds	-	\$75,000	\$75,000
Water Utility	-	\$25,000	\$25,000

Sewer Utility	-	\$20,000	\$20,000
Total Funding Sources	\$140,000	\$1,366,000	\$1,506,000
Expenditures			
Consulting	\$140,000		\$140,000
Construction		\$1,246,000	\$1,246,000
Contingency		\$120,000	\$120,000
Total Expenditures	\$140,000	\$1,366,000	\$1,506,000

Public Outreach/Input

The project will follow the public outreach guidelines set forth in MN Chapter 429 Statutes.

Staff Recommendation

By motion, authorize the Mayor and City Manager to enter into a contract with WSB in the amount of \$32,510 for preliminary design and preparation of a feasibility report for the 2027 Street Rehabilitation Project, Improvement Project No. 27-06. In addition, authorize a 10% contingency to bring the total project budget to \$35,761 and authorize the City Engineer to sign all change orders up to the authorized project budget amount.

Attachment List

1. WSB Letter Proposal for the 2027 Street Rehabilitation Project (CP 27-06)
2. 27-06 Location Map

August 7, 2026

Mr. Cody Sylvester
Project Engineer
City of Blaine
10801 Town Square Drive NE
Blaine, MN 55449

Re: Proposal for Preliminary Engineering and Feasibility Services for the
2027 Street Rehabilitation Project (West Lake Blvd and Woodland Pkwy NE)
City of Blaine Project No. 27-06

Dear Mr. Sylvester:

WSB is pleased to provide you with our proposal to provide preliminary investigation, survey, preliminary design, and feasibility report services for the 2027 Street Rehabilitation Project. This project is to be constructed in 2027. The exact timing of construction in 2027 is to be determined.

The **2027 Street Rehabilitation Project (see attached project area maps)** includes two project areas as stated below.

Area 1: Includes pavement rehabilitation along West Lake Blvd from Lakes Pkwy to 125th Ave NE. West Lake Boulevard is a municipal state aid street (MSAS 146). It is an urban roadway with a raised center median along the limits of rehabilitation, except where it crosses Sunrise Lake. The raised center median is limited north of 124th Ct NE. The roadway also contains a bituminous trail along the west and south sides and a concrete walk along the north and east sides.

Area 2: Includes pavement rehabilitation along Woodland Pkwy NE from Lexington Ave NE to 220 feet north of 121st Ave NE. Woodland Pkwy NE is a municipal state aid street (MSAS 142). It is an urban roadway with a raised center median along the limits of rehabilitation. The roadway also contains a bituminous trail along the west and north sides and a concrete walk along the south and east sides.

The rehabilitation of both roadways will include pavement rehabilitation, limited curb and gutter replacement, and valley gutter replacement if applicable. The amount of curb and gutter and valley gutter that will be replaced will be determined following the field investigation of the existing conditions. Only highly damaged curb and gutter and valley gutter which will impact the pavement rehabilitation will be called for replacement. On West Lake Blvd, where curb and gutter on the medians is called to be replaced, the concrete maintenance strip behind the walk will also be called for replacement. Woodland Pkwy NE does not contain concrete maintenance strips. The pavement rehabilitation will include a 2-inch mill and bituminous overlay with an underseal, as well as bituminous patching as needed where the existing pavement, when milled, is determined to be in poor condition or too thin to meet the overall pavement thickness. The storm sewer and sanitary sewer castings, as well as watermain valve boxes will be evaluated for potential damage and the need for replacement. It is not anticipated that there will be any replacement work for the watermain or sanitary sewer systems. Both project areas contain a single segment of damaged storm sewer pipe that will be replaced. Besides these replacement segments, work on the storm, sanitary and watermain systems is anticipated to be limited to surface adjustments, as applicable. There will be no improvements made to pedestrian facilities, or to the existing design of roadway geometrics or profiles. The project will be funded by local and state aid funds.

Mr. Cody Sylvester
August 7, 2026
Page 2

We are fully committed to delivering this project for the City of Blaine on schedule and on budget while fully meeting the city's expectations.

Thank you for this opportunity to provide engineering services once again for the City of Blaine. If you have any questions or comments, please do not hesitate to contact me at 612.360.1286 or nhentges@wsbeng.com.

Sincerely,

WSB

A handwritten signature in black ink, appearing to read "Ni Hentges", with a long horizontal flourish extending to the right.

Nicholas Hentges, PE
Project Manager

cc: Stefan Higgins, Assistant City Engineer, City of Blaine

Exhibit A SCOPE OF SERVICES

TASK 1.0 – PROJECT MANAGEMENT

Nicholas Hentges, PE, will serve as the Project Manager throughout every phase of the project, from preliminary design through the feasibility report.

Administration

Administration of the project will include monthly invoicing, contract amendment requests (if necessary), cost and schedule updates, billing preparation, other non-technical work, communication with the necessary project personnel and all other work to ensure all the project tasks are completed on time, within budget and in accordance with state and federal laws, rules and regulations, and City expectations.

General Coordination

General coordination of the project will include scheduling, preparing for, facilitating, and providing a documented record for the following meetings:

- Project kickoff meeting following street inspection.
- Watershed district coordination is not needed.
- One feasibility meeting.
- Preliminary design meeting, consolidated with kick off meeting.
- One utility coordination meeting prior to feasibility report.

WSB will provide a documented record of each meeting within one week following each meeting. WSB will coordinate with the city to secure the location for the public open house meeting, prepare all necessary materials for the open house, and attend the open house meeting, as requested by the City.

Quality Assurance and Quality Control Functions (QA/QC)

WSB will perform quality management functions throughout the project duration, from preliminary design through the feasibility report, and beyond as applicable, to ensure delivery of a quality product in a timely manner. This process will include a documented review process at each stage of the project, preliminary design, feasibility, and beyond as applicable. These reviewed documents will be made available to the City upon request.

No changes in project management will be made without written notice. Conditions where changes in key personnel are unavoidable (personnel no longer employed by WSB) are understood. Substitutions based on new projects or other additional workloads will not be favorably received. Likewise, the City will notify WSB if there are changes in key personnel for the City.

Deliverables

- Budget and schedule updates as applicable.
- Document design decisions.
- Track project action items.
- Facilitate the coordination meetings identified above.
- Coordinate activities with stakeholders via phone, e-mail, virtual meetings, in-person meetings, and written correspondence.
- Submit invoices in a timely manner.
- Agendas, meeting materials, and meeting minutes.

TASK 2.0 – PRE-FEASIBILITY REPORT SERVICES & PRELIMINARY DESIGN

Topographic Survey – Base Mapping – Site Inspection

WSB will complete the surveying and mapping in the Anoka County Coordinate System. Survey information can be provided to City of Blaine upon project completion including AutoCAD file, DTM, TIN file, point file, and description of vertical control used. WSB will complete all survey and mapping work

required for the delivery of the project. The scope of the topographic survey will be limited to the full length of the corridor from the inside of the trails to the inside of the walks. Following completion of the topographic survey, WSB will process the field data and prepare the necessary base mapping to be used for the delivery of the project.

A preliminary site inspection will be conducted by WSB to determine the condition of the existing roadways, curb and gutter, valley gutters, and any other city infrastructure within the project limits. Pedestrian facilities will not be evaluated with this project.

Deliverables

- Applicable topographic survey and base mapping of project area applicable to the scope of construction. Topographic survey is anticipated to be from inside edge of the trails on one side of the roadways to the inside of the walks on the other side of the roadways. Both roadways contain a trail on one side and a walk on the other.
- Complete a preliminary site inspection to determine the limited areas of curb and gutter and valley gutter replacement.

Preliminary Design

WSB will complete a preliminary design for all components within the project limits. This preliminary design will serve as the basis for the feasibility report. The preliminary design will incorporate all improvements identified during the preliminary site inspection, such as the pavement rehabilitation (mill, overlay, and patching), curb and gutter replacements, valley gutter replacements, storm sewer pipe segment replacements (one segment per project area), and applicable casting and valve box replacements. New right-of-way or easements will not be needed due to the confined area of construction and the existing right-of-way being beyond the existing trails and walks. WSB will prepare and submit the preliminary exhibits and other necessary information to the city for review. WSB will incorporate comments from the city into subsequent designs and documents.

WSB will submit a Gopher State One Call design locate to collect the initial underground utility data. Following the locate request WSB will contact each private utility company to inform them of the project and to gather mapping of individual private facilities within the project limits. WSB will also gather information from the utility companies regarding any existing easements the utility companies possess along the project segments. The city has provided record drawings of existing city utilities within the project limits.

Deliverables

- Complete a preliminary design for the mill and overlay with underseal, curb and gutter replacement, and castings replacements.
- Gopher State One Call and private utility mapping and easements

TASK 3.0 – FEASIBILITY REPORT

Feasibility Report

Upon obtaining approval of the preliminary design from city staff, WSB will prepare a feasibility report that will include:

- Report text.
- Graphics depicting the proposed improvements.
- Engineer's opinion of probable cost.
- To include all applicable funding categories – local and state aid anticipated.
- Preliminary assessment roll based on the City of Blaine's Assessment Policy, if applicable.

WSB will prepare a draft feasibility report for review by the city. The city will provide WSB a file that includes property owner names and addresses, PINs, and property addresses for assessable properties. WSB will determine assessable footage used in the assessment calculations using plat maps that are available online. Upon completion of the review of the draft feasibility report by the city, WSB will incorporate all city comments from the draft feasibility report to prepare the final feasibility report.

As a part of the feasibility report process, WSB will attend one neighborhood open house meeting. This

meeting will take place prior to the public hearing. The city will handle all mailings to residents for the open house and public hearing. WSB will prepare all materials necessary for the neighborhood open house meeting, attend the meeting, and create a comment summary following the meeting.

Deliverables

- Feasibility report, draft and final.
- Public open house attendance, materials, and comment summary.
- All other meetings associated with the feasibility report process are listed in the Project Management section above.

Exhibit B provides a detailed breakdown of the hours associated with each task listed above for each project.

FINAL DESIGN SERVICES AND CONSTRUCTION ADMINISTRATION

Final design and construction administration services are not included as a part of this proposal. These services will be a separate contract negotiated following the feasibility report public hearing and action by the City Council to order the project forward. Final design services will include coordination with MnDOT Metro State Aid on the approval of the design and plans as both roadways are municipal state aid streets (MSAS 142 and 146).



Exhibit B

2027 Street Rehabilitation Project - West Lake Blvd and Woodland Pkwy NE (27-06)

PRELIMINARY ENGINEERING AND FEASIBILITY SERVICES



Task	Description									Total Hours	Cost
		Project Manager	Project Engineer	WR Project Engineer	Engineering Technician	Topographic Survey Crew	Survey Lead	Survey Tech	Admin Assistant		
1	Project Management (September 14 - December 11)										
	Project Management / QA/QC	8							4	12	\$ 2,816.00
	Kick-Off and Design Meeting	1								1	\$ 276.00
	Feasibility Meeting	1	2							3	\$ 598.00
	Utility Coordination Meeting (1)	1	2							3	\$ 598.00
	Subtotal	11	4						4	19	\$ 4,288.00
2.1	Pre-Feasibility Report Services (September 14 - October 2)										
	Topographic survey					30	4			34	\$ 9,046.00
	Process field data							4		4	\$ 860.00
	Base mapping		2		4			4		10	\$ 2,094.00
	Preliminary Site Inspection	8								8	\$ 2,208.00
	Subtotal	8	2		4	30	4	8		56	\$ 14,208.00
2.2	Preliminary Design (October 5- October 23)										
	Street rehabilitation, curb replacement, and valley gutter replacement areas.	2	12		4					18	\$ 3,396.00
	City utility surface feature replacements or adjustments, and storm repair or replacement		4	4						8	\$ 1,288.00
	GSOC (mapping and contacts)		4							4	\$ 644.00
	Subtotal	2	20	4	4					30	\$ 5,328.00
3	Feasibility Report (October 19 - December 11)										
	A. Draft report	12	2							14	\$ 3,634.00
	A. Report graphics		4		4					8	\$ 1,556.00
	A. Engineer's opinion of probable cost	4	4	2						10	\$ 2,070.00
	A. Report revisions based on staff review - final report	2	2							4	\$ 874.00
	B. Open House	2								2	\$ 552.00
	Subtotal	20	12	2	4					38	\$ 8,686.00
Total Hours		41	38	6	12	30	4	8	4	143	\$ 32,510.00
Hourly Rates		276.00	161.00	161.00	228.00	275.00	199.00	215.00	152.00		
Design Total Direct Labor Costs		\$11,316.00	\$6,118.00	\$966.00	\$2,736.00	\$8,250.00	\$796.00	\$1,720.00	\$608.00		\$32,510.00
TOTAL PROPOSED FEE											\$32,510.00



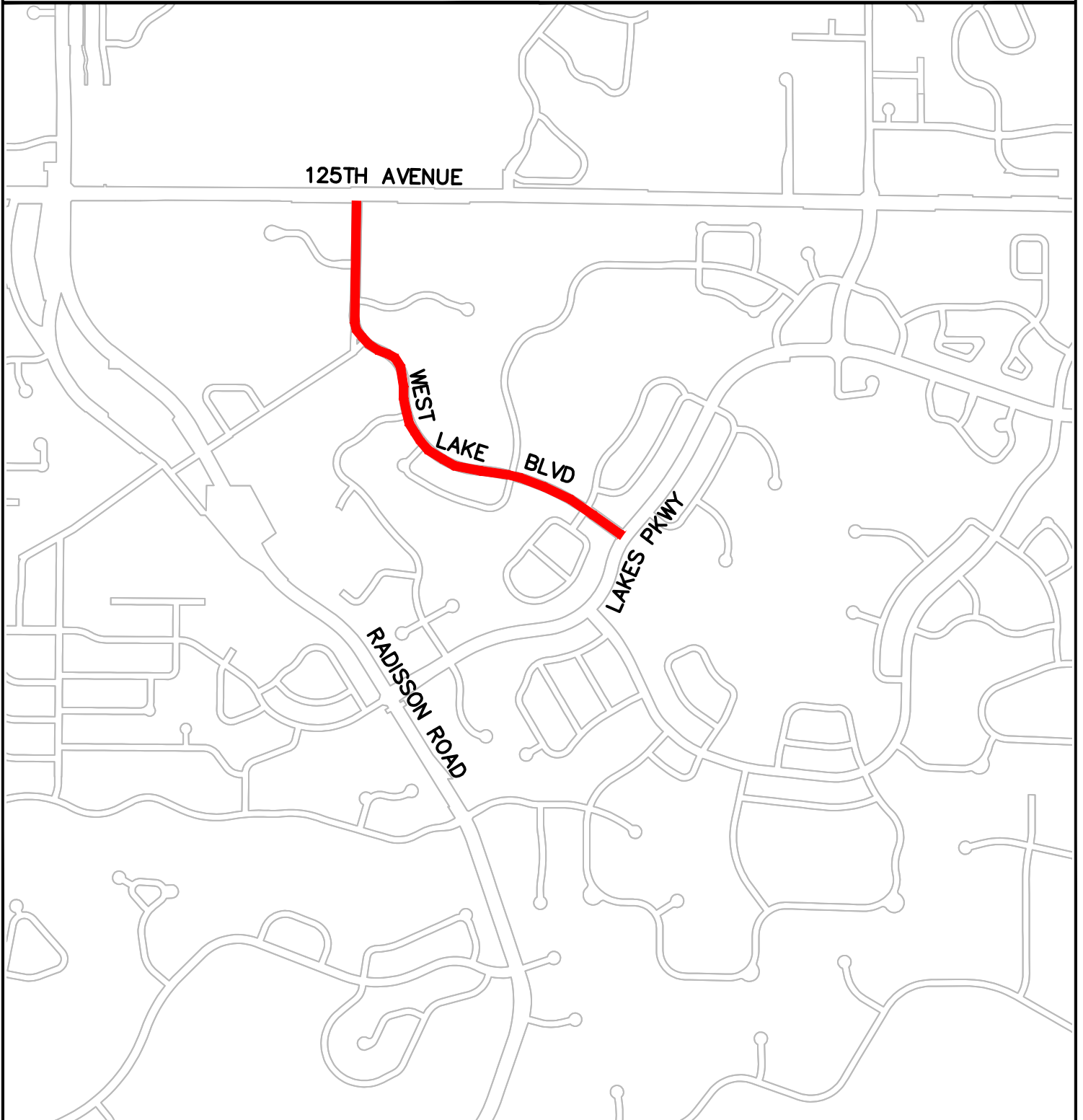
CITY OF BLAINE

LOCATION MAP



2027 STREET REHABILITATION PROJECT

 – PROPOSED PROJECT AREA 1





CITY OF BLAINE

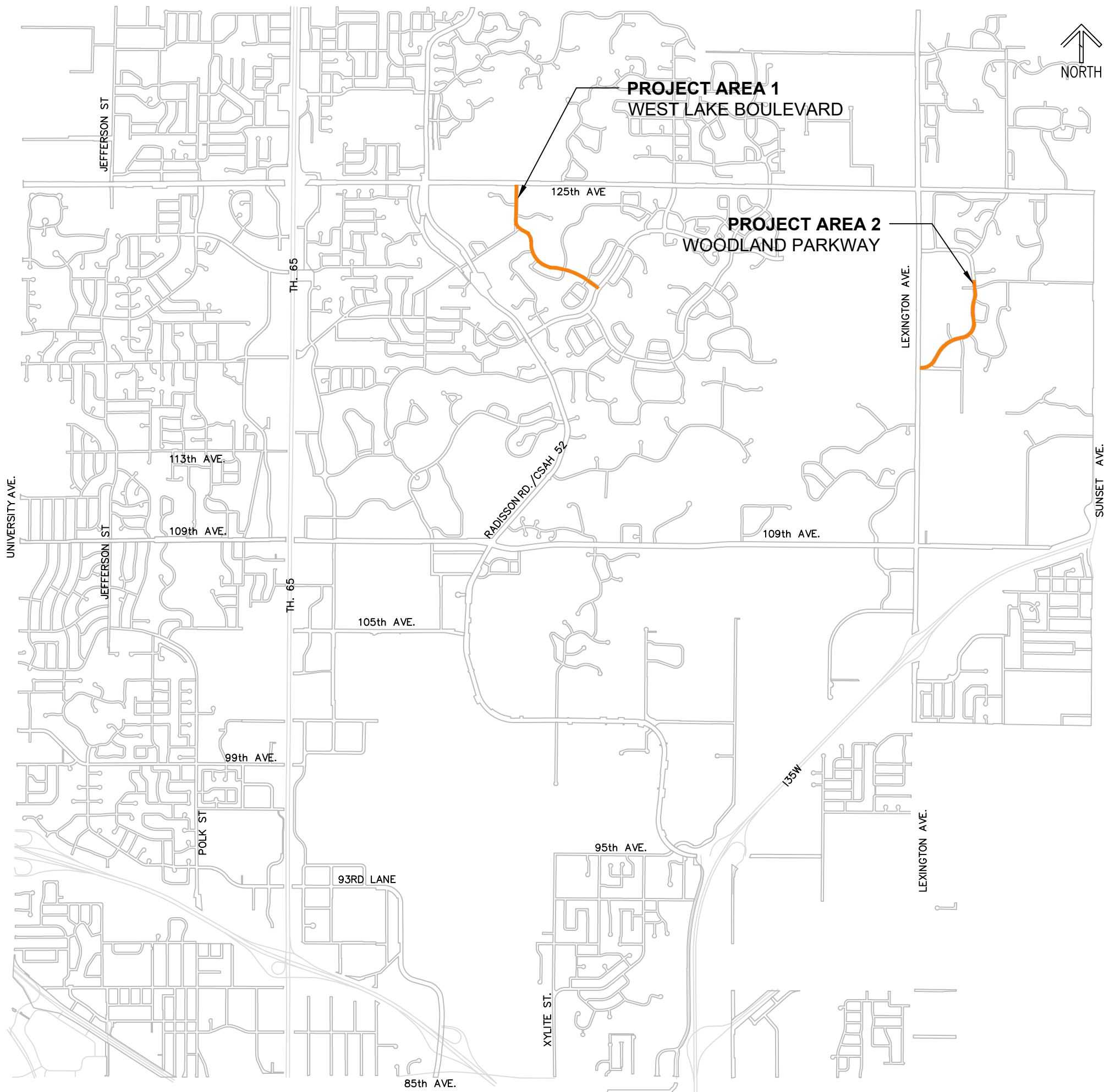
LOCATION MAP



2027 STREET REHABILITATION PROJECT

 – PROPOSED PROJECT AREA 2





2027 STREET REHABILITATION

CITY OF BLAINE PAVEMENT MANAGEMENT PROGRAM



ENGINEERING DEPARTMENT
10801 Town Square Drive, Blaine, Minnesota 55449
Phone (763) 785-6172