



Memorandum

To: Mayor Nelson and Members of the City Council
From: Daniel R. Buchholtz, ICMA-CM, Administrator, Clerk/Treasurer
Date: September 30, 2026
Subject: Proposed 2027 Street Improvement Project – Tyler Street NE and Cottagewood Terrace

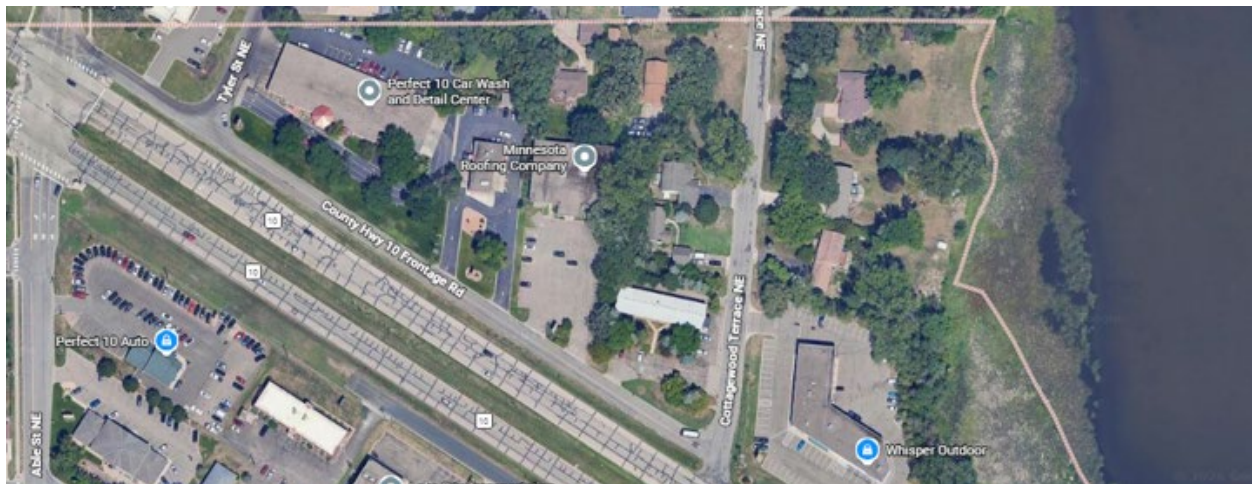
The City of Blaine is preparing a street improvement project for 2027 and has approached Spring Lake Park about including the Spring Lake Park portions of Tyler Street NE and Cottagewood Terrace as part of that project.

City Engineer Phil Gravel recently met with Blaine engineering staff to discuss the proposed work. Coordinating the projects would allow the two cities to complete improvements to these adjoining street segments as part of a single construction contract.

The preliminary scope of work within Spring Lake Park would include:

- Replacement of City water valves and hydrants within the project area.
- A 1.5-inch mill and overlay on Cottagewood Terrace, with the improvement extending south to Highway 10.
- Full-depth reclamation of Tyler Street NE, together with installation of concrete curb and gutter.

No improvements are currently proposed for the Highway 10 frontage road as part of this project.



Blaine staff will prepare a Joint Powers Agreement establishing the responsibilities of each city for design, bidding, construction, administration, and project costs. The agreement is expected to be

similar to the arrangement previously used for the Sanburnol Drive project and will be brought to the City Council for review before the project proceeds.

If the Council wishes to proceed, Spring Lake Park will need to begin its statutory improvement and assessment process. The preliminary schedule discussed by staff is:

Action	Tentative Date
Authorize preparation of feasibility report	October 19, 2026
Accept feasibility report and call improvement hearing	November 16, 2026
Public improvement hearing	December 7, 2026
Open construction bids	2027
Receive assessment roll and call assessment hearing	2027
Public assessment hearing	2027

The feasibility report would provide additional information regarding project costs, proposed assessments, financing, and the estimated financial impact on benefiting properties before the Council determines whether to order the improvement.

Staff is seeking to determine whether the Council is interested in continuing discussions with Blaine and beginning the formal improvement process. If there is general Council support, staff would work with the City Engineer and Blaine to finalize the proposed scope, review the Joint Powers Agreement, and prepare the feasibility report for consideration at the October 19 Council meeting.

If you have any questions, please do not hesitate to contact me at 763-784-6491.