



**CITY COUNCIL MEETING**  
**City Hall—Council Chambers, 3989 Central Ave NE**  
**Monday, October 14, 2024**  
**6:00 PM**

**Mayor**  
*Amáda Márquez Simula*  
**Councilmembers**  
*Connie Buesgens*  
*Kt Jacobs*  
*Rachel James*  
*Justice Spriggs*  
**City Manager**  
*Aaron Chirpich*

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## **MINUTES**

### **ATTENDANCE INFORMATION FOR THE PUBLIC**

*Members of the public who wish to attend may do so in-person, or by using Microsoft Teams Meeting at [columbiaheightsmn.gov/joinameeting](https://columbiaheightsmn.gov/joinameeting): **ID 286 466 516 904**, **Passcode cjnZoS**. Additionally, members of the public may view the meeting live at [columbiaheightsmn.gov/watch](https://columbiaheightsmn.gov/watch). For questions, please call the Administration Department at 763-706-3610.*

*Auxiliary aids or other accommodations for individuals with disabilities are available upon request when the request is made at least 72 hours in advance. Please contact Administration at 763-706-3610 to make arrangements.*

### **WELCOME/CALL TO ORDER/ROLL CALL**

### **MISSION STATEMENT**

*Columbia Heights is a vibrant, healthy and connected City. We are here to actively support the community, deliver equitable services, build and strengthen connections, improve upon our past, and uphold our successes. We strive to be better and ensure Columbia Heights is a great place for everyone, today and in the future.*

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance to the Flag: "I pledge allegiance to the flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all."

### **APPROVAL OF AGENDA**

*(The Council, upon majority vote of its members, may make additions and deletions to the agenda. These may be items submitted after the agenda preparation deadline.)*

### **PROCLAMATIONS, PRESENTATIONS, RECOGNITION, ANNOUNCEMENTS, GUESTS**

- A. Indigenous People Day Proclamation.**
- B. Domestic Violence Awareness Month Proclamation.**
- C. Breast Cancer Awareness Month Proclamation.**

### **CONSENT AGENDA**

These items are considered to be routine by the City Council and will be enacted as part of the Consent Agenda by one motion. Items removed from consent agenda approval will be taken up as the next

order of business. (The City Council will make motion to approve the Consent Agenda following the statement of all items.)

1. **Approve the September 23, 2024 City Council Meeting Minutes.**  
MOTION: Move to approve the September 23, 2024 City Council Meeting minutes.
2. **Approve the October 7, 2024 Special Assessment Meeting Minutes.**  
MOTION: Move to approve the October 7, 2024 Special Assessment Meeting minutes.
3. **Approve the October 7, 2024 City Council Work Session Meeting Minutes.**  
MOTION: Approve the October 7, 2024 City Council Work Session Meeting minutes.
4. **Accept September 4, 2024 Library Board Minutes.**  
MOTION: Move to Accept the Library Board minutes from September 4, 2024
5. **Accept August 28, 2024 Park & Recreation Commission Minutes.**  
MOTION: Move to accept the August 28, 2024 Park & Recreations Commission minutes.
6. **Accept August 7, 2024 Planning Commission Meeting Minutes.**  
MOTION: Move to accept the August 7, 2024 Planning Commission Meeting minutes.
7. **Accept September 3rd, 2024, Regular EDA Meeting Minutes.**  
MOTION: Move to accept the September 3rd, 2024 EDA meeting minutes.
8. **Second Reading of Winter Parking Ordinance No. 1705, an Ordinance to Amend Chapter 3 – Administrative Code: 3.203 Police Department; and Chapter 7 – Traffic Code: 7.202 Parking and Stopping Zones; 7.205 Prohibited Non-Moving Violations; and 7.301 Authority for Impoundment.**  
MOTION: Move to waive the reading of Ordinance No. 1705, there be ample copies available to the public.  
MOTION: Move to approve Ordinance No. 1705, being an Ordinance to amend Chapter 3 – Administrative Code: 3.203 Police Department; and Chapter 7 – Traffic Code: 7.202 Parking and Stopping Zones; 7.205 Prohibited non-moving violations; and 7.301 Authority for Impoundment in the City of Columbia Heights, and direct staff to send the summary ordinance for publication in the legal newspaper.
9. **Second Reading of Ordinance 1706 Being an Ordinance Amending Chapter 5 Article vii of the Columbia Heights City Code to Establish the Regulation and Registration of Cannabis-Related Businesses.**  
MOTION: Move to waive the reading of Ordinance No. 1706, there being ample copies available to the public.  
MOTION: Move to approve Ordinance 1706, being an ordinance amending chapter 5 article vii of the Columbia Heights City Code to establish the regulation and registration of cannabis related businesses, and direct staff to send the summary ordinance for publication in the legal newspaper.

**10. Approve Emotional Resilience Program Training for Public Safety Staff.**

MOTION: Motion to approve the expenditure of approximately \$38,800 using a portion of the one-time public safety funds for Emotional Resilience training for public safety staff.

**11. Accepting Bids and Awarding a Contract for 2024 City Hall and Library Parking Lot Paving, City Project 2410.**

MOTION: Move to accept bids and award the 2024 City Hall and Library Parking Lot Paving, City Project 2410 to Winberg Companies LLC of Shafer, Minnesota, based upon their low, qualified, responsible bid in the amount of \$284,453.08 with \$49,850 from Fund 653.2410 and \$40,815 from 411.2410 and \$193,788 from Fund 430.2410; and, furthermore, to authorize the Mayor and City Manager to enter into a contract for the same.

**12. Approval of Community Development Capital Equipment Replacement of Unit #0430 - Building Official.**

MOTION: Move to authorize the purchase of one (1) new Ford Bronco from Midway Ford of Roseville, MN in the amount of \$39,550, including trade-in with funding from fund 431-1510.

**13. Renew Legislative Services Agreement with Lockridge, Grindal and Nauen P.L.L.P**

MOTION: Move to waive the reading of Resolution 2024-75, there being ample copies available to the public.

MOTION: Move to approve Resolution 2024-75, a resolution of the City Council for the City of Columbia Heights approving legislative service agreement with Lockridge, Grindal and Nauen P.L.L.P.

**14. Amending the Community Development Fee Schedule to Add Administrative Citations Level 1 - 4, Hearing Examiner Rate, and Cannabis Registration.**

MOTION: Move to waive the reading of Resolution 2024-76, there being ample copies available to the public.

MOTION: Move to approve Resolution 2024-76, a resolution amending the 2024 Community Development fee schedule

**15. Approve Resolution 2024-77 authorizing the 2025 Contract with Sourcewell for Employee Health Insurance.**

MOTION: Move to waive the reading of Resolution 2024-77, there being ample copies available to the public.

MOTION: Motion to approve Resolution 2024-77 appointing Better Health Collective - Sourcewell as the City's health insurance provider for 2025 and authorize the City Manager to sign the contract.

**16. Rental Occupancy Licenses for Approval.**

MOTION: Move to approve the items listed for rental housing license applications for October 14, 2024, in that they have met the requirements of the Property Maintenance Code.

**17. License Agenda.**

MOTION: Move to approve the items as listed on the business license agenda for October 14th, 2024, as presented.

**18. Review of Bills.**

MOTION: Move that in accordance with Minnesota Statute 412.271, subd. 8 the City Council has reviewed the enclosed list to claims paid by check and by electronic funds transfer in the amount of \$2,505,538.90.

**PUBLIC HEARINGS**

This is the public's opportunity to speak regarding this matter. Speakers that are in-person are asked to complete a Speaker Form and submit it to the City Clerk. Speakers attending virtually should send a request to speak with this information to the moderator using the chat function and wait to be called on to speak. When speaking, virtual attendees should turn their camera on. Any comments made after the public hearing is closed will not be considered by the City Council and will not be included as part of the formal record for this matter as the item will have been voted on and the item formally closed by the Council.

**19. Consideration of Resolution 2024-73, Revocation of the License to Operate Rental Units Within the City of Columbia Heights Against the Rental Property at 4347 University Avenue NE for Failure to Meet the Requirements of the Residential Maintenance Codes.**

MOTION: Move to close the public hearing and waive the reading of Resolution 2024-73, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2024-73, being a Resolution of the City Council of the city of Columbia Heights approving revocation, pursuant to City Code, of the rental license listed.

**20. Approval of Resolution 2024-74 Approving the EDA's Request of a Levy Increase for Taxes Payable in 2025**

MOTION: Move to close the public hearing and waive the reading of Resolution 2024-74, there being ample copies available to the public.

MOTION: Move to approve Resolution 2024-74, a resolution approving the Columbia Heights Economic Development Authority's request of a levy increase for taxes payable in 2025 for economic development purposes.

**ITEMS FOR CONSIDERATION**

**21. Verizon Tower – Dish Wireless Ground Lease.**

MOTION: Move to approve the Ground Lease Agreement with Dish Wireless LLC of Englewood Colorado, and authorize the Mayor and City Manager to execute an agreement for the same for the use of designated space at the Municipal Service Building, 637 38th Avenue N.E. (rear lot).

**Ordinances and Resolutions**

**22. Consideration of a Rental License Exemption for 4721 Chatham Rd NE.**

MOTION: Move to waive the reading of Resolution 2024-072, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2024-072, a resolution approving the single-family rental exemption request for the rental application at 4721 Chatham Rd NE, Columbia Heights, MN 55421.

**Bid Considerations**

No Bid Considerations.

**New Business and Reports**

No New Business or Reports.

**CITY COUNCIL AND ADMINISTRATIVE REPORTS**

**Report of the City Council**

**Report of the City Manager**

**COMMUNITY FORUM**

*The Community Forum is the public's opportunity to address the Council regarding any matter that has not had a public hearing earlier in the meeting.*

*Speakers that are in-person are asked to complete a Speaker Form and submit it to the City Clerk.*

*Once called to the podium, the speaker should state their name and connection to Columbia Heights.*

*Speakers attending virtually should send a request to speak as well as their address and connection to Columbia Heights to the moderator using the chat function and wait to be called on to speak.*

*When speaking, virtual attendees should turn their camera on.*

*All speakers should limit their comments to five (5) minutes.*

*Personal attacks, threats, the use of profanity, and other disrespectful comments are prohibited.*

*The City Council will listen to the public comments, ask clarifying questions, and if needed, request staff to follow up or direct the matter to be added to an upcoming agenda. Generally, the City Council will not take official action on items raised at the Community Forum at the meeting on which they are raised.*

**ADJOURNMENT**

*Auxiliary aids or other accommodations for individuals with disabilities are available upon request when the request is made at least 72 hours in advance. Please contact Administration at 763-706-3610 to make arrangements.*