



CITY COUNCIL MEETING
City Hall—Council Chambers, 590 40th Ave NE
Monday, December 12, 2022
6:00 PM

Mayor
Amada Márquez Simula
Councilmembers
John Murzyn, Jr.
Connie Buesgens
Nick Novitsky
Kt Jacobs
City Manager
Kelli Bourgeois

AGENDA

ATTENDANCE INFORMATION FOR THE PUBLIC

*Members of the public who wish to attend may do so in-person, by calling **1-312-626-6799** and entering meeting ID **816 0077 4087** or by Zoom at <https://us02web.zoom.us/j/81600774087>. For questions please call the Administration Department at 763-706-3610.*

WELCOME/CALL TO ORDER/ROLL CALL

MISSION STATEMENT

Our mission is to provide the highest quality public services. Services will be provided in a fair, respectful and professional manner that effectively addresses changing citizen and community needs in a fiscally-responsible and customer-friendly manner.

PLEDGE OF ALLEGIANCE

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. Recognition of Councilmember John Murzyn Jr. for 8 years of service.**
- B. Recognition of Councilmember Nick Novitsky for 6 years of service.**
- C. Asia Chow Mein Restaurant Day Proclamation.**
- D. Plant Milkweed Month Proclamation.**
- E. Presentation on 2023 City Wall Calendar by Communications Coordinator Ben Sandell.**

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.)

MOTION: Move to approve the Consent Agenda as presented.

- 1. Approve November 7, 2022 City Council Work Session Meeting Minutes.**

MOTION: Move to approve the November 7, 2022 City Council Work Session meeting minutes.

- 2. Approve November 28, 2022 City Council Meeting Minutes.**
MOTION: Move to approve the November 28, 2022 City Council meeting minutes.
- 3. Approve October 4, 2022 Special Assessment Hearing Meeting Minutes.**
MOTION: Move to Approve the October 4, 2022 Special Assessment Hearing Meeting Minutes.
- 4. Accept November 2, 2022 Library Board Minutes.**
MOTION: Move to Accept the Library Board Minutes from November 2, 2022.
- 5. Accept the Charter Commission Meeting Minutes of July 21, 2022.**
MOTION: Move to Accept the Charter Commission Minutes of July 21, 2022.
- 6. Adopt Resolution 2022-114 Establishing Precinct and Polling Locations for 2023 Election Year.**
MOTION: Move to waive the reading of Resolution 2022-114 there being ample copies available to the public.
MOTION: Move to adopt Resolution 2022-114, establishing Precinct and Polling Locations for the 2022 Election Year
- 7. Adopt Resolution 2022-115 Establishing the City of Columbia Heights Fee Schedule for 2023.**
MOTION: Move to waive the reading of Resolution No. 2022-115, there being ample copies available to the public.
MOTION: Motion to adopt Resolution No. 2021-115, approving the 2023 City Wide Fee Schedule.
- 8. Authorize School Resource Officer Contract with Columbia Heights Public Schools.**
MOTION: Move to authorize the Mayor and Police Chief to enter into a Joint Powers agreement with Columbia Heights Public Schools for the provision of a Police School Resource Officer program as stipulated in the Joint Powers Agreement for the period of January 1 through December 31, 2023.
- 9. Award E-Commerce Agreement for Top Valu Liquor To CityHive.**
MOTION: Move to authorize staff to enter into an agreement with CityHive for e-commerce services for Top Valu Liquor.
- 10. Adopt Resolution 2022-108 Establishing Senior Citizens or Retired and Disabled Persons Hardship Special Assessment Deferral.**
MOTION: Move to waive the reading of Resolution No. 2022-108 there being ample copies available to the public.
MOTION: Move to adopt Resolution No. 2022-108 being a resolution establishing a new maximum income of \$45,300 for Senior or Retired and Disabled Persons to be eligible for special assessment deferral.

11. Approve Resolution 2022-117 Supporting a 2022 Active Transportation Infrastructure Program Grant Application.

MOTION: Move to waive the reading of Resolution 2022-117, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2022-117 being a resolution in support of the 2022 MnDOT Active Transportation Infrastructure Program Grant application for construction of a shared use path on 44th Avenue from Main Street to Central Avenue.

12. Approve Change Order No. 1 for Zones 6 & 7 Street Rehabilitation, Project 2202; 47th Avenue Mill & Overlay, Project 2206; and Gould Avenue Street Rehabilitation, Project 2208.

MOTION: Move to approve contract Change Order No. 1 for Zones 6 & 7 Street Rehabilitation, Project 2202; 47th Avenue Mill & Overlay, Project 2206; and Gould Avenue Street Rehabilitation, Project 2208; to Valley Paving in the amount of \$208,743.88 for a new contract amount of \$1,936,976.30.

13. Approve Amendment #1 to the Existing Tower Lease Agreement with Verizon Wireless.

MOTION: Move to approve Amendment #1 to the existing tower lease agreement with Verizon Wireless for the use of designated space at the Municipal Service Building, 637 38th Avenue (rear lot).

14. Compost Cart Services Contract with Haul Star LLC.

MOTION: Move to approve a compost cart service contract with Haul Star LLC of Blaine, MN; and authorize the Mayor and City Manager to enter into a contract for the same.

15. Final Payment for 2021 Water Main Improvements, Project Number 2103.

MOTION: Move to accept the work for 2021 Water Main Improvements, City Project Number 2103, and authorize final payment of \$19,534.23 to Northdale Construction Company, Inc. of Albertville, Minnesota.

16. Final Compensating Change Order and Payment for Central Avenue Sewer Manhole Improvements, City Project 2204.

MOTION: Move to approve the Final Compensating Change Order and accept the work for Central Avenue Sewer Manhole Improvements, City Project 2204, and authorize final payment of \$169,780.09 to Meyer Contracting, Inc. of Maple Grove, MN.

17. Cancel December 27, 2022 City Council Meeting.

MOTION: Move to cancel the December 27, 2022 Regular City Council Meeting.

18. Rental Occupancy Licenses for Approval.

MOTION: Move to approve the items listed for rental housing license applications for December 12, 2022, in that they have met the requirements of the Property Maintenance Code.

19. License Agenda.

MOTION: Move to approve the items as listed on the business license agenda for December 12, 2022 as presented.

20. 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 \$1,821,835.18.

PUBLIC HEARINGS

21. Resolution 2022-118, Adopting a Budget for the Year 2023, Setting the City Levy, Approving the HRA Levy, and Approving a Tax Rate Increase.

MOTION: Move to close the hearing and waive the reading of Resolution 2022-118, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2022-118, being a resolution adopting a budget for the year 2023, setting the city levy, approving the HRA levy, and approving a tax rate increase.

ITEMS FOR CONSIDERATION

Ordinances and Resolutions

22. Consideration of a Rental License Exemption for 4336 6th St NE.

MOTION: Move to waive the reading of Resolution No. 2022-119, there being ample copies available to the public.

MOTION: Move to approve Resolution No. 2022-119, a resolution approving the single-family rental exemption request for the rental application at 4336 6th St NE, Columbia Heights, MN 55421.

Bid Considerations

New Business and Reports

CITY COUNCIL AND ADMINISTRATIVE REPORTS

Report of the City Council

Report of the City Manager

COMMUNITY FORUM

At this time, individuals may address the City Council in a respectful manner. Individuals should address their comments to the City Council as a whole, not individual members. Speakers that are inperson are requested to come to the podium. All speakers need to state their name and connection to Columbia Heights, and limit their comments to five (5) minutes. All speakers are also asked to fill out this information as well as their address on a form for the Council Secretary's record. Those in attendance virtually should send this information in the chat function to the moderator and make sure to turn on their video and audio when they address the Council. The City Council will listen to brief

remarks, 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.



PROCLAMATION

Asia Chow Mein Restaurant Day: December 23, 2022

WHEREAS, The Asia Chow Mein Restaurant is closing its doors after 50 years of being an iconic destination in the City of Columbia Heights for fine Chinese food; the owners, Winnie and Tim Ng, and staff will serve their last meals on December 23, 2022; and

WHEREAS, people from all over this region have patronized the locally-owned and operated restaurant, many celebrating memorable life milestones; a steadfast anchor of the community, Asia Chow Mein Restaurant has employed dozens of family and community members, several of who have worked at the restaurant for more than 22 years; and

WHEREAS, completely unexpected, the pandemic has had a devastating effect on the hospitality industry; Asia Chow Mein, like many, has had a difficult time being open since mid-March 2020; the community has continued to patronize the restaurant, but with food costs and short staffing concerns, Winnie and Tim Ng are closing the restaurant and selling to a new owner; and

WHEREAS, located along Central Ave. NE, state highway 65 in the center of the city's business district, local favorite Asia Chow Mein is solidified in the history of this region for its incomparable reputation as a destination for delicious chow mein and other excellent menu choices; we wish Winnie and Tim Ng, much enjoyment in their future retirement.

NOW THEREFORE, be it resolved that I, Amáda Márquez Simula, Mayor of Columbia Heights, do hereby proclaim December 23, 2022 to be Asia Chow Mein Day, in the City of Columbia Heights, County of Anoka, State of MN, U.S.A.

Amáda Márquez Simula, Mayor
December 12, 2022



PROCLAMATION

Plant Milkweed Month: January 2023

WHEREAS, the monarch butterfly is an iconic North American species whose multigenerational migration and metamorphosis from caterpillar to butterfly has captured the imagination of millions of Americans; and

WHEREAS, more than eighty-five percent of flowering plants on Earth, including wild and cultivated species, require the assistance of animal pollinators to produce seeds; and

WHEREAS, globally pollinators are in decline due to pressures including habitat loss, climate change, and increased use of chemicals; and

WHEREAS, the monarch butterfly is an iconic North American pollinator whose eastern population has been reduced by at least 90 percent since 1996; and

WHEREAS, the United States Department of Agriculture and the U.S. Fish and Wildlife Service has declared the monarch to be a priority species for conservation because healthy monarch habitat benefits a wide variety of other species; and

WHEREAS, individuals and communities play a crucial role in saving the monarch butterfly and other pollinators by planting native host plants, such as milkweed, this winter, because milkweed seeds need to stratify before they germinate. Planting nectar plants and taking other steps to provide healthy habitats in yards, rights-of-way, open spaces, and private property is also necessary to promote Monarch butterflies' health, habitat, and lifecycle.

NOW, THEREFORE, be it resolved that I, Amáda Márquez Simula, Mayor of Columbia Heights, do hereby proclaim the month of January, 2023 to be Plant Milkweed Month in the City of Columbia Heights, County of Anoka, State of Minnesota, U.S.A.

Amáda Márquez Simula, Mayor

December 12, 2022



CITY COUNCIL WORK SESSION
Public Safety Bldg—Training Room, 825 41st Ave NE
Monday, November 07, 2022
6:00 PM

Mayor
Amada Márquez Simula
Councilmembers
John Murzyn, Jr.
Connie Buesgens
Nick Novitsky
Kt Jacobs
City Manager
Kelli Bourgeois

MINUTES

The following are the minutes for the Work Session Meeting of the City Council held at 6:00 pm on Monday, November 7, 2022, in the Public Safety Training Room 825 41st Avenue NE, Columbia Heights, Minnesota.

CALL TO ORDER/ROLL CALL

Mayor Márquez Simula called the meeting to order at 6:00 pm.

Present: Mayor Márquez Simula; Councilmember Buesgens; Councilmember Jacobs; Councilmember Murzyn, Jr; Councilmember Novitsky

Also Present: Lenny Austin, Police Chief; Renee Dougherty, Library Director; Kevin Hansen, Public Works Director; Joe Kloiber, Finance Director; Ben Sandell, Communications Coordinator; Jackie Zillmer, Assistant Finance Director

WORK SESSION ITEMS

1. 2023 Budget Presentations By Division

Library

Library Director Renee Dougherty gave an overview of the 2023 Library Budget. The presentation will be available online on the city website on the Finance page.

Council did not have any questions for Director Dougherty.

Police

Police Chief Austin gave an overview of the 2023 Police Department Budget. The presentation will be available online on the city website on the Finance page. Chief Austin stated that he is hoping by the work session in February that he will have additional information related to the full year of data about the impact of the embedded social worker.

Councilmember Buesgens inquired about how many cities in Minnesota are doing embedded social worker programs. She inquired about how the funds were being distributed from a State and County level and would like to see how in the future how the State Legislature as well as the County addresses this funding source.

Chief Austin stated that in Anoka County many cities are trying to add the embedded social worker program. Blaine and Coon Rapids were sharing one embedded social worker, and

both have now secured their own. Fridley is also trying to get funding for their own as well. He also clarified that the positions are all separate from Anoka County Services.

Public Works

Public Works Director Kevin Hansen gave an overview of the 2023 Public Works Budget. The presentation will be available online on the city website on the Finance page.

Councilmember Buesgens inquired about the master plans for the Public Works building. She asked about a Plan A and a Plan B. She understands that the timeline is very brief to get a building built due to the deterioration of the building.

Director Hansen stated that there are plans for there to be a single level building directly on Madison. The City does own the property that the SACA building is on.

Councilmember Jacobs inquired as to when the SACA lease expires.

City Manager Bourgeois stated that the lease expires in 2029.

Director Hansen gave an update on the Refuse department call volume level. Waste Management is 3 to 5 days behind on garbage and recycling pickup. The excuses vary as to the reasons, and they have had a hard time getting answers from Waste Management. Better Futures has been struggling with yard waste pickup as well due to equipment failure. Haul Star has stepped in to help pickup the slack with these issues.

Related to the refuse contract, there will be increased costs, currently he is analyzing costs with the Finance director. The increases will occur over the next several years and we will be in the red for several years.

Councilmember Murzyn inquired about the cost of specialized pickup in the alley.

Director Hansen stated that there will be no cost deferential between the trash disposal cost and the labor rate between Haul Star and Walters.

Mayor Márquez Simula inquired about customer credits and how we are notifying residents.

Director Hansen stated that we have not been notified by Waste Management when and where the delayed pickups are occurring, and we are finding out from residents. This makes it particularly difficult to credit the accounts, and we try to resolve the issues as we are notified. He is working with the Communications Staff to get information to the residents.

Administration

City Manager Kelli Bourgeois gave an overview of the 2023 Administration Budget. The presentation will be available online on the city website on the Finance page.

Mayor Márquez Simula inquired about funds being allocated for accessibility and if that included subtitles for council meetings.

City Manager Bourgeois confirmed that it did.

Finance Director Review of Next Steps in Budget Process

Director Kloiber stated that the approval of the Budget has been posted for December 12, 2022 City Council Meeting. The County will be sending out the Truth in Taxation notice to property owners in the next two weeks. In some ways it is a condensed version of the budget resolutions. Residents may have concerns about what they receive on this notice. The Council will be asked to adopt the resolution at the December 12, 2022, meeting. Council can make alternate motions or changes to the resolution, but he would like to discuss those changes during the next item.

2. Review of 2023 Budget Changes Since August Proposed Budget Approval

Director Kloiber reviewed the changes that had occurred since August, including some of the administrative updates from the County that are on the Truth in Taxation letter as well as the purchase of fire trucks that were moved from 2023 to 2022, and the expenditure related to refuse contracts. We will not have the refuse rate resolution for the December 12, 2022, meeting. It would be best to get some of the initial invoices from Haul Star and Walters in January and February before setting the rates in the resolution. He would like to be able to know when the 10 to 15% increases will end so there is transparency with the residents.

Mayor Márquez Simula inquired where the funds would be coming from to pay for the remaining balance of the refuse bills for Haul Star and Walters.

Director Kloiber stated that there is surplus fund balance of 2.1 million in the Refuse account. This account will be drawn down due to the costs of the contract, but we will set the increases to stabilize the accounts.

3. Discussion of 2022 Budget Amendment.

Director Kloiber discussed that there will be a budget amendment at the upcoming Council meeting as per previous meeting discussions. The impacts of insurance increases, and compensation study payroll increases have impacted the budget in 2022 and have impacted an end of year catch up of 1 to 2.5% as we head into 2023.

Councilmember Buesgens clarified the reason why LMC was needing to replenish funds related to workers compensation funds.

Director Kloiber discussed the events that drove the increases that related to the losses such as PTSD claims from Police Officer and Covid claims from front line workers.

City Manager Bourgeois stated that she does not expect to see a lot of the claims for PTSD to go down, or for Workers Compensation claims to go down.

Mayor Márquez Simula clarified that this would be a resolution at the meeting on November 14, 2022.

4. Rice Creek Watershed District Nominee Recommendation.

City Manager Bourgeois introduced the item to the Council. She included the details in the packet for the Council's review. She stated that Columbia Heights does not deal with Rice Creek Watershed very often and the Anoka County Board would like the Council to select a member from another community within the County that are more directly impacted geographically by this area specifically. This item would be on the Agenda for Monday, November 14, 2022.

Councilmember Buesgens is in favor of this and is glad we are supporting the community directly impacted.

Mayor Márquez Simula is glad that City Manager Bourgeois included the articles.

5. Discuss Board/Commission Vacancies Created by Censure

City Manager Bourgeois introduced the topic of vacancies and recommended that the Council take no action on the item until the new Council is appointed in January and new appointments are made.

The council agreed this was the best way to handle the vacancies.

Mayor Márquez Simula asked about canceling the December work session or changing the date of the meeting.

City Manager Bourgeois stated that she would be out of town, but she could facilitate having the meeting if needed for the budget or if the Council wanted to have it.

Mayor Márquez Simula stated she would be ok not having a meeting, and council concurred.

Director Kloiber stated that at this time there would not be a need related to the budget to have a budget meeting.

Mayor Márquez Simula confirmed that we would also be canceling the fourth Monday of the month meeting in December as well. She also asked to have the EDA meeting before the Council meeting on 12/12/2022.

City Manager Bourgeois confirmed.

ADJOURNMENT

Mayor Márquez Simula adjourned the meeting at 7:41pm.

Respectfully Submitted,

Sara Ion, City Clerk/Council Secretary



CITY COUNCIL MEETING
City Hall—Council Chambers, 590 40th Ave NE
Monday, November 28, 2022
6:00 PM

Mayor
Amada Márquez Simula
Councilmembers
John Murzyn, Jr.
Connie Buesgens
Nick Novitsky
Kt Jacobs
City Manager
Kelli Bourgeois

MINUTES

The following are the minutes for the Meeting of the City Council held at 6:00 pm on Monday, November 28, 2022, in the City Council Chambers, City Hall, 590 40th Avenue NE, Columbia Heights, Minnesota.

WELCOME/CALL TO ORDER/ROLL CALL

Mayor Márquez Simula called the meeting to order at 6:00 pm.

Present: Mayor Márquez Simula; Councilmember Buesgens; Councilmember Jacobs; Councilmember Murzyn, Jr.; Councilmember Novitsky

Also Present: Lenny Austin, Police Chief; Kelli Bourgeois, City Manager; Aaron Chirpich, Community Development Director; Jim Hoeft, City Attorney; Sara Ion, City Clerk; Charlie Thompson, Fire Chief; Scott Fizek, Property Manager; Steve Forseth, City Resident; Rex Meier, City Resident

MISSION STATEMENT

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PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Motion by Councilmember Jacobs, seconded by Councilmember Buesgens, to approve the Agenda as presented. All Ayes, Motion Carried 5-0.

CONSENT AGENDA

Mayor Márquez Simula requested that Item 4 of the Consent Agenda, "Resolution 2022-113, being a Resolution in Support of Anoka County Joint Law Enforcement Council's Renewal of Legislation for Future Public Safety Projects", be pulled for further discussion.

Motion by Councilmember Novitsky, seconded by Councilmember Murzyn Jr., to approve the Consent Agenda as presented, with Item 4 removed for further discussion. All Ayes, Motion Carried 5-0.

1. Approve November 14, 2022 City Council Meeting Minutes

MOTION: Move to approve the November 14, 2022 City Council meeting minutes.

2. Approve November 16, 2022 Special City Council Meeting Minutes

MOTION: Move to approve the November 16, 2022 Special City Council meeting minutes.

- 3. Resolution 2022-109, Approving Classification of Tax Forfeit Property**
MOTION: Move to waive the reading of Resolution No. 2022-109, there being ample copies available to the public.
MOTION: Move to adopt resolution No. 2022-109, approving the classification and sale of tax forfeit property in the City of Columbia Heights, MN.
- 4. Pulled from the Consent Agenda for further discussion “Resolution 2022-113, being a Resolution in Support of Anoka County Joint Law Enforcement Council’s Renewal of Legislation for Future Public Safety Projects”.**
- 5. Final Compensating Change Order and Payment for 37th Avenue Water Main Rehabilitation, City Project 2203**
MOTION: Move to approve the final compensating change order and accept the work for 37th Avenue Water Main Rehabilitation, City Project 2203, and authorize final payment of \$146,227.94 to Fer-Pal Construction USA LLC.
- 6. Refuse Cart Purchase**
MOTION: Move to approve the purchase of 3,000 carts through the Sourcewell Cooperative Purchasing Contract at a price of \$200,000 with funding from the Refuse Fund 603, and amending the 2023 Refuse Budget in the amount of \$200,000 and, furthermore, to authorize the Mayor and City Manager to enter into a contract for the same.
- 7. Renew Annual Audit Contract with Redpath and Company for 2022 at \$52,500 and for 2023 at \$56,000**
MOTION: Move to renew the annual audit contract with Redpath and Company for 2022 at \$52,500 and for 2023 at \$56,000.
- 8. Rental Occupancy Licenses for Approval**
MOTION: Move to approve the items listed for rental housing license applications for November 28, 2022, in that they have met the requirements of the Property Maintenance Code.
- 9. License Agenda**
MOTION: Move to approve the items as listed on the business license agenda for November 28, 2022 as presented.
- 10. 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 \$1,153,243.25.

ITEM PULLED FROM THE CONSENT AGENDA

- 4. Resolution 2022-113, being a Resolution in Support of Anoka County Joint Law Enforcement Council’s Renewal of Legislation for Future Public Safety Projects**

Police Chief Austin stated that the Anoka County Joint Law Enforcement Council (JLEC) is a group comprised of 26 members of Elected Officials and Chief Law Enforcement Officers from across Anoka County. Mayor Márquez Simula and Chief Austin represent Columbia Heights in this group.

Chief Austin said that this group was formed in 1970 in order to help municipalities within Anoka County. The JLEC works on countywide projects that impact public safety and does so in the spirit of cooperation in an effort to provide cohesion in a cost-effective manner that benefits all municipalities with economy of scale. One important piece of the Anoka County JLEC that was passed years ago was a state statute that authorizes a Public Safety Levy that can be used by the Anoka County Board for public safety projects that the JLEC first approves; this amount cannot exceed eight million dollars. That Public Safety Levy is drawn out separately on tax statements but is part of the County's overall Certified Levy. When that statute was passed by the State of Minnesota (with some discussion), it was set to expire at the end of 2023. At the time of the creation of the statute, all of the Cities and Townships in Anoka County passed resolutions of support for the statute to the State of Minnesota.

Chief Austin explained as that statute is set to expire at the end of 2023, JLEC and at the Anoka County Chiefs Association, they have discussed keeping that statute in place. The statute doesn't dictate how much we levy, rather just authorizes the levy to occur for approved projects. The Public Safety Levy has been used for various large projects in the past with Countywide implications, including 800-megahertz two-way radio implementation and the Anoka County Public Safety Data System (which is our CAD dispatch system, records system, etc.). He added that the Public Safety Data System project started about nine years ago as it was over 15 years since it had been updated and the project came in under budget. He also said that the radio implementation made a huge impact on the department.

Chief Austin stated approval of the item would be in support of the two proposed changes: 1) the amount for the Public Safety Levy would not be included with the levy from the County in the future and 2) the statute would continue to be in place until 2033.

Motion by Councilmember Novitsky, and seconded by Councilmember Murzyn Jr., to waive the reading of Resolution 2022-113, there being ample copies available to the public. All Ayes, Motion Carried 5-0.

Motion by Councilmember Novitsky, and seconded by Councilmember Murzyn Jr., to adopt Resolution 2022-113, being a Resolution in Support of Anoka County Joint Law Enforcement Council's Renewal of Legislation for Future Public Safety Projects. All Ayes, Motion Carried 5-0.

PUBLIC HEARINGS

11. Consideration of Resolution 2022-111, Revocation of the License to Operate Rental Units Within the city of Columbia Heights against the rental property at 1204/1206 Cheery Lane NE for failure to meet the requirements of the Residential Maintenance Codes

Fire Chief Thompson reported that this item is for revocation of the license to operate rental units within the city of Columbia Heights against the rental property at 1204/1206 Cheery Lane NE.

He stated that on July 8, 2022, inspectors for the City, inspected the property described and noted violations. A compliance letter listing the violations was mailed by regular mail to the owner at the address listed on the rental housing license application. On August 15, 2022, September 12, 2022, October 11, 2022, and October 24, 2022, inspectors for the City performed re-inspections and noted that violations remained uncorrected. A Statement of Cause was mailed via regular mail to the owner at the address listed on the rental housing license application. On November 16, 2022, inspectors for the City checked records for this property and noted that the violations remained uncorrected.

Based upon said records of the enforcement office, the following conditions and violations of the City's Property Maintenance Code were found to exist, to-wit:

a. Shall repair/replace displaced storm windows next to 1204 entry door and southwest window. Repairs shall be performed in a workmanlike manner and conform to surrounding areas. b. Shall repair/replace rotted deck boards. c. Shall repair/replace deteriorated (rotted) windowsill in 1204 lower-level southwest corner. d. Shall supply for every openable window and other outside openings required for ventilation, approved tightly fitting screens.

Mayor Márquez Simula opened the public hearing.

No one wished to speak.

Motion by Councilmember Jacobs, seconded by Councilmember Buesgens, to close the public hearing and waive the reading of Resolution 2022-111, there being ample copies available to the public. All Ayes, Motion Carried 5-0.

Motion by Councilmember Jacobs, seconded by Councilmember Novitsky, to adopt Resolution 2022-111, being a Resolution of the City Council of the city of Columbia Heights approving revocation pursuant to City Code, Chapter 5A, Article IV, Section 5A.408(A) of the rental license listed. All Ayes, Motion Carried 5-0.

12. Consideration of Resolution 2022-112, Revocation of the License to Operate Rental Units Within the city of Columbia Heights against the rental property at 4636/4638 Washington Street NE for failure to meet the requirements of the Residential Maintenance Codes

Fire Chief Thompson reported that this item is for the revocation of the license to operate rental units within the city of Columbia Heights against the rental property at 4636/4638 Washington Street NE.

He stated that on July 14, 2020, inspectors for the City, inspected the property described and noted violations. A compliance letter listing the violations was mailed by regular mail to the owner at the address listed on the Rental Housing License Application. On August 22, 2022, September 9, 2022, and October 17, 2022, inspectors for the City performed re-inspections and noted that violations remained uncorrected. He stated that there was a delay in the inspections because the property owner was working with the Assistant Fire Chief on a repair plan. Since it was not repaired, a Statement of Cause was mailed via regular mail to the owner at the address listed on the rental housing license application. On November 14, 2022, inspectors for the City checked records for this property and noted that the violations remained uncorrected.

Based upon said records of the Enforcement Office, the following conditions and violations of the city's Property Maintenance Code were found to exist, to-wit:

a. Shall repair/replace deteriorated rear driveway concrete

Councilmember Jacobs asked about if the property owner had two years to make repairs. Chief Thompson stated that is correct and due to the coming cold weather, the property owner would typically enter into some sort of agreement with the City about the repair, but that has not taken place.

Councilmember Jacobs asked if the tenants were informed about the public hearing. Chief Thompson stated that is correct.

Mayor Márquez Simula opened the public hearing.

Property Manager Fizek stated that he has managed the property for the last year or two. He stated that on September 9, 2022, the property was inspected and there were several items that were repaired by that inspection. Fizek said that the owner had previously made repairs to the driveway in 2020, and then asked for an extension in 2022 which was not granted, so he then had repairs made in October 2022. However, the workmanship was not done to the City's standard because when the product was put down when it was too cold. He said that it would be a shame to put two tenants out due an issue with the concrete driveway when all the interior repairs were made.

Councilmember Buesgens asked who did the work for the concrete pad for the parking in the back. Fizek said that it was owner's team, not a professional contractor.

Councilmember Buesgens further stated that they have had two years to make the repairs and if they don't have the funds to take care of the property that they should get out of the business.

Fizek stated again that it is a shame to put tenants out due to an exterior issue.

Councilmember Novitsky stated that the City gave plenty of time for the repairs to be made.

Motion by Councilmember Buesgens, seconded by Councilmember Murzyn Jr., to close the public hearing and waive the reading of Resolution 2022-112, there being ample copies available to the public. All Ayes, Motion Carried 5-0.

Motion by Councilmember Buesgens, seconded by Councilmember Jacobs, to adopt Resolution 2022-112, being a Resolution of the City Council of the city of Columbia Heights approving revocation pursuant to City Code, Chapter 5A, Article IV, Section 5A.408(A) of the rental license listed. All Ayes, Motion Carried 5-0.

ITEMS FOR CONSIDERATION

13. Approval Consideration for the Issuance of Series B Multifamily Housing Revenue Bonds (Reuter Walton Project)

Director Chirpich reported that the City has received a request from Reuter Walton Development to issue additional tax-exempt bonds on their behalf to support the construction of their 62-unit affordable housing development that is currently under construction on the vacant City owned development site just north of the Public Safety building.

Chirpich stated that on June 22, 2021, the City Council approved Resolution 2021-53, a resolution which authorized the preparation and submission of a Housing Program to the Metropolitan Council and granted the preliminary issuance of multi-family housing revenue bonds (tax-exempt bonds) to finance the Reuter Walton affordable housing project in an amount not to exceed \$11,000,000. Thus, the City submitted the Housing Program to the Metropolitan Council and submitted an allocation application to the Minnesota Department of Management and Budget (MMB) requesting the tax-exempt bonds.

Chirpich further stated that on January 11, 2022, the MMB notified the City that the Reuter Walton project was allocated tax-exempt bonds in the amount of \$9,886,000, and the City closed on the sale and completed the issuance of the initial series 2022A bonds on June 28, 2022. Subsequent to this allocation, Reuter Walton requested that the City submit a second application for an additional allocation to MMB in the amount of \$560,000. The second allocation request was approved by MMB on July 5, 2022, bringing the total allocation for the project to \$10,426,000. Because the original authorizing resolution, and Housing Program approved by the City in 2021 had a limit of \$11,000,000, the second bond allocation can be authorized under the authority of the initial approval. This means that rather than repeat the entire bond authorization process, the City can amend the original bond closing and sales agreements to include the second allocation. To this end, the City's public finance counsel at Kennedy and Graven have prepared the amended and restated loan agreement, indenture, regulatory agreement, and purchase agreement to reflect the proposed second allocation.

Chirpich noted that bonds of this type are not an obligation of the City or its taxpayers, rather an obligation of the developer. Only project revenues of the developer, in this case, rent collected after completion of the project would be pledged for repayment of the

bonds. While the City must approve issuance of the bonds and all bond documents, the transaction is largely handled by the private borrower and the underwriter that serves as the initial purchaser of the bonds.

Chirpich said that City has previously issued tax-exempt bonds for other various developments, such as the Sullivan Shores townhomes, Crestview senior care facilities, the Legends of Columbia Heights, and Grand Central Flats. With the issuance of tax-exempt bonds, the City has required that the developer reimburse the City for all costs associated with the issuance of the bonds, as well as pay an issuance fee in the amount of 1% of the principal amount issued for the tax-exempt bonds. In the case of the second request by Reuter Walton, the City would realize an issuance fee in the amount of \$5,600.

Staff recommended approval of Resolution 2022-110, a resolution which formally approves the issuance and delivery of the series 2022B housing revenue bonds.

Motion by Councilmember Buesgens, seconded by Councilmember Novitsky, to waive the reading of Resolution 2022-110, there being ample copies available to the public. All Ayes, Motion Carried 5-0.

Motion by Councilmember Buesgens, seconded by Councilmember Jacobs, to approve Resolution 2022-110, a resolution authorizing the issuance, sale, and delivery of multifamily housing revenue bonds (42nd and Central Apartments Project), series 2022B to provide additional financing for the costs of a multifamily housing development; approving the forms of and authorizing the execution and delivery of the series 2022B bonds and related documents; providing for the security, rights, and remedies with respect to the series 2022B bonds; and taking certain other actions. All Ayes, Motion Carried 5-0.

CITY COUNCIL AND ADMINISTRATIVE REPORTS

Report of the City Council

Councilmember Jacobs stated that she continues to attend the Citizen Justice Academy; attended the special session for the canvassing of the 2022 election; attended the last Council meeting virtually; and previously attended the “Trunk-or-Treat” event, and the appreciation lunch at the Public Safety Building. She thanked Director Hansen and Staff for the additional “wrong way” signs on Monroe and said she hoped that the neighborhood and drivers are safer. Jacobs congratulated the Mayor and the newly elected Councilmembers and stated she looks forward to 2023 with the new Council; she had nine residents reach outs.

Councilmember Buesgens said that she attended the Ratio open house; attended the Metro F Line Draft Corridor Plan Virtual Open House, where they are looking for input for bus stop locations; she added that the Bus Rapid Transit Route (BRT) for Central Avenue will start in 2025 and finish in 2026. She attended the Metro Council annual meeting and attended the Citizen Justice Academy.

Mayor Márquez Simula stated she had a nice holiday break; attended the Ratio open house and made a TikTok video which has had hundreds of views; met the new restaurant owner for the café going in

next to City Hall; attended the Citizen Justice Academy; attended the Youth Commission meeting; and she spoke at a LatinX event at the University of Minnesota with CLUES.

Report of the City Manager

Manager Bourgeois said that at the last community forum, there was a gentleman that mentioned the sidewalk at the Ratio Apartments. She followed up on the item and noted that sidewalk is on private property, it is a code compliant sidewalk, and there is no enforcement action for the City to take. She stated that the Holiday Train is back, scheduled for December 13, 2022, at 8:00 pm at Lions Park. She said that the 2023 City calendars will be finished soon; they can be preordered at www.columbiaheightsmn.gov/photos and are ten dollars.

COMMUNITY FORUM

Mayor Márquez Simula opened the community forum.

Steve Forseth, City resident, thanked the Council for their reports and stated that their attendance at events is an honor as a Councilmember and that they are representing the City at these events. He made comments in regard to Councilmember Jacobs still representing the City at events when the results of the investigation indicated that she did not act ethically. He commented further on how she has not resigned and asked what actions she is taking to show she is not racist. Forseth asked for Councilmember Jacobs' resignation.

Rex Meier, City resident, spoke regarding Forseth's comments and stated that if people took the time to analyze the facts of what took place, that no one really knows the details, and the comments that were made tonight were borderline McCarthyism. He said that he doesn't think that racism doesn't exist but using racial injustice for personal gain is just as wrong as the injustice itself; everyone deserves the benefit of a doubt.

ADJOURNMENT

Motion by Murzyn Jr., seconded by Councilmember Jacobs, to adjourn. All Ayes, Motion Carried 5-0.

Meeting adjourned at 6:45 pm.

Respectfully Submitted,

Sara Ion, City Clerk/Council Secretary



SPECIAL CITY COUNCIL MEETING - SPECIAL ASSESSMENT HEARING

City Hall—Council Chambers, 590 40th Ave NE

Tuesday, October 04, 2022

5:30 PM

Mayor

Amada Márquez Simula

Councilmembers

John Murzyn, Jr.

Connie Buesgens

Nick Novitsky

Kt Jacobs

City Manager

Kelli Bourgeois

MINUTES

The following are the minutes for the Special Meeting of the City Council held at 5:30 pm on Tuesday, October 4, 2022, in the City Council Chambers, City Hall, 590 40th Avenue NE, Columbia Heights, Minnesota.

CALL TO ORDER/ROLL CALL

Mayor Márquez Simula called the meeting to order at 5:30 pm.

Present: Mayor Márquez Simula; Councilmember Buesgens; Councilmember Jacobs; Council Member Murzyn, Jr.; Councilmember Novitsky.

Also Present: Kevin Hansen, Public Works Director; Sara Ion, City Clerk/Council Secretary; Barb Thomas, Assessing Clerk; Sulmaan Kahn, Assistant City Engineer; Jackie Zillmer, Assistant Finance Director; Jody Long, Resident; David DeGennaro, Resident; Nancy Kendall, Resident; Joanna Stark, Resident; David Glass, Resident; Sheal Sani, Resident.

PUBLIC HEARINGS

1. Staff Report Regarding 2022 Street Rehabilitation Program.

Public Works Director Kevin Hansen gave an overview of City Project 2022, and assessment information. He then advised Council that the assessment interest rate can be amended to 4.5% at the time Resolution 2022-89 is approved.

2. Special Assessment – Zones 6 and 7 Street Rehabilitation Program.

Mayor Márquez Simula opened the public hearing.

Resident David DeGennaro requested to address the Council via Zoom. He asked about paying in full vs. having the option of paying overtime with interest with property taxes over ten years.

Director Hansen clarified that the principal amount would be paid over ten years with declining principle with property taxes. It can be paid off at any given time via Anoka County.

Resident Nancy Kendall asked if everyone is paying the same amount at 42nd and Madison why Governor Walz cannot help with paying for these assessments.

Director Hansen pulled up the area on the screen for Ms. Kendall to see and explained the difference between a street and avenue assessment. The Governor cannot assist with funding for projects that have already been started related to local streets. Most of the State and Federal funding is for higher volume trunk highways.

Resident Joanna Stark asked how Rental Properties are assessed. She is concerned about plows damaging mill and overlay.

Director Hansen stated that the rates are calculated differently for single family properties, and the city does subsidize the assessments. For nonresidential properties there is no subsidy because they are generating more traffic.

Director Hansen stated that it was likely that there was a sealcoat failure on the street not an issue with the mill and overlay. We are moving towards a new product that improves the life of the pavement.

Jody Long requested to ask how often this is done, and why is interest added so soon.

Director Hansen stated that the street should last 20-25 years before needing a new overlay. We are trying to get 60 -80 years life from a street before it needs to be completely replaced.

Motion by Councilmember Buesgens, seconded by Councilmember Murzyn to close the public hearing of the 2022 Street Rehabilitation Zones 6 and 7, City Project 2202. All Ayes: Motion Carried 5-0.

Motion by Councilmember Buesgens, seconded by Councilmember Novitsky to waive the reading of Resolution 2022-89, there being ample copies available for the public. All Ayes: Motion Carried 5-0.

Motion by Councilmember Buesgens, seconded by Councilmember Jacobs to adopt Resolution 2022-89 being a resolution levying and adopting the assessment at a rate of 4.5% for 2022 Street Rehabilitation, Partial Street Reconstruction and Mill and Overlay, City Project 2202. All Ayes: Motion Carried 5-0.

ADJOURNMENT

Motion by Councilmember Murzyn, seconded by Buesgens, to adjourn the meeting. All Ayes, Motion Carried 5-0.

Meeting adjourned at 5:59 pm.

Respectfully Submitted,

Sara Ion, City Clerk/Council Secretary



SPECIAL CITY COUNCIL MEETING - SPECIAL ASSESSMENT HEARING

City Hall—Council Chambers, 590 40th Ave NE

Tuesday, October 04, 2022

5:45 PM

Mayor

Amada Márquez Simula

Councilmembers

John Murzyn, Jr.

Connie Buesgens

Nick Novitsky

Kt Jacobs

City Manager

Kelli Bourgeois

MINUTES

The following are the minutes for the Special Meeting of the City Council held at 5:45 pm on Tuesday, October 4, 2022, in the City Council Chambers, City Hall, 590 40th Avenue NE, Columbia Heights, Minnesota.

CALL TO ORDER/ROLL CALL

Mayor Márquez Simula called the meeting to order at 6:01 pm.

Present: Mayor Márquez Simula; Councilmember Buesgens; Councilmember Jacobs; Council Member Murzyn, Jr.; Councilmember Novitsky.

Also Present: Kevin Hansen, Public Works Director; Sara Ion, City Clerk/Council Secretary; Barb Thomas, Assessing Clerk; Sulmaan Kahn, Assistant City Engineer; Jackie Zillmer, Assistant Finance Director; Jody Long, Resident; David DeGennaro, Resident; Nancy Kendall, Resident; Joanna Stark, Resident; David Glass, Resident; Sheal Sani, Resident.

PUBLIC HEARINGS

1. Staff Report Regarding 2022 State Aid Street Rehabilitation Program.

Public Works Director Kevin Hansen gave an overview of City Project 2022, and assessment information. He then advised Council that the assessment interest rate can be amended to 4.5% at the time Resolution 2022-88 is approved.

2. Special Assessment – 47th Avenue Mill and Overlay.

Mayor Márquez Simula opened the public hearing,

Resident Sheal Sani asked for an explanation for the cost differential for the cost of the avenue vs. street at Polk and 47th. She feels when they first purchased their home there was street repair in the area.

Director Hansen stated the difference between how the street and avenue properties are assessed on a north to south basis when repairs are made.

Resident Joanna Stark asked about how much the apartments in the area are apaying for the work on 47th.

Director Hansen stated that the apartments are generally paying \$4,100 vs approximately \$900 for other single family properties.

Motion by Councilmember Murzyn, seconded by Councilmember Novitsky to close the public hearing of the 2022 Mill and Overlay Improvement, City Project 2206. All Ayes: Motion Carried 5-0.

Motion by Councilmember Murzyn, seconded by Councilmember Buesgens to waive the reading of Resolution 2022-88, there being ample copies available for the public. All Ayes: Motion Carried 5-0.

Motion by Councilmember Murzyn, seconded by Councilmember Novitsky to adopt Resolution 2022-88 being a resolution levying and adopting the assessment at an interest rate of 4.5% for 2022 State Aid Street Rehabilitation, City Project 2206.

ADJOURNMENT

Motion by Councilmember Novitsky, seconded by Murzyn, to adjourn the meeting. All Ayes, Motion Carried 5-0.

Meeting adjourned at 6:17 pm.

Respectfully Submitted,

Sara Ion, City Clerk/Council Secretary



SPECIAL CITY COUNCIL MEETING - SPECIAL ASSESSMENT HEARING

City Hall—Council Chambers, 590 40th Ave NE

Tuesday, October 04, 2022

6:00 PM

Mayor

Amada Márquez Simula

Councilmembers

John Murzyn, Jr.

Connie Buesgens

Nick Novitsky

Kt Jacobs

City Manager

Kelli Bourgeois

MINUTES

The following are the minutes for the Special Meeting of the City Council held at 6:00pm on Tuesday, October 4, 2022, in the City Council Chambers, City Hall, 590 40th Avenue NE, Columbia Heights, Minnesota.

CALL TO ORDER/ROLL CALL

Mayor Márquez Simula called the meeting to order at 6:18 pm.

Present: Mayor Márquez Simula; Councilmember Buesgens; Councilmember Jacobs; Council Member Murzyn, Jr.; Councilmember Novitsky.

Also Present: Kevin Hansen, Public Works Director; Sara Ion, City Clerk/Council Secretary; Barb Thomas, Assessing Clerk; Sulmaan Kahn, Assistant City Engineer; Jackie Zillmer, Assistant Finance Director; Jody Long, Resident; David DeGennaro, Resident; Nancy Kendall, Resident; Joanna Stark, Resident; David Glass, Resident; Sheal Sani, Resident.

PUBLIC HEARINGS

1. Staff Report Regarding 2021 Street Rehabilitation Program.

Public Works Public Director Kevin Hansen gave an overview of City Project 2021, and assessment information that was carried over from 2021. He then advised Council that the assessment interest rate can be amended to 3.0% at the time Resolution 2022-92 is approved.

2. Special Assessment – 4th Street, 52nd to 53rd Avenues.

Motion by Councilmember Novitsky, seconded by Councilmember Murzyn to close the public hearing of the 2021 Zone 4B Street Rehabilitation Improvement, City Project 2002. All Ayes: Motion Carried 5-0.

Motion by Councilmember Novitsky, seconded by Councilmember Murzyn to waive the reading of Resolution 2022-92, there being ample copies available for the public. All Ayes: Motion Carried 5-0.

Motion by Councilmember Novitsky, seconded by Councilmember Murzyn to adopt Resolution 2022-92 being a resolution levying and adopting the assessment at an interest rate of 3.0% for 2021 Zone 4B Street Rehabilitation on 4th Street, 52nd to 53rd Avenues, City Project 2002. All Ayes: Motion Carried 5-0.

ADJOURNMENT

Motion by Councilmember Murzyn, seconded by Buesgens, to adjourn the meeting. All Ayes, Motion Carried 5-0.

Meeting adjourned at 6:22pm.

Respectfully Submitted,

Sara Ion, City Clerk/Council Secretary



SPECIAL CITY COUNCIL MEETING - SPECIAL ASSESSMENT HEARING

City Hall—Council Chambers, 590 40th Ave NE

Tuesday, October 04, 2022

6:15 PM

Mayor

Amada Márquez Simula

Councilmembers

John Murzyn, Jr.

Connie Buesgens

Nick Novitsky

Kt Jacobs

City Manager

Kelli Bourgeois

MINUTES

The following are the minutes for the Special Meeting of the City Council held at 6:15 pm on Tuesday, October 4, 2022, in the City Council Chambers, City Hall, 590 40th Avenue NE, Columbia Heights, Minnesota.

CALL TO ORDER/ROLL CALL

Mayor Márquez Simula called the meeting to order at 6:23 pm.

Present: Mayor Márquez Simula; Councilmember Buesgens; Councilmember Jacobs; Council Member Murzyn, Jr.; Councilmember Novitsky.

Also Present: Kevin Hansen, Public Works Director; Sara Ion, City Clerk/Council Secretary; Barb Thomas, Assessing Clerk; Sulmaan Kahn, Assistant City Engineer; Jackie Zillmer, Assistant Finance Director; Jody Long, Resident; David DeGennaro, Resident; Nancy Kendall, Resident; Joanna Stark, Resident; David Glass, Resident; Sheal Sani, Resident.

PUBLIC HEARINGS

1. **Adopt an Assessment Roll and Levy a Special Assessment for Delinquent Accounts Resolution 2022-90 and 2022-91.**

Assistant Finance Director Jackie Zillmer gave an overview of the Assessment Roll and Levy a Special Assessment for Delinquent Accounts Resolution 2022-90 and 2022-91.

Councilmember Jacobs inquired about an LLC that had an account with over 15 charges in excess of \$20,000.

Assistant Director Zillmer stated that this would need to be paid in a year.

Mayor Márquez Simula inquired about what a stop box was.

Councilmember Murzyn Jr. explained that it was a main shut off and gave additional detail.

Councilmember inquired about the interest rate that needs to be incorporated.

Assistant Director Zillmer stated the interest rate will be 4.5%, she also clarified that over 25% of the assessment roll will be paid before interest is assessed.

Motion by Councilmember Novitsky, seconded by Councilmember Murzyn close the hearing

and waive the reading of Resolution 2022-90, there being ample copies available to the public. *All Ayes: Motion Carried 5-0.*

Motion by Councilmember Novitsky, seconded by Councilmember Murzyn to adopt Resolution 2022-90, being a resolution to adopt an assessment roll and levy a special assessment with a one-year term for certain delinquent accounts at an interest rate of 4.5%. All Ayes: Motion Carried 5-0.

Motion by Councilmember Murzyn, seconded by Councilmember Buesgens to close the hearing and waive the reading of Resolution 2022-91, there being ample copies available to the public. All Ayes: Motion Carried 5-0.

Motion by Councilmember Murzyn, seconded by Councilmember Novitsky to adopt Resolution 2022-91, being a resolution to adopt an assessment roll and levy a special assessment with a ten-year term for certain delinquent accounts at an interest rate of 4.5%. All Ayes: Motion Carried 5-0.

ADJOURNMENT

Motion by Councilmember Murzyn, seconded by Buesgens, to adjourn the meeting. All Ayes, Motion Carried 5-0.

Meeting adjourned at 6:29 pm.

Respectfully Submitted,

Sara Ion, City Clerk/Council Secretary



COLUMBIA HEIGHTS PUBLIC LIBRARY

3939 Central Ave NE, Columbia Heights, MN 55421

BOARD OF TRUSTEES: MEETING MINUTES

Wednesday, November 2nd, 2022

Approved
12/7/2022

Item 4.

ATTENDANCE INFORMATION FOR THE PUBLIC

Members of the public who wished to attend could do so in-person, by calling 1-312-626-6799 and entering **meeting ID 862 5221 5747** and **passcode 039390**, or by Zoom at <https://us02web.zoom.us/j/86252215747> at the scheduled meeting time. For questions, please call the library at 763-706-3690.

The meeting was called to order in the Library Community Room by Teresa Eisenbise at 5:36pm.

Members physically present: Teresa Eisenbise; Chris Polley; Gerri Moeller; Nick Novitsky (Council Liaison). **Members remotely present:** Carrie Mesrobian. **Members absent:** Rachelle Waldon. **Also present:** Renee Dougherty (Library Director); Nick Olberding (Recording Secretary). **Public physically/remotely present:** N/A.

1. The **Minutes of the October 5, 2022**, Board Meeting were **moved and unanimously approved**.
2. **Review Operating Budget:** 83% into the year and 82% of the budget encumbered.
 - a. **HVAC Issues:** Repairs to the HVAC system were costly this year, including replacing a pump (with another awaiting repair), and HEPA filter replacements (which required building and installing a custom mounting system for an alternative, less expensive filter style).
 - b. **E-Books (42183):** CHPL contracts with Anoka County Library for access to eBooks; ACL then bills for access based on patron usage patterns and actual collection expenditures from the previous year. Currently Columbia Heights accounts for approximately 4.14% of overall eBook usage. ACL will continue to expand the eBook collection over time.
 - c. **Vehicle Repair (42280):** Maintenance and oil for the building's back-up generator.
 - d. **Minor Equipment (42010):** Event Canopy/Table Cover, and other small miscellaneous items.
 - e. **Training/Education (43105):** used for training and professional development courses or conferences.

Community Forum: Opportunity for public input; **no correspondence, and no public in attendance at this meeting**.

Old Business:

3. **Draft PowerPoint Presentation for Promoting Library Services:** The Board reviewed the draft presentation based on one used for library tours with Adult Basic Education students and provided feedback on alterations and additions. The Board will use the slideshow for presentations to community groups. They want it to promote all available resources and include details on Library membership and services (especially ones that are not well-known.)
 - a. Customizable "Title Slide" for the presenter to tailor to their own use and to specific audiences.
 - b. Clarify difference between Columbia Heights and Anoka County Libraries; how to use MNLink to find items unavailable within the Anoka County Library collection; details on library cards and membership.
 - c. More information on free E-Resources such as: **Kanopy** video Streaming, **Libby** (e-books, audiobooks, & magazines), **E-Books MN**, **Pebble GO** (K-5 interactive learning), **Homework HelpNow** (online 1-on-1 tutoring), **Learning Express** (for study/practice testing), **Encyclopedia Britannica**, **BookFLIX** (video storybooks), **HealthSource** (medical reference), **Newsbank** (Minnesota digital newspaper archive), **AllData** (vehicle repair), **Ancestry.com** (genealogical research), **Transparent Language** (language learning), **CreativeBug** (crafting tutorials), **LinkedIn Learning** (video tutorials), **MN Reflections** (historical archive), **SAMS** (electronics schematics), **ValueLine** (investment research), and more!
 - d. **Special Collections:** BingeBoxes, Book-Club-In-A-Bag, Videogames, Board/Table Games, Bakeware/Cookware, Park Pack Nature Kits, Discovery Kits (microscopes, telescopes, pickleball, snowshoes, podcasting, metal detecting, video production, yoga, D&D, musical instruments, arts & crafts, birdwatching, geology, etc.), American Indian Collection, Memory Maker Kits (for Alzheimer's/dementia)

patients and caregivers), Mobile Wi-Fi Hotspots, books in world languages, DNR State Park Passes more.

- e. Updated information on Fine-Free (CHPL only) and Auto-Renewal (ACL & CHPL).
 - f. More details on Room Reservations, City Public Wi-Fi access, Public PCs, and Wireless Printing (including the Mobile App and online printing portal).
 - g. Programming: examples of events geared for youth, adults, job seekers, families, etc.
 - h. Volunteer opportunities for teens and adults.
4. **Auto-Renewal Implementation Report:** Auto-renewal began November 1, 2022. Eligible items (those with no waiting list, available renewals, non-ILL, and the patron below fine threshold) will renew 3 days prior to their due dates. Items not eligible include e-books, DNR Park Passes, bike locks, and Inter-Library Loans (ILL). Patrons can elect to receive a courtesy notice via e-mail/text. Approximately 2,000 items auto renewed on the first day of implementation.
5. **Memorandum of Understanding with Columbia Heights Public Schools:** The MOU is signed; staff are waiting on a count of cards needed for Columbia Academy for the 2022-2023 school year. These digital cards provide students access to all available e-resources including eBooks, research databases, homework help; eCards cannot be used to borrow physical materials.

New Business:

6. **Gift of Public Art from the Library Foundation:** The Board was provided with background on the artist and the artwork, then were asked where they would like to see it displayed in the library. The consensus was within the inverted-V shaped beams at the north end of the building in the youth area. The Board was very thankful to the Foundation and would like a formal “thank you” issued.
7. **Resolution of Fraud/Theft Case:** In August, our collection agency inquired about the accuracy of a high-balance account which alerted staff to multiple instances involving expensive books borrowed from CHPL and multiple ACL locations but not returned. An individual with similar behavior in 2018 began applying for library cards online using numerous addresses, then using those cards to borrow items. The Anoka County Library Director consulted with the Anoka County Sheriff, using video evidence from multiple locations. The Sheriff’s office identified the individual, determined a current residence, executed a search warrant, and recovered 28 books. The case has been referred to the Anoka County Attorney for prosecution.
8. **Director’s Update:** Operational reports, general updates, event reminders, and items from the floor.
- a. September Operational Report
 - b. The Board expressed regret that Library staff has had to deal with multiple drunk and/or disorderly patrons verbally harassing them, which also required police calls. The Board is very appreciative of the staff for enduring this and being patient with the public and are concerned with staff mental health.
 - c. **Library Programs:**
 - i. Doug Ohman’s next *Minnesota from the Road* presentation is November 5th @ 11am.
 - ii. The 2022 Tiny Art Show is on exhibit in the Library Display Case now till the end of December.
 - iii. We received a glowing compliment of Eliza’s “Tinker Time” after-school program from a patron who regularly brings her grandchildren. She was enthusiastic about how engaging they are, and how eager the kids are to try something new each week (metalworking, slime-making, dioramas, book art, etc.).

There being no further business, a motion to adjourn was made and seconded at 6:31 pm and the **meeting was adjourned.**

Respectfully submitted,



Nicholas P. Olberding
Recording Secretary, CHPL Board of Trustees



CHARTER COMMISSION

Public Safety Building—Training Room, 825 41st Ave NE

Thursday, July 21, 2022

7:00 PM

AMENDED MINUTES

CALL TO ORDER

Charter Commission President Steve Smith called the July 21, 2022, meeting to order at 7:00 pm.

Members present: Ramona Anderson, Kathy Ahlers, Larry Betzold, Tyler Eubank, Ben Harris, Cliff Johnson, Carolyn Laine, Frost Simula, Gregory Sloat, Steve Smith, Susan Wiseman, Nick Zeimet.

Members absent: Matt Abel and Bill Hugo

ROLL CALL/STATUS OF MEMBERSHIP

1. Current Opening on Charter Commission as Commissioner Schluender Did Not Reapply, Application Sought Through 7/31/22.

Clerk Ion noted that Commissioner Schluender did not reapply for his seat, and his position has been posted with applications being accepted through the end of July.

Commissioner Simula requested follow-up information on the process of accepting applications. He asked the following questions:

1. How does the public know how many Charter Commission seats are currently open? Clerk Ion stated there was one seat open and it was noted on the web site, and applications have been requested on the web site, social media, and at the Arts and Info fair.
2. How does the public know how many applications for open seats have been received? Clerk Ion clarified that this information is not shared with the public.
3. When an application is submitted to the city, what is the process for sending it to a judge for review and appointment? Clerk Ion stated that the next business days following the close of the application period the applications received are sent to the Judge and the City Attorney and Charter President are CC'd.
4. When an application for a Charter Commissioner is submitted to the city, how long is that application valid? Clerk Ion stated that they are valid for the opening, and not indefinitely.
5. When an application has been submitted to the city, how long does it take to reach the judge? Clerk Ion stated they are sent the following business days after the application period closes.
6. What receipt does an applicant get to ensure that their application has in fact reached the judge? The applicant receives confirmation from the clerk that their application is received.
5. When should an applicant expect to hear from a judge if an appointment is made? Clerk Ion stated that the appointment process is usually timely. Commissioner Laine stated that the time period is prescribed in State Statute.
6. What notices does an applicant receive if their application is rejected? Clerk Ion stated that the Judge or Clerk of Court follows up with the applicant if they are appointed or rejected.

7. How many times can an applicant apply for ongoing Charter Commission openings? Clerk Ion stated that an applicant can apply as many times as they would like.
8. How can an applicant withdraw an application? Clerk Ion stated that an applicant can reach out to the Clerk to withdraw.
9. What diversity, equity, and inclusion policies are exercised when the city accepts applications? Clerk Ion stated that this is not a process that the City controls.

Commissioner Anderson questioned why Commissioner Simula was inquiring about all these items.

Commissioner Simula stated that he had previous applicants reach out to him and stated that no one had followed up with him to let them know that they were not appointed to the commission. He wanted additional follow up information about the process.

Commissioner Laine stated that maybe at a later meeting they could discuss some follow up items for how the information is posted by the City.

APPROVAL OF AGENDA

Commissioner Laine stated that she would like to amend the meeting minutes prior to approval of the agenda and approval of the meeting minutes.

Clerk Ion stated that she had printed out Commissioner Laine's email related to this concern and a full copy of the agenda packet for everyone's review.

APPROVAL OF MINUTES

2. Approval of April 21, 2022 Meeting Minutes.

Commissioner Laine made a motion to approve the amended minutes, Commissioner Wiseman seconded the motion. The motion was called for a roll call vote.

*The motion passed 10 to 2: Commissioner Ahler, Betzold, Eubank, Harris, Johnson, Laine, Simula, Smith, Wiseman and Zeimet voted aye. Anderson and Sloat voted nay. Abel and Hugo absent.**

OLD BUSINESS

3. City Council Vacancies (Chapter 2 Section 9).

Commissioner Laine stated that she wanted to reintroduce the amendment to the body for its second reading. She stated that this motion is to simply shorten the time frame for appointment.

She reviewed the process laid out in the amendment and highlighted that the mayor will have the ability to break the tie. She feels that we would be negligent if the commission did not provide for the mayor to break the tie. Many statutory cities provide for the mayor to break a deadlock. She stated that we need to write laws that work.

Commissioner Johnson inquired about the 15-day period, and if this was in sync with the Council schedule.

Council Liaison Jacobs was asked to give input on a timeline, related to when council meetings fall and when a work session could be held. It was indicated that special meetings could be held to accommodate the timeline.

Commissioner Simula called a point of order stating that the Council Liaison should not be involved in the discussion.

Commissioner Laine stated that information was requested from Councilmember Jacobs.

Commissioner Smith stated that he was concerned that the commission may be trying to detail the issue to death and there is enough detail and information to move forward.

Commissioner Johnson stated that he is concerned about giving the mayor the tie breaking opportunity and that we should give the council as much time as needed to make the appointment before that occurs.

Commissioner Wiseman made a point of order that a motion is needed to continue discussion related to the concern Commissioner Johnson raised.

Commissioner Smith asked for a motion to be made. He asked that either a motion is made to further discuss Commissioner Johnson's concern or there is a motion made to proceed with Commissioner Laine's amendment.

Commissioner Simula made a motion to approve the amendment as written by Commissioner Laine, seconded by Wiseman. Motion carried, all ayes with Abel and Hugo absent.

NEW BUSINESS

Clerk Ion stated that there was no new business at this time.

ADJOURNMENT

Charter Commission President Smith adjourned the meeting at 7:41pm.

Respectfully Submitted



Sara Ion, City Clerk/Recording Secretary

****Minutes were amended on 10/21/2022. Commissioner Laine made a motion to approve the amended meeting minutes at Page 2, removing the first 3 paragraphs in Section 2. Commissioner Wiseman seconded. Motion passed unanimously.***

AGENDA SECTION	CONSENT AGENDA
MEETING DATE	DECEMBER 12, 2022

ITEM:	Adopt Resolution 2022-114 Establishing Precinct and Polling Locations for 2023 Election Year.										
DEPARTMENT: Administration		BY/DATE: Sara Ion, December 2, 2022									
<p>CITY STRATEGY: <i>(please indicate areas that apply by adding a bold "X" in front of the selected text below)</i></p> <table border="0"> <tr> <td><input type="checkbox"/> Safe Community</td> <td><input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel</td> </tr> <tr> <td><input type="checkbox"/> Economic Strength</td> <td><input type="checkbox"/> Excellent Housing/Neighborhoods</td> </tr> <tr> <td><input type="checkbox"/> Equity and Affordability</td> <td><input checked="" type="checkbox"/> Strong Infrastructure/Public Services</td> </tr> <tr> <td><input type="checkbox"/> Opportunities for Play and Learning</td> <td><input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population</td> </tr> </table>				<input type="checkbox"/> Safe Community	<input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel	<input type="checkbox"/> Economic Strength	<input type="checkbox"/> Excellent Housing/Neighborhoods	<input type="checkbox"/> Equity and Affordability	<input checked="" type="checkbox"/> Strong Infrastructure/Public Services	<input type="checkbox"/> Opportunities for Play and Learning	<input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population
<input type="checkbox"/> Safe Community	<input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel										
<input type="checkbox"/> Economic Strength	<input type="checkbox"/> Excellent Housing/Neighborhoods										
<input type="checkbox"/> Equity and Affordability	<input checked="" type="checkbox"/> Strong Infrastructure/Public Services										
<input type="checkbox"/> Opportunities for Play and Learning	<input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population										

BACKGROUND:

Minnesota Statute 204B.16, Subdivision 1 requires the governing body of each municipality to designate by ordinance or resolution each year no later than December 31st, polling places for each election precinct.

RECOMMENDED MOTION(S):
<p>MOTION: Move to waive the reading of Resolution 2022-114 there being ample copies available to the public.</p> <p>MOTION: Move to adopt Resolution 2022-114, establishing Precinct and Polling Locations for the 2022 Election Year</p>

ATTACHMENT:

Resolution 2022-114

RESOLUTION # 2022-114

Resolution of the City Council for the City of Columbia Heights, Minnesota, establishing precinct and polling locations for the 2023 Election Year.

Whereas, Minnesota Statute 204B.16, Subdivision 1 requires the governing body of each municipality to designate by ordinance or resolution each year no later than December 31st, polling places for each election precinct; and

Whereas, the polling places designated by resolution by December of each year are the polling places to be used for elections in the following calendar year.

Now, therefore be it resolved; the polling places designated by resolution by December of each year are the polling places to be used for elections in the following calendar year.

Precinct 1	John P. Murzyn Hall	530 Mill St NE
Precinct 2	Greater Life Tabernacle	4000 Quincy St NE
Precinct 3	Columbia Heights Library	3939 Central Ave NE
Precinct 4	Highland Elementary School	1500 49th Ave NE
Precinct 5	First Lutheran Church	1555 40th Ave NE
Precinct 6	Highland Center	1400 49th Ave NE
Precinct 7	Valley View Elementary School	800 49th Ave NE
Precinct 8	Christ Life Church	4555 University Ave NE

Be it further resolved, that the Columbia Heights City Council directs the clerk to make all necessary notifications and preparations for elections held in 2023 as required by MN Statute, Rule and Administrative Policy of the City.

ORDER OF COUNCIL

Passed this 12th day of December, 2022

Offered by:

Seconded by:

Roll Call:

Amáda Márquez Simula, Mayor

Attest:

Sara Ion, City Clerk/Council Secretary



CITY COUNCIL MEETING

Item 7.

AGENDA SECTION	CONSENT AGENDA
MEETING DATE	DECEMBER 12, 2022

ITEM:	Adopt Resolution 2022-115 Establishing the City of Columbia Heights Fee Schedule for 2023.		
DEPARTMENT: Administration		BY/DATE: Sara Ion, December 2, 2022	
CITY STRATEGY: <i>(please indicate areas that apply by adding a bold "X" in front of the selected text below)</i>			
<input checked="" type="checkbox"/> Safe Community		<input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel	
<input checked="" type="checkbox"/> Economic Strength		<input type="checkbox"/> Excellent Housing/Neighborhoods	
<input type="checkbox"/> Equity and Affordability		<input checked="" type="checkbox"/> Strong Infrastructure/Public Services	
<input type="checkbox"/> Opportunities for Play and Learning		<input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population	

BACKGROUND:

Staff has reviewed the 2022 City wide Fee schedule and submitted changes for 2023. A draft version of the updated fee schedule is attached, with changes and updates highlighted in yellow / with red text and strike through where needed.

RECOMMENDED MOTION(S):

MOTION: Move to waive the reading of Resolution No. 2022-115, there being ample copies available to the public.

MOTION: Motion to adopt Resolution No. 2021-115, approving the 2023 City Wide Fee Schedule.

ATTACHMENT:

Draft 2023 Fee Schedule
Resolution 2022-115

RESOLUTION APPROVING THE CITY OF COLUMBIA HEIGHTS FEE SCHEDULE

BE IT RESOLVED BY the City Council (the “Council”) for the City of Columbia Heights, Minnesota (the “City”) as follows:

WHEREAS, certain fees are associated within the various city departments; and

WHEREAS, occasionally, fees are evaluated and adjusted based on comparable area rates as well as staff time used for processing and evaluating requests; and

WHEREAS, the passage of this Resolution will update the comprehensive city-wide fee schedule.

NOW, THEREFORE BE IT RESOLVED that the City Council hereby adopts the attached City of Columbia Heights Fee Schedule, which will take effect January 1st, 2023.

ORDER OF COUNCIL

Passed this 12th day of December, 2022

Offered by:

Seconded by:

Roll Call:

Amáda Márquez Simula, Mayor

Attest:

Sara Ion, City Clerk/Council Secretary



DRAFT

The City of Columbia Heights Fee Schedule

Adopted _____, 2023

ADMINISTRATION/GENERAL

DATA PRACTICES REQUEST FEES

Paper Copies/Documents (100 pages or fewer of 8.5 x 11 or 8.5 x 14)*

.25/copy; .50/2 sided

Special requests from public for information (electronic or more than 100 pages)*

Hourly wage of lowest paid employee able to retrieve/copy data plus copying, materials and mailing costs

*Waived if the total cost is under \$5.00

Library copier

.10 per black and white copy; .50 per color copy

Copy of City Charter

\$5

City Code-Book (unbound)

\$100

City Code-Chapter

\$15

Copy of meeting- CD, DVD or flash drive

\$20

ABATEMENT FEES

Immediate Abatement Administrative Fee

\$75.00 per abatement

Immediate Abatement w/Search Warrant Administrative Fee

\$125.00 per abatement

Abatement Administrative Fee

\$200.00 per abatement

COMMUNITY DEVELOPMENT

Comprehensive Plan

\$10

Multiple Dwelling List

.50 for 1st Copy

.25 for each additional copy

Appeal

\$200

Comprehensive Plan Amendment

\$1,000

Conditional Use Permit (Residential)

\$250

Conditional Use Permit (All Others)

\$500

Site Plan (Under 1 acre)

\$500

Site Plan (1 acre and Over)

\$1,000

Preliminary Plat

\$1,000

Final Plat

Included w/prelim plat fee

Interim Use

\$250

Minor Subdivision (Lot Split)

\$275

Vacation

\$150

Variance (Residential)

\$250

Variance (All Others)

\$500

Zoning Amendment

\$1,000

Zoning Letter

\$75

BUSINESS LICENSE FEES

Arcades/Amusement Centers

(\$5,000 Bond/\$100 Inv. Fee) (PD)

\$500

Auto Recycling Dealer/Junk Yard

\$500

(\$10,000 Surety Bond) PD,FD, ZA

Beer Sales

On Sale (\$250 Inv. Fee 1st time application)

\$400

Off Sale (\$250 Inv. Fee 1st time application) Formerly \$150

\$200

Merchants & Brewers

\$200

Temporary Beer (per day basis)

\$100

(\$250 Investigation Fee)

Brewer Taprooms & Brew Pubs (On Sale)

(\$250 Investigation Fee 1st time Applicant)

Brewers manuf. Less than 2,000 barrels/yr.

\$150

Brewers manuf. 2,000-3,500 barrels/yr.

\$500

Brewers manuf. 3,500+ barrels/yr.

\$4,000

Carnivals

\$50/day

(\$500 deposit & insurance)

Christmas Tree Sales

\$50

(\$200 Clean-up Deposit)

City of Columbia Heights Fee Register

Item 7.

Contractor's License/Registration* (Bond and Insurance Required)	
Building –Commercial Projects (not licensed by State)	\$80
Blacktop	\$80
Excavator	\$80
Masonry/Concrete	\$80
Moving	\$80
Demolition	\$80
Plaster/Stucco	\$80
Heating/Cooling	\$80
Sign Installation	\$80
*City contractor license may only be issued to contractors who are not required to be licensed by the State	
Courtesy Benches (Insurance Required)	\$25/each
Exhibition/Convention/Shows/Expos (\$5,000 Bond)	
First Day	\$50
Each Additional Day	\$10
Food Truck Registration Fee	\$100
Games of Skill	\$15/Location, Plus \$15/machine
Kennels	\$50
Each additional cage	\$10
Massage Therapist, Business (\$250 Inv. Fee)	\$500
Massage Therapy, Individual (\$250 Inv. Fee)	\$100
Motor Vehicle Fuel Dispensing Stations	
First Metering Device	\$50
Each Additional Metering Device	\$10
L.P. Gas per Metering Device	\$50
Motor Vehicle Rental/Leasing	
New Application	\$75
Renewal Application	\$50
Motor Vehicle Sales (New & Used)	\$300
Pawnbroker (\$5,000 Bond/\$100 Inv. Fee)	\$12,000
Peddlers/Solicitors & Transient Merchant	
Itinerant Hawker/Peddler	\$50/day; \$100/mo.; \$500/yr.
Transient Merchant	\$50/day; \$100/mo.; \$500/yr.
Pet Shop	\$50
Pool/Billiard Hall (\$100 Inv. Fee)	\$100
Popcorn, Candy, Food Catering Vehicles (Insurance - Public & Vehicle Liability)	\$50
Precious Metal Dealers (\$5,000 Bond, \$100 Inv. Fee)	
New Applicant	\$300
Renewal	\$200

City of Columbia Heights Fee Register

Item 7.

Secondhand Merchant Business (\$5,000 Bond, \$100 Inv. Fee)	\$100
Sexually Oriented/Adult Business (Inv. Fee \$500-\$10,000)	\$10,000
Tobacco Sales	
Accessory Sales	\$500
Smoke Shop (no indoor sampling)	\$500
Smoke Shop (indoor sampling)	\$1,000
Tree Removal & Treatment (Insurance Required)	\$80
LIQUOR LICENSING FEE	
Intoxicating Liquor Sales	
Class A (Inv. Fee \$500-\$2000)	\$8,000
Class B (Inv. Fee \$500-\$2000)	\$6,500
Class C (Inv. Fee \$500-\$2000)	\$6,500
Class D (Inv. Fee \$500-\$2000)	\$8,000
Class E (Inv. Fee \$500-\$2000)	\$5,500
On Sale Wine (Inv. Fee \$500-\$2000)	\$1,200/\$2,000
(\$1,200 for restaurants w/ seats 25-74: \$2,000 for seats 75+)	
Sunday On-Sale Liquor	\$200
Temporary On-Sale (Inv. Fee \$500-\$2000)	\$ 100/day
2:00 am Closing Time Adopted in June 2017	\$300
Club On-Sale Liquor (Inv. Fee \$500-\$2000)	Per membership
1 to 200 members	\$300
201 to 500 members	\$500
501 to 1,000 members	\$650
1,001 to 2,000 members	\$800
2,001 to 4,000 members	\$1,000
4,001 to 6,000 members	\$2,000
Over 6,000 members	\$3,000
BUILDING PERMITS, FIRE ALARM SYSEMS, AND FIRE SUPPRESSION SYSTEM FEES	
Total Valuation	Fee
\$1.00 to \$500.00	\$65.00 minimum
\$501.00 to \$2,000.00	\$65.00 for the first \$500.00, plus \$3.70 for each additional \$100.00 or fraction thereon, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$107 for the first \$2,000.00, plus \$17.50 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$25,001.00 to \$50,000.00	\$510.00 for the first \$25,000, plus \$13.40 for each additional \$1,000.00 or fraction thereof, to an including \$50,000
\$50,001.00 to \$100,000.00	\$845.00 for the first \$50,000.00, plus \$9.15 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,302.50 for the first \$100,000.00, plus \$6.18 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$4,262.50 for the first \$500,000.00 plus \$6.18 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$7,352.50 for the first \$1,000,000.00, plus \$4.80 for each additional \$1,000.00 or fraction thereof
Plan Review Fees- 65% of Permit Fees	
Surcharge- As mandated by State of Minnesota	
BUILDING PERMIT FIXED FEE	
Residential roofing replacement	\$160 + Surcharge
Residential roofing repair (limited to 300sq.ft.)	\$120 + Surcharge
Residential roofing multi-family (townhomes)	\$70 per unit + Surcharge
Residential siding replacement	\$160 + Surcharge
Residential siding repair (limited to one side/elevation of the house)	\$120 + Surcharge
Residential siding and roofing combined	\$300 + Surcharge
Residential siding multi-family (townhomes)	\$70 per unit + Surcharge
Residential windows	\$160 + Surcharge

Residential roofing, windows, and siding combined \$450 + Surcharge

HEATING/COOLING PERMIT FEES

Minimum permit fee \$65 + surcharge
Fireplace \$75 + Surcharge
Furnace and/or AC \$75 + Surcharge
Boiler (also requires backflow preventer permit) \$75 + Surcharge

All other plumbing fees to remain with a minimum fee of \$65 applied to all permit applications.

Fees for Residential Mechanical Permits shall be calculated as follows on a per unit basis, with a minimum permit fee of \$65.00. Surcharges shall be collected as mandated by the State.

Air to Air Exchanger \$15
Chimney liner \$10
Ductwork \$10
Gas Dryer \$10
Gas Piping \$10
Gas Range/Oven \$10
Gas Grill \$10
Pool Heater \$10

Fees for Commercial/Industrial/Institutional Mechanical Permits will be based on total cost of work calculated by using the Building Permit Fee Schedule. The total cost of work shall include all labor and materials supplied by the contractor. The minimum Permit fee shall be \$65.00. The surcharge shall be calculated as mandated by the State.

PLUMBING PERMIT FEES/GAS PIPING PERMITS

Residential Permit Fees shall be computed on the basis of the number of fixtures provided for in the permit in accordance with the following schedule

Residential is defined as single family, two family dwelling, townhouse unit and multi-family unit.

Fees for Group "A" fixtures at \$10.00 each with a minimum fee of \$65.00

bathtub	laundry tray	washer
bidet	lavatory	gas piping
dryer	shower	water supply-inside
dishwasher	sink	sewer repair-inside
floor drain	water closet	water supply-outside
pool heater		

Minimum permit fee \$65 + Surcharge
Water heater \$65 + Surcharge
Water softener \$65 + Surcharge
Backflow preventer \$65 + Surcharge

All other plumbing fees to remain with a minimum fee of \$65 applied to all permit applications.

Surcharges shall be collected as mandated by the State.

Fees for Commercial/ Industrial/Institutional Plumbing Installations/Repairs will be based on the total cost of the work calculated by using the Building Permit Fee Schedule. The total cost of the work shall include all labor and materials supplied by the Contractor. The Minimum Fee shall be \$65.00. The surcharge shall be calculated as mandated by the State.

SEWER/WATER PERMITS

Permits will be required for all installation, alterations, repairs of any domestic water or sewer lines, commercial water/sewer lines or any water line to be used for fire suppression systems. For any job requiring City crews to make a water or sewer tap, the Contractor must provide an OSHA approved trench box before City Crews will perform tapping operations. Fees will be \$35.00 plus parts and tax when applicable. Surcharges shall be collected as mandated by the State.

WATER METER PERMITS

The fees collected for the installation of water meters for residential, commercial, industrial, institutional installations will be calculated at 15% over the cost of the meter, plus sales tax. No surcharge will be collected.

DEMOLITION PERMITS

Permit fees and surcharges will be based on same schedule as for Building Permits, based on the cost of the job.

MOVING PERMITS

Fees for the moving or raising of any minor building such as a utility building or garage will be calculated at a fee of \$50.00 per structure. Fees for the moving or raising of all other building will be calculated at a fee of \$100 per structure. Permits will be required if passing through the City off of US Highways or County streets. Fees shall be calculated at \$50 per structure.

INSTALLATION/REMOVAL of FLAMMABLE/COMBUSTIBLE STORAGE TANKS and LP GAS TANKS

Fees for the installation, removal, or alteration of any above ground or below ground storage tanks or LP tanks will be calculated at \$35.00 per tank. All installations must be approved by the State Fire Marshall and the local Fire Department.

STREET EXCAVATION/DUMPSTER PERMITS

Permits are obtained at the Public Works Department. Fees will be charged for the permits, but no surcharge is collected.

ADDITIONAL FEES

Inspections for which no fee is specifically indicated	\$65.00 per hour (minimum 1 hour)
Inspections outside normal business hours	\$92.00 per hour (minimum 1 hour)
Reinspection fee:	\$32.50 for the first and \$65 for each inspection thereafter
Reinstate expired permit	½ the permit fee
Business use certificate of occupancy	\$120.00 to meet on site with the fire department. One reinspection included. Additional inspections see fee schedule for reinspection fee
Investigation fee	Up to but not to exceed the permit fee.
Initial Rental Inspection Fee:	\$160.00 for single-family dwellings. \$320 for two-family dwellings. \$320.00 plus \$25.00 for each unit over 2 rental units for multiple-family dwellings.
	No initial rental inspection fee for new construction of two-family and multiple-family residential dwellings.

PERMIT REFUND POLICY

The Building Official may authorize refunding of not more than 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code. The Building Official may also authorize refunding of not

ECONOMIC DEVELOPMENT

Proposal Consideration	\$100
Single Family Home Lot Sales Program Application	\$50
Tax Exempt Conduit Revenue Bond Application	\$1,000
Escrow Deposit	\$10,000
Tax Increment Financing Application	\$1,000
Escrow Deposit	\$10,000
Legal or Financial Consultant Review Escrow Deposit	\$3,000

*Please Note: The unused amount of an escrow deposit will be refunded upon the completion of legal or financial consultant services. If additional expenses are incurred beyond the amount of the escrow deposit, an

FINANCE

Abandoned account fee	\$1 per month
Convenience fee for payments by telephone for Water, Sewer, and Refuse Bills	\$3 per transaction
Convenience fee for customer deposits made by debit card, credit card, or paypal	The deposit amount multiplied by 3%

FIRE**RENTAL LICENSING FEES**

Rental property license - 1 thru 3 units	\$300 per building
Rental property license – over 3 units	\$250 per building plus \$22 per unit
Family Exempt properties	\$75 per bldg

License Reinstatement after Revocation/Suspension Five times annual license fee

License Transfer Fee \$50.00

Licensing Late Fee \$150.00

Reinspection Fee \$150.00 per inspection

Posting/Notice and Letters Fee \$140 base fee plus \$10 per unit

FIRE DEPARTMENT SERVICE CHARGES

City of Columbia Heights Fee Register

Item 7.

Engine	Refer to DNR Fee Schedule
Ladder Truck	Refer to DNR Fee Schedule
Rescue Truck Crew of 3	Refer to DNR Fee Schedule
Ambulance Crew of 3	Refer to DNR Fee Schedule
Any Other Aparatus	Refer to the DNR Fee Schedule
Fire Watch	Actual Cost

REPEAT NUISANCE CALL SERVICE FEES

Repeat False Smote of Fire Alarms: 3rd Event	\$250
Repeat False Smote of Fire Alarms: 4+ Events	\$350

FIRE PERMITS

Recreational Fire Permit:	
Daily (up to 9 per year)	\$0.00
Annual	\$25.00
Festival Bonfire	\$200.00
Permit Burn (requires Council approval)	\$500.00

Explosives:

Operational permit required for the manufacture, storage, handling, sale or use of any quantity
(Permits obtained by State Fire Marshal)

Fireworks:

Outdoor fireworks displays by State certified operator.

Plan review and date of display inspection conducted by Fire Department.	\$75.00
--	---------

Fireworks sales in existing retail establishments.	\$0.00
Fireworks stands or tent sales. (NFPA 1124)	\$200.00
Fire Code Operational Permits	\$200.00
Operational Permits as set forth in Section 105.6	

NEW CONSTRUCTION/ MODIFICATIONS/FIRE PLAN REVIEW:

For all occupancies with the exception of detached one- and two-family dwellings.

Structures:

New construction/modification fire review fee.	\$75.00
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Automatic Fire-Extinguishing Systems:

New construction/modification fire review fee.	\$90.00
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Fire Alarm and Detection Systems and Related Equipment:

New construction/modification fire review fee.	\$75.00
--	---------

Fire Pumps and Related Equipment:

New construction/modification fire review fee. If part of an automatic fire-extinguishing system review no separate fee will be charged.	\$50.00
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Standpipe Systems:	\$50.00
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Spray Rooms, Dip Tanks, or Paint Booths:	\$50.00
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LP Gas:

Exterior installations only: Plan review and inspections to be conducted by Fire Department.	\$180.00
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Interior installations only: New construction/modification fire review fee.	\$90.00
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Flammable & Combustible Liquids:	\$90.00
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New construction/modification fire review fee.

(includes tank installations & removals)

Hazardous Materials:	\$90.00
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New construction/modification fire review fee.

Temporary Membrane Structures, Tents and Canopies:

Less than 180 days: Plan review and inspections to be conducted by Fire Department.	\$90.00
Under a Conditional Use Permit.	\$50.00
Greater than 180 days: New construction/modification fire review fee.	\$50.00

LIBRARY

Replacement library card	\$2.00
Out-of-State/Non-resident library card	\$60.00 (annually)
Earbuds	\$5.00
Flash Drive	\$5.00
Hardcover adult sale book	\$1.00
Trade/Oversize paperback sale book	\$0.75
Mass Market paperback sale book	\$0.50
Children's hardcover sale book	\$1.00
Children's paperback sale book	\$0.25
Sale DVD	\$1.00
Sale audiobook	\$2.00
Sale audio CD	\$1.00
Print/Copy (black and white)	\$0.10
Print/Copy (color)	\$0.50
Misc.	Variable
Dishonored check fee	\$30.00
Replacement of lost or damaged materials	Discounted cost of item plus a \$8.00 processing charge for print material or a \$10.00 processing charge for media material.
Barcode	Magazines = \$6.00 or list price if higher \$0.50 (charged if 5 or more barcodes are missing or damaged.)
RFID tag	\$0.25 (charged if 5 or more tags are missing or damaged.)
Book Jacket	\$0.50 (charged if 3 or more are missing or damaged)
Compact disc Jewel case (CD)	\$0.75
CD book case (up to 10 in a case)	\$2.50
CD book case (11-24/case)	\$5.00
CD book case (25+/case)	\$15.00
DVD case (1-4 in case)	\$1.00
DVD case (5+/case)	\$2.50
Compact disc or DVD insert (1 page)	\$1.00
Compact disc or DVD insert (multiple pages)	\$3.00
Referral to Collection Agency	\$12.00
Community Room Rental	\$25.00 per hour

POLICE

False alarm response by police	
Third in calendar year	\$50.00
Fourth in calendar year	\$75.00
Fifth and any subsequent in a calendar year	\$100.00
No parking 2 a.m. to 6 a.m.	\$25.00
No parking April 1 to May 1 when there is 3 ½ inches of snow or more on the streets	\$25.00
Copies of Reports	\$.25 per page
Report on an Address or Person	\$5.00
Administrative Vehicle Impound Fee	\$35.00
Administrative Animal Impound Fee	\$8.00
Dog Impound (per day)	\$26.00
Cat Impound (per day)	\$24.00
Digital Photos	\$5.00
Copy of Color Photos	\$5.00 for 1st page, \$1 each additional page
Audio/Video CD	\$15.00
Letter of Good Standing	\$10.00
Weekly Accident Report	\$5.00
Admin Parking/Moving Violations	Varies
Repeat Nuisance Call Service Fee	\$250 plus add'l fees for excess costs
No Trespassing Signs (yellow)	\$4/each
Dangerous Dog Registration (annual)	\$50.00

PUBLIC WORKS

Right of Way Permits	
Annual Registration for Utility Companies	\$75.00
Small Cell	\$850.00 per site
Street Excavation	\$150.00 per Street Penetration
Trench or Boring	\$150.00 plus \$.25 per Lineal Foot of Trench
Boulevard Excavation	\$50.00 per Boulevard Disturbance
Non-Excavation (Obstruction)	\$50.00 plus \$.05 per Lineal Foot
Extension	\$35.00 plus \$15.00 per Week Extension
Penalty	Two (2) times the amount of the Standard Permit
Degradation*	To be calculated by City (see below for estimates)
Resident Boulevard Excavation	\$35.00
Resident Boulevard Excavation Deposit	\$750.00
Resident Driveway Apron/Curb and Gutter Deposit	\$750.00
Senior Excavation Permit (over 62 years old)	\$35.00 per Excavation
Sidewalk by Property Owners	
Senior Sidewalk (over 62 years old)	\$20.00
Property Owner Sidewalk	\$40.00

*Degradation

Due to the difficulty in determining the possible scope of some projects, the City will only be able to provide an estimate of the degradation fee when a permit is issued. The City Right-of-Way inspector will calculate the degradation fee after the complete scope of work is determined.

Degradation Fee Estimates for Bituminous Street:		
	HOLE (Maximum length=street width)	TRENCH
New Street - 0 to 5 Years	$(\$2.25 \times \text{street width} \times \text{length}) +$ $(\$3.75 \times \text{lane width} \times \text{hole length})$	$(\$2.25 \times \text{street width} \times \text{length}) + (\$3.75 \times \# \text{ of lanes} \times \text{lane width} \times \text{lengths})$
Existing Street - 5 years old to 20 years old	$(\$2.00 \times \text{lane width} \times \text{length}) +$ $(\$3.00 \times \text{lane width} \times \text{hole length})$	$\$3.00 \times \# \text{ of lanes} \times \text{lane width} \times \text{length}$
Existing Street - over 20 years old	$\$2.75 \times (\text{hole width} + 4 \text{ feet}) \times$ $(\text{hole length} + 4 \text{ feet})$	$\$2.75 \times (\text{trench width} + 4 \text{ feet}) \times \text{length}$
Street to be reconstructed in next two (2) years	$\$2.00 \times (\text{hole width}) \times (\text{hole length})$	$\$2.00 \times \text{trench width} \times \text{length}$

Degradation Fee Estimates for Concrete Street:		
	HOLE	TRENCH

City of Columbia Heights Fee Register

Item 7.

New Street-0 to 5 Years	(\$3.00 x street width x length) + (\$4.50 x lane width x hole length)	(\$3.00 x street width x length) + (\$4.50 x # of lanes x lane width x lengths
Existing Street- 5 years old to 20 years old	(\$2.75 x lane width x length) + (\$4.25 x lane width x hole length)	\$3.75 x # of lanes x lane width x length
Existing Street – over 20 years old	\$3.75 x (hole width + 4 feet) x (hole length +4 feet)	\$3.75 x (trench width + 4 feet) x length
Street to be reconstructed in next 2 years	\$3.25 x (hole width) x (hole length)	\$3.25 x trench width x length

Street Obstruction Permit	
Street Obstruction Permit (Valid for 30 days)	\$30.00
Extension Fee	\$15.00 per week
Flasher Deposit	\$150.00

Load Limit Permit	
Load limit permit required for spring weight restrictions	N/C

Water Hydrant Meter Rentals	
5/8" Water Meter	\$200.00
2-1/2 Water Meter with 2" RPZ Backflow Preventer	\$2,500.00

Special Assessment Search	
Basic special assessment search	\$25.00
Additional information	\$15.00

Engineering Copy Requests	
AsBuilts	\$2.50 per sheet
Plotter Copies (22" x 34" or 24" x 36")	\$15.00 each
Regular Photocopies (8-1/2 x 11, 8-1/2 X 14, 11 x 17)	\$.25 each

Maps	
Full color city map, zoning map or parks map	\$15.00
Shaded Relief Map (36" x 36")	\$15.00
Standard Address Map	\$20.00
Large Address Map	\$30.00
Utility Maps (watermain, sanitary sewer, storm sewer) (36" by 28")	\$20.00
Property Only (Urban) 1/2 Section (22" x 34")	\$15.00
Property & Planimetric (Urban) 1/2 Section (22" x 34")	\$25.00
Property, Planimetric & Contours (Urban) 1/2 Section (22" by 34")	\$50.00
Color Aerial Photo (Urban) 1/2 Section (22" x 34")	\$30.00
Special Request (See City Engineer)	\$15.00 plus \$50/hour (\$25.00 minimum)

GIS Data Requests (Digital Data)	
Planimetric & Contours	\$15.00 plus \$50/hour (\$25.00 minimum)
CD ROM	\$12.00

Notary	N/C
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RECREATION

RENTAL INFORMATION	2023-2024 RATES	
	(Fri-Sat)	(Mon -Thur)
Hall/Kitchen/LaBelle Lounge w/Tax	\$3,025.86	\$1,854.85
Hall/Kitchen/LaBelle Lounge	\$2,824.61	\$1,731.48

City of Columbia Heights Fee Register

Item 7.

Hall	\$1,326.66	\$1,274.30
LaBelle Lounge	\$614.98	\$425.07
Senior Center or Maithaire/McKenna Room w/tax	\$582.30	\$483.03
Down Payment (non-refundable)	\$800 / \$100	\$500 / \$100
Damage Deposit (refundable)	\$800 / \$250	\$800 / \$250
Security Officer Deposit	\$250	\$250
Security Officer hourly rate	\$35	\$35
Pop/CO2 Charge	\$100/\$150/\$200	
Early Entry Fee *Preapproved*	\$60	\$60
Custodial Charge per hour	\$30	\$30
Events Lasting 2 hours or less	50%	N/A
Events Lasting 4 hours or less	25%	N/A
Heights Resident Discount**	25%	25%

All rental rates, fees, and deposits are subject to State Sales Tax.

All JPM rentals end at 1:00 am. An \$80 plus tax late fee will be assessed every 30 minutes. Saturday/Sunday rental time: 12:00 noon - 1:00 am. Friday rental time: 9:00 am - 1:00 am. A storage fee of \$100 will be charged for items left in the building outside of rental time. **Single room rentals have a maximum rental time of 7 hours.**

Linen and Napkin rental is available upon request. 2022 Prices are as follows:

White or Ivory Linens \$7.00 per hall table (60" rounds and 8' x 2 1/2' banquet tables) Tax additional \$3.50 per bar table .70 per napkin (various colors available)

White Melamine Dinnerware, Silverware and Plastic Tumblers are available for a rental fee of \$50 plus tax per rental.

Saturday rentals may decorate Friday before their event from 9:00 am - 4:30 pm for a \$150 fee. This reservation can only be made if the hall is available within 3 weeks of the rental date.

PARK RENTAL FEES	w/tax included
Resident	\$50
Non-Resident	\$150
Large groups 100+ people	\$125
EVENT WAGON	\$65
BALLFIELD RENTAL	\$40 per day or \$10 per hr
GARDEN PLOTS	\$25

AGENDA SECTION	CONSENT
MEETING DATE	DECEMBER 12, 2022

ITEM:	Authorize School Resource Officer Contract with Columbia Heights Public Schools		
DEPARTMENT: Police		BY/DATE: Chief Lenny Austin/Dec 5, 2022	
CITY STRATEGY: <i>(please indicate areas that apply by adding a bold “X” in front of the selected text below)</i>			
X Safe Community		_Diverse, Welcoming “Small-Town” Feel	
_Economic Strength		_Excellent Housing/Neighborhoods	
_Equity and Affordability		_Strong Infrastructure/Public Services	
_Opportunities for Play and Learning		_Engaged, Multi-Generational, Multi-Cultural Population	

BACKGROUND:

For well over 20 years, the City of Columbia Heights and Columbia Heights Public Schools have partnered on an agreement to fund a School Resource Services program. The program continues to provide benefits to the School District and the Police Department and is an important part of our police/youth initiative.

The School District shares expenses with the Police Department during the school year at the rate of one half of 9/12ths of the cost of providing the officer at the high school and middle school. The School District's share for calendar year 2023, which includes wage, fringe, and miscellaneous costs, is \$60,818 for the high school officer and \$61,682 for the middle school officer, totaling \$122,500. The wage amounts are based on the actual 2023 police officer contract, and the miscellaneous costs are based on 2022 amounts, increased by 3%. The contract has been approved by the Columbia Heights School Board at their November 22 meeting.

Officer Ibrahim Farah is currently assigned as the High School Resource Officer, and Officer Mohammed Farah is the Resource Officer at the Middle School (Columbia Academy). In their role as Resource Officers, they develop contacts with the students and staff at the schools that are invaluable to our partnership with the schools. They are also excellent role models to students. Connecting with community partners such as the School District to focus on youth issues is part of the department's Strategic Plan.

RECOMMENDED MOTION(S):

MOTION: Move to authorize the Mayor and Police Chief to enter into a Joint Powers agreement with Columbia Heights Public Schools for the provision of a Police School Resource Officer program as stipulated in the Joint Powers Agreement for the period of January 1 through December 31, 2023.

ATTACHMENT(S): School Resource Officer Contract 2023

SCHOOL RESOURCE OFFICER PROGRAM

**January 1 through
December 31, 2023**

Columbia Heights Police Department

and

Columbia Heights Public Schools

Prepared and Submitted by:

Chief Lenny Austin
October 3, 2022

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MISSION, GOALS AND PRIMARY RESPONSIBILITIES OF THE SCHOOL RESOURCE OFFICER

Mission Statement:

The School Resource Officer is placed in the school environment to identify, correct, and prevent delinquent behaviors and activities, and to create a positive relationship between youth, police, and other authority figures.

Goals:

To work with and through school administrators, counselors, teachers, and students to develop a better understanding and a more positive attitude among students as to the role of a police officer.

To work in Resource with school officials to provide, as much as possible, a safe and crime-free environment for students and staff.

To act as a law enforcement consultant and educator to Columbia Heights School District #13 schools located in Columbia Heights and Hilltop.

Primary Responsibilities:

Law Enforcement

The School Resource Officer shall function as a law enforcement officer within the school environment and under the direction of the Columbia Heights Police Department Captain. The School Resource Officer shall act as a resource for students, teachers, counselors, school administrators and parents. The School Resource Officer shall remain conscious that the primary responsibility is that of a law enforcement officer.

The School Resource Officer plans and coordinates all functions of investigations relating to juveniles and children, in both criminal and non-criminal matters to effectively solve criminal cases and build a basis for successful prosecution when warranted and/or make all appropriate dispositions of non-criminal matters.

The School Resource Officer also develops and presents investigative reports to the County Attorney and/or City Prosecuting Attorney for complaints and coordinates with other juvenile referral agencies to appropriately handle juvenile criminal and non-criminal acts that have come to the attention of the Department.

Education

The School Resource Officer also has additional responsibilities to help educate students, staff and parents. The School Resource Officer does presentations on safety, internet crime, substance abuse and other relevant topics.

School Resource

The School Resource Officer shall act as a resource for students, teachers, counselors, school administrators and parents.

THE OBJECTIVES OF THE SCHOOL RESOURCE OFFICER POSITION ARE:

Objective #1:

To provide a formal process or rationale to:

- a. Enhance the general safety to students and faculty staff in and around public schools.
- b. Monitor and/or prevent juvenile gang activity and provide intelligence.
- c. Reduce the use of uniform officer intervention at school sites for response to school related service demands.
- d. Maintain community contact for:
parents, students, neighborhoods, community organizations (PTA and other service providers)
- e. Handle incidents such as minor assaults, thefts, and threats as they occur in the officer's assigned schools.

Indicator #1:

Lack of formal or informal complaints or concerns, either written or verbal.
Receipt of letters, phone calls or personal verbal contacts regarding individual or program successes.

Objective #2:

To provide the following services to Columbia Heights School District #13 schools located in Columbia Heights and Hilltop:

- a. To coordinate and directly provide for, in appropriate circumstances, the general safety of students and staff.
- b. To monitor gang activity throughout school property and respond appropriately to non-school related intelligence regarding gang activity.
- c. To reduce the number of calls responded to by uniform officers at school sites.

Indicator #2:

Maintain adequate knowledge through review of daily reports, keeping abreast of the above current problems and disseminating information to Investigations and Patrol.

Objective #3:

Complete all investigations assigned or generated in the field to their proper conclusion.

Indicator #3:

Pass Resource supervisor's review of completed cases. One hundred percent of cases must pass this review.

Objective #4:

Improvement and continual update of Resource Program.

Indicator #4:

A School District representative and Police Department representative will meet quarterly to discuss the Resource Office program. Yearly evaluations to be prepared by School Officials, Police Department and Resource Officer for annual review and evaluation.

Objective #5:

Provide cultural relevant services in schools.

Indicator #5:

Participate in annual cultural competency and equity training offered by the district including onsite and offsite training.

POSITION DESCRIPTION - SCHOOL RESOURCE OFFICER ACCOUNTABILITY AND EDUCATION REQUIREMENTS

The School Resource Officer is a member of the department below the rank of Sergeant. Officer may be assigned from the rank of police officer to serve as School Resource Officer. Officers who desire to serve in this assignment may submit their requests in writing to the Police Captain. Officers serving in the assignment may be removed at the discretion of the Chief of Police. The appointed School Resource Officer may vacate this position with thirty days written notice to the Chief of Police. While serving in this assignment, officers shall receive a pay differential in accordance with the labor agreement in effect at the time of the assignment.

Accountable to:

The School Resource Officer reports to and is directly accountable to the Chief of Police or his designee.

Education and Training Requirements:

POST licensed, supplemented by course work in investigative techniques, interview and interrogation techniques and crime scene processing techniques.

**POSITION DESCRIPTION - SCHOOL RESOURCE OFFICER
QUALIFICATIONS**

1. Considerable knowledge of the principles of modern investigation techniques.
2. Thorough knowledge of scientific methods of crime detection and criminal identification.
3. Thorough knowledge of federal, state and local laws and ordinances that are enforced by the department.
4. The ability to communicate effectively both orally and in writing.
5. The ability to analyze complex criminal transactions and trends and to use information obtained to successfully charge criminal offenders.
6. The ability to develop informants.
7. The ability to independently manage a number of investigations at any one time.
8. The ability to manage time effectively.
9. The ability to speak effectively in public.
10. The ability to work effectively with juveniles.
11. The ability to gain cooperation, support, and assistance of the area church organizations, County Welfare, County Court Services, Juvenile Court, County and City law enforcement, and other agencies in the community.
12. To meet as needed with members of the personnel team and police department representatives to discuss individual student and student body problems that affect school or police department objectives.
13. The ability to provide educational materials and lectures for the students, the school staff and the community on juvenile problems and problem areas, available assistance services for the students and their parents, and other topics deemed important.
14. The ability to assist in the classroom in the teaching of physical, mental and social effects of alcohol and narcotic use and abuse.
15. The ability to train the school staff in matters of school security, symptoms of drug abuse, etc.

16. The ability to identify and take proactive steps to prevent activities that lead or could lead to delinquent behavior and/or activities.
17. The ability to establish a favorable rapport with students as a means for preventing delinquent behavior and activities.
18. The ability to maintain the police image. The School Resource Officer is responsible for the enforcement of city and state law, but whose treatment is fair and recognizes he/she is working in a juvenile environment. The School Resource Officer must assure the students and the staff that he/she is not in the school to create a police state, he/she is there to assist the administrative staff and students.
19. The ability to promote informal contacts between the students and the police, to increase communication and understanding between the two.
20. The ability to meet all other requirements and performance criteria defined for patrol officer position.
21. The ability to serve as a resource person for law enforcement and juvenile court procedures. The officer will be in a position with the school to develop a better understanding and have additional pertinent information for juvenile court determinations.
22. The School Resource Officer is often in a favorable position to work on many creative programs and can work with juvenile group leaders trying to interest them in constructive activities of a recreational or social nature.

MAJOR AREAS OF ACCOUNTABILITY OF THE SCHOOL RESOURCE OFFICER POSITION

1. To attend school staff meetings as a resource person in developing and adopting procedures that will contribute to the prevention of juvenile delinquency.
2. To communicate and cooperate with county welfare officers, probation personnel, and other members of the professional community when appropriate.
3. To assist school staff members in understanding the Anoka County Juvenile Court System, law enforcement ramifications, and the technique of court referrals when necessary.
4. To be a part of the total team effort to provide role models and prevent undesirable behavior patterns from developing. Endeavor to build and maintain rapport between youth, school, and police by day-to-day contact as a resource person.
5. To become involved in school and outside youth activities in order to understand special problems of youth and how they may be positively addressed. Participate in community affairs as requested or assigned, and be available for lectures to school and community groups.
6. To facilitate education programs for students; i.e., acts as a resource person in the continuing development of drug education, etc.
7. To assist and advise in security matters regarding school buildings and properties that are normally supervised by school staff members upon request of appropriate school official(s).
8. To maintain individual police skills, including physical conditioning. Stay abreast of developments in the crime prevention and youth relations fields and changes in related laws and ordinances.
9. To prepare and submit necessary case files regarding cases assigned or investigated.
10. To work under the direction of the investigative supervisor and will accept input from appropriate school administrative personnel.
11. Investigates reported crimes, both in and out of the school environment, for the purpose of collecting evidence and identifying, locating, questioning witnesses and suspects, and making legal arrests as justified by the facts developed.
12. Obtains and processes physical evidence. Handles or arranges for the processing of a crime scene including measurements, fingerprints, photos and drawings, etc.
13. Ensures proper development of cases for prosecution, builds an accurate and

complete case file through reports of actions and findings. Coordinates the disposition of all juvenile matters to provide for unified approach.

14. Ensures proper disposition of cases for prosecution, builds an accurate and complete case file through reports of actions and findings. Coordinates the disposition of all juvenile matters to provide for a unified approach.
15. Ensures proper disposition of all assigned cases, meets with the Police Captain regularly to review the status of all cases and determines whether to pursue, delay or close the matter.
16. Confers with parents, other members of the Criminal Justice System, and those private and public agencies within the community which are involved in the case, counseling or treatment of juveniles, children or family units, in the disposition of matters involving juveniles and/or children.
17. Preparation and presentation of appropriate material to students of elementary, junior and senior high schools.

GUIDELINES FOR THE SCHOOL RESOURCE OFFICER POSITION

1. Work week will be based on a 40-hour week.
2. Work hours will be proximate to the school day.
3. Will be assigned a department vehicle while on-duty.
4. Time commitment is appropriately divided in each of the following categories:
 - a. In-school activity at high school or middle school
 - b. Case investigation, training, and meetings as scheduled
 - c. Elementary schools
5. Primarily reports to the Police Captain. Secondary supervisor is the on-duty police supervisor.
6. Must report to a supervisor daily, but is authorized to report immediately to the school each day if approved.
7. Must be prepared to perform all police functions, as the officer is subject to immediate call-out for other activities, but must be discreet in the visibility of police equipment.
8. Will be assigned a cellular phone, and the phone must be operational during all hours when on duty.
9. Break time will be as defined in the union agreement.
10. Will be assigned desk space at the Police Department and will be provided appropriate office space and supplies by the schools.
11. Must dress in a manner that is acceptable to school administrators and with the approval of the Chief of Police.
12. The officer is at all times under police supervision, but is expected to work closely with school administrators and staff. The objective is to solve problems, assist school staff, and to assist students.

JOINT POWERS AGREEMENT

This Joint Powers Agreement dated this ____ day of _____ is made pursuant to M.S. 471.59 by and between the ***City of Columbia Heights (City)*** and ***Columbia Heights Public Schools (School District)***.

1. ***Purpose:*** The purpose of this agreement is to create, fund, and implement the positions of ***Police School Resource Officer***.
2. ***Duties and Responsibilities:*** The job description for the School Resource Officer is attached.
3. ***Selection Process:*** From applications of qualified applicants for the position of School Resource Officer, one or more candidates will be selected by a selection board made up of School District #13 personnel and appointed Police Department personnel. Oral interviews are to be administered by the same selection board. The final appointment of the School Resource Officers are at the discretion of the Chief of Police. The assigned officer may be removed from the School Resource position by a written request from the School District or at the discretion of the Chief of Police.
4. ***Funding:*** The School District and City will share the following expenses equally during the school year, except in no event may the School District's share of the expenses exceed 1/2 of 9/12 of the total officer compensation and benefit package for the High School Resource Officer and the Middle School Resource Officer.
 - A. Officer's Salary
 - B. Position Grade Enhancement
 - C. Holiday Pay
 - D. F.I.C.A.
 - E. Workers Compensation
 - F. P.E.R.A.
 - G. Hospitalization
 - H. Training and Equipment
 - I. Vehicle-related Costs

The cost breakdowns for the period of January 1, 2023 through December 31, 2023 are attached.

5. **Billing:** The City shall submit a bill to the School District, which will be paid within thirty days of receipt.
6. **Term:** This agreement shall commence on *January 1, 2023*, and shall end on *December 31, 2023*.
7. **General Provisions:** The Police School Resource Officer is a city employee and shall not be considered an employee of the School District for any purpose, including but not limited to salaries, wages, other compensation or fringe benefits, Workers Compensation, Unemployment Compensation, P.E.R.A., Social Security, liability insurance, keeping of personnel records, termination of employment, individual contracts or other contractual rights. The officer will report to and be directed by the Police Captain, but will consult regularly with the School District officials. The officer will have office space and phone at the assigned school without cost to the City.
8. **Indemnification by City:** The School Resource Officer is a city employee. The City shall indemnify, hold harmless, and defend the School District, its elected officials and employees against any and all liability, loss, costs, damages, expenses, claims or actions which the School District, its officers and employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any negligent or willful act or omission of the City, its agents or employees, in the execution, performance, or failure to adequately perform the City's obligations pursuant to this agreement.
9. **Indemnification by School District:** The School District shall indemnify, hold harmless, and defend the City, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or action which the city, its officers and employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any negligent or willful act or omission of the School District, its agents or employees, in the execution, performance or failure to adequately perform the School District's obligations pursuant to this agreement.
10. **Termination of Agreement:** Ninety day written notice by either School District or City is required to terminate the program. The Resource Officer can be removed at any time following the written notification of termination of the program.
11. **Temporary Reassignment:** Temporary reassignment of the Resource Officer is at the discretion of the Chief of Police not to exceed thirty consecutive days, contract to be renegotiated after thirty days.

12. The resolution of unforeseen problems arising in this program shall be negotiated by representatives appointed by the School District and the Chief of Police.
13. ***Learning Model Changes.*** The above terms assume a normal, in-person learning model at the Middle School and High School. Due to the COVID-19 pandemic, the School District may switch to a Modified Hybrid or Distance Learning model, resulting in fewer or no students in the Middle School and/or High School. In the event the School Board changes either School to a Modified Hybrid or Distance Learning model, no Liaison Officer will be needed in the school(s) and the District will not incur any costs under this Agreement relating to the school(s) operating under those models from the date the learning model is changed until such time that the District moves to either the in-person or Full Hybrid learning model in that School. While a School is operating under an in-person or Full Hybrid learning model, liaison officers will be utilized and the District is obligated to pay the full cost of liaison services as contemplated by this Agreement.

COST FACTOR BREAKDOWN

MIDDLE SCHOOL RESOURCE OFFICER PROGRAM

2023

Base Wage – Middle School Resource Officer:

Patrol Top Wage	\$ 91,624.00/year
Resource Officer Premium	\$ 3,000.00/year
Longevity	\$ 4,776.00/year
Holiday pay	\$ 7,921.00/year
Deferred Compensation	\$ 450.00/year
Overtime Allocation	<u>\$ 7,693.00/year</u>
Total Base Wage	\$115,464.00/year

Compensation and Fringe:

F.I.C.A.	\$ 1,674.00/year
Workers Comp	\$ 11,177.00/year
P.E.R.A.	\$ 20,358.00/year
Employee Insurance	<u>\$ 12,540.00/year</u>
Total Fringe Benefit Costs	\$ 45,749.00/year

Miscellaneous Costs:

Training and equipment allowance	\$ 2,047.00/year
Vehicle related expense	\$ 1,220.00/year
<i>Total Miscellaneous Costs</i>	\$ 3,267.00/year

Total Yearly Costs

\$164,480.00/year

To compute monthly total:

\$164,480.00 divided by 12 months = \$ 13,707.00

To compute school year total:

$$\$13,707.00 \times 9 \text{ months (school yr)} = \$123,363.00$$

To compute School District cost:

$\frac{1}{2}$ of 9/12 funding formula = \$ 61,682.00

***Total Cost to Columbia Heights Public Schools
For Middle School Officer for 2023:***

\$ 61,682.00

COST FACTOR BREAKDOWN HIGH SCHOOL RESOURCE OFFICER PROGRAM

2023

Base Wage – High School Resource Officer:

Patrol Top Wage	\$ 91,624.00/year
Resource Officer Premium	\$ 3,000.00/year
Longevity	\$ 2,988.00/year
Holiday pay	\$ 7921.00/year
Deferred Compensation	\$ 450.00/year
Overtime Allocation	<u>\$ 7,693.00/year</u>
<i>Total Base Wage</i>	\$113,676.00/year

Compensation and Fringe:

F.I.C.A.	\$ 1,648.00/year
Workers Comp	\$ 11,004.00/year
P.E.R.A.	\$ 20,041.00/year
Employee Insurance	<u>\$ 12,540.00/year</u>
<i>Total Fringe Benefit Costs</i>	\$ 45,233.00/year

Miscellaneous Costs:

Training and equipment allowance	\$ 2,047.00/year
Vehicle related expense	<u>\$ 1,220.00/year</u>
<i>Total Miscellaneous Costs</i>	\$ 3,267.00/year

Total Yearly Costs

\$162,176.00/year

To compute monthly total:

\$162,176.00 divided by 12 months = \$ 13,515.00

To compute school year total:

\$13,515.00 X 9 months (school yr) = \$121,635.00

To compute School District cost:

½ of 9/12 funding formula = \$ 60,818.00

***Total Cost to Columbia Heights Public Schools
For High School Officer for 2023:***

\$ 60,818.00

LAW ENFORCEMENT SERVICES AGREEMENT

This Agreement is by and between the City of Columbia Heights, Minnesota ("City") and Independent School District No. 13 ("District"). The District and the City are collectively referred to herein as the "Parties," and individually as a "Party."

WHEREAS, the Parties desire to maintain a cooperative and coordinated approach to deterring and addressing criminal activity at District-sponsored events and activities; and

WHEREAS, the District seeks to contract for law enforcement services and functions beyond what is provided by the School Resource Officer; and

WHEREAS, the City is agreeable to rendering such services on the terms and conditions set forth below.

NOW, THEREFORE, IN CONSIDERATION OF the mutual promises contained in this Agreement and other valuable consideration, the sufficiency and receipt of which is acknowledged, the Parties agree as follows:

1. **Term and Termination.** This Agreement is for a term beginning on January 1, 2023 and ending on December 31, 2023. Either Party may terminate this Agreement, with or without cause, by delivering to the other Party a written notice of termination not less than 90 days prior to the date of termination of this Agreement. All payments due under this Agreement shall be prorated in the event of such termination.
2. **Scope of Services.**
 - A. During agreed upon District-sponsored events and activities, the City, through its Police Department, shall provide law enforcement services, including but not limited to the following:
 1. Patrol services;
 2. Enforcement of Minnesota Statute Statues and Ordinances of the City, except ordinances which are primarily regulatory in nature such as zoning ordinances and building codes;
 3. Responding to police, medical, fire, and other emergencies at the event site;
 4. Dispatching and other necessary communication services;
 5. Special event patrol services; and

6. Such other law enforcement functions and services as may be requested and which encompass the duties and functions of the type customarily performed by a municipal police department.
- B. Law enforcement services shall be provided during District-sponsored events and activities by the City upon request of the District. The District shall make a request for law enforcements services to Captain Matt Markham at 763-706-8109 or mmarkham@columbiaheightsmn.gov identifying the date and duration of the event, and the number of law enforcement personnel for the event. The request shall also include a description of the event.
 - C. The manner and standards of performance, the discipline of officers, and other matters incident to the provision of services under this Agreement, and the control of personnel so employed, shall be subject solely to the control of the City. The City shall furnish and supply all necessary labor, supervision, equipment, communication facilities and dispatching, and supplies necessary to provide the law enforcement services. In the event of a dispute between the parties as to the extent of the duties and functions to be rendered hereunder, or the level or manner of performance of such service, the determination thereof made by the Chief of Police of the City shall be final and conclusive as between the parties hereto, subject however, to the provisions of Section 2.D.
 - D. In the event the District, through Bryan Hennekens, Director of Finance and Operations for District, or another authorized agent, notifies the City that the District is dissatisfied with the assignment of personnel for the performance of services under this Agreement and requests a change in personnel, the City shall make every effort to effect a change in the assignment of personnel, provided that such a change does not jeopardize the ability of the City to provide services in its jurisdiction in a timely and efficient manner.
3. **Compensation and Payment.** The Parties agree that the provision of law enforcement services under this Agreement will be billed at \$85 per hour for Officers and \$105 per hour for Sergeants. The City shall submit a bill to the District on a monthly basis, which will be paid within 30 days of receipt.
 4. **Relationship of the Parties.** Nothing in this Agreement may be construed to create a partnership or joint venture between the District and the City. Neither party has any authority or power to take any unilateral action that could legally bind the other party. For purposes of the Minnesota Government Data Practices Act, each party is considered to be an independent contractor relative to the other party. The parties understand and agree that this Agreement does not create any rights or obligations beyond those expressly contained herein, including, but not limited to, any rights or obligations to any third party.

5. **Liability and Indemnification.** Each party is solely responsible for the act(s) and omission(s) of its own officers, employees, officials, agents, and representatives. To the extent permitted by law, each party agrees to indemnify the other party from any and all damages, liability, judgments, claims, expenses, attorney fees, and costs resulting from any act or omission of any of its officers, employees, officials, agents, or representatives. Each party's liability, if any, is limited under Minnesota Statutes Chapter 466, and nothing this Agreement may be deemed to constitute a waiver of those limits.
6. **Assignment.** Neither party may assign this Agreement to any other person or entity without the written consent of the other party.
7. **Choice of Law, Forum and Severability.** This Agreement is governed by the laws of the State of Minnesota, without regard to its conflict of laws provisions. The parties agree that the Minnesota state and federal courts will have exclusive jurisdiction over any dispute arising out of this Agreement. If a court determines that any part of this Agreement is unlawful or unenforceable, the remaining portions of the Agreement will remain in full force and effect.
8. **Entire Agreement, Changes, and Effect.** This Agreement constitutes the entire agreement between the District and the City regarding the matters contained herein. No changes to this Agreement are valid unless they are in writing and signed by both parties. A copy of this Agreement has the same legal effect as the original.

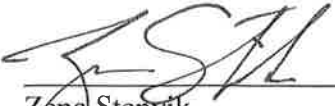
In witness whereof, the parties have executed this agreement the day and year first written above.

City of Columbia Heights

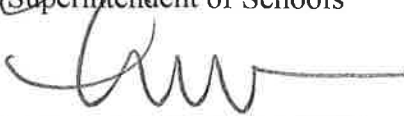
Amáda Márquez Simula
Mayor

Lenny Austin
Chief of Police

Columbia Heights Public Schools



Zena Stenvik
Superintendent of Schools



Lorien Mueller
School Board Chair

AGENDA SECTION	CONSENT AGENDA
MEETING DATE	DECEMBER 12, 2022

ITEM:	Award e-commerce agreement for Top Valu Liquor To CityHive		
DEPARTMENT: Finance		BY/DATE: Joseph Kloiber/Dec 2, 2022	
CITY STRATEGY: <i>(please indicate areas that apply by adding a bold "X" in front of the selected text below)</i>			
<input type="checkbox"/> Safe Community		<input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel	
<input checked="" type="checkbox"/> Economic Strength		<input type="checkbox"/> Excellent Housing/Neighborhoods	
<input type="checkbox"/> Equity and Affordability		<input type="checkbox"/> Strong Infrastructure/Public Services	
<input checked="" type="checkbox"/> Opportunities for Play and Learning		<input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population	

BACKGROUND:

As discussed at the October city council work session on the 2023 budget, the municipal liquor operations' plans for 2023 include offering customers the ability to shop online, with the option to either pick up the order at the store, or to arrange for a delivery service that checks ID, such as Grub Hub. The software and web services to do this, including payment processing and managing customer contacts and social media, are often referred to collectively as an "E-commerce" platform.

Staff reviewed offerings by three vendors. Pricing was an important factor in staff's review. However, the pricing offered needs to be considered in the context of the significant differences in the features available from each of the three vendors.

Vendor	Integrate With POS System?	Supports delivery & store pickup	Manage Customer Contacts & Media	Pricing (not including credit card processing fees)
RITE	Yes	No	No	\$49/mo +1.5% of sales
CityHive	Upload yes, but integrated download under development	Yes	Yes	\$49/mo +2.5% of sales
Shopify	No, not without 3 rd party tool and costs	No	Yes	\$79/mo + 0% to 0.5% of sales
Advanced Shopify	No, not without 3 rd party tool and costs	Yes	Yes	\$299/mo + 0% to 0.5% of sales

The vendor CityHive is partnering with the MN Municipal Beverage Association (MMBA) to expand its customer base in MN. In addition to waiving the first six months of the monthly base fees for MMBA members, CityHive has stated that their percentage-of-sales commission is negotiable depending on the aggregate volume generated by MMBA members. As there is no set-up fee and no cancellation fee under these agreements, they are essentially month-to-month arrangements with relatively low risk to try and then re-evaluate after performance history is available.

RECOMMENDED MOTION(S): Move to authorize staff to enter into an agreement with CityHive for e-commerce services for Top Valu Liquor.

ATTACHMENT(S): None

AGENDA SECTION	CONSENT
MEETING DATE	DECEMBER 12, 2022

ITEM:	Adopt Resolution 2022-108 Establishing Senior Citizens or Retired and Disabled Persons Hardship Special Assessment Deferral										
DEPARTMENT: Public Works		BY/DATE: Kevin Hansen / November 17, 2022									
<p>CITY STRATEGY: <i>(please indicate areas that apply by adding a bold "X" in front of the selected text below)</i></p> <table> <tr> <td><input type="checkbox"/> Safe Community</td> <td><input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel</td> </tr> <tr> <td><input type="checkbox"/> Economic Strength</td> <td><input type="checkbox"/> Excellent Housing/Neighborhoods</td> </tr> <tr> <td><input checked="" type="checkbox"/> Equity and Affordability</td> <td><input type="checkbox"/> Strong Infrastructure/Public Services</td> </tr> <tr> <td><input type="checkbox"/> Opportunities for Play and Learning</td> <td><input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population</td> </tr> </table>				<input type="checkbox"/> Safe Community	<input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel	<input type="checkbox"/> Economic Strength	<input type="checkbox"/> Excellent Housing/Neighborhoods	<input checked="" type="checkbox"/> Equity and Affordability	<input type="checkbox"/> Strong Infrastructure/Public Services	<input type="checkbox"/> Opportunities for Play and Learning	<input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population
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<input type="checkbox"/> Opportunities for Play and Learning	<input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population										

BACKGROUND: In 1982 the City Council adopted a resolution allowing the deferral of assessments for senior citizens and disabled persons. The resolution established eligibility criteria including a maximum income. The income level is updated annually by resolution.

STAFF RECOMMENDATION: The attached resolution retains the criteria in the 2022 resolution and updates the previous income eligibility amount of \$41,800. The 2023 income eligibility amount is \$45,300, which is the same dollar amount used for reduced rates for senior citizens utility bills.

RECOMMENDED MOTION(S):
<p>MOTION: Move to waive the reading of Resolution No. 2022-108 there being ample copies available to the public.</p> <p>MOTION: Move to adopt Resolution No. 2022-108 being a resolution establishing a new maximum income of \$45,300 for Senior or Retired and Disabled Persons to be eligible for special assessment deferral.</p>

ATTACHMENT(S): Resolution 2022-108

RESOLUTION NO. 2022-108

A resolution of the City Council for the City of Columbia Heights, Minnesota,

WHEREAS, immediate payment of special assessments or installments on special assessments cast an undue hardship on some persons owning homestead properties who are 65 years of age or older or retired by virtue of a permanent and total disability for whom it would be a hardship to make payments, and

WHEREAS, Minnesota Statutes 435.193 – 435.195 makes it possible for a home rule charter city to pass a resolution establishing standards and guidelines for determining the existence of a hardship and for determining the existence of a disability.

Now, therefore, in accordance with the foregoing, and all ordinances and regulations of the City of Columbia Heights, the City Council of the City of Columbia Heights makes the following:

FINDINGS OF FACT

1. This deferral procedure shall apply only to assessments which are payable in five or more annual installments.
2. This deferral procedure shall apply only to property owned and occupied by the elderly, retired, or disabled applicant. Ownership and occupancy must be the same nature as would qualify the applicant for a homestead exemption for tax purposes.
3. This deferral procedure shall apply only to homestead property owned by a person 65 years of age or older or retired by virtue of a permanent and total disability for whom it would be a hardship to make payments. Permanent and total disability shall have the same definition for purposes of assessment deferral as is used for social security purposes.
4. This deferral procedure shall not be construed as to prohibit the determination of hardship on the basis of exceptional and unusual circumstances not covered by the standards and guidelines herein so long as determination is made in a nondiscriminatory manner and does not give the applicant an unreasonable preference or advantage over other applicants.
5. In order to obtain a deferral of an assessment, the homeowner must make application on the forms prescribed by the City Clerk.
6. The option of the homeowner to defer the payment of special assessments shall terminate and all amounts accumulated plus applicable interest shall become due and payable upon the occurrence of any of the following events:
 - a. the death of the owner, provided that the spouse is not otherwise eligible for benefits hereunder;
 - b. the sale, transfer or subdivision of the property or any part thereof;
 - c. if the property should for any reason lose its homestead status; or
 - d. if for any reason the City shall determine that there would be no hardship to require immediate or partial payment.

7. No deferral may be granted unless the homeowner makes application to the City Clerk within thirty (30) days after adoption of the assessment by the Council.
8. The deferral shall apply to only 50% of the annual installment payment. If the 50% is not paid in a timely manner, the balance of the annual installment along with all future installments shall become immediately due and payable.
9. No deferral shall be granted to any owner who has a gross annual household income from all sources in excess of \$45,300.
10. No deferral may be continued from year to year unless the owner shall file a renewal application before September 15th of each year.
11. No special assessment may be deferred for a period longer than the time set by the Council as the time over which the project is to be assessed.
12. Interest on deferred assessments shall be at the rate set by the Council in its resolution adopting the assessment roll, and such interest shall be added to the amount deferred and shall be paid in accordance with Minnesota Statute 435.195 and this Resolution.

ORDER OF COUNCIL

Passed this 12th day of December 2022

Offered by:

Seconded by:

Roll Call:

Amáda Márquez Simula, Mayor

Attest:

Sara Ion, City Clerk/Council Secretary

AGENDA SECTION		CONSENT
MEETING DATE		DECEMBER 12, 2022
ITEM:	Approve Resolution 2022-117 Supporting a 2022 Active Transportation Infrastructure Program Grant Application	
DEPARTMENT: Public Works		BY/DATE: Kevin Hansen/December 2, 2022
CITY STRATEGY: <i>(please indicate areas that apply by adding a bold "X" in front of the selected text below)</i> <div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;">_ Safe Community</div> <div style="width: 50%;">_ Diverse, Welcoming "Small-Town" Feel</div> <div style="width: 50%;">_ Economic Strength</div> <div style="width: 50%;">_ Excellent Housing/Neighborhoods</div> <div style="width: 50%;">_ Equity and Affordability</div> <div style="width: 50%;">X Strong Infrastructure/Public Services</div> <div style="width: 50%;">_ Opportunities for Play and Learning</div> <div style="width: 50%;">_ Engaged, Multi-Generational, Multi-Cultural Population</div> </div>		

BACKGROUND: City staff has investigated the Minnesota Active Transportation (AT) Infrastructure grant program recently promulgated. The program, which provides grant funding for the construction of pedestrian and bicycle infrastructure projects, was established by the Minnesota Legislature in 2017. There is currently a total of \$3.5 million available for infrastructure projects across the state in 2023 or 2024.

Building infrastructure that encourages and provides opportunities for walking and biking within the community and making connections to destinations outside of the city is a priority for Columbia Heights. Through the AT grant application, City staff is proposing to build a paved shared use path on 44th Avenue from Main Street to Central Avenue. This new path will provide a safe facility for non-motorized traffic on an important east-west route through the city. The new path will also connect the community to other destinations and regional trails such as the Mississippi River Regional Trail which provides a link through the cities of Coon Rapids, Fridley, and Columbia Heights and connects into the City of Minneapolis' St. Anthony Parkway system. Anoka County has also been awarded regional solicitation funding for a bike/ped trail on the 44th Avenue Bridge which will further bolster a safe non-motorized connection. The AT grant application deadline is December 30th.

The total amount that will be requested within the AT grant application is \$500,000. No local match for this funding is required. Grants are paid on a reimbursable basis which means the City will be required to finance 100% of the project up front and will then be reimbursed through State Aid pay requests after the project is complete. Award letters for the projects selected for funding are anticipated to be distributed by the end of March 2023.

STAFF RECOMMENDATION: Staff recommends approving the attached resolution supporting the application for a MnDOT Active Transportation Infrastructure Program Grant.

RECOMMENDED MOTION(S):
MOTION: Move to waive the reading of Resolution 2022-117, there being ample copies available to the public. MOTION: Move to adopt Resolution 2022-117 being a resolution in support of the 2022 MnDOT Active Transportation Infrastructure Program Grant application for construction of a shared use path on 44 th Avenue from Main Street to Central Avenue.

A resolution of the City Council for the City of Columbia Heights, Minnesota authorizing a 2022 Active Transportation Infrastructure Program grant application for construction of a shared use path on 44th Avenue from Main Street to Central Avenue.

WHEREAS, the proposed shared use path will provide non-motorized infrastructure to encourage walking and biking within the community and also to provide safe connections to other destinations and regional trails outside of the City; and,

WHEREAS, the City represents that this project meets the requirements of the Active Transportation Infrastructure Program grant thereby allowing the project to receive Active Transportation Infrastructure Program grant funding; and,

WHEREAS, the City has the necessary capabilities to adequately develop and construct this bicycle/pedestrian transportation improvement; and,

WHEREAS, the City of Columbia Heights has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure matching funds; and,

WHEREAS, the City agrees to comply with all applicable laws, regulations, and requirements as stated in the notice of funding and a future grant agreement.

Now, therefore, in accordance with the foregoing, and all ordinances and regulations of the City of Columbia Heights, the City Council of the City of Columbia Heights makes the following:

FINDINGS OF FACT

1. The Council adopts this resolution in support of a 2022 Active Transportation Infrastructure Program grant application for construction of a shared use path on 44th Avenue from Main Street to Central Avenue.
2. The Council authorizes staff to apply for and execute the use of funding from the Active Transportation Infrastructure Program for construction of a shared use path on 44th Avenue from Main Street to Central Avenue.

ORDER OF COUNCIL

Passed this 12th day of December 2022

Offered by:

Seconded by:

Roll Call:

Attest:

Amáda Márquez Simula, Mayor

Sara Ion, City Clerk/Council Secretary

AGENDA SECTION	CONSENT
MEETING DATE	DECEMBER 12, 2022

ITEM:	Approve Change Order No. 1 for Zones 6 & 7 Street Rehabilitation, Project 2202; 47th Avenue Mill & Overlay, Project 2206; and Gould Avenue Street Rehabilitation, Project 2208									
DEPARTMENT: Public Works	BY/DATE: Kevin Hansen 12/5/22									
<p>CITY STRATEGY: <i>(please indicate areas that apply by adding a bold "X" in front of the selected text below)</i></p> <table border="0"> <tr> <td><input type="checkbox"/> Safe Community</td> <td><input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel</td> </tr> <tr> <td><input type="checkbox"/> Economic Strength</td> <td><input type="checkbox"/> Excellent Housing/Neighborhoods</td> </tr> <tr> <td><input type="checkbox"/> Equity and Affordability</td> <td><input checked="" type="checkbox"/> Strong Infrastructure/Public Services</td> </tr> <tr> <td><input type="checkbox"/> Opportunities for Play and Learning</td> <td><input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population</td> </tr> </table>			<input type="checkbox"/> Safe Community	<input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel	<input type="checkbox"/> Economic Strength	<input type="checkbox"/> Excellent Housing/Neighborhoods	<input type="checkbox"/> Equity and Affordability	<input checked="" type="checkbox"/> Strong Infrastructure/Public Services	<input type="checkbox"/> Opportunities for Play and Learning	<input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population
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<input type="checkbox"/> Opportunities for Play and Learning	<input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population									

BACKGROUND: The contractor has substantially completed the Zone 6 and 7 Street Rehabilitation, 47th Avenue Mill and Overlay, and Gould Avenue Street Rehabilitation.

STAFF RECOMMENDATION: The change order represents additional work required to complete the project along with other items that were added to the contract by Engineering staff. The work that was added to the contract includes additional concrete alley removal and replacement on the south side of 43rd Avenue between 4th Street and 5th Street to correct concrete that was failing and to replace poor base material, street rehabilitation work on Gould Avenue from Central Avenue to Peters Place to address pavement conditions impacted by sanitary sewer work on Central Avenue and the new Alatus/City Hall development as well as the need to widen the roadway to allow parking on both sides of Gould Avenue, and additional subgrade correction work on 42nd Avenue from Washington Street to Quincy Street due to poor base material and thinner pavement thicknesses that were discovered during roadway reclamation. The project and change order items are listed below. Additional details and quantities are included with the attached change order.

Project 2202: Zone 6 and & 7 Street Rehabilitation

- Removal and replacement of a portion of the concrete alley on the south side of 43rd Avenue between 4th Street and 5th Street was added to the project and completed by Valley Paving who was originally hired to complete the Zone 6 and 7 street rehabilitation work.
- Subgrade correction to replace substandard base material within the alley off of 43rd Avenue.
- Installation of reinforcement bars within the concrete alley pavement off of 43rd Avenue to increase strength.
- Change full depth reclamation of 42nd Avenue from Washington Street to Quincy Street to bituminous removal and reconstruction due to the lack of aggregate material that was discovered which prevented the ability to reclaim the material.
- Additional bituminous pavement removal, common excavation, and tolerancing/grading of material was needed on 42nd Avenue.

Project 2206: 47th Avenue Mill and Overlay

- Scope for Project 2206 did not change from original proposal.
- Based on field conditions, additional concrete work and bituminous milling and paving was requested

Project 2208: Gould Avenue Street Rehabilitation

- Engineering staff asked Valley Paving who was completing the Zone 6 and 7 street rehabilitation work to also complete a full depth reclamation of Gould Avenue from Central Avenue to Peters Place.
- Bituminous paving was completed.
- Turf establishment of boulevard areas on the south side of Gould Avenue.
- Crosswalk striping at intersection of Gould Avenue and Central Avenue.

RECOMMENDED MOTION(S):

MOTION: Move to approve contract Change Order No. 1 for Zones 6 & 7 Street Rehabilitation, Project 2202; 47th Avenue Mill & Overlay, Project 2206; and Gould Avenue Street Rehabilitation, Project 2208; to Valley Paving in the amount of \$208,743.88 for a new contract amount of \$1,936,976.30.

ATTACHMENT: Change Order No. 1

CHANGE ORDER 1**Project: 2022 Street Rehabilitation****City Projects: 2202, 2206, and 2208**

Owner: City of Columbia Heights 637 - 38th Avenue NE Columbia Heights, MN 55421 Contractor: Valley Paving 8800 13th Ave E Shakopee, MN 55379	Date of Issuance: December 5, 2022 Engineer: City Engineer
You are directed to make the following changes in the Contract Documents. Description: Change in original contract price to compensate for additional work added to the contract by the City along with changes in quantities discovered during construction. Purpose of Change Order: The contract has been modified to include the following:	
CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price: \$1,728,232.42	Original Contract Time: Substantially complete by September 30, 2022
Addition to the contract approved by Council: \$0.00	Net Change from Previous Change Order:
Contract Price Prior to this Change Order: \$1,728,232.42	Contract Time Prior to this Change Order: Substantially complete by September 30, 2022
Net increase of this Change Order: \$208,743.88	Net Increase (Decrease) of Change Order: +34 Days
Contract Price with all Approved Change Orders: \$1,936,976.30	Contract Time with Approved Change Orders: Substantially complete by November 3, 2022
Approved By: _____ City Engineer	Approved By: _____ Contractor

City Manager Kelli Bourgeois_____
Mayor Amáda Márquez Simula_____
Date of Council Action

Project: 2022 Zone 6 and 7 Street Rehabilitation
 47th Avenue MSA Mill and Overlay
 Gould Avenue Street Rehabilitation

Description of Changes:

The following are additions, changes, or modifications to Projects 2202, 2206, and 2208 as directed by Staff:

2202 - ZONE 6 AND ZONE 7 STREET REHABILITATION

<u>NO.</u>	<u>ITEM</u>	<u>UNIT</u>	<u>QUANTITY</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1	Removal and replacement of portion of concrete alley off of 43rd Ave between 4th St and 5th St	Lump Sum	1.00	\$ 18,491.00	\$ 18,491.00
2	Subgrade correction for alley off of 43rd Ave	Lump Sum	1.00	\$ 5,275.00	\$ 5,275.00
3	Reinforcement bars for new concrete alley pavement off of 43rd Ave	Lump Sum	1.00	\$ 3,479.00	\$ 3,479.00
4	Bit pavement removal, common ex, reconstruction, tolerancing/grading on 42nd Ave from Washington St to Quincy St	Lump Sum	1.00	\$ 49,623.33	\$ 49,623.33
TOTAL 2202 CHANGE ORDER:					\$ 76,868.33

2206 - MUNICIPAL STATE AID 47TH AVENUE MILL AND OVERLAY

<u>NO.</u>	<u>ITEM</u>	<u>UNIT</u>	<u>QUANTITY</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1	Additional concrete, bit milling and paving work	Lump Sum	1.00	\$ 19,089.83	\$ 19,089.83
TOTAL 2206 CHANGE ORDER:					\$ 19,089.83

2208 - GOULD AVE STREET REHABILITATION

<u>NO.</u>	<u>ITEM</u>	<u>UNIT</u>	<u>QUANTITY</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1	Mobilization	Lump Sum	1.0	\$ 14,220.00	\$ 14,220.00
2	Pavement Removals	Lump Sum	1.0	\$ 7,613.55	\$ 7,613.55
3	FDR of Gould Ave	Lump Sum	1.0	\$ 15,192.04	\$ 15,192.04
4	MH Castings and Utility Adjustments	Lump Sum	1.0	\$ 24,430.00	\$ 24,430.00
5	Bituminous Paving	Lump Sum	1.0	\$ 44,913.97	\$ 44,913.97
6	Turf Establishment	Lump Sum	1.0	\$ 5,753.36	\$ 5,753.36
7	Striping	Lump Sum	1.0	\$ 662.80	\$ 662.80
TOTAL 2208 CHANGE ORDER:					\$ 112,785.72

SUMMARY:

2202 CO - ZONE 6 AND ZONE 7 STREET REHABILITATION	\$ 76,868.33
2206 CO - MUNICIPAL STATE AID 47TH AVENUE MILL AND OVERLAY	\$ 19,089.83
2208 CO - GOULD AVE STREET REHABILITATION	\$ 112,785.72

TOTAL CHANGE ORDER **\$ 208,743.88**

AGENDA SECTION	CONSENT
MEETING DATE	DECEMBER 12, 2022

ITEM:	Approve Amendment #1 to the Existing Tower Lease Agreement with Verizon Wireless										
DEPARTMENT: Public Works		BY/DATE: Kevin Hansen 12/2/22									
<p>CITY STRATEGY: <i>(please indicate areas that apply by adding a bold "X" in front of the selected text below)</i></p> <table> <tr> <td><input type="checkbox"/> Safe Community</td> <td><input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel</td> </tr> <tr> <td><input type="checkbox"/> Economic Strength</td> <td><input type="checkbox"/> Excellent Housing/Neighborhoods</td> </tr> <tr> <td><input type="checkbox"/> Equity and Affordability</td> <td><input checked="" type="checkbox"/> Strong Infrastructure/Public Services</td> </tr> <tr> <td><input type="checkbox"/> Opportunities for Play and Learning</td> <td><input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population</td> </tr> </table>				<input type="checkbox"/> Safe Community	<input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel	<input type="checkbox"/> Economic Strength	<input type="checkbox"/> Excellent Housing/Neighborhoods	<input type="checkbox"/> Equity and Affordability	<input checked="" type="checkbox"/> Strong Infrastructure/Public Services	<input type="checkbox"/> Opportunities for Play and Learning	<input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population
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BACKGROUND: Verizon Wireless currently leases space at the Municipal Service Center for a PCS antenna facility. The current 5-year term of the lease expires on May 31, 2023. The renewable term of the lease allows for four (4) additional 5-year terms. Amendment #1 extends this lease for another five years. The renewable term of Amendment #1 also automatically extends the lease for six additional terms of five years.

Verizon Wireless initiated conversations with Public Works staff to reduce the cost of the existing ground lease and Public Works staff performed a review of the existing Verizon Wireless ground lease at the Municipal Service Center. After reviewing current prices and market rates for ground lease space it was determined the existing lease terms were out of line with the market. Public Works staff proposed a lease rate and terms that were more favorable to the City than what Verizon had originally offered. Verizon accepted the City's terms and drafted the lease amendment with the following terms. Beginning on 06/01/2023 the annual rent will be \$19,965.00 to be paid annually. The annual rent will increase 2% annually beginning on June 1, 2024.

STAFF RECOMMENDATION: Staff recommends approving Amendment #1 to the Verizon Wireless tower lease agreement.

RECOMMENDED MOTION(S):
<p>MOTION: Move to approve Amendment #1 to the existing tower lease agreement with Verizon Wireless for the use of designated space at the Municipal Service Building, 637 38th Avenue (rear lot).</p>

ATTACHMENT: Lease Amendment #1

FIRST AMENDMENT TO LAND LEASE AGREEMENT

This First Amendment to Land Lease Agreement (“First Amendment”) is made, and shall be effective, as of the last date of the signatures below (“Effective Date”), between City of Columbia Heights, a Minnesota municipal corporation (“LESSOR”), and Celco Partnership d/b/a Verizon Wireless (“LESSEE”). LESSOR and LESSEE (or their predecessors in interest) entered into that certain Land Lease Agreement dated June 19, 2008, as may have been previously amended and/or assigned, (the “Agreement”), pursuant to which LESSEE is leasing or licensing from LESSOR a portion of that certain property located at 637 38th Avenue Northeast, in the City of Columbia Heights, County of Anoka, State of Minnesota, as more particularly described in the Agreement. LESSOR and LESSEE may be referenced in this First Amendment individually as a “Party” or collectively as the “Parties.”

In consideration of the mutual covenants and promises contained in this First Amendment, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties agree to amend the Agreement as follows:

1. Term. Notwithstanding anything contained in the Agreement to the contrary, the current term of the Agreement shall expire on 05/31/2023. Commencing on 06/01/2023, the Lease shall be extended for 5 years (“Initial Extension Term”). The term of the Agreement shall thereafter automatically extend for 6 additional terms of 5 years each (each, an “Additional Extension Term”), unless LESSEE terminates the Agreement by giving LESSOR notice of such termination at least 30 days prior to the expiration of the Initial Extension Term or then-current Additional Extension Term.

2. Rent. Commencing on 06/01/2023, the annual rent shall be \$19,965.00 to be paid annually, in advance, to LESSOR, or such other person as LESSOR may designate in writing at least 30 days in advance of any rental payment date. Beginning on 06/01/2024, the annual rent shall increase by 2% over the annual rent then in effect and by 2% over the then current annual rent on each one year anniversary of 06/01/2024 thereafter.

3. Holdover. Notwithstanding anything contained in the Agreement to the contrary, the Parties agree that a holding over beyond the expiration or termination of the Agreement shall operate as an extension of the Agreement from month-to-month only (the “Holdover Period”), with rent due monthly in an amount equaling the monthly rent applicable during the month immediately preceding such expiration or earlier termination. Either Party may terminate the Agreement at the end of any month during the Holdover Period by providing 30 days written notice.

4. Rent Credit. This First Amendment provides for a reduction in rent, effective 06/01/2023. The Parties acknowledge and agree that LESSEE shall be entitled to a credit in the event of any overpayment of rent resulting from said reduction in rent. Such credit shall be applied against LESSEE’s rent due under the Agreement.

5. Continued Effect. Except as amended hereby, all of the other terms and conditions of the Agreement shall remain in full force and effect. In the event of a conflict between any term and provision of the Agreement and this First Amendment, the terms and

provisions of this First Amendment shall control. In addition, except as otherwise stated in this First Amendment, all initially capitalized terms shall have the same respective defined meaning stated in the Agreement. All captions are for reference purposes only and shall not be used in the construction or interpretation of this First Amendment.

6. Ratification and Reaffirmation. LESSOR and LESSEE do hereby ratify, reaffirm, adopt, contract for and agree to be, or continue to be, bound by all of the terms and conditions of the above-referenced Agreement. Except as modified by this First Amendment, all of the terms and conditions of the Agreement are incorporated by reference herein as if set forth at length. It is acknowledged and agreed that the execution of this First Amendment by the Parties is not intended to and shall not constitute a release of either Party from any obligation or liability which said Party has to the other pursuant to the Agreement.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, the authorized representatives of the Parties hereto execute this First Amendment below, intending to be bound.

LESSOR:

**City of Columbia Heights,
a Minnesota municipal corporation**

By: _____
Name: _____
Title: _____
Date: _____

LESSEE:

Cellco Partnership d/b/a Verizon Wireless

By: _____
Name: Sergei Mislevy
Title: Executive Director-Network Reg/RE
Date: _____

AGENDA SECTION	CONSENT
MEETING DATE	DECEMBER 12, 2022

ITEM:	Compost Cart Services Contract with Haul Star LLC		
DEPARTMENT: Public Works		BY/DATE: Jesse Davies, Kevin Hansen/ December 2, 2022	
CITY STRATEGY: <i>(please indicate areas that apply by adding a bold “X” in front of the selected text below)</i>			
<input type="checkbox"/> Safe Community		<input type="checkbox"/> Diverse, Welcoming “Small-Town” Feel	
<input type="checkbox"/> Economic Strength		<input type="checkbox"/> Excellent Housing/Neighborhoods	
<input checked="" type="checkbox"/> Equity and Affordability		<input type="checkbox"/> Strong Infrastructure/Public Services	
<input type="checkbox"/> Opportunities for Play and Learning		<input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population	

BACKGROUND: The City uses a residential compost (mixed food organics and yard waste) cart primarily to collect organics curbside, but users of the cart have the added benefit to also throw yard waste into the cart. The service is optional, properties must request the cart through the City and are charged a fee for the additional service. Multifamily buildings can order a compost cart as well.

The current refuse hauling contract ends December 31, 2022. Although a two-year extension is provided in the contract, staff notified our current hauler, Waste Management, that a new RFP would be issued early in 2022. The first step was to review/update the Solid Waste Operating Policy, also known as the SWOP, as it is the primary document that provides policy guidance for creating service vendor RFPs to perform the work as directed. The SWOP was reviewed and approved by the City Council in February.

An RFP was prepared by staff for trash, recycling, yard waste, organics, and bulk services for the City of Columbia Heights. The RFP was prepared so vendors could respond to a single service or any one of the services for the city.

Due to ongoing service issues with Waste Management, staff was able to find other contractors to perform other refuse services such as yard waste (Better Futures), bulky materials (College Hunks), and compost carts (Haul Star). In our review of the work by Haul Star, they were providing a high level of service using rear load trucks, which are necessary to service our alleys.

We thank Specialized Environmental Technologies (the composter) for allowing the City to continue using a compost cart for mixed food organics and yard waste for another year.

A separate contract has been prepared with Haul Star LLC for compost cart services; and is attached.

STAFF RECOMMENDATION: Staff recommends approving the contract with Haul Star LLC for providing compost cart services to the City for another year.

RECOMMENDED MOTION(S):

MOTION: Move to approve a compost cart service contract with Haul Star LLC of Blaine, MN; and authorize the Mayor and City Manager to enter into a contract for the same.

ATTACHMENT: Compost Cart Services Contract

City of Columbia Heights Compost Cart (mixed food organics & yard waste) Collection and Hauling Services Contract

Table of Contents:

- 1. OVERVIEW:**
- 2. DEFINITIONS:**
- 3. GENERAL REQUIREMENTS:**
- 4. OTHER REQUIREMENTS:**
- 5. FAILURE TO PERFORM/TERMINATION INFORMATION:**
- 6. LEGAL AND INSURANCE REQUIREMENTS:**
- 7. PRICE SHEET:**

1. **OVERVIEW:** This Agreement is by and between the City of Columbia Heights, Minnesota (the "City) and _____ ("Contractor"). The length of this contract shall begin January 1st, 2023 and expire on March 31st, 2024. As authorized by CITY OF COLUMBIA HEIGHTS, MINNESOTA CODE OF ORDINANCES CHAPTER 4: MUNICIPAL SERVICES, ARTICLE VII: GARBAGE AND RECYCLING SERVICES and further detailed in the SOLID WASTE OPERATING POLICY.

2. DEFINITIONS:

Refer to: SWOP (Solid Waste Operating Policy)

3. GENERAL REQUIREMENTS:

- 3.1. **Primary tasks:** The city uses a residential compost (mixed food organics and yard waste) cart primarily to collect organics curbside, but users of the cart have the added benefit to also throw yard waste into the cart as well. The service is optional, and properties must request the cart through the City and will be charged a fee for the additional service. Multifamily buildings can order a cart as well.
 - 3.1.1. The carts will be emptied weekly during the yard waste season and every-other-week in the winter (December through March). Services are to be completed on scheduled service day and if not done Liquidated Damages and Failure to Perform clauses (paragraph 5) may be enacted.
 - 3.1.2. Carts will be emptied in the alleys (if one available) during the winter and curbside during the yard waste season. The City allows exemptions for year-round alley service due to

certain lot layouts. Multifamily buildings will be emptied from their designated refuse spot. Provide “walkup” service to the elderly and disabled.

3.1.3. Per Specialized Environmental Technologies (the composter) rules, only empty the contents of the compost cart and do not mix extra bags or bundles of yard waste on the same truck load. The hauler should not empty overly contaminated (with non-organic or woody material) containers and will need to notify the property and City why the compost cart was not emptied.

3.1.4. Material will be transported to Malcolm Transfer Station where the City has an account and will pay tipping fees directly to the composter. Contractor must notify the City if emptying non-contracted carts on the “city” load and rebate the city for tipping fees.

3.1.5. The City will provide the cart through our cart handling service provider.

3.1.6. Contractor shall also pickup material that has fallen out of containers when handling them.

3.2. **Billing:**

3.2.1. Contractor shall bill the City directly for the compost services monthly.

3.2.2. The City will only pay the service/disposal charges (as noted on price sheet) plus a fuel surcharge and any applicable taxes, but will not pay any other fees or charges.

4. **OTHER REQUIREMENTS:**

4.1.1. **Customer Service:** The City will conduct most CS tasks and relay issues to contractor to discuss with property. Contractor will notify the city if unable to complete a service for multiple days or of any mass delays, and the City will in turn notify affected properties.

4.1.2. **Records:** Contractor will maintain service records on each property. Haulers will provide monthly tonnage and customer service reports, plus any other reports or information as requested by the City.

4.1.3. **Audits.** The City will conduct audits of service/billing records regularly. The City may also schedule a disposal audit, if it deems necessary, to track all materials and disposal location/processes etc. the contractor will pay for the audit if issues are noted.

4.1.4. **Subcontracting** is generally not allowed, and it must be approved by the City.

5. **FAILURE TO PERFORM/TERMINATION INFORMATION:**

5.1. **Liquidated Damages/Failure to Perform:** A “liquidated damage” (financial penalty) process is included for poor performance issues that may arise and be assessed to the contractor.

5.1.1. Failure to respond to legitimate service complaints, or city requests for information required to be provided under this agreement within 24 hours in a reasonable and professional manner - fifty dollars (\$50) per incident.

5.1.2. Failure to collect services for a property on scheduled day-fifteen dollars (\$15) per incident. Contractor will have a 24-hour grace period to complete when notified of issue before taking effect.

5.1.3. Failure to collect services for multiple properties on scheduled day, or multiple missed services at one location - one hundred and fifty dollars (\$150) per incident. If City and properties are notified a 24-hour grace period is granted before taking effect.

5.1.4. Failure to collect entire daily route of services on schedule – five hundred dollars (\$500) per incident. If City and properties are notified a 48-hour grace period is granted before taking effect.

5.1.5. Failure to clean up spills during Collection operations - three hundred fifty dollars (\$350) per incident.

5.2. **Force Majeure** - Whenever a period of time is provided for in this Agreement for either the City or Contractors to do or perform any act or obligation, neither party shall be liable for any delays or inability to perform due to causes beyond the control of said party such as terrorist act, war, riot, unavoidable casualty or damage to personnel, materials or equipment, fire, flood, storm, earthquake, tornado or any act of God, strike or lockout other than their own strike or lockout. The time period for the performance in question shall be extended for only the actual amount of time said party is so delayed.

5.3. Termination.

5.3.1. The City can terminate this Agreement if Contractor violates the terms of this Agreement, if such violation has occurred a second time (after a Failure to Perform notice was sent for the first offense). The City will notify contractor in writing of the repeating conditions leading to the termination actions. In the event these services are not performed or are underperformed, the City may invoice the contractor for all reasonable expenses the City incurs above and beyond the amounts the City is obligated to pay for such services under this Agreement or, the City may, utilize the Performance Bond for such expenses until a new contract is executed by the City, but no longer than the term of current contract.

5.3.2. The City may also terminate this Agreement if Contractor fails to maintain County permits required to collect and transport MSW and/or Recyclables.

6. LEGAL AND INSURANCE REQUIREMENTS:

6.1. **Binding Effect.** The terms, covenants, and conditions of this Agreement shall apply to, and shall bind and inure to the benefit of the parties, their successors, and assigns.

6.2. **Waste Handling Responsibilities:** Upon collection of the refuse by the Contractor, the solid waste becomes the property and responsibility of the Contractor. Operations must comply with MN Statutes concerning solid waste handling regulations, plus the Anoka County Solid Waste Management Plan, and be acceptable to the City. Proposers must be licensed by Anoka County and the State of MN before award of contract.

6.3. **Insurance:** Contractor's insurance must indemnify the City from accidents or problems caused by contractor operations.

6.4. **Bond:** Contractor must file a performance bond with the City prior to contract award.

6.5. **Data Practices.** Contractor agrees to comply with the Minnesota Government Data Practices Act and all other applicable state and federal laws relating to data privacy or confidentiality. Contractor must immediately report to the City any requests from third parties for information relating to this Agreement. Contractor agrees to hold the City, its officers, and employees harmless from any claims resulting from Contractor's unlawful disclosure or use of data protected under state and federal laws.

7. PRICE SHEET:

The city will pay contractor \$20,568 per month through March of 2024 plus a fuel surcharge when applies see below

Fuel/Energy Surcharge Table

Price of Diesel Fuel Per Gallon Exceeds	\$5.50	\$6.00	\$6.50	\$7.00	\$7.50
Surcharge % Applied to Invoice	1%	2%	3%	4%	5%

8. Authorized Signatories: Owner and Contractor hereby agree to the Terms stipulated in this contract.

Owner:

City of Columbia Heights, Minnesota

By:

Kelli Bourgeois, City Manager

By:

Amáda Márquez Simula, Mayor

Attest:

Title:

Contractor:

By:

(individual's signature)

Date:

(date signed)

Name:

Title:

(If CONTRACTOR is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest:

(individual's signature)

Title:

(typed or printed)

AGENDA SECTION	CONSENT
MEETING DATE	DECEMBER 12, 2022

ITEM:	Final Payment for 2021 Water Main Improvements, Project Number 2103										
DEPARTMENT: Public Works		BY/DATE: Kevin Hansen / December 6, 2022									
<p>CITY STRATEGY: <i>(please indicate areas that apply by adding a bold "X" in front of the selected text below)</i></p> <table> <tr> <td><input type="checkbox"/> Safe Community</td> <td><input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel</td> </tr> <tr> <td><input type="checkbox"/> Economic Strength</td> <td><input type="checkbox"/> Excellent Housing/Neighborhoods</td> </tr> <tr> <td><input type="checkbox"/> Equity and Affordability</td> <td><input checked="" type="checkbox"/> Strong Infrastructure/Public Services</td> </tr> <tr> <td><input type="checkbox"/> Opportunities for Play and Learning</td> <td><input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population</td> </tr> </table>				<input type="checkbox"/> Safe Community	<input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel	<input type="checkbox"/> Economic Strength	<input type="checkbox"/> Excellent Housing/Neighborhoods	<input type="checkbox"/> Equity and Affordability	<input checked="" type="checkbox"/> Strong Infrastructure/Public Services	<input type="checkbox"/> Opportunities for Play and Learning	<input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population
<input type="checkbox"/> Safe Community	<input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel										
<input type="checkbox"/> Economic Strength	<input type="checkbox"/> Excellent Housing/Neighborhoods										
<input type="checkbox"/> Equity and Affordability	<input checked="" type="checkbox"/> Strong Infrastructure/Public Services										
<input type="checkbox"/> Opportunities for Play and Learning	<input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population										

BACKGROUND: The contractor has completed the 2021 Water Main Improvements, City Project 2103. The work was comprised of water main replacement and restoration at the following locations:

Buchanan Street from 37th Avenue to 39th Avenue,
39th Avenue from Buchanan Street to 245' west of Johnson Street, and
Johnson Street from 37th Avenue to 39th Avenue.

STAFF RECOMMENDATION: Staff recommends acceptance of the work and final payment to Northdale Construction Company. The Engineer's Report of Final Acceptance is attached.

RECOMMENDED MOTION(S):
MOTION: Move to accept the work for 2021 Water Main Improvements, City Project Number 2103, and authorize final payment of \$19,534.23 to Northdale Construction Company, Inc. of Albertville, Minnesota.

ATTACHMENT(S): Engineer's Report of Final Acceptance

**CITY OF COLUMBIA HEIGHTS
ANOKA COUNTY, MINNESOTA**

ENGINEER'S REPORT OF FINAL ACCEPTANCE

2021 WATER MAIN IMPROVEMENTS, CITY PROJECT 2103

December 6, 2022

**TO THE CITY COUNCIL
COLUMBIA HEIGHTS, MINNESOTA**

HONORABLE MAYOR AND CITY COUNCIL MEMBERS:

This is to advise you that I have reviewed the work under contract to Northdale Construction Company, Inc. for 2021 Water Main Improvements, City Project 2103. Work was done at the following locations:

- Buchanan Street from 37th Avenue to 39th Avenue,
- 39th Avenue from Buchanan Street to 245' west of Johnson Street, and
- Johnson Street from 37th Avenue to 39th Avenue.

Work included removals, new water main and related water service construction, new granular subbase as needed, new aggregate base, concrete curb and gutter, bituminous and concrete surfacing, bituminous paving, and restoration. The contractor has completed the project in accordance with the contract.


It is recommended; herewith, that final payment be made for said improvements to the contractor in the amount as follows:

ORIGINAL CONTRACT PRICE	\$880,446.29
CHANGE ORDERS	\$ <u>0.00</u>
FINAL CONTRACT AMOUNT	\$880,446.29
 FINAL WORK APPROVED	 \$781,369.30
ALL PRIOR PAYMENTS	<u>(\$761,835.07)</u>
BALANCE DUE	\$ 19,534.23

Sincerely,

CITY OF COLUMBIA HEIGHTS

Kevin R. Hansen
City Engineer

 COLUMBIA -HEIGHTS- <small>REDISCOVER THE HEIGHTS</small>		AGENDA SECTION	CONSENT
		MEETING DATE	DECEMBER 12, 2022
ITEM:	Final Compensating Change Order and Payment for Central Avenue Sewer Manhole Improvements, City Project 2204		
DEPARTMENT: Public Works		BY/DATE: Kevin Hansen / December 2, 2022	
CITY STRATEGY: <i>(please indicate areas that apply by adding a bold “X” in front of the selected text below)</i>			
<input type="checkbox"/> Safe Community		<input type="checkbox"/> Diverse, Welcoming “Small-Town” Feel	
<input type="checkbox"/> Economic Strength		<input type="checkbox"/> Excellent Housing/Neighborhoods	
<input type="checkbox"/> Equity and Affordability		<input checked="" type="checkbox"/> Strong Infrastructure/Public Services	
<input type="checkbox"/> Opportunities for Play and Learning		<input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population	

BACKGROUND: In 2021 staff prioritized infrastructure under critical roadways for rehabilitation. The sanitary sewer system along Central Avenue was identified as being in need of repair because of poor condition, age, and capacity from the District 2 & 3 sewer models completed in 2021. The redevelopment of properties along Central Avenue and the future Bus Rapid Transit line planned for Central Avenue were also primary factors in choosing to rehabilitate the sanitary sewer. The rehabilitation of the sanitary sewer system will ensure its continued operation under a future Central Avenue corridor.

The work included the removal and replacement of 13 sanitary sewer manholes and lining of an additional five manholes. The original scope of work called for 20 manhole replacements. The bid cost submitted by Meyer Contracting, Inc. came in above the engineer's estimate. To reduce the cost of the project the construction boundary was moved from 45th Avenue to 44th Avenue. Work on Gould Avenue was added to the project to align with other work happening in the area and replace undersized sewer main with the addition of the Ratio Apartment building. In total, 825 linear feet of sanitary sewer main was replaced to repair existing damage and upsize pipe to handle larger capacity. The contract price after the reduction in the scope of work was \$1,793,701.94. The total cost of the project completed was slightly lower at \$1,767,160.51. To date, \$1,597,380.42 has been paid to Meyer Contracting, Inc.

Meyer Contracting, Inc. of Maple Grove MN has completed the work for Central Avenue Sewer Manhole Improvements, City Project 2104.

STAFF RECOMMENDATION: Staff recommends payment to Meyer Contracting, Inc. of Maple Grove, MN and acceptance of the work. The Engineer's Report of Final Acceptance is attached.

RECOMMENDED MOTION(S):
MOTION: Move to approve the Final Compensating Change Order and accept the work for Central Avenue Sewer Manhole Improvements, City Project 2204, and authorize final payment of \$169,780.09 to Meyer Contracting, Inc. of Maple Grove, MN.

ATTACHMENTS: Engineer's Report of Final Acceptance
Final Compensating Change Order and Contractor's Pay Request



Real People. Real Solutions.

7533 Sunwood Dr
Suite 206
Ramsey, MN 55303-5119

Item 16.

Ph: (763) 433-2851
Fax: (763) 427-0833
Bolton-Menk.com

December 6, 2022

Kevin Hansen, P.E.
Public Works Director/City Engineer
Public Works Department
637 38th Avenue NE
Columbia Heights, MN 55421

RE: Final Acceptance - Central Avenue Sewer Manhole Improvements
City Project No. 2204

Dear Mr. Hansen,

Bolton & Menk, Inc. has reviewed the work performed under the above-mentioned contract. Construction was performed and completed in substantial compliance with the approved contract plans, specifications, and change orders. The 1-year warranty period began after substantial completion, dated September 30, 2022.

Bolton & Menk, Inc. has reviewed Meyer Contracting's closeout documentation and recommends final acceptance of the Central Avenue Sewer Manhole Improvements Project.

If there are any questions related to the project, please call me at (651) 968-7760.

Sincerely,

Bolton & Menk, Inc.

Kevin P. Kielb, P.E.
Principal Engineer

Recommended by Engineer (if required)

By: Kevin P. Siell
Title: Project Manager
Date: 12/5/2022

City Manager Kelli Bourgeois

Mayor Amada Marquez-Simula

Date of Council Action

Description of Changes:

The following work additions or modifications were required:

- FPC1: Field verifications revealed the structure build heights of MH 36C02 and 36C07 were incorrectly shown on plans.
- WO1: Prior to preconstruction meeting, Meyer Contracting initiated a gopher1 call, locating small utilities in the corridor. Centurylink/Lumen located a ductbank on the eastern side of the corridor that they did not locate during design or provide utility maps to the Engineer
- WO2: A storm sewer pipe not shown on the plans was encountered. Contractor incurred additional costs for protecting the pipe.
- WO3: A water and gas service not shown on the plans was encountered near manhole 36B10. Contractor incurred additional costs for protecting the services.
- WO5: A water service not shown on the plans was encountered at 4111 Central Avenue. Contractor incurred additional costs for protecting the service.
- WO6: Field verifications revealed the structure pipe sizes into MH 36C07 were incorrectly shown. Contractor incurred additional costs for constructing the manhole.
- WO7: An “unlocatable” gas service, according to the locating company, not shown on the plans was encountered at 41st Avenue. Contractor incurred additional costs for protecting the service.
- WO8: Multiple gas services not shown on the plans were encountered near manhole 36C07. Contractor incurred additional costs for protecting the services.
- WO9: A water service not shown on the plans was encountered at manhole 35D48. Contractor incurred additional costs for protecting the service.


No.	Item Description	Unit	Unit Price	Quantity	Total
FPC1	MANHOLE BUILD REVISIONS	LS	\$3,135.10	1	\$3,135.10
WO1	UNFORESEEN LUMEN DUCT CONFLICTS	LS	\$14,954.08	1	\$14,954.08
WO2	UNFORESEEN STORM SEWER, GOULD ST.	LS	\$1,874.22	1	\$1,874.22
WO3	UNFORESEEN GAS/WATER SERVICE	LS	\$5,277.62	1	\$5,277.62
WO5	UNFORESEEN WATER, 4111 CENTRAL AVE	LS	\$1,963.92	1	\$1,963.92
WO6	MH 36C07 MODIFICATIONS	LS	\$2,166.03	1	\$2,166.03
WO7	UNFORESEEN GAS SERVICE 41 ST AVE	LS	\$2,968.56	1	\$2,968.56
WO8	UNFORESEEN GAS SERVICE 40 TH AVE	LS	\$6,843.60	1	\$6,843.60
WO9	UNFORESEEN WATER 39 TH AVE	LS	\$2,996.77	1	\$2,996.77
Work Orders Project 2204					\$42,179.90

CONTRACTOR'S PAY REQUEST		DISTRIBUTION:
CENTRAL AVENUE SEWER MANHOLE IMPROVEMENTS		CONTRACTOR (1)
CITY OF COLUMBIA HEIGHTS		OWNER (1)
CITY PROJECT NO. 2204		ENGINEER (1)
BMI PROJECT NO. 0R1.127381		BONDING CO. (1)
TOTAL AMOUNT BID		\$2,112,296.69
NET CHANGE BY APPROVED CHANGE ORDERS		(\$318,594.75)
CURRENT CONTRACT PRICE		\$1,793,701.94
TOTAL, COMPLETED WORK TO DATE		\$1,767,160.51
TOTAL, STORED MATERIALS TO DATE		\$0.00
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED		\$0.00
TOTAL, COMPLETED WORK & STORED MATERIALS		\$1,767,160.51
RETAINED PERCENTAGE (0%)		\$0.00
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)		\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE		\$1,767,160.51
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES		\$1,597,380.42
PAY CONTRACTOR AS ESTIMATE NO. 4 - FINAL		\$169,780.09

Certificate for Final Payment

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the amount for the Final Estimate, that the provisions of M. S. 290.92 have been complied with and that all claims against me by reason of the Contract have been paid or satisfactorily secured.

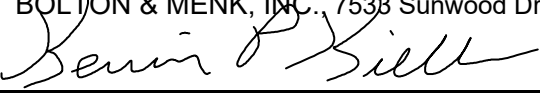
Contractor: Meyer Contracting, Inc.
11000 93rd Ave N
Maple Grove, MN 55369

By  Project Manager

Name Title

Date 12/6/22

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:
ENGINEER: BOLTON & MENK, INC., 753B Sunwood Drive NW, Suite 206, Ramsey, MN 55303

By , PROJECT MANAGER

Date 12/5/2022

APPROVED FOR PAYMENT
OWNER: CITY OF COLUMBIA HEIGHTS

By _____ Name Title Date

And _____ Name Title Date



CITY COUNCIL MEETING
City Hall—Council Chambers, 590 40th Ave NE
Tuesday, December 27, 2022
6:00 PM

AGENDA

Mayor
Amáda Márquez Simula
Councilmembers
John Murzyn, Jr.
Connie Buesgens
Nick Novitsky
Kt Jacobs
City Manager
Kelli Bourgeois

The City Council Meeting scheduled for Tuesday, December 27, 2022 at 6:00 pm has been canceled.

**CITY COUNCIL MEETING**

Item 18.

AGENDA SECTION	CONSENT
MEETING DATE	DECEMBER 12, 2022

ITEM:	Rental Occupancy Licenses for Approval	
DEPARTMENT: Fire		BY/DATE: Dan O'Brien, 12/12/22
CITY STRATEGY: <i>(please indicate areas that apply by adding a bold "X" in front of the selected text below)</i>		
<input type="checkbox"/> Safe Community <input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel		
<input type="checkbox"/> Economic Strength <input checked="" type="checkbox"/> Excellent Housing/Neighborhoods		
<input type="checkbox"/> Equity and Affordability <input type="checkbox"/> Strong Infrastructure/Public Services		
<input type="checkbox"/> Opportunities for Play and Learning <input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population		

BACKGROUND: Consideration of approval of attached list of rental housing license applications

RECOMMENDED MOTION:
MOTION: Move to approve the items listed for rental housing license applications for December 12, 2022, in that they have met the requirements of the Property Maintenance Code.

ATTACHMENT:
Rental Occupancy Licenses for Approval – 12-12-22



Rental Occupancy Licenses for Approval - 12-12-22

LICENSEE	LICENSE ADDRESS	LICENSE INFORMATION
Amundson, Daniel 10255 Quaker Ln N Maple Grove, MN 55369	4616 Taylor St NE Up/Down	22-0005336 Rental License [1 - 3 Units] Number of licensed units: 2 \$450.00
Atwood, Michael Goal Properties 1650 West End Blvd#100 Saint Louis Park, MN 55416	4446 Madison St NE	22-0005331 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
<i>*New License</i>		
Berg, Tea 3526 3rd St NE Minneapolis, MN 55418	4613 Taylor St NE 4615 Taylor NE St	22-0005825 License Transfer: Rental License Transfer Fee Number of licensed units: 2 \$25.00
Brass, Michael BRPII LLC 2025 4th St#106 White Bear Lake, MN 55110	4213 3rd St NE	22-0005172 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
Dela, Aren 12550 Zest Street NE Blaine, MN 55449	4945 5th St NE	22-0005350 Family Exempt Rental License Number of licensed units: 1 \$225.00
Florcza, Joseph HPA II Borrower 2021-1 LLC 6500 International Pkwy#1100 Plano, TX 75093	577 38th Ave NE	22-0005717 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
Humphries, Debra For Gods Glory, LLC 1161 Wayzata Blvd E#302 Wayzata, MN 55391	4255 Main St NE	22-0004633 Rental License [Over 3 Units] Number of licensed units: 6 \$382.00
Klum, Cynthia 1314 W Royal Oaks Dr Shoreview, MN 55126	3826 Stinson Blvd NE	22-0005621 Rental License [Over 3 Units] Number of licensed units: 17 \$624.00
Lang, Janet Assets 11 Units, LLC 6628 Pinnacle Dr Eden Prairie, MN 55346	4241 3rd St NE	22-0005562 Rental License [1 - 3 Units] Number of licensed units: 3 \$300.00
Lang, Xuyan Janet Assets 11 Units, LLC 6628 Pinnacle Dr Eden Prairie, MN 55346	4255 3rd St NE	22-0005661 Rental License [Over 3 Units] Number of licensed units: 4 \$338.00

LICENSEE**LICENSE ADDRESS****LICENSE INFORMATION***Item 18.*

Lang, Xuyan Janet
Assets 11 Units LLC
6628 Pinnacle Dr
Eden Prairie, MN 55346

4301 3rd St NE

22-0005662
Rental License [Over 3 Units]
Number of licensed units: 4
\$338.00

Wilson, Kelly
Belden River Properties LLC
3319 Belden Dr NE
Saint Anthony, MN 55418

4721 5th St NE

22-0005700
Rental License [1 - 3 Units]
Number of licensed units: 1
\$450.00

AGENDA SECTION	CONSENT AGENDA
MEETING DATE	DECEMBER 12, 2022

ITEM:	License Agenda.										
DEPARTMENT: COMMUNITY DEVELOPMENT		BY/DATE: Alicia Howe (December 7, 2022)									
<p>CITY STRATEGY: <i>(please indicate areas that apply by adding a bold "X" in front of the selected text below)</i></p> <table> <tr> <td><input checked="" type="checkbox"/> Safe Community</td> <td><input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel</td> </tr> <tr> <td><input type="checkbox"/> Economic Strength</td> <td><input type="checkbox"/> Excellent Housing/Neighborhoods</td> </tr> <tr> <td><input type="checkbox"/> Equity and Affordability</td> <td><input type="checkbox"/> Strong Infrastructure/Public Services</td> </tr> <tr> <td><input type="checkbox"/> Opportunities for Play and Learning</td> <td><input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population</td> </tr> </table>				<input checked="" type="checkbox"/> Safe Community	<input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel	<input type="checkbox"/> Economic Strength	<input type="checkbox"/> Excellent Housing/Neighborhoods	<input type="checkbox"/> Equity and Affordability	<input type="checkbox"/> Strong Infrastructure/Public Services	<input type="checkbox"/> Opportunities for Play and Learning	<input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population
<input checked="" type="checkbox"/> Safe Community	<input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel										
<input type="checkbox"/> Economic Strength	<input type="checkbox"/> Excellent Housing/Neighborhoods										
<input type="checkbox"/> Equity and Affordability	<input type="checkbox"/> Strong Infrastructure/Public Services										
<input type="checkbox"/> Opportunities for Play and Learning	<input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population										

BACKGROUND: Attached is the business license agenda for the December 12, 2022, City Council meeting. This agenda consists of applications for 2022: Contractor Licenses and 2023: Contractor Licenses, Tree Services Licenses, Tobacco Licenses, Smoke Shop Licenses, Courtesy Bench Licenses, Fuel Dispensing Licenses, Games of Skills Licenses, Motor Vehicle Rental/Leasing Licenses, Motor Vehicle Sale Licenses, Massage Business Licenses, Massage Therapist Licenses, Off Sale Beer Licenses, On Sale Liquor Licenses, On Sale Beer/Wine Licenses, On Sale Club Liquor Licenses, and Billiard/Pool Hall Licenses. At the top of the license agenda there is a phrase stating "**Signed Waiver Form accompanied application", noting that the data privacy form has been submitted as required. If not submitted, certain information cannot be released to the public.

RECOMMENDED MOTION(S):
MOTION: Move to approve the items as listed on the business license agenda for December 12, 2022 as presented.

ATTACHMENT(S):

Contractor Licenses – 2022
 Contractor Licenses – 2023
 Tree Service Licenses – 2023
 Tobacco Licenses – 2023
 Smoke Shop Licenses – 2023
 Courtesy Bench Licenses – 2023
 Fuel Dispensing Licenses – 2023
 Games of Skills Licenses – 2023
 Motor Vehicle Rental/Leasing Licenses – 2023
 Motor Vehicle Sale Licenses – 2023
 Massage Business Licenses – 2023
 Massage Therapist Licenses – 2023
 Off Sale Beer Licenses – 2023
 On Sale Liquor Licenses – 2023
 On Sale Beer/Wine Licenses – 2023
 On Sale Club Liquor Licenses – 2023
 Billiard/Pool Hall Licenses – 2023

TO CITY COUNCIL DECEMBER 12, 2022

*Signed Waiver Form accompanied application

Contractor Licenses – 2022

Renewal:

*FAIR HEATING & AIR LLC	340 ANDOVER BLVD, ANDOVER, MN	\$80.00
*PROBITY HVAC SERVICES LLC	19420 SCHUTTE RD, CORCORAN, MN	\$80.00

Contractor Licenses – 2023

Renewal:

*MASTER MECHANICAL	1027 GEMINI RD, EAGAN, MN	\$80.00
*MAJOR MECHANICAL	7601 NORTHLAND DR STE 110, BROOKLYN PARK, MN	\$80.00
*GENZ RYAN PLUMBING & HEATING	2200 HWY 13 W, BURNSVILLE, MN	\$80.00
*HORWITZ	7400 49 TH AVE N, NEW HOPE, MN	\$80.00
*TELCOM CONSTRUCTION LLC	2218 200 TH ST E, CLEARWATER, MN	\$80.00
*HARRIS ST PAUL INC	909 MONTREAL CIR, ST PAUL, MN	\$80.00

Tree Service Licenses – 2023

*BIRCH TREE CARE	3150 SPRUCE ST, ST PAUL, MN	\$80.00
*ARBOR DESIGN TREE SERVICE	7300 NOBLE AVE N, BROOKLYN PARK, MN	\$80.00
*PRECISION LANDSCAPE & TREE	50 S OWASSO BLVD E, LITTLE CANADA, MN	\$80.00
*AUSTINS TREE & LANDSCAPING	PO BOX 120542, NEW BRIGHTON, MN	\$80.00
*NICK'S TREE INC	9000 FOXLINE DR, CORCORAN, MN	\$80.00

Tobacco Licenses – 2023

*NORTHERN TIER RETAIL	500 CENTRAL AVE, COLUMBIA HEIGHTS, MN	\$500.00
*HOLIDAY STATIONSTORES LLC	4259 CENTRAL AVE, COLUMBIA HEIGHTS, MN	\$500.00
*FAMILY DOLLAR #24742	4037 CENTRAL AVE, COLUMBIA HEIGHTS, MN	\$500.00
*BIG STOP MARKET	334 40 TH AVE, COLUMBIA HEIGHTS, MN	\$500.00
*CITY OF COLUMBIA HEIGHTS	4950 CENTRAL AVE, COLUMBIA HEIGHTS, MN	\$500.00
*CITY OF COLUMBIA HEIGHTS	2105 37 TH AVE, COLUMBIA HEIGHTS, MN	\$500.00
*CITY OF COLUMBIA HEIGHTS	5225 UNIVERSITY AVE, COLUMBIA HEIGHTS, MN	\$500.00
*JEFF'S BOBBY & STEVE'S AUTOWORLD	3701 CENTRAL AVE, COLUMBIA HEIGHTS, MN	\$500.00

Smoke Shop Licenses – 2023

*SMOKE & VAPE	2311 37 TH AVE, COLUMBIA HEIGHTS, MN	\$500.00
*SARAH'S TOBACCO SHOP	4329 CENTRAL AVE, COLUMBIA HEIGHTS, MN	\$500.00
*FOG TOBACCO PLUS INC	4919 CENTRAL AVE, COLUMBIA HEIGHTS, MN	\$500.00

Courtesy Bench Licenses – 2023

*U.S. BENCH CORPORATION	3300 SNELLING AVE, MINNEAPOLIS, MN	\$450.00
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Fuel Dispensing Licenses – 2023

*HEIGHTS RENTAL	3901 CENTRAL AVE, COLUMBIA HEIGHTS, MN	\$50.00
*NORTHERN TIER RETAIL	500 CENTRAL AVE, COLUMBIA HEIGHTS, MN	\$160.00
*HOLIDAY STATIONSTORES LLC	4259 CENTRAL AVE, COLUMBIA HEIGHTS, MN	\$380.00
*JEFF'S BOBBY & STEVE'S AUTOWORLD	3701 CENTRAL AVE, COLUMBIA HEIGHTS, MN	\$220.00

Games of Skills Licenses – 2023

*THEISEN VENDING CO	2335 NEVADA AVE, GOLDEN VALLEY, MN	\$30.00
*BREAKTIME BILLIARDS	4040 CENTRAL AVE, COLUMBIA HEIGHTS, MN	\$45.00

Motor Vehicle Rental/Leasing Licenses – 2023

*HEIGHTS RENTAL	3901 CENTRAL AVE, COLUMBIA HEIGHTS, MN	\$50.00
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Motor Vehicle Sales Licenses – 2023

*DAVID'S AUTO	573 40 TH AVE, COLUMBIA HEIGHTS, MN	\$300.00
*CAPITAL FLEET & REMARKETING CORP	5009 UNIVERSITY AVE, COLUMBIA HEIGHTS, MN	\$300.00

Massage Business Licenses – 2023

*FOOT N BACK MASSAGE	4230 CENTRAL AVE #2, COLUMBIA HEIGHTS, MN	\$500.00
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Massage Therapist Licenses – 2023

*JENNIFER PYPER-MUNO		\$100.00
*HAIJIANG YU		\$100.00
*JEANNE ANNE RAMIREZ		\$100.00

Billiard/Pool Hall Licenses – 2023

*BREAKTIME BILLIARDS	4040 CENTRAL AVE, COLUMBIA HEIGHTS, MN	\$100.00
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Off Sale Beer Licenses – 2023

*JEFF'S BOBBY & STEVE'S AUTOWORLD	3701 CENTRAL AVE, COLUMBIA HEIGHTS, MN	\$200.00
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On Sale Liquor Licenses – 2023

*EL TEQUILA MEXICAN GRILL & BAR	4005 CENTRAL AVE, COLUMBIA HEIGHTS, MN	\$6500.00
*SARNA'S CLASSIC GRILL	3939 UNIVERSITY AVE, COLUMBIA HEIGHTS, MN	\$6500.00
*BREAKTIME BILLIARDS	4040 CENTRAL AVE, COLUMBIA HEIGHTS, MN	\$6500.00
*THE CENTRAL MIX	4030 CENTRAL AVE, COLUMBIA HEIGHTS, MN	\$6500.00
*LA CASITA	5085 CENTRAL AVE, COLUMBIA HEIGHTS, MN	\$6500.00

On Sale Beer/Wine Licenses – 2023

*MILLER'S CORNER BAR & GRILL	3150 SPRUCE ST, COLUMBIA HEIGHTS, MN	\$1600.00
*CRAFTY CRAB SEAFOOD	4920 CENTRAL AVE, COLUMBIA HEIGHTS, MN	\$2400.00

On Sale Club Liquor Licenses – 2023

*COLUMBIA HEIGHTS VFW	4446 CENTRAL AVE, COLUMBIA HEIGHTS, MN	\$500.00
*COLUMBIA HEIGHTS LIONS CLUB	530 MILL ST, COLUMBIA HEIGHTS, MN	\$500.00

Currency Exchange Licenses – 2023

SJB ENTERPRISES INC	4639 CENTRAL AVE, COLUMBIA HEIGHTS, MN
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CITY OF COLUMBIA HEIGHTS

FINANCE DEPARTMENT

COUNCIL MEETING OF: December 12, 2022.

STATE OF MINNESOTA

COUNTY OF ANOKA

CITY OF COLUMBIA HEIGHTS

Motion: Move that in accordance with Minnesota Statutes the City Council has reviewed the enclosed list of claims paid by check and by electronic funds transfer in the amount of \$1,821,835.18.

12/08/2022 09:57 AM
User: mchristensen
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CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
CHECK DATE FROM 11/26/2022 - 12/08/2022

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Item 20.

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
12/01/2022	MAIN	193132	22241551	BROMAGHIN/TIM LEE	REIMBURSE TOW FEES 22241551	101.2100.44300	330.23
12/01/2022	MAIN	193133	5620718	56 BREWING LLC	110722 INV	609.0000.14500	205.00
		193133	5620734		110822 INV	609.0000.14500	182.00
							387.00
12/01/2022	MAIN	193134	3562621753	AMERICAN BOTTLING COMPANY	111522 INV	609.0000.14500	509.30
		193134	3562621746		111522 INV	609.0000.14500	878.00
							1,387.30
12/01/2022	MAIN	193135	INV-090515	AMERICAN ENGINEERING TESTIN	CENTRAL AVE SEWER MANHOLE IMPROVEME	652.9999.43050.2204	7,037.90
12/01/2022	MAIN	193136	AR020186	ANOKA COUNTY TREASURER	LANGUAGE LINE 0822	101.2100.43250	830.18
12/01/2022	MAIN	193137	2500132873	ARAMARK UNIFORM & CAREER API	111522 MOPS,MATS,TOWELS	609.9791.44020	90.56
		193137	2500137260		112222 MOPS,MATS,TOWELS	609.9791.44020	90.56
		193137	2500135399		111722 MOPS,MATS,TOWELS	609.9792.44020	96.06
		193137	2500135159		111722 MOPS,MATS,TOWELS	609.9793.44020	94.59
							371.77
12/01/2022	MAIN	193138	303058	ASPEN MILLS, INC.	PANTS	101.2100.42172	132.90
		193138	303257		PANTS	101.2100.42172	72.95
		193138	303783		BOOTS	101.2100.42172	149.99
		193138	303790		PANTS, UNDER VEST SHIRTS, PATCHES	101.2100.42172	216.80
		193138	303804		UNDER VEST SHIRT, CAP, PATCHES	101.2100.42172	69.80
		193138	303696		JACKET	101.2100.42172	139.99
							782.43
12/01/2022	MAIN	193139	319	ASSOC OF TRAINING OFFCRS OF EMOTIONAL SURVIVAL TRAINING	111622	101.2100.43105	2,250.00
12/01/2022	MAIN	193140	2037123682	BAKER & TAYLOR	BOOK ORDER	240.5500.42180	151.85
		193140	2037096258		BOOK ORDER	240.5500.42180	223.31
		193140	2037105713		BOOK ORDER	240.5500.42180	94.30
		193140	2037131487		BOOK ORDER	240.5500.42180	375.98
		193140	2037117557		BOOK ORDER	240.5500.42180	570.56
							1,416.00
12/01/2022	MAIN	193141	03366	BANGSTAD BREWING COMPANY LL	111022 INV	609.0000.14500	195.38
12/01/2022	MAIN	193142	INV494457	BIOBAGS AMERICAS INC	ORGANIC WASTE BAGS, BUCKETS, LIDS	603.9530.42170	89.77
12/01/2022	MAIN	193143	19981	BLACK STACK BREWING	110822 INV	609.0000.14500	172.00
12/01/2022	MAIN	193144	0299339	BOLTON & MENK, INC	SS4A ACTION PLAN GRANT ASSISTANCE	101.3100.43050	1,183.25
		193144	0299339		SS4A ACTION PLAN GRANT ASSISTANCE	212.3190.43050	1,
							2,366.50

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Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
12/01/2022	MAIN	193145	221116	BREW D'ETAT LLC	111622 INV	609.0000.14500	72.00
12/01/2022	MAIN	193146	15721636-00	BROCK WHITE CO.	GEOTEX NONWOVEN FABRIC, CABLE TIES	240.5500.42171	226.69
12/01/2022	MAIN	193147	7090	BROKEN CLOCK BREWING COOP	111622 INV	609.0000.14500	84.00
		193147	7058		110922 INV	609.0000.14500	84.00
							168.00
12/01/2022	MAIN	193148	4034638	BURNS/KYLE	BOOT REIMBURSEMENT 2022	601.9600.42173	100.00
		193148	4034638		BOOT REIMBURSEMENT 2022	602.9600.42173	100.00
							200.00
12/01/2022	MAIN	193149	INV146139	CADD ENGINEERING SUPPLY INC	STORAGE OF CANON PLOTTER	101.3100.44100	35.00
12/01/2022	MAIN	193150	INV002793	CANVAS HEALTH INC	EMBEDDED MENTAL HEALTH SVCS 0811	272.2100.43050	2,940.68
		193150	INV002822		EMBEDDED MENTAL HEALTH SVCS 0911	272.2100.43050	10,704.10
		193150	INV002856		EMBEDDED MENTAL HEALTH SVCS 1011	272.2100.43050	7,965.65
							21,610.43
12/01/2022	MAIN	193151	125668	CHURCH OFFSET PRINTING INC	FALL EVENTS CALENDAR 2022	240.5500.42030	55.00
12/01/2022	MAIN	193152	5133482161	CINTAS FIRST AID-SAFETY	FIRST AID SUPPLIES	701.9950.42171	133.49
12/01/2022	MAIN	193153	4138031390	CINTAS INC	MOPS JPM 112122	101.5129.44020	30.10
		193153	4137940495		UNIFORM RENTAL, RUGS 111822	701.9950.42172	23.79
		193153	4137940495		UNIFORM RENTAL, RUGS 111822	701.9950.44020	46.41
							100.30
12/01/2022	MAIN	193154	0231401	CITY OF ROSEVILLE	IT SUPPORT 1122	101.2100.43050	278.81
12/01/2022	MAIN	193155	713119	CITY WIDE WINDOW SERVICE INC	WINDOW CLEANING 1022	240.5500.44020	128.00
12/01/2022	MAIN	193156	233004	COLUMBIA HEIGHTS RENTAL INC	TRAILER RENTAL-ELECTIONS	101.1410.44100	363.00
		193156	233003		STUMP GRINDER RENTAL	411.2100.44100.2207	305.00
							668.00
12/01/2022	MAIN	193157	159768191	COMCAST	111522 934571297	101.1110.43250	19.44
		193157	159768191		111522 934571297	101.1320.43250	29.16
		193157	159768191		111522 934571297	101.1510.43250	63.18
		193157	159768191		111522 934571297	101.1940.43250	4.86
		193157	159768191		111522 934571297	101.2100.43250	131.23
		193157	159768191		111522 934571297	101.2200.43250	121.50
		193157	159768191		111522 934571297	101.3100.43250	68.04
		193157	159768191		111522 934571297	101.3121.43250	9.72
		193157	159768191		111522 934571297	101.5000.43250	
		193157	159768191		111522 934571297	101.5129.43250	

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Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		193157	159768191		111522 934571297	101.5200.43250	9.72
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		193157	159768191		111522 934571297	204.6314.43250	19.44
		193157	159768191		111522 934571297	225.9844.43250	14.58
		193157	159768191		111522 934571297	240.5500.43250	204.13
		193157	159768191		111522 934571297	601.9600.43250	4.86
		193157	159768191		111522 934571297	602.9600.43250	4.86
		193157	159768191		111522 934571297	609.9791.43250	641.31
		193157	159768191		111522 934571297	609.9792.43250	617.01
		193157	159768191		111522 934571297	609.9793.43250	602.43
		193157	159768191		111522 934571297	701.9950.43250	9.72
		193157	159768191		111522 934571297	720.9980.43250	131.24
							2,764.75
12/01/2022	MAIN	193158	1684307	EBSCO PUBLISHING	MAGAZINE SUBSCRIPTIONS 2023	240.5500.42181	2,654.72
12/01/2022	MAIN	193159	06653	EMERGE ENTERPRISES	PLASTIC RECYCLING 1022	603.9530.42920	630.00
12/01/2022	MAIN	193160	CG11032254B	EMERGENCY AUTOMOTIVE TECH	IIBRUSH GUARD	701.0000.14120	124.70
12/01/2022	MAIN	193161	456	EMERGENCY TECHNICAL DECON	TURNOUT GEAR CLEANING	101.2200.43050	274.00
12/01/2022	MAIN	193162	111622	FARAH/MOHAMMED	LUNCH 111622	101.2100.43310	10.89
12/01/2022	MAIN	193163	MNSPR181160	FASTENAL COMPANY	SCREWS, LOCK NUTS	101.3121.42171	31.99
		193163	MNSPR181279		SCREWS, LOCK NUTS	101.3121.42171	55.36
		193163	MNSPR181301		CABLE TIES	701.0000.14120	25.87
							113.22
12/01/2022	MAIN	193164	103751859	FLEETPRIDE INC	FITTINGS, HOSE	701.0000.14120	121.71
12/01/2022	MAIN	193165	A13746/R	FRATTALONE'S HARDWARE & GARITANK SPRAYER		101.3121.42171	25.95
12/01/2022	MAIN	193166	MN00122236	GRAPE BEGINNINGS INC	111722 INV/DEL	609.0000.14500	558.00
		193166	MN00122235		111722 INV/DEL	609.0000.14500	279.00
		193166	185884		PAID INCORRECT VENDOR	609.0000.14500	(729.00)
		193166	MN00122236		111722 INV/DEL	609.9791.42199	2.25
		193166	185884		PAID INCORRECT VENDOR	609.9791.42199	(12.10)
		193166	MN00122235		111722 INV/DEL	609.9792.42199	1.50
							99.65
12/01/2022	MAIN	193167	3615215511	GREAT LAKES COCA-COLA DISTRI	111522 INV	609.0000.14500	591.64
12/01/2022	MAIN	193168	700523550	HILLYARD INC	CHARIOT VACUUM REPAIR	240.5500.44000	227.00
12/01/2022	MAIN	193169	560088	HOHENSTEINS INC	111822 INV	609.0000.14500	1,000.00
		193169	559843		111822 INV	609.0000.14500	3,000.00

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Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		193169	557732		111122 INV	609.0000.14500	3,929.20
		193169	557753		111122 INV	609.0000.14500	279.20
		193169	558005		111122 INV	609.0000.14500	1,021.50
							9,944.75
12/01/2022	MAIN	193170	5758020	HOME DEPOT #2802	PACKOUT M18 BATTERY RACK	101.3121.42010	22.49
		193170	5903487		PACKOUT CABINET	101.3121.42010	84.50
		193170	4282775		PACKOUT M12 BATTERY RACK	101.3121.42010	12.49
		193170	458289		SLATWELL SHELF, BASKET, COMBO PACK,	101.5200.42010	373.97
		193170	5758020		PACKOUT M18 BATTERY RACK	101.5200.42010	22.48
		193170	4282775		PACKOUT M12 BATTERY RACK	101.5200.42010	12.49
		193170	5903487		PACKOUT CABINET	101.5200.42171	84.50
		193170	7522962		RECYCLE BINS	240.5500.42171	35.88
							648.80
12/01/2022	MAIN	193171	3668	INSIGHT BREWING COMPANY, LL	111022 INV	609.0000.14500	138.50
12/01/2022	MAIN	193172	110922	KIWANIS COLUMBIA HTS-FRIDLE	PROCEED SHARE	603.9530.44200	282.20
12/01/2022	MAIN	193173	133618	KROPIDLOWSKI/MARK	SQUAD DECONTAMINATION #8212	101.2100.43050	150.00
12/01/2022	MAIN	193174	366746	LEAGUE OF MINNESOTA CITIES	ANNUAL DUES 0922-0823	101.1110.44330	19,378.00
12/01/2022	MAIN	193175	14990	LUCID BREWING LLC	111522 INV	609.0000.14500	276.00
12/01/2022	MAIN	193176	INV874612	MAVERICK WINE COMPANY	111522 INV/DEL	609.0000.14500	651.96
		193176	INV869903		110922 INV/DEL	609.0000.14500	565.98
		193176	INV874612		111522 INV/DEL	609.9791.42199	3.00
		193176	INV869903		110922 INV/DEL	609.9791.42199	4.50
							1,225.44
12/01/2022	MAIN	193177	661023	MCDONALD DISTRIBUTING CO	111822 INV	609.0000.14500	1,005.75
		193177	660457		111822 INV	609.0000.14500	431.25
		193177	659906		111122 INV	609.0000.14500	885.75
							2,322.75
12/01/2022	MAIN	193178	518	MCKAY/KATE	MSFCA CONF DINNER REIMB 102022	101.2200.43310	51.97
		193178	828841		HOTEL MSFCA CONF 101922-102122	101.2200.43320	920.32
		193178	8934		MSFCA CONF LUNCH REIMB 102022	101.2200.43320	6.39
							978.68
12/01/2022	MAIN	193179	78121	MENARDS CASHWAY LUMBER-FRID	IDISH SOAP	101.2100.42171	11.97
12/01/2022	MAIN	193180	11122	MN DEPT OF HEALTH	100122-123122 CONN FEE	601.9600.44320	15,
12/01/2022	MAIN	193181	E-36597	MODIST BREWING CO LLC	111722 INV	609.0000.14500	

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		193181	E-36455		111722 INV	609.0000.14500	336.00
							748.00
12/01/2022	MAIN	193182	011223	NORTHERN GREEN EXPO	2023 NORTHERN GREEN EXPO	101.5200.43105	1,327.00
		193182	011223		2023 NORTHERN GREEN EXPO	101.6102.43105	55.00
							1,382.00
12/01/2022	MAIN	193183	273396500001	OFFICE DEPOT	LEGAL PAPER, LABELS, POST-ITS, FOLD	240.5500.42000	61.78
		193183	275285357001		MISCELLANEOUS CREDIT	240.5500.42000	(1.00)
		193183	276822728001		3-RING BINDERS	240.5500.42170	57.20
		193183	276822874001		INDEX SHEETS, 3-RING DIVIDERS	240.5500.42170	65.01
							182.99
12/01/2022	MAIN	193184	275985485001	OFFICE DEPOT	COPY PAPER, PENS, MARKERS	101.2100.42000	293.00
		193184	275579479001		HP 764 YELLOW INK	101.3100.42000	128.00
							421.00
12/01/2022	MAIN	193185	INV-US88745	OSI HARDWARE, INC.	ARUBA 10G FIBER TRANCEIVERS FOR NET	411.9999.42012.1911	553.12
12/01/2022	MAIN	193186	111922	PERALTA/NANCI	REFUND DAMAGE & SECURITY DEPOSITS	101.0000.20810	49.89
		193186	111922		REFUND DAMAGE & SECURITY DEPOSITS	101.0000.34781	700.11
							750.00
12/01/2022	MAIN	193187	2022-83	PIIONEER PHOTOGRAPHY SRVCS	IIMN FROM THE ROAD DRAWING BOOK	883.5500.42170	25.00
12/01/2022	MAIN	193188	319110161	PREMIUM WATERS INC	111722 WATER	101.1510.42171	13.05
		193188	319110164		111722 WATER	101.1510.42171	13.05
		193188	319110163		111722 WATER	201.2400.42171	13.05
							39.15
12/01/2022	MAIN	193189	W-46363	PRYES BREWING COMPANY LLC	111622 INV	609.0000.14500	116.00
		193189	W-46403		111722 INV	609.0000.14500	397.00
							513.00
12/01/2022	MAIN	193190	1893	RAPID GRAPHICS & MAILING	VICTIM NOTIFICATION CARDS, BUSINESS	101.2100.42030	385.00
12/01/2022	MAIN	193191	2110010700	REGENTS OF UNIVERSITY OF MN	2022 MN WATER RESOURCES CONFERENCE	101.3100.43105	375.00
		193191	2110010956		WORK ZONE TRAFFIC CONTROL SEMINAR	101.3121.43105	700.00
		193191	2110010700		2022 MN WATER RESOURCES CONFERENCE	604.9600.43105	375.00
							1,450.00
12/01/2022	MAIN	193192	INV-0722-002	RESPEC INC	GIS COMPUTER SOFTWARE	101.3121.44030	63.75
		193192	INV-0722-002		GIS COMPUTER SOFTWARE	101.5200.44030	
		193192	INV-0722-002		GIS COMPUTER SOFTWARE	101.6102.44030	

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		193192	INV-0722-002		GIS COMPUTER SOFTWARE	601.9600.44030	376.25
		193192	INV-0722-002		GIS COMPUTER SOFTWARE	602.9600.44030	376.25
		193192	INV-0722-002		GIS COMPUTER SOFTWARE	604.9600.44030	376.25
							1,632.50
12/01/2022	MAIN	193193	587649	ROHN INDUSTRIES INC	SHREDDING 110722	101.2100.44000	34.09
		193193	587649		SHREDDING 110722	101.2200.44000	8.18
							42.27
12/01/2022	MAIN	193194	8106079487	SCHINDLER ELEVATOR CORP INC	PREVENT MAINT 1122	101.2100.44020	74.63
		193194	8106079487		PREVENT MAINT 1122	101.2200.44020	74.64
							149.27
12/01/2022	MAIN	193195	111922	SHOREVIEW HUNKS LLC	YARD WASTE PICK UP 111422-111922	603.9510.42930	14,406.00
12/01/2022	MAIN	193196	47814-A	STEEL TOE BREWING LLC	110722 INV	609.0000.14500	213.00
		193196	47942		111622 INV	609.0000.14500	175.00
							388.00
12/01/2022	MAIN	193197	I1599375	STREICHER'S GUN'S INC/DON	SERVING SINCE TAB	101.2100.42172	14.99
		193197	I1599320		BELT	101.2100.42172	44.99
		193197	I1599949		BOOTS, BELT, GLOVES	101.2100.42172	282.97
							342.95
12/01/2022	MAIN	193198	168620592	TRUGREEN CHEMLAWN	LAWN SERVICE-LIBRARY 101022	240.5500.44020	59.86
12/01/2022	MAIN	193199	E-3207	URSA MINOR BREWING LLC	110822 INV	609.0000.14500	189.00
		193199	E-3208		111522 INV	609.0000.14500	69.00
							258.00
12/01/2022	MAIN	193200	9919482889	VERIZON WIRELESS	110122 542000689-00001	101.2100.43211	1,636.16
		193200	9920298479		111022 742128747-00001	101.2100.43250	845.73
		193200	9919482889		110122 542000689-00001	101.2200.43211	249.90
		193200	9919482889		110122 542000689-00001	101.5000.43211	41.15
							2,772.94
12/01/2022	MAIN	193201	0317558-IN	VINOCOPIA INC	111622 INV/DEL	609.0000.14500	562.00
		193201	0317572-IN		111622 INV/DEL	609.0000.14500	120.00
		193201	0317553-IN		111622 INV/DEL	609.0000.14500	3,964.67
		193201	0317577-IN		111622 INV/DEL	609.0000.14500	120.00
		193201	0313058-CM		101022 INV	609.0000.14500	(26.95)
		193201	0317572-IN		111622 INV/DEL	609.9791.42199	2.50
		193201	0317553-IN		111622 INV/DEL	609.9791.42199	111
		193201	0317558-IN		111622 INV/DEL	609.9792.42199	12.50

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		193201	0317577-IN		111622 INV/DEL	609.9792.42199	2.50
							4,814.72
12/01/2022	MAIN	193202	010760509271	WALL STREET JOURNAL/THE	ONE YEAR SUBSCRIPTION 2023	240.5500.42181	659.88
12/01/2022	MAIN	193203	3868	WOODEN HILL BREWING CO LLC	111022 INV	609.0000.14500	197.10
12/01/2022	MAIN	193204	51-4217828-3	XCEL ENERGY (N S P)	110422 51-4217828-3	101.2200.43810	64.08
		193204	51-4159573-1		111422 51-4159573-1	101.3121.43810	51.18
		193204	51-4159573-1		111422 51-4159573-1	101.3160.43810	13,833.54
		193204	1003155987		112122 51-4350334-8	101.5129.43810	576.60
		193204	51-4159573-1		111422 51-4159573-1	101.5200.43810	719.00
		193204	51-4159573-1		111422 51-4159573-1	212.3190.43810	544.98
		193204	51-4159573-1		111422 51-4159573-1	601.9600.43810	1,128.94
		193204	51-4159573-1		111422 51-4159573-1	602.9600.43810	122.26
		193204	51-4159573-1		111422 51-4159573-1	603.9530.43810	112.46
		193204	51-4159573-1		111422 51-4159573-1	604.9600.43810	(46.71)
		193204	51-4159573-1		111422 51-4159573-1	701.9950.43810	(1,213.93)
							15,892.40
12/01/2022	MAIN	205(E)	DRAW #1	FIRST AMERICAN TITLE INS CO	CITY HALL BUILDOUT	411.0000.20610	(5,083.09)
		205(E)	DRAW #2		CITY HALL BUILDOUT	411.0000.20610	(7,081.30)
		205(E)	DRAW #1		CITY HALL BUILDOUT	411.9999.45120.1911	101,661.78
		205(E)	DRAW #2		CITY HALL BUILDOUT	411.9999.45120.1911	141,626.00
							231,123.39
12/01/2022	MAIN	206(A)	13532049	ALLIED UNIVERSAL SECURITY S	SECURITY JPM 111222-111322	101.5129.43050	224.00
12/01/2022	MAIN	207(A)	3572952	ARTISAN BEER COMPANY	112122 INV	609.0000.14500	514.85
		207(A)	3569112		110122 INV	609.0000.14500	1,515.30
		207(A)	3570350		110822 INV	609.0000.14500	2,526.45
		207(A)	3571302		111122 INV	609.0000.14500	783.70
		207(A)	3571759		111522 INV	609.0000.14500	2,604.55
							7,944.85
12/01/2022	MAIN	208(A)	0097372200	BELLBOY CORPORATION	111622 INV/DEL	609.0000.14500	2,836.55
		208(A)	0097373700		111622 INV/DEL	609.0000.14500	697.00
		208(A)	0097373900		111622 INV/DEL	609.0000.14500	1,541.40
		208(A)	0097372200		111622 INV/DEL	609.9791.42199	46.00
		208(A)	0097373700		111622 INV/DEL	609.9792.42199	14.00
		208(A)	0097373900		111622 INV/DEL	609.9793.42199	12.00
							5,146.95
12/01/2022	MAIN	209(A)	INV1127	BETTER FUTURES MN	YARD WASTE PICK UP 111422-111922	603.9510.42930	10,

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12/01/2022	MAIN	210 (A)	346348480	BREAKTHRU BEVERAGE MN BEER	1110222 INV 700297736	609.0000.14500	12,657.20
		210 (A)	346236317		102622 INV 700297736	609.0000.14500	26,863.07
		210 (A)	346335428		110122 INV 700297717	609.0000.14500	13,276.00
		210 (A)	346348481		110222 INV 700297736	609.0000.14500	33.85
		210 (A)	346444669		110922 INV 700297736	609.0000.14500	5,711.95
		210 (A)	346444670		110922 INV 700297736	609.0000.14500	142.10
		210 (A)	346394591		110422 INV 700297736	609.0000.14500	1,341.20
		210 (A)	346394590		110422 INV 700297736	609.0000.14500	256.00
		210 (A)	410257180		103122 INV 700297717	609.0000.14500	(100.50)
		210 (A)	410245573		102422 INV 700297717	609.0000.14500	(23.16)
		210 (A)	410245575		102422 INV 700297717	609.0000.14500	(26.40)
		210 (A)	410245574		102422 INV 700297717	609.0000.14500	(20.10)
		210 (A)	410228287		101922 INV 700297717	609.0000.14500	(6.16)
		210 (A)	410335841		112022 INV 700297717	609.0000.14500	(4.24)
		210 (A)	410335840		112022 INV 700297717	609.0000.14500	(7.68)
		210 (A)	410328975		111722 INV 700297717	609.0000.14500	(132.00)
		210 (A)	410316840		111522 INV 700297717	609.0000.14500	(4.40)
		210 (A)	410328973		111722 INV 700297717	609.0000.14500	(12.72)
		210 (A)	410328972		111722 INV 700297717	609.0000.14500	(8.46)
		210 (A)	410328974		111722 INV 700297717	609.0000.14500	(18.20)
		210 (A)	410190975		100722 INV 700297717	609.0000.14500	(14.28)
		210 (A)	410190976		100722 INV 700297717	609.0000.14500	(114.00)
		210 (A)	410190971		100722 INV 700297717	609.0000.14500	(193.55)
		210 (A)	410190974		100722 INV 700297717	609.0000.14500	(276.50)
		210 (A)	410190972		100722 INV 700297717	609.0000.14500	(13.80)
		210 (A)	410157836		092822 INV 700297736	609.0000.14500	(1.78)
		210 (A)	410157835		092822 INV 700297736	609.0000.14500	(2.15)
		210 (A)	410157838		092822 INV 700297736	609.0000.14500	(92.00)
		210 (A)	410157834		092822 INV 700297736	609.0000.14500	(12.00)
		210 (A)	410203214		101222 INV 700297736	609.0000.14500	(11.64)
		210 (A)	410203215		101222 INV 700297736	609.0000.14500	(5.82)
		210 (A)	410203213		101222 INV 700297736	609.0000.14500	(7.50)
		210 (A)	410299853		111022 INV 700297736	609.0000.14500	(6.72)
		210 (A)	410299851		111022 INV 700297736	609.0000.14500	(12.84)
		210 (A)	410299852		111022 INV 700297736	609.0000.14500	(11.16)
		210 (A)	410288792		110722 INV 700297736	609.0000.14500	(24.60)
		210 (A)	410288793		110722 INV 700297736	609.0000.14500	(4.60)
		210 (A)	410080543		090122 INV 700297736	609.0000.14500	(14.63)
		210 (A)	410080542		090122 INV 700297736	609.0000.14500	(12.30)
		210 (A)	410080544		090122 INV 700297736	609.0000.14500	(12.00)
		210 (A)	410079628		090122 INV 700297736	609.0000.14500	
		210 (A)	410106290		091322 INV 700297736	609.0000.14500	

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		210 (A)	410106289		091322 INV 700297736	609.0000.14500	(12.00)
		210 (A)	410288791		110722 INV 700297736	609.0000.14500	(81.60)
		210 (A)	410259127		102822 INV 700297736	609.0000.14500	(72.00)
		210 (A)	410280865		110322 INV 700297717	609.0000.14500	(29.00)
		210 (A)	410215537		101422 INV 700297736	609.0000.14500	(21.41)
		210 (A)	410215536		101422 INV 700297717	609.0000.14500	(92.42)
		210 (A)	410202791		101222 INV 700297717	609.0000.14500	(46.50)
							58,699.50
12/01/2022	MAIN	211 (A)	346490962	BREAKTHRU BEVERAGE MN W&S LJ	111122 INV/DEL 700297717	609.0000.14500	1,011.75
		211 (A)	346592158		111822 INV/DEL 700297717	609.0000.14500	423.75
		211 (A)	346592160		111822 INV/DEL 700297717	609.0000.14500	1,366.15
		211 (A)	346592159		111822 INV/DEL 700297717	609.0000.14500	661.50
		211 (A)	346592161		111822 INV/DEL 700297717	609.0000.14500	922.50
		211 (A)	346592155		111822 INV/DEL 700297717	609.0000.14500	533.77
		211 (A)	346490964		111122 INV/DEL 700297717	609.0000.14500	1,760.62
		211 (A)	346490966		111122 INV/DEL 700297717	609.0000.14500	3,147.75
		211 (A)	346490967		111122 INV/DEL 700297717	609.0000.14500	718.04
		211 (A)	346490963		111122 INV 700297717	609.0000.14500	657.95
		211 (A)	346490968		111122 INV/DEL 700297717	609.0000.14500	285.00
		211 (A)	346490978		111122 INV/DEL 700297782	609.0000.14500	867.28
		211 (A)	346490965		111122 INV/DEL 700297717	609.0000.14500	288.00
		211 (A)	410327723		111722 INV/DEL 700297717	609.0000.14500	(90.92)
		211 (A)	346490962		111122 INV/DEL 700297717	609.9791.42199	23.00
		211 (A)	346592158		111822 INV/DEL 700297717	609.9791.42199	6.90
		211 (A)	346592160		111822 INV/DEL 700297717	609.9791.42199	29.90
		211 (A)	346592159		111822 INV/DEL 700297717	609.9791.42199	3.45
		211 (A)	346592161		111822 INV/DEL 700297717	609.9791.42199	12.65
		211 (A)	346592155		111822 INV/DEL 700297717	609.9791.42199	3.83
		211 (A)	346490964		111122 INV/DEL 700297717	609.9791.42199	26.45
		211 (A)	346490966		111122 INV/DEL 700297717	609.9791.42199	33.35
		211 (A)	346490967		111122 INV/DEL 700297717	609.9791.42199	3.45
		211 (A)	346490963		111122 INV 700297717	609.9791.42199	4.60
		211 (A)	346490968		111122 INV/DEL 700297717	609.9791.42199	4.03
		211 (A)	346490965		111122 INV/DEL 700297717	609.9791.42199	5.75
		211 (A)	410327723		111722 INV/DEL 700297717	609.9791.42199	(2.30)
		211 (A)	346490978		111122 INV/DEL 700297782	609.9793.42199	18.40
							12,726.60
12/01/2022	MAIN	212 (A)	2760716	CAPITOL BEVERAGE SALES LP	110722 INV	609.0000.14500	1,272.35
		212 (A)	2764810		111622 INV	609.0000.14500	6,
							8,

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12/01/2022	MAIN	213 (A)	2175469	JOHNSON BROTHERS LIQUOR CO.	110922 INV	609.0000.14500	22.50
		213 (A)	2184970		112222 INV	609.0000.14500	318.00
		213 (A)	2184969		112222 INV	609.0000.14500	232.00
		213 (A)	2181289		111722 INV	609.0000.14500	6,734.10
		213 (A)	2181292		111722 INV	609.0000.14500	80.00
		213 (A)	2180124		111622 INV	609.0000.14500	2,207.48
		213 (A)	2180125		111622 INV	609.0000.14500	168.00
		213 (A)	2180126		111622 INV	609.0000.14500	176.00
		213 (A)	2180129		111622 INV	609.0000.14500	558.00
		213 (A)	2180130		111622 INV	609.0000.14500	467.00
		213 (A)	2180133		111622 INV	609.0000.14500	242.00
		213 (A)	2180132		111622 INV	609.0000.14500	304.00
		213 (A)	2180137		111622 INV	609.0000.14500	1,178.50
		213 (A)	2180138		111622 INV	609.0000.14500	132.00
		213 (A)	2170851		110222 INV	609.0000.14500	1,053.00
		213 (A)	2180136		111622 INV	609.0000.14500	117.00
		213 (A)	2180123		111622 INV	609.0000.14500	729.00
		213 (A)	2181302		111722 INV	609.0000.14500	687.83
		213 (A)	2181297		111722 INV	609.0000.14500	1,049.00
		213 (A)	2181299		111722 INV	609.0000.14500	1,769.80
		213 (A)	2181300		111722 INV	609.0000.14500	2,770.00
		213 (A)	2182460		111822 INV	609.0000.14500	596.00
		213 (A)	2182455		111822 INV	609.0000.14500	729.00
		213 (A)	2181301		111722 INV	609.0000.14500	409.00
		213 (A)	2181298		111722 INV	609.0000.14500	47.00
		213 (A)	2180135		111622 INV	609.0000.14500	327.00
		213 (A)	2181303		111722 INV	609.0000.14500	598.25
		213 (A)	2181290		111722 INV	609.0000.14500	64.00
		213 (A)	229359		111122 INV	609.0000.14500	(11.25)
		213 (A)	2181289		111722 INV	609.9791.42199	67.50
		213 (A)	2181292		111722 INV	609.9791.42199	1.35
		213 (A)	2180124		111622 INV	609.9791.42199	18.91
		213 (A)	2180125		111622 INV	609.9791.42199	4.06
		213 (A)	2180126		111622 INV	609.9791.42199	2.70
		213 (A)	2180129		111622 INV	609.9791.42199	8.10
		213 (A)	2180130		111622 INV	609.9791.42199	6.74
		213 (A)	2184970		112222 INV	609.9792.42199	1.35
		213 (A)	2184969		112222 INV	609.9792.42199	2.70
		213 (A)	2180137		111622 INV	609.9792.42199	8.11
		213 (A)	2180138		111622 INV	609.9792.42199	1.35
		213 (A)	2170851		110222 INV	609.9792.42199	
		213 (A)	2170839		110222 DEL	609.9792.42199	

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		213 (A)	2180136		111622 INV	609.9792.42199	1.35
		213 (A)	2180128		111622 DEL	609.9792.42199	1.35
		213 (A)	2180123		111622 INV	609.9792.42199	5.40
		213 (A)	2181302		111722 INV	609.9792.42199	10.77
		213 (A)	2181297		111722 INV	609.9792.42199	13.49
		213 (A)	2181299		111722 INV	609.9792.42199	22.96
		213 (A)	2181300		111722 INV	609.9792.42199	70.19
		213 (A)	2182460		111822 INV	609.9792.42199	6.75
		213 (A)	2182455		111822 INV	609.9792.42199	5.40
		213 (A)	2181301		111722 INV	609.9792.42199	12.16
		213 (A)	2181298		111722 INV	609.9792.42199	1.35
		213 (A)	2180135		111622 INV	609.9792.42199	9.46
		213 (A)	2181303		111722 INV	609.9792.42199	17.52
		213 (A)	2181290		111722 INV	609.9792.42199	1.35
		213 (A)	2180133		111622 INV	609.9793.42199	2.70
		213 (A)	2180132		111622 INV	609.9793.42199	4.05
							24,076.83
12/01/2022	MAIN	214 (A)	502959978	MIDWEST TAPE	AUDIOBOOKS/DVDS ORDER	240.5500.42185	349.92
		214 (A)	502959978		AUDIOBOOKS/DVDS ORDER	240.5500.42189	290.12
							640.04
12/01/2022	MAIN	215 (A)	6497373	PHILLIPS WINE & SPIRITS INC	111722 INV	609.0000.14500	121.10
		215 (A)	6497369		111722 INV	609.0000.14500	107.50
		215 (A)	6496372		111622 INV	609.0000.14500	297.35
		215 (A)	6496373		111622 INV	609.0000.14500	383.43
		215 (A)	6496374		111622 INV	609.0000.14500	211.50
		215 (A)	6488910		110222 INV	609.0000.14500	917.90
		215 (A)	6496376		111622 INV	609.0000.14500	374.05
		215 (A)	6496378		111622 INV	609.0000.14500	96.00
		215 (A)	6496377		111622 INV	609.0000.14500	423.00
		215 (A)	6497376		111722 INV	609.0000.14500	565.00
		215 (A)	6497373		111722 INV	609.9791.42199	2.70
		215 (A)	6497369		111722 INV	609.9791.42199	1.35
		215 (A)	6496372		111622 INV	609.9791.42199	4.05
		215 (A)	6496373		111622 INV	609.9791.42199	6.75
		215 (A)	6496374		111622 INV	609.9791.42199	1.35
		215 (A)	6488910		110222 INV	609.9791.42199	6.76
		215 (A)	6496376		111622 INV	609.9792.42199	5.40
		215 (A)	6496378		111622 INV	609.9792.42199	1.35
		215 (A)	6496377		111622 INV	609.9792.42199	
		215 (A)	6497376		111722 INV	609.9792.42199	

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							3,556.24
12/01/2022	MAIN	216 (A)	5088166	SOUTHERN GLAZER'S	083122 INV/DEL	609.0000.14500	1,800.00
		216 (A)	2282909		111722 INV/DEL	609.0000.14500	307.96
		216 (A)	2282907		111722 INV/DEL	609.0000.14500	2,051.73
		216 (A)	2277613		110322 INV/DEL	609.0000.14500	6,835.18
		216 (A)	2280307		111022 INV/DEL	609.0000.14500	871.95
		216 (A)	2280309		111022 INV/DEL	609.0000.14500	989.10
		216 (A)	2282916		111722 INV/DEL	609.0000.14500	485.80
		216 (A)	2282915		111722 INV/DEL	609.0000.14500	1,007.30
		216 (A)	2282913		111722 INV/DEL	609.0000.14500	540.00
		216 (A)	2282912		111722 INV/DEL	609.0000.14500	748.00
		216 (A)	2282917		111722 INV/DEL	609.0000.14500	1,049.00
		216 (A)	2282921		111722 INV/DEL	609.0000.14500	935.60
		216 (A)	2282920		111722 INV/DEL	609.0000.14500	382.40
		216 (A)	2282919		111722 INV/DEL	609.0000.14500	796.08
		216 (A)	2282918		111722 INV/DEL	609.0000.14500	715.00
		216 (A)	0080931		102622 INV	609.0000.14500	(720.00)
		216 (A)	0081159		110322 INV	609.0000.14500	(1,080.00)
		216 (A)	0081366		111022 INV	609.0000.14500	(2,700.00)
		216 (A)	5088166		083122 INV/DEL	609.9791.42199	32.00
		216 (A)	2282909		111722 INV/DEL	609.9791.42199	6.40
		216 (A)	2282907		111722 INV/DEL	609.9791.42199	15.36
		216 (A)	2277613		110322 INV/DEL	609.9791.42199	43.84
		216 (A)	2280307		111022 INV/DEL	609.9791.42199	7.89
		216 (A)	2280309		111022 INV/DEL	609.9791.42199	14.08
		216 (A)	2282912		111722 INV/DEL	609.9791.42199	5.12
		216 (A)	2282916		111722 INV/DEL	609.9792.42199	6.40
		216 (A)	2282915		111722 INV/DEL	609.9792.42199	14.08
		216 (A)	2282913		111722 INV/DEL	609.9792.42199	2.56
		216 (A)	2282917		111722 INV/DEL	609.9792.42199	6.61
		216 (A)	2282921		111722 INV/DEL	609.9792.42199	11.52
		216 (A)	2282920		111722 INV/DEL	609.9792.42199	3.84
		216 (A)	2282919		111722 INV/DEL	609.9792.42199	8.96
		216 (A)	2282918		111722 INV/DEL	609.9792.42199	7.68
							15,201.44
12/01/2022	MAIN	217 (A)	5	VALLEY PAVING INC.	2022 STREET REHABILITATION PROGRAM	415.0000.20610	(25,498.83)
		217 (A)	5		2022 STREET REHABILITATION PROGRAM	415.6400.44000.2206	7,571.43
		217 (A)	5		2022 STREET REHABILITATION PROGRAM	415.9999.45185.2202	470,424.71
		217 (A)	5		2022 STREET REHABILITATION PROGRAM	430.6323.45185.2208	31,980.29

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12/01/2022	MAIN	218 (A)	7404207	WINE MERCHANTS	111622 INV	609.0000.14500	1,503.78
		218 (A)	7404207		111622 INV	609.9792.42199	22.96
							1,526.74
12/06/2022	MAIN	219 (E)	101922 WALMART	WELLS FARGO CREDIT CARD	SANCKS & CRAFT SUPPLIES	101.0000.20815	(1.06)
		219 (E)	00000088		DONUTS-TRUCK OR TREAT VOLUNTEERS	101.1110.42175	34.50
		219 (E)	5575		COFFEE-TRUCK OR TREAT VOLUNTEERS	101.1110.42175	42.93
		219 (E)	102422 CUB		SNACKS-CITY COUNCIL MEETING	101.1110.42175	6.99
		219 (E)	619918210		PARKING-MPLS COMMUNICATORS EVENT	101.1110.43310	4.25
		219 (E)	MC16159281		MAILCHIMP REFUSE ACCOUNT	101.1110.44030	34.00
		219 (E)	10870947		ADS-CALENDAR ART SUBMISSION	101.1320.43430	25.00
		219 (E)	11018335		AD-CALENDAR SUBMISSIONS DEADLINE	101.1320.43430	2.23
		219 (E)	43201		LODGING-BS&A CONFERENCE JH	101.1510.43320	692.61
		219 (E)	5320225		CARDSTOCK-WINTER PARKING PERMITS	101.2100.42000	69.96
		219 (E)	8869051		SD TO USB CARD READERS,16 GB MEMORY	101.2100.42000	129.11
		219 (E)	1457006		PENDEL PEN REFILLS	101.2100.42000	31.98
		219 (E)	3236237		2 XLR MIC-PODCAST RECORDING	101.2100.42170	99.98
		219 (E)	8225848		TABLECLOTHS FOR EVENTS	101.2100.42171	25.16
		219 (E)	3005848		FOOD STORAGE SUPPLIES	101.2100.42171	49.03
		219 (E)	8086650		DISHWASHER PACS	101.2100.42171	18.84
		219 (E)	111022 TGT		UTENSILS-JUSTICE ACADEMY	101.2100.42171	18.18
		219 (E)	110722 A&FW		4 FRAMED PRINTS	101.2100.42171	650.53
		219 (E)	00000085		SNACKS-DRUG TAKE BACK/COFFEE WITH A	101.2100.42175	21.55
		219 (E)	102122 CUB		BREAKFAST/CAKE-TEEN ACADEMY	101.2100.42175	31.96
		219 (E)	13490362660225025		LUNCH-MOBILE FIELD FORCE TRNG	101.2100.42175	102.62
		219 (E)	13538021229920258		LUNCH-TEEN ACADEMY	101.2100.42175	207.09
		219 (E)	24		LUNCH-DAY 1 TEEN ACADEMY	101.2100.42175	166.92
		219 (E)	000021		COFFEE,CIDER-TRUCK OR TREAT	101.2100.42175	300.00
		219 (E)	101822 CUB		DINNER-MAC MEETING	101.2100.42175	75.06
		219 (E)	110322 CUB		DINNER-CITIZENS JUSTICE ACADEMY	101.2100.42175	202.65
		219 (E)	4		LUNCH-COMPLIANCE CHECKER	101.2100.42175	13.34
		219 (E)	11102020		TACO BAR-CITIZENS JUSTICE ACADEMY	101.2100.42175	297.46
		219 (E)	712102		COFFEE-DRUG TAKE BACK/COFFEE WITH A	101.2100.42175	85.90
		219 (E)	2853858		TV WALL MOUNTING SERVICE	101.2100.43050	99.99
		219 (E)	58268		CRIMINAL LAW FOR RECORDS PERSONNEL-	101.2100.43105	259.00
		219 (E)	111122 PSI		FEE/REFUND-FAA UAG PILOT TEST JURAN	101.2100.43105	0.00
		219 (E)	010893		REFUND-CANCELED TRAINING SABIN	101.2100.43105	(25.00)
		219 (E)	5686832-2		SHIP PACKAGE	101.2100.43220	9.55
		219 (E)	1911191		LUNCH-STAFF & COMMAND TRNG	101.2100.43310	10.43
		219 (E)	265425		LUNCH-STAFF & COMMAND TRNG	101.2100.43310	10.39
		219 (E)	267278		LUNCH-STAFF & COMMAND TRNG	101.2100.43310	
		219 (E)	268034		LUNCH-STAFF & COMMAND TRNG	101.2100.43310	

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		219 (E)	268347		LUNCH-STAFF & COMMAND TRNG	101.2100.43310	10.39
		219 (E)	269511		LUNCH-STAFF & COMMAND TRNG	101.2100.43310	10.39
		219 (E)	207683		FUEL/CAR WASH-STAFF & COMMAND TRNG	101.2100.43310	77.30
		219 (E)	219541		FUEL/CAR WASH-STAFF & COMMAND TRNG	101.2100.43310	72.43
		219 (E)	TM1014		LUNCH-STAFF & COMMAND TRNG	101.2100.43310	16.44
		219 (E)	TM1011		LUNCH-STAFF & COMMAND TRNG	101.2100.43310	16.44
		219 (E)	TM1015		LUNCH-STAFF & COMMAND TRNG	101.2100.43310	15.05
		219 (E)	126		LUNCH-STAFF & COMMAND TRNG	101.2100.43310	9.62
		219 (E)	120		LUNCH-STAFF & COMMAND TRNG	101.2100.43310	10.90
		219 (E)	114		LUNCH-STAFF & COMMAND TRNG	101.2100.43310	9.73
		219 (E)	106		LUNCH-STAFF & COMMAND TRNG	101.2100.43310	10.69
		219 (E)	296419		FUEL-STAFF & COMMAND TRNG	101.2100.43310	63.45
		219 (E)	309		LUNCH-STAFF & COMMAND TRNG	101.2100.43310	16.04
		219 (E)	321		LUNCH-STAFF & COMMAND TRNG	101.2100.43310	14.97
		219 (E)	313		LUNCH-STAFF & COMMAND TRNG	101.2100.43310	14.64
		219 (E)	101922 CFA		BREAKFAST-IACP CONF DALLAS	101.2100.43320	9.07
		219 (E)	231102		LUNCH-IACP CONF DALLAS	101.2100.43320	18.94
		219 (E)	37816		BREAKFAST-IACP CONF DALLAS	101.2100.43320	9.74
		219 (E)	578221		LUNCH-IACP CONF DALLAS	101.2100.43320	20.57
		219 (E)	101622 21841		BREAKFAST-IACP CONF DALLAS	101.2100.43320	9.74
		219 (E)	392		DINNER-IACP CONF DALLAS	101.2100.43320	29.98
		219 (E)	101622 PBG		DINNER-IACP CONF DALLAS	101.2100.43320	22.40
		219 (E)	D51FBC		DINNER-IACP CONF DALLAS	101.2100.43320	23.48
		219 (E)	17190		BREAKFAST-IACP CONF DALLAS	101.2100.43320	12.45
		219 (E)	14769		LUNCH-IACP CONF DALLAS	101.2100.43320	16.45
		219 (E)	1396086301		LODGING-IACP CONF DALLAS JOHNSTON	101.2100.43320	1,677.05
		219 (E)	101822 TB BBQ		DINNER-IACP CONF DALLAS	101.2100.43320	39.22
		219 (E)	101422 LYFT		LYFT-NAPSSW CONF INDIANAPOLIS	101.2100.43320	50.39
		219 (E)	101422 LYFT		LYFT-IACP CONF DALLAS	101.2100.43320	12.88
		219 (E)	101422 LYFT		LYFT-IACP CONF DALLAS	101.2100.43320	17.66
		219 (E)	101522 LYFT		LYFT-IACP CONF DALLAS	101.2100.43320	17.78
		219 (E)	101622 LYFT		LYFT-IACP CONF DALLAS	101.2100.43320	15.49
		219 (E)	101622 LYFT		LYFT-IACP CONF DALLAS	101.2100.43320	14.26
		219 (E)	101722 LYFT		LYFT-IACP CONF DALLAS	101.2100.43320	15.69
		219 (E)	101822 LYFT		LYFT-IACP CONF DALLAS	101.2100.43320	13.94
		219 (E)	101822 LYFT		LYFT-IACP CONF DALLAS	101.2100.43320	14.99
		219 (E)	101922 LYFT		LYFT-IACP CONF DALLAS	101.2100.43320	52.54
		219 (E)	01480Q		TAXI RIDE-IACP CONFERENCE	101.2100.43320	18.00
		219 (E)	12465		LUNCH-IACP CONF DALLAS	101.2100.43320	25.73
		219 (E)	21823		BREAKFAST-IACP CONF DALLAS	101.2100.43320	9.74
		219 (E)	17337		LUNCH-IACP CONF DALLAS	101.2100.43320	
		219 (E)	20221106-000723		TIME IQ SUBSCRIPTION 1106-120522	101.2100.44030	

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		219 (E)	101322	SAMS	MEMBERSHIP RENEWAL	101.2100.44330	45.00
		219 (E)	73497		PAPER TWLS, COFFEE, DUCT TAPE, PAINTER	101.2200.42171	90.90
		219 (E)	4315426		GLUCOSE TEST STRIPS	101.2200.42171	27.60
		219 (E)	23205		GAS MONITOR CARD	101.2200.42171	46.00
		219 (E)	73497		PAPER TWLS, COFFEE, DUCT TAPE, PAINTER	101.2200.42175	42.36
		219 (E)	110722	MSC	EMT COURSE - NEW HIRE SD	101.2200.43105	1,650.00
		219 (E)	189426		FDIC INTL REGISTRATION FEE TM	101.2200.43105	649.00
		219 (E)	R952A6.1		LODGING-MSFCA CONF CT	101.2200.43320	631.32
		219 (E)	R952A6.5		LODGING-MSFCA CONF DO	101.2200.43320	420.88
		219 (E)	R952A6.4		LODGING-MSFCA CONF DULUTH	101.2200.43320	420.88
		219 (E)	R952A6.2		LODGING-MSFCA CONF ZP	101.2200.43320	420.88
		219 (E)	180-645-145-16		FLIGHT-FDIC INTL CONF INDIANA	101.2200.43320	498.21
		219 (E)	538699226		LODGING-MSFCA CONFERENCE-REVERSAL	101.2200.43320	(759.54)
		219 (E)	50012830		PLATINUM PLUS FILM APPLICATION #040	101.3100.44080	(37.63)
		219 (E)	82524		BACKUP CAMERAS, MIRROR MONITOR	101.3121.42010	509.00
		219 (E)	8080262		SURE SHOT SPRAYER 32 OZ	101.3121.42171	49.65
		219 (E)	1016255		MINI T-LINE STRAINERS	101.3121.42171	68.52
		219 (E)	102022		PICTURE FRAMES	101.3121.42171	22.50
		219 (E)	39158		WORKPLACE PROFILE	101.3121.43050	81.00
		219 (E)	39167		WORKPLACE PROFILE ACCOUNT SETUP	101.3121.43050	810.00
		219 (E)	9989		SOFTWARE LICENSE 101922	101.3121.44030	50.00
		219 (E)	6314614		2 WD-SSD-REC, SCREEN CLEANER-IT	101.5000.42011	149.98
		219 (E)	9456220		DUCT TAPE, MONTHLY PLANNER	101.5000.42171	33.87
		219 (E)	102022	TGT	BATTERIES, SNACKS-YOUTH TRIP, GAMES-Y	101.5000.42171	12.99
		219 (E)	9456220		REFUND-YEARLY PLANNER	101.5000.42171	(21.59)
		219 (E)	9316235		CATCHER'S GEAR, SOCCER BALLS, TBALLS	101.5001.42170	168.73
		219 (E)	106		PIZZA-END OF SOCCER PARTY	101.5001.42175	195.55
		219 (E)	47772		PIZZA-END OF SOCCER PARTY	101.5001.42175	108.80
		219 (E)	111322	HL	WREATH MAKING CLASS SUPPLIES	101.5004.42170	333.18
		219 (E)	102022	TGT	BATTERIES, SNACKS-YOUTH TRIP, GAMES-Y	101.5004.42171	63.97
		219 (E)	102022	TGT	BATTERIES, SNACKS-YOUTH TRIP, GAMES-Y	101.5004.42175	27.87
		219 (E)	102122	DOM	POP-VALLEYFAIR YOUTH TRIP	101.5004.42175	14.95
		219 (E)	7534617		TABLECLOTH CLIPS, ERASERS-TRUCK OR T	101.5004.44378	26.94
		219 (E)	101922	WALMART	SANCKS & CRAFT SUPPLIES	101.5040.42170	17.32
		219 (E)	101722	HL	CRAFT SUPPLIES	101.5040.42170	14.73
		219 (E)	101922	WALMART	SANCKS & CRAFT SUPPLIES	101.5040.42175	165.77
		219 (E)	7417869		BINDER CLIPS, PENS	204.6314.42000	21.68
		219 (E)	2370654		PENS	204.6314.42000	8.99
		219 (E)	22885		LEGAL CONSULTING-COMCAST CONTRACT R	225.9844.43050	1,100.00
		219 (E)	5071411		2PK USB MOUSE EMULATOR-IT/LIBRARY	240.5500.42011	7.49
		219 (E)	8646624		DESKSIDE SIDE SADDLE BASKETS	240.5500.42171	
		219 (E)	2307877902		ADOBE CREATIVE CLOUD 1YR RENEWAL	240.5500.44030	

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		219(E)	9		PIZZA-VALLEYFAIR YOUTH TRIP	261.5029.42175	82.37
		219(E)	142SPOS1806291		VALLEYFAIR ADMISSIONS,DRINK WRISTBA	261.5029.44200	949.93
		219(E)	101922 MICHAELS		HALLOWEEN CRAFT SUPPLIES,RIBBONS-YO	262.5016.42170	192.42
		219(E)	3205		YOUTH TRIP-CORN MAZE	262.5016.44200	288.75
		219(E)	110922 TGT		WATER, SNACKS	262.5017.42170	71.25
		219(E)	102622 MICHAELS		GLITTER,TASSELS,GLUE,TOOLS,MISC CRA	262.5017.42170	227.23
		219(E)	0064246656228 EJ		BAGGAGE-NAPSSW CONF INDIANAPOLIS	272.2100.43320	30.00
		219(E)	0064246656228 EC		BAGGAGE-NAPSSW CONF INDIANAPOLIS	272.2100.43320	30.00
		219(E)	0064246656228 JT		BAGGAGE-NAPSSW CONF INDIANAPOLIS	272.2100.43320	30.00
		219(E)	0064246249763 EJ		BAGGAGE-NAPSSW CONF INDIANAPOLIS	272.2100.43320	30.00
		219(E)	0064246249763 EC		BAGGAGE-NAPSSW CONF INDIANAPOLIS	272.2100.43320	30.00
		219(E)	0064246249763 JT		BAGGAGE-NAPSSW CONF INDIANAPOLIS	272.2100.43320	30.00
		219(E)	607652		LODGING-NAPSSW CONF INDIANAPOLIS	272.2100.43320	445.77
		219(E)	607653		LODGING-NAPSSW CONF INDIANAPOLIS	272.2100.43320	445.77
		219(E)	607654		LODGING-NAPSSW CONF INDIANAPOLIS	272.2100.43320	445.77
		219(E)	244495887801		DINNER-NAPSSW CONF INDIANAPOLIS	272.2100.43320	51.57
		219(E)	87		BREAKFAST-NAPSSW CONF INDIANAPOLIS	272.2100.43320	82.40
		219(E)	10004		LUNCH-NAPSSW CONF INDIANAPOLIS	272.2100.43320	61.51
		219(E)	20111		DINNER-NAPSSW CONF INDIANAPOLIS	272.2100.43320	62.90
		219(E)	996		LUNCH-NAPSSW CONF INDIANAPOLIS	272.2100.43320	74.51
		219(E)	103122 LYFT		LYFT-NAPSSW CONF INDIANAPOLIS	272.2100.43320	42.24
		219(E)	110222 LYFT		LYFT-NAPSSW CONF INDIANAPOLIS	272.2100.43320	14.71
		219(E)	110222 LYFT		LYFT-NAPSSW CONF INDIANAPOLIS	272.2100.43320	13.40
		219(E)	110322 LYFT		LYFT-NAPSSW CONF INDIANAPOLIS	272.2100.43320	42.07
		219(E)	16662357		DINNER-NAPSSW CONF INDIANAPOLIS	272.2100.43320	60.09
		219(E)	82524		BACKUP CAMERAS,MIRROR MONITOR	601.9600.42010	399.50
		219(E)	82524		BACKUP CAMERAS,MIRROR MONITOR	602.9600.42010	399.50
		219(E)	8612201		RADIO ANTENNA ADAPTOR #0083	701.0000.14120	6.92
		219(E)	26-09224-24858		HEATER CORE #0213	701.0000.14120	376.41
		219(E)	543293		TIRES #0480	701.0000.14120	367.13
		219(E)	13-09294-99257		MOTOROLA BASE PHONES	701.9950.42010	139.98
		219(E)	5071411		2PK USB MOUSE EMULATOR-IT/LIBRARY	720.9980.42011	7.50
		219(E)	1353052		MOUSE JIGGLER-VIDEO MONITORING LAP	720.9980.42011	9.99
		219(E)	6314614		2 WD-SSD-REC,SCREEN CLEANER-IT	720.9980.42171	29.97
		219(E)	10728604		10 ADDITIONAL DUO LICENSES PRORATED	720.9980.44030	107.80
		219(E)	5330		SOFTBALL BATS	881.5000.42170	1,236.79
		219(E)	1233818		SOFTBALL PANTS	881.5000.42170	59.97
		219(E)	6577934		ACCUBAT COACHES HELPER	881.5000.42171	271.96

22,361.85

12/08/2022	MAIN	193205	5620898	56 BREWING LLC	112222 INV	609.0000.14500
		193205	5620718		110722 INV	609.0000.14500

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							210.00
12/08/2022	MAIN	193206	C15428	AARP	DEFENSIVE DRIVER COURSE 111422	101.5040.43105	320.00
12/08/2022	MAIN	193207	20427	AMERICAN LEGAL PUBLISHING	II2022-S-18 FOLIO INTERNET SUPPLEMENT	101.1410.43050	281.00
12/08/2022	MAIN	193208	25625	ARCHIVESOCIAL INC	SOCIAL MEDIA ARCHIVE 122622-122523	225.9844.44000	2,988.00
12/08/2022	MAIN	193209	111422	BALISTRERI/JAKE	UNIFORM REIMBURSEMENT 2022	101.5200.42172	32.44
12/08/2022	MAIN	193210	03372	BANGSTAD BREWING COMPANY LLC	112122 INV	609.0000.14500	155.42
12/08/2022	MAIN	193211	254499	BARNA GUZY & STEFFEN LTD	3989 CENTRAL AVE LEGAL SERVICES	411.9999.43050.1911	8,535.00
12/08/2022	MAIN	193212	INV-012118	BLUME BRAUHAUS LLC	112122 INV	609.0000.14500	75.50
12/08/2022	MAIN	193213	192039	BOURGET IMPORTS LLC	112222 INV/DEL	609.0000.14500	296.00
		193213	192039		112222 INV/DEL	609.9791.42199	8.00
							304.00
12/08/2022	MAIN	193214	226932A	BULLER/ERIN	HOTEL PA CONF 082722-090122	272.2100.44300	1,020.30
12/08/2022	MAIN	193215	11/30/2022	CATHRYN DEBRUYNE	UB refund for account: 212-0620-00-433.0000.20120		3.53
		193215	11/30/2022		UB refund for account: 212-0620-00-601.0000.20120		108.95
		193215	11/30/2022		UB refund for account: 212-0620-00-602.0000.20120		73.52
		193215	11/30/2022		UB refund for account: 212-0620-00-603.0000.20120		76.43
		193215	11/30/2022		UB refund for account: 212-0620-00-604.0000.20120		18.61
							281.04
12/08/2022	MAIN	193216	0000648091	CENTRAL MCGOWAN	REPAIR TWO STAGE REGULATOR	701.9950.44000	76.36
12/08/2022	MAIN	193217	00763157	CENTURY COLLEGE	EMERGENCY MEDICAL TECHNICIAN BOOK	101.2200.43105	295.00
12/08/2022	MAIN	193218	4137940476	CINTAS INC	RUGS CITY HALL 111822	101.1940.44020	21.45
		193218	4138778592		MOPS, LINENS, & MATS JPM 112922	101.5129.44020	180.93
							202.38
12/08/2022	MAIN	193219	221031	COMMERCIAL ASPHALT	MV4 WEAR ASPHALT	101.3121.42160	1,500.38
12/08/2022	MAIN	193220	226931A	CROSBY/EILEEN	HOTEL PA CONF 082722-090122	272.2100.44300	1,026.65
12/08/2022	MAIN	193221	9001088	CRYSTAL SPRINGS ICE LLC	112122 INV/DEL	609.0000.14500	191.60
		193221	9001086		112122 INV/DEL	609.0000.14500	110.00
		193221	9001085		112122 INV/DEL	609.0000.14500	46.00
		193221	9001086		112122 INV/DEL	609.9791.42199	4.00
		193221	9001088		112122 INV/DEL	609.9792.42199	4.00
		193221	9001085		112122 INV/DEL	609.9793.42199	4.00

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12/08/2022	MAIN	193222	12/01/2022	DARIEN HANSMANN	UB refund for account: 309-0315-00-433.0000.20120		4.63
		193222	12/01/2022		UB refund for account: 309-0315-00-601.0000.20120		152.37
		193222	12/01/2022		UB refund for account: 309-0315-00-602.0000.20120		102.15
		193222	12/01/2022		UB refund for account: 309-0315-00-603.0000.20120		26.79
		193222	12/01/2022		UB refund for account: 309-0315-00-604.0000.20120		24.35
							310.29
12/08/2022	MAIN	193223	INV-002353	DEFIANT DISTRIBUTORS LLC	112122 INV/DEL	609.0000.14500	180.19
		193223	INV-002353		112122 INV/DEL	609.9791.42199	10.00
							190.19
12/08/2022	MAIN	193224	15497-01	DO-GOOD.BIZ INC	MAIL SVC, POSTAGE WINTER NEWSLETTER	225.9844.43050	2,737.83
12/08/2022	MAIN	193225	22-556-00003	DORAN SPECIAL PROJECTS, LLC	CONSTRUCTION MANAGEMENT SERVICES FO	411.0000.20610	(245.27)
		193225	22-556-00003		CONSTRUCTION MANAGEMENT SERVICES FO	411.9999.43050.1911	12,966.19
							12,720.92
12/08/2022	MAIN	193226	2104	EASTLAKE CRAFT BREWERY LLC	112222 INV	609.0000.14500	108.00
12/08/2022	MAIN	193227	0503759	FERGUSON WATERWORKS INC	REP CLAMP BOLTS	601.9600.42010	246.50
		193227	0502709-1		SERVICE PLUGS	602.9600.42010	121.60
							368.10
12/08/2022	MAIN	193228	1724-1724140445	FIRST AMERICAN TITLE INS CO	CH CONSTRUCTION DRAW #1 ADMIN FEE	411.9999.43050.1911	500.00
		193228	1724-1724140446		CH CONSTRUCTION DRAW #2 ADMIN FEE	411.9999.43050.1911	500.00
							1,000.00
12/08/2022	MAIN	193229	38190	FLAHERTYS HAPPY TYME COMPAN	112222 INV	609.0000.14500	156.00
		193229	38186		112222 INV	609.0000.14500	156.00
							312.00
12/08/2022	MAIN	193230	22-242*03	GOODMANSON CONSTRUCTION, IN	GOULD AVE-CONCRETE CURB & GUTER, AP	430.6323.45185.2208	12,907.00
12/08/2022	MAIN	193231	MN00122597	GRAPE BEGINNINGS INC	112322 INV/DEL	609.0000.14500	870.00
		193231	MN00122597		112322 INV/DEL	609.9791.42199	11.25
							881.25
12/08/2022	MAIN	193232	3615215530	GREAT LAKES COCA-COLA DISTRI	112122 INV	609.0000.14500	655.70
12/08/2022	MAIN	193233	2090890	HANSEN/JEREMY	BOOT REIMBURSEMENT 2022	101.3121.42173	200.00
12/08/2022	MAIN	193234	561577	HOHENSTEINS INC	112522 INV	609.0000.14500	1,805.40
		193234	560087		111822 INV	609.0000.14500	283.50
		193234	541947		091522 INV	609.0000.14500	
							2,

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12/08/2022	MAIN	193235	1022764	HOME DEPOT #2802	TROWEL, SPRAYER, ROLLER FRAME, PAIN	101.0000.20815	(3.89)
		193235	22536		CHAIN	101.3121.42171	11.88
		193235	2012016		POLY LEXAN SHEETS, SEALANT	101.5200.42171	43.42
		193235	3234373		DAFFODIL & TULIP BULBS-CLOCK TOWER	212.3190.42171	49.95
		193235	3013192		FLOWER BULBS	212.3190.42171	53.51
		193235	3234372		RETURN BULB INV#3013192	212.3190.42171	(53.51)
		193235	1022764		TROWEL, SPRAYER, ROLLER FRAME, PAIN	609.9793.42171	60.48
							161.84
12/08/2022	MAIN	193236	S500002509	HORWITZ INC	SOUTH AIR HANDLER REPAIR	240.5500.44020	1,328.39
12/08/2022	MAIN	193237	41725	INDEPENDENT TESTING TECH, I	MATERIALS TESTING 2022 STREET REHAB	415.9999.43050.2202	3,920.00
		193237	41803		MAT TESTING 2022 STREET REHAB TRIP	415.9999.43050.2202	215.00
							4,135.00
12/08/2022	MAIN	193238	IN4000816	INNOVATIVE OFFICE SOLUTIONS	LABELS, PENS	101.1510.42000	18.38
		193238	IN4012454		DESK PAD CALENDARS	101.5000.42000	9.90
		193238	IN3793564		PENS	201.2400.42000	16.05
		193238	IN4012450		CALENDARS, APPOINTMENT BOOK	609.9791.42000	24.67
		193238	IN4012450		CALENDARS, APPOINTMENT BOOK	609.9792.42000	22.57
		193238	IN4012450		CALENDARS, APPOINTMENT BOOK	609.9793.42000	9.57
							101.14
12/08/2022	MAIN	193239	3783	INSIGHT BREWING COMPANY, LL	(112222 INV	609.0000.14500	129.20
12/08/2022	MAIN	193240	14977	INTEGRATED LOSS CONTROL INC	SAFETY SERVICES 1222	101.3121.43105	75.66
		193240	14977		SAFETY SERVICES 1222	101.5200.43105	75.67
		193240	14977		SAFETY SERVICES 1222	601.9600.43105	75.66
		193240	14977		SAFETY SERVICES 1222	602.9600.43105	75.67
		193240	14977		SAFETY SERVICES 1222	604.9600.43105	75.67
		193240	14977		SAFETY SERVICES 1222	701.9950.43105	75.67
							454.00
12/08/2022	MAIN	193241	12/01/2022	JOE & KIM WOODS	UB refund for account: 315-0015-00-101.0000.20120		1.80
		193241	12/01/2022		UB refund for account: 315-0015-00-433.0000.20120		1.78
		193241	12/01/2022		UB refund for account: 315-0015-00-601.0000.20120		100.14
		193241	12/01/2022		UB refund for account: 315-0015-00-602.0000.20120		43.00
		193241	12/01/2022		UB refund for account: 315-0015-00-603.0000.20120		10.37
		193241	12/01/2022		UB refund for account: 315-0015-00-604.0000.20120		9.44
							166.53
12/08/2022	MAIN	193242	171041	KENNEDY & GRAVEN	BOND COUNSEL SERVICES	315.7000.46210	1,031.00
12/08/2022	MAIN	193243	014401A	MCCLELLAN SALES INC	FLAMMABLE STORAGE CABINET	101.5200.42010	1,031.00

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12/08/2022	MAIN	193244	661372	MCDONALD DISTRIBUTING CO	112522 INV	609.0000.14500	306.25
12/08/2022	MAIN	193245	19798	MEGA BEER LLC	112222 INV	609.0000.14500	275.00
12/08/2022	MAIN	193246	77332	MENARDS CASHWAY LUMBER-FRID	DRIVEWAY MARKERS	101.3121.42171	99.00
		193246	77775		SOAP, VINEGAR	101.3121.42171	11.92
		193246	77386		HEAVY DUTY TARP	101.3121.42171	59.99
		193246	78731		DOOR KICKDOWNS & LEG TIPS	101.5129.42171	60.84
							231.75
12/08/2022	MAIN	193247	2023	METRO AREA MANAGEMENT ASSOC	2023 MEMBERSHIP BOURGEOIS	101.1320.44330	45.00
12/08/2022	MAIN	193248	745173	MIDWAY FORD	WHEEL ASSEMBLY	701.0000.14120	188.44
		193248	745174		WHEEL ASSEMBLY	701.0000.14120	804.02
							992.46
12/08/2022	MAIN	193249	ALR0139276X	MN DEPT OF LABOR & INDUSTRY	ELEVATOR PERMIT	101.1940.44390	100.00
		193249	ALR0140546X		ELEVATOR PERMIT	228.6317.44390	100.00
							200.00
12/08/2022	MAIN	193250	10000152240	MN POLLUTION CONTROL AGENCY	RAP REVIEW 3930 UNIVERSITY AVE NE	408.6414.43050	750.00
12/08/2022	MAIN	193251	S072390	MODERN HEATING & AIR INC	REPLACE MOTOR BOILER PUMP#1	101.1940.44020	4,400.00
		193251	S072365		REPLACE CONTROL MULTISTACK #2	101.2100.44020	1,940.00
		193251	S072367		PCO5 CONTROL BOARD FOR MULTISTACK U	101.2100.44020	650.00
		193251	S072365		REPLACE CONTROL MULTISTACK #2	101.2200.44020	1,940.00
		193251	S072367		PCO5 CONTROL BOARD FOR MULTISTACK U	101.2200.44020	650.00
		193251	S072244		REPLACE LOW WATER CUTOUTS	101.5129.44020	1,250.00
		193251	S072360		INSTALL FILTER RACK FOR AHU-1	240.5500.44020	2,635.00
							13,465.00
12/08/2022	MAIN	193252	41348	MORRELL ENTERPRISES LP	LEAF DISPOSAL	603.9510.42930	1,221.88
		193252	41374		LEAF DISPOSAL-STREET DEPT 110822-11	603.9530.44300	1,016.88
		193252	41348		LEAF DISPOSAL	603.9530.44300	218.75
							2,457.51
12/08/2022	MAIN	193253	1369513-00	MTI DISTRIBUTING	ALTERNATOR	701.0000.14120	681.66
		193253	1369374-00		SOLENOID, KNOB, FUSE HOLDER, NUTS	701.0000.14120	232.32
							913.98
12/08/2022	MAIN	193254	41113	NORTHERN DEWATERING INC	REPAIR FLYGT 2610.160	101.1940.44020	100.00
12/08/2022	MAIN	193255	030922	PERKINS/JON	UNIFORM REIMBURSEMENT 2022	101.3121.42172	
		193255	124677		BOOT REIMBURSEMENT 2022	101.3121.42173	

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							450.00
12/08/2022	MAIN	193256	200-1039865	PRECISE MRM LLC	DATA PLAN 1022	101.3121.43250	80.00
		193256	200-1039865		DATA PLAN 1022	604.9600.43250	80.00
							160.00
12/08/2022	MAIN	193257	319129392	PREMIUM WATERS INC	113022 COOLER RENTAL	101.0000.20815	(0.27)
		193257	319129391		113022 COOLER RENTALS	101.0000.20815	(0.55)
		193257	319129393		113022 COOLER RENTAL	101.0000.20815	(0.27)
		193257	319078757		103122 COOLER RENTAL	101.1110.42171	4.00
		193257	319130849		113022 COOLER RENTAL	101.1110.42171	4.00
		193257	319076950		103122 COOLER RENTALS	101.1510.42171	8.00
		193257	319129057		113022 COOLER RENTALS	101.1510.42171	8.00
		193257	319077546		103122 COOLER RENTAL	201.2400.42171	4.00
		193257	319129646		113022 COOLER RENTAL	201.2400.42171	4.00
		193257	319129391		113022 COOLER RENTALS	609.9791.42171	8.55
		193257	319118548		112322 WATER	609.9791.42171	9.00
		193257	319129392		113022 COOLER RENTAL	609.9792.42171	4.27
		193257	319129393		113022 COOLER RENTAL	609.9793.42171	4.27
		193257	319118549		112322 WATER	609.9793.42171	9.00
							66.00
12/08/2022	MAIN	193258	5897	RAVELING COMPANIES LLC	HAMMER BRACKET COMPACTOR REPAIR	701.0000.14120	1,080.00
12/08/2022	MAIN	193259	5003851604	RED BULL DISTRIBUTION CO INC	112122 INV	609.0000.14500	233.28
12/08/2022	MAIN	193260	3092192-00	REINDERS INC	GRASS SEED	101.5200.42160	1,136.00
12/08/2022	MAIN	193261	INV-1022-1041	RESPEC INC	GIS SERVICES 1022	101.3100.43050	1,743.53
		193261	INV-1022-1041		GIS SERVICES 1022	101.3121.43050	161.44
		193261	INV-1022-1041		GIS SERVICES 1022	101.5200.43050	161.44
		193261	INV-1022-1041		GIS SERVICES 1022	601.9600.43050	387.45
		193261	INV-1022-1041		GIS SERVICES 1022	602.9600.43050	387.45
		193261	INV-1022-1041		GIS SERVICES 1022	701.9950.43050	387.44
							3,228.75
12/08/2022	MAIN	193262	588354	ROHN INDUSTRIES INC	SHREDDING 112122	101.1410.44000	17.73
12/08/2022	MAIN	193263	8106098892	SCHINDLER ELEVATOR CORP INC	PREVENT MAINT 1122	101.1940.44020	74.63
		193263	7153601347		ELEVATOR REPAIR 103122	101.1940.44020	323.67
		193263	7153597976		ELEVATOR REPAIR 102822	101.1940.44020	601.33
		193263	8106098893		PREVENT MAINT 1122	101.5129.44020	74.63
		193263	8106096699		PREVENT MAINT 1122	609.9791.44020	185.89

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12/08/2022	MAIN	193264	436881	SHORT ELLIOT HENDRICKSON INC	SPRINT DECOM@WATER TOWER-IVANHOE PL	601.9600.43050	2,245.11
12/08/2022	MAIN	193265	3523506603	STAPLES ADVANTAGE	COPY PAPER	101.5000.42000	248.94
		193265	3520126143		CLEANING SUPPLIES	609.9791.42171	52.29
		193265	3523012888		RETURN CLEANING SUPPLIES	609.9791.42171	(52.29)
							248.94
12/08/2022	MAIN	193266	SW-001039SI	SWAGIT PRODUCTIONS, LLC	STREAMING & MEETING RECORDINGS	1222225.9844.43050	1,695.00
12/08/2022	MAIN	193267	68589	T A SCHIFSKY & SONS INC	AC 3/8" AGGREGATE MIXES	101.3121.42160	149.25
12/08/2022	MAIN	193268	M27752	TIMESAVER OFF SITE SECRETR	MEETING MINUTES 102422-110122	101.1410.43050	160.50
		193268	M27752		MEETING MINUTES 102422-110122	201.2400.43050	192.00
							352.50
12/08/2022	MAIN	193269	804388	TRIO SUPPLY COMPANY INC	CAN LINERS, TP, MOP	240.5500.42171	260.70
12/08/2022	MAIN	193270	9286479	WASTE MANAGEMENT OF WI-MN	REFUSE AND RECYCLING 0922	603.9510.42910	94,201.57
		193270	9286479		REFUSE AND RECYCLING 0922	603.9510.42920	25,612.38
		193270	9286479		REFUSE AND RECYCLING 0922	603.9510.42930	3,031.50
		193270	9286479		REFUSE AND RECYCLING 0922	603.9540.43050	325.00
							123,170.45
12/08/2022	MAIN	193271	1003220416	XCEL ENERGY (N S P)	112122 51-7085831-0	101.1940.43810	1,983.19
		193271	1003682395		112322 51-5047554-2	101.2100.43810	964.34
		193271	1003682395		112322 51-5047554-2	101.2200.43810	964.38
							3,911.91
12/08/2022	MAIN	193272	002901	XCEL ENERGY SOLUTIONS	SOLAR SUBSCRIPTION 1022	601.9600.43810	165.77
12/08/2022	MAIN	193273	713	YOUNG/JORDAN	SCRUB GROWTH, HAUL, TRIP CHARGE	415.6450.44000	1,339.07
12/08/2022	MAIN	220 (A)	0106030700	BELLBOY BAR SUPPLY	111622 INV,BAGS	609.0000.14500	278.53
		220 (A)	0106030600		111622 INV,BAGS	609.0000.14500	143.10
		220 (A)	0106030700		111622 INV,BAGS	609.9791.42171	384.30
		220 (A)	0106030600		111622 INV,BAGS	609.9792.42171	63.41
							869.34
12/08/2022	MAIN	221 (A)	0097186800	BELLBOY CORPORATION	110222 INV/DEL	609.0000.14500	4,947.97
		221 (A)	0097229500		110322 INV/DEL	609.0000.14500	(317.00)
		221 (A)	0097186800		110222 INV/DEL	609.9791.42199	62.66
		221 (A)	0097229500		110322 INV/DEL	609.9791.42199	(1.65)
							4,691.98
12/08/2022	MAIN	222 (A)	100941043	BLUE CLOUD DISTRIBUTION OF	1110922 INV	609.0000.14500	
		222 (A)	100941154		112322 INV	609.0000.14500	

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Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
							888.00
12/08/2022	MAIN	223 (A)	346496290	BREAKTHRU BEVERAGE MN BEER	111122 INV 700297782	609.0000.14500	3,908.55
		223 (A)	346545992		111622 INV 700297736	609.0000.14500	860.00
		223 (A)	346545994		111622 INV 700297736	609.0000.14500	150.80
		223 (A)	346545993		111622 INV 700297736	609.0000.14500	10,133.45
		223 (A)	346422822		110822 INV 700297717	609.0000.14500	9,298.35
		223 (A)	346422823		110822 INV 700297717	609.0000.14500	124.00
		223 (A)	346522815		111522 INV 700297717	609.0000.14500	14,904.20
		223 (A)	346496287		111122 INV 700297717	609.0000.14500	561.75
		223 (A)	346522816		111522 INV 700297717	609.0000.14500	344.80
		223 (A)	346523933		111522 INV 700297717	609.0000.14500	1,075.00
		223 (A)	346523934		111522 INV 700297717	609.0000.14500	1,981.55
		223 (A)	345818365		092722 INV 700297717	609.0000.14500	13,263.72
		223 (A)	346009034		101122 INV 700297717	609.0000.14500	10,265.15
		223 (A)	346207592		102522 INV 700297717	609.0000.14500	28,946.80
		223 (A)	346596250		111822 INV 700297782	609.0000.14500	1,075.00
		223 (A)	345730460		092022 INV 700297717	609.0000.14500	22,956.70
		223 (A)	345754308		092122 INV 700297736	609.0000.14500	17,567.50
		223 (A)	344863669		071222 INV 700297736	609.0000.14500	1,353.50
		223 (A)	344863185		071222 INV 700297717	609.0000.14500	288.05
		223 (A)	344863184		071222 INV 700297717	609.0000.14500	33,611.35
		223 (A)	344863670		071222 INV 700297736	609.0000.14500	192.70
		223 (A)	345560901		090622 INV 700297736	609.0000.14500	9,670.45
		223 (A)	345560899		090622 INV 700297717	609.0000.14500	21,877.40
		223 (A)	345641890		091322 INV 700297717	609.0000.14500	10,160.10
		223 (A)	345709114		091622 INV 700297736	609.0000.14500	7,213.35
		223 (A)	346033117		101222 INV 700297736	609.0000.14500	6,610.75
		223 (A)	345033143		072622 INV 700297736	609.0000.14500	18,969.30
		223 (A)	344865784		071222 INV 700297736	609.0000.14500	21,006.95
		223 (A)	345928472		100522 INV 700297736	609.0000.14500	16,264.40
		223 (A)	345939159		100522 INV 700297736	609.0000.14500	237.80
		223 (A)	346033118		101222 INV 700297736	609.0000.14500	145.20
		223 (A)	410162897		092922 INV 700297717	609.0000.14500	(484.60)
		223 (A)	410221869		101822 INV 700297717	609.0000.14500	(69.20)
		223 (A)	410256684		102722 INV 700297717	609.0000.14500	(86.70)
		223 (A)	410143291		092222 INV 700297717	609.0000.14500	(12.65)
		223 (A)	410143288		092222 INV 700297717	609.0000.14500	(24.00)
		223 (A)	410149613		092322 INV 700297717	609.0000.14500	(24.00)
		223 (A)	410157837		092822 INV 700297736	609.0000.14500	(184.10)
		223 (A)	410143290		092222 INV 700297717	609.0000.14500	
		223 (A)	410143292		092222 INV 700297717	609.0000.14500	

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		223 (A)	410143293		092222 INV 700297717	609.0000.14500	(12.00)
		223 (A)	410143295		092222 INV 700297717	609.0000.14500	(96.00)
		223 (A)	409991716		080522 INV 700297736	609.0000.14500	(30.70)
		223 (A)	410003905		080922 INV 700297736	609.0000.14500	(4.22)
		223 (A)	409970990		072922 INV 700297736	609.0000.14500	(218.00)
		223 (A)	409927185		071722 INV 700297717	609.0000.14500	(25.55)
		223 (A)	409927186		071722 INV 700297717	609.0000.14500	(22.40)
		223 (A)	409930411		071822 INV 700297717	609.0000.14500	(3,099.90)
		223 (A)	409932826		071922 INV 700297717	609.0000.14500	(482.70)
		223 (A)	409930407		071822 INV 700297717	609.0000.14500	(148.45)
		223 (A)	409970991		072922 INV 700297736	609.0000.14500	(75.20)
		223 (A)	410291618		110722 INV 700297717	609.0000.14500	(60.00)
		223 (A)	410162899		092922 INV 700297717	609.0000.14500	(34.55)
		223 (A)	410106291		091322 INV 700297736	609.0000.14500	(20.00)
		223 (A)	410162898		092922 INV 700297717	609.0000.14500	(5.76)
		223 (A)	410162900		092922 INV 700297717	609.0000.14500	(12.00)
		223 (A)	410162901		092922 INV 700297717	609.0000.14500	(6.15)
		223 (A)	410267470		103122 INV 700297717	609.0000.14500	(4.26)
		223 (A)	410106293		091322 INV 700297736	609.0000.14500	(110.80)
		223 (A)	410106292		091322 INV 700297736	609.0000.14500	(53.65)
		223 (A)	410106288		091322 INV 700297736	609.0000.14500	(126.00)
		223 (A)	410109154		091222 INV 700297717	609.0000.14500	(460.95)
		223 (A)	410129380		091722 INV 700297717	609.0000.14500	(30.00)
		223 (A)	410127908		091622 INV 700297717	609.0000.14500	(26.75)
		223 (A)	410143396		092222 INV 700297736	609.0000.14500	(60.00)
		223 (A)	410140317		092122 INV 700297736	609.0000.14500	(686.50)
		223 (A)	410215459		101422 INV 700297736	609.0000.14500	(66.25)
		223 (A)	410001277		080822 INV 700297736	609.0000.14500	(2,017.60)
		223 (A)	410001278		080822 INV 700297736	609.0000.14500	(772.00)
		223 (A)	409970113		072922 INV 700297736	609.0000.14500	(5,700.40)
		223 (A)	410212228		101422 INV 700297736	609.0000.14500	(122.25)
		223 (A)	410212229		101422 INV 700297736	609.0000.14500	(30.80)
		223 (A)	410215460		101422 INV 700297736	609.0000.14500	(30.80)
							269,455.68
12/08/2022	MAIN	224 (A)	346592156	BREAKTHRU BEVERAGE MN W&S LJ111822	INV/DEL 700297717	609.0000.14500	1,411.96
		224 (A)	346592157		111822 INV/DEL 700297717	609.0000.14500	128.00
		224 (A)	345874983		093022 INV 700297782	609.0000.14500	63.00
		224 (A)	346592164		111822 INV/DEL 700297736	609.0000.14500	960.54
		224 (A)	346592162		111822 INV/DEL 700297736	609.0000.14500	922.50
		224 (A)	346592163		111822 INV/DEL 700297736	609.0000.14500	2,
		224 (A)	346592167		111822 INV/DEL 700297782	609.0000.14500	129

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		224 (A)	346592168		111822 INV/DEL 700297782	609.0000.14500	756.20
		224 (A)	346592169		111822 INV/DEL 700297782	609.0000.14500	450.75
		224 (A)	346279842		102822 INV/DEL 700297717	609.0000.14500	720.00
		224 (A)	410275565		110222 INV/DEL 700297717	609.0000.14500	(72.00)
		224 (A)	409904627		071222 INV/DEL 700297717	609.0000.14500	(123.84)
		224 (A)	409862473		062822 INV/DEL 700297717	609.0000.14500	(156.00)
		224 (A)	410138595		092122 INV/DEL 700297717	609.0000.14500	(146.60)
		224 (A)	346592156		111822 INV/DEL 700297717	609.9791.42199	18.40
		224 (A)	346592157		111822 INV/DEL 700297717	609.9791.42199	1.15
		224 (A)	346279842		102822 INV/DEL 700297717	609.9791.42199	14.95
		224 (A)	410275565		110222 INV/DEL 700297717	609.9791.42199	(1.15)
		224 (A)	409904627		071222 INV/DEL 700297717	609.9791.42199	(2.30)
		224 (A)	409862473		062822 INV/DEL 700297717	609.9791.42199	(3.45)
		224 (A)	410138595		092122 INV/DEL 700297717	609.9791.42199	(1.15)
		224 (A)	346592164		111822 INV/DEL 700297736	609.9792.42199	9.68
		224 (A)	346592162		111822 INV/DEL 700297736	609.9792.42199	12.65
		224 (A)	346592163		111822 INV/DEL 700297736	609.9792.42199	4.60
		224 (A)	346490972		111122 DEL 700297736	609.9792.42199	18.40
		224 (A)	346592167		111822 INV/DEL 700297782	609.9793.42199	8.05
		224 (A)	346592168		111822 INV/DEL 700297782	609.9793.42199	13.80
		224 (A)	346592169		111822 INV/DEL 700297782	609.9793.42199	6.90
							8,081.84
12/08/2022	MAIN	225 (A)	2768103	CAPITOL BEVERAGE SALES LP	112322 INV	609.0000.14500	718.00
		225 (A)	2767136		112222 INV	609.0000.14500	5,895.05
		225 (A)	2767784		112322 INV	609.0000.14500	7,215.89
		225 (A)	2769928		120122 INV	609.0000.14500	8,265.26
		225 (A)	2768092		112822 INV	609.0000.14500	5,983.87
		225 (A)	2767783		112322 INV	609.0000.14500	(13.65)
							28,064.42
12/08/2022	MAIN	226 (A)	15108	HOTSY MINNESOTA	GUN, COUPLER, PLUGS	602.9600.42010	81.93
12/08/2022	MAIN	227 (A)	2186330	JOHNSON BROTHERS LIQUOR CO.	112322 INV	609.0000.14500	1,425.00
		227 (A)	2182459		111822 INV	609.0000.14500	1,192.00
		227 (A)	2186331		112322 INV	609.0000.14500	303.73
		227 (A)	21844964		112222 INV	609.0000.14500	64.00
		227 (A)	2184963		112222 INV	609.0000.14500	394.52
		227 (A)	2184961		112222 INV	609.0000.14500	580.00
		227 (A)	2184953		112222 INV	609.0000.14500	227.25
		227 (A)	2184956		112222 INV	609.0000.14500	72.00
		227 (A)	2184967		112222 INV	609.0000.14500	
		227 (A)	2184968		112222 INV	609.0000.14500	

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		227 (A)	2186326		112322 INV	609.0000.14500	126.00
		227 (A)	2184965		112222 INV	609.0000.14500	112.00
		227 (A)	2184962		112222 INV	609.0000.14500	36.00
		227 (A)	2186329		112322 INV	609.0000.14500	231.00
		227 (A)	2186327		112322 INV	609.0000.14500	1,384.00
		227 (A)	2186328		112322 INV	609.0000.14500	836.00
		227 (A)	230317		111822 INV	609.0000.14500	(8.67)
		227 (A)	2184953		112222 INV	609.9791.42199	8.11
		227 (A)	2184956		112222 INV	609.9791.42199	2.70
		227 (A)	2186326		112322 INV	609.9791.42199	1.35
		227 (A)	2186327		112322 INV	609.9791.42199	37.79
		227 (A)	2186328		112322 INV	609.9791.42199	27.00
		227 (A)	2186325		112322 DEL	609.9791.42199	2.70
		227 (A)	230316		111822 DEL	609.9791.42199	(1.50)
		227 (A)	2186330		112322 INV	609.9792.42199	35.24
		227 (A)	2186322		112322 DEL	609.9792.42199	2.70
		227 (A)	2186331		112322 INV	609.9792.42199	4.05
		227 (A)	2186321		112322 DEL	609.9792.42199	0.23
		227 (A)	2184967		112222 INV	609.9792.42199	13.50
		227 (A)	2184968		112222 INV	609.9792.42199	6.75
		227 (A)	2182459		111822 INV	609.9793.42199	13.50
		227 (A)	21844964		112222 INV	609.9793.42199	1.35
		227 (A)	2184963		112222 INV	609.9793.42199	4.05
		227 (A)	2184961		112222 INV	609.9793.42199	6.75
		227 (A)	2184965		112222 INV	609.9793.42199	3.85
		227 (A)	2184962		112222 INV	609.9793.42199	1.35
		227 (A)	2186329		112322 INV	609.9793.42199	10.50
							7,785.28
12/08/2022	MAIN	228 (A)	6500633	PHILLIPS WINE & SPIRITS INC	112222 INV	609.0000.14500	912.00
		228 (A)	6488913		110222 INV	609.0000.14500	110.40
		228 (A)	6501312		112322 INV	609.0000.14500	480.00
		228 (A)	6501313		112322 INV	609.0000.14500	72.00
		228 (A)	6500633		112222 INV	609.9791.42199	13.50
		228 (A)	6500634		112222 DEL	609.9791.42199	2.58
		228 (A)	6501310		112322 DEL	609.9791.42199	0.45
		228 (A)	6501312		112322 INV	609.9791.42199	4.05
		228 (A)	6501313		112322 INV	609.9791.42199	1.35
		228 (A)	6488913		110222 INV	609.9792.42199	1.36
							1,597.69
12/08/2022	MAIN	229 (A)	2283058	SOUTHERN GLAZER'S	111722 INV/DEL	609.0000.14500	
		229 (A)	2283057		111722 INV/DEL	609.0000.14500	144.00

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Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		229 (A)	2282922		111722 INV/DEL	609.0000.14500	320.36
		229 (A)	2282923		111722 INV/DEL	609.0000.14500	288.00
		229 (A)	2277617		110322 INV/DEL	609.0000.14500	971.40
		229 (A)	2282911		111722 INV/DEL	609.0000.14500	4,952.15
		229 (A)	2280310		111022 INV/DEL	609.0000.14500	1,862.10
		229 (A)	2280312		111022 INV/DEL	609.0000.14500	224.30
		229 (A)	2280317		111022 INV/DEL	609.0000.14500	892.80
		229 (A)	9445365		100722 INV/DEL	609.0000.14500	(980.00)
		229 (A)	9445364		100722 INV/DEL	609.0000.14500	(695.95)
		229 (A)	2277617		110322 INV/DEL	609.9791.42199	7.68
		229 (A)	2282911		111722 INV/DEL	609.9791.42199	32.00
		229 (A)	2280310		111022 INV/DEL	609.9791.42199	33.28
		229 (A)	9445364		100722 INV/DEL	609.9791.42199	(5.23)
		229 (A)	2282922		111722 INV/DEL	609.9792.42199	8.96
		229 (A)	2282923		111722 INV/DEL	609.9792.42199	5.12
		229 (A)	2280312		111022 INV/DEL	609.9792.42199	4.05
		229 (A)	2280317		111022 INV/DEL	609.9792.42199	20.48
		229 (A)	9445365		100722 INV/DEL	609.9792.42199	(5.12)
		229 (A)	2283058		111722 INV/DEL	609.9793.42199	8.96
		229 (A)	2283057		111722 INV/DEL	609.9793.42199	2.56
							<hr/> 8,986.86
12/08/2022	MAIN	230 (A)	7405212	WINE MERCHANTS	112222 INV	609.0000.14500	50.00
		230 (A)	7405212		112222 INV	609.9791.42199	2.70
							<hr/> 52.70
				TOTAL - ALL FUNDS	TOTAL OF 168 CHECKS	1,587,725.68	

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Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
12/02/2022	PR	90861	INSCCU	112.00	112.00	0.00	Open
12/02/2022	PR	90862	LAW ENFORCEMENT LABOR SERVICES	1,365.00	1,365.00	0.00	Open
12/02/2022	PR	90863	LAW ENFORCEMENT LABOR SERVICES	260.00	260.00	0.00	Open
12/02/2022	PR	EFT759	COL HTS LOCAL 1216	200.00	200.00	0.00	Open
12/02/2022	PR	EFT760	COLHTS FIREFIGHTER ASSN	300.00	300.00	0.00	Open
12/02/2022	PR	EFT761	MSRS MNDPC PLAN 650251	2,312.63	2,312.63	0.00	Open
12/02/2022	PR	EFT762	HSA BANK	8,144.95	8,144.95	0.00	Open
12/02/2022	PR	EFT763	VANTAGEPOINT TRANSFER 457	18,185.67	18,185.67	0.00	Open
12/02/2022	PR	EFT764	IRS	92,402.61	92,402.61	0.00	Open
12/02/2022	PR	EFT765	PERA 397400	88,715.08	88,715.08	0.00	Open
12/02/2022	PR	EFT766	COL HGTS POLICE ASSN	144.50	144.50	0.00	Open
12/02/2022	PR	EFT767	VANTAGEPOINT TRANSFER AGENTS	724.81	724.81	0.00	Open
12/02/2022	PR	EFT768	VANTAGEPOINT TRANSFER -401	2,052.23	2,052.23	0.00	Open
12/02/2022	PR	EFT769	STATE OF MN TAX	19,190.02	19,190.02	0.00	Open
Totals:			Number of Checks: 014	234,109.50	234,109.50	0.00	
Total Physical Checks:			3				
Total Check Stubs:			11				

The amount of property taxes included in the city manager's initial proposed 2023 budget was used to create the individual notices of proposed 2023 property taxes mailed to each property owner by Anoka County in November. This tax levy reflects an 8% increase in the amount received by the City. The annual portion of the tax levy subsidized by the Metro Area Fiscal Disparities program will decrease by 5% for 2023 under the state formula for that program. This results in an average increase of 12.7% to the remainder of the tax levy, which is paid by local property owners.

We note that property values within the City increased at significantly different rates for 2023 depending on property class:

Property Class	Increase in 2023 Taxable Market Value
Apartments	7%
Commercial	15%
Residential	29%

This shift in the proportion of total value within the City to residential property also shifts a greater portion of the local tax levy to residential property compared to other types of property. Consequently, many residential properties will see 2023 tax increases that are greater than the city-wide average of 12.7%.

Under state statute, at the December 13th meeting, the city council cannot adopt a tax levy greater than the amount certified to Anoka County in September for the individual notices sent to each property owner.

RECOMMENDED MOTION(S):

MOTION: Move to waive the reading of Resolution 2022-118, there being ample copies available to the public.

MOTION: Move to close the public hearing and adopt Resolution 2022-118, being a resolution adopting a budget for the year 2023, setting the city levy, approving the HRA levy, and approving a tax rate increase.

ATTACHMENTS:

Resolution 2022-118

ADOPTING A BUDGET FOR THE YEAR 2023, SETTING THE CITY LEVY, APPROVING THE HRA LEVY, AND APPROVING A TAX RATE INCREASE.

Now, in accordance with all ordinances and regulations of the City of Columbia Heights, the City Council of the City of Columbia Heights makes the following:

ORDER OF COUNCIL

Section A. The budget for the City of Columbia Heights for the year 2023 is hereby approved and adopted with appropriations for each of the funds listed below. The estimated gross revenues to fund the budget for the year 2023, including general ad valorem tax levies and use of fund balances, are also listed below.

	<u>Revenue</u>	<u>Expense</u>
Governmental Funds		
General Fund	16,435,700	16,435,700
Planning & Inspections	481,900	481,900
Economic Development Authority Admin.	297,100	297,100
Cable Television	138,800	195,000
Library	1,201,900	1,201,900
After School Programs	12,000	45,800
21st Century Arts	48,600	48,600
Downtown Parking	56,700	56,700
Capital Project Funds	6,818,100	4,722,200
Debt Service Funds	1,405,800	1,535,900
Proprietary Funds		
Water Fund	4,523,100	3,575,400
Sewer Fund	2,769,600	2,846,200
Refuse Fund	3,104,000	3,404,000
Storm Sewer Fund	817,300	1,359,400
Liquor Fund	9,856,900	9,701,900
Municipal Service Center	917,900	1,257,400
Information Systems	783,700	763,700
Change in Fund Balance	-	1,740,300
Total Including Interfund Transfers	49,669,100	49,669,100

Section B. The following sums of money are levied for the current year, collectable in 2023 upon the Taxable property in the City of Columbia Heights, for the following purposes:

Estimated General Fund Levy	13,796,000
Estimated Library Levy	1,166,100
Estimated EDA Fund Levy	297,100
Total	15,259,200

Section C. The City Council of the City of Columbia Heights hereby approves the Columbia Heights Housing and Redevelopment Authority Tax Levy for the fiscal year 2023 in the amount of \$310,000.

BE IT FURTHER RESOLVED: That the County Auditor is authorized to fix a property tax rate for taxes payable in the year 2023 that is higher than the tax rate calculated for the City of Columbia Heights for taxes payable in 2022.

BE IT FURTHER RESOLVED: That the City has adequate fund balances and reserves to pay bond principal and interest payments on General Obligation Bond Series 2015A in the amount of \$238,834 and that the County Auditor is authorized to cancel \$238,834 of the related Bond Levy for taxes payable in 2023, leaving a balance of \$242,000 to be levied for taxes payable 2023 for Series 2015A.

BE IT FURTHER RESOLVED: That the City has adequate fund balances and reserves to pay bond principal and interest payments on General Obligation Bond Series 2017A in the amount of \$339,649 and that the County Auditor is authorized to cancel \$339,649 of the related Bond Levy for taxes payable in 2023, leaving a balance of \$0 to be levied for taxes payable in 2023 for Series 2017A.

BE IT FURTHER RESOLVED: That the City has adequate fund balances and reserves to pay bond principal and interest payments on General Obligation Bond Series 2017B in the amount of \$232,866 and that the County Auditor is authorized to cancel \$232,866 of the related Bond Levy for taxes payable in 2023, leaving a balance of \$331,000 to be levied for taxes payable in 2023 for Series 2017B.

BE IT FURTHER RESOLVED: That the City has adequate fund balances and reserves to pay bond principal and interest payments on General Obligation Bond Series 2018A in the amount of \$25,366 and that the County Auditor is authorized to cancel \$25,366 of the related Bond Levy for taxes payable in 2023, leaving a balance of \$196,000 to be levied for taxes payable in 2023 for Series 2018A.

The Finance Director is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Anoka County, Minnesota.

Passed this _____ day of _____, 2022

Offered by:

Seconded by:

Roll Call:

Mayor Amáda Márquez Simula

Attest: _____

Sara Ion, City Clerk/Council Secretary

AGENDA SECTION	ITEMS FOR CONSIDERATION
MEETING DATE	12/12/2022

ITEM:	Consideration of a Rental License Exemption for 4336 6 th St NE	
DEPARTMENT: Community Development		BY/DATE: Mitchell Forney 12/12/22
<div>CITY STRATEGY:</div> <div><div><div>_ Safe Community</div><div>_ Economic Strength</div><div>_ Equity and Affordability</div><div>_ Opportunities for Play and Learning</div></div><div><div>_ Diverse, Welcoming “Small-Town” Feel</div><div><u>X</u> Excellent Housing/Neighborhoods</div><div>_ Strong Infrastructure/Public Services</div><div>_ Engaged, Multi-Generational, Multi-Cultural Population</div></div></div>		

BACKGROUND:

On September 18th, the owner of 4336 6th St NE, reached out to the Community Development Department requesting an exemption from the single-family rental moratorium. Attached is the letter that staff received. Section 2 of Ordinance 1678, which established the single-family rental moratorium, states that “The City may make exception for any application in individual cases in the event that extreme financial hardship as determined by the City in its sole discretion.” As it is the homeowners right to appeal to the council, staff have brought forth the appeal along with supporting documents for discussion and review.

In the past this property has held a family rental license. In October of this year, the owner applied to renew the family license. Through the application process, Fire Department staff found that the house was no longer being rented to family members and instead had converted to a traditional rental property. The owner was informed of the rental moratorium and has requested an exemption from the moratorium so that they can obtain a rental license and continue to rent out the property. To summarize the letter, the owner no longer lives in Columbia heights but has been assisting a friend by renting to them. While talking to the owner he made it clear that while he does not currently live at the premise, he would like to return to Columbia Heights at some point in the future.

If approved, Resolution 2022-119 would grant a temporary rental license exemption to the homeowner with a few additional requirements. The homeowner is required to complete the license application process within three months from the passage of the resolution. This puts a limit on how long they can take to bring the house into rental compliance if needed. The temporary rental license will be valid for one year from the date that the license is approved. This provides the homeowner and tenant the ability to rent the home for a full one-year lease. After the term of the temporary license the license will be revoked without the ability to renew. The homeowner will then have to apply for a traditional rental license. At this time the moratorium and all its changes will be in effect and the traditional license application will be subject to any limitations and requirements adopted to City code. The resolution clearly states that by giving the homeowner a temporary license, in no way is the City ensuring that a traditional license shall be given or available after the revocation of the temporary license.

RECOMMENDED MOTION(S):

MOTION: Move to waive the reading of Resolution No. 2022-119, there being ample copies available to the public.

MOTION: Move to approve Resolution No. 2022-119, a resolution approving the single-family rental exemption request for the rental application at 4336 6th St NE, Columbia Heights, MN 55421.

ATTACHMENT(S):

- 1. Resolution 2022-119**
- 2. Letter from The Homeowner**

A RESOLUTION APPROVING THE SINGLE-FAMILY RENTAL EXEMPTION REQUEST FOR THE RENTAL APPLICATION AT 4336 6TH ST NE, COLUMBIA HEIGHTS, MN 55421

BE IT RESOLVED BY the City Council (the “Council”) of the City of Columbia Heights, Minnesota (the “City”) as follows:

WHEREAS, on August 22nd, 2022, the Council approved ordinance 1678 which established a moratorium on new rental license applications, for single-family homes, throughout the City; and

WHEREAS, Ordinance 1678 establishes that the City may make exception for any application in individual cases in the event that extreme financial hardship as determined by the City in its sole discretion; and

WHEREAS, the City has received a request from the owner of 4336 6th St NE, Columbia Heights, MN 55421 to make an exception for the property and allow a new rental license to be issued; and

WHEREAS, through review, the City finds that not allowing a new single-family rental license would cause the homeowner extreme financial hardship.

NOW, THEREFORE BE IT RESOLVED, the City does hereby approve the exemption request for 4336 6th St NE, Columbia Heights, MN 55421, allowing the homeowner to apply for a temporary one-year rental license, with the addition of the following requirements.

1. The owner of 4336 6th St NE, Columbia Heights, MN 55421 must apply for and complete the licensing process, to receive the temporary license, within 3 months of the passage of this resolution.
2. The temporary rental license shall be valid for the period of one year after the date that the license has been approved.
3. After the one-year term of the temporary license, the rental license will be revoked, and the property owner must apply for a traditional rental license to continue to operate the premise as a rental, renewal of the temporary license is prohibited.
5. This resolution does not guarantee the homeowner will receive a rental license after the one-year temporary license, and any application for a license after the single-family rental moratorium shall be subject to the regulations in place at the time of the application.

ORDER OF COUNCIL

Passed this 12th day of December, 2022

Offered by:

Seconded by:

Roll Call:

Mayor, Amáda Márquez Simula

Attest:

Sara Ion, City Clerk/Council Secretary

To whom it may concern,

Greetings,

My name is Ryan Wickstrom, I live/own the property located at 4336 6th street N.E, Columbia Heights, MN, 55421. (This is the only property I own). I do not own nor am a part of any remote corporate entities.

Because I work in St. Cloud, I rarely come home. I gave permission to friend who needed help looking for a place to live (he is really good resident, he had been helping my neighbor to the north when they abandoned their house, by cutting their grass and killing the boxelder bugs that come from my neighbor's yard to my yard. They pay me monthly to cover the cost of utilities they use and other expenses. With the money I receive, I also support my single mother who has health problem (she has end stage osteoarthritis).

With this letter, I would like to ask permission to the city of Columbia Heights for a rental permit as required by the City of Columbia Heights. So I can continue to support my dear mother whom I love so much. My mother and I, also needs to support our family in Indonesia.

With my difficult situation right now trying to support myself and support my mother and family in Indonesia, I plead the city to issue the permit for rental until I decide to move back in a year or two with my future wife (I am in relationship right now).

Regards,
Ryan wickstrom