



CITY COUNCIL MEETING
City Hall—Council Chambers, 3989 Central Ave NE
Monday, March 11, 2024
6:00 PM

Mayor
Amada Márquez Simula
Councilmembers
Connie Buesgens
Kt Jacobs
Rachel James
Justice Spriggs
Interim City Manager
Kevin Hansen

AGENDA

ATTENDANCE INFORMATION FOR THE PUBLIC

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

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

WELCOME/CALL TO ORDER/ROLL CALL

MISSION STATEMENT

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

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

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

PROCLAMATIONS, PRESENTATIONS, RECOGNITION, ANNOUNCEMENTS, GUESTS

A. National Night Out Information.

CONSENT AGENDA

These items are considered to be routine by the City Council and will be enacted as part of the Consent Agenda by one motion. Items removed from consent agenda approval will be taken up as the next order of business. (The City Council will make motion to approve the Consent Agenda following the statement of all items.)

- 1. Approve the February 26, 2024 City Council Meeting Minutes.**
MOTION: Move to approve the February 26, 2024 City Council Meeting minutes.
- 2. Accept the January 2nd, 2024, Regular EDA Meeting Minutes.**
MOTION: Move to accept the January 2nd, 2024, Regular EDA Meeting Minutes.
- 3. Resolution 2024-018 Authorizing Staff to Apply for Minnesota Department of Natural Resources Outdoor Recreation Grant Program.**
MOTION: Move to Waive the reading of Resolution 2024-018, there being ample copies available to the public
MOTION: Move to Approve Resolution 2024-018 to Authorize staff to apply for Minnesota Department of Natural Resources Outdoor Recreation Grant Program.
- 4. Authorizing Staff to Apply to the National Fitness Campaign to Become a Partner Community, Receive Grant Funding From Blue Cross Blue Shield of Minnesota, and Build a Fitness Court Studio.**
MOTION: Move to waive the reading of Resolution 2024-24, there being multiple copies available to the public.
MOTION: Move to Approve Resolution 2024-24 Authorizing staff to apply to the National Fitness Campaign to become a partner community, receive grant funding from Blue Cross Blue Shield of Minnesota, and build a Fitness Court Studio.
- 5. Approve Change Order with HKGi for Comprehensive Plan Amendment Consulting.**
MOTION: Move to waive the reading of Resolution 2024-21, there being ample copies available to the public.
MOTION: Move to approve Resolution 2024-21, a resolution approving change order for HKGi consulting contract.
- 6. Resolution 2024-22, Amending the Budget for Project 2111, the Municipal Service Center Master Plan, for \$175,000.**
MOTION: Move to waive the reading of Resolution 2024-22, there being ample copies available to the public.
MOTION: Move to close the public hearing and adopt Resolution 2024-22, being a resolution Amending the Budget for Project 2111, The Municipal Service Center Master Plan for \$175,000.
- 7. Adopt Resolution 2024-23, Amending Resolution 2022-46 “No Mow May”.**
MOTION: Move to waive the reading of Resolution 2024-23, there being ample copies available to the public.
MOTION: Move to adopt Resolution 2024-23, being a resolution Amending No Mow May.
- 8. Second Reading of Ordinance No. 1692, an Ordinance proposing a new roadway, alley, and right-of-way easement serving 1650 40th Avenue NE.**
MOTION: Move to waive the reading of Ordinance No. 1692, an Ordinance proposing new roadway, alley, and right-of-way easement to serve 1650 40th Avenue NE, there being ample copies available to the public.

MOTION: Move to approve Ordinance No. 1692, an Ordinance proposing new roadway, alley, and right-of-way easement to serve 1650 40th Avenue NE. Additionally, direct staff to send the summary ordinance for publication in the legal newspaper.

9. Second Reading of Ordinance No. 1693, an Ordinance proposing vacation of roadway, alley, and right-of-way easements serving 1650 40th Avenue NE.

MOTION: Move to waive the reading of Ordinance No. 1693, an ordinance vacating roadway easements for 1650 40th Avenue NE, there being ample copies available to the public.

MOTION: Move to approve Ordinance No. 1693, an Ordinance proposing vacation of roadway, alley, and right-of-way easements serving 1650 40th Avenue NE. Additionally, direct staff to send the summary ordinance for publication in the legal newspaper.

10. License Agenda.

MOTION: Move to approve the items as listed on the business license agenda for March 11th, 2024, as presented.

11. Rental Occupancy Licenses for Approval.

MOTION: Move to approve the items listed for rental housing license applications for March 11, 2024, in that they have met the requirements of the Property Maintenance Code.

12. 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 \$1,669,472.06.

PUBLIC HEARINGS

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

ITEMS FOR CONSIDERATION

Ordinances and Resolutions

13. First Reading of Ordinance 1694, revising City Code Section 5A.410 regarding Conduct on Licensed Premises/Crime Free/Drug Free and Disorderly Use Lease Requirements.

MOTION: Move to waive the reading of Ordinance No. 1694, there being ample copies available to the public.

MOTION: Move to set the second reading of Ordinance 1694, revising City Code Section 5A.410 regarding Conduct on Licensed Premises/Crime Free/Drug Free and Disorderly Use

Lease Requirements for March 25, 2024 at approximately 6:00 pm in the City Council Chambers.

14. Consideration of a Rental License Exemption for 3835 Van Buren Street NE.

MOTION: Move to waive the reading of Resolution 2024-020, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2024-020, a resolution approving the single-family rental exemption request for the rental application at 3835 Van Buren Street 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

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

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

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

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

When speaking, virtual attendees should turn their camera on.

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

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

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

ADJOURNMENT

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



CITY COUNCIL MEETING
City Hall—Council Chambers, 3989 Central Ave NE
Monday, February 26, 2024
6:00 PM

Mayor
Amada Márquez Simula
Councilmembers
Connie Buesgens
Kt Jacobs
Rachel James
Justice Spriggs
Interim City Manager
Kevin Hansen

MINUTES

The following are the minutes for the Meeting of the City Council held at 6:00 pm on Monday, February 26, 2024, in the City Council Chambers, City Hall, 3989 Central 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 Spriggs; Councilmember James

Also Present: Lenny Austin, Chief of Police; Andrew Boucher, City Planner; Aaron Chirpich, Community Development Director/ Assistant City Manager; Kevin Hansen, Interim City Manager; Sara Ion, City Clerk; Scott Lepak, City Attorney; Sherri Brown, City resident; Chrisma McIntire, City resident; Connie Morre, Alexandra House Representative; Jennifer Pyper Muno, City resident; Salam Sabha, Business owner; Dirk Schmitz, City resident

MISSION STATEMENT

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

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

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

PROCLAMATIONS, PRESENTATIONS, RECOGNITION, ANNOUNCEMENTS, GUESTS

A. Alexandra House.

Connie Moore stated that the Alexandra House provides services for families escaping domestic violence or sexual assault. There are elder abuse services or individuals who are being neglected or abused by an intimate partner or an adult caretaker. Alexandra House is in all of the school districts in Anoka County where they provide education, one-on-one

support, and support groups. Legal advocacy is provided for anyone who needs to file an order of protection, a harassment restraining order, or whose perpetrator has been arrested and is being charged. They respond 24/7 to Mercy Hospital and Unity Campus. Support groups are held for sexual assault victims and elder victims. They also take referrals for therapy and have a partnership with Conscious Healing. She noted that they provide community education and training for law enforcement, schools, health care, etc. There are several volunteer opportunities at Alexandra House such as working directly with people who come for services, helping with donations, facility maintenance, and others. All information can be found at alexandrahouse.org.

Ms. Moore noted that there was an increase in 2023 in requests for services. There was a 19% increase in the emergency shelter services and a 38% increase in housing and supportive services. There was a 50% increase in youth services, a 13% increase in hospital based advocacy services, and a 4% increase in legal advocacy services. The Alexandra House is looking into funding at the next legislative session since they did not get the funding they were hoping for last year.

Ms. Moore explained that the Hope Gala will have a masquerade ball theme this year and take place on March 23, 2024 from 5:30-9:00 pm. It will take place at Leopold's Mississippi Gardens. She invited community members to attend as well as purchase raffle tickets on their website. Raffle winners do not need to be present at the Gala and are able to pick between four dream vacations.

Ms. Moore mentioned that in 2023, Alexandra House provided 86 separate households in Columbia Heights with their services and received 129 calls on their crisis line from residents.

Councilmember Jacobs asked what the cost was for the Gala. Ms. Moore replied that the tickets are \$175. Mayor Márquez Simula added that there is a silent auction and a dinner and encouraged anyone who needs services to reach out.

CONSENT AGENDA

Councilmember Jacobs asked if the date in Item 2 was a typo. Interim City Manager Hansen replied that it was not a typo because it was in the previous year.

Motion by Councilmember James, seconded by Councilmember Spriggs, to approve the Consent Agenda as presented. All Ayes, Motion Carried 5-0.

1. **Approve the February 12, 2024 City Council Meeting Minutes.**
MOTION: Move to approve the February 12, 2024 City Council Meeting minutes.
2. **Accept February 27, 2023 HRA Meeting Minutes.**
MOTION: Move to accept the February 27, 2023 HRA Meeting minutes.
3. **Accept December 12, 2023 Sustainability Commission Minutes.**
MOTION: Move to Accept December 12, 2023 Sustainability Commission Minutes.

4. Approve Permit for the 2024 St. Patrick's Day Parade.

MOTION: Move to authorize the Police Department to issue a parade permit for the St. Patrick's Day Parade, contingent on the above conditions, to be held on Saturday, March 16th, 2024, beginning at 5:30 p.m. for the following streets: 40th Avenue at Van Buren Street; west on 40th Avenue to 5th Street; south on 5th Street; end at 5th Street/Mill Street.

5. Adopt Resolution 2024-19 Accepting The Feasibility Report For Concrete Alley Reconstruction And Ordering The Public Improvement Hearing, City Project No. 2406.

MOTION: Move to waive the reading of Resolution 2024-19, there being ample copies available for the public.

MOTION: Move to adopt Resolution 2024-19, being a resolution accepting the Feasibility Report for Concrete Alley Reconstruction, City Project No. 2406, and ordering the Public Improvement Hearing beginning at 6:00 p.m. on March 26, 2024.

6. License Agenda.

MOTION: Move to approve the items as listed on the business license agenda for February 26th 2024, as presented.

7. Rental Occupancy Licenses for Approval.

MOTION: Move to approve the items listed for rental housing license applications for February 26, 2024, in that they have met the requirements of the Property Maintenance Code.

8. 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 \$927,869.33.

ITEMS FOR CONSIDERATION

9. Ceasefire and Humanitarian Aid in Gaza.

Mayor Márquez Simula read a statement before reading the Resolution. The statement highlighted that the Resolution was created with collective voices from the community. She added that she pledged her support for a ceasefire which laid the groundwork for the Resolution brought forth to the City. She thanked the community members who shared their stories and helped shape the Resolution. She noted that there have been automated emails sent, potentially originating from non-local sources that underscore the complexities inherent in engaging community sentiment. She reaffirmed her commitment to amplify the authentic voices of the constituents. She invited Councilmembers to share their perspectives.

Councilmember James thanked those who have reached out to her and noted that she has received 118 calls and emails with 50 people identifying themselves as Columbia Heights residents with all of them expressing their support for the Resolution. She added that personally she believes that the Council needs to vote in favor of the Resolution.

Councilmember Jacobs read a statement that highlighted her support for the humanitarian efforts for all those involved in the conflict and how she was moved by listening to the stories of those effected. She expressed her concern regarding the Mayor's recorded video statement at the February 12, 2024 meeting since the Mayor noted that the Council had been working on the Resolution for weeks but it was not presented to the Council until February 5, 2024. In order to get the item on the next Council meeting, the Council had to meet at 9:30 pm in order to make edits. She stated it felt like a rushed process. She noted that not many cities have participated in the cease fire resolution and that San Francisco's mayor had explained the cease fire resolution has left the city angrier and more divided. Out of the 70 emails and phone calls she received, only three identified themselves as City residents. She noted that those who have expressed support for the cease fire resolution are not in the majority of the residents and the Council was not elected to represent and address State or Federal issues. She encouraged the community to engage in a letter writing campaign to State and Federal representatives in order to come together to achieve a common goal. She added that she cannot put her name on a document that is not clearly supported by the residents of the community. She asked that the Council table the item until the Council has enough time for discussion.

Motion by Councilmember Jacobs to table Resolution 2024-20, a resolution of the City Council for the City of Columbia Heights, calling for ceasefire and humanitarian aid in Gaza. Motion failed for a lack of a second.

Councilmember Jacobs stated that she would provide City Clerk Ion with her statement so that it could be included into the minutes.

Councilmember Buesgens noted that this has been a journey for her. She researched cease fire resolutions that have been done in other cities and read comments from other councilmembers that had voted yes in their cities where councilmembers explained they voted yes to give a voice to their constituents. She stated as a Councilmember, she is responsible to her constituents and would not be bullied into not doing her job of giving a voice.

Councilmember Spriggs read a written statement expressing his support for the cease fire Resolution. He noted that all politics are local and he has received the most emails regarding this topic. He highlighted that the fighting needs to stop on all sides and that it has been difficult to hear about the 31,000 Palestinian lives that have been taken. This is about humanity. Hundreds of thousands of people in Gaza are without basic human necessities. He added that the acts of Hamas on October 7, 2023 were horrific and unjustifiable but recognized that the people of Palestine are not Hamas.

Mayor Márquez Simula explained that she is part of the Regional Council of Mayors and recently had a meeting with the U.S. Department of State regarding international affairs and helping economic growth in the City. She expressed her appreciation for the Council speaking up.

Councilmember Jacobs mentioned that she had shared her statement with her State and Federal Representatives.

Mayor Márquez Simula explained that during the Council work session, she brought a few versions of the Resolution to the Council to see if there was any interest in voting and discussing it. Four of the Councilmembers expressed their interest during the work session. It was decided that Councilmember Buesgens and Mayor Márquez Simula would work with the Interim City Manager and City Attorney to create the final Resolution.

Mayor Márquez Simula read Resolution 2024-20.

Motion by Councilmember Buesgens, seconded by Councilmember James, to read and adopt Resolution 2024-20, a resolution of the City Council for the City of Columbia Heights, calling for ceasefire and humanitarian aid in Gaza. A roll call vote was taken. 4 Ayes, 1 Nay, Motion Carried 4-1. Ayes: Buesgens, Márquez Simula, Spriggs, James. Nay: Jacobs.

Mayor Márquez Simula thanked those who attended the meetings and entrusted the Council with their stories. She added that her role is to elevate the voice of the community.

10. Review and Authorization of an Amendment to the 2040 Comprehensive Plan.

City Planner Boucher stated in late 2022, staff were informed that Medtronic intended to vacate their Columbia Heights campus located at 800 53rd Avenue NE. The property was listed for sale in December of 2022, and staff collaborated with the listing broker to provide guidance on potential parameters for redevelopment of the site. Currently, the entire 11.74-acre site is fully within the Shoreland Overlay District and zoned GB-General Business which allows for a variety of commercial uses but does not include provisions to allow residential development. Given the large size of the property and its desirable location, staff believe that a variety of uses could be considered at this location, including high-density residential. Despite the redevelopment potential for the site, there is no specific guidance in the City's Comprehensive Plan to direct a different use of the property. The current plan simply guides the site for commercial use under the assumption that Medtronic will remain the primary user.

City Planner Boucher noted following the listing of the property, Staff received a handful of inquiries from redevelopers over the course of a few months. Staff advised interested developers that the City viewed the site as a prime prospect for redevelopment, but specific guidance for the site has not been developed at this time. Therefore, additional planning must be undertaken to start creating parameters for the potential rezoning/re-guiding of the site before redevelopment can occur. HKGi, who prepared the 2040 Comprehensive Plan, was contracted to develop a design framework and conduct engagement activities including evaluating the redevelopment site and the neighborhood context, facilitating meetings and workshops with Staff, City Council and Planning Commission, and the neighborhood to establish redevelopment goals with a focus on land use and design elements.

City Planner Boucher explained Initial work has included evaluating the redevelopment site and neighborhood context through internal Staff meetings and workshops in the form of a Joint Session of the Planning Commission and City Council on November 16, 2023. The Joint Session allowed for some consensus to be reached regarding the core land use and design elements that have been established thus far, these core elements include the following:

- Scale high density residential towards Central Avenue and lower density housing such as townhomes near Sullivan Lake
- Street designs that incorporate stormwater management features
- Integrate public/private spaces
- Focus on Sullivan Lake and expansion of Sullivan Lake Park as existing community assets
- Improve Sullivan Lake water quality
- Targeted residential density of 450-600 units
- Limited commercial/retail development

City Planner Boucher mentioned these land use and design frameworks were refined into two concepts which were presented to the public at an Open House engagement event held on January 9, 2024. The event was extremely well attended and served as the beginning of a two-week online public engagement period from January 9th through January 24th where community members provided feedback on the concepts presented.

City Planner Boucher stated HKGi has provided a summary report that documents the proposed changes to the 2040 Comprehensive Plan. The primary Changes that are proposed are as follows:

- Transit Oriented Development (TOD) land use text description
- Implementation chapter update to reflect the need for rezoning of the site
- Adding to the Opportunity areas with an Area 5 section describing the new site and changing the site's future land use designation from Commercial to TOD.
- Technical tables will be adjusted based on projections changing and forecasts for additional population and housing units:
 - o Regional Setting
 - o Socioeconomic (Household and Employment)
 - o Sewer
 - o Transportation Analysis Zones
 - o Transportation demand

City Planner Boucher noted that the Planning Commission has reviewed the item and has recommended approval.

Councilmember Jacobs asked where the proposed commercial space was located. City Planner Boucher replied that it is in the building located on 53rd Avenue.

Councilmember James stated she thought it was a wonderful plan and was happy to see the expansion of the park. She noted there was still only one access point and asked if it was adjustable. Community Development Director/Assistant City Manager Chirpich replied that there are two access points off of 53rd Avenue.

Mayor Márquez Simula noted that these are simply concepts and not something that is currently being built. The examples show the Council and the public that there are options for what could happen but if the Comprehensive Plan is not changed, then the options are more limited. Tonight's meeting is to specifically vote on the recommendation to the Comprehensive Plan.

Mayor Márquez Simula opened the public hearing. Community Development Director/Assistant City Manager Chirpich explained that this item was not intended to be a public hearing and does not need a motion to close the public hearing.

Motion by Councilmember Jacobs, seconded by Councilmember Spriggs, to waive the reading of draft Resolution No. 2024-013, there being ample copies available to the public. All Ayes, Motion Carried 5-0.

Motion by Councilmember Jacobs, seconded by Councilmember Spriggs, to adopt Resolution No. 2024-013, a resolution of the City Council for the City of Columbia Heights, authorizing the proposed amendment of the 2040 Comprehensive Plan per the staff report and recommending the City proceed with sending the amendment to the Metropolitan Council. All Ayes, Motion Carried 5-0.

PUBLIC HEARINGS

11. First Reading of Ordinance No. 1691, an Ordinance proposing vacation of roadway, alley, and right-of-way easements serving 1650 40th Avenue NE.

City Planner Boucher mentioned that the City was the applicant for this item. The City is vacating these easements because the current configuration does not accurately reflect the right-of-way that was constructed and is proposing new easements to serve these properties. There are three proposed roadway easements that are to be vacated. Exhibit A and B show the existing roadway easements per Document No. 217962 and 727283 as well as all of the alley per Waltons 1st Subdivision of Reservoir Hills which are all subjects of this roadway easement vacation and Exhibit C shows the new proposed easement.

City Planner Boucher noted Section 9.104 (J) of the Zoning Ordinance and Section 111 of the City Charter outlines certain findings of fact that must be met in order for the City Council to grant approval for an easement vacation. The findings are as follows: The City Council shall make each of the following findings before vacating a street, alley, or other public right-of-way:

- a) No private rights will be injured or endangered as a result of the vacation. This is correct.
- b) The public will not suffer loss or inconvenience as a result of the vacation. This is correct.

City Planner Boucher explained Staff has coordinated with the City Engineer who has been provided copies of the application materials and had no concerns with the easement

vacation and proposed easements ensuring that the City will maintain the appropriate access necessary for the right-of-way.

Mayor Márquez Simula opened the public hearing. There were no public comments.

Motion by Councilmember Spriggs, seconded by Councilmember Jacobs, to close the hearing and waive the reading of Ordinance No. 1691, there being ample copies available to the public. All Ayes, Motion Carried 5-0.

Motion by Councilmember Spriggs, seconded by Councilmember Jacobs, to set the second reading of Ordinance No. 1691, an Ordinance proposing vacation of roadway, alley, and right-of-way easements serving 1650 40th Avenue NE, for March 11, 2024, at approximately 6:00 p.m. in the City Council Chambers. All Ayes, Motion Carried 5-0.

12. First Reading of Ordinance No. 1692, an Ordinance proposing a new roadway, alley, and right-of-way easement serving 1650 40th Avenue NE.

City Planner Boucher stated that the City is the applicant since it is the City's easement. Since the previous roadway easements were vacated, the City needs to a new easement to reflect the accurate location of the right-of-way. Typically this would be done through a plat, but since there are no additional lots it was not appropriate.

City Planner Boucher explained the City Council shall make each of the following findings before vacating a street, alley, or other public right-of-way:

- a) No private rights will be injured or endangered as a result of the vacation. This is correct.
- b) The public will not suffer loss or inconvenience as a result of the vacation. This is correct.

City Planner Boucher added that Staff has coordinated with the City Engineer who has been provided copies of the application materials and had no concerns with the easement vacation and proposed easements ensuring that the City will maintain the appropriate access necessary for the right-of-way.

Mayor Márquez Simula opened the public hearing. There were no public comments.

Motion by Councilmember James, seconded by Councilmember Buesgens, to close the hearing and waive the reading of Ordinance No. 1692, there being ample copies available to the public. All Ayes, Motion Carried 5-0.

Motion by Councilmember James, seconded by Councilmember Buesgens, to set the second reading of Ordinance No. 1692, an Ordinance proposing new roadway, alley, and right-of-way easement to serve 1650 40th Avenue NE, for March 11, 2024, at approximately 6:00 p.m. in the City Council Chambers. All Ayes, Motion Carried 5-0.

CITY COUNCIL AND ADMINISTRATIVE REPORTS

Report of the City Council

Councilmember Spriggs noted that he signed a letter to end the sale of all commercial flavored tobacco products in the State as well as a letter for supporting local control regarding plastic bag policy. He attended a virtual Minnesota Healthy Meeting. He added that he continues to work with the residents at the Legends to help keep their rent affordable. He noted that a couple of bills were introduced at the legislature that will need local support to help with rent at the Legends. He mentioned that he spoke with a group of medical students at the University of Minnesota regarding different paths for advocacy.

Councilmember Jacobs stated she attended the ISD 13 five-year plan meeting with Councilmember Buesgens where she learned there is a gap of activity through the District and the Parks and Recreation Department for ages 3-5 years.

Councilmember James thanked the Council, Staff, and those who attended the meeting for helping deal with such a heartfelt issue. She attended Coffee with a Cop at the Legends, a meeting with several local Oromo business leaders, and the Buy Nothing giveaway event. She hosted a meeting with the League of Women Voters, New Brighton Area Chapter. She added that she attended the Climate Coalition meeting, a policy primer with a local progress organization, and signed a letter for Clean Water Action Minnesota.

Councilmember Buesgens reminded the community to keep storm drains clean. She added that she attended Coffee with a Cop at the Legends, the Sustainability Commission meeting, the School District's strategic planning meeting, and a Smart Salting Community leaders online workshop. She encouraged the community to check out the University of Minnesota's extension services because they are using alternative turfs that do not require fertilizer and are low maintenance. She had the opportunity to tour the career and technical education classrooms and had watched the neighborhood watch meeting via zoom. She stated she read in the *Northeast* paper about bills in the making that would prohibit plastic packaging from containing toxic chemicals as well as a bill where cities would be able to decide if they want to ban plastic bags. She explained that plastic itself is not the problem, it is the chemicals that plastic absorbs. She encouraged the community to call or write to representatives to support the proposed bills.

Councilmember Jacobs added that she went on her first plow ride of the season and applauded those who got their cars off the street. She noted that garbage and recycling cans need to be on the edge of the curb instead of in the street so plows can get by.

Mayor Márquez Simula stated that she attended the Sister City meeting, the Youth Commission meeting, Coffee with a Cop at the Legends, the Minnesota Climate Innovation Finance Authority (MNCIFA) meeting, US Department of State meeting with the Regional Council of Mayors, the Buy Nothing event, the League of Women's Voters meeting with Councilmember James, the Parkview Villa Black History Celebration, the HeightsNext pet bed workshop, and the Islamic Cultural Center Bazaar in Fridley. She explained that the watermelon symbol has meaning in Palestine. The Palestine flag has historically been banned at times in Israel when, and in an act of rebellion, people would wear the symbol of a watermelon to represent the flags colors. She also attended the neighborhood watch meeting. She mentioned there the broken trees outside of City Hall will be replaced.

Report of the City Manager

Interim City Manager Hansen stated the City provides two newsletters which focus on City news and activities coming up. One newsletter is mailed quarterly and the other one is electronic and sent monthly. Community members need to sign up in order to receive the newsletter and can do that on the City's website.

Interim City Manager Hansen stated there would be an open house on March 7, 2024 from 5:30-7 pm at City Hall in regard to the 40th Avenue planning efforts for the eventual reconstruction of 40th Avenue.

Interim City Manager Hansen noted that the warmer and drier weather has allowed the City to do things that typically cannot be done in the winter. A part of the projects being completed is improving the conditions round the trail near the Medtronic site, Public Works Staff have been able to go out and clean that trail. He mentioned that the union for the water treatment plant in Minneapolis have decided to go on strike. It has been reassured there will be staff available to continue service for the water and treatment so there is a plan in place for Columbia Heights to continue to get water from Minneapolis.

Interim City Manager Hansen stated that applications for commissions close on February 29, 2024. He encouraged those who were interested in joining a commission to apply. The openings include the Planning, Parks and Recreation, Library, and Sustainability Commissions.

Police Chief Austin stated he has submitted his letter of retirement from the Columbia Heights Police Department and will be on April 26, 2024. He shared that it has been one of the greatest jobs he has held. He has been in this occupation for 35 years and with the City for 29 years. Mayor Márquez Simula mentioned that in two weeks there will be a community survey and the City will conduct an internal search for Chief Austin's replacement. She noted that she would like to hear from the community on what they would like to see in a Police Chief.

COMMUNITY FORUM

Sherri Brown, City resident, thanked the Council and Staff for their work. She expressed her concern that there is a proposed demolition of 3851 and 3853 on Central Avenue. She noted that one of the buildings is old but the other one is newly remodeled and wondered if there was a way to salvage some of the newer material. Mayor Márquez Simula mentioned that she has received emails with similar concerns. Community Development Director/Assistant City Manager Chirpich replied that Staff recognize the concerns and agree that if there is a way to recycle some those materials, they would like to do that. The owner has interest in recycling some of the windows. The City has worked with Habitat for Humanity in the past, but they do not have crews that can help deconstruct. There are other avenues that Staff would like to pursue to deconstruct before demolition.

Ms. Brown asked what would be happening in the area. Community Development Director/Assistant City Manager Chirpich replied that there are no immediate plans but the land would be assembled for a larger redevelopment effort. It has been an ongoing effort of the City's Economic Development Authority to acquire the single-family homes along Central Avenue for redevelopment efforts. Ms.

Brown asked what the best way to receive additional information was. Community Development Director/Assistant City Manager Chirpich replied to sign up for the electronic newsletter.

Dirk Schmitz, City resident, thanked Police Chief Austin for his years of service. He noted that according to the Comprehensive Plan, there are roughly 6,000 residential units in the City. The City has a limit on rental units for single-family homes per neighborhood. He asked what the reason was for the number and wondered if there should be the same ratio of owner-occupied units as compared to rental units for the same reason that there is a rental cap. He added his belief that there should be more owner-occupied units in the City. He suggested finding an architect to design a development that is unique to the City. This could include smaller units for new couples as well as nicer condominiums and townhouses. He stated the City should help people have pride in owning their own home instead of funding multimillion dollar corporations that are from out of town.

Chrisma McIntire, City resident, shared that she was surprised Columbia Heights is called the City of Peace. She thanked Police Chief Austin for his service. She noted that the fabric of our society is collapsing globally but offers an opportunity to rebuild in a positive manner. She added that global issues are not being published. She emphasized the importance of fixing the problems that are near and have the power to fix. She added "let us learn to listen to one another." She thanked the Council for their service.

Jennifer Pyper Muno, City resident, inquired as to the City Attorneys role in assisting the City Charter Commission. She noted that while she worked with the recall committee and the team did their best to ask questions in order to be prepared and ready in the 30 day window to collect signatures. She felt that the recall committee may have received incorrect information from the previous City Attorney and asked how it could have been avoided and if the City was doing anything to fix the Charter language or to hold the previous City Attorney accountable. Additionally, she thanked the Council for voting in favor of the ceasefire resolution.

Salam Sabha, business owner, thanked the Council for passing the cease fire resolution. He noted that he has a business on University Avenue and 50th Avenue and on the frontage road of University Avenue, there is a bus line and apartment buildings but no sidewalk or lights. He mentioned that the City should consider placing a sidewalk on the frontage road. Mayor Márquez Simula explained that Staff will provide an answer to this at the next Council meeting.

Kiki Latham, City resident, thanked the Council for the diversity that has been brought forth in the past year. She added that she is proud of the Mayor for bringing forth the ceasefire. She expressed her understanding that Councilmember Jacobs may have felt that the item was not brought up correctly, but she did not think that mattered since what mattered was BIPOC people are being heard and seen. She added that the focus should be to help the City. She mentioned that Councilmember Jacobs had stated that the ceasefire was an international matter, yet she went to the Minnesota Supreme Court in order to stay in her chair. In the same way, people need to do everything they can to help those in the community and sometimes that means it is an international issue.

ADJOURNMENT

Motion by Councilmember Buesgens, seconded by Councilmember James, to adjourn. All Ayes, Motion Carried 5-0.

Meeting adjourned at 7:56 pm.

Respectfully Submitted,

Sara Ion, City Clerk/Council Secretary



ECONOMIC DEVELOPMENT AUTHORITY
City Hall—Shared Vision Room, 3989 Central Ave NE
Tuesday, January 02, 2024
5:00 PM

MINUTES

The meeting was called to order at 5:00 pm by President Szurek.

CALL TO ORDER/ROLL CALL

Members present: Connie Buesgens; Kt Jacobs; Rachel James (virtual); Amada Márquez-Simula; Justice Spriggs; Marlaine Szurek; Lamin Dibba

Staff Present: Andrew Boucher, City Planner; Aaron Chirpich, Community Development Director; Mitchell Forney, Community Development Coordinator; Kevin Hansen, Interim City Manager; and Sara Ion, City Clerk

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

1. Approve the minutes of the regular EDA Meeting of October 23, 2023.
2. Approve financial reports and payment of bills for October and November 2023 – Resolution No. 2024-01.

Márquez-Simula noted on page 9 of the minutes that the City is updating the gender pronouns and that there is a “he/she” instead of using “they”.

Motion by Jacobs, seconded by Buesgens, to approve the Consent Agenda as presented. A roll call vote was taken. All ayes of present. MOTION PASSED.

RESOLUTION NO. 2024-01

A RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY OF COLUMBIA HEIGHTS, MINNESOTA, APPROVING THE FINANCIAL STATEMENTS FOR THE MONTHS OF OCTOBER AND NOVEMBER 2023 AND THE PAYMENT OF THE BILLS FOR THE MONTHS OF OCTOBER AND NOVEMBER 2023.

WHEREAS, the Columbia Heights Economic Development Authority (the “EDA”) is required by Minnesota Statutes Section 469.096, Subd. 9, to prepare a detailed financial statement which shows all receipts and disbursements, their nature, the money on hand, the purposes to which the money on hand is to be applied, the EDA's credits and assets and its outstanding liabilities; and

WHEREAS, said Statute also requires the EDA to examine the statement and treasurer's vouchers or bills and if correct, to approve them by resolution and enter the resolution in its records; and **WHEREAS**, the financial statements for the months of October and November 2023 have been reviewed by the EDA Commission; and

WHEREAS, the EDA has examined the financial statements and finds them to be acceptable as to both form and accuracy; and

WHEREAS, the EDA Commission has other means to verify the intent of Section 469.096, Subd. 9, including but not limited to Comprehensive Annual Financial Reports, Annual City approved Budgets, Audits and similar documentation; and **WHEREAS**, financial statements are held by the City's Finance Department in a method outlined by the State of Minnesota's Records Retention Schedule, NOW,

THEREFORE BE IT RESOLVED by the Board of Commissioners of the Columbia Heights Economic Development Authority that it has examined the referenced financial statements including the check history, and they are found to be correct, as to form and content; and

BE IT FURTHER RESOLVED the financial statements are acknowledged and received and the check history as presented in writing is approved for payment out of proper funds; and

BE IT FURTHER RESOLVED this resolution is made as part of the permanent records of the Columbia Heights Economic Development Authority.

ORDER OF ECONOMIC DEVELOPMENT AUTHORITY

Passed this 2nd day of January 2024

Offered by: Kt Jacobs

Seconded by: Connie Buesgens

Roll Call: All ayes of present. MOTION PASSED.

Vice President

Attest:

Secretary

BUSINESS ITEMS

3. Election of Economic Development Authority Officers

Chirpich welcomed Szurek back to the EDA and welcomed Dibba to the EDA.

Márquez-Simula asked if President Szurek and Dibba could introduce themselves. President Szurek stated that she has served on the EDA for 30 years and previously was on the City Council and Planning Commission. Dibba mentioned that he has lived in Columbia Heights for 15 years and is originally from The Gambia West Africa. He added that he would like to contribute to the community because he loves the City. He owns a beauty shop business and a grocery store.

Chirpich noted that in 2023 the president was Szurek, vice president was James, and the

treasurer was Jacobs. He explained that they will take nominations for each position.

Jacobs nominated Szurek for EDA President.

Chirpich called for nominations for Vice President of the EDA. James nominated herself. Márquez-Simula nominated James.

Chirpich called for nominations for treasurer of the EDA. Spriggs nominated himself.

Chirpich noted that a motion is not required for the nominations and that there would simply be a vote.

Forney called for a vote to nominate Szurek as President of the Economic Development Authority. A roll call vote was taken. *A roll call vote was taken. All ayes of present.*

Forney called for a vote to nominate James as Vice President of the Economic Development Authority. A roll call vote was taken. *A roll call vote was taken. All ayes of present.*

Forney called for a vote to nominate Spriggs as Treasurer of the Economic Development Authority for 2024. A roll call vote was taken. A roll call vote was taken. All ayes of present.

Chirpich stated that the next step is to make a motions to elect each individual position with President Szurek leading the EDA through the process since she is the newly elected President. It should be noted that the EDA bylaws require the City Manager (Kevin Hansen) to serve as the “Executive Director”, the Community Development Director (Aaron Chirpich) to serve as “Deputy Director” and the Finance Director (Joseph Kloiber) to serve as the “Assistant Treasurer”. The bylaws also specify that the position of “Secretary” be appointed by the EDA. Thus, it is recommended that the Community Development Coordinator, Mitchell Forney, serve as the Secretary until the department’s secretary position is filled.

Motion by Márquez-Simula, seconded by Spriggs to elect Marlaíne Szurek as President of the Economic Development Authority. A roll call vote was taken. All ayes of present. MOTION PASSED.

Motion by Márquez-Simula, seconded by Spriggs to elect Rachel James as Vice President of the Economic Development Authority. A roll call vote was taken. All ayes of present. MOTION PASSED.

Motion by Márquez-Simula, seconded by Jacobs to elect Justice Spriggs as Treasurer of the Economic Development Authority. A roll call vote was taken. All ayes of present. MOTION PASSED.

Motion by Jacobs, seconded by Buesgens to appoint Mitchell Forney as the Secretary of the Economic Development Authority. A roll call vote was taken. All ayes of present. MOTION PASSED.

Following ratification of the above motions, the newly elected President of the EDA will now preside over the remainder of the meeting.

4. Designating the Official Depositories of the Economic Development Authority

Chirpich reported that the EDA is required to designate by resolution the depositories used for its funds and investments. The Resolution 2024-02 follows the general format of resolutions passed in previous years by the EDA and City. Most general banking transactions of the EDA and City are conducted through Northeast Bank. Accounts are also maintained at U.S. Bank for certain specialized services such as payroll and debt service payments.

Chirpich stated the only material difference between this proposed resolution and the resolution adopted annually by the City Council is that the EDA resolution allows for the EDA's funds to be held in accounts under the name of the City. This has always been the EDA's practice. Since the creation of the EDA in 1996, it has never had a separate checking account under its own name. All EDA expenditures since its inception have been made using checks drawn in the City's name on behalf of the EDA. Staff recommends maintaining these two banking relationships, as they meet the EDA's current needs, and provide capacity for addressing the EDA's evolving needs for electronic banking services. There is one difference between this year's depositories and those of 2023. Wells Fargo is no longer used by the EDA for its payroll processing or any other transactions and has been removed from the depository's resolution.

Motion by Jacobs, seconded by Buesgens, to waive the reading of Resolution No. 2024-02, there being ample copies available to the public. A roll call vote was taken. All ayes of present. MOTION PASSED.

Motion by Jacobs, seconded by Buesgens, to adopt Resolution No. 2024-02, a Resolution of the Columbia Heights Economic Development Authority, designating official depositories. A roll call vote was taken. All ayes of present. MOTION PASSED.

RESOLUTION NO. 2024-02

A RESOLUTION OF THE COLUMBIA HEIGHTS ECONOMIC DEVELOPMENT AUTHORITY DESIGNATING OFFICIAL DEPOSITORIES

Now, therefore, in accordance with the bylaws and regulations of the Columbia Heights Economic Development Authority (the Authority), the Board of Commissioners of the Authority makes the following:

ORDER OF BOARD

IT IS HEREBY RESOLVED, that Northeast Bank, and U.S. Bank, are hereby designated as depositories for the Authority's funds.

IT IS FURTHER RESOLVED, that the funds of the Authority can be held in accounts at these depositories under the name and federal identification number of the City of Columbia Heights, Minnesota (the City), together with the funds of the City, provided that separate fund accounting records are

maintained for the respective Authority and City shares of such accounts in a manner consistent with generally accepted accounting and auditing standards.

IT IS FURTHER RESOLVED, that the responsibility for countersigning orders and checks drawn against funds of the Authority, assigned in the Authority's bylaws to the Authority President, is hereby delegated to the City Mayor.

IT IS FURTHER RESOLVED, that checks, drafts, or other withdrawal orders issued against the funds of the Authority on deposit with these depositories under the City's name shall be signed by the following:

City Mayor
City Manager
City Finance Director

and that said banks are hereby fully authorized to pay and charge said accounts for any such checks, drafts, or other withdrawal orders issued by the City on behalf of the Authority.

IT IS FURTHER RESOLVED, that Northeast Bank, and U.S. Bank, are hereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in the City's name on behalf of the Authority, including those drawn to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing or purporting to bear the facsimile signatures of the following:

City Mayor
City Manager
City Finance Director

and that Northeast Bank, and U.S. Bank, shall be entitled to honor and to charge the Authority, or the City on behalf of the Authority, for all such checks, drafts or other orders, regardless of by whom or by what means the facsimile signature or signatures thereon may have been affixed thereto, if such facsimile signature or signatures resemble the facsimile specimens duly certified to or filed with the Banks by the City Finance Director or other officer of the Authority or City.

IT IS FURTHER RESOLVED, that the City Finance Director or their designee shall be authorized to make electronic funds transfers in lieu of issuing paper checks, subject to the controls required by Minnesota Statutes and by the City of Columbia Heights' financial policies.

IT IS FURTHER RESOLVED, that all transactions, if any, relating to deposits, withdrawals, re-discounts and borrowings by or on behalf of the Authority with said depositories, made directly by the Authority or by the City on the behalf of the Authority, prior to the adoption of this resolution be, and the same hereby are, in all things ratified, approved and confirmed.

IT IS FURTHER RESOLVED, that any bank designated above as a depository, may be used as a custodian (a.k.a. depository) for investment purposes, so long as the investments comply with authorized

investments as set forth in Minnesota Statutes.

IT IS FURTHER RESOLVED, that Bank of New York Mellon DBA Pershing Advisor Solutions LLC may be used as a custodian (a.k.a. depository) for investment purposes so long as the investments comply with the authorized investments as set forth in Minnesota Statutes.

IT IS FURTHER RESOLVED, that the funds of the Authority can be held in accounts at such investment custodians under the name and federal identification number of the City, together with the funds of the City, provided that separate fund accounting records are maintained for the respective Authority and City shares of such accounts in a manner consistent with generally accepted accounting and auditing standards.

BE IT FURTHER RESOLVED, that any and all resolutions heretofore adopted by the Board of Commissioners of the Authority with regard to depositories or brokerage firms are superseded by this resolution.

ORDER OF ECONOMIC DEVELOPMENT AUTHORITY

Passed this 2nd day of January 2024

Offered by: Kt Jacobs

Seconded by: Connie Buesgens

Roll Call: All ayes of present. MOTION PASSED.

Vice President

Attest:

Secretary

5. Asbestos and Personal Item Abatement for EDA Owned Properties Located at 941 44th Ave, 3853 Central Ave NE, and 3851 Central Ave NE.

Forney reported stated that the item is regarding approving bids for the removal of hazardous material and household items from 941 44th Ave, 3853 Central Ave NE, and 3851 Central Ave NE. Earlier this year, the EDA purchased the properties intending to demolish them and prepare the sites for redevelopment. It is the intent of the fire department to utilize 3853 Central in a training burn scenario. Due to this the abatement of household items and hazardous materials are being bid separate from the demolition. The scope of work submitted in the bid request included the removal of asbestos-containing materials, appliances, and accessories containing hazardous materials, alongside the removal of the limited remaining household items. In response to the request for bids, the EDA received one quote. The quote was submitted by Dennis Environmental Operations who also recently completed the abatement of 243 5th St and 841 49th St. The Dennis Environmental bid came in at \$16,150, which pencils out to \$5,383 per property. Looking at previous projects, this is well within the expected range per property. Dennis Environmental Operations shall furnish the services and necessary equipment to complete all work specified in the scope of work. All work will be performed in accordance with OSHA regulations, Minnesota

Department of Health Asbestos Abatement Rules, and other applicable Federal and State regulations. Dennis Environmental Operations shall insure proper clean up, transport, and disposal of hazardous and asbestos-containing materials and household items.

Questions/Comments from Members:

Buesgens asked when the fire department would like to utilize the property. Forney replied in the spring.

Márquez-Simula asked if any of the items such as windows, or cabinets in the property were brought to ReStore instead of a landfill. Forney replied that appliances were taken by the fire department and that they work with ReStore if there are eligible items. He added that a lot of the items would not have qualified for ReStore since they were outdated. Chirpich added that a company reached out and requested to have access to properties like this to take any items that may be of value instead of it going to a landfill. Staff will follow up with the company.

Motion by Buesgens, seconded by Jacobs, to accept the bid of \$16,150 by Dennis Environmental Operations, for the removal of all hazardous materials and household items located at 941 44th Ave, 3853 Central Ave NE, and 3851 Central Ave NE; and furthermore, to authorize the President and Executive Director to enter into an agreement for the same. A roll call vote was taken. All ayes of present. MOTION PASSED.

6. Sale of 4243 5th Street to Habitat for Humanity

Forney reported in early 2023, representatives of the owner of 4243 5th Street approached the community development Staff, expressing the desire to sell the blighted 1916 single-family home on the site. To facilitate the acquisition and demolition, the EDA utilized income restricted pooled TIF funds from its scattered site district. The overarching project aimed at selling the vacant lot to Habitat for Humanity, allowing them to construct a single-family home for eventual sale to an income-qualified owner-occupant. With the property now cleared through demolition, the next step is its development, scheduled for the upcoming spring.

Forney added that the proposed purchase agreement, which staff presents for approval, formalizes the key components previously discussed by the EDA. Notable points include the sale of the property to Habitat for \$1.00, the construction of a new 3-bedroom, 2-story single-family home by Habitat for Humanity (with a floor plan endorsed by the EDA), and the requirement that the home be sold to an income-qualifying family meeting the criteria of Habitat's affordable homeownership program. The agreement accommodates Habitat's construction timeline (planned for this spring), but sets the completion deadline for no later than December 31, 2025. Staff strongly recommends approving the purchase agreement, marking a crucial step in what the City anticipates will be a lasting partnership for fostering affordable homeownership within the City.

Questions/Comments from Members:

Buesgens asked how many Habitat for Humanity Homes are in the City. Forney replied that Staff do not know how many are in the City. Habitat for Humanity has two types of programs; one is a

complete rebuild of lots while the other is rehabilitation. President Szurek noted that when she was on the City Council, they did five Habitat for Humanity Homes.

Márquez-Simula asked if Staff would be able to find out how many Habitat for Humanity Homes are in the City.

Buesgens asked if residents of a Habitat for Humanity home need to stay in the home for a certain amount of time until they could sell it. Jacobs stated she thought it was seven to ten years.

Buesgens asked when the Habitat for Humanity house is sold if it would be at market rate or if it remains an affordable house. Forney replied that it depends on the house and that a land trust is put on it so that it would be sold back to Habitat for Humanity. He added that he believed it was 15 years and that it is recorded on the deed of the house. Buesgens suggested that there would be a land trust on the properties.

Motion by Jacobs, seconded by Spriggs, to waive the reading of Resolution No. 2024-03, there being ample copies available to the public. A roll call vote was taken. All ayes of present. MOTION PASSED.

Motion by Jacobs, seconded by Spriggs, to adopt Resolution No. 2024-03, a Resolution of the Economic Development Authority of Columbia Heights, Minnesota, approving the purchase agreement between Twin Cities Habitat for Humanity, and the Economic Development Authority of Columbia Heights, Minnesota. A roll call vote was taken. All ayes of present. MOTION PASSED.

RESOLUTION NO. 2024-03

A RESOLUTION APPROVING THE PURCHASE AGREEMENT BETWEEN TWIN CITIES HABITAT FOR HUMANITY, AND THE ECONOMIC DEVELOPMENT AUTHORITY OF COLUMBIA HEIGHTS, MINNESOTA

BE IT RESOLVED BY the Board of Commissioners ("Board") of the Columbia Heights Economic Development Authority (the "Authority") as follows:

SECTION 1. RECITALS.

1.01. The Authority ("Seller") and Twin Cities Habitat for Humanity ("Buyer") desire to enter into a purchase agreement (the "Purchase Agreement") pursuant to which the Buyer will acquire certain property in the City located at 4243 5th Street (the "Property") from the Seller for redevelopment purposes. The Property is described in Exhibit A attached hereto.

1.02. Pursuant to the Purchase Agreement, the Buyer will purchase the Property from the Seller for a purchase price of \$1.00 plus related closing costs.

1.03. The Authority finds that the sale of the Property is consistent with the City's Comprehensive Plan and will result in redevelopment of the empty lot located at 4243 5th Street. Such sale of this Property best meets the community's needs and will facilitate affordable homeownership opportunities within the City.

SECTION 2. PURCHASE AGREEMENT APPROVED.

2.01. The Authority hereby ratifies and approves the actions of Authority staff and of Kennedy Graven (“Legal Counsel”) in researching the Property and preparing and presenting the Purchase Agreement. The Authority approves the Purchase Agreement in the form presented to the Authority and on file at City Hall, subject to modifications that do not alter the substance of the transaction and that are approved by the President and Executive Director, provided that execution of the Purchase Agreement by those officials shall be conclusive evidence of their approval.

2.03. Authority staff and officials are authorized to take all actions necessary to perform the Authority’s obligations under the Purchase Agreement as a whole, including without limitation execution of any documents to which the Authority is a party referenced in or attached to the Purchase Agreement, and any deed or other documents necessary to sell the Property to the Buyer, all as described in the Purchase Agreement

ORDER OF ECONOMIC DEVELOPMENT AUTHORITY

Passed this 2nd day of January 2024

Offered by: Kt Jacobs

Seconded by: Justice Spriggs

Roll Call: All ayes of present. MOTION PASSED.

Vice President

Attest:

Secretary

President Szurek asked if there was an update on the development of 4300 Central Ave NE. Chirpich replied that Staff have been meeting with Alatus and expect them to enter into land use approval soon. It is still a goal to have break ground in 2024. There are continued discussions regarding the grocery store with the biggest challenge being finances right now. There are no significant issues and the project is still on track.

James noted that the sign next to the property, abutting Central Avenue has a banner that lists stores that are no longer there. She asked if it was part of the remediation process to get rid of the sign. Chirpich replied that it was not a part of the demolition scope but will come down as part of the redevelopment process.

Márquez-Simula asked if there was a timeline. Chirpich replied there was no timeline established.

Chirpich explained that there would be an open house at City Hall at 6 pm on Tuesday, January 9, 2024 regarding the Medtronic site Comprehensive Plan amendment. He encouraged the EDA commissioners

to attend. Hansen added that all of the commissions have been invited to the meeting.

Márquez-Simula asked if updates from past meetings could be included in the Other Business portion of the Agenda. She provided an example of last meeting discussion where the fire suppression system was an item on the Agenda. She mentioned that it would be nice to know if there are any updates on any items that are moving forward. Forney replied that he would include that in the next meeting Agenda.

ADJOURNMENT

Motion by Dibba, seconded by Márquez-Simula, to adjourn the meeting at 5:46 pm. A roll call vote was taken. All ayes of present. MOTION PASSED.

Respectfully submitted,



Mitchell Forney, Recording Secretary

**CITY COUNCIL MEETING**

AGENDA SECTION	CONSENT
MEETING DATE	MARCH 11, 2024

ITEM:	Resolution 2024-018 Authorizing Staff to Apply for Minnesota Department of Natural Resources Outdoor Recreation Grant Program		
DEPARTMENT: Public Works		BY/DATE: City Forester / March, 11, 2024	
CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i>			
X Healthy and Safe Community		X Thriving and Vibrant Destination Community	
X Equitable, Diverse, Inclusive, and Friendly		X Strong Infrastructure and Public Services	
_ Trusted and Engaged Leadership		_ Sustainable	

BACKGROUND

The Minnesota Department of Natural Resources (DNR) makes funds available for outdoor recreation activities through the Outdoor Recreation Grant Program. The maximum funding award available for the current round of grants is \$350,000; and awarded grant funding must be matched 50/50 by the grant recipient.

SUMMARY OF CURRENT STATUS

The walking trail at Sullivan Lake Park is a very well used feature for outdoor recreation in Columbia Heights. The existing paved bituminous trail has sections that are in poor condition, unsafe, poorly drained, and in need of repair and reconstruction. An existing sheet piling retaining wall needs replacement; replacement will allow for important safety upgrades including a handrail section. Sections of the trail do not currently meet accessibility requirements and need to be upgraded to ensure access and usability by all residents and visitors.

STAFF RECOMMENDATION

Staff recommends applying for funding from the Minnesota Department of Natural Resources for repair, reconstruction, and accessibility improvements for the Sullivan Lake Walking Trail.

RECOMMENDED MOTION(S):
MOTION: Move to Waive the reading of Resolution 2024-018, there being ample copies available to the public
MOTION: Move to Approve Resolution 2024-018 to Authorize staff to apply for Minnesota Department of Natural Resources Outdoor Recreation Grant Program.

ATTACHMENT(S):

Resolution 2024-18

RESOLUTION NO. 2024-018

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

BE IT RESOLVED that the City of Columbia Heights act as legal sponsor for the project contained in the Outdoor Recreation Grant application to be submitted on April 1, 2024, and that the Public Works Director is hereby authorized to apply to the Department of Natural Resources for funding of this project on behalf of the City of Columbia Heights.

BE IT FURTHER RESOLVED that the applicant maintains an adequate Conflict of Interest Policy and, throughout the term of the contract, will monitor and report any actual or potential conflicts of interest to the State, upon discovery.

BE IT FURTHER RESOLVED that the City of Columbia Heights has the legal authority to apply for financial assistance, and it has the financial capability to meet the match requirement (if any) and ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that the City of Columbia Heights has not incurred any development costs and has not entered into a written purchase agreement to acquire the property described in the Cost Breakdown section on this application.

BE IT FURTHER RESOLVED that the City of Columbia Heights has or will acquire fee title or permanent easement over all the land described in the boundary map or recreational site plan included in the application.

BE IT FURTHER RESOLVED that, upon approval of its application by the State, the City of Columbia Heights may enter into an agreement with the State for the above referenced project, and that the City of Columbia Heights certifies that it will comply with all applicable laws and regulations as stated in the grant agreement including dedicating the park property for uses consistent with the funding grant program into perpetuity.

NOW, THEREFORE BE IT RESOLVED that DIRECTOR OF PUBLIC WORKS is hereby authorized to execute such agreements as necessary to implement the project on behalf of the applicant.

ORDER OF COUNCIL

Passed this 11th day of March 2024

Offered by:

Seconded by:

Roll Call:

Amáda Márquez Simula, Mayor

Attest:

Sara Ion, City Clerk/Council Secretary

RESOLUTION NO. 2024-024

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

WHEREAS, the City of Columbia Heights has been selected to participate in the National Fitness Campaign (NFC) 2024/2025 BCBSMN Campaign, an initiative to install and activate outdoor Fitness Courts® in 200 cities and schools across the country, and;

WHEREAS, the City of Columbia Heights has an opportunity to apply for a \$50,000 grant per site through National Fitness Campaign for the installation and activation of the Fitness Court®/s to be located at Huset Park or Sullivan Lake Park; and

WHEREAS, The Fitness Court will offer a unique attraction for visitors and residents and foster economic development; and

WHEREAS, National Fitness Campaign will provide a grant, planning assistance, sponsorship solicitation support (if needed), and other technical expertise through our participation in the National Fitness Campaign (NFC) 2024/2025 BCBS MN Campaign

WHEREAS, the City of Columbia Heights believes the outdoor Fitness Court® is an important wellness ecosystem that supports healthier communities and commits to proceeding with the grant application and qualification process to participate in NFC's 2024/2025 BCBSMN Campaign, and will earn local and national recognition as a leader in providing affordable health and wellness.

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 City Council hereby approves staff will apply for 2024/2025 NFC available grant funding in Minnesota and collaborate with NFC and BCBSMN to implement the outdoor Fitness Court® and make fitness free to community residents and visitors.

ORDER OF COUNCIL

Passed this 11th day of March 2024

Offered by:

Seconded by:

Roll Call:

Amáda Márquez Simula, Mayor

Attest:

Sara Ion, City Clerk/Council Secretary



CITY COUNCIL MEETING

AGENDA SECTION	CONSENT
MEETING DATE	MARCH 11, 2024

ITEM:	Authorizing Staff to Apply to the National Fitness Campaign to Become a Partner Community, Receive Grant Funding From Blue Cross Blue Shield of Minnesota, and Build a Fitness Court Studio	
DEPARTMENT: Public Works		BY/DATE: City Forester / March, 11, 2024
CORE CITY STRATEGIES: (please indicate areas that apply by adding an "X" in front of the selected text below)		
X Healthy and Safe Community		X Thriving and Vibrant Destination Community
X Equitable, Diverse, Inclusive, and Friendly		X Strong Infrastructure and Public Services
_ Trusted and Engaged Leadership		_ Sustainable

BACKGROUND

The National Fitness Campaign (NFC) is a nonprofit organization dedicated to bringing free, outdoor fitness options to communities across the United States. The NFC partners with communities to build Fitness Courts, high-quality outdoor gyms, to public spaces and parks. The NFC partners with local corporate sponsors to provide grants to offset part of the cost of building a Fitness Court.

SUMMARY OF CURRENT STATUS

Blue Cross Blue Shield of Minnesota is the corporate sponsor for our state for 2024-2025. They have committed to providing grants of \$50,000 to 10 communities in MN with well-qualified sites for Fitness Courts, with an additional grant of \$25,000 to add a public art component to the Fitness Court. The grants are available and awarded on a rolling basis. Staff have met with representatives of the NFC and Sullivan Lake Park and Huset Park were assigned high site scores that qualify for maximum grant funding to build a Fitness Court.

STAFF RECOMMENDATION

Staff recommends applying for funding to become a partner community and build a Fitness Court Studio with a public art component. Staff recommends pre-qualifying both Sullivan Lake Park and Huset Park as possible sites and determining the final location at a later date.

RECOMMENDED MOTION(S):

MOTION: Move to waive the reading of Resolution 2024-24, there being multiple copies available to the public

MOTION: Move to Approve Resolution 2024-24 Authorizing staff to apply to the National Fitness Campaign to become a partner community, receive grant funding from Blue Cross Blue Shield of Minnesota, and build a Fitness Court Studio.

ATTACHMENT(S):

Resolution 2024-24

CITY COUNCIL MEETING

AGENDA SECTION	CONSENT
MEETING DATE	MARCH 11, 2024

ITEM:	Approve Change Order with HKGi for Comprehensive Plan Amendment Consulting.		
DEPARTMENT: Community Development		BY/DATE: CD Director/Assistant City Manager/ March 08, 2024	
CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i>			
_ Healthy and Safe Community		X Thriving and Vibrant Destination Community	
_ Equitable, Diverse, Inclusive, and Friendly		X Strong Infrastructure and Public Services	
_ Trusted and Engaged Leadership		_ Sustainable	

BACKGROUND

In September of 2023, the City contracted with Hoisington Koegler Group Inc. (HKGi), to assist the City by leading the planning process to establish a comprehensive plan amendment that anticipates the future redevelopment of the property located at 800 53rd Avenue NE (Medtronic Site). General services provided by HKGi include; a context evaluation of the site, facilitation of meetings with stakeholders, formulation of the proposed amendment, and processing of the amendment with the Metropolitan Council. The contract with HKGi stipulates that additional services rendered are subject to certain hourly rates.

Over the course of the amendment process, HKGi was asked to provide additional services beyond the original contract scope in the areas of concept development (site designs) and development of the submittal documents that will be sent to the Metropolitan Council. To cover these additional costs, staff is requesting approval of the attached change order that will increase the contract award by \$10,000 to cover the additional work required by HKGi.

RECOMMENDED MOTION(S):
<p>MOTION: Move to waive the reading of Resolution 2024-21, there being ample copies available to the public.</p> <p>MOTION: Move to approve Resolution 2024-21, a resolution approving change order for HKGi consulting contract.</p>

ATTACHMENT(S):

- Resolution 2024-21
- Contract Amendment Memorandum
- Contract

RESOLUTION NO. 2024-21

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

WHEREAS, the City of Columbia Heights entered into a Professional Services Agreement (“Agreement”) with Hoisington Koegler Group Inc. (“HkGi”) on September 7, 2023 and;

WHEREAS, the City of Columbia Heights entered into the Agreement with HKGi for the following purposes:

To provide staff support to the Community Development department by leading the planning process to establish a comprehensive plan amendment that anticipates the future redevelopment of the property located at 800 53rd Avenue NE. General services will include; context evaluation of the site, facilitation of meetings with stakeholders, formulation of the proposed amendment, and processing of the amendment with the Metropolitan Council.

WHEREAS, the Agreement set an initial project budget of \$25,000 based on certain project parameters;

WHEREAS, the scope of the project has expanded to include additional time devoted to concept development and evaluation/development of the comprehensive plan amendment submittal.

WHEREAS, the change in project scope requires the project budget to increase;

NOW, THEREFORE BE IT RESOLVED, 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 hereby approves a contract budget amendment between the City of Columbia Heights and HKGi, to increase the contract amount to \$35,000.

NOW, THEREFORE BE IT FURTHER RESOLVED, The City hereby amends the 2024 budget for the Planning and Inspections Fund 201 to appropriate \$10,000 for additional estimated project costs, for a total contract award of \$35,000.

Passed this 11th day of March, 2024

Offered by:

Seconded by:

Roll Call:

Amáda Márquez Simula, Mayor

Attest:

Sara Ion, City Clerk

Collaborate. Listen. Explore. Create.

March 5, 2024

TO: AARON CHIRPICH

CITY OF COLUMBIA HEIGHTS

3989 CENTRAL AVENUE N

COLUMBIA HEIGHTS, MN 55421

RE: Contract Amendment Request

Dear Aaron

Per our recent discussions we request amending the agreement signed September 7, 2023 for planning and design services pertaining to the SE Quadrant of Highway 65 and 53rd Avenue NE. We request to amend the contract to a total not to exceed fee of \$35,000 to cover additional time devoted to concept development and evaluation/development of the comprehensive plan submittal.

Please call or email if you need additional information.

SINCERELY,

BRAD SCHEIB | AICP

VICE PRESIDENT

BRAD@HKGi.COM

612.252.7122

800 Washington Avenue North, Suite 103
Minneapolis, MN 55401



July 18, 2023

Aaron Chirpich
Community Development Director/Assistant City Manager
590 40th Avenue NE
Columbia Heights, MN 55421

Subject: An Agreement between the City of Columbia Heights and HKGi. for planning and design services pertaining to the SE Quadrant of Highway 65 and 53rd Avenue NE.

Dear CLIENT;

This letter outlines a Scope of Services, Fee Schedule and other elements which together constitute an agreement between the City of Columbia Heights hereinafter referred to as the CLIENT, and HKGi, hereinafter referred to as the CONSULTANT for the SE Quadrant of Highway 65 and 53rd Avenue NE, hereinafter referred to as the PROJECT.

The CLIENT and CONSULTANT agree as set forth below:

A. BASIC SERVICES

The CONSULTANT'S basic services for the PROJECT are as provided in Attachment A Work Program.

B. ADDITIONAL SERVICES

The CONSULTANT and the CLIENT may agree in writing to amend this Contract for additional services related to the PROJECT and compensation for such services. The following services have not been requested by the CLIENT but are available upon written authorization.

1. Meetings in addition to those specified in Paragraph A above.
2. Services or Deliverables not specifically identified in Paragraph A above.

C. FEES FOR PROFESSIONAL SERVICES

The CONSULTANT agrees to complete the scope of work contained in Paragraph A in exchange for professional fee compensation as noted below. The CLIENT agrees to pay the CONSULTANT for PROJECT services rendered as follows:

1. For the CONSULTANT'S Basic Services described in Paragraph A above, a fee based on the CONSULTANT'S current hourly rate schedule (see Attachment B) not-to-exceed \$25,000 inclusive of expenses as noted in Paragraph A.

2. For the CONSULTANT'S Additional Services described in Paragraph B, a fee based on the CONSULTANT'S current hourly rate schedule plus incidental expenses or a negotiated fee.
3. Invoices will be submitted electronically (PDF form) to the CLIENT via email on a monthly basis as work is completed and shall be payable within 30 days in accordance with this Agreement.
4. The CONSULTANT reserves the right to suspend services if the CLIENT is delinquent in making payments in accordance with this Agreement.

D. CLIENT'S RESPONSIBILITY

The CLIENT shall be responsible for the following:

1. Assembly of background information including, but not limited to digital copies of all files, pertinent plans, aerial photographs, base maps, inventory data, available GIS mapping, limited to those that are reasonably available.
2. Arrangements and notification for public meetings and stakeholder meetings.
3. Reproduction and distribution of Project reports as deemed necessary and not otherwise specified in paragraph A.
4. Participation in team workshops as needed.
5. Presentation of draft materials to stakeholder groups as required.
6. Provide traffic and municipal engineering support to the project as needed.

E. INSURANCE

CONSULTANT shall maintain insurance of the kind and in the amounts shown below for the life of the contract. Certificates for General Liability Insurance should state that the CLIENT, its officials, employees, agents and representatives are Additional Insureds. The CLIENT reserves the right to review CONSULTANT's insurance policies at any time to verify that contractual requirements have been met.

1. Commercial General Liability Insurance
 - \$2,000,000 per occurrence
 - \$3,000,000 general aggregate
 - \$300,000 damage to rented premises
 - \$15,000 medical expenses
2. Umbrella Liability
 - \$1,000,000 per occurrence
 - \$1,000,000 general aggregate
 - \$10,000 self-insured retention

3. Worker's Compensation and Employer's Liability

- a. Worker's Compensation per Minnesota Statutes
- b. Employer's Liability
 - \$500,000 per accident;
 - \$500,000 per employee;
 - \$500,000 per disease policy limit.

4. Professional Liability Insurance

\$2,000,000 per claim
\$4,000,000 annual aggregate

F. COMPLETION SCHEDULE

The services of the CONSULTANT will begin upon CLIENT approval and will, absent of causes beyond the control of the CONSULTANT, be completed within eight (8) months of the date that the CLIENT issues a notice to proceed. The notice to proceed shall come from an authorized representative of the City.

G. NONDISCRIMINATION

The CONSULTANT agrees not to discriminate by reason of age, race, religion, color, sex, national origin, or handicap unrelated to the duties of a position, of applicants for employment or employees as to terms of employment, promotion, demotion or transfer, recruitment, layoff or termination, compensation, selection for training, or participation in recreational and educational activities.

H. EQUAL OPPORTUNITY

During the performance of this Contract, the CONSULTANT, in compliance with Executive Order 11246, as amended by Executive Order 11375 and Department of Labor regulations 41 CFR Part 60, shall not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The CONSULTANT shall take affirmative action to insure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, transfer; recruitment or recruitment advertising; layoff or termination, rates of pay or other forms of compensation; and selection for training, including apprenticeship. The CONSULTANT shall post in conspicuous places available to employees and applicants for employment notices to be provided by the Government setting forth the provisions of this nondiscrimination clause. The CONSULTANT shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin. The CONSULTANT shall incorporate the foregoing requirements of this paragraph in all of its subcontracts for program work, and will require all of its subcontractors for such work to incorporate such requirements in all subcontracts for program work.

I. INDEMNIFICATION

CLIENT and CONSULTANT agree to indemnify and hold the other harmless, and their respective officers, employees, agents, and representatives, from and against liability for all claims, losses, damages, and expenses, including reasonable attorneys fees, to the extent such claims, losses, damages or expenses are caused by the indemnifying party's negligent acts, errors, or omissions. In the event claims, losses, damages or expenses are caused by the joint or concurrent negligence of the CLIENT and CONSULTANT, they shall be borne by each party in proportion to its negligence

J. TERM, TERMINATION, SUCCESSORS AND/OR ASSIGNS

1. The Term of this Agreement shall be concurrent with the work authorized and shall be in accordance with the schedule to be established between the CLIENT and the CONSULTANT.
2. Either party may terminate this Agreement by written notice to the other party at its address by certified mail at least ten (10) days prior to the date of termination.
3. Neither the CLIENT nor the CONSULTANT shall assign, sublet or transfer its interest in this Agreement without the written consent of the other.
4. The time schedule shall not apply and/or time extensions will be allowed for any circumstances beyond the control of the CONSULTANT.
5. This Agreement shall be governed by all applicable laws.
6. Upon termination, Consultant shall be entitled to fees earned through the effective date of termination.

K. DISPUTES

In the event the CLIENT and CONSULTANT are unable to reach agreement under the terms of this contract, disputes shall be resolved using alternative dispute resolution (ADR).

L. REVOCATION

If this agreement is not signed and accepted by both parties within 90 days of the contract date, it shall become null and void.

M. AUTHORIZATION

IN WITNESS WHEREOF, The CLIENT and the CONSULTANT have made and executed this Agreement for Professional Services,

This 7th day of September, 2023

CLIENT
City of Columbia Heights

Aaron Chirpich
Name Aaron Chirpich

Community Development
Director / ^{Title} Assistant City
manager

CONSULTANT
HKGi

Brad Scheib
Name: Brad Scheib

Vice President
Title

Attachment A Work Program

HKGi will lead a planning process that helps establish a design framework and a potential comprehensive plan amendment for the site. We recognize this effort needs to be achieved in a timely manner to coincide with development interests. To achieve this goal, we will accomplish the following task in the first three months.

Phase I (month 1 – 3): Establish a Framework

- a) Evaluate the redevelopment site and neighborhood context.
- b) Hold a kick-off meeting with City staff to explore and confirm desired or expected redevelopment goals for the site.
- c) Facilitate a joint workshop with the City Council and Planning Commission to explore redevelopment goals with a focus on land use patterns and design elements for the site.
- d) Determine the site's development capacity and constraints based on preferred land uses, site access and visibility, and zoning. This analysis will include diagrams and illustrative drawings for the site.
- e) Develop a final draft presentation that describes preferred land use types and patterns, and design elements for the site.
- f) Facilitate a review of the final draft presentation to staff, Planning Commission and Council.

Assumptions

After the first phase is completed, HKGi will work with City staff to scope the second phase of the project. The scope will be based on input and direction received from City staff, City Council and Planning Commission regarding the site's preferred land use types, density ranges, and design elements. This will help us determine the level-of-effort and tasks needed to update the Comprehensive Plan.

Based on our understanding of the project and scope of services, the first phase of the project is not to exceed \$15,000. Depending on the outcomes of Phase I and City Staff capacity, we estimate fees between \$5,000 and \$10,000 to complete the amendment process (Phase II). Fees will vary based on level of assistance needed to facilitate the review process.

CITY COUNCIL MEETING

AGENDA SECTION	CONSENT
MEETING DATE	MARCH 11, 2024

ITEM:	Approve Change Order with HKGi for Comprehensive Plan Amendment Consulting.		
DEPARTMENT: Community Development		BY/DATE: CD Director/Assistant City Manager/ March 08, 2024	
CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i>			
_ Healthy and Safe Community		X Thriving and Vibrant Destination Community	
_ Equitable, Diverse, Inclusive, and Friendly		X Strong Infrastructure and Public Services	
_ Trusted and Engaged Leadership		_ Sustainable	

BACKGROUND

In September of 2023, the City contracted with Hoisington Koegler Group Inc. (HKGi), to assist the City by leading the planning process to establish a comprehensive plan amendment that anticipates the future redevelopment of the property located at 800 53rd Avenue NE (Medtronic Site). General services provided by HKGi include; a context evaluation of the site, facilitation of meetings with stakeholders, formulation of the proposed amendment, and processing of the amendment with the Metropolitan Council. The contract with HKGi stipulates that additional services rendered are subject to certain hourly rates.

Over the course of the amendment process, HKGi was asked to provide additional services beyond the original contract scope in the areas of concept development (site designs) and development of the submittal documents that will be sent to the Metropolitan Council. To cover these additional costs, staff is requesting approval of the attached change order that will increase the contract award by \$10,000 to cover the additional work required by HKGi.

RECOMMENDED MOTION(S):
<p>MOTION: Move to waive the reading of Resolution 2024-21, there being ample copies available to the public.</p> <p>MOTION: Move to approve Resolution 2024-21, a resolution approving change order for HKGi consulting contract.</p>

ATTACHMENT(S):

- Resolution 2024-21
- Contract Amendment Memorandum
- Contract

CITY COUNCIL MEETING

AGENDA SECTION	CONSENT AGENDA
MEETING DATE	MARCH 11, 2024

ITEM:	Resolution 2024-22, Amending the Budget for Project 2111, the Municipal Service Center Master Plan, for \$175,000.		
DEPARTMENT: Finance		BY/DATE: Joseph Kloiber, Finance Director / March 1, 2024	
CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i>			
<input checked="" type="checkbox"/> Healthy and Safe Community		<input type="checkbox"/> Thriving and Vibrant Destination Community	
<input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly		<input checked="" type="checkbox"/> Strong Infrastructure and Public Services	
<input type="checkbox"/> Trusted and Engaged Leadership		<input checked="" type="checkbox"/> Sustainable	

BACKGROUND

By three prior resolutions (2019-96, 2020-117, 2021-102), the city council has incrementally increased the budget for project 2111, the Municipal Service Center Master Plan. This reflects the progression of the project from an initial analysis of the conditions of the existing facility, to a needs analysis to scope the required replacement facility, to a formal request for approximately \$12 million in state matching funds to fund the replacement, as follows:

	Budget	Costs Incurred
2020	15,000	-
2021	75,000	31,976
2022	125,000	-
2023	-	13,500
Balance Forward from 2023	215,000	45,476

Staff estimates preliminary design and environmental investigation for this project will cost \$390,000 and the related lobbying for the state funding will cost \$50,000. Consequently, staff recommend amending the project budget for an additional \$175,000.

Staff notes for reference that project 2111 is recorded within the Government Building Funds 411. The primary funding sources for Government Building Fund 411 are state aid to local government (LGA) and periodic transfers of available surplus from various operating funds.

RECOMMENDED MOTION(S):

MOTION: Move to waive the reading of Resolution 2024-22, there being ample copies available to the public.

MOTION: Move to close the public hearing and adopt Resolution 2024-22, being a resolution Amending the Budget for Project 2111, The Municipal Service Center Master Plan for \$175,000.

ATTACHMENT(S):

Resolution 2024-22

AMENDING THE BUDGET FOR PROJECT 2111, THE MUNICIPAL SERVICE CENTER MASTER PLAN, FOR \$175,000

WHEREAS, the City Council of the City of Columbia Heights adopted resolutions 2019-96, 2020-117, and 2021-102, to establish and govern a budget for project 2111 the Municipal Service Center Master Plan; and

WHEREAS, the current estimate for the next phase of this multi-year project is expected to exceed the cumulative project budget to-date of \$215,000; and

The City Council of the City of Columbia Heights has determined that it is beneficial to complete the next phase of this project as currently estimated;

NOW, THEREFORE, BE IT RESOLVED that the City of Columbia Heights’ budget is amended to appropriate an additional \$175,000 from the fund balance of Government Buildings Fund 411 for City Project 2111.

Passed this _____ day of _____, 2024

Offered by:
Seconded by:
Roll Call:

Mayor Amáda Márquez Simula

Attest: _____
Sara Ion, City Clerk/Council Secretary

CITY COUNCIL MEETING

AGENDA SECTION	ITEMS FOR CONSIDERATION
MEETING DATE	MARCH 11, 2024

ITEM:	Adopt Resolution 2024-23, Amending Resolution 2022-46 “No Mow May”.								
DEPARTMENT: Community Development		BY/DATE: Kevin Hansen / March 6, 2024							
<p>CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an “X” in front of the selected text below)</i></p> <table border="0"> <tr> <td>X Healthy and Safe Community</td> <td>_ Thriving and Vibrant Destination Community</td> </tr> <tr> <td>_ Equitable, Diverse, Inclusive, and Friendly</td> <td>_ Strong Infrastructure and Public Services</td> </tr> <tr> <td>_ Trusted and Engaged Leadership</td> <td>X Sustainable</td> </tr> </table>				X Healthy and Safe Community	_ Thriving and Vibrant Destination Community	_ Equitable, Diverse, Inclusive, and Friendly	_ Strong Infrastructure and Public Services	_ Trusted and Engaged Leadership	X Sustainable
X Healthy and Safe Community	_ Thriving and Vibrant Destination Community								
_ Equitable, Diverse, Inclusive, and Friendly	_ Strong Infrastructure and Public Services								
_ Trusted and Engaged Leadership	X Sustainable								

BACKGROUND

The Council previously adopted Resolution 2022-46 supporting the “No Mow May” initiative in Columbia Heights. Resolution 2022-46 encouraged all residents of the City who wish to participate in this initiative to refrain from mowing their lawns in the month of May to provide vital early spring flowers for bees and other pollinators that emerge from hibernation.

CURRENT STATUS

At the March 4, 2024, Council Work Session Meeting the Council discussed amendments to Resolution 2022-46 to support pollinator plants as our climate changes and residents mowing tendencies. The amendment would support “Less Mow May. This amendment will encourage all residents of the City who wish to participate in this initiative to mow their lawns in the month of May infrequently to provide vital early spring flowers for bees and other pollinators that emerge from hibernation.

STAFF RECOMMENDATION

Staff recommends amending the “No Mow May” Resolution 2022-46 to reflect the initiative of “Less Mow May”.

RECOMMENDED MOTION(S):
<p>MOTION: Move to waive the reading of Resolution 2024-23, there being ample copies available to the public.</p> <p>MOTION: Move to adopt Resolution 2024-23, being a resolution Amending No Mow May.</p>

ATTACHMENT(S):

- Resolution 2024-23

AMENDING RESOLUTION 2022-46 SUPPORTING NO MOW MAY

WHEREAS, the City Council of City of Columbia Heights' has previously adopted Resolution 2022-46 supporting the no mow may initiative in Columbia Heights; and

WHEREAS, Resolution 2022-46 paragraph 1 reads in part:

"... Supporting No Mow May."

WHEREAS, Resolution 2022-46 paragraph 10 reads in part:

"... 2. Proclaims May 1st through 31st annually as "No Mow May", and encourages all residents of the City who wish to participate in this initiative refrain from mowing their lawns in the month of May to provide vital early spring flowers for bees and other pollinators that emerge from hibernation."

WHEREAS, the City of Columbia Heights has determined the amendments to Resolution 2022-46 listed below are ways to support pollinator plants as our climate changes and residents mowing tendencies change in the future;

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:

ORDER OF COUNCIL

Resolution 2022-46 paragraph 1 is amended as follows:

"... Supporting Less Mow May."

Resolution 2022-46 paragraph 3 is amended as follows:

"... 2. Proclaims May 1st through 31st annually as "Less Mow May", and encourages all residents of the City who wish to participate in this **initiative to mow their lawns in the month of May infrequently** to provide vital early spring flowers for bees and other pollinators that emerge from hibernation."

Passed this 11th day of March 2024

Offered by:

Seconded by:

Roll Call:

Attest:

Amáda Márquez Simula, Mayor

Sara Ion, City Clerk/Council Secretary

CITY COUNCIL MEETING

AGENDA SECTION	CONSENT AGENDA
MEETING DATE	MARCH 11, 2024

ITEM:	Second Reading of Ordinance No. 1692, an Ordinance proposing a new roadway, alley, and right-of-way easement serving 1650 40th Avenue NE		
DEPARTMENT: Community Development		BY/DATE: Andrew Boucher, City Planner, 3/6/24	
CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an “X” in front of the selected text below)</i>			
<input type="checkbox"/> Healthy and Safe Community		<input type="checkbox"/> Thriving and Vibrant Destination Community	
<input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly		<input checked="" type="checkbox"/> Strong Infrastructure and Public Services	
<input type="checkbox"/> Trusted and Engaged Leadership		<input type="checkbox"/> Sustainable	

BACKGROUND

At the beginning of 2023, the property owner of 1650 40th Avenue NE approached staff regarding the replacement of an existing attached garage with a larger garage which would abut or encroach upon an area of the site which lies within an existing roadway easement. The property owner informally requested an easement/partial easement vacation in April 2023, but the City required additional review.

Upon further review, staff determined that the City would be the applicant and responsible for hiring a firm to conduct the survey work. A contract for surveying services was executed with Pioneer Engineering to conduct a survey, prepare existing (Exhibit A) and proposed conditions (Exhibits B and C), and provide descriptions for the proposed easement.

Exhibit A and B show the existing roadway easements per Document No. 217962 and 727283 as well as all of the alley per Waltons 1st Subdivision of Reservoir Hills which are all subjects of the vacation of the misaligned easement and Exhibit C shows the new proposed easement accurately reflecting the right-of-way location.

Attached are the legal descriptions of the easements to be vacated and descriptions of the new easement to be recorded per Exhibits A, B, and C. Once approved, the City is responsible for filing the vacations and recording the new easements with Anoka County.

STAFF REVIEW

Staff has coordinated with the City Engineer who has been provided copies of the application materials and had no concerns with the easement vacation and proposed easements ensuring that the City will maintain the appropriate access necessary for the right-of-way.

FINDINGS OF FACT

Section 9.104 (J) of the Zoning Ordinance outlines certain findings of fact that must be met in order for the City Council to grant approval for an easement vacation. The findings are as follows:

The City Council shall make each of the following findings before vacating a street, alley, or other public right-of-way:

- a) No private rights will be injured or endangered as a result of the vacation.

This is correct.

- b) The public will not suffer loss or inconvenience as a result of the vacation.

This is correct.

RECOMMENDATION

Staff recommends approval of Ordinance No. 1692, on first consideration:

RECOMMENDED MOTION(S):

MOTION: Move to waive the reading of Ordinance No. 1692, an Ordinance proposing new roadway, alley, and right-of-way easement to serve 1650 40th Avenue NE, there being ample copies available to the public.

MOTION: Move to approve Ordinance No. 1692, an Ordinance proposing new roadway, alley, and right-of-way easement to serve 1650 40th Avenue NE. Additionally, direct staff to send the summary ordinance for publication in the legal newspaper.

ATTACHMENT(S):

Ordinance No. 1692

Exhibit A (Existing Conditions)

Exhibit B (Proposed Roadway Easement Vacation)

Exhibit C (Proposed Easement)

ORDINANCE NO. 1692**AN ORDINANCE PROPOSING A ROADWAY EASEMENT PER 9.104 OF THE CITY CODE OF 2005 SERVING PROPERTIES LOCATED AT 1650 40TH AVENUE NE AND 3987 JOHNSON STREET NE.**

The City of Columbia Heights does ordain:

Section 1

The proposed roadway easement is legally described and graphically depicted in Exhibit C as follows:

An easement for roadway purposes lying over under and across all that part of Lot 1, Block 1, WALTONS 1ST SUBDIVISION OF RESERVOIR HILLS, according to the recorded plat thereof, Anoka County, Minnesota that lies within a 50 foot strip, its centerline described as follows:

Commencing at the south quarter corner of Section. 36, Township 30, Range. 24, said Anoka County, thence North 00 degrees 20 minutes 19 degrees West assumed bearing along the north south quarter line of said Section. 36, 1965.92 feet; thence North 89 degrees 29 minutes 44 seconds East, 332.49 feet to the point of beginning; thence South 00 degrees 30 minutes 16 seconds East, 42.45 feet; thence southwesterly along a tangential curve concave to the west, 94.94 feet, with a central angle 45 degrees 19 minutes 54 seconds and a radius of 120.00 feet.

Together with all that part of said Lot 1 except the previously described 50 foot strip that lies southeasterly of a line 10 feet northwesterly of and parallel with the northeasterly line of the Alley adjacent to said Lot 1 as delineated and dedicated on said WALTONS 1ST SUBDIVISION OF RESERVOIR HILLS.

Section 2

This Ordinance shall be in full force and effect from and after 30 days after its passage.

First Reading: February 28, 2024
 Offered by: James
 Seconded by: Buesgens
 Roll Call: All Ayes

Second Reading: March 11, 2024
 Offered by:
 Seconded by:
 Roll Call:

Date of Passage:

Amáda Márquez Simula, Mayor

Attest:

Sara Ion, City Clerk/Council Secretary

SUMMARY OF ORDINANCE NO. 1692

BEING AN ORDINANCE PROPOSING THE CITY OF COLUMBIA HEIGHTS NEW ROADWAY, ALLEY, AND RIGHT-OF-WAY EASEMENTS PER 9.104 OF THE CITY CODE OF 2005 SERVING PROPERTY LOCATED AT 1650 40TH AVENUE NE.

The City Council for the City of Columbia Heights, Minnesota adopted Ordinance No. 1692 on March 11, 2024.

The purpose of this ordinance is to establish, upon passage, a new roadway easement serving property at 1650 40th Avenue NE. This Ordinance establishes a new roadway easement as described and graphically depicted per Exhibit C.

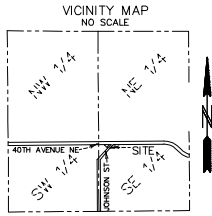
This is a summary of Ordinance No. 1692. A copy of the entire text of the Ordinance is available for public inspection during regular office hours at City Hall, by standard or electronic mail, or at www.columbiaheightsmn.gov.

Attest:

Amáda Márquez Simula, Mayor

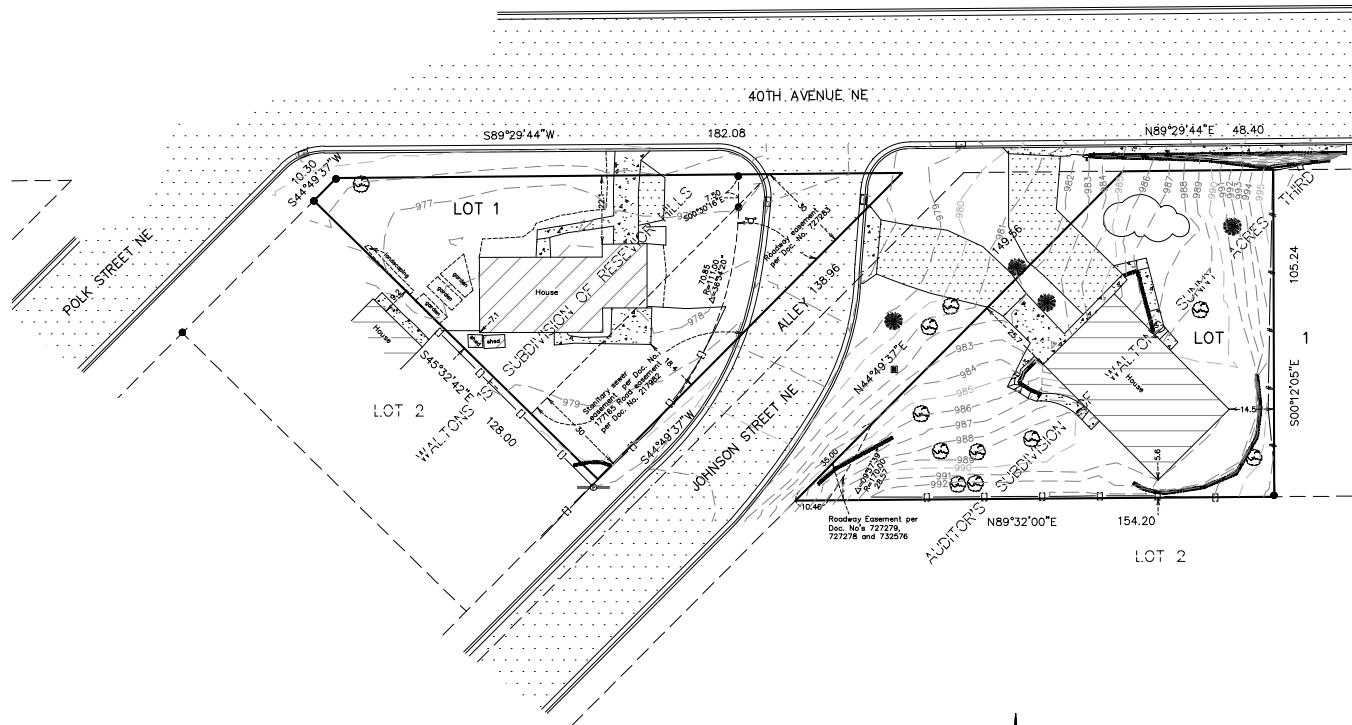
Sara Ion, City Clerk/Council Secretary

EXHIBIT A



SECTION 36, TWP. 30, RGE. 24
ANOKA COUNTY, MINNESOTA
LOCATION MAP
NO SCALE

AUDITOR'S SUBDIVISION OF WALTON'S SECOND SUBDIVISION



SHEET INDEX:

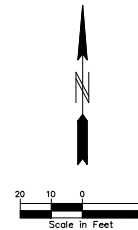
- SHEET 1: EXISTING CONDITIONS
- SHEET 2: PROPOSED CONDITIONS
- SHEET 3: PROPOSED EASEMENT AND ROAD VACATION EXHIBIT
- SHEET 4: PROPOSED ROAD EASEMENT EXHIBIT

Property description per Commitment for Title Insurance commitment no. DC231432 dated May 15th, 2023 at 8:00 a.m. issued by Old Republic National Title Insurance Company:

Parcel 1:
Lot 1, Block 1, Walton's First Subdivision of Reservoir Hills, Anoka County, Minnesota.

Parcel 2:
Lot 1, Block 12, Auditor's Subdivision of Walton's Sunny Acres Third Addition, except the East 150 feet thereof and except the West 36 feet measured at right angle to Southeastery line of platted alley lying adjacent and Northwesterly of said lot, Anoka County, Minnesota.

* Only easements which were supplied by client and appear in Schedule B of the Commitment for Title Insurance issued by Old Republic National Title Insurance Company file no. DC231432 dated May 15th, 2023 at 8:00 a.m. are shown. No other search for recorded or unrecorded easements was made by the surveyor as part of this survey.



- ### LEGEND
- Denotes iron pipe
 - Denotes hydrant
 - Denotes service
 - Denotes installation box
 - Denotes electric line
 - Denotes telephone line
 - Denotes existing well designed and built by others
 - Denotes existing tree C
 - Denotes existing tree D
 - Denotes fence (chain link)
 - Denotes fence (wood)
 - Denotes concrete
 - Denotes bluestone

EXISTING CONDITIONS
for: The City of Columbia Heights

City File: 22563 EXISTING
CONDS
Folder #: 8837
Drawn by: MTW/KSO
Date: 12.28.23

2422 Interpave Drive
St. Paul, MN 55120
(651) 681-4144
www.pioneerengr.com

PIONEER engineering
CIVIL ENGINEERS LAND PLANNERS LAND SURVEYORS LANDSCAPE ARCHITECTS

Sheet
1 of 4

CITY COUNCIL MEETING

AGENDA SECTION	CONSENT AGENDA
MEETING DATE	MARCH 11, 2024

ITEM:	Second Reading of Ordinance No. 1693, an Ordinance proposing vacation of roadway, alley, and right-of-way easements serving 1650 40th Avenue NE		
DEPARTMENT: Community Development		BY/DATE: Andrew Boucher, City Planner, 3/6/24	
CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an “X” in front of the selected text below)</i>			
<input type="checkbox"/> Healthy and Safe Community		<input type="checkbox"/> Thriving and Vibrant Destination Community	
<input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly		<input checked="" type="checkbox"/> Strong Infrastructure and Public Services	
<input type="checkbox"/> Trusted and Engaged Leadership		<input type="checkbox"/> Sustainable	

BACKGROUND

At the beginning of 2023, the property owner of 1650 40th Avenue NE approached staff regarding the replacement of an existing attached garage with a larger garage which would abut or encroach upon an area of the site which lies within an existing roadway easement. The property owner informally requested an easement/partial easement vacation in April 2023, but the City required additional review.

Upon further review, staff determined that the City would be the applicant and responsible for hiring a firm to conduct the survey work. A contract for surveying services was executed with Pioneer Engineering to conduct a survey, prepare existing (Exhibit A) and proposed conditions (Exhibits B and C), and provide descriptions for the proposed vacation as well as the new easements.

Exhibit A and B show the existing roadway easements per Document No. 217962 and 727283 as well as all of the alley per Waltons 1st Subdivision of Reservoir Hills which are all subjects of this roadway easement vacation and Exhibit C shows the new proposed easement.

Attached are the legal descriptions of the easements to be vacated and descriptions of the new easement to be recorded per Exhibits A, B, and C. Once approved, the City is responsible for filing the vacations and recording the new easements with Anoka County.

STAFF REVIEW

Staff has coordinated with the City Engineer who has been provided copies of the application materials and had no concerns with the easement vacation and proposed easements ensuring that the City will maintain the appropriate access necessary for the right-of-way.

FINDINGS OF FACT

Section 9.104 (J) of the Zoning Ordinance and Section 111 of the City Charter outlines certain findings of fact that must be met in order for the City Council to grant approval for an easement vacation. The findings are as follows:

The City Council shall make each of the following findings before vacating a street, alley, or other public right-of-way:

- a) No private rights will be injured or endangered as a result of the vacation.

This is correct.

- b) The public will not suffer loss or inconvenience as a result of the vacation.

This is correct.

RECOMMENDATION

Staff recommends approval of Ordinance No. 1693:

RECOMMENDED MOTION(S):
<p>MOTION: Move to waive the reading of Ordinance No. 1693, an ordinance vacating roadway easements for 1650 40th Avenue NE, there being ample copies available to the public.</p> <p>MOTION: Move to approve Ordinance No. 1693, an Ordinance proposing vacation of roadway, alley, and right-of-way easements serving 1650 40th Avenue NE. Additionally, direct staff to send the summary ordinance for publication in the legal newspaper.</p>

ATTACHMENT(S):

Ordinance No. 1693

Exhibit A (Existing Conditions)

Exhibit B (Proposed Roadway Easement Vacation)

Exhibit C (Proposed Easement)

ORDINANCE NO. 1693**AN ORDINANCE PROPOSING VACATION OF ROADWAY, ALLEY, AND RIGHT-OF-WAY EASEMENTS PER 9.104 OF THE CITY CODE OF 2005 SERVING PROPERTIES LOCATED AT 1650 40TH AVENUE NE.**

The City of Columbia Heights does ordain:

Section 1

The proposed legal descriptions for the easement and road vacations are as described and graphically depicted per Exhibits A, B, and C:

All of the Alley as delineated and dedicated on WALTONS 1ST SUBDIVISION OF RESERVOIR HILLS, Anoka County contiguous with the southeasterly line of Lot 1, Block 1, said WALTONS 1ST SUBDIVISION OF RESERVOIR HILLS, that lies easterly of a line parallel with and 25 feet easterly of the following described line:

Commencing at the south quarter corner of Section. 36, Township 30, Range. 24, said Anoka County, thence North 00 degrees 20 minutes 19 degrees West assumed bearing along the north south quarter line of said Section. 36, 1965.92 feet; thence North 89 degrees 29 minutes 44 seconds East, 332.49 feet to the point of beginning; thence South 00 degrees 30 minutes 16 seconds East, 42.45 feet; thence southwesterly along a tangential curve concave to the west, 94.94 feet, with a central angle 45 degrees 19 minutes 54 seconds and a radius of 120.00 feet.

All of the roadway easement as described in document number 217962 and 727283, Anoka County, Minnesota

Section 2

This Ordinance shall be in full force and effect from and after 30 days after its passage.

First Reading: February 26, 2024
Offered by: Spriggs
Seconded by: Jacobs
Roll Call: All Ayes

Second Reading: March 11, 2024
Offered by:
Seconded by:
Roll Call:

Date of Passage:

Amáda Márquez Simula, Mayor

Attest:

Sara Ion, City Clerk/Council Secretary

SUMMARY OF ORDINANCE NO. 1693

BEING AN ORDINANCE PROPOSING THE CITY OF COLUMBIA HEIGHTS VACATE ROADWAY, ALLEY, AND RIGHT-OF-WAY EASEMENTS PER 9.104 OF THE CITY CODE OF 2005 SERVING PROPERTY LOCATED AT 1650 40TH AVENUE NE.

The City Council for the City of Columbia Heights, Minnesota adopted Ordinance No. 1693 on March 11, 2024.

The purpose of this ordinance is to establish, upon passage, a roadway easement vacation serving property at 1650 40th Avenue NE. This Ordinance vacates roadway easements as described and graphically depicted per Exhibits A, B, and C.

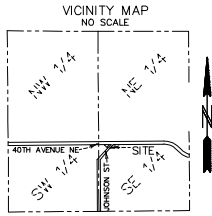
This is a summary of Ordinance No. 1693. A copy of the entire text of the Ordinance is available for public inspection during regular office hours at City Hall, by standard or electronic mail, or at www.columbiaheightsmn.gov.

Attest:

Amáda Márquez Simula, Mayor

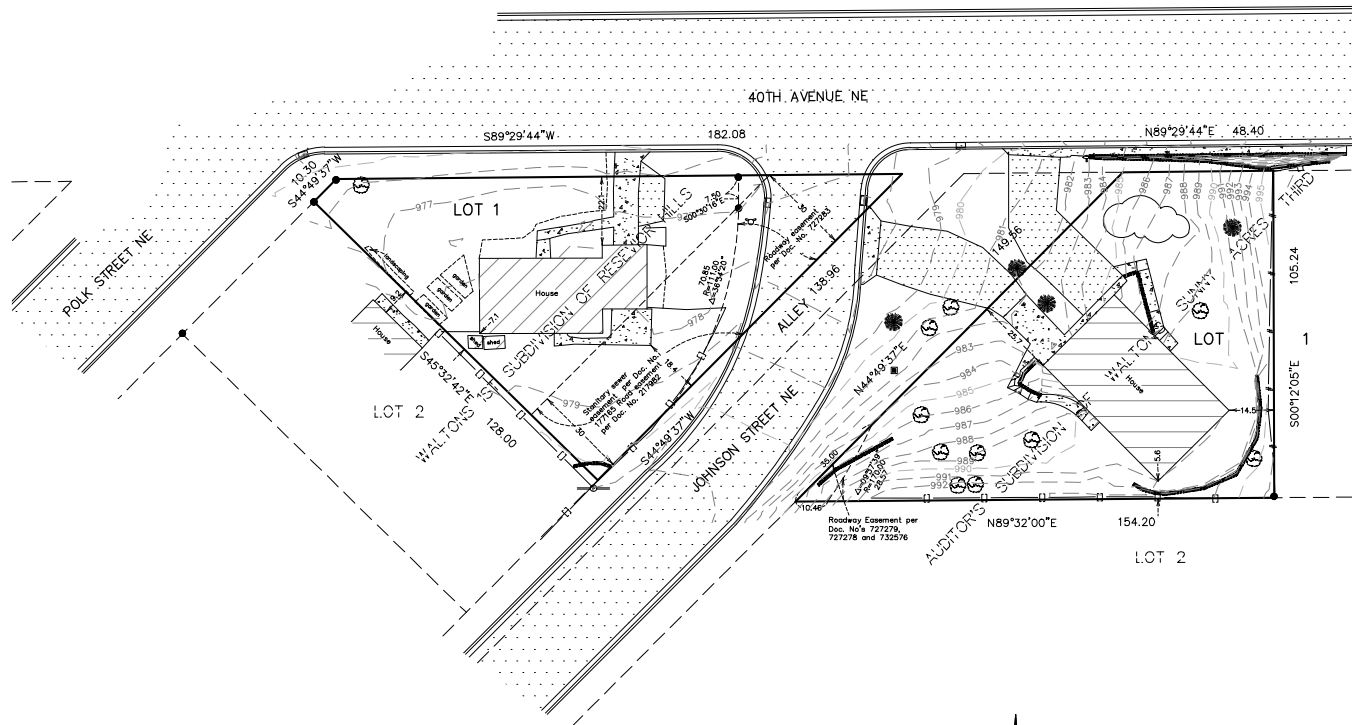
Sara Ion, City Clerk/Council Secretary

EXHIBIT A



SECTION 36, TWP. 30, RGE. 24
ANOKA COUNTY, MINNESOTA
LOCATION MAP
NO SCALE

AUDITOR'S SUBDIVISION OF WALTON'S SECOND SUBDIVISION



SHEET INDEX:

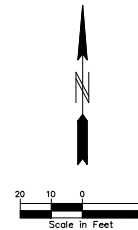
- SHEET 1: EXISTING CONDITIONS
- SHEET 2: PROPOSED CONDITIONS
- SHEET 3: PROPOSED EASEMENT AND ROAD VACATION EXHIBIT
- SHEET 4: PROPOSED ROAD EASEMENT EXHIBIT

Property description per Commitment for Title Insurance commitment no. DC231432 dated May 15th, 2023 at 8:00 a.m. issued by Old Republic National Title Insurance Company:

Parcel 1:
Lot 1, Block 1, Walton's First Subdivision of Reservoir Hills, Anoka County, Minnesota.

Parcel 2:
Lot 1, Block 12, Auditor's Subdivision of Walton's Sunny Acres Third Addition, except the East 150 feet thereof and except the West 36 feet measured at right angle to Southeastery line of platted alley lying adjacent and Northwesterly of said lot, Anoka County, Minnesota.

* Only easements which were supplied by client and appear in Schedule B of the Commitment for Title Insurance issued by Old Republic National Title Insurance Company file no. DC231432 dated May 15th, 2023 at 8:00 a.m. are shown. No other search for recorded or unrecorded easements was made by the surveyor as part of this survey.



- ### LEGEND
- Denotes iron pipe
 - Denotes hydrant
 - Denotes service
 - Denotes installation box
 - Denotes electric line
 - Denotes telephone line
 - Denotes existing well designed and built by others
 - Denotes existing tree C
 - Denotes existing tree D
 - Denotes fence (chain link)
 - Denotes fence (wood)
 - Denotes concrete
 - Denotes bluestone

EXISTING CONDITIONS
for: The City of Columbia Heights

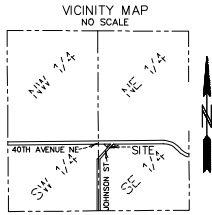
City File: 22654 EXISTING
CONDS
Folder #: 8837
Drawn by: MTW/KSO
Date: 12/28/23

2422 Interpave Drive
St. Paul, MN 55120
(651) 681-4344
www.pioneerengr.com

PIONEER engineering
CIVIL ENGINEERS LAND PLANNERS LAND SURVEYORS LANDSCAPE ARCHITECTS

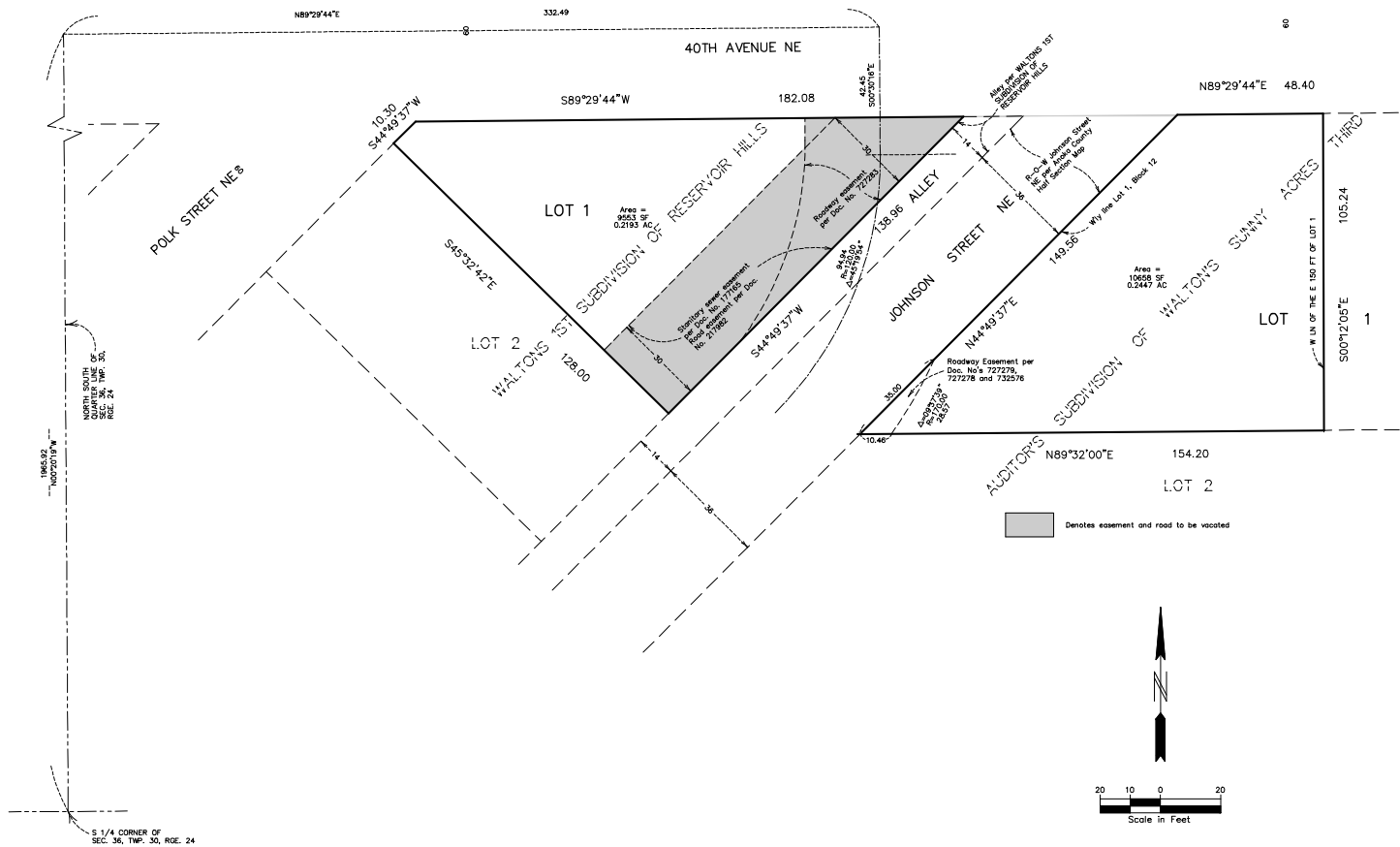
Sheet
1 of 4

EXHIBIT B



SECTION 36, TWP. 30, RGE. 24
ANOKA COUNTY, MINNESOTA
LOCATION MAP
NO SCALE

AUDITOR'S SUBDIVISION OF WALTON'S SECOND SUBDIVISION



Proposed Descriptions for Easement and Road Vacations:

All of the Alley as delineated and dedicated on WALTON'S 1ST SUBDIVISION OF RESERVOIR HILLS, Anoka County contiguous with the southeasterly line of Lot 1, Block 1, said WALTON'S 1ST SUBDIVISION OF RESERVOIR HILLS, that lies easterly of a line parallel with and 25 feet easterly of the following described line:

Commencing at the south quarter corner of Section, 36, Township 30, Range, 24, said Anoka County, thence North 00 degrees 20 minutes 19 degrees West assumed bearing along the north south quarter line of said Section, 36, 1965.92 feet; thence North 89 degrees 29 minutes 44 seconds East, 332.49 feet to the point of beginning; thence South 00 degrees 30 minutes 16 seconds East, 42.45 feet; thence southeasterly along a tangential curve concave to the west, 94.94 feet, with a central angle 45 degrees 19 minutes 54 seconds and a radius of 120.00 feet.

All of the sanitary sewer easement as described in document number 177165, Anoka County, Minnesota

All of the roadway easement as described in document number 727283, Anoka County, Minnesota

Denotes easement and road to be vacated

PROPOSED EASEMENT AND ROAD VACATION EXHIBIT
for: The City of Columbia Heights

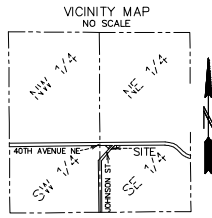
Case File: 12005-LANDMARK AND
ROAD VACATION EXHIBIT
Folder #: 8837
Drawn by: J. J. J. J.
Date: 12-21-23

2422 Enterprise Drive
St. Paul, MN 55120
(651) 681-4344
www.pioneer-engineering.com

PIONEER engineering
CIVIL ENGINEERS LAND PLANNERS LAND SURVEYORS LANDSCAPE ARCHITECTS

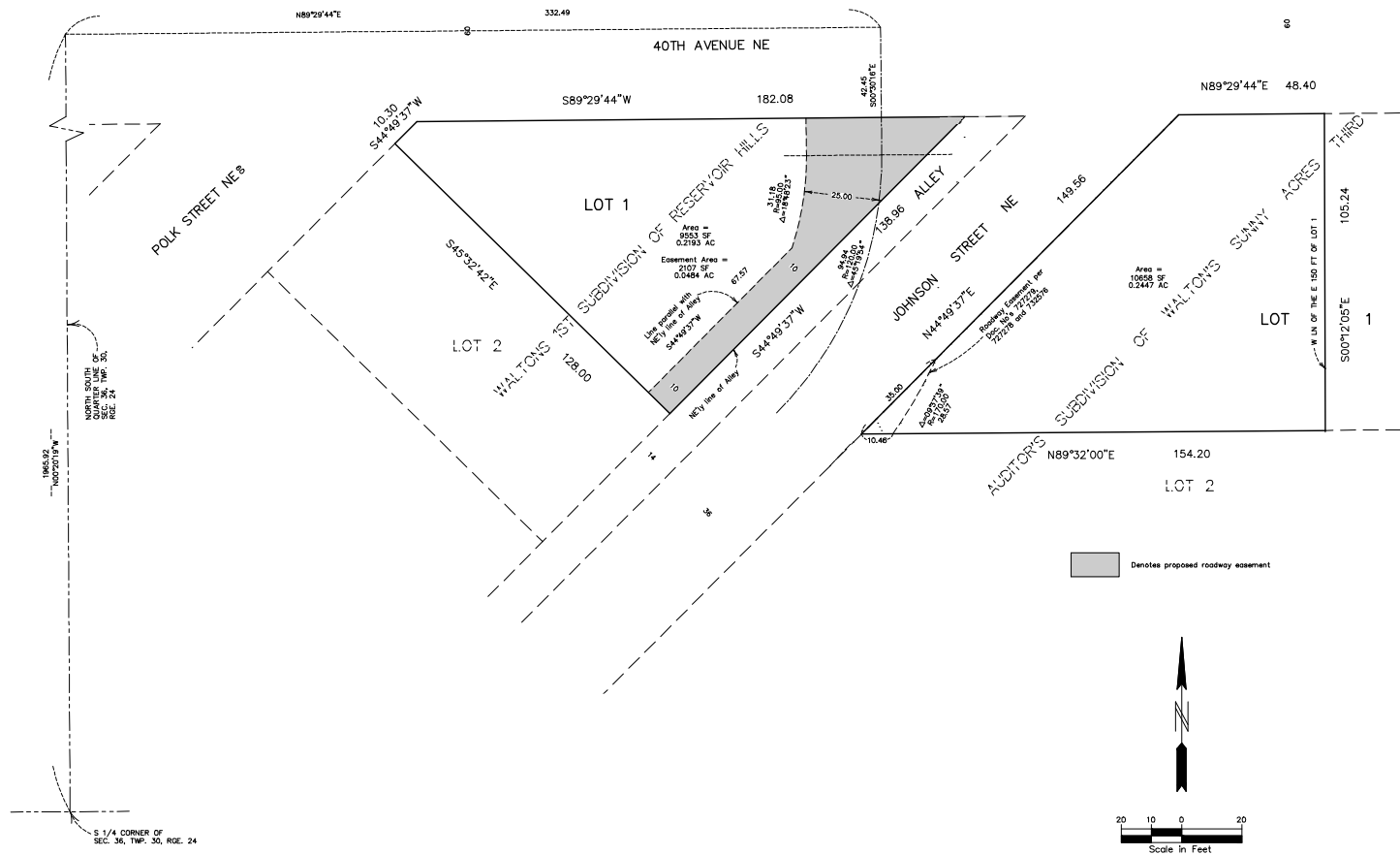
Sheet
3 of 4

EXHIBIT C



SECTION 36, TWP. 30, RGE. 24
ANOKA COUNTY, MINNESOTA
LOCATION MAP
NO SCALE

AUDITOR'S SUBDIVISION OF WALTON'S SECOND SUBDIVISION



Proposed Description for Roadway Easement:

An easement for roadway purposes lying over under and across all that part of Lot 1, Block 1, WALTONS 1ST SUBDIVISION OF RESERVOIR HILLS, according to the recorded plat thereof, Anoka County, Minnesota that lies within a 50 foot strip, its centerline described as follows:

Commencing at the south quarter corner of Section 36, Township 30, Range 24, said Anoka County, thence North 00 degrees 20 minutes 19 degrees West assumed bearing along the north south quarter line of said Section 36, 1965.92 feet; thence North 89 degrees 29 minutes 44 seconds East, 332.49 feet to the point of beginning; thence South 00 degrees 30 minutes 16 seconds East, 42.45 feet; thence southwesterly along a tangential curve concave to the west, 94.94 feet, with a central angle 45 degrees 19 minutes 54 seconds and a radius of 120.00 feet.

Together with all that part of said Lot 1 except the previously described 50 foot strip that lies southeasterly of a line 10 feet northwesterly of and parallel with the northeasterly line of the Alley adjacent to said Lot 1 as delineated and dedicated on said WATONS 1ST SUBDIVISION OF RESERVOIR HILLS.

CITY COUNCIL MEETING

AGENDA SECTION	CONSENT AGENDA
MEETING DATE	03/11/2024

ITEM:	License Agenda		
DEPARTMENT: Community Development		BY/DATE: Sarah LaVoie, 03/11/2024	
CORE CITY STRATEGIES: <div><div><input checked="" type="checkbox"/>Healthy and Safe Community</div><div><input type="checkbox"/>Thriving and Vibrant Destination Community</div><div><input type="checkbox"/>Equitable, Diverse, Inclusive, and Friendly</div><div><input type="checkbox"/>Strong Infrastructure and Public Services</div><div><input type="checkbox"/>Trusted and Engaged Leadership</div><div><input type="checkbox"/>Sustainable</div></div>			

BACKGROUND

Attached is the business license agenda for the March 11th, 2024, City Council meeting. This agenda consists of applications for 2024: contractor licenses and a food truck registration license.

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 March 11 th , 2024, as presented.

ATTACHMENT(S):

1. License Agenda 03-11-2024

TO CITY COUNCIL MARCH 11, 2024

*Signed Waiver Form accompanied application

<u>Contractor Licenses – 2024</u>		
*FIRENET SYSTEMS INC	2700 FREEWAY BLVD STE 100, BROOKLYN PARK, MN	\$80
FASTSIGNS OF MAPLEGROVE/OSSEO	300 CENTRAL AVE, OSSEO, MN	\$80
<u>Food Truck Registration – 2024</u>		
*PIZZA KARMA	8451 JOINER WAY, EDEN PRAIRIE 55344	\$100

**CITY COUNCIL MEETING**

AGENDA SECTION	CONSENT
MEETING DATE	MARCH 11, 2024

ITEM:	Rental Occupancy Licenses for Approval.		
DEPARTMENT: Fire Department		BY/DATE: Assistant Fire Chief Dan O'Brien / March 11, 2024	
CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i>			
<input checked="" type="checkbox"/> Healthy and Safe Community		<input type="checkbox"/> Thriving and Vibrant Destination Community	
<input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly		<input checked="" type="checkbox"/> Strong Infrastructure and Public Services	
<input type="checkbox"/> Trusted and Engaged Leadership		<input type="checkbox"/> Sustainable	

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 March 11, 2024, in that they have met the requirements of the Property Maintenance Code.

ATTACHMENT:

Rental Occupancy Licenses for Approval – 3-11-24



COLUMBIA HEIGHTS

PROPERTY MAINTENANCE

REDISCOVER THE HEIGHTS

Item 11.

825 41st Avenue NE • Columbia Heights, MN 55421 • Ph: (763) 706-8156 • Email: fireinspections@columbiaheightsmn.gov • heightsfire.com

Rental Occupancy Licenses for Approval 3/11/24:

LICENSEE	LICENSE ADDRESS	LICENSE INFORMATION
Colville, Mark CCF2, LLC 7801 E Bush Lk Rd#430 Edina, MN 55439	4556 Fillmore St NE 4558 Fillmore St NE	23-0006933 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00
Khan, Mujtaba TSK Properties, LLC 2641 Ashley Terrace New Brighton, MN 55112	1132 45th Ave NE 1134 45th Ave NE	24-0007116 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00
<i>*New License</i>		
Nieto, Ronal 4412 4th St NE Columbia Heights, MN 55421	4501 4th St NE	24-0007259 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
Vazquez Sanchez, Keyri 4624 Taylor St NE Columbia Heights, MN 55421	4624 Taylor St NE 4626 Taylor St NE	24-0007092 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00
<i>*New License</i>		
Visnjic, Sasha Vlado Construction LLC 14909 Summit Oaks Dr Burnsville, MN 55337	1206 Cheery Ln NE 1204 Cheery Ln NE	24-0007095 Rental License [1 - 3 Units] Number of licensed units: 2 \$1,950.00

**CITY COUNCIL MEETING**

AGENDA SECTION	CONSENT AGENDA
MEETING DATE	MARCH 11, 2024

ITEM:	Review of Bills.		
DEPARTMENT: Finance Department		BY/DATE: March 11, 2024	
CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i>			
<input type="checkbox"/> Healthy and Safe Community		<input type="checkbox"/> Thriving and Vibrant Destination Community	
<input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly		<input type="checkbox"/> Strong Infrastructure and Public Services	
<input checked="" type="checkbox"/> Trusted and Engaged Leadership		<input type="checkbox"/> Sustainable	

BACKGROUND

The Finance Department prepares a list of all payments made for approval of the Council.

STAFF RECOMMENDATION

Approve payments since previous City Council Meeting.

RECOMMENDED MOTION(S):
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 \$1,669,472.06.

ATTACHMENT(S):

List of Claims

03/07/2024 12:46 PM
User: heathers
DB: Columbia Heights

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
CHECK DATE FROM 02/23/2024 - 03/07/2024

Page 1/26

Item 12.

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
02/29/2024	MAIN	1101 (A)	17-000651	ARES NEE HOLDINGS, LLC	022324 SOLAR POWER	609.9791.43810	517.51
		1101 (A)	17-000651		022324 SOLAR POWER	609.9792.43810	370.65
						888.16	
02/29/2024	MAIN	1102 (A)	0107996000	BELLBOY BAR SUPPLY	021424 INV	101.0000.20815	(1.73)
		1102 (A)	0107971900		020724 INV	101.0000.20815	(5.29)
		1102 (A)	0107996000		021424 INV	609.0000.14500	130.60
		1102 (A)	0107971900		020724 INV	609.0000.14500	96.00
		1102 (A)	0107996000		021424 INV	609.9791.42171	137.58
		1102 (A)	0107971900		020724 INV	609.9793.42171	82.29
						439.45	
02/29/2024	MAIN	1103 (A)	0202598000	BELLBOY CORPORATION	021424 INV	609.0000.14500	3,109.00
		1103 (A)	0202520000		020724 INV	609.0000.14500	1,376.00
		1103 (A)	0202525200		020724 INV	609.0000.14500	498.30
		1103 (A)	0202519900		020724 INV	609.0000.14500	9,350.28
		1103 (A)	0107968900		020724 INV	609.0000.14500	731.07
		1103 (A)	0107968900		020724 INV	609.9791.42171	84.25
		1103 (A)	0202598000		021424 INV	609.9791.42199	54.00
		1103 (A)	0202519900		020724 INV	609.9791.42199	83.02
		1103 (A)	0202520000		020724 INV	609.9792.42199	10.00
		1103 (A)	0202525200		020724 INV	609.9793.42199	6.00
						15,301.92	
		02/29/2024	MAIN		1104 (A)	114326877	BREAKTHRU BEVERAGE MN W&S LI
1104 (A)	114326875			020924 INV 700297736	609.0000.14500	1,098.00	
1104 (A)	114326879			020924 INV 700297736	609.0000.14500	712.00	
1104 (A)	114326876			020924 INV 700297736	609.0000.14500	450.00	
1104 (A)	114326878			020924 INV 700297736	609.0000.14500	134.85	
1104 (A)	114326884			020924 INV 700297782	609.0000.14500	539.40	
1104 (A)	114326886			020924 INV 700297782	609.0000.14500	545.50	
1104 (A)	114326883			020924 INV 700297782	609.0000.14500	1,238.46	
1104 (A)	114326885			020924 INV 700297782	609.0000.14500	295.49	
1104 (A)	114326865			020924 INV 700297717	609.0000.14500	3,361.90	
1104 (A)	114326862			020924 INV 700297717	609.0000.14500	193.50	
1104 (A)	114326874			020924 INV 700297717	609.0000.14500	528.00	
1104 (A)	114326873			020924 INV 700297717	609.0000.14500	360.00	
1104 (A)	114326872			020924 INV 700297717	609.0000.14500	94.95	
1104 (A)	114326864			020924 INV 700297717	609.0000.14500	450.30	
1104 (A)	114326869			020924 INV 700297717	609.0000.14500	756.25	
1104 (A)	114326868			020924 INV 700297717	609.0000.14500	800.00	
1104 (A)	114326867			020924 INV 700297717	609.0000.14500	1,000.00	
1104 (A)	114326871			020924 INV 700297717	609.0000.14500	2,000.00	

71

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		1104 (A)	114326870		020924 INV 700297717	609.0000.14500	659.17
		1104 (A)	114326866		020924 INV 700297717	609.0000.14500	313.23
		1104 (A)	411973904		022124 INV 700297717	609.0000.14500	(26.05)
		1104 (A)	411973905		022124 INV 700297717	609.0000.14500	(152.00)
		1104 (A)	411961550		021624 INV 700297736	609.0000.14500	(136.00)
		1104 (A)	411973908		022124 INV 700297782	609.0000.14500	(63.00)
		1104 (A)	114326865		020924 INV 700297717	609.9791.42199	24.15
		1104 (A)	114326862		020924 INV 700297717	609.9791.42199	1.34
		1104 (A)	114326874		020924 INV 700297717	609.9791.42199	4.60
		1104 (A)	114326873		020924 INV 700297717	609.9791.42199	5.75
		1104 (A)	114326872		020924 INV 700297717	609.9791.42199	1.15
		1104 (A)	114326864		020924 INV 700297717	609.9791.42199	6.90
		1104 (A)	114326869		020924 INV 700297717	609.9791.42199	6.90
		1104 (A)	114326868		020924 INV 700297717	609.9791.42199	12.65
		1104 (A)	114326867		020924 INV 700297717	609.9791.42199	8.05
		1104 (A)	114326871		020924 INV 700297717	609.9791.42199	5.75
		1104 (A)	114326870		020924 INV 700297717	609.9791.42199	32.20
		1104 (A)	114326866		020924 INV 700297717	609.9791.42199	2.49
		1104 (A)	411973904		022124 INV 700297717	609.9791.42199	(1.15)
		1104 (A)	411973905		022124 INV 700297717	609.9791.42199	(1.15)
		1104 (A)	114326877		020924 INV 700297736	609.9792.42199	1.34
		1104 (A)	114326875		020924 INV 700297736	609.9792.42199	8.05
		1104 (A)	114326879		020924 INV 700297736	609.9792.42199	6.90
		1104 (A)	114326876		020924 INV 700297736	609.9792.42199	6.90
		1104 (A)	114326878		020924 INV 700297736	609.9792.42199	1.15
		1104 (A)	411961550		021624 INV 700297736	609.9792.42199	(2.30)
		1104 (A)	114326884		020924 INV 700297782	609.9793.42199	4.60
		1104 (A)	114326886		020924 INV 700297782	609.9793.42199	4.60
		1104 (A)	114326883		020924 INV 700297782	609.9793.42199	13.80
		1104 (A)	114326885		020924 INV 700297782	609.9793.42199	12.65
		1104 (A)	411973908		022124 INV 700297782	609.9793.42199	(1.15)
							13,812.12
02/29/2024	MAIN	1105 (A)	2947377	CAPITOL BEVERAGE SALES LP	021424 INV	609.0000.14500	3,984.25
		1105 (A)	2944616		020724 INV	609.0000.14500	3,121.45
		1105 (A)	2947822		021524 INV	609.0000.14500	5,255.40
		1105 (A)	2946054		021224 INV	609.0000.14500	1,104.25
		1105 (A)	2949978		022124 INV	609.0000.14500	(184.00)
							13,281.35
02/29/2024	MAIN	1106 (A)	INV3615967	COORDINATED BUSINESS SYSTEM	MAINT 021624-031524	101.1940.44000	8
02/29/2024	MAIN	1107 (A)	22-556-00019	DORAN SPECIAL PROJECTS, LLC CONSTRUCTION MANAGEMENT SERVICES FO	411.0000.20610		72

03/07/2024 12:46 PM
User: heathers
DB: Columbia Heights

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
CHECK DATE FROM 02/23/2024 - 03/07/2024

Page 3/26

Item 12.

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		1107 (A)	22-556-00019		CONSTRUCTION MANAGEMENT SERVICES	FO411.9999.43050.1911	393.84
							386.68
02/29/2024	MAIN	1108 (A)	SP-035-000224	HINTERLAND CSG, LLC	021624 SOLAR POWER	101.2100.43810	72.04
		1108 (A)	SP-035-000224		021624 SOLAR POWER	101.2200.43810	72.03
							144.07
02/29/2024	MAIN	1109 (A)	SP-151-000148	MADISON ENERGY INVESTMENTS	021624 SOLAR POWER	101.2100.43810	45.33
		1109 (A)	SP-150-000148		021624 SOLAR POWER	101.2100.43810	33.17
		1109 (A)	SP-151-000148		021624 SOLAR POWER	101.2200.43810	45.32
		1109 (A)	SP-150-000148		021624 SOLAR POWER	101.2200.43810	33.18
							157.00
02/29/2024	MAIN	1110 (A)	SP-001-000289	MADISON ENERGY INVESTMENTS	021624 SOLAR POWER	101.9200.43810	22.53
02/29/2024	MAIN	1111 (A)	6724946	PHILLIPS WINE & SPIRITS INC	011824 INV	609.0000.14500	310.00
		1111 (A)	517393		013124 INV	609.0000.14500	(110.00)
		1111 (A)	6724946		011824 INV	609.9791.42199	5.60
							205.60
02/29/2024	MAIN	1112 (A)	2320005955	POMP'S TIRE SERVICE INC	RECAP TIRES	701.0000.14120	2,303.78
02/29/2024	MAIN	1113 (A)	2445361	SOUTHERN GLAZER'S	021524 INV	609.0000.14500	59.00
		1113 (A)	2445358		021524 INV	609.0000.14500	116.96
		1113 (A)	2445360		021524 INV	609.0000.14500	52.50
		1113 (A)	2445356		021524 INV	609.0000.14500	598.40
		1113 (A)	2445355		021524 INV	609.0000.14500	323.85
		1113 (A)	2445357		021524 INV	609.0000.14500	22.50
		1113 (A)	2445362		021524 INV	609.0000.14500	170.91
		1113 (A)	2440290		020124 INV	609.0000.14500	3,211.11
		1113 (A)	2437857		012524 INV	609.0000.14500	675.00
		1113 (A)	2442749		020824 INV	609.0000.14500	224.91
		1113 (A)	2442750		020824 INV	609.0000.14500	841.36
		1113 (A)	2442751		020824 INV	609.0000.14500	610.00
		1113 (A)	2442753		020824 INV	609.0000.14500	22.50
		1113 (A)	2442754		020824 INV	609.0000.14500	440.00
		1113 (A)	2442755		020824 INV	609.0000.14500	144.00
		1113 (A)	2442893		020824 INV	609.0000.14500	251.25
		1113 (A)	2442894		020824 INV	609.0000.14500	610.00
		1113 (A)	2442730		020824 INV	609.0000.14500	62.94
		1113 (A)	2442731		020824 INV	609.0000.14500	62.94
		1113 (A)	2442734		020824 INV	609.0000.14500	3
		1113 (A)	2442735		020824 INV	609.0000.14500	1,0
		1113 (A)	2442736		020824 INV	609.0000.14500	3,665.25

73

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		1113 (A)	2442745		020824 INV	609.0000.14500	55.96
		1113 (A)	2442743		020824 INV	609.0000.14500	22.50
		1113 (A)	2442742		020824 INV	609.0000.14500	1,029.00
		1113 (A)	2442741		020824 INV	609.0000.14500	188.85
		1113 (A)	2442740		020824 INV	609.0000.14500	393.50
		1113 (A)	2242737		020824 INV	609.0000.14500	314.97
		1113 (A)	2442738		020824 INV	609.0000.14500	457.77
		1113 (A)	9564168		020224 INV	609.0000.14500	(560.00)
		1113 (A)	9565205		020924 INV	609.0000.14500	(434.55)
		1113 (A)	2445361		021524 INV	609.9791.42199	0.64
		1113 (A)	2445358		021524 INV	609.9791.42199	1.49
		1113 (A)	2445360		021524 INV	609.9791.42199	0.64
		1113 (A)	2445356		021524 INV	609.9791.42199	4.48
		1113 (A)	2445355		021524 INV	609.9791.42199	5.12
		1113 (A)	2445357		021524 INV	609.9791.42199	0.32
		1113 (A)	2445362		021524 INV	609.9791.42199	1.28
		1113 (A)	2442730		020824 INV	609.9791.42199	0.37
		1113 (A)	2442731		020824 INV	609.9791.42199	0.37
		1113 (A)	2442734		020824 INV	609.9791.42199	3.84
		1113 (A)	2442735		020824 INV	609.9791.42199	16.96
		1113 (A)	2442736		020824 INV	609.9791.42199	17.92
		1113 (A)	2442745		020824 INV	609.9791.42199	1.28
		1113 (A)	2442743		020824 INV	609.9791.42199	0.32
		1113 (A)	2442742		020824 INV	609.9791.42199	21.76
		1113 (A)	2442741		020824 INV	609.9791.42199	4.05
		1113 (A)	2442740		020824 INV	609.9791.42199	7.04
		1113 (A)	2242737		020824 INV	609.9791.42199	4.48
		1113 (A)	2442738		020824 INV	609.9791.42199	4.05
		1113 (A)	2440290		020124 INV	609.9792.42199	34.56
		1113 (A)	2442747		020824 DEL	609.9792.42199	2.56
		1113 (A)	2437857		012524 INV	609.9792.42199	10.24
		1113 (A)	2442749		020824 INV	609.9792.42199	1.28
		1113 (A)	2442750		020824 INV	609.9792.42199	14.08
		1113 (A)	2442751		020824 INV	609.9792.42199	14.08
		1113 (A)	2442753		020824 INV	609.9792.42199	0.32
		1113 (A)	2442754		020824 INV	609.9792.42199	6.40
		1113 (A)	2442755		020824 INV	609.9792.42199	1.28
		1113 (A)	2442893		020824 INV	609.9793.42199	2.56
		1113 (A)	2442894		020824 INV	609.9793.42199	14.08
							15,228.48
02/29/2024	MAIN	1114 (A)	0007657248	WALTERS RECYCLING & REFUSE	REFUSE & RECYCLING 0124	603.9510.42910	163,574

03/07/2024 12:46 PM
User: heathers
DB: Columbia Heights

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
CHECK DATE FROM 02/23/2024 - 03/07/2024

Page 5/26

Item 12.

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		1114 (A)	0007657248		REFUSE & RECYCLING 0124	603.9510.42920	51,243.14
		1114 (A)	0007657248		REFUSE & RECYCLING 0124	603.9510.42930	20,757.45
							235,531.36
02/29/2024	MAIN	198114	5625239	56 BREWING LLC	021224 INV	609.0000.14500	146.00
		198114	5625245		021224 INV	609.0000.14500	144.00
							290.00
02/29/2024	MAIN	198115	V0124-16	ADVANTAGE SIGNS & GRAPHICS	CITY HALL VOTING SIGN	101.1410.42030	107.50
		198115	V0124-196		CURBSIDE ELECTION VOTING SIGNS	101.1410.42030	430.90
		198115	V0124-102		CITY HALL DEDICATION PLAQUE	411.9999.43050.1911	764.99
							1,303.39
02/29/2024	MAIN	198116	18418	AM CRAFT SPIRITS SALES& MRK	020924 INV	609.0000.14500	105.00
		198116	18418		020924 INV	609.9791.42199	3.00
							108.00
02/29/2024	MAIN	198117	3562841422	AMERICAN BOTTLING COMPANY	020524 INV	609.0000.14500	396.00
		198117	3562841426		020524 INV	609.0000.14500	214.23
							610.23
02/29/2024	MAIN	198118	ES-00015109	ANOKA COUNTY - ES	POOL LICENSE-RAMSEDELL 2024	101.5200.44390	300.00
		198118	ES-00015111		POOL LICENSE-MCKENNA 2024	101.5200.44390	300.00
							600.00
02/29/2024	MAIN	198119	2500407463	ARAMARK UNIFORM & CAREER API	022024 MOPS,MATS,TOWELS	609.9791.44020	130.53
		198119	2500409103		022224 MOPS,MATS,TOWELS	609.9792.44020	133.84
		198119	2500405212		021524 MOPS,MATS,TOWELS	609.9792.44020	133.84
		198119	2500409047		022224 MOPS,MATS,TOWELS	609.9793.44020	119.73
		198119	2500405155		021524 MOPS,MATS,TOWELS	609.9793.44020	119.73
							637.67
02/29/2024	MAIN	198120	327952	ASPEN MILLS, INC.	GLOVES	101.2100.42172	34.85
02/29/2024	MAIN	198121	BT2685023	BAKER TILLY COLLABORATIVE,	EXECUTIVE SEARCH SERVICES - CITY MA	101.1110.43050	8,085.00
		198121	BT2685024		EXECUTIVE SEARCH SERVICES - POLICE	101.1110.43050	2,685.00
							10,770.00
02/29/2024	MAIN	198122	276954	BARNA GUZY & STEFFEN LTD	COUNCIL MATTERS 0124	101.1610.43045	6,599.95
02/29/2024	MAIN	198123	4022	BARREL THEORY BEER COMPANY	021224 INV	609.0000.14500	210.00
		198123	4000		021224 INV	609.0000.14500	285.00

03/07/2024 12:46 PM
User: heathers
DB: Columbia Heights

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
CHECK DATE FROM 02/23/2024 - 03/07/2024

Page 6/26

Item 12.

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
02/29/2024	MAIN	198124	EQUIPINV 047892	BAYCOM INC	CRADLEPOINT S700	101.2100.42012	553.00
02/29/2024	MAIN	198125	E-13172	BERGMAN LEDGE LLC	020724 INV	609.0000.14500	196.00
02/29/2024	MAIN	198126	67-132424	BMJ CORPORATION	LIFT SUPPORTS	701.0000.14120	123.32
02/29/2024	MAIN	198127	204237	BOURGET IMPORTS LLC	021424 INV	609.0000.14500	392.00
		198127	204237		021424 INV	609.9791.42199	8.00
							400.00
02/29/2024	MAIN	198128	8474	BROKEN CLOCK BREWING COOP	021424 INV	609.0000.14500	124.00
02/29/2024	MAIN	198129	17450	CARLSON COMMUNITY SOLAR LLC	021624 SOLAR POWER	101.9200.43810	56.89
		198129	17450		021624 SOLAR POWER	602.9600.43810	34.21
		198129	17450		021624 SOLAR POWER	701.9950.43810	321.10
							412.20
02/29/2024	MAIN	198130	8000014661-5	CENTERPOINT ENERGY	021524 8000014661-5	101.1940.43830	1,818.74
		198130	8000014661-5		021524 8000014661-5	101.5129.43830	1,868.43
		198130	8000014661-5		021524 8000014661-5	101.5200.43830	1,259.83
		198130	8000014661-5		021524 8000014661-5	601.9600.43830	421.53
		198130	8000014661-5		021524 8000014661-5	609.9791.43830	1,384.08
		198130	8000014661-5		021524 8000014661-5	609.9792.43830	1,373.11
		198130	8000014661-5		021524 8000014661-5	609.9793.43830	245.65
		198130	8000014661-5		021524 8000014661-5	701.9950.43830	3,069.65
							11,441.02
02/29/2024	MAIN	198131	461537-00	CHAMBERLAIN OIL COMPANY INC	OIL, PURUS, WIPER BLADES	701.0000.14120	1,299.56
02/29/2024	MAIN	198132	02/23/2024	CHRIS KUNKLE	UB refund for account: 203-0205-00-601.0000.20120		175.13
		198132	02/23/2024		UB refund for account: 203-0205-00-602.0000.20120		203.94
							379.07
02/29/2024	MAIN	198133	4181159230	CINTAS INC	TOWELS, AIR FRESH 012424	101.2100.44000	25.00
		198133	4184055147		TOWELS, AIR FRESH 022124	101.2100.44020	25.00
		198133	4181159230		TOWELS, AIR FRESH 012424	101.2200.44000	25.00
		198133	4184055147		TOWELS, AIR FRESH 022124	101.2200.44020	25.00
		198133	4183554842		UNIFORM RENTAL 021524	701.9950.42172	31.99
		198133	4180717688		UNIFORM RENTAL 011824	701.9950.42172	31.99
							163.98
02/29/2024	MAIN	198134	1273903	COMPASS MINERALS AMERICA INC	DE-INCING SALT	101.3121.42161	33,090.15
02/29/2024	MAIN	198135	0051415	CONTINENTAL RESEARCH CORP	GRAFFITI B GONE, WASP-AWAY	101.5200.42161	1,9
02/29/2024	MAIN	198136	17451	CORNILLIE 2 COMMUNITY SOLAR	021624 SOLAR POWER	101.5129.43810	3

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
CHECK DATE FROM 02/23/2024 - 03/07/2024

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		198136	17451		021624 SOLAR POWER	604.9600.43810	13.83
							347.46
02/29/2024	MAIN	198137	503238	CRYSTAL SPRINGS ICE LLC	021224 INV	609.0000.14500	127.76
		198137	4008069		020824 INV	609.0000.14500	202.49
		198137	4008064		020924 INV	609.0000.14500	155.79
		198137	503238		021224 INV	609.9791.42199	4.00
		198137	4008069		020824 INV	609.9791.42199	4.00
		198137	4008064		020924 INV	609.9793.42199	4.00
							498.04
02/29/2024	MAIN	198138	IN-2684	DANGEROUS MAN BREWING CO LL	021424 INV	609.0000.14500	907.00
		198138	IN-2750		021624 INV	609.0000.14500	342.00
		198138	IN-2626		020624 INV	609.0000.14500	207.00
							1,456.00
02/29/2024	MAIN	198139	02/23/2024	DANIEL MASTAIN	UB refund for account: 209-0530-00-601.0000.20120		130.10
02/29/2024	MAIN	198140	9965	DENNIS ENVIRONMENTAL OPERAT	941 44TH & 3851-3853 CENTRAL ASBEST	408.6414.43050	16,150.00
02/29/2024	MAIN	198141	5462097	DISCOUNT STEEL INC	TUBE STEEL	701.0000.14120	450.36
		198141	5463405		SS STEEL, HEX SCREWS	701.0000.14120	89.72
		198141	5462965		CUTTING BLADES, LUBRICANT	701.9950.42171	210.69
							750.77
02/29/2024	MAIN	198142	0135280-IN	EARL F ANDERSEN INC	ADMIN ENTRY SIGNAGE-MS	101.3170.42171	137.15
02/29/2024	MAIN	198143	96726	EHLERS & ASSOCIATES INC	ARBITRAGE REPORTING SERVICES - 2013	345.7000.46210	3,000.00
		198143	96650		ABRITRAGE REPORTING SERVICES - 2018	393.7000.46210	1,000.00
							4,000.00
02/29/2024	MAIN	198144	2265	EMERALD ELEMENTS	020924 INV	609.0000.14500	279.00
02/29/2024	MAIN	198145	07311	EMERGE ENTERPRISES	PLASTIC RECYCLING 0124	603.9530.42920	630.00
02/29/2024	MAIN	198146	EE1143	ESS BROTHERS & SONS INC	TYPE C GRATE	604.9600.42160	602.00
02/29/2024	MAIN	198147	02/23/2024	EXECUTIVE TITLE	UB refund for account: 209-0350-00-432.0000.20120		1.09
		198147	02/23/2024		UB refund for account: 209-0350-00-433.0000.20120		1.08
		198147	02/23/2024		UB refund for account: 209-0350-00-601.0000.20120		22.12
		198147	02/23/2024		UB refund for account: 209-0350-00-602.0000.20120		17.24
		198147	02/23/2024		UB refund for account: 209-0350-00-603.0000.20120		14.64
		198147	02/23/2024		UB refund for account: 209-0350-00-604.0000.20120		9.76
02/29/2024	MAIN	198148	MNSPR193056	FASTENAL COMPANY	STI TAP, WASHERS, INSERT TOOL, BATT	701.9950.42171	111.60

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
02/29/2024	MAIN	198149	0525454	FERGUSON WATERWORKS INC	HYDRANT FLAG HINGES	601.9600.42010	2,697.10
02/29/2024	MAIN	198150	1724-1724143871	FIRST AMERICAN TITLE INS CO	CONSTRUCTION DRAW #17 ADMIN FEE	411.9999.43050.1911	500.00
02/29/2024	MAIN	198151	121758	FIRST STATE TIRE DISPOSAL	INTIRE RECYCLING	603.9540.43050	570.42
02/29/2024	MAIN	198152	114514159	FLEETPRIDE INC	FILTER	701.0000.14120	36.42
		198152	114268719		FILTERS	701.0000.14120	11.44
		198152	114617748		FILTERS	701.0000.14120	152.82
		198152	114596063		RTN FILTERS	701.0000.14120	(86.88)
							113.80
02/29/2024	MAIN	198153	1162948-00	GOODIN CO INC	TOILET STOP, CLOSET SPUD	101.5200.42171	98.13
02/29/2024	MAIN	198154	02/23/2024	GOPU SHRESTHA	UB refund for account: 106-0043-00-432.0000.20120		0.20
		198154	02/23/2024		UB refund for account: 106-0043-00-433.0000.20120		0.20
		198154	02/23/2024		UB refund for account: 106-0043-00-601.0000.20120		12.29
		198154	02/23/2024		UB refund for account: 106-0043-00-602.0000.20120		8.33
		198154	02/23/2024		UB refund for account: 106-0043-00-603.0000.20120		3.39
		198154	02/23/2024		UB refund for account: 106-0043-00-604.0000.20120		2.33
							26.74
02/29/2024	MAIN	198155	1415	GRABRIAN ACTUARIAL LLC	2024 ACTUARIAL STUDY - GASB 75	101.1510.43050	864.50
		198155	1415		2024 ACTUARIAL STUDY - GASB 75	201.2400.43050	136.50
		198155	1415		2024 ACTUARIAL STUDY - GASB 75	204.6314.43050	227.50
		198155	1415		2024 ACTUARIAL STUDY - GASB 75	225.9844.43050	182.00
		198155	1415		2024 ACTUARIAL STUDY - GASB 75	240.5500.43050	182.00
		198155	1415		2024 ACTUARIAL STUDY - GASB 75	415.6400.43050	591.50
		198155	1415		2024 ACTUARIAL STUDY - GASB 75	601.9690.43050	409.50
		198155	1415		2024 ACTUARIAL STUDY - GASB 75	602.9690.43050	409.50
		198155	1415		2024 ACTUARIAL STUDY - GASB 75	603.9520.43050	182.00
		198155	1415		2024 ACTUARIAL STUDY - GASB 75	603.9530.43050	182.00
		198155	1415		2024 ACTUARIAL STUDY - GASB 75	604.9690.43050	136.50
		198155	1415		2024 ACTUARIAL STUDY - GASB 75	609.9791.43050	273.00
		198155	1415		2024 ACTUARIAL STUDY - GASB 75	609.9792.43050	273.00
		198155	1415		2024 ACTUARIAL STUDY - GASB 75	609.9793.43050	273.00
		198155	1415		2024 ACTUARIAL STUDY - GASB 75	701.9950.43050	227.50
							4,550.00
02/29/2024	MAIN	198156	231743	GUARDIAN FLEET SAFETY, LLC	OUTFITTING SQUAD #8232	431.2100.45180	22,587.03
02/29/2024	MAIN	198157	81367-00	HANCO CORP.	O-RING STYLE BEAD SEATER	701.9950.42010	75.30
		198157	81602-00		O-RING STYLE BEAD SEATERS	701.9950.42171	

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
CHECK DATE FROM 02/23/2024 - 03/07/2024

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
02/29/2024	MAIN	198158	690004	HOHENSTEINS INC	021624 INV	609.0000.14500	5,611.65
		198158	688161		020924 INV	609.0000.14500	2,243.50
		198158	690068		021624INV	609.0000.14500	2,614.42
		198158	686203		020224 INV	609.0000.14500	3,477.85
		198158	690065		021624 INV	609.0000.14500	295.35
		198158	688162		020924 INV	609.0000.14500	4,084.90
							18,327.67
02/29/2024	MAIN	198159	6011505	HOME DEPOT #2802	TROWEL, BUCKETS, TAPE, BRUSHES	101.2100.42171	42.27
		198159	9612418		TOILET AUGER	705.9970.42010	59.00
							101.27
02/29/2024	MAIN	198160	S500012586	HORWITZ INC	REPLACE BOILER FAN	701.9950.44020	1,778.13
02/29/2024	MAIN	198161	11180	INSIGHT BREWING COMPANY, LL	020624 INV	609.0000.14500	1,120.00
		198161	11448		021324 INV	609.0000.14500	129.20
							1,249.20
02/29/2024	MAIN	198162	2313076-F	J. BECHER & ASSOC INC	ANTENNA WORK-JACKSON POND	604.9600.44000	1,869.16
02/29/2024	MAIN	198163	407807	JEFF BELZER'S ROSEVILLE AUT	(PUMP, HOSE	701.0000.14120	414.00
02/29/2024	MAIN	198164	179833	KENNEDY & GRAVEN	LEGAL SERVICES PROPERTY PURCHASES	408.6314.43050	219.00
		198164	179832		CL162-00062 HEARTLAND TIRE PURCHASE	609.9793.43050	13.50
							232.50
02/29/2024	MAIN	198165	39804	LOCKRIDGE GRINDAL NAUEN P.L	LOBBYIST SERVICES 0124	411.9999.43050.2111	3,333.33
		198165	42308		LOBBYIST SERVICES 0224	411.9999.43050.2111	3,333.33
							6,666.66
02/29/2024	MAIN	198166	93881	LOE'S OIL COMPANY INC	ANTI FREEZE & OIL FILTER DISPOSAL	701.9950.43050	76.25
02/29/2024	MAIN	198167	17774	LUCID BREWING LLC	020624 INV	609.0000.14500	139.00
02/29/2024	MAIN	198168	02/23/2024	LUIS SALAZAR CHIRIBOGA	UB refund for account: 109-0585-00-101.0000.20120		4.82
		198168	02/23/2024		UB refund for account: 109-0585-00-432.0000.20120		2.41
		198168	02/23/2024		UB refund for account: 109-0585-00-433.0000.20120		2.41
		198168	02/23/2024		UB refund for account: 109-0585-00-601.0000.20120		377.10
		198168	02/23/2024		UB refund for account: 109-0585-00-602.0000.20120		237.52
		198168	02/23/2024		UB refund for account: 109-0585-00-603.0000.20120		40.50
		198168	02/23/2024		UB refund for account: 109-0585-00-604.0000.20120		27.82
							692.58
02/29/2024	MAIN	198169	377167	M AMUNDSON CIGAR & CANDY CO	020924 INV	609.0000.14500	2,2
		198169	377164		020924 INV	609.0000.14500	2,7

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
CHECK DATE FROM 02/23/2024 - 03/07/2024

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		198169	377165		020924 INV	609.0000.14500	29.93
		198169	377166		020924 INV	609.0000.14500	4,353.16
							9,368.44
02/29/2024	MAIN	198170	INV12189617	MARCO, INC	MITEL 6940W IP TELEPHONES	720.9980.42011	1,250.86
02/29/2024	MAIN	198171	02/23/2024	MARGARET SCALISE	UB refund for account: 311-0660-00-	601.0000.20120	43.27
02/29/2024	MAIN	198172	2591	MARIE RIDGEWAY LICSW LLC	CHECK-INS & THERAPY SESSIONS 0124	101.2100.43050	1,490.00
02/29/2024	MAIN	198173	INV1172148	MAVERICK BEVERAGE COMPANY M	020824 INV	609.0000.14500	8,664.00
		198173	INV1169807		020624 INV	609.0000.14500	742.02
		198173	INV1172148		020824 INV	609.9791.42199	37.50
		198173	INV1169807		020624 INV	609.9791.42199	3.00
							9,446.52
02/29/2024	MAIN	198174	731772	MCDONALD DISTRIBUTING CO	020924 INV	609.0000.14500	1,168.05
02/29/2024	MAIN	198175	3843	MENARDS CASHWAY LUMBER-FRID	ISEALANT	101.3170.42171	12.96
		198175	3823		IMPACT SOCKET	601.9600.42171	7.98
		198175	2661		BLEACH, CLEANER, BATTIERIES	601.9600.42171	21.20
							42.14
02/29/2024	MAIN	198176	815915	MIDWAY FORD	SPRING, BUSHING, DAMPER	701.0000.14120	23.67
		198176	815375		FUEL CAP	701.0000.14120	10.66
		198176	816247		FILTERS	701.0000.14120	287.04
		198176	815419		TRAN PAN	701.0000.14120	45.10
							366.47
02/29/2024	MAIN	198177	176158	MINNEAPOLIS SAW CO INC	HANDS SAWS	101.5200.42171	89.93
		198177	175878		BATTERY REPAIR KIT	701.0000.14120	32.99
		198177	175995		NANO SAW BLADE	701.0000.14120	21.95
							144.87
02/29/2024	MAIN	198178	233602	MN DEPT OF NATURAL RESOURCE	REVIEW 2024 SAFE ROUTES TO SCHOOL	430.6323.43050.1807	90.00
02/29/2024	MAIN	198179	E-48315	MODIST BREWING CO LLC	021524 INV	609.0000.14500	247.00
02/29/2024	MAIN	198180	SWO018272-1	NUSS TRUCK & EQUIPMENT	REPROGRAM AUTO-IDLE SHUTDOWN	701.0000.14120	244.98
02/29/2024	MAIN	198181	02/23/2024	OLADIMEJI SULE	UB refund for account: 208-0045-00-	432.0000.20120	0.12
		198181	02/23/2024		UB refund for account: 208-0045-00-	433.0000.20120	0.12
		198181	02/23/2024		UB refund for account: 208-0045-00-	601.0000.20120	30.56
		198181	02/23/2024		UB refund for account: 208-0045-00-	602.0000.20120	19.59
		198181	02/23/2024		UB refund for account: 208-0045-00-	603.0000.20120	
		198181	02/23/2024		UB refund for account: 208-0045-00-	604.0000.20120	

03/07/2024 12:46 PM
User: heathers
DB: Columbia Heights

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
CHECK DATE FROM 02/23/2024 - 03/07/2024

Page 11/26

Item 12.

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
							55.88
02/29/2024	MAIN	198182	227917	PAUSTIS & SONS WINE COMPANY	020824 INV	609.0000.14500	406.00
		198182	227916		020824 INV	609.0000.14500	1,322.50
		198182	227916		020824 INV	609.9791.42199	19.50
		198182	227917		020824 INV	609.9792.42199	10.00
							1,758.00
02/29/2024	MAIN	198183	319926360	PREMIUM WATERS INC	021224 WATER	609.9791.42171	14.58
		198183	319943526		022324 WATER	609.9792.42171	14.58
							29.16
02/29/2024	MAIN	198184	W-69872	PRYES BREWING COMPANY LLC	021624 INV	609.0000.14500	19.00
		198184	W-69687		021324 INV	609.0000.14500	342.00
							361.00
02/29/2024	MAIN	198185	2015570181	RED BULL DISTRIBUTION CO INC	020724 INV	609.0000.14500	277.40
02/29/2024	MAIN	198186	188786	ROSEDALE CHEV	SPARK PLUGS	701.0000.14120	66.96
02/29/2024	MAIN	198187	030124	ROSS NESBIT AGENCIES, INC	INSURANCE SERVICE 0324	884.0000.15510	1,000.00
02/29/2024	MAIN	198188	2024-549330	SAVE ON EVERYTHING INC	1/4 PAGE AD MARCH 2024	609.9791.43420	258.50
		198188	2024-549330		1/4 PAGE AD MARCH 2024	609.9792.43420	203.50
		198188	2024-549330		1/4 PAGE AD MARCH 2024	609.9793.43420	88.00
							550.00
02/29/2024	MAIN	198189	4659-6	SHERWIN WILLIAMS	PRO-PERFECT WIPERS, PAINT MIXER	101.2100.42171	30.74
02/29/2024	MAIN	198190	BP003	SHOREVIEW HUNKS LLC	BULK, APPLIANCES, CHIRSTMAS TREES,	603.9510.42910	4,030.00
		198190	BP003		BULK, APPLIANCES, CHIRSTMAS TREES,	603.9510.42920	1,230.00
		198190	BP003		BULK, APPLIANCES, CHIRSTMAS TREES,	603.9510.42930	65.00
		198190	BP003		BULK, APPLIANCES, CHIRSTMAS TREES,	603.9540.43050	65.00
							5,390.00
02/29/2024	MAIN	198191	MN74122	SMALL LOT MN	020824 INV	609.0000.14500	423.96
		198191	MN74122		020824 INV	609.9791.42199	5.00
							428.96
02/29/2024	MAIN	198192	W-218471	SP3 LLC	020724 INV	609.0000.14500	227.00
02/29/2024	MAIN	198193	H0318950N	SPOK INC	020124 0318950-3	601.9600.43250	23.60
		198193	H0318950N		020124 0318950-3	602.9600.43250	23.60

81

03/07/2024 12:46 PM
User: heathers
DB: Columbia Heights

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
CHECK DATE FROM 02/23/2024 - 03/07/2024

Page 12/26

Item 12.

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
02/29/2024	MAIN	198194	54000	STEEL TOE BREWING LLC	021224 INV	609.0000.14500	215.00
		198194	53897		020524 INV	609.0000.14500	105.00
							320.00
02/29/2024	MAIN	198195	02/23/2024	STEPHEN GRAHAM	UB refund for account: 317-0555-00-601.0000.20120		417.99
02/29/2024	MAIN	198196	063886	STEPP MANUFACTURING CO., INC	POT HOLE PATCHER	431.3121.45180	108,954.00
02/29/2024	MAIN	198197	I1683071	STREICHER'S GUN'S INC/DON	30 RND .223 MAGPUL MAGS	101.2100.42171	324.80
		198197	I1682250		SURVEILLANCE EARPIECES	101.2100.42171	78.98
							403.78
02/29/2024	MAIN	198198	02/23/2024	TITLE SPECIALISTS INC	UB refund for account: 202-0440-00-432.0000.20120		2.76
		198198	02/23/2024		UB refund for account: 202-0440-00-433.0000.20120		2.75
		198198	02/23/2024		UB refund for account: 202-0440-00-601.0000.20120		65.41
		198198	02/23/2024		UB refund for account: 202-0440-00-602.0000.20120		50.94
		198198	02/23/2024		UB refund for account: 202-0440-00-603.0000.20120		42.18
		198198	02/23/2024		UB refund for account: 202-0440-00-604.0000.20120		28.70
							192.74
02/29/2024	MAIN	198199	20130	TWIN CITY WATER CLINIC INC	COLIFORM TESTING 0124	601.9600.43050	220.00
02/29/2024	MAIN	198200	5772	VENN BREWING COMPANY	021324 INV	609.0000.14500	277.00
		198200	5781		021424 INV	609.0000.14500	122.00
							399.00
02/29/2024	MAIN	198201	9955572578	VERIZON WIRELESS	020124 542000689-00001	101.2100.43211	2,116.24
		198201	9955572578		020124 542000689-00001	101.2200.43211	302.43
		198201	9955572578		020124 542000689-00001	101.5000.43211	41.24
							2,459.91
02/29/2024	MAIN	198202	9956397951	VERIZON WIRELESS	021024 742128747-00001	101.2100.43250	886.14
02/29/2024	MAIN	198203	9955537403	VERIZON WIRELESS	020124 342019817-00001	101.1940.43211	41.24
		198203	9955537403		020124 342019817-00001	101.3100.43211	119.70
		198203	9955537403		020124 342019817-00001	101.3121.43211	154.57
		198203	9955537403		020124 342019817-00001	101.5200.43211	154.58
		198203	9955537403		020124 342019817-00001	101.6102.43211	41.24
		198203	9955537403		020124 342019817-00001	601.9600.43211	304.37
		198203	9955537403		020124 342019817-00001	602.9600.43211	304.38
		198203	9955537403		020124 342019817-00001	603.9520.43211	20.62
		198203	9955537403		020124 342019817-00001	603.9530.43211	20.62
		198203	9955537403		020124 342019817-00001	604.9600.43211	
		198203	9955537403		020124 342019817-00001	701.9950.43211	
		198203	9955537403		020124 342019817-00001	705.9970.43211	41.24

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
							1,294.46
02/29/2024	MAIN	198204	0345653-IN	VINOCOPIA INC	020724 INV	609.0000.14500	396.00
		198204	0345655-IN		020724 INV	609.0000.14500	1,861.75
		198204	0345655-IN		020724 INV	609.9791.42199	30.00
		198204	0345653-IN		020724 INV	609.9792.42199	24.00
		2,311.75					
02/29/2024	MAIN	198205	02202024-CH	VIRIDI INVESTMENTS LLC	022024 SOLAR POWER	609.9791.43810	250.94
02/29/2024	MAIN	198206	0000206-4651-9	WASTE MANAGEMENT OF WI-MN IIYARD WASTE 011124-012424		603.9510.42930	560.00
02/29/2024	MAIN	198207	2504430681	WHOLESALE TRUCK-TRLR PRTS :FILTERS		701.0000.14120	14.18
		198207	2504429717		FILTERS	701.0000.14120	9.44
							23.62
03/07/2024	MAIN	1115 (A)	3655294	ARTISAN BEER COMPANY	012324 INV	609.0000.14500	1,157.00
		1115 (A)	3658000		020224 INV	609.0000.14500	36.90
		1115 (A)	3657999		020224 INV	609.0000.14500	369.85
		1115 (A)	3658001		020224 INV	609.0000.14500	825.75
		1115 (A)	3661037		021624 INV	609.0000.14500	440.20
		1115 (A)	3659515		020924 INV	609.0000.14500	106.15
		1115 (A)	3659514		020924 INV	609.0000.14500	2,394.20
		1115 (A)	3659864		021324 INV	609.0000.14500	671.70
		1115 (A)	3659865		021324 INV	609.0000.14500	720.00
							6,721.75
03/07/2024	MAIN	1116 (A)	0108024000	BELLBOY BAR SUPPLY	022124 INV	609.0000.14500	73.00
		1116 (A)	0107996900		021424 INV	609.0000.14500	199.89
		1116 (A)	0108024000		022124 INV	609.9791.42171	105.50
		1116 (A)	0107996900		021424 INV	609.9792.42171	171.45
							549.84
03/07/2024	MAIN	1117 (A)	0202597700	BELLBOY CORPORATION	021424 INV	609.0000.14500	1,599.40
		1117 (A)	0202597700		021424 INV	609.9792.42199	16.00
							1,615.40
03/07/2024	MAIN	1118 (A)	100942685	BLUE CLOUD DISTRIBUTION OF	022124 INV	609.0000.14500	508.25
		1118 (A)	100942686		022124 INV	609.0000.14500	508.25
							1,016.50
03/07/2024	MAIN	1119 (A)	114426633	BREAKTHRU BEVERAGE MN W&S LI	021624 INV 700297717	609.0000.14500	228.56
		1119 (A)	114426632		021624 INV 700297717	609.0000.14500	5
		1119 (A)	114426741		021624 INV 700297736	609.0000.14500	272.78

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		1119 (A)	114426746		021624 INV 700297782	609.0000.14500	1,509.47
		1119 (A)	114426634		021624 INV 700297717	609.0000.14500	544.22
		1119 (A)	114426740		021624 INV 700297736	609.0000.14500	200.00
		1119 (A)	114426739		021624 INV 700297736	609.0000.14500	1,128.15
		1119 (A)	114426638		021624 INV 700297736	609.0000.14500	227.50
		1119 (A)	114426742		021624 INV 700297736	609.0000.14500	1,600.00
		1119 (A)	114426637		021624 INV 700297717	609.0000.14500	782.40
		1119 (A)	114426635		021624 INV 700297717	609.0000.14500	200.00
		1119 (A)	114426745		021624 INV 700297782	609.0000.14500	136.38
		1119 (A)	114426633		021624 INV 700297717	609.9791.42199	5.75
		1119 (A)	114426632		021624 INV 700297717	609.9791.42199	4.60
		1119 (A)	114426634		021624 INV 700297717	609.9791.42199	1.35
		1119 (A)	114426637		021624 INV 700297717	609.9791.42199	4.60
		1119 (A)	114426635		021624 INV 700297717	609.9791.42199	2.30
		1119 (A)	114426741		021624 INV 700297736	609.9792.42199	11.50
		1119 (A)	114426740		021624 INV 700297736	609.9792.42199	2.30
		1119 (A)	114426739		021624 INV 700297736	609.9792.42199	5.75
		1119 (A)	114426638		021624 INV 700297736	609.9792.42199	2.30
		1119 (A)	114426742		021624 INV 700297736	609.9792.42199	34.50
		1119 (A)	114426746		021624 INV 700297782	609.9793.42199	29.90
		1119 (A)	114426745		021624 INV 700297782	609.9793.42199	6.90
							7,479.19
03/07/2024	MAIN	1120 (A)	2948396	CAPITOL BEVERAGE SALES LP	021924 INV	609.0000.14500	1,032.70
		1120 (A)	2949979		022124 INV	609.0000.14500	9,100.85
		1120 (A)	2950548		022224 INV	609.0000.14500	1,534.10
							11,667.65
03/07/2024	MAIN	1121 (A)	DRAW #18	FIRST AMERICAN TITLE INS CO CITY HALL BUILDOUT		411.0000.20610	33,114.37
		1121 (A)	DRAW #18		CITY HALL BUILDOUT	411.9999.45120.1911	4,000.00
							37,114.37
03/07/2024	MAIN	1122 (A)	014324	FIRST CHOICE COFFEE SERVICE EQUIPMENT RENTAL 0124		101.1940.42175	125.00
		1122 (A)	015866		EQUIPMENT RENTAL 0224	101.1940.42175	125.00
		1122 (A)	016373		COFFEE SUPPLIES CH 022224	101.1940.42175	180.95
							430.95
03/07/2024	MAIN	1123 (A)	2471065	JOHNSON BROTHERS LIQUOR CO.	012524 INV	609.0000.14500	2,119.50
		1123 (A)	2471059		012524 INV	609.0000.14500	1,344.00
		1123 (A)	2471061		012524 INV	609.0000.14500	1,410.00
		1123 (A)	2471058		012524 INV	609.0000.14500	1,668.00
		1123 (A)	2471057		012524 INV	609.0000.14500	1,668.00
		1123 (A)	2470069		012324 INV	609.0000.14500	256.00

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		1123 (A)	2471052		012524 INV	609.0000.14500	414.00
		1123 (A)	2470068		012324 INV	609.0000.14500	80.00
		1123 (A)	2470066		012324 INV	609.0000.14500	84.95
		1123 (A)	2470065		012324 INV	609.0000.14500	1,170.00
		1123 (A)	2470064		012324 INV	609.0000.14500	1,777.79
		1123 (A)	2470059		012324 INV	609.0000.14500	32.00
		1123 (A)	2472101		012624 INV	609.0000.14500	221.00
		1123 (A)	2472100		012624 INV	609.0000.14500	120.00
		1123 (A)	2472099		012624 INV	609.0000.14500	404.00
		1123 (A)	2472098		012624 INV	609.0000.14500	80.00
		1123 (A)	2472097		012624 INV	609.0000.14500	453.00
		1123 (A)	2474410		013024 INV	609.0000.14500	376.00
		1123 (A)	2474409		013024 INV	609.0000.14500	40.00
		1123 (A)	2475554		020124 INV	609.0000.14500	216.27
		1123 (A)	2475555		020124 INV	609.0000.14500	676.00
		1123 (A)	2475567		020124 INV	609.0000.14500	396.00
		1123 (A)	2476517		020224 INV	609.0000.14500	400.00
		1123 (A)	2475561		020124 INV	609.0000.14500	110.00
		1123 (A)	2475557		020124 INV	609.0000.14500	240.00
		1123 (A)	2475562		020124 INV	609.0000.14500	528.46
		1123 (A)	2475559		020124 INV	609.0000.14500	192.00
		1123 (A)	2463753		011224 INV	609.0000.14500	538.20
		1123 (A)	2475560		020124 INV	609.0000.14500	556.20
		1123 (A)	2474412		013124 INV	609.0000.14500	3,799.07
		1123 (A)	2474413		013120 INV	609.0000.14500	817.50
		1123 (A)	2475551		020124 INV	609.0000.14500	404.25
		1123 (A)	2475565		020124 INV	609.0000.14500	1,136.50
		1123 (A)	2462815		011124 INV	609.0000.14500	696.00
		1123 (A)	2475556		020124 INV	609.0000.14500	360.00
		1123 (A)	2475558		020124 INV	609.0000.14500	48.00
		1123 (A)	2475553		020124 INV	609.0000.14500	520.00
		1123 (A)	2474411		013124 INV	609.0000.14500	5,237.20
		1123 (A)	2476515		020224 INV	609.0000.14500	400.00
		1123 (A)	2476516		020224 INV	609.0000.14500	202.50
		1123 (A)	2482982		021324 INV	609.0000.14500	2,001.42
		1123 (A)	2482985		021324 INV	609.0000.14500	136.55
		1123 (A)	2482990		021324 INV	609.0000.14500	675.00
		1123 (A)	2482991		021324 INV	609.0000.14500	359.85
		1123 (A)	2482989		021324 INV	609.0000.14500	204.00
		1123 (A)	2482986		021324 INV	609.0000.14500	80.00
		1123 (A)	2479725		020824 INV	609.0000.14500	4
		1123 (A)	2482988		021324 INV	609.0000.14500	5

03/07/2024 12:46 PM
User: heathers
DB: Columbia Heights

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
CHECK DATE FROM 02/23/2024 - 03/07/2024

Page 16/26

Item 12.

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		1123 (A)	2482987		021324 INV	609.0000.14500	45.05
		1123 (A)	2482981		021324 INV	609.0000.14500	1,554.00
		1123 (A)	2478704		020724 INV	609.0000.14500	103.68
		1123 (A)	2478703		020724 INV	609.0000.14500	76.50
		1123 (A)	2478700		020724 INV	609.0000.14500	7,764.65
		1123 (A)	2479726		020824 INV	609.0000.14500	316.75
		1123 (A)	2480739		020924 INV	609.0000.14500	949.50
		1123 (A)	2480743		020924 INV	609.0000.14500	107.50
		1123 (A)	2480744		020924 INV	609.0000.14500	36.40
		1123 (A)	2480735		020924 INV	609.0000.14500	2,224.00
		1123 (A)	2480740		020924 INV	609.0000.14500	48.00
		1123 (A)	2480738		020924 INV	609.0000.14500	2,660.00
		1123 (A)	2471062		012524 INV	609.0000.14500	1,266.10
		1123 (A)	2480745		020924 INV	609.0000.14500	372.15
		1123 (A)	2478707		020724 INV	609.0000.14500	530.00
		1123 (A)	284718		012624 INV	609.0000.14500	(6.17)
		1123 (A)	286914		021424 INV	609.0000.14500	(19.55)
		1123 (A)	2475550		020124 DEL	609.9791.42199	1.40
		1123 (A)	2475551		020124 INV	609.9791.42199	5.60
		1123 (A)	2475565		020124 INV	609.9791.42199	29.40
		1123 (A)	2462815		011124 INV	609.9791.42199	7.00
		1123 (A)	2475563		020124 DEL	609.9791.42199	1.40
		1123 (A)	2475556		020124 INV	609.9791.42199	14.00
		1123 (A)	2475558		020124 INV	609.9791.42199	1.40
		1123 (A)	2475553		020124 INV	609.9791.42199	14.70
		1123 (A)	2474411		013124 INV	609.9791.42199	30.80
		1123 (A)	2476515		020224 INV	609.9791.42199	7.37
		1123 (A)	2476516		020224 INV	609.9791.42199	3.15
		1123 (A)	2482982		021324 INV	609.9791.42199	14.01
		1123 (A)	2482985		021324 INV	609.9791.42199	0.24
		1123 (A)	2482990		021324 INV	609.9791.42199	4.90
		1123 (A)	2482991		021324 INV	609.9791.42199	4.20
		1123 (A)	2482989		021324 INV	609.9791.42199	4.20
		1123 (A)	2479725		020824 INV	609.9791.42199	8.41
		1123 (A)	2478704		020724 INV	609.9791.42199	2.80
		1123 (A)	2478703		020724 INV	609.9791.42199	1.40
		1123 (A)	2478700		020724 INV	609.9791.42199	68.60
		1123 (A)	2479726		020824 INV	609.9791.42199	9.80
		1123 (A)	2480739		020924 INV	609.9791.42199	12.60
		1123 (A)	2480743		020924 INV	609.9791.42199	1.40
		1123 (A)	2480744		020924 INV	609.9791.42199	
		1123 (A)	2480735		020924 INV	609.9791.42199	

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
CHECK DATE FROM 02/23/2024 - 03/07/2024

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		1123 (A)	2480740		020924 INV	609.9791.42199	2.80
		1123 (A)	2480738		020924 INV	609.9791.42199	35.01
		1123 (A)	2471062		012524 INV	609.9791.42199	15.40
		1123 (A)	2480745		020924 INV	609.9791.42199	4.20
		1123 (A)	2471065		012524 INV	609.9792.42199	18.20
		1123 (A)	2471059		012524 INV	609.9792.42199	18.20
		1123 (A)	2471061		012524 INV	609.9792.42199	36.40
		1123 (A)	2471058		012524 INV	609.9792.42199	1.40
		1123 (A)	2471057		012524 INV	609.9792.42199	2.80
		1123 (A)	2470069		012324 INV	609.9792.42199	7.00
		1123 (A)	2471052		012524 INV	609.9792.42199	5.60
		1123 (A)	2470068		012324 INV	609.9792.42199	1.40
		1123 (A)	2470066		012324 INV	609.9792.42199	1.07
		1123 (A)	2470065		012324 INV	609.9792.42199	16.80
		1123 (A)	2470064		012324 INV	609.9792.42199	16.80
		1123 (A)	2470059		012324 INV	609.9792.42199	1.40
		1123 (A)	2475554		020124 INV	609.9792.42199	5.60
		1123 (A)	2475555		020124 INV	609.9792.42199	18.90
		1123 (A)	2475567		020124 INV	609.9792.42199	2.80
		1123 (A)	2476517		020224 INV	609.9792.42199	10.53
		1123 (A)	2475561		020124 INV	609.9792.42199	1.40
		1123 (A)	2475557		020124 INV	609.9792.42199	9.80
		1123 (A)	2475562		020124 INV	609.9792.42199	14.00
		1123 (A)	2475564		020124 DEL	609.9792.42199	1.40
		1123 (A)	2475559		020124 INV	609.9792.42199	5.60
		1123 (A)	2463753		011224 INV	609.9792.42199	2.80
		1123 (A)	2475560		020124 INV	609.9792.42199	4.20
		1123 (A)	2474412		013124 INV	609.9792.42199	26.60
		1123 (A)	2474413		013120 INV	609.9792.42199	14.00
		1123 (A)	2472101		012624 INV	609.9793.42199	5.60
		1123 (A)	2472100		012624 INV	609.9793.42199	1.40
		1123 (A)	2472099		012624 INV	609.9793.42199	15.40
		1123 (A)	2472098		012624 INV	609.9793.42199	1.40
		1123 (A)	2472097		012624 INV	609.9793.42199	7.01
		1123 (A)	2474410		013024 INV	609.9793.42199	7.07
		1123 (A)	2474409		013024 INV	609.9793.42199	3.40
		1123 (A)	2482986		021324 INV	609.9793.42199	2.80
		1123 (A)	2482988		021324 INV	609.9793.42199	9.82
		1123 (A)	2482987		021324 INV	609.9793.42199	1.40
		1123 (A)	2482981		021324 INV	609.9793.42199	18.22
		1123 (A)	2478707		020724 INV	609.9793.42199	

03/07/2024 12:46 PM
User: heathers
DB: Columbia Heights

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
CHECK DATE FROM 02/23/2024 - 03/07/2024

Page 18/26

Item 12.

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
03/07/2024	MAIN	1124 (A)	0001169388	METROPOLITAN COUNCIL WASTEW	APRIL 2024 WASTEWATER	602.9480.42900	122,362.06
03/07/2024	MAIN	1125 (A)	6728469	PHILLIPS WINE & SPIRITS INC	012524 INV	609.0000.14500	1,760.00
		1125 (A)	6728470		012524 INV	609.0000.14500	171.75
		1125 (A)	6728471		012524 INV	609.0000.14500	845.55
		1125 (A)	6731985		020124 INV	609.0000.14500	336.00
		1125 (A)	6731979		020124 INV	609.0000.14500	440.00
		1125 (A)	6731980		020124 INV	609.0000.14500	164.00
		1125 (A)	6731982		020124 INV	609.0000.14500	99.25
		1125 (A)	6731981		020124 INV	609.0000.14500	134.96
		1125 (A)	6731983		020124 INV	609.0000.14500	211.50
		1125 (A)	6731984		020124 INV	609.0000.14500	352.00
		1125 (A)	6731986		020124 INV	609.0000.14500	76.00
		1125 (A)	6736173		020924 INV	609.0000.14500	544.30
		1125 (A)	6736175		020924 INV	609.0000.14500	140.00
		1125 (A)	6736176		020924 INV	609.0000.14500	1,216.80
		1125 (A)	6736177		020924 INV	609.0000.14500	260.91
		1125 (A)	6736172		020924 INV	609.0000.14500	580.30
		1125 (A)	6736169		020924 INV	609.0000.14500	107.50
		1125 (A)	6736174		020924 INV	609.0000.14500	660.00
		1125 (A)	6736171		020924 INV	609.0000.14500	125.91
		1125 (A)	6736170		020924 INV	609.0000.14500	339.00
		1125 (A)	6739608		021624 INV	609.0000.14500	1,515.20
		1125 (A)	6739603		021624 INV	609.0000.14500	616.00
		1125 (A)	6739607		021624 INV	609.0000.14500	815.30
		1125 (A)	6739606		021624 INV	609.0000.14500	82.73
		1125 (A)	6739605		021624 INV	609.0000.14500	290.55
		1125 (A)	6739604		021624 INV	609.0000.14500	88.08
		1125 (A)	6741300		022024 INV	609.0000.14500	76.70
		1125 (A)	6739602		021624 INV	609.0000.14500	172.70
		1125 (A)	6731977		020124 DEL	609.9791.42199	9.80
		1125 (A)	6731985		020124 INV	609.9791.42199	4.92
		1125 (A)	6731983		020124 INV	609.9791.42199	1.40
		1125 (A)	6731984		020124 INV	609.9791.42199	16.80
		1125 (A)	6731986		020124 INV	609.9791.42199	1.40
		1125 (A)	6736173		020924 INV	609.9791.42199	7.70
		1125 (A)	6736175		020924 INV	609.9791.42199	7.00
		1125 (A)	6736176		020924 INV	609.9791.42199	7.00
		1125 (A)	6736177		020924 INV	609.9791.42199	2.80
		1125 (A)	6736172		020924 INV	609.9791.42199	8.40
		1125 (A)	6736169		020924 INV	609.9791.42199	1.40
		1125 (A)	6736174		020924 INV	609.9791.42199	
		1125 (A)	6739608		021624 INV	609.9791.42199	

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		1125 (A)	6739609		021624 DEL	609.9791.42199	2.80
		1125 (A)	6739603		021624 INV	609.9791.42199	19.60
		1125 (A)	6739607		021624 INV	609.9791.42199	12.60
		1125 (A)	6739606		021624 INV	609.9791.42199	1.40
		1125 (A)	6739605		021624 INV	609.9791.42199	7.00
		1125 (A)	6739604		021624 INV	609.9791.42199	2.80
		1125 (A)	6728469		012524 INV	609.9792.42199	56.00
		1125 (A)	6728470		012524 INV	609.9792.42199	2.80
		1125 (A)	6728471		012524 INV	609.9792.42199	11.20
		1125 (A)	6731979		020124 INV	609.9792.42199	14.00
		1125 (A)	6731980		020124 INV	609.9792.42199	2.80
		1125 (A)	6731978		020124 DEL	609.9792.42199	0.70
		1125 (A)	6731982		020124 INV	609.9792.42199	1.40
		1125 (A)	6731981		020124 INV	609.9792.42199	1.40
		1125 (A)	6736171		020924 INV	609.9792.42199	1.40
		1125 (A)	6736170		020924 INV	609.9792.42199	18.20
		1125 (A)	6739602		021624 INV	609.9792.42199	2.80
		1125 (A)	6741300		022024 INV	609.9793.42199	10.50
							12,497.41
03/07/2024	MAIN	1126 (A)	2320006262	POMP'S TIRE SERVICE INC	TIRES	701.0000.14120	2,600.14
03/07/2024	MAIN	1127 (A)	2435448	SOUTHERN GLAZER'S	011824 INV	609.0000.14500	1,010.88
		1127 (A)	2435440		011824 INV	609.0000.14500	1,704.41
		1127 (A)	2448001		022224 INV	609.0000.14500	477.65
		1127 (A)	2445369		021524 INV	609.0000.14500	999.67
		1127 (A)	2437849		012524 INV	609.0000.14500	1,156.83
		1127 (A)	2442733		020824 INV	609.0000.14500	434.80
		1127 (A)	2445364		021524 INV	609.0000.14500	404.88
		1127 (A)	2442756		020824 INV	609.0000.14500	494.65
		1127 (A)	2445368		021524 INV	609.0000.14500	37.00
		1127 (A)	2445371		021524 INV	609.0000.14500	2,466.00
		1127 (A)	2445367		021524 INV	609.0000.14500	598.40
		1127 (A)	2435448		011824 INV	609.9791.42199	16.64
		1127 (A)	2435440		011824 INV	609.9791.42199	12.80
		1127 (A)	2437849		012524 INV	609.9791.42199	16.64
		1127 (A)	2442733		020824 INV	609.9791.42199	6.40
		1127 (A)	2440285		020124 DEL	609.9791.42199	5.76
		1127 (A)	2445369		021524 INV	609.9792.42199	23.36
		1127 (A)	2445366		021524 DEL	609.9792.42199	1.28
		1127 (A)	2445364		021524 INV	609.9792.42199	5.12
		1127 (A)	2442756		020824 INV	609.9792.42199	
		1127 (A)	2445363		021524 DEL	609.9792.42199	

03/07/2024 12:46 PM
User: heathers
DB: Columbia Heights

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
CHECK DATE FROM 02/23/2024 - 03/07/2024

Page 20/26

Item 12.

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		1127 (A)	2445368		021524 INV	609.9792.42199	1.28
		1127 (A)	2445371		021524 INV	609.9792.42199	23.04
		1127 (A)	2445367		021524 INV	609.9792.42199	4.48
		1127 (A)	2448001		022224 INV	609.9793.42199	8.96
							9,918.61
03/07/2024	MAIN	1128 (A)	7459616	WINE MERCHANTS	012524 INV	609.0000.14500	530.00
		1128 (A)	7460425		020124 INV	609.0000.14500	890.00
		1128 (A)	7460214		013124 INV	609.0000.14500	192.00
		1128 (A)	7460426		020124 INV	609.0000.14500	100.00
		1128 (A)	7462056		021524 INV	609.0000.14500	856.00
		1128 (A)	7462057		021524 INV	609.0000.14500	100.00
		1128 (A)	7460425		020124 INV	609.9791.42199	14.24
		1128 (A)	7460214		013124 INV	609.9791.42199	2.80
		1128 (A)	7460426		020124 INV	609.9791.42199	5.60
		1128 (A)	7462056		021524 INV	609.9791.42199	12.60
		1128 (A)	7462057		021524 INV	609.9791.42199	7.00
		1128 (A)	7459616		012524 INV	609.9792.42199	11.20
							2,721.44
03/07/2024	MAIN	198208	3862460	ADAM'S PEST CONTROL, INC	PEST CONTROL JPM 0224	101.5129.43050	90.00
		198208	3862461		PEST CONTROL LIB 0224	240.5500.44020	90.00
							180.00
03/07/2024	MAIN	198209	022324	ALFERNES/DONNA M	TOTAL BODY CONDITIONING 013124-0221	101.5001.43050	432.00
03/07/2024	MAIN	198210	264763	ALTEMP MECHANICAL, INC.	ICE MACHINE CLEANING 022024	101.5129.44020	375.00
03/07/2024	MAIN	198211	3575736686	AMERICAN BOTTLING COMPANY	022324 INV	609.0000.14500	264.82
03/07/2024	MAIN	198212	B240214G	ANOKA COUNTY	BROADBAND CONN 0224	101.2100.43250	37.50
		198212	B240214G		BROADBAND CONN 0224	101.2200.43250	37.50
		198212	B240214G		BROADBAND CONN 0224	101.3100.43250	18.75
		198212	B240214G		BROADBAND CONN 0224	101.3121.43250	3.75
		198212	B240214G		BROADBAND CONN 0224	101.5200.43250	3.75
		198212	B240214G		BROADBAND CONN 0224	601.9600.43250	3.75
		198212	B240214G		BROADBAND CONN 0224	602.9600.43250	3.75
		198212	B240214G		BROADBAND CONN 0224	701.9950.43250	3.75
							112.50
03/07/2024	MAIN	198213	1722	ANOKA COUNTY LIBRARY	0124 CATALOGING	240.5500.43050	39.68
		198213	1723		0124 DISC CLEANING	240.5500.43050	19.00
		198213	1721		0124 NOTICES	240.5500.43050	100.00

90

03/07/2024 12:46 PM
User: heathers
DB: Columbia Heights

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
CHECK DATE FROM 02/23/2024 - 03/07/2024

Page 21/26

Item 12.

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
03/07/2024	MAIN	198214	ELEC022724A	ANOKA COUNTY TREASURER	SPECIAL ELECTION BALLOTS & JUDGES	0101.1410.43050	1,806.55
		198214	ES-00015678		HAZ WASTE GENERATOR LICENSE	701.9950.44390	100.00
							1,906.55
03/07/2024	MAIN	198215	233510	ASSURED SECURITY INC	REPAIR MAIN ENTRY DOOR TV1	609.9791.44020	196.00
03/07/2024	MAIN	198216	2038107674	BAKER & TAYLOR	BOOK ORDER	240.5500.42180	10.17
		198216	2038098582		BOOK ORDER	240.5500.42180	172.51
		198216	2038106703		BOOK ORDER	240.5500.42180	399.40
		198216	2038111041		BOOK ORDER	240.5500.42180	745.61
		198216	2038096260		BOOK ORDER	240.5500.42180	937.26
							2,264.95
03/07/2024	MAIN	198217	4071	BARREL THEORY BEER COMPANY	021924 INV	609.0000.14500	242.00
03/07/2024	MAIN	198218	E-13376	BERGMAN LEDGE LLC	022224 INV	609.0000.14500	291.00
03/07/2024	MAIN	198219	23906	CENTER FOR ENERGY & ENVIRON	HOMES ENERGY AUDIT 1023-1223	204.6314.44600	385.00
03/07/2024	MAIN	198220	463806-00	CHAMBERLAIN OIL COMPANY INC	OIL, PURUS	701.0000.14120	725.70
		198220	463807-00		55 GAL BARREL PUMP	701.9950.42171	100.14
							825.84
03/07/2024	MAIN	198221	5193641268	CINTAS FIRST AID-SAFETY	FIRST AID SUPPLIES CH 011924	101.1940.42171	105.09
		198221	5197702247		FIRST AID SUPPLIES CH 021424	101.1940.42171	7.16
							112.25
03/07/2024	MAIN	198222	4183892832	CINTAS INC	MATS, LINENS, MOPS JPM 022024	101.5129.44020	122.03
		198222	4184282665		UNIFORM RENTAL 022224	701.9950.42172	31.99
							154.02
03/07/2024	MAIN	198223	730115	CITY WIDE WINDOW SERVICE IN	WINDOW CLEANING LIB 0124	240.5500.44020	128.00
03/07/2024	MAIN	198224	193604572	CLASSIC COLLISION LLC	REPAIR #8204 LMCIT CLAIM #CA330116	884.2100.42281	3,173.18
		198224	193604572		REPAIR #8204 LMCIT CLAIM #CA330116	884.2100.44349	1,000.00
		198224	193604464		REPAIR #3721 LMCIT CLAIM #CA326234	884.2200.42281	2,932.44
		198224	193604464		REPAIR #3721 LMCIT CLAIM #CA326234	884.2200.44349	1,000.00
							8,105.62
03/07/2024	MAIN	198225	1-1032714	COLUMBIA HEIGHTS RENTAL INC	SPECIAL ELECTION TRAILER RENTAL	021101.1410.44100	273.00
03/07/2024	MAIN	198226	194889718	COMCAST	021524 934571297	101.1110.43250	24.30
		198226	194889718		021524 934571297	101.1320.43250	34.02
		198226	194889718		021524 934571297	101.1510.43250	
		198226	194889718		021524 934571297	101.1940.43250	
		198226	194889718		021524 934571297	101.2100.43250	131.23

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		198226	194889718		021524 934571297	101.2200.43250	121.50
		198226	194889718		021524 934571297	101.3100.43250	58.32
		198226	194889718		021524 934571297	101.3121.43250	19.44
		198226	194889718		021524 934571297	101.5000.43250	9.72
		198226	194889718		021524 934571297	101.5129.43250	34.02
		198226	194889718		021524 934571297	101.5200.43250	9.72
		198226	194889718		021524 934571297	201.2400.43250	9.72
		198226	194889718		021524 934571297	204.6314.43250	24.30
		198226	194889718		021524 934571297	225.9844.43250	9.72
		198226	194889718		021524 934571297	240.5500.43250	199.27
		198226	194889718		021524 934571297	601.9600.43250	9.72
		198226	194889718		021524 934571297	602.9600.43250	9.72
		198226	194889718		021524 934571297	609.9791.43250	641.31
		198226	194889718		021524 934571297	609.9792.43250	617.01
		198226	194889718		021524 934571297	609.9793.43250	602.43
		198226	194889718		021524 934571297	701.9950.43250	9.72
		198226	194889718		021524 934571297	720.9980.43250	131.24
							2,764.75
03/07/2024	MAIN	198227	021624	COMCAST	021624 8772105050412606	101.1110.43250	22.68
03/07/2024	MAIN	198228	0051555	CONTINENTAL RESEARCH CORP	SLIK ANTI-STICK CHEMICAL	101.3121.42161	358.54
03/07/2024	MAIN	198229	U402026	CORE & MAIN LP	IPERL WATER METERS	601.9600.42990	1,418.72
03/07/2024	MAIN	198230	503240	CRYSTAL SPRINGS ICE LLC	021224 INV	609.0000.14500	268.48
		198230	503240		021224 INV	609.9792.42199	4.00
							272.48
03/07/2024	MAIN	198231	154	CURBSIDE PRODUCTIONS LLC	MOVIE IN THE PARK DEPOSIT 091324	101.1110.44376	976.25
		198231	153		MOVIE IN THE PARK DEPOSIT 082324	101.1110.44376	976.25
		198231	156		MUSIC IN THE PARK DEPOSIT 072424	101.1110.44376	391.25
		198231	157		MUSIC IN THE PARK DEPOSIT 081424	101.1110.44376	391.25
		198231	158		MUSIC IN THE PARK DEPOSIT 082824	101.1110.44376	391.25
							3,126.25
03/07/2024	MAIN	198232	IN-2768	DANGEROUS MAN BREWING CO LL	022124 INV	609.0000.14500	203.00
03/07/2024	MAIN	198233	802242831	DIAMOND VOGEL PAINTS	PAINT SPRAY TIP GUARD, PAINT NOZZLE	101.3170.42171	146.50
03/07/2024	MAIN	198234	5467782	DISCOUNT STEEL INC	BIT INTSERTS, REAMER	701.9950.42171	59.83
03/07/2024	MAIN	198235	986872	ECM PUBLISHERS INC	PNP PUBLIC ACCURACY TEST 022324	101.1410.43500	28.75
		198235	985069		2024 BUDGET SUMMARY STATEMENT	101.1510.43500	4
		198235	985911		PHN ORD #1691 021624	201.2400.43500	92

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
CHECK DATE FROM 02/23/2024 - 03/07/2024

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		198235	985910		PHN ORD #1692 021624	201.2400.43500	120.75
		198235	986873		PHN 334/344 40TH AVE BOUNDARY LINE	201.2400.43500	57.50
		198235	983843		TOP VALU BSLRCA 012624	609.9791.43420	399.50
		198235	983843		TOP VALU BSLRCA 012624	609.9792.43420	314.50
		198235	983843		TOP VALU BSLRCA 012624	609.9793.43420	136.00
							1,614.75
03/07/2024	MAIN	198236	96794	EHLERS & ASSOCIATES INC	NE BUSINESS CENTER REDEVELOPMENT	392.7000.43050	155.00
03/07/2024	MAIN	198237	2571	EMERGENCY OUTFITTERS	BABYSITTING 101 CERTIFICATE CLASS 0	101.5004.43050	590.00
03/07/2024	MAIN	198238	414498	FINISHING TOUCH CAR CARE INC	GRAPHICS SQUAD #8232	431.2100.45180	1,000.00
03/07/2024	MAIN	198239	114702002	FLEETPRIDE INC	FILTERS	701.0000.14120	31.68
		198239	114666898		FILTER	701.0000.14120	13.55
		198239	114937657		AIR LINE, FITTINGS	701.0000.14120	48.52
		198239	114914162		AIR DRYER	701.0000.14120	61.99
							155.74
03/07/2024	MAIN	198240	4342-953833	GENUINE PARTS/NAPA AUTO	BULBS	701.0000.14120	5.50
		198240	4342-954362		FILTERS	701.0000.14120	45.51
							51.01
03/07/2024	MAIN	198241	39976430020	GREAT LAKES COCA-COLA DISTRI	021924 INV	609.0000.14500	1,133.08
		198241	39895426024		021324 INV	609.0000.14500	758.17
							1,891.25
03/07/2024	MAIN	198242	457	GREEN TREEZ LAWN, SNOW AND	CENTRAL AVE SNOW REMOVAL 021624	415.6450.44000	2,925.00
03/07/2024	MAIN	198243	692102	HOHENSTEINS INC	022324 INV	609.0000.14500	220.95
		198243	692104		022324 INV	609.0000.14500	2,736.05
							2,957.00
03/07/2024	MAIN	198244	4511118	HOME DEPOT #2802	MOUNTIUNG TAPE-CITY HALL	101.1940.42171	19.96
		198244	3972704		JOBSITE VACUUM	101.3121.42010	199.00
		198244	4012659		SOCKETS, PLIERS	101.3121.42171	69.18
		198244	4012690		LED SEARCH LIGHT	602.9600.42171	99.00
							387.14
03/07/2024	MAIN	198245	IN4470211	INNOVATIVE OFFICE SOLUTIONS PENS, PEN REFILLS, BINDER CLIPS, SC	101.1940.42000		49.35
03/07/2024	MAIN	198246	2413052-F	J. BECHER & ASSOC INC	TROUBLESHOOT PATHWAY LIGHTS-PRESTEM	101.5200.44000	394.79
03/07/2024	MAIN	198247	042524	KIPLINGER WASHINGTON LETTER	KIPLINGER LETTER RENEWAL (602261146240.5500.42181		1
03/07/2024	MAIN	198248	020524	LEAGUE OF MN CITIES INS TRU	2024 WORKERS COMP INSTALLMENT #1	884.9940.41510	182,7

03/07/2024 12:46 PM
User: heathers
DB: Columbia Heights

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
CHECK DATE FROM 02/23/2024 - 03/07/2024

Page 24/26

Item 12.

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
03/07/2024	MAIN	198249	134556	LVC COMPANIES INC	REPAIR CARD READER-LIBRARY	240.5500.44020	3,631.66
03/07/2024	MAIN	198250	INV12165759	MARCO, INC	COPY MAINT 021524-031424	240.5500.44000	199.15
03/07/2024	MAIN	198251	018729	MCCLELLAN SALES INC	CORROSION INHIBITOR	601.9600.42171	234.21
03/07/2024	MAIN	198252	734486	MCDONALD DISTRIBUTING CO	022324 INV	609.0000.14500	423.20
03/07/2024	MAIN	198253	4187	MENARDS CASHWAY LUMBER-FRIDI	BUTANE FUEL, THERMOMETER	601.9600.42171	10.97
		198253	4099		COUPLING	601.9600.42171	9.86
							20.83
03/07/2024	MAIN	198254	134935	MIDWAY FORD	2024 FORD F350 XLT 4X4 VIN 5423 #02	431.5200.45150	60,054.18
		198254	818171		KEYS	701.0000.14120	173.94
		198254	817987		STEP ASSY	701.0000.14120	463.81
		198254	818170		NUTS	701.0000.14120	18.24
		198254	818968		RODS	701.0000.14120	24.87
		198254	817710		KIT, HOSE	701.0000.14120	45.98
		198254	818633		MOULDING, ROD, SWITCH	701.0000.14120	189.55
		198254	818764		MOULDING	701.0000.14120	86.39
							61,056.96
03/07/2024	MAIN	198255	166508	MINNEAPOLIS SAW CO INC	WEED WHIP	101.5200.42010	319.99
		198255	176359		BATTERY, BULL LOPPER, RIGGING	101.5200.42171	639.99
		198255	176359		BATTERY, BULL LOPPER, RIGGING	101.6102.42171	178.24
		198255	166657		TECH CORD	602.9600.42171	290.00
		198255	176309		FILTER, SPARK PLUG	701.0000.14120	12.49
		198255	163387		GUARD	701.0000.14120	39.89
							1,480.60
03/07/2024	MAIN	198256	0000139037	MINNESOTA PETROLEUM SRVC INC	GAS NOZZLE HOSE KIT	701.0000.14120	258.00
03/07/2024	MAIN	198257	E-48554	MODIST BREWING CO LLC	022224 INV	609.0000.14500	274.00
		198257	E-48553		022224 INV	609.0000.14500	475.00
							749.00
03/07/2024	MAIN	198258	3479	NORTHLAND REFRIGERATION INC	REPLACE COIL HVAC UNIT 1 - JPM	101.5129.44020	11,535.84
		198258	3488		REPLACE CONDENSER MOTOR & FAN	02272101.5129.44020	1,500.00
							13,035.84
03/07/2024	MAIN	198259	24137	NORTHWESTERN UNIVERSITY	SCHOOL OF POLICE STAFF AND & COMMAN	101.2100.43105	4,750.00
03/07/2024	MAIN	198260	351692632001	OFFICE DEPOT	FILE CART, LABELS, PENS	101.1410.42171	139.99
		198260	351692632001		FILE CART, LABELS, PENS	101.1940.42000	176.15

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
CHECK DATE FROM 02/23/2024 - 03/07/2024

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
03/07/2024	MAIN	198261	225494	PAUSTIS & SONS WINE COMPANY	011124 INV	609.0000.14500	1,363.80
		198261	226653		012524 INV	609.0000.14500	1,911.00
		198261	225494		011124 INV	609.9791.42199	19.50
		198261	226653		012524 INV	609.9791.42199	37.50
03/07/2024	MAIN	198262	992822452	POPP.COM INC	022624 -10013121	101.0000.20815	(7.01)
		198262	992822452		022624 -10013121	101.1110.43210	8.82
		198262	992822452		022624 -10013121	101.1320.43210	15.93
		198262	992822452		022624 -10013121	101.1510.43210	45.87
		198262	992822452		022624 -10013121	101.1940.43210	3.74
		198262	992822452		022624 -10013121	101.2100.43210	135.96
		198262	992822452		022624 -10013121	101.2200.43210	58.60
		198262	992822452		022624 -10013121	101.3100.43210	76.45
		198262	992822452		022624 -10013121	101.3121.43210	1.23
		198262	992822452		022624 -10013121	101.5000.43210	43.32
		198262	992822452		022624 -10013121	101.5129.43210	1.37
		198262	992822452		022624 -10013121	101.5200.43210	4.84
		198262	992822452		022624 -10013121	201.2400.43210	17.76
		198262	992822452		022624 -10013121	204.6314.43210	18.30
		198262	992822452		022624 -10013121	240.5500.43210	30.17
		198262	992822452		022624 -10013121	601.9600.43210	3.49
		198262	992822452		022624 -10013121	609.9791.43210	51.37
		198262	992822452		022624 -10013121	609.9792.43210	31.15
		198262	992822452		022624 -10013121	609.9793.43210	10.81
		198262	992822452		022624 -10013121	701.9950.43210	3.52
		198262	992822452		022624 -10013121	720.9980.43210	9.93
						565.62	
03/07/2024	MAIN	198263	021524	QUADIENT LEASING USA, INC.	FINANCE CHARGE/LATE FEE	101.1510.44300	96.09
03/07/2024	MAIN	198264	17255660	QUADIENT LEASING USA, INC.	HIGH CAPACITY INK CARTRIDGE	101.1940.42171	215.65
03/07/2024	MAIN	198265	5009729281	RED BULL DISTRIBUTION CO INC	021524 INV	609.0000.14500	193.40
03/07/2024	MAIN	198266	0018273	ROHN INDUSTRIES INC	SHREDDING 021224	101.1410.44000	18.85
03/07/2024	MAIN	198267	8106479193	SCHINDLER ELEVATOR CORP INC	PREVENT MAINT 0224-590 40TH AVE	101.1940.44020	79.96
		198267	8106479194		PREVENT MAINT 0224-JPM	101.5129.44020	79.96
		198267	8106477339		PREVENT MAINT 0224-TV1	609.9791.44020	199.16
						359.08	
03/07/2024	MAIN	198268	BP004	SHOREVIEW HUNKS LLC	BULK, APPLIANCE, ELECTRONICS PICKUP	603.9510.42910	1,363.80
		198268	BP004		BULK, APPLIANCE, ELECTRONICS PICKUP	603.9510.42920	6

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
CHECK DATE FROM 02/23/2024 - 03/07/2024

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		198268	BP004		BULK, APPLIANCE, ELECTRONICS PICKUP	603.9540.43050	55.00
							2,000.00
03/07/2024	MAIN	198269	17109.00-4	SRF CONSULTING GROUP, INC.	ENGINEERING SCHOOL SAFE ROUTES	0124430.6323.43050.1807	35,136.82
03/07/2024	MAIN	198270	5387	TECH ACADEMY	VIRTUAL TECH CLASS - POKEMON GAME C	101.5004.43050	135.00
03/07/2024	MAIN	198271	920098174	TENNANT COMPANY	SEALS, GASKETS, HOSE, MUFFLER	701.0000.14120	694.70
03/07/2024	MAIN	198272	14899-00	TERMINAL SUPPLY CO, INC	CABLE TIES, SHRINK BUTT CONNECTORS	701.9950.42171	169.10
03/07/2024	MAIN	198273	672427	THE LIBRARY STORE, INC.	BOOK DISPLAY EASELS (36-MED, 36-LRG	240.5500.42010	339.85
03/07/2024	MAIN	198274	M28922	TIMESAVER OFF SITE SECRETR	PLANNING COMMISSION MINUTES	020624 201.2400.43050	239.50
03/07/2024	MAIN	198275	899922	TRIO SUPPLY COMPANY INC	MOP HANDLE-CH	101.1940.42171	28.34
		198275	899372		TOWELS, MOPS-CH	101.1940.42171	243.82
							272.16
03/07/2024	MAIN	198276	WINTER1	ULTIMATE MARTIAL ARTS INC	TAE KWON DO & LITTLE TIGERS WINTER	101.5001.43050	1,289.45
03/07/2024	MAIN	198277	1091410951	XCEL ENERGY (N S P)	022124 51-0014819919-2	101.3160.43810	41.23
03/07/2024	MAIN	198278	003436	XCEL ENERGY SOLUTIONS	SOLAR SUBSCRIPTION 0124	601.9600.43810	52.91
03/07/2024	MAIN	24 (S)	I1661784	STREICHER'S GUN'S INC/DON	HELMETS & ACCESSORIES	101.2100.42172	2,221.50
		24 (S)	I1661979		RADIO CASE	101.2100.42172	53.99
		24 (S)	CM298178		RETURN ITEMS INV#I1647984	101.2100.42172	(2,275.49)
							0.00
TOTAL - ALL FUNDS					TOTAL OF 194 CHECKS		1,230,067.54

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
02/28/2024	PR	100284	SUN LIFE FINANCIAL - DENTAL INSURANCE	6,363.66	6,363.66	0.00	Cleared
02/23/2024	PR	100274	UNION 49	630.00	630.00	0.00	Open
02/23/2024	PR	100275	SUN LIFE FINANCIAL - DENTAL INSURANCE	6,360.90	6,360.90	0.00	Cleared
02/23/2024	PR	100276	MEDICA HEALTH PLANS	2,303.00	2,303.00	0.00	Open
02/23/2024	PR	100277	MEDICA	154,481.80	154,481.80	0.00	Open
02/23/2024	PR	100278	MEDICA	329.00	329.00	0.00	Open
02/23/2024	PR	100279	NCPERS GROUP LIFE INS MBR BEN	656.00	656.00	0.00	Open
02/23/2024	PR	100280	SUN LIFE FINANCIAL - LONG TERM DISABILIT	2,205.69	2,205.69	0.00	Open
02/23/2024	PR	100281	SUN LIFE FINANCIAL - LIFE INSURANCE	1,773.99	1,773.99	0.00	Open
02/23/2024	PR	100282	SUN LIFE FINANCIAL - SHORT TERM DISABILI	1,450.67	1,450.67	0.00	Cleared
02/23/2024	PR	100283	FIDELITY SECURITY LIFE INSURANCE COMPANY	511.64	511.64	0.00	Open
02/23/2024	PR	100285	SUN LIFE FINANCIAL - SHORT TERM DISABILI	1,415.44	1,415.44	0.00	Open
02/23/2024	PR	100286	SUN LIFE FINANCIAL - DENTAL INSURANCE	6,327.70	6,327.70	0.00	Open
02/23/2024	PR	100287	SUN LIFE FINANCIAL - DENTAL INSURANCE	6,324.84	6,324.84	0.00	Open
02/23/2024	PR	100288	SUN LIFE FINANCIAL - DENTAL INSURANCE	6,388.44	6,388.44	0.00	Open
02/23/2024	PR	EFT1154	COL HTS LOCAL 1216	200.00	200.00	0.00	Cleared
02/23/2024	PR	EFT1155	AFSCME COUNCIL 5	489.78	489.78	0.00	Cleared
02/23/2024	PR	EFT1156	MSRS MNDGP PLAN 650251	2,745.57	2,745.57	0.00	Cleared
02/23/2024	PR	EFT1157	HSA BANK	10,334.07	10,334.07	0.00	Cleared
02/23/2024	PR	EFT1158	COL HGTS POLICE ASSN	170.00	170.00	0.00	Cleared
02/23/2024	PR	EFT1159	IRS	91,323.14	91,323.14	0.00	Cleared
02/23/2024	PR	EFT1160	MISSION SQUARE 401 (ROTH)	2,542.59	2,542.59	0.00	Cleared
02/23/2024	PR	EFT1161	MISSION SQUARE 457(B)	21,449.55	21,449.55	0.00	Open
02/23/2024	PR	EFT1162	MISSION SQUARE RHS	679.71	679.71	0.00	Cleared
02/23/2024	PR	EFT1163	PERA 397400	91,429.08	91,429.08	0.00	Cleared
02/23/2024	PR	EFT1164	STATE OF MN TAX	18,924.06	18,924.06	0.00	Cleared
02/23/2024	PR	EFT1165	PROXIMAL	1,594.20	1,594.20	0.00	Cleared
Totals:			Number of Checks: 027	439,404.52	439,404.52	0.00	
Total Physical Checks:			15				
Total Check Stubs:			12				

CITY COUNCIL MEETING

AGENDA SECTION	ORDINANCES / RESOLUTIONS
MEETING DATE	MARCH 11, 2024

ITEM:	First Reading of Ordinance 1694, revising City Code Section 5A.410 regarding Conduct on Licensed Premises/Crime Free/Drug Free and Disorderly Use Lease Requirements		
DEPARTMENT: Police		BY/DATE: Chief Lenny Austin / March 5, 2024	
CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i>			
_Healthy and Safe Community		_Thriving and Vibrant Destination Community	
_Equitable, Diverse, Inclusive, and Friendly		_Strong Infrastructure and Public Services	
_Trusted and Engaged Leadership		_Sustainable	

BACKGROUND

In 2023, the legislature passed a law that prohibits residential landlords from imposing a penalty or terminating a lease based on conduct occurring off of the premises except in certain instances. This new law will become effective June 1, 2024, and will require a change to Columbia Heights City Code Section 5A.401 regarding Conduct on Licensed Premises/Crime Free/Drug Free and Disorderly Use Lease Requirements.

A memo from Scott Lepak, Interim City Attorney, outlining the change is attached, as is the Ordinance with necessary changes highlighted.

STAFF RECOMMENDATION

Staff recommends the first reading of this Ordinance, and that the second reading be scheduled for the March 25, 2024 City Council meeting.

RECOMMENDED MOTION(S):
<p>MOTION: Move to waive the reading of Ordinance No. 1694, there being ample copies available to the public.</p> <p>MOTION: Move to set the second reading of Ordinance 1694, revising City Code Section 5A.410 regarding Conduct on Licensed Premises/Crime Free/Drug Free and Disorderly Use Lease Requirements for March 25, 2024 at approximately 6:00 pm in the City Council Chambers.</p>

ATTACHMENT(S):

- Memo from Scott Lepak, Interim City Attorney
- Proposed changes: Ordinance 1694, Amending 5A.410 Conduct on Licensed Premises/Crime Free/Drug Free and Disorderly Use Lease Requirements
- Ordinance 1694, Amending 5A.410 Conduct on Licensed Premises/Crime Free/Drug Free and Disorderly Use Lease Requirements



MEMORANDUM

TO: City of Columbia Heights Mayor, Council and Manager
 FROM: Scott Lepak, Interim City Attorney
 RE: Revisions to City Code Section 5A.410 regarding Conduct on Licensed Premises/Crime Free/Drug Free and Disorderly Use Lease Requirements
 DATED: February 28, 2024

This item relates to a Healthy and Safe Community.

The 2023 legislature passed a law that prohibits residential landlords from imposing a penalty or terminating a lease based on conduct occurring off of the premises or curtilage of the premises except in certain instances. The new law is at Minn. Stat. Sec. 504B.171, Subd 2a and provides that:

Pursuant to Minn. Stat. Sec. 504B.171, Subd. 2a, a residential landlord may not impose a penalty on a residential tenant or terminate the lease of a residential tenant for the conduct of the residential tenant, household member, or guest occurring off of the premises or curtilage of the premises, unless (1) the conduct would constitute a crime of violence against another tenant, the tenant's guest, the landlord, or the landlord's employees, regardless of whether a charge was brought or a conviction obtained; or (2) the conduct results in a conviction of a crime of violence against a person unrelated to the premises. For purposes of this subdivision, crime of violence has the meaning given in section 624.712, subdivision 5, except that it does not include offenses under chapter 152.

This new law will become effective June 1, 2024.

As a result of a change in Minnesota Statutes, the City needs to amend City Code Section 5A.420 Conduct on Licensed Premises/Crime Free/Drug Free and Disorderly Use Lease Requirements to remove reference to conduct "near" the premises while at the same time recognizing that certain off premises conduct may still be prohibited. The revised Code section with the changes from the prior version noted are attached to this memorandum.

The City plans to provide an informational letter to existing residential landlords relating to this change to further assist with this issue.

Requested Council Action:

Adopt First Reading on an Ordinance to Revise City Code Section 5A.410 Regarding Conduct on Licensed Premises/Crime Free/Drug Free and Disorderly Use Lease Requirements

ORDINANCE ____

**AN ORDINANCE AMENDING § 5A.410
CONDUCT ON LICENSED PREMISES/CRIME FREE/DRUG FREE AND
DISORDERLY USE LEASE REQUIREMENTS.**

THE CITY OF COLUMBIA HEIGHTS, MINNESOTA ORDAINS:

Section 1. Code Amended. That Section 5a.410, Entitled Conduct On Licensed Premises/Crime Free/Drug Free And Disorderly Use Lease Requirements be amended as follows:

**§ 5A.410 CONDUCT ON LICENSED PREMISES/CRIME FREE/DRUG FREE AND
DISORDERLY USE LEASE REQUIREMENTS.**

(A) All residential tenant leases, except for state licensed residential facilities and subject to all preemptory state and federal laws, shall contain the following, or substantially comparable to, crime free/drug free and disorderly use language:

(1) *Crime free/drug free.*

(a) Resident, any members of the resident's household or a guest or other person affiliated with resident shall not engage in criminal activity, including drug-related criminal activity, on ~~or near the premises~~ or curtilage of the premises.

(b) Resident, any member of the resident's household or a guest or other person affiliated with resident shall not engage in any act intended to facilitate criminal activity, including drug-related criminal activity, on ~~or near the premises~~ or curtilage of the premises.

(c) Resident or members of the household will not permit the dwelling unit or curtilage of the premises to be used for, or to facilitate criminal activity, including drug-related criminal activity, regardless of whether the individual engaging in such activity is a member of the household, or a guest.

(d) Resident, any member of the resident's household or a guest, or other person affiliated with the resident shall not engage in the unlawful manufacturing, selling, using, storing, keeping, or giving of a controlled substance ~~at any locations, whether on or near the premises or otherwise.~~ or curtilage of the premises.

(e) Resident, tenant, household member, or guest shall not engage in conduct, whether on or off the premises, where (1) the conduct would constitute a crime of violence against another tenant, the tenant's guest, the landlord, or the landlord's employees, regardless of whether a charge was brought or a conviction obtained; or (2) the conduct results in a conviction of a crime of violence against a person unrelated to the premises. For purposes of this subdivision, crime of violence has the meaning given in section 624.712, subdivision 5, except that it does not include offenses under chapter 152.

(e) ~~(f)~~ Violation of any one of the above provisions shall be a material and irreparable violation of the lease and good cause for immediate termination of tenancy by the property owner.

(2) *Disorderly use.*

(a) Resident, members of the resident's household, guests, or other persons under the resident's control shall not engage in the following disorderly use activities: violations of state law relating to alcoholic beverages, trespassing or disorderly conduct, and violations of the city code relating to prohibited noise.

(b) Three disorderly use violations involving the same tenancy within a continuous 12-month period shall be a substantial and material violation of the lease and good cause for termination of the tenancy **by the property owner.**

(3) *Definitions.* For the purpose of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

CRIMINAL ACTIVITY. Prostitution, gambling, maintaining or conducting a disorderly house, unlawful possession, transportation, sale or use of a weapon, domestic assault, delinquency of a minor, criminal street gang activity, threatening, intimidating or assaultive behavior, the unlawful discharge of firearms, or any other criminal activity on or near the premises that jeopardizes the health, safety and welfare of the landlord, his agent, other resident, neighbor or other third party, or involving imminent or actual serious property damage.

DRUG RELATED CRIMINAL ACTIVITY. The illegal manufacture, sale, distribution, use or possession with intent to manufacture, sell, distribute, or use of a controlled substance or any substance represented to be drugs (as defined in § 102 of the Controlled Substance Act [21 U.S.C. 802]).

(4) *Non-exclusive remedies.*

(A) The crime free/drug free and disorderly use provisions are in addition to all other terms of the lease and do not limit or replace any other provisions.

(B) These lease provisions shall be incorporated into every new lease for a tenancy beginning January 1, 2008 and all renewed leases by January 1, 2009.

(C) Upon determination by the Police Department that a licensed premises or unit within a licensed premises was used in violation of the crime free/drug free provisions of subdivision (A)(1) herein, the Police Department shall cause notice to be made to the owner and property manager of the violation. The owner or property manager shall notify the tenant or tenants within ten days of the notice of violation of the crime free/drug free lease language and proceed with termination of the tenancy of all tenants occupying the unit. The owner shall not enter into a new lease for a unit located in any licensed property within the city with an evicted tenant for a period of one year after the eviction.

(D) Upon determination by the Police Department that a licensed premises or unit within a licensed premises was used for disorderly use activities as set forth in subdivision (A)(2) herein, the Police Department shall cause notice to be made to the owner and property manager of the violation and direct the owner and property manager to take steps to prevent further disorderly use violations.

(E) If a second disorderly use violation as determined by the Police Department occurs within a continuous 12-month period involving the same tenancy, the Police Department shall cause notice to be made to the owner and property manager of the second violation. The owner or

property manager shall respond in writing within ten days of receipt of the notice with an action plan to prevent further disorderly use violations.

(F) If a third disorderly use violation as determined by the Police Department occurs within a continuous 12-month period involving the same tenancy, the Police Department shall cause notice to be made to the owner and property manager of the third violation. The owner or property manager shall notify the tenant or tenants within ten days of the notice of disorderly use violation of the crime free/drug free lease language within the lease and proceed with termination of the tenancy of all tenants occupying the unit. The owner shall not enter into a new lease for a unit located in any licensed property with an evicted tenant within the city for a period of one year after the eviction.

(G) The provisions of divisions (C), (D), (E) and (F) herein do not apply if the determination that the premises have been used in violation of the crime free/drug free provisions of subdivisions (A)(1) and (A)(2) herein originates from a call from or at the request of one or more tenants occupying the premises for police or emergency assistance, or in the case of domestic abuse, from a call for assistance from any source. The term **DOMESTIC ABUSE** has the meaning given in M.S. § 518B.01, subd. 2.

(H) If the licensee fails to comply with the requirements of this section, the rental dwelling license for the premises may be denied, revoked, suspended, or not renewed. An action to deny, revoke, suspend, or not renew a license under this section shall be initiated by the City Council at the request of the Police Department in the manner described in § [5A.408](#).

(Ord. 1532, passed 11-26-07; Am. Ord. 1592, passed 5-9-11; Am. Ord. _____, passed - -24)

Section 2. Effective Date. This Ordinance shall take effect 30 days after its publication.

Adopted by the City Council of the City of Columbia Heights, Minnesota this _____ day of _____, 2024

Amada Marquez Simula, Mayor

Attest:

Sara Ion, City Clerk

4273429.1

ORDINANCE 1694

BEING AN ORDINANCE AMENDING § 5A.410 CONDUCT ON LICENSED PREMISES/CRIME FREE/DRUG FREE AND DISORDERLY USE LEASE REQUIREMENTS.

THE CITY OF COLUMBIA HEIGHTS, MINNESOTA ORDAINS:

Section 1. Code Amended. That Section 5a.410, Entitled Conduct On Licensed Premises/Crime Free/Drug Free And Disorderly Use Lease Requirements be amended as follows:

§ 5A.410 CONDUCT ON LICENSED PREMISES/CRIME FREE/DRUG FREE AND DISORDERLY USE LEASE REQUIREMENTS.

(A) All residential tenant leases, except for state licensed residential facilities and subject to all preemptory state and federal laws, shall contain the following, or substantially comparable to, crime free/drug free and disorderly use language:

(1) *Crime free/drug free.*

(a) Resident, any members of the resident's household or a guest or other person affiliated with resident shall not engage in criminal activity, including drug-related criminal activity, on the premises or curtilage of the premises.

(b) Resident, any member of the resident's household or a guest or other person affiliated with resident shall not engage in any act intended to facilitate criminal activity, including drug-related criminal activity, on the premises or curtilage of the premises.

(c) Resident or members of the household will not permit the dwelling unit or curtilage of the premises to be used for, or to facilitate criminal activity, including drug-related criminal activity, regardless of whether the individual engaging in such activity is a member of the household, or a guest.

(d) Resident, any member of the resident's household or a guest, or other person affiliated with the resident shall not engage in the unlawful manufacturing, selling, using, storing, keeping, or giving of a controlled substance on the premises or curtilage of the premises.

(e) Resident, tenant, household member, or guest shall not engage in conduct, whether on or off the premises, where (1) the conduct would constitute a crime of violence against another tenant, the tenant's guest, the landlord, or the landlord's employees, regardless of whether a charge was brought or a conviction obtained; or (2) the conduct results in a conviction of a crime of violence against a person unrelated to the premises. For purposes of this subdivision, crime of violence has the meaning given in section 624.712, subdivision 5, except that it does not include offenses under chapter 152.

(f) Violation of any one of the above provisions shall be a material and irreparable violation of the lease and good cause for immediate termination of tenancy by the property owner.

(2) *Disorderly use.*

(a) Resident, members of the resident's household, guests, or other persons under the resident's control shall not engage in the following disorderly use activities: violations of state

law relating to alcoholic beverages, trespassing or disorderly conduct, and violations of the city code relating to prohibited noise.

(b) Three disorderly use violations involving the same tenancy within a continuous 12-month period shall be a substantial and material violation of the lease and good cause for termination of the tenancy by the property owner.

(3) *Definitions.* For the purpose of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

CRIMINAL ACTIVITY. Prostitution, gambling, maintaining or conducting a disorderly house, unlawful possession, transportation, sale or use of a weapon, domestic assault, delinquency of a minor, criminal street gang activity, threatening, intimidating or assaultive behavior, the unlawful discharge of firearms, or any other criminal activity on or near the premises that jeopardizes the health, safety and welfare of the landlord, his agent, other resident, neighbor or other third party, or involving imminent or actual serious property damage.

DRUG RELATED CRIMINAL ACTIVITY. The illegal manufacture, sale, distribution, use or possession with intent to manufacture, sell, distribute, or use of a controlled substance or any substance represented to be drugs (as defined in § 102 of the Controlled Substance Act [21 U.S.C. 802]).

(4) *Non-exclusive remedies.*

(A) The crime free/drug free and disorderly use provisions are in addition to all other terms of the lease and do not limit or replace any other provisions.

(B) These lease provisions shall be incorporated into every new lease for a tenancy beginning January 1, 2008 and all renewed leases by January 1, 2009.

(C) Upon determination by the Police Department that a licensed premises or unit within a licensed premises was used in violation of the crime free/drug free provisions of subdivision (A)(1) herein, the Police Department shall cause notice to be made to the owner and property manager of the violation. The owner or property manager shall notify the tenant or tenants within ten days of the notice of violation of the crime free/drug free lease language and proceed with termination of the tenancy of all tenants occupying the unit. The owner shall not enter into a new lease for a unit located in any licensed property within the city with an evicted tenant for a period of one year after the eviction.

(D) Upon determination by the Police Department that a licensed premises or unit within a licensed premises was used for disorderly use activities as set forth in subdivision (A)(2) herein, the Police Department shall cause notice to be made to the owner and property manager of the violation and direct the owner and property manager to take steps to prevent further disorderly use violations.

(E) If a second disorderly use violation as determined by the Police Department occurs within a continuous 12-month period involving the same tenancy, the Police Department shall cause notice to be made to the owner and property manager of the second violation. The owner or property manager shall respond in writing within ten days of receipt of the notice with an action plan to prevent further disorderly use violations.

(F) If a third disorderly use violation as determined by the Police Department occurs within a continuous 12-month period involving the same tenancy, the Police Department shall cause

notice to be made to the owner and property manager of the third violation. The owner or property manager shall notify the tenant or tenants within ten days of the notice of disorderly use violation of the crime free/drug free lease language within the lease and proceed with termination of the tenancy of all tenants occupying the unit. The owner shall not enter into a new lease for a unit located in any licensed property with an evicted tenant within the city for a period of one year after the eviction.

(G) The provisions of divisions (C), (D), (E) and (F) herein do not apply if the determination that the premises have been used in violation of the crime free/drug free provisions of subdivisions (A)(1) and (A)(2) herein originates from a call from or at the request of one or more tenants occupying the premises for police or emergency assistance, or in the case of domestic abuse, from a call for assistance from any source. The term **DOMESTIC ABUSE** has the meaning given in M.S. § 518B.01, subd. 2.

(H) If the licensee fails to comply with the requirements of this section, the rental dwelling license for the premises may be denied, revoked, suspended, or not renewed. An action to deny, revoke, suspend, or not renew a license under this section shall be initiated by the City Council at the request of the Police Department in the manner described in § [5A.408](#).

(Ord. 1532, passed 11-26-07; Am. Ord. 1592, passed 5-9-11; Am. Ord. _____, passed __-__-24)

Section 2. Effective Date. This Ordinance shall take effect 30 days after its publication.

First Reading:

Offered by:

Seconded by:

Roll call:

Second Reading:

Offered by:

Seconded by:

Roll Call:

Date of Passage:

Adopted by the City Council of the City of Columbia Heights, Minnesota this _____ day of _____, 2024

Amáda Márquez Simula, Mayor

Attest:

Sara Ion, City Clerk

CITY COUNCIL MEETING

AGENDA SECTION	ITEMS FOR CONSIDERATION
MEETING DATE	MARCH 11, 2024

ITEM:	Consideration of a Rental License Exemption for 3835 Van Buren Street NE		
DEPARTMENT: Community Development		BY/DATE: Andrew Boucher, City Planner, March 6, 2024	
CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i>			
<input type="checkbox"/> Healthy and Safe Community		<input type="checkbox"/> Thriving and Vibrant Destination Community	
<input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly		<input type="checkbox"/> Strong Infrastructure and Public Services	
<input checked="" type="checkbox"/> Trusted and Engaged Leadership		<input type="checkbox"/> Sustainable	

BACKGROUND

On February 25, 2024, the owner of 3835 Van Buren Street NE, reached out to the Community Development Department requesting an exemption from the single-family rental density cap. Attached is the letter that staff received. Section 1 of Ordinance 1685, which established the single-family rental density cap, states that:

"If the number of detached single-family dwellings rental properties meets or exceeds the permitted number of rental properties per defined block on the effective date of the ordinance from which this section is derived, a property owner may request a temporary license to allow an additional rental property for that block. The City Council may grant or deny a temporary license in its sole discretion. Persons requesting a temporary license must make an annual application to the City. No property owner shall hold a temporary rental license for the same property for more than two consecutive years."

As it is the homeowners' right to appeal to the Council. Staff brought forth the appeal along with supporting documents for discussion and review.

If approved, Resolution 2024-020 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 3 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 persons requesting a temporary license must make an annual application to the City. No property owner shall hold a temporary rental license for the same property for more than two consecutive years.

RECOMMENDED MOTION(S):

MOTION: Move to waive the reading of Resolution 2024-020, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2024-020, a resolution approving the single-family rental exemption request for the rental application at 3835 Van Buren Street NE, Columbia Heights, MN 55421.

ATTACHMENT(S):

1. [Letter from the Homeowner](#)
2. [Resolution 2024-020](#)
3. Location of the property image
4. [Ordinance 1685](#)

Andrew Boucher

From: Chelsea Sanchez <chelseasanchez19@gmail.com>
Sent: Sunday, February 25, 2024 1:39 PM
To: Andrew Boucher
Subject: Rental license

Follow Up Flag: Follow up
Flag Status: Flagged

Good afternoon,

I'm writing to you requesting a rental license for 3835 Van Buren St NE Columbia Heights.

I would like this to be voted on during the next city council meeting and have prepared a statement for it.

"Hello, my name is Chelsea I moved into my house at 3835 Van Buren St NE in 2023. I was expecting to be here much longer, but I just got engaged and will be moving to my now fiancée's house. With that being said, I'm requesting a rental license for 3835 Van Buren St NE. This house would be professionally managed by Algo Realty property management which is a local Columbia Heights brokerage and property management company that is highly respected."

Thank you,
Chelsea

Anoka County Parcel Viewer

Item 14.

**Parcel Information:**

35-30-24-44-0136
3835 VAN BUREN ST NE
COLUMBIA HEIGHTS
MN 55421

Plat: COLUMBIA HEIGHTS ANNEX TO MINNEAPOLIS

Approx. Acres: 0.11

Commissioner: MANDY MEISNER

Owner Information:

SANCHEZ CHELSEA
3835 VAN BUREN ST NE
COLUMBIA HEIGHTS
MN
55421



**A RESOLUTION APPROVING SINGLE FAMILY RENTAL EXEMPTION REQUEST FOR THE RENTAL APPLICATION
AT 3835 VAN BUREN STREET 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 14, 2023, the Council approved ordinance 1685 which established a rental density limit for detached single-family rental dwellings by splitting the city into blocks and capping the number of rentals per that block; and

WHEREAS, Ordinance 1685 establishes that applicants that are not allowed to obtain a single-family rental license because of the density limits will be able to request an exemption and the Council has sole discretion to grant the exemption requests for a span of one year, if the situation lasts longer than a year, the applicant can re-apply for the temporary license but a property owner is only allowed a temporary license for no more than two years; and,

WHEREAS, the City has received a request from the owner of 3835 Van Buren Street NE, Columbia Heights, MN 55421 to make an exception for the property and allow a new rental license to be issued.

NOW, THEREFORE, BE IT RESOLVED, the City does hereby approve the exemption request for 3835 Van Buren Street 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 3835 Van Buren Street 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 may re-apply for the temporary license again for no more than a period of two years for the same property.

ORDER OF COUNCIL

Passed this _____ day of _____, 2024

Offered by:

Seconded by:

Roll Call:

Amáda Márquez Simula, Mayor

Attest:

Sara Ion, City Clerk/Council Secretary

ORDINANCE NO. 1685

BEING AN ORDINANCE AMENDING CHAPTER 5A ARTICLE IV OF THE COLUMBIA HEIGHTS CITY CODE TO REGULATE RENTAL DENSITY FOR DETACHED SINGLE-FAMILY RENTAL DWELLINGS

The City of Columbia Heights does ordain:

Section 1

5A.401 of the Columbia Heights City Code is hereby amended to read as follows, to wit:

5A.401 OCCUPANCY LICENSE REQUIRED.

(A) No person, firm, government agency or corporation shall own a premises that is rented, leased, let, or used for any type of occupancy in the ~~city~~ City without having first obtained an occupancy license (license) as hereinafter provided and outlined in the Property Maintenance Inspection Policy. Each such license shall register annually with the ~~city~~ City. If the license is denied, no occupancy of a premises, then vacant or which become vacant, is permitted until a license has been issued. Apartment units within an unlicensed apartment building for which a license application has been made and which units are in compliance with this chapter may be occupied provided that the unlicensed units within the apartment building do not create a hazard to the health and safety of persons in occupied units.

(B) Rental Density for Detached Single-Family Dwellings.

- (1) In any zoning district, the quantity of detached single-family dwellings eligible to obtain a rental occupancy license on any block shall not exceed the number prescribed in Table 1, unless a temporary license is granted by the City Council as provided herein. Table 1 indicates how many detached single-family dwellings per block are able to be licensed as a rental property based on the number of detached single-family dwellings that exist in a block.

TABLE 1

Lots/Block	Rental Units Allowed
1-14	1
15-24	2
25-34	3
35-44	4
45-54	5
55-64	6
65-74	7
75-84	8
85-94	9

- (2) The following guidelines shall apply to determine eligible detached single-family dwellings, blocks and lots:
 - (a) For the purposes of this section, a BLOCK shall be defined as an area of land enclosed within the perimeter of streets, watercourses, public parks, municipally owned lots, and City boundaries and further defined by an official map maintained by the City.

- (b) This section shall apply to legally conforming lots of record and legally nonconforming lots of record. For the purposes of this section, lots of record may also be referred to as PROPERTIES, PROPERTY, or LOTS.
 - (c) If a block contains more than one type of residential dwelling, only lots that contain detached single-family dwellings shall be included in the calculation of the total number of lots per block.
 - (d) Two-family, town home, twinhome, multiple-family, commercial, public, institutional, and industrial uses located in any zoning district shall not be included in the calculation of the total number of lots per block.
- (3) If the number of detached single-family rental dwellings meets or exceeds the permitted number of rental properties per defined block on the effective date of the ordinance from which this section is derived, no additional detached single-family dwelling rental licenses shall be approved for the block, unless a temporary license is granted by the City Council as provided herein. Existing detached single-family dwelling rental licenses may be renewed; however, should a rental license not be renewed, terminated due to the sale of a property by the current license holder, transfer of property ownership occurs, or if the rental license is revoked or lapses, the rental license shall not be reinstated unless it is in conformance with this section and other applicable sections of the City Code.
- (4) If the number of detached single-family dwelling rental properties meets or exceeds the permitted number of rental properties per defined block on the effective date of the ordinance from which this section is derived, a property owner may request a temporary license to allow an additional rental property for that block. The City Council may grant or deny a temporary license in its sole discretion. Persons requesting a temporary license must make an annual application to the City. No property owner shall hold a temporary rental license for the same property for more than two consecutive years.

(C) Exception. Owner occupied Single-family home occupancies.

(Ord. 1532, passed 11-26-07; Ord. 1685, passed 08-14-23)

Section 2

This ordinance shall be in full force and effective from and after 30 days after its passage.

First Reading: July 24, 2023

Offered by: Jacobs

Seconded by: Spriggs

Roll Call: All Ayes

Second Reading: August 14, 2023

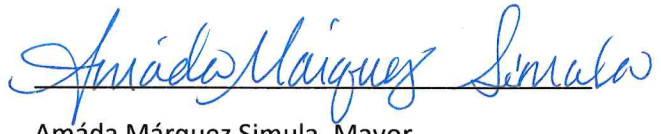
Offered by: Buesgens

Seconded by: Jacobs

Roll Call: Jacobs, James, Buesgens, Márquez Simula: Aye

Spriggs: No

Date of Passage: August 14, 2023



Amada Márquez Simula, Mayor

Attest:



Sara Ion, City Clerk/Council Secretary

SUMMARY OF ORDINANCE NO. 1685**BEING AN ORDINANCE AMENDING CHAPTER 5A ARTICLE IV OF THE COLUMBIA HEIGHTS CITY CODE TO REGULATE RENTAL DENSITY FOR DETACHED SINGLE-FAMILY RENTAL DWELLINGS**

The City Council for the City of Columbia Heights, Minnesota adopted Ordinance No. 1685 on August 14, 2023.

The purpose of this ordinance is to establish, upon passage, a per-block rental density cap on single-family rental dwellings. The ordinance amends Chapter Five of Columbia Heights City Code creating the rental density cap while establishing exemption procedures and cap implementation processes. The rental density cap splits the city into blocks and caps the number of rental properties per that block. If someone applies for a single-family rental license, they will be required to meet the cap in order to obtain a rental license. The official number of rentals per block is outlined in Table 1 of the ordinance. Applicants that are not allowed to obtain a single-family rental license because of the density limits, will be able to request an exemption. It will be up to the Council's sole discretion to grant the exemption requests. Granted exemptions will be able to obtain a temporary license for the span of one year. For situations lasting more than a year the applicant can re-apply for the temporary license but a property owner is only allowed to have a temporary license for no more than two years. Temporary licenses will still be required to meet all building health and safety standards. Single-family rental applications are distributed on a first come first serve basis.

This is a summary of Ordinance No. 1685. A copy of the entire text of the Ordinance is available for public inspection during regular office hours at City Hall, by standard or electronic mail, or at www.columbiaheightsmn.gov.

Attest:


Sara Ion, City Clerk/Council Secretary
Amada Márquez Simula, Mayor

AFFIDAVIT OF PUBLICATION

STATE OF MINNESOTA) ss
COUNTY OF ANOKA

Rhonda Herberg being duly sworn on an oath, states or affirms that he/she is the Publisher's Designated Agent of the newspaper(s) known as:

BSLP Col Hght Frid Life

with the known office of issue being located in the county of:

ANOKA

with additional circulation in the counties of:

RAMSEY

and has full knowledge of the facts stated below:

- (A) The newspaper has complied with all of the requirements constituting qualification as a qualified newspaper as provided by Minn. Stat. §331A.02.
- (B) This Public Notice was printed and published in said newspaper(s) once each week, for 1 successive week(s); the first insertion being on 08/25/2023 and the last insertion being on 08/25/2023.

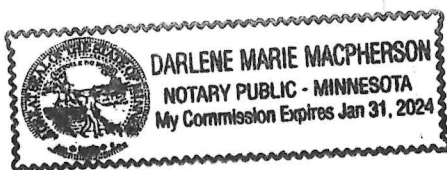
MORTGAGE FORECLOSURE NOTICES

Pursuant to Minnesota Stat. §580.033 relating to the publication of mortgage foreclosure notices: The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

By:  Designated Agent

Subscribed and sworn to or affirmed before me on 08/25/2023 by Rhonda Herberg.


Notary Public

**Rate Information:**

- (1) Lowest classified rate paid by commercial users for comparable space:
\$999.99 per column inch.

Ad ID 1336691

**CITY OF
COLUMBIA HEIGHTS
SUMMARY OF
ORDINANCE NO. 1685**

**BEING AN ORDINANCE
AMENDING
CHAPTER 5A ARTICLE IV
OF THE COLUMBIA HEIGHTS
CITY CODE TO REGULATE
RENTAL DENSITY FOR
DETACHED
SINGLE-FAMILY RENTAL
DWELLINGS**

The City Council for the City of Columbia Heights, Minnesota adopted Ordinance No. 1685 on August 14, 2023.

The purpose of this ordinance is to establish, upon passage, a per-block rental density cap on single-family rental dwellings. The ordinance amends Chapter Five of Columbia Heights City Code creating the rental density cap while establishing exemption procedures and cap implementation processes. The rental density cap splits the city into blocks and caps the number of rental properties per that block. If someone applies for a single-family rental license, they will be required to meet the cap in order to obtain a rental license. The official number of rentals per block is outlined in Table 1 of the ordinance. Applicants that are not allowed to obtain a single-family rental license because of the density limits, will be able to request an exemption. It will be up to the Council's sole discretion to grant the exemption requests. Granted exemptions will be able to obtain a temporary license for the span of one year. For situations lasting more than a year the applicant can re-apply for the temporary license but a property owner is only allowed to have a temporary license for no more than two years. Temporary licenses will still be required to meet all building health and safety standards. Single-family rental applications are distributed on a first come first serve basis.

This is a summary of Ordinance No. 1685. A copy of the entire text of the Ordinance is available for public inspection during regular office hours at City Hall, by standard or electronic mail, or at www.columbiaheightsmn.gov.

Attest:
Amada Márquez Simula, Mayor
Sara Ion, City Clerk/Council Secretary

Published in the
The Life
August 25, 2023
1336691