



ECONOMIC DEVELOPMENT AUTHORITY

City Hall—Council Chambers, 590 40th Ave NE

Monday, December 12, 2022

5:30 PM

AGENDA

ATTENDANCE INFORMATION FOR THE PUBLIC

Members of the public who wish to attend may do so in-person, by calling **1-312-626-6799** and entering meeting ID **823 5594 9531** or by Zoom at <https://us02web.zoom.us/j/82355949531>. For questions please call the Community Development Department at 763-706-3670.

CALL TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

- 1. Approve November 7, 2022 regular EDA Meeting Minutes.**
- 2. Façade Improvement Grant Application Edits.**
- 3. Approve Financial Reports and Payment of Bills of October 2022.
MOTION: Move to approve the Consent Agenda as presented.**

BUSINESS ITEMS

- 4. Resolution 2022-25, appropriating \$40,000 of existing fund balance for use in the 2022 budget of Economic Development Authority Administration Fund 204.
MOTION: Move to waive the reading of Resolution 2022-25, there being ample copies available to the public.
MOTION: Move to adopt Resolution 2022-25, being a resolution appropriating \$40,000 of existing fund balance for use in the 2022 budget of Economic Development Authority Administration Fund 204.**
- 5. Façade Improvement Grant Camera Installation Bid.
MOTION: Move to accept the proposal from Marco, in the amount of \$41,353.31, for the installation of security cameras and recording devices; and furthermore, to authorize the City Manager to enter into an agreement for the same.
MOTION: Move to accept the form and substance of the Business Licensing Agreement and to authorize the executive director to enter into said agreements with Tasty Chicken and Pizza, Matts's Automotive, Lowell's Auto Repair, Fridley Heights Cyclery, and VFW Post 230.**

PUBLIC HEARINGS

OTHER BUSINESS

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.



ECONOMIC DEVELOPMENT AUTHORITY
Public Safety Building—Training Room, 825 41st Ave NE
Monday, November 07, 2022
5:00 PM

MINUTES

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

CALL TO ORDER/ROLL CALL

Commissioners Present: Connie Buesgens, Gerry Herringer, KT Jacobs, Amáda Márquez Simula, John Murzyn Jr., Nick Novitsky, Marlaine Szurek

Staff Present: Kelli Bourgeois, City Manager; Aaron Chirpich, Community Development Director; Ben Sandell, Communications Coordinator; Mitchell Forney, Community Development Coordinator; Alicia Howe, Administrative Assistant

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

1. Approve the minutes of the special EDA Meeting of September 26, 2022
2. Approve financial reports and payment of bills of September 2022 – Resolution No. 2022-21

Herringer asked about the payment to Short Elliot Hendrickson regarding cell tower design and asked why it was a reoccurring payment.

Chirpich stated this is the final payment for engineering and design; the contractor was waiting to send the final invoice as the City was waiting on AT&T to remove the temporary tower.

Herringer asked what the total project cost was for the cell tower. Chirpich stated that it was 1.2 million dollars.

Motion by Jacobs, seconded by Novitsky, to approve the Consent Agenda as presented. All ayes of present. MOTION PASSED.

RESOLUTION NO. 2022-21

A RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY OF COLUMBIA HEIGHTS, MINNESOTA, APPROVING THE FINANCIAL STATEMENTS FOR THE MONTH OF SEPTEMBER 2022 AND THE PAYMENT OF THE BILLS FOR THE MONTH OF SEPTEMBER 2022.

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 month of September 2022 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, financials 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 a part of the permanent records of the Columbia Heights Economic Development Authority.

ORDER OF ECONOMIC DEVELOPMENT AUTHORITY

Passed this 7th day of November, 2022

Offered by: Jacobs
Seconded by: Novitsky
Roll Call: All ayes of present.

Marlaine Szurek, President

Attest:

Alicia Howe, Secretary

BUSINESS ITEMS

3. Façade Improvement Grant Report EDA, 11-7-22

Forney reported that for the third year in a row the Façade Improvement Grant program is being offered on a first come first serve basis. The program was announced on social media, email, and word of mouth from commissioners and Staff. Two applications were presented to the commission.

Accessory City LLC: Accessory City is located at 556 40th Avenue NE. The proposed project is to furnish and install a store front window on the first floor of the building. The owner has submitted two bids, and the lowest bid sets the project cost at \$6,235 which would allow the owner to access a grant amount of \$3,118.

Columbia Heights VFW Post 230: The VFW is located at 4446 Central Avenue NE, and the proposed project includes removal of their existing pylon sign, installing new footings, and installing a new 8-inch Schedule 40 pole with an 8' by 8' internally lit LED sign. The project is estimated to cost \$20,370, which would qualify the VFW for the full grant amount of \$5,000. The VFW received two quotes for what was supposed to be a reader board sign. After learning that it was not possible, they shifted to the sign that is now being proposed. Unfortunately, they have had difficulty getting a second quote on the new sign. It is important to note that the VFW had received a façade grant in 2020. The 2020 grant assisted with the remodeling of the east and northeast side of the building. In 2020, the VFW received the full grant amount of \$5,000. This is the first time that a business has received the full grant in the past and re-applied to the grant program. Staff would like to further discuss how the EDA would like to handle these situations.

Questions/Comments from Members:

Jacobs asked what the black box to the left of where the proposed window for Accessory City was in the applicant's photo. Chirpich stated he believed it was an advertising board.

Jacobs stated she was concerned about how the EDA was going to handle approval of businesses who already received a grant, and said it was setting a precedent if the commission would move forward. She also said there was a non-conforming clause for the VFW property and so if they add lighting to the new sign, then it steps outside of the parameters for the grandfathering of the sign.

Chirpich provided background on the history of the lighting of the sign but stated it's more a zoning issue rather than something that should be considered for the grant process itself, but said it was fair to discuss the impact.

Szurek said she thought if the pylon sign was replaced it needed to be changed to a monument sign. Chirpich stated that they would not need to, but if the property sat vacant for more than six months, then the use was no longer permitted, then they would need to comply with the current regulations.

Jacobs asked if this type of sign would be permitted elsewhere on Central Avenue that has the same zoning. Chirpich stated it would be allowed but under different conditions, the setback would be the biggest issue.

Jacobs further stated she believes that the pylon signs are not the type of signs the City wants on Central Avenue to bring back a “community feel”.

Szurek stated that when she was on the Planning Commission they were trying to change requirements to promote monument signs over pylon signs. Chirpich said he was aware of zoning changes related specifically to electronic reader board signs in the City’s history, but pylon signs are still allowed on Central Avenue so long as they do not include electronic reader boards.

Chirpich made note of the “rights” for this specific application from the VFW, first, regarding the replacement for the sign, and zoning, land use, and property rights, and secondly, allowing a second application.

Jacobs expressed concerns about them applying again.

Márquez Simula said that she didn’t think it was an issue for them to apply again as it’s an investment in their property in the City, which will help the appearance within the City. She further stated that if there is a new business then they should be chosen over a previous applicant if there are any limits on funds for that year.

Buesgens stated that the applicant may not have funds to do multiple projects at the same time so they are prioritizing their projects and that each case should be treated individually.

Chirpich said that in the facade program, it currently does not state a limit on the number of times that a business can apply.

Novitsky agreed about considering a second application and if a new business was applying versus a previous applicant.

Further discussion ensued regarding pylon signs within the City and the condition of many current signs.

Herringer said he believed a new VFW sign would be a good improvement.

Herringer asked if the new sign is going to be attached to the building. Murzyn Jr. explained the current condition of the sign and said that it is causing damage on the building because the sign pole was hit by a vehicle years ago and now the sign frame is leaning against the building. He stated that the new sign would be freestanding and not touching the building.

Chirpich stated that the question of whether improvements need to be attached to the building could be clarified in the application requirements for the future, but he believed that the proposed sign meets the intent of the program because the sign is permanent.

Motion by Buesgens, seconded by Novitsky, to waive the reading of Resolutions 2022-22 and 2022-23, there being ample copies available to the public. All ayes of present. MOTION PASSED.

Motion by Buesgens, seconded by Jacobs, to adopt Resolution 2022-22, a resolution approving the form and substance of the façade improvement grant agreement, and approving authority staff and officials to take all actions necessary to enter the authority into façade improvement grant agreements with the building owner of 556 40th Ave NE, Columbia Heights, MN 55421. All ayes of present. MOTION PASSED.

Motion by Buesgens, seconded by Jacobs, to adopt Resolution 2022-23, a resolution approving the form and substance of the façade improvement grant agreement, and approving authority staff and officials to take all actions necessary to enter the authority into façade improvement grant agreements with Columbia Heights VFW Post 230. A roll call vote was taken. 6 Ayes, 1 Abstention (Murzyn Jr. abstained). MOTION PASSED.

RESOLUTION NO. 2022-22

A RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY OF COLUMBIA HEIGHTS, MINNESOTA, APPROVING THE FORM AND SUBSTANCE OF THE FAÇADE IMPROVEMENT GRANT AGREEMENTS, AND APPROVING AUTHORITY STAFF AND OFFICIALS TO TAKE ALL ACTIONS NECESSARY TO ENTER THE AUTHORITY INTO THE FAÇADE IMPROVEMENT GRANT AGREEMENTS WITH THE OWNER OF 556 40TH AVE NE, COLUMBIA HEIGHTS, MN 55421.

WHEREAS, the City of Columbia Heights (the “City”) and the Columbia Heights Economic Development Authority (the “Authority”) have collaborated to create a certain Façade Improvement Grant Program (the “Program”); and

WHEREAS, pursuant to guidelines established for the Program, the Authority is to award and administer a series of grants to eligible commercial property owners and/or tenants for the purposes of revitalizing existing store fronts, increasing business vitality and economic performance, and decreasing criminal activity along Central Avenue Northeast, in the City’s Central Business district, pursuant to a Façade Improvement Grant Agreement with various property owners and/or tenants; and

WHEREAS, pursuant to the Program, the City is to coordinate a surveillance camera monitoring program by placing surveillance cameras on some of the storefronts that are part of the Program for the purposes of improving public safety in and around the Central Business District, thus requiring a license agreement in addition to the grant agreements (the “Grant Agreements”); and

WHEREAS, the Authority has thoroughly reviewed copies of the proposed forms of the Grant Agreements.

NOW, THEREFORE BE IT RESOLVED that, after appropriate examination and due consideration, the Authority 1. approves the form and substance of the Grant Agreements, and approves the Authority entering into the Grant Agreements with the owner of 556 40th Ave NE. 2. that the City Manager, as the Executive Director of the Authority, is hereby authorized, empowered and directed for and on behalf of the Authority to enter into the various Grant Agreements. 3. that the City Manager, as the Executive Director of the Authority, is hereby authorized and directed to execute and take such action as he/she deems necessary and appropriate to carry out the purpose of the foregoing resolution.

ORDER OF ECONOMIC DEVELOPMENT AUTHORITY

Passed this 7th day of November, 2022

Offered by: Buesgens
Seconded by: Jacobs
Roll Call: All ayes of present.

Marlaine Szurek, President

Attest:

Alicia Howe, Secretary

RESOLUTION NO. 2022-23

A RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY OF COLUMBIA HEIGHTS, MINNESOTA, APPROVING THE FORM AND SUBSTANCE OF THE FAÇADE IMPROVEMENT GRANT AGREEMENTS, AND APPROVING AUTHORITY STAFF AND OFFICIALS TO TAKE ALL ACTIONS NECESSARY TO ENTER THE AUTHORITY INTO FAÇADE IMPROVEMENT GRANT AGREEMENTS WITH VFW POST 230.

WHEREAS, the City of Columbia Heights (the “City”) and the Columbia Heights Economic Development Authority (the “Authority”) have collaborated to create a certain Façade Improvement Grant Program (the “Program”); and

WHEREAS, pursuant to guidelines established for the Program, the Authority is to award and administer a series of grants to eligible commercial property owners and/or tenants for the purposes of revitalizing existing store fronts, increasing business vitality and economic performance, and decreasing criminal activity along Central Avenue Northeast, in the City’s Central Business district, pursuant to a Façade Improvement Grant Agreement with various property owners and/or tenants; and

WHEREAS, pursuant to the Program, the City is to coordinate a surveillance camera monitoring program by placing surveillance cameras on some of the storefronts that are part of the Program for the purposes of improving public safety in and around the Central Business District, thus requiring a license agreement in addition to the grant agreements

(the “Grant Agreements”); and WHEREAS, the Authority has thoroughly reviewed copies of the proposed forms of the Grant Agreements.

NOW, THEREFORE BE IT RESOLVED that, after appropriate examination and due consideration, the Authority 1. approves the form and substance of the Grant Agreements, and approves the Authority entering into the Grant Agreements with VFW Post 230. 2. that the City Manager, as the Executive Director of the Authority, is hereby authorized, empowered and directed for and on behalf of the Authority to enter into the various Grant Agreements. 3. that the City Manager, as the Executive Director of the Authority, is hereby authorized and directed to execute and take such action as he/she deems necessary and appropriate to carry out the purpose of the foregoing resolution.

ORDER OF ECONOMIC DEVELOPMENT AUTHORITY

Passed this 7th day of November, 2022

Offered by: Buesgens

Seconded by: Jacobs

Roll Call: 6 Ayes, 1 Abstention (*Murzyn Jr. abstained*). **MOTION PASSED.**

Marlaine Szurek, President

Attest:

Alicia Howe, Secretary

4. Outstanding Business of the Year Award Creation

Forney reported that on October 11, 2022, the Communications Department approached Community Development Staff wanting to expand on the City’s recognition of local citizens and businesses. Ultimately, the Communications Department wanted to start an Outstanding Business of the Year Award. Staff is coming forward with a recommendation for the award criteria.

Mission: The purpose of the Outstanding Business of the Year Award is to recognize local businesses for noteworthy accomplishments, long-standing contributions to the community, and significant community service efforts.

Process: The Outstanding Business of the Year Award will follow a similar process and timeline as the Outstanding Citizen Award. Nominations will be opened on January 1st of each year and will be accepted until the last Wednesday in March. The nominations will then be compiled and brought to the EDA meeting in April. The EDA will review the nominees and vote on the business that is to be recognized. Recognition and the presentation of a plaque will occur at the second City Council meeting in April. This also allows Staff the necessary time to recognize the business in the summer newsletter.

Criteria: Nominated businesses will have to meet the criteria laid out in the nomination form. Staff kept the base criteria vague so that a wide variety of businesses could apply.

Staff believes that outside businesses should be able to be nominated. Columbia Heights is a very tight knit community that has businesses located in Hilltop and surrounding towns which contribute time and money to the community. Nominated businesses can receive the award for: 1) being a long-standing business within the City of Columbia Heights, reaching a milestone year, 2) having a major business expansion, remodel, exterior renovation, landscaping improvements, or relocation to a new facility within the City, 3) a major contribution to the community, or 4) other major accomplishments or contributions worthy of recognition. Only for-profit businesses will be allowed to be nominated, and Councilmembers and Staff will not be allowed to nominate a business to keep the process impartial. If the EDA receives no viable applicants for a given year, the EDA can choose to not select a winner.

Prizes: Similar to the Outstanding Citizen of the Year Award, the Outstanding Business of the Year will be recognized at a Council meeting and will be given a plaque to memorize the achievement. They will also receive free marketing at City events, on the City website, in the summer edition of the newsletter (both electronic and paper), and on the reader board signs outside of city hall and the liquor stores. Communications Coordinator Rotler is also exploring the option of having the business in the jamboree parade. Staff believes this is a great way to recognize local businesses while building relationships with those who are nominated. Implementing this award would bring very little cost to the EDA but would be a great recognition opportunity for the community.

Questions/Comments from Members:

Buesgens asked if a landlord would be considered a business. Forney said that a limited liability corporation could be considered.

Buesgens asked if sustainability improvements could be added to the criteria. Forney said it would fall under the criteria, but it could be highlighted further.

Jacobs asked if the library would be posting advertisement too. Forney said they will work with the library or if they cannot reach an agreement, they will pull it from the application information.

Rotler made note of how the City would advertise about the new recognition opportunity. He stated that there would be announcements in the newsletter leading up to the nomination period, they would also do social media posts, and put it on the website; they would also announce it at events.

Jacobs asked if it could be incorporated in the newspaper because it is something new. Rotler said he would make note of that recommendation.

Motion by Novitsky, seconded by Murzyn Jr., to create the Outstanding Business of the Year Award and approve the nomination form as presented. All ayes of present. MOTION PASSED.

OTHER BUSINESS

Chirpich reminded the commission that November 15, 2022, was the Ratio Open House at 4:30 pm.

ADJOURNMENT

Motion by Jacobs, seconded by Márquez Simula, to adjourn the meeting at 5:46 pm. All ayes. MOTION PASSED.

Respectfully submitted,



Alicia Howe, Administrative Assistant



AGENDA SECTION	BUSINESS ITEMS
MEETING DATE	12/12/2022

ITEM:	Façade Improvement Grant Application Edits	
DEPARTMENT:	Community Development	BY/DATE: Mitchell Forney, 12/12/22

BACKGROUND:

At the Last EDA meeting, the commission considered a project that included the replacement of a pylon sign at VFW Post 230. While the project still met the intent of the Façade Improvement Grant Program, commissioner Herringer pointed out that there was language in the application that may exclude these types of projects. This issue came about because the signage is not connected to the principal structure. Community development staff have brought forth an edited grant application that remedies the points made by commissioner Herringer and updates the application. All of the edits can be found on page 3.

RECOMMENDED MOTION(S):
MOTION: Move to approve the form and substance of the edits to the Façade Improvement Grant Application as presented.

ATTACHMENT(S):

- 1. 2022 Façade Improvement Grant Application

FACADE IMPROVEMENT GRANT PROGRAM

FOR OFFICE USE ONLY:

DATE RECEIVED:	AMOUNT REQUESTED:
DATE REVIEWED:	TAX ID NUMBER:

PROPERTY OWNER INFORMATION Check if Applicant

Name: _____ Year Purchased: _____
Address: _____
Telephone: _____ Email Address: _____

BUSINESS INFORMATION Check if Applicant

Business Name: _____
Primary Contact: _____
Address: _____
Telephone: _____ Email Address: _____
Type of Business: _____

Check the appropriate type of ownership:

- The business owns the property The business leases the property

PROPOSED IMPROVEMENTS

Describe the Storefront Façade Improvements:

Describe any other improvements, if applicable:

Estimated Cost of Improvements: _____

Have you engaged the services of a Contractor, Designer, or Architect: Yes No

Would you be able to complete the improvements this year: Yes No

Would you allow the placement of surveillance cameras on your property or business: Yes No

APPLICATION PROCESS

1. The following documents must accompany a completed application:

- a. Proof of property ownership or lease.
- b. Written consent from the property owner giving permission to conduct the façade improvements.
- c. Color photographs of existing storefront façade conditions.
- d. Two or more competitive proposals from contractors.
- e. Other supporting documentation deemed necessary by the Columbia Heights Economic Development Authority (the "EDA"), the Columbia Heights Police Department, or the Applicant.

2. Process after application submission:

- a. A meeting will take place to go over the submitted improvement proposal to discuss grant expectations and to address grant concerns.
- b. The grant recipient or its contractor must commence the improvements sixty (60) days after an approved Grant Agreement.
- c. After façade improvements are complete, the grant funds will be disbursed for reimbursement to the applicant after all of the following pieces of information have been submitted: Proof of Final Inspection by the Building Official or his or her designee, A copy of the Final Invoice Received from Contractor, Photographs of improvements, Proof of Payment to the Contractor (i.e. receipt, invoice, etc.)

APPLICANT ACKNOWLEDGEMENTS

1. The Applicant shall hold the EDA, its officers, consultants, attorneys, and agents harmless from any and all claims arising from or in connection with the Grant Program or its Application, including but not limited to, any legal or actual violations of any State or Federal laws.
2. The Applicant recognizes and agrees that the EDA retains absolute authority and discretion to decide whether or not to accept or deny any particular Grant Application, and that all expenditures, obligations, costs, fees, or liabilities incurred by the Applicant in connection with the Grant Application are incurred by the Applicant at its sole risk and expense.
3. The Applicant acknowledges that they have read the Façade Improvement Grant Program and Design Guidelines, and understands that if the proposal is approved, they will make the above referenced improvements to the property within the specific time allowed. Additionally, if identified by the Police Department that an Applicant qualifies for the installation of surveillance cameras, the Applicant shall be required to allow the City to place surveillance cameras on the front façade of certain buildings.

The undersigned, a duly authorized representative of the Applicant, hereby certifies that the foregoing information is true, correct, and complete as of the date hereof and agrees that the Applicant shall be bound by the terms and provisions herein.

APPLICANT'S SIGNATURE

DATE

PROPERTY OWNER'S SIGNATURE

DATE

PROGRAM OVERVIEW

In a collaborative effort with the Columbia Heights Police Department (the "CHPD"), the Columbia Heights Economic Development Authority (the "EDA") offers a Façade Improvement Grant Program (the "Grant Program"). The purpose of the Grant Program is to encourage businesses and commercial property owners to revitalize, rehabilitate, and restore exterior store fronts, but also for the CHPD to provide monitored surveillance in the City to reduce the incident rate of criminal activity, as well as increase business vitality and economic performance. The Grant Program reimburses businesses or commercial property owners for eligible improvements up to fifty percent (50%) of the total project cost; for a maximum reimbursement of \$5,000. Moreover, if determined by the CHPD that an exterior surveillance system is warranted, the EDA will install surveillance equipment to monitor adjacent businesses and properties, as well as parks and open spaces.

ELIGIBLE APPLICANTS

Applicants must be an owner of a commercial property, a commercial tenant with approval from the property owner(s), or a 501(c)(3) organization in the City of Columbia Heights (the "City") located along 37th Avenue NE, 37th Place NE, 40th Avenue NE, University Avenue NE, or Central Avenue NE. Applicants must be in good standing with the City, including but not limited to, legally operating with proper licensure; and current on property taxes, utility bills, and special assessments.

ELIGIBLE FAÇADE IMPROVEMENTS

Façade improvements must be visible from a public street, completed by a licensed contractor, and comply with one or more of the following eligible façade improvements:

- Architectural Improvements
- Canopy or Awning Installation or Repair
- Exterior lighting
- Exterior Painting, Re-siding, or Professional Cleaning
- Green Façade Improvement (i.e. Living Wall, ecofriendly [non-VOC] paint, reclaimed wood, etc.)
- Installation of New or Renovated **Attached** Signage (Excluding LED)
- Masonry Repairs or Tuck-pointing
- Replacement of Windows and Doors
- Restoration of Exterior Finishes and Materials
- Any other exterior façade improvement **physically attached to the primary structure** approved by the EDA

Please note: Labor costs of a contractor, including necessary design work are eligible costs for reimbursement through the Grant Program. Ineligible costs include, but are not limited to, new construction, interior renovations, repair or replacement of a roof, improvements to an alley façade, improvements started prior to receiving a signed grant agreement from the EDA, and any other improvements not listed above.

EXTERIOR SURVEILLANCE SYSTEM IMPROVEMENTS

The CHPD shall review all Grant Program applications submitted to determine if the installation of an exterior surveillance system is warranted. If it is determined that an exterior surveillance system is warranted, the applicant will then be required to enter into a Lease Agreement with the EDA. The Lease Agreement will allow

the EDA to (1) install security cameras on the exterior of the primary structure; (2) install recording equipment inside of the primary structure in a locked and secured location to prevent destruction or tampering; and (3) allow for annual maintenance inspections for a period of five (5) years. All surveillance system equipment shall be installed by a consultant selected by the EDA, and reviewed by the CHPD. Since specifications of the surveillance system equipment may vary based on desired coverage, configuration, and size of the commercial property, the following are minimum specifications to be installed:

Cameras:

- IP - Enabled
- Ability to operate in all resolutions up to HDTV 720p/ 1MP
- Ability to record thirty (30) frames per second
- Capable of recording optimal images in all lighting conditions
- Vandal-resistant
- Weather-proof in extreme temperatures from -40° to 131 °F

Network Video Recorder:

- Sufficient memory to retain data from all cameras for a period of fifteen (15) days
- Capacity to deliver thirty (30) frames per second, per camera
- Ability to produce a DVD-R copy of desired data

APPLICATION PROCESS

1. Applications will be open and accepted until annual allocation of funding is exhausted.
2. Grants will be awarded, and applicants will be notified via email correspondence. A Grant Agreement and if necessary a Lease Agreement for the exterior surveillance system must be approved and signed before commencement of any improvements. Please be sure to obtain all necessary Building Permits.
3. Upon being awarded, a meeting will be established to go over the submitted improvement plan to discuss grant expectations and to address grant concerns.
4. The grant recipient or its contractor must commence the improvements sixty (60) days after an approved Grant Agreement. The façade improvements must be completed within six (6) months after the issuance of the necessary Building Permits.
5. After façade improvements are complete, the grant funds will be disbursed for reimbursement to the applicant after all of the following pieces of information have been submitted:
 - a. Proof of Final Inspection by the Building Official
 - b. A Copy of the Final Invoice Received from the Contractor
 - c. Before and After Photographs
 - d. Proof of Payment to the Contractor (i.e. receipt, invoice, etc.)

ADDITIONAL INFORMATION

Required Application Materials:

- A complete application sent to the attention of the Columbia Heights Economic Development Authority at following location: **590 40th Ave NE, Columbia Heights, MN 55421**
- Clear and colored BEFORE photographs of exterior building
- A detailed improvement plan of new exterior façade improvements including design (sketches), color scheme, materials, project execution timeline, and overall budget for plan
- Proof of good standing with the City
- Submit 2 or more competitive proposal from licensed and bonded contractors. These proposals should give detailed information about the work to be done, the costs, and the project completion schedule. Any contractor that has submitted a competitive detailed estimate may be used. Contractors cannot be changed unless new proposals have been submitted and approved by the EDA.

DESIGN GUIDELINES

This Design Guidelines outline the standards, which must be followed when renovating buildings using a façade grant. These design guidelines take into consideration a building's historic significance in determining what would be appropriate treatment and the overall vision for the City. Architectural styles are diverse, from historic commercial or Mediterranean Revival to 20th century modern. The vision for the district is a commercial area that highlights the historical nature of Columbia Heights that stays in touch with dynamic changes of the City and is always pedestrian-friendly.

FAÇADE IMPROVEMENTS ENCOURAGED

Windows & Doors:

- Window and door openings shall comprise at least 30% of the area of the ground floor of the primary street façade
- No tinted windows, only clear glass
- Windows and doors free of clutter and obstructions, allowing clear views between the business and the street

Historical Preservation:

- Historic building repair or replacement should match current design of building
- Stay traditional to the character of the building
- Maintain similar color scheme

Structure & Materials:

- Use durable materials such as brick, stone, stucco, etc.
- The base (ground floor) should appear visually distinct from the upper stories of the building

Painting & Lighting:

- Unpainted brick stay unpainted, previously painted masonry may be painted
- Use of non-VOC paint encouraged
- No more than two principal colors (neutral or muted colors like browns, grays, dark blue) may be used on a façade or individual storefront
- Bright or primary colors should be used only as accents
- Spot or flood lighting to highlight the architectural detailing of a building should be inconspicuous and blend with the wall on which it is mounted
- Lighting recessed doorways is encouraged
- Energy saving light bulbs encouraged
- Light fixtures that complement the entire façade

Awnings/Signage:

- Attach awnings to the building at or below the lower edge of the sign band
- Awnings made of canvas and waterproof cloth designed to resist fading and tearing
- Colors that coordinate with the building and area

- Awning that's proportional to the building
- Awnings with thin profiles that do not obscure the building and storefront

Signs:

- Projecting/hanging signs: are double-sided and project from a building over the sidewalk
- Wall signs: are attached to the primary façade and best viewed looking straight at the building from across the street
- Are encouraged to be rectangular shaped
- Type fonts and colors that legible from a distance

FAÇADE IMPROVEMENTS PROHIBITED

- Covering, obscuring, or removing cornices, trim, or other architectural details
- Alterations that have no historical basis for historical buildings
- Covering brick or stone with vinyl, aluminum, or wood siding
- Sandblasting brick, which removes a protective exterior
- Reducing existing window size to accept standard residential window sizes
- Replacing windows with wall surface, wood, metal, or other materials
- Rigid materials like aluminum, vinyl, fiberglass, asphalt, or plastics that are sensitive to weather conditions
- No lights should move, flash or make noise
- Signs that are: blocking storefront windows, too large, small font making it difficult to read, using banners as permanent signage

A RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY OF COLUMBIA HEIGHTS, MINNESOTA, APPROVING THE FINANCIAL STATEMENT FOR THE MONTH OF OCTOBER 2022, AND THE PAYMENT OF THE BILLS FOR THE MONTH OF OCTOBER 2022.

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 statement for the month of October 2022 has been reviewed by the EDA Commission; and

WHEREAS, the EDA has examined the financial statement and finds it 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 statement including the check history, and they are found to be correct, as to form and content; and

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

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

ORDER OF ECONOMIC DEVELOPMENT AUTHORITY

Passed this 12th day of December, 2022

Offered by:

Seconded by:

Roll Call:

Marlaine Szurek, President

Attest:

Alicia Howe, Secretary

INVOICE GL DISTRIBUTION REPORT FOR CITY OF COLUMBIA HEIGHTS
 EXP CHECK RUN DATES 10/01/2022 - 10/31/2022
 BOTH JOURNALIZED AND UNJOURNALIZED
 PAID

Item 3.

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Check 192478 204.6314.43250	091522 934571297 COMM DEV ADMIN	COMCAST	09/15/22	155393055	19.44
			Total For Check 192478		19.44
Check 192499 408.6414.44600	FACADE GRANT REIMBURSEMENT 2022	LOWELL'S AUTO REPAIR	09/07/22	2022	5,000.00
			Total For Check 192499		5,000.00
Check 192500 420.6317.43050.1915	CAMERA INSTALL VAN BUREN RAMP-FI	MARCO, INC	08/30/22	INV10300005	6,411.52
			Total For Check 192500		6,411.52
Check 192516 204.6314.43210	092622 10013121 PHONE COMMDEV AD	POPP.COM INC	09/26/22	992751027	30.36
			Total For Check 192516		30.36
Check 192527 204.6314.43050	EDA MEETING 090622	TIMESAVER OFF SITE SECRETF	09/14/22	M27604	154.00
			Total For Check 192527		154.00
Check 192528 420.6317.44000.1915	ELEVATOR VANBUREN RAMP 1ST HALF	TK ELEVATOR CORPORATION	09/07/22	1000459922	72,169.50
			Total For Check 192528		72,169.50
Check 192642 204.6314.44380	EDA MEETINGS 070522 & 090622	HERRINGER/GERRY	10/14/22	101422	70.00
			Total For Check 192642		70.00
Check 192661 408.6414.43050	DEMOLITION OF 3841 CENTRAL AVE	NITTI ROLLOFF SERVICES INC	09/23/22	53136	22,450.00
			Total For Check 192661		22,450.00
Check 192667 204.6314.43210	093022 -10010429 COM DEV ADMINI	POPP.COM INC	09/30/22	992752303	12.73
			Total For Check 192667		12.73
Check 192683 204.6314.44380	EDA MEETINGS 070522 & 090622	SZUREK/MARLAINE	10/14/22	101422	70.00
			Total For Check 192683		70.00
Check 192712 204.6314.43050	ENERGY AUDIT COST SHARE REIMBURS	CENTER FOR ENERGY & ENVIRC	10/19/22	21646	185.00
			Total For Check 192712		185.00
Check 192717 204.6314.43250	101522 934571297 COMM DEV ADMIN	COMCAST	10/15/22	157570435	19.44
			Total For Check 192717		19.44
Check 192784 204.6314.43050	EDA MEETING 092622	TIMESAVER OFF SITE SECRETF	10/14/22	M27679	160.50
			Total For Check 192784		160.50
Check 192792 228.6317.43810	ELECTRIC	XCEL ENERGY (N S P)	10/06/22	0994552992	7
			Total For Check 192792		7

11/14/2022 02:31 PM
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DB: Columbia Heights

INVOICE GL DISTRIBUTION REPORT FOR CITY OF COLUMBIA HEIGHTS
EXP CHECK RUN DATES 10/01/2022 - 10/31/2022
BOTH JOURNALIZED AND UNJOURNALIZED
PAID

Item 3.

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF COLUMBIA HEIGHTS
 EXP CHECK RUN DATES 10/01/2022 - 10/31/2022
 BOTH JOURNALIZED AND UNJOURNALIZED
 PAID

Item 3.

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
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Fund Totals:

Fund 204	EDA ADMINISTRATION	721.47
Fund 228	DOWNTOWN PARKING	762.36
Fund 408	EDA REDEVELOPMENT PROJE	27,450.00
Fund 420	CAP IMPROVEMENT-DEVELOP	78,581.02

Total For All Funds:	107,514.85
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--- TOTALS BY GL DISTRIBUTION ---

204.6314.43050	ENERGY AUDIT COST SHARE REIMBURS	499.50
204.6314.43210	093022 -10010429 COM DEV ADMINI:	43.09
204.6314.43250	101522 934571297 COMM DEV ADMIN	38.88
204.6314.44380	EDA MEETINGS 070522 & 090622	140.00
228.6317.43810	ELECTRIC	762.36
408.6414.43050	DEMOLITION OF 3841 CENTRAL AVE	22,450.00
408.6414.44600	FACADE GRANT REIMBURSEMENT 2022	5,000.00
420.6317.43050.1915	CAMERA INSTALL VAN BUREN RAMP-FII	6,411.52
420.6317.44000.1915	ELEVATOR VANBUREN RAMP 1ST HALF	72,169.50

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 10/31/2021

Item 3.

GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 10/31/21	YTD BALANCE 10/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 202 - ANOKA CO COMM DEV PROGRAMS							
Expenditures							
Dept 6355 - ANOKA CO HRA LEVY PROJECTS							
OTHER SERVICES & CHARGES							
202.6355.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	7,006.00	(7,006.00)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	7,006.00	(7,006.00)	100.00
Total Dept 6355 - ANOKA CO HRA LEVY PROJECTS		0.00	0.00	0.00	7,006.00	(7,006.00)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	7,006.00	(7,006.00)	100.00
Fund 202 - ANOKA CO COMM DEV PROGRAMS:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	7,006.00	(7,006.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	(7,006.00)	7,006.00	100.00

Item 3.

PERIOD ENDING 10/31/2021

GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 10/31/21	YTD BALANCE 10/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 204 - EDA ADMINISTRATION							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
TAXES							
204.0000.31011	EDA CURRENT AD VALOREM	179,000.00	0.00	0.00	100,753.38	78,246.62	56.29
204.0000.31014	AREA WIDE TAX	76,500.00	0.00	0.00	31,151.68	45,348.32	40.72
204.0000.31020	DELNQ. AD VALOREM	0.00	0.00	0.00	2,121.25	(2,121.25)	100.00
	TAXES	255,500.00	0.00	0.00	134,026.31	121,473.69	52.46
CHARGES FOR SERVICES							
204.0000.34112	ADMINISTRATIVE FEES	0.00	0.00	0.00	30.00	(30.00)	100.00
204.0000.34113	DEVELOPER FEES	0.00	0.00	0.00	2,000.00	(2,000.00)	100.00
	CHARGES FOR SERVICES	0.00	0.00	0.00	2,030.00	(2,030.00)	100.00
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Total Dept 0000 - NON-DEPARTMENTAL		255,500.00	0.00	0.00	136,056.31	119,443.69	53.25
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TOTAL REVENUES		255,500.00	0.00	0.00	136,056.31	119,443.69	53.25
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Expenditures							
Dept 6314 - ECONOMIC DEVELOPMENT AUTH							
OTHER SERVICES & CHARGES							
204.6314.43050	EXPERT & PROFESSIONAL SERV.	6,000.00	0.00	918.79	36,669.86	(30,669.86)	611.16
204.6314.43105	TRAINING & EDUCATION ACTIVITIES	1,000.00	0.00	0.00	114.15	885.85	11.42
204.6314.43210	TELEPHONE	700.00	0.00	128.62	668.07	31.93	95.44
204.6314.43220	POSTAGE	600.00	0.00	0.00	564.24	35.76	94.04
204.6314.43250	OTHER TELECOMMUNICATIONS	250.00	0.00	13.00	165.56	84.44	66.22
204.6314.43310	LOCAL TRAVEL EXPENSE	200.00	0.00	0.00	0.00	200.00	0.00
204.6314.43500	LEGAL NOTICE PUBLISHING	500.00	0.00	0.00	0.00	500.00	0.00
204.6314.43600	PROP & LIAB INSURANCE	3,200.00	0.00	266.67	2,666.70	533.30	83.33
204.6314.44000	REPAIR & MAINT. SERVICES	0.00	0.00	20.84	411.80	(411.80)	100.00
204.6314.44040	INFORMATION SYS:INTERNAL SVC	7,500.00	0.00	0.00	0.00	7,500.00	0.00
204.6314.44330	SUBSCRIPTION, MEMBERSHIP	750.00	0.00	0.00	0.00	750.00	0.00
204.6314.44380	COMMISSION & BOARDS	1,100.00	0.00	0.00	350.00	750.00	31.82
	OTHER SERVICES & CHARGES	21,800.00	0.00	1,347.92	41,610.38	(19,810.38)	190.87
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PERSONNEL SERVICES							
204.6314.41000	ACCRUED SALARIES	0.00	0.00	(3,585.38)	0.00	0.00	0.00
204.6314.41010	REGULAR EMPLOYEES	160,300.00	0.00	11,895.74	97,826.30	62,473.70	61.03
204.6314.41210	P.E.R.A. CONTRIBUTION	12,000.00	0.00	892.20	7,471.32	4,528.68	62.26
204.6314.41220	F.I.C.A. CONTRIBUTION	12,300.00	0.00	926.80	8,507.72	3,792.28	69.17
204.6314.41300	INSURANCE	23,700.00	0.00	859.46	18,602.42	5,097.58	78.49
204.6314.41510	WORKERS COMP INSURANCE PREM	1,300.00	0.00	40.56	552.58	747.42	42.51
	PERSONNEL SERVICES	209,600.00	0.00	11,029.38	132,960.34	76,639.66	63.44
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SUPPLIES							
204.6314.42000	OFFICE SUPPLIES	1,000.00	0.00	0.00	0.00	1,000.00	0.00
204.6314.42010	MINOR EQUIPMENT	500.00	0.00	0.00	0.00	500.00	0.00
204.6314.42011	END USER DEVICES	1,500.00	0.00	0.00	157.94	1,342.06	10.53
204.6314.42171	GENERAL SUPPLIES	100.00	0.00	0.00	0.00	100.00	0.00
204.6314.42175	FOOD SUPPLIES	100.00	0.00	0.00	0.00	100.00	0.00
	SUPPLIES	3,200.00	0.00	0.00	157.94	3,042.06	

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 10/31/2021

Item 3.

GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 10/31/21	YTD BALANCE 10/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 204 - EDA ADMINISTRATION							
Expenditures							
CONTINGENCIES & TRANSFERS							
204.6314.47100	OPER. TRANSFER OUT - LABOR	20,025.00	0.00	1,668.75	16,687.50	3,337.50	83.33
	CONTINGENCIES & TRANSFERS	20,025.00	0.00	1,668.75	16,687.50	3,337.50	83.33
Total Dept 6314 - ECONOMIC DEVELOPMENT AUTH		254,625.00	0.00	14,046.05	191,416.16	63,208.84	75.18
TOTAL EXPENDITURES		254,625.00	0.00	14,046.05	191,416.16	63,208.84	75.18
Fund 204 - EDA ADMINISTRATION:							
TOTAL REVENUES		255,500.00	0.00	0.00	136,056.31	119,443.69	53.25
TOTAL EXPENDITURES		254,625.00	0.00	14,046.05	191,416.16	63,208.84	75.18
NET OF REVENUES & EXPENDITURES		875.00	0.00	(14,046.05)	(55,359.85)	56,234.85	6,326.84

Item 3.

PERIOD ENDING 10/31/2021

GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 10/31/21	YTD BALANCE 10/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 228 - DOWNTOWN PARKING							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
MISCELLANEOUS							
228.0000.36225	NONDWELLING RENTS	31,200.00	0.00	2,600.00	26,000.00	5,200.00	83.33
MISCELLANEOUS		31,200.00	0.00	2,600.00	26,000.00	5,200.00	83.33
TRANSFERS & NON-REV RECEIPTS							
228.0000.39247	TRANSFER IN-SPECIAL PROJ REV	25,000.00	0.00	2,083.33	20,833.30	4,166.70	83.33
TRANSFERS & NON-REV RECEIPTS		25,000.00	0.00	2,083.33	20,833.30	4,166.70	83.33
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Total Dept 0000 - NON-DEPARTMENTAL		56,200.00	0.00	4,683.33	46,833.30	9,366.70	83.33
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TOTAL REVENUES		56,200.00	0.00	4,683.33	46,833.30	9,366.70	83.33
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Expenditures							
Dept 6317 - DOWNTOWN PARKING							
OTHER SERVICES & CHARGES							
228.6317.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	3,718.20	(3,718.20)	100.00
228.6317.43600	PROP & LIAB INSURANCE	7,300.00	0.00	608.33	6,083.30	1,216.70	83.33
228.6317.43800	UTILITY SERVICES	0.00	0.00	187.67	187.67	(187.67)	100.00
228.6317.43810	ELECTRIC	12,000.00	0.00	857.99	9,615.95	2,384.05	80.13
228.6317.43820	WATER	750.00	0.00	0.00	115.09	634.91	15.35
228.6317.43850	SEWER	0.00	0.00	0.00	1,073.91	(1,073.91)	100.00
228.6317.44000	REPAIR & MAINT. SERVICES	36,150.00	0.00	1,342.50	12,941.09	23,208.91	35.80
228.6317.44020	BLDG MAINT CONTRACTUAL SERVICES	0.00	0.00	0.00	1,932.00	(1,932.00)	100.00
OTHER SERVICES & CHARGES		56,200.00	0.00	2,996.49	35,667.21	20,532.79	63.46
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SUPPLIES							
228.6317.42171	GENERAL SUPPLIES	0.00	0.00	233.95	233.95	(233.95)	100.00
SUPPLIES		0.00	0.00	233.95	233.95	(233.95)	100.00
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Total Dept 6317 - DOWNTOWN PARKING		56,200.00	0.00	3,230.44	35,901.16	20,298.84	63.88
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TOTAL EXPENDITURES		56,200.00	0.00	3,230.44	35,901.16	20,298.84	63.88
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Fund 228 - DOWNTOWN PARKING:							
TOTAL REVENUES		56,200.00	0.00	4,683.33	46,833.30	9,366.70	83.33
TOTAL EXPENDITURES		56,200.00	0.00	3,230.44	35,901.16	20,298.84	63.88
NET OF REVENUES & EXPENDITURES		0.00	0.00	1,452.89	10,932.14	(10,932.14)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 10/31/2021

Item 3.

GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 10/31/21	YTD BALANCE 10/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 371 - TIF T4: KMART/CENTRAL AVE							
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
371.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	3,000.00	3,000.00	(3,000.00)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	3,000.00	3,000.00	(3,000.00)	100.00
Total Dept 7000 - BONDS		0.00	0.00	3,000.00	3,000.00	(3,000.00)	100.00
TOTAL EXPENDITURES		0.00	0.00	3,000.00	3,000.00	(3,000.00)	100.00
Fund 371 - TIF T4: KMART/CENTRAL AVE:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	3,000.00	3,000.00	(3,000.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(3,000.00)	(3,000.00)	3,000.00	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 10/31/2021

Item 3.

GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 10/31/21	YTD BALANCE 10/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 372 - HUSET PARK AREA TIF (T6)							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
TAXES							
372.0000.31010	CURRENT AD VALOREM	192,300.00	0.00	0.00	374,051.46	(181,751.46)	194.51
372.0000.31020	DELNQ. AD VALOREM	0.00	0.00	0.00	1,387.61	(1,387.61)	100.00
TAXES		192,300.00	0.00	0.00	375,439.07	(183,139.07)	195.24
MISCELLANEOUS							
372.0000.36210	INTEREST ON INVESTMENTS	1,000.00	0.00	0.00	0.00	1,000.00	0.00
MISCELLANEOUS		1,000.00	0.00	0.00	0.00	1,000.00	0.00
Total Dept 0000 - NON-DEPARTMENTAL							
		193,300.00	0.00	0.00	375,439.07	(182,139.07)	194.23
TOTAL REVENUES							
		193,300.00	0.00	0.00	375,439.07	(182,139.07)	194.23
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
372.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	8,151.38	(8,151.38)	100.00
372.7000.43500	LEGAL NOTICE PUBLISHING	0.00	0.00	0.00	77.63	(77.63)	100.00
372.7000.44600	LOANS & GRANTS	0.00	0.00	0.00	335,390.74	(335,390.74)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	343,619.75	(343,619.75)	100.00
CAPITAL OUTLAY							
372.7000.46010	PRINCIPAL	130,000.00	0.00	0.00	130,000.00	0.00	100.00
372.7000.46110	INTEREST	59,800.00	0.00	0.00	59,747.50	52.50	99.91
372.7000.46200	FISCAL AGENT CHARGES	1,200.00	0.00	0.00	475.00	725.00	39.58
372.7000.46210	MISCELLANEOUS FISCAL CHARGES	0.00	0.00	0.00	500.00	(500.00)	100.00
CAPITAL OUTLAY		191,000.00	0.00	0.00	190,722.50	277.50	99.85
Total Dept 7000 - BONDS							
		191,000.00	0.00	0.00	534,342.25	(343,342.25)	279.76
TOTAL EXPENDITURES							
		191,000.00	0.00	0.00	534,342.25	(343,342.25)	279.76
Fund 372 - HUSET PARK AREA TIF (T6):							
TOTAL REVENUES		193,300.00	0.00	0.00	375,439.07	(182,139.07)	194.23
TOTAL EXPENDITURES		191,000.00	0.00	0.00	534,342.25	(343,342.25)	279.76
NET OF REVENUES & EXPENDITURES		2,300.00	0.00	0.00	(158,903.18)	161,203.18	6,908.83

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 10/31/2021

Item 3.

GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 10/31/21	YTD BALANCE 10/31/2021	UNENCUMBERED BALANCE	% BGD USED
Fund 374 - TIF Z2: CENTRAL VALU CENTER							
Expenditures							
Dept 6412 - 43RD & CENTRAL: HYVEE							
OTHER SERVICES & CHARGES							
374.6412.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	1,177.41	(1,177.41)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	1,177.41	(1,177.41)	100.00
Total Dept 6412 - 43RD & CENTRAL: HYVEE		0.00	0.00	0.00	1,177.41	(1,177.41)	100.00
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
374.7000.43500	LEGAL NOTICE PUBLISHING	0.00	0.00	0.00	25.88	(25.88)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	25.88	(25.88)	100.00
Total Dept 7000 - BONDS		0.00	0.00	0.00	25.88	(25.88)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	1,203.29	(1,203.29)	100.00
Fund 374 - TIF Z2: CENTRAL VALU CENTER:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	1,203.29	(1,203.29)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	(1,203.29)	1,203.29	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 10/31/2021

Item 3.

GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 10/31/21	YTD BALANCE 10/31/2021	UNENCUMBERED BALANCE	% BGD USED
Fund 375 - TIF Z6: 47TH & GRAND							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
TAXES							
375.0000.31010	CURRENT AD VALOREM	0.00	0.00	0.00	128,477.73	(128,477.73)	100.00
TAXES		0.00	0.00	0.00	128,477.73	(128,477.73)	100.00
Total Dept 0000 - NON-DEPARTMENTAL		0.00	0.00	0.00	128,477.73	(128,477.73)	100.00
TOTAL REVENUES		0.00	0.00	0.00	128,477.73	(128,477.73)	100.00
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
375.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	1,208.61	(1,208.61)	100.00
375.7000.43500	LEGAL NOTICE PUBLISHING	0.00	0.00	0.00	25.88	(25.88)	100.00
375.7000.44600	LOANS & GRANTS	0.00	0.00	0.00	104,786.30	(104,786.30)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	106,020.79	(106,020.79)	100.00
Total Dept 7000 - BONDS		0.00	0.00	0.00	106,020.79	(106,020.79)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	106,020.79	(106,020.79)	100.00
Fund 375 - TIF Z6: 47TH & GRAND:							
TOTAL REVENUES		0.00	0.00	0.00	128,477.73	(128,477.73)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	106,020.79	(106,020.79)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	22,456.94	(22,456.94)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 10/31/2021

Item 3.

GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 10/31/21	YTD BALANCE 10/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 376 - TIF DISTRICTS A3/C7/C8							
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
376.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	1,124.62	(1,124.62)	100.00
376.7000.43500	LEGAL NOTICE PUBLISHING	0.00	0.00	0.00	25.88	(25.88)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	1,150.50	(1,150.50)	100.00
Total Dept 7000 - BONDS		0.00	0.00	0.00	1,150.50	(1,150.50)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	1,150.50	(1,150.50)	100.00
Fund 376 - TIF DISTRICTS A3/C7/C8:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	1,150.50	(1,150.50)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	(1,150.50)	1,150.50	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 10/31/2021

Item 3.

GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 10/31/21	YTD BALANCE 10/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 389 - TIF R8 CRESTV/TRANSITION BLK							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
TAXES							
389.0000.31010	CURRENT AD VALOREM	0.00	0.00	0.00	31,556.59	(31,556.59)	100.00
TAXES		0.00	0.00	0.00	31,556.59	(31,556.59)	100.00
Total Dept 0000 - NON-DEPARTMENTAL		0.00	0.00	0.00	31,556.59	(31,556.59)	100.00
TOTAL REVENUES		0.00	0.00	0.00	31,556.59	(31,556.59)	100.00
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
389.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	1,432.56	(1,432.56)	100.00
389.7000.43500	LEGAL NOTICE PUBLISHING	0.00	0.00	0.00	25.88	(25.88)	100.00
389.7000.44600	LOANS & GRANTS	0.00	0.00	0.00	26,451.00	(26,451.00)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	27,909.44	(27,909.44)	100.00
Total Dept 7000 - BONDS		0.00	0.00	0.00	27,909.44	(27,909.44)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	27,909.44	(27,909.44)	100.00
Fund 389 - TIF R8 CRESTV/TRANSITION BLK:							
TOTAL REVENUES		0.00	0.00	0.00	31,556.59	(31,556.59)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	27,909.44	(27,909.44)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	3,647.15	(3,647.15)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 10/31/2021

Item 3.

GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 10/31/21	YTD BALANCE 10/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 391 - SCATTERED SITE TIF W3/W4							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
TAXES							
391.0000.31010	CURRENT AD VALOREM	0.00	0.00	0.00	21,883.98	(21,883.98)	100.00
	TAXES	0.00	0.00	0.00	21,883.98	(21,883.98)	100.00
Total Dept 0000 - NON-DEPARTMENTAL		0.00	0.00	0.00	21,883.98	(21,883.98)	100.00
TOTAL REVENUES		0.00	0.00	0.00	21,883.98	(21,883.98)	100.00
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
391.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	1,867.74	(1,867.74)	100.00
391.7000.43500	LEGAL NOTICE PUBLISHING	0.00	0.00	0.00	51.72	(51.72)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	1,919.46	(1,919.46)	100.00
Total Dept 7000 - BONDS		0.00	0.00	0.00	1,919.46	(1,919.46)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	1,919.46	(1,919.46)	100.00
Fund 391 - SCATTERED SITE TIF W3/W4:							
TOTAL REVENUES		0.00	0.00	0.00	21,883.98	(21,883.98)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	1,919.46	(1,919.46)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	19,964.52	(19,964.52)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 10/31/2021

Item 3.

GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 10/31/21	YTD BALANCE 10/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 392 - TIF BB2 ALATUS 40TH AV							
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
392.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	1,370.91	(1,370.91)	100.00
392.7000.43500	LEGAL NOTICE PUBLISHING	0.00	0.00	0.00	25.88	(25.88)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	1,396.79	(1,396.79)	100.00
Total Dept 7000 - BONDS		0.00	0.00	0.00	1,396.79	(1,396.79)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	1,396.79	(1,396.79)	100.00
Fund 392 - TIF BB2 ALATUS 40TH AV:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	1,396.79	(1,396.79)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	(1,396.79)	1,396.79	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 10/31/2021

Item 3.

GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 10/31/21	YTD BALANCE 10/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 393 - BB6 IF ALATUS 4300 CENTRAL							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
TRANSFERS & NON-REV RECEIPTS							
393.0000.39310	BOND PROCEEDS	0.00	0.00	0.00	5,935,000.00	(5,935,000.00)	100.00
TRANSFERS & NON-REV RECEIPTS		0.00	0.00	0.00	5,935,000.00	(5,935,000.00)	100.00
Total Dept 0000 - NON-DEPARTMENTAL		0.00	0.00	0.00	5,935,000.00	(5,935,000.00)	100.00
TOTAL REVENUES		0.00	0.00	0.00	5,935,000.00	(5,935,000.00)	100.00
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
393.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	1,094.50	(1,094.50)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	1,094.50	(1,094.50)	100.00
CAPITAL OUTLAY							
393.7000.46210	MISCELLANEOUS FISCAL CHARGES	0.00	0.00	0.00	76,484.65	(76,484.65)	100.00
CAPITAL OUTLAY		0.00	0.00	0.00	76,484.65	(76,484.65)	100.00
Total Dept 7000 - BONDS		0.00	0.00	0.00	77,579.15	(77,579.15)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	77,579.15	(77,579.15)	100.00
Fund 393 - BB6 IF ALATUS 4300 CENTRAL:							
TOTAL REVENUES		0.00	0.00	0.00	5,935,000.00	(5,935,000.00)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	77,579.15	(77,579.15)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	5,857,420.85	(5,857,420.85)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
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Item 3.

GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 10/31/21	YTD BALANCE 10/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 408 - EDA REDEVELOPMENT PROJECT FD							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
TAXES							
408.0000.31012	HRA CURRENT AD VALOREM	175,000.00	0.00	0.00	96,226.80	78,773.20	54.99
408.0000.31014	AREA WIDE TAX	75,000.00	0.00	0.00	31,287.11	43,712.89	41.72
408.0000.31020	DELNQ. AD VALOREM	0.00	0.00	0.00	1,913.24	(1,913.24)	100.00
TAXES		250,000.00	0.00	0.00	129,427.15	120,572.85	51.77
MISCELLANEOUS							
408.0000.36290	OTHER MISC. REVENUE	0.00	0.00	0.00	1,243.29	(1,243.29)	100.00
MISCELLANEOUS		0.00	0.00	0.00	1,243.29	(1,243.29)	100.00
Total Dept 0000 - NON-DEPARTMENTAL							
		250,000.00	0.00	0.00	130,670.44	119,329.56	52.27
TOTAL REVENUES							
		250,000.00	0.00	0.00	130,670.44	119,329.56	52.27
Expenditures							
Dept 6314 - ECONOMIC DEVELOPMENT AUTH							
OTHER SERVICES & CHARGES							
408.6314.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	2,880.00	(2,880.00)	100.00
408.6314.44300	MISC. CHARGES	0.00	0.00	0.00	84,280.25	(84,280.25)	100.00
408.6314.44600	LOANS & GRANTS	0.00	0.00	0.00	5,000.00	(5,000.00)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	92,160.25	(92,160.25)	100.00
Total Dept 6314 - ECONOMIC DEVELOPMENT AUTH							
		0.00	0.00	0.00	92,160.25	(92,160.25)	100.00
Dept 6414 - COMMERCIAL REVITALIZATION							
OTHER SERVICES & CHARGES							
408.6414.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	194.49	32,396.19	(32,396.19)	100.00
408.6414.43810	ELECTRIC	0.00	0.00	12.01	224.79	(224.79)	100.00
408.6414.43820	WATER	0.00	0.00	162.82	162.82	(162.82)	100.00
408.6414.43830	GAS	0.00	0.00	8.51	496.55	(496.55)	100.00
408.6414.44600	LOANS & GRANTS	50,000.00	0.00	0.00	0.00	50,000.00	0.00
OTHER SERVICES & CHARGES		50,000.00	0.00	377.83	33,280.35	16,719.65	66.56
PERSONNEL SERVICES							
408.6414.41010	REGULAR EMPLOYEES	0.00	0.00	0.00	1,135.85	(1,135.85)	100.00
408.6414.41210	P.E.R.A. CONTRIBUTION	0.00	0.00	0.00	85.18	(85.18)	100.00
408.6414.41220	F.I.C.A. CONTRIBUTION	0.00	0.00	0.00	83.76	(83.76)	100.00
408.6414.41300	INSURANCE	0.00	0.00	0.00	221.41	(221.41)	100.00
408.6414.41510	WORKERS COMP INSURANCE PREM	0.00	0.00	0.00	33.28	(33.28)	100.00
PERSONNEL SERVICES		0.00	0.00	0.00	1,559.48	(1,559.48)	100.00
CAPITAL OUTLAY							
408.6414.45110	LAND	200,000.00	0.00	0.00	228,893.86	(28,893.86)	114.45
CAPITAL OUTLAY		200,000.00	0.00	0.00	228,893.86	(28,893.86)	114.45

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 10/31/2021

Item 3.

GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 10/31/21	YTD BALANCE 10/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 408 - EDA REDEVELOPMENT PROJECT FD							
Expenditures							
Total Dept 6414 - COMMERCIAL REVITALIZATION		250,000.00	0.00	377.83	263,733.69	(13,733.69)	105.49
Dept 6416 - 3989 CENTRAL AVE							
OTHER SERVICES & CHARGES							
408.6416.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	10,498.10	(10,498.10)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	10,498.10	(10,498.10)	100.00
Total Dept 6416 - 3989 CENTRAL AVE		0.00	0.00	0.00	10,498.10	(10,498.10)	100.00
Dept 9999 - CONSTRUCTION							
OTHER SERVICES & CHARGES							
408.9999.43050.2014	EXPERT & PROFESSIONAL SERV.	0.00	4,575.75	0.00	267,674.25	(272,250.00)	100.00
408.9999.43310.2011	LOCAL TRAVEL EXPENSE	0.00	0.00	0.00	22.00	(22.00)	100.00
408.9999.43500.2014	LEGAL NOTICE PUBLISHING	0.00	0.00	0.00	311.35	(311.35)	100.00
408.9999.44100.2014	RENTS & LEASES	0.00	0.00	0.00	175.00	(175.00)	100.00
OTHER SERVICES & CHARGES		0.00	4,575.75	0.00	268,182.60	(272,758.35)	100.00
SUPPLIES							
408.9999.42160.2014	MAINT & CONSTRUCTION MATERIALS	0.00	0.00	1,031.87	1,031.87	(1,031.87)	100.00
408.9999.42171.2014	GENERAL SUPPLIES	0.00	0.00	9.89	9.89	(9.89)	100.00
SUPPLIES		0.00	0.00	1,041.76	1,041.76	(1,041.76)	100.00
Total Dept 9999 - CONSTRUCTION		0.00	4,575.75	1,041.76	269,224.36	(273,800.11)	100.00
TOTAL EXPENDITURES		250,000.00	4,575.75	1,419.59	635,616.40	(390,192.15)	256.08
Fund 408 - EDA REDEVELOPMENT PROJECT FD:							
TOTAL REVENUES		250,000.00	0.00	0.00	130,670.44	119,329.56	52.27
TOTAL EXPENDITURES		250,000.00	4,575.75	1,419.59	635,616.40	(390,192.15)	256.08
NET OF REVENUES & EXPENDITURES		0.00	(4,575.75)	(1,419.59)	(504,945.96)	509,521.71	100.00

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GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 10/31/21	YTD BALANCE 10/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 420 - CAP IMPROVEMENT-DEVELOPMENT							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
MISCELLANEOUS							
420.0000.36216	LOAN INTEREST	0.00	0.00	0.00	323.71	(323.71)	100.00
MISCELLANEOUS		0.00	0.00	0.00	323.71	(323.71)	100.00
Total Dept 0000 - NON-DEPARTMENTAL		0.00	0.00	0.00	323.71	(323.71)	100.00
TOTAL REVENUES		0.00	0.00	0.00	323.71	(323.71)	100.00
Fund 420 - CAP IMPROVEMENT-DEVELOPMENT:							
TOTAL REVENUES		0.00	0.00	0.00	323.71	(323.71)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	323.71	(323.71)	100.00
TOTAL REVENUES - ALL FUNDS		755,000.00	0.00	4,683.33	6,806,241.13	(6,051,241.13)	901.49
TOTAL EXPENDITURES - ALL FUNDS		751,825.00	4,575.75	21,696.08	1,624,461.39	(877,212.14)	216.68
NET OF REVENUES & EXPENDITURES		3,175.00	(4,575.75)	(17,012.75)	5,181,779.74	(5,174,028.99)	3,061.54



AGENDA SECTION	BUSINESS ITEMS
MEETING DATE	DECEMBER 12, 2022

ITEM:	Resolution 2022-25, appropriating \$40,000 of existing fund balance for use in the 2022 budget of Economic Development Authority Administration Fund 204.	
DEPARTMENT:	Finance	BY/DATE: Joseph Kloiber, Finance Director/Dec 2, 2022
CITY STRATEGY:	<ul style="list-style-type: none"> <input type="checkbox"/> Safe Community <input checked="" type="checkbox"/> Economic Strength <input type="checkbox"/> Equity and Affordability <input type="checkbox"/> Opportunities for Play and Learning <input type="checkbox"/> Diverse, Welcoming “Small-Town” Feel <input type="checkbox"/> Excellent Housing/Neighborhoods <input type="checkbox"/> Strong Infrastructure/Public Services <input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population 	

BACKGROUND:

The actual 2022 expenditures within EDA Administration Fund 204 are projected to exceed the original 2022 budget of \$400,000 by approximately \$18,000 or 4.5% by the end of the budget year (December 31, 2022.)

The EDA adopted the original 2022 budget in September 2021. In January 2022, the City Council adopted new employee pay scales, in response to a city-wide compensation study performed by an external consultant. This was both to comply with a state statute requiring pay equity within local government, and to remain a competitive employer amidst the dual challenges of employee retention and high inflation. These new pay scales are the reason the expenses in EDA Administration Fund 204 are projected to exceed the original 2022 budget. There was not an increase in activities or staffing beyond the levels originally planned.

State statute and generally accepted accounting principles treat any dollar amount expended over the legally adopted budget as a reportable compliance violation, even if there are additional funds on hand to pay for the excess expenditures. Consequently, staff recommends increasing the legal level of the 2022 budget in EDA Administration Fund 204 by \$40,000 to allow for any final variance from the \$18,000 estimate currently available.

Staff notes that in November, this same 2022 budget matter was addressed by the City Council Resolution 2022-106 for various City funds not administered by the EDA (Funds 101, 201, 225, 228, and 240.)

RECOMMENDED MOTION(S):
MOTION: Move to waive the reading of Resolution 2022-25, there being ample copies available to the public.
MOTION: Move to adopt Resolution 2022-25, being a resolution appropriating \$40,000 of existing fund balance for use in the 2022 budget of Economic Development Authority Administration Fund 204.

ATTACHMENT(S): Resolution 2022-25

A RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY OF COLUMBIA HEIGHTS , MINNESOTA, APPROPRIATING \$40,000 OF EXISTING FUND BALANCE FOR USE IN THE 2022 BUDGET OF ECONOMIC DEVELOPMENT AUTHORITY ADMINISTRATION FUND 204.

WHEREAS, the Economic Development Authority of Columbia Heights, Minnesota (the Authority) adopted an initial 2022 budget by resolution 21-15, as required by its bylaws and Minnesota statute; and

WHEREAS, that initial budget was based on the best estimates of 2022 activity available at the time; and

WHEREAS, it is now estimated that the actual 2022 final expenditures of Economic Development Authority Administration Fund 204 will exceed that prior estimate by the close of the City’s 2022 fiscal year on December 31st; and

WHEREAS, the principal difference from those prior estimates has been reviewed and determined by the Authority to be reasonable and necessary;

NOW, THEREFORE, BE IT RESOLVED, that the 2022 City of Columbia Heights’ budget is amended to appropriate \$600,000 from the fund balances of government operating funds as listed on Exhibit A for 2022 use within those same funds.

BE IT FURTHER RESOLVED, that, after appropriate examination and due consideration, the Authority amends 2022 budget to appropriate \$40,000 of existing fund balance for use in the 2022 budget of Economic Development Authority Administration Fund 204.

ORDER OF ECONOMIC DEVELOPMENT AUTHORITY

Passed this 12th day of December 2022	
Offered by:	
Seconded by:	
Roll Call:	
Attest:	<hr style="width: 30%; margin-left: auto; margin-right: 0;"/> Marlaine Szurek, President
<hr style="width: 30%; margin-left: 0; margin-right: auto;"/> Alicia Howe, Secretary	



AGENDA SECTION	FOR BUSINESS
MEETING DATE	12/12/2022

ITEM:	Façade Improvement Grant Camera Installation Bid	
DEPARTMENT:	Community Development	BY/DATE: Mitchell Forney, 11/30/2022

BACKGROUND:

The Façade Improvement Grant program’s (FIGP) initial intent was to provide businesses with a means to improve their façade while also investing in the safety of the community. As part of this, the FIGP pays for the installation of exterior cameras on participating businesses. Due to the pandemic and low grant program participation, no cameras have been funded since 2019. Rather than funding one or two camera projects staff find it best to bid a handful at a time. This saves the city money with regards to completing them all at once. Approving Marco’s bid includes the instillation of cameras and recording systems at all five businesses.

Of the five businesses three have applied for and received approval for their project. All but two are working on their project or have completed the project. All the businesses are listed below.

- Tasty Chicken and Pizza, 4633 Central Ave
- Matt’s Automotive Service Center, 4501 Central Ave
- VFW Post 230, 4446 Central Ave
- Lowell’s Auto Repair, 4457 University
- Fridley Heights Cyclery, 4755 University Ave

Height’s cyclery received grant approval in 2022 but decided they no longer wanted to move forward with their project. They would still like to be considered to receive cameras. The police find this site beneficial due to its proximity to University Ave and its frontage road. In 2019 the EDA faced a similar situation with Your Exchange which is located at 4639 Central Ave. Your Exchange applied for the Façade Grant but was not approved by the EDA. The EDA still provided cameras to Your Exchange even though they did not qualify for the traditional Façade Improvement Grant.

Tasty \$5 Chicken and Pizza is in a slightly different situation than Heights Cyclery. \$5 Tasty Pizza and chicken never applied for the traditional FIGP. Instead, police were at the business responding to a call and spoke with the owner about the camera aspect of the program. The owner would like to be considered for the cameras even though they have not applied for the traditional Façade improvement grant program.

Earlier this month Community Development Staff reached out to five businesses with a request for proposals letter. As part of the RFP process police department and IT staff conducted a site walkthrough with prospective companies to ensure everyone was on the same page. Of the five businesses invited, three attended the walk through. As of 11/30/22, five days after the requested bid by date staff had only received one bid. The bid from Marco (attachment 1) totals \$41,353.31 and covers all the businesses as outlined in attachment 2.

Each year the EDA allocates \$50,000 to the Façade Improvement Grant Program. So far this year the program has issued or is in the process of issuing five grants. Coming to a total of \$22,285.05 spent. If the EDA Chooses

to approve the full bid of \$41,353.31. It will put the grant program over its 2022 budget by \$13,638.36. This option is allowable since cameras have not been purchased since the 2019 iteration of the program, creating a surplus of funds in recent years. The EDA has plenty of reserves from the FIGP fund to cover the difference. The bid was processed for each individual business. Allowing the EDA to pick and choose the locations it would like to prioritize if the EDA would like to stay below its 2022 budgeted amount.

Community development staff recommend approving Marco’s camera bid in full. The cameras at each of these businesses meet the intent of the program. Staff also recommend approving all the businesses. The EDA has the money necessary and has not had to purchase cameras for three years. Though \$5 pizza did not apply for the grant program staff believe adding cameras to this location will assist in making the Central Ave Corridor a safer place. With no language in the program stating they are not eligible the decision falls to the EDA.

RECOMMENDED MOTION(S):

MOTION: Move to accept the proposal from Marco, in the amount of \$41,353.31, for the installation of security cameras and recording devices; and furthermore, to authorize the City Manager to enter into an agreement for the same.

MOTION: Move to accept the form and substance of the Business Licensing Agreement and to authorize the executive director to enter into said agreements with Tasty Chicken and Pizza, Matts’s Automotive, Lowell’s Auto Repair, Fridley Heights Cyclery, and VFW Post 230.

- ATTACHMENT(S):**
- 1. Marco Camera’s Bid**
 - 2. Façade Camera Locations**
 - 3. Business Licensing Agreement**

December 9, 2022

PROPOSAL FOR
CITY OF COLUMBIA HEIGHTS
MITCHELL FORNEY

Prepared By:

Curtis Thompson
Technology Advisor
651-288-6944
curt.thompson@marconet.com

Quote Number: 146190



Managed Services



Copiers & Printers



Audio Visual



Business IT Services



IT - Surveillance Cameras at Multiple Businesses in the City -- CITY OF COLUMBIA HEIGHTS



Prepared by:
Marco - Twin Cities
 Curt Thompson
 651-288-6944
 curt.thompson@marconet.com

Prepared for:
CITY OF COLUMBIA HEIGHTS
 590 NE 40TH AVE
 COLUMBIA HEIGHTS, MN 55421-3835
 Mitchell Forney
 763.706.3674
 mforney@columbiaheightsmn.gov

Quote Information:
Quote #: 146190
 Version: 2
 Date Issued: 12/09/2022
 Expiration Date: 12/11/2022

■ Fridley Heights Cyclery

Description	One-Time	Qty	Ext. One-Time
March Networks - 8508 S - 8 Analog Channel, 120 FPS Recorder Supporting up to 8 Channels (Analog or IP). Recorder Comes Complete with all I/O and 1 X 2TB (2TB) of Storage.	\$2,075.62	1	\$2,075.62
Seagate - SkyHawk 6 TB Hard Drive - 3.5" Internal - SATA (SATA/600) - 3 Year Warranty	\$172.48	1	\$172.48
March Networks - ME8 Outdoor Durabullet AI 3.6-11mm	\$739.12	3	\$2,217.36
March Networks - Wall Back Box for SE4 IR DuraBullet Camera - mounts to any flat surface and provides a sealed junction for cables and connectors	\$67.50	3	\$202.50
Liberty - Cat6 Twisted Pair Cable - Unshielded - Plenum Rated - White	\$224.00	1	\$224.00
Liberty - Cat6 Patch Cable - Yellow - 3ft	\$3.10	1	\$3.10
Liberty - Cat6 Patch Cable - Yellow - 7ft	\$4.74	1	\$4.74
Niveo - 4 port + Uplink 10/100 PoE+ Network switch w/ uplink	\$101.43	1	\$101.43
Tripp Lite - 6U Wall Mount Rack Enclosure Server Cabinet w/ Door & Side Panels - 19" 6U Wall Mounted	\$261.89	1	\$261.89
Tripp Lite - Rack Enclosure Cabinet Cantilever Fixed Shelf 40lb Capacity 1URM - 1U Rack Height - Black - Cold-rolled Steel (CRS) - 40 lb Maximum Weight Capacity	\$75.90	1	\$75.90
Miscellaneous Installation Materials	\$75.00	1	\$75.00

Subtotal: **\$5,414.02**



SCHEDULE A - SCHEDULE OF PRODUCTS TO PRODUCT AGREEMENT(S)

Professional Services Labor

Description	One-Time	Qty	Ext. One-Time
Marco Professional Services - Fixed Fee - Fridley Heights Cyclery Installation	\$2,425.00	1	\$2,425.00
Subtotal:			\$2,425.00

Lowells Auto Repair

Description	One-Time	Qty	Ext. One-Time
March Networks - 8508 S - 8 Analog Channel, 120 FPS Recorder Supporting up to 8 Channels (Analog or IP). Recorder Comes Complete with all I/O and 1 X 2TB (2TB) of Storage.	\$2,075.62	1	\$2,075.62
Seagate - SkyHawk 6 TB Hard Drive - 3.5" Internal - SATA (SATA/600) - 3 Year Warranty	\$172.48	1	\$172.48
March Networks - ME8 Outdoor Durabullet AI 3.6-11mm	\$739.12	5	\$3,695.60
March Networks - Wall Back Box for SE4 IR DuraBullet Camera - mounts to any flat surface and provides a sealed junction for cables and connectors	\$67.50	5	\$337.50
Liberty - Cat6 Twisted Pair Cable - Unshielded - Plenum Rated - White	\$700.00	1	\$700.00
Liberty - Cat6 Patch Cable - Yellow - 3ft	\$3.10	1	\$3.10
Liberty - Cat6 Patch Cable - Yellow - 7ft	\$4.74	1	\$4.74
Niveo - 8 port + Uplink PoE+ Gigabit Network switch w/ uplink	\$262.86	1	\$262.86
Tripp Lite - 6U Wall Mount Rack Enclosure Server Cabinet w/ Door & Side Panels - 19" 6U Wall Mounted	\$261.89	1	\$261.89
Tripp Lite - Rack Enclosure Cabinet Cantilever Fixed Shelf 40lb Capacity 1URM - 1U Rack Height - Black - Cold-rolled Steel (CRS) - 40 lb Maximum Weight Capacity	\$75.90	1	\$75.90
Miscellaneous Installation Materials	\$145.00	1	\$145.00
Subtotal:			\$7,734.69

Professional Services Labor

Description	One-Time	Qty	Ext. One-Time
Marco Professional Services - Fixed Fee - Lowells Auto Repair Installation	\$3,460.00	1	\$3,460.00
Subtotal:			\$3,460.00



SCHEDULE A - SCHEDULE OF PRODUCTS TO PRODUCT AGREEMENT(S)

■ VFW Post 230

Description	One-Time	Qty	Ext. One-Time
March Networks - 8508 S - 8 Analog Channel, 120 FPS Recorder Supporting up to 8 Channels (Analog or IP). Recorder Comes Complete with all I/O and 1 X 2TB (2TB) of Storage.	\$2,075.62	1	\$2,075.62
Seagate - SkyHawk 6 TB Hard Drive - 3.5" Internal - SATA (SATA/600) - 3 Year Warranty	\$172.48	1	\$172.48
March Networks - Oncam C-12 - Outdoor, Surface Mount, White, 12MP	\$974.02	2	\$1,948.04
March Networks - ME8 Outdoor DuraBullet AI 3.6-11mm	\$739.12	1	\$739.12
March Networks - Wall Back Box for SE4 IR DuraBullet Camera - mounts to any flat surface and provides a sealed junction for cables and connectors	\$67.50	1	\$67.50
March Networks - Oncam C-12 Outdoor Pendant Kit - White	\$112.12	2	\$224.24
March Networks - Oncam C-12 Outdoor Corner Mount - White	\$112.12	2	\$224.24
March Networks - Oncam C-12 Outdoor Heater Module - White	\$53.62	2	\$107.24
Liberty - Cat6 Twisted Pair Cable - Unshielded - Plenum Rated - White	\$392.00	1	\$392.00
Liberty - Cat6 Patch Cable - Yellow - 3ft	\$3.10	1	\$3.10
Liberty - Cat6 Patch Cable - Yellow - 7ft	\$4.74	1	\$4.74
Niveo - 4 port + Uplink 10/100 PoE+ Network switch w/ uplink	\$101.43	1	\$101.43
Tripp Lite - 6U Wall Mount Rack Enclosure Server Cabinet w/ Door & Side Panels - 19" 6U Wall Mounted	\$261.89	1	\$261.89
Tripp Lite - Rack Enclosure Cabinet Cantilever Fixed Shelf 40lb Capacity 1URM - 1U Rack Height - Black - Cold-rolled Steel (CRS) - 40 lb Maximum Weight Capacity	\$75.90	1	\$75.90
Miscellaneous Installation Materials	\$75.00	1	\$75.00

Subtotal: **\$6,472.54**

■ Professional Services Labor

Description	One-Time	Qty	Ext. One-Time
Marco Professional Services - Fixed Fee - VFW Post 230 Installation	\$2,425.00	1	\$2,425.00

Subtotal: **\$2,425.00**



Matts Automotive Center

Description	One-Time	Qty	Ext. One-Time
March Networks - 8508 S - 8 Analog Channel, 120 FPS Recorder Supporting up to 8 Channels (Analog or IP). Recorder Comes Complete with all I/O and 1 X 2TB (2TB) of Storage.	\$2,075.62	1	\$2,075.62
Seagate - SkyHawk 6 TB Hard Drive - 3.5" Internal - SATA (SATA/600) - 3 Year Warranty	\$172.48	1	\$172.48
March Networks - ME8 Outdoor Durabullet AI 3.6-11mm	\$739.12	2	\$1,478.24
March Networks - Wall Back Box for SE4 IR DuraBullet Camera - mounts to any flat surface and provides a sealed junction for cables and connectors	\$67.50	2	\$135.00
Liberty - Cat6 Twisted Pair Cable - Unshielded - Plenum Rated - White	\$168.00	1	\$168.00
Liberty - Cat6 Patch Cable - Yellow - 3ft	\$3.10	1	\$3.10
Liberty - Cat6 Patch Cable - Yellow - 7ft	\$4.74	1	\$4.74
Niveo - 4 port + Uplink 10/100 PoE+ Network switch w/ uplink	\$101.43	1	\$101.43
Tripp Lite - 6U Wall Mount Rack Enclosure Server Cabinet w/ Door & Side Panels - 19" 6U Wall Mounted	\$261.89	1	\$261.89
Tripp Lite - Rack Enclosure Cabinet Cantilever Fixed Shelf 40lb Capacity 1URM - 1U Rack Height - Black - Cold-rolled Steel (CRS) - 40 lb Maximum Weight Capacity	\$75.90	1	\$75.90
Miscellaneous Installation Materials	\$75.00	1	\$75.00
Subtotal:			\$4,551.40

Professional Services Labor

Description	One-Time	Qty	Ext. One-Time
Marco Professional Services - Fixed Fee - Matts Automotive Center Installation	\$1,965.00	1	\$1,965.00
Subtotal:			\$1,965.00

Tasty Chicken and Pizza

Description	One-Time	Qty	Ext. One-Time
March Networks - 8508 S - 8 Analog Channel, 120 FPS Recorder Supporting up to 8 Channels (Analog or IP). Recorder Comes Complete with all I/O and 1 X 2TB (2TB) of Storage.	\$2,075.62	1	\$2,075.62



SCHEDULE A - SCHEDULE OF PRODUCTS TO PRODUCT AGREEMENT(S)

Seagate - SkyHawk 6 TB Hard Drive - 3.5" Internal - SATA (SATA/600) - 3 Year Warranty	\$172.48	1	\$172.48
March Networks - Oncam C-12 - Outdoor, Surface Mount, White, 12MP	\$974.02	1	\$974.02
March Networks - ME8 Outdoor Durabullet AI 3.6-11mm	\$739.12	1	\$739.12
March Networks - Wall Back Box for SE4 IR DuraBullet Camera - mounts to any flat surface and provides a sealed junction for cables and connectors	\$67.50	1	\$67.50
March Networks - Oncam C-12 Outdoor Pendant Kit - White	\$112.12	1	\$112.12
March Networks - Oncam C-12 Outdoor Corner Mount - White	\$112.12	1	\$112.12
March Networks - Oncam C-12 Outdoor Heater Module - White	\$53.62	1	\$53.62
Liberty - Cat6 Twisted Pair Cable - Unshielded - Plenum Rated - White	\$112.00	1	\$112.00
Liberty - Cat6 Patch Cable - Yellow - 3ft	\$3.10	1	\$3.10
Liberty - Cat6 Patch Cable - Yellow - 7ft	\$4.74	1	\$4.74
Niveo - 4 port + Uplink 10/100 PoE+ Network switch w/ uplink	\$101.43	1	\$101.43
Tripp Lite - 6U Wall Mount Rack Enclosure Server Cabinet w/ Door & Side Panels - 19" 6U Wall Mounted	\$261.89	1	\$261.89
Tripp Lite - Rack Enclosure Cabinet Cantilever Fixed Shelf 40lb Capacity 1URM - 1U Rack Height - Black - Cold-rolled Steel (CRS) - 40 lb Maximum Weight Capacity	\$75.90	1	\$75.90
Miscellaneous Installation Materials	\$75.00	1	\$75.00

Subtotal: **\$4,940.66**

Professional Services Labor

Description	One-Time	Qty	Ext. One-Time
Marco Professional Services - Fixed Fee - Tasty Chicken and Pizza Installation	\$1,965.00	1	\$1,965.00

Subtotal: **\$1,965.00**

Professional Services Engagement Agreement

ABOUT THIS PROFESSIONAL SERVICES ENGAGEMENT

In addition to the Professional Service Engagement Agreement located at www.marconet.com/legal/business-it-product-agreements/professional-service-engagement-agreement, the following applies to this Professional Service Engagement:

■ ENGAGEMENT OVERVIEW - DESIRED GOALS AND OUTCOMES - CURRENT SITUATION

City of Columbia Heights would like to install stand alone video surveillance systems with various outdoor cameras at several businesses within the city.

■ ENGINEERING - DESCRIPTION OF SERVICES AND DELIVERABLES

Marco technicians to install new lockable network rack, stand-alone 8508S NVR and a 4 or 8-port POE+ network switch in a predetermined location at each location. New recorders will be programmed using a customer provided IP address and camera naming convention. All programming will be documented and provided to customer upon completion of project. Marco to pull structure cabling from the NVR/switch to each camera location. Cable to include service coil at camera end and terminated following best practices at network rack.

Marco to install various new IP cameras as per LPD to achieve required views as agreed upon prior to installation. Customer will make final decisions on field of view aiming once cameras are online and live. Breakdown of cameras by site is as follows:

Fridley Heights Cyclery, 4755 University Ave NE, Columbia Heights, MN 55421

- Enclosure, NVR, 4-port switch, (3) Bullet cameras

Lowell's Auto Repair, 4457 University Ave NE, Columbia Heights, MN 55421

- Enclosure, NVR, 8-port switch, (5) Bullet cameras

VFW Post 230, 4446 NE Central Ave, Minneapolis, MN 55421

- Enclosure, NVR, 4-port switch, (1) Bullet camera, (2) 360 cameras

Matt's Automotive Service Center, 4501 NE Central Ave, Columbia Heights, MN 55421

- Enclosure, NVR, 4-port switch, (2) Bullet cameras

Tasty Chicken and Pizza, 4633 NE Central Ave, Minneapolis, MN 55421

- Enclosure, NVR, 4-port switch, (1) Bullet camera, (1) 360 cameras

■ COORDINATION - DESCRIPTION OF SERVICES AND DELIVERABLES

Tasks and deliverables for our Coordination Team are located at www.marconet.com/legal/business-it-product-agreements/professional-service-engagement-agreement

■ CLIENT RESPONSIBILITIES

Client is responsible to provide (1) IP address which will be used for all NVRs being installed. This address does not need to be on the client's production network, and it is suggested that all NVRs use a similar address for consistency purposes. This address will be used for end user's client software to communicate to the NVR which will be programmed with the provide IP address. The IP address will be communicated to the Marco Project Manager prior to installation for documentation purposes.

Client to provide technicians with reasonable access to all required rooms and spaces during installation. Any special requirements to be discussed up front with Project Coordinator so proper planning and actions may be put into place. If keys and/or fobs are provided, please work with technicians with specific details.

■ SERVICES ASSUMPTIONS, EXCLUSIONS, AND NOTES

It is assumed that all required, and agreed upon, network programming is completed by the customer prior to onsite work by Marco.

This is to include any network switch configuration, set up of required VLANs and virtual or physical server set up by the customer. If any of these are not completed prior to installation, this may result in a change order and be billed at Marco's standard rates.



SCHEDULE A - SCHEDULE OF PRODUCTS TO PRODUCT AGREEMENT(S)

Upon acceptance of this proposal, Marco asks that the client provide an electronic copy of current floor plans in order to create an accurate map of all camera locations for both installation of new equipment, and to assist with troubleshooting in the future.



Quote Summary - One-Time Expenses

Description	Amount
Fridley Heights Cyclery	\$5,414.02
Professional Services Labor	\$2,425.00
Lowells Auto Repair	\$7,734.69
Professional Services Labor	\$3,460.00
VFW Post 230	\$6,472.54
Professional Services Labor	\$2,425.00
Matts Automotive Center	\$4,551.40
Professional Services Labor	\$1,965.00
Tasty Chicken and Pizza	\$4,940.66
Professional Services Labor	\$1,965.00

Total: **\$41,353.31**

Payment Options

Description	Payments	Interval	Amount
Marco Payment & Financing Options			
One-Time Payment	1	One-Time	\$41,353.31

Summary of Selected Payment Options

Description	Amount
Marco Payment & Financing Options: One-Time Payment	



Approval

- Client represents that it has reviewed and agrees to be legally bound by this Schedule of Products.
- Client represents that it has reviewed and agrees to be legally bound by the Relationship Agreement, any Product Agreement(s) referred to herein, and applicable policy(ies) ("Terms and Conditions") which are located at www.marconet.com/legal for the Products it is obtaining as identified in this Schedule of Products. If the parties have negotiated changes to the Terms and Conditions that have been reduced to writing and signed by both parties, the modified version(s) of such Terms and Conditions, that have not expired or been terminated, shall replace the online version(s).
- Client agrees to use electronic signatures, electronic communications, and electronic records to transact business under the above documents.
- The pricing above does not include taxes. Taxes, fees and surcharges shall be paid by Client and will be shown on invoices to Client.
- Payments made via credit card are subject to a 3% surcharge.
- A \$30 fee will be assessed for any returned payment

Marco Technologies, LLC

Signature: _____

Name: _____

Title: _____

Date: _____

CITY OF COLUMBIA HEIGHTS

Prepared for: Mitchell Forney

Signature: _____

Signed by: _____

Title: _____

Date: _____

PO Number: _____

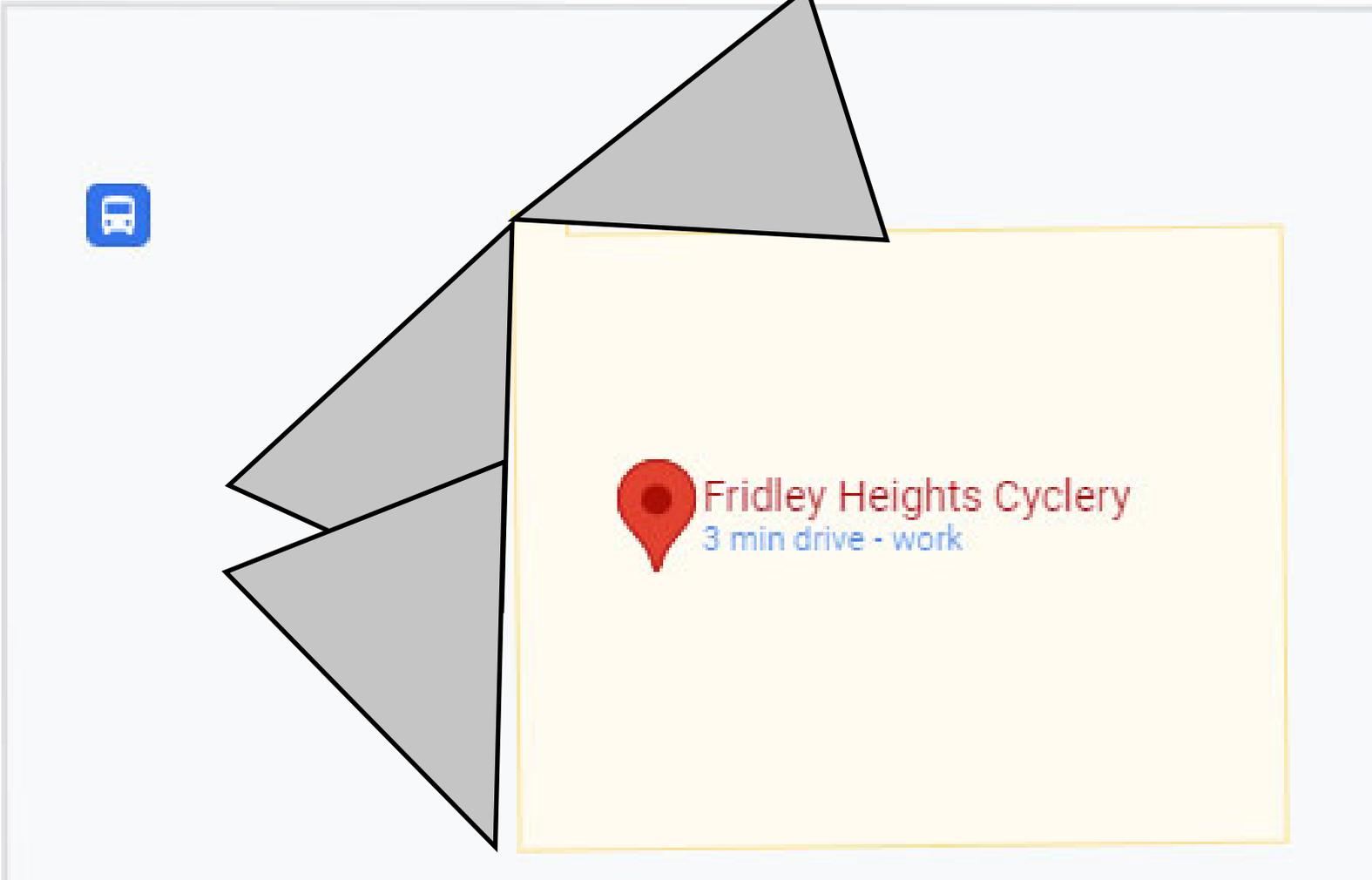
Email Address: _____

University Av Sev Rd University Ave NE

48th Ave NE

48th Ave NE

48th



Fridley Heights Cyclery

3— Bullet Cameras 8 MP

1—March DVR Min 30 retention



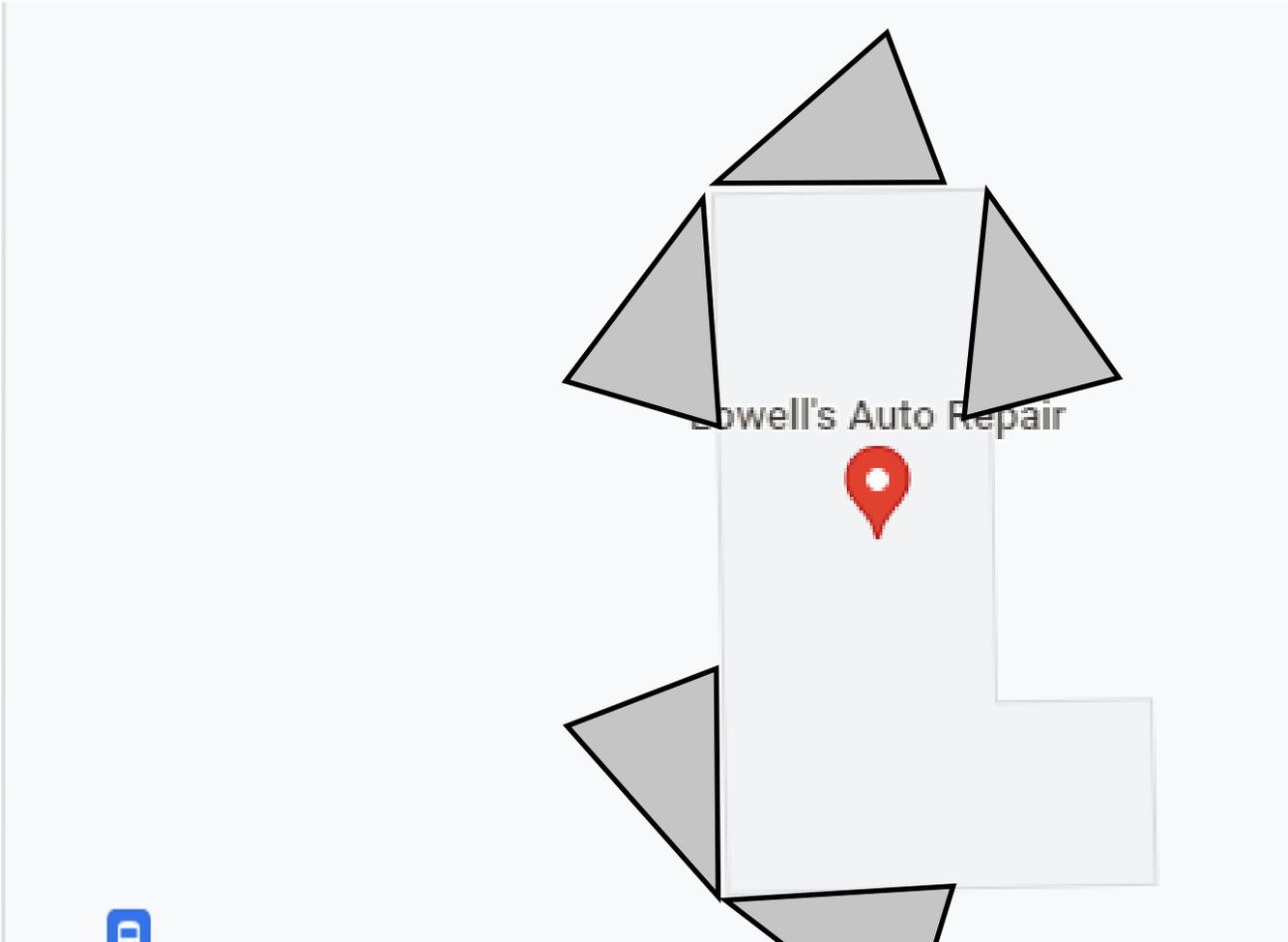
45th Ave NE

45th Ave NE

45th Ave NE

45th Av

University Ave NE



Low's Auto Repair

5—Bullet Cameras 8 MP

1—March DVR Min 30 re-
tention

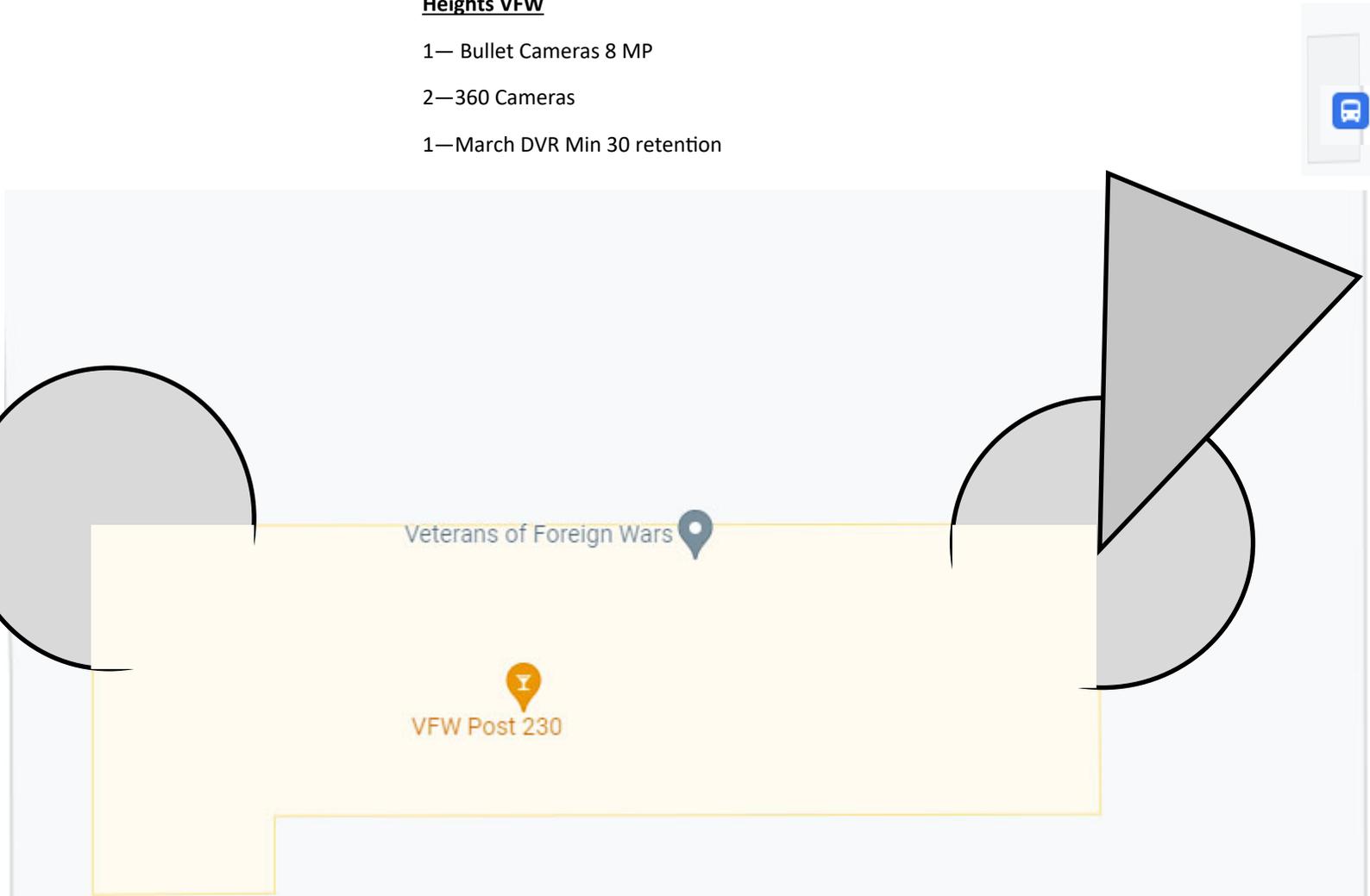


Heights VFW

1— Bullet Cameras 8 MP

2—360 Cameras

1—March DVR Min 30 retention

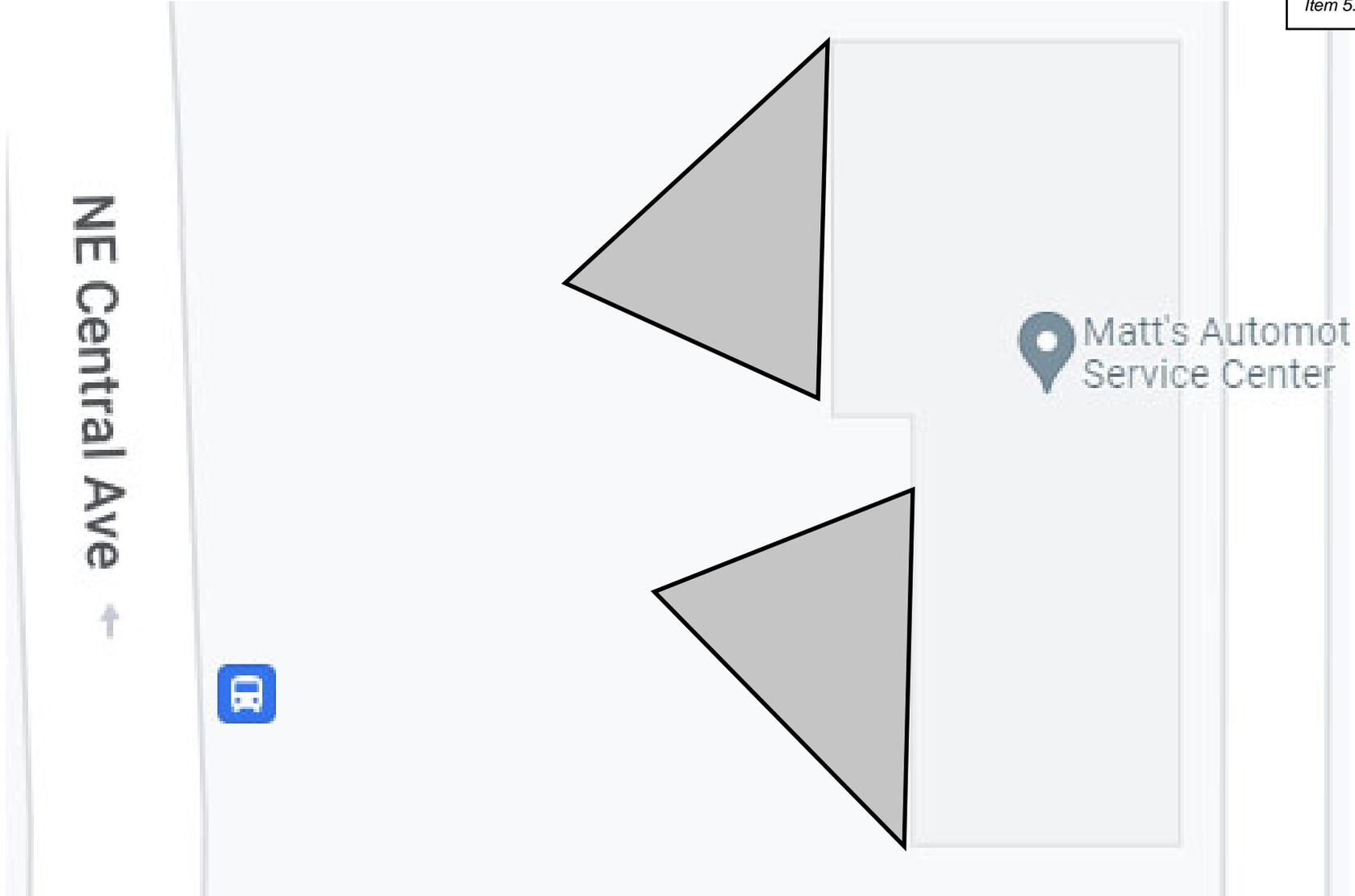


NE Central Ave



65

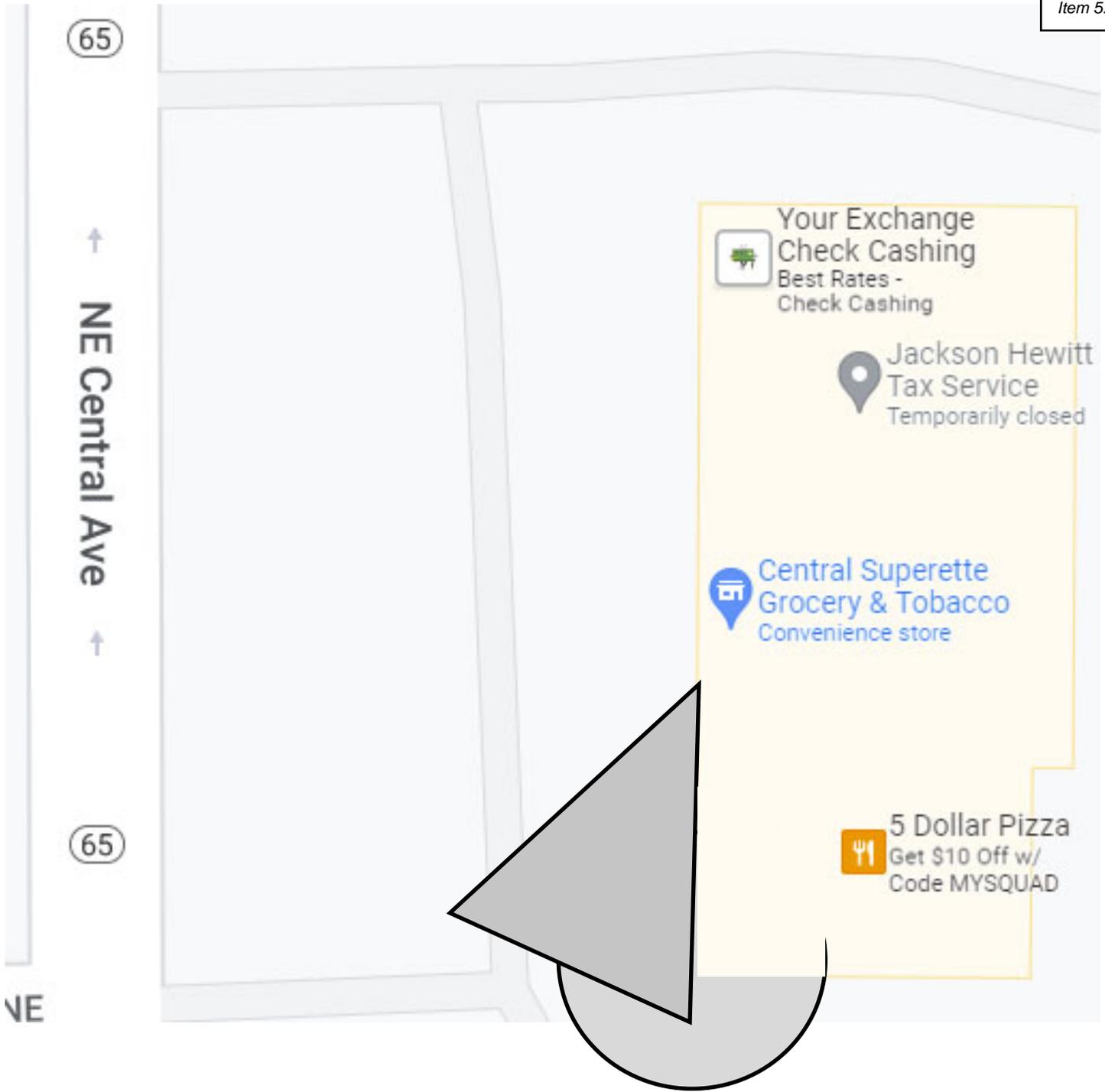




Matt's Auto Service Center

2— Bullet Cameras 8 MP

1—March DVR Min 30 retention



Tasty Pizza

- 1— Bullet Cameras 8 MP
- 1—360 Camera
- 1—March DVR Min 30 retention

AGREEMENT AND GRANT OF LICENSE

THIS AGREEMENT AND GRANT OF LICENSE (“**Agreement**”), dated this ____ day of _____, 2022 (the “**Effective Date**”), is entered into by and between [PROPERTY OWNER] a Minnesota [ENTITY TYPE] (the “**Owner**”), and the City of Columbia Heights, a Minnesota municipal corporation (the “**City**”).

RECITALS

WHEREAS, Owner is the owner of certain Property located at _____ in the City of Columbia Heights, Anoka County, Minnesota, and legally described in Exhibit A hereto (the “**Property**”);

WHEREAS, the Columbia Heights Economic Development Authority (the “**EDA**”), in cooperation with the City and its police department, has instituted a Façade Improvement Grant Program (the “**Program**”) for the purpose of revitalizing existing store fronts, increasing business vitality and economic performance, and decreasing criminal activity;

WHEREAS, as part of the Program, the City has proposed to place surveillance cameras on the front façade of certain buildings whose owners have elected to participate in the Program, and in connection with the placement of such surveillance cameras, house electronic recording equipment on the interior of said buildings (the “**Surveillance**”); and

WHEREAS, Owner, or a tenant of the Property, desires to participate in the Program and desires to have the Property host Surveillance equipment for the improvement of public safety in and around the Property.

NOW, THEREFORE, in consideration of the premises and of the agreements hereinafter contained, the parties agree as follows:

1. Grant of License: Subject to the terms of this Agreement, Owner hereby grants a license to the City for ten (10) years, commencing on _____, 2022, and expiring on _____, 2032 (the “**License Term**”), over the area of the façade of the Property described or depicted on Exhibit B hereto, together with space inside of the building located on the Property (the “**Building**”) for the housing of electronic recording equipment, as described or depicted on Exhibit B hereto (collectively, the “**License Area**”), for the following purposes:
 - a. The City shall have the exclusive right subject to the terms of this Agreement to install, operate, maintain, repair and replace, all as deemed necessary by the City, the Surveillance equipment in the License Area.
 - b. Though the City shall have the exclusive right to use the License Area within the Building, the City shall give the Owner reasonable advance notice before it accesses the License Area inside of the Building. “Reasonable advance notice” for purposes of this paragraph shall take into account the facts and

circumstances giving rise to the City's needing to enter the Building to access the License Area.

- c. The City, and its agents and employees, shall have rights of ingress and egress throughout such portions of the Property as are reasonably necessary to access the License Area for the purpose of accessing the Surveillance equipment, subject to the provisions of Section 1(b) above, regarding interior areas of the Building.
- 2. License Fee: In consideration of the foregoing, including the Recitals to this Agreement, which are incorporated herein as an integral part of this Agreement, the City shall pay to Owner a one-time license fee of Ten Dollars (\$10.00) for the license granted hereunder.
- 3. Maintenance and Repair: Owner shall at all times during the term of this Agreement keep the Property in commercially reasonable condition and repair, subject to ordinary wear and tear, and not permit through its own acts or the acts of its agents, employees, or invitees, damage to the Surveillance equipment or the License Area. Owner shall promptly report to the City any instance of damage to the Surveillance equipment or the License Area, regardless of causation. Any damage to the Surveillance equipment or License Area caused by Owner, or its agents, employees, guests or invitees (collectively, the "**Owner Parties**"), shall be repaired at the cost and expense of Owner; provided any such repairs shall be first approved by the City, and at the City's election, done at the direction of the City.
- 4. Damage to Property: Any damage to the Surveillance equipment other than that caused by any of the Owner Parties shall be repaired or replaced, if at all, solely at the discretion of the City and at the cost and expense of the City, provided, in no event shall the City's failure or delay to so repair or replace the Surveillance equipment constitute a waiver by the City of its rights under this Agreement, and the City shall be permitted to continue or discontinue its use of the License Area for the uses granted hereunder at any time during the License Term.
- 5. Utilities, Taxes, Expenses and Special Assessments: Owner shall be solely responsible for all real estate taxes, special property assessments, and utility expenses for the Property. The City shall be permitted to connect its Surveillance equipment to an electrical power source at the Property, and such electrical power shall be provided at the Owner's expense, it being acknowledged that the Owner is benefiting from the improved public safety resulting from the Surveillance.
- 6. Termination of Agreement: This Agreement may not be terminated by the Owner prior to the expiration of the License Term. The City may terminate this Agreement for any reason or no reason, upon thirty (30) days written notice to the Owner. Upon the expiration of the License Term or earlier termination of this Agreement, the City shall remove all of the Surveillance equipment from the License Area, and shall make

all reasonable efforts to cause minimal damage to the Property and License Area in so removing the Surveillance equipment.

- 7. Liability for Improvements: The City shall in no event be liable to the Owner, nor to any of Owner’s agents, employees, guests or invitees at the Property for, and the Owner shall indemnify, save, defend, and hold harmless the City from, any claims or causes of action, including attorney’s fees incurred by the City, arising from any action of the City under this Agreement. This section shall survive the termination or expiration of this Agreement.
- 8. Written Notice: Wherever any notice is required or permitted hereunder, such notice shall be in writing. Any notice or document required or permitted to be delivered hereunder shall be deemed to be delivered when actually received by the designated addressee or regardless of whether actually received or not, when deposited in the United States Mail, postage prepaid, certified mail, return receipt requested, addressed to the parties hereto at their respective addresses, as set forth below, or at such other address as they may subsequently specify by written notice.

<u>If to City:</u> City of Columbia Heights Community Development Department 590 40 th Avenue N.E. Columbia Heights, MN 55421	<u>If to Owner:</u> _____ Attn: _____ _____ _____
----------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------

- 9. Covenant to Run with Land: This Agreement shall be binding in all respects upon the parties hereto, their respective successors and assigns, and the Property.
- 10. Captions; Choice of Law; Etc. The paragraph headings or captions appearing in this Agreement are for convenience only, are not a part of this Agreement, and are not to be considered in interpreting this Agreement. This Agreement constitutes the complete agreement between the parties and supersedes any prior oral or written agreements between the parties regarding the License granted herein. There are no verbal agreements that change this Agreement. This Agreement binds and benefits the parties hereto and their successors and assigns. This Agreement has been made under the laws of the State of Minnesota, and such laws will control its interpretation.

[Signatures to Appear on Following Page]

IN WITNESS WHEREOF, Owner and the City have signed this Agreement as of the day and year first above written.

CITY:

CITY OF COLUMBIA HEIGHTS
a Minnesota municipal corporation

By: _____
Amáda Márquez Simula, Mayor

By: _____
Kelli Bourgeois, City Manager

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this ___ day of _____, 2022, by Amáda Márquez Simula and by Kelli Bourgeois, respectively being the Mayor and City Manager of the City of Columbia Heights, a Minnesota municipal corporation, who executed the foregoing instrument on behalf of said municipal corporation.

Notary Public

EXHIBIT A
LEGAL DESCRIPTION OF PROPERTY

EXHIBIT B
DEPICTION AND/OR DESCRIPTION OF THE LICENSE AREA