



CITY COUNCIL MEETING
City Hall—Council Chambers, 3989 Central Ave NE
Monday, April 22, 2024
6:00 PM

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

AGENDA

ATTENDANCE INFORMATION FOR THE PUBLIC

Members of the public who wish to attend may do so in-person, or by using Microsoft Teams Meeting at columbiaheightsmn.gov/joinameeting: **ID 287 822 303 488, Passcode MGP9KV**. Additionally members of the public may view the meeting live at columbiaheightsmn.gov/watch. For questions please call the Administration Department at 763-706-3610.

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

WELCOME/CALL TO ORDER/ROLL CALL

MISSION STATEMENT

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

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

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

PROCLAMATIONS, PRESENTATIONS, RECOGNITION, ANNOUNCEMENTS, GUESTS

- A. United States Representative Ilhan Omar.**
- B. Presentation of VFW Award to Investigator Tabitha Wood.**
- C. Earth Day Proclamation.**
- D. Central Avenue Future Improvements.**

CONSENT AGENDA

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

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

- 1. Approve the April 8, 2024 City Council Meeting Minutes.**
MOTION: Move to approve the April 8, 2024 City Council Meeting minutes.
- 2. Approve April 4, 2024 Public Improvement Hearing Minutes.**
MOTION: Move to accept the April 4, 2024 Public Improvement Hearing Minutes.
- 3. Accept March 4th, 2024, Regular EDA Meeting Minutes.**
MOTION: Move to accept the March 4th, 2024, EDA Meeting Minutes.
- 4. Approve March 12, 2024 Sustainability Commission Minutes.**
MOTION: Move to accept the March 12, 2024 Sustainability Commission Minutes.
- 5. League of Minnesota Cities Emerging Leader Award Letter of Support for Jesse Hauf.**
MOTION: Move to approve the letter of support for Jesse Hauf to be submitted for the LMC Emerging Leader Award.
- 6. Allocate Use of Funds and Authorize Expenditures Using 2023 Public Safety Aid.**
MOTION: Move to allocate 2023 Public Safety Aid funds in the amount of \$483,899 for the expenses as listed in the Summary of Current Status section.
MOTION: Move to authorize the purchases as outlined in the Summary of Current Status section.
- 7. Accept Proposal for Professional Services for the MSC Preliminary Plans, Project No. 2111.**
MOTION: Move to award the professional services contract for the preparation of a Final Site Plan and Schematic Design, Project 2111, to the firm of Oertel Architects based upon their proposal dated April 16, 2024 for a not to exceed fee of \$131,580, plus reimbursables, appropriated from Fund 411-52111-3050.
- 8. Award Of Professional Services For Development of Safe Streets For All Citywide Safety Action Plan.**
MOTION: Move to award the Safe Streets for All Citywide Safety Action Plan development, Municipal Project No. 2407, to the consulting engineering firm of Bolton & Menk based upon their qualified, responsible proposal for a cost not-to-exceed \$257,999 which will be funded with federal funds, a state match, and from Fund 101.3100.43050.2407 as needed.
- 9. Accept Corrective Asphalt Materials Proposal For Bituminous Street Surface Treatment, Project 2401.**
MOTION: Move to accept the proposal from Corrective Asphalt Materials to apply reclamite to select city streets, Project 2401, for an estimated cost of \$46,178.40 appropriated from Funds 430.3100.45185.2401 and 212.3190.45185.2401.

10. License Agenda.

MOTION: Move to approve the items as listed on the business license agenda for April 22th 2024, as presented.

11. Rental Occupancy Licenses for Approval.

MOTION: Move to approve the items listed for rental housing license applications for April 22, 2024, in that they have met the requirements of the Property Maintenance Code.

12. Review of Bills.

MOTION: Move that in accordance with Minnesota Statute 412.271, subd. 8 the City Council has reviewed the enclosed list to claims paid by check and by electronic funds transfer in the amount of \$1,110,456.90.

PUBLIC HEARINGS

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

13. No Public Hearings.

ITEMS FOR CONSIDERATION

Ordinances and Resolutions

14. Second reading of Ordinance 1695, Creating a Time of Sale requirement Within the City of Columbia Heights.

MOTION: Move to waive the reading of Ordinance No. 1695, there being ample copies available to the public.

MOTION: Move to approve Ordinance No. 1695, being an ordinance amending chapter 5a of the Columbia Heights City Code to establish the Certificate of Property Maintenance and its associated requirements, and amending parallel references to reflect the section change, and direct staff to send a summary of the ordinance as presented, for publication in the legal newspaper.

15. Consideration of a Rental License Exemption for 3806 Jackson Street NE.

MOTION: Move to waive the reading of Resolution 2024-033, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2024-033, a resolution approving the single-family rental exemption request for the rental application at 3806 Jackson Street NE, Columbia Heights, MN 55421.

16. Consideration of a Rental License Exemption for 3857 Quincy Street NE.

MOTION: Move to waive the reading of Resolution 2024-034, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2024-034, a resolution approving the single-family rental exemption request for the rental application at 3857 Quincy Street NE, Columbia Heights, MN 55421.

17. Consideration of Approval of Temporary One-year Rental License.

MOTION: Move to adopt Resolution Number 2024-035, being Resolution of the City Council of the City of Columbia Heights approving a one-year temporary rental housing license pursuant to City Code of the rental license listed.

Bid Considerations

New Business and Reports

CITY COUNCIL AND ADMINISTRATIVE REPORTS

Report of the City Council

Report of the City Manager

COMMUNITY FORUM

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

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

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

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

When speaking, virtual attendees should turn their camera on.

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

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

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

ADJOURNMENT

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



February 5, 2024

Tabitha Wood, Investigator
Columbia Heights Police Dept
825 41st Avenue NE
Columbia Heights MN, 55421

Dear Investigator Wood,

It is with honor that we deliver this Great News.

Recently, the VFW State Safety Committee completed the judging of the applicants. Although every applicant was deserving of this prestigious award, the committee found your resume and background information to be outstanding and therefore, has named you as the Law Enforcement Safety Award recipient. You will receive \$100 towards a charity of your choice. Let us know who to send a check on your behalf.

Our State Safety Committee has done an outstanding job this year. Your selection to this esteemed position is proof of their efforts.

The Department of Minnesota, VFW will present this award during our Annual State Convention Joint Award Ceremony and recognize your achievement. Please join us at the Marriott Ballroom, 101 1st Ave SW, Rochester, MN. The Joint Award Ceremony will be in the Ballroom, 2nd floor (Mezzanine Level), Friday, June 14th, 2024, at 9 am. Please confirm no later than May 1st (or earlier) if you will be available to attend the Joint Awards ceremony on June 14th, 2024. You may contact Cheryl Burton at officemanager@vfwmn.us or call 651-291-1757.

Again, congratulations. With a commitment such as yours, our communities are a much safer place to live and raise our families.

Sincerely,

A handwritten signature in black ink that reads "Dan Meyer". The signature is written in a cursive style.

Dan Meyer

State Commander

Department of Minnesota, VFW

cc: Duane Frank, State Safety Chairman
Neal Johnson, Commander Post #230
Edward Gale, 7th District Safety Chairman

DM:cb

VFW DEPARTMENT OF MINNESOTA



Columbia Heights Police Department



Item B.

November 29, 2023

To Whom It May Concern:

Re: VFW Public Servant Award Citation

I would like to nominate Investigator Tabitha Wood for the VFW Public Servant Award Citation. Investigator Wood has been a member of the Columbia Heights Police Department since September 14, 2015, and she has been assigned to CHPD Investigations Unit since December 2019.

Investigator Wood has performed at a very high level in her current assignment. She has been recognized by other agencies for her persistent follow-up on the criminal cases that have increased significantly throughout the metro area. Because of her skills, she has been a main point of contact for other metro agencies. Investigator Wood has also been recognized for her work at CHPD, including her work in response to a shooting that occurred in the City of Columbia Heights on July 8, 2023.

Investigator Wood also takes on other significant department tasks, including several community policing initiatives such as the CHPD "Roll Call" podcast, the CHPD Teen Academy, and was a key component in the development of the "Rights and Responsibilities of Community and Police," a partnership with the Metro North Adult Education Center, and the National Constitution Center in Philadelphia, where the police department helped develop a curriculum with faculty, on American Policing, to include an understanding of the importance of active citizenship and developed techniques for enhancing civics lessons geared toward immigrants who were new to the community. Because of Investigator Wood's commitment and community service mindset, this program had a great deal of success.

Investigator Wood has also served as a mentor and has worked closely with interns who are assigned to the police department. She has excellent communication skills and has been a great role model in working with our interns. Investigator Wood's communication skills also shine through in dealing with the citizens of Columbia Heights. Whether it is working with citizens who have been crime victims, or with general public questions, she always displays a high level of professionalism and respect towards the citizens of Columbia Heights.

Investigator Wood works with a passion and positive impact that truly meets the mission of the CHPD and its commitment to active partnerships with the community in order to protect life and property, innovatively solve problems, and enhance the safety and quality of life in the communities we serve. It is for these reasons that I feel that Investigator Tabitha Wood deserves your consideration for the VFW Public Servant Award Citation.

If you have any questions or require additional information, please feel free to contact me at Laustin@columbiaheightsmn.gov or 763-706-8113.

Sincerely,



Lenny Austin
Chief of Police

COLUMBIA HEIGHTS

PROCLAMATION

Recognizing April 22, 2024, as Earth Day

WHEREAS, Earth Day was first celebrated on April 22, 1970, with the goal of inspiring an appreciation of our nation's natural resources through conservation and environmental protection; and

WHEREAS, From the conception of Earth Day, activists across Minnesota have engaged in this national movement and established a tradition of environmental consciousness. On the very first Earth Day in 1970, approximately 350 University of Minnesota students protested unsustainable energy practices; and

WHEREAS, Indigenous movements in Minnesota have organized to preserve the health and stability of the environment; and

WHEREAS, The global community is facing extraordinary environmental challenges, such as climate extremes, public health issues, economic strains, and food and water shortages; and

WHEREAS, These challenges will continue to have more severe, negative, and lasting impacts on every member of our global community, and have been found to disproportionately affect people with low income, people of color, indigenous communities, and immigrants; and

WHEREAS, The people of Columbia Heights must continue to step forward and take action to create positive environmental change to combat these extraordinary challenges; and

WHEREAS, People and organizations across Columbia Heights celebrate Earth Month with activities throughout April in recognition of our commitment to environmental stewardship while remembering that one day is not enough.

NOW, THEREFORE, be it resolved that I, Amáda Márquez Simula, Mayor of Columbia Heights, do hereby proclaim and recognize April 22, 2024, as Earth Day in the City of Columbia Heights, County of Anoka, State of Minnesota, U.S.A.

Amáda Márquez Simula, Mayor
April 22, 2024

CENTRAL AVENUE IMPROVEMENTS



April 2024



What’s going on with the Central Avenue and University Avenue study that MnDOT has been working on?

The final report is expected to be released in May. The report will conclude with 4 roadway alternatives that have been previously shared.

What information will the MnDOT study include particular to Central Avenue in Columbia Heights?

The study will provide information on right-sizing Central Avenue, which includes fewer lanes of traffic near Minneapolis and more lanes near I-694. The study will provide options but does not pick one. The study will also talk about potentially adding bicycle facilities on Central Avenue.

What are the next steps for implementing improvements and construction on Central Avenue?

MnDOT has set aside \$25 million for Central Avenue improvements from 37th Avenue to 53rd Avenue in Columbia Heights in 2028 to implement recommendations from the MnDOT study. MnDOT, Metro Transit, and the City of Columbia Heights have been coordinating with each other to delay construction of Metro Transit’s new F-Line bus rapid transit line from 2026 to 2028 in order to align both projects and to minimize impacts to the community and traveling public.

MnDOT will be sharing concept designs to the public in Summer/Fall 2024 for Central Avenue improvements to collect feedback with a goal of working towards a preferred design. Roadway design and outreach will continue through 2025 and into 2026. Stay tuned for more information to come!



CITY COUNCIL MEETING
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Monday, April 08, 2024
6:00 PM

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

MINUTES

The following are the minutes for the Meeting of the City Council held at 6:00 pm on Monday, April 8, 2024, in the City Council Chambers, City Hall, 3989 Central Avenue NE, Columbia Heights, Minnesota

WELCOME/CALL TO ORDER/ROLL CALL

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

Present: Mayor Márquez Simula; Councilmember Buesgens; Councilmember Jacobs; Councilmember Spriggs; Councilmember James

Also Present: Lenny Austin, Chief of Police; Andrew Boucher, City Planner; Aaron Chirpich, Community Development Director/ Assistant City Manager; Mitch Forney, Community Development Coordinator; Kevin Hansen, Interim City Manager; Sara Ion, City Clerk; Sulmaan Khan, City Engineer; Scott Lepak, City Attorney; Building Official Ryan Smith; Michael Grondek, City resident; Frost Simula, City resident

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PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

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

PROCLAMATIONS, PRESENTATIONS, RECOGNITION, ANNOUNCEMENTS, GUESTS

A. Engineering Staff Introduction: Ridwan Abdi, Engineering Tech IV/Grad Engineer.

City Engineer Khan introduced Ridwan Abdi, Engineering Tech IV/Grad Engineer and shared some of his background and experience.

Engineering Tech IV/Grad Engineer Ridwan Abdi thanked the Council for their warm welcome and explained that he used to live in the City so it has been a pleasure to be back.

B. April 2024 Fair Housing Month Proclamation.

Mayor Márquez Simula proclaimed April 2024 as Fair Housing Month and asked Councilmember James to read the City's proclamation.

Councilmember James read aloud the Fair Housing Month Proclamation for April 2024.

Mayor Márquez Simula asked Interim City Manager Hansen to share some of the things the City has been doing to support this effort beyond just making a proclamation.

Interim City Manager Hansen explained that he would ask Community Development Director Chirpich to fill the Council in on those efforts.

Community Development Director/Assistant City Manager Chirpich explained that in 2022, the City enacted their first Fair Housing Policy which is available on the website and explained that it reinforces many of the statements made in the Proclamation. He noted that there is a resources page on-line where residents can find information if they are concerned that their rights have been violated. He shared examples of the City's long-standing commitment to supporting affordable and fair housing such as, The Legends of Columbia Heights and Grand Central Flats. He explained that the City knows that there is more than can be done and noted that the Council had charged staff with increasing their efforts around fair housing and equity.

Mayor Márquez Simula stated that the City also wants to make sure that properties are safe and have increased the budget to ensure that more inspectors can be hired through the Fire Department, but also through Community Development.

Interim City Manager Hansen noted that item is on tonight's agenda in order to get that process moving forward.

CONSENT AGENDA

Councilmember James asked staff to elaborate and give more details on item 4, LELS Memorandum of Agreement.

Interim City Manager Hansen reviewed the items on the Consent Agenda and gave more detail on item 4. He explained that item 4 was an MOU with two of the unions within the Police Department that provides additional compensation to these units in an effort to get in front of what they will be seeing in 2024 and 2025 and particularly focuses on retention of the current police staffing. He explained that the funding would be through funding the Police Department had gotten through the 2023 legislative cycle so part of that would be used for funding this for 2024.

Councilmember James thanked Interim City Manager Hansen for the additional detail related to item 4. She noted that she was very excited that the City had received this one-time funding from the State and believes this action is a wonderful way for the City to utilize those funds to assist in keeping the officers that they have. She stated that the City has other funds that they are allocating for this effort,

but this is the first move they are making to work towards retaining and keeping their officers and sergeants.

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

- 1. Approve the March 25, 2024 City Council Meeting Minutes.**
MOTION: Move to approve the March 25, 2024 City Council Meeting minutes.
- 2. Approve the April 1, 2024 City Council Work Session Meeting Minutes.**
MOTION: Move to approve the April 1, 2024 City Council Work Session Meeting minutes.
- 3. Accept 1st Quarter 2024 Library Board Minutes.**
MOTION: Move to Accept the Library Board minutes from the 1st Quarter of 2024: January, February, March.
- 4. LELS Memorandum's of Agreement.**
MOTION: Move to approve the LELS 342 and LELS 311 attached Memorandums of Agreement with the 2024 funding for the agreements to come from the Public Safety Aid funds.
- 5. Approval of Application for Columbia Heights Athletic Boosters to Conduct Off-Site Charitable Gambling at Murzyn Hall, 530 Mill St NE, on May 5, 2024.**
MOTION: Move to approve the Off-Site Gambling application for the Columbia Heights Athletic Boosters to conduct a bingo event at Murzyn Hall, 530 Mill Street NE, on May 5, 2024, and to direct the Interim City Manager to sign the Off-Site Gambling Permit Application verifying the City's approval.
- 6. Resolution 2024-29 Approving Plans and Specifications And Ordering Advertisement For Bids For 2024 Concrete Alley Construction, Project 2406.**
MOTION: Move to waive the reading of Resolution 2024-29, there being ample copies available to the public.
MOTION: Move to adopt Resolution 2024-29 approving Plans and Specifications and ordering Advertisement for Bids for 2024 Concrete Alley Construction, City Project 2406.
- 7. Resolution 2024-30 Declaring the Intent to Bond for 2024 Alley Construction, City Project 2406.**
MOTION: Move to waive the reading of Resolution 2024-30, there being ample copies available to the public.
MOTION: Move to adopt Resolution 2024-30 being a resolution approving the declaration for the official intent of the City of Columbia Heights to bond for 2024 Alley Construction, City Project 2406.
- 8. Approval of Resolution 2024-31 Requesting Funds from the Anoka County HRA.**
MOTION: Move to waive the reading of Resolution No. 2024-31, there being ample copies available to the public.

MOTION: Move to adopt Resolution No. 2024-31, a resolution requesting funds from the Anoka County Housing and Redevelopment Authority to support economic development activities within the City of Columbia Heights.

9. Rental Occupancy Licenses for Approval.

MOTION: Move to approve the items listed for rental housing license applications for April 8, 2024, in that they have met the requirements of the Property Maintenance Code.

10. Review of Bills.

MOTION: Move that in accordance with Minnesota Statute 412.271, subd. 8 the City Council has reviewed the enclosed list to claims paid by check and by electronic funds transfer in the amount of \$1,046,817.78.

PUBLIC HEARINGS

11. First reading of Ordinance 1695, Creating a Time of Sale requirement Within the City of Columbia Heights.

Director Chirpich explained the municipalities in Minnesota are authorized under State Statute to create city-based inspection requirements for residential properties before sale. These inspections are generally referred to as "Truth in Housing Inspections," "Point of Sale Inspections," or "Time of Sale Inspections". The inspections are based upon individual criteria for minimum housing codes that are selected by each city. He explained that the establishment of a Time of Sale program seeks to improve the aging housing stock found throughout Columbia Heights and would create an inspection process for all residential properties in the City that are between one and three units, not multi-family, that would have the City inspect the properties during the sale process or a change in ownership, transfer, or conveyance. He noted that a secondary outcome of this would be that the City would be able to identify and correct more unpermitted and unlicensed work that has taken place by having this additional touch point with those properties.

Director Chirpich explained this program would also require a sewer inspection which means they would have to hire a qualified contractor to televise their sewer line and generate a report on any deficiencies. He noted that over the last few years, the City has worked hard to limit the inflow and infiltration issues that seep into the system and this would be a way to help get a handle on this and understanding some possible problem areas. He briefly reviewed the exemptions in the ordinance such as, new construction, sale or transfer to a public body, sale or conveyance of a property via sheriff's sale/bankruptcy/court order, sale or transfer of title for the purpose of demolition, properties owned or sold by the Department of Housing and Urban Development, and the sale of multi-family properties with four or more units. He explained that the inspection and certification would be good for a period of one year.

Community Development Coordinator Forney gave a presentation that outlined an overview of various Time of Sale example scenarios and how this could be used for

various properties throughout the City. He noted that if this ordinance is passed, the effective date should be May 22, 2024. He explained that Councilmember James had reached out to staff regarding the fee schedule and how this inspection fee would be calculated. He stated that staff will be bringing an amendment to the fee schedule at the April 22, 2024 City Council meeting and noted that staff was looking at setting the fee at \$160. He explained that staff had reached out to key stakeholders such as Minneapolis and St. Paul area realtors as well as the Minnesota Realtor Association.

Councilmember Jacobs asked how the issues in the photos from the presentation were discovered.

Building Official Smith explained that one of the homes depicted was a rental property that the Police called him in to come take a look at, another was a 'flip' that had gone off the rails, another one he was present for attic insulation and the homeowners were not aware that the roof had been shored up.

Councilmember Jacobs asked if a fair number of them were discovered at the time of sale or when the property was changing hands.

Building Official Smith stated that they have discovered many of them when they are posted on the MLS. He noted that when one of the most prolific house flippers was caught, he admitted to having done 14 homes in the City and they caught him through the MLS listing.

Councilmember Jacobs stated that staff had touched on the sewer issues and excess water going into the sewer system. She asked if there was any other way that the City has the ability to track that issue.

Interim City Manager Hansen explained that the I & I issue is long-standing and noted that, in the past, the way they built the sewer systems were not water or air tight, so in communities with any level of groundwater that will often enter the sanitary sewer system. He stated that they do not want that in the system, because the City has to pay for it, so if there is a way to keep that water out of the system, they want to try to achieve that. He noted that much of the City's work and effort has taken place on the public side, with things like lining and replacement.

Councilmember Jacobs asked if this was only happening on the public side of things because the City did not have access to the private side until the opportunity arises.

Interim City Manager Hansen confirmed that this was correct because the City has not access to get that information but has limited access when they do the annual televising of the sanitary sewer by flipping the cameras and looking up them up, but cannot get up them because they do not have the proper equipment. He explained that they can essentially see about two feet up so they can at least see if the connection to the sanitary sewer main is contributing to it. He noted that they are

able to garner some information by looking at it this way but the best way would be to televise the entire line. He pointed out that, by ordinance, regarding the City's sanitary sewer system, the property owner, in all cases, is responsible from the main into building or structure.

Councilmember Jacobs explained that she just wanted to make sure that everyone understood that this was not the easy way out and is something that the City needs to assertively go after.

Councilmember Buesgens asked how homeowners would find out about this once in goes into effect at the end of May. She shared an example of a 'for sale by owner' situation that would not be connected with a realtor.

Community Development Coordinator Forney explained that in congruence with reaching out to the realtors, they will also attempt to post this as many places as possible including Facebook and the newsletter in order to get this information out to the public. He noted that the new inspector will also keep an eye on the MLS listings as well and notice any property owner who has not applied for that inspection.

Councilmember Buesgens stated that she believed that FSBO was not listed on MLS and asked if there was another route for that communication.

Director Chirpich stated that they will dial up their newsletter article for the spring, but noted that there will be gaps that they will have to work through. He noted that if someone happens to slip through the process, the City will work with them to get to compliance just like they would for any violation and inform them about the requirement.

Councilmember Buesgens stated that staff had mentioned discussion of this had begun ten years ago and she has heard it started earlier than that and believes that at the time the Council Chambers and the hallway was full of DIY individuals who protested so much that the Council, at the time, backed down and did not move forward with this change. She expressed appreciation for a resident, Frost Simula, who sat with her two years before she was elected to the Council and had brought this to the Council's attention about ten years ago and is happy that they added it to their goal setting discussions last spring. She stated that related to sewer inspections, you can say that the fines are being paid by the City, but it is actually the taxpayers. She noted that the last figure she heard was around \$100,000 and understands that it can be painful when a homeowner finds out that they have clay tiles that are leaking and need to be fixed, but it will help everybody in the City and will reduce the amount they need to pay in fines to the Met Council.

Mayor Márquez Simula agreed with Councilmember Buesgens and noted that there is also the environmental impact to consider as well because it is bad for the environment in addition to the fines that need to be paid because of it. She asked if

this would be something that would go towards a Green Step City programming by reducing their I&I.

Councilmember Spriggs noted that he had some comments that he would save until the second reading of the ordinance. He thanked the Community Development staff for their work on this ordinance. He reference Section B, item 4, the 365 day exemption if the purpose is for demolition and asked what would happen if someone applied for that but did not demolish the structure.

Director Chirpich explained that they would then be subject to the program and would have to go through the inspection process in order to get a Certificate of Occupancy.

Councilmember Spriggs asked if staff had any idea of how many properties in the City there are that are one to three units that would be subject to this program.

Director Chirpich noted that they had that information at their last presentation and can look it up again.

Councilmember Spriggs suggested that they bring that information to the next meeting so people are aware of the numbers.

Mayor Márquez Simula opened the public hearing.

Frost Simula, thanked the Council for considering this program and especially Building Official Smith for the work he has done to find these properties and make sure they are carefully looked after. He noted that, as shared by Councilmember Buesgens, he had brought up this issue to the Council ten years ago. He noted that tonight's discussion has centered around the effect of these properties on the City's housing stock, but he wanted to also add perspective from the homebuyers' perspective there may be a question of why there should be a City inspection rather than just having a real estate home inspection. He explained that there is a large difference between the two inspection types and explained some of the differences. He noted that a real estate home inspector is really to help a home buyer feel good about their purchase and the Building Official is actually looking at building codes and are familiar with the building history and can actually make sure that the building is safe. He stated that when a new homebuyer ends up taking on a property that has issues, those problems cannot be put back onto the individuals who created the problem so they essentially become a victim of this kind of property flip. He reiterated his appreciation to the City for looking into this program and stated that he fully supported it.

Director Chirpich explained that he had found some 2022 data from a staff report distributed at a work session and at that time, the City was selling, on average, 300 homes per year that would qualify for this program.

Community Development Coordinator Forney stated that he found the staff data

reports and from 2012 to 2022 and noted that the average closed sales of homes that would qualify for this program was 345 per year and noted that this did not include the off market sales.

Motion by Councilmember Buesgens, seconded by Councilmember Jacobs, to close the hearing and waive the reading of Ordinance No. 1695, there being ample copies available to the public. All Ayes, Motion Carried 5-0.

Motion by Councilmember Buesgens, seconded by Councilmember Jacobs, to set the second reading of Ordinance No. 1695, being an ordinance amending chapter 5a of the Columbia Heights City Code to establish the Certificate of Property Maintenance and its associated requirements, and also amending parallel references to reflect the section change, for April 22nd, 2024, at approximately 6:00 p.m. in the Council Chambers.

Councilmember James stated that she was excited about this ordinance and felt it will be helpful. She noted that the letter the City had received from the realtors was that this would put everything on the sellers to make the repair but she appreciated that this ordinance creates the opportunity for the sellers to sell it 'as is' and the buyers to decide to put the money in escrow, which gives them options and negotiating room. She stated that she also appreciated that there was only a one year time period. She noted that the City does have a lot of I & I problems and this would be a way to at least find out where they are, but does not mandate that they be fixed. She stated that residents can work on getting the insurance program that can be found through the City website so they can start paying a little bit every month and then when there is a need there are funds to help pay for those sewer lines. She stated that it may be difficult, initially, for sellers and buyers to get into the realm of this ordinance but felt that when the City looks back in 100 years, they will be glad this was put into place.

Mayor Márquez Simula stated that she is glad the City is having this conversation and part of their goals for the year. She expressed appreciation to staff for doing the work to bring this forward and all the work and research that they have undertaken. She thanked the City Council for the changes and improvements that have been made to the budgeted to ensure that they have staff to make sure this can be taken care of in a safe manner. She stated that despite the frequent mindset of 'buyer beware', she wanted to remind people that these individuals are their neighbors and when someone moves in next door and says, "We never looked at the attic because we couldn't find the door, but now we have and it looks like the roof is falling in.", those are their neighbors and those buildings could be condemned if they aren't safe. She stated that there may be some financial inconvenience to having some repairs done this is being created in order to have safety which is one of the most important things to remember.

All Ayes, Motion Carried 5-0.

ITEMS FOR CONSIDERATION

Ordinances and Resolutions

12. **Minor Subdivision (Lot Line Adjustment) 334 and 344 40th Avenue NE.**

Planner Boucher explained that Michael Gondek, owner of Gondek Properties LLC, has requested approval of a Minor Subdivision, per City Code Section 9.104 (k), for abutting parcels of land located at 334 and 344 40th Avenue NE. The applicant owns both properties and requests a lot line adjustment to fully locate the parking area onto the commercial property at 334 40th Avenue NE from the single-family lot at 344 40th Avenue NE. The proposed lot line adjustment will allow the commercial parking area to be fully located on the commercial parcel at 334 40th Avenue NE. He reviewed the existing and proposed conditions for the lots as well as the Findings of Fact for a Minor Subdivision. He explained that staff recommended approval and that this had also been reviewed by the Planning Commission who had unanimously voted to recommend approval.

Councilmember Jacobs asked if the owner would consider marking a few spaces up towards 40th Avenue NE for the residence so they have parking available. She noted that she was fully in favor of this request, but noted that her only concern is that the cement pad to the west side of 344 was occupied by a trailer and asked if that was the portion that would be made available to the resident for backyard parking.

Planner Boucher stated it was his understanding that the rear of the property would be used for parking and as part of the dedicated easement that the residential property will still be able to maintain its parking from the rear of the property along the alley as well as with the configuration of the easement for the commercial property.

Councilmember Jacobs stated it is a distance from the alley to the house and thought that there was also an incline there so she felt it would be a bit problematic for them to reach that parking area from the house. She reiterated her suggestion that the applicant consider marking two spots up front, off 40th Avenue NE, and making them available to the resident rather than parking for the business.

Michael Gondek responded from the audience.

Mayor Márquez Simula asked Mr. Gondek to come to the podium so he could be heard.

Mr. Gondek stated that the current carriage house space was being used as storage by the resident because it was not large enough to park in. He noted that his goal was to someday build a garage and the level be lowered down to meet the concrete pad

Councilmember Jacobs asked if the concrete pad area was large enough for parking.

Mr. Gondek confirmed that the concrete pad was large enough to park a vehicle on.

Motion by Councilmember Spriggs, seconded by Councilmember Jacobs, to waive the reading of Resolution 2024-19, there being ample copies available to the public. All Ayes, Motion Carried 5-0.

Motion by Councilmember Spriggs, seconded by Councilmember Jacobs, to adopt Resolution 2024-19, being a Resolution of the City Council of the City of Columbia Heights approving a Minor Subdivision for the properties located at 334 and 344 40th Avenue NE, within the City of Columbia Heights, Minnesota, subject to certain conditions stated in the resolution. All Ayes, Motion Carried 5-0.

13. Resolution 2024-028 to Accept MN Office of Justice Program Hiring Grants.

Police Chief Austin explained that he would turn this item over to Captain Johnston because he had put a significant amount of work into these grants.

Captain Johnston explained the State of Minnesota, through the Office of Justice Programs, initiated two police hiring grants to assist in recruiting, hiring, and educating future police officer candidates due to the current recruitment challenges in law enforcement. The Police Department applied for and has been awarded two of these grants. He explained that the Pathways to Policing grant is for a candidate that has no college degree to assist with wages and tuition to complete a law enforcement degree and be eligible to be licensed as a police officer. This candidate would be hired as a part-time CSO for the grant period. He explained that the second grant is the Intensive Comprehensive Police Officer Education and Training program grant which is designed to identify a candidate with a college degree in another discipline that is interested in becoming a police officer. This grant will cover the cost of wages and tuition to obtain the necessary requirements for police officer licensing. He noted that the total of the two grants is just under \$100,000 and encouraged anyone they know who may be interested in becoming a police officer through these two programs to contact the Police Department.

Mayor Márquez Simula thanked Captain Johnston for adding the title of 'Grant Writer' onto Captain and noted that she knows he has done a lot of work on this over the last few years.

Councilmember Jacobs stated that she is very appreciative of this and realizes that the City has really had to climb outside the box and get creative and thanked staff for their work.

Councilmember Buesgens stated this was very exciting news and thanked Captain Johnston for all his hard work to make this a reality.

Mayor Márquez Simula explained that she is a member of the Regional Council of Mayors and today they had a Public Safety presentation, heard from numerous individuals, and it was nice to be able to report how well the Columbia Heights Police Department is doing because many cities cannot say the same.

Motion by Councilmember Jacobs, seconded by Councilmember James, to waive the reading of Resolution 2024-028, there being ample copies available to the public. All Ayes, Motion Carried 5-0.

Motion by Councilmember Jacobs, seconded by Councilmember James, to adopt Resolution 2024-028 being a Resolution of the City Council of the City of Columbia Heights accepting the Minnesota Office of Justice Program grants for police hiring in the total amount of \$98,288 and authorize and direct the execution of the grant agreements. All Ayes, Motion Carried 5-0.

CITY COUNCIL AND ADMINISTRATIVE REPORTS

Report of the City Council

Councilmember Spriggs attended the Council Work Session, the EDA, and the recent discussions regarding the City Manager search. He noted that there are a lot of great candidates and he is excited to be moving forward with the candidates selected. He stated that he is a Liaison to the Library Board and reported that their data shows that visits to the library is up this year and noted that the Board approved library hours to be extended a few additional hours each week and will move from 47 hours/week up to 50 hours/week. He explained that there had been some staffing issues in the past that have been resolved with some recent hires.

Councilmember Jacobs attended the information meeting on the proposed alley work and met with two different residents to discuss their concerns about things happening in the City. She noted that she had stopped into the new coffee shop on Central Avenue and also attended three different symposiums that covered THC in the Community, Government Integrity and the Hidden Agenda, and the Backside of High Density. She stated that she had also facilitated five resident reach outs.

Councilmember James attended the EDA and Work Session meetings along with the alley improvement meeting. She stated that she has also been working on an upcoming volunteer event for Central Avenue clean-up on Earth Day weekend. She stated that she would invite residents to either clean-up their own blocks and storm drains or to join them for the City-wide effort by meeting at the library at 9:00 am

Councilmember Buesgens congratulated Columbia Heights High School students who earned 22 awards at Minnesota Scholastic Arts and read aloud the names of the students who were awarded the Gold Key Award. She congratulated the six middle school students who earned the privilege of competing at State competition for Minnesota History Day and reviewed the topics that they have selected. She stated that she had attended the alley information meeting and the Planning Commission meeting. She noted that she had also attended the public improvement hearing for the five new alleys and also the meeting to review City Administration candidates. She stated that she had attended the Work Session at MnDOT and thanked everyone who signed the petition that asked them to put residents first and commuters second because they are hearing this feedback. She encouraged everyone to attend the hearings that will take place this

summer and fall and give their input. She stated that MnDOT is dedicating \$25,000,000 for the reconstruction of Central Avenue with a target date of 2028 which she finds very exciting.

Councilmember Jacobs noted that Kiwanis is selling military banners to be hung along Central Avenue and encouraged anyone interested to get in touch with her.

Mayor Márquez Simula noted that she and her husband are going to honor the service of her father-in-law with one of the banners. She stated that she had attended the Sister City meeting, a virtual Minnesota Capitol Mall visioning meeting, taught a painting class at the Senior Center, hosted a Be Smart event at the library related to gun safety, the Silverwood Three Rivers Park meeting in Golden Valley, a winter parking meeting with the Police Department, a private breakfast briefing with the Counsel General of China through Global Minnesota, and a board meeting for Art to Change the World. She noted that there is an art show coming up on April 16, 2024 at City Hall from 4:00 to 8:00 pm. She stated that she had also attended the EDA meeting and the Council Work Session in addition to numerous community members and businesses. She stated that the alley assessment hearing went well and had many people from the community in attendance. She noted that fixing the City's alley is definitely a commitment to safety and while they understand the assessments for this work can be expensive, the Council looks at the greater whole for the City with the goal of the alleys being safe. She stated that she had also attended the City Manager search meeting last week as well as the Regional Council of Mayors meeting.

Report of the City Manager

Interim City Manager Hansen stated that there will be a bit more detail at the April 22, 2024 Council meeting regarding the exciting transformation of Central Avenue. He explained that staff is in the process of completing street sweeping and have completed the east side and will be moving to the west side of town. He stated that he expects the first round of sweeping to be done in the next week or so and reminded the Council that in the spring and the fall they like to do two rounds of sweeping, if possible. He noted that City staff will be hosting the American Planning Association on April 15, 2024 and giving a tour of City Hall as well as the Ratio Apartments. He stated that for the Arbor Tree Sale they are completely sold out and reminded the Council that the City Service Expo will be held April 11, 2024 from 5:00 to 7:00 pm. He stated that during Snow Blast the City had asked residents to go through a naming contest for one of their mini-trucks which has concluded and Matthew Johnston submitted the winning name of 'Mini-towta'. He reviewed the upcoming plans for Music in the Park event dates in July and August. He stated that there is also an open house coming up for Anoka County Dispatch on April 16, 2024 from 11:00 am to 1:00 pm.

ADJOURNMENT

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

Meeting adjourned at 7:30 pm.

Respectfully Submitted,

Sara Ion, City Clerk/Council Secretary



SPECIAL CITY COUNCIL MEETING - PUBLIC IMPROVEMENT HEARING

City Hall—Council Chambers, 3989 Central Ave NE
Thursday, April 04, 2024
6:00 PM

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

MINUTES

CALL TO ORDER/ROLL CALL

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

Present: Mayor Márquez Simula; Councilmember Buesgens; Councilmember Spriggs; Councilmember James

Absent: Councilmember Jacobs

Also Present: Kevin Hansen, Interim City Manager; Sulmaan Khan, Interim City Engineer; Ridwan Abbi, Engineering Technician; Barb Thomas, Assessing Clerck

PUBLIC HEARINGS

1. Public Hearing: Improvements For 2024 Concrete Alley Construction, Project 2406.

Interim City Engineering Khan presented a summary of the informal informational meeting held on March 22, 2024.

Interim City Manager Hansen presented information regarding the alley reconstruction project including the area and scope of the work. The recommendation based on analysis of the alleys is the removal of the bituminous surface and constructing a concrete alley.

The City's cost sharing, for residential properties, is 55 percent for alley reconstruction. The proposed amount is an estimate and if the actual construction cost is lower the property owner's assessment will be reduced. The cost will not be higher than the estimate. All single-family homes pay the same rate. Apartments and commercial property pay a higher rate.

There will be additional meetings about the project, regarding the schedule and to gather additional information as needed. Final assessment hearing will be held in the fall.

Interim City Manager Hansen asked the council if there are any questions about the work to be done.

Councilmember Buesgens asked how long it took the City to save money for the alley construction and how often are the alley's replaced. Interim City Manager Hansen stated

alley construction is not eligible for any outside funding and the city has been working for about twenty years to accrue the funds. Concrete alleys typically last 60 to 80 years.

Mayor Márquez Simula opened the public hearing.

Resident Lauren Windingstad addressed the Council questioning how the improvement hearing vote would work due to Councilmember Jacobs absence and her concern regarding erosion control during the construction.

Interim City Manager Hansen explained how supermajority is used in government voting. Interim City Manager Hansen stated the City follows the required erosion control set by the State and MWMO Watershed district.

Resident Daniel Windingstad addressed the Council concerned about the cost.

Interim City Manager Hansen spoke about the city's share which keeps the construction cost down for the residents and the increase in property value the concrete alley construction would provide.

Resident Jane Halek addressed the council in favor of the alley construction, but questioned why concrete and not blacktop and was being used how will her current driveway be affected by the construction.

Interim City Manager Hansen explained why concrete is a better material for inverse alley construction and offered to explain the driveway cut ins at the resident's property.

Toni Hollingsworth addressed the council stating they have only gate access to the alley and do not feel they should be assessed for the project and do residents pay for repairs to cracked concrete alleys.

Interim City Manager Hansen said maintenance is done by the city and not assessed.

Resident Chika Menno addressed the council on behalf of her mother-in-law. She is on a limited income and does not have the funds to pay for the assessment. Chika inquired if there was financial assistance for all residents who find the assessment a hardship. Second, the driveway is new – how will the contractor not damage the new concrete driveway.

Interim City Manager Hansen noted the city offers financial assistance to income eligible senior citizens and offered to meet with the resident onsite to explain the scope of work.

Resident Constance Fitzgerald addressed the council stating she never drives down the alley and only uses it for garbage pick-up.

Maria Romero addressed the council on behalf of her father. She stated the assessment is a hardship for him, inquired how the contractor is chosen and how the interest rate is calculated.

Interim City Manager Hansen stated the interest rate is based on the interest rate the city pays when we bond for money. He also explained with seal bids the city is required to award the contract to the lowest responsible bidder.

Motion by Councilmember James, seconded by Councilmember Spriggs, to close the public hearing. All Ayes, Motion Carried 4-0.

Motion by Councilmember Buesgens, seconded by Councilmember James, to waive the reading of Resolution 2024-27, there being ample copies available to the public. All Ayes, Motion Carried 4-0.

Motion by Councilmember Buesgens, seconded by Councilmember James, to adopt Resolution 2024-27, being a Resolution of the City Council of the City of Columbia Heights ordering improvements and preparation of plans for 2024 Concrete Alley Construction, City Project 2406. All Ayes, Motion Carried 4-0.

ADJOURNMENT

Meeting adjourned at 7:15 pm.

Respectfully Submitted,

Barb Thomas, Assessing Clerk



ECONOMIC DEVELOPMENT AUTHORITY

City Hall—Council Chambers, 3989 Central Ave NE

Monday, March 04, 2024

5:00 PM

Item 3.

MINUTES

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

CALL TO ORDER/ROLL CALL

Members present: Connie Buesgens; Kt Jacobs; Rachel James; Amada Márquez-Simula; Justice Spriggs; Marlane Szurek; Lamin Dibba

Staff Present: Mitchell Forney, Community Development Coordinator; Aaron Chirpich, Community Development Director; Kevin Hansen, Interim City Manager; Sarah LaVoie, Administrative Assistant

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

1. Approve the minutes of the regular EDA Meeting of January 2, 2024.
2. Approve financial reports and payment of bills for December 2023 and January 2024 – Resolution No. 2024-04.

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

RESOLUTION NO. 2024-04

A RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY OF COLUMBIA HEIGHTS, MINNESOTA, APPROVING THE FINANCIAL STATEMENTS FOR THE MONTHS OF DECEMBER 2023 AND JANUARY 2024 AND THE PAYMENT OF THE BILLS FOR THE MONTHS OF DECEMBER 2023 AND JANUARY 2024.

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

WHEREAS, said Statute also requires the EDA to examine the statement and treasurer's vouchers or bills and if correct, to approve them by resolution and enter the resolution in its records; and **WHEREAS**, the financial statements for the months of December 2023 and January 2024 have been reviewed by the EDA Commission; and

WHEREAS, the EDA has examined the financial statements and finds them to be acceptable as to both form and accuracy; and **WHEREAS**, the EDA Commission has other means to verify the intent of Section 469.096, Subd. 9, including but not limited to Comprehensive Annual Financial Reports, Annual City approved Budgets, Audits and similar documentation; and

WHEREAS, financial statements are held by the City’s Finance Department in a method outlined by the State of Minnesota’s Records Retention Schedule,

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

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

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

ORDER OF ECONOMIC DEVELOPMENT AUTHORITY

Passed this 4th day of March 2024

Offered by: Kt Jacobs
Seconded by: Justice Spriggs
Roll Call: All ayes of present. MOTION PASSED.

Vice President

Attest:

Secretary

Staff Introductions

Chirpich introduced Sarah LaVoie who is the new Administrative Assistant. Márquez-Simula asked to do introductions.

LaVoie noted that she has been employed for a month and that her previous job was the DMV. Jacobs mentioned that she is on the Council and has a background in the printing field and has her own business which include substance assessments. Szuerk stated she was previously on the Council and Planning Commission and has been on the EDA for a long time. Forney noted he is the Community Development Coordinator. Márquez-Simula explained that she is the mayor. Buesgens stated she has been on the Council for seven years. Spriggs and James noted that they are on the Council. Lamin noted he was new to the EDA. Hansen added that he is the Interim City Manager.

BUSINESS ITEMS

3. Interfund Loan to the City for the Purchase of the Property Located at 675 37th Ave NE

Chirpich reported in October of 2023 Jeff Bobby and Steve’s put up for sale their lot located at 675

37th Ave NE. Due to its strategic positioning, the City Entered into a purchase agreement to acquire the property. The property is strategic because it is at the heart of the redesign of the City's Municipal Service Center (MSC). Right now, the City is in the process of planning for the eventual redevelopment of the MSC campus. The current site plans for this effort attempt to re-design the MSC campus without utilizing the subject property. These re-design efforts have proven difficult, as the City desires to replace its current two-story main MSC building with a one story building meeting current design standards resulting in more square footage. This design change means that the main building will have a significantly larger footprint. The need for more building space makes it difficult to place the main building while working within the current roadway configuration that serves the site. Several of the initial site configurations have identified the need to close the primary access street (Madison) serving the site, thereby driving the need to acquire additional right-of-way to relocate Madison Avenue. With the acquisition of 675 37th Avenue the City's re-design efforts for the MSC campus will have significantly more flexibility, and the City will not have to adjust the area roadways.

Chirpich added that though this project falls under the purview of the City, the City is requesting a temporary loan from the EDA to finance the acquisition of the site. It is a regular practice for the City or the EDA to lend each other money for projects that meet the goals of each entity. The most recent example is the loan that the EDA received from the City to purchase the NE Bank building that eventually led to the redevelopment of the Ratio/City Hall project.

Chirpich stated the EDA's Redevelopment Fund 408 holds the majority of the EDA's remaining fund balance. The outstanding balance on fund 408 is \$1,468,000. This excludes the \$310,000 earmarked for 2024's budget. After the loan of \$950,000 fund 408 will have \$518,000 remaining in the fund. The terms of the loan allow for three years of 0% interest. The Council can pay the loan back at any point in time and can do so early if the EDA finds an urgent need of funds. Staff estimates the proposed loan will be repaid within 3 years of the issuance date. In the unlikely event the loan is not repaid within 3 years, interest accrues at the rate of 1% to clarify that this is a loan and not a permanent transfer of funds to the City.

Questions/Comments from Members:

Szurek asked if the building would be on the lot that is being purchased or if the new building would be where the current building is. Hansen replied that the building would be on the lot on some level and that the building would be single story.

Szurek asked if the Public Works building would extend into the blue area that is indicated on the map in the Agenda Packet on page 40. Hansen explained that in the back of the building is the materials and transition storage area as well as two cold storage areas. He added that more space is needed, especially for the recycling center. The fueling station will remain open without a fence so that other departments are able to access it. He added that it will eventually be asked to be shut down since it is old and does not meet current code requirements.

Szurek asked when construction would begin. Hansen replied that it depends on the funding but once it is authorized construction will begin as soon as possible.

Jacobs asked if it was more advisable to replace the fueling station during construction or to wait until it is asked to be shut down. Hansen explained that there is a noncompliant letter for the fuel station but it is grandfathered in by the State due to the age of the tanks. The fuel station still met monitoring requirements which is why the State has allowed the City to keep the tanks there. It would be important to have a complete site plan so the City could know where the new tanks would be located.

Jacobs asked if it would be anticipated that there would be cost savings to do the entire project at one time. Hansen replied no since it is a specialized area and are not many contractors that put in fueling stations.

Buesgens noted that there is an area that is owned by SACA and asked if there was an area that would be used by the City. Hansen replied that he did not know since it is an area that needs to be developed further and would need to go through the site planning process.

Motion by James, seconded by Buesgens, to waive the reading of Resolution No. 2024-05, there being ample copies available to the public. All ayes of present. MOTION PASSED.

Motion by James, seconded by Jacobs, to approve Resolution 2024-05, a Resolution of the Economic Development Authority of Columbia Heights, Minnesota, approving an interfund loan from Economic Development Authority Redevelopment Fund 408 to City Capital Improvements Fund 411. All ayes of present. MOTION PASSED.

RESOLUTION NO. 2024-05

A RESOLUTION APPROVING AN INTERFUND LOAN FROM ECONOMIC DEVELOPMENT AUTHORITY REDEVELOPMENT FUND 408 TO CITY CAPITAL IMPROVEMENTS FUND 411

WHEREAS, by separate action, the City of Columbia Heights seeks to acquire certain real property at 675 37th Avenue Northeast for subsequent redevelopment within the City of Columbia Heights; and

WHEREAS, the City of Columbia Heights requires temporary financing for acquisition of said property; and

WHEREAS, the Economic Development Authority has determined that the proposed acquisition and redevelopment are consistent with its goals and purposes, and it has sufficient resources to provide such temporary financing; and

WHEREAS, the Economic Development Authority and the City agree to the following internal loan terms for this temporary financing:

1. Principal of \$950,000 will be advanced by the Economic Development Authority after the passage of this resolution.
2. Interest accrues at zero percent per annum during the three years following the issuance date.
3. Interest accrues at one percent per annum after the three years following the issuance date.

4. All principal and accrued interest will be repaid by the City of Columbia Heights on or before the redevelopment of the site.

NOW, THEREFORE BE IT RESOLVED, the Economic Development Authority of the City of Columbia Heights approves an interfund loan from Economic Development Authority Redevelopment Fund 408 to City Capital Improvements Fund 411 in the amount of \$950,000.

ORDER OF ECONOMIC DEVELOPMENT AUTHORITY

Passed this 4th day of March 2024

Offered by: Rachel James
Seconded by: Kt Jacobs
Roll Call: All ayes of present. MOTION PASSED.

Vice President

Attest:

Secretary

4. Façade Improvement Grant Report Royal Restoration

Forney reported that this report pertains to Royal Restorations' 2024 Façade Improvement Grant application for their new location at 3984 Central Ave NE. Royal Restoration used to be located on the corner of 40th and Central but was required to move when the owner of 3988 Central Ave NE sold the building. They were able to take over the space of the chiropractor one building to the south. Paul Dingeman still owns the building but will be closing his chiropractic building. Royal Restoration is looking to replace the awning on the front of the building to reflect the change in business. Due to the color of the building, the awning will be replaced with a slightly different shade of blue or purple. They have obtained two bids for the replacement of the awning, with the lower of the two coming in at \$9,950. At this cost, Royal Restoration is eligible for reimbursement of \$4,750. Community Development Staff recommends funding the project in full. The movement of businesses from 3988 Central has been difficult for the community, but retaining at least one of the businesses from the move can be seen as a win. Renderings of the proposed sign and bids are included in the attached application.

Motion by Jacobs, seconded by Márquez-Simula, to waive the reading of Resolution No. 2024-06, there being ample copies available to the public. All ayes of present. MOTION PASSED.

Motion by Jacobs, seconded by Dibba, to adopt Resolution No. 2024-06, a Resolution of the Economic Development Authority of Columbia Heights, Minnesota, 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 a façade improvement grant agreement with Royal Restoration Inc. All ayes of present. MOTION PASSED.

RESOLUTION NO. 2024-06

A RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY OF COLUMBIA HEIGHTS, MINNESOTA, 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 AGREEMENT WITH ROYAL RESTORATION INC

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; and

WHEREAS, the Authority has thoroughly reviewed copies of the proposed form of the Grant Agreement.

NOW, THEREFORE BE IT RESOLVED that, after appropriate examination and due consideration, the Authority

1. approves the form and substance of the grant agreement, and approves the Authority entering into the agreement with Royal Restoration Inc
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 grant agreement.
3. that the City Manager, as the Executive Director of the Authority, is hereby authorized and directed to execute and take such action as they deem necessary and appropriate to carry out the purpose of the foregoing resolution.

ORDER OF ECONOMIC DEVELOPMENT AUTHORITY

Passed this 4th day of March 2024

Offered by: Kt Jacobs
Seconded by: Lamin Dibba
Roll Call: All ayes of present. MOTION PASSED.

Vice President

Attest:

Secretary

5. EDA Priorities and Goals Discussion 2024

Forney explained that Staff wanted to bring forward various information and open up for discussion on what the EDA’s priorities and goals are. Currently the EDA Budgets \$310,000 per year for the following three programs:

Façade improvement grant program:

The Façade Improvement Grant program offers grants of 50% of a projects cost up to \$5,000 for Façade improvements to commercial buildings. Currently the EDA Budgets \$50,000 for the program which includes the installation of cameras on participating businesses. Over the life of the program the EDA has averaged approximately 4 grants per year. The largest expenditure of the program is the installation of cameras at various businesses. In 2023 the EDA paid just over \$32,000 dollars to place cameras on 5 separate businesses.

Fire Suppression Grant Program:

The Fire Suppression Grant program offers grants of 50% of the project cost up to \$30,000 for fire suppression upgrades. The EDA currently budgets \$60,000 per year and utilizes both available grants. Staff have also had a lot of interest from businesses at the start of 2024. On average it costs a business approximately \$80,000 to run a water line to the building and build out the fire suppression system. Of the course of the program, the City has released three Fire Suppression grants totaling \$104,436.

Commercial Revitalization Program:

The commercial Revitalization Program is a wide-ranging program that has been tailored to acquire legally non-conforming single-family properties that are zoned commercially. While there is no specific program language, the EDA has budgetary requirements on the fund. These requirements allow for the EDA to utilize the funds for the purchase and redevelopment of commercially non-compliant properties. In the past couple of years this funding has been utilized to purchase a multitude of properties along Central Ave for future redevelopment. The EDA funds this initiative at \$200,000 per year.

Forney added that the EDA also utilizes the Anoka County HRA Levy to fund various projects and

initiatives as opportunities present themselves. The fund currently has \$147,585.

Forney explained that the new programs that will begin this year include the Metropolitan Affordable Sales Tax. The City will be receiving approximately \$260,000 per year in funds spent on affordable housing initiatives. To begin the utilization of the funds the City will be establishing an Affordable Home Improvement Loan and NOAH Preservation Program. The remaining funds will be utilized for a variety of partnerships and initiatives as opportunities present themselves.

Forney reviewed the goals from the Council. In 2023 The City Council went through an in-depth goal setting session:

Thriving and Vibrant Destination Community

- a. Flourishing business districts, restaurants, and entertainment.
- b. Redevelopment to meet community needs.
- c. Stable/rising property values.
- d. Revitalize existing housing.
- e. Recognize and support small businesses and incubators.
- f. Attainable housing for all stages of life.
- g. Promoting public art and supporting artists. h. Welcomed, engaged, and connected rental community.

Forney explained that Staff looked through all the similar size or slightly larger cities within the metropolitan area and found the following city run grant programs. During this research Staff found a large amount of state and nonprofit programs that will be added to the City's website moving forward. Forney presented the following information:

West St. Paul has a Façade Grant similar to Columbia Heights's with grants up to \$10,000.

Bloomington offers a Sewer Availability Charge Grant to assist business moving to the community.

Anoka offers a fire suppression grant program with grants of \$1-\$3.50 per sq ft.

Blaine offers a fire suppression grant program along with a small business improvement loan program. Which aims to increase tax base, improve blighted properties, increase employment, and bring properties into conformance with existing city and state codes.

Brooklyn Center offers three major programs. First, they offer a revolving loan program for facades, build outs, capital purchases, or construction. Loans have a fixed 2% interest rate and have a minimum of \$5,000 and Maximum of \$100,000. Second, they offer a small business micro-loan to be used for working capital, inventory, equipment, and general operations, with loan amounts up to \$50,000. Last, they offer both Sewer Availability Charge deferral and reduction programs.

Brooklyn Park Offers: A Microbusiness Loan Program which funds loans ranging from \$1,000 to \$10,000 for small businesses. This program is meant to help businesses fund critical projects and build business credit and payment history. A Real Estate Equipment Loan Fund which provides

loans from \$50,000 to \$300,000 for businesses seeking financing for equipment, working capital, and more. Last, a Sewer Availability and Water Access Charge Deferral Program which allows eligible businesses and property owners to pay the costs of up to 10 SAC and 10 WAC over 5 years at 3% interest.

Coon Rapids offers two city run programs. The Coon Rapids Commercial/Industrial Loan Fund lends money for land, building, machinery, or equipment. The loans offered must be 50% of project cost up to \$200,000. The second program they offer is the Coon Rapids Commercial Fix up Fund which targets exterior building improvements and site improvements. This is funded in the form of a loan of up to \$150,000.

Forney added that the goal of this session is to sit down with the EDA and get a feel for the priorities of the commission. While not specifically a goal setting session staff want to get an understanding of the EDA's priorities and discuss potential new initiatives for staff to pursue.

Questions/Comments from Members:

Buesgens asked how many cameras have been installed through the Façade Improvement Grant. Forney replied that he did not have the exact number but could report back.

Buesgens asked how cameras that need to be replaced are funded. Forney replied that if a camera needs to be replaced, Staff will come back to the EDA.

Dibba asked what the timeline would be to include street lights. Chirpich replied that the Police Department is still trying to secure grant funding for that.

Buesgens asked if the City would have to own the property in order to do a business incubator (like in Brooklyn Park) or if it could be shared with another entity in the City as a partnership. Chirpich replied that there are great partnership opportunities.

Chirpich explained that Staff believe that commercial revitalization is in a good place and to keep the funding. The fire suppression grant is picking up in popularity and Staff like where the funding is at. Staff wonder if there is a redirect for the Façade Improvement Grant and potentially expand in an art component through a public art grant and to include in the façade grant landscaping elements that are permanent. He added that there was a concept for the City to look at a commercial loan program through the EDA with a low interest 2% gap program.

Buesgens asked if there was a reason the City would prefer to do permanent landscaping. Chirpich explained that Staff want to ensure that the landscaping lasts. Buesgens suggested partnering with businesses to do something like a rain garden and promote using low maintenance native plants. Jacobs added that she would like to see trees included in the landscaping.

Hansen mentioned that Buesgens' idea could be a good program to look at for the stormwater utility. The City has helped give grants to residential properties in the past to support rain gardens. If the Council is interested in a program like that, the stormwater utility would be the funding

source. He added that it would be a good time to look into that because the bonding in the debt repayment is coming off in 2024. He added that the City provides trees and help folks get trees planted.

Buesgens asked if money used for artwork could be cumulative each year, especially if there was a year where the funding was not used. Chirpich replied that that is how he saw it working.

Buesgens asked who would evaluate and approve the art since there is no art commission and added that it was something to think about in the future. Chirpich replied that the EDA would approve and evaluate the art until an art commission was created.

James explained that the item she is most interested in is expanding the façade improvement grant program to include other things that have to do with landscaping and art. She added that she likes the idea of the gap funding for businesses. She asked what “last available” meant for businesses for the gap funding and if it meant showing personal capital or investment capital to prove to the City that they tried. Chirpich replied to vet borrowers, the City would partner with a bank or Central Minnesota Community Development Corporation where the City could turn it over to one of those options and they would do the review.

Jacobs asked what the amount for the façade program was. Chirpich replied \$50,000 with a max of \$5,000 and a 50% match. A \$10,000 project would get the City \$5,000. Jacobs asked what the average has been. Forney replied \$4,000. Jacobs explained that she did not want to start the art funding amount at \$10,000 but would be more interested in started at \$5,000. Buesgens disagreed. Jacobs clarified that she did not want \$5,000 for the total amount available for art, but for each project to limit it to \$5,000. Buesgens stated that prices can range from \$10,000 to \$100,000.

Forney explained that Staff would like to get a feel from the EDA on what topics or items they would like Staff to bring back with additional details or research.

Buesgens stated she would like to learn more about art, and fourplexes with the NOAH program.

Márquez-Simula thanked Staff for bringing the goals from the Council back to the EDA. She added that it was mentioned that the escrow fund could also be a way to build up funds for art. Police have mentioned cameras inside apartment buildings if managers approved and wondered if it was something the EDA would want to look into.

James asked Dibba what would help create new businesses and jobs in the City. Dibba replied that from his experience, the number one obstacle he had in trying to have a business in the City was the location. He added that his friends who have businesses in other cities typically have additional help from those cities. Businesses typically struggle the first 2-3 years, but if there is help to find resources, that can help the business a lot.

Jacobs asked Dibba what prohibited him from started a business in Columbia Heights. Dibba replied that it was the location since he was trying to find a storefront area that also had high visibility.

Márquez-Simula explained that she liked the micro loan idea and including a landscaping designer. She added that a graphic designer could be included to help with the website, or menus, etc. Forney noted that it could be tied into Open to Business which is a County run program. Dibba added that it could be helpful to have small business loans available, or help with basic business support like book keeping.

Spriggs agreed with the ideas the EDA liked such as the art concept and the public infrastructure that would be permanent. He asked if some of the permanent landscaping would be torn out during the Central Avenue redevelopment. He mentioned an idea of compiling a list of businesses that could be included in the City's newsletter in order to give businesses more visibility. Buesgens noted that while she was in Maple Grove she noticed that the city would put out advertising for the businesses in their city.

James asked if business could use the Open to Business resource and then the City could use it as a request for loan applications. This would help the City from having to advise as much as well as incentivize the program.

Buesgens noted that it has been difficult to fill large office space locations and asked if that was true for small businesses as well. Forney replied that it is completely different and added that it is nearly impossible to find restaurant locations right now because the demand is so high.

Spriggs asked if the lot located near 47th Avenue and Central Avenue was a site that was being considered for redevelopment. Forney replied that there are two lots and one of them was owned by Hyvee but recently sold it to the owner of the other lot. The City does not know what the plans are for the site.

BUSINESS UPDATES

Chirpich explained that there would be another façade grant for a new business coming to town. Forney added that the new business will be selling Turkish treats and nuts. During the previous Council meeting, the Council had interest in deconstructing the 39th Avenue properties. He added that the City sold a property to Habitat for Humanity last week. The asbestos abatement has been completed on 94 144th Avenue and the 39th Avenue properties. The Fire Department is getting ready to start their project of burning the single family house on 39th Avenue.

Forney added that Krash Drums is continuing to move forward. Rail Werks has their façade up and will be receiving the façade grant this week. They are working on getting their liquor license. Staff were reached out by a homeowner on Central Avenue to sell their home to the City.

James asked if there was an update on the grocer on 44th Avenue. Chirpich replied that they are doing a site visit on April 3, 2024.

ADJOURNMENT

Motion by Jacobs, seconded by Buesgens, to adjourn the meeting at 6:18 pm. All ayes. MOTION

PASSED.

Respectfully submitted,



Mitchell Forney, Community Development Coordinator



SUSTAINABILITY COMMISSION
City Hall—Shared Vision Room, 3989 Central Ave NE
Tuesday, March 12, 2024
6:00 PM

APPROVED MINUTES

CALL TO ORDER/ROLL CALL

The meeting was called to order by Chairperson Ahmadvand at 6:02 p.m.

Members present: Commissioners Ahmadvand, Finkelson, Groseth, Jensen Christen, LaPlante, Leoni-Helbacka, Kurek, Evenson

Members absent: Commissioner Johnson

Staff present: Sulmaan Khan, Interim City Engineer
 Liz Bushaw, Administrative Assistant
 Andrew Boucher, City Planner

Staff absent: Liam Genter, Urban Forestry Specialist

Council Liaison: Connie Buesgens (present)

APPROVAL OF MINUTES

Motion by Ahmadvand, seconded by LaPlante to approve the minutes of February 16, 2024 as presented. Motion passed unanimously.

OLD BUSINESS

1. Sustainable Purchasing Policy Update

Khan said that he did see some comments on the group's Teams page that had been created. Ahmadvand asked what the cutoff should be to get feedback to Sulmaan – Sulmaan said that whenever the group is comfortable they can move on to next steps. Boucher said that if they have questions, he can run it past the MPCA resource he has. LaPlante suggested that we do that as our version of the policy is close to completed. Boucher said that most of the work has been done that would be needed for a City Council work session, and Khan stated that May is probably the soonest time that this could get on the agenda. Evenson suggested that the deadline for the commission to get in comments would be in two weeks so that we can have them in time for the May work session.

2. Complete Streets Policy Update

Khan had included a draft of the policy in the packet, and went through the comments – many of them have to do with not having the information to report on certain things. Some

roadways were mentioned that are actually state roadways, so they become hard to prioritize. Finkelson brought up that we should include MNDOT and county roads as MNDOT had said they didn't consider sidewalks to be their business. The trigger for the complete streets program would just be when the street is up for reconstruction. Boucher asked if the county or MNDOT have complete street design standards – Khan said that for sure the state does. Boucher asked if we could incorporate their language into our policy, and Khan replied that it is somewhat in the policy already. Boucher said that there is a complete streets evaluation tool – we can upload our policy and judge our policy based on the feedback. Khan said that the entire policy is in the Teams group and to please go in and make comments. LaPlante asked if we can add language about coordinating with other entities about the connected streets that would include a community engagement piece. Finkelson stated that there should be some language outlining the expectations for the city are such that our streets are “complete” streets. Khan asked for clarification about what “downtown” means – Boucher explained that we do have a central business district that could be considered downtown. Boucher asked if everyone could put their final comments in by the next meeting, and possibly this will go on the May work session for City Council.

3. Partners in Energy Update

Khan stated that Columbia Heights has been approved for the Partners in Energy Program. Boucher explained a little more about the program and said that he has a couple of contacts there who can schedule a kickoff meeting for us in order to go over the process and plan what would be best for the community. We would put together an Energy Action Team that can include community members, city staff, businesses etc. Ahmadvand said that having this kickoff at the expo would be a good idea, and Boucher agreed. LePlante asked if a tabling event would get the message across, and Boucher said that he is open to ideas about that. Ahmadvand said it might be best to have a separate event if there is enough interest at the tabling event. Groseth suggested that we have the date and time of the stand-alone event available for folks who might be interested. Boucher said that he liked the engagement for the Medtronic project, and something similar might work well for this project. Having a landing page for the Sustainability Commission would be a good way to promote the commission in general. Khan introduced Grant who works for the CEE and would like to be involved in the PIE program. Grant gave a short explanation about what the CEE does. Ahmadvand asked what involvement would be needed from the schools, and Boucher said they could be a good resource for getting the word out and community engagement. Boucher also said that some feedback they got was to clarify goals: social equity, land use etc.

4. GreenCorps Host Site Update

Boucher said that there is a companion program called ImpactCorps – they accept proposals as they get them, so it is a rolling application. There is also the ability to suggest a particular person for the role. GreenCorps is not a quarterly application – it is yearly. Leoni-Helbacka said that the subcommittee formed at the previous meeting is called the Sustainable Collaboration Committee – they will research and bring up other opportunities

for grants or internships. They can investigate this ImpactCorps and find where we might have a need for it. Boucher said that he would encourage the subcommittee to put their suggestions into a workplan. Jenson-Christen said that talking to city staff to identify where there might be needs in the city for an internship would be helpful. Kurek suggested that GIS maps might be a great project to get one of these interns started on.

5. Sustainability Commission Newsletter Submission

LaPlante said that she came up with about 6 topic ideas for a submission. LaPlante went over what ideas that she came up with. They decided that xeriscaping would be the best topic to cover first for the newsletter, and compost and organics topics can be covered in the city Expo. Boucher brought up a new citywide Time of Sale policy that may include some energy audits.

6. Implementing Ban on Black Plastic To-Go Containers From Restaurants

Kurek asked if we could get in contact with the Business Council – this might be a great topic to chat with them about. Leoni-Helbacka said that there is program called minimize that does a reusable takeaway program that some of our businesses might be interested in knowing about.

7. People Over Parking Act

Finkelson mentioned withdrawing this until further notice.

8. City Representation

Groseth said that she would like to have more representation at city events. We could have a couple of people at many events in the city and tailor the message to the event.

NEW BUSINESS

9. Expo

Ahmadvand asked how many people would want to go to the Expo, several members of the commission will be at the event. LaPlante asked to send ideas for handouts and print outs to our communications team. Ahmadvand asked about approving the materials that we will have at the table – the group can send over ideas for comments. Kurek asked about the PIE being included in the tabling event and whether or not we should have a GreenSteps City blurb as well. Ahmadvand asked if it would be possible to get the SC webpage up by the time the expo happens.

10. Round Robin

Connie shared that Fridley submitted a grant application for a hydraulic separator that would reduce pollutants to Sullivan Lake.

Evenson brought up park system planning, and wanting to be included in some of that planning.

ADJOURNMENT

Motion by Ahmadvand, seconded by LaPlante to adjourn the meeting at 7:26 p.m. Motion passed unanimously.

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



CITY COUNCIL MEETING

AGENDA SECTION	CONSENT AGENDA
MEETING DATE	APRIL 22, 2024

ITEM:	League of Minnesota Cities Emerging Leader Award Letter of Support for Jesse Hauf.		
DEPARTMENT:	Administration	BY/DATE:	Will Rottler / April 18, 2024
CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i>			
<input type="checkbox"/> Healthy and Safe Community		<input type="checkbox"/> Thriving and Vibrant Destination Community	
<input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly		<input type="checkbox"/> Strong Infrastructure and Public Services	
<input checked="" type="checkbox"/> Trusted and Engaged Leadership		<input type="checkbox"/> Sustainable	

BACKGROUND

Each year the League of Minnesota Cities honors cities and leaders with the City of Excellence Awards, C.C. Ludwig Award, James F. Miller Leadership Award, and Sustainable City Award. This year, the City of Columbia Heights staff would like to nominate Information Technology Director Jesse Hauf for the Emerging Leader Award.

SUMMARY OF CURRENT STATUS

As part of the nomination process, the City Council must submit a letter or statement from the nominee’s city council verifying its support for the nomination.

STAFF RECOMMENDATION

Staff recommends approving the letter of support for Jesse Hauf to be submitted for the LMC Emerging Leader Award.

RECOMMENDED MOTION(S):
MOTION: Move to approve the letter of support for Jesse Hauf to be submitted for the LMC Emerging Leader Award.

ATTACHMENT(S):

League of Minnesota Cities Emerging Leader Award for Jesse Hauf.

3989 Central Avenue NE
Columbia Heights,
Minnesota, 55421
Ph: (763) 706-3607

League of Minnesota Cities
145 University Ave W
St Paul, MN 55103

Mayor
Amáda Márquez Simula

Councilmembers
Connie Buesgens
Kt Jacobs
Rachel James
Justice Spriggs

Re: Letter of Support – Jesse Hauf LMC Award

Dear League of Minnesota Cities Awards Committee,

The City of Columbia Heights City Council is pleased to support the nomination for Jesse Hauf for the 2024 League of Minnesota Cities Emerging Leader Award.

Since being hired in December of 2021, Jesse has not only made an impact by overhauling the City’s Information Technology department, but under his leadership, the Information Technology department has a well thought out vision in place for each City department. Outside of the walls of the City Hall, Jesse is also laying the groundwork to help guide the future of accessible and equitable broadband Internet in Columbia Heights.

When Jesse was hired in 2021, the department was understaffed and underfunded when the City made the decision to bring aboard an IT Director that could build the department from the ground up and get technology on track in the City. With Jesse leading the IT department, the department has added two full-time positions and has added several consultants to meet the needs of the ever-changing world of information technology.

Most recently, Jesse played a crucial role in modernizing the City’s technology and helping plan out the move to a new City Hall in August of 2023.

As mentioned in the description of the Emerging Leader Award on the LMC website, Jesse has made meaningful contributions to the City of Columbia Heights, and always shows promise for continuing service and leadership.

Sincerely,

The Columbia Heights City Council



CITY COUNCIL MEETING

AGENDA SECTION	CONSENT
MEETING DATE	APRIL 22 ND , 2024

ITEM:	Allocate Use of Funds and Authorize Expenditures Using 2023 Public Safety Aid.							
DEPARTMENT: Police and Fire	BY/DATE: Chief Austin/Chief Thompson, April 12, 2024							
<p>CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i></p> <table> <tr> <td><input checked="" type="checkbox"/> Healthy and Safe Community</td> <td><input type="checkbox"/> Thriving and Vibrant Destination Community</td> </tr> <tr> <td><input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly</td> <td><input checked="" type="checkbox"/> Strong Infrastructure and Public Services</td> </tr> <tr> <td><input type="checkbox"/> Trusted and Engaged Leadership</td> <td><input type="checkbox"/> Sustainable</td> </tr> </table>			<input checked="" type="checkbox"/> Healthy and Safe Community	<input type="checkbox"/> Thriving and Vibrant Destination Community	<input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly	<input checked="" type="checkbox"/> Strong Infrastructure and Public Services	<input type="checkbox"/> Trusted and Engaged Leadership	<input type="checkbox"/> Sustainable
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<input type="checkbox"/> Trusted and Engaged Leadership	<input type="checkbox"/> Sustainable							

BACKGROUND

In 2023, the State of MN provided Public Safety Aid to the City of Columbia Heights in the amount of \$956,556 to provide Public Safety. The Police Department and Fire Department have identified the following purchase recommendations to best meet existing department needs that are not currently covered by operating and capital budgets and meet the criteria for the expenditure of these funds.

SUMMARY OF CURRENT STATUS

The recommended budget allocations and expenses are outlined as below:

Authorize the Police Chief to enter an agreement with BowMac to conduct Critical Incident Management training for police, fire, and city leadership in 2025. These are comprehensive courses that provide simulation-based training for the response to an all-hazards incident. BowMac is a sole-source provider of this style training, and the city has used them in the past with positive results. Up to \$35,000 of Public Safety Aid is authorized for this expense.

Authorize an increase to the 2024 paid-on-call firefighter rate to \$22.00 an hour and Lieutenants to receive an additional \$3.50 an hour to aid in recruitment and retention of paid-on-call firefighters. Up to \$40,000 in Public Safety Aid is allocated for this expense.

Allocate up to \$80,000 in Public Safety Aid to enable the fire department to employ Paid-On-Call firefighters for additional hours above our current abilities. This will address gaps in coverage due to staff shortages and scheduled absences. Furthermore, the increased shift duties will provide valuable practical experience, enhancing the skills and expertise of the firefighters.

Authorize the Fire Chief to expend up to \$36,000 to purchase Wireless Vehicle Extenders (WVE) for fire department vehicles. The WVE provides a more stable and redundant communication platform. This will improve performance both in daily operations and during emergency events. The specific WVE will be selected by competitive bids.

Authorize the Police Chief to expend up to \$59,700 to replace patrol rifles and accessories. Current patrol rifles are over 15 years old exhibiting malfunctions and are at risk of increased failures. The rifle purchase will be made through JP Enterprises as a sole source vendor, having determined their product best meets police department needs. Accessory purchases will be made using Cooperative Purchase Vendor pricing and vendors.

Authorize the Police Chief to expend up to \$39,040 to replace the department Glock handguns and purchase accessories and training. The current department service pistols are nearing the end of their recommended use period, and the sighting technology has improved significantly since the original purchase, and the replacements will be outfitted with more accurate holographic sights. The pistols will be purchased from Kiesler using Cooperative Purchase Venture pricing. Accessories will be purchased using finance department guidelines.

Authorize the Fire Chief to expend up to \$36,000 in Public Safety Aid to purchase soft body armor and carriers for fire fighters. The purchase will be made using finance department guidelines and may include multiple vendors.

Authorize the Police Chief to purchase two ballistic shields for up to \$12,500 using Public Safety Aid. These shields offer additional protection for police officers in critical incident situations. The purchase will be made using Cooperative Purchase Venture pricing through Streichers.

Authorize the Police Chief to enter into a service agreement with Flock Camera to provide LPR cameras at multiple points in the city. The cameras improve the police department’s investigative abilities as well as response to criminal activity. Up to \$150,000 is allocated for this multi-year project and includes expenses for the LPR audit. Flock is a sole-source vendor for this project.

STAFF RECOMMENDATION

These options were reviewed in detail at the April 1 City Council work session and staff recommends funds be allocated and the listed purchases approved.

RECOMMENDED MOTION(S):
MOTION: Move to allocate 2023 Public Safety Aid funds in the amount of \$483,899 for the expenses as listed in the Summary of Current Status section.
MOTION: Move to authorize the purchases as outlined in the Summary of Current Status section.

ATTACHMENT(S):



CITY COUNCIL MEETING

AGENDA SECTION	CONSENT
MEETING DATE	APRIL 22, 2024

ITEM:	Accept Proposal for Professional Services for the MSC Preliminary Plans, Project No. 2111.								
DEPARTMENT:	Public Works	BY/DATE:	Kevin Hansen / April 16, 2024						
<p>CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i></p> <table> <tr> <td><input type="checkbox"/> Healthy and Safe Community</td> <td><input type="checkbox"/> Thriving and Vibrant Destination Community</td> </tr> <tr> <td><input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly</td> <td><input checked="" type="checkbox"/> Strong Infrastructure and Public Services</td> </tr> <tr> <td><input type="checkbox"/> Trusted and Engaged Leadership</td> <td><input type="checkbox"/> Sustainable</td> </tr> </table>				<input type="checkbox"/> Healthy and Safe Community	<input type="checkbox"/> Thriving and Vibrant Destination Community	<input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly	<input checked="" type="checkbox"/> Strong Infrastructure and Public Services	<input type="checkbox"/> Trusted and Engaged Leadership	<input type="checkbox"/> Sustainable
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<input type="checkbox"/> Trusted and Engaged Leadership	<input type="checkbox"/> Sustainable								

BACKGROUND

In the 2021 Public Works approved budget, the creation of a Master Plan for the Municipal Service Center (MSC) was adopted in Fund 411, Capital Government Buildings. An MSC Master Plan was established creating a plan for future operations but provided 3 options for the overall site plan. Now that additional property has been acquired (675 37th Avenue), a final site plan should be prepared.

In addition, at the last council meeting, the Council amended the Project Budget an additional \$175,000 to account for past costs, the bonding lobbyist, site environmental analysis, and preliminary design. When the Master Plan was prepared, staff obtained proposals from three architects and awarded that contract to Oertel Architects. In discussion with the Council and to prepare for the future building replacement, the following assumptions are included:

- The project will consist of two phases: Final Site Design and Schematic Design. The project will then be on hold until funding has been acquired.
- The services will include architectural and civil design, with input mechanical and electrical engineering in the form of design narratives.
- The planning and design will now include the acquired the adjacent property to the south of the existing public works yard for inclusion for this project.
- Design will assume the granting of State bond money, which will trigger adherence to the B3 Design Guidelines
- Energy modeling for B3 optional at this phase
- The architect will update and provide an opinion of construction cost
- The product of this work effort will be included in an update of the State Pre-Design Manual

Staff requested a proposal from Oertel for the following scope:

Update / Final Site Layout

1. Review of previous program developed, update as necessary regarding staff and equipment.
2. Revise site plan options with inclusion of additional land.

3. Civil to provide estimate of stormwater retention space required.
4. Revise preliminary floor plans to show programmed space is accounted for.
5. Review preliminary documents and scope with owner and revise per comments received.
6. Provide square footage based opinion of cost Develop a detailed cost estimate based on the option.

Schematic Design

1. Provide detailed site plan, paving, plantings, parking.
2. Provide detailed floor plan (s) for main building and accessory buildings, fuel island, and recycling center as required.
3. Provide exterior rendering options for City review.
4. Provide exterior material samples for review and selection.
5. Revise and provide final rendering option.
6. Civil 30% complete set: paving, grading, utilities, drainage, landscaping, cost estimate.
7. Provide mechanical, electrical and structural design narratives.
8. Provide energy model adhering to B3 standards to assist with opinion of cost.
9. Update opinion of cost.
10. Use Schematic Package to update State Pre-Design Manual.

The updated Final Site Layout is expected to be complete end of June, with the Schematic Design complete by September 1st.

STAFF RECOMMENDATION

Accept the proposal from Oertel Architects for the preparation of the Final Site Plan and Schematic Desing in the amount of \$131,580. Funding will be provided from the General Government Building Fund 411.

RECOMMENDED MOTION(S):
MOTION: Move to award the professional services contract for the preparation of a Final Site Plan and Schematic Design, Project 2111, to the firm of Oertel Architects based upon their proposal dated April 16, 2024 for a not to exceed fee of \$131,580, plus reimbursables, appropriated from Fund 411-52111-3050.



CITY COUNCIL MEETING

AGENDA SECTION	CONSENT
MEETING DATE	APRIL 22, 2024

ITEM:	Award Of Professional Services For Development of Safe Streets For All Citywide Safety Action Plan.	
DEPARTMENT:	Public Works	BY/DATE: Interim City Engineer / April 16, 2024
CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i>		
<input checked="" type="checkbox"/> Healthy and Safe Community		<input type="checkbox"/> Thriving and Vibrant Destination Community
<input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly		<input type="checkbox"/> Strong Infrastructure and Public Services
<input type="checkbox"/> Trusted and Engaged Leadership		<input type="checkbox"/> Sustainable

BACKGROUND

The City had applied for and was awarded a grant in the amount of \$200,000, with a local City match of \$50,000, through the federal Safe Streets for All program for development of a citywide safety action plan. The goal of this plan is to increase safety for the traveling public within the City and includes not only motor vehicles but also bicycles and pedestrians as well.

City staff also applied for state funding to cover the local City match portion of the federal grant that was received. The City was successful in getting approved for these state funds and was awarded up to \$48,000 to use towards the City's match.

SUMMARY OF CURRENT STATUS

Requests for proposals were sent to five firms specializing in development of roadway safety action plans. Two proposals were received in response to our request. The plan development fees are as follows:

Bolton & Menk	\$239,999 + 7.5% contingency = \$257,999
SRF	\$249,754 + 7.5% contingency = \$268,486

A 7.5% contingency was included with the estimated fee for each consultant to account for additional work or analysis that the City may request as part of the plan development.

The required work plan for each firm's submittal included:

- Project management
- Comprehensive safety analysis
- Community & stakeholder engagement
- Integrated action plan
- Identify & prioritize safety interventions
- Design concepts

- Innovative approaches and solutions
- Comprehensive citywide speed limit analysis
- Final report and documentation

While both proposals would provide successful safety action plan development, staff scored Bolton & Menk’s proposal higher and recommends award to them because of more robust community and stakeholder engagement and also because their estimated fees was lower.

STAFF RECOMMENDATION

Staff recommends accepting Bolton & Menk’s proposal in the amount of \$257,999, which includes 7.5% contingency, for development of a Safe Streets for All (SS4A) Citywide Safety Action Plan with funding provided by the federal SS4A program, state IJA matching fund program, and City general funds if needed.

RECOMMENDED MOTION(S):

MOTION: Move to award the Safe Streets for All Citywide Safety Action Plan development, Municipal Project No. 2407, to the consulting engineering firm of Bolton & Menk based upon their qualified, responsible proposal for a cost not-to-exceed \$257,999 which will be funded with federal funds, a state match, and from Fund 101.3100.43050.2407 as needed.



CITY COUNCIL MEETING

AGENDA SECTION	CONSENT
MEETING DATE	APRIL 22, 2024

ITEM:	Accept Corrective Asphalt Materials Proposal For Bituminous Street Surface Treatment, Project 2401.		
DEPARTMENT:	Public Works	BY/DATE:	Interim City Engineer / April 16, 2024
CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i>			
<input type="checkbox"/> Healthy and Safe Community		<input type="checkbox"/> Thriving and Vibrant Destination Community	
<input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly		<input checked="" type="checkbox"/> Strong Infrastructure and Public Services	
<input type="checkbox"/> Trusted and Engaged Leadership		<input type="checkbox"/> Sustainable	

BACKGROUND

Staff has been in search of a bituminous surface treatment as an alternative to the seal coat program. There are ongoing performance issues and related concerns with excess rock accumulating in curb and gutter, driveways, and yards both in fall after the seal coat and the following spring after plowing. Several cities in the metro area have successfully used Reclamite by Corrective Asphalt Materials (CAM). Various streets in Columbia Heights have been treated with Reclamite in 2021, 2022, and 2023. The City of St. Anthony has been using Reclamite for several years with good results.

With the Reclamite product, an emulsion is spread on the street surface and covered with crushed limestone. The limestone is swept the following day. The crushed limestone (smaller than seal coat rock) is applied to minimize tracking and not as an integral part of the surface treatment. Subsequently, less limestone is applied. Reclamite can only be placed on untreated bituminous surfaces.

SUMMARY OF CURRENT STATUS

A proposal for Reclamite pavement treatment has been received. Following acceptance of the proposal, the work will be scheduled to be completed in Summer 2023.

STAFF RECOMMENDATION

Staff obtained a proposal from CAM to apply Reclamite on several streets totaling over 38,000 square yards of pavement, which are shown on the attached map, that have been evaluated as being good candidates for surface treatment. The proposal is \$1.20 per square yard, for a total of \$46,178.40. Reclamite is a proprietary product. Attached is a sole source applicator letter for CAM.

Staff recommends awarding the Reclamite treatment contract to Corrective Asphalt Materials.

Funding for the Reclamite treatment will be from Infrastructure and State Aid Maintenance funds.

RECOMMENDED MOTION(S):

MOTION: Move to accept the proposal from Corrective Asphalt Materials to apply Reclamite to select city streets, Project 2401, for an estimated cost of \$46,178.40 appropriated from Funds 430.3100.45185.2401 and 212.3190.45185.2401.

ATTACHMENT(S):

CAM Reclamite Proposal
Sole Source Applicator Letter
Map



Mailing Address:
300 Daniel Boone Trail
South Roxana, IL 62087
Phone: 618-254-3855
Fax: 618-254-2200

Item 9.

Locations:
300 Daniel Boone Trail, South Roxana, IL 62087
43W630 Wheeler Road, Sugar Grove, IL 60554

April 8, 2024

Sulmaan Khan
City of Columbia Heights – Public Works
3989 Central Ave. NE
Columbia Heights, MN 55421
skhan@columbiaheightsmn.gov

Hello Sulmaan,
Corrective Asphalt Materials, LLC, (CAM) thanks you for the opportunity to bid the City of Columbia Heights Pavement Preservation Project. Please accept the following as our formal proposal to apply Reclamite Maltene Based Rejuvenating Agent to selected asphalt pavement.

- **Apply Reclamite to 38,482 SY of selected asphalt pavement**
- **CAM’s responsibilities:**
 - **Furnish and apply Reclamite**
 - **Furnish and apply lime screenings**
 - **All traffic control and signs related to project**
 - **Street Sweeping post application**
 - **Handle any complaints or issues that may arise from application**
- **Unit Price: \$1.20 SY**

Total Price \$46,178.40

City of Columbia Heights responsibilities:

- **Resident Notifications and No Parking signs as needed**
- **Provide locations for staging and disposal of screenings**

Alternate: Mechanical Presweeping @ \$.05/SY

Price: \$1,924.10

Mike Sumrall, Operations Manager will be contacting you to schedule the project.
Info: mike@cammidwest.com, Cell: 630-465-4142

Billing Information (please fill out upon acceptance)

Name : _____

Address: _____

Phone Number: _____

Thank you again for the opportunity. We look forward to providing our professional services.

Sincerely,
Michael Sumrall
Operations Manager

Colleen West
Business Development

APPROVED BY:

Sign

Date



1134 Manor St. • Oildale, CA 93308 / P.O. Box 5877 • Bakersfield, CA 93388 Phone
661.337.9979 - Email: jim@tricorrefining.com

April 16, 2024

Sulmaan Khan -Assistant City Engineer
City of Columbia Heights | Public Works - Engineering Department
637 38th Ave NE | Columbia Heights, MN 55421

Dear Sulmaan Khan

RE: Sole Source Applicator for Reclamite Preservative Seal 2024

Corrective Asphalt Materials
P.O. Box 87129
South Roxana, IL 62087

This letter confirms that TRICOR Refining, LLC has appointed Corrective Asphalt Materials, South Roxana, Illinois to market and apply Reclamite® Preservative Seal and CRF Restorative Seal as the sole source supplier/applicator in the States of Minnesota. Corrective Asphalt Materials has the necessary equipment and product familiarity to provide a successful application. Corrective Asphalt Materials has a very successful track record in the state of Minnesota with Reclamite® rejuvenating applications.

TRICOR Refining, LLC – Reclamite® Preservative Seal is the only maltene based asphalt rejuvenator marketed nationally with a 50 plus year history of product use. Reclamite® has been proven in various testing by state, county and government agencies to decrease viscosity and increase penetration value of the asphalt.

Please feel free to contact me if you have any questions.



Yours truly,

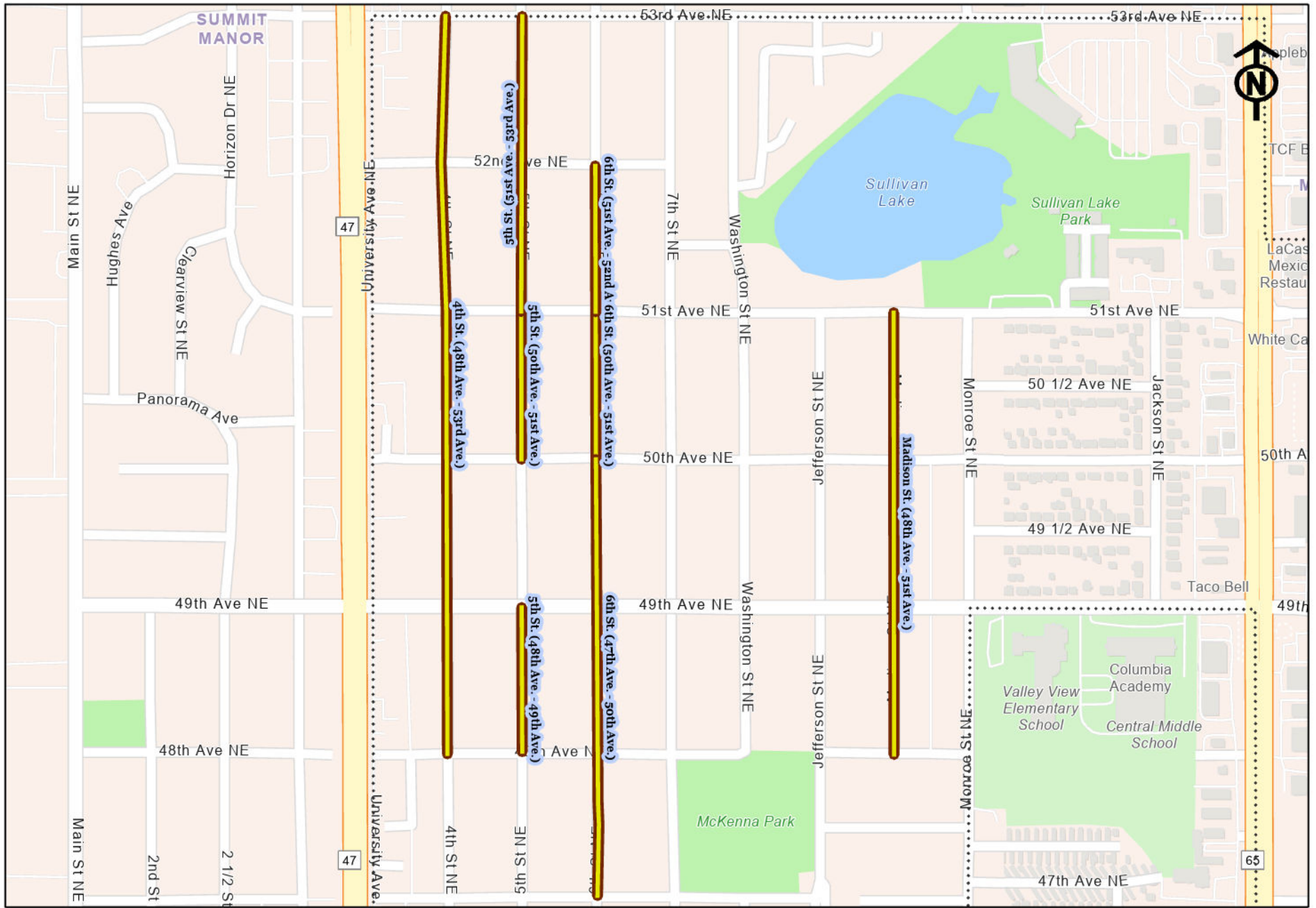
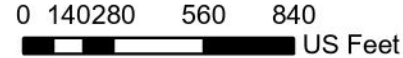
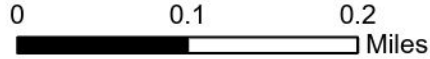
Brett Towns
Brett Towns
Marketing Manager
TRICOR Refining, LLC
Producers of Golden Bear Preservation Products
Cellular: 530-491-8251



2024 RECLAMITE PROJECT

Legend

-  2024 Reclamite Treatment
-  City Limits





CITY COUNCIL MEETING

AGENDA SECTION	CONSENT AGENDA
MEETING DATE	04/22/2024

ITEM:	License Agenda		
DEPARTMENT:	Community Development	BY/DATE:	Sarah LaVoie, 04/18/2024
CORE CITY STRATEGIES:	<input checked="" type="checkbox"/> Healthy and Safe Community <input type="checkbox"/> Thriving and Vibrant Destination Community <input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly <input type="checkbox"/> Strong Infrastructure and Public Services <input type="checkbox"/> Trusted and Engaged Leadership <input type="checkbox"/> Sustainable		

BACKGROUND

Attached is the business license agenda for the April 24th, 2024, City Council meeting. This agenda consists of applications for 2024: contractor, tree service, massage therapist, and secondhand merchant licenses.

At the top of the license agenda there is a phrase stating "*Signed Waiver Form accompanied application", noting that the data privacy form has been submitted as required. If not submitted, certain information cannot be released to the public.

RECOMMENDED MOTION(S):
MOTION: Move to approve the items as listed on the business license agenda for April 22 th 2024, as presented.

ATTACHMENT(S):

1. License Agenda 04-22-2024

TO CITY COUNCIL APRIL 22nd, 2024

*Signed Waiver Form accompanied application

<u>CONTRACTOR LICENSES – 2024</u>		
*MARSH HEATING & AIR CONDITIONING	6248 LAKELAND AVE N. BROOKLYN PARK, MN 55428	\$80
*SIGNMINDS INC	1400 QUINCY ST NE. MINNEAPOLIS, MN 55413	\$80
*SIGNART CO INC	2170 DODD ROAD MENDOTA HEIGHTS, MN 55120	\$80
<u>TREE SERVICES-2024</u>		
*YES TREE	9201 PINEVIEW LN N. MAPLE GROVE, MN 55369	\$80
<u>MASSAGE THERAPIST OR MASSAGE THERAPY BUSINESS-2024</u>		
*BI JUAN LIN	100 W. CALIFORNIA ST #208 SAINT PAUL, MN 55117	\$350
<u>SECONDHAND MERCHANTS-2024</u>		
*TVI INC DBA SAVERS	4849 CENTRAL AVE NE. COLUMBIA HIEGHTS, MN 55421	\$200



CITY COUNCIL MEETING

AGENDA SECTION	CONSENT
MEETING DATE	APRIL 22, 2024

ITEM:	Rental Occupancy Licenses for Approval.							
DEPARTMENT:	Fire Department	BY/DATE: Assistant Fire Chief Dan O’Brien / April 22, 2024						
<p>CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an “X” in front of the selected text below)</i></p> <table style="width: 100%;"> <tr> <td><input checked="" type="checkbox"/> Healthy and Safe Community</td> <td><input type="checkbox"/> Thriving and Vibrant Destination Community</td> </tr> <tr> <td><input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly</td> <td><input checked="" type="checkbox"/> Strong Infrastructure and Public Services</td> </tr> <tr> <td><input type="checkbox"/> Trusted and Engaged Leadership</td> <td><input type="checkbox"/> Sustainable</td> </tr> </table>			<input checked="" type="checkbox"/> Healthy and Safe Community	<input type="checkbox"/> Thriving and Vibrant Destination Community	<input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly	<input checked="" type="checkbox"/> Strong Infrastructure and Public Services	<input type="checkbox"/> Trusted and Engaged Leadership	<input type="checkbox"/> Sustainable
<input checked="" type="checkbox"/> Healthy and Safe Community	<input type="checkbox"/> Thriving and Vibrant Destination Community							
<input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly	<input checked="" type="checkbox"/> Strong Infrastructure and Public Services							
<input type="checkbox"/> Trusted and Engaged Leadership	<input type="checkbox"/> Sustainable							

BACKGROUND

Consideration of approval of the attached list of rental housing license applications.

RECOMMENDED MOTION:
MOTION: Move to approve the items listed for rental housing license applications for April 22, 2024, in that they have met the requirements of the Property Maintenance Code.

ATTACHMENT:

Rental Occupancy Licenses for Approval – 4-22-24



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

Rental Occupancy Licenses for Approval - 4/22/24:

LICENSEE	LICENSE ADDRESS	LICENSE INFORMATION
Abraham, Joseph Peters Place LLC/Pergola Property Managment 201 Western Ave N Saint Paul, MN 55102	3940 Peters PI NE	24-0007322 Rental License [Over 3 Units] Number of licensed units: 16 \$602.00
Barnes, Shirley Crest View Corporation 4444 Reservoir Blvd NE Columbia Heights, MN 55421	4458 Reservoir Blvd NE	24-0007198 Rental License [Over 3 Units] Number of licensed units: 74 \$1,878.00
Bona, Dean DabCo Properties, LLC 13154 Avocet Street NW Coon Rapids, MN 55448	3951 Polk St NE 3953 Polk St NE	24-0007323 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00
Breiland, Mark 631 37th LLC 1405 Urbandale Lane Plymouth, MN 55447	631 37th Ave NE	24-0007239 Rental License [Over 3 Units] Number of licensed units: 7 \$404.00
Damerow, Allen 619 Driftwood Ct New Brighton, MN 55112	4615 Chatham Rd NE	24-0007209 Family Exempt Rental License Number of licensed units: 1 \$75.00
Dettman, Alex Strathmore Dettman, LLC 3654 6th Street N Minneapolis, MN 55412	3919 Polk St NE	24-0007321 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
Egal, Asli 3858 La Belle St NE Columbia Heights, MN 55421	3850 Labelle St NE	24-0007149 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
Galarza, Edison 802 Main St NE Minneapolis, MN 55413	4124 6th St NE	24-0007331 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
Garaad, Said 4134 7th St NE Columbia Heights, MN 55421	1175 Polk PI NE	24-0007117 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
Gondek, Michael Gondek Properties LLC 334 40th Ave NE Columbia Heights, MN 55421	325 Summit St NE	24-0007305 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00

LICENSEE	LICENSE ADDRESS	LICENSE INFORMATION
Gondek, Michael Gondek Properties LLC 334 40th Ave NE Columbia Heights, MN 55421	344 40th Ave NE	24-0007307 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
Halek, Jane 4602 Fillmore St. NE Columbia Heights, MN 55421	4600 Fillmore St NE	24-0007357 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
Hedlund, Laurel Lookout Place LLC 3915 Lookout Place#13 Columbia Heights, MN 55421	3915 Lookout Pl NE	24-0007157 Rental License [Over 3 Units] Number of licensed units: 11 \$492.00
Holman, Ken Twin City Rent A Home LLC 18202 Minnetonka Blvd. Deephaven, MN 55391	3923 Lookout Pl NE	24-0007160 Rental License [Over 3 Units] Number of licensed units: 11 \$492.00
Kalsi, Henna JRK Dynamic Solutions, LLC 3306 Salem Point Dr Rochester, MN 55902	4806 Madison St NE	24-0007217 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
Kramer, Robert Gairbyat LLC 4333 Glenwood Ave Golden Valley, MN 55422	4207 Fillmore St NE	24-0007334 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
Lamberty Pabon, Jashira 6612 Berkshire Ln N Maple Grove, MN 55311	220 42nd Ave NE 218 42nd Ave NE	24-0007131 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00
Lish, Heidie 3401 Brunswick Ave S Saint Louis Park, MN 55416	4036 Reservoir Blvd NE	24-0007328 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00
Ludkowski, Christopher SFR Acquisitions 6 LLC 6500 International Pkwy#1100 Plano, TX 75093	718 51st Ave NE	24-0007243 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
Marquette, Joel 4300 Reservoir Blvd NE Columbia Heights, MN 55421	4000 2nd St NE	24-0007164 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
Milian Ramos, Alma 1560 Dana Ct. NE Fridley, MN 55432	5240 7th St NE	24-0007235 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
<i>*New License</i>		
O'Donnell, Sullivan (Clancy) 2150 Innsbruck Pkwy Columbia Heights, MN 55421	2150 Innsbruck Pkwy NE	24-0007401 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00

LICENSEE	LICENSE ADDRESS	LICENSE INFORMATION
Ortiz Ortiz, Gladys 8028 Glenwood Dr Lino Lakes, MN 55014	4311 Monroe St NE	24-0007184 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
Papke, Michael 1715 37th Ave NE Columbia Heights, MN 55421	1715 37th Ave NE 1717 37th Ave NE	24-0007301 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00
Quaas, Timothy 3727 Reservoir Blvd NE Columbia Heights, MN 55421	3727 Reservoir Blvd NE #1	24-0007313 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
Reichow, Charles Sugarland Properties 11671 Alder St NW Coon Rapids, MN 55448	1308 45 1/2 Ave NE 1306 45 1/2 Ave NE	24-0007295 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00
Seawell, David 8201 Pleasant View Court Mounds View, MN 55112	5060 Mulcare Dr NE	24-0007391 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
Seubert, James Seubert, LLC 3988 Hayes St NE Columbia Heights, MN 55421	3974 Hayes St NE	24-0007326 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
Siwek, Fanny 1327 Circle Terrace Blvd Columbia Heights, MN 55421	1325 Circle Terrace Blvd NE	24-0007123 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
Solls, Mark IH3 Property Minnesota LP 1717 Main St#2000 Dallas, TX 75201	1440 Parkview Ln NE	24-0007300 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
Solls, Mark IH2 Property Illinois, LP 1717 Main St#2000 Dallas, TX 75201	4201 Main St NE	24-0007333 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
Solls, Mark IH3 Property Minnesota LP 1717 Main St#2000 Dallas, TX 75201	4425 Jefferson St NE	24-0007348 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
Solls, Mark IH2 Property Illinois, LP 1717 Main St#2000 Dallas, TX 75201	4623 Heights Dr NE	24-0007211 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
Spore, Anna 18465 Lakeview Point Drive NE Wyoming, MN 55092	5110 Washington St NE 5112 Washington St NE	24-0007227 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00

LICENSEE	LICENSE ADDRESS	LICENSE INFORMATION
Spore, Anna 18465 Lakeview Point Dr NE Wyoming, MN 55092	5118 Washington St NE 5116 Washington St NE	24-0007228 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00
Strom, John Heights Properties LLC 9801 Co Rd 7 NW Brandon, MN 56315	3914 Tyler St NE	24-0007155 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
Sultana, Zehra Clifton Properties LLC 8445 Center Dr Spring Lake Park, MN 55432	1020 40th Ave NE	24-0007279 Rental License [Over 3 Units] Number of licensed units: 4 \$338.00
Sultana, Zehra Clifton Properties, LLC 8445 Center Dr Spring Lake Park, MN 55432	1206 Circle Terrace Blvd NE 1208 Circle Terrace Blvd NE	24-0007118 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00
Taylor, Shonda 6567 North Shore Trail N Forest Lake, MN 55025	4459 6th St NE	24-0007199 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
Thiam, Alioune 3605 4th Ave S Minneapolis, MN 55409	3957 Polk St NE	24-0007162 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00
Thompson, Mitchell 3405 46th Ave S Minneapolis, MN 55406	4615 Tyler St NE	24-0007360 Rental License [Over 3 Units] Number of licensed units: 4 \$338.00
Ulvin, Rolf 6897 Rolling Acres Rd Excelsior, MN 55331	3843 Hayes St NE 3843 1/2 Hayes St NE	24-0007148 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00
Walker, Andrew 1106 E 38th St LLC 3719 Xerxes Ave S Minneapolis, MN 55410	543 40th Ave NE	24-0007238 Rental License [Over 3 Units] Number of licensed units: 8 \$426.00
Wilson, Kelly Belden River Real Estate LLC 1730 New Brighton Blvd#107 Minneapolis, MN 55413	1000 50th Ave NE 1002 50th Ave NE	24-0007105 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00
Wilson, Kelly Belden River Real Estate LLC 1730 New Brighton Blvd#107 Minneapolis, MN 55413	4800 Jefferson St NE	24-0007216 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00



CITY COUNCIL MEETING

AGENDA SECTION	CONSENT AGENDA
MEETING DATE	APRIL 22, 2024

ITEM:	Review of Bills.							
DEPARTMENT:	Finance Department	BY/DATE: April 22, 2024						
<p>CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i></p> <table> <tr> <td><input type="checkbox"/> Healthy and Safe Community</td> <td><input type="checkbox"/> Thriving and Vibrant Destination Community</td> </tr> <tr> <td><input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly</td> <td><input type="checkbox"/> Strong Infrastructure and Public Services</td> </tr> <tr> <td><input checked="" type="checkbox"/> Trusted and Engaged Leadership</td> <td><input type="checkbox"/> Sustainable</td> </tr> </table>			<input type="checkbox"/> Healthy and Safe Community	<input type="checkbox"/> Thriving and Vibrant Destination Community	<input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly	<input type="checkbox"/> Strong Infrastructure and Public Services	<input checked="" type="checkbox"/> Trusted and Engaged Leadership	<input type="checkbox"/> Sustainable
<input type="checkbox"/> Healthy and Safe Community	<input type="checkbox"/> Thriving and Vibrant Destination Community							
<input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly	<input type="checkbox"/> Strong Infrastructure and Public Services							
<input checked="" type="checkbox"/> Trusted and Engaged Leadership	<input type="checkbox"/> Sustainable							

BACKGROUND

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

STAFF RECOMMENDATION

Approve payments since previous City Council Meeting.

RECOMMENDED MOTION(S):
MOTION: Move that in accordance with Minnesota Statute 412.271, subd. 8 the City Council has reviewed the enclosed list to claims paid by check and by electronic funds transfer in the amount of \$1,110,456.90.

ATTACHMENT(S):

List of Claims

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 04/05/2024 - 04/18/2024

Item 12.

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
04/11/2024	MAIN	1187 (A)	15507305	ALLIED UNIVERSAL SECURITY	SISECURITY JPM 032324-032424	101.5050.43050	160.00
04/11/2024	MAIN	1188 (A)	3669234	ARTISAN BEER COMPANY	032624 INV	609.0000.14500	1,305.00
		1188 (A)	3670341		032924 INV	609.0000.14500	1,454.40
		1188 (A)	3670340		032924 INV	609.0000.14500	2,132.60
		1188 (A)	386594		031324 INV	609.0000.14500	(685.39)
							4,206.61
04/11/2024	MAIN	1189 (A)	INV1497	BETTER FUTURES MN	FIRST HALF PAYMENT DECONSTRUCTION	O408.6414.43050	5,828.00
04/11/2024	MAIN	1190 (A)	018963	FIRST CHOICE COFFEE SERVICE	EQUIPMENT RENTAL 0424	101.1940.42175	125.00
04/11/2024	MAIN	1191 (A)	2506484	JOHNSON BROTHERS LIQUOR CO.	032224 INV	609.0000.14500	738.00
		1191 (A)	2506486		032224 INV	609.0000.14500	567.00
		1191 (A)	2506480		032224 INV	609.0000.14500	96.00
		1191 (A)	2496976		030724 INV	609.0000.14500	128.00
		1191 (A)	2505504		032124 INV	609.0000.14500	424.00
		1191 (A)	2505505		032124 INV	609.0000.14500	504.00
		1191 (A)	2505509		032124 INV	609.0000.14500	2,520.00
		1191 (A)	2505508		032124 INV	609.0000.14500	54.00
		1191 (A)	2508710		032724 INV	609.0000.14500	3,995.99
		1191 (A)	2508708		032724 INV	609.0000.14500	136.00
		1191 (A)	2508705		032724 INV	609.0000.14500	240.00
		1191 (A)	2508713		032624 INV	609.0000.14500	320.00
		1191 (A)	2508711		032624 INV	609.0000.14500	2,067.00
		1191 (A)	2509791		032824 INV	609.0000.14500	356.75
		1191 (A)	2509789		032824 INV	609.0000.14500	440.00
		1191 (A)	2509790		032824 INV	609.0000.14500	621.20
		1191 (A)	2500239		031324 INV	609.0000.14500	308.50
		1191 (A)	2508710		032724 INV	609.9791.42199	29.41
		1191 (A)	2508709		032724 DEL	609.9791.42199	0.24
		1191 (A)	2508708		032724 INV	609.9791.42199	1.40
		1191 (A)	2508705		032724 INV	609.9791.42199	3.04
		1191 (A)	2509791		032824 INV	609.9791.42199	9.80
		1191 (A)	2509789		032824 INV	609.9791.42199	7.70
		1191 (A)	2509790		032824 INV	609.9791.42199	7.25
		1191 (A)	2500239		031324 INV	609.9791.42199	4.20
		1191 (A)	2506484		032224 INV	609.9792.42199	9.80
		1191 (A)	2506486		032224 INV	609.9792.42199	8.40
		1191 (A)	2506480		032224 INV	609.9792.42199	1.64
		1191 (A)	2496976		030724 INV	609.9792.42199	2.80
		1191 (A)	2506479		032224 DEL	609.9792.42199	1.40
		1191 (A)	2505504		032124 INV	609.9792.42199	10.20
		1191 (A)	2505505		032124 INV	609.9792.42199	10.20

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 04/05/2024 - 04/18/2024

Item 12.

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		1191 (A)	2505509		032124 INV	609.9792.42199	43.40
		1191 (A)	2505508		032124 INV	609.9792.42199	1.40
		1191 (A)	2508713		032624 INV	609.9793.42199	5.60
		1191 (A)	2508711		032624 INV	609.9793.42199	21.72
							13,688.84
04/11/2024	MAIN	1192 (A)	6756774	PHILLIPS WINE & SPIRITS INC	032224 INV	609.0000.14500	282.50
		1192 (A)	6756773		032224 INV	609.0000.14500	380.87
		1192 (A)	6756772		032224 INV	609.0000.14500	936.00
		1192 (A)	6756771		032224 INV	609.0000.14500	364.00
		1192 (A)	6759292		032824 INV	609.0000.14500	543.90
		1192 (A)	6759292		032824 INV	609.9791.42199	7.70
		1192 (A)	6756774		032224 INV	609.9792.42199	14.00
		1192 (A)	6756773		032224 INV	609.9792.42199	4.20
		1192 (A)	6756772		032224 INV	609.9792.42199	8.40
		1192 (A)	6756771		032224 INV	609.9792.42199	11.20
							2,552.77
04/11/2024	MAIN	1193 (A)	2458831	SOUTHERN GLAZER'S	032124 INV	609.0000.14500	1,041.25
		1193 (A)	2458833		032124 INV	609.0000.14500	1,009.00
		1193 (A)	2458834		032124 INV	609.0000.14500	767.28
		1193 (A)	2458835		032124 INV	609.0000.14500	1,536.80
		1193 (A)	2456010		031424 INV	609.0000.14500	1,245.67
		1193 (A)	2456009		031424 INV	609.0000.14500	649.50
		1193 (A)	2461424		032824 INV	609.0000.14500	1,123.00
		1193 (A)	2458829		032124 INV	609.0000.14500	125.93
		1193 (A)	2458830		032124 INV	609.0000.14500	96.19
		1193 (A)	2458832		032124 INV	609.0000.14500	359.60
		1193 (A)	2458828		032124 INV	609.0000.14500	197.73
		1193 (A)	2458826		032124 INV	609.0000.14500	320.44
		1193 (A)	2458825		032124 INV	609.0000.14500	171.00
		1193 (A)	2458827		032124 INV	609.0000.14500	247.00
		1193 (A)	2458820		032124 INV	609.0000.14500	202.47
		1193 (A)	2458806		032124 INV	609.0000.14500	2,186.05
		1193 (A)	2458819		032124 INV	609.0000.14500	1,007.64
		1193 (A)	2461422		032824 INV	609.0000.14500	2,015.30
		1193 (A)	2461421		032824 INV	609.0000.14500	924.50
		1193 (A)	2461423		032824 INV	609.0000.14500	314.97
		1193 (A)	2461426		032824 INV	609.0000.14500	682.00
		1193 (A)	2461436		032824 INV	609.0000.14500	2,322.00
		1193 (A)	2461435		032824 INV	609.0000.14500	
		1193 (A)	2461434		032824 INV	609.0000.14500	
		1193 (A)	2461433		032824 INV	609.0000.14500	170.12

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		1193 (A)	2461430		032824 INV	609.0000.14500	1,021.22
		1193 (A)	2461428		032824 INV	609.0000.14500	171.00
		1193 (A)	2459497		032224 INV	609.0000.14500	116.97
		1193 (A)	2461432		032824 INV	609.0000.14500	755.50
		1193 (A)	2461420		032824 INV	609.0000.14500	1,394.74
		1193 (A)	2461429		032824 INV	609.0000.14500	731.74
		1193 (A)	2461427		032824 INV	609.0000.14500	282.00
		1193 (A)	2461424		032824 INV	609.9791.42199	21.76
		1193 (A)	2458820		032124 INV	609.9791.42199	0.64
		1193 (A)	2458806		032124 INV	609.9791.42199	15.36
		1193 (A)	2458819		032124 INV	609.9791.42199	5.12
		1193 (A)	2461422		032824 INV	609.9791.42199	28.27
		1193 (A)	2461421		032824 INV	609.9791.42199	6.40
		1193 (A)	2461423		032824 INV	609.9791.42199	4.48
		1193 (A)	2461426		032824 INV	609.9791.42199	3.84
		1193 (A)	2461436		032824 INV	609.9791.42199	16.64
		1193 (A)	2461435		032824 INV	609.9791.42199	8.96
		1193 (A)	2461434		032824 INV	609.9791.42199	1.28
		1193 (A)	2461433		032824 INV	609.9791.42199	3.84
		1193 (A)	2461430		032824 INV	609.9791.42199	7.68
		1193 (A)	2461428		032824 INV	609.9791.42199	2.77
		1193 (A)	2459497		032224 INV	609.9791.42199	0.64
		1193 (A)	2461432		032824 INV	609.9791.42199	7.68
		1193 (A)	2461420		032824 INV	609.9791.42199	7.36
		1193 (A)	2461419		032824 DEL	609.9791.42199	6.51
		1193 (A)	2461429		032824 INV	609.9791.42199	5.12
		1193 (A)	2461427		032824 INV	609.9791.42199	6.40
		1193 (A)	2458831		032124 INV	609.9792.42199	7.68
		1193 (A)	2458833		032124 INV	609.9792.42199	21.76
		1193 (A)	2458834		032124 INV	609.9792.42199	11.52
		1193 (A)	2458835		032124 INV	609.9792.42199	11.52
		1193 (A)	2456010		031424 INV	609.9792.42199	15.36
		1193 (A)	2458823		032124 DEL	609.9792.42199	3.84
		1193 (A)	2456009		031424 INV	609.9792.42199	7.68
		1193 (A)	2458829		032124 INV	609.9792.42199	1.28
		1193 (A)	2458830		032124 INV	609.9792.42199	1.28
		1193 (A)	2458832		032124 INV	609.9792.42199	6.40
		1193 (A)	2458828		032124 INV	609.9792.42199	1.92
		1193 (A)	2458826		032124 INV	609.9792.42199	7.03
		1193 (A)	2458824		032124 DEL	609.9792.42199	1.28
		1193 (A)	2458825		032124 INV	609.9792.42199	
		1193 (A)	2458827		032124 INV	609.9792.42199	

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
							23,997.56
04/11/2024	MAIN	198576	3889560	ADAM'S PEST CONTROL, INC	PEST CONTROL PSB 032624	101.2100.43050	51.54
		198576	3889560		PEST CONTROL PSB 032624	101.2200.43050	51.53
		198576	3874718		PEST CONTROL MURZYN 031224	101.5129.44020	90.00
							193.07
04/11/2024	MAIN	198577	419-21487713	AEP ENERGY INC	040424 SOLAR POWER	101.2100.43810	571.82
		198577	419-21487713		040424 SOLAR POWER	101.2200.43810	571.82
		198577	419-21487713		040424 SOLAR POWER	240.5500.43810	2,449.32
		198577	419-21487713		040424 SOLAR POWER	701.9950.43810	1,352.82
							4,945.78
04/11/2024	MAIN	198578	0324063	AMAZON ENVIRONMENTAL INC	PAINT RECYCLING FEE	212.3190.44300	271.50
04/11/2024	MAIN	198579	B240319G	ANOKA COUNTY	BROADBAND CONN 0324	101.2100.43250	37.50
		198579	B240319G		BROADBAND CONN 0324	101.2200.43250	37.50
		198579	B240319G		BROADBAND CONN 0324	101.3100.43250	18.75
		198579	B240319G		BROADBAND CONN 0324	101.3121.43250	3.75
		198579	B240319G		BROADBAND CONN 0324	101.5200.43250	3.75
		198579	B240319G		BROADBAND CONN 0324	601.9600.43250	3.75
		198579	B240319G		BROADBAND CONN 0324	602.9600.43250	3.75
		198579	B240319G		BROADBAND CONN 0324	701.9950.43250	3.75
							112.50
04/11/2024	MAIN	198580	2423	AR-MAR SERVICES	LEFT DOOR SHELL	701.0000.14120	820.02
04/11/2024	MAIN	198581	683	ARTEDUTC LLC	FANTASY FOREST DRAWING 020724-02282	101.5004.43050	448.00
04/11/2024	MAIN	198582	330439	ASPEN MILLS, INC.	SHIRTS, PATCHES	101.2100.42172	199.38
		198582	330554		UNIFORMS	101.2100.42172	1,198.79
		198582	330415		HIGH VIZ JACKET, NAME TAG	101.2200.42172	301.35
		198582	330828		CREW SWEATSHIRTS	101.2200.42172	134.94
							1,834.46
04/11/2024	MAIN	198583	323384	CENTRAL LANDSCAPE SUPPLY INC	LANDSCAPE CART, STAKES, HOOKS, GRAB	101.6102.42171	1,382.20
04/11/2024	MAIN	198584	240528	CENTRAL LOCK & SAFE INC	REKEY TOOL BOX	701.9950.44000	96.50
04/11/2024	MAIN	198585	7635722695528	CENTURYLINK	032824 763 572-2695 528	609.9791.43210	59.81
04/11/2024	MAIN	198586	467647-00	CHAMBERLAIN OIL COMPANY INC	PURUS, OIL	701.0000.14120	1,305.00
		198586	467639-00		GREESE, BRAKE CLEANER	701.9950.42161	72.39
							1,377.39
04/11/2024	MAIN	198587	5203978515	CINTAS FIRST AID-SAFETY	FIRST AID SUPPLIES PW	701.9950.42171	

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
04/11/2024	MAIN	198588	4187487854	CINTAS INC	MOPS JPM 032624	101.5129.44020	38.29
		198588	4188209397		MOPS, LINENS JPM 040224	101.5129.44020	39.55
		198588	4188308966		SHOP TOWELS, MATS, UNIFORMS 040224	701.9950.42172	31.99
		198588	4188308966		SHOP TOWELS, MATS, UNIFORMS 040224	701.9950.44020	37.20
							147.03
04/11/2024	MAIN	198589	IN57708	CITY OF ST PAUL	WOMEN'S LEADERSHIP CONFERENCE 02082	101.2100.43105	360.00
04/11/2024	MAIN	198590	731773	CITY WIDE WINDOW SERVICE INC	WINDOW CLEANING 0324	609.9791.44020	48.66
		198590	731765		WINDOW CLEANING 0324	609.9792.44020	27.09
							75.75
04/11/2024	MAIN	198591	U524025	CORE & MAIN LP	COUPLINGS	601.9600.42160	114.43
		198591	U559185		IPERL WATER METERS	601.9600.42990	2,837.44
							2,951.87
04/11/2024	MAIN	198592	24CCR-1A	DH DIGITAL, LLC	CDL DRIVING TRAINING D. GRANS	601.9690.43105	119.00
04/11/2024	MAIN	198593	802243614	DIAMOND VOGEL PAINTS	TRAFFIC PAINT	212.3190.42171	1,600.00
04/11/2024	MAIN	198594	0135714-IN	EARL F ANDERSEN INC	SIGNS-GVW & ALL WAY	101.3121.42171	161.78
		198594	0135727-IN		LED FLASHERS	101.3170.42171	123.22
		198594	0135714-IN		SIGNS-GVW & ALL WAY	101.3170.42171	161.79
		198594	0135740-IN		SIGNS-DOUBLE ARROW & PARKING SYMBOL	212.3190.42171	1,334.25
		198594	0135727-IN		LED FLASHERS	601.9600.42171	123.23
		198594	0135714-IN		SIGNS-GVW & ALL WAY	601.9600.42171	161.78
		198594	0135725-IN		PARKING ONLY SIGNS - TV1	609.9791.42171	77.45
							2,143.50
04/11/2024	MAIN	198595	0526680	FERGUSON WATERWORKS INC	CLAMPS	601.9600.42160	272.45
04/11/2024	MAIN	198596	IN001-1811414	FORCE AMERICA	FILTER	701.0000.14120	340.70
04/11/2024	MAIN	198597	4342-956848	GENUINE PARTS/NAPA AUTO	FILTERS	701.0000.14120	188.46
		198597	4342-956586		TRANS FILTERS	701.0000.14120	22.55
		198597	4342-956519		SPARK PLUGS	701.0000.14120	71.22
							282.23
04/11/2024	MAIN	198598	216005/D	GERTENS GREENHOUSE	DRILL BIT KIT	101.6102.42171	119.75
04/11/2024	MAIN	198599	4030310	GOPHER STATE ONE CALL INC	CALL OUT TICKETS	601.9600.43050	36.90
		198599	4030310		CALL OUT TICKETS	602.9600.43050	36.90
		198599	4030310		CALL OUT TICKETS	604.9600.43050	36.90

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
04/11/2024	MAIN	198600	270042	GRAND SLAM SPORTS & ENT CNT	YOUTH TRIP 032724	261.5029.44200	421.00
04/11/2024	MAIN	198601	702001	HOHENSTEINS INC	032924 INV	609.0000.14500	4,787.20
04/11/2024	MAIN	198602	6524711	HOME DEPOT #2802	BATTERY CHARGER, BATTERY	101.3121.42171	199.00
		198602	5010597		ALUMINUM ANGLE BAR	101.5200.42171	15.93
		198602	4010732		HEAVY DUTY TOTE	101.5200.42171	10.48
		198602	5010571		BRACE, NAILS, PIPE STRAPS	101.5200.42171	15.73
		198602	8011328		CONCRETE, FLOAT	101.5200.42171	108.63
		198602	9011206		STUDS, SCREWS	101.5200.42171	22.73
		198602	5431886		CORDLESS HAMMER, TOOL SETS, TOOLS,	601.9600.42010	299.00
		198602	6343865		MECHANIC CART	601.9600.42010	598.00
		198602	5431886		CORDLESS HAMMER, TOOL SETS, TOOLS,	601.9600.42171	607.78
		198602	9010134		ADHESIVE REMOVER, STEEL BRUSH	701.9950.42161	37.27
		198602	9010134		ADHESIVE REMOVER, STEEL BRUSH	701.9950.42171	20.97
		198602	4010788		COVE MOULDING, CEILING TILE	701.9950.42171	260.11
		198602	8011330		OUTLET WALLPLATES, PUDDY, MUD RINGS	701.9950.42171	78.94
							2,274.57
04/11/2024	MAIN	198603	2413058-F	J. BECHER & ASSOC INC	REPAIR FLAG POLIE LIGHTS-PSB	101.2100.44020	268.66
		198603	2413058-F		REPAIR FLAG POLIE LIGHTS-PSB	101.2200.44020	268.65
		198603	2413053-F		TROUBLESHOOT PATHWAY LIGHTS-SULLIVA	101.5200.44000	1,395.58
		198603	2413057-F		REPAIR LIGHTS-HUSET PARK & 37TH AVE	101.5200.44000	1,336.18
		198603	2413061-F		REPAIR TRAIL POLES-SULLIVAN PARK	101.5200.44000	162.03
		198603	2413062-F		TROUBLE SHOOT PATCH TRUCK BATTERIES	705.9970.44000	204.00
							3,635.10
04/11/2024	MAIN	198604	IN313204	JEFFERSON FIRE & SAFETY INC	CMC SLING	101.2200.42171	62.20
04/11/2024	MAIN	198605	032224	KIWANIS COLUMBIA HTS-FRIDLE	PROCEED SHARE LOE'S OIL	603.9530.44200	20.40
04/11/2024	MAIN	198606	94234	LOE'S OIL COMPANY INC	OIL FILTER DISPOSAL-RECYCLE CENTER	603.9540.43050	35.00
04/11/2024	MAIN	198607	16001	MARTIN-MCALLISTER INC	PUBLIC SAFETY ASSESSMENT	101.2200.43050	625.00
04/11/2024	MAIN	198608	019064	MCCLELLAN SALES INC	CLAY PICK, SLEDGE HAMMER, GLOVES	602.9600.42010	455.55
		198608	019064		CLAY PICK, SLEDGE HAMMER, GLOVES	602.9600.42171	22.12
							477.67
04/11/2024	MAIN	198609	5951	MENARDS CASHWAY LUMBER-FRID	TOOLS	101.3121.42010	348.35
		198609	5067		VALVE, BUSHING	101.3121.42171	7.77
		198609	6230		SEALANT, CAULK	101.5129.42171	13.99
		198609	6281		LINE POST, METAL STRAPS	101.5200.42171	29.97
		198609	5857		HYDRAULIC CEMENT	602.9600.42160	
		198609	6120		BASE BOARD, TROWEL	701.9950.42010	

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		198609	5856		ADHESIVE, PANELING, CABLE TIES	701.9950.42160	39.98
		198609	5738		PANELING, ADHESIVE	701.9950.42160	199.90
		198609	5856		ADHESIVE, PANELING, CABLE TIES	701.9950.42171	74.91
		198609	5738		PANELING, ADHESIVE	701.9950.42171	55.92
		198609	5909		ADHESIVE	701.9950.42171	69.90
							920.57
04/11/2024	MAIN	198610	822583	MIDWAY FORD	SPARK PLUGS	701.0000.14120	97.20
		198610	822289		FILTER, SPARK PLUGS	701.0000.14120	87.29
							184.49
04/11/2024	MAIN	198611	040424	MINNEAPOLIS FINANCE DEPT.	WATER PURCHASE 0324	601.9400.42990	127,738.20
04/11/2024	MAIN	198612	S081707	MODERN HEATING & AIR INC	REPAIR MULTISTACK UNIT	101.2100.44020	474.40
		198612	S081707		REPAIR MULTISTACK UNIT	101.2200.44020	474.40
							948.80
04/11/2024	MAIN	198613	3519	NORTHLAND REFRIGERATION INC	BUILDING MAINT 0124-0324	101.1940.44020	2,263.00
		198613	3519		BUILDING MAINT 0124-0324	101.2100.44020	1,029.00
		198613	3519		BUILDING MAINT 0124-0324	101.2200.44020	1,029.00
		198613	3519		BUILDING MAINT 0124-0324	101.5129.44020	1,623.00
		198613	3543		REPAIR HEAT-CIRCLE TER BUILDING	101.5200.44000	401.00
		198613	3519		BUILDING MAINT 0124-0324	101.5200.44020	229.00
		198613	3519		BUILDING MAINT 0124-0324	240.5500.44020	2,492.00
		198613	3519		BUILDING MAINT 0124-0324	601.9600.44020	23.00
		198613	3519		BUILDING MAINT 0124-0324	602.9600.44020	69.00
		198613	3519		BUILDING MAINT 0124-0324	609.9791.44020	754.00
		198613	3519		BUILDING MAINT 0124-0324	609.9792.44020	663.00
		198613	3519		BUILDING MAINT 0124-0324	609.9793.44020	252.00
		198613	3519		BUILDING MAINT 0124-0324	701.9950.44020	984.00
							11,811.00
04/11/2024	MAIN	198614	8500059369	NOVA PRODUCTS	7 GALLON ORGANICS BINS	603.9530.42010	5,698.60
04/11/2024	MAIN	198615	359731129001	OFFICE DEPOT	COMPOSTABLE PLATES	101.2100.42175	30.18
04/11/2024	MAIN	198616	124026	PERFORMANCE PLUS LLC	MEDICAL EXAM, DRUG SCREEN, MASK FIT	101.2200.43050	312.00
04/11/2024	MAIN	198617	992826419	POPP.COM INC	032624 -10013121	101.0000.20815	(7.01)
		198617	992826419		032624 -10013121	101.1110.43210	8.82
		198617	992827501		033124 -10010429	101.1110.43210	(6.38)
		198617	992826419		032624 -10013121	101.1320.43210	15.90
		198617	992827501		033124 -10010429	101.1320.43210	
		198617	992826419		032624 -10013121	101.1510.43210	
		198617	992827501		033124 -10010429	101.1510.43210	12.35

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		198617	992826419		032624 -10013121	101.1940.43210	3.76
		198617	992827501		033124 -10010429	101.1940.43210	88.84
		198617	992826419		032624 -10013121	101.2100.43210	135.94
		198617	992826419		032624 -10013121	101.2200.43210	58.57
		198617	992826419		032624 -10013121	101.3100.43210	76.43
		198617	992826419		032624 -10013121	101.3121.43210	1.23
		198617	992826419		032624 -10013121	101.5000.43210	43.32
		198617	992827501		033124 -10010429	101.5000.43210	11.42
		198617	992826419		032624 -10013121	101.5129.43210	1.35
		198617	992827501		033124 -10010429	101.5129.43210	49.67
		198617	992826419		032624 -10013121	101.5200.43210	4.84
		198617	992826419		032624 -10013121	201.2400.43210	17.76
		198617	992826419		032624 -10013121	204.6314.43210	18.28
		198617	992827501		033124 -10010429	204.6314.43210	12.35
		198617	992826419		032624 -10013121	240.5500.43210	30.15
		198617	992826419		032624 -10013121	601.9600.43210	3.49
		198617	992826419		032624 -10013121	609.9791.43210	51.34
		198617	992826419		032624 -10013121	609.9792.43210	31.15
		198617	992826419		032624 -10013121	609.9793.43210	10.81
		198617	992826419		032624 -10013121	701.9950.43210	3.52
		198617	992826419		032624 -10013121	720.9980.43210	9.90
		198617	992827501		033124 -10010429	720.9980.43210	12.35
							739.62
04/11/2024	MAIN	198618	IN200-1048126	PRECISE MRM LLC	DATA PLAN 0324	101.3121.43250	180.00
		198618	IN200-1048126		DATA PLAN 0324	101.5200.43250	60.00
		198618	IN200-1048126		DATA PLAN 0324	601.9600.43250	30.00
		198618	IN200-1048126		DATA PLAN 0324	602.9600.43250	30.00
							300.00
04/11/2024	MAIN	198619	INV-80838-Z0H7D6	PUBLIC SECTOR HR ASSOCIATIONMEMBERSHIP 060124-053125 WICK		101.1320.44330	175.00
04/11/2024	MAIN	198620	072724	REYES/OSCAR	REFUND DAMAGE DEPOSIT 072724	101.0000.20810	60.12
		198620	072724		REFUND DAMAGE DEPOSIT 072724	101.0000.34781	739.88
							800.00
04/11/2024	MAIN	198621	0021017	ROHN INDUSTRIES INC	SHREDDING 032524	101.2100.44000	36.75
		198621	0021017		SHREDDING 032524	101.2200.44000	8.95
							45.70
04/11/2024	MAIN	198622	8106509773	SCHINDLER ELEVATOR CORP INC PREVENT MAINT 0424		101.2100.44020	79.97
		198622	8106509773		PREVENT MAINT 0424	101.2200.44020	
		198622	8106502878		PREVENT MAINT 0324	101.5129.44020	

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							239.89
04/11/2024	MAIN	198623	3003599	SHAMROCK GROUP-ACE ICE	POP, CO2 JPM 032524	101.5129.42990	407.65
04/11/2024	MAIN	198624	5442-6	SHERWIN WILLIAMS	PAINT	701.9950.42171	45.17
04/11/2024	MAIN	198625	BP006	SHOREVIEW HUNKS LLC	BULK, APPLIANCE, ELECTRONICS PICKUP	603.9510.42910	2,470.00
		198625	BP007-2024		BULK, APPLIANCE, ELECTRONICS PICKUP	603.9510.42910	1,040.00
		198625	BP006		BULK, APPLIANCE, ELECTRONICS PICKUP	603.9510.42920	1,035.00
		198625	BP007-2024		BULK, APPLIANCE, ELECTRONICS PICKUP	603.9510.42920	270.00
		198625	BP006		BULK, APPLIANCE, ELECTRONICS PICKUP	603.9540.43050	1,675.00
		198625	BP007-2024		BULK, APPLIANCE, ELECTRONICS PICKUP	603.9540.43050	410.00
							6,900.00
04/11/2024	MAIN	198626	18877	SPIRAL BREWERY LLC	032024 IN	609.0000.14500	230.00
04/11/2024	MAIN	198627	3562599126	STAPLES ADVANTAGE	COPY PAPER, CARD STOCK	101.5000.42000	104.21
		198627	3562599124		CREDIT MISHCHARGED ITEM INV#3559402	609.9793.42171	(8.30)
							95.91
04/11/2024	MAIN	198628	I1688802	STREICHER'S GUN'S INC/DON	BALLISTIC VES, CARRIER	101.2100.42172	117.00
		198628	I1688292		BELT, MAG & CUFF CASE, TEK-LOK	101.2100.42172	232.97
		198628	I1688291		ID PATCHES	101.2100.42172	19.99
		198628	I1689304		BELT LOOP BELT-DROP	101.2100.42172	23.99
		198628	I1688149		HOLSTER	101.2100.42172	199.99
		198628	I1688802		BALLISTIC VES, CARRIER	101.2100.42173	1,329.00
		198628	I1688799		BALLISCIC VEST	101.2100.42173	1,230.00
							3,152.94
04/11/2024	MAIN	198629	80679	SYLVA CORPORATION INC	MULCH	101.6102.42171.2013	2,305.61
04/11/2024	MAIN	198630	5446	TECH ACADEMY	VIRTUAL 3D PRINTING CLASS	032324 101.5004.43050	60.00
04/11/2024	MAIN	198631	153452	THE MCDOWELL AGENCY, INC.	BACKGROUND CHECKS	0324 101.1320.43050	41.00
04/11/2024	MAIN	198632	M29035	TIMESAVER OFF SITE SECRETR	COUNCIL MINUTES	032524 101.1410.43050	167.00
04/11/2024	MAIN	198633	175797925	ULINE INC	SHRINK WRAP PACKAGING	101.3121.42171	46.50
04/11/2024	MAIN	198634	WINTER 2	ULTIMATE MARTIAL ARTS INC	TAE KWON DO & LITTLE TIGERS WINTER	101.5001.43050	1,234.20
04/11/2024	MAIN	198635	9960087055	VERIZON WIRELESS	032524 586753132-00001	101.2200.43210	545.22
04/11/2024	MAIN	198636	5701	WARNING LITES OF MINNESOTA	BARRICADES, SIGNS	101.2100.42171	1,303.00
04/11/2024	MAIN	198637	9704904-0500-2	WASTE MANAGEMENT OF WI-MN	IRECYCLE ROLLOFF-SCRAP METAL	603.9530.42920	230.48
04/11/2024	MAIN	198638	1097947863	XCEL ENERGY (N S P)	032824 51-001362395-2	101.3160.43810	72

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		198638	1097947770		032824 51-4159572-0	101.3160.43810	8.44
		198638	1098331829		040124 51-4941920-1	101.3160.43810	10.95
		198638	1098627091		040224 51-4174399-1	101.3160.43810	10.92
							40.89
04/11/2024	MAIN	198639	003477	XCEL ENERGY SOLUTIONS	SOLAR SUBSCRIPTION 0224	601.9600.43810	164.74
04/17/2024	MAIN	1194 (E)	1-899-823-968	MINNESOTA DEPARTMENT OF REVIMARCH	LIQUOR SALES TAX	609.0000.20810	76,427.00
04/17/2024	MAIN	1195 (E)	0-161-407-840	MINNESOTA DEPARTMENT OF REVIMARCH	SALES/USE TAX	101.0000.20810	810.00
		1195 (E)	0-161-407-840		MARCH SALES/USE TAX	101.0000.20815	11.00
							821.00
04/17/2024	MAIN	1196 (E)	0-979-080-032	MINNESOTA DEPARTMENT OF REVIMARCH	UB SALES TAX 2024	601.0000.20810	21,449.00
04/18/2024	MAIN	1197 (A)	3670745	ARTISAN BEER COMPANY	040224 INV	609.0000.14500	438.20
		1197 (A)	3673496		041224 INV	609.0000.14500	506.10
		1197 (A)	3673495		041224 INV	609.0000.14500	2,089.85
		1197 (A)	387676		032524 INV	609.0000.14500	(358.46)
							2,675.69
04/18/2024	MAIN	1198 (A)	0108190300	BELLBOY BAR SUPPLY	040324 INV	101.0000.20815	(4.13)
		1198 (A)	0108190300		040324 INV	609.0000.14500	160.50
		1198 (A)	0108135500		032024 INV	609.0000.14500	231.47
		1198 (A)	0108151800		032124 INV	609.0000.14500	(111.00)
		1198 (A)	0108135500		032024 INV	609.9791.42171	131.90
		1198 (A)	0108190300		040324 INV	609.9792.42171	216.76
							625.50
04/18/2024	MAIN	1199 (A)	0203163400	BELLBOY CORPORATION	040524 INV	609.0000.14500	390.00
		1199 (A)	0203121700		040324 INV	609.0000.14500	6,332.50
		1199 (A)	0203121900		040324 INV	609.0000.14500	865.00
		1199 (A)	0203121600		040324 INV	609.0000.14500	2,438.20
		1199 (A)	0203179200		040524 INV	609.0000.14500	(468.00)
		1199 (A)	0203121700		040324 INV	609.9791.42199	106.00
		1199 (A)	0203163400		040524 INV	609.9792.42199	12.00
		1199 (A)	0203121600		040324 INV	609.9792.42199	44.00
		1199 (A)	0203179200		040524 INV	609.9792.42199	(9.90)
		1199 (A)	0203121900		040324 INV	609.9793.42199	12.00
							9,721.80
04/18/2024	MAIN	1200 (A)	INV1490	BETTER FUTURES MN	ORGANIC PAIL DISTRIBUTION	603.9510.42930	1,525.00
04/18/2024	MAIN	1201 (A)	114982063	BREAKTHRU BEVERAGE MN BEER	1032624 INV 700297736	609.0000.14500	9,3
		1201 (A)	114982064		032624 INV 700297736	609.0000.14500	147.80

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		1201 (A)	114879861		031924 INV 700297717	609.0000.14500	14,003.22
		1201 (A)	114770917		031224 INV 700297717	609.0000.14500	15,428.15
		1201 (A)	114958377		032224 INV 700297782	609.0000.14500	3,438.30
		1201 (A)	114973158		032524 INV 700297717	609.0000.14500	15,114.15
		1201 (A)	114879860		031924 INV 700297717	609.0000.14500	353.40
		1201 (A)	114851128		031524 INV 700297782	609.0000.14500	4,794.20
		1201 (A)	114902960		032024 INV 700297736	609.0000.14500	188.65
		1201 (A)	114795483		031324 INV 700297736	609.0000.14500	180.70
		1201 (A)	114902961		032024 INV 700297736	609.0000.14500	8,271.10
		1201 (A)	115092951		040224 INV 700297717	609.0000.14500	6,908.36
		1201 (A)	115092953		040224 INV 700297717	609.0000.14500	30.80
		1201 (A)	115092952		040224 INV 700297717	609.0000.14500	235.00
		1201 (A)	115168352		040524 INV 700297782	609.0000.14500	2,901.60
		1201 (A)	115029890		032824 INV 700297782	609.0000.14500	8,403.41
		1201 (A)	115113364		040324 INV 700297736	609.0000.14500	33.85
		1201 (A)	412077333		032124 INV 700297717	609.0000.14500	(2.09)
		1201 (A)	412077334		032124 INV 700297717	609.0000.14500	(1.93)
		1201 (A)	412077335		032124 INV 700297717	609.0000.14500	(3.32)
		1201 (A)	412077336		032124 INV 700297717	609.0000.14500	(1.63)
		1201 (A)	412077337		032124 INV 700297717	609.0000.14500	(15.40)
		1201 (A)	412077332		032124 INV 700297717	609.0000.14500	(2.20)
		1201 (A)	412077331		032124 INV 700297717	609.0000.14500	(10.80)
		1201 (A)	412077330		032124 INV 700297717	609.0000.14500	(9.20)
		1201 (A)	412070664		032024 INV 700297717	609.0000.14500	(12.80)
		1201 (A)	412081110		032224 INV 700297717	609.0000.14500	(7.83)
		1201 (A)	412070662		032024 INV 700297717	609.0000.14500	(25.40)
		1201 (A)	412070661		032024 INV 700297717	609.0000.14500	(381.00)
		1201 (A)	412070663		032024 INV 700297717	609.0000.14500	(5.20)
		1201 (A)	412081109		032224 INV 700297717	609.0000.14500	(10.80)
		1201 (A)	412077329		032124 INV 700297717	609.0000.14500	(100.00)
		1201 (A)	412070659		032024 INV 700297717	609.0000.14500	(655.20)
		1201 (A)	412070676		032024 INV 700297782	609.0000.14500	(1,372.00)
		1201 (A)	412070675		032024 INV 700297782	609.0000.14500	(12.70)
		1201 (A)	412070674		032024 INV 700297782	609.0000.14500	(330.20)
		1201 (A)	412070673		032024 INV 700297782	609.0000.14500	(24.30)
		1201 (A)	412070672		032024 INV 700297782	609.0000.14500	(20.80)
		1201 (A)	412066841		031924 INV 700297736	609.0000.14500	(19.20)
		1201 (A)	412066840		031924 INV 700297736	609.0000.14500	(101.60)
		1201 (A)	412066839		031924 INV 700297736	609.0000.14500	(254.00)
		1201 (A)	412066838		031924 INV 700297736	609.0000.14500	(13.60)
		1201 (A)	412066842		031924 INV 700297736	609.0000.14500	
		1201 (A)	412041760		031224 INV 700297782	609.0000.14500	

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		1201 (A)	412041759		031224 INV 700297782	609.0000.14500	(6.80)
		1201 (A)	412041758		031224 INV 700297782	609.0000.14500	(19.60)
		1201 (A)	412044054		031324 INV 700297736	609.0000.14500	(10.40)
		1201 (A)	412044053		031324 INV 700297736	609.0000.14500	(6.20)
		1201 (A)	412044052		031324 INV 700297736	609.0000.14500	(84.00)
		1201 (A)	412044051		031324 INV 700297736	609.0000.14500	(6.40)
		1201 (A)	412044050		031324 INV 700297736	609.0000.14500	(4.90)
		1201 (A)	412044048		031324 INV 700297736	609.0000.14500	(31.90)
		1201 (A)	412044049		031324 INV 700297736	609.0000.14500	(52.80)
		1201 (A)	412097268		032924 INV 700297736	609.0000.14500	(28.50)
		1201 (A)	412097269		032924 INV 700297736	609.0000.14500	(7.13)
		1201 (A)	412097270		032924 INV 700297736	609.0000.14500	(52.40)
		1201 (A)	412097271		032924 INV 700297736	609.0000.14500	(13.10)
		1201 (A)	412097265		032924 INV 700297736	609.0000.14500	(59.30)
		1201 (A)	412097266		032924 INV 700297736	609.0000.14500	(18.40)
		1201 (A)	412097267		032924 INV 700297736	609.0000.14500	(13.07)
		1201 (A)	412112701		040224 INV 700297782	609.0000.14500	(15.38)
		1201 (A)	412126786		040424 INV 700297782	609.0000.14500	(320.25)
							85,608.01
04/18/2024	MAIN	1202 (A)	114953007	BREAKTHRU BEVERAGE MN W&S	L1032224 INV 700297717	609.0000.14500	2,700.00
		1202 (A)	114953014		032224 INV 700297717	609.0000.14500	2,080.90
		1202 (A)	114953009		032224 INV 700297717	609.0000.14500	477.33
		1202 (A)	114953012		032224 INV 700297717	609.0000.14500	0.01
		1202 (A)	115033487		032824 INV 700297717	609.0000.14500	49.50
		1202 (A)	115033488		032824 INV 700297717	609.0000.14500	0.01
		1202 (A)	115033498		032824 INV 700297736	609.0000.14500	49.50
		1202 (A)	115033499		032824 INV	609.0000.14500	0.01
		1202 (A)	115033502		032824 INV 700297736	609.0000.14500	795.54
		1202 (A)	115033501		032824 INV 700297736	609.0000.14500	786.50
		1202 (A)	115033500		032824 INV 700297736	609.0000.14500	458.15
		1202 (A)	114848342		031524 INV 700297736	609.0000.14500	9,833.40
		1202 (A)	114953019		032224 INV 700297736	609.0000.14500	0.01
		1202 (A)	115033503		032824 INV 700297736	609.0000.14500	0.01
		1202 (A)	115033508		032824 INV 700297782	609.0000.14500	49.50
		1202 (A)	115033507		032824 INV 700297782	609.0000.14500	0.01
		1202 (A)	115033510		032824 INV 700297782	609.0000.14500	318.22
		1202 (A)	115033511		032824 INV 700297782	609.0000.14500	264.05
		1202 (A)	115033506		032824 INV 700297782	609.0000.14500	800.00
		1202 (A)	115033509		032824 INV 700297782	609.0000.14500	554.00
		1202 (A)	115167404		040524 INV 700297717	609.0000.14500	6
		1202 (A)	115189846		040524 INV 700297717	609.0000.14500	3

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		1202 (A)	115167413		040524 INV 700297736	609.0000.14500	135.00
		1202 (A)	115167409		040524 INV 700297736	609.0000.14500	1,114.23
		1202 (A)	115167412		040524 INV 700297736	609.0000.14500	414.00
		1202 (A)	115167411		040524 INV 700297736	609.0000.14500	250.03
		1202 (A)	115167410		040524 INV 700297736	609.0000.14500	679.00
		1202 (A)	115167415		040524 INV 700297782	609.0000.14500	679.00
		1202 (A)	115167417		040524 INV 7000297782	609.0000.14500	227.30
		1202 (A)	115167401		040524 INV 700297717	609.0000.14500	4,387.50
		1202 (A)	115167403		040524 INV 700297717	609.0000.14500	135.00
		1202 (A)	115167407		040524 INV 700297717	609.0000.14500	616.00
		1202 (A)	115167400		040524 INV 700297717	609.0000.14500	363.68
		1202 (A)	115167406		040524 INV 700297717	609.0000.14500	1,035.00
		1202 (A)	115167405		040524 INV 700297717	609.0000.14500	1,080.73
		1202 (A)	115167408		040524 INV 700297717	609.0000.14500	1,100.10
		1202 (A)	115167402		040524 INV 700297717	609.0000.14500	472.50
		1202 (A)	115167416		040524 INV 700297782	609.0000.14500	331.23
		1202 (A)	412113128		040224 INV 700297717	609.0000.14500	(324.00)
		1202 (A)	412113129		040224 INV 700297717	609.0000.14500	(107.00)
		1202 (A)	412113352		040224 INV 700297717	609.0000.14500	(45.46)
		1202 (A)	412141452		040924 INV 700297782	609.0000.14500	(207.00)
		1202 (A)	114953007		032224 INV 700297717	609.9791.42199	34.50
		1202 (A)	114953014		032224 INV 700297717	609.9791.42199	18.40
		1202 (A)	114953009		032224 INV 700297717	609.9791.42199	23.00
		1202 (A)	114953012		032224 INV 700297717	609.9791.42199	1.15
		1202 (A)	115033487		032824 INV 700297717	609.9791.42199	1.15
		1202 (A)	115033488		032824 INV 700297717	609.9791.42199	1.15
		1202 (A)	115167404		040524 INV 700297717	609.9791.42199	8.05
		1202 (A)	115189846		040524 INV 700297717	609.9791.42199	1.15
		1202 (A)	115167401		040524 INV 700297717	609.9791.42199	28.75
		1202 (A)	115167403		040524 INV 700297717	609.9791.42199	1.16
		1202 (A)	115167407		040524 INV 700297717	609.9791.42199	13.80
		1202 (A)	115167400		040524 INV 700297717	609.9791.42199	18.40
		1202 (A)	115167406		040524 INV 700297717	609.9791.42199	5.75
		1202 (A)	115167405		040524 INV 700297717	609.9791.42199	4.60
		1202 (A)	115167408		040524 INV 700297717	609.9791.42199	5.75
		1202 (A)	115167402		040524 INV 700297717	609.9791.42199	2.30
		1202 (A)	412113128		040224 INV 700297717	609.9791.42199	(3.45)
		1202 (A)	412113129		040224 INV 700297717	609.9791.42199	(1.15)
		1202 (A)	412113352		040224 INV 700297717	609.9791.42199	(2.30)
		1202 (A)	115033498		032824 INV 700297736	609.9792.42199	1.15
		1202 (A)	115033499		032824 INV	609.9792.42199	
		1202 (A)	115033502		032824 INV 700297736	609.9792.42199	

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		1202 (A)	115033501		032824 INV 700297736	609.9792.42199	4.60
		1202 (A)	115033500		032824 INV 700297736	609.9792.42199	8.05
		1202 (A)	114848342		031524 INV 700297736	609.9792.42199	69.00
		1202 (A)	114953019		032224 INV 700297736	609.9792.42199	1.15
		1202 (A)	115033503		032824 INV 700297736	609.9792.42199	1.15
		1202 (A)	115167413		040524 INV 700297736	609.9792.42199	1.16
		1202 (A)	115167409		040524 INV 700297736	609.9792.42199	12.65
		1202 (A)	115167412		040524 INV 700297736	609.9792.42199	2.30
		1202 (A)	115167411		040524 INV 700297736	609.9792.42199	11.50
		1202 (A)	115167410		040524 INV 700297736	609.9792.42199	8.05
		1202 (A)	115033508		032824 INV 700297782	609.9793.42199	1.15
		1202 (A)	115033507		032824 INV 700297782	609.9793.42199	1.15
		1202 (A)	115033510		032824 INV 700297782	609.9793.42199	16.10
		1202 (A)	115033511		032824 INV 700297782	609.9793.42199	1.15
		1202 (A)	115033506		032824 INV 700297782	609.9793.42199	12.65
		1202 (A)	115033509		032824 INV 700297782	609.9793.42199	4.60
		1202 (A)	115167415		040524 INV 700297782	609.9793.42199	8.05
		1202 (A)	115167417		040524 INV 7000297782	609.9793.42199	11.50
		1202 (A)	115167416		040524 INV 700297782	609.9793.42199	2.30
		1202 (A)	412141452		040924 INV 700297782	609.9793.42199	(1.15)
							32,880.01
04/18/2024	MAIN	1203 (A)	2967502	CAPITOL BEVERAGE SALES LP	040424 INV	609.0000.14500	5,140.20
		1203 (A)	2966832		040324 INV	609.0000.14500	841.25
		1203 (A)	2966747		040324 NV	609.0000.14500	7,348.05
		1203 (A)	2967501		040424 INV	609.0000.14500	(27.62)
		1203 (A)	2966746		040324 INV	609.0000.14500	(12.80)
		1203 (A)	28050166		040324 INV	609.0000.14500	(152.85)
							13,136.23
04/18/2024	MAIN	1204 (A)	84108930	CENGAGE LEARNING INC	LARGEPRINT BOOK ORDER	240.5500.42180	57.73
		1204 (A)	84109473		LARGEPRINT BOOK ORDER	240.5500.42180	57.73
							115.46
04/18/2024	MAIN	1205 (A)	20730	HOTSY MINNESOTA	TRUCK & EQUIPMENT WASH	701.9950.42161	476.94
04/18/2024	MAIN	1206 (A)	2510992	JOHNSON BROTHERS LIQUOR CO.	032924 INV	609.0000.14500	366.00
		1206 (A)	2510991		032924 INV	609.0000.14500	120.00
		1206 (A)	2512545		040224 INV	609.0000.14500	151.55
		1206 (A)	2510990		032924 INV	609.0000.14500	168.00
		1206 (A)	2511000		032924 INV	609.0000.14500	40.00
		1206 (A)	2510999		032924 INV	609.0000.14500	2,000.00
		1206 (A)	2510995		032924 INV	609.0000.14500	2,000.00

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		1206 (A)	2510988		032924 INV	609.0000.14500	120.00
		1206 (A)	2510996		032924 INV	609.0000.14500	45.05
		1206 (A)	2510993		032924 INV	609.0000.14500	516.00
		1206 (A)	2510994		032924 INV	609.0000.14500	164.00
		1206 (A)	2510989		032924 INV	609.0000.14500	49.80
		1206 (A)	2510998		032924 INV	609.0000.14500	460.68
		1206 (A)	2508712		032724 INV	609.0000.14500	245.00
		1206 (A)	2508707		032724 INV	609.0000.14500	408.00
		1206 (A)	2508706		032724 INV	609.0000.14500	1,058.00
		1206 (A)	2510997		032924 INV	609.0000.14500	697.50
		1206 (A)	2501234		031424 INV	609.0000.14500	581.84
		1206 (A)	2513394		040324 INV	609.0000.14500	245.18
		1206 (A)	2514399		040424 INV	609.0000.14500	304.00
		1206 (A)	2514398		040424 INV	609.0000.14500	240.00
		1206 (A)	2514397		040424 INV	609.0000.14500	732.50
		1206 (A)	2514396		040424 INV	609.0000.14500	160.00
		1206 (A)	2513396		040324 INV	609.0000.14500	720.00
		1206 (A)	2513389		040324 INV	609.0000.14500	153.00
		1206 (A)	2513388		040324 INV	609.0000.14500	57.00
		1206 (A)	2513391		040324 INV	609.0000.14500	418.50
		1206 (A)	2513387		040324 INV	609.0000.14500	107.50
		1206 (A)	2513393		040324 INV	609.0000.14500	6,538.25
		1206 (A)	2515410		040524 INV	609.0000.14500	524.00
		1206 (A)	2515408		040524 INV	609.0000.14500	50.50
		1206 (A)	2515407		040524 INV	609.0000.14500	1,430.00
		1206 (A)	2515406		040524 INV	609.0000.14500	88.27
		1206 (A)	2515405		040524 INV	609.0000.14500	108.00
		1206 (A)	2513398		040324 INV	609.0000.14500	738.00
		1206 (A)	2513395		040324 INV	609.0000.14500	3,299.97
		1206 (A)	2513397		040324 INV	609.0000.14500	720.00
		1206 (A)	2513392		040324 INV	609.0000.14500	57.00
		1206 (A)	2515409		040524 INV	609.0000.14500	32.00
		1206 (A)	2515404		040524 INV	609.0000.14500	120.00
		1206 (A)	2510149		032824 INV	609.0000.14500	80.00
		1206 (A)	2510148		032824 INV	609.0000.14500	1,216.00
		1206 (A)	2517683		041024 INV	609.0000.14500	148.27
		1206 (A)	2517682		041024 INV	609.0000.14500	240.00
		1206 (A)	289856		031524 INV	609.0000.14500	(11.33)
		1206 (A)	289632		031424 INV	609.0000.14500	(7.00)
		1206 (A)	2510992		032924 INV	609.9791.42199	4.20
		1206 (A)	2510991		032924 INV	609.9791.42199	
		1206 (A)	2512545		040224 INV	609.9791.42199	

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		1206 (A)	2510990		032924 INV	609.9791.42199	5.60
		1206 (A)	2511000		032924 INV	609.9791.42199	1.40
		1206 (A)	2510999		032924 INV	609.9791.42199	17.04
		1206 (A)	2510995		032924 INV	609.9791.42199	7.00
		1206 (A)	2514399		040424 INV	609.9791.42199	9.80
		1206 (A)	2514398		040424 INV	609.9791.42199	7.00
		1206 (A)	2514397		040424 INV	609.9791.42199	14.00
		1206 (A)	2514396		040424 INV	609.9791.42199	2.80
		1206 (A)	2513396		040324 INV	609.9791.42199	5.60
		1206 (A)	2513389		040324 INV	609.9791.42199	1.40
		1206 (A)	2513388		040324 INV	609.9791.42199	1.40
		1206 (A)	2513391		040324 INV	609.9791.42199	4.20
		1206 (A)	2513386		040324 DEL	609.9791.42199	0.70
		1206 (A)	2513387		040324 INV	609.9791.42199	1.40
		1206 (A)	2513393		040324 INV	609.9791.42199	45.05
		1206 (A)	2515410		040524 INV	609.9791.42199	8.40
		1206 (A)	2510149		032824 INV	609.9791.42199	2.80
		1206 (A)	2510148		032824 INV	609.9791.42199	12.60
		1206 (A)	2510147		032824 DEL	609.9791.42199	0.70
		1206 (A)	2491483		022724 DEL	609.9791.42199	1.73
		1206 (A)	2510996		032924 INV	609.9792.42199	1.40
		1206 (A)	2510993		032924 INV	609.9792.42199	9.80
		1206 (A)	2510994		032924 INV	609.9792.42199	5.60
		1206 (A)	2510989		032924 INV	609.9792.42199	0.35
		1206 (A)	2510998		032924 INV	609.9792.42199	8.40
		1206 (A)	2508712		032724 INV	609.9792.42199	1.40
		1206 (A)	2508707		032724 INV	609.9792.42199	8.64
		1206 (A)	2508706		032724 INV	609.9792.42199	14.00
		1206 (A)	2510997		032924 INV	609.9792.42199	8.42
		1206 (A)	2501234		031424 INV	609.9792.42199	13.30
		1206 (A)	2513398		040324 INV	609.9792.42199	5.60
		1206 (A)	2513395		040324 INV	609.9792.42199	21.24
		1206 (A)	2513397		040324 INV	609.9792.42199	5.60
		1206 (A)	2513392		040324 INV	609.9792.42199	1.40
		1206 (A)	2515409		040524 INV	609.9792.42199	1.40
		1206 (A)	2515404		040524 INV	609.9792.42199	1.40
		1206 (A)	2510988		032924 INV	609.9793.42199	2.63
		1206 (A)	2513394		040324 INV	609.9793.42199	10.50
		1206 (A)	2515408		040524 INV	609.9793.42199	1.40
		1206 (A)	2515407		040524 INV	609.9793.42199	14.02
		1206 (A)	2515406		040524 INV	609.9793.42199	
		1206 (A)	2515405		040524 INV	609.9793.42199	

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		1206 (A)	2517683		041024 INV	609.9793.42199	5.25
		1206 (A)	2517682		041024 INV	609.9793.42199	5.25
							26,350.64
04/18/2024	MAIN	1207 (A)	P56795	MAC QUEEN EQUIPMENT LLC	MIRROR	884.3121.44080	287.53
		1207 (A)	P56925		DOOR GLASS, SEAL	884.3121.44080	952.64
							1,240.17
04/18/2024	MAIN	1208 (A)	505258414	MIDWEST TAPE	DVD ORDER	240.5500.42189	237.63
		1208 (A)	505237453		DVD ORDER	240.5500.42189	195.65
							433.28
04/18/2024	MAIN	1209 (A)	6760177	PHILLIPS WINE & SPIRITS INC	032924 INV	609.0000.14500	300.00
		1209 (A)	6760176		032924 INV	609.0000.14500	369.50
		1209 (A)	6760179		032924 INV	609.0000.14500	362.50
		1209 (A)	6760178		032924 INV	609.0000.14500	521.00
		1209 (A)	6760181		032924 INV	609.0000.14500	125.91
		1209 (A)	6760180		032924 INV	609.0000.14500	72.00
		1209 (A)	6760182		032924 INV	609.0000.14500	440.00
		1209 (A)	6763683		040524 INV	609.0000.14500	391.00
		1209 (A)	6763682		040524 INV	609.0000.14500	275.00
		1209 (A)	6763681		040524 INV	609.0000.14500	468.00
		1209 (A)	6763686		040524 INV	609.0000.14500	3,360.00
		1209 (A)	6763680		040524 INV	609.0000.14500	148.50
		1209 (A)	6763679		040524 INV	609.0000.14500	564.00
		1209 (A)	6763684		040524 INV	609.0000.14500	3,360.00
		1209 (A)	520713		032524 INV	609.0000.14500	(26.07)
		1209 (A)	6760177		032924 INV	609.9791.42199	12.60
		1209 (A)	6760176		032924 INV	609.9791.42199	7.00
		1209 (A)	6760179		032924 INV	609.9791.42199	5.60
		1209 (A)	6760178		032924 INV	609.9791.42199	7.00
		1209 (A)	6763683		040524 INV	609.9791.42199	5.60
		1209 (A)	6763682		040524 INV	609.9791.42199	8.40
		1209 (A)	6763681		040524 INV	609.9791.42199	15.40
		1209 (A)	6763684		040524 INV	609.9791.42199	70.00
		1209 (A)	6763687		040524 DEL	609.9792.42199	8.40
		1209 (A)	6760182		032924 INV	609.9792.42199	14.00
		1209 (A)	6763686		040524 INV	609.9792.42199	70.00
		1209 (A)	6763680		040524 INV	609.9792.42199	2.80
		1209 (A)	6763679		040524 INV	609.9792.42199	18.20
		1209 (A)	6760181		032924 INV	609.9793.42199	
		1209 (A)	6760180		032924 INV	609.9793.42199	

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							10,984.22
04/18/2024	MAIN	1210 (A)	2459498	SOUTHERN GLAZER'S	032224 INV	609.0000.14500	116.97
		1210 (A)	2464207		040424 INV	609.0000.14500	282.00
		1210 (A)	2464209		040424 INV	609.0000.14500	54.00
		1210 (A)	2464205		040424 INV	609.0000.14500	331.00
		1210 (A)	5109529		040424 INV	609.0000.14500	3,857.10
		1210 (A)	2464204		040424 INV	609.0000.14500	73.50
		1210 (A)	2464201		040424 INV	609.0000.14500	792.00
		1210 (A)	2464202		040424 INV	609.0000.14500	846.16
		1210 (A)	2461431		032824 INV	609.0000.14500	975.00
		1210 (A)	2461425		032824 INV	609.0000.14500	839.50
		1210 (A)	2464334		040424 INV	609.0000.14500	197.84
		1210 (A)	2464333		040424 INV	609.0000.14500	269.80
		1210 (A)	2464211		040424 INV	609.0000.14500	162.00
		1210 (A)	2464214		040424 INV	609.0000.14500	151.32
		1210 (A)	2464213		040424 INV	609.0000.14500	738.66
		1210 (A)	2464212		040424 INV	609.0000.14500	116.95
		1210 (A)	2464216		040424 INV	609.0000.14500	64.19
		1210 (A)	2464217		040424 INV	609.0000.14500	54.00
		1210 (A)	5109532		040424 INV	609.0000.14500	88.00
		1210 (A)	2464215		040424 INV	609.0000.14500	340.00
		1210 (A)	2461442		032824 INV	609.0000.14500	1,753.79
		1210 (A)	2461444		032824 INV	609.0000.14500	975.00
		1210 (A)	5109528		040424 INV	609.0000.14500	234.74
		1210 (A)	2464200		040424 INV	609.0000.14500	576.30
		1210 (A)	2464198		040424 INV	609.0000.14500	1,725.80
		1210 (A)	2464199		040424 INV	609.0000.14500	162.00
		1210 (A)	2464206		040424 INV	609.0000.14500	121.50
		1210 (A)	5109530		040424 INV	609.0000.14500	88.00
		1210 (A)	2464203		040424 INV	609.0000.14500	116.95
		1210 (A)	2461595		032824 INV	609.0000.14500	170.12
		1210 (A)	2461594		032824 INV	609.0000.14500	267.50
		1210 (A)	2458822		032124 INV	609.0000.14500	2,010.65
		1210 (A)	2461438		032824 INV	609.0000.14500	449.95
		1210 (A)	2461441		032824 INV	609.0000.14500	924.50
		1210 (A)	2461439		032824 INV	609.0000.14500	261.50
		1210 (A)	2461440		032824 INV	609.0000.14500	1,021.22
		1210 (A)	2466811		041124 INV	609.0000.14500	208.00
		1210 (A)	2466808		041124 INV	609.0000.14500	411.60
		1210 (A)	2466807		041124 INV	609.0000.14500	524.24
		1210 (A)	2466814		041124 INV	609.0000.14500	2
		1210 (A)	2466945		041124 INV	609.0000.14500	3

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		1210 (A)	9556614		122723 INV	609.0000.14500	(60.00)
		1210 (A)	9555762		122123 INV	609.0000.14500	(433.00)
		1210 (A)	9555761		122123 INV	609.0000.14500	(649.50)
		1210 (A)	9556613		122723 INV	609.0000.14500	(60.00)
		1210 (A)	2464207		040424 INV	609.9791.42199	7.68
		1210 (A)	2464209		040424 INV	609.9791.42199	0.64
		1210 (A)	2464205		040424 INV	609.9791.42199	3.20
		1210 (A)	5109529		040424 INV	609.9791.42199	19.20
		1210 (A)	2464204		040424 INV	609.9791.42199	0.64
		1210 (A)	2464201		040424 INV	609.9791.42199	5.12
		1210 (A)	2464202		040424 INV	609.9791.42199	21.76
		1210 (A)	2461431		032824 INV	609.9791.42199	6.40
		1210 (A)	2464197		040424 DEL	609.9791.42199	3.84
		1210 (A)	2461425		032824 INV	609.9791.42199	6.40
		1210 (A)	5109528		040424 INV	609.9791.42199	0.43
		1210 (A)	2464200		040424 INV	609.9791.42199	5.12
		1210 (A)	2464198		040424 INV	609.9791.42199	20.48
		1210 (A)	2464199		040424INV	609.9791.42199	5.12
		1210 (A)	2464206		040424 INV	609.9791.42199	0.85
		1210 (A)	5109530		040424 INV	609.9791.42199	1.71
		1210 (A)	2464203		040424 INV	609.9791.42199	1.49
		1210 (A)	2466811		041124 INV	609.9791.42199	6.40
		1210 (A)	2466808		041124 INV	609.9791.42199	10.24
		1210 (A)	2466807		041124 INV	609.9791.42199	10.24
		1210 (A)	2466814		041124 INV	609.9791.42199	1.28
		1210 (A)	2459498		032224 INV	609.9792.42199	0.64
		1210 (A)	2464211		040424 INV	609.9792.42199	5.12
		1210 (A)	2464214		040424 INV	609.9792.42199	3.84
		1210 (A)	2464213		040424 INV	609.9792.42199	11.52
		1210 (A)	2464212		040424 INV	609.9792.42199	1.49
		1210 (A)	2464216		040424 INV	609.9792.42199	1.28
		1210 (A)	2464217		040424 INV	609.9792.42199	0.64
		1210 (A)	5109532		040424 INV	609.9792.42199	1.71
		1210 (A)	2464215		040424 INV	609.9792.42199	7.68
		1210 (A)	2461442		032824 INV	609.9792.42199	28.48
		1210 (A)	5109531		040424 DEL	609.9792.42199	3.84
		1210 (A)	2461444		032824 INV	609.9792.42199	6.40
		1210 (A)	2464210		040424 DEL	609.9792.42199	2.56
		1210 (A)	2458822		032124 INV	609.9792.42199	14.08
		1210 (A)	2461437		032824 DEL	609.9792.42199	1.28
		1210 (A)	2461438		032824 INV	609.9792.42199	
		1210 (A)	2461441		032824 INV	609.9792.42199	

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		1210 (A)	2461439		032824 INV	609.9792.42199	1.39
		1210 (A)	2461440		032824 INV	609.9792.42199	7.68
		1210 (A)	2464334		040424 INV	609.9793.42199	5.12
		1210 (A)	2464333		040424 INV	609.9793.42199	5.12
		1210 (A)	2461595		032824 INV	609.9793.42199	3.84
		1210 (A)	2461594		032824 INV	609.9793.42199	2.56
		1210 (A)	2466945		041124 INV	609.9793.42199	8.96
		1210 (A)	2466944		041124 DEL	609.9793.42199	1.28
							22,009.61
04/18/2024	MAIN	1211 (A)	0007816552	WALTERS RECYCLING & REFUSE	:REFUSE & RECYCLING 0324	603.9510.42910	162,885.23
		1211 (A)	0007816552		REFUSE & RECYCLING 0324	603.9510.42920	50,163.85
		1211 (A)	0007816552		REFUSE & RECYCLING 0324	603.9510.42930	22,627.35
							235,676.43
04/18/2024	MAIN	198640	5625732	56 BREWING LLC	040224 INV	609.0000.14500	139.00
04/18/2024	MAIN	198641	V0324-76	ADVANTAGE SIGNS & GRAPHICS	:YARD SIGNS - LESS MOW MAY	883.6312.42990	342.25
04/18/2024	MAIN	198642	10024042024	AI TECHNOLOGIES, LLC.	BSWIFT 0424	101.1320.43050	760.32
04/18/2024	MAIN	198643	04/05/2024	AMBER BURNETTE	UB refund for account: 111-0405-00-101.0000.20120		3.03
		198643	04/05/2024		UB refund for account: 111-0405-00-432.0000.20120		3.01
		198643	04/05/2024		UB refund for account: 111-0405-00-433.0000.20120		3.01
		198643	04/05/2024		UB refund for account: 111-0405-00-601.0000.20120		40.78
		198643	04/05/2024		UB refund for account: 111-0405-00-602.0000.20120		31.80
		198643	04/05/2024		UB refund for account: 111-0405-00-603.0000.20120		29.16
		198643	04/05/2024		UB refund for account: 111-0405-00-604.0000.20120		18.31
							129.10
04/18/2024	MAIN	198644	3562842343	AMERICAN BOTTLING COMPANY	032824 INV	609.0000.14500	306.20
		198644	3579006328		040224 INV	609.0000.14500	510.59
		198644	3562842351		032824 INV	609.0000.14500	394.30
		198644	3579006331		040224 INV	609.0000.14500	390.92
		198644	3562842352		0032824 INV	609.0000.14500	(10.05)
		198644	3562842233		032124 INV	609.0000.14500	(185.00)
							1,406.96
04/18/2024	MAIN	198645	EC123024A	ANOKA COUNTY	MEETING MEALS 012924	101.1110.42175	26.00
04/18/2024	MAIN	198646	26-30-24-14-0136	ANOKA COUNTY PROPERTY RECORDS	1841 49TH AVE FULL YEAR	408.6414.44390	53.24
04/18/2024	MAIN	198647	EC030724G	ANOKA COUNTY TREASURER	2024 ACRED COST SHARE	202.6355.43050	1,231.00
04/18/2024	MAIN	198648	314	ANOKA CTY FIRE PROTECTION COMMISSION	(PUBLIC SAFETY DATA SYSTEM 2024	101.2200.44000	21,500.00

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 04/05/2024 - 04/18/2024

Item 12.

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
04/18/2024	MAIN	198649	2500431166	ARAMARK UNIFORM & CAREER API	040224 MOPS, MATS, TOWELS	609.9791.44020	130.53
		198649	2500432859		040424 MOPS, MATS, TOWELS	609.9792.44020	135.10
		198649	00432801		040424 MOPS, MATS, TOWELS	609.9793.44020	120.84
							386.47
04/18/2024	MAIN	198650	01P111713	ASTLEFORD INTERNATIONAL	FILTERS	701.0000.14120	352.26
		198650	01P112002		PRESSURE SWITCH	701.0000.14120	65.16
							417.42
04/18/2024	MAIN	198651	28730785700104032C	AT&T MOBILITY II, LLC	032524 287307857001	601.9600.43211	11.35
		198651	28730785700104032C		032524 287307857001	602.9600.43211	11.34
		198651	28730785700104032C		032524 287307857001	604.9600.43211	11.34
							34.03
04/18/2024	MAIN	198652	2038193079	BAKER & TAYLOR	BOOK ORDER	240.5500.42180	15.92
		198652	2038204741		BOOK ORDER	240.5500.42180	46.82
		198652	2038199886		BOOK ORDER	240.5500.42180	302.06
		198652	2038194112		BOOK ORDER	240.5500.42180	422.82
		198652	2038196619		BOOK ORDER	240.5500.42180	379.30
		198652	2038185124		BOOK ORDER	240.5500.42180	347.79
		198652	0003296791		BOOK ORDER CREDIT	240.5500.42180	(21.56)
							1,493.15
04/18/2024	MAIN	198653	4379	BARREL THEORY BEER COMPANY	040324 INV	609.0000.14500	138.00
		198653	4352		040124 INV	609.0000.14500	235.00
							373.00
04/18/2024	MAIN	198654	121382	BENEFIT EXTRAS, INC.	COBRA ADMIN 0324; RETIREE BILLING 0101.1320.43050		192.50
		198654	121382		COBRA ADMIN 0324; RETIREE BILLING 0887.9250.43050		43.65
							236.15
04/18/2024	MAIN	198655	2146731	BLACKSTONE AUDIO INC	AUDIOBOOK ORDER	240.5500.42185	270.20
04/18/2024	MAIN	198656	205623	BOURGET IMPORTS LLC	040324 INV	609.0000.14500	60.00
		198656	205602		040324 INV	609.0000.14500	72.00
		198656	205609		040324 INV	609.0000.14500	240.00
		198656	205609		040324 INV	609.9791.42199	8.00
		198656	205623		040324 INV	609.9792.42199	2.00
		198656	205602		040324 INV	609.9792.42199	2.00
							384.00
04/18/2024	MAIN	198657	23579	BRADLEY LAW LLC	LEGAL - COMCAST FRANCHISE 0324	225.9844.43050	1,984.00

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
04/18/2024	MAIN	198658	8638	BROKEN CLOCK BREWING COOP	040424 INV	609.0000.14500	62.00
04/18/2024	MAIN	198659	17637	CARLSON COMMUNITY SOLAR LLC	041024 SOLAR POWER	101.9200.43810	239.02
		198659	17637		041024 SOLAR POWER	602.9600.43810	143.75
		198659	17637		041024 SOLAR POWER	701.9950.43810	1,349.21
							1,731.98
04/18/2024	MAIN	198660	6403204114-3	CENTERPOINT ENERGY	040524 6403204114-3	101.1940.43830	17.10
		198660	5452216-4		040524 5452216-4	101.5200.43830	105.24
		198660	5467671-3		040524 5467671-3	101.5200.43830	17.10
		198660	10802324-3		040524 10802324-3	101.5200.43830	43.09
		198660	10570341-7		040524 10570341-7	240.5500.43830	820.75
		198660	9644621-6		040524 9644621-6	602.9600.43830	17.05
		198660	6402970054-5		040524 6402970054-5	609.9793.43830	168.74
							1,189.07
04/18/2024	MAIN	198661	50262285-00	CENTRAL IRRIGATION SUPPLY	IRRIGATION CONTROLLER-RAMSDHELL	101.5200.42010	278.40
04/18/2024	MAIN	198662	4188915373	CINTAS INC	MOPS, LINENS JPM 040924	101.5129.44020	39.55
04/18/2024	MAIN	198663	732382	CITY WIDE WINDOW SERVICE IN	WINDOW CLEANING LIB 0324	240.5500.44020	128.00
04/18/2024	MAIN	198664	24-HALL-4	CLEAN BEVERAGE LINE	BEER LINE CLEANING 0424	101.5129.44020	63.00
04/18/2024	MAIN	198665	17638	CORNILLIE 2 COMMUNITY SOLAR	041024 SOLAR POWER	101.5129.43810	1,591.07
		198665	17638		041024 SOLAR POWER	604.9600.43810	65.95
							1,657.02
04/18/2024	MAIN	198666	4008376	CRYSTAL SPRINGS ICE LLC	040424 INV	609.0000.14500	264.88
		198666	4008376		040424 INV	609.9791.42199	4.00
							268.88
04/18/2024	MAIN	198667	E3-52928	CUMMINS INC	SCAN TOOL SOFTWARE	701.9950.44000	770.00
04/18/2024	MAIN	198668	IN-3236	DANGEROUS MAN BREWING CO LL	040324 INV	609.0000.14500	201.00
04/18/2024	MAIN	198669	993150	ECM PUBLISHERS INC	2023 LIQ FINANCIAL STATEMENTS	04052101.1510.43500	261.50
		198669	992039		PHN ORD #1692 032924	201.2400.43500	63.25
		198669	992040		PHN ORD #1693 032924	201.2400.43500	63.25
		198669	992037		PHN ORD #1695 032924	201.2400.43500	97.75
							485.75
04/18/2024	MAIN	198670	1188	EMERGENCY TECHNICAL DECON	GLOVES, HOODS, TURNOUT COATS & PANT	101.2200.42173	555.50
04/18/2024	MAIN	198671	2505152403	FIRST ADVANTAGE LNS SCREEN	ANNUAL ENROLLMENTS 0324	101.3121.43050	
		198671	2505152403		ANNUAL ENROLLMENTS 0324	101.5200.43050	

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Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		198671	2505152403		ANNUAL ENROLLMENTS 0324	602.9600.43050	36.71
		198671	2505152403		ANNUAL ENROLLMENTS 0324	701.9950.43050	36.71
							256.97
04/18/2024	MAIN	198672	115632896	FLEETPRIDE INC	FILTERS	701.0000.14120	452.46
		198672	115753461		FILTERS	701.0000.14120	50.06
		198672	115752478		WEATHER PLUG KIT	701.0000.14120	8.26
							510.78
04/18/2024	MAIN	198673	29727	FLEXIBLE PIPE TOOL CO INC	REPLACE DISPLAY SCREEN-JETTER	602.9600.44000	1,803.95
04/18/2024	MAIN	198674	ORD-8453	GLOBAL RESERVE LLC	040224 INV	609.0000.14500	392.00
04/18/2024	MAIN	198675	40646424025	GREAT LAKES COCA-COLA DISTRI	040224 INV	609.0000.14500	971.09
04/18/2024	MAIN	198676	703854	HOHENSTEINS INC	040524 INV	609.0000.14500	1,417.85
		198676	704173		040524 INV	609.0000.14500	78.00
		198676	704101		040524 INV	609.0000.14500	181.05
		198676	704104		040524 INV	609.0000.14500	1,917.40
							3,594.30
04/18/2024	MAIN	198677	13661	INSIGHT BREWING COMPANY, LL	0403324 INV	609.0000.14500	679.60
04/18/2024	MAIN	198678	2413060-F	J. BECHER & ASSOC INC	INSTALL LED STRIPS-SULLIVAN SHELTER	101.5200.44000	1,258.11
04/18/2024	MAIN	198679	ORDUS281438	J.D. POWER AND ASSOCIATES	OLDER USED CAR GUIDES 0524-0425	240.5500.42181	156.00
04/18/2024	MAIN	198680	IN313430	JEFFERSON FIRE & SAFETY INC	FIRE HOSES	101.2200.42010	2,550.20
04/18/2024	MAIN	198681	180465	KENNEDY & GRAVEN	CL205-00088 SALE 4243 5TH ST	408.6414.43050	1,167.00
04/18/2024	MAIN	198682	0424-101856	KIRKUS MEDIA	ONE YEAR SUBSCRIPTION 0424-0325	240.5500.42181	179.00
04/18/2024	MAIN	198683	69970	LIBATION PROJECT	032924 INV	609.0000.14500	394.02
		198683	69970		032924 INV	609.9791.42199	4.00
							398.02
04/18/2024	MAIN	198684	370843	LITTLE FALLS MACHINE INC	EATON MOTOR PROVISION FOR SPINNER	701.0000.14120	598.12
04/18/2024	MAIN	198685	45527	LOCKRIDGE GRINDAL NAUEN P.L	LOBBYIST SERVICES 0424	411.9999.43050.2111	3,333.33
04/18/2024	MAIN	198686	741101	MCDONALD DISTRIBUTING CO	040524 INV	609.0000.14500	723.75
		198686	741112		040524 INV	609.0000.14500	280.75
							1,004.50
04/18/2024	MAIN	198687	6608	MENARDS CASHWAY LUMBER-FRID	LIGHT BULBS	101.2100.42171	11.99
		198687	5571		27 GALLON TOTES	101.3100.42171	43.35

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Item 12.

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
04/18/2024	MAIN	198688	823384	MIDWAY FORD	TEMP SENSOR	701.0000.14120	10.78
		198688	823572		EXHAUST PIPE	701.0000.14120	513.70
		198688	822977		STUD, NUT, BOLT	701.0000.14120	40.18
							564.66
04/18/2024	MAIN	198689	7723	MINNESOTA ASA	GIRLS SOFTBALL LEAGUE FEES 10U, 12U	101.5001.44330	2,010.00
04/18/2024	MAIN	198690	MARCH0030402024	MN DEPT OF LABOR & INDUSTRY	1ST QTR 2024 SURCHARGE	201.0000.20820	838.11
		198690	MARCH0030402024		1ST QTR 2024 SURCHARGE	201.0000.36260	(33.52)
							804.59
04/18/2024	MAIN	198691	E-49636	MODIST BREWING CO LLC	040424 INV	609.0000.14500	433.38
		198691	E-49671		040524 INV	609.0000.14500	405.00
							838.38
04/18/2024	MAIN	198692	360621994001	OFFICE DEPOT	PAPER, WHITEOUT, LAMINATOR POUCHES	240.5500.42000	81.61
		198692	360621994001		PAPER, WHITEOUT, LAMINATOR POUCHES	240.5500.42170	15.99
							97.60
04/18/2024	MAIN	198693	359731558001	OFFICE DEPOT	COPY PAPER, CUPS, NAPKINS	101.2100.42000	39.89
		198693	359731558001		COPY PAPER, CUPS, NAPKINS	101.2100.42171	68.36
							108.25
04/18/2024	MAIN	198694	0001673998	ON SITE SANITATION INC	SATELLITE RENT - SNOWBLAST	101.1110.44376	74.50
04/18/2024	MAIN	198695	232959	PAUSTIS & SONS WINE COMPANY	040424 INV	609.0000.14500	1,561.50
		198695	232959		040424 INV	609.9791.42199	34.50
							1,596.00
04/18/2024	MAIN	198696	00013	PERFORMANCE PLUS LLC	MEDICAL EXAM, DRUG SCREEN, MASK FIT	101.2200.43050	312.00
04/18/2024	MAIN	198697	992828426	POPP.COM INC	040424 - 10013125	601.9600.43210	13.57
		198697	992828426		040424 - 10013125	602.9600.43210	13.56
		198697	992828426		040424 - 10013125	604.9600.43210	13.56
							40.69
04/18/2024	MAIN	198698	310010857	PREMIUM WATERS INC	033124 COOLER RENTALS	101.0000.20815	(0.68)
		198698	310010858		033124 COOLER RENTAL	101.0000.20815	(0.34)
		198698	310010859		033124 COOLER RENTAL	101.0000.20815	(0.34)
		198698	319980812		031224 WATER	609.9791.42171	9.72
		198698	310000919		032624 WATER	609.9791.42171	19.44
		198698	310010857		033124 COOLER RENTALS	609.9791.42171	9.32
		198698	319996074		032224 WATER	609.9792.42171	
		198698	310010858		033124 COOLER RENTAL	609.9792.42171	

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Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		198698	310010859		033124 COOLER RENTAL	609.9793.42171	4.66
							61.02
04/18/2024	MAIN	198699	5010356752	RED BULL DISTRIBUTION CO INC	032824 INV	609.0000.14500	538.20
		198699	5010352193		032824 INV	609.0000.14500	344.80
		198699	2016246881		040324 INV	609.0000.14500	374.10
		198699	2016087303		032824 INV	609.0000.14500	(26.98)
							1,230.12
04/18/2024	MAIN	198700	032724	SCHAFFER/PATRICIA ANNETTE	ACTIVE AGERS 030424-032024	101.5040.43050	120.00
04/18/2024	MAIN	198701	I1691013	STREICHER'S GUN'S INC/DON	METH NIK TEST KITS	101.2100.42171	139.95
		198701	I1691892		TACTICAL HOLSTER	101.2100.42172	219.99
							359.94
04/18/2024	MAIN	198702	906908	TRIO SUPPLY COMPANY INC	CAN LINERS, CLEANER-LIB	240.5500.42171	337.15
		198702	907809		PEROXIDE CLEANER (CASE OF 4 1-GAL)	240.5500.42171	86.15
							423.30
04/18/2024	MAIN	198703	6124301	UNIQUE MANAGEMENT SERVICES	0324 PLACEMENTS	240.5500.43050	23.30
		198703	6122104		0124 PLACEMENTS	240.5500.43050	23.30
		198703	6123189		0224 PLACEMENTS	240.5500.43050	23.30
							69.90
04/18/2024	MAIN	198704	6081	VENN BREWING COMPANY	040224 INV	609.0000.14500	279.00
04/18/2024	MAIN	198705	9960730004	VERIZON WIRELESS	040324 442044911-00002	609.9791.43250	56.83
		198705	9960730004		040324 442044911-00002	609.9792.43250	56.88
		198705	9960730004		040324 442044911-00002	609.9793.43250	56.83
							170.54
04/18/2024	MAIN	198706	9960525152	VERIZON WIRELESS	040124 542000689-00001	101.2100.43211	1,885.23
		198706	9960525152		040124 542000689-00001	101.2200.43211	252.32
		198706	9960525152		040124 542000689-00001	101.5000.43211	41.22
							2,178.77
04/18/2024	MAIN	198707	9960489964	VERIZON WIRELESS	040124 342019817-00001	101.1940.43211	41.22
		198707	9960489964		040124 342019817-00001	101.3100.43211	219.55
		198707	9960489964		040124 342019817-00001	101.3121.43211	179.46
		198707	9960489964		040124 342019817-00001	101.5200.43211	179.47
		198707	9960489964		040124 342019817-00001	101.6102.43211	41.22
		198707	9960489964		040124 342019817-00001	601.9600.43211	279.25
		198707	9960489964		040124 342019817-00001	602.9600.43211	2
		198707	9960489964		040124 342019817-00001	603.9520.43211	20.01

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 04/05/2024 - 04/18/2024

Item 12.

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		198707	9960489964		040124 342019817-00001	603.9530.43211	20.61
		198707	9960489964		040124 342019817-00001	604.9600.43211	48.42
		198707	9960489964		040124 342019817-00001	701.9950.43211	43.42
		198707	9960489964		040124 342019817-00001	705.9970.43211	49.66
							<hr/> 1,402.14
04/18/2024	MAIN	198708	0348235-IN	VINOCOPIA INC	032724 INV	609.0000.14500	750.75
		198708	0348235-IN		032724 INV	609.9792.42199	14.00
							<hr/> 764.75
04/18/2024	MAIN	198709	04152024-CH	VIRIDI INVESTMENTS LLC	041524 SOLAR POWER	609.9791.43810	477.27
04/18/2024	MAIN	198710	0000366-4651-1	WASTE MANAGEMENT OF WI-MN	LATE FEE INV#0000138-4651-4	603.9510.42930	5.00
04/18/2024	MAIN	198711	1235-046762	WHEELER LUMBER LLC	LUMBER	101.5200.42160	1,688.00
04/18/2024	MAIN	198712	263835	WINE COMPANY/THE	040324 INV	609.0000.14500	584.00
		198712	263835		040324 INV	609.9791.42199	12.00
							<hr/> 596.00
04/18/2024	MAIN	198713	109985358	XCEL ENERGY (N S P)	040924 51-0011136455-0	240.5500.43810	735.62
				TOTAL - ALL FUNDS	TOTAL OF 163 CHECKS		<hr/> 866,650.29

Check Register Report For City Of Columbia Heights
 For Check Dates 03/23/2024 to 04/05/2024

Item 12.

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
04/05/2024	PR	100374	LELS #311 OFFICERS UNION	1,551.00	1,551.00	0.00	Open
04/05/2024	PR	100375	LELS #342 SERGEANT UNION	282.00	282.00	0.00	Open
04/05/2024	PR	EFT1192	COL HTS LOCAL 1216	200.00	200.00	0.00	Open
04/05/2024	PR	EFT1193	COLHTS FIREFIGHTER ASSN	280.00	280.00	0.00	Open
04/05/2024	PR	EFT1194	MSRS MNDGP PLAN 650251	2,560.57	2,560.57	0.00	Open
04/05/2024	PR	EFT1195	HSA BANK	8,696.82	8,696.82	0.00	Open
04/05/2024	PR	EFT1196	PMA UNION DUES	60.00	60.00	0.00	Open
04/05/2024	PR	EFT1197	IRS	95,300.15	95,300.15	0.00	Open
04/05/2024	PR	EFT1198	MISSION SQUARE 401 (ROTH)	2,542.59	2,542.59	0.00	Open
04/05/2024	PR	EFT1199	MISSION SQUARE 457 (B)	19,124.38	19,124.38	0.00	Open
04/05/2024	PR	EFT1200	MISSION SQUARE RHS	733.73	733.73	0.00	Open
04/05/2024	PR	EFT1201	PERA 397400	92,564.28	92,564.28	0.00	Open
04/05/2024	PR	EFT1202	STATE OF MN TAX	19,741.09	19,741.09	0.00	Open
04/05/2024	PR	EFT1203	COL HGTS POLICE ASSN	170.00	170.00	0.00	Open
Totals:			Number of Checks: 014	243,806.61	243,806.61	0.00	
Total Physical Checks:			2				
Total Check Stubs:			12				



CITY COUNCIL MEETING

AGENDA SECTION	FOR BUSINESS
MEETING DATE	04/22/2024

ITEM:	Second reading of Ordinance 1695, Creating a Time of Sale requirement Within the City of Columbia Heights.								
DEPARTMENT:	Community Development	BY/DATE:	Mitchell Forney, 4/18/24						
CORE CITY STRATEGIES:	<table border="0"> <tr> <td><input checked="" type="checkbox"/> Healthy and Safe Community</td> <td><input checked="" type="checkbox"/> Thriving and Vibrant Destination Community</td> </tr> <tr> <td><input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly</td> <td><input type="checkbox"/> Strong Infrastructure and Public Services</td> </tr> <tr> <td><input type="checkbox"/> Trusted and Engaged Leadership</td> <td><input type="checkbox"/> Sustainable</td> </tr> </table>			<input checked="" type="checkbox"/> Healthy and Safe Community	<input checked="" type="checkbox"/> Thriving and Vibrant Destination Community	<input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly	<input type="checkbox"/> Strong Infrastructure and Public Services	<input type="checkbox"/> Trusted and Engaged Leadership	<input type="checkbox"/> Sustainable
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<input type="checkbox"/> Trusted and Engaged Leadership	<input type="checkbox"/> Sustainable								

BACKGROUND

Ordinance 1695 had its first reading at the April 8th 2024 City Council meeting. The City Council held a public hearing for the ordinance and received written testimony from the local realtors association discussing the issue. After deliberation, the Council voted unanimously to move the ordinance for its second reading. As highlighted in staffs previous report, municipalities in Minnesota are authorized under state statute to create city-based inspection requirements for residential properties before sale. These inspections are generally referred to as “Truth in Housing Inspections”, “Point of Sale Inspections” or “Time of Sale Inspections”. The inspections are based upon individual criteria for minimum housing codes that are selected by each city.

Ordinance 1695 Establishes a Time of Sale requirement through the creation of a Certificate of Property Maintenance requirement for the City of Columbia Heights. The Certificate of Property maintenance ensures that all inspections and related requirements of the Time of Sale program have been completed before the conveyance of a residential property with three or fewer units. Multifamily properties with four or more units are exempt. All sales, purchases, transfers, or conveyances are required to receive a certificate of property maintenance before the transfer of ownership. Ordinance 1695 establishes certain exemptions from this requirement which include but are not limited to, new construction, conveyance to a public body, conveyance by a sheriff, or transfer of a property for the purpose of demolition. To receive a Certificate of Property Maintenance the owner must apply for and complete an initial inspection. If the inspection identifies health and safety issues, the owner must fix the identified issues or present proof of a financial guarantee in the form of an escrow agreement, to be held by the title company. The financial guarantee ensures the City that the buyer can and will address the issues. Ordinance 1695 also requires the owner to complete a sewer line inspection and present the results as part of the application for the certificate of property maintenance.

Once Ordinance 1695 takes effect, Community Development staff will begin the execution of the Time of Sale program. The program itself is the administration and enforcement of the requirements established by Ordinance 1695. The program outline is attached, and the council will consider a fee schedule change at their April 22nd meeting to establish the Time of Sale Inspection fee.

Ultimately, the establishment of a Time of Sale program seeks to improve the aging housing stock found throughout Columbia Heights. Other communities with similar, pre and post-war development, utilize time of sale programs to maintain the quality of their rapidly aging housing stock. The City Council identified these issues in their 2023 Strategic Plan. Passed at the April 10th, 2023 council meeting, the strategic plan highlights the City’s need for stable/rising property values (Obj 4c) and strong infrastructure (Obj 5). The strategic plan even sets a specific goal for the evaluation of a time-of-sale program (Opportunity Goal 14). Establishing a Time of Sale inspection requirement will ensure that health and safety issues are thoroughly identified and addressed as the City’s housing stock and population continue to evolve. In addition to ensuring the health and safety of the City’s housing stock, the Time of Sale program will help mitigate secondary issues that plague Columbia Heights. Due to the City’s lower property values, Columbia Heights is a prime target for unlicensed house flippers. Building inspections staff are constantly finding unpermitted and often shoddy work being completed on older homes in an attempt to sell them for a larger profit. Leaving unsuspecting buyers holding the bill on repairs when these items fail. Another secondary effect is regarding the required sewer inspection. In requiring a sewer inspection as part of the Time of Sale program, the City seeks to identify and limit the amount of infiltration and inflow (I & I) of rainwater entering its sanitary sewer systems. Over the past few years, the City has worked hard to limit the I & I that seeps into the system. Every ounce of water that enters is an additional cost to the City’s sewer bill which gets passed on to the City’s residents. Identifying and repairing individual sewer lines not only helps the entire community but also helps modernize the City’s aging infrastructure, which still has homes that utilize clay sewer lines.

In conclusion, the implementation of Ordinance 1695 and the establishment of the Time of Sale program represent significant strides for Columbia Heights in addressing its aging housing stock. By requiring comprehensive inspections before property conveyance, the City aims to safeguard resident well-being and maintain housing infrastructure quality. This initiative aligns with strategic objectives outlined in the City Council’s 2023 Strategic Plan and is expected to mitigate issues such as unlicensed house flipping and sewer system infiltration. Overall, the Time of Sale program demonstrates Columbia Heights’ commitment to fostering a vibrant and sustainable community for its residents.

<p>RECOMMENDED MOTION(S):</p> <p>MOTION: Move to waive the reading of Ordinance No. 1695, there being ample copies available to the public.</p> <p>MOTION: Move to approve Ordinance No. 1695, being an ordinance amending chapter 5a of the Columbia Heights City Code to establish the Certificate of Property Maintenance and its associated requirements, and amending parallel references to reflect the section change, and direct staff to send a summary of the ordinance as presented, for publication in the legal newspaper.</p>
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ATTACHMENT(S):

1. Ordinance 1695
2. Time of Sale Program Outline
3. Summary of Ordinance for Publication
4. Letter from Saint Paul Area Association of Realtors

ORDINANCE NO. 1695

**BEING AN ORDINANCE AMENDING CHAPTER 5A OF THE COLUMBIA HEIGHTS CITY CODE TO ESTABLISH
THE CERTIFICATE OF PROPERTY MAINTENANCE AND ITS ASSOCIATED REQUIREMENTS, AND ALSO
AMENDING PARALLEL REFERENCES TO REFLECT THE SECTION CHANGES**

The City of Columbia Heights does ordain:

Section 1

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

§ 5A.101 STATEMENT OF PURPOSE.

(A) These regulations shall be known as the Property Maintenance Code of The City of Columbia Heights hereinafter referred to as "this code".

(B) The provisions of this code shall apply to all existing residential and nonresidential structures and all existing premises and constitute minimum requirements and standards for premises, structures, equipment and facilities for light, ventilation, space, heating, sanitation, protection from the elements, life safety, safety from fire and other hazards, and for safe and sanitary maintenance; the responsibility of owners, operators and occupants; the occupancy of existing structures and premises, and for administration, enforcement and penalties.

(C) This code shall be construed to secure its expressed intent, which is to protect the character and stability of all premises within the city; to correct and prevent conditions that adversely affect or are likely to adversely affect the life, safety, general welfare, and health; to provide minimum standards for the maintenance of existing property and to thus prevent substandard property and blight; and to preserve the value of land and buildings throughout the city. Existing structures and premises that do not comply with these provisions shall be altered or repaired to provide a minimum level of health and safety as required herein.

(D) If a section, division, sentence, clause or phrase of this code is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this code.

(E) With respect to disputes between property owners (owners) and tenants, and except as otherwise specifically provided by terms of this code, the City Council (Council) will not intrude upon the accepted contractual relationships between owners and tenants. The Council will not intervene as an advocate of either party, nor will it act as an arbiter, nor will it be receptive to complaints from owners or tenants, which are not specifically and clearly relevant to the provisions of this code. In the absence of such relevancy with regard to rental disputes, it is intended that the contracting parties exercise such legal sanctions as are available to them without the intervention of city government. In enacting this code, the Council does not intend to interfere or permit interference with legal rights to personal privacy.

(F) Section 5A.5 establishes the requirement of obtaining a Certificate of Property Maintenance. The purpose of this section is to establish, in city code, the legal underpinnings for the City's Time of Sale Inspection Program.

(Ord. 1532, passed 11-26-07)

§ 5A.501 CERTIFICATE OF PROPERTY MAINTENANCE REQUIRED.

(A) Sale of property.

(1) No person shall sell, purchase, give, transfer, convey by contract for deed or other transaction changing the party responsible for the property or transact a change in title or property ownership of any class of residential property with one or more buildings or structures without first obtaining a certificate of property maintenance from the city. Transfers of ownership from one family member to another, foreclosures, and the sale of bank owned properties are not exempt from the requirement of obtaining a certificate of property maintenance. This chapter also applies to the sale of a Dwelling or Dwelling Unit by a personal representative or guardian appointed by a probate court or a sale ordered by a probate court.

(2) If a property changes ownership without a certificate of property maintenance or temporary certificate of property maintenance having been issued by the city, the new owner(s) shall be responsible for doing so upon acquisition of the property. The new owner(s) shall be responsible for promptly obtaining a certificate of property maintenance from the city.

(B) Exceptions.

The provisions in section A do not apply to:

(1) Any newly constructed Dwelling or Dwelling Unit when title is transferred to the first owner.

(2) The sale or conveyance or other transfer of title or control of any Dwelling or Dwelling Unit to a public body.

(3) The sale or conveyance of any Dwelling or Dwelling Unit by a sheriff, constable, marshal, trustee in bankruptcy, or other public or court officer in the performance of their official duties.

(4) The sale or transfer of title of any Dwelling or Dwelling Unit for the purpose of demolition, provided such demolition actually occurs within three hundred sixty-five (365) days of the close of the qualifying sale.

(5) Properties owned or sold by the Department of Housing and Urban Development.

(6) The sale of multifamily properties with (4) or more dwelling units on the parcel.

(C) Application.

(1) Required. The owner or owner's representative is required to make application for a certificate of property maintenance before any class of residential property is offered for sale or purchase, gifted, transferred, conveyed by contract for deed or other transaction changing the party responsible for the property or transacting a change in title or property ownership of the property.

(2) Fee. At the time of application, the applicant for a certificate of property maintenance must pay the property maintenance inspection fee appropriate for the type of building the request is for as set forth in the city's fee schedule.

(D) Inspection.

(1) **Application.** The applicant for a certificate of property maintenance is responsible for requesting an inspection of the property after making application and payment of fees. An inspection shall be made by the city to determine whether the property use is legal in accordance with city zoning requirements and whether the property complies with all applicable building, fire, health, and property maintenance codes. The entire property and all buildings on the property shall be made available for inspection.

(2) **Sewer line Inspection.** The applicant is responsible for engaging a qualified contractor to inspect and televise the property's sewer line, extending from the house to the sewer main. This inspection aims to identify and document any issues or threats to the integrity of the sewer line.

The contracted inspection must be thorough and cover the entire length of the sewer line. The contractor is required to submit a written verification of the inspection results to both the city and the applicant within one week of completing the inspection.

The inspection report must address, at a minimum, the following aspects:

Structural Integrity: Assess the overall structural condition of the sewer line.

Obstructions: Identify and report any blockages, root intrusions, or other impediments.

Leakage: Detect and document any signs of leakage or seepage.

Connection Points: Inspect and verify the integrity of the sewer line at key connection points, such as junctions and cleanouts.

Compliance: Confirm compliance with relevant codes and regulations.

(E) Compliance; expiration.

(1) When the property use is legal in accordance with city zoning requirements and the property complies with all applicable building, fire, health and property maintenance codes, a certificate of property maintenance will be issued by the city.

(2) A certificate of property maintenance remains valid and may be used for the transfer of property for a period of one year from the date of the certificate's issuance. The certificate of property maintenance may only be used for property transfer by the owner named on the certificate of property maintenance or the owner's legal representative.

(F) **Temporary certificate of property maintenance.** A temporary certificate of property maintenance may be issued by the city permitting the transfer of property, providing:

(1) No unsafe or hazardous conditions exist on such property.

(2) An agreement by the buyer, seller or other responsible person has been executed with the city, whereby the buyer, seller or other responsible person agrees to complete corrections to the property.

(3) A financial guarantee in the form of a cash escrow to ensure completion of any corrections to the property is posted with an attorney or title company. The cash escrow shall be in an amount at least equal to the retail value of the work as determined by the city to be necessary for compliance with this section and no less than \$500.00. Escrows in excess of \$10,000.00 may be reduced and partially released one time per property based on the amount of work completed as determined by a city inspector. Escrows in excess

of \$50,000.00 may be reduced and partially released up to two times per property based on the amount of work completed as determined by a city inspector. The applicant shall be responsible for additional inspection fees.

(G) *Violations.* All violations of this section must be corrected in a timely manner as determined by the city.

§ 5A.501601 HAZARDOUS BUILDING DECLARATION.

In the event that a premises has been declared unfit for human habitation and the owner/tenant has not remedied the effects within a prescribed reasonable time, the premises may be declared hazardous and treated in accordance with the provisions of Minnesota Statutes.

(A) *Unsafe structures.* An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because such structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe or of such faulty construction or unstable foundation, that partial or complete collapse is possible.

(B) *Unsafe equipment.* Unsafe equipment includes any boiler, heating equipment, elevator, moving stairway, electrical wiring or device, flammable liquid containers or other equipment on the premises or within the structure which is in such disrepair or condition that such equipment is a hazard to life, health, property or safety of the public or occupants of the premises or structure.

(C) *Structure unfit for human occupancy.* A structure is unfit for human occupancy whenever the Code Official finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is unsanitary, contains a large accumulation of storage or debris which causes a dangerous increase to the fire load and prevents the normal use of equipment within the structure, vermin infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by this code, or because the location of the structure constitutes a hazard to the occupants of the structure or to the public.

(D) *Unlawful structure.* An unlawful structure is one found in whole or in part to be occupied by more persons than permitted under this code, or was erected, altered or occupied contrary to city code.

(Ord. 1532, passed 11-26-07)

§ 5A.502602 SECURE UNFIT AND VACATED STRUCTURES.

(A) *Closing of vacant structures.* If the structure is vacant and unfit for human habitation and occupancy, and is not in danger of structural collapse, the Code Official is authorized to post a placard of condemnation on the premises and notify the owner, to order the structure closed up so as not to constitute a public nuisance. Upon failure of the owner to close up the premises within the time specified in the order, the Code Official shall cause the premises to be closed and secured through any available public agency or by contract or arrangement by private persons. Cost to close and secure structures shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

(B) *Notice.* Whenever the Code Official has condemned a structure or equipment under the provisions of this section, notice shall be posted in a conspicuous place in or about the structure affected by such notice and served on the owner or the person or persons responsible for the structure or equipment.

(C) *Placarding*. Upon failure of the owner or person responsible to comply with the notice provisions within the time given, the Code Official shall post on the premises or on defective equipment a placard condemning the structure or equipment and a statement of the penalties provided for occupying the premises, operating the equipment or removing the placard.

(D) *Placard removal*. The Code Official shall remove the condemnation placard whenever the defect or defects upon which the condemnation and placarding action were based have been eliminated. Any person who defaces or removes a condemnation placard without the approval of the Code Official shall be subject to the penalties provided by this code.

(E) *Prohibited occupancy*. Any occupied structure condemned and placarded by the Code Official shall be vacated as ordered by the Code Official. Any person who shall occupy a placarded premises or shall operate placarded equipment, and any owner or any person responsible for the premises who shall let anyone occupy a placarded premises or operate placarded equipment shall be liable for the penalties provided by this code.

(Ord. 1532, passed 11-26-07) Penalty, see § [5A.602702](#)

§ 5A.503603 DEMOLITION.

The demolition of hazardous structures shall be in accordance with M.S. § 463.00.

(Ord. 1532, passed 11-26-07)

§ 5A.504604 FAILURE TO COMPLY.

Upon failure to comply with a compliance order within the time set therein, and no appeal having been taken, or upon failure to comply with a modified compliance order within the time set therein, the criminal penalty established hereunder notwithstanding, the City Council, after due notice to the owner, may by resolution declare the condition to constitute a public nuisance and cause the cited deficiency to be remedied as set forth in the compliance order. The cost of such remedy shall be a lien against the subject real estate and may be levied and collected as a special assessment in accordance with M.S. Chapter 429, as it may be amended from time to time, for abatement of nuisances and specifically for the removal or elimination of public health or safety hazards from private property. Any assessment levied thereunder shall be payable in a single installment unless a different payment schedule is authorized by Council resolution. The intent of this section is to authorize the city to utilize all of the provisions of this code and of Minnesota law to protect the public's health, safety and general welfare.

(Ord. 1532, passed 11-26-07)

§ 5A.505605 REMEDIES CUMULATIVE.

Any remedies pursued under §§ [5A.501601](#) to [5A.503603](#), are in addition to the remedies or penalties prescribed under §§ [5A.601701](#) to [5A.602702](#).

(Ord. 1532, passed 11-26-07)

§ 5A.506606 COST RECOVERY.

(A) The Council hereby authorizes the assessment of unpaid fees, fines, charges or expenses authorized by the Property Maintenance Code pursuant to the provisions of the Columbia Heights City Charter.

(B) The Treasurer shall establish an improvement fund for the administration of Residential Maintenance Code charges. The costs related to the Residential Maintenance Code shall be certified annually by the Housing Enforcement Officer to the Treasurer for billing, including a statement describing the land, lots, or parcels involved and the amount chargeable to each.

(C) On or before October 1 of each year, or as required by statute, the Treasurer shall bill each property owner of each affected lot or parcel for their portion of the charges authorized hereunder plus the reasonable cost of administering the billings and collection procedures.

(D) The Treasurer shall list the total unpaid charges against each separate lot or parcel to which such charges are attributable on or before November 1 of each year, or as required by statute, for Council action pursuant to the provisions of this chapter.

(Ord. 1532, passed 11-26-07; Am. Ord. 1535, passed 9-8-08)

§ 5A.601701 VIOLATIONS.

(A) No person, firm, corporation, or licensee shall own and maintain or operate or rent to any other person for occupancy any premises, or any part of a premises, which is in violation of [Chapter 5A, Article II](#) (§§ [5A.201](#) *et seq.*), maintenance standard.

(B) No person, firm or corporation shall operate a premises without a license issued pursuant to this chapter or accept payments from a tenant of any unlicensed premises which payment is for occupancy for a period during which the premises is not licensed pursuant to this chapter.

(C) No person, firm, corporation or licensee shall refuse or fail to allow the Property Maintenance Enforcement Officer to enter a premises pursuant to an administrative search warrant for the purposes of inspection when authorized by this chapter.

(D) No person, firm, corporation or licensee shall fail or refuse to obey a compliance order validly issued under this code.

(E) No person, firm or corporation shall give or submit false information on a license application or any renewal thereof.

(F) No person who is an occupant of an occupancy shall cause the premises on which an occupancy is located to become in violation of any of the maintenance standards set forth in [Chapter 5A, Article II](#) (§§ [5A.201](#) *et seq.*), normal wear and tear excepted.

(G) No person shall occupy a premises if such premises is required to be licensed under this chapter.

(H) No person may occupy a premises posted pursuant to § [5A.304](#).

(I) No person, firm or corporation, including an owner, licensee or occupant, shall remove or tamper with a placard used for posting property pursuant to this chapter.

(Ord. 1532, passed 11-26-07) Penalty, see § [5A.602702](#)

§ 5A.602702 PENALTY.

Any person, firm or corporation who violates or refuses to comply with any of the provisions of this chapter is guilty of a misdemeanor, unless herein specifically noted. Each day that a violation exists shall constitute a separate offense.

(Ord. 1532, passed 11-26-07)

§ Parallel References of the Columbia Heights City Code is hereby amended to read as follows, to wit:

§ REFERANCES TO MINNESOTA STATUTES

M.S. Cite	Code Section
Chapter 429	4.101, 5A.504 604
463.00	5A.503 603

§ REFERANCES TO ORDINANCES

Ord. No.	Date Passed	Code Section
1532	11-26-07	5A.101–5A.103, 5A.201–5A.212, 5A.301–5A.307, 5A.401–5A.411, 5A.5601–5A.5606, 5A.6701–5A.6702
1535	9-8-08	1.105, 1.119, 2.201, 3.204, 3.208, 3.302, 4.103–4.106, 5.201, 5A.5606, 6.101, 6.901, 7.203, 7.302, 8.102, 8.207, 8.605, 8.606, 11.127

Section 2

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

First Reading:
Offered by:
Seconded by:
Roll Call:

Second Reading:
Offered by:
Seconded by:
Roll Call:

Date of Passage:

Amáda Márquez Simula, Mayor

Attest:

Sara Ion, City Clerk/Council Secretary

Time-of-Sale (TOS) Housing Inspection Program

Scope:

The Time-of-Sale (TOS) Housing Inspection Program provides potential purchasers with information about the condition of a dwelling and requires the correction of immediate hazards or assumption of hazards by the new buyer. The time of sale program plays an important role in maintaining the value and quality of the housing stock in Columbia Heights.

A Time-of-Sale Housing Inspection must be completed, and a Time-of-Sale Housing Evaluation Report must be filed with the City of Columbia Heights prior to the sale of all single, two, and three family dwellings, condominiums, townhouses, and mobile homes. Multi-family rental buildings of four (4) or more units are not included. A Time of Sale Inspection application will need to be filled out, and the fee paid before an inspection can be scheduled.

Inspections take, on average, 45 minutes to an hour to complete. Scheduling the inspection as soon as possible is important as the inspection schedule can fill up quick. Final inspections after corrections are made take around 30 minutes.

During the inspection, the building inspector looks for items in the home that present safety or maintenance concerns. Following the inspection, the homeowner receives a “fix it” list that spells out the repairs that will be needed to bring the property into compliance with city codes. The home seller must make the specified repairs and have the home re-inspected before a Certificate of Property Maintenance will be issued for the completion of the sale. The initial and final inspections are covered by the application fee. A \$65.00 charge will apply for each inspection needed thereafter.

Immediate Hazardous Items:

Nine items not meeting current codes or standards have been identified as immediate hazards which are conditions or defects **likely to cause injury to a person or property if not corrected.**

1. Heating systems that are unsafe due to burned out or rusted heat exchangers; burned out, rusted or plugged flues; no vent; connection with unsafe gas supplies; or incapacity to adequately heat the living space. (requires certification from a licensed contractor may be omitted if appliances have been replaced recently)
2. Water heaters that are unsafe due to burned out or rusted heat exchangers; burned out, rusted or plugged flues; no vent; connection with unsafe gas supplies; or lack of temperature and pressure relief valves. (requires certification from a licensed contractor may be omitted if appliances have been replaced recently)
3. Electrical systems that are unsafe due to dangerous overloading; damaged or deteriorated equipment; improperly taped or spliced wiring; exposed uninsulated wires; temporary distribution systems; ungrounded systems; or extension cords used with permanent appliances (e.g., garage door openers and window unit air conditioners). (requires certification from a licensed contractor)

4. Plumbing systems that are unsanitary due to leaking waste systems, fixtures or traps; lack of an operating toilet; lack of washing and bathing facilities; cross connection of municipal water supply with fixtures or sewage lines; or the lack of water.
5. Structural systems, including walls, chimneys, ceilings, roofs, foundations, floor systems or decks which are not capable of carrying imposed loads.
6. Exterior roofs, walls, chimneys and foundations that are not weather tight and water tight to the extent that it creates an immediate hazard.
7. Abandoned fuel tanks.
8. Refuse, garbage, human waste, decaying vermin or other dead animals, animal waste, vermin infestation or other materials rendering residential building and structures unsanitary for human occupancy.
9. Lack of properly located and operational smoke detectors.

Correcting Hazardous Conditions or Buyer Assumes Hazards:

When hazardous items are identified by the TOS Evaluator, a TOS re-inspection must be scheduled with the City of Columbia Heights to follow up and determine whether the hazardous condition has been corrected.

If an immediate hazard exists, it must be corrected, and if the dwelling is occupied, corrective action must be taken by the owner or the owner's agent. If the dwelling is vacant, it cannot be occupied until all hazards are corrected.

If the owner / seller cannot or will not undertake corrective action, the buyer may elect to assume the immediate hazards identified in the *Time-of-Sale Housing Evaluation Report*. A buyer intending to assume the hazards must first obtain written consent from the City of Columbia Heights Building Official by signing, in person, a Hazard Correction/Responsibility form.

Proof of a financial guarantee in the form of a cash escrow at least equal to the determined valuation of repairs must be posted with an attorney, closing company, or title company to ensure the completion of the necessary corrections. The minimum escrow amount is \$500. The city does not hold escrow checks.

The owner or the owner's contractor(s) must obtain the necessary permits from the City of Columbia Heights and the dwelling is subject to City of Columbia Heights re-inspection of all open permits prior to occupancy.

Sewer Line Inspection:

As part of this program the seller is required to have the sewer line of the house televised. Proof of the inspection must be submitted to both the building official and any potential buyer of the property. Unlike other hazards or corrections, proof of escrow is not required but the required repairs follow the same assumption of responsibility outlined above.

General Time of Sale Inspection Timeline:

1. Owner submits the Application for Time of Sale Inspection to the inspections department and schedules the inspection.
2. The city inspector inspects the property highlighting any required fixes if there are any applicable.
3. The homeowner completes the required fixes or presents the inspections department with

proof that funds for the repairs are held in escrow.

4. At the same time the homeowner hires an inspector to conduct a sewer inspection submitting the results to the inspections department alongside the Sewer Inspection Cover Page.
5. Once all repairs are complete/proof of escrow is received, and all documentation is submitted the Inspector will issue the homeowner the Certificate of Property Maintenance, allowing the home to be sold.

SUMMARY OF ORDINANCE NO. 1695

BEING AN ORDINANCE AMENDING CHAPTER 5A OF THE COLUMBIA HEIGHTS CITY CODE TO ESTABLISH THE CERTIFICATE OF PROPERTY MAINTENANCE AND ITS ASSOCIATED REQUIREMENTS, AND ALSO AMENDING PARALLEL REFERENCES TO REFLECT THE SECTION CHANGES

The City Council for the City of Columbia Heights, Minnesota adopted Ordinance No. 1695 on April 22, 2024.

The purpose of this ordinance is to create, upon passage, what is often referred to as a Time of Sale Program through the establishment of a Certificate of Property Maintenance Requirement, in code section 5A. Upon passage no person shall sell, purchase, give, or transact a change in title or property ownership of any class of residential property (3 units or less) with one or more buildings or structures without first obtaining a certificate of property maintenance from the city. The amendment of parallel references refers to amending all other code sections affected by the addition of this section of code.

This is a summary of Ordinance No. 1695 A copy of the entire text of the Ordinance is available for public inspection during regular office hours at City Hall, by standard or electronic mail, or at www.columbiaheightsmn.gov.

Attest:

Amáda Márquez Simula, Mayor

Sara Ion, City Clerk/Council Secretary



BETTER AGENTS ♦ BETTER COMMUNITIES
 SAINT PAUL AREA ASSOCIATION OF REALTORS®

April 8, 2024

Dear Honorable Mayor Márquez Simula and Columbia Heights City Councilmembers,

The Saint Paul Area Association of Realtors® (SPAAR) is the professional trade association for nearly 8,000 Realtors® who live and work throughout the Twin Cities. On behalf of our members, their clients, and community property owners, we encourage you to vote against the proposed changes to City Ordinance 1695, establishing a time of sale program, in Columbia Heights.

SPAAR supports community efforts to maintain high quality housing stock and attract new residents. However, SPAAR does not believe that requiring code compliance at the point of sale, or time of sale, will effectively assist a community in maintaining and promoting a healthy, high quality and affordable housing market.

SPAAR believes the parties involved should determine courses of action to take to safeguard their interests during the transfer of property. Most sellers complete a disclosure statement and are required by law to disclose material facts which they are aware of that could adversely affect the buyer. Homebuyers are encouraged to have the property inspected by an independent housing evaluator.

The Twin Cities area is in a housing crisis. With rising costs of housing and worsening inventory shortage, time and cost-saving measures are of the utmost importance. Time of sale requirements increase costs of the homebuying process and slow the transaction for the buyers and sellers. Point of sale mandates require sellers to make repairs prior to the sale when these costs could have been negotiated or allocated through the offer and sale process.

SPAAR encourages the Columbia Heights City Council to increase the time frame an inspection certificate is valid. For example, a similar ordinance in Mounds View details that a certificate of completion is valid for 20 years. SPAAR is supportive of the City's plan to establish a low-interest loan plan to make this less cost-prohibitive.

Education on housing maintenance issues detailed in the proposed ordinance may be more effective than city-wide mandates. If the time of sale program is approved, the Saint Paul Area Association of Realtors® and our members are eager to be involved with the process moving forward. We have real estate and local housing market expertise and access to resources that may assist the City with this issue.

Like the City of Columbia Heights, SPAAR's members want to ensure safe and fair housing options for everyone. The Saint Paul Area Association of Realtors® looks forward to working with you and city staff regarding the time of sale program. We hope to find equitable solutions that will be constructive for all stakeholders in the community.



BETTER AGENTS ♦ BETTER COMMUNITIES
SAINT PAUL AREA ASSOCIATION OF REALTORS®

Respectfully,

Amy Peterson
2024 President

Saint Paul Area Association of Realtors®



CITY COUNCIL MEETING

AGENDA SECTION	ITEMS FOR CONSIDERATION
MEETING DATE	APRIL 17, 2024

ITEM:	Consideration of a Rental License Exemption for 3806 Jackson Street NE		
DEPARTMENT:	Community Development	BY/DATE:	Andrew Boucher, City Planner, April 17, 2024
CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i>			
<input type="checkbox"/> Healthy and Safe Community		<input type="checkbox"/> Thriving and Vibrant Destination Community	
<input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly		<input type="checkbox"/> Strong Infrastructure and Public Services	
<input checked="" type="checkbox"/> Trusted and Engaged Leadership		<input type="checkbox"/> Sustainable	

BACKGROUND

On April 17, 2024, the owner of 3806 Jackson Street NE, reached out to the Community Development Department requesting an exemption from the single-family rental density cap. The property is located on Block 143 with six (6) single family rentals out of 38 total single-family units and an allotment of four (4) single family rentals. Attached is the letter that staff received. Section 1 of Ordinance 1685, which established the single-family rental density cap, states that:

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

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

If approved, Resolution 2024-033 would grant a temporary rental license exemption to the homeowner with a few additional requirements. The homeowner is required to complete the license application process within 3 months from the passage of the resolution. This puts a limit on how long they can take to bring the house into rental compliance if needed. The temporary rental license will be valid for one year from the date that the license is approved. This provides the homeowner and tenant the ability to rent the home for a full one-year lease. After the term of the temporary license, the persons requesting a temporary license must make an annual application to the City. No property owner shall hold a temporary rental license for the same property for more than two consecutive years.

RECOMMENDED MOTION(S):

MOTION: Move to waive the reading of Resolution 2024-033, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2024-033, a resolution approving the single-family rental exemption request for the rental application at 3806 Jackson Street NE, Columbia Heights, MN 55421.

ATTACHMENT(S):

- 1. Letter from the Homeowner**
- 2. Resolution 2024-033**
- 3. Location of the property image**
- 4. [Ordinance 1685](#)**

Andrew Boucher

From: Luke Schilmoeller <luqueschilmoeller@gmail.com>
Sent: Wednesday, April 17, 2024 1:02 PM
To: Andrew Boucher
Subject: Re: Property Exemption / temporary license

Subject: Temporary Rental License Exemption Request for Property in Columbia Heights

Dear Members of the Columbia Heights City Council,

I am writing to request a temporary rental license exemption for my property located at 3806 Jackson Street NE Columbia Heights, MN. I recently learned that the property lies in an area that exceeds the allotment of single-family rental licenses.

I recently purchased this property in July 2023 and have been residing in it as my primary residence since then. Upon purchasing the property, I had not anticipated the need for a rental license transfer from the previous owner, as I had intended to continue living in the property indefinitely. However, unforeseen circumstances arose when I got married in January 2024, and my wife and I made the decision to move into another residence together.

As a result of this change in circumstances, I find myself in the position of needing to rent out my property. I was informed on April 2nd by the assistant fire chief that I needed to renew my rental license and pay a late fee. I was willing to pay for the new license, but then was later informed that the property was not longer able to be renewed, therefore needing a temporary license or the ability to renew the license that was previously associated with the property.

I have opted to offer the property for rent to close friends who are in need of housing. They are trustworthy individuals whom I have known for years, and I am confident in their ability to maintain the property and adhere to any regulations or guidelines set forth by the city council.

I understand the importance of adhering to city regulations and obtaining the necessary licenses for rental properties. However, due to the limitation on single-family rental licenses in the area, I kindly request a temporary exemption from the rental license requirement for this property, or to renew the previous license associated.

Thank you for considering my request. I am committed to cooperating with the city council and ensuring that all necessary steps are taken to comply with regulations while also addressing my current circumstances.

Sincerely, Luke Schilmoeller Property Owner

On Apr 17, 2024, at 12:07 PM, Luke Schilmoeller <lukeschilmoeller@gmail.com> wrote:

Item 15.

The property lies in an area that exceeds the allotment of single-family rental licenses

Anoka County Parcel Viewer

Item 15.



Parcel Information:

35-30-24-44-0161
3806 JACKSON ST NE
COLUMBIA HEIGHTS
MN 55421

Plat: COLUMBIA HEIGHTS ANNEX TO MINNEAPOLIS

Approx. Acres: 0.11

Commissioner: MANDY MEISNER

Owner Information:

SCHILMOELLER LUKE ALAN
3806 JACKSON ST NE
COLUMBIA HEIGHTS
MN
55421



ORDINANCE NO. 1685

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

The City of Columbia Heights does ordain:

Section 1

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

5A.401 OCCUPANCY LICENSE REQUIRED.

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

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

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

TABLE 1

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

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

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

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

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

Section 2

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

First Reading: July 24, 2023

Offered by: Jacobs

Seconded by: Spriggs

Roll Call: All Ayes

Second Reading: August 14, 2023

Offered by: Buesgens

Seconded by: Jacobs


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

Spriggs: No

Date of Passage: August 14, 2023


Amada Márquez Simula, Mayor

Attest:



Sara Ion, City Clerk/Council Secretary

SUMMARY OF ORDINANCE NO. 1685

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

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

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

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

Attest:



Sara Ion, City Clerk/Council Secretary



Amáda Márquez Simula, Mayor

AFFIDAVIT OF PUBLICATION

STATE OF MINNESOTA)
COUNTY OF ANOKA) ss

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

BSLP Col Hght Frid Life

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

ANOKA

with additional circulation in the counties of:

RAMSEY

and has full knowledge of the facts stated below:

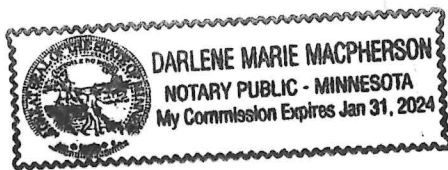
- (A) The newspaper has complied with all of the requirements constituting qualification as a qualified newspaper as provided by Minn. Stat. §331A.02.
- (B) This Public Notice was printed and published in said newspaper(s) once each week, for 1 successive week(s); the first insertion being on 08/25/2023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

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

By: 
Designated Agent

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


Notary Public



Rate Information:

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

Ad ID 1336691

CITY OF COLUMBIA HEIGHTS SUMMARY OF ORDINANCE NO. 1685

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

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

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

Published in the
The Life
August 25, 2023
1336691

**A RESOLUTION APPROVING SINGLE FAMILY RENTAL EXEMPTION REQUEST FOR THE RENTAL APPLICATION
AT 3806 JACKSON STREET NE, COLUMBIA HEIGHTS, MN 55421**

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

WHEREAS, on August 14, 2023, the Council approved ordinance 1685 which established a rental density limit for detached single-family rental dwellings by splitting the city into blocks and capping the number of rentals per that block; and

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

WHEREAS, the City has received a request from the owner of 3806 Jackson Street NE, Columbia Heights, MN 55421 to make an exception for the property and allow a new rental license to be issued.

NOW, THEREFORE, BE IT RESOLVED, the City does hereby approve the exemption request for 3806 Jackson Street NE, Columbia Heights, MN 55421, allowing the homeowner to apply for a temporary one-year rental license, with the addition of the following requirements.

1. The owner of 3806 Jackson Street NE, Columbia Heights, MN 55421 must apply for and complete the licensing process, to receive the temporary license, within 3 months of the passage of this resolution.
2. The temporary rental license shall be valid for the period of one year after the date that the license has been approved.
3. After the one-year term of the temporary license, the rental license will be revoked, and the property owner may re-apply for the temporary license again for no more than a period of two years for the same property.

ORDER OF COUNCIL

Passed this _____ day of _____, 2024

Offered by:

Seconded by:

Roll Call:

Amáda Márquez Simula, Mayor

Attest:

Sara Ion, City Clerk/Council Secretary



CITY COUNCIL MEETING

AGENDA SECTION	ITEMS FOR CONSIDERATION
MEETING DATE	APRIL 17, 2024

ITEM:	Consideration of a Rental License Exemption for 3857 Quincy Street NE							
DEPARTMENT:	Community Development	BY/DATE: Andrew Boucher, City Planner, April 17, 2024						
<p>CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i></p> <table> <tr> <td><input type="checkbox"/> Healthy and Safe Community</td> <td><input type="checkbox"/> Thriving and Vibrant Destination Community</td> </tr> <tr> <td><input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly</td> <td><input type="checkbox"/> Strong Infrastructure and Public Services</td> </tr> <tr> <td><input checked="" type="checkbox"/> Trusted and Engaged Leadership</td> <td><input type="checkbox"/> Sustainable</td> </tr> </table>			<input type="checkbox"/> Healthy and Safe Community	<input type="checkbox"/> Thriving and Vibrant Destination Community	<input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly	<input type="checkbox"/> Strong Infrastructure and Public Services	<input checked="" type="checkbox"/> Trusted and Engaged Leadership	<input type="checkbox"/> Sustainable
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<input checked="" type="checkbox"/> Trusted and Engaged Leadership	<input type="checkbox"/> Sustainable							

BACKGROUND

On April 17, 2024, the owner of 3857 Quincy Street NE, reached out to the Community Development Department requesting an exemption from the single-family rental density cap. The property is located on Block 143 with six (6) single family rentals out of 38 total single-family units and an allotment of four (4) single family rentals. Attached is the letter that staff received. Section 1 of Ordinance 1685, which established the single-family rental density cap, states that:

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

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

If approved, Resolution 2024-034 would grant a temporary rental license exemption to the homeowner with a few additional requirements. The homeowner is required to complete the license application process within 3 months from the passage of the resolution. This puts a limit on how long they can take to bring the house into rental compliance if needed. The temporary rental license will be valid for one year from the date that the license is approved. This provides the homeowner and tenant the ability to rent the home for a full one-year lease. After the term of the temporary license, the persons requesting a temporary license must make an annual application to the City. No property owner shall hold a temporary rental license for the same property for more than two consecutive years.

RECOMMENDED MOTION(S):

MOTION: Move to waive the reading of Resolution 2024-034, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2024-034, a resolution approving the single-family rental exemption request for the rental application at 3857 Quincy Street NE, Columbia Heights, MN 55421.

ATTACHMENT(S):

- 1. Letter from the Homeowner**
- 2. Resolution 2024-034**
- 3. Location of the property image**
- 4. [Ordinance 1685](#)**

Andrew Boucher

From: Absaar Hadi <absaar290@gmail.com>
Sent: Monday, April 8, 2024 3:45 PM
To: Andrew Boucher
Cc: Sarah LaVoie; Dan O'Brien
Subject: Re: 3857 Quincy St NE
Attachments: image001.png; image002.png; Esign_Document_LO_tmhiripirianne-maccompdf-20240_240408_154218.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Andrew,

I would like to apply for an exemption on ordinance number 1685.

My wife and I recently spent our life saving to purchase an investment property in Columbia heights.

While purchasing the house, we signed a contract with the mortgage company that we will not reside in the property more than 14 days per year. We also cannot sell the property within the first year. (Not to mention paying a higher interest rate due to investment category)

We were unaware that our area that we were purchasing a home in exceeded the city limit and we would not be able to get a license.

We would like to get an exemption until our 1 year requirement with our mortgage company is met so we can sell the property since you expressed we may have problems in the future as well.

We will attend the meeting on April 22nd at 6pm. Please contact me with any questions.

Thank you for your time and consideration.

Attached: statement signed during disclosure that was signed stating I will not reside in the property for more than 14 days a year.

On Mon, Apr 8, 2024, 2:57 PM Andrew Boucher <ABoucher@columbiaheightsmn.gov> wrote:

Absaar,

The property located at 3857 Quincy Street NE is on a block that currently exceeds the single-family rental density capacity, so the City would not be able to accept your rental license application at this time. If you are interested in pursuing a single-family rental density exemption, please see the information below and attached ordinance No. 1685.



Please review the attached ordinance No. 1685 for the Single-Family Rental Density Limit and submit a written narrative if you are interested in pursuing a rental density exemption.

If you look on the City of Columbia Heights' website, under Agendas and Minutes you can find the packets for the following meetings where single-family rental density exemptions were considered;

- October 9 , 2023 (rental exemption was approved)
- November 13, 2023 (rental exemption was denied)
- January 8, 2024 (rental exemption was approved)
- January 22, 2024 (rental exemption was approved)

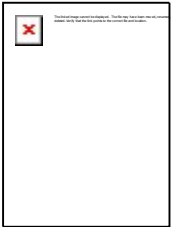
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Let me know if you have any questions,

Thanks,

Andrew

Andrew Boucher, AICP | City Planner



City of Columbia Heights | Community Development Department

3989 Central Avenue NE | Columbia Heights, MN 55421

aboucher@columbiaheightsmn.gov

Direct: 763-706-3673 | Main: 763-706-3670

Disclaimer: Information in this message or attachment may be government data and thereby subject to the Minnesota Government Data Practices Act; may be subject to attorney-client or work product privilege; may be confidential, privileged, proprietary, or otherwise protected. The unauthorized review, copying, retransmission, or other use or disclosure of the information is strictly prohibited. If you are not the intended recipient of this message, please immediately notify the sender of the transmission error and then promptly delete this message from your computer system.

Regarding occupancy

This property is an investment purchase and I will not reside at this property for more than 14 days out of the year.

Regarding payments:

\$18.37 is for Apple music. See attached Google payment receipts for those months you requested.

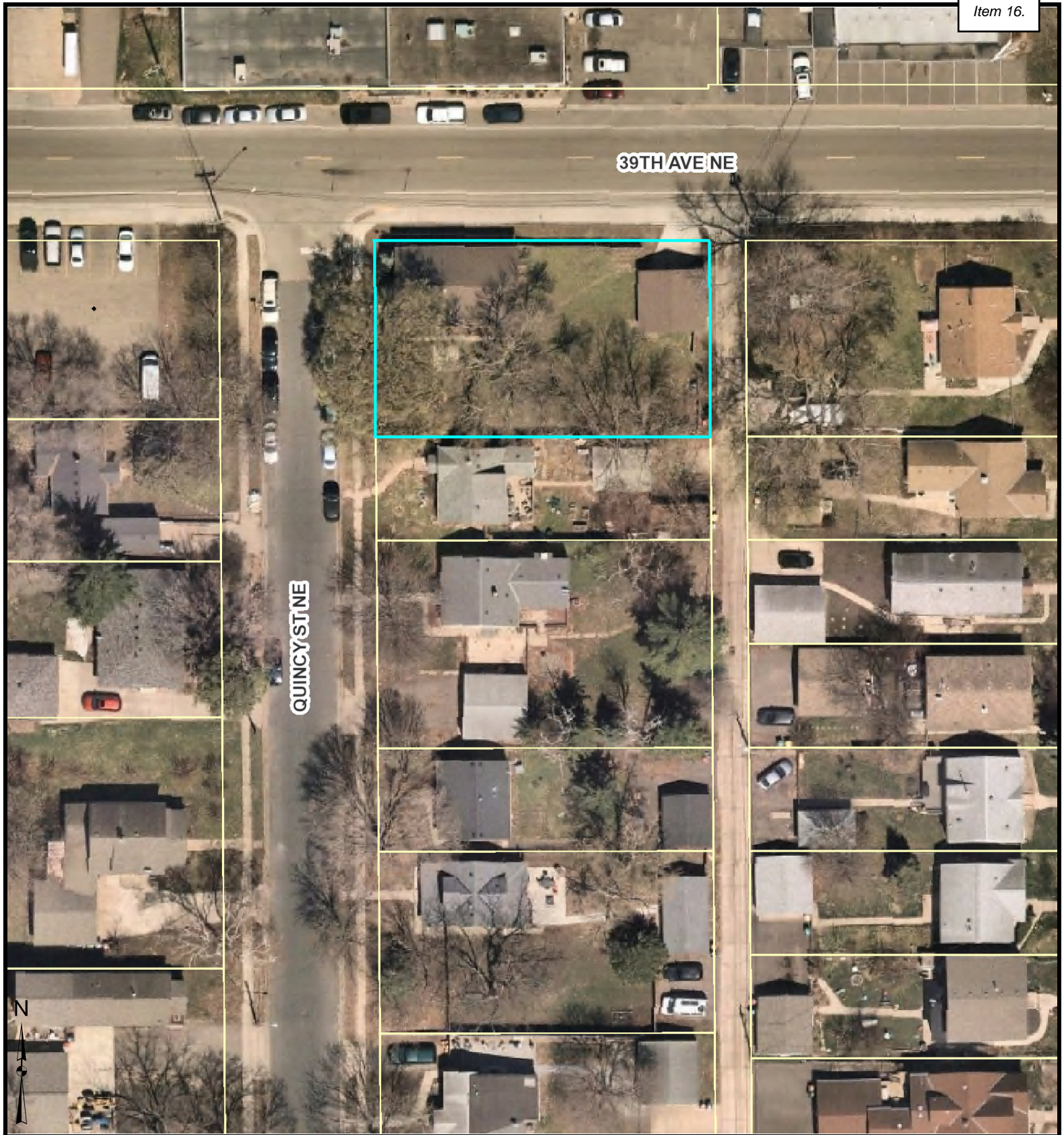
Thank you,
Absaar Hadi

DocuSigned by:
Absaar Hadi
5DEFCE256D75436...

1/23/2024

Anoka County Parcel Viewer

Item 16.



Parcel Information:

35-30-24-44-0072
3857 QUINCY ST NE
COLUMBIA HEIGHTS
MN 55421

Plat: COLUMBIA HEIGHTS ANNEX TO MINNEAPOLIS

Approx. Acres: 0.22
Commissioner: MANDY MEISNER

Owner Information:

HADI ABSAAR
11383 FERGUS ST NE UNIT D
BLAINE
MN
55449



ORDINANCE NO. 1685

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

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 - (a) For the purposes of this section, a BLOCK shall be defined as an area of land enclosed within the perimeter of streets, watercourses, public parks, municipally owned lots, and City boundaries and further defined by an official map maintained by the City.

- (b) This section shall apply to legally conforming lots of record and legally nonconforming lots of record. For the purposes of this section, lots of record may also be referred to as PROPERTIES, PROPERTY, or LOTS.
 - (c) If a block contains more than one type of residential dwelling, only lots that contain detached single-family dwellings shall be included in the calculation of the total number of lots per block.
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- (3) If the number of detached single-family rental dwellings meets or exceeds the permitted number of rental properties per defined block on the effective date of the ordinance from which this section is derived, no additional detached single-family dwelling rental licenses shall be approved for the block, unless a temporary license is granted by the City Council as provided herein. Existing detached single-family dwelling rental licenses may be renewed; however, should a rental license not be renewed, terminated due to the sale of a property by the current license holder, transfer of property ownership occurs, or if the rental license is revoked or lapses, the rental license shall not be reinstated unless it is in conformance with this section and other applicable sections of the City Code.
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(C) Exception. Owner occupied Single-family home occupancies.

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

Section 2

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

First Reading: July 24, 2023

Offered by: Jacobs

Seconded by: Spriggs

Roll Call: All Ayes

Second Reading: August 14, 2023

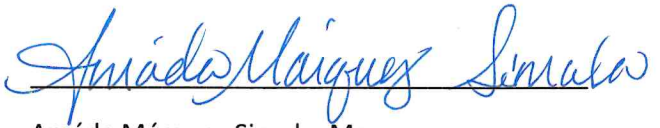
Offered by: Buesgens

Seconded by: Jacobs

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

Spriggs: No

Date of Passage: August 14, 2023


Amada Márquez Simula, Mayor

Attest:



Sara Ion, City Clerk/Council Secretary

SUMMARY OF ORDINANCE NO. 1685

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

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

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

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

Attest:



Sara Ion, City Clerk/Council Secretary



Amada Márquez Simula, Mayor

AFFIDAVIT OF PUBLICATION

STATE OF MINNESOTA)
COUNTY OF ANOKA) ss

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

BSLP Col Hght Frid Life

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

ANOKA

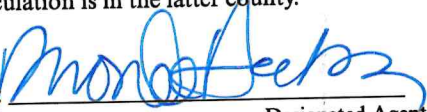
with additional circulation in the counties of:

RAMSEY

and has full knowledge of the facts stated below:

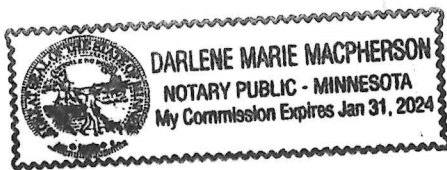
- (A) The newspaper has complied with all of the requirements constituting qualification as a qualified newspaper as provided by Minn. Stat. §331A.02.
- (B) This Public Notice was printed and published in said newspaper(s) once each week, for 1 successive week(s); the first insertion being on 08/25/2023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

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

By: 
Designated Agent

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


Notary Public



Rate Information:

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

Ad ID 1336691

CITY OF COLUMBIA HEIGHTS SUMMARY OF ORDINANCE NO. 1685

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

Published in the
The Life
August 25, 2023
1336691

**A RESOLUTION APPROVING SINGLE FAMILY RENTAL EXEMPTION REQUEST FOR THE RENTAL APPLICATION
AT 3857 QUINCY STREET NE, COLUMBIA HEIGHTS, MN 55421**

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

WHEREAS, on August 14, 2023, the Council approved ordinance 1685 which established a rental density limit for detached single-family rental dwellings by splitting the city into blocks and capping the number of rentals per that block; and

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

WHEREAS, the City has received a request from the owner of 3857 Quincy Street NE, Columbia Heights, MN 55421 to make an exception for the property and allow a new rental license to be issued.

NOW, THEREFORE, BE IT RESOLVED, the City does hereby approve the exemption request for 3857 Quincy Street NE, Columbia Heights, MN 55421, allowing the homeowner to apply for a temporary one-year rental license, with the addition of the following requirements.

1. The owner of 3857 Quincy Street NE, Columbia Heights, MN 55421 must apply for and complete the licensing process, to receive the temporary license, within 3 months of the passage of this resolution.
2. The temporary rental license shall be valid for the period of one year after the date that the license has been approved.
3. After the one-year term of the temporary license, the rental license will be revoked, and the property owner may re-apply for the temporary license again for no more than a period of two years for the same property.

ORDER OF COUNCIL

Passed this _____ day of _____, 2024

Offered by:

Seconded by:

Roll Call:

Amáda Márquez Simula, Mayor

Attest:

Sara Ion, City Clerk/Council Secretary



AGENDA SECTION	ITEMS FOR CONSIDERATION
MEETING DATE	4/22/2024

ITEM:	Consideration of Approval of Temporary One-year Rental License									
DEPARTMENT:	Fire	BY/DATE: Dan O'Brien 4/22/2024								
<p>CITY STRATEGY: <i>(please indicate areas that apply by adding a bold "X" in front of the selected text below)</i></p> <table> <tr> <td><input type="checkbox"/> Safe Community</td> <td><input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel</td> </tr> <tr> <td><input type="checkbox"/> Economic Strength</td> <td><input checked="" type="checkbox"/> Excellent Housing/Neighborhoods</td> </tr> <tr> <td><input type="checkbox"/> Equity and Affordability</td> <td><input type="checkbox"/> Strong Infrastructure/Public Services</td> </tr> <tr> <td><input type="checkbox"/> Opportunities for Play and Learning</td> <td><input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population</td> </tr> </table>			<input type="checkbox"/> Safe Community	<input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel	<input type="checkbox"/> Economic Strength	<input checked="" type="checkbox"/> Excellent Housing/Neighborhoods	<input type="checkbox"/> Equity and Affordability	<input type="checkbox"/> Strong Infrastructure/Public Services	<input type="checkbox"/> Opportunities for Play and Learning	<input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population
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<input type="checkbox"/> Opportunities for Play and Learning	<input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population									

BACKGROUND:

Consideration of approval of a one (1)-year temporary rental housing license application to operate a rental unit within the City of Columbia Heights for the property located at 4411 6th Street NE, Columbia Heights, MN.

Following the revocation of the rental license for this property for non-renewal of the 2023 rental occupancy license the city in October 2023, the property was not eligible for a new rental license because it is in an area that exceed the city's rental density limit for detached single-family properties.

In January 2024, the Property owner applied for an exemption and the Council approved the License Applicant's request for an exemption to density cap. Approval for an exemption to the density cap requires the property owner to comply with all city code.

Renewal of a temporary license temporary for a second, and final year, prior to the expiration of the active temporary license on 4/30/2025, the Licensee must submit a second exemption request to Community Development Department for city council consideration, have a successful inspection interior/exterior inspection performed, submit an approved license application, and pay any fees. Notice to renew a temporary license is sent out 3 months prior to the license expiration.

Approved rental licenses for properties located in areas that exceed the rental density cap terminate if the license is not renewed, lapses, the property is sold, or property ownership is transferred.

STAFF RECOMMENDATION:

Approval of the rental housing application for the property listed above.

RECOMMENDED MOTION(S):

MOTION: Move to adopt Resolution Number 2024-035, being Resolution of the City Council of the City of Columbia Heights approving a one-year temporary rental housing license pursuant to City Code of the rental license listed.

ATTACHMENT(S):

2024-04-22 Res. 2024-035 Temporary License Approval – 4411 6th St NE.pdf

Resolution of the City Council for the City of Columbia Heights approving a one (1)-year temporary rental license for the property rental license applicant Wilson Zhina Carpio (Hereinafter "License Applicant").

Whereas, License Applicant is the legal representative/owner of the real property located at 4411 6th St NE., Columbia Heights, Minnesota,

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

FINDINGS OF FACT

1. That on 10/23/2023, the City Council of Columbia Heights revoked the rental license of the License Applicant for non-renewal of the 2023 rental occupancy license for the property.
2. That the property is in an area that exceeds the number of detached single-family rental properties permitted by city code.
3. That on 1/22/2024, the Columbia Heights City Council approved the License Applicant’s request for an exemption to density cap.
4. That on 4/10/2024, the property passed the initial license inspection by the Building Official.
5. That on 4/16/2024, the License Applicant submitted a rental license application and paid the reinstatement license fee of \$1500.00.
6. That on 4/16/2024, a check of city records indicated that the License Applicant had met the requirements of the Property Maintenance Code.

ORDER OF COUNCIL

1. The rental license belonging to the License Holder described herein and identified by license number 24-0007403 is hereby granted as a one (1)-year temporary rental license.
2. The License Applicant will complete the licensing renewal process prior to the expiration of this license. If applicable at the time of renewal, temporary license renewal includes an approval by this Council for a second-year exemption to the rental density cap. Additionally, renewal includes a satisfactory inspection of the property, submission of a complete application, and payment of license fees.
3. Council may revoke license at any time during license period for non-compliance with city code.

Passed this _____ day of _____, 2024

Offered by:
Seconded by:
Roll Call:

Amáda Márquez Simula, Mayor

Attest:

Sara Ion, City Clerk/Council Secretary