



SPECIAL ECONOMIC DEVELOPMENT AUTHORITY MEETING

City Hall—Council Chambers, 590 40th Ave NE
Monday, September 26, 2022
5:00 PM

AGENDA

ATTENDANCE INFORMATION FOR THE PUBLIC

Members of the public who wish to attend may do so in-person, by calling 1-312-626-6799 and entering meeting ID 429 831 7754 or by Zoom at <http://us02web.zoom.us/j/4298317754>. For questions please call the Community Development Department at 763-706-3670.

CALL TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

- 1. Approve September 6, 2022 EDA Meeting Minutes.**
MOTION: Move to approve the September 6, 2022 EDA Meeting Minutes.
- 2. Approve Financial Reports and Payment of Bills of August 2022.**
MOTION: Move to approve the Consent Agenda as presented.

BUSINESS ITEMS

- 3. Adoption of the 2023 Budget and Authorization of the EDA and HRA Levies.**
MOTION: Move to waive the reading of Resolution 2022-18, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2022-18, a resolution of the Columbia Heights Economic Development Authority, adopting a budget for the fiscal year of 2023 and setting the 2022 tax levy, payable in 2023.

MOTION: Move to waive the reading of Resolution 2022-19, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2022-19, a resolution of the Columbia Heights Economic Development Authority, adopting a budget for the fiscal year of 2023 and authorizing a special benefit tax levy, payable in 2023.
- 4. Resolution 2022-20 Authorizing Certain 2022 Inter-Fund Transfers.**
MOTION: Waive the reading of Resolution 2022-20, there being ample copies available to the public.

MOTION: Approve Resolution 2022-20, transferring \$3,331,655 to the Governmental Buildings Fund 411 from EDA Redevelopment Fund 408, and transferring \$150,000 from EDA Administration Fund 204 to the Governmental Equipment Fund 431.

PUBLIC HEARINGS

OTHER BUSINESS

ADJOURNMENT

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



ECONOMIC DEVELOPMENT AUTHORITY
Public Safety Building—Training Room, 825 41st Ave
NE
Tuesday, September 06, 2022
5:00 PM

MINUTES

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

CALL TO ORDER/ROLL CALL

Members present: Gerry Herringer; Kt Jacobs; Amáda Márquez Simula; John Murzyn, Jr; Nick Novitsky; Marlaine Szurek

Members absent: Connie Buesgens

Staff present: Kelli Bourgeois, City Manager; Aaron Chirpich, Community Development Director; Sara Ion, City Clerk; Mitchell Forney, Community Development Coordinator; Alicia Howe, Administrative Assistant

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

1. Approve the minutes of the regular EDA Meeting of July 5, 2022
2. Approve financial reports and payment of bills of June 2022 and July 2022 – Resolution No. 2022-15

Motion by Márquez Simula, seconded by Murzyn Jr., to approve the Consent Agenda as presented.

Herringer questioned the bills and asked about check number 59, the resolution relating to the State of Minnesota MMB for \$11,320. Chirpich stated that MMB stood for Minnesota Management and Budget, and the City acted as a “pass through” for the Reuter Walton Development state bond funding application.

Herringer then asked about check number 71 for \$98,861, which was also for Reuter Walton Development. Chirpich stated it was for the same bond funding; there were two separate applications.

Szurek asked if the bonding was being handled by the City. Chirpich stated the City was not, they are the applicant, but the City is just a “pass through” and the bond funding is provided by the State.

All ayes of present. MOTION PASSED.

RESOLUTION NO. 2022-15

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

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

WHEREAS, said Statute also requires the EDA to examine the statement and treasurer's vouchers or bills and if correct, to approve them by resolution and enter the resolution in its records; and

WHEREAS, the financial statements for the months of June 2022, and July 2022 have been reviewed by the EDA Commission; and

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

WHEREAS, the EDA Commission has other means to verify the intent of Section 469.096, Subd. 9, including but not limited to Comprehensive Annual Financial Reports, Annual City approved Budgets, Audits and similar documentation; and

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

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

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

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

ORDER OF ECONOMIC DEVELOPMENT AUTHORITY

Passed this 6th day of September, 2022

Offered by: Márquez Simula
Seconded by: Murzyn Jr.
Roll Call: All ayes of present.

President

Attest:

Assistant Secretary

BUSINESS ITEMS

3. Façade Improvement Grant Report Matt's Auto, 4501 Central Ave

Forney reported that the City received a 2022 Façade improvement Grant application for Matt's Automotive Service Center LLC., located at 4501 Central Avenue NE. Matt's Automotive recently purchased the property and is looking to complete a renovation of the building.

The estimated total project cost is approximately \$155,000 and will include both interior and exterior renovations. The exterior renovations include new exterior doors, garage doors, windows, siding, and signage. The lowest siding bid came in at \$29,900 and easily meets the requirements for the maximum grant amount of \$5,000. Both the western and southern sides of the building can be seen from Central Avenue.

Staff recommends funding the project in full. The business owner is investing in both the façade and interior of the building and the update to the building will rehabilitate the building.

Forney noted in the packet regarding cameras on the site, that Staff will work with the police department to bring together bids for the EDA's consideration. Staff will also include other applicants that have received grants in the past.

Motion by Márquez Simula, seconded by Murzyn Jr., to waive the reading of Resolution 2022-16, there being ample copies available to the public. All ayes of present. MOTION PASSED.

Motion by Márquez Simula, seconded by Murzyn Jr., to adopt Resolution 2022-16, a resolution approving the form and substance of the façade improvement grant agreement, and approving authority staff and officials to take all actions necessary to enter the authority into a façade improvement grant agreement with Matt's Automotive Service Center LLC. All ayes of present. MOTION PASSED.

RESOLUTION NO. 2022-16

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 MATT'S AUTOMOTIVE SERVICE CENTER LLC.

BE IT RESOLVED, by the Columbia Heights Economic Development Authority (the "EDA") as follows:

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 Matt's Automotive Service Center LLC.
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 he/she deems necessary and appropriate to carry out the purpose of the foregoing resolution.

ORDER OF ECONOMIC DEVELOPMENT AUTHORITY

Passed this 6th day of September, 2022

Offered by: Márquez Simula
Seconded by: Murzyn Jr.
Roll Call: All ayes of present.

President

Attest:

Assistant Secretary

4. Approval of Demolition Contract for 3841 Central Ave NE

Forney report that at the July 5, 2022, EDA meeting the EDA directed Staff to proceed with the demolition of 3841 Central Avenue NE. Staff prepared bid sheets and submitted bid requests to a multitude of contractors and received 3 bids in return: Nitti Rollof Services Inc. for \$22,450, All State Companies Inc. for \$27,250, and Lloyd's Construction Services Inc for \$38,940.

Electricity and gas have already been removed from the property. To make the project easier to bid, the City has taken on the removal of water and sewer. Staff will be utilizing the excavation contractor currently working on the Central Avenue water and sewer project to remove the water line. This path was chosen because the contractor already has traffic control measures in place and has the capacity to remove the line at the main without any further disruptions. The water contractor will be able to remove the line for \$17,288.10. Public Works will remove the sewer line from the structure. As part of the demolition bid the contractor will remove all hazardous materials, demolish all site improvements, and regrade the site.

Staff recommends awarding the project to Nitti Rollof Services Inc. for \$22,450.

Motion by Jacobs, seconded by Novitsky, to accept the proposal from Nitti Rolloff Services Inc, in the amount of \$22,450 for the removal of hazardous materials, demolition of all site improvements, and the regrading of the lot located at 3841 Central Ave NE; and furthermore, to authorize the President and Executive Director to enter into an agreement for the same. All ayes of present. MOTION PASSED.

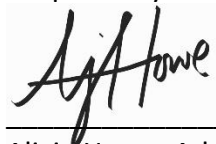
OTHER BUSINESS

Chirpich stated that a Special EDA Meeting will be held on September 26, 2022, at 5:00 pm at City Hall in the Council Chambers for considering for approval of the 2023 levies and budget before the Council meeting.

ADJOURNMENT

Motion by Jacobs, seconded by Novitsky, to adjourn the meeting at 5:16 pm. All ayes. MOTION PASSED.

Respectfully submitted,



Alicia Howe, Administrative Assistant

09/15/2022 02:17 PM
User: suems
DB: Columbia Heights

INVOICE GL DISTRIBUTION REPORT FOR CITY OF COLUMBIA HEIGHTS
EXP CHECK RUN DATES 08/01/2022 - 08/31/2022
BOTH JOURNALIZED AND UNJOURNALIZED
PAID

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Item 2.

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Check 191670					
372.7000.43050	TIF REPORTING - T6 Huset	EHLERS & ASSOCIATES INC	07/11/22	91013	498.33
375.7000.43050	TIF REPORTING - Z6 47TH & GRAND	EHLERS & ASSOCIATES INC	07/11/22	91013	498.33
389.7000.43050	TIF REPORTING - R8 CRESTVIEW	EHLERS & ASSOCIATES INC	07/11/22	91013	498.33
391.7000.43050	TIF REPORTING - W3/W4 SCATTERED	EHLERS & ASSOCIATES INC	07/11/22	91013	498.33
392.7000.43050	TIF REPORTING - BB2 40TH AVE ALA	EHLERS & ASSOCIATES INC	07/11/22	91013	498.33
393.7000.43050	TIF REPORTING - BB6 4300 CENTRAL	EHLERS & ASSOCIATES INC	07/11/22	91013	498.35
Total For Check 191670					2,990.00
Check 191727					
393.7000.46210	2021A BOND PAYING AGENT FEE	U.S. BANK	07/25/22	6599338	500.00
Total For Check 191727					500.00
Check 191822					
408.6414.43050	ASBESTOS REPORT 3841 CENTRAL	ANGSTROM ANALYTICAL INC	07/20/22	5263	750.00
Total For Check 191822					750.00
Check 191854					
228.6317.44000	SURVEILANCE SIGNS VANBUREN PARKI	EARL F ANDERSEN INC	07/29/22	0130322-IN	326.95
Total For Check 191854					326.95
Check 191935					
408.6414.43810	ELECTRIC	XCEL ENERGY (N S P)	08/08/22	0983220609	13.46
Total For Check 191935					13.46
Check 191955					
408.6414.43830	GAS	CENTER POINT ENERGY	08/08/22	6401438486-7	10.33
Total For Check 191955					10.33
Check 191962					
389.7000.44600	1ST HALF 2022 DEVELOPER PAYMENT	COLUMBIA COURT TOWNHOMES	07/26/22	072622	9,627.00
Total For Check 191962					9,627.00
Check 191963					
372.7000.44600	1ST HALF 2022 DEVELOPER PAYMENT	COLUMBIA HEIGHTS LEASED	07/26/22	072622	266,595.32
Total For Check 191963					266,595.32
Check 191964					
375.7000.44600	1ST HALF 2022 DEVELOPER PAYMENT	COLUMBIA HEIGHTS LEASED	07/26/22	072622	122,522.03
Total For Check 191964					122,522.03
Check 191969					
389.7000.44600	1ST HALF 2022 DEVELOPER PAYMENT	CREST VIEW ON 42ND	07/26/22	072622	18,578.00
Total For Check 191969					18,578.00
Check 191978					
372.7000.43050	T6 TIF REPORT	EHLERS & ASSOCIATES INC	08/09/22	91364	195.00
372.7000.43050	T6 - CALC DEVELOPER PAYMENT	EHLERS & ASSOCIATES INC	08/09/22	91362	240.63
375.7000.43050	Z6 TIF REPORT	EHLERS & ASSOCIATES INC	08/09/22	91364	195.00
375.7000.43050	Z6 - CALC DEVELOPER PAYMENT	EHLERS & ASSOCIATES INC	08/09/22	91362	240.62
376.7000.43050	K2, C8, T4, Z2 TIF REPORT	EHLERS & ASSOCIATES INC	08/09/22	91364	780.00
389.7000.43050	R8 TIF REPORT	EHLERS & ASSOCIATES INC	08/09/22	91364	195.00
389.7000.43050	R8 - CALC DEVELOPER PAYMENT	EHLERS & ASSOCIATES INC	08/09/22	91362	240.63
391.7000.43050	W3/W4 TIF REPORT	EHLERS & ASSOCIATES INC	08/09/22	91364	195.00
391.7000.43050	W3/W4 - CALC DEVELOPER PAYMENT	EHLERS & ASSOCIATES INC	08/09/22	91362	240.63
392.7000.43050	BB2 TIF REPORT	EHLERS & ASSOCIATES INC	08/09/22	91364	195.00

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF COLUMBIA HEIGHTS
EXP CHECK RUN DATES 08/01/2022 - 08/31/2022
BOTH JOURNALIZED AND UNJOURNALIZED
PAID

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Item 2.

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Check 191978					
393.7000.43050	BB6 TIF REPORT	EHLERS & ASSOCIATES INC	08/09/22	91364	195.00
408.6416.43050	NE BUISNESS CENTER REDEVELOPMENT	EHLERS & ASSOCIATES INC	08/09/22	91363	150.00
Total For Check 191978					3,062.50
Check 192014					
420.6317.42012.1915	FORTIGATE FIREWALL VAN BUREN RAM PARAGON DEVELOPMENT SYSTEMS		06/30/22	15120608	542.57
Total For Check 192014					542.57
Check 192029					
204.6314.42011	MICROSOFT OFFICE 365 G3 LICENSE	SHI INC	03/22/22	B14948370	400.00
Total For Check 192029					400.00
Check 192043					
228.6317.43810	ELECTRIC	XCEL ENERGY (N S P)	08/08/22	0983216093	801.05
408.6414.43810	ELECTRIC	XCEL ENERGY (N S P)	08/12/22	0984365780	1.35
Total For Check 192043					802.40
Check 73					
372.7000.46110	2016A BOND DEBT SERVICE	BOND TRUST SERVICES CORP	06/13/22	71151	28,006.25
Total For Check 73					28,006.25

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF COLUMBIA HEIGHTS
EXP CHECK RUN DATES 08/01/2022 - 08/31/2022
BOTH JOURNALIZED AND UNJOURNALIZED
PAID

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Item 2.

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund Totals:					
		Fund 204	EDA ADMINISTRATION		400.00
		Fund 228	DOWNTOWN PARKING		1,128.00
		Fund 372	HUSET PARK AREA TIF (T6		295,535.53
		Fund 375	TIF Z6: 47TH & GRAND		123,455.98
		Fund 376	TIF DISTRICTS A3/C7/C8		780.00
		Fund 389	TIF R8 CRESTV/TRANSITIO		29,138.96
		Fund 391	SCATTERED SITE TIF W3/W		933.95
		Fund 392	TIF BB2 ALATUS 40TH AV		693.33
		Fund 393	BB6 IF ALATUS 4300 CENT		1,193.35
		Fund 408	EDA REDEVELOPMENT PROJE		925.14
		Fund 420	CAP IMPROVEMENT-DEVELOP		542.57
Total For All Funds:					454,726.81
--- TOTALS BY GL DISTRIBUTION ---					
204.6314.42011		MICROSOFT OFFICE 365 G3 LICENSE			400.00
228.6317.43810		ELECTRIC			801.05
228.6317.44000		SURVEILLANCE SIGNS VANBUREN PARKIN			326.95
372.7000.43050		TIF REPORTING - T6 HUSET			933.96
372.7000.44600		1ST HALF 2022 DEVELOPER PAYMENT			266,595.32
372.7000.46110		2016A BOND DEBT SERVICE			28,006.25
375.7000.43050		TIF REPORTING - Z6 47TH & GRAND			933.95
375.7000.44600		1ST HALF 2022 DEVELOPER PAYMENT			122,522.03
376.7000.43050		K2, C8, T4, Z2 TIF REPORT			780.00
389.7000.43050		TIF REPORTING - R8 CRESTVIEW			933.96
389.7000.44600		1ST HALF 2022 DEVELOPER PAYMENT			28,205.00
391.7000.43050		TIF REPORTING - W3/W4 SCATTERED			933.95
392.7000.43050		TIF REPORTING - BB2 40TH AVE ALA			693.33
393.7000.43050		TIF REPORTING - BB6 4300 CENTRAL			693.35
393.7000.46210		2021A BOND PAYING AGENT FEE			500.00
408.6414.43050		ASBESTOS REPORT 3841 CENTRAL			750.00
408.6414.43810		ELECTRIC			14.81
408.6414.43830		GAS			10.33
408.6416.43050		NE BUISNESS CENTER REDEVELOPMENT			150.00
420.6317.42012.1915		FORTIGATE FIREWALL VAN BUREN RAM			542.57

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DB: Columbia Heights

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
PERIOD ENDING 08/31/2021

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Item 2.

GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 08/31/21	YTD BALANCE 08/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 202 - ANOKA CO COMM DEV PROGRAMS							
Expenditures							
Dept 6355 - ANOKA CO HRA LEVY PROJECTS							
OTHER SERVICES & CHARGES							
202.6355.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	7,006.00	(7,006.00)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	7,006.00	(7,006.00)	100.00
Total Dept 6355 - ANOKA CO HRA LEVY PROJECTS		0.00	0.00	0.00	7,006.00	(7,006.00)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	7,006.00	(7,006.00)	100.00
Fund 202 - ANOKA CO COMM DEV PROGRAMS:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	7,006.00	(7,006.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	(7,006.00)	7,006.00	100.00

PERIOD ENDING 08/31/2021

Item 2.

GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 08/31/21	YTD BALANCE 08/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 204 - EDA ADMINISTRATION							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
TAXES							
204.0000.31011	EDA CURRENT AD VALOREM	179,000.00	0.00	0.00	100,753.38	78,246.62	56.29
204.0000.31014	AREA WIDE TAX	76,500.00	0.00	0.00	31,151.68	45,348.32	40.72
204.0000.31020	DELNQ. AD VALOREM	0.00	0.00	0.00	2,121.25	(2,121.25)	100.00
TAXES		255,500.00	0.00	0.00	134,026.31	121,473.69	52.46
CHARGES FOR SERVICES							
204.0000.34112	ADMINISTRATIVE FEES	0.00	0.00	0.00	30.00	(30.00)	100.00
204.0000.34113	DEVELOPER FEES	0.00	0.00	0.00	2,000.00	(2,000.00)	100.00
CHARGES FOR SERVICES		0.00	0.00	0.00	2,030.00	(2,030.00)	100.00
Total Dept 0000 - NON-DEPARTMENTAL		255,500.00	0.00	0.00	136,056.31	119,443.69	53.25
TOTAL REVENUES		255,500.00	0.00	0.00	136,056.31	119,443.69	53.25
Expenditures							
Dept 6314 - ECONOMIC DEVELOPMENT AUTH							
OTHER SERVICES & CHARGES							
204.6314.43050	EXPERT & PROFESSIONAL SERV.	6,000.00	0.00	1,228.09	31,571.08	(25,571.08)	526.18
204.6314.43105	TRAINING & EDUCATION ACTIVITIES	1,000.00	0.00	0.00	114.15	885.85	11.42
204.6314.43210	TELEPHONE	700.00	0.00	60.54	464.22	235.78	66.32
204.6314.43220	POSTAGE	600.00	0.00	0.00	469.45	130.55	78.24
204.6314.43250	OTHER TELECOMMUNICATIONS	250.00	0.00	13.07	139.56	110.44	55.82
204.6314.43310	LOCAL TRAVEL EXPENSE	200.00	0.00	0.00	0.00	200.00	0.00
204.6314.43500	LEGAL NOTICE PUBLISHING	500.00	0.00	0.00	0.00	500.00	0.00
204.6314.43600	PROP & LIAB INSURANCE	3,200.00	0.00	266.67	2,133.36	1,066.64	66.67
204.6314.44000	REPAIR & MAINT. SERVICES	0.00	0.00	12.26	345.91	(345.91)	100.00
204.6314.44040	INFORMATION SYS:INTERNAL SVC	7,500.00	0.00	0.00	0.00	7,500.00	0.00
204.6314.44330	SUBSCRIPTION, MEMBERSHIP	750.00	0.00	0.00	0.00	750.00	0.00
204.6314.44380	COMMISSION & BOARDS	1,100.00	0.00	0.00	280.00	820.00	25.45
OTHER SERVICES & CHARGES		21,800.00	0.00	1,580.63	35,517.73	(13,717.73)	162.93
PERSONNEL SERVICES							
204.6314.41000	ACCRUED SALARIES	0.00	0.00	833.52	2,788.63	(2,788.63)	100.00
204.6314.41010	REGULAR EMPLOYEES	160,300.00	0.00	7,961.72	77,963.06	82,336.94	48.64
204.6314.41210	P.E.R.A. CONTRIBUTION	12,000.00	0.00	597.13	5,981.53	6,018.47	49.85
204.6314.41220	F.I.C.A. CONTRIBUTION	12,300.00	0.00	637.45	6,943.05	5,356.95	56.45
204.6314.41300	INSURANCE	23,700.00	0.00	859.50	16,883.44	6,816.56	71.24
204.6314.41510	WORKERS COMP INSURANCE PREM	1,300.00	0.00	40.67	471.32	828.68	36.26
PERSONNEL SERVICES		209,600.00	0.00	10,929.99	111,031.03	98,568.97	52.97
SUPPLIES							
204.6314.42000	OFFICE SUPPLIES	1,000.00	0.00	0.00	0.00	1,000.00	0.00
204.6314.42010	MINOR EQUIPMENT	500.00	0.00	0.00	0.00	500.00	0.00
204.6314.42011	END USER DEVICES	1,500.00	0.00	0.00	157.94	1,342.06	10.53
204.6314.42171	GENERAL SUPPLIES	100.00	0.00	0.00	0.00	100.00	0.00
204.6314.42175	FOOD SUPPLIES	100.00	0.00	0.00	0.00	100.00	0.00
SUPPLIES		3,200.00	0.00	0.00	157.94	3,042.06	

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
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Item 2.

GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 08/31/21	YTD BALANCE 08/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 204 - EDA ADMINISTRATION							
Expenditures							
CONTINGENCIES & TRANSFERS							
204.6314.47100	OPER. TRANSFER OUT - LABOR	20,025.00	0.00	1,668.75	13,350.00	6,675.00	66.67
CONTINGENCIES & TRANSFERS		20,025.00	0.00	1,668.75	13,350.00	6,675.00	66.67
Total Dept 6314 - ECONOMIC DEVELOPMENT AUTH		254,625.00	0.00	14,179.37	160,056.70	94,568.30	62.86
TOTAL EXPENDITURES		254,625.00	0.00	14,179.37	160,056.70	94,568.30	62.86
Fund 204 - EDA ADMINISTRATION:							
TOTAL REVENUES		255,500.00	0.00	0.00	136,056.31	119,443.69	53.25
TOTAL EXPENDITURES		254,625.00	0.00	14,179.37	160,056.70	94,568.30	62.86
NET OF REVENUES & EXPENDITURES		875.00	0.00	(14,179.37)	(24,000.39)	24,875.39	2,742.90

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GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 08/31/21	YTD BALANCE 08/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 228 - DOWNTOWN PARKING							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
MISCELLANEOUS							
228.0000.36225	NONDWELLING RENTS	31,200.00	0.00	5,200.00	23,400.00	7,800.00	75.00
MISCELLANEOUS		31,200.00	0.00	5,200.00	23,400.00	7,800.00	75.00
TRANSFERS & NON-REV RECEIPTS							
228.0000.39247	TRANSFER IN-SPECIAL PROJ REV	25,000.00	0.00	2,083.33	16,666.64	8,333.36	66.67
TRANSFERS & NON-REV RECEIPTS		25,000.00	0.00	2,083.33	16,666.64	8,333.36	66.67
Total Dept 0000 - NON-DEPARTMENTAL		56,200.00	0.00	7,283.33	40,066.64	16,133.36	71.29
TOTAL REVENUES		56,200.00	0.00	7,283.33	40,066.64	16,133.36	71.29
Expenditures							
Dept 6317 - DOWNTOWN PARKING							
OTHER SERVICES & CHARGES							
228.6317.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	3,718.20	(3,718.20)	100.00
228.6317.43600	PROP & LIAB INSURANCE	7,300.00	0.00	608.33	4,866.64	2,433.36	66.67
228.6317.43810	ELECTRIC	12,000.00	0.00	896.27	7,777.54	4,222.46	64.81
228.6317.43820	WATER	750.00	0.00	0.00	79.21	670.79	10.56
228.6317.43850	SEWER	0.00	0.00	0.00	901.17	(901.17)	100.00
228.6317.44000	REPAIR & MAINT. SERVICES	36,150.00	0.00	518.49	10,135.34	26,014.66	28.04
228.6317.44020	BLDG MAINT CONTRACTUAL SERVICES	0.00	0.00	0.00	1,932.00	(1,932.00)	100.00
OTHER SERVICES & CHARGES		56,200.00	0.00	2,023.09	29,410.10	26,789.90	52.33
Total Dept 6317 - DOWNTOWN PARKING		56,200.00	0.00	2,023.09	29,410.10	26,789.90	52.33
TOTAL EXPENDITURES		56,200.00	0.00	2,023.09	29,410.10	26,789.90	52.33
Fund 228 - DOWNTOWN PARKING:							
TOTAL REVENUES		56,200.00	0.00	7,283.33	40,066.64	16,133.36	71.29
TOTAL EXPENDITURES		56,200.00	0.00	2,023.09	29,410.10	26,789.90	52.33
NET OF REVENUES & EXPENDITURES		0.00	0.00	5,260.24	10,656.54	(10,656.54)	100.00

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Fund 372 - Huset Park Area TIF (T6)							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
TAXES							
372.0000.31010	CURRENT AD VALOREM	192,300.00	0.00	0.00	374,051.46	(181,751.46)	194.51
372.0000.31020	DELNQ. AD VALOREM	0.00	0.00	0.00	1,387.61	(1,387.61)	100.00
TAXES		192,300.00	0.00	0.00	375,439.07	(183,139.07)	195.24
MISCELLANEOUS							
372.0000.36210	INTEREST ON INVESTMENTS	1,000.00	0.00	0.00	0.00	1,000.00	0.00
MISCELLANEOUS		1,000.00	0.00	0.00	0.00	1,000.00	0.00
Total Dept 0000 - NON-DEPARTMENTAL							
		193,300.00	0.00	0.00	375,439.07	(182,139.07)	194.23
TOTAL REVENUES		193,300.00	0.00	0.00	375,439.07	(182,139.07)	194.23
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
372.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	318.75	7,479.74	(7,479.74)	100.00
372.7000.44600	LOANS & GRANTS	0.00	0.00	335,390.74	335,390.74	(335,390.74)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	335,709.49	342,870.48	(342,870.48)	100.00
CAPITAL OUTLAY							
372.7000.46010	PRINCIPAL	130,000.00	0.00	0.00	130,000.00	0.00	100.00
372.7000.46110	INTEREST	59,800.00	0.00	29,288.75	59,747.50	52.50	99.91
372.7000.46200	FISCAL AGENT CHARGES	1,200.00	0.00	0.00	475.00	725.00	39.58
CAPITAL OUTLAY		191,000.00	0.00	29,288.75	190,222.50	777.50	99.59
Total Dept 7000 - BONDS							
		191,000.00	0.00	364,998.24	533,092.98	(342,092.98)	279.11
TOTAL EXPENDITURES		191,000.00	0.00	364,998.24	533,092.98	(342,092.98)	279.11
Fund 372 - Huset Park Area TIF (T6):							
TOTAL REVENUES		193,300.00	0.00	0.00	375,439.07	(182,139.07)	194.23
TOTAL EXPENDITURES		191,000.00	0.00	364,998.24	533,092.98	(342,092.98)	279.11
NET OF REVENUES & EXPENDITURES		2,300.00	0.00	(364,998.24)	(157,653.91)	159,953.91	6,854.52

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
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GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 08/31/21	YTD BALANCE 08/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 374 - TIF Z2: CENTRAL VALU CENTER							
Expenditures							
Dept 6412 - 43RD & CENTRAL: HYVEE							
OTHER SERVICES & CHARGES							
374.6412.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	106.25	1,043.54	(1,043.54)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	106.25	1,043.54	(1,043.54)	100.00
Total Dept 6412 - 43RD & CENTRAL: HYVEE		0.00	0.00	106.25	1,043.54	(1,043.54)	100.00
TOTAL EXPENDITURES		0.00	0.00	106.25	1,043.54	(1,043.54)	100.00
Fund 374 - TIF Z2: CENTRAL VALU CENTER:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	106.25	1,043.54	(1,043.54)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(106.25)	(1,043.54)	1,043.54	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
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GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 08/31/21	YTD BALANCE 08/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 375 - TIF Z6: 47TH & GRAND							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
TAXES							
375.0000.31010	CURRENT AD VALOREM	0.00	0.00	0.00	128,477.73	(128,477.73)	100.00
TAXES		0.00	0.00	0.00	128,477.73	(128,477.73)	100.00
Total Dept 0000 - NON-DEPARTMENTAL							
		0.00	0.00	0.00	128,477.73	(128,477.73)	100.00
TOTAL REVENUES							
		0.00	0.00	0.00	128,477.73	(128,477.73)	100.00
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
375.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	106.25	1,074.74	(1,074.74)	100.00
375.7000.44600	LOANS & GRANTS	0.00	0.00	104,786.30	104,786.30	(104,786.30)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	104,892.55	105,861.04	(105,861.04)	100.00
Total Dept 7000 - BONDS							
		0.00	0.00	104,892.55	105,861.04	(105,861.04)	100.00
TOTAL EXPENDITURES							
		0.00	0.00	104,892.55	105,861.04	(105,861.04)	100.00
Fund 375 - TIF Z6: 47TH & GRAND:							
TOTAL REVENUES		0.00	0.00	0.00	128,477.73	(128,477.73)	100.00
TOTAL EXPENDITURES		0.00	0.00	104,892.55	105,861.04	(105,861.04)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(104,892.55)	22,616.69	(22,616.69)	100.00

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GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 08/31/21	YTD BALANCE 08/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 376 - TIF DISTRICTS A3/C7/C8							
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
376.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	106.25	990.75	(990.75)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	106.25	990.75	(990.75)	100.00
Total Dept 7000 - BONDS		0.00	0.00	106.25	990.75	(990.75)	100.00
TOTAL EXPENDITURES		0.00	0.00	106.25	990.75	(990.75)	100.00
Fund 376 - TIF DISTRICTS A3/C7/C8:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	106.25	990.75	(990.75)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(106.25)	(990.75)	990.75	100.00

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GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 08/31/21	YTD BALANCE 08/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 389 - TIF R8 CRESTV/TRANSITION BLK							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
TAXES							
389.0000.31010	CURRENT AD VALOREM	0.00	0.00	0.00	31,556.59	(31,556.59)	100.00
TAXES		0.00	0.00	0.00	31,556.59	(31,556.59)	100.00
Total Dept 0000 - NON-DEPARTMENTAL							
		0.00	0.00	0.00	31,556.59	(31,556.59)	100.00
TOTAL REVENUES							
		0.00	0.00	0.00	31,556.59	(31,556.59)	100.00
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
389.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	106.25	1,183.94	(1,183.94)	100.00
389.7000.44600	LOANS & GRANTS	0.00	0.00	26,451.00	26,451.00	(26,451.00)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	26,557.25	27,634.94	(27,634.94)	100.00
Total Dept 7000 - BONDS							
		0.00	0.00	26,557.25	27,634.94	(27,634.94)	100.00
TOTAL EXPENDITURES							
		0.00	0.00	26,557.25	27,634.94	(27,634.94)	100.00
Fund 389 - TIF R8 CRESTV/TRANSITION BLK:							
TOTAL REVENUES		0.00	0.00	0.00	31,556.59	(31,556.59)	100.00
TOTAL EXPENDITURES		0.00	0.00	26,557.25	27,634.94	(27,634.94)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(26,557.25)	3,921.65	(3,921.65)	100.00

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GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 08/31/21	YTD BALANCE 08/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 391 - SCATTERED SITE TIF W3/W4							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
TAXES							
391.0000.31010	CURRENT AD VALOREM	0.00	0.00	0.00	21,883.98	(21,883.98)	100.00
TAXES		0.00	0.00	0.00	21,883.98	(21,883.98)	100.00
Total Dept 0000 - NON-DEPARTMENTAL							
		0.00	0.00	0.00	21,883.98	(21,883.98)	100.00
TOTAL REVENUES							
		0.00	0.00	0.00	21,883.98	(21,883.98)	100.00
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
391.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	106.25	1,714.73	(1,714.73)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	106.25	1,714.73	(1,714.73)	100.00
Total Dept 7000 - BONDS							
		0.00	0.00	106.25	1,714.73	(1,714.73)	100.00
TOTAL EXPENDITURES							
		0.00	0.00	106.25	1,714.73	(1,714.73)	100.00
Fund 391 - SCATTERED SITE TIF W3/W4:							
TOTAL REVENUES		0.00	0.00	0.00	21,883.98	(21,883.98)	100.00
TOTAL EXPENDITURES		0.00	0.00	106.25	1,714.73	(1,714.73)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(106.25)	20,169.25	(20,169.25)	100.00

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GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 08/31/21	YTD BALANCE 08/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 392 - TIF BB2 ALATUS 40TH AV							
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
392.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	106.25	1,237.04	(1,237.04)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	106.25	1,237.04	(1,237.04)	100.00
CAPITAL OUTLAY							
392.7000.46200	FISCAL AGENT CHARGES	0.00	0.00	(850.00)	0.00	0.00	0.00
CAPITAL OUTLAY		0.00	0.00	(850.00)	0.00	0.00	0.00
Total Dept 7000 - BONDS							
		0.00	0.00	(743.75)	1,237.04	(1,237.04)	100.00
TOTAL EXPENDITURES		0.00	0.00	(743.75)	1,237.04	(1,237.04)	100.00
Fund 392 - TIF BB2 ALATUS 40TH AV:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	(743.75)	1,237.04	(1,237.04)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	743.75	(1,237.04)	1,237.04	100.00

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GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 08/31/21	YTD BALANCE 08/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 393 - BB6 IF ALATUS 4300 CENTRAL							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
TRANSFERS & NON-REV RECEIPTS							
393.0000.39310	BOND PROCEEDS	0.00	0.00	0.00	5,935,000.00	(5,935,000.00)	100.00
TRANSFERS & NON-REV RECEIPTS		0.00	0.00	0.00	5,935,000.00	(5,935,000.00)	100.00
Total Dept 0000 - NON-DEPARTMENTAL		0.00	0.00	0.00	5,935,000.00	(5,935,000.00)	100.00
TOTAL REVENUES		0.00	0.00	0.00	5,935,000.00	(5,935,000.00)	100.00
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
393.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	1,094.50	(1,094.50)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	1,094.50	(1,094.50)	100.00
CAPITAL OUTLAY							
393.7000.46210	MISCELLANEOUS FISCAL CHARGES	0.00	0.00	0.00	76,484.65	(76,484.65)	100.00
CAPITAL OUTLAY		0.00	0.00	0.00	76,484.65	(76,484.65)	100.00
Total Dept 7000 - BONDS		0.00	0.00	0.00	77,579.15	(77,579.15)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	77,579.15	(77,579.15)	100.00
Fund 393 - BB6 IF ALATUS 4300 CENTRAL:							
TOTAL REVENUES		0.00	0.00	0.00	5,935,000.00	(5,935,000.00)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	77,579.15	(77,579.15)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	5,857,420.85	(5,857,420.85)	100.00

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Fund 408 - EDA REDEVELOPMENT PROJECT FD							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
TAXES							
408.0000.31012	HRA CURRENT AD VALOREM	175,000.00	0.00	0.00	96,226.80	78,773.20	54.99
408.0000.31014	AREA WIDE TAX	75,000.00	0.00	0.00	31,287.11	43,712.89	41.72
408.0000.31020	DELNQ. AD VALOREM	0.00	0.00	0.00	1,913.24	(1,913.24)	100.00
TAXES		250,000.00	0.00	0.00	129,427.15	120,572.85	51.77
MISCELLANEOUS							
408.0000.36290	OTHER MISC. REVENUE	0.00	0.00	0.00	1,243.29	(1,243.29)	100.00
MISCELLANEOUS		0.00	0.00	0.00	1,243.29	(1,243.29)	100.00
Total Dept 0000 - NON-DEPARTMENTAL							
		250,000.00	0.00	0.00	130,670.44	119,329.56	52.27
TOTAL REVENUES							
		250,000.00	0.00	0.00	130,670.44	119,329.56	52.27
Expenditures							
Dept 6314 - ECONOMIC DEVELOPMENT AUTH							
OTHER SERVICES & CHARGES							
408.6314.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	2,880.00	(2,880.00)	100.00
408.6314.44300	MISC. CHARGES	0.00	0.00	0.00	84,280.25	(84,280.25)	100.00
408.6314.44600	LOANS & GRANTS	0.00	0.00	0.00	5,000.00	(5,000.00)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	92,160.25	(92,160.25)	100.00
Total Dept 6314 - ECONOMIC DEVELOPMENT AUTH							
		0.00	0.00	0.00	92,160.25	(92,160.25)	100.00
Dept 6414 - COMMERCIAL REVITALIZATION							
OTHER SERVICES & CHARGES							
408.6414.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	63.00	26,695.70	(26,695.70)	100.00
408.6414.43810	ELECTRIC	0.00	0.00	11.69	200.89	(200.89)	100.00
408.6414.43830	GAS	0.00	0.00	3.86	485.46	(485.46)	100.00
408.6414.44600	LOANS & GRANTS	50,000.00	0.00	0.00	0.00	50,000.00	0.00
OTHER SERVICES & CHARGES		50,000.00	0.00	78.55	27,382.05	22,617.95	54.76
PERSONNEL SERVICES							
408.6414.41010	REGULAR EMPLOYEES	0.00	0.00	0.00	1,135.85	(1,135.85)	100.00
408.6414.41210	P.E.R.A. CONTRIBUTION	0.00	0.00	0.00	85.18	(85.18)	100.00
408.6414.41220	F.I.C.A. CONTRIBUTION	0.00	0.00	0.00	83.76	(83.76)	100.00
408.6414.41300	INSURANCE	0.00	0.00	0.00	221.41	(221.41)	100.00
408.6414.41510	WORKERS COMP INSURANCE PREM	0.00	0.00	0.00	33.28	(33.28)	100.00
PERSONNEL SERVICES		0.00	0.00	0.00	1,559.48	(1,559.48)	100.00
CAPITAL OUTLAY							
408.6414.45110	LAND	200,000.00	0.00	0.00	228,893.86	(28,893.86)	114.45
CAPITAL OUTLAY		200,000.00	0.00	0.00	228,893.86	(28,893.86)	114.45

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 08/31/2021

Item 2.

GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 08/31/21	YTD BALANCE 08/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 408 - EDA REDEVELOPMENT PROJECT FD							
Expenditures							
Total Dept 6414 - COMMERCIAL REVITALIZATION		250,000.00	0.00	78.55	257,835.39	(7,835.39)	103.13
Dept 6416 - 3989 CENTRAL AVE							
OTHER SERVICES & CHARGES							
408.6416.43050 EXPERT & PROFESSIONAL SERV.		0.00	0.00	0.00	10,498.10	(10,498.10)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	10,498.10	(10,498.10)	100.00
Total Dept 6416 - 3989 CENTRAL AVE		0.00	0.00	0.00	10,498.10	(10,498.10)	100.00
Dept 9999 - CONSTRUCTION							
OTHER SERVICES & CHARGES							
408.9999.43050.2014 EXPERT & PROFESSIONAL SERV.		0.00	0.00	9,360.00	26,098.25	(26,098.25)	100.00
408.9999.43310.2011 LOCAL TRAVEL EXPENSE		0.00	0.00	0.00	22.00	(22.00)	100.00
408.9999.43500.2014 LEGAL NOTICE PUBLISHING		0.00	0.00	0.00	311.35	(311.35)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	9,360.00	26,431.60	(26,431.60)	100.00
Total Dept 9999 - CONSTRUCTION		0.00	0.00	9,360.00	26,431.60	(26,431.60)	100.00
TOTAL EXPENDITURES		250,000.00	0.00	9,438.55	386,925.34	(136,925.34)	154.77
Fund 408 - EDA REDEVELOPMENT PROJECT FD:							
TOTAL REVENUES		250,000.00	0.00	0.00	130,670.44	119,329.56	52.27
TOTAL EXPENDITURES		250,000.00	0.00	9,438.55	386,925.34	(136,925.34)	154.77
NET OF REVENUES & EXPENDITURES		0.00	0.00	(9,438.55)	(256,254.90)	256,254.90	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 08/31/2021

Item 2.

GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 08/31/21	YTD BALANCE 08/31/2021	UNENCUMBERED BALANCE	% BDGT USED
Fund 420 - CAP IMPROVEMENT-DEVELOPMENT							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
MISCELLANEOUS							
420.0000.36216	LOAN INTEREST	0.00	0.00	0.00	323.71	(323.71)	100.00
MISCELLANEOUS		0.00	0.00	0.00	323.71	(323.71)	100.00
Total Dept 0000 - NON-DEPARTMENTAL							
		0.00	0.00	0.00	323.71	(323.71)	100.00
TOTAL REVENUES							
		0.00	0.00	0.00	323.71	(323.71)	100.00
Fund 420 - CAP IMPROVEMENT-DEVELOPMENT:							
TOTAL REVENUES							
		0.00	0.00	0.00	323.71	(323.71)	100.00
TOTAL EXPENDITURES							
		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES							
		0.00	0.00	0.00	323.71	(323.71)	100.00
TOTAL REVENUES - ALL FUNDS							
		755,000.00	0.00	7,283.33	6,799,474.47	(6,044,474.47)	900.59
TOTAL EXPENDITURES - ALL FUNDS							
		751,825.00	0.00	521,664.05	1,332,552.31	(580,727.31)	177.24
NET OF REVENUES & EXPENDITURES							
		3,175.00	0.00	(514,380.72)	5,466,922.16	(5,463,747.16)	2,186.52

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

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

WHEREAS, said Statute also requires the EDA to examine the statement and treasurer's vouchers or bills and if correct, to approve them by resolution and enter the resolution in its records; and

WHEREAS, the financial statements for the month of August 2022 has been reviewed by the EDA Commission; and

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

WHEREAS, the EDA Commission has other means to verify the intent of Section 469.096, Subd. 9, including but not limited to Comprehensive Annual Financial Reports, Annual City approved Budgets, Audits and similar documentation; and

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

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

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

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

ORDER OF ECONOMIC DEVELOPMENT AUTHORITY

Passed this 26th day of September, 2022

Offered by:

Seconded by:

Roll Call:

President

Attest:

Assistant Secretary

AGENDA SECTION	BUSINESS ITEMS
MEETING DATE	SEPTEMBER 26, 2022

ITEM:	Adoption of the 2023 Budget and Authorization of the EDA and HRA Levies		
DEPARTMENT: Community Development		BY/DATE: Aaron Chirpich – 9/20/2022	

BACKGROUND:

In late August, the proposed budget for the 2023 fiscal year was distributed to the City Council. Before the City Council completes their final review of the proposed budget, the Columbia Heights Economic Development Authority (the “EDA”) and the Housing and Redevelopment Authority in and for the City of Columbia Heights (the “HRA”) are required to adopt fund budgets for Fund 204: EDA Administration and Fund 408: EDA Redevelopment Projects; and to authorize their respective 2022 tax levies, payable in 2023.

The EDA effectively has two separate tax levies after the City Council granted the EDA certain HRA powers in 1996. One tax levy is administered by the City under Minnesota Statutes, Section 469.107 on behalf of the EDA (the “EDA Levy”) and the other is a special benefit tax levy administered by the EDA under Minnesota Statutes, Section 469.033 on behalf of the HRA (the “HRA Levy”). The proposed fund budgets reflect total levy amounts that are within the statutory limits. For 2023, the EDA Levy would capture \$297,100 from the City’s estimated market land value; whereas the HRA Levy would net \$310,000. When combined, both levies result in total net revenue of \$607,100.

The proposed 2023 fund budgets are dedicated to maintaining existing projects and initiatives, as well as allocating funds for programs that reflect the priorities of the EDA, such as the Commercial Revitalization Project, the Façade Improvement Grant Program, and the Fire Suppression Grand Program. It is worth noting that the proposed 2023 budget for Fund 204 includes a 19% levy increase, which represents an increase of \$47,200 from 2022. This increase is primarily driven by regular COLA increases and salary adjustments for the Community Development Director, and Community Development Coordinator that resulted from the compensation study that was completed this year. For more detail, please refer to the attached summary budgets.

Fund	Revenue	Expense
204 – EDA Administration	\$297,100	\$297,100
408 – Redevelopment Projects	\$310,000	\$310,000
Total	\$607,100	\$607,100

RECOMMENDED MOTION(S):

MOTION: Move to waive the reading of Resolution 2022-18, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2022-18, a resolution of the Columbia Heights Economic Development Authority, adopting a budget for the fiscal year of 2023 and setting the 2022 tax levy, payable in 2023.

MOTION: Move to waive the reading of Resolution 2022-19, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2022-19, a resolution of the Columbia Heights Economic Development Authority, adopting a budget for the fiscal year of 2023 and authorizing a special benefit tax levy, payable in 2023.

ATTACHMENT(S):

- Resolution 2022-18
- Resolution 2022-19
- Fund 204: EDA Administration Budget Summary
- Fund 408: EDA Redevelopment Project Budget Summary

A RESOLUTION OF THE COLUMBIA HEIGHTS ECONOMIC DEVELOPMENT AUTHORITY, ADOPTING A BUDGET FOR THE FISCAL YEAR OF 2023 AND SETTING THE 2022 TAX LEVY, PAYABLE IN 2023.

BE IT RESOLVED, by the Columbia Heights Economic Development Authority (the “EDA”) as follows:

WHEREAS, the City of Columbia Heights (the “City”) established the EDA by an enabling resolution adopted on January 8, 1996, pursuant to Minnesota Statutes 469.090 to 469.1081 (the “EDA Act”); and

WHEREAS, the City Council of the City has given to the EDA the responsibility for all development and redevelopment projects and programs; and

WHEREAS, under Section 469.107 of the EDA Act, the City is authorized to levy a tax for the benefit of the EDA on its area of operation for the purposes authorized under the EDA Act, subject to the approval of the City Council;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Columbia Heights Economic Development Authority, that the EDA adopts and requests the City Council’s approval of its budget in the amount of \$297,100 for 2023; and

BE IT FURTHER RESOLVED, that the EDA adopts and requests the City Council’s approval of an EDA tax levy under Section 469.107 of the EDA Act, in the amount of \$297,100 for taxes payable in 2023; and

BE IT FURTHER RESOLVED, that the Executive Director is instructed to transmit a copy of this resolution to the City Manager, Finance Director, and City Clerk of the City of Columbia Heights, Minnesota.

ORDER OF ECONOMIC DEVELOPMENT AUTHORITY

Passed this 26th day of September, 2022

Offered by:

Seconded by:

Roll Call:

President

Attest:

Secretary

A RESOLUTION OF THE COLUMBIA HEIGHTS ECONOMIC DEVELOPMENT AUTHORITY, ADOPTING A BUDGET FOR THE FISCAL YEAR OF 2023 AND AUTHORIZING A SPECIAL BENEFIT TAX LEVY, PAYABLE IN 2023.

BE IT RESOLVED, by the Columbia Heights Economic Development Authority (the “EDA”) as follows:

WHEREAS, the City of Columbia Heights (the “City”) established the EDA by an enabling resolution adopted on January 8, 1996, pursuant to Minnesota Statutes 469.090 to 469.1081 (the “EDA Act”); and

WHEREAS, the City Council granted the EDA all powers and duties of a housing and redevelopment authority by an enabling resolution and ordinance adopted on October 22, 2001, pursuant to Minnesota Statutes 469.001 to 469.047 (the “HRA Act”), except certain powers that are allocated to the Housing and Redevelopment Authority in and for the City of Columbia Heights (the “HRA”); and

WHEREAS, under Section 469.033 of the HRA Act, the EDA is authorized to levy a special benefit tax, in an amount not to exceed .0185 percent of the City’s estimated market value (the “HRA Levy”); and

WHEREAS, by separate resolution, the EDA has before it for consideration a copy of the EDA budget for the fiscal year of 2023, and the proposed amount of the HRA Levy, payable in 2023, is based on said budget;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Columbia Heights Economic Development Authority, that the EDA hereby adopts an HRA Levy payable in 2023 of \$310,000 under Section 469.033 of the HRA Act; and

BE IT FURTHER RESOLVED, that the Board of Commissioners of the Columbia Heights Economic Development Authority hereby directs staff to take such actions necessary to file with the City and certify with the County of Anoka County, the HRA Levy in the amount of \$310,000 for taxes payable in 2023 under Section 469.033 of the HRA Act.

ORDER OF ECONOMIC DEVELOPMENT AUTHORITY

Passed this 26th day of September, 2022

Offered by:
Seconded by:
Roll Call:

President

Attest:

Secretary

City of Columbia Heights, Minnesota

BUDGET 2023

Community Development

	EDA			
	Planning & Inspections	EDA	Downtown Parking	Redevelopment Project
	201.2400	204.6314	228.6317	408.6414
Revenue				
Taxes	-	297,100	-	310,000
Licenses & Permits	327,400	-	-	-
Intergovernmental	-	-	-	-
Charges for Services	-	-	-	-
Fines & Forfeits	-	-	-	-
Miscellaneous	10,500	-	-	-
Sales and Related Charges	-	-	-	-
Transfers & Non Rev Receipts	144,000	-	56,700	-
Total Revenue	481,900	297,100	56,700	310,000
Expenses				
Personnel Services	396,700	251,200	1,500	-
Supplies	11,000	3,000	-	-
Other Services and Charges	52,200	20,800	55,200	85,000
Capital Outlay	-	-	-	225,000
Contingencies & Transfers	22,000	22,100	-	-
Total Expenses	481,900	297,100	56,700	310,000
Change in Fund Balance	-	-	-	-

DEPARTMENT: ECONOMIC DEVELOPMENT AUTHORITY							
204 6314	COMMUNITY DEVELOPMENT ECONOMIC DEVELOPMENT AUTH.	Actual Expense 2020	Actual Expense 2021	Adopted Budget 2022	Department Proposed 2023	City Manager Proposed 2023	Council Adopted 2023
Description							
	Personnel Services	147,700	155,800	208,100	251,200	251,200	-
	Supplies	1,900	200	2,900	3,000	3,000	-
	Other Services & Charges	18,700	50,800	17,000	20,800	20,800	-
	Capital Outlay	-	-	-	-	-	-
	Contingencies & Transfers	19,500	20,000	21,900	22,100	22,100	-
	TOTALS: ECONOMIC DEVELOPMENT	187,800	226,800	249,900	297,100	297,100	-

Activity Description

The Economic Development Authority coordinates several activities that both directly and indirectly act as a catalyst for improving the community's overall quality of life, business vitality, and economic performance. The main activities of Economic Development Authority staff include providing support to the Columbia Heights Economic Development Authority and the Housing & Redevelopment Authority in and for the City of Columbia Heights; leveraging public and private partnerships to increase the amount of reinvestment within the City; serving as project managers for development and redevelopment projects; writing and maintaining grants from governmental agencies and corporate institutions; preparing and maintaining Tax Increment Financing, Tax Abatement, and Private Activity Bond records; developing and implementing a Business Retention & Expansion programs; managing housing programs; and facilitating the acquisition and conveyance of City owned properties.

Comments on Proposed Budget

The Economic Development Authority Fund increased by \$47,200 from 2022 to 2023, an increase of approximately 19%.

PERSONAL SERVICES:

Overall, Personal Services will increase by \$43,100, or 21%. This increase is due primarily to regular COLA increases and salary adjustments for the Community Development Director, and Community Development Coordinator that resulted from the compensation study that was completed in 2022. The Community Development Director's salary is increased by \$9,000 or 7%. The Community Development Coordinator's salary experienced an increase of \$16,000, or 25%. Fund 204 also contributes 15% of the salary for the Community Engagement Specialist that works out of the Administration Department. The Fund 204 contribution to this position increased by \$3,700, or 26%.

SUPPLIES:

The Supplies budget will increase by \$100 to match historic trends related to general office supply costs.

OTHER SERVICES AND CHARGES:

Other Services and Charges will increase by \$3,800 to adequately reflect the anticipated workload of the department, and account for increases in Training and Education, Property and Liability Insurance, Software Subscriptions, and Information Systems Staffing (IT).

CITY OF COLUMBIA HEIGHTS, MINNESOTA
BUDGET 2023

Item 3.

DEPARTMENT: COMMERCIAL REVITALIZATION							
408 6414	EDA REDEVELOPMENT PROJECT COMMERCIAL REVITALIZATION	Actual Expense 2020	Actual Expense 2021	Adopted Budget 2022	Department Proposed 2023	City Manager Proposed 2023	Council Adopted 2023
Description							
	Personnel Services	3,200	1,500	-	-	-	-
	Supplies	(7,100)	-	-	-	-	-
	Other Services & Charges	12,200	2,800	50,000	85,000	85,000	-
	Capital Outlay	140,000	29,100	200,000	225,000	225,000	-
	Contingencies & Transfers	-	2,600	-	-	-	-
	TOTALS: COMMERCIAL REVITALIZATION	148,300	36,000	250,000	310,000	310,000	-

Activity Description

The Redevelopment Project Fund is a working capital fund designed to provide the resources necessary for the Columbia Heights Economic Development Authority to implement approved activities for the benefit of the community. The two approved activities covered previously within this fund are the Commercial Revitalization Project and the Façade Improvement Grant Program. Beginning with the 2023 budget, Fire Suppression grants will be awarded.

Comments on Proposed Budget

This budget will increase by \$60,000 for 2023, to add fire suppression grants to eligible businesses. This fund is supported by the Housing and Redevelopment Authority (HRA) Levy and is recognized in Fund 408. Fund 408 will continue to support redevelopment projects and program expenditures of the Columbia Heights Economic Development Authority (EDA), including the Façade Improvement Grant program, Fire Suppression Grant program, and strategic property acquisitions.

AGENDA SECTION	BUSINESS ITEMS
MEETING DATE	09/26/2022

CITY OF COLUMBIA HEIGHTS – ECONOMIC DEVELOPMENT AUTHORITY

ITEM:	Resolution 2022-20 Authorizing Certain 2022 Inter-Fund Transfers		
DEPARTMENT: Finance	BY/DATE: Joseph Kloiber, Finance Director 09/20/2022		

BACKGROUND:

At its September 12th meeting, the City Council approved certain interfund transfers. Two of those transfers involve Funds of the Economic Development Authority, and those transfers therefore also require approval by the Authority. These are:

1. To transfer the \$3,331,655 of assets received by EDA Redevelopment Fund 408 from the sale of 3989 Central Avenue; to the City for use within the new city hall project in Governmental Buildings Fund 411 as follows:

Noncash value of office condominium shell to be constructed	\$2,115,600
Cash deposited to City Hall Construction Escrow Account at closing	\$ 421,748
Cash deposited with EDA at closing, in excess of EDA land cost	\$ 394,307
2. To transfer \$150,000 of surplus operating fund balance from EDA Administration Fund 204 to the Governmental Equipment Fund 431. This combines with \$1,850,000 of surplus separately transferred from various City operating funds to the Governmental Equipment Fund 431, to provide a total \$2 million to extend the number of years for which Governmental Equipment Fund 431 is sustainable. This is a funding mechanism the City and EDA use periodically to provide funding for various capital purposes. The need to do this \$2 million transfer is described in the narrative to City Manager's 2023 proposed budget. We note that balance in the Governmental Equipment Fund 431 is available to all governmental functions of the EDA and City for capital equipment purchases.

This \$150,000 transfer from EDA Fund 204 will still leave the remaining fund balance in EDA 204 well above the established working capital target of 45% of next year's budget for that fund.

RECOMMENDED MOTION(S):

MOTION: Waive the reading of Resolution 2022-20, there being ample copies available to the public.

MOTION: Approve Resolution 2022-20, transferring \$3,331,655 to the Governmental Buildings Fund 411 from EDA Redevelopment Fund 408, and transferring \$150,000 from EDA Administration Fund 204 to the Governmental Equipment Fund 431.

ATTACHMENT(S): Resolution 2022-20

A RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY OF COLUMBIA HEIGHTS , MINNESOTA, APPROVING THE TRANSFER OF \$3,331,655 FROM EDA REDEVELOPMENT FUND 408 TO THE GOVERNMENTAL BUILDINGS FUND 411, AND APPROVING THE TRANSFER OF \$150,000 FROM EDA ADMINISTRATION FUND 204 TO GOVERNMENTAL EQUIPMENT FUND 431

WHEREAS, the Economic Development Authority of Columbia Heights, Minnesota (the Authority) carried out a redevelopment project at 3989 Central Avenue NE for multiple public purposes including securing a site for a new city hall; and

WHEREAS, this project resulted in the Authority receiving certain assets totaling \$3,331,655 over the Authority's cost in this project; and

WHEREAS, not intending to own the new city hall or any of its related assets, the Authority elects to transfer these assets to the City for construction of the new city hall; and

WHEREAS, the Minnesota Office of the State Auditor has established a fund balance guideline for local governments to generally apply to operating funds of the local government, because retaining more fund balance that necessary for operations is a burden on taxpayers; and

WHEREAS, the operating fund of the Authority currently has fund balance above this threshold; and

WHEREAS, best financial practices include pairing the one-time source of such available fund balance with appropriate one-time uses, such as purchases of capital equipment through the Governmental Equipment Fund 431.

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

1. Approves the transfer of \$3,331,655 from EDA Redevelopment Fund 408 to the Governmental Buildings Fund 411.
2. Approves the transfer of \$150,000 from EDA Administration Fund 204 to Governmental Equipment Fund 431.

ORDER OF ECONOMIC DEVELOPMENT AUTHORITY

Passed this 26th day of September 2022

Offered by:

Seconded by:

Roll Call:

Marlaine Szurek, President

Attest:

Alicia Howe, Secretary