



ECONOMIC DEVELOPMENT AUTHORITY
City Hall—Shared Vision Room, 3989 Central Ave NE
Monday, August 07, 2023
5:00 PM

AGENDA

ATTENDANCE INFORMATION FOR THE PUBLIC

Members of the public who wish to attend may do so in-person, or via Microsoft Teams by **entering meeting ID: 287 585 138 614 and passcode: zXPEqd**. For questions please call the Community Development Department at 763-706-3670.

CALL TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

- 1. Approve June 5, 2023, Regular EDA Meeting Minutes (pg. 3).**
- 2. Approve Financial Reports and Payment of Bills of May and June 2023 (pg. 13).**
MOTION: Move to approve the Consent Agenda as presented.

BUSINESS ITEMS

- 3. Purchase of 941 44th Ave NE, Purchase Agreement and Budget Amendment Approval (pg. 44).**
MOTION: Move to waive the reading of Resolution 2023-19, there being ample copies available to the public.

MOTION: Move to approve Resolution 2023-19, a Resolution approving the purchase agreement between the Economic Development Authority of Columbia Heights, Minnesota, and the estate of Pauline Shold, and amending the fund 408's budget for the fiscal year 2023.

- 4. Façade Improvement Grant Report EZ Exchange, 4931 Central Avenue (pg. 60).**
MOTION: Move to waive the reading of Resolution 2023-20, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2023-20, 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 EZ Exchange.

- 5. Economic Development Authority Commission Member Recognition and Appointment (pg. 78).**

PUBLIC HEARINGS

OTHER BUSINESS

ADJOURNMENT

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



ECONOMIC DEVELOPMENT AUTHORITY
Public Safety Building—Training Room, 825 41st Ave NE
Monday, June 05, 2023
5:00 PM

MINUTES

CALL TO ORDER/ROLL CALL

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

Members present: Connie Buesgens (5:01 pm); Kt Jacobs; Rachel James; Amada Márquez-Simula (5:06 pm); Justice Spriggs; Marlaine Szurek.

Not present: Gerry Herringer.

Staff Present: Kevin Hansen, City Manager (Interim); Aaron Chirpich, Assistant City Manager/Community Development Director; Andrew Boucher, City Planner; Sara Ion, City Clerk; Mitchell Forney, Community Development Coordinator; Alicia Howe, Administrative Assistant; Noah Keller, Twin Cities Habitat for Humanity; Mark Rice, Twin Cities Habitat for Humanity; Paul Keller, City Resident.

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

Chair Szurek requested a motion to accept the consent agenda as presented. Before voting President Szurek requested clarification on items 3 and 4.

1. **Approve May 1, 2023 EDA Meeting Minutes.**
2. **Approve Financial Reports and Payment of Bills of April 2023 (pg. 14).**
3. **Approving Amendments to the Form and Substance of the Fire Suppression Grant Agreement with Ruff Love Dogs (pg. 31).**
MOTION: Move to Waive the reading of Resolution 2023-16, there being ample copies available to the public.

MOTION: Move to approve the Resolution 2023-16, a resolution of the Economic Development Authority of Columbia Heights, Minnesota, approving the form and substance of the alterations to the original fire suppression grant agreement, and approving authority staff and officials to take all actions necessary to enter the authority into the fire suppression grant agreement with Northern Heritage Properties LLC.
4. **Decertification of TIF District No. 9, Transition Block Redevelopment Project – Crest View/Real Estate Equities Project (pg. 39).**
MOTION: Move to waive the reading of Resolution 2023-17, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2023-17, a resolution approving decertification of tax increment financing (redevelopment) district no. 9 (transition block redevelopment project – crest view/real estate equities project)

Questions/Comments from Members:

Consent Agenda Items 3 and 4 were clarified by staff.

3. Approving Amendments to the Form and Substance of the Fire Suppression Grant Agreement with Ruff Love Dogs (pg. 31).

Chirpich explained there is a fire suppression change with Ruff Love Dogs. Ruff Love Dogs is a tenant in the building and requested to have the building owner be a recipient of the Fire Suppression Grant so they do not end up paying income tax on the grant.

Chair Szurek asked if there were any issues in doing so. Chirpich replied that there were not from the grant perspective. The building owner is willing to sign off on the grant.

Questions/Comments from Members:

Jacobs asked if there was an update from the legislative process with the TIF. Buesgens stated it had passed.

Chair Szurek asked why the excess revenue goes back to the County. Chirpich explained the TIF payments are a set amount per year which creates a surplus. Chair Szurek asked if they are looking to use the money to fix the alley. Chirpich replied it was an option Staff have discussed.

MOTION: Move to Waive the reading of Resolution 2023-16, there being ample copies available to the public.

MOTION: Move to approve the Resolution 2023-16, a resolution of the Economic Development Authority of Columbia Heights, Minnesota, approving the form and substance of the alterations to the original fire suppression grant agreement, and approving authority staff and officials to take all actions necessary to enter the authority into the fire suppression grant agreement with Northern Heritage Properties LLC.

4. Decertification of TIF District No. 9, Transition Block Redevelopment Project – Crest View/Real Estate Equities Project (pg. 39).

Chirpich noted the Columbia Court townhomes and Crest View senior housing has reached the end of its obligations to the TIF because it has been paid to the developers. When TIF districts no longer have an obligation, they cease to exist and are required to decertify with a reconciliation of excess TIF revenue the City receives to be sent back to the County.

MOTION: Move to waive the reading of Resolution 2023-17, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2023-17, a resolution approving decertification of tax increment financing (redevelopment) district no. 9 (transition block redevelopment project – crest view/real estate equities project)

*Motion by James, seconded by Jacobs to approve the Consent Agenda. All ayes of present.
MOTION PASSED.*

RESOLUTION NO. 2023-15

A RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY OF COLUMBIA HEIGHTS, MINNESOTA, APPROVING THE FINANCIAL STATEMENT FOR THE MONTH OF APRIL 2023 AND THE PAYMENT OF THE BILLS FOR THE MONTH OF APRIL 2023.

WHEREAS, the Columbia Heights Economic Development Authority (the “EDA”) is required by Minnesota Statutes Section 469.096, Subd. 9, to prepare a detailed financial statement which shows all receipts and disbursements, their nature, the money on hand, the purposes to which the money on hand is to be applied, the EDA's credits and assets and its outstanding liabilities; and **WHEREAS**, said Statute also requires the EDA to examine the statement and treasurer's vouchers or bills and if correct, to approve them by resolution and enter the resolution in its records; and

WHEREAS, the financial statement for the month of April 2023 has been reviewed by the EDA Commission; and

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

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

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

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

BE IT FURTHER RESOLVED the financial statement is acknowledged and received 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 5th day of June, 2023

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

President

Attest:

Secretary

RESOLUTION NO. 2023-16

A RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY OF COLUMBIA HEIGHTS, MINNESOTA, APPROVING THE FORM AND SUBSTANCE OF THE ALTERATIONS TO THE ORIGINAL FIRE SUPPRESSION GRANT AGREEMENT, AND APPROVING AUTHORITY STAFF AND OFFICIALS TO TAKE ALL ACTIONS NECESSARY TO ENTER THE AUTHORITY INTO THE FIRE SUPPRESSION GRANT AGREEMENT WITH NORTHERN HERITAGE PROPERTIES LLC.

WHEREAS, the City of Columbia Heights (the “City”) and the Columbia Heights Economic Development Authority (the “Authority”) have collaborated to create a certain fire Suppression 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, rehabilitating, and restoring commercial buildings increasing business vitality, economic performance, and public safety; and

WHEREAS, the initial applicant wishes to transfer the agreement to the building owner; 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 Northern Heritage Properties 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 5th day of June, 2023

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

President

Attest:

Secretary

**RESOLUTION NO. 2023-17
COLUMBIA HEIGHTS ECONOMIC DEVELOPMENT AUTHORITY
COUNTY OF ANOKA
STATE OF MINNESOTA**

**A RESOLUTION APPROVING DECERTIFICATION OF TAX INCREMENT FINANCING
(REDEVELOPMENT) DISTRICT NO. 9 (TRANSITION BLOCK REDEVELOPMENT PROJECT – CREST
VIEW/REAL ESTATE EQUITIES PROJECT)**

WHEREAS, on September 25, 2000, the City Council of the City of Columbia Heights, Minnesota (the “City”) and the Board of Commissioners of the Columbia Heights Economic Development Authority (the “Authority” or “EDA”) approved the creation of Tax Increment Financing (Redevelopment) District No. 9 (Transition Block Redevelopment Project – Crest View/Real Estate Equities Project) (the “District”) within its Central Business District Redevelopment Project (the “Project”); and

WHEREAS, Minnesota Statutes, Section 469.174 to 469.1799 authorizes the Authority to decertify a tax increment financing district on any date after all bonds and other obligations have been satisfied; and

WHEREAS, the development documents pertaining to the District have expired by their terms and all obligations, including all bonds to which tax increment from the District have been pledged, have been satisfied and are paid in full (the “Development Documents”); and

WHEREAS, the Authority desires by this resolution to decertify the District effective June 5, 2023, by which all taxing jurisdictions will benefit from an increased tax base effective for taxes payable in 2023.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Columbia Heights Economic Development Authority as follows:

1. District Decertified. With all Development Documents satisfied, the District shall be deemed decertified as of June 5, 2023. Any remaining increments not eligible for spending, as determined by the Executive Director of the EDA, will be returned to Anoka County and redistributed to the appropriate taxing jurisdictions.

2. Direction to EDA Staff. EDA staff is authorized and directed to determine the amount of tax increments to be returned to Anoka County for redistribution, if any, and to transmit a copy of this resolution to Anoka County with a request to decertify the District, it being the intent of the EDA that no further collection of tax increment from the District will be distributed to the EDA after June 5, 2023.

ADOPTED: June 5, 2023

Passed this 5th day of June, 2023

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

President

Attest:

Secretary

BUSINESS ITEMS

5. Asbestos and Personal Item Abatement for Single-family Homes Located at 841 49th Ave and 4243 5th Street (pg. 42).

Forney stated the item is regarding approving bids for the removal of hazardous material and household items from 841 49th Ave and 4243 5th St NE. In February and March, the EDA purchased the properties intending to demolish the blighted single-family residential houses and prepare the sites for redevelopment. Due to the intent of the Fire Department to utilize the structures for training, the abatement of household items and hazardous materials are being bid separate from the demolition. The scope of work submitted in the bid request included the removal of asbestos-containing materials, appliances, and accessories containing hazardous materials, alongside the removal of household items. In response to the request for bids, the EDA received two quotes. The quote submitted by Dennis Environmental Operations was determined to be the low-qualified bid for the abatement work at \$19,300.00. Dennis Environmental Operations shall furnish the services and necessary equipment to complete all work specified in the scope of work. All work will be performed in accordance with OSHA regulations, Minnesota Department of Health Asbestos Abatement Rules, and other applicable Federal and State regulations. Dennis

Environmental Operations shall insure proper clean up, transport, and disposal of hazardous and asbestos-containing materials and household items.

Forney explained there was a low amount of asbestos in the homes but the largest job would be trash removal. The fire department would like to utilize the homes for training. 4243 5th St. NE will be used as structural training and 841 49th Ave will be used as a training burn. Once the home has been burned down, the EDA will determine the demolition process.

Questions/Comments from Members:

Chair Szurek asked if the bid included removing debris from the two properties. Forney stated Dennis Environmental Operations will remove all interior debris but will need a separate bid for removal of external debris.

James asked how burning the home would impact the environment and the lot. Forney replied the State and EPA implemented additional burn down requirements so the site would not be toxic after the burn. There are requirements in the application in order to burn down a site. Removing asbestos and hazardous materials before the burn are a part of the requirements to make sure no toxic fumes are being released. Chirpich added there is post burn testing included as a requirement.

Motion by Jacobs, seconded by Márquez-Simula to accept the low bid of \$19,300.00 by Dennis Environmental Operations, for the removal of all hazardous materials and household items located at 841 49th Ave and 4243 5th St NE; and furthermore, to authorize the President and Executive Director to enter into an agreement for the same. All ayes of present. MOTION PASSED.

6. Habitat for Humanity Presentation on 4243 5th Street (pg. 51).

Forney noted Habitat for Humanity representatives were present at the meeting. The property 4243 5th Street contains a small-single family home with 600 square feet of living space that was built in 1916. After the demolition, Habitat for Humanity will look to redevelop a single family home on the site with a detached garage. The purchase of the property accomplished two goals. First, the use of TIF from the C8 “zombie District” obligated the district to keep it alive and allowed the EDA to continue to utilize its pooled funds. Second, the project offered a unique opportunity for the EDA to work towards its goal of providing affordable home ownership in the community.

Forney introduced the Habitat for Humanity representatives and added that Staff sent out a notice to the surrounding neighborhood to encourage residents to voice their opinions.

Twin Cities Habitat for Humanity Noah Keller stated the Twin Cities Habitat for Humanity mission is to bring people together to create, preserve, and promote affordable homeownership and advance racial equity in housing. The vision is an equitable Twin Cities region where all families have access to the transformational power of homeownership.

The values include rooted in faith and community, inspired by hope, committed to anti-racism, and driven to innovate.

N. Keller reviewed the Twin Cities Habitat for Humanity history and noted it began in 1985 and since then, roughly 1,600 families have purchased homes in 65 cities across the metro area.

N. Keller noted about 50% of the homes are new construction, 30% are rehab homes, while the rest are rehab homes with contractors. The racial and ethnic demographics include 62% as East or West African, 12% White (non-Hispanic), 12% Asian, 5% African American or Black, 3% Multi-Racial, 3% chose not to respond, 3% White (Hispanic), .18% Indigenous American.

N. Keller noted the average household income is \$58,000 with an average household size of 4-5 family members. They serve families with mortgages making between 30-80% of area median income. 50% of homes are in suburbs and 50% are in Minneapolis or St. Paul.

Jacobs asked if it is common for habitat homes to remain with Habitat for Humanity families. N. Keller stated Habitat for Humanity has an option to purchase the home back when a family leaves but is based on the life of the mortgage.

N. Keller reviewed the 4243 5th Street NE summary and stated it is a city-owned lot slated for fire department training in the fall with subsequent demolition and re-development. Construction on a new single-family house with a two stall detached garage will begin as soon as spring 2024. Neighboring homes are a variety of ramblers, split-entries, and 1.5 story single-family houses. The lot is about 40 feet wide and R-1 side setbacks are 7 feet from adjacent property lines. There is alley access for the new garage.

N. Keller noted the Habitat standards:

- Energy Star and Zero Energy Ready Certified
 - Solar array ready
 - Indoor Air Plus certified
 - Low flow plumbing fixtures
 - Better than industry standard blower door test results and HERS scores
- High efficiency appliances, including Heat Recovery Ventilator
- Resilient, high-quality interior and exterior finishes
 - SmartSide
 - Luxury Vinyl Tile
 - Andersen windows
 - GAF roofing products
- Active radon mitigation systems and draitile/sump pumps

N. Keller reviewed the New House options which can be found on pages 59-61 in the Agenda Packet. Option 1 includes two bedrooms on the main floor with one bedroom in the basement. Option 2 is 1.5 stories, with a front porch, two bedrooms on the top floor, one bedroom on the main floor with the option of including an additional bedroom. Option

3 is 2 feet narrower than the other options but has three bedrooms on the upper floor and one on the main floor.

Twin Cities Habitat for Humanity Mark Rice added all of the homes are mindful of accessibility and include a bathroom on the main floor, wide door frames, and an option for a ramp.

Questions/Comments from Members:

Buesgens asked what would be used for a tornado shelter. N. Keller replied they typically do a slab on grade model with a room that is partially under the stairs or make the walls thicker in a section of the basement.

Márquez-Simula stated her favorite looking model was option 2 but noted it did not have an entry way to hang coats or have a place for shoes and she preferred option 3 since it has an entry way with a closet.

Márquez-Simula asked what direction the garage would be. N. Keller stated it would face the alley with an 8–10-foot driveway.

Jacobs asked if electrical was run to the garage. N. Keller replied it was. They do not install a garage opener but include an outlet for future installation.

Chirpich noted the current home is set back from the surrounding homes and now have an opportunity to align the setback with the other homes. He asked what the standard dimensions were for a detached garage. Mr. Rice stated it was 20'x22'.

Buesgens stated option 3 was her favorite. Jacobs agreed.

James asked to hear the neighbor comments.

City Resident Paul Keller stated his concern is it would no longer be an alley house. N. Keller stated they noticed how far set back the house was and would be moving it up. P. Keller noted he had no other issues.

Chair Szurek asked how they generate information for the community to know the home is available. N. Keller stated people are required to apply and can find it on their website and distribute flyers in the community.

Chair Szurek asked if they did sweat equity. N. Keller noted they are doing an internal review, but most Habitat affiliates still require it. Many people that have been interviewed have expressed that there are barriers when sweat equity is a requirement and believes they will stop doing that in the future. He explained that typically people do not have flexible jobs, or PTO in order to take time off to put in sweat equity. Chair Szurek explained she helped volunteer to build a home while she was on the Council and enjoyed seeing the family's face after it was completed. She expressed concerns on people expecting to get something for a low amount without having any input or helping in the process. N. Keller

noted there were other requirements in order to partner, such as future homeowner courses.

Jacobs asked if there was a consideration to do a negotiation with the recipient's employer so they can allow time to help with the home. N. Keller stated he did not believe it was something they would do but would help facilitate if the homeowner desired it.

Spriggs stated he did not believe the future homeowner would need to be involved with the home building since they will be appreciative either way.

Chirpich stated they would be donating the lot and sell it for \$1. The funding used to acquire the lot was surplus money. The transfer agreement would come at a later date at the end of the year.

Márquez-Simula stated she was fine with selling the lot for \$1 and liked option 3. Chair Szurek agreed.

Buesgens asked how taxes worked. N. Keller stated that some of the homes are put in land trusts, which offers a way to reach more 30-60% AMI thresholds.

Chirpich asked what Habitat homes typically sell for. N. Keller stated in Columbia Heights it would be around \$300,000-\$320,000.

OTHER BUSINESS

Chirpich stated there are negotiations for the purchase of 941 44th Avenue which is a single-family home. It falls in the guidelines of the Commercial Revitalization Initiative and is commercially zoned. The purchase agreement is not at a point to seek authorization but is in the works and expects to bring it to the EDA at the next meeting.

ADJOURNMENT

*Motion by Buesgens, seconded by Márquez-Simula, to adjourn the meeting at 5:52 pm. All ayes.
MOTION PASSED.*

Respectfully submitted,



Alicia Howe, Recording Secretary

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

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

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

WHEREAS, the financial statements for the months of May and June 2023 have been reviewed by the EDA Commission; and

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

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

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

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

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

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

ORDER OF ECONOMIC DEVELOPMENT AUTHORITY

Passed this 7th day of August, 2023

Offered by:

Seconded by:

Roll Call:

President

Attest:

Secretary

Item 2.

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Check 194858 204.6314.43250	041523 934571297 COMM DEV ADMIN	COMCAST	04/15/23	171051853	19.44
			Total For Check 194858		19.44
Check 194915 204.6314.43050	EDA MINUTES 040323	TIMESAVER OFF SITE SECRETF	04/14/23	M28138	159.00
			Total For Check 194915		159.00
Check 194929 408.6314.43050	ASBESTOS REPORT 841 49TH & 4243	ANGSTROM ANALYTICAL INC	04/28/23	5764	1,300.00
			Total For Check 194929		1,300.00
Check 194958 391.7000.43050	PA & PURCHASE OF 4243 5TH	KENNEDY & GRAVEN	03/31/23	173891	2,109.70
			Total For Check 194958		2,109.70
Check 194966 408.6411.42010	FACADE GRANT CAMERA INSTALL	DESI MARCO, INC	04/20/23	INV11127080	350.00
			Total For Check 194966		350.00
Check 195004 204.6314.43250	COMM DEV ADMIN (1.8%)	ARVIG ENTERPRISES, INC	05/01/23	050123	4.63
			Total For Check 195004		4.63
Check 195043 204.6314.43210	043023 -10010429 COM DEV ADMINI	POPP.COM INC	04/30/23	992782598	12.60
204.6314.43210	042623 10013121 PHONE COMMDEV AD	POPP.COM INC	04/26/23	992781421	40.41
			Total For Check 195043		53.01
Check 195051 228.6317.42012	MAX LINK MONITORING 050123-01312	TK ELEVATOR CORPORATION	05/01/23	3007224902	405.00
228.6317.43050	VAN BUREN RAMP MAINT 020123-0131	TK ELEVATOR CORPORATION	02/01/23	3007210079	1,920.00
			Total For Check 195051		2,325.00
Check 195088 204.6314.44380	EDA MEETING 030623	HERRINGER/GERRY	05/18/23	051823	35.00
			Total For Check 195088		35.00
Check 195126 204.6314.44380	EDA MEETINGS 020623, 030623	SZUREK/MARLAINE	05/18/23	051823	70.00
			Total For Check 195126		70.00
Check 509 204.6314.42171	BUSINESS PRIME MEMBERSHIP FEE	AMAZON.COM	04/03/23	6347059907841	14.44
			Total For Check 509		14.44

06/12/2023 11:19 AM
 User: suems
 DB: Columbia Heights

INVOICE GL DISTRIBUTION REPORT FOR CITY OF COLUMBIA HEIGHTS
 EXP CHECK RUN DATES 05/01/2023 - 05/31/2023
 BOTH JOURNALIZED AND UNJOURNALIZED
 PAID

Item 2.

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund Totals:					
				Fund 204 EDA ADMINISTRATION	355.52
				Fund 228 DOWNTOWN PARKING	2,325.00
				Fund 391 SCATTERED SITE TIF W3/W	2,109.70
				Fund 408 EDA REDEVELOPMENT PROJE	1,650.00
Total For All Funds:					6,440.22
--- TOTALS BY GL DISTRIBUTION ---					
	204.6314.42171			BUSINESS PRIME MEMBERSHIP FEE	14.44
	204.6314.43050			EDA MINUTES 040323	159.00
	204.6314.43210			043023 -10010429 COM DEV ADMINI:	53.01
	204.6314.43250			COMM DEV ADMIN (1.8%)	24.07
	204.6314.44380			EDA MEETING 030623	105.00
	228.6317.42012			MAX LINK MONITORING 050123-01312	405.00
	228.6317.43050			VAN BUREN RAMP MAINT 020123-0131:	1,920.00
	391.7000.43050			PA & PURCHASE OF 4243 5TH	2,109.70
	408.6314.43050			ASBESTOS REPORT 841 49TH & 4243 !	1,300.00
	408.6411.42010			FACADE GRANT CAMERA INSTALL DESI	350.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 05/31/2023

Item 2.

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 05/31/23	YTD BALANCE 05/31/2023	UNENCUMBERED BALANCE	% BDGT USED
Fund 202 - ANOKA CO COMM DEV PROGRAMS							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
INTERGOVERNMENTAL							
202.0000.33600	COUNTY GRANT	0.00	0.00	0.00	1,246.00	(1,246.00)	100.00
INTERGOVERNMENTAL		0.00	0.00	0.00	1,246.00	(1,246.00)	100.00
Total Dept 0000 - NON-DEPARTMENTAL		0.00	0.00	0.00	1,246.00	(1,246.00)	100.00
TOTAL REVENUES		0.00	0.00	0.00	1,246.00	(1,246.00)	100.00
Expenditures							
Dept 6355 - ANOKA CO HRA LEVY PROJECTS							
OTHER SERVICES & CHARGES							
202.6355.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	1,246.00	(1,246.00)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	1,246.00	(1,246.00)	100.00
Total Dept 6355 - ANOKA CO HRA LEVY PROJECTS		0.00	0.00	0.00	1,246.00	(1,246.00)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	1,246.00	(1,246.00)	100.00
Fund 202 - ANOKA CO COMM DEV PROGRAMS:							
TOTAL REVENUES		0.00	0.00	0.00	1,246.00	(1,246.00)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	1,246.00	(1,246.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 05/31/23	YTD BALANCE 05/31/2023	UNENCUMBERED BALANCE	% BDGT USED
Fund 204 - EDA ADMINISTRATION							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
TAXES							
204.0000.31011	EDA CURRENT AD VALOREM	208,100.00	0.00	0.00	0.00	208,100.00	0.00
204.0000.31014	AREA WIDE TAX	89,000.00	0.00	0.00	0.00	89,000.00	0.00
TAXES		297,100.00	0.00	0.00	0.00	297,100.00	0.00
Total Dept 0000 - NON-DEPARTMENTAL		297,100.00	0.00	0.00	0.00	297,100.00	0.00
TOTAL REVENUES		297,100.00	0.00	0.00	0.00	297,100.00	0.00
Expenditures							
Dept 6314 - ECONOMIC DEVELOPMENT AUTH							
OTHER SERVICES & CHARGES							
204.6314.43050	EXPERT & PROFESSIONAL SERV.	2,200.00	1,550.00	248.75	4,170.65	(3,520.65)	260.03
204.6314.43105	TRAINING & EDUCATION ACTIVITIES	1,500.00	0.00	0.00	590.00	910.00	39.33
204.6314.43210	TELEPHONE	700.00	0.00	0.00	308.78	391.22	44.11
204.6314.43220	POSTAGE	600.00	0.00	0.00	75.00	525.00	12.50
204.6314.43250	OTHER TELECOMMUNICATIONS	300.00	0.00	24.07	113.79	186.21	37.93
204.6314.43320	OUT OF TOWN TRAVEL EXPENSE	1,500.00	0.00	0.00	0.00	1,500.00	0.00
204.6314.43500	LEGAL NOTICE PUBLISHING	200.00	0.00	0.00	314.60	(114.60)	157.30
204.6314.43600	PROP & LIAB INSURANCE	2,700.00	0.00	0.00	900.00	1,800.00	33.33
204.6314.44000	REPAIR & MAINT. SERVICES	500.00	0.00	0.00	100.18	399.82	20.04
204.6314.44030	SOFTWARE & SOFTWARE SUBSCRIPTIONS	800.00	0.00	0.00	800.00	0.00	100.00
204.6314.44040	INFORMATION SYS:INTERNAL SVC	8,700.00	0.00	0.00	2,900.00	5,800.00	33.33
204.6314.44330	SUBSCRIPTION, MEMBERSHIP	200.00	0.00	0.00	129.00	71.00	64.50
204.6314.44380	COMMISSION & BOARDS	900.00	0.00	105.00	315.00	585.00	35.00
OTHER SERVICES & CHARGES		20,800.00	1,550.00	377.82	10,717.00	8,533.00	58.98
PERSONNEL SERVICES							
204.6314.41010	REGULAR EMPLOYEES	196,700.00	0.00	14,955.55	73,286.62	123,413.38	37.26
204.6314.41210	P.E.R.A. CONTRIBUTION	14,700.00	0.00	1,121.66	5,723.33	8,976.67	38.93
204.6314.41220	F.I.C.A. CONTRIBUTION	15,100.00	0.00	1,275.52	6,230.27	8,869.73	41.26
204.6314.41300	INSURANCE	23,200.00	0.00	1,908.96	9,541.64	13,658.36	41.13
204.6314.41510	WORKERS COMP INSURANCE PREM	1,500.00	0.00	126.83	650.33	849.67	43.36
PERSONNEL SERVICES		251,200.00	0.00	19,388.52	95,432.19	155,767.81	37.99
SUPPLIES							
204.6314.42000	OFFICE SUPPLIES	200.00	0.00	0.00	74.17	125.83	37.09
204.6314.42010	MINOR EQUIPMENT	500.00	0.00	0.00	0.00	500.00	0.00
204.6314.42011	END USER DEVICES	1,900.00	0.00	0.00	0.00	1,900.00	0.00
204.6314.42171	GENERAL SUPPLIES	200.00	0.00	0.00	14.44	185.56	7.22
204.6314.42175	FOOD SUPPLIES	200.00	0.00	0.00	0.00	200.00	0.00
SUPPLIES		3,000.00	0.00	0.00	88.61	2,911.39	2.95
CONTINGENCIES & TRANSFERS							
204.6314.47100	OPER. TRANSFER OUT - LABOR	22,100.00	0.00	0.00	7,366.68	14,733.32	33.33
CONTINGENCIES & TRANSFERS		22,100.00	0.00	0.00	7,366.68	14,733.32	33.33

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GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 05/31/23	YTD BALANCE 05/31/2023	UNENCUMBERED BALANCE	% BDGT USED
Fund 204 - EDA ADMINISTRATION							
Expenditures							
	Total Dept 6314 - ECONOMIC DEVELOPMENT AUTH	297,100.00	1,550.00	19,766.34	113,604.48	181,945.52	38.76
TOTAL EXPENDITURES		<u>297,100.00</u>	<u>1,550.00</u>	<u>19,766.34</u>	<u>113,604.48</u>	<u>181,945.52</u>	<u>38.76</u>
Fund 204 - EDA ADMINISTRATION:							
TOTAL REVENUES		297,100.00	0.00	0.00	0.00	297,100.00	0.00
TOTAL EXPENDITURES		<u>297,100.00</u>	<u>1,550.00</u>	<u>19,766.34</u>	<u>113,604.48</u>	<u>181,945.52</u>	<u>38.76</u>
NET OF REVENUES & EXPENDITURES		0.00	(1,550.00)	(19,766.34)	(113,604.48)	115,154.48	100.00

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Fund 228 - DOWNTOWN PARKING							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
TRANSFERS & NON-REV RECEIPTS							
228.0000.39247	TRANSFER IN-SPECIAL PROJ REV	56,700.00	0.00	0.00	18,900.00	37,800.00	33.33
	TRANSFERS & NON-REV RECEIPTS	56,700.00	0.00	0.00	18,900.00	37,800.00	33.33
Total Dept 0000 - NON-DEPARTMENTAL		56,700.00	0.00	0.00	18,900.00	37,800.00	33.33
TOTAL REVENUES		56,700.00	0.00	0.00	18,900.00	37,800.00	33.33
Expenditures							
Dept 6317 - DOWNTOWN PARKING							
OTHER SERVICES & CHARGES							
228.6317.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	1,920.00	1,920.00	(1,920.00)	100.00
228.6317.43600	PROP & LIAB INSURANCE	3,200.00	0.00	0.00	1,066.68	2,133.32	33.33
228.6317.43800	UTILITY SERVICES	2,000.00	0.00	0.00	701.83	1,298.17	35.09
228.6317.43810	ELECTRIC	13,000.00	0.00	736.08	4,026.31	8,973.69	30.97
228.6317.44000	REPAIR & MAINT. SERVICES	35,000.00	614.30	0.00	432.00	33,953.70	2.99
228.6317.44020	BLDG MAINT CONTRACTUAL SERVICES	2,000.00	0.00	0.00	1,599.72	400.28	79.99
	OTHER SERVICES & CHARGES	55,200.00	614.30	2,656.08	9,746.54	44,839.16	18.77
PERSONNEL SERVICES							
228.6317.41070	INTERDEPARTMENTAL LABOR SERV	1,500.00	0.00	0.00	0.00	1,500.00	0.00
	PERSONNEL SERVICES	1,500.00	0.00	0.00	0.00	1,500.00	0.00
SUPPLIES							
228.6317.42012	OTHER TECHNOLOGY EQUIPMENT	0.00	0.00	405.00	405.00	(405.00)	100.00
	SUPPLIES	0.00	0.00	405.00	405.00	(405.00)	100.00
Total Dept 6317 - DOWNTOWN PARKING		56,700.00	614.30	3,061.08	10,151.54	45,934.16	18.99
TOTAL EXPENDITURES		56,700.00	614.30	3,061.08	10,151.54	45,934.16	18.99
Fund 228 - DOWNTOWN PARKING:							
TOTAL REVENUES		56,700.00	0.00	0.00	18,900.00	37,800.00	33.33
TOTAL EXPENDITURES		56,700.00	614.30	3,061.08	10,151.54	45,934.16	18.99
NET OF REVENUES & EXPENDITURES		0.00	(614.30)	(3,061.08)	8,748.46	(8,134.16)	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	194,000.00	0.00	0.00	0.00	194,000.00	0.00
TAXES		194,000.00	0.00	0.00	0.00	194,000.00	0.00
MISCELLANEOUS							
372.0000.36210	INTEREST ON INVESTMENTS	3,000.00	0.00	0.00	0.00	3,000.00	0.00
MISCELLANEOUS		3,000.00	0.00	0.00	0.00	3,000.00	0.00
Total Dept 0000 - NON-DEPARTMENTAL		197,000.00	0.00	0.00	0.00	197,000.00	0.00
TOTAL REVENUES		197,000.00	0.00	0.00	0.00	197,000.00	0.00
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
372.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	6,732.88	(6,732.88)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	6,732.88	(6,732.88)	100.00
CAPITAL OUTLAY							
372.7000.46010	PRINCIPAL	135,000.00	0.00	0.00	135,000.00	0.00	100.00
372.7000.46110	INTEREST	54,200.00	0.00	0.00	28,006.25	26,193.75	51.67
372.7000.46200	FISCAL AGENT CHARGES	1,000.00	0.00	0.00	475.00	525.00	47.50
CAPITAL OUTLAY		190,200.00	0.00	0.00	163,481.25	26,718.75	85.95
Total Dept 7000 - BONDS		190,200.00	0.00	0.00	170,214.13	19,985.87	89.49
TOTAL EXPENDITURES		190,200.00	0.00	0.00	170,214.13	19,985.87	89.49
Fund 372 - Huset Park Area TIF (T6):							
TOTAL REVENUES		197,000.00	0.00	0.00	0.00	197,000.00	0.00
TOTAL EXPENDITURES		190,200.00	0.00	0.00	170,214.13	19,985.87	89.49
NET OF REVENUES & EXPENDITURES		6,800.00	0.00	0.00	(170,214.13)	177,014.13	2,503.15

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Fund 375 - TIF Z6: 47TH & GRAND							
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
375.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	1,233.08	(1,233.08)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	1,233.08	(1,233.08)	100.00
Total Dept 7000 - BONDS		0.00	0.00	0.00	1,233.08	(1,233.08)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	1,233.08	(1,233.08)	100.00
Fund 375 - TIF Z6: 47TH & GRAND:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	1,233.08	(1,233.08)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	(1,233.08)	1,233.08	100.00

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Fund 389 - TIF R8 CRESTV/TRANSITION BLK							
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
389.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	2,517.10	(2,517.10)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	2,517.10	(2,517.10)	100.00
Total Dept 7000 - BONDS		0.00	0.00	0.00	2,517.10	(2,517.10)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	2,517.10	(2,517.10)	100.00
Fund 389 - TIF R8 CRESTV/TRANSITION BLK:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	2,517.10	(2,517.10)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	(2,517.10)	2,517.10	100.00

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GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 05/31/23	YTD BALANCE 05/31/2023	UNENCUMBERED BALANCE	% BDGT USED
Fund 391 - SCATTERED SITE TIF W3/W4							
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
391.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	2,109.70	4,814.20	(4,814.20)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	2,109.70	4,814.20	(4,814.20)	100.00
CAPITAL OUTLAY							
391.7000.45110	LAND	0.00	0.00	0.00	122,289.95	(122,289.95)	100.00
CAPITAL OUTLAY		0.00	0.00	0.00	122,289.95	(122,289.95)	100.00
Total Dept 7000 - BONDS		0.00	0.00	2,109.70	127,104.15	(127,104.15)	100.00
TOTAL EXPENDITURES		0.00	0.00	2,109.70	127,104.15	(127,104.15)	100.00
Fund 391 - SCATTERED SITE TIF W3/W4:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	2,109.70	127,104.15	(127,104.15)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(2,109.70)	(127,104.15)	127,104.15	100.00

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GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 05/31/23	YTD BALANCE 05/31/2023	UNENCUMBERED BALANCE	% BDGT USED
Fund 392 - TIF BB2 ALATUS 40TH AV							
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
392.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	539.74	(539.74)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	539.74	(539.74)	100.00
CAPITAL OUTLAY							
392.7000.46110	INTEREST	0.00	0.00	0.00	13,353.75	(13,353.75)	100.00
CAPITAL OUTLAY		0.00	0.00	0.00	13,353.75	(13,353.75)	100.00
Total Dept 7000 - BONDS		0.00	0.00	0.00	13,893.49	(13,893.49)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	13,893.49	(13,893.49)	100.00
Fund 392 - TIF BB2 ALATUS 40TH AV:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	13,893.49	(13,893.49)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	(13,893.49)	13,893.49	100.00

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Fund 393 - BB6 IF ALATUS 4300 CENTRAL							
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
393.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	478.78	(478.78)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	478.78	(478.78)	100.00
CAPITAL OUTLAY							
393.7000.46110	INTEREST	26,700.00	0.00	0.00	0.00	26,700.00	0.00
393.7000.46200	FISCAL AGENT CHARGES	1,000.00	0.00	0.00	0.00	1,000.00	0.00
CAPITAL OUTLAY		27,700.00	0.00	0.00	0.00	27,700.00	0.00
Total Dept 7000 - BONDS		27,700.00	0.00	0.00	478.78	27,221.22	1.73
TOTAL EXPENDITURES		27,700.00	0.00	0.00	478.78	27,221.22	1.73
Fund 393 - BB6 IF ALATUS 4300 CENTRAL:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		27,700.00	0.00	0.00	478.78	27,221.22	1.73
NET OF REVENUES & EXPENDITURES		(27,700.00)	0.00	0.00	(478.78)	(27,221.22)	1.73

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Fund 408 - EDA REDEVELOPMENT PROJECT FD							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
TAXES							
408.0000.31012	HRA CURRENT AD VALOREM	235,000.00	0.00	0.00	0.00	235,000.00	0.00
408.0000.31014	AREA WIDE TAX	75,000.00	0.00	0.00	0.00	75,000.00	0.00
TAXES		310,000.00	0.00	0.00	0.00	310,000.00	0.00
Total Dept 0000 - NON-DEPARTMENTAL		310,000.00	0.00	0.00	0.00	310,000.00	0.00
TOTAL REVENUES		310,000.00	0.00	0.00	0.00	310,000.00	0.00
Expenditures							
Dept 6314 - ECONOMIC DEVELOPMENT AUTH							
OTHER SERVICES & CHARGES							
408.6314.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	1,300.00	1,300.00	(1,300.00)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	1,300.00	1,300.00	(1,300.00)	100.00
CAPITAL OUTLAY							
408.6314.45110	LAND	0.00	0.00	0.00	92,865.56	(92,865.56)	100.00
CAPITAL OUTLAY		0.00	0.00	0.00	92,865.56	(92,865.56)	100.00
Total Dept 6314 - ECONOMIC DEVELOPMENT AUTH		0.00	0.00	1,300.00	94,165.56	(94,165.56)	100.00
Dept 6411 - FACADE IMPROVEMENT GRANT							
OTHER SERVICES & CHARGES							
408.6411.44600	LOANS & GRANTS	50,000.00	0.00	0.00	8,248.00	41,752.00	16.50
OTHER SERVICES & CHARGES		50,000.00	0.00	0.00	8,248.00	41,752.00	16.50
SUPPLIES							
408.6411.42010	MINOR EQUIPMENT	0.00	30,163.62	350.00	350.00	(30,513.62)	100.00
SUPPLIES		0.00	30,163.62	350.00	350.00	(30,513.62)	100.00
Total Dept 6411 - FACADE IMPROVEMENT GRANT		50,000.00	30,163.62	350.00	8,598.00	11,238.38	77.52
Dept 6414 - COMMERCIAL REVITALIZATION							
OTHER SERVICES & CHARGES							
408.6414.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	300.00	(300.00)	100.00
408.6414.44390	TAXES & LICENSES	0.00	0.00	0.00	106.48	(106.48)	100.00
408.6414.44600	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	5,406.48	(5,406.48)	100.00
CAPITAL OUTLAY							
408.6414.45110	LAND	200,000.00	0.00	(106.48)	7,593.52	192,406.48	3.80
CAPITAL OUTLAY		200,000.00	0.00	(106.48)	7,593.52	192,406.48	

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Fund 408 - EDA REDEVELOPMENT PROJECT FD							
Expenditures							
Total Dept 6414 - COMMERCIAL REVITALIZATION		200,000.00	0.00	(106.48)	13,000.00	187,000.00	6.50
Dept 6418 - FIRE SUPPRESSION GRANT							
OTHER SERVICES & CHARGES							
408.6418.44600	LOANS & GRANTS	60,000.00	0.00	0.00	0.00	60,000.00	0.00
OTHER SERVICES & CHARGES		60,000.00	0.00	0.00	0.00	60,000.00	0.00
Total Dept 6418 - FIRE SUPPRESSION GRANT		60,000.00	0.00	0.00	0.00	60,000.00	0.00
TOTAL EXPENDITURES		310,000.00	30,163.62	1,543.52	115,763.56	164,072.82	47.07
Fund 408 - EDA REDEVELOPMENT PROJECT FD:							
TOTAL REVENUES		310,000.00	0.00	0.00	0.00	310,000.00	0.00
TOTAL EXPENDITURES		310,000.00	30,163.62	1,543.52	115,763.56	164,072.82	47.07
NET OF REVENUES & EXPENDITURES		0.00	(30,163.62)	(1,543.52)	(115,763.56)	145,927.18	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 05/31/2023

Item 2.

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 05/31/23	YTD BALANCE 05/31/2023	UNENCUMBERED BALANCE	% BDGT USED
Fund 420 - CAP IMPROVEMENT-DEVELOPMENT							
Expenditures							
Dept 6317 - DOWNTOWN PARKING							
OTHER SERVICES & CHARGES							
420.6317.44000.1915	REPAIR & MAINT. SERVICES	0.00	0.00	0.00	78,624.50	(78,624.50)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	78,624.50	(78,624.50)	100.00
Total Dept 6317 - DOWNTOWN PARKING		0.00	0.00	0.00	78,624.50	(78,624.50)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	78,624.50	(78,624.50)	100.00
Fund 420 - CAP IMPROVEMENT-DEVELOPMENT:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	78,624.50	(78,624.50)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	(78,624.50)	78,624.50	100.00
TOTAL REVENUES - ALL FUNDS		860,800.00	0.00	0.00	20,146.00	840,654.00	2.34
TOTAL EXPENDITURES - ALL FUNDS		881,700.00	32,327.92	26,480.64	634,830.81	214,541.27	75.67
NET OF REVENUES & EXPENDITURES		(20,900.00)	(32,327.92)	(26,480.64)	(614,684.81)	626,112.73	3,095.75

INVOICE GL DISTRIBUTION REPORT FOR CITY OF COLUMBIA HEIGHTS
 EXP CHECK RUN DATES 06/01/2023 - 06/30/2023
 BOTH JOURNALIZED AND UNJOURNALIZED
 PAID

Item 2.

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Check 195154 204.6314.43250	051523 934571297 COMM DEV ADMIN	COMCAST	05/15/23	173353998	19.44
			Total For Check 195154		19.44
Check 195200 228.6317.43810	ELECTRIC	XCEL ENERGY (N S P)	05/10/23	1036136751	736.08
			Total For Check 195200		736.08
Check 195257 204.6314.43050	EDA MEETING 050123	TIMESAVER OFF SITE SECRETF	05/12/23	M28216	248.75
			Total For Check 195257		248.75
Check 195319 204.6314.43210	052623 10013121 PHONE COMMDEV AD POPP.COM INC		05/26/23	992785648	41.18
			Total For Check 195319		41.18
Check 195383 204.6314.43210	053123 -10010429 COM DEV ADMINI POPP.COM INC		05/31/23	992786811	12.60
			Total For Check 195383		12.60
Check 195406 408.6414.44390	841 49TH AVE FULL YEAR, 1ST HALF ANOKA COUNTY PROPERTY RECC		06/09/23	263024140136	2,925.20
			Total For Check 195406		2,925.20
Check 195419 204.6314.43250	061523 934571297 COMM DEV ADMIN	COMCAST	06/15/23	175677791	19.44
			Total For Check 195419		19.44
Check 195430 408.6411.42010	FACADE IMPROVEMENT GRANT CAMERAS MARCO, INC		04/20/23	INV11126870	21,383.62
408.6411.42010	FACADE IMPROVEMENT GRANT CAMERAS MARCO, INC		04/20/23	INV11126961	8,780.00
			Total For Check 195430		30,163.62
Check 195461 228.6317.43810	ELECTRIC	XCEL ENERGY (N S P)	06/09/23	1042245022	658.88
			Total For Check 195461		658.88
Check 577 420.6317.42012.1915	RESET TIMER-PARKING RAMP NETWORK AMAZON.COM		04/13/23	5910626	11.49
420.6317.42012.1915	UBIQUITY POWER SUPPY RPLCMNT-PRK AMAZON.COM		05/11/23	7568236	14.98
			Total For Check 577		26.47

07/19/2023 11:57 AM
 User: suems
 DB: Columbia Heights

INVOICE GL DISTRIBUTION REPORT FOR CITY OF COLUMBIA HEIGHTS
 EXP CHECK RUN DATES 06/01/2023 - 06/30/2023
 BOTH JOURNALIZED AND UNJOURNALIZED
 PAID

Item 2.

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

Fund 204	EDA ADMINISTRATION	341.41
Fund 228	DOWNTOWN PARKING	1,394.96
Fund 408	EDA REDEVELOPMENT PROJE	33,088.82
Fund 420	CAP IMPROVEMENT-DEVELOP	26.47

Total For All Funds:	34,851.66
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--- TOTALS BY GL DISTRIBUTION ---

204.6314.43050	EDA MEETING 050123	248.75
204.6314.43210	053123 -10010429 COM DEV ADMINI:	53.78
204.6314.43250	061523 934571297 COMM DEV ADMIN	38.88
228.6317.43810	ELECTRIC	1,394.96
408.6411.42010	FACADE IMPROVEMENT GRANT CAMERAS	30,163.62
408.6414.44390	841 49TH AVE FULL YEAR, 1ST HALF	2,925.20
420.6317.42012.1915	RESET TIMER-PARKING RAMP NETWORK	26.47

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 06/30/2023

Item 2.

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 06/30/23	YTD BALANCE 06/30/2023	UNENCUMBERED BALANCE	% BDGT USED
Fund 202 - ANOKA CO COMM DEV PROGRAMS							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
INTERGOVERNMENTAL							
202.0000.33600	COUNTY GRANT	0.00	0.00	0.00	1,246.00	(1,246.00)	100.00
INTERGOVERNMENTAL		0.00	0.00	0.00	1,246.00	(1,246.00)	100.00
Total Dept 0000 - NON-DEPARTMENTAL		0.00	0.00	0.00	1,246.00	(1,246.00)	100.00
TOTAL REVENUES		0.00	0.00	0.00	1,246.00	(1,246.00)	100.00
Expenditures							
Dept 6355 - ANOKA CO HRA LEVY PROJECTS							
OTHER SERVICES & CHARGES							
202.6355.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	1,246.00	(1,246.00)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	1,246.00	(1,246.00)	100.00
Total Dept 6355 - ANOKA CO HRA LEVY PROJECTS		0.00	0.00	0.00	1,246.00	(1,246.00)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	1,246.00	(1,246.00)	100.00
Fund 202 - ANOKA CO COMM DEV PROGRAMS:							
TOTAL REVENUES		0.00	0.00	0.00	1,246.00	(1,246.00)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	1,246.00	(1,246.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00

Item 2.

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 06/30/23	YTD BALANCE 06/30/2023	UNENCUMBERED BALANCE	% BDGT USED
Fund 204 - EDA ADMINISTRATION							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
TAXES							
204.0000.31011	EDA CURRENT AD VALOREM	208,100.00	0.00	0.00	0.00	208,100.00	0.00
204.0000.31014	AREA WIDE TAX	89,000.00	0.00	0.00	0.00	89,000.00	0.00
TAXES		297,100.00	0.00	0.00	0.00	297,100.00	0.00
Total Dept 0000 - NON-DEPARTMENTAL		297,100.00	0.00	0.00	0.00	297,100.00	0.00
TOTAL REVENUES		297,100.00	0.00	0.00	0.00	297,100.00	0.00
Expenditures							
Dept 6314 - ECONOMIC DEVELOPMENT AUTH							
OTHER SERVICES & CHARGES							
204.6314.43050	EXPERT & PROFESSIONAL SERV.	2,200.00	1,550.00	0.00	4,170.65	(3,520.65)	260.03
204.6314.43105	TRAINING & EDUCATION ACTIVITIES	1,500.00	0.00	0.00	590.00	910.00	39.33
204.6314.43210	TELEPHONE	700.00	0.00	0.00	362.56	337.44	51.79
204.6314.43220	POSTAGE	600.00	0.00	249.53	324.53	275.47	54.09
204.6314.43250	OTHER TELECOMMUNICATIONS	300.00	0.00	19.44	133.23	166.77	44.41
204.6314.43320	OUT OF TOWN TRAVEL EXPENSE	1,500.00	0.00	0.00	0.00	1,500.00	0.00
204.6314.43500	LEGAL NOTICE PUBLISHING	200.00	0.00	0.00	314.60	(114.60)	157.30
204.6314.43600	PROP & LIAB INSURANCE	2,700.00	0.00	225.00	1,350.00	1,350.00	50.00
204.6314.44000	REPAIR & MAINT. SERVICES	500.00	0.00	0.00	100.18	399.82	20.04
204.6314.44030	SOFTWARE & SOFTWARE SUBSCRIPTIONS	800.00	0.00	0.00	800.00	0.00	100.00
204.6314.44040	INFORMATION SYS:INTERNAL SVC	8,700.00	0.00	725.00	4,350.00	4,350.00	50.00
204.6314.44330	SUBSCRIPTION, MEMBERSHIP	200.00	0.00	0.00	129.00	71.00	64.50
204.6314.44380	COMMISSION & BOARDS	900.00	0.00	0.00	315.00	585.00	35.00
OTHER SERVICES & CHARGES		20,800.00	1,550.00	1,218.97	12,939.75	6,310.25	69.66
PERSONNEL SERVICES							
204.6314.41010	REGULAR EMPLOYEES	196,700.00	0.00	22,544.98	95,831.60	100,868.40	48.72
204.6314.41210	P.E.R.A. CONTRIBUTION	14,700.00	0.00	1,690.88	7,414.21	7,285.79	50.44
204.6314.41220	F.I.C.A. CONTRIBUTION	15,100.00	0.00	1,855.70	8,085.97	7,014.03	53.55
204.6314.41300	INSURANCE	23,200.00	0.00	1,904.92	11,446.56	11,753.44	49.34
204.6314.41510	WORKERS COMP INSURANCE PREM	1,500.00	0.00	184.53	834.86	665.14	55.66
PERSONNEL SERVICES		251,200.00	0.00	28,181.01	123,613.20	127,586.80	49.21
SUPPLIES							
204.6314.42000	OFFICE SUPPLIES	200.00	0.00	0.00	74.17	125.83	37.09
204.6314.42010	MINOR EQUIPMENT	500.00	0.00	0.00	0.00	500.00	0.00
204.6314.42011	END USER DEVICES	1,900.00	0.00	0.00	0.00	1,900.00	0.00
204.6314.42171	GENERAL SUPPLIES	200.00	0.00	0.00	14.44	185.56	7.22
204.6314.42175	FOOD SUPPLIES	200.00	0.00	0.00	0.00	200.00	0.00
SUPPLIES		3,000.00	0.00	0.00	88.61	2,911.39	2.95
CONTINGENCIES & TRANSFERS							
204.6314.47100	OPER. TRANSFER OUT - LABOR	22,100.00	0.00	1,841.67	11,050.02	11,049.98	50.00
CONTINGENCIES & TRANSFERS		22,100.00	0.00	1,841.67	11,050.02	11,049.98	50.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 06/30/2023

Item 2.

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 06/30/23	YTD BALANCE 06/30/2023	UNENCUMBERED BALANCE	% BDGT USED
Fund 204 - EDA ADMINISTRATION							
Expenditures							
	Total Dept 6314 - ECONOMIC DEVELOPMENT AUTH	297,100.00	1,550.00	31,241.65	147,691.58	147,858.42	50.23
TOTAL EXPENDITURES		<u>297,100.00</u>	<u>1,550.00</u>	<u>31,241.65</u>	<u>147,691.58</u>	<u>147,858.42</u>	<u>50.23</u>
Fund 204 - EDA ADMINISTRATION:							
	TOTAL REVENUES	297,100.00	0.00	0.00	0.00	297,100.00	0.00
	TOTAL EXPENDITURES	<u>297,100.00</u>	<u>1,550.00</u>	<u>31,241.65</u>	<u>147,691.58</u>	<u>147,858.42</u>	<u>50.23</u>
	NET OF REVENUES & EXPENDITURES	0.00	(1,550.00)	(31,241.65)	(147,691.58)	149,241.58	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 06/30/2023

Item 2.

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 06/30/23	YTD BALANCE 06/30/2023	UNENCUMBERED BALANCE	% BDGT USED
Fund 228 - DOWNTOWN PARKING							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
TRANSFERS & NON-REV RECEIPTS							
228.0000.39247	TRANSFER IN-SPECIAL PROJ REV	56,700.00	0.00	4,725.00	28,350.00	28,350.00	50.00
	TRANSFERS & NON-REV RECEIPTS	56,700.00	0.00	4,725.00	28,350.00	28,350.00	50.00
Total Dept 0000 - NON-DEPARTMENTAL		56,700.00	0.00	4,725.00	28,350.00	28,350.00	50.00
TOTAL REVENUES		56,700.00	0.00	4,725.00	28,350.00	28,350.00	50.00
Expenditures							
Dept 6317 - DOWNTOWN PARKING							
OTHER SERVICES & CHARGES							
228.6317.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	1,920.00	(1,920.00)	100.00
228.6317.43600	PROP & LIAB INSURANCE	3,200.00	0.00	266.67	1,600.02	1,599.98	50.00
228.6317.43800	UTILITY SERVICES	2,000.00	0.00	248.69	950.52	1,049.48	47.53
228.6317.43810	ELECTRIC	13,000.00	0.00	658.88	4,685.19	8,314.81	36.04
228.6317.44000	REPAIR & MAINT. SERVICES	35,000.00	614.30	450.00	882.00	33,503.70	4.28
228.6317.44020	BLDG MAINT CONTRACTUAL SERVICES	2,000.00	0.00	0.00	1,599.72	400.28	79.99
	OTHER SERVICES & CHARGES	55,200.00	614.30	1,624.24	11,637.45	42,948.25	22.20
PERSONNEL SERVICES							
228.6317.41070	INTERDEPARTMENTAL LABOR SERV	1,500.00	0.00	0.00	0.00	1,500.00	0.00
	PERSONNEL SERVICES	1,500.00	0.00	0.00	0.00	1,500.00	0.00
SUPPLIES							
228.6317.42012	OTHER TECHNOLOGY EQUIPMENT	0.00	0.00	0.00	405.00	(405.00)	100.00
	SUPPLIES	0.00	0.00	0.00	405.00	(405.00)	100.00
Total Dept 6317 - DOWNTOWN PARKING		56,700.00	614.30	1,624.24	12,042.45	44,043.25	22.32
TOTAL EXPENDITURES		56,700.00	614.30	1,624.24	12,042.45	44,043.25	22.32
Fund 228 - DOWNTOWN PARKING:							
TOTAL REVENUES		56,700.00	0.00	4,725.00	28,350.00	28,350.00	50.00
TOTAL EXPENDITURES		56,700.00	614.30	1,624.24	12,042.45	44,043.25	22.32
NET OF REVENUES & EXPENDITURES		0.00	(614.30)	3,100.76	16,307.55	(15,693.25)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 06/30/2023

Item 2.

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 06/30/23	YTD BALANCE 06/30/2023	UNENCUMBERED BALANCE	% BDGT USED
Fund 372 - HUSET PARK AREA TIF (T6)							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
TAXES							
372.0000.31010	CURRENT AD VALOREM	194,000.00	0.00	0.00	0.00	194,000.00	0.00
TAXES		194,000.00	0.00	0.00	0.00	194,000.00	0.00
MISCELLANEOUS							
372.0000.36210	INTEREST ON INVESTMENTS	3,000.00	0.00	0.00	0.00	3,000.00	0.00
MISCELLANEOUS		3,000.00	0.00	0.00	0.00	3,000.00	0.00
Total Dept 0000 - NON-DEPARTMENTAL		197,000.00	0.00	0.00	0.00	197,000.00	0.00
TOTAL REVENUES		197,000.00	0.00	0.00	0.00	197,000.00	0.00
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
372.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	6,732.88	(6,732.88)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	6,732.88	(6,732.88)	100.00
CAPITAL OUTLAY							
372.7000.46010	PRINCIPAL	135,000.00	0.00	0.00	135,000.00	0.00	100.00
372.7000.46110	INTEREST	54,200.00	0.00	0.00	28,006.25	26,193.75	51.67
372.7000.46200	FISCAL AGENT CHARGES	1,000.00	0.00	0.00	475.00	525.00	47.50
CAPITAL OUTLAY		190,200.00	0.00	0.00	163,481.25	26,718.75	85.95
Total Dept 7000 - BONDS		190,200.00	0.00	0.00	170,214.13	19,985.87	89.49
TOTAL EXPENDITURES		190,200.00	0.00	0.00	170,214.13	19,985.87	89.49
Fund 372 - HUSET PARK AREA TIF (T6):							
TOTAL REVENUES		197,000.00	0.00	0.00	0.00	197,000.00	0.00
TOTAL EXPENDITURES		190,200.00	0.00	0.00	170,214.13	19,985.87	89.49
NET OF REVENUES & EXPENDITURES		6,800.00	0.00	0.00	(170,214.13)	177,014.13	2,503.15

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 06/30/2023

Item 2.

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 06/30/23	YTD BALANCE 06/30/2023	UNENCUMBERED BALANCE	% BDGT USED
Fund 375 - TIF Z6: 47TH & GRAND							
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
375.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	1,233.08	(1,233.08)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	1,233.08	(1,233.08)	100.00
Total Dept 7000 - BONDS		0.00	0.00	0.00	1,233.08	(1,233.08)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	1,233.08	(1,233.08)	100.00
Fund 375 - TIF Z6: 47TH & GRAND:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	1,233.08	(1,233.08)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	(1,233.08)	1,233.08	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 06/30/2023

Item 2.

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 06/30/23	YTD BALANCE 06/30/2023	UNENCUMBERED BALANCE	% BDGT USED
Fund 389 - TIF R8 CRESTV/TRANSITION BLK							
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
389.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	2,517.10	(2,517.10)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	2,517.10	(2,517.10)	100.00
Total Dept 7000 - BONDS		0.00	0.00	0.00	2,517.10	(2,517.10)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	2,517.10	(2,517.10)	100.00
Fund 389 - TIF R8 CRESTV/TRANSITION BLK:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	2,517.10	(2,517.10)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	(2,517.10)	2,517.10	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 06/30/2023

Item 2.

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 06/30/23	YTD BALANCE 06/30/2023	UNENCUMBERED BALANCE	% BDGT USED
Fund 391 - SCATTERED SITE TIF W3/W4							
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
391.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	4,814.20	(4,814.20)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	4,814.20	(4,814.20)	100.00
CAPITAL OUTLAY							
391.7000.45110	LAND	0.00	0.00	0.00	122,289.95	(122,289.95)	100.00
CAPITAL OUTLAY		0.00	0.00	0.00	122,289.95	(122,289.95)	100.00
Total Dept 7000 - BONDS		0.00	0.00	0.00	127,104.15	(127,104.15)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	127,104.15	(127,104.15)	100.00
Fund 391 - SCATTERED SITE TIF W3/W4:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	127,104.15	(127,104.15)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	(127,104.15)	127,104.15	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 06/30/2023

Item 2.

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 06/30/23	YTD BALANCE 06/30/2023	UNENCUMBERED BALANCE	% BDGT USED
Fund 392 - TIF BB2 ALATUS 40TH AV							
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
392.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	539.74	(539.74)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	539.74	(539.74)	100.00
Total Dept 7000 - BONDS		0.00	0.00	0.00	539.74	(539.74)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	539.74	(539.74)	100.00
Fund 392 - TIF BB2 ALATUS 40TH AV:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	539.74	(539.74)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	(539.74)	539.74	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 06/30/2023

Item 2.

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 06/30/23	YTD BALANCE 06/30/2023	UNENCUMBERED BALANCE	% BDGT USED
Fund 393 - BB6 IF ALATUS 4300 CENTRAL							
Expenditures							
Dept 7000 - BONDS							
OTHER SERVICES & CHARGES							
393.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	478.78	(478.78)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	478.78	(478.78)	100.00
CAPITAL OUTLAY							
393.7000.46110	INTEREST	26,700.00	0.00	0.00	13,353.75	13,346.25	50.01
393.7000.46200	FISCAL AGENT CHARGES	1,000.00	0.00	0.00	0.00	1,000.00	0.00
CAPITAL OUTLAY		27,700.00	0.00	0.00	13,353.75	14,346.25	48.21
Total Dept 7000 - BONDS		27,700.00	0.00	0.00	13,832.53	13,867.47	49.94
TOTAL EXPENDITURES		27,700.00	0.00	0.00	13,832.53	13,867.47	49.94
Fund 393 - BB6 IF ALATUS 4300 CENTRAL:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		27,700.00	0.00	0.00	13,832.53	13,867.47	49.94
NET OF REVENUES & EXPENDITURES		(27,700.00)	0.00	0.00	(13,832.53)	(13,867.47)	49.94

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 06/30/2023

Item 2.

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 06/30/23	YTD BALANCE 06/30/2023	UNENCUMBERED BALANCE	% BDGT USED
Fund 408 - EDA REDEVELOPMENT PROJECT FD							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
TAXES							
408.0000.31012	HRA CURRENT AD VALOREM	235,000.00	0.00	0.00	0.00	235,000.00	0.00
408.0000.31014	AREA WIDE TAX	75,000.00	0.00	0.00	0.00	75,000.00	0.00
TAXES		310,000.00	0.00	0.00	0.00	310,000.00	0.00
Total Dept 0000 - NON-DEPARTMENTAL		310,000.00	0.00	0.00	0.00	310,000.00	0.00
TOTAL REVENUES		310,000.00	0.00	0.00	0.00	310,000.00	0.00
Expenditures							
Dept 6314 - ECONOMIC DEVELOPMENT AUTH							
OTHER SERVICES & CHARGES							
408.6314.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	0.00	1,300.00	(1,300.00)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	1,300.00	(1,300.00)	100.00
CAPITAL OUTLAY							
408.6314.45110	LAND	0.00	0.00	0.00	92,865.56	(92,865.56)	100.00
CAPITAL OUTLAY		0.00	0.00	0.00	92,865.56	(92,865.56)	100.00
Total Dept 6314 - ECONOMIC DEVELOPMENT AUTH		0.00	0.00	0.00	94,165.56	(94,165.56)	100.00
Dept 6411 - FACADE IMPROVEMENT GRANT							
OTHER SERVICES & CHARGES							
408.6411.44600	LOANS & GRANTS	50,000.00	0.00	0.00	8,248.00	41,752.00	16.50
OTHER SERVICES & CHARGES		50,000.00	0.00	0.00	8,248.00	41,752.00	16.50
SUPPLIES							
408.6411.42010	MINOR EQUIPMENT	0.00	0.00	30,163.62	30,513.62	(30,513.62)	100.00
SUPPLIES		0.00	0.00	30,163.62	30,513.62	(30,513.62)	100.00
Total Dept 6411 - FACADE IMPROVEMENT GRANT		50,000.00	0.00	30,163.62	38,761.62	11,238.38	77.52
Dept 6414 - COMMERCIAL REVITALIZATION							
OTHER SERVICES & CHARGES							
408.6414.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	660.00	960.00	(960.00)	100.00
408.6414.44390	TAXES & LICENSES	0.00	0.00	2,925.20	3,031.68	(3,031.68)	100.00
408.6414.44600	LOANS & GRANTS	0.00	0.00	30,000.00	35,000.00	(35,000.00)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	33,585.20	38,991.68	(38,991.68)	100.00
CAPITAL OUTLAY							
408.6414.45110	LAND	200,000.00	0.00	0.00	7,593.52	192,406.48	3.80
CAPITAL OUTLAY		200,000.00	0.00	0.00	7,593.52	192,406.48	3.80

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 06/30/2023

Item 2.

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 06/30/23	YTD BALANCE 06/30/2023	UNENCUMBERED BALANCE	% BDGT USED
Fund 408 - EDA REDEVELOPMENT PROJECT FD Expenditures							
Total Dept 6414 - COMMERCIAL REVITALIZATION		200,000.00	0.00	33,585.20	46,585.20	153,414.80	23.29
Dept 6418 - FIRE SUPPRESSION GRANT							
OTHER SERVICES & CHARGES							
408.6418.44600	LOANS & GRANTS	60,000.00	0.00	0.00	0.00	60,000.00	0.00
OTHER SERVICES & CHARGES		60,000.00	0.00	0.00	0.00	60,000.00	0.00
Total Dept 6418 - FIRE SUPPRESSION GRANT		60,000.00	0.00	0.00	0.00	60,000.00	0.00
TOTAL EXPENDITURES		310,000.00	0.00	63,748.82	179,512.38	130,487.62	57.91
Fund 408 - EDA REDEVELOPMENT PROJECT FD:							
TOTAL REVENUES		310,000.00	0.00	0.00	0.00	310,000.00	0.00
TOTAL EXPENDITURES		310,000.00	0.00	63,748.82	179,512.38	130,487.62	57.91
NET OF REVENUES & EXPENDITURES		0.00	0.00	(63,748.82)	(179,512.38)	179,512.38	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS
 PERIOD ENDING 06/30/2023

Item 2.

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 06/30/23	YTD BALANCE 06/30/2023	UNENCUMBERED BALANCE	% BDGT USED
Fund 420 - CAP IMPROVEMENT-DEVELOPMENT							
Expenditures							
Dept 6317 - DOWNTOWN PARKING							
OTHER SERVICES & CHARGES							
420.6317.44000.1915	REPAIR & MAINT. SERVICES	0.00	0.00	0.00	78,624.50	(78,624.50)	100.00
OTHER SERVICES & CHARGES		0.00	0.00	0.00	78,624.50	(78,624.50)	100.00
SUPPLIES							
420.6317.42012.1915	OTHER TECHNOLOGY EQUIPMENT	0.00	0.00	0.00	26.47	(26.47)	100.00
SUPPLIES		0.00	0.00	0.00	26.47	(26.47)	100.00
Total Dept 6317 - DOWNTOWN PARKING		0.00	0.00	0.00	78,650.97	(78,650.97)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	78,650.97	(78,650.97)	100.00
Fund 420 - CAP IMPROVEMENT-DEVELOPMENT:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	78,650.97	(78,650.97)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	(78,650.97)	78,650.97	100.00
TOTAL REVENUES - ALL FUNDS		860,800.00	0.00	4,725.00	29,596.00	831,204.00	3.44
TOTAL EXPENDITURES - ALL FUNDS		881,700.00	2,164.30	96,614.71	734,584.11	144,951.59	83.56
NET OF REVENUES & EXPENDITURES		(20,900.00)	(2,164.30)	(91,889.71)	(704,988.11)	686,252.41	3,383.50



AGENDA SECTION	BUSINESS ITEMS
MEETING DATE	08/07/2023

ITEM:	Purchase of 941 44 th Ave NE, Purchase Agreement and Budget Amendment approval	
DEPARTMENT:	Community Development	BY/DATE: Mitchell Forney, 07/31/23

BACKGROUND:

Staff are bringing forth, for consideration the purchase of the property located at 941 44th Ave NE. Earlier this year council member Buesgens reached out to community development staff regarding the passing of the home’s previous owner. As the property is zoned general business, the acquisition of the property falls within the confines of the EDA’s Commercial Revitalization redevelopment program. Community Development staff sent a letter to the premise and were able to set up a viewing with the estate of the previous owner. After negotiating with the estate, staff settled on an offer of \$200,000 dollars. The Commercial Revitalization redevelopment program allows staff to negotiate and enter into a purchase agreement contingent on approval by the EDA. This gives staff the ability to move quickly on strategically important properties. The house itself has just over 600 sq/ft of living space. The lot itself holds most of the value since it is in an important area with the redevelopment of 4300 Central Avenue underway. The corner of 44th and Central has a small contingent of owners, and by purchasing 941 44th the City will have more influence over future redevelopment efforts in this area. Community development staff believe this property is a prime candidate for redevelopment due to its substandard condition and parcel location.

Each year the EDA budgets \$200,000 for the Commercial Revitalization redevelopment program. Since the purchase of 941 44th falls within the program, most of the purchase price is covered under this year’s budget. With that being said, a budget amendment is still needed. Resolution 2023-19 approves the purchase of the property while amending the 2023 budget to reflect the additional money needed to cover the acquisition and demolition of the property. The related project costs that are covered by the budget amendment are: closing costs, hazardous material abatement costs (asbestos and trash removal), and demolition costs (demolition, grading, and utility disconnects). Fund 408 has about \$2.4 million available after accounting for the projected 2023 budget. This is more than sufficient to fund the project. As stated in the resolution, \$57,700 will go to the related costs described above. Excess money will be returned to fund 408 after the demolition and grading has been complete. This resolution allocates money for and allows staff to purchase 941 44th. The EDA will be involved in approving all future aspects of the project.

RECOMMENDED MOTION(S):

MOTION: Move to waive the reading of Resolution 2023-19, there being ample copies available to the public.

MOTION: Move to approve Resolution 2023-19, a Resolution approving the purchase agreement between the Economic Development Authority of Columbia Heights, Minnesota, and the estate of Pauline Shold, and amending the fund 408's budget for the fiscal year 2023.

ATTACHMENT(S):

- 1. Resolution 2023-19**
- 2. 941 44th Ave NE Purchase Agreement**
- 3. Location of the Property**

A RESOLUTION APPROVING THE PURCHASE AGREEMENT BETWEEN THE ECONOMIC DEVELOPMENT AUTHORITY OF COLUMBIA HEIGHTS, MINNESOTA, AND THE ESTATE OF PAULINE SHOLD

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

SECTION 1. RECITALS.

1.01. The Authority and The Estate of Pauline Shold ("Seller") desire to enter into a purchase agreement (the "Purchase Agreement") pursuant to which the Authority will acquire certain property in the City located at 941 44th Avenue NE (the "Property") from the Seller for economic redevelopment purposes. The Property is described in Exhibit A attached hereto.

1.02. Pursuant to the Purchase Agreement, the Authority will purchase the Property from the Seller for a purchase price of \$200,000 plus related closing costs.

1.03. The Authority finds that acquisition of the Property is consistent with the City's Comprehensive Plan and will result in redevelopment of the substandard property located at 941 44th Ave NE. Such acquisition of this Property, for subsequent resale, best meets the community's needs and will facilitate the economic redevelopment and revitalization of this area of the City.

1.04. The Authority also finds that this redevelopment project is consistent with the purpose of the Economic Development Authority Redevelopment Fund 408. The current 2023 budget for Economic Development Authority Redevelopment Fund 408 does not include this redevelopment project and must be amended as the property was not available on September 26, 2022, when the Authority adopted this budget. The available balance of the Economic Development Authority Redevelopment Fund 408, beyond that committed for the existing 2023 budget, is approximately \$2.4 million, which is more than sufficient to fund the redevelopment project.

SECTION 2. PURCHASE AGREEMENT AND BUDGETT AMENDMENT APPROVED.

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

2.02. The Authority herby amends the 2023 budget for Economic Development Authority Redevelopment Fund 408 to appropriate \$57,700 for additional estimated project costs.

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

ORDER OF ECONOMIC DEVELOPMENT AUTHORITY

Adopted this 7th day of August, 2023

Offered by:
Seconded by:
Roll Call:

President

Attest:

Secretary

EXHIBIT A

Item 3.

Legal Description of the Property

E 52 FT OF W 97 FT OF S1/2 OF LOT 33 BLOCK 1 RESERVOIR HILLS, according to the plat on file in the Office of the Registrar of Titles of Anoka County, State of Minnesota.

PURCHASE AGREEMENT

THIS PURCHASE AGREEMENT (the "Agreement") is made as of this 19 day of June, 2023, by and between The Estate of Pauline Shold (the "Seller") and the Columbia Heights Economic Development Authority, a public body corporate and politic under the laws of the State of Minnesota (the "Buyer").

RECITALS

The Seller is the owner of property located at: 941 44th Avenue NE, Columbia Heights, Anoka County, Minnesota (PID No. 36-30-24-22-0050), which is legally described on the attached Exhibit A (the "Property").

AGREEMENT

1. **Offer/Acceptance for Sale of Property.** The Seller agrees to sell to the Buyer the Property and the Buyer agrees to purchase the same, according to the terms of this Agreement.
2. **Purchase Price for Property and Terms.**
 - A. **PURCHASE PRICE:** The total purchase price for the Property is Two Hundred Thousand and 00/100ths Dollars (\$200,000.00) (the "Purchase Price").
 - B. **TERMS:**
 - (1): **Earnest Money.** The sum of One Thousand Dollars (\$1,000.00) (the "Earnest Money") shall be paid by the Buyer to the Seller, receipt of which is hereby acknowledged by the Seller.
 - (2): **Balance Due Seller.** The Buyer agrees to pay by check or electronic transfer of funds on the date of closing on the Property (the "Closing Date") any remaining balance of the Purchase Price due to the Seller according to the terms of this Agreement.
 - (3): **Deed/Marketable Title.** Subject to performance by the Buyer, the Seller agrees to execute and deliver a Personal Representative's Deed conveying marketable title to the Property to the Buyer, subject only to the following exceptions:
 - a. Building and zoning laws, ordinances, state, and federal regulations.
 - b. Reservation of minerals or mineral rights to the State of Minnesota, if any.
 - c. Public utility and drainage easements of record which will not interfere with the Buyer's intended use of the Property.

(4): **Documents to Be Delivered at Closing by the Seller.** In addition to the Personal Representative's Deed required at paragraph 2B(3) above, the Seller shall deliver to the Buyer:

- a. Standard form Affidavit of Seller.
- b. A "bring-down" certificate, certifying that all of the warranties made by the Seller in this Agreement remain true as of the Closing Date.
- c. Certificate that the Seller is not a foreign national.
- d. Well disclosure certification, if required, or, if there is no well on the Property, the Personal Representative's Deed given pursuant to paragraph 2B(3) above must include the following statement: "The Seller certifies that the Seller does not know of any wells on the described real property."

The Seller agrees to have all wells located on the Property, which are not in use, sealed by a licensed well contractor at the Seller's expense prior to closing. If the circumstances prohibit locating and sealing wells prior to closing, the Seller agrees to escrow funds on the Closing Date for the purpose of locating and sealing wells.

- e. Methamphetamine Disclosure Certificate.
- f. Any other documents reasonably required by the Buyer's title insurance company or attorney to evidence that title to the Property is marketable and that the Seller has complied with the terms of this Agreement.

3. **Contingencies.** The Buyer's obligation to buy is contingent upon the following:

- a. The Buyer's determination of marketable title pursuant to paragraph 4 of this Agreement;
- b. Approval of this Agreement by the Buyer's Board.

The Buyer shall have until the Closing Date to remove the foregoing contingencies. The contingency at a. is solely for the benefit of the Buyer and may be waived by the Buyer. The contingency at b. may not be waived by either party. If the Buyer or its attorney gives written notice to the Seller that the contingencies at a., and b. are duly satisfied or waived, the Buyer and the Seller shall proceed to close the transaction as contemplated herein.

If one or more of the Buyer's or the Seller's contingencies is not satisfied, or is not satisfied on time, and is not waived, this Agreement shall thereupon be void at the written option of the Buyer and the

Seller shall return the Earnest Money to the Buyer, and the Buyer and the Seller shall execute and deliver to each other a termination of this Agreement. As a contingent Agreement, the termination of this Agreement is not required pursuant to Minnesota Statutes, Section 559.21, et. seq.

4. **Title Examination/Curing Title Defects.** As soon as reasonably possible after execution of this Agreement by both parties:

(a) The Seller shall surrender any abstract of title, certificate of title, or a copy of any owner’s title insurance policy for the Property, if in the Seller’s possession or control, to the Buyer or to the Buyer’s designated title service provider; and

(b) The Buyer shall obtain the title evidence determined necessary or desirable by the Buyer.

The Buyer shall have 20 days from the date it receives such title evidence and a fully executed Purchase Agreement to raise in writing any objections to title it may have. Objections not made within such time will be deemed waived. The Seller shall have 30 days from the date of such objection to affect a cure; provided, however, that the Seller shall have no obligation to cure any objections, and may inform the Buyer in writing of such. The Buyer may then elect to close notwithstanding the uncured objections or declare this Agreement null and void, and the parties will thereby be released from any further obligation hereunder.

5. **Environmental Warranty.** The Seller warrants that the Property has not been used for production, storage, deposit, or disposal of any toxic or hazardous waste or substance, petroleum product, or asbestos product during the period of time the Seller has owned the Property. The Seller further warrants that the Seller has no knowledge or information of any fact which would indicate the Property was used for production, storage, deposit, or disposal of any toxic or hazardous waste or substance, petroleum product, or asbestos product prior to the date the Seller purchased the Property.

6. **Real Estate Taxes and Special Assessments.** Real estate taxes payable in the year of closing will be prorated between the Buyer and the Seller as of the Closing Date. The Seller shall pay all real estate taxes payable in previous years. The Seller agrees to pay all assessments levied or pending prior to the Closing Date (including, but not limited to, delinquent water or sewer bills, waste management fees, etc.), including those charges levied, pending, or certified to taxes payable in the year of closing. If closing occurs prior to the date the amount of real estate taxes due in the year of closing are available from Anoka County, the current year’s taxes will be prorated based on the amount due in the prior year.

7. **Closing Date.** The Closing Date will be on or before September 30th, 2023. Delivery of all papers and the closing shall be made at the offices of Buyer, 590 40th Avenue NE, Columbia Heights, or at such other location as is mutually agreed upon by the parties. All deliveries and notices to the Buyer shall be made to the above address and marked to the attention of the Community Development Coordinator.

8. **Possession/Utilities/Removal of Property/Escrow.**

(a) **Possession.** The Seller agrees to deliver possession of the Property not later than the Closing Date.

(b) **Utilities.** City water and sewer charges, electricity and natural gas charges, fuel oil and liquid petroleum gas shall be pro-rated between the parties as of the Closing Date. The Seller shall arrange for final readings as of the Closing Date.

(c) **Personal Property and Debris.** The property is being sold as is.

9. **Seller's Warranties.** The Seller hereby represents and warrants to the Buyer as of the Closing Date that:

(a) **Title.** The Seller has good, indefeasible, and marketable fee simple title to the Property.

(b) **Condemnation.** There is no pending or, to the actual knowledge of the Seller, threatened condemnation or similar proceeding affecting the Property or any portion thereof, and the Seller has no actual knowledge that any such action is contemplated.

(c) **Defects.** The Seller is not aware of any latent or patent defects in the Property, such as sinkholes, weak soils, unrecorded easements, or restrictions.

(d) **Legal Compliance.** The Seller has complied with all applicable laws, ordinances, regulations, statutes, rules, and restrictions pertaining to and affecting the Property and the Seller shall continue to comply with such laws, ordinances, regulations, statutes, rules, and restrictions.

(e) **Legal Capacity.** The Seller has the legal capacity to enter into this Agreement. The Seller has not filed, voluntarily or involuntarily, for bankruptcy relief within the last year under the United States Bankruptcy Code, nor has any petition for bankruptcy or receivership been filed against the Seller within the last year.

(f) **Sewer and Water.** The Seller warrants that the Property is connected to City sewer and City water.

(g) **Mechanics' Liens.** The Seller warrants that, prior to the closing, the Seller shall pay in full all amounts due for labor, materials, machinery, fixtures, or tools furnished within the 120 days immediately preceding the closing in connection with construction, alteration, or repair of any structure upon or improvement to the Property.

(h) **Legal Proceedings.** There are no legal actions, suits, or other legal or administrative proceedings, pending or threatened, that affect the Property or any portion thereof; and the Seller has no knowledge that any such action is presently contemplated.

(i) **Leases.** The Seller represents that there are no third parties in possession of the Property, or any part thereof; and that there are no other leases, oral or written affecting the Property or any part thereof.

(j) **Foreign Status.** The Seller is not “foreign persons” as such term is defined in the Internal Revenue Code.

(k) **Methamphetamine Production.** To the best of the Seller’s knowledge, methamphetamine production has not occurred on the Property.

(l) **Refuse and Hazardous Materials.** The Seller has not performed and has no actual knowledge of any excavation, dumping, or burial of any refuse materials or debris of any nature whatsoever on the Property. To the Seller’s best actual knowledge and belief, there are no “Hazardous Materials” (as hereinafter defined) on the Property that would subject the Buyer to any liability under either federal or state laws, including, but not limited to, the disposal of any foreign objects or materials upon or in the Property, lawful or otherwise. Without limiting the generality of the foregoing, the Seller represents and warrants to the Buyer that, to the Seller’s best actual knowledge and belief:

1. The Property is not now and has never been used to generate, manufacture, refine, transport, treat, store, handle, dispose, transfer, produce, process, or in any manner deal with Hazardous Materials;
2. No Hazardous Materials have ever been installed, placed, or in any manner handled or dealt with on the Property;
3. There are no underground or aboveground storage tanks on the Property;
4. Neither the Seller nor any prior owner of the Property or any tenant, subtenant, occupant, prior tenant, prior subtenant, prior occupant, or person (collectively, “Occupant”) have received any notice or advice from any governmental agency or any other Occupant with regard to Hazardous Materials on, from, or affecting the Property.

The term “**Hazardous Materials**” as used herein includes, without limitation, gasoline, petroleum products, explosives, radioactive materials, hazardous materials, hazardous wastes, hazardous or toxic substances, polychlorinated biphenyls or related or similar materials, asbestos or any material containing asbestos, or any other substance or material as may be defined as a hazardous or toxic substance by any federal, state, or local environmental law, ordinance, rule, or regulation including, without limitation, the Comprehensive Environmental Response, Compensation, and Liability Act of 1980, as amended (42 U.S.C. Section 9601, et seq.), the Hazardous Materials Transportation Act, as amended (42 U.S.C. Section 1801, et seq.), the Resource Conservation and Recovery Act, as amended (42 U.S.C. Section 1251, et seq.), the Clean Air Act, as amended (42 U.S.C. Section 7401, et seq.) and in the regulations adopted and publications promulgated pursuant thereto.

The Seller's representations and warranties set forth in this Section shall be continuing and are deemed to be material to the Buyer's execution of this Agreement and the Buyer's performance of its obligations hereunder. All such representations and warranties shall be true and correct on and as of the Closing Date with the same force and effect as if made at that time; and all of such representations and warranties shall survive the closing and any cancellation or termination of this Agreement, and shall not be affected by any investigation, verification or approval by any party hereto or by anyone on behalf of any party hereto. The Seller agrees to defend, indemnify, and hold the Buyer harmless for, from, and against any loss, costs, damages, expenses, obligations, and attorneys' fees incurred should an assertion, claim, demand, action, or cause of action be instituted, made, or taken, which is contrary to or inconsistent with the representations or warranties contained herein.

9. **Closing Costs/Recording Fees/Deed Tax.** The Buyer will pay: (a) title insurance premium costs; (b) the recording fee for the deed transferring title to the Buyer; (c) any transfer taxes, recording fees and Well Disclosure fees required to enable the Buyer to record its deed from the Seller under this Agreement; and (d) one-half of the closing fee charged by the title insurance or other closing agent, if any, utilized to close the transaction contemplated by this Agreement. The Seller will pay: (a) any transfer or deed taxes due and payable in the year of closing on and after the Closing Date; (b) any fees and charges related to the filing of any instrument required to make title marketable; (c) the cost of the title insurance commitment and any title searches and examination fees; and (d) one-half of the closing fee charged by the title insurance or other closing agent, if any, utilized to close the transaction contemplated by this Agreement. Each party shall pay its own attorney fees.

10. **Relocation Benefits; Indemnification.** The Seller acknowledges that the Seller is being displaced from the Property as a result of the transaction contemplated by this Purchase Agreement and that the Seller may be eligible for relocation assistance and benefits and that the Purchase Price includes compensation for any and all relocation assistance and benefits for which the Seller may be eligible and the Seller agrees to waive any and all further relocation assistance benefits. The provisions of this paragraph shall survive closing of the transaction contemplated by this Agreement.

11. **Risk of Loss.** If there is any loss or damage to the Property between the date hereof and the Closing Date, for any reason including fire, vandalism, flood, earthquake, or act of God, the risk of loss shall be on the Seller. If the Property is destroyed or substantially damaged before the Closing Date, this Agreement may become null and void, at the Buyer's option. At the request of the Buyer, the Seller agrees to sign a cancellation of this Agreement.

12. **Default/Remedies.** If the Buyer defaults in any of the covenants herein, the Seller may terminate this Agreement, and on such termination all payments made hereunder shall be retained by the Seller as liquidated damages, time being of the essence. This provision shall not deprive either party of the right to enforce specific performance of this Agreement, provided this Agreement has not terminated and action to enforce specific performance is commenced within six months after such right of action arises. In the event the Buyer defaults in its performance of the terms of this Agreement and Notice of Cancellation is served upon Buyer pursuant to Minn. Stat. Section 559.21, the termination period shall be thirty (30) days as permitted by Minn. Stat., Section 559.21, subd. 4.

13. **Notice.** Any notice, demand, request, or other communication which may or shall be given or served by the parties, shall be deemed to have been given or served on the date the same is personally served upon one of the following indicated recipients for notices or is deposited in the United States Mail, registered or certified, return receipt requested, postage prepaid and addressed as follows:

- SELLER: Personal Representative
The Estate of Pauline Shold
Blaine Shold
Blaine Charles Shold
- BUYER: Columbia Heights Economic Development Authority
Attn: Executive Director
590 40th Ave NE
Columbia Heights, MN 55421
- AGENT: Kennedy & Graven, Chartered
ATTN: Sarah Sonsalla
Fifth Street Towers, Suite 700
150 South Fifth Street
Minneapolis, MN 55402

Notice may also be made by email or other electronic transmission provided that the recipient of such notice has acknowledged receipt. Any party may change its address for the service of notice by giving notice of such change in accordance with this paragraph.

14. **Entire Agreement.** This Agreement, Exhibits, and other amendments signed by the parties, shall constitute the entire Agreement between the Seller and the Buyer, and supersedes any other written or oral agreements between the parties relating to the Property. This Agreement can be modified only in a writing properly signed by both the Seller and the Buyer.

15. **Commissions.** Both the Buyer and the Seller represent and warrant to the other that they have not entered into a contract with any real estate broker, finder, or other person entitled to a commission, finder's fee, or similar from the transaction contemplated by this Agreement. Each party agrees to indemnify, defend, and hold harmless the other party against any claim made by any broker, finder, or other person for a commission or fee based on alleged acts or agreements with the indemnifying party.

16. **Controlling Law.** This Agreement has been made under the substantive laws of the State of Minnesota, and such laws shall control its interpretation.

17. **Survival.** Notwithstanding any other provisions of law or court decision to the contrary, the provisions of this Agreement shall survive closing.

18. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which will, for all purposes, be deemed to be an original, and all of which are identical. This Agreement may be further evidenced by electronic signature pages.

20. **Binding Effect.** This Agreement binds and benefits the parties and their heirs, successors and assigns.

IN WITNESS WHEREOF, the undersigned have executed this Agreement on the date and year above.

BUYER:

Columbia Heights Economic Development Authority

By: Marlaine Zwick

Its: President

By: Ken Jensen

Its: Executive Director

SELLER:

The Estate of Pauline Shold

By: Blaine Shold

Its: Personal Representative

EXHIBIT A

Legal Description of the Property

The East 52 feet of the West 97 feet of the South Half of Lot 33, Block 1, Reservoir Hills, according to the recorded plat thereof, County of Anoka, State of Minnesota.

Anoka County Parcel Viewer

Item 3.



Parcel Information:

36-30-24-22-0050
941 44TH AVE NE
COLUMBIA HEIGHTS
MN 55421
Plat: RESERVOIR HILLS

Approx. Acres: 0.16
Commissioner: MANDY MEISNER

Owner Information:

SHOLD PAULINE
941 44TH AVE NE
COLUMBIA HGTS
MN
55421





AGENDA SECTION	BUSINESS ITEMS
MEETING DATE	08/07/2023

ITEM:	Façade Improvement Grant Report EZ Exchange, 4931 Central Ave	
DEPARTMENT:	Community Development	BY/DATE: Mitchell Forney 8/1/23

BACKGROUND:

This report pertains to EZ Exchange’s 2023 Façade Improvement Grant application for their new location at 4931 Central Ave NE. The check cashing business seeks to add a sign to their storefront and has obtained two bids, with the lowest being \$6,311.53. As this cost, EZ Exchange is eligible for reimbursement of \$3,115.77, Community Development Staff recommends funding the project in full. The addition of EZ Exchange will bring increased foot traffic to the area and benefit other nearby businesses. Renderings of the proposed sign and bids are included in the attached application.

Regarding site cameras, staff will confirm EZ Exchange’s commitment to installing cameras. Thus far in 2023 the city has approved \$8,089 over 2 Façade improvement applications. Leaving \$41,911 available for future applications and cameras.

RECOMMENDED MOTION(S):
MOTION: Move to waive the reading of Resolution 2023-20, there being ample copies available to the public.
MOTION: Move to adopt Resolution 2023-20, 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 EZ Exchange.

ATTACHMENT(S):

1. Resolution 2023-20
2. Sample Façade Improvement Grant Agreement
3. EZ Exchange Application

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 EZ EXCHANGE

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 EZ Exchange
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

Adopted this 7th day of August, 2023

Offered by:
Seconded by:
Roll Call:

President

Attest:

Secretary

FAÇADE IMPROVEMENT GRANT AGREEMENT

THIS FAÇADE IMPROVEMENT GRANT AGREEMENT (“**Agreement**”), dated this _____ day of August, 2023 (the “**Effective Date**”), is entered into by and between EZ Exchange a Minnesota Corporation (the “**Grantee**”), and the Columbia Heights Economic Development Authority (the “**EDA**”).

RECITALS

WHEREAS, Grantee is a tenant at certain Property located at 4931 Central Ave NE in the City of Columbia Heights (the “**City**”), Anoka County, Minnesota, and legally described in Exhibit A hereto (the “**Property**”);

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

WHEREAS, as part of the Program, the EDA has proposed to make grants of money in the maximum amount of \$5,000.00 per parcel of real property, to property owners, tenants, or nonprofit organizations, in order to revitalize, rehabilitate, and restore exterior store fronts within the Central Business District in the City (the “**CBD**”), increase business vitality and economic performance in the CBD, and in certain instances, to provide monitored surveillance within the CBD; and

WHEREAS, Grantee desires to participate in the Program, on the terms and conditions set forth below.

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

1. Property Improvements: Grantee agrees to complete the improvements at the Property that are identified on Exhibit B attached hereto (the “**Improvements**”), subject to the following terms and conditions:
 - a. If requested by the EDA, Grantee shall provide plans and specifications to the EDA, detailing the Improvements to be constructed (the “**Plans**”). If Grantee wishes to revise the Plans, Grantee must submit the revised Plans to the EDA at the address provided herein. The EDA shall give written notice of its approval or disapproval of the revisions to the Plans, and if the EDA does not give such written approval or disapproval within ten (10) business days after receipt of Grantee’s revised Plans, the EDA shall be deemed to have approved the revisions to the Plans.
 - b. The Improvement shall be constructed consistently with the Plans, as the same may be revised pursuant to Section 1(a) herein. The cost to complete

construction of the Improvements shall be defined as the “**Improvement Costs.**” The Improvements shall be completed in a first-class manner, consistent with the Plans, if any, and in compliance with all applicable laws, rules, and regulations. Grantee shall obtain all required permits and approvals from the City and any other governing authority with jurisdiction over the Property related to the construction of the Improvements. The out-of-pocket costs for such permitting and approvals shall be the responsibility of Grantee, provided the same shall be included in the definition of “Improvement Costs,” and subject to the provisions of Section 2 of this Agreement.

- c. Grantee agrees to commence the Improvements within sixty (60) days following the Effective Date, and to complete the Improvements within six (6) months following the issuance of all necessary building permits, but in no event later than eight (8) months following the Effective Date.
2. Payment of Grant Funds: Grantee shall be responsible for making initial payment to all contractors involved in the construction of the Improvements. Upon final completion of the Improvements, Grantee shall make a written request to the EDA for reimbursement of one-half (1/2) of the actual Improvement Costs incurred by Grantee, but in no event shall the reimbursement exceed Five Thousand Dollars (\$5,000.00). The written request shall include:
- a. Proof of final inspection of the Improvements by the City building inspector;
 - b. Before and after photographs of the Property, reflecting the Improvements made (as well as follow-up transmission of electronic files of such photographs), and reflecting that the Improvements were completed consistently with any approved Plans;
 - c. A copy of the final invoice(s) received from the contractor(s) who completed the Improvements; and
 - d. Proof of payment of invoice(s) that comprised the Improvement Costs.

Following Grantee’s written request for reimbursement, Grantee shall cooperate with the EDA in delivering to the EDA such follow-up information as is reasonably requested by the EDA in order to review the Improvements and Improvement Costs reimbursement request. Within twenty-one (21) days following receipt of Grantee’s written request for reimbursement of Improvement Costs, the EDA shall: (i) make payment of the reimbursement, (ii) send Grantee written explanation of such other items of information as are needed by the EDA to evaluate the reimbursement request, or (iii) send Grantee written explanation of the EDA’s reasons for denial of repayment of any of Grantee’s requested reimbursement.

3. Liability for Improvements: Neither the City nor the EDA shall in any event be liable to the Grantee, nor to any of its agents, employees, guests or invitees at the Property for, and the Grantee shall indemnify, save, defend, and hold harmless the City and the EDA from, any claims or causes of action, including attorney’s fees incurred by the City or the EDA, arising from defect or claimed defect of any of the Improvements,

or arising from any action of the City or the EDA under this Agreement. This section shall survive the termination or expiration of this Agreement.

- 4. Written Notice: Wherever any notice is required or permitted hereunder, such notice shall be in writing. Any notice or document required or permitted to be delivered hereunder shall be deemed to be delivered when actually received by the designated addressee or regardless of whether actually received or not, when deposited in the United States Mail, postage prepaid, certified mail, return receipt requested, addressed to the parties hereto at their respective addresses, as set forth below, or at such other address as they may subsequently specify by written notice.

<u>If to the EDA:</u> Columbia Heights EDA Community Development Department 590 40 th Avenue N.E. Columbia Heights, MN 55421	<u>If to Grantee:</u> EZ Exchange Inc Attn: Daniel Robles 4931 Central Ave NE Columbia Heights, MN 55421
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- 5. Captions; Choice of Law; Etc. The paragraph headings or captions appearing in this Agreement are for convenience only, are not a part of this Agreement, and are not to be considered in interpreting this Agreement. This Agreement constitutes the complete agreement between the parties and supersedes any prior oral or written agreements between the parties regarding the subject matter contained herein. There are no verbal agreements that change this Agreement. This Agreement binds and benefits the parties hereto and their successors and assigns. This Agreement has been made under the laws of the State of Minnesota, and such laws will control its interpretation.

[Signatures to Appear on Following Page]

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

GRANTEE:

EZ Exchange
A Corporation

By: _____

Name: _____

Its: _____

Date: _____

EDA:

COLUMBIA HEIGHTS ECONOMIC
DEVELOPMENT AUTHORITY

By: _____

Name: _____

Its: _____

Date: _____

EXHIBIT A

LEGAL DESCRIPTION OF PROPERTY

UNIT 4931, THAT PRT OF E 165 FT OF W 215 FT OF LOT 9 AUDITORS SUBDIVISION
NO 153 LYG N OF LINE PRL/W & 83.33 FT N OF S LINE OF SD LOT 9 & LYG S OF
LINE PRL/W S LINE OF SD LOT BEG AT PT 30 FT E OF ELY R/W LINE OF T H NO 65
& 115 FT S OF SLY LINE OF 50TH AVE NE

EXHIBIT B**PROPERTY IMPROVEMENTS SUBJECT TO 50% REIMBURSEMENT**

This attachment contains a summary of the project identified in the application for the Façade Improvement Grant Program. The Summary reflects the Grantee's proposed project as approved by the EDA on August 7th, 2023 and may reflect minor changes to the total cost and minor changes in the proposed project that occurred subsequent to application submission. The application is incorporated into this grant agreement by reference and is made a part of this grant agreement as follows. If the application or any provision in this application conflicts with or is inconsistent with other provisions of this agreement or the project summary contained in this Attachment B, the terms and descriptions contained in this grant agreement and the project summary shall prevail.

Project summary: Build and install a new sign and logo \$6,312

THE CITY OF COLUMBIA HEIGHTS

FACADE IMPROVEMENT GRANT PROGRAM

COMMUNITY DEVELOPMENT

FOR OFFICE USE ONLY:

DATE RECEIVED: 7/31/20	AMOUNT REQUESTED:
DATE REVIEWED: \$ 3,115.77	TAX ID NUMBER:

PROPERTY OWNER INFORMATION Check if Applicant

Name: Abdala Tobosi Year Purchased: _____
 Address: 4931 - 4933 Central Ave NE.
 Telephone: 612-865-3185 Email Address: _____

BUSINESS INFORMATION Check if Applicant

Business Name: E2 Exchange Inc
 Primary Contact: Daniel Robles
 Address: 4931 Central Ave. NE, Columbia Heights, MN 55421
 Telephone: 815-582-9777 Email Address: danrobles79@gmail.com
 Type of Business: Cash checking

Check the appropriate type of ownership:

- The business owns the property The business leases the property

PROPOSED IMPROVEMENTS

Describe the Storefront Façade Improvements:

Illuminated Channel letter sign similar to neighbors in same shopping center

Describe any other improvements, if applicable:

Estimated Cost of Improvements: \$6311.53

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

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

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

APPLICATION PROCESS

1. The following documents must accompany a completed application:

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

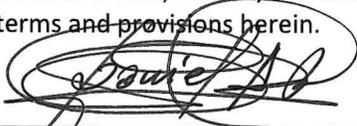
2. Process after application submission:

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

APPLICANT ACKNOWLEDGEMENTS

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

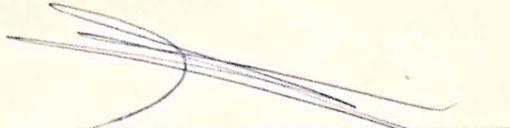
The undersigned, a duly authorized representative of the Applicant, hereby certifies that the foregoing information is true, correct, and complete as of the date hereof and agrees that the Applicant shall be bound by the terms and provisions herein.



APPLICANT'S SIGNATURE

07/17/23

DATE


PROPERTY OWNER'S SIGNATURE

7/30/23
DATE

PROGRAM OVERVIEW

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

ELIGIBLE APPLICANTS

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

ELIGIBLE FAÇADE IMPROVEMENTS

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

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

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

EXTERIOR SURVEILLANCE SYSTEM IMPROVEMENTS

The CHPD shall review all Grant Program applications submitted to determine if the installation of an exterior surveillance system is warranted. If it is determined that an exterior surveillance system is warranted, the applicant will then be required to enter into a Lease Agreement with the EDA. The Lease Agreement will allow the EDA to (1) install security cameras on the exterior of the primary structure; (2) install recording equipment

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

Cameras:

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

Network Video Recorder:

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

APPLICATION PROCESS

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

ADDITIONAL INFORMATION

Required Application Materials:

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

DESIGN GUIDELINES

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

FAÇADE IMPROVEMENTS ENCOURAGED

Windows & Doors:

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

Historical Preservation:

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

Structure & Materials:

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

Painting & Lighting:

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

Awnings/Signage:

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

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

Signs:

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

FAÇADE IMPROVEMENTS PROHIBITED

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



Item 4.



printbms.com

2323 37th Ave NE, Columbia Heights, MN 55411
info@printbms.com • 612-545-6636

Quote #
0000

EZ EXCHANGE

Minneapolis, MN

Project Manager:
A

Drawn by:
Julian

Drawing Date: 00/00/23
Rev1 Date:
Rev2 Date:

Sign type

Face color(s): TBD
Return Color: TBD
Face Material: TBD
Base Material: TBD
Base Colors: TBD

NOTICE

ALL SIGNS MANUFACTURED FOR 120V ELECTRICAL SERVICE UNLESS OTHERWISE NOTED

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Due to the limitations of the printing process, the colors shown may not reflect actual colors.



SCALING APPROXIMATE



061 GREEN



031 RED



WHITE



PLEASE NOTE: Photo rendering for illustration purposes only. Appearance may vary from actual finished product.

BMS Signs & Printing
 3125 84th Lane NE Blaine, MN 55449
 info@printbms.com
 (612) 545-6636

http://www.printbms.com



Quote 7478

Illuminated Channel Letter Sign

QUOTE DATE
07/05/2023

QUOTE EXPIRY DATE
08/04/2023

TERMS
50/50

ORDERED BY
EZ Exchange
4933 Central Avenue Northeast
Columbia Heights, MN 55421

INSTALL ADDRESS
4933 Central Avenue Northeast
Columbia Heights, MN 55421

CONTACT INFO
Daniel Robles
danrobles79@gmail.com
(815) 582-9777

#	ITEM	QTY	UOM	U.PRICE	TOTAL (EXCL. TAX)	TAXABLE
1	Illuminated Channel Letter Sign Illuminated Channel Letter 14.3-Foot Illuminated Channel Letter Sign 172" x 37.2" Raceway-mounted Illuminated Channel Letter 23.2" H Letters Logo 49.1" w x 37.2" h 5" Black aluminum returns 1" Black aluminum trim, vinyl and acrylic faces Premium .8w internal LED illumination.	1	Unit	\$4,475.00	\$4,475.00	Y
2	Sign Installation (Exterior) Supply all the labor and equipment necessary to install the sign(s) described above. Installation Service generally includes 1-2 professional installers with lift truck. 3 hour minimum, including travel time.	1	Each	\$950.00	\$950.00	Y
3	Sign Permit Procurement Fee Fee covers the cost to prepare all the necessary documentation required to process the permits for the sign(s) listed above. Fee does <i>not</i> cover the final permit fees charged by the city, which will be added to the final invoice at cost.	1	Each	\$150.00	\$150.00	N
4	Final Electrical (Optional Service*) Final electrical includes hooking up sign to existing 120v junction box or sign wire which has been set up within 3 feet of sign location prior to day of installation. The cost of any additional electrical work will be added to the final invoice. *If customer chooses to supply his or her own electrician to complete the final electrical, this fee will be dropped from the final invoice.	1	Each	\$350.00	\$350.00	N

This handcrafted quote is based on specific information you've given us and is valid for 30 days.

When you approve this quote, you are agreeing to pay 100% of the quoted price. We require a 50% deposit to begin work on your project. Once we receive your deposit, we'll schedule your project and email you an estimated completion date. The remaining balance is due upon completion of your order.

Need to make changes?

No problem - but please realize changes to quantity or specifications will affect your price. We will provide you with an updated quote based on the changes.

Subtotal:	\$5,925.00
Sales Tax (7.125%):	\$386.53
Total:	\$6,311.53

Downpayment (50.0 %)

\$3,155.77

DATE:



Item 4.

ESTIMATE

751

Signs by RSG
763-753-7571

Bill To:
ez exchange

Date: Jul 8, 2023
Payment Terms: 75/25
PO Number: EZECHANGE
Balance Due: \$7,718.00

Item	Quantity	Rate	Amount
Illuminated Channel Letter 14 Foot Illuminated Channel Letter Sign White LED illumination.	1	\$6,279.00	\$6,279.00
Installation	1	\$1,189.00	\$1,189.00
Sign permit	1	\$250.00	\$250.00

Subtotal: \$7,718.00
Tax (0%): \$0.00
Total: \$7,718.00



AGENDA SECTION	BUSINESS ITEMS
MEETING DATE	08/07/2023

ITEM:	Economic Development Authority Commission Member Recognition and Appointment	
DEPARTMENT:	Community Development	BY/DATE: Mitchell Forney, 8/1/2023

BACKGROUND:

Recently the Economic Development Authority lost long-time member Gerry Herringer. Staff wanted to have a brief conversation regarding recognizing the many years that Commissioner Herringer dedicated to the public service of Columbia Heights Residents. Staff have some starting points but would like to have an open discussion with the members of the commission.

Due to the vacancy created by the passing of commission member Herringer, Community Development Staff, with the help of the City Clerk, wanted to bring forth the steps moving forward. Since the term of both at-large commission members ends in 2023, staff will be discussing both positions. At large members serve 6-year terms and both commission members Herringer and Szurek were sworn into their roles in 2018. This means that both positions are up for re-appointment at the end of this year.

Concerning the vacant seat, the Council has two possible courses of action. The first would be to interview and approve a candidate as soon as possible to fill the remainder of Commissioner Herringer’s vacated term, which would end this December. The second option is to conduct the interview and appointment process for the vacated seat concurrent with the other at-large seat and fill both at-large positions on January 1st 2024. Staff recommend the second option, as being down one seat should not hinder the EDA in accomplishing any of its goals before the end of the year. For both positions, the appointment process would be held in line with other commission positions. The Youth Commission, and EDA positions will begin accepting applications in September. The application deadline will be September 22nd with the expectation that commission interviews will be conducted near the end of September or the beginning of October. The next term begins on January 1st, 2024. There are no service limits for the EDA, so current commission members can be reappointed through the appointment process. This item would technically fall under the City Council purview but since the topic is closely related to the recognition of commission member Herringer, staff thought it best to be discussed at the same time.

ATTACHMENTS:

- Board Appointment Code Language

§ 3.310 ECONOMIC DEVELOPMENT AUTHORITY.

(A) *Enabling authority.*

(1) The Columbia Heights Economic Development Authority (CHEDA) is hereby established.

(2) The board of commissioners of the CHEDA shall consist of seven members, at least two but no more than five of whom must be members of the City Council. **The members shall be appointed by the Mayor with approval of the City Council.**

(3) Commissioners shall be appointed for initial terms of one, two, three, four and five years respectively, and two members for six years. Thereafter **all commissioners shall be appointed for six- year terms.** Notwithstanding the above provisions, the term of any commissioner who is a member of the City Council shall coincide with that member's term of office as a City Council member.

(4) **A vacancy is created in the membership of the CHEDA when a City Council member of the board of commissioners ends Council membership. A vacancy for this or any other reason must be filled for a new term or the balance of the expired term, as the case may be, in the manner in which the original appointment was made.**

(5) The following limits apply to the CHEDA and its operation:

(a) The sale of bonds or other obligations of the CHEDA must be approved by the City Council.

(b) The CHEDA must follow the budget process for city departments in accordance with city policies, ordinances and resolutions and the City Charter.

(c) Development and redevelopment actions of the CHEDA must be in conformance with the city comprehensive plan and official controls implementing the comprehensive plan.

(d) The CHEDA must submit its plans for development and redevelopment to the City Council for approval in accordance with city planning procedures and laws.

(e) The CHEDA shall not hire permanent or temporary employees without prior approval by the City Council.

(f) The administrative structure and management practices and policies of the CHEDA must be approved by the City Council.

(6) As provided in the Act it is the intention of the City Council that nothing in this section nor any activities of the CHEDA are to be construed to impair the obligations of the city or the Housing and Redevelopment Authority in and for the city under any of their contracts or to affect in any detrimental manner the rights and privileges of a holder of a bond or other obligation heretofore issued by the city or the HRA.

(B) *Implementation.*

(1) The City Council will from time to time and at the appropriate time adopt such ordinances and resolutions as are required and permitted by the Act to give full effect to this section.

(2) The Mayor, the Manager and other appropriate city officials are authorized and directed to take the actions and execute and deliver the documents necessary to give full effect to this section.

(3) Nothing in this section is intended to prevent the city from modifying this section to impose new or different limitations on the CHEDA as authorized by the Act.

(C) *EDA powers.*

(1) Except as limited by this section or the enabling resolution, as either may be amended from time to time, the EDA may exercise all the powers under the EDA Act, including, but not limited to, the following:

(a) All powers under the HRA Act other than those allocated to the HRA under this section.

(b) All powers of a city under M.S. §§ 469.124 to 469.134, as they may be amended from time to time.

(c) All powers and duties of a redevelopment agency under M.S. §§ 469.152 to 469.165, as they may be amended from time to time, for a purpose in the HRA Act or the EDA Act, and all powers and duties in the HRA Act and EDA Act for a purpose in M.S. §§ 469.152 to 469.165, as they may be amended from time to time.

(d) The authority to acquire property, exercise the right of eminent domain; make contracts for the purpose of redevelopment and economic development; serve as a limited partner in a partnership whose purpose is consistent with the CHEDA's purpose; buy supplies and materials needed to carry out development within the EDA Act; and operate and maintain public parking facilities.

(e) The authority to issue bonds in accordance with the EDA Act and the HRA Act.

(f) The authority to levy special benefit taxes in accordance with Section 469.033, subdivision 6 of the HRA Act in order to pay or finance public redevelopment costs (as defined in the HRA Act), subject to approval by the City Council in accordance with Section 469.033, subdivision 6.

(g) All powers under M.S. §§ 469.174 to 469.179, as they may be amended from time to time, including without limitation the power to establish a housing district as defined in M.S. § 469.174, subd. 11, as it may be amended from time to time.

(2) CHEDA may not exercise powers under the HRA Act that are allocated to the HRA under this section; provided, however, that nothing in this section will be construed to limit CHEDA's powers to carry out any redevelopment project that includes housing for low and moderate income persons that is owned and operated by non-governmental parties.

(Res. 96-01, passed 1-8-96; Am. Ord. 1442, passed 10-22-01; Am. Ord. 1664, passed 2-22-21)