



CITY COUNCIL MEETING
City Hall—Council Chambers, 3989 Central Ave NE
Monday, August 28, 2023
6:00 PM

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

AGENDA

ATTENDANCE INFORMATION FOR THE PUBLIC

Members of the public who wish to attend may do so in-person, by calling 1-312-626-6799 and entering meeting ID **856 5504 4384** or by Zoom at <https://us02web.zoom.us/j/85655044384>. For questions please call the Administration Department at 763-706-3610.

WELCOME/CALL TO ORDER/ROLL CALL

MISSION STATEMENT

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

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

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

PROCLAMATIONS, PRESENTATIONS, RECOGNITION, ANNOUNCEMENTS, GUESTS

- A. Constitution Week Proclamation.**
- B. Hispanic Heritage Month Proclamation.**
- C. Suicide Prevention Month Proclamation.**

CONSENT AGENDA

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

MOTION: Move to approve the Consent Agenda as presented.

- 1. Approve the August 7, 2023 City Council Work Session Meeting Minutes.**
MOTION: Move to approve the August 7, 2023 City Council Work Session meeting minutes.
- 2. Approve the August 14, 2023 City Council Meeting Minutes.**
MOTION: Move to approve the August 14, 2023 City Council Meeting minutes.

- 3. Approval of Premises Permit Application for Columbia Heights Athletic Boosters to Conduct Charitable Gambling at Jimmy’s Pro Billiards, 4040 Central Avenue NE.**
MOTION: Move to approve the Premises Permit application for the Columbia Heights Athletic Boosters to conduct legal gambling activities at Jimmy’s Pro Billiards, 4040 Central Avenue NE, and to direct the City Manager to sign the Premises Permit Application verifying the City’s approval.
- 4. Establish Date for 2023 Public Special Assessment Levy Hearing for 2023 Street Rehabilitation-37th Avenue, Project 2110, 37th Place, Project 2306, and 53rd Avenue, Projects 2007 and 2305**
MOTION: Move to establish Tuesday, October 3, 2023 at 6:00 p.m. as the Public Special Assessment Levy Hearing for City Projects 2110 and 2306 State Aid Street Rehabilitation, to be held in the City Council Chambers.
MOTION: Move to establish Tuesday, October 3, 2023 at 6:15 p.m. as the Public Special Assessment Levy Hearing for City Projects 2305 and 2007 State Aid Street Rehabilitation, to be held in the City Council Chambers.
MOTION: Move to establish Tuesday, October 3, 2023 at 6:30 p.m. as the Public Special Assessment Levy Hearing for Delinquent Accounts, to be held in the City Council Chambers.
- 5. Adopt Resolution 2023-45 Accepting Safe Streets for All (SS4A) Grant Agreement for Development of a Citywide Safety Action Plan.**
MOTION: Move to waive the reading of Resolution 2023-45, there being ample copies available to the public.
MOTION: Move to adopt Resolution 2023-45, being a resolution accepting SS4A grant funding in the amount of \$200,000, with a \$50,000 match from the City, from the Federal Highway Administration (FHWA) for development of a citywide safety action plan.
- 6. Approve Resolution 2023-46, Authorizing Acceptance of Predevelopment Grant Funds From Anoka County Regional Economic Development and Execution of Predevelopment Activities.**
MOTION: Move to waive the reading of Resolution 2023-46, there being ample copies available to the public.
MOTION: Move to adopt Resolution 2023-46, a resolution to accept up to \$15,000.00 in Predevelopment Grant funds from the Anoka County Regional Economic Development program and authorize the execution of the Grant Agreement development site.
- 7. Approval of Professional Services Agreement Between the City of Columbia Heights and Hoisington Kogler Group Inc.**
MOTION: Move to waive the reading of Resolution 2023-47, there being ample copies available to the public.
MOTION: Move to adopt Resolution 2023-47, a resolution approving Professional Services Agreement with HKGi for up to \$25,000.00 in funds from the City’s Planning and Inspections Fund 201 and authorize the execution of the agreement for the associated project costs.

8. Rental Occupancy Licenses for Approval

MOTION: Move to approve the items listed for rental housing license applications for August 28, 2023, in that they have met the requirements of the Property Maintenance Code.

9. License Agenda.

MOTION: Move to approve the items as listed on the business license agenda for August 28, 2023, as presented.

10. Review of Bills.

MOTION: Move that in accordance with Minnesota Statute 412.271, subd. 8 the City Council has reviewed the enclosed list to claims paid by check and by electronic funds transfer in the amount of \$1,402,091.32.

PUBLIC HEARINGS

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

11. Consideration of Resolution 2023-44, Revocation of the License to Operate Rental Units Within the city of Columbia Heights against the rental property at 4522 Tyler Street NE for failure to meet the requirements of the Residential Property Maintenance Codes.

MOTION: Move to close the public hearing and waive the reading of Resolution 2023-44, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2023-44, being a Resolution of the city council of the city of Columbia Heights approving revocation, pursuant to city code, of the rental license listed.

12. Appeal #1 of Rental License Revocation Resolution 2023-35 for 1000 Peters PI NE.

13. Appeal #2 of Rental License Revocation Resolution 2023-35 for 966-968 44 ½ Ave NE.

14. First Reading of Ordinance 1688, Prohibiting Smoking Within Parks and Amending the Definition of Public Place.

MOTION: Move to close the hearing and waive the reading of Ordinance No. 1688, there being ample copies available to the public.

MOTION: Move to set the second reading of Ordinance No. 1688, being an ordinance amending chapter 10 article II of the Columbia Heights city code to prohibit smoking within city parks and amending the Columbia Heights City Code to update the definition of public place, for September 11, 2023.

ITEMS FOR CONSIDERATION

Ordinances and Resolutions

Bid Considerations

New Business and Reports

15. School Resource Officer Discussion.

CITY COUNCIL AND ADMINISTRATIVE REPORTS

Report of the City Council

Report of the City Manager

COMMUNITY FORUM

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

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

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

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

When speaking, virtual attendees should turn their camera on.

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

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

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

ADJOURNMENT

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

COLUMBIA HEIGHTS

PROCLAMATION

Constitution Week: September 17 through September 23, 2023

WHEREAS, September 17, 2023, marks the two hundred and thirty-sixth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

WHEREAS, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

NOW, THEREFORE, be it resolved that I, Amáda Márquez Simula, Mayor of Columbia Heights, do hereby proclaim the week of September 17 through September 23 Constitution Week in the City of Columbia Heights, County of Anoka, State of Minnesota, U.S.A

Additionally I ask our citizens to reaffirm the ideals of the Framers of the constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

Amáda Márquez Simula, Mayor

August 28, 2023

COLUMBIA HEIGHTS

PROCLAMATION

Hispanic Heritage Month: September 15, 2023 – October 15, 2023

WHEREAS, The Latino community in Minnesota has a rich and diverse culture and is an integral part of the well-being, success, and history of Minnesota; and

WHEREAS, September 15 marks the anniversary of independence for several Latin American countries, including Costa Rica, El Salvador, Guatemala, Honduras, and Nicaragua. Mexico celebrates its independence on September 16 and Chile on September 18; and

WHEREAS, Latina, Latino, and Latine leaders across the state are important role models in many sectors, and their participation is vital to the social fabric of Minnesota. They are volunteers, nonprofit workers, business owners, and government employees who have worked in unity to support communities; and

WHEREAS, Essential workers from the Latino community have supported the economy of Minnesota throughout unprecedented crises, and their hard work and sacrifices are valued and recognized; and

WHEREAS, Since the early 1900s, members of the Latino community from diverse ancestries, including Indigenous and Afro-descendants, have become an important part of Minnesota's history, building institutions to address social issues, establishing stable and healthy communities across Minnesota, and organizing to expand the accessibility to a pathway to citizenship for migrant workers, Latin American immigrants, and others; and

WHEREAS, Latino Heritage Month allows us to reflect on the future of the state and the significant role that the Latino community has had, and will continue to have, on our state's economy, innovation, cultural assets, and identity; and

WHEREAS, Minnesota remains committed to ensuring that Minnesota's Latino community has every opportunity to achieve their dreams and feel welcomed and embraced in the state of Minnesota; and

WHEREAS, The nation and Minnesota are celebrating the tenth anniversary of the Deferred Action for Childhood Arrivals (DACA) program, allowing thousands of young immigrants to study and thrive in workplaces, contributing to Minnesota's economy and workforce; and

WHEREAS, Honoring and celebrating the history, achievements, contributions, resilience, and diversity of the Latino community will foster and build the health and prosperity of all communities throughout Minnesota.

NOW, THEREFORE, be it resolved that I, Amáda Márquez Simula, Mayor of Columbia Heights, do hereby proclaim September 15 to October 15 2023 to be Hispanic Heritage Month in the City of Columbia Heights, County of Anoka, State of Minnesota, U.S.A

Considerando que, La comunidad latina tiene una cultura rica y diversa y es una parte integral del bienestar, los éxitos y la historia del estado de Minnesota; y

Considerando que: El 15 de septiembre se celebra el día de la independencia de varios países latinoamericanos, incluyendo Costa Rica, El Salvador, Guatemala, Honduras y Nicaragua. México celebra su independencia el 16 de septiembre y Chile el 18 de septiembre; y

Considerando que: Tenemos líderes latinas, latinos y latines en todo el estado que son modelos a seguir en todos los sectores y cuya participación es vital para el tejido social de Minnesota. Las personas latinas que han sido voluntarias, que trabajan en organizaciones sin fines de lucro, que tienen negocios y que trabajan en el gobierno, se han esforzado juntos para apoyar a las personas que más necesitan ayuda y recursos en todo el estado; y

Considerando que: Muchas personas de la comunidad latina ejercen trabajos esenciales y han apoyado a la economía de Minnesota en cada sector crítico durante un periodo de crisis sin precedente, y su trabajo y sus sacrificios son valorados y reconocidos; y

Considerando que: Desde los años 1900s, personas latinas de distintos orígenes, incluyendo indígenas y afrodescendientes, han sido una parte importante de la historia de Minnesota, desarrollando instituciones para abordar problemáticas sociales, estableciendo comunidades saludables y estables, y organizándose para expandir el acceso a la ciudadanía para apoyar a las personas que ejercen trabajos migratorios y a inmigrantes de Latinoamérica, entre otras personas; y

Considerando que: Una variedad de movimientos liderados por estudiantes, jóvenes y activistas latinos han resistido la discriminación y exclusión de la comunidad latina, y han abogado por un estado más inclusivo; y

Considerando que: El Mes de la Herencia Latina permite a las personas que viven en Minnesota a reflexionar sobre el futuro del estado y el papel significativo que la comunidad latina ha tenido y tendrá en la economía, innovación, el patrimonio cultural, y la identidad de nuestro estado; y

Considerando que: Minnesota sigue comprometido para asegurar que la comunidad latina de este estado tenga todas las oportunidades para lograr sus sueños, y se sienta bienvenida y acogida en el estado de Minnesota; y

Considerando que: La nación y Minnesota están celebrando el décimo aniversario del programa de Acción Diferida para los Llegados en la Infancia (DACA), que permite a miles de jóvenes inmigrantes estudiar y prosperar en sus lugares de trabajo, contribuyendo a la economía y la fuerza laboral de Minnesota; y

Considerando que: Honrar y celebrar la historia, los logros, las contribuciones y la diversidad de la comunidad latina fomentará y desarrollará la salud y prosperidad de todas las comunidades de Minnesota.

Ahora, Sea Resuelto, que el Concejo Municipal proclame del 15 de Septiembre al 15 de Octubre de 2023 el Mes de la Herencia Hispana en la Ciudad de Columbia Heights, Condado de Anoka, Estado de Minnesota, Estados Unidos. En Testigo de lo cual, he firmado el presente y he hecho.

Amáda Márquez Simula, Mayor
August 28, 2023

PROCLAMATION

Suicide Prevention Awareness Month: September 2023

WHEREAS, September is known around the United States as National Suicide Prevention Awareness Month and is intended to help promote awareness surrounding each of the Suicide Prevention resources available to us and our community. The simple goal is to learn how to help those around us and how to talk about suicide without increasing the risk of harm; and

WHEREAS, suicidal thoughts can affect anyone regardless of age, gender, race, orientation, income level, religion, or background; and

WHEREAS, according to the American Foundation for Suicide Prevention (A.F.S.P.), suicide is the second leading cause of death among individuals between the ages 10 and 34 with more than 48,000 people dying by suicide annually in the United States; and

WHEREAS, the City of Columbia Heights is no different than any other community in the country, but chooses to publicly state and place our full support behind local educators, mental health professionals, athletic coaches, pack leaders, police officers, and parents, as partners in supporting our community in simply being available to one another; and

WHEREAS, local organizations and national organizations like the National Alliance on Mental Illness (NAMI), and Mental Health responders are on the front lines of a battle that many still refuse to discuss in public, as suicide and mental illness remain too taboo a topic to speak on; and

WHEREAS, every member of our community should understand that throughout life's struggles we all need the occasional reminder that we are all silently fighting our own battles; and

WHEREAS, we encourage all residents to take the time to inquire as to the wellbeing of their family, friends, and neighbors over the next few days, and to genuinely convey their appreciation for their existence by any gesture they deem appropriate. A simple phone call, message, handshake, or hug can go a long way towards helping someone realize that suicide is not the answer.

NOW, THEREFORE, be it resolved that I, Amáda Márquez Simula, Mayor of Columbia Heights, do hereby proclaim the month of September, 2023 to be National Suicide Prevention Awareness Month in the City of Columbia Heights, County of Anoka, State of Minnesota, U.S.A

Amáda Márquez Simula, Mayor

August 28, 2023



CITY COUNCIL WORK SESSION
City Hall—City Council Chambers, 3989 Central Ave NE
Monday, August 07, 2023
6:00 PM

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

MINUTES

The following are the minutes for the Work Session Meeting of the City Council held at 6:00pm on Monday, August 7th, in City Council Chambers, 3989 Central Avenue NE, Columbia Heights, Minnesota.

CALL TO ORDER/ROLL CALL

Mayor Márquez Simula called the meeting to order at 6:05pm

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

Also Present: Lenny Austin, Police Chief; Renee Dougherty, Library Director; Mitchell Forney, Community Development Coordinator; Kevin Hansen, Interim City Manager; Erik Johnston, Police Captain; Sara Ion, City Clerk/Council Secretary; Dan O'Brien, Assistant Fire Chief. Kelli Wick, Human Resource Director, Diane Myer, Resident; Charisma Chase, Resident

WORK SESSION ITEMS

1. Top Valu Liquor Store III: Preliminary Design Options.

Presentation of facility analysis by Jonathon Loose Wold Architects; additional square footage overview, master planning for liquor store three.

Councilmember Buesgens inquired if the employees have a preference for Plan 1 -3.

Finance Director Kloiber stated that the Staff thinks all options are an improvement because they do not want to go up and down the stairs. He also stated that from a budgetary standpoint all three options are very similar. This is not funded by tax dollars but by liquor store sales: there would need to be an internal loan from the City for approximately two to three years. The work is not seasonally dependent and could be done in the winter.

Councilmember James does not like option 1 and prefers options 2 and 3. Councilmember Jacobs agreed.

Councilmember Spriggs inquired about the correlations between storage space and sales.

Finance Director Kloiber stated that it was hard to project these metrics.

Mayor Márquez Simula inquired about how the municipal cannabis store could be worked into the space.

Director Kloiber addressed this issue by stating that this needs to be added into the master plan, with the change in the cannabis law. The other two stores do not lend themselves to being designed to allow for a separate physical entrance. He is not sure that the City wants to be in this business, and if the Council wants to do this in the future.

Mayor Márquez Simula inquired if this was something that could be added on, as this is something that we will be facing in the future.

Councilmember Buesgens thinks this is a good idea and that we should plan for the future, and that we may need to look into using the basement as storage or as a selling space for a cannabis dispensary.

Director Kloiber stated that there will be more information coming to the Council about design and budget in the future.

2. City Budget Orientation.

Finance Director Kloiber gave a high-level overview of the City Budget process and what information will be given to the Council going forward leading to the resolution approving the 2024 budget.

Councilmember Buesgens stated that the second meeting in September is the meeting where the final budget is established. She also inquired about getting additional historical information going back further than ten years for tax increases that have occurred in Columbia Heights.

3. Rental Licensing Update.

Assistant Fire Chief Dan O'Brien gave an update on the new licensing system roll out from Anoka County and inquired about holding out for the incentive-based process and what correlates with staff time. The timeline for this rollout has been postponed for the foreseeable future. During the time that we are waiting for the roll out staff would be able to conduct additional research on hot topic items such as illegal rentals and code enforcement updates.

Councilmember Buesgens wants to follow through on communicating and enforcing illegal rentals.

Councilmember James is in favor of holding out for the new implementation, she is curious about the standard for illegal rentals and wants that to be further quantified.

Councilmember Jacobs would like to continue in a path that rewards good landlords.

4. Discussion on the Public Use of Cannabinoids.

Community Development Coordinator Mitchell Forney led the conversation for the Council on this item. Staff would like guidance overall on the definition of public place as well as smoking/vaping and intoxicants (cannabis and alcohol) in public places. Additionally does the Council want to have City dispensary, how many licenses does the City want to issue?

Councilmember James stated that she is interested in the public nuisance aspect of smoking or vaping of tobacco and cannabinoids in public spaces. She would like to look at alcohol at a different time.

Councilmember Jacobs stated that she wants any product that produces an odor to be banned. She would like to see restrictions in parks and nearby areas with children. She would like to see permits for alcohol use in the parks as well as cannabis. She is in favor of having two or three dispensaries in the City and not having a City owned dispensary. She has a problem with limiting public use of a substance and also selling the product as a City.

Councilmember Buesgens agreed with banning any type of smoking. She would like to have a City owned municipal cannabis store.

Councilmember Spriggs stated that he is in favor of municipal cannabis, and not allowing smoking and vaping in public spaces. He would like to limit secondhand smoke exposure.

Finance Director Kloiber addressed that the primary purpose of Municipal Liquor is the control / compliance process for the Community. If the City were to be in the business of selling cannabis there would be a lot of competition, but this would be a way to be in control of the regulatory process.

Mayor Márquez Simula stated that she is not in favor of smoking or vaping in parks but does not want to limit smoking on sidewalks. She is in support of a municipal cannabis store.

Consensus from the Council was that the ordinance would be updated to reflect no smoking or vaping in public places.

5. City Hall Art Policy.

Interim City Manager Hansen led the discussion on this topic. Overall direction is needed to establish a policy for art to be placed in City Hall. He inquired if the Council is interested in reestablishing the City Art Commission again and using the commission as a starting point for art at City Hall and then in the Community as a whole.

Overall, the Council is interested in reestablishing the commission with appropriate funding and making sure that there is appropriate staff support.

6. City Hall Meeting Room Policy: Central Place.

Interim City Manager Hansen led the discussion of this topic. The Central Place room is the only room available at City Hall for rental to the community, and it is available during business hours on a first come first served basis.

7. Additional State Bonding Request: City Parks.

Interim City Manager Kevin Hansen led the conversation about additional state bonding requests that would be prepared and submitted to the legislature regarding Huset Park. He would like to get the additional bonding requested ASAP.

The council was supportive of moving forward immediately.

8. City Council.

Human Resource Manager Kelli Wick at the request of Mayor Márquez Simula compiled information in the packet for Council's review related to City Department Head thoughts on the pros and cons of hiring internally or externally for the City Manager Position. The mayor stated that she was ready to take a vote on how the council wants to proceed with the process of hiring a City Manager.

Councilmember Spriggs, James and Mayor Márquez Simula stated that they are in favor of using an outside firm to search for an external candidate for City Manager.

Kelli stated that she will work together with Kevin to get proposals for firms for the Council to review to move forward with the external hiring process. The process for getting proposals for search firms could take up to six weeks.

Councilmember James asked that the job description be sent to Council again.

ADJOURNMENT

The meeting was adjourned at 9:00pm

Respectfully Submitted,

Sara Ion, City Clerk



CITY COUNCIL MEETING
City Hall—Council Chambers, 3989 Central Ave NE
Monday, August 14, 2023
6:00 PM

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

MINUTES

The following are the minutes for the Meeting of the City Council held at 6:00 pm on Monday, August 14, 2023, in the City Council Chambers, City Hall, 3989 Central Avenue, Columbia Heights, Minnesota

CALL TO ORDER/ROLL CALL

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

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

Also Present: Lenny Austin, Chief of Police; Aaron Chirpich, Community Development Director/ Assistant City Manager; Jim Hoeft, City Attorney; Sara Ion, City Clerk; Cliff Johnson, City resident; Barbara Delaria, City resident

MISSION STATEMENT

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

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

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

CONSENT AGENDA

Councilmember Spriggs requested that Item 5 “Second Reading of Ordinance 1685, Establishing a Detached Single-Family Dwelling Rental Density Cap”, be removed from the Consent Agenda for further discussion.

Motion by Councilmember Jacobs, seconded by Councilmember Spriggs, to approve the Consent Agenda as presented with Item 5 removed for further discussion. All Ayes, Motion Carried 5-0.

1. **Approve the July 5, 2023 City Council Work Session Meeting Minutes.**
 MOTION: Move to approve the July 5, 2023 City Council Work Session meeting minutes.
2. **Approve the July 12, 2023 City Council Corner Meeting Minutes.**
 MOTION: Move to approve the July 12, 2023 City Council Corner meeting minutes.

- 3. Approve the July 24, 2023 City Council Meeting Minutes.**
MOTION: Move to approve the July 24, 2023 City Council Work Session meeting minutes.
- 4. Approve June 5, 2023, Regular EDA Meeting Minutes.**
MOTION: Move to approve the June 5, 2023, Regular EDA meeting minutes.
- 5. Pulled from the Consent Agenda for further discussion “Second Reading of Ordinance 1685, Establishing a Detached Single-Family Dwelling Rental Density Cap.”**
- 6. License Agenda.**
MOTION: Move to approve the items as listed on the business license agenda for August 14, 2023 as presented.
- 7. Rental Occupancy Licenses for Approval**
MOTION: Move to approve the items listed for rental housing license applications for August 14, 2023, in that they have met the requirements of the Property Maintenance Code.
- 8. Review of Bills.**
MOTION: Move that in accordance with Minnesota Statute 412.271, subd. 8 the City Council has reviewed the enclosed list to claims paid by check and by electronic funds transfer in the amount of \$5,621,903.22.

ITEMS PULLED FROM THE CONSENT AGENDA

- 5. Second Reading of Ordinance 1685, Establishing a Detached Single-Family Dwelling Rental Density Cap.**

Community Development Director/Assistant City Manager Chirpich stated the rental density cap has been an ongoing discussion for the Council. It establishes a cap on the number of single-family rental licenses that would be allowed in the City with approximately ten percent allowed within the City. The discussion has centered on issues the City has with corporate ownership of single-family rentals.

Councilmember Spriggs commented that he would be voting no due to not feeling comfortable with some of the points of the ordinance. He expressed his concerns on the ordinance since many renters tend to be people of color and lower income and worried that it would send the message that the City does not want them there. He explained an argument is that lowering rentals can help stabilize the housing market or that too many rental properties can devalue homes. He added that there are ten percent or greater rental single-family homes on his street and you would not be able to tell the difference in rentals vs. owned homes. He stated buying a house is not necessarily the best step for everyone given all of the costs associated with them and sometimes, moving into a rental property can be a better option for people.

Councilmember Spriggs noted the ten percent cap still allows a lot of areas within the City to receive rental licenses since it is by street and not area. He added that he is concerned that there

will be an increase in illegal rentals that will occur because of this and it will require more Staff time and resources so he does not believe it is beneficial of their time. He suggested having stronger tenant protections such as security deposit limits and tenant relocation assistance. He encouraged the City to look into how to give the people more affordable ownership opportunities and to address the housing shortage. He noted his understanding on what the City is trying to do but he does not believe it is the best path.

Mayor Márquez Simula stated she had similar concerns as Councilmember Spriggs, particularly with Staff needing to improve the application process and inspections. She added that it should be looked at every year to ensure it is the right fit for the community.

Motion by Councilmember Buesgens, seconded by Councilmember Jacobs, to waive the reading of Ordinance No. 1685, there being ample copies available to the public. All Ayes, Motion Carried 5-0.

Motion by Councilmember Buesgens, seconded by Councilmember Jacobs, to adopt Ordinance No. 1685, being an ordinance amending chapter 5a article iv of the Columbia Heights City code to regulate rental density for detached single-family rental dwellings and direct staff to send the summary ordinance for publication in the legal newspaper. 4 Ayes, 1 Nay, Motion Carried 4-1. Ayes: Buesgens, Jacobs, James, and Márquez Simula. Nay: Spriggs.

CITY COUNCIL AND ADMINISTRATIVE REPORTS

Report of the City Council

Councilmember Jacobs stated she attended the Kiwanis meeting and shared that they will be celebrating the 40th year of their recycling project for the City on September 19, 2023 from 9 am to 12 pm. She added she attended the event at Jimmy's Pro Billiards, noted all of the changes that have occurred there, and encouraged the community to support the business. She did 13 resident reach outs.

Councilmember James noted she attended Music in the Park, National Night Out with Councilmember Spriggs, the Crest View Community appreciation BBQ, and the League of Women Voters annual meeting. She noted there will be a summer social on August 21, 2023 with Senator Mary Kunesh speaking on the Read Act. She commented on the recently passed Ordinance No. 1685 and expressed her hope that the City could work on tenant protections and other opportunities to make the City a great place for renters.

Councilmember Spriggs noted he continues to work with residents at the Legends and attended National Night Out parties with Councilmember James. He met with City engineer's to discuss safety and plans for Central Avenue. He was able to meet with the CEO of USI, which is an internet business hoping to expand to Columbia Heights. He also met with Minneapolis Councilmember Jason Chavez to discuss common issues they see in their cities and how to partner in the future. He attended the library board meeting and the EDA work session.

Councilmember Buesgens mentioned she attended the Metro Council Housing Economic Development meeting, Music in the Park, National Night Out parties with Captain Matt Markham, the potluck garden party at Blooming Sunshine Gardens, the dress rehearsal of the play *Rumor*, and the Sustainability Commission meeting as a liaison. She read a statement expressing her disappointment with the lack of transparency in hiring a City Manager. She noted a credible source stated that a current Councilmember reached out to say the current interim manager was a part of a “good ol’ boy club” and the Council needs to get rid of him. She stated she was upset that a Councilmember would say that because it is not true and that Councilmember said conflicting comments during a recent work session meeting. She added that the mayor would not allow discussion on the topic during the work session and noted the point of a work session was to have discussion. She explained she did not understand the reasons behind Councilmember Spriggs and Mayor Márquez Simula decision to hire an outside City Manager since there was no discussion. She stated the Council should explain their true reasons on hiring an outside City Manager and encouraged the Council to ask themselves “what is the current Interim City Manager not doing that led them to change their decision to do an outside hire?” She added the process must be transparent, but it has not been.

Mayor Márquez Simula stated that the item was discussed at the Council Corner which is a public meeting. Councilmember Buesgens replied that Councilmember Spriggs was not in attendance and it was not the time for discussion because it was a report. She added that Mayor Márquez Simula would not allow discussion because it was too heated with too many emotions and would not allow the Human Resource person to speak. Mayor Márquez Simula mentioned that she spoke with the Human Resource person ahead of time and they had explained they only needed to send the information. Councilmember Buesgens stated Mayor Márquez Simula did not allow a space for discussion. Mayor Márquez Simula replied that it was not accurate and she had asked if anyone needed additional information to make a decision. Councilmember Buesgens disagreed.

Councilmember James agreed that transparency is the most important thing when it comes to the hiring process of a City Manager. She expressed her appreciation of using the language of going through a search process instead of looking for an internal or external hire that invites internal and external people to apply. She noted the only opportunity the Council has to hire someone to represent the residents is the City Manager. She added she is committed to a long process to ensure the best person gets hired.

Councilmember Jacobs clarified that the Council Corner was intended as an informal way for the Council to meet and discuss items that would not be covered in a work session. She stated she had mentioned her concern about having the item on the agenda since it was already on a work session agenda. She noted that Councilmember Buesgens took full responsibility for requesting the item to be added to the agenda. She added that Council Corner is not a mandated meeting.

Mayor Márquez Simula stated that it is an important decision and she met with the Mayor of Burnsville and other mayors to ask how their cities hired their city manager and what process they used. She expressed her excitement to hear from the Council what they are looking for in the position and felt that the process was transparent. She apologized to Councilmember Buesgens that she did not feel that it was transparent. She noted she was following the guidance of the City Manager and HR Director

Mayor Márquez Simula explained she attended the Heights Next Garden tour. The Monarch Festival has been rescheduled to August 24, 2023. She also attended the Blooming Sunshine Garden potluck and National Night Out events.

Report of the City Manager

Community Development Director/Assistant City Manager Chirpich reviewed the upcoming City events:

- August 15, 2023 from 5-7 pm – Cone with a Cop
- August 17, 2023 from 5-7:30 pm – City Hall open house
- August 18, 2023 at 8:30 pm – Movie in the Park and will be showing E.T. The event is sponsored by the Sister Cities and will be at Huset Park West.
- August 23, 2023 from 6:30-8 pm – Music in the Park is sponsored by North East Bank and will be at Huset Park East.
- August 24, 2023 from 5-8 pm – The Monarch Festival at Kordiak Park
- August 25, 2023 at 8 pm – Movie at the park will be showing Black Panther and will be at Huset Park East.

Mayor Márquez Simula added that there will be a Friends with Kordiak meeting with the Anoka County Parks on Wednesday, August 16, 2023 from 5:30-6:30 pm.

COMMUNITY FORUM

Cliff Johnson, City resident, stated he had comments regarding the Ordinance No. 1685 and explained he would like to see it enhanced further. He noted on his block there are 18 out of 60 properties that are some sort of rental property and have a license. Out of the 18 rentals, 8 are single-family homes with the rest being duplexes or fourplexes. He added that it is a lot of density for one area and asked if it would be considered when figuring out the density caps. He explained the density issues are things such as garbage and parking. He stated there will need to be more Staff involvement in order to have the licenses issued. He asked the Council to fine tune the ordinance later in order to take into account all of the new large rental properties coming into the City.

Barbara Delaria, City resident, stated she had an abatement last year and as far as she is aware, she has cleaned and done everything on the violation papers. She was told to clean up the weeds, shrubs, and cut the grass. She asked why she was charged for the City to clear out split wood in the abatement. She noted she spoke with the Mayor and Fire Department and was told she should have called but she thought she was complying and did not have questions, which is why she did not call. She asked the Council what she was supposed to do. She mentioned that she had some bundles and split wood that needed to be cleaned up but it was not \$650 worth. She asked what meeting she is supposed to be at.

Mayor Márquez Simula replied that she did not know what meeting that would be. She asked Ms. Delaria to stay at the end of the meeting in order to discuss what steps need to be taken moving forward.

Councilmember Jacobs apologized to Ms. Delaria for not getting back to her.

ADJOURNMENT

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

Meeting adjourned at 6:41 pm.

Respectfully Submitted,

Sara Ion, City Clerk/Council Secretary



CITY COUNCIL MEETING

| | |
|-----------------------|-----------------|
| AGENDA SECTION | CONSENT |
| MEETING DATE | AUGUST 28, 2023 |

| | |
|---|---|
| ITEM: | Approval of Premises Permit Application for Columbia Heights Athletic Boosters to conduct Charitable Gambling at Jimmy’s Pro Billiards, 4040 Central Avenue NE |
| DEPARTMENT: Police Department | BY/DATE: Chief Austin / August 23, 2023 |
| CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an “X” in front of the selected text below)</i> | |
| <input type="checkbox"/> Healthy and Safe Community | <input checked="" type="checkbox"/> Thriving and Vibrant Destination Community |
| <input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly | <input type="checkbox"/> Strong Infrastructure and Public Services |
| <input type="checkbox"/> Trusted and Engaged Leadership | <input type="checkbox"/> Sustainable |

BACKGROUND

The Columbia Heights Athletic Boosters has submitted a Premises Permit Application to hold legal gambling activities at Jimmy’s Pro Billiards, 4040 Central Avenue NE.

SUMMARY OF CURRENT STATUS

The organization satisfies the requirements for charitable gambling, and the Police Department has found no information that would disqualify them from receiving approval for this permit.

| |
|---|
| RECOMMENDED MOTION(S): |
| MOTION: Move to approve the Premises Permit application for the Columbia Heights Athletic Boosters to conduct legal gambling activities at Jimmy’s Pro Billiards, 4040 Central Avenue NE, and to direct the City Manager to sign the Premises Permit Application verifying the City’s approval. |

ATTACHMENT(S):

- LG214 Premises Permit Application
- LG215 Lease for Lawful Gambling Activity

LG214 Premises Permit Application

Annual Fee \$150 (NON-REFUNDABLE)

REQUIRED ATTACHMENTS TO LG214

- 1. If the premises is leased, attach a copy of your lease. Use **LG215 Lease for Lawful Gambling Activity**.
- 2. \$150 annual premises permit fee, for each permit (non-refundable). Make check payable to "**State of Minnesota**."

Mail the application and required attachments to:
 Minnesota Gambling Control Board
 1711 West County Road B, Suite 300 South
 Roseville, MN 55113

Questions? Call 651-539-1900 and ask for Licensing.

ORGANIZATION INFORMATION

Organization Name: Columbia Heights Athletic Boosters License Number: 02072
 Chief Executive Officer (CEO) Chris Schoenbauer Daytime Phone: 651-302-2824
 Gambling Manager: Wendy Willey Daytime Phone: 612-919-3125

GAMBLING PREMISES INFORMATION

Current name of site where gambling will be conducted: Jimmy's Pro Billiards

List any previous names for this location:

Street address where premises is located: 4040 Central Avenue NE 55421
(Do not use a P.O. box number or mailing address.)

| | | |
|---------------------------|---------|-----------|
| City: OR Township: | County: | Zip Code: |
| Columbia Heights | Anoka | 55421 |

Does your organization own the building where the gambling will be conducted?
 Yes No **If no, attach LG215 Lease for Lawful Gambling Activity.**

A lease is not required if only a raffle will be conducted.
 Is any other organization conducting gambling at this site? Yes No Don't know

Note: Bar bingo can only be conducted at a site where another form of lawful gambling is being conducted by the applying organization or another permitted organization. Electronic games can only be conducted at a site where paper pull-tabs are played.

Has your organization previously conducted gambling at this site? Yes No Don't know

GAMBLING BANK ACCOUNT INFORMATION; MUST BE IN MINNESOTA

Bank Name: Northeast Bank Bank Account Number: 5017843
 Bank Street Address: 1135 Silver Lake Road NW City: New Brighton State: **MN** Zip Code: 55112

ALL TEMPORARY AND PERMANENT OFF-SITE STORAGE SPACES

| | | | |
|---|-------|-----------|-----------|
| Address (Do not use a P.O. box number): | City: | State: | Zip Code: |
| _____ | _____ | MN | _____ |
| _____ | _____ | MN | _____ |
| _____ | _____ | MN | _____ |

ACKNOWLEDGMENT BY LOCAL UNIT OF GOVERNMENT: APPROVAL BY RESOLUTION

| CITY APPROVAL for a gambling premises located within city limits | COUNTY APPROVAL for a gambling premises located in a township |
|--|--|
| City Name: _____ | County Name: _____ |
| Date Approved by City Council: _____ | Date Approved by County Board: _____ |
| Resolution Number: _____ (If none, attach meeting minutes.) | Resolution Number: _____ (If none, attach meeting minutes.) |
| Signature of City Personnel: _____ | Signature of County Personnel: _____ |
| Title: _____ Date Signed: _____ | Title: _____ Date Signed: _____ |
| <p>Local unit of government must sign.</p> | <p>TOWNSHIP NAME: _____</p> <p>Complete below only if required by the county. On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date Signed: _____</p> |

ACKNOWLEDGMENT AND OATH

| | |
|--|---|
| <ol style="list-style-type: none"> 1. I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises. 2. The Board and its agents, and the commissioners of revenue and public safety and their agents, are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law. 3. I have read this application and all information submitted to the Board is true, accurate, and complete. 4. All required information has been fully disclosed. 5. I am the chief executive officer of the organization. | <ol style="list-style-type: none"> 6. I assume full responsibility for the fair and lawful operation of all activities to be conducted. 7. I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them. 8. Any changes in application information will be submitted to the Board no later than ten days after the change has taken effect. 9. I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license. 10. I understand the fee is non-refundable regardless of license approval/denial. |
|  _____ Signature of Chief Executive Officer (designee may not sign) | _____ Date <u>8/20/2023</u> |

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety, Attorney General, Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format, i.e. large print, braille, upon request.

An equal opportunity employer

MINNESOTA LAWFUL GAMBLING

LG215 Lease for Lawful Gambling Activity

| LEASE INFORMATION | | |
|--|----------------------------------|----------------|
| Organization: | License/Site Number: | Daytime Phone: |
| Columbia Heights Athletic Boosters | 02072 | 763-706-3743 |
| Address: | City: | State: Zip: |
| 530 Mill Street NE | Columbia Heights | MN 55421 |
| Name of Leased Premises: | Street Address: | |
| Jimmy's Pro Billiards | 4040 Central Ave NE 763-706-1904 | |
| City: | State: Zip: | Daytime Phone: |
| Columbia Heights | MN 55421 | |
| Name of Legal Owner: | Business/Street Address: | |
| James Wetch Jr. | 4040 Central Ave NE | |
| City: | State: Zip: | Daytime Phone: |
| Columbia Heights | MN 55421 | |
| Name of Lessor (if same as legal owner, write "SAME"): | Address: | |
| Same | | |
| City: | State: Zip: | Daytime Phone: |
| | | 612-695-2582 |

Check applicable item:

New or amended lease. Effective date: 9-1-23. Submit changes at least ten days **before** the effective date of the change.

New owner. Effective date: _____. Submit new lease **within** ten days after new lessor assumes ownership.

CHECK ALL ACTIVITY THAT WILL BE CONDUCTED (no lease required for raffles)

| | |
|--|---|
| <input type="checkbox"/> Pull-Tabs (paper) | <input checked="" type="checkbox"/> Electronic Pull-Tabs |
| <input checked="" type="checkbox"/> Pull-Tabs (paper) with dispensing device | <input checked="" type="checkbox"/> Electronic Linked Bingo |
| <input type="checkbox"/> Bar Bingo <input type="checkbox"/> Bingo | Electronic games may only be conducted: |
| <input type="checkbox"/> Tipboards | 1. at a premises licensed for the on-sale of intoxicating liquor or the on-sale of 3.2% malt beverages; or |
| <input type="checkbox"/> Paddlewheel <input type="checkbox"/> Paddlewheel with table | 2. at a premises where bingo is conducted as the primary business and has a seating capacity of at least 100. |

PULL-TAB, TIPBOARD, AND PADDLEWHEEL RENT (separate rent for booth and bar ops)

BOOTH OPERATION: Some or all sales of gambling equipment are conducted by an employee/volunteer of a licensed organization at the leased premises.

ALL GAMES, including electronic games: Monthly rent to be paid: _____%, not to exceed **10%** of gross profits for that month.

- Total rent paid from all organizations for only booth operations at the leased premises **may not exceed \$1,750.**
- The rent cap does not include BAR OPERATION rent for electronic games conducted by the lessor.

BAR OPERATION: All sales of gambling equipment conducted by the lessor or lessor's employee.

ELECTRONIC GAMES: Monthly rent to be paid: 15%, not to exceed **15%** of the gross profits for that month from electronic pull-tab games and electronic linked bingo games.

ALL OTHER GAMES: Monthly rent to be paid: 10%, not to exceed **20%** of gross profits from all other forms of lawful gambling.

- If any booth sales conducted by a licensed organization at the premises, rent may not exceed **10%** of gross profits for that month and is subject to booth operation **\$1,750** cap.

BINGO RENT (for leased premises where bingo is the primary business conducted, such as bingo hall)

Bingo rent is limited to one of the following:

- Rent to be paid: _____%, not to exceed **10%** of the monthly gross profit from all lawful gambling activities held during bingo occasions, excluding bar bingo.
- OR -
- Rate to be paid: \$ _____ per square foot, not to exceed 110% of a comparable cost per square foot for leased space, as approved by the director of the Gambling Control Board. The lessor must attach documentation, verified by the organization, to confirm the comparable rate and all applicable costs to be paid by the organization to the lessor.
 - ⇒ **Rent may not be paid for bar bingo.**
 - ⇒ Bar bingo does not include bingo games linked to other permitted premises.

LEASE TERMINATION CLAUSE (must be completed)

The lease may be terminated by either party with a written 30 day notice. Other terms:

LG215 Lease for Lawful Gambling Activity

Lease Term: The term of this agreement will be concurrent with the premises permit issued by the Gambling Control Board (Board).

Management: The owner of the premises or the lessor will not manage the conduct of lawful gambling at the premises. The organization may not conduct any activity on behalf of the lessor on the leased premises.

Participation as Players Prohibited: The lessor will not participate directly or indirectly as a player in any lawful gambling conducted on the premises. The lessor's immediate family and any agents or gambling employees of the lessor will not participate as players in the conduct of lawful gambling on the premises, except as authorized by Minnesota Statutes, Section 349.181.

Illegal Gambling: The lessor is aware of the prohibition against illegal gambling in Minnesota Statutes 609.75, and the penalties for illegal gambling violations in Minnesota Rules 7865.0220, Subpart 3. In addition, the Board may authorize the organization to withhold rent for a period of up to 90 days if the Board determines that illegal gambling occurred on the premises or that the lessor or its employees participated in the illegal gambling or knew of the gambling and did not take prompt action to stop the gambling. Continued tenancy of the organization is authorized without payment of rent during the time period determined by the Board for violations of this provision, as authorized by Minnesota Statutes, Section 349.18, Subd. 1(a).

To the best of the lessor's knowledge, the lessor affirms that any and all games or devices located on the premises are not being used, and are not capable of being used, in a manner that violates the prohibitions against illegal gambling in Minnesota Statutes, Section 609.75.

Notwithstanding Minnesota Rules 7865.0220, Subpart 3, an organization must continue making rent payments under the terms of this lease, if the organization or its agents are found to be solely responsible for any illegal gambling, conducted at this site, that is prohibited by Minnesota Rules 7861.0260, Subpart 1, item H, or Minnesota Statutes, Section 609.75, unless the organization's agents responsible for the illegal gambling activity are also agents or employees of the lessor.

The lessor must not modify or terminate the lease in whole or in part because the organization reported, to a state or local law enforcement authority or to the Board, the conduct of illegal gambling activity at this site in which the organization did not participate.

Other Prohibitions: The lessor will not impose restrictions on the organization with respect to providers (distributor or linked bingo game provider) of gambling-related equipment and services or in the use of net profits for lawful purposes.

The lessor, the lessor's immediate family, any person residing in the same residence as the lessor, and any agents or employees of the lessor will not require the organization to perform any action that would violate statute or rule. The lessor must not modify or terminate this lease in whole or in part due to the lessor's violation of this provision. If there is a dispute as to whether a violation occurred, the lease will remain in effect pending a final determination by the Compliance Review Group (CRG) of the Board. The lessor agrees to arbitration when a violation of this provision is alleged. The arbitrator shall be the CRG.

Access to Permitted Premises: Consent is given to the Board and its agents, the commissioners of revenue and public safety and their agents, and law enforcement personnel to enter and inspect the permitted premises at any reasonable time during the business hours of the lessor. The organization has access to the premises during any time reasonable and when necessary for the conduct of lawful gambling.

Lessor Records: The lessor must maintain a record of all money received from the organization, and make the record available to the Board and its agents, and the commissioners of revenue and public safety and their agents upon demand. The record must be maintained for 3-1/2 years.

Rent All-Inclusive: Amounts paid as rent by the organization to the lessor are all-inclusive. No other services or expenses provided or contracted by the lessor may be paid by the organization, including but not limited to:

- trash removal
- electricity, heat
- snow removal
- storage
- janitorial and cleaning services
- other utilities or services
- lawn services
- security, security monitoring
- cost of any communication network or service required to conduct electronic pull-tabs games or electronic bingo
- in the case of bar operations, cash shortages.

Any other expenditures made by an organization that is related to a leased premises must be approved by the director of the Board. Rent payments may not be made to an individual.

ACKNOWLEDGMENT OF LEASE TERMS

I affirm that this lease is the total and only agreement between the lessor and the organization, and that all obligations and agreements are contained in or attached to this lease and are subject to the approval of the director of the Gambling Control Board.

Other terms of the lease:

| | | | |
|--|------------------------|--|------------------------|
| Signature of Lessor: <i>James D. Wetch Jr</i> | Date: <i>8-3-23</i> | Signature of Organization Official (Lessee): <i>Wendy S. Willey</i> | Date: <i>8-3-23</i> |
|--|------------------------|--|------------------------|

| | |
|--|--|
| Print Name and Title of Lessor: <i>James Wetch Jr</i> | Print Name and Title of Lessee: <i>Wendy S. Willey / Gambling Manager</i> |
|--|--|

Questions? Contact the Licensing Section, Gambling Control Board, at 651-539-1900. This publication will be made available in alternative format (i.e. large print, braille) upon request. **Data privacy notice:** The information requested on this form and any attachments will become public information when received by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.

Mail or fax lease to:
Minnesota Gambling Control Board
1711 W. County Road B, Suite 300 South
Roseville, MN 55113
Fax: 651-639-4032



CITY COUNCIL MEETING

| | |
|-----------------------|-----------------|
| AGENDA SECTION | CONSENT |
| MEETING DATE | AUGUST 28, 2023 |

| | | | | | | | | |
|---|---|--|---|---|--|---|---|--------------------------------------|
| ITEM: | Establish Date for 2023 Public Special Assessment Levy Hearing for 2023 Street Rehabilitation- 37th Avenue, Project 2110, 37th Place, Project 2306, and 53rd Avenue, Projects 2007 and 2305 | | | | | | | |
| DEPARTMENT: | Public Works | BY/DATE: City Engineer / August 9, 2023 | | | | | | |
| CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i> | | | | | | | | |
| <table> <tr> <td><input type="checkbox"/> Healthy and Safe Community</td> <td><input type="checkbox"/> Thriving and Vibrant Destination Community</td> </tr> <tr> <td><input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly</td> <td><input checked="" type="checkbox"/> Strong Infrastructure and Public Services</td> </tr> <tr> <td><input type="checkbox"/> Trusted and Engaged Leadership</td> <td><input type="checkbox"/> Sustainable</td> </tr> </table> | | | <input type="checkbox"/> Healthy and Safe Community | <input type="checkbox"/> Thriving and Vibrant Destination Community | <input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly | <input checked="" type="checkbox"/> Strong Infrastructure and Public Services | <input type="checkbox"/> Trusted and Engaged Leadership | <input type="checkbox"/> Sustainable |
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| <input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly | <input checked="" type="checkbox"/> Strong Infrastructure and Public Services | | | | | | | |
| <input type="checkbox"/> Trusted and Engaged Leadership | <input type="checkbox"/> Sustainable | | | | | | | |

BACKGROUND

The assessment hearings for Street Rehabilitation projects are held in the fall of the construction year. In addition, unpaid special assessments are certified to Anoka County for inclusion on the property tax statements. To be included with the 2024 tax statement, the assessment hearing needs to be held on or before October 15, 2023.

SUMMARY OF CURRENT STATUS

Projects 2110 and 2306 are the reconstruction projects for 37th Avenue from Central Avenue to Stinson Boulevard and 37th Place from 37th Avenue to Stinson Boulevard respectively. Both of these projects are currently under construction and are anticipated to be substantially complete by the end of November 2023.

Projects 2305 and 2007 are the projects on 53rd Avenue from Main Street to Central Avenue and 53rd Avenue from Sullivan Lake Park to Central Avenue respectively. Project 2007 is currently under construction and is anticipated to be substantially complete by the end of September. Project 2305 is anticipated to start construction on September 5th and is anticipated to be substantially complete by early November.

STAFF RECOMMENDATION

Staff is recommending Tuesday, October 3, 2023 for the Assessment Hearings for the following projects:

1. State Aid Rehabilitation
37th Avenue, Central Avenue to Stinson Boulevard
2. State Aid Street Rehabilitation
37th Place, 37th Avenue to Stinson Boulevard
3. State Aid Street Rehabilitation
53rd Avenue, University Avenue to Medtronic

-
- 4. State Aid Street Rehabilitation
53rd Avenue, Medtronic to Central Avenue

 - 5. 2023 Delinquent Accounts

RECOMMENDED MOTION(S):

MOTION: Move to establish Tuesday, October 3, 2023 at 6:00 p.m. as the Public Special Assessment Levy Hearing for City Projects 2110 and 2306 State Aid Street Rehabilitation, to be held in the City Council Chambers.

MOTION: Move to establish Tuesday, October 3, 2023 at 6:15 p.m. as the Public Special Assessment Levy Hearing for City Projects 2305 and 2007 State Aid Street Rehabilitation, to be held in the City Council Chambers.

MOTION: Move to establish Tuesday, October 3, 2023 at 6:30 p.m. as the Public Special Assessment Levy Hearing for Delinquent Accounts, to be held in the City Council Chambers.



CITY COUNCIL MEETING

| | |
|-----------------------|-----------------|
| AGENDA SECTION | CONSENT |
| MEETING DATE | AUGUST 28, 2023 |

| | | | | | | | | |
|---|---|---|---|---|--|---|---|--------------------------------------|
| ITEM: | Adopt Resolution 2023-45 Accepting Safe Streets for All (SS4A) Grant Agreement for Development of a Citywide Safety Action Plan. | | | | | | | |
| DEPARTMENT: | Public Works | BY/DATE: City Engineer / August 22, 2023 | | | | | | |
| CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i> | | | | | | | | |
| <table> <tr> <td><input type="checkbox"/> Healthy and Safe Community</td> <td><input type="checkbox"/> Thriving and Vibrant Destination Community</td> </tr> <tr> <td><input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly</td> <td><input checked="" type="checkbox"/> Strong Infrastructure and Public Services</td> </tr> <tr> <td><input type="checkbox"/> Trusted and Engaged Leadership</td> <td><input type="checkbox"/> Sustainable</td> </tr> </table> | | | <input type="checkbox"/> Healthy and Safe Community | <input type="checkbox"/> Thriving and Vibrant Destination Community | <input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly | <input checked="" type="checkbox"/> Strong Infrastructure and Public Services | <input type="checkbox"/> Trusted and Engaged Leadership | <input type="checkbox"/> Sustainable |
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| <input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly | <input checked="" type="checkbox"/> Strong Infrastructure and Public Services | | | | | | | |
| <input type="checkbox"/> Trusted and Engaged Leadership | <input type="checkbox"/> Sustainable | | | | | | | |

BACKGROUND

The City of Columbia Heights has applied for grant funding through the Federal Safe Streets for All (SS4A) program and was awarded a total of \$200,000 to develop a citywide safety action plan by the Federal Highway Administration (FHWA). The SS4A program is designed to improve roadway safety by significantly reducing or eliminating roadway fatalities and serious injury crashes.

The SS4A program requires an 80/20 split for awarded grants. Columbia Heights was awarded \$200,000 through the SS4A program and will be responsible for covering \$50,000 of the development of the citywide safety action plan as the local match.

SUMMARY OF CURRENT STATUS

FHWA has provided a SS4A grant agreement for approval by the City of Columbia Heights. Once the City approves and signs the agreement, it will then be sent over to the FHWA headquarters in Washington DC by FHWA MN Division staff for final approval and signatures.

In addition to the fully executed SS4A grant agreement, the City will also need an approved National Environmental Policy Act (NEPA) document prior to starting work on the citywide safety action plan considering the grant funds awarded are federal dollars. MnDOT is planning to provide a bulk NEPA approval for all SS4A grant recipients in Minnesota. MnDOT is currently still working on completing the bulk NEPA approval.

The next step for the City to hire a consultant to help develop the citywide safety action plan is to put together a request for proposal (RFP) document. City staff will get on the agenda for a future City Council Work Session meeting to discuss ideas for the RFP document.

STAFF RECOMMENDATION

Approve the SS4A grant agreement with FHWA for development of a citywide safety action plan in the amount of \$200,000, which also requires a \$50,000 local match.

RECOMMENDED MOTION(S):

MOTION: Move to waive the reading of Resolution 2023-45, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2023-45, being a resolution accepting SS4A grant funding in the amount of \$200,000, with a \$50,000 match from the City, from the Federal Highway Administration (FHWA) for development of a citywide safety action plan.

ATTACHMENTS: Resolution 2023-45
SS4A Grant Agreement

RESOLUTION NO. 2023-45

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

WHEREAS, the City of Columbia Heights has applied to the Federal Highway Administration for a grant from the Safe Streets for All Program for development of a citywide safety action plan; and

WHEREAS, the Federal Highway Administration has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be \$200,000, with a \$50,000 local match that the City is responsible for; and

WHEREAS, a Grant Agreement between the Federal Highway Administration and the City of Columbia Heights has been drafted by the Federal Highway Administration.

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

FINDINGS OF FACT

1. The City Council hereby approves the Safe Streets for All Grant Agreement between the Federal Highway Administration and the City of Columbia Heights, and furthermore authorizes the City Engineer to act as the designated representative.

ORDER OF COUNCIL

Passed this 28th day of August, 2023

Offered by:
 Seconded by:
 Roll Call:

 Amáda Márquez Simula, Mayor

Attest:

 Sara Ion, City Clerk/Council Secretary

- 1. **Award No.**
693JJ32340449
- 2. **Effective Date**
See No. 17 Below
- 3. **Assistance Listings No.**
20.939
- 4. **Award To**

The City of Columbia Heights
590 40th Avenue NE
Columbia Heights, MN
55421

Unique Entity Id.: MAG1KTGJCKD4

TIN No.: 41-6005069
- 5. **Sponsoring Office**
U.S. Department of Transportation
Federal Highway Administration
Office of Safety
1200 New Jersey Avenue, SE
HSSA-1, Mail Drop E71-117
Washington, DC 20590
- 6. **Period of Performance**
Effective Date of Award –24 months
- 7. **Total Amount**
Federal Share: \$200,000
Recipient Share: \$50,000
Other Federal Funds: \$0
Other Funds: \$0
Total: \$250,000
- 8. **Type of Agreement**
Grant
- 9. **Authority**
Section 24112 of the Infrastructure Investment and Jobs Act (Pub. L. 117–58, November 15, 2021; also referred to as the “Bipartisan Infrastructure Law” or “BIL”)
- 10. **Procurement Request No.**
HSSP230191PR
- 11. **Federal Funds Obligated**
\$200,000
- 12. **Submit Payment Requests To**
See article 20.
- 13. **Payment Office**
See article 20.
- 14. **Accounting and Appropriations Data**
15X0173E50.0000.055SR10500.5592000000.41010.610066
00.0000000000.0000000000.0000000000.0000000000
- 15. **Description of Project**
City of Columbia Heights Safety Action Plan

RECIPIENT

FEDERAL HIGHWAY ADMINISTRATION

16. **Signature of Person Authorized to Sign**

17. **Signature of Agreement Officer**

Signature Date
Name: Amáda Márquez Simula
Title: Mayor

Signature Date
Name: Robert Brown
Title: Agreement Officer

Signature Date
Name: Kevin Hansen
Title: City Manager

U.S. DEPARTMENT OF TRANSPORTATION**GRANT AGREEMENT UNDER THE
FISCAL YEAR 2022 SAFE STREETS AND ROADS FOR ALL GRANT PROGRAM**

This agreement is between the [United States Department of Transportation (the “USDOT”)] [Federal Highway Administration (the “FHWA”) and the City of Columbia Heights (the “Recipient”).

This agreement reflects the selection of the Recipient to receive a Safe Streets and Roads for All (“SS4A”) Grant for the City of Columbia Heights City-Wide Safety Action Plan.

The parties therefore agree to the following:

**ARTICLE 1
GENERAL TERMS AND CONDITIONS****1.1 General Terms and Conditions.**

- (a) In this agreement, “**General Terms and Conditions**” means the content of the document titled “General Terms and Conditions Under the Fiscal Year 2022 Safe Streets and Roads for All Grant Program,” dated February 8, 2023, which is available at <https://www.transportation.gov/grants/ss4a/grant-agreements>. Articles 7–30 are in the General Terms and Conditions. The General Terms and Conditions are part of this agreement.
- (b) The Recipient states that it has knowledge of the General Terms and Conditions. Recipient also states that it is required to comply with all applicable Federal laws and regulations including, but not limited to, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR part 200); National Environmental Policy Act (NEPA) (42 U.S.C. § 4321 et seq.); and Build America, Buy America Act (BIL, div. G §§ 70901-27).
- (c) The Recipient acknowledges that the General Terms and Conditions impose obligations on the Recipient and that the Recipient’s non-compliance with the General Terms and Conditions may result in remedial action, termination of the SS4A Grant, disallowing costs incurred for the Project, requiring the Recipient to refund to the FHWA USDOT the SS4A Grant, and reporting the non-compliance in the Federal-government-wide integrity and performance system.

**ARTICLE 2
APPLICATION, PROJECT, AND AWARD**

2.1 Application.

Application Title: City of Columbia Heights City-Wide Safety Action Plan

Application Date: 09/15/2022

2.2 Award Amount.

SS4A Grant Amount: \$200,000

2.3 Award Dates.

Period of Performance end date: 24 months after effective date of award

2.4 Budget Period

Budget Period End Date: 90 days after period of performance end date

2.5 Action Plan Grant Designation: Action Plan

2.6 Federal Award Identification Number. 693JJ32340449

**ARTICLE 3
SUMMARY PROJECT INFORMATION**

3.1 Summary of Project’s Statement of Work.

City of Columbia Heights City-Wide Safety Action Plan

3.2 Project’s Estimated Schedule.

ACTION PLAN SCHEDULE

| Milestone | Schedule Date |
|--|----------------------|
| Planned Draft Action Plan Completion Date: | September 15, 2024 |
| Planned Action Plan Completion Date: | December 15, 2024 |
| Planned Action Plan Adoption Date: | January 13, 2025 |
| Planned SS4A Final Report Date: | March 15, 2025 |

3.3 Project’s Estimated Costs.

(a) Eligible Project Costs

| Eligible Project Costs | |
|-------------------------------------|------------------|
| SS4A Grant Amount: | \$200,000 |
| Other Federal Funds: | \$0 |
| State Funds: | \$0 |
| Local Funds: | \$50,000 |
| In-Kind Match: | \$0 |
| Other Funds: | \$0 |
| Total Eligible Project Cost: | \$250,000 |

(b) Supplemental Estimated Budget

| Cost Element | Federal Share | Non-Federal Share | Total Budget Amount |
|------------------------|----------------------|--------------------------|----------------------------|
| Direct Labor | \$0.00 | \$0.00 | \$0.00 |
| Fringe Benefits | \$0.00 | \$0.00 | \$0.00 |
| Travel | \$0.00 | \$0.00 | \$0.00 |
| Equipment | \$0.00 | \$0.00 | \$0.00 |
| Supplies | \$0.00 | \$0.00 | \$0.00 |
| Contractual/Consultant | \$200,000 | \$50,000 | \$250,000 |
| Other | \$0.00 | \$0.00 | \$0.00 |
| Indirect Costs | \$0.00 | \$0.00 | \$0.00 |
| Total Budget | \$200,000 | \$50,000 | \$250,000 |

ARTICLE 4

RECIPIENT INFORMATION

4.1 Recipient’s Unique Entity Identifier.

MAG1KTGJCKD4

4.2 Recipient Contact(s).

Sulmaan Khan

City Engineer
 City of Columbia Heights
 637 38th Avenue NE, Columbia Heights, MN 55421
 763-706-3704
skhan@columbiaheightsmn.gov

4.3 Recipient Key Personnel.

| Name | Title or Position |
|--------------|-------------------|
| Sulmaan Khan | City Engineer |

4.4 USDOT Project Contact(s).

Christie Dawson
 Safe Streets and Roads for All Program Manager
 Federal Highway Administration
 Office of Safety
 HSSA-1, Mail Stop: E71-117
 1200 New Jersey Avenue, S.E.
 Washington, DC 20590
 202-366-9265
Christie.Dawson@dot.gov

and

Hector Santamaria (HCFA)
 Agreement Officer (AO)
 Federal Highway Administration
 Office of Acquisition and Grants Management
 HCFA-33, Mail Stop E62-310
 1200 New Jersey Avenue, S.E.
 Washington, DC 20590
 202-493-2402
Hector.Santamaria@dot.gov

and

Ashley Cucchiarelli Agreement Specialist (AS)
 Office of Acquisition and Grants Management
 HCFA-33, Mail Stop E62-204
 1200 New Jersey Avenue, S.E.
 Washington, DC 20590
 720-963-3589
ashley.cucchiarelli@dot.gov

and

Wendall Meyer, Division Administrator
Agreement Officer's Representative (AOR)
FHWA Minnesota Division (HAD-MN)
Minnesota Division Office Point of Contact
Safety and Traffic Operations Engineer
180 East Fifth Street, Suite 930
St. Paul, MN 55101-1857
651-291-6100
minnesota.fhwa@dot.gov

and

Kristi Sebastian
Minnesota Division Office Point of Contact
Safety and Traffic Operations Engineer
180 Fifth Street East, Suite 930
St. Paul, MN 55101-1857
651-291-6116
Kristi.Sebastian@dot.gov

ARTICLE 5 USDOT ADMINISTRATIVE INFORMATION

5.1 Office for Subaward and Contract Authorization.

USDOT Office for Subaward and Contract Authorization: FHWA Office of Acquisition
and Grants Management

SUBAWARDS AND CONTRACTS APPROVAL

Note: See 2 CFR § 200.331, Subrecipient and contractor determinations, for definitions of subrecipient (who is awarded a subaward) versus contractor (who is awarded a contract).

Note: Recipients with a procurement system deemed approved and accepted by the Government or by the AO are exempt from the requirements of this clause. See 2 CFR 200.317 through 200.327.

Note: This clause is only applicable to Action Plan Grants.

Unless described in the application and funded in the approved award, the Recipient must obtain prior written approval from the AO for the subaward, transfer, or contracting out of any work under this award above the Simplified Acquisition Threshold. This provision does not apply to the acquisition of supplies, material, equipment, or general support services. Approval of each subaward or contract is contingent upon the Recipient's submittal of a written fair and

reasonable price determination, and approval by the AO for each proposed contractor/sub-recipient. Consent to enter into subawards or contracts will be issued through written notification from the AO or a formal amendment to the Agreement.

The following subawards and contracts are currently approved under the Agreement by the AO. This list does not include supplies, material, equipment, or general support services which are exempt from the pre-approval requirements of this clause.

(Fill in at award or by amendment)

5.2 Reimbursement Requests

- (a) The Recipient may request reimbursement of costs incurred in the performance of this agreement if those costs do not exceed the funds available under section 2.2 and are allowable under the applicable cost provisions of 2 C.F.R. Part 200, Subpart E. The Recipient shall not request reimbursement more frequently than monthly.
- (b) The Recipient shall use the DELPHI eInvoicing System to submit requests for reimbursement to the payment office. When requesting reimbursement of costs incurred or credit for cost share incurred, the Recipient shall electronically submit supporting cost detail with the SF 271 (Outlay Report and Request for Reimbursement for Construction Programs) to clearly document all costs incurred.
- (c) The Recipient's supporting cost detail shall include a detailed breakout of all costs incurred, including direct labor, indirect costs, other direct costs, travel, etc., and the Recipient shall identify the Federal share and the Recipient's share of costs. If the Recipient does not provide sufficient detail in a request for reimbursement, the AO may withhold processing that request until the Recipient provides sufficient detail.
- (d) The USDOT shall not reimburse costs unless the Agreement Officer's Representative (the "AOR") reviews and approves the costs to ensure that progress on this agreement is sufficient to substantiate payment.
- (e) The USDOT may waive the requirement that the Recipient use the DELPHI eInvoicing System. The Recipient may obtain waiver request forms on the DELPHI eInvoicing website (<http://www.dot.gov/cfo/delphi-einvoicing-system.html>) or by contacting the AO. A Recipient who seeks a waiver shall explain why they are unable to use or access the Internet to register and enter payment requests and send a waiver request to

Director of the Office of Financial Management
US Department of Transportation,
Office of Financial Management B-30, Room W93-431
1200 New Jersey Avenue SE
Washington DC 20590-0001

or

DOTElectronicInvoicing@dot.gov.

If the USDOT grants the Recipient a waiver, the Recipient shall submit SF 271s directly to:

DOT/FAA
P.O. Box 268865
Oklahoma City, OK 73125-8865
Attn: Agreement Specialist

- (f) The requirements set forth in these terms and conditions supersede previous financial invoicing requirements for Recipients.

ARTICLE 6 SPECIAL GRANT TERMS

- 6.1** SS4A funds must be expended within five years after the grant agreement is executed and DOT obligates the funds, which is the budget period end date in section 10.3 of the Terms and Conditions and section [wherever the date it is in this agreement].
- 6.2** The Recipient acknowledges that the Action Plan will be made publicly available, and the Recipient agrees that it will publish the final Action Plan on a publicly available website.
- 6.3** The Recipient demonstrates compliance with civil rights obligations and nondiscrimination laws, including Titles VI of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA), and Section 504 of the Rehabilitation Act, and accompanying regulations. Recipients of Federal transportation funding will also be required to comply fully with regulations and guidance for the ADA, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and all other civil rights requirements.
- 6.4** There are no other special grant requirements for this award.

**ATTACHMENT A
PERFORMANCE MEASUREMENT INFORMATION**

Study Area: The City of Columbia Heights

Baseline Measurement Date: January 2025

Baseline Report Date: February 2025

Table 1: Performance Measure Table

| Measure | Category and Description | Measurement Frequency |
|-------------------------------------|---|------------------------------|
| Equity | Percent of Funds to Underserved Communities: Funding amount (of total project amount) benefitting underserved communities, as defined by USDOT | End of period of performance |
| Costs | Project Costs: Quantification of the cost of each eligible project carried out using the grant | End of period of performance |
| Lessons Learned and Recommendations | Lessons Learned and Recommendations: Description of lessons learned and any recommendations relating to future projects of strategies to prevent death and serious injury on roads and streets. | End of period of performance |

ATTACHMENT B CHANGES FROM APPLICATION

INSTRUCTIONS FOR COMPLETING ATTACHMENT B: Describe all material differences between the scope, schedule, and budget described in the application and the scope, schedule, and budget described in Article 3. The purpose of this attachment B is to document the differences clearly and accurately in scope, schedule, and budget to establish the parties’ knowledge and acceptance of those differences. See section 10.1.

Scope: No changes Anticipated

Schedule: Updated 2/1/2023 – 12/29/2023 Current 6/15/2023 – 6/15/2025 (based on time line outlined in Section 3.2 page 5 of 21)

Budget: Budget summary correctly showed 250,000 total costs but the application indicated 240,000 dollars. Section 3.3 reflects the budget summary and the correct 80/20 cost split for the project.

The table below provides a summary comparison of the project budget.

| Fund Source | Application | | Section 3.3 | |
|---|-------------|--------|-------------|------|
| | \$ | % | \$ | % |
| Previously Incurred Costs (Non-Eligible Project Costs) | | | | |
| Federal Funds | | | | |
| Non-Federal Funds | | | | |
| Total Previously Incurred Costs | | | | |
| Future Eligible Project Costs | | | | |
| SS4AFunds | \$ 200,000 | 83.3% | \$ 200,000 | 80% |
| Other Federal Funds | | | | |
| Non-Federal Funds | \$ 40,000 | 16.67% | \$ 50,000 | 20% |
| Total Future Eligible Project Costs | | | | |
| Total Project Costs | \$ 240,000 | | \$ 250,000 | 100% |

**ATTACHMENT C
RACIAL EQUITY AND BARRIERS TO OPPORTUNITY**

1. Efforts to Improve Racial Equity and Reduce Barriers to Opportunity.

The Recipient states that rows marked with “X” in the following table are accurate:

| | |
|---|---|
| | A racial equity impact analysis has been completed for the Project. <i>(Identify a report on that analysis or, if no report was produced, describe the analysis and its results in the supporting narrative below.)</i> |
| | The Recipient or a project partner has adopted an equity and inclusion program/plan or has otherwise instituted equity-focused policies related to project procurement, material sourcing, construction, inspection, hiring, or other activities designed to ensure racial equity in the overall delivery and implementation of the Project. <i>(Identify the relevant programs, plans, or policies in the supporting narrative below.)</i> |
| | The Project includes physical-barrier-mitigating land bridges, caps, lids, linear parks, and multimodal mobility investments that either redress past barriers to opportunity or that proactively create new connections and opportunities for underserved communities that are underserved by transportation. <i>(Identify the relevant investments in the supporting narrative below.)</i> |
| | The Project includes new or improved walking, biking, and rolling access for individuals with disabilities, especially access that reverses the disproportional impacts of crashes on people of color and mitigates neighborhood bifurcation. <i>(Identify the new or improved access in the supporting narrative below.)</i> |
| | The Project includes new or improved freight access to underserved communities to increase access to goods and job opportunities for those underserved communities. <i>(Identify the new or improved access in the supporting narrative below.)</i> |
| | The Recipient has taken other actions related to the Project to improve racial equity and reduce barriers to opportunity, as described in the supporting narrative below. |
| X | The Recipient has not yet taken actions related to the Project to improve racial equity and reduce barriers to opportunity but, before beginning construction of the project, will take relevant actions described in the supporting narrative below |
| | The Recipient has not taken actions related to the Project to improve racial equity and reduce barriers to opportunity and will not take those actions under this award. |

2. Supporting Narrative.

The City of Columbia Heights is committed to serving and meeting the needs of all residents, businesses, and other stakeholders within the city. Through the citywide safety action plan, the City of Columbia Heights aims to engage with communities that have been historically marginalized to understand their concerns and experiences with traffic safety, conducting a thorough analysis of the City's traffic safety data to identify disparities and areas where there is room for improvement, and developing goals and strategies to improve safety for both motorized as well as non-motorized traffic. As needs change and new challenges emerge, the city will evaluate the citywide safety action plan and adjust strategies as necessary to ensure that it remains relevant.



CITY COUNCIL MEETING

| | |
|-----------------------|-----------------|
| AGENDA SECTION | CONSENT |
| MEETING DATE | AUGUST 28, 2023 |

| | | |
|------------------------------|---|---|
| ITEM: | Approve Resolution 2023-46, Authorizing Acceptance of Predevelopment Grant Funds From Anoka County Regional Economic Development and Execution of Predevelopment Activities. | |
| DEPARTMENT: | Community Development | BY/DATE: Aaron Chirpich, CD Director/Assistant City Manager, August 24, 2023 |
| CORE CITY STRATEGIES: | <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i> | |
| | <input type="checkbox"/> Healthy and Safe Community | <input type="checkbox"/> Thriving and Vibrant Destination Community |
| | <input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly | <input checked="" type="checkbox"/> Strong Infrastructure and Public Services |
| | <input type="checkbox"/> Trusted and Engaged Leadership | <input type="checkbox"/> Sustainable |

BACKGROUND

On August 24, 2023, the Anoka County Regional Economic Development (ACRED) program awarded the City of Columbia Heights a Predevelopment Grant up to \$15,000.00 for the Medtronic Site Redevelopment Project to increase knowledge of the high-priority development site, reduce development barriers, and increase development confidence for prospective buyers. In late 2022, staff were informed that Medtronic was making plans to vacate their Columbia Heights campus located at 800 53rd Avenue NE, the property was listed for sale in December of 2022, and staff collaborated with the listing broker to provide guidance on potential parameters for redevelopment of the site. Currently, the entire 11.74-acre site is zoned GB-General Business which allows for a variety of commercial uses but does not include provisions to allow residential development. Given the large size of the property and desirable location, numerous uses could be considered, including high density residential. The site is one of the largest commercial properties in the City and accounts for 13% of the total amount of commercial property. The proximity to Central Avenue, location on 53rd Avenue NE, and presence of Sullivan Lake Park provide unique redevelopment opportunities. Any redevelopment project will result in infrastructure upgrades such as improvements to stormwater, sanitary sewer, street, electrical and gas systems.

Despite redevelopment potential, there is no specific guidance in the City’s Comprehensive Plan besides guiding the site for commercial use and assumes Medtronic will remain the primary user. Following the listing, staff received a handful of inquiries from redevelopers and advised them that the City viewed the site as a prime prospect for redevelopment, but specific guidance for the site has not been developed at this time. Therefore, the City intends to use the consultant, HKGi, who prepared the 2040 Comprehensive Plan to develop a design framework and conduct engagement activities through two phases. Phase I would include evaluating the redevelopment site and the neighborhood context, facilitating meetings and workshops with staff, City Council and Planning Commission, and the neighborhood to establish redevelopment goals with a focus on land use and design elements. Phase II is expected to cover any potential revisions and is dependent on the role City staff wants to play in presenting to City Council/Planning Commission and public hearings as the Comprehensive Plan Amendment is for a land use designation change for the site.

STAFF RECOMMENDATION

Staff recommends that the City Council adopt Resolution 2023-46, accepting up to \$15,000.00 in Predevelopment Grant funds from the Anoka County Regional Economic Development and authorizing the execution of the grant agreement.

RECOMMENDED MOTION(S):

MOTION: Move to waive the reading of Resolution 2023-46, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2023-46, a resolution to accept up to \$15,000.00 in Predevelopment Grant funds from the Anoka County Regional Economic Development program and authorize the execution of the Grant Agreement development site.

ATTACHMENT(S):

- Resolution 2023-46
- Grant Agreement

RESOLUTION NO. 2023-46

RESOLUTION TO ACCEPT UP TO \$15,000.00 OF PREDEVELOPMENT GRANT FUNDS FROM THE ANOKA COUNTY REGIONAL ECONOMIC DEVELOPMENT PROGRAM AND AUTHORIZE THE EXECUTION OF THE PREDEVELOPMENT GRANT AGREEMENT

WHEREAS, the Anoka County Regional Economic Development (ACRED) program has awarded the City of Columbia Heights a grant in the amount of \$15,000.00 through the Predevelopment Grant; and

WHEREAS, these funds shall be used towards 2040 Comprehensive Plan Amendment planning and design activities such as establishing design frameworks, conducting engagement activities and facilitating workshops for the redevelopment project located at 800 53rd Avenue NE to provide specific guidance and redevelopment goals for the site; and

WHEREAS, the City Manager shall be authorized to execute on behalf of the City the attached grant agreement; and

WHEREAS, the City Council finds the offered grant to be in the public interest.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Columbia Heights, Minnesota that the Predevelopment Grant from the Anoka County Regional Economic Development (ACRED) program in the amount of \$15,000.00 is hereby in all respects approved, subject to modifications that do not alter the substance of the transaction and that are approved by the City Manager, and provided that execution of the grant agreement by the City Manager shall be conclusive evidence of approval.

BE IT FURTHER RESOLVED that the City Council hereby directs staff to execute the grant agreement attached and authorize City staff and consultants to take any actions necessary to carry out the intent of this resolution.

ORDER OF COUNCIL

Passed this _____ day of _____, 2023

Offered by:

Seconded by:

Roll Call:

Amáda Márquez Simula, Mayor

Attest:

Sara Ion, City Clerk/Council Secretary

Anoka County Regional Economic Development (ACRED) **Pre-Development Grant Program**

\$250,000 program fund

Purpose:

Development interest in Anoka County has highlighted the need for increased “development readiness”. The goal of this program is to increase knowledge of specific high-priority development sites around the County to reduce development barriers, share more information and increase development confidence for prospective buyers. This program will be available to high priority sites, including both sites served by urban services and those served by well/septic.

Target development types for this grant program include industrial, commercial or high-density multi-family (40 or more units). Low-density residential is not eligible.

Program Details:

- Funds will be provided as a grant, up to \$15,000
- Eligible expenses:
 - Parcel Due Diligence (including, but not limited to)
 - Geotechnical analysis (soil types for construction, groundwater levels, well & septic suitability, etc.)
 - Wetland delineations
 - Review of Threatened and Endangered Species (plants and animals)
 - ALTA Survey
 - Phase 1 environmental
 - Phase 2 environmental (if indicated)
 - Archeological/cultural review
 - Historic Preservation status
 - Soil amendments to make sites “pad ready”
 - Structure demolition, or pre-demolition surveys
 - Due diligence for adaptive reuse projects for existing structures (e.g. conversion of existing office to multi-family residential)
 - Commercial or industrial market needs studies (hospitality, retail, etc.)
 - Additional predevelopment studies that are similar in intent may be considered. Property owners are encouraged to contact the Anoka County Director of Economic Development to gain approval of additional study categories prior to submitting a completed application.
 - Can be used as a local match requirement for other local, county, state or federal pre-development or redevelopment programs



Requirements:

- Property must be located in Anoka County
- No minimum site size. Sites that look to increase density through creation of new pad sites for development are also eligible (with or without a land division).
- For high density residential sites, local zoning codes and Comprehensive Plan need to allow for a project minimum of 40 units.
- Mixed use sites may have less than 40 units if there is a commercial space component available for lease or purchase. Horizontal and vertical mixed use are both eligible.
- The subject property is current on all property tax and special assessment obligations.
- Acknowledgement from local community development staff that:
 - The site is already zoned for development, or that a rezoning request to industrial, commercial or high-density residential would be compatible with local plans and generally viewed favorably.
 - Site is a high priority site to advance local economic development plans and community interests.
- Predevelopment activities that are being funded by the grant must be completed in calendar year 2023.

Process:

- A completed application (attached) must be submitted by the property owner, or municipality with property owner's signed consent, to Anoka County Regional Economic Development. Applications should be emailed to Gregory.Frahm-Gilles@co.anoka.mn.us or mailed to:

Anoka County Economic Development
Attn: Gregory Frahm-Gilles
2100 3rd Avenue, Suite 700
Anoka, MN 55303
- Site applications will be reviewed and approved by a review committee. Review committee members include one representative from MetroNorth Chamber, one from Connexus Energy, and the Anoka County Director of Economic Development.
- Projects will be funded until program funding is exhausted.
 - If there are more site applications than funds available, the review committee will independently prioritize applications for funding based on application scores.
- The last project funded may receive an award amount of less than total eligible to be able to exhaust all remaining funds.
- Eligible expenses must be incurred after the award date. Work completed prior to being approved for an award are not eligible for reimbursement.
- Payments will be made either:
 - Directly to third-party contractors performing work for eligible sites
 - Reimbursement to property owner ONLY for work contracted and completed AFTER the award date. Contracts signed before the award date are not eligible for reimbursements.



- Payments shall not exceed the amount of the bid/quote outlined on the application and payment on all predevelopment activity will not exceed \$15,000 per project.

NOTE: Property owners cannot contract with themselves, wholly-owned subsidiaries or parent companies of the property owner, or firms where the property owner(s) as individuals, including “members” of an LLC, are the majority owner of the proposed contracting firm.

Scoring Considerations:

- Describe the project. Please detail the site, development potential, importance to the community, site complexities and compliance with municipal land use plans (zoning, comprehensive plan, etc.)
 - 0-10 pts

- Type of project
 - Development project with identified end-user but without a purchase agreement - 10 pts
 - Development site without a potential end-user or purchase agreement, or community economic needs studies or related plans - 6 pts

- Timing of development potential (any infrastructure extensions needed, etc.?)
 - Infrastructure is readily available at the property line or on site, per local building standards – 10 pts
 - Infrastructure needs to be extended but can happen in 12 months or less – 6 pts
 - Infrastructure needs to be extended and timeline to implement is 12+ months – 3 pts

- Financial contribution:
 - While not required, those sites that have financial contributions from the property owner, municipality, or utilities/industry will score higher.
 - 50% or higher contribution – 10 pts
 - 25%-49% contribution – 8 pts
 - 10%-24% contribution – 5 pts
 - 1%-9% contribution – 3 pts
 - No contribution – 0 pts

- Limit per community
 - No more than two (2) applications will be awarded per community during initial application cycle, due May 4, 2023. Beyond the initial application cycle, there will be no limit on applications within a given municipality. Applications will be received and reviewed until funds are exhausted.
 - If more than two (2) applications are received for a given municipality prior to the initial application deadline, the two highest scoring sites will be initially awarded. The remaining applications will be considered after the initial application deadline if funds remain available.

Minimum Score Required for consideration: 20 pts

PREDEVELOPMENT GRANT APPLICATION

Property Address: 800 53rd Avenue NE

Property Owner(s) Name: Medtronic Inc; ATTN: Real Estate Department; 710 Medtronic Pkwy NE
(if owned by a business or LLC, name of primary contact): Fridley, MN 55432

PID Number(s), if known: 26-30-24-11-0020

On a separate piece of paper, please answer the following:

1. Please describe the project. Detail the site, development potential, importance to the community, site complexities and compliance with municipal land use plans (zoning, Comp Plan, etc.) – 10 pts
2. Has an end-user been identified? Has a purchase agreement been executed?
3. Financial contribution - While no financial contribution is required, will the property owner be financially contributing to the “Total Expense” of all predevelopment activities outlined in the table below?
 - If so, how much?

Please complete:

| PREDEVELOPMENT TASK: | CONTRACTOR: | TIMELINE FOR WORK: | BID/QUOTE AMOUNT (\$): |
|----------------------------------|-----------------------------|---------------------------|-------------------------------|
| <i>Ex: Geotechnical Analysis</i> | <i>ABC GeoTech, LLC</i> | | <i>\$1,234.12</i> |
| Planning and Design Service | HKGi | Fall 2023 | \$25,000.00 |
| | | | |
| | | | |
| | | | |
| | | | |
| | <u>TOTAL EXPENSE</u> | | <u>\$25,000.00</u> |

***Please include copies of all quotes/bids from chosen contractors with your application.



APPLICANT ACKNOWLEDGMENT:

I acknowledge the following:

- I am the property owner or co-owner, or a “member” of an ownership LLC for the subject property.
- I am applying for a grant program that is supported through public funds. Names of grant awardees, property address and dollar amounts will be publicly listed on the Anoka County website and all submitted information will be subject to public record requests if such a request were to be made.
- Study results from all predevelopment activities that are financially supported by the grant program will be shared with Anoka County Regional Economic Development. Results will also be shared with prospective buyers upon request.
- The subject property is current on all property tax and special assessment obligations.
- The desired contractors identified above that will complete the requested work are experienced, capable, and where applicable, licensed in their respective field. The contract for services is between the contractor and the property owner, and Anoka County assumes no liability for services provided.
- I, either personally or as a member of an LLC, do not have a majority ownership stake in any of the identified contracting firms noted above.

Andrew Boucher
 Name (printed)

11-13-20
 Date:

[Signature]
 Signature

Submittal requirements:

- Completed Application with signatures
- Municipal Acknowledgment
- Copies of bids/quotes for all chosen contractors, with primary contact indicated
- Additional supporting information that you feel would help in the review of the grant application (optional)

All questions should be directed to Gregory Frahm-Gilles, Anoka County Director of Economic Development, at Gregory.frahm-gilles@co.anoka.mn.us or 763-324-4609.

MUNICIPAL ACKNOWLEDGMENT
(to be filled out by city development staff):

Property address: 800 53rd Avenue NE; Columbia Heights, MN 55421

PID#: 26-30-24-11-0020

Current Zoning: General Business (GB) District

Future Land Use per Comp Plan: Commercial

What is the timeline for all primary to be available on the site? For the purposes of this application, this includes water/well, sewer or septic, electric, gas/propane, roads and broadband (circle one):

- 1. Immediate – all primary utilities are currently available
- 2. <12 months – some utilities need to be extended to the property but are nearby
- 3. >12 months – utilities need to be extended and unlikely to occur in the next 12 months

On behalf of the City/Township of Columbia Heights, I acknowledge and agree that the subject property is a high priority development site as outlined in our municipal Comprehensive Plan. Approval of this grant application will further the land use and development objectives of the City/Township and help fulfill local economic development objectives. Award of the grant will advance development opportunities for the subject property.

Andrew Boucher
Staff Name (printed)

City Planner
Title:

[Signature]
Staff Signature

8/22/2023
Date:

Scoring Considerations:

Describe the project.

Please detail the site, development potential, importance to the community, site complexities and compliance with municipal land use plans (zoning, comprehensive plan, etc.) **0-10 pts**

Medtronic intends to vacate their Columbia Heights campus located at 800 53rd Avenue NE, the 11.74-acre site is zoned GB-General Business allowing for various commercial uses but does not include provisions to allow residential development. Given the large size of the property and desirable location, numerous uses could be considered, including high density residential. The site is one of the largest commercial properties in the City and accounts for 13% of the total amount of commercial property. The proximity to Central Avenue and the location on 53rd Avenue NE as well as the presence of Sullivan Lake Park provide unique redevelopment opportunities. Any redevelopment project will result in infrastructure upgrades such as improvements to stormwater, sanitary sewer, street, electrical and gas systems. Despite the redevelopment potential for the site, there is no specific guidance in the City's Comprehensive Plan besides guiding the site for commercial use and assumes Medtronic will remain the primary user. Following the listing, staff received a handful of inquiries from redevelopers and advised them that the City viewed the site as a prime prospect for redevelopment, but specific guidance for the site has not been developed at this time. Therefore, additional planning must be undertaken to start creating parameters for the potential rezoning/re-guiding of the site before redevelopment can occur. The City intends to use the consultant, HKGi, who prepared the 2040 Comprehensive Plan to develop a design framework and conduct engagement activities through two phases. Phase I would include evaluating the redevelopment site and the neighborhood context, facilitating meetings and workshops with staff, City Council and Planning Commission, and the neighborhood to establish redevelopment goals with a focus on land use and design elements. Additional Phase I elements will include determining the site's development capacity and constraints based on preferred land uses, access and visibility, and zoning through diagrams and site drawings before a final draft is prepared and presented for review by staff, Planning Commission, and City Council. Phase II is expected to cover any potential revisions and is dependent on the role City staff wants to play in presenting to City Council/Planning Commission and public hearings as the Comprehensive Plan Amendment is for a land use designation change for the site.

Type of project.

Development project with identified end-user but without a purchase agreement - 10 pts

Development site without a potential end-user or purchase agreement, or community economic needs studies or related plans - 6 pts

There is not an identified end-user, however, a prospective developer has expressed interest in the site. The developer currently has site control of the property and is in negotiations with Medtronic to purchase the property. They have executed a letter of intent allowing time for due diligence before moving forward with a formal purchase agreement. The City is interested in conducting site specific planning and visioning activities for the property to provide specific guidance and parameters for potential rezoning/re-guiding.

Timing of development potential (any infrastructure extensions needed, etc.?)

Infrastructure is readily available at the property line or on site, per local building standards – 10 pts

Infrastructure needs to be extended but can happen in 12 months or less – 6 pts

Infrastructure needs to be extended and timeline to implement is 12+ months – 3 pts

Infrastructure is readily available at the property line and the current office building on the property is connected to City water and sewer. To accommodate the increase in density that is expected, on-site infrastructure will be expanded including extensions of City stormwater, sanitary sewer, watermain and streets.

Financial contribution: While not required, those sites that have financial contributions from the property owner, municipality, or utilities/industry will score higher.

50% or higher contribution – 10 pts

25%-49% contribution – 8 pts

10%-24% contribution – 5 pts

1%-9% contribution – 3 pts

No contribution – 0 pts

The total anticipated cost of the work completed by HKGI is \$20,000 to \$25,000. Therefore, the City expects to contribute \$5,000 to \$10,000 of the contract amount if awarded the maximum County grant of \$15,000.

Limit per community

No more than two (2) applications will be awarded per community during initial application cycle, due May 4, 2023. Beyond the initial application cycle, there will be no limit on applications within a given municipality. Applications will be received and reviewed until funds are exhausted.

If more than two (2) applications are received for a given municipality prior to the initial application deadline, the two highest scoring sites will be initially awarded. The remaining applications will be considered after the initial application deadline if funds remain available.

Minimum Score Required for consideration: 20 pts



July 18, 2023

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

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

Dear CLIENT;

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

The CLIENT and CONSULTANT agree as set forth below:

A. BASIC SERVICES

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

B. ADDITIONAL SERVICES

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

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

C. FEES FOR PROFESSIONAL SERVICES

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

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

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

D. CLIENT'S RESPONSIBILITY

The CLIENT shall be responsible for the following:

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

E. INSURANCE

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

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

3. Worker's Compensation and Employer's Liability

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

4. Professional Liability Insurance

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

F. COMPLETION SCHEDULE

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

G. NONDISCRIMINATION

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

H. EQUAL OPPORTUNITY

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

I. INDEMNIFICATION

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

J. TERM, TERMINATION, SUCCESSORS AND/OR ASSIGNS

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

K. DISPUTES

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

L. REVOCATION

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

M. AUTHORIZATION

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

This _____ day of _____, 2023

CLIENT
City of Columbia Heights

Name

Title

CONSULTANT
HKGi

Name:

Title

Attachment A Work Program

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

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

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

Assumptions

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

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



Creating Places that Enrich People's

Exhibit B

HKGi 2023 HOURLY RATES

| | |
|---------------------------|--------------|
| Principal..... | \$200-290/hr |
| Associate..... | \$150-200/hr |
| Senior Professional | \$110-160/hr |
| Professional II..... | \$90-135/hr |
| Professional I..... | \$50-90/hr |
| Technical | \$50-90/hr |
| Litigation Services | \$250-350/hr |
| Testimony..... | \$275-375/hr |

Incidental Expenses:

| | |
|-----------------------------|---------------------------|
| Mileage..... | current federal rate/mile |
| Photocopying BW | 5¢/page |
| Photocopying Color | 25¢/page |
| Outside Printing | Actual Cost |
| Large Format Scanning | Actual Cost |
| Lodging and meals..... | Actual Cost |

Contract: C000_____

AMERICAN RESCUE PLAN ACT (ARPA)**SUBRECIPIENT AGREEMENT****between****THE COUNTY OF ANOKA****AND****[REDACTED]**

This Subrecipient Agreement (hereinafter referred to as the "Agreement") is entered into as of the last date executed below, between the County of Anoka, a political subdivision of the State of Minnesota, 2100 Third Ave., Anoka, MN 55303 (hereinafter referred to as the "County"), and **[REDACTED]**, **[address]** (hereinafter referred to as the "Agency"):

RECITALS

- A. The County of Anoka is a Grantee of certain federal funds under the American Rescue Plan Act (ARPA), Public Law 117-2, signed into law on March 11, 2021, and all implementing rules and regulations applicable to the Coronavirus State Fiscal Recovery Fund (CSFRF) and the Coronavirus Local Fiscal Recovery Fund (CLFRF), CFDA number 21.027, established under ARPA.
- B. On March 11, 2021, the Anoka County Board of Commissioners approved an allocation of certain ARPA grant funds for eligible "government services", as defined by U. S. Treasury, which the county in turn has authority to pass through to eligible subrecipients consistent with guidance promulgated by the U.S. Department of Treasury.
- C. In spring 2023, Anoka County announced its Anoka County Regional Economic Development (ACRED) Pre-Development Grant Program to increase knowledge of specific high priority development sites around the County and to reduce development barriers. The ACRED Pre-Development Grant Program instructions and application are incorporated by reference and made part of this Subrecipient Agreement.
- D. The Agency has made an application for an award through the County and has been selected for funding in accordance with the terms of this Agreement.
- E. The parties acknowledge the intended outcome of this subrecipient program under ARPA is to promote economic development activity in Anoka County.
- F. The County will reimburse Agency for eligible expenses for services performed by the Agency as described within this Agreement, the Agency's approved application, and as authorized by County for the purpose of implementing predevelopment activities under APRA and the accompanying federal regulations.
- G. The attached exhibits as listed below are hereby incorporated in this Agreement and made a part hereof:

- PART I. GENERAL CONDITIONS
- PART II. FEDERAL AND LOCAL PROGRAM APPLICATION AND REQUIREMENTS
- PART III. EVALUATION AND RECORD KEEPING
- Exhibit A Disbursement Request form
- Exhibit B Required Federal Clauses for Subcontractors

Appendices:

- Appendix A Byrd Anti-Lobbying Certification
- Appendix B Debarment/Suspension Certification
- Appendix C Certification of Non-Conflict of Interest
- Appendix D Socioeconomic Report Form

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DRAFT

PART I. GENERAL CONDITIONS

1. SCOPE OF AGREEMENT

- a. ARPA funds available to the Agency through this Agreement constitute a subaward of the Grantee's Federal award under the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 CFR part 200. This Agreement includes terms and conditions of the Grantee's Federal award that are imposed on the Agency, and the Agency agrees to carry out its obligations in compliance with all of the obligations described in this Agreement.
- b. The Agreement between the parties shall consist of the application, signature page, the general conditions; the federal, state and local program requirements; the evaluation and record keeping requirements, each and every project exhibit incorporated into the Agreement; disbursement form with outcome and reporting data, all matters and laws incorporated by reference herein; and any written amendments made according to the general conditions. This Agreement supersedes any and all former agreements applicable to projects attached as exhibits to this Agreement.

2. SCOPE OF SERVICES

The Agency shall perform and carry out in a satisfactory and proper manner the services set forth in the Agreement and all Exhibits/Appendices attached hereto. In the case of multiple projects, each project shall correspond to a separate exhibit. This Agreement may be amended from time to time, in accordance with the general conditions, for the purpose of adding new projects, amending the scope of work, or for any other lawful purpose.

3. INCORPORATION OF RECITALS, EXHIBITS

The Recitals set forth in this Agreement, and all Exhibits and appendices attached are hereby incorporated by reference as if set forth in full in the body of this Agreement. All references hereafter to the "Agreement" shall refer collectively to the all contract documents, including those incorporated by reference.

4. COMMENCEMENT AND TERMINATION OF PROJECTS

The County shall furnish the Agency with written notice to proceed. No work on the project shall occur prior to the notice to proceed without written approval from the County. Termination dates for individual projects shall be specified in the appropriate exhibits and be in compliance with County requirements. The termination date may be changed through amendment of this Agreement.

5. ADMINISTRATION

- a. The Agency shall appoint a liaison person who shall be responsible for overall administration of ARPA grant funded project(s) and coordination with the County. The Agency shall also designate one or more representatives who shall be authorized to sign the *Disbursement Request Form*. The name of the authorized representative shall be specified in **Exhibit A**.

6. COMPENSATION AND METHOD OF PAYMENT

- a. The County shall reimburse the Agency for the services specified in the exhibits in an amount specified by the grant award and set forth in **Exhibit A**. Reimbursement requests shall be submitted on a *Disbursement Request Form*, signed by the Agency's authorized representative and must include all required supporting documentation for outcome data and reports consistent with the federal funding requirements.
- b. The Agency must submit a properly executed *Disbursement Request Form* to the county. The County will make payment to the Agency not more than thirty (30) days after said invoice and required supporting documentation are received and approved by Anoka County, except that **all**

payments are conditioned upon the County's receipt of federal funding. In the event there is a delay in the County's receipt of federal funds, payments to the Agency will also be delayed. It is the Agency's sole responsibility to conduct its business and engage in services/contracts accordingly, as the County is not responsible for any consequences or outcomes that may result from the delay of federal funds being available for use. The County will issue a statement of correction voucher in the event the voucher request is erroneous. Payment does not constitute absolute approval.

- c. For the 2023 grant cycle, the County requires 2023 Agency reimbursement requests be submitted no later than December 15, 2023. **Any funds committed but not spent by the end of this Agreement's term may be reallocated by the County.**

7. OPERATING BUDGET

The Agency shall apply the funds received from the County under this Agreement in accordance with its application for grant funds, the requirements of this Agreement, and the Exhibits attached hereto.

8. MODIFICATIONS / AMENDMENTS

Either party may request modifications in the scope of services, terms, or conditions of this Agreement. Proposed modifications that are mutually agreed upon shall only be valid if incorporated by written amendment to this Agreement. A written amendment may affect a project or projects authorized by this Agreement or may be of general application.

9. ASSIGNMENT AND SUBCONTRACTING

- a. The Agency shall not assign any portion of this Agreement without the written consent of the County.
- b. Any work or services assigned or subcontracted hereunder shall be subject to each provision of this Agreement and proper bidding procedures contained therein. The Agency agrees that it is as fully responsible to the County for the acts and omissions of its contractors and subcontractors and of their employees and agents, as it is for the acts and omissions of its own employees and agents.
- c. **Agency must include required federal clauses in any subcontracts or lower tier contracts using federal funds, in such form as contained in the application and set forth in Exhibit B.**

10. HOLD HARMLESS AND INDEMNIFICATION

- a. The Agency shall, to the greatest extent permitted by law, hold harmless, indemnify, and defend the County, its commissioners, officers, agents and employees against any and all claims, expenses (including attorneys' fees), losses, damages or lawsuits for damages arising from or related to the services to be provided under this Agreement, including but not limited to the negligence of the Agency or any contractors/subcontractors, entities, or persons for which the Agency is legally responsible.
- b. The Agency further agrees that it is financially responsible (liable) for any audit exception that occurs due to its negligence or failure to comply with the terms of the Agreement.

11. INSURANCE

If the Agency hires contractors/subcontractors for any work under this Agreement, the County of Anoka, including all its elected and appointed officials, all its employees and volunteers, all its boards, commissions and/or authorities and their board members, employees, and volunteers, and all its officers, agents, and consultants, must be named as Additional Insured on any Commercial General

Liability policies with respect to any contractor's or subcontractor's work and services performed for the Agency.

12. CONFLICT OF INTEREST

- a. Interest of Officers, Employees, or Agents - No employee, agent, consultant, officer, or elected or appointed official of the Agency who exercises any functions or responsibilities with respect to Block Grant Program activities assisted under this Program or who are in a position to participate in a decision making process or gain inside information with regard to such activities, may obtain a personal or financial interest or benefit from the activity, or have an interest in any contract, subcontract or agreement with respect thereto, or the proceeds thereunder, either for themselves or those with whom they have family or business ties, during their tenure or for one year thereafter.
- b. Interest of Subcontractor and Their Employees - The Agency agrees that it will execute the required Certification of Non-Conflict of Interest attached as an Appendix to this Agreement, and will incorporate into every subcontract required to be in writing and made pursuant to this Agreement the following provisions:

The Contractor covenants that no person who presently exercises any functions or responsibilities in connection with the Block Grant Program has any personal financial interest, direct or indirect, in this Contract. The Contractor further covenants that he/she presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of his services hereunder. The Contractor further covenants that in the performance of this Contract no person having any conflicting interest shall be employed. Any interest on the part of the Contractor or his employees must be disclosed to the Agency and the County.

13. DATA PRIVACY

All data collected, created, received, maintained, or disseminated, or used for any purposes in the course of the Provider's performance of this Agreement is governed by the Minnesota Government Data Practices Act, Minnesota Statutes 2003, Section 13.01 et seq. or any other applicable State statutes and any State rules adopted to implement the Act, as well as State statutes and Federal regulations on data privacy. The Provider agrees to abide by these statutes, rules, and regulations and as they may be amended.

14. TERMINATION

- a. Termination for Cause. This Agreement is subject to termination upon thirty (30) days written notice by the County should.
 - (1) The Agency mismanage or make improper or unlawful use of Agreement funds;
 - (2) The Agency fail to comply with the terms and conditions expressed herein or the applicable regulations and directives of the Federal Government, State, or County;
 - (3) The Agency fail to provide work or services expressed by this Agreement; or
 - (4) The Agency fail to submit reports or submit incomplete or inaccurate reports in any material respect.
- b. Termination for Convenience. The County may terminate this contract, in whole or in part, at any time by written notice to the Agency when it is in the Government's best interest. The Agency shall be paid its costs, including contract close-out costs, and profit on work performed up to the time of termination. The Agency shall promptly submit its termination claim to County

for the Agency to be paid. If the Agency has any property in its possession belonging to the County, the Agency will account for the same, and dispose of it in the manner the County directs.

- c. This Agreement may be terminated by the County immediately upon the receipt by the County of notice of the loss of federal funding for the Predevelopment Grant Program or any project of the Agency.
- d. Otherwise, this Agreement shall terminate on the latest termination date specified on the Exhibit(s) attached hereto and shall be subject to extension only by mutual agreement and amendment in accordance with the General Conditions of this Agreement except the County may terminate the agreement if funds are not expended as required.
- e. Upon termination of this Agreement, any unexpended balance of Agreement funds shall remain in the County Predevelopment Grant allocation unless/until reallocated by the County or returned to Treasury.
- f. In the event that termination occurs under paragraph a (1) of this section, the Agency shall return to the County all funds which were expended in violation of the terms of this Agreement.

PART II. FEDERAL AND LOCAL PROGRAM REQUIREMENTS

1. GENERAL REQUIREMENTS

The Agency shall comply with the American Rescue Plan Act (ARPA), Public Law 117-2, signed into law on March 11, 2021, and all implementing rules and regulations applicable to the Coronavirus State Fiscal Recovery Fund (CSFRF) and the Coronavirus Local Fiscal Recovery Fund (CLFRF), CFDA number 21.027, established under the American Rescue Plan Act.

2. PROCUREMENT STANDARDS

In awarding contracts pursuant to this Agreement, the Agency shall comply with all applicable requirements of local and state law for awarding contracts, including but not limited to procedures for competitive bidding, contractor's bonds, and retained percentages. In addition, the Agency shall comply with the requirements of the U.S. Office of Management and Budget Code of Federal Regulations 2 CFR part 200 as appropriate, relating to bonding, insurance and procurement standards; and with Executive Order 11246 regarding nondiscrimination bid conditions for projects over Ten Thousand and no/100 Dollars (\$10,000.00). Where federal standards differ from local or state standards, the stricter standards shall apply. The federal standard of Ten Thousand and no/100 Dollars (\$10,000.00) for competitive bidding shall apply only if the applicable state or local standard for competitive bidding is less strict than Ten Thousand and no/100 Dollars (\$10,000.00).

3. ENVIRONMENTAL REVIEW

- a. NEPA Exemption - Pursuant to U.S. Treasury guidance, a National Environmental Policy Act (NEPA) exemption is in place for the administration of ARPA funds. Agency may still be subject to NEPA review if it also receives funding from other federal financial assistance programs where no exemption applies.
- b. State Environmental Policy Act - Agencies that are branches of government under Minnesota Law, retain responsibility for fulfilling the requirements of the State Law regarding environmental policy and conservation, and regulations and ordinances adopted thereunder. If the agency is not a branch of government under Minnesota Law, the County may require the agency to furnish data,

information and assistance as necessary to enable the County to comply with the State Environmental Policy Act.

4. NO GOVERNMENT OBLIGATION TO THIRD PARTIES

No Obligation by the Federal Government. The Purchaser and Agency acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying contract, absent the express written consent by the Federal Government, the Federal Government is not a party to this contract and shall not be subject to any obligations or liabilities to the Purchaser, Agency, or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying contract.

The Agency agrees to include the above clause in each subcontract financed in whole or in part with ARPA federal funding. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

5. COMPLIANCE WITH FEDERAL LAW, REGULATIONS, AND EXECUTIVE ORDERS

This is an acknowledgement that FEMA (ARPA) financial assistance will be used to fund all or a portion of the above-referenced contract. By accepting this contract, the Agency agrees to comply with all applicable Federal law, regulations, executive orders, FEMA policies, procedures, and directives. **The federal requirements made part of the underlying contract between Anoka County and Agency must also be included in any subcontracts or lower tier contracts using federal funds, in such form as contained in Exhibit B.**

6. LOBBYING

The Lobbying requirements mandate the maximum flow down at every contracting tier, pursuant to Byrd Anti-Lobbying Amendment, 31 U.S.C. § 1352(b)(5).

Byrd Anti-Lobbying Amendment, 31 U.S.C. § 1352 (as amended)

Agencies who apply or bid for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, officer or employee of Congress, or an employee of a Member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient who in turn will forward the certification(s) to the awarding agency.

Required Certification. If applicable, Agency must sign and submit to the non-federal entity the certification attached hereto as an Appendix.

(To be submitted with each contract exceeding \$100,000)

7. CLEAN AIR ACT AND WATER POLLUTION CONTROL ACT

Clean Air: The Agency agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. §§ 7401 et seq. The Agency agrees to report each violation to the Purchaser and understands and agrees that the Purchaser will, in turn, report each violation as required to assure notification to the appropriate EPA Regional Office.

The Agency also agrees to include these requirements in each subcontract exceeding \$100,000 financed in whole or in part with Federal assistance provided to the County under ARPA.

Federal Water Pollution Control Act:

The Agency agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq.

The Agency agrees to report each violation to the (name of the applicant entering into the contract) and understands and agrees that the (name of the applicant entering into the contract) will, in turn, report each violation as required to assure notification to the Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.

By entering into this agreement, the Agency agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided through ARPA.

8. SUSPENSION AND DEBARMENT

- a. This contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such, the Agency is required to verify that none of the Agency's principals (defined at 2 C.F.R. § 180.995) or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).
- b. The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.
- c. This certification is a material representation of fact relied upon Agency/contractor. If it is later determined that the Agency did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to the County, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

9. PROCUREMENT OF RECOVERED MATERIALS

In the performance of this contract, the Agency shall make maximum use of products containing recovered materials that are EPA-designated items unless the product cannot be acquired:

1. Competitively within a timeframe providing for compliance with the contract performance schedule;
2. Meeting contract performance requirements; or
3. At a reasonable price.

Information about this requirement, along with the list of EPA- designated items, is available at EPA's Comprehensive Procurement Guidelines web site, <https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program>.

The Agency also agrees to comply with all other applicable requirements of Section 6002 of the Solid Waste Disposal Act.

10. DOMESTIC PREFERENCES FOR PROCUREMENTS

- a. As appropriate and to the extent consistent with federal law, including 2 C.F.R. § 200.322, the Agency should, to the greatest extent practicable under a federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured

products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.

- b. For purposes of this section:
- i. "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.
 - ii. "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

11. SOCIOECONOMIC AFFIRMATIVE STEPS (2 C.F.R. § 200.321)

In the performance of this contract, the Agency must take all necessary affirmative steps to make sure small and minority businesses, women-owned enterprises, and labor surplus area firms are used when possible (see [PDAT Field Manual](#) for definitions). Affirmative steps must include at least the following six steps:

- (1) Placing qualified small and minority businesses and women's business enterprises on bidding/solicitation lists;
- (2) Assuring that small and minority businesses and women's business enterprises are solicited whenever they are potential sources;
- (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
- (6) Requiring all subcontractors (if subcontracts are permitted) to take the same affirmative steps as listed in numbers 1 through 5 above.

The Agency and Contractors must complete a Socioeconomic Report Form or otherwise demonstrate activities relevant to the above affirmative requirements.

12. DHS SEAL, LOGO, AND FLAGS

The Agency shall not use the DHS seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific FEMA pre-approval.

13. PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS

The Agency acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the Agency's actions pertaining to this contract.

14. CIVIL RIGHTS REQUIREMENTS

The following requirements apply to all underlying contracts. The Agency also agrees to include these requirements in each subcontract financed in whole or in part with Federal assistance, modified only if necessary to identify the affected parties.

- a) Nondiscrimination - In accordance with Title VI of the Civil Rights Act, as amended, 42 U.S.C. § 2000d, section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, section 202 of the

Americans with Disabilities Act of 1990, 42 U.S.C. § 12132, the Agency agrees that it will not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, age, or disability.

- b) Age - In accordance with section 4 of the Age Discrimination in Employment Act of 1967, as amended, 29 U.S.C. § 623, the Agency agrees to refrain from discrimination against present and prospective employees for reason of age.
- c) Disabilities - In accordance with section 102 of the Americans with Disabilities Act, as amended, 42 U.S.C. § 12112, the Agency agrees that it will comply with the requirements of U.S. Equal Employment Opportunity Commission, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 C.F.R. Part 1630, pertaining to employment of persons with disabilities.

15. BREACHES AND DISPUTE RESOLUTION

- a. **Disputes** - Disputes arising in the performance of this Contract which are not resolved by agreement of the parties shall be decided in writing by the authorized representative of County. This decision shall be final and conclusive unless within ten (10) days from the date of receipt of its copy, the Agency mails or otherwise furnishes a written appeal to the County Purchasing Manager. In connection with any such appeal, the Agency shall be afforded an opportunity to be heard and to offer evidence in support of its position. The decision of the County Purchasing Manager shall be binding upon the Agency and the Agency shall abide by the decision.
- b. **Performance During Dispute** - Unless otherwise directed by County, Agency shall continue performance under this Contract while matters in dispute are being resolved.
- c. **Claims for Damages** - Should either party to the Contract suffer injury or damage to person or property because of any act or omission of the party or of any of his employees, agents or others for whose acts he is legally liable, a claim for damages therefor shall be made in writing to such other party within a reasonable time after the first observance of such injury or damage.
- d. **Venue** - Unless this contract provides otherwise, all claims, counterclaims, disputes and other matters in question between the County and the Agency arising out of or relating to this agreement or its breach will be decided in a court of competent jurisdiction within the State of Minnesota, County of Anoka.
- e. **Rights and Remedies** - The duties and obligations imposed by the Contract Documents and the rights and remedies available thereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law. No action or failure to act by the County, Officers, agents or contractors shall constitute a waiver of any right or duty afforded any of them under the Contract, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach thereunder, except as may be specifically agreed in writing.

16. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT

Contract Work Hours and Safety Standards Act. The Agency Head shall cause or require the contracting officer to insert the following clauses set forth in paragraphs (1), (2), (3), and (4) of this section in full in any contract in an amount in excess of \$100,000 and subject to the overtime provisions of the Contract Work Hours and Safety Standards Act. These clauses shall be inserted in addition to the clauses required by § 5.5(a) or § 4.6 of part 4 of this title. As used in this paragraph, the terms *laborers* and *mechanics* include watchmen and guards.

- (1) **Overtime requirements.** No Agency or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any

workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

- (2) **Violation; liability for unpaid wages; liquidated damages.** In the event of any violation of the clause set forth in paragraph (b)(1) of this section the Agency and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such Agency and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1) of this section, in the sum of \$27 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1) of this section.
- (3) **Withholding for unpaid wages and liquidated damages.** The (write in the name of the Federal agency or the loan or grant recipient) shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the Agency or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such Agency or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2) of this section.
- (4) **Subcontracts.** The Agency or subcontractor shall insert in any subcontracts the clauses set forth in paragraph (1) through (4) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (1) through (4) of this section.

17. EQUAL EMPLOYMENT OPPORTUNITY

The following equal employment opportunity requirements apply to the underlying contract:

- 1) Age - In accordance with section 4 of the Age Discrimination in Employment Act of 1967, as amended, 29 U.S.C. § 623, the Agency agrees to refrain from discrimination against present and prospective employees for reason of age.
- 2) Disabilities - In accordance with section 102 of the Americans with Disabilities Act, as amended, 42 U.S.C. § 12112, the Agency agrees that it will comply with the requirements of U.S. Equal Employment Opportunity Commission, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 C.F.R. Part 1630, pertaining to employment of persons with disabilities.
- 3) Race, Color, Creed, National Origin, Sex - In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. § 2000e, the Agency agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 C.F.R. Parts 60 et seq., (which implement Executive Order No. 11246, "Equal Employment Opportunity," as amended by Executive Order No. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," 42 U.S.C. § 2000e note), and with any applicable Federal statutes, executive orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of the Project. The Agency agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, national origin, sex, or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

18. HISTORIC PRESERVATION

The Agency shall meet the historic preservation requirements of Public Law 89-665 and the Archeological and Historic Preservation Act of 1974 (Pub. L. 93-291) and Executive Order 11593, including the procedures prescribed by the Advisory Council on Historic Preservation in the Regulations at 36 CFR pt. 800. Activities affecting property listed in or found to be eligible for inclusion in the National Register of Historic Places will be subject to requirements set forth in HUD Environmental Review Procedures at 24 CFR pt. 58.

19. NONPARTICIPATION IN POLITICAL ACTIVITIES

The Agency shall comply with the provisions of the Hatch Act (5 USC Chapter 15).

20. NON-SUBSTITUTION FOR LOCAL FUNDING

The ARPA Funding made available under this Agreement shall not be utilized by the Agency to reduce substantially the amount of local financial support for community development activities below the level of such support prior to the availability of funds under this Agreement.

21. PUBLIC OWNERSHIP

For agencies which are not municipal corporations organized under the laws of the State of Minnesota, it may become necessary to grant the County a property interest where the subject project calls for the acquisition, construction, reconstruction, rehabilitation, or installation of publicly-owned facilities and improvements. The Agency shall comply with current County policy regarding transfer of a property interest sufficient to meet the public ownership requirement.

22. PUBLIC INFORMATION

In all news releases and other public notices related to projects funded under this Agreement, the Agency shall include information identifying the source of funds as the Anoka County Predevelopment Grant Program.

23. APPLICABLE UNIFORM ADMINISTRATIVE REQUIREMENTS

An Agency (recipients and sub-recipients) including public agencies shall comply with the requirements and standards of the Office of Management and Budget, Code of Federal Regulations 2 CFR 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Regulations available at www.ecfr.gov and www.cfo.gov/cofar.

24. OTHER TERMS AND CONDITIONS OF THE FEDERAL AWARD

A. General Compliance

The Agency shall comply with all applicable provisions of the ARPA, Public Law No. 116-136 that govern the use of Federal funds available under this Agreement. The Agency shall also comply with all other applicable Federal, state and local laws, regulations, and policies that govern the use of the ARPA funds in complying with its obligations under this Agreement, regardless of whether ARPA funds are made available to the Agency on an advance or reimbursement basis.

B. Duplication of Grant Funds

The Agency shall not carry out any of the activities under this Agreement in a manner that results in a prohibited duplication of grant awards for the same or similar expenses of any kind. If Grantee determines grant funds were received for duplicate services/expenses reimbursed by other sources, Agency shall immediately repay Grantee the amount of grant funds awarded for such duplicate activities.

C. Client Data and Other Sensitive Information

The Agency must comply with 2 CFR §200.303 and take reasonable measures to safeguard protected

personally identifiable information, as defined in 2 CFR §200.82, and other information the Grantee designates as sensitive or the Agency considers sensitive consistent with applicable Federal, state, local, and tribal laws regarding privacy and obligations of confidentiality.

D. Close-Out

The Agency shall closeout its use of the ARPA funds and its obligations under this Agreement by complying with the closeout procedures provided by Grantee's Program Administrator. Activities during this close-out period may include, but are not limited to: making final payments, return of all unused materials, equipment, unspent funds to the Grantee, and determining the custodianship of records. Any close-out responsibilities of the Agency receiving federal grant funds shall survive termination of this Agreement.

PART III. EVALUATION, AUDIT, RECORD KEEPING

1. EVALUATION / OUTCOMES

The Agency agrees to participate with the County in any evaluation project or performance report, as designed by the County or the appropriate Federal agency, and to make available all information required by any such evaluation process. (See Exhibit A for Outcome Reporting Requirements)

2. ACCESS TO RECORDS / RIGHT TO AUDIT

a. The following access to records requirements apply to this contract:

- (1) The Agency agrees to provide Anoka County, the FEMA (ARPA) Administrator, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the Agency which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions.
- (2) The Agency agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.
- (3) The Agency agrees to provide the FEMA (ARPA) Administration or his/her authorized representatives access to construction or other work sites pertaining to the work being completed under the contract.
- (4) In compliance with the Disaster Recovery Act of 2018, the County of Anoka and the Agency acknowledge and agree that no language in this contract is intended to prohibit audits or internal reviews by the FEMA or ARPA Administrator or the Comptroller General of the United States.
- (5) Access to records and documents with respect to all matters covered by this Agreement shall continue during the performance of this Agreement and during the period of retention specified in this Part III.

b. Single Audit

The Subrecipient may be audited to verify all or parts of the Subrecipient's Federal awards expended during the respective performance period upon request by federal, state, or local auditors. As needed, Subrecipient must allow Grantee's Program Administrator, Anoka County, State and Federal Auditors, or any of their authorized representatives (which may include other independent financial analysts) (collectively, "Auditors") access to documentation related to this Agreement and the grant. Subrecipient must allow the Auditors to examine, audit, excerpt, and transcribe any books, documents, papers, records, or other data, which are pertinent to Subrecipient's accounting practices and procedures, and involve transactions relating to this Agreement.

3. MERGER AND SEVERABILITY

The is the entire Agreement between Grantee and Subrecipient, and it supersedes any oral agreements and negotiations between the parties relating to the subject matter. All items that are referenced or that are attached are incorporated and made a part of this Agreement. If there is any conflict between the terms of this Agreement and referenced or attached items, the terms of this Agreement shall prevail. Only written alterations, variations or modifications of the provisions of this Agreement will be valid. If any provision of this Agreement is held invalid, illegal or unenforceable, the remaining provisions will not be affected.

4. SIGNATURES / COUNTERPARTS

Each person executing this Agreement on behalf of a party represents and warrants that such person is duly and validly authorized to do so on behalf of such party. This Agreement may be executed in counterparts, each of which will be deemed an original, but all of which taken together constitutes but one and the same instrument.

5. RETENTION OF RECORDS

Records documenting this CDBG funded project shall be retained by the Agency for five (5) years after completion with all Project requirements, except as follows: (1) Records that are the subject of audit findings shall be retained for five (5) years after such findings have been resolved. (2) Records for nonexpendable property shall be retained for five (5) years after its final disposition. Nonexpendable property is defined in the U.S. Office of Management and Budget Circular No. A-102 or A-110 as appropriate. Records may be kept in either a paper or electronic format.

IN WITNESS WHEREOF, the parties of this Agreement have hereunto set their hands on the dates written below:

COUNTY OF ANOKA

AGENCY

By: _____
Rhonda Sivarajah
County Administrator

Signature: _____
Grantee

Date: _____

Date: _____

APPROVED AS TO FORM:

By: _____
Assistant County Attorney

Signature: _____

Date: _____

Title: _____

Date: _____



CITY COUNCIL MEETING

| | |
|-----------------------|-----------------|
| AGENDA SECTION | CONSENT |
| MEETING DATE | AUGUST 28, 2023 |

| | | |
|--|---|---|
| ITEM: | Approval of Professional Services Agreement Between the City of Columbia Heights and Hoisington Koegler Group Inc. | |
| DEPARTMENT: | Community Development | BY/DATE: Andrew Boucher/ August 24, 2023 |
| CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i> | | |
| <input type="checkbox"/> Healthy and Safe Community <input checked="" type="checkbox"/> Thriving and Vibrant Destination Community | | |
| <input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly <input checked="" type="checkbox"/> Strong Infrastructure and Public Services | | |
| <input type="checkbox"/> Trusted and Engaged Leadership <input type="checkbox"/> Sustainable | | |

BACKGROUND

In late 2022, staff were informed that Medtronic was making plans to vacate their Columbia Heights campus located at 800 53rd Avenue NE, the property was listed for sale in December of 2022, and staff collaborated with the listing broker to provide guidance on potential parameters for redevelopment of the site. Given the large size of the property and desirable location, numerous uses could be considered, including high density residential. The site is one of the largest commercial properties in the City and accounts for 13% of the total amount of commercial property. The proximity to Central Avenue, location on 53rd Avenue NE, and presence of Sullivan Lake Park provide unique redevelopment opportunities. Any redevelopment project will result in infrastructure upgrades such as improvements to stormwater, sanitary sewer, street, electrical and gas systems.

Despite redevelopment potential, there is no specific guidance in the City’s Comprehensive Plan besides guiding the site for commercial use and the plan assumes Medtronic will remain the primary user. Following the listing, staff received a handful of inquiries from redevelopers and advised them that the City viewed the site as a prime prospect for redevelopment, but specific guidance for the site has not been developed at this time. Therefore, the City intends to use the consultant, HKGi, who prepared the 2040 Comprehensive Plan to develop a design framework and conduct engagement activities through two phases. Phase I would include evaluating the redevelopment site and the neighborhood context, facilitating meetings and workshops with staff, City Council and Planning Commission, and the neighborhood to establish redevelopment goals with a focus on land use and design elements. Phase II is expected to cover the amendment process and submittal to the Metropolitan Council.

STAFF RECOMMENDATION

Staff recommends that the City Council adopt Resolution 2023-47, authorizing a Professional Services Agreement with Hoisington Koelger Group Inc. (HKGi) for up to \$25,000.00 from the City’s Planning and Inspections Fund 201.

RECOMMENDED MOTION(S):

MOTION: Move to waive the reading of Resolution 2023-47, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2023-47, a resolution approving Professional Services Agreement with HKGi for up to \$25,000.00 in funds from the City's Planning and Inspections Fund 201 and authorize the execution of the agreement for the associated project costs.

ATTACHMENT(S):

- [Resolution 2023-47](#)
- [HKGi - Professional Services Agreement](#)

RESOLUTION NO. 2023-47

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

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

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

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

WHEREAS, The current 2023 budget for the City’s Planning and Inspections Fund 201 does not include this project and must be amended, as the project was not contemplated when the City adopted the 2023 budget.

NOW, THEREFORE BE IT RESOLVED, in accordance with the foregoing, and all ordinances and regulations of the City of Columbia Heights, the City Council of the City of Columbia Heights hereby approves the Agreement between the City of Columbia Heights and HKGi, and the Mayor and City Manager are hereby authorized to execute such Agreement and any amendments necessary to fulfil the intent of the Agreement.

NOW, THEREFORE BE IT FURTHER RESOLVED, The City herby amends the 2023 budget for the Planning and Inspections Fund 201 to appropriate \$25,000 for additional estimated project costs.

Passed this 28th day of August, 2023

Offered by:
Seconded by:
Roll Call:

Amáda Márquez Simula, Mayor

Attest:

Sara Ion, City Clerk



July 18, 2023

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

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

Dear CLIENT;

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

The CLIENT and CONSULTANT agree as set forth below:

A. BASIC SERVICES

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

B. ADDITIONAL SERVICES

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

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

C. FEES FOR PROFESSIONAL SERVICES

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

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

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

D. CLIENT'S RESPONSIBILITY

The CLIENT shall be responsible for the following:

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

E. INSURANCE

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

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

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

- 4. Professional Liability Insurance
 - \$2,000,000 per claim
 - \$4,000,000 annual aggregate

F. COMPLETION SCHEDULE

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

G. NONDISCRIMINATION

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

H. EQUAL OPPORTUNITY

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

I. INDEMNIFICATION

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

J. TERM, TERMINATION, SUCCESSORS AND/OR ASSIGNS

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

K. DISPUTES

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

L. REVOCATION

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

M. AUTHORIZATION

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

This _____ day of _____, 2023

CLIENT
City of Columbia Heights

Name

Title

CONSULTANT
HKGi

Name:

Title

Attachment A Work Program

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

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

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

Assumptions

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

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



Creating Places that Enrich People's

Exhibit B

HKGi 2023 HOURLY RATES

| | |
|---------------------------|--------------|
| Principal..... | \$200-290/hr |
| Associate..... | \$150-200/hr |
| Senior Professional | \$110-160/hr |
| Professional II..... | \$90-135/hr |
| Professional I..... | \$50-90/hr |
| Technical | \$50-90/hr |
| Litigation Services | \$250-350/hr |
| Testimony..... | \$275-375/hr |

Incidental Expenses:

| | |
|-----------------------------|---------------------------|
| Mileage..... | current federal rate/mile |
| Photocopying BW | 5¢/page |
| Photocopying Color | 25¢/page |
| Outside Printing | Actual Cost |
| Large Format Scanning | Actual Cost |
| Lodging and meals..... | Actual Cost |



| | |
|----------------|-----------------|
| AGENDA SECTION | CONSENT |
| MEETING DATE | AUGUST 28, 2023 |

| | | | | | | | | | | |
|---|---|--|---|---|--|---|---|--|--|---|
| ITEM: | Rental Occupancy Licenses for Approval | | | | | | | | | |
| DEPARTMENT: Fire | BY/DATE: Assistant Fire Chief Dan O'Brien/ August 28, 2023 | | | | | | | | | |
| <p>CITY STRATEGY: <i>(please indicate areas that apply by adding a bold "X" in front of the selected text below)</i></p> <table> <tr> <td><input type="checkbox"/> Safe Community</td> <td><input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel</td> </tr> <tr> <td><input type="checkbox"/> Economic Strength</td> <td><input checked="" type="checkbox"/> Excellent Housing/Neighborhoods</td> </tr> <tr> <td><input type="checkbox"/> Equity and Affordability</td> <td><input type="checkbox"/> Strong Infrastructure/Public Services</td> </tr> <tr> <td><input type="checkbox"/> Opportunities for Play and Learning</td> <td><input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population</td> </tr> </table> | | | <input type="checkbox"/> Safe Community | <input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel | <input type="checkbox"/> Economic Strength | <input checked="" type="checkbox"/> Excellent Housing/Neighborhoods | <input type="checkbox"/> Equity and Affordability | <input type="checkbox"/> Strong Infrastructure/Public Services | <input type="checkbox"/> Opportunities for Play and Learning | <input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population |
| <input type="checkbox"/> Safe Community | <input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel | | | | | | | | | |
| <input type="checkbox"/> Economic Strength | <input checked="" type="checkbox"/> Excellent Housing/Neighborhoods | | | | | | | | | |
| <input type="checkbox"/> Equity and Affordability | <input type="checkbox"/> Strong Infrastructure/Public Services | | | | | | | | | |
| <input type="checkbox"/> Opportunities for Play and Learning | <input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population | | | | | | | | | |

BACKGROUND: Consideration of approval of attached list of rental housing license applications

| |
|--|
| RECOMMENDED MOTION: |
| MOTION: Move to approve the items listed for rental housing license applications for August 28, 2023, in that they have met the requirements of the Property Maintenance Code. |

ATTACHMENT:
Rental Occupancy Licenses for Approval – 8-28-23



COLUMBIA HEIGHTS

PROPERTY MAINTENANCE

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

Rental Occupancy Licenses for Approval - 8/28/23

| LICENSEE | LICENSE ADDRESS | LICENSE INFORMATION |
|---|--|---|
| Fernandez-Cuzco, Tomas 4636 Taylor St NE Columbia Heights, MN 55421 | 4636 Taylor St NE #Up | 23-0006606 Family Exempt Rental License Number of licensed units: 1 \$225.00 |
| Alvarado, Felix 16920 Chisholm St NE Ham Lake, MN 55304 | 1020 44 1/2 Ave NE | 23-0006690 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00 |
| Bermeo, Angel 4639 Washington St NE Columbia Heights, MN 55421 | 4641 Washington St NE | 23-0006769 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00 |
| Buecksler, Caleb 517 Heinel Dr Roseville, MN 55113 | 4442 Tyler Pl NE 4444 Tyler Pl NE | 23-0006591 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00 |
| Campoverde-Nistler, Nicole 2105 Argonne Dr NE Columbia Heights, MN 55421 | 1411 37th Ave NE 3700 Lincoln St NE | 23-0006711 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00 |
| Campoverde-Nistler, Nicole 2105 Argonne Dr NE Columbia Heights, MN 55421 | 5152 Washington St NE 5154 Washington St NE | 23-0006788 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00 |
| Fragale, Pat Estate of Fragale Sr., Edward P. 13570 Grove Drive#314 Maple Grove, MN 55311 | 1300 Circle Terrace Blvd NE 1302 Circle Terrace Blvd NE | 23-0006537 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00 |
| Gorelick, Todd Bridge SFR IV Seed Borrower LLC 6836 Carnegie Blvd.#300 Charlotte, NC 28211 | 4446 Madison St NE | 23-0006757 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00 |
| Haase, Mark 908 Cottage Ave E Saint Paul, MN 55106 | 1816 44th Ave NE | 23-0006712 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00 |
| Harris, Jay Jay's Properties, LLC 16600 86th Ave N Maple Grove, MN 55311 | 1065 Polk Pl NE 1067 Polk Pl NE | 23-0006525 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00 |

| LICENSEE | LICENSE ADDRESS | LICENSE INFORMATION |
|--|--|---|
| Herron, Lindsay 5077 Harff Road Greenfield, MN 55357 | 5258 6th St NE | 23-0006789 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00 |
| Huffman, Patrick 11262 Tyler St Blaine, MN 55434 | 4002 Reservoir Blvd NE 4004 Reservoir Blvd NE | 23-0006730 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00 |
| Johnson, Clifford 1027 43 1/2 Ave NE Columbia Heights, MN 55421 | 1027 43 1/2 Ave NE 1029 43 1/2 Ave NE | 23-0006692 Family Exempt Rental License Number of licensed units: 2 \$75.00 |
| Khan, Mujtaba TSK Properties, LLC 2641 Ashley Terrace New Brighton, MN 55112 | 1124 45th Ave NE 1126 45th Ave | 23-0006700 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00 |
| Kinch, Susan 1223 Cir Terrace Blvd NE Columbia Heights, MN 55421 | 1221 Circle Terrace Blvd NE | 23-0006533 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00 |
| Lamberty Pabon, Jashira 218 42nd Ave NE Columbia Heights, MN 55421 | 220 42nd Ave NE 218 42nd Ave NE | 23-0005880 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00 |
| LeMon, Brian 4344 Quincy LLC 10551 Major Ave N Brooklyn Park, MN 55443 | 4344 Quincy St NE 4346 Quincy St NE | 23-0006752 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00 |
| Loen, Doris 387 N Lakeshore Dr Glenwood, MN 56334 | 4842 Monroe St NE | 23-0006778 Family Exempt Rental License Number of licensed units: 1 \$75.00 |
| Marquette, Joel 4300 Reservoir Blvd NE Columbia Heights, MN 55421 | 1037 43 1/2 Ave NE 1035 43 1/2 Ave NE | 23-0006696 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00 |
| Martinez, Mackenzie 1077 Polk Circle NE Columbia Heights, MN 55421 | 1075 Polk Cir NE 1077 Polk St NE | 23-0006697 Family Exempt Rental License Number of licensed units: 2 \$75.00 |
| McCracken, Corey Empower Funding LLC 2400 Grand St NE Minneapolis, MN 55418 | 4232 5th St NE | 23-0006581 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00 |
| McFarlane, Greg Second Chance House LLC 3980 5th St NE Columbia Heights, MN 55421 | 400 40th Ave NE | 23-0006386 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00 |
| Ringate, Allen 4490 Comstock Ln N Plymouth, MN 55446 | 1300 45 1/2 Ave NE 1302 45 1/2 Ave NE | 23-0006536 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00 |

| LICENSEE | LICENSE ADDRESS | LICENSE INFORMATION |
|--|--|---|
| Riveness, Luke 4813 E. Upland Crest Columbia Heights, MN 55421 | 1905 44th Ave NE | 23-0006411 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00 |
| Roering, Mark Bridge Investments LLC 6905 Wayzata Blvd Saint Louis Park, MN 55426 | 3948 5th St NE | 23-0006388 Rental License [Over 3 Units] Number of licensed units: 7 \$404.00 |
| Rogers, Linda 1057 Polk Place NE Columbia Heights, MN 55421 | 1057 Polk Pl NE | 23-0006524 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00 |
| Rozman, Michael Lynde Investment Company, LLP 2700 Drew Ave S Minneapolis, MN 55416 | 4707 University Ave NE | 23-0006613 Rental License [Over 3 Units] Number of licensed units: 11 \$492.00 |
| Rudnitski, Kathleen 4618 4th Street NE Columbia Heights, MN 55421 | 5122 7th St NE | 23-0006785 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00 |
| Saletis, Anna 901 46 1/2 Ave NE Hilltop, MN 55421 | 4650 Washington St NE 4652 Washington St NE | 23-0006770 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00 |
| Sandsness, Patsy 1216 43 1/2 Ave NE Columbia Heights, MN 55421 | 1214 43 1/2 Ave NE | 23-0006702 Family Exempt Rental License Number of licensed units: 1 \$75.00 |
| Sanford, Ronald 7028 Oliver Ave N Brooklyn Center, MN 55430 | 4912 Tyler St NE 4914 Tyler St NE | 23-0006617 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00 |
| <i>*New License</i> | | |
| Sheikh, Fakhrudin Connexion LLC 4180 Maureen Dr NE Columbia Heights, MN 55421 | 4180 Maureen Dr NE | 23-0006824 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00 |
| Sheikh, Shehla 21592 North Tiffany Court Kildeer, IL 60047 | 514 Huset Pkwy NE | 23-0006811 Rental License [1 - 3 Units] Number of licensed units: 1 \$450.00 |
| Sibell, Robert 7898 Century Trail Lino Lakes, MN 55014 | 4049 Washington St NE | 23-0006828 Family Exempt Rental License Number of licensed units: 1 \$75.00 |
| Sultana, Zehra Clifton Properties, LLC 8445 Center Dr Spring Lake Park, MN 55432 | 1711 37th Ave NE 1709 37th Ave NE | 23-0006415 Rental License [1 - 3 Units] Number of licensed units: 2 \$300.00 |

| LICENSEE | LICENSE ADDRESS | LICENSE INFORMATION |
|---|----------------------|---|
| Troy, Terrence Columbia Heights Housing LP/Real Estate Equities Management LLC 579 Selby Ave Saint Paul, MN 55102 | 841 41st Ave NE | 23-0006633 Rental License [Over 3 Units] Number of licensed units: 21 \$712.00 |
| Velagapudi, Aparna 4561 Olde Perimeter Way#2405 Dunwoody, GA 30346 | 305 Kathy Ln NE | 23-0006546 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00 |
| Velez, Angel 2401 Elliot Ave S Minneapolis, MN 55404 | 3905 Van Buren St NE | 23-0006395 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00 |
| Wadi, Lianne 231 Wyndham Circle W New Brighton, MN 55112 | 790 Parkside Ln NE | 23-0006794 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00 |
| Weber, Kurt KDWeber89 LLC 2300 Lakeridge Dr White Bear Lake, MN 55110 | 3815 Van Buren St NE | 23-0006554 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00 |
| Zirkind, Adala 5131 Kimberly Rd Minnetonka, MN 55345 | 3820 Tyler St NE | 23-0006555 Rental License [1 - 3 Units] Number of licensed units: 1 \$300.00 |



CITY COUNCIL MEETING

| | |
|-----------------------|-----------------------|
| AGENDA SECTION | CONSENT AGENDA |
| MEETING DATE | AUGUST 28, 2023 |

| | | |
|---|---|---|
| ITEM: | License Agenda. | |
| DEPARTMENT: | Community Development | BY/DATE: Alicia Howe / August 23, 2023 |
| CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i> | | |
| <input checked="" type="checkbox"/> Healthy and Safe Community | <input type="checkbox"/> Thriving and Vibrant Destination Community | |
| <input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly | <input type="checkbox"/> Strong Infrastructure and Public Services | |
| <input type="checkbox"/> Trusted and Engaged Leadership | <input type="checkbox"/> Sustainable | |

BACKGROUND

Attached is the business license agenda for the August 28, 2023, City Council meeting. This agenda consists of applications for 2023: Contractor Licenses, Tree Services Licenses, Peddler/Solicitor and Transient Merchant Licenses, and Secondhand Goods Merchant Licenses. At the top of the license agenda there is a phrase stating "*Signed Waiver Form accompanied application", noting that the data privacy form has been submitted as required. If not submitted, certain information cannot be released to the public.

| |
|--|
| RECOMMENDED MOTION(S): |
| MOTION: Move to approve the items as listed on the business license agenda for August 28, 2023 as presented. |

ATTACHMENT(S):

- Contractor Licenses – 2023
- Tree Services License – 2023
- Peddler/Solicitor and Transient Merchant Licenses – 2023
- Secondhand Goods Merchant Licenses – 2023

TO CITY COUNCIL AUGUST 28, 2023

*Signed Waiver Form accompanied application

Contractor Licenses – 2023

| | | |
|----------------------------------|--|---------|
| NORTHERN AIR HEATING AND COOLING | 888 COUNTY RD D W, STE 212, NEW BRIGHTON, MN | \$80.00 |
| *A ABC APPLIANCE & HEATING LLC | 8818 7 TH AVENUE, GOLDEN VALLEY, MN | \$80.00 |
| *WOODLAND WAY INC | 2901 E FRANKLIN AVE, MINNEAPOLIS, MN | \$80.00 |

Tree Services Licenses – 2023

| | | |
|-------------------------|-------------------------------------|---------|
| *VITAL TREE SERVICE LLC | 474 BLUEBIRD LANE, WOODBURY, MN | \$80.00 |
| *YES! TREES LLC | 9201 PINEVIEW LANE, MAPLE GROVE, MN | \$80.00 |

Peddler/Solicitor and Transient Merchant Licenses – 2023

| | | |
|-------------------------|---|----------|
| *LEGACY RESTORATION LLC | 15350 25 TH AVE, STE 114, PLYMOUTH, MN | \$100.00 |
|-------------------------|---|----------|

Secondhand Goods Merchant Licenses – 2023

| | | |
|----------|--|----------|
| *TVI INC | 11400 SE 6 TH STREET, STE 125, BELLEVUE, WA | \$100.00 |
|----------|--|----------|



CITY COUNCIL MEETING

| | |
|-----------------------|-----------------|
| AGENDA SECTION | CONSENT AGENDA |
| MEETING DATE | AUGUST 28, 2023 |

| | | |
|--|-------------------------|---------------------------------|
| ITEM: | Review of Bills. | |
| DEPARTMENT: | Finance Department | BY/DATE: August 28, 2023 |
| <p>CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i></p> <p> <input type="checkbox"/> Healthy and Safe Community <input type="checkbox"/> Thriving and Vibrant Destination Community <input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly <input type="checkbox"/> Strong Infrastructure and Public Services <input checked="" type="checkbox"/> Trusted and Engaged Leadership <input type="checkbox"/> Sustainable </p> | | |

BACKGROUND

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

STAFF RECOMMENDATION

Approve payments since previous City Council Meeting.

| |
|--|
| RECOMMENDED MOTION(S): |
| <p>MOTION: Move that in accordance with Minnesota Statute 412.271, subd. 8 the City Council has reviewed the enclosed list to claims paid by check and by electronic funds transfer in the amount of \$1,402,091.32.</p> |

ATTACHMENT(S):

List of Claims

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 08/11/2023 - 08/24/2023

Item 10.

| Check Date | Bank | Check # | Invoice | Payee | Description | GL # | Amount |
|------------|------|---------|--------------|--|------------------------------------|------------------|-----------|
| 08/17/2023 | MAIN | 195956 | 20 | 1-800-GOT-JUNK? | OUTSIDE STORAGE REMOVAL 060723 - | 06415.6450.44000 | 2,997.35 |
| 08/17/2023 | MAIN | 195957 | 5623539 | 56 BREWING LLC | 080123 INV | 609.0000.14500 | 342.00 |
| 08/17/2023 | MAIN | 195958 | 3690106 | ADAM'S PEST CONTROL, INC | PEST CONTROL JPM 072523 | 101.5129.44020 | 90.00 |
| 08/17/2023 | MAIN | 195959 | 419-21439604 | AEP ENERGY INC | 070723 SOLAR POWER | 101.2100.43810 | 940.88 |
| | | 195959 | 419-21444838 | | 080423 SOLAR POWER | 101.2100.43810 | 980.18 |
| | | 195959 | 419-21439604 | | 070723 SOLAR POWER | 101.2200.43810 | 940.88 |
| | | 195959 | 419-21444838 | | 080423 SOLAR POWER | 101.2200.43810 | 980.17 |
| | | 195959 | 419-21439604 | | 070723 SOLAR POWER | 240.5500.43810 | 3,728.40 |
| | | 195959 | 419-21444838 | | 080423 SOLAR POWER | 240.5500.43810 | 3,840.45 |
| | | 195959 | 419-21439604 | | 070723 SOLAR POWER | 701.9950.43810 | 1,966.69 |
| | | 195959 | 419-21444838 | | 080423 SOLAR POWER | 701.9950.43810 | 2,049.31 |
| | | | | | | | 15,426.96 |
| 08/17/2023 | MAIN | 195960 | 10024082023 | AI TECHNOLOGIES, LLC. | BSWIFT 0823 | 101.1320.43050 | 723.33 |
| 08/17/2023 | MAIN | 195961 | 050423 | ANDREWS/TERRY S | UMPIRE MENS SOFTBALL 050423-072023 | 101.5001.43050 | 540.00 |
| 08/17/2023 | MAIN | 195962 | 1711 | ANOKA COUNTY LIBRARY | 0723 CATALOGING | 240.5500.43050 | 47.61 |
| | | 195962 | 1710 | | 0723 NOTICES | 240.5500.43050 | 100.00 |
| | | | | | | | 147.61 |
| 08/17/2023 | MAIN | 195963 | 071323 | ANOKA COUNTY PROPERTY RECORIASSESSMENT CONTRACT TAXES LEVIED | 20101.0000.20800 | | 94,927.00 |
| | | 195963 | 071323 | | ASSESSMENT CONTRACT TAXES LEVIED | 20101.1550.43050 | 520.00 |
| | | | | | | | 95,447.00 |
| 08/17/2023 | MAIN | 195964 | 2500289785 | ARAMARK UNIFORM & CAREER AP | 080123 MOPS,MATS,TOWELS | 609.9791.44020 | 102.96 |
| | | 195964 | 2500287355 | | 072723 MOPS,MATS,TOWELS | 609.9792.44020 | 109.56 |
| | | 195964 | 2500291481 | | 080323 MOPS,MATS,TOWELS | 609.9792.44020 | 109.56 |
| | | 195964 | 2500287299 | | 072723 MOPS,MATS,TOWELS | 609.9793.44020 | 72.24 |
| | | 195964 | 2500291450 | | 080323 MOPS,MATS,TOWELS | 609.9793.44020 | 72.24 |
| | | | | | | | 466.56 |
| 08/17/2023 | MAIN | 195965 | 317 | ARISE OUTDOOR SERVICES LLC | GRASS/WEED REMOVAL, HAUL 4219 7TH | 415.6450.44000 | 275.00 |
| 08/17/2023 | MAIN | 195966 | 01P99988 | ASTLEFORD INTERNATIONAL | OIL PAN KIT | 701.0000.14120 | 760.90 |
| 08/17/2023 | MAIN | 195967 | 2037680934 | BAKER & TAYLOR | BOOK ORDER | 240.5500.42180 | 212.18 |
| | | 195967 | 2037671287 | | BOOK ORDER | 240.5500.42180 | 20.65 |
| | | 195967 | 2037678256 | | BOOK ORDER | 240.5500.42180 | 188.08 |
| | | 195967 | 2037684173 | | BOOK ORDER | 240.5500.42180 | 289.40 |
| | | 195967 | 2037692520 | | BOOK ORDER | 240.5500.42180 | 478.74 |

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 08/11/2023 - 08/24/2023

Item 10.

| Check Date | Bank | Check # | Invoice | Payee | Description | GL # | Amount |
|------------|------|---------|---------------|-----------------------------|-------------------------------------|---------------------|----------|
| 08/17/2023 | MAIN | 195968 | 116978 | BENEFIT EXTRAS, INC. | COBRA LETTERS 0723; RETIREE BILLING | 101.1320.43050 | 179.25 |
| | | 195968 | 116978 | | COBRA LETTERS 0723; RETIREE BILLING | 887.9250.43050 | 38.00 |
| | | | | | | | 217.25 |
| 08/17/2023 | MAIN | 195969 | 23637 | BLACK STACK BREWING | 080323 INV | 609.0000.14500 | 172.00 |
| 08/17/2023 | MAIN | 195970 | 0316472 | BOLTON & MENK, INC | ALLEY RECONSTRUCTION TOPOGRAPHIC SU | 415.6400.43050.2406 | 3,783.00 |
| | | 195970 | 0316472 | | ALLEY RECONSTRUCTION TOPOGRAPHIC SU | 415.6400.43050.2506 | 3,783.00 |
| | | | | | | | 7,566.00 |
| 08/17/2023 | MAIN | 195971 | 23227 | BRADLEY LAW LLC | LEGAL - CABLE FRANCHISE - 0723 | 225.9844.43050 | 618.75 |
| 08/17/2023 | MAIN | 195972 | 8268239-4 | CENTERPOINT ENERGY | 080823 8268239-4 | 101.2100.43830 | 73.64 |
| | | 195972 | 8268239-4 | | 080823 8268239-4 | 101.2200.43830 | 73.63 |
| | | 195972 | 10802324-3 | | 080823 10802324-3 | 101.5200.43830 | 15.92 |
| | | 195972 | 5467671-3 | | 080823 5467671-3 | 101.5200.43830 | 15.00 |
| | | 195972 | 5452216-4 | | 080823 5452216-4 | 101.5200.43830 | 15.00 |
| | | 195972 | 10570341-7 | | 080823 10570341-7 | 240.5500.43830 | 65.00 |
| | | 195972 | 6403204114-3 | | 080823 6403204114-3 | 411.9999.43830.1911 | 15.00 |
| | | 195972 | 11299887-7 | | 080823 11299887-7 | 602.9600.43830 | 22.32 |
| | | 195972 | 9644621-6 | | 080423 9644621-6 | 602.9600.43830 | 21.40 |
| | | 195972 | 6402970054-5 | | 080823 6402970054-5 | 609.9793.43830 | 31.24 |
| | | | | | | | 348.15 |
| 08/17/2023 | MAIN | 195973 | 7635722695528 | CENTURYLINK | 072823 763 572-2695 528 | 609.9791.43210 | 53.98 |
| | | 195973 | 7637880064164 | | 080723 763 788-0064 164 | 609.9792.43210 | 54.39 |
| | | 195973 | 7637880290045 | | 080723 763 788-0290 045 | 609.9792.43210 | 54.39 |
| | | | | | | | 162.76 |
| 08/17/2023 | MAIN | 195974 | 4163215012 | CINTAS INC | MOPS JPM 080123 | 101.5129.44020 | 33.59 |
| | | 195974 | 4163920991 | | MOPS, MATS JPM 080823 | 101.5129.44020 | 105.94 |
| | | | | | | | 139.53 |
| 08/17/2023 | MAIN | 195975 | 719889 | CITY WIDE WINDOW SERVICE IN | WINDOW CLEANING 0523 | 609.9791.44020 | 48.21 |
| | | 195975 | 722301 | | WINDOW CLEANING 0723 | 609.9791.44020 | 48.21 |
| | | 195975 | 719873 | | WINDOW CLEANING 0523 | 609.9792.44020 | 26.78 |
| | | 195975 | 722250 | | WINDOW CLEANING 0723 | 609.9792.44020 | 26.78 |
| | | | | | | | 149.98 |
| 08/17/2023 | MAIN | 195976 | 23-HALL-2 | CLEAN BEVERAGE LINE | BEER LINE CLEANING 0823 | 101.5129.44020 | 60.00 |
| 08/17/2023 | MAIN | 195977 | 072123 | COMCAST | 072123 8772105050412606 | 101.1320.43250 | 22.46 |
| 08/17/2023 | MAIN | 195978 | 502156 | CRYSTAL SPRINGS ICE LLC | 072623 INV | 609.0000.14500 | 92.10 |
| | | 195978 | 502155 | | 072623 INV | 609.0000.14500 | 92.10 |

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 08/11/2023 - 08/24/2023

Item 10.

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| | | 195978 | 502251 | | 080323 INV | 609.0000.14500 | 151.60 |
| | | 195978 | 502199 | | 073123 INV | 609.0000.14500 | 258.50 |
| | | 195978 | 502240 | | 080223 INV | 609.0000.14500 | 122.40 |
| | | 195978 | 502251 | | 080323 INV | 609.9791.42199 | 4.00 |
| | | 195978 | 502199 | | 073123 INV | 609.9791.42199 | 4.00 |
| | | 195978 | 502156 | | 072623 INV | 609.9792.42199 | 4.00 |
| | | 195978 | 502240 | | 080223 INV | 609.9792.42199 | 4.00 |
| | | 195978 | 502155 | | 072623 INV | 609.9793.42199 | 4.00 |
| | | | | | | | 745.80 |
| 08/17/2023 | MAIN | 195979 | 20220525-4A68 | CURBSIDE PRODUCTIONS LLC | EQUIPMENT MOVIE IN THE PARK 081923 | 101.1110.44376 | 875.00 |
| | | 195979 | 20220525-4A69 | | MUSIC IN THE PARK 082323 | 101.1110.44376 | 325.00 |
| | | 195979 | 20220525-4A67 | | EQUIPMENT MOVIE IN THE PARK 082523 | 101.1110.44376 | 875.00 |
| | | | | | | | 2,075.00 |
| 08/17/2023 | MAIN | 195980 | 0133416-IN | EARL F ANDERSEN INC | VINYL DATE STICKERS | 101.3170.42171 | 140.00 |
| | | 195980 | 0133358-IN | | YELLOW FLASHERS | 212.3190.42171 | 608.95 |
| | | 195980 | 0133405-IN | | CROSS TRAFFIC SIGNS | 212.3190.42171 | 198.35 |
| | | | | | | | 947.30 |
| 08/17/2023 | MAIN | 195981 | 2505172306 | FIRST ADVANTAGE LNS SCREEN | ANNUAL ENROLLMENT, DRUG TESTS 0623 | 101.3121.43050 | 36.71 |
| | | 195981 | 2505172306 | | ANNUAL ENROLLMENT, DRUG TESTS 0623 | 101.3170.43050 | 36.71 |
| | | 195981 | 2505172306 | | ANNUAL ENROLLMENT, DRUG TESTS 0623 | 101.5200.43050 | 36.71 |
| | | 195981 | 2505172306 | | ANNUAL ENROLLMENT, DRUG TESTS 0623 | 602.9600.43050 | 257.75 |
| | | | | | | | 367.88 |
| 08/17/2023 | MAIN | 195982 | 358576 | FIRST STUDENT INC | BUSSING NICKELODEON 080223 | 261.5029.44100 | 606.40 |
| | | 195982 | 356308 | | BUSSING BUNKER BEACH 071223 | 261.5029.44100 | 513.60 |
| | | | | | | | 1,120.00 |
| 08/17/2023 | MAIN | 195983 | 3070310 | GOPHER STATE ONE CALL INC | CALL OUT TICKETS | 601.9600.43050 | 63.45 |
| | | 195983 | 3070310 | | CALL OUT TICKETS | 602.9600.43050 | 63.45 |
| | | 195983 | 3070310 | | CALL OUT TICKETS | 604.9600.43050 | 63.45 |
| | | | | | | | 190.35 |
| 08/17/2023 | MAIN | 195984 | 12153 | GROUP HEALTH PLAN INC | PRE-EMPLOYMENT PHYSICALS, TESTS 072 | 101.1320.43050 | 969.00 |
| 08/17/2023 | MAIN | 195985 | 1028 | HAULSTAR | YARD WASTE 0723 | 603.9510.42930 | 20,568.00 |
| 08/17/2023 | MAIN | 195986 | 475813 | HEINRICH ENVELOPE CORP | WINDOW ENVELOPES | 101.1940.42030 | 214.40 |
| | | 195986 | 475814 | | ENVELOPES | 101.1940.42030 | 203.65 |
| | | 195986 | 475815 | | UB ENVELOPES | 601.9690.42030 | 118.37 |
| | | 195986 | 475851 | | UB RETURN ENVELOPES | 601.9690.42030 | 118.37 |
| | | 195986 | 475815 | | UB ENVELOPES | 602.9690.42030 | 118.37 |

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 08/11/2023 - 08/24/2023

Item 10.

| Check Date | Bank | Check # | Invoice | Payee | Description | GL # | Amount |
|------------|------|---------|-----------|-----------------------------|------------------------------------|-----------------------|----------------|
| | | 195986 | 475851 | | UB RETURN ENVELOPES | 602.9690.42030 | 97.07 |
| | | 195986 | 475815 | | UB ENVELOPES | 603.9520.42030 | 59.18 |
| | | 195986 | 475851 | | UB RETURN ENVELOPES | 603.9520.42030 | 48.53 |
| | | 195986 | 475815 | | UB ENVELOPES | 603.9530.42030 | 59.18 |
| | | 195986 | 475851 | | UB RETURN ENVELOPES | 603.9530.42030 | 48.53 |
| | | | | | | | <hr/> 1,064.35 |
| 08/17/2023 | MAIN | 195987 | 631224 | HOHENSTEINS INC | 072823 INV | 609.0000.14500 | 3,638.75 |
| | | 195987 | 633638 | | 080423 INV | 609.0000.14500 | 5,543.75 |
| | | 195987 | 633637 | | 080423 INV | 609.0000.14500 | 410.40 |
| | | | | | | | <hr/> 9,592.90 |
| 08/17/2023 | MAIN | 195988 | 080923 | HOLT/ERIN | CLAY POKEMON 080923 | 262.5017.43050 | 415.00 |
| | | 195988 | 080123 | | TIE DYE TOTE BAGS 080123 | 262.5017.43050 | 365.00 |
| | | | | | | | <hr/> 780.00 |
| 08/17/2023 | MAIN | 195989 | 2013445 | HOME DEPOT #2802 | SCREWS, ANGLE, DRILL BITS | 101.5200.42171 | 48.92 |
| | | 195989 | 6014060 | | DRILL BITS | 101.5200.42171 | 4.47 |
| | | | | | | | <hr/> 53.39 |
| 08/17/2023 | MAIN | 195990 | 084427 | HYDRO-KLEAN LLC | 2023 SANITARY SEWER LINING PROJECT | 652.9699.45185.2304 | 51,210.00 |
| 08/17/2023 | MAIN | 195991 | 080523 | ISIDORO/SANDI | REFUND DAMAGE LESS EXTRA CLEANING | C101.0000.20810 | 48.64 |
| | | 195991 | 080523 | | REFUND DAMAGE LESS EXTRA CLEANING | C101.0000.34780 | 746.79 |
| | | 195991 | 080523 | | REFUND DAMAGE LESS EXTRA CLEANING | C101.0000.34781 | (64.13) |
| | | | | | | | <hr/> 731.30 |
| 08/17/2023 | MAIN | 195992 | INV262262 | KNOWBE4, INC. | KNOWBE4 SEC AWARE EDUCATION | 072223-101.1110.43105 | 105.95 |
| | | 195992 | INV262262 | | KNOWBE4 SEC AWARE EDUCATION | 072223-101.1320.43105 | 127.14 |
| | | 195992 | INV262262 | | KNOWBE4 SEC AWARE EDUCATION | 072223-101.1510.43105 | 254.28 |
| | | 195992 | INV262262 | | KNOWBE4 SEC AWARE EDUCATION | 072223-101.2100.43105 | 868.79 |
| | | 195992 | INV262262 | | KNOWBE4 SEC AWARE EDUCATION | 072223-101.2200.43105 | 275.47 |
| | | 195992 | INV262262 | | KNOWBE4 SEC AWARE EDUCATION | 072223-101.3100.43105 | 529.75 |
| | | 195992 | INV262262 | | KNOWBE4 SEC AWARE EDUCATION | 072223-101.5000.43105 | 127.14 |
| | | 195992 | INV262262 | | KNOWBE4 SEC AWARE EDUCATION | 072223-204.6314.43105 | 105.95 |
| | | 195992 | INV262262 | | KNOWBE4 SEC AWARE EDUCATION | 072223-240.5500.43105 | 211.90 |
| | | 195992 | INV262262 | | KNOWBE4 SEC AWARE EDUCATION | 072223-609.9791.43105 | 275.47 |
| | | 195992 | INV262262 | | KNOWBE4 SEC AWARE EDUCATION | 072223-720.0000.15500 | 5,976.21 |
| | | 195992 | INV262262 | | KNOWBE4 SEC AWARE EDUCATION | 072223-720.9980.43105 | 105.95 |
| | | | | | | | <hr/> 8,964.00 |
| 08/17/2023 | MAIN | 195993 | INV041405 | LAKE RESTORATION INC | EMERGENT VEGETATION - SILVER LAKE | 604.9600.44000 | 1,0 |
| 08/17/2023 | MAIN | 195994 | 366181 | M AMUNDSON CIGAR & CANDY CO | 072823 INV | 609.0000.14500 | 2,352.04 |

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 08/11/2023 - 08/24/2023

Item 10.

| Check Date | Bank | Check # | Invoice | Payee | Description | GL # | Amount |
|------------|------|---------|-------------|-----------------------------|-------------------------------------|---------------------|----------|
| 08/17/2023 | MAIN | 195995 | INV11454792 | MARCO, INC | PROGRAMMING AND INSTALL NEW CITYHAL | 411.9999.43050.1911 | 2,555.00 |
| | | 195995 | INV11205594 | | MARCO REMOTE FOR SUPPORT | 720.9980.43050 | 37.50 |
| | | | | | | | 2,592.50 |
| 08/17/2023 | MAIN | 195996 | 38926996 | MARTIN MARIETTA MATERIALS, | MV4 WEAR ASPHALT | 101.3121.42160 | 415.12 |
| | | 195996 | 38942720 | | MV4 WEAR ASPHALT | 101.3121.42160 | 712.46 |
| | | 195996 | 38973267 | | MV4 WEAR ASPHALT | 101.3121.42160 | 1,158.84 |
| | | 195996 | 39028837 | | MV4 WEAR ASPHALT | 101.3121.42160 | 149.76 |
| | | | | | | | 2,436.18 |
| 08/17/2023 | MAIN | 195997 | INV1039303 | MAVERICK WINE COMPANY | 073123 INV | 609.0000.14500 | 847.80 |
| | | 195997 | INV1039302 | | 073123 INV | 609.0000.14500 | 559.80 |
| | | 195997 | INV1039303 | | 073123 INV | 609.9791.42199 | 9.00 |
| | | 195997 | INV1039302 | | 073123 INV | 609.9792.42199 | 7.50 |
| | | | | | | | 1,424.10 |
| 08/17/2023 | MAIN | 195998 | 016948 | MCCLELLAN SALES INC | DIAMOND BLADES | 101.3121.42010 | 812.22 |
| 08/17/2023 | MAIN | 195999 | 702204 | MCDONALD DISTRIBUTING CO | 080423 INV | 609.0000.14500 | 1,525.00 |
| 08/17/2023 | MAIN | 196000 | 93314 | MENARDS CASHWAY LUMBER-FRID | FOREARM FORKLIFT, READY LIFTER | 101.3121.42171 | 44.95 |
| | | 196000 | 93641 | | GARDEN NOZZLES | 101.5040.42171 | 23.94 |
| | | 196000 | 93761 | | TREATED TIMBER, SCREWS | 101.5200.42160 | 100.62 |
| | | 196000 | 93829 | | TREATED TIMBER | 101.5200.42160 | 78.19 |
| | | 196000 | 93626 | | TREATED TIMBER, BOLTS, NUTS | 101.5200.42160 | 40.91 |
| | | 196000 | 93687 | | ROUNDUP TANK SPRAYER | 101.5200.42171 | 23.98 |
| | | | | | | | 312.59 |
| 08/17/2023 | MAIN | 196001 | 3822 | MINNESOTA ASA | FALL LEAGUE FEES 10U 12U & 14U | 101.5001.44330 | 1,740.00 |
| 08/17/2023 | MAIN | 196002 | 10783 | MN REC & PK ASSOC - MRPA | SOFTBALL TEAM REGISTRATION 2023 | 101.5001.44330 | 125.00 |
| 08/17/2023 | MAIN | 196003 | E-43465 | MODIST BREWING CO LLC | 080323 INV | 609.0000.14500 | 723.00 |
| 08/17/2023 | MAIN | 196004 | 072623 | PARCEL ARTS | WET FELTED BUGS 072623 | 262.5017.43050 | 355.00 |
| 08/17/2023 | MAIN | 196005 | 209388 | PAUSTIS & SONS WINE COMPANY | 080223 INV | 609.0000.14500 | 145.65 |
| | | 196005 | 209388 | | 080223 INV | 609.9791.42199 | 8.00 |
| | | | | | | | 153.65 |
| 08/17/2023 | MAIN | 196006 | 992793998 | POPP.COM INC | 072623 -10013121 | 101.0000.20815 | (3.87) |
| | | 196006 | 992793998 | | 072623 -10013121 | 101.1110.43210 | 4.83 |
| | | 196006 | 992795135 | | 073123 -10010429 | 101.1110.43210 | 31.69 |
| | | 196006 | 992793998 | | 072623 -10013121 | 101.1320.43210 | |
| | | 196006 | 992795135 | | 073123 -10010429 | 101.1320.43210 | |

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 08/11/2023 - 08/24/2023

Item 10.

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|------------|------|---------|-------------|--------------------------|----------------------------------|----------------|----------|
| | | 196006 | 992793998 | | 072623 -10013121 | 101.1510.43210 | 58.11 |
| | | 196006 | 992795135 | | 073123 -10010429 | 101.1510.43210 | 12.60 |
| | | 196006 | 992793998 | | 072623 -10013121 | 101.1940.43210 | 0.85 |
| | | 196006 | 992795135 | | 073123 -10010429 | 101.1940.43210 | 88.95 |
| | | 196006 | 992793998 | | 072623 -10013121 | 101.2100.43210 | 128.25 |
| | | 196006 | 992793998 | | 072623 -10013121 | 101.2200.43210 | 55.83 |
| | | 196006 | 992793998 | | 072623 -10013121 | 101.3100.43210 | 73.45 |
| | | 196006 | 992793998 | | 072623 -10013121 | 101.3121.43210 | 4.39 |
| | | 196006 | 992793998 | | 072623 -10013121 | 101.5000.43210 | 49.10 |
| | | 196006 | 992795135 | | 073123 -10010429 | 101.5000.43210 | 11.54 |
| | | 196006 | 992793998 | | 072623 -10013121 | 101.5129.43210 | 0.76 |
| | | 196006 | 992795135 | | 073123 -10010429 | 101.5129.43210 | 49.72 |
| | | 196006 | 992793998 | | 072623 -10013121 | 101.5200.43210 | 2.90 |
| | | 196006 | 992793998 | | 072623 -10013121 | 204.6314.43210 | 41.19 |
| | | 196006 | 992795135 | | 073123 -10010429 | 204.6314.43210 | 12.60 |
| | | 196006 | 992793998 | | 072623 -10013121 | 240.5500.43210 | 27.14 |
| | | 196006 | 992793998 | | 072623 -10013121 | 601.9600.43210 | 6.23 |
| | | 196006 | 992793998 | | 072623 -10013121 | 609.9791.43210 | 32.17 |
| | | 196006 | 992793998 | | 072623 -10013121 | 609.9792.43210 | 23.60 |
| | | 196006 | 992793998 | | 072623 -10013121 | 609.9793.43210 | 4.39 |
| | | 196006 | 992793998 | | 072623 -10013121 | 701.9950.43210 | 5.87 |
| | | 196006 | 992793998 | | 072623 -10013121 | 720.9980.43210 | 24.35 |
| | | 196006 | 992795135 | | 073123 -10010429 | 720.9980.43210 | 12.60 |
| | | | | | | | 821.83 |
| 08/17/2023 | MAIN | 196007 | INV-003639 | PRAIRIE RESTORATIONS INC | VEGETATION MGMT-PRESTEMON 071823 | 604.9600.44000 | 880.00 |
| | | 196007 | INV-003807 | | VEGETATION MGMT-RAMSEDELL 072123 | 604.9600.44000 | 650.00 |
| | | | | | | | 1,530.00 |
| 08/17/2023 | MAIN | 196008 | 200-1043889 | PRECISE MRM LLC | DATA PLAN 0623 | 101.3121.43250 | 100.00 |
| | | 196008 | 200-1043889 | | DATA PLAN 0623 | 101.5200.43250 | 60.00 |
| | | 196008 | 200-1043889 | | DATA PLAN 0623 | 601.9600.43250 | 20.00 |
| | | 196008 | 200-1043889 | | DATA PLAN 0623 | 602.9600.43250 | 20.00 |
| | | | | | | | 200.00 |
| 08/17/2023 | MAIN | 196009 | 319542432 | PREMIUM WATERS INC | 071423 WATER | 101.1110.42171 | 18.80 |
| | | 196009 | 319571851 | | 073123 COOLER RENTAL | 101.1110.42171 | 4.32 |
| | | 196009 | 319542430 | | 071423 WATER | 101.1510.42171 | 3.40 |
| | | 196009 | 319570171 | | 073123 COOLER RENTALS | 101.1510.42171 | 8.64 |
| | | 196009 | 319551363 | | 072023 WATER | 609.9791.42171 | 19.44 |
| | | 196009 | 319577495 | | 080223 WATER | 609.9791.42171 | |
| | | 196009 | 319582523 | | 080323 WATER | 609.9791.42171 | |
| | | 196009 | 319546294 | | 071823 WATER | 609.9792.42171 | |
| | | | | | | | 9.72 |

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 08/11/2023 - 08/24/2023

Item 10.

| Check Date | Bank | Check # | Invoice | Payee | Description | GL # | Amount |
|------------|------|---------|--------------|--|---|---------------------|-----------|
| | | 196009 | 319551355 | | 072023 WATER | 609.9793.42171 | 9.72 |
| | | 196009 | 319576601 | | 073123 COOLER RENTAL | 720.9980.42171 | 4.00 |
| | | | | | | | 112.06 |
| 08/17/2023 | MAIN | 196010 | RA00991 | RUFFRIDGE-JOHNSON EQUIP. IN(TROMMEL RENTAL 072423-072623 | | 604.9600.44100 | 2,600.00 |
| 08/17/2023 | MAIN | 196011 | 8106307970 | SCHINDLER ELEVATOR CORP INC PREVENT MAINT PS 0823 | | 101.2100.44020 | 77.28 |
| | | 196011 | 8106307970 | PREVENT MAINT PS 0823 | | 101.2200.44020 | 77.27 |
| | | | | | | | 154.55 |
| 08/17/2023 | MAIN | 196012 | 072123 | SHOREVIEW HUNKS LLC | BULK, APPLIANCE, ELECTRONICS PICK U603.9510.42910 | | 3,935.00 |
| | | 196012 | 072123 | | BULK, APPLIANCE, ELECTRONICS PICK U603.9510.42920 | | 1,535.00 |
| | | 196012 | 072823YW | | YARD WASTE PICKUP 072423-072823 | 603.9510.42930 | 5,545.00 |
| | | 196012 | 072123 | | BULK, APPLIANCE, ELECTRONICS PICK U603.9540.43050 | | 55.00 |
| | | | | | | | 11,070.00 |
| 08/17/2023 | MAIN | 196013 | MN67704 | SMALL LOT MN | 080223 INV | 609.0000.14500 | 701.06 |
| | | 196013 | MN67704 | | 080223 INV | 609.9791.42199 | 18.00 |
| | | | | | | | 719.06 |
| 08/17/2023 | MAIN | 196014 | 3543737947 | STAPLES ADVANTAGE | BOXES | 411.9999.42171.1911 | 166.18 |
| 08/17/2023 | MAIN | 196015 | 148405 | THE MCDOWELL AGENCY, INC. | BACKGROUND CHECKS 0723 | 101.1320.43050 | 82.00 |
| 08/17/2023 | MAIN | 196016 | 855195 | TRIO SUPPLY COMPANY INC | PAPER TOWELS, TP | 240.5500.42171 | 338.97 |
| | | 196016 | 855192 | | TP, HARDWOUND TOWELS | 701.9950.42171 | 249.59 |
| | | | | | | | 588.56 |
| 08/17/2023 | MAIN | 196017 | 178917559 | TRUGREEN CHEMLAWN | WEED CNTL-LIBRARY 061323 | 240.5500.44020 | 206.61 |
| 08/17/2023 | MAIN | 196018 | 080423 | ULTIMATE MARTIAL ARTS INC | TAE KWON DO 062923-080323, LITTLE T | 101.5001.43050 | 880.60 |
| 08/17/2023 | MAIN | 196019 | 6115353 | UNIQUE MANAGEMENT SERVICES | :0723 PLACEMENTS | 240.5500.43050 | 58.25 |
| 08/17/2023 | MAIN | 196020 | 9940522875 | VERIZON WIRELESS | 072523 586753132-00001 | 101.2200.43210 | 495.13 |
| | | 196020 | 9941136640 | | 080323 442044911-00002 | 609.9791.43250 | 43.49 |
| | | 196020 | 9941136640 | | 080323 442044911-00002 | 609.9792.43250 | 43.49 |
| | | 196020 | 9941136640 | | 080323 442044911-00002 | 609.9793.43250 | 43.49 |
| | | | | | | | 625.60 |
| 08/17/2023 | MAIN | 196021 | 1025-F288836 | VIKING AUTOMATIC SPRINKLER | ANNUAL FIRE ALARM INSPECTION-PSB | 101.2100.44020 | 182.50 |
| | | 196021 | 1025-F288844 | | ANNUAL FIRE SPRINKLER INSPECTION-PS | 101.2100.44020 | 250.00 |
| | | 196021 | 1025-F288836 | | ANNUAL FIRE ALARM INSPECTION-PSB | 101.2200.44020 | 182.50 |
| | | 196021 | 1025-F288844 | | ANNUAL FIRE SPRINKLER INSPECTION-PS | 101.2200.44020 | 250.00 |
| | | 196021 | 1025-F289879 | | ANNUAL FIRE SPRINKLER INSPECTION-MU | 101.5129.44020 | 250.00 |
| | | 196021 | 1025-F288837 | | ANNUAL FIRE ALARM INSPECTION-LIBRAR | 240.5500.44020 | 365.00 |

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 08/11/2023 - 08/24/2023

Item 10.

| Check Date | Bank | Check # | Invoice | Payee | Description | GL # | Amount |
|------------|------|---------|--------------|-----------------------------|--|----------------|--------------|
| | | 196021 | 1025-F288846 | | ANNUAL FIRE SPRINKLER INSPECTION-LI 240.5500.44020 | | 405.00 |
| | | | | | | | 2,040.00 |
| 08/17/2023 | MAIN | 196022 | 082323 | WESTERLUND/STEVEN A | MUSIC IN THE PARK BAND 082323 | | ** VOIDED ** |
| 08/17/2023 | MAIN | 196023 | 87726 | WOLD ARCHITECTS AND ENGINEE | PLANNING PHASE OF STORE 3/HEARTLAND | 609.9794.45120 | 55.41 |
| 08/17/2023 | MAIN | 196024 | 9766985155 | WW GRAINGER, INC | SMOKE EMITTERS | 101.2200.42070 | 81.85 |
| 08/17/2023 | MAIN | 196025 | 1054254276 | XCEL ENERGY (N S P) | 080823 51-5047554-2 | 101.2100.43810 | 2,614.63 |
| | | 196025 | 1054254276 | | 080823 51-5047554-2 | 101.2200.43810 | 2,614.63 |
| | | 196025 | 1052896332 | | 080123 51-4941920-1 | 101.3160.43810 | 9.92 |
| | | 196025 | 1052343450 | | 072823 51-00135623395-2 | 101.3160.43810 | 9.90 |
| | | 196025 | 1052343399 | | 072823 51-4159572-0 | 101.3160.43810 | 9.09 |
| | | 196025 | 1053168248 | | 080223 51-4174399-1 | 101.3160.43810 | 9.91 |
| | | | | | | | 5,268.08 |
| 08/17/2023 | MAIN | 698 (A) | 474073 | ABDO FINANCIAL SOLUTIONS, | LIPAYROLL PREPARATION 0723 | 101.1510.43050 | 7,676.75 |
| 08/17/2023 | MAIN | 699 (A) | 14581139 | ALLIED UNIVERSAL SECURITY | SISECURITY JPM 072923-073123 | 101.5129.43050 | 544.00 |
| 08/17/2023 | MAIN | 700 (A) | 3619977 | ARTISAN BEER COMPANY | 080423 INV | 609.0000.14500 | 36.90 |
| | | 700 (A) | 3619978 | | 080423 INV | 609.0000.14500 | 385.25 |
| | | 700 (A) | 3619976 | | 080423 INV | 609.0000.14500 | 1,802.80 |
| | | 700 (A) | 3612911 | | 063023 INV | 609.0000.14500 | 1,659.00 |
| | | | | | | | 3,883.95 |
| 08/17/2023 | MAIN | 701 (A) | 0107111800 | BELLBOY BAR SUPPLY | 071923 INV | 101.0000.20815 | (5.29) |
| | | 701 (A) | 0107140900 | | 072623 INV | 609.0000.14500 | 225.25 |
| | | 701 (A) | 0107111800 | | 071923 INV | 609.0000.14500 | 188.43 |
| | | 701 (A) | 0107183000 | | 080323 INV | 609.0000.14500 | 163.53 |
| | | 701 (A) | 0107111800 | | 071923 INV | 609.9791.42171 | 262.29 |
| | | 701 (A) | 0107183000 | | 080323 INV | 609.9792.42171 | 509.00 |
| | | | | | | | 1,343.21 |
| 08/17/2023 | MAIN | 702 (A) | 0200100600 | BELLBOY CORPORATION | 071223 INV | 609.0000.14500 | 402.00 |
| | | 702 (A) | 0200255300 | | 072623 INV | 609.0000.14500 | 3,322.25 |
| | | 702 (A) | 0200098700 | | 071223 INV | 609.0000.14500 | 1,470.00 |
| | | 702 (A) | 0200256500 | | 072623 INV | 609.0000.14500 | 328.85 |
| | | 702 (A) | 0200255300 | | 072623 INV | 609.9792.42199 | 30.00 |
| | | 702 (A) | 0200098700 | | 071223 INV | 609.9792.42199 | 32.00 |
| | | 702 (A) | 0200100600 | | 071223 INV | 609.9793.42199 | 6.00 |
| | | 702 (A) | 0200256500 | | 072623 INV | 609.9793.42199 | |

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 08/11/2023 - 08/24/2023

Item 10.

| Check Date | Bank | Check # | Invoice | Payee | Description | GL # | Amount |
|------------|------|---------|------------|------------------------------|-----------------------|----------------|----------|
| 08/17/2023 | MAIN | 703 (A) | 111259387 | BREAKTHRU BEVERAGE MN BEER | 1071823 INV 700297717 | 609.0000.14500 | 9,515.75 |
| | | 703 (A) | 111362153 | | 072523 INV 700297717 | 609.0000.14500 | 73.85 |
| | | 703 (A) | 111499784 | | 080223 INV 700297717 | 609.0000.14500 | 165.45 |
| | | 703 (A) | 111353563 | | 072123 INV 700297782 | 609.0000.14500 | 74.40 |
| | | | | | | | 9,829.45 |
| 08/17/2023 | MAIN | 704 (A) | 111434077 | BREAKTHRU BEVERAGE MN W&S LI | 072823 700297717 | 609.0000.14500 | 1,091.04 |
| | | 704 (A) | 111434080 | | 072823 700297717 | 609.0000.14500 | 1,856.50 |
| | | 704 (A) | 111434075 | | 072823 700297717 | 609.0000.14500 | 3,249.45 |
| | | 704 (A) | 111434084 | | 072823 700297717 | 609.0000.14500 | 1,364.69 |
| | | 704 (A) | 111434082 | | 072823 700297717 | 609.0000.14500 | 236.00 |
| | | 704 (A) | 111434086 | | 072823 700297717 | 609.0000.14500 | 221.90 |
| | | 704 (A) | 111434081 | | 072823 700297717 | 609.0000.14500 | 306.00 |
| | | 704 (A) | 111434076 | | 072823 700297717 | 609.0000.14500 | 591.21 |
| | | 704 (A) | 111330723 | | 072123 700297717 | 609.0000.14500 | 1,012.00 |
| | | 704 (A) | 444134079 | | 072823 700297717 | 609.0000.14500 | 516.00 |
| | | 704 (A) | 111434098 | | 072823 700297782 | 609.0000.14500 | 318.22 |
| | | 704 (A) | 111434097 | | 072823 700297782 | 609.0000.14500 | 1,632.90 |
| | | 704 (A) | 111434099 | | 072823 700297782 | 609.0000.14500 | 1,516.41 |
| | | 704 (A) | 111230662 | | 071423 700297717 | 609.0000.14500 | 636.44 |
| | | 704 (A) | 110918279 | | 062323 700297736 | 609.0000.14500 | 712.00 |
| | | 704 (A) | 111434087 | | 072823 700297736 | 609.0000.14500 | 1,112.40 |
| | | 704 (A) | 111434091 | | 072823 700297736 | 609.0000.14500 | 1,729.00 |
| | | 704 (A) | 111434090 | | 072823 700297736 | 609.0000.14500 | 825.98 |
| | | 704 (A) | 111434093 | | 072823 700297736 | 609.0000.14500 | 1,083.15 |
| | | 704 (A) | 111434088 | | 072823 700297736 | 609.0000.14500 | 560.00 |
| | | 704 (A) | 111434089 | | 072823 700297736 | 609.0000.14500 | 1,632.90 |
| | | 704 (A) | 4112368898 | | 073123 700297717 | 609.0000.14500 | (416.00) |
| | | 704 (A) | 411193863 | | 071823 700297717 | 609.0000.14500 | (5.23) |
| | | 704 (A) | 411193862 | | 071823 700297717 | 609.0000.14500 | (45.46) |
| | | 704 (A) | 411202620 | | 072023 700297736 | 609.0000.14500 | (88.00) |
| | | 704 (A) | 111434077 | | 072823 700297717 | 609.9791.42199 | 46.00 |
| | | 704 (A) | 111434080 | | 072823 700297717 | 609.9791.42199 | 35.65 |
| | | 704 (A) | 111434075 | | 072823 700297717 | 609.9791.42199 | 17.25 |
| | | 704 (A) | 111434084 | | 072823 700297717 | 609.9791.42199 | 6.90 |
| | | 704 (A) | 111434082 | | 072823 700297717 | 609.9791.42199 | 2.30 |
| | | 704 (A) | 111434086 | | 072823 700297717 | 609.9791.42199 | 2.30 |
| | | 704 (A) | 111434081 | | 072823 700297717 | 609.9791.42199 | 2.30 |
| | | 704 (A) | 111434076 | | 072823 700297717 | 609.9791.42199 | 3.83 |
| | | 704 (A) | 111330723 | | 072123 700297717 | 609.9791.42199 | 14.95 |
| | | 704 (A) | 444134079 | | 072823 700297717 | 609.9791.42199 | |
| | | 704 (A) | 111230662 | | 071423 700297717 | 609.9791.42199 | |

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 08/11/2023 - 08/24/2023

Item 10.

| Check Date | Bank | Check # | Invoice | Payee | Description | GL # | Amount |
|------------|------|---------|------------|-----------------------------|------------------|----------------|-----------|
| | | 704 (A) | 4112368898 | | 073123 700297717 | 609.9791.42199 | (4.60) |
| | | 704 (A) | 411193862 | | 071823 700297717 | 609.9791.42199 | (2.30) |
| | | 704 (A) | 110918279 | | 062323 700297736 | 609.9792.42199 | 8.05 |
| | | 704 (A) | 111434087 | | 072823 700297736 | 609.9792.42199 | 5.75 |
| | | 704 (A) | 111434091 | | 072823 700297736 | 609.9792.42199 | 35.65 |
| | | 704 (A) | 111434090 | | 072823 700297736 | 609.9792.42199 | 5.75 |
| | | 704 (A) | 111434093 | | 072823 700297736 | 609.9792.42199 | 5.75 |
| | | 704 (A) | 111434088 | | 072823 700297736 | 609.9792.42199 | 9.20 |
| | | 704 (A) | 111434089 | | 072823 700297736 | 609.9792.42199 | 11.50 |
| | | 704 (A) | 411202620 | | 072023 700297736 | 609.9792.42199 | (1.15) |
| | | 704 (A) | 111434098 | | 072823 700297782 | 609.9793.42199 | 13.80 |
| | | 704 (A) | 111434097 | | 072823 700297782 | 609.9793.42199 | 11.50 |
| | | 704 (A) | 111434099 | | 072823 700297782 | 609.9793.42199 | 8.05 |
| | | | | | | | 21,920.13 |
| 08/17/2023 | MAIN | 705 (A) | 2866051 | CAPITOL BEVERAGE SALES LP | 072623 INV | 609.0000.14500 | 9,280.50 |
| | | 705 (A) | 2869084 | | 080223 INV | 609.0000.14500 | 3,705.10 |
| | | 705 (A) | 2869083 | | 080223 INV | 609.0000.14500 | (46.75) |
| | | | | | | | 12,938.85 |
| 08/17/2023 | MAIN | 706 (A) | 2354669 | JOHNSON BROTHERS LIQUOR CO. | 080323 INV | 609.0000.14500 | 1,309.02 |
| | | 706 (A) | 2353499 | | 080223 INV | 609.0000.14500 | 2,451.80 |
| | | 706 (A) | 2354668 | | 080323 INV | 609.0000.14500 | 85.50 |
| | | 706 (A) | 2353498 | | 080223 INV | 609.0000.14500 | 684.00 |
| | | 706 (A) | 2353497 | | 080223 INV | 609.0000.14500 | 420.00 |
| | | 706 (A) | 2353495 | | 080223 INV | 609.0000.14500 | 502.30 |
| | | 706 (A) | 2350841 | | 072823 INV | 609.0000.14500 | 220.00 |
| | | 706 (A) | 2350843 | | 072823 INV | 609.0000.14500 | 791.50 |
| | | 706 (A) | 2350844 | | 072823 INV | 609.0000.14500 | 969.00 |
| | | 706 (A) | 2350845 | | 072823 INV | 609.0000.14500 | 1,028.16 |
| | | 706 (A) | 2350846 | | 072823 INV | 609.0000.14500 | 165.00 |
| | | 706 (A) | 2350847 | | 072823 INV | 609.0000.14500 | 1,462.00 |
| | | 706 (A) | 2343805 | | 071923 INV | 609.0000.14500 | 135.00 |
| | | 706 (A) | 2353494 | | 080223 INV | 609.0000.14500 | 320.00 |
| | | 706 (A) | 2343809 | | 071923 INV | 609.0000.14500 | 1,446.00 |
| | | 706 (A) | 2348534 | | 072623 INV | 609.0000.14500 | 238.50 |
| | | 706 (A) | 2348537 | | 072623 INV | 609.0000.14500 | 128.00 |
| | | 706 (A) | 2348536 | | 072623 INV | 609.0000.14500 | 80.00 |
| | | 706 (A) | 2348535 | | 072623 INV | 609.0000.14500 | 206.06 |
| | | 706 (A) | 2348533 | | 072623 INV | 609.0000.14500 | 748.26 |
| | | 706 (A) | 2348532 | | 072623 INV | 609.0000.14500 | |
| | | 706 (A) | 2348530 | | 072623 INV | 609.0000.14500 | |
| | | 706 (A) | 2348529 | | 072623 INV | 609.0000.14500 | 128.00 |

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
CHECK DATE FROM 08/11/2023 - 08/24/2023

Item 10.

| Check Date | Bank | Check # | Invoice | Payee | Description | GL # | Amount |
|------------|------|---------|---------|-------|-------------|----------------|----------|
| | | 706 (A) | 2348528 | | 072623 INV | 609.0000.14500 | 48.00 |
| | | 706 (A) | 2348531 | | 072623 INV | 609.0000.14500 | 288.00 |
| | | 706 (A) | 2348527 | | 072623 INV | 609.0000.14500 | 1,480.00 |
| | | 706 (A) | 2350940 | | 072823 INV | 609.0000.14500 | 84.00 |
| | | 706 (A) | 2350852 | | 072823 INV | 609.0000.14500 | 1,376.00 |
| | | 706 (A) | 2350851 | | 072823 INV | 609.0000.14500 | 32.00 |
| | | 706 (A) | 2350850 | | 072823 INV | 609.0000.14500 | 274.00 |
| | | 706 (A) | 2350849 | | 072823 INV | 609.0000.14500 | 258.00 |
| | | 706 (A) | 2350848 | | 072823 INV | 609.0000.14500 | 1,040.00 |
| | | 706 (A) | 2349729 | | 072723 INV | 609.0000.14500 | 280.00 |
| | | 706 (A) | 2354669 | | 080323 INV | 609.9791.42199 | 29.75 |
| | | 706 (A) | 2353499 | | 080223 INV | 609.9791.42199 | 14.00 |
| | | 706 (A) | 2354668 | | 080323 INV | 609.9791.42199 | 1.40 |
| | | 706 (A) | 2353498 | | 080223 INV | 609.9791.42199 | 2.80 |
| | | 706 (A) | 2353497 | | 080223 INV | 609.9791.42199 | 7.70 |
| | | 706 (A) | 2353495 | | 080223 INV | 609.9791.42199 | 12.60 |
| | | 706 (A) | 2350841 | | 072823 INV | 609.9791.42199 | 2.80 |
| | | 706 (A) | 2350843 | | 072823 INV | 609.9791.42199 | 5.60 |
| | | 706 (A) | 2350844 | | 072823 INV | 609.9791.42199 | 16.80 |
| | | 706 (A) | 2350845 | | 072823 INV | 609.9791.42199 | 9.10 |
| | | 706 (A) | 2350846 | | 072823 INV | 609.9791.42199 | 1.40 |
| | | 706 (A) | 2350847 | | 072823 INV | 609.9791.42199 | 25.20 |
| | | 706 (A) | 2343805 | | 071923 INV | 609.9791.42199 | 1.40 |
| | | 706 (A) | 2353494 | | 080223 INV | 609.9791.42199 | 5.60 |
| | | 706 (A) | 2343809 | | 071923 INV | 609.9791.42199 | 8.40 |
| | | 706 (A) | 2348534 | | 072623 INV | 609.9792.42199 | 1.64 |
| | | 706 (A) | 2348537 | | 072623 INV | 609.9792.42199 | 4.20 |
| | | 706 (A) | 2348536 | | 072623 INV | 609.9792.42199 | 1.40 |
| | | 706 (A) | 2348535 | | 072623 INV | 609.9792.42199 | 5.60 |
| | | 706 (A) | 2350852 | | 072823 INV | 609.9792.42199 | 23.80 |
| | | 706 (A) | 2350851 | | 072823 INV | 609.9792.42199 | 1.40 |
| | | 706 (A) | 2350850 | | 072823 INV | 609.9792.42199 | 2.80 |
| | | 706 (A) | 2350849 | | 072823 INV | 609.9792.42199 | 7.00 |
| | | 706 (A) | 2350848 | | 072823 INV | 609.9792.42199 | 15.40 |
| | | 706 (A) | 2349729 | | 072723 INV | 609.9792.42199 | 7.00 |
| | | 706 (A) | 2348533 | | 072623 INV | 609.9793.42199 | 5.60 |
| | | 706 (A) | 2348532 | | 072623 INV | 609.9793.42199 | 2.80 |
| | | 706 (A) | 2348530 | | 072623 INV | 609.9793.42199 | 4.20 |
| | | 706 (A) | 2348529 | | 072623 INV | 609.9793.42199 | 1.40 |
| | | 706 (A) | 2348528 | | 072623 INV | 609.9793.42199 | 1.40 |
| | | 706 (A) | 2348531 | | 072623 INV | 609.9793.42199 | |
| | | 706 (A) | 2348527 | | 072623 INV | 609.9793.42199 | |

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 08/11/2023 - 08/24/2023

Item 10.

| Check Date | Bank | Check # | Invoice | Payee | Description | GL # | Amount |
|------------|------|---------|-----------|-----------------------------|-------------------------|----------------|-----------|
| | | 706(A) | 2350940 | | 072823 INV | 609.9793.42199 | 2.80 |
| | | | | | | | 19,156.45 |
| 08/17/2023 | MAIN | 707(A) | 504094169 | MIDWEST TAPE | CD/AUDIOBOOK ORDER | 240.5500.42185 | 365.70 |
| | | 707(A) | 504145254 | | AUDIOBOOK/DVD ORDER | 240.5500.42185 | 129.97 |
| | | 707(A) | 504145254 | | AUDIOBOOK/DVD ORDER | 240.5500.42189 | 559.25 |
| | | | | | | | 1,054.92 |
| 08/17/2023 | MAIN | 708(A) | 6631136 | PHILLIPS WINE & SPIRITS INC | 072623 INV | 609.0000.14500 | 282.50 |
| | | 708(A) | 6632987 | | 072823 INV | 609.0000.14500 | 220.00 |
| | | 708(A) | 6632988 | | 072823 INV | 609.0000.14500 | 95.00 |
| | | 708(A) | 6632989 | | 072823 INV | 609.0000.14500 | 267.50 |
| | | 708(A) | 6632097 | | 072723 INV | 609.0000.14500 | 146.95 |
| | | 708(A) | 6632104 | | 072723 INV | 609.0000.14500 | 56.00 |
| | | 708(A) | 6632105 | | 072723 INV | 609.0000.14500 | 528.00 |
| | | 708(A) | 6635883 | | 080323 INV | 609.0000.14500 | 146.95 |
| | | 708(A) | 6635885 | | 080323 INV | 609.0000.14500 | 82.73 |
| | | 708(A) | 6635884 | | 080323 INV | 609.0000.14500 | 572.00 |
| | | 708(A) | 6632986 | | 072823 INV | 609.0000.14500 | 223.75 |
| | | 708(A) | 6632101 | | 072723 INV | 609.0000.14500 | 83.00 |
| | | 708(A) | 66322098 | | 072723 INV | 609.0000.14500 | 1,473.50 |
| | | 708(A) | 6618872 | | 063023 INV | 609.0000.14500 | 2,193.75 |
| | | 708(A) | 6635883 | | 080323 INV | 609.9791.42199 | 1.40 |
| | | 708(A) | 6635885 | | 080323 INV | 609.9791.42199 | 1.40 |
| | | 708(A) | 6635884 | | 080323 INV | 609.9791.42199 | 18.20 |
| | | 708(A) | 6632986 | | 072823 INV | 609.9791.42199 | 8.40 |
| | | 708(A) | 6632101 | | 072723 INV | 609.9791.42199 | 1.40 |
| | | 708(A) | 66322098 | | 072723 INV | 609.9791.42199 | 33.60 |
| | | 708(A) | 6632090 | | 072723 DEL | 609.9791.42199 | 4.20 |
| | | 708(A) | 6634924 | | 080223 DEL | 609.9791.42199 | 4.21 |
| | | 708(A) | 6618872 | | 063023 INV | 609.9791.42199 | 40.60 |
| | | 708(A) | 6631136 | | 072623 INV | 609.9792.42199 | 15.40 |
| | | 708(A) | 6632097 | | 072723 INV | 609.9792.42199 | 1.40 |
| | | 708(A) | 6632104 | | 072723 INV | 609.9792.42199 | 1.40 |
| | | 708(A) | 6632105 | | 072723 INV | 609.9792.42199 | 8.40 |
| | | 708(A) | 6632987 | | 072823 INV | 609.9793.42199 | 7.00 |
| | | 708(A) | 6632988 | | 072823 INV | 609.9793.42199 | 1.40 |
| | | 708(A) | 6632989 | | 072823 INV | 609.9793.42199 | 9.80 |
| | | | | | | | 6,529.84 |
| 08/17/2023 | MAIN | 709(A) | 50331216 | REHRIG PACIFIC COMPANY | 65 GAL BLACK TRASH LIDS | 603.9520.42010 | 4, |
| 08/17/2023 | MAIN | 710(A) | 2374854 | SOUTHERN GLAZER'S | 080323 INV | 609.0000.14500 | 1, |

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 08/11/2023 - 08/24/2023

Item 10.

| Check Date | Bank | Check # | Invoice | Payee | Description | GL # | Amount |
|------------|------|---------|---------|-------|-------------|----------------|----------|
| | | 710 (A) | 2374847 | | 080323 INV | 609.0000.14500 | 449.95 |
| | | 710 (A) | 2374848 | | 080323 INV | 609.0000.14500 | 1,620.64 |
| | | 710 (A) | 2374849 | | 080323 INV | 609.0000.14500 | 37.00 |
| | | 710 (A) | 2374851 | | 080323 INV | 609.0000.14500 | 2,475.70 |
| | | 710 (A) | 2374853 | | 080323 INV | 609.0000.14500 | 5,128.92 |
| | | 710 (A) | 2372398 | | 072723 INV | 609.0000.14500 | 387.28 |
| | | 710 (A) | 2372383 | | 072723 INV | 609.0000.14500 | 554.40 |
| | | 710 (A) | 2372386 | | 072723 INV | 609.0000.14500 | 943.90 |
| | | 710 (A) | 2372387 | | 072723 INV | 609.0000.14500 | 917.80 |
| | | 710 (A) | 2372388 | | 072723 INV | 609.0000.14500 | 395.19 |
| | | 710 (A) | 2372389 | | 072723 INV | 609.0000.14500 | 892.80 |
| | | 710 (A) | 2372390 | | 072723 INV | 609.0000.14500 | 323.90 |
| | | 710 (A) | 2372392 | | 072723 INV | 609.0000.14500 | 359.96 |
| | | 710 (A) | 2362381 | | 062923 INV | 609.0000.14500 | 4,943.85 |
| | | 710 (A) | 2372393 | | 072723 INV | 609.0000.14500 | 1,075.00 |
| | | 710 (A) | 2362383 | | 062923 INV | 609.0000.14500 | 515.95 |
| | | 710 (A) | 2372534 | | 072723 INV | 609.0000.14500 | 130.34 |
| | | 710 (A) | 2372535 | | 072723 INV | 609.0000.14500 | 270.00 |
| | | 710 (A) | 2372399 | | 072723 INV | 609.0000.14500 | 607.30 |
| | | 710 (A) | 2372400 | | 072723 INV | 609.0000.14500 | 1,188.00 |
| | | 710 (A) | 2372401 | | 072723 INV | 609.0000.14500 | 620.00 |
| | | 710 (A) | 2372402 | | 072723 INV | 609.0000.14500 | 403.28 |
| | | 710 (A) | 2372403 | | 072723 INV | 609.0000.14500 | 909.00 |
| | | 710 (A) | 2372404 | | 072723 INV | 609.0000.14500 | 1,152.00 |
| | | 710 (A) | 2374854 | | 080323 INV | 609.9791.42199 | 8.11 |
| | | 710 (A) | 2374847 | | 080323 INV | 609.9791.42199 | 1.28 |
| | | 710 (A) | 2374848 | | 080323 INV | 609.9791.42199 | 11.52 |
| | | 710 (A) | 2374849 | | 080323 INV | 609.9791.42199 | 1.28 |
| | | 710 (A) | 2374851 | | 080323 INV | 609.9791.42199 | 34.35 |
| | | 710 (A) | 2374853 | | 080323 INV | 609.9791.42199 | 16.64 |
| | | 710 (A) | 2372398 | | 072723 INV | 609.9791.42199 | 8.96 |
| | | 710 (A) | 2372383 | | 072723 INV | 609.9791.42199 | 10.24 |
| | | 710 (A) | 2372386 | | 072723 INV | 609.9791.42199 | 19.20 |
| | | 710 (A) | 2372387 | | 072723 INV | 609.9791.42199 | 11.52 |
| | | 710 (A) | 2372388 | | 072723 INV | 609.9791.42199 | 3.95 |
| | | 710 (A) | 2372389 | | 072723 INV | 609.9791.42199 | 21.76 |
| | | 710 (A) | 2372390 | | 072723 INV | 609.9791.42199 | 2.77 |
| | | 710 (A) | 2372392 | | 072723 INV | 609.9791.42199 | 2.56 |
| | | 710 (A) | 2362381 | | 062923 INV | 609.9791.42199 | 39.15 |
| | | 710 (A) | 2372393 | | 072723 INV | 609.9791.42199 | 6.40 |
| | | 710 (A) | 2372384 | | 072723 DEL | 609.9791.42199 | |
| | | 710 (A) | 2362383 | | 062923 INV | 609.9791.42199 | |

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 08/11/2023 - 08/24/2023

Item 10.

| Check Date | Bank | Check # | Invoice | Payee | Description | GL # | Amount |
|------------|------|---------|--------------------|------------------------------|-------------------------------------|---------------------------|------------|
| | | 710 (A) | 2372399 | | 072723 INV | 609.9792.42199 | 3.84 |
| | | 710 (A) | 2372400 | | 072723 INV | 609.9792.42199 | 23.04 |
| | | 710 (A) | 2372401 | | 072723 INV | 609.9792.42199 | 8.96 |
| | | 710 (A) | 2372402 | | 072723 INV | 609.9792.42199 | 8.96 |
| | | 710 (A) | 2372403 | | 072723 INV | 609.9792.42199 | 21.76 |
| | | 710 (A) | 2372404 | | 072723 INV | 609.9792.42199 | 11.52 |
| | | 710 (A) | 2372534 | | 072723 INV | 609.9793.42199 | 1.28 |
| | | 710 (A) | 2372535 | | 072723 INV | 609.9793.42199 | 7.68 |
| | | | | | | | 28,109.96 |
| 08/20/2023 | MAIN | 711 (E) | 1-658-706-528 | MINNESOTA DEPARTMENT OF REVI | JULY LIQUOR SALES TAX | 609.0000.20810 | 73,339.00 |
| 08/20/2023 | MAIN | 712 (E) | 0-687-012-448 | MINNESOTA DEPARTMENT OF REVI | JULY SALES/USE TAX | 101.0000.20810 | 639.00 |
| | | 712 (E) | 0-687-012-448 | | JULY SALES/USE TAX | 101.0000.20815 | 50.00 |
| | | | | | | | 689.00 |
| 08/20/2023 | MAIN | 713 (E) | 1-185-282-656 | MINNESOTA DEPARTMENT OF REVI | JULY UB SALES TAX 2023 | 601.0000.20810 | 21,924.00 |
| 08/22/2023 | MAIN | 724 (E) | 79333 | BOND TRUST SERVICES CORP | 2016A DEBT SERVICE INTEREST PAYMENT | 372.7000.46110 | 26,150.00 |
| 08/22/2023 | MAIN | 725 (E) | 08212023 | REUTER WALTON DEVELOPMENT | REFUND OF MMB DEPOSIT | 204.0000.22000 | 104,461.00 |
| 08/24/2023 | MAIN | 196026 | 5623582 | 56 BREWING LLC | 080723 INV | 609.0000.14500 | 51.33 |
| 08/24/2023 | MAIN | 196027 | C19178 | AARP | DRIVER SAFETY REFRESHER CLASS | 08142101.5040.43050 | 305.00 |
| 08/24/2023 | MAIN | 196028 | 28884 | ALBRECHT SIGN COMPANY | NEW CITY HALL SIGNAGE DEPOSIT | 411.9999.45120.1911 | 19,255.50 |
| 08/24/2023 | MAIN | 196029 | 080923 | ALFERNESS/DONNA M | TOTAL BODY CONDITIONING | 062823-0809101.5001.43050 | 589.50 |
| 08/24/2023 | MAIN | 196030 | 3562838395 | AMERICAN BOTTLING COMPANY | 080423 INV | 609.0000.14500 | 639.50 |
| | | 196030 | 3562838396 | | 080423 INV | 609.0000.14500 | (16.13) |
| | | | | | | | 623.37 |
| 08/24/2023 | MAIN | 196031 | 2500293894 | ARAMARK UNIFORM & CAREER AP | 080823 MOPS,MATS,TOWELS | 609.9791.44020 | 102.96 |
| | | 196031 | 2500295559 | | 081023 MOPS,MATS,TOWELS | 609.9792.44020 | 109.56 |
| | | 196031 | 2500295503 | | 081023 MOPS,MATS,TOWELS | 609.9793.44020 | 72.24 |
| | | | | | | | 284.76 |
| 08/24/2023 | MAIN | 196032 | 618 | ARTEDUTC LLC | TOON TIME SUMMER DRAWING | 073123-087262.5016.43050 | 1,040.00 |
| 08/24/2023 | MAIN | 196033 | 317694 | ASPEN MILLS, INC. | UNIFORM PANTS | 101.2100.42172 | 145.90 |
| | | 196033 | 318016 | | UNIFORM PANTS | 101.2100.42172 | 129.90 |
| | | | | | | | 275.80 |
| 08/24/2023 | MAIN | 196034 | 28730785700108032C | CAT&T MOBILITY II, LLC | 072523 287307857001 | 601.9600.43211 | |
| | | 196034 | 28730785700108032C | | 072523 287307857001 | 602.9600.43211 | |

106

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 08/11/2023 - 08/24/2023

Item 10.

| Check Date | Bank | Check # | Invoice | Payee | Description | GL # | Amount |
|------------|------|---------|--------------------|----------------------------|---------------------------------|---------------------|-----------|
| | | 196034 | 287307857001080320 | | 072523 287307857001 | 604.9600.43211 | 11.26 |
| | | | | | | | 33.78 |
| 08/24/2023 | MAIN | 196035 | 266529 | BARNA GUZY & STEFFEN LTD | CIVIL CHGS 0723 | 101.1610.43041 | 4,209.00 |
| | | 196035 | 266531 | | PROSECUTION 0723 | 101.1610.43042 | 9,318.00 |
| | | 196035 | 266532 | | IN CUSTODY 0723 | 101.1610.43042 | 540.00 |
| | | 196035 | 265351 | | 3989 CENTRAL LEGAL SERVICES | 411.9999.43050.1911 | 2,875.00 |
| | | | | | | | 16,942.00 |
| 08/24/2023 | MAIN | 196036 | 2903 | BARREL THEORY BEER COMPANY | 080823 INV | 609.0000.14500 | 382.00 |
| 08/24/2023 | MAIN | 196037 | 187340 | BARRON/NICHOLAS | FINAL/REFUND 648 48TH | 601.0000.20120 | 87.58 |
| 08/24/2023 | MAIN | 196038 | 23669 | BLACK STACK BREWING | 080823 INV | 609.0000.14500 | 108.00 |
| 08/24/2023 | MAIN | 196039 | 198986 | BOURGET IMPORTS LLC | 080923 INV | 609.0000.14500 | 192.00 |
| | | 196039 | 198986 | | 080923 INV | 609.9791.42199 | 7.00 |
| | | | | | | | 199.00 |
| 08/24/2023 | MAIN | 196040 | 23184 | BRADLEY LAW LLC | LEGAL - CABLE FRANCHISE 0623 | 225.9844.43050 | 3,495.00 |
| 08/24/2023 | MAIN | 196041 | 149457 | BS&A SOFTWARE | 2023 ANNUAL USER CONFERENCE | 101.1510.43105 | 650.00 |
| | | 196041 | 149459 | | 2023 ANNUAL USER CONFERENCE | 101.1510.43105 | 650.00 |
| | | | | | | | 1,300.00 |
| 08/24/2023 | MAIN | 196042 | CHPD23-5 | CARDINAL INVESTIGATIONS | EMPLOYMENT BACKGROUND | 101.2100.43050 | 420.00 |
| 08/24/2023 | MAIN | 196043 | 4163051828 | CINTAS INC | RUGS CITY HALL 072823 | 101.1940.44020 | 20.88 |
| | | 196043 | 4164079532 | | BATH TOWELS, AIR FRESH 080923 | 101.2100.44020 | 20.60 |
| | | 196043 | 4164079532 | | BATH TOWELS, AIR FRESH 080923 | 101.2200.44020 | 20.60 |
| | | 196043 | 4164614113 | | MOPS JPM 081523 | 101.5129.44020 | 33.59 |
| | | | | | | | 95.67 |
| 08/24/2023 | MAIN | 196044 | 26484 | COMMERCIAL STEAM TEAM | CARPET CLEANING TV2 | 609.9792.44020 | 682.46 |
| 08/24/2023 | MAIN | 196045 | 1279 | COR ROBOTICS LLC | DRONE PHOTOGRAPHY 071023-071223 | 262.5016.43050 | 1,600.00 |
| 08/24/2023 | MAIN | 196046 | S639549 | CORE & MAIN LP | IPERL 5/8 METERS | 601.9600.42990 | 2,676.43 |
| 08/24/2023 | MAIN | 196047 | 502344 | CRYSTAL SPRINGS ICE LLC | 081023 INV | 609.0000.14500 | 204.50 |
| | | 196047 | 502379 | | 081423 INV | 609.0000.14500 | 183.60 |
| | | 196047 | 502239 | | 080223 INV | 609.0000.14500 | 183.60 |
| | | 196047 | 502290 | | 080723 INV | 609.0000.14500 | 228.00 |
| | | 196047 | 502329 | | 080923 INV | 609.0000.14500 | 130.40 |
| | | 196047 | 9001464 | | 022423 INV | 609.0000.14500 | |
| | | 196047 | 502344 | | 081023 INV | 609.9791.42199 | |

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 08/11/2023 - 08/24/2023

Item 10.

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|------------|------|---------|-----------------|------------------------------|---|---------------------|-----------|
| | | 196047 | 502379 | | 081423 INV | 609.9791.42199 | 4.00 |
| | | 196047 | 502290 | | 080723 INV | 609.9791.42199 | 4.00 |
| | | 196047 | 502239 | | 080223 INV | 609.9793.42199 | 4.00 |
| | | 196047 | 502329 | | 080923 INV | 609.9793.42199 | 4.00 |
| | | 196047 | 9001464 | | 022423 INV | 609.9793.42199 | 4.00 |
| | | | | | | | 985.60 |
| 08/24/2023 | MAIN | 196048 | 208403 | CUSHMAN MOTOR CO INC | VENTRAC 4520N KUBOTA EFI | 431.5200.45180 | 57,930.00 |
| 08/24/2023 | MAIN | 196049 | 24649 | DE LA VICTORIA/WARREN | FLASHER DEPOSIT REFUND | 101.0000.32150 | 150.00 |
| 08/24/2023 | MAIN | 196050 | 957343 | ECM PUBLISHERS INC | PHN ORD #1684 072123 | 101.1110.43500 | 139.15 |
| | | 196050 | 959217 | | 2022 ANNUAL DISCLOSURE 080423 | 101.1510.43500 | 943.80 |
| | | 196050 | 956437 | | PHN ORD #1685 071423 | 201.2400.43500 | 78.65 |
| | | 196050 | 956436 | | PHN ORD #1686 071423 | 201.2400.43500 | 78.65 |
| | | 196050 | 956435 | | PHN ORD #1687 071423 | 201.2400.43500 | 78.65 |
| | | 196050 | 959216 | | PHN ORD #1687 080423 | 201.2400.43500 | 78.65 |
| | | 196050 | 959218 | | 2022 ANNUAL DISCLOSURE 080423 | 204.6314.43500 | 229.90 |
| | | | | | | | 1,627.45 |
| 08/24/2023 | MAIN | 196051 | 07064 | EMERGE ENTERPRISES | PLASTIC RECYCLING 0723 | 603.9530.42920 | 630.00 |
| 08/24/2023 | MAIN | 196052 | 204489 | FINISHING TOUCH CAR CARE INC | GRAPHICS MOBILE PRO SYSTEMS TRAILER | 101.2100.45180 | 505.00 |
| 08/24/2023 | MAIN | 196053 | 2505192307 | FIRST ADVANTAGE LNS SCREEN | ANNUAL ENROLLMENT 0723 | 601.9600.43050 | 36.71 |
| 08/24/2023 | MAIN | 196054 | 1724-1724142410 | FIRST AMERICAN TITLE INS CO | CONSTRUCTION DRAW #10 ADMIN FEE | 411.9999.43050.1911 | 500.00 |
| 08/24/2023 | MAIN | 196055 | MN00134643 | GRAPE BEGINNINGS INC | 081023 INV | 609.0000.14500 | 399.00 |
| | | 196055 | MN00134643 | | 081023 INV | 609.9791.42199 | 1.00 |
| | | | | | | | 400.00 |
| 08/24/2023 | MAIN | 196056 | 36942337013 | GREAT LAKES COCA-COLA DISTRI | 080723 INV | 609.0000.14500 | 861.30 |
| | | 196056 | 3589216558 | | 080123 INV | 609.0000.14500 | 648.68 |
| | | | | | | | 1,509.98 |
| 08/24/2023 | MAIN | 196057 | 605185763 | HILLYARD INC | CHARIOT VACUUM CLEANER BAGS | 101.1940.42171 | 401.60 |
| 08/24/2023 | MAIN | 196058 | 635716 | HOHENSTEINS INC | 081123 INV | 609.0000.14500 | 2,218.20 |
| | | 196058 | 631241 | | 072823 INV | 609.0000.14500 | 2,989.25 |
| | | 196058 | 633639 | | 080423 INV | 609.0000.14500 | 2,492.70 |
| | | | | | | | 7,700.15 |
| 08/24/2023 | MAIN | 196059 | 23005 | HOLMBERG/ERIC | PHOTO SKETCHING 101 041023-050823 | 101.5001.43050 | 80.00 |
| | | 196059 | 23006 | | TEEN INK ATTACK DRAWING 071023-0731262.5016.43050 | | |

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 08/11/2023 - 08/24/2023

Item 10.

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| 08/24/2023 | MAIN | 196060 | 6013994 | HOME DEPOT #2802 | 1/4" IMPACT DRIVER, SCREWS LIGHT | TO101.2100.42171 | 16.97 |
| | | 196060 | 6013994 | | 1/4" IMPACT DRIVER, SCREWS LIGHT | TO101.2200.42171 | 16.97 |
| | | | | | | | 33.94 |
| 08/24/2023 | MAIN | 196061 | 631688 | IDENTISYS INC | PROXIMITY CARDS | 101.2100.42171 | 314.32 |
| 08/24/2023 | MAIN | 196062 | IN4274833 | INNOVATIVE OFFICE SOLUTIONS | COPY PAPER, PENS, HIGHLIGHTER | 101.3100.42000 | 10.69 |
| | | 196062 | IN4274833 | | COPY PAPER, PENS, HIGHLIGHTER | 101.3121.42000 | 10.69 |
| | | 196062 | IN4274833 | | COPY PAPER, PENS, HIGHLIGHTER | 101.5200.42000 | 10.69 |
| | | 196062 | IN4285575 | | COMPOSTABLE DINNERWARE, CUP SLEEVES | 411.9999.42000.1911 | 9.49 |
| | | 196062 | IN4285575 | | COMPOSTABLE DINNERWARE, CUP SLEEVES | 411.9999.42171.1911 | 236.09 |
| | | 196062 | IN4288761 | | DISHWAND | 411.9999.42171.1911 | 2.24 |
| | | 196062 | IN4274833 | | COPY PAPER, PENS, HIGHLIGHTER | 601.9600.42000 | 21.38 |
| | | 196062 | IN4274833 | | COPY PAPER, PENS, HIGHLIGHTER | 701.9950.42000 | 10.66 |
| | | | | | | | 311.93 |
| 08/24/2023 | MAIN | 196063 | 6568 | INSIGHT BREWING COMPANY, LL | 073123 INV | 609.0000.14500 | 64.60 |
| 08/24/2023 | MAIN | 196064 | 12/15/2021 | JASON MATTESON | UB refund for account: 311-0545-00- | 601.0000.20120 | 147.16 |
| 08/24/2023 | MAIN | 196065 | 175470 | KENNEDY & GRAVEN | CL162-00067 SULLIVAN SHORES HIA | 315.7000.43050 | 850.00 |
| | | 196065 | 175370 | | ALATUS LOAN MODIFICATION | 393.7000.43050 | 2,094.25 |
| | | 196065 | 175371 | | CL205-00011 PROJECT, CL205-00078 HY | 393.7000.43050 | 1,384.00 |
| | | 196065 | 175495 | | CL162-00066 CH ALATUS LOAN MODIFICA | 393.7000.43050 | 742.00 |
| | | 196065 | 175496 | | CL205-00078 HY-VEE REDEVELOPMENT TI | 393.7000.43050 | 609.00 |
| | | | | | | | 5,679.25 |
| 08/24/2023 | MAIN | 196066 | 16567 | LUCID BREWING LLC | 072623 INV | 609.0000.14500 | 102.00 |
| 08/24/2023 | MAIN | 196067 | INV11452627 | MARCO, INC | CITY PARKING RAMP CAMERA NETWORK | 228.6317.44000 | 375.00 |
| 08/24/2023 | MAIN | 196068 | 39683982 | MARTIN MARIETTA MATERIALS, | MV4 WEAR ASPHALT | 101.3121.42160 | 524.17 |
| | | 196068 | 39700803 | | MV4 WEAR ASPHALT | 101.3121.42160 | 855.68 |
| | | 196068 | 39014099 | | MV4 WEAR ASPHALT | 101.3121.42160 | 447.83 |
| | | 196068 | 39753519 | | MV4 WEAR ASPHALT | 601.9600.42160 | 364.95 |
| | | 196068 | 39879292 | | MV4 WEAR ASPHALT | 601.9600.42160 | 1,472.18 |
| | | | | | | | 3,664.81 |
| 08/24/2023 | MAIN | 196069 | INV10477961 | MAVERICK WINE COMPANY | 081123 INV | 609.0000.14500 | 481.98 |
| | | 196069 | INV10477961 | | 081123 INV | 609.9791.42199 | 3.00 |
| | | | | | | | 484.98 |
| 08/24/2023 | MAIN | 196070 | 703369 | MCDONALD DISTRIBUTING CO | 081123 INV | 609.0000.14500 | 1,684.34 |
| 08/24/2023 | MAIN | 196071 | 1398 | METRO-INET | IT SUPPORT 0823 | 101.2100.43050 | |

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 08/11/2023 - 08/24/2023

Item 10.

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| 08/24/2023 | MAIN | 196072 | 080423 | MINNEAPOLIS FINANCE DEPT. | WATER PURCHASE 0723 | 601.9400.42990 | 193,106.82 |
| 08/24/2023 | MAIN | 196073 | 3-1217-2366 | MOBILE PRO SYSTEMS | MOBILE PRO SYSTEMS COMMANDER 3400 C | 101.2100.45180 | 76,783.00 |
| 08/24/2023 | MAIN | 196074 | E-43592 | MODIST BREWING CO LLC | 081023 INV | 609.0000.14500 | 559.00 |
| | | 196074 | E-43272 | | 072723 INV | 609.0000.14500 | 370.50 |
| | | 196074 | E-43593 | | 081023 INV | 609.0000.14500 | 255.00 |
| | | | | | | | 1,184.50 |
| 08/24/2023 | MAIN | 196075 | 4765402 | NORTH STAR OFFICALS, LLC | UMPIRES GIRLS SOFTBALL 2023 | 101.5001.43050 | 805.00 |
| 08/24/2023 | MAIN | 196076 | 2823 | NORTHLAND REFRIGERATION INC(A/C REPAIR | 072823 | 609.9793.44020 | 447.55 |
| 08/24/2023 | MAIN | 196077 | 325994198001 | OFFICE DEPOT | COPY PAPER, FOLDERS, PENS, RUBBERBA | 411.9999.42000.1911 | 127.28 |
| | | 196077 | 325995516001 | | COMMAND HOOKS | 411.9999.42171.1911 | 11.49 |
| | | | | | | | 138.77 |
| 08/24/2023 | MAIN | 196078 | 093020 | OTTNEY/LEANN | OTTNEY/LEANN | 101.1510.43320 | 7.36 |
| 08/24/2023 | MAIN | 196079 | 992789837 | POPP.COM INC | 062623 -10013121 | 101.0000.20815 | (3.87) |
| | | 196079 | 992789837 | | 062623 -10013121 | 101.1110.43210 | 4.83 |
| | | 196079 | 992789837 | | 062623 -10013121 | 101.1320.43210 | 30.85 |
| | | 196079 | 992789837 | | 062623 -10013121 | 101.1510.43210 | 58.05 |
| | | 196079 | 992789837 | | 062623 -10013121 | 101.1940.43210 | 0.85 |
| | | 196079 | 992789837 | | 062623 -10013121 | 101.2100.43210 | 128.18 |
| | | 196079 | 992789837 | | 062623 -10013121 | 101.2200.43210 | 55.77 |
| | | 196079 | 992789837 | | 062623 -10013121 | 101.3100.43210 | 73.39 |
| | | 196079 | 992789837 | | 062623 -10013121 | 101.3121.43210 | 4.39 |
| | | 196079 | 992789837 | | 062623 -10013121 | 101.5000.43210 | 49.10 |
| | | 196079 | 992789837 | | 062623 -10013121 | 101.5129.43210 | 0.72 |
| | | 196079 | 992789837 | | 062623 -10013121 | 101.5200.43210 | 2.90 |
| | | 196079 | 992789837 | | 062623 -10013121 | 204.6314.43210 | 41.13 |
| | | 196079 | 992789837 | | 062623 -10013121 | 240.5500.43210 | 27.09 |
| | | 196079 | 992789837 | | 062623 -10013121 | 601.9600.43210 | 6.22 |
| | | 196079 | 992789837 | | 062623 -10013121 | 609.9791.43210 | 32.11 |
| | | 196079 | 992789837 | | 062623 -10013121 | 609.9792.43210 | 23.60 |
| | | 196079 | 992789837 | | 062623 -10013121 | 609.9793.43210 | 4.39 |
| | | 196079 | 992789837 | | 062623 -10013121 | 701.9950.43210 | 5.87 |
| | | 196079 | 992789837 | | 062623 -10013121 | 720.9980.43210 | 24.32 |
| | | | | | | | 569.89 |
| 08/24/2023 | MAIN | 196080 | N10071058 | QUADIENT LEASING USA, INC. | LEASE 061623-091523 | 101.1940.43220 | 693.72 |
| | | 196080 | N10071058 | | LEASE 061623-091523 | 101.1940.44100 | 75.16 |
| | | 196080 | N10071058 | | LEASE 061623-091523 | 601.9690.44100 | |
| | | 196080 | N10071058 | | LEASE 061623-091523 | 602.9690.44100 | |

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 08/11/2023 - 08/24/2023

Item 10.

| Check Date | Bank | Check # | Invoice | Payee | Description | GL # | Amount |
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| | | 196080 | N10071058 | | LEASE 061623-091523 | 603.9520.44100 | 112.73 |
| | | 196080 | N10071058 | | LEASE 061623-091523 | 603.9530.44100 | 112.73 |
| | | | | | | | 1,445.28 |
| 08/24/2023 | MAIN | 196081 | 6007106300 | RED BULL DISTRIBUTION CO IN | 080923 INV | 609.0000.14500 | 209.28 |
| 08/24/2023 | MAIN | 196082 | INV-0723-002 | RESPEC INC | GIS COMPUTER SOFTWARE 0723-0923 | 101.3121.44030 | 183.75 |
| | | 196082 | INV-0723-002 | | GIS COMPUTER SOFTWARE 0723-0923 | 101.5200.44030 | 183.75 |
| | | 196082 | INV-0723-002 | | GIS COMPUTER SOFTWARE 0723-0923 | 101.6102.44030 | 621.25 |
| | | 196082 | INV-0723-002 | | GIS COMPUTER SOFTWARE 0723-0923 | 601.9600.44030 | 437.50 |
| | | 196082 | INV-0723-002 | | GIS COMPUTER SOFTWARE 0723-0923 | 602.9600.44030 | 437.50 |
| | | 196082 | INV-0723-002 | | GIS COMPUTER SOFTWARE 0723-0923 | 604.9600.44030 | 621.25 |
| | | | | | | | 2,485.00 |
| 08/24/2023 | MAIN | 196083 | 176733 | ROGOTZKE/ANN | FINAL/REFUND 659 SULLIVAN | 601.0000.20120 | 108.69 |
| 08/24/2023 | MAIN | 196084 | 090123 | ROSS NESBIT AGENCIES, INC | INSURANCE SERVICE 0923 | 884.0000.15510 | 1,000.00 |
| 08/24/2023 | MAIN | 196085 | 2-VB | RTD POWER WASHING, INC | SWEEPING - VAN BUREN RAMP | 228.6317.44000 | 1,100.00 |
| 08/24/2023 | MAIN | 196086 | 083123 | RYSHAVY/CHRISTOPHER EDWARD | STATE FAIR FUN FOODIE DAY MUSIC 083 | 101.5040.43050 | 75.00 |
| 08/24/2023 | MAIN | 196087 | 2924944 | SHAMROCK GROUP-ACE ICE | POP JPM 081123 | 101.5129.42990 | 247.00 |
| 08/24/2023 | MAIN | 196088 | 080423 | SHOREVIEW HUNKS LLC | BULK, APPLIANCE, ELECTRONICS PICKUP | 603.9510.42910 | 2,470.00 |
| | | 196088 | 080423 | | BULK, APPLIANCE, ELECTRONICS PICKUP | 603.9510.42920 | 1,110.00 |
| | | 196088 | 080423YW | | YARD WASTE PICKUP 073123-080423 | 603.9510.42930 | 5,545.00 |
| | | 196088 | 080423 | | BULK, APPLIANCE, ELECTRONICS PICKUP | 603.9540.43050 | 180.00 |
| | | | | | | | 9,305.00 |
| 08/24/2023 | MAIN | 196089 | W-199560 | SP3 LLC | 080923 INV | 609.0000.14500 | 312.47 |
| 08/24/2023 | MAIN | 196090 | 134054 | STAR TRIBUNE | SUBSCRIPTION 071323-101223 | 101.5040.44330 | 61.00 |
| 08/24/2023 | MAIN | 196091 | I1649000 | STREICHER'S GUN'S INC/DON | BELT | 101.2100.42172 | 64.99 |
| | | 196091 | I1648776 | | GAS MASK POUCH | 101.2100.42172 | 64.99 |
| | | 196091 | I1648697 | | ALTERATION | 101.2100.42172 | 10.00 |
| | | 196091 | I1648677 | | BELT | 101.2100.42172 | 64.99 |
| | | 196091 | CM296893 | | RETURN BELT | 101.2100.42172 | (64.99) |
| | | | | | | | 139.98 |
| 08/24/2023 | MAIN | 196092 | M28380 | TIMESAVER OFF SITE SECRETR | CC MINUTES 062623, PLANNING COMM 07 | 101.1410.43050 | 627.51 |
| | | 196092 | M28440 | | COUNCIL MINUTES 072423 | 101.1410.43050 | 231.50 |
| | | 196092 | M28380 | | CC MINUTES 062623, PLANNING COMM 07 | 201.2400.43050 | 159.00 |

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 08/11/2023 - 08/24/2023

Item 10.

| Check Date | Bank | Check # | Invoice | Payee | Description | GL # | Amount |
|------------|------|---------|----------------|----------------------------|-------------------------------------|----------------|----------|
| 08/24/2023 | MAIN | 196093 | 6995403 | U.S. BANK | 2017B BOND PAYING AGENT FEE | 347.7000.46200 | 500.00 |
| | | 196093 | 6995402 | | 2017A BOND PAYING AGENT FEE | 348.7000.46200 | 500.00 |
| | | 196093 | 6995801 | | 2021A BOND PAYING AGENT FEE | 392.7000.46200 | 500.00 |
| | | | | | | | 1,500.00 |
| 08/24/2023 | MAIN | 196094 | 9940936619 | VERIZON WIRELESS | 080123 542000689-00001 | 101.2100.43211 | 1,987.20 |
| | | 196094 | 9940936619 | | 080123 542000689-00001 | 101.2200.43211 | 251.72 |
| | | 196094 | 9940936619 | | 080123 542000689-00001 | 101.5000.43211 | 41.12 |
| | | | | | | | 2,280.04 |
| 08/24/2023 | MAIN | 196095 | 1025-F290687 | VIKING AUTOMATIC SPRINKLER | FIRE ALARM SIGNAL REPAIR-TV2 | 609.9792.44020 | 365.00 |
| 08/24/2023 | MAIN | 196096 | 0334082-IN | VINOCOPIA INC | 080323 INV | 609.0000.14500 | 1,817.75 |
| | | 196096 | 0334081-IN | | 080323 INV | 609.0000.14500 | 403.25 |
| | | 196096 | 0334082-IN | | 080323 INV | 609.9791.42199 | 16.50 |
| | | 196096 | 0334081-IN | | 080323 INV | 609.9792.42199 | 16.00 |
| | | | | | | | 2,253.50 |
| 08/24/2023 | MAIN | 196097 | 1292 | VISIONCATS LLC | 080723 INV | 609.0000.14500 | 220.00 |
| 08/24/2023 | MAIN | 196098 | 9531234-0500-3 | WASTE MANAGEMENT OF WI-MN | IRECYCLING ROLLOFF-YW 071623-073123 | 603.9510.42930 | 337.34 |
| | | 196098 | 9528079-0500-7 | | RECYCLING ROLLOFF 070123-071523 | 603.9530.42920 | 220.24 |
| | | | | | | | 557.58 |
| 08/24/2023 | MAIN | 196099 | 1054289621 | XCEL ENERGY (N S P) | 080823 51-7867950-2 | 101.3160.43810 | 27.55 |
| | | 196099 | 105456725 | | 080923 51-7867659-8 | 101.3160.43810 | 143.40 |
| | | 196099 | 1054519477 | | 080923 51-4697130-6 | 101.5129.43810 | 153.54 |
| | | 196099 | 1054557887 | | 0180923 51-9597586-9 | 101.5200.43810 | 17.20 |
| | | 196099 | 1054549897 | | 080923 51-8042065-3 | 101.5200.43810 | 14.98 |
| | | 196099 | 1054559478 | | 080923 51-0010057576-7 | 101.5200.43810 | 81.58 |
| | | 196099 | 1054565710 | | 080923 51-011039127-7 | 101.5200.43810 | 58.07 |
| | | 196099 | 1055931594 | | 081523 51-7654903-4 | 101.5200.43810 | 157.55 |
| | | 196099 | 1055576714 | | 081423 51-5950185-0 | 101.5200.43810 | 149.47 |
| | | 196099 | 105459892 | | 080923 51-0012266105-3 | 101.5200.43810 | 99.19 |
| | | 196099 | 1054560093 | | 080923 51-9893848-4 | 212.3190.43810 | 35.99 |
| | | 196099 | 1054593653 | | 090623 51-001198019-4 | 212.3190.43810 | 143.25 |
| | | 196099 | 1054607316 | | 080923 51-0013059132-8 | 228.6317.43810 | 689.11 |
| | | 196099 | 154332401 | | 080823 51-0011136455-0 | 240.5500.43810 | 942.91 |
| | | 196099 | 304916434 | | 080923 51-0013099828-3 | 602.9600.43810 | 155.40 |
| | | 196099 | 1054578328 | | 080923 51-0010836533-8 | 604.9600.43810 | 123.06 |
| | | 196099 | 1054881179 | | 081023 51-8335212-3 | 609.9792.43810 | 680.14 |
| | | 196099 | 1054507434 | | 080923 51-4436024-5 | 609.9793.43810 | |
| | | 196099 | 1054619886 | | 080923 51-02014068181-7 | 609.9793.43810 | |

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 08/11/2023 - 08/24/2023

| Check Date | Bank | Check # | Invoice | Payee | Description | GL # | Amount |
|------------|------|---------|------------|------------------------------|-----------------------|----------------|-----------|
| | | | | | | | 4,483.50 |
| 08/24/2023 | MAIN | 714 (A) | 3621442 | ARTISAN BEER COMPANY | 081123 INV | 609.0000.14500 | 1,564.70 |
| | | 714 (A) | 3621039 | | 081023 INV | 609.0000.14500 | 336.00 |
| | | 714 (A) | 369676 | | 080723 INV | 609.0000.14500 | (92.83) |
| | | 714 (A) | 364853 | | 060823 INV | 609.0000.14500 | (26.40) |
| | | | | | | | 1,781.47 |
| 08/24/2023 | MAIN | 715 (A) | 0200416400 | BELLBOY CORPORATION | 080923 INV | 609.0000.14500 | 3,986.15 |
| | | 715 (A) | 0107202200 | | 080923 INV | 609.0000.14500 | 106.60 |
| | | 715 (A) | 0200347600 | | 080323 INV | 609.0000.14500 | 3,096.85 |
| | | 715 (A) | 0200416400 | | 080923 INV | 609.9791.42199 | 62.68 |
| | | 715 (A) | 0200347600 | | 080323 INV | 609.9791.42199 | 54.00 |
| | | | | | | | 7,306.28 |
| 08/24/2023 | MAIN | 716 (A) | 111281872 | BREAKTHRU BEVERAGE MN BEER | 1071923 INV 700297736 | 609.0000.14500 | 4,373.65 |
| | | 716 (A) | 348720644 | | 041823 INV 700297717 | 609.0000.14500 | 20,612.05 |
| | | 716 (A) | 111491810 | | 080223 INV 700297736 | 609.0000.14500 | 193.15 |
| | | 716 (A) | 111573139 | | 080823 INV 700297717 | 609.0000.14500 | 126.25 |
| | | 716 (A) | 111573140 | | 080823 INV 700297717 | 609.0000.14500 | 30.80 |
| | | 716 (A) | 411232607 | | 072823 INV 700297736 | 609.0000.14500 | (308.75) |
| | | 716 (A) | 410858831 | | 041923 INV 700297717 | 609.0000.14500 | (438.40) |
| | | 716 (A) | 411251279 | | 080223 INV 700297717 | 609.0000.14500 | (26.20) |
| | | 716 (A) | 411240616 | | 080123 INV 700297717 | 609.0000.14500 | (13.07) |
| | | 716 (A) | 411240615 | | 080123 INV 700297717 | 609.0000.14500 | (40.79) |
| | | | | | | | 24,508.69 |
| 08/24/2023 | MAIN | 717 (A) | 111639742 | BREAKTHRU BEVERAGE MN W&S LI | 081123 700297717 | 609.0000.14500 | 280.00 |
| | | 717 (A) | 111639741 | | 081123 700297717 | 609.0000.14500 | 427.41 |
| | | 717 (A) | 111639740 | | 081123 700297717 | 609.0000.14500 | 1,337.50 |
| | | 717 (A) | 111639739 | | 081123 700297717 | 609.0000.14500 | 393.70 |
| | | 717 (A) | 111639745 | | 081123 700297717 | 609.0000.14500 | 679.00 |
| | | 717 (A) | 111639744 | | 081123 700297717 | 609.0000.14500 | 1,860.20 |
| | | 717 (A) | 111639752 | | 081123 700297782 | 609.0000.14500 | 318.22 |
| | | 717 (A) | 111639751 | | 081123 700297782 | 609.0000.14500 | 990.00 |
| | | 717 (A) | 111539250 | | 080423 700297717 | 609.0000.14500 | 416.00 |
| | | 717 (A) | 111434083 | | 072823 700297717 | 609.0000.14500 | 339.55 |
| | | 717 (A) | 111539249 | | 080423 700297717 | 609.0000.14500 | 448.00 |
| | | 717 (A) | 111539251 | | 080423 700297717 | 609.0000.14500 | 96.00 |
| | | 717 (A) | 111539253 | | 080423 700297717 | 609.0000.14500 | 338.19 |
| | | 717 (A) | 111539247 | | 080423 700297717 | 609.0000.14500 | 560.00 |
| | | 717 (A) | 111539246 | | 080423 700297717 | 609.0000.14500 | |
| | | 717 (A) | 111539248 | | 080423 700297717 | 609.0000.14500 | |

| Check Date | Bank | Check # | Invoice | Payee | Description | GL # | Amount |
|------------|------|---------|-----------|---|------------------|----------------|-----------|
| | | 717 (A) | 111539252 | | 080423 700297717 | 609.0000.14500 | 227.30 |
| | | 717 (A) | 111559200 | | 080423 700297717 | 609.0000.14500 | 887.30 |
| | | 717 (A) | 111539259 | | 080423 700297782 | 609.0000.14500 | 343.15 |
| | | 717 (A) | 111434092 | | 072823 700297736 | 609.0000.14500 | 336.00 |
| | | 717 (A) | 111539255 | | 080423 700297736 | 609.0000.14500 | 336.00 |
| | | 717 (A) | 111539254 | | 080423 700297736 | 609.0000.14500 | 340.95 |
| | | 717 (A) | 111539256 | | 080423 700297736 | 609.0000.14500 | 170.15 |
| | | 717 (A) | 111539257 | | 080423 700297736 | 609.0000.14500 | 405.90 |
| | | 717 (A) | 111639742 | | 081123 700297717 | 609.9791.42199 | 4.60 |
| | | 717 (A) | 111639741 | | 081123 700297717 | 609.9791.42199 | 3.45 |
| | | 717 (A) | 111639740 | | 081123 700297717 | 609.9791.42199 | 5.75 |
| | | 717 (A) | 111639739 | | 081123 700297717 | 609.9791.42199 | 3.45 |
| | | 717 (A) | 111639745 | | 081123 700297717 | 609.9791.42199 | 8.05 |
| | | 717 (A) | 111639744 | | 081123 700297717 | 609.9791.42199 | 11.50 |
| | | 717 (A) | 111539250 | | 080423 700297717 | 609.9791.42199 | 4.60 |
| | | 717 (A) | 111434083 | | 072823 700297717 | 609.9791.42199 | 3.45 |
| | | 717 (A) | 111539249 | | 080423 700297717 | 609.9791.42199 | 4.60 |
| | | 717 (A) | 111539251 | | 080423 700297717 | 609.9791.42199 | 1.15 |
| | | 717 (A) | 111539253 | | 080423 700297717 | 609.9791.42199 | 3.45 |
| | | 717 (A) | 111539247 | | 080423 700297717 | 609.9791.42199 | 9.20 |
| | | 717 (A) | 111539246 | | 080423 700297717 | 609.9791.42199 | 9.39 |
| | | 717 (A) | 111539248 | | 080423 700297717 | 609.9791.42199 | 8.05 |
| | | 717 (A) | 111539252 | | 080423 700297717 | 609.9791.42199 | 11.50 |
| | | 717 (A) | 111559200 | | 080423 700297717 | 609.9791.42199 | 11.50 |
| | | 717 (A) | 111434092 | | 072823 700297736 | 609.9792.42199 | 3.45 |
| | | 717 (A) | 111539255 | | 080423 700297736 | 609.9792.42199 | 3.45 |
| | | 717 (A) | 111539254 | | 080423 700297736 | 609.9792.42199 | 11.50 |
| | | 717 (A) | 111539256 | | 080423 700297736 | 609.9792.42199 | 5.75 |
| | | 717 (A) | 111539257 | | 080423 700297736 | 609.9792.42199 | 6.90 |
| | | 717 (A) | 111639752 | | 081123 700297782 | 609.9793.42199 | 16.10 |
| | | 717 (A) | 111639751 | | 081123 700297782 | 609.9793.42199 | 11.50 |
| | | 717 (A) | 111539259 | | 080423 700297782 | 609.9793.42199 | 4.60 |
| | | | | | | | 12,461.12 |
| 08/24/2023 | MAIN | 718 (A) | 2872067 | CAPITOL BEVERAGE SALES LP | 080923 INV | 609.0000.14500 | 3,484.85 |
| | | 718 (A) | 2872698 | | 081023 INV | 609.0000.14500 | 3,113.39 |
| | | 718 (A) | 2866513 | | 072723 INV | 609.0000.14500 | 6,338.20 |
| | | 718 (A) | 2869614 | | 080323 INV | 609.0000.14500 | 930.05 |
| | | 718 (A) | 2870694 | | 080723 INV | 609.0000.14500 | 2,898.85 |
| | | 718 (A) | 21510160 | | 080223 INV | 609.0000.14500 | (4.24) |
| | | | | | | | 16, 114 |
| 08/24/2023 | MAIN | 719 (A) | 005326 | FIRST CHOICE COFFEE SERVICE COFFEE STATIONS SET UPS AND SUPPLIE | 101.1940.42175 | | 2,209.38 |

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 08/11/2023 - 08/24/2023

Item 10.

| Check Date | Bank | Check # | Invoice | Payee | Description | GL # | Amount |
|------------|------|---------|---------|-----------------------------|-------------------------|----------------|----------|
| 08/24/2023 | MAIN | 720 (A) | 166172 | GRANICUS LLC | MEETING RECORDINGS 0523 | 225.9844.43050 | 1,695.00 |
| | | 720 (A) | 167846 | | CAPTIONING 0623 | 225.9844.43050 | 667.50 |
| | | 720 (A) | 167847 | | MEETING RECORDINGS 0623 | 225.9844.43050 | 1,695.00 |
| | | | | | | | 4,057.50 |
| 08/24/2023 | MAIN | 721 (A) | 2359346 | JOHNSON BROTHERS LIQUOR CO. | 081023 INV | 609.0000.14500 | 405.00 |
| | | 721 (A) | 2353508 | | 080223 INV | 609.0000.14500 | 1,389.00 |
| | | 721 (A) | 2353505 | | 080223 INV | 609.0000.14500 | 33.00 |
| | | 721 (A) | 2358226 | | 080923 INV | 609.0000.14500 | 228.90 |
| | | 721 (A) | 2359343 | | 081023 INV | 609.0000.14500 | 319.42 |
| | | 721 (A) | 2359342 | | 081023 INV | 609.0000.14500 | 824.00 |
| | | 721 (A) | 2359344 | | 081023 INV | 609.0000.14500 | 2,681.36 |
| | | 721 (A) | 2359340 | | 081023 INV | 609.0000.14500 | 296.06 |
| | | 721 (A) | 2360422 | | 081123 INV | 609.0000.14500 | 1,188.00 |
| | | 721 (A) | 2360424 | | 081123 INV | 609.0000.14500 | 538.00 |
| | | 721 (A) | 2360425 | | 081123 INV | 609.0000.14500 | 72.00 |
| | | 721 (A) | 2358227 | | 080923 INV | 609.0000.14500 | 670.00 |
| | | 721 (A) | 2359339 | | 081023 INV | 609.0000.14500 | 385.01 |
| | | 721 (A) | 2359341 | | 081023 INV | 609.0000.14500 | 691.35 |
| | | 721 (A) | 2360426 | | 081123 INV | 609.0000.14500 | 153.00 |
| | | 721 (A) | 2360423 | | 081123 INV | 609.0000.14500 | 1,496.37 |
| | | 721 (A) | 2359347 | | 081023 INV | 609.0000.14500 | 653.35 |
| | | 721 (A) | 2355827 | | 080423 INV | 609.0000.14500 | 462.00 |
| | | 721 (A) | 2355828 | | 080423 INV | 609.0000.14500 | 1,167.00 |
| | | 721 (A) | 2355829 | | 080423 INV | 609.0000.14500 | 96.00 |
| | | 721 (A) | 2355830 | | 080423 INV | 609.0000.14500 | 257.00 |
| | | 721 (A) | 2355832 | | 080423 INV | 609.0000.14500 | 240.27 |
| | | 721 (A) | 2353500 | | 080223 INV | 609.0000.14500 | 735.54 |
| | | 721 (A) | 2353501 | | 080223 INV | 609.0000.14500 | 440.00 |
| | | 721 (A) | 2353502 | | 080223 INV | 609.0000.14500 | 268.00 |
| | | 721 (A) | 2353503 | | 080223 INV | 609.0000.14500 | 104.00 |
| | | 721 (A) | 2355831 | | 080423 INV | 609.0000.14500 | 462.00 |
| | | 721 (A) | 2353504 | | 080223 INV | 609.0000.14500 | 120.00 |
| | | 721 (A) | 2355834 | | 080423 INV | 609.0000.14500 | 249.00 |
| | | 721 (A) | 2354672 | | 080323 INV | 609.0000.14500 | 339.00 |
| | | 721 (A) | 2355833 | | 080423 INV | 609.0000.14500 | 586.00 |
| | | 721 (A) | 2353506 | | 080223 INV | 609.0000.14500 | 58.00 |
| | | 721 (A) | 2353507 | | 080223 INV | 609.0000.14500 | 211.06 |
| | | 721 (A) | 2354673 | | 080323 INV | 609.0000.14500 | 248.00 |
| | | 721 (A) | 2353509 | | 080223 INV | 609.0000.14500 | 1,861.75 |
| | | 721 (A) | 2353510 | | 080223 INV | 609.0000.14500 | 1, |
| | | 721 (A) | 2353511 | | 080223 INV | 609.0000.14500 | 1, |

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 08/11/2023 - 08/24/2023

Item 10.

| Check Date | Bank | Check # | Invoice | Payee | Description | GL # | Amount |
|------------|------|---------|---------|-------|-------------|----------------|----------|
| | | 721 (A) | 2343820 | | 071923 INV | 609.0000.14500 | 517.50 |
| | | 721 (A) | 2333121 | | 063023 INV | 609.0000.14500 | 2,587.50 |
| | | 721 (A) | 2358228 | | 080923 INV | 609.0000.14500 | 114.00 |
| | | 721 (A) | 2358229 | | 080923 INV | 609.0000.14500 | 611.00 |
| | | 721 (A) | 2358230 | | 080923 INV | 609.0000.14500 | 777.50 |
| | | 721 (A) | 2356246 | | 080723 INV | 609.0000.14500 | 866.88 |
| | | 721 (A) | 2356245 | | 080723 INV | 609.0000.14500 | 376.62 |
| | | 721 (A) | 2356241 | | 080723 INV | 609.0000.14500 | 796.50 |
| | | 721 (A) | 2356242 | | 080723 INV | 609.0000.14500 | 3,054.84 |
| | | 721 (A) | 262770 | | 080423 INV | 609.0000.14500 | (135.00) |
| | | 721 (A) | 262769 | | 080423 INV | 609.0000.14500 | (45.34) |
| | | 721 (A) | 259207 | | 070823 INV | 609.0000.14500 | (264.00) |
| | | 721 (A) | 260766 | | 072023 INV | 609.0000.14500 | (1.33) |
| | | 721 (A) | 260785 | | 072023 INV | 609.0000.14500 | (14.25) |
| | | 721 (A) | 260784 | | 072023 INV | 609.0000.14500 | (199.50) |
| | | 721 (A) | 252778 | | 052223 INV | 609.0000.14500 | (2.62) |
| | | 721 (A) | 261876 | | 072823 INV | 609.0000.14500 | (33.99) |
| | | 721 (A) | 261875 | | 07823 INV | 609.0000.14500 | (32.82) |
| | | 721 (A) | 261877 | | 072823 INV | 609.0000.14500 | (46.00) |
| | | 721 (A) | 2359346 | | 081023 INV | 609.9791.42199 | 5.60 |
| | | 721 (A) | 2358226 | | 080923 INV | 609.9791.42199 | 8.40 |
| | | 721 (A) | 2359343 | | 081023 INV | 609.9791.42199 | 9.80 |
| | | 721 (A) | 2359342 | | 081023 INV | 609.9791.42199 | 12.60 |
| | | 721 (A) | 2359344 | | 081023 INV | 609.9791.42199 | 25.20 |
| | | 721 (A) | 2359340 | | 081023 INV | 609.9791.42199 | 8.40 |
| | | 721 (A) | 2360422 | | 081123 INV | 609.9791.42199 | 17.50 |
| | | 721 (A) | 2360424 | | 081123 INV | 609.9791.42199 | 8.40 |
| | | 721 (A) | 2360425 | | 081123 INV | 609.9791.42199 | 2.80 |
| | | 721 (A) | 2358227 | | 080923 INV | 609.9791.42199 | 11.22 |
| | | 721 (A) | 2359339 | | 081023 INV | 609.9791.42199 | 2.80 |
| | | 721 (A) | 2359341 | | 081023 INV | 609.9791.42199 | 5.84 |
| | | 721 (A) | 2360426 | | 081123 INV | 609.9791.42199 | 4.20 |
| | | 721 (A) | 2360423 | | 081123 INV | 609.9791.42199 | 44.80 |
| | | 721 (A) | 2359347 | | 081023 INV | 609.9791.42199 | 8.40 |
| | | 721 (A) | 2355827 | | 080423 INV | 609.9791.42199 | 2.80 |
| | | 721 (A) | 2355828 | | 080423 INV | 609.9791.42199 | 22.40 |
| | | 721 (A) | 2355829 | | 080423 INV | 609.9791.42199 | 2.80 |
| | | 721 (A) | 2355830 | | 080423 INV | 609.9791.42199 | 7.00 |
| | | 721 (A) | 2353496 | | 080223 DEL | 609.9791.42199 | 5.60 |
| | | 721 (A) | 2356241 | | 080723 INV | 609.9791.42199 | 12.60 |
| | | 721 (A) | 2356242 | | 080723 INV | 609.9791.42199 | |
| | | 721 (A) | 262770 | | 080423 INV | 609.9791.42199 | |

Item 10.

| Check Date | Bank | Check # | Invoice | Payee | Description | GL # | Amount |
|------------|------|---------|---------|-----------------------------|-------------|----------------|-----------|
| | | 721 (A) | 2353508 | | 080223 INV | 609.9792.42199 | 21.00 |
| | | 721 (A) | 2355834 | | 080423 INV | 609.9792.42199 | 7.00 |
| | | 721 (A) | 2354672 | | 080323 INV | 609.9792.42199 | 4.20 |
| | | 721 (A) | 2355833 | | 080423 INV | 609.9792.42199 | 8.40 |
| | | 721 (A) | 2353506 | | 080223 INV | 609.9792.42199 | 1.40 |
| | | 721 (A) | 2353507 | | 080223 INV | 609.9792.42199 | 7.00 |
| | | 721 (A) | 2354673 | | 080323 INV | 609.9792.42199 | 5.60 |
| | | 721 (A) | 2353509 | | 080223 INV | 609.9792.42199 | 15.41 |
| | | 721 (A) | 2353510 | | 080223 INV | 609.9792.42199 | 8.40 |
| | | 721 (A) | 2353511 | | 080223 INV | 609.9792.42199 | 18.22 |
| | | 721 (A) | 2343820 | | 071923 INV | 609.9792.42199 | 2.80 |
| | | 721 (A) | 2333121 | | 063023 INV | 609.9792.42199 | 40.60 |
| | | 721 (A) | 261877 | | 072823 INV | 609.9792.42199 | (0.50) |
| | | 721 (A) | 2353505 | | 080223 INV | 609.9793.42199 | 1.40 |
| | | 721 (A) | 2355832 | | 080423 INV | 609.9793.42199 | 9.80 |
| | | 721 (A) | 2353500 | | 080223 INV | 609.9793.42199 | 4.20 |
| | | 721 (A) | 2353501 | | 080223 INV | 609.9793.42199 | 5.60 |
| | | 721 (A) | 2353502 | | 080223 INV | 609.9793.42199 | 4.21 |
| | | 721 (A) | 2353503 | | 080223 INV | 609.9793.42199 | 2.80 |
| | | 721 (A) | 2355831 | | 080423 INV | 609.9793.42199 | 2.80 |
| | | 721 (A) | 2353504 | | 080223 INV | 609.9793.42199 | 4.20 |
| | | 721 (A) | 2358228 | | 080923 INV | 609.9793.42199 | 2.80 |
| | | 721 (A) | 2358229 | | 080923 INV | 609.9793.42199 | 7.00 |
| | | 721 (A) | 2358230 | | 080923 INV | 609.9793.42199 | 12.62 |
| | | 721 (A) | 2356246 | | 080723 INV | 609.9793.42199 | 21.00 |
| | | 721 (A) | 2356245 | | 080723 INV | 609.9793.42199 | 5.60 |
| | | | | | | | 31,925.43 |
| 08/24/2023 | MAIN | 722 (A) | 6629320 | PHILLIPS WINE & SPIRITS INC | 072123 INV | 609.0000.14500 | 1,680.00 |
| | | 722 (A) | 6634926 | | 080223 INV | 609.0000.14500 | 200.00 |
| | | 722 (A) | 6635889 | | 080323 INV | 609.0000.14500 | 184.00 |
| | | 722 (A) | 6628477 | | 072023 INV | 609.0000.14500 | 227.50 |
| | | 722 (A) | 6631134 | | 072623 INV | 609.0000.14500 | 136.50 |
| | | 722 (A) | 6635890 | | 080323 INV | 609.0000.14500 | 80.00 |
| | | 722 (A) | 6638697 | | 080923 INV | 609.0000.14500 | 220.00 |
| | | 722 (A) | 6635891 | | 080323 INV | 609.0000.14500 | 603.60 |
| | | 722 (A) | 6640492 | | 081123 INV | 609.0000.14500 | 45.50 |
| | | 722 (A) | 6639661 | | 081023 INV | 609.0000.14500 | 75.00 |
| | | 722 (A) | 6639663 | | 081023 INV | 609.0000.14500 | 1,459.50 |
| | | 722 (A) | 6639665 | | 081023 INV | 609.0000.14500 | 352.00 |
| | | 722 (A) | 6639662 | | 081023 INV | 609.0000.14500 | 1, |
| | | 722 (A) | 6639664 | | 081023 INV | 609.0000.14500 | 1, |

CHECK DISBURSEMENT REPORT FOR CITY OF COLUMBIA HEIGHTS
 CHECK DATE FROM 08/11/2023 - 08/24/2023

Item 10.

| Check Date | Bank | Check # | Invoice | Payee | Description | GL # | Amount |
|-------------------|------|---------|---------|----------------|--------------------------------|----------------|--------------|
| | | 722 (A) | 6618874 | | 063023 INV | 609.0000.14500 | 2,193.75 |
| | | 722 (A) | 501474 | | 062323 INV | 609.0000.14500 | (2.03) |
| | | 722 (A) | 501473 | | 062323 INV | 609.0000.14500 | (1.18) |
| | | 722 (A) | 6640492 | | 081123 INV | 609.9791.42199 | 1.40 |
| | | 722 (A) | 6639661 | | 081023 INV | 609.9791.42199 | 1.40 |
| | | 722 (A) | 6639663 | | 081023 INV | 609.9791.42199 | 19.60 |
| | | 722 (A) | 6639665 | | 081023 INV | 609.9791.42199 | 6.30 |
| | | 722 (A) | 6639662 | | 081023 INV | 609.9791.42199 | 51.80 |
| | | 722 (A) | 6639664 | | 081023 INV | 609.9791.42199 | 1.64 |
| | | 722 (A) | 6635889 | | 080323 INV | 609.9792.42199 | 5.60 |
| | | 722 (A) | 6628477 | | 072023 INV | 609.9792.42199 | 7.00 |
| | | 722 (A) | 6631134 | | 072623 INV | 609.9792.42199 | 4.20 |
| | | 722 (A) | 6635890 | | 080323 INV | 609.9792.42199 | 1.40 |
| | | 722 (A) | 6635891 | | 080323 INV | 609.9792.42199 | 7.00 |
| | | 722 (A) | 6634925 | | 080223 DEL | 609.9792.42199 | 4.21 |
| | | 722 (A) | 6618874 | | 063023 INV | 609.9792.42199 | 40.60 |
| | | 722 (A) | 6629320 | | 072123 INV | 609.9793.42199 | 35.00 |
| | | 722 (A) | 6629321 | | 072123 DEL | 609.9793.42199 | 4.20 |
| | | 722 (A) | 6629318 | | 072123 DEL | 609.9793.42199 | 8.40 |
| | | 722 (A) | 6634926 | | 080223 INV | 609.9793.42199 | 5.60 |
| | | 722 (A) | 6638697 | | 080923 INV | 609.9793.42199 | 7.00 |
| | | 722 (A) | 504784 | | 073123 DEL | 609.9793.42199 | (2.50) |
| | | | | | | | 9,399.74 |
| 08/24/2023 | MAIN | 723 (A) | 7438372 | WINE MERCHANTS | 081023 INV | 609.0000.14500 | 261.00 |
| | | 723 (A) | 7438371 | | 081023 INV | 609.0000.14500 | 1,430.01 |
| | | 723 (A) | 7438372 | | 081023 INV | 609.9791.42199 | 8.40 |
| | | 723 (A) | 7438371 | | 081023 INV | 609.9791.42199 | 14.35 |
| | | | | | | | 1,713.76 |
| TOTAL - ALL FUNDS | | | | | TOTAL OF 172 CHECKS (1 voided) | | 1,170,496.73 |

Check Register Report For City Of Columbia Heights
 For Check Dates 07/29/2023 to 08/24/2023

Item 10.

| Check Date | Bank | Check Number | Name | Check Gross | Physical Check Amount | Direct Deposit | Status |
|------------------------|------|--------------|---------------------------|------------------------------|-----------------------|-------------------|-------------|
| 08/11/2023 | PR | 100095 | UNION 49 | 35.00 | 35.00 | 0.00 | Open |
| 08/11/2023 | PR | 100096 | LELS #311 OFFICERS UNION | 1,350.00 | 1,350.00 | 0.00 | Open |
| 08/11/2023 | PR | 100097 | LELS #342 SERGEANT UNION | 270.00 | 270.00 | 0.00 | Open |
| 08/11/2023 | PR | EFT973 | COL HTS LOCAL 1216 | 200.00 | 200.00 | 0.00 | Open |
| 08/11/2023 | PR | EFT974 | COLHTS FIREFIGHTER ASSN | 110.00 | 110.00 | 0.00 | Open |
| 08/11/2023 | PR | EFT975 | MSRS MNDPC PLAN 650251 | 2,437.21 | 2,437.21 | 0.00 | Open |
| 08/11/2023 | PR | EFT976 | HSA BANK | 9,269.68 | 9,269.68 | 0.00 | Open |
| 08/11/2023 | PR | EFT977 | PMA UNION DUES | 60.00 | 60.00 | 0.00 | Open |
| 08/11/2023 | PR | EFT978 | COL HGTS POLICE ASSN | 168.50 | 168.50 | 0.00 | Open |
| 08/11/2023 | PR | EFT979 | IRS | 92,396.23 | 92,396.23 | 0.00 | Open |
| 08/11/2023 | PR | EFT980 | MISSION SQUARE 401 (ROTH) | 2,054.13 | 2,054.13 | 0.00 | Open |
| 08/11/2023 | PR | EFT981 | MISSION SQUARE 457(B) | 18,279.73 | 18,279.73 | 0.00 | Open |
| 08/11/2023 | PR | EFT982 | MISSION SQUARE RHS | 647.14 | 647.14 | 0.00 | Open |
| 08/11/2023 | PR | EFT983 | PERA 397400 | 85,332.57 | 85,332.57 | 0.00 | Open |
| 08/11/2023 | PR | EFT984 | STATE OF MN TAX | 18,984.40 | 18,984.40 | 0.00 | Open |
| Totals: | | | | Number of Checks: 015 | 231,594.59 | 231,594.59 | 0.00 |
| Total Physical Checks: | | 3 | | | | | |
| Total Check Stubs: | | 12 | | | | | |



| | |
|----------------|-----------------|
| AGENDA SECTION | PUBLIC HEARINGS |
| MEETING DATE | AUGUST 28, 2023 |

| | | | | | | | | | |
|--|---|---|---|--|---|---|--|--|---|
| ITEM: | Consideration of Resolution 2023-44, Revocation of the License to Operate Rental Units Within the city of Columbia Heights against the rental property at 4522 Tyler Street NE for failure to meet the requirements of the Residential Property Maintenance Codes. | | | | | | | | |
| DEPARTMENT: Fire | BY/DATE: Assistant Fire Chief Dan O’Brien, 8/28/23 | | | | | | | | |
| <p>CITY STRATEGY: <i>(please indicate areas that apply by adding a bold “X” in front of the selected text below)</i></p> <table style="width: 100%;"> <tr> <td><input type="checkbox"/> Safe Community</td> <td><input type="checkbox"/> Diverse, Welcoming “Small-Town” Feel</td> </tr> <tr> <td><input type="checkbox"/> Economic Strength</td> <td><input checked="" type="checkbox"/> Excellent Housing/Neighborhoods</td> </tr> <tr> <td><input type="checkbox"/> Equity and Affordability</td> <td><input type="checkbox"/> Strong Infrastructure/Public Services</td> </tr> <tr> <td><input type="checkbox"/> Opportunities for Play and Learning</td> <td><input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population</td> </tr> </table> | | <input type="checkbox"/> Safe Community | <input type="checkbox"/> Diverse, Welcoming “Small-Town” Feel | <input type="checkbox"/> Economic Strength | <input checked="" type="checkbox"/> Excellent Housing/Neighborhoods | <input type="checkbox"/> Equity and Affordability | <input type="checkbox"/> Strong Infrastructure/Public Services | <input type="checkbox"/> Opportunities for Play and Learning | <input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population |
| <input type="checkbox"/> Safe Community | <input type="checkbox"/> Diverse, Welcoming “Small-Town” Feel | | | | | | | | |
| <input type="checkbox"/> Economic Strength | <input checked="" type="checkbox"/> Excellent Housing/Neighborhoods | | | | | | | | |
| <input type="checkbox"/> Equity and Affordability | <input type="checkbox"/> Strong Infrastructure/Public Services | | | | | | | | |
| <input type="checkbox"/> Opportunities for Play and Learning | <input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population | | | | | | | | |

BACKGROUND:

Revocation of the license to operate rental units within the city of Columbia Heights is requested against the rental property at:

4522 Tyler Street NE

| |
|---|
| RECOMMENDED MOTIONS: |
| <p>MOTION: Move to close the public hearing and waive the reading of Resolution 2023-44, there being ample copies available to the public.</p> <p>MOTION: Move to adopt Resolution 2023-44, being a Resolution of the city council of the city of Columbia Heights approving revocation, pursuant to city code, of the rental license listed.</p> |

ATTACHMENT:

Revocation Res. 2023-44 – Rental Vio NOT Corrected – 4522 Tyler St.

Resolution of the City Council for the City of Columbia Heights approving revocation pursuant to City Code of that certain property rental license held by Donald H. Findell (Hereinafter "License Holder").

Whereas, license holder is the legal owner of the real property located at 4522 Tyer Street NE, Columbia Heights, Minnesota,

Whereas, pursuant to City Code, written notice setting forth the causes and reasons for the proposed Council action contained herein was given to the License Holder on July 28, 2023, of a public hearing to be held on August 28, 2023.

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

FINDINGS OF FACT

1. That on June 8, 2023, inspectors for the City of Columbia Heights, inspected the property described above and noted violations. A compliance letter listing the violations was mailed by regular mail to the owner at the address listed on the Rental Housing License Application.
2. That on July 13, 2023, inspectors for the City of Columbia Heights performed a re-inspection and noted that violations remained uncorrected.
3. That on July 28, 2023, inspectors for the City of Columbia Heights performed another re-inspection and noted that violations remained uncorrected. A statement of cause was mailed via regular mail to the owner at the address listed on the rental housing license application.
4. That on August 17, 2023, inspectors for the City of Columbia Heights checked records for this property and noted that the violations remained uncorrected.
5. That based upon said records of the Enforcement Office, the following conditions and violations of the City's Property Maintenance Code were found to exist, to-wit:
 - a. Shall replace missing switch plate cover for electrical outlet in downstairs hallway.
 - b. Shall immediately replace the missing/inoperable/expired smoke detector in the upper end bedroom.
 - c. Pest intrusion (mice) found in lower level. Shall have a professional exterminator check the building for rodents. Shall properly treat infested areas as needed. All structures and interior/exterior property shall be kept free from insect, bird, and rodent infestation.
 - d. Shall investigate/mitigate sewage in sump pump system in laundry room.
6. That all parties, including the License Holder and any occupants or tenants, have been given the appropriate notice of this hearing according to the provisions of the City Code.

ORDER OF COUNCIL

1. The rental license belonging to the License Holder described herein and identified by license number 23-0006233 is hereby revoked.
2. The city will post for the purpose of preventing occupancy a copy of this order on the buildings covered by the license held by License Holder.

3. The premises become Unlawful to Occupy 45 days from the first day of posting of this Order revoking the license as held by the License Holder.

Passed this _____ day of _____, 2023

Offered by:

Seconded by:

Roll Call:

Amáda Márquez Simula, Mayor

Attest:

Sara Ion, City Clerk/Council Secretary

SMITH & RAVER LLP
 2900 Washington Av N
 Minneapolis MN 55411

612.379.0674

fax:612.465.3219

smith.and.raver.llp@gmail.com

1 August 2023

Board of Appeals
 City of Columbia Heights
 590 40th Avenue NE,
 Columbia Heights, MN 55421-3878

re: 1000 Peters Place NE, Columbia Heights, Minnesota

Greetings City of Columbia Heights,

I represent Syed M. Raza, the sole member of KSR Investments LLC, and License Holder of the License to Operate Rental Units Within the City at the above address.

This is my client's appeal of the City Council's Resolution 2023-35 from 10 July 2023 revoking my client's License.

If you read the transcript, which presents a bit of difficulty with all of the interruptions, you can see that the items addressed and summarized in paragraph 7 a., b., and c., were all remedied as of the date of the public hearing.

Evidence was presented and offered that the door in 7. a. was replaced; evidence was presented that the concrete blocks in 7. b. were repaired, and evidence was presented that a professional exterminator was engaged and satisfied the conditions in 7. c.

Nonetheless, the City Council elected to ignore that evidence, and revoke my client's license arbitrarily and capriciously.

Mr Raza and KSR Investments LLC are each a "... person directly affected by a decision of the Code Official or a notice or order issued under..." your City's code as defined in Ordinance 5A.307 (A). We hereby demand an appeal, and ask that enforcement of the Resolution be stayed the until the appeal is heard by the Appeals Board per 5A.307 (D).

Be well,

/s/Morgan Smith
 Morgan Smith

info@columbiaheightsmn.gov
 jhoeft@columbiaheightsmn.gov
 dobrien@columbiaheightsmn.gov



| | |
|----------------|-----------------|
| AGENDA SECTION | PUBLIC HEARINGS |
| MEETING DATE | AUGUST 28, 2023 |

| | | | |
|--|---|-----------------|-----------------------|
| ITEM: | Appeal #1 of Rental License Revocation Resolution 2023-35 for 1000 Peters PI NE. | | |
| DEPARTMENT: | Fire/Property Maintenance | BY/DATE: | Dan O'Brien 8/28/2023 |
| CITY STRATEGY: <i>(please indicate areas that apply by adding a bold "X" in front of the selected text below)</i> | | | |
| <input type="checkbox"/> Safe Community | <input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel | | |
| <input type="checkbox"/> Economic Strength | <input checked="" type="checkbox"/> Excellent Housing/Neighborhoods | | |
| <input type="checkbox"/> Equity and Affordability | <input type="checkbox"/> Strong Infrastructure/Public Services | | |
| <input type="checkbox"/> Opportunities for Play and Learning | <input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population | | |

BACKGROUND:

On 8/1/2023, the city received an appeal of the Council’s decision on Resolution 2023-35, which revoked the license for 1000 Peters PI NE.

City Code Section 5A.306 Right of Appeal states, "When a person to whom a compliance order is directed alleges that such compliance order is based upon erroneous interpretation of the chapter or upon a misstatement or mistake of fact, such person may appeal."

The appeals board for property maintenance is the City Council of Columbia Heights.

The revocation was based on uncorrected violations from the last inspection performed by city inspectors on 6/28/2023. The revocation was the second revocation of a license that the Licensee had an interest in within the past five years. Pursuant to city code section 5A.408(E), which states, "Any person or owner who has had an interest in two or more licenses revoked pursuant to this code shall be ineligible to hold or have an interest in an occupancy license for a period of five years", the Licensee is now ineligible to hold an interest in a rental occupancy license until 7/10/2028.

A copy of the letter of appeal is attached for reference.

| |
|-------------------------------|
| RECOMMENDED MOTION(S): |
| MOTION: None |

ATTACHMENT(S):

- 20230801 KSR, City of CH letter re Appeal.pdf
- 1000 Peters PI NE Inspection Timeline and Photos.pdf

INSPECTIONS

KSR Investments LLC
1000 Peters PI NE

PIN: 36-30-24-33-0146 RENTAL [Over 3 Units]
 Number of Units: 17 Licensee: Syed Raza

County Owner:
 KSR INVESTMENTS LLC
 1517 WEST GREENDALE AVE
 PARK RIDGE, IL 60068

| Inspection Number | Class | Reinsp? | Inspected | Previous Inspection | Next Inspection | Sub Code Desc | #Viol | Insp Status | Cost | Notes |
|-------------------|--------------------------------|---------|------------|---------------------|-----------------|---------------------------------------|-------|----------------|-------|--|
| 22-0004244 | Property Maintenance Complaint | No | 8/19/2022 | | 9/26/2022 | Violations Found | 10 | Unsatisfactory | | Tenant complaint: doors don't close, floor is damaged, ceiling is damaged in bathroom so residents cannot bathe, nails are everywhere, mouse infestation, etc. Original infestation violation. |
| 22-0004334 | Property Maintenance | Yes | 9/26/2022 | 8/19/2022 | 10/14/2022 | Second Notice of Violations | 3 | Unsatisfactory | \$150 | |
| 22-0004850 | Property Maintenance | Yes | 10/14/2022 | 9/26/2022 | 11/10/2022 | Second Notice of Violations | 3 | Unsatisfactory | \$150 | |
| 22-0004999 | Property Maintenance | Yes | 11/10/2022 | 10/14/2022 | 12/1/2022 | Statement of Cause: Failed Inspection | 9 | Unsatisfactory | \$150 | Fire door and broken/crumbling concrete block violations added as new violations. |
| 22-0005314 | Property Maintenance | Yes | 12/1/2022 | 11/10/2022 | 12/6/2022 | Pre-Council Inspection | 8 | Unsatisfactory | \$150 | 12/6/22: signs of mice still visible - fresh feces in cabinets. Units do not appear to have been treated. |
| 22-0005390 | Property Maintenance | Yes | 12/6/2022 | 12/1/2022 | 12/12/2022 | Pre-Council Inspection | 5 | Unsatisfactory | \$150 | |
| 22-0005404 | Property Maintenance | Yes | 12/12/2022 | 12/6/2022 | 1/9/2023 | City Council Public Hearing-Canceled | 5 | Unsatisfactory | | Council meeting postponed by Fire Administration. |
| 23-0000072 | Property Maintenance | Yes | 1/9/2023 | 12/12/2022 | 1/26/2023 | Status Check | 4 | Unsatisfactory | \$150 | Documentation of fire door ordered/exterminator report coming 1/10/23. Pipe repaired/now ceiling can be patched per inspectors. |
| 23-0000110 | Property Maintenance | Yes | 1/26/2023 | 1/9/2023 | 3/16/2023 | Status Check | 3 | Unsatisfactory | \$150 | 1/26/23: infestation summary received re: rodents/roaches/bedbugs. |
| 23-0000853 | Property Maintenance | Yes | 3/16/2023 | 1/26/2023 | 5/1/2023 | Status Check | 3 | Unsatisfactory | | |
| 23-0001389 | Property Maintenance | Yes | 5/1/2023 | 3/16/2023 | 6/28/2023 | Statement of Cause: Failed Inspection | 3 | Unsatisfactory | \$150 | |
| 23-0001820 | Property Maintenance | Yes | 6/28/2023 | 5/1/2023 | 7/10/2023 | Pre-Council Inspection | 3 | Unsatisfactory | | |
| 23-0002533 | Property Maintenance | Yes | 7/10/2023 | 6/28/2023 | 7/11/2023 | Rental License Revoked by Council | 3 | Unsatisfactory | | |
| 23-0002678 | Property Maintenance | Yes | 7/11/2023 | 7/10/2023 | 8/1/2023 | Notice of 5-Year License Revocation | 3 | Unsatisfactory | | |
| 23-0002679 | Property Maintenance | Yes | 8/1/2023 | 7/11/2023 | 8/28/2023 | Appeal Received | 3 | Unsatisfactory | | |
| 23-0003369 | Property Maintenance | Yes | 8/28/2023 | 8/1/2023 | | City Council Public Hearing | | Pending | | |



NOTICE OF VIOLATION

August 19, 2022

Syed M Raza
KSR Investements, LLC
1517 W Greendale Ave
Park Ridge, IL 60068

PROPERTY

1000 Peters PI NE
Columbia Heights, MN 55421

NEXT INSPECTION

Between 10:00
AM and 11:00 AM



Dear Property Owner/Manager:

On 8/19/2022 our inspector conducted an inspection of your rental property and found conditions representing violations of City and/or State Fire Code that require your attention. The results of the inspection are listed in the attached inspection report summary. The nature of the violations determines the time frame the city allows the responsible party to correct code violations. Please read through the correction order violation details carefully and contact our office immediately if you do not understand any of the violations or feel that you cannot correct the violations in the assigned time frame.

Our inspector returns on 9/26/2022 between 10:00 AM and 11:00 AM to determine compliance with this correction order. If the violations are on the interior of the property, the presence of you or your representative is required to provide access to interior areas. If the responsible party has not corrected the violations prior to the inspector's return, the inspectors are unable to gain access to the unit(s) for inspection because the tenants were not legally notified of the inspection (MN Statute 504B.211), or you or your representative did not show up at the appointed time, the city will schedule a license revocation and abatement hearing with the City Council and any additional inspections are charged at a rate of \$150 fee per inspection. Any person or owner who has had an interest in two or more licenses revoked by the City Council is ineligible to hold or have an interest in a rental occupancy license for a period of five years.

In addition to revocation of the rental license the city may issue a citation and/or abate the outstanding violations by hiring a contractor to bring the property into compliance. The property owner is financially responsible for all legal, abatement, and administrative fees. The city recovers unpaid fees through a special assessment against the property, payable with the property taxes the following year.

Please call 763-706-8156 or email fireinspections@columbiaheightsmn.gov immediately if you have any questions regarding this notice.

Columbia Heights Inspection Office



COMPLIANCE ORDER: VIOLATION DESCRIPTION AND DETAILS

Columbia Heights Property Maintenance • 825 41st Ave NE • Columbia Heights, MN 55421 • 763-706-8156 • fireinspections@columbiaheightsmn.gov

Item 12.

Raza, Syed M.

 1000 Peters PI NE Columbia Heights, MN 55421

INSPECTED DATE

 8/19/2022 9:45 AM

INSTRUCTIONS

- ① Below are the details of the code violations found during the inspection. Please correct all violations in this order in a workmanlike manner prior to your next inspection date.
- 📞 Call our office **IMMEDIATELY** at 763-706-8156 if you need clarification of any of the violation details or have questions regarding this notice.
- 📅 Inspectors will perform a follow-up inspection on 9/26/2022 between 10:00 and 11:00. If there are violation in the interior of the structure, please ensure that you or your representative is present to provide inspectors access to all areas.
- 🚧 Failure to correct violations can result in the revocation of your rental license by the City Council, a citation, and/or all remaining uncorrected violations are subject to correction (abatement) by a contractor hired by the city. The property owner is personally responsible for all costs for inspection fees, the abatement and administrative fees and is assessed to the property's taxes until paid.

INSPECTION INFO

Status: **Unsatisfactory**
Property Maintenance
Violations Found
Inspection #: 22-0004244
Inspector: K Hall

NEXT INSPECTION



Between
10:00 AM and
11:00 AM

🚫 **Minnesota Statute 504B.211 requires landlords to make a good faith effort to give the tenant reasonable notice of your intent to enter for inspection purposes. Inspectors will not conduct inspections of properties where the tenant(s) do not receive reasonable notice by the landlord and our office will schedule a license revocation hearing.**

NEED TRANSLATION? ¿Habla español? Traducir en:
Af-soomaali ku hadal? Ku tarjun: <https://translate.google.com/>
تحدث بالعربية؟ ترجمة في

VIOLATION DESCRIPTION AND DETAIL

- Violation # 1 § 5A.211 (E) Shall repair/replace malfunctioning/non-testable GFCI outlet in unit 101 bathroom. Every bathroom must contain at least one receptacle with ground fault circuit interrupter protection.
- Violation # 2 § 5A.212 (D) Shall replace painted carbon monoxide detector in unit 101. Properly functioning CO detectors must be placed within ten (10) feet of each room lawfully used for sleeping purposes. CO alarms can be hardwired into the electrical wiring, directly plugged into an electrical outlet without a switch, or battery powered.
- Violation # 3 § 5A.203 (R) Shall repair/replace main entry door to latch and function properly. Doors and assemblies that need to be replaced due to damage or deterioration shall be replaced with doors and assemblies that meet the intended rating.

§ 5A.204 (E) Shall repair/replace all unit 101 interior doors to close/latch and function properly and repair/replace broken/delaminating bathroom door in unit 101 to swing/close/latch as intended. Interior doors shall be maintained free of defects, holes, or damage. Every interior door shall fit reasonably well within its frame and shall be capable of being opened and closed by being properly and securely attached to jambs, headers or tracks as intended by the manufacturer of the attachment hardware. Door hardware shall be maintained in working condition.
- Violation # 4 §5A.211 (D) Shall repair/replace missing light fixture globe for unit 101 end bedroom light. All electrical equipment, wiring, and appliances shall be installed and maintained to the Minnesota State Building Code.

§ 5A.212 (C) SHALL IMMEDIATELY REPAIR/REPLACE THE MISSING/EXPIRED SMOKE DETECTORS IN THE FOLLOWING AREAS:

- [] Unit 101 living area (missing)
- [] Unit 101 bedrooms (expired/painted over)

- Smoke alarms are required by the fire code to be replaced when they exceed 10 years from the date of manufacture. The date is located on the back of the alarm. If there is no date, the smoke alarm is over 10 years old.
- Replace when the smoke alarm fails an operability test.
- Smoke alarms shall be replaced with the same type of power supply (HARD-WIRED WITH HARD-WIRED; BATTERY-OPERATED WITH BATTERY-OPERATED).

§ 5A.210 (C) Shall repair/replace fallen/missing baseboards throughout unit 101. Dwellings shall be provided with heating facilities capable of maintaining a room temperature of 68 degrees F. in all habitable rooms, bathrooms and toilet rooms. Cooking or water heating appliances shall not be used to provide space heating to meet the requirements of this section. Portable heating equipment employing flame or the use of liquid fuel shall not be considered as heating facilities within the meaning of this section and is prohibited. No owner or occupant shall install, operate, or use a space heater employing a flame that is not vented outside the structure in an approved manner. No owner shall supply portable electric heaters to comply with this section.

§ 5A.202 (L) Shall have a professional exterminator check the building for mice. Shall properly treat infested areas as needed. All structures and exterior property shall be kept free from insect, bird, and rodent infestation. All structures in which insects, birds or rodents are found shall promptly be exterminated by an approved process that will not be injurious to human health.

Shall provide proof of all work performed/extermination to the Fire Department inspection office at JCaron@ColumbiaHeightsMN.Gov or

Columbia Heights Fire Dept.
825 41st Avenue NE
Columbia Heights, MN 55421

§ 5A.204 (A) Shall repair/replace flooring in kitchen area of unit 101 (must be installed, adhered and finished in a workmanlike manner).

- § 5A.204 (C) Water/Mold Damage:
- Shall repair/replace broken/water damaged kitchen cabinet boxes and underlayment in unit 101.
 - Shall repair/replace water damaged drywall and ceiling in unit 101 bathroom.

Shall thoroughly dry, clean, and/or replace any/all surfaces that are wet and/or damaged from water and/or mold. Shall investigate water damage and mold to find and abate the source.

§ 5A.204 (C) Shall repair/replace/remove screws and nail heads protruding from drywall throughout unit 101 and repair/replace drywall in unit 101 living room around co-ax connection (holes found painted/taped). Repairs and installations are to be executed in a skilled and professional manner including obtaining any necessary City/State permits, inspections, approvals of the authority having jurisdiction, adherence to all applicable codes, installation to manufacturer's specifications, the use of proper materials for designed purposes, installation to current architectural or engineering standards, surfaces (material, color, texture) to conform to current surrounding areas, and all work shall be generally plumb, level, square, in line, undamaged and without marring adjacent work.

§ 5A.209 (A) Shall repair/replace/secure shower spout in unit 101. All plumbing fixtures shall be properly installed and maintained in working order, and shall be kept free from obstructions, leaks and defects and be capable of performing the function for which such plumbing fixtures are designed. All plumbing fixtures shall be maintained in a safe, sanitary, and functional condition.



Violation # 10 § 5A.203 (P) Windows:

- Shall repair/replace unit 101 end bedroom window to latch/lock and secure.
- Shall repair/replace stripped corner bedroom casement window handle/mechanism in unit 101.

Item 12.

Windows must be easily openable and capable of being held in position by window hardware.

🔍 QUESTIONS?

If you have any questions regarding this notice of violation or feel that you cannot complete the repairs in the time frame assigned, please call the Columbia Heights Fire Department Inspection Office at 763-706-8156 or email us at fireinspections@columbiaheightsmn.gov

✂️ WORKMANLIKE

All repairs, maintenance work, alterations or installations shall be executed and installed in a skilled and professional manner including obtaining all necessary city/state permits, inspections, approvals of the authority having jurisdiction, adherence to all applicable codes, installation to manufacturer's specifications, the use of proper materials for designed purposes, installation to current architectural or engineering standards, surfaces (material, color, texture) to conform to current surrounding areas, and all work shall be generally plumb, level, square, in line, undamaged and without marring adjacent work.

⚖️ RIGHT OF APPEAL

Minnesota Statutes and City Code state that any person may appeal an order issued to them or action taken by the local governing body on issues regulated by fire or city code. Appeals may be made only within the initial violation period to determine the suitability of alternate materials and types of construction, to provide for reasonable interpretations of the provisions of the code, and for variances from orders issued.

COMPLIANCE ORDER: VIOLATION DESCRIPTION AND DETAILS

Columbia Heights Property Maintenance • 825 41st Ave NE • Columbia Heights, MN 55421 • 763-706-8156 • fireinspections@columbiaheightsmn.gov

Item 12.

Raza, Syed M.

 1000 Peters Pl NE Columbia Heights, MN 55421

INSPECTED DATE

 11/10/2022 10:00 AM

INSTRUCTIONS

-  Please correct all violations in this order in a workmanlike manner prior to your next inspection date.
-  Call our office **IMMEDIATELY** at 763-706-8156 if you need clarification of any of the violation details or have questions regarding this notice.
-  Inspectors will perform a follow-up inspection on 12/01/2022 between 10:00 and 11:00. If there are violation in the interior of the structure, please ensure that you or your representative is present to provide inspectors access to all areas.
-  Failure to correct violations can result in the revocation of your rental license by the City Council, a citation, and/or all remaining uncorrected violations are subject to correction (abatement) by a contractor hired by the city. The property owner is personally responsible for all costs for inspection fees, the abatement and administrative fees and is assessed to the property's taxes until paid.

 **Minnesota Statute 504B.211 requires landlords to make a good faith effort to give the tenant reasonable notice of your intent to enter for inspection purposes. Inspectors will not conduct inspections of properties where the tenant(s) do not receive reasonable notice by the landlord and our office will schedule a license revocation hearing.**

NEED TRANSLATION? ¿Habra español? Traducir en:
Af-soomaali ku hadal? Ku tarjun: <https://translate.google.com/>
تحدث بالعربية؟ ترجمة في

INSPECTION INFO

Status: **Unsatisfactory**
Property Maintenance
Statement of Cause: Failed Inspection
Inspection #: 22-0004999
Inspector: K Hall

FINAL INSPECTION



Between
10:00 AM and
11:00 AM

VIOLATION DESCRIPTION AND DETAIL

Violation # 1 § 5A.204 (E) Shall repair/replace all unit 101 interior doors to close/latch and function properly and repair/replace broken/delaminating bathroom door in unit 101 to swing/close/latch as intended. Interior doors shall be maintained free of defects, holes, or damage. Every interior door shall fit reasonably well within its frame and shall be capable of being opened and closed by being properly and securely attached to jambs, headers or tracks as intended by the manufacturer of the attachment hardware. Door hardware shall be maintained in working condition.

All work must be performed in a workmanlike manner to match surrounding areas.

Violation # 2 MSFC 604.7 Equipment and fixtures:

- Shall repair electrical issue with flickering light in laundry room above laundry tub.
- Shall ensure appropriate lighting in front and rear stairs.

Electrical equipment and fixtures shall be tested and listed by an approved agency and installed and maintained in accordance with all instructions included as part of such listing.

Violation # 3 MSFC (2015) 1104.5.3 Emergency Lighting:
Shall repair/replace non-functioning emergency light in second floor hallway. Shall ensure that the means of egress illumination is equipped and maintained with an emergency power system capable of providing 30 minutes of illumination in the event of primary power loss.

Violation # 4 703.2 Fire Doors:

- Shall repair/replace delaminating fire door in first floor front stairwell.

Violation # 5 § 5A.203 (E) Shall repair/replace broken/crumbling concrete blocks along front of patio area that are out of plumb, contain open cracks/breaks and are not kept in such condition that would prevent the entry of rodents and other pests.

Violation # 6

§ 5A.202 (L) Shall have a professional exterminator check the building for mice. Shall properly treat infested areas as needed. All structures and exterior property shall be kept free from insect, bird, and rodent infestation. All structures in which insects, birds or rodents are found shall promptly be exterminated by an approved process that will not be injurious to human health.

Item 12.

Shall provide proof of all work performed/extermination to the Fire Department inspection office at JCaron@ColumbiaHeightsMN.Gov or

Columbia Heights Fire Dept.
825 41st Avenue NE
Columbia Heights, MN 55421

10/4/22: complaint received via e-mail from Unit 303 (Jim Johnston) re: mouse infestation in entire building; owner not responding to the issue.

Violation # 7

§ 5A.204 (C) Water/Mold Damage:

- Shall repair/replace broken/water damaged kitchen cabinet boxes and underlayment in unit 101.

Shall thoroughly dry, clean, and/or replace any/all surfaces that are wet and/or damaged from water and/or mold. Shall investigate water damage and mold to find and abate the source.

Violation # 8

§ 5A.209 (A): Plumbing:

- Shall repair/replace damaged, malfunctioning pipe in first floor stair ceiling found patched with Teflon tape and hose clamp.

All plumbing equipment and fixtures shall be properly installed and maintained in working order, shall be kept free from obstructions, leaks and defects, and be capable of performing the function for which such plumbing equipment and fixtures are designed. All plumbing equipment and fixtures shall be maintained in a safe, sanitary, and functional condition.

Violation # 9

§ 5A.212 (F) Shall lock/secure all storage lockers OR shall remove all combustible materials from open lockers.

🔔 QUESTIONS?

If you have any questions regarding this notice of violation, please call the Columbia Heights Fire Department Inspection Office at 763-706-8156 or email us at fireinspections@columbiaheightsmn.gov

✂️ WORKMANLIKE

All repairs, maintenance work, alterations or installations shall be executed and installed in a skilled and professional manner including obtaining all necessary city/state permits, inspections, approvals of the authority having jurisdiction, adherence to all applicable codes, installation to manufacturer's specifications, the use of proper materials for designed purposes, installation to current architectural or engineering standards, surfaces (material, color, texture) to conform to current surrounding areas, and all work shall be generally plumb, level, square, in line, undamaged and without marring adjacent work.

⚖️ RIGHT OF APPEAL

Your time to appeal the suitability of alternate materials and types of construction, alternate interpretations of the provisions of the code, and variances from orders issued has expired.



☀ 94°E (T) ● 45°2'19"N, 93°14'42"W ±32ft ▲ 960ft



First floor front fire door

1000 Peters Pl
2023-06-28, 10:49:57



☀ 91°E (T) ☉ 45°2'19"N, 93°14'42"W ±275ft ▲ 960ft



First floor front fire door

1000 Peters Pl
2023-06-28, 10:50:28



☀ 96°E (T) ☉ 45°2'19"N, 93°14'42"W ±291ft ▲ 960ft



First floor front fire door

1000 Peters Pl
2023-06-28, 10:50:33



☀ 145°SE (T) ● 45°2'19"N, 93°14'42"W ±305ft ▲ 960ft



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ENERGY STAR

Map of the United States with a blue square indicating certification status.

MASTERCRAFT

Label "D"
Decorative All State
Inswing or Outswing Door

CPD# MID-M-1
Insulated Steel
Wood Edge Door

ENERGY PERFORMANCE RATINGS

U-Factor/Solar Heat Gain Coefficient (SHGC)

| PRODUCT DESCRIPTION* | Individual Option Number | | | |
|---------------------------------|--------------------------|-------------------------|--------------------------|---------------------------|
| | A | B | C | D |
| 1 Clear/Air/Clear 0.750 Grid | 0.19 1/2 Life ≤ 410† | 0.24 1/2 Life ≤ 900† | 0.28 1/2 Life ≤ 1100† | 0.22 Full Life > 1100† |
| 2 Clear/Air/Clear 0.750 Grid | 0.19 00417-00002 | 0.24 00432-00002 | 0.28 00441-00002 | 0.22 00441-00002 |

First floor front fire door

1000 Peters Pl
2023-06-28, 10:50:43



☀ 164°S (T) ☉ 45°2'20"N, 93°14'43"W ±22ft ▲ 957ft



Front patio block

1000 Peters Pl
2023-06-28, 10:49:38



☉ 126°SE (T) ☉ 45°2'19"N, 93°14'43"W ±49ft ▲ 960ft

ALL AUTHORITY OF
**ABANDONED
VEHICLES TOWED AT
OWNER'S EXPENSE**
VEHICLES MAY BE RECLAIMED AT:
PLC Towing
651-247-9783
LOCKOUTS & JUMP STARTS AVAILABLE



Front patio block

1000 Peters Pl
2023-06-28, 10:47:57

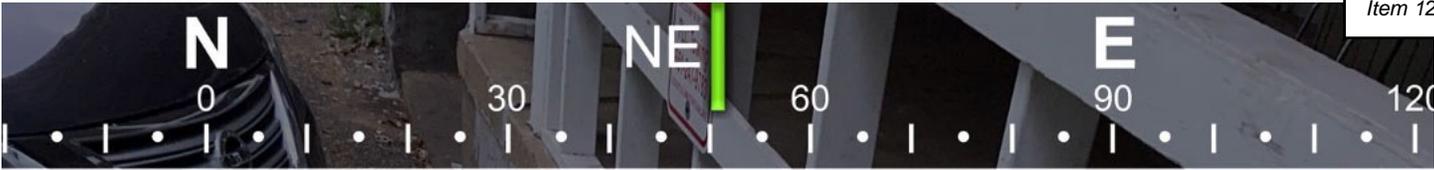


☀ 111°E (T) ● 45°2'19"N, 93°14'42"W ±22ft ▲ 962ft



Front patio block

1000 Peters Pl
2023-06-28 10:48:46



☀ 51°NE (T) ☉ 45°2'19"N, 93°14'42"W ±22ft ▲ 961ft



Front patio block

1000 Peters Pl
2023-06-28, 10:49:01



☀ 79°E (T) ● 45°2'20"N, 93°14'43"W ±19ft ▲ 956ft



Front patio block

1000 Peters Pl
2023-06-28, 10:49:30

SMITH & RAVER LLP
 2900 Washington Av N
 Minneapolis MN 55411

612.379.0674

fax:612.465.3219

smith.and.raver.llp@gmail.com

3 August 2023

Board of Appeals
 City of Columbia Heights
 590 40th Avenue NE,
 Columbia Heights, MN 55421-3878

re: 966 44 1/2 Ave NE, and 968 44 1/2 Ave NE
 Columbia Heights, Minnesota

Greetings City of Columbia Heights,

I represent Penrod Lane LLC, the owner and License Holder of the License to Operate Rental Units Within the City at the above address.

This is my client's appeal of the City's 5-Year Licnese Revocation of the above property, issued 11 July 2023, see attached. We note that prior to this Revocation, no notice to Penrod Lane LLC was given, nor any opportunity to be heard, both in violation of Columbia Heights Ordinance 5A.408 (B) (1).

In its Revocation, the City falsely alleges that “rental properties in which you hold an interest” include not only the above, but another parcel commonly describably as 1000 Peters Pl NE. This statement is false because Penrod Lane LLC has no interest in 1000 Peters Pl NE, nor does its owner (another client of mine) KSR Investments LLC. Please see attached Anoka County Property Records for each parcel.

We gather, although the Notice of Revocation fails to so state, that the basis for the Revocation was Columbia Heights Ordinance 5A.408 (E), which begins “Any person or owner who has had an interest in two or more licenses...”. Be advised that Columbia Heights Ordinance 5A.103 regarding definitions does not approach the term “interest”. However, Black's Law Dictionary does, and makes it plain that an “interest” means a right in the nature of property. See attached.

Penrod Lane LLC has no interest, or right in the nature of property in 1000 Peters Pl NE, and KSR Investments LLC has no right, or interest in the nature of property in 966 44 1/2 Ave NE, and 968 44 1/2 Ave NE.

We understand that folks within the City might be confused, because just as my two clients hired the same lawyer, they also work with Mr Hussain Khan as their property manager. Mr Khan's service for his masters creates no interest for him in the properties

above. Mr Khan has no interest in 1000 Peters Pl NE, 966 44 1/2 Ave NE, or 968 44 1/2 Ave NE.

Similarly, you probably know that as a single large laundry company provides services for restaurant uniforms and rugs to nearly half the dining establishments in the Twin Cities areas, and a single large food service provider delivers most of the food to all. These service providers hold no legal interests in the real property, the buildings or land, that their customers own.

The City decided to draft its Ordinance 5A the way it is and can amend it with its process. What it must not do is imagine terms to be in the Ordinance that are not, and arbitrarily and capriciously take Penrod Lane LLC's property rights and license away without any notice, due process, or justification as a person with any interest in a building that it in fact has no interest. Accordingly, I demand an appeal.

Be well,

/s/Morgan Smith
Morgan Smith

info@columbiaheightsmn.gov
jhoeft@columbiaheightsmn.gov
dobrien@columbiaheightsmn.gov



NOTICE OF 5-YEAR LICENSE REVOCATION

July 11, 2023

Hussain A Khan
MSA Properties Inc.
8800 Mississippi Blvd NW
Coon Rapids, MN 55433

PROPERTY

966 44 1/2 Ave NE
968 44 1/2 Ave NE
Columbia Heights, MN 55421

RE: RENTAL LICENSES OF
1000 Peters PI NE
Columbia Heights, MN 55421

Dear Property Owner/Manager:

This notice is to advise you that during the Public Hearing held on 7/10/2023, the Columbia Heights City Council revoked one or more rental licenses in which you hold an interest. Any person or owner who has had an interest in two or more licenses revoked pursuant to city code is ineligible to hold, or have an interest in, a rental license for a period of five (5) years.

Our office has identified a nonexclusive list of rental property licenses in which you hold an interest. Pursuant to city code, the revocation of two or more licenses makes you ineligible to hold, or have an interest in, a rental occupancy license within the city until 7/10/2028. This means that the rental licenses for all rental properties in which you hold an interest are hereby revoked.

- 1000 Peters PI NE
- 966 44 1/2 Ave NE/
968 44 1/2 Ave NE

Be advised that citations may be issued for operating an unlicensed rental property or accepting payments from a tenant of any unlicensed premises which payment is for occupancy for a period during which the premises is not licensed. The city has, or will soon, post all affected properties with a *Notice of License Revocation* placard and serve notice to the tenants. Please note that any person found tampering with and/or removing a placard may also receive a criminal citation. Each day a violation exists may constitute a separate offense.

On 8/25/2023, the property becomes *Unlawful to Occupy* and the Property Owner, as well as any occupants, may be criminally cited for continued occupancy of the property.

If you have any questions, please call our inspection office at 763-706-8156.

Columbia Heights Inspection Office





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Business

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Item 13.

Basic Search

Sales Search

Map Search

Multi Year Search

Advanced Search

Property Overview

GIS Map

Multiple Parcel Group

Property Taxes Due

Pay Taxes Online

Property Transfer History

Property Values

Split History

Recorded Documents

Tax Summary

Special Assessments

PARID: 36-30-24-33-0146
KSR INVESTMENTS LLC

1000 PETERS PL NE

1 of 1

[Return to Search Results](#)

Parcel

Tax Year: 2023
 Active/Inactive: Active
 Property Address: 1000 PETERS PL NE
 City State Zip: COLUMBIA HEIGHTS MN 55421
 Multiple Addresses: No
 NBHD: CH-APT -
 Class: 205 - 4a APARMENT 4 OR MORE UNITS
 Record Type: **ABSTR**
 Property Use Code: 02 - Apartments
 Acres
 Lot Size: N120*128*110*10*118
 Plat: 35410-WALTONS REAR L 33-34 B 6 RH
 Lot/Unit: 2
 Block/Tract/Outlot: 3
 Sect-Twp-Range-Qtr/Qtr: - - -
 Tax District: 19 - 14013I
 Town/City: 0500-COLHEIGHTS
 School District: 0013-COLHTSSD13
 Commissioner District: 07 - Mandy Meisner
 TIF Project #: -
 DNR Water Ind: N - NONE
 Resd Year Built:
 Comm Year Built: 1962

Current Owner

Name: KSR INVESTMENTS LLC
 In Care Of:
 Owner Address: 1517 WEST GREEDALE AVE
 City State Zip: PARK RIDGE IL 60068
 % Owned: 100%
 Owner Type Code 1: O - OWNER

All Owners

| Ownership Type | Name | Address |
|----------------|---------------------|--|
| O - OWNER | KSR INVESTMENTS LLC | 1517 WEST GREEDALE AVE PARK RIDGE IL 60068 |

Parcel Status

Delinquent: No
 In Redemption: No

Actions

[Printable Version](#)

Reports

[Valuation Notice](#)
[Tax Statement](#)

[Go](#)

Legal

| | |
|-------------------|--|
| Legal | LOTS 2 3 & 4 BLK 3 WALTONS REARR OF LOTS 33 & 34 BLK 6 RESERVOIR HILLS, TOG/W S 10 FT OF ADJ VAC PETERS PLACE, SUBJ TO EASE OF REC |
| Legal Description | LOTS 2 3 & 4 BLK 3 WALTONS REARR OF LOTS 33 & 34 BLK 6 RESERVOIR HILLS, TOG/W S 10 FT OF ADJ VAC PETERS PLACE, SUBJ TO EASE OF REC |

Anoka County
 Property Records & Taxation Division
 2100 3rd Avenue, Room 119
 Anoka, MN 55303

Contact Us
 Phone: (763) 323-5400
 Email: proptax@co.anoka.mn.us
 Hours: Monday-Friday 8:00am-4:30pm

Location [Google Map](#)

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Self Service

Your Government

Departments

Services

Business

Parks

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Item 13.

Basic Search

Sales Search

Map Search

Multi Year Search

Advanced Search

Property Overview

GIS Map

Multiple Parcel Group

Property Taxes Due

Pay Taxes Online

Property Transfer History

Property Values

Split History

Recorded Documents

Tax Summary

Special Assessments

PARID: 36-30-24-22-0056

PENROD LANE LLC

966 44 1/2 AVE NE

Parcel

Tax Year: 2023
 Active/Inactive: Active
 Property Address: 966 44 1/2 AVE NE
 City State Zip: COLUMBIA HEIGHTS MN 55421
 Multiple Addresses: No
 NBHD: CH02 -
 Class: 203D - 203D
 Record Type: **TRRNS**
 Property Use Code: 01 - Residential (less than 4 units)
 Acres
 Lot Size: N70*155
 Plat: 34416-RESERVOIR HILLS
 Lot/Unit: 34
 Block/Tract/Outlot: 1
 Sect-Twp-Range-Qtr/Qtr: - - -
 Tax District: 19 - 14013I
 Town/City: 0500-COLHEIGHTS
 School District: 0013-COLHTSSD13
 Commissioner District: 07 - Mandy Meisner
 TIF Project #: -
 DNR Water Ind: N - NONE
 Resd Year Built: 1976
 Comm Year Built:

Current Owner

Name: PENROD LANE LLC
 In Care Of: F KHAN
 Owner Address: 8403 ZANZIBAR LN
 City State Zip: MAPLE GROVE MN 55311-0000
 % Owned: 100%
 Owner Type Code 1: O - OWNER

All Owners

| Ownership Type | Name | Address |
|----------------|-----------------|--|
| O - OWNER | PENROD LANE LLC | 8403 ZANZIBAR LN MAPLE GROVE MN 55311-0000 |

Parcel Status

Delinquent **Delinquent Taxes Owning**
 In Redemption: Yes
 Forfeiture Parcel: No
 Payment Contract: No

1 of 1

Return to Search Results

Actions

Printable Version

Reports

Valuation Notice
Tax Statement

Go

Item 13.

Legal

Legal THAT PRT OF W 70 FT OF LOT 34 BLK 1 RESERVOIR HILLS
LYG N OF
S 155 FT THEREOF, SUBJ TO EASE OF REC

Legal Description THAT PRT OF W 70 FT OF LOT 34 BLK 1 RESERVOIR HILLS
LYG N OF S 155 FT THEREOF, SUBJ TO EASE OF REC

Anoka County

Property Records & Taxation Division
2100 3rd Avenue, Room 119
Anoka, MN 55303

Contact Us

Phone: (763) 323-5400
Email: proptax@co.anoka.mn.us
Hours: Monday-Friday 8:00am-4:30pm

Location [Google Map](#)[Privacy Policy & Disclaimer](#)

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INTEREST Definition & Legal Meaning

Definition & Citations:

In property. The most general term that can be employed to denote a property in lands or chattels. In its application to lands or things real, it is frequently used in connection with the terms "estate," "right," and "title," and, according to Lord Coke, it properly includes them all. Co. Litt. 345 ft. See *Ragsdale v. Mays*, 65 Tex. 257; *Hurst v. Hurst*, 7 W. Va. 297; *New York v. Stone*, 20 Wend. (N. Y.) 142; *State v. McKellop*, 40 Mo. 185; *Loventlial v. Home Ins. Co.*, 112 Ala. 110. 20 South. 419, 33 L. R. A. 258, 57 Am. St. Rep. 17. More particularly it means a right to have the advantage accruing from anything; any right in the nature of property, but less than title; a partial or undivided right; a title to a share. The terms "interest" and "title" are not synonymous. A mortgagor in possession, and a purchaser holding under a deed defectively executed, have, both of them, absolute as well as insurable interests in the property, though neither of them has the legal title. *Hough v. City F. Ins. Co.*, 29 Conn. 20, 76 Am. Dec. 581.

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| Child Custody & Support (https://thelawdictionary.org/letter/child-custody-support/) | Intellectual Property (https://thelawdictionary.org/letter/intellectual-property-law/) |
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Item 13.

submitting your application. If you or your business is not listed as the owner, you will need to submit a photocopy of one of the following documents with your application:

Item 13.

1. The closing disclosure statement
2. The recorded deed
3. The certificate of real estate value
4. The contract for deed, including the receipt showing that the deed has been recorded

PROPERTY INTEREST DISCLOSURE * NEW REQUIREMENT FOR ALL 2022 APPLICATIONS *****

License Applicants/Owners are required to submit a list of all rental property addresses located within Columbia Heights in which they hold an interest. Interest in a rental dwelling license or provisional license shall include without limitation:

1. Future interest, reversionary interest, or legal or equitable ownership interest in whole or part in the associated real property.
2. Security interest or financial interest in the associated real property or operation thereof, such as being lender of money for the purchase of that property; and
3. Any right to control or manage the operation of the associated real property.

For purposes of the rental licensing, unless the entity with a direct interest in the rental dwelling license or provisional license is a publicly-held corporation, all direct and indirect owners of a partnership, corporation, limited liability company, or other recognized business association with an interest in a rental dwelling license or provisional license shall be considered to have the same interest as the partnership, corporation, limited liability company, or other recognized business association itself.

Applicants and Licensees are required to maintain the Property Interest Disclosure information throughout the application and licensing periods and shall submit any changes in information to the inspection office.

FAMILY EXEMPT AFFIDAVIT * NEW REQUIREMENT FOR ALL 2022 APPLICATIONS *****

License applicants applying for a family exemption shall complete and submit a **Notarized** Family Exemption Affidavit with their application.

PROPERTY MANAGER/AGENT

Enter the person or person and company responsible for the operation and maintenance of the property to be licensed. Licensees are responsible for notifying our office of changes in this contact information.

EMERGENCY CONTACT

In an emergency, efforts are made to contact the Property Manager and/or Property Owner. However, in situations where the Property Manager and Property Owner are the same individual and that person is unreachable or incapacitated, we encourage property owners to include an emergency contact person that can act in the interest of the property owner during emergency situations or for emergency maintenance and repair.

SUPPLEMENTAL PROPERTY PROFILE INFORMATION

Property Owners shall submit the supplemental property profile information form.

SUBMITTING YOUR APPLICATION

New license applications are due within **ten (10)** days of the Building Official's approval.

Transfer Applications are due within **30** days of the date of sale/transfer of the property.

License renewal applications are due prior to the expiration of the current license.

Family Exempt Affidavits must be Notarized and submitted with the application.

In Person: Applications, fees, and documentation may be submitted in person to the Inspection Office during the following hours:
Monday through Friday, 8:00 AM to 4:30 PM.

By Mail: You may also mail your application in. Make sure the application is completely filled out and to include all required fees and documentation.

City of Columbia Heights Fire Department
Rental Licensing
825 41st Ave
Columbia Heights, MN 55421-2910

MAKE CHECKS PAYABLE TO: CITY OF COLUMBIA HEIGHTS



PROPERTY INTEREST DISCLOSURE

Supplemental disclosure information is used to evaluate the property and license applicant to confirm that the property and applicant meet the requirements for an occupancy rental license. Failure to complete, in full, the required license application or nondisclosure, misrepresentation or misstatement of a material fact in any application for a license is cause for denial, revocation, suspension, or other such action restricting the privileges of a licensee.

APPLICANT PROPERTY INTEREST DISCLOSURE

License Applicants shall submit a list of all rental property addresses located within Columbia Heights in which they hold an interest. Interest in a rental dwelling license or provisional license shall include without limitation:

1. Future interest, reversionary interest, or legal or equitable ownership interest in whole or part in the associated real property;
2. Security interest or financial interest in the associated real property or operation thereof, such as being lender of money for the purchase of that property; and
3. Any right to control or manage the operation of the associated real property.

For purposes of the rental licensing, unless the entity with a direct interest in the rental dwelling license or provisional license is a publicly-held corporation, all direct and indirect owners of a partnership, corporation, limited liability company, or other recognized business association with an interest in a rental dwelling license or provisional license shall be considered to have the same interest as the partnership, corporation, limited liability company, or other recognized business association itself.

EXAMPLE 1: SOLE PROPRIETOR PROPERTY INTEREST

Abe Plicant, a sole-proprietor, owns the property located at 1234 Main St NE by himself (Sole-Proprietor). He wishes to obtain a rental license but must disclose his interest (ownership, management, financial interest, or other) in any rental property in Columbia Heights. Abe does not manage, own, or have an interest in any other rental properties in the city, therefore, he only needs to list the property interest is in the property he wishes to license, 1234 Main St NE.

EXAMPLE 2: MULTIPLE PROPERTY INTEREST

The applicant, Alice Wonder of Mene Properties LLC, a corporation, owns the property located at 1234 Main St NE. The company wishes to obtain a rental license but must disclose any interest (ownership, management, financial interest, or other) in any rental property in the city. Mene Properties LLC owns two additional properties in the city, 999 2nd St and 555 Wonder Way. Mene Properties LLC is owned by Parent LLC and Parent LLC owns/has interest in three additional companies, TwoFun LLC, Full Finance LLC, and iManage LLC. that manage, finance, or own additional properties in the city. TwoFun LLC owns 1236 2nd St, Full Finance LLC is the financier of 4501 T Street NE, and iManage LLC manages, but does not own, the property located at 2121 Reser Trail NE. In this example, Alice must disclose all of the properties she, and the corporation, their parent or sibling companies, have an interest in.

List the rental properties in Columbia Heights that you fully or partially own, manage, or have a financial or other interest in.

| | Rental Property Address | Type of Interest | Property Owner Name | Property Owner Address | Property Owner City, state Zip |
|----|-------------------------|------------------|---------------------|------------------------|--------------------------------|
| 1 | | | | | |
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| 10 | | | | | |



2022 RENTAL PROPERTY LICENSE APPLICATION

Rental License [1 - 3 Units]

RENTAL PROPERTY ADDRESS

966 44 1/2 Ave NE
968 44 1/2 Ave NE
Columbia Heights, MN 55421

Table with 4 columns: Licensing Period, Total Number of Units, Number of Rental Units, Licensing Fee. Includes occupancy ID and PIN.

APPLICANTS ARE REQUIRED TO COMPLETE ALL SUPPLEMENTAL PROPERTY INFORMATION FORMS.

LICENSE APPLICANT (all fields required)

Natural Person license Applicant - check instructions for information on qualified individuals. Properties owned by businesses are required to submit the most recent copy of their Articles of Organization.

Check to have mailings sent here

Form fields for License Applicant: Legal Name (Hussain A Khan), Business Name (MSA Properties Inc), Birth Date (6/1/19), Address (8800 Mississippi Blvd NW Coon Rapids MN 55433), Email (hussainkhan_1186@yahoo.com), Phone (763 227 2743).

PROPERTY OWNER (Legal Owner listed on County Records)

Include most recent Articles of Organization/Incorporation, organizational documents, or copy of filed Contract for Deed and list of Owners/Principals with the application.

Check to have mailings sent here

Form fields for Property Owner: Type of business (radio buttons), First Name, Middle Name, Last Name, Business Name, Address, City, State, ZIP, Email, Emergency Phone Number.

PROPERTY MANAGEMENT

Responsible for operation and maintenance of the licensed property.

Same as Applicant

Check to have mailings sent here

Form fields for Property Management: Business Name, First Name, Middle Name, Last Name, Address, City, State, ZIP, Email, Emergency Phone Number, Date (JAN 2023).



(over)

EMERGENCY CONTACT

FIRST NAME Farzana MIDDLE NAME _____ LAST NAME Khan
 EMERGENCY NUMBER 763 227 2443 EMAIL _____

OTHER CONTACT

Check to have mailings sent here

FIRST NAME _____ LAST NAME _____ CONTACT TYPE (Manager, Caretaker, Alternate Emergency Contact, etc.) _____
 ADDRESS _____ CITY _____ STATE _____ ZIP _____
 EMAIL _____ EMERGENCY PHONE NUMBER (Required) _____
 BUSINESS CELLULAR HOME OTHER _____

① TENNESSEN WARNING, GOVERNMENT DATA PRACTICES ACT: CLASSIFICATION WARNING:

In connection with your request for a license, the City asks that you provide information about yourself which may be classified as private, confidential, nonpublic, or protected nonpublic under the Minnesota Government Data Practices Act. This means that this data is not ordinarily available to the general public. Private financial information including a tax identification number and social security number are classified as private data and will be available to governmental personnel and other governmental agencies whose access is necessary to perform their official duties. Accordingly, the City is required to inform you of the following:

1. The purpose and intended use of the information requested is to determine if you or an applicant affiliated with you is eligible for a license from the City of Columbia Heights.
2. You are not legally obligated to supply the requested information.
3. The known consequences of supplying the requested information is that the information or further investigation could disclose information which could cause the license application to be denied.
4. The known consequences of refusing to supply the requested information is that the application for a license cannot be processed.
5. A criminal charge, arrest, or conviction will not necessarily bar you from obtaining a license with the City, unless the conviction is related to the matter for which the license is sought, according to Minnesota Statute 364.03. However, failure to reveal the requested criminal information will be considered falsification of the application and may be used as grounds for the denial of the application.
6. Other governmental agencies necessary to process your application are authorized by law to receive the information provided.
7. The City is required by law to furnish some of this information to the Department of Labor and Industry and the Minnesota Commissioner of Revenue.

-- APPLICATION SIGNATURE --

I, the undersigned

- I am the Natural Person owning the property, the Vendee of a property's contract for deed, a Trustee of a trust, an Officer of a corporation, a Partner in charge of the general-day-to-day firm management of a partnership, or a Beneficial Owner of any other form of business organization listed in the Rental Property Address section of this application.
- attest that the information provided on this application is true and correct and, during the licensing period I am applying for, I will notify the City of Columbia Heights Fire Department immediately of changes to the information contained herein and that failure to do so is grounds for revocation of the license.
- attest that I have (or will do so once prospective tenants are found) conducted criminal background checks on all prospective tenants for the property to which this license application applies.
- attest that I have had (or will have if there are no current tenants) each of the tenants listed on the lease for the property to which this license applies sign the City of Columbia Heights Crime Free/Drug Free Lease Addendum.
- understand my signature as Licensee holds me responsible for the maintenance and management of said rental property, including legal action if necessary.
- certify that I will keep a valid worker's compensation policy in effect at all times, as required by law.
- understand and authorize that all mailings from the Inspections Division, including the annual rental license, will be mailed to the agent/contact person I have specified in this application unless I notify the Columbia Heights Fire Department, in writing, of any changes I wish to make.

APPLICANT'S SIGNATURE [Signature] PRINT NAME Hussam Khan DATE 1/21/23

» MINNESOTA BUSINESS TAX IDENTIFICATION LAW

If property owner is sole proprietor, supply that individual's information here. If the property is owned by a business, supply the business' information here.

Pursuant to Minnesota Statute 270C.72 (Tax Clearance; issuance of licenses), Subd. 4. All licensing authorities must require the applicant to provide the applicant's Social Security number OR individual taxpayer identification number AND Minnesota Business Identification number on all license applications. Under the Minnesota Government Data Practices Act and the Federal Privacy Act of 1974, we are required to advise you of the following regarding the use of this information:

1. This information may be used to deny the issuance, renewal or transfer of your license in the event you owe the Minnesota Department of Revenue delinquent taxes, penalties or interest.
2. Upon receiving this information, the licensing authority will supply it only to the Minnesota Department of Revenue. However, under the Federal Exchange of Information Agreement, the Department of Revenue may supply this information to the Internal Revenue Service.
3. Failure to supply this information may jeopardize or delay the processing of your licensing issuance or renewal application.

Alssain Khan

APPLICANT'S NAME (LAST, First, Middle Initial) **** REDACTED **** TAX IDENTIFICATION NUMBER **** REDACTED ****

HOME ADDRESS **PROTECTED INFORMATION** **PROTECTED INFORMATION** MEMBER

BUSINESS NAME (if applicable) **8800 MISSISSIPPI blvd NW Coon Rapids MN 55433** TYPE OF LICENSE APPLIED FOR **763 2272743**

Rental Occupancy License

BUSINESS ADDRESS CITY STATE ZIP CODE PHONE NUMBER

IF A MINNESOTA TAX ID NUMBER IS NOT REQUIRED, PLEASE EXPLAIN:

» CERTIFICATE OF COMPLIANCE - WORKERS' COMPENSATION INSURANCE COVERAGE LAW

Minnesota Statutes, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minnesota Statutes, Chapter 176.181, Subd. 2. The information required is: The name of the insurance company, the policy number, and dates of coverage or the permit to self-insure. This information will be collected by the licensing agency and put in its company file. It will be furnished, upon request, to the Department of Labor and Industry to check for compliance with Minnesota Statute Section 176.181, Subd. 2.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided and/or is falsely reported, it may result in a \$2,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry payable to the Special Compensation Fund.

WORKER'S COMPENSATION INSURANCE COMPANY NAME (Not agent's name): POLICY NUMBER DATES OF COVERAGE

FROM TO

OR, I certify that I am not required to carry worker's compensation insurance because (check one)

- I am the sole proprietor and have no employees
- I am self-insured (For this category, you must include a copy of the permit to self-insure.)
- I have no employees who are covered by worker's compensation law. (Only employees who are specifically exempted by statute are not covered by the worker's compensation law. These include; spouse, parents, children – regardless of age, and farm labor employees of a family farm that spent less than \$8,000 for farm labor in the previous calendar year. All other workers whose work is controlled by the employer must be covered.)

» I certify that all information provided above is accurate and complete. I also certify that a valid workers' compensation policy will be kept in affect at all times, as required by law.

SIGNATURE **Farzana Khan** PRINT NAME **FARZANA KHAN** DATE **1-26-2023**

SUPPLEMENTAL INFORMATION
PROPERTY PROFILE

DATE:

Page ____ of ____

| | | | | |
|--|--|--|---|---|
| PURCHASE DATE 1986 | TOTAL BUILDING SQUARE FOOTAGE 2,208 | NUMBER OF OFF-STREET PARKING SPACES AVAILABLE 2 | COMMON AREAS (Hallway, laundry, etc) <input type="radio"/> NO <input checked="" type="radio"/> YES | BUILDING FIRE PROTECTION SYSTEMS: <input type="radio"/> Fire Sprinklers <input type="radio"/> Fire Alarm <input checked="" type="radio"/> Hard-wired smoke alarms <input type="radio"/> Battery-operated smoke alarms |
| COUNTY OWNER ON FILE PENROD LANE LLC 8403 ZANZIBAR LN MAPLE GROVE, MN 55311 | | YEAR BUILT | CITY ZONING GB | |

UNIT ADDRESSES/UNIT (APT) INFORMATION *List dwelling unit addresses/unit (apt) numbers for each unit covered by the license.*

| | Unit address | Unit (Apt) number | Number of bedrooms | Unit square footage |
|----|-----------------|-------------------|--------------------|---------------------|
| 1 | 966-44 1/2 Ave. | . | 2 | 1104 sq ft |
| 2 | 968-44 1/2 Ave. | | 2 | 1104 sq ft |
| 3 | | | | |
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SUPPLEMENTAL INFORMATION
PROPERTY INTEREST DISCLOSURE

Supplemental disclosure information is used to evaluate the property and license applicant to confirm that the property and applicant meet the requirements for an occupancy rental license. Failure to complete, in full, the required license application or nondisclosure, misrepresentation or misstatement of a material fact in any application for a license is cause for denial, revocation, suspension, or other such action restricting the privileges of a licensee.

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1. Future interest, reversionary interest, or legal or equitable ownership interest in whole or part in the associated real property;
2. Security interest or financial interest in the associated real property or operation thereof, such as being lender of money for the purchase of that property; and
3. Any right to control or manage the operation of the associated real property.

For purposes of the rental licensing, unless the entity with a direct interest in the rental dwelling license or provisional license is a publicly-held corporation, all direct and indirect owners of a partnership, corporation, limited liability company, or other recognized business association with an interest in a rental dwelling license or provisional license shall be considered to have the same interest as the partnership, corporation, limited liability company, or other recognized business association itself.

EXAMPLE 1: SOLE PROPRIETOR PROPERTY INTEREST

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EXAMPLE 2: MULTIPLE PROPERTY INTEREST

The applicant, Alice Wonder of Mene Properties LLC, a corporation, owns the property located at 1234 Main St NE. The company wishes to obtain a rental license but must disclose any interest (ownership, management, financial interest, or other) in any rental property in the city. Mene Properties LLC owns two additional properties in the city, 999 2nd St and 555 Wonder Way. Mene Properties LLC is owned by Parent LLC and Parent LLC owns/has interest in three additional companies, TwoFun LLC, Full Finance LLC, and iManage LLC. that manage, finance, or own additional properties in the city. TwoFun LLC owns 1236 2nd St, Full Finance LLC is the financier of 4501 T Street NE, and iManage LLC manages, but does not own, the property located at 2121 Reser Trail NE. In this example, Alice must disclose all of the properties she, and the corporation, their parent or sibling companies, have an interest in.

List the rental properties in Columbia Heights that you fully or partially own, manage, or have a financial or other interest in.

| | Rental Property Address | Type of Interest | Property Owner Name | Property Owner Address | Property Owner City, state Zip |
|----|--|------------------|---------------------|------------------------|--------------------------------|
| 1 | 966 44 1/2 Ave NE 968 44 1/2 Ave NE | managt | Ferzana Khan | 8800 miss-355pp | Low Dap/B IN 55115 3 |
| 2 | 1000 Peters Pl | managt | KSP Investments LLC | 1514 Greenhale | Park Ridge IL 60068 |
| 3 | | | | | |
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|----------------|-----------------|
| AGENDA SECTION | PUBLIC HEARINGS |
| MEETING DATE | AUGUST 28, 2023 |

| | | | |
|--|--|-----------------|-----------------------|
| ITEM: | Appeal #2 of Rental License Revocation Resolution 2023-35 for 966-968 44 ½ Ave NE. | | |
| DEPARTMENT: | Fire/Property Maintenance | BY/DATE: | Dan O’Brien 8/28/2023 |
| CITY STRATEGY: | <i>(please indicate areas that apply by adding a bold “X” in front of the selected text below)</i> | | |
| <input type="checkbox"/> Safe Community | <input type="checkbox"/> Diverse, Welcoming “Small-Town” Feel | | |
| <input type="checkbox"/> Economic Strength | <input checked="" type="checkbox"/> Excellent Housing/Neighborhoods | | |
| <input type="checkbox"/> Equity and Affordability | <input type="checkbox"/> Strong Infrastructure/Public Services | | |
| <input type="checkbox"/> Opportunities for Play and Learning | <input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population | | |

BACKGROUND:

On 8/3/2023, the city received an appeal of the Council’s decision on Resolution 2023-35, which revoked the license for 1000 Peters Pl NE. The second revocation of an interest in a license within a five-year period affected the license for the duplex located at 966-968 44 ½ Ave NE.

City Code section 5A.306 Right of Appeal states, “When a person to whom a compliance order is directed alleges that such compliance order is based upon erroneous interpretation of the chapter or upon a misstatement or mistake of fact, such person may appeal.”

The appeal board for Property Maintenance is the City Council of Columbia Heights.

The revocation was based on uncorrected violations on the last inspection performed by city inspectors on 6/28/2023. The revocation was the second revocation of a license that the Licensee had an interest in within the past five years. Pursuant to city code section 5A.408 (E) which states, “Any person or owner who has had an interest in two or more licenses revoked pursuant to this code shall be ineligible to hold or have an interest in an occupancy license for a period of five years”, the Licensee is now ineligible to hold an interest in a rental occupancy license until 7/10/2028.

The city defines an interest in the license application packet. Sample of the verbiage is attached.

A copy of the Letter of Appeal is attached for reference.

| |
|-------------------------------|
| RECOMMENDED MOTION(S): |
| MOTION: None |

ATTACHMENT(S):

- 20230803 Penrod Lane LLC letter re Appeal to CH w attachments.pdf
- 2022 Rental License Application Pages.pdf



CITY COUNCIL MEETING

| | |
|-----------------------|-----------------------|
| AGENDA SECTION | PUBLIC HEARING |
| MEETING DATE | 08/28/2023 |

| | | | | | | | | | |
|--|---|-----------------|--------------------------|--|---|--|--|---|--------------------------------------|
| ITEM: | First Reading of Ordinance 1688, Prohibiting Smoking Within Parks and Amending the Definition of Public Place. | | | | | | | | |
| DEPARTMENT: | Community Development | BY/DATE: | Mitchell Forney, 8/23/23 | | | | | | |
| CORE CITY STRATEGIES: | <table> <tr> <td><input checked="" type="checkbox"/> Healthy and Safe Community</td> <td><input type="checkbox"/> Thriving and Vibrant Destination Community</td> </tr> <tr> <td><input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly</td> <td><input type="checkbox"/> Strong Infrastructure and Public Services</td> </tr> <tr> <td><input type="checkbox"/> Trusted and Engaged Leadership</td> <td><input type="checkbox"/> Sustainable</td> </tr> </table> | | | <input checked="" type="checkbox"/> Healthy and Safe Community | <input type="checkbox"/> Thriving and Vibrant Destination Community | <input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly | <input type="checkbox"/> Strong Infrastructure and Public Services | <input type="checkbox"/> Trusted and Engaged Leadership | <input type="checkbox"/> Sustainable |
| <input checked="" type="checkbox"/> Healthy and Safe Community | <input type="checkbox"/> Thriving and Vibrant Destination Community | | | | | | | | |
| <input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly | <input type="checkbox"/> Strong Infrastructure and Public Services | | | | | | | | |
| <input type="checkbox"/> Trusted and Engaged Leadership | <input type="checkbox"/> Sustainable | | | | | | | | |

BACKGROUND

At the last city council work session, the council discussed a variety of issues regarding the use of cannabinoids within public spaces. From this discussion came the Council’s guidance to prohibit smoking within City parks. Ordinance 1688 prohibits the smoking of tobacco, marijuana, and other plants natural and synthetic within City parks. Smoking is already defined in City code as: Inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, or pipe, or any other lighted or heated product containing, made, or derived from nicotine, tobacco, marijuana, or other plant, whether natural or synthetic, that is intended for inhalation. SMOKING also includes carrying or using an activated electronic delivery device. With smoking already defined and already including electronic delivery devices, Ordinance 1688 would also prohibit the use of electronic delivery devices on park property. Ordinance 1688 also amends the City’s definition of public place to make it a more comprehensive definition. Last, staff have utilized this opportunity to update the pronouns in the related sections.

| |
|--|
| RECOMMENDED MOTION(S): |
| <p>MOTION: Move to close the hearing and waive the reading of Ordinance No. 1688, there being ample copies available to the public.</p> <p>MOTION: Move to set the second reading of Ordinance No. 1688, being an ordinance amending chapter 10 article II of the Columbia Heights city code to prohibit smoking within city parks and amending the Columbia Heights City Code to update the definition of public place, for September 11, 2023.</p> |

ATTACHMENT(S):

1. Draft Ordinance 1688
2. Ordinance 1688 Public Notice

ORDINANCE NO. 1688

BEING AN ORDINANCE AMENDING CHAPTER 10 ARTICLE II OF THE COLUMBIA HEIGHTS CITY CODE TO PROHIBIT SMOKING WITHIN CITY PARKS, AND ALSO AMENDING THE COLUMBIA HEIGHTS CITY CODE TO REDEFINE THE TERM PUBLIC PLACE

The City of Columbia Heights does ordain:

Section 1

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

10.201 PROHIBITED CONDUCT ON PARK PROPERTY.

(A) No person shall park, be or remain in any park or parkway, or park or leave any vehicle in the park or parkway, between the hours of 11:00 p.m. and 6:00 a.m., unless said person or vehicle is otherwise authorized to remain in a park.

(B) No person shall in any way injure or deface any building, facility, or any other feature of property upon or within any parks, or cut, break, or in any way injure or deface any tree, shrub or plant within the limits of any park.

(C) No person shall go on foot or otherwise upon the grass or turf of any park where any sign is posted prohibiting such conduct.

(D) No person shall throw, deposit or leave in any park any paper, rubbish, waste, or refuse of any kind, whether or not the same is offensive to the senses or is injurious to health, except in the receptacles therein provided for such paper, rubbish, waste and refuse.

(E) Any person, firm, group or organization who shall distribute or display any circulars, cards, announcements or other items, either printed or otherwise, shall cause the same to be distributed in an orderly manner. Further, that any such of the aforesaid items shall not be allowed to litter any of the park property.

(1) Any person, firm, group or organization who so distributes any of the aforesaid items shall be responsible to clean the park property of such distributions.

(2) No person shall post, paste, fasten, paint or affix any placard, bill, notice or sign upon any structure tree, stone, fence, thing or enclosure along, or within any park without the written authorization of the Park and Recreation Commission.

(F) No person shall at any time set, lay, prepare, or have in possession any trap, snare, artificial light, net, bird line, or any contrivance whatever, for the purpose of catching, taking, injuring or killing any bird or wild animal in any park, except if authorized by the Public Works Director.

(G) No person shall play golf, tennis or other ball games upon or within any park, or parkway, except upon ball, tennis or appropriate athletic grounds or golf links established by the Park and Recreation Commission. This section shall not prohibit persons from playing catch with a ball or other object customarily used for that purpose so long as that activity does not unreasonably interfere with the use of the park by other persons.

(H) No person shall move benches, seats and tables from their places in any park or parkway, except that tables and benches placed in picnic areas for picnics may be shifted in the picnic area within any single park for use.

(I) No male, except for personnel in connection with their duties of park maintenance, shall enter a toilet room set apart for females; no female, except for personnel in connection with their duties of park maintenance, shall enter a toilet room set apart for males.

(J) No person shall solicit, offer for sale, or sell to the public any article or thing whatsoever in any park or parkway, except sales of refreshments and other articles under the direction of the Park and Recreation Commission.

(K) No person using a parkway as a pedestrian shall carelessly or maliciously interfere with the passage of vehicles.

(L) No person shall be permitted to take any pet into any park unless it is led by a suitable leash, and in no case shall any person allow or bring any dog owned or attended by ~~him~~ **them** upon any bathing beach or into any park waters, or upon any skating rink, or in any park building whether the dog is leashed or otherwise, unless so authorized in writing by the Public Works Director.

(M) (1) No entertainment or exhibitions shall be given in any park or parkway except under the direction or by authority of the Park and Recreation Commission.

(2) No public meeting of any kind shall be held in any park or parkway, playground or athletic field, nor shall there be any public speaking therein, without a written permit granted therefor by the Park and Recreation Commission.

(N) No person shall start any fire in any park or upon any park property, except that small fires may be made by picnic parties in parks designated by the Park and Recreation Commission and in the places in said parks provided for said purpose by the Public Works Director.

(1) Every person who starts any such fire and every person using such fire is hereby charged with the duty of completely extinguishing such fires or fire before leaving such park.

(2) Nothing herein shall be construed as limiting or restricting the enforcement of any ordinances regulating air pollution control and setting ambient air quality standards.

(O) No person shall persistently interfere with the orderly conduct of games or play by the participants therein. Such interference shall constitute disorderly conduct within the provisions of this chapter.

(P) No person shall have in ~~his~~ **their** possession or consume any intoxicating liquor or non-intoxicating malt liquor in or upon any city park, parkway, or bathing beach within the city.

(1) Provided, however, the City Council may by affirmative vote grant permission to persons attending family gatherings, employees and their families attending gatherings in conjunction with their employment, and persons attending gatherings of or gatherings sponsored by non-profit public service, charitable, educational, or religious organizations within the community to possess and consume 3.2 malt liquor in city parks, except before 8:00 a.m. and after 9:30 p.m. No such permission may be granted for such possession or consumption in or upon any public bathing beach or anywhere in Silver Lake Beach Park.

(2) The prohibitions of this division shall not apply on Fridays, Saturdays, Sundays, or legal holidays to Huset Park between the hours of 8:00 a.m. and 11:00 p.m. and shall not apply to John Murzyn Hall (Columbia Heights Fieldhouse) at any time.

(Q) Nothing contained herein shall be construed as limiting or restricting Park and Recreation Commission or city agents and employees from doing all acts necessary to the performance of their duties.

(R) (1) The Park and Recreation Commission is hereby authorized to post the Silver Lake Beach area, which includes the boat landing, with signs indicating that the said beach area or designated portion thereof is closed to the public. Signs posted pursuant to this chapter must clearly describe the area which is closed, the times at which such restriction applies, and the penalty which may result to any person who violates the prohibition of the sign. The location of signs posted pursuant to this section shall be reasonably calculated to give notice to persons of the prohibition. No sign shall be posted in accordance with this section unless the Park and Recreation Commission shall first approve the message placed upon the sign and the proposed location thereof.

(2) No person shall enter or be upon the beach property, including the boat landing, in violation of the prohibitions of any sign posted pursuant to this section.

(S) Smoking is prohibited in all City Parks and in all public parking lots that are adjacent to City Parks.

('77 Code, § 10.201) (Am. Ord. 1019, passed 10-12-82; Am. Ord. 1077, passed 3-26-84; Am. Ord. 1367, passed 12-8-97); Ord. 1688, passed XX-XX-XX)

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

10.303 CURFEW.

(A) Findings and purpose.

(1) In recent years, there has been a significant increase in juvenile victimization and crime. At the same time, the crimes committed by and against juveniles have become more violent. A significant percentage of juvenile crime occurs during curfew hours.

(2) Because of their lack of maturity and experience, juveniles are particularly susceptible to becoming victims of older perpetrators. The younger the person is, the more likely ~~he is~~ **they are** to be a victim of crime.

(3) While parents have the primary responsibility to provide for the safety and welfare of juveniles, Columbia Heights also has a substantial interest in the safety and welfare of juveniles. Moreover, the City of Columbia Heights has an interest in preventing juvenile crime, promoting parental supervision, and providing for the well being of the general public.

(4) An updated and enforceable curfew ordinance will reduce juvenile victimization and crime and will advance public safety, health, and general welfare.

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

EMERGENCY. A circumstance or combination of circumstances requiring immediate action to prevent property damage, serious bodily injury, or loss of life.

ESTABLISHMENT. Any privately owned place of business to which the public is invited, including but not limited to, any place of amusement, entertainment, or refreshment.

GUARDIAN. An adult appointed pursuant to M.S. §§ 525.6155 or 525.6165, as they may be amended from time to time, who has the powers and responsibilities of a parent as defined by M.S. § 525.619, as it may be amended from time to time.

JUVENILE. A person under the age of 18. The term does not include persons under 18 who are married or have been legally emancipated.

PARENT. Birth parents, adopting parents, and step parents.

PROPRIETOR. Any individual, firm, association, partnership, or corporation operating, managing, or conducting any establishment. The term includes the members or partners of an association or partnership and the officers of a corporation.

PUBLIC PLACE. Property owned, leased, or controlled by a governmental unit and private property that is regularly and frequently open to or made available for use by the public in sufficient numbers to give clear notice of the property's current dedication to public use but does not include the following:

- (1) a private residence including the person's curtilage or yard;
- (2) private property not generally accessible by the public.

~~Any place to which the public or a substantial group of the public has access and includes, but is not limited to, streets, highways, and the common areas of schools, hospitals, apartment houses, office buildings, transport facilities, and shops.~~

RESPONSIBLE ADULT. A person over the age of 18 specifically authorized by law or by a parent or guardian to have custody and control over a juvenile.

SERIOUS BODILY INJURY. Bodily injury that creates a substantial risk of death, serious permanent disfigurement, or protracted loss or impairment of the function of any body part or organ.

(C) Prohibited acts.

(1) It is unlawful for a juvenile under the age of 16 to be present in any public place or establishment within the city.

(a) Any time between 10:00 p.m. on any Sunday, Monday, Tuesday, Wednesday, or Thursday and 5:00 a.m. on the following day.

(b) Any time between 11:00 p.m. on any Friday or Saturday and 5:00 a.m. on the following day.

(2) It is unlawful for a juvenile, age 16 or 17 to be present in any public place or establishment within the city:

(a) Any time between 11:00 p.m. on any Sunday, Monday, Tuesday, Wednesday, or Thursday and 5:00 a.m. the following day.

(b) Any time between 12:01 a.m. and 5:00 a.m. on any Saturday or Sunday.

(3) It is unlawful for a parent or guardian of a juvenile knowingly, or through negligent supervision, to permit the juvenile to be in any public place or establishment within the city during the hours prohibited in subsections (1) and (2).

(4) (a) It is unlawful for a proprietor of an establishment within the city to knowingly permit a juvenile to remain in the establishment's property during the hours prohibited in subsections (1) and (2).

(b) If the proprietor is not present at the time of the curfew violation, the responding officers shall leave written notice of the violation with an employee of the establishment. A copy of the written notice shall be served upon the establishment's proprietor personally or by certified mail.

(D) Defenses.

(1) It is an affirmative defense for a juvenile to prove that:

(a) The juvenile was accompanied by ~~his~~ **their** parent, guardian, or other responsible adult.

(b) The juvenile was engaged in a lawful employment activity or was going to or returning from ~~his~~ **their** place of employment.

(c) The juvenile was involved in an emergency situation.

(d) The juvenile was going to, attending, or returning home from an official school, religious, or other recreational activity sponsored and/or supervised by a public entity or civic organization.

(e) The juvenile was on an errand at the direction of a parent or guardian.

(f) The juvenile was exercising First Amendment rights protected by the United States Constitution or Article I of the Constitution of the State of Minnesota.

(g) The juvenile was engaged in interstate travel.

(h) The juvenile was on the public right-of-way, boulevard or sidewalk abutting the property containing the juvenile's residence or abutting a neighboring property, structure, or residence.

(2) It is an affirmative defense for a proprietor of an establishment to prove that:

(a) The proprietor or employee reasonably and in good faith relied upon a juvenile's representations of proof of age. Proof of age may be established pursuant to M.S. § 340A.503, subd. 6, as it may be amended from time to time, or other verifiable means, including but not limited to, school identification cards and birth certificates.

(b) The proprietor or employee promptly notified the city Police Department that a juvenile was present on the premises of the establishment during curfew hours.

(E) Penalty. Violation of this section is a misdemeanor.

(Ord. 1301, passed 7-10-95)

Section 2

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

First Reading:

Offered by:

Seconded by:

Roll Call:

Second Reading:

Offered by:

Seconded by:

Roll Call:

Date of Passage:

Amáda Márquez Simula, Mayor

Attest:

Sara Ion, City Clerk/Council Secretary



**CITY OF
COLUMBIA HEIGHTS
ANOKA COUNTY
STATE OF MINNESOTA
NOTICE OF
PUBLIC HEARING**

-Public Notice Ad Proof-

This is the proof of your ad scheduled to run on the dates indicated below. Please proof read carefully. If changes are needed, please contact us prior to deadline at Cambridge (763) 691-6000 or email at publicnotice@apgecm.com

NOTICE IS HEREBY GIVEN that the City Council of the City of Columbia Heights, Anoka County, State of Minnesota, will hold a public hearing on August 28th, 2023, at approximately 6:00 P.M. at the Columbia Heights City Council Chambers in City Hall, 3989 Central Avenue NE, Columbia Heights, Minnesota, related to the order of business as follows:

ORDINANCE NO. 1688

BEING AN ORDINANCE AMENDING CHAPTER 10 ARTICLE II OF THE COLUMBIA HEIGHTS CITY CODE TO PROHIBIT SMOKING WITHIN CITY PARKS, AND ALSO AMENDING THE COLUMBIA HEIGHTS CITY CODE TO REDEFINE THE TERM PUBLIC PLACE

Copies of all documents relating to the proposed Ordinance No. 1688 are on file and available for public inspection at the office of the Community Development Department in City Hall during regular business hours.

All interested persons may appear at the hearing and present their views orally or prior to the meeting in writing. For questions or to submit a view in writing, contact Mitchell Forney, Community Development Coordinator at (763) 706-3674 or mforney@columbiaheightsmn.gov.

BY ORDER OF THE CITY COUNCIL OF THE CITY OF COLUMBIA HEIGHTS, MINNESOTA

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Stop: 08/18/2023
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Contract-Gross