



CITY COUNCIL MEETING
City Hall—Council Chambers, 590 40th Ave NE
Monday, February 08, 2021
7:00 PM

Mayor
Amada Márquez Simula
Councilmembers
John Murzyn, Jr.
Connie Buesgens
Nick Novitsky
Kt Jacobs
City Manager
Kelli Bourgeois

AGENDA

NOTICE THAT THIS MEETING MAY BE CONDUCTED BY A COMBINATION OF IN-PERSON AND ELECTRONIC MEANS

*Following a determination by City Manager Kelli Bourgeois, and emergencies declared by the United States, The State of Minnesota, and the Columbia Heights Mayor & City Council, this meeting may, pursuant to Minn. Stat. § 13D.021, occur by a combination of in-person and electronic means. In all meeting formats, members of the public who wish to attend may do so by attending in-person, by calling 1-312-626-6799 and entering **meeting ID 885 9676 9592**, or by Zoom at <https://us02web.zoom.us/j/88596769592> at the scheduled meeting time. For questions regarding this notice, please contact the City Clerk at (763) 706-3611.*

CALL TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

MISSION STATEMENT

Our mission is to provide the highest quality public services. Services will be provided in a fair, respectful and professional manner that effectively addresses changing citizen and community needs in a fiscally-responsible and customer-friendly manner.

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.)

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 Items.

1. Approve January 4, 2021 City Council Work Session Minutes

MOTION: Move to approve the City Council Work Session minutes of January 4, 2021.

2. Approve January 25, 2021 City Council Meeting Minutes

MOTION: Move to approve the minutes of the City Council Meeting of January 25, 2021

3. Accept January 4, 2021 Economic Development Authority Minutes

MOTION: Move to accept the Economic Development Authority minutes of January 4, 2021

- 4. Accept January 5, 2021 Planning Commission Minutes**
MOTION: Move to accept the Planning Commission minutes of January 5, 2021
- 5. Resolution 2021-13 Approving Plans and Specifications and Ordering Advertisement for Bids for 2021 Zones 4B and 5 Street Rehabilitation Program and State Aid Street Rehabilitation, City Projects 2002 and 2005**
MOTION: Move to waive the reading of Resolution 2021-13, there being ample copies available to the public.
MOTION: Move to adopt Resolution 2021-13 approving Plans and Specifications and ordering Advertisement for Bids for 2021 Zones 4B and 5 Street Rehabilitation Program and State Aid Street Rehabilitation, City Projects 2002 and 2005.
- 6. Establish a Public Hearing Date to Consider Mid-Block Street Lighting**
MOTION: Move to establish March 8, 2021 at 7:00 p.m. as a Public Hearing for consideration of mid-block street lighting on Polk Street between 4212 and 4218 Arthur Street.
- 7. Resolution 2021-14 Declaring the Intent to Bond for Zones 4B and 5 Street Rehabilitation Program and State Aid Street Rehabilitation**
MOTION: Move to waive the reading of Resolution 2021-14, there being ample copies available to the public.
MOTION: Move to adopt Resolution 2021-14 being a resolution approving the declaration for the official intent of the City of Columbia Heights to bond for the Zones 4B and 5 Street Rehabilitation Program - Project 2002, and State Aid Street Rehabilitation - Project 2005.
- 8. Resolution 2021-15 Requesting Municipal State Aid System Construction Funds for Other Local Transportation Uses**
MOTION: Move to waive the reading of Resolution 2021-15, there being ample copies available to the public.
MOTION: Move to adopt Resolution 2021-15 requesting Municipal State Aid System construction funds for other local transportation uses.
- 9. Water Main Clean and Line / Replacement and Sanitary Sewer 3-Year Programs**
MOTION: Accept the 3-year program for years 2021 -2023 for the Water Main Replacement Program and Sanitary Sewer Lining Program.
- 10. Accept Proposals and Award Contract for Consulting Services for the MSC Master Plan, Project No. 2111**
MOTION: Move to award the professional services contract for the preparation of a MSC Master Plan, Project 2111, to the firm of Oertel Architects based upon their proposal dated February 3rd, 2021 for a not to exceed fee of \$52,650, plus reimbursables, appropriated from Fund 411-52111-3050.

- 11. Resolution 2021-16 Approving Plans and Specifications and Ordering Advertisement for Bids for 3939 Central Avenue Monopole Telecommunication Tower, City Project 2014**
MOTION: Move to waive the reading of Resolution 2021-16, there being ample copies available to the public.
MOTION: Move to adopt Resolution 2021-16 approving Plans and Specifications and ordering Advertisement for Bids for 3939 Central Avenue Monopole Telecommunication Tower, City Project 2014.
- 12. License Agenda**
MOTION: Move to approve the items as listed on the business license agenda for February 8, 2021 as presented.
- 13. Review of Bills**
MOTION: Move that in accordance with Minnesota Statute 412.271, subd. 8 the City Council has reviewed the enclosed list of claims paid by check and by electronic funds transfer in the amount of \$3,223,650.66.

PUBLIC HEARINGS

- 14. First Reading of Ordinance 1664, an Ordinance amending Chapter 3, Article 3 of the Columbia Heights City Code Relating to Administration of Boards and Commissions and Removal of Inactive Commissions.**
MOTION: Move to close the public hearing and waive the reading of Ordinance 1664, there being ample copies available to the public.
MOTION: Move to set the second reading of Ordinance 1664, an Ordinance amending Chapter 3, Article 3 of the Columbia Heights City Code Relating to Administration of Boards and Commissions and Removal of Inactive Commissions for February 22, 2021, at approximately 7:00 p.m. in the City Council Chambers

ITEMS FOR CONSIDERATION

Ordinances and Resolutions

- 15. Approve Minor Subdivision for the property located at 1209 43rd Avenue NE**
MOTION: Move to waive the reading of Resolution No. 2021-17, there being ample copies available to the public.
MOTION: Move to approve Resolution 2021-17, a resolution approving a minor subdivision (lot line adjustment) for 1209 43rd Avenue NE.
- 16. Approve the Classification of Tax Forfeit Property**
MOTION: Move to waive the reading of Resolution No. 2021-18, there being ample copies available to the public.
MOTION: Move to adopt resolution No. 2021-18, approving the classification and sale of a tax forfeit parcel in the City of Columbia Heights, MN, legally described as: Lot 4, and the West 2 feet of Lot 3, Hart Lake Manor, Anoka County, Minnesota.

CITY COUNCIL AND ADMINISTRATIVE REPORTS

Report of the City Council

Report of the City Manager

Report of the City Attorney

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.



CITY COUNCIL WORK SESSION
Public Safety Building—Training Room, 825 41st Ave NE
Monday, January 04, 2021
7:00 PM

Mayor
Amáda Márquez Simula
Councilmembers
John Murzyn, Jr.
Connie Buesgens
Nick Novitsky
Kt Jacobs
City Manager
Kelli Bourgeois

MINUTES

Due to COVID-19 pandemic, this hybrid meeting was held both virtually and in-person.

CALL TO ORDER

Mayor Márquez Simula called the Work Session to order at 7:00 pm.

Present: Mayor Márquez Simula, Councilmembers Buesgens, Jacobs, Murzyn, Jr., and Novitsky

Also Present: Lenny Austin, Police Chief; Kelli Bourgeois, City Manager; Aaron Chirpich, Community Development Director; David Cullen, Street/Park Superintendent; Mitch Forney, Community Development Coordinator; Kevin Hansen, Public Works Director; Erik Johnston, Police Captain; Charlie Thompson, Fire Chief; Nicole Tingley, City Clerk

Councilmember Kt Jacobs requested to add item 12 Clarification on Meetings.

WORK SESSION ITEMS

1. Discussion to Purchase Fire Truck/Loose Equipment

Fire Chief Thompson gave a presentation regarding the purchase of a custom fire engine. He started off by listing the advantages and disadvantages of both commercial fire engines and custom fire engines.

Next, Thompson stated that he would like to use the Houston-Galveston Area Purchasing Consortium to purchase the custom fire engine. He noted that the consortium is compliant with Minnesota State Statute and would reduce the purchasing timeline by approximately 2 months as it would not be required to seek bids.

Thompson explained his proposal for the fleet of Fire trucks. Thompson stated he proposed to keep the 1996 Fire Engine instead of replacing it. He noted that having three engines would decrease the ISO number and provide needed transportation for firefighters.

Thompson stated that the price of the custom fire truck came in at \$640,433 without loose equipment. He explained that he wanted to keep the total cost with loose equipment around \$640,000. Therefore, he proposed including the loose equipment in the 2022 Fire Department budget. The custom truck would not arrive until February 2022 so it would work with the timing. He explained the discounts included in the price.

Mayor Márquez Simula asked about the timeline of purchasing the loose equipment, examples of what the loose equipment included and the dollar amount. Thompson

anticipated placing the order in December with the items arriving the first week in February 2022. He provided examples of loose items and prices including SCBAs, hoses, nozzles, and a thermal imaging camera.

Councilmember Novitsky asked if insurance savings related to an ISO rating decrease would be for homeowners or only businesses. Thompson replied that the savings for homeowners would be insignificant compared to commercial by moving from a 4 to a 3 with having three engines. He added that a rating of a 2 or 1 would provide more savings to homeowners, but the requirements to achieve those ratings are cost prohibitive.

Mayor Márquez Simula asked what trucks the fire department has and if the new truck would be replacing any of those. Thompson stated that the fire department has a 2015 general safety engine, a 1996 general safety engine, a 2005 ladder truck and SUVs. The custom fire truck would not be replacing any of the current trucks.

Councilmembers Buesgens and Murzyn, Jr. commented with their support for this purchase.

2. Hilltop Police Contract

Police Chief Austin stated that Captain Johnston worked with the City of Hilltop to draft the new contract. Captain Johnston provided background information on how the contract was drafted. He stated that the measure of number of calls for service caused an increase in the contract amount which was of concern to the City of Hilltop. He explained that it was negotiated to have Hilltop implement a more robust property maintenance code with rental licensing to maintain a 4% increase for the next 3 years. The intent would be to drive down calls for service.

Councilmember Novitsky asked what the cost percentage increase for Hilltop would have been solely based on calls for service. Johnston stated that it would have been closer to a 6-7% increase.

Mayor Márquez Simula asked if there was a timeframe for assessing if this approach is working. Johnston stated that it is a three year contract. He added that he anticipates that in the short term there will be a small increase in calls for service as applying the new property maintenance code.

Councilmembers Buesgens and Murzyn, Jr. commented with their support.

3. Winter Parking

Public Works Director Hansen provided an overview of the current Snow and Ice Control Policy. Topics included when public works starts their operations, the order of plowing streets, snow removal, how employees are assigned, what equipment used, and which sidewalks are maintained by the City.

Hansen shared survey data from cities near Columbia Heights on winter parking regulations. He noted that many other cities start their operations at 2 inches of snow

(Columbia Heights starts at 3 inches) and have overnight parking bans.

Hansen explained how the department has transitioned its snow plowing operations from being reactive to proactive and how they have increased communication on the parking ban and snow operations.

Next, Police Chief Austin provided an overview on how the enforcement of winter parking restrictions. Austin stated that every October, the police department distributes notice flyers on cars that the winter parking restrictions will soon be in effect. He stated how the police department divides the city into quadrants for enforcement and they make an effort to cover the entire city each week. Austin noted that in regards to the winter parking stats that he provided to the City Council that the number of vehicles towed is dependent on how much snow, when it snows, and how long the snow lasts. He added that the police department tries to not tow a lot of vehicles and that they make an effort to contact residents.

Councilmember Jacobs inquired about references to 3.5 inches and 3 inches of snow. Hansen clarified that the ordinance for enforcement is 3.5 inches and that public works operations start at 3 inches.

Jacobs asked if there is a mechanism to determine adequate parking for rental units as that seems to be an issue. Austin answered that under the property maintenance code that landlords are required to provide adequate off-street parking. He commented that he has seen for the most part, they do and the police department has found that sometimes it is renters not utilizing the available off-street parking.

Jacobs suggested making videos for the public highlighting nuisance ordinances and having articles in the newsletter.

Hansen invited the councilmembers to go on a ride-along. Bourgeois stated that city staff have discussed making a video of snow plow operations for the public.

Councilmember Buesgens asked if vehicles are cited before they are towed and ticketing during the holidays. Austin stated that tickets are placed before a vehicle is towed and that the police department typically does not cite for winter parking a week or two during the holidays.

Buesgens asked if there are more violations in certain parts of the City. Austin answered that there generally are, but they would have to further look at the data. He added that the focus of the police department is areas that are hard for plows to get through including Circle Terrace and the 4500 block of Madison.

Buesgens commented that Columbia Heights has been recently designated by Metropolitan Council as an Urban Center and that the comparisons made for winter parking ordinances were against suburbs. She added that she did not want the ordinances

to change, but it needs to be brought to the attention of City Council. Hansen stated that he looked at the websites of Richfield, West Saint Paul, South Saint Paul, and Hopkins and that those cities start operations at 2 inches and that there is no street parking until streets have been plowed curb to curb.

Councilmember Murzyn, Jr. encouraged the City Council to go on a ride-along in a snowplow. He commented that the parking ban is important and that the road conditions were terrible before it was in place.

Councilmember Novitsky commented that he would prefer having a parking ban over snow emergencies because of the high towing costs for residents. Buesgens agreed and added that the City should try and target areas with parking difficulties with information and options including usage of the Fairview Ramp when available.

Street & Park Superintendent Cullen explained how if cars are parked directly across the street from each other can cause snowplows not to be able to get through. Additionally, even one car parked on a narrow street can block a snowplow. Cullen noted many of the snowplow drivers are new and it takes a significant amount of time to get a new snowplow truck if one were damaged.

Buesgens asked about allowing residents to ride-along in a snowplow. Bourgeois advised against this for liability reasons noting that the members of the City Council are considered employees. Bourgeois added that police ride-along programs have been vetted by the League of Minnesota Cities and are smaller vehicles.

Bourgeois explained that the City acquired the Fairview parking ramp in a worse condition than thought. She stated that it is close to being improved enough for the usage of paid public parking. She stated that City staff will come up with a process and price for parking permits for residents at the Fairview Ramp for the City Council to consider and anticipated it would be for the second meeting in January.

Captain Johnston stated that the police department has been issuing more winter parking permits, not because of more applications, but because of recognition of changing demographics and parking demands.

Mayor Márquez Simula asked how to change the snow emergency threshold to 2 inches. Hansen replied that he would like to bring it to the City Council for changes for next season.

Márquez Simula asked about using the park parking lots for overnight parking and snow events. Johnston stated that it is currently not permitted to park in park parking lots after 11 pm. Hansen added that park parking lots are not high on the priority list in their policy. He explained how it would be difficult as they would have to plow the lots first and make sure cars could get out.

Márquez Simula suggested including odd/even side with the winter parking permits in order to help avoid vehicle blockages for snowplows in the middle of the night. Johnston

replied that parking permits are void during a snow event and that if there are vehicle blockages the vehicles are towed right away. Murzyn, Jr. commented that with having odd/even side with the parking permits it may seem it is permitted to park on the street overnight as long as it is on the right side.

Márquez Simula asked if Top Value 3 is plowed by the strip mall it is in. Cullen stated that the City plows it and explained how all city buildings are plowed.

Márquez Simula inquired about the plowing of the sidewalk in front of Kordiak Park as there was not anyone assigned from the County to plow it last year. Hansen replied that the City is in contact with representatives from the County to address it.

Márquez Simula asked if the sand barrels around the city are for public use. Hansen stated they are.

4. Review and Comparison of Tobacco Sales and Indoor Smoking Regulations

Community Development Director Chirpich stated that two recent citations for tobacco sales to minors prompted these citations prompted a larger conversation regarding tobacco sales and consumption regulation with the City. He stated that the City does not specifically regulate sampling or indoor smoking in city ordinance.

Chirpich explained that the State of Minnesota prohibits indoor smoking, but allows for sampling. He shared what the ordinances are from an analysis of 23 cities. Chirpich noted that Columbia Heights is currently under state jurisdiction without city ordinances and there has not been any state action.

Chirpich provided an overview of options as follows:

1. Prohibit indoor smoking and/or sampling in city ordinance and locally enforce
2. More clearly define sampling and locally enforce
3. No change

The City Council discussed the options.

Councilmember Buesgens asked if Hookah bars are included. Chirpich responded that they are and there is one called Hookah Kingdom. Buesgens stated that she would like to prohibit both indoor smoking and sampling.

Mayor Márquez Simula inquired what the affected businesses think about prohibiting sampling. Chirpich responded that they have not asked the businesses specifically yet.

Chirpich explained that the Hookah Kingdom would not be able to have sampling, but could still conduct sales. He added that more engagement is required for a tobacco ordinance change than other ordinances.

Councilmember Novitsky stated that both indoor smoking and sampling should be prohibited so it is easier to enforce and no distinction has to be made.

Márquez Simula agreed with Buesgens and Novitsky.

Councilmember Jacobs stated she preferred that there is not sampling. She added that her second would be to prohibit seating and better define sampling and that her third choice would be to have outdoor sampling only.

The City Council discussed outdoor sampling. It was clarified that outdoor sampling is not covered in any of the other city codes.

Chirpich clarified the difference between tobacco sales licenses versus tobacco shop licenses and noted there is not a license for sampling. He explained that the City's past approach has been to reduce the number of tobacco shop licenses when a business leaves.

Jacobs asked about the expiration on Hookah Kingdom's tobacco sales license. Chirpich it is an annual license and it was just renewed. Bourgeois stated that it is her understanding that they are able to keep their license until the next renewal period even with ordinance changes.

Márquez Simula asked for a list of tobacco shops, their license renewal dates, their track record and history when this item is discussed next.

Councilmember Murzyn, Jr. inquired on what the police perspective on changing the ordinance. Police Chief Austin stated that the goal of the police department is to have an ordinance that is clear and enforceable.

5. Meeting Dates for City Council Orientation

City Manager Bourgeois confirmed the City Council Orientation dates and times. It will be held Tuesday, January 12 and Wednesday, January 13 from 1:00 pm to 4:30 pm.

6. City Council Liaison and Council President Appointments for 2021

The City Council discussed the proposed list of liaison assignments provided by Mayor Márquez Simula that were included in the Work Session packet. The City Council agreed that the assignments as proposed should be on the agenda for the January 11th meeting.

Councilmember Jacobs inquired if being the liaison for Metro Cities would include the Metro Cities Racial Equity Committee previous Mayor Donna Schmitt was a part of. Bourgeois stated that it is separate and that she would reach out to the Metro Cities Director and ask about how the position would be replaced.

7. Discuss Appointments to Columbia Heights Volunteer Firefighters Relief Association Board of Trustees for 2021

The City Council agreed that Councilmember Murzyn, Jr. and Kelli Bourgeois should be appointed to the Columbia Heights Volunteer Firefighters Relief Association Board of Trustees. Murzyn, Jr. and Bourgeois explained the role of the relief association does.

8. Board & Commission 2021 Appointment Process, Application & Interview Questions

Councilmember Novitsky asked to change the varying term lengths. The City Council had a

discussion provided direction to City staff in regards to making ordinance changes for board and commission terms. The City Council agreed to a single term length for all boards and commissions of 3 years. Additionally, the City Council agreed that there should be a term limit of two consecutive terms unless there are no other applications. The City Council clarified that they would like those who meet the two consecutive term limit on one commission to be able to serve on a different commission.

Councilmember Buesgens suggested having attendance requirements for all boards and commissions. The rest of City Council agreed.

The City Council discussed the application and interview questions.

Councilmember Jacobs suggested adding a question on the application regarding if an individual was recommended by someone to apply. She clarified it was different than a reference.

The City Council agreed to including the question “What are some of the most important concerns or issues that you think the City will face in the next 5-20 years?” to the interview questions for all boards and commissions.

City Clerk Tingley asked what question the City Council would like to add to the Planning Commission ones since the question regarding concerns or issues for the City is already included. Tingley recommended “What is your opinion and understanding of the Comprehensive Plan? How familiar are you with the Comprehensive Plan? What role do you think it will play in the evaluation of a typical application which you will see as a Planning Commissioner?” The City Council agreed to add that question.

Buesgens asked for job descriptions of the board and commission positions. Tingley explained the information handout she put together on the commissions and stated she could make it more detailed.

Mayor Márquez Simula suggested adding the question “How did you hear about this position?”

Márquez Simula asked about including an optional section on the application for demographics including age, race, gender, and renter or homeowner.

City Manager Bourgeois stated that it could be added and explained how the questionnaire with demographics would need to be separated from the application so that demographics would not be identifiable to an applicant.

Councilmembers Buesgens and Murzyn, Jr. inquired on why it should be asked and how it would be helpful.

Councilmembers Novitsky and Jacobs stated that it would not reflect the data of the applicants if it is optional.

Bourgeois stated that the data could be used anecdotally at the end of the process for recruitment next time. She warned the City Council that applicants may have the perception that the demographic questionnaires were not separated from the applications.

The City Council provided direction to ask to provide email addresses for references and to contact references following the interviews.

Interview dates of March 8 and March 15 were determined to accommodate reference checks.

9. Mayor's Monarch Pledge

Mayor Márquez Simula shared that she was going to work towards the Mayor's Monarch pledge. She noted that a lot of the requirements are things that the City is already doing. She asked the City Council for feedback and noted she was thinking about a proclamation in February.

Councilmember Jacobs suggested August for a proclamation as it is the month with the highest number of monarchs. She also suggested a community education program in August. Jacobs inquired what the costs would be for the Monarch Pledge.

Márquez Simula stated that she was only planning costs of staff time and signage to gardens.

Jacobs inquired which action items the Mayor was planning on completing. Mayor Márquez Simula replied the proclamations and the city gardens. She clarified she was going to promote the existing gardens.

Councilmember Novitsky suggested showing Flight of the Monarch for a movie night.

Jacobs asked if the Mayor was planning on changing the mowing ordinances. Márquez Simula stated she was. Jacobs responded that she would support educational activities associated with the Monarch Pledge, but not an ordinance change.

10. Board of Appeal and Equalization Meeting Date and Location

City Clerk Tingley stated that the City needs to submit 2 preferences for dates and times to hold the 2021 Local Board of Appeal and Equalization meeting. Tingley suggested Monday, April 26 at 6:00 pm and Monday, May 3 at 6:00 pm. The City Council agreed with the dates and times.

11. City Expo Cancellation

Bourgeois stated that City Staff is proposing cancelling the City Expo for 2021 due to the COVID-19 pandemic. The City Council agreed that the City Expo should be cancelled.

12. Clarification on Meetings

Councilmember Jacobs requested this item to clarify the location of future City Council meetings and work sessions.

Councilmember Jacobs and Councilmember Novitsky stated that the meetings and work sessions should be held in the City Council Chambers. Both agreed that the residents should have the ability to attend in-person.

Councilmember Murzyn, Jr. agreed on the meetings being held in the City Council Chambers. He liked the Public Safety Training Room for work sessions for the larger space.

Councilmember Buesgens and Mayor Márquez Simula wanted the meetings to be held in hybrid using the Public Safety Training Room or entirely by Zoom. Buesgens stated that it is hard to hear those speaking when the meetings are held in the Council Chambers due to the technology.

The City Council decided to hold hybrid meetings with the City Council Meetings being held in the Council Chambers and City Council Work Sessions being held in the Public Safety Training Room.

ADJOURNMENT

The work session was adjourned at 11:00 pm.

Respectfully submitted,

Nicole Tingley, City Clerk/Council Secretary

**OFFICIAL PROCEEDINGS
CITY OF COLUMBIA HEIGHTS
CITY COUNCIL MEETING
JANUARY 25, 2021**

Item 2.

The following are the minutes for the regular meeting of the City Council held at 7:00 pm on Monday, January 25, 2021 in the City Council Chambers, City Hall, 590 40th Avenue N.E., Columbia Heights, Minnesota. Due to COVID-19 pandemic, this hybrid meeting was held both virtually and in-person.

CALL TO ORDER/ROLL CALL

Mayor Márquez Simula called the meeting to order at 7:00 pm.

Present: Mayor Márquez Simula; Councilmember Buesgens; Councilmember Jacobs; Councilmember Murzyn, Jr.; Councilmember Novitsky

Also Present: Kelli Bourgeois, City Manager; Kevin Hansen, Public Works Director; James Hoeft, City Attorney; Joe Kloiber, Finance Director; Lorien Mueller; Will Rottler, Communications and Events Specialist; Nicole Tingley, City Clerk

PLEDGE OF ALLEGIANCE

MISSION STATEMENT, Read by Mayor Márquez Simula

Our mission is to provide the highest quality public services. Services will be provided in a fair, respectful and professional manner that effectively address changing citizen and community needs in a fiscally-responsible and customer-friendly manner.

APPROVAL OF AGENDA

Motion by Councilmember Jacobs, seconded by Councilmember Novitsky, to approve the agenda as presented. A roll call vote was taken. All Ayes, Motion Carried 5-0.

PROCLAMATIONS, PRESENTATIONS, RECOGNITION, ANNOUNCEMENTS, GUESTS

A. School Board Liaison Update

Lorien Mueller introduced herself as the vice chair of the Columbia Heights Public Schools Board and liaison to the City Council. She reported that schools will begin their third quarter using a hybrid model, with prekindergarten and kindergarten grades beginning on February 1, first and second grades hopefully on March 1 and third, fourth, fifth and LEAP grades on March 15. Students will attend four days per week and do their specials (art, music, PE) from home on the fifth day. For the third quarter, secondary (sixth, seventh and eighth grades) and high school students will participate in modified hybrid classes from home. Winter sports kicked off in January, using necessary modifications. Third quarter class materials will be available for pickup on Wednesday, Thursday and Friday, January 27, 28 and 29. No classes will be held on Friday, January 29, being the end of the second quarter.

She also reported that many Columbia Heights school community members are grieving the passing of Rick Otsby, Columbia Academy assistant principal.

Mayor Márquez Simula, on behalf of the City Council and Columbia Heights, acknowledged the loss of Mr. Otsby and extended sympathy to the family, and she said students “need to be uplifted” as they go through the grieving process and are socially distant from others.

B. Centennial Celebration Update

Specialist Rottler reported that 400 Centennial calendars were ordered for 2020 and 325 have been sold to date nationwide, and he said another in 2021 may be produced. All Centennial events are identified on the calendar with the exception of recently-added “Music in the Park.” 48 of 60 banner spots have been taken, which will help fund some Centennial events, and he said he looks forward to working with City businesses and organizations.

Last Friday, long-time resident Barbara (Smith) Rue wrote a story for the City website about her visiting Kassler’s (now the Metro Transit Station) in the spring of 1953, which Councilmember Buesgens shared on Facebook and said there have been 98 “hits” on that site to date.

The first Centennial event of the new year, “Heights Snowblast,” will be held on Saturday, January 30, 3:00-6:00 pm at Huset Park East. Hour sessions are being planned, with approximately 80 to 100 attendees allowed per hour in order to adhere to social distancing. Smores will be available through HeightsNEXT, Community Grounds will be distributing free hot cocoa and the School District Recreation Department secured some snowshoes for attendees to use in Huset Park West. The Boosters, Lions, Rotary and Kiwanis are also volunteering, and Specialist Rottler thanked the Public Works Department for flooding the ice rink and maintaining the area. The City is partnering with Dave’s Sport Shop for “Centennial special” rates on skate rentals and skate sharpening.

Aaron Isaacs of the Minnesota Streetcar Museum will be giving a Zoom presentation on Saturday, February 20, at 1:00 pm about the history of streetcars in Columbia Heights and Minneapolis; sign-up information will be available on the City website within the next few weeks.

Specialist Rottler thanked the Centennial quilting group for completion of the blocks, which have been sent to the quilter; the quilt should be completed in 6-8 weeks.

City staff has postponed Trivia Night to June or July so, hopefully, an in-person event for all residents may be held at Murzyn Hall or outside, weather permitting.

Life newspaper will feature a six-part Centennial series about Columbia Heights and will be interviewing long-time residents and share their stories of yesteryears.

Centennial Coloring Page Contest pages have been distributed to students, and additional pages will be further distributed through Prodeo, ICC and Public School District. The contest will go until March.

Specialist Rottler announced that a three-part “Music in the Park” series will be held on Wednesdays: June 2, July 7 and August 4. A sign-up portal is available on the City website and Columbia Heights bands are encouraged to apply.

CONSENT AGENDA

Before the vote for Consent Agenda approval, at the request of Manager Bourgeois, Director Hansen provided specifics to the Council regarding Public Works water main projects cited below and how they would be funded and affected residents notified. Responding to Council inquiries, he said there is no tracking of lead lines and only 20% of City water mains and 30% of sewers have been updated.

Motion by Councilmember Murzyn, Jr., seconded by Councilmember Novitsky, to approve the Consent Agenda items as presented. A roll call vote was taken. All Ayes, Motion Carried 5-0.

1. Approve January 11, 2021 City Council Meeting Minutes

MOTION: Move to approve the minutes of the City Council Meeting of January 11, 2021.

2. Resolution No. 2021-09, Establishing a Local Board of Appeal and Equalization Pursuant to Minnesota Statute 274.04, Subd 3 (C)

MOTION: Move to waive the reading of Resolution No. 2021-09, there being ample copies available to the public.

MOTION: Move to adopt Resolution No. 2021-09, a resolution establishing a local board of appeal and equalization pursuant to Minnesota Statute 274.04, Subd 3 (C).

3. Resolution No. 2021-10, Accepting Feasibility Study, Approving Plans and Specifications and Ordering Advertisement for Bids for 2021 Water Main Improvements, Project 2103

MOTION: Move to waive the reading of Resolution No. 2021-10, there being ample copies available for the public.

MOTION: Move to adopt Resolution No. 2021-10, which accepts the Feasibility Report, approves the Plans and Specifications and orders the Advertisement for Bids for the replacement of water main on Buchanan Street from 37th Avenue to 39th Avenue, 39th Avenue from Buchanan Street to Johnson Street and Johnson Street from 37th Avenue to 39th Avenue.

4. Capital Equipment Replacement: Authorization to Purchase 2021 Caterpillar 27203 Ultra Wheeled Skid Steer with Attachments

MOTION: Move to authorize the purchase of one (1) new 2021 CAT 272 D3 Ultra Wheeled Skid Steer with attachments off the State of Minnesota Purchasing Contract from Ziegler CAT, Minneapolis, Minnesota at a purchase price of \$120,921.40. Funding shall be provided equally from Public Works Equipment Funds: 431-43121-5180; 431-45200-5180; 431-46100-5180; 432-49499-5180 and 433-49499-5180.

5. Capital Equipment Replacement: Authorization to Purchase 2021 Metal Pless 1248-201E Snowplow

MOTION: Move to authorize the purchase of one (1) new Metal Pless 1248-20LE Blade off the State of Minnesota Purchasing Contract from Lano Equipment located in Shakopee, Minnesota, for \$35,145.25 plus shipping.

6. Resolution No. 2021-11, Declaring the Intent to Bond for Water Main Construction, Project 2103

MOTION: Move to waive the reading of Resolution No. 2021-11, there being ample copies available to the public.

MOTION: Move to adopt Resolution No. 2021-11, being a resolution approving the declaration for the official intent of the City of Columbia Heights to bond for 2021 Water Main Construction, Project 2103.

7. Second Reading of Ordinance No. 1663, an Ordinance Amending Chapter 9.110 of the City Code of 2001 to Establish Health/Fitness Clubs Not Exceeding 4,000 Square Feet in Area as a Condition Use in the City's LB, Limited Business Zoning District

MOTION: Move to waive the reading of Ordinance No. 1663, there being ample copies available to the public.

MOTION: Move to approve Ordinance No. 1663, an ordinance amending Chapter 9.110 of the City Code of 2001 to establish health/fitness clubs not exceeding 4,000 square feet in area as a condition use in the City's LB, Limited Business Zoning District and direct staff to send a copy of the ordinance as presented for publication in the legal newspaper.

8. Approve Rental Housing License Applications

MOTION: Move to approve the items listed for rental housing license applications for January 25, 2021 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 January 25, 2021 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 of claims paid by check and by electronic funds transfer in the amount of \$966,386.17.

ITEMS FOR CONSIDERATION

Ordinances and Resolutions

11. Resolution No. 2021-12, Establishing a Penalty on Utility Accounts of Services Addresses that Do Not Allow City Staff Timely Entry to Repair or Replace the Water Meter Required Under City Code Section 4.312

Director Kloiber reported that the City is scheduling appointments to convert the radio-and-meter head on approximately 300 commercial water meters. Installation is going well, with approximately 18 changeouts per day. Although compliance by commercial customers is generally very good, per his written report, staff judges that a penalty will be increasingly necessary going forward as there are nonresident commercial property owners from whom it can be difficult to obtain responses, most residential meters have reached the end of their expected life and, at the City Council's direction, rarely is water shutoff used as an enforcement tool.

Motion by Councilmember Novitsky, seconded by Councilmember Murzyn, Jr., to waive the reading of Resolution No. 2021-12, there being ample copies available to the public. A roll call vote was taken. All Ayes, Motion Carried 5-0.

Motion by Councilmember Novitsky, seconded by Councilmember Jacobs, to adopt Resolution No. 2021-12, being a resolution establishing a penalty on utility accounts of service addresses that do not allow City staff timely entry to repair or replace the water meter required under City Code Section 4.312. A roll call vote was taken. All Ayes, Motion Carried 5-0.

CITY COUNCIL AND ADMINISTRATIVE REPORTS

Report of the City Council

Mayor Márquez Simula was a guest speaker on a phone call of newly-elected women across the nation; had her biweekly meeting with Police Chief Lenny Austin; attended the Development Committee meeting with Alexander House; with the League of Women Voters, viewed the "must-watch" TPT film "Jim Crow of the North," about redlining in Minneapolis and how people of color, Jews and Muslims weren't allowed to buy houses in certain neighborhoods in Minneapolis and surrounding suburbs; joined a group of leaders working on inclusion issues for their cities; met with Anoka County Historical Society and discussed ways to work together to make records of Columbia Heights' history now and in the future; met with MnDOT and Minneapolis Councilmembers on a public webinar to gather feedback, answer questions and discuss upcoming changes for University and Central Avenues; went through the City Council orientation; started a six-week League of Minnesota Cities training; attended webinar with ISIAAH and faith leaders across the State working with elected officials including Governor Tim Walz, Speaker of the House Melissa Hortman and St. Paul Mayor Melvin Carter; and attended the School District Finance Committee meeting.

Councilmember Buesgens attended the Booster Club meeting online, and she said they appear to be doing fine, in spite of COVID-19, in putting on some of their events; and watched the Columbia Heights High School theater play online. She said that she is still excited about getting three water mains replaced in the City and thinks it is a good investment.

Councilmember Jacobs continued to volunteer weekly at SACA. She did a plow ride-along with Public Works driver Janelle and acknowledged how helpful it was to gain her perspective and also acknowledged Dave Cullen for his help in explaining the plowing processes being used on City streets for snow and ice events “that put us ahead of surrounding communities”; she cited how helpful it is when residents, as an example, place their trash bins in their driveways rather than on the street; and offered “kudos” to all the drivers who are very considerate and keep residents safe. She facilitated eight reach-outs from Community members in the past two weeks and is excited to see everyone on Saturday at the “Snowblast.” Finally, she personally extended her family’s deepest gratitude to all who expressed their kindness on the sudden loss of her grandson over the weekend and said, “It means more than you can imagine.” Mayor Márquez Simula said she was unaware and offered her sympathy.

Councilmember Murzyn, Jr. attended the City Council training last week.

Councilmember Novitsky also participated in the plow ride-along in alleys and said they are a tight fit and it would help a great deal of residents would return their trash bins in a timely manner after removal; attended the Columbia Heights High School Zoom orientation, because his daughter will be in high school next year, and said it went well and was informative; and he wanted to promote the City’s website and Facebook for upcoming City events.

Report of the City Manager

Manager Bourgeois acknowledged the Public Works staff for their great work following the recent snow event and City staff for their great work regarding upcoming Centennial events; reminded residents about a virtual open house regarding the 37th Avenue reconstruction project on Thursday, January 28, with the first session 6:30-7:30 pm and the second 7:30-8:30 pm, and details can be obtained on the City website. She thanked City elected officials for their participation during the recent City orientation.

Report of the City Attorney

Attorney Hoeft had no update.

ADJOURNMENT

Motion by Councilmember Jacobs, seconded by Councilmember Murzyn, Jr., to adjourn. A roll call vote was taken. All Ayes, Motion Carried 5-0.

Meeting adjourned at 7:39 pm.

Respectfully Submitted,

Nicole Tingley, City Clerk/Council Secretary

**ECONOMIC DEVELOPMENT AUTHORITY (EDA)
MINUTES OF THE MEETING OF
JANUARY 4, 2021**

The meeting was called to order at 6:00 pm by Chair Szurek.

Members Present: Novitsky, Buesgens (Zoom), Murzyn, Herringer, Jacobs, Simula (Zoom), and Szurek.

Staff Present: Aaron Chirpich (Community Development Director), Mitch Forney (Community Development Coordinator), Kelli Bourgeois (City Manager), and Shelley Hanson (Secretary).

PLEDGE OF ALLEGIANCE- RECITED

ELECTION OF OFFICERS-

Chirpich asked for nominations for the officer positions.

Herringer nominated Szurek for **President** of the Economic Development Authority. There were no other nominations. A Roll Call vote was taken of all members.

Ayes- All ayes

Herringer nominated Buesgens for **Vice President** of the Economic Development Authority. There were no other nominations. A Roll Call vote was taken of all members.

Ayes- All ayes.

Novitsky nominated Herringer for **Treasurer** of the Economic Development Authority. There were no other nominations. A Roll Call vote was taken of all members.

Ayes- All ayes.

It was noted that the Administrative Assistant to Community Development will serve as the Secretary of the Economic Development authority.

2021 Officers are as follows:

Szurek is President

Buesgens is Vice President

Herringer is Treasurer

Chirpich also noted that the EDA Bylaws state the City Manager serves as the Executive Director, The Community Development Director serves as the Deputy Director, and the Finance Director serves as the Assistant Treasurer of the Economic Development Authority.

CONSENT AGENDA

1. Approve the minutes from the special meeting of December 21, 2020.
2. Approve Financial Report and Payment of Bills for November 2020-Resolution 2021-01

There were no questions.

Motion by Novitsky, seconded by Murzyn, to approve the consent agenda as presented. A Roll Call vote was taken of all members. All ayes. MOTION PASSED.

RESOLUTION NO. 2021-01

A RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY OF COLUMBIA HEIGHTS, MINNESOTA, APPROVING THE FINANCIAL STATEMENTS FOR THE MONTH OF NOVEMBER, 2020, AND THE PAYMENT OF THE BILLS FOR THE MONTH OF NOVEMBER 2020.

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

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

WHEREAS, the financial statement for the month of November. 2020 has been reviewed by the EDA Commission; and

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

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

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

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

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

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

ORDER OF ECONOMIC DEVELOPMENT AUTHORITY

Passed this 4th day of January, 2021

Offered by: Novitsky
Seconded by: Murzyn
Roll Call: All ayes

President

Attest:

Recording Secretary

BUSINESS ITEMS

1. Designation of Official Depositories for the EDA – Resolution 2021-02

Chirpich stated that the EDA is required to designate by resolution the depositories used for its funds and investments. The attached resolution follows the general format of resolutions passed in previous years by the EDA and City. Most general banking transactions of the EDA and City are conducted through Northeast Bank.

Accounts are also maintained at Wells Fargo Bank of Minnesota, N.A. and U.S. Bank for certain specialized services such as payroll and debt service payments.

The only material difference between this proposed resolution and the resolution adopted annually by the City Council is that the EDA resolution allows for the EDA’s funds to be held in accounts under name of the City. This has always been the EDA’s practice. Since the creation of the EDA in 1996, it has never had a separate checking account under its own name. All EDA expenditures since its inception have been made using checks drawn in the City’s name on behalf of the EDA.

Under this resolution, investment firms used for the pooled investments of the EDA and City must have an office in the State of Minnesota, and all investments must comply with authorized investments as set forth in Minnesota statutes.

Staff recommends maintaining these three banking relationships, as they meet the EDA’s current needs, and provide capacity for addressing the EDA’s evolving needs for electronic banking services.

Questions/comments from members:

There weren’t any questions.

Motion by Novitsky, seconded by Murzyn, to waive the reading of Resolution 2021-02, there being ample copies available to the public. Roll Call vote was taken. All ayes. MOTION PASSED.

Motion by Jacobs, seconded by Novitsky, to adopt Resolution 2021-02, a resolution designating official depositories for the Columbia Heights Economic Development Authority. Roll Call vote was taken. All ayes. MOTION PASSED.

RESOLUTION NO. 2021-02
A RESOLUTION OF THE COLUMBIA HEIGHTS ECONOMIC DEVELOPMENT AUTHORITY,
DESIGNATING OFFICIAL DEPOSITORIES.

Now, therefore, in accordance with the bylaws and regulations of the Columbia Heights Economic Development Authority (the Authority), the Board of Commissioners of the Authority makes the following:

ORDER OF BOARD

IT IS HEREBY RESOLVED, that Northeast Bank, Wells Fargo Bank of Minnesota, N.A., and U.S. Bank are hereby designated as depositories for the Authority’s funds.

IT IS FURTHER RESOLVED, that the funds of the Authority can be held in accounts at these depositories under the name and federal identification number of the City of Columbia Heights, Minnesota (the City), together with the funds of the City, provided that separate fund accounting records are maintained for the respective Authority and City shares of such accounts in a manner consistent with generally accepted accounting and auditing standards.

IT IS FURTHER RESOLVED, that the responsibility for countersigning orders and checks drawn against funds of the Authority, assigned in the Authority’s bylaws to the Authority President, is hereby delegated to the City Mayor.

IT IS FURTHER RESOLVED, that checks, drafts, or other withdrawal orders issued against the funds of the Authority on deposit with these depositories under the City’s name shall be signed by the following:

- City Mayor
- City Manager
- City Finance Director

and that said banks are hereby fully authorized to pay and charge said accounts for any such checks, drafts, or other withdrawal orders issued by the City on behalf of the Authority.

IT IS FURTHER RESOLVED, that Northeast Bank, Wells Fargo Bank of Minnesota, N.A., and U.S. Bank are hereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in the City’s name on behalf of the Authority, including those drawn to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing or purporting to bear the facsimile signatures of the following:

City Mayor
City Manager
City Finance Director

and that Northeast Bank, Wells Fargo Bank of Minnesota, N.A., and U.S. Bank shall be entitled to honor and to charge the Authority, or the City on behalf of the Authority, for all such checks, drafts or other orders, regardless of by whom or by what means the facsimile signature or signatures thereon may have been affixed thereto, if such facsimile signature or signatures resemble the facsimile specimens duly certified to or filed with the Banks by the City Finance Director or other officer of the Authority or City.

IT IS FURTHER RESOLVED, that the City Finance Director or their designee shall be authorized to make electronic funds transfers in lieu of issuing paper checks, subject to the controls required by Minnesota Statutes and by the City of Columbia Heights' financial policies.

IT IS FURTHER RESOLVED, that all transactions, if any, relating to deposits, withdrawals, re-discounts and borrowings by or on behalf of the Authority with said depositories, made directly by the Authority or by the City on the behalf of the Authority, prior to the adoption of this resolution be, and the same hereby are, in all things ratified, approved and confirmed.

IT IS FURTHER RESOLVED, that any bank designated above as a depository, may be used as a depository for investment purposes, so long as the investments comply with authorized investments as set forth in Minnesota Statutes.

IT IS FURTHER RESOLVED, that any brokerage firm with offices in the State of Minnesota may be used as a depository for investment purposes so long as the investments comply with the authorized investments as set forth in Minnesota Statutes.

IT IS FURTHER RESOLVED, that the funds of the Authority can be held in accounts at such brokerage firms under the name and federal identification number of the City, together with the funds of the City, provided that separate fund accounting records are maintained for the respective Authority and City shares of such accounts in a manner consistent with generally accepted accounting and auditing standards.

BE IT FURTHER RESOLVED, that any and all resolutions heretofore adopted by the Board of Commissioners of the Authority with regard to depositories or brokerage firms are superseded by this resolution.

ORDER OF ECONOMIC DEVELOPMENT AUTHORITY

Passed this 4th day of January, 2021

Offered by: Jacobs
Seconded by: Novitsky
Roll Call: All ayes

President

Attest:

Recording Secretary

OTHER BUSINESS

- Chirpich told members that the 3989 Central Ave project is on schedule. They are pouring footings and the first section of wall was also poured today. He said that some contaminated soils were discovered at the corner of 40th and Central that will require some correction. They also found some buried building and old parking lot debris during their excavation of the site. The developer is responsible for any added costs this may incur.
- Chirpich told members that the City closed on the purchase of 1002 40th Avenue last week. He is hoping that the purchase of 960 40th Avenue will be completed by the end of January. Doran will most likely put a construction trailer on the property during construction. Currently they are using the Dairy Queen for their construction office during the off season.
- Jacobs asked about the status of the Westgate Assisted Living Project. Chirpich said they have recently obtained the approval for their site plan and are hoping to submit the building plans for review so they can begin construction this spring on the 29 unit Assisted Living building.
- Reuter Walton is collaborating with SACA to see if they can partner in a joint project of apartments and a new SACA facility behind the public safety building. He said the City supports the apartment project with or without SACA's final decision.
- Chirpich updated members on the Fairview Clinic site at 40th and Central. He said the medical offices have shut down, but they are still using the site for administrative office use. The discussion then moved to the maintenance of the ramp which the City is now overseeing. Staff has had to have the elevator serviced, repair the heating source, and deal with several graffiti attacks. They are working on getting cameras on the top floor that will have a direct feed to the Police Dept to help curtail this activity.
- Chirpich reviewed the Planning cases for the January 5th meeting. There was a brief discussion about the amount of parking that will be needed for the request for the 700-704 40th Avenue case.

The next regular meeting is scheduled for Monday, February 1, 2021.

Motion by Heringer, seconded by Jacobs, to adjourn the meeting at 6:28 pm. Roll call vote was taken. All ayes.

Respectfully submitted,

Shelley Hanson
Secretary

**MINUTES OF
PLANNING COMMISSION
JANUARY 5, 2021
6:00 PM**

The meeting was called to order at 6:03 pm by Chair Fiorendino.

Commission Members present- Vargas, Hoium, Novitsky, and Fiorendino.
Commission Members present through Zoom- Sahnaw, Kaiser, and Schill

Also present were Aaron Chirpich (Community Development Director), Shelley Hanson (Secretary), and Bob Kirmis from NAC Consultants.

APPROVAL OF MINUTES

Motion by Hoium , seconded by Novitsky , to approve the minutes from the meeting of December 1, 2020. A Roll Call vote was taken of the members. All ayes. MOTION PASSED.

PUBLIC HEARINGS

CASE NUMBER: 2021-0101
APPLICANT: JEFF ENGLER/MPLS SAW CO.
LOCATION: 831 40TH AVENUE NE
REQUEST: SITE PLAN APPROVAL

Chirpich explained that Minneapolis Saw Company has submitted plans for a proposed building addition to the existing commercial structure. The expansion is needed to provide additional retail and shop space. The proposed addition is a single level L-shaped design of 1,814 square feet. Section 9.104 (N) of the Zoning Ordinance requires that all new plans for development other than one and two-family residences be reviewed and approved by the Planning Commission before issuing of a building permit.

Zoning Ordinance

The subject property is located in the Central Business District, as are the south and east properties. The properties located to the west and north are located in the R2B Zoning District. The use of the property is permitted under the Central Business District as retail sales. The property meets all applicable setbacks for the property under the Central Business District zone.

Comprehensive Plan

The Comprehensive Plan guides this area for commercial uses. The proposal for a building addition with commercial business intentions is consistent with the Comprehensive Plan's goals and intent. This project follows under the following goal of the Comprehensive Plan:

Goal: Promote the reinvestment of properties in commercial and industrial sectors.

Design Guidelines

The subject property is located within the Design Guideline Overlay District and is governed by the "Central Avenue, Central Business District" standards. The Design Guidelines intend to make the City more aesthetically appealing by requiring minimum standards for new construction along Central Avenue and 40th Avenue.

The building is proposed to have stucco walls that will match/blend with the existing structure walls in color in texture with a flat roof on the new addition; the applicant is proposing two windows on the south elevation of the building. The proposed addition will match the setback of the existing building. All the proposed changes above meet the design guidelines.

Parking

City Code does not require off-street parking in the Central Business District Zoning. However, the site is proposing two new parking spots on the eastern portion of the site providing a total of 19 on-site parking spots. The parking stalls east of the building take direct access via a public alley. This is a legal non-conforming condition that is grandfathered in and is acceptable to remain. All of the parking stalls meet the City dimensional standards.

The applicant noted that the top floor had two residential units which include a one bedroom unit and a two bedroom unit. The Central Business District does require that the applicant meet the residential parking standard which will require one parking stall per bedroom. This standard requires three parking spots. This is addressed as part of the total parking count.

Signs / Landscaping

There are no proposed changes to the landscaping or signage. The proposed addition meets the requirements as required by the Design Guidelines.

Outdoor Storage

During the site inspection of the property outdoor storage was seen around the existing garage and staff recommends the elimination of outdoor storage and that storage is limited to the existing garage and the new addition storage.

FINDINGS OF FACT

Section 9.104 (N) of the Zoning Ordinance outlines four findings of fact that must be met in order for the City to approve a Site Plan. They are as follows:

- a. The Site Plan conforms to all applicable requirements of this article.
The applicable Zoning Code requirements have been met.
- b. The Site Plan is consistent with the applicable provisions of the City's Comprehensive Plan.
The Comprehensive Plan guides this area for Commercial Use. The project is consistent with the City's goal to promote growth and reinvestment in the City's commercial properties.

- c. The Site Plan is consistent with any applicable area plan.
The use is a permitted use within the Central Business district. The building addition meets the zoning requirements and Design Guidelines.

- d. The Site Plan minimizes any adverse impacts on property in the immediate vicinity and the public right-of-way.
The use of the property is a permitted use within the Central Business District zoning. The proposed building addition enhances the building's function and appearance. The investment in the building addition adds value to the site and will not adversely impact adjoining properties.

RECOMMENDATION

Based on the findings of this report, Staff recommends that the Planning Commission approve the Site Plan for the proposed addition to the Minneapolis Saw Company located at 831 40th Ave NE, subject to certain conditions of approval.

Questions/Comments from members:

Hoiium noted the drive aisle between the garage and the corner of the building is 16 ft 10 in. he questioned whether that was enough space, especially for an emergency vehicle. Chirpich stated it is an unusual layout but a normal drive aisle is 12 feet. He told members that the Fire Dept. had reviewed the plan and they didn't have any concerns about it. He said the building and garage were accessible from various sides so this isn't an issue.

Vargas noted there is an overhang on the garage which lessens the distance and that the closest fire hydrant is at the NW corner of the site. Again, Chirpich stated that the Fire Dept did not have any issues about the plan.

Sahnaw asked if the addition would trigger the need to bring the property into full compliance since the parking/driveway is considered legal non-conforming at present. Chirpich explained that the non-conforming aspect cannot be expanded, however the parking/drive access is not being altered, so it is ok. He went on to state that the building itself is conforming, so the addition would be allowed.

Sahnaw then questioned the exterior finish on the 40th Avenue side of the addition. He noted that the proposal states that stucco or efface would be used, so the owner was asked which one they had decided to use. The owner and his architect stated they planned on using efface. Sahnaw stated that efface was not an approved exterior finish per the Design Guidelines for the front of the building along 40th Avenue. He told members that stucco or stone would have to be used instead. Sahnaw read the excerpt from the Design Guidelines that addresses this. Efface can be used on the rear of the building, just not on the front.

Fiorendino asked the owner and his architect to come to the podium. Dennis Fahedy, Architect, said it would be difficult to match the current brick/stone look, so that is why they had planned on using the efface material. However, he and the owner agreed that if there is an issue about using efface, they can use stucco instead.

Public Hearing Opened.

There was no one present to speak on this matter.

Public Hearing Closed.

Sahnow wanted to add a 4th condition to the Site Plan Approval that would restrict the use of efface along the 40th Avenue side. The other members agreed.

Motion by Sahnow , seconded by Schill , to waive the reading of Resolution No. 2021-PZ01, there being ample copies available to the public. Roll Call Vote was taken. All ayes. MOTION PASSED.

Motion by Hoiium , seconded by Kaiser , to approve a Site Plan for the proposed building addition to be located at 831 40th Ave NE, and subject to the following conditions:

- 1. The building shall meet all requirements found in the Fire Code and the Building Code.*
- 2. The Building and Site Plans adhere to the building and site plans dated 12/01/2020.*
- 3. The applicant will remove the outdoor storage and confine storage to the existing garage and the proposed building addition storage.*
- 4. Stucco, or any other approved exterior finish per the Design Guidelines, must be used for the exterior finish for the side facing 40th Avenue NE.*

*A Roll Call Vote was taken: All ayes
MOTION PASSED.*

RESOLUTION NO. 2021 – PZ01

A Resolution of the Planning Commission approving a Site Plan for the proposed addition to the Minneapolis Saw Company building located at 831 40th Avenue NE, Columbia Heights, MN 55421 (PIN 35-30-24-41-0031)

Whereas, a proposal (Case 2021-0101) has been submitted by the Minneapolis Saw Company to the Planning Commission, requesting Site Plan Review from the City of Columbia Heights at the following site:

LOCATION: 831 40th Avenue NE (35-30-24-41-0031)

LEGAL DESCRIPTION: On file at City Hall.

THE APPLICANT SEEKS THE FOLLOWING: Site Plan Review for an addition to the Minneapolis Saw Company building located at 831 40th Ave NE, Columbia Heights, MN 55421

Whereas, the Planning Commission held a public hearing as required by the City Zoning Code on January 5, 2021;

Whereas, the Planning Commission has considered the advice and recommendations of City staff regarding the effect of the proposed Site Plan upon the health, safety, and welfare of the community and its Comprehensive Plan, as well as any concerns related to compatibility of uses, traffic, property values, light, air, danger of fire, and risk to public safety in the surrounding areas;

Now, therefore, be it resolved, the Planning Commission of the City of Columbia Heights after reviewing the proposal, accepts and adopts the following findings:

1. The site plan conforms to all applicable requirements of this article.
2. The site plan is consistent with the applicable provisions of the City’s Comprehensive Plan.
3. The site plan is consistent with any applicable area plan.
4. The site plan minimizes any adverse impacts on property in the immediate vicinity and the public right-of-way.

Further, be it resolved, that the attached conditions, maps, and other information shall become part of this approval; and in granting this approval the City and the applicant agree that this approval shall become null and void if the project has not been completed within one (1) calendar year after the approval date, subject to petition for renewal of the permit.

CONDITIONS:

1. The building shall meet all requirements found in the Fire Code and the Building Code.
2. The Building and Site Plans adhere to the building and site plans dated 12/01/2020.
3. The applicant will remove the outdoor storage and confine storage to the existing garage and the proposed building addition.
4. Stucco, or any other approved exterior finish per the Design Guidelines, must be used for the exterior finish for the side facing 40th Avenue NE.

Passed this 5th day of January, 2021

Offered by: Hoium
 Seconded by: Kaiser
 Roll Call: A Roll Call vote was taken
 Ayes: All ayes
 Abstain:

Shelley Hanson, Secretary

Rob Fiorendino, Chair

CASE NUMBER: 2021-0102
APPLICANT: AMRISH PATEL-ROCKY'S GYM
LOCATION: 700 40TH AVE
REQUEST: ZONING ORDINANCE AMENDMENT & CONDITIONAL USE PERMIT

Chirpich stated that Amrish Patel, on behalf of Rocky's Gym, has requested approval of a Zoning Ordinance Amendment and Conditional Use Permit to accommodate the establishment of a 24-hour "boutique gym" upon a 9,375 square foot site located at 700 40th Avenue between Monroe and Quincy Streets.

The applicant plans to convert an existing 3,510 square foot building located on the site (which is presently vacant) into a health/fitness club. In this regard, the use would occupy the entire building.

The site is bordered on the north by the Greater Life Church, on the south by Huset Park, on the east by a commercial use and on the west by a single-family residential home.

The site is presently zoned LB, Limited Business which presently does not make an allowance for health or fitness clubs. As a result, the approval of a Zoning Ordinance amendment to allow the use in the LB District (as a conditional use) must precede action on the requested conditional use permit approval. Chirpich told members that any change would be setting precedence for all LB zoned properties.

According to the applicant, the gym will focus on "one on one" training and small group classes with access to cardio and weight machines. Gym members will be able to access the gym via a key fob with 24-hour surveillance. The applicant also anticipates the offering of some unique fitness classes including yoga in the adjacent park.

The applicant expects a "higher end" clientele which relies on customer service rather than volume.

COMPREHENSIVE PLAN

The Comprehensive Plan guides the majority of the 40th Avenue corridor, which includes the subject site, for "transitional development." In this regard, the Plan states the following:

Development in this area will focus on strengthening the residential character of 40th Avenue and allow for opportunities of neighborhood retail/commercial activity (50% residential/50% commercial). Commercial/retail development will consist of a mix of neighborhood service-oriented development and varying densities of residential development. These uses will enhance the pedestrian scale and provide connection between the two commercial areas. Streetscaping and amenities will be used to provide a pedestrian focus and strengthen linkages between Central and University Avenues.

ZONING ORDINANCE AMENDMENT

The subject site is zoned LB, Limited Business. The purpose of the district is as follows:

To provide appropriate locations for limited retail sales and services for the convenience of adjacent residential neighborhoods. These areas are located along collector or arterial roadways in close proximity to residential neighborhoods, arranged and designed to be a functional and harmonious part of the neighborhood, and accessible by public sidewalks or trails as well as by roadways.

The applicant had originally requested a rezoning of the subject site to GB, General Business to accommodate the proposed health/fitness club. Recognizing that the 40th Avenue corridor includes numerous single family residential uses and that the City’s Comprehensive Plan specifically directs only neighborhood service uses, concern exists that the allowance of all uses allowed in the GB, General Business District could result in the establishment of future uses which could create significant compatibility concerns (i.e., automobile repair, carwashes, taprooms etc.). Further concern relates to the establishment of a spot zoning district which is generally considered a poor planning practice.

To accommodate the proposed use, Staff recommends the processing of a Zoning Ordinance amendment which would allow health and fitness clubs of a limited size within the LB, Limited Business District as a conditional use. To align with the purpose of the LB District, it is specifically suggested that the following conditions be imposed as part of conditional use permit processing: (Chirpich reviewed all the conditions)

1. The health/fitness club shall exhibit a gross floor area no greater than 4,000 square feet.
2. The use shall be served by a minor collector or higher classification roadway.
3. To the extent practical, new construction or additions to existing buildings shall be complementary and compatible with the scale and character of the surroundings and exterior materials shall be compatible with those used in the immediate neighborhood.
4. An appropriate transition area shall be provided between the use and adjacent property by landscaping, screening or other site improvements consistent with the character of the neighborhood.
5. The parking supply requirements of Section 9.105.L(10) shall be satisfied via off-street parking or a combination of off-street parking and off-site parking. Off-site parking shall be located no more than 400 feet from the main entrance of the use being served.
6. The City Council may establish limited business hours as a means of ensuring compatibility with surrounding uses.

A draft Zoning Ordinance amendment which would make an allowance for health/fitness clubs as a conditional use in the City’s LB, Limited Business District was included in the agenda packet..

Chirpich again stated that approval of the Zoning Ordinance amendment should precede action on the conditional use permit as approval of the amendment establishes the mechanism necessary to accommodate the proposed use.

Questions/comments from members:

Fiorendino stated that right now this use is not allowed in the LB district. The City would need to approve this amendment in order to allow it.

Hoium stated that community centers, recreational centers, and brew pubs are already approved uses, so he doesn’t see any problem approving this.

Chirpich said it is already an approved use in other zoning districts, but not in this one. The LB district is geared toward retail, office use, and service businesses.

Vargas stated he thinks this would be updating an old obsolete ordinance. He said times have changed and he considers this a service business which is what we want in this zoning district.

Kaiser asked if Chirpich had any insight as to why this wasn't included in the LB District before. Chirpich said he didn't know as the code was written before he started working for the City. Chirpich felt this type of business would be compatible and doesn't see it as a nuisance. He said the biggest issue is the parking requirements, but he noted it is near the ramp and two churches so a joint agreement could be made to use their parking lots.

Fiorendino asked the other members if anyone objected to this type of use.

Schill wanted clarification—Are we changing the zoning to General Business so it is a permitted use or are we making an amendment to allow this use in a Limited Business District. Chirpich responded that this is allowing Fitness Clubs into the LB classification with a CUP. Spot zoning would not be recommended.

Fiorendino stated that by approving the amendment that would require a CUP in order to operate in an LB zoned property, each future request would be handled on a case by case basis. It does not become a "permitted use".

The general consensus was they agreed to the amendment.

CONDITIONAL USE PERMIT

1. Access

Primary access to the site is proposed from the north via 40th Avenue. A secondary access from the south via an existing alley is also proposed.

To be noted is that the proposed access from 40th Avenue is a one-way route, a result of angled parking stalls which are proposed along the western boundary of the site. Thus, business patrons will need to exit the site via the alley to the south.

2. Off-Street Parking

Parking Supply. The submitted site plan illustrates a total of 14 off-street parking stalls. The Zoning Ordinance does not include a specific off-street parking supply requirement for health/fitness clubs. Rather, the Ordinance states that supply requirements are to be determined by Staff. So NAC Consultants did an analysis and according to a reference document entitled *Parking Generation* by the Institute of Transportation Engineers, a parking supply ratio of 5.9 spaces for each 1,000 gross square feet of floor area is recommended. Using this standard, a total of 21 spaces would be required of the proposed gym (5.9 x 3.51 gsf = 20.7 spaces). In this regard, a parking supply deficit of 7 spaces exists.

While plans exist to improve 40th Avenue and provide on-street parking opportunities at a future point, no off-street parking spaces presently exist adjacent to the subject site.

To address the parking supply deficit issue, it is recommended that the applicant demonstrate an ability to provide 21 off-street parking stalls should the need arise (as proof of parking). The Zoning Ordinance makes an allowance for off-site parking for commercial uses provided such parking area is located no more than 400 feet from the main entrance of the use being served. In this regard, it is recommended that the applicant pursue an off-site parking agreement with the Greater Life Church located directly north of the subject site. The City would require a written agreement be filed with Anoka County in order to memorialize it.

Parking Area Setbacks. Within LB zoning districts, the following parking area setbacks are imposed:

Front Yard:	12 feet
Side Yard:	5 feet
Rear Yard	5 feet

Existing parking areas upon the subject site extend to all lot lines. In this regard, the existing parking area is considered a legally non-conforming condition as it fails to meet the City's current parking area setback requirements. Staff made some adjustments to the owner's proposal so that vehicles would enter off 40th Avenue and park diagonally toward the building and then exit to the alley. This would eliminate less headlight glare on the residential property to the west if parking were allowed facing the fence.

Parking Stall Dimensions. According to the Ordinance, parking stalls must measure not less than 9' x 20' in size. While the proposed parking stalls illustrate the proper 9-foot width, they are shown to measure only 18 feet in depth. In this regard, the illustrated stall depths should be increased to 20 feet. To be recognized is that with such change, a drive aisle width of only 12 feet will remain. While functional for smaller and mid-size vehicles, such dimensions are expected to be problematic for larger vehicles such as full-size pick-up trucks.

Disabled Parking. According to the American Disability Act, one accessible parking space must be provided for parking facilities having 1 to 25 stalls. Therefore, as a condition of site plan approval, it is recommended that one off-street parking space be provided and so designated for use by disabled persons.

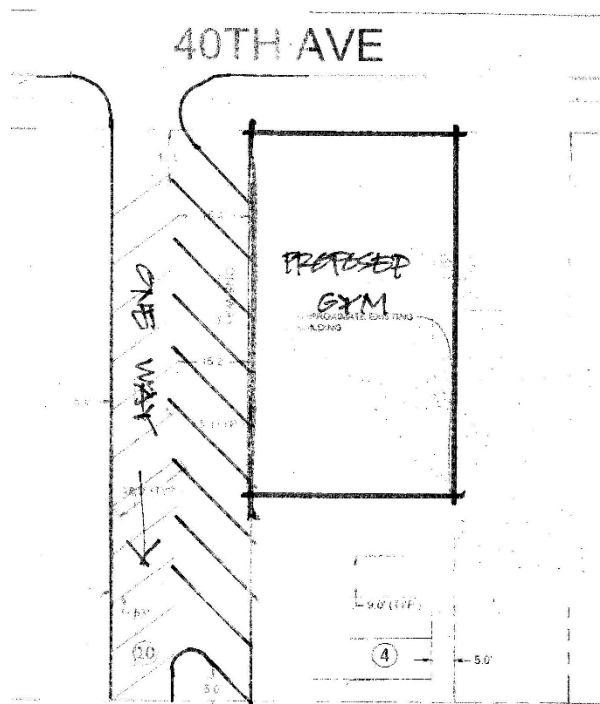
3. Business Hours

As previously indicated, the subject site is bordered on the west by a single-family home. Recognizing that the applicant has proposed a 24-hour business operation, concern exists that nighttime activities could negatively impact the adjacent single family residential use. Of specific concern is headlight glare and vehicle noise. etc. In this regard, the Planning Commission should provide specific recommendation related to the acceptability of the proposed 24-hour business operation and the need to limit business hours. Chirpich told members he had received feedback from two parties opposing the proposal. One was included in the agenda packet and he read the other one to the members.

4. Landscaping / Screening

No new landscaping has been proposed upon this subject site. Considering that the entire site is hard-surfaced, landscaping opportunities are extremely limited.

Presently, a fence exists along with west property line of the site to screen commercial activities from the neighboring residential use. If the City determines that the proposed 24-hour business operation is acceptable, it is suggested that steps be taken to minimize impacts. In this regard, consideration should be given to relocating the proposed angled parking stalls along the west façade of the building in a manner similar to that illustrated below such that the parking area drive aisle is located along the west property line and vehicle headlights face east (rather than west).



5. Design Guidelines

The subject site lies within the 40th Avenue Design District of the City’s Design Guidelines. Considering that the applicant intends to utilize an existing building with no physical exterior modifications, most of the design recommendations of the Design Guidelines are not considered applicable.

Primary changes to the exterior are considered cosmetic in nature. In this regard, the following changes are proposed:

- Exterior color change to black
- New wall signage
- A mural on the west façade of the building

To be noted is that the Design Guidelines do provide recommendations related to building color. In this regard, the Design Guides state the following:

Building colors should accent, blend with, or complement surroundings. Principal building colors should consist of subtle, neutral or muted colors with low reflectance (e.g., browns, grays, tans, dark or muted greens, blues and reds). “Warmtoned” colors are encouraged because of their year-round appeal. No more than two principal colors may be used on a façade or individual storefront. Bright or primary colors should be used only as accents, occupying a maximum of 15 percent of building facades, except when used in a mural or other public art.

As indicated above, the Design Guidelines suggest subtle, neutral or muted colors with low reflectance (e.g., browns, grays, tans, dark or muted greens, blues and reds). Further, the Guidelines make an allowance for building murals such as that proposed by the applicant.

It is the opinion of Staff that the proposed building color (black) is “warm-toned” as referenced in the Design Guidelines.

FINDINGS OF FACT

Section 9.104 (H) of the Zoning Ordinance outlines certain findings of fact that must be met in order for the City to approve a conditional use permit. They are as follows:

(a) The use is one of the conditional uses listed for the zoning district in which the property is located or is a substantially similar use as determined by the Zoning Administrator.

Upon approval of the Zoning Ordinance amendment, the proposed use shall be considered a permitted conditional use in the LB, Limited Business District.

(b) The use is in harmony with the general purpose and intent of the comprehensive plan.

With conditions imposed to endure compatibility, the use will be in harmony with the purpose of the Comprehensive Plan.

(c) The use will not impose hazards or disturbing influences on neighboring properties.

With conditions imposed to ensure compatibility, the use will not impose hazards or disturbing influences on neighboring properties.

(d) The use will not substantially diminish the use of property in the immediate vicinity.

The use will not substantially diminish the use of property in the immediate vicinity.

- (e) The use will be designed, constructed, operated and maintained in a manner that is compatible with the appearance of the existing or intended character of the surrounding area.**

The use will be compatible with the appearance of the existing or intended character of the surrounding area.

- (f) The use and property upon which the use is located are adequately served by essential public facilities and services.**

The use and property upon which the use is located is adequately served by essential public facilities and services.

- (g) Adequate measures have been or will be taken to minimize traffic congestion on the public streets and to provide for appropriate on-site circulation of traffic.**

Traffic generated by the proposed use is within the capabilities of 40th Avenue which serves the subject property.

- (h) The use will not cause a negative cumulative effect, when considered in conjunction with the cumulative effect of other uses in the immediate vicinity.**

The use will not have a negative cumulative effect upon uses in the immediate vicinity.

- (i) The use complies with all other applicable regulations for the district in which it is located.**

As a condition of conditional use permit approval, the use must comply with applicable Zoning Ordinance regulations.

RECOMMENDATION

Staff recommends that the Planning Commission recommend the following to the City Council:

- A. Approval of a Zoning Ordinance amendment which makes an allowance for health/fitness clubs which do not exceed 4,000 square feet in size (gross floor area) as a conditional use in the City's LB, Limited Business District.
- B. Approval of the Conditional Use Permit for property at 700 40th Avenue (PID 35-30-24-41-0147) subject to certain conditions.

Questions/comments from members:

Fiorendino asked if the signage depicted on the drawing was the appropriate size. He said he thought it looked large. Chirpich said the signage had not been analyzed yet, nor have any plans been submitted. He said staff would make sure the signage is compliant if this moves forward.

Hoium noted that the curb cut off 40th Avenue shown on the picture of the site would interfere with the staff's proposed parking plan along the side of the building. Chirpich stated staff would take another look at that and a couple of the parking spaces may have to be moved back. Hoium said that most of the customers would probably use the street parking along 40th Avenue which could be a problem for the residences to the west. Novitsky also was concerned this may be a problem. Chirpich stated this is the primary problem for the LB District. He was asked whether a sign could be installed designating the street as residential parking only. Chirpich stated that would be something that would need to be addressed by Anoka County and the Traffic Commission.

Chirpich stated that the curb cut can't be changed since this is on a County Road. He also said that changes are planned for 40th Avenue to make it more pedestrian friendly which may restrict on street parking.

Fiorendino asked if we can require a condition that they put up a sign directing customers to park in the rear.

Sahnow favors staff's parking plan and suggested a change to the rear parking. He also thinks the fence on the west side needs replacing. He said it could possibly be more opaque and sturdy. He asked if we could make it a condition to replace it. There was a discussion regarding this since the fence possibly belongs to the homeowner to the west.

Fiorendino asked the other members if they had any issue with the business being open 24 hours. Novitsky thought the hours should be restricted-not open all night since it is next to residential area. Fiorendino agreed with that. Kaiser also agreed it should be restricted and close by midnight. He said this district is all about compromise of blending businesses and residential use and this provides that. Sahnow and Schill also agreed with this concept.

Hoium didn't see a reason to restrict the hours. He didn't feel many would access the facility during the middle of the night anyways. Vargas agreed with Hoium.

Amrish and Jeri Patel (3721 2 ½ St) are the applicants. They responded to the members main concern regarding parking. They expect that nearby residents will walk or bike to the facility. They are willing to put up signs telling customers where they can park. The Patel's said they spoke to church representatives and will get an agreement in place. They are somewhat flexible with the 24 hours of operation request. He explained there probably wouldn't be many that use the facility late at night. Mr Patel said they wouldn't staff the facility at night—that members would use their key fob for access and that security cameras would be in place. Mr Patel told members that he has not talked to the neighbor yet, but he is willing to do so and to replace the fence if the neighbor would be ok with that. He said he can't see that noise would be an issue as most people use their own headphones while working out so no loud music would be played. He said if issues arise being open 24 hours, they could adjust that. Mr Patel asked if there are other gyms that are open 24 hours in Columbia Heights. Chirpich said yes, but they are in different zoning districts. Fiorendino told the Patels that if they object to the restricted hours, they should go to the City Council and make their case as they have the final say in this matter.

Chirpich explained it is hard to come back and impose conditions on a CUP after it has been approved. He told members the hours of operation have to be decided now, that we can't change that later.

Vargas asked if we could add a condition that the CUP would be revoked if the Police are called for a specified number of calls. Chirpich said that may be difficult to enforce.

Sahnow wants to add a condition to upgrade the fence. Kaiser asked how we can do this as we shouldn't force the residential neighbor to upgrade the fence if it is theirs.

The consultant Planner, Bob Kirmis , stated it can be documented as a condition in a general manner that they try to work together to make an improvement to the fence if both parties agree. This way it is documented that the commission was concerned this may be an issue and that the subject was discussed.

Public Hearing Opened.

No one was present to speak further on this matter.

Public Hearing Closed.

Motion by Hoium , seconded by Kaiser , to waive the reading of Ordinance No. 1663, there being ample copies available to the public. Roll Call vote was taken. All ayes. MOTION PASSED.

Motion by Hoium , seconded by Schill , to recommend that the City Council approve Ordinance No. 1663, as presented. Roll Call Vote was taken.

Ayes- All ayes

Nays-

MOTION PASSED.

This will go to the City Council for the first reading January 11th.

ORDINANCE NO. 1663

AN ORDINANCE AMENDING CHAPTER 9.110 OF THE CITY CODE OF 2001 TO ESTABLISH HEALTH/FITNESS CLUBS NOT EXCEEDING 4,000 SQUARE FEET IN AREA AS A CONDITIONAL USE IN THE CITY'S LB, LIMITED BUSINESS ZONING DISTRICT

The City of Columbia Heights does ordain:

Section 1

9.110 (D)(3) of the City Code of 2001 is hereby amended to read as follows, to wit:

- (2) *Conditional uses.* Except as specifically limited herein, the following uses may be allowed in the LB, Limited Business District, subject to the regulations set forth for conditional uses in § [9.104](#), Administration and Enforcement, and the regulations for specific uses set forth in § [9.107](#), Specific Development Standards:
- (a) School, vocational or business.
 - (b) School, performing/visual/martial arts.
 - (c) Licensed day care facility, child or adult.
 - (d) Government maintenance facility.
 - (e) State licensed residential care facility.
 - (f) Congregate living facility, including rooming houses, group living quarters, nursing homes, senior housing, assisted living facility, traditional housing and emergency housing.
 - (g) Bed and breakfast home, when accessory to a single-family dwelling.
 - (h) Community center.
 - (i) Recreational facility, indoor.
 - (j) Recreational facility, outdoor.
 - (k) Single-family dwelling, when accessory to a commercial use.
 - (l) Food service, limited (coffee shop/deli).
 - (m) Hospital.
 - (n) Museum/gallery.
 - (o) Retail sales, not exceeding 2,500 square feet in area.
 - (p) Hotel or motel.
 - (q) Fences greater than six feet in height.
 - (r) Brewer taproom, not exceeding 2,000 barrels of malt liquor a year.
 - (s) Brew pub, not exceeding 2,000 barrels of malt liquor a year.
 - (t) Health/fitness clubs, not exceeding 4,000 gross square feet in area.

Section 2

9.107 of the City Code of 2001 (Specific Development Standards) is hereby amended to add the following, to wit:

Health/fitness clubs in LB, Limited Business Districts.

- (a) The health/fitness club shall not exceed 4,000 gross square feet in area.
- (b) The use shall be served by a minor collector or higher classification roadway.
- (c) To the extent practical, new construction or additions to existing buildings shall be complementary and compatible with the scale and character of the surroundings and exterior materials shall be compatible with those used in the immediate neighborhood.

- (d) An appropriate transition area shall be provided between the use and adjacent property by landscaping, screening or other site improvements consistent with the character of the neighborhood.
- (e) The parking supply requirements of Section 9.105.L(10) shall be satisfied via off-street parking or a combination of off-street parking and off-site parking. Off-site parking shall be located no more than 400 feet from the main entrance of the use being served.
- (f) The City Council may establish limited business hours as a means of ensuring compatibility with surrounding uses.

Section 3

9.107 of the City Code of 2001 (Specific Development Standards) is hereby amended such that the “health/fitness clubs” conditional use referenced in Section 2 above is inserted into the Section in alphabetical order.

Motion by Hoium , seconded by Kaiser , to waive the reading of Resolution 2021-XX, there being ample copies available to the public. Roll call vote was taken. All Ayes. MOTION PASSED.

Motion by Kaiser , seconded by Vargas , to recommend that the City Council approve Resolution 2021-XX, a resolution approving the conditional use permit as presented, subject to the following conditions:

1. *Business hours, deemed appropriate by the City Council to ensure land use compatibility, shall be established. Said hours have been determined by the Council to be 5:00 a.m. to Midnight.*
2. *The applicant shall provide 21 off-street parking stalls for the proposed use. The required off-site parking stalls shall be secured with a shared parking agreement. This legally binding contract shall be reviewed by the City Attorney and filed with the Anoka County Recorder’s Office within 60 days after approval of the conditional use permit.*
3. *Illustrated off-street parking stall depths shall be increased from 18 feet to 20 feet in depth.*
4. *One off-street parking space shall be provided and so designated for use by disabled persons.*
5. *To minimize negative impacts upon the adjacent single-family home to the west, consideration be given to relocating the proposed angled parking stalls along the west façade of the building such that the parking area drive aisle is located along the west property line and vehicle headlights face east (rather than west).*
6. *The use of black as a primary building color is approved.*
7. *The building and site shall be meet all requirements found in the Fire Code and the Building Code.*
8. *Trash and/or recycling collection areas shall be enclosed on at least three sides by an opaque screening wall or fence no less than six feet in height. The open side of the enclosure shall not face any public street or the front yard of any adjacent property.*
9. *There shall be no deliveries, loading or unloading of goods and materials between the hours of 10:00 pm and 6:00 am.*
10. *All exterior lighting shall be downcast with a shielded light source as not to adversely impact neighboring residential properties.*

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11. *All new site signage shall be subject to sign permit.*
12. *The site and elevation plans included in this submittal, shall become part of this approval.*
13. *The applicant will work with the owner of the residential property to the west to improve the fencing to provide better screening between the properties.*

A Roll Call vote was taken.

Ayes- All ayes.

Nays-

The following Resolution will go before the City Council at the January 11th meeting.

RESOLUTION NO. 2021-XX

A Resolution of the City Council for the City of Columbia Heights, Minnesota, approving a Conditional Use Permit for a Health/Fitness Club not exceeding 4,000 square feet in area to be located at 700 40th Avenue NE.

Whereas, a proposal (Case #2021-0102) has been submitted by Amrish Patel to the City Council requesting a Conditional Use Permit from the City of Columbia Heights at the following site:

ADDRESS: 700 40th Avenue NE

LEGAL DESCRIPTION: On file at City Hall.

THE APPLICANT SEEKS THE FOLLOWING: A Conditional Use Permit per Code Section 9.110 (D) (3) (2) (t), to allow a Health/Fitness Club not exceeding 4,000 square feet in area to be located in the Limited Business Zoning District.

Whereas, the Planning and Zoning Commission held a public hearing as required by the City Zoning Code on January 5, 2021;

Whereas, the City Council has considered the advice and recommendations of the Planning and Zoning Commission regarding the effect of the proposed Conditional Use Permit upon the health, safety, and welfare of the community and its Comprehensive Plan, as well as any concerns related to compatibility of uses, traffic, property values, light, air, danger of fire, and risk to public safety in the surrounding areas;

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

- (a) The use is one of the conditional uses listed for the zoning district in which the property is located, or is a substantially similar use as determined by the Zoning Administrator.
- (b) The use is in harmony with the general purpose and intent of the Comprehensive Plan.

- (c) The use will not impose hazards or disturbing influences on neighboring properties.
- (d) The use will not substantially diminish the use of the property in the immediate vicinity.
- (e) The use will be designed, constructed, operated, and maintained in a manner that is compatible with the appearance of the existing or intended character of the surrounding area.
- (f) The use and property upon which the use is located are adequately served by essential public facilities and services.
- (g) Adequate measures have been or will be taken to minimize traffic congestion on the public streets and to provide for appropriate on-site circulation of traffic.
- (h) The use will not cause a negative cumulative effect, when considered in conjunction with the cumulative effect of other uses in the immediate vicinity.
- (i) The use complies with all other applicable regulations for the districts in which it is located.

Further, be it resolved, that the attached plans, maps, and other information shall become part of this Conditional Use Permit and approval; and in granting this Conditional Use Permit the City and the applicant agree that this permit shall become null and void if the project has not been completed within one (1) calendar year after the approval date, subject to petition for renewal of the permit. The Conditional Use Permit is subject to certain conditions of approval that have been found to be necessary to protect the public interest and ensure compliance with the provisions of the Zoning and Development Ordinance, including:

CONDITIONS

1. Business hours, deemed appropriate by the City Council to ensure land use compatibility, shall be established. Said hours have been determined by the Council to be 5:00 a.m. to Midnight.
2. The applicant shall provide 21 off-street parking stalls for the proposed use. The required off-site parking stalls shall be secured with a shared parking agreement. This legally binding contract shall be reviewed by the City Attorney and filed with the Anoka County Recorder's Office within 60 days after approval of the conditional use permit.
3. Illustrated off-street parking stall depths shall be increased from 18 feet to 20 feet in depth.
4. One off-street parking space shall be provided and so designated for use by disabled persons.
5. To minimize negative impacts upon the adjacent single-family home to the west, consideration be given to relocating the proposed angled parking stalls along the west façade of the building such that the parking area drive aisle is located along the west property line and vehicle headlights face east (rather than west).
6. The use of black as a primary building color is approved.
7. The building and site shall be meet all requirements found in the Fire Code and the Building Code.
8. Trash and/or recycling collection areas shall be enclosed on at least three sides by an opaque screening wall or fence no less than six feet in height. The open side of the enclosure shall not face any public street or the front yard of any adjacent property.
9. There shall be no deliveries, loading or unloading of goods and materials between the hours of 10:00 pm and 6:00 am.
10. All exterior lighting shall be downcast with a shielded light source as not to adversely impact neighboring residential properties.
11. All new site signage shall be subject to sign permit.

12. The site and elevation plans included in this submittal, shall become part of this approval.
13. The applicant will work with the owner of the residential property to the west to improve the fencing to provide better screening between the properties.

OTHER BUSINESS

The next scheduled meeting is Tuesday, February 2, 2021 at 6 pm. Chirpich told members there is one case for a minor subdivision that will be considered at this meeting.

The meeting was adjourned at 7:32 pm.

Respectfully submitted,

Shelley Hanson
Secretary



AGENDA SECTION	CONSENT
MEETING DATE	FEBRUARY, 8, 2021

ITEM:	Resolution 2021-13 Approving Plans and Specifications and Ordering Advertisement for Bids for 2021 Zones 4B and 5 Street Rehabilitation Program and State Aid Street Rehabilitation, City Projects 2002 and 2005									
DEPARTMENT:	Public Works	BY/DATE: Kevin Hansen, 2/3/21								
CITY STRATEGY: <i>(please indicate areas that apply by adding a bold "X" in front of the selected text below)</i>										
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">_ Safe Community</td> <td style="width: 50%;">_ Diverse, Welcoming "Small-Town" Feel</td> </tr> <tr> <td>_ Economic Strength</td> <td>_ Excellent Housing/Neighborhoods</td> </tr> <tr> <td>_ Equity and Affordability</td> <td>X_ Strong Infrastructure/Public Services</td> </tr> <tr> <td>_ Opportunities for Play and Learning</td> <td>_ Engaged, Multi-Generational, Multi-Cultural Population</td> </tr> </table>			_ Safe Community	_ Diverse, Welcoming "Small-Town" Feel	_ Economic Strength	_ Excellent Housing/Neighborhoods	_ Equity and Affordability	X _ Strong Infrastructure/Public Services	_ Opportunities for Play and Learning	_ Engaged, Multi-Generational, Multi-Cultural Population
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_ Economic Strength	_ Excellent Housing/Neighborhoods									
_ Equity and Affordability	X _ Strong Infrastructure/Public Services									
_ Opportunities for Play and Learning	_ Engaged, Multi-Generational, Multi-Cultural Population									

BACKGROUND: Public Improvement Hearings for Zones 4B and 5 Street Rehabilitation Program and State Aid Street Rehabilitation, Projects 2002 and 2005, were held on December 7, 2020. The City Council ordered the improvement projects. Zones 4B and 5 are bounded by University Avenue on the west, 53rd Avenue on the north, Central Avenue on the east, and 44th Avenue on the south, excluding the City of Hilltop.

Zones 4B and 5 streets included in 2021 project are listed below:

Partial Reconstruction (FDR)

1. 4th Street NE, 48th Avenue to 53rd Avenue
2. 5th Street NE, 48th Avenue to 49th Avenue
3. 5th Street NE, 51st Avenue to 53rd Avenue
4. 6th Street NE, 48th Avenue to 50th Avenue
5. 6th Street NE, 51st Avenue to 52nd Avenue

Mill and Overlay

1. 6th Street NE, 47th Avenue to 48th Avenue
2. 7th Street NE, 48th Avenue to 52nd Avenue
3. Washington Street NE, 44th Avenue to 46th Avenue
4. Washington Street NE, 48th Avenue to 51st Avenue
5. Madison Street NE, 48th Avenue to 51st Avenue

The State Aid Street included in the 2021 project is 44th Avenue from University Avenue to Jefferson Street.

ANALYSIS/CONCLUSIONS: The proposed utility construction remains essentially unchanged from the work presented at the Public Improvement Hearing. In Zone 4B, six hydrants and gate valves are being replaced. In Zones 4B and 5 and on 44th Avenue minor storm/sanitary structure work and storm/sanitary sewer castings will be replaced as needed. Adjustments to water main surface structures will also be done. The proposed funding for this work is as follows:

Storm Sewer Construction Fund	\$125,000
Sanitary Sewer Construction Fund	\$ 45,000
Water Construction Fund	\$ 60,000

Final plans and specifications for the 2021 Zones 4B and 5 and State Aid Street Rehabilitation Improvement projects are substantially complete. The bid opening is scheduled for Tuesday, March 16, 2021 with City Council award on March 22, 2021.

RECOMMENDED MOTION(S):

MOTION: Move to waive the reading of Resolution 2021-13, there being ample copies available to the public.
MOTION: Move to adopt Resolution 2021-13 approving Plans and Specifications and ordering Advertisement for Bids for 2021 Zones 4B and 5 Street Rehabilitation Program and State Aid Street Rehabilitation, City Projects 2002 and 2005.

ATTACHMENT(S): Resolution 2021-13

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

WHEREAS, pursuant to a resolution passed by the Council on December 7, 2020, the City Engineer has prepared plans and specifications for Zones 4B and 5 Street Rehabilitation Program and State Aid Street Rehabilitation, at the locations listed below:

ZONES 4B AND 5 STREETS

Partial Reconstruction (FDR)

1. 4th Street NE, 48th Avenue to 53rd Avenue
2. 5th Street NE, 48th Avenue to 49th Avenue
3. 5th Street NE, 51st Avenue to 53rd Avenue
4. 6th Street NE, 48th Avenue to 50th Avenue
5. 6th Street NE, 51st Avenue to 52nd Avenue

Mill and Overlay

1. 6th Street NE, 47th Avenue to 48th Avenue
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3. Washington Street NE, 44th Avenue to 46th Avenue
4. Washington Street NE, 48th Avenue to 51st Avenue
5. Madison Street NE, 48th Avenue to 51st Avenue

MUNICIPAL STATE AID STREET

Jefferson Street, 40th Avenue to 44th Avenue

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF COLUMBIA HEIGHTS, MINNESOTA

1. Such plans and specifications identified as 2021 Zones 4B and 5 Street Rehabilitation Program, City Project 2002 and 2021 State Aid Street Rehabilitation, City Project 2005 are hereby approved.
2. The City Clerk shall prepare and cause to be inserted in the official paper and in a trade journal an advertisement for bids upon making of such improvement under such approved plans and specifications. The advertisement shall be published a minimum of three weeks prior to the bid opening, shall specify the work to be done, shall state that bids will be received by representatives of the City Council of Columbia Heights until 2:00 p.m. on Tuesday, March 16, 2021 at which time they will be publicly opened at the place designated, will then be tabulated and will be considered by the City Council on Monday, March 22, 2021 in the Council Chambers. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, bid bond, or certified check payable to the City of Columbia Heights for 5 percent of the amount of such bid.

ORDER OF COUNCIL

Passed this 8th day of February, 2021

Offered by:
 Seconded by:
 Roll Call:

Attest:

 Amáda Márquez Simula, Mayor

 Nicole Tingley, City Clerk/Council Secretary



AGENDA SECTION	CONSENT
MEETING DATE	FEBRUARY 8, 2021

ITEM:	Establish a Public Hearing Date to Consider Mid-Block Street Lighting		
DEPARTMENT:	Public Works	BY/DATE:	Kevin Hansen, 2/2/21
CITY STRATEGY: <i>(please indicate areas that apply by adding a bold "X" in front of the selected text below)</i>			
<input checked="" type="checkbox"/> Safe Community		<input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel	
<input type="checkbox"/> Economic Strength		<input type="checkbox"/> Excellent Housing/Neighborhoods	
<input type="checkbox"/> Equity and Affordability		<input checked="" type="checkbox"/> Strong Infrastructure/Public Services	
<input type="checkbox"/> Opportunities for Play and Learning		<input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population	

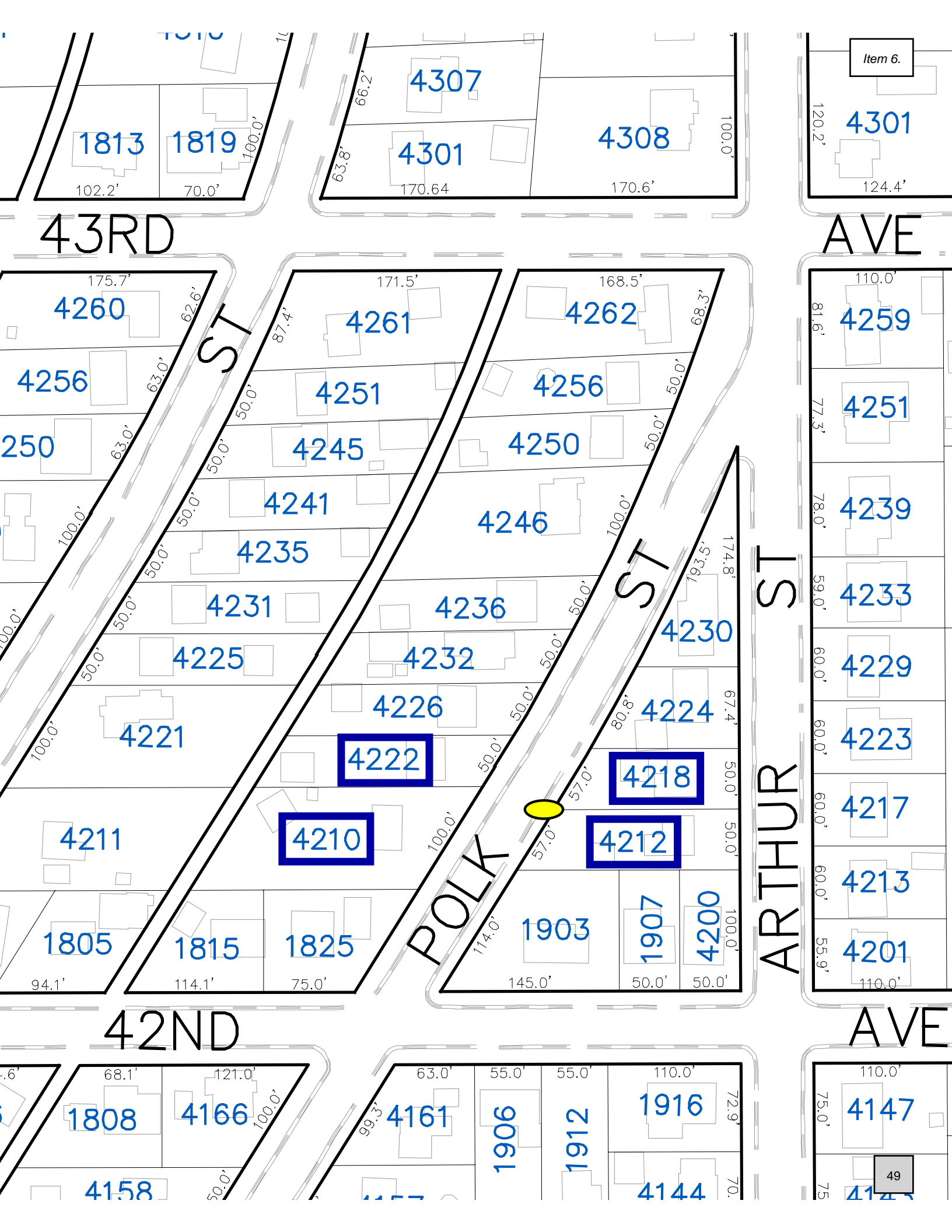
BACKGROUND: Staff is requesting the City Council establish a Public Hearing date for formal consideration of assessing one mid-block street light to benefited properties, as requested by petition.

The proposed light is located on Polk Street. The petition is for one Xcel Energy LED streetlight to be installed on an existing pole on Polk Street between 4212 and 4218 Arthur Street.

There will be four parcels included in the assessment. All four property owners approved the petition in favor of installing the mid-block light.

RECOMMENDED MOTION(S):
MOTION: Move to establish March 8, 2021 at 7:00 p.m. as a Public Hearing for consideration of mid-block street lighting on Polk Street between 4212 and 4218 Arthur Street.

ATTACHMENT(S): Map
Petition



Item 6.

4301

4307

4301

4308

1813

1819

43RD

AVE

4260

4261

4262

4256

4251

4256

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1805

1815

1825

1903

1907

4200

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4201

42ND

AVE

1808

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4161

1906

1912

1916

4147

4158

4144

49

PETITION

MID-BLOCK STREET LIGHT LOCATION: ON POLK STREET - ON POLE BETWEEN 4212 AND 4218 ARTHUR ST

We the undersigned petition the City Council of Columbia Heights to assess for one Xcel Energy LED cobra head street light. The light will be installed on Polk Street, on the pole between 4212 and 4218 Arthur Street. We understand that the cost of the light will automatically be added to the utility statement. The current cost is \$1.00 per property per month, or \$3.00 per property per quarter. This cost may increase with increases in the electric rate.

4222 Polk Street NE

From: Jill G [<mailto:jilligo@gmail.com>]
 Sent: Tuesday, January 26, 2021 9:11 PM
 To: Kathy Young
 Subject: Fwd: Street Light from Jill Goodsell

I would like to add that, I Jill J Goodsell (4222 Polk St NE, also approve of a light and the monthly assessment. Thank you and please let me know what else I need to do.
 Jill Goodsell

4210 Polk Street NE

----- Forwarded message -----

From: **Gale Tollefson** <tollefsongp@yahoo.com>
 Date: Mon, Jan 25, 2021 at 11:50 AM
 Subject: Re: Street Light from Jill Goodsell
 To: Jill G <jilligo@gmail.com>
 Cc: btrampe@gmail.com <btrampe@gmail.com>, Jason Jeske <jasonalanjeske@gmail.com>

Hello Jill -- Yes, we are OK with installing the street light and also with paying the assessment.

Pat and Gale

4218 Arthur Street NE

----- Forwarded message -----

From: **Jason Jeske** <jasonalanjeske@gmail.com>
 Date: Mon, Jan 25, 2021 at 8:53 AM

Subject: Re: Street Light from Jill Goodsell
 To: Brandon Trampe <btrampe@gmail.com>
 Cc: Jill G <jilligo@gmail.com>, <tollefsongp@yahoo.com>

Hello Neighbors,

I think having a light back there will help with safety and security on this block. So yes, I agree to the assessment and installation of the light.

Thanks,
 Jason

4212 Arthur Street NE

----- Forwarded message -----

From: Brandon Trampe <btrampe@gmail.com>
Date: Sun, Jan 24, 2021 at 9:12 PM
Subject: Re: Street Light from Jill Goodsell
To: Jill G <jilligo@gmail.com>
Cc: Jason Jeske <jasonalanjeske@gmail.com>, <tollefsongp@yahoo.com>

Hi Jill,

I agree to both the light and the assessment.

Thanks,
 Brandon

On Sun, Jan 24, 2021, 8:21 PM Jill G <jilligo@gmail.com> wrote:

Hi Brandon, Pat and Gayle, and Jason,

Will you please look at the attached 3 documents and email me back stating you either approve or disapprove of the proposal to install a street light in between Jason and Brandon's house across the street from Jill and Tollefson's house.

I had discussed this with Brandon and Jason. I hadn't with Tollefsons.

The reason I pursued this is because I realized how dark it is on the street when I had those intruders in my back and front yard, front steps, peeking in my window, and had I not called the police, maybe they would have been in my house. I feel that light may make a very dark area more visible and safe on the street.

When the one guy came back the second time that night, I observed him first hiding in the trees in between Jason Jeske and Brandon Trampe's yard, before he kicked down my yard sign, ran through my yard, and then came up my front steps.

I hope you will agree to this proposal and that I can continue to pursue it with the city. I need either your yes or no acceptance of this. Then I need to forward it to the City. Can you send an email back within the next few days?

**Thank you.
 Jill Goodsell**



AGENDA SECTION	CONSENT
MEETING DATE	FEBRUARY 8, 2021

ITEM:	Resolution 2021-14 Declaring the Intent to Bond for Zones 4B and 5 Street Rehabilitation Program and State Aid Street Rehabilitation									
DEPARTMENT:	Public Works	BY/DATE: Kevin Hansen, 1/20/21								
CITY STRATEGY: <i>(please indicate areas that apply by adding a bold "X" in front of the selected text below)</i>										
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">_ Safe Community</td> <td style="width: 50%;">_ Diverse, Welcoming "Small-Town" Feel</td> </tr> <tr> <td>X Economic Strength</td> <td>_ Excellent Housing/Neighborhoods</td> </tr> <tr> <td>_ Equity and Affordability</td> <td>X Strong Infrastructure/Public Services</td> </tr> <tr> <td>_ Opportunities for Play and Learning</td> <td>_ Engaged, Multi-Generational, Multi-Cultural Population</td> </tr> </table>			_ Safe Community	_ Diverse, Welcoming "Small-Town" Feel	X Economic Strength	_ Excellent Housing/Neighborhoods	_ Equity and Affordability	X Strong Infrastructure/Public Services	_ Opportunities for Play and Learning	_ Engaged, Multi-Generational, Multi-Cultural Population
_ Safe Community	_ Diverse, Welcoming "Small-Town" Feel									
X Economic Strength	_ Excellent Housing/Neighborhoods									
_ Equity and Affordability	X Strong Infrastructure/Public Services									
_ Opportunities for Play and Learning	_ Engaged, Multi-Generational, Multi-Cultural Population									

BACKGROUND: At the City Council meeting of February 8, 2021, Council authorized staff to seek bids for the projects listed below:

- Zones 4B and 5 Street Rehabilitation Program and
- State Aid Street Rehabilitation

Currently cash available from city inter-fund loans to fund the street construction is limited. For this reason, there is a potential for bonding for these projects. The fact that bonding rates remain near their lowest point in years makes bonding a very viable financing option.

STAFF RECOMMENDATION: To keep the potential bonding alternative open, a resolution declaring the intent to bond should be approved by the City Council prior to awarding bids. This has been done for both Utility and Street Rehabilitation construction projects since 1998. It should be noted that the resolution does not commit the City to bonding or the dollar amount stated, but keeps the option for bonding open in the future, up to the dollar amount specified.

RECOMMENDED MOTION(S):
<p>MOTION: Move to waive the reading of Resolution 2021-14, there being ample copies available to the public.</p> <p>MOTION: Move to adopt Resolution 2021-14 being a resolution approving the declaration for the official intent of the City of Columbia Heights to bond for the Zones 4B and 5 Street Rehabilitation Program - Project 2002, and State Aid Street Rehabilitation - Project 2005.</p>

ATTACHMENT(S): Resolution 2021-14

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

WHEREAS, the Internal Revenue Service has issued Tres. Reg. 1.140-2 providing that proceeds of tax exempt bond used to reimburse prior expenditures will be not be deemed spent unless certain requirements are met; and,

WHEREAS, the City of Columbia Heights (the "City") expects to incur certain expenditures which may be financed temporarily from sources other than bonds, and reimbursed from the proceeds of a bond;

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 reasonably intends to make expenditures for Project Number 2002 consisting of Zones 4B and 5 Street Rehabilitation Program and reasonably intends to reimburse itself for such expenditures from the proceeds of debt to be issued by the City in one or more series in the maximum principal amount of \$1,275,000.
2. The City reasonably intends to make expenditures for Project Number 2005 consisting of State Aid Street Rehabilitation and reasonably intends to reimburse itself for such expenditures from the proceeds of debt to be issued by the City in one or more series in the maximum principal amount of \$125,000.
3. This resolution is intended to constitute a declaration of official intent for purposes of Tres. Reg. 1.150-2 and any successor law, regulating or ruling.

ORDER OF COUNCIL

Passed this 8th day of February, 2021

Offered by:
 Seconded by:
 Roll Call:

 Amáda Márquez Simula, Mayor

Attest:

 Nicole Tingley, City Clerk/Council Secretary



AGENDA SECTION	CONSENT
MEETING DATE	FEBRUARY 8, 2021

ITEM:	Resolution 2021-15 Requesting Municipal State Aid System Construction Funds for Other Local Transportation Uses									
DEPARTMENT:	Public Works	BY/DATE: Kevin Hansen, 2/3/21								
CITY STRATEGY: <i>(please indicate areas that apply by adding a bold "X" in front of the selected text below)</i>										
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">_ Safe Community</td> <td style="width: 50%;">_ Diverse, Welcoming "Small-Town" Feel</td> </tr> <tr> <td>X _ Economic Strength</td> <td>_ Excellent Housing/Neighborhoods</td> </tr> <tr> <td>_ Equity and Affordability</td> <td>X Strong Infrastructure/Public Services</td> </tr> <tr> <td>_ Opportunities for Play and Learning</td> <td>_ Engaged, Multi-Generational, Multi-Cultural Population</td> </tr> </table>			_ Safe Community	_ Diverse, Welcoming "Small-Town" Feel	X _ Economic Strength	_ Excellent Housing/Neighborhoods	_ Equity and Affordability	X Strong Infrastructure/Public Services	_ Opportunities for Play and Learning	_ Engaged, Multi-Generational, Multi-Cultural Population
_ Safe Community	_ Diverse, Welcoming "Small-Town" Feel									
X _ Economic Strength	_ Excellent Housing/Neighborhoods									
_ Equity and Affordability	X Strong Infrastructure/Public Services									
_ Opportunities for Play and Learning	_ Engaged, Multi-Generational, Multi-Cultural Population									

BACKGROUND: In 1999, the Commissioner of Transportation declared the City’s MSA System complete. This allows the City to utilize the population apportionment of the annual construction allotment for local street construction. These funds are intended to supplement the Infrastructure Fund for the annual Street Rehabilitation Program.

STAFF RECOMMENDATION: MnDOT requires a resolution requesting funds for other local uses to be approved annually after the State-Aid system is declared complete. The attached resolution is in a form recommended by MnDOT to obtain MSAS funds that will supplement the City’s Infrastructure Fund for street rehabilitation projects. With the projects approved for 2021, the City is planning to request up to \$300,000.

RECOMMENDED MOTION(S):
<p>MOTION: Move to waive the reading of Resolution 2021-15, there being ample copies available to the public.</p> <p>MOTION: Move to adopt Resolution 2021-15 requesting Municipal State Aid System construction funds for other local transportation uses.</p>

ATTACHMENT(S): Resolution 2021-15

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

Whereas, the City of Columbia Heights receives Municipal State Aid System (MSAS) funds for construction and maintaining 20% of its City streets, and

Whereas, 11.62 MSAS miles are currently authorized, and

Whereas, 11.62 MSAS miles of streets have been built or resurfaced since 1964, and

Whereas, the City currently has 48.58 miles of municipal streets that require maintenance and upgrade, and

Whereas, the majority of these streets have insufficient strength and poor surface drainage, and

Whereas, it is proposed to systematically install or repair concrete curb and gutters for improved surface water drainage and add additional strength to the streets for traffic survivability, and

Whereas, the City State Aid routes are improved to State Aid standards and are in an adequate condition that they do not have needs other than additional resurfacing, and

Whereas, it is authorized by MN Rules 8820.1800 to use part of the MSAS construction appropriation of our City's State Aid allocation on local streets not on the approved State Aid system, and

Whereas, the City proposes to rehabilitate the City-owned underground utilities as needed and rebuild the street in the process, and

Whereas, it is proposed to use a portion of the City's population allocation funds to upgrade the local street, to wit:

Whereas, the City indemnifies save and holds harmless the State of Minnesota and its agents and employees from claims, demands, actions, or causes of action arising out of or by reason or matter related to constructing the local street as designed, and

Whereas, the City further agrees to defend at its sole cost any claims arising as a result of constructing the local street, and

Whereas, the final approval of the State Aid for Local Transportation Division is therefore given,

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

The City of Columbia Heights, Anoka County Minnesota, requests the release of MSAS construction funds for the upgrade and rehabilitation of City municipal streets, to wit:

4th Street NE, 48th Avenue to 53rd Avenue
5th Street NE, 48th Avenue to 49th Avenue
5th Street NE, 51st Avenue to 53rd Avenue
6th Street NE, 48th Avenue to 50th Avenue
6th Street NE, 51st Avenue to 52nd Avenue
6th Street NE, 47th Avenue to 48th Avenue
7th Street NE, 48th Avenue to 52nd Avenue
Washington Street NE, 44th Avenue to 46th Avenue
Washington Street NE, 48th Avenue to 51st Avenue
Madison Street NE, 48th Avenue to 51st Avenue

ORDER OF COUNCIL

Passed this 8th day of February, 2021

Offered by:

Seconded by:

Roll Call:

Amáda Márquez Simula, Mayor

Attest:

Nicole Tingley, City Clerk/Council Secretary



AGENDA SECTION	CONSENT
MEETING DATE	FEBRUARY 1, 2021

ITEM:	Water Main Clean and Line / Replacement and Sanitary Sewer 3-Year Programs		
DEPARTMENT:	Public Works	BY/DATE:	Kevin Hansen, Jim Hauth 1/27/21
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 type="checkbox"/> Excellent Housing/Neighborhoods		
<input type="checkbox"/> Equity and Affordability	<input checked="" type="checkbox"/> Strong Infrastructure/Public Services		
<input type="checkbox"/> Opportunities for Play and Learning	<input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population		

WATER MAIN

BACKGROUND: Columbia Heights has had a history of complaints of discolored water for many years at various locations throughout the City. City staff has determined that the rusty water is caused by encrusted iron scale deposits sloughing off the inside of the water main and into the water distribution system. To date, the problem originates only in unlined cast iron pipe, which was common prior to installations in the early 1960's. Although iron scale has a tendency to turn the color of the water yellow or light brown, it is not known to be a health risk by federally regulated standards. City staff has taken many samples and continues to test the drinking water to ensure compliance with State and Federal requirements. The problem in general is called 'tuberculation' and results in restricted flows. In January of 2005, staff reported to the City Council several techniques to address this problem and indicated that there are likely multiple areas of the distribution system affected by tuberculation.

In 2005 the annual program of water main cleaning and lining under the City of Minneapolis Cleaning and Lining Program was initiated. The process of **Mechanical Cleaning and Lining** involves shutting down a pipe segment, cutting open and accessing (excavating and cutting open) the water main every 400 to 600 feet, and pulling or pushing a mechanical cleaning device (sometimes called a 'pig') through the line to remove the encrustation. Depending on the severity of the interior buildup, a water line may have to be "pigged" repeatedly until the original interior diameter is restored. Since this process leaves the iron wall exposed, lining the interior pipe is necessary to prevent water contact with the iron surface which would allow the tuberculation process to start all over.

Minneapolis utilizes *cement mortar lining* by applying lean cement through a rotating head of a specific diameter. As the lining machine moves through the pipe, it leaves a smooth troweled finish. The new lining of the pipe provides a smooth interior wall resistant to mineral deposits and future tuberculation buildup. This is a very cost effective solution next to complete pipe replacement, as street restoration is kept to a minimum.

A potential cost to the homeowner is the access and operability of the curb stop or water shut off valve at the property line. Consistent with our City Code, it is the homeowner's responsibility for the service line from the main in the street to the house. At the direction of the City Council, repairs and replacements of water service lines are publicly bid and those prices for repairs or replacements are extended to the homeowners if they so

choose. The inspection of the curb stops in the proposed program area is typically completed in the fall prior to the next year's work.

The newly lined pipe should provide another 40 or more years of service. Based upon the positive results and project success of the past four years, staff conducted C-Factor testing on other known problem areas of the water distribution system. C-Factor testing involves isolating water main segments, flowing water and measuring pressures and flow rate. A C-Factor is then calculated which can be used to determine the amount of tuberculation in-pipe. Another way to look at a C-Factor is as a measurement of resistance to flow in-pipe. New pipe will have a C-Factor of 120-125. We would have expected the C-Factors in the areas tested (based on age) to be in a range of 90-95. A general rule of thumb is values below a range of 70-75 would indicate a pipe in poor and tuberculated condition. The measured C-Factors in the 2015 proposed program area measured from 20 to 52.

City staff has conducted a random survey following the completion of the projects with positive comments received from the residents. Staff believes the program accomplished what was intended and eliminated the discolored water problem and restored the original diameter(s) of the existing piping system. Additionally, water quality complaints are now minimal.

Where water main segments have had a history of breaks, cleaning and lining is not an effective application and pipe replacement is required. Public contact and information is very similar to how the clean and line program is conducted, but the construction removal and replacement and the restoration of the street significantly lengthens the project timeline.

Due to water main breaks, staff is recommending replacement for the next 3-year cycle at the locations shown on the attached map.

SANITARY SEWER

BACKGROUND: Columbia Heights has over 60 miles of sanitary sewer main. Those mains are made up of Vitrified Clay Pipe (VCP), Cast Iron Pipe (CIP), Polyvinyl Chloride Pipe (PVC) and Acrylonitrile Butadiene Styrene (ABS). The majority of sanitary sewer main is VCP with nearly 50 miles installed. VCP has a life expectancy of 60-75 years, and the mains in Columbia Heights were installed between 1927 and 1970. VCP, when laid properly is a very good option for sanitary sewer mains. However, it can be brittle, joints can become weak and issues can start to impede maintenance and routine flows. Tree root intrusion and inflow/infiltration are common problems with VCP. As a result of these issues routine maintenance has been established to ensure the proper operation of the sanitary sewer system. All mains are cleaned at a minimum every 3 years, and much of the City is cleaned every year. Inspections of the sanitary sewers are continually ongoing, but not all sewer lines have been inspected. As a result of the systematic and regular cleaning and inspection, the City has seen a decrease in sanitary sewer backup complaints.

Many options exist for repair or replacing sanitary sewer mains. The easiest and most cost effective method is to contract out the installation of Cured-In Place Pipe (CIPP), also called sewer lining. CIPP is comprised of a resin impregnated felt liner that is installed using forced steam, or hot water. The heat of the steam/water pushes the liner tight up against the existing pipe wall and activates the epoxy resin, curing it until it is as hard and strong as PVC pipe. A lined pipe can be considered new and has a life expectancy of greater than 50 years. Through the continued installation of CIPP in the sanitary sewer system, the life of existing pipes can be doubled and construction and maintenance costs can be low. Typically 8" CIPP installation cost is less than \$25.00/linear foot; a 300 foot segment of 8" main (typical in town) will cost less than \$7,500 to line.

Maintenance reports and inspection records are used to determine which pipes need to be repaired and replaced on an annual basis. The structural condition of the sanitary sewer main is the largest contributing factor in deciding which to repair, but root intrusion and inflow/infiltration also are considered. The pipes identified for CIPP lining in 2021 have been inspected and found to have structural issues, and/or significant amounts of root intrusion and inflow/infiltration. These repairs will help reduce required maintenance, the cost of treating inflow/infiltration, and costly sanitary sewer backups. Similar issues have been identified in the pipes scheduled for 2022 and 2023.

Due to the combined weighting of maintenance records and inspection reports, staff is recommending replacement for the next 3-year cycle at the locations shown on the attached map.

RECOMMENDED MOTION(S):














MOTION: Accept the 3-year program for years 2021 -2023 for the Water Main Replacement Program and Sanitary Sewer Lining Program.

ATTACHMENT(S): Maps

WATER SYSTEM MAIN REPLACEMENT 2021-2023

Legend

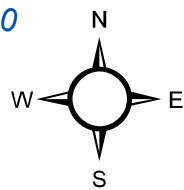
Valves

-  Hydrant Lead Valves
-  Main Valves
-  2021 Water Main Replacement - 2,400 Ft.
-  2022 Water Main Replacement Pierce & Lincoln - 1,200 Ft.
-  2022 Water Main Replacement 37th - Buchanan to Polk - 1,000 Ft.
-  2022 Water Main Replacement 37th - Central to Polk - 1,000 Ft.
-  2023 No Water Main Replacement
-  Future Water Main Replacement Needs - 39,281 Ft.
-  Lined Water Main
-  Water Main
-  Water Pressure Zone
-  City Limits
-  Right of Way

Map Date: December 14, 2020

1:3,903

1 inch = 325 feet

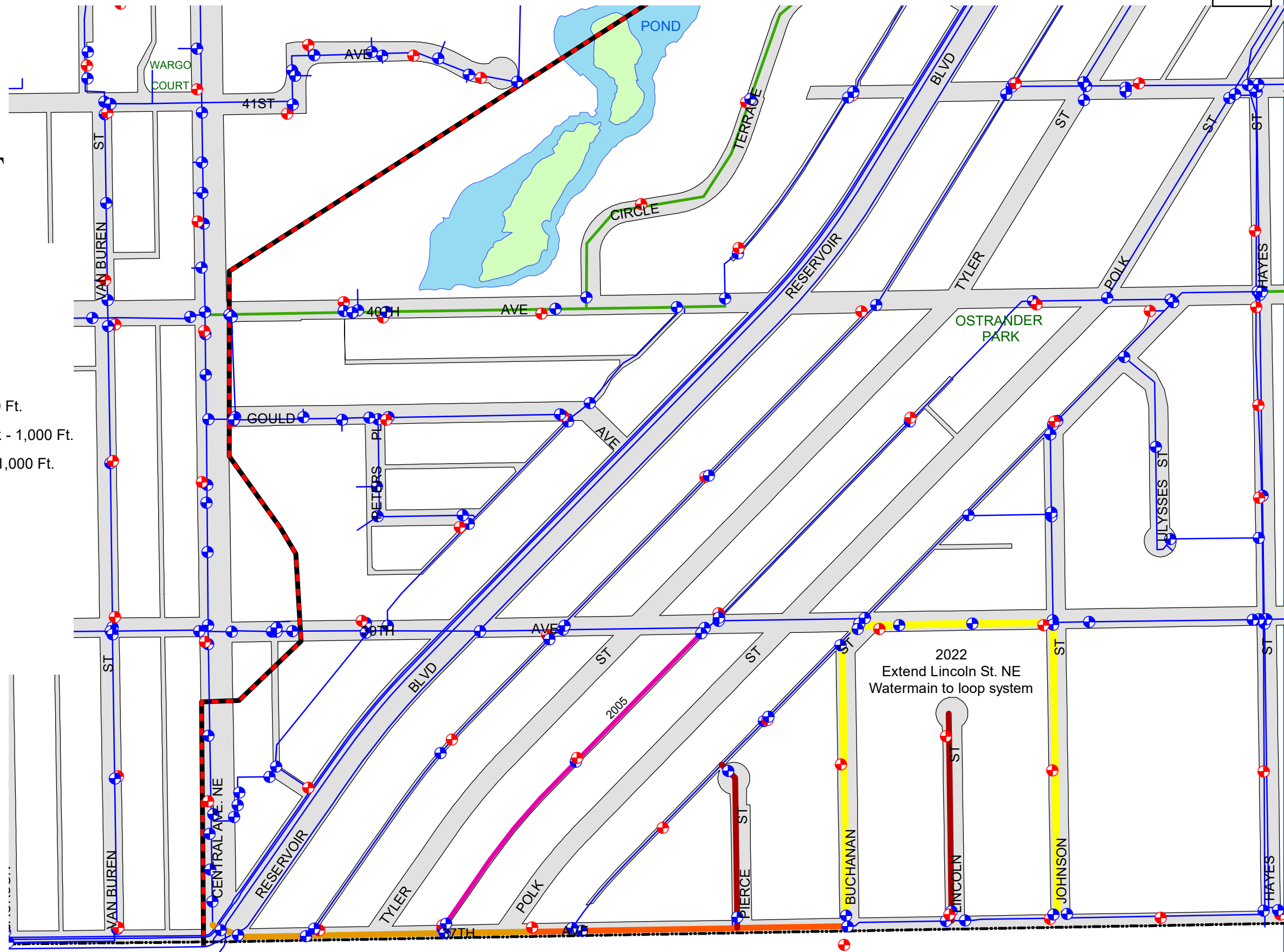


Map Sources - Columbia Heights:

Public Works
Engineering
GIS



NEAPOLIS





**COLUMBIA
-HEIGHTS-**
2016 ALL-AMERICA CITY

Sanitary Sewer System Proposed Lining by Year

Legend

• Sanitary Manholes

— Completed Sanitary Lining

Lining Year

— 2023 and Beyond

— 2021 - 6,322 LF

— 2022 - 5,935 LF

— 2022 - Central Ave Pipe Replacement

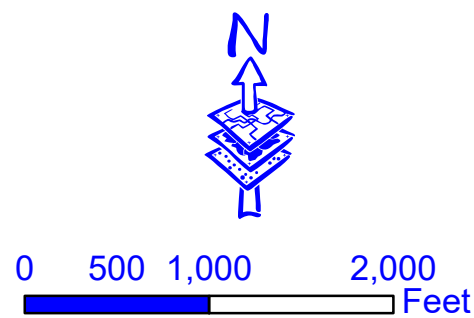
— 2023 - Estimated 6,000 LF

□ Right Of Way

□ Sanitary Zone 1

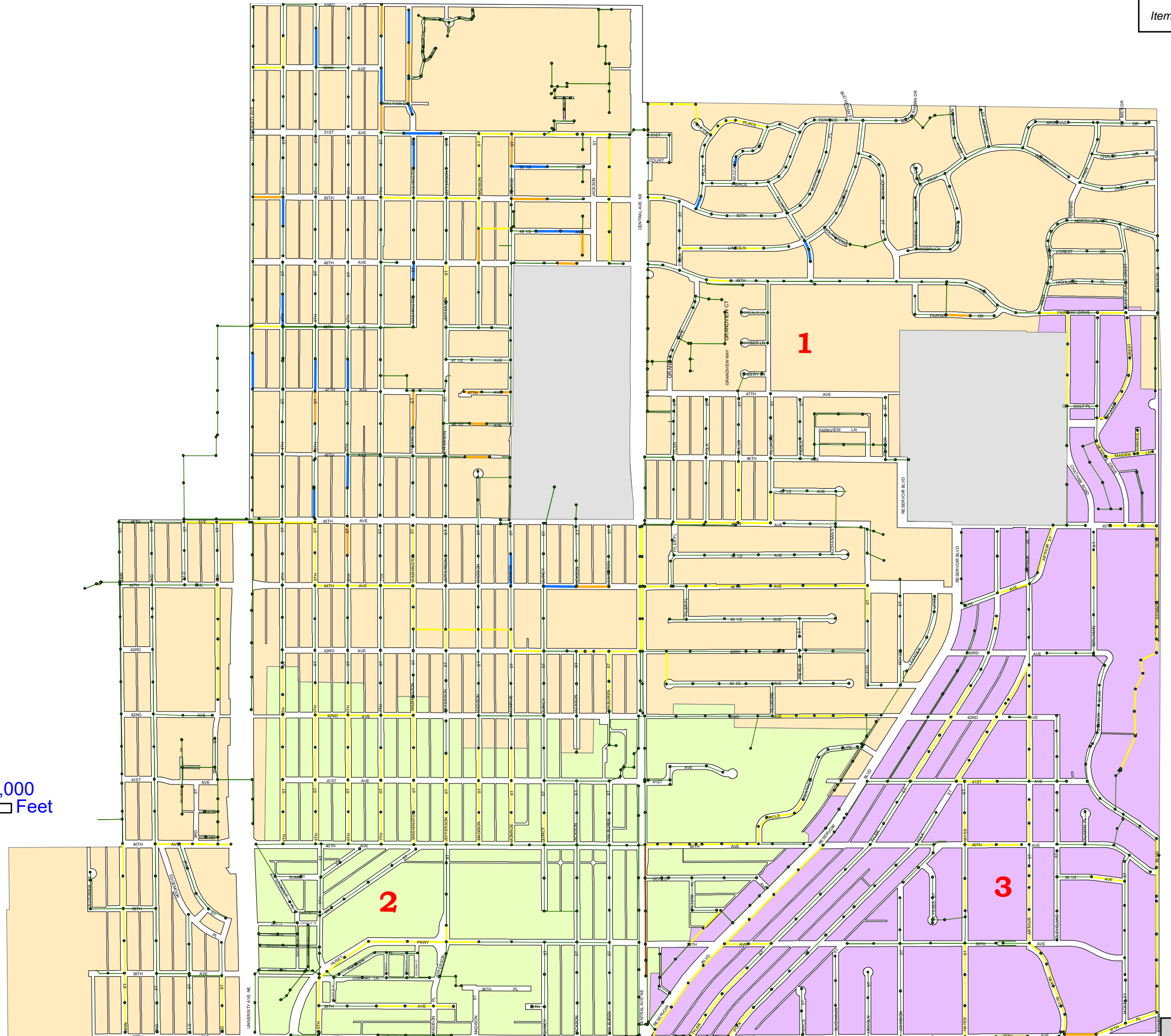
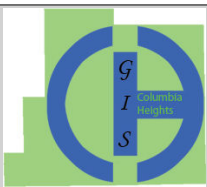
□ Sanitary Zone 2

□ Sanitary Zone 3



Map Update: January 2021

Map Sources - Columbia Heights:
Public Works
Engineering
GIS



AGENDA SECTION	CONSENT
MEETING DATE	FEBRUARY 8, 2021

ITEM:	Accept Proposals and Award Contract for Consulting Services for the MSC Master Plan, Project No. 2111	
DEPARTMENT:	Public Works	BY/DATE: Kevin Hansen, 2/5/21
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 type="checkbox"/> Excellent Housing/Neighborhoods	
<input type="checkbox"/> Equity and Affordability	<input checked="" type="checkbox"/> Strong Infrastructure/Public Services	
<input type="checkbox"/> Opportunities for Play and Learning	<input type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population	

BACKGROUND: In the 2021 Public Works approved budget, the creation of a Master Plan for the Municipal Service Center (MSC) was provided in Fund 411, Capital Government Buildings. The creation of a MSC Master Plan will establish a plan for future operations and would provide a detailed analysis of the building structure and components, a critical review of Public Works operations at the current site, a comparison of renovation versus new construction, site layouts, cost estimates, and would involve:

- Data Collection and Review:
 - Review of available information from the City, including building plans, renovation plans, reports and GIS data.
 - Conduct on-site review of Public Works Site. The Public Works Site is considered as two physically separate areas: MSC Facility and Rear Lot.
 - Conduct an operation review of Public Works Site. Review how the buildings are used, the adequacy of offices and meeting rooms, adequacy of storage space for equipment and materials, how open space is used and how staff utilizes the space.
 - Meet with key staff for additional information/input on Public Works site operations, uses and issues.
- Conduct a facility condition analysis: Based on the information available and on-site investigation/review, provide a detailed analysis of the condition of the complete MSC Facility. Items to include but not limited to are the roof system, HVAC system, electrical system, building envelope, interior and exterior lighting, ADA, and mechanical equipment.
 - Cold storage buildings (2) – Based on the information available and on-site investigation/review, provide a detailed analysis of the condition of the two cold storage buildings. Items to include are the roof, all exterior walls and doors, interior floor, ADA, and lighting. Include adequacy of storage of equipment and materials in each cold storage building.
- Based on the operation analysis and facility condition analysis, provide a detailed report with evaluation and recommendations for the current facility and uses. Provide a recommendation for major renovation of the existing facility versus new construction, with supporting

documentation and considering ‘Best Management Practices’. Include site layouts, cost estimates, and recommendations.

- Include as an additional layout utilization of the SACA property located adjacent to the MSC on 38th Avenue.
- The parking lot located at the NE corner of the rear lot is currently leased out, lease expires in 2027. Include a narrative and layouts, if required, of the benefit to Public Works of utilizing this space.
- Provide an evaluation of the closure and relocation of Madison Street from 37th to 38th Avenues. A potential relocation would be moving it to a north-south alignment on the east property line of the rear lot. Under any relocation scenario, 38th Avenue is to remain open and accessible. Connecting 38th Avenue east to Quincy is not an option for consideration.
- Include a narrative addressing staging during renovation or construction for the recommended option. How continuity is provided for Public Works operations during construction.
- Develop a detailed cost estimate based on the option.

Staff contacted/invited smaller firms that specialize in Public Works Buildings and operations:

- HCM Architects
- Kodet Architectural Group, Ltd.
- Oertel Architects

Public Works staff reviewed the proposals and scored them based on the evaluation and selection factors as detailed in the Master Plan Request for Proposals. Based on the proposal reviews (without fees) the firms of HCM and Oertel ranked equivalent. Considering the proposal fees provides the firm of Oertel Architects with the highest overall score.

Oertel:	\$52,650
HCM:	\$67,450

STAFF RECOMMENDATION: Accept the proposal from Oertel Architects for the preparation of MSC Master Plan in the amount of \$52,650. Funding will be provided from the General Government Building Fund 411.

RECOMMENDED MOTION(S):

MOTION: Move to award the professional services contract for the preparation of a MSC Master Plan, Project 2111, to the firm of Oertel Architects based upon their proposal dated February 3rd, 2021 for a not to exceed fee of \$52,650, plus reimbursables, appropriated from Fund 411-52111-3050.



AGENDA SECTION	CONSENT
MEETING DATE	FEBRUARY 8, 2021

ITEM:	Resolution 2021-16 Approving Plans and Specifications and Ordering Advertisement for Bids for 3939 Central Avenue Monopole Telecommunication Tower, City Project 2014									
DEPARTMENT:	Public Works	BY/DATE: Kevin Hansen, 2/4/21								
CITY STRATEGY: <i>(please indicate areas that apply by adding a bold "X" in front of the selected text below)</i>										
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">_ Safe Community</td> <td style="width: 50%;">_ Diverse, Welcoming "Small-Town" Feel</td> </tr> <tr> <td>_ Economic Strength</td> <td>_ Excellent Housing/Neighborhoods</td> </tr> <tr> <td>_ Equity and Affordability</td> <td>X Strong Infrastructure/Public Services</td> </tr> <tr> <td>_ Opportunities for Play and Learning</td> <td>_ Engaged, Multi-Generational, Multi-Cultural Population</td> </tr> </table>			_ Safe Community	_ Diverse, Welcoming "Small-Town" Feel	_ Economic Strength	_ Excellent Housing/Neighborhoods	_ Equity and Affordability	X Strong Infrastructure/Public Services	_ Opportunities for Play and Learning	_ Engaged, Multi-Generational, Multi-Cultural Population
_ Safe Community	_ Diverse, Welcoming "Small-Town" Feel									
_ Economic Strength	_ Excellent Housing/Neighborhoods									
_ Equity and Affordability	X Strong Infrastructure/Public Services									
_ Opportunities for Play and Learning	_ Engaged, Multi-Generational, Multi-Cultural Population									

Background: As part of the negotiated settlement for the removal of the cell towers for the 3989 Central Avenue acquisition, the City will be constructing a monopole communication tower at the library site at 3939 Central Avenue to relocate AT&T. The tower will be owned by the City and managed by Crown Castle in accordance with the settlement agreement.

ANALYSIS/CONCLUSION: At the October 5, 2020 special council meeting, the Council approved a contract with the consulting firm of SEH for the design of the new tower, preparation of legal descriptions for the site lease, preparation of an ALTA survey, preparation of preliminary plans and construction plans, preparation of the site layout, and assisting the City with the CUP approvals. Final plans and specifications for the 3939 Telecommunication Tower project are now substantially complete. The bid opening is scheduled for Tuesday, March 16, 2021 with City Council award on March 22, 2021.

Attached is a site plan depicting the location, fencing and access, and a tower drawing indicating its height and potential number of carriers.

The new tower will be funded by Anoka County's economic development fund for special projects.

RECOMMENDED MOTION(S):
MOTION: Move to waive the reading of Resolution 2021-16, there being ample copies available to the public. MOTION: Move to adopt Resolution 2021-16 approving Plans and Specifications and ordering Advertisement for Bids for 3939 Central Avenue Monopole Telecommunication Tower, City Project 2014.

ATTACHMENT(S): Resolution 2021-16
Drawings (2)

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

WHEREAS, pursuant to a Professional Services Agreement, the firm of SEH Inc. has prepared plans and specifications for a monopole communication tower to be located at 3939 Central Avenue.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF COLUMBIA HEIGHTS, MINNESOTA

1. Such plans and specifications identified as 3939 Central Avenue Monopole Telecommunication Tower, City Project 2014 are hereby approved.

2. The City Clerk shall prepare and cause to be inserted in the official paper and in a trade journal an advertisement for bids upon making of such improvement under such approved plans and specifications. The advertisement shall be published a minimum of three weeks prior to the bid opening, shall specify the work to be done, shall state that bids will be received by representatives of the City Council of Columbia Heights until 10:00 a.m. on Tuesday, March 16, 2021 at which time they will be publicly opened at the place designated, will then be tabulated and will be considered by the City Council on Monday, March 22, 2021 in the Council Chambers. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, bid bond, or certified check payable to the City of Columbia Heights for 5 percent of the amount of such bid.

ORDER OF COUNCIL

Passed this 8th day of February, 2021

Offered by:

Seconded by:

Roll Call:

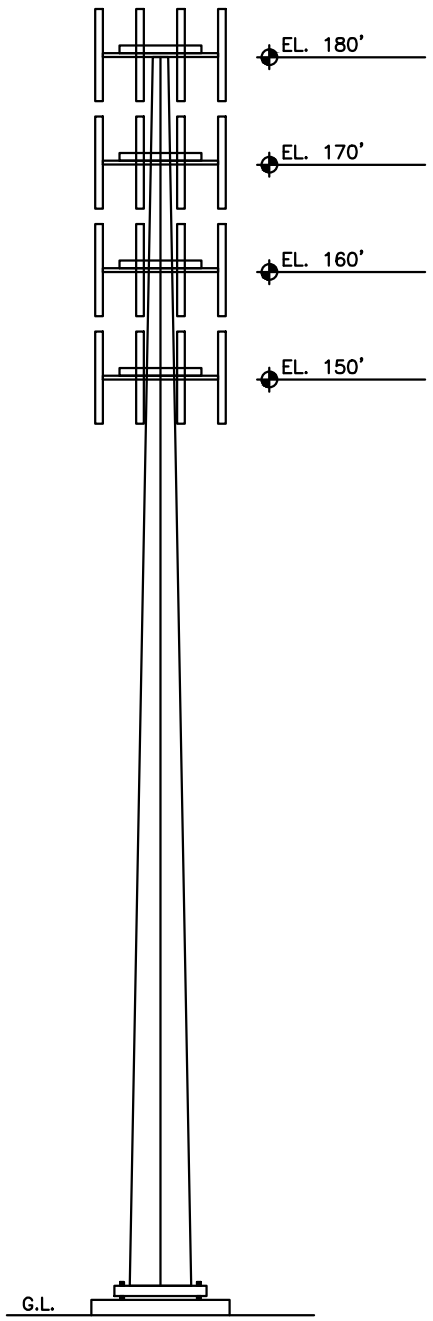
Amáda Márquez Simula, Mayor

Attest:


Nicole Tingley, City Clerk/Council Secretary

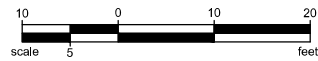
NOTES:

- 1) ANTENNA FEED LINES RUN INSIDE POLE.
- 2) ALL DIMENSIONS ARE ABOVE GROUND LEVEL, UNLESS OTHERWISE SPECIFIED.
- 3) WEIGHTS SHOWN ARE ESTIMATES. FINAL WEIGHTS MAY VARY.
- 4) MONOPOLE TO BE DESIGNED UNDER CARRIER EQUIPMENT LOADING FINAL 012121 SPEC SHEET.
- 5) FULL HEIGHT STEP BOLTS.



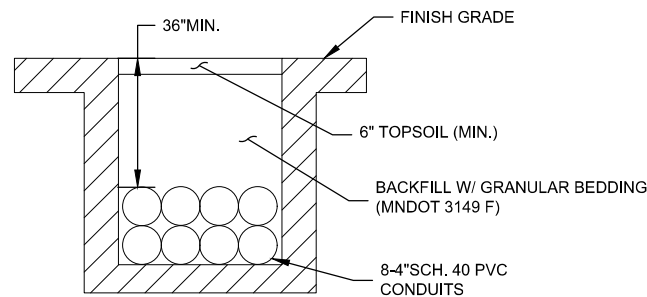
FILE NAME: X:\AE\C\COLHT\157649\5-FINAL-DSGN\51-DRAWINGS\20-STRUCT\51 - MONPOLE.DWG

DESIGNED JRB	 <p>3535 VADNAIS CENTER DR. ST. PAUL, MINNESOTA 55110 PHONE: 1.651.490.2000 www.sehinc.com</p>	<p>TELECOMMUNICATIONS TOWER 3939 CENTRAL AVENUE COLUMBIA HEIGHTS, MN</p> <p>MONOPOLE</p>	PROJ/CONTR NO
DRAWN JRB			SEH PROJECT NO 157649
DATE 01/18/21			S1
		1 OF 66	

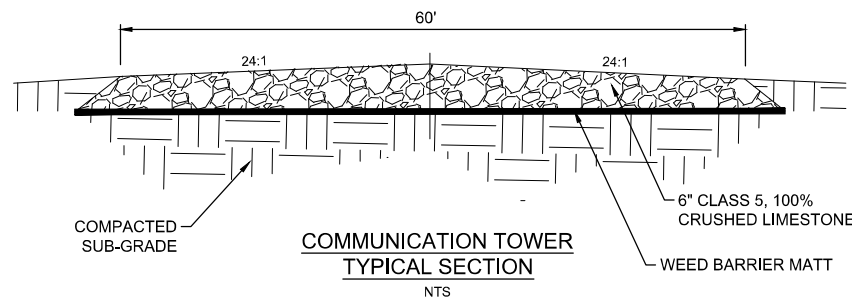


- NOTES:**
- CONTRACTOR TO VERIFY ALL UTILITY LOCATIONS PRIOR TO COMMENCING EXCAVATION.
 - RESTORE ALL DISTURBED AREAS WITH 6" MIN. TOPSOIL AND HYDROSEED WITH THE FOLLOWING MATERIALS AND RATES:
 - SEED MIXTURE = MNDOT 25-131 (RATE OF 240 LBS PER ACRE)
 - HYDRAULIC MULCH = MNDOT 3884.B.2 (350 LBS PER 1,000 GAL OF SLURRY)
 - WATER = (875 GAL PER 1,000 GAL OF SLURRY)
 - FERTILIZER = MNDOT TYPE 3 SLOW RELEASE FERTILIZER. NPK: 20-0-10 (150 LBS PER ACRE)
 - ACCESS ROAD SHALL FOLLOW EXISTING SITE ELEVATION/GRADE PER TYPICAL ACCESS ROAD SECTION SHOWN ON THIS PAGE.

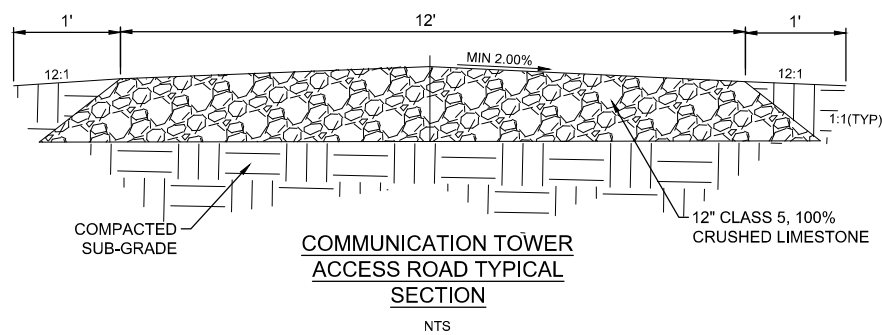
- 12" -100% CLASS 5 CRUSHED LIMESTONE ACCESS ROAD
- CONSTRUCTION LIMITS
- SILT FENCE & BIO ROLL
- CLEAR & GRUB TREE LINE



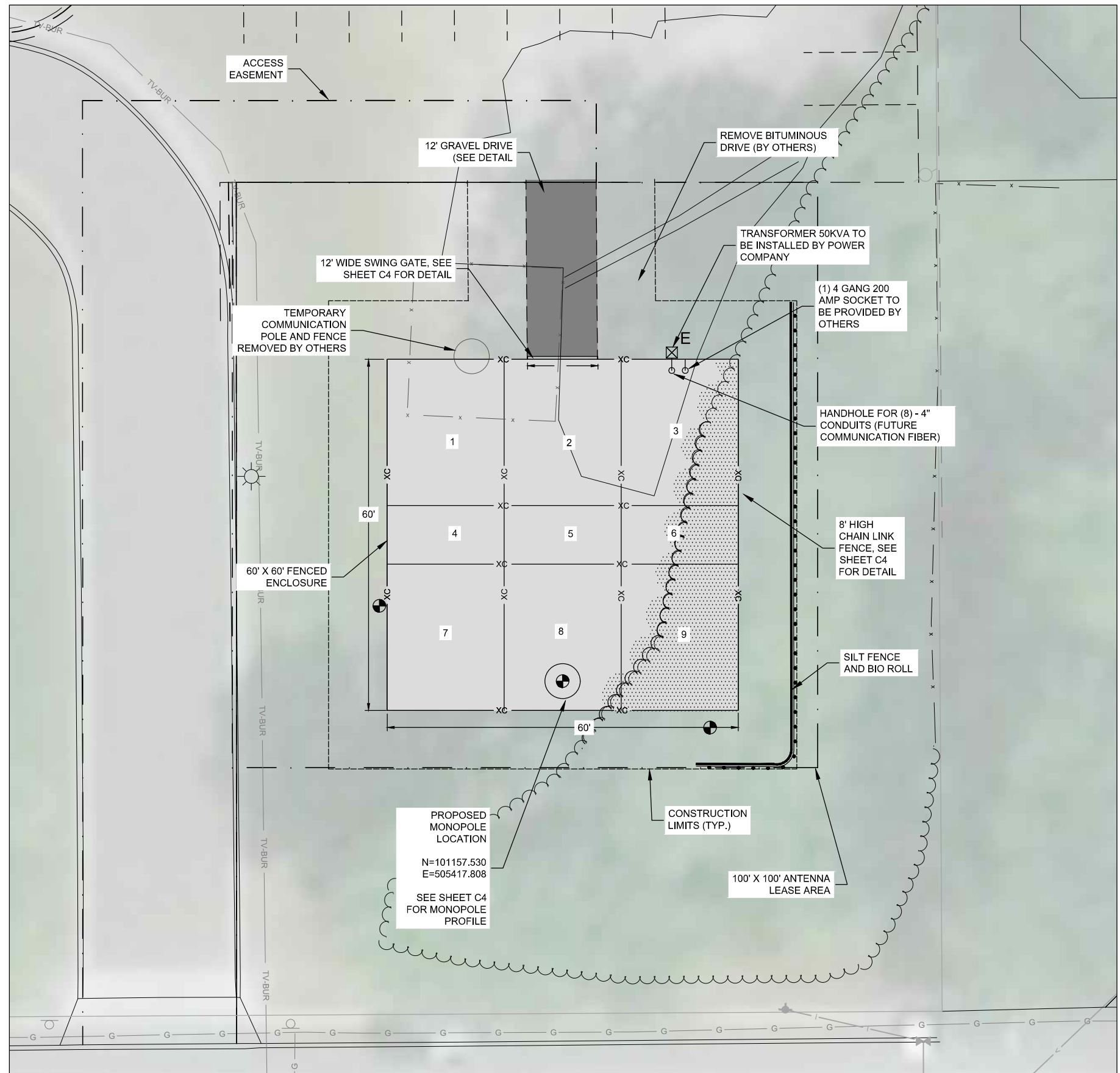
CONDUIT TRENCH (8 BANK)
NTS



COMMUNICATION TOWER TYPICAL SECTION
NTS



COMMUNICATION TOWER ACCESS ROAD TYPICAL SECTION
NTS



X:\AEC\COLHT157649\5-final-dgn\51-drawings\10-Civil\colht157649SITE.dwg 11/5/2020 6:17 PM hounnigham



AGENDA SECTION	CONSENT
MEETING DATE	FEBRUARY 8, 2020

ITEM:	License Agenda		
DEPARTMENT:	COMMUNITY DEVELOPMENT	BY/DATE:	FEB 03, 2021
CITY STRATEGY: <i>(please indicate areas that apply by adding a bold "X" in front of the selected text below)</i>			
<input checked="" type="checkbox"/> Safe Community		<input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel	
<input type="checkbox"/> Economic Strength		<input 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:

Attached is the business license agenda for the February 08, 2021 Council meeting. This agenda consists of applications for 2021 Contractor Licenses and an Ice Cream Truck License. At the top of the license agenda you will notice a phrase stating *Signed Waiver Form Accompanied Application. This means 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 February 08, 2021 as presented.

ATTACHMENT(S):

- 1. License Agenda

License Agenda 2-8-2021

Item 12.

TO CITY COUNCIL Feb 08, 2021

*Signed Waiver Form Accompanied Application

CONTRACTOR LICENSES- 2021

SPI MECHANICAL	1116 LINCOLN ST NE, MINNEAPOLIS	\$80.00
*RON'S MECHANICAL	2026 COLBURN DRIVE, SHAKOPEE	\$80.00
*FIRESIDE HEARTH & HOME	7571 215 TH ST W, LAKEVILLE	\$80.00
*WENZEL HEATING & AIR	4145 OLD SIBLEY HWY, EAGAN	\$80.00
*GILBERT MECHANICAL	5251 W 74 TH ST, EDINA	\$80.00
*HOVDE PLUMBING & HEATING INC	2222 EDGEWOOD AVE, MINNEAPOLIS	\$80.00
*TIM'S QUALITY PLUMBING	225 CTY RD 81, OSSEO	\$80.00
*SABRE PLUMBING HEATING & AC	15535 MEDINA RD, PLYMOUTH	\$80.00
*CENTRAL MINNESOTA TREE	480 RICE CREEK BLVD, FRIDLEY	\$80.00
*MINNESOTA TREE EXPERTS	7527 OLIVER AVE N, BROOKLYN PARK	\$80.00

ICE CREAM TRUCK LICENSE

*NAFIE ICE CREAM	1000 LYNDE DR NE, FRIDLEY	\$50.00
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CITY OF COLUMBIA HEIGHTS
FINANCE DEPARTMENT

COUNCIL MEETING OF: February 8, 2021

STATE OF MINNESOTA
COUNTY OF ANOKA
CITY OF COLUMBIA HEIGHTS

Motion: Move that in accordance with Minnesota Statutes the City Council has reviewed the enclosed list of claims paid by check and by electronic funds transfer in the amount of \$3,223,650.66.

ACS FINANCIAL SYSTEM
02/04/2021 10:52:52 Vendor Payment Journal Report

CITY OF COLUMBIA HEIGHTS
GL050S-V08.15 COVERPAGE
GL540R

Report Selection:

Optional Report Title.....PRT EXP ACCT IN PLACE OF AP

INCLUSIONS:

Fund & Account.	thru
Check Date.....	thru
Source Codes.....	thru
Journal Entry Dates.....	thru
Journal Entry Ids.....	thru
Check Number.....	184190 thru 184369
Project.....	thru
Vendor.....	thru
Invoice.....	thru
Purchase Order.....	thru
Bank.....	thru
Totals Only?.....	N
1099 Vendors Only?.....	N
Lower Dollars Limit.....	
Create Excel file & Download	N

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
L		01			Y	S	6	066	10	Y	Y	

Vendor Payment Journal Report
PRT EXP ACCT IN PLACE OF AP

VENDOR NAME AND NUMBER		CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
A & C SMALL ENGINE				003105							
	184190	01/28/21	INNERTUBE #0511	9.88			0042869		D -	GARAGE INVENTORY	701.00.14120
AID ELECTRIC SERVICE INC				003890							
	184191	01/28/21	*20* REPLACE BALLAST	139.00			64329		D -	BUILDING MAINT:C	240.45500.4020
AK MATERIAL HANDLING SYS				028730							
	184267	02/04/21	PALLET RACK SYSTEM	1,002.96			S1087944		D -	MINOR EQUIPMENT	101.45200.2010
ALCOHOL & GAMBLING ENFOR				003825							
	184192	01/28/21	2021 COMSUMPTION PERMIT	250.00			5317		D -	TAXES & LICENSES	101.45129.4390
ALEX AIR APPARATUS INC				002435							
	184193	01/28/21	COMPRESSOR SVC,AIR TEST	901.78			3641		D -	REPAIR & MAINT.	101.42200.4000
AM CRAFT SPIRITS SALES&				027395							
	184194	01/28/21	011921 INV	238.00			11855		D -	INVENTORY - LIQU	609.00.14500
	184194	01/28/21	011921 DEL	3.00			11855		D -	DELIVERY	609.49791.2199
				241.00							
			VENDOR TOTAL	241.00							
							*CHECK TOTAL				
AMERICAN BOTTLING COMPAN				000231							
	184268	02/04/21	012121 INV	294.84			3562611577		D -	INVENTORY - LIQU	609.00.14500
	184268	02/04/21	012021 INV	446.75			357572205		D -	INVENTORY - LIQU	609.00.14500
				741.59							
			VENDOR TOTAL	741.59							
							*CHECK TOTAL				
ANGSTROM ANALYTICAL INC				008380							
	184195	01/28/21	ASBESTOS SRVY 1002 40TH	650.00			4307	011321	P D -	EXPERT & PROFESS	408.46314.3050
ANOKA COUNTY TREASURER				000330							
	184196	01/28/21	ACRED ANN COST SHARING	1,156.00			EC010421G	201929	P D -	EXPERT & PROFESS	202.46355.3050
ANOKA INDEPENDENT GRAIN				027885							
	184269	02/04/21	20 STRAW BALES	120.00			155916		D -	GENERAL SUPPLIES	101.41110.2171
ARAMARK UNIFORM & CAREER				000245							
	184197	01/28/21	011421 UNIFORM RENTAL	70.92			1004960691		D -	UNIFORMS	701.49950.2172
	184197	01/28/21	011421 UNIFORM RENTAL	43.61			1004960693		D -	UNIFORMS	101.45200.2172
	184197	01/28/21	011421 UNIFORM RENTAL	34.15			1004960694		D -	UNIFORMS	602.49450.2172
	184197	01/28/21	011421 UNIFORM RENTAL	31.67			1004960695		D -	UNIFORMS	601.49430.2172
	184197	01/28/21	011421 UNIFORM RENTAL	7.41			1004960696		D -	UNIFORMS	604.49650.2172
	184197	01/28/21	011421 UNIFORM RENTAL	41.25			1004960698		D -	UNIFORMS	101.43121.2172
	184197	01/28/21	011921 MOPS,MATS,TOWELS	94.93			1004963937		D -	BUILDING MAINT:C	609.49791.4020
	184197	01/28/21	011921 MOPS,MATS,TOWELS	106.69			1004964492		D -	BUILDING MAINT:C	609.49793.4020
				430.63							
							*CHECK TOTAL				
	184270	02/04/21	012121 MOPS,MATS,TOWELS	87.01			1004965845		D -	BUILDING MAINT:C	609.49792.4020

Vendor Payment Journal Report
PRT EXP ACCT IN PLACE OF AP

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
ARAMARK UNIFORM & CAREER 000245														
	184270	02/04/21	012621 MOPS,MATS,TOWELS	94.93		1004969023		D	-				BUILDING MAINT:C	609.49791.4020
	184270	02/04/21	012621 MOPS,MATS,TOWELS	39.74		1004969344		D	-				BUILDING MAINT:C	609.49793.4020
				221.68										
			VENDOR TOTAL	652.31		*CHECK TOTAL								
ARTISAN BEER COMPANY 022245														
	184271	02/04/21	011421 INV	828.85		3454598		D	-				INVENTORY - LIQU	609.00.14500
ASPEN MILLS, INC. 000430														
	184198	01/28/21	*20* PNTS,MOCKNECK,GLVS	222.55		266903		D	-				UNIFORMS	101.42100.2172
	184272	02/04/21	*20* BOOTS,JCKTS,SHRT,PN	848.54		266634		D	-				UNIFORMS	101.42100.2172
	184272	02/04/21	*20* CLASS A UNIFORMS	8,688.15		266897		D	-				UNIFORMS	101.42200.2172
	184272	02/04/21	*20* BOOTS,PATCHES,EMB	210.60		266902		D	-				UNIFORMS	101.42100.2172
	184272	02/04/21	*20* PANTS,BELT,BOOTS TW	265.40		266904		D	-				UNIFORMS	101.42100.2172
	184272	02/04/21	*20* JACKET PATCHES	27.70		266905		D	-				UNIFORMS	101.42100.2172
	184272	02/04/21	*20* MASTER SGT CHEVRONS	385.00		266906		D	-				UNIFORMS	101.42100.2172
				10,425.39										
			VENDOR TOTAL	10,647.94		*CHECK TOTAL								
ASSOC OF METRO MUNICIPAL 000440														
	184199	01/28/21	2021 MEMBERSHIP	7,297.00		725	067681	F	D	-			SUBSCRIPTION, ME	101.41110.4330
ATLAS TOYOTA MATERIAL HA 028340														
	184273	02/04/21	WATER SYSTEM EXIDE	733.81		S0078104		D	N	01			MINOR EQUIPMENT	701.49950.2010
BAKER & TAYLOR 000525														
	184200	01/28/21	BOOKS	30.41		2035693340	004094	P	D	-			BOOKS	240.45500.2180
	184200	01/28/21	BOOK	4.54		2035702936	004094	P	D	-			BOOKS	240.45500.2180
	184200	01/28/21	BOOK	16.06		2035705284	004048	P	D	-			BOOKS	240.45500.2180
	184200	01/28/21	BOOK	15.51		2035705284	004063	P	D	-			BOOKS	240.45500.2180
	184200	01/28/21	BOOK	12.78		2035705284	004067	P	D	-			BOOKS	240.45500.2180
	184200	01/28/21	BOOK	14.37		2035705284	004075	P	D	-			BOOKS	240.45500.2180
	184200	01/28/21	BOOK	5.19		2035705284	004080	P	D	-			BOOKS	240.45500.2180
	184200	01/28/21	BOOK	11.02		2035705284	004085	P	D	-			BOOKS	240.45500.2180
	184200	01/28/21	BOOKS	8.30		2035705284	004086	P	D	-			BOOKS	240.45500.2180
	184200	01/28/21	BOOK	5.19		2035705284	004087	P	D	-			BOOKS	240.45500.2180
	184200	01/28/21	BOOKS	109.15		2035705284	004088	P	D	-			BOOKS	240.45500.2180
	184200	01/28/21	BOOKS	18.80		2035705284	004089	P	D	-			BOOKS	240.45500.2180
	184200	01/28/21	BOOK	9.74		2035705284	004090	P	D	-			BOOKS	240.45500.2180
	184200	01/28/21	BOOK	9.41		2035705284	004091	P	D	-			BOOKS	240.45500.2180
	184200	01/28/21	BOOKS	39.18		5016642285	004093	P	D	-			BOOKS	240.45500.2180
	184200	01/28/21	BOOK	141.62		5016654242	004093	P	D	-			BOOKS	240.45500.2180
	184200	01/28/21	BOOK	26.04		5016667948	004093	P	D	-			BOOKS	240.45500.2180
				477.31										
			VENDOR TOTAL	477.31		*CHECK TOTAL								

Vendor Payment Journal Report
PRT EXP ACCT IN PLACE OF AP

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
BARNES & NOBLE INC 010925	184274	02/04/21	TEEN BOOK CLUB BOOKS	127.50		4063631	626361	F D -	PROGRAM SUPPLIES	262.45017.2170
BELANGER/BRIANNA .03273	184275	02/04/21	LED DIODES,3V BATTERIES	12.97		111-0329529-24		D -	PROGRAM SUPPLIES	262.45017.2170
BELLBOY BAR SUPPLY 004955	184201	01/28/21	STATE USE TAX	0.88	CR	0102650900		D -	STATE USE TAX	101.00.20815
	184201	01/28/21	012121 INV	218.32		0102650900		D -	INVENTORY - LIQU	609.00.14500
	184201	01/28/21	012120 BAGS,SIGNS	254.01		0102650900		D -	GENERAL SUPPLIES	609.49791.2171
				471.45		*CHECK TOTAL				
	184276	02/04/21	012121 INV	55.85		0102651000		D -	INVENTORY - LIQU	609.00.14500
	184276	02/04/21	012121 BAGS	90.75		0102651000		D -	GENERAL SUPPLIES	609.49792.2171
	184276	02/04/21	012721 INV	43.95		0102686200		D -	INVENTORY - LIQU	609.00.14500
	184276	02/04/21	012721 BAGS	124.60		0102686200		D -	GENERAL SUPPLIES	609.49791.2171
				315.15		*CHECK TOTAL				
			VENDOR TOTAL	786.60						
BELLBOY CORPORATION 000595	184202	01/28/21	011321 INV	319.95		0087577200		D -	INVENTORY - LIQU	609.00.14500
	184202	01/28/21	011321 DEL	5.40		0087577200		D -	DELIVERY	609.49792.2199
				325.35		*CHECK TOTAL				
	184277	02/04/21	012021 INV	188.00		0087680700		D -	INVENTORY - LIQU	609.00.14500
	184277	02/04/21	012021 DEL	5.40		0087680700		D -	DELIVERY	609.49792.2199
	184277	02/04/21	012021 INV	554.45		0087680800		D -	INVENTORY - LIQU	609.00.14500
	184277	02/04/21	012021 DEL	6.75		0087680800		D -	DELIVERY	609.49791.2199
	184277	02/04/21	012021 INV	244.00		0087680900		D -	INVENTORY - LIQU	609.00.14500
	184277	02/04/21	012021 DEL	6.75		0087680900		D -	DELIVERY	609.49791.2199
	184277	02/04/21	012021 INV	1,742.35		0087681000		D -	INVENTORY - LIQU	609.00.14500
	184277	02/04/21	012021 DEL	16.20		0087681000		D -	DELIVERY	609.49791.2199
	184277	02/04/21	012721 INV	94.00		0087781100		D -	INVENTORY - LIQU	609.00.14500
	184277	02/04/21	012721 DEL	2.70		0087781100		D -	DELIVERY	609.49792.2199
	184277	02/04/21	012721 INV	893.95		0087781800		D -	INVENTORY - LIQU	609.00.14500
	184277	02/04/21	012721 DEL	12.15		0087781800		D -	DELIVERY	609.49792.2199
	184277	02/04/21	012721 INV	94.00		0087781900		D -	INVENTORY - LIQU	609.00.14500
	184277	02/04/21	012721 DEL	2.70		0087781900		D -	DELIVERY	609.49791.2199
				3,863.40		*CHECK TOTAL				
			VENDOR TOTAL	4,188.75						
BERGMAN LEDGE LLC 028145	184278	02/04/21	011221 INV	110.00		E-2465		D -	INVENTORY - LIQU	609.00.14500
	184278	02/04/21	012021 INV	420.00		E-2508		D -	INVENTORY - LIQU	609.00.14500
				530.00		*CHECK TOTAL				
			VENDOR TOTAL	530.00						
BLACK STACK BREWING 025725	184279	02/04/21	011221 INV	276.00		11061		D -	INVENTORY - LIQU	609.00.14500

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
BLICK ART MATERIALS LLC 028285	184280	02/04/21	PAPERCLAY,TEMPERA,BRUSHE	136.51		5450726	142021	F D -	PROGRAM SUPPLIES	262.45017.2170
BLUE WOLF BREWING COMPAN 028705	184203	01/28/21	*20* 121820 INV	76.50		1086		D -	INVENTORY - LIQU	609.00.14500
	184203	01/28/21	*20* 123120 INV	52.50		1098		D -	INVENTORY - LIQU	609.00.14500
				129.00		*CHECK TOTAL				
	184281	02/04/21	012221 INV	105.00		1116		D -	INVENTORY - LIQU	609.00.14500
			VENDOR TOTAL	234.00						
BMJ CORPORATION 020945	184204	01/28/21	PLUGS,COPPER&SPARK-INVEN	79.70		67-116567		D -	GARAGE INVENTORY	701.00.14120
BOURGET IMPORTS LLC 099405	184282	02/04/21	012621 INV	135.84		175304		D -	INVENTORY - LIQU	609.00.14500
	184282	02/04/21	012621 DEL	5.25		175304		D -	DELIVERY	609.49791.2199
				141.09		*CHECK TOTAL				
			VENDOR TOTAL	141.09						
BREAKTHRU BEVERAGE MN BE 024260	184205	01/28/21	011521 INV 744	510.20		1091200570		D -	INVENTORY - LIQU	609.00.14500
	184205	01/28/21	011921 INV 744	9,622.30		1091201108		D -	INVENTORY - LIQU	609.00.14500
				10,132.50		*CHECK TOTAL				
	184283	02/04/21	011221 INV 744	5,421.45		1091199325		D -	INVENTORY - LIQU	609.00.14500
	184283	02/04/21	011321 INV 747	1,412.55		1091199579		D -	INVENTORY - LIQU	609.00.14500
	184283	02/04/21	011921 INV 742	15,943.65		1091201107		D -	INVENTORY - LIQU	609.00.14500
	184283	02/04/21	011921 INV 744	920.00		1091201109		D -	INVENTORY - LIQU	609.00.14500
	184283	02/04/21	012021 INV 747	3,104.00		1091201544		D -	INVENTORY - LIQU	609.00.14500
	184283	02/04/21	012221 INV 742	564.00		1091202687		D -	INVENTORY - LIQU	609.00.14500
	184283	02/04/21	011221 INV 744	23.20CR		2090467815		D -	INVENTORY - LIQU	609.00.14500
	184283	02/04/21	011421 INV 747	3.00CR		2090468147		D -	INVENTORY - LIQU	609.00.14500
	184283	02/04/21	011421 INV 744	18.45CR		2090468166		D -	INVENTORY - LIQU	609.00.14500
	184283	02/04/21	011421 INV 747	14.40CR		2090468241		D -	INVENTORY - LIQU	609.00.14500
	184283	02/04/21	012021 INV 742	136.35CR		2090468838		D -	INVENTORY - LIQU	609.00.14500
	184283	02/04/21	012021 INV 744	110.40CR		2090468860		D -	INVENTORY - LIQU	609.00.14500
	184283	02/04/21	012621 INV 744	65.23CR		2090469421		D -	INVENTORY - LIQU	609.00.14500
	184283	02/04/21	012621 INV 742	35.83CR		2090469454		D -	INVENTORY - LIQU	609.00.14500
				26,958.79		*CHECK TOTAL				
			VENDOR TOTAL	37,091.29						
BREAKTHRU BEVERAGE MN W& 024265	184206	01/28/21	011521 INV 744	715.35		1081228028		D -	INVENTORY - LIQU	609.00.14500
	184206	01/28/21	011521 DEL 744	3.45		1081228028		D -	DELIVERY	609.49792.2199
	184206	01/28/21	011521 INV 747	850.35		1081228030		D -	INVENTORY - LIQU	609.00.14500
	184206	01/28/21	011521 DEL 747	4.79		1081228030		D -	DELIVERY	609.49793.2199
	184206	01/28/21	012221 INV 742	725.20		1081230830		D -	INVENTORY - LIQU	609.00.14500
	184206	01/28/21	012221 DEL 742	11.50		1081230830		D -	DELIVERY	609.49791.2199
				2,310.64		*CHECK TOTAL				

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VENDOR NAME AND NUMBER

CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
BREAKTHRU BEVERAGE MN W& 024265													
184284	02/04/21	011521 INV 744	2,201.16		1081228026		D	-				INVENTORY - LIQU	609.00.14500
184284	02/04/21	011521 DEL 744	13.80		1081228026		D	-				DELIVERY	609.49792.2199
184284	02/04/21	011521 INV 744	700.30		1081228027		D	-				INVENTORY - LIQU	609.00.14500
184284	02/04/21	011521 DEL 744	11.50		1081228027		D	-				DELIVERY	609.49792.2199
184284	02/04/21	012221 INV 742	3,969.75		1081230829		D	-				INVENTORY - LIQU	609.00.14500
184284	02/04/21	012221 DEL 742	28.75		1081230829		D	-				DELIVERY	609.49791.2199
184284	02/04/21	012221 INV 742	1,396.40		1081230831		D	-				INVENTORY - LIQU	609.00.14500
184284	02/04/21	012221 DEL 742	8.05		1081230831		D	-				DELIVERY	609.49791.2199
184284	02/04/21	012221 INV 742	2,524.40		1081230832		D	-				INVENTORY - LIQU	609.00.14500
184284	02/04/21	012221 DEL 742	17.25		1081230832		D	-				DELIVERY	609.49791.2199
184284	02/04/21	012221 INV 742	362.13		1081230833		D	-				INVENTORY - LIQU	609.00.14500
184284	02/04/21	012221 DEL 742	3.55		1081230833		D	-				DELIVERY	609.49791.2199
184284	02/04/21	012221 INV 742	422.10		1081230884		D	-				INVENTORY - LIQU	609.00.14500
184284	02/04/21	012221 DEL 742	4.60		1081230884		D	-				DELIVERY	609.49791.2199
184284	02/04/21	012221 INV 742	8,640.00		1081230885		D	-				INVENTORY - LIQU	609.00.14500
184284	02/04/21	012221 DEL 742	34.50		1081230885		D	-				DELIVERY	609.49791.2199
184284	02/04/21	012221 INV 744	371.80		1081230886		D	-				INVENTORY - LIQU	609.00.14500
184284	02/04/21	012221 DEL 744	4.60		1081230886		D	-				DELIVERY	609.49792.2199
184284	02/04/21	012221 INV 744	137.00		1081230887		D	-				INVENTORY - LIQU	609.00.14500
184284	02/04/21	012221 DEL 744	1.15		1081230887		D	-				DELIVERY	609.49792.2199
184284	02/04/21	012221 INV 744	558.60		1081230888		D	-				INVENTORY - LIQU	609.00.14500
184284	02/04/21	012221 DEL 744	9.20		1081230888		D	-				DELIVERY	609.49792.2199
184284	02/04/21	012221 INV 744	787.50		1081230889		D	-				INVENTORY - LIQU	609.00.14500
184284	02/04/21	012221 DEL 744	6.90		1081230889		D	-				DELIVERY	609.49792.2199
184284	02/04/21	012221 INV 747	104.30		1081230892		D	-				INVENTORY - LIQU	609.00.14500
184284	02/04/21	012221 DEL 747	1.15		1081230892		D	-				DELIVERY	609.49793.2199
184284	02/04/21	012621 INV 744	702.00		1081231994		D	-				INVENTORY - LIQU	609.00.14500
184284	02/04/21	012621 DEL 744	3.45		1081231994		D	-				DELIVERY	609.49792.2199
184284	02/04/21	012921 INV 744	525.00		1081233591		D	-				INVENTORY - LIQU	609.00.14500
184284	02/04/21	012921 DEL 744	4.60		1081233591		D	-				DELIVERY	609.49792.2199
184284	02/04/21	012921 INV 744	264.00		1081233592		D	-				INVENTORY - LIQU	609.00.14500
184284	02/04/21	012921 DEL 744	2.30		1081233592		D	-				DELIVERY	609.49792.2199
184284	02/04/21	011521 INV 744	405.00CR		2080302132		D	-				INVENTORY - LIQU	609.00.14500
184284	02/04/21	011521 DEL 744	1.15CR		2080302132		D	-				DELIVERY	609.49792.2199
			23,415.64		*CHECK TOTAL								
		VENDOR TOTAL	25,726.28										

BROKEN CLOCK BREWING COO 025930

184207	01/28/21	011321 INV	252.00		4645		D	-				INVENTORY - LIQU	609.00.14500
184285	02/04/21	011221 INV	216.00		4675		D	-				INVENTORY - LIQU	609.00.14500
184285	02/04/21	011221 INV	84.00		4676		D	-				INVENTORY - LIQU	609.00.14500
			300.00		*CHECK TOTAL								
		VENDOR TOTAL	552.00										

CAMINOSOFT TECHNOLOGIES 022605

184208	01/28/21	SOFTWARE SUPPORT 2021	639.00		4141		D	-				REPAIR & MAINT.	720.49980.4000
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VENDOR NAME AND NUMBER		CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
CAPITOL BEVERAGE SALES L											
							099247				
	184209	01/28/21	012121	INV	3.88	CR	14710178		D -	INVENTORY - LIQU	609.00.14500
	184209	01/28/21	011421	INV	2,956.54		2501615		D -	INVENTORY - LIQU	609.00.14500
	184209	01/28/21	012121	INV	3,445.09		2504121		D -	INVENTORY - LIQU	609.00.14500
					6,397.75					*CHECK TOTAL	
	184286	02/04/21	011521	INV	5,537.07		2501447		D -	INVENTORY - LIQU	609.00.14500
	184286	02/04/21	012021	INV	15,351.95		2503923		D -	INVENTORY - LIQU	609.00.14500
					20,889.02					*CHECK TOTAL	
				VENDOR TOTAL	27,286.77						
CARDINAL INVESTIGATIONS											
							027680				
	184210	01/28/21	*20*	EMPLOYMENT BKGRND	1,935.00		CHPD2020-7		D N 01	EXPERT & PROFESS	101.42100.3050
CARLSON COMMUNITY SOLAR											
							028630				
	184287	02/04/21	*20*	121720 SOLAR GARDEN	113.27		13247	003048	P D N 01	ELECTRIC	101.41940.3810
	184287	02/04/21	*20*	121720 SOLAR GARDEN	68.13		13247	003048	P D N 01	ELECTRIC	602.49450.3810
	184287	02/04/21	*20*	121720 SOLAR GARDEN	639.41		13247	003048	P D N 01	ELECTRIC	701.49950.3810
	184287	02/04/21	*20*	012221 SOLAR GARDEN	72.76		13345	003048	P D N 01	ELECTRIC	101.41940.3810
	184287	02/04/21	*20*	012221 SOLAR GARDEN	43.76		13345	003048	P D N 01	ELECTRIC	602.49450.3810
	184287	02/04/21	*20*	012221 SOLAR GARDEN	410.71		13345	003048	P D N 01	ELECTRIC	701.49950.3810
					1,348.04					*CHECK TOTAL	
				VENDOR TOTAL	1,348.04						
CARTE GRAPH SYSTEMS INC											
							003615				
	184288	02/04/21		MAPDIRECTOR MAINT RENEW	522.85		BD0001904		D -	REPAIR & MAINT.	101.43100.4000
	184288	02/04/21		PAVEPLUSVIEW MAINT REN	1,238.33		BD0001904		D -	REPAIR & MAINT.	101.43121.4000
	184288	02/04/21		SIGNVIEW MAINT RENEW	990.67		BD0001904		D -	REPAIR & MAINT.	212.43190.4000
					2,751.85					*CHECK TOTAL	
				VENDOR TOTAL	2,751.85						
CENGAGE LEARNING INC											
							009585				
	184211	01/28/21		LARGE PRINT BOOKS	194.18		72832683	004095	P D -	BOOKS	240.45500.2180
	184211	01/28/21		LARGE PRINT BOOKS	54.73		72833253	004096	P D -	BOOKS	240.45500.2180
					248.91					*CHECK TOTAL	
				VENDOR TOTAL	248.91						
CENTER POINT ENERGY											
							004945				
	184289	02/04/21	*20*	011521 8000014661	1,166.45		8000014661-5		D -	GAS	101.41940.3830
	184289	02/04/21	*20*	011521 8000014661	1,156.25		8000014661-5		D -	GAS	101.45129.3830
	184289	02/04/21	*20*	011521 8000014661-5	203.58		8000014661-5		D -	GAS	101.45200.3830
	184289	02/04/21	*20*	011521 8000014661-5	165.43		8000014661-5		D -	GAS	101.45200.3830
	184289	02/04/21	*20*	011521 8000014661-5	17.06		8000014661-5		D -	GAS	101.45200.3830
	184289	02/04/21	*20*	011521 8000014661-5	137.87		8000014661-5		D -	GAS	101.45200.3830
	184289	02/04/21	*20*	011521 8000014661-5	157.66		8000014661-5		D -	GAS	101.45200.3830
	184289	02/04/21	*20*	011521 8000014661-5	178.85		8000014661-5		D -	GAS	601.49430.3830
	184289	02/04/21	*20*	011521 8000014661-5	142.82		8000014661-5		D -	GAS	601.49430.3830
	184289	02/04/21	*20*	011521 8000014661-5	950.93		8000014661-5		D -	GAS	609.49791.3830
	184289	02/04/21	*20*	011521 8000014661-5	782.67		8000014661-5		D -	GAS	609.49792.3830
	184289	02/04/21	*20*	011521 8000014661-5	207.02		8000014661-5		D -	GAS	609.49793.3830

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
CENTER POINT ENERGY			004945											
	184289	02/04/21	*20* 011521 8000014661	2,298.02		8000014661-5		D	-				GAS	701.49950.3830
				7,564.61	*CHECK	TOTAL								
			VENDOR TOTAL	7,564.61										
CENTURY COLLEGE			010105											
	184290	02/04/21	FIRE INSPECTOR II MP	465.00		766234		D	-				TRAINING & EDUC	101.42200.3105
CENTURYLINK			020790											
	184212	01/28/21	010721 763 788-0064 164	50.08		7637880064164		D	-				TELEPHONE & TELE	609.49792.3210
	184212	01/28/21	010721 763 788-0290 045	50.08		7637880290045		D	-				TELEPHONE & TELE	609.49792.3210
				100.16	*CHECK	TOTAL								
			VENDOR TOTAL	100.16										
CHAMBERLAIN OIL COMPANY			099566											
	184213	01/28/21	MOTOR OIL-INVENTORY	502.57		345249-01		D	-				GARAGE INVENTORY	701.00.14120
	184213	01/28/21	DRUM DEPOSIT	20.00		345249-01		D	-				GARAGE INVENTORY	701.00.14120
				522.57	*CHECK	TOTAL								
	184291	02/04/21	MOTOR OIL-INVENTORY	38.02		346571-00		D	-				GARAGE INVENTORY	701.00.14120
	184291	02/04/21	DIESEL EXHAUST FLUID-IN	34.40		346571-00		D	-				GARAGE INVENTORY	701.00.14120
				72.42	*CHECK	TOTAL								
			VENDOR TOTAL	594.99										
CHERNIN/ALEKSANDR			080065											
	184214	01/28/21	*20* 2020 CELL PH REIMB	480.00		2020		D	-				CELL PHONES	720.49980.3211
CINTAS INC			026055											
	184215	01/28/21	*20* TOWELS,AIR FRESH 12	14.60		4071813479	002099	P	D	-			BUILDING MAINT:C	101.42100.4020
	184215	01/28/21	*20* TOWELS,AIR FRESH 12	14.60		4071813479	002099	P	D	-			BUILDING MAINT:C	101.42200.4020
	184215	01/28/21	TOWELS 011421	9.60		4072084570	002099	P	D	-			BUILDING MAINT:C	101.42200.4020
	184215	01/28/21	RUGS-CITY HALL 011421	30.88		4073084566		D	-				BUILDING MAINT:C	101.41940.4020
	184215	01/28/21	SERVICE CHARGE	10.00CR		4073084566		D	-				BUILDING MAINT:C	101.41940.4020
	184215	01/28/21	MATS,TOWELS 011421	33.28		4073084570	002099	P	D	-			BUILDING MAINT:C	101.42100.4020
	184215	01/28/21	RUGS-PW 011421	47.20		4073084587		D	-				BUILDING MAINT:C	701.49950.4020
	184215	01/28/21	SERVICE CHARGE	10.00CR		4073084587		D	-				BUILDING MAINT:C	701.49950.4020
	184215	01/28/21	MOPS JPM 011921	26.53		4073427433		D	-				BUILDING MAINT:C	101.45129.4020
				156.69	*CHECK	TOTAL								
	184292	02/04/21	*20* MATS,TOWELS 111920	33.28		4067895488	002099	P	D	-			BUILDING MAINT:C	101.42100.4020
	184292	02/04/21	*20* TOWELS,AIR FRESH 11	9.60		4067895488	002099	P	D	-			BUILDING MAINT:C	101.42200.4020
	184292	02/04/21	MOPS,MATS 012621	77.53		4074050314		D	-				BUILDING MAINT:C	101.45129.4020
	184292	02/04/21	TOWELS,AIR FRESH 012821	14.60		4074373259	002099	P	D	-			BUILDING MAINT:C	101.42100.4020
	184292	02/04/21	TOWELS,AIR FRESH 012821	14.60		4074373259	002099	P	D	-			BUILDING MAINT:C	101.42200.4020
				149.61	*CHECK	TOTAL								
			VENDOR TOTAL	306.30										
COMCAST			000298											
	184216	01/28/21	011021 8772105050224795	19.15		011021	002324	F	D	-			OTHER COMMUNICAT	101.41110.3250
	184216	01/28/21	011021 8772105050224795	28.72		011021	002324	F	D	-			OTHER COMMUNICAT	101.41320.3250

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VENDOR NAME AND NUMBER

CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
COMCAST													
		000298											
184216	01/28/21	011021 8772105050224795	62.22		011021	002324	F	D	-			OTHER COMMUNICAT	101.41510.3250
184216	01/28/21	011021 8772105050224795	4.79		011021	002324	F	D	-			OTHER COMMUNICAT	101.41940.3250
184216	01/28/21	011021 8772105050224795	129.23		011021	002324	F	D	-			OTHER COMMUNICAT	101.42100.3250
184216	01/28/21	011021 8772105050224795	119.66		011021	002324	F	D	-			OTHER COMMUNICAT	101.42200.3250
184216	01/28/21	011021 8772105050224795	67.01		011021	002324	P	D	-			OTHER COMMUNICAT	101.43100.3250
184216	01/28/21	011021 8772105050224795	9.57		011021	002324	P	D	-			OTHER COMMUNICAT	101.43121.3250
184216	01/28/21	011021 8772105050224795	33.51		011021	002324	F	D	-			OTHER COMMUNICAT	101.45000.3250
184216	01/28/21	011021 8772105050224795	9.57		011021	002324	F	D	-			OTHER COMMUNICAT	101.45129.3250
184216	01/28/21	011021 8772105050224795	9.57		011021	002324	F	D	-			OTHER COMMUNICAT	101.45200.3250
184216	01/28/21	011021 8772105050224795	14.36		011021	002324	F	D	-			OTHER COMMUNICAT	201.42400.3250
184216	01/28/21	011021 8772105050224795	19.15		011021	002324	F	D	-			OTHER COMMUNICAT	204.46314.3250
184216	01/28/21	011021 8772105050224795	528.86		011021	002324	F	D	-			OTHER COMMUNICAT	225.49844.3250
184216	01/28/21	011021 8772105050224795	201.03		011021	002324	F	D	-			OTHER COMMUNICAT	240.45500.3250
184216	01/28/21	011021 8772105050224795	4.79		011021	002324	F	D	-			OTHER COMMUNICAT	601.49430.3250
184216	01/28/21	011021 8772105050224795	4.79		011021	002324	F	D	-			OTHER COMMUNICAT	602.49450.3250
184216	01/28/21	011021 8772105050224795	190.84		011021	002324	P	D	-			OTHER COMMUNICAT	609.49791.3250
184216	01/28/21	011021 8772105050224795	166.91		011021	002324	P	D	-			OTHER COMMUNICAT	609.49792.3250
184216	01/28/21	011021 8772105050224795	152.55		011021	002324	P	D	-			OTHER COMMUNICAT	609.49793.3250
184216	01/28/21	011021 8772105050224795	9.57		011021	002324	F	D	-			OTHER COMMUNICAT	701.49950.3250
184216	01/28/21	011021 8772105050224795	129.15		011021	002324	P	D	-			OTHER COMMUNICAT	720.49980.3250
			1,915.00										
		VENDOR TOTAL	1,915.00										
													*CHECK TOTAL
CORE & MAIN LP													
		025710											
184217	01/28/21	5/8,3/4 IPERL METERS	1,200.39		N561988							COMM. PURCHASED	601.49430.2990
184217	01/28/21	5/8 SRII REGISTERS	404.92		N561998							COMM. PURCHASED	601.49430.2990
184217	01/28/21	5/8,3/4 METERS	93.95		N562021							COMM. PURCHASED	601.49430.2990
			1,699.26										
		VENDOR TOTAL	1,699.26										
													*CHECK TOTAL
CRYSTAL SPRINGS ICE LLC													
		021335											
184218	01/28/21	011821 INV	99.36		3002220							INVENTORY - LIQU	609.00.14500
184293	02/04/21	011821 INV	84.24		3002223							INVENTORY - LIQU	609.00.14500
		VENDOR TOTAL	183.60										
CUSTOM HOME BUILDERS TIT													
		028720											
184266	01/29/21	PURCHASE 960 40TH	226,523.85		50231	012721	P	M	S	02		LAND	408.46414.5110
DORGLASS INC													
		028685											
184294	02/04/21	*20* UPGRADE GLASS AT	12,575.00		52885	067670	F	D	-			BUILDING MAINT:C	101.42100.4020
184294	02/04/21	*20* UPGRADE GLASS AT	7,175.00		52885	067670	F	D	-			BUILDING MAINT:C	101.42200.4020
			19,750.00										
		VENDOR TOTAL	19,750.00										
													*CHECK TOTAL
DUAL CITIZEN BREWING COM													
		028715											
184295	02/04/21	011921 INV	242.52		1285							INVENTORY - LIQU	609.00.14500

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
DUAL CITIZEN BREWING COM										
	184295	02/04/21	011921 INV	242.52		1286		D -	INVENTORY - LIQU	609.00.14500
				485.04	*CHECK	TOTAL				
			VENDOR TOTAL	485.04						
ECM PUBLISHERS INC										
	184296	02/04/21	AD-BID SEWER LINE 011521	281.25		814895		D -	EXPERT & PROFESS	652.52104.3500
	184296	02/04/21	AD SUB DIV1209 43 012221	50.63		815827		D -	LEGAL NOTICE PUB	201.42400.3500
	184296	02/04/21	2021 BDGT SUMMARY 012921	405.00		816769		D -	LEGAL NOTICE PUB	101.41510.3500
				736.88	*CHECK	TOTAL				
			VENDOR TOTAL	736.88						
ELM CREEK BREWING CO										
	184297	02/04/21	011921 INV	275.00		00059		D -	INVENTORY - LIQU	609.00.14500
FARNER-BOCKEN										
	184219	01/28/21	012221 INV	4,792.10		8021483-26		D -	INVENTORY - LIQU	609.00.14500
	184219	01/28/21	012121 DEL	2.00		8021483-26		D -	DELIVERY	609.49791.2199
	184219	01/28/21	012121 DEL	2.00		8021483-26		D -	DELIVERY	609.49792.2199
	184219	01/28/21	012121 DEL	2.00		8021483-26		D -	DELIVERY	609.49793.2199
	184219	01/28/21	012221 INV	5,521.38		8021484-27		D -	INVENTORY - LIQU	609.00.14500
	184219	01/28/21	012221 INV	5,134.84		8021485-28		D -	INVENTORY - LIQU	609.00.14500
				15,454.32	*CHECK	TOTAL				
			VENDOR TOTAL	15,454.32						
FIRST AMERICAN TITLE INS										
	184298	02/04/21	ESCROW DISBURSEMENT FEE	175.00		1724-172413457	202030	P D -	EXPERT & PROFESS	408.46414.3050
FIRST NATIONAL INSURANCE										
	184220	01/28/21	INSURANCE SERVICE 0221	1,000.00		020121	002737	P D -	PRE PAID INSURAN	884.00.15510
FLEETPRIDE INC										
	184299	02/04/21	FILTERS-INVENTORY	409.76		66953293		D -	GARAGE INVENTORY	701.00.14120
FLEXIBLE PIPE TOOL CO IN										
	184300	02/04/21	CABLE SWITCHES #0101	714.15		25784		D -	GARAGE INVENTORY	701.00.14120
FORCE AMERICA										
	184301	02/04/21	LEVELWIND PARTS #0101	258.81		001-1506287		D -	GARAGE INVENTORY	701.00.14120
GENUINE PARTS/NAPA AUTO										
	184221	01/28/21	SPARK PLUGS #0105	2.48		4342-800065		D -	GARAGE INVENTORY	701.00.14120
	184302	02/04/21	LIGHT BULB LAMPS-INVENTO	31.96		4342-801501		D -	GARAGE INVENTORY	701.00.14120
			VENDOR TOTAL	34.44						
GOPHER STATE ONE CALL IN										
	184222	01/28/21	ANNUAL OPERATOR FEE	16.66		1000306		D -	EXPERT & PROFESS	601.49430.3050
	184222	01/28/21	ANNUAL OPERATOR FEE	16.66		1000306		D -	EXPERT & PROFESS	602.49450.3050
	184222	01/28/21	ANNUAL OPERATOR FEE	16.68		1000306		D -	EXPERT & PROFESS	604.49650.3050

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
GOPHER STATE ONE CALL IN			007615											
				50.00										
			VENDOR TOTAL	50.00										
GOVERNMENT FINANCE OFFIC			007871											
	184223	01/28/21	DUES KLOIBER 0321-0222	225.00		2112001		D	-				SUBSCRIPTION, ME	101.41510.4330
	184223	01/28/21	DUES ZILLMER 0321-0222	150.00		2115251		D	-				SUBSCRIPTION, ME	101.41510.4330
				375.00										
			VENDOR TOTAL	375.00										
GRAPE BEGINNINGS INC			003715											
	184303	02/04/21	012821 INV	255.00		MN00089461		D	-				INVENTORY - LIQU	609.00.14500
	184303	02/04/21	012821 DEL	2.25		MN00089461		D	-				DELIVERY	609.49791.2199
				257.25										
			VENDOR TOTAL	257.25										
GREAT LAKES COCA-COLA DI			001120											
	184304	02/04/21	011921 INV	465.91		3615209437		D	-				INVENTORY - LIQU	609.00.14500
	184304	02/04/21	012121 INV	415.94		3615209452		D	-				INVENTORY - LIQU	609.00.14500
				881.85										
			VENDOR TOTAL	881.85										
GREEN LIGHTS RECYCLING I			098859											
	184224	01/28/21	FL BULB,BATTERY RECYCLE	868.46		21-1268		D	-				EXPERT & PROFESS	603.49540.3050
H & L MESABI			095950											
	184305	02/04/21	CUTTING EDGES #MISC ST 2,	669.27		07724		D	-				GARAGE INVENTORY	701.00.14120
HEADFLYER BREWING			026870											
	184306	02/04/21	011121 INV	193.00		E-2548		D	-				INVENTORY - LIQU	609.00.14500
HEINRICH ENVELOPE CORP			003190											
	184225	01/28/21	WINDOW ENVELOPES	435.00		457629		D	-				PRINTING & PRINT	101.41940.2030
	184225	01/28/21	ENVELOPES	156.75		457630		D	-				PRINTING & PRINT	101.41940.2030
				591.75										
			VENDOR TOTAL	591.75										
HIGH PROFILE GROUNDS MAI			099428											
	184226	01/28/21	VANBUREN ICE,SNOW	1,120.00		56465		D	-				REPAIR & MAINT.	228.46317.4000
HOHENSTEINS INC			008705											
	184227	01/28/21	011521 INV	840.70		381983		D	-				INVENTORY - LIQU	609.00.14500
	184307	02/04/21	011521 INV	1,229.75		382136		D	-				INVENTORY - LIQU	609.00.14500
	184307	02/04/21	012221 INV	1,391.10		383518		D	-				INVENTORY - LIQU	609.00.14500
	184307	02/04/21	012221 INV	36.00CR		383562		D	-				INVENTORY - LIQU	609.00.14500
	184307	02/04/21	012221 INV	4,327.00		383563		D	-				INVENTORY - LIQU	609.00.14500
	184307	02/04/21	012721 INV	11.50CR		384831		D	-				INVENTORY - LIQU	609.00.14500
				6,900.35										
			VENDOR TOTAL	7,741.05										

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VENDOR NAME AND NUMBER

CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
HORWITZ INC		099892											
184308	02/04/21	CITY HALL 0121-0321	2,472.00		C008552	002824	P	D	-			BUILDING MAINT:C	101.41940.4020
184308	02/04/21	POLICE 0121-0321	1,124.00		C008552	002824	P	D	-			BUILDING MAINT:C	101.42100.4020
184308	02/04/21	MURZYN 0121-0321	1,773.00		C008552	002824	P	D	-			BUILDING MAINT:C	101.45129.4020
184308	02/04/21	PARKS 0121-0321	250.00		C008552	002824	P	D	-			BUILDING MAINT:C	101.45200.4020
184308	02/04/21	FIRE 0121-0321	1,124.00		C008552	002824	P	D	-			BUILDING MAINT:C	101.45200.4020
184308	02/04/21	LIBRARY 0121-0321	2,722.00		C008552	002824	P	D	-			BUILDING MAINT:C	240.45500.4020
184308	02/04/21	WATER 0121-0321	25.00		C008552	002824	P	D	-			BUILDING MAINT:C	601.49430.4020
184308	02/04/21	SEWER 0121-0321	75.00		C008552	002824	P	D	-			BUILDING MAINT:C	602.49450.4020
184308	02/04/21	TV1 0121-0321	824.00		C008552	002824	P	D	-			BUILDING MAINT:C	609.49791.4020
184308	02/04/21	TV2 0121-0321	724.00		C008552	002824	P	D	-			BUILDING MAINT:C	609.49792.4020
184308	02/04/21	TV3 0121-0321	275.00		C008552	002824	P	D	-			BUILDING MAINT:C	609.49793.4020
184308	02/04/21	PW 0121-0321	1,074.00		C008552	002824	P	D	-			BUILDING MAINT:C	701.49950.4020
184308	02/04/21	*20* AIR HANDLER REPAIR	138.30		W55510			D	-			BUILDING MAINT:C	101.41940.4020
184308	02/04/21	REPLACE IGNITOR,CLN FAN	532.56		W55585			D	-			REPAIR & MAINT.	101.45200.4000
184308	02/04/21	MOVE EXHAUST VENT	308.18		W55586			D	-			BUILDING MAINT:C	101.41940.4020
			13,441.04										*CHECK TOTAL
		VENDOR TOTAL	13,441.04										
HOTSY EQUIPMENT OF MINN		098843											
184309	02/04/21	HP HOSE #0397	129.95		69786			D	-			GARAGE INVENTORY	701.00.14120
184309	02/04/21	TRUCK WASH SOAP	258.30		69786			D	-			CHEMICALS	701.49950.2161
			388.25										*CHECK TOTAL
		VENDOR TOTAL	388.25										
HUMMINGBIRD ENVIRONMENTA		028375											
184310	02/04/21	ASBESTOS RMVL 230 40TH	1,500.00		2109	202030	P	D	N	01		EXPERT & PROFESS	408.46314.3050
INDEED BREWING COMPANY L		021980											
184228	01/28/21	011321 INV	271.60		96775			D	-			INVENTORY - LIQU	609.00.14500
184311	02/04/21	011321 INV	431.70		96776			D	-			INVENTORY - LIQU	609.00.14500
184311	02/04/21	011921 INV	364.30		97002			D	-			INVENTORY - LIQU	609.00.14500
			796.00										*CHECK TOTAL
		VENDOR TOTAL	1,067.60										
INNOVATIVE OFFICE SOLUTN		099372											
184229	01/28/21	RED MARKERS	8.40		IN3222819			D	-			OFFICE SUPPLIES	101.43100.2000
184229	01/28/21	AAA BATTERIES	6.54		IN3222819			D	-			GENERAL SUPPLIES	101.43100.2171
184229	01/28/21	FILE COPY,PAID STAMPS	8.30		IN3222819			D	-			OFFICE SUPPLIES	101.43121.2000
184229	01/28/21	TAPE CARTRIDGE	12.32		IN3222819			D	-			OFFICE SUPPLIES	601.49430.2000
184229	01/28/21	TAPE CARTRIDGE	12.31		IN3222819			D	-			OFFICE SUPPLIES	602.49450.2000
184229	01/28/21	PADDED MAILERS	10.69		IN3222819			D	-			OFFICE SUPPLIES	652.52104.2000
184229	01/28/21	PENS,FILE FOLDERS	44.94		IN3222819			D	-			OFFICE SUPPLIES	701.49950.2000
184229	01/28/21	PAPER	3.31		IN3227263			D	-			OFFICE SUPPLIES	101.41320.2000
			106.81										*CHECK TOTAL
		VENDOR TOTAL	106.81										

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VENDOR NAME AND NUMBER		CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
INSTRUMENT CONTROL CO IN 004210		184312	02/04/21	SCADA PANEL HEATER	209.00		CD99386118		P D -	MINOR EQUIPMENT	602.49450.2010
INTEGRATED LOSS CONTROL 010115		184230	01/28/21	020121 SAFETY SERVICES	73.33		14106		D -	TRAINING & EDUC	101.43121.3105
		184230	01/28/21	020121 SAFETY SERVICES	73.33		14106		D -	TRAINING & EDUC	101.45200.3105
		184230	01/28/21	020121 SAFETY SERVICES	73.33		14106		D -	TRAINING & EDUC	601.49430.3105
		184230	01/28/21	020121 SAFETY SERVICES	73.33		14106		D -	TRAINING & EDUC	602.49450.3105
		184230	01/28/21	020121 SAFETY SERVICES	73.34		14106		D -	TRAINING & EDUC	604.49650.3105
		184230	01/28/21	020121 SAFETY SERVICES	73.34		14106		D -	TRAINING & EDUC	701.49950.3105
					440.00		*CHECK TOTAL				
	VENDOR TOTAL				440.00						
J. B. HUDSON 003490		184231	01/28/21	*20* EMPLOYEE RECOG GEMS	343.25		423611		D -	EMPLOYEE RECOGNI	101.41320.4374
JJ TAYLOR DIST OF MN 002365		184232	01/28/21	011321 INV	5,925.47		3151879		D -	INVENTORY - LIQU	609.00.14500
		184232	01/28/21	011321 DEL	3.00		3151879		D -	DELIVERY	609.49792.2199
		184232	01/28/21	012021 INV	3,277.05		3151907		D -	INVENTORY - LIQU	609.00.14500
		184232	01/28/21	012021 DEL	3.00		3151907		D -	DELIVERY	609.49792.2199
					9,208.52		*CHECK TOTAL				
		184313	02/04/21	011421 INV	898.10		3151883		D -	INVENTORY - LIQU	609.00.14500
		184313	02/04/21	011421 DEL	3.00		3151883		D -	DELIVERY	609.49793.2199
		184313	02/04/21	012121 INV	11,580.95		3151911		D -	INVENTORY - LIQU	609.00.14500
		184313	02/04/21	012121 DEL	3.00		3151911		D -	DELIVERY	609.49791.2199
					12,485.05		*CHECK TOTAL				
	VENDOR TOTAL				21,693.57						
JOHNSON BROS. LIQUOR CO. 003550		184314	02/04/21	123120 INV	83.66CR		131547		D -	INVENTORY - LIQU	609.00.14500
		184314	02/04/21	012121 INV	45.16CR		133668		D -	INVENTORY - LIQU	609.00.14500
		184314	02/04/21	012121 DEL	1.21CR		133668		D -	DELIVERY	609.49791.2199
		184314	02/04/21	011421 DEL	7.26		17020122		D -	DELIVERY	609.49792.2199
		184314	02/04/21	123120 INV	1,900.00		1713383		D -	INVENTORY - LIQU	609.00.14500
		184314	02/04/21	123120 DEL	32.67		1713383		D -	DELIVERY	609.49791.2199
		184314	02/04/21	123120 INV	2,600.14		1713384		D -	INVENTORY - LIQU	609.00.14500
		184314	02/04/21	123120 DEL	75.03		1713384		D -	DELIVERY	609.49791.2199
		184314	02/04/21	123120 INV	406.44		1713385		D -	INVENTORY - LIQU	609.00.14500
		184314	02/04/21	123120 DEL	10.89		1713385		D -	DELIVERY	609.49791.2199
		184314	02/04/21	123120 INV	451.60		1713386		D -	INVENTORY - LIQU	609.00.14500
		184314	02/04/21	123120 DEL	12.10		1713386		D -	DELIVERY	609.49792.2199
		184314	02/04/21	123120 INV	1,300.07		1713387		D -	INVENTORY - LIQU	609.00.14500
		184314	02/04/21	123120 DEL	37.51		1713387		D -	DELIVERY	609.49792.2199
		184314	02/04/21	123120 INV	988.00		1713388		D -	INVENTORY - LIQU	609.00.14500
		184314	02/04/21	123120 DEL	18.15		1713388		D -	DELIVERY	609.49792.2199
		184314	02/04/21	011321 INV	144.00		1719080		D -	INVENTORY - LIQU	609.00.14500
		184314	02/04/21	011321 DEL	1.21		1719080		D -	DELIVERY	609.49792.2199

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VENDOR NAME AND NUMBER

CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
JOHNSON BROS. LIQUOR CO. 003550													
184314	02/04/21	011321 INV	328.00		1719081		D	-				INVENTORY - LIQU	609.00.14500
184314	02/04/21	011321 DEL	3.63		1719081		D	-				DELIVERY	609.49793.2199
184314	02/04/21	011321 INV	212.50		1719082		D	-				INVENTORY - LIQU	609.00.14500
184314	02/04/21	011321 DEL	4.84		1719082		D	-				DELIVERY	609.49793.2199
184314	02/04/21	011321 INV	375.00		1719083		D	-				INVENTORY - LIQU	609.00.14500
184314	02/04/21	011321 DEL	6.05		1719083		D	-				DELIVERY	609.49793.2199
184314	02/04/21	011321 INV	138.00		1719084		D	-				INVENTORY - LIQU	609.00.14500
184314	02/04/21	011321 DEL	3.63		1719084		D	-				DELIVERY	609.49793.2199
184314	02/04/21	011321 INV	80.00		1719085		D	-				INVENTORY - LIQU	609.00.14500
184314	02/04/21	011321 DEL	1.21		1719085		D	-				DELIVERY	609.49793.2199
184314	02/04/21	011321 INV	199.40		1719086		D	-				INVENTORY - LIQU	609.00.14500
184314	02/04/21	011321 DEL	4.84		1719086		D	-				DELIVERY	609.49792.2199
184314	02/04/21	011321 INV	309.25		1719087		D	-				INVENTORY - LIQU	609.00.14500
184314	02/04/21	011321 DEL	2.42		1719087		D	-				DELIVERY	609.49792.2199
184314	02/04/21	011321 INV	840.00		1719088		D	-				INVENTORY - LIQU	609.00.14500
184314	02/04/21	011321 DEL	8.47		1719088		D	-				DELIVERY	609.49792.2199
184314	02/04/21	011321 INV	592.75		1719089		D	-				INVENTORY - LIQU	609.00.14500
184314	02/04/21	011321 DEL	8.47		1719089		D	-				DELIVERY	609.49792.2199
184314	02/04/21	011321 INV	720.00		1719090		D	-				INVENTORY - LIQU	609.00.14500
184314	02/04/21	011321 DEL	5.45		1719090		D	-				DELIVERY	609.49792.2199
184314	02/04/21	011321 INV	248.00		1719091		D	-				INVENTORY - LIQU	609.00.14500
184314	02/04/21	011321 DEL	2.42		1719091		D	-				DELIVERY	609.49792.2199
184314	02/04/21	011421 INV	333.45		1720118		D	-				INVENTORY - LIQU	609.00.14500
184314	02/04/21	011421 DEL	4.84		1720118		D	-				DELIVERY	609.49793.2199
184314	02/04/21	011421 INV	333.45		1720119		D	-				INVENTORY - LIQU	609.00.14500
184314	02/04/21	011421 DEL	4.84		1720119		D	-				DELIVERY	609.49792.2199
184314	02/04/21	011421 INV	905.00		1720120		D	-				INVENTORY - LIQU	609.00.14500
184314	02/04/21	011421 DEL	13.30		1720120		D	-				DELIVERY	609.49792.2199
184314	02/04/21	011421 INV	626.00		1720121		D	-				INVENTORY - LIQU	609.00.14500
184314	02/04/21	011421 DEL	4.84		1720121		D	-				DELIVERY	609.49792.2199
184314	02/04/21	011421 INV	384.83		1720122		D	-				INVENTORY - LIQU	609.00.14500
184314	02/04/21	011421 INV	285.58		1720123		D	-				INVENTORY - LIQU	609.00.14500
184314	02/04/21	011421 DEL	8.47		1720123		D	-				DELIVERY	609.49792.2199
			14,853.97		*CHECK TOTAL								
VENDOR TOTAL			14,853.97										

K & S ENGRAVING LLC 005765													
184233	01/28/21	*20* PAR TAGS	60.00		11251		D	N	01			MINOR EQUIPMENT	101.42200.2010

KENNEDY & GRAVEN 003290													
184315	02/04/21	*20* MORTGAGE SUB 4456 M	152.70		159020	000509	P	D	N	01		ATTORNEY FEES-OT	204.46314.3045
184315	02/04/21	*20* PURCH 960 40TH AVE	248.90		159020	000509	P	D	N	01		EXPERT & PROFESS	408.46414.3050
184315	02/04/21	*20* PURCH 1002 40TH	2,423.60		159020	000509	P	D	N	01		EXPERT & PROFESS	408.46414.3050
			2,825.20		*CHECK TOTAL								
VENDOR TOTAL			2,825.20										

KIWANIS COLUMBIA HTS-FRI 001140													
184316	02/04/21	FLUORESCENT BULB REBATE	355.50		012621		D	-				PROGRAM ACTIVITI	603.49530.4200

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
LEAGUE OF MINNESOTA CITI						004180				
	184317	02/04/21	PATROL SUBSCRIPTION	2,700.00		333883		D -	SUBSCRIPTION, ME	101.42100.4330
	184317	02/04/21	ELECT ADVANCED-BUESGENS	95.00		335173		D -	TRAINING & EDUC	101.41110.3105
				2,795.00						
			VENDOR TOTAL	2,795.00		*CHECK TOTAL				
LEAGUE OF MN CITIES INS						004185				
	184318	02/04/21	2021 W/C INSTALLMENT	79,005.00		012921	067688	P D -	WORKERS COMP INS	884.49940.1510
LUCIOW/ALLEN						022585				
	184319	02/04/21	PSB PAINT PD	198.00		011121		D N 01	BUILDING MAINT:C	101.42100.4020
LUPULIN BREWING CO						025785				
	184234	01/28/21	011221 INV	383.30		34323		D -	INVENTORY - LIQU	609.00.14500
	184234	01/28/21	011821 INV	127.00		34507		D -	INVENTORY - LIQU	609.00.14500
	184234	01/28/21	011121 INV	17.66CR		954387		D -	INVENTORY - LIQU	609.00.14500
				492.64						
						*CHECK TOTAL				
	184320	02/04/21	012121 INV	302.00		34558		D -	INVENTORY - LIQU	609.00.14500
	184320	02/04/21	012021 INV	24.66CR		954400		D -	INVENTORY - LIQU	609.00.14500
				277.34						
			VENDOR TOTAL	769.98		*CHECK TOTAL				
LVC COMPANIES INC						099001				
	184235	01/28/21	*20* TRBLSHT FIRE SYSTM	265.00		50980		D -	BUILDING MAINT:C	240.45500.4020
	184235	01/28/21	*20* TRBLSHT CELL DIALER	690.75		50981		D -	BUILDING MAINT:C	240.45500.4020
				955.75						
						*CHECK TOTAL				
			VENDOR TOTAL	955.75						
MAC QUEEN EQUIPMENT LLC						004365				
	184264	01/27/21	PIERCE CHASSIS GEN P	640,411.00		PPY-CLMBH-0112	213068	P M -	VEHICLES	431.42200.5150
MADISON ENERGY INVESTMEN						028050				
	184321	02/04/21	*20* 121620 SOLAR GARDEN	46.03		SP-001-000061		D -	ELECTRIC	101.41940.3810
MANSFIELD OIL COMPANY						023130				
	184322	02/04/21	*20* 3000 GAL UNLEADED	6,460.59		22167641	067168	F D -	FUEL INVENTORY	701.00.14110
	184322	02/04/21	*20* 1402 GAL DYED DIE	3,548.85		22167642	067168	F D -	FUEL INVENTORY	701.00.14110
	184322	02/04/21	*20* 600 GAL UNLEADED	1,519.03		22167643	067168	F D -	FUEL INVENTORY	701.00.14110
				11,528.47						
						*CHECK TOTAL				
			VENDOR TOTAL	11,528.47						
MARCO, INC						008590				
	184323	02/04/21	CPYMAINT 011521-021421	94.20		INV8337971	002763	F D -	REPAIR & MAINT.	240.45500.4000
	184323	02/04/21	CPYOVERAGE 121520-011421	17.35		INV8337971	002763	F D -	REPAIR & MAINT.	240.45500.4000
	184323	02/04/21	PTRMAINT 011521-021421	38.23		INV8337972	002763	F D -	REPAIR & MAINT.	240.45500.4000
				149.78						
						*CHECK TOTAL				
			VENDOR TOTAL	149.78						

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VENDOR NAME AND NUMBER		CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
MARKHAM/MATTHEW							080825				
	184324	02/04/21		DONUTS RIFLE TRNG	32.70		5630	012521	P D -	FOOD SUPPLIES	101.42100.2175
MAVERICK WINE COMPANY							027085				
	184325	02/04/21	012221	INV	1,326.12		INV533791		D -	INVENTORY - LIQU	609.00.14500
	184325	02/04/21	012221	DEL	15.00		INV533791		D -	DELIVERY	609.49791.2199
	184325	02/04/21	012221	INV	312.12		INV533792		D -	INVENTORY - LIQU	609.00.14500
	184325	02/04/21	012221	DEL	4.50		INV533792		D -	DELIVERY	609.49792.2199
					1,657.74		*CHECK TOTAL				
				VENDOR TOTAL	1,657.74						
MCCLELLAN SALES INC							000093				
	184326	02/04/21		GLOVES	41.70		009432C		D -	PROTECTIVE CLOTH	601.49430.2173
MCDONALD DISTRIBUTING CO							021350				
	184327	02/04/21	011921	INV	957.80		565074		D -	INVENTORY - LIQU	609.00.14500
	184327	02/04/21	011921	INV	313.00	CR	565138		D -	INVENTORY - LIQU	609.00.14500
	184327	02/04/21	012221	INV	970.80		565931		D -	INVENTORY - LIQU	609.00.14500
	184327	02/04/21	012121	INV	10.00	CR	566047		D -	INVENTORY - LIQU	609.00.14500
					1,605.60		*CHECK TOTAL				
				VENDOR TOTAL	1,605.60						
MEGA BEER LLC							027500				
	184328	02/04/21	012021	INV	296.30		5959		D -	INVENTORY - LIQU	609.00.14500
MENARDS CASHWAY LUMBER-F							004550				
	184329	02/04/21		STARIGHT BLADE PLUG	4.69		44425	011221	P D -	GENERAL SUPPLIES	601.49430.2171
	184329	02/04/21		DRUM DRAIN AUGER	21.57		44579	011521	P D -	GENERAL SUPPLIES	705.49970.2171
	184329	02/04/21		HEADLIGHT,WIRE STRIPPERS	149.24		44585	011521	P D -	GENERAL SUPPLIES	601.49430.2171
	184329	02/04/21		PAINTERS TAPE,BLEACH	9.96		44874	012121	P D -	GENERAL SUPPLIES	601.49430.2171
					185.46		*CHECK TOTAL				
				VENDOR TOTAL	185.46						
METRO AREA MANAGEMENT AS							004600				
	184236	01/28/21		2021 MEMBERSHIP BOURGEOI	45.00		2021		D -	SUBSCRIPTION, ME	101.41320.4330
METRO WELDING SUPPLY							006385				
	184237	01/28/21		ANGLE GRINDER,HOSE,DISC	142.50		189457		D -	MINOR EQUIPMENT	701.49950.2010
	184330	02/04/21		GRIT FLAP DISCS	47.25		189497		D -	GENERAL SUPPLIES	701.49950.2171
				VENDOR TOTAL	189.75						
MIDWAY FORD							001475				
	184238	01/28/21		DRIVERS SEAT FRAME #0202	419.35		441185		D -	GARAGE INVENTORY	701.00.14120
	184238	01/28/21		TAIL LIGHT ASSY #0217	26.40		443428		D -	GARAGE INVENTORY	701.00.14120
					445.75		*CHECK TOTAL				
				VENDOR TOTAL	445.75						

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
MIDWEST TAPE						001575								
	184239	01/28/21	DVD (ADULT)	4.49		99823567	113020	P	D	-			DVD	240.45500.2189
	184239	01/28/21	AUDIOBOOK (ADULT)	29.99		99875281	111020	P	D	-			COMPACT DISCS	240.45500.2185
	184239	01/28/21	DVD (ADULT)	11.24		99875283	110920	P	D	-			DVD	240.45500.2189
				45.72										
						*CHECK TOTAL								
			VENDOR TOTAL	45.72										
MINITEX						004335								
	184331	02/04/21	RFID TAGS	1,197.00		102070							ACS SUPPLIES	240.45500.2025
MODIST BREWING CO LLC						025305								
	184332	02/04/21	011421 INV	126.00		E-18819							INVENTORY - LIQU	609.00.14500
	184332	02/04/21	012121 INV	207.75		E-19053							INVENTORY - LIQU	609.00.14500
	184332	02/04/21	012121 INV	126.00		E-19054							INVENTORY - LIQU	609.00.14500
				459.75										
						*CHECK TOTAL								
			VENDOR TOTAL	459.75										
MTI DISTRIBUTING						007420								
	184333	02/04/21	BLADE SVC PACK #0240	261.04		1288278-00							GARAGE INVENTORY	701.00.14120
NCPERS MINNESOTA						024825								
	184240	01/28/21	EE PAID PERA LIFE INS.	128.00		397400012021							ACCOUNTS RECEIVA	885.00.11500
NICK'S TREE SERVICE INC						099981								
	184334	02/04/21	*20* TREE PRUNING STR	12,000.00		012521	067664	F	D	-			REPAIR & MAINT.	101.46102.4000
	184334	02/04/21	*20* PRUNING PARK PATH	4,000.00		012521	067660	F	D	-			REPAIR & MAINT.	101.46102.4000
				16,000.00										
						*CHECK TOTAL								
			VENDOR TOTAL	16,000.00										
NORDLUND/JOHN						003750								
	184241	01/28/21	UNIFORM REIMBURSEMENT	169.96		160453903834	010821	P	D	-			UNIFORMS	101.45200.2172
NORTHDALE CONSTRUCTION C						025460								
	184242	01/28/21	*20* 5% RETAINAGE	243.90CR		4	002998	P	D	-			CONTRACTS PAY RE	415.00.20610
	184242	01/28/21	*20* PAR PAY 4-ST RECO	4,877.92		4	002998	P	D	-			INFRASTRUCTURE	415.51802.5185
	184242	01/28/21	*20* 5% RETAINAGE	1,014.28CR		4	002998	P	D	-			CONTRACTS PAY RE	651.00.20610
	184242	01/28/21	*20* PAR PAY 4-WATER	20,285.78		4	002998	P	D	-			INFRASTRUCTURE	651.51903.5185
				23,905.52										
						*CHECK TOTAL								
			VENDOR TOTAL	23,905.52										
NORTHERN LIGHTS DISPLAY						099692								
	184335	02/04/21	*20* WREATHS,CRYSTL SN	8,634.77		20-1220	067636	F	D	-			MINOR EQUIPMENT	212.43190.2010
NORTHWEST ASSOC CONSULTN						027955								
	184336	02/04/21	*20* TECH ASST 1220	2,106.80		25075	003059	P	D	-			EXPERT & PROFESS	201.42400.3050
O'BRIEN/CORTNI						.03575								
	184243	01/28/21	*20* VOTIVES	23.98		113-4205006-33							PROGRAM SUPPLIES	240.45500.2170

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
O'BRIEN/CORTNI						.03575								
	184243	01/28/21	*20* BAGS,BRUSHES	10.00		122920		D	-				PROGRAM SUPPLIES	240.45500.2170
				33.98	*CHECK	TOTAL								
			VENDOR TOTAL	33.98										
O'BRIEN,CORTNI						.03575								
	184337	02/04/21	NOTEBOOK/JOURNALS(6)	41.44		111-7686334-01		D	-				PROGRAM SUPPLIES	240.45500.2170
	184337	02/04/21	PAINT BRUSHES	6.95		113-2453049-07		D	-				PROGRAM SUPPLIES	240.45500.2170
				48.39	*CHECK	TOTAL								
			VENDOR TOTAL	48.39										
OFFICE DEPOT						000085								
	184338	02/04/21	DOUBLE-SIDED TAPE	15.68		145641329001		D	-				OFFICE SUPPLIES	240.45500.2000
	184338	02/04/21	LAMINATING POUCHES	54.99		146132084001		D	-				PROGRAM SUPPLIES	240.45500.2170
	184338	02/04/21	USB-C TO HDMI CABLE	40.99		146532874001		D	-				COMPUTER SUPPLIE	240.45500.2020
	184338	02/04/21	SCISSORS,CUPS,DICE	106.16		150398536001		D	-				PROGRAM SUPPLIES	262.45017.2170
	184338	02/04/21	GLUE	4.86		150429454001		D	-				PROGRAM SUPPLIES	262.45017.2170
				222.68	*CHECK	TOTAL								
			VENDOR TOTAL	222.68										
OFFICE DEPOT						021605								
	184339	02/04/21	1099 ENVELOPES	50.97		151523219001		D	-				OFFICE SUPPLIES	101.41510.2000
OLIPHANT BREWING LLC						025640								
	184340	02/04/21	012021 INV	336.00		5891		D	-				INVENTORY - LIQU	609.00.14500
OMNI BREWING COMPANY, LL						026545								
	184244	01/28/21	012021 INV	289.00		E-8826		D	-				INVENTORY - LIQU	609.00.14500
PARAGON DEVELOPMENT SYST						028500								
	184245	01/28/21	*20* MOBILE MGMT	1,568.75		5084660	306201	P	D	-			EXPERT & PROFESS	720.49980.3050
PAUSTIS & SONS WINE COMP						005860								
	184246	01/28/21	012021 INV	2,375.00		114699		D	-				INVENTORY - LIQU	609.00.14500
	184246	01/28/21	012021 DEL	32.50		114699		D	-				DELIVERY	609.49791.2199
				2,407.50	*CHECK	TOTAL								
	184341	02/04/21	012021 INV	1,944.00		114718		D	-				INVENTORY - LIQU	609.00.14500
	184341	02/04/21	012021 DEL	26.25		114718		D	-				DELIVERY	609.49792.2199
				1,970.25	*CHECK	TOTAL								
			VENDOR TOTAL	4,377.75										
PHILLIPS WINE & SPIRITS						004810								
	184342	02/04/21	011321 INV	95.00		6143819		D	-				INVENTORY - LIQU	609.00.14500
	184342	02/04/21	011321 DEL	1.21		6143819		D	-				DELIVERY	609.49793.2199
	184342	02/04/21	011321 INV	790.50		6143820		D	-				INVENTORY - LIQU	609.00.14500
	184342	02/04/21	011321 DEL	7.26		6143820		D	-				DELIVERY	609.49792.2199
	184342	02/04/21	011321 INV	302.00		6143821		D	-				INVENTORY - LIQU	609.00.14500
	184342	02/04/21	011321 DEL	6.05		6143821		D	-				DELIVERY	609.49792.2199

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
PHILLIPS WINE & SPIRITS 004810										
	184342	02/04/21	011321 INV	288.00		6143822		D -	INVENTORY - LIQU	609.00.14500
	184342	02/04/21	011321 DEL	5.45		6143822		D -	DELIVERY	609.49792.2199
	184342	02/04/21	011321 INV	393.60		6143823		D -	INVENTORY - LIQU	609.00.14500
	184342	02/04/21	011321 DEL	5.45		6143823		D -	DELIVERY	609.49792.2199
	184342	02/04/21	011321 INV	565.00		6143824		D -	INVENTORY - LIQU	609.00.14500
	184342	02/04/21	011321 DEL	24.20		6143824		D -	DELIVERY	609.49792.2199
	184342	02/04/21	011521 DEL	1.21		6145536		D -	DELIVERY	609.49792.2199
			VENDOR TOTAL	2,484.93		*CHECK TOTAL				
POPP.COM INC 022200										
	184343	02/04/21	*20* 122620-10013121	43.23		992652065		D -	TELEPHONE & TELE	101.42100.3210
	184343	02/04/21	*20* 122620-10013121	18.89		992652065		D -	TELEPHONE & TELE	101.42200.3210
	184343	02/04/21	012621-10013121	45.75		992656964		D -	TELEPHONE & TELE	101.42100.3210
	184343	02/04/21	012621-10013121	21.57		992656965		D -	TELEPHONE & TELE	101.42200.3210
			VENDOR TOTAL	129.44		*CHECK TOTAL				
POST BOARD 099018										
	184344	02/04/21	POST LICENSE TMILLER	90.00		020621		D -	TAXES & LICENSES	101.42100.4390
	184344	02/04/21	POST LICENSE SFOY	90.00		020721		D -	TAXES & LICENSES	101.42100.4390
			VENDOR TOTAL	180.00		*CHECK TOTAL				
RAPID GRAPHICS & MAILING 006185										
	184247	01/28/21	CARDS SUPP SRVC,EJOHNSON	90.00		9848		D -	PRINTING & PRINT	101.42100.2030
RED BULL DISTRIBUTION CO 024620										
	184345	02/04/21	012121 INV	255.00		K-97453902		D -	INVENTORY - LIQU	609.00.14500
REPLACE INC 023125										
	184248	01/28/21	*20* POSTER EDITS HUSET	75.00		3572		D -	GENERAL SUPPLIES	101.41110.2171
RITE INC 099551										
	184249	01/28/21	CARDDEFENDER REINSTALL	96.19		41712	002677	P D -	REPAIR & MAINT.	609.49791.4000
ROBERT HALF TECHNOLOGY 028415										
	184250	01/28/21	*20* AWEKE ALEMU 112020	740.00		56724254	081020	F D -	EXPERT & PROFESS	720.49980.3050
	184250	01/28/21	*20* AWEKE ALEMU 112720	420.00		56733770	081020	F D -	EXPERT & PROFESS	720.49980.3050
	184250	01/28/21	*20* AWEKE ALEMU 120420	660.00		56784444	081020	F D -	EXPERT & PROFESS	720.49980.3050
			VENDOR TOTAL	1,820.00		*CHECK TOTAL				
ROTARY CLUB OF FRIDLEY-C 025490										
	184251	01/28/21	DUES,MEETINGS-BOURGEOIS	258.00		608		D -	SUBSCRIPTION, ME	101.41320.4330
ROYAL TIRE 003400										
	184346	02/04/21	TIRES #0233	231.86		303-188352		D -	GARAGE INVENTORY	701.00.14120

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VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
ROYAL TIRE						003400								
	184346	02/04/21	TIRES #01213	750.00		303-188353							GARAGE INVENTORY	701.00.14120
				981.86	*CHECK	TOTAL								
			VENDOR TOTAL	981.86										
SANDQUIST/TIM						.03574								
	184347	02/04/21	UNIFORM REIMBURSEMENT	134.97		26	012321	P	D	-			UNIFORMS	101.45200.2172
SAVE ON EVERYTHING INC						027870								
	184348	02/04/21	1/4 PAGE AD JAN 2021	223.25		2020-365170							ADVERTISING ENTE	609.49791.3420
	184348	02/04/21	1/4 PAGE AD JAN 2021	175.75		2020-365170							ADVERTISING ENTE	609.49792.3420
	184348	02/04/21	1/4 PAGE AD JAN 2021	76.00		2020-365170							ADVERTISING ENTE	609.49793.3420
				475.00	*CHECK	TOTAL								
			VENDOR TOTAL	475.00										
SCHINDLER ELEVATOR CORP						000605								
	184349	02/04/21	PREVENT MAINT 0121	68.51		8105530076							BUILDING MAINT:C	101.41940.4020
SCHOLASTIC INC						000374								
	184350	02/04/21	YOUTH PAPERBACK (25)	99.00		26844063							PROGRAM SUPPLIES	240.45500.2170
SISTER CITIES INTERNATIO						014155								
	184252	01/28/21	2021 MEMBERSHIP	440.00		8580908							SUBSCRIPTION, ME	101.41110.4330
SMALL LOT MN						022045								
	184351	02/04/21	012721 INV	1,158.64		MN40378							INVENTORY - LIQU	609.00.14500
	184351	02/04/21	012721 DEL	18.00		MN40378							DELIVERY	609.49791.2199
				1,176.64	*CHECK	TOTAL								
			VENDOR TOTAL	1,176.64										
SOUTHERN GLAZER'S						020261								
	184253	01/28/21	011421 INV	54.00		2036596							INVENTORY - LIQU	609.00.14500
	184253	01/28/21	011421 DEL	1.39		2036596							DELIVERY	609.49792.2199
	184253	01/28/21	011421 INV	79.20		2036597							INVENTORY - LIQU	609.00.14500
	184253	01/28/21	011421 DEL	1.28		2036597							DELIVERY	609.49792.2199
	184253	01/28/21	012121 INV	360.00		2038962							INVENTORY - LIQU	609.00.14500
	184253	01/28/21	012121 DEL	2.56		2038962							DELIVERY	609.49791.2199
	184253	01/28/21	012121 INV	786.00		2038963							INVENTORY - LIQU	609.00.14500
	184253	01/28/21	012121 DEL	6.40		2038963							DELIVERY	609.49791.2199
	184253	01/28/21	012121 INV	625.90		2038967							INVENTORY - LIQU	609.00.14500
	184253	01/28/21	012121 DEL	11.52		2038967							DELIVERY	609.49791.2199
	184253	01/28/21	012121 INV	1,004.40		2038970							INVENTORY - LIQU	609.00.14500
	184253	01/28/21	012121 DEL	14.08		2038970							DELIVERY	609.49791.2199
	184253	01/28/21	012121 INV	1,735.75		2038974							INVENTORY - LIQU	609.00.14500
	184253	01/28/21	012121 DEL	16.85		2038974							DELIVERY	609.49791.2199
				4,699.33	*CHECK	TOTAL								
	184352	02/04/21	011421 INV	3.84		2036595							INVENTORY - LIQU	609.00.14500

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CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
		SOUTHERN GLAZER'S			020261								
184352	02/04/21	011421 INV	577.80		2036598		D	-				INVENTORY - LIQU	609.00.14500
184352	02/04/21	011421 DEL	6.40		2036598		D	-				DELIVERY	609.49792.2199
184352	02/04/21	011421 DEL	3.84		2036756		D	-				DELIVERY	609.49793.2199
184352	02/04/21	012121 INV	193.45		2038965		D	-				INVENTORY - LIQU	609.00.14500
184352	02/04/21	012121 DEL	1.49		2038965		D	-				DELIVERY	609.49791.2199
184352	02/04/21	012121 INV	624.00		2038966		D	-				INVENTORY - LIQU	609.00.14500
184352	02/04/21	012121 DEL	8.96		2038966		D	-				DELIVERY	609.49791.2199
184352	02/04/21	012121 INV	700.00		2038977		D	-				INVENTORY - LIQU	609.00.14500
184352	02/04/21	012121 DEL	19.20		2038977		D	-				DELIVERY	609.49791.2199
184352	02/04/21	012121 DEL	2.56		2038978		D	-				DELIVERY	609.49791.2199
184352	02/04/21	012121 INV	193.45		2038979		D	-				INVENTORY - LIQU	609.00.14500
184352	02/04/21	012121 DEL	1.49		2038979		D	-				DELIVERY	609.49792.2199
184352	02/04/21	012121 INV	316.80		2038980		D	-				INVENTORY - LIQU	609.00.14500
184352	02/04/21	012121 DEL	6.40		2038980		D	-				DELIVERY	609.49792.2199
184352	02/04/21	012121 INV	633.60		2038981		D	-				INVENTORY - LIQU	609.00.14500
184352	02/04/21	012121 DEL	11.52		2038981		D	-				DELIVERY	609.49792.2199
184352	02/04/21	012121 INV	359.80		2038982		D	-				INVENTORY - LIQU	609.00.14500
184352	02/04/21	012121 DEL	5.12		2038982		D	-				DELIVERY	609.49792.2199
184352	02/04/21	012121 INV	712.20		2038983		D	-				INVENTORY - LIQU	609.00.14500
184352	02/04/21	012121 DEL	15.36		2038983		D	-				DELIVERY	609.49792.2199
184352	02/04/21	012121 INV	351.60		2038986		D	-				INVENTORY - LIQU	609.00.14500
184352	02/04/21	012121 DEL	8.32		2038986		D	-				DELIVERY	609.49792.2199
184352	02/04/21	012121 INV	351.60		2038987		D	-				INVENTORY - LIQU	609.00.14500
184352	02/04/21	012121 DEL	8.32		2038987		D	-				DELIVERY	609.49792.2199
184352	02/04/21	012121 DEL	0.64		2038988		D	-				DELIVERY	609.49792.2199
184352	02/04/21	012821 INV	1,175.50		2041288		D	-				INVENTORY - LIQU	609.00.14500
184352	02/04/21	012821 DEL	26.56		2041288		D	-				DELIVERY	609.49791.2199
184352	02/04/21	012821 DEL	2.56		2041292		D	-				DELIVERY	609.49792.2199
184352	02/04/21	012821 INV	980.50		2041294		D	-				INVENTORY - LIQU	609.00.14500
184352	02/04/21	012821 DEL	14.08		2041294		D	-				DELIVERY	609.49792.2199
184352	02/04/21	012821 INV	1,011.75		2041295		D	-				INVENTORY - LIQU	609.00.14500
184352	02/04/21	012821 DEL	12.80		2041295		D	-				DELIVERY	609.49792.2199
184352	02/04/21	012821 INV	1,056.77		2041296		D	-				INVENTORY - LIQU	609.00.14500
184352	02/04/21	012821 DEL	16.64		2041296		D	-				DELIVERY	609.49792.2199
184352	02/04/21	012821 INV	1,237.50		2041297		D	-				INVENTORY - LIQU	609.00.14500
184352	02/04/21	012821 DEL	6.61		2041297		D	-				DELIVERY	609.49792.2199
184352	02/04/21	012821 INV	180.00		2041298		D	-				INVENTORY - LIQU	609.00.14500
184352	02/04/21	012821 DEL	1.28		2041298		D	-				DELIVERY	609.49791.2199
184352	02/04/21	012821 INV	678.00		2041299		D	-				INVENTORY - LIQU	609.00.14500
184352	02/04/21	012821 DEL	8.96		2041299		D	-				DELIVERY	609.49792.2199
184352	02/04/21	012821 INV	162.00		2041300		D	-				INVENTORY - LIQU	609.00.14500
184352	02/04/21	012821 DEL	1.28		2041300		D	-				DELIVERY	609.49792.2199
184352	02/04/21	012821 INV	0.64		2041303		D	-				DELIVERY	609.49792.2199
184352	02/04/21	123020/012121 INV	2,929.60		5064705		D	-				INVENTORY - LIQU	609.00.14500
184352	02/04/21	123020/012121 DEL	46.08		5064705		D	-				DELIVERY	609.49791.2199
184352	02/04/21	123020/012121 INV	1,619.00		5064706		D	-				INVENTORY - LIQU	609.00.14500
184352	02/04/21	123020/012121 DEL	14.08		5064706		D	-				DELIVERY	609.49791.2199

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CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
SOUTHERN GLAZER'S		020261							
184352	02/04/21	123020/011421 INV	2,929.60		5064707		D -	INVENTORY - LIQU	609.00.14500
184352	02/04/21	123020/011421 DEL	46.08		5064707		D -	DELIVERY	609.49792.2199
184352	02/04/21	123020/011421 INV	1,619.00		5064708		D -	INVENTORY - LIQU	609.00.14500
184352	02/04/21	123020/011421 DEL	14.08		5064708		D -	DELIVERY	609.49792.2199
184352	02/04/21	123020/012121 INV	2,923.75		5065327		D -	INVENTORY - LIQU	609.00.14500
184352	02/04/21	123020/012121 DEL	37.76		5065327		D -	DELIVERY	609.49791.2199
184352	02/04/21	123020/012121 INV	11,080.00		5065328		D -	INVENTORY - LIQU	609.00.14500
184352	02/04/21	123020/012121 DEL	56.32		5065328		D -	DELIVERY	609.49791.2199
184352	02/04/21	123020/012121 INV	6,082.10		5065329		D -	INVENTORY - LIQU	609.00.14500
184352	02/04/21	123020/012121 DEL	89.60		5065329		D -	DELIVERY	609.49791.2199
184352	02/04/21	123120/011421 INV	2,923.75		5065330		D -	INVENTORY - LIQU	609.00.14500
184352	02/04/21	123120/011421 DEL	37.76		5065330		D -	DELIVERY	609.49792.2199
184352	02/04/21	123120/011421 INV	11,080.00		5065331		D -	INVENTORY - LIQU	609.00.14500
184352	02/04/21	123120/011421 DEL	56.32		5065331		D -	DELIVERY	609.49792.2199
184352	02/04/21	123120/011421 INV	6,082.10		5065332		D -	INVENTORY - LIQU	609.00.14500
184352	02/04/21	123120/011421 DEL	89.60		5065332		D -	DELIVERY	609.49792.2199
			61,447.77	*CHECK	TOTAL				
		VENDOR TOTAL	66,147.10						
SPOK INC		012845							
184254	01/28/21	010121 0318950-3	21.39		E0318950M		D -	OTHER COMMUNICAT	601.49430.3250
184254	01/28/21	010121 0318950-3	21.39		E0318950M		D -	OTHER COMMUNICAT	602.49450.3250
			42.78	*CHECK	TOTAL				
		VENDOR TOTAL	42.78						
SP3 LLC		028080							
184353	02/04/21	012021 INV	144.50		W-90038		D -	INVENTORY - LIQU	609.00.14500
STAPLES ADVANTAGE		099071							
184255	01/28/21	PAPER CLIPS	5.75		3466654138		D -	OFFICE SUPPLIES	101.41510.2000
184255	01/28/21	BOXES,ENVELOPES,LABELS	172.41		3467226989		D -	OFFICE SUPPLIES	101.41510.2000
184255	01/28/21	TAPE,POST IT NOTES	7.51		3467226989		D -	OFFICE SUPPLIES	101.41940.2000
			185.67	*CHECK	TOTAL				
184354	02/04/21	FILE CABINET	179.99		3467677689		D -	MINOR EQUIPMENT	101.41510.2010
		VENDOR TOTAL	365.66						
STREICHER'S GUN'S INC/DO		002270							
184256	01/28/21	DUTY HAT BUTTON STOMBERS	5.99		I1477799		D -	UNIFORMS	101.42100.2172
184256	01/28/21	DUTY HAT BUTTONS SWAGNER	11.98		I1477800		D -	UNIFORMS	101.42100.2172
			17.97	*CHECK	TOTAL				
		VENDOR TOTAL	17.97						
SUN BADGE COMPANY INC		020230							
184355	02/04/21	*20* 200 ANNIVERSARY C	1,450.00		401022		D -	UNIFORMS	101.42100.2172
184355	02/04/21	*20* TOOL AND DIE SET-	1,250.00		401022		D -	UNIFORMS	101.42100.2172
184355	02/04/21	*20* 40 ANNIVERSARY BA	3,561.50		401022		D -	UNIFORMS	101.42100.2172
184355	02/04/21	*20* SHIPPING	40.00		401022		D -	UNIFORMS	101.42100.2172
			6,301.50	*CHECK	TOTAL				

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SUN BADGE COMPANY INC			020230							
			VENDOR TOTAL	6,301.50						
SYN-TECH SYSTEMS INC			007080							
	184356	02/04/21	MAINT 020821-020722	1,175.00		226901		D -	REPAIR & MAINT.	701.49950.4000
TALKING WATERS BREWING C			027275							
	184357	02/04/21	012521 INV	225.00		1933		D -	INVENTORY - LIQU	609.00.14500
TECH LOGIC INC			024510							
	184358	02/04/21	MAINTENANCE 010121-123	9,180.00		RC003650	002705	P D -	REPAIR & MAINT.	240.45500.4000
TIERNEY BROTHERS, INC			098925							
	184257	01/28/21	*20* EOC 3YR WARRANT	14,750.00		836113	067672	F D -	REPAIR & MAINT.	101.42100.4000
	184359	02/04/21	*20* 1 SOLSTICE ENTERPRS	700.20		836866		D -	REPAIR & MAINT.	101.42100.4000
	184359	02/04/21	*20* 5 SOLSTICE POD MT	4,303.05		836866		D -	REPAIR & MAINT.	101.42100.4000
	184359	02/04/21	*20* 3 YR UPGRD & SUPPOR	685.79		836866		D -	REPAIR & MAINT.	101.42100.4000
				5,689.04						
			VENDOR TOTAL	20,439.04						
										*CHECK TOTAL
TRADITION WINE & SPIRITS			022545							
	184360	02/04/21	012221 INV	138.00		25008		D -	INVENTORY - LIQU	609.00.14500
	184360	02/04/21	012221 DEL	3.00		25008		D -	DELIVERY	609.49791.2199
	184360	02/04/21	012621 INV	616.00		25051		D -	INVENTORY - LIQU	609.00.14500
	184360	02/04/21	012621 DEL	12.00		25051		D -	DELIVERY	609.49791.2199
				769.00						
			VENDOR TOTAL	769.00						
										*CHECK TOTAL
TRIO SUPPLY COMPANY INC			099518							
	184361	02/04/21	TP, TISSUE, TOWELS, BAGS	477.98		656203-00		D -	GENERAL SUPPLIES	240.45500.2171
U.S. BANK			013580							
	184265	01/28/21	2008A BOND DEBT SVC	80,000.00		1707527	008139	P M -	PRINCIPAL	315.47000.6010
	184265	01/28/21	2008A BOND DEBT SVC	10,416.25		1707527	008139	P M -	INTEREST	315.47000.6110
	184265	01/28/21	2013A BOND DEBT SVC	25,000.00		1707527	201398	P M -	PRINCIPAL	345.47000.6010
	184265	01/28/21	2013A BOND DEBT SVC	955.00		1707527	201398	P M -	INTEREST	345.47000.6110
	184265	01/28/21	2015A BOND DEBT SVC	290,000.00		1707527	201505	P M -	PRINCIPAL	346.47000.6010
	184265	01/28/21	2015A BOND DEBT SVC	84,968.75		1707527	201505	P M -	INTEREST	346.47000.6110
	184265	01/28/21	2017B BOND DEBT SVC	325,000.00		1707527	201759	P M -	PRINCIPAL	347.47000.6010
	184265	01/28/21	2017B BOND DEBT SVC	106,082.50		1707527	201759	P M -	INTEREST	347.47000.6110
	184265	01/28/21	2018A BOND DEBT SVC	150,000.00		1707527	018100	P M -	PRINCIPAL	348.47000.6010
	184265	01/28/21	2018A BOND DEBT SVC	29,812.50		1707527	018100	P M -	INTEREST	348.47000.6110
	184265	01/28/21	2013A BOND DEBT SVC	80,000.00		1707527	201398	P M -	PRINCIPAL	631.47000.6010
	184265	01/28/21	2013A BOND DEBT SVC	3,741.25		1707527	201398	P M -	INTEREST	631.47000.6110
	184265	01/28/21	2013A BOND DEBT SVC	53,400.00		1707527	201398	P M -	PRINCIPAL	632.47000.6010
	184265	01/28/21	2013A BOND DEBT SVC	2,475.08		1707527	201398	P M -	INTEREST	632.47000.6110
	184265	01/28/21	2013A BOND DEBT SVC	56,600.00		1707527	201398	P M -	PRINCIPAL	634.47000.6010
	184265	01/28/21	2013A BOND DEBT SVC	2,854.92		1707527	201398	P M -	INTEREST	634.47000.6110
	184265	01/28/21	2017A BOND DEBT SVC	260,000.00		1707527	201758	P M -	PRINCIPAL	639.47000.6010

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VENDOR NAME AND NUMBER		CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
U.S. BANK							013580				
	184265	01/28/21	2017A BOND DEBT SVC	29,637.50			1707527	201758	P M -	INTEREST	639.47000.6110
				1,590,943.75			*CHECK TOTAL				
			VENDOR TOTAL	1,590,943.75							
UNIQUE MANAGEMENT SERVIC							020320				
	184258	01/28/21	*20* 1220 PLACEMENTS	35.80			598346	002307	P D -	EXPERT & PROFESS	240.45500.3050
URBAN GROWLER BREWING CO							025450				
	184259	01/28/21	011421 INV	176.00			E-27970		D -	INVENTORY - LIQU	609.00.14500
VINOCOPIA INC							099231				
	184260	01/28/21	011921 INV	951.71			0271886-IN		D -	DELIVERY	609.49792.2199
	184260	01/28/21	011921 DEL	19.50			0271886-IN		D -	DELIVERY	609.49792.2199
				971.21			*CHECK TOTAL				
	184362	02/04/21	011921 INV	1,702.59			0271882-IN		D -	INVENTORY - LIQU	609.00.14500
	184362	02/04/21	011921 DEL	28.50			0271882-IN		D -	DELIVERY	609.49791.2199
	184362	02/04/21	012721 INV	595.00			0272392-IN		D -	INVENTORY - LIQU	609.00.14500
	184362	02/04/21	012721 DEL	14.00			0272392-IN		D -	DELIVERY	609.49792.2199
				2,340.09			*CHECK TOTAL				
			VENDOR TOTAL	3,311.30							
VISUAL COMPUTER SOLUTION							024300				
	184363	02/04/21	SCHDLE PRGRM 0321-0222	4,290.00			13702	067682	F D -	REPAIR & MAINT.	101.42100.4000
WATER CONSERVATION SRVCS							099490				
	184364	02/04/21	LEAK LOCATE 4004 STINSON	303.34			11010		D -	EXPERT & PROFESS	601.49430.3050
	184364	02/04/21	LEAK LOCATE 5055 CENTRAL	313.20			11010		D -	EXPERT & PROFESS	601.49430.3050
				616.54			*CHECK TOTAL				
			VENDOR TOTAL	616.54							
WHOLESALE TRUCK-TRLR PR							099536				
	184261	01/28/21	ROTORS,BRAKE PADS-INVENT	345.36			2504275688		D -	GARAGE INVENTORY	701.00.14120
WINE MERCHANTS							013940				
	184365	02/04/21	011321 INV	276.00			7313819		D -	INVENTORY - LIQU	609.00.14500
	184365	02/04/21	011321 DEL	12.10			7313819		D -	DELIVERY	609.49792.2199
				288.10			*CHECK TOTAL				
			VENDOR TOTAL	288.10							
WSB & ASSOCIATES INC							099542				
	184366	02/04/21	*20* SILVER LK BOAT SI	1,172.00			R-014790-16	002943	P D -	EXPERT & PROFESS	653.51808.3050
XCEL ENERGY (N S P)							005695				
	184262	01/28/21	*20* 010821 51-4217828-3	12.42			0879847858		D -	ELECTRIC	101.42200.3810
	184262	01/28/21	*20* 010821 51-4217828-3	13.76			0879848316		D -	ELECTRIC	101.42200.3810
	184262	01/28/21	*20* 010821 51-4217828-3	12.42			0879848697		D -	ELECTRIC	101.42200.3810

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CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
XCEL ENERGY		(N S P)	005695										
184262	01/28/21	*20* 011121 51-4436024-5	439.75		0880058946		D	-				ELECTRIC	609.49793.3810
184262	01/28/21	*20* 011121 51-4350334	1,154.03		0880063826		D	-				ELECTRIC	101.45129.3810
184262	01/28/21	011121 51-4697130-6	184.77		0880075300		D	-				ELECTRIC	101.45129.3810
184262	01/28/21	*20* 011121 51-5950185-0	152.62		0880084643		D	-				ELECTRIC	101.45200.3810
184262	01/28/21	*20* 011121 51-5950185-0	24.26		0880086169		D	-				ELECTRIC	101.45200.3810
184262	01/28/21	*20* 011121 51-7085831	1,690.99		0880088287		D	-				ELECTRIC	101.41940.3810
184262	01/28/21	*20* 011121 SOLAR GARDEN	51.12CR		0880088287		D	-				ELECTRIC	101.41940.3810
184262	01/28/21	*20* 011121 SOLAR GARDEN	122.05CR		0880088287		D	-				ELECTRIC	101.41940.3810
184262	01/28/21	*20* 011121 51-8335212	1,301.10		0880107219		D	-				ELECTRIC	609.49792.3810
184262	01/28/21	*20* 011121 51-8335213	1,403.45		0880109581		D	-				ELECTRIC	609.49791.3810
184262	01/28/21	*20* 011121 51-0013059	1,316.36		0880172852		D	-				ELECTRIC	228.46317.3810
184262	01/28/21	*20* 011321 51-001309982	154.02		0880588730		D	-				ELECTRIC	602.49450.3810
184262	01/28/21	*20* 011321 51-7654903-4	11.32		0880672641		D	-				ELECTRIC	101.45200.3810
184262	01/28/21	*20* 011321 51-7654903-4	198.53		0880673848		D	-				ELECTRIC	101.45200.3810
184262	01/28/21	*20* 011421 51-4159573-1	486.94		0880910679		D	-				ELECTRIC	602.49450.3810
184262	01/28/21	*20* 011421 51-4159573-1	75.60		0880911149		D	-				ELECTRIC	101.45200.3810
184262	01/28/21	*20* 011421 51-4159573-1	261.58		0880911908		D	-				ELECTRIC	603.49530.3810
184262	01/28/21	*20* 011421 51-4159573-1	131.47		0880912020		D	-				ELECTRIC	602.49450.3810
184262	01/28/21	*20* 011421 51-4159573-1	416.55CR		0880912087		D	-				ELECTRIC	602.49450.3810
184262	01/28/21	*20* 011421 51-4159573-1	134.91		0880912327		D	-				ELECTRIC	212.43190.3810
184262	01/28/21	*20* 011421 51-4159573-1	76.17		0880912438		D	-				ELECTRIC	101.43160.3810
184262	01/28/21	*20* 011421 51-4159573-1	76.17		0880912438		D	-				ELECTRIC	101.45200.3810
184262	01/28/21	*20* 011421 51-4159573-1	76.17		0880912438		D	-				ELECTRIC	604.49650.3810
184262	01/28/21	*20* 011421 51-4159573-1	31.59		0880912528		D	-				ELECTRIC	101.43121.3810
184262	01/28/21	*20* 011421 51-4159573-1	31.59		0880912528		D	-				ELECTRIC	101.45200.3810
184262	01/28/21	*20* 011421 51-4159573-1	31.60		0880912528		D	-				ELECTRIC	601.49430.3810
184262	01/28/21	*20* 011421 51-4159573-1	31.60		0880912528		D	-				ELECTRIC	602.49450.3810
184262	01/28/21	*20* 011421 51-4159573-1	108.90		0880912553		D	-				ELECTRIC	101.45200.3810
184262	01/28/21	*20* 011421 51-4159573-1	58.66		0880912571		D	-				ELECTRIC	101.45200.3810
184262	01/28/21	*20* 011421 51-4159573-1	11.32		0880912583		D	-				ELECTRIC	101.45200.3810
184262	01/28/21	*20* 011421 51-4159573-1	39.74		0880912611		D	-				ELECTRIC	212.43190.3810
184262	01/28/21	*20* 011421 51-4159573-1	11.32		0880912779		D	-				ELECTRIC	101.45200.3810
184262	01/28/21	*20* 011421 51-4159573-1	62.75		0880912886		D	-				ELECTRIC	101.45200.3810
184262	01/28/21	*20* 011421 51-4159573-1	11.32		0880912900		D	-				ELECTRIC	601.49430.3810
184262	01/28/21	*20* 011421 51-4159573-1	44.07		0880913038		D	-				ELECTRIC	101.45200.3810
184262	01/28/21	*20* 011421 51-4159573-1	80.82		0880913147		D	-				ELECTRIC	101.43160.3810
184262	01/28/21	*20* 011421 51-4159573-1	32.67		0880913198		D	-				ELECTRIC	212.43190.3810
184262	01/28/21	*20* 011421 51-4159573-1	47.60		0880913262		D	-				ELECTRIC	212.43190.3810
184262	01/28/21	*20* 011421 51-4159573-1	68.09		0880913361		D	-				ELECTRIC	101.45200.3810
184262	01/28/21	*20* 011421 51-4159573-1	484.49		0880913362		D	-				ELECTRIC	601.49430.3810
184262	01/28/21	*20* 011421 51-4159573	1,550.00		0880913557		D	-				ELECTRIC	701.49950.3810
184262	01/28/21	*20* 011421 SOLAR ROOF C	32.20CR		0880913557		D	-				ELECTRIC	701.49950.3810
184262	01/28/21	*20* 011421 SOLAR GARDEN	442.19CR		0880913557		D	-				ELECTRIC	701.49950.3810
184262	01/28/21	*20* 011421 51-4159573-1	236.98		0880913750		D	-				ELECTRIC	602.49450.3810
184262	01/28/21	*20* 011421 SOLAR GARDEN	46.14CR		0880913750		D	-				ELECTRIC	602.49450.3810
184262	01/28/21	*20* 011421 SOLAR GARDEN	47.38CR		0880913750		D	-				ELECTRIC	602.49450.3810
184262	01/28/21	*20* 011421 51-4159573-1	40.26		0880913965		D	-				ELECTRIC	212.43190.3810

Vendor Payment Journal Report
PRT EXP ACCT IN PLACE OF AP

VENDOR NAME AND NUMBER		CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
XCEL ENERGY (N S P)				005695							
	184262	01/28/21	*20*	011421 51-4159573-1	143.35		0880913972		D -	ELECTRIC	212.43190.3810
	184262	01/28/21	*20*	011421 51-4159573-1	28.35		0880914158		D -	ELECTRIC	101.45200.3810
	184262	01/28/21	*20*	011421 51-4159573-1	81.58		0880914420		D -	ELECTRIC	101.45200.3810
	184262	01/28/21	*20*	011421 51-4159573-1	69.91		0880914681		D -	ELECTRIC	101.45200.3810
	184262	01/28/21	*20*	011421 51-4159573-1	62.43		0880915249		D -	ELECTRIC	212.43190.3810
	184262	01/28/21	*20*	011421 51-4159573-1	33.59		0880915338		D -	ELECTRIC	101.43160.3810
	184262	01/28/21	*20*	011421 51-4159573-1	28.35		0880916531		D -	ELECTRIC	101.45200.3810
	184262	01/28/21	*20*	011421 51-4159573-1	58.56		0880918077		D -	ELECTRIC	212.43190.3810
	184262	01/28/21	*20*	011421 51-4159573-1	11.32		0880922884		D -	ELECTRIC	604.49650.3810
	184262	01/28/21	*20*	011421 51-415957 11,065.47			51-4159573-1		D -	ELECTRIC	101.43160.3810
	184262	01/28/21	*20*	010821 51-4217828-3	15.76		879847849		D -	ELECTRIC	101.42200.3810
					22,845.22						
				VENDOR TOTAL	22,845.22		*CHECK TOTAL				
XCEL ENERGY SOLUTIONS				026675							
	184367	02/04/21	*20*	1020 SOLAR SUBSCRIP	144.06		002033		D -	ELECTRIC	601.49430.3810
	184367	02/04/21	*20*	1120 SOLAR SUBSCRIP	111.29		002068		D -	ELECTRIC	601.49430.3810
					255.35						
				VENDOR TOTAL	255.35		*CHECK TOTAL				
2 DADS LLC				028725							
	184368	02/04/21		012921 INV	59.00		1154		D -	INVENTORY - LIQU	609.00.14500
	184368	02/04/21		012921 INV	59.00		1155		D -	INVENTORY - LIQU	609.00.14500
					118.00						
				VENDOR TOTAL	118.00		*CHECK TOTAL				
2ND WIND EXERCISE INC				099811							
	184263	01/28/21		ROWLING MACHINE	1,580.00		22-035684		D -	MINOR EQUIPMENT	701.49950.2010
56 BREWING LLC				025180							
	184369	02/04/21		011921 INV	204.00		5612959		D -	INVENTORY - LIQU	609.00.14500
	184369	02/04/21		012521 INV	210.00		5613112		D -	INVENTORY - LIQU	609.00.14500
					414.00						
				VENDOR TOTAL	414.00		*CHECK TOTAL				

ACS FINANCIAL SYSTEM
02/04/2021 10:52:52

Vendor Payment Journal Report
PRT EXP ACCT IN PLACE OF AP

CITY OF COLUMBIA HEIGHTS
GL540R-V08.15 PAGE 26

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
REPORT TOTALS:				3,021,736.26										

RECORDS PRINTED - 000684

ACS FINANCIAL SYSTEM
02/04/2021 10:52:52

Vendor Payment Journal Report

CITY OF COLUMBIA HEIGHTS
GL060S-V08.15 RECAPPAGE
GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL	125,307.28
201	PLANNING & INSPECTIONS	2,171.79
202	ANOKA CO COMM DEV PROGRAMS	1,156.00
204	EDA ADMINISTRATION	171.85
212	STATE AID MAINTENANCE	10,184.96
225	CABLE TELEVISION	528.86
228	DOWNTOWN PARKING	2,436.36
240	LIBRARY	16,123.31
262	21ST CENTURY ARTS	388.00
315	SULL-SHORES:TX GO BONDS2008A	90,416.25
345	GO IMPROV/REV BONDS 2013	25,955.00
346	GO LIBRARY BONDS 2015A	374,968.75
347	GO PUBLIC SAFETY REFND 2017B	431,082.50
348	GO PUBFACILITIES REFND 2018A	179,812.50
408	EDA REDEVELOPMENT PROJECT FD	231,521.35
415	CAPITAL IMPRVMT - PIR PROJ	4,634.02
431	CAP EQUIP REPLACE-GENERAL	640,411.00
601	WATER UTILITY	3,810.98
602	SEWER UTILITY	1,089.46
603	REFUSE FUND	1,485.54
604	STORM SEWER UTILITY	184.92
609	LIQUOR	255,525.91
631	WATER FUND DEBT SERVICE	83,741.25
632	SEWER FUND DEBT SERVICE	55,875.08
634	STORM SEWER DEBT SERVICE	59,454.92
639	LIQUOR FUND DEBT SERVICE	289,637.50
651	WATER CONSTRUCTION FUND	19,271.50
652	SEWER CONSTRUCTION FUND	291.94
653	STORM SEWER CONSTRUCT. FUND	1,172.00
701	CENTRAL GARAGE	28,134.01
705	BUILDING MAINTENANCE	21.57
720	INFORMATION SYSTEMS	4,636.90
884	INSURANCE	80,005.00
885	PAYROLL FUND	128.00
TOTAL ALL FUNDS		3,021,736.26

BANK RECAP:

BANK	NAME	DISBURSEMENTS
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ACS FINANCIAL SYSTEM
02/04/2021 10:52:52

Vendor Payment Journal Report

CITY OF COLUMBIA HEIGHTS
GL060S-V08.15 RECAPPAGE
GL540R

BANK RECAP:

BANK NAME	DISBURSEMENTS
BANK CHECKING ACCOUNT	3,021,736.26
TOTAL ALL BANKS	3,021,736.26

PAYROLL...H BIWEEKLY VENDOR DISTRIBUTION
RUN- 1/29/2021 10:37:59 PAGE 1
PERIOD 2 DATING FROM 1/09/2021 THRU 1/22/2021 CHECK DATE 1/29/2021

VENDOR #AFSCME AFSCME COUNCIL 5 885.00.10110 PAYROLL ACCOUNT	CHECK # 89567 TOTAL	423.30 *
CHECK # 089567 TOTAL		423.30 **
VENDOR #POLICE COL HGTS POLICE ASSN 885.00.10110 PAYROLL ACCOUNT	CHECK # 89568 TOTAL	145.50 *
CHECK # 089568 TOTAL		145.50 **
VENDOR #1ST CU COL HTS LOCAL 1216 885.00.10110 PAYROLL ACCOUNT	CHECK # 89569 TOTAL	200.00 *
CHECK # 089569 TOTAL		200.00 **
VENDOR #DENTAL DELTA DENTAL OF MINNESOT 885.00.10110 PAYROLL ACCOUNT	CHECK # 89570 TOTAL	6,492.37 *
CHECK # 089570 TOTAL		6,492.37 **
VENDOR #HSA HSA BANK 885.00.10110 PAYROLL ACCOUNT	CHECK # 89571 TOTAL	9,984.12 *
CHECK # 089571 TOTAL		9,984.12 **
VENDOR #MEDICA MEDICA 885.00.10110 PAYROLL ACCOUNT	CHECK # 89572 TOTAL	76,669.96 *
CHECK # 089572 TOTAL		76,669.96 **
VENDOR #MED SR MEDICA SENIOR 885.00.10110 PAYROLL ACCOUNT	CHECK # 89573 TOTAL	2,940.00 *
CHECK # 089573 TOTAL		2,940.00 **
VENDOR #GW MSRS MND CP PLAN 650251 885.00.10110 PAYROLL ACCOUNT	CHECK # 89574 TOTAL	4,510.57 *
CHECK # 089574 TOTAL		4,510.57 **
VENDOR #PER/LF NCPERS GROUP LIFE INS MB 885.00.10110 PAYROLL ACCOUNT	CHECK # 89575 TOTAL	256.00 *
CHECK # 089575 TOTAL		256.00 **
VENDOR #PERA PERA 397400 885.00.10110 PAYROLL ACCOUNT	CHECK # 89576 TOTAL	72,578.28 *
CHECK # 089576 TOTAL		72,578.28 **
VENDOR #DISABL SUN LIFE FINANCIAL	CHECK # 89577	

PAYROLL...H BIWEEKLY VENDOR DISTRIBUTION
RUN- 1/29/2021 10:37:59 PAGE 2

PERIOD 2 DATING FROM 1/09/2021 THRU 1/22/2021 CHECK DATE 1/29/2021

VENDOR #DISABL SUN LIFE FINANCIAL	CHECK # 89577		
885.00.10110 PAYROLL ACCOUNT	TOTAL	1,887.88	*
CHECK # 089577 TOTAL		1,887.88	**
VENDOR #LIFE I SUN LIFE FINANCIAL	CHECK # 89578		
885.00.10110 PAYROLL ACCOUNT	TOTAL	1,859.02	*
CHECK # 089578 TOTAL		1,859.02	**
VENDOR #49ERS UNION 49	CHECK # 89579		
885.00.10110 PAYROLL ACCOUNT	TOTAL	700.00	*
CHECK # 089579 TOTAL		700.00	**
VENDOR #VISION UNUM LIFE INS CO OF AMER	CHECK # 89580		
885.00.10110 PAYROLL ACCOUNT	TOTAL	6.88	*
CHECK # 089580 TOTAL		6.88	**
VENDOR #ROTH VANTAGEPOINT TRANSFER -4	CHECK # 89581		
885.00.10110 PAYROLL ACCOUNT	TOTAL	1,343.00	*
CHECK # 089581 TOTAL		1,343.00	**
VENDOR #RHS VANTAGEPOINT TRANSFER AG	CHECK # 89582		
885.00.10110 PAYROLL ACCOUNT	TOTAL	613.56	*
CHECK # 089582 TOTAL		613.56	**
VENDOR #ICMA VANTAGEPOINT TRANSFER 45	CHECK # 89583		
885.00.10110 PAYROLL ACCOUNT	TOTAL	21,303.96	*
CHECK # 089583 TOTAL		21,303.96	**

PAYROLL...H BIWEEKLY VENDOR DISTRIBUTION
RUN- 1/29/2021 10:37:59 PAGE 3
PERIOD 2 DATING FROM 1/09/2021 THRU 1/22/2021 CHECK DATE 1/29/2021
FUND 885 PAYROLL FUND 201,914.40
TOTAL ALL FUNDS 201,914.40



AGENDA SECTION	PUBLIC HEARINGS
MEETING DATE	FEBRUARY 8, 2021

ITEM:	First Reading of Ordinance 1664, an Ordinance amending Chapter 3, Article 3 of the Columbia Heights City Code Relating to Administration of Boards and Commissions and Removal of Inactive Commissions.	
DEPARTMENT:	Administration	BY/DATE: Nicole Tingley 2/3/21
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 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 checked="" type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population	

BACKGROUND:

At the January Work Session, the City Council provided direction for City Staff to draft an ordinance changing the term length for all boards and commissions to 3 years and to put in place a term limit of 2 consecutive terms on a single board or commission. It was also suggested to add attendance requirements.

At the February Work Session, I presented a draft of an ordinance including the changes and also made other amendments. These included more consistencies with the boards and commissions including removal from office, officers, vacancies, oath of office, and residency requirements. I also reformatted the board and commission section of the City Code to be easier to read. No changes were made to the function (authority and duties) of the boards and commissions. Additionally, boards and commissions that are inactive and anticipated to stay inactive were removed. All of the changes were with the exception of the EDA and HRA. They are highly governed by State Statute and making changes would require a thorough legal review.

The City Council provided direction to bring the ordinance to the February 8th City Council meeting for a first reading with changes to the attendance requirements provided in the draft. That was to make the number of allowable absences from 3 consecutive meetings to 2 meetings a year with maintaining a way to account for family emergencies, illness etc. The ordinance now includes this and is reflected in 3.301 (D) and (E).

It was changed to make the absences not an automatic vacancy, but rather would prompt informing the City Council. Action would have to be taken for removal. To help with administration so it is not forwarded to the City Council month after month if it needs to be a leave, language was added to allow for that.

3.301 (F) was also changed from the work session draft to clarify that removal must be by a majority vote of the City Council

RECOMMENDED MOTION(S):

MOTION: Move to close the public hearing and waive the reading of Ordinance 1664, there being ample copies available to the public.

MOTION: Move to set the second reading of Ordinance 1664, an Ordinance amending Chapter 3, Article 3 of the Columbia Heights City Code Relating to Administration of Boards and Commissions and Removal of Inactive Commissions for February 22, 2021, at approximately 7:00 p.m. in the City Council Chambers

ATTACHMENT(S):

Ordinance 1664

ORDINANCE NO. 1664

AN ORDINANCE AMENDING CHAPTER 3, ARTICLE 3 OF THE COLUMBIA HEIGHTS CITY CODE RELATING TO ADMINISTRATION OF BOARDS AND COMMISSIONS AND REMOVAL OF INACTIVE COMMISSIONS

The City of Columbia Heights does ordain:

Section 1

Chapter 3, Article 3 of the Columbia Heights City Code as currently read is amended as follows:

§ 3.301 BOARDS AND COMMISSIONS GENERALLY

- (A) Except as otherwise provided with respect to a Board or Commission, the provisions of this section shall apply to all Boards and Commissions except the Economic Development Authority and the Housing and Redevelopment Authority.
- (B) Membership. Members shall be appointed by the City Council and shall serve at the pleasure of the Council. Members shall be residents of the City. No member of the Council shall serve as a member of a Board or Commission.
- (C) Terms of Appointment. The following are the terms of appointment:
- (1) The terms of members of Boards and Commissions shall be for a period of three (3) years each. Terms of membership shall be staggered so that no more than one-half of the terms on a Board or Commission expire in any particular year.
- (2) The time period for each three year term will be April 1 to March 31. Upon the expiration of their terms of office members shall continue to serve until their successor has been appointed.
- (3) Members are only eligible to serve two consecutive full terms on a Board or Commission in addition to any partial term served to complete an unexpired term resulting from a vacancy or an initial term upon creation of a Board or Commission, except by unanimous vote of the City Council. Upon completion of service on one Board or Commission, residents can be eligible for appointment to another Board or Commission, or after a period of at least one year, for appointment to the same Board or Commission on which they have previously served.
- (D) Vacancies. The Council may, but need not, appoint a person for the unexpired portion of the term of a member whose membership has become vacant.
- (1) Membership shall become vacant upon the occurrence of any of the following:
- (a) The death of a member
- (b) The member's resignation in writing
- (c) Termination of a member's residence in the City.
- (E) Attendance. If a member is absent from two (2) or more regular meetings during the Board and Commission calendar year (April through March), the staff liaison or Board or Commission Chair will forward the information to the City Council for consideration of removal. For members whose t

begins during a Board and Commission calendar year, the number of meetings missed will only include those following the beginning of the member's term.

(a) If considered for removal due to absenteeism, a member may submit a letter of explanation to the City Council.

(b) A member may apply for a leave of absence because a serious illness, accident, or family emergency is preventing them from attending meetings. A member who has applied for and obtained a leave of absence granted by the City Council shall be exempt from the attendance requirements during the leave of absence that shall not exceed six (6) months.

(F) Removal from Office. The Council shall have the authority, in its discretion, to remove any member. A member's removal shall be by majority vote of the City Council.

(G) Officers. Each Board or Commission annually at its first meeting of the Board and Commission calendar year (April through March) shall elect from its members a chairperson and vice-chairperson. The chairperson shall preside at all meetings. In the absence of the chairperson, the vice-chairperson shall preside. In the absence of a chairperson and vice-chairperson, members of a Board or Commission shall appoint an acting chairperson to preside during the absence.

(H) Oath of Office. Every member shall take an oath that they will faithfully discharge the duties of the board or commission to which they were appointed.

(I) Compensation. Board and Commission Members shall serve without compensation.

(J) Meetings. All Boards and Commissions shall hold public meetings regularly as determined by the membership. The public shall be notified of all meetings in accordance with state laws governing open meetings. Members shall be notified of any special meeting or meeting cancellation at least three calendar days in advance, by any means including via telephone, e-mail, home delivery, in person or U.S. Mail.

§ 3.3012 PARK AND RECREATION COMMISSION

(A) ~~(1) Establishment. A Park and Recreation Commission is hereby established. supervise and control the use of public park lands, recreation, and senior citizen programs in the city, including parks, parkways, playgrounds; recreation fields and buildings; lakes, streams, and beaches therein; and all public service facilities related thereto. The Commission shall also recommend improvements for such parks as may be necessary and desirable, and shall have the authority to make reasonable administrative rules and regulations, including setting fees, governing public use of park lands and buildings, but shall at all times be subject to the direction and authority of the Council. All recreation programs shall be in accordance with the policies approved by the City Council.~~

~~————(2) The Commission shall have broad programming latitude in the implementation of those policies, including programming ideas, development, and functions.~~

~~(3) The Commission shall conduct and supervise recreation services and programs for public recreation in its broadest sense, including playgrounds, parks, playfields, swimming pools, beaches, camps, indoor recreation centers, and any and all other recreation activities.~~

~~(B) Membership. The Park and Recreation Commission shall be composed of seven members from among the residents of the city. Five members shall serve a term of five years. Two members shall serve a term of two years.~~

~~(C) Authority and Duties. The Park and Recreation Commission shall have the following authority and duties: The Park and Recreation Commission shall have the power to make expenditures from funds so authorized and budgeted by the Council and approved by the City Manager; provided, however, that no single expenditure shall be made in an amount in excess of that authorized by City Charter.~~

(1) The Park & Recreation Commission shall supervise and control the use of public park lands, recreation, and senior citizen programs in the city, including parks, parkways, playgrounds; recreation fields and buildings; lakes, streams, and beaches therein; and all public service facilities related thereto. The Commission shall also recommend improvements for such parks as may be necessary and desirable, and shall have the authority to make reasonable administrative rules and regulations, including setting fees, governing public use of park lands and buildings, but shall at all times be subject to the direction and authority of the Council. All recreation programs shall be in accordance with the policies approved by the City Council.

(2) The Commission shall have broad programming latitude in the implementation of those policies, including programming ideas, development, and functions.

(3) The Commission shall conduct and supervise recreation services and programs for public recreation in its broadest sense, including playgrounds, parks, playfields, swimming pools, beaches, camps, indoor recreation centers, and any and all other recreation activities.

~~(C) (4) The Park and Recreation Commission shall have the power to make expenditures from funds so authorized and budgeted by the Council and approved by the City Manager; provided, however, that no single expenditure shall be made in an amount in excess of that authorized by City Charter.~~

~~(1)(a) All monies received by the Park and Recreation Commission or its representatives in the course of administering any properties or programs under its jurisdiction shall be turned over to the Treasurer at intervals of not greater than once each week for placement in the appropriate fund. No monies placed in said fund shall be transferred to any other fund unless authorized by a resolution of the Council and passed by four-fifths vote of said Council.~~

~~(2)(b) The Park and Recreation Commission shall keep such books and records or account as are necessary for a proper recording of its financial activities as determined by the City Manager. At a time prescribed by the City Manager, the Commission shall submit to the Council a proposed budget showing its estimated financial requirements for the ensuing fiscal year.~~

~~(3)(c) Expenditures may be made for the purpose of making improvements on park lands, such as planting trees, shrubs and flowers, and ornamenting or protecting the same; administering park and recreation programs for the citizens of the city; or in any other manner authorized and allowed under this section and the City Charter.~~

~~(4)~~(d) All claims and all bills incurred by the Commission shall be presented to the Council for payment and paid in the same manner as other claims against the city are paid.

~~(D)~~(5) The Park and Recreation Commission may authorize the issuance of permits for otherwise prohibited activities to allow the holders thereof to:

- ~~(1)~~(a) Remain in the parks or on the parkways, lakes or waterways during otherwise prohibited hours;
- ~~(2)~~(b) Post notices;
- ~~(3)~~(c) Park vehicles in otherwise unauthorized areas;
- ~~(4)~~(d) Aquaplane or water ski in otherwise prohibited areas;
- ~~(5)~~(e) Distribute circulars or cards;
- ~~(6)~~(f) Sell refreshments or other articles;
- ~~(7)~~(g) Bring a dog into the park for the purpose of conducting dog shows or exhibitions held under the direction of the Commission;
- ~~(8)~~(h) Conduct shows of entertainment or exhibitions;
- ~~(9)~~(i) Conduct public meetings or public speeches upon a showing to the Commission that the health and safety of those in attendance will be properly safeguarded; and
- ~~(10)~~(j) Have fires on the ice of any lake under the jurisdiction of the Commission upon showing of compliance with regulations established by the Commission for the safety of said heaters.

~~(E)~~(6) The Park and Recreation Commission shall have the authority to revoke for good cause, any permit issued either by the Commission or the designated city employee, but (except upon conviction by court) the person whose permit is subject to be revoked shall have at least five days' notice thereof in writing and the opportunity to appear before the Commission, or a committee thereof, to show cause why this permit should not be revoked.

~~(F)~~(7) The Commission and the Recreation Director shall have authority to suspend any coach, referee or other person when it is for the good of the recreation program. Such suspension may be appealed to the full Commission if requested in writing within five days to the City Manager. If not appealed within five days, the suspension shall stand. If appealed, the Commission shall meet to let the suspended individual be heard. Thereafter, the Commission shall make a finding. Such finding is final.

~~(G)~~(8) The Commission is empowered and authorized to solicit and receive gifts, bequests, or endowments of money or property as donations or grants from persons, firms or corporations including governmental agencies and to administer the funds for public park and recreation purposes subject to City Charter and city policy.

~~§ 3.302 HUMAN SERVICES COMMISSION~~

~~(A) The Human Services Commission is hereby established under the control and direction of the Council. The Commission shall act in a strictly advisory capacity to the Council and have no legislative, judicial or quasi-judicial powers of law enforcement, except in the performance of duties prescribed by division (D) of this section.~~

~~—(B) The purpose of the Human Services Commission is to aid and advise the Council in the promotion of equal opportunity in employment, housing, public accommodations, public service, education and such other affairs that affect the social well being of the citizens of Columbia Heights. In furtherance of such purpose, the Commission shall:~~

~~—(1) Study and review programs and policies and aid the Council in soliciting the cooperation of agencies, organizations, and individuals in the city in an active program directed to create equal opportunities and eliminate discriminatory practices as described in M.S. Chapter 363, as it may be amended from time to time.~~

~~—(2) Review all reports or complaints of discrimination in the city and report its findings to the Council, subject to the conditions prescribed by division (D) of this section.~~

~~—(3) Advise and aid the Council on the implementation of such recommendations as the Council determines appropriate to cooperate with the State Department of Human Rights.~~

~~—(4) Recommend to the Council from time to time such action as may seem advisable to create better human relations in the city and perform such other functions concerning human relations as the Council may determine.~~

~~—(C) The Human Services Commission shall be composed of nine members from among the residents of the city who are at least 18 years of age.~~

~~—(1) Members of the Commission shall serve for a term of three years commencing and ending in the month of April. The terms are to be staggered so that each year no more than three Commissioners are appointed to a full term.~~

~~—(2) The Commission shall be composed of the widest possible representation of the various peoples and institutions within the city and, if possible, no more than two members shall reside in any voting precinct.~~

~~—(3) The Council may terminate the appointment of any Commissioner by a majority vote without cause and without a hearing.~~

~~—(D) Upon direction of the Council, the Human Services Commission may study and make a report to the State Human Rights Commissioner on any matter referred to it by the State Department of Human Rights. Upon direction of the Council, the Human Services Commission may conduct an investigation of such matter and make such recommendations as are necessary and appropriate.~~

§ 3.303 MERIT BOARD

~~(A) The Merit Board is hereby established to investigate the discharge or suspension of city employees. The Board shall hold a public hearing upon the request of any city employee authorized to utilize the provisions of this section. The Board shall report its findings and actions taken to the Council and the Manager.~~

~~—(B) The Merit Board shall be composed of five members from among residents of the city.~~

~~—(1) Members of the Board shall serve for a term of four years, to be staggered so that each year one of the members shall be newly appointed.~~

~~—(2) Each Board member shall subscribe to and file with the City Clerk an oath for the faithful discharge of his duties.~~

~~—(C) Meetings shall be held on the first Monday in June of each year, and as are necessary to carry out the duties of the Commission.~~

~~—(D) Any suspended or discharged permanent city employee in the employ of the city continuously for one year immediately preceding said suspension or discharge may make a written demand for a public hearing and investigation into the cause of said discharge or suspension.~~

~~—(1) For purposes of this section, a PERMANENT EMPLOYEE shall be defined as any employee who has worked in a full-time or part-time capacity continuously for a period of one year, other than in a job position specifically designated as seasonal or temporary.~~

- ~~—(2) The provisions of this section shall not apply to the Manager, and to employees subject to a collective bargaining agreement, or subject to the jurisdiction of the Joint Police and Fire Civil Service Commission, as is hereinafter established.~~
- ~~—(E) The demand for a hearing shall be submitted to the Secretary of the Commission, who shall then request a written statement setting forth the causes for such discharge or suspension from the Manager.~~
- ~~—(F) The Board shall conduct a public hearing within ten days thereafter with five days' notice to the employee of the time and place for the hearing. The employee shall be provided with a copy of the statement of causes for discharge or suspension.~~
- ~~—(G) Within ten days after the completion of the hearing, the Board shall make written findings and either direct that the employee be reinstated or confirm the discharge or suspension. The Board in its discretion may order that the employee be paid any portion or all of the wages lost during the period of said suspension, or discharge.~~

§ 3.304 [RESERVED]

§ 3.305 HOUSING AND REDEVELOPMENT AUTHORITY.

(A) Except as limited by this section as it may be amended from time to time, the HRA may exercise all the powers under the HRA Act needed in order to carry out programs and projects for low and moderate income housing including, but not limited to, the following powers:

- (1) To own, manage and operate all housing facilities that are operated by CHEDA as of the effective date of this section.
- (2) To establish and operate housing development projects and housing projects (as such terms are defined in the HRA Act).
- (3) To accept control and authority over any housing program for low and moderate income persons that the city or CHEDA delegates to the HRA.
- (4) To levy special benefit taxes in accordance with Section 469.033, subdivision 6 of the HRA Act in order to pay or finance the cost of housing projects and programs for low and moderate income persons, subject to approval by the City Council in accordance with Section 469.033, subdivision 6.
- (5) To acquire and convey real or personal property or any interest therein by gift, grant, purchase, exchange, lease, transfer, bequest, devise, or otherwise, and by the exercise of the power of eminent domain.
- (6) To determine the level of low and moderate incomes within its areas of operation.
- (7) To issue bonds for any of its corporate purposes and to secure those bonds by mortgages upon property held or to be held by it or by pledge of its revenues, including grants or contributions.

(B) The HRA may not exercise any powers under M.S. §§ 469.174 to 469.179, as they may be amended from time to time, or any other powers under the HRA Act that relate solely to redevelopment; provided, however, that nothing in this section will be construed to limit the HRA's powers to carry out any housing project or housing development project that requires or includes redevelopment or that requires or includes land uses or

facilities reasonably necessary to serve or facilitate the development of housing for low and moderate persons.

§ 3.306 PLANNING AND ZONING COMMISSION.

(A) Establishment. A Planning and Zoning Commission is hereby established. ~~which shall consist of seven members to be organized as follows:~~

- ~~(1) The members shall be appointed by the Council and may be removed by a four-fifths vote of the Council. The Community Development Director, City Planner, Building Official and City Attorney shall serve as ex officio members of the commission.~~
- ~~(2) The appointed members shall serve for a term of four years to be staggered so that the term of one member shall expire each year. Every member shall take an oath that he/she will faithfully discharge the duties of office.~~
- ~~(3) The Commission shall elect a Chairperson, Vice Chairperson, and Secretary/Treasurer from among its membership. Officer positions shall be elected annually at the first meeting of the year. The Recording Secretary need not be designated from Planning Commission membership.~~
- ~~(4) Planning Commissioners must attend a minimum of 75% of regularly schedule annual meetings. Failure to meet this requirement shall result in a recommendation to the City Council for a Commissioner's removal.~~
- ~~(5) Regular monthly meetings of the Planning Commission shall take place at 6:00 p.m. on the first Tuesday of each month in City Council Chambers, unless otherwise publicly noted.~~

(B) Membership. The Planning Commission shall be composed of seven members. The Community Development Director, City Planner, Building Official and City Attorney shall serve as ex officio members of the commission. ~~The Commission shall prepare a program of work outlining activities to be undertaken by the Commission. Such a program will include an outline of data and information to be assembled as a basis for a city plan, an outline of subjects to be covered by a city plan, and an outline of types of procedure necessary to make the city plan effective. The work program may be revised from time to time.~~

(C) Authority and Duties. The Planning Commission shall have the following authority and duties:

(1) The Commission shall prepare a program of work outlining activities to be undertaken by the Commission. Such a program will include an outline of data and information to be assembled as a basis for a city plan, an outline of subjects to be covered by a city plan, and an outline of types of procedure necessary to make the city plan effective. The work program may be revised from time to time.

~~(4)(2)~~ The Commission shall prepare, adopt and maintain a comprehensive city plan for the physical development of the city. Said plan shall include proposed public buildings, street arrangements and improvements, public utility services, parks, playgrounds, and other similar developments, and the projected use of property, density of population, and other matters relating to the physical development of the city. Such a plan may be prepared in sections, each of which shall relate to a major subject of the plan, as outlined in the Commission's program of work.

~~(2)~~(3) The Commission may from time to time recommend to the Council changes or additions to the city plan or any section thereof whenever changed conditions or further studies by the Commission indicate that such amendment or addition is necessary or desirable.

~~(D)~~(1)(4) The Commission shall certify and submit to the Council an attested copy of the city plan or of any section, amendment, or addition to the city plan and recommend and advise to the Council reasonable and practicable means for putting into effect the plan, or amendments or additions thereto, so that the plan will serve as a pattern and guide for the orderly physical development of the city and as a basis for the efficient expenditure of city funds relating to the subjects of the city plan.

~~(2)~~(a) Such means shall consist of a zoning plan, the control of subdivision plats, a plan of future streets and street extensions, coordination of the normal public improvements of the city, a long term program of capital expenditures and such other matters as will accomplish the purposes of this section.

~~(E)~~(5) The Commission shall study and make recommendations for changes to the official plat map within 40 days after any proposed plat, plat subdivision, or change to the plat map has been referred to the Commission for study.

~~(4)~~(a) The Commission may recommend to the Council that the proposal be approved; be disapproved, for specific reasons as are indicated; or proposal be approved after specified changes or revisions are made therein, deferral back to the Commission for review of said revisions or changes may be requested.

~~(2)~~(b) Upon the advice of the City Engineer, the Commission may recommend that the proposed future extension or widening of city streets be indicated on the plat map.

~~(F)~~(6) The Commission shall have such duties and functions as are prescribed by the zoning code and shall comply with all procedures provided therein. The Commission shall study and make recommendations on proposed changes to the zoning code and report thereon to the Council.

~~(G)~~(7) Prior to adoption of any amendment or change to the city plan or the zoning code, the Commission shall hold at least one public hearing with ten days' notice of the time and place of such hearing to be published in the official city newspaper.

~~(H)~~(8) The Commission shall list and classify all local public works permanent improvements proposed in the city budget for the ensuing fiscal year that have been referred to the Commission. The Commission shall prepare and recommend a coordinated program of proposed public works for the ensuing fiscal year to the Council and to such other officer, department, board, or governmental bodies as have jurisdiction over the accomplishment of such public work projects.

~~(I)~~(9) The Commission shall submit to the Council a report of its work during the preceding year on or before January 1 of each year. Said report shall include a copy of the recommended programs of public works projects, as provided by division ~~(H)~~(8) of this section.

~~(10)~~ The Planning and Zoning Commission shall perform all duties and functions of the Housing Advisory and Appeals Board, as established by § 6.202(B).

§ 3.307 BOARD OF APPEALS AND ADJUSTMENTS.

The Board of Appeals and Adjustments is hereby established pursuant to M.S. Chapter 462, as it may be amended from time to time. The Board shall have authority, functions and duties prescribed by the zoning code, and shall consist of such members as provided therein.

§ 3.308 TRAFFIC COMMISSION.

~~(A) Establishment. A Traffic Commission is hereby established. which shall consist of five members. The members shall be appointed by the Council and may be removed by four fifths vote of the Council. The Public Works Director, or a person designated by the Public Works Director, and the Chief of Police, or a person designated by the Police Chief, shall serve as ex officio members of the Commission. The members shall serve for a term of four years to be staggered so that the term of one member shall expire each year. The Commission shall elect a chairperson from among its membership. The Secretary need not be designated from the Commission membership.~~

~~(B) Membership. The Traffic Commission shall be composed of five members. The Public Works Director, or a person designated by the Public Works Director, and the Chief of Police, or a person designated by the Police Chief, shall serve as ex officio members of the Commission. The Commission shall serve as an advisory body to the Council and the administrative service of the city. The Commission shall study and investigate all matters pertaining to the regulation of traffic upon the streets and ways within the city on its own initiative, or as are referred to the Commission by the Council or the administrative service of the city. The Commission shall conduct public hearings as are necessary to give full consideration to such matters. Written recommendations shall be forwarded to the Council and to the Manager.~~

~~(C) Authority and Duties. The Traffic Commission shall serve as an advisory body to the Council and the administrative service of the city. The Commission shall study and investigate all matters pertaining to the regulation of traffic upon the streets and ways within the city on its own initiative, or as are referred to the Commission by the Council or the administrative service of the city. The Commission shall conduct public hearings as are necessary to give full consideration to such matters. Written recommendations shall be forwarded to the Council and to the Manager. The Manager shall direct the administrative service to act on said recommendations upon the expiration of 30 days of receipt thereof, when authorized to do so by Chapter 7 of this code, except as otherwise provided below.~~

~~(D) The Manager shall direct the administrative service to act on said recommendations upon the expiration of 30 days of receipt thereof, when authorized to do so by Chapter 7 of this code, except as otherwise provided below.~~

~~(E)~~ Administrative action on the recommendations of the Traffic Commission shall be subject to a right of appeal to the Council by any interested person, and the right of the Council to direct that the Commission recommendations be modified or not pursued. Upon receipt of notice of appeal or Council intervention, the Manager shall suspend further administrative action until directed by Council action.

~~(E)~~ Notwithstanding the provisions of division ~~(D)~~ of this section, recommendations and findings pertaining to the regulation of traffic on a State Trunk Highway or other roads not within the exclusive jurisdiction of the city shall be submitted exclusively to the Council for further action. Where required by the laws of the State of Minnesota, consent of the State Commissioner of Highways shall be obtained prior to formal Council action on the Commission's recommendations.

~~(F) The Commission shall establish a monthly meeting date and direct the Secretary to prepare an agenda for each meeting. Said agenda shall be sent to the Commission members for their consideration at least two days prior to the meeting date.~~

§ 3.309 LIBRARY BOARD.

(A) Establishment. A Library Board is hereby established. ~~which shall be composed of five members to be appointed by the Council. The Board members shall serve three-year terms. Members shall be residents of the city.~~

(B) Membership. The Library Board shall be composed of five members.

~~(C)~~ Authority and Duties. The Library Board ~~is hereby established to~~ shall supervise and control the policy, program, use and physical plant of the city library, including all lands and equipment associated therewith and the setting of levels of service and manpower. The Board shall also recommend improvements for the library as may be necessary and desirable and shall have the authority to make reasonable administrative rules and regulations, including the setting of fees, governing public use of the library and its facilities, but shall at all times be subject to the direction and authority of the Council. All the library policies and programs shall be in accordance with the policies approved by the City Council.

~~(D)~~ The Library Director shall have the power to make expenditures from funds so authorized and budgeted by the Council and approved by the City Manager; provided, however, that no single expenditure shall be made in an amount in excess of that authorized by City Charter.

(1) All monies received or expended shall be accounted for and audited in the Library Fund as though the library were a department under the control of the City Manager or subsidiary manager as delegated.

(2) All claims and all bills incurred by the Board shall be presented to the Council for payment and paid in the same manner as other claims against the city are paid.

(3) Annually and in proper time, the Board shall approve and recommend to the Council a budget for the coming year and at least semi-annually, the Board shall approve and make a comparison by line item of its performance against the current budget together with recommendations for transfers of funds between line items.

§ 3.310 ECONOMIC DEVELOPMENT AUTHORITY.

(A) Enabling authority.

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

- (2) The board of commissioners of the CHEDA shall consist of seven members, at least two but no more than five of whom must be members of the City Council. The members shall be appointed by the Mayor with approval of the City Council.
- (3) Commissioners shall be appointed for initial terms of one, two, three, four and five years respectively, and two members for six years. Thereafter all commissioners shall be appointed for six-year terms. Notwithstanding the above provisions, the term of any commissioner who is a member of the City Council shall coincide with that member's term of office as a City Council member.
- (4) A vacancy is created in the membership of the CHEDA when a City Council member of the board of commissioners ends Council membership. A vacancy for this or any other reason must be filled for a new term or the balance of the expired term, as the case may be, in the manner in which the original appointment was made.
- (5) The following limits apply to the CHEDA and its operation:
- (a) The sale of bonds or other obligations of the CHEDA must be approved by the City Council.
 - (b) The CHEDA must follow the budget process for city departments in accordance with city policies, ordinances and resolutions and the City Charter.
 - (c) Development and redevelopment actions of the CHEDA must be in conformance with the city comprehensive plan and official controls implementing the comprehensive plan.
 - (d) The CHEDA must submit its plans for development and redevelopment to the City Council for approval in accordance with city planning procedures and laws.
 - (e) The CHEDA shall not hire permanent or temporary employees without prior approval by the City Council.
 - (f) The administrative structure and management practices and policies of the CHEDA must be approved by the City Council.
- (6) As provided in the Act it is the intention of the City Council that nothing in this section nor any activities of the CHEDA are to be construed to impair the obligations of the city or the Housing and Redevelopment Authority in and for the city under any of their contracts or to affect in any detrimental manner the rights and privileges of a holder of a bond or other obligation heretofore issued by the city or the HRA.
- (B) Implementation.
- (1) The City Council will from time to time and at the appropriate time adopt such ordinances and resolutions as are required and permitted by the Act to give full effect to this section.
 - (2) The Mayor, the City Manager and other appropriate city officials are authorized and directed to take the actions and execute and deliver the documents necessary to give full effect to this section.
 - (3) Nothing in this section is intended to prevent the city from modifying this section to impose new or different limitations on the CHEDA as authorized by the Act.

(C) EDA powers.

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

- (a) All powers under the HRA Act other than those allocated to the HRA under this section.
- (b) All powers of a city under M.S. §§ 469.124 to 469.134, as they may be amended from time to time.
- (c) All powers and duties of a redevelopment agency under M.S. §§ 469.152 to 469.165, as they may be amended from time to time, for a purpose in the HRA Act or the EDA Act, and all powers and duties in the HRA Act and EDA Act for a purpose in M.S. §§ 469.152 to 469.165, as they may be amended from time to time.
- (d) The authority to acquire property, exercise the right of eminent domain; make contracts for the purpose of redevelopment and economic development; serve as a limited partner in a partnership whose purpose is consistent with the CHEDA's purpose; buy supplies and materials needed to carry out development within the EDA Act; and operate and maintain public parking facilities.
- (e) The authority to issue bonds in accordance with the EDA Act and the HRA Act.
- (f) The authority to levy special benefit taxes in accordance with Section 469.033, subdivision 6 of the HRA Act in order to pay or finance public redevelopment costs (as defined in the HRA Act), subject to approval by the City Council in accordance with Section 469.033, subdivision 6.
- (g) All powers under M.S. §§ 469.174 to 469.179, as they may be amended from time to time, including without limitation the power to establish a housing district as defined in M.S. § 469.174, subd. 11, as it may be amended from time to time.

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

§ 3.311 [RESERVED]

~~§ 3.312 TELECOMMUNICATIONS COMMISSION.~~

~~—(A) A Telecommunications Commission is hereby established which shall consist of seven members to be organized as follows:~~

- ~~—(1) Seven members shall be appointed by the City Council. The members appointed by the City Council shall be residents of the city. A majority of Commission members shall constitute a quorum.~~
- ~~—(2) Each member of the Commission shall serve a term of two years.~~
- ~~—(3) The Assistant to the City Manager, or a person designed by him, shall be an ex officio member of the Commission.~~
- ~~—(4) If a seat on the Commission becomes vacant before the term of the seat has expired, it shall be filled by appointment by the City Council.~~
- ~~—(5) The Commission shall elect a chairperson from among its membership. The secretary need not be designated from the Commission membership.~~

~~—(6) The Commissions shall establish a monthly meeting date and conduct business of the Commission as prescribed hereinafter. A meeting agenda shall be sent to Commission members at least two days prior to the meeting date.~~

~~—(B) The Commission shall serve in an advisory capacity to the Council and the administrative service of the city. The duties and responsibilities of the Commission shall be as follows:~~

~~—(1) Study, investigate and make written recommendations to the City Council on all matters pertaining to the provision of telecommunication services within the city on its own initiative or as referred to the Commission by the Council or administrative service of the city. This shall include, but not be limited to, the following matters:~~

~~—(a) Additional services which could be furnished by the telecommunication service providers.~~

~~—(b) Rate adjustments.~~

~~—(c) Actions of a provider which may be grounds for revocation of its franchise, permit, license, or other right to do business in the city.~~

~~—(d) Provider's performance regarding subscriber complaints and interruption of service.~~

~~—(e) Operation and use of access channels.~~

~~—(f) Renewal or extension of the franchise, permit, license, or other right to do business in the city.~~

~~—(g) Channel, spectrum, or capacity allocation and programming.~~

~~—(h) Compliance of provider with terms and conditions of the franchise, permit, license, or right to do business in the city.~~

~~—(i) Possible sanctions against the provider.~~

~~—(2) Prepare and submit an annual report to the city assessing the grantee's performance according to the terms of the cable television franchise and make written recommendations to the city.~~

~~—(3) Three months prior to the fifth year of operation and every five years thereafter, the Commission shall submit a report to the city, which report shall include a written appraisal of the performance of the grantee over the entire length of the cable franchise with regard to the provisions of the cable franchise. The report shall include recommendations for revised or additional provisions of the franchise, considering at least the following items: channel capacity, channels for access, cable casting; facilities and staff assistance available for access cable casting; two-way capability, and the need for further service to be extended within the franchise area based upon a reassessment of the communications needs of the city in relation to the services generally offered by the cable industry.~~

~~§ 3.313 TREE BOARD.~~

~~—(A) There is hereby created and established a City Tree Board for the City of Columbia Heights, which shall be composed of the members of the Park and Recreation Commission.~~

~~—(B) Members of the Board shall serve without compensation.~~

~~—(C) It shall be the responsibility of the Board to study, investigate, counsel and develop and/or update annually, and administer a written plan for the care, preservation, pruning, planting, replanting, removal or disposition of public trees. Such plan will be presented annually to the City Council and upon their acceptance and approval shall constitute the official comprehensive City Tree Plan for the City of Columbia Heights, Minnesota. The Board, when requested by the City Council, shall consider, investigate, make findings, reports and recommendations upon any special matter of question coming within the scope of its work. Notwithstanding anything to the contrary herein, it shall be the responsibility of the City Forester to determine if a tree is hazardous to public safety.~~

~~—(D) The Board shall choose its own officers, make its own rules and regulations and keep a journal of its proceedings. A majority of the members shall be a quorum for the transaction of business.~~

~~—(E) The City Council shall have the right to review the conduct, acts and decisions of the City Tree Board. Any person may appeal from any ruling or order of the City Tree Board to the City Council who may hear the matter and make final decision.~~

§ 3.314 PUBLIC ARTS COMMISSION.

(A) Establishment. A Public Arts Commission is hereby established.

(B) Definition. For the purpose of this section the following definition shall apply unless the context clearly indicates or requires a different meaning.

PUBLIC ART.

- (a) Within commercial zoning districts, physical artwork which is viewable by the general public, whether on public or private land or buildings, whether owned by an individual or legal business entity of the city.
- (b) Physical artwork which is viewable by the general public installed on land owned by the city.

(C) Statement of purpose. The purpose of this section is to encourage the display of public art in the city and to provide a mechanism for the inclusion of public art and memorial structures throughout the city primarily in parks and open spaces. Public art can play a vital role in transforming the community.

- (1) Generating economic impact:
 - (a) Attracting new audiences;
 - (b) Supporting marketing efforts;
 - (c) Attracting media attention;
 - (d) Returning dollars to local economy for fabrication and installation; and
 - (e) Enhancing cultural tourism in our area.
- (2) Establishing unique identity:
 - (a) Giving character to a setting;
 - (b) Representing the history and importance of a place;
 - (c) Creating an iconic image for future generations; and
 - (d) Physically represent our values or aesthetic.
- (3) Building community, creating civic pride:
 - (a) Engaging local stakeholders in planning, design, and execution;
 - (b) Encouraging community to participate in creating their own public spaces;
 - (c) Demonstrating the strengths of a community; and
 - (d) Empowering the individuals who don't usually have a role in decision-making.
- (4) Supporting great art:
 - (a) Setting the bar for cultural developments;
 - (b) Demonstrating aesthetic sophistication; and
 - (c) Attracting artists/activity to our neighborhoods.

(D) Purpose, values, and goals. The mission of Columbia Heights’s Public Arts Commission (PAC) is to help enrich the lives of the citizens of, and visitors to, Columbia Heights by strategically integrating public art into city planning, services, design and infrastructure. The following values and goals shall guide the city in making decisions regarding public art. City departments, project committees, panels, the Public Arts Commission, and other interpreters of these goals and values should apply them as appropriate to each project, artists and affected neighborhoods. Review criteria for all policy areas of public art shall be based on these values and goals.

- (1) Encourage excellence in the city’s visual design and public arts:
 - (a) Enhance the aesthetic environment of public places within the city through engaging, unique, and high quality public artworks;
 - (b) Insure consideration of aesthetic issues in local decision making; and
 - (c) Recruitment of qualified artists.
- (2) Strengthen community identity, place, and assets:
 - (a) Build awareness of community history, cultures, landscape and the “Minnesota hometown” image;
 - (b) Develop artworks that are integrated into city building and streetscape/development projects and are compatible with their settings;
 - (c) Encourage building architecture to be consistent with the character of the area and history of the city; and
 - (d) Build Columbia Heights to be recognized as a regional cultural center.
- (3) Contribute to Columbia Heights’s health and vitality:
 - (a) Promote Columbia Heights as a community that provides its citizens with a high quality of life;
 - (b) Invite visitors to Columbia Heights as a popular art destination;
 - (c) Develop mechanisms for encouraging partnerships with and among the city’s neighborhoods, commercial areas, and city’s cultural/heritage organizations;
 - (d) Provide places for art (lakes, parks, gardens, architecture, facilities, streetscapes, trails, roadways, and art-related enterprises);
 - (e) Promote working space for artists; and
 - (f) Develop and maintain safe artworks.
- (4) Involve a broad range of people and communities:
 - (a) Enable opportunities for all citizens, neighborhoods, and organizations to participate in the planning, creation, and equal access to the cultural experiences and artworks;
 - (b) Preserve and celebrate the city’s diversities of neighborhoods, ethnicity, race, age, religion, and gender; and
 - (c) Provide pedestrian-friendly neighborhoods.
- (5) Value artists and artistic processes:
 - (a) Provide a range of creative opportunities for artists with varying degrees of experience;
 - (b) Ensure the ongoing integrity of artworks and respect the creative rights of artists; and
 - (c) Involve artists directly in the concept, design, and creation of artworks.

- (6) Use resources wisely:
 - (a) Develop and manage projects in a cost-effective manner;
 - (b) Use city funds to leverage private investment in public art and use public art to leverage private investment in other city ventures; and
 - (c) Secure and utilize the various funding sources available for public art programs.

(E) Responsibility and authority.

- (1) The Commission serves as an advisory to the City Council.
- ~~(2) The Commission does not require its own by laws.~~
- ~~(3) The Mayor appoints and the Council ratifies.~~
- ~~(4) The PAC shall be comprised of five to seven members serving on terms of three to six years with no more than two consecutive. It is recommended to stagger member terms.~~
- ~~(5) Commission officers include: Chair, Vice Chair, and Secretary.~~
- ~~(6) Residency is not required to serve on the Commission.~~
- ~~(7) The majority of the Commission members must be residents of Columbia Heights in any given.~~
- ~~(8) Non-residents serving on the Commission should be individuals that have connections to the city by either working or owning a business within the city limits, have gone to school in Columbia Heights or have family members still living in Columbia Heights.~~

Section 2

This Ordinance shall be in full force and effect 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:

Nicole Tingley, City Clerk/Council Secretary



AGENDA SECTION	ITEMS FOR CONSIDERATION
MEETING DATE	FEBRUARY 8, 2021

ITEM:	Approve Minor Subdivision for the property located at 1209 43rd Avenue NE		
DEPARTMENT:	Community Development	BY/DATE:	Aaron Chirpich/February 3, 2021
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 checked="" 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:

Bryan Behun, on behalf of the Behun Living Trust, has requested approval of a Minor Subdivision, per City Code Section 9.104 (k), for the property located at 1209 43rd Avenue NE. The subject site is zoned R-2A, One and Two Family Residential, and is surrounded on all sides by similarly zoned properties. The applicant currently owns two adjoining parcels. One is vacant, and the other is occupied by a single-family home. The applicant desires to sell both properties individually. To facilitate the sale of the properties, the applicant is requesting a lot line adjustment to relocate the center dividing line of the two parcels, as the centerline currently runs across the driveway of the single-family home. The lot line adjustment will result in two compliant lots per the zoning standards for the district.

The application was reviewed by the Planning Commission on February 2, 2021, and the Commission recommended that the Council approve the request for Minor Subdivision on a 5-0 vote, subject to the following conditions:

1. Proposed easements and/or right-of-way dedication shall be subject to review and approval by the City Engineer.
2. The applicant shall be responsible for the filing the approved subdivision with the Anoka County Recorder's Office. The approved minor subdivision shall become invalid if the subdivision is not filed with the Anoka County recorder's Office within one year of the date of City Council approval.

RECOMMENDED MOTION(S):
MOTION: Move to waive the reading of Resolution No. 2021-17, there being ample copies available to the public.
MOTION: Move to approve Resolution 2021-17, a resolution approving a minor subdivision (lot line adjustment) for 1209 43rd Avenue NE.

ATTACHMENT(S):
Resolution 2021-17
Application
Planning Report
Location Map
Existing Conditions Survey
Proposed Lot Layout

RESOLUTION NO. 2021-17

**RESOLUTION APPROVING A MINOR SUBDIVISION
(LOT LINE ADJUSTMENT) FOR 1209 43rd AVENUE NE**

WHEREAS, a proposal (Case #2021-0201) has been submitted by Bryan Behun (on behalf of the Behun Living Trust) to the City Council requesting Minor Subdivision approval from the City of Columbia Heights at the following site:

ADDRESS: 1209 43rd Avenue NE.

LEGAL DESCRIPTION: On file at City Hall.

THE APPLICANT SEEKS THE FOLLOWING: A Minor Subdivision for the property located at 1209 43rd Avenue NE.

WHEREAS, the Planning Commission has held a public hearing as required by the City Zoning Code on February 2, 2021; and

WHEREAS, the City Council has considered the advice and recommendations of the Planning Commission regarding the effect of the proposed Minor Subdivision upon the health, safety, and welfare of the community and its Comprehensive Plan, as well as any concerns related to compatibility of uses, traffic, property values, light, air, danger of fire, and risk to public safety in the surrounding areas; and

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 adopts the following findings:

1. The proposed subdivision of land will not result in more than three lots.
2. The proposed subdivision of land does not involve the vacation of existing easements.
3. All lots to be created by the proposed subdivision conform to lot area and width requirements established for the zoning district in which the property is located.
4. The proposed subdivision does not require the dedication of public rights-of-way for the purpose of gaining access to the property.
5. The property has not previously been divided through the minor subdivision provisions of this article.
6. The proposed subdivision does not hinder the conveyance of land.
7. The proposed subdivision does not hinder the making of assessments or the keeping of records related to assessments.
8. The proposed subdivision meets all of the design standards specified in Section 9.115.

FURTHER, BE IT RESOLVED that the attached conditions, survey, and other information shall

become part of this Minor Subdivision and approval; and in granting this Minor Subdivision the City and the applicant agree that this Minor Subdivision shall become null and void if the subdivision has not been filed with the Anoka County Recorder's Office within one (1) calendar year after the approval date.

CONDITIONS ATTACHED:

The Planning Commission approves the Minor Subdivision for 1209 43rd Avenue NE. subject to certain conditions of approval that have been found to be necessary to protect the public interest and ensure compliance with the provisions of the Zoning and Development Ordinance, including:

1. Proposed easements and/or right-of-way dedications shall be subject to review and approval by the City Engineer.
2. The applicant shall be responsible for the filing the approved subdivision with the Anoka County Recorder’s Office. The approved minor subdivision shall become invalid if the subdivision is not filed with the Anoka County recorder’s Office within one year of the date of City Council approval.

Passed this 8th day of February, 2021.

Offered by:

Seconded by:

Roll Call:

Attest:

Mayor, Amáda Márquez Simula

Nicole Tingley, City Clerk



COLUMBIA HEIGHTS

Community Development Department
590 40th Ave. NE. Columbia Heights, MN 55421
Phone: (763) 706-3670

MINOR SUBDIVISION (LOT SPLIT) APPLICATION ORDINANCE NO. 9.104 (K), 9.116 (C), 9.116 (D)


This application is subject to review and acceptance by the City. Applications will be processed only if all required items are submitted.

PROPERTY INFORMATION

Project Address/Location: 1209 43rd Ave NE and xxx 43rd Ave NE
Legal Description of property: Lengthy
PID # 1 36-30-24-21-0123 - Current House
PID # 2 36-30-24-21-0122 - Lot
Present use of property: 1209 43rd Ave - Single Family Home
Proposed use of property: xxx 43rd Ave - Buildable lot
Does the proposed lot split create a buildable lot? Yes No

PROPERTY OWNER (As it appears on property title):

Company Name/Individual (please print): Behun Living Trust
Contact Person (please print): Bryan Behun
Mailing Address: 1930 Ivy Lane
City: White Bear Lake State: MN Zip: 55110
Daytime Phone: N/A Cell Phone: 651-335-8590
Email Address: BryanandCathy@comcast.net

Signature/Date:  01/04/2021
1/4/2021 3:21:21 PM CST

APPLICANT:

Company Name/Individual (please print): Same as Owner
Contact Person (please print): _____
Mailing Address: _____
City: _____ State: _____ Zip: _____
Daytime Phone: _____ Cell Phone: _____
Email Address: _____

Signature/Date: _____

COLUMBIA HEIGHTS

REASON FOR REQUEST *(please attach a written narrative that describes how the proposed subdivision will be comparable to those lots already existing in the immediate neighborhood. There are some platted residential lots within the City that are different than the current standards. In reviewing requests for approval of lot splits in such areas, the City is particularly interested in determining that the lots to be created will be consistent with the character of the surrounding area.)*

FOR OFFICE USE ONLY

CASE NO: _____

APPLICATION REC'D BY: _____

DATE APPLICATION REC'D: _____

\$275.00 APPLICATION FEE REC'D: _____

RECEIPT NUMBER: _____

Approved by Planning & Zoning Commission on _____

Approved by City Council on _____



**CITY OF COLUMBIA HEIGHTS
PLANNING AND ZONING COMMISSION
PLANNING REPORT**

CASE NUMBER: 2021-0201
DATE: February 2, 2021
TO: Columbia Heights Planning and Zoning Commission
APPLICANT: Bryan Behun (on behalf of the Behun Living Trust)
LOCATION: 1209 43rd Avenue NE
REQUEST: Minor Subdivision (Lot Line Adjustment)
PREPARED BY: Bob Kirmis, Consultant City Planner

INTRODUCTION

Bryan Behun, of behalf of the Behun Living Trust, has requested approval of a Minor Subdivision, per City Code Section 9.104 (k), for property located at 1209 43rd Avenue NE.

The subject site is zoned R-2A, One and Two Family Residential and is surrounded on all sides by similarly zoned properties.

The subject property (1209 43rd Avenue NE) overlays two abutting parcels of land, both of which are owned by the applicant. The east parcel (PID 36-30-24-21-0123) measures 11,250 square feet in size and is presently occupied by a single-family home. The property is identified as Parcel A on the received certificate of survey.

The west parcel (PID 36-30-24-21-0122) measures 10,800 square feet in size and is presently vacant. The property is identified as Parcel B of the received certificate of survey.

The applicant wishes to split a nine-foot-wide portion of Parcel B and add the split portion (1,305 square feet) to the abutting Parcel A to the east.

ISSUES AND ANALYSIS

Lot Requirements. In consideration of the minor subdivision application, a determination should be made that the newly created lots meet the minimum lot area and width requirements of the applicable R-2A zoning district.

Within R-2A Districts, a minimum lot area of 6,500 square feet is required. As a result of the proposed lot line adjustment, Parcel B will be reduced in size from 10,800 square feet to 9,135 square feet. Conversely, Parcel B will be increased in size from 11,250 square feet to 12,180

square feet. In this regard, both lots meet the minimum lot area requirements of the R-2A zoning district.

According to Section 9.109.C of the Zoning Ordinance, lots within R-2A Districts must have a minimum width of 60 feet. As shown on the submitted survey, Parcel A is proposed to be increased in width from 75 feet to 84 feet while Parcel B is proposed to be reduced in width from 72 feet to 63 feet. Both proposed lots meet the minimum lot width requirements of the R-2A District.

Driveway Setback. As shown on the existing conditions survey, a driveway which serves the existing home on Parcel A, overlays the shared lot line between the two parcels. Specifically, a six-foot driveway encroachment exists upon Parcel B which is typically an undesirable condition.

As a result of the proposed lot line adjustment, the existing driveway encroachment will be eliminated. According to the proposed subdivision survey, a three-foot driveway setback is proposed along the shared side lot line which meets the minimum parking area setback requirements imposed in the R-2A zoning district. In this regard, the proposed lot line adjustment is considered positive in that it will serve to rectify an existing nonconforming setback condition.

Easements. The proposed subdivision survey calls for the creation of a 5-foot-wide drainage and utility easement along the north property lines of Parcels A and B.

As a condition of minor subdivision approval, proposed easements and/or right-of-way dedication should be subject to review and approval by the City Engineer.

Recording. As a condition of minor subdivision approval, the applicant will be responsible for the filing the approved subdivision with the Anoka County Recorder's Office.

If the minor subdivision is not filed with the Anoka County recorder's Office within one year of the date of City Council approval, it will become invalid.

FINDINGS OF FACT

Section 9.104 (K) of the Zoning Code outlines specific conditions in order for the City Council to approve a minor subdivision. They are as follows:

- 1. The proposed subdivision of land will not result in more than three lots.***

The proposed subdivision will result in two conforming lots.

- 2. The proposed subdivision of land does not involve the vacation of existing easements.***

No vacation of existing easements will occur as a result of the minor subdivision.

3. All lots to be created by the proposed subdivision conform to lot area and width requirements established for the zoning district in which the property is located.

Both newly created lots will conform to the lot width and lot area requirements of the applicable R-2A zoning designation.

4. The proposed subdivision does not require the dedication of public rights-of-way for the purpose of gaining access to the property.

The proposed subdivision does not require the dedication of public rights-of-way for the purpose of gaining access to the property.

5. The property has not previously been divided through the minor subdivision provisions of this article.

The subject property has not previously been subdivided via a minor subdivision process.

6. The proposed subdivision does not hinder the conveyance of land.

The proposed subdivision will not hinder the conveyance of land.

7. The proposed subdivision does not hinder the making of assessments or the keeping of records related to assessments.

The proposed subdivision is not expected to hinder the making of assessments or the keeping of records related to assessments.

8. The proposed subdivision meets all of the design standards specified in Section 9.115.

As a condition of minor subdivision approval, all applicable design standards of Section 9.115 of the Zoning ordinance must be satisfied.

RECOMMENDATION

Staff review finds that the proposed Minor Subdivision (lot line adjustment) application meets the requirements of the Zoning Ordinance. As a result, Staff recommends that the Planning and Zoning Commission recommend approval of the proposed Minor Subdivision for the property located at 1209 43rd Avenue NE subject to certain conditions.

Motion: Move to waive the reading of Resolution No. 2021-XX, there being ample copies available to the public.

Motion: Move that the Planning and Zoning Commission recommends that the City Council

approve the Minor Subdivision of the property located at 1209 43rd Avenue NE., subject to certain conditions of approval that have been found to be necessary to protect the public interest and ensure compliance with the provisions of the Zoning and Development Ordinance, including:

1. Proposed easements and/or right-of-way dedication shall be subject to review and approval by the City Engineer.
2. The applicant shall be responsible for the filing the approved subdivision with the Anoka County Recorder's Office. The approved minor subdivision shall become invalid if the subdivision is not filed with the Anoka County recorder's Office within one year of the date of City Council approval.

ATTACHMENTS:

Resolution No. 2021-XX

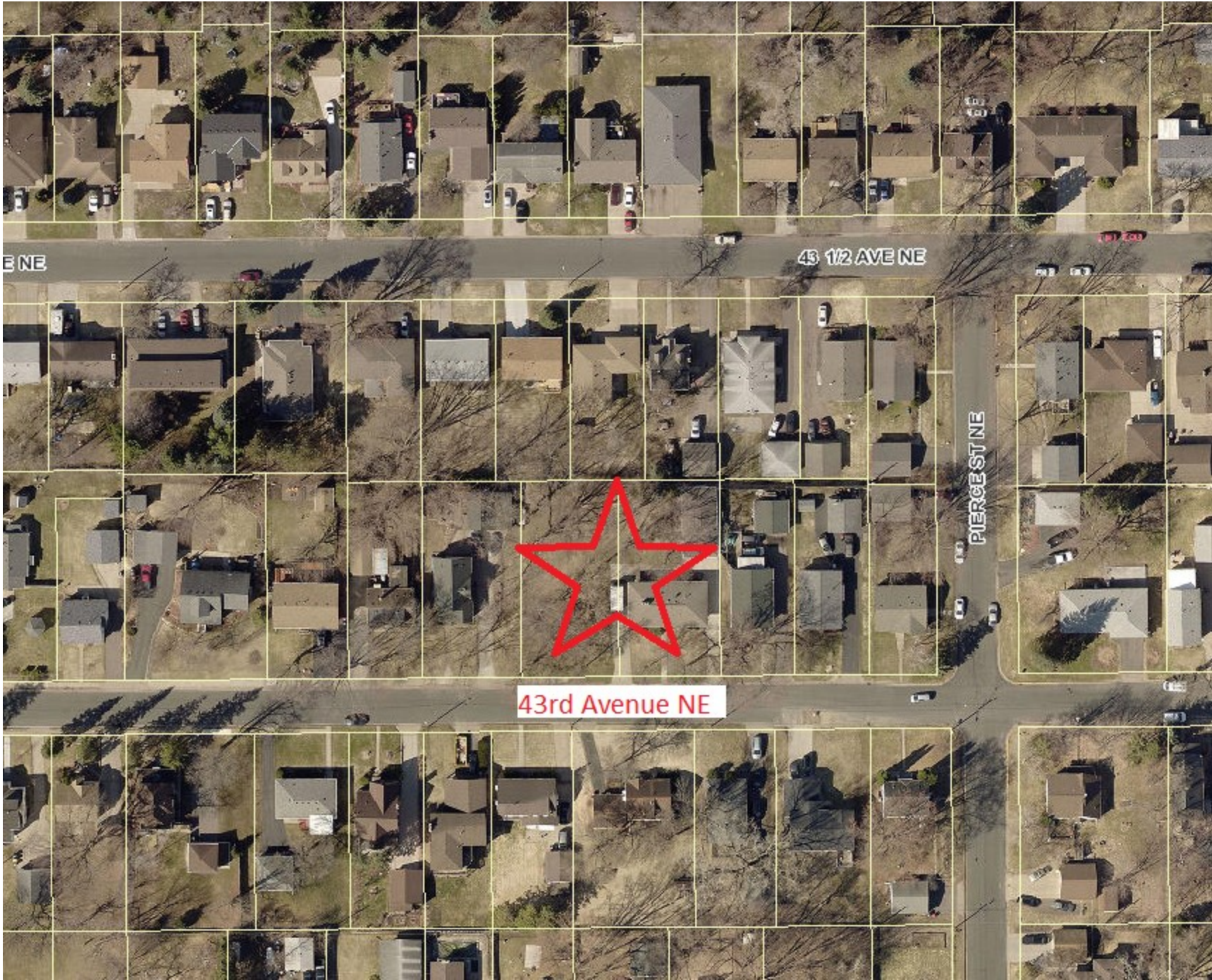
Application

Location Map

Existing Conditions Survey dated December 10, 2020

Proposed Subdivision Survey dated December 17, 2020

O & E Report



CERTIFICATE OF SURVEY

(MEASUREMENTS SHOWN IN FEET AND DECIMALS OF A FOOT)

FOR DELORES BEHUN

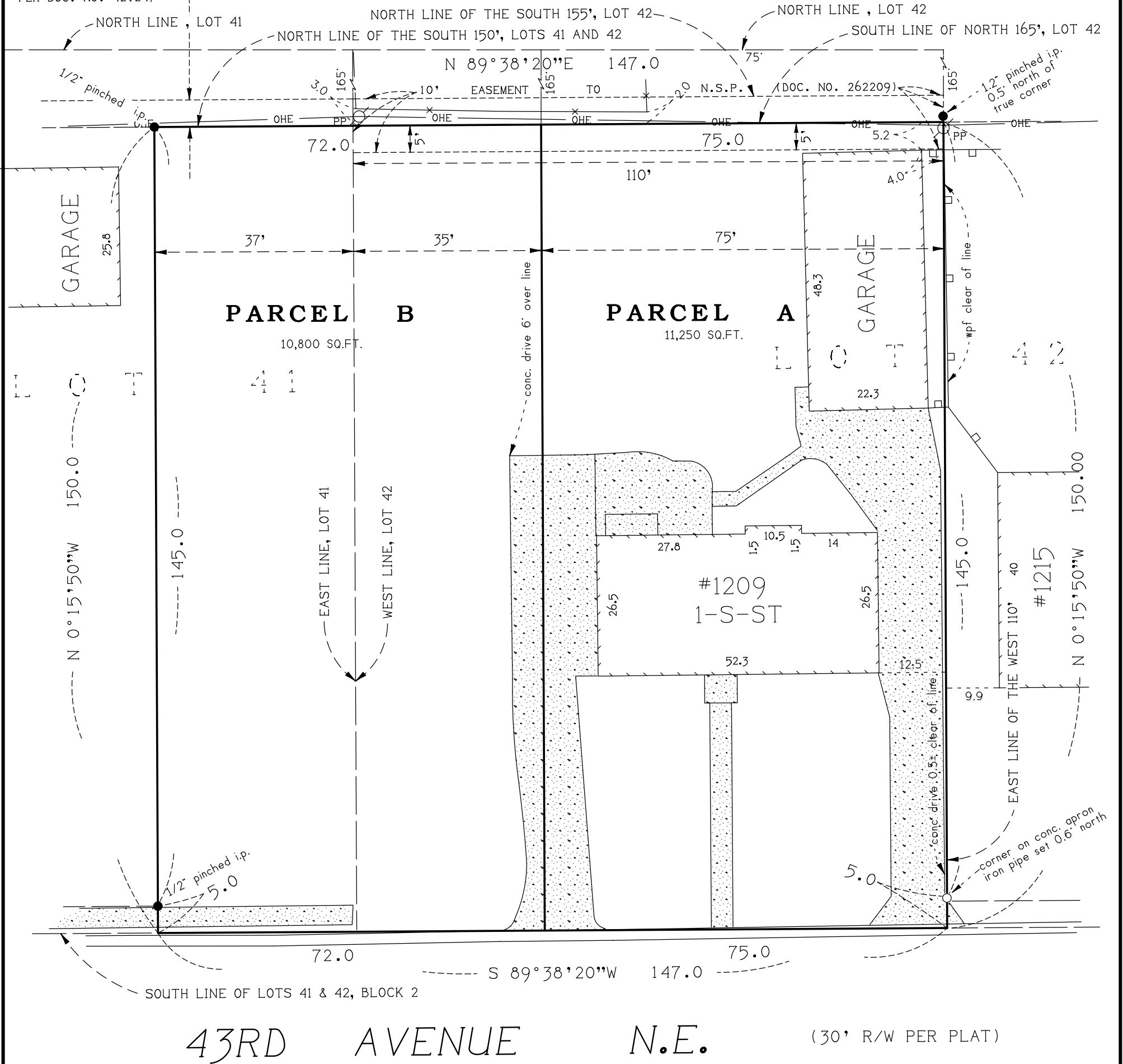
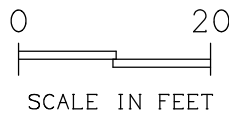
DATE 12-10-2020

I HEREBY CERTIFY THAT THIS SURVEY, PLAN OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

KURTH SURVEYING, INC.
4002 JEFFERSON ST. N.E.
COLUMBIA HEIGHTS, MN 55421
PHONE (763) 788-9769 FAX (763) 788-7602
E-MAIL: ksi@kurthsurveyinginc.com.

- = IRON PIPE MONUMENT SET
- = IRON PIPE MONUMENT FOUND
- ⊗ = SPIKE SET
- x— = CHAIN LINK FENCE (CLF)
- = WOOD PRIVACY FENCE (WPF)
- = POWER POLE-OVERHEAD LINES
- ▨ = CONCRETE SURFACE

Russell J. Kurth, L.L.S. No. 16113
Randy L. Kurth, L.L.S. No. 20270
5' UTILITY EASEMENT TO COLUMBIA HEIGHTS
PER DOC. NO. 421247



EXISTING PROPERTY DESCRIPTIONS (PER COUNTY TAX DEPT.)

PARCEL A (PIN 36-30-24-21-0123)
The east 75 feet of the west 110 feet of Lot 42, Block 2, RESERVOIR HILLS, Anoka County, Minnesota, except the north 165 feet.

PARCEL B (PIN 36-30-24-21-0122)
The west 35 feet of the south 150 feet of Lot 42 and the east 37 feet of the south 150 feet of Lot 41, Block 2, RESERVOIR HILLS, Anoka County, Minnesota.

EXISTING CONDITIONS

CERTIFICATE OF SURVEY

(MEASUREMENTS SHOWN IN FEET AND DECIMALS OF A FOOT)

REV. 12-17-20

DATE 12-10-2020

FOR DELORES BEHUN

I HEREBY CERTIFY THAT THIS SURVEY, PLAN OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

Russell J. Kurth, L.L.S. No. 16113

Randy L. Kurth, L.L.S. No. 20270

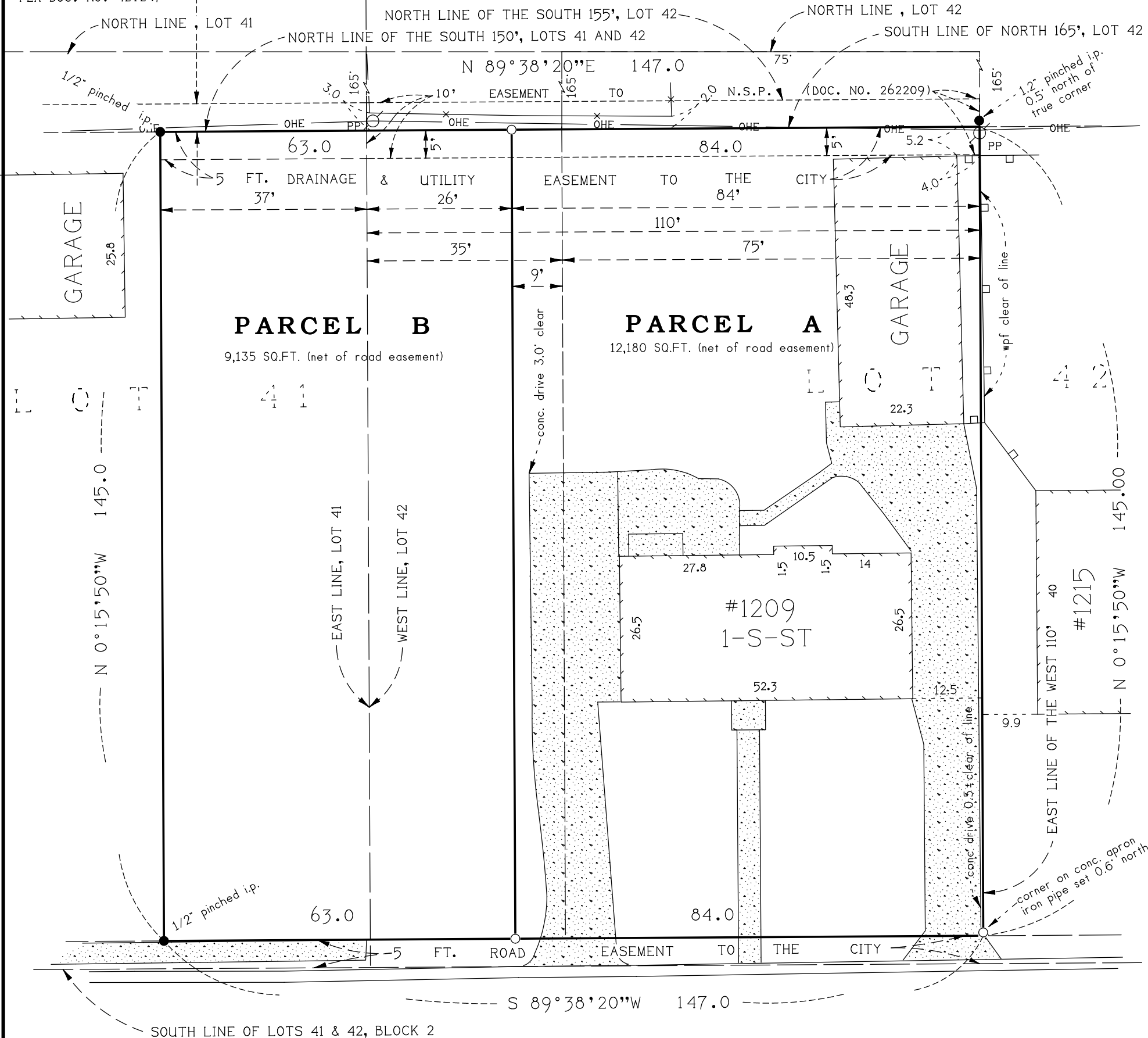
5' UTILITY EASEMENT TO COLUMBIA HEIGHTS PER DOC. NO. 421247

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- = POWER POLE-OVERHEAD LINES
- ▨ = CONCRETE SURFACE

0 20

SCALE IN FEET



43RD AVENUE N.E. (40' R/W)

PROPOSED PROPERTY DESCRIPTION - PARCEL A

That part of east 75.0 feet of the west 110.0 feet lying southerly of the north 165 feet and the east 9.0 feet of the west 35.0 ft of the south 150 feet of Lot 42, Block 2, RESERVOIR HILLS, Anoka County, Minnesota.

Reserving and subject to an easement in favor of the City of Columbia Heights for roadway purposes over the south 5.0 feet and also over the north 5.0 feet for drainage and utility purposes.

PROPOSED PROPERTY DESCRIPTION - PARCEL B

The east 37 feet of the south 150 feet of Lot 41 and the west 26 feet of the south 150 feet of Lot 42, Block 2, RESERVOIR HILLS, Anoka County, Minnesota.

Reserving and subject to an easement in favor of the City of Columbia Heights for roadway purposes over the south 5.0 feet and also over the north 5.0 feet for drainage and utility purposes.

PROPOSED LOT LINE ADJUSTMENT



AGENDA SECTION	ITEMS FOR CONSIDERATION
MEETING DATE	FEBRUARY 8, 2021

ITEM:	Approve the Classification of Tax Forfeit Property										
DEPARTMENT:	Community Development	BY/DATE:	Mitchell Forney, 2/4/21								
CITY STRATEGY:	<table border="0"> <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:

The property located at 1836 39th Avenue NE is currently going through the tax forfeiture process. As part of the process, the Anoka County Board of Commissioners has passed Anoka County Resolution 2020-139 classifying certain forfeit lands throughout Anoka County as Non-Conservation. Non-Conservation classification means that the properties will not be held by the State once the forfeiture process is complete. Non-Conservation properties are typically sold at auction to the highest bidder. It is the City’s role during this process to approve the classification and sale of the properties located within Columbia Heights.

As part of the tax forfeiture process, the City is given the opportunity to purchase the property before it is openly sold to the public. Community Development staff do not believe that acquiring 1836 39th Avenue is in the best interest of the City. The property is not a redevelopment priority and will likely be sold to an investor and improved on the open market.

Resolution 2021-18 confirms the classification of the subject property and allows Anoka County to coordinate the sale of the property with the State.

RECOMMENDED MOTION(S):
<p>MOTION: Move to waive the reading of Resolution No. 2021-18, there being ample copies available to the public.</p> <p>MOTION: Move to adopt resolution No. 2021-18, approving the classification and sale of a tax forfeit parcel in the City of Columbia Heights, MN, legally described as: Lot 4, and the West 2 feet of Lot 3, Hart Lake Manor, Anoka County, Minnesota.</p>

ATTACHMENT(S):

1. Resolution 2021-18
2. Classification List
3. Anoka County Resolution 2020-139

A resolution of the City Council for the City of Columbia Heights, Minnesota approving the classification and sale of a tax forfeit parcel in the City of Columbia Heights, MN, legally described as: Lot 4, and the West 2 feet of Lot 3, Hart Lake Manor, Anoka County, Minnesota.

WHEREAS, the City of Columbia Heights has received notification from the Anoka County Board of Commissioners that Lot 4, and the West 2 feet of Lot 3, Hart Lake Manor, Anoka County, Minnesota, PID 36-30-24-43-0100 has been classified as Non-Conservation tax forfeited land; and

WHEREAS, the classification and sale of any tax forfeited land lying within the bounds of any incorporated municipality must be approved by the governing body of such municipality; and

WHEREAS, the City has no need for the above-mentioned parcel.

NOW THEREFORE, BE IT RESOLVED, that the City of Columbia Heights has no need for a parcel known as: Lot 4, and the West 2 feet of Lot 3, Hart Lake Manor, Anoka County, Minnesota, PID 36-30-24-43-0100; and

BE IT FURTHER RESOLVED, that the City of Columbia Heights hereby approves the classification and sale of this tax forfeit parcel; and

BE IT FINALLY RESOLVED, that the City Clerk is hereby authorized to submit a copy of this resolution to Anoka County for their records.

ORDER OF COUNCIL

Passed this 8th day of February, 2021

Offered by:

Seconded by:

Roll Call:

Amáda Márquez Simula, Mayor

Attest:

Nicole Tingley, City Clerk/Council Secretary

2020 Classification List
CITY OF COLUMBIA HEIGHTS

HART LAKE MANOR

36-30-24-43-0100

Abstract

CITY OF COLUMBIA HEIGHTS W 2 FT OF LOT 3 &
ALL OF LOT 4 HART LAKE MANOR

State of Minnesota

County of Anoka
State of Minnesota

The Foregoing classification of lands above described lying within the boundaries of the
CITY OF COLUMBIA HEIGHTS in said County and State is hereby approved.

Dated _____

Attest: _____

The CITY COUNCIL of the
CITY OF COLUMBIA
HEIGHTS

(CLERK)

BY _____
(MAYOR)

BOARD OF COUNTY COMMISSIONERS

Anoka County, Minnesota

DATE: December 15, 2020

RESOLUTION #2020-139

OFFERED BY COMMISSIONER: Meisner

**2020 TAX-FORFEIT CLASSIFICATION OF NON-CONSERVATION
PROPERTY FOR LAND SALE PURPOSES**

WHEREAS, the real property described in the attached 2020 Tax-Forfeit Classification List, has forfeited to the state of Minnesota for the failure to pay ad valorem real estate taxes pursuant to provisions Minnesota Statutes, Chapter 279, Chapter 280 and Chapter 281; and,

WHEREAS, Anoka County Board of Commissioners, Anoka County, Minnesota ("County Board"), has determined that it is advisable to sell the real property described in 2020 Tax-Forfeit Classification List; and,

WHEREAS, pursuant to the provisions of Minnesota Statute, Section 282.01, Subdivision 1, the County Board is required to classify all tax-forfeited property as conservation or non-conservation; and,

WHEREAS, the County Board has considered the present use of adjacent lands found in 2020 Tax-Forfeit Classification List, the productivity of the soil, the character of forest or other growth, the accessibility of the lands listed to establish roads, schools, and other public services, and their peculiar suitability or desirability for particular uses; and,

WHEREAS, pursuant to the provisions of Minnesota Statutes, Section 282.01, Subdivision 1 (h), if the tax-forfeit property is located within the boundaries of an organized town or incorporated municipality, a classification, reclassification and sale must first be approved by the town board of the town or governing body of the municipality in which the lands are located; and,

WHEREAS, the town board of the town or the governing body of the municipality is considered to have approved the classification or reclassification and sale if the County Board is not notified of the disapproval of the classification or reclassification and sale within 60 days of the date the request for approval was transmitted to the town board of the town or governing body of the municipality; and,

WHEREAS, if the town board or a governing body of a municipality or a park and recreation board in a city of the first-class desires to acquire any parcel lying in the town or municipality, it may file a written request with the County Auditor pursuant to the provisions of Minnesota Statutes, Section 282.01, Subdivision 1a; and,

WHEREAS, upon written request to the County Auditor from a state agency or governmental subdivision of the state, a parcel of unsold tax-forfeited land must be withheld from sale or lease to others for a maximum of six months ("withholding period"); and,

WHEREAS, if the request is from a governmental subdivision of the state, the governmental subdivision must pay the maintenance cost incurred by the county during the period the parcel is withheld; and,

WHEREAS, if a town board, governing body of the municipality or a governmental subdivision wishes to purchase a parcel of tax forfeit property it shall do so during the withholding period; and,

WHEREAS, if the town board, governing body of the municipality or a governmental subdivision fails to submit an application and a resolution of the board or governing body to acquire the property within the withholding period, the county may offer the property for sale upon the expiration of the withholding period:

NOW, THEREFORE, BE IT RESOLVED that Anoka County, by and through its Board of Commissioners, does hereby classify each parcel shown on the 2020 Tax-Forfeit Classification List as non-conservation and approved for sale, subject to review by the town boards, and governing bodies of municipalities in Anoka County under Minnesota Statutes, section 282.01.

RESOLUTION #2020-139
Page 2

BE IT FURTHER RESOLVED that the Anoka County land commissioner shall forward a copy of this resolution to the town board of any organized township and to the governing body of an incorporated municipality in Anoka County for their review.

BE IT FURTHER RESOLVED that if the town board or governing body of a municipality fails to notify the County Board of the disapproval of a classification and sale of any of the lands described herein within sixty days of the date, the request herein is transmitted to the town board or governing body of a municipality, it will be deemed to have approved the classification and sale.

BE IT FURTHER RESOLVED that if the town board or governing body desires to acquire any parcel lying in the town or municipality under Section 282.01, it shall, within sixty days of the request for classification and sale, file a written application with the County Board to withhold the parcel from public sale for six (6) months.

BE IT FURTHER RESOLVED that if a governmental subdivision files a written application with the County Board to withhold a parcel from public sale for six (6) months, the governmental subdivision shall pay maintenance costs incurred by the county during the six-month period while the property is withheld from public sale, provided the property is not offered for public sale after the six-month period.

BE IT FURTHER RESOLVED that if the town board or governing body of the municipality fails to submit an application and a resolution of the board or governing body to acquire the property within the withholding period, the county may offer the property for sale upon the expiration of the withholding period.

JKW

ANOKA COUNTY
PROPERTY RECORDS AND
2020 DEC 17 P 1:17

STATE OF MINNESOTA)
COUNTY OF ANOKA) SS

I, Dee Guthman, County Administrator, Anoka County, Minnesota, hereby certify that I have compared the foregoing copy of the resolution of the county board of said county with the original record thereof on file in the Administration Office, Anoka County, Minnesota, as stated in the minutes of the proceedings of said board at a meeting duly held on December 15, 2020, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Witness my hand and seal this 15th day of December 2020.


DEE GUTHMAN
DEPUTY COUNTY ADMINISTRATOR

	YES	NO
DISTRICT #1 – LOOK	X	
DISTRICT #2 – BRAASTAD	X	
DISTRICT #3 – WEST	X	
DISTRICT #4 – MEISNER	X	
DISTRICT #5 – GAMACHE	X	
DISTRICT #6 – REINERT	X	
DISTRICT #7 – SCHULTE	X	

2020 CLASSIFICATION LIST
EXHIBIT A

Tax Parcel Number Description of Property

CITY OF ANDOVER
Commissioner District 5
UNPLATTED

29-32-24-42-0006 Abstract THAT PRT OF GOVT LOT 4 SEC 29 TWP 32 RGE 24 DESC AS FOL: COM AT SE COR OF SD GOVT LOT 4, TH N ALG E LINE THEREOF 598.25 FT TO C/L OF S COON CRK DR TH NWLY ALG SD C/L 229.7 FT TH SWLY AT RT ANG TO SD C/L 217.8 FT TO POB TH NWLY AT RT ANG & PRLW C/L OF S COON CRK DR 400 FT TH SWLY AT RT ANG TO A PT BEING 720 FT NLY AT RT ANG TO S LINE OF SAID GOVT LOT & 722.9 FT W OF THE SE COR THEREOF TH SELY & PRL TO SD C/L OF S COON CRK DR 400 FT TH NELY AT RT ANG TO POB; EX RD; SUBJ TO EASE OF REC

CITY OF BLAINE
Commissioner District 6
LUCKOWS PINE VIEW

24-31-23-14-0104 Abstract OUTLOT A LUCKOWS PINE VIEW; SUBJ TO EASE OF REC

CITY OF COLUMBIA HEIGHTS
Commissioner District 4
HART LAKE MANOR

36-30-24-43-0100 Abstract HART LAKE MANOR CITY OF COLUMBIA HEIGHTS W 2 FT OF LOT 3 & ALL OF LOT 4 HART LAKE MANOR

CITY OF COLUMBUS
Commissioner District 6
UNPLATTED

24-32-22-22-0003 Abstract THAT PRT OF THE W1/2 OF THE NW1/4 DESC AS FOL: BEG AT THE PT OF INTER OF THE W LINE OF SD NW1/4 WITH OLD SLY R/W LINE OF CSAH NO 23 (AKA LAKE DR NE), TH SLY ALG SD W LINE 800 FT, TH ELY AT RT ANG 920 FT, TH NLY AT RT ANG 423 FT +OR- TO SD SLY R/W LINE, TH NWLY ALG SD SLY R/W LINE 995 FT +OR- TO THE POB; EX RD; SUBJ TO EASE OF REC

CITY OF EAST BETHEL
Commissioner District 2
UNPLATTED

33-34-23-31-0010 Abstract THAT PRT OF NE1/4 OF SW1/4 SEC 33 TWP 34 RGE 23 LYG NELY OF CASH NO 26, EX RD SUBJ TO EASE OF REC

CITY OF FRIDLEY
Commissioner District 4
FRIDLEY PARK

15-30-24-44-0014 Abstract LOT 7 BLK 18 FRIDLEY PARK, SUBJ TO EASE OF REC

CITY OF HAM LAKE
Commissioner District 2
UNPLATTED

34-32-23-21-0006 Abstract THAT PRT OF THE NE1/4 OF THE NW1/4 OF SEC 34-32-23 LYG SLY OF THE SLY R/W LINE OF CO RD NO 116 (AKA BUNKER LAKE BLVD NE); EX RD; SUBJ TO EASE OF REC

CITY OF LINO LAKES
Commissioner District 6
UNPLATTED

35-31-22-22-0006 Abstract THAT PRT OF W 395 FT OF NW1/4 OF NW1/4 OF SEC 35 TWP 31 RGE 22 LYG N OF N LINE OF LOT 1 WHITLOCKS SUB, EX RD SUBJ TO EASE OF REC

CITY OF ST. FRANCIS
Commissioner District 1
CLUBHSE PONDS GOLF COURSE

33-34-24-34-0076 Abstract THAT PRT OF LOT 1 BLOCK 1 CLUBHOUSE AT PONDS GOLF COURSE LYG WLY, NWLY AND SWLY OF FOL DESC LINE: COM AT SE COR OF SD LOT 1, TH S 89 DEG 36 MIN 47 SEC W, ASSD BRG, ALG S LINE OF SD LOT 1, 63.68 FT TO POB OF LINE TO BE DESC, TH N 03 DEG 58 MIN 30 SEC W, 67.67 FT, TH N 57 DEG 51 MIN 11 SEC W, 138.18 FT, TH N 25 DEG 59 MIN 38 SEC E, 368.75 FT, TH N 58 DEG 51 MIN 46 SEC W 167.67 FT TO NWLY LINE OF SD LOT 1 AND SD LINE THERE TERM, EX RD SUBJ TO EASE OF REC