



Mayor
 Gary L. Peterson
Councilmembers
 Robert A. Williams
 Bruce Nawrocki
 Donna Schmitt
 John Murzyn, Jr.
City Manager
 Walter R. Fehst

City of Columbia Heights

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 Visit our website at: www.columbiaheightsmn.gov

The following is the agenda for the regular meeting of the City Council to be held at **7:00 PM on Monday, August 8, 2016** in the City Council Chambers, City Hall, 590 40th Avenue N.E., Columbia Heights, Minnesota.

The City of Columbia Heights does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its services, programs, or activities. Upon request, accommodation will be provided to allow individuals with disabilities to participate in all City of Columbia Heights' services, programs, and activities. Auxiliary aids for disabled persons are available upon request when the request is made at least 96 hours in advance. Please call the City Clerk at 763-706-3611, to make arrangements. (TDD/706-3692 for deaf or hearing impaired only.)

1. CALL TO ORDER

1A. APPOINT SECRETARY PRO TEM

2. ROLL CALL

3. INVOCATION- Invocation provided by Bill Hugo, St Matthew Lutheran Church

4. PLEDGE OF ALLEGIANCE

5. ADDITIONS/DELETIONS TO MEETING AGENDA

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

6. PROCLAMATIONS, PRESENTATIONS, RECOGNITION, ANNOUNCEMENTS, GUESTS

Introduction of Sarah Burghardt, Sun Focus reporter for the City of Columbia Heights

7. 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.)

A. Approve Minutes of the City Council

pg 3

MOTION: Move to approve the minutes of the City Council meeting of July 25, 2016

B. Accept Board and Commission Meeting Minutes

pg 6

MOTION: Move to accept the minutes of the EDA meeting of June 6, 2016

pg 16

MOTION: Move to accept the minutes of the EDA Special meeting June 13, 2016

pg 33

MOTION: Move to accept the minutes of the EDA meeting of July 21, 2016

pg 42

MOTION: Move to accept the minutes of the HRA meeting of March 14, 2016

pg 46

C. City of Columbia Heights, Minnesota Resolution 2016-65, Accepting a contribution from the Columbia Heights Activity Fund in the amount of \$17,373 and amending the 2016 Budget for the City's Contributions Fund 883 for the same amount.

MOTION: Move to waive the reading of Resolution 2016-65, there being ample copies available to the public.

MOTION: Move to adopt City of Columbia Heights, Minnesota, Resolution 2016-65, being a resolution accepting a contribution of \$17,373 from the Columbia Heights Activity Fund, and amending the 2016 budget for the City's Contributions Fund 883 for the same amount.

D. Resolution 2016-66 Awarding the Purchase of a Police Vehicle and Radio, and Amending the Related 2016 Budgets. pg 48

MOTION: Move to waive the reading of Resolution 2016-66, there being ample copies available to the public.

MOTION: Move to adopt City of Columbia Heights, Minnesota, Resolution 2016-66, being a resolution awarding the purchase of a police vehicle to Ford of Hibbing in the amount of \$24,178, the purchase of a police radio through Anoka County in the amount of \$4,550, and amending the 2016 budgets of the Insurance Fund 884 and the Capital Equipment Fund 431 to appropriate these amounts.

E. An Ordinance opting out of the requirements of Minnesota Statutes, Section 462.3593. pg 51

MOTION: Waive the reading of Ordinance No 1632, there being ample copies available to the public.

MOTION: Move to approve Ordinance No 1632, being an Ordinance opting out of the requirements of Minnesota Statutes, Section 462.3593, on first consideration. The second consideration will take place on August 22nd, 2016 at approximately 7:00pm in the Council Chambers of Columbia Heights City Hall.

F. Approve Business License Applications pg 54

MOTION: Move to approve the items as listed on the business license agenda for August 8, 2016.

G. Payment of Bills pg 56

MOTION: Move that in accordance with Minnesota Statute 412.271, subd. 8, the City Council has received the list of claims paid covering check number 162225 through 162407 in the amount of \$ 1,611,981.83.

MOTION: Move to approve the Consent Agenda items.

8. PUBLIC HEARINGS

9. ITEMS FOR CONSIDERATION

- A. Other Ordinances and Resolutions
- B. Bid Considerations
- C. New Business and Reports

10. ADMINISTRATIVE REPORTS

Report of the City Manager
Report of the City Attorney

11. CITIZENS FORUM

At this time, citizens have an opportunity to discuss with the Council items not on the regular agenda. Citizens are requested to limit their comments to five minutes. Anyone who would like to speak shall state his/her name and address for the record.

12. ADJOURNMENT

**OFFICIAL PROCEEDINGS
CITY OF COLUMBIA HEIGHTS
CITY COUNCIL MEETING
JULY 25, 2016**

The following are the minutes for the regular meeting of the City Council held at 7:00 PM on Monday July 25, 2016 in the City Council Chambers, City Hall, 590 40th Avenue N.E., Columbia Heights, Minnesota

1. CALL TO ORDER

Mayor Peterson called the meeting to order at 7:27 p.m.

2. ROLL CALL

Present: Mayor Peterson, Councilmembers Nawrocki, Williams, Schmitt and Murzyn, Jr.

Also Present: Walt Fehst; City Manager, Jim Hoeft; City Attorney, and Katie Bruno; City Clerk/Council Secretary

3. INVOCATION

Invocation provided by Max Richter, Community United Methodist Church

4. PLEDGE OF ALLEGIANCE

5. ADDITIONS/DELETIONS TO MEETING AGENDA

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

1. Mayor Peterson announced item 8A is being removed; the property was brought into compliance.
2. Councilmember Schmitt requested the addition of a report from the League of Minnesota Cities Policy Committee meeting be added under New Business and Reports.

6. PROCLAMATIONS, PRESENTATIONS, RECOGNITION, ANNOUNCEMENTS, GUESTS

A. Presentation from Crest View Communities; Shirley Barnes

Shirley Barnes presented a Certificate of Commendation for the City of Columbia Heights and the Columbia Heights Public Schools, recognizing the recent designation of All America City in 2016.

Mayor Peterson accepted the Resolution on behalf of the City.

7. 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.)

A. Approve Minutes of the City Council

MOTION: Move to approve the minutes of the City Council meeting of July 11, 2016

B. Accept Board and Commission Meeting Minutes

MOTION: Move to accept the minutes of the Charter Commission meeting of April 21, 2016

MOTION: Move to accept the minutes of the Library Board meeting of June 1, 2016

C. Adopt Summary for publication of Ordinance No. 1628 being an Ordinance amending Chapter 8, Article IV of City Code.

MOTION: Move to adopt a summary for publication for Ordinance No. 1628 being an Ordinance amending

Chapter 8, Article IV of City Code of 2005 relating to the adoption of the Minnesota State Fire Code.

D. Consideration of approval of attached list of rental housing applications.

MOTION: Move to approve the items listed for rental housing license applications for July 25, 2016, in that they have met the requirements of the Property Maintenance Code.

E. Approve Business License Applications

MOTION: Move to approve the items as listed on the business license agenda for July 25, 2016.

F. Payment of Bills

MOTION: Move that in accordance with Minnesota Statute 412.271, subd. 8, the City Council has received the list of claims paid covering check number 162033 through 162224 in the amount of \$1,010,345.76.

Motion by Councilmember Williams, seconded by Councilmember Nawrocki to approve the consent agenda. All Ayes, Motion Carried.

8. PUBLIC HEARINGS

A. Revocation of the license to operate a rental unit within the City of Columbia Heights is requested against rental properties at 4515 Fillmore Street NE (Resolution No. 2016-55) for failure to meet the requirements of the Property Maintenance Codes. (Item removed, property owner has made required corrections.)

9. ITEMS FOR CONSIDERATION

A. Other Ordinances and Resolutions

B. Bid Considerations

C. New Business and Reports

1. Report from the League of Minnesota Cities Policy Committee meeting.

Councilmember Schmitt reported she attended the LMC Policy meeting on July 18th. She reported cities will need to look at the *small houses for healthcare* legislation. City Manager Fehst reported the council is scheduled to discuss that at the August worksession.

Councilmember Schmitt also noted changes in the retention policy for body cameras. City Attorney Jim Hoeft reported Columbia Heights has an existing policy, and he will review it with Captain Austin and blend it with the policy created by the LMC. Statewide Massage Therapist licensure and pawn broker regulation was discussed as well.

Councilmember Nawrocki also attended the policy meeting; reporting he attended the improving fiscal futures committee. A copy of the proposed law regarding temporary health care dwellings was distributed.

10. ADMINISTRATIVE REPORTS

Councilmember Nawrocki suggested a letter be sent to a resident who assisted stranded travelers during a recent storm.

Councilmember Nawrocki requested an updated on the total of the new library expenses, including all expenses as well as revenue sources.

Councilmember Nawrocki reported the parade is not on the cable channel.

Councilmember Nawrocki requested the records be checked regarding the property at 4860 Monroe to determine when the house was built. City Manager Walt Fehst reported the house is currently lower than the street.

Councilmember Nawrocki reported he would have liked to see more details in the newsletter article regarding the tax levy increase.

Councilmember Nawrocki requested the City Manager let the Council know when he will be out of the office.

Mayor Peterson announced National Night Out is Tuesday August 2nd. The four visitors from Lomianki will be visiting the week of August 2nd as well.

11. CITIZENS FORUM

Connie Buesgens-1021 44th Ave NE asked if he temporary dwelling item will be discussed at a future council meeting, as she would like to hear both sides of the issue. City Manager Walt Fehst explained staff is not comfortable with the current proposal for a variety of reasons, also noting most other cities have chosen to opt out.

Frost Simula-1700 49th Ave NE reported that predatory remodeling continues to be a recurrent theme in the Twin Cities. Mr. Simula suggested a point of sale program could be beneficial. City Attorney Jim Hoeft reported the City has looked at point of sales programs in the past. Hoeft also commented that there are crooks in all areas, and it is important for the buyer to beware. Mayor Peterson suggested neighbors also be observant and aware of work being done in their neighborhoods without the proper permits; encouraging residents to call the Building Inspector.

Mayor Peterson reminded residents to remember our servicemen and women, as well as our Police Officers and Firefighters.

12. ADJOURNMENT

Meeting adjourned at 8:09 p.m.

Respectively Submitted,
Katie Bruno, Council Secretary/City Clerk

**ECONOMIC DEVELOPMENT AUTHORITY (EDA)
MINUTES OF THE MEETING OF
JUNE 6, 2016**

The meeting was called to order at 6:30 pm by Bruce Nawrocki (Secretary/Treasurer).

Members Present: Donna Schmitt, John Murzyn, Marlaine Szurek,, Bruce Nawrocki ,and Gerry Herringer. Bobby Williams arrived at 6:55 pm.

Members Absent: Gary Peterson

Staff Present: Walt Fehst, Joseph Hogeboom, Keith Dahl, Joe Kloiber, Gary Gorman, and Shelley Hanson.

Legal Counsel: Martha Ingram from Kennedy & Graven
Stacy Kvilvang from Ehlers and David Mullen from Dougherty & Co.

PLEDGE OF ALLEGIANCE- RECITED

CONSENT ITEMS

1. **Approve the Minutes from April 4, 2016, and May 2, 2016–**
2. **Approve the Financial Report and Payment of Bills for April 2016 on Resolution 2016-12.**

Questions by Members:

No questions or comments.

Motion by Szurek , seconded by Murzyn , to waive the reading of Resolution 2016-12 there being an ample amount of copies available to the public. All ayes. MOTION PASSED.

Motion by Szurek , seconded by Murzyn, to approve the Minutes and Financial Report and Payment of Bills for April as presented. All ayes. MOTION PASSED.

RESOLUTION NO. 2016-12

A Resolution of the Economic Development Authority of Columbia Heights, Minnesota, Approving the Financial Statements for Month of APRIL, 2016 and the Payment of the Bills for the Month of April, 2016.

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

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

WHEREAS, the financial statement for the month of April, 2016 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.

Passed this 6th day of June, 2016.

Motion by: Szurek
Seconded by: Murzyn

BUSINESS ITEM

1. Discussion of Refinancing Tax Increment Refunding Revenue Bonds-Series 2016 for the Huset Park Redevelopment Area Project.

Hogeboom explained that Martha Ingram, the EDA Bond Attorney, had supplied the Board members with a memorandum dated June 1, 2016 summarizing Refunding Bonds for the Huset Park Development. This memo addressed the Series 2007 bonds issued under the prior contract with an outstanding amount of \$2,475,000 for public infrastructure improvements and another with an outstanding amount of \$6,650,000 to cover redevelopment costs within the TIF District. Ingram reminded the members that these are not General Obligation Bonds, but are Revenue Bonds supported by Revenues from the TIF District.

The Redeveloper has requested a refund of the current bonds because it will lower the interest rate which means the debt service payments on the Refunding Bonds will be lower. This will result in some tax increment remaining after payment on the Refunding Bonds, which will be used to pay down the TIF Note (in addition, you will recall that the Contract requires the Redeveloper to construct a senior housing facility within the TIF District, which will generate additional tax increment that will also be used to pay principal and interest on the TIF Note). The Redeveloper recognizes that refunding the Current Bonds primarily benefits the Redeveloper, and has therefore agreed to pay all actual costs of issuance related to the issuance of the Refunding Bonds. The EDA will not pay any costs related to the refunding. In addition, the Redeveloper will pay an administrative fee of \$100,000 to the EDA to be allocated to other redevelopment purposes within the City.

The EDA must adopt a Resolution awarding the sale of the Refunding Bonds along with approving several documents required in connection with the refunding. The EDA's action must then be approved by the City Council. This will be brought to both the EDA and the City Council at the June 13, 2016 meeting for approval. Ingram further explained the format of the Resolution which was drafted to allow flexibility for both the timing of the transaction and to get the best rates possible without the need to wait for additional scheduled meetings. Stacy Kvilvang from Ehlers and a representative from Dougherty & Co. were present to answer questions of the members.

Questions by members:

Nawrocki asked what the benefit was to the City. Ingram stated that the City will receive the administrative fee of \$100,000 and that the lower interest rate will allow the developer to pay down the TIF note quicker.

Herringer asked for more detail on the parameter approach to the Resolution approving the Refund of the Bonds which Ingram provided. He asked what rating the bonds would have. The underwriter stated that the bonds are not rated. Herringer then asked how the amount of \$100,000 was arrived at as the administrative fee the City would be paid. Kloiber (Finance Director) told members that an estimated figure was arrived at based on the interest savings and then the final amount was established through further negotiations.

Hogeboom told members that no action was needed at this meeting, as the Resolution will be considered at the June 13th special meeting.

2. Conveyance of Certain Real Property from the EDA to the City-Resolution 2016-13.

Dahl told members that over the years, the Columbia Heights Economic Development Authority (EDA) has acquired property within the City of Columbia Heights for economic development purposes. The property that the EDA acquires is exempt from property tax under Minnesota Statutes, Section 272.02, Subdivision 39 for a specified amount of time. The EDA will start paying property taxes at the end of the applicable exemption period. If the EDA determines that the redevelopment for a specific property will take longer than the exemption period or the EDA determines to utilize specific property for City use, it is in the EDA's best interest to transfer title of certain properties to the City of Columbia Heights. Staff has identified seven properties that are in the EDA's best interest to transfer title because these seven properties have been dedicated for municipal use by the City; these properties are as follows:

825 41st Ave.	PID: 35-30-24-14-0151
837 41st Ave.	PID: 35-30-24-14-0155
894 42nd Ave.	PID: 35-30-24-14-0157
4301 Quincy St.	PID: 35-30-24-14-0159
839 41st Ave.	PID: 35-30-24-14-0160
828 40th Ave.	PID: 35-30-24-41-0114
1309 Circle Terrace Blvd.	PID: 36-30-24-24-0025

Dahl told members that the first 5 properties are part of the Public Safety Site, and therefore it makes sense to have it in the City's name to remain tax exempt. The lot at 828 40th Avenue is currently the community garden space across the street from the Library. If not transferred to the City, the EDA will have to start paying taxes on the lot next year. The lot on Circle Terrace is the site being used to build the community building at the City of Peace Park and as park land it should be owned by the City.

Staff recommends approval of Resolution 2016-13, a resolution authorizing the conveyance of the aforementioned, EDA owned, properties to the City.

Questions from members:

Schmitt asked if the 828 40th Ave site could still be sold with the Library if someone wants it. Schmitt was told it could still be sold. Herringer asked if the transfer would have any effect on the restrictions we have on that lot since it was purchased with CDBG funds. Kloiber stated that the restrictions would still pertain to the site and that it could result in the City having to repay a proportionate amount of the property value to Anoka County. However, he said Anoka County has worked with the City in the past to re-grant the funds somehow, or there are several ways to meet the conditions.

Schmitt said the legal descriptions should be verified as she didn't think some of them made sense. Staff will confirm they are correct.

Nawrocki asked how much it would cost to do the transfers. Hogeboom stated that it will only cost the recording fees to record the Title changes and that it will save the EDA from having to pay taxes on the properties.

Motion by Szurek , seconded by Schmitt, to waive the reading of Resolution 2016-13, there being ample copies available to the public. All ayes. MOTION PASSED.

Motion by Szurek , seconded by Schmitt, to adopt Resolution 2016-13, Resolution authorizing the conveyance of certain property by the Columbia Heights Economic Development Authority to the City of Columbia Heights. All ayes. MOTION PASSED.

**COLUMBIA HEIGHTS ECONOMIC DEVELOPMENT AUTHORITY
RESOLUTION NO. 2016-13
RESOLUTION AUTHORIZING THE CONVEYANCE OF CERTAIN PROPERTY BY
THE COLUMBIA HEIGHTS ECONOMIC DEVELOPMENT AUTHORITY TO
THE CITY OF COLUMBIA HEIGHTS**

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

Section 1. Recitals.

1.01. The Authority owns certain property (the "Property") located in the City of Columbia Heights (the "City"). A description of the Property is attached as Exhibit A.

1.02. The City has constructed a public works facility on five of the parcels making up the Property, a community garden on the sixth parcel, and a children's playground on the seventh.

1.03. The Property thus having been dedicated to municipal uses by the City, the Authority has determined that it is in the best interest of the Authority and City that the Authority convey the Property to the City.

Section 2. Authority Approval; Further Proceedings.

2.01. The Authority hereby approves the conveyance of the Property to the City, to be held by the City for its municipal purposes.

2.02. The President and Executive Director are hereby authorized to execute on behalf of the Authority any documents required to carry out, on behalf of the Authority, the conveyance of the Property, including without limitation any deed.

Approved by the Board of Commissioners of the Columbia Heights Economic Development Authority this 6th day of June, 2016.

President

ATTEST:

Secretary

**EXHIBIT A (Legal Descriptions were corrected from those in agenda)
Property**

Public safety facility:

Lot 1, Block 1, Northwestern 2nd Addition, Anoka County, Minnesota
Outlots A, C, E, and F, Northwestern 2nd Addition, Anoka County, Minnesota
825 41st Avenue, PID No. 35-30-24-14-0151
837 41st Avenue, PID No. 35-30-24-14-0155
894 42nd Avenue, PID No. 35-30-24-14-0157
4301 Quincy Street, PID No. 35-30-24-14-0159
839 41st Avenue, PID No. 35-30-24-14-0160

Community garden:

Lots 47 and 48, Block 63, Columbia Heights Annex to Minneapolis, Anoka County, Minnesota
828 40th Avenue, PID No. 35-30-24-41-0114

Children's playground:

And

That part of Lot Nine (9), Block One (1), lying east of the west line of former Lot forty-three (43), Block Four (4), Reservoir Hills, Columbia Heights, Anoka County, Minnesota, all in Circle Terrace 2nd Addition, together with an easement for driveway purposes over the southwesterly 4 feet of Lot 8, Block 1, Circle Terrace 2nd Addition, Anoka County, Minnesota. (Torrens)

That part of Lot 9, Block 1, Circle Terrace 2nd Addition which lies in Lots 41 and 42, Reservoir Hills, together with an easement for driveway purposes over the Southwesterly 4 feet of Lot 8, Block 1, Circle Terrace 2nd Addition, Anoka County, Minnesota. (Abstract)

1309 Circle Terrace Blvd., PID No. 36-30-24-24-0025

3. Single Family Rental Home Property Discussion

The Economic Development Authority (EDA) held a goal setting session with the Planning and Zoning Commission (P&Z) in March to review redevelopment goals within Columbia Heights. One of the goals reviewed was establishing a comprehensive housing program that will help increase values, manage and reduce the number of single family rental properties, generate a wider range of price point options and encourage reinvestment. Following direction from the EDA, staff was advised to research single-family rental housing and reconvene a separate meeting to discuss how the City can enhance neighborhood livability through more proactive management of single-family rental housing. Therefore, staff desires to continue discussions about the single-family rental housing within Columbia Heights.

There are many factors that directly and indirectly contribute to local single-family rental markets – including population, demographics, area median income (AMI), age of housing stock, and area economics. Columbia Heights experienced a surge in single-family rental housing starting in 2008 when the collapse of the housing market swept through the Twin Cities. The economic turmoil of the Great Recession displaced many homeowners as high unemployment increased the amount of foreclosures. And as foreclosures increased, Columbia Heights’ rental market experienced a resurgence of single-family rental housing.

Since 2008, Community Development and Fire Department staff have worked in tandem to track rental property trends. The figures below were attained by Columbia Heights through the issuance of rental licenses over the years. 2015 is the most recent data calculated because the total rental permits issued cannot be attained until the end of a given year. Staff would like to note, single-family rental housing has been declining over the last few years though rental permits have gradually increased. Also, attached is the *Twin Cities Metro Rental Chart* for comparison of single-family rental housing metro wide.

	Total Rental Permits Issued	Single-Family Permits Issued		Percentage of Single-Family Rental Properties
2008	668	444	66.47%	8.16%
2009	721	483	66.99%	8.88%
2010	761	515	67.67%	9.47%
2011	864	572	66.20%	10.52%
2012	872	627	71.90%	11.53%
2013	939	610	64.96%	11.21%
2014	977	569	58.24%	10.46%
2015	971	503	51.80%	9.25%

***Total Single-Family Properties in Columbia Heights is 5439**

Rental property trends in Columbia Heights seem to have plateaued and/or started to decrease, however rental properties are still branded with negative connotations. Community Development staff met with colleagues from the Fire Department and Police Department to discuss property maintenance concerns and crime associated with single-family rental housing. Staff’s intent was to determine if these negative connotations associated with rental properties are, in fact, real problems or actually just preconceived notions.

The conversations derived from the staff meeting concluded that single-family rental housing is not the real issue and incorporating more proactive management of single-family rental housing may not enhance neighborhood livability. The real issues that brand rental properties with negative connotations are, in fact, contributed to rental density and cultural barriers. Attached is

Columbia Heights Single-Family Rental Housing, Crime Overlay Map to represent the correlation between crime and rental density.

Staff isn't making a recommendation. This is only meant to provide information to the EDA to identify different options, if any, to proceed with enhancing neighborhood livability through more proactive management of single-family rental housing.

Comments from members:

Gary Gorman, Fire Chief, stated the figures for 2016 to date are as follows: 984 Total Rental Units, plus 67 family exempt properties, and approximately 20 more in process.

Szurek thinks we have a much higher percentage of single family homes as rental units than other suburbs. She thinks it is better for the City to have more owner occupied homes as owners tend to take better care of their properties. Nawrocki agreed with Szurek.

There was a discussion as to the reasons we have such a high percentage of rental property. During the housing/foreclosure crisis it became a lucrative investment for buyers to buy up homes and rent them out. Our homes were especially attractive since they were affordable and companies came in and purchased dozens of them. Gorman stated prior to the housing crisis most rental properties were owned by individuals who had just a few homes, compared to the present where corporations have purchased them in large numbers.

Nawrocki asked what pro-active things the Council should consider. Dahl said there are several options for the EDA/City Council to consider:

1. Limit the number of rental. This has been attempted in several cities, but usually in small towns with colleges. The issue of limiting rentals has gone to litigation all the way to the Supreme Court, but was never resolved because the parties either were issued rental licenses or they sold the properties before the case was decided.

2. Higher density rental usually increases crimes rates in the surrounding area. Crime rates aren't necessarily increased when comparing a specific owner occupied home to a rental home, but when the density of rentals is significant, the crime rate tends to be higher. So possibly limiting rentals to so many per block could be considered.
3. Our demographics are also part of the problem. So many of our renters and owners are immigrants and may not understand how to take care of a home and the expectations of maintaining a house and yard. She said it might help if there were classes to help educate them on the basics.

Gorman told members that property maintenance complaints are about the same on owner occupied residences versus rental property. He said their department averages about 400-500 lawn/weed complaints per year and about 200 complaints for junk/storage issues.

4. Let the market dictate and just keep monitoring.
5. Hold a class about how to take care of property, especially if cited.
6. Could go back to offering rebates for home improvements but limit them to work that increases the value such as remodeling or additions, not for maintenance/repair projects.

4. Update on 4303 Reservoir Blvd

Dahl informed the Commission members that Timbercraft has submitted the plans for the construction of the single family home for review.

Nawrocki asked if the item regarding Tollberg Homes was to be considered as part of this agenda. Dahl explained briefly what the information passed out to the members was about and said he would have to get more information about this before it could be brought to the EDA for consideration. Formal action would be required to approve the request which could not happen at this meeting.

Hogeboom reminded members there will be a special EDA meeting on June 13, 2016 prior to the Council Meeting to take action on 3 items.

The meeting was adjourned at 7:30 pm.

Respectfully submitted,

Shelley Hanson
Secretary

**ECONOMIC DEVELOPMENT AUTHORITY (EDA)
MINUTES OF THE SPECIAL MEETING OF
JUNE 13, 2016**

The meeting was called to order at 6:30 pm by Gary Peterson.

Members Present: Donna Schmitt, John Murzyn, Marlaine Szurek,, Bruce Nawrocki , Gerry Herringer, Bobby Williams and Gary Peterson.

Staff Present: Walt Fehst, Joseph Hogeboom, Keith Dahl, Joe Kloiber, and Shelley Hanson.

Also present: Martha Ingram from Kennedy & Graven and Frank Hogan from Dougherty & Co.

PLEDGE OF ALLEGIANCE- RECITED

BUSINESS ITEM

1. Authorization to Issuance of Tax Increment Revenue Refunding Bonds (Huset Park Area Redevelopment Project), Series 2016, and Providing the Form, Terms, Pledge of Revenues, and Findings, Covenants, and Directions Relating to the Issuance of Such Obligations-Resolution 2016-14.

Hogeboom explained that this issue was discussed at the June 6th meeting and that he had provided the members with a report that provided a brief history of the Columbia Heights Economic Development Authority's \$2,890,000 Tax Increment Revenue Bonds (Huset Park Area Redevelopment Project), Series 2007, which currently remain outstanding in the amount of \$2,475,000 (the "Current Bonds"), as well as a summary of the process required to refund the Current Bonds. The Current Bonds were issued in connection with certain public infrastructure improvements constructed as part of the Huset Park Tax Increment Financing District (the "TIF District"), pursuant to the Amended and Restated Contract for Private Redevelopment between the Columbia Heights Economic Development Authority ("EDA"), the City of Columbia Heights ("City"), and BNC National Bank, as successor in interest to Huset Park Development Corporation ("BNC"), dated as of August 1, 2007, as amended (the "Prior Contract"), and pursuant to the Second Amended and Restated Contract for Private Redevelopment between the EDA, the City, and Columbia Heights Leased Housing Associates I, LLLP (the "Redeveloper"), dated as of October 30, 2015 (the "Contract").

The EDA issued the Current Bonds pursuant to the Prior Contract. The EDA pledged tax increment generated by all improvements to be constructed on the Redevelopment Property to the payment of debt service on the Current Bonds. The Current Bonds were issued after the first phases of construction required under the Prior Contract were complete, and the par amount of the Current Bonds was based on the flow of tax increment generated by the completed phases, such that tax increment generated by the completed phases of construction has always been sufficient to pay principal and interest in full on each payment date.

The EDA also issued its Taxable Tax Increment Revenue Note, Series 2007A, in the principal amount of \$6,650,000 (the “TIF Note”) to Huset Park Development Corporation (“HPDC”), to reimburse HPDC for certain public redevelopment costs incurred by HPDC in development of the housing improvements within the TIF District. Like the Current Bonds, the TIF Note is also secured by tax increment generated within the TIF District, but on a subordinate basis to the Current Bonds. Since HPDC defaulted under the Prior Contract and never completed any improvements beyond the first phases, there has not been enough tax increment generated within the TIF District to pay any debt service on the TIF Note. Therefore, the TIF Note remains outstanding in the full original principal amount. The TIF Note was assigned to the Redeveloper on October 30, 2015 at the real estate closing on the Redevelopment Property from BNC to the Redeveloper, and is now held by the Redeveloper.

The Contract with the Redeveloper, which the EDA and City Council approved in April of this year, provides that the EDA will agree to refund the Current Bonds if requested by the Redeveloper (see pertinent language in the attached Exhibit A). The Redeveloper has now made this request. Refunding the Current Bonds is financially beneficial to the Redeveloper because bonds issued to refund the Current Bonds (the “Refunding Bonds”) will carry lower interest rates, which means that the debt service payments on the Refunding Bonds will be lower. This will result in some tax increment remaining after payment on the Refunding Bonds, which will be used to pay down the TIF Note (in addition, you will recall that the Contract requires the Redeveloper to construct a senior housing facility within the TIF District, which will generate additional tax increment that will also be used to pay principal and interest on the TIF Note). The Redeveloper recognizes that refunding the Current Bonds primarily benefits the Redeveloper, and has therefore agreed to pay all actual costs of issuance related to the issuance of the Refunding Bonds. The EDA will not pay any costs related to the refunding. In addition, the Redeveloper will pay an administrative fee of \$100,000 to the EDA to be allocated to other redevelopment purposes within the City.

The Redeveloper has engaged Dougherty & Company as underwriter (i.e. purchaser) for the Refunding Bonds. In order to refund the Current Bonds, the EDA must adopt a resolution awarding the sale of the Refunding Bonds to Dougherty and approving several documents required in connection with the refunding, and the EDA’s action must be approved by the City Council. The actions being considered by the EDA and City Council on this date and Martha Ingram, an associate from Kennedy and Graven was present at both the EDA and the Council meetings to answer any questions the EDA and/or City Council had about the legal documents, the financial aspects of the process, or the contractual arrangement providing for this refunding.

A copy of the First Amendment to Paying Agent Agreement between Columbia Heights EDA and Bond Trust Services Corp was included in the agenda packets for the members to review.

Questions by members:

Nawrocki wanted confirmation that if the Tax Revenue doesn't generate enough funds that the City/EDA has no liability financially to the developer or bond holder. Ingram stated that is correct.

Herringer questioned the amount of interest accumulating on the outstanding note. Kloiber stated that he can look up the exact amount for the members if they want it but the note is subordinate to the bond and that by taking this action more money can be applied to the Note's principal and interest. He explained that once again the City/EDA is not responsible for the Note payments.

Motion by Williams, seconded by Nawrocki, to waive the reading of Resolution 2016-14, there being ample copies available to the public. All ayes. MOTION PASSED.

Motion by Williams, seconded by Nawrocki, to adopt Resolution 2016-14, a Resolution to Issue Tax Increment Revenue Refunding Bonds (Huset Park Area Redevelopment Project), Series 2016, and Providing the Form, Terms, Pledge of Revenues, and Findings, Covenants, and Directions Relating to the Issuance of Such Obligations. All ayes. MOTION PASSED.

COLUMBIA HEIGHTS ECONOMIC DEVELOPMENT AUTHORITY

RESOLUTION NO. 2016-14

RESOLUTION AUTHORIZING THE ISSUANCE OF TAX INCREMENT REVENUE REFUNDING BONDS (Huset Park Area Redevelopment Project), Series 2016, and Providing the Form, Terms, Pledge of Revenues, and Findings, Covenants, and Directions Relating to the Issuance of Such Obligations

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

SECTION 1. BACKGROUND.

1.01. The Columbia Heights Economic Development Authority (the “Authority”) and the City of Columbia Heights, Minnesota (the “City”) previously established the Huset Park Area Tax Increment Financing District (the “TIF District”) pursuant to authority granted by Minnesota Statutes, Sections 469.174 through 469.1794, as amended (the “Tax Increment Act”), within the Downtown CBD Redevelopment Project (the “Redevelopment Project”), and adopted a tax increment financing plan for the purpose of financing certain improvements within the TIF District. In order to provide for the redevelopment of the Redevelopment Project and the TIF District, the Authority entered into an Amended and Restated Contract for Private Redevelopment, dated as of August 1, 2007, between the Authority, the City, and BNC National Bank, as successor in interest to Huset Park Development Corporation, dated as of August 1, 2007, as amended, and pursuant to the Second Amended and Restated Contract for Private Redevelopment, dated October 30, 2015 (the “Contract”) between the Authority, the City, and Columbia Heights Leased Housing Associates I, LLLP, a Minnesota limited liability limited partnership (the “Redeveloper”).

1.02. Pursuant to Section 469.178 of the Tax Increment Act, the Authority is authorized to issue and sell its bonds for the purpose of financing or refinancing public redevelopment costs of the Redevelopment Project and to pledge tax increment revenues derived from a tax increment financing district established within the Redevelopment Project to the payment of the principal of and interest on such obligations.

1.03. On August 3, 2007, the Authority issued its Tax Increment Revenue Bonds (Huset Park Area Redevelopment Project), Series 2007 (the “Prior Bonds”), in the original aggregate principal amount of \$2,890,000, pursuant to the TIF Act, Minnesota Statutes, Sections 469.001 through 469.047, as amended, and Minnesota Statutes, Sections 469.090 through 469.1082, as amended (collectively, the “Act”). The Authority applied the proceeds of the Prior Bonds to finance certain public redevelopment costs of the Redevelopment Project (the “Project Costs”). The Prior Bonds are currently outstanding in the principal amount of \$2,475,000 and are subject to redemption at the option of the Authority on or after August 15, 2015, at a price of par plus accrued interest.

SECTION 2. ISSUANCE OF BONDS.

2.01. In order to refinance the Project Costs through the redemption and prepayment of the outstanding Prior Bonds, pay costs of issuance and related costs with respect to the Bonds, and fund a reserve fund, the Board hereby authorizes the issuance of its Tax Increment Revenue Refunding Bonds (Huset Park Area Redevelopment Project), Series 2016 (the “Bonds”), in a principal amount not to exceed \$2,800,000. The Bonds shall be issued on such date and upon the terms and conditions determined by the Executive Director of the Authority (the “Executive

Director”), provided that the yield on the Bonds (for arbitrage purposes) shall not exceed 3.375%. The Bonds may be designated such other name or names as determined to be appropriate by the Executive Director. The Bonds shall be issued in one or more series as the Executive Director may determine, and shall be assigned a separate series designation determined by the Executive Director for each series issued by the Authority. The Bonds are authorized to be issued as obligations the interest on which is not includable in gross income for federal and State of Minnesota income tax purposes. This authorization to issue the Bonds is effective without any additional action of the Board and shall be undertaken by the Executive Director on such date or dates and upon the terms and conditions deemed reasonable by the Executive Director. The Board hereby authorizes the sale of the Bonds to Dougherty & Company LLC (the “Underwriter”) upon the offer of the Underwriter to purchase the Bonds in accordance with the terms of a Bond Purchase Agreement between the Authority and the Underwriter (the “Bond Purchase Agreement”) and conforming to the parameters set forth in this paragraph.

2.02. There have been presented to the Board forms of the following documents: (i) a First Amendment to Paying Agent Agreement (the “Paying Agent Agreement”), between the Authority and Bond Trust Services Corporation (the “Paying Agent”), which amends the Paying Agent Agreement with respect to the Prior Bonds, dated as of August 1, 2007, between the Authority and the Paying Agent; and (ii) a Bond Purchase Agreement. The Paying Agent Agreement and the Bond Purchase Agreement are hereby approved in substantially the forms on file with the Authority on the date hereof, subject to such changes not inconsistent with this resolution and applicable law that are approved by the Executive Director of the Authority.

Upon approval by the Executive Director of the Paying Agent Agreement and Bond Purchase Agreement, the Chair and the Executive Director are authorized and directed to execute such documents on behalf of the Authority.

2.03. The Bonds shall have the maturities, interest rate provisions, shall be dated, numbered, and issued in such denominations, shall be subject to mandatory and optional redemptions and prepayment prior to maturity, shall be executed, and authenticated in such manner, shall be in such form, and shall have such other details and provisions as are prescribed in the Paying Agent Agreement. The form of the Bonds included in the Paying Agent Agreement is approved in substantially the form in the Paying Agent Agreement, subject to such changes not inconsistent with this resolution and applicable law, and subject to such changes as are approved by the Executive Director. Without limiting the generality of the foregoing, the Executive Director is authorized to approve the original aggregate principal amount of each series of Bonds to be issued under the terms of this resolution (subject to the maximum aggregate

principal amount for all series authorized by this resolution), to establish the terms of redemption, the principal amounts subject to redemption, and the dates of redemption of the Bonds, and to approve other changes to the other terms of the Bonds which are deemed by the Executive Director to be in the best interests of the Authority. The issuance and delivery of the Bonds shall be conclusive evidence that the Executive Director has approved the terms and provisions of the Bonds in accordance with the authority granted by this resolution. The proceeds derived from the sale of the Bonds, and the earnings derived from the investment of such proceeds, shall be held, transferred, expended, and invested in accordance with determinations of the Executive Director. Upon approval by the Executive Director of the Bonds, the Chair and the Executive Director are authorized and directed to execute such Bonds on behalf of the Authority.

2.04. The Bonds shall be secured by the terms of the Paying Agent Agreement and shall be payable solely from Available Tax Increment (as defined in the Paying Agent Agreement) that is expressly pledged to the payment of the Bonds pursuant to the terms of the Paying Agent Agreement. The covenants, representations and warranties of the Authority contained in the Paying Agent Agreement are expressly incorporated herein for the benefit of the holders of the Bonds.

2.05. It is hereby found, determined and declared that the issuance and sale of the Bonds, the execution and delivery by the Authority of the Paying Agent Agreement and the Bond Purchase Agreement (the "Authority Documents"), and the performance of all covenants and agreements of the Authority contained in the Authority Documents, and of all other acts required under the Constitution and laws of the State of Minnesota to make the Bonds the valid and binding special obligations of the Authority enforceable in accordance with their respective terms, are authorized by applicable Minnesota law, including, without limitation, the Tax Increment Act, and this Resolution.

2.06. Under the provisions of the Tax Increment Act, and as provided in the Paying Agent Agreement and under the terms of the Bonds, the Bonds are not to be payable from or chargeable against any funds other than the revenues pledged to the payment thereof; the Authority shall not be subject to any liability thereon other than from such revenues pledged thereto; no holder of any Bonds shall ever have the right to compel any exercise by the Authority of its taxing powers (other than as contemplated by the pledge of tax increment revenues under the terms of the Paying Agent Agreement) to pay the principal of, premium, if any, and interest on the Bonds, or to enforce payment thereof against any property of the Authority other than the property expressly pledged thereto; the Bonds shall not constitute a charge, lien or encumbrance, legal or equitable, upon any property of the Authority other than the revenues expressly pledged thereto; the Bonds shall recite that the Bonds are issued without a pledge of the general or moral obligation of the Authority, and that the Bonds, including interest thereon, are payable solely from the revenues pledged to the payment thereof; and the Bonds shall not constitute a debt of the Authority within the meaning of any constitutional or statutory limitation of indebtedness.

SECTION 3. REFUNDING OF PRIOR BONDS; FINDINGS; REDEMPTION OF PRIOR BONDS.

3.01. The outstanding Prior Bonds will be called for redemption on August 15, 2016, or the first date on which timely notice of redemption can be given (the "Redemption Date"), in the principal amount of \$2,475,000 plus accrued interest to the Redemption Date. It is hereby found and determined that based upon information presently available from the Authority's municipal advisor, the issuance of the Bonds will result in a reduction of debt service costs to the Authority.

3.02. It is hereby found and determined that the proceeds of the Bonds deposited in the Redemption Fund created under the Paying Agent Agreement, along with any other funds on hand in the reserve fund established for the Prior Bonds, will be sufficient to prepay all of the principal of, interest on and redemption premium (if any) on the Prior Bonds on the Redemption Date.

3.03. The Prior Bonds maturing after the Redemption Date will be redeemed and prepaid on the Redemption Date. The Prior Bonds will be redeemed and prepaid in accordance with their terms and in accordance with the terms and conditions set forth in the form of Notice of Call for Redemption attached hereto as EXHIBIT A, which terms and conditions are hereby approved and incorporated herein by reference. The registrar for the Prior Bonds is authorized and directed to send a copy of the respective Notice of Call for Redemption to each registered holder of the Prior Bonds at least thirty (30) days prior to the Redemption Date.

SECTION 4. DISCLOSURE DOCUMENTS AND CLOSING CERTIFICATES.

4.01. The Authority approves the preparation and distribution of a Preliminary Official Statement and an Official Statement with respect to the offer and sale of the Bonds. In order to provide for continuing disclosure with respect to the Bonds, to the extent deemed necessary, required, or appropriate by the Executive Director, the Executive Director may execute a certificate providing for continuing disclosure with respect to the Bonds.

4.02. The Executive Director is authorized to furnish to the purchasers of the Bonds, on the date of issuance and sale of the Bonds, a certificate that, to the best of the knowledge of such officer, the Official Statement (or other form of disclosure document) does not, as of the date of closing, and did not, as the time of sale of the Bonds, contain any untrue statement of a material fact necessary in order to make the statements made therein, in light of the circumstances under which they were made, not misleading. Unless litigation shall have been commenced and be pending questioning the Bonds, the proceedings for approval of the Bonds, tax increment

revenues generated or collected for payment of the Bonds, revenues pledged for payment of the Bonds, or the organization of the Authority, or incumbency of its officers, the Chair and the Executive Director shall also execute and deliver a suitable certificate as to absence of material litigation, and the Executive Director shall also execute and deliver a certificate as to payment for and delivery of the Bonds, and the signed approving legal opinion of Kennedy & Graven, Chartered, as to the validity and enforceability of the Bonds and the tax-exempt status of interest on the Bonds.

4.03. The Chair, the Executive Director, and other agents, officers, and employees of the Authority are hereby authorized and directed, individually and collectively, to furnish to the attorneys approving the Bonds, on behalf of the purchasers of the Bonds, certified copies of all proceedings and certifications as to facts as shown by the books and records of the Authority, and the right and authority of the Authority to issue the Bonds, and all such certified copies and certifications shall be deemed representations of fact on the part of the Authority. Such officers, employees, and agents of the Authority are hereby authorized to execute and deliver, on behalf of the Authority, all other certificates, instruments, and other written documents that may be requested by bond counsel, the Underwriter, the Paying Agent, or other persons or entities in conjunction with the issuance of the Bonds and the expenditure of the proceeds of the Bonds. Without imposing any limitations on the scope of the preceding sentence, such officers and employees are specifically authorized to execute and deliver a certificate relating to federal tax matters including matters relating to arbitrage and arbitrage rebate, a receipt for the proceeds derived from the sale of the Bonds, an order to the Paying Agent, a general certificate of the Authority, and an Information Return for Tax-Exempt Governmental Obligations, Form 8038-G (Rev. September 2011).

SECTION 5. BANK QUALIFICATION. The Authority hereby designates the Bonds as “qualified tax-exempt obligations” for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the “Code”), and represents that the Authority does not reasonably anticipate that the Authority, the City, or any other subordinate entity of the City will issue in calendar year 2016 more than \$10,000,000 of bonds or other tax-exempt obligations (excluding “private activity bonds” other than “qualified 501(c)(3) bonds,” as such terms are defined in the Code, and excluding certain refunding obligations, that are not included in the \$10,000,000 limitation set forth in Section 265(b)(3)(C)(i) of the Code).

SECTION 6. MISCELLANEOUS.

6.01. All agreements, covenants, and obligations of the Authority contained in this resolution and in the above-referenced documents shall be deemed to be the agreements, covenants, and obligations of the Authority to the full extent authorized or permitted by law, and all such agreements, covenants, and obligations shall be binding on the Authority and enforceable in accordance with their terms. No agreement, covenant, or obligation contained in this resolution or in the above-referenced documents shall be deemed to be an agreement, covenant, or obligation of any member of the Board, or of any officer, employee, or agent of the Authority in that person's individual capacity. Neither the members of the Board, nor any officer executing the Bonds shall be liable personally on the Bonds or be subject to any personal liability or accountability by reason of the issuance of the Bonds.

6.02. Nothing in this resolution or in the above-referenced documents is intended or shall be constructed to confer upon any person (other than as provided in the Paying Agent Agreement, the Bonds, and the other agreements, instruments, and documents hereby approved) any right, remedy, or claim, legal or equitable, under and by reason of this resolution or any provision of this resolution.

6.03. If for any reason the Chair or the Executive Director, or any other officers, employees, or agents of the Authority authorized to execute certificates, instruments, or other written documents on behalf of the Authority shall for any reason cease to be an officer, employee, or agent of the Authority after the execution by such person of any certificate, instrument, or other written document, such fact shall not affect the validity or enforceability of such certificate, instrument, or other written document. If for any reason the Chair or the Executive Director, or any other officers, employees, or agents of the Authority authorized to execute certificates, instruments, or other written documents on behalf of the Authority shall be unavailable to execute such certificates, instruments, or other written documents for any reason, such certificates, instruments, or other written documents may be executed by a deputy or assistant to such officer, or by such other officer of the Authority as in the opinion of the Authority Attorney is authorized to sign such document.

6.04. The Authority shall not take any action or authorize any action to be taken in connection with the application or investment of the proceeds of the Bonds or any related activity which would cause the Bonds to be deemed to be "private activity bonds," within the meaning of Section 141 of the Code. The Authority shall not take any action or authorize any action to be taken in connection with the application or investment of the proceeds of the Bonds or any related activity which would cause the Bonds to be deemed to be "arbitrage bonds," within the meaning of Section 148 of the Code. Furthermore, the Authority shall take all such actions as may be required under the Code to ensure that interest on the Bonds is not and does not become includable in gross income for federal income tax purposes.

6.05. The authority to approve, execute, and deliver future amendments to the documents executed and delivered by the Authority in connection with the transactions contemplated hereby is hereby delegated to the Executive Director, subject to the following conditions: (a) such amendments do not require the consent of the holders of the Bonds or, if required, such consent has been obtained; (b) such amendments do not materially adversely affect the interests of the Authority as the issuer of the Bonds; (c) such amendments do not contravene or violate any policy of the Authority; (d) such amendments are acceptable in form and substance to the Authority Attorney, bond counsel or other counsel retained by the Authority to review such amendments; (e) the Authority has received, if necessary, an opinion of bond counsel to the effect that the amendments will not adversely affect the tax-exempt character of interest on the Bonds, if the Bonds are then tax-exempt obligations; and (f) such amendments do not materially prejudice the interests of the owners of the Bonds. The authorization hereby given shall be further construed as authorization for the execution and delivery of such certificates and related items as may be required to demonstrate compliance with the agreements being amended and the terms of this resolution. The execution of any instrument by the Executive Director shall be conclusive evidence of the approval of such instruments in accordance with the terms hereof. In the absence of the Executive Director, any instrument authorized by this paragraph to be executed and delivered by the Executive Director may be executed by such other officer of the Authority as in the opinion of the Authority Attorney is authorized to execute and deliver such document.

SECTION 7. Effective Date. This Resolution shall take effect and be in force from and after its approval, subject to approval by the City Council of the City of the Authority's proposed issuance of the Bonds.

Adopted by the Board of Commissioners of the Columbia Heights Economic Development Authority this 13th day of June, 2016.

Gary L. Peterson, President

Attest:

Walter R. Fehst, Executive Director

EXHIBIT A
NOTICE OF CALL FOR REDEMPTION
\$2,890,000
COLUMBIA HEIGHTS ECONOMIC DEVELOPMENT AUTHORITY
TAX INCREMENT REVENUE BONDS
(HUSSET PARK AREA REDEVELOPMENT PROJECT)
SERIES 2007

NOTICE IS HEREBY GIVEN that, by order of the Board of Commissioners of the Columbia Heights Economic Development Authority (the "Authority"), there have been called for redemption and prepayment on

August 15, 2016

all outstanding bonds (the "Bonds") of the Authority designated as Tax Increment Revenue Bonds (Huset Park Area Redevelopment Project), Series 2007, dated August 3, 2007, having stated maturity dates of February 1 in the years 2017 through 2032, both inclusive, totaling \$2,475,000 in principal amount, and with the following CUSIP numbers:

Year of Maturity	Amount	CUSIP Number
2017	\$ 80,000	197690 AA8
2022	510,000	197690 AB6
2032	1,885,000	197690 AD2

The Bonds are being called at a price of par plus accrued interest to August 15, 2016, on which date all interest on said Bonds will cease to accrue. **The redemption of the Bonds is contingent upon the receipt by Bond Trust Services Corporation (the "Paying Agent"), of sufficient funds, on or before the redemption date, for the redemption of all Bonds. If such funds are not received in accordance with the preceding sentence then the redemption will be cancelled.** Holders of the Bonds hereby called for redemption are requested to present their Bonds for payment at the main office of Bond Trust Services Corporation, 3060 Centre Pointe Drive, Roseville, Minnesota 55113, on or before August 15, 2016:

Important Notice: In compliance with the Economic Growth and Tax Relief Reconciliation Act of 2003, the registrar is required to withhold a specified percentage of the principal amount of the redemption price payable to the holder of any Bonds subject to redemption and prepayment on the redemption date, unless the registrar is provided with the Social Security Number or Federal Employer Identification Number of the holder, properly certified. Submission of a fully executed Request for Taxpayer Identification Number and Certification, Form W-9, will satisfy the requirements of this paragraph.

Dated: _____, 2016

**BY ORDER OF THE BOARD OF COMMISSIONERS OF
THE COLUMBIA HEIGHTS ECONOMIC
DEVELOPMENT AUTHORITY**

By: /s/ Walter R. Fehst
Executive Director
Columbia Heights Economic Development Authority

2. Approval of Post-Issuance Compliance Procedure and Policy for Tax-Exempt Governmental Bonds- Resolution 2016-15

Ingram explained in a report that the Columbia Heights Economic Development Authority (the “Authority”) is an issuer of tax-exempt governmental bonds. Over time, the Internal Revenue Service (the “IRS”) has developed a series of regulations that require issuers of such bonds to take certain actions after the bonds have been issued to ensure that the bonds remain tax-exempt. The IRS has also begun to investigate whether issuers of tax-exempt bonds are complying with these regulations. For example, in early 2009, the IRS mailed its Governmental Bond Financings Compliance Check Questionnaire, Form 14002 to two hundred governmental entities that had issued tax-exempt bonds in 2005. A major focus of the IRS questionnaire is whether the governing body of the issuer responding to the questionnaire has adopted written procedures for its required post-issuance compliance actions. The questions in this questionnaire provide clear guidance from the IRS on the post-issuance actions that are expected from issuers of tax-exempt governmental bonds, the records that the IRS expects such issuers to retain, and the period of time such records are expected to be retained. The IRS has suggested that it may send this or a similar questionnaire to more issuers in the near future.

In September 2011, the IRS revised its Form 8038-G, which is the informational tax return that issuers of tax-exempt governmental bonds are required to submit in connection with each bond issue. The new version of the Form 8038-G requires the issuer to certify whether it has written procedures in place for its post-issuance compliance activities. In addition, if a problem with the tax exemption of the bonds is identified at some point, the IRS has indicated it will allow reduced closing agreement amounts under its Voluntary Closing Agreement Program for issuers who implement written post-issuance compliance procedures.

Ingram has prepared a model policy which, if implemented and followed, will meet IRS requirements for post-issuance compliance. A copy was enclosed in the agenda packet. She strongly recommended that the Board of Commissioners of the Authority adopt this policy, and that it follow the adopted policy with regard to all of its tax-exempt bonds

Questions from members:

There were no questions or comments.

Motion by Williams, seconded by Nawrocki, to waive the reading of Resolution 2016-15, there being ample copies available to the public. All ayes MOTION PASSED.

Motion by Williams, seconded by Nawrocki, to adopt Resolution 2016-15, Resolution Approving Post-Issuance Compliance Procedure and Policy for Tax-Exempt Governmental Bonds. All ayes. MOTION PASSED.

**COLUMBIA HEIGHTS ECONOMIC DEVELOPMENT AUTHORITY
RESOLUTION NO. 2016-15
RESOLUTION APPROVING POST-ISSUANCE COMPLIANCE
PROCEDURE AND POLICY FOR TAX-EXEMPT
GOVERNMENTAL BONDS**

BE IT RESOLVED By the Board of Commissioners (the “Board of Commissioners”) of the Columbia Heights Economic Development Authority, a body corporate and politic and political subdivision of the State of Minnesota (the “Authority”), as follows:

Section 1. Recitals.

1.01. The Authority from time to time issues tax-exempt governmental bonds to finance various public capital improvements.

1.02. Under Sections 103 and 140 to 150 of the Internal Revenue Code of 1986, as amended (the “Code”) and related regulations, the Authority is required to take certain actions after the issuance of such bonds to ensure that interest on those bonds remains tax-exempt.

1.03. The Authority has determined to adopt written procedures regarding how the Authority will carry out its bond compliance responsibilities, and to that end has caused to be prepared a document titled Post-Issuance Compliance Procedure and Policy for Tax-Exempt Governmental Bonds (the “Policy”).

1.04. The Board of Commissioners has reviewed the Policy has determined that it is in the best interest of the Authority to adopt the Policy.

Section 2. Policy Approved.

2.01. The Board of Commissioners approves the Policy in substantially the form on file with the Executive Director.

2.02. Authority staff are authorized to take all actions necessary to carry out the Policy.

Adopted by the Board of Commissioners of the Columbia Heights Economic Development Authority this 13th day of June, 2016.

President

ATTEST:

Secretary

3. Consideration of Sale of Scattered Site Property Located at 4011 5th St-Resolution 2016-16

Dahl explained that over the last few years the Columbia Heights Economic Development Authority (EDA) has acquired property within the City of Columbia Heights for economic development purposes. In 2009, the EDA approved the “Scattered Site Housing Program” in an effort to address foreclosure issues and remediate the emergence of blight within Columbia Heights’ neighborhoods. The program was setup to purchase blighted residential properties, demolish the house, and then sell the vacant lots to families seeking new construction of single-family homes.

In 2013, the EDA approved Resolution 2013-07, a resolution approving plan for conveyance of certain scattered site lots owned by the EDA. The EDA intended to convey twelve properties to contractors that will construct homes, and to that end has engaged the services of Re/Max Synergy through an Exclusive Right to Sell Listing Contract. The property located at 4011 5th Street Columbia Heights, MN 55421 is one of the twelve properties intended to be conveyed to a contractor, however the aforementioned property was and is owned by the City. In order for the EDA to convey this property to Timbercraft, the City needs to approve Ordinance 1631 conveying 4011 5th Street from the City to the EDA.

Initially, Timbercraft wanted to close on this property on May 25, 2016, however while preparing closing documents it was determined that the EDA was not the fee owner. Timbercraft has a buyer for the subject property and wants to close on this as soon as possible for construction to begin late spring/ early fall.

The resolution before the EDA at this meeting is approving a Purchase and Redevelopment Agreement between the EDA and Timbercraft for the property located at 4011 5th Street that is contingent upon the City of Columbia Heights transferring title of the property to the EDA, and is enclosed in the agenda packet.

Staff recommends approval of Resolution 2016-16, authorizing approval of the Purchase and Redevelopment Agreement with Timbercraft Enterprises Inc. for the conveyance of 4011 5th Street, Columbia Heights, MN 55421.

Questions from members:

Dahl explained this is a housekeeping matter that makes the transfer to Timbercraft easier. The scattered site program was set up by the EDA, and the exclusive right agreement with Timbercraft is with the EDA, not the City. Ingram stated that if sold by the EDA, we have the right of reverter clause if the developer doesn’t perform, and the City does not have that option under State Law. Ingram told members that the proper language regarding the reverter clause has been written into the documents regarding this property transfer.

Dahl told members that out of the 12 sites that were part of this program, 10 have been sold, and this will be the 11th. Timbercraft plans on constructing a home valued at \$200,000 on this site.

Motion by Williams , seconded by Szurek , to waive the reading of Resolution 2016-16, there being ample copies available to the public. All ayes. MOTION PASSED.

Motion by Williams, seconded by Szurek , to adopt Resolution 2016-16, Resolution approving a Purchase and Redevelopment Agreements with Timbercraft Enterprises Inc. for the conveyance of 4011 5th Street, Columbia Heights, MN 55421. All ayes. MOTION PASSED.

**COLUMBIA HEIGHTS ECONOMIC DEVELOPMENT AUTHORITY
RESOLUTION NO. 2016-16
RESOLUTION APPROVING A PURCHASE AND REDEVELOPMENT AGREEMENT
(INCLUDING THE SALE OF LAND) BETWEEN THE COLUMBIA HEIGHTS
ECONOMIC DEVELOPMENT AUTHORITY AND TIMBERCRAFT
ENTERPRISES, INC.**

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

Section 1. Recitals.

1.01. The Authority has determined a need to exercise the powers of a housing and redevelopment authority, pursuant to Minnesota Statutes, Sections 469.090 to 469.108 ("EDA Act"), and has previously established its Central Business District Redevelopment Project (the "Project") within the City of Columbia Heights (the "City") and its City-Wide Scattered Site Tax Increment Financing District (the "TIF District") within the Project, and has developed program design guidelines in connection with the construction of homes within the TIF District (the "Guidelines").

1.02. The Authority and TimberCraft Enterprises, Inc. (the "Buyer") have proposed to enter into an Amended Purchase and Redevelopment Agreement (the "Contract"), setting forth the terms and conditions of sale and redevelopment of certain property within the TIF District, currently owned by the City, located at 4011 5th Street NE and described as Lot 18, Block 52, Columbia Heights Annex to Minneapolis, Anoka County, Minnesota (the "Property").

1.03. Pursuant to the Contract, the Buyer will acquire the Property and will construct a single-family home, subject further to the Guidelines and to the City's zoning and building codes and policies.

1.04. On this date, the City Council of the City is scheduled to consider an ordinance approving the conveyance of the Property to the Authority (the "Ordinance"). The conveyance of the Property by the Authority to the Buyer is contingent on the conveyance of the Property by the City to the Authority.

1.05. The Authority has on this date conducted a duly noticed public hearing regarding the sale of the Property to the Buyer, at which all interested persons were given an opportunity to be heard.

1.06. The Authority finds and determines that conveyance of the Property to the Buyer has no relationship to the City's comprehensive plan, in that no amendment or modification of the comprehensive plan is required for the conveyance or redevelopment of the Property. The activities of the parties under the Contract implement housing goals established for the TIF District pursuant to the Tax Increment Financing Plan for the TIF District.

1.07. The Board has reviewed the Contract and finds that the execution thereof and performance of the Authority's obligations thereunder are in the public interest and will further the objectives of its general plan of economic development and redevelopment, because it will further the above-stated housing goals.

Section 2. Authority Approval; Further Proceedings.

2.01. The Contract as presented to the Board, including the sale of the Property described therein, is hereby in all respects approved, subject to approval of the Ordinance by the City Council and subject to modifications that do not alter the substance of the transaction and that are approved by the President and Executive Director, provided that execution of the documents by such officials shall be conclusive evidence of approval.

2.02. The President and Executive Director are hereby authorized to execute on behalf of the Authority the Contract and any documents referenced therein requiring execution by the Authority, including without limitation the deed, and to carry out, on behalf of the Authority, its obligations thereunder.

2.03. Authority and City staff are authorized and directed to take all actions to implement the Contract.

Approved by the Board of Commissioners of the Columbia Heights Economic Development Authority this 13th day of June, 2016.

President

ATTEST:

Secretary

Hogeboom distributed plans that were submitted for the construction of the home at 4303 Reservoir Blvd. The Planner has looked at the plans and the Building Official is now reviewing them so construction can begin in the next few weeks. The home has an estimated value of \$253,000 and will be a 2 story home with an unfinished basement. It will have 2,100 finished square feet with the potential of additional finished space, once the basement area is complete. Hogeboom stated the house will face Reservoir Blvd and the garage will face the alley. It was noted that one sheet of the plans depicting the upper floor was omitted, but Hogeboom thought there would be 4 bedrooms. He will send that information to the members.

Hogeboom told members that the July meeting has been cancelled, as has the work session for the City Council.

The meeting was adjourned at 7:48 pm.

Respectfully submitted,

Shelley Hanson
Secretary

**ECONOMIC DEVELOPMENT AUTHORITY (EDA)
MINUTES OF THE SPECIAL MEETING OF
JULY 21, 2016**

The meeting was called to order at 4:00 pm by Vice Chair Bobby Williams.

Members Present: Donna Schmitt, John Murzyn, Marlaine Szurek,, Bruce Nawrocki , Gerry Herringer, and Bobby Williams.

Members Absent: Gary Peterson

Staff Present: Walt Fehst, Joseph Hogeboom, Keith Dahl, and Shelley Hanson.

Also present: Representatives from Dominion

PLEDGE OF ALLEGIANCE- RECITED

BUSINESS ITEM

1. First Amendment to Second Amended and Restated Contract for Private Redevelopment – Resolution 2016-17

Dahl explained that on April 04, 2016, The Columbia Heights Economic Development Authority (the “EDA”) approved Resolution 2016-08 authorizing the execution of the Second Amended and Restated Contract for Private Redevelopment (the “Contract”) between City of Columbia Heights (the “City Council”) and Columbia Heights Leased Housing Associates I, LLLP (the “Redeveloper”). The Contract was fully executed by all parties on April 19, 2016.

After the Contract was fully executed, the Redeveloper requested an extension on the construction deadlines and the deadline for payment of the administrative fee due to financial delays. The Redeveloper’s financial delays stem from the general market conditions present with affordable housing. In order for the Huset Park Senior Living Apartments to be considered affordable housing, a minimum of 55% of the project needs to be funded by tax credit bonds. However, the market for tax credit bonds has been depleted, which has delayed the Redeveloper to meet the minimum financial requirement for this project. More tax credit bonds become available August 1, 2016 for the Redeveloper to meet the minimum financial requirement.

A First Amendment to the Contract has been proposed to extend the required deadlines for the commencement and completion of the construction for the Huset Park Senior Living development project and to designate an extended deadline for the Redeveloper’s payment of the Administrative Fee. Attached for review is Resolution 2016-17 and the First Amendment to the Contract. The City Council approved the Contract on July 11, 2016.

Staff recommends approval of the First Amendment to Second Amended and Restated Contract for Private Redevelopment.

Discussion:

Dominium is confident they will meet the 55% requirement of tax credit bonds once more become available in August. They expect to begin construction by March 2017 at the latest, but are hoping it could be as soon as September of this year. They received 6 million in tax credits in the last allotment and hope to get the remaining amount in the next go around. The representative said that they currently have 300 people on the waiting list at the Legends in St Anthony and people have been contacting them for this building.

Motion by Schmitt , seconded by Murzyn, to waive the reading of Resolution No. 2016-17, there being ample copies available to the public. All ayes. MOTION PASSED.

Motion by Schmitt, seconded by Murzyn, to adopt Resolution 2016-17, a resolution approving a First Amendment to the Second Amended and Restated Contract for Private Redevelopment between the City of Columbia Heights, the Columbia Heights Economic Development Authority, and Columbia Heights Leased Housing Associates I, LLLP. All ayes. MOTION PASSED.

EDA RESOLUTION NO. 2016-17

RESOLUTION APPROVING A FIRST AMENDMENT OF A SECOND AMENDED AND RESTATED CONTRACT FOR PRIVATE REDEVELOPMENT BETWEEN THE COLUMBIA HEIGHTS ECONOMIC DEVELOPMENT AUTHORITY, THE CITY OF COLUMBIA HEIGHTS, AND COLUMBIA HEIGHTS LEASED HOUSING ASSOCIATES I, LLLP

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

Section 1. Recitals.

1.01. Pursuant to their authority under Minnesota Statutes, Sections 469.090 to 469.1082 and 469.174 to 469.1794, as amended, the Authority and the City of Columbia Heights (the “City”) established the Huset Park Tax Increment Financing District within the Downtown CBD Redevelopment Project (the “Project”), for the purpose of facilitating the redevelopment of certain substandard property within the Project.

1.02. the Authority, the City, and Columbia Heights Leased Housing Associates I, LLLP (the “Redeveloper”) entered into that certain Second Amended and Restated Contract for Private Redevelopment dated as of October 30, 2015 (the “Contract”), amending and restating certain prior agreements and providing, among other things, for the construction by the Redeveloper of certain improvements (the “Minimum Improvements”) on the property legally described within the Contract (the “Redevelopment Property”), and the disbursement of an administrative fee by the Redeveloper to the Authority (the “Administrative Fee”) in connection with the issuance by the Authority of its Tax Increment Revenue Refunding Bonds (Huset Park Area Redevelopment Project), Series 2016 (the “Bonds”).

1.03. The parties have negotiated and propose to execute a First Amendment to the Contract (the “First Amendment”) to clarify the definition of “Minimum Improvements,” to extend the required deadlines for the commencement and completion of construction of the Minimum Improvements, and to designate an extended deadline for payment of the Administrative Fee.

EDA SPECIAL MEETING

1.04. The City Council of the City approved the First Amendment at its regular meeting on July 11, 2016.

Section 2. First Amendment Approved.

2.01. The First Amendment as presented to the Board is hereby in all respects approved, subject to modifications that do not alter the substance of the transaction and that are approved by the President and Executive Director, provided that execution of the First Amendment by such officials shall be conclusive evidence of approval.

2.02. The President and Executive Director are hereby authorized to execute on behalf of the Authority the First Amendment and any documents referenced therein requiring execution by the Authority, and to carry out, on behalf of the Authority, its obligations thereunder.

2.03. Authority staff and consultants are authorized to take any actions necessary to carry out the intent of this resolution.

Adopted by the Board of Commissioners of the Columbia Heights Economic Development Authority this July 21, 2016.

President

ATTEST:

Secretary

FIRST AMENDMENT TO SECOND AMENDED AND RESTATED CONTRACT FOR PRIVATE REDEVELOPMENT

This agreement is made as of _____, 2016, by and between the COLUMBIA HEIGHTS ECONOMIC DEVELOPMENT AUTHORITY, a public body politic and corporate (the “Authority”), the CITY OF COLUMBIA HEIGHTS, a Minnesota municipal corporation (the “City”), and COLUMBIA HEIGHTS LEASED HOUSING ASSOCIATES I, LLLP, a Minnesota limited liability limited partnership (the “Redeveloper”).

WHEREAS, the Authority, the City, and the Redeveloper entered into that certain Second Amended and Restated Contract for Private Redevelopment dated as of October 30, 2015 (the “Contract”), amending and restating certain prior agreements and providing, among other things, for the construction by the Redeveloper of certain improvements (the “Minimum Improvements”) on the property legally described within the Contract (the “Redevelopment Property”), and the disbursement of an administrative fee by the Redeveloper to the Authority (the “Administrative Fee”) in connection with the issuance by the Authority of its Tax Increment Revenue Refunding Bonds (Huset Park Area Redevelopment Project), Series 2016 (the “Bonds”); and

WHEREAS, the parties have determined to revise the Contract to clarify the definition of “Minimum Improvements,” to extend the required deadlines for the commencement and completion of construction of the Minimum Improvements, and to designate an extended deadline for payment of the Administrative Fee.

NOW, THEREFORE, in consideration of the premises and the mutual obligations of the parties hereto, each of them does hereby covenant and agree with the other as follows:

1. Amendment to Section 1.1 of the Contract. The definition of “Minimum Improvements” in Section 1.1 of the Contract is amended as follows:

“Minimum Improvements” means the construction on the Redeveloper Parcels of a multistory building containing 191 units of multifamily rental housing, along with associated underground structured parking and surface parking.

2. Amendment to Section 3.5(b) of the Contract. Section 3.5(b) of the Contract is amended as follows:

(b) In conjunction with execution of this Agreement, the Authority has refunded the Series 2007 Bonds to achieve debt service savings (such refunding bonds hereinafter referred to as the “Refunding Bonds”), and the Redeveloper has paid to the Authority funds in the amount of \$107,325, representing the total actual costs of issuance (including underwriter’s discount) of the Refunding Bonds. The Redeveloper agrees that no later than August 31, 2016, the Redeveloper will pay to the Authority an administrative fee of \$100,000, which will be deposited into a legally authorized redevelopment fund to be designated by the Authority or City.

3. Amendment to Section 4.3(a) of the Contract. Section 4.3(a) of the Contract is amended as follows:

Section 4.3. Commencement and Completion of Construction. (a) Subject to Unavoidable Delays, the Redeveloper shall commence construction of the Minimum Improvements by March 1, 2017. Subject to Unavoidable Delays, the Redeveloper shall complete the construction of the Minimum Improvements by September 30, 2018. All work with respect to the Minimum Improvements to be constructed or provided by the Redeveloper on the Redeveloper Parcels shall be in conformity with the Construction Plans as submitted by the Redeveloper and approved by the Authority.

4. Miscellaneous. Except as amended by this Amendment, the Contract shall remain in full force and effect. Upon execution, Redeveloper shall reimburse the Authority for all out-of-pocket-costs incurred by the Authority in connection with negotiating, drafting and approval of this Amendment.

IN WITNESS WHEREOF, the Authority, the City, and the Redeveloper have caused this Amendment to be duly executed by their duly authorized representatives as of the date first above written.

COLUMBIA HEIGHTS ECONOMIC DEVELOPMENT
AUTHORITY

By _____
Its President

By _____
Its Executive Director

STATE OF MINNESOTA)
) SS.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this ____ day of _____, 2016 by Gary Peterson and Walt Fehst, the President and Executive Director of the Columbia Heights Economic Development Authority, on behalf of the Authority.

Notary Public

Authority signature page to First Amendment to Second Amended and Restated Contract for Private
Redevelopment

CITY OF COLUMBIA HEIGHTS

By _____
Its Mayor

By _____
Its City Manager

STATE OF MINNESOTA)
) SS.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this ____ day of _____, 2016 by Gary Peterson and Walt Fehst, the Mayor and City Manager of the City of Columbia Heights, a Minnesota municipal corporation, on behalf of the City.

Notary Public

EDA SPECIAL MEETING
Page 7
July 21, 2016

COLUMBIA HEIGHTS LEASED HOUSING ASSOCIATES I, LLLP, a Minnesota Limited Liability
Limited Partnership

By: Columbia Heights Leased Housing Associates I, LLC
Its General Partner

By: _____
Mark S. Moorhouse
Its Senior Vice President

STATE OF MINNESOTA)
) SS.
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this _____ day of _____, 2016
by Mark S. Moorhouse, the Senior Vice President of Columbia Heights Leased Housing Associates I
LLC, a Minnesota limited liability company, the General Partner of Columbia Heights Leased Housing
Associates I, LLLP, a Minnesota limited liability limited partnership, on behalf of the partnership.

Notary Public

THIS DOCUMENT DRAFTED BY:

Kennedy & Graven, Chartered (MNI)
470 US Bank Plaza
200 South Sixth Street
Minneapolis, MN 55402
(612) 337-9300

Redeveloper signature page to First Amendment to Second Amended and Restated Contract for Private
Redevelopment

OTHER BUSINESS

1. Cancellation of the Purchase & Redevelopment Agreement for Two Lots by Tollberg Homes

Dahl explained that in January 2016, the EDA approved resolution 2016-03, authorizing the approval of a Purchase and Redevelopment Agreement with Tollberg Homes for six residential lots to be sold at \$22,500 per lot. In March 2016, the EDA approved resolution 2016-06, authorizing a reduction in the purchase price for two lots to be sold at \$18,500 per lot, due to unexpected sewer and water improvements. As of July 2016, Tollberg Homes has purchased four of the six residential lots; two lots for \$22,500 per lot and two lots for \$18,500 per lot. The remaining two lots, 4606 Polk Street and 4641 Tyler Street, have yet to close because of extensive soil remediation required before a single-family home can be constructed. Tollberg Homes has indicated that by purchasing these remaining two lots, this project will no longer become profitable for them. Thus, Tollberg Homes has requested a cancellation of the Purchase and Redevelopment Agreements for the two lots listed as follows:

4606 Polk Street NE	PID 25-30-24-33-0030
4641 Tyler Street NE	PID 25-30-24-33-0038

Pursuant of section 10 of the Purchase and Redevelopment Agreement, Tollberg Homes must send written notice to rescind the Purchase and Redevelopment Agreement if the soil is determined to be unacceptable. In which case, the Purchase and Redevelopment Agreement is null and void. Attached is the Cancellation Notice sent by Tollberg Homes. Since Tollberg Homes has cited that the soil conditions are the main concern with purchasing the remaining two lots, they are entitled to be refunded all the earnest money deposited. Thus, the EDA will refund \$4,000 of the earnest money deposited upon execution of the Forms of Cancellation.

Tollberg stated the lots have all needed soil corrections to some extent. A couple of the lots only required \$1,000-\$3,000 in correction, but 2 of the other properties including 4600 Polk required \$15,000 to correct. Tollberg is assuming that both of these lots could require the same amount (especially 4606 Polk-which is next to 4600). Members asked if soil tests have been done to verify Tollberg's claim about the two lots. Dahl stated we are taking them at their word and to have tests done would cost us even more. Nawrocki wanted it stated in the record that he was opposed to refunding the earnest money. Dahl said we are obligated to return the earnest money per the agreement that was drawn up with Tollberg. Going forward Dahl said he will remove that clause and clearly state that the lots are being sold "as is". The City attorney suggested we research old documents to review the terms of the contract with the Demolition Contractor to see if we can go back after him because he didn't compact the site correctly.

Dahl told members that My Home Detail is interested in the other two lots and that he has a buyer for the 4606 Polk St Lot. Murzyn suggested that we contact other contractors also to see if they are interested in the lots. Dahl said he would contact several of the builders who have constructed other homes within the City.

Dahl said no formal action is required by the EDA, but a cancellation agreement has been prepared, and will be signed by Tollberg Homes and the Officers of the EDA to terminate the original purchase agreement between the parties.

2. Acquisition Update of 4641-43 Polk Street NE Owned by ACCAP.

Dahl reminded members that the EDA had previously approved an offer to purchase this property for \$75,000 provided ACCAP could get MHFA to release their financial attachment. ACCAP should know by August 1st if MHFA will agree to this. If they do, ACCAP has accepted our offer to purchase the property for that price.

Hogeboom told members that the August meeting is scheduled for August 1st at 6:30 pm.

The meeting was adjourned at 4:20 pm.

Respectfully submitted,

Shelley Hanson
Secretary

**HOUSING & REDEVELOPMENT AUTHORITY
MINUTES OF THE MEETING
OF MARCH 14, 2016**

1. **Call to order** – The meeting was called to order by Chair Diehm at 6:30 pm.
2. **Roll Call** – Members present: Bruce Nawrocki, Gary Peterson, Donna Schmitt, John Murzyn Jr, Tammera Diehm, and Rheta Nelson.

Staff Present: Executive Director-Walt Fehst, Community Development Director-Joseph Hogeboom, and Secretary-Shelley Hanson.

Legal Counsel- Martha Ingram, Kennedy & Graven

CommonBond Staff- Laura Frost.

3. **Pledge of Allegiance – Recited**

CONSENT AGENDA

4. **Approve Minutes of July 28, 2015**
5. **Approve Financial Report and Payment of Bills for July-December 2015 on Resolutions 2016-01**

Questions from members:

No one had any questions.

Motion by Schmitt, seconded by Murzyn, to approve items on the Consent Agenda as presented. All ayes. MOTION PASSED.

HRA RESOLUTION 2016-01

RESOLUTION OF THE COLUMBIA HEIGHTS HOUSING & REDEVELOPMENT AUTHORITY (HRA) APPROVING THE FINANCIAL STATEMENT FOR JULY-SEPTEMBER, 2015 AND PAYMENT OF BILLS FOR THE MONTHS OF JULY-SEPTEMBER, 2015.

WHEREAS, the Columbia Heights Housing and Redevelopment Authority (HRA) 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 HRA's credits and assets and its outstanding liabilities; and

HRA Minutes

WHEREAS, said Statute also requires the HRA 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 months of July, August, and September, 2015 and the list of bills for the months of July, August, and September, 2015 are attached hereto and made a part of this resolution; and

WHEREAS, the HRA has examined the financial statement and the list of bills and finds them to be acceptable as to both form and accuracy.

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the Columbia Heights Housing & Redevelopment Authority that it has examined the attached financial statements and list of bills, which are attached hereto and made a part hereof, 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 list of bills as presented in writing are approved for payment out of proper funds; and

BE IT FURTHER RESOLVED this resolution and attachments are to be made a part of the permanent records of the Columbia Heights Housing & Redevelopment Authority.

Passed this 14th day of March, 2016.

MOTION BY: Schmitt

SECONDED BY: Murzyn

AYES: All ayes

Chair

Attest by:

Shelley Hanson, Secretary

BUSINESS ITEMS

6. Approve Repayment of North Building Operating Grant to HUD

Kloiber told members that under the terms of the sale of Parkview Villa to Aeon, the HRA must repay the remaining unused portion of the HUD operating grant funds received as a rent subsidy for the North building to HUD. This operating grant was received by the HRA in annual installments over many years. During the years of operation, the HRA was allowed to retain the unused portion as a reserve to cover possible large or unexpected building expenses of the North building.

HRA Minutes

The repayment is due to HUD by March 24, 2016. After payment of all final expenses allocable to the North building, the remaining unused portion is \$927,139. This is roughly equivalent to 18 months of operating budget for the North building. Kloiber stated that wire transfer instructions were received today from HUD in order to make the payment.

The final expenses are included in the financial report dated December 31, 2015, provided in the agenda packet. The final expenses were determined by combining:

1. Routine expenses recorded by the management company CommonBond.
2. Amounts paid through the title company at closing, such as closing fees and prorated utilities.
3. Certain items paid through the City finance department and charged to the HRA, such as the final audit and legal costs.

The \$927,139 repayment of the operating grant to HUD is in addition to the \$5,200,000 the HRA has agreed to pay HUD from the sale of the North building and land. That \$5,200,000 payment is not due until the HRA collects the sales price from the buyer Aeon in 30 years.

Kloiber told members that no part of this HUD repayment relates to the reserve from the South building, as HUD has no participation in the South building. The remaining reserve from the South building is \$1,008,450; and must be used for purposes related to housing. Nawrocki asked if we could use the funds to offset the levy to lower taxes for residents. Hogeboom said this would be discussed at the goal setting session to determine how the Council would like to use these funds.

Staff recommends approval of the repayment to HUD.

Motion by Peterson, seconded by Schmitt, to approve the repayment of the unused operating grant to US Department of Housing and Urban Development, in the amount of \$927,139. Roll Call: All ayes.

7. Parkview Villa Construction Update

Hogeboom told members that AEON Housing began a massive construction and remodeling project at Parkview Villa immediately following the sale of the property in September, 2015. The scope of work includes extensive interior renovations to the common spaces and some of the dwelling units, reconfiguration of the common spaces, new windows, updates to the mechanical/electrical systems and installation of new siding on the South building. Outdoor gathering areas will also be reconfigured. The project is approximately half complete and is expected to be done by fall of 2016. Most of the public spaces are temporarily closed due to the construction. Commission member Nelsen also described the work being done. She said the ADA units are now complete and residents have moved back into them.

Nawrocki told her that the City is considering moving the voting precinct to the new Library when it is complete, rather than using Parkview Villa as has been done in the past. She thought that would work out just fine.

HRA Minutes

8. Proposed New HRA Format Discussion

Hogeboom stated that this meeting will serve as the last regular meeting of the HRA as it is set up currently. However, because the HRA technically needs to exist as a legal entity if there are outstanding contracts with the US Dept. of HUD, the HRA cannot be dissolved. Staff and the EDA/HRA Attorney discussed the future of the HRA, and came up with a proposal to amend the bylaws of both the EDA and the HRA to allow the same members of the EDA to serve as members of the HRA.

Under this new arrangement, the HRA would have to convene at least once a year to discuss HUD related business. However, meetings could occur adjacent to EDA meetings and involve the same people. If the HRA is amendable to this course of action, staff will bring proposed bylaw changes to an upcoming EDA meeting. Staff seeks direction from the HRA members in moving forward with changes that would allow EDA members to serve as the HRA Board.

Diehm stated that most cities have it set up as the Attorney has suggested. Schmitt asked if the two Commissions can just be combined into one. Hogeboom responded that according to HUD rules there has to be a clear separation even though it can have the same members. He said the EDA will still have the 5 councilmembers and 2 members at large from the community, but the HRA would just be the 5 councilmembers. The HRA would need to hold a meeting once a year to elect officers and then could adjourn before going into another meeting.

Chair Diehm thanked Laura Frost from CommonBond for her cooperation and assistance during the sale process. Her knowledge and performance were appreciated by the EDA/City Council.

Hogeboom told members they would be notified of a Special meeting that will be called in order to amend the bylaws and to adopt the State Retention Schedule once they are complete.

The next regular HRA meeting will be scheduled for January 3, 2017 at City Hall.

The meeting was adjourned at 6:50 pm.

Respectfully submitted,

Shelley Hanson
Secretary



AGENDA SECTION	CONSENT
ITEM NO.	7C
MEETING DATE	AUGUST 8, 2016

CITY OF COLUMBIA HEIGHTS - COUNCIL LETTER

ITEM:	CITY OF COLUMBIA HEIGHTS, MINNESOTA RESOLUTION 2016-65, ACCEPTING A CONTRIBUTION FROM THE COLUMBIA HEIGHTS ACTIVITY FUND IN THE AMOUNT OF \$17,373 AND AMENDING THE 2016 BUDGET FOR THE CITY'S CONTRIBUTIONS FUND 883 FOR THE SAME AMOUNT.		
DEPARTMENT:	Finance	CITY MANAGER'S APPROVAL:	
BY/DATE:	Joseph Kloiber / August 3, 2016	BY/DATE:	

BACKGROUND:

The City has been awarded a contribution of \$17,373 from the Columbia Heights Activity Fund for food and lodging expenses related to participation in the National Civic League's 2016 All American City event. Minnesota statute requires that contributions and grants be accepted by council resolution.

The contribution is to be used as follows:

Hotel	\$14,234
Rehearsal space	620
Meals - Students	2,255
Meals - Adults	264
Total paid by this contribution	<u><u>\$17,373</u></u>

Costs not covered by the above contribution:

Bus transportation	\$8,135
Event Registration	1,700
Foam core presentation posters	840
Total paid from General Fund budget	<u><u>\$10,675</u></u>

STAFF RECOMMENDATION: Staff recommends approval of the following motions.

RECOMMENDED MOTION(S):

MOTION: Move to waive the reading of Resolution 2016-65, there being ample copies available to the public.

MOTION: Move to adopt City of Columbia Heights, Minnesota, Resolution 2016-65, being a resolution accepting a contribution of \$17,373 from the Columbia Heights Activity Fund, and amending the 2016 budget for the City's Contributions Fund 883 for the same amount.

ATTACHMENTS: Resolution 2016-65

RESOLUTION NO. 2016-65

A resolution of the City Council for the City of Columbia Heights, Minnesota, accepting a contribution from the Columbia Heights Activity Fund in the amount of \$17,373; and amending the 2016 budget for the City's Contributions Fund 883 for the same amount.

Whereas, City Council adopted an initial 2016 budget by resolution 2015-97; and

Whereas, the City was subsequently awarded a contribution of \$17,373 from the Columbia Heights Activity Fund for food and lodging expenses related to participation in the National Civic League's 2016 All American City event; and

Whereas, the acceptance of this additional revenue and the related expenditure were not included in initial 2016 budget;

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

ORDER OF COUNCIL

IT IS HEREBY RESOLVED, that the City of Columbia Heights accepts a contribution of \$17,373 from the Columbia Heights Activity Fund, and amends the 2016 budget for the City's Contributions Fund 883 for the same amount.

Passed this _____ day of _____, 2016

Offered by:

Seconded by:

Roll Call:

Gary L. Peterson, Mayor

Attest:

Katie Bruno, City Clerk/Council Secretary



AGENDA SECTION	CONSENT
ITEM NO.	7D
MEETING DATE	AUGUST 8, 2016

CITY OF COLUMBIA HEIGHTS - COUNCIL LETTER

ITEM:	Resolution 2016-66 Awarding the Purchase of a Police Vehicle and Radio, and Amending the Related 2016 Budgets		
DEPARTMENT:	Police Department	CITY MANAGER'S APPROVAL:	
BY/DATE:	Scott Nadeau/August 1, 2016	BY/DATE:	

BACKGROUND:

On 06/01/2016 squad #132, a marked Police Interceptor sedan was involved in an accident in the parking lot of the Columbia Academy. The League of Minnesota Cities evaluated the damage. Mr. Scott Scherer from the League monitored that process, and he advised that the League had determined that the car was not repairable due to the extent of frame damage. The vehicle has been sent to our squad vendor Health East to have the equipment removed.

In speaking with Mr. Scherer, he has advised the city insurance will cover cash value for the squad car, the cost to remove and reinstall the police equipment, the cost of any damaged equipment, and incidentals like repair bills, police graphics and tow fees. On 06/30/2016 Mr. Scherer advised that the cash value for the car is \$11,825.00. There is a \$1,000 deductible on the city policy.

The state contract (Cooperative Purchasing Venture) information was reviewed for a replacement Ford Police Sedan. The pricing for a replacement sedan is outlined below and the estimated lead time is currently 90 days.

2016 Ford Police Interceptor Sedan	
Base cost:	\$23,483.00
Heated side mirrors:	\$ 57.00
Led Spot Lamp:	\$ 337.00
Light Housing Pre-Drilled:	\$ 113.00
Keyed Alike:	\$ 48.00
Rear Handles Inoperable:	\$ 32.00
Dark Car Feature:	\$ 19.00
Noise Suppression Bonds	\$ 89.00
Total Cost:	\$24,178.00

In addition, we are recommending the squad radio be replaced with an encrypted radio at this time in anticipation of the coming need for all radios to be replaced. The cost for the squad mounted radio is \$4,450.00. If this is not purchased at this time, it will need to be purchased in 2018 and additional fees will be needed for installation.

An estimated cost breakdown is as follows:	
New Vehicle:	\$24,178.00
Cash Value Squad 132:	\$11,825.00+
Insurance Deductible:	\$ 1,000.00
Squad Radio:	\$ 4,550.00
Total Estimated Cost:	\$17,903.00

*Damaged equipment, as well as removal and replacement costs of all equipment will be covered by the insurance claim.

STAFF RECOMMENDATION:

It is our recommendation to the Council that a 2016 Police Interceptor sedan be purchased to replace the damaged vehicle. The vehicle will be outfitted using equipment salvaged from the damaged squad car. We further recommend that an encrypted squad radio be purchased in anticipation of the coming need for all radios to be replaced. The purchase will be made with proceeds of the insurance claim (Fund 884) and \$17,903 from the City's Capital Equipment Fund 431.

RECOMMENDED MOTION(S):

MOTION: Move to waive the reading of Resolution 2016-66, there being ample copies available to the public.

MOTION: Move to adopt City of Columbia Heights, Minnesota, Resolution 2016-66, being a resolution awarding the purchase of a police vehicle to Ford of Hibbing in the amount of \$24,178, the purchase of a police radio through Anoka County in the amount of \$4,550, and amending the 2016 budgets of the Insurance Fund 884 and the Capital Equipment Fund 431 to appropriate these amounts.

RESOLUTION NO. 2016-66

A resolution of the City Council for the City of Columbia Heights, Minnesota, awarding the purchase of a police vehicle to Ford of Hibbing in the amount of \$24,178, the purchase of a police radio through Anoka County in the amount of \$4,550, and amending the 2016 budgets of the Insurance Fund 884 and the Capital Equipment Fund 431 to appropriate these amounts.

Whereas, City Council adopted an initial 2016 budget by resolution 2015-97; and

Whereas, a subsequent event led to the total loss of a certain police vehicle; and

Whereas, the replacement of this vehicle was not included in the initial 2016 budget; and

Whereas, replacement at this time is advisable to maintain current service levels; and

Whereas, City staff have met the City and state requirements for appropriate selection of vendors and pricing for this replacement purchase;

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

ORDER OF COUNCIL

IT IS HEREBY RESOLVED, that the purchase of a police vehicle is awarded to Ford of Hibbing in the amount of \$24,178, the purchase of a police radio is awarded to Anoka County in the amount of \$4,550, and the 2016 budgets of the Insurance Fund 884 and the Capital Equipment Fund 431 are amended to appropriate these amounts.

Passed this _____ day of _____, 2016

Offered by:

Seconded by:

Roll Call:

Gary L. Peterson, Mayor

Attest:

Katie Bruno, City Clerk/Council Secretary



AGENDA SECTION	CONSENT AGENDA
ITEM NO.	7E
MEETING DATE	AUGUST 8, 2016

CITY OF COLUMBIA HEIGHTS - COUNCIL LETTER

ITEM:	An Ordinance opting out of the requirements of Minnesota Statutes, Section 462.3593.		
DEPARTMENT:	Community Development	CITY MANAGER’S APPROVAL:	
BY/DATE:	Elizabeth Holmbeck, August 4, 2016	BY/DATE:	

BACKGROUND:

On May 12, 2016, Governor Mark Dayton signed a bill that creates a new statewide permitting process that allows a specific type of temporary transitional housing in residential districts. The transitional housing would be permitted in freestanding structures or vehicles on residential properties, aside from the main home on the property. Anyone certified with needing assistance with two or more “instrumental activities of daily life” for physical or mental reasons may reside on the property on which the “caregiver” or “relative” lives.

State law requires that all communities in Minnesota either begin issuing permits for such housing, or “opt out” of this requirement by September 1, 2016. Due to the complexities associated with this new law, as well as potential unforeseen consequences of allowing temporary living structures to exist on residential properties, many communities in the Twin Cities Metropolitan Area are considering adopting ordinances to opt out of this requirement. Community Development staff suggests that the City of Columbia Heights consider opting out of this requirement, as well, at this time.

STAFF RECOMMENDATION:

Staff does not feel that allowing quasi-permanent recreational vehicles and other structures to be lived in on residential lots is a safe and effective land use. There could be land-use and performance standard issues that could occur on lots throughout the City, particularly because Columbia Heights has many smaller lots. There are a number of concerns staff have regarding this type of transitional housing, including:

- How to provide electricity and other utilities to the units.
- How the units will receive sanitation services.
- How fresh water will be supplied to the units.
- Whether or not the units will be allowed for people who do not meet the state definition of disabled.
- Setback and height requirements for units.
- Other aesthetic considerations (color, building materials, type of unit, etc.)
- Whether or not the units will be temporary, quasi-permanent, or permanent.
- What type of permitting process will be used to allow these units (licenses, Conditional Use Permits, etc.)
- Who will inspect the units, and what measures will be used to evaluate inspections.
- Frequency of inspections.
- Penalties for code violations.

Staff suggests that the Council adopt an ordinance to “opt out” of this mandate, as permitted by state law. If the City ever were to consider expanding housing to include accessory structures, the best approach would be to opt out of this requirement and adopt an Ordinance structured in a manner that addresses land-use and performance standard concerns and best suits our City. Staff intends to further research this matter later this year.

RECOMMENDED MOTION(S):

Motion: Waive the reading of Ordinance No 1632, there being ample copies available to the public.

Motion: Move to approve Ordinance No 1632, being an Ordinance opting out of the requirements of Minnesota Statutes, Section 462.3593, on first consideration. The second consideration will take place on August 22nd, 2016 at approximately 7:00pm in the Council Chambers of Columbia Heights City Hall.

ATTACHMENTS:

Ordinance No. 1632

ORDINANCE NO. 1632

**BEING AN ORDINANCE OPTING OUT OF THE REQUIREMENTS OF MINNESOTA STATUTES,
SECTION 462.3593**

Whereas, on May 12, 2016, Governor Dayton signed into law the creation and regulation of temporary family health care dwellings, codified at Minn. Stat. Section 462.3593, which permit and regulate temporary family health care dwellings, and;

Whereas, subdivision 9 of Minn. Stat. Section 462.3593 allows cities to “opt out” of those regulations;

The City of Columbia Heights does ordain:

SECTION 1:

Pursuant to authority granted by Minnesota Statutes, Section 462.3593, subdivision 9, the City of Columbia Heights opts-out of the requirements of Minnesota Statute, Section 462.3593, which defines and regulates Temporary Health Care Dwellings.

SECTION 2:

This Ordinance shall be in full force and effect immediately upon its passage and publication.

First Reading: August 8, 2016
Second Reading: August 22, 2016
Date of Passage: August 22, 2016

Offered by:
Seconded by:
Roll Call:

Mayor Gary L. Peterson

Attest:

Katie Bruno, City Clerk



AGENDA SECTION	CONSENT AGENDA
ITEM NO.	7F
MEETING DATE	AUG 8, 2016

CITY OF COLUMBIA HEIGHTS - COUNCIL LETTER

ITEM:	LICENSE AGENDA		
DEPARTMENT:	Community Development	CITY MANAGER'S APPROVAL:	
BY/Date:	Aug 8, 2016	BY/Date:	

BACKGROUND/ANALYSIS

Attached is the business license agenda for the August 8, 2016 Council meeting. This agenda consists of applications for 2016 Contractor Licenses.

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:

Move to approve the items as listed on the business license agenda for August 8, 2016 as presented.

TO CITY COUNCIL August 8, 2016

*Signed Waiver Form Accompanied Application

CONTRACTOR'S LICENSES-2016

BLDG	*Jay Hawk Mechanical	3307 No. 2 nd St, Mpls	\$60
	*Residential Htg	1815 E 41 st St, Mpls	\$60
	Peters Plumbing	20455 Manor Rd, Excelsior	\$60
	*One Hour Rooter & Plumb	10701 93 rd Ave N, Maple Grove	\$60
	MN Pro LLC	7529 Aldrich Ave So, Richfield	\$60
	Precision Excavation	135 6 th Ave, Milaca	\$60
	*Action Heating	8140 Arthur St, spring Lk Pk	\$60
	*Professional Mech Serv	18983 York St NW. Elk River	\$60

CITY OF COLUMBIA HEIGHTS

FINANCE DEPARTMENT

AGENDA SECTION CONSENT ITEMS
ITEM NO. 7G
MEETING DATE AUGUST 8, 2016

COUNCIL MEETING OF: August 8, 2016

STATE OF MINNESOTA

COUNTY OF ANOKA

CITY OF COLUMBIA HEIGHTS

Motion: Move that in accordance with Minnesota Statute 412.271, subd. 8 the City Council has reviewed the list of claims paid covering check number 162225 through 162407 in the amount of \$ 1,611,981.83.

These checks have been examined and found to be legal charges against the CITY OF COLUMBIA HEIGHTS, and are hereby, recommended for payment.

* * * * * L E A N N O * * * * *
* * * * * L E A N N O * * * * *
* * * * * L E A N N O * * * * *
* * * * * L E A N N O * * * * *

Report Selection:

Optional Report Title.....08/08/2016 COUNCIL LISTING

INCLUSIONS:

Fund & Account. thru
Check Date..... thru
Source Codes..... thru
Journal Entry Dates..... thru
Journal Entry Ids..... thru
Check Number..... 162225 thru 162407
Project..... thru
Vendor..... thru
Invoice..... thru
Purchase Order..... thru
Bank..... thru
Voucher thru
Released Date..... thru
Cleared Date..... thru
Include Exp/Rev Closing Entries N
Create Excel file & Download N

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
L	LEANNO	01		PRT04	Y	S	6	066	10	Y	Y	

BANK	VENDOR	CHECK#	CHECK DATE	AMOUNT
BANK CHECKING ACCOUNT				
	NORTHEAST BANK	162225	07/14/16	94,338.65
	NORTHEAST BANK	162226	07/15/16	50.00
	ACE HARDWARE	162227	07/27/16	1.95
	AID ELECTRIC SERVICE INC	162228	07/27/16	484.17
	AMERICAN BOTTLING COMPAN	162229	07/27/16	597.45
	ANOKA COUNTY LIBRARY	162230	07/27/16	124.80
	ANOKA CTY - CENTRAL COMM	162231	07/27/16	1,171.07
	APEX EFFICIENCY SOLUTION	162232	07/27/16	1,376.40
	ARTISAN BEER COMPANY	162233	07/27/16	936.00
	ARTISTS' CHOICE INC	162234	07/27/16	45.00
	ASPEN MILLS, INC.	162235	07/27/16	183.70
	ASSOC OF MN BLDG OFFICIA	162236	07/27/16	200.00
	BAKER & TAYLOR	162237	07/27/16	2,807.78
	BAUHAUS BREW LABS LLC	162238	07/27/16	179.50
	BELANGER/BRIANNA	162239	07/27/16	56.32
	BELLBOY BAR SUPPLY	162240	07/27/16	267.85
	BELLBOY CORPORATION	162241	07/27/16	122.35
	BERNICK'S WINE	162242	07/27/16	650.20
	BOLTON & MENK, INC	162243	07/27/16	2,580.00
	BOOK PAGE	162244	07/27/16	300.00
	BOOM ISLAND BREWING COMP	162245	07/27/16	175.00
	BREAKTHRU BEVERAGE MN BE	162246	07/27/16	7,436.45
	BREAKTHRU BEVERAGE MN W&	162247	07/27/16	4,026.55
	BRETH-ZENZEN FIRE PROTEC	162248	07/27/16	5,500.98
	BROCK WHITE CO.	162249	07/27/16	652.96
	CAPITOL BEVERAGE SALES L	162250	07/27/16	5,803.10
	CENGAGE LEARNING INC	162251	07/27/16	301.39
	CENTER POINT ENERGY	162252	07/27/16	96.21
	CENTURYLINK	162253	07/27/16	352.37
	CHAMBERLAIN OIL COMPANY	162254	07/27/16	290.60
	CITY OF MINNEAPOLIS	162255	07/27/16	675.00
	CITY WIDE WINDOW SERVICE	162256	07/27/16	78.00
	COCA-COLA BOTTLING MIDWE	162257	07/27/16	622.31
	COLUMBIA HEIGHTS ATHLTC	162258	07/27/16	299.79
	COLUMBIA HEIGHTS BASKETB	162259	07/27/16	222.00
	COMPUTERIZED FLEET ANALY	162260	07/27/16	2,995.00
	CONNELLY/BEN	162261	07/27/16	40.00
	COPELAND TRUCKING INC	162262	07/27/16	1,000.00
	CUSHMAN MOTOR CO INC	162263	07/27/16	44,108.51
	D & J QUALITY SOURCING L	162264	07/27/16	230.00
	DALCO ENTERPRISES INC	162265	07/27/16	513.16
	DCI INDUSTRIES LTD	162266	07/27/16	644.00
	DELEGARD TOOL CO INC	162267	07/27/16	150.00
	DEWNARAYAN/SOOKRANI	162268	07/27/16	410.31
	EBERT CONSTRUCTION	162269	07/27/16	364,020.02
	EBSCO PUBLISHING	162270	07/27/16	63.93
	EHLERS & ASSOCIATES INC	162271	07/27/16	652.50

BANK	VENDOR	CHECK#	CHECK DATE	AMOUNT
BANK CHECKING ACCOUNT				
	FARNER-BOCKEN	162272	07/27/16	5,567.49
	FASTENAL COMPANY	162273	07/27/16	61.77
	FIRST ADVANTAGE LNS SCRE	162274	07/27/16	96.00
	FIRST NATIONAL INSURANCE	162275	07/27/16	1,000.00
	FRANKLIN PRESS INC	162276	07/27/16	326.00
	G & K SERVICES INC	162277	07/27/16	339.50
	G.L. CONTRACTING INC	162278	07/27/16	6,816.93
	GENUINE PARTS/NAPA AUTO	162279	07/27/16	183.99
	GOPHER STATE ONE CALL IN	162280	07/27/16	375.30
	G4S SECURE SOLUTIONS USA	162281	07/27/16	165.69
	HAMMEL GREEN & ABRAHAMSO	162282	07/27/16	11,261.82
	HEALTH EAST VEHICLE MAIN	162283	07/27/16	218.00
	HOHENSTEINS INC	162284	07/27/16	678.55
	HOME DEPOT #2802	162285	07/27/16	45.86
	HORWITZ INC	162286	07/27/16	872.11
	HUBER/KATHY	162287	07/27/16	147.04
	ICS CONSULTING INC	162288	07/27/16	7,181.08
	INDEED BREWING COMPANY L	162289	07/27/16	713.25
	INSTY PRINTS	162290	07/27/16	63.00
	IRONDALE BASEBALL LEAGUE	162291	07/27/16	44.90
	ISPACE FURNITURE INC	162292	07/27/16	189,957.39
	JEFF,BOBBY & STEVES AUTO	162293	07/27/16	2,000.00
	JEFFERSON FIRE & SAFETY	162294	07/27/16	172.64
	JJ TAYLOR DIST OF MN	162295	07/27/16	9,787.54
	JOHNSON BROS. LIQUOR CO.	162296	07/27/16	10,632.60
	K & S ENGRAVING LLC	162297	07/27/16	43.00
	KENNEDY & GRAVEN	162298	07/27/16	3,108.42
	KONDRICK/BARBARA	162299	07/27/16	14.69
	LIFT PRO	162300	07/27/16	270.83
	MENARDS CASHWAY LUMBER-F	162301	07/27/16	475.26
	METRO UTILITIES INC	162302	07/27/16	4,741.50
	MID CITY MECHANICAL INC	162303	07/27/16	975.00
	MIDWAY FORD	162304	07/27/16	673.42
	MIDWEST ASPHALT CO.	162305	07/27/16	1,606.80
	MIDWEST TAPE	162306	07/27/16	2,385.78
	MINNEAPOLIS SAW CO INC	162307	07/27/16	55.98
	MINNESOTA PETROLEUM SRVC	162308	07/27/16	530.63
	NEEDHAM DISTRIBUTING CO	162309	07/27/16	363.60
	NEW FRANCE WINE COMPANY	162310	07/27/16	697.00
	OFFICE DEPOT	162311	07/27/16	125.83
	PEOPLE'S ELECTRIC	162312	07/27/16	54,838.75
	PHILLIPS WINE & SPIRITS	162313	07/27/16	605.73
	POSTMASTER	162314	07/27/16	3,600.00
	RAPID GRAPHICS & MAILING	162315	07/27/16	275.00
	ROE FAMILY SINGERS	162316	07/27/16	250.00
	SCHAAF FLORAL	162317	07/27/16	64.99
	SCHINDLER ELEVATOR CORP	162318	07/27/16	753.48

BANK	VENDOR	CHECK#	CHECK DATE	AMOUNT
BANK CHECKING ACCOUNT				
	SHAMELESS INC	162319	07/27/16	420.00
	SOUTHERN GLAZER'S	162320	07/27/16	11,558.18
	SOUTHERN WINE & SPIRITS	162321	07/27/16	1,492.55
	STAPLES ADVANTAGE	162322	07/27/16	55.86
	STREICHER'S GUN'S INC/DO	162323	07/27/16	6.95
	T A SCHIFSKY & SONS INC	162324	07/27/16	530.00
	THYSSENKRUPP ELEVATOR CO	162325	07/27/16	70.12
	TOLLBERG HOMES LLC	162326	07/27/16	2,000.00
	TRIO SUPPLY COMPANY INC	162327	07/27/16	165.89
	TRUGREEN CHEMLAWN	162328	07/27/16	99.00
	TWIN CITIES JUNK HAULING	162329	07/27/16	487.00
	UNIQUE MANAGEMENT SERVIC	162330	07/27/16	44.75
	VERIZON WIRELESS	162331	07/27/16	949.97
	VINOCOPIA INC	162332	07/27/16	1,497.25
	WARNING LITES OF MINNESO	162333	07/27/16	1,222.50
	WHOLESALE TRUCK-TRLR PR	162334	07/27/16	44.43
	WINDSCHITL/KEITH	162335	07/27/16	100.00
	WINE MERCHANTS	162336	07/27/16	838.37
	WSB & ASSOCIATES INC	162337	07/27/16	79.00
	XCEL ENERGY (N S P)	162338	07/27/16	35,273.27
	ZARNOTH BRUSH WORKS, INC	162339	07/27/16	769.50
	ZIEGLER INC	162340	07/27/16	798.08
	NORTHEAST BANK CREDIT CA	162341	07/27/16	0.00
	NORTHEAST BANK	162342	07/29/16	183,673.13
	NORTHEAST BANK	162343	07/29/16	211,558.75
	AAA AWARDS	162344	08/03/16	178.50
	ACE HARDWARE	162345	08/03/16	16.32
	ADVANCED DISPOSAL SERVIC	162346	08/03/16	142,881.42
	AID ELECTRIC SERVICE INC	162347	08/03/16	343.84
	ALLINA HEALTH SYSTEMS	162348	08/03/16	1,206.24
	AMERICAN BOTTLING COMPAN	162349	08/03/16	439.10
	AMERIPRIDE LINEN INC	162350	08/03/16	280.53
	ANOKA COUNTY TREASURER	162351	08/03/16	248.53
	ARTISAN BEER COMPANY	162352	08/03/16	2,331.80
	ASPEN MILLS, INC.	162353	08/03/16	57.80
	ASTLEFORD INTERNATIONAL	162354	08/03/16	249.44
	BAUHAUS BREW LABS LLC	162355	08/03/16	255.00
	BELLBOY BAR SUPPLY	162356	08/03/16	146.55
	BELLBOY CORPORATION	162357	08/03/16	534.50
	BERNICK'S WINE	162358	08/03/16	4,117.08
	BETWEEN THE LINES	162359	08/03/16	2,241.00
	BOYER TRUCK PARTS	162360	08/03/16	355.29
	BREAKTHRU BEVERAGE MN BE	162361	08/03/16	20,741.06
	BREAKTHRU BEVERAGE MN W&	162362	08/03/16	7,779.90
	BUILDING FASTENERS INC	162363	08/03/16	75.30
	CAPITOL BEVERAGE SALES L	162364	08/03/16	11,666.06
	CENTER POINT ENERGY	162365	08/03/16	559.25

BANK	VENDOR	CHECK#	CHECK DATE	AMOUNT
BANK CHECKING ACCOUNT				
	CENTURYLINK	162366	08/03/16	7.48
	CINTAS FIRST AID-SAFETY	162367	08/03/16	301.97
	DOUGHERTY/RENEE	162368	08/03/16	66.74
	DU ALL SERVICE CONTRACTO	162369	08/03/16	337.40
	EARL F ANDERSEN INC	162370	08/03/16	53.48
	ECM PUBLISHERS INC	162371	08/03/16	74.75
	ECOLAB	162372	08/03/16	253.50
	ENVIRONMENTAL SYSTEMS RE	162373	08/03/16	1,350.00
	FLEETPRIDE INC	162374	08/03/16	30.27
	FLEX COMPENSATION, INC	162375	08/03/16	125.00
	G & K SERVICES INC	162376	08/03/16	19.72
	GENUINE PARTS/NAPA AUTO	162377	08/03/16	44.53
	GREEN LIGHTS RECYCLING I	162378	08/03/16	367.22
	G4S SECURE SOLUTIONS USA	162379	08/03/16	128.87
	HANSON/ERIC	162380	08/03/16	71.12
	HOHENSTEINS INC	162381	08/03/16	1,652.68
	INDEED BREWING COMPANY L	162382	08/03/16	742.20
	INTEGRATED LOSS CONTROL	162383	08/03/16	409.00
	JJ TAYLOR DIST OF MN	162384	08/03/16	26,304.85
	JOHNSON BROS. LIQUOR CO.	162385	08/03/16	15,676.66
	KIWANIS COLUMBIA HTS-FRI	162386	08/03/16	144.00
	LOW VOLTAGE CONTRACTORS	162387	08/03/16	295.00
	M.A. ASSOCIATES INC	162388	08/03/16	189.80
	MCDONALD DISTRIBUTING CO	162389	08/03/16	992.95
	MENARDS CASHWAY LUMBER-F	162390	08/03/16	99.60
	METRO UTILITIES INC	162391	08/03/16	12,932.25
	METRO WELDING SUPPLY	162392	08/03/16	19.50
	MID CITY MECHANICAL INC	162393	08/03/16	585.00
	MINNEAPOLIS SAW CO INC	162394	08/03/16	72.46
	MN DEPT OF ADMINISTRATIO	162395	08/03/16	76.95
	NEEDHAM DISTRIBUTING CO	162396	08/03/16	320.00
	OFFICE DEPOT	162397	08/03/16	267.95
	OLSON/STEVEN I	162398	08/03/16	64.31
	ON SITE SANITATION INC	162399	08/03/16	1,811.00
	PHILLIPS WINE & SPIRITS	162400	08/03/16	4,067.48
	PRAIRIE RESTORATIONS INC	162401	08/03/16	2,500.00
	SETPOINT SYSTEMS CORPORA	162402	08/03/16	6,774.00
	SHAMROCK GROUP-ACE ICE	162403	08/03/16	60.64
	SOUTHERN GLAZER'S	162404	08/03/16	2,605.49
	SOUTHERN WINE & SPIRITS	162405	08/03/16	4,577.08
	WHOLESALE TRUCK-TRLR PR	162406	08/03/16	105.56
	XCEL ENERGY (N S P)	162407	08/03/16	1,966.84
				1,611,981.83

BANK	VENDOR	CHECK#	CHECK DATE	AMOUNT
REPORT TOTALS:				1,611,981.83

RECORDS PRINTED - 000962

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL	33,879.20
201	PLANNING & INSPECTIONS	289.35
202	ANOKA CO COMM DEV PROGRAMS	509.63
204	EDA ADMINISTRATION	1,349.51
212	STATE AID MAINTENANCE	3,042.34
240	LIBRARY	7,598.76
261	AFTER-SCHOOL PROGRAMS	268.26
315	SULL-SHORES:TX GO BONDS2008A	18,335.00
343	GO PUB SAFETY CTR BOND 2008B	193,223.75
344	GO PUBFACILITIES BONDS 2009A	55,018.13
345	GO IMPROV/REV BONDS 2013	2,099.31
346	GO LIBRARY BONDS 2015A	101,168.75
371	TIF T4: KMART/CENTRAL AVE	10,862.68
372	HUSET PARK AREA TIF (T6)	80.50
376	TIF DISTRICTS A3/C7/C8	1,019.00
385	TIF K2 M.U.R.P.	80.50
389	TIF R8 CRESTV/TRANSITION BLK	80.50
412	CAPITAL IMPROVEMENT PARKS	326.48
415	CAPITAL IMPRVMT - PIR PROJ	1,354.40
420	CAP IMPROVEMENT-DEVELOPMENT	440.00
431	CAP EQUIP REPLACE-GENERAL	44,108.51
439	FIRE CAPITAL EQUIPMENT	172.64
450	CAPITAL BLDG - LIBRARY	650,804.13
601	WATER UTILITY	8,752.51
602	SEWER UTILITY	3,093.20
603	REFUSE FUND	144,722.80
604	STORM SEWER UTILITY	1,107.95
609	LIQUOR	177,769.70
631	WATER FUND DEBT SERVICE	8,469.62
632	SEWER FUND DEBT SERVICE	2,635.00
634	STORM SEWER DEBT SERVICE	5,649.82
639	LIQUOR FUND DEBT SERVICE	94,388.65
651	WATER CONSTRUCTION FUND	23,295.12
701	CENTRAL GARAGE	11,674.29
705	BUILDING MAINTENANCE	71.12
720	INFORMATION SYSTEMS	2,554.10
883	CONTRIBUTED PROJECTS-OTHER	343.62
884	INSURANCE	1,218.00
887	FLEX BENEFIT FUND	125.00
TOTAL ALL FUNDS		1,611,981.83

BANK RECAP:

BANK	NAME	DISBURSEMENTS
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BANK RECAP:

BANK	NAME	DISBURSEMENTS
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BANK	CHECKING ACCOUNT	1,611,981.83
TOTAL	ALL BANKS	1,611,981.83