



**CITY COUNCIL MEETING**  
**City Hall—Council Chambers, 590 40th Ave NE**  
**Monday, March 27, 2023**  
**6:00 PM**

**Mayor**  
*Amada Márquez Simula*  
**Councilmembers**  
*Connie Buesgens*  
*Kt Jacobs*  
*Rachel James*  
*Justice Spriggs*  
**City Manager**  
*Kelli Bourgeois*

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## **AGENDA**

### **ATTENDANCE INFORMATION FOR THE PUBLIC**

*Members of the public who wish to attend may do so in-person, by calling **1-312-626-6799** and entering meeting ID 876 7918 4575 or by Zoom at <https://us02web.zoom.us/j/87679184575>. For questions please call the Administration Department at 763-706-3610.*

### **MISSION STATEMENT**

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

### **PLEDGE OF ALLEGIANCE**

### **CALL TO ORDER/ROLL CALL**

### **APPROVAL OF AGENDA**

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

### **PROCLAMATIONS, PRESENTATIONS, RECOGNITION, ANNOUNCEMENTS, GUESTS**

- A. Ramadan Proclamation.**
- B. Earth Day Proclamation.**
- C. Final Strategic Plan Report Presented by Phil Kern.**

### **CONSENT AGENDA**

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

**MOTION:** Move to approve the Consent Agenda as presented.

- 1. Approve February 9, and February 16 2023 City Council Goal Setting Meeting Minutes.**  
**MOTION:** Move to approve the February 9, and February 16 2023 City Council Goal Setting meeting minutes.
- 2. Approve March 6, 2023 City Council Work Session Meeting Minutes.**  
**MOTION:** Move to approve the March 6, 2023 City Council Work Session meeting minutes.

3. **Approve March 7, 2023 Joint School Board and City Council Meeting Minutes.**  
Motion: Move to approve the March 7, 2023 Joint School Board and City Council meeting minutes.
4. **Approve March 13, 2023 City Council Meeting Minutes.**  
MOTION: Move to approve the March 13, 2023 City Council meeting minutes.
5. **Approve March 13 and 14, 2023 Special City Council Work Session Meeting Minutes.**  
MOTION: Move to approve March 13 and 14, 2023 Special City Council Work Session meeting minutes.
6. **Adopt Resolution 2023-21, Appointing Board and Commission Members.**
7. **Resolution 2023-23, Awarding A Copier Contract To Coordinated Business Systems, Ltd. and Appropriating a Budget Of \$60,000 from the Fund Balance of Governmental Equipment Fund 431.**  
MOTION: Move to waive the reading of Resolution 2023-23, there being ample copies available to the public.  
MOTION: Move to adopt Resolution 2023-23, being a resolution authorizing the city manager to enter into an agreement with Coordinated Business Systems, Ltd. for the purchase of seven Kyocera brand copy machines for up to \$60,000 combined, plus maintenance costs; and to appropriate a related budget of \$60,000 from the fund balance of the City's Governmental Equipment Fund 431.
8. **Resolution 2023-24 Amending Resolution 2023-001 Designating Depositories and Signatories**  
MOTION: Move to waive the reading of Resolution 2023-24, there being ample copies available to the public.  
MOTION: Move to adopt Resolution 2023-24, being a resolution amending Resolution 2023-001 designating depositories and signatories.
9. **Change Order 1 for 37th Avenue Design.**  
MOTION: Move to approve Change Order 1 totaling \$72,383 for final design work on 37<sup>th</sup> Avenue from Central Avenue to Stinson Boulevard, including 37<sup>th</sup> Place from 37<sup>th</sup> Avenue to Stinson Boulevard, City Projects 2110 and 2306.
10. **Capital Equipment Replacement: MT Trackless Sidewalk Machine.**  
MOTION: Move to authorize the purchase of one (1) 2023 MT Trackless Sidewalk Machine from MacQueen Equipment, Inc. of St. Paul, MN in the amount of 195,610 less trade-in value of \$2,500 for Unit #296 for a total of \$193,110 funded from the Parks Capital Equipment Replacement fund number 431.5200.45180.
11. **Service Flex Contract with Primex for SCADA Upgrades.**  
MOTION: Move to authorize the purchase of one (1) Service Flex Plan in the amount of \$25,000 with SJE (dba Primex) with the effective date of April 1<sup>st</sup>, 2023 – March 31<sup>st</sup>, 2024.

**12. License Agenda.**

MOTION: Move to approve the items as listed on the business license agenda for March 27, 2023 as presented.

**13. Rental Occupancy Licenses for Approval.**

MOTION: Move to approve the items listed for rental housing license applications for March 27, 2023, in that they have met the requirements of the Property Maintenance Code.

**14. Review of Bills.**

MOTION: Move that in accordance with Minnesota Statute 412.271, subd. 8 the City Council has reviewed the enclosed list to claims paid by check and by electronic funds transfer in the amount of \$909,860.34.

**PUBLIC HEARINGS**

*This is the public's opportunity to speak regarding this matter. Any comments made after the public hearing is closed will not be considered by the City Council and will not be included as part of the formal record for this matter.*

**ITEMS FOR CONSIDERATION**

**15. Interim City Manager Appointment.**

MOTION: Move to waive the reading of Resolution 2023-22, there being ample copies available to the public.

MOTION: Move to approve Resolution 2023-22 appointing Kevin Hansen as the Interim City Manager.

**16. Approval of Agreement for Building Official Services Between the City of Columbia Heights and Rum River Ventures, LLC.**

MOTION: Move to waive the reading of Resolution 2023-25, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2023-25, a resolution approving an agreement for building official services between the City of Columbia Heights and Rum River Ventures, LLC.

**Ordinances and Resolutions**

**Bid Considerations**

**17. Accept Bids and Award Contract for Sanitary Sewer Lining, City Project 2304.**

MOTION: Move to accept bids and award the contract for Sanitary Sewer Lining, City Project 2304, to Hydro-Klean Solutions Group based upon their low, qualified, responsible bid in the amount of \$486,657 with funds to be appropriated from Fund 652.9999.45185.2304, and, furthermore, to authorize the Mayor and City Manager to enter into a contract for the same.

**New Business and Reports**

**CITY COUNCIL AND ADMINISTRATIVE REPORTS**

**Report of the City Council**

**Report of the City Manager**

**COMMUNITY FORUM**

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

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

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

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

*When speaking, virtual attendees should turn their camera on.*

*All speakers should limit their comments to five (5) minutes and address their comments to the Council as a whole, not to individual Council Members.*

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

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

**ADJOURNMENT**

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