ECONOMIC DEVELOPMENT AUTHORITY

City Hall—Shared Vision Room, 3989 Central Ave NE
Monday, June 01, 2026
5:00 PM

AGENDA

ATTENDANCE INFORMATION FOR THE PUBLIC

*Members of the public who wish to attend may do so in-person, or by using Microsoft Teams and entering meeting ID **285 443 811 498 451** and passcode **nT3gq9rr**. For questions, please call the Community Development Department at 763-706-3670.*

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.

CALL TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

1. **Approve May 4, 2026 EDA Meeting Minutes. (pg. 3)**
   MOTION: Move to approve the May 4, 2026, regular EDA meeting minutes.

2. **Resolution 2026-16 to Approve the Financial Reports and Payment of the Bills for April 2026. (pg. 10)**
   MOTION: Move to waive the reading of Resolution 2026-16, there being ample copies available to the public.
   MOTION: Move to approve Resolution 2026-16, approving the financial statements for the month of April 2026 and the payment of the bills for the month of April 2026.

MOTION: Move to approve the consent agenda as presented.

BUSINESS ITEMS

3. **Fire Suppression Grant Application 4014-4016 Central Ave NE (Sister Bud LLC). (pg. 22)**
   Presenting Item: CD Coordinator Emilie Voight
   MOTION: Move to waive the reading of Resolution 2026-17, there being ample copies available to the public.
   MOTION: Move to approve Resolution 2026-17, a resolution of the Economic Development Authority of Columbia Heights, Minnesota, approving the form and substance of the Fire Suppression Grant Agreement, and approving authority staff and officials to take all actions necessary to enter the authority into the Fire Suppression Grant Agreement with the owners of 4014-4016 Central Ave NE (Sister Bud LLC).

4. **Purchase of 4217 Central Ave NE. (pg. 40)**
Presenting Item: CD Director Mitchell Forney
MOTION: Move to waive the reading of Resolution 2026-18, there being ample copies available to the public.
MOTION: Move to approve Resolution 2026-18, a resolution approving the purchase agreement between the Economic Development Authority of Columbia Heights, Minnesota, and AA Homes LLC, and establishing funding procedures for the purchase and demolition of the properties.

5. **Approval of Demolition Contract for 4510 Taylor St NE. (pg. 56)**
Presenting Item: CD Director Mitchell Forney
MOTION: Move to accept the proposal from Semple Excavating and Trucking, in the amount of $22,799 for the demolition of all building and site improvements, tree removal, hazardous item removal, water/sewer line capping, and site grading of the lot located at 4510 Taylor Street; and furthermore, to authorize the President and Executive Director to enter into an agreement for the same.

BUSINESS UPDATES
Presenting Items: CD Coordinator Emilie Voight

a. June 5th Twin Cities North Chamber Business Connect Meeting

b. Economic Support Microloan Program Update

ADJOURNMENT

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

ECONOMIC DEVELOPMENT AUTHORITY

City Hall—Shared Vision Room, 3989 Central Ave NE
Monday, May 04, 2026
5:00 PM

MINUTES

The meeting was called to order at 5:00 pm by President Spriggs

CALL TO ORDER/ROLL CALL
Members present: Laurel Deneen; Rachel James; Justice Spriggs; Marlaine Szurek

Members absent: Connie Buesgens; Lamin Dibba; Amáda Márquez-Simula

Staff present: Aaron Chirpich, City Manager; Mitchell Forney, Community Development Director; Sarah LaVoie, Administrative Assistant; Emilie Voight, Community Development Coordinator; Ursula Brandt, City Planner

PLEDGE OF ALLEGIANCE

CONSENT AGENDA
1. Approve financial reports and payment of bills for March 2026 – Resolution No. 2026-14.

2. Approve the minutes of the regular EDA meeting of April 06, 2026.

Motion by Deneen, seconded by Szurek, to approve the Consent Agenda as presented. All ayes of present. MOTION PASSED.

RESOLUTION NO. 2026-14

A RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY OF COLUMBIA HEIGHTS, MINNESOTA, APPROVING THE FINANCIAL STATEMENTS FOR THE MONTH OF MARCH 2026 AND THE PAYMENT OF THE BILLS FOR THE MONTH OF MARCH 2026.

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

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

WHEREAS, the financial statements for the month of March 2026 have been reviewed by the EDA Commission; and

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

form and accuracy; and

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

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

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

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

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

ORDER OF ECONOMIC DEVELOPMENT AUTHORITY

Passed this May 4, 2026

Offered by: Laurel Deneen
Seconded by: Marlaine Szurek
Roll Call: All ayes of present. MOTION PASSED.

_____
President

Attest:

_____
Secretary

BUSINESS ITEMS

3. **Façade Improvement Grant Report for Nikhom Spa (3986 Central Ave NE).**
   Voight noted that the report pertains to the 2026 Façade Improvement Grant application for Nikhom Spa (3986 Central Ave NE). The tenant, Nikhom Spa, recently opened a new massage and spa business in a suite that had previously been used for a massage business under a different owner. The tenant is applying for grant funds to furnish and install new signage on the existing awning in order to reflect the change of business. Photos of the existing conditions and renderings of the proposal have been included in the Agenda Packet.

Voight stated the applicant was able to receive two bids for the work, amounting to $4,743.98 (Canvas Craft) and $8,961.47 (BMS). This sets them up for a grant amount of $2,371.99. Community Development staff recommend funding this project in full as the signage will reflect the building's new occupancy and help attract and orient customers. This is the fourth Façade Improvement Grant application in 2026. If this Façade Improvement Grant were to be approved, it would leave $26,978.82 remaining in the annual program budget.

Motion by James, seconded by Deneen, to waive the reading of Resolution No. 2026-15, there being ample copies available to the public. All ayes of present. MOTION PASSED.

Motion by James, seconded by Deneen, to approve Resolution No. 2026-15, a Resolution of the Columbia Heights Economic Development Authority, approving the form and substance of the Façade Improvement Grant Agreement, and approving authority staff and officials to take all actions necessary to enter the authority into a Façade Improvement Grant Agreement with Nikhom Spa (3986 Central Ave NE). All ayes of present. MOTION PASSED.

RESOLUTION NO. 2026-15

A RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY OF COLUMBIA HEIGHTS, MINNESOTA, APPROVING THE FORM AND SUBSTANCE OF THE FAÇADE IMPROVEMENT GRANT AGREEMENT, AND APPROVING AUTHORITY STAFF AND OFFICIALS TO TAKE ALL ACTIONS NECESSARY TO ENTER THE AUTHORITY INTO A FAÇADE IMPROVEMENT GRANT AGREEMENT WITH NIKHOM SPA (3986 CENTRAL AVE NE).

WHEREAS, the City of Columbia Heights (the "City") and the Columbia Heights Economic Development Authority (the "Authority") have collaborated to create a certain Façade Improvement Grant Program (the "Program"); and

WHEREAS, pursuant to guidelines established for the Program, the Authority is to award and administer a series of grants to eligible commercial property owners and/or tenants for the purposes of revitalizing existing storefronts, increasing business vitality and economic performance, and decreasing criminal activity along Central Avenue Northeast and in the City's Business districts, pursuant to a Façade Improvement Grant Agreement with various property owners and/or tenants; and

WHEREAS, pursuant to the Program, the City is to coordinate a surveillance camera monitoring program by placing surveillance cameras on some of the storefronts that are part of the Program for the purposes of improving public safety in and around the Central Business District; and

WHEREAS, the Authority has thoroughly reviewed copies of the proposed form of the Grant Agreement.

NOW, THEREFORE BE IT RESOLVED that, after appropriate examination and due consideration, the Authority

1. approves the form and substance of the Grant Agreement, and approves the Authority enterin

into the Agreement with Nikhom Spa (3986 Central Ave NE).

2. that the City Manager, as the Executive Director of the Authority, is hereby authorized, empowered, and directed for and on behalf of the Authority to enter into the Grant Agreement.
3. that the City Manager, as the Executive Director of the Authority, is hereby authorized and directed to execute and take such action as they deem necessary and appropriate to carry out the purpose of the foregoing resolution.

ORDER OF ECONOMIC DEVELOPMENT AUTHORITY

Passed this May 4, 2026

Offered by: Rachel James
Seconded by: Laurel Deneen
Roll Call: All ayes of present. MOTION PASSED.

President

Attest:

Secretary

4. Pledge of Allegiance Discussion.

Voight reported that during the February 2026 EDA meeting, the Commission asked staff to look into whether reciting the Pledge of Allegiance was listed in the EDA Bylaws or any other City guiding documents that might require its inclusion as part of the monthly meeting order of business.

Voight stated that, in response to the Commission's request, staff provided a brief informational update during the March meeting. As stated in that update, the EDA Bylaws do not mention the Pledge of Allegiance, nor do they include it in the order of business for meetings. The Pledge is not referenced in the City Charter, nor is it referenced in the City Code. Based on records of past EDA meetings, the EDA has typically included the Pledge as part of its proceedings since approximately 2003. Prior to 2003, records of EDA meetings suggest that the Pledge was sometimes recited, but not during every meeting, and with varying regularity. Staff is of the opinion that the EDA Board of Commissioners has the discretion to decide whether the Pledge is recited as part of its monthly meeting proceedings.

Questions/Comments from Members:

Deneen stated she would like to forego reciting the Pledge of Allegiance since it is not done for any other meeting besides the City Council meeting.

James offered that the Pledge of Allegiance could be said during the January meeting when office

are voted on, but not said during the rest of the meetings throughout the year.

Szurek wondered what was wrong with honoring the flag, and stated it does not take long to say the Pledge of Allegiance. Deneen expressed her appreciation of the separation between church and state. She mentioned that when there is a pledge that references God, it can go against the separation. Szurek expressed her opinion that that she did not understand the perspective because in her opinion the country was formed because of what God led the people to do and there is nothing wrong with honoring the flag. She stated she would like to continue to say the Pledge of Allegiance at each meeting.

Spriggs explained that there was a lot of attention on Saint Louis Park when they removed the Pledge of Allegiance from city meetings, and he would like to be mindful of that, especially since the City has had the spotlight on it recently. He added that he would not want the community to think that the topic is the priority for the EDA. He noted he is less inclined to make the change due to potential negative attention on the City that could harm people. Deneen explained that she was not suggesting the change to the City Council meetings since it would draw more attention than removing the Pledge of Allegiance for the EDA.

James explained that other boards and commissions do not do the Pledge of Allegiance, but she did not feel strongly one way or another.

Spriggs summarized that the EDA's consensus is to keep the Pledge of Allegiance in the meetings for now.

Szurek pointed out that it would be good to get feedback from the other commission members. James suggested tabling the item until the other EDA members were present. The EDA members agreed and the item will be tabled until the first meeting of 2027.

BUSINESS UPDATES

a. Purchase of 4217 Central Ave NE.

Voight noted that the property at 4217 Central Avenue is currently used as a rental property and is coming up for sale. Staff were given the opportunity to speak with the owner and walk through the site with the idea that the EDA may want to purchase it. She noted that the purchase of the site closely aligns with the intent of the Commercial Revitalization Program. The house recently had a new roof and siding put on. She explained that she walked the property with the City's inspector and agreed that it would be a good fit for the Commercial Revitalization Program and could be purchased, demolished, and prepared for commercial redevelopment. Staff put forth a contingent offer with the contingency being the EDA's approval. Staff and the homeowner agreed on a purchase price of $225,000, which is the same price as the property the EDA most recently purchased on Central Avenue in 2024.

Forney added that staff's idea would be to use the ACHRA levy to fund the purchase. The ACHRA levy currently has about $600,000 in the fund. He noted that staff would like to know if the EDA would be interested in purchasing the property.

Voight pointed out that the exterior of the house has been updated, but the interior needs a lot of work. She added that staff spoke with the owner about the potential of the neighbors also eventually wanting to sell their properties.

Questions/Comments from Members:

James asked if the driveway would be included. Voight agreed that the driveway to the north would be included. James mentioned that it would be difficult to have much paved area on the site due to the City's limits on impervious surface. Forney replied that imperious surface percentage requirements only apply to residential lots.

Spriggs expressed his support for purchasing the property. He asked what the owner thought the neighbors would do in the future. Voight replied that the owner thought that the neighbor to the north had done a lot of work on the property and would not be inclined to have the EDA purchase the property. The property to the south may be interested in the EDA purchasing the lot in the future.

The EDA agreed that they were interested in purchasing the 4217 Central property. Forney replied that staff would work on continuing the negotiation with the owner and then bring the purchase agreement to the EDA.

Szurek asked if the owner was happy with what the EDA offered and the intent of purchasing the property. Voight replied that the owner was happy with the negotiation. Forney added that the owner would like to keep some items like the windows and AC units.

b. Economic Support Microloan Program Update.

Voight stated that the Economic Support Microloan Program was launched. The application period was open for two weeks. She noted that staff worked with MCCD to do in-person, online, and postal mail outreach in the City and received 38 applications, and 29 of the applications passed the initial eligibility review. She noted that MCCD would begin to reach out to eligible businesses that applied to give them information about the next steps and what documentation would be needed. Applicants will have about two weeks to submit documentation. She mentioned that there were a few businesses that reached out after the application deadline, asking to apply. She explained that staff decided that businesses could not apply after the deadline, but businesses would potentially be eligible to apply if there was funding remaining or the EDA wanted to do anything additional.

Questions/Comments from Members:

James suggested that the EDA discuss doing a second round opening for a wait list for businesses that did not apply before the deadline. She asked what type of businesses applied. Voight replied that she verified each business that applied. She added that the businesses that applied included auto shops, restaurants, professional services, beauty and hair services, and retail businesses.

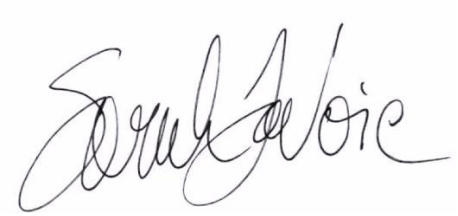
c. NOAH Loan Program Update.

Voight stated that the Community Development team went to the City landlord meeting on April 20th. She mentioned that she gave a presentation about the NOAH program to ensure that landlords were aware of the program and the updates since the program was launched. There were more than 20 people in attendance, and one duplex is currently moving forward with the inspection portion of the application. Forney added that staff are reviewing the program for any inefficiencies and will go back to the EDA if there are any changes.

ADJOURNMENT

Motion by Deneen, seconded by James, to adjourn the meeting at 5:31 pm. All ayes. MOTION PASSED.

Respectfully submitted,



_
Sarah LaVoie, Recording Secretary

DRAFT

RESOLUTION NO. 2026-16

A RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY OF COLUMBIA HEIGHTS, MINNESOTA, APPROVING THE FINANCIAL STATEMENTS FOR THE MONTH OF APRIL 2026 AND THE PAYMENT OF THE BILLS FOR THE MONTH OF APRIL 2026.

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

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

WHEREAS, the financial statements for the month of April 2026 have been reviewed by the EDA Commission; and

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

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

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

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

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

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

ORDER OF ECONOMIC DEVELOPMENT AUTHORITY

Passed this 1st day of June, 2026

Offered by:
Seconded by:
Roll Call:

_____
Title: President

Attest:

_____
Title: Secretary

INVOICE GL DISTRIBUTION REPORT FOR CITY OF COLUMBIA HEIGHTS
EXP CHECK RUN DATES 04/01/2026 - 04/30/2026
BOTH JOURNALIZED AND UNJOURNALIZED
PAID

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Check 206427					
408.6414.45110	4510 TAYLOR FULL YEAR	ANOKA COUNTY PROPERTY REC(	03/16/26	20260316	2,032.86
			Total For Check 206427		2,032.86
Check 206439					
204.6314.43250	031526 934571297 COMM DEV ADMIN	COMCAST	03/15/26	266347602	23.49
			Total For Check 206439		23.49
Check 206513					
204.6314.44030	TEAMS PREMIUM	DELL MARKETING LP	03/11/26	1086690541	1,481.90
			Total For Check 206513		1,481.90
Check 206544					
204.6314.43210	032626 - 10013121 PHONE COMMDEV	POPP.COM INC	03/26/26	992912553	48.81
			Total For Check 206544		48.81
Check 206553					
204.6314.44380	EDA MEETINGS 0125-0625, 0825-122	SZUREK/MARLAINE	03/25/26	2025	385.00
			Total For Check 206553		385.00
Check 206565					
204.6314.43250	COMM DEV ADMIN (2.3%) INTERNET 0	ARVIG ENTERPRISES, INC	03/28/26	032826	3.15
			Total For Check 206565		3.15
Check 206593					
204.6314.43050	GENRAL EDA LEGAL SERVICES 0226	KUTAK ROCK LLP	03/19/26	3716848	3,140.00
			Total For Check 206593		3,140.00
Check 206627					
204.6314.43050	EDA MINUTES 030226	TIMESAVER OFF SITE SECRETF	03/13/26	31980	216.75
204.6314.43050	PLANNING COMMISSION MINUTES 0303	TIMESAVER OFF SITE SECRETF	03/13/26	31981	199.00
			Total For Check 206627		415.75
Check 206657					
204.6314.43050	ALATUS HYVEE SITE REDEVELOPMENT	EHLERS & ASSOCIATES INC	04/07/26	105815	81.25
			Total For Check 206657		81.25
Check 206694					
228.6317.43810	ELECTRIC	XCEL ENERGY (N S P)	04/09/26	1270505042	857.52
			Total For Check 206694		857.52
Check 206772					
204.6314.43050	EDA MINUTES 040626	TIMESAVER OFF SITE SECRETF	04/14/26	32162	252.25
			Total For Check 206772		252.25
Check 206840					
408.6411.44600	ADMIN FEES PAID TO MCCD	METROPOLITAN CONSORTIUM OF	04/20/26	20260420	40,000.00
408.6414.44600	MICROLOAN PRINCIPALS	METROPOLITAN CONSORTIUM OF	04/20/26	20260420	300,000.00
			Total For Check 206840		340,000.00

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund Totals:					
			Fund 204 EDA ADMINISTRATION		5,831.60
			Fund 228 DOWNTOWN PARKING		857.52
			Fund 408 EDA REDEVELOPMENT PROJE(		342,032.86
			Total For All Funds:		348,721.98

REVENUE AND EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS

PERIOD ENDING 04/30/2026

GL NUMBER	DESCRIPTION	2026 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 04/30/26	YTD BALANCE 04/30/2026	UNENCUMBERED BALANCE	% BDGT USED
Fund 204 - EDA ADMINISTRATION							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
204.0000.31011	EDA CURRENT AD VALOREM	311,600.00	0.00	0.00	0.00	311,600.00	0.00
204.0000.31014	AREA WIDE TAX	89,400.00	0.00	0.00	0.00	89,400.00	0.00
204.0000.36210	INTEREST ON INVESTMENTS	6,000.00	0.00	0.00	0.00	6,000.00	0.00
Total Dept 0000 - NON-DEPARTMENTAL		407,000.00	0.00	0.00	0.00	407,000.00	0.00
TOTAL REVENUES		407,000.00	0.00	0.00	0.00	407,000.00	0.00
Expenditures							
Dept 6314 - ECONOMIC DEVELOPMENT AUTH							
204.6314.41010	REGULAR EMPLOYEES	209,400.00	0.00	16,686.36	60,308.79	149,091.21	28.80
204.6314.41210	P.E.R.A. CONTRIBUTION	15,600.00	0.00	1,190.98	4,698.76	10,901.24	30.12
204.6314.41220	F.I.C.A. CONTRIBUTION	16,000.00	0.00	1,257.29	4,564.59	11,435.41	28.53
204.6314.41300	INSURANCE	24,000.00	0.00	1,187.31	4,744.58	19,255.42	19.77
204.6314.41410	MN PAID LEAVE TAX	900.00	0.00	80.08	318.32	581.68	35.37
204.6314.41510	WORKERS COMP INSURANCE PREM	700.00	0.00	58.39	233.04	466.96	33.29
204.6314.42000	OFFICE SUPPLIES	200.00	0.00	0.00	0.00	200.00	0.00
204.6314.42010	MINOR EQUIPMENT	200.00	0.00	0.00	0.00	200.00	0.00
204.6314.42171	GENERAL SUPPLIES	200.00	0.00	0.00	16.99	183.01	8.50
204.6314.42175	FOOD SUPPLIES	200.00	0.00	0.00	0.00	200.00	0.00
204.6314.43045	ATTORNEY FEES-OTHER	0.00	0.00	1,650.00	3,225.00	(3,225.00)	100.00
204.6314.43050	EXPERT & PROFESSIONAL SERV.	13,900.00	2,205.00	333.50	8,637.50	3,057.50	78.00
204.6314.43105	TRAINING & EDUCATION ACTIVITIES	4,500.00	0.00	0.00	0.00	4,500.00	0.00
204.6314.43210	TELEPHONE	1,200.00	478.83	48.69	196.04	525.13	56.24
204.6314.43220	POSTAGE	100.00	0.00	0.00	870.36	(770.36)	870.36
204.6314.43250	OTHER TELECOMMUNICATIONS	500.00	0.00	23.49	103.46	396.54	20.69
204.6314.43310	LOCAL TRAVEL EXPENSE	200.00	0.00	0.00	0.00	200.00	0.00
204.6314.43320	OUT OF TOWN TRAVEL EXPENSE	1,500.00	0.00	0.00	0.00	1,500.00	0.00
204.6314.43500	LEGAL NOTICE PUBLISHING	200.00	0.00	0.00	0.00	200.00	0.00
204.6314.43600	PROP & LIAB INSURANCE	3,500.00	0.00	291.67	1,166.68	2,333.32	33.33
204.6314.44000	REPAIR & MAINT. SERVICES	100.00	0.00	0.00	0.00	100.00	0.00
204.6314.44030	SOFTWARE & SOFTWARE SUBSCRIPTIONS	3,700.00	3,507.02	0.00	1,988.18	(1,795.20)	148.52
204.6314.44040	INFORMATION SYS:INTERNAL SVC	9,500.00	0.00	791.67	3,166.68	6,333.32	33.33
204.6314.44330	SUBSCRIPTION, MEMBERSHIP	1,200.00	0.00	0.00	0.00	1,200.00	0.00
204.6314.44380	COMMISSION & BOARDS	800.00	0.00	0.00	385.00	415.00	48.13
204.6314.44390	TAXES & LICENSES	0.00	0.00	0.00	63.75	(63.75)	100.00
204.6314.47100	OPER. TRANSFER OUT - LABOR	25,600.00	0.00	2,133.33	8,533.32	17,066.68	33.33
204.6314.47421	TRANSFR:EDA REDEVELP PROJ FD	80,000.00	0.00	0.00	0.00	80,000.00	0.00
Total Dept 6314 - ECONOMIC DEVELOPMENT AUTH		413,900.00	6,190.85	25,732.76	103,221.04	304,488.11	26.43
TOTAL EXPENDITURES		413,900.00	6,190.85	25,732.76	103,221.04	304,488.11	26.43
Fund 204 - EDA ADMINISTRATION:							
TOTAL REVENUES		407,000.00	0.00	0.00	0.00	407,000.00	0.00
TOTAL EXPENDITURES		413,900.00	6,190.85	25,732.76	103,221.04	304,488.11	26.43
NET OF REVENUES & EXPENDITURES		(6,900.00)	(6,190.85)	(25,732.76)	(103,221.04)	102,511.89	1,5

GL NUMBER	DESCRIPTION	2026 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 04/30/26	YTD BALANCE 04/30/2026	UNENCUMBERED BALANCE	% BDGT USED
Fund 228 - DOWNTOWN PARKING							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
228.0000.39247	TRANSFER IN-SPECIAL PROJ REV	59,900.00	0.00	4,991.67	19,966.68	39,933.32	33.33
Total Dept 0000 - NON-DEPARTMENTAL		59,900.00	0.00	4,991.67	19,966.68	39,933.32	33.33
TOTAL REVENUES		59,900.00	0.00	4,991.67	19,966.68	39,933.32	33.33
Expenditures							
Dept 6317 - DOWNTOWN PARKING							
228.6317.42012	OTHER TECHNOLOGY EQUIPMENT	1,500.00	0.00	0.00	432.00	1,068.00	28.80
228.6317.43050	EXPERT & PROFESSIONAL SERV.	0.00	0.00	2,984.98	2,984.98	(2,984.98)	100.00
228.6317.43600	PROP & LIAB INSURANCE	3,500.00	0.00	291.67	1,166.68	2,333.32	33.33
228.6317.43800	UTILITY SERVICES	2,400.00	0.00	280.06	801.59	1,598.41	33.40
228.6317.43810	ELECTRIC	13,400.00	0.00	857.52	4,129.80	9,270.20	30.82
228.6317.44000	REPAIR & MAINT. SERVICES	37,000.00	614.30	0.00	0.00	36,385.70	1.66
228.6317.44020	BLDG MAINT CONTRACTUAL SERVICES	2,000.00	0.00	0.00	10,650.00	(8,650.00)	532.50
228.6317.44390	TAXES & LICENSES	100.00	0.00	0.00	0.00	100.00	0.00
Total Dept 6317 - DOWNTOWN PARKING		59,900.00	614.30	4,414.23	20,165.05	39,120.65	34.69
TOTAL EXPENDITURES		59,900.00	614.30	4,414.23	20,165.05	39,120.65	34.69
Fund 228 - DOWNTOWN PARKING:							
TOTAL REVENUES		59,900.00	0.00	4,991.67	19,966.68	39,933.32	33.33
TOTAL EXPENDITURES		59,900.00	614.30	4,414.23	20,165.05	39,120.65	34.69
NET OF REVENUES & EXPENDITURES		0.00	(614.30)	577.44	(198.37)	812.67	100.00

GL NUMBER	DESCRIPTION	2026 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 04/30/26	YTD BALANCE 04/30/2026	UNENCUMBERED BALANCE	% BDGT USED
Fund 372 - HUSET PARK AREA TIF (T6)							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
372.0000.31010	CURRENT AD VALOREM	922,000.00	0.00	0.00	0.00	922,000.00	0.00
372.0000.36210	INTEREST ON INVESTMENTS	30,000.00	0.00	0.00	0.00	30,000.00	0.00
Total Dept 0000 - NON-DEPARTMENTAL		952,000.00	0.00	0.00	0.00	952,000.00	0.00
TOTAL REVENUES		952,000.00	0.00	0.00	0.00	952,000.00	0.00
Expenditures							
Dept 7000 - BONDS							
372.7000.43050	EXPERT & PROFESSIONAL SERV.	10,000.00	1,300.00	0.00	5,586.62	3,113.38	68.87
372.7000.44600	LOANS & GRANTS	700,000.00	0.00	0.00	191,851.81	508,148.19	27.41
372.7000.46010	PRINCIPAL	145,000.00	0.00	0.00	145,000.00	0.00	100.00
372.7000.46110	INTEREST	40,800.00	0.00	0.00	21,875.00	18,925.00	53.62
372.7000.46200	FISCAL AGENT CHARGES	3,500.00	700.00	0.00	0.00	2,800.00	20.00
372.7000.46210	MISCELLANEOUS FISCAL CHARGES	0.00	0.00	0.00	575.00	(575.00)	100.00
Total Dept 7000 - BONDS		899,300.00	2,000.00	0.00	364,888.43	532,411.57	40.80
TOTAL EXPENDITURES		899,300.00	2,000.00	0.00	364,888.43	532,411.57	40.80
Fund 372 - HUSET PARK AREA TIF (T6):							
TOTAL REVENUES		952,000.00	0.00	0.00	0.00	952,000.00	0.00
TOTAL EXPENDITURES		899,300.00	2,000.00	0.00	364,888.43	532,411.57	40.80
NET OF REVENUES & EXPENDITURES		52,700.00	(2,000.00)	0.00	(364,888.43)	419,588.43	696.18

GL NUMBER	DESCRIPTION	2026 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 04/30/26	YTD BALANCE 04/30/2026	UNENCUMBERED BALANCE	% BDGT USED
Fund 375 - TIF Z6: 47TH & GRAND							
Expenditures							
Dept 7000 - BONDS							
375.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	600.00	0.00	753.27	(1,353.27)	100.00
375.7000.44600	LOANS & GRANTS	0.00	0.00	0.00	43,629.30	(43,629.30)	100.00
Total Dept 7000 - BONDS		0.00	600.00	0.00	44,382.57	(44,982.57)	100.00
TOTAL EXPENDITURES		0.00	600.00	0.00	44,382.57	(44,982.57)	100.00
Fund 375 - TIF Z6: 47TH & GRAND:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	600.00	0.00	44,382.57	(44,982.57)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(600.00)	0.00	(44,382.57)	44,982.57	100.00

GL NUMBER	DESCRIPTION	2026 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 04/30/26	YTD BALANCE 04/30/2026	UNENCUMBERED BALANCE	% BDGT USED
Fund 391 - SCATTERED SITE TIF W3/W4							
Expenditures							
Dept 7000 - BONDS							
391.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	600.00	0.00	1,699.87	(2,299.87)	100.00
Total Dept 7000 - BONDS		0.00	600.00	0.00	1,699.87	(2,299.87)	100.00
TOTAL EXPENDITURES		0.00	600.00	0.00	1,699.87	(2,299.87)	100.00
Fund 391 - SCATTERED SITE TIF W3/W4:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	600.00	0.00	1,699.87	(2,299.87)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(600.00)	0.00	(1,699.87)	2,299.87	100.00

GL NUMBER	DESCRIPTION	2026 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 04/30/26	YTD BALANCE 04/30/2026	UNENCUMBERED BALANCE	% BDGT USED
Fund 392 - TIF BB2 ALATUS 40TH AV							
Expenditures							
Dept 7000 - BONDS							
392.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	600.00	0.00	733.94	(1,333.94)	100.00
392.7000.44600	LOANS & GRANTS	0.00	0.00	0.00	353,931.39	(353,931.39)	100.00
Total Dept 7000 - BONDS		0.00	600.00	0.00	354,665.33	(355,265.33)	100.00
TOTAL EXPENDITURES		0.00	600.00	0.00	354,665.33	(355,265.33)	100.00
Fund 392 - TIF BB2 ALATUS 40TH AV:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	600.00	0.00	354,665.33	(355,265.33)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(600.00)	0.00	(354,665.33)	355,265.33	100.00

GL NUMBER	DESCRIPTION	2026 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 04/30/26	YTD BALANCE 04/30/2026	UNENCUMBERED BALANCE	% BDGT USED
Fund 393 - TIF BB6 ALATUS 4300 CENTRAL							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
393.0000.36210	INTEREST ON INVESTMENTS	0.00	0.00	0.00	57.62	(57.62)	100.00
Total Dept 0000 - NON-DEPARTMENTAL		0.00	0.00	0.00	57.62	(57.62)	100.00
TOTAL REVENUES		0.00	0.00	0.00	57.62	(57.62)	100.00
Expenditures							
Dept 7000 - BONDS							
393.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	600.00	0.00	1,224.44	(1,824.44)	100.00
393.7000.47160	TRANSFER OUT TO BONDS	0.00	0.00	0.00	403,747.69	(403,747.69)	100.00
Total Dept 7000 - BONDS		0.00	600.00	0.00	404,972.13	(405,572.13)	100.00
TOTAL EXPENDITURES		0.00	600.00	0.00	404,972.13	(405,572.13)	100.00
Fund 393 - TIF BB6 ALATUS 4300 CENTRAL:							
TOTAL REVENUES		0.00	0.00	0.00	57.62	(57.62)	100.00
TOTAL EXPENDITURES		0.00	600.00	0.00	404,972.13	(405,572.13)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(600.00)	0.00	(404,914.51)	405,514.51	100.00

GL NUMBER	DESCRIPTION	2026 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 04/30/26	YTD BALANCE 04/30/2026	UNENCUMBERED BALANCE	% BDGT USED
Fund 394 - REUTER WALTON TIF							
Expenditures							
Dept 7000 - BONDS							
394.7000.43050	EXPERT & PROFESSIONAL SERV.	0.00	600.00	0.00	714.60	(1,314.60)	100.00
394.7000.44600	LOANS & GRANTS	0.00	0.00	0.00	17,567.76	(17,567.76)	100.00
Total Dept 7000 - BONDS		0.00	600.00	0.00	18,282.36	(18,882.36)	100.00
TOTAL EXPENDITURES		0.00	600.00	0.00	18,282.36	(18,882.36)	100.00
Fund 394 - REUTER WALTON TIF:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	600.00	0.00	18,282.36	(18,882.36)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(600.00)	0.00	(18,282.36)	18,882.36	100.00

GL NUMBER	DESCRIPTION	2026 AMENDED BUDGET	ENCUMBERED YEAR-TO-DATE	ACTIVITY FOR MONTH 04/30/26	YTD BALANCE 04/30/2026	UNENCUMBERED BALANCE	% BDGT USED
Fund 408 - EDA REDEVELOPMENT PROJECT FD							
Revenues							
Dept 0000 - NON-DEPARTMENTAL							
408.0000.31012	HRA CURRENT AD VALOREM	314,000.00	0.00	0.00	0.00	314,000.00	0.00
408.0000.31014	AREA WIDE TAX	106,000.00	0.00	0.00	0.00	106,000.00	0.00
408.0000.39230	TRANSFER IN FROM EDA ADMIN	80,000.00	0.00	0.00	0.00	80,000.00	0.00
Total Dept 0000 - NON-DEPARTMENTAL		500,000.00	0.00	0.00	0.00	500,000.00	0.00
TOTAL REVENUES		500,000.00	0.00	0.00	0.00	500,000.00	0.00
Expenditures							
Dept 6411 - FACADE IMPROVEMENT GRANT							
408.6411.44600	LOANS & GRANTS	80,000.00	0.00	40,000.00	45,000.00	35,000.00	56.25
Total Dept 6411 - FACADE IMPROVEMENT GRANT		80,000.00	0.00	40,000.00	45,000.00	35,000.00	56.25
Dept 6414 - COMMERCIAL REVITALIZATION							
408.6414.43050	EXPERT & PROFESSIONAL SERV.	20,000.00	1,500.00	0.00	9,350.00	9,150.00	54.25
408.6414.44600	LOANS & GRANTS	0.00	0.00	300,000.00	300,000.00	(300,000.00)	100.00
408.6414.45110	LAND	300,000.00	68,406.88	0.00	2,032.86	229,560.26	23.48
Total Dept 6414 - COMMERCIAL REVITALIZATION		320,000.00	69,906.88	300,000.00	311,382.86	(61,289.74)	119.15
Dept 6418 - FIRE SUPPRESSION GRANT							
408.6418.44600	LOANS & GRANTS	100,000.00	23,800.00	0.00	26,200.00	50,000.00	50.00
Total Dept 6418 - FIRE SUPPRESSION GRANT		100,000.00	23,800.00	0.00	26,200.00	50,000.00	50.00
TOTAL EXPENDITURES		500,000.00	93,706.88	340,000.00	382,582.86	23,710.26	95.26
Fund 408 - EDA REDEVELOPMENT PROJECT FD:							
TOTAL REVENUES		500,000.00	0.00	0.00	0.00	500,000.00	0.00
TOTAL EXPENDITURES		500,000.00	93,706.88	340,000.00	382,582.86	23,710.26	95.26
NET OF REVENUES & EXPENDITURES		0.00	(93,706.88)	(340,000.00)	(382,582.86)	476,289.74	100.00
TOTAL REVENUES - ALL FUNDS		1,918,900.00	0.00	4,991.67	20,024.30	1,898,875.70	1.04
TOTAL EXPENDITURES - ALL FUNDS		1,873,100.00	105,512.03	370,146.99	1,694,859.64	72,728.33	96.12
NET OF REVENUES & EXPENDITURES		45,800.00	(105,512.03)	(365,155.32)	(1,674,835.34)	1,826,147.37	3,887.22

THE CITY OF COLUMBIA HEIGHTS
REDISCOVER THE HEIGHTS

ECONOMIC DEVELOPMENT AUTHORITY

AGENDA SECTION	BUSINESS ITEMS
MEETING DATE	06/01/2026

ITEM:	**Fire Suppression Grant Application 4014-4016 Central Ave NE (Sister Bud LLC).**
Presenting Item: CD Coordinator Emilie Voight	
DEPARTMENT: Community Development	**BY/DATE:** CD Coordinator 05/21/2026

CORE CITY STRATEGIES: *(please indicate areas that apply by adding an "**X**" in front of the selected text below)*

_Community that Grows with Purpose and Equity
_Engaged, Effective and Forward-Thinking
_High Quality Public Spaces
_Resilient and Prosperous Economy
X Safe, Accessible and Built for Everyone
_Inclusive and Connected Community

BACKGROUND

In 2022, the EDA created the Fire Suppression Grant Program to assist local businesses with the expenses incurred when installing fire suppression systems within commercial buildings. Many of the commercial properties in Columbia Heights do not have fire suppression systems. Certain businesses and changes of use require the addition of fire suppression systems to existing buildings. The price of adding fire suppression systems is often cost prohibitive for small businesses.

The owner of the property at 4014-4016 Central Ave NE, Sister Bud LLC, has submitted an application for this grant program. The property owner is currently working to establish a new cannabis business in the building. In order to enable this, the owner is required to install a fire suppression system. The fire suppression system will necessitate a new 6-inch water line extension.

The applicant has provided three quotes for the proposed water line extension. One bid amounts to $59,900 (Valley Rich), one amounts to $86,700 (Triple E), and the third amounts to $56,200 (Vada). The quotes have been included in the meeting packet. Based on these estimates, the project would be eligible to receive a maximum grant award of $28,100.00. In the 2026 budgeting process, the EDA allocated $100,000 to the Fire Suppression Grant program, of which $74,068.50 remains. This is the second Fire Suppression Grant application in 2026.

STAFF RECOMMENDATION

In the 2025 grant application cycle, Sister Bud received $26,200 in Fire Suppression Program grant funds for a property at 5011 University Ave. Sister Bud was not able to move forward with a business at that location, so is now applying for this grant for 4014-4016 Central Ave. Staff recommend funding tonight's application at $23,800 instead of the full amount available based on the provided quotes ($28,100), in order to not exceed the typical maximum $50,000 grant award per property or business owner. Installation of a fire suppression system in the structure will modernize the building and improve its safety.

RECOMMENDED MOTION(S):
MOTION: Move to waive the reading of Resolution 2026-17, there being ample copies available to the public. MOTION: Move to approve Resolution 2026-17, a resolution of the Economic Development Authority of Columbia Heights, Minnesota, approving the form and substance of the Fire Suppression Grant Agreement, and approving authority staff and officials to take all actions necessary to enter the authority into the Fire Suppression Grant Agreement with the owners of 4014-4016 Central Ave NE (Sister Bud LLC).

ATTACHMENT(S)

1. Resolution 2026-17
2. 4014-4016 Central Ave NE (Sister Bud LLC) Fire Suppression Grant Application
3. Draft Fire Suppression Grant Agreement

RESOLUTION NO. 2026-17

A RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY OF COLUMBIA HEIGHTS, MINNESOTA, APPROVING THE FORM AND SUBSTANCE OF THE FIRE SUPPRESSION GRANT AGREEMENT, AND APPROVING AUTHORITY STAFF AND OFFICIALS TO TAKE ALL ACTIONS NECESSARY TO ENTER THE AUTHORITY INTO THE FIRE SUPPRESSION GRANT AGREEMENT WITH THE OWNERS OF 4014-4016 CENTRAL AVE NE (SISTER BUD LLC).

WHEREAS, the City of Columbia Heights (the "City") and the Columbia Heights Economic Development Authority (the "Authority") have collaborated to create a certain Fire Suppression Grant Program (the "Program"); and

WHEREAS, pursuant to guidelines established for the Program, the Authority is to award and administer a series of grants to eligible commercial or industrial property owners and/or tenants for the purposes of revitalizing, rehabilitating, and restoring buildings, and increasing business vitality, economic performance, and public safety; and

WHEREAS, the Authority has thoroughly reviewed copies of the proposed form of the Grant Agreement.

NOW, THEREFORE BE IT RESOLVED that, after appropriate examination and due consideration, the Authority:

1. approves the form and substance of the grant agreement and approves the Authority entering into the agreement with the owners of 4014-4016 Central Ave NE (Sister Bud, LLC).
2. that the City Manager, as the Executive Director of the Authority, is hereby authorized, empowered and directed for and on behalf of the Authority to enter into the grant agreement.
3. that the City Manager, as the Executive Director of the Authority, is hereby authorized and directed to execute and take such action as they deem necessary and appropriate to carry out the purpose of the foregoing resolution.

ORDER OF ECONOMIC DEVELOPMENT AUTHORITY

Adopted this 1st day of June, 2026

Offered by:
Seconded by:
Roll Call:

_____
President

Attest:

_____
Secretary

THE CITY OF COLUMBIA HEIGHTS

COMMUNITY DEVELOPMENT

FIRE SUPPRESSION GRANT PROGRAM

FOR OFFICE USE ONLY:

DATE RECEIVED: 05/21/2026	AMOUNT REQUESTED: $28,l00
DATE REVIEWED:	PLANNED EDA MEETING:

PROPERTY OWNER INFORMATION

☒ Check if Applicant

Name: DIANE JACKSON DAMAR JACKSON Year Purchased: 5-5-2026

Address: [redacted] BROOKLYN PARK MN 55816

Telephone: 763.377.[redacted] Email Address: [redacted]@GMAIL.COM

BUSINESS INFORMATION

☐ Check if Applicant

Business Name: SISTER BUD, LLC

Primary Contact: DIANE JACKSON

Address: 4014-4016 Central Ave NE, Columbia Heights, MN

Telephone: 763·377.[redacted] Email Address: [redacted]@gmail.com

Type of Business/Businesses in the Building: CANNIBUS GROW/RETAIL

If Leased, Lease Expiration Date OWNERS Renewal Term —

Check the appropriate type of ownership:

☒ The business owns the property ☐ The business leases the property

PROJECT INFORMATION

Describe the proposed scope of work to be completed:

Upgrading the existing water service main to provide the water flow and pressure necessary for the installation and operation of a code compliant fire suppression sprinkler system at property.

Estimated Cost of Improvements: $59,900.00

Have you engaged the services of a Contractor, Designer, or Architect? ☒ Yes ☐ No

If so, which services have you engaged: Architect - Contractor

Estimated time needed for the completion of the project: 60 days

APPLICATION PROCESS

1. **The following documents must accompany a completed application:**
   a. A complete application sent to the attention of the Columbia Heights Economic Development Authority at the following location: 3989 Central Ave NE, Columbia Heights, MN 55421
   b. Proof of ownership or signed letter from the property owner acknowledging the scope of work and giving the renter permission to apply for the grant and to complete the proposed work.
   c. A detailed scope of work
   d. Electronic copy of drawings or designs
   e. Submit 2 or more competitive proposals from licensed and bonded contractors. These proposals should give detailed information about the work to be done, the costs, and the project completion schedule. Any contractor that has submitted a competitive detailed estimate may be used. Contractors cannot be changed unless new proposals have been submitted and approved by the EDA.
   f. Other supporting documents may be requested by staff or the EDA.
2. Applications will be open and accepted until the initial allocation of funding is exhausted
3. Upon the Receipt of a complete application Community Development staff will review the planned project with the Building Official and Fire Department prior to bringing it before the EDA. During the review staff may request more information or documents related to the project.
4. After the EDA's decision applicants will be notified via email correspondence. A Grant Agreement must be approved and signed before commencement of any improvements.
5. Once the Grant Agreement is executed, the Recipient of the grant may begin the project improvements. The Grantee is responsible for obtaining all necessary permits and inspections throughout the process.
6. The grant recipient or its contractor must commence the improvements within sixty (60) days after an executed Grant Agreement. The project specified in the agreement must be completed within ten (10) months after the signing of the agreement.
7. Once the project is complete, the grant funds will be disbursed for reimbursement to the applicant after all the following pieces of information have been submitted:
   a. Proof of Final Inspection by the Building Official and Fire Department
   b. A Copy of the Final Invoice Received from the Contractor
   c. Before and After Photographs
   d. Proof of Payment to the Licensed Fire Suppression Contractor (i.e. receipt, invoice, etc.)
   e. Copies of all applicable permits

APPLICANT ACKNOWLEDGEMENTS

1. The Applicant shall hold the EDA, its officers, consultants, attorneys, and agents harmless from any and all claims arising from or in connection with the Grant Program or its Application, including but not limited to, any legal or actual violations of any State or Federal laws.

2. The Applicant recognizes and agrees that the EDA retains absolute authority and discretion to decide whether or not to accept or deny any particular Grant Application, and that all expenditures, obligations, costs, fees, or liabilities incurred by the Applicant in connection with the Grant Application are incurred by the Applicant at its sole risk and expense.

3. The Applicant acknowledges that they have read the Fire Suppression Grant Program application and guidelines, and understands that if the proposal is approved, they will make the above referenced improvements to the property within the specific time allowed.

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

Diane Jackson — May 20, 2026

APPLICANT'S SIGNATURE — DATE

Diane Jackson — May 20, 2026

PROPERTY OWNER'S SIGNATURE — DATE

Date: 2.10.26
Bid: #26053 M

VALLEY-RICH CO., INC.

Project: 4016 Central Ave – 6" Water Line
Location: Colombia Heights, MN

Site Utilities

Valley-Rich Co., Inc. will provide all labor, equipment, and materials needed to install a new 6" water line from the main in Central Ave to a point "just" inside the building. Restoration of curb, sidewalk, and asphalt in Central Ave is included. Cut and patch of floor inside the building is included. All other restoration is excluded. See alternates for temporary restoration and extending line to the back of the building. ***Note: Work will take place in State Highway, ROW permit may have longer lead time.***

Base Bid: $59,900

Alternate(s):
Alternate #1 – Add $14,500 to provide installation and removal of temporary concrete in Central Ave if work need to take place before permanent restoration is available (temperature dependent typically mid April).
Alternate #2 – Add $40,100 to install 6" water line and replace existing 1" copper line to the back of the building in existing utility basement. Price includes cut and patch of approximately 100'x4' of concrete floor and core drill through existing block wall.

Note:
This proposal is good for 30 days from the bid date in order to lock in our material prices with our vendors. Maximum depth of trenches and structures is assumed to be 10 feet when information is not provided.

Respectfully,

Matt Miklya

Exclusions:
Land/Lane use permits, SAC and/or other connection charges, water meters, dewatering, soil correction and/or replacement, pipe support, removal of buried obstructions, jacking, frost charges, rock excavation, construction staking, restoration (other than listed above), compaction tests, hauling of excess soils, erosion control/inlet protection, hazardous material handling, wall sleeves, utility cut-offs and/or removals, cut and patch floors, culverts, irrigation, trench drains, perimeter drain tile, tree removal and/or replacement, grubbing, sheeting, shoring, bracing, and private utility locates.

147 Jonathan Blvd. N., Ste. 4 **Chaska, Minnesota 55318**
Office: (952) 448- **Fax: (952) 448-**

TRIPLE E
WATER AND SEWER, LLC
5121 Winnetka Avenue North | Suite 290 | Minneapolis, Minnesota 55428
763-207- | eee-ws.com

RECIPIENT:

Damar Jackson
4016 Central Avenue Northeast
Columbia Heights, Minnesota 55421

Estimate #6209

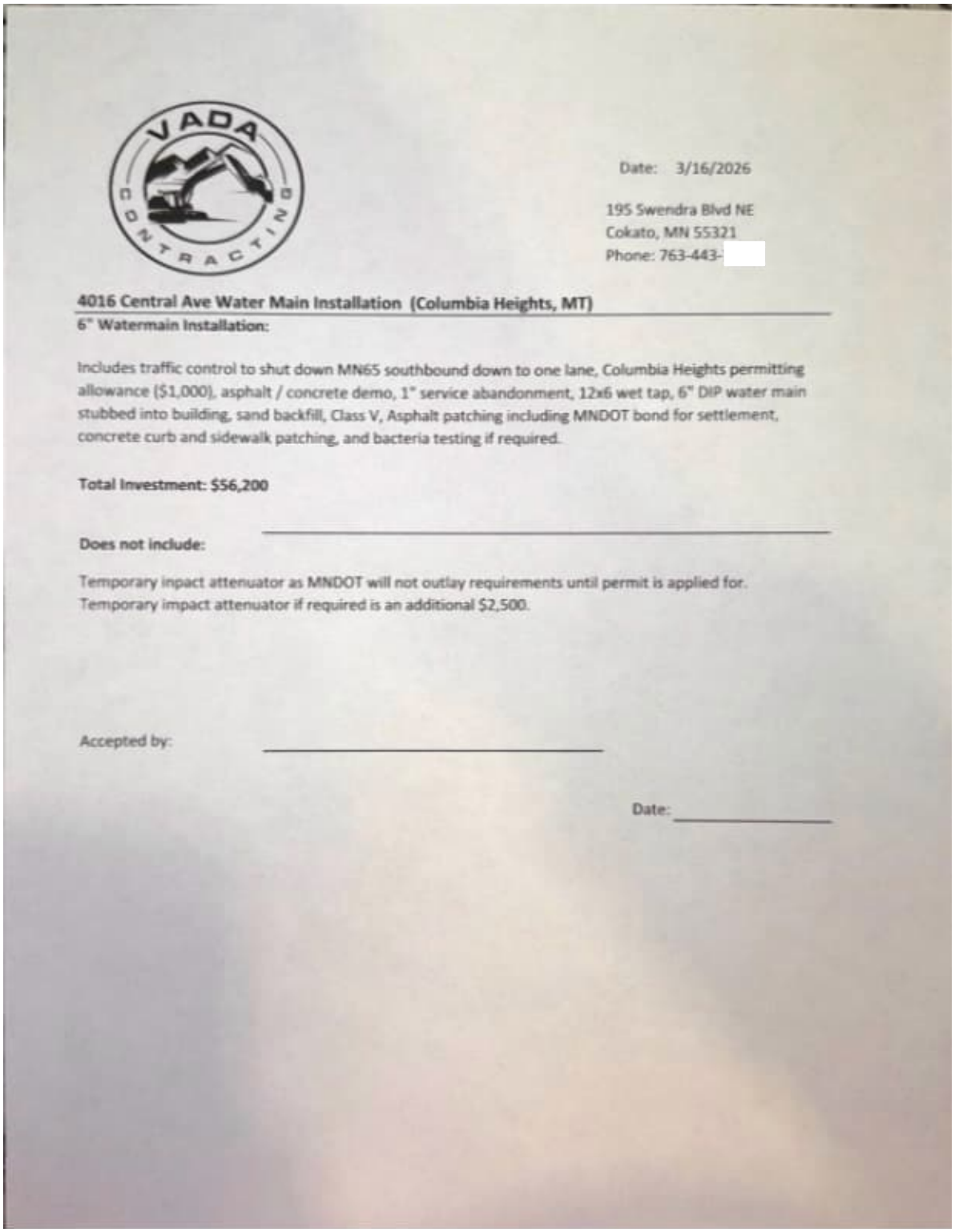
Sent on	Feb 06, 2026
Total	**$86,700.00**

Product/Service	Description	Total
New Fire Suppression line "Spring Installation"	-Set up Traffic Control to close the parking lane and one southbound lane of Central Avenue -Excavate from the front of the building to the 12" Watermain in Central Avenue approximately 36 feet -Install a wet tap at the main then bring 6"-inch ductile iron pipe inside the front wall of the basement -MNDOT also requires the 6"-inch Ductile iron pipe to be installed inside of a steel casing -Pressure test, flush, backfill, compact, restore road, sidewalk, curb, and gutter.	$86,700.00
Price includes	Parts Labor Permits Traffic Control Mobilization	$0.00
Price Excludes	Dewatering Winter Conditions Wac/Sac Fees Soil Corrections Trench Drains As- Builts Bonding Surveys SWPP Inside Plumbing Final Grading Vac Truck (may be required if excavation conflicts with existing utilities) Restoration of the following (if applicable): Sidewalk Curb/gutter Lawn/Landscaping	$0.00

Total **$86,700.00**

This quote is valid for the next 30 days, after which values may be subject to change.

Signature: _____ **Date:** _____



VADA CONTRACTING

Date: 3/16/2026

195 Swendra Blvd NE
Cokato, MN 55321
Phone: 763-443-

4016 Central Ave Water Main Installation (Columbia Heights, MT)

6" Watermain Installation:

Includes traffic control to shut down MN65 southbound down to one lane, Columbia Heights permitting allowance ($1,000), asphalt / concrete demo, 1" service abandonment, 12x6 wet tap, 6" DIP water main stubbed into building, sand backfill, Class V, Asphalt patching including MNDOT bond for settlement, concrete curb and sidewalk patching, and bacteria testing if required.

Total Investment: $56,200

Does not include:

Temporary inpact attenuator as MNDOT will not outlay requirements until permit is applied for. Temporary impact attenuator if required is an additional $2,500.

Accepted by: _____

Date: _____

Seller

PROJECT 4014 LLC

By: _____
Michael H. Carus

Its: Authorized Agent

Purchaser

SISTER BUD LLC

By: _____
Diane Jackson

Its: Manager

By: _____
Damar Jackson

Its: Manager

State of Minnesota, County of RAMSEY

This instrument was acknowledged before me on 5/5/2026 (month/day/year), by MICHAEL H. CARUS (insert name of authorized signer for Seller)

as AUTHORIZED AGENT (insert type of authority for Seller) of PROJECT 4014 LLC (insert name of Seller)

(Stamp)

JULIE ANN THORUD
NOTARY PUBLIC - MINNESOTA
MY COMMISSION EXPIRES 01/31/2031

(signature of notarial officer)

Title (and Rank): NOTARY PUBLIC

My commission expires: 1/31/2031 (month/day/year)

State of Minnesota, County of RAMSEY

This instrument was acknowledged before me on 5/5/2026 (month/day/year), by DIANE JACKSON (insert name of authorized signer for Purchaser)

as MANAGER (insert type of authority for Purchaser) and

DAMAR JACKSON (insert name of authorized signer for Purchaser) as MANAGER (insert type of authority for Purchaser r) of

SISTER BUD LLC (insert name of Purchaser)

(Stamp)

JULIE ANN THORUD
NOTARY PUBLIC - MINNESOTA
MY COMMISSION EXPIRES 01/31/2031

(signature of notarial officer)

Title (and Rank): NOTARY PUBLIC

My commission expires: 1/31/2031 (month/day/year)

THIS INSTRUMENT WAS DRAFTED BY:
(insert name and address)

Mitchell A. Faas
Arctos Law PLLC
214 4th St E Ste 200
Saint Paul, MN 55101

TAX STATEMENTS FOR THE REAL PROPERTY DESCRIBED IN THIS INSTRUMENT SHOULD BE SENT TO:
(insert legal name and residential or business address of Grantee)

Sister Bud LLC
4014 Central Ave NE
Columbia Heights, MN 55421

Note: Failure to record this contract for deed may give other parties priority over Purchaser's interest in the Property.

May 26, 2026

City of Columbia Heights
Attn: Emily Voigt

RE: Fire Suppression System Installation Attestation
4001 Central Avenue NE
Columbia Heights, MN

I, Diane Jackson, Owner of Sister Bud, LLC hereby attest that I have an immediate plan to install a complete fire suppression system at 4016 Central Avenue NE, Columbia Heights, Minnesota.

The fire suppression system installation will commence directly following the completion of the required water mainline extension and connection work. The fire suppression system will be fully installed, inspected, approved, and operational prior to the opening of the business to the public.

I understand that compliance with all applicable City of Columbia Heights, State of Minnesota, and Fire Code requirements are required before the business may commence operations.

I certify that the information provided in this attestation is true and correct to the best of my knowledge.

Sincerely,

Diane Jackson, Owner
4016 Central Ave NE
Columbia Heights, MN

FIRE SUPPRESSION GRANT AGREEMENT

THIS FIRE SUPPRESSION GRANT AGREEMENT ("**Agreement**"), dated this ___ day of _____, 2026 (the "**Effective Date**"), is entered into by and between the owners of Sister Bud, LLC, located at 4014-4016 Central Ave NE (the "**Grantee**"), and the Columbia Heights Economic Development Authority (the "**EDA**").

RECITALS

WHEREAS, Grantee is the owner of certain Property located at 4014-4016 Central Ave NE in the City of Columbia Heights (the "**City**"), Anoka County, Minnesota, and legally described in Exhibit A hereto (the "**Property**");

WHEREAS, the EDA has instituted a Fire Suppression Grant Program (the "**Program**") for the purpose of revitalizing existing commercial spaces, increasing business vitality, and bolstering public safety;

WHEREAS, as part of the Program, the EDA has proposed to make grants of money in the maximum amount of Fifty Thousand Dollars ($50,000.00) per parcel of real property, to property owners, tenants, or nonprofit organizations, in order to promote safety, attract new businesses, and revitalize commercial buildings within the City; and

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

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

1. Fire Suppression Improvements: Grantee agrees to complete the fire suppression improvements at the Property that are identified on Exhibit B attached hereto (the "**Improvements**"), subject to the following terms and conditions:

    a. Grantee shall provide plans and specifications to the EDA, detailing the Improvements to be completed (the "**Plans**"). If Grantee wishes to revise the Plans, Grantee must submit the revised Plans to the EDA at the address provided herein. The EDA shall give written notice of its approval or disapproval of the revisions to the Plans, and if the EDA does not give such written approval or disapproval within thirty (30) business days after receipt of Grantee's revised Plans, the EDA shall be deemed to have approved the revisions to the Plans.

    b. The Improvements shall be constructed consistently with the Plans, as the same may be revised pursuant to Section 1(a) herein. The cost to complete construction of the Improvements shall be defined as the "**Improvement Costs**." The Improvements shall be completed in a first-class manner, consistent with the Plans, if any, and in compliance with all applicable laws,

rules, and regulations. Grantee shall obtain all required permits and approvals from the City and any other governing authority with jurisdiction over the Property related to the construction of the Improvements. The out-of-pocket costs for such permitting and approvals shall be the responsibility of Grantee, provided the same shall be included in the definition of "Improvement Costs," and subject to the provisions of Section 2 of this Agreement.

c. Grantee agrees to commence the Improvements within sixty (60) days following the signing of the Agreement, and to complete the Improvements within ten (10) months but may request a six (6) month extension provided there is demonstrated hardship.

2. Payment of Grant Funds: Grantee shall be responsible for making initial payment to all contractors involved in the construction of the Improvements. Upon final completion of the Improvements, Grantee shall make a written request to the EDA for reimbursement of one-half (1/2) of the actual Improvement Costs incurred by Grantee, but in no event shall the reimbursement exceed Twenty-Three Thousand and Eight Hundred Dollars ($23,800.00). The written request shall include:

   a. Proof of all inspections of the Improvements by the City Building Official and Fire Department;
   b. Before and after photographs of Improvements made (as well as follow-up transmission of electronic files of such photographs), and reflecting that the Improvements were completed consistently with any approved Plans;
   c. A copy of the final invoice(s) received from the licensed fire protection contractor(s) who completed the Improvements;
   d. Proof of payment of invoice(s) that comprised the Improvement Costs; and
   e. Copies of all applicable permit(s).

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

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

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

If to the EDA:	If to Grantee:
Columbia Heights EDA Community Development Department 3989 Central Ave NE Columbia Heights, MN 55421	Sister Bud, LLC Attn: Diane Jackson 4014-4016 Central Ave NE Columbia Heights, MN 55421

5. Captions; Choice of Law; Etc. The paragraph headings or captions appearing in this Agreement are for convenience only, are not a part of this Agreement, and are not to be considered in interpreting this Agreement. This Agreement constitutes the complete agreement between the parties and supersedes any prior oral or written agreements between the parties regarding the subject matter contained herein. There are no verbal agreements that change this Agreement. This Agreement binds and benefits the parties hereto and their successors and assigns. This Agreement has been made under the laws of the State of Minnesota, and such laws will control its interpretation.

[*Signatures to Appear on Following Page*]

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

GRANTEE: SISTER BUD, LLC / 4014-4016 CENTRAL AVE NE

By:_____
Name: _____
Its:_____

Date:_____

EDA: COLUMBIA HEIGHTS ECONOMIC DEVELOPMENT AUTHORITY

By:_____
Name: _____
Its:_____

Date:_____

EXHIBIT A

LEGAL DESCRIPTION OF PROPERTY

COLUMBIA HEIGHTS ANNEX TO MINNEAPOLIS,ANOKA COUNTY, MINNESOTA LOT 9 BLK 61 COL HTS ANNEX -EX NLY 25 FT THEREOF- TOG WITH TH CERTAIN STRIP OF LAND LYING S OF & ADJ SD LOT 9 & BOUNDED & DES AS FOL BE G AT SE COR OF SD LOT 9, TH S A DIST OF 7 FT ALONG E LINE OF SD LOT 9 EXTENDED & PRODUCED S, TH W ON A LINE PRLL WITH N LINE OF LOT 10 IN SD BLK 61 TO A PT ON W LINE OF SD LOT 10 EXTENDED & PRO DUCED N 7 FT N OF NW COR OF SD LOT 10, TH N A DIST OF 17 FT MORE OR LESS ON W LINE OF SD LOT 10 EXTENDED & PRODUCED N OF JUNCTURE THEREOF WITH MOST WLY LINE OF LOT 9, TH SELY& ELY ON SWLY & SLY LINES RESPECTIVELY OF SD LOT 9 TO PL OF BEG

EXHIBIT B

PROPERTY IMPROVEMENTS SUBJECT TO A 50% REIMBURSEMENT

This attachment contains a summary of the project identified in the application for the Fire Suppression Grant Program. The summary reflects the Grantee's proposed project as approved by the EDA on June 1st, 2026, and may reflect minor changes to the total cost and minor changes in the proposed project that occurred subsequent to application submission. The application is incorporated into this grant agreement by reference and is made a part of this grant agreement as follows. If the application or any provision in this application conflicts with or is inconsistent with other provisions of this agreement or the project summary contained in this Exhibit B, the terms and descriptions contained in this grant agreement and the project summary shall prevail.

Project summary: Install new 6-inch water line in preparation for the installation of a complete fire suppression system in the building directly following the completion of the main line attachment and prior to opening the business, at the cost of $56,200.00.

THE CITY OF COLUMBIA HEIGHTS
REDISCOVER THE HEIGHTS

ECONOMIC DEVELOPMENT AUTHORITY

AGENDA SECTION	**BUSINESS ITEMS**
MEETING DATE	06/01/2026

ITEM:	**Purchase of 4217 Central Ave NE.**
Presenting Item: Mitchell Forney	
DEPARTMENT: Community Development	**BY/DATE:** Mitchell Forney, 5/28/2026

CORE CITY STRATEGIES:

_Community that Grows with Purpose and Equity
_High Quality Public Spaces
_Safe, Accessible and Built for Everyone
_Engaged, Effective and Forward-Thinking
X Resilient and Prosperous Economy
_Inclusive and Connected Community

BACKGROUND

At the end of April, the owner of 4217 Central Avenue NE initiated the City's Time of Sale inspection process and contacted Community Development staff to begin the required inspection. Because the property is located along the Central Avenue corridor, the Building Inspector identified the parcel as a potential redevelopment opportunity and coordinated with Community Development staff to further evaluate the property.

During the inspection, staff found that while the structure was not completely uninhabitable, the property was in poor condition and would require significant investment and rehabilitation. Following the inspection, Community Development staff began discussions with the owner regarding the potential for acquisition by the Economic Development Authority (EDA) for future redevelopment purposes. After initial discussions established seller interest and a general purchase framework, staff brought the concept forward informally to the EDA at the May EDA meeting to gauge Commissioner interest in pursuing the acquisition. At that meeting, Commissioners expressed support for continued negotiations, and staff proceeded with preparation of a purchase agreement contingent upon formal EDA approval. During the May EDA discussion, Commissioners also discussed the reuse and salvage of building materials from the structure. The current owner intends to remove and reuse select materials, including siding, windows, and newer building components, prior to closing. Staff support this approach, as it promotes reuse of salvageable materials while reducing demolition and disposal costs associated with the project.

Although 4217 Central Avenue NE is located just outside the Central Business District, staff view the parcel as strategically important for future redevelopment opportunities along the Central Avenue corridor. Because the EDA's 2026 commercial revitalization funding has already been allocated to the Microloan Program, staff are recommending the use of Anoka County Housing and Redevelopment Authority (ACHRA) levy funding for reimbursement of the acquisition and related redevelopment costs. If approved, the EDA would utilize Fund 408 fund balance to temporarily bridge the acquisition costs at closing. Staff would then bring forward a resolution to the City Council requesting ACHRA levy funding through Anoka County to reimburse the EDA for eligible acquisition and redevelopment expenses. The City has previously utilized this funding mechanism fo

redevelopment acquisitions, including the properties located near 39th and Central. Upon reimbursement by ACHRA, the temporary use of Fund 408 balance would be restored. Currently the EDA has $1,358,600 in Fund 408 Balance and $716,891.57 in the ACHRA levy.

Staff are recommending approval of the purchase price of $225,000, along with authorization of up to $80,000 for demolition, closing costs, and associated redevelopment expenses. This amount provides the EDA with sufficient flexibility when requesting ACHRA reimbursement funds. Any funds not ultimately expended by the City would not be reimbursed and would remain with ACHRA.

STAFF RECOMMENDATION

Staff recommend approval of the purchase agreement for 4217 Central Avenue NE in the amount of $225,000 and authorization of up to $80,000 for demolition, closing costs, and associated redevelopment expenses utilizing temporary funding from Fund 408 pending reimbursement through ACHRA levy funding.

RECOMMENDED MOTION(S):
MOTION: Move to waive the reading of Resolution 2026-18, there being ample copies available to the public. MOTION: Move to approve Resolution 2026-18, a resolution approving the purchase agreement between the Economic Development Authority of Columbia Heights, Minnesota, and AA Homes LLC, and establishing funding procedures for the purchase and demolition of the properties.

ATTACHMENT(S)

1. Resolution 2026-18
2. Purchase Agreement
3. Property Map

RESOLUTION NO. 2026-18

A RESOLUTION APPROVING THE PURCHASE AGREEMENT BETWEEN THE ECONOMIC DEVELOPMENT AUTHORITY OF COLUMBIA HEIGHTS, MINNESOTA, AND AA HOMES LLC, AND ESTABLISHING FUNDING PROCEDURES FOR THE PURCHASE AND DEMOLITION OF THE PROPERTIES

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

SECTION 1. RECITALS.

1.01. The Authority and AA Homes LLC ("Seller") desire to enter into a purchase agreement (the "Purchase Agreement") pursuant to which the Authority will acquire certain properties in the City located at 4217 Central Avenue NE (the "Property") from the Seller for economic redevelopment purposes. The Property is described in Exhibit A attached hereto.

1.02. Pursuant to the Purchase Agreement, the Authority will purchase the Property from the Seller for a purchase price of $225,000 plus related closing costs.

1.03. Pursuant to other project costs the Authority will budget $80,000 for the demolition and grading of the property.

1.04. In accordance with the city's ACHRA participation, the Authority will receive a reimbursement from the City of Columbia Heights via the Anoka County HRA, for the purchase and demolition of the properties.

1.05. The Authority finds that acquisition of the Property is consistent with the City's Comprehensive Plan and will result in redevelopment of the substandard property located at 4217 Central Avenue NE. Such acquisition of these Properties, for subsequent resale, best meets the community's needs and will facilitate the economic redevelopment and revitalization of this area of the City.

1.06. The Authority also finds that this redevelopment project is consistent with the purpose of the Economic Development Authority Redevelopment Fund 408. The current 2026 budget for Economic Development Authority Redevelopment Fund 408 does not include this redevelopment project and must be amended as the property was not available on April 6, 2026, when the Authority amended this budget. The available balance of the Economic Development Authority Redevelopment Fund 408, beyond that committed for the existing 2026 budget, is approximately $1.3 million, which is more than sufficient to fund the redevelopment project.

SECTION 2. PURCHASE AGREEMENT AND BUDGET AMENDMENT APPROVED.

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

2.02. The Authority herby amends the 2026 budget for Economic Development Authority Redevelopment Fund 408 to appropriate $305,000 for the purchase of the Properties and additional estimated project costs.

2.03. The Authority herby accepts all related transfers of Anoka County HRA grant funds from the City of Columbia Heights.

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

ORDER OF ECONOMIC DEVELOPMENT AUTHORITY

Adopted this 1st day of June, 2026

Offered by:
Seconded by:
Roll Call:

_____
President

Attest:

_____
Secretary

EXHIBIT A

Legal Description of the Property

RESERVOIR HILLS, COLUMBIA HEIGHTS, ANOKA COUNTY, MINNESOTA LOT 29, BLK 3, RESERVOIR HILLS

PURCHASE AGREEMENT

THIS PURCHASE AGREEMENT (the "Agreement") is made as of this 18th day of May, 2026, by and between AA Homes L.L.C., a Minnesota limited liability company (the "Seller"), and the Columbia Heights Economic Development Authority, a public body corporate and politic under the laws of the State of Minnesota (the "Buyer").

RECITALS

The Seller is the owner of property located at: 4217 Central Ave NE, Columbia Heights, Anoka County, Minnesota (PID No. 36-30-24-23-0042), which is legally described in EXHIBIT A attached hereto (the "Property").

AGREEMENT

1. Offer/Acceptance for Sale of Property. The Seller agrees to sell to the Buyer the Property and the Buyer agrees to purchase the same, according to the terms of this Agreement.

2. Purchase Price for Property and Terms.

A. **PURCHASE PRICE:** The total purchase price for the Property is Two Hundred Twenty-Five Thousand and 00/100ths Dollars ($225,000.00) (the "Purchase Price").

B. **TERMS:**

(1): **Earnest Money.** The sum of [One Thousand] Dollars ($[1,000.00]) (the "Earnest Money") shall be paid by the Buyer to the Seller, receipt of which is hereby acknowledged by the Seller.

(2): **Balance Due Seller.** The Buyer agrees to pay by check or electronic transfer of funds on the date of closing on the Property (the "Closing Date") any remaining balance of the Purchase Price due to the Seller according to the terms of this Agreement.

(3): **Deed/Marketable Title.** Subject to performance by the Buyer, the Seller agrees to execute and deliver a Warranty Deed conveying marketable title to the Property to the Buyer, subject only to the following exceptions:

(a) Building and zoning laws, ordinances, state, and federal regulations.

(b) Reservation of minerals or mineral rights to the State of Minnesota, if any.

(c) Public utility and drainage easements of record which will not interfere with the Buyer's intended use of the Property.

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

(a) Standard form Affidavit of Seller.

(b) A "bring-down" certificate, certifying that all of the warranties made by the Seller in this Agreement remain true as of the Closing Date.

(c) Certificate that the Seller is not a foreign national.

(d) Well disclosure certification, if required, or, if there is no well on the Property, the Warranty Deed given pursuant to paragraph 2B(3) above must include the following statement: "The Seller certifies that the Seller does not know of any wells on the described real property."

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

(e) Methamphetamine Disclosure Certificate.

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

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

(a) The Buyer's determination of marketable title pursuant to paragraph 4 of this Agreement;

(b) Approval of this Agreement by the Board of Commissioners of the Buyer.

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

If one or more of the Buyer's or the Seller's contingencies is not satisfied, or is not satisfied on time, and is not waived, this Agreement shall thereupon be void at the written option of the Buyer and the Seller shall return the Earnest Money to the Buyer, and the Buyer and the Seller shall execute and deliver to each other a termination of this Agreement. As a contingent Agreement, the termination of this Agreement is not required pursuant to Minn. Stat., Section 559.21, et. seq.

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

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

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

The Buyer shall have twenty (20) days from the date it receives such title evidence and a fully executed Agreement to raise in writing any objections to title it may have. Objections not made within

such time will be deemed waived. The Seller shall have thirty (30) days from the date of such objection to effect a cure; provided, however, that the Seller shall have no obligation to cure any objections, and may inform the Buyer in writing of such. The Buyer may then elect to close notwithstanding the uncured objections or declare this Agreement null and void, and the parties will thereby be released from any further obligation hereunder.

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

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

7. Closing Date. The Closing Date will be on or before June 30th, 2026. Delivery of all papers and the closing shall be made at the offices of Buyer, 3989 Central Avenue NE, Columbia Heights, Minnesota 55421, or at such other location as is mutually agreed upon by the parties. All deliveries and notices to the Buyer shall be made to the above address and marked to the attention of the Community Development Coordinator.

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

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

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

(c) **Personal Property and Debris.** The Seller must remove all debris and personal property not included in this sale, including, but not limited to, all vehicles and debris located in the backyard and all furniture on the Property prior to closing. The Buyer may inspect the Property immediately prior to closing in order to ensure that removal of all debris and personal property has been completed.

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

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

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

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

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

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

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

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

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

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

(j) **Foreign Status.** The Seller is not "foreign persons" as such term is defined in the Internal Revenue Code of 1986.

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

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

(1) The Property is not now and has never been used to generate, manufacture, refine, transport, treat, store, handle, dispose, transfer, produce, process, or in any manner deal with Hazardous Materials;

(2) No Hazardous Materials have ever been installed, placed, or in any manner handled or dealt with on the Property;

(3) There are no underground or aboveground storage tanks on the Property;

(4) Neither the Seller nor any prior owner of the Property or any tenant, subtenant, occupant, prior tenant, prior subtenant, prior occupant, or person (collectively, "Occupant") have received any notice or advice from any governmental agency or any other Occupant with regard to Hazardous Materials on, from, or affecting the Property.

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

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

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

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

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

13. Default/Remedies. If the Buyer defaults in any of the covenants herein, the Seller may terminate this Agreement, and on such termination all payments made hereunder shall be retained by the Seller as liquidated damages, time being of the essence. This provision shall not deprive either party of the right to enforce specific performance of this Agreement, provided this Agreement has not terminated and action to enforce specific performance is commenced within six (6) months after such right of action arises. In the event the Buyer defaults in its performance of the terms of this Agreement and Notice of Cancellation is served upon Buyer pursuant to Minn. Stat. Section 559.21, the termination period shall be thirty (30) days as permitted by Minn. Stat., Section 559.21, subd. 4.

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

SELLER:	AA Homes L.L.C. Attn: Adam Hardy 5430 Polaris Lane N Plymouth MN 55446
BUYER:	Columbia Heights Economic Development Authority Attn: Executive Director 3989 Central Avenue NE Columbia Heights, MN 55421
BUYER'S ATTORNEY:	Kutak Rock LLP Attn: Sofia Lykke, Esq. 60 South Sixth Street, Suite 3400 Minneapolis, MN 55402

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

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

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

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

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

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

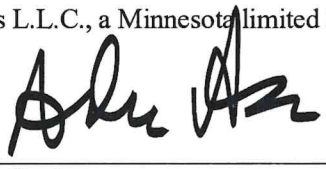
20. Binding Effect. This Agreement binds and benefits the parties and their heirs, successors and assigns.

(The remainder of this page is intentionally left blank.)

IN WITNESS WHEREOF, the undersigned have executed this Purchase Agreement as of the date and year first written above.

SELLER:

AA Homes L.L.C., a Minnesota limited liability company

By: 

Its: Adam Hardy Chief manager

BUYER:

Columbia Heights Economic Development Authority

By: _____
Its: President

By: _____
Its: Executive Director

EXHIBIT A

LEGAL DESCRIPTION OF THE PROPERTY

RESERVOIR HILLS, COLUMBIA HEIGHTS, ANOKA COUNTY, MINNESOTA LOT 29, BLK 3, RESERVOIR HILLS, according to the plat on file in the Office of the Registrar of Titles of Anoka County, State of Minnesota.

4217 Central



5/28/2026, 10:05:41 AM

1:1,200

0 55 110 220 ft

0 15 30 60 m

- Multi-units

Web AppBuilder for ArcGIS

THE CITY OF COLUMBIA HEIGHTS
REDISCOVER THE HEIGHTS

ECONOMIC DEVELOPMENT AUTHORITY

AGENDA SECTION	BUSINESS ITEMS
MEETING DATE	06/01/2026

ITEM:	**Approval of Demolition Contract for 4510 Taylor St NE.**
Presenting Item: Mitchell Forney	
DEPARTMENT: Community Development	**BY/DATE:** Mitchell Forney, 02/26/2026

CORE CITY STRATEGIES:

_Community that Grows with Purpose and Equity
_High Quality Public Spaces
_Safe, Accessible and Built for Everyone
_Engaged, Effective and Forward-Thinking
X Resilient and Prosperous Economy
_Inclusive and Connected Community

BACKGROUND

Late last year, the Economic Development Authority (EDA) approved the purchase of 4510 Taylor Street NE, a single-family property intended for redevelopment into a new single-family home. Through subsequent discussions, the EDA determined that it would work with Twin Cities Habitat for Humanity on redevelopment of the parcel, with the intent of ultimately conveying the property for construction of a new home. In preparation for redevelopment, the existing structure must be demolished and the site cleared for future construction. The Fire Department has utilized the structure for training exercises; however, Fire staff determined that a live burn of the structure was not feasible due to the site conditions, including the lack of a basement area to contain ash, water, and debris following a training burn.

Staff prepared bid documents and distributed demolition bid requests to multiple contractors, receiving 6 bids for the project. To streamline the demolition process, the EDA separately completed the required environmental testing for the structure. Testing identified no significant hazardous materials other than typical household appliance-related items requiring proper disposal. The selected demolition contractor will be responsible for demolition of the primary structure, removal of all outbuildings and site improvements, removal of obstructive trees, and general site clearing activities necessary to prepare the parcel for redevelopment. The work also includes proper capping and abandonment of water and sewer services in accordance with City requirements. Below is a summary of the bids received for the project. Staff recommend award of the demolition contract to the lowest responsible bidder, Semple Excavating & Trucking.

Company Name	Bid Amount
Semple Excavating & Trucking	$22,799
Rachel Contracting	$35,400
Lloyd's Construction	$40,950
Kingdom Coaching	$38,750
Bollig and Sons	$31,990
Nitti Rolloff Services	$25,200

RECOMMENDED MOTION(S):
MOTION: Move to accept the proposal from Semple Excavating and Trucking, in the amount of $22,799 for the demolition of all building and site improvements, tree removal, hazardous item removal, water/sewer line capping, and site grading of the lot located at 4510 Taylor Street; and furthermore, to authorize the President and Executive Director to enter into an agreement for the same.

ATTACHMENT(S)

1. Draft Agreement
2. Demolition Bids Received
3. Bid Specs

Property Owner: City of Columbia Heights Economic Development Authority

Property Addresses: 4510 Taylor ST NE (P.I.D. 25-30-24-33-0095).

For a price of $22,799.00, the contractor named below proposes to fully complete the work in accordance with the attached specifications demolition of all building and site improvements, tree removal, hazardous item removal, water/sewer line capping, and site grading at 4510 Taylor St NE

Name of Contractor: Semple Excavating & Trucking, Inc.

License Number: N/A

Address: 91 Ridder Circle; St Paul, MN 55107

Telephone: 651-772-1449 **E-mail Address:** Josh@SempleCo.com

Contractor Signature: 

Date: 5/28/26

Title: CEO

BID FORM

Property Owner: City of Columbia Heights Economic Development Authority

Property Addresses: 4510 Taylor ST NE (P.I.D. 25-30-24-33-0095).

For a price of $ 35,400.00, the contractor named below proposes to fully complete the work in accordance with the attached specifications demolition of all building and site improvements, tree removal, hazardous item removal, water/sewer line capping, and site grading at 4510 Taylor St NE

Name of Contractor: Rachel Contracting, LLC

License Number: IR651753

Address: 4180 Napier Court NE St. Michael, MN 55376

Telephone: 763-424-1500 **E-mail Address:** Estimating@rachelcontracting.com

Contractor Signature: Matthew Coz, President

Date: 5/28/2026

Title: President

BID FORM

Property Owner: City of Columbia Heights Economic Development Authority

Property Addresses: 4510 Taylor ST NE (P.I.D. 25-30-24-33-0095).

For a price of $ 40,950.00 , the contractor named below proposes to fully complete the work in accordance with the attached specifications demolition of all building and site improvements, tree removal, hazardous item removal, water/sewer line capping, and site grading at 4510 Taylor St NE

Name of Contractor: Lloyd's Construction Services, Inc

License Number: IR-654654

Address: 6528 County Road 101 E, Shakopee 55379

Telephone: 952-746-5832 **E-mail Address:** gmichael@lloydsmn.com

Contractor Signature: Garrett Michael

Date: 5/28/2026

Title: Project Manager

KINGDOM
COACHING

DEMOLITION BID PROPOSAL

4510 Taylor Street NE

Columbia Heights, Minnesota 55421

Parcel ID 25-30-24-33-0095 • PLSS 25-30N-24W

1,028 SF Single-Family Structure • Full Demolition, Basement Removal & Site Restoration

Submitted to: City of Columbia Heights — Economic Development Authority

Proposal Date: May 27, 2026

Who We Are

Kingdom Coaching Professional Corporation provides consulting, coaching, and estimating for contractors — and builds the PlumbLine™ construction estimating software. The pricing in this proposal was produced through PlumbLine™ by a Kingdom Coaching client who will self-perform the demolition. We do not self-perform; we equip the contractors who do.

Several Kingdom Coaching clients have reached out with interest in this project; this bid represents the most competitive and operationally ready of those qualified bidders.

See PlumbLine™ — our AI construction estimator: kingdomcoaching.pro/ai-construction-estimator

Scope of Work

Complete demolition of the existing 1,028 SF single-family structure (1.25 stories, wood frame, plaster interior, alum/vinyl siding, composition shingle gable roof, built 1960), associated garage, and concrete/asphalt driveway. Full removal of foundation walls and basement slab to the underside of footings. Clean structural fill placed and compacted in lifts to subgrade, finished with topsoil and seed across the disturbed lot. Pricing is one all-inclusive lump sum for the work described below.

Included in this scope:

- Pre-demolition utility disconnects and verifications (gas, electric, water main shutoff and cap at curb stop, sanitary sewer cap at property line).
- City of Columbia Heights demolition permits, right-of-way permits, and utility provider coordination fees.
- Erosion control, perimeter safety fencing, dust control, and public-right-of-way protection for duration of work.
- Complete mechanical demolition of the 1,028 SF above-grade structure including roof, walls, floor systems, interior plaster finishes, alum/vinyl siding, and all mechanical/electrical/plumbing equipment.
- Demolition and removal of the existing garage structure.
- Demolition and full removal of the existing driveway (concrete and/or asphalt) and associated approach.
- Removal of all basement foundation walls and basement floor slab to underside of footings.

- Off-site disposal of all demolition debris, including concrete, to a licensed disposal facility. Recyclable steel and metals separated and salvaged.
- Import of clean structural fill, placed and mechanically compacted in 12-inch lifts to engineered subgrade across the basement excavation.
- Final site rough-grade across the full disturbed area; placement of approximately 3 inches of topsoil; broadcast seeding with cool-season turf mix; erosion control blanket installed where required by slope and code.
- Hazardous-material allowance of $5,000 included for limited abatement of asbestos-containing floor mastic, pipe wrap, or similar materials identified within the structure during demolition.
- Performance bond and payment bond as required by the Columbia Heights EDA contract.
- General liability and workers' compensation insurance per City requirements; certificates issued naming the EDA as additional insured.
- Final site cleanup, restoration of public sidewalks and curbs disturbed by the work, and project close-out documentation.

Base Bid

This proposal is one all-inclusive lump sum for the complete scope of work described above. The price is not subject to itemized deduction, partial selection, or value-engineering by individual line item.

BASE PRICE (LUMP SUM CONTRACT)	**$38,750**

Exclusions

- Wage classification under Minnesota Prevailing Wage (Minnesota Statutes §177.41–177.44). Bid is priced as a non-prevailing-wage residential demolition contract. If prevailing wage applies, price will be revised by change order.
- Asbestos survey (assumed to be provided by the Columbia Heights EDA). Abatement beyond the $5,000 hazmat allowance included in scope, including any required abatement of full siding panels, large pipe insulation systems, or vermiculite, is handled by change order at documented cost.
- Lead-based paint abatement (paint will be handled per OSHA demolition exposure rules and disposed within standard C&D waste streams).
- Underground storage tank discovery, removal, soil testing, or contaminated soil remediation.
- Tree removal except as required to complete the demolition path; large legacy trees outside the work zone remain.
- Replacement curb and gutter beyond restoration of areas disturbed by our work.
- Boulevard or street tree replacement.
- Sod (seed is included; sod upgrade not included).
- Sidewalk panel replacement beyond restoration of areas disturbed by our work.
- Permits and fees not specifically issued by the City of Columbia Heights for this demolition (e.g., MPCA notifications are included; county-level fees if separately invoked are excluded).

- Survey, staking, or as-built drawings.
- Winter conditions premium: bid assumes work begins and is completed during normal-weather construction season. If award schedule pushes execution into the November–March cold-weather window, a cold-weather premium will be quoted by change order.

Terms & Conditions

- Strategic positioning: Pricing assumes continuous production flow with minimal rework, sequenced from utility disconnects through final restoration as one mobilization. Stop-and-start delays not caused by our client are handled by change order.
- Base price is a LUMP SUM CONTRACT for the scope described above. The price is fixed for the full scope and is not subject to itemized reduction, partial award, or selective deletion of components.
- Sales tax: Materials sales and use tax is included per applicable Minnesota and Anoka County regulation. Any tax authority reclassification, audit, or jurisdictional change is adjusted by change order at documented cost.
- Change orders: No out-of-scope work, additional removal, additional fill, additional restoration, or scope expansion of any kind will be performed without written approval and an agreed price documented prior to execution.
- Payment protection: Non-payment or late payment per the executed contract terms pauses work without penalty until cured. Mobilization, materials, and labor already deployed at the time of pause remain billable under the original contract terms.
- Production assumption: Pricing assumes uninterrupted site access, no encumbrances on the property at the time of mobilization, and the property delivered free of personal effects and unfit interior materials beyond standard demolition debris. Delays outside our client's control are handled by change order.

Partner With Kingdom Coaching

This bid was produced with PlumbLine™ — the AI construction estimating software built by Kingdom Coaching. If you are a decision-maker on this project or a contractor evaluating estimating systems, we invite you to see what PlumbLine™ can do for your own bids.

20% Gross Revenue Partnership — For Life.

Earn 20% commission on down payments, monthly payments, and recurring software and services — tracked with your own affiliate link on a live dashboard inside our app. Refer once; earn for the life of the account.

Become a partner: kingdomcoaching.pro/become-a-partner
See PlumbLine™: kingdomcoaching.pro/ai-construction-estimator
Construction coaching: kingdomcoaching.pro/construction-business-coaching-page
Account setup: member.kingdomcoaching.pro
Client application form: kingdomcoaching.pro/business-assessment-form
Schedule a call: links.kingdomcoaching.pro/widget/bookings/30min-discovery-call

Respectfully,

Jason Trester
Executive Director
Kingdom Coaching Professional Corporation
Phone: 763-373-4478 | Email: office@KingdomCoaching.pro | Website: kingdomcoaching.pro

PlumbLine™ is a trademark of Kingdom Coaching Professional Corporation. This proposal and the pricing, methodology, and PlumbLine™ outputs it contains are confidential and proprietary, disclosed under non-disclosure. They may not be copied, distributed, reverse-engineered, or used to solicit competing pricing without the written consent of Kingdom Coaching Professional Corporation. © 2026 Kingdom Coaching Professional Corporation. All rights reserved.

"Whatever you do, work at it with all your heart, as working for the Lord, not for human masters." — Colossians 3:23

Kingdom Coaching Professional Corporation provides estimating and consulting services and does not self-perform work. Estimates are distributed to all qualified bidders requesting a quote.

BID FORM

Property Owner: City of Columbia Heights Economic Development Authority

Property Addresses: 4510 Taylor ST NE (P.I.D. 25-30-24-33-0095).

For a price of $ 31,990.00 , the contractor named below proposes to fully complete the work in accordance with the attached specifications demolition of all building and site improvements, tree removal, hazardous item removal, water/sewer line capping, and site grading at 4510 Taylor St NE

Name of Contractor: Bollig and Sons

License Number: _____

Address: 11401 County Road 3 Hopkins, MN 55343

Telephone: 612-322-1880 **E-mail Address:** dmeyer@bolligandsons.com

Contractor Signature: Dan Meyer

Date: 5-26-2026

Title: Dan Meyer estimator

BID FORM

Property Owner: City of Columbia Heights Economic Development Authority

Property Addresses: 4510 Taylor ST NE (P.I.D. 25-30-24-33-0095).

For a price of $ 25,200 00, the contractor named below proposes to fully complete the work in accordance with the attached specifications demolition of all building and site improvements, tree removal, hazardous item removal, water/sewer line capping, and site grading at 4510 Taylor St NE

Name of Contractor: Nitti Roll off Services

License Number: N/A

Address: 8651 Naples Ln N.E. Blaine 55449

Telephone: 763 755 0313 **E-mail Address:** TonyNittiCompanies.com

Contractor Signature:

Date: 5/28/26

Title: V.P. Sales

EDA IN AND FOR THE CITY OF COLUMBIA HEIGHTS CONTRACT FOR THE UTILITY DISCONECTION, DEMOLITION OF SITE IMPROVEMENTS, TREE REMOVAL, AND SITE GRADING AT 4510 TAYLOR ST

For valuable consideration as set forth below, this Contract dated the ____ day of _____, 2026, is made and entered into between the Economic Development Authority in and for the City of Columbia Heights, a public body corporate and politic created pursuant to the laws of the State of Minnesota ("EDA") and Semple Excavating & Trucking Inc, a Minnesota corporation ("Contractor").

1. **CONTRACT DOCUMENTS**

Contractor hereby promises and agrees to perform and comply with all the provisions of this Contract pursuant to the specifications for demolition of all building and site improvements, tree removal, hazardous item removal, water/sewer line capping, and site grading attached hereto as **Exhibit A** for the residential property located at 4510 Taylor St NE, Columbia Heights, Minnesota ("Properties"). The Contract including specifications in **Exhibit A** shall comprise the total agreement of the parties hereto. No oral order, objection, or claim by any party to the other shall affect or modify any of the terms or obligations contained in this Contract.

2. **THE WORK**

The work to be performed by Contractor under this Contract (hereinafter the "Work"), is defined in the Proposal as the demolition of all building and site improvements, tree removal, hazardous item removal, water/sewer line capping, and site grading of the primary excavation areas at 4510 Taylor St NE. As part of the Work, Contractor agrees to remove all excess material from the Properties.

3. **CONTRACT PRICE**

The EDA agrees to pay Contractor the sum of $22,799 in exchange for the Contractor furnishing labor and materials for the Work at the Properties, payable within 30 days of Contractor's completion of the Work.

Contractor may start work on this project upon its execution of this Contract and providing proof of insurance pursuant to paragraph 5.

4. **COMPLETION DATE/LIQUIDATED DAMAGES**

Contractor shall complete all Work on or before August 10th, 2026 ("Completion Date"). Due to the difficulty in ascertaining and establishing the actual damages which the EDA or City would sustain, liquidated damages are specified as follows for failure of Contractor to complete his performance under this Contract by the Completion Date: for every calendar day that the

Contract shall remain uncompleted beyond the Completion Date of August 10th, 2026, Contractor shall pay the EDA $50.00 per day as liquidated damages.

5. **INSURANCE**

Before beginning actual work under this Contract, Contractor shall submit to the EDA and obtain the EDA's approval of a certificate of insurance on Standard Form C.I.C.C.-701 or ACORD 25 forms, showing the following insurance coverage, and listing the Contractor as a loss payee under the policies:

a. General Contractor Liability: $1,000,000.00

b. Workman's Compensation: Statutory Amounts

The EDA and the City shall be named as an Additional Insureds in regard to the General Contractor Liability forms where required by written contract on a primary and non-contributory basis, including completed operations. This certificate must provide for the above coverages to be in effect from the date of the Contract until 30 days after the Completion Date, and must provide the insurance coverage will not be canceled by the insurance company without 30 days written notice to the EDA of intent to cancel. The certificate must further provide that Contractor's insurance coverage is primary coverage notwithstanding any insurance coverage carried by the EDA that may apply to injury or damage relating to the maintenance or repair of the City streets or rights-of-way by either the City, EDA or any employee, agent, independent contractor or any other person or entity retained by the City or EDA to perform the services described herein. All insurance is subject to the review and approval of the Columbia Heights City Attorney.

6. **LAWS, REGULATIONS AND SAFETY**

Contractor shall give all notices and comply with all laws, ordinances, rules, and regulations applicable to performance under this Contract. Contractor shall provide adequate signs and/or barricades, and will take all necessary precautions for the protection of the work and the safety of the public.

7. **INDEMNIFICATION**

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless the City, EDA, their agents and employees from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from the performance of Work, provided that any such claim, damage, loss or expense (1) is attributable to bodily injury, sickness, disease or death, or to injury or to destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom, and (2) is caused in whole or in part by any negligent act or omission of Contractor, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder.

8. **ASSIGNMENT**

Contractor shall not assign or transfer, whether by an assignment or novation or otherwise, any of its rights, duties, benefits, obligations, liabilities or responsibilities without prior written consent of the EDA.

9. **NOTICE**

The address and telephone number of Contractor for purposes of giving notices and any other purpose under this Contract shall be 91 Ridder Circle, St. Paul, MN 55107, (651) 772-1449.

The address of the EDA for purposes of giving notices and any other purposes under this Contract shall be 3989 Central Ave. NE. Columbia Heights, MN 55421.

IN WITNESS WHEREOF, the parties to this Contract have hereunto set their hands and seals as of the day and year first above written.

ECONOMIC DEVELOPMENT AUTHORITY IN AND FOR THE CITY OF COLUMBIA HEIGHTS

By: _____
Aaron Chirpich
Its: Executive Director

SEMPLE EXCAVATING & TRUCKING, INC.

By: _____

Its: _____

Exhibit A
Specifications

See attached.

REQUEST FOR QUOTE/PROJECT SPECIFICATIONS

From: The Economic Development Authority in and for the City of Columbia Heights

Subject: Request for quotes for demolition, tree removal, site grading, and hazardous material removal at the property addressed: 4510 Taylor Street NE.

Overview:
The City of Columbia Heights EDA is the owner of the property addressed 4510 Taylor Street NE (P.I.D. 25-30-24-33-0095). The EDA is requesting quotes for demolition of all building and site improvements, tree removal, hazardous item removal, and water/sewer line capping at this location followed by re-grading of the primary excavation area. If you are interested in submitting a quote for this project, please review the enclosed specifications and inspect the site. Please call Emilie Voight in the Community Development Department with any questions and for access to the property, 763-706-3674.

Proposals must be completed on the enclosed bid form and submitted by **1:00p.m. on May 28th, 2026.** Proposals may be submitted by U.S. Mail (must be received by the deadline above), e-mail or in person; please note the enclosed bid form must be used. City staff will review the submitted proposals and forward them to the EDA. City staff expect the EDA to select a demolition contractor at their **June 1st meeting.** The timeline for completion of all work will be weather dependent but no later than August 10th, 2026.

Submit proposals to the following:

Attn: Mitchell Forney
City of Columbia Heights Community Development Department
3989 Central Ave NE
Columbia Heights, MN 55421
mforney@columbiaheightsmn.gov

BID FORM

Property Owner: City of Columbia Heights Economic Development Authority

Property Addresses: 4510 Taylor ST NE (P.I.D. 25-30-24-33-0095).

For a price of $_____, the contractor named below proposes to fully complete the work in accordance with the attached specifications for demolition of all building and site improvements, tree removal, hazardous item removal, water/sewer line capping, and site grading at 4510 Taylor St NE

Name of Contractor: _____

License Number: _____

Address: _____

Telephone: _____ **E-mail Address:** _____

Contractor Signature: _____

Date: _____

Title: _____

Scope of Work

A) General

1) Contractor shall furnish all labor, materials, and equipment, and shall perform all service and work required to remove the hazardous materials, buildings, structures, specified trees, and improvements from the site along with the post demolition grading of the site, in strict accordance with these specifications and in accordance with all applicable ordinances and laws pertaining to removal of buildings, structures, grading and erosion control. **Before demolition, contractor is to install silt fencing around the entire perimeter of the disturbed area. Erosion control logs can be used at the site entrance only.**

2) Contractor shall thoroughly review these specifications and examine the site to evaluate existing and proposed conditions prior to making a quote. Failure to do so shall in no way relieve contractor from performing the work as required or be grounds for a claim for extra payment.

B) Demolition and Disposal of Buildings and Site Improvements

1) All buildings and site improvements on the site shall be removed and properly disposed of. Demolition to include, but not limited to stairs, ramps, fences, retaining walls, floor slabs, garages, equipment bases, driveways, aprons, foundation walls and footings, and other structure components, appurtenances and contents associated with each structure, unless noted otherwise. **Include removal of all out-buildings and miscellaneous items included in the attached pictures.**

2) All demolition materials, substrates, debris, waste, or other materials shall be collected, stored, handled, managed, and disposed of in accordance with currently accepted practices at an approved, licensed, or permitted facility in accordance with applicable federal, state, and local ordinances, rules, and regulations.

C) Backfill, Compaction and Grading

1) No demolition material shall be left in or placed in any excavation. All excavations unless otherwise noted, shall be backfilled with common fill. Common fill material shall be a mineral aggregate of which not more than twenty (20%) percent (by weight) passes the No. 22 sieve. The material shall be free of rocks or clumps greater than 3 inches in diameter. Material shall be classified as sand, sandy loam, gravel, or pit run. Imported material shall be placed in 1-foot lifts and compacted to no less than 95% standard proctor density. Contractor shall provide the city with third party sampling, analysis, and reports to demonstrate that 95% compaction has been achieved.

2) The finished grade shall be determined by matching the existing average grade of the excavation areas prior to demolition. The final grade shall maintain pre demolition drainage patterns.

3) Upon completion of the finished grade, contractor shall spread 3" of imported topsoil to all disturbed areas of the site and apply seed and blanket to the same. Topsoil, meeting MN DOT Specification 3877 "Common Topsoil Borrow", is to be furnished. The material shall be compacted firmly and raked prior to placement of seed and blanket.

D) Abandonment of Wells

1) **<u>The city is not aware of any wells on the properties. If a well is discovered:</u>** As part of this bid, the demolition contractor is to hire a well-sealing company to properly seal the well and record the sealing with the Minnesota Department of Health. Contractor must provide records of the well-sealing to the city upon completion. Contractor will be reimbursed for actual well sealing costs plus an overhead multiplier of 2.0 if well sealing is necessary.

E) Utilities

1) Contractor shall be responsible for calling Gopher State One Call for the location of any underground utilities prior to commencement of demolition and site grading work.

2) The city has completed the disconnection of electricity (Excel Energy), natural gas (CenterPoint Energy) services for the properties. Other private communication utilities such as telephone and cable may still be connected; if so, contractor shall roll them back and secure them at the pole prior to demolition.

3) Contractor is to coordinate the shut off of water with Public Works to ensure that the water is off before the demolition work is started. **Contractor is to remove the water line from the main structure by kinking the line where it meets the curb stop and mark on-site, the location of the service termination.**

4) Contractor is to coordinate the termination of the private sewer line with Public Works. **The sewer line shall be removed and capped where it meets the Property Line.** Document and mark on-site, the location of the service termination.

F) Asbestos and Other Hazardous Materials

1) The City has contracted with Angstrom Analytical for the completion of a pre-demolition survey for the properties. The survey is attached to this report. No asbestos was found in the report. The contractor will provide for the removal, and appropriate disposal of all other hazardous items listed in the report prior to the demo.

G) Permits and Inspections

1) Contractor will complete and submit the City of Columbia Heights demolition permit application. Contractor shall have the work inspected prior to backfilling the primary excavation. The sewer and water service termination will also be inspected by City Public Works staff. A separate sewer and water disconnection permit must be secured from the City by the contractor.

2) If any permits from other governmental agencies are required, contractor shall, at contractor's own expense, secure such permits, pay any fees, and complete any inspections required by same, and provide a copy of the permits to the City.

3) Contractor shall submit "Notification of Intent to Perform a Demolition" Form to the MPCA.

H) Miscellaneous Provisions, and Notices

1) Contractor shall erect and maintain all necessary barricades and warnings to adequately safeguard workers, adjacent property, and the public.

2) The demolition and clearing of the site shall be carried out in such a manner to preclude damage to adjacent property or public right-of-way.

3) **Contractor is to provide dust control during demolition by watering the homes**. Water is available at no cost from the City by accessing adjacent hydrants. Please notify Columbia Heights Public Works one week in advance to coordinate hydrant connection

4) Submission of a proposal will constitute an incontrovertible representation by contractor that contractor has complied with every requirement of these specifications and attachments thereto; that without exception the proposal is premised upon performing and furnishing the work including but not limited to the specific means, methods, techniques, sequences, procedures or precautions expressly required by these specifications and attachments thereto; that contractor has received from the City satisfactory written resolution of any conflicts, errors, ambiguities, and discrepancies; and that these specifications and attachments thereto are generally sufficient to indicate and convey understanding of the terms and conditions for performing and furnishing the work.

Angstrom Analytical Inc.

5001 Cedar Lake Rd.
St. Louis Park, MN 55416
952-252-0405 office
952-252-0407 fax

Emilie Voight
City of Columbia Heights
3989 Central Ave NE
Columbia Heights, MN 55421

February 12, 2026

RE: Asbestos Demolition Survey
4510 Taylor St. NE
Columbia Heights, MN 55421

Dear Emilie:

Kevin Hagen #602, a representative of Angstrom Analytical, Inc., visited the above referenced property again on February 12, 2026 for the purpose of conducting an asbestos demolition inspection. We are prepared to state that of the materials sampled, **none** were asbestos containing building materials contained in or on the fabric of the structure.

No samples other than from the fabric of the building that is planned for demolition were taken or analyzed and this report only relates only to 4510 Taylor St. NE. Thirity-three samples of suspect building materials were collected and analyzed in our laboratory by Polarized Light Microscopy. Please see attached notes.

During the course of the survey the following hazardous materials were noted:

Misc. Materials
1 smoke det.
1 fridge
1 Co2 det.
1 unit heater
1 stove

All friable and category II non-friable materials need to be removed, per applicable regulations, prior to and demolition efforts. Category I non-friable materials are allowed to be left in place for the demolition. However, the landfill must be made aware that the demolition debris will contain (minimal amounts of) category I non-friable asbestos containing material and is subject to the MPCA's rules and regulations pertinent to the demolition efforts (notifications, etc.). This survey should not be interpreted as a bidding document or as an asbestos project design. It is incumbent upon the contractor to verify quantities. Quantification of materials identified in this inspection report are approximations and based on observed quantities. Additional amounts of material may be present under floor, above ceilings and inside wall cavities and not fully quantified. For example, thermal system insulation indentified in a basement may also exist inside wall cavities.

If you have any questions, please call us at the number above.

Sincerely,

Kevin Hagen
Angstrom Analytical, Inc.

Angstrom Analytical Inc.

5001 Cedar Lake Rd.
St. Louis Park, MN 55416
952-252-0405 office
952-252-0407 fax

Analysis of Bulk Samples for Asbestos Using Polarized Light Microscopy (PLM)

Emilie
City of Columbia Heights
3989 Central Ave NE
Columbia Heights, MN 55421

Re: 4510 Taylor St. NE

Number of Samples: 33

Methods and Definitions

The submitted samples were analyzed using the EPA Interim Method #600/M4-82-020 (polarized light microscopy with dispersion staining). The method defines an asbestos containing material as one that contains grater than 1% asbestos by weight and asbestos is defined as the fibrous forms of serpentine and certain amphiboles. While the fibrous and non-fibrous forms of minerals are discernible microscopically in hand specimens, the distinction between them is not clear on a microscopic level, especially after processing or manufacturing. Fibrous amphiboles are generally those whose mean aspect ratios (length over width) under the microscope are approximately >10; non-fibrous amphiboles are generally those whose mean aspect ratios are approximately <6. During analysis, morphology and an estimate of mean aspect ratio are used to assign a given mineral fiber population to fibrous and non-fibrous categories. That non-fibrous amphiboles are not reported as asbestos is consistent with mineralogical definitions, but does not imply that non-fibrous amphiboles are not hazardous. Airborne concentrations of them may be regulated by OSHA under certain circumstances. The type of dispersion staining used is generally phase contrast, although central stop dispersion staining may also be used.

Percentage Reporting

The percentage of each fiber type present was determined using volume percents estimated from stereoscopic examination, projected area percents from mounted slide examination and percents from comparison to weight percent standards. Such estimations are suitable for most samples, but do have large error ranges. Errors are estimated to be 100 relative percent uncertainty for percentage estimates under 10% ranging down to as little as 10 relative percent uncertainty for percentage estimates greater than 50%. Friable samples which have been estimated by the above methods to contain less than 10% asbestos can be point-counted, according to the EPA Interim Methods, as required by NESHAPS. In low percentage samples, point counting may produce false negatives or positives, due to the small number of points counted. For samples consisting of more than one apparent type of material or layer, the percentage of each fiber type in each type of material of layer is determined and reported separately; an overall average for the sample of each fiber type is then calculated. The reported friability of a sample refers to that friability observed in the condition analyzed (broken, crushed, etc.), and is not to be substituted for an on-site assessment of friability. Each Angstrom Analytical lab report relates only to the sample tested and may not, due to the sampling process be representative of the material sampled.

February 12, 2026

Kevin Hagen, Angstrom Analytical, Inc.

Angstrom Analytical Inc.

Material Identification Table

5001 Cedar Lake Road
St. Louis Park, MN 55416
952-252-0405

Project #: On-site
Date: 2/12/2026

Client:	City of Columbia Heights	Project:	Residential	N = no damage	ND = none detected	PD = potential damage
Address:	3989 Central Ave NE	Address:	4510 Taylor St. NE	D = moderate damage	NS = Not Sampled	PSD = potential for significant damage
	Columbia Heights, MN 55421		Columbia Heights, MN	SD = significant damage	NAC = not accessible	
Phone:	763-706-3674	Contact:	Emilie	SF = square feet	EA = each	NS-Not Suspect
Email:	evoight@columbiaheightsmn.gov	Phone:	763-706-3674	LF = linear feet		NT-Not Tested

Sample #	Location	Material	Description	Asbestos / %	Quantity / Unit	Condition	Damage Potential	Rating
1-3	Throughout	sheetrock & compound	white granular	ND	850-900/SF	N	PD	0
4-6	Attic	insulation mix	gold/cell/fg	ND	250-300/SF observed	N	PD	0
7-9	Ent/porch	flooring top layer	tan laminate	ND	150-155/SF	N	PD	0
10-12	Ent/porch	loose tiles	tan self adh.	ND	16-20/SF	N	PD	0
13-15	Ent/porch	flooring bottom layer	brown	ND	150-155/SF	N	PD	0
16-18	Throughout	slab	cementitous	ND	500-550/SF	N	PD	0
19-21	Kitchen/bath	floor tiles top layer	18x18	ND	90-95/SF	N	PD	0
22-24	Kitchen/bath	flooring bottom layer	beige	ND	90-95/SF	N	PD	0
25-27	Throughout	window glazing	gray/white hard	ND	12/EA	N	PD	0
28-30	Exterior	window/door caulking	pliable	ND	60-70/LF	N	PD	0
31-33	Exterior	roofing	blue/gray	ND	600-650/SF	N	PD	0

CHR-Chrysotile	TREM-Tremolite	ACT-Actinolite	B-basement	BR-bedroom	H-hall	DR-dining rm	FR-family rm	C-corridor	CL-closet
AM-Amosite	CROC-Crocidolite	ANTH-Anthophyllite	K-kitchen	BA-bath	M-mech.	LR-living rm	G-garage	U-utility	ST-stairway


TAYLOR ST NE
45TH AVE NE


Remove old pavement/driveway


Remove trees and bush


Remove line of trees an bushes


Remove metal Fence
and Brush


Remove concrete and all remaining concrete and asphalt
Ensure Large tree remains undamaged


Remove fence, additional posts and brush


Remove all additional concrete




Remove tree








Remove laundry poles


Remove Brush


Remove fence and fencing material


Remove tree
Fence
remaining
materials




Remove Fence, Tree, and Dish on the Post


Remove tree,
satellite dish
and post


Remove fence,
tree and
satellite dish

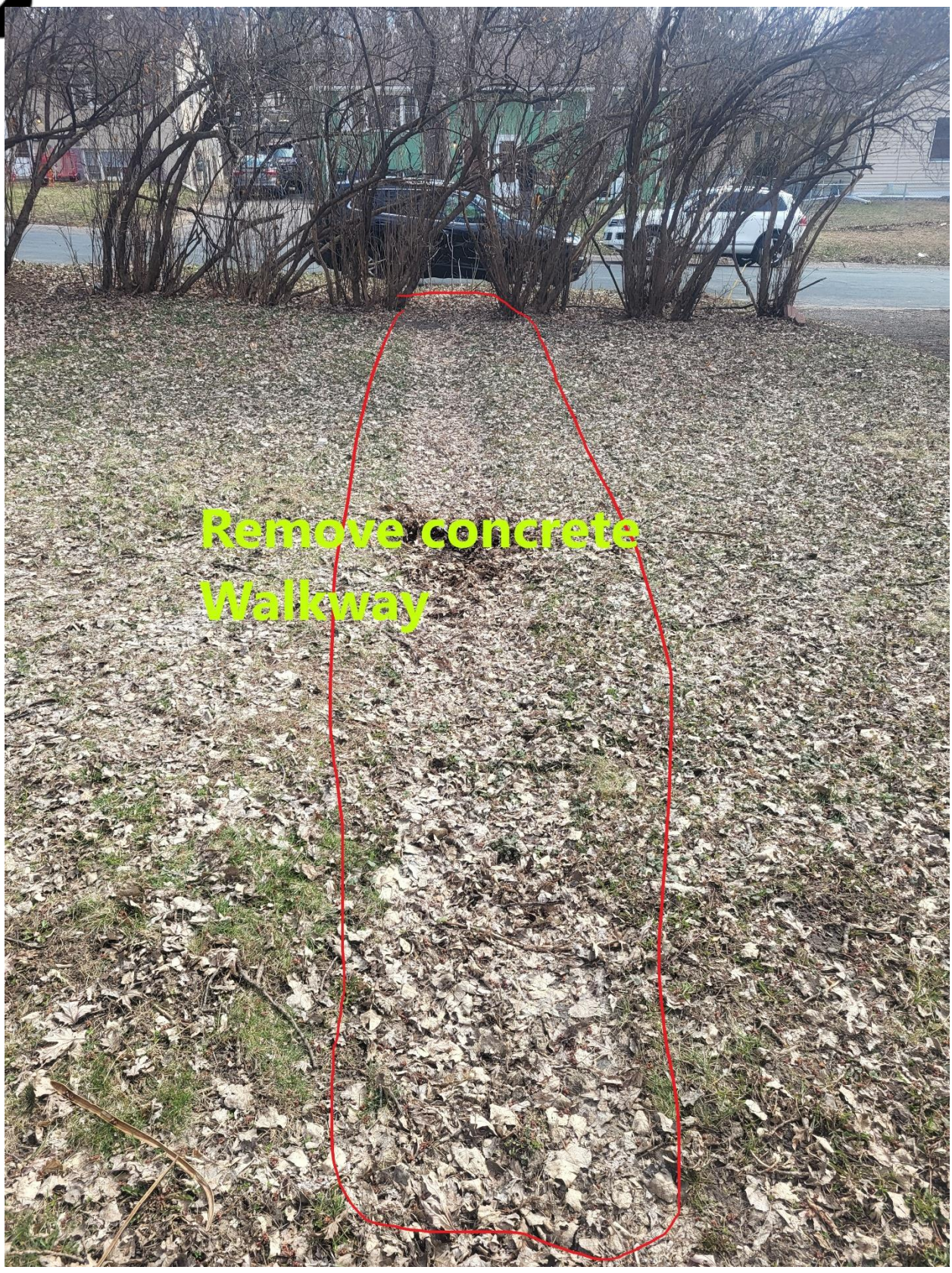

Remove Fence


Remove Tree


Remove Fence,
Brush and Trees




4510


Remove concrete
Walkway


Remove tree
protect large
tree to the right