

**City of Columbus**  
**Regular City Council Meeting**  
**Alternative Meeting Format**  
**MN Statues, Section 13D.021**

**01.12.22**

The 01.12.22 meeting of the City of Columbus City Council was called to order at 6:36 p.m. by Mayor Jesse Preiner at City Hall. Present were Council Members Robert Busch, Janet Hegland, Shelly Logren (via teleconference) and Sue Wagamon; City Administrator Elizabeth Mursko, City Engineer Kevin Bittner, City Attorney Bill Griffith, Public Works Director Jim Windingstad and Public Information Coordinator Jessica Hughes.

Also in attendance were Barb Bobick and Ron Hanegraaf

**1. CITY COUNCIL REGULAR MEETING**

- 1. Call to Order – Regular Meeting - 6:36 p.m.**
- 2. Pledge of Allegiance**

**2. CONSENT AGENDA**

- 3. Motion** – Agenda Approval with Additions
- ~~**4. Motion** – Approval of the 09.14.2021 City Council Meeting Minutes~~
- ~~**5. Motion** – Approval of the 10.13.2021 City Council Meeting Minutes~~
- 6. Motion** – Approval of the 10.13.2021 City Council Closed Meeting Minutes
- 7. Motion** – Pay Bills as Posted

**Motion by Hegland to approve the Consent Agenda items 3, 6 and 7. Seconded by Wagamon. Roll call vote: Wagamon – aye; Busch – aye; Hegland – aye; Logren – aye; Mayor Preiner – aye. Motion carries.**

**3. PRESENTATION**

- 8. Public Open Forum**

Hanegraaf approached the council. He stated that he’s been a resident of Columbus for 42 years and has been visiting the park every day for the last five years. He thanked Windingstad and the Public Works Department for their continually improving upkeep of the parks during the winter. He also thanked Permit Coordinator Carissa Kranz for her thorough work and expediency in producing Public Planning Commission meeting minutes.

- 9. Planning Commission Report**

Planning Commission Commissioner Bobick reported that the Planning Commission conducted a Public Hearing and Discussion to consider the request for Preliminary & Final Plats for the creation of two lots in the Mixed-Use/High-Density District. Bobick reported the lot is 6.07 acres, described as Outlot C NE Quad 35, owned by the City of Columbus. Proposed platting would create two new lots: Lot 1 Block 1, consisting of approximately 0.77 acres for the purpose of E&R Investments to build a 627 square-foot Caribou Drive-Thru Coffee Stand; and Lot 2 Block 1, consisting of approximately 5.3 acres. Chairman Hanegraaf opened a public hearing for input from the public and investing company to no response before opening the conversation for Planning Commission Commissioners.

Bobick began summarizing the conversation, indicating that she asked if the land had already been purchased by E&R Investments. Mursko explained that the City had a purchase agreement that is contingent upon the acceptance of the Subdivision Preliminary Plat and Final Plat, and that the investment company would like to close on February 15 with variances in hand. The coffee stand will require variances to allow the use of Caribou's blue hardy board exterior branding, neither of which meet the Mixed-Use/High-Density Commercial Performance Standards. Additionally, the lanterns on the sides of the proposed building do not meet Lighting Ordinance Conditions and will require another variance. Bobick also inquired about the irregular plotting of the lot which will leave a section of Lot 2 without access to the road, and Associate Planner Ben Gutknecht explained that the adjacent property was earmarked for apartment buildings and the areas of concern would probably be used for greenspace, parking or a dog park. Hanegraaf asked if there was a possibility of apartments on the west side of Hornsby Street. Mursko explained that the area was designated for business due to the size and proximity to the interstate. Kris King asked about the removal of a large dirt mound on the proposed property. Mursko said it was left from a previous project and that the City is responsible for the cost of removal.

Griffith updated the summarized meeting with the new closing date in the middle of February due to an amendment to the contract when the plat couldn't be processed until now. The buyers requested an extension that was approved by the Council in December.

**Motion by Preiner to approve the preliminary and final plat on the NE quad of the 35 Second Addition Subject to the Planner's Report dated 01.06.2022 and the preliminary plat conditions 1-5 and final plat conditions 1-5. Seconded by Wagamon. Preiner asked if there was any discussion.**

Logren reiterated that the attorney had said the Council could accept or reject the definition of "coffee shop" as being acceptable for this area. Logren shared that under her further examination of the issue, she found that the definition of "coffee shop," even within the coffee industry, indicates that what has been proposed in Columbus is actually a "coffee stand," which is less desirable for the City in her opinion. Logren continued to say she was not aware that the land had been divided the way it was, saying the pictures she received of the plat did not show what was left of the east side of the Hornsby property. She feels the irregularity of the remaining land that the City would have to sell is not as desirable as it would have been if Lot 1 had not been cut out so irregularly.

**Roll call vote: Wagamon – aye; Busch – aye; Hegland – aye; Logren – nay; Preiner – aye. Motion carries.**

NE Quad of the 35 Second Addition Preliminary Plat Findings of Fact:

1. The City received a Preliminary Plat application from the City of Columbus on December 1, 2021. The Application was found complete.
2. The 120-day review deadline is March 31, 2022.
3. The proposed plat is located in the High-Density Mixed-Use District.
4. The 6.07-acre property consists of one lot legally described as Outlot C, NE Quad 35, Anoka County ("Property").
5. The Property is proposed to be platted into two new lots. Lot 1, Block 1 will be approximately 0.77 acres and Lot 2, Block 1 is proposed at approximately 5.30 acres in area. This is consistent with standards outlined in Section 7A-801 of the City Code.

6. The vacant Property is currently part of an existing Outlot from a previous subdivision.
7. The proposed Lot 1, Block 1 is proposed to be improved with a 627 square foot building (“Caribou Cabin”), which consists of a primarily drive-thru oriented business with an outdoor patio/seating area via Site Plan approval. The Site Plan application was submitted prior to the recent Chapter 7A Ordinance Amendment.
8. Drainage of the proposed “Caribou Cabin” is proposed to be directed to the storm pond in Outlot D via required easement. The proposed drainage is part of a previously approved regional stormwater system.
9. The Property is located in the Rice Creek Watershed District.
10. A wetland delineation was conducted by Bopray Environmental Services, LLC for the previous platting application in 2019.
11. An application for stormwater management has not yet been submitted to the Rice Creek Watershed District.
12. No review by the Anoka County Highway Division or Minnesota Department of Transportation is needed for this subdivision.
13. The Preliminary Plat includes standard 20-foot drainage and utility easements along property lines.
14. The Planning Commission held a public hearing on the proposed preliminary plat on January 5, 2021.
15. The Preliminary Plat dated January 3, 2022, was updated per City Engineer comments in a Staff Report dated December 30, 2021. The City Engineer reviewed the updated Preliminary Plat and submitted an updated Staff Report, dated January 1, 2022.

NE Quad of the 35 Second Addition Preliminary Plat Conditions:

1. Detailed recommendations of the City Engineer.
2. Title Review and recommendations of the City Attorney.
3. Requirements of the Anoka County Surveyor.
4. Requirements of the Rice Creek Watershed District.
5. Future development within the plat is subject to all laws and permitting requirements.

NE Quad of the 35 Second Addition Final Plat Findings of Fact:

1. The City received a Final Plat application from the City of Columbus on December 1, 2021. The application was found complete.
2. The Final Plat was submitted concurrent with the Preliminary Plat and the review period for the Final Plat is coterminous with the Preliminary Plat.
3. The proposed plat is located in the High-Density Mixed-Use District.
4. The 6.07-acre property consists of one lot legally described as Outlot C, NE Quad 35, Anoka County (“Property”).
5. The proposed Final Plat will change the legal description of the Property to Lot 1, Block 1 NE Quad 35 Second Addition and Lot 2, Block 1 NE Quad 35 Second Addition.
6. The proposed Lot 1, Block 1 is proposed to be used by E & R Investments for a 627 square foot (“Caribou Cabin”) coffee shop/drive-thru.
7. The Final Plat is consistent with the proposed Preliminary Plat.

NE Quad of the 35 Second Addition Final Plat Conditions:

1. Detailed recommendations of the City Engineer.
2. Title Review and recommendations of the City Attorney.
3. Requirements of the Anoka County Surveyor.
4. Requirements of the Rice Creek Watershed District.
5. Future development within the plat is subject to all laws and permitting requirements.

**10. Organizational Meeting**

Mayor Preiner introduced the Organizational Meeting paperwork (attached), pointing out that all items in red font indicated things that needed to be voted upon. The first matter of business was choosing a Deputy Mayor, a position Hegland would like to continue to fill.

**Preiner motioned to nominate Hegland to retain her role as Deputy Mayor for the City of Columbus. Seconded by Logren. Roll call vote: Wagamon – aye; Busch – aye; Hegland – abstained; Logren – aye; Preiner – aye. Motion carried.**

Preiner asked if he should read down the entire list. Mursko indicated she updated the Organizational Chart to reflect the discussion had during a previous workshop, but any item in the first section is up for discussion. Mursko also indicated that there is a vacancy in the Planning Commission that is available for application but hasn't received a response yet. Finally, two Park Board members are looking for reappointments and will require motions.

**Wagamon motioned to reappoint Andrea Messina to the Park Board for a three-year term. Preiner seconded. Roll call vote: Wagamon – aye; Busch – aye; Hegland – aye; Logren – aye; Preiner – aye. Motion carries.**

**Wagamon motioned to reappoint Mark Daly to the Park Advisory Board for a three-year term. Busch seconded. Roll call vote: Wagamon – aye; Busch – aye; Hegland – aye; Logren – aye; Preiner – aye. Motion carries.**

Mursko said that while the Data Practices (Responsible Authority) and Data Practices (Compliance Official) can be the same person, it is easier when two separate people hold the roles. Mursko shared that Data Practices requests have certain protocols that must be followed: applications must be made in writing and the person that receives the application gathers the information, but a second pair of eyes (the Compliance Official) makes sure the Responsible Authority has exhausted all areas that could have requested materials. Mursko indicated she would like the Assistant to the City Administrator to become the Responsible Authority and the City Administrator retain the Compliance Official role.

**Preiner motioned to appoint the Assistant to the City Administrator as the Data Practices (Responsible Authority). Wagamon seconded. Roll call vote: Wagamon – aye; Busch – aye; Hegland – aye; Logren – aye; Preiner – aye. Motion carries.**

Hegland noted that Bobick's last name was spelled "Bobik" on the Organizational Chart and needed to be corrected.

Preiner confirmed the rotating Property Owner Liaison schedule, with him taking January-March, Busch taking April-May, Wagamon taking June-July, Logren taking August-September and Hegland taking October-December. Preiner confirmed that he and Busch would remain on the Joint Fire Board.

Personnel Committee meetings are staffed by Preiner and Hegland, with Wagamon serving as the alternate. Hegland serves on the Park Board as requested, and Mayor Preiner serves on the Public Works Advisory Board with Busch as his alternate. Mayor Preiner also serves as Columbus' representative on the Met Council, while Wagamon served as the Cable TV Commission with Logren as her alternate.

Regarding appointing a Fall Fest City Council Representative, Mayor Preiner explained that it is difficult to ask anyone to sign up since the City does not yet know what is going to happen in relation to COVID-19 protocols and if the festival is going to resume as it was before or being run by the City, how volunteers are going to be recruited, etc. The conclusion Mayor Preiner and Mursko reached before the Council Meeting was to create a subcommittee to talk everything through with all parties involved and to pick a direction for both possibilities: one without COVID and one still requiring precautions. Preiner indicated Logren was involved with the Fall Fest group last year but had indicated that she was not interested in continuing in the role. Logren clarified that she is interested in joining the described subcommittee, but not with planning the festival itself. That plan was confirmed by Wagamon, who also confirmed her interest in serving in a similar capacity. Mursko clarified that the subcommittee had been proactively created and listed further down the sheet and included both Wagamon and Logren, which was confirmed.

Preiner continued into the watershed assignments, indicating Hegland would be the primary representative for Rice Creek with Preiner serving as the alternate. Hegland also agreed to continue serving as the representative for Sunrise at monthly meetings.

Mursko presented a question to Logren regarding an EDA Branding Subcommittee and whether she felt it should be on the City Council's Organizational Chart or if it belongs on the EDA's Goals Sheet. Logren indicated she felt the Branding Committee should not be a part of the Council and instead be controlled by the EDA. The EDA Branding Subcommittee was redacted from the Organizational Chart.

**Busch motioned to approve committee assignments as discussed above and on the Organizational Chart as presented in the agenda on page 2. Seconded by Preiner. Roll call vote: Wagamon – aye; Busch – aye; Hegland – aye; Logren – aye; Preiner – aye. Motion carries.**

#### **11. Waldoch Addition Final Plat Minor Revision**

Mursko brought the Waldoch plat to the Council's attention, reminding them that the preliminary and final plats were approved. In particular, she drew their attention to a bump out at the north end of the plat, which was a remedy from the past due to a plat split involving an accessory building that happened to be over the line. More recently, the Council and title companies had been inquiring if the bump out was still necessary. Therefore, the final plat approval received an edit to remove the bump out with a straight line. Mursko requested the Council approve the minor revision so Lot 1 would have a straight property line.

**Preiner motioned to approve the Waldoch addition final plat with the minor revision as shown in the agenda packet. Seconded by Busch.**

Wagamon inquired about whether the land where the bump out came out is Waldoch property or not. Mursko said it is Waldoch property, but not part of a plat.

Busch requested a real-world reference to where the bump out was on the plat, inquiring if it was where the tractor sales building was. Mursko indicated that the bump out was even further north than that building.

Hegland inquired if the accessory building had been removed. Mursko said the building is currently there but will be removed.

**Roll call vote: Wagamon – aye; Busch – aye; Hegland – aye; Logren – aye; Preiner – aye. Motion carries.**

#### 4. STAFF & CONSULTANT REPORTS

##### 12. Engineer Report

Bittner reminded the City Council of an Open House regarding the W Freeway Drive project on 01.20.2022 from 4-6 p.m. He indicated that SRF has been working on the plan for this project and has an alignment established. He said the Public Open House is part of the public involvement process for the project and that property owners directly impacted by the project received direct invitations. A public notice was also published in the *Forest Lake Times*.

Wagamon inquired about where the open house was going to be held. Bittner said the open house would take place at the Columbus Community Center. Mursko indicated this open house would be a similar format to past occurrences, saying people can circulate through different stations and ask questions.

Bittner continued with a report that connected to the W Freeway Drive project, saying that part of the existing road lies within a MNDOT right-of-way, so in order to construct a new project the City needs to make a formal request to MNDOT to turn back a strip of its right-of-way to the City so that everything is under the City's control during the project. Bittner indicated that MNDOT has been a part of the meetings regarding this project and are expecting the request. Griffith indicated that the process can start by motion and conclude with a resolution accepting the public right of way. Therefore, Bittner requested a motion authorizing him to draft and send a letter of formal request to MNDOT on City letterhead.

**Hegland motioned to authorize the City Engineer to draft a letter for MNDOT turnback for a portion of Northwest Freeway Drive. Wagamon seconded. Roll call vote: Wagamon – aye; Busch – aye; Hegland – aye; Logren – aye; Preiner – aye. Motion carries.**

##### 13. Attorney Report

No report.

##### 14. Mayor & City Council Members' Report

Wagamon had no report.

Busch had no report.

Hegland had no report.

Logren brought up that the Council has discussed communication in the past, and that it was one of the things she talked about when she ran for election. She said she envisions communication as two-ways, meaning the Council and the constituency can exchange thoughts and ideas. She brought up that the flexibility to collect email addresses from constituents was included in the budget, as she felt it was the most immediate thing the City could do. She also reminded the Council that \$1500 has been budgeted for a mailing. With all of that in mind, she turned her attention to “Council’s Corner,” a section on the City’s website for the past year, which she doesn’t believe is the best way to communicate with the people of Columbus. She says the information that is being provided is already in the minutes, reiterated in the paper and in the City website’s “Mayor’s Message” section. Logren says she thought “Council’s Corner” was supposed to be a forum for councilmembers to put articles in when they felt they had something important to say to the people of Columbus. Logren says that she had been assigned tonight’s meeting, but is respectfully requesting to abstain from contributing to “Council’s Corner” anymore in this matter. She would be interested in participating if “Council’s Corner” began being utilized in a different manner or if she was asked to produce a specific writing, but she doesn’t feel comfortable posting doctored or politically correct minutes.

Mursko said that councilmembers are not limited to writing about the council meetings and that “Council’s Corner” was instituted to get information out to constituency. Hegland says that when she originally suggested the idea of “Council’s Corner,” minutes were not being published in a timely manner and she was hearing back from constituents about not knowing what was going on. She says that many constituents have told her that they love “Council’s Corner,” they don’t want it to stop and that they like hearing from all council members. She says the intent was for councilmembers to communicate points of interest that came before the council to constituents to let them know what is happening in more real-time. She says it wasn’t intended to be restricted to only reporting on council meetings even though that is what it has become. Hegland agreed that communication was a priority when she was elected and that the Council has done several things in addition to “Council’s Corner” to achieve that, pointing the out the well-received email list in particular as well as the mayor writing more columns for the *Forest Lake Times*. Hegland says she would not be in favor of stopping “Council’s Corner” and wishes Logren would continue to participate.

Wagamon said she agreed that meeting minutes being delayed are a problem given their importance and voiced her appreciation of Kranz creating the minutes so promptly. She also said she doesn’t think “Council’s Corner” should be eliminated, but instead be more flexible in who wants to contribute when one’s turn comes up. If the designated person doesn’t have anything to share from a meeting without anything exciting or noteworthy, then they shouldn’t have to submit anything. However, she says it’s important for people to know what’s happening in real time when things are happening or are coming up. She also said that she would like to stick with the posting schedule, but that she feels councilmembers should feel comfortable to post even if it’s not their turn.

Busch said he feels fine leaving “Council’s Corner” as is, saying each councilmember has been able to put their own spin on it and that it doesn’t have to be anything long or extravagant unless the writer wants it to be. He reminded the council that with one of his turns, he mostly wrote about a council workshop regarding Camp Three Road so constituents could know about that. He said he’d like to see Logren continue to contribute, but that if she wanted to do something different, she’d have his support. Busch inquired if “Council’s Corner” was being emailed or if it was only being emailed. Hegland confirmed that those that signed up for an emailed copy are receiving one.

Preiner asked Logren if she was OK staying on the schedule and simply abstaining when she didn't feel there was anything noteworthy. Logren clarified that she never said she didn't like "Council's Corner," but just the structure that has been created. She said she would not be participating in that structure, but if she has something she wants to say, she will.

Hegland said she was confused by what Logren meant by "reiterating the minutes." Hegland acknowledged the difficulty in writing neutrally about something from a council meeting that the author feels passionately about, especially regarding writing about something the author voted against. She said councilmembers are not obligated to write on any topic they don't want to or be disingenuous about any topic. She also said "Council's Corner" was not intended to be something constituents read instead of the meeting minutes. She said the column was a way for people to know what matters came before the council that were of interest to the public. Hegland said she also felt comfortable with the scheduled councilmember trading assignments with others if the assigned week didn't work with their schedule or they didn't feel comfortable writing about a particular topic.

Preiner had no report.

#### **15. Public Works Report**

No report.

#### **16. Public Information Coordinator Report**

Hughes reported that the City Staff had begun by-mail communications on paper this week, indicating that she and Deputy Clerk Lorie Spangler were working together on the six mailing distribution lists that the Council had agreed upon. As an example, she said the Planning Commission and Public Communications Coordinator vacancies were mailed to the appropriate mailing list and that the "Mayor's Message" would follow. "Council's Corner" would also be mailed out when the next one was received in addition to being posted to the website and being emailed to the appropriate list of approximately 73 people. Social media posts are also created referring back to the message posted to the City's website.

Hughes also reminded the Council of paperwork for the City Council and Planning Commission regarding the 01.19.2022 Residential-Zoned Business Moratorium was due by 4 p.m. tomorrow so that she had enough time to distribute it to the group.

#### **17. City Administrator's Report**

Mursko shared that she received City Accountant Bill Werner's resignation letter, saying that his final day of work had yet to be scheduled. Mursko requested a motion to accept the resignation to create a vacancy, allowing her to post a job vacancy.

**Preiner motioned to accept the resignation of City Accountant Werner so that Mursko is able to post a job opening. Seconded by Hegland.**

Busch inquired whether there would be an exit survey or interview. Mursko said that any time the City has an employee leave, the Personnel Committee or City Management speaks with them to know if they want to share why they decided to resign, and they intend to do that with Werner.

**Roll call vote: Wagamon – aye; Busch – aye; Hegland – aye; Logren – aye; Preiner – aye. Motion carries.**

**5. ANNOUNCEMENTS & REMINDERS**

**18.** City Council & Planning Commission Joint Meeting 01.19.2022 at 6 p.m.

**19.** City Council Meeting 01.26.2022 at 6:30 p.m.

**20.** Planning Commission Meeting at 02.02.2022 6:30 p.m.

**21.** Calendar of Meetings

Mursko reminded the council of the open house Bittner brought to their attention earlier in the meeting, scheduled for next Thursday, 01.20.2022 at 4-6 p.m. in the Community Center.

**6. ADJOURNMENT**

**Wagamon motioned to adjourn the meeting. Hegland seconded. Roll call vote: Wagamon – aye; Busch – aye; Hegland – aye; Logren – aye; Preiner – aye. Motion carries.**

Meeting adjourned at 7:29 p.m.

Respectfully submitted:

Connor Keith, Public Communications Coordinator

**Final Organizational Chart  
2022 CITY OF COLUMBUS**

Deputy Mayor	Janet Hegland				
Depository	Wells Fargo*				
Investments	Wells Fargo Advisors				
Legal Paper	Forest Lake Times				
Engineer	Bolton & Menk, Kevin Bittner				
Planner	Resources Strategies, Dean Johnson				
Civil Attorney	Larkin Hoffman, Bill Griffith				
Criminal Attorney	Carson, C&R, Joseph Murphy				
City Auditor	2021 Redpath				
City Assessor	Anoka County - Alex Guggenberger				
Animal Control w/ Kennel Inspect & Dangerous Dog Addendum	North Metro Animal Care & Control, Mark Anderson				
City Council Workshop Meetings	See schedule - Tuesday 5:30 pm				
Data Practices (Responsible Authority)	Assistant to City Administrator				
Data Practices (Compliance Official)	City Administrator				
Petty Cash Custodian	Deputy Treasurer				
<b>Planning Commission Members:</b>	<b>YEAR TERM ENDS</b>				
Robert Berens	2024				
Barbara Bobik	2025				
Vacant	2025				
Kris King	2023				
Ron Hanegraaf (2021 Chairman)	2023				
<b>Park Board:</b>					
Brad Norling	2023				
Kris King	2024				
Andrea Messina	2025				
Mark Daly (2022 Chairman)	2025				
Bob Bodene	2023				
<b>Public Works Advisory Board:</b>					
Paul Peskar					
Mike Boland					
Jerry Auge					
Dan Mike					
Lloyd Rehbein					
Dave Schueler (Chairman)					
Russ McPherson					
<b>Forest Lake Cable Commission:</b>					
Doug Wood					
*City Check Signers: Jesse Preiner, Sue Wagamon, Shelly Logren & Elizabeth Mursko					

**Final Organizational Chart  
2022 CITY OF COLUMBUS**

<b>City Council Committee Assignments</b>					
	Jesse	Rob	Sue	Shelly	Janet
	<b>J-F-M</b>	<b>A-M</b>	<b>J-J</b>	<b>A-S</b>	<b>O-N-D</b>
<b>Property Owner Liaison - Complaints (Rotating)</b>	<b>M</b>	<b>M</b>	<b>M</b>	<b>M</b>	<b>M</b>
Issues in the office	<b>M</b>				<b>M</b>
<b>Joint Fire Board (3-4 Meetings)</b>					
	<b>M</b>	<b>M</b>			
<b>Personnel Committee (Mtgs as needed)</b>					
	<b>M</b>		<b>A</b>		<b>M</b>
<b>Park Board (Attendance as requested)</b>					
					<b>R</b>
<b>Public Works Advisory Board (Mtgs. as needed)</b>					
	<b>M</b>	<b>A</b>			
<b>Met Council (As Needed)</b>					
	<b>M</b>				
<b>FLCC - Cable TV (Semi-Monthly)</b>					
			<b>M</b>	<b>A</b>	
<b>Fall Fest City Committee</b>					
<b>Watersheds:</b>					
Rice Creek	<b>A</b>				<b>M</b>
Coon Creek					
Sunrise (Monthly Meetings):					<b>M</b>
At Large Member: Tim Melchoir					
<b>Other Task Committees:</b>					
<b>City "Gathering" Sub-Committee</b>					
			<b>M</b>	<b>M</b>	
M = Primary Representative					
A = Alternate Representative					

January 10, 2022

Elizabeth Mursko, City Administrator  
Mayor & City Council Members  
City of Columbus  
16319 Kettle River Boulevard  
Columbus, MN 55025

RE: City Engineering Services Extension

Dear Elizabeth, Mayor & City Council Members:

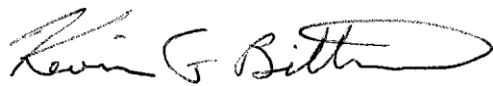
As a firm and as your City Engineer representative, we are pleased to provide the City of Columbus the continuation of our services under the Agreement for Professional Services for Consulting City Engineering Services, as approved on January 22, 2020. This will be year three of the original three-year agreement, so no further contractual action is required on our part.

The year 2021 was an exciting year as projects were completed on Hornsby Street and Furman Street. Numerous development projects were reviewed, including the Waldoch Addition, Love's Travel Plaza, EcoFun Sports and St. Clair Lakes. The strong development activity will continue as these projects get underway and/or will be completed during the year, along with additional projects not mentioned but currently under review. It will be another exciting year for the City.

I am looking forward to the year ahead and continuing the efforts to maintain and enhance Columbus as great place to live, work and play.

Sincerely,

**Bolton & Menk, Inc.**

A handwritten signature in black ink, appearing to read "Kevin F. Bittner". The signature is fluid and cursive, with a large loop at the end.

**Kevin F. Bittner, P.E.**  
Principal Engineer/Columbus City Engineer

December 15, 2021

Ms. Elizabeth Mursko  
City Administrator  
City of Columbus  
16319 Kettle River Boulevard  
Columbus, MN 55025

**Via Email**  
**cityadministrator@ci.columbus.mn.us**

Re: 2022 Billing Rates for the City of Columbus Files

Dear Elizabeth:

Our firm has approved the standard billing rates listed on the chart below for the year 2022. We have also listed below our municipal and development rates which are discounted below our standard rates. As in the past, the municipal rates will be applied to all matters for the City of Columbus (file #22,274) and the Columbus EDA (file #34,163) for the year 2022, with the exception of land development matters billed on file number 22, 274-04. The land development matters (04) will be charged at the rates listed in the last column on the chart.

We will bill the general retainer file (00) at the monthly rate of \$5,000.

<u>Name</u>	<u>2022 Standard Rate</u>	<u>Municipal Client Exception Rate</u>	<u>Matter 04 –Land Development Rate</u>
William C. Griffith	\$550.00	\$425.00	\$475.00
Brandi Kerber	\$425.00	\$350.00	\$425.00
Jacob W. Steen	\$350.00	\$300.00	\$350.00
Megan C. Rogers	\$305.00	\$295.00	\$305.00
Charlotte Tietze	\$150.00	\$150.00	\$150.00
Timothy A. Rye	\$350.00	\$315.00	\$350.00

Thank you Elizabeth and please do not hesitate to contact me should you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "W.C. Griffith".

William C. Griffith, for  
Larkin Hoffman

Direct Dial: 952-896-3290

Direct Fax: 952-842-1729

Email: [wgriffith@larkinhoffman.com](mailto:wgriffith@larkinhoffman.com)

cc: Brandi S. Kerber  
Jacob W. Steen  
Megan C. Rogers  
Timothy A. Rye  
Charlotte Tietze  
David May  
Rachelle Oreskovich

4861-7636-0452, v. 1

# Forest Lake Times



234 S Main Street, Cambridge, MN 55008 | 763-691-6001 [publicnotice@apgecm.com](mailto:publicnotice@apgecm.com)

December 1, 2021

Elizabeth Mursko  
City of Columbus  
16319 Kettle River Blvd NE  
Forest Lake, MN 55025

Dear Ms. Mursko and City County Members,

The **Forest Lake Times** would like to bid for legal printing status as the designated Official Newspaper for the City of Columbus. The **Forest Lake Times** is qualified by the State of Minnesota as a Legal Newspaper under Minnesota Statutes Section 331A.02, subdivision 1.

The bid to publish legal notices in the **Forest Lake Times** for the year 2022 will be \$5.30 per column inch with 7 point type and 9 lines per inch, the same rate as the current contract. The notices will also be posted on our website, [www.forestlaketimes.com](http://www.forestlaketimes.com) for all to view for free and at no charge to the city. *All notices will also be published in the St. Croix Valley Peach at no additional charge.*

We would prefer legal notices emailed to [publicnotice@apgecm.com](mailto:publicnotice@apgecm.com). For notices that are faxed or mailed to us, we will add a \$20 typesetting charge. The deadline is 3:00 Monday for Thursday's edition, early deadlines apply during a holiday week. One affidavit will be provided to you at no cost.

We appreciate the longstanding relationship the **Forest Lake Times** has had with City of Columbus and we look forward to continuing to serve the residents of Columbus.

Sincerely,

A handwritten signature in black ink that reads 'Tonya Orbeck'. The signature is fluid and cursive.

Tonya Orbeck

Public Notice Department Manager  
ECM Publishers, Inc. /Adams Publishing Group

**RECEIVED**

DEC 29 2021

**City of Columbus**

Columbus City Council

December 29, 2021

To Whom it May Concern,

Please accept this letter as documentation of my continued interest to serve on the park board.

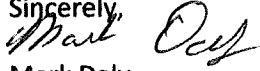
Thank You,

**Andrea Messina**

To the city of Columbus,

I Mark Daly would like to be re-appointed to my position to serve on the Columbus park board for a nother term.

Sincerely,



Mark Daly

11-18-21