



PARK & RECREATION COMMISSION APRIL 24, 2024

City Hall—Shared Vision Room, 3989 Central Ave NE
Wednesday, April 24, 2024
6:00 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 Meeting at columbiaheightsmn.gov/joinameeting: ID 232 366 062 314, Passcode zhKGrE. For questions please call the Recreation Department at 763-706-3730.

CALL TO ORDER/ROLL CALL/STATUS OF MEMBERSHIP

1. Oath of Office.

Re-Appointment Commissioner Eisenbise.

Appointment of Commissioner Perez Umphress and Commissioner Metzger.

2. Orientation Information and Refresher.

3. Annual Election of Commission Officers.

COMMUNITY FORUM: At this time, individuals may address the Park and Recreation Commission about any item not included on the regular agenda. All speakers need to state their name and connection to Columbia Heights, and limit their comments to five (5) minutes. Those in attendance virtually should send this information in the chat function to the moderator. The Board will listen to brief remarks, ask clarifying questions, and if needed, request staff to follow up or direct the matter to be added to an upcoming agenda.

CONSENT AGENDA

(These items are considered to be routine by the Park & Recreation Commission and will be enacted as part of the Consent Agenda by one motion.)

4. Approval March 27, 2024 Park & Recreation Commission Minutes

5. Approval Payment of Bills - Parks March 2024

6. Approval Payment of Bills - John P Murzyn Hall March 2024

LETTERS AND REQUESTS

7. Letter of request to waive the rental fee for the Event Wagon on Sept 21, 2024 for the HeightsNEXT Pride Festival. A letter of request is attached.

OLD BUSINESS

8. Park Development Plan Discussion - Staff will continue to lead the discussion and review of the Park Development Plan.

NEW BUSINESS

REPORTS

Recreation Director

Public Works Director/City Engineer

Commission Members

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.

OATH OF OFFICE

State of Minnesota)

ss.

County of Anoka)

I, Teresa Eisenbise, do solemnly swear that I will support the Constitution of the United States, and of the State of Minnesota, and discharge faithfully the duties devolved upon me as a Park and Recreation Commission member of the City of Columbia Heights, to the best of my judgment and ability.

Teresa Eisenbise

Subscribed and sworn to before me this 24th day of April, 2024

Deanna Saefke

OATH OF OFFICE

State of Minnesota)

ss.

County of Anoka)

I, Priscilla Perez Umphress, do solemnly swear that I will support the Constitution of the United States, and of the State of Minnesota, and discharge faithfully the duties devolved upon me as a Park and Recreation Commission member of the City of Columbia Heights, to the best of my judgment and ability.

Priscilla Perez Umphress

Subscribed and sworn to before me this 24th day of April, 2024

Deanna Saefke

OATH OF OFFICE

State of Minnesota)

ss.

County of Anoka)

I, Avery Metzger, do solemnly swear that I will support the Constitution of the United States, and of the State of Minnesota, and discharge faithfully the duties devolved upon me as a Park and Recreation Commission member of the City of Columbia Heights, to the best of my judgment and ability.

Avery Metzger

Subscribed and sworn to before me this 24th day of April, 2024

Deanna Saefer



2024 PARK AND RECREATION COMMISSION

CITY ORGANIZATION

- Incorporated in 1921 as a Home Rule Charter City
- Weak Mayor- Council Organization
- City Manager



CITY DEPARTMENTS & SERVICES

- Administration
 - Public Information and Records
 - Council Support
 - Human Resources
 - Communication
 - Elections
- Finance
 - Disbursements, receipts and billing
 - Payroll
 - Financial Reporting
 - Budgeting
 - Liquor Operations
- Community Development
 - Planning and Zoning
 - Economic Development
 - Building Inspections
- Public Works
 - Streets and Parks
 - Utilities
 - Public Improvement
- IT (Information and Technology)
 - Computer Networks, Telephone System, etc.
- Police
 - Public Safety and Policing
 - Community Oriented Policing
 - Crime Prevention
- Fire
 - Fire and Emergency Response
 - Emergency Management
 - Commercial Inspections
 - Rental Licensing
 - Property Maintenance
- Library
 - Public Library Services
 - Adult Enrichment Programming
 - Children Enrichment Programming
 - Public Computer Use
- Recreation
 - Murzyn Hall Management
 - Youth Sports and Enrichment Programming
 - Senior Fitness and Enrichment Programming
 - Adult and Family Sports and Enrichment Programming



MAYOR & CITY COUNCIL



Rachel James, Councilmember
2024 Charter Commission Liaison



Amáda Márquez Simula, Mayor
2024 Park and Rec and Youth Commission Liaison



Kt Jacobs, Councilmember



Connie Buesgens, Council President
2024 Planning Commission and Sustainability Liaison



Justice Spriggs, Councilmember
2024 Library Board Liaison

CITY MISSION

Columbia Heights is a vibrant, healthy and connected City. We are here to actively support the community, deliver equitable services, build and strengthen connections, improve upon our past, and uphold our successes. We strive to be better and ensure Columbia Heights is a great place for everyone, today and in the future.



SHORT TERM GOALS

1. Develop architectural and financial plan for replacement of the Public Works building, especially as it relates to other priorities (before structural failure)
2. Update Parks Master Plan, develop financing plan, and establish interactive communications about the plans with the community
3. Develop Murzyn Hall renovation plan or identify an alternative new community center plan
4. Prepare long-term, comprehensive plans for single family homes transitioning to rental, including increased tenant/renter protections and new rental licensing program (following moratorium)
5. Update the five-year Capital Improvement Plan (CIP) focusing on long term maintenance and replacement of existing facilities
6. Finalize plans for Central Avenue improvements
7. Establish/Re-Establish the City Art Commission and invest in Public Art
8. Find external grants and evaluate establishing a city grant program for Naturally Occurring Affordable Housing (NOAH) properties
9. Develop a formal process to review goals, develop a system of accountability, and communicate with the public regarding the City Council's goals and strategic plan
10. Build End-to-End communications infrastructure for City buildings and sites
11. Educate staff and elected officials on National Incident Management System (NIMS)
12. Develop and implement integrated online services
13. Complete 43rd and Central PUD approval and initiate construction
14. Improve and expand code enforcement, evaluate point-of-sale program
15. Continue working towards creating a City workforce that accurately represents the community
16. Establish centralized translation services for all departments and provide language support services at all public meetings
17. Strengthen brand awareness across projects, activities, goals, and at the liquor store



PURPOSE OF BOARDS AND COMMISSIONS

- Advise and make recommendations to City Council to inform its decisions.

Duties include:

- Gather citizen input;
- Promote and inform;
- Explore alternatives; and
- Weigh in on proposed policy and provide input.



PARK AND RECREATION COMMISSION

- Meetings: Fourth Wednesday of the month at 6:00 pm.
- Agendas and related materials distributed 3 days in advance.
- All items for consideration must be submitted in writing 10 days in advance with contact info of submitter.
- 7 members plus non-voting Council Liaison. Members are appointed to three-year terms by Council.
- Quorum is 4 members.
- Officers: Chair, Vice-Chair elected annually.



CITY CODE: PARK AND REC COMMISSION

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



CITY CODE: PARK AND REC COMMISSION

- The Commission shall conduct and supervise recreation services and programs for public recreation in its broadest sense, including playgrounds, parks, playfields, swimming pools, beaches, camps, indoor recreation centers, and any and all other recreation activities.
- The Park and Recreation Commission shall have the power to make expenditures from funds so authorized and budgeted by the Council and approved by the City Manager; provided, however, that no single expenditure shall be made in an amount in excess of that authorized by City Charter.
- The Park and Recreation Commission may authorize the issuance of permits for otherwise prohibited activities to allow the holders thereof to:
 - (a) Remain in the parks or on the parkways, lakes or waterways during otherwise prohibited hours;
 - (b) Post notices;
 - (c) Park vehicles in otherwise unauthorized areas;
 - (d) Aquaplane or water ski in otherwise prohibited areas;
 - (e) Distribute circulars or cards;
 - (f) Sell refreshments or other articles;
 - (g) Bring a dog into the park for the purpose of conducting dogshows or exhibitions held under the direction of the Commission;
 - (h) Conduct shows of entertainment or exhibitions;
 - (i) Conduct public meetings or public speeches upon a showing to the Commission that the health and safety of those in attendance will be properly safeguarded; and
 - (j) Have fires on the ice of any lake under the jurisdiction of the Commission upon showing of compliance with regulations established by the Commission for the safety of said heaters.



CITY CODE: PARK AND REC COMMISSION

- The Park and Recreation Commission shall have the authority to revoke for good cause, any permit issued either by the Commission or the designated city employee, but (except upon conviction by court) the person whose permit is subject to be revoked shall have at least five days' notice thereof in writing and the opportunity to appear before the Commission, or a committee thereof, to show cause why this permit should not be revoked.
- The Commission and the Recreation Director shall have authority to suspend any coach, referee or other person when it is for the good of the recreation program. Such suspension may be appealed to the full Commission if requested in writing within five days to the City Manager. If not appealed within five days, the suspension shall stand. If appealed, the Commission shall meet to let the suspended individual be heard. Thereafter, the Commission shall make a finding. Such finding is final.
- The Commission is empowered and authorized to solicit and receive gifts, bequests, or endowments of money or property as donations or grants from persons, firms or corporations including governmental agencies and to administer the funds for public park and recreation purposes subject to City Charter and city policy.



MEMBER DUTIES

Attendance Requirements:

- Attend meetings. Whenever possible, please notify your staff liaison if you will be absent so a quorum can be assured.
- Notification to City Council will occur if you miss three or more meetings during a year.
- Review meeting agenda and packet.
- Must vote on all actions (unless conflict of interest).

Effective Members:

- Recognize that serving the community as a whole is the priority.
- Advocate and inform.
- Are proactive.
- Compromise and work as a team.
- Do not let personal feelings impact judgment.



STAFF SUPPORT

- Develops and posts agendas, minutes, and support materials to the website.
- Resource on City policies and procedures.
- Helps the commission stay within scope.
- Provides technical assistance and prepares background memos.
- Keeps attendance and takes minutes.
- Meeting setup and coordination.
- Notifies interested parties of meeting changes.
- Does not work “for” or at the direction of the board.



ROLE OF COUNCIL LIAISON

- Link between Commission and City Council
 - Helps increase Council familiarity of Board
 - Communicates topics that City Council would like discussed
- Non-voting and generally do not actively participate



ROLE OF COMMISSION CHAIR

- Preside over all meetings.
- Maintain control and order at the meeting.
- Find ways to engage members.
- Encourage a positive tone.



HOW A MEETING IS RUN

1. Commission Chair states the item.
2. Staff member provides overview and background information.
3. Members ask questions and make comments.
4. Item is opened for comment to the public if it is a public hearing.
5. If a public hearing, public hearing is closed after those who wish to speak have and there is another opportunity for member comments and questions.
6. Once discussion has concluded, the board chair will ask for a motion based on the general consensus during the discussion.
7. One member will make a motion and if another agrees they will second.
8. If a motion is made and seconded a vote is made.
9. Motion passes or fails. Additional motions may be proposed.



OPEN MEETING LAW

- Gathering of a quorum or more of a public body where the public body discusses, decides, or receives information on issues relating to official business
- Chance or social gatherings are okay
- Proper notice
 - At least 3 days in advance
 - Date, Time, Place, Purpose (Agenda)
- Open to the public
- Be careful of serial meetings
 - $A \rightarrow B$ and $A \rightarrow C$
 - $A \rightarrow B$ and $B \rightarrow C$



WEBSITE





Park & Recreation Commission Minutes of the Meeting
Senior Center, John P Murzyn Hall 530 Mill St NE
March 27, 2024

Call to Order/Roll Call

Andrew Macko called the meeting to order at 6:02 pm

Members present: Teresa Eisenbise, Taher Harzallah, Andrew Macko, Andrea Ostergaard, Nicole Peterson

Staff present: David Cullen, Public Works Interim Director; Keith Windschitl, Recreation Director; Deanna Saefke, Recreation Secretary

Community Forum

Columbia Heights High School Soccer Coach Hector Leon spoke about the need for soccer fields in the city. Leon is a coach for the traveling soccer program, Strikers, a nonprofit club soccer program. This costs \$40 per month per student. Leon indicated that the school district has been very good about letting this program meet in their facility because Leon is an employee of the district. He stated there is a lack of full size soccer fields outside in the city. For the past four years the President of the Strikers program has been servicing grades Kindergarten through 5th. The Middle School coach has forty 8th graders playing, and a few 6th graders but not many 7th graders. Leon is trying to bring traveling soccer for the High School ages into Columbia Heights. The city has rented the fields to the Strikers program in the past. They are hoping to partner with the city moving forward to make it more of a category 1 sponsored program. That would hopefully provide more space availability that the city has. The group has been practicing in Blaine from November to April, and then from April to July the space is limited and that is what the club is looking to try to foster. For boys soccer they had tryouts last weekend with about 50 kids for the U16 team and the 18/19 team. Harzallah asked if the biggest obstacle is lack of space to play. Leon replied yes a lack of a concrete, designated space. If the schools sets up goals that field will be used by anybody and everybody all day, every day. There isn't even a conversation currently about having a designated or rentable space.

Eisenbise asked if they want outdoor or indoor. Leon replied both. They have been using the gym at Columbia Academy but the big goal is to keep this affordable for students. At \$40 per month this covers the coaches and insurance. Actually the program has been paying to rent the gym and will hopefully switch to be able to pay the coaches by moving into a category 1. They could use the city side of the gym for free. Other than the High School there isn't a full-size soccer field. Macko iterated the Strikers are looking for an outdoor soccer field that is going to be designated for their group and would be a soccer field at all times. Leon replied yes and no and they do not mind sharing. He doesn't want to kick out other sports. He would like to see a space for soccer to have room to prosper. Peterson stated she feels there is enough demand to have a designated soccer space if it can work. Ostergaard asked if the field space behind Valley View and Columbia Academy is used year-round. Leon replied it is used during the warmer months and rented through the school district. A rugby team also uses the field. Ostergaard mentioned the principal at Valley View was talking about having the traveling soccer program for the younger kids using that field. The principal stated the field is hardly used. She doesn't understand the disconnect if the field is underutilized by the school and the principal is talking to her as a Commissioner to get the field better utilized. Leon indicated that he has discussed this with various school district staff and it seems

like no one knows who is in charge of the field or the soccer goals. Cullen asked how this group can help. Leon replied the biggest thing is the category 1 conversation much like the Freights softball program that is sanctioned by the city or the school and would be able to use the field for free. The next item would be a conversation between what the school needs are and what the city needs are for space and programming. Windschitl asked with the fifty kids trying out this past weekend, how many make the team. Leon replied they can roster 20 kids at a tournament, and they can keep a total of 40 kids with the reserves. The remaining 10 kids could stay in the program with a reduced cost or they try to get kids into a free program in Minneapolis called Futsol Society. If there were more coaches he could easily see another team at 14, 15, 16, and 18. They advertised for a week and got 50 kids for the tryouts. Leon stated the Strikers Club has also worked with the CH Athletic Boosters to fundraise for kids that cannot pay the \$40 each month on their own. Windschitl clarified the Strikers Club plays the leagues in the Minnesota Youth Soccer Association MYSA. Leon replied yes. Windschitl replied that is an expensive scenario all around for league play and insurance per player. He asked what Leon sees as the cities role in this whole process. Leon replied evaluating and implementing where the city wants to have its priorities. He indicated space, if there is a high demand for soccer, what does the city want to commit to that. To have a field for anyone in the community would be the first step. Harzallah indicated that if they want to host tournaments for that many people you would need at least two fields. Windschitl indicated both would need to be full size regulation fields. Leon replied hosting a tournament is way out in the future. If there is one field the Strikers can rent for practice two days a week, that is great and then it can be open to the community or other groups can rent it on other days. He sees the Strikers programing filling the role of the older players. The city recreation covers K-5th grades and that is great. There is a hole in opportunities for the older students. If becoming a category one program that would make it easier for students to pay when there is free gym space for practices. Windschitl replied that is how the Hylander Center is run, it is open when the school custodians are on duty. Boys basketball just ended their season and now programming for girls softball, women's basketball, volleyball, and futsal will be happening at the Hylander Center. Ostergaard asked when the city side is closed and the school side is open are their different staff. Windschitl replied that could happen, not often, where something is scheduled in the school side but the timing is off from the rec programs. This also could happen in the reverse way too. There used to be a lot of open gym times on Saturdays and the school side would be empty so we would ask to use their gym at times to accommodate more groups. The city and the school district have had a great relationship with facilities, in that we both share. Windschitl indicated the school requires a facility supervisor when programs are in the gym so we staff people to monitor the facility while the door is unlocked. A custodian is the ultimate requirement to be allowed into the facility.

Harzallah asked when the outdoor season is for the Strikers. Leon replied the league is from April through June and in July is the USA Cup. There are other tournament options available. Harzallah asked if the rec soccer fields are setup for the summer. Windschitl replied yes, they are setup in the late summer. Macko asked how big the field is. Leon stated it is slightly bigger than a football field. Windschitl replied the soccer field at Huset East is really setup for the fall program and used by Immaculate Conception Schools as the rec program has not had a group that plays on a full size field in recent years. That field used to be for football and soccer during the same timeframe. The problem with that field being setup in the summer time is that three other athletic fields come into contact with that area. The baseball field and two coach pitch fields will play into that larger field area. Harzallah asked how many total baseball/softball fields are in the city in all of the parks. Windschitl replied it depends on what size field you are talking about. T-Ball fields for example are at McKenna, Keyes, Huset Park has two. Frequently all of those are used during the season. As far as the girls softball fields there is one at Huset 3, Ramsdell, and Keyes Park. The two adult fields are Prestemon Park and Huset 5. Ostergaard asked what making the fields ready for Immaculate Conception means. Windschitl replied this was setup long before he started working here. Ostergaard asked if they have leagues. Windschitl replied yes they have soccer teams and do not have any fields. Ostergaard asked if they pay for the service. Windschitl indicated there is no monetary

compensation. Ostergaard stated the field is otherwise unused and is in between the softball fields. Windschitl stated it uses up three ballfield outfields. As Leon mentioned wherever this full size field is put it will be utilized a lot and not just by Columbia Heights people. There are leagues using Huset Park on the weekends that have never reserved the field with the City. Even the Strikers program tried to get our rec soccer program to move from the field last year. We obviously don't have enough soccer fields. He doesn't know where we would put more fields. Gauvitte Park has parking issues. It does have enough open space, especially if the hockey rink is removed. Cullen indicated he was asked about removing the hockey rink a year or two ago and looked into it. The open space is close to the desired size. The rink could be removed. Gauvitte Park does have future plans being the lowest park in the city, to turn that park into a storm water treatment area. There is no timeline on that right now. Leon replied a full size soccer field could fit in that space. Yes parking is a concern but players will park where needed to get to a field. Peterson indicated the field is unusable at time with heavy rain. Windschitl replied all of our fields have drains in the middle of them and none of our parks have irrigation. When a field space was offered to the Fridley Heights Soccer Program they realized the conditions of the field were not great or supplied consistent play. Cullen indicated with no irrigation staff try to move the goals around in the field so that people are not running over the same section constantly. At Gauvitte that would be hard to do. Leon indicated this is a good problem to have in there is a high demand for soccer fields. Cullen indicated that part of what this Commission is doing is to work on the park development plans; what are the current and future needs in the city and what does that look like. We can do what we can for now, but Leon would be a good person to stay in contact with for the future when we are talking about redeveloping our parks. We are actively working towards a master plan now. Leon offered his help as a resident and coach for the future plans. Ostergaard indicated the Commission should plan to address this need sooner rather than later. There is something with the Hylander Center that can be done since there are other programs like softball with a lot of investment into it using the gym. There is a demand for soccer and has a lesser need for equipment but just needs space. There should be a similar level of attention to soccer as other sports. At a baseline she feels we should evaluate the needs and what is really available to offer to the program. This group has a desire to use space, is doing good things for the youth in our community and is heavily engaged. Ostergaard indicated she will investigate the field use at Valley View. Windschitl replied one immediate solution might be to use the practice field behind Highland Elementary. It is not a fenced field so there will be other groups using that space if there are goals out. Due to the lack of irrigation he doesn't feel that field will be able to sustain the amount of use that it will have and maybe that is a reason the school doesn't put goals there. Ostergaard replied it feels weird to say we don't want our youth to have organized activities because we don't want the grass to be ruined. Windschitl replied it will not just be used for youth either. Peterson replied playing on dirt isn't a problem and it would show that there is a need to go out for funding to provide more usable field space. Harzallah replied it is clear there should be a temporary fix while future plans are being developed. He asked what can be put into practice in the short term that can mitigate this problem so we can give people access to fields. Cullen replied staff can definitely look into that. Peterson asked if there is anything that can be done to mitigate parking issues. Cullen replied there is a small lot at Gauvitte with eighteen spots, and a public road is a public road. Windschitl replied a field could be put in on the east end of Huset Park East. It could be offset so it is not overlapping the same area as the youth. Peterson replied if the Strikers program could only get one field a full size would be the desire, but if all the city can manage to provide is a youth field someone will be very happy to use that now. Leon replied yes a full size would be ideal but even a half size for adult and older youth league play. This size would be used by kids and a half field game for adults. Turf conditions will always be a concern for coaches and will be tough to control until a schedule is established for all users. Macko recapped we are looking at where in the city will be the best place to have the ability to get a soccer field up and running. To have it open to the public. Also, look into other field areas such as behind Highland or Valley View Elementary. Then to get the Strikers Club into a Category 1 program. Leon indicated that will be a further discussion with Windschitl and Jake at the school district. Harzallah replied this is not the first discussion about soccer but gives direction.

Consent Agenda

Eisenbise asked about the park finances, the graffiti be gone purchase; is there a lot of graffiti on government buildings. Cullen replied it comes in spurts. It can be on sidewalks, the street, buildings or even playground equipment. Eisenbise asked what the local travel expense is for. Cullen replied it is dedicated when city employees are sent anywhere outside of Columbia Heights for trainings this funding is for meal expenses or even overnight stay. Eisenbise asked how the out of town line item is different than local travel expenses. Windschitl replied it could easily be put in the wrong category and some of the line items are reflected more in overall budgets and many individual line items have been combined. It is also the perception of the person entering the bill. In the end it is the overall department budget. Saefke indicated many of the individual budget categories have been combined but yet there are still separate line items. Just because it is taken out of one line item doesn't mean it isn't take out of the same overall budget category. Cullen indicated he is trying to work with the finance department to clarify all of the budget categories. It is a work in progress. Windschitl replied staff work more with each department budget than the individual lines items. Eisenbise asked if the directors of the departments create the budgets and the city council approves them. Windschitl replied yes. Staff start next month to create the budget for next year. It first gets presented to the city manager and then city council for final approval. Ostergaard indicated it would be nice for the commission to review the proposed budget before it is approved. Windschitl replied that could be done. On the recreation budget it has not changed a whole lot from year to year. The only items that change are what is told to staff by the finance or IT departments when there are equipment needs or staff salaries to increase. Ostergaard indicated it might be useful for the Commission to make sure things like money for increased programing or staffing are included in future budgets. There might be places where the members can help to apply pressure to get more money in the budget or be able to have a voice to show the city council what the needs are of the community.

Motion by Eisenbise, second by Ostergaard, to approve the consent agenda. Upon vote: All ayes. **Motion Carried.**

Letters and Requests

None at this time.

Old Business

Park Improvement Discussion.

Cullen indicated Hansen will be presenting a power point of old plans and new plans for park development. He reported the grant was approved for the multiuse sport court. More than likely it will be at Sullivan Park. Commission members were excited and congratulated staff. Cullen indicated there are a series of steps to figure out. This is the larger sport court where outdoor class sessions can be held, the other side is the workout stations, and there will be the public mural component. Windschitl asked if the court side will be open and how large is it. Cullen replied it is an open area. Staff are waiting to hear back on some DNR grant funding for the removal of the tennis courts or in-kind matches. Windschitl reported he received a concerned call from a citizen today regarding the group that uses the tennis court for volleyball. Cullen indicated the tennis courts will be removed, the question right now is who will be removing it. The sport court will not go in until 2025. The area will also have potential changes with the sale of the old Medtronic site.

Cullen referred to the draft version of the Park Development Plan. He informed the commission that staff will write the plan and then the commission will go over it for comments, reviews and recommendations. This is time set aside during the regular meeting to go over this plan together. He is using the framework of the 1996 plan and updating it with notes and comments. Eisenbise commented that it would be nice to have a separate

working session devoted to this plan. Ostergaard replied it is very confusing on how anyone is supposed to get work accomplished if you can never meet separately. She contacted the League of MN Cities and was told we could establish a one time task force for the purpose of updating the Park Development Plan. Cullen replied we will talk with the City Clerk and see what we are allowed to do. He attached his changes to the preface and introduction for the review of the commission. Members replied they are good comments. Cullen indicated other good examples of park improvement plans can be seen at the city of Burnsville, Minneapolis, and Fridley. Peterson stated it is good to see this document getting reviewed and refreshed because it is a different time than in 1996. She feels under sustainability there needs to be environmental sustainability to an extent. This was not thought about in the same way in 1996 as it is today. This may be reduction of water use or just tying in the mention that it will be a consideration as improvements are made. Macko restated that staff will look into the open meeting laws and report back to the commission on how they can plan additional time to work on the Park Redevelopment Plan outside of the regular monthly meetings. Cullen replied this Park Improvement Plan gives direction for what the Master Plan looks like. In his experience it is best to keep the topics more broad. One interesting point is defining the role of the commission members because they are the voice of the public and making sure the parks system is reflecting what is needed now. He would like to keep working on the review for the next meeting.

Cullen reported on Thursday April 11th from 5-7pm there will be a City Services Expo at City Hall and would like to see commission members there to provide some community engagement. Ostergaard suggested having a dotmocracy survey to get interaction with the public. Windschitl replied that was done to determine the features that the public wanted to see at the splash pad. Ostergaard asked if multiple members are at the Expo does something need to be posted about that in terms of open meeting laws. Saefke replied City Clerk Ion does that for any city event where there could be a quorum and indicates this is not a meeting, there will be no official business or voting on any items. Ostergaard asked if other commissions will be there. Windschitl replied every city department will be represented and not sure about what other commissions or boards will be there.

Ostergaard indicated it might be useful in this process to know about the partnerships that have been established with the city and other community entities. Like having Immaculate Conception Schools use our fields, or understanding the relationship with the Lions Club. Is there a give and take between the groups or how do the relationships work. Should we deepen a relationship or even cut ties with some. Saefke replied in regards to the use of John P Murzyn Hall there is a give and take with meetings and donations between some groups. There are also civic groups like Girl Scouts or Toastmasters that meet here. Windschitl replied yes there are various civic groups like scouts or blood mobile that involve residents and benefit the community. This has been a question in the past if the city council wants this building to make money or remain open to community civic groups. At the time they were in agreement to keep it open to civic groups. Ostergaard replied it is useful to just know who some of those groups are.

New Business

None at this time.

Reports

A. Recreation Director

Windschitl indicated that he likes to give an overview from time to time for newer members on what activities and programs happen in the Recreation Department. The new Senior Coordinator has done a fantastic job with the Active Ageds program and they have been doing a lot of different programs and trips with the city van. She takes them to lunches and various tours. Participants have been very happy. The Bunny Disco Easter event was very successful and was held inside Murzyn Hall. The boys basketball league had a great year. This is one of the

first years that we haven't had behavior issues with either coaches or parents. All the teams did great this season and one team even finished first place.

Windschitl revisited the programs that use the Hylander Center. The recreation program does offer recreational soccer programs and they do use the gym for family soccer, and futsal. Typically the rec programs have been geared towards skill building and fundamentals. Even the girls softball program can be in competitive leagues but we never turn any students away from being in our programs.

The HVAC air conditioner was repaired and has already run with no problems. The new company, Northand Refrigeration, has a technician who has previously worked on our facility with a different company. That tech has already fixed a number of things in the building that have not been working correctly for years. Windschitl hopes to work with him more to fine tune things to work more efficiently in this building.

Windschitl thanked Nicole Peterson for her service on the Commission as this was her last meeting. He stated we appreciated her commitment and look forward to working with her again on future projects.

B. Public Works Director

Cullen reported staff responded to the recent weather conditions with plowing and snow removal. For staffing there are two parks positions and one streets position open for fulltime positions. The seasonal positions are also posted on the city website and League of MN Cities. They are also looking for another full-time mechanic.

C. Commission Members

Eisenbise invited everyone to the Valleyview Elementary Carnival event. The Recreation Department will have a table at the event. Saefke indicated we try to represent the department at all of those school events. Ostergaard indicated it is Friday April 19th from 5-7pm and is very well attended.

Greenhalgh adjourned the meeting at 7:46 pm.
Deanna Saefke, Recreation Secretary

Parks GL ACTIVITY REPORT FOR CITY OF COLUMBIA HEIGHTS					
TRANSACTIONS FROM 03/01/2024 TO 03/31/2024					
Date	Description	Reference #	Debits	Credits	Balance
Fund 101 GENERAL					
Department 5200 PARKS					
03/01/2024	101.5200.42000 OFFICE SUPPLIES	BEG. BALANCE			0.00
03/14/2024	INNOVATIVE OFFICE SOLUTIONS LLC	SO-4354648	93.58		93.58
	TONER,INK,HGHLGTRS,GLUE,MRKRS,PENS,FLDRS				
03/31/2024	101.5200.42000	END BALANCE	93.58	0.00	93.58
03/01/2024	101.5200.42010 MINOR EQUIPMENT	BEG. BALANCE			319.99
03/31/2024	101.5200.42010	END BALANCE	0.00	0.00	319.99
03/01/2024	101.5200.42160 MAINT & CONSTRUCTION MA	BEG. BALANCE			0.00
03/20/2024	WHEELER LUMBER LLC	1235-046762	1,688.00		1,688.00
	LUMBER				
03/31/2024	101.5200.42160	END BALANCE	1,688.00	0.00	1,688.00
03/01/2024	101.5200.42161 CHEMICALS	BEG. BALANCE			1,951.00
03/31/2024	101.5200.42161	END BALANCE	0.00	0.00	1,951.00
03/01/2024	101.5200.42171 GENERAL SUPPLIES	BEG. BALANCE			1,485.28
03/06/2024	BUILDING FASTENERS INC	10348709-00	125.13		1,610.41
	FASTENERS				
03/06/2024	MENARDS CASHWAY LUMBER-FRIDLEY	5509	15.69		1,626.10
	TANK SPRAYER				
03/08/2024	EARL F ANDERSEN INC	0135550-IN	551.05		2,177.15
	SIGNS-PLAYGROUND, WEIGHT LIMIT, PARKING				
03/08/2024	EARL F ANDERSEN INC	0135508-IN	134.61		2,311.76
	SIGNS-CROSSING, DOG WASTE, ALL WAY				
03/08/2024	HOME DEPOT #2802	9010186	62.40		2,374.16
	PIPE, LUMBER, SCREWS, STRAPS, GLUE				
03/12/2024	HOME DEPOT #2802	5010597	15.93		2,390.09
	ALUMINUM ANGLE BAR				
03/12/2024	HOME DEPOT #2802	5010571	15.73		2,405.82
	BRACE, NAILS, PIPE STRAPS				
03/13/2024	EARL F ANDERSEN INC	0135581-IN	217.00		2,622.82
	BOLLARD SLEEVES				
03/13/2024	HOME DEPOT #2802	4010732	10.48		2,633.30
	HEAVY DUTY TOTE				

03/18/2024	HOME DEPOT #2802	9011206	22.73		2,656.03
	STUDS, SCREWS				
03/19/2024	HOME DEPOT #2802	8011328	108.63		2,764.66
	CONCRETE, FLOAT				
03/21/2024	MENARDS CASHWAY LUMBER-FRIDLEY	6281	29.97		2,794.63
	LINE POST, METAL STRAPS				
03/31/2024	101.5200.42171	END BALANCE	1,309.35	0.00	2,794.63
03/01/2024	101.5200.42172 UNIFORMS	BEG. BALANCE			191.87
03/31/2024	101.5200.42172	END BALANCE	0.00	0.00	191.87
03/01/2024	101.5200.42173 PROTECTIVE CLOTHING	BEG. BALANCE			200.00
03/31/2024	101.5200.42173	END BALANCE	0.00	0.00	200.00
03/01/2024	101.5200.42280 VEHICLE REPAIR AND PARTS	BEG. BALANCE			2,399.37
03/31/2024	PARKS PARTS	14233	2,424.68		4,824.05
03/31/2024	101.5200.42280	END BALANCE	2,424.68	0.00	4,824.05
03/01/2024	101.5200.42282 GAS, OIL, LUBRICANTS	BEG. BALANCE			1,115.58
03/31/2024	PARK FUEL	14231	608.84		1,724.42
03/31/2024	101.5200.42282	END BALANCE	608.84	0.00	1,724.42
03/01/2024	101.5200.43050 EXPERT & PROFESSIONAL SE	BEG. BALANCE			58.20
03/31/2024	FIRST ADVANTAGE LNS SCREEN INC	2505152403	110.13		168.33
	ANNUAL ENROLLMENTS 0324				
03/31/2024	101.5200.43050	END BALANCE	110.13	0.00	168.33
03/01/2024	101.5200.43105 TRAINING & EDUCATION ACT	BEG. BALANCE			0.00
03/13/2024	NORDLUND/JOHN	031324	275.00		275.00
	MN SHADE TREE SHORT COURSE 031224-031324				
03/14/2024	LUND/TIM	031224	275.00		550.00
	LUND SHAD TREE TRAINING				
03/14/2024	LEAGUE OF MINNESOTA CITIES	400751	20.00		570.00
	SAFETY & LOSS CONTROL WS- LUND				
03/14/2024	LEAGUE OF MINNESOTA CITIES	400750	20.00		590.00
	SAFETY & LOSS CONTROL WS- SANDQUIST				
03/14/2024	LEAGUE OF MINNESOTA CITIES	400749	40.00		630.00
	SAFETEY & LOSS CONTROL WRKSHP-JN & KF				
03/31/2024	101.5200.43105	END BALANCE	630.00	0.00	630.00
03/01/2024	101.5200.43210 TELEPHONE	BEG. BALANCE			106.85
03/26/2024	POPP.COM INC	992826419	4.84		111.69

	032624 -10013121				
03/31/2024	101.5200.43210	END BALANCE	4.84	0.00	111.69
03/01/2024	101.5200.43211 CELL PHONES	BEG. BALANCE			309.16
03/01/2024	VERIZON WIRELESS	9957992990	154.57		463.73
	030124 342019817-00001				
03/31/2024	101.5200.43211	END BALANCE	154.57	0.00	463.73
03/01/2024	101.5200.43220 POSTAGE	BEG. BALANCE			0.00
03/31/2024	POSTAGE USED JAN 1 - MARCH 31, 2024	14264	2.56		2.56
03/31/2024	101.5200.43220	END BALANCE	2.56	0.00	2.56
03/01/2024	101.5200.43250 OTHER TELECOMMUNICATIO	BEG. BALANCE			82.71
03/01/2024	ARVIG ENTERPRISES, INC	030124	7.19		89.90
	INTERNET 0324				
03/15/2024	COMCAST	197357247	9.72		99.62
	031524 934571297				
03/19/2024	ANOKA COUNTY	B240319G	3.75		103.37
	BROADBAND CONN 0324				
03/27/2024	PRECISE MRM LLC	IN200-1048126	60.00		163.37
	DATA PLAN 0324				
03/31/2024	101.5200.43250	END BALANCE	80.66	0.00	163.37
03/01/2024	101.5200.43310 LOCAL TRAVEL EXPENSE	BEG. BALANCE			231.20
03/31/2024	101.5200.43310	END BALANCE	0.00	0.00	231.20
03/01/2024	101.5200.43600 PROP & LIAB INSURANCE	BEG. BALANCE			3,766.66
03/31/2024	24 PROPERTY & LIAB INSURANCE ALLOCATION	14259	1,883.33		5,649.99
03/31/2024	101.5200.43600	END BALANCE	1,883.33	0.00	5,649.99
03/01/2024	101.5200.43800 UTILITY SERVICES	BEG. BALANCE			654.95
03/08/2024	Internal Charge		1,023.84		1,678.79
03/31/2024	101.5200.43800	END BALANCE	1,023.84	0.00	1,678.79
03/01/2024	101.5200.43810 ELECTRIC	BEG. BALANCE			426.84
03/11/2024	XCEL ENERGY (N S P)	1094405187	99.93		526.77
	031124 51-0012266105-3				
03/11/2024	XCEL ENERGY (N S P)	1094405187		75.09	451.68
	031124 51-0012266105-3				
03/12/2024	XCEL ENERGY (N S P)	1094636702	134.99		586.67
	031224 51-5950185-0				
03/12/2024	XCEL ENERGY (N S P)	1094636702	21.09		607.76
	031224 51-5950185-0				

03/12/2024	XCEL ENERGY (N S P)	1094636702		10.56	597.20
	031224 51-5950185-0				
03/12/2024	XCEL ENERGY (N S P)	1094692570	37.02		634.22
	031224 51-0011039127-7				
03/12/2024	XCEL ENERGY (N S P)	1094692570	35.10		669.32
	031224 51-0011039127-7				
03/12/2024	XCEL ENERGY (N S P)	1094692570		50.02	619.30
	031224 51-0011039127-7				
03/12/2024	XCEL ENERGY (N S P)	1094672584	123.17		742.47
	031224 51-0010057576-7				
03/12/2024	XCEL ENERGY (N S P)	1094679064	12.74		755.21
	031224 51-9597586-9				
03/12/2024	XCEL ENERGY (N S P)	1094679064	12.31		767.52
	031224 51-9597586-9				
03/12/2024	XCEL ENERGY (N S P)	1094679064		20.25	747.27
	031224 51-9597586-9				
03/14/2024	XCEL ENERGY (N S P)	1095221196	13.33		760.60
	031424 51-7654903-4				
03/14/2024	XCEL ENERGY (N S P)	1095221196	199.63		960.23
	031424 51-7654903-4				
03/14/2024	XCEL ENERGY (N S P)	51-4159573-1	98.39		1,058.62
	031424 51-4159573-1				
03/14/2024	XCEL ENERGY (N S P)	51-4159573-1		53.06	1,005.56
	031424 51-4159573-1				
03/14/2024	XCEL ENERGY (N S P)	51-4159573-1	51.33		1,056.89
	031424 51-4159573-1				
03/14/2024	XCEL ENERGY (N S P)	51-4159573-1		28.13	1,028.76
	031424 51-4159573-1				
03/14/2024	XCEL ENERGY (N S P)	51-4159573-1	58.13		1,086.89
	031424 51-4159573-1				
03/14/2024	XCEL ENERGY (N S P)	51-4159573-1		88.29	998.60
	031424 51-4159573-1				
03/14/2024	XCEL ENERGY (N S P)	51-4159573-1	150.92		1,149.52
	031424 51-4159573-1				
03/14/2024	XCEL ENERGY (N S P)	51-4159573-1		52.54	1,096.98
	031424 51-4159573-1				
03/14/2024	XCEL ENERGY (N S P)	51-4159573-1	91.69		1,188.67
	031424 51-4159573-1				
03/14/2024	XCEL ENERGY (N S P)	51-4159573-1		52.38	1,136.29
	031424 51-4159573-1				
03/14/2024	XCEL ENERGY (N S P)	51-4159573-1	11.30		1,147.59
	031424 51-4159573-1				
03/14/2024	XCEL ENERGY (N S P)	51-4159573-1		54.15	1,093.44
	031424 51-4159573-1				

03/14/2024	XCEL ENERGY (N S P)	51-4159573-1	152.10		1,245.54
	031424 51-4159573-1				
03/14/2024	XCEL ENERGY (N S P)	51-4159573-1		96.64	1,148.90
	031424 51-4159573-1				
03/14/2024	XCEL ENERGY (N S P)	51-4159573-1	143.28		1,292.18
	031424 51-4159573-1				
03/14/2024	XCEL ENERGY (N S P)	51-4159573-1		65.87	1,226.31
	031424 51-4159573-1				
03/14/2024	XCEL ENERGY (N S P)	51-4159573-1	91.32		1,317.63
	031424 51-4159573-1				
03/14/2024	XCEL ENERGY (N S P)	51-4159573-1		53.56	1,264.07
	031424 51-4159573-1				
03/14/2024	XCEL ENERGY (N S P)	51-4159573-1	95.50		1,359.57
	031424 51-4159573-1				
03/14/2024	XCEL ENERGY (N S P)	51-4159573-1		214.78	1,144.79
	031424 51-4159573-1				
03/14/2024	XCEL ENERGY (N S P)	51-4159573-1	39.64		1,184.43
	031424 51-4159573-1				
03/14/2024	XCEL ENERGY (N S P)	51-4159573-1		18.05	1,166.38
	031424 51-4159573-1				
03/14/2024	XCEL ENERGY (N S P)	51-4159573-1	17.25		1,183.63
	031424 51-4159573-1				
03/14/2024	XCEL ENERGY (N S P)	51-4159573-1		22.94	1,160.69
	031424 51-4159573-1				
03/14/2024	XCEL ENERGY (N S P)	51-4159573-1	57.79		1,218.48
	031424 51-4159573-1				
03/14/2024	XCEL ENERGY (N S P)	51-4159573-1		33.72	1,184.76
	031424 51-4159573-1				
03/31/2024	101.5200.43810	END BALANCE	1,747.95	990.03	1,184.76
03/01/2024	101.5200.43830 GAS	BEG. BALANCE			1,657.37
03/07/2024	CENTERPOINT ENERGY	5467671-3	17.10		1,674.47
	030724 5467671-3				
03/07/2024	CENTERPOINT ENERGY	10802324-3	60.30		1,734.77
	030724 10802324-3				
03/07/2024	CENTERPOINT ENERGY	5452216-4	135.33		1,870.10
	030724 5452216-4				
03/15/2024	CENTERPOINT ENERGY	8000014661-5	185.76		2,055.86
	031524 8000014661-5				
03/15/2024	CENTERPOINT ENERGY	8000014661-5	178.53		2,234.39
	031524 8000014661-5				
03/15/2024	CENTERPOINT ENERGY	8000014661-5		2.81	2,231.58
	031524 8000014661-5				
03/15/2024	CENTERPOINT ENERGY	8000014661-5	72.63		2,304.21

	031524 8000014661-5				
03/15/2024	CENTERPOINT ENERGY	8000014661-5		1.19	2,303.02
	031524 8000014661-5				
03/15/2024	CENTERPOINT ENERGY	8000014661-5	104.51		2,407.53
	031524 8000014661-5				
03/15/2024	CENTERPOINT ENERGY	8000014661-5	160.03		2,567.56
	031524 8000014661-5				
03/15/2024	CENTERPOINT ENERGY	8000014661-5		2.40	2,565.16
	031524 8000014661-5				
03/31/2024	101.5200.43830	END BALANCE	914.19	6.40	2,565.16
03/01/2024	101.5200.44000 REPAIR & MAINT. SERVICES	BEG. BALANCE			421.28
03/20/2024	NORTHLAND REFRIGERATION INCORPORATE	3543	401.00		822.28
	REPAIR HEAT-CIRCLE TER BUILDING				
03/22/2024	J. BECHER & ASSOC INC	2413053-F	1,395.58		2,217.86
	TROUBLESHOOT PATHWAY LIGHTS-SULLIVAN				
03/22/2024	J. BECHER & ASSOC INC	2413057-F	1,336.18		3,554.04
	REPAIR LIGHTS-HUSET PARK & 37TH AVE MONU				
03/29/2024	J. BECHER & ASSOC INC	2413061-F	162.03		3,716.07
	REPAIR TRAIL POLES-SULLIVAN PARK				
03/29/2024	J. BECHER & ASSOC INC	2413060-F	1,258.11		4,974.18
	INSTALL LED STRIPS-SULLIVAN SHELTER				
03/31/2024	101.5200.44000	END BALANCE	4,552.90	0.00	4,974.18
03/01/2024	101.5200.44020 BLDG MAINT CONTRACTUAL	BEG. BALANCE			139.00
03/08/2024	ASSET MANAGEMENT SYSTEMS INC	12404136	116.97		255.97
	MONITORING 0424-0624 CIRCLE TERRACE				
03/19/2024	NORTHLAND REFRIGERATION INCORPORATE	3519	229.00		484.97
	BUILDING MAINT 0124-0324				
03/31/2024	101.5200.44020	END BALANCE	345.97	0.00	484.97
03/01/2024	101.5200.44030 SOFTWARE & SOFTWARE SUP	BEG. BALANCE			1,577.87
03/14/2024	CDW-G INC	1CDFGZ4	135.00		1,712.87
	LIQUOR STORES & PARKS CRADLEPOINT SUPP 1				
03/31/2024	101.5200.44030	END BALANCE	135.00	0.00	1,712.87
03/01/2024	101.5200.44050 GARAGE, LABOR BURD.	BEG. BALANCE			6,048.01
03/31/2024	PARKS LABOR	14233	1,751.25		7,799.26
03/31/2024	101.5200.44050	END BALANCE	1,751.25	0.00	7,799.26
03/01/2024	101.5200.44100 RENTS & LEASES	BEG. BALANCE			15,747.36
03/16/2024	ON SITE SANITATION INC	0001686909	68.00		15,815.36
	SATELLITE RENT-MCKENNA				
03/16/2024	ON SITE SANITATION INC	0001686910	68.00		15,883.36

	SATELLITE RENT-LABELLE				
03/16/2024	ON SITE SANITATION INC	0001686911	68.00		15,951.36
	SATELLITE RENT-KEYES				
03/16/2024	ON SITE SANITATION INC	0001686912	146.00		16,097.36
	SATELLITE RENT-HUSET				
03/16/2024	ON SITE SANITATION INC	0001686913	68.00		16,165.36
	SATELLITE RENT-HUSET				
03/16/2024	ON SITE SANITATION INC	0001686914	146.00		16,311.36
	SATELLITE RENT-SULLIVAN				
03/16/2024	ON SITE SANITATION INC	0001686915	68.00		16,379.36
	SATELLITE RENT-OSTRANDER				
03/31/2024	24 GARAGE SPACE ALLOCATION	14260	7,241.68		23,621.04
03/31/2024	101.5200.44100	END BALANCE	7,873.68	0.00	23,621.04
03/01/2024	101.5200.44300 MISC. CHARGES	BEG. BALANCE			336.95
03/31/2024	101.5200.44300	END BALANCE	0.00	0.00	336.95
03/01/2024	101.5200.44390 TAXES & LICENSES	BEG. BALANCE			833.75
03/31/2024	101.5200.44390	END BALANCE	0.00	0.00	833.75
03/01/2024	101.5200.45180 OTHER EQUIPMENT	BEG. BALANCE			1,736.67
03/31/2024	101.5200.45180	END BALANCE	0.00	0.00	1,736.67
TOTAL FOR DEPARTMENT 5200 PARKS			27,335.32	996.43	

Parks EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS							
PERIOD ENDING 03/31/2024							
% Fiscal Year Completed: 24.86							
				ACTIVITY FOR			
		2024	YTD BALANCE	MONTH	ENCUMBERED	UNENCUMBERED	% BDGT
ACCOUN	DESCRIPTION	AMENDED BUDGET	03/31/2024	03/31/24	YEAR-TO-DATE	BALANCE	USED
Dept 5200 - PARKS							
41010	REGULAR EMPLOYEES	516,900.00	76,479.75	27,457.91	0.00	440,420.25	14.80
41011	PART-TIME EMPLOYEES	6,600.00	485.72	176.71	0.00	6,114.28	7.36
41012	SEASONAL EMPLOYEES	50,500.00	13,144.94	3,676.80	0.00	37,355.06	26.03
41020	OVERTIME-REGULAR	25,400.00	1,079.23	0.00	0.00	24,320.77	4.25
41210	P.E.R.A. CONTRIBUTION	41,000.00	6,246.05	2,052.90	0.00	34,753.95	15.23
41220	F.I.C.A. CONTRIBUTION	45,700.00	6,545.23	2,240.11	0.00	39,154.77	14.32
41300	INSURANCE	92,900.00	16,602.69	5,498.11	0.00	76,297.31	17.87
41510	WORKERS COMP INSURANCE PR	42,200.00	6,796.53	2,134.33	0.00	35,403.47	16.11
41810	COLA ALLOWANCE	(25,000.00)	0.00	0.00	0.00	(25,000.00)	0.00
42000	OFFICE SUPPLIES	0.00	93.58	93.58	0.00	(93.58)	100.00
42010	MINOR EQUIPMENT	25,000.00	319.99	0.00	0.40	24,679.61	1.28
42011	END USER DEVICES	2,500.00	0.00	0.00	0.00	2,500.00	0.00
42030	PRINTING & PRINTED FORMS	200.00	0.00	0.00	0.00	200.00	0.00
42070	TRAINING & INSTR SUPPLIES	100.00	0.00	0.00	0.00	100.00	0.00
42160	MAINT & CONSTRUCTION MATERI	26,500.00	1,688.00	1,688.00	0.00	24,812.00	6.37
42161	CHEMICALS	8,500.00	1,951.00	0.00	0.00	6,549.00	22.95
42171	GENERAL SUPPLIES	20,000.00	2,794.63	1,309.35	0.00	17,205.37	13.97
42172	UNIFORMS	2,000.00	191.87	0.00	0.00	1,808.13	9.59
42173	PROTECTIVE CLOTHING	2,000.00	200.00	0.00	0.00	1,800.00	10.00
42280	VEHICLE REPAIR AND PARTS	23,000.00	4,824.05	2,424.68	0.00	18,175.95	20.97
42282	GAS, OIL, LUBRICANTS	15,000.00	1,724.42	608.84	0.00	13,275.58	11.50
43050	EXPERT & PROFESSIONAL SERV.	1,000.00	168.33	110.13	0.00	831.67	16.83
43105	TRAINING & EDUCATION ACTIVITI	4,500.00	630.00	630.00	0.00	3,870.00	14.00
43210	TELEPHONE	200.00	111.69	4.84	0.00	88.31	55.85
43211	CELL PHONES	2,500.00	463.73	154.57	0.00	2,036.27	18.55

43220	POSTAGE	0.00	2.56	2.56	0.00	(2.56)	100.00
43250	OTHER TELECOMMUNICATIONS	200.00	163.37	80.66	0.00	36.63	81.69
43310	LOCAL TRAVEL EXPENSE	100.00	231.20	0.00	0.00	(131.20)	231.20
43320	OUT OF TOWN TRAVEL EXPENSE	500.00	0.00	0.00	0.00	500.00	0.00
43500	LEGAL NOTICE PUBLISHING	100.00	0.00	0.00	0.00	100.00	0.00
43600	PROP & LIAB INSURANCE	22,600.00	5,649.99	1,883.33	0.00	16,950.01	25.00
43800	UTILITY SERVICES	38,700.00	1,678.79	1,023.84	0.00	37,021.21	4.34
43810	ELECTRIC	23,000.00	1,184.76	757.92	0.00	21,815.24	5.15
43830	GAS	9,800.00	2,565.16	907.79	0.00	7,234.84	26.18
44000	REPAIR & MAINT. SERVICES	57,000.00	4,974.18	4,552.90	0.00	52,025.82	8.73
44020	BLDG MAINT CONTRACTUAL SERV	2,700.00	484.97	345.97	687.00	1,528.03	43.41
44030	SOFTWARE & SOFTWARE SUBSCR	3,500.00	1,712.87	135.00	0.00	1,787.13	48.94
44050	GARAGE, LABOR BURD.	39,500.00	7,799.26	1,751.25	0.00	31,700.74	19.74
44100	RENTS & LEASES	87,000.00	23,621.04	7,873.68	0.00	63,378.96	27.15
44300	MISC. CHARGES	0.00	336.95	0.00	0.00	(336.95)	100.00
44330	SUBSCRIPTION, MEMBERSHIP	200.00	0.00	0.00	0.00	200.00	0.00
44376	CIVIC EVENTS	100.00	0.00	0.00	0.00	100.00	0.00
44390	TAXES & LICENSES	800.00	833.75	0.00	0.00	(33.75)	104.22
45180	OTHER EQUIPMENT	0.00	1,736.67	0.00	0.00	(1,736.67)	100.00
Total Dept 5200 - PARKS		1,215,000.00	195,516.95	69,575.76	687.40	1,018,795.65	16.15
TOTAL EXPENDITURES - FUND 101		1,215,000.00	195,516.95	69,575.76	687.40	1,018,795.65	16.15

JPM EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS							
PERIOD ENDING 03/31/2024							
% Fiscal Year Completed: 24.86							
				ACTIVITY FOR			
		2024	YTD BALANCE	MONTH	ENCUMBERED	UNENCUMBERED	% BDGT
ACCOUN	DESCRIPTION	AMENDED BUDGET	03/31/2024	03/31/24	YEAR-TO-DATE	BALANCE	USED
Dept 5129 - MURZYN HALL							
41010	REGULAR EMPLOYEES	32,800.00	6,929.40	2,582.37	0.00	25,870.60	21.13
41011	PART-TIME EMPLOYEES	109,900.00	16,759.40	7,046.38	0.00	93,140.60	15.25
41020	OVERTIME-REGULAR	300.00	180.62	(34.97)	0.00	119.38	60.21
41210	P.E.R.A. CONTRIBUTION	10,700.00	1,890.56	716.96	0.00	8,809.44	17.67
41220	F.I.C.A. CONTRIBUTION	11,000.00	1,817.97	730.97	0.00	9,182.03	16.53
41300	INSURANCE	6,600.00	1,552.35	519.30	0.00	5,047.65	23.52
41510	WORKERS COMP INSURANCE PREM	8,900.00	1,459.40	576.82	0.00	7,440.60	16.40
42000	OFFICE SUPPLIES	100.00	0.00	0.00	0.00	100.00	0.00
42010	MINOR EQUIPMENT	5,000.00	301.96	0.00	0.00	4,698.04	6.04
42011	END USER DEVICES	600.00	0.00	0.00	0.00	600.00	0.00
42030	PRINTING & PRINTED FORMS	200.00	0.00	0.00	0.00	200.00	0.00
42160	MAINT & CONSTRUCTION MATERIALS	900.00	0.00	0.00	0.00	900.00	0.00
42161	CHEMICALS	200.00	0.00	0.00	0.00	200.00	0.00
42171	GENERAL SUPPLIES	10,000.00	120.86	13.99	0.00	9,879.14	1.21
42172	UNIFORMS	500.00	0.00	0.00	0.00	500.00	0.00
42990	COMM. PURCHASED FOR RESALE	2,000.00	655.65	407.65	0.00	1,344.35	32.78
43050	EXPERT & PROFESSIONAL SERV.	9,000.00	340.00	0.00	0.00	8,660.00	3.78
43210	TELEPHONE	1,500.00	171.36	51.02	0.00	1,328.64	11.42
43220	POSTAGE	100.00	0.00	0.00	0.00	100.00	0.00
43250	OTHER TELECOMMUNICATIONS	500.00	138.01	57.02	0.00	361.99	27.60
43430	ADVERTISING OTHER	600.00	0.00	0.00	0.00	600.00	0.00
43600	PROP & LIAB INSURANCE	8,400.00	2,100.00	700.00	0.00	6,300.00	25.00
43800	UTILITY SERVICES	4,100.00	0.00	0.00	0.00	4,100.00	0.00
43810	ELECTRIC	29,000.00	496.35	148.62	0.00	28,503.65	1.71
43830	GAS	10,000.00	3,089.81	1,221.38	0.00	6,910.19	30.90

44000	REPAIR & MAINT. SERVICES	4,000.00	275.00	0.00	0.00	3,725.00	6.88
44010	BUILDING MAINT:INTERNAL SVCS	11,100.00	2,775.00	925.00	0.00	8,325.00	25.00
44020	BLDG MAINT CONTRACTUAL SERVICES	27,000.00	17,553.83	2,204.32	4,870.00	4,576.17	83.05
44030	SOFTWARE & SOFTWARE SUBSCRIPTION	1,300.00	1,283.04	0.00	0.00	16.96	98.70
44040	INFORMATION SYS:INTERNAL SVC	6,200.00	1,550.01	516.67	0.00	4,649.99	25.00
44100	RENTS & LEASES	(66,400.00)	(16,600.02)	(5,533.34)	0.00	(49,799.98)	25.00
44310	CREDIT CARD FEES	3,300.00	300.62	122.29	0.00	2,999.38	9.11
44330	SUBSCRIPTION, MEMBERSHIP	500.00	0.00	0.00	0.00	500.00	0.00
44390	TAXES & LICENSES	500.00	435.00	100.00	0.00	65.00	87.00
Total Dept 5129 - MURZYN HALL		250,400.00	45,576.18	13,072.45	4,870.00	199,953.82	20.15

JPM GL ACTIVITY REPORT FOR CITY OF COLUMBIA HEIGHTS					
TRANSACTIONS FROM 03/01/2024 TO 03/31/2024					
Date	Description	Reference #	Debits	Credits	Balance
Fund 101 GENERAL					
03/01/2024	101.5129.42010 MINOR EQUIPMENT	BEG. BALANCE			301.96
03/31/2024	101.5129.42010	END BALANCE	0.00	0.00	301.96
03/01/2024	101.5129.42171 GENERAL SUPPLIES	BEG. BALANCE			106.87
03/28/2024	MENARDS CASHWAY LUMBER-FRIDLEY	6230	13.99		120.86
	SEALANT, CAULK				
03/31/2024	101.5129.42171	END BALANCE	13.99	0.00	120.86
03/01/2024	101.5129.42990 COMM. PURCHASED FO	BEG. BALANCE			248.00
03/28/2024	SHAMROCK GROUP-ACE ICE	3003599	407.65		655.65
	POP, CO2 JPM 032524				
03/31/2024	101.5129.42990	END BALANCE	407.65	0.00	655.65
03/01/2024	101.5129.43050 EXPERT & PROFESSION	BEG. BALANCE			340.00
03/31/2024	101.5129.43050	END BALANCE	0.00	0.00	340.00
03/01/2024	101.5129.43210 TELEPHONE	BEG. BALANCE			120.34
03/26/2024	POPP.COM INC	992826419	1.35		121.69
	032624 -10013121				
03/31/2024	POPP.COM INC	992827501	49.67		171.36
	033124 -10010429				
03/31/2024	101.5129.43210	END BALANCE	51.02	0.00	171.36
03/01/2024	101.5129.43250 OTHER TELECOMMUNIC	BEG. BALANCE			80.99
03/01/2024	ARVIG ENTERPRISES, INC	030124	23.00		103.99
	INTERNET 0324				
03/15/2024	COMCAST	197357247	34.02		138.01
	031524 934571297				
03/31/2024	101.5129.43250	END BALANCE	57.02	0.00	138.01
03/01/2024	101.5129.43600 PROP & LIAB INSURANC	BEG. BALANCE			1,400.00
03/31/2024	24 PROPERTY & LIAB INSURANCE ALLOC	14259	700.00		2,100.00
03/31/2024	101.5129.43600	END BALANCE	700.00	0.00	2,100.00
03/01/2024	101.5129.43810 ELECTRIC	BEG. BALANCE			347.73
03/12/2024	XCEL ENERGY (N S P)	1094619275	148.62		496.35

	031224 51-4697130-6				
03/31/2024	101.5129.43810	END BALANCE	148.62	0.00	496.35
03/01/2024	101.5129.43830 GAS	BEG. BALANCE			1,868.43
03/15/2024	CENTERPOINT ENERGY	8000014661-5	1,245.60		3,114.03
	031524 8000014661-5				
03/15/2024	CENTERPOINT ENERGY	8000014661-5		24.22	3,089.81
	031524 8000014661-5				
03/31/2024	101.5129.43830	END BALANCE	1,245.60	24.22	3,089.81
03/01/2024	101.5129.44000 REPAIR & MAINT. SERVI	BEG. BALANCE			275.00
03/31/2024	101.5129.44000	END BALANCE	0.00	0.00	275.00
03/01/2024	101.5129.44010 BUILDING MAINT:INTER	BEG. BALANCE			1,850.00
03/31/2024	24 BUILDING MAINT ALLOCATION	14254	925.00		2,775.00
03/31/2024	101.5129.44010	END BALANCE	925.00	0.00	2,775.00
03/01/2024	101.5129.44020 BLDG MAINT CONTRAC	BEG. BALANCE			15,349.51
03/07/2024	CINTAS INC	4185322302	34.04		15,383.55
	MOPS, LINENS JPM 030524				
03/07/2024	CLEAN BEVERAGE LINE	24-HALL-3	63.00		15,446.55
	BEER LINE CLEANING 0324				
03/08/2024	ASSET MANAGEMENT SYSTEMS INC	12404138	116.97		15,563.52
	MONITORING 0424-0624 MURZYN				
03/12/2024	ADAM'S PEST CONTROL, INC	3874718	90.00		15,653.52
	PEST CONTROL MURZYN 031224				
03/14/2024	CINTAS INC	4186042753	38.29		15,691.81
	MOPS JPM 031224				
03/19/2024	NORTHLAND REFRIGERATION INCORPOR	3519	1,623.00		17,314.81
	BUILDING MAINT 0124-0324				
03/21/2024	CINTAS INC	4186760519	120.77		17,435.58
	MOPS, MATS JPM 031924				
03/28/2024	CINTAS INC	4187487854	38.29		17,473.87
	MOPS JPM 032624				
03/31/2024	SCHINDLER ELEVATOR CORP INC	8106502878	79.96		17,553.83
	PREVENT MAINT 0324				
03/31/2024	101.5129.44020	END BALANCE	2,204.32	0.00	17,553.83
03/01/2024	101.5129.44030 SOFTWARE & SOFTWARE	BEG. BALANCE			1,283.04
03/31/2024	101.5129.44030	END BALANCE	0.00	0.00	1,283.04
03/01/2024	101.5129.44040 INFORMATION SYS:INT	BEG. BALANCE			1,033.34

03/31/2024	24 IT ALLOCATION	14261	516.67		1,550.01
03/31/2024	101.5129.44040	END BALANCE	516.67	0.00	1,550.01
03/01/2024	101.5129.44100 RENTS & LEASES	BEG. BALANCE			(11,066.68)
03/31/2024	24 MURZYN SPACE ALLOCATION	14262		5,533.34	(16,600.02)
03/31/2024	101.5129.44100	END BALANCE	0.00	5,533.34	(16,600.02)
03/01/2024	101.5129.44310 CREDIT CARD FEES	BEG. BALANCE			178.33
03/31/2024	CC FEE REC/COM DEV 03/24	14239	122.29		300.62
03/31/2024	101.5129.44310	END BALANCE	122.29	0.00	300.62
03/01/2024	101.5129.44390 TAXES & LICENSES	BEG. BALANCE			335.00
03/07/2024	MN DEPT OF LABOR & INDUSTRY	ALR0160308X	100.00		435.00
	ELVATOR PERMIT				
03/31/2024	101.5129.44390	END BALANCE	100.00	0.00	435.00



April 12, 2023

To Parks and Recreation Commission Members,

HeightsNEXT would like to request that the Parks and Recreation department waive the cost of renting the party wagon for the Columbia Heights Pride Festival on Saturday, September 21, 2023 which is being held at Kordiak Park. We would need use of the it from approximately 8:00 am – 5:00 pm.

We submit this request because we are still slowly building our fundraising efforts from after the pandemic where we weren't able to hold events for a couple years. Also, this event is not a fundraising effort for the organization. Any money collected from vendors is used to pay performers or to pay for sound equipment. We believe this free, family-friendly event is of great benefit to Columbia Heights by providing a community gathering. The great turnout the festival in recent years is evidence that this event is wanted—and needed. In addition, it will be a lot of fun!

Thank you for considering our request.

A handwritten signature in blue ink that reads "Becky Groseth". The signature is fluid and cursive.

Becky Groseth
Pride Festival Committee Member
612-990-6869

