



CITY COUNCIL WORK SESSION
City Hall—Council Chambers, 590 40th Ave NE
Monday, May 01, 2023
6:00 PM (or Immediately Following EDA)

Mayor
Amada Márquez Simula
Councilmembers
Connie Buesgens
Kt Jacobs
Rachel James
Justice Spriggs
Interim City Manager
Kevin Hansen

AGENDA

ATTENDANCE INFORMATION FOR THE PUBLIC

Members of the public who wish to attend may do so in-person, by calling **1-312-626-6799** and entering meeting ID **861 4690 4172**, or by Zoom at <https://us02web.zoom.us/j/86146904172>. For questions please call the Administration Department at 763-706-3610.

CALL TO ORDER/ROLL CALL

WORK SESSION ITEMS

- 1. Update Regarding Cable Franchise Agreement Renewal Process. (20 Minutes)**
- 2. 2024 Residential Water Meter Replacement Program. (25 Minutes)**
- 3. Updated Sustainability Commission Draft Interview Questions. (5-10 Minutes).**
- 4. Confirm Meeting Time and Date for Sustainability Commission and Discuss Dates for Sustainability Commission Applications and Interviews. (10 Minutes)**
- 5. Discussion on One-Way Street and Bump Out on 7th Street Between 52nd and 53rd Avenues. (15 Minutes)**
- 6. Amend the Library Meeting Room Usage Policy (Referred from 4/24/2023 Council Meeting). (15 Minutes)**
- 7. City Council. (40 Minutes)**
 - *Muralist(s)**
 - * New City Hall Art.**
 - * Council Compensation (Continued).**

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.



CITY COUNCIL WORK SESSION MEETING

AGENDA SECTION	WORK SESSION ITEM
MEETING DATE	MAY 1, 2023

ITEM:	Update Regarding Cable Franchise Agreement Renewal Process. (20 Minutes)	
DEPARTMENT:	Administration	BY/DATE: Ben Sandell/April 27, 2023
<p>CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i></p> <p> <input type="checkbox"/> Healthy and Safe Community <input type="checkbox"/> Thriving and Vibrant Destination Community <input checked="" type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly <input checked="" type="checkbox"/> Strong Infrastructure and Public Services <input checked="" type="checkbox"/> Trusted and Engaged Leadership <input type="checkbox"/> Sustainable </p>		

BACKGROUND:

Every year, in exchange for granting a franchise to Comcast to construct, operate, and maintain a cable system in the City of Columbia Heights, and for allowing the company to use City infrastructure and rights-of-way for the purpose of providing local cable service, the City receives a "Franchise Fee" payment from Comcast, which the City uses to help fund IT, Communications, and Cable-related expenses. Franchise fee amounts and other arrangements between Comcast and Columbia Heights are based on long-term contractual agreements. The current agreement with Comcast expires May 31, 2023. Starting in the fall of 2022, administration and IT staff worked with cable attorneys at Bradley Werner LLC to draft a new 10-year Comcast franchise contract proposal. The completed draft was shared with Comcast's legal team in January, 2023, for their review and response. Negotiations began in April, with Comcast requesting additional data and clarifications.

SUMMARY OF CURRENT STATUS:

The City's cable attorneys will work with Comcast throughout May to settle on a new Cable Television Franchise regulatory and contractual agreement. This agreement will establish the terms of the annual Franchise Fee for the next 10 years. The fee amount is based on an agreed upon percentage of Comcast's gross cable revenues made in Columbia Heights. This amount fluctuates from year to year and has generally decreased each year as more residents unsubscribe from cable. The City also receives "PEG" fee revenues, currently in the amount of \$0.90 per cable subscriber per month. In 2022, the total amount paid to the City was just over \$180,000 (about \$30,000 lower than in 2019). These fees make up the City's 225 Cable fund.

STAFF RECOMMENDATION:

Take time now to ask clarification questions of staff or to further research this process. Once the City and Comcast settle on a new Cable Television Franchise draft agreement, the document will go before the City Council for review. At that time, our attorneys will be available to answer additional questions and make an informed recommendation. The Council will then need to vote to approve the agreement/Ordinance change.

ATTACHMENT(S):

For now, the existing draft proposal and ongoing negotiations are not public due to attorney-client privilege.



CITY COUNCIL WORK SESSION MEETING

AGENDA SECTION	WORK SESSION ITEM
MEETING DATE	MAY 1, 2023

ITEM:	2024 Residential Water Meter Replacement Program (25 Minutes)							
DEPARTMENT:	Public Works	BY/DATE: Jim Hauth / April 26, 2023						
<p>CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i></p> <table> <tr> <td><input type="checkbox"/> Healthy and Safe Community</td> <td><input type="checkbox"/> Thriving and Vibrant Destination Community</td> </tr> <tr> <td><input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly</td> <td><input checked="" type="checkbox"/> Strong Infrastructure and Public Services</td> </tr> <tr> <td><input type="checkbox"/> Trusted and Engaged Leadership</td> <td><input type="checkbox"/> Sustainable</td> </tr> </table>			<input type="checkbox"/> Healthy and Safe Community	<input type="checkbox"/> Thriving and Vibrant Destination Community	<input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly	<input checked="" type="checkbox"/> Strong Infrastructure and Public Services	<input type="checkbox"/> Trusted and Engaged Leadership	<input type="checkbox"/> Sustainable
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<input type="checkbox"/> Trusted and Engaged Leadership	<input type="checkbox"/> Sustainable							

BACKGROUND:

Water meters are an essential component of a city's water distribution system, as they measure the amount of water consumed by each household or business. Accurate readings are crucial for billing purposes and for identifying leaks in a plumbing system. However, older water meters may become less accurate over time, leading to underestimation of water usage.

Columbia Heights Public Works installed most residential meters in 1999/2000. The Sensus SR11 meters currently installed have a life expectancy of 20 years. The meters have reached the end of their useful life, and as a result, have become less accurate and the failure rate has increased. This can lead to discrepancies in water usage readings and the city is not collecting the appropriate revenue to maintain and improve the water infrastructure. In 2021, 56 meters failed and were replaced with Sensus iPERL meters, in 2022, 54 meters failed, and so far in 2023, 45 meters have been replaced. To date, there are currently 304 iPERL meters installed throughout the city.

The iPERL is also a more accurate meter, reading lower flows that would not register in the SR11. The ability to register lower flows means that small leaks in plumbing systems can be identified and reported to homeowners more quickly, reducing both water waste and bills associated with leaks in privately owned plumbing systems. Along with the installation of new meters, a new radio will be installed at all residential properties. The new Sensus radios communicate on a fixed network and can relay readings and usage information to a database multiple times per day. This increased reading interval will allow residents to view their accounts and usage as often as they like and identify leaks or high usage before they become expensive.

The iPERL meter comes with a warranty that covers the full cost of replacement for the first 15 years and a prorated additional 5-year warranty. The City collects a monthly fee for the replacement of residential meters. To fully fund the current meter replacement project with the residential meter fee however, it will be necessary to increase the monthly meter fee from \$2 (effective 2024) to \$3 (effective 2024).

The timing of the meter replacement program has allowed it to be paired with a federal mandate. By October 2024, all public water supply systems need to create and publish a list of lead service lines. When the meter

replacement is performed, the installer will also identify the water service line material within the home. This will provide the city with the information necessary to create and publish a listing of all services in Columbia Heights and fulfil the new lead service line requirement. To do these programs separately would increase costs to the city, and require staff, or a hired contractor, to enter homes twice.

SUMMARY OF CURRENT STATUS:

The reason the meter purchase commitment is needed now, in 2023, is the lead time to obtain meters and radios. Currently, meters have a 42-week lead time and radios a 48-week lead time. To have a project in 2024 the order must be placed soon. Current meter counts identify 6,000 residential water meters in need of replacement. The cost of the meter and radio equipment is estimated to be \$2,100,000, or \$350 per residential property not including the cost of installation or debt service. The city can place the order now and make payment when the meters are ready to be delivered. The cost of the meters, and subsequent cost of installation, will require the issuance of bonds on which the debt service will be paid using funds collected through the monthly meter fee over the 20-year life expectancy of the meters. The Finance Department is currently working on documents to present to the council regarding this process.

STAFF RECOMMENDATION:

None – Discussion/information only.

ATTACHMENT(S): iPERL Information Sheet



iPERL Smart Water Meter

Electromagnetic Flow Measurement System

Sensus iPERL® smart water meters are designed to capture both lost water and lost revenue. The innovative magnetic technology delivers unmatched low flow registration and minimal pressure loss. With no moving parts, iPERL maintains its accuracy over a 20 year lifetime and is equipped with smart water alarms - delivering the intelligence you need to quickly resolve issues in the field.

FEATURES

- 5/8", 5/8" x 3/4", 3/4" and 1" sizes available in potable and reclaim versions
- 3/4" and 1" available in residential fire service (UL 327b)
- Starts registering flow as low as 0.03 gpm (0.007 m³/hr)
- Can be installed horizontally, vertically or diagonally
- Compatible with current Sensus AMI/AMR systems

BENEFITS

- Maximize investment with iPERL's electromagnetic technology, which delivers a 20-year accuracy warranty, with no required maintenance, and no loss in accuracy over 20 years
- Smart alarms detect issues such as leaks, reverse flow, empty pipe, etc.
- Improve low flow accuracy to drive additional revenue

Industry Leading Performance

The patented measurement technology of the iPERL water meter provides continuous and enhanced accuracy ranges at both low and high flows and perpetual accuracy over the life of the product. The iPERL meter has a 20-year accuracy warranty and a 20-year battery life guarantee. Over this 20-year lifespan, your iPERL will measure just as accurately as the day it was installed.

Construction

The iPERL meter body is made of composite alloy and contains no metal material. Inside the meter body is an electronic register and a measuring device that is comprised of a composite alloy flow tube.

Electronic Register

The 9-digit hermetically-sealed electronic register with LCD display was designed to eliminate dirt, water, and moisture contamination in pit settings. The large, easy-to-read display includes AMI/AMR digits, direction of flow, units of measure, and empty pipe detection. The AMI/AMR digits and units of measure are fully programmable. The register also provides user configurable data logging.

Solid State Electromagnetic Technology

By avoiding the use of a mechanical measuring element inside the flow tube, metering performance is linear over the entire flow range - ensuring no reduction in accuracy at any flow rate over the life of the meter. The iPERL meter uses our patented remanent magnetic field technology - requiring far less energy and delivering superior accuracy.

Tamperproof

The integrated construction of the iPERL water meter prevents removal of the register to obtain free water. The magnetic tamper and low field alarms will both indicate any attempt to tamper with the magnetic field of the iPERL meter. The meter communication alarm indicates a possible cut cable.

Alarms

Quick resolution of field issues is made possible with smart water alarms including leak detection, reverse flow, empty pipe, magnetic tamper and low battery. When integrated with our FlexNet® communication network, remotely gathering and transmitting data has never been more reliable or profitable.

iPERL Smart Water Meter

Electromagnetic Flow Measurement System

Smart Alarms

iPERL meters have many configurable smart alarms designed to protect your utility's investment, enhance customer service, and monitor/optimize distribution systems. These alarms include:

- Empty Pipe
 Detects the absence of water in the flow tube and sends an alert. Allows you to identify main breaks downstream and water shortages for quicker resolution to ensure water availability. This alarm can also indicate the water meter has been removed from service, or notify you of potential tamper.
- Tampering
 Detect magnetic interference to reduce apparent water losses and protect against unauthorized activities.
- Customer Leak
 Detect continual consumption of water over a period of time to indicate downstream leaks. This protects your utility, infrastructure and customers through alarm notifications that can reduce water loss and leak adjustment costs.
- Low Battery
 Replace your meters before they stop recording consumption through alerts indicating battery capacity to the meter or valve is running low.
- Reverse Flow
 Keep untreated water from re-entering your distribution system and deter tampering attempts through an alarm triggered when reverse flow is detected at the meter.

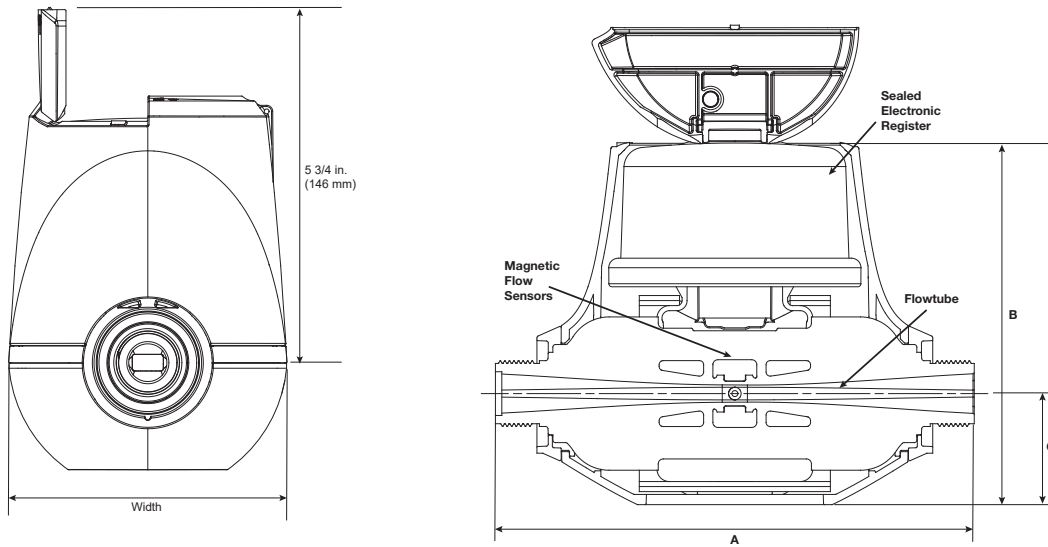
SPECIFICATIONS

Service	Measurement of potable and reclaim water, and Residential Fire Service (UL 327b). 0-100% humidity. Fully submersible. IP68+ rated.			
Temperature Ranges	Water operating: 33 °F (0.55 °C) to 80 °F (26.7 °C) Ambient air operating: -22 °F (-30 °C) to 140 °F (60 °C) Storage air: -30 °F (-34.4 °C) to 158 °F (70 °C)			
Starting Flow	5/8" (DN 15 mm) size: 0.03 gpm (0.007 m3/h)	5/8" x 3/4" (DN 15x20 mm) size: 0.03 gpm (0.007 m3/h)	3/4" (DN 20 mm) size: 0.03 gpm (0.007 m3/h)	1" (DN 25 mm) size: 0.11 gpm (0.025 m3/h)
Low Flow Range (±3%)	5/8" (DN 15 mm) size: >0.10 gpm (0.025 m3/hr) to <0.18 gpm (0.041 m3/hr)	5/8" x 3/4" (DN 15 mm) size: >0.10 gpm (0.025 m3/hr) to <0.18 gpm (0.041 m3/hr)	3/4" (DN 20 mm) size: >0.10 gpm (0.025 m3/hr) to <0.18 gpm (0.041 m3/hr)	1" (DN 25 mm) size: >0.3 gpm (0.068 m3/hr) to <0.4 gpm (0.09 m3/hr)
Normal Water Operating Flow Range (±1.5%)	5/8" (DN 15 mm) size: 0.18 to 25 gpm (0.04 to 5.7 m3/hr)	5/8" x 3/4" (DN 15x20 mm) size: 0.18 to 35 gpm (0.04 to 8.0 m3/hr)	3/4" (DN 20 mm) size: 0.18 to 35 gpm (0.04 to 8.0 m3/hr)	1" (DN 25 mm) size: 0.4 to 55 gpm (0.09 to 12.5 m3/hr)
Maximum Operating Pressure	5/8", 5/8" x 3/4", and 3/4" size: 200 psi (13.8 bar) 1" size: 175 psi (12.1 bar)			
Measurement Technology	Solid state electromagnetic flow			
Register	Hermetically sealed, 9-digit programmable electronic register			
Capacity	10,000,000 gallons, 1,000,000 cubic feet or 100,000 m3 capacity.			
Register Resolution	.01 gallons/imperial gallons, .001 cubic foot, or .0001 m3.			
Conformance to Standards	Meets the requirements of NSF 61, Annex G and NSF 372. Exceeds the most current revision of AWWA Standard C-715.			
Materials	External housing - Thermal plastic Flowtube - Polyphenylene sulfide alloy		Electrode - Silver/silver chloride Register cover - Tempered glass	

iPERL Smart Water Meter

Electromagnetic Flow Measurement System

Item 2.



DIMENSIONS AND NET WEIGHTS

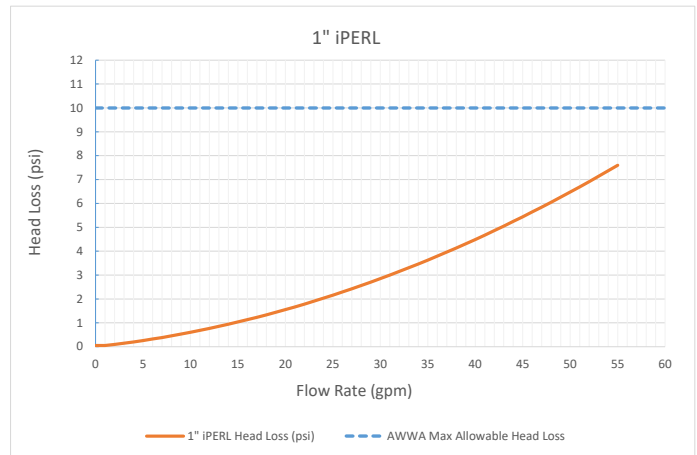
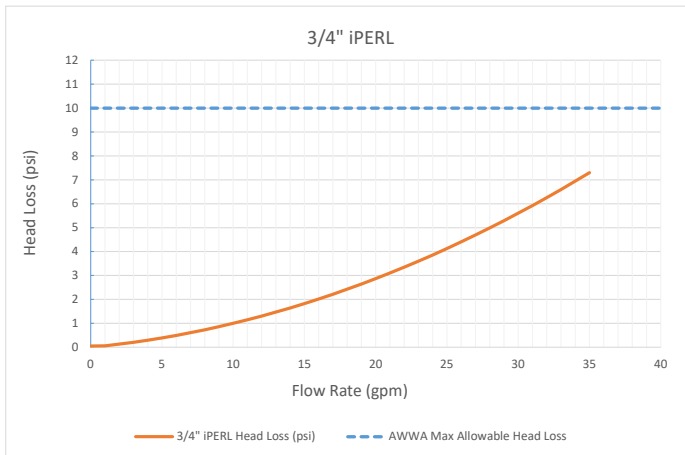
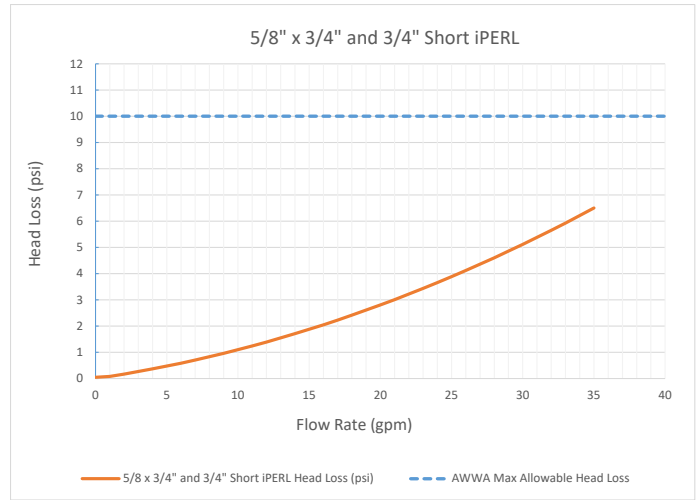
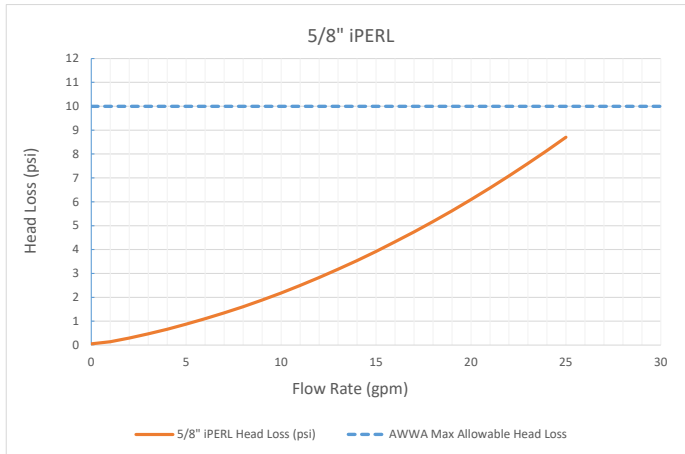
Meter Size	A	B	C	Spud Ends	NPSM Thread Size	Width	Net Weight
5/8" (DN 15 mm)	7-1/2" (190 mm)	6-1/10" (155mm)	1-3/4" (44 mm)	5/8" (15 mm)	3/4" (20 mm)	4-1/2" (114 mm)	3.1 lb. (1.4 kg)
5/8" x 3/4" (DN 15mm x 20 mm)	7-1/2" (190 mm)	6-1/10" (155mm)	1-3/4" (44 mm)	3/4" (20 mm)	1" (25 mm)	4-1/2" (114 mm)	3.1 lb. (1.4 kg)
3/4" Short (DN 20 mm)	7-1/2" (190 mm)	6-1/10" (155 mm)	1-3/4" (44 mm)	3/4" (20 mm)	1" (25 mm)	4-1/2" (114 mm)	3.1 lb. (1.4 kg)
3/4" (DN 20 mm)	9" (229 mm)	6-1/10" (155 mm)	1-3/4" (44 mm)	3/4" (20 mm)	1" (25 mm)	4-1/2" (114 mm)	3.2 lb. (1.45 kg)
1" (DN 25 mm)	10-3/4" (273 mm)	6-1/10" (155 mm)	1-3/4" (44 mm)	1" (25 mm)	1-1/4" (32 mm)	4-1/2" (114 mm)	3.3 lb. (1.5 kg)

iPERL Smart Water Meter

Electromagnetic Flow Measurement System

Item 2.

Head Loss Curves



Xylem.com | Sensus.com

SENSUS | 637 Davis Drive | Morrisville, NC 27560 | 800.638.3748

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AGENDA SECTION	WORK SESSION
MEETING DATE	MAY 1, 2023

ITEM:	Updated Sustainability Commission Draft Interview Questions.										
DEPARTMENT:	Public Works	BY/DATE:	Sulmaan Khan / April 25, 2023								
<p>CITY STRATEGY: <i>(please indicate areas that apply by adding a bold "X" in front of the selected text below)</i></p> <table> <tr> <td><input type="checkbox"/> Safe Community</td> <td><input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel</td> </tr> <tr> <td><input type="checkbox"/> Economic Strength</td> <td><input type="checkbox"/> Excellent Housing/Neighborhoods</td> </tr> <tr> <td><input type="checkbox"/> Equity and Affordability</td> <td><input type="checkbox"/> Strong Infrastructure/Public Services</td> </tr> <tr> <td><input type="checkbox"/> Opportunities for Play and Learning</td> <td><input checked="" type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population</td> </tr> </table>				<input type="checkbox"/> Safe Community	<input type="checkbox"/> Diverse, Welcoming "Small-Town" Feel	<input type="checkbox"/> Economic Strength	<input type="checkbox"/> Excellent Housing/Neighborhoods	<input type="checkbox"/> Equity and Affordability	<input type="checkbox"/> Strong Infrastructure/Public Services	<input type="checkbox"/> Opportunities for Play and Learning	<input checked="" type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population
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<input type="checkbox"/> Opportunities for Play and Learning	<input checked="" type="checkbox"/> Engaged, Multi-Generational, Multi-Cultural Population										

BACKGROUND: Draft interview questions for the Sustainability Commission were presented to the City Council at the work session meeting held on April 3rd, 2023. Comments and feedback were collected on the interview questions. Updated interview questions based on comments received will be presented by City Engineer, Sulmaan Khan.

RECOMMENDED MOTION(S):
MOTION: None – discussion only.

ATTACHMENT: Updated Draft Sustainability Commission Interview Questions

Sustainability Commission Questions

1. What is your understanding of the Sustainability Commission and the responsibilities/duties of its members?
2. How will you involve the community in sustainability efforts? What are the best ways to raise awareness about sustainability and encourage behavior change to promote sustainable practices?
3. How can sustainability initiatives be designed to benefit all community members, including those from low-income households, underrepresented communities, and minority groups?
4. How will you encourage sustainable practices among local businesses?
5. Provide an example of your personal experiences with initiatives that promote sustainability.



CITY COUNCIL WORK SESSION MEETING

AGENDA SECTION	WORK SESSION ITEM
MEETING DATE	MAY 1, 2023

ITEM:	Confirm Meeting Time and Date for Sustainability Commission and Discuss Dates for Sustainability Commission Applications and Interviews. (10 Minutes)							
DEPARTMENT:	Administration	BY/DATE: Kevin Hansen / April 27, 2023						
CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i>								
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_ Healthy and Safe Community	_ Thriving and Vibrant Destination Community							
X Equitable, Diverse, Inclusive, and Friendly	_ Strong Infrastructure and Public Services							
_ Trusted and Engaged Leadership	X Sustainable							

BACKGROUND:

Council has reviewed the Sustainability Commission interview questions at the April and May Work Session meetings and will finalize the questions to be used. In addition, Ordinance 1683 establishing the Sustainability Commission is scheduled to have its final hearing on May 8, 2023.

SUMMARY OF CURRENT STATUS:

Staff needs recommendations for the time period for applications for the commission to be received, reviewed and interviews to be scheduled. Additionally, staff needs a recommendation if the Sustainability Commission will meet on third Tuesday of the Month at 6:00 pm as the Traffic Commission had done in the past.

STAFF RECOMMENDATION:

The Summer Newsletter is scheduled to be printed in Mid-May and will be arriving in resident’s mailboxes by May 25. It would be advised to have the deadline for applications to be received by June 16, 2023. With this deadline we would have the opportunity to also advertise the commission in the electronic newsletter for both May and June, as well as at the Arts and Info Fair and Pets in Park Events. Interviews could then be scheduled for June 26th and 27th (depending on the volume of applications).

ATTACHMENT(S):

Board and Commission Application



City Board and Commission Application

Please **number** your choices according to preference:
(leave blank any one on which you do not wish to serve)

___ Economic Development Authority

___ Planning Commission

___ Charter Commission*

___ Park & Recreation Commission

___ Sustainability Commission

*Note: for the Charter Commission, please indicate if you are a qualified voter.

___ Library Board

___ Yes ___ No

Note: Find Youth Commission applications at www.columbiaheightsmn.gov/youth

Name		Phone	
-------------	--	--------------	--

Street Address	City	State	Zip
-----------------------	-------------	--------------	------------

Email Address	Number of years/months resident of Columbia Heights
----------------------	------------------------------------------------------------

Property you own in Columbia Heights, if any (other than Residence)

If you are appointed to a City Board or Commission, your Employer and phone number for the purpose of this appointment will be City Hall. If you have other work, please complete the following.

Employer

Work Phone	Position Title/Occupation
-------------------	----------------------------------

Educational Background:

Volunteer, Civic, Professional and Community Activities:

Professional Designations/Awards/Honors/Previous Government Service:

Please describe why you are interested in serving on a board or commission:

What unique qualities, perspectives and life experiences would you bring to this board/commission and the City?

Please indicate what (if any) evenings you are not available for meetings

Mon Tue Wed Thurs Fri

Does the current meeting schedule of the commission(s) you most interested in work for you?

Yes No

Please list three references (do not include the Mayor or Councilmembers)

Name	Address	Phone	Email Address

How did you hear about the position? If someone recommended you to apply, may we contact them? If so, please provide their contact information.

Important Information About Your Application- Data Privacy Notice

Minnesota law requires that you be informed of the purpose and intended use of the information you are providing on this application. Per Minnesota Statute 13.601, subd. 3a, your name, address, occupation, education, training, civic affiliations, qualifications, experience, and veteran status are available to anyone who requests the information.

This information will be used to identify you as an applicant, enable us to contact you when additional information is required, send you notices, and assess your qualifications for appointment. This data is not legally required, but refusal to supply the information requested may affect the City Council's ability to accurately evaluate your application.

Should you be appointed to a City of Columbia Heights Board or Commission, your residential address and either a phone number or email address where you can be reached will also become public information (per Minnesota Statute 13.601, subd. 3b). The purpose is to list contact information for Board/Commission members on a public roster.

Please select which of the following you will allow listed on a public roster (you must select either email or phone number).

Email Phone Number Both

By typing my name or handwriting my signature, I certify that I have read and understand the Data Privacy Notice and certify that the statements in this application are true and correct to the best of my knowledge:

Signature:

Date:

Return completed application to:

City of Columbia Heights

Attn: City Clerk

OR sion@columbiaheightsmn.gov

590 40th Ave NE

Columbia Heights, MN 55421



CITY COUNCIL WORK SESSION MEETING

AGENDA SECTION	WORK SESSION ITEM
MEETING DATE	MAY 1, 2023

ITEM:	Discussion on One-Way Street and Bump Out on 7th Street Between 52nd and 53rd Avenues.							
DEPARTMENT:	Public Works	BY/DATE: Sulmaan Khan / April 26, 2023						
<p>CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i></p> <table> <tr> <td><input type="checkbox"/> Healthy and Safe Community</td> <td><input type="checkbox"/> Thriving and Vibrant Destination Community</td> </tr> <tr> <td><input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly</td> <td><input checked="" type="checkbox"/> Strong Infrastructure and Public Services</td> </tr> <tr> <td><input type="checkbox"/> Trusted and Engaged Leadership</td> <td><input type="checkbox"/> Sustainable</td> </tr> </table>			<input type="checkbox"/> Healthy and Safe Community	<input type="checkbox"/> Thriving and Vibrant Destination Community	<input type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly	<input checked="" type="checkbox"/> Strong Infrastructure and Public Services	<input type="checkbox"/> Trusted and Engaged Leadership	<input type="checkbox"/> Sustainable
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BACKGROUND:

Since 1989, 7th Street from 52nd Avenue to 53rd Avenue has operated as a one-way roadway for vehicles traveling in the northbound direction. Based on Traffic Commission meeting notes that have been pulled, the one block of roadway was converted into a one-way due to concerns from residents of heavy truck traffic traveling southbound on 7th Street coming from north of 53rd Avenue in Fridley. The concerns about heavy truck traffic traveling on 7th Street were mostly based on reducing traffic flow on 7th Street due to deteriorating roadway conditions that were present at the time. Making 7th Street from 52nd Avenue to 53rd Avenue a one-way roadway and constructing a curb bump out in the southwest corner of the 7th Street/53rd Avenue intersection was decided on as the solution to prevent additional vehicles from coming southbound on 7th Street from north of 53rd Avenue. The vehicles coming southbound on 7th Street are forced to either turn eastbound or westbound on 53rd Avenue.

53rd Avenue from University Avenue to Central Avenue is scheduled to be reconstructed this Summer 2023. Some of the improvements that will be made as part of this project are constructing a 10 foot wide multi-use trail on the southside of 53rd Avenue and constructing Americans with Disabilities Act (ADA) compliant pedestrian ramps at each roadway crossing with the trail. In order to build a proper ADA compliant pedestrian ramp at the 7th Street/53rd Avenue intersection, the bump out that currently exists will have to be removed. The curb line on the southside of 53rd Avenue will be shifted 10 feet to the north to provide sufficient space for the new trail. A new bump out at the intersection can be rebuilt but it is the opinion of Engineering staff to not construct a new bump out and to convert 7th Street from 52nd to 53rd Avenues a two-way roadway. A public hearing should be held to gain perspectives and opinions from residents if the City would like to move forward with removing the bump out and converting the stretch of 7th Street into a two-way roadway.

SUMMARY OF CURRENT STATUS:

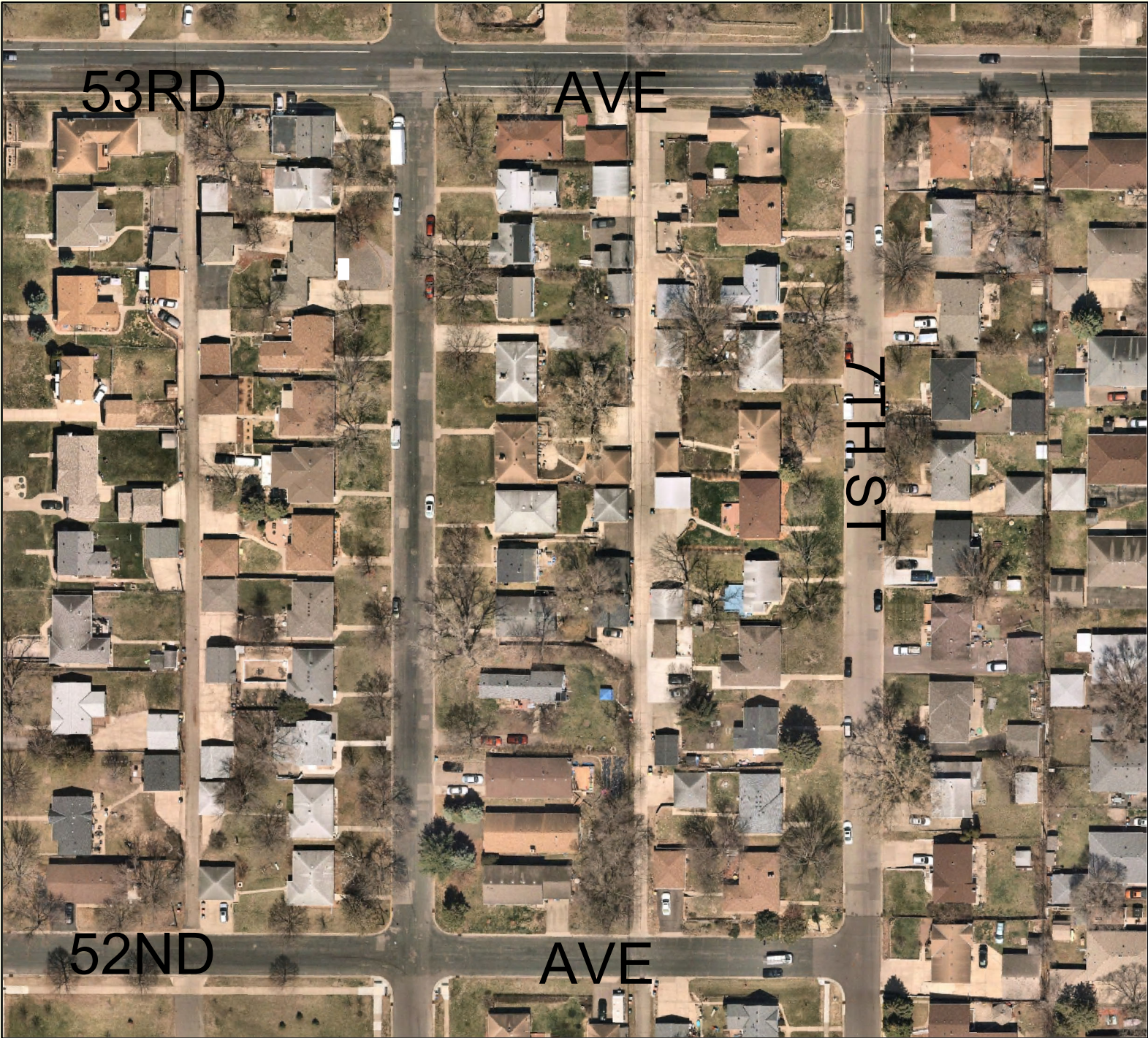
Columbia Heights and Fridley are currently in the final design phase of the 53rd Avenue reconstruction project.

STAFF RECOMMENDATION:

Call a public hearing to discuss removal of the bump out on the SW corner of 7th Street and 53rd Avenue and converting 7th Street from 52nd to 53rd Avenues into a two-way roadway.


RECOMMENDED MOTION(S):
MOTION: None – discussion only.

ATTACHMENT(S): Aerial



 City of
Columbia Heights

**ONE-WAY ROAD
7TH ST FROM
52ND TO 53RD AVE**

 CITY OF COLUMBIA HEIGHTS
GIS / ENGINEERING DEPT
Map Date: April 2023
Map Author: S. Khan

See table below for a summary of community room use. The room was not open for public use in 2020 and library programs were delivered virtually rather than in-person.

HOURS OF USE	For Library programs	By City departments	By the Community	# OF RENTAL EVENTS	REVENUE
2019	479 hours	36 hours	391 hours	12 (after hours)	\$675
2020					
2021	163 hours	40 hours	19 hours	4	\$175
2022	368 hours	42 hours	45 hours	8	\$650
2023 (Jan-Apr)	121 hours	12 hours	13 hours	2	\$100

STAFF RECOMMENDATION:

Discussion regarding available hours to amend the Meeting Room Usage Policy effective July 1, 2023.

ATTACHMENT(S):

Meeting Room Usage Policy for the Library, amended 4/24/2023 (items highlighted in yellow pending review)

MEETING ROOM USAGE

PURPOSE: Providing space for community meetings and to groups or individuals furthers the Columbia Heights Public Library's role in the community as a resource accessible to all residents and the public in general. This policy guides the reservations and use of the Library's study rooms, conference room, craft room, history room, and community room.

PRINCIPLES: As a community service, and a connector of ideas and people, the Library makes available a variety of spaces to accommodate differing needs and groups. The Library encourages use of its facilities within the policies established by the Library Board and City Council.

DEFINITIONS:

Study Rooms: Study rooms are available for individual use or one-on-one discussions. Study rooms are intended for quiet study or consultation by students and other community users. The Library provides three Study Rooms (Rooms 133, 134, and 135) with a capacity of one to three persons per room. Sign-up is required at the time of use; advance reservations are not permitted. Study rooms are not intended for commercial purposes.

Meeting Rooms: Meeting Rooms are intended for groups of four or more people. Meeting rooms include the History Room, Conference Room, Craft Room, and Community Room. These rooms are available for public use when not being used by the library.

History Room: The History Room is located in the main area of the library, has a fixed table and chair setup, has a capacity of 12 persons, and is available on a reservation basis.

Conference Room: The Conference Room is located in the main area of the library, has a fixed table and chair setup, has a capacity of 6 persons, and is available on a reservation basis.

Craft Room: The Craft Room is located in the main area of the library, has moveable tables and chairs and a sink, has a capacity of 8 persons, and is available on a reservation basis.

Community Room: The Community Room is located across the vestibule from the main library space. The Community Room is a flexible use space with tables, chairs, a whiteboard, and limited AV equipment, including a ceiling mounted projector, and screen. Presenters must bring their own laptops. Library staff does not provide technical support for audio-visual equipment.

The Community Room has a capacity of 100 people, and is available on a reservation basis at no cost for \$25 per hour. The Community Room may be reserved between the hours of 7 am and 9 pm Monday through Saturday. 9 am and 7 pm Monday through Thursday, 9 am – 4 pm Friday, and 10 am – 3 pm Saturday.

NON-ENDORSEMENT: Permission to reserve and use a space does not constitute an endorsement by the Library of the group, program, or point of view expressed. The name of the Library may not be used in any publicity for non-library sponsored or co-sponsored meetings except to designate the meeting location. The Library may not be identified as a co-sponsor of a meeting without prior approval of the Library Board, Library Director, or the City Manager in the Library Director's absence.

RESERVATIONS AND USE LIMITATIONS: Rooms that can be reserved are as follow: Craft Room, Conference Room, History Room, and Community Room. Priority for reserving all rooms will be given in the following order:

1. Library sponsored and co-sponsored programs and activities
2. City of Columbia Heights departments
3. General Public

Rooms may be reserved by any person or group that is open to the general public and appropriate to the facility.

1. Appropriate use would not include activities that might damage the facilities, and those which may interfere with the regular use of the library.
2. Because of implied endorsement of the library's institutional standing and potential liability to the library, health screening activities will not be a permitted use of meeting rooms except for outreach programs provided by Anoka County, by local hospitals, or by recognized non-profit health organizations.
3. The rooms may not be used for commercial or fundraising purposes or functions.
 - a. No fees or admission may be charged to individuals attending meetings or programs.
 - b. No commercial transactions may occur, including the provision of fee-based services.
 - c. No fundraising may occur as either a primary or incidental use of the rooms.
 - d. Exceptions may be made for library-related activities.
4. Reservations will not be accepted more than sixty (60) days in advance of meetings. Rooms are available on a first-come, first-served basis. No provisions will be made to reserve rooms on a constant or recurring basis – rooms will be booked for each meeting as appropriate. The Library may limit the number of confirmed reservations for any individual or group to no more than once per month.

5. ~~Reservation Responsibility~~ form ~~and all fees due are is~~ to be submitted at least three days prior to the reservation. ~~Access will not be granted to the facility until all fees are paid and the completed reservation form is submitted.~~ Proof of identification is required to be provided at the time the reservation form is submitted.
6. No alcoholic beverages are allowed.
7. Covered beverages are allowed in all rooms. ~~Light refreshments may be served in the Community Room.~~ No cooking, refrigeration, or electrical appliances are available or may be used. The refrigerator in the Community Room is not to be used by any persons or groups reserving the room without prior approval by the Library Director.
 - a. Persons or groups are required to provide all supplies and are responsible for cleaning up all ~~food and beverage~~ waste.
 - b. Exceptions to this policy are possible for library or City sponsored events.
8. Storage of equipment or supplies for groups using the rooms is not permitted.
9. Nothing may be affixed to library walls or windows (e.g. tape, tacks, putty, temporary hangers, etc.).
10. Furniture must remain in the space and put away when done.
11. Rooms must be picked up and cleaned before the person or group leave. Chairs and tables must be returned to their original places. The room must be vacant by the hour specified on the application or 15 minutes before the library closing time for the Conference Room, Craft Room, History Room, and Study Rooms. User will be responsible for any damage to room, furniture, or equipment.
12. Smoking, including the use of e-cigarettes and chewing tobacco, is not allowed in any of the rooms of the library building.
13. No keys will be issued for the library facilities.
14. The library reserves the right to revoke a reservation to use any room if the room is needed for library purposes at the specified time. All attempts will be made to provide a minimum two-week notice of the cancellation.

RESPONSIBILITIES:

1. Patrons shall comply with all federal, state, and local laws. Entrance onto Library property and use of its facilities indicates acceptance of and willingness to abide by all applicable policies and procedures. Future reservations may be denied if an individual or group is out of compliance.
2. The Library retains the right to monitor all meetings, programs, and events conducted on the premises to ensure Library policies are followed. Library staff shall have free access to any meeting or event at all times.
3. The person or group reserving the room is responsible for leaving the room in good condition. If the room requires additional tear down or cleaning after a meeting, the contact person for the group will be charged a fee of \$100. In addition, the person or group may be denied future reservations of the Library rooms.
4. All clean-up must be completed within the time specified on the application and no later than 15 minutes prior to closing for all rooms except the Community Room.

CANCELLATIONS:

1. Persons or groups reserving the rooms should notify the Library as soon as possible if it is necessary to cancel a reservation.
2. Repeated cancellations or failure to show may affect the ability to reserve meeting rooms in the future.
3. If meeting room users are 10 or more minutes late for their booked time, library staff may allow other patrons to book the room.

INDEMNIFICATION: The person or group reserving the room shall indemnify, defend, and hold harmless the City of Columbia Heights, its officers, agents, and employees from and against any and all claims, suits, actions of any kind, arising and resulting and accruing from a negligent act, omission, or error of the person or group resulting in or relating to personal injuries or property damage arising from the person or groups' use of the library.

PARKING: In an effort to preserve library parking stalls for general Library patrons, persons or groups renting the Community Room that anticipate attendance to exceed 15 people are asked to direct their attendees to park at the municipal parking ramp located at 4025 Van Buren Avenue NE or the municipal parking lot located on the south side of 40th Avenue between Central Avenue and Van Buren Avenue. If the Library experiences issues with patrons not having available parking during a large group reservation the Library may deny future room reservations to that group.

Adopted: 12/7/1993

Revised: 1/9/1996; 9/7/1999; 6/3/2003; 5/8/2007; 7/13/2016; 6/13/2018; 3/9/2020; 7/26/2021;
04/27/2023



CITY COUNCIL WORK SESSION MEETING

AGENDA SECTION	WORK SESSION ITEM
MEETING DATE	MAY 1, 2023

ITEM:	City Council; Muralist(s) and New City Hall Art.	
DEPARTMENT:	Administration	BY/DATE: Kevin Hansen / April 28, 2023
CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i>		
<input type="checkbox"/> Healthy and Safe Community <input checked="" type="checkbox"/> Thriving and Vibrant Destination Community		
<input checked="" type="checkbox"/> Equitable, Diverse, Inclusive, and Friendly <input type="checkbox"/> Strong Infrastructure and Public Services		
<input type="checkbox"/> Trusted and Engaged Leadership <input type="checkbox"/> Sustainable		

BACKGROUND:

Council has discussed at recent Council Corner meetings having a mural in Columbia Heights as well as potentially hosting a small art display at the new City Hall. The space and / or location for these public works of art have yet to be determined as this is in the very preliminary planning stages.

SUMMARY OF CURRENT STATUS:

Staff and Councilmember Buesgens have completed research on two potential mural artists:

Greg Preslicka
<https://thebigpicturemurals.net/time-lapse-video>

Lili Lennox
<http://www.gildedlili.com/lili>

STAFF RECOMMENDATION:

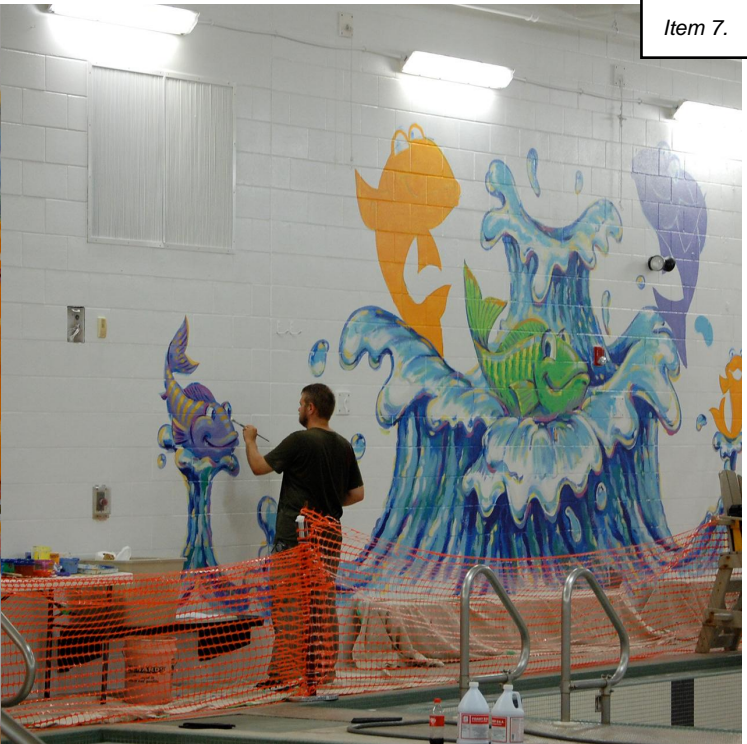
Establish a public art policy prior to proceeding with projects.

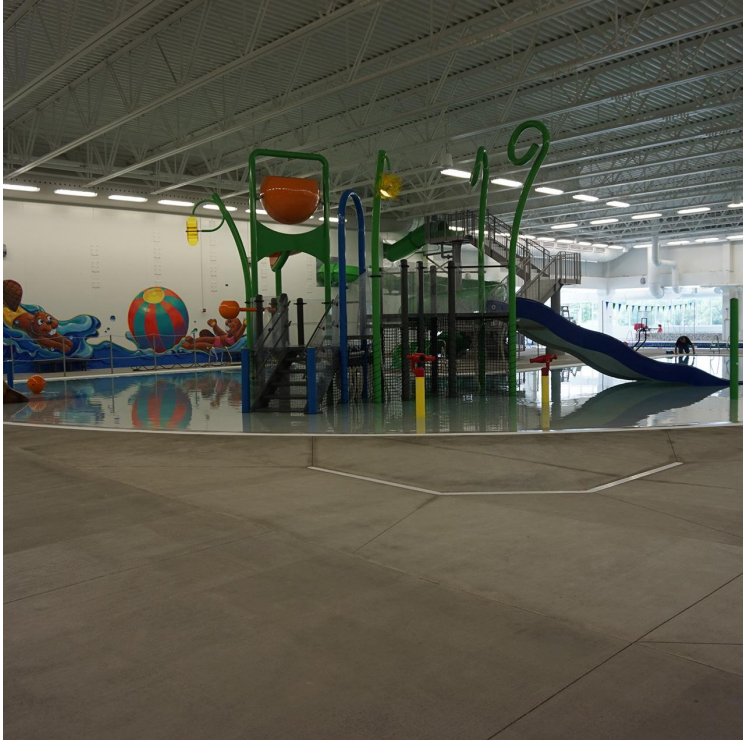
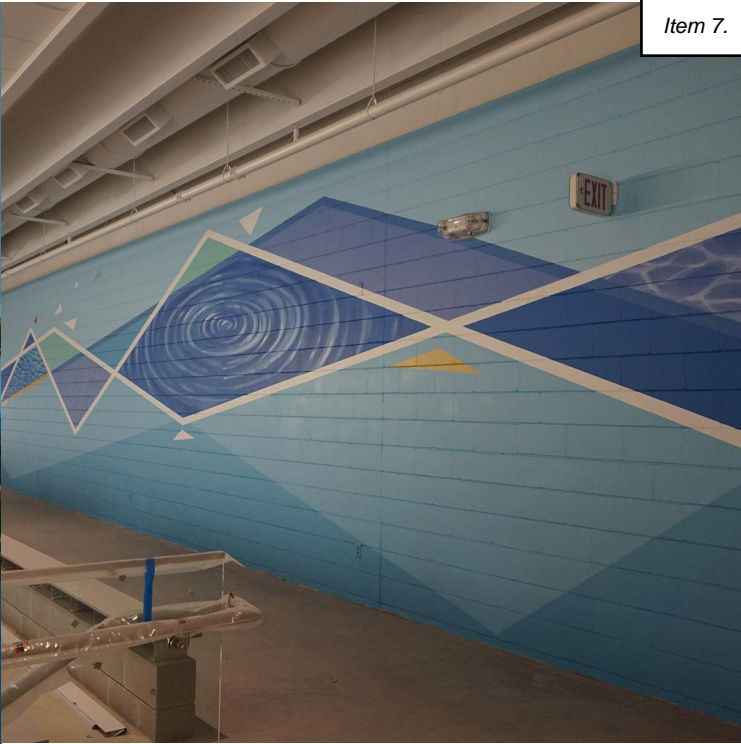
ATTACHMENT(S):

Greg Preslicka Profile Information
 Lilli Lennox Profile Information









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ABOUT GREG





Greg Preslicka came into painting murals somewhat on a whim. One summer his kids asked him to paint something on their bedroom walls. That turned into painting other kid's rooms. Then he had the opportunity to bid on painting a YMCA gym. They wanted a 360° mural of a fun jungle scene. After being awarded the bid he realized he had never painted anything quite that big. Nearly scare out of his wits he decided he needed to practice since he had never painted anything standing 12' up on a ladder. So he found the biggest wall he could in his garage and practiced by painting a palm tree and monkeys. The neighbors were quite confused as to why he had monkeys in his garage but the practice helped and the YMCA gym was a success and lead to nearly 100 more murals.



Along with painting big stuff Greg has had a successful career as a graphic designer specializing in package, retail and kids design. Over his 30+ career he worked on projects for; Nabisco, General Mills, Malt-O-Meal, Hormel, 3M, and many municipalities.



Recently Greg has turned his talents to inventing and designing board games. He has had 6 games licensed with Fisher Price, Spin Master, Winning Moves, MGA, IDW, and Think Fun.



Drawing and painting has always been a part of who I am and I love to share it with people.



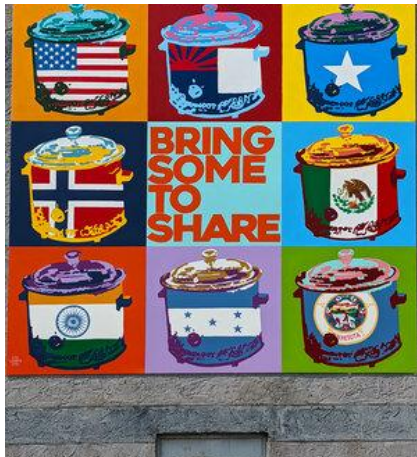
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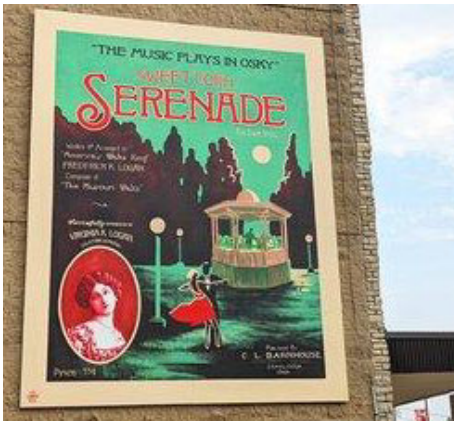
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2021 'Decorative Art + Natural Beauty' for Imagine Iowa Great Lakes, Okoboji, IA.

Exterior Murals



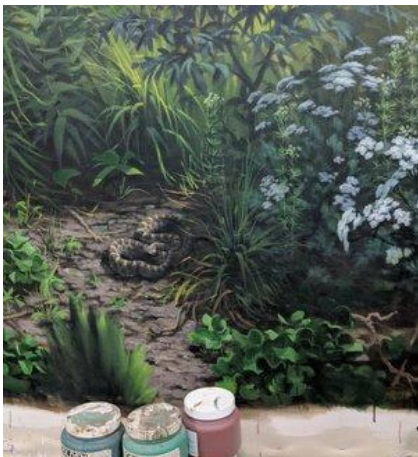


Item 7.



Interior Murals







Residential Interiors



LILI PAYNE LENNOX, MURALIST IN MINNEAPOLIS

Item 7.



For 17 years Lili has built a business as a scenic artist and muralist, her notable clients being Macy's Special Events (Minneapolis and Chicago), the Loews Hotel Minneapolis, Split Rock Studios museum services, and numerous public art commissions. Her murals are installed in businesses and organizations all over the country, while mainly concentrated in Minnesota.

Lili is a founding member and Chair of the [Guild of Scenic Artists](#), a national non-profit organization working to foster community, provide educational resources, and help with the industry challenges of professional Scenic Artists.

She was featured on an episode of Pioneer Public Television's *Postcards*, an award-winning art and culture program showcasing the people and communities of western Minnesota. [See it here.](#)



Lili can be reached by email at web@gildedlili.com or at 612-220-4152.