



CITY OF COLUMBIA HEIGHTS ANNUAL REPORT

2018

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COLUMBIA HEIGHTS
REDISCOVER THE HEIGHTS

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OVERVIEW

In 2018...

...the City of Columbia Heights bid farewell to longtime City manager Walter Fehst, who handed the reigns over to Kelli Bourgeois after 22 years in the role. Fehst retired on Dec 31, and Bourgeois, former assistant City manager and Human Resources Director, took over Jan 2 of 2019.

...residents turned out in big numbers to celebrate a variety of community events, including National Night Out, the Canadian Pacific Holiday Train concert, the Columbia Heights Community Picnic, the Fire Safety Open House, the Citywide Garage Sale, the Jamboree, the Library's 90th Anniversary Open House, and the inaugural Cheers for Beers and Truck or Treat events, to name a few.

...the Outstanding Citizen Award went to active community member Tanya Moore, and the Employee of the Year Award went to Mike O'Reilly, street and park superintendent. Congratulations Tanya and Mike!

...the Columbia Heights Police Department won the international Leadership in Community Policing Award as designated by the International Association of Chiefs of Police, marking the second time the department has won the honor. The CHPD also hosted a dozen successful Coffee With a Cop events and helped coordinate a record-setting Shop With a Cop fundraiser this winter. Earlier in the year, school resource officers Mohammed Farah and Ibrahim Farah became the first Somali D.A.R.E. Instructors in the state.

...the Columbia Heights Public Library celebrated its 90th Anniversary and was a 2018 Merit Award winner for 'excellence beyond design' as designated by the Minneapolis branch of the American Institute of Architects.

...City crews completed major Keyes Park renovations, and a team of volunteers helped plant 60 new trees in the park last summer.

...a collaborative effort among neighborhood groups and the Police, Community Development, Columbia Heights Recreation / Murzyn Hall, and Public Works departments made possible the

opening of the City of Peace Neighborhood Center in the Circle Terrace Neighborhood.

...Bruce Nawrocki Park, named in memory of former City Council member and Mayor Bruce G. Nawrocki, who passed away in April, 2018, had its grand opening at a ceremony adjacent to the City of Peace Neighborhood Center last summer.

...resident engagement continued to be strong in Columbia Heights, as both the primary and general elections saw voter turnout reach numbers well above the state average, which was already well above the national average.

...Councilmembers up for election this fall, John Murzyn Jr and Nick Novitsky, kept their seats, and Mayor Donna Schmidt was reelected.

...the Economic Development Authority, in partnership with the CHPD, launched the inaugural Façade Improvement Grant Program, which helped fund exterior improvements for eight businesses along Central Ave. Just a day after the security cameras that were installed as part of the grant program, a vandal was captured on camera and the footage was used to track down the suspect.

...for the 27th year in row, the City of Columbia Heights Finance Department won a Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association, the highest form of recognition in the area of governmental accounting and financial reporting in North America.

...the Columbia Heights Fire Explorers youth enrichment program celebrated its 40th anniversary, and the Columbia Heights Fire Department continued its annual mission to teach fire safety to all students in the district.

...the City welcomed its first Communications Coordinator last spring. Ben Sandell took on the newly created position in April.

Thanks so much to residents, City staff, Mayor, City Council and other elected officials, volunteers, businesses, and community groups for making 2018 such a great year for Columbia Heights!



Below represents just a snapshot of Columbia Heights' 2018 year in images. Find many more photos throughout this report.



2018 Recognitions

Outstanding Citizen

2018 Outstanding Citizen of the Year Award Goes to Active Community Member Tanya Moore

Ever since she was a kid volunteering to help at her neighborhood park in South Minneapolis, Tanya Moore has stayed true to her philosophy: if you want to change your world for the better, you have to get involved.

It was this enthusiasm for community engagement that helped Moore earn the City of Columbia Heights' 2018 Outstanding Citizen Award. She was formally recognized for the award at the City Council meeting on June 11.

Moore moved to Columbia Heights 17 years ago and quickly got involved in a number of community organizations. She is currently on the board of directors for the Columbia Heights Athletic Boosters and has been a longtime member of the Lions Club where she volunteers for a range of activities and events, including the annual Jamboree.

She works as a paraprofessional with the Columbia Heights School District, where three of her five children are enrolled, and frequently volunteers to coach youth sports and assist with extracurricular events. Moore is often joined in

her volunteer work by her husband Nelson and the rest of her family.

She said she hopes the Outstanding Citizen Award inspires more people to get involved in their community.

"There are so many different organizations in our community looking for people to volunteer," Moore said. "I'd love to see new faces out there."

About the Award

Every year the City seeks to find one adult and one youth within the community who puts the needs of others before their own. Nominees can be submitted by anyone. The only requirement is that those who

are nominated live in Columbia Heights. The selection process gives extra consideration to people who have not otherwise been publicly recognized.

Moore was selected from a group of nominees by Mayor Donna Schmitt and last year's Outstanding Citizen winner Amada Márquez Simula.



Tanya Moore, right, receives her Outstanding Citizen Award from Mayor Donna Schmitt at a Columbia Heights City Council meeting in June

2018 Recognitions

Employee of the Year

2018 Employee of the Year Award Goes to Public Works Superintendent Mike O'Reilly

Thirty-four years ago, the City Council approved the Employee of the Year Award as a method of rewarding employees seen by their peers and supervisors as deserving of special recognition for their accomplishments and contributions to the City of Columbia Heights.

This year, Mike O'Reilly, street and parks superintendent, became the 39th employee to receive the honor.

Described by those who nominated him as having a 'get it done' attitude, O'Reilly has worked for the City since 1979, when he started as a maintenance worker. He is often the first person to be called when other City departments need help, and there's no counting the number of times he has responded to emergency after-hour situations, or has woken up in the middle of the night to determine if the roads need to be plowed. O'Reilly has overseen a cohesive operation for City-owned street lights, a reduction in the City's salt usage, and the reworking of the Municipal Service Center stor-

age yard to accommodate all of Public Works activities, including storm water treatment. He also helped maximize the efficiency of the City's snow plowing operations and guided the change from reactive to proactive snow management.

"We honor him for being an asset, not just to Public Works, but to our community, to our entire workplace, and our lives," said Mayor Donna Schmitt. "This award has been a long-time coming."

On an annual basis, each employee is given the opportunity to nominate themselves or another employee for the Employee of the Year Award based on three criteria: Public Relations, Consistency of Performance, and Significant Accomplishments. The com-

mittee who reviews nominations and chooses the Employee of the Year is composed of former Employee of the Year recipients who are still employed by the City.



Mike O'Reilly accepts the Employee of the Year award plaque from Mayor Donna Schmitt and former City Manager Walter Fehst.



ADMINISTRATION

Introduction

The Administration Department is responsible for daily administration of the City, the annual budget, supervision of City departments, human resource functions, the City Code, communications, special projects/events, cable television administration, boards and commissions, City election coordination, and City Clerk functions.

The City Manager is the Chief Administrative Officer for the City and is appointed by the City Council. The City Manager is responsible for the daily administration of the City, including:

- Appointing and advising division heads
- Enforcing ordinances and council directives

- Preparing the annual budget for council review
- Supervising City Clerk, HR Manager, Communications Coordinator, and all City departments as determined by the City Charter
- Final approval of personnel decisions

In 2018, the Administration Department said farewell to longtime City Manager Walter Fehst. Assistant City Manager Kelli Bourgeois was selected by the Council to be his replacement. The Department also added a communications coordinator position early in the year, filled by Ben Sandell.



City Clerk Katie Bruno spearheaded the 2018 election duties, including the oversight of all polling locations and ballot counting, and the selection, training, and supervision of more than 90 election judges. The Communications Coordinator organized multiple Candidate Forums in the City Hall Council Chamber.

Administration staff helped coordinate the third annual Community Picnic, where 25 local organizations set up information booths and the Boosters Club helped distribute free hot dogs to residents.

Also in 2018, department staff oversaw the re-design of the City Newsletter, the development of a Welcome Packet for new residents, the development of a City writing style policy, the purchasing of two new cameras for photography and video, the promotion of a Citywide photo contest, the posting of more than 100 City news stories on the Columbia Heights website, the implementation of ArchiveSocial data practices software, a nearly two-fold increase in City Facebook followers, and the creation of a City Youtube page.

Administration Department Staff

Name	Title	Start Date	End Date
Walter Fehst	City Manager	July 8, 1996	Dec 31, 2018 (retired)
Kelli Bourgeois	Human Resources Director/ Assistant City Manager	July 10, 2014	----
Ben Sandell	Communications Coordinator	April 23, 2018	----
Katie Bruno	City Clerk	May 19, 2014	----
Nancy Becker	Administrative Assistant for Human Resources	Sept 1, 2015	----
Adam Davis	Cable Intern	Oct 23, 2000	----

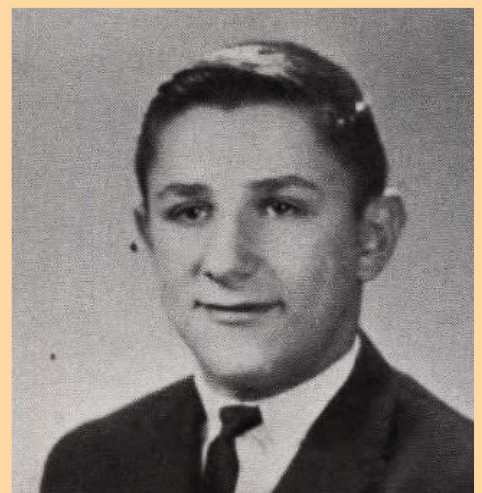


On the day of his retirement party, City Manager Walter Fehst gathered administration staff and division heads for this photo outside of Heights Theater. From left to right: Police Chief Lenny Austin, Public Works Director Kevin Hansen, City Clerk Katie Bruno, Community Development Director Joe Hogeboom, Assistant City Manager Kelli Bourgeois, HR Administrative Assistant Nancy Becker, Fire Chief Gary Gorman, Fehst, Finance Director Joe Kloiber, Library Director Renee Dougherty, Rec Director Keith Windschitl, Communications Coordinator Ben Sandell.

After 22 Years, City Manager Walter Fehst Retires



Walter Fehst in his City manager's office, 2018



Top: Fehst's high school picture. Bottom: Fehst making the case for Columbia Heights All-America City Award.

Twenty-two years ago, Walter Fehst accepted a position as City manager for Columbia Heights. It wasn't his only option at the time, but it was his favorite option. There was just something about the atmosphere, the proximity, the diversity, the spirit of the town that drew him in. More than two decades later, those feelings haven't changed. In fact, they've only grown, which has made it all the harder to walk away.

Fehst, 72, retired at the end of 2018, capping off over four and a half decades in city government.

"I didn't think I would be at Columbia Heights this long," Fehst said. "But I've enjoyed the work so much, and I've enjoyed the people here so much. It's been tough to leave."

Fehst, who holds an undergraduate degree from the University of Notre Dame and an MBA from Northwestern University, got into city government almost by accident. It wasn't his original career choice, but in 1972 when the position of administrative assistant to the city manager opened in his hometown of Joliet, Illinois, he figured the job might give him a chance to flex his skills as a negotiator and mediator.

"I didn't expect to get the job," Fehst said. "I had no government experience, but they wanted someone who knew the town."

He may not have had government experience, but Fehst was no stranger to leadership positions. He was a 1st Lieutenant in the United States Army Air Defense Artillery, and a line officer with command over about 100-200 troops. He retired as a captain from the inactive reserves.

After his time in Joliet, Fehst had stints as city manager at Robbinsdale, MN, and Mountlake Terrace, WA, before taking the job in Columbia Heights. Over the years, he has seen the City through its share of ups and downs. The 2008 recession and subsequent budget cuts were tough times, but when redevelopment picked up again, the City bounced back stronger than ever. The business district improved, a new library and public safety building opened, crime dropped, and, in 2016, Columbia Heights earned the All-America City Award as designated by the National Civic League.

These achievements wouldn't have been possible, Fehst said, without the help he's had from residents, elected officials, and a skilled team of employees.

"Everybody else is so competent at their jobs. I'm very fortunate that way," he said. "I've always had good staff."

One of the most important things to do as a city manager, Fehst said, is to hire the right people and then get out of their way.

"Support them when they need it, and remove hurdles where you can, but set your ego aside." As for working with residents, Fehst said, it's all about listening. "You have two ears and one mouth; listen twice as much as you talk. It's hard to know how to make the right choices for your city and a community if you're not hearing what people have to say."

Fehst's last official day on the job was Dec 31.

"It's been a fun ride," he said. "There's nothing guaranteed to you about this job. I appreciate the fact I was allowed to do it as long as I did. I'm really going to miss it."

Human Resources Report

New Hires

The City experienced several personnel changes this year. Overall, in 2018, the City hired fourteen full-time employees (four on a promotional basis), eleven part-time employees, one paid-on-call firefighter, and numerous seasonal and temporary positions. Openings occurred mainly due to attrition.

At the end of 2018, HR Director and Assistant City Manager Kelli Bourgeois was selected to replace retiring City Manager Walter Fehst, leaving open the HR role for the first part of 2019.

Years of Service Awards

The following employees were recognized for their years of service:

- **5 Years:** Winnie Coyne (Library), Eric Hanson (Public Works), Joe Hogeboom (Community Development), Kurt Mueller (Liquor), and Andy Museus (Police)
- **10 Years:** Pooran Bisnauth (JPM), Rachel Meyers (Library), Bill Monberg (Police), Nicole Schmalzbauer (Liquor), Kelly Schmidt (Fire), and Barb Thomas (Public Works)
- **15 Years:** Tony Cuzzupe (Fire)
- **20 Years:** Matt Markham (Police)
- **25 Years:** Elaine Dietz-Mamaril (Library)
- **30 Years:** Jeff Kline (Public Works)
- **35 Years:** Beth O'Brien (Police)

The Employee of the Year and Years of Service Awards were announced at the annual employee holiday luncheon/recognition event, held Dec 5 at Murzyn Hall.

Labor Contracts

All six collective bargaining agreements expired Dec 31, 2018. The City successfully negotiated and entered into three-year Agreements with all six units. Collective bargaining agreements were approved by the City Council at their Jan 28, 2019 meeting.

Grievances

One grievance was filed in 2018. The grievance was settled and an MOU entered into.

Furloughs

The City did not require mandatory furloughs nor did it offer voluntary furloughs in 2018.

City-Wide Safety Committee

The Columbia Heights City-Wide Safety Committee continued to meet in 2018.

Members of this committee (as of year-end) were:

- Nancy Becker, Administrative Assistant—Human Resources (Chair)
- Tom Costello, Assistant Liquor Manager
- Gary Gorman, Fire Chief
- Eric Hanson, Facilities Maintenance Supervisor
- Mike O'Reilly, Public Works Superintendent- Streets & Parks
- Greg Sinn, Police Officer-Police

All locations are to be represented on the committee, with a required balance between supervisory and staff personnel.

The main charge of this committee is to review injuries on duty, and to determine if they could have been prevented and how they can be prevented in the future. In 2018, there were eight recordable injuries, resulting in 34 days away from work, and 58 days of restricted work activities.

The City renewed its contract for services with Safe-Assure to draft updated safety manuals and compliance documents, provide required and voluntary safety training, and conduct building safety inspections for all departments within the City except Public Works, Police, and Fire as they have their own safety programs.

Required AWAIR, Right to Know, Bloodborne Pathogen, Emergency Action Plans, and Ergonomics training was provided to all employees.

City Clerk Report

City Council

The City Council met for a total of 46 meetings in 2018. There were 23 regular City Council meetings held, 11 work session/budget meetings, three special work sessions, one local board of appeal/equalization meeting, one special meeting, one reconvened meeting, two public hearings and four assessment hearings held in 2018.

Council members as of 2018: Donna Schmitt (mayor), Connie Buesgens, John Murzyn Jr., Nick Novitsky, and Bobby Williams.

Ordinances and Resolutions

During 2018, eight ordinances were proposed, seven were approved, and 102 resolutions were requested, eleven were removed. Property abatements accounted for seventeen of the requested resolutions and rental license revocation accounted for four of the requested resolutions.

Elections

Ninety-five judges were hired to staff eight precincts. Anoka County implemented the use of PollPads for voter check-in and registration. City staff coordinated and conducted PollPad training for all judges.

The City continued to see a great number of early voters in 2018. The Primary Election was fairly steady with approximately 261 people voting early at City Hall. Total of mail-in, in-person, military and overseas absentee ballots was 438. On Election Day, 3229 additional ballots were cast, 32% voter turnout.

The following six candidates filed for the mayor seat: Connie Buesgens, Sean P. Clerkin, Jeff Harstad, Gary Peterson, Donna Schmitt, and Joseph Sturdevant. Donna Schmitt and Connie Buesgens received the

most votes, and advanced to the general election. The following four candidates filed for two council seats: Nelle Bing, Kay “Kt” Jacobs, John Murzyn, Jr., and Nick Novitsky.

The general election had a large turnout of absentee voters, with 1126 people voting early at City Hall and 752 of the votes cast during the direct balloting period in person at City Hall in the two weeks prior to the election. The total of mail-in, in-person, military and overseas absentee ballots was 1956. On Election Day, 7121 additional ballots were cast, accounting for 73% voter turnout.

More than 9,000 residents in Columbia Heights voted in the Nov 6, 2018, midterm elections, about 78 percent of the City’s total registered voters. That shatters the overall state percentage of 64 percent, which itself was the highest for a midterm election since 2002, according to estimates from the Secretary of State’s Office.

In the City races, all three incumbents—Mayor Donna Schmitt and councilmembers John Murzyn Jr. and Nick Novitsky—held their seats.

Ballot Questions

The following two questions related to the City Charter were on the ballot (both failed):

Question 1-Shall the Columbia Heights City Charter be amended to change the mayoral term from a two-year term to a four-year term, with the change being effective January 1, 2021?

Question 2-Under the current city charter, the Police Department is under the control of the Mayor. Shall the Home Rule Charter of the City of Columbia Heights be amended to place control of the Police Department under the City Manager? If approved, this change shall take effect 30 days from the date of the election.



Communications and Outreach

New Communications Coordinator

The City Council approved the creation of a communications coordinator position in late 2017. This was the first position within the City focused specifically on citywide communications. Ben Sandell started in the position April 23, 2018.

Community Picnic

The City of Columbia Heights' annual Community Picnic was June 21, from 4 to 7 pm, at Huset Park West, organized by the Communications Coordinator with help from Community Development Assistant Jodi Griffin, with participation from all departments. City and community organizations hosted 25 informational booths around the Huset Park Splash Pad. The Athletic Boosters cooked and handed out 600 free hot dogs for residents. A mariachi band provided an hour of



music, HeightsNEXT passed out free ice cream, and a face painter helped brighten up kids' faces with colorful designs. It's estimated that about 600 people visited the picnic during the event. This was the second annual Community Picnic around the Splash Pad.

City Services Expo and Town Hall

Columbia Heights held its first City Services Expo and Town Hall March 2, 11 am to 2 pm, 2019, at the CH Public Library. Planning for the event began in the summer of 2018. Check the 2019 annual report for more details on the event.

Cable

By the close of 2018, cable subscribers in the Columbia Heights franchise area totaled 3,400, resulting in a penetration rate of 35%. Franchise and PEG fees received by Columbia Heights in 2018 totaled \$221,833.

Newsletter

The City Newsletter was mailed to every household four times in 2018: spring, summer, winter, fall. The 12-page document, which is attached to the Recreation Brochure, underwent a redesign over the course of 2018. In the fall, graphic design contractor Ruth Dunn turned the design of the newsletter back over to City in-house staff. See page 15 to see the evolution in cover designs over the course of 2018. City contracted with Lindsey Fuhman of PixelPoint Design to help create the new design. After reports that the City Newsletter wasn't reaching every household, the City hired mailing company Do-Good to revise the mailing list and ensure all newsletters reached their intended audience. Previously, the newsletter was mailed out by the printing company Nystrom, which continues to be the print source for the newsletter. The newsletter is mailed to 9,600 households in Columbia Heights.

Social Media

The City maintains many social media accounts, including a Youtube channel, a police Instagram and Twitter account, and Facebook accounts for the Police Department, Fire Department, Library, and City as a whole. In 2018, the City's Facebook page attracted 500 additional followers, for a total of 1,000 followers by the beginning of 2019.

Near the end of 2018, the City hired the firm ArchiveSocial to keep track of all posts and comments made on the City's social media pages. This was to ensure that the City has complete and proper records in the event of a data practices request. A social media comments policy was posted on the City's Facebook page to help regulate controversial posts from the public.

Communications Committee

In 2018, the Communications Committee was made up of Paula Haynus, Jeff Hanson, Jodi Griffin, Sue Schmidtbauer, Jason Schulz, Kelli Bourgeois, Nancy Becker, Deanna Saefke, Winnie Coyne, Karen Olson, John Larkin, Katie Bruno, Keith Dhal, Joe Hogeboom, and Ben Sandell (chair). The committee met monthly, except in July and December.

Website

The City continues to contract with Revize to host the City's website. Roughly 100 City news stories were posted online in 2018.

City Newsletter Redesign



Last newsletter designed by Ruth Dunn, outside contractor.

First newsletter designed in-house by communications coordinator, with assistance from graphic design company PixelPoint Design, with plans for further changes.

Police department earns second international award
The Columbia Heights Police Department was selected by the International Association of Chiefs of Police (IACP) for the 2018 Leadership in Community Policing Award, marking the second time the department has won the honor. The first was in 2012.
"It's not just our award. It's the community's award," said Police Chief Lenny Austin. "Policing is challenging in and of itself, but quite frankly it would be impossible without the strong partnerships and strong ties we have with our citizens, with other city departments, and with our government and community leaders."



Harriet Blythe and her daughter Jeanette in 1928 prior to the Red Wagon Brigade, a project headed by Blythe and the Silver Lake School Mothers Club to collect books, magazines and furniture for the first public library in Columbia Heights, which opened Dec 3, 1928, at 3949 Central Ave NE, in the Heights Theater.

Columbia Heights Public Library celebrates its 90th year with fall events

Join the Columbia Heights Public Library as it celebrates its 90th anniversary in 2018.

After 90 years, the Columbia Heights Library on Central Ave finds itself a mere stone's throw from its original location at the Heights Theater building, where it shared a small space with the theater and a handful of other businesses back in 1928. The library has been housed in a half dozen buildings since its inception and is steeped in Columbia Heights history.

This fall, the library will mark its 90th anniversary with a series of public events:

- "History of Columbia Heights and Hilltop," Saturday, Oct 13, 1 pm, Library Community Room: The Anoka County Historical Society will present an audio-visual tour of historical photographs and stories from the beginnings of Columbia Heights and Hilltop when they were located in their own tiny county of Manomn.

Library, continued on page 8



Longtime City Manager Announces Retirement

Twenty-two years ago, Walter Fehat accepted a position as City manager for Columbia Heights. It wasn't his only option at the time, but it was his favorite option.

There was just something about the atmosphere, the proximity, the diversity, the spirit of the town that drew him in. More than two decades later, those feelings haven't changed. In fact, they've only grown, which has made it all the harder to walk away.

Fehat, 72, announced he'll be retiring at the end of the year, capping off over four and a half decades in city government.

"I didn't think I would be at Columbia Heights this long," Fehat said. "But I've enjoyed the work so much, and I've enjoyed the people here so much. It's been tough to leave."

Fehat moved to Columbia Heights in 1996 with his wife Linda and sons Nick and Zach, who went to school here.

Continued on page 2



Walter Fehat in his City manager's office, 2018

Library Photo Exhibit Opens Dec 1

Columbia Heights proved to be highly photogenic—106 images were submitted for the Columbia Heights Public Library Photo Exhibit this fall. The exhibit will go on display Dec 1 at the library as part of its 90th anniversary celebrations.

Photos were selected by the library's Public Art Advisory Committee through a multi-round process. About 25 photos were selected for inclusion in the exhibit. A sample of the photo selection

is shared in this newsletter (see page 3 for more images).

The exhibit was made possible through a partnership between the City of Columbia Heights, the Art Advisory Committee, and the Northeast Newspaper.

The photos provide insight into how residents see their town, said Margo Ashmore, publisher of the Northeast Newspaper.

Continued on page 3



Sweet Relief by Dustin Scholl was one of the photos selected for the library exhibit.



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SEE FLIP SIDE FOR RECREATION PROGRAMS



The renovated Keyes Park, complete with 60 newly planted trees, will be fully open this spring. Find out more about the future of Columbia Heights park improvements on page 10.

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COLUMBIA HEIGHTS
REDISCOVER THE HEIGHTS

SEE FLIP SIDE FOR RECREATION PROGRAMS

Completed newsletter redesign.



COMMUNITY DEVELOPMENT

Introduction

Through community engagement, the Community Development Division strives to better understand the values of the community—both business and residential—and reflect those values in its programs, projects, policies and development standards implemented throughout the year.

In 2018, the Community Development Division began implementing the strategic plan adopted by the City Council in 2017. The strategic plan outlined the City Council's vision for the City through 2040 and the necessary goals and objectives required in achieving that vision.

The Community Development Division is charged with the overall land use planning and development activity within the City, specifically with the implementation, administration, and enforcement of the City zoning code and respective state building codes, but also coordination of economic development activities that both directly and indirectly act as catalysts for improving the overall quality of life, business vitality, and economic performance of the City.

The Community Development Division performs the following four core functions of the City:



- Planning and Zoning – Long range planning and zoning administration and enforcement, development plan review, historic preservation, and corridor enhancement review.
 - Economic Development Department—Business and workforce development, neighborhood stabilization, property acquisition and redevelopment.
 - Housing Department—Audit duties associated with the HRA’s former ownership of Parkview Villa.
 - Building Safety Department—Building, mechanical, and plumbing permitting and inspections, code compliance and enforcement, as well as business licensing.
- Each core function plays a fundamental role in achieving the City’s vision of ensuring and fostering a safe community; diverse, welcoming “small-town” feel; economic strength; excellent housing and neighborhoods; affordability; and strong infrastructure and public services.

Community Development Staff

Name	Title	Start Date	End Date
Joseph Hogeboom	Community Development Director	Oct, 2013	----
Keith Dahl	Community Development Manager	Jan, 2016	----
Elizabeth Hammond	City Planner	Aug, 2013	----
Larry Pepin	Building Official	Jan, 2005	----
Shelley Hanson	Admin. Assistant	May, 2001	----
Jodi Griffin	Admin. Assistant	Dec, 2015	----



The Community Development Department took this photo on Akua Opoku's last day as intern. From left to right, City Planner Elizabeth Hammond, Economic Development Manager Keith Dahl, Administrative Assistant Shelley Hanson, Community Development Intern Akua Opoku, Building Official Larry Pepin, Community Development Director Joe Hogeboom, and Administrative Assistant Jodi Griffin.

Planning and Zoning

2018 Changes and Members

In 2018, the Planning & Zoning Commission bylaws were amended to remove the word “Zoning” from the name. The following changes were also made: increased membership of the Planning Commission to seven, establishment of an attendance requirement that mandates members be present at a minimum of 75% of regularly scheduled meetings, and rescheduling the time of the meetings to 6 pm.

The seven members on the Planning Commission are appointed by the City Council to serve in an advisory role concerning land use and zoning items. In 2018, the Planning Commissioners included: Marlaine Szurek, Chair, Rob Fiorendino, Vice Chair, Stan Hoium, Treasurer, Mike Novitsky, Adam Schill, Tom Kaiser and Eric Sahnaw. Councilmember John Murzyn Jr. served as Council liaison to the Planning Commission and Elizabeth Hammond served as its staff liaison.

2018 Planning Commission Highlights

1. Reviewed a request for a Conditional Use Permit and Variance for an LED Monument Sign for the Public Library located at 3939 Central Ave.
2. Completed an Interim Use Permit for temporary fireworks sales at 4005 Central Ave. NE. (Renaissance Fireworks, Inc.).
3. Established a PUD, Planned Unit Development District to provide greater flexibility with development and redevelopment; preserve historical, environmental, and aesthetically significant features; promote a high quality of design; and encourage more technological and energy efficient developments in Columbia Heights.
4. Completed a Zoning Text Amendment removing religious facilities, convents, monasteries, and K-12 Public or Private Schools as permitted uses in the Limited Business Zoning District.
5. Reviewed and approved a Site Plan Application for the construction of a Hy-Vee Fast and Fresh Convenience Store on the vacant parcel located at the northwest corner of 47th Avenue and Central Avenue.
6. Reviewed and approved a Site Plan application for the construction of an accessory structure on the property located at 831 40th Ave NE., Minneapolis Saw.
7. Completed the review of a (CUP) Conditional Use Permit Amendment Application for the property located at 4025 University Ave. NE. The original CUP granted in 1995 which allowed the operation of a daycare at this property did not address the hours

of operation. The amended CUP restricts the hours of operation on the property from 8 am to 7 pm.

8. Completed the review of an application for a Variance to the front and side yard setbacks for the construction of a new accessory structure at 685 49th Ave NE.
9. Processed a Zoning Text Amendment to remove the Planning and Zoning Fee Schedule from the Zoning Code.
10. Considered a Variance request to the side yard setback on the property located at 1020 Lincoln Terrace NE., in order to build an addition to an attached accessory structure on the subject property.
11. Reviewed the proposed acquisition of the property located at 4827 University NE by the Economic Development Authority (EDA) to determine whether such acquisition was consistent with the Comprehensive Plan.
12. Reviewed and recommended approval of Resolution 2018-96, authorizing the decennial update to the Comprehensive Plan to be submitted to the Metropolitan Council.

Comprehensive Plan Update

Over the first half of 2018, the City completed the public engagement outlined for the 2040 Comprehensive Plan Update. City staff actively engaged residents at community events, pop-up events, and open house meetings to understand what the community desired to see for longterm development and growth. After input was received and edits were made, the plan was submitted to the Metropolitan Council for a preliminary review, and to adjacent communities and other governmental jurisdictions for a 6 month review and comment period.

On Dec 10, 2018, the City Council passed Resolution No 2018-96, a resolution authorizing the decennial update of the Comprehensive Plan be submitted to the Metropolitan Council. The plan is currently under review and once the Metropolitan Council approves the plan, the City Council will formally adopt it.

The Columbia Heights 2040 Comprehensive Plan will articulate the future vision of the City and be used as a guide for the Planning Commission and City Council to implement the City's vision.

Economic Development Authority

2018 Changes and Members

The Economic Development Department is charged with promoting economic development, redevelopment, housing and neighborhood stabilization in Columbia Heights.

The Economic Development Department is responsible for coordination of the EDA. EDA members include the City Council and two appointed members. In 2018, members included: Marlaine Szurek (President), Donna Schmitt (Vice President), Robert Williams (Treasurer), Connie Buesgens, Nick Novitsky, John Murzyn Jr., and Gerry Herringer. Keith Dahl served as the primary staff liaison to the EDA in 2018.

Facade Improvement Grant Program

In a collaborative effort with the Police Department and the City, the EDA established and administered the Façade Improvement Grant Program in 2018. The purpose of this grant program was to encourage businesses and commercial property owners within commercial corridors to revitalize, rehabilitate, and restore exterior store fronts, but also for the CHPD to provide monitored surveillance along Central Avenue NE in an effort to reduce crime, as well as increase business vitality and economic performance of businesses. The grant program was setup to reimburse businesses or commercial property owners for eligible improvements up to 50% of the total project cost; for a maximum reimbursement of \$5,000. Moreover, if determined by the Police Department that an exterior surveillance system is warranted, the EDA would install surveillance equipment to monitor adjacent businesses and properties, as well as parks and open spaces and City rights-of-way.

In 2018, the EDA received 12 applications, and staff reviewed and scored them based upon completion, eligibility, quality of design, and the capacity of the applicant to commence the project within the same year. Of the applications received, eight were awarded grant funding. This program leveraged \$70,960 in private reinvestment and paid out approximately \$23,441 in public funds. This equates to a leverage ratio of 1: 2.03; for every \$1.00 of public investment, there was \$2.03 of private reinvestment.

Moreover, of the eight projects funded, the Police Department selected five grantees for the installation of exterior surveillance systems. A total of 11 cameras were installed along Central Avenue NE to reduce the call volume and incident rate of criminal activity.

Opportunity Zone Designation

The following employees were recognized for their The City obtained an Opportunity Zone designation for census tract 51501 in 2018. An Opportunity Zone is an economically-distressed community where new investments, under certain conditions, may be eligible for preferential tax treatment. This economic development financing tool is relatively new as it was established at the end of 2017 by Congress in the Tax Cut and Jobs Act. The intent of Opportunity Zones are to encourage long-term investments in low-income and urban communities nationwide. This financing tool will attempt to attract investors for redevelopment, development, and urban in-fill projects. Investors will be able to defer tax on capital gains invested in an Opportunity Zone if the capital gains are invested for 5 or 7 years, but a permanent tax deferral if the capital gain is held for at least 10 years.

Business Retention & Expansion Program

In 2018, the EDA wanted to take a more proactive role in the business community so they implemented a Business Retention & Expansion Program. The program was initiated in an effort to gather information and insight about our local businesses, establish relationships with our business owners, and anticipate the changing needs of the business community. The EDA administered and distributed a short and long-form survey to all commercial property owners in the fall of 2018. Unfortunately, the response rate was below 5% and the validity of the inferences should raise concerns about the effectiveness of the surveys. Staff intends to revise the survey forms, and how the forms were distributed and received.

Commercial Revitalization Program

The EDA continues to administer the Commercial Revitalization Program. The program is setup to revitalize commercial corridors by acquiring legal non-conforming properties throughout the City. Several properties located within these commercial corridors are nonconforming uses under current zoning codes of the City. In an effort to eliminate these nonconformities and to entice commercial redevelopment, the EDA determined it necessary to monitor and purchase these properties. In 2018, the EDA acquired 4827 University Avenue NE.

Building, Mechanical, Plumbing Permits

Permits Issued

The graph below depicts the permit activities—building, plumbing and mechanical permits—over the last 10 years. In 2015, there was a spike in permit activity due to a severe storm that damaged several properties and increased the amount of exterior improvement projects.

Permits Issued 2009-2018 <i>Building, Mechanical, Plumbing</i>	
2009	1,321
2010	1,351
2011	1,290
2012	1,058
2013	1,191
2014	1,172
2015	2,076
2016	1,458
2017	1,434
2018	1,108

Whereas, in 2018, the Building Safety Department issued 1,108 permits, which is slightly lower than the statistical measures of central tendency over the last 10 years. This may be attributed to the residual effects of the storm in 2015 as some residents may have waited to replace their roof, siding, and/or windows in 2016 and 2017. The permit activity in 2018 is what the City can expect annually.

2018 Statistical Measures of Central Tendency	
Mean	1,336
Median	1,306
Mode	1,157

Permit Valuations

The total permit valuation in 2018 was \$9,095,404. This value is attributable to new home construction and remodeling, commercial reconstruction and remodeling jobs and the usual maintenance and installation projects throughout the City.

The graph below depicts the permit valuations over the last 10 years. It's important to explain that the permit valuation in 2018 is drastically lower than that of the permit valuations in 2015, 2016, and 2017. This is directly due to a severe storm that damaged many properties in 2015, but also the construction of two apartment buildings in 2016 and 2017. The Legends of Columbia Heights, constructed in 2016, contained a permit valuation of \$24,475,494, whereas Grand Central Flats, constructed in 2017, contained a permit valuation of \$23,000,000.

Permit Valuations <i>Building, Mechanical, Plumbing</i>	
2009	\$13,376,732
2010	\$14,481,712
2011	\$7,986,467
2012	\$7,203,199
2013	\$7,388,271
2014	\$7,609,375
2015	\$25,476,137
2016	\$35,252,845
2017	\$36,189,715
2018	\$9,095,404

On average, the City may annually anticipate a permit valuation of about \$7,546,828, and anything above that, should be viewed as a successful year.

Housing, Building, Licensing

Single Family Residential Lot Sales

The EDA continues to facilitate the acquisition and conveyance of residential properties for the construction of new – owner occupied – single-family homes. In 2018, the EDA sold all of the remaining lots in this program and evaluated the impact this program had on the community. Over the course of the program, a total of 24 properties were acquired, demolished, and conveyed to state licensed home builders. This effectively increased Columbia Heights' estimated market value of residential properties by \$1,954,188.

The EDA continues to monitor properties which may be appropriate for incorporation into this program with the intent to remove substandard, functionally obsolete housing throughout the City and replace it with new, higher-valued housing; eliminate the blighting influence of substandard housing; stabilize neighborhood property values; alleviate the shortage of hous-

ing choices for families and first-time home buyers; and facilitate the construction of larger, owner-occupied homes designed for families.

Building Inspection Data

During 2018, the Building Official conducted 1,563 inspections for permits, 89 rental inspections, and 9 abandoned property inspections.

To promote and protect the health, safety and welfare of the community, the Community Development Department issues licenses primarily for alcohol and tobacco sales, contractors and other miscellaneous vendors. There were 329 business licenses issued in 2018.



Business Licensing

License Type	2014	2015	2016	2017	2018
Beer/Liquor	19	16	20	21	20
Contractor	267	285	271	252	247
Other	53	58	57	63	60
Total	339	359	348	336	329

Central Ave Facade Improvement Program

Eight businesses along Central Ave received grant money this summer as part of Columbia Heights' new Façade Improvement Grant Program. A collaborative effort between the Columbia Heights Police Department and Economic Development Authority, the program is meant to encourage businesses and commercial property owners within the City's central business district to revitalize, rehabilitate, and restore exterior store fronts.

Out of the twelve businesses that applied for the grant this summer, the EDA picked eight to receive funding: Bad Hombre, Big Cutz Barbershop, Chet's Shoes, Hartley Law Offices, McAlpin Agency, Midas Auto Repair, Northeast Auto Body, and Rapid Graphics & Mailing.

Funded through the EDA, the grant program reimburses commercial property owners for eligible improvements up to 50 percent of the total project cost for a max reimbursement of \$5,000. Improvements include window and door replacements, lighting and awning installation and repair, renovated signage, exterior painting, professional cleaning, and re-siding.

Projects started this fall once the grant agreements were finalized between the EDA and the businesses.

Grantees were given 60 days to complete the façade improvements so all projects can be completed by the end of the year.

This year's applications were reviewed and scored based upon completion, eligibility, quality of design, and the capacity of the applicant to finish the project within 2018.

As part of the program, businesses agreed to have security cameras installed on their property or nearby to improve safety along Central Ave. Eleven cameras were installed.

Expansion In 2019

Since this is the inaugural year of the program, it was hard to predict how interested businesses might be, said Keith Dahl, community development manager.

"We were pleasantly surprised," Dahl said. "Not only did this project spark interest with local businesses, it also got the attention of businesses in the greater metropolitan region. Business owners from neighboring cities called to ask about the possibility of being eligible for the program if they were to relocate to Columbia Heights."





FINANCE

Introduction

The Finance Department is tasked with administering all the financial activities of the City. These responsibilities include:

- Accounts payable and receivable
- Budgeting
- Financial reporting
- Information systems
- Liquor operations
- Payroll
- Purchasing
- Utility billing

The Finance Division, under the direction of the Finance Director, consists of three departments, each with its own manager:

- The Finance Department provides accounting, financial reporting, budgeting, and treasury services for all functions of the City. This includes the customer billing functions for the City's water, sewer, and refuse services.
- The Information Systems Department provides information technology services for



most functions of the City. Depending on the particular technology, the level of service by this department ranges from coordinating with outside vendors to implementing and maintaining systems and projects entirely in-house. Example systems include the City's computer network, its telephone system, video security, mobile device management, et cetera.

- The Liquor Department operates three retail liquor stores located within the City of Columbia Heights. Under MN statute, the

primary purpose of municipal liquor stores is to control the distribution of alcohol for public safety purposes. Municipal liquor stores can also generate income for the community, reducing the amount of property taxes otherwise required for City functions. The City's three-store operation has provided funds for City infrastructure and equipment, and for community policing activities such as D.A.R.E. that reduce the potential negative impacts of alcohol.

Finance Staff

Name	Title	Start Date	End Date
Joseph Kloiber	Finance Director	June 21, 2004	----
Jackie Zillmer	Assistant Finance Director	June 6, 2011	----
Stacey House	Payroll Accountant	April 14, 2010	----
LeAnn Ottney	Accounting Coordinator	Feb 20, 2002	----
Jill Haley	Accounting Clerk II-Utility	Sept 17, 2012	----
Deborah Steffen	Accounting Clerk I-Utility	Oct 22, 1990	----
Heather Schirmer	Accounting Clerk I	Nov 22, 2018	----
Joey Rusch	Accounting Clerk I	Nov 6, 2017	Aug 8, 2018
Sue Sartwell	Budget Coordinator	Oct 17, 2005	----
Jess Kemp	Accounting Clerk II	Sept 3, 2015	----
Paula Haynus	Receptionist/Cashier (PT)	Sept 17, 2012	----
Aleksandr Chernin	Information Systems Director	Sept 7, 1999	----
Jeff Hanson	Assistant IS Director	Oct 16, 2007	----
Steve Silverdahl	IS Technician	Sept 19, 2011	----
Jason Schulz	Liquor Operations Manager	May 10, 2017	----

Finance and Utility Billing

Unpaid Utility Bill Collection

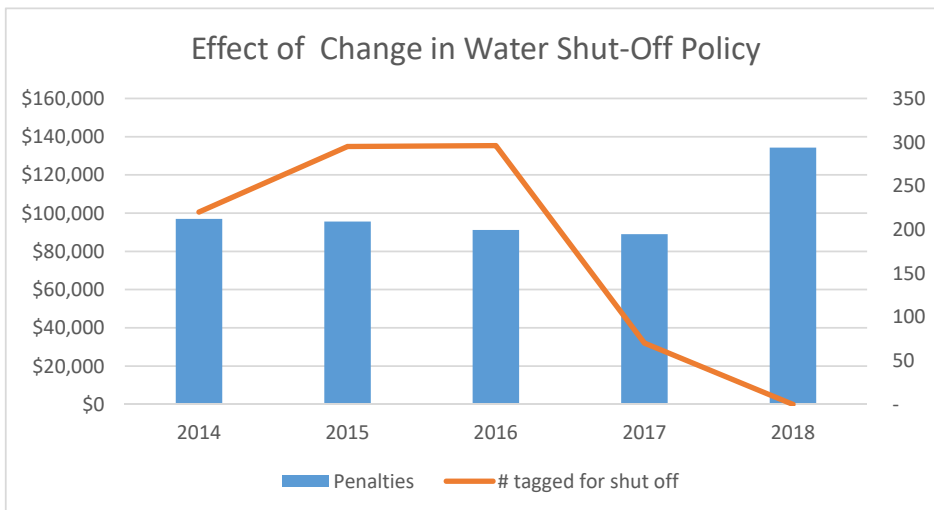
In 2017, at the direction of the City Council, the City discontinued using water service shut-off as a routine collection procedure for unpaid utility bills. Consistent with the collection practices of other local communities, the City now relies primarily on the special assessment process for collecting unpaid utility bills.

As was expected, this policy change caused a significant 2018 increase in both the number customer accounts in delinquency and the amount of late fee penalties charged to those delinquent customer accounts. This trend, along with the corresponding decrease in water service shut-offs, is shown in graph 1.

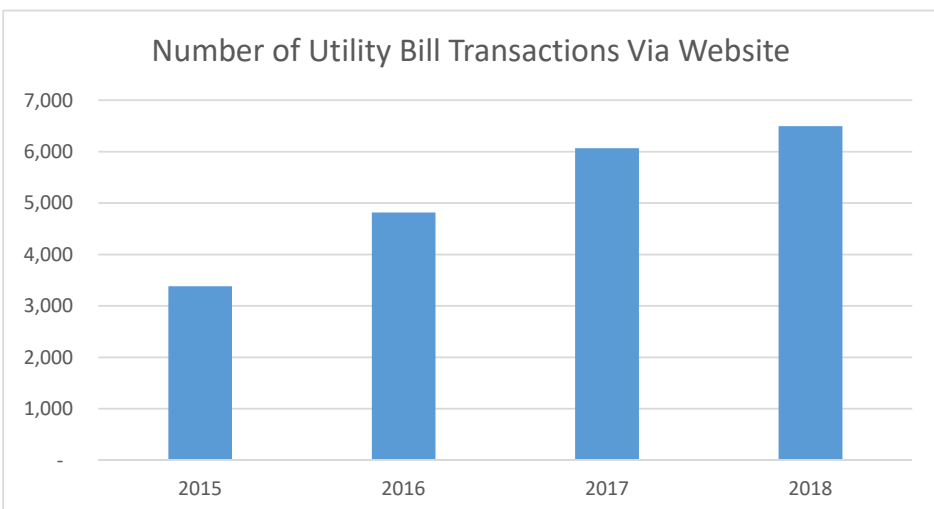
Note that when the department implemented this policy change, the City council also approved an updated, more aggressive penalty structure, consistent with other local communities, to insure that the slower collection process did not cause financial harm to the City's utility funds.

Online Bill Paying

The finance department continues to see increased customer use of the City's website to pay utility bills. The option to make credit card payments online for utility bills was first available to customers in September 2014. As shown on graph 2, the annual number of online transactions has almost doubled from 3,382 in 2015 to 6,497 in 2018.



Graph 1



Graph 2

Other Activity

Other significant 2018 activity of the finance department included refunding (refinancing) an outstanding bond issue, the Public Facilities General Obligation Bond Series 2009A, to take advantage of lower interest rates. The original financing was used to construct the public safety building. The estimated present value of the savings from this refunding was \$180,000.

CAFR Award

In 2018, the City's 2017 Comprehensive Annual Financial Report (CAFR) was awarded the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association. This certificate is the highest form of recognition in governmental accounting and financial reporting, representing a significant accomplishment by a governmental unit and its management. This was the 28th consecutive year for which the City's CAFR received this award. The City's most recent CAFRs are available on the City's website.



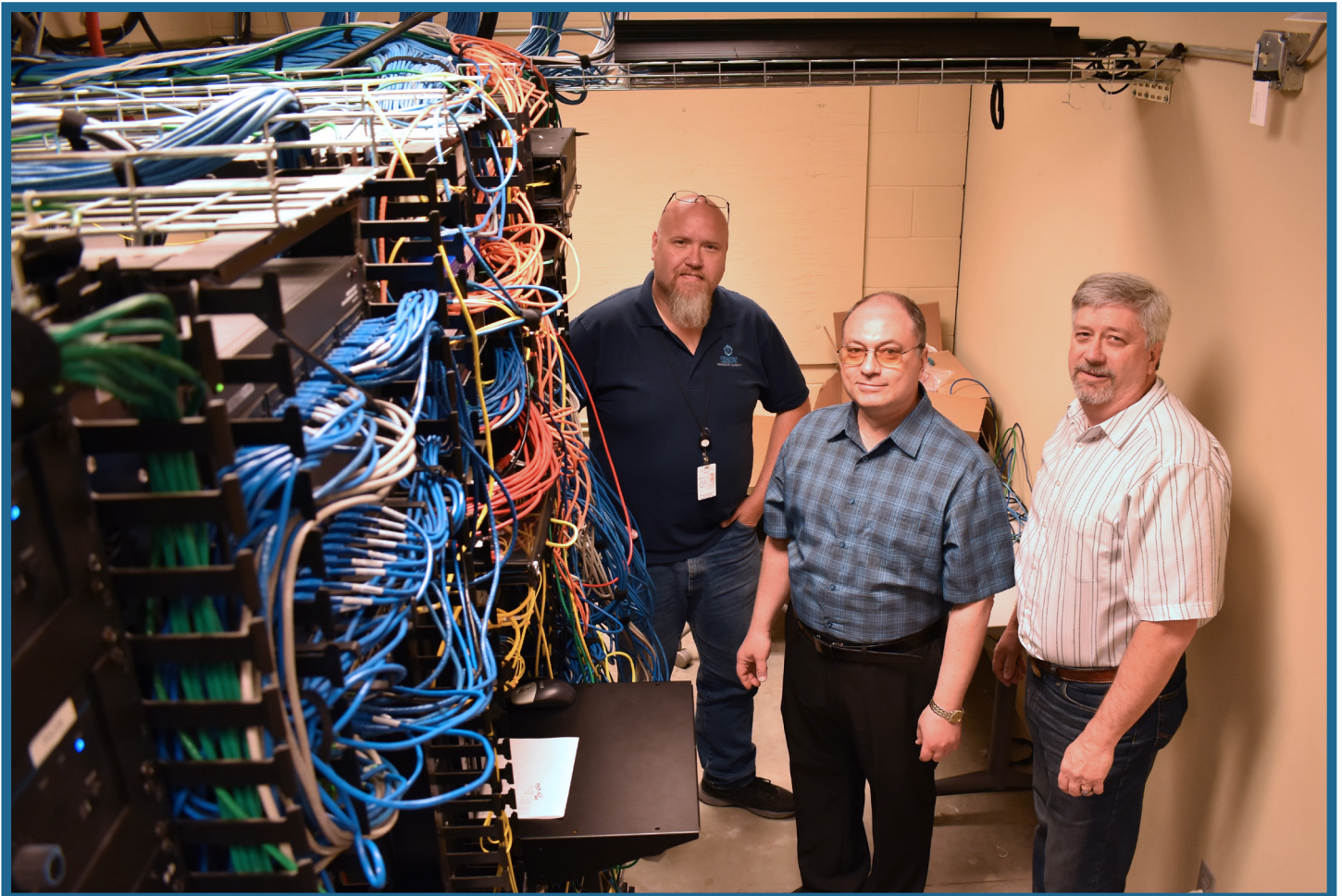
Information Systems

Achievements and Activities

- In cooperation with vendor upgraded phone and voicemail system.
- In cooperation with Public Works and vendor updated FuelMaster hardware and software.
- Updated Library software used by staff and patrons.
- Replaced servers and primary storage systems with more efficient integrated system. Old equipment has been reused for non-critical functions.
- Continued replacement of obsolete workstations with computers using Microsoft Windows 10 operating system.
- Added and upgraded video security cameras and recorders.
- Implemented automatic encryption and secure retrieval of confidential emails. It allowed eliminating almost all fax machines.
- Supported secure Internet access and remote access for authorized users.

Statistics

- More than 200 computer users at 9 locations.
- Almost 200 desktop PCs, virtual PCs, and portable computers.
- More than 270 phones with 570 phone numbers and voicemail boxes; over 7,000 hours call time.
- 80 physical and virtual servers and data storage systems.
- More than 20 network segments.
- More than 40 printers, copiers, scanners.
- Almost 250 network devices and components of video security, physical access control systems, and building automation systems.
- 20 databases.
- Laserfiche document imaging system with more than 400,000 documents (3.6 million pages).



Jeff Hanson, assistant IS director, Aleksandr Chernin, IS director, and Steve Silverdahl, IS technician

Liquor

Stores See Sales Increase

In 2018, sales increased at each of the City's three municipal liquor stores over the prior year. The combined increase for the liquor operation as a whole was 2% percent. This compares to relatively flat sales in the previous few years. This indicates the relative strength of the operation, given the dramatic level of competition that has been introduced into the metro area retail liquor market in recent years.

The liquor operation expanded their customer base by staying ahead of trends and expanding their craft beer and spirits selection, specifically with local breweries and in the bourbon/whiskey departments. The creation of an Instagram and Twitter account, coupled with the increase focus on the Facebook page provided weekly exposure to a previously untapped consumer.

The profits from the liquor operation continue to help reduce the property taxes paid by the residents of Columbia Heights. In 2018, the City Council re-affirmed its commitment for the liquor fund to make annual contributions of \$50,000 to the City's infrastructure fund and \$10,000 to the City's community-policing programs, such as D.A.R.E. and Business Watch. These contributions are in addition to the share of City administrative overhead allocated to the liquor fund, and the continued growth in the City's equity investment in the store properties.

Partnerships

The liquor operation partnered with several community organizations, including Columbia Heights Athletic Boosters, HeightsNEXT, the Columbia Heights Lions Club and others, on fundraising opportunities and events such as Cheers for Beers, Taste of Columbia Heights and hot dog sales.



TOP VALU LIQUOR

MUNICIPALLY OWNED

Top Valu #1: 4950 Central Ave

Top Valu #2: 2105 37th Ave NE

Heights Liquor: 5225 University Ave NE

2018 Regular, Seasonal, and Part-Time Staff

Retail Clerks: Diana Arne, Colleen Bellefeuille, Kathryn Bixler, Kenneth Brown, Lynn Burchett, Felisha Burns, Elizabeth Chapman, Casandra Collins, Nicole Craine, Namgyal Dorjee, John Estling, Kelly Fraser, Kimberly Gibson, Lavonne Greene, Thomas Greenhalgh, Cynthia Griffin, Jade Hanzalik, Charles Harsch, Patricia Haugland, Randy Iskierka, Kevin Kippels, Thomas Leitner, Maraye Mickey-Brocks, Kurt Mueller, Kevin Niznik, Bernadette Pogreba, Raymond Romero, Nicole Schmalzbauer, Kay Schmidt, Arnett Smith, George Sroka, Benjamin Streed, Dale Streed, Shay Tilander, Stephen Woods.

Supervisory staff: Thomas Costello, assistant store manager, Thomas Gouras, assistant store manager, Nicole Harvey, store supervisor, Christopher Huber, store supervisor, Kathy Huber, store supervisor, Tracy Klein, store supervisor, Daniel Mutka, store supervisor, Jessica Nelson, retail clerk, Steven Olson, assistant store manager, Bryan Raleigh, store supervisor, Stephen Saunders, store supervisor, Jason Schulz, operations manager, Eric Shurson, assistant store manager.





FIRE

Introduction

The Columbia Heights Fire Department 2018 Annual Report is a reflection of the department's 110 year commitment to the communities it serves. While the role of fire service has dramatically changed and increased in complexity over those years, the commitment to serve with integrity, courage, compassion, and resilience remains steadfast.

As a combination department employing both full-time and part-time firefighter/emergency medical technicians, the Columbia Heights Fire Department, in our primary role as emergency first-responders, responded to 3,061 calls for

service in 2018. This record number of incidents is an increase of 5.4% over 2017 and a 30% increase from 10 years ago. Fire-related incidents accounted for 598 of the calls, 12 of which were structure fires.

Recognizing the importance and value of first aid, our department has been providing emergency medical services to its citizens since the mid-1940's and became a licensed Basic Life Support ambulance service with the State of Minnesota in 1973. We continue our mission of providing quality emergency medical services at the Emergency Medical Technician Basic level



to our citizens. In 2018, we responded to 2,463 emergency medical and rescue incidents, which represented 81% of all incidents.

The department trains to provide services intended to meet the specific needs of the community including emergency management, incidents involving hazardous materials, water rescue, ice rescue, confined space rescue, and weapons of mass destruction. The department conducts fire prevention education and participates in community events such as National Night Out.

While incident response is a priority, it is merely a piece of what makes for effective protection of life and property. Fire Department staff expends considerable time and resources on inspection and enforcement services for the Minnesota State Fire Code and the City's Property Maintenance Code. The department licenses and inspects all rental property in the City, enforces several City Ordinances such as outside storage, long grass, and snow shoveling, as well as other facets of the Property Maintenance Code.

Fire Department Full-Time Members

Name	Title	Start Date	End Date
Gary Gorman	Fire Chief	June 2, 1981	----
John Larkin	Assistant Fire Chief	Nov 13, 1990	----
Richard Hinrichs	Full Time Firefighter	July 2, 1986	----
Daniel O'Brien	Captain	Oct 1, 1995	----
Thomas Mattson	Captain	Jan 1, 1999	----
Anthony Cuzzupe	Captain	July 1, 2003	----
Zachery Picard	Full Time Firefighter	Jan 1, 2014	----
Emily Kosman	Full Time Firefighter	May 1, 2011	----
Kelly Schmidt	Fire Secretary	April 28, 2008	----
Jeri Caron	Fire Clerk	June 1, 2015	----

Paid On-Call Lieutenants

Name	Title	Start Date	End Date
Jesse Dittbenner		July 24, 2009	----
Cory Mattson		Sept 1, 2009	----

Paid On-Call Firefighters

Name	Title	Start Date	End Date
Christopher Allen		Sept 1, 2014	----
Lisa Boatman		March 1, 2016	----
Grant Dickinson		March 1, 2016	----
John Flanders		Sept 1, 2014	----
Jacob Gillespie		May 1, 2011	----
Kyle Hall		Aug 1, 2009	----
Katherine Larson		March 1, 2018	----
Kate Hayden-McKay		Sept 1, 2014	----
Jennifer Pena		March 1, 2016	----
Brian Polski		May 1, 2010	----
Michael Pyka		March 1, 2016	----
Bryan Schachtele		Sept 1, 2014	----
William Shutte		March 1, 2010	----
Meghan Sipple		Sept 1, 2014	----
Charles Struzyk		Jan 1, 2013	----
Adam Zimmerman		March 1, 2016	----

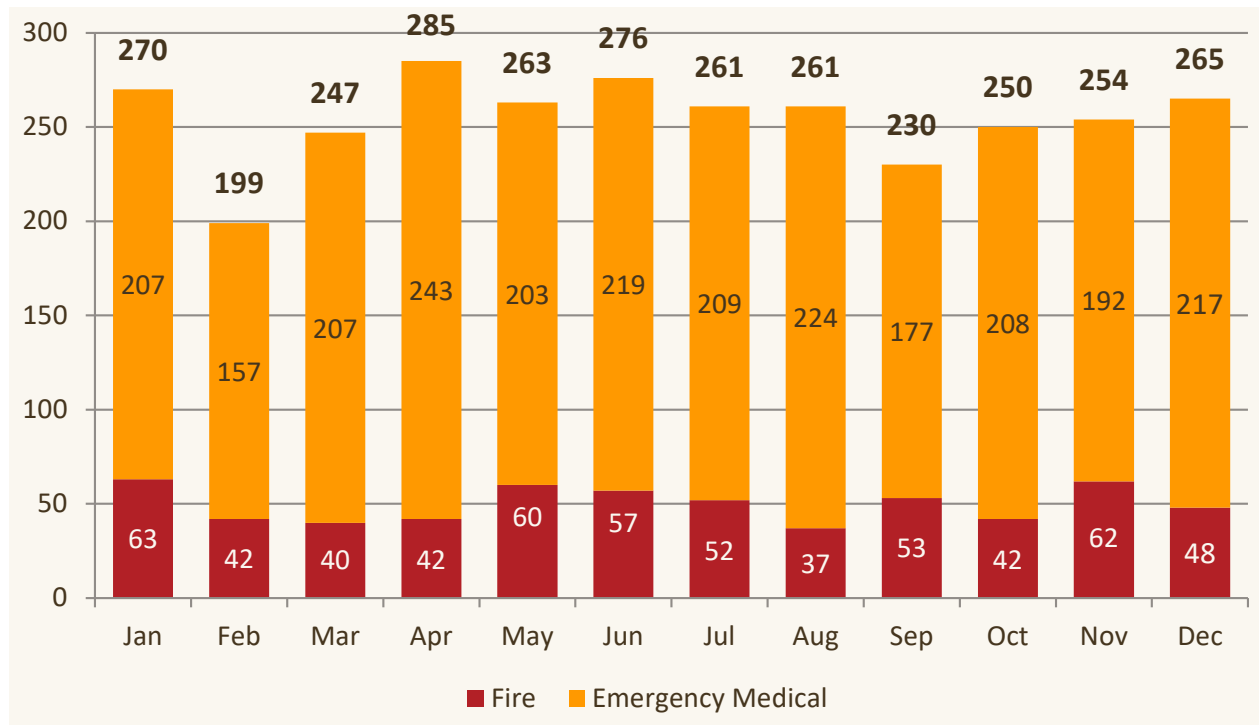
2018 Incident Statistics

3,061 Total Incidents
5.4% Increase from 2017

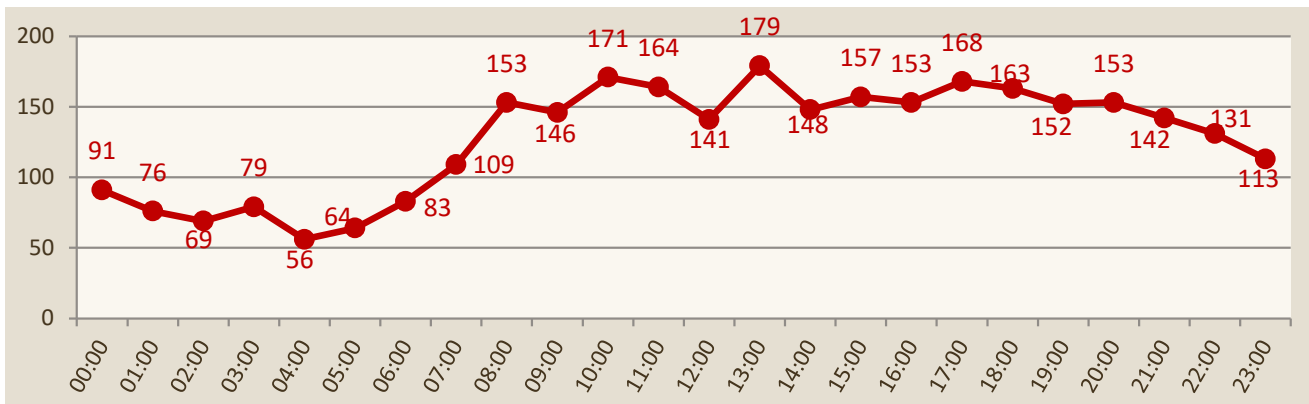
598 Fire Incidents

2,463 Medical & Rescue

2018 FIRE AND EMERGENCY MEDICAL CALLS BY MONTH



2018 FIRE AND EMERGENCY MEDICAL CALLS BY TIME OF DAY



2018 Incident Statistics Cont.

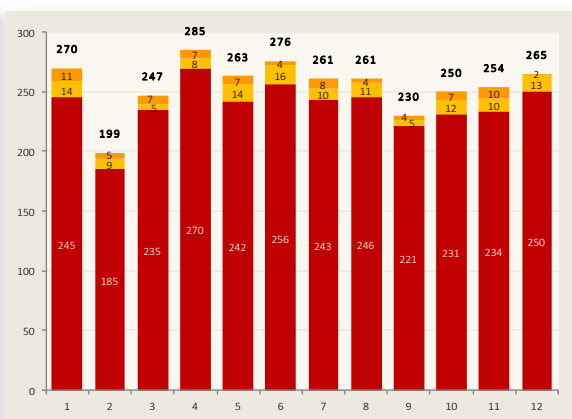
2018 Type of Alarms by Month

Still Alarms are handled by on-duty personnel without calling for additional help.

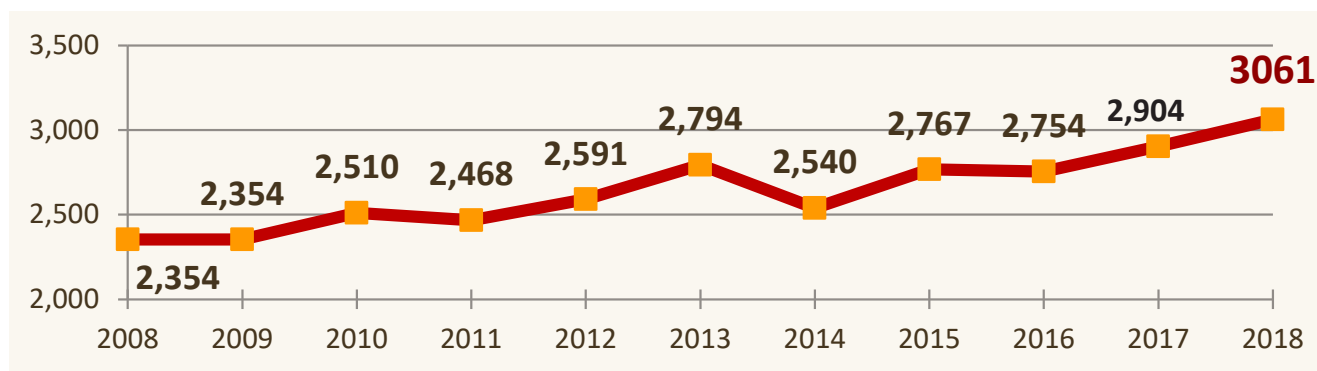
Company Alarms are handled by call-back of available off-duty paid personnel and approximately one half of the available Paid-on-Call membership.

General Alarms are used when the situation calls for the services of all available members.

Month	Still Alarm	Company Alarm	General Alarm	Total
Jan	245	14	11	270
Feb	185	9	5	199
Mar	235	5	7	247
Apr	270	8	7	285
May	242	14	7	263
Jun	256	16	4	276
Jul	243	10	8	261
Aug	246	11	4	261
Sep	221	5	4	230
Oct	231	12	7	250
Nov	234	10	10	254
Dec	250	13	2	265
Total	2858	127	76	3061



10-Year Comparison of Total Incidents



Busiest Month

April

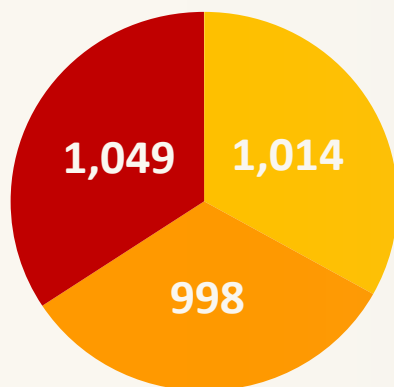
Busiest Day of Week

Monday

Busiest Time of Day

1-2 pm

Incidents by Shift



- Shift 1
- Shift 2
- Shift 3



Top 20 Properties for Service

Address				# of Calls for Service
1	Parkview Villa Apartments	146-Unit Apartment Building	965 40th Ave NE	172
2	Crest View on 42nd	50-Unit Assisted Living/Memory Care	900 42nd Ave NE	109
3	New Prospective Senior Living	92-Unit Assisted Living/Memory Care	3801 Hart Blvd NE	105
4	Crestview Lutheran Home	122-Bed Nursing Home	4444 Reservoir Blvd NE	87
5	Northeast Seniors Housing	85-Unit Apartment Building	3850 Stinson Blvd NE	86
6	Single Family Residence	Single Family Rental	3900 Block of Hayes St NE	71
7	Royce Place Assisted Living	50-Unit Assisted Living/Memory Care	1515 44th Ave NE	54
8	The Legends of Columbia Heights Senior Living	191-Unit Senior Apartments	3700 Huset Pkwy NE	53
9	Jones Family Investments, LLC	75-Unit Senior Apartments	3839 Hart Blvd NE	39
10	Boulevard Apartments	74-Unit Senior Apartments	4458 Reservoir Blvd NE	31
11	Szoka, Jerzy	Duplex Rental Property	5049 Jackson St NE	30
12	Jones Family Investments, LLC	35-Unit Apartment	3838 McKinley St NE	29
13	Columbia Village	40-Unit Senior Apartments	1675 44th Ave NE	25
14	ACCAP Board & Lodge	Residential Living Institution	4653 Central Ave NE	21
15	Jones Family Investments, LLC	35-Unit Senior Apartments	2200 39th Ave NE	18
16	Minhas, Anwaar	7-Unit Apartment Building	4628 Tyler St NE	18
17	Starlite Motel	Motel	4720 Central Ave NE	16
18	Columbia Heights Senior High	High School and District Offices	1400 49th Ave NE	16
19	Holiday Station Store #58		4259 Central Ave NE	16
20	MedExpress	Urgent Care Clinic	4880 Central Ave NE	15

Classification of Alarms

Fire	
Canceled en route: Fire	34
Cooking fire	19
Fire, misc.	3
No Incident Found: Fire	27
Structure fire	25
Trash fire	4
Trash/Dumpster fire	4
Vehicle fire	8

Rescue/Medical Alarms	
Abdominal/Flank Pain	112
Allergic Reaction/Anaphylaxis	15
Assault	25
Assist Invalid	1
Attempted Suicide	12
Back Pain - Non Traumatic	46
Behavioral/Psychological Problem	82
Breathing Problem	246
Burns	1
Canceled en route: Medical	146
Cardiac Arrest	13
Chest Pain - Cardiac	140
Choking/Airway Obstruction	7
Cold Emergency/Hypothermia	4
CVA/Stroke/TIA	45
Diabetic Problem	124
DK/ETOH Ingestion (Alcohol Problem)	51
DOA	14
Electrical Shock	1
EMS call, pt not transported by fire	1
Epistaxis/Nose Bleed	11
Extricate victim(s) from vehicle	2
Fall	223
Fire Incident	1
Flu Symptoms	150
G.I. Bleed	12
Gunshot	1
Headache	16
Heat Emergency/Hyperthermia	1
Heroin Overdose	11
Injury/Laceration/Bleeding	58
Lift Assist	11
Medical Alarm (accidental)	3
Misc Medical Incident	227
Motor Vehicle Accident	9
No Incident Found: Medical	63
Other Cardiac Problem	9

Overdose/Poisoning	28
Pain	144
Possible Narcotics	10
Pregnancy/OB/Childbirth	17
Rescue or EMS standby	6
Respiratory Arrest	1
Seizure	60
Stabbing	1
Stalled elevator rescue	1
Substance/Drug Abuse	2
Syncope/Fainting	24
Unconscious/Down	35
Vehicle accident with injuries	31
Vehicle accident, no injuries	6
Vehicle/pedestrian accident	10
Weakness	132
Wrong Location: Medical	3

Service Calls	
Alarm system activation, no fire	20
Alarm system sounded, malfunction	28
Alarm system, malicious false alarm	8
Animal rescue	3
Arcing, shorted electrical equipment	10
Assist police/other governmental agency	18
Authorized controlled burning	2
Biological hazard investigation, none found	3
Canceled en route: Fire	3
Canceled en route: Medical	3
Carbon monoxide incident	16
Chemical hazard (no spill or leak)	1
Citizen complaint	2
CO detector activation, malfunction	18
CO detector activation, no CO	9
Combustible liquid spill	1
Detector activation, no fire	2
Electrical wiring/equipment problem	6
Excessive heat w/scorching, no ignition	1
False alarm/call, misc.	6
Flammable liquid spill	2
Flood assessment	1
Gas leak (natural gas or LPG)	11
Hazmat investigation w/no hazmat	36
Heat from short circuit (wiring)	1
Lift Assist	168
Malicious, mischievous false call, misc.	7
No Incident Found: Medical	4
Person in distress, misc.	2

Police matter	38
Power line down	8
Public service	12
Public service, misc.	2
Ring or jewelry removal	1
Service Call, misc.	2
Smoke detector activation, malfunction	9
Smoke detector activation, no fire	7
Smoke scare, odor of smoke	9
Special type of incident, other	1
Sprinkler activation, malfunction	4
Sprinkler activation, no fire	1
Steam/gas/fog mistaken for smoke	3
Structure weakened or collapsed	1
Unauthorized/Illegal burning	32
Water or steam leak	10



Fire Incidents With Property Loss

2018 Fire Incidents with Property Loss

Date	Call #	Address	Property Use	Cause of Fire	Pre Incident Property Value	Property Loss	Property Saved
Building fire							
1/18	18-0153	965 40th Ave NE #315	Multifamily dwellings	Unintentional	\$14,107,800	\$1,000	\$14,106,800
3/3	18-0489	4531 Fillmore St NE	1 or 2 family dwelling	Unintentional	\$206,400	\$180,000	\$26,400
3/29	18-0696	716 39th Ave NE	Manufacturing	Equipment failure	\$582,500	\$50,000	\$532,500
5/17	18-1158	4939 Washington St NE	1 or 2 family dwelling	Unintentional	\$225,800	\$165,000	\$60,800
5/25	18-1213	3959 McKinley St NE	1 or 2 family dwelling	Unintentional	\$271,300	\$5,000	\$266,300
7/7	18-1586	3860 2 1/2 St NE	1 or 2 family dwelling	Unintentional	\$170,800	\$200	\$170,600
8/9	18-1864	4905 5th St NE	1 or 2 family dwelling	Undetermined*	\$151,100	\$17,000	\$134,100
9/18	18-2199	4300 Washington St NE	1 or 2 family dwelling	Unintentional	\$157,400	\$2,000	\$155,400
10/27	18-2501	4924 Tyler St NE	1 or 2 family dwelling	Undetermined*	\$207,300	\$25,000	\$182,300
12/2	18-2811	4959 5th St NE	1 or 2 family dwelling	Under investigation	\$123,300	\$12,000	\$111,300
12/3	18-2829	4315 Central Ave NE	Laundromat	Equipment failure	\$393,500	\$200	\$393,300
Estimated totals Building fire (11 Incidents)					\$16,597,200	\$457,400	\$16,139,800
Fire in portable building, fixed location							
6/3	18-1285	1400 49th Ave NE	Portable toilet	Under investigation	\$500	\$500	\$0
8/21	18-1972	1500 49th Ave NE	Portable toilet	Undetermined*	\$2,500	\$2,500	\$0
Estimated totals Fire in portable building, fixed location (2 Incidents)					\$3,000	\$3,000	\$0
Outside rubbish, trash or waste fire							
5/13	18-2476	721 51st Ave NE	City Park	Intentional	\$100	\$100	\$0
10/24	18-2476	4541 Tyler St NE	1 or 2 family dwelling	Unintentional	\$171,400	\$3,000	\$168,400
Estimated totals Outside rubbish, trash or waste fire (2 Incidents)					\$171,500	\$3,100	\$168,400
Passenger vehicle fire							
1/9	18-0069	1400 49th Ave NE	Residential street	Equipment failure	\$8,000	\$8,000	\$0
1/22	18-0183	3815 Pierce St NE	Residential street	Unintentional	\$1,000	\$1,000	\$0
2/3	18-0289	44th Ave NE/3rd St NE	Residential street	Equipment failure	\$1,500	\$1,000	\$500
2/25	18-0438	1675 44th Ave NE	Parking Lot	Undetermined*	\$1,800	\$1,800	\$0
5/28	18-1231	4200 3rd St NE	Parking Lot	Undetermined*	\$10,000	\$7,000	\$3,000
9/16	18-2181	5100 Central Ave NE	Veterinary Clinic	Unintentional	\$7,500	\$7,500	\$0
11/2	18-2564	47th Ave/Central Ave	Highway	Unintentional	\$5,000	\$5,000	\$0
Estimated totals Passenger vehicle fire (7 Incidents)					\$34,800	\$31,300	\$3,500
Estimated totals for 2018					\$16,806,500	\$494,800	\$16,311,700

* Undetermined fire causes include those fires that have not yet been investigated or those that have been investigated, or are under investigation, and have insufficient information to classify further.

Casualty Report

In 2018 there were 1 Civilian Casualty Injuries

Date	Call #	Address	Incident Type	Primary Symptom	Severity
3/3	18-0489	4531 Fillmore St NE	Building fire	Burns/smoke inhalation	Death

In 2018 there were 1 Firefighter Casualty Injuries

Date	Call #	Address	Incident Type	Primary Symptom	Severity
10/27	18-2501	4924 Tyler St NE	Building fire	Dizziness/weakness	Treated by physician * with lost time

Mutual Aid Report

Mutual aid is an agreement between fire departments to assist each other when called for emergencies by responding with available staffing and apparatus. The Columbia Heights Fire Department works closely with surrounding departments and has an “automatic” mutual aid agreement with the cities of Fridley and St. Anthony to be dispatched simultaneously for fires during the weekday hours when staffing is at its lowest.

2018 Mutual Aid Received - (8 Times)

Date	Call #	Address	Incident Type	Aid Type	Department
3/3	18-0489	4531 Fillmore St NE	Structure Fire	Mutual aid received	Fridley Fire Department
3/3	18-0489	4531 Fillmore St NE	Structure Fire	Mutual aid received	St. Anthony Fire Department
3/29	18-0689	5200 Central Ave NE	Vehicle Fire	Mutual aid received	Fridley Fire Department
3/29	18-0696	716 39th Ave NE	Explosion heard in area	Mutual aid received	Fridley Fire Department
3/29	18-0696	716 39th Ave NE	Explosion heard in area	Mutual aid received	St. Anthony Fire Department
3/29	18-0699	University Ave NE	PI Accident	Mutual aid received	Fridley Fire Department
7/7	18-1586	3860 2 1/2 St NE	Structure Fire	Automatic aid received	Fridley Fire Department
8/9	18-1864	4905 5th St NE	Structure Fire	Mutual aid received	Fridley Fire Department
9/18	18-2199	4300 Washington St NE	Structure Fire	Automatic aid received	Fridley Fire Department
9/18	18-2199	4300 Washington St NE	Structure Fire	Automatic aid received	St. Anthony Fire Department
12/2	18-2811	4959 5th St NE	Structure Fire	Automatic aid received	Fridley Fire Department

2018 Mutual Aid Given - (4 Times)

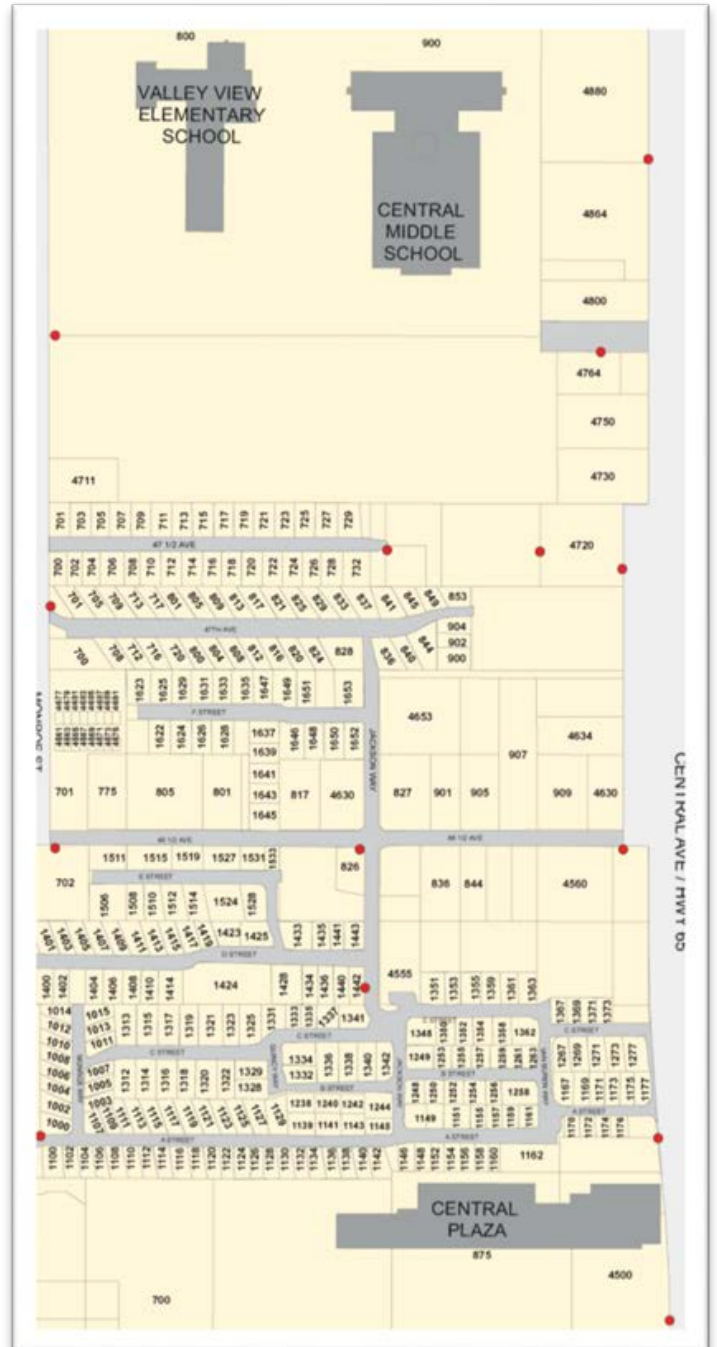
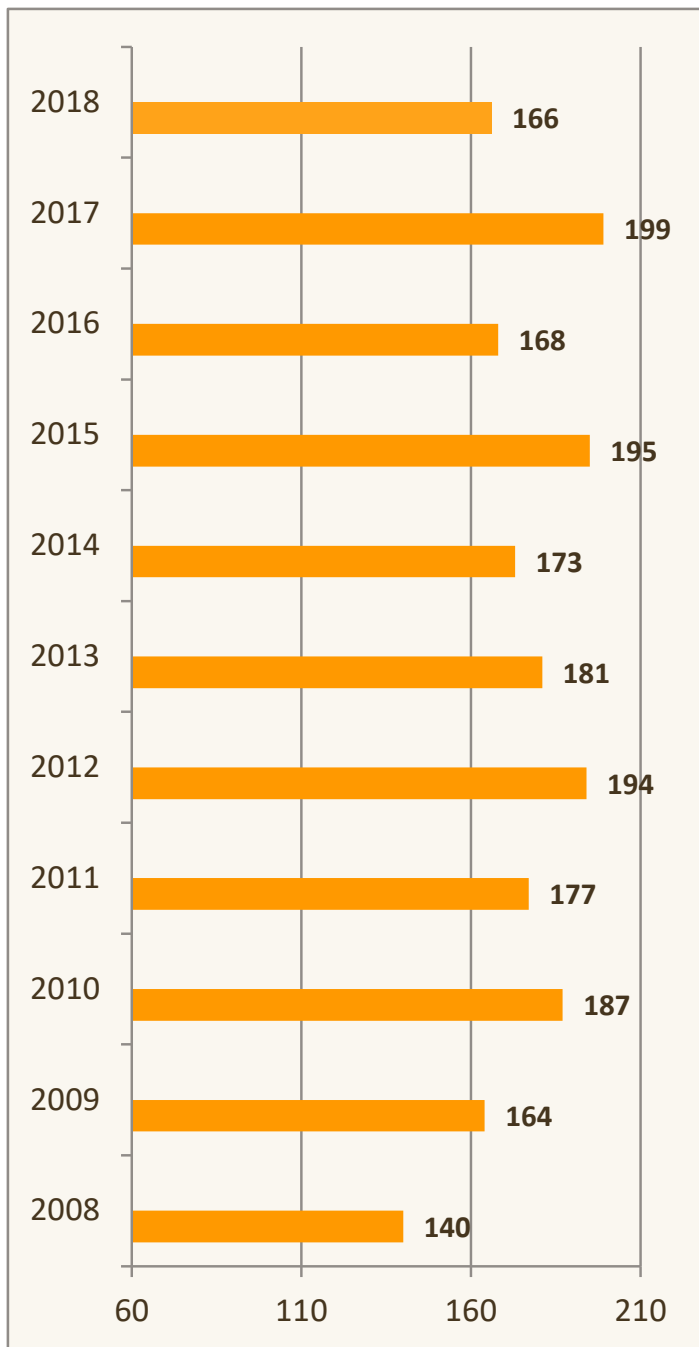
Date	Call #	Address	Incident Type	Aid Type	Department
2/23	18-0423	5901 3rd St NE	Structure Fire	Automatic aid given	Fridley Fire Department
4/30	18-0994	260 Liberty St NE	Structure Fire	Mutual aid given	Fridley Fire Department
11/2	18-2561	5981 4th St NE	Structure Fire	Automatic aid given	Fridley Fire Department
12/26	18-3023	Interstate 694	PI Accident	Mutual aid given	Fridley Fire Department



Hilltop Agreement

The Columbia Heights Fire Department has an agreement to provide full fire suppression, emergency medical services, and fire inspection services for the City of Hilltop. A three-year Joint Agreement and Contract was signed in 2016, which covers the years 2016-2018.

A 10-Year comparison of the number of calls to the City of Hilltop is reflected in the chart below:

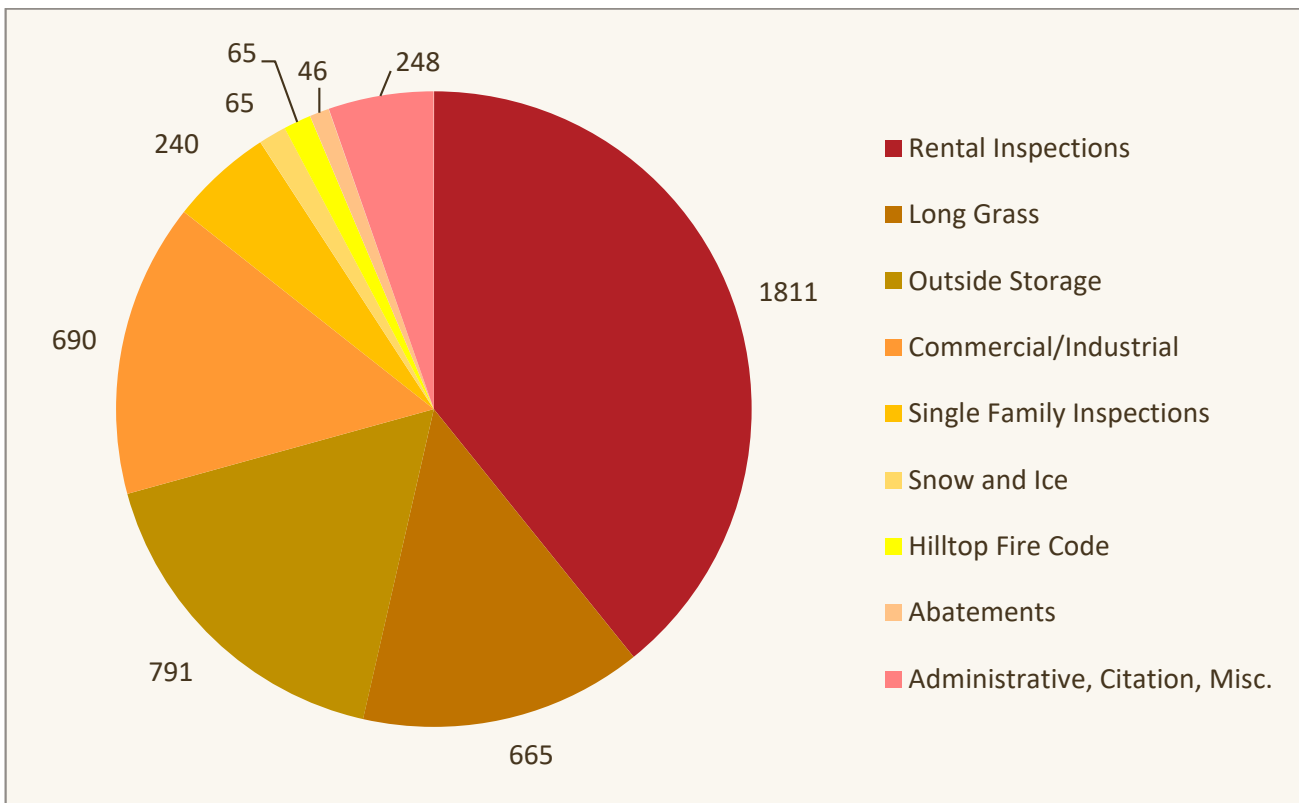


Inspections

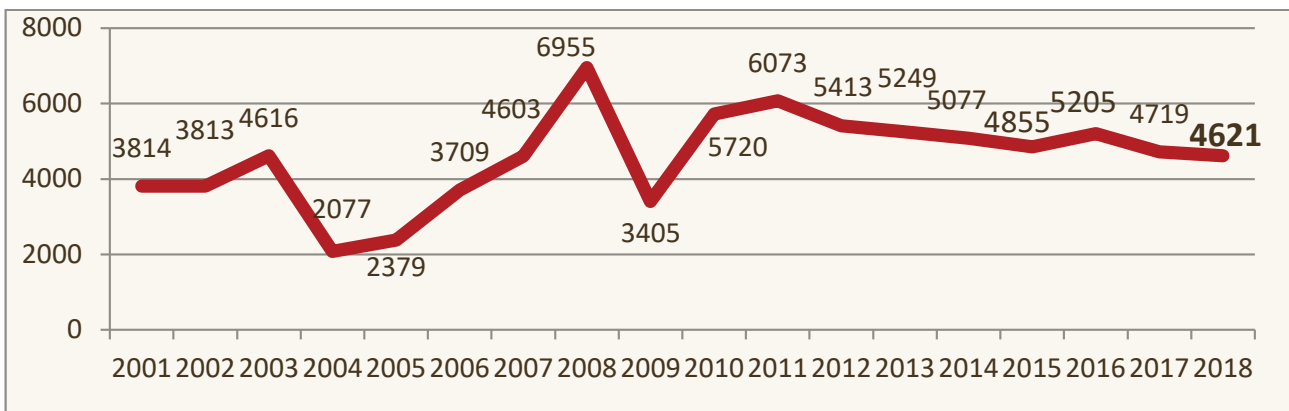
The Fire Department Inspection Program is supervised by the Assistant Fire Chief and involves the eight full time firefighters as inspectors. All inspectors are cross trained for both fire and property maintenance inspections, allowing for flexibility in scheduling.

The fire department conducted a total of 4,621 inspection, license, and inspection-related data entry activities during 2018. This report summarizes inspections which are broken into categories including commercial/industrial inspections, rental property inspections, single-family home inspections, and other actions performed by the inspection office.

2018 Number/Type Inspection Summary



Total Inspections by the Year



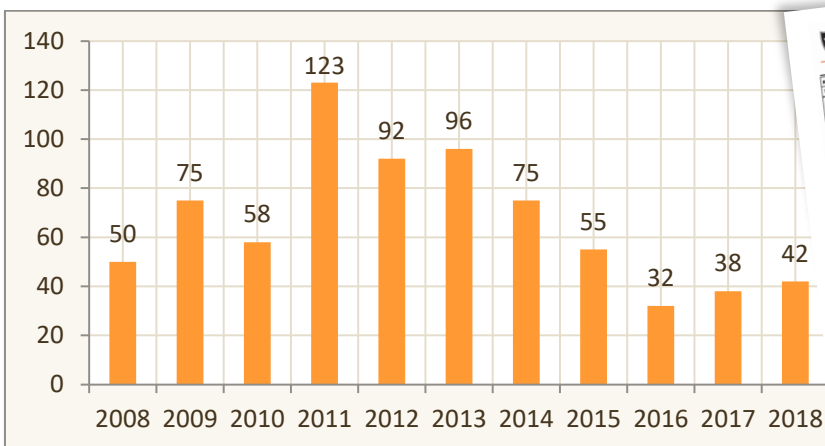
Rental Licenses

The overall number of rental properties in the city has stabilized following the sharp increase after the recession. 2018 saw an increase of 42 new rental licenses. Property exteriors and common areas are inspected on an annual basis and interior inspections of rental properties are performed bi-annually. Complaints on properties are investigated in a timely manner.

Number of Rental Licenses



Number of New Rental Licenses



COLUMBIA HEIGHTS FIRE DEPARTMENT
Inspection Division

RENTAL PROPERTY LICENSE APPLICATION

Check appropriate box to indicate the Rental Property Inspection Division of the City of Columbia Heights has been completed.

Check box if this property will be managed by a Management Co./Property Manager: ☐ Yes ☐ No

Check box to indicate ownership is in this format: ☐ Common ☐ Limited Partnership ☐ Condominium

Licensee Name: _____

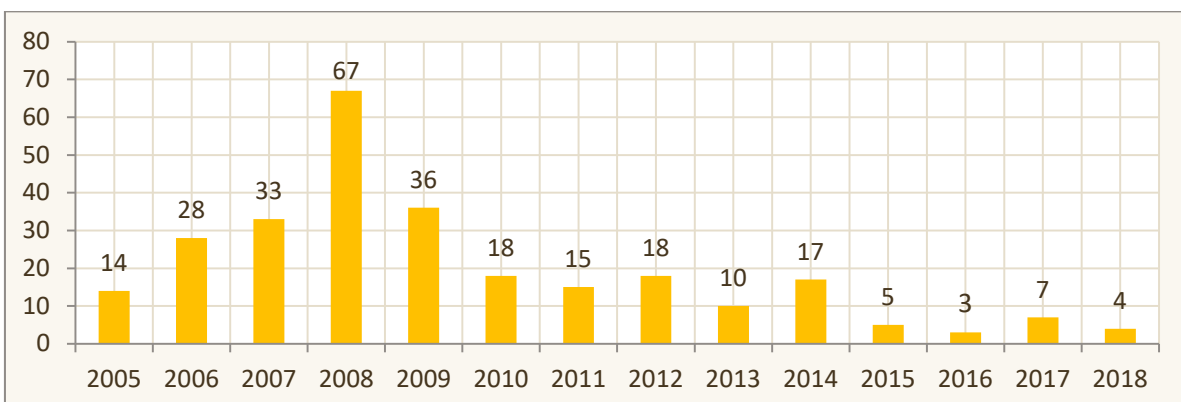
Address: _____

City: _____ State: _____ Zip: _____

Emergency Contact Information: _____

Signature: _____ Date: _____

Number of Rental License Revocations



Fire Prevention, Education & Outreach

This past year, numerous requests for firefighters to speak to outside organizations were arranged. This year the Columbia Heights Fire Department had 104 fire prevention events which allowed them to speak to approximately 4,370 people about fire prevention.

Smoke Alarm Program

In its second year of partnership with the American Red Cross, the fire Department continued to offer a free smoke alarm installation program for residents. The department visited 15 homes and installed 41 smoke alarms in 2018 and will continue the program into 2019.

Blood Pressure Checks

The Fire department provides blood pressures free of charge to the public seven days a week at the fire station. Additionally, on a monthly schedule, the fire department performs blood pressure checks for the seniors at Murzyn Hall on a Friday. The fire department took 313 blood pressures with these programs.

CPR Training

The fire department also provided first aid and/or CPR training to City employees, the Police Reserves and taught first aid to the Summer Recreation Program Attendants as well as several other public organizations.

Night to Unite

Every year, the fire department takes an active role in the Night to Unite in an effort to meet, greet, and present our fire prevention message to as many citizens as possible at their local gatherings.

Station Tours and School Visits

This past year, 387 children and adults visited the fire station for a tour and a public safety message and firefighters visited over 370 children and teachers in their schools to spread safety messages. Firefighters also visited schools during National Reading Month and read books to over 128 students.

Summer Spectacular Bash

Once again in June the fire department participated in the Summer Spectacular Bash, which is a safety camp for youth where we spread a fire safety message through fun activities.

Fire Prevention Open House

The Annual Open House held at the end of September had beautiful weather and an attendance of over 350 people. Visitors were entertained and educated in fire prevention and interactions with local safety and community organizations. The department once again received a gracious donation by a resident of several hundred pumpkins, which were passed out to children attendees.



Teacher Appreciation Picnic

The fire department worked together with the School District with a picnic to appreciate the teachers of the district. Assistant Chief Larkin, along with several firefighters prepared and served the picnic fare to the teachers to say thanks for all they do in educating and guiding our youth. In addition to these activities, the firefighters conducted station tours for preschool groups, scouting troops, and for the occasional walk-in group.

Holiday Train

The Canadian Pacific Holiday Train made a stop at 37th and Stinson Boulevard on December 9th. The fire department partnered with the St. Anthony Fire Department, Allina Health Ambulance, Columbia Heights Public Works, and the Columbia Heights, St. Anthony, and Minneapolis Police departments to provide security, EMS standby, and fire safety for the bonfires for the event. A crowd of nearly 3,000 people came out to make food donations, and for food and merriment.

Fire & Ice Plunge

For the fourth year in a row, the fire department assisted with the Fire and Ice Plunge, a charitable fundraising event for the Southern Anoka Community Assistance Program. Firefighters in ice rescue gear provided help for the participants jumping into the icy waters.

Honor Guard

Established in 2011, the Columbia Heights Fire Department Honor Guard started building their mission to represent the department as a highly disciplined team serving with honor at ceremonial functions. The Guard functions with respect and dignity at funeral services for active and retired personnel as needed. The Honor Guard projects a positive image of the Department and its members by performing as a well trained professional team at local, state, and national events as well. The Honor Guard is dedicated to honoring fallen firefighters, their families, and department members, past and present. In addition to funerals and memorial services, the honor guard may be called upon to post colors, march in parades, attend social functions and badge pinning ceremonies, and any other function authorized or requested by the Fire Chief. As word spreads on their skill and professionalism the list of events grows.

In 2018, the team performed ten details:

- The Mayors annual prayer breakfast
- CHHS Graduation ceremony
- Retired Fire Captain Harold Ostmoe's funeral
- Jamboree Parade
- Anoka County Fire Academy graduation ceremonies
- Annual 9/11 Memorial Concert in Minneapolis
- VFW Flag Burning Ceremony.
- Annual Fallen Firefighter Memorial and the state capitol
- CHHS Homecoming Game
- MN State District Court employee recognition ceremony



Honor Guard Mission Statement

The mission of the Columbia Heights Fire Department Honor Guard is to serve as representatives of the Fire Department at formal occasions as directed by the Fire Chief.

The Honor Guard will consistently project a positive image of the Department and its members by performing as a well trained professional team at all events.

The Columbia Heights Fire Department Honor Guard will always be dedicated to honoring all fallen firefighters, their families, and Department members, past, present and future.

Explorers & Cadets

The Columbia Heights Fire Explorer Program has been a part of the fire department since 1978. This long-lived, self-sufficient program consists of young adults, aged 14-21, who are interested in learning about the Fire and EMS service. This group meets weekly and trains using the same fire and EMS curriculum as the fire department. The program has generated dozens of dedicated and competent firefighters throughout the years for departments all across the state of Minnesota. This past year, our explorer's have been quite

busy representing our department by participating in community outreach events such as the Jamboree parade, the Night to Unite, and the Fire Department's Fire Prevention Open House. Some additional highlights include training in open water and ice rescue techniques. The post teamed with other fire exploring posts in co-operative challenges at the Minnesota Fire Exploring Association's X-Games and competed against other posts at the Governor's Fire Prevention Day at the Minnesota State Fair.

After 40 years, Fire Explorers Program Continues to Foster New Firefighters, Cultivate Careers

In a tradition stretching back 40 years, the Columbia Heights Fire Explorers program saw one of its members graduate to full-fledged firefighter this July.

Katherine Larson, who had been a member of the Explorers program since she was 14, was one of 37 students to graduate from the Anoka County Fire Academy at its July ceremony. She is now a paid on-call firefighter with the CHFD.

"The Explorers program changed my life and shaped me into who I am today," said Larson, now 19.

Larson's older brother was also an Explorer. One day, six years ago, she joined him on a fire drill and never looked back. After becoming an Explorer, she earned her EMT certificate and, by the time she was 18, got a job as a first responder with Allina Health.

"It's pretty cool to say you have your career set up by 18 years old," Larson said.

This is a great example of how the Explorers program opens career doors for young people, said John Larkin, assistant fire chief.

A Program for Cultivating Skills

The Explorer Division, an offshoot of the Boy Scouts of America, is made up of young people between the ages of 14 and 20 who have an interest in fire and emergency medical services.

Members of the fire department serve as advisers and are responsible for the teaching and supervision of the Explorers during various activities and training.

Explorers take part in weekly drills and train side-by-side with the fire department staff. They also attend community and educational events. Explorers are allowed to provide backline support during fire ground operations. Tasks such as traffic and crowd control, tool and equipment running, first-aid applications, and a host of other valuable resources during emergency calls are just some of the duties performed by Explorers.

"It's a huge learning experience," Larson said. "Even if you don't plan on staying in the firefighting field, it gives you valuable life skills, and you'll learn so much about how to respond to an emergency in any situation."

40 Years and Going Strong

The Explorers program started in Columbia Heights in 1978.

Back then, on-call firefighter Harold Ostmo was instrumental in bringing the idea to the attention of the fire

chief, according to current Fire Chief Gary Gorman, who himself was one of three original Explorers in Columbia Heights. All three original members (the other two being Dana Alexon and John Berg) moved on from the Explorers program to become fire chiefs. There are a half dozen youth Explorers in the Columbia Heights program today.

If you are interested in learning more, would like to become a Columbia Heights Fire Explorer, or know someone who might, please contact the fire department at 763-706-8150.



Fire Explorers in 1978 and 2018

Apparatus



CHIEF 1

2012 Chevy Tahoe – Cost \$38,597



CHIEF 2

2001 Ford Expedition – Cost \$44,270



ENGINE 1

2015 International – 7400 Fire Pumper
Cost \$496,605



ENGINE 2

1995 General Safety Type I Engine
Cost \$239,810

Apparatus



AERIAL 1

2004 General Safety Quint – 109 foot RK
Ladder
Cost \$596,700



RESCUE 3

2012 Chevy Suburban Light Rescue/Utility
Cost \$48,413



RESCUE 2

2002 Braun Type III Ambulance
Cost \$70,591



UTILITY 3

2017 Ford F-250
Cost \$49,913



BOAT 1

1999 Zodiac Rescue Boat – Cost \$5,299

FIRE INVESTIGATION TRAILER

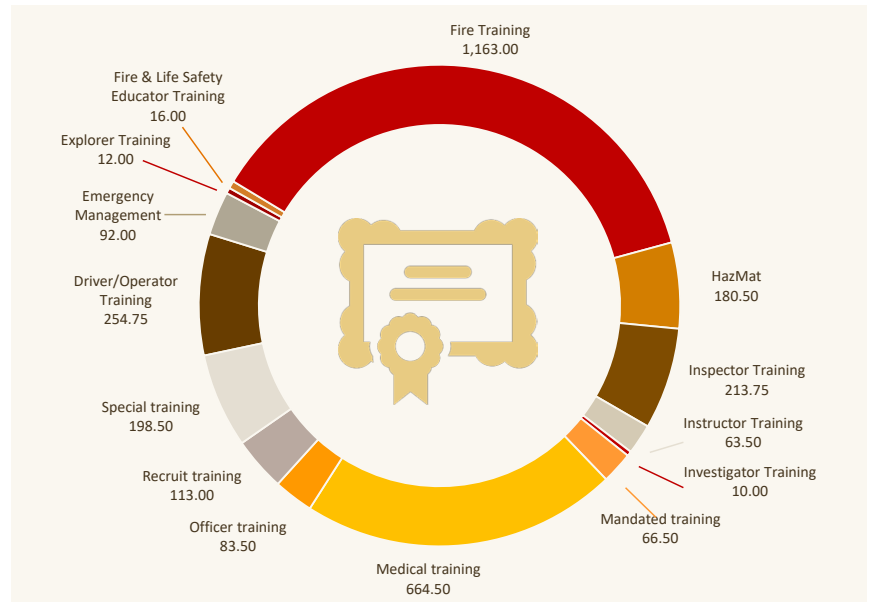
1998 Haulmark 5' x 8'
Re-purposed from the CHPD.



Staffing & Training

Training and Education

Members of the Fire Department train and attend classes regularly to ensure they are prepared to safely handle the variety job duties and incidents to which the fire department responds and to meet OSHA, National Fire Protection Association, FEMA and Department of Homeland Security, Minnesota Department of Homeland Security and Emergency Management, National Registry of EMT's state and federal certification and licensure standards. The number of standards and training hour requirements continue to rise to meet the growing needs of our area. Fire departments no longer train just for their own communities, but train for the needs of the metropolitan area with an all-hazards approach. Throughout 2018, fire department members collectively spent over 3,100 hours in training sessions. Regular training is provided on three Monday evenings each month.



One of the Mondays is dedicated to EMS training to maintain their National and State Emergency Medical Technician certifications. Members also have numerous opportunities to attend schooling, special outside classes, conferences, and seminars around the metro area.



Station Duty Program

The station duty program provides the paid-on-call members of the fire department an opportunity to work shifts alongside our full time firefighters. This provides the paid-on-call firefighter with a better understanding of how the station functions on a day to day basis. This program is not only a learning tool but allows firefighters to gain valuable experience dealing with emergencies, which benefits the firefighter, the fire department, and our customers as well.

1,955 Work in Hours | **843** Hours of Shift Coverage



On Oct 31, the Columbia Heights Fire Department in conjunction with the Minneapolis Fire Department, the Minneapolis Office of Emergency Management, and security officials with Minneapolis Water Works ran a drill at the water treatment plant at 4500 Reservoir Blvd to help all involved gain experience dealing with a potential chemical leak.



Above: Assistant Fire Chief John Larkin visits North Elementary School students to teach the kids about fire safety.

Right: On a hot summer day, firefighters stopped by Immaculate Conception School and Church to spray the fire hose for the students.



Left to Right: 2018 fire prevention open house, Truck or Treat community event, VFW Flag retirement ceremony.



LIBRARY

Introduction

In 2018, library staff continued to strive toward its mission of serving a diverse community's needs for access to resources, information, and technology in a welcoming environment. The Library's commitment to literacy and life-long learning was demonstrated by numerous classes, programs, storytimes, and new collection materials. Its dedication to bridging the digital divide was evident in the number of people using library computers and the wireless network. The promise to provide a welcoming environment is clear in the growing use of meeting and study rooms.

This was the library's second year in the Central Avenue facility. It was a year of increased performance. Reservations of library meeting and study rooms rose 14%, materials borrowed increased 16%, time spent on computers increased 3%, and attendance at library programs and outreach events increased 27%.

It was the 90th anniversary of the library's founding. Staff, Library Board, Friends of the Library, and volunteers participated in the Jamboree parade on a float sponsored by Bobby Williams. An open house was held in December with music, memories, and a photo contest



sponsored by the Northeaster newspaper. A new digital sign was installed to promote library programs and services.

Library Board member Nancy Hoium stepped down after 34 years of dedicated service. Library supporters who died in 2018 included Cliff Shedlov (Library Foundation), Tom Sherohman (Library Foundation), Donald Vesley (Library Foundation), Barbara Tantanella (Former Library Trustee), and Bruce Nawrocki (Friends of the Library.) Their tireless vision and hard work helped make the library the center of the community that it is today.

The library partnered with many organizations to accomplish shared objectives in 2018:

- Anoka County Library
- Columbia Heights Public Library Foundation
- Independent School District 13 21st Century Community Learning Centers Grant
- Friends of the Library
- ISD 13 Early Childhood and Family Education
- MetroNorth Adult Basic Education
- Metropolitan Area Agency on Aging
- Columbia Heights Sister Cities International
- HeightsNEXT
- U of M/Anoka County Extension

Library Staff

Name	Title	Start Date	End Date
Renee Dougherty	Library Director	April 1, 2013	----
Cortni O'Brien	Adult Services Librarian	July, 10, 2017	----
Brianna Belanger	Youth Services Librarian	Oct 19, 2015	----
Nick Olberding	Clerk Typist II -- Adult	July 5, 2016	----
Kelly J. Olson	Clerk Typist II -- Children's	June 1, 1992	----
Winnifred Coyne	Clerk	Jan 26, 2015	----
Elaine Dietz-Mamaril	Library Supervisor	Nov 15, 1993	----
Nancy Soldatow	Library Supervisor	Feb 29, 2000	Dec 31, 2018
Al Mamaril	Library Supervisor	Oct 8, 2007	----
Barbara J. Kondrick	Library Supervisor	July 9, 2018	----
Alison Marzolf	Library Page	Aug 1, 2007	----
Rachel Meyers	Library Page	May 1, 2008	----
Gianna Ritzko	Library Page (substitute)	Jan 17, 2012	----
Rosa Boda	Library Page (substitute)	March 2, 2015	----

Library Staff Continued

Name	Title	Start Date	End Date
James Heryla	Library Page	March 2, 2015	----
Karen Yaeger	Library Page	Jan 11, 2016	----
Michelle Wer- merskirchen	Library Page (substitute)	June 23, 2010	----
Farrah Briest	Library Page	Dec 5, 2016	March 27, 2018
Maria Fink	Library Page	Dec 5, 2016	----
Tammie Yin Powell	Library Page	Dec 5, 2016	----

check out



FRIENDS OF THE LIBRARY

Rathleen Super, President
Betty Robbins, Treasurer

LIBRARY BOARD

Patricia Sowada, Chair
Nancy Hoiu, Vice Chair
Steve Smith
Tricia Conway
Catherine Vesley, Secretary
Bobby Williams, Council Liaison

FOUNDATION BOARD

Marlaine Szurek, President
Bruce Magnuson, Vice-President
Kit Burgoyne, Secretary
Sharon Shedlov, Treasurer
David Larson
Terry Nightingale
Jane Polley

90th Anniversary

After 90 years, the Columbia Heights Library on Central Ave finds itself a mere stone's throw from its original location at the Heights Theater building, where it shared a small space with the theater and a handful of other businesses back in 1928. The library has been housed in a half dozen buildings since its inception and is steeped in Columbia Heights history.

In 2018, the library marked its 90th anniversary with a series of public events:

- Columbia Heights Library Open House, Dec 1, featured live 1920s-era music with the band "FlipSide," refreshments and cookies, and children's activities.
- The Anoka County Historical Society presented the

"History of Columbia Heights and Hilltop," an audio-visual tour of historical photographs and stories from the beginnings of Columbia Heights and Hilltop when they were located in their own tiny county of Manomin.

- The Columbia Heights Photography Exhibit ran from December to January, featuring photo submissions from local photographers.
- There was an ongoing memorabilia display in the library's glass display case throughout the year, featuring memorabilia, collectibles, and ephemera from each of the library's decades of service.
- The Library had a 90th Anniversary Float in the 2018 Jamboree parade.



Excellence Beyond Design Award

The Minneapolis branch of the American Institute of Architects selected the Columbia Heights Public Library as a 2018 Merit Award winner for “excellence beyond design.”

The award recognizes buildings with exceptional design qualities that go above and beyond in addressing social, economic and environmental needs in the community, exhibit technical innovation, and were built within budget constraints, among other criteria.

The Columbia Heights Public Library, at 3939 Central Ave NE, is one of five buildings to earn this award in 2018. The award comes on the 90th anniversary year of the opening of the first Columbia Heights Public Library.

“We are in our 90th anniversary year, and we are so excited to be in this great, new, light-filled building at the heart of the community,” said Renee Dougherty, library director. “This building is the true gift, and this award reminds us of what a great gift it is.”

Use of the Columbia Heights Public Library has increased by almost two-thirds since the new building has opened.

Completed in 2016 on budget and ahead of schedule, the 22,565 square-foot building provides print and

digital collections, community meeting spaces, educational and recreational programming, and 22 computer stations. The study rooms, small meeting rooms, and the Community Room received more than 3,200 public reservations in 2017, representing a 93 percent increase in reservations compared to the old building.

Circulation of materials (books, magazines, DVDs, CDs) also increased in light of the new building, from 109,018 checkouts in 2015 to 123,812 in 2017. But the increase in computer use marked the biggest change, from 23,218 computer sessions in 2015 to 47,506 in 2017.

“A major way the Columbia Heights Library serves our community is by bridging the digital divide, providing access to computers and high speed internet for those who don’t have access to the internet at home or work,” Dougherty said.

Designed by architect Paul Neuhaus, the library also provides an urban community space on Central Avenue with ample day lighting, deep overhangs, high open structures with sound-absorbing decking, and a comfortable indoor atmosphere with design features that help minimize the building’s impact on the environment, such as sun-sensitive LED lighting and energy saving underfloor air distribution systems.



Adult Services Highlights

Author Events

Rick Shefchik offered a music-infused author talk on April 21. Attendees enjoyed reminiscing about the local music scene discussed in Shefchik's book: "Everybody's Heard About the Bird: The True Story of 1960s Rock'n'Roll in Minnesota." The library's monthly book club had an author visit from Christopher Valen to discuss his most recent novel, "Speak for the Dead." The library partnered with the Columbia Heights Sister Cities group to bring John Radzilowski, author of "Francis 7: The American Effort to Aid the Warsaw Uprising," in May. In June, Minnesota Book Award winner Allen Eskens did an author talk for a crowd of 47 mystery enthusiasts.

Winter Reads, a Metropolitan Library Service Agency (MELSA) sponsored adult reading program held throughout January and February, encouraged adult readers to write and share short book reviews. Participants' names were entered into weekly prize drawings.

Community Partnerships

The library partnered with: the University of Minnesota Extension to offer a "Healthy Life, Healthy You" cooking class in October • the MetroNorth Adult Basic Education (ABE) center to bring ESL classes and tours to the library throughout the year • the community-building nonprofit group HeightsNEXT to host a birdscaping basics program in April, as well as a pet bed-making service event in December • the City of Columbia Heights recreation department to offer a book club for seniors, as well as a "letters of gratitude" writing program • the American Red Cross to host the library's first blood drive in December • the Columbia Heights Sister Cities group, who organized cultural heritage displays at the library for Polish American Heritage month in October • Honoring Choices Minnesota to offer an Advanced Care Planning workshop in February.

Digital Literacy

Senior Surf Classes for older adults (55+): Senior Surf classes provided in collaboration with the Metropolitan Area Agency on Aging (MAAA),

Senior LinkAge Line and the Minnesota Board on Aging, are free, two-hour sessions offered the first Wednesday of each month for seniors who want to learn computer basics, Internet searching and websites of interest to seniors.

Tips for using Ancestry.com: This Legacy-funded class, designed for participants interested in an introduction to researching family history, was held in October.

At-Home Delivery

Residents who are not able to come to the library due to age or health issues can elect At-Home Delivery service. Deliveries, which can include books in large print or regular print, audiobooks, CDs, DVDs, and magazines, are made by volunteers or library staff.



Adult Language Learners

The library offers two primary programs for English Language learners: "Buddy Up and Read" and "Conversation Circles." In 2018, 10 Buddy Up volunteers met with an adult learner "buddy" 219 times. At our weekly Conversation Circles program, a group of adult English language learners met with an English-speaking volunteer facilitator to practice English speaking skills in an informal environment. The library hosted 49 Conversation Circles in 2018.

Reading Programs

The library offered its first "Adult Read Down" in February, giving patrons a chance to reduce their library fines in exchange for time reading at the library. Twenty-two adults read down a total of \$92.20 in library fines.

Youth Services Highlights

Partnerships

This year the Youth Services focus was on building sustainable partnerships, collaboration, and building teen programming. Between our work with the school district and City Recreation Department on the 21st Century Grant and a deepening collaboration between ECFE and 4-H, this year was another successful year of partnerships. We leveraged those partnerships into an increase in teen program participation and offerings. For instance, we now offer a Graphic Novel Book Club at the middle school providing a chance to make new connections to students who have a hard time finding transportation to the public library. This program is a collaboration between Bri Belanger and the District's Media Specialist, Heather Kopp. With her help, and the help of the Media Arts Teacher Ms. Topka, we've grown our group from 1 to 10 over the course of the school year. Our focus is on both reading and discussing graphic novels, learning how to read and create graphic novels, and spending time creating our own graphic novels.

Early Childhood Family Education

This year marks another successful year partnering with District 13 Early Childhood Family Education. Parent Educator Abby Sundquist continues to answer questions about child development and parenting strategies before and after storytimes and encourages families she sees at the Family Center to attend library storytimes. This word of mouth marketing from a trusted resource has continued to benefit and grow our storytime community. We offered Community Resource Night at the Library and learned a lot about what we could do to make it more successful next year.

4-H

The library continues to partner with 4-H to offer one of our most successful teen programs. This is our third year offering a weekly afterschool tech program to tweens. This program has seen a deep commitment from 10 core members which can grow to as many as 15. Students are deeply committed to the club and come week after week, year after year to work on projects and build relationships. There are two teen mentors who gain leadership skills by helping youth navigate technology each week.

Teen Volunteer Program

The library grew its teen volunteer program to include school-year opportunities and community service days. These opportunities provide youth the chance to stay involved and gain leadership opportunities throughout the year. We hosted 2 community service days allowing youth the chance to come to the library for a few hours and give back while obtaining the community service hours they needed for clubs such as National Honor Society, classes, or youth groups. These opportunities were successful in bringing new faces and older students to the library. Twenty-four teens volunteered a total of 273.5 hours in 2018.

Craft Lab and Other Highlights

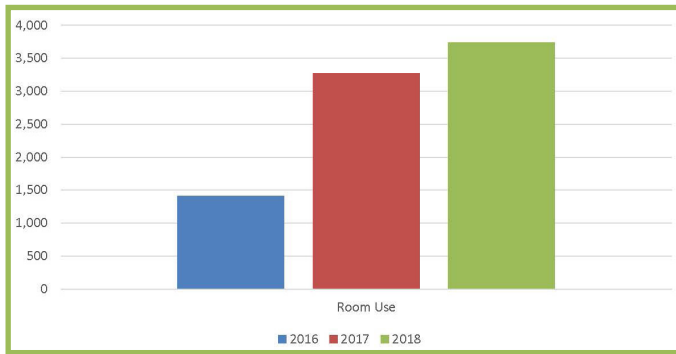
We also started offering Craft Lab for teens during out of school times based on a recommendation from our Teen Advisory Board. These programs are well attended and are offered for youth grades 4 and up. Programs included: snow globes, slime, and tie dye.

Other youth program highlights include:

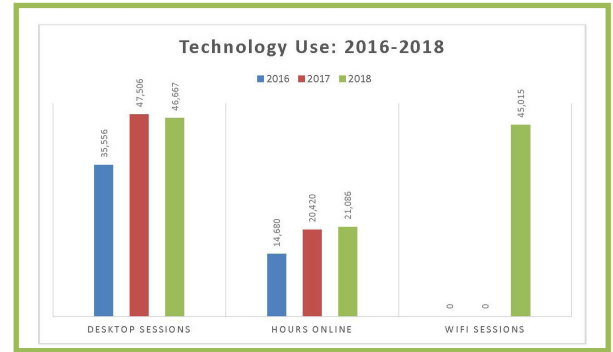
- Steady storytime attendance leading to addition of 2 storytimes: family storytime at 5:30 p.m. Monday evenings and an additional baby storytime offered at 9:30 am on Thursdays.
- Continued success serving lunch over summer months.
- The youth services librarian attended 30 outreach events over the past year to talk to parents about building early literacy skills with their little one or to students about summer programming.
- STEAM (Science, Technology, Engineering, Art, and Math) focus on youth and teen programs continued this year. Offerings included STEAM Storytimes (preschool science), Lego Club, Raptor Center visit, STEAM Saturdays (Birding, Science Toys, and Reptiles and Amphibians), Paper Circuitry, and Solar Oven S'mores.

2018 Public Service Data

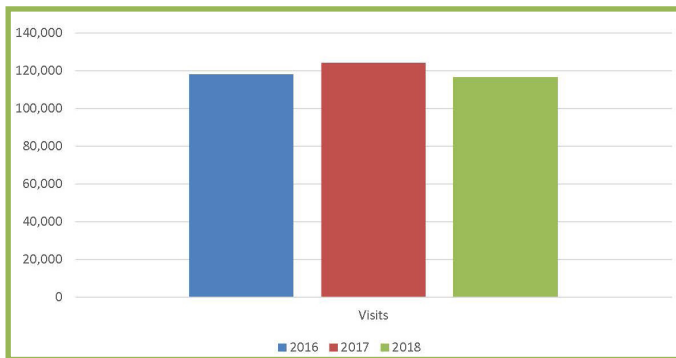
Room Use



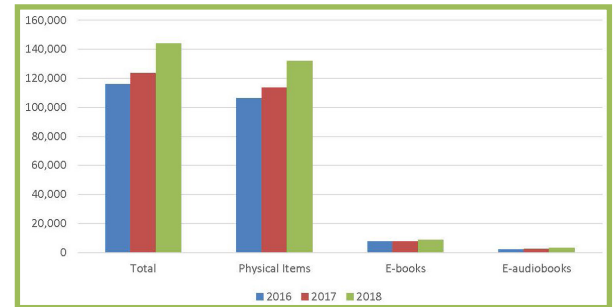
Technology Use: 2016-2018



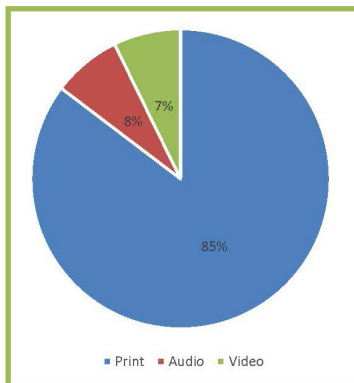
Visits 2016-2018



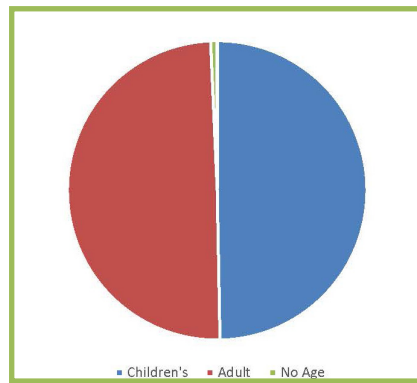
Circulation: 2016-2018



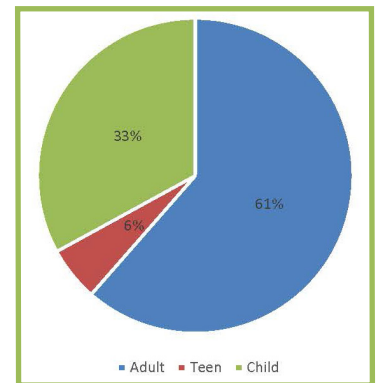
Physical Collection: 53,501



Circulation by Reading Level



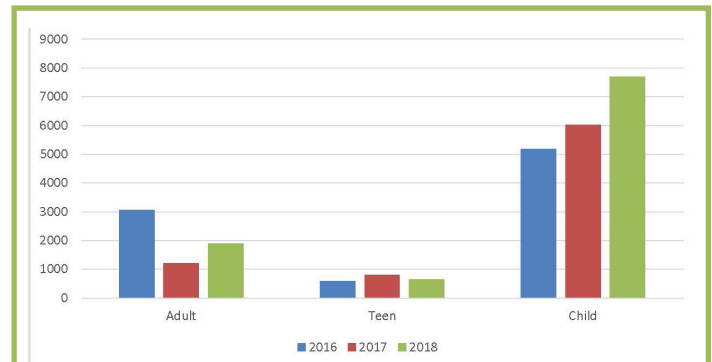
Collection by Reading Level



Library Programs: 2016-2018



Program Attendance: 2016-2018





The library celebrated its 90th anniversary with a Dec 11 open house. In the left photo, a visitor looks at the library's memorabilia display. Above, the library's new LED sign advertises the open house event.



In partnership with the Northeast Newspaper, the City held a 90th anniversary photo contest. More than 100 photos were submitted, and 25 were selected for display at the library's anniversary open house.



Left to Right: 2018 Library Foundation Spaghetti Dinner fundraiser, community picnic, self-check kiosk



POLICE

Introduction

It is because of your support and community involvement that allows the Columbia Heights Police Department to continue to accomplish its mission of active partnerships with the community in order to protect life and property, innovatively solve problems, and enhance the quality of life in the communities it serves.

The year 2018 was one of change among the ranks of the CHPD. After 33 years, Officer Terry Nightingale retired in March. Officer Nightingale has a passion for community policing and over the years was instrumental in working with City

stakeholders and advancing the department's mission of public safety and crime reduction. His influence with other officers, especially the new officers that came on board and his role as a field training officer, played a significant role at the CHPD and has helped shape the direction of the police department for years to come.

The police department command staff underwent a restructuring during 2018. Erik Johnston and Matthew Markham were both promoted to the rank of captain in April, where formerly there had been one captain position. There are



now four sergeants where previously there had been five. This restructuring has allowed for the patrol sergeants to focus on day-to-day supervision of patrol officers and helps ensure that line staff is being adequately supported.

A highlight of 2018 was the announcement that the CHPD received the International Association of Chiefs of Police (IACP) 2018 IACP Leadership in Community Policing Award. This award is in recognition of our efforts in the project that evolved into the City of Peace Neighborhood Center at Nawrocki Park.

The police department saw a record number of calls for service in 2018 with a total of 20,375, an 8.14% increase over 2017. There was also a slight increase in Part I offenses (585) and a very slight increase in Part 2 offenses (1,022).

The CHPD continues to evolve and adapt to the changes and challenges we face in order to provide the best possible service to the citizens of Columbia Heights. We are only able to do this because of the continued support of the Columbia Heights City Council, and most importantly, our citizens.

Police Department Staff Roster

Name	Title	Start Date	End Date
Lenny Austin	Chief of Police	Feb 2, 1995	----
Erik Johnston	Sergeant/Captain	Aug 31, 1998 Promoted March 12, 2018	----
Matthew Markham	Sergeant/Captain	Aug 31, 1998 Promoted April 12, 2018	----
Ted Fischer	Sergeant	Oct 30, 1992	----
Justin Pletcher	Sergeant	May 24, 2010	----
Andrew Museus	Sergeant	May 13, 2013	----
Erik Hanson	Police Officer/Sergeant	Feb 5, 2007 Promoted June 13, 2018	----
Terence Nightingale	Police Officer	April 1, 1985	Retired March 20, 2018
Paul Bonesteel	Drug Task Force	Sept 8, 1994	----
Dale Sorenson	Police Officer	Sept 11, 1997	----
Matthew Aish	Police Officer	Aug 30, 1999	----
Gregory Sinn	Police Officer	June 5, 2000	----
Jason Piehn	High School Liaison	April 4, 2005	----
Joseph Pikala	Police Officer	Aug 12, 2008	----

Police Staff Roster Continued

Name	Title	Start Date	End Date
William Monberg	Community Policing Coordinator	Oct 13, 2008	----
Timothy Noll	Investigator	Nov 19, 2012	----
Jacob Hilden	Police Officer/Investigator	May 14, 2013	----
Joshua Huebner	Police Officer	Nov 17, 2014	Jan 22, 2018
Hashim Abdullahi	Police Officer	Jan 12, 2015	June 13, 2018
Mohammed Farah	Police Officer	Jan 13, 2015	----
Tabitha Wood	Police Officer	Sept 14, 2015	----
Ryan Scheevel	Police Officer	March 21, 2016	Jan 29, 2018
Ibrahim Farah	Middle School Liaison	April 27, 2016	----
Jacquelyn Urbaniak	Police Officer	Nov 28, 2016	----
Darry Jones	Police Officer	Feb 2, 2017	----
Troy Vaughn	Police Officer	Feb 2, 2017	----
Zachary Ehresman	Police Officer	May 7, 2018	----
Jamie Mittelstaedt	Police Officer	Aug 12, 2008	----
Thomas Hall	Police Officer	Aug 30, 2018	----

Police Staff Roster Continued

Name	Title	Start Date	End Date
Karen Olson	Office Supervisor	Feb 19, 1986	----
Elizabeth O'Brien	Records Technician	Aug 20, 1990	----
Ramon Gomez	Records Technician	Nov 4, 2013	----
Becky Romanik	Records Technician	March 14, 2018	----
Jason Nihart	Information Systems Specialist	June 11, 2015	April 6, 2018
Nick Fedor	Information Systems Specialist	Sept 18, 2018	----
Jerry Wellman	Community Service Officer	Jan 25, 2006	----
Zahra Almosawi	PT Community Service Officer	Sept 21, 2015	Aug 2, 2018
Tony Miller	PT Community Service Officer	Oct 26, 2016	----
Shelby Tombers	PT Community Service Officer	Sept 13, 2017	----
Avery Harris	PT Community Service Officer	Feb 28, 2018	----
Robert Tombers	PT Community Service Officer	Aug 30, 2018	----



2018 CHPD Staff Photo



Erik Johnston was promoted to Captain April 11



Matt Markham was promoted to Captain April 12



Erik Hanson was promoted to Sergeant June 13

2018 Promotions

City of Peace Neighborhood Center

Three years of planning and citywide cooperation culminated in the grand opening of the City of Peace Neighborhood Center June 6, 2018. At the event, residents enjoyed a picnic with free food, yard games, face painters and a resource fair, and met City officials during a meet-and-greet with Columbia Heights Police. The City of Peace Neighborhood Center, formerly known as the Circle Terrace Community Center, stands almost exactly in the center of the Circle Terrace Neighborhood at 1311 Circle Terrace Blvd NE, Columbia Heights, MN.

“What this building offers will truly affect the future of not only Circle Terrace residents, but of all those lucky enough to live in Columbia Heights,” said Police Sgt. Justin Pletcher.

Plans for the Neighborhood Center began in an effort by the Police Department and the City as a whole to better serve the community through positive interaction, improved outreach, and enhanced public safety. City officials forged partnerships with community stakeholders, the Public Works Department, the Community Development Department, and worked hand-in-hand with the Circle Terrace Neighborhood residents to turn the idea into a reality.

Just two days after the grand opening, Pletcher said, SACA hosted the first of many ‘Produce Pop-up Stands’ providing free produce to the neighborhood. The following Monday, White



Castle and Columbia Heights Recreation hosted the first of their summer-long free-lunch and youth outreach program events. The adjacent Bruce Nawrocki Park and Playground, which was officially dedicated July 25, 2018, has also helped fulfill these outreach initiatives.

This is just the beginning, Pletcher said. Community Education, the Anoka County Attorney’s Office, the Southern Anoka County Neighborhood Center, the Anoka County Community Action Program, and many more community stakeholders are currently working on classes, trainings, and outreach opportunities hosted at the City of Peace Neighborhood Center.

“The police department and City are working hard to provide residents with ample opportunities,” Pletcher said. “Columbia Heights is once again proving to be an All-American City that invests in its residents so that its residents will invest back into the City with positivity and pride.”



Mayor Donna Schmitt gives a speech at the City of Peace Neighborhood Center grand opening.

IACP Award

The Columbia Heights Police Department was selected by the International Association of Chiefs of Police (IACP) for the 2018 Leadership in Community Policing Award, marking the second time the department has won the honor. The first was in 2012.

“It’s not just our award. It’s the community’s award,” said Police Chief Lenny Austin. “Policing is challenging in and of itself, but quite frankly it would be impossible without the strong partnerships and strong ties we have with our citizens, with other city departments, and with our government and community leaders.”

The IACP award goes to one agency each year, worldwide, in one of five population categories. The CHPD won in the “under 20,000 population” category for its successful work in community policing strategies and crime reduction programs, particularly its involvement in the City of Peace Neighborhood Center.

The City of Peace Neighborhood Center opened in the heart of the Columbia Heights’ Circle Terrace Neighborhood, an area that has seen high crime rates in the past but continues to make improvements through the combined efforts of residents, police, and community groups. The building was conceived of as a gathering place for under-served communities, where residents, City officials, and volunteer groups could meet and build relationships. Near the beginning of the process, officers went door-to-door, survey in hand, to listen to the needs of Circle Terrace residents. The survey results showed that almost 90 percent of residents were looking for more interaction and a more engaging relationship with law enforcement. The police and community development departments then reached out to state, county, and city stakeholders, the school district, the



faith community, public works, recreation, and political and community leaders to develop a plan that would provide the neighborhood with a better opportunity to grow and invest in itself. The City of Peace Neighborhood Center grew out of that collaborative effort. See page 68 for more info about the Neighborhood Center.

“It’s a whole team that made this happen,” said Columbia Heights Mayor Donna Schmitt. “I’m so proud of everyone involved.”

Strategic Plan

Since 2009, the CHPD has been preparing an annual Strategic Plan. The plan outlines those things that are important to our mission, defines our objectives within those strategies, and lists action steps with measurable goals under each of those categories. The CHPD's plan is broken down into five categories: Problem Oriented Policing, Community Oriented Policing, Communication, Accountability, and Training/Equipment.

In the final months of 2018, we sought input from multiple community members and stakeholders, including the Columbia Heights School District along with students and parents, faith-based leaders, business owners, Neighborhood Watch members, the Multi-Cultural Advisory Committee, other City departments, as well as the Mayor and City Council. That input was dis-

cussed in meetings with officers and staff members to be considered for the final plan.

Once all input was gathered, it was analyzed and incorporated into the strategic plan at a planning meeting held in December. By obtaining the input of our stakeholders and fellow employees, our Strategic Plan helps us to address community needs and goals, and provides direction and focus for the organization.

Visit www.chpolice.com to find the CHPD 2018 Strategic Plan.

Problem Oriented Policing

Problem Oriented Policing is one of the five strategies of Columbia Heights Police Department strategic plan. This strategy, also referred to as POP, is the policing strategy that effectively utilizes department resources, community partnerships, and various effective enforcement methods to reduce crime. 2018 saw the first increase in crime in almost a decade, but crime continues to be down when compared to rates from the 20th century. 2018 saw some staffing issues that caused the CHPD to become more creative in utilizing the resources to continue to effectively combat crime and disorder within Columbia Heights.

In 2018, the CHPD hosted multiple All Hands Days, events in which the CHPD partners with other agencies, to include the Anoka County Sheriff's Office, Minnesota State Patrol, and Anoka County Probations. These All Hands Days are primarily proactive enforcement details, as well as community outreach and positive contact opportunities during the historically busy days of Homecoming and the last day of school. Officers are encouraged to make youth contacts that include positive interactions, as well as enforce curfew and other status offenses.



Community Oriented Policing

Landlord Outreach

The CHPD works to support the city's many landlords through various outreach and social programs throughout the year. In 2018, the police department communicated with almost 800 landlords through in-person or electronic communications, and provided trainings on topics that included background checks, tenant and landlord rights, and legislative updates.

Business Watch

The police department continues to partner with our business and retail community in the form of our Business Watch program. The police department connects with business owners and leaders in the community and shares information on crime prevention as well as emerging crime trends and activity. The Business Watch program had 161 members in 2018.

Neighborhood Watch

The CHPD strongly believes that residents and members of the community are often in the best position to identify suspicious behavior and spot criminal activity as it is occurring. The Neighborhood Watch program connects the police department with neighborhood

leaders who help watch for and report suspicious activity in their area.

Columbia Heights had 153 registered block leaders in 2018 and hosted trainings on topics which included Crime Prevention and MN Predatory Offender Regulations.

National Night Out

In August, the police department participated in National Night Out with nearly 50 registered parties. The event is a great opportunity for neighbors to gather and meet each other, and for the police to stop out and speak with the residents. This continues to be a popular annual event in Columbia Heights.

Coffee With a Cop

Coffee with a Cop continued on a monthly basis in 2018 with venues ranging from the VFW to an annual favorite at Dairy Queen. This program is a great opportunity for the community to connect with the police department with no speeches, no agendas - just coffee and conversation.

Other Partnership Projects

Lee Carlson Center

In December 2018, we began a new partnership with the Lee Carlson Center. The focus of this partnership is to connect people in need of services with the best organizations able to provide them. Columbia Heights police officers responding to calls in the community will identify and refer situations which could potentially benefit from being connected to additional services. With the individual's permission, they will receive a follow up visit under the Community Outreach Program (COP) as soon as the next business day. This follow up visit will include a Columbia Heights police officer and a trained intake specialist from the Lee Carlson Center who will work together to connect those individuals with needed services.

Facade Improvement Grant Program

Another example of effective partnerships occurred during 2018 when we had the opportunity to work closely with the Columbia Heights Community Development Department on the facade improvement

program. This program provided grants for businesses along parts of Central Avenue and included camera installation where video would be voluntarily accessible by the police department. The cameras have already paid dividends in helping us solve crimes in the area, and the overall aesthetic improvement along Central Avenue because of this program will contribute significantly in crime reduction and public safety.

Truck Or Treat

Between 800 to 1000 residents attended the inaugural Truck or Treat event at Huset Park in October. Costumed kids and their parents explored a variety of vehicles, including police cars, fire trucks, tow trucks, a dump truck, a garbage truck, a mail truck, a school bus, and even a Life Link air ambulance helicopter. In addition to the organizations that provided their vehicles, Columbia Heights and its City departments also collaborated with community partners such as SACA Food Shelf & Thrift Store, HeightsNEXT, and the Columbia Heights Lions to help make the event happen. About 330 treat bags were given away.

Youth Outreach

Anti-Bullying Reading

Since 2009, the CHPD has been teaming up with the School District and Immaculate Conception School to address bullying with Kindergarten, First and Second graders. Officers and staff members go into the classrooms twice a year and read a book that provides an important message about bullying to the students. Many members of our staff, officers and non-sworn, participate in the program. These visits also provide the young students with an opportunity to ask questions and meet someone from the Police Department in a positive interaction.



Open Gym

The Columbia Heights Police Department currently holds and supervises five Open Gym sessions per week. On Tuesdays after school, one open gym is hosted at the Hylander Center for high school-aged kids only, and a second is held at Columbia Academy for middle school students. On Wednesdays before school, an open gym session is held at the Hylander Center for soccer only and another open gym is held at Columbia Academy for middle school kids. Finally, on Thursday after school, the Hylander Center is open for high school-aged kids again. These Open Gym sessions are designed to provide our youth with a safe place to go play before or after school. In 2018, there were a total of 8,223 youth attendees to the open gym program.

3 on 3 Basketball Tournament

At the end of the 2017/2018 school year, the CHPD hosted a 3-on-3 basketball tournament as a spin-off of the Open Gym program. The tournament was designed to give the students who participate in the open gym program throughout the year a fun way to end the school year, and to garner continued interest in the program for the upcoming summer and following school year. Over 150 students participated in, or came to watch, the 3 on 3 tournament, an increase from the previous year.

Big Brothers, Big Sisters

CHPD has partnered with Big Brothers/Big Sisters Twin Cities since 2011, and is the only department in Anoka County involved in the program. Department staff who volunteer to be a Big Brother or Sister go into the school to meet their matched student. The two will meet weekly and develop a mentoring relationship over the course of the school year. The partnership first started at Highland Elementary and has since expanded to Valley View Elementary and Columbia Academy. We're now also involved in mentoring young men at the Columbia Heights High School.



De'aria Roduez and her brother take a selfie with CHPD officers Tabitha Wood, Jason Piehn, Justin Pletcher, and Darry Jones at Moler Barber School during Cuts with a Cop, Aug 29.

Cuts With a Cop

More than 50 kids stopped in for a free back-to-school haircut at the inaugural Cuts with a Cop, a collaborative effort between the Columbia Heights Police Department and Moler Barber School. Several Columbia Heights officers spent the afternoons of Aug 28 and 29 at the Barber School to greet and talk with local students and their parents as they came in for their free haircuts. The idea behind Cuts with a Cop was to branch out beyond the monthly Coffee with a Cop gatherings and reach community members who might not normally attend those events, said Sgt. Justin Pletcher. He and other officers at the CHPD have been brainstorming creative ways to engage with Columbia Heights residents.

Other Programs and Activities

Multi-Cultural Advisory Committee

The CHPD's Multicultural Advisory Committee, or MAC, added new volunteers to the team, which now consists of 14 individuals who live, work, learn or worship in Columbia Heights. MAC meetings take place every other month within the city and topics such as crime analytics, city partnerships, and youth justice are discussed in an open and positive environment. The CHPD and MAC work together to create a safer community for all of Columbia Heights.

One example of this was the October Domestic Violence Awareness event that the MAC created and hosted at the library, partnering with Alexandra House, Casa De Esperanza and County Attorney Tony Palumbo. The community was invited to discuss ways to positively affect domestic violence within the community with advocates who are trained in dealing in such matters. The MAC also attended all of our city picnics and continues to play a significant role in our strategic planning process as well.

Wellness

The Columbia Heights Police Department continues to focus on wellness for its employees. This year we also partnered with all city employees by expanding our wellness efforts to affect any employee who was interested in attending. The CHPD brought in a nutritionist to discuss healthy eating and to answer questions. We also partnered with the Science of Spirituality Center to host mindfulness classes aimed at reducing stress by providing simple breathing exercises. Officer Jake Hilden is currently studying nutrition as well, and he is working on several new wellness initiatives, including a monthly newsletter that addresses various wellness-related topics. In addition, the CHPD has taken steps to address officer fatigue with a policy that addresses this issue.

Training

The police department's commitment to training continues to be a priority. We have implemented the 40 hour Crisis Intervention Training (CIT) for each and every officer, and are now building off of this de-escalation type training by including a new training called ICAT: Integrating Communications, Assessment, and Tactics. ICAT provides officers with the tools, skills and options needed to safely defuse many types of critical incidents. This training was developed by the Police Executive Research Forum (PERF) and the CHPD is one of the first agencies in the state to implement this

new state of the art training. This training will complement the proven effectiveness of CIT training as the police department continues to ensure that officers are sufficiently trained and properly equipped to perform their duties at a high level.

Drug Abuse Resistance Education

Officers Mohammed Farah and Ibrahim Farah graduated from DARE (Drug Abuse Resistance Education) training in February 2018 and became Minnesota's first Somali DARE officers. They join Officer Jason Piehn in teaching this important curriculum to fourth grade students in Columbia Heights Public Schools.

Police Reserves

The CHPD Reserve Unit is a volunteer organization composed of members of the Columbia Heights community. These members support the police department and the Columbia Heights-Hilltop community through a variety of tasks that include patrol, transports and participating at special events. Reserve members receive specialized training related to areas of responsibility.

The Reserve Program has been a part of the Columbia Heights Police Department for over half a century, and thousands of hours of volunteer time have been donated. The CHPD continues to be grateful for their service to their community.

Shop With a Cop

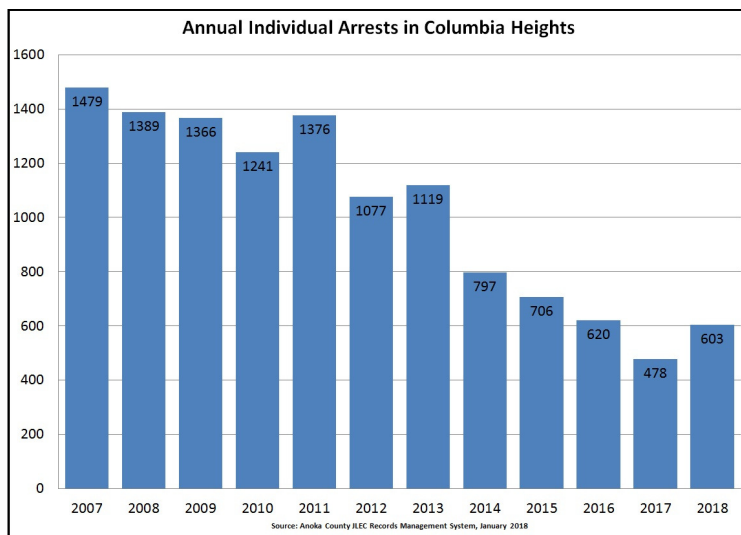
The annual Columbia Heights Police Administration's Shop with a Cop program set a record in both donations and number of families helped in 2018. Twenty-four families were hosted by the program. The CHPD worked with the school district to serve children/families who attend the local schools. The program raised \$9,000 in contributions.



Crime Statistics

The CHPD saw an increase in crime for 2018. Narcotic drug violations were up approximately 43 percent in 2018. Columbia Heights was among the numerous cities in Anoka County and across the metro area that saw increases in drug activity. We often see property crimes rise along with drug activity, and this was reflected with an increase in motor vehicle thefts for 2018. The first two graphs on this page represent the total number of crime incidents, the third graph represents the number of individuals arrested.

The Columbia Heights Police Department believes knowledge and transparency are key components of the relationship between police and the community. To further these efforts we make our crime information available for anyone with internet access at communitycrimemap.com. This is a great tool to look at what is happening in a neighborhood or city-wide, and has many search features to narrow in on the information you want.



Arrests							
	2015	2016	2017	2018	1 yr % Chg	2 yr % Chg	3 yr % Chg
Part 1	119	67	74	73	-1%	9%	-39%
Part 2	558	428	374	448	20%	5%	-20%
Total	677	495	448	521	16%	5%	-23%

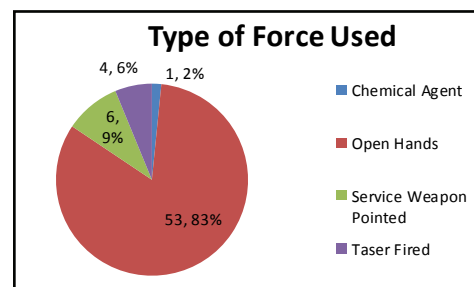
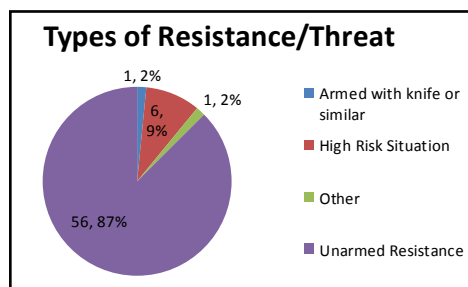
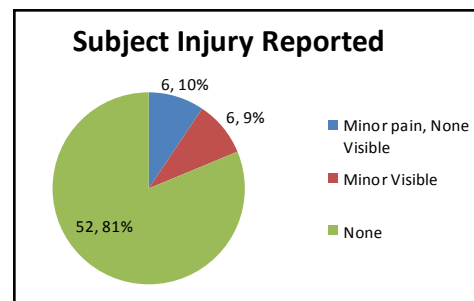
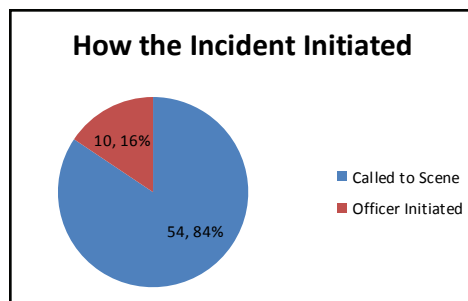
Offenses							
	2015	2016	2017	2018	1 yr % Chg	2 yr % Chg	3 yr % Chg
Part 1	673	496	570	585	3%	18%	-13%
Part 2	1000	934	883	1022	16%	9%	2%
Total	1673	1430	1453	1607	11%	12%	-4%

Use-of-Force Statistics

In 2018, we responded to 20,375 calls for service and used force in only 64 of these instances.

Open hand techniques (escorts, holds, joint locks, etc.) continue to be the most common use of force employed by the police department.

A more detailed report can be viewed on the police department website at chpolice.com



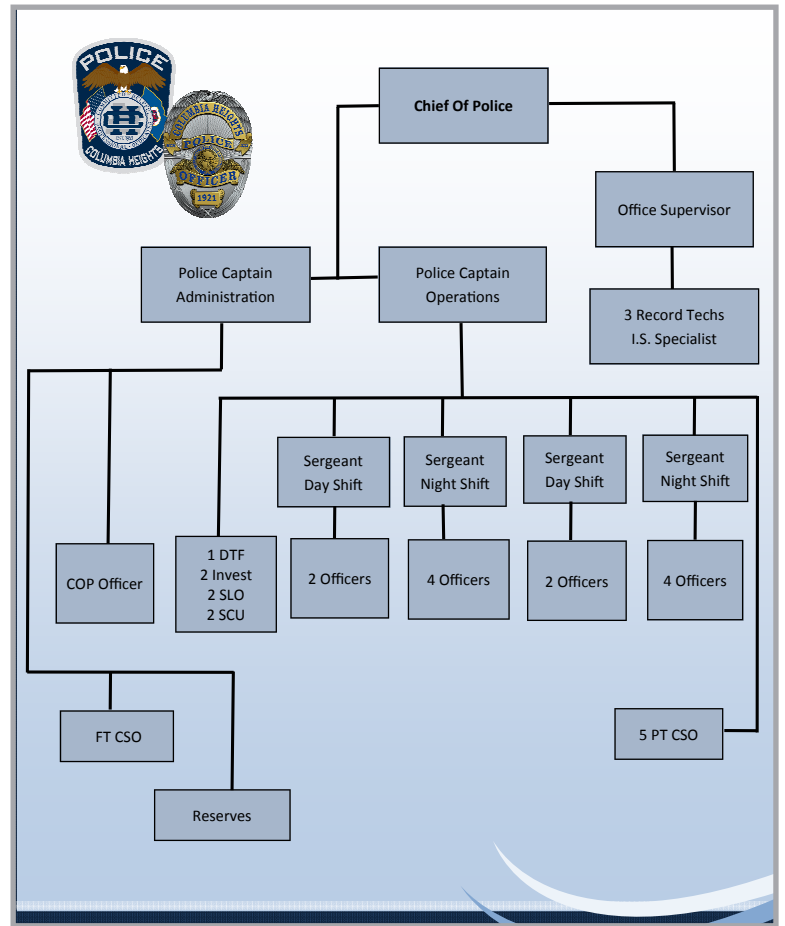


Columbia Heights Police Department 2018 Annual Report



COMMITTED HELPFUL PROFESSIONAL DEDICATED

Find more details in the 2018 CHPD Annual Report at www.CHpolice.com





PUBLIC WORKS

Introduction

The Columbia Heights Public Works Department provides many services to the residents of Columbia Heights. These services include but are not limited to the maintenance of City streets, parks, water mains, and sanitary and storm sewer systems, the planning, design, construction, and assessing functions of the Engineering Department, the administration of refuse collection, recycling, and hazardous waste programs, the implementation of special projects such as the Inflow-Infiltration Reduction Program and street lighting programs, and the emergency response to an array of Public Works needs at all times of day.

In 2018, Public Works performed its usual duties of street patching and repair, snow plowing and ice control, tree trimming, street sweeping, park facility and turf maintenance, athletic field preparation, continuation of a systematic program for water main and sewer main maintenance, testing to ensure our drinking water meets or exceeds all State and Federal requirements, repair of water main breaks, maintenance of the sanitary lift and water pump stations, vehicle and equipment repair and preventive maintenance, and the design and inspection of construction projects.



Also in 2018, the department secured funding for one of the single largest infrastructure projects in Columbia Heights: the reconstruction of 37th Ave from Central Ave to Stinson Blvd. A \$7,000,000 dollar grant was awarded to Columbia Heights and Minneapolis for the joint project. Another grant award was made for nearly three-quarter of a million dollars for road safety improvements along 53rd Ave west of Central Ave for a raised median and turnabout. Staff also secured a grant from the Minnesota Tree Trust to plant over 60 trees in the newly completed Keyes Park, saving the City over \$35,000 of what would have been contracted costs.

A Highway Safety Improvement Program (HSIP) grant for \$833,000 was used to fund 90 percent of the street lighting and sidewalk improvements on Central Ave from 47th Avenue to 51st Ave, with final completion in 2018.

Staff continues to explore ways to reduce costs in municipal operations. The department's accomplishments are only possible through the dedication of the individuals who show up every day to do their jobs. It is these people, using their skills and experience that make it possible for the residents to enjoy the quality of life that is available in Columbia Heights.

Public Works Staff

Name	Title	Start Date	End Date
Kevin Hansen	Public Works Director/ City Engineer	Dec 1, 1997	----
Kathy Young	Assistant City Engineer	Aug 11, 1986	----
Lauren Letsche	Engineering Tech	May 5, 2014	----
Rich Nordstrom	Engineering Tech	May 17, 1999	----
Clark Trytten	Engineering Tech	April 20, 2015	----
Jesse Davies	Refuse & Recycling Dept.	Sept 13, 2004	----
Sue Schmidtbauer	Admin Assistant	March 1, 2010	----
Barb Thomas	Purchasing/Assessing Clerk	Sept 29, 2008	----
Eric Hanson	Facilities Maintenance Supervisor	July 9, 2013	----
Lauren McClanahan	Utilities Superintendent	June 9, 1986	----
Mike O'Reilly	Street and Park Superintendent	Aug 25, 1979	----
Jeff Hook	Vehicle Maintenance Supervisor	April 28, 1997	----
Cody Overson	Mechanic	March 27, 2017	----
Ted Kriesel	Sign Department	May 24, 2016	----

Street Department

Name	Title	Start Date	End Date
Tom Pope	Foreperson	Dec 26, 1990	----
David Cullen	Maintenance Worker	May 2, 2016	----
James Green	Maintenance Worker	Feb 2, 2015	----
Jeremy Hansen	Maintenance Worker	Aug 25, 2014	----
Ben Mathson	Maintenance Worker	May 20, 2002	----
Jackie Wohlers	Maintenance Worker	Dec 3, 2002	----

Sewer & Water Department

Name	Title	Start Date	End Date
Sherri Jensen	Foreperson	Aug 23, 1999	----
Kyle Burns	Maintenance Worker	Jan 27, 2016	----
Duane Hopkins	Maintenance Worker	May 8, 2017	----
Ben Lund	Maintenance Worker	Jan 5, 2015	----
Jeff Olson	Maintenance Worker	June 25, 2018	----
Mike Pyka	Maintenance Worker	May 3, 2016	----
David Quady	Maintenance Worker	March 30, 2015	----

Park Department

Name	Title	Start Date	End Date
Tim Lund	Foreperson	May 2, 1994	----
Kelly Fetzer	Maintenance Worker	June 12, 1995	----
Jeff Kline	Maintenance Worker	Aug 1, 1988	----
John Nordlund	Maintenance Worker	March 26, 2001	----
Tim Sandquist	Maintenance Worker	June 12, 2017	----
Megan Schlotfeldt	Maintenance Worker	May 9, 2017	Nov 16, 2018





A Healthy Park System Means a Healthy Community After Completing Seven Park Renovations, City Looks to the Future

On a 90-degree day in September, a team of more than 50 volunteers battled heat and humidity to help plant sixty trees in the newly renovated Keyes Park. Kids, families, elected officials, and dozens of neighbors joined Tree Trust officials and City staff to make this planting event possible.

The volunteer planting project saved the City over \$35,000 of what would have been contracted costs.

The effort underscored residents' ongoing commitment and love of their neighborhood parks.

"A healthy park system is one of the main reasons people choose to live in any community," said Kevin Hansen, director of public works. "It's a major draw for families and can be the foundation of a healthy neighborhood. Parks are a primary contributor to the quality of life in town."

But more than half of the City's 15 parks haven't seen any major investment since the 1970s, Hansen said. Keyes Park was the seventh and final park selected by the Park and Recreation Commission to be renovated under the City's master planning process.

Other parks renovated under the plan were LaBelle, Huset Park West (partial renovation), Prestemon, Ramsdell, Silver Lake, and Sullivan.

Hansen said he'd like to see a new master plan that includes renovations for all City parks, preferably something that would provide each park with the level of investment Keyes Park received last summer. The City is currently looking for a number of funding options to make this possible, and will be welcoming community feedback in the months to come.



Keyes Park Renovation Completed In 2018

Construction to renovate Keyes Park at 1345 45-1/2 St was completed in August, 2018. The improvement project included construction of two athletic ballfields, two parking lots, trails, a sidewalk, and a play area, as well as site furnishing improvements, planting and restoration, and utility installation. The sledding hill has been retained.

The old park was in dire need of improvements, said Kevin Hansen, public works director. The existing athletic fields overlapped, meaning they could not be used at the same time, the park facilities were rundown, and the utilities were out-of-date and in need of repairs, among other concerns.

Engineering and Construction Activities

Construction Work Projects

Project 1608: Central Avenue (TH 65) Lighting and Pedestrian Improvements*

Project 1609: Circle Terrace Park*

Project 1705: State Aid Street Rehabilitation

Project 1706: 40th Avenue State Aid Storm Sewer and Street Improvements

Project 1712: JPM Parking Lot Reclamation/Paving

Other Projects: Mill and Overlay on TH 47 from 37th Avenue to 42nd Avenue by MnDOT*

Design and Construction Work

Project 1610: Keyes Park*

Project 1701: Seal Coat Zone 2A

Project 1704: 2017 Sanitary Sewer Lining

Project 1800: 2018 Miscellaneous Concrete Repairs and Installations

Project 1805: State Aid Street Rehabilitation

Other Projects: Library LED sign

Surveying/Design Work

Project 1801: Seal Coat Zone 3

Project 1802: Zones 4 and 5

Project 1808: Silver Lake Park Pond*

Project 1900: 2019 Miscellaneous Concrete

Project 1902: Madison Street Curb and Gutter Construction

Project 1903: Water Main Construction

Project 1905: State Aid Miscellaneous Construction

Project 1906: Concrete Alley Construction

Project 1907: State Aid Street Overlay and Trail

Other Projects:

- Sanitary Sewer Replacement, Polk Street, north of 40th Avenue
- Pavement non-destructive testing and condition survey, Zones 4 and 5
- Jefferson Divide Barrier at 46th Avenue*
- Grant Applications for 37th Avenue from Central Avenue to Stinson Boulevard, 53rd Avenue from Central Avenue to 900' West, Central Avenue from 43rd Avenue to 47th Avenue, and rain garden at 4158 Stinson Boulevard.*

* Work coordinated with other agencies or consultants

Misc Work Performed

Warranty inspections on completed construction projects and review of corrective work done by contractors. Prepared record drawings of public improvements.

- Review of building permits.
- Street striping citywide.
- Miscellaneous surveys, traffic counts and reports as required.
- Traffic Commission agenda and meetings.
- Prepared and submitted ADA Transition Plan to the City Council for adoption.
- Implementation of Special Assessment module.
- GIS database expansion and metafile development.
- In-house and off-site seminars to enhance job knowledge and performance.
- Department budgeted purchases including total station surveying equipment.
- Addressed erosion and drainage concerns on commercial and residential properties.
- Annual NPDES public meeting (combined with Community Picnic), annual report, annual Public Works training, and implementation of best management practices (BMP), including new SWMP software to track inspections.
- Public outreach with Rice Creek Watershed District to encourage private rain gardens.
- Director of Public Works, Kevin Hansen, and Stormwater Specialist, Lauren Letsche, were involved during the year for input and coordination on projects of the Mississippi Watershed Management Organization and Rice Creek Watershed Management Districts.
- Director of Public Works, Kevin Hansen, attended meetings and reviewed proposed updates for the 2040 Comprehensive Plan.

Assessment Hearings

STREET REHABILITATION: Project 1705: PIR 2017-SA-44-001 Mill and Overlay: 39th Avenue, Huset Parkway/ Jefferson Street to Central Avenue

STREET SEAL COAT: Project 1701: PIR 2018-Z2-01-001, Zone 2A, Area bounded by Reservoir Boulevard to Stinson Boulevard, from 37th Ave to 45th Ave

STATE AID STREET REHABILITATION: Project 1805: PIR 2018-SA-44-001, Mill and Overlay: Main Street, 37th Ave to 40th Ave; Mill and Overlay: 37th Ave, Main St to 5th St

Sanitary Sewer Maintenance

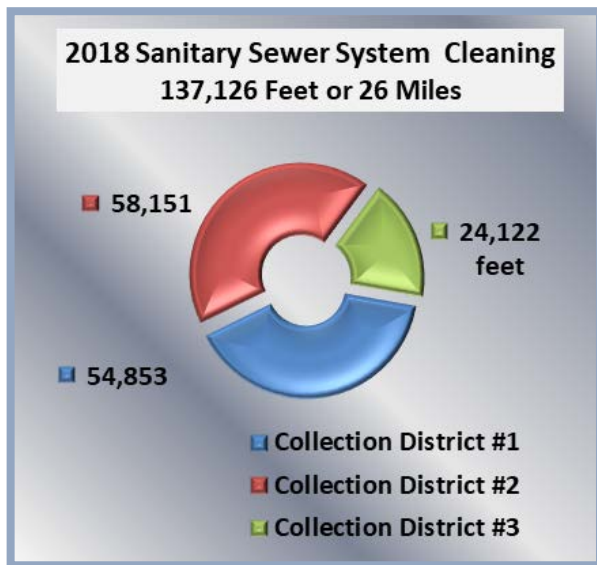
Sanitary Sewer Cleaning

Collection District #1:

- Trouble lines annual cleaning : 54,853 feet.
- Routine cleaning is completed once every three years: 139,097 feet

Collection District #2:

- Trouble lines annual cleaning: 3,209 feet
- Routine cleaning is completed once every three years: 58,151 feet



Collection District #3:

- Trouble lines annual cleaning: 24,122 feet.
- Routine cleaning is completed once every three years: 67,306 feet

In 2018, all lines in District #2 and trouble lines in Districts #1 and #3 were cleaned.

Sanitary Sewer Televising

Televising was concentrated in Collection District #3 in 2018. The Cues Televising System TV camera and transporter were replaced. There were 13 private clogged sanitary sewer lines and five City clogged sanitary sewer lines in 2018.

Total televised lines:

Collection District #1:

- (2008 through 2018) 121,096 feet

Collection District #2:

- (2008 through 2018) 62,865 feet

Collection District #3:

- (2008 through 2018) 95,994 feet

Sanitary Sewer Lift Station Maintenance

Argonne Lift Station

- Cleaned the wet well and pump enclosure.
- Pavers that surround the lift station and controls were sealed.
- The bollards were painted.
- The emergency call number was replaced.

Chatham Lift Station

- Cleaned wet well and dry well.
- Sea filters and site glass assembly were replaced on pumps 1 and 2.
- The emergency call number was replaced.

Sullivan Lift Station

- Cleaned wet well and dry well.
- Outside of the dry well was painted.
- Sea filters and site glass assembly were replaced on pumps 1 and 2.
- The emergency call number was replaced.

Silver Lake Lift Station

- Cleaned wet well and dry well.
- The discharge pipe for the sump pump was replaced.
- The emergency call number was replaced.

Sanitary Sewer System Improvements

Public Works repaired 17 sanitary sewer manholes.

Storm Sewer Maintenance

Maintenance

In 2018, Public Works:

- Inspected retention ponds and lakes monthly and cleaned as necessary from April 1 to Nov 1.
- Cleaned retention pond outfall structures citywide after every major storm event.
- Cleaned catch basin grates citywide after every major storm event
- Repaired 22 catch basins following a condition survey.
- Treated cattails to prevent growth around inlets and outlets at Prestemon Pond. Treatments were applied by Lake Restoration.
- Treated LaBelle Pond algae to control odor. Cattail treatment was done to keep the waterways open. Treatments were applied by Lake Restoration. Crews also treated algae to control smell at the secondary pond. This cost is billed back to properties that

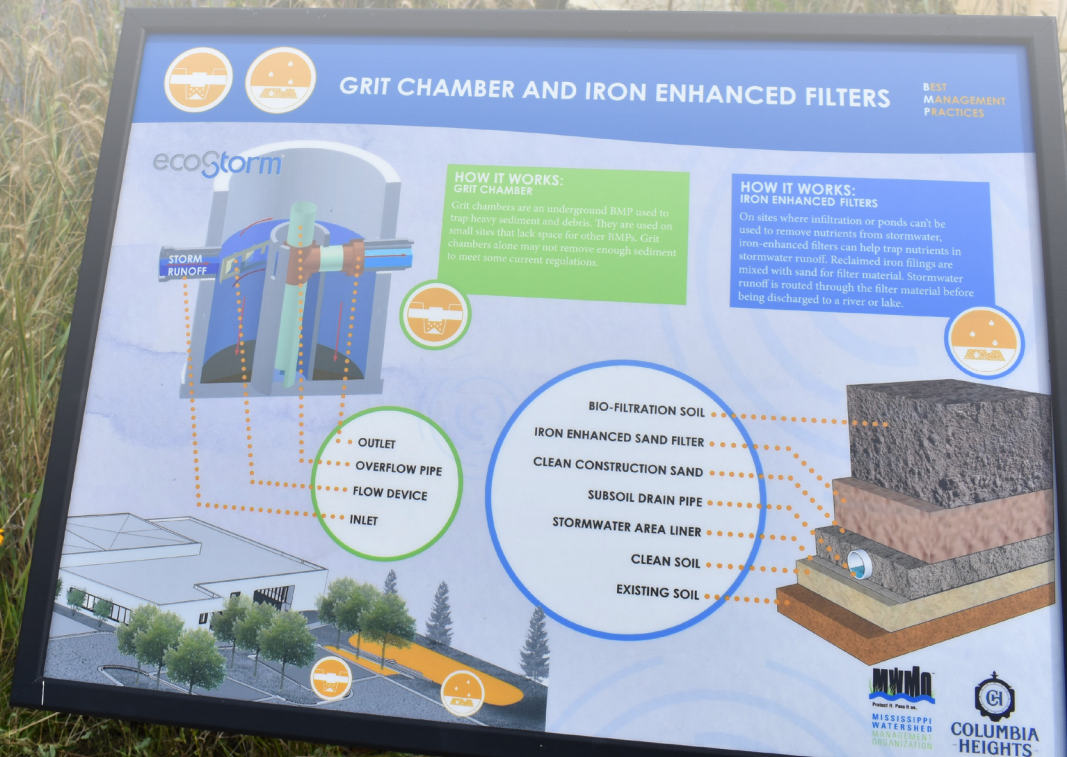
adjoin the pond. The City of Fridley contracts for the treatment.

- Weeded invasive plants at the Silver Lake Beach and Huset West Park sedimentation ponds
- Removed brush from the pond perimeter at the Silver Lake boat landing.
- Tru-Green applied weed control on the slopes at Jackson Pond. The area inside the fence was mowed three times.
- The aeration fountains at LaBelle Pond and Zurek Pond were operated from May 31, 2018 to October 18, 2018.

Improvements

In 2018, Public Works:

- Modified the SCADA system at Jackson Pond to enhance programming options for the filtration bed.
- Made storm sewer repairs on 37th Ave from Main St to 5th St as part of the mill and overlay project.



Water System Maintenance

Maintenance

A total of 16 water main breaks were repaired in 2018.

All fire hydrants were flushed in the spring using conventional flushing procedures. Directional flushing was not done in 2018 due to a very late and cold spring. All fire hydrants were checked for proper drainage in the fall.

Seven fire hydrants were repaired. Eight gate valve stacks were repaired.

Water Conservation Services conducted citywide leak detection.

The roof on Pump Station 3 was replaced.

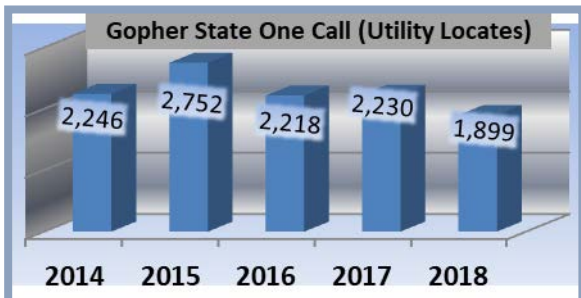
The heat tape on the transducer water line at the Water Tower was replaced.

Improvements

No water main cleaning and lining was performed in 2018. Two fire hydrants were replaced.

Water Metering-Inspection-Testing

Gopher State One-Call requests for utility locations: 1,899



In 2018, Public Works replaced 31 water meters and 14 MXU batteries, performed 27 miscellaneous MXU repairs, investigated 37 high water bills, inspected 36 sewer and water service line installations and repairs, investigated two water quality complaints and one low water pressure complaint.

All service line curb stops in the proposed 2018 water main replacement project area were located and operational condition was verified.

Columbia Heights supplied water to a portion of New Brighton near 45th Ave and Stinson Blvd while New Brighton was making upgrades to their water filtration plant.

Other 2018 Reports:

- Frozen meters reported: 0
- Frozen water services reported: 0

- Frozen pipes inside building: 3
- Leaky water services: 5
- There were no delinquent water shutoffs. Delinquent accounts are now assessed to the taxes.
- Winter service shut-offs: 9
- Water service turn on associated with properties in foreclosure: 14
- Water service shut off associated with properties in foreclosure: 6
- Water service turn on new property: 6
- Water service turn off for repairs: 25
- Curb box repairs associated with delinquent accounts: 0

Testing:

Coliform Bacteria tests are performed citywide on a weekly basis at five sites per week equaling 240 samples per year. Fluoride testing is done weekly at one site equaling 52 samples per year. THM and HAA5 testing is done quarterly at one site. PH and temp testing is done at one site 249 days per year. Iron testing is done weekly at one site equaling 52 samples per year. Water Quality Parameter testing is done four times per year.



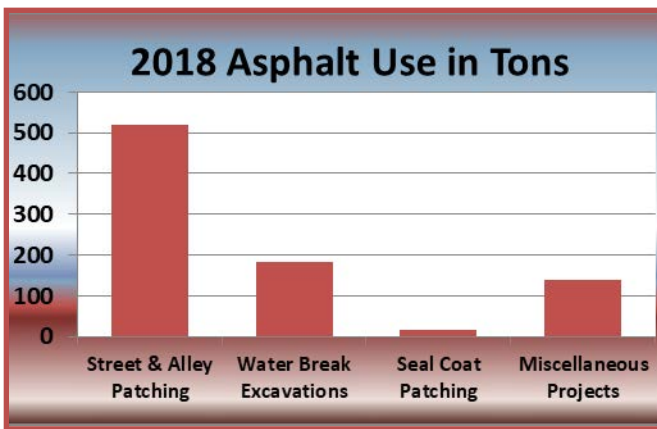
Street Maintenance

Paving, Patching, and Crack Sealing

The winter and late snowfall in 2018 made it an extremely bad year for potholes. Three vendors were used for asphalt.

- General street repair and potholes used 478 tons of asphalt compared to 174 tons in 2017.
- Alley patching used 174 tons of asphalt compared to 14 tons in 2017.
- Water main breaks used 182 tons of asphalt.
- Seal coat patching for Project 1701 used 17 tons of asphalt.
- Miscellaneous concrete patching used 18 tons.
- The year began with approximately 65 tons of Class 5 rock that was stockpiled at the MSC yard. This was used for water breaks, street repairs, and other projects. During the year another 123 tons was hauled in. The year ended with a 55 ton stockpile.
- Eighty-four tons of sand was used to backfill water breaks and for other projects.

Snow and Ice Operations



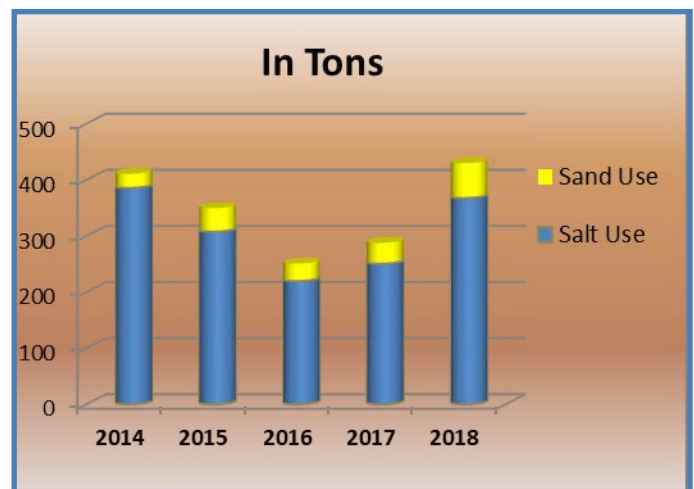
The winter season began on Dec 15, 2017, and ended May 20, 2018. Total snowfall was approximately 79.1 inches. There were a total of 36 events with 24 events involving plowing and ice control and 12 events involving ice control only. Nine salt/sand barrels were placed throughout the city for residents to use. These were checked throughout the winter and filled as needed. Streets and parking lots were pre-treated when there was advance warning of storms.

- During the winter season 368 tons of treated salt was used and 62 tons of salt/sand mixture was used.
- Used 335 gallons of anti-ice liquid for pre-event ice control. This was applied before snow events six times. The average amount used per event was 56 gallons.

- Snow was removed from crosswalks and bus stops 12 times on Central Avenue from 37th Avenue to 53rd Avenue and from bus stops on University Avenue from 37th Avenue to 45th Avenue after snow events.
- Snow removal was also done in the business district and problem areas with help from other departments. These areas included:
 - Both sides of Central Avenue from 37th Avenue to 45th Avenue
 - Both sides of 40th Avenue from 3rd Street to Hayes Street
 - The south side of 49th Avenue from University Avenue to Fairway Drive
 - The north side of 41st Avenue from Central Avenue to Jackson Street
 - The north side of 44th Avenue from McLeod Street to Central Avenue
- Snow markers were put out to avoid plow damage. Any sod damage was repaired in the spring.

Street Sweeping

Spring street sweeping began on March 27th and started with the business district on Central Avenue from 37th Avenue to 53rd Avenue. After the initial sweeping, the business district continued to be swept



on an as needed basis. Business district sweeping consisted of sweeping streets and blowing off the center medians, sidewalks, crosswalks, and bus stops.

Street Sweeping Continued

Due to large snowfalls in April, the first sweep in the watershed district and remainder of the city did not start until April 24th. The second round of sweeping began May 14th and ended on May 31st.

Street Maintenance Cont.

- Two rounds of street sweeping were completed totaling 267 miles.
- One round of alley sweeping was completed totaling 54 miles.
- City parking lots were swept one time.
- Sweeping of low and problem areas was completed after storms. There were six heavy rainfalls with flooding in 2018.
- Miscellaneous sweeping was done for city events and projects such as the Jamboree and the City of Peace building grand opening.
- In 2018 street sweepings totaled 390 yards or 165 loads. Once again, a Trommel machine was rented to screen the sweepings. Approximately 35 yards of trash was screened out for disposal. The remaining 355 yards of clean fill was stockpiled to be used for backfill and for top soil after being mixed with black dirt.

Leaf Pickup

Leaf pickup began Oct 11 and ended Nov 21. The sweepers were out 21 days and collected 1,300 yards of leaves or 23 dumpsters which were hauled away by Morrel and Morrel Trucking and taken to Enviro Tech Inc.



Debris Disposal

Asphalt and concrete disposal from water main breaks and concrete debris from the Street Department consisted of 315 tons. All debris, which totaled 45 loads, was hauled to Barton Sand and Gravel in New Brighton.

The debris spoil pile generated from the previous winter's water main breaks was used to build a berm at the east end of the Library parking lot to control water runoff. Spoils were also used on the Keyes Park project. A-1 Outdoor Services, a new vendor in Ham Lake, was used later in the fall to dispose of another 210 yards of debris.

Street Dept Storm Sewer Maintenance

The Street Department records conditions and cleans

the storm water ponds, pond inlets and outfalls, and structures monthly and after major storms.

Plugged storm sewer lines and catch basins are jetted and cleaned with the Vactor when necessary. The catch basins are also cleaned citywide after major rain events and on an as needed basis, sometimes requiring use of the Vactor. Catch basin grates and curb backs were reset. Catch basin structures were rebuilt.

Floating bogs and cattails were removed from Sullivan Lake three times in 2018. Weeds at Jackson Pond were removed, cut and sprayed.

Misc Projects and Activities

Improvements:

- A berm was constructed at the east end of the Library parking lot to control water runoff.
- The block wall at MSC between the tire bay and wash bay was raised for the installation of tire racks.
- The guard rail at the Jefferson Street divide was repaired two times.
- An aeration (overflow pipe) was installed at Silver Lake Beach.
- The Police evidence room at the blue cold storage building was tore out.
- Landscaping was done for installation of a new Library sign.

In 2018, the Street Department also:

- Sprayed the city right-of-ways for weeds along Central Ave from 37th to 53rd Ave, University Ave from 37th to 45th Ave, Jefferson St divide, and other miscellaneous sites
- Hauled scrap steel and iron to the Recycling Center in Minneapolis.
- Performed MSC yard maintenance and cleanup.
- Handled 23 illegal dumping incidents of electronics and other large items.
- Sealed the drain pavers and benches at the Library. The benches at Hentges Garden were also sealed as well as the monuments at the Public Safety Building and the roundabout.
- Set up and tore down voting stations.
- Set up for the Jamboree and Holiday Train events.
- Maintained permit for goose control.
- Assisted other departments as needed.

Tree Management and Care

- Three scheduled Dutch Elm disease inspections were conducted citywide in June, July and August.
- One scheduled hazardous tree inspection was conducted citywide in March.
- One scheduled Emerald Ash Borer inspection was conducted in November.
- A total of 162 diseased and hazardous trees were removed consisting of 96 public trees and 66 private trees.

tinued in 2018 as a proactive measure to control the Emerald Ash Borer population; 37 ash trees located on public property and 7 ash trees on private property were removed.

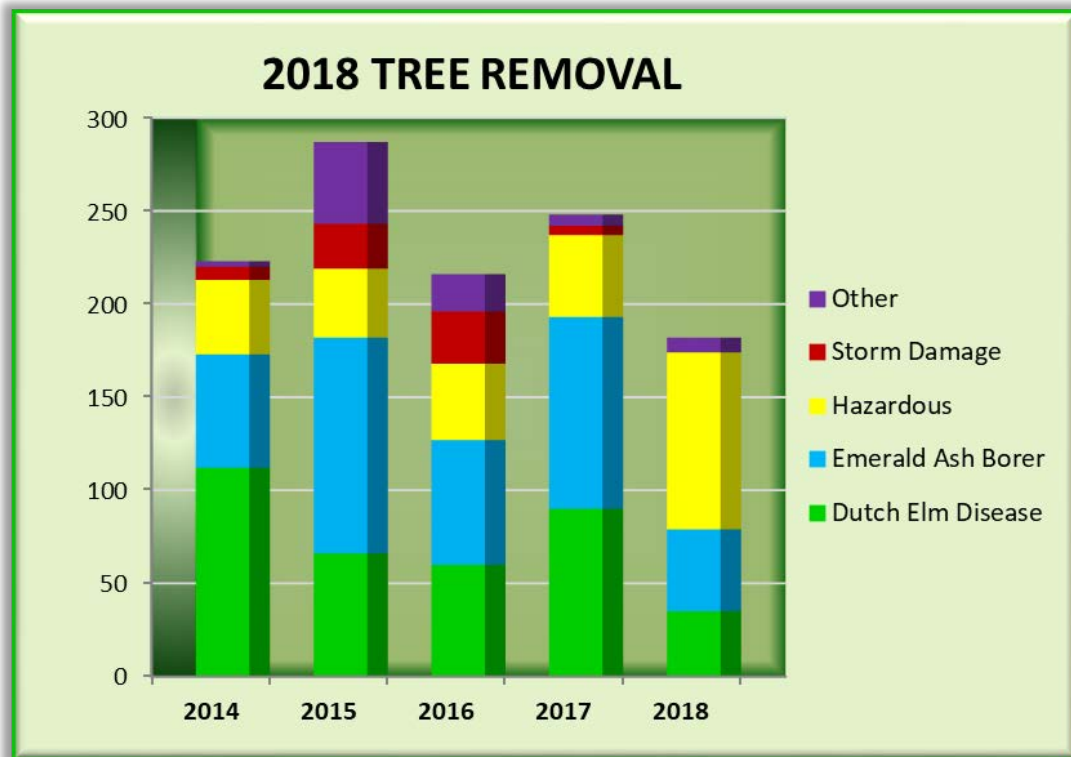
- Nick's Tree Service was contracted for diseased and hazardous tree removals.
- Boulevard tree trimming citywide was done on a request basis.
- Park tree trimming was done as needed. Woodchip mulch was placed around the trunks of young trees.

- A total of 119 trees were planted in the parks and boulevards in 2018. The City now plants bare root trees instead of balled and burlap. Bare root trees are less expensive to purchase, have a longer healthier life, and can be planted by Public Works employees.

- Bare root trees were planted in several parks and at multiple boulevard locations near the end of April. A variety of trees were planted including 10 Front Yard Linden, 10 Sunburst Honey Locust, 10 Burr Oak, 10 Kentucky Coffee, 10 Crimson Cloud Hawthorn, 10 River Birch, 10, 10 Royal Frost Birch, 10 Redbud, 10 Northern Pin Oak, 10 Accolade Elm, and 10 Catalpa.

- Rainbow Tree Service was hired to treat 132 ash trees located in the parks with Tree-age, a systemic insecticide, to control and limit the growth of the Emerald Ash Borer population. Treatment was completed in June. These trees had all been treated in 2015.
- Removal of ash trees that are severely stressed con-

- Container trees including three Black Hills Spruce, two Gingko, and one Kentucky Coffee tree were planted at Labelle Park, Circle Terrace. Also, a Linden tree was planted at Lomianki Park.



Park Maintenance

Ice Rinks

The hockey and skating rinks at McKenna and Ostrander Parks were maintained. The rinks at Keyes Park were demolished in 2018 to facilitate park improvements. The warming houses are not staffed. Timers are used to control lighting for the rinks. The rinks opened for the season on December 27, 2017 and remained open until February 23, 2018.

During the 2018/2019 season a cold spell in mid-November allowed staff to set a good base on the ice rinks. The rinks opened December 14. Unfortunately warm weather after opening made rink maintenance difficult during the remainder of 2018.

Winter Maintenance

Winter maintenance activities include maintaining public sidewalks and park pathways. This consists of removing snow by shoveling, using snow blowers, sweeping with the Toro Groundsmaster equipped with a broom, using the Ventrac tractor with a snow blower and broom attachment, and either sweeping, plowing, or blowing the snow with the MT Trackless.

In January snow events requiring sidewalk maintenance occurred on five days. February was snowy with seven days requiring sidewalk maintenance while March had only three snow events requiring sidewalk maintenance. Surprisingly, April was very cold and snowy with six days requiring sidewalk maintenance. November had below normal temperatures but was dry with only two snow events requiring sidewalk maintenance. December continued to be dry with only three snow events requiring sidewalk maintenance. A non-chloride prewetting liquid is applied to the Central Avenue walk bridge prior to snow events.

On Sat, Jan 27, Silver Lake Beach Park was home to the 5th Annual Columbia Heights Fire and Ice Plunge. Fire rings, fencing, and trash containers were provided for the event.

The Silver Lake aeration system operation began on Feb 27, when oxygen levels in Silver Lake reached critical thresholds.

With the cold, dry weather in November and December, park staff was able to use the boom truck to trim large trees in the parks. This included removing hazard-

ous hanging branches as well as trimming for clearance.

Turf Maintenance

Due to the cold snowy April, mowing operations did not begin until mid-May. The Park Department is responsible for maintaining turf at 50 locations throughout the city ranging from small lots to large parks.

TruGreen ChemLawn applied spring weed and feed applications to Huset, Edgemoor, McKenna, Ostrander, LaBelle, Hilltop, Prestemon, Sullivan, Ramsdell, Lions and Silver Lake Beach parks as well as at the Silver Lake boat landing. Trugreen ChemLawn also applied additional applications of fertilizer to the Ramsdell Park ballfield throughout the season. Gateway and Wargo Parks received spring and fall applications. In addition TruGreen Chem Lawn treated City Hall, Library, SACA/ MSC, 4400 Reservoir Boulevard, 1307 42nd Avenue, water tower, Jackson Pond, Public Safety Building and the liquor stores on Central Avenue and 37th Avenue. TruGreen Chem Lawn applied growth retardant to the city-owned hillside along 37th Avenue as well as tree fertilization and shrub bed weed control in the beds along Central Avenue and University Avenue.

A majority of the turf areas were aerated and thin spots were over seeded this year. Numerous holes and dips as well as areas with poor soils and thin turf in the parks were top dressed with a mixture of screened compost sand and screened dirt and over seeded

University Avenue was cut seven times with the Ventrac in 2018. Mowing was also done along the University Avenue service road as well as trimming around the signs along University Avenue.

Irrigation systems are operated and maintained at 37th Avenue and Huset Parkway, Lions Park, Wargo Park, Gateway Park and Ramsdell Park.

Shrub Bed Maintenance

The Park Department is responsible for maintaining shrub beds at 22 locations throughout the city. Maintenance includes trimming, mulching, weeding, watering, plant replacement and applying weed control. TruGreen ChemLawn applied herbicide to the Central Avenue shrub beds and shrub beds at the Public Safety Building, Library, and liquor stores and fertilized the trees.



Park Maintenance Cont.

Ball Fields

Bare root trees were planted in several parks and at multiple boulevard locations near the end of April. A variety of trees were planted including 10 Front Yard Linden, 10 Sunburst Honey Locust, 10 Burr Oak, 10 Kentucky Coffee, 10 Crimson Cloud Hawthorn, 10 River Birch, 10, 10 Royal Frost Birch, 10 Redbud, 10 Northern Pin Oak, 10 Accolade Elm, and 10 Catalpa.

Container trees including three Black Hills Spruce, two Gingko, and one Kentucky Coffee tree were planted at Labelle Park, Circle Terrace. Also, a Linden tree was planted at Lomianki Park.

In June, 132 boulevard green ash trees were retreated to resist the Emerald Ash Borer. These trees had all been treated in 2015.

Wading Pools and Splash Pad

The splash pad at Huset Park was opened for the season on May 25. Prior to opening, park staff installed shade shelters, picnic tables and benches, and prepped the splash pad itself. The splash pad is very popular and was in constant use during its open hours. The splash pad was shut down September 4 and winterized on October 2.

The wading pools were cleaned, painted and prepped to meet the requirements of Anoka County. McKenna and Ramsdell pools were filled and recirculation systems started on May 30. On June 1, the McKenna and Ramsdell pools passed inspection of the Anoka County Health Department and were opened for the season. The pools were shut down for the season September 4. The shade shelter was removed and new benches were installed at Ramsdell pool.

Playground

Broken parts on playgrounds were replaced as needed. Additional engineered wood fiber was added to Huset, McKenna, Sullivan Lake Park, LaBelle, and the Silver Lake Beach playgrounds. Several playground diggers were replaced. Weeds were removed and debris cleaned out of the playground surfacing.

Aerator Fountains

Aerator fountains were installed and operated on ponds at Huset and Labelle Parks on May 31. The fountains were removed, cleaned, winterized, and stored for winter on October 18.

Overall Park Improvements

LaBelle Park - Circle Terrace: In 2018, improvements continued in the Circle Terrace area. Picnic tables and trash cans were installed in the picnic shelter. Seventeen trees and numerous landscape plants were planted. Grass seeding and turf improvements continued.

Keyes Park: Demolition of the hockey rink at Keyes Park began in the fall of 2017 and was completed in the spring of 2018 prior to park redevelopment.

As part of the redevelopment project, the Park department installed a new playground and new signs. In addition, a small berm was constructed to dispose of water break dirt. Aeration, fertilization, and overseeding also took place. In fall volunteers with the Tree Trust planted 60 new trees in Keyes Park. Species included four London Planetree, two Skyline Honey locust, six Accolade Elm, two Autumn Gold Gingko, six Boulevard Linden, five Firefall Maple, two Northern Red Oak, six Kentucky Coffee, seven River Birch, four Black Hills Spruce, six Eastern Red Cedar, four Swamp White Oak, and six Sunburst Honey Locust.

Misc Activities

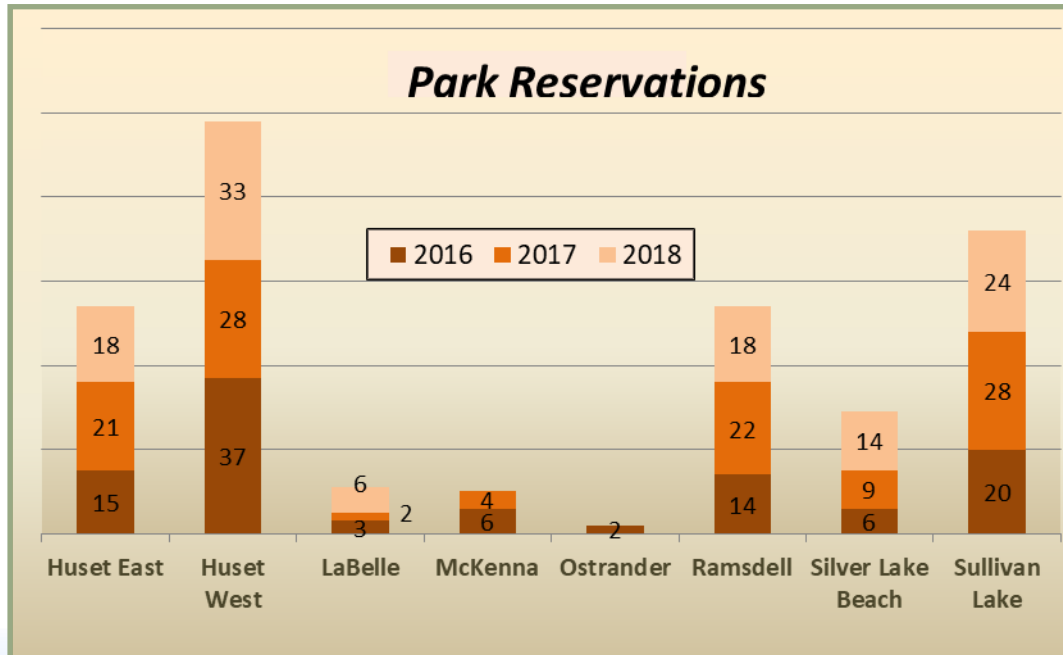
Much of park staff time is spent taking care of small details such as trash and litter clean up, graffiti removal, snow removal and ice control, minor repairs to playgrounds and other park amenities, and sign maintenance.

During the summer, park entrance signs were cleaned and resealed. Park staff installed and maintained Christmas decorations along Mill Street, at Gateway and Wargo Parks, and along Central Avenue. Park staff installed approximately 3,500 feet of temporary fencing for the Jamboree fireworks and Lions Beer Garden. Additional fencing was installed to completely enclose the carnival area to control access. The additional fencing was a success. Numerous extra tables and trash cans were temporarily added to Huset Park for the event.

Park staff also assisted other departments as needed. Examples include helping the Street Department with snow plowing and storm clean up and the Utilities Department with sewer maintenance and water break repairs. The Park Department assisted departments outside of Public Works including the Library, Recreation, City Hall, and the liquor stores with special projects and tasks. Such tasks included hanging pictures, televisions, and bulletin boards, moving furniture, remodeling projects, and resolving water problems in basements.

Park Reservation Preparation

Reservations were received for numerous picnic and other uses of park facilities throughout the summer months. Park reservations totaled 111. Areas reserved for use included the Huset West picnic shelter, Huset East Jefferson building and picnic shelter, Sullivan Lake Park picnic shelter, Ramsdell Park picnic shelter and building, LaBelle Park picnic shelter and Silver Lake Beach picnic shelter. Picnic areas and bathrooms are thoroughly cleaned in preparation for these events and cleanup takes place following the picnic. Also this summer, Public Works prepped for two community picnics at LaBelle Park – Circle Terrace.



Park Dedicated In Memory of Civil Servant Bruce Nawrocki



Bruce Nawrocki Park, named after the late Bruce Nawrocki, former Columbia Heights mayor and City Council member, had its official dedication ceremony Wed, July 25. A large group of family, friends, past and present City officials, and Columbia Heights residents attended the evening event.

The newly remodeled park and playground, which replaced the old Circle Terrace Park, is located adjacent to the City of Peace Neighborhood Center at 1311 Circle Terrace Blvd NE.

Bruce G. Nawrocki, former mayor and City Council member of Columbia Heights, passed away on April 6, 2018. During his nearly five decades of public service, Nawrocki was a steadfast advocate for residents and businesses in the City.

Former Mayor Gary Peterson and current Mayor Donna Schmitt both spoke at the park's dedication ceremony, with Nawrocki's family in attendance.



Right: Public Works Director Kevin Hansen speaks at the dedication ceremony for Bruce Nawrocki Park. Above: The commemorative plaque for Bruce Nawrocki Park.

Park Reservations and Amenities

The City of Columbia Heights has 15 parks and numerous recreational facilities available to the public. Find a complete listing of parks, including the amenities available at each park, below. Call (763) 706-3730 for more details.

Reservations

Park reservations begin on the first business day of each year. A permit must be filled out and brought to the Recreation Office located at John P. Murzyn Hall, 530 Mill Street. Payment must be received in order to complete the reservation.

The park reservation fees are as follows:

- Residents: \$50
- Non-residents: \$75
- Large groups of 100 or more people (resident or not): \$125

Park reservations become non-refundable within one month of your reserved date.

Splash Pad

The Splash Pad located at Huset Park West is open from 11 am-7 pm (early June through Labor Day). The Splash Pad is closed when it's raining. The Wading Pools located at both McKenna and Ramsdell Parks are open from 10 am-8 pm. Please contact Public Works at (763) 706-3700 with questions or maintenance concerns.

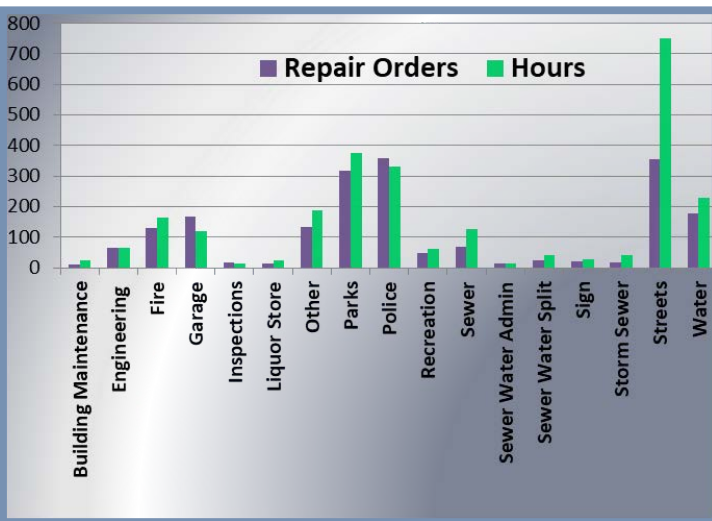
CITY PARK ADDRESSES & AMENITIES	BASEBALL/SOFTBALL FIELDS	BASKETBALL COURTS	INDOOR BATHROOM RENTALS	T- TENNIS V- VOLLEYBALL B-BOCCIE BALL	PORTABLE OUTHOUSE	GRILLS	HOCKEY & SKATING RINKS	PAVED SPACE	PICNIC TRAILS	PICNIC TABLES	PICNIC SHELTER WITH OUTLETS	PLAYGROUND	SLEDDING HILL	SPLASH PAD	SWIMMING BEACH	WADING POOL	NATURE AREA/NATIVE GRASSES
BRUCE NAWROCKI 1271 CIRCLE TERRACE BLVD		•	•						•	•	•						
EDGEMOOR 3950 EDGEMOOR PLACE											•						
GAUVITTE 4333 2ND STREET	•	•			•	•	•		•		•	•					
HILLTOP 4657 HEIGHTS DRIVE					•		•		•		•						
HUSET EAST 3965 JEFFERSON STREET	•	•	•	V		•	•		•	•	•						
HUSET WEST 3965 JEFFERSON STREET	•			B	•	•	•	•	•	•			•				•
KEYES 1345 45 1/2 AVENUE	•				•		•	•			•	•					
LaBELLE 1150 42ND AVENUE					•		•	•	•	•							•
LOMIANKI 80 39TH AVENUE							•		•		•						
McKENNA 4757 7TH STREET	•		•		•	•	•	•	•		•	•				•	•
OSTRANDER 1500 40TH AVENUE						•	•	•		•		•					
PRESTEMON 3900 MCKINLEY STREET	•	•			•		•	•	•		•	•					•
RAMSDELL 4956 JOHNSON STREET	•		•		•	•		•	•	•	•					•	•
SILVER LAKE 4305 STINSON BOULEVARD				V	•	•		•	•	•	•			•			•
SULLIVAN LAKE 721 51ST AVE			•	T	•	•		•	•	•	•						•

Central Garage

Work Orders

The Central Garage processed 1,833 repair and work orders totaling 2,442 chargeable hours at \$67.00 per hour, plus a \$2.50 surcharge per work order. Repair orders consist of requests by the operators for repairs or maintenance on the vehicles. Work orders consist of preventive maintenance procedures generated by the CFA Fleet Maintenance Program.

The Police Department, Parks Department, Street Department, Water Department, and Fire Department generated the most work orders in 2018.



Major Repairs

Major repairs in 2018 that resulted in equipment down time or altered daily work programs were:

#0084 Turbo/DPF	\$7,953.00
#0280 Track Drive	\$5,721.00
#0014 Radiator	\$2,788.00
#0001 Injectors/HPO Pump	\$2,740.00
#0037 Asphalt Auger	\$2,635.00
#0082 Tires	\$2,385.00
#0083 Wing Plow Cylinder	\$2,094.00

New Capital Equipment

- #0180 - 2019 Ford F450 Dump Truck - Water Department
- #0240 - 2018 Toro GM 5910 16' Mower - Park Department
- #0330 - 2019 Ford F350 Utility Truck - Central Garage
- #0405 - 2018 Ford F150 Pickup - Engineering Department

Retired Capital Equipment

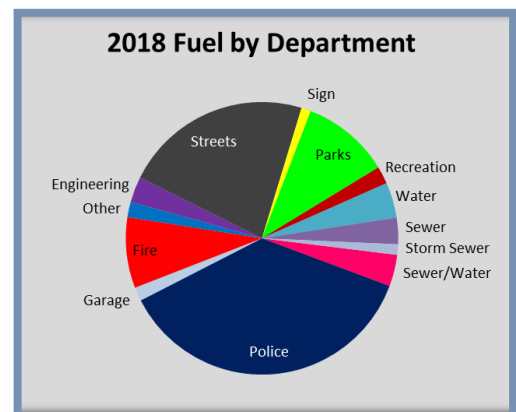
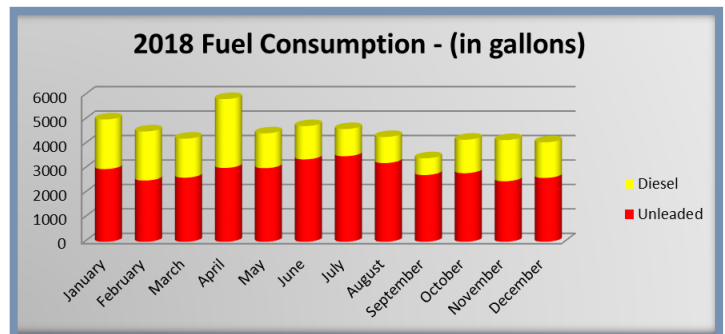
- #0300 - 1996 Ford F250 Utility Truck - Trade In
- #0241 - 2007 Toro 580D GM 16' Mower - Trade In
- #0001 - 2003 Ford F450 Dump Truck - Trade In
- #0301 - 1999 Ford Taurus - Auction
- #0407 - 2001 Ford Taurus - Auction
- #8022 - 2002 Ford Taurus - Auction
- #400 - 2008 Ford Taurus - Accident
- #8133 - 2013 Ford Taurus - Accident

Fuel Usage

In 2018, the City purchased 34,901 gallons of unleaded gasoline and 17,948 gallons of diesel fuel. The total cost of fuel purchased in 2018 was \$125,580.

The City used 34,850 gallons of unleaded gasoline and 18,592 gallons of diesel fuel. The total fuel used by the City in 2018 was 53,423 gallons.

The Police, Fire, and Public Works departments used the highest amounts of fuel in 2018.



Refuse and Recycling

Residential Services

The City provided over 6,300 residential properties with refuse, recycling, and yard waste/organic services. One-hundred fifty of these properties are considered multi-dwelling with four or more units, totaling over 2,000 apartments or condominiums. In 2018, over 6,700 refuse carts, 130 dumpsters, 3,300 recycling carts, and 1,000 yard waste/organic carts were emptied during an average week. The City purchased carts from the previous hauler and now owns all the carts, saving over \$600,000 in future hauling contracts.

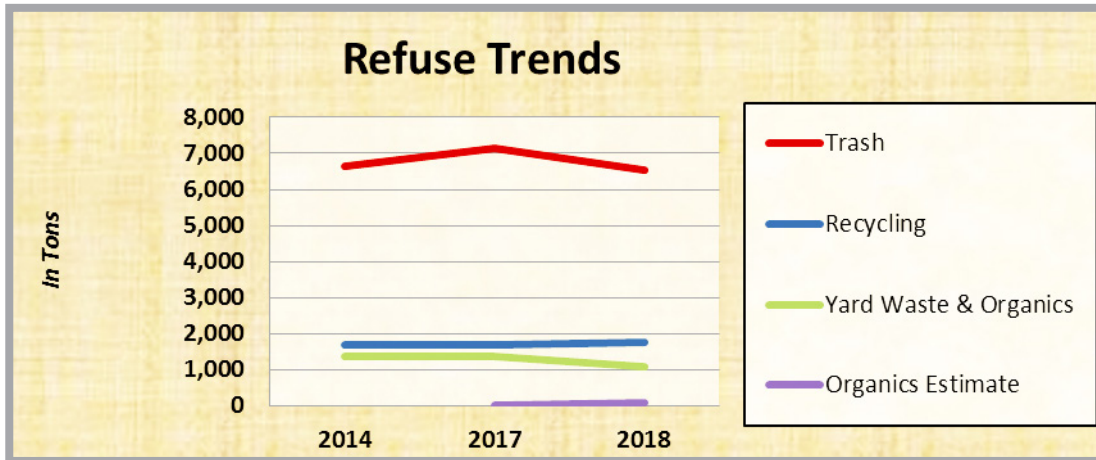
The City entered into a new hauling contract with Waste Management. Contracted trash hauling rates decreased 4% but trash disposal fees increased 17% in 2018. Contracted hauling charges for non-tax refuse (recycling and yard waste) increased 2%. The yard waste cart,

The City updated the Municipal Provided Refuse Services code and created a Solid Waste Management Operations Policy emphasizing solid waste reduction programs. The City has staff memberships in the Recycling Association of MN, MN Composting Council, Anoka County Solid Waste Abatement Advisory Team, Metro Multi-unit Recycling Managers Group, ReuseMN, and the Association of Recycling Managers.

Solid Waste Disposal

The City disposed 6,535 tons of trash which was 8% less than the previous year. Trash was reduced by 500 tons saving the City Refuse Fund over \$37,500 in disposal fees. One-hundred-thirty tons of bulk items (furniture/matresses) were disposed of as well. All of the waste was delivered to the Elk River Refuse-Derived-Fuel facility and incinerated for electrical generation by Great River Energy.

The City recycled 1,747 tons of materials from residential curbside programs, the Recycling Center, and City facilities. This was an increase of 5% from the previous year. Residential households recycled 1,090 tons of yard waste comingled with food organics (estimate 90 tons of organics) for composting.



now a comingled yard waste and organic cart, cost was reduced by over 50%. There was over \$4,000 in rebates for curbside recyclable material. However, by the end of 2018 the contractor was paying tipping fees for single-sort tonnages but did not charge for those extra fees. Total expenditures for all refuse operations were over \$2 million.

Over 1,000 service issues were handled by the Refuse and Recycling Department, some requiring supervised performance of contractors and vendors. Approximately 40 Liquidated Damages issues were assessed to Waste Management totaling nearly \$10,000 in deductions on their service bills. The most common complaints expressed by residents were missed services and delayed cart exchanges. Over 1,200 change orders were processed for properties that adjusted their services during the year. An audit was conducted to ensure service matched contractor invoices and utility billing charges.

The City's subsidized \$20 flat fee for electronics curbside recycling removed over 311 electronic items. The City offers one free appliance pickup per year to each property and 263 units were recycled in 2018. Public Works paid to dispose of nine illegally dumped electronics/appliances that were found in parks or public right-of-ways. The City also recycled another 18 tons of problem/hazardous materials, mostly from the Recycling Center.

Several vendors were used to collect and recycle the material including: Waste Management and MRF, Jr's Appliance, Greenlights Recycling, Loe's Oil, Specialized Environmental Technologies, and the Mdewakanton Sioux composting facility.

Refuse and Recycling Cont.

Neighborhood Recycling

The City placed new labels on all recycling carts as the old ones were wearing off. Labels were also placed on the trash carts that directed recyclables to the proper cart. Recycling services were increased for all multi-dwelling properties to at least weekly. There is no additional fee for larger or additional recycling carts and approximately 300 households, multi-dwelling properties, and duplexes increased recycling service at their properties. Those rental properties also received free tenant recycling kits. Several counties and cities have requested information about our multi-unit recycling program. Fourteen buildings participated in the City's multi-unit recycling program in 2018.

Over 70 households participated in the citywide garage sale event and received a spring/fall cleaning packet for donating or recycling their remaining items. The local DAV/Savers reported an increase in donations in 2018. Several National Night Out block parties increased recycling, including, organics and received "free" compostable dinnerware.

In coordination with the City of Fridley and the school district, a Master Recycler Course was conducted and the graduates toured several recycling facilities. Staff conducted recycling presentations for the Huset Park Townhome Association, University Heights Condo Association, Hart Lake Apartments, and at the community picnic. The apartment owner of 4422 Central Avenue gave a tour for the Metro Multi-unit Recycling Managers to show

her recycling and organics operation in the seven-unit building.

Community Recycling

The Recycling Center was open most Saturdays and received \$3,852 for scrap metal, fluorescent bulbs, and used oil. Residents also dropped off oil filters, antifreeze, tires, string lights, household batteries, and cardboard. The Columbia Heights-Fridley Kiwanis Club staffed the Recycling Center and received rebates for the value of the material, which they use for high school scholarships. Thanks to the Kiwanis for over 35 years of volunteering at the Recycling Center. A new agreement with the Kiwanis was completed.

Staff attended CHSD Community Education Advisory Council meetings to review community recycling education and integrate with school courses, such as with the agricultural specialist. The City facilitated a joint project with Waste Management and the North Metro Adult Basic Education site to add a CDL test preparation course. The local Lions Club committed to recycling, including offering organics containers at the Jamboree carnival and the Taste of Columbia Heights event. The City provided compostable food service ware for the events. HeightsNEXT hosted a Fix-It clinic and provided monitors at refuse stations for various City events.



Cyndi Cummings with individual recycling and organics baskets for Hart Lake Apt. residents.

Apt. Building Leads Way in Disposal Reform

Assistant Manager Cyndi Cummings was surprised at how quickly recycling and organics disposal caught on with residents of Hart Lakes Apartments.

"People here really like having these options," Cummings said.

A big part of why the options have caught on is due to Cummings' efforts to educate residents about the programs. She tells every new resident about their options when they first move in, and holds building-wide educational meetings to get the word out. This has resulted in the highest level of recycling and organics participation of any multi-dwelling building in the City, said Jesse Davies, from the City refuse department. Last year the apartment complex won an Anoka County Recycling Champion

award for the progress it's made not just in offering a wide range of recycling, organics, electronics and other disposal options, but also for taking the time to promote these services to residents.

Any multi-dwelling building can participate in these programs, Davies said. Organics pick-up services costs a flat rate of \$2.50 per building, and each resident can receive a small recycling and organics basket from the City. Just call 763-706-3700.

Not only do these programs help the environment and keep the cost of trash disposal lower, they can prevent plumbing clogs by keeping compost out of drains.

Refuse and Recycling Cont.

Organics

Curbside collection of organics comingled with yard waste in the same cart was implemented in 2018 and 1,052 households received the cart and a free kitchen starter kit. Seven multi-dwelling buildings also offer organic collection on site. SACA, Murzyn Hall, Publics Works, and the Library have added organic services to their buildings as well.

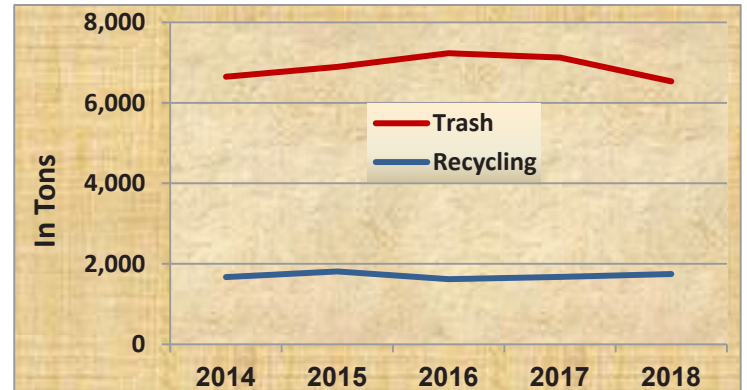
The Columbia Heights and Fridley High School Key Clubs distributed over 400 bags of finished compost for their fundraising (over \$1,200) as part of a MN Composting Council program with our organics service. This was a joint project with Fridley who also has an organics program. Thanks to the Shakopee Mdewakanton Sioux Community's Organics Recycling Facility who donated the compost to the Key Club. Several residents and CHHS Key Club members attended a City tour of the Shakopee Mdewakanton Sioux composting yard.

The MPCA requested staff conduct a briefing regarding our organics collection at the annual joint meeting of the Cities and Counties Involved in Source Reduction and Recycling and Association of Recycling Managers groups.

SCORE (Select Committee on Recycling and the Environment)

The City received over \$110,000 in recycling grant money from Anoka County. The SCORE funds are used for curbside organics, the Recycling Center, parks and events, electronic/appliance collections, promotions, and multi-unit programs. Anoka County also provided many flyers and other publications, plus two pallets of tenant recycling totes and a refuse/recycling station at no cost. SCORE required activities were completed, including

several newsletter articles and two direct mailers promoting recycling that were sent to all 55421 addresses. Recycling promotion outreach was conducted for apartment and other multi-dwelling buildings as well as duplex rental properties. Anoka County reviewed and/or designed many of the informational materials we used, including the new cart labels, and provided promotion items such as reusable bags to hand out at City events.



Anoka County provided recycling assistance and several grants to various entities in town including Total Export, El Taco Loco, Crestview Senior Community, North Park Elementary, Highland Elementary, Valley View Elementary, and Tesfa schools.

Anoka County recognized five Columbia Heights residents and two duplexes, plus Hart Lake Apartments, First Lutheran Church, SACA and dedicated Recycling Center Kiwanis volunteer, Dale Schultze, for the Recycling Champion Awards. (See photo below.)



Training, Education, and Personnel

Street Department Training & Education

Tom Pope received his Tree Inspector recertification. Dave Cullen took the certification test.

- All members of the Street Department attended the following training:
 - Active Shooter
 - Chain Saw Safety
 - First Aid/CPR
 - Ladder Training
 - Lifting Safety
 - Right to Know
 - Vactor Training
 - Workplace Harassment
- Staff also attended equipment demonstrations.

Park Staff Training

In addition to the required training park staff completed additional training in 2018. Staff attended the Green Expo in January. Tim Lund recertified for his pesticide licenses at the Green Expo. In March, John Nordlund and Tim Lund recertified their Tree Inspector licenses at the Shade Tree Short Course. Tim Lund attended the League of Minnesota Cities Loss Control Workshop. Tim Sandquist and Kelly Fetzer attended Pool Operators Training in February and obtained pool operator licenses.

Utilities Department Training & Education

Employees received the following training and education.

- Gopher State One Call Loss Prevention
- Attended LMC Loss Control Workshops
- Minnesota Rural Water Association Training
- Legionnaires Disease Webinar
- IUOE #49 Operator Certification Training

Schools

Employees attended courses for sewer/water maintenance, street maintenance, park maintenance, forestry, vehicle maintenance and safety to obtain or maintain required certification.

Safety Management

For the 18th consecutive year, Public Works contracted with Integrated Loss Control Inc. for safety training and record-keeping activities required by state and federal regulations as well as City policy. Public Works is very pleased with the improvement that the safety program has shown under the administrative support of Integrated Loss Control Inc.

Personnel Changes

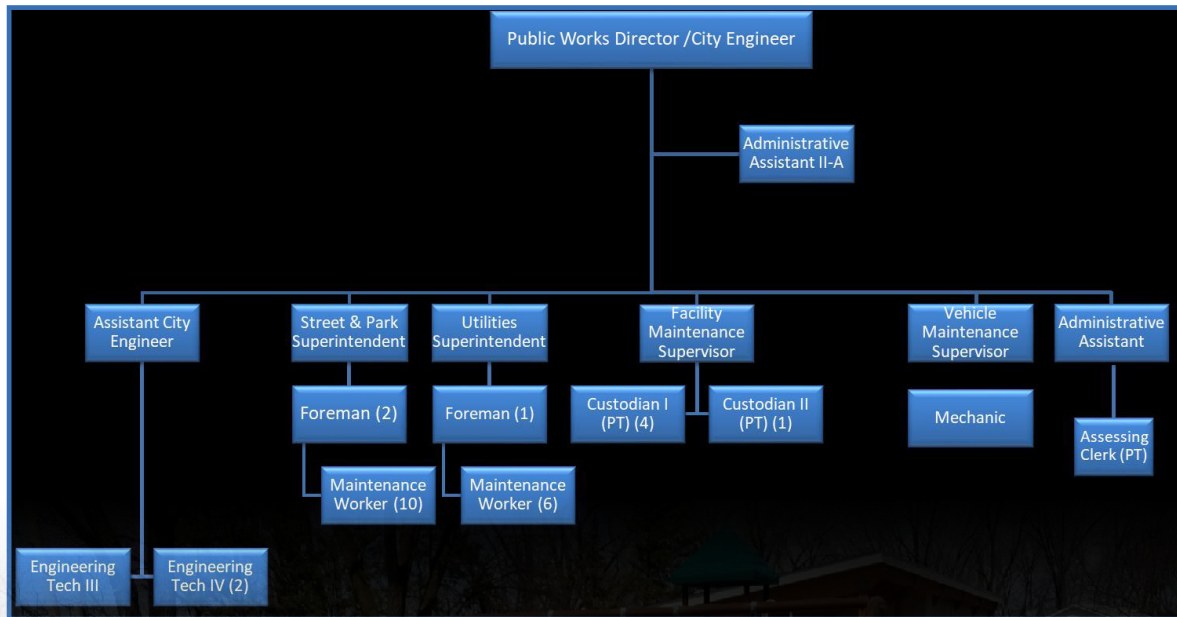
- Megan Schlotfeldt transferred from the Park Department to the Street Department on March 12, 2018.
- Megan Schlotfeldt resigned from the Street Department on November 16, 2018.
- Jim Green transferred from the Utilities Department to the Park Department on March 12, 2018.
- As of December 31, 2018, the Park Department had six full time employees, one foreman and five maintenance workers. Megan Schlotfeldt transferred to the Street Department on March 12 and Jim Green transferred from the Utilities Department to the Park Department. From April through September, ten seasonal employees assisted with park maintenance duties. One seasonal employee also worked from November through the end of 2018.
- Jeff Olson was hired and began work in the Utilities Department on June 25, 2018.
- The summer engineering internship position was filled.

Special Events and Activities

Public Works was responsible for set up and take down for the following events in 2018:

- Arbor Day tree planting
- The annual jamboree parade, fireworks, and carnival
- Christmas decorations and seasonal banner maintenance in the following areas:
 - Central Avenue 39th Avenue to 41st Avenue
 - Mill Street from Murzyn Hall to 40th Avenue
 - Wargo Court

- Gateway Park
- 2018 Canadian Pacific Holiday Train: Fundraiser/ food drive to support food shelves of East Side Neighborhood Services. Columbia Heights, St. Anthony, Minneapolis, Canadian Pacific and East Side Neighborhood Services worked on this event together. The event was held at Lions Park.
- Fire and Ice Plunge: Fundraiser for SACA
- General Elections





RECREATION

Introduction

The mission of the Columbia Heights Recreation Department is to provide recreational and service opportunities for people of all ages and backgrounds. The Recreation Department offers vast, year-round, comprehensive programs that strive to meet the needs of the whole community.

These programs include Youth Athletics/Programs, Traveling Athletics, Youth Enrichment Programs, Adult Athletics, Senior Citizens Center, Senior Citizen Trips and Outings, Special Events, John P. Murzyn Hall management, Community Garden Plot Rentals, Neighborhood Event Wagon Rentals, Park Scheduling, and



Photo by Dustin Scholl

Hylander Gym and Fitness Center management. The following pages contain the vast number of community members that the Recreation Department reaches, hopefully enriching the quality of life.

With the support of the Mayor, City Council, Park and Recreation Commission, City Manager, and the many civic and community organizations, the high quality delivery of services and opportunities are provided through the dedicated work of the Recreation staff and our numerous volunteers.

Recreation Department Staff

Name	Title	Start Date	End Date
Keith Windschitl	Recreation Director	Aug, 1997	----
Deanna Saefke	Recreation Secretary	July, 2005	----
DeLynn Mulligan	Senior Citizen Coordinator	Sept, 2012	----
Liz Bray	Recreation Program Coordinator	May, 2005	April, 2018
Carissa Goebel	Recreation Program Coordinator	Nov, 2017	----
Darci Knauer	Half-time Recreation Clerk	Feb, 2015	----

PARK AND RECREATION COMMISSION

David Payne, Chairperson
 Anne Carder
 Sean Clerkin, Jr.
 Bruce Evans
 Tom Greenhalgh
 Kevin McDonald

Marsha Stroik
 Nick Novitsky, City Council Liaison
 Kevin Hanson, Public Works Director/City Engineer
 Keith Windschitl, Recreation Director
 Deanna Saefke, Recreation Secretary





Youth Programs

2018 was a very successful year with established programs continuing as well as new programs being offered. A highlight of our 2018 programming was the attendance for non-school day trips. Our dance, martial arts, and gymnastics programs were very popular again this year. Listed below are the enrichment and special event programs provided for the youth in 2018. They are broken down into specific areas that show the variety of programs.

Seasonal Youth Program Attendance				
Program	Winter	Spring	Summer	Fall
Gymnastics Koalas (ages 1.5-2.5)	6	6	8	3
Gymnastics Monkeys (ages 3-4)	11	15	6	12
Gymnastics Lions (ages 5-8)	14	15	9	12
Gymnastics Rollers (level 1)	11	11	6	10
Gymnastics Turners (level 2)	8	7	6	6
Gymnastics Twisters (level 3)	10	10	5	6
Dance (preschool)	10	15	11	15
Dance (grades K-2)	5	11	14	15
Dance (grades 3-5)	10	6	5	7
Martial Arts Little Tigers (ages 3-6)	21	18	3	12
Tae Kwon Do (levels 1 & 2)	51	58	14	42



Youth Programs

Summer Youth Program Attendance	
Program	Attendance
Glitter-Bugs Preschool Program in Ramsdell Park (two sessions)	36
Dyno-Hites Playground in Huset Park (two sessions)	60
S.P.A.R.K.S. Playground Program in McKenna Park (two sessions)	31
T.N.T. Teen Program (two sessions)	63
Wild Wednesday Summer Trips (eight trips)	356
Nickelodeon Universe	48
Valleyfair	53
Twins Game	31
Bunker Beach	54
Cascade Bay	52
Edina Aquatic Center	30
Wild Mountain	47
St Louis Park Aquatic Center	41
August Adventure Day Trips (two trips)	51
Grand Slam	23
Zero Gravity	28
Puppet Wagon Shows Audience	1,245
Loaves and Fishes Meals	2,562 meals provided

Youth Programs

Youth Holiday Special Event Attendance

Event	Attendance
Spring Egg Hunt	41
Heights Idol/Jamboree	170
Fireworks/Jamboree	5000
Fishing Clinic/Jamboree	41
Truck or Treat	1000
Cookies & Cocoa	52



Holiday School Break Day Trips

Event	Attendance
Children's Theater "The Wiz"	20
Park Square Theater "Diary of Ann Frank"	18
Guthrie Theater "Familiar"	10
Nickelodeon Universe	48

Youth Programs Cont.

Youth Education and Classes

Event	Attendance
Youth Pollinator Mural Project	5
Youth Upcycled Art Class	11
Spark-Y Youth Action Labs	12
Clay 'n Play	10
Art Ninja	17
Yoga & Wellness After School	3
Winter Survivor at Springbrook Nature Center	23



Youth Athletics

Athletic programs are divided between in-house and traveling. Youth in-house athletics are designed for children in grades K-6, with traveling athletics designed for experienced players in grades 3-9. Some parents would rather have the youth learn the basic fundamentals of the game and have fun with friends. In the traveling programs, youth travel to other communities throughout the metro area. We have had continued success with youth in-house basketball, baseball, softball, and soccer.

Youth Athletics Program Attendance	
Baseball In-House Programs	59
T-Ball	33
Squirts	26
Baseball Traveling Programs	24
11/12U	12
14U	12
Basketball	57
Basketball Clinics	7
Traveling Programs (boys 2nd-6th grade leagues)	45
Traveling Programs (girls 2nd-grade league)	5
Wrestling (K-8th grades)	7
Softball (Girls Fast-Pitch Traveling)	43
8U	9
14U	14
16U	9
18U	11

Youth Athletics Cont.

Youth Athletics Program Attendance Cont.

Soccer In-House Programs	54
3rd-4th Grade Co-ed Fall League	14
5th-6th Grade Co-Ed Fall League	15
Pre-K and Kindergarten Hites Kickers	25
Ice Skating 2nd-8th Grade	21
Sports Sampler (pre-K and kindergarten)	13



Adult Classes & Athletics

Adult Athletics and Classes Participation

Adult Softball (Men's and Co-ed)	
Slow Pitch Softball - Summer	13 teams/156 participants
Slow Pitch Softball - Fall	13 teams/156 participants
Jamboree Tournament	16 teams/192 participants
Total Body Conditioning	60
Adult Aerobics	90
Crochet	52

Hylander City Gym & Fitness Center

Participation has been increasing as more people become aware of the facility and become familiar with the hours of operation. It is open for community use Monday through Friday 9 am to 11 am, after school, Monday through Thursday 6 pm to 8:30 pm, Saturday mornings 9 am to 12 pm, and Sunday 11:30 am to 2:30 pm. For 2018, we sold 60 monthly memberships and 6,676 daily drop-in passes. Examples of other usage include senior shuffleboard, after school youth open gym, adult open gym, youth basketball league, weekend tournaments, youth sports camps, wrestling, youth basketball kick-offs, summer park programs, and school out day field trips. This has been a wonderful asset to our Recreation Program.



Senior Center



Senior Programs	# of Times Offered	Average Attendance
500 Club	46	20
Cribbage	40	5
Bridge	36	30
Friends of the Library Bridge	7	40
Bingo	52	80
Midday Matinée	24	21
Walking Group	57	6
Bocce Ball	13	10
Shuffleboard	24	10
Free Exercise (twice most days)	400	10
Hiking Group	36	10
Senior Book Club	6	4

Senior Center

Specialty Senior Events/Classes	# of Times offered	Average Attendance
Golden Age Club	4	10
500 Club Chicken Dinner	1	24
Income Tax Assistance	20	60
Blood Pressure	12	30
Health Insurance Counseling	12	24
Advance Care Planning	1	10
Anoka County Senior Expo	1	13
Happy Feet Foot Care	24	20
Mystery Pie Social & Bingo	1	30
Potluck & Bingo	6	30
Playing Card Bingo	24	40
Tara B. Concert, Lunch & Bingo	1	60
Kitchen Kut-Ups & Dime Bingo	1	60
Summer Salad Demo & Dime Bingo	1	50
Ghoulish Pot Luck & Bingo	1	40
Happy New Year Bingo	1	40
Pot Luck Luncheons	6	30
Pie Socials	2	80
Adult Coloring	6	6

Senior Center Cont.

Specialty Senior Events/ Classes	# of Times offered	Average Attendance
Flu Shot Clinic	1	30
MN Aquatennial Senior Singers	1	40
Satin Dolls Show	1	40
Wedding Day Picture Share	1	4
Joint (Knee) Health Presentation	1	10
Medicare Seminar & Muffins	1	10
Pizza Lunch	1	30
Notes of Gratitude with Cortni O.	1	20
Hip Health Presentation	1	10
Guitar Concert @ Deli Lunch	1	40
Mayors Prayer Breakfast	1	8
Winter Concert, Lunch, Card Making	1	40
Stompin' at the Hall Exercise	1	100
Defensive Driving	1	109
End of Life Planning	1	6



Senior Trips

Senior Mini-Bus Outings Attendance	
Pine Tree Apple Orchard	60
Mystery Lunch	90
Cracker Barrel	80
General Store Minnetonka	30
Abdallah Candies	80
Fleet Farm	80
Lake Elmo Inn	58
Nelson's Ice Cream	60
Bayport/Aamodt's Apples	30
Crepe & Spoon Yummy Outing	24
Flower Show & Lunch	32
Flag Day Concert & Lunch in Victoria	13
Domo Ramen Lunch Outing	28
Mpls Farmer's Market & Litton Paper	23
Mpls Pops Concert Nicollet Island	24
Harp Outing	13
Hastings, MN Outing	32
Sunshine Factory Lunch	34
Fletcher's Ice Cream	22
River Road & Nelson's Ice Cream	42

Senior Trips Cont.

Senior Mini-Bus Outings Attendance Cont.

Irish Celtic Music	12
River Road & Pump House Creamery	20

Senior Motorcoach Day Trips Attendance

St Croix River Cruise	17
Old Log Theater “Beehive”	14
Pearl of the Lake Cruise	45
Sidekick Theater “Radio Gals”	35
Chanhassen Theater “Holiday Inn”	42



John P. Murzyn Hall

Similar to years past, Murzyn Hall was booked for most weekends throughout 2018. In addition to housing the Recreation Department, Murzyn Hall was used by many local civic and community groups in one capacity or another in 2018. The ability to use any licensed caterer is another very attractive feature offered at Murzyn Hall. Our flexibility and willingness to work with various renters puts Murzyn Hall in a class of its own. The following consists of various community users that receive a reduced or waived rental fee:

- AARP
- American Red Cross
- Anoka County - Housing/ACCAP
- Anoka County Senior Issues Network
- Association of Recycling Managers
- Beautification Committee
- Columbia Heights Administration
- Columbia Heights Athletic Banquets
- Columbia Heights Athletic Boosters
- Columbia Heights Basketball Association
- Columbia Heights Fire Department
- Columbia Heights Fire Explorers
- Columbia Heights Fire Fighters Association
- Columbia Heights High School Class Reunions
- Columbia Heights IS Department
- Columbia Heights Library Foundation
- Columbia Heights Lion's Club
- Columbia Heights Liquor Operations
- Columbia Heights Police Department
- Columbia Heights Public Works
- Columbia Heights Recreation Department
- Columbia Heights Royalty
- Community Education-ISD #13
- Friends of the Library
- Girl Scouts - 3 troops
- Global Academy
- Happy Feet Foot Care, Inc.
- Heights Next
- IBEW Local 292
- Immaculate Conception School
- Independent School District #13
- Kiwanis Club
- Metro ECSU
- Minnesota Deaf Senior Citizens
- PACIM
- Pals
- Park & Recreation Commission
- Parkview Townhomes
- Persian Student Organization of MN
- Robbinsdale Area Wrestling
- SACA
- Sister Cities
- Theater Elision
- Toastmasters
- Traffic Commission
- Train Collectors
- University Heights Condominiums
- University Heights Townhomes
- Vote No Columbia Heights
- Vote Yes Columbia Heights

City organizations and related groups also use Murzyn Hall for various events, such as the Employee Holiday Lunch, the Library Foundation Fundraiser, and elections. Murzyn Hall was used as a polling place twice in 2018.



John P. Murzyn Hall Cont.

John P Murzyn Hall Paid Rentals Events and Frequency

Funerals	7
Birthday Parties	31
Classes/Seminars/Meetings	79
Parties/Banquets	23
Holiday Parties	10
Wedding Receptions	50
Family/Class Reunions	1
Fundraisers	2
Total Resident Rentals	55
Total Non-Resident Rentals	48



THANK YOU!

On behalf of all City Departments, Division Heads and Staff, thank you for another great year! It's an honor to serve the City of Columbia Heights and its residents. See you in 2019 and beyond!

