

**CITY OF NORTH ST. PAUL
PARKS AND RECREATION COMMISSION
REGULAR MEETING AGENDA
March 27, 2019
6:30 PM**

North St. Paul City Hall

I. CALL TO ORDER

II. ROLL CALL

Larry Amsden
Lloyd Grachek, Chair
Ingrid Koller
Nancy Thorsen
Sarah Zahradka
Heather Haas
Tim Cole
Laura Greenlee-Karp, Vice Chair

Ex-Officio: Jim Naughton

Council Liaison: Candy Petersen

III. ADOPT AGENDA

IV. APPROVAL OF MINUTES

A. Approve the February 27, 2019 regular meeting minutes.

V. MEETING OPEN TO THE PUBLIC

Note: This is a courtesy extended to persons wishing to address the Commission concerning issues that are not on the agenda. This discussion will be limited to 15 minutes.

VI. PUBLIC HEARINGS

VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS

- A. **Review/Discussion/Recommendation:** Egg Hunt
- B. **Review/Discussion/Recommendation:** ADA meeting Update
- C. **Review/Discussion/Recommendation:** Parks and Recreation Survey
- D. **Review/Discussion/Recommendation:** Fundraising Options
- E. **Review/Discussion/Recommendation:** Summer Programming
- F. **Review/Discussion/Recommendation:** Summer Meetings in the Parks

VIII. REPORTS FROM STAFF

- A. **Review/Discussion:** Budget Update – February
- B. **Review/Discussion:** Park Clean-up Event, April 27, 2019

C. Review/Discussion: Electronic Reader Board Sign

D. Review/Discussion: Sponsor Update: Shiftsky's/ Halloween Event. Gallagher Financial / Egg Hunt, Food Truck Night, Fire & Ice

IX. REPORTS FROM COMMISSIONERS & PARK LIAISONS

A. Review/Discussion:

X. ADJOURNMENT

Next meeting: April 24, 2019 at City Hall Sandberg Room

**CITY OF NORTH ST. PAUL
PARKS AND RECREATION COMMISSION
MEETING MINUTES**

**February 27, 2019
6:30 PM**

North St. Paul City Hall – Sandberg Room
2400 Margaret Street

I. CALL TO ORDER

Chair Lloyd Grachek called the meeting to order at 6:32 p.m.

II. ROLL CALL

Present: Lloyd Grachek, Chair
Laura Greenlee-Karp, Vice Chair
Larry Amsden
Heather Haas
Ingrid Koller
Nancy Thorsen
Sarah Zahradka
Tim Cole

Council Liaison: Candy Petersen

Staff: Debra Gustafson, Strategic Operations Director / PRC Liaison
Keith Stachowski, Parks Coordinator
Sandra Bush, Community Development

Ex-Officio: Jim Naughton, NSPAA

III. ADOPT AGENDA

On motion by Commissioner Thorsen, seconded by Commissioner Koller with all present voting aye, motion carried to adopt the agenda.

IV. APPROVAL OF MINUTES

Approve the January 23, 2019 regular meeting minutes.

On motion by Commissioner Greenlee-Karp, seconded by Commissioner Cole with all present voting aye, motion carried to approve the January 23, 2019 meeting minutes.

V. MEETING OPEN TO THE PUBLIC

Note: This is a courtesy extended to persons wishing to address the Commission concerning issues that are not on the agenda. This discussion will be limited to 15 minutes.

Mark Slaikeu, Bill Stallmann and Mayor Terry Furlong attended the meeting to discuss the Electronic Reader Board Sign. This was on the Agenda as Item G but was moved up to the first item to be discussed. PRC agreed to expand the usage of the message board. PRC agreed that the message board be used for non-profits and non-profit City events, with City events taking priority. Some of the parameters include: messages will be updated on a weekly basis; events will be posted a maximum of two weeks; a maximum of 10 messages (possibly less) will scroll at one time. The requestor will fill out a form that will be available on the Website and in the Office. The form will include the message with a limit of four lines and 15 characters/spaces. Any questionable items will be determined by the discretion of the City Manager.

On motion by Commissioner Cole, seconded by Commissioner Koller, with all present voting aye, motion carried to recommend to City Council to expand the current electronic messaging at Casey Lake Park to include North St. Paul non-profits and non-profit events held within City limits of North St. Paul.

VI. PUBLIC HEARINGS

VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS

A. Review/Discussion/Recommendation: Egg Hunt. Zahradka gave an overview of the Egg Hunt Event which will be held April 20, 2019, from 10:00-11:30 at Casey Lake. Prep will start the day before. There will be a Suggested \$2.00 Per Child Donation box set up. Such donations will be put into the Park Fund. Cotton candy and mini juice boxes will be purchased. Greenlee-Karp will contact Zahradka with a list of student volunteers.

B. Review/Discussion/Recommendation: ADA Meeting Update. Staff will have meeting in mid-March with the City Attorney, WSB, MN League of Cities to discuss ADA requirements.

C. Review/Discussion/Recommendation: Tennis Court Resurfacing. Staff received a quote from Schifsky's to reconstruct the tennis courts which would include pickleball striping at Silver Lake. Staff will get two additional bids. PRC is concerned with a cotton tree near the courts being a nuisance/messy. Gustafson will contact Josh Bond for any possible solution.

On motion by Vice Chair Greenlee-Karp, seconded by Commissioner Haas, with all present voting aye, motion carried to recommend to City Council to reconstruct the tennis courts with funds from the Park Fund not to exceed \$54,000.

D. Review/Discussion/Recommendation: Sponsorship Options. Tabled for now.

E. Review/Discussion/Recommendation: Movie on Main. With the downtown development, there is a great possibility that the downtown space will not be available for the Movie on Main event. PRC agreed to suspend it for a year.

F. Review/Discussion/Recommendation: Food Truck Night. Following the Community Meeting on July 24, 2019 (6:00-6:30 pm) at Hause, the Food Truck Night Event will take place from 6:30-8:00 pm. To promote the event, it will be put on Facebook, published in the Newsletter, a flyer will be made, and postcards will be sent to residents. Any Day Now Band will play at the event as well as at National Night Out. Discussion included limiting the food trucks to four or five different vendors that are licensed in North St. Paul and have participated in the Car Show. Stachowski will coordinate the vendors.

G. Review/Discussion/Recommendation: Electronic Reader Board Sign. See discussion above under Meeting Open to the Public.

H. Review/Discussion/Recommendation: Deb Armstrong Recognition. PRC will honor Deb Armstrong, an active volunteer at Southwood, with a dedication sign to be displayed at Southwood. Grachek will put the sign up. PRC signed a card for Deb and a picture of the plaque will be included in the card. Petersen will deliver it to her.

VIII. REPORTS FROM STAFF

A. Review/Discussion: Budget Update – January. Gustafson summarized revenue/expenditures for January 2019.

B. Review/Discussion: Park Clean-up Event, April 27, 2019. Park Clean-Up is scheduled for April 27, 2019. Beverages will be provided to volunteers.

On motion by Commissioner Thorsen, seconded by Commissioner Zahradka, with all present voting aye, motion carried to recommend to City Council to approve up to \$50 to provide beverages to volunteers.

IX. REPORTS FROM COMMISSIONER AND PARK LIASIONS

Greenlee-Karp suggested sending a survey to residents based specifically on questions pertaining to parks. This possibly could be done using POLCO. Greenlee-Karp will send Gustafson a sample. Tabled for March agenda.

Mayor Furlong thanked PRC for all their hard work and their many accomplishments.

X. ADJOURNMENT

On motion by Commissioner Cole, seconded by Commissioner Koller, with all present voting aye, motion carried to adjourn the meeting at 8:09 pm.

Next meeting: March 27, 2019, at City Hall, Sandberg Room.

Agenda Information Memorandum
North St. Paul Parks and Recreation Commission
March 27, 2019

VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS

A. EGG HUNT PLANNING

ACTIONS TO BE CONSIDERED

Egg Hunt Event

FACTS

Event Details:

Date: Saturday, April 20, 2019

Location: Casey Lake Park

Time: 10-11:30 am

Items that have been completed:

- Police and Fire Departments have been contacted
- Cotton Candy Machine has been reserved from WBL rental
- Event shopping is scheduled on April 4th: Candy, Ingrid and Keith
- Food Shelf is donating cookies.
- Egg stuffing day: April 19th
- PRC Trailer has been reserved for the event.

ATTACHMENTS

This year's event flyer

Join us for the North St Paul

4th Annual Spring EGG HUNT

**COMMUNITY EVENT,
ALL ARE WELCOME!**

**CASEY LAKE PARK
NORTH ST PAUL**

**SATURDAY APRIL 20TH 2019
10AM-11:30AM**

HUNT STARTS AT 10:15AM

**\$2 SUGGESTED DONATION PER CHILD
(CAN PAY AT EVENT)**

*ALL DONATIONS GO TO HELP PUT ON PARK
EVENTS LIKE THIS!

NSP Police
& Fire
Department &
Fire Trucks!

Treats
& refreshments

Fun
Activities
for all
ages!

Pictures
with the
Spring Bunny

★ NO LIMIT EGG HUNT!

★ MORE EGGS THAN EVER BEFORE!

★ EGG HUNT TAKES PLACE OVER
ENTIRE PARK! CAN LINE UP AT
ANY ENTRANCE TO THE PARK

★ EGG HUNT FOR CHILDREN 0-12 YEARS

★ SPECIAL AREA FOR AGES 0-4!

★ FREE COTTON CANDY FOR TURNING IN
YOUR EGGS (TO BE RECYCLED!)

SPONSORED BY:



Agenda Information Memorandum
North St. Paul Parks and Recreation Commission
March 27, 2019

VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS

B. ADA MEETING UPDATE

ACTIONS TO BE CONSIDERED

ADA MEETING UPDATE

FACTS

A city meeting was held on March 7th, 2019 regarding the ADA.

Listed below are observations from the City's Building Official after his review of the 2010 ADA Standards for Accessible Design:

- The MN Accessibility Code (MN Rule 1341.1103.2.16 **Recreation Facilities**) states "Recreational equipment such as play structures, amusement rides, and miniature golf are not required to be accessible."
- That said, the equipment designer is responsible for ADA compliance of the equipment itself.
- The City would be responsible for providing an accessible route to play structures pursuant to section 240 of the scoping requirements.
- My assumption would be that the equipment designer would be the professional designer, and they would stipulate the requirements for accessible route requirements for their equipment to comply.
- As far as parking, if there is off-street parking, accessible spaces are required. If not, there are no rules, but the City could designate a street parking space as accessible, if desired.

Based on the feedback from the building official the PRC will need to develop a plan to install accessible routes to play structures that currently do not have one. Dorothy Park will be getting a path as a part of the street project.

Staff is planning to work with the League of Minnesota Cities to complete an audit of City Facilities.

ATTACHMENTS

Agenda Information Memorandum
North St. Paul Parks and Recreation Commission
March 27, 2019

VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS

C. PARKS AND RECREATION SURVEY

ACTIONS TO BE CONSIDERED

Discuss possible parks and recreation survey

FACTS

Vice Chair Greenlee-Karp stated she would like the City to conduct a survey to gain resident feedback regarding Parks and Recreation.

Mayor Furlong suggested using POLCO to conduct the survey, instead of sending out a paper survey.

PRC members stated at the February meeting that they would like to present sample questions at the March meeting.

ATTACHMENTS

Agenda Information Memorandum
North St. Paul Parks and Recreation Commission
March 27, 2019

VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS

E. SUMMER PROGRAMMING IN PARKS

ACTIONS TO BE CONSIDERED

Update on summer park programs

FACTS

Vice Chair Greenlee-Karp and Parks Coordinator Keith Stachowski have been working on coordinating 2019 summer park programs, they will provide an update at the meeting.

ATTACHMENTS

Agenda Information Memorandum
North St. Paul Parks and Recreation Commission
March 27, 2019

VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS
F. 2019 SUMMER MEETING LOCATIONS

ACTIONS TO BE CONSIDERED

Selection of 2018 Summer Park Meeting Locations

FACTS

The PRC held meetings in the following locations in 2015:

May 27, 2015 Tower Park
June 24, 2015 Silver Lake
July 22, 2015 Northwood
August 25, 2015 Southwood Nature Preserve

The PRC held meetings in the following locations in 2016:

May 25, 2016 Northwood
June 22, 2016 Dorothy Park
July 27, 2016 Veterans Park
August 24, 2017 Colby Hills Park

The PRC held meetings in the following locations in 2017:

April 26, 2017 Hause Park
June 28, 2017 Polar Park
July 26, 2017 Rotary Park
August 23, 2017 Silver Lake Park
September 27, 2017 Casey Lake Park

The PRC held meetings in the following locations in 2018

May 23, 2018 Colby Hills
June 27, 2018 Tower Park
July 25, 2018 Downtown (Former City Hall Lot)
August 22, 2018 Hause Park

The PRC has a meeting at Hause Park scheduled on July 24, 2019. Park locations need to be selected for the following summer meeting dates:

June 26, 2019
August 28, 2019

ATTACHMENT

Agenda Information Memorandum
North St. Paul Parks and Recreation Commission
March 27, 2019

VIII. REPORTS FROM STAFF

A. BUDGET: FEBRUARY UPDATE

FACTS

From the January 1, 2018 budget report to February 28, 2019, listed below are the Park Fund expenditures and revenues:

Park Fund Expenditures (January): \$65,020

- \$65,000 bond payment for Casey Lake Building
- \$20 Recognition Plaque for Deb Armstrong

Park Fund Revenue (January): \$4,730

- Park / Canoe Rental Fees: \$3,700 (February)
- Donations \$30 (Utility Billing)
- Donation: \$1,000 (Gallagher Financial)

Fund Balance as of 2/28/2019: \$197,747.96

*** \$100,000 in LGA funding will be deposited in the Park Fund in July 2019

The unclaimed Park Fund balance is (Fund Balance – Approved Expenditures):
\$97,936.24

Budget expenditures that have been approved for 2018:

\$356.21 Southwood Nature Preserve (\$5,643.79 has been spent)
\$11,310 Polar Park Updates (\$14,000 Budget so far \$2,690 has been spent)
\$17,320 Colby Hills Park (Budget of \$30,000 so far \$12,680 has been spent)
\$105.51 Hause Building Updates (\$30,000 budget, so far \$29,894.49 has been spent)
\$29,091.72

Budget Expenditures for 2019

\$2,000 Concert in Park
\$500 Star Watch
\$600 Egg Hunt
\$400 Trick or Treat
\$2,000 Movie On Main
\$50 Park Clean Up
\$6,000 Southwood Nature Preserve
\$200 Fire and Ice

\$3,000 Recreation Programming
\$54,000 Silver Lake Tennis Courts
\$50 Park Clean-Up Event
\$1,920 ADA Mats
\$70,720

Park Dedication Fund Balance: \$63,286.76

ATTACHMENTS

Financial Reports

YEAR TO DATE BALANCE SHEET

AS OF: FEBRUARY 28TH, 2019

034-PARK DEDICATION FUND

ACCT NO#	ACCOUNT NAME	BEGINNING BALANCE	M-T-D ACTIVITY	Y-T-D ACTIVITY	CURRENT BALANCE
<u>ASSETS</u>					
034-1010	CASH	23,165.28	48,600.00	48,707.71	71,872.99
034-1033	S/A RECEIVABLE	0.00	0.00	0.00	0.00
034-1040	ACCOUNTS RECEIVABLE	0.00	0.00	0.00	0.00
034-1042	ACCOUNTS RECEIVABLE MODULE	0.00	0.00	0.00	0.00
034-1045	ACCRUED UTILITIES	0.00	0.00	0.00	0.00
034-1054	DUE FROM OTHER FUND	0.00	0.00	0.00	0.00
034-1060	INTEREST REC INVEST	62.44	0.00	62.44CR	0.00
034-1061	MARKET VALUE ADJUSTMENT	0.00	0.00	0.00	0.00
034-1888	REVENUE CLEARING	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL ASSETS	23,227.72	48,600.00	48,645.27	71,872.99
<u>LIABILITIES</u>					
034-2010	AP PENDING (DUE TO POOL)	0.00	0.00	0.00	0.00
034-2011	ACCOUNTS PAYABLE OTHER	0.00	0.00	0.00	0.00
034-2026	DUE TO OTHER GOVERNMENTS	0.00	0.00	0.00	0.00
034-2027	DUE TO OTHER FUNDS	0.00	0.00	0.00	0.00
034-2029	USE TAX PAID	0.00	0.00	0.00	0.00
034-2030	SALES TAX	0.00	0.00	0.00	0.00
034-2888	EXPENSE CLEARING	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL LIABILITIES	0.00	0.00	0.00	0.00
<u>FUND EQUITY</u>					
034-2900	FUND BALANCE	14,641.49CR	0.00	0.00	14,641.49CR
	TOTAL REVENUES	<u>8,586.23CR</u>	<u>48,600.00CR</u>	<u>40,059.04CR</u>	<u>48,645.27CR</u>
	TOTAL FUND EQUITY	23,227.72CR	48,600.00CR	40,059.04CR	63,286.76CR
	BALANCE	0.00	0.00	8,586.23	8,586.23

YEAR TO DATE BALANCE SHEET

AS OF: FEBRUARY 28TH, 2019

063-PARK FUND

ACCT NO#	ACCOUNT NAME	BEGINNING BALANCE	M-T-D ACTIVITY	Y-T-D ACTIVITY	CURRENT BALANCE
<u>ASSETS</u>					
063-1010	CASH	219,412.99	59,995.00CR	5,046.31CR	214,366.68
063-1033	S/A RECEIVABLE	0.00	0.00	0.00	0.00
063-1040	ACCOUNTS RECEIVABLE	50.00	0.00	0.00	50.00
063-1042	ACCOUNTS RECEIVABLE MODULE	0.00	0.00	0.00	0.00
063-1054	DUE FROM OTHER FUND	47,423.89	0.00	47,423.89CR	0.00
063-1060	INTEREST REC INVEST	719.26	0.00	719.26CR	0.00
063-1061	MARKET VALUE ADJUSTMENT	0.00	0.00	0.00	0.00
063-1888	REVENUE CLEARING	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL ASSETS	267,606.14	59,995.00CR	53,189.46CR	214,416.68
<u>LIABILITIES</u>					
063-2010	AP PENDING (DUE TO POOL)	0.00	295.00CR	295.00CR	295.00CR
063-2011	ACCOUNTS PAYABLE OTHER	0.00	0.00	0.00	0.00
063-2026	DUE TO OTHER GOVERNMENTS	0.00	0.00	0.00	0.00
063-2027	DUE TO OTHER FUNDS	0.00	0.00	0.00	0.00
063-2029	USE TAX PAID	0.00	0.00	0.00	0.00
063-2030	SALES TAX	0.00	0.00	0.00	0.00
063-2060	DEFERRED REVENUE	5,400.00CR	0.00	5,400.00	0.00
063-2888	EXPENSE CLEARING	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL LIABILITIES	5,400.00CR	295.00CR	5,105.00	295.00CR
<u>FUND EQUITY</u>					
063-2900	FUND BLANCE	245,832.42CR	0.00	0.00	245,832.42CR
	TOTAL REVENUES	143,213.71CR	4,730.00CR	126,278.17	16,935.54CR
	TOTAL EXPENDITURES	<u>126,839.99</u>	<u>65,020.00</u>	<u>61,819.99CR</u>	<u>65,020.00</u>
	TOTAL FUND EQUITY	262,206.14CR	60,290.00	64,458.18	197,747.96CR
	BALANCE	0.00	0.00	16,373.72	16,373.72

CITY OF NORTH ST. PAUL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2019

034-PARK DEDICATION FUND

FINANCIAL SUMMARY

% OF YEAR COMPLETED: 16.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
OTHER CHARGES	0	48,600.00	48,645.27 (	71.70) (	48,645.27)	0.00
TRANSFERS	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL REVENUES	0	48,600.00	48,645.27 (	71.70) (	48,645.27)	0.00
REVENUE OVER/ (UNDER) EXPENDITURES	0	48,600.00	48,645.27 (	71.70) (	48,645.27)	0.00

CITY OF NORTH ST. PAUL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2019

034-PARK DEDICATION FUND

% OF YEAR COMPLETED: 16.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
<u>OTHER CHARGES</u>						
034-3800 MARKET VALUE ADJUSTMENT	0	0.00	59.11 (	82.19) (	59.11)	0.00
034-3801 INVESTMENT INCOME	0	0.00 (	13.84)	10.49	13.84	0.00
034-3880 PARK DEDICATION FEES	<u>0</u>	<u>48,600.00</u>	<u>48,600.00</u>	<u>0.00 (</u>	<u>48,600.00)</u>	<u>0.00</u>
TOTAL OTHER CHARGES	0	48,600.00	48,645.27 (	71.70) (	48,645.27)	0.00
 <u>TRANSFERS</u>						
034-3992 TRANSFER FROM OTHER FUND	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TRANSFERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	0	48,600.00	48,645.27 (	71.70) (	48,645.27)	0.00
	=====	=====	=====	=====	=====	=====
REVENUE OVER/(UNDER) EXPENDITURES	0	48,600.00	48,645.27 (	71.70) (	48,645.27)	0.00

CITY OF NORTH ST. PAUL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2019

063-PARK FUND

FINANCIAL SUMMARY

% OF YEAR COMPLETED: 16.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
INTERGOVERNMENTAL	100,000	0.00	0.00	0.00	100,000.00	0.00
CHARGES	0	3,700.00	15,325.00	10,850.00 (	15,325.00)	0.00
OTHER CHARGES	5,375	1,030.00	1,610.54	1,783.26	3,764.46	29.96
TRANSFERS	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL REVENUES	105,375	4,730.00	16,935.54	12,633.26	88,439.46	16.07
<u>EXPENDITURE SUMMARY</u>						
GENERAL PARK	6,970	20.00	20.00	13.90	6,950.00	0.29
SOUTHWOOD PARK	6,000	0.00	0.00	0.00	6,000.00	0.00
CASEY LAKE PARK	3,500	0.00	0.00	900.00	3,500.00	0.00
SILVER LAKE PARK	0	0.00	0.00	0.00	0.00	0.00
NORTHWOOD PARK	0	0.00	0.00	0.00	0.00	0.00
HAUSE PARK	200	0.00	0.00	0.00	200.00	0.00
DOROTHY PARK	0	0.00	0.00	0.00	0.00	0.00
NON DEPARTMENTAL	<u>65,000</u>	<u>65,000.00</u>	<u>65,000.00</u>	<u>65,000.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL EXPENDITURES	81,670	65,020.00	65,020.00	65,913.90	16,650.00	79.61
REVENUE OVER/ (UNDER) EXPENDITURES	23,705 (	60,290.00) (	48,084.46) (	53,280.64)	71,789.46	202.85-

% OF YEAR COMPLETED: 16.67

TOTAL REVENUES	105,375	4,730.00	16,935.54	12,633.26	88,439.46	16.07
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CITY OF NORTH ST. PAUL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2019

063-PARK FUND

GENERAL PARK % OF YEAR COMPLETED: 16.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
<u>SUPPLIES</u>						
063-4-40-4120-000 OPERATING SUPPLIES	2,970	20.00	20.00	0.00	2,950.00	0.67
063-4-40-4120-031 OPERATING SUPPLIES	0	0.00	0.00	13.90	0.00	0.00
063-4-40-4220-030 SIGNS & SIGN MAINTENAN	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL SUPPLIES	2,970	20.00	20.00	13.90	2,950.00	0.67
 <u>CONTRACTUAL SERVICES</u>						
063-4-40-4300-000 GENERAL CONTRACT/CONSU	4,000	0.00	0.00	0.00	4,000.00	0.00
063-4-40-4300-410 GENERAL CONTRACT/CONSU	0	0.00	0.00	0.00	0.00	0.00
063-4-40-4570-000 EQUIPMENT RENTAL	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CONTRACTUAL SERVICES	4,000	0.00	0.00	0.00	4,000.00	0.00
 <u>CAPITAL</u>						
063-4-40-4750-000 IMPROVEMENTS OTHER THA	0	0.00	0.00	0.00	0.00	0.00
063-4-40-4750-030 IMPROVEMENTS OTHER THA	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CAPITAL	0	0.00	0.00	0.00	0.00	0.00
TOTAL GENERAL PARK	6,970	20.00	20.00	13.90	6,950.00	0.29

CITY OF NORTH ST. PAUL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2019

063-PARK FUND

SOUTHWOOD PARK

% OF YEAR COMPLETED: 16.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
<u>SUPPLIES</u>						
063-4-41-4120-303 OPERATING SUPPLIES	6,000	0.00	0.00	0.00	6,000.00	0.00
063-4-41-4120-412 OPERATING SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
063-4-41-4210-303 MOTOR FUELS	0	0.00	0.00	0.00	0.00	0.00
063-4-41-4230-303 SMALL TOOLS & MINOR EQ	0	0.00	0.00	0.00	0.00	0.00
063-4-41-4235-000 MAINTENANCE MATERIALS	0	0.00	0.00	0.00	0.00	0.00
063-4-41-4235-303 MAINTENANCE MATERIALS	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL SUPPLIES	6,000	0.00	0.00	0.00	6,000.00	0.00
 <u>CONTRACTUAL SERVICES</u>						
063-4-41-4300-303 GENERAL CONTRACT/CONSU	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL SOUTHWOOD PARK	6,000	0.00	0.00	0.00	6,000.00	0.00

CITY OF NORTH ST. PAUL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2019

063-PARK FUND

CASEY LAKE PARK

% OF YEAR COMPLETED: 16.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
<u>SUPPLIES</u>						
063-4-42-4120-000 OPERATING SUPPLIES	400	0.00	0.00	0.00	400.00	0.00
063-4-42-4120-403 OPERATING SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
063-4-42-4120-410 OPERATING SUPPLIES	2,000	0.00	0.00	0.00	2,000.00	0.00
063-4-42-4120-411 OPERATING SUPPLIES	500	0.00	0.00	0.00	500.00	0.00
063-4-42-4120-412 OPERATING SUPPLIES	600	0.00	0.00	0.00	600.00	0.00
063-4-42-4220-205 SIGNS & SIGN MAINTENAN	0	0.00	0.00	0.00	0.00	0.00
063-4-42-4230-403 SMALL TOOLS & MINOR EQ	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL SUPPLIES	3,500	0.00	0.00	0.00	3,500.00	0.00
<u>CONTRACTUAL SERVICES</u>						
063-4-42-4300-000 GENERAL CONTRACT/CONSU	0	0.00	0.00	0.00	0.00	0.00
063-4-42-4575-412 GENERAL RENTALS	0	0.00	0.00	0.00	0.00	0.00
063-4-42-4600-403 CONTRACTED REPAIR/MAIN	0	0.00	0.00	900.00	0.00	0.00
063-4-42-4630-412 MISCELLANEOUS	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	900.00	0.00	0.00
<u>CAPITAL</u>						
063-4-42-4700-403 OFFICE FURNITURE & FIX	0	0.00	0.00	0.00	0.00	0.00
063-4-42-4710-205 FIELD EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
063-4-42-4750-000 IMPROVEMENTS OTHER THA	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CAPITAL	0	0.00	0.00	0.00	0.00	0.00
TOTAL CASEY LAKE PARK	3,500	0.00	0.00	900.00	3,500.00	0.00

CITY OF NORTH ST. PAUL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2019

063-PARK FUND

SILVER LAKE PARK

% OF YEAR COMPLETED: 16.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
<u>SUPPLIES</u>						
063-4-43-4210-000 MOTOR FUELS	0	0.00	0.00	0.00	0.00	0.00
063-4-43-4220-000 SIGNS & SIGN MAINTENAN	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
TOTAL SILVER LAKE PARK	0	0.00	0.00	0.00	0.00	0.00

CITY OF NORTH ST. PAUL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2019

063-PARK FUND

NORTHWOOD PARK

% OF YEAR COMPLETED: 16.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
<u>CONTRACTUAL SERVICES</u>						
063-4-44-4300-000 GENERAL CONTRACT/CONSU	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
 <u>CAPITAL</u>						
063-4-44-4740-000 BUILDING & STRUCTURES	0	0.00	0.00	0.00	0.00	0.00
063-4-44-4750-000 IMPROVEMENTS OTHER THAN	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL	0	0.00	0.00	0.00	0.00	0.00
TOTAL NORTHWOOD PARK	0	0.00	0.00	0.00	0.00	0.00

CITY OF NORTH ST. PAUL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2019

063-PARK FUND

HAUSE PARK

% OF YEAR COMPLETED: 16.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
<u>SUPPLIES</u>						
063-4-46-4120-000 OPERATING SUPPLIES	<u>200</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>200.00</u>	<u>0.00</u>
TOTAL SUPPLIES	200	0.00	0.00	0.00	200.00	0.00
 <u>CAPITAL</u>						
063-4-46-4740-000 BUILDINGS & STRUCTURES	0	0.00	0.00	0.00	0.00	0.00
063-4-46-4750-000 IMPROVEMENTS OTHER THAN	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CAPITAL	0	0.00	0.00	0.00	0.00	0.00
TOTAL HAUSE PARK	200	0.00	0.00	0.00	200.00	0.00

CITY OF NORTH ST. PAUL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2019

063-PARK FUND

DOROTHY PARK % OF YEAR COMPLETED: 16.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
<u>CAPITAL</u>						
063-4-47-4750-000 IMPROVEMENTS OTHER THAN	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CAPITAL	0	0.00	0.00	0.00	0.00	0.00
TOTAL DOROTHY PARK	0	0.00	0.00	0.00	0.00	0.00

CITY OF NORTH ST. PAUL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2019

063-PARK FUND

NON DEPARTMENTAL

% OF YEAR COMPLETED: 16.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
<u>DEPARTMENTAL EXPENDITURES</u>						
<u>PERSONNEL SERVICES</u>						
063-4-00-4010-000 FULL-TIME SALARIES	0	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
<u>SUPPLIES</u>						
063-4-00-4120-303 OPERATING SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4120-412 OPERATING SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4211-303 LUBRICANTS & ADDITIVES	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4215-303 CHEMICALS & CHEMICAL P	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4220-204 SIGNS & SIGN MAINTENAN	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4230-303 SMALL TOOLS & MINOR EQ	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4235-204 MAINTENANCE MATERIALS	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4235-303 MAINTENANCE MATERIALS	0	0.00	0.00	0.00	0.00	0.00
TOTAL SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
<u>CONTRACTUAL SERVICES</u>						
063-4-00-4300-000 GENERAL CONTRACT/CONSU	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4300-037 GENERAL CONTRACT/CONSU	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4300-038 GENERAL CONTRACT/CONSU	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4300-204 GENERAL CONTRACT/CONSU	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4300-205 GENRAL CONTRACT/CONSUL	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4303-204 PLANNING SERVICES	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4307-204 SANITATION & RECYCLING	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4310-204 GENERAL SERVICE FEES	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4360-303 DUES & SUBSCRIPTIONS	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4390-204 ADVERTISING & LEGAL NO	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4500-204 UTILITIES	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4570-204 EQUIPMENT RENTAL	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4600-303 CONTRACTED REPAIR & MA	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4630-000 MISCELLANEOUS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
<u>CAPITAL</u>						
063-4-00-4705-403 OFFICE FURNITURE	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4710-000 FIELD EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4710-205 FIELD EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4710-401 FIELD EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4710-402 FIELD EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4725-204 HEAVY EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
063-4-00-4750-000 IMPROVEMENTS OTHER THA	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL	0	0.00	0.00	0.00	0.00	0.00
<u>TRANSFERS</u>						
063-4-00-4992-000 TRANSFERS TO OTHER FUN	65,000	65,000.00	65,000.00	65,000.00	0.00	100.00
TOTAL TRANSFERS	65,000	65,000.00	65,000.00	65,000.00	0.00	100.00
<u>TOTAL NON DEPARTMENTAL</u>						
TOTAL NON DEPARTMENTAL	65,000	65,000.00	65,000.00	65,000.00	0.00	100.00

CITY OF NORTH ST. PAUL
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2019

063-PARK FUND

NON DEPARTMENTAL

% OF YEAR COMPLETED: 16.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	PRIOR YEAR YTD ACTUAL	BUDGET BALANCE	% YTD BUDGET
TOTAL EXPENDITURES	81,670	65,020.00	65,020.00	65,913.90	16,650.00	79.61
	=====	=====	=====	=====	=====	=====
REVENUE OVER/(UNDER) EXPENDITURES	23,705 (	60,290.00) (	48,084.46) (	53,280.64)	71,789.46	202.85-