



City Council Conference Meeting

February 9, 2026 at 5:30 p.m.
7071 University Avenue NE

Agenda

1. Finance Update – 2025 Preliminary Year-End & Proposed 2027 Budget Calendar
2. Met Council L32A Lift Station Update
3. Commons Park Rental Fees and Guidelines

Accessibility Notice:

- If you need free interpretation or translation assistance, please contact City staff.
- Si necesita ayuda de interpretación o traducción gratis, comuníquese con el personal de la ciudad.
- Yog tias koj xav tau kev pab txhais lus los sis txhais ntaub ntawv dawb, ces thov tiv tauj rau Lub Nroog cove neeg ua hauj lwj.
- Haddii aad u baahan tahay tarjumaad bilaash ah ama kaalmo tarjumaad, fadlan la xiriir shaqaalaha Magaalada.

Upon request, accommodation will be provided to allow individuals with disabilities to participate in any City of Fridley services, programs or activities. Hearing impaired persons who need an interpreter or other persons who require auxiliary aids should contact CityClerk@FridleyMN.gov or (763) 572-3450.



AGENDA REPORT

Meeting Date: February 9, 2026
Meeting Type: City Council Conference
Submitted By: Joe Starks, Finance Director
Title: Finance Update – 2025 Preliminary Year-End & Proposed 2027 Budget Calendar

Background

A preliminary year-end financial update will be provided. This is unaudited and the numbers will change as the City works through the year-end process.

Additionally, the 2027 Budget development process will soon begin and the Proposed 2027 Budget calendar is included.

Recommendation

Attachments and Other Resources

1. December 2025 YTD Financial Update
2. December 2025 YTD Liquor Store Income Statement
3. December 2025 YTD Investment Summary
4. 2027 Budget Calendar

Vision Statement

We believe Fridley will be a safe, vibrant, friendly, and stable home for families and businesses.



For the fiscal period ending 12/31/2025
% of Year Remaining: 0%

Revenues	2025 Current Budget	2025 YTD Actual	2025 Balance	% Remaining	Note	2024 YTD Actual	25 vs. 24 YTD
General Fund - 101	\$ 25,018,800	\$ 23,621,158	\$ 1,397,642	6%		\$ 23,940,380	\$ (319,223)
Cable TV Fund - 225	\$ 260,000	\$ 151,639	\$ 108,361	42%	C/G	\$ 347,534	\$ (195,895)
Solid Waste Abatement - 237	\$ 587,500	\$ 508,450	\$ 79,050	13%	D/G	\$ 550,289	\$ (41,838)
Police Activity Fund - 260	\$ 226,000	\$ 209,041	\$ 16,959	8%	E/G	\$ 211,489	\$ (2,448)
SNC Fund - 270	\$ 810,500	\$ 877,664	\$ (67,164)	-8%	G	\$ 775,455	\$ 102,209
Water Utility Fund - 601	\$ 8,211,200	\$ 4,735,477	\$ 3,475,723	42%	D/G/H	\$ 5,447,043	\$ (711,566)
Sewer Utility Fund - 602	\$ 7,941,500	\$ 6,549,229	\$ 1,392,271	18%	D/G	\$ 9,268,778	\$ (2,719,549)
Storm Water Utility Fund - 603	\$ 3,940,400	\$ 1,879,550	\$ 2,060,850	52%	D/G/J	\$ 2,918,761	\$ (1,039,211)
Liquor Fund - 609	\$ 6,422,400	\$ 5,838,498	\$ 583,902	9%	G	\$ 6,121,788	\$ (283,289)
TOTAL REVENUES	\$ 53,418,300	\$ 44,370,706	\$ 9,047,594	17%		\$ 49,581,516	\$ (5,210,810)

Expenditures	2025 Current Budget	2025 YTD Actual	2025 Balance	% Remaining	Note	2024 YTD Actual	25 vs. 24 YTD
General Fund - 101	\$ 25,018,800	\$ 23,789,768	\$ 1,229,033	5%		\$ 23,051,241	\$ 738,527
Cable TV Fund - 225	\$ 442,900	\$ 331,348	\$ 111,552	25%		\$ 467,278	\$ (135,930)
Solid Waste Abatement - 237	\$ 575,200	\$ 581,903	\$ (6,703)	-1%		\$ 528,553	\$ 53,350
Police Activity Fund - 260	\$ 228,200	\$ 216,086	\$ 12,114	5%		\$ 203,490	\$ 12,596
SNC Fund - 270	\$ 794,100	\$ 790,147	\$ 3,953	0%		\$ 749,705	\$ 40,442
Water Utility Fund - 601	\$ 10,694,000	\$ 4,565,562	\$ 6,128,438	57%	H/I/K	\$ 3,532,691	\$ 1,032,871
Sewer Utility Fund - 602	\$ 9,071,800	\$ 8,373,469	\$ 698,331	8%	I/K	\$ 7,105,055	\$ 1,268,413
Storm Water Utility Fund - 603	\$ 4,629,600	\$ 3,309,912	\$ 1,319,688	29%	I/K	\$ 1,574,743	\$ 1,735,169
Liquor Fund - 609	\$ 6,496,000	\$ 6,061,469	\$ 434,531	7%	K	\$ 6,248,993	\$ (187,525)
TOTAL EXPENDITURES	\$ 57,950,600	\$ 48,019,663	\$ 9,930,937	17%		\$ 43,461,750	\$ 4,557,914

GENERAL FUND

GF Revenue Types	2025 Current Budget	2025 YTD Actual	2025 Balance	% Remaining	Note	2024 YTD Actual	25 vs. 24 YTD
Taxes	\$ 16,118,300	\$ 15,647,782	\$ 470,518	3%	A	\$ 14,786,583	\$ 861,200
Special Assessments	\$ 99,000	\$ 37,685	\$ 61,315	62%	B	\$ 74,639	\$ (36,954)
Licenses and Permits	\$ 1,177,600	\$ 1,168,030	\$ 9,570	1%	F	\$ 860,951	\$ 307,079
Intergovernmental	\$ 3,471,000	\$ 3,014,647	\$ 456,353	13%	F	\$ 3,281,953	\$ (267,306)
Charges for Services	\$ 3,069,900	\$ 2,903,577	\$ 166,323	5%		\$ 3,077,305	\$ (173,728)
Fines and Forfeitures	\$ 152,000	\$ 141,917	\$ 10,083	7%		\$ 150,309	\$ (8,392)
Miscellaneous	\$ 364,100	\$ 125,020	\$ 239,080	66%	G	\$ 866,304	\$ (741,285)
Other Financing Sources	\$ 566,900	\$ 582,500	\$ (15,600)	-3%		\$ 842,337	\$ (259,837)
TOTAL GF REVENUES	\$ 25,018,800	\$ 23,621,158	\$ 1,397,642	6%		\$ 23,940,380	\$ (319,223)

GF Dept. Expenditures	2025 Current Budget	2025 YTD Actual	2025 Balance	% Remaining	Note		2024 YTD Actual	25 vs. 24 YTD
Legislative	\$ 208,400	\$ 172,492	\$ 35,908	17%			\$ 183,137	\$ (10,644)
City Management	\$ 2,686,800	\$ 2,315,794	\$ 371,006	14%			\$ 2,475,936	\$ (160,142)
Finance	\$ 2,030,100	\$ 1,916,465	\$ 113,635	6%			\$ 2,043,169	\$ (126,703)
Public Safety	\$ 11,961,400	\$ 11,477,587	\$ 483,813	4%			\$ 11,038,660	\$ 438,926
Public Works	\$ 5,278,500	\$ 5,307,784	\$ (29,284)	-1%			\$ 4,743,794	\$ 563,990
Parks & Recreation	\$ 1,009,000	\$ 937,733	\$ 71,267	7%			\$ 899,249	\$ 38,484
Community Development	\$ 1,844,600	\$ 1,661,912	\$ 182,688	10%			\$ 1,667,296	\$ (5,384)
TOTAL GF EXPENDITURES	\$ 25,018,800	\$ 23,789,768	\$ 1,229,033	5%			\$ 23,051,241	\$ 738,527

Notes:

A - January 2026 short settlement still to be accrued back to 2025. 2025 will be under budget due to tax court settlements.

B - Awaiting year-end special assessment figures from Anoka County.

C - Awaiting 4th Qtr. cable franchise fee payment.

D - Additional utility billing revenue for quarterly bills in 2026 to be accrued back to 2025.

E - Awaiting additional reimbursement revenue.

F - Awaiting receipt of tree removal grant reimbursement request from the State.

G - Year-End investment income allocation process to be completed. (including unrealized gain)

H - Locke Park WTP GAC project to begin in 2026, no revenue/expense in 2025.

I - Interfund loan/debt service obligations budgeted for debt service coverage on fund's financial statements but payments appear on balance sheet.

J - Awaiting additional grant reimbursement revenue for Syvian Hills watershed grant.

K - Year-End capitalization process to be completed.

Liquor Store #1 - Fridley Market			
Category	2023	2024	2025
Sales	5,183,708	5,034,626	4,873,518
Cost of Sales	3,658,959	3,614,704	3,430,769
Gross Profit (\$)	1,524,749	1,419,923	1,442,749
Gross Profit (%)	29.41%	28.20%	29.60%
Operating Expenses	1,149,363	1,200,551	1,218,974
Income/Loss	375,386	219,372	223,775
Nonoperating Revenues	66,978	59,717	(11,624)
Nonoperating Expenses	42,370	35,777	50,690
Net Profit/Loss	399,993	243,312	161,461
Transfer	278,500	328,500	328,500

Liquor Store #2 - Hwy. 65			
Category	2023	2024	2025
Sales	1,046,511	1,024,834	976,604
Cost of Sales	784,605	780,389	722,006
Gross Profit (\$)	261,906	244,445	254,597
Gross Profit (%)	25.03%	23.85%	26.07%
Operating Expenses	200,986	201,744	195,896
Income/Loss	60,920	42,701	58,701
Nonoperating Revenues	19	-	-
Nonoperating Expenses	-	-	54,632
Net Profit/Loss	60,939	42,701	4,069
Transfer	60,000	60,000	60,000

Liquor Stores - Combined			
Category	2023	2024	2025
Sales	6,230,218	6,059,461	5,850,122
Cost of Sales	4,443,564	4,395,093	4,152,775
Gross Profit (\$)	1,786,655	1,664,368	1,697,347
Gross Profit (%)	28.68%	27.47%	29.01%
Operating Expenses	1,350,349	1,402,295	1,414,871
Income/Loss	436,306	262,073	282,476
Nonoperating Revenues	66,997	59,717	(11,624)
Nonoperating Expenses	42,370	35,777	105,323
Net Profit/Loss	460,932	286,013	165,530
Transfer	338,500	388,500	388,500

* Server/security cameras will be capitalized at year-end and depreciated over useful life



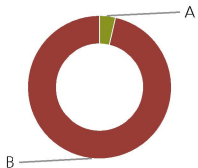
Executive Summary

as of December 31, 2025

Asset Allocation Review

	Value on 12/31/2025 (\$)	% of Portfolio
A Cash	2,289,832.11	3.62
Cash	2,289,832.11	3.62
B Fixed Income	60,939,386.28	96.38
US	60,939,386.28	96.38
C Equity	0.00	0.00
D Commodities	0.00	0.00
E Non-Traditional	0.00	0.00
F Other	0.00	0.00
Total Portfolio	\$63,229,218.39	100%

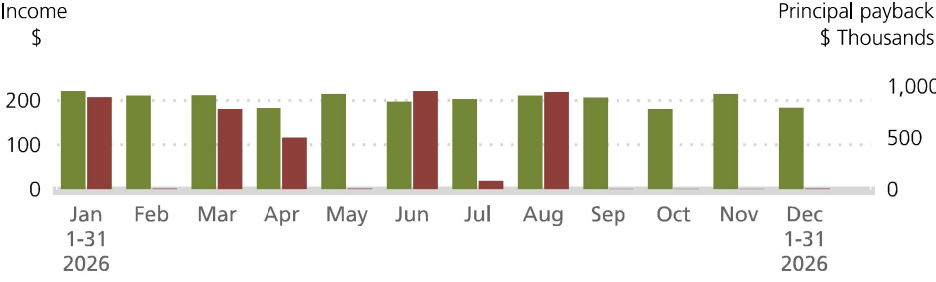
Balanced mutual funds and Insurance & Annuity products are allocated in the 'Other' category



Equity Sector Analysis

Portfolio does not contain applicable holdings - exhibit intentionally left blank.

Expected Cash Flow



Income Principal payback

Total taxable income: \$2,429,000.27

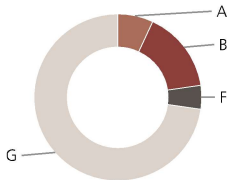
Total expected cash flow: \$2,429,000.27

Total principal payback: \$6,301,887.99

Cash flows displayed account for known events such as maturities and mandatory puts.

Credit Quality of Bond Holdings

Effective credit rating	Issues	Value on 12/31/2025 (\$)	% of port.
A Aaa/AAA/AAA	16	4,168,917.43	6.82
B Aa/AA/AA	20	9,655,959.61	15.82
C A/A/A	0	0.00	0.00
D Baa/BBB/BBB	0	0.00	0.00
E Non-investment grade	0	0.00	0.00
F Certificate of deposit	11	2,764,922.00	4.51
G Not rated	33	44,349,587.23	72.84
Total	80	\$60,939,386.28	100%



Accrued interest, if any, has been included in the total market value.



Bond Summary

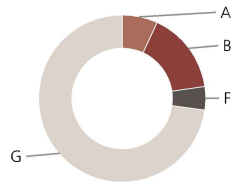
as of December 31, 2025

Bond Overview

Total quantity	61,590,000
Total market value	\$60,681,180.32
Total accrued interest	\$258,205.96
Total market value plus accrued interest	\$60,939,386.28
Total estimated annual bond interest	\$2,336,507.56
Average coupon	3.84%
Average current yield	3.85%
Average yield to maturity	3.73%
Average yield to worst	3.73%
Average modified duration	1.93
Average effective maturity	4.04

Credit Quality of Bond Holdings

Effective credit rating	Issues	Value on 12/31/2025 (\$)	% of port.
A Aaa/AAA/AAA	16	4,168,917.43	6.82
B Aa/AA/AA	20	9,655,959.61	15.82
C A/A/A	0	0.00	0.00
D Baa/BBB/BBB	0	0.00	0.00
E Non-investment grade	0	0.00	0.00
F Certificate of deposit	11	2,764,922.00	4.51
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Total	80	\$60,939,386.28	100%

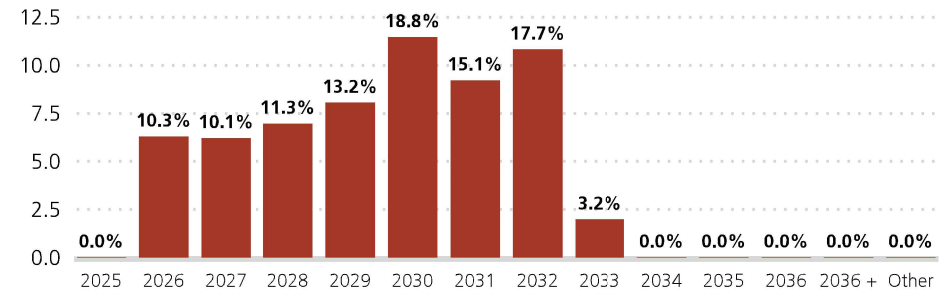


Investment Type Allocation

Investment type	Taxable (\$)	Tax-exempt / deferred (\$)	Total (\$)	% of bond port.
Asset/Mortgage	44,998,668.18	0.00	44,998,668.18	73.84
Certificates of deposit	2,764,922.00	0.00	2,764,922.00	4.54
Municipals	11,031,619.52	0.00	11,031,619.52	18.10
U.S. federal agencies	1,746,182.99	0.00	1,746,182.99	2.87
U.S. treasuries	397,993.59	0.00	397,993.59	0.65
Total	\$60,939,386.28	\$0.00	\$60,939,386.28	100%

Bond Maturity Schedule

\$ Millions



Effective maturity schedule

Cash, mutual funds and some preferred securities are not included.

Includes all fixed income securities in the selected portfolio. Average yields and durations exclude Structured Product, Pass-Through, Perpetual Preferred, and Foreign securities. Accrued interest, if any, has been included in the total market value.



Bond Holdings

as of December 31, 2025

RX XX177 • City • Business Service Account

Prepared for City of Fridley

Risk profile: Conservative

Return Objective: Current Income

Summary of Bond Holdings

Maturity Year	Issues	Quantity	Est. annual income (\$)	Current yield (%)	Yield to maturity (%)	Yield to worst (%)	Modified duration	Adjusted cost basis (\$)	Unrealized gain/loss (\$)	Mkt. value (\$)	% of bond portfolio maturing
2025	0	0			N/A	N/A	N/A				
2026	21	6,753,000	125,010.07	2.00%	3.54%	3.54%	0.42	5,792,903.01	459,205.56	6,285,005.44	10.30%
2027	17	6,272,000	158,474.05	2.57%	3.63%	3.63%	1.37	5,852,729.03	322,888.90	6,206,802.53	10.18%
2028	13	6,859,000	293,706.75	4.25%	3.72%	3.72%	2.37	6,758,566.7	155,113.21	6,957,479.84	11.39%
2029	8	8,065,000	334,882.50	4.18%	N/A	N/A	N/A	7,802,299.26	214,024.64	8,044,230.77	13.21%
2030	6	11,346,000	504,737.60	4.42%	N/A	N/A	N/A	11,431,607.57	-9,997.75	11,451,983.79	18.82%
2031	7	9,400,000	360,170.00	3.93%	4.27%	4.27%	5.35	9,033,019.4	140,060.60	9,206,682.50	15.12%
2032	7	10,895,000	467,061.17	4.34%	4.40%	4.40%	5.63	10,825,451.92	-62,432.41	10,813,755.27	17.74%
2033	1	2,000,000	92,465.42	4.70%	N/A	N/A	N/A	1,991,323.96	-25,583.28	1,973,446.13	3.24%
2034	0	0			N/A	N/A	N/A				
2035	0	0			N/A	N/A	N/A				
2036	0	0			N/A	N/A	N/A				
2037	0	0			N/A	N/A	N/A				
2038	0	0			N/A	N/A	N/A				
2039	0	0			N/A	N/A	N/A				
2040	0	0			N/A	N/A	N/A				
2041	0	0			N/A	N/A	N/A				
2042	0	0			N/A	N/A	N/A				
2043	0	0			N/A	N/A	N/A				
2044	0	0			N/A	N/A	N/A				
2045	0	0			N/A	N/A	N/A				
2046	0	0			N/A	N/A	N/A				
2047	0	0			N/A	N/A	N/A				
2048	0	0			N/A	N/A	N/A				
2049	0	0			N/A	N/A	N/A				
2050	0	0			N/A	N/A	N/A				
2050 +	0	0			N/A	N/A	N/A				
Other	0	0			N/A	N/A	N/A				
Total	80	61,590,000	\$2,336,507.56	3.85%	3.73%	3.73%	1.93	\$59,487,900.85	\$1,193,279.47	\$60,939,386.28	

Includes all fixed-rate securities in the selected portfolio. Average yields and durations exclude Structured Product, Pass-Through, Perpetual Preferred, and Foreign securities. Accrued interest, if any, has been included in the total market value.

Report created on: January 02, 2026

**2027 Budget Calendar
City of Fridley, Minnesota**

Date	Activity	Responsible Party	Forum or Meeting
March 2	Budget Kickoff Meeting 1	Finance Director	
March 2	Information Technology Project Request Form sent to Departments.	Finance Director/IT Manager	
March 31	Information Technology Project Request Forms due to the Finance Department.	Department Directors	
April 1	Capital Investment Program (CIP) Entry Opened for Department Contacts	Finance Director	
April 30	CIP Requests and Changes Entry Deadline in Plan It	Department Directors	
April 25	Annual Town Hall Meeting	Department Directors/City Manager	Town Hall
April 27	Local Board of Appeal and Equalization Meeting	Assessing Manager	Conference Meeting
April 27	"Outlook and Objectives" Review with City Council.	Finance Director	Conference Meeting
June 1	Budget Kickoff Meeting 2	Finance Director	
June 1	Proposed 2027 Budget Instructions, New Request Forms and Targets released to Departments	Finance Director	
June 8	Review 2025 Audit with City Council	Finance Director	City Council Meeting
June 30	New Budget Request Forms and changes due to Finance Department.	Department Directors	
July 13	Discuss Proposed 2027-2031 CIP with City Council.	Finance Director	Conference Meeting
Week of July 13	Department Meetings with the City Manager to review new budget requests and changes.	Department Directors/City Manager	
July 27	Discuss Proposed 2027-2031 CIP and 2027 Budget Discussion with City Council	Finance Director	Conference Meeting
July 30	Proposed 2026-2030 CIP submitted to Anoka County for review and comment.	Finance Director	
August 1	Minnesota Department of Revenue notifies City of State Aid amounts.	Finance Director	
August 10	Discuss Property Tax Levy Scenarios with the City Council.	Finance Director	Conference Meeting
August 24	Discuss Property Tax Levy Scenarios with the City Council.	Finance Director	Conference Meeting
September 3	HRA Board approves Preliminary/Final Housing and Redevelopment Authority (HRA) Property Tax Levy.	HRA	HRA Meeting
September 14	Adopt Proposed 2027 Property Tax Levy and Budget, and announce Public Meeting (Truth-in-Taxation) date.	City Council	City Council Meeting
September 14	Adopt Final HRA Property Tax Levy.	City Council	City Council Meeting
September 28	Discuss the Proposed 2027 Utility Rates and Fees (Water, Sewer, Storm Water and Recycling) with City Council.	Finance Director	Conference Meeting
September 30	Proposed Property Tax Levy submitted to Anoka County	Finance Director	
September 30	Final HRA Property Tax Levy submitted to Anoka County	Finance Director	
October 12	Discuss the Proposed 2027 Utility Rates and Fees (Water, Sewer, Storm Water and Recycling) with City Council.	Finance Director	Conference Meeting
October 16	All Final, Proposed 2027 Budget, including CIP, changes and revisions due to Finance Department.	Department Directors	
Week of Oct. 19	Department Meetings with the City Manager to review new budget requests and changes, if needed.	Department Directors	
October 26	Adopt the 2027 Utility Rates and Fees (Water, Sewer, Storm Water and Recycling).	Finance Director	City Council Meeting
November 5	Discuss Proposed 2026 HRA Budget	Finance Director	HRA Meeting
November 9	Discuss 2027 Budget, including CIP, with City Council (if needed).	Finance Director	Conference Meeting
November 10	Anoka County sends parcel-specific, estimated tax estimates to taxpayers, due to taxpayers by November 24.	Anoka County	
November 23	Discuss 2027 Budget, including CIP, with City Council (if needed).	Finance Director	Conference Meeting
December 3	Adopt 2027 HRA Budget	Finance Director	HRA Meeting
December 14	Hold Public Meeting (Truth-in-Taxation) on Proposed 2027 Budget and Property Tax Levy.	City Council	City Council Meeting
December 21	Adopt 2027 Budget, 2027-2031 CIP, 2027 Property Tax Levy.	City Council	City Council Meeting
December 28	Submit Final 2027 Property Tax Levy certified to Anoka County (and Form TNT).	Finance Director	

Please note that the Proposed 2027 Budget Calendar may change based on the direction of the City Council and/or City Manager.



AGENDA REPORT

Meeting Date: February 9, 2026
Meeting Type: City Council Conference
Submitted By: James Kosluchar, Public Works Director
Title: Met Council L32A Lift Station Update

Background

Staff will provide an update on the proposed Metropolitan Council L32A lift station.

Recommendation

This item is for information and discussion with no recommended action.

Attachments and Other Resources

Vision Statement

We believe Fridley will be a safe, vibrant, friendly, and stable home for families and businesses.



AGENDA REPORT

Meeting Date: February 9, 2026
Meeting Type: City Council Conference
Submitted By: Mike Maher, Parks and Recreation Director
Title: Commons Park Rental Fees and Guidelines

Background

Commons Park is scheduled to open in the summer of 2026. The improved park features a recreation building with rentable activity rooms and several open-air shelters that will be available to reserve by the public. The attached policy document is a proposed final draft with fees and use guidelines that was developed by staff and informed by the City of Fridley's other rental amenities within the park system. These guidelines were reviewed and endorsed by the Parks and Recreation Commission at their December 2025 meeting.

Recommendation

Staff recommends the Council provide input on the proposed Commons Park Rental Fees and Guidelines.

Attachments and Other Resources

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1. Commons Park Rental Fees and Guidelines FINAL DRAFT

Vision Statement

We believe Fridley will be a safe, vibrant, friendly, and stable home for families and businesses.



Commons Park

Rental Fees and Guidelines

2-4-2026 Draft





Commons Park Rental Fees and Guidelines

Fees and Guidelines

Commons Park Rental Fees and Guidelines

Rental Guidelines

1. Commons Park Recreation Building
2. Rentable Spaces at Commons Park
3. How to Reserve Rental Spaces at Commons Park
4. Rental Fees and Hours
5. Damage and Code of Conduct Deposit
6. Code of Conduct
7. Decorating Guidelines
8. Facility Setup and Cleanup
9. Catering Guidelines
10. Event Parking
11. Cancellation Policy
12. Rental FAQ

1. Commons Park Recreation Building

The Commons Park Recreation Building operational guidelines are as follows:

- a. The park building will be open to the public and staffed daily May 1 through October 31 except for New Year's Eve, New Year's Day, Easter Sunday, Juneteenth, July 4th, Thanksgiving Day, Christmas Eve, Christmas Day. Holiday availability may be subject to change.
- b. The park building will be open on Saturdays, Sundays and for programming or rentals November 1 to April 30.
- c. Priority use of the park building is for community programming planned and organized by the Parks and Recreation Department with non-programmed times being available at least three months in advance for community rentals.

2. Rentable Spaces at Commons Park

The following spaces require reservations for use at Fridley Commons Park:

- Commons Park Recreation Building Activity Rooms (3)
- Commons Park open-air shelters (2)
- Groups of 30 or more, arriving in a bus, vans or coordinated carpool, utilizing the park spaces such as playground and/or splash pad.
- Football field (See athletic facility policy)
- Baseball fields (see athletic facility policy)
- Other requests to fall under special event permitting process



Commons Park Rental Fees and Guidelines

Fees and Guidelines

3. How to Reserve Rental Spaces at Commons Park

Reservations for the Commons Park Recreation Building are available online through the City of Fridley's website at: <https://www.fridleymn.gov/Facility-Equipment-Rentals>

To begin with, click on 'Request a Rental, this will direct you to the reservation request system. Available dates will be shown along with applicable fees. You will need to log in to your account to finalize the reservation. If you have not already created an account, please do so. Assistance is available by calling the Fridley Parks and Recreation office at (763)572-3570.

4. Rental Fees and Hours

The Commons Park Recreation Building may be available for community rental use Monday-Thursday from 9 a.m. to 9 p.m. and Friday to Sunday, 9 a.m. to 5 p.m., except for the following holidays: New Year's Eve, New Year's Day, Easter Sunday, Juneteenth, July 4th, Thanksgiving Day, Christmas Eve, Christmas Day. Holiday availability may be subject to change. Rental times are available only when recreation programming is not scheduled.

Rental Type	Rental Hours pending availability	Resident* and Non-profit Rate	Non-Resident rate	Damage Deposit	Capacity
Combined 2 Activity Rooms	Monday-Thursday 9 am – 9 pm Friday-Sunday 9 am – 5 pm	\$80 per hour plus tax with two-hour minimum	\$130 per hour plus tax with two-hour minimum	\$200	48
Single Activity Room	Monday-Thursday 9 am – 9 pm Friday-Sunday 9 am – 5 pm	\$40 per hour plus tax with two-hour minimum	\$65 per hour plus tax with two-hour minimum	\$200	24
Open-air Shelter	Daily May-October	\$100	\$150	\$100	50
Large Group Bus Permit	Daily June-August	\$50 per bus	\$50 per bus	N/A	Limit 2 busses at any time

* Includes individuals and Fridley businesses



Commons Park Rental Fees and Guidelines

Fees and Guidelines

5. Damage and Code of Conduct Deposit

The Commons Park Recreation Building is a shared resource for Fridley residents and was constructed to provide a sense of community and civic pride. Attention to cleaning, maintenance and housekeeping will provide decades of enjoyment of this beautiful facility.

All renters will provide fully refundable damage and conduct deposit of \$200 per rental, which will be charged to a credit or debit card and issued as a refund after an inspection of the facility and review of the rental report has been completed.

Staff retain the right to not return the damage and conduct deposit, as well as to seek reimbursement for additional damages when cleaning has not been completed, the code of conduct has been violated, or damage has been incurred to the facility by the rental group. Rental parties will sign an agreement as part of the rental process, agreeing to the terms of the Damage and Conduct policy.

6. Code of Conduct

- No driving or vehicle use is permitted outside of the designated parking areas.
- Candles or other open flames, except for products designed to warm a chafing dish operated by a caterer licensed by Anoka County, are prohibited.
- Alcohol is prohibited at Commons Park and within the Commons Park Recreation Building
- Tobacco, vaping, and recreational cannabis are prohibited in Commons Park and the Commons Park Recreation Building
- Glitter, confetti, helium balloons and pinatas are prohibited.
- Push pins, tape, nails, putty or other fasteners or adhesives may not be used to hang or display items from walls, columns, ceilings or other structures.
- Rentals are limited to the time periods defined in the rental contract. Accessing or attempting to access the rental space outside of the times designated in the rental contract is prohibited. Failure to vacate the building by the time specified in the rental contract will result in loss of deposit.
- Amplified music is not permitted. An audio system is included in the facility rental with Bluetooth connectivity and may be played at a volume that does not disturb other park users.
- No animals, except for service animals, are permitted in the Commons Park Recreation Building.
- Failure to complete the post-event facility cleaning procedure will be considered a breach of the code of conduct.
- Admitting guests to a facility rental in excess of the listed capacity will result in loss of the damage and code of conduct deposit.



Commons Park Rental Fees and Guidelines

Fees and Guidelines

- Shared access to the kitchenette is included in the activity room rental agreement. Failure to properly secure or turn off appliances will result in loss of damage and code of conduct deposit.
- Photos, movies, presentations and other memorabilia displayed in the facility must be appropriate for a general audience and must be shown in compliance with copyright and licensing requirements.

7. Decorating Guidelines

Commons Park and the Commons Park Recreation Building were designed to provide a beautiful and festive space for gatherings. No items may be adhered to or affixed to the windows, doors, walls, columns or ceilings in any way, shape, or form. Acceptable activities include:

- Using provided tables to display photographs or memorabilia.
- The audio/visual system may be used to project photos or presentations.
- Freestanding decorations may be placed on the floor.
- Freestanding sandwich boards may be placed in designated locations to welcome guests or provide direction.
- Centerpieces or other table-top decorations are permitted.
- Candles and other open flames are prohibited

8. Facility Setup and Cleanup

Open-air Shelters

Open-air shelter reservations include access only to picnic tables and seating located in and directly adjacent to the park shelter. Additional seating and amenities located in the park are open and available to the public through shared use.

Recreation Building Activity Rooms

After each facility rental, the rental party is asked to complete the following as part of the facility use agreement:

- Wipe down or rinse any food service areas and amenities that were used including the kitchen counters, refrigerator, coffee maker, tables, microwave oven, and kitchen floor using the cleaning kit found in the kitchenette.
- Use the provided broom and dustpan to sweep up any noticeable food scraps, crumbs, or spills on the floor of the kitchen or activity rooms.
- Place all garbage, recycling, and organics into the provided containers.
- Wipe down all tables and chairs used for your event using the provided cleaning supplies found in your rental room.
- Remove **all** items brought into the facility. Do not leave any food, utensils, condiments, coffee sugar or creamer, water or beverages.



Commons Park Rental Fees and Guidelines

Fees and Guidelines

- Notify staff immediately of any damage, incidents, spills, injuries, or problems with the facility such as the AV system, plumbing, electrical outlets, or door locks.

9. Catering Guidelines

If you choose to have your event catered:

- **All alcoholic beverages are prohibited.**
- Caterers are only allowed to access the facility during your specified rental period.
- Caterers are responsible for linens, serving items and all tableware items.
- Food trucks for facility rentals, such as athletic tournaments, require the rental party to complete a special event permit application.
- Please ask your caterer to use washable plateware and silverware or to use compostable items during the catering of your event.
- Cotton candy makers are not allowed.

If you choose to self-cater your event, follow the listed guidelines:

- **All alcoholic beverages are prohibited.**
- Cotton candy makers are not allowed.
- The kitchenette is a shared amenity and may not be used in a manner that disrupts access or use by other rental groups. The space features a small refrigerator with freezer, a microwave, running water, electricity, and counter space.
- There is no stove or oven available for cooking. Fully cooked food should be brought on site using crock pots, electric roasting pans, or similar warming devices and must be served in your rental space.
- You are responsible for your own linens, serving items and all tableware items.
- Use of compostable or reuseable products is recommended and composting containers are available in the facility. Compostable plates, cups and silverware may be purchased as an add on to your rental agreement.

Low Waste Facility

The City of Fridley is committed to reducing landfilled waste at City-owned buildings. Diverting waste to recycling and organics recycling also saves the park system money on disposal fees. Contamination is difficult to remove from organics recycling, please only place approved items in the organics containers. Signs are posted in the facility to help you determine which waste container to use. To support this effort, we recommend not using single-use plastic items.

10. Event Parking

The Commons Park south parking lot serves as the primary parking area for the recreation building rental program. These spaces are non-reservable and are also used for general park



Commons Park Rental Fees and Guidelines

Fees and Guidelines

use. Rental groups may not restrict access to parking for any other park guests. Overflow parking for events and facility rentals is available in the north parking lot and utilizing on-street parking on 7th Street and 61st Avenue.

11. Cancellation Policy

- More than 30 days prior to rental date: 100% refund
- 14-30 days prior to rental date: 50% refund
- Less than 14 days prior to rental date: no refund
- No refunds are given due to weather conditions unless the park or facility is officially closed due to severe weather conditions.

12. Facility Rental FAQ

Will staff be available to help during my facility rental?

The Commons Park recreation building will be staffed during facility rentals. Staff will be responsible for customer service, multiple facility rentals, programming and light custodial duties and will provide limited support for your facility rental.

What “extras” are included in my facility rental?

Facility rental includes exclusive access to the activity room specified in your rental contract. Shared access to the kitchenette is included. The space has a refrigerator and freezer, coffee maker, microwave and basic supplies such as paper towels.

What is not included in my facility rental?

Rental of the Commons Park Recreation Building does not include exclusive access to any other park amenities such as the playground, exterior seating or splash pad. These are shared amenities and are non-reservable.

How do I get into the building?

When you arrive at the building the doors will be unlocked. The doors will remain unlocked for your guests to arrive during your reservation. When you leave the building, please check in with staff to let them know you are finished with your rental space.



Commons Park Rental Fees and Guidelines

Fees and Guidelines

What can I do with the Audio-Visual system?

Rental groups may use the audio-visual systems located in the activity rooms to play music or display onto the presentation monitor. A computer is not provided but a variety of inputs including USB-C and HDMI are available to connect to the system. Cell phones may be used to connect to the audio system to play music using a Bluetooth connection. Laminated instruction cards are located at the wall panel for the AV system.

Renters are responsible for providing a laptop computer for presentations or slideshows.

How many items can I plug in?

Typically, up to three crock pots or roasters may be plugged into outlets in each activity room. Each should be plugged into a dedicated outlet. Please do not use power strips to plug multiple food warming devices into a single outlet. Use of electric heaters, hot plates or other similar items is strictly prohibited.

Use of the Kitchenette

The kitchenette is a shared space for all rental groups and staff. Room rental does not provide exclusive access to the kitchenette for food warming or refrigerator use. A standard refrigerator/freezer is available, and use can be coordinated with staff if there is a need to keep an item such as an ice cream cake frozen. When possible, renters should use coolers as refrigerator space is limited. A coffee maker, microwave and sink are available for shared use.