

**OSSEO CITY COUNCIL
REGULAR MEETING MINUTES
March 27, 2017**

1. CALL TO ORDER

Alternate Acting Mayor Larry Stelmach called the regular meeting of the Osseo City Council to order at 7:00 p.m. on Monday, March 27, 2017.

2. ROLL CALL

Members present: Councilmembers Harold E. Johnson, Larry Stelmach, and Anne Zelenak.

Members absent: Councilmember Mark Schulz and Mayor Duane Poppe.

Staff present: City Administrator Riley Grams, City Planner Nancy Abts, and City Attorney Mary Tietjen.

Others present: John Richardson, Vanessa Merry, and Peg Craig.

3. PLEDGE OF ALLEGIANCE

Stelmach led the Pledge of Allegiance.

4. APPROVAL OF AGENDA [Additions - Deletions]

Stelmach asked for additions or deletions to the Agenda.

A motion was made by Johnson, seconded by Zelenak, to accept the Agenda as presented. The motion carried 3-0.

5. CONSENT AGENDA

- A. Receive EDA Minutes of March 13
- B. Approve Council Minutes of March 13
- C. Receive February American Legion Gambling Report
- D. Receive February Fire Relief Association Gambling Report
- E. Receive February Lions Club Gambling Report
- F. Receive February Fire Report
- G. Approve Travel Request for City Planner Nancy Abts to Attend the League of Minnesota Cities Conference, June 14-16
- H. Approve Osseo Lions Request for Sign Permit Fee Waiver
- I. Approve Osseo Lions Request for Community Center Use and Fee Waiver
- J. Approve Pioneer Professionals Networking Group Community Center Use
- K. Receive February Hockey Association Gambling Report
- L. Receive February Northwest Area Jaycees BINGO Report
- M. Receive Parks and Recreation Minutes of March 14

A motion was made by Zelenak, seconded by Johnson, to approve the Consent Agenda. The motion carried 3-0.

6. MATTERS FROM THE FLOOR – None.

7. SPECIAL BUSINESS

A. ACCEPT DONATION TO POLICE EQUIPMENT FUND (Resolution)

City Administrator Riley Grams indicated the Gerald Getchell Family has donated \$100 to the Police Equipment Fund. Staff recommends the Council accept the donation.

A motion was made by Johnson, seconded by Zelenak, to adopt Resolution No. 2017-26 accepting a donation from the Gerald Getchell Family in the amount of \$100 for the Police Equipment Fund. The motion carried 3-0.

B. ACCEPT DONATION TO BEAUTIFICATION FUND (Resolution)

Grams indicated Cheryl Froberg and Harold E. & Gayle Johnson (in memory of Jean Dodds, Harold T. Johnson, Neil Moen, and Chad Swanson) have donated \$125 and \$400, respectively, to be placed in the Beautification/Flower Fund. Staff recommends the Council accept the donations.

A motion was made by Zelenak, seconded by Johnson, to adopt Resolution No. 2017-27 accepting a donations from Cheryl Froberg and Harold E. and Gayle Johnson in the amounts of \$125 and \$400, respectively. The motion carried 3-0.

8. PUBLIC HEARINGS – None.

9. OLD BUSINESS – None.

10. NEW BUSINESS

A. APPROVE 2017 SUMMER YOUTH RECREATION PROGRAMS

City Planner Nancy Abts stated the Parks and Recreation Committee recommended the Council considering hiring Revolutionary Sports to provide summer youth recreation programs. She explained Revolutionary Sports provides all staffing and equipment for sports classes and camps. Its weeknight classes are popular with working families. These classes will make good use of Sipe Park during cooler evening hours. Daytime camps are offered as a substitute to daycare (for school-age children) or as half-day camps (for younger children). Public Safety officers are invited to participate in both the classes and camps.

Abts explained evening sports camps are proposed for Monday and Wednesday nights. Students will register for six-week sessions. The first session will be once a week from June 5 through July 12. The second session will be July 17 through August 23. Ages 2-3 will register for a 30-minute class (with parent/guardian participation). Ages 4-6 will register for a 45-minute class (with parent/guardian involvement). Ages 6-9 will register for a 45-minute class. A choice of baseball, tennis, and/or soccer is suggested for Session 1. Flag football, tennis, and/or soccer are possible for Session 2. Each class will be held if at least 6 students register. If many students register, additional staff will be considered to keep ratios low.

Abts reported multi-sport camps will be offered during three weeks in the summer. The first and last weeks of the summer and the week of July 4 are most popular for camps.

Full-day camps for ages 7+ will be offered June 12-15 and August 21-24. (These are the weeks before and after ISD 279's Kidstop school-age childcare program is provided.) A half-day camp for ages 4+ will be offered July 3-July 6. The program will run from 8 a.m. – noon.

John Richardson, Revolutionary Sports, introduced himself to the Council and noted he began working for the City of Minneapolis. He stated he was now overseeing over 500 programs and had 60 staff members. His niche was in providing communities with sports options through a turn-key program. He reviewed the multi-sports programs and camps he was proposing for the City of Osseo.

Johnson asked if the 2 year olds would be offered day classes. Mr. Richardson stated the children this young would be offered 30-minute evening classes.

Zelenak questioned if the recommended age range for daycamps should be 7-14 or if this could be altered to include 5-6 year olds. Mr. Richardson explained this could be altered if enough children in that age group were to sign up.

Stelmach inquired how long it would take to get a program like this off the ground. Mr. Richardson stated the City was starting at a great time of year and parents were looking for programs for their children. He explained he would get flyers to the local schools in order to promote the camps and programs. He discussed the success he has had in Plymouth.

Stelmach asked if Revolutionary Sports offered any camps or programs through the winter months. Mr. Richardson stated it was more difficult to find gym space in the winter months, but stated he would be willing to investigate this further.

Johnson reported the City had a pickle ball court that could be utilized this summer. He asked what the plan would be if the weather turned inclement. Mr. Richardson clarified plans for programs on rainy days.

Zelenak questioned what direction staff was seeking from the Council at this time. Grams explained staff was seeking approval of the concept plan. He explained the Council could authorize staff to prepare agreements with the vendors in order to speed this process along. City Attorney Mary Tietjen advised staff could work to gather all information and formalize agreements in order for the Council to review and approve in two weeks. The discussion moved to arts programs.

Abts indicated Merry Time Arts is able to provide Monday arts programs in Osseo. The classes have been scheduled to accommodate fitness classes and programs offered by Hennepin County Library. Library classes are on select Monday afternoons.

Abts stated a parent-child class, including a snack and story time, would be offered for young students. A maximum of ten young students can enroll in this class. A school-aged class (no parent/guardian required) will be open to up to 20 students. Participants can register for individual classes, or receive a discount for registering for the whole program. In most classes, students will make their own art. At the end of the summer, there will be a "joint" class where students work together on a mural. The mural will be large canvas frame mural that can be displayed in City Hall until next summer.

Vanessa Merry, Merry Time Arts, introduced herself to the Council and stated she has been an artist and teacher for the past 20 years. She understood art classes were in need for 2-6 year olds, along with school-aged students.

Zelenak asked for further information on the proposed art classes. Ms. Merry explained the younger children (2-5 year olds) would have a lower fee structure because parents would be required to stay and the school aged children would have longer classes for a higher price per class.

Zelenak questioned what type of mess the classes would create in the Community Center. Ms. Merry reported she would be bringing in all of the art supplies and table covers. She anticipated a spill could happen, but she would be responsible for the cleanup.

Johnson understood Osseo residents would receive a discounted rate for both programs. Abts stated this was correct and reported a limited number of subsidies would be offered to Osseo residents.

Stelmach inquired if the art projects would take more than one session to complete. Ms. Merry explained all art projects would take one session to complete, other than the mural.

A motion was made by Zelenak, seconded by Johnson, to approve the summer youth recreation programs as described and direct staff to prepare agreements for service with the contracted providers. The motion carried 3-0.

Johnson and Zelenak thanked City Planner Abts for all of her work on this project.

B. APPROVE 2017 MOVIES IN THE PARK SCHEDULE

Abts stated City staff organized the Music & Movies in the Park events for the first time in 2016. Surveys were collected from the audience last year. Based on feedback, the 2017 summer schedule includes weekly events and more movies. Crowd favorites, *The Teddy Bear Band* and *The Classic Big Band*, bookend the concert series.

Abts explained the schedule for 2017 includes more local performers and bands. Staff has created a standard performer agreement to simplify booking. In the past, each performer provided an agreement to the City.

The Committee recommendation includes hiring two "Movie Attendants." These people will manage setup, screening, and take down of the video equipment. No volunteers have been found who are willing to do this job. Public Services Director Rick Hass will hire the attendants, like he hires rink attendants. Volunteers will oversee the concerts. Local resident and Osseo Lions Club member Ed Columbus has agreed to be an emcee for the events. It was noted local nonprofit organizations will again be invited to sell concessions during the events. Staff requested the Council approve the proposed schedule and expenses for the Music & Movies in the Park series.

Johnson suggested the City pursue an Eagle Scout or other local scouts to assist with this summer program. Abts stated she would be happy to speak with local scouts about how they could help.

A motion was made by Johnson, seconded by Zelenak, to approve the proposed schedule and expenses not-to-exceed \$9,600. The motion carried 3-0.

C. DECLARE CITY VEHICLES AS SURPLUS (Resolution)

Grams commented the Public Services and Police Departments have vehicles that are no longer in use and should be declared as surplus and sold at auction. The following vehicles are no longer in use by the City:

1988 Ford F350 Bucket Truck
1989 Chevrolet 1500 Pickup Truck
2011 Ford Crown Victoria (Police squad #661)

Grams explained that all of these vehicles have been replaced with newer vehicles and are no longer needed by the City. Because they are considered publicly owned, the City Council must declare them as surplus and direct staff to bring them to auction for sale.

A motion was made by Johnson, seconded by Zelenak, to adopt Resolution No. 2017-28 declaring the listed City vehicles as surplus. The motion carried 3-0.

D. APPROVE ACCOUNTS PAYABLE

Grams reviewed the Accounts Payable with the Council.

A motion was made by Johnson, seconded by Zelenak, to approve the Accounts Payable as presented. The motion carried 3-0.

11. ADMINISTRATOR REPORT – None.

12. COUNCIL AND ATTORNEY REPORTS

Johnson invited all seniors to attend the Northwest Hennepin Human Services Council 2017 Senior Spring Forum which would be held on Wednesday, March 29, from 8:30 a.m. to 12:00 noon at the Brooklyn Park Community Activity Center.

Stelmach invited the public to attend the 12th Annual Osseo Fire Department Relief Association Easter Egg Hunt on Saturday, April 8, at 12:00 noon.

Stelmach encouraged all Osseo residents to attend the 54th Annual Osseo Lions Pancake Breakfast on Sunday, April 9, from 7:00 a.m. to 1:00 p.m. at the Osseo American Legion.

Stelmach stated the Osseo Clean Up Event would be held on Saturday, April 29, from 8:00 a.m. to 12:00 noon at the Public Works parking lot.

13. ADJOURNMENT

A motion was made by Zelenak, seconded by Johnson, to adjourn the City Council meeting at 7:47 p.m. The motion carried 3-0.

Respectfully submitted,

Heidi Guenther
TimeSaver Off Site Secretarial, Inc.