

**OSSEO PARKS & RECREATION COMMITTEE MINUTES
REGULAR MEETING
July 14, 2016**



1. CALL TO ORDER

The Osseo Parks & Recreation Committee meeting was called to order by Vice Chair Sloan Wallgren at 6:00 p.m., Thursday, July 14, 2016.

2. ROLL CALL

Present: Committee members Dee Bonn, Brittney Quant, Sloan Wallgren, and Alden Webster.

Absent: Kerstin Schulz, Larry Stelmach, and Anne Zelenak.

Others present: Ed Columbus, Bruce Neumann, Kenny Peloquin, City Planner Nancy Smebak Abts.

3. APPROVE AGENDA

A motion was made by Alden Webster, seconded by Brittney Quant, to approve the meeting's agenda as written. The motion passed 4-0.

4. APPROVE MINUTES

A motion was made by Dee Bonn, seconded by Brittney Quant, to approve the April 5, 2016 meeting minutes as written. The motion passed 4-0.

5. PUBLIC COMMENTS

Ed Columbus and Kenny Peloquin spoke on plans to construct a picnic shelter at Sipe Park. Funding and a contractor are in place to build the structure. The Committee unanimously agreed the plans for the shelter should be considered by the Planning Commission and City Council, with recommendations to add electric service if possible. Questions about utility service, lighting, and maintenance and possible reservations for private events at the shelter will need to be resolved.

Bruce Neumann spoke on behalf of the Osseo Lions upcoming 40th Annual Lions Roar festival and schedule and provided information on an ongoing raffle. Registration information is available online for the parade, tournaments, and a 5K and Fun Run. Raffle tickets are available at many local businesses and from Lions Club Members.

6. SPECIAL BUSINESS

The Committee welcomed a presentation from Officer Tony Mortinson of the Osseo Police Department, who provided an update on planned activities for the annual Night to Unite event on August 2. Community members are invited to organize their own block parties and register them with the City for a visit from the Osseo Police & Fire Departments and

administrative staff and elected officials. Officer Mortinson also spoke about plans for policing and a public safety outreach tent at Lions Roar. Child Identification Cards and child fingerprinting will be available at no charge for residents.

The Committee thanked the Osseo Lions for a \$3,000 donation to the Community Fund.

7. NEW BUSINESS

A. OSSEO HOMECOMING

Nancy Abts told the Committee that representatives from Osseo Senior High were working on an Osseo Homecoming celebration for October 8. The event will build on last year's Football Day in Osseo and will include all fall events. A pancake breakfast is proposed for the Community Center, and a parade is planned for Central Avenue.

Sloan noted that the Community Center can get congested during large events and asked if organizers had considered using the High School for the pancake breakfast.

A motion was made by Dee Bonn, seconded by Brittney Quant, to recommend City Council approve the event as proposed. The motion passed 4-0.

B. REQUEST TO USE PARKS

Jessica Pechacek has asked to use the Bandshell at Boerboom Park as a location for for-a-fee yoga classes in the summer months. The city's Bandshell policy does not address this kind of event. Nancy Abts noted that the applicant is looking to hold classes on a Wednesday or Thursday weeknight and will use her own sound equipment, which is an aspect of the proposal that has changed since it was submitted.

The committee discussed the proposal for non-exclusive use of the park for classes, and suggested that the city charge a modest fee for the use, similar to the costs that are charged for community center rentals. The committee unanimously agreed on this approach.

C. CREATING HEALTHIER COMMUNITIES PROJECT

Nancy Abts reported that Osseo has received funding from Hennepin County to work on healthy, active living initiatives. Much of this money comes from the State of Minnesota's State Health Improvement Program (SHIP) funds. The grant will support a variety of projects. A Bike Grant class will begin in late summer, the police department will receive funds for improving pedestrian and cyclist safety, language will be proposed for the city's comprehensive plan to support healthy living, and programs for healthy retail will be considered.

All activities will be overseen by a Steering Committee, and Nancy invited Parks and Recreation Committee members to contact her with their interest in serving. She also invited the Committee to assist with a Demonstration Project this fall, perhaps in conjunction with Lions Roar. The Committee agreed that it would be best to schedule a demonstration project alongside another event rather than making it a stand-alone activity. Brittney Quant and Dee Bonn agreed to serve on a subcommittee to discuss a Demonstration Project for 2016. Nancy will send an email to the entire committee to gauge other interest.

D. SPECIAL EVENT PERMIT RECOMMENDATION

The Parks and Recreation Committee has been asked to review many event proposals in the past year, with some events being scheduled—and then un-scheduled—at the last minute. Nancy Abts suggested it might be helpful to establish a more formal process for groups to apply to hold special events and for the Committee and City to review requests. Some cities codify the process, laying out event criteria and approval timelines in ordinance.

Dee asked how events were approved before the Parks & Rec Committee was formed. Nancy explained that the City Council approved events. Dee said there could be benefits to establishing a process that could streamline event approvals and allow Staff to issue event permits. Sloan said he agreed with a streamlined process but acknowledged that some larger events might still be reviewed by the Parks & Recreation Committee.

The committee discussed whether a permit fee would be appropriate. Dee said that many large events are approved directly by Council without a fee, and it wouldn't make sense to charge money for a smaller event to be approved. Nancy noted that the city likely would have to do some extra work for special events—involving police or public works staff, for example—and it might make sense to recoup some of that money from a permit fee.

Sloan asked what would happen if he wanted to close down a street today. Nancy said there was no single, established process. Alden pointed out that a permit process would allow the City a chance to explain its rules and expectations to event holders.

A motion was made by Alden Webster, seconded by Dee Bonn, to recommend City Council consider creating a Special Event Permit process. The motion passed 4-0.

8. OLD BUSINESS

A. COMMUNITY CENTER POLICY

Nancy Abts recapped previous discussion of the Community Center policy. She noted that some of the upgrades to security cameras and partitions would need to be part of the city's 2017 budget. She noted that it might make sense to decrease rental fees for regular monthly events, since there is less work involved. If the city takes over weekend rentals, the current exclusive caterers could become approved caterers who would serve alcohol at the Center. She suggested the City hold an open house when the new policy is approved.

Dee agreed that the ideas the Committee has discussed were good and an open house would be a good way to get feedback.

Nancy recounted a conversation with Administrative Assistant Karen Broden about the possibility of hiring part time Community Center staff to manage weekend rentals. This could be similar to the rink attendants the City hires in the winter to oversee outdoor skating. Dee agreed that it might be cheaper to hire someone to monitor the center than to install cameras.

Sloan asked how often there were issues with the Community Center that would justify installing Cameras. Nancy said that probably once a week there was some issue with how

the center was used—garbage left behind, carpet damage, etc—and that security cameras would let the city know which user group was responsible.

The Committee agreed to consider the Community Center policy again at their October meeting.

9. UPCOMING EVENTS

The Committee reviewed upcoming events, including:

- Osseo Farmers Market – Tuesdays through Sept. 27, 3-7 pm
- Raptor Center & ET July 26
- Night to Unite August 2
- Inside Out August 9
- The Wizard of Oz August 16
- The Barley Jacks August 23
- Lions Roar September 9 & 10
- Osseo Bike Grant Classes — Saturdays in August - October

10. STAFF & COMMITTEE MEMBER REPORTS

Nancy Abts thanked Dee Bonn and Ed Columbus for their ongoing help with the Movies and Music in the Park events. She will circulate a signup sheet for volunteering at future events via email. Alden Webster noted that there was a ball game going on at the same time as the last Tuesday night concert. Sloan suggested additional sandwich board signs to direct people to the concerts from 93rd or the ball fields or other large events.

Nancy reported that the summer kids recreation programs were going well, under the leadership of Megan Nelson and assistance of Kaylee Omland. Registration is full and there is now a waitlist. The program was recently featured on Channel 12's Community Corner.

Nancy also discussed changes to the Blue Bag Organics program offered by Randy's Sanitation. The program used to cost \$60 but is now free. It allows residents to put their food waste in special compostable bags alongside their regular trash. The organics will be separated from trash and composted at a commercial facility, and participants will get a coupon for a free bag of compost once a year. Osseo residents can call Randy's to sign up.

She also noted many people were playing Pokemon Go in downtown Osseo and enjoying the city's parks.

Sloan reported he had attended the Teddy Bear Band and the Classic Big Band. The weather was beautiful and there were good crowds at each event. Brittney Quant said she really enjoyed the Zingrays concert. Alden Webster asked Staff to follow up on donations to the Community Fund and to the parks. He also voiced his support for the Police Department in light of recent events.

11. ADJOURNMENT

A motion was made Alden Webster, seconded by Dee Bonn, to adjourn the meeting at 7:32 p.m. The motion carried 4-0.

Respectfully submitted,

Nancy Smebak Abts
City Planner