



**COMMITTEE MEETING**  
**6:00 p.m., December 4, 2018**

## **Parks and Recreation Committee**

- 1. Call To Order**
- 2. Roll Call**
- 3. Approve Agenda** (Unanimous additions required)
- 4. Approve Minutes** (Unanimous approval required)
  - A. Minutes of October 2, 2018
- 5. Public Comments**
- 6. Special Business**
  - A. Consider February “*Community Exchange for Change*” Event—Danielle Nolan-Eickholt
- 7. Budget Update**
- 8. Old Business**
- 9. New Business**
  - A. 2019 Music & Movies in the Park Recommendations
  - B. 2019 Youth Sports Programs Recommendations
  - C. 2019 Meeting Schedule
- 10. Upcoming Events**
  - A. Minidazzle – December 7
  - B. Lunch with Santa – December 8
  - C. Open House for Mayor and Councilmembers – December 10
  - D. Toys for Tots Drive – until December 18
  - E. Red Cross Blood Drive – December 26
  - F. Free Swap Event – February 9
  - G. Outdoor Rinks
- 11. Staff & Committee Member Reports**
  - A. Commission Members Needed
  - B. Night to Unite planning committee meets in January (Contact Officer Mortinson)
- 12. Adjourn**
  - o Next meeting date per Item 9C

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**COMMITTEE MEMBERS:** Councilmember Larry Stelmach\*, Councilmember Anne Zelenak\*, Dee Bonn, Brittney Quant\*, Kerstin Schulz, Sloan Wallgren\*, Alden Webster

*\*Term expires 12/31/2018*

**STAFF LIASON:** City Planner Nancy Abts

**OSSEO PARKS & RECREATION COMMITTEE MINUTES**  
**REGULAR MEETING**  
**April 2, 2018**

**4 A**

**1. CALL TO ORDER**

The Osseo Parks & Recreation Committee meeting was called to order by Chair Kerstin Schulz at 6:00 p.m., Tuesday, October 2, 2018.

**2. ROLL CALL**

Present: Committee members Dee Bonn, Kerstin Schulz, Larry Stelmach, Sloan Wallgren (arrived at 6:16 pm), Alden Webster, and Anne Zelenak.

Absent: Brittney Quant

Others present: Harold E. Johnson and City Planner Nancy Abts

**3. APPROVE AGENDA**

**A motion was made by Stelmach, seconded by Bonn, to approve the meeting's agenda. The motion passed 5-0.**

**4. APPROVE MINUTES**

**A motion was made by Bonn, seconded by Zelenak, to approve the April 2, 2018, meeting minutes as presented. The motion passed 5-0.**

**5. PUBLIC COMMENTS**

Kerstin advised the public that this is the time for public comments. Concerned citizen Harold E. Johnson addressed the Committee regarding the Streetscape Management Committee. He provided information on the history of the Central Avenue streetscape, as well as landscape management activities. He encouraged the Committee to consider establishing a volunteer program to assist with landscape maintenance. He noted that he had spent many hours preparing the park before Memorial Day this spring.

**6. SPECIAL BUSINESS**

There was no special business.

**7. BUDGET UPDATE**

Nancy updated the committee on transactions within the Youth Recreation account and the Music and Movies in the Park fund. The committee asked for a clearer representation of the balance / net of the accounts, and Nancy agreed to consult with the City Accountant and send follow-up information to the group.

The Committee also reviewed the preliminary recreation budget items for 2019.

8. OLD BUSINESS

A. SUMMER MUSIC AND MOVIES IN THE PARK REPORT AND RECOMMENDATIONS

Nancy presented information on the 2018 Music and Movies in the Park events. After the end of the series, city staff met with the volunteers to discuss their recommendations for the future. The Committee considered suggestions to incorporate Food Trucks into Tuesday night events and agreed this should be explored. They also discussed the possibility of adding ‘presentations’ from local organizations—for example, the World Tae Kwon Do studio—prior to the movies.

Dee, Kerstin, and Web agreed to serve on a subcommittee to plan for the 2019 series. The group prefers to meet after 4 pm.

B. SUMMER YOUTH SPORTS PROGRAMS REPORT AND RECOMMENDATIONS

Nancy provided a summary of enrollments in the 2018 youth sports programs. This year included 277 class registrations, which includes approximately 30 percent registering for more than one class. All told, there were just under 200 different kids participating in classes this year. Of those students, over one third are Osseo residents

She summarized results of a survey emailed to parents of summer participants. Comments were generally positive, with some suggestions for improvements and future programming. Most critical comments focused on the Ninja Warrior class, which suffered from lack of available playground equipment to use. It did not meet many parents’ expectations. Almost all respondents expressed interest in an online registration and payment option, something that would save considerable time for City staff.

The Committee discussed the program. There was interest in how an online registration option would work. Larry noted it would be important to consider who would “own” the data resulting from online registrations and suggested staff consider whether the City could provide this option in-house. Sloan remarked that it was unfortunate that programs filled up and people had to be turned away. He suggested that in the future Osseo residents have priority registration.

Larry agreed to be on a subcommittee to discuss the 2019 program.

9. NEW BUSINESS

A. STREETScape MAINTENANCE PLAN COMMITTEE & VOLUNTEER OPPORTUNITIES

Nancy informed the Committee that two Councilmembers would be meeting to help staff develop a plan for the Central Avenue Streetscape. She invited participation from the Parks and Recreation Committee as well.

Dee and Sloan agreed to serve on the committee, if needed.

B. DISCUSS OUTDOOR RINK USE

Nancy referred to the Committee's previous conversations about flooding both a hockey and pleasure rink for winter 2019. She noted the recommendation from staff would be to only flood the hockey rink and work with the rink attendants to "split the rink" to accommodate two user groups when pleasure skaters wanted to use the facilities.

The Committee expressed concern about the safety of splitting the rink and possible loose pucks affecting pleasure skaters. Members were not confident in the Rink Attendants' ability to police rink users' behavior. Given the number of young families in town, Sloan recommended providing two facilities.

To save money, the Committee suggested decreasing the size of the pleasure rink, if possible.

**A motion was made by Stelmach, seconded by Webster, to recommend the City flood two rinks during the winter of 2018-2019. The motion passed 6-0.**

#### C. 2019 STEP TO IT CHALLENGE PROGRAMMING

Nancy noted that a kick-off walk for the 2017 Step to It Challenge was well-received by the community. She presented a suggestion of providing additional community events during the May event to help bolster engagement and foster community connections. This could include a kick-off and/or wrap-up walk, a bicycle ride with the Osseo Police Department, or a program sampler with RevSports.

Larry liked that calendar included pre-calculated "steps". Dee suggested starting programming on Tuesday nights. Sloan suggested bringing local 'celebrities' in to participate in events, a la "Walk with a Doc" events hosted in other places.

#### 10. UPCOMING EVENTS

The Committee reviewed upcoming events, including the Lions Halloween Event, Minidazzle, holiday light hanging, and Small Business Saturday. The next Committee meeting will be December 4.

#### 11. STAFF & COMMITTEE MEMBER REPORTS

Web encouraged everyone to vote.

#### 12. ADJOURNMENT

**A motion was made Bonn, seconded by Zelenak, to adjourn the meeting at 7:01 p.m. The motion carried 6-0.**

Respectfully submitted,

Nancy S. Abts  
*City Planner*



## Osseo Parks & Recreation Committee Meeting Item

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<b>Agenda Item:</b>	Consider February “Community Exchange for Change” Event
<b>Meeting Date:</b>	December 4, 2018
<b>Prepared by:</b>	Nancy Abts, City Planner
<b>Attachments:</b>	Proposal Community Center Fee Waiver Request

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### **Policy Consideration:**

Consider making a recommendation regarding a fee waiver request for a new event at the Community Center

### **Background:**

Osseo resident Danielle Nolan-Eickholt approached city staff with an idea for a community event in February. The “Community Exchange for Change” would allow area residents of all ages to swap unused or unwanted clothing & accessories for free. In addition to being a fun opportunity to refresh your wardrobe at no cost, the event would help reduce waste & reliance on cheaply made clothing.

The City is asked to provide a fee waiver for the community center & help promote the event. Other sponsors will be asked to help provide food for volunteers & assistance with printing promotional materials.

### **Previous Action or Discussion:**

The Parks & Recreation Committee has not considered this event before. The City previously hosted a popular Hennepin County 'Fix It' Clinic in March 2018. A Community Center fee waiver was provided for the event.

### **Budget or Other Considerations:**

The value of the Community Center fee waiver would be \$120.

### **City Goals Met By This Action:**

- Provide a variety of activities for all citizens with continued and new City events and programs
- Increase communication with citizens and encourage citizen engagement
- Promote a healthy and high quality standard of living

### **Options:**

The Parks and Recreation Committee may choose to ***make the following recommendation*** to the City Council:

1. Approve the event fee waiver & sponsorship request;
2. Approve the event fee waiver & sponsorship request with noted changes/as amended;
3. Deny the event fee waiver & sponsorship request;
4. Table action on this item for more information.

### **Next Step:**

The item will be placed on a subsequent City Council meeting for consideration and approval.

## **Summary**

Danielle Nolan-Eickholt, on behalf of Community Exchange for Change, requests sponsorship from the City of Osseo, in the form of a waived Community Center rental fee of \$120 and promotional advertising through approved methods. Sponsorship will support the event *Community Exchange for Change*, a community clothing swap aimed at educating the public about waste reduction and the individual impact that “fast fashion” and “disposable” clothing purchases have on international demand for human trafficking and forced labor.

## **Event Information**

This event is scheduled to take place at the Osseo Community Center on Saturday, February 9, 2019.

## **Mission Statement**

Exchange for Change is a community movement to raise awareness of our shared ability to help each other, while positively impacting vulnerable communities both locally and globally through a clothing exchange. This is a volunteer-based, not-for-profit initiative to repurpose and upcycle new or gently-used items of clothing, accessories, shoes, and jewelry donated by community closets to other individuals in the community during a free shopping event. By giving something, you receive something tangible in return. This is a sustainable effort to help reduce waste and eliminate the demand for slave labor and human trafficking perpetuated by "fast fashion". By coming together as a community on a socially purposeful level and spreading awareness to these important causes, our neighborhoods and our world grow stronger and more connected - with a new-to-you outfit to thank.

## **Vision**

During the winter months in Minnesota, in-person interaction between community members is minimal. This event will bring community members from cities across the metro together, in-person to raise awareness and to tangibly reduce the waste associated with discarding of ill-fitting or otherwise unusable clothing.

## **History**

Jessie Szmanda began hosting clothing swaps in individuals' homes in 2016 as a part of both Stories Foundation and Noonday Collection information sessions, to raise awareness around the global issues of human trafficking and forced labor. Her information sessions also surrounded the terrible cycle of sending US clothing waste back to the countries where the products were first made under slave labor working conditions. Danielle Nolan-Eickholt first attended one of these clothing swaps in 2017, and hosted several more in her own home in 2017 and 2018. From these small, and increasingly larger, private clothing swaps, the idea was born to scale this model for a larger group setting and bring this information and engagement to the larger community.

In September 2018 a planning committee was assembled, including seven members (3 of which are Osseo homeowners). Through the dedication of this committee, a plan of action was formulated and many details of this event were finalized.

Informal analysis via neighbors, friends, family, and social media have produced resounding interest in this event, with many individuals from communities across the metro (and Wisconsin) eager to donate merchandise and inquire about attending.

## **Preliminary Event Logistics**

Community members will be asked to drop off their new or gently-used men's, women's, and children's clothing, shoes, accessories, and jewelry during designated drop off hours to the planning committee. Upon donating, individuals will receive a ticket to the event. These drop off dates (and all event details) will be communicated via social media, fliers distributed to businesses, word of mouth, and other methods). Planning Committee members will sort, label, and organize merchandise after each drop off, with storage of items at private homes. Donations will be weighed prior to and during the event to determine the amount of clothing being saved from landfills.

On the day of the event, all individuals whom donated prior will be able to present their ticket for admission and "shop" for free. Community members whom did not donate prior can either bring clothing donations day-of for admission, or bring food shelf items to the event for admission. The idea is that everyone will give something (donations in the form of clothing or food) to get something, to discourage those individuals whom might be shopping to then resell for financial gain. No one will be turned away for their inability to donate.

The advertised schedule will include an invitation to attend a short presentation during the event by Planning Committee member Jessie Szmanda. This presentation will include facts and statistics about "fast fashion", forced labor, human trafficking, and waste reduction. Attendees will not be required to be present at this information session.

After the event, we will have a pre-arranged homeless shelter partner come to pick up any leftover inventory and one of the committee members will drop off the food shelf donations to a local food shelf. Both of these partnered organizations will be confirmed in advance, with the partner aware of, and amenable to, incoming items.

### **Additional Sponsor Information**

Community Exchange for Change plans to find multiple local sponsors to support this event. We will be seeking a printing partner (for fliers, posters, signs), a food sponsor (for lunch for volunteers), and sponsors to either provide items or monetary donations toward the underlying infrastructure (including clothing racks, hangers, and jewelry displays). Sponsors will be sought both in Osseo and surrounding areas of the Twin Cities. It is our hope that community members from all over the metro area will attend, and be introduced to the forward-thinking, community activities taking place in our city. All sponsors will be acknowledged at the event.

### **Planning Committee Members**

Danielle Nolan-Eickholt (Osseo); Emily Kirkwold (Osseo); Julie Kragness (Osseo); Kirsten Lindberg (Champlin); Megan Mahn Miller (Minneapolis); Chelsea Nolan (Champlin); Jessie Szmanda (East Bethel).

### **About the Planning Committee Chair**

Danielle Nolan-Eickholt is a property owner in Osseo, with ties to surrounding communities, including a hometown of Champlin and current employment in Maple Grove. She has worked in a meeting planning capacity, most recently at Boston Scientific, for over 10 years and has a passion for creating successful events, community engagement, and helping others to become more educated about the global impact that individuals can have.

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## APPLICATION FOR USE & RENTAL OF THE OSSEO COMMUNITY CENTER

Information provided to the City of Osseo may be considered public data pursuant to data practices law and the City will comply with all applicable laws if the information is subject to a data request.

Applicant/Contact Person: Danielle Nolan-Eickholt

Street Address, City, State, Zip: 33 7th Avenue NE, Osseo, MN 55369

Phone# (Day and Evening) 763-300-9097

Organization/Business if different from Applicant: N/A

Mailing Address: 33 7th Avenue NE, Osseo, MN 55369

Room(s) Desired: Room A \_\_\_\_\_ Room B \_\_\_\_\_ Both X

Use: ☐ Weekday ☒ Weekend Date(s) of: February 9, 2019

Time of Use: From: 8 AM am/pm to: 4 PM am/pm

Total Number of Hours Community Center will be used (include set-up & take-down): Event will be 11-2, set up/ take down 3 hours prior / 2 hours post

Purpose of Meeting/Event: Community Clothing Swap

Number of Participants: 6 organizers, TBD volunteers, all invited community members

Fee charged or donations solicited from participants? X Yes \_\_\_\_\_ No \_\_\_\_\_ If so, how much:  
donations of clothing or food shelf item required for entry

Will food or refreshments be served? Yes \_\_\_\_\_ No X What type: \_\_\_\_\_

Will alcohol be served? Yes \_\_\_\_\_ No X What type: \_\_\_\_\_

Caterer's Name: N/A

Address: \_\_\_\_\_ Phone#: \_\_\_\_\_

**I HAVE READ AND AGREE TO THE CONDITIONS OF THE ATTACHED CONTRACT. I UNDERSTAND THAT THE CITY OF OSSEO MAY CANCEL ANY RESERVED MEETING OR EVENT.**

Date: October 19, 2018 Danielle Nolan-Eickholt  
Name of organization, group, individual or Approved Caterer  
Email: dmnolaneickholt@gmail.com Danielle Nolan-Eickholt  
Signature of applicant

\*\*\*\*\*

This application approved/rejected by: Date \_\_\_\_\_ By \_\_\_\_\_

Rental & event fees for event received on: Date \_\_\_\_\_ Amount \_\_\_\_\_ Check# \_\_\_\_\_

Damage and cleanup deposit received on: Date \_\_\_\_\_ Amount 250<sup>00</sup> Check# cc Receipt 5616  
(1/19/19 event)

Caterer's permit verification received on: Date \_\_\_\_\_ Amount \_\_\_\_\_

Deposit(s) returned to applicant on: Date \_\_\_\_\_ Amount \_\_\_\_\_ By \_\_\_\_\_

**Please return this application to Osseo City Hall, 415 Central Avenue, Osseo, MN 55369**

If approved, please call me at 763-300-9097 for payment information.

# CITY OF OSSEO COMMUNITY CENTER



APPLICATION FOR SPECIAL CONSIDERATION FOR (MARK ONE):

☒ Rental Fee Waiver      ☐ Weekly Use      ☐ Bi-Weekly Use

*Applications for fee waivers and regular weekly or bi-weekly meetings must be reviewed by the City Council. Fee waivers cover rental fees only; the applicant is still required to provide a rental deposit. The Council meets on the second & fourth Monday of each month; requests must be received by the Wednesday before a meeting to be considered. Submit questions and return your application **WITH A COVER LETTER** to Osseo City Hall, 415 Central Avenue, Osseo, MN 55369 or fax at 763-425-2624 or via email at [cityhall@ci.osseo.mn.us](mailto:cityhall@ci.osseo.mn.us).*

Name of Applicant:	Danielle Nolan-Eickholt (on behalf Community Exchange for Change)		
Address:	33 7th Avenue NE, Osseo, MN 55369		
Name of Contact Person: (if different than applicant)			
Contact Phone: (daytime)	763-300-9097	Email address:	dmnolaneickholt@gmail.com
Special Consideration Requested	<input checked="" type="checkbox"/> Rental Fee Waiver	<input type="checkbox"/> Weekly/Bi-Weekly Use/Event	
Description of event or purpose for which City facilities will be used:	Please see attached proposal.		
Desired date(s)/days of month	February 9, 2019		
Desired time(s)	7:30 AM - 4:00 PM		

## COMMUNITY BENEFITS

How many Osseo residents will benefit from your event? How will they benefit?	All Osseo residents will be invited and have to potential to benefit. Residents will have the opportunity to get rid of unwanted items, while preventing them from ending up as waste in a landfill by recycling the items for use by others.
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## NEED:

Why is it necessary to hold this event at a City facility?	This event is intended to be community-based and holding it at a public facility that is large, with adequate tables, ANA accessible, and safe is ideal. Osseo was chosen based on the residency of 3 of the Planning Committee members, as well as a passion for promoting Osseo as a gathering place for surrounding communities via this event.
<i>If request is for a Fee Waiver:</i>  Explain why paying the fee would be a hardship.	This event is not intended to be recreational nor profitable for the Planning Committee and individuals are already donating their time, skills, and personal resources toward the success of this event.
Are you willing to provide commensurate services in lieu of the rental fee? If so, what type?	Services will be provided via volunteer hours dedicated to the planning, organizing, and execution of this event.

**I declare under the penalties of perjury that this application for special consideration has been examined by me and to the best of my knowledge and belief is true, correct and complete.**

Signature:	
Date of application:	11/27/2018

## STAFF USE ONLY

Est. total value of waiver (\$):		City Council Review date:		Approved date:	
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## Osseo Parks & Recreation Committee Meeting Item

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<b>Agenda Item:</b>	Budget Update
<b>Meeting Date:</b>	December 4, 2018
<b>Prepared by:</b>	Nancy Abts, City Planner
<b>Attachments:</b>	2019 Preliminary Recreation Budgets (includes 2018 Year-to-Date expenditures) Music & Movies in the Park funds balance

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**Budget or Other Considerations:**

Music and Movies in the Park received additional, unexpected donations of \$2,500 from the Osseo Lions and \$500 from the Northwest Area Jaycees this year. Despite covering some costs for a movie attendant this summer, there is a remaining balance of approximately \$1,100 in the fund.

Youth Recreation revenues include registration costs for all participants. This sheet also shows refunds for cancelled classes. Expenses in this fund include some costs for the movie attendant, rental of a port-a-potty for the Osseo Education School site, and payments to RevSports for providing the classes. Costs of credit card transactions and program promotion are also included on the expenditures sheet. Revenues from the program are not shown on this sheet, but are accounted for in other places in the budget.

For 2019, the proposed Youth Recreation expenses of \$13,000 and revenues of \$10,000 would allow the City to offer 2 sessions (e.g., early summer & late summer) of 4 sports each, and 3 age groups a class. The maximum enrollment for class is calculated as 12. If all class sessions were at maximum enrollment, the program costs would be \$11,520. With other associated costs (including average amounts of a subsidy for Osseo residents), the program would fall within the \$13,000 budgeted.

**City Goals Met By This Action:**

- Provide a variety of activities for all citizens with continued and new City events and programs
- Ensure City's continued financial stability

**Recommendation/Action Requested:**

Staff recommends the Parks and Recreation Committee review the budget update.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	City of Osseo														
2	General Fund Expenditures Budget Worksheet														
3	For the Year 2019														
4															Note: Accounts indicating an "A" are allocatable to enterprise funds
5				2015	2016	2017	2018				2019 PROPOSED				
6		ACCOUNT	DESCRIPTION	Actual	Actual	Actual	Budgeted	11/27/2018	% of Budget	Remaining	Amount		Notes		
110		SENIOR RECREATION													
111		101-42302-106	PART TIME WAGES-SENIOR PROGRAM	\$ 7,335	\$ 8,346	\$ 7,588	\$ 6,800	\$ 5,677	83.49%	\$ 1,123	\$ 6,800	COORDINATOR			
112		101-42302-124	PERA CONTRIBUTION-SENIOR PROGRAM	\$ 553	\$ 674	\$ 537	\$ 510	\$ 383	75.19%	\$ 127	\$ 510	7.50%			
113		101-42302-125	EMPLOYER FICA CONTRIBUTION	\$ 616	\$ 637	\$ 581	\$ 520	\$ 433	83.33%	\$ 87	\$ 520	7.65%			
114		101-42302-139	WORK COMP INSURANCE	\$ 120	\$ 294	\$ 79	\$ 112	\$ 125	111.61%	\$ (13)	\$ 112	5.6% INCREASE OF YTD PREMIUM WITH 2019 PROPOSED WAGES			
115		101-42302-312	SENIOR PROGRAMMING	\$ 280	\$ 409	\$ 367	\$ 500	\$ 209	41.77%	\$ 291	\$ 500	TABLE GAMING			
116			TOTAL	\$ 8,904	\$ 10,360	\$ 9,152	\$ 8,442	\$ 6,828	80.88%	\$ 1,614	\$ 8,442	0.00%			
117															
118		ADULT RECREATION													
119		101-42300-106	PART TIME WAGES-ADULT PROGRAM	\$ 2,055	\$ 2,484	\$ 2,359	\$ 3,000	\$ 2,008	66.93%	\$ 992	\$ 2,400	COORDINATOR FOR PROGRAMMING AND STEP TO IT			
120		101-42300-125	EMPLOYER FICA CONTRIBUTION	\$ 229	\$ 123	\$ 180	\$ 230	\$ 172	74.71%	\$ 58	\$ 184	7.65%			
121		101-42300-139	WORK COMP INSURANCE	\$ -	\$ -	\$ 79	\$ 49	\$ 55	112.24%	\$ (6)	\$ 50	5.6% INCREASE OF YTD PREMIUM WITH 2019 PROPOSED WAGES			
122		101-42300-312	ADULT PROGRAMMING	\$ 8,061	\$ 7,523	\$ 7,458	\$ 8,000	\$ 5,766	72.08%	\$ 2,234	\$ 7,500	YOGA, JAZZERCISE			
123			TOTAL	\$ 10,345	\$ 10,130	\$ 10,076	\$ 11,279	\$ 8,001	70.93%	\$ 3,278	\$ 10,133	-10.16%			
124															
125		YOUTH RECREATION													
126		101-42301-211	YOUTH PROGRAMMING	\$ -	\$ 2,802	\$ 6,393	\$ 8,000	\$ 13,366	167.08%	\$ (5,366)	\$ 13,000	ENTIRE PROGRAM BUDGET/PARK&REC MINUTES/MOVIE ATTENDANT(see revenue code)			
127		101-42301-211	MAPLE GROVE CC MEMBERSHIPS	\$ 1,257	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	CITY SUPPLEMENTS PORTION (SEE REVENUE CODE)			
128			TOTAL	\$ 1,257	\$ 2,802	\$ 6,393	\$ 8,000	\$ 13,366	167.08%	\$ (5,366)	\$ 13,000	62.50%			

General Ledger  
Audit Detail Brief

Audit 2018 JANUARY to 2018 GASB Period

## Fund 253 MUSIC/MOVIES IN THE PARK

GL Act G 253-10100 CASH				Begin	Debit	Credit	Balance
				-\$81.69	\$10,498.60	\$9,393.38	\$1,023.53
Account is Active							
Per	Transaction	Batch Name		Tran Dr	Tran Cr	Comment	
2018-01	PayAP	01-10-18 AP	G 253-20200 ACCOUNTS PAY	\$0.00	\$17.39	MRAC GRANT FUNDING MEETING	
2018-01	Rec	1/23/18FUND	R 253-31600 CONTRIBUTION	\$500.00	\$0.00	2018 MUSIC/MOVIES DONATION	
2018-01	Rec	1/31/18FUND	R 253-31600 CONTRIBUTION	\$2,000.00	\$0.00	2018 MUSIC/MOVIES DONATION	
2018-02	Rec	2/23/18FUND	R 253-31600 CONTRIBUTION	\$3,000.00	\$0.00	2018 MUSIC/MOVIES DONATION	
2018-03	Pay	3/12/18	E 253-42400-211 OPERATION	\$0.00	\$118.01	SPRING 2018 NEWSLETTER	
2018-04	Pay	4/9/18	E 253-42400-211 OPERATION	\$0.00	\$22.00	DONATION ENVELOPES	
2018-04	Pay	4/9/18	E 253-42400-211 OPERATION	\$0.00	\$50.00	MUSIC/MOVIES AD	
2018-05	Pay	5/14/18	E 253-42400-211 OPERATION	\$0.00	\$150.00	2018 RACK CARDS	
2018-05	Rec	5/23/18FUND	R 253-31600 CONTRIBUTION	\$500.00	\$0.00	2018 MUSIC/MOVIES IN THE PARK	
2018-05	Pay	5/29/18	E 253-42400-211 OPERATION	\$0.00	\$142.50	7/10/18 PARK EVENT DEPOSIT	
2018-05	Pay	5/29/18	E 253-42400-211 OPERATION	\$0.00	\$100.00	7/17/18 PARK EVENT DEPOSIT	
2018-05	Pay	5/29/18	E 253-42400-211 OPERATION	\$0.00	\$100.00	7/17/18 PARK EVENT DEPOSIT	
2018-05	Pay	5/29/18	E 253-42400-211 OPERATION	\$0.00	\$175.00	6/26/18 PARK EVENT	
2018-05	Pay	5/29/18	E 253-42400-211 OPERATION	\$0.00	\$1,425.00	6/12/18 PARK EVENT	
2018-06	Pay	6/11/18	E 253-42400-211 OPERATION	\$0.00	\$500.00	6/19/18 PARK EVENT	
2018-06	Pay	6/11/18	E 253-42400-211 OPERATION	\$0.00	\$237.58	2018 SUMMER NEWSLETTER	
2018-06	Pay	6/11/18	E 253-42400-211 OPERATION	\$0.00	\$378.00	6/12/18 PARK EVENT: THE LION KIN	
2018-06	PayrJE	6/20/18PR	G 253-10100 CASH	\$0.00	\$75.36	6/20/18 PAYROLL	
2018-06	Pay	6/25/18	E 253-42400-211 OPERATION	\$0.00	\$350.00	8/28/18 SPIDERMAN HOMECOMING	
2018-06	Pay	6/25/18	E 253-42400-211 OPERATION	\$0.00	\$0.00	7/24/18 WALL-E	
2018-06	Pay	6/25/18	E 253-42400-211 OPERATION	\$0.00	\$435.00	7/10/18 PETER RABBIT	
2018-06	Pay	6/25/18	E 253-42400-211 OPERATION	\$0.00	\$435.00	8/14/18 WONDER	
2018-06	Pay	6/25/18	E 253-42400-211 OPERATION	\$0.00	\$140.00	ESTIMATED FREIGHT	
2018-06	Pay	6/25/18	E 253-42400-211 OPERATION	\$0.00	\$395.00	6/26/18 JUMANJI WELCOME TO THE	
2018-06	Pay	6/25/18	E 253-42400-211 OPERATION	\$0.00	\$285.00	7/10/18 PARK EVENT	
2018-06	Pay	6/25/18	E 253-42400-211 OPERATION	\$142.50	\$0.00	DEPOSIT CK38599	
2018-06	JE	6/20PR	G 253-10100 CASH	\$75.36	\$0.00	MOVE TO YOUTH REC	
2018-07	Rec	7/2/18FUND	R 253-31600 CONTRIBUTION	\$500.00	\$0.00	2018 PARK EVENTS	
2018-07	PayrJE	7/3/18PR	G 253-10100 CASH	\$0.00	\$80.74	7/3/18 PAYROLL	
2018-07	Rec	7/9/18FUND	R 253-31600 CONTRIBUTION	\$2,500.00	\$0.00	MUSIC/MOVIES IN THE PARK	
2018-07	Pay	7/9/18	E 253-42400-211 OPERATION	\$0.00	\$1,600.00	7/17/18 PARK EVENT	
2018-07	Pay	7/9/18	E 253-42400-211 OPERATION	\$200.00	\$0.00	5/29/18 DEPOSIT	
2018-07	Pay	7/9/18	E 253-42400-211 OPERATION	\$0.00	\$604.00	7/31/18 PARK EVENT - DANIELLE DA	
2018-07	JE	7/3pr	G 253-10100 CASH	\$80.74	\$0.00	MOVE TO YOUTH REC	
2018-08	Pay	8/13/18	E 253-42400-211 OPERATION	\$0.00	\$500.00	8/21/18 PARK EVENT	
2018-08	PayrJE	8/29/18PR	G 253-10100 CASH	\$0.00	\$21.53	8/29/18 PAYROLL	
2018-09	Pay	9/10/18	E 253-42400-211 OPERATION	\$0.00	\$56.27	FALL NEWSLETTER	
2018-10	Rec	10/1/18FUND	R 253-31600 CONTRIBUTION	\$1,000.00	\$0.00	2018 MINIDAZZLE CONTRIBUTION	
2018-10	JE	10/1DEPOSIT	G 253-10100 CASH	\$0.00	\$1,000.00	OFDRA - 2018 MINIDAZZLE	
Total GL Act G 253-10100 CASH				\$10,498.60	\$9,393.38	In Balance	
Fund 253				\$10,498.60	\$9,393.38		
Grand Total				\$10,498.60	\$9,393.38		





## City of Osseo Parks & Recreation Committee Meeting Item

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**Agenda Item:** Music and Movies in the Park Report & Recommendations

**Meeting Date:** December 4, 2018

**Prepared by:** Nancy Abts, City Planner

**Attachments:** Preliminary 2019 Schedule

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**Policy Consideration:**

The Parks and Recreation Committee should review preliminary information for the 2019 Music & Movies in the Park events.

**Background:**

A subcommittee including Committee Members Dee Bonn & Alden Webster met on October 25 to discuss preliminary scheduling for 2019 Music & presentations in the Park events. Member Kerstin Schultz was unable to attend the meeting. The group identified several suggested dates for 2019 performances, and these dates are on a tentative "hold" with the performers.

The subcommittee suggested possibly coordinating an event with Union Speed and Style in June. The business owners are tentatively interested in working with the City on something like this, and preferred the date of June 25.

The group also discussed waiting until the Farmers Market opens to start hosting a Food Truck at the event, with the exception of trucks at the Union Speed and Style event in June.

**Budget or Other Considerations:**

There are restrictions on when Disney, Pixar, and Marvel films can be screened. The dates for these restrictions are not known yet. The 2018 availability was announced in December 2017, so hopefully the 2019 dates will be published soon.

The preliminary budget also includes estimated costs and revenues from donations. With an approximate cost of \$400 for each movie, the total fee for planned programming is just under \$8,000. However, that figure does not include the costs of two TBD performances, or for any staffing support for the Movies in the Park. Projected donations could provide approximately \$8,500, although this figure includes \$2,000 above what donors provided in 2018. Due to larger-than-expected donations in 2018, the fund currently has approximately a \$1,000 balance.

**City Goals Met By This Action:**

- Provide a variety of activities for all citizens with continued and new City events and programs
- Adapt to changing demographics of the community

**Recommendation/Action Requested:**

1. Review the preliminary 2019 program information and suggest any needed changes.

Music & Movies in the Park: 2019 Preliminary Scheduling & Budget

Tuesdays	Sunset	Performance	Movie	Food Truck	Other	Performance Cost	Scheduling Notes
4-Jun	8:56 PM						ISD 279 Last Day 6/6
11-Jun	8:59 PM	Teddy Bear Band (tent. confirmed)				\$ 1,425	Parnassus Last Day 6/12
18-Jun	9:04 PM	Snake Discovery	TBD			\$ 200	
25-Jun	9:05 PM	Music TBD USS Event?		2?			Coordinate "car" theme & car show with Union Speed & Style?
2-Jul	9:04 PM						
9-Jul	9:00 PM	Classic Big Band (tent. confirmed)		1		\$ 1,700	Tentative pricing Food trucks start w/Farmers
16-Jul	8:58 PM	Zoomobile (tent. confirmed)	TBD	1		\$ 325	
23-Jul	8:52 PM	Music TBD		1			
30-Jul	8:44 PM	(Raptor Center, if \$\$)	TBD	1			Approx. \$400, with eagle
6-Aug	8:33 PM	Zingrays? Led Penny? NIGHT TO UNITE					
13-Aug	8:22 PM		TBD	1			
20-Aug	8:11 PM	Capri Big Band (tent. confirmed)		1		\$ 600	
27-Aug	7:59 PM			1			Parnassus Classes Start 8/28
3-Sep	7:46 PM						ISD 279 Classes Start 9/3

Other Costs

Music Licensing Fees	\$ 1,080
Approx. Cost for 5 Movies (est. \$400 each)	\$ 2,000
Promotional Materials Rack cards, newsletter articles, etc.	\$ 625
Movie Staffing Staff (Movie attendant) OR work with Lions?	TBD

2019 Programming Total (est.)	\$ 7,955
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Funding: Projected Donation Requests

Lions	\$ 3,000
Fire Department Relief Association	\$ 2,000
NW Area Jaycees	\$ 1,000
Osseo Maple-Grove Legion (+\$500 from 2018 donation)	\$ 1,000
OMGHA (no 2018 donation)	\$ 1,500

Projected 2019 Donation Total	\$ 8,500
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Projected 2019 Balance	\$ 545	Still need 2 musical acts. + confirm movies & staffing
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## Osseo Parks & Recreation Committee Meeting Item

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**Agenda Item:** 2019 Youth Sports Programs Recommendations

**Meeting Date:** December 4, 2018

**Prepared by:** Nancy Abts, City Planner

**Attachments:** 2017 & 2018 Program Summary

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**Policy Consideration:**

The Parks & Recreation Committee should provide comments on 2019 youth sports programs.

**Background:**

For the past two years, the City of Osseo has worked with Revolutionary Sports to provide recreational programming in Osseo. The City and RevSports work together to propose a schedule. For the past two years, the City has taken registrations in-house and forwarded information to RevSports before programs start. RevSports handles all staffing and logistics.

Councilmember Stelmach and I will be meeting with John Richardson of Revolutionary Sports on Monday, December 3 to discuss possibilities for the 2019 season. Preliminary, John has suggested returning to 2 nights a week of programming, a suggestion that is supported by results of a parent survey. The Ninja Warrior Obstacle Course class will likely not be offered again, although adding Tennis back to the schedule may be a possibility. (A summary of the 2017 & 2018 schedules is attached.)

More information on 2019 proposals will be provided at the Committee Meeting.

**Previous Action or Discussion:**

The Parks and Recreation Committee reviewed preliminary feedback on the 2018 season at their October 2 meeting.

**Budget or Other Considerations:**

The proposed 2019 budget shows expenditures of \$13,000 and revenue of \$10,000 for Youth Recreation Fees. (Net for the 2019 budget: \$3,000). This compares to 2018 expenditures of \$10,021 and \$7,988 of revenues for the programs. (Net for 2018 year-to-date expenses: \$2,033.)

**City Goals Met By This Action:**

- Provide a variety of activities for all citizens with continued and new City events and programs
- Promote a healthy and high quality standard of living
- Continue to give Staff the necessary tools to do their jobs effectively and efficiently

**Next Step:**

A refined 2019 proposal will be reviewed by the Parks & Recreation Committee in early 2019 before it is forwarded to the City Council for consideration and approval.

2017 & 2018 Youth Recreation Summary

MONDAYS

2017	Summer 1	5:30-6:00	Soccer TotStars (ages 2-3, parent child)	Tennis KinderStars (ages 4-6, parent child)		
		6:00-6:45	Soccer KinderStars (ages 4-6, parent involved)	Tennis MightyStars (ages 6-9)		
		6:45-7:30	Soccer MightyStars (ages 6-9)	Tennis SkillStars (ages 8-12)		
	Summer 2	5:30-6:00	<b>Soccer TotStars*</b> (ages 2-3, parent child)	Flag Football KinderStars (ages 4-6, parent child)		
		6:00-6:45	<b>Soccer KinderStars*</b> (ages 4-6, parent involved)	Flag Football MightyStars (ages 6-9)		
		6:45-7:30	Soccer MightyStars (ages 6-9)	Flag Football SkillStars (ages 8-12)		
2018	Summer 1	5:30-6:00	Soccer TotStars (ages 2-3, parent-child)	TotStars T-Ball (ages 2-3, parent-child)	Lacrosse PreStars (ages 3-5, parent-child)	---
		6:00-6:45	<b>Soccer PreStars*</b> (ages 3-5, parent-child)	<b>PreStars T-Ball*</b> (ages 3-5, parent-child)	Lacrosse MiniStars (ages 5-8)	<b>Ninja Warrior PreStars*</b> (ages 3-5, parent-child)
		6:45-7:30	Soccer MiniStars (ages 5-8)	<b>KinderStars Coach Pitch*</b> (ages 4-6)	Lacrosse SkillStars (ages 8-12)	<b>Ninja Warrior MiniStars*</b> (ages 5-8)
	Summer 2	5:30-6:00	Soccer TotStars (ages 2-3, parent-child)	TotStars T-Ball (ages 2-3, parent-child)	Flag Football PreStars (ages 3-5, parent-child)	---
		6:00-6:45	Soccer PreStars (ages 3-5, parent-child)	<b>PreStars T-Ball*</b> (ages 3-5, parent-child)	<b>Flag Football MiniStars*</b> (ages 5-8)	<b>Ninja Warrior PreStars*</b> (ages 3-5, parent-child)
		6:45-7:30	Soccer MiniStars (ages 5-8)	KinderStars Coach Pitch (ages 4-6)	Flag Football SkillStars (ages 8-12)	Ninja Warrior MiniStars (ages 5-8)
	Fall	5:30-6:00	Soccer TotStars (ages 2-3, parent-child)	Basketball TotStars (ages 2-3, parent-child)	Flag Football PreStars (ages 3-5, parent-child)	---
		6:00-6:45	Soccer PreStars (ages 3-5, parent-child)	<b>Basketball KinderStars*</b> (ages 4-6, parent involved)	<b>Flag Football MiniStars*</b> (ages 5-8)	Ninja Warrior PreStars (ages 3-5, parent-child)
		6:45-7:30	Soccer MiniStars (ages 5-8)	Basketball MightyStars (ages 6-9)	Flag Football SkillStars (ages 8-12)	Ninja Warrior MiniStars (ages 5-8)

WEDNESDAYS

Baseball TotStars T-ball (ages 2-3, parent child)	---
Baseball PreStars T-ball (ages 3-5, parent child)	Soccer PreStars (ages 3-5, parent child)
Baseball KinderStars (ages 4-6, parent involved)	Soccer MiniStars (ages 5-8)
Baseball TotStars T-ball (ages 2-3, parent child)	---
Baseball PreStars T-ball (ages 3-5, parent child)	Soccer PreStars (ages 3-5, parent child)
Baseball KinderStars (ages 4-6, parent involved)	Soccer MiniStars (ages 5-8)
<p>Key</p> <p>* Full enrollment</p> <p>Program was cancelled due to low enrollment</p>	



## Osseo Parks & Recreation Committee Meeting Item

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**Agenda Item:** Discuss 2019 Meeting Schedule

**Meeting Date:** November 7, 2017

**Prepared by:** Nancy Abts, City Planner

**Attachments:** Proposed Schedule

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**Policy Consideration:**

Consider a meeting schedule for 2019

**Background:**

The Parks and Recreation Committee met quarterly from July 2015 through 2017, with occasional special meetings to consider time-sensitive matters. For 2018, the committee adopted an every-other-month meeting schedule, for a total of 6 meetings. Two meetings, in June and August, were cancelled due to lack of business.

For 2019, the attached schedule of meeting dates and topics is suggested. Meetings can be cancelled if there is not business to discuss

**Budget or Other Considerations:**

The costs for recording and broadcasting meetings are be paid through the Cable fund. The City has budgeted to have meeting minutes prepared by TimeSaver Secretarial (who prepares minutes for City Council, Economic Development Authority, and Planning Commission meetings). Staff time is be required to prepare for meetings, and Committee members volunteer their time to attend meetings.

**City Goals Met By This Action:**

- 9) Plan and build an upgraded and expanded Boerboom Park
- 12) Increase communication with citizens and encourage citizen engagement
- 18) Provide a variety of activities for all citizens with continued and new City events and programs

**Options:**

The Parks and Recreation Committee may choose to:

1. Approve the attached proposed meeting schedule;
2. Approve a meeting schedule with noted changes/as amended;
3. Table action on this item for more information.

**Next Step:**

The next Committee meeting will be held on \_\_\_\_\_ at 6 pm.

# 2019 Osseo Parks & Recreation Committee Meetings

*All meetings start at 6 pm*

## Tuesdays

## Topics

**February 5**

*Spring Newsletter Deadline:*

**February 21**

- Finalize Summer Recreation Programs
- Finalize Music & Movies in the Park
- Step To It Challenge Activity Schedule (Tuesday nights)

**April 2**

*Summer Newsletter Deadline:*

**May 22**

- Streetscape Management Plan
- Boerboom Park Planning

**June 4**

*Fall Newsletter Deadline:*

**August 15**

- Citywide Night to Unite
- Consider Fall/Winter programming
- Boerboom Park Planning

**October 8**

*Winter Newsletter Deadline:*

**November 16**

- Review 2019 Music & Movies in the Park
- Review 2019 Summer Recreation

**December 3**

- Preliminary plan for 2020 Summer Recreation Programs
- Preliminary plan for 2020 Music & Movies in the Park

# Minidazzle



**Friday, Dec. 7, 6 - 8 pm**

**Osseo Community Center & Boerboom Park**

**Fire Truck Parade & Rides • Bonfire • Santa & Elves •  
Music • Food • Goody Bags & More!**



***Lunch with  
Santa***

**Saturday, Dec. 8  
11 am - 1 pm.  
Community Center**

**Kids eat free  
Photos with Santa • Goody Bags**

***Sponsored by the Osseo Lions Club***





## **Open House for Mayor & Councilmembers**

An open house will be held on Monday, December 10, from 5:30 p.m. – 6:00 p.m. (prior to the EDA meeting), in the Fire Meeting Room at Osseo City Hall, 415 Central Avenue, Osseo.

Please join us in thanking outgoing Councilmember Anne Zelenak for her dedicated service for four years on the City Council.

We also welcome Mayor Duane Poppe and Councilmembers Juliana Hultstrom & Larry Stelmach to the City Council.





**The Osseo Police Department is proud to be a registered drop off site for the 2018 United States Marine Corps Reserve Toys for Tots Program.**

**Please bring a new and unwrapped toy to any of the listed drop off sites in the City of Osseo between Saturday, Nov. 17<sup>th</sup> and Tuesday, Dec. 18<sup>th</sup>.**

## **DROP OFF SITES**

- **Dean's Supermarket – 312 Central Ave.**
  - **Dick's Bar – 205 Central Ave.**
  - **Duffy's Bar & Grill – 337 Central Ave.**
  - **Olympia Café – 247 Central Ave.**
- **Osseo Police Department – 415 Central Ave.**
  - **Premier Bank – 301 Central Ave.**
- **State Farm Insurance – 530 Central Ave.**
- **Sue's Country Cottage – 200 Central Ave.**
  - **TPMI Chiropractic – 232 Central Ave.**



MICHELLE  
Olympic Speed Skater.  
Grateful blood recipient.



## **Blood Drive** **City of Osseo**

City Hall - Community Center - Room A  
415 Central Avenue

**Wednesday, December 26, 2018**  
**1:00 PM to 7:00 PM**

Appt/Info: Visit [redcrossblood.org](http://redcrossblood.org) enter Sponsor Code: CITYOFOSSEO  
or call 1-800-RED-CROSS



**Free long-sleeve Red Cross T-shirt when you come to  
donate Dec. 20-Jan. 6, while supplies last!**

Give more life. **Donate blood.**

1-800-RED CROSS | 1-800-733-2767 | [RedCrossBlood.org](http://RedCrossBlood.org) | Download the Blood Donor App

© 2018 The American National Red Cross | 200101-01-RW





Two **free** outdoor rinks are located at the  
**Osseo Education Center, 324 6th Avenue NE**  
(the former Osseo Elementary School)

In addition to the hockey rink, there is an area provided for pleasure skating.

***Both areas are open to the public & there is no cost to skate.***

Rink attendants are available and the warming house is open when weather permits.  
(Especially cold, warm, or snowy weather might require rinks closures.)  
Generally, the warming house will be open during the following hours:

<b>Monday – Thursday</b>	<b>4:00 pm – 8:00 pm</b>
<b>Friday</b>	<b>4:00 pm – 10:00 pm</b>
<b>Saturday</b>	<b>10:00 am – 10:00 pm</b>
<b>Sunday</b>	<b>12:00 noon – 8:00 pm</b>

If you have questions about the outdoor rinks, visit  
<http://www.discoverosseo.com/blog/outdoor-rinks-and-warming-house/>  
or contact Osseo Public Works at 763-425-5741.

**Now hiring part-time seasonal Rink Attendants**  
**Flexible evening & weekend schedules : \$10/hr**  
**[DiscoverOsseo.com/Employment](http://DiscoverOsseo.com/Employment)**

## **Commission Members Needed in 2019**

**Do you want to serve Osseo by lending your interest or expertise to an advisory board?**

The City of Osseo is seeking interested people to serve on local boards and commissions. These positions are available:

- Economic Development Authority (1 position for six year term)
- Heritage Preservation Commission (2 positions for three year terms)
- Parks & Recreation Committee (2 positions for three year terms)
- Planning Commission (2 positions for three year terms)
- Public Safety Advisory Committee (2 positions for two year terms)  
[one business appointee and one resident appointee]

The City values leadership from service minded individuals. Citizens interested in filling these appointments are asked to submit a letter or statement of interest containing name, address, telephone number, email address, and any other pertinent background information.

Please send your letter of interest by January 2, 2019, to Mayor Duane Poppe, 415 Central Avenue, Osseo, MN 55369. For more information, please call 763-425-2624.