



COMMITTEE MEETING
6:00 p.m., February 4, 2020

Parks and Recreation Committee

- 1. Call To Order**
- 2. Roll Call**
- 3. Election of Officers**
- 4. Approve Agenda** (Unanimous additions required)
- 5. Approve Minutes** (Unanimous approval required)
 - A. October 8, 2019
 - B. December 2, 2019
- 6. Public Comments**
- 7. Special Business**
 - A. Discuss 2020 Mind Body Soul Osseo Daycamp
- 8. Budget Update**
- 9. Old Business**
- 10. New Business**
 - A. Discuss 2020 Music & Movies in the Park Schedule
 - B. Discuss 2020 Youth RevSports Programming
 - C. Discuss 2020 Play-Well TEKologies STEM Daycamp
 - D. Discuss Sipe Park Ash Tree Treatment and Replacement Demonstration
- 11. Upcoming Events**
 - A. OFDRA Fireman's Dance – February 14
 - B. Car Seat Clinic – March 3
 - C. Presidential Nomination Primary
 - D. American Red Cross Blood Drive – March 25
- 12. Staff & Committee Member Reports**
- 13. Adjourn**
 - Next Meeting: April 7, 2020

COMMITTEE MEMBERS: Councilmember Harold Johnson, Councilmember Larry Stelmach, Dee Bonn, Orlando Ponce, Brittney Quant, Kerstin Schulz, Alden Webster

STAFF LIASON: City Planner Nancy Abts



Osseo Parks & Recreation Committee Meeting Item

Agenda Item: Election of Officers

Meeting Date: February 4, 2020

Prepared by: Nancy Abts, City Planner

Attachments: (none)

Background:

Officers for the Parks and Recreation Committee include the Chair, who runs the meetings, and the Vice Chair, who runs meetings when the Chair is not in attendance. Both officers also have an opportunity to help set agendas for upcoming meetings.

In 2019, the officers were:

Chair: Kerstin Schulz
Vice-Chair: Alden Webster

There are no requirements regarding who fills the officer rolls.

Recommendation/Action Requested:

Staff recommends the Parks and Recreation Committee elect officers for 2020. This can be done through a joint motion and vote covering both positions, or by an individual motion and vote on the officer for each position. Anyone may make the motion.

**OSSEO PARKS & RECREATION COMMITTEE MINUTES
REGULAR MEETING
October 8, 2019**

5 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 8, 2019.

2. ROLL CALL

Present: Committee members Dee Bonn, Harold Johnson, Orlando Ponce, Kerstin Schulz, Brittney Quant, and Alden Webster.

Absent: Larry Stelmach

Others present: City Planner Nancy Abts

3. APPROVE AGENDA

A motion was made by Johnson, seconded by Bonn, to approve the meeting's agenda. The motion passed 6-0.

4. APPROVE MINUTES

A motion was made by Bonn, seconded by Webster, to approve the April 2, 2019, meeting minutes as presented. The motion passed 6-0.

5. PUBLIC COMMENTS

Schulz advised the public that this is the time for public comments. There were no comments offered.

6. SPECIAL BUSINESS

There was no special business.

7. BUDGET UPDATE

Abts reviewed the year-to-date budget expenditures with the Commission.

8. OLD BUSINESS

A. 2019 SUMMER YOUTH RECREATION REVIEW

Abts stated the 2019 program saw another high level of participation. This year included 221 class registrations (down from 227 in 2018, when we also offered Fall classes), which includes approximately 20 percent registering for more than one class. All told, there were just under 180 different kids participating in classes this year. Of those students, around 23% were Osseo residents with others coming from surrounding communities and some as far away as Ramsey, Plymouth, Bloomington, and Crystal.

Abts explained a survey was emailed to parents of Summer 1 & Summer 2 participants. Of 155 email recipients, 31 people completed the survey, approximately 20 percent. Comments were generally positive, with most concerns relating to specific staff members and class structure. Respondents also provided some suggestions for improvements and future programming.

Abts reported with the price increase to \$35/resident, \$50/non-resident, the subsidy for Osseo student registrations was approximately \$250. However, with the increased rate for non-residents, the programming portion of the class had a net gain of approximately \$200 overall. Other hard costs for the program include renting a port-a-potty for the Osseo Education Center site and advertising. A portion of credit card transaction fees is also subtracted from the revenue. Overall, online registration worked very well this year.

Ponce stated he enrolled his son in the summer youth programs. He provided feedback on the coaching and communications from Revolutionary Sports. He believed communication could be improved regarding when sessions were being canceled. Abts explained City staff was working with Revolutionary Sports to clarify expectations and noted all future notifications would be coming from the City.

Ponce indicated his son loved the programming and stated he was happy to see parents getting involved in the programs.

Johnson asked if a fall program could be held in the community center. Abts commented this may be difficult given the fact fall sports would include soccer and football, which may require more space than the community center has available.

Ponce encouraged the City to consider winter programming to include wrestling and hockey. He feared that the wrestling program in Osseo would fail if additional support were not offered. He stated the Osseo wrestling program would be holding a board meeting in the coming weeks and he would have further information after this meeting. He noted the wrestling season begins on Tuesday, November 19th.

Webster and Johnson supported the City promoting wrestling in Osseo.

A motion was made by Ponce, seconded by Webster, to recommend the City Council allow for the promotion of Osseo Youth Wrestling in the City of Osseo with further information to be provided by Commissioner Ponce.

Johnson supported wrestling being promoted on the City's website, through social media and on the Gateway Sign.

The motion passed 6-0.

A motion was made by Bonn, seconded by Quant, to recommend the City Council continue the Youth Recreation Program for 2020 and set aside funding within the budget. The motion passed 6-0.

B. 2019 TEEN & 'TWEEN' RECREATION REBATE REVIEW

Abts stated to date, there have been rebates issued for 18 Osseo residents between the ages of 9 and 17. Population estimates of Osseo predict there are 85 (± 35) residents between the age 10-14 in the City and 61 (± 32) residents age 15-19, so excluding the margin of error on the estimates, the participation rate was around 12%. (For comparison, there are an estimated 300 (± 82) residents age 0-9 in Osseo, and Osseo resident participation in RevSports programs equaled approximately 20% of that age group).

Abts reported of the 18 participants, 9 were part of a program at Get it Done Fitness, 7 participated at Spark School of Music, and one student participated at each Escalate Dance Studio and Yellow Tree Theater.

Abts explained most of the participants are students at ISD 279 Osseo Area Schools, with 10 participants spread between Osseo Middle School, Osseo Senior High, and Elm Creek and Fernbrook Elementary Schools. Four students attend Parnassus Preparatory School, and 3 attend Pact Charter School. Pact Charter School and Parnassus Prep start the school year the last week of August, while ISD 279 starts school after Labor Day. Pact Charter school ends their year on May 21, while ISD 279 continues to June 5 and Parnassus continues to June 11.

Johnson stated the Council supported this program as a way to promote local businesses while also encouraging local youth activities. He asked what feedback the City received from businesses on the pilot program. Abts commented she received feedback that the City's timing was a bit delayed, but overall businesses appreciated the program and some were promoting the pilot program themselves.

Schulz indicated it would benefit residents and businesses for the City to promote this program earlier in 2020. She believed the pilot program went well. She commented on the amount of money that was spent and collected for the youth recreation programs in 2019. She supported the recreation rebate program remaining the same for 2020. She believed it was too much to ask small business owners to provide Osseo residents a certain percentage discount for the programs.

Ponce agreed it may be difficult for small business owners to provide a discount for Osseo youth participants.

Schulz reiterated that money was being collected for youth sports programs and was not being collected for senior programming. For this reason, she believed the teen recreation rebate program should continue as is.

Ponce supported a very minimal percentage be considered (5-10% rebate) if discounts were being sought from local business owners. Abts commented on the variety of strategies used by other communities to provide lower resident rates for recreation programs.

Schulz stated she was pleased by the participation rate in 2019 and indicated she would like to see this program grow in 2020. She explained her children participated in the Get It Done Fitness program this summer and stated it was very well done. She questioned what the City's goal was for its recreational programs. Abts stated she would like more feedback from the Commission as to the City's goals with respect to its recreational programming.

Ponce supported the City offering the same program for youth in the winter months to keep kids active when they are spending more time indoors.

Johnson recommended the recreation rebate program continue as is during 2020 and that no additional discount be pursued from local business owners at this time. He supported the promotion of Osseo businesses and wanted to see this community continuing to thrive.

Ponce suggested the recreation rebate program be promoted in the spring newsletter in 2020.

Johnson suggested the Commission make a recommendation to the City Council to ensure adequate funding was set aside in the 2020 budget.

A motion was made by Bonn, seconded by Quant, to recommend the City Council continue the Teen Recreation Rebate Program for 2020 and set aside funding within the budget. The motion passed 6-0.

C. 2019 MUSIC & MOVIES IN THE PARK REVIEW

Abts stated the 2019 Music & Movies in the Park events generally occurred as scheduled. However, the Classic Big Band concert planned for July 9 was moved to the July 30 rain date. Due to poor weather on August 13, the Spark School of Music performance was moved indoors and the Coco screening was cancelled. Ed Columbus and Dee Bonn served as volunteers for the series, and a Movie Attendant was hired to assist with AV set up and take down of the movie screen.

Abts indicated food trucks were hosted at events in July and August. Despite initial difficulties in recruiting food trucks to participate, things seemed to go well. Vendors reported an average of 60-100 total sales. Good weather improved attendance. Vendors seemed to appreciate being the only food truck at the event. One vendor suggested it might be nice to set up for lunchtime sales as well.

Abts reported for 2018 and 2019 an online interest form was used to solicit interest from potential performers. This worked well and can be used again for 2020. Other suggestions regarding specific performers can be reviewed by a subcommittee when drafting a schedule of future events.

Ponce asked if the City received any feedback regarding dogs in the park. Abts commented she had not received any feedback.

Bonn stated it was her understanding there was nothing the City could do to keep dogs from being in specific areas in the park. She explained the Osseo Public Works crew did an amazing job maintaining the park this summer.

Schulz commented she heard a great deal of positive feedback regarding the food trucks and encouraged the City to continue having food trucks in 2020.

Bonn agreed stating the food trucks were a great addition to the music and movies in the park events.

Quant recommended the food trucks begin in June and run through the entire summer.

Johnson supported this recommendation. He encouraged staff to pursue local talent for music in the park events.

Bonn asked if a subcommittee should be formed to begin planning for the 2020 music and movies in the park events.

A motion was made by Webster, seconded by Ponce, to recommend Bonn and Schulz serve on a Subcommittee to begin planning for the 2020 Music and Movies in the Park events. The motion passed 6-0.

9. NEW BUSINESS

A. DISCUSS SIPE PARK LIGHTING

Abts stated last year, youth fall sports classes were limited by early sunset times. The City rented portable lights, powered by a generator, to allow the programs to continue. She commented this year, several people asked about fall programs. However, without lighting, we were not able to offer them. The rental lights were expensive and time-consuming because two sets of lights had to be picked up and returned to Broadway Rental weekly.

Abts reported staff has discussed adding lighting to Sipe Park. The Committee should discuss whether to continue to look into this. The Committee may also want to discuss what type of lighting should be considered. Permanent lighting might be easier to operate. If the City purchases its own portable generator lights, the cost for new units ranges from \$15,000 to \$25,000. At least two would be needed. However, the Police and Fire Departments might be able to use them occasionally.

Bonn asked if the Fire Department had any generator lights. Abts commented the Fire Department did have emergency lights but the lights were not available for use in the park.

Johnson commented the Minnesota Twins assisted with installing lights at Memorial Park. He stated he did not support the installation of permanent lights at Sipe Park.

Ponce questioned how much more the park would be used if lights were installed. Abts stated this would depend on how late the City wanted to have the park open. She anticipated lights would allow for some additional use, but could not be certain of the exact amount of time.

Further discussion ensued regarding the number of youth that participated in the fall programming in 2018, along with the cost of renting lights for the park.

Ponce supported the City renting lights for Sipe Park given the fact the cost was minimal when compared to installing permanent lights. Abts noted there was an additional expense of staff time to pick up and return the rental lights each time they are used.

Ponce questioned if the school fields could be used in the fall for youth programming. Abts stated she could investigate this further and would report back to the Commission.

B. 2020 STEP TO IT CHALLENGE PROGRAMMING

Abts stated two years ago, the City hosted a kick-off walk on the first day of the Step to it Challenge that was well received, despite the rain. (Several people asked if another kickoff walk would take place in 2018.) In 2019, the City organized weekly Tuesday evening “Step to it” Events including a Kickoff Walk, Park Cleanups, a Walk with a Tot and a Walk with a Cop.

Abts reported the 2019 events saw modest participation. If the Committee would like to coordinate a 2020 promotion, maybe local health & wellness services would like to host their own public events or classes during the May challenge (e.g., Get it Done Fitness, Anytime Fitness, The Wellness Boutique, Jai Dee.) The City could cross-promote the events on a Step to it Calendar in exchange for the businesses sharing Step to it information with their customers.

Ponce stated the kick-off event was very well done.

Schulz stated she attended one of the Tuesday night events, but noted it was difficult for her family to make a 4:30 p.m. event given the fact her kids were in school.

Bonn suggested the City speak with the local health clubs to encourage them to offer a special class in May in coordination with the Step to it Challenge or have a free sample night to encourage gym membership and fitness in Osseo.

Ponce stated this was a great idea.

The Commission agreed to continue discussing ideas for the Step to it challenge for 2020 at future meetings.

10. UPCOMING EVENTS

Abts reported tree planting would occur at the Osseo Orchard on Tuesday, October 15th from 8:30 a.m. to 10:30 a.m. and volunteers were needed.

Abts stated a Halloween Movie in the Park event would be held on Friday, October 25th at 7:00 p.m. She indicated Hocus Pocus, Toy Story 4 or Monsters, Inc. could be screened. The Commission supported staff having a poll on social media to select the movie that would be screened.

Abts explained the Lions Halloween Event would be held on Saturday, October 26th from 11:00 a.m. to 1:00 p.m.

Abts noted Minidazzle would be held on Friday, December 6th from 6:00 p.m. to 8:00 p.m. and the Lions Lunch with Santa would be held on Saturday, December 7th at the Community Center from 11:00 a.m. to 1:00 p.m.

Schulz reported Small Business Saturday in the City of Osseo would be held on Saturday, November 30th from 9:00 a.m. to 3:00 p.m.

Johnson commented on the tree trimming that would occur on Central Avenue and discussed how a subcommittee was discussing the issues with the pavers along Central Avenue.

11. STAFF & COMMITTEE MEMBER REPORTS

Abts stated she would be attending the Minnesota Recreation and Parks Association Conference at Earle Brown on November 5th and November 6th. She encouraged Commission members to consider attending this event.

Abts suggested the next Parks and Recreation meeting be held on Monday, December 2nd to accommodate CCX Media's scheduling constraints.

Bonn commented the Gentle Yoga class was open to all ages on Mondays at 4:30 p.m. at the Community Center.

12. ADJOURNMENT

A motion was made Bonn, seconded by Ponce, to adjourn the meeting at 7:32 p.m. The motion carried 6-0.

Respectfully submitted,

Heidi Guenther
TimeSaver Off Site Secretarial, Inc.

**OSSEO PARKS & RECREATION COMMITTEE MINUTES
REGULAR MEETING
December 2, 2019**

5 B

1. CALL TO ORDER

The Osseo Parks & Recreation Committee meeting was called to order by Committee Member Dee Bonn at 6:00 p.m., Monday, December 2, 2019.

2. ROLL CALL

Present: Committee members Dee Bonn, Harold Johnson, and Brittney Quant.

Absent: Orlando Ponce, Kerstin Schulz, Larry Stelmach, and Alden Webster.

Others present: City Planner Nancy Abts

3. APPROVE AGENDA

The agenda was supported as presented.

4. APPROVE MINUTES

Johnson requested the reference to District 270 be changed to District 279.

Abts stated she would make this change.

5. PUBLIC COMMENTS

There were no public comments.

6. SPECIAL BUSINESS

There was no special business.

7. BUDGET UPDATE

Abts provided the Commission with an update on the budget.

8. OLD BUSINESS – None

9. NEW BUSINESS

A. DISCUSS SIPE PARK ASH TREE TREATMENT AND REPLACEMENT DEMONSTRATION

Abts stated Hennepin County began offering their Healthy Tree Canopy Grants in 2018. At that time, Osseo applied for and was awarded, funding to conduct an inventory of all public trees on City property and in boulevards. In 2019, after completing the inventory of public trees, the City applied for a second Healthy Tree Canopy Grant to remove and replace ash trees in Sipe Park that are affected by Emerald Ash Borer, and to treat additional large-caliper Ash trees in the park. The application also called for working with a contractor to

study the conditions that would need to be met to plant new trees in the public Right of Way. The Parks and Recreation Committee is asked to review the plans for Sipe Park and consider a grant application.

Johnson asked if Hennepin County had any funds available to assist with ash borer treatments for individual landowners. Abts commented she was not aware of any funds available for trees on private property.

Johnson recommended the public be made aware of the importance of treating Ash trees in order to encourage residents to save their trees.

Bonn suggested the Committee discuss the maintenance of boulevard trees at a future meeting.

Johnson commented on the trees that would have to be trimmed and removed along Central Avenue.

The Committee also supported signs being purchased for the new trees that would be planted in Sipe Park and at the City orchard.

B. DISCUSS 2020 YOUTH PROGRAMMING (SPORTS + LEGO/STEM)

Abts stated staff recommends the City continue to work with Revolutionary Sports for summer 2020 sports class programming. With the suggested purchase of adjustable height basketball hoops, RevSports is able to offer Basketball classes again in Osseo. John also suggests offering families a voucher for a future class following weather-related cancellations rather than scheduling make-up dates, as make-up days are not always fully utilized. Staff supports the cancellation voucher concept. With fewer weeks dedicated to make-up classes, it might be possible to add a third program session for late summer/early fall.

Abts reported RevSports also requests a modest 6% increase to the amount billed to the City (\$42.50 per student, rather than \$40). If the City kept the \$35 resident rate and \$50 non-resident rate charged in 2019, revenues should still cover increased programming costs (based on 2019 participation).

Abts commented additionally, at the Minnesota Recreation and Parks Association Conference she connected with a company called PlayWell TEKnologies that offers Science, Technology, Engineering, & Math (STEM) programming in the form of Lego based engineering camps for ages 5-12. This is something the City could consider hosting in 2020 as well. Typically, the camps are offered in a half-day (3-hour) format for 5 days at a time. The minimum class size is 11 and the maximum is 24. The base pricing is \$125 per student for a 5-day program, so approximately \$25/day or a little over \$8 an hour.

Abts stated if the Parks and Recreation Committee would like to pursue offering a camp in 2020, staff would work with the company to finalize a proposal and develop an agreement between our organizations.

Johnson asked how much the adjustable basketball hoops would cost. Abts commented staff was working with RevSports to see about purchasing this equipment for next summer. She stated she did not yet have pricing.

Bonn recommended the basketball camp be offered twice next summer in order to better utilize the new basketball standards (if purchased) and that volleyball be dropped.

Johnson supported the City offering a Lego program next summer. He suggested the Fire Department room be used for this class. The Committee supported this recommendation.

Abts thanked the Committee for their feedback and noted this item could be brought to the Council for consideration in early 2020.

C. DISCUSS 2020 MUSIC & MOVIES IN THE PARK RECOMMENDATIONS

Abts stated a subcommittee including Dee Bonn and Kerstin Schulz met on November 25 to discuss preliminary scheduling for 2020 Music & presentations in the Park events. The group identified several suggested dates for 2020 performances and events. Staff reviewed the proposed schedule with the Commission and requested comments or questions.

Johnson requested further information regarding the licensing fees. Abts discussed the performance licensing fees (ASCAP and BMI) that were paid by the City in 2019.

Johnson questioned who would be used for the singer/songwriter event. Abts reported staff was still working to secure several acoustic singer/songwriters for this date. She noted one of the possible acts had ties to the City of Osseo.

Johnson recommended the City attempt to secure the Hirsch family for an event in 2021 if it doesn't happen in 2020.

Further discussion ensued regarding the success of the entertainment that was held in 2019.

Quant believed the Committee had a good variety of music planned for the summer of 2020.

D. DISCUSS BOERBOOM PARK CLEANUP (Councilmember Johnson)

Johnson stated a volunteer cleanup event was held in May 2019 in Boerboom Park, prior to the Memorial Day ceremony. Osseo residents Dave and Roseanna Garibaldi continued to volunteer their time over the summer to continue to tend to the landscaping and flower in Boerboom Park and along Central Avenue. The City's proposed 2020 proposes hiring summer help (like the Garibaldis) to help with cleanup in the future. It was noted Public Works Director Nick Waldbillig reports that his team would be able to schedule additional tree trimming in the park in 2020 if needed.

Bonn suggested a Step To It day be utilized to clean up the City's parks and Main Street this spring.

Johnson recommended the shrubs around the memorial or monument be removed and replaced. Abts commented she could invite representatives from the American Legion to the February Park meeting if this project were to be discussed then. She noted she was hesitant to allocate funds for the replacement of the landscaping until further information was available regarding the future of this park.

E. DISCUSS 2020 MEETING SCHEDULE

Abts reviewed the 2020 meeting schedule with the Commission. It was noted the next Parks and Recreation meeting would be held on February 4, 2020.

10. UPCOMING EVENTS

Abts reported there would be a Red Cross Blood Drive on Wednesday, December 4th from 1:00 p.m. to 7:00 p.m. at the Community Center.

Abts encouraged all Osseo residents to attend Minidazzle which would be held on Friday, December 6th from 6:00 p.m. to 8:00 p.m. in Downtown Osseo.

Abts encouraged residents to participate in the Toys for Tots drive being sponsored by the Osseo Police Department through Monday, December 16th.

Abts stated the Osseo Lions Lunch with Santa would be held on Saturday, December 7th from 11:00 a.m. to 2:00 p.m. at the Osseo Community Center.

Abts explained there would be a Car Seat Clinic at the Public Works Facility on Tuesday, March 3rd from 4:00 p.m. to 7:00 p.m.

11. STAFF & COMMITTEE MEMBER REPORTS – None

12. ADJOURNMENT

The meeting adjourned at 7:03 p.m.

Respectfully submitted,

Heidi Guenther
TimeSaver Off Site Secretarial, Inc.



City of Osseo Parks & Recreation Committee Meeting Item

Agenda Item: Discuss 2020 Youth Daycamp Programming

Meeting Date: February 4, 2020

Prepared by: Nancy S. Abts, AICP, City Planner

Attachments: Draft 2020 Program Materials
Draft Service Provider Agreement

Policy Consideration:

The Parks and Recreation Committee should review a proposed summer daycamp service from an Osseo resident and business owner.

Background:

Dori Trossen, owner of Mind Body Soul LLC, proposes offering a summer daycamp service in Osseo this summer. She proposes that she offer the service as a contractor with the City, similar to the agreement Osseo has with Revolutionary Sports for sports classes.

She proposes to offer daycamp programs for students entering grades K-5 (approximate ages 5 through 11). A registration cap of 30 students for the regular weekly camp is proposed, with an option for up to an additional 30 registration slots for field trips on Wednesdays. The program would be hosted at St. Paul's Lutheran Church and Sipe Park.

Budget or Other Considerations:

The City has not budgeted for this program in 2020. Depending on whether the City subsidizes registrations, there may or may not be significant monetary costs and/or revenue streams associated with the program.

The Parks & Recreation Committee should review the proposed fees and discuss appropriate rates for resident versus non-resident registration rates. The proposal includes a bill-rate of \$135 for a week of participation and a \$55 drop-in rate for field trips only. Costs to the City of hosting and administering the program would include payment processing fees for registrations, administrative time related to monitoring registrations—particularly for drop-in registrations—and additional coordination for Sipe Park maintenance (e.g., not mowing the park while the program is taking place). The proposed fee schedule also includes a \$1/minute late pickup fee, which would be difficult for the City to administer if registration fees are collected up front.

The Parks & Recreation Committee should discuss whether students participating in this (or other City-sponsored recreation programs) would be eligible for the proposed Recreation Rebate program for ages 9-17.

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

Options:

The Parks and Recreation Committee may choose to:

1. Recommend the City Council approve the proposed program and service provider agreement;
2. Recommend the City Council approve proposed program and service provider agreement, with noted changes/as amended;
3. Recommend the City Council deny the proposed program and service provider agreement;
4. Table action on this item for more information

Next Steps:

Based on the Committee's recommendation, the program and provider agreement could be referred to the City Council for approval. If approved in early February, the program could be promoted in the Spring newsletter (delivered to mailboxes February 28; publication deadline February 14). I anticipate opening registration for summer 2020 programs on Monday, March 2, 2020

REGISTRATION & PAYMENT

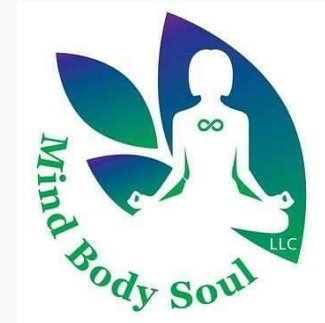
Registration completed before 3/1/2020 requires a \$25 non-refundable registration fee per child contract. Registration after 3/1/2020 requires a \$35 non-refundable registration fee per child contract.

Space is limited and a wait list will be started when program is full!

*MAKE YOUR KID'S
SUMMER FUN AND
PRODUCTIVE!
ENROLL THEM NOW!*

MIND BODY SOUL LLC ACTIVITIES

Summer 2020



www.balanceddori.com



PROGRAM INCLUDES

Healthy Breakfast and Afternoon Snack
Weekly Volunteer Opportunities
Weekly Library Trips
Hands-on Activities to learn on and off site
Active exercise taught by a Certified Personal Trainer, teaching health and positive life choices.

LOCATION

Home Base:
St. Paul Lutheran's Church
710 Broadway St E, Osseo, MN 55369
(Drop off between 7:00am- 9:00am)

Home Park:
Sipes Park
256 6th Ave SE, Osseo, MN 55369
(Pick-up between 3:30pm-5:00pm)

Program Phone Number:
763-639-9133

SUMMER EXPERIENCES

Our summer program provides a opportunity for children from Osseo, Maple Grove, Brooklyn Park and surrounding communities to come together and create a community through volunteering, art, wellness and health focused programs all well working on social emotional skills and have a whole lot of fun!

WHO CAN JOIN THE FUN?

Kids in grades K-5 are welcome to join the program.

There will be a lot of walking and physical activities through the day, keeping the kids fit and active throughout the day!

The program base camp is at St. Paul Lutheran Church in Osseo. We utilize Sipes Park as well as other locations in Osseo. (Library, Osseo Area Learning Center Playground, and City Hall.

CONTRACTS

- \$25 non-refundable registration fee
- Same Day Drop in Rate: \$55.00
- Full Summer Rate per week: \$135.00

Activities run from 7:00AM to 5:00PM MON-FRI
(Closed Friday, July 3, 2020)

SUMMER 2020

REGISTRATION

Registration for our summer program begins 2/14/2020 and we will continue to take registration until we are at capacity.

DATES OF ACTIVITIES

June 15- August 26
Hours of operation are 7:00am - 5:00pm
Closed Friday July 3

FIELD TRIPS

- ValleyFair
- State Capitol
- Oliver Kelley Farm
- Fort Snelling
- Minnesota History Center
- Maple Grove Central Park
- Fish Lake Regional Park
- Clifton E. French Regional Park
- Twin Game
- Mill City Museum
- Feed My Starving Children



AGREEMENT FOR SERVICES

THIS AGREEMENT FOR SERVICES ("Agreement for Services") is made, effective as of this 20 day of January, 20 20, by and between the City of Osseo, a Minnesota municipal corporation ("City") and Mind Body Soul LLC ("Provider").

WITNESSETH:

WHEREAS, the City wishes to permit the Provider to recreational program at its 2020 youth recreation event series in connection with the parks and recreation activities of the City; and

WHEREAS, the Provider has expressed its willingness to provide such services;

NOW, THEREFORE, the parties hereto do mutually agree as set forth below:

- A. Services. The Provider shall provide recreational programs in the form of a series of youth daycamps on dates and times described in APPENDIX A ("Services"). The Provider may choose the precise format of the Services offered, but content and format should substantially match the details provided in APPENDIX A. Any content presented through the Services shall not contain any of the following: political references, sexually explicit material, or profanity.
 1. Written report. The Provider shall provide the City with a written report and evaluation of the summer program within one month of the final date of Services. The report may contain recommendations for future offerings.
 2. City Responsibilities. In support of the Services, the City shall process all registrations and receive all registration fees for participants benefiting from the Services. The City shall issue reimbursements for cancellation due to low enrollment. The City will furnish the Provider with a list of registered participants at least one week prior to the class start date.
- B. Facility and Equipment. The City grants the Provider a non-exclusive license to use Sipe Park for the Services. The City shall provide access to portable restroom facilities. The Provider shall be responsible for providing all other supplies, additional Providers, and any other equipment that is necessary for the Services. The City shall not be obligated to provide any other additional Providers or other facilities for the Provider.
- C. Compensation. In consideration for the Services, the City shall pay the Provider an agreed-upon amount as specified in Appendix B. The Provider shall invoice the City for costs incurred. The City shall pay the Provider promptly following City Council approval of the received invoice.
- D. Promotion. The City shall be entitled to advertise and promote the Services. Provider acknowledges that the City will rely on the terms hereof in all such promotions and advertising setting for the names, dates, and times of the Services. Provider hereby acknowledges and agrees that the City may use their name, photograph(s), likeness, and other promotional materials in such promotions, advertising, or other activities used to increase participation in

directly or indirectly on account of the Services, including the use of the Osseo Fire Department Meeting Room and any facilities or equipment that is provided by the City. Nothing in this paragraph shall be deemed to be a waiver by the City of any limitations on or immunities from liability set forth in Minnesota Statutes, Chapter 466, or otherwise.

- I. Termination. This Agreement shall terminate on December 31, 2020. This Agreement may be renegotiated or otherwise amended at any time by mutual written agreement of the parties. If the Provider fails to fulfill its obligations under this Agreement in a professional and timely manner, or otherwise violates the terms of this Agreement, the City shall have the right to immediately terminate the Agreement.
- J. Force majeure - Excuse of Obligations. City and Provider shall be excused from their obligations hereunder in the event of proven sickness, accident, riot, strike, epidemic, act of God, or any other legitimate condition or occurrence beyond their respective control.
- K. Effective Date. This Agreement shall be effective on February 8, 2020.
- L. Data Practices Act Compliance. Data provided to the Provider under this Agreement shall be administered in accordance with Minnesota Statutes Chapter 13, and all data on individuals shall be maintained in accordance with statutory guidelines.
- M. Entire Agreement. This Agreement, any attached exhibits and any addenda or amendments signed by the parties shall constitute the entire agreement between City and the Provider, and supersedes and revokes any other prior written or oral agreements between City and the Performer. This Agreement can only be modified in writing signed by City and the Provider.
- N. Execution in Counterparts. This Agreement may be executed in counterparts by the parties hereto.
- O. No Third Party Rights. Nothing in this Agreement shall be construed to create any right in any person or entity not a party hereto.
- P. Assignment. The rights and obligations of the Provider pursuant to this Agreement are not to be assigned absent the written consent of the City.
- Q. No Joint Venture or Partnership Created. This Agreement shall not be construed to create a joint venture or partnership between the parties hereto.
- R. Choice of Law and Venue. This Agreement shall be governed by and construed in accordance with the laws of the state of Minnesota. Any disputes, controversies, or claims arising out of this Agreement shall be heard in the state or federal courts of Minnesota, and all parties to this Agreement waive any objection to the jurisdiction of these courts, whether based on convenience or otherwise.
- S. Authority. The undersigned individuals warrant and represent that they are authorized to execute this Agreement and, if applicable, that all necessary corporate actions have been

APPENDIX A: PROGRAM DESCRIPTION

Appendix B: Fee Schedule for Reimbursement

| | Minimum Enrollment | Bill amount | Maximum Enrollment | Staff |
|--|--|--|--|--------------------------|
| Full Day Summer Program | 20 age K-5 | \$1620 for full 12 week program (135 a week) | 30 age K-5 | 12 kids per staff person |
| Late Pick-up (After 5pm) | | \$1 dollar a minute per occurrence | | |
| Field Trips Only (Requires 2 weeks notice) | 1 age K-5 (After full program is full) | \$55 a day (11 field trips) Wednesdays | 30 ages K-5 (after full program is full) | |
| Registration Fee (All programs) | | \$25-non-refunable per enrolled child | | |
| | | | Total: 30 full time and 30 field trip only | |

CITY OF OSSEO
BUDGET - RECREATION

8

01/31/20 9:49 AM
Page 1

| Account Descr | 2019 Budget | 2019 YTD Amt | Balance | % of Budget | DEPT Descr |
|---------------------------------------|----------------|-----------------|-------------|----------------|-------------------|
| FUND 101 GENERAL FUND | | | | | |
| DEPT 42300 ADULT RECREATION | | | | | |
| E 101-42300-106 PART TIME WAGES | \$2,350.00 | \$2,529.38 | -\$179.38 | 107.63% | ADULT RECREATION |
| E 101-42300-125 EMPLOYER FICA EXPENSE | \$180.00 | \$193.50 | -\$13.50 | 107.50% | ADULT RECREATION |
| E 101-42300-139 WORK COMP INSURANCE | \$50.00 | \$72.00 | -\$22.00 | 144.00% | ADULT RECREATION |
| E 101-42300-312 PROGRAMMING | \$7,500.00 | \$6,305.21 | \$1,194.79 | 84.07% | ADULT RECREATION |
| DEPT 42300 ADULT RECREATION | \$10,080.00 | \$9,100.09 | \$979.91 | | |
| DEPT 42301 YOUTH RECREATION | | | | | |
| E 101-42301-312 PROGRAMMING | \$13,000.00 | \$10,051.33 | \$2,948.67 | 77.32% | YOUTH RECREATION |
| E 101-42301-450 REFUND/ REIMBURSEMENT | \$0.00 | \$2,559.70 | -\$2,559.70 | 0.00% | YOUTH RECREATION |
| DEPT 42301 YOUTH RECREATION | \$13,000.00 | \$12,611.03 | \$388.97 | | |
| DEPT 42302 SENIOR RECREATION | | | | | |
| E 101-42302-106 PART TIME WAGES | \$6,800.00 | \$5,977.62 | \$822.38 | 87.91% | SENIOR RECREATION |
| E 101-42302-124 EMPLOYER PERA EXPENSE | \$510.00 | \$448.31 | \$61.69 | 87.90% | SENIOR RECREATION |
| E 101-42302-125 EMPLOYER FICA EXPENSE | \$520.00 | \$457.30 | \$62.70 | 87.94% | SENIOR RECREATION |
| E 101-42302-139 WORK COMP INSURANCE | \$111.00 | \$154.00 | -\$43.00 | 138.74% | SENIOR RECREATION |
| E 101-42302-312 PROGRAMMING | \$300.00 | \$589.01 | -\$289.01 | 196.34% | SENIOR RECREATION |
| DEPT 42302 SENIOR RECREATION | \$8,241.00 | \$7,626.24 | \$614.76 | | |
| FUND 101 GENERAL FUND | \$31,321.00 | \$29,337.36 | \$1,983.64 | | |
| | \$31,321.00 | \$29,337.36 | \$1,983.64 | | |

CITY OF OSSEO

01/31/20 9:52 AM

Page 1

General Ledger
Audit Detail Brief

Audit 2019

Fund 253 MUSIC/MOVIES IN THE PARK

| GL Act G 253-10100CASH | | | Begin | Debit | Credit | Balance |
|------------------------------|-------------|--------------|--------------------------|-------------|-------------|------------------------|
| | Account is | Active | \$1,023.53 | \$19,444.02 | \$17,473.66 | \$2,993.89 |
| Per | Transaction | Batch Name | Tran Dr | Tran Cr | Search Name | |
| 2019-01 | Rec | | R 253-31600 DONATIONS | \$1,500.00 | \$0.00 | OSSEO AMERICAN LEGIO |
| 2019-03 | Rec | | R 253-31600 DONATIONS | \$2,000.00 | \$0.00 | OFDRA - OSSEO FIRE DEP |
| 2019-03 | Rec | | R 253-31600 DONATIONS | \$1,500.00 | \$0.00 | OSSEO MAPLE GROVE HO |
| 2019-04 | Rec | | R 253-31600 DONATIONS | \$3,000.00 | \$0.00 | OSSEO LIONS |
| 2019-04 | Pay | | E 253-42400-211 OPERATI | \$0.00 | \$144.74 | KENNEDY & GRAVEN, CHA |
| 2019-04 | Rec | | R 253-31600 DONATIONS | \$1,000.00 | \$0.00 | NORTHWEST AREA JAYCE |
| 2019-04 | Pay | | E 253-42400-211 OPERATI | \$0.00 | \$181.02 | MINUTEMAN PRESS |
| 2019-04 | JE | | G 253-10100 CASH | \$0.00 | \$145.51 | |
| 2019-04 | JE | | G 253-10100 CASH | \$181.02 | \$0.00 | |
| 2019-05 | Pay | | E 253-42400-211 OPERATI | \$0.00 | \$100.00 | CLASSIC BIG BAND, THE |
| 2019-05 | Pay | | E 253-42400-211 OPERATI | \$0.00 | \$2,195.00 | SWANK MOTION PICTURE |
| 2019-05 | Pay | | E 253-42400-211 OPERATI | \$0.00 | \$1,425.00 | TEDDY BEAR BAND |
| 2019-06 | Rec | | R 253-31600 DONATIONS | \$2,000.00 | \$0.00 | OSSEO LIONS |
| 2019-06 | Pay | | E 253-42400-211 OPERATI | \$0.00 | \$600.00 | LED PENNY |
| 2019-06 | Pay | | E 253-42400-211 OPERATI | \$0.00 | \$115.04 | PRIME ADVERTISING & DE |
| 2019-06 | Pay | | E 253-42400-211 OPERATI | \$0.00 | \$175.00 | SNAKE DISCOVERY LLC |
| 2019-06 | Pay | | E 253-42400-211 OPERATI | \$0.00 | \$357.00 | ASCAP |
| 2019-06 | Pay | | E 253-42400-211 OPERATI | \$100.00 | \$0.00 | CLASSIC BIG BAND, THE |
| 2019-06 | Pay | | E 253-42400-211 OPERATI | \$0.00 | \$1,700.00 | CLASSIC BIG BAND, THE |
| 2019-07 | Pay | | E 253-42400-106 PART TIM | \$0.00 | \$600.00 | DARLENE AND THE BOYS |
| 2019-07 | Pay | | E 253-42400-106 PART TIM | \$0.00 | \$325.00 | MINNESOTA ZOOMOBILE |
| 2019-07 | Rec | | R 253-31600 DONATIONS | \$7,200.00 | \$0.00 | OSSEO LIONS |
| 2019-07 | Pay | | E 253-42400-211 OPERATI | \$0.00 | \$600.00 | CAPRI BIG BAND |
| 2019-07 | PayrJE | | G 253-10100 CASH | \$0.00 | \$67.29 | |
| 2019-07 | PayrJE | | G 253-10100 CASH | \$0.00 | \$229.46 | |
| 2019-08 | Pay | | E 253-42400-211 OPERATI | \$0.00 | \$358.00 | BMI |
| 2019-08 | PayrJE | | G 253-10100 CASH | \$0.00 | \$29.60 | |
| 2019-10 | Rec | | R 253-31600 DONATIONS | \$500.00 | \$0.00 | OSSEO LIONS |
| 2019-10 | Pay | | E 253-42400-211 OPERATI | \$0.00 | \$463.00 | SWANK MOTION PICTURE |
| 2019-11 | Pay | | E 253-42400-211 OPERATI | \$0.00 | \$463.00 | SWANK MOTION PICTURE |
| 2019-11 | JE | LIONS ROAR | G 253-10100 CASH | \$0.00 | \$7,200.00 | |
| 2019-12 | Rec | 12-19-19FUND | E 253-42400-211 OPERATI | \$463.00 | \$0.00 | SWANK MOTION PICTURE |
| Total GL Act G 253-10100CASH | | | | \$19,444.02 | \$17,473.66 | In Balance |
| Fund | 253 | | | \$19,444.02 | \$17,473.66 | |
| Grand Total | | | | \$19,444.02 | \$17,473.66 | |



City of Osseo Parks & Recreation Committee Meeting Item

Agenda Item: Discuss 2020 Music and Movies in the Park Recommendations

Meeting Date: February 4, 2020

Prepared by: Nancy S. Abts, AICP, City Planner

Attachments: Draft 2020 Schedule

Policy Consideration:

The Parks and Recreation Committee should review the draft schedule for the 2020 Music & Movies in the Park events.

Background:

Concerts & Presentations "Anchor" performances include the Teddy Bear Band on June 9, the first Tuesday of the series, and the Classic Big Band on July 14. Led Penny, a band that includes Osseo resident Dan Penny and other family members with Osseo ties, is planned for July 7 for the start of the Farmers Market. Concert rain dates are proposed for June 30 and August 18, with movies scheduled for later the same evening. **The Parks & Recreation Committee should review the draft schedule and offer comments.** The schedule will need to be approved by the City Council before it can be promoted.

Movies

There are restrictions on when Disney, Pixar, and Marvel films can be screened. The dates for these restrictions are not known yet. The 2019 availability was announced in December 2018, so hopefully the 2020 dates will be published soon. However, the Committee has identified dates when a movie would be shown. New-release Disney movies tend to be the most popular. **The Parks & Recreation Committee should review the draft schedule and offer comments.** If other films are desired, **the Committee could suggest specific films that could be considered for the schedule.**

Staff recommends the City again hire an attendant to help screen the movies. Alternatively, there are companies like Twilight Zone Outdoor Cinema Services that provide turn-key outdoor movie screenings. However, the cost per event ranges from \$1,100-\$2,900 depending on screen size.

Food Trucks

The subcommittee recommends hosting food trucks again this year. The process should be similar to what was followed last year, with a refundable deposit but no separate charge for participation. There has been good interest to date, and if there are not enough trucks to host a different vendor each week several have expressed interest in returning for multiple weeks. **The Parks & Recreation Committee should review and comment on Food Trucks for 2020.**

Staffing

Ed Columbus, who has volunteered to help with movie screenings and serve as the event MC for several years, will be out of town for some of the events. Ed reports he is looking for another volunteer to help fill this role.

Budget or Other Considerations:

The preliminary budget includes estimated costs and revenues from donations. With an approximate cost of \$400 for each movie, the total fee for planned programming is around \$7,350. Approximately \$1,600 will be needed for music licensing, promotional materials, and staffing. Based on the amounts received in 2019, donations could provide close to this number. If donations allow, it may be possible to add free face painting prior to the Teddy Bear Band performance to help kick off the season. The cost is around \$75 per hour.

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

Options:

The Parks and Recreation Committee may choose to:

1. Recommend the City Council approve the proposed schedule and expenses not-to-exceed \$9,500;
2. Recommend the City Council approve the schedule and expenses, with noted changes/as amended;
3. Recommend the City Council deny the proposed schedule;
4. Table action on this item for more information

Recommendation/Action Requested:

Staff recommends the Committee choose option 1.

Next Steps:

The schedule will be referred to the City Council for approval. Events can be promoted in the Spring newsletter (delivered to mailboxes February 28; publication deadline February 14)

Music & Movies in the Park: 2020 Preliminary Scheduling & Budget

| Tuesdays | Sunset | Performance | Movie | Approx. Costs | Food Truck | Scheduling Notes |
|----------|---------|---|--|---------------|-------------------------------------|------------------------------|
| 2-Jun | 8:56 PM | | | | | ISD 279 Last Day 6/5 |
| 9-Jun | 8:59 PM | Teddy Bear Band | | \$ 1,450 | Yummy Tummy | Parnassus Last Day 6/11 |
| 16-Jun | 9:04 PM | Beyond the Trees | | \$ 200 | Café Cairo | |
| 23-Jun | 9:05 PM | Bluedog | | \$ 500 | GI Joes | |
| 30-Jun | 9:04 PM | Rain Date #1 | <i>A Beautiful Day in the Neighborhood</i> | \$ 465 | | Independence Day - Break? |
| 7-Jul | 9:00 PM | Led Penny | <i>Aladdin</i> | \$ 1,065 | Brick Oven Bus | |
| 14-Jul | 8:58 PM | Classic Big Band | | \$ 1,700 | New Bohemia | |
| 21-Jul | 8:52 PM | TBD | <i>Playing with Fire</i> | \$ 665 | Mad Max Steak Bites | |
| 28-Jul | 8:44 PM | Dirty Shorts Brass Band | | \$ 450 | | |
| 4-Aug | 8:33 PM | Night to Unite - DJ | | | | |
| 11-Aug | 8:22 PM | Spark School of Music | <i>Coco</i> | \$ - | Kabomelette | |
| 18-Aug | 8:11 PM | Rain Date #2 | <i>Maleficent</i> | \$ 465 | | |
| 25-Aug | 7:59 PM | Snake Discovery | <i>Frozen II</i> | \$ 730 | | Parnassus Classes Start 8/25 |
| 1-Sep | 7:46 PM | | | | | ISD 279 Classes Start 9/6 |
| | | | | \$ | 7,690 | |

Other Costs

| | |
|-----------------------|---------------------------------------|
| Music Licensing Fees | \$ 800 |
| Promotional Materials | Rack cards, newsletter article \$ 350 |
| Movie Staffing | Staff (Movie attendant) \$ 400 |

2020 Programming Total (est.) \$ 9,240

Funding: Projected Donation Requests

| | | |
|------------------------------------|----------|----------------------------------|
| Lions | \$ 3,000 | Emailed / mailed to Ken 12/23/19 |
| Fire Department Relief Association | \$ 2,000 | Emailed to Dave 12/26/19 |
| NW Area Jaycees | \$ 1,250 | Received |
| Osseo Maple-Grove Legion | \$ 1,500 | Received |
| OMGHA | \$ 1,500 | Received |

Projected 2020 Donation Total \$ 9,250

Projected 2020 Balance \$ 10



Osseo Parks & Recreation Committee Meeting Item

| | |
|----------------------|---|
| Agenda Item: | 2020 Youth Sports Classes |
| Meeting Date: | February 4, 2020 |
| Prepared by: | Nancy S. Abts, AICP, City Planner |
| Attachments: | 2020 Schedule Proposal 2017-2019 Schedule Summaries Proposed 2020 Extension of Service Provider Agreement |

Policy Consideration:

The Parks & Recreation Committee should consider a proposal for 2020 youth recreation classes provided by RevSports.

Previous Action or Discussion:

The Parks and Recreation Committee reviewed preliminary feedback on the 2019 season at their October 8 meeting.

Background:

For the past three 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. The City takes registrations in-house and forwards information to RevSports before programs start. RevSports handles all staffing and logistics. A summary of the 2017-2019 schedules, as well as the 2020 proposal, is attached.

Schedule

RevSports is proposing continuing with 5-week program sessions. Because there has been limited use of make-up days scheduled after weather-related cancellations, RevSports proposes instead to offer vouchers for participation in a future class in the same year.

Pricing

In 2019, the City adjusted registration rates for residents and non-residents. **The Parks & Rec Committee should discuss whether to continue the \$50 non-resident, \$35 resident program fees for 2020.** For 2020, RevSports requests a slight increase in the amount the City pays per class, moving from \$40.00 to \$42.50 per student.

If all proposed programs for Sessions 1-3 are enrolled at the minimum of 6 students per class, there would be 288 participants, and the City would pay RevSports \$12,240 for providing the programming. Under the proposed registration charges, the City would net a little over \$850 on the program (assuming the Osseo-resident participation rate remains approximately 30 percent).

Registration process

In 2019, the City offered online registrations by adding a module to our existing online utility payment service. This worked very well; although paper forms were provided at City Hall, all participants ultimately registered online. There

is some staff time involved in setting up the online registration system, but many details should carry over from last year.

The switch to online registration did lead to higher credit card processing fees, but the increased program cost for non-residents ultimately made the program revenue positive for the season.

Budget or Other Considerations:

The approved 2020 budget shows expenditures of \$13,000 and revenue of \$13,500 for Youth Recreation Fees. This is very close to the expenditures and revenues the City could expect to see from RevSports programming alone in 2020; it does not include funds for the Recreation Rebate program or daycamp programs.

City Goals Met By This Action:

- Promote a healthy and high quality standard of living
- Adapt to changing demographics of the community
- Provide a variety of activities for all citizens with continued and new City events and programs

Options:

Discussion topics:

1. **Schedule: Any necessary changes?**
2. **Pricing: Continue to offer \$50 non-resident, \$35 resident program fees?**

Following discussion, the Parks and Recreation Committee may choose to *make the following recommendation* to the City Council:

1. Provide summer recreation programs in partnership with Revolutionary Sports as discussed;
2. Decline to provide summer recreation programs in partnership with Revolutionary Sports;
3. 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. If the Council approves a program at their February 10 meeting, details can be included in the Spring 2020 Osseo Outlook newsletter.

2020 Youth Recreation Classes

| Mondays | | | | |
|--|-----------|----------|------------|---------------|
| | Time | Sport | Sport | Sport |
| <u>Session 1</u> June 1, 8, 15, 22, 29 | 5:30-6:00 | Soccer | Softball | |
| | | Ages 2-3 | Age 4-6 | |
| | 6:00-6:45 | Soccer | Softball | Lacrosse |
| | | Ages 3-5 | Age 6-9 | Ages 3-5 |
| | 6:45-7:30 | Soccer | Softball | Lacrosse |
| | | Ages 5-8 | Ages 9-23 | Ages 5-8 |
| <u>Session 2</u> July 6, 13, 20, 27, Aug. 3 | 5:30-6:00 | Soccer | Softball | |
| | | Ages 2-3 | Age 4-6 | |
| | 6:00-6:45 | Soccer | Softball | Lacrosse |
| | | Ages 3-5 | Age 6-9 | Ages 3-5 |
| | 6:45-7:30 | Soccer | Softball | Lacrosse |
| | | Ages 5-8 | Ages 9-23 | Ages 5-8 |
| <u>Session 3</u> Aug. 10, 17, 24, 31 Sept. 14 | 5:30-6:00 | Soccer | Basketball | |
| | | Ages 2-3 | Ages 4-6 | |
| | 6:00-6:45 | Soccer | Basketball | Flag Football |
| | | Ages 3-5 | Ages 6-9 | Ages 3-5 |
| | 6:45-7:30 | Soccer | Basketball | Flag Football |
| | | Ages 5-8 | Ages 9-12 | Ages 5-8 |
| <u>Session 4</u> Sept. 21, 28, Oct. 5, 12, 19 | 5:30-6:00 | Soccer | Basketball | |
| | | Ages 2-3 | Ages 4-6 | |
| | 6:00-6:45 | Soccer | Basketball | Flag Football |
| | | Ages 3-5 | Ages 6-9 | Ages 3-5 |
| | 6:45-7:30 | Soccer | Basketball | Flag Football |
| | | Ages 5-8 | Ages 9-12 | Ages 5-8 |

| Wednesdays | | | | |
|--|-----------|----------|----------|-----------|
| | Time | Sport | Sport | Sport |
| <u>Session 1</u> June 3, 10, 17, 24, July 1 | 5:30-6:00 | Soccer | T-ball | Tennis |
| | | Ages 3-5 | Ages 2-3 | Ages 4-6 |
| | 6:00-6:45 | Soccer | T-ball | Tennis |
| | | Ages 4-6 | Ages 3-5 | Ages 6-9 |
| | 6:45-7:30 | Soccer | Baseball | Tennis |
| | | Ages 6-9 | Ages 5-8 | Ages 9-12 |
| <u>Session 2</u> July 8, 15, 22, 29, Aug. 5 | 5:30-6:00 | Soccer | T-ball | Tennis |
| | | Ages 3-5 | Ages 2-3 | Ages 4-6 |
| | 6:00-6:45 | Soccer | T-ball | Tennis |
| | | Ages 4-6 | Ages 3-5 | Ages 6-9 |
| | 6:45-7:30 | Soccer | Baseball | Tennis |
| | | Ages 6-9 | Ages 5-8 | Ages 9-12 |
| <u>Session 3</u> Aug. 12, 19, 26, Sept. 2, 9 | 5:30-6:00 | Soccer | T-ball | |
| | | Ages 3-5 | Ages 2-3 | |
| | 6:00-6:45 | Soccer | T-ball | |
| | | Ages 4-6 | Ages 3-5 | |
| | 6:45-7:30 | Soccer | Baseball | |
| | | Ages 6-9 | Ages 5-8 | |
| <u>Session 4</u> Sept. 16, 23, 30, Oct. 7, 21 | 5:30-6:00 | Soccer | T-ball | |
| | | Ages 3-5 | Ages 2-3 | |
| | 6:00-6:45 | Soccer | T-ball | |
| | | Ages 4-6 | Ages 3-5 | |
| | 6:45-7:30 | Soccer | Baseball | |
| | | Ages 6-9 | Ages 5-8 | |

2017-2019 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) | Key * Full enrollment Program was cancelled due to low enrollment | |
| | | 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 | Soccer TotStars* (ages 2-3, parent child) | Flag Football KinderStars- (ages 4-6, parent child) | | |
| | | 6:00-6:45 | Soccer KinderStars* (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 | Soccer PreStars* (ages 3-5, parent-child) | PreStars T-Ball* (ages 3-5, parent-child) | Lacrosse MiniStars (ages 5-8) | Ninja Warrior PreStars* (ages 3-5, parent-child) |
| | | 6:45-7:30 | Soccer MiniStars (ages 5-8) | KinderStars Coach Pitch* (ages 4-6) | Lacrosse SkillStars (ages 8-12) | Ninja Warrior MiniStars* (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) | PreStars T-Ball* (ages 3-5, parent-child) | Flag Football MiniStars* (ages 5-8) | Ninja Warrior PreStars* (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) | Basketball KinderStars* (ages 4-6) | Flag Football MiniStars* (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) |
| 2019 | 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 PreStars* (ages 3-5, parent child) | 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 | Soccer TotStars- (ages 2-3, parent child) | TotStars T-ball* (ages 2-3, parent child) | | |
| | | 6:00-6:45 | Soccer PreStars* (ages 3-5, parent child) | PreStars T-ball* (ages 3-5, parent child) | | |
| | | 6:45-7:30 | Soccer KinderStars (ages 4-6, parent child) | Baseball KinderStars (ages 4-6, parent involved) | | |

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) |
| | |
| | |
| | |
| Soccer TotStars (ages 2-3, parent child) | Baseball TotStars T-ball (ages 2-3, parent child) |
| Soccer PreStars* (ages 3-5, parent child) | PreStars T-ball* (ages 3-5, parent child) |
| Soccer KinderStars (ages 4-6, parent child) | Baseball KinderStars (ages 4-6, parent involved) |
| Soccer TotStars* (ages 2-3, parent child) | Flag Football KinderStars (ages 4-6, parent child) |
| Soccer PreStars (ages 3-5, parent child) | Flag Football MightyStars (ages 6-9) |
| Soccer MightyStars (ages 6-9) | Flag Football SkillStars- (ages 8-12) |

EXTENSION OF AGREEMENT FOR SERVICES

For good value, this Extension of Agreement for Services is made by and between the City of Osseo, a Minnesota municipal corporation ("City") and Revolutionary Sports, LLC ("Provider").

WHEREAS, a certain Agreement between the parties was effective April 25, 2017 through December 31, 2017, and was subsequently extended through December 31, 2018, and through December 31, 2019, and

WHAREAS, the parties want to extend and continue said Agreement; and

WHEREAS it is agreed that said Agreement is extended for an additional term commencing upon the expiration of the original term and shall now expire on December 31, 2020.

NOW, THEREFORE BE IT RESOLVED that this extension shall be on all other terms and conditions as stated in the original Agreement, except that APPENDIX A and APPENDIX B are modified as attached.

This extension Agreement shall be binding upon the parties, their successors, and personal representatives.

IN WITNESS WHEREOF, City and the Provider have executed this Extension of Agreement for Services, effective as of this 10th day of February, 2020.

CITY OF OSSEO

Dated: _____

By: _____
Its: Mayor

Dated: _____

By : _____
Its: City Clerk

PROVIDER

Dated: _____

APPENDIX A-4: CLASSES

The City retains the right to cancel any Services without cost fourteen (14) days prior to the first date of the Services.

| Mondays | | | | | Wednesdays | | | | |
|------------------------------|-----------|----------|------------|---------------|------------------------------|-----------|----------|----------|-----------|
| | Time | Sport | Sport | Sport | | Time | Sport | Sport | Sport |
| <u>Session 1</u> | 5:30-6:00 | Soccer | Softball | | <u>Session 1</u> | 5:30-6:00 | Soccer | T-ball | Tennis |
| June 1, 8, 15, 22, 29 | | Ages 2-3 | Age 4-6 | | June 3, 10, 17, 24, July 1 | | Ages 3-5 | Ages 2-3 | Ages 4-6 |
| | 6:00-6:45 | Soccer | Softball | Lacrosse | | 6:00-6:45 | Soccer | T-ball | Tennis |
| | | Ages 3-5 | Age 6-9 | Ages 3-5 | | | Ages 4-6 | Ages 3-5 | Ages 6-9 |
| | 6:45-7:30 | Soccer | Softball | Lacrosse | | 6:45-7:30 | Soccer | Baseball | Tennis |
| | | Ages 5-8 | Ages 9-23 | Ages 5-8 | | | Ages 6-9 | Ages 5-8 | Ages 9-12 |
| | | | | | | | | | |
| <u>Session 2</u> | 5:30-6:00 | Soccer | Softball | | <u>Session 2</u> | 5:30-6:00 | Soccer | T-ball | Tennis |
| July 6, 13, 20, 27, Aug. 3 | | Ages 2-3 | Age 4-6 | | July 8, 15, 22, 29, Aug. 5 | | Ages 3-5 | Ages 2-3 | Ages 4-6 |
| | 6:00-6:45 | Soccer | Softball | Lacrosse | | 6:00-6:45 | Soccer | T-ball | Tennis |
| | | Ages 3-5 | Age 6-9 | Ages 3-5 | | | Ages 4-6 | Ages 3-5 | Ages 6-9 |
| | 6:45-7:30 | Soccer | Softball | Lacrosse | | 6:45-7:30 | Soccer | Baseball | Tennis |
| | | Ages 5-8 | Ages 9-23 | Ages 5-8 | | | Ages 6-9 | Ages 5-8 | Ages 9-12 |
| | | | | | | | | | |
| <u>Session 3</u> | 5:30-6:00 | Soccer | Basketball | | <u>Session 3</u> | 5:30-6:00 | Soccer | T-ball | |
| Aug. 10, 17, 24, 31 Sept. 14 | | Ages 2-3 | Ages 4-6 | | Aug. 12, 19, 26, Sept. 2, 9 | | Ages 3-5 | Ages 2-3 | |
| | 6:00-6:45 | Soccer | Basketball | Flag Football | | 6:00-6:45 | Soccer | T-ball | |
| | | Ages 3-5 | Ages 6-9 | Ages 3-5 | | | Ages 4-6 | Ages 3-5 | |
| | 6:45-7:30 | Soccer | Basketball | Flag Football | | 6:45-7:30 | Soccer | Baseball | |
| | | Ages 5-8 | Ages 9-12 | Ages 5-8 | | | Ages 6-9 | Ages 5-8 | |
| | | | | | | | | | |
| <u>Session 4</u> | 5:30-6:00 | Soccer | Basketball | | <u>Session 4</u> | 5:30-6:00 | Soccer | T-ball | |
| Sept. 21, 28, Oct. 5, 12, 19 | | Ages 2-3 | Ages 4-6 | | Sept. 16, 23, 30, Oct. 7, 21 | | Ages 3-5 | Ages 2-3 | |
| | 6:00-6:45 | Soccer | Basketball | Flag Football | | 6:00-6:45 | Soccer | T-ball | |
| | | Ages 3-5 | Ages 6-9 | Ages 3-5 | | | Ages 4-6 | Ages 3-5 | |
| | 6:45-7:30 | Soccer | Basketball | Flag Football | | 6:45-7:30 | Soccer | Baseball | |
| | | Ages 5-8 | Ages 9-12 | Ages 5-8 | | | Ages 6-9 | Ages 5-8 | |
| | | | | | | | | | |

APPENDIX B-2: FEE SCHEDULE FOR REIMBURSEMENT

| | Minimum Enrollment | Bill amount per student | Maximum Enrollment |
|-----------------|------------------------------|-------------------------|--------------------|
| Evening Classes | 6/age group; 2 age groups | \$42.50 | 16 / coach |



Osseo Parks & Recreation Committee Meeting Item

| | |
|----------------------|--|
| Agenda Item: | 2020 Play-Well TEKologies STEM Daycamp |
| Meeting Date: | February 4, 2020 |
| Prepared by: | Nancy S. Abts, AICP, City Planner |
| Attachments: | 2020 Proposal Recreation Service Provider Agreement |

Policy Consideration:

The Parks & Recreation Committee should consider a proposal for 2020 STEM Daycamp.

Previous Action or Discussion:

The Parks and Recreation Committee reviewed a preliminary proposal for a LEGO-based STEM Daycamp at their December 2019 meeting.

Background:

Play-Well TEKologies proposes hosting a week-long daycamp in Osseo for youth ages 7-12, to be held August 24-28. The program will run from 9 am – 4 pm and will be held in the Fire Department Meeting Room in City Hall. According to their website, Play-Well teaches approximately 100,000 students per year in programs in 23 states, using outstanding instructors who teach year-round and make the curriculum their own, so that each program is a uniquely fun experience. Over 20,000 LEGO pieces are provided for each camp. The curriculum is designed by engineers and refined by teachers. Other Minnesota Summer Camp program locations include Bloomington, Eden Prairie, Hopkins, Minnetonka, St. Louis Park, and Wayzata. During the school year, Play-Well also offers programs through Osseo Area Schools Community Education.

Pricing

Play-Well will invoice the City \$250 per participant. **The Parks & Rec Committee should discuss whether to offer a subsidy for Osseo residents participating in the camp, and/or if the program would qualify for the proposed Recreation Rebate for ages 9-12.**

Registration process

Online registration is proposed. Registration is proposed to open Monday, March 2nd, after program details are published in the spring newsletter on delivered on Friday, February 28.

Budget or Other Considerations:

The approved 2020 budget shows expenditures of \$13,000 and revenue of \$13,500 for Youth Recreation Fees. This is very close to the expenditures and revenues the City could expect to see from RevSports programming alone in 2020; it does not include funds for the Recreation Rebate program or daycamp programs.

City Goals Met By This Action:

- Promote a healthy and high quality standard of living
- Adapt to changing demographics of the community
- Provide a variety of activities for all citizens with continued and new City events and programs

Options:**Discussion topics:**

Pricing: Setting a subsidized resident rate, and/or whether the program would qualify for the proposed Recreation Rebate for ages 9-12.

Following discussion, the Parks and Recreation Committee may choose to *make the following recommendation* to the City Council:

1. Provide summer recreation programs in partnership with Play-Well TEKnologies as discussed;
2. Decline to provide summer recreation programs in partnership with Play-Well TEKnologies;
3. 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. If the Council approves a program at their February 10 meeting, details can be included in the Spring 2020 Osseo Outlook newsletter.



LEGO-inspired
engineering classes
for kids K-8

Play-Well TEKnologies

Letter Of Agreement

2020 Courses

Organization

City of Osseo

415 Central Ave
Osseo, MN 55369

Play-Well Contact

Primary Contact

Rob Angcay - Regional Manager

Phone: (W) 720.515.8582

Email: rob@play-well.org

Business Office

224B Greenfield Avenue

San Anselmo, CA 94960

Phone: (W) 415.578.2746

Play-Well TEKnologies

Letter Of Agreement

2020 Courses

Program Location

City of Osseo

415 Central Ave
Osseo, MN 55369

Site Phone: 763-425-1454

City of Osseo Course Dates

| Title / ID | Ages | Dates | Times | Price | Min/Max |
|--|---------------|---|--------------------|------------------------|---------|
| STEM Challenge + Jedi w/ LEGO® Materials: FULL DAY ID: 85074 | Ages: 7 to 12 | 8/24/20 - 8/28/20 Weekdays 5 Sessions | 9:00am - 4:00pm | Play-Well: \$250.00[*] | 11 / 24 |

[*] Price Per Course Per Participant

City of Osseo Course Descriptions

STEM Challenge + Jedi w/ LEGO® Materials: FULL DAY

Gear up for a full-day LEGO® camp packed with hands-on and minds-on STEM fun! In this challenge based program, build dizzying Teacup Rides, customized Cuckoo clocks, and the historic Wright Flyer. Then use the force to raise your X-Wing from the Dagobah swamp, challenge the AT-AT walkers on Hoth, and fly the Millennium Falcon through the Kessel Run. Learn about BOTH kinds of The Force in this new full-day advanced engineering camp for LEGO® fanatics!

Play-Well TEKnologies

Letter Of Agreement

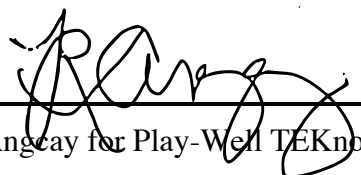
2020 Courses

Invoicing

Play Well will be responsible for invoicing the class

Please Note

1. Play-Well TEKnologies programs do not automatically continue; a new Letter of Agreement must be negotiated for new programs.
2. Programs must be conducted in a clean, indoor area on the first floor or in a room that is handicap accessible.
3. For programs held for multiple days, we prefer to use the same room each day.
4. If programs do not meet minimum enrollment, they may be combined or cancelled at our discretion. Do not automatically cancel a class that is below the minimum. Contact Play-Well first.
5. Students will not be able to keep LEGO materials. All materials used are the property of Play-Well TEKnologies and are not for sale or distribution.
6. Play-Well will provide Liability and Workers Compensation insurance verification if requested.
7. Client will collect all participant fees prior to start of program. Play-Well TEKnologies will invoice client after the program has started.
8. The Play-Well fee does not include any CLIENT markup. Please notify Play-Well Area Manager of total cost of class.
9. The first day of summer programs, we request access to the site approximately 45 minutes before, and 30 minutes every day thereafter for setup. After class, we request 15-30 minutes for cleanup.



 Rob Angay for Play-Well TEKnologies

January 3,
 2020

 Date

 City of Osseo Representative

 Date

AGREEMENT FOR SERVICES

THIS AGREEMENT FOR SERVICES (“Agreement for Services”) is made, effective as of this ____ day of _____, 20____, by and between the City of Osseo, a Minnesota municipal corporation (“City”) and Play-Well TEKnologies of 224 Greenfield Avenue, Ste. B, San Anselmo, California 94960 (“Provider”).

WITNESSETH:

WHEREAS, the City wishes to permit the Provider to recreational program at its 2020 youth recreation event series in connection with the parks and recreation activities of the City; and

WHEREAS, the Provider has expressed its willingness to provide such services;

NOW, THEREFORE, the parties hereto do mutually agree as set forth below:

- A. Services. The Provider shall provide recreational programs in the form of a series of youth LEGO classes on dates and times described in APPENDIX A (“Services”). The Provider may choose the precise format of the Services offered, but content and format should substantially match the details provided in APPENDIX A. Any content presented through the Services shall not contain any of the following: political references, sexually explicit material, or profanity.
1. Written report. The Provider shall provide the City with a written report and evaluation of the summer program within one month of the final date of Services. The report may contain recommendations for future offerings.
 2. City Responsibilities. In support of the Services, the City shall process all registrations and receive all registration fees for participants benefiting from the Services. The City shall issue reimbursements for cancellation due to low enrollment. The City will furnish the Provider with a list of registered participants at least one week prior to the class start date.
- B. Facility and Equipment. The City grants the Provider a license to use the Osseo Fire Department Meeting Room for the Services. The City shall provide tables, chairs, and access to electricity and clean water. The Provider shall be responsible for providing all other supplies, additional Providers, and any other equipment that is necessary for the Services. The City shall not be obligated to provide any other additional Providers or other facilities for the Provider.
- C. Compensation. In consideration for the Services, the City shall pay the Provider an agreed-upon amount not to exceed \$250 per participant. The Provider shall invoice the City for costs incurred. The City shall pay the Provider promptly following City Council approval of the received invoice.

- D. Promotion. The City shall be entitled to advertise and promote the Services. Provider acknowledges that the City will rely on the terms hereof in all such promotions and advertising setting for the names, dates, and times of the Services. Provider hereby acknowledges and agrees that the City may use their name, photograph(s), likeness, and other promotional materials in such promotions, advertising, or other activities used to increase participation in the Services.
- E. Instructor Requirements. Provider affirms that Provider and all personnel are eligible to work with children. Before starting services under this Agreement, Provider must provide proof to the City that all of its personnel (both paid and unpaid) that works directly with children under the age of 18 have undergone background checks as required by state law. Such proof must be acceptable to the City's Police Chief before Provider may start any services under this Agreement.
- F. Independent Contractor Status. All services provided by the Provider and any of its personnel pursuant to this Agreement shall be provided by the Provider and its personnel as independent contractors and not as employees of the City for any purpose, including but not limited to:
1. Income tax withholding;
 2. Workers' compensation;
 3. Unemployment compensation;
 4. FICA taxes;
 5. Liability for torts; and
 6. Eligibility for employee benefits.
- G. Insurance. Provider or any subcontractors of Provider shall provide a Certificate of Insurance showing proof of the following insurance to the City:
1. Commercial General Liability insurance with limits of at least \$1,500,000 per occurrence. Such policy must be endorsed to add the City as an additional insured and must be in force and effect through the term of this Agreement.
 2. Worker's compensation insurance at statutory requirements.

Provider's policies shall be primary insurance to any other valid and collectible insurance available to the City with respect to any claim arising out of Provider's service under this Agreement.

Provider's policies must contain a provision that coverage afforded under the policies shall not be cancelled without at least thirty (30) days advanced written notice to the City.

The City reserves the right to immediately terminate this Agreement if the Provider is not in compliance with the insurance requirements.

- H. Hold Harmless; Indemnification. The Provider and its personnel shall defend, indemnify, and hold harmless the City, its elected officials, employees, agents, and contractors, from and against any and all claims, costs, losses, expenses, demands, actions, or causes of action, including reasonable attorneys' fees and other costs and expenses of litigation resulting directly or indirectly on account of the Services, including the use of the Osseo Fire Department Meeting Room and any facilities or equipment that is provided by the City. Nothing in this paragraph shall be deemed to be a waiver by the City of any limitations on or immunities from liability set forth in Minnesota Statutes, Chapter 466, or otherwise.
- I. Termination. This Agreement shall terminate on December 31, 2020. This Agreement may be renegotiated or otherwise amended at any time by mutual written agreement of the parties. If the Provider fails to fulfill its obligations under this Agreement in a professional and timely manner, or otherwise violates the terms of this Agreement, the City shall have the right to immediately terminate the Agreement.
- J. Force majeure - Excuse of Obligations. City and Provider shall be excused from their obligations hereunder in the event of proven sickness, accident, riot, strike, epidemic, act of God, or any other legitimate condition or occurrence beyond their respective control.
- K. Effective Date. This Agreement shall be effective on Month, Day, 2020.
- L. Data Practices Act Compliance. Data provided to the Provider under this Agreement shall be administered in accordance with Minnesota Statutes Chapter 13, and all data on individuals shall be maintained in accordance with statutory guidelines.
- M. Entire Agreement. This Agreement, any attached exhibits and any addenda or amendments signed by the parties shall constitute the entire agreement between City and the Provider, and supersedes and revokes any other prior written or oral agreements between City and the Performer. This Agreement can only be modified in writing signed by City and the Provider.
- N. Execution in Counterparts. This Agreement may be executed in counterparts by the parties hereto.
- O. No Third Party Rights. Nothing in this Agreement shall be construed to create any right

in any person or entity not a party hereto.

- P. Assignment. The rights and obligations of the Provider pursuant to this Agreement are not to be assigned absent the written consent of the City.
- Q. No Joint Venture or Partnership Created. This Agreement shall not be construed to create a joint venture or partnership between the parties hereto.
- R. Choice of Law and Venue. This Agreement shall be governed by and construed in accordance with the laws of the state of Minnesota. Any disputes, controversies, or claims arising out of this Agreement shall be heard in the state or federal courts of Minnesota, and all parties to this Agreement waive any objection to the jurisdiction of these courts, whether based on convenience or otherwise.
- S. Authority. The undersigned individuals warrant and represent that they are authorized to execute this Agreement and, if applicable, that all necessary corporate actions have been taken to authorize execution of this Agreement.

IN WITNESS WHEREOF, City and the Provider have executed this Agreement the day and year first above written.

CITY OF OSSEO

Dated: _____

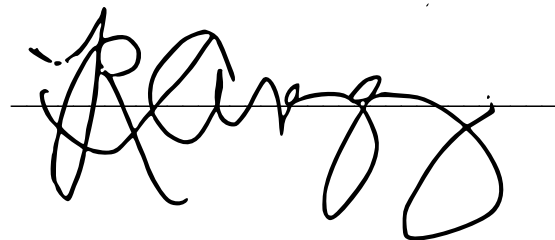
By: _____
Its: Mayor

Dated: _____

By : _____
Its: City Clerk

PROVIDER

Dated: January 8,
2020

A handwritten signature in black ink, appearing to be "K. Ring", written over a horizontal line.

APPENDIX A: LETTER OF AGREEMENT & CLASS DESCRIPTION



City of Osseo Parks & Recreation Committee Meeting Item

Agenda Item: Discuss Sipe Park Ash Tree Treatment and Replacement Demonstration

Meeting Date: December 2, 2019

Prepared by: Nancy S. Abts, AICP, City Planner

Attachments: Ash Tree Treatment and Replacement Map
Public Tree Inventory Map

Policy Consideration:

Discuss an upcoming Ash Tree Removal and Replacement Project taking place in Sipe Park. This project would be primarily funded by a grant from Hennepin County.

Since a majority of Parks & Recreation Committee members were not present at the December meeting, this item is re-presented for discussion.

Background:

Hennepin County began offering their Healthy Tree Canopy Grants in 2018. At that time, Osseo applied for and was awarded, funding to conduct an inventory of all public trees on City property and in boulevards.

In 2019, after completing the inventory, the City applied for a second Healthy Tree Canopy Grant to remove and replace ash trees in Sipe Park that are affected by Emerald Ash Borer, and to treat additional large-caliper Ash trees in the park. The application also called for working with a contractor to study the conditions that would need to be met to plant new trees in the public Right of Way.

The Parks and Recreation Committee is asked to review the plans for Sipe Park. As proposed in the grant application:

The **Ash Tree Treatment and Replacement Demonstration** will take place in Osseo's neighborhood park, located at 600 2nd Street SE in Osseo. Seven ash trees affected by or at risk of Emerald Ash Borer will be removed from the park during the winter months, while five remaining large-caliper Ash trees will be treated with insecticide. Communications pieces will be developed to explain why mature trees are being removed from the park and others treated, and to help community members learn about the threat of EAB in our area.

Members of the public will then be engaged in voting to select replacement trees. Potential replacement trees will be chosen from the County's [Recommended Tree list](#) and will be "new" species adding diversity to the City's tree canopy. City Staff will develop brief "profiles" of possible replacement species to be displayed on posters at City Hall and at public meetings, including Osseo Parks & Recreation Committee meetings, and community members will be able to vote on their preferred trees in person and online. Input will be used in developing the final planting plan. Once replacement trees are installed, they will be identified with signage, similar to the signs used to identify fruit trees at the Osseo Orchard.

This work builds on Osseo's Stage 1 Tree Inventory completed in 2019, which identified trees at-risk and affected by EAB and provided data to support phased replacement of Ash trees in city parks. The inventory also revealed a lack of diversity in the city's public tree species. The goal of removing and replacing ash trees with diverse species selected with community input will support the expected outcome of a diversified tree canopy in the park and an engaged community conversation about new tree species. It will allow community members to observe the Ash tree treatment and replacement process, and provide an opportunity for them to learn about new tree species. Community members will also be able to visit and view newly-planted trees in Sipe Park.

Trees will be watered using Sipe Park's irrigation system, supplemented with water bags as needed. Public Works will provide preventative maintenance including any necessary pruning and measures to protect the trees from equipment, including bark protection and mulch. These actions will become part of the regular maintenance for the park and will occur as needed for the foreseeable future (at least 3 years).

Once funding is approved, staff will begin messaging and public outreach about the **Ash Tree Treatment and Replacement Demonstration** at Sipe Park. Tree Removals will take place in early winter 2019 (~November-December). Staff will work over fall and winter to identify potential new trees based on selection criteria and plant availability. Between January and March, community members will be asked to review profiles of potential trees and vote on what species should be planted. Tree planting will likely occur in April-May, as weather allows.

As a follow-up to online voting, community members will be asked if they learned about new types of trees suitable for Osseo, and they will be asked about their intentions towards managing Ash trees or planting new species.

Budget or Other Considerations:

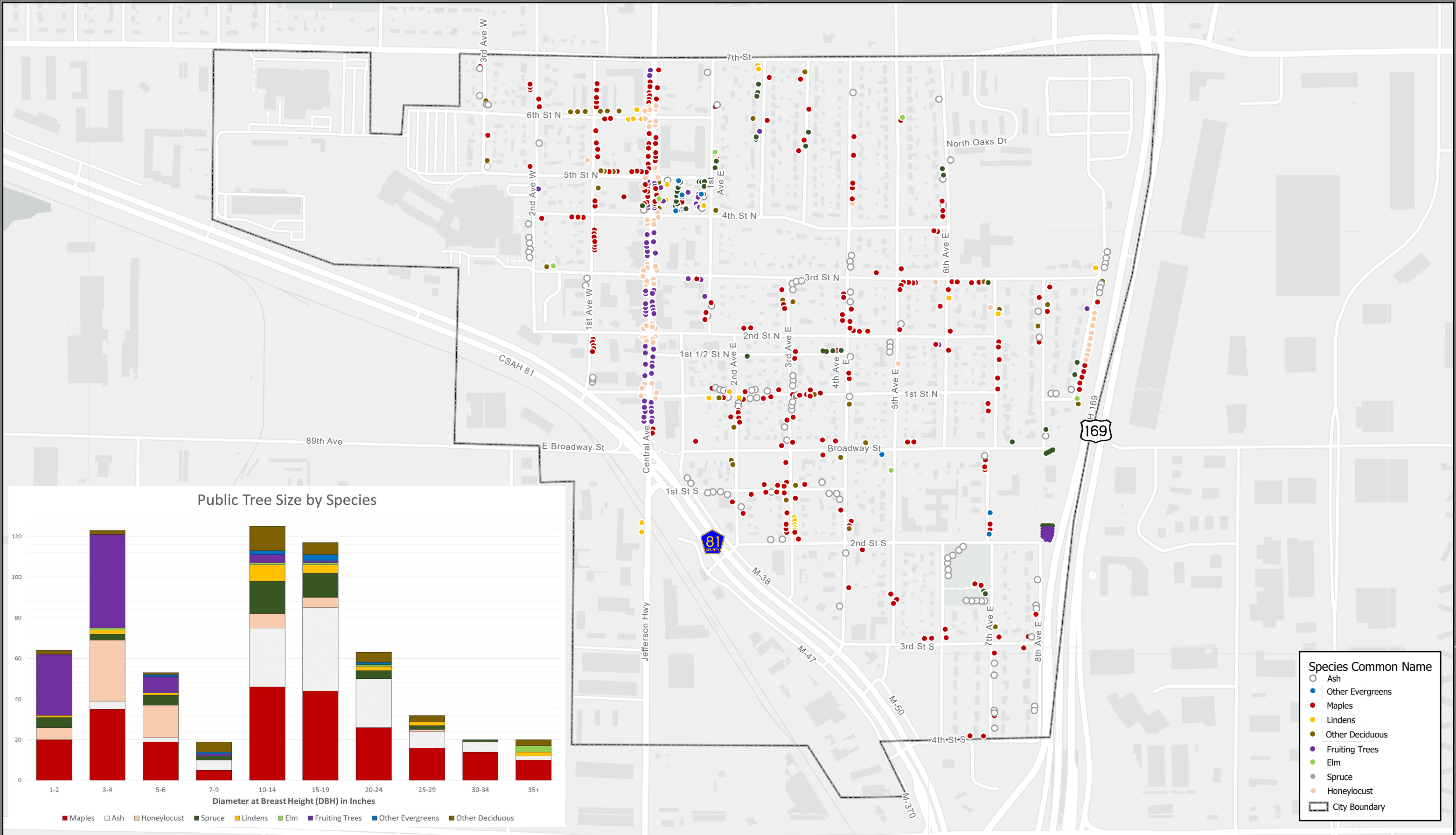
This project would be primarily funded by a grant from Hennepin County. Grant funds of \$17,000 for the total project (Ash Tree Treatment and Replacement Demonstration, as well as a separate Street Tree Study) have been approved by Hennepin County. The City will provide \$1,000 in matching funds used to purchase new trees for the park and will provide in-kind services to remove three of the ash trees, as well as conduct outreach for the project.

City Goals Met By This Action:

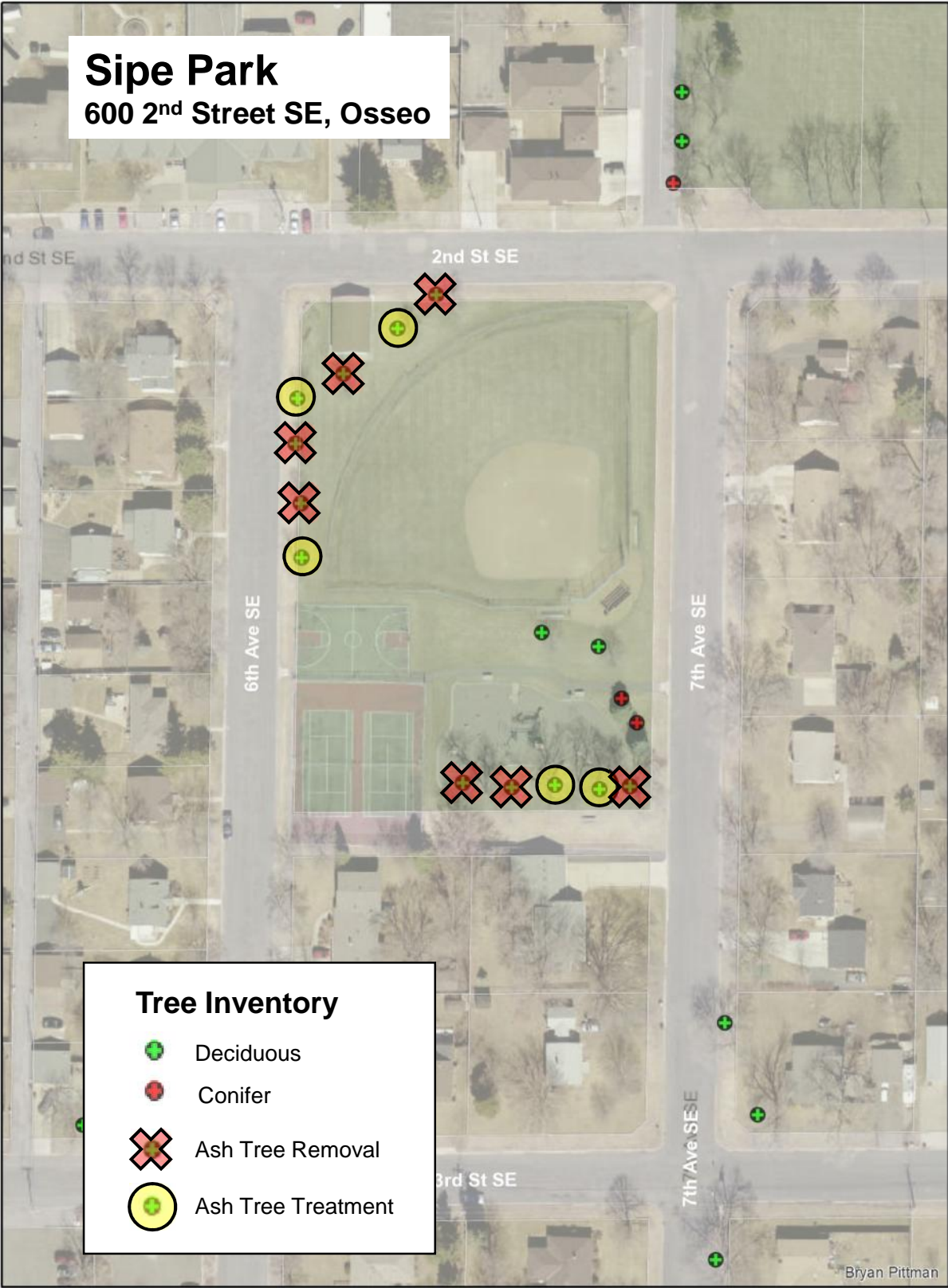
- Improve the City's aging and deteriorating infrastructure
- Increase communication with citizens and encourage citizen engagement
- Promote a healthy and high quality standard of living
- Increase inter-governmental cooperation and the sharing of City services

Recommendation/Action Requested:

Staff recommends the Parks & Recreation Committee discuss the **Ash Tree Treatment and Replacement Demonstration** in Sipe Park.



Ash Tree Treatment and Replacement Demonstration: Site



You're invited to the

Osseo Fire Department

Relief Association's annual

Fireman's Dance

at

The Osseo American Legion
260 4th Ave SE, Osseo, MN

Friday, February 14th, 2020
8:00 pm - Midnight



featuring:



Silent Auction &

Live Music
by "Skitzo Fonik"

We kindly request a donation at the door.

Car Seat Clinic

**Date:**

Tuesday March 3, 2020
4:00 p.m. - 7:00 p.m.

Location:

Osseo Public Works Facility
800 Broadway Street E.

Free

**Event Information**

North Memorial Health and Safe Kids Northwest Metro Minneapolis are hosting child and booster seat safety clinics. Nationally certified technicians will teach you how to install and use child car restraints correctly.

There is no charge for clinics – donations are accepted.

Please call [763-581-3740](tel:763-581-3740) to schedule an appointment.

Minnesota Presidential Nomination Primary



New this year – Vote for your party’s presidential nominee in a statewide presidential primary

● **Presidential Primary Day March 3, 2020**

How to vote

- Absentee vote in-person or with a mail-in ballot
January 17 through March 2
- Vote on the Presidential Primary Day (March 3)
at your neighborhood polling location
- Indicate party of choice when voting in
person or requesting an absentee ballot
for the presidential primary

Online resources

Find voting locations, request your absentee ballot,
register to vote, or get other resources here:

Minnesota Secretary of State
mnvotes.org

Hennepin County Elections
hennepin.us/elections

**Important
2020 Election Dates**



Important 2020 Election Dates

*Presidential Nomination
Primary dates*

● **January 17**
Absentee voting begins

○ **February 11**
Pre-register to vote
by 5 p.m.

○ **February 29**
Extended hours for
absentee voting

○ **March 2**
In-person absentee
voting closes at 5 p.m.

● **March 3**
**Presidential nomination
primary day**, polls open
7 a.m. to 8 p.m.

State Primary dates

● **June 26**
Absentee voting begins

○ **July 21**
Pre-register to vote
by 5 p.m.

○ **August 8**
Extended hours for
absentee voting

○ **August 10**
In-person absentee
voting closes at 5 p.m.

● **August 11**
Primary election day,
polls open 7 a.m. to 8 p.m.

General Election dates

● **September 18**
Absentee voting begins

○ **October 13**
Pre-register to vote
by 5 p.m.

○ **October 31**
Extended hours for
absentee voting

○ **November 2**
In-person absentee
voting closes at 5 p.m.

● **November 3**
General election day,
polls open 7 a.m. to 8 p.m.

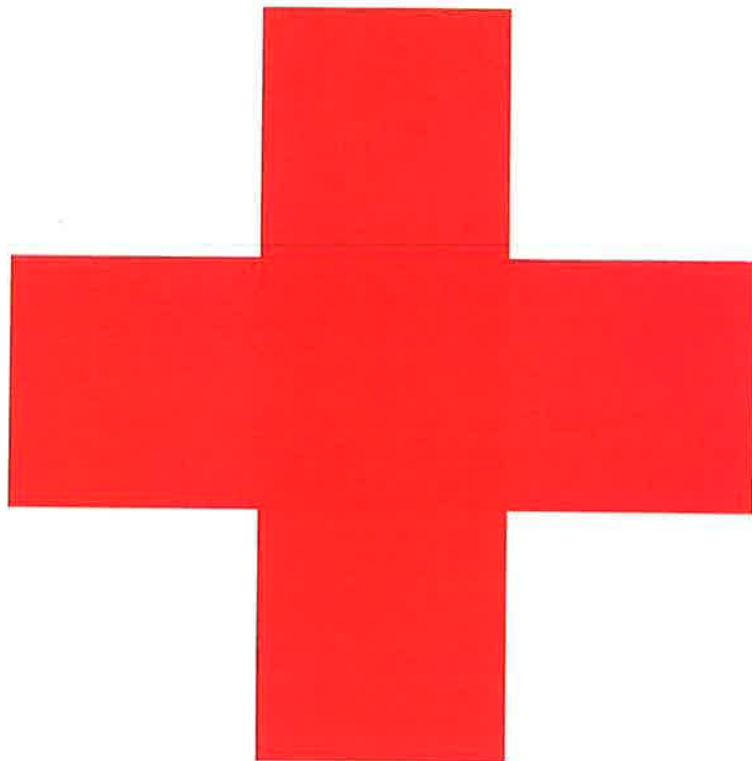
Hennepin County Elections
hennepin.us/elections



Give blood.

Every 2 seconds someone
in the U.S. needs blood.

American Red Cross



City of Osseo Blood Drive

Osseo City Hall

Community Center

Room A

415 Central Avenue - Osseo

WEDNESDAY, MARCH 25, 2020

1:00 p.m. to 7:00 p.m.

Appt/Info: Call 1-800-RED CROSS (733-2767) or visit RedCrossBlood.org
enter Sponsor Code: CITYOFOSSEO