

**OSSEO CITY COUNCIL  
WORK SESSION MINUTES  
June 27, 2022**

1. CALL TO ORDER

Mayor Duane Poppe called the work session of the Osseo City Council to order at 6:03 p.m. on Monday, June 27, 2022.

2. ROLL CALL

Members present: Councilmembers Juliana Hultstrom, Harold E. Johnson, Larry Stelmach, Alicia Vickerman, and Mayor Duane Poppe.

Members absent: None.

Staff present: City Administrator Riley Grams, Community Management Coordinator Joe Amerman, Ann Schneider, Community Event Coordinator, Alyson Fauske, WSB & Associates.

3. AGENDA

Council agreed to discuss the work session items.

4. DISCUSSION ITEMS

A. REVIEW COMMUNITY CENTER POLICY

Amerman stated at the May 23, 2022, Council meeting, the Council heard an agenda item proposing to revise the City's Community Center Rental Policy, particularly in regard to the way alcohol caterers are or aren't allowed to operate in the Community Center. At that time the Council's decision was to schedule a larger discussion of the Community Center Policy for a future work session. In the meantime, Staff including Grams, Amerman, Schneider, and Administrative Assistant Broden met to discuss what portions of the Community Center policy were in need of being updated, and what could be done to improve them. Based on that discussion, five recommendations are being proposed.

1. Increased rental rates
2. Formalize cleanup charges
3. Holding a credit card on file
4. Increased pay for cleanup
5. Temporary alcohol catering permits

Amerman reviewed these recommendations in further detail with the Council and requested feedback on how to proceed.

Hultstrom commented she would like to see the weekend cleaning pay rate increasing from \$60 to \$100.

Johnson supported this recommendation. He recommended the temporary alcohol catering permit fee be at least \$100.

Stelmach questioned how staff landed on the \$50 fee for the temporary alcohol permit. Amerman stated this was the fee being charged by other communities in the area.

Stelmach asked how many days a month cleaning was required on the weekends. Coordinator Schneider stated this depended on the number of parties scheduled at the community center. She reported the Community Center was currently being booked for graduation parties and some of these events go until 10:00 p.m. She commented further on the number of hours that it takes to clean the Community Center after an event.

Stelmach indicated he supported increasing the weekend cleaning pay rate to \$100 and suggested the temporary alcohol catering permit fee being \$100 as well. Grams commented this fee would more than likely be passed onto the renter.

Stelmach stated he was comfortable with this and appreciated the fact the City was trying new things.

Vickerman questioned what the City needed to be reimbursed for when hosting events at the Community Center. Grams stated the City purchased all new tables and chairs five years ago and noted carpeting was needed on occasion, along with vacuums.

Vickerman asked who locks the doors after an event at the Community Center. Coordinator Schneider reported the doors lock automatically and she does not have to come to the Community Center to lock up after events.

Stelmach indicated he supported the idea of holding a credit card on file for events at the Community Center. He reported the City would want to be very transparent about what fees are charged to people using the Community Center. Coordinator Schneider reported she clearly documents and takes pictures for all cleaning fees if there are overages.

Hultstrom inquired if \$100 would be sufficient to cover her time cleaning the Community Center on the weekends. Coordinator Schneider stated this would be more than generous for her time. She reported she was not in this position for the money, but rather she loves Osseo and wanted the Community Center for the seniors.

Johnson questioned how much revenue the City made off Community Center rentals versus the expenses charged against the space. Grams reviewed the revenues and expenditures for the Community Center for 2021.

Johnson supported the City having a higher rental rates for non-residents wanting to use the Community Center.

Hultstrom agreed.

Vickerman commented she would like to see the City charging \$150 for weekdays and \$300 on weekends for non-residents.

Johnson stated he would prefer to have the temporary alcohol permit fee being \$100.

Poppe questioned if it made sense to have this fee so high, when residents could hire a food truck and block off their street for a \$50 fee. Grams reported it took staff the same amount of time to review a special events permit as it would a temporary alcohol permit.

The Council supported charging damage deposits of \$250 for all non-resident parties without alcohol and \$350 for events needing an alcohol permit, with the alcohol permit being \$50.

#### B. DISCUSS 2023 STREET RECONSTRUCTION PROJECT

Alyson Fauske, WSB & Associates, stated the 2023 street reconstruction project includes the reconstruction of several streets on the east side of the city: 8th and 9th Avenues NE, Broadway Street NE, and 3rd Street NE. As work on the preliminary plans begins, City Council direction regarding the installation of sidewalks is requested. Maps are enclosed to provide the Council a representation of the 2023 project area and the city's sidewalk network as of 2018 (additional sidewalks were added with the 2020 project). The right of way widths in the project corridor are between 60' and 66', which are as wide or wider than the right of way widths in the 2020 project where sidewalks were installed. From a preliminary design standpoint, placement of sidewalk in the 2023 project would look similar to the 2020 project. She commented further on the 2023 Street Reconstruction Project and requested feedback from the Council on how to proceed.

Vickerman asked if there was any right-of-way along 9<sup>th</sup> Avenue to create a greenway past the cemetery up to 93<sup>rd</sup>. Ms. Fauske stated she would have to investigate this further.

Stelmach commented he walks this route and noted it would be nice to have a sidewalk along 93<sup>rd</sup>. He suggested a back to curb sidewalk be considered for maintenance/snow removal purposes.

Johnson stated he opposed thinking about having a sidewalk on 9<sup>th</sup> Avenue because the current process would require the City to assess the 9<sup>th</sup> Avenue residents.

Hultstrom reported this was her neighborhood and she sees lots of people out walking. She noted some were in the street, some were in the grass. She indicated she would hate to see this green space filled with concrete if it wasn't used. She anticipated there were very few people that would use a sidewalk to get to town.

Further discussion ensued regarding the risks of having bicycles on sidewalks.

Council consensus was to include a sidewalk along 93<sup>rd</sup> in the feasibility study.

#### 5. ADJOURNMENT

The Work Session adjourned at 6:57 p.m.

Respectfully submitted,

Heidi Guenther

*Minute Maker Secretarial*