



Osseo City Council Meeting

AGENDA

REGULAR MEETING
Monday, April 24, 2017
7:00 p.m., Council Chamber

MAYOR: DUANE POPPE COUNCILMEMBERS: HAROLD E. JOHNSON, MARK SCHULZ, LARRY STELMACH, ANNE ZELENAK

1. **Call to Order**
2. **Roll Call [quorum is 3]**
3. **Pledge of Allegiance**
4. **Approval of Agenda [requires unanimous additions]**
5. **Consent Agenda [requires unanimous approval]**
 - A. Receive EDA Minutes of April 10
 - B. Approve Council Minutes of April 10
 - C. Receive March American Legion Gambling Report
 - D. Receive March Fire Relief Association Gambling Report
 - E. Receive March Lions Club Gambling Report
 - F. Approve Duffy's Bar & Grill Outdoor Event on May 20
 - G. Approve Duffy's Bar & Grill Outdoor Event on July 15
 - H. Receive March Fire Report
 - I. Receive Planning Commission Minutes of April 17
 - J. Receive March Osseo Maple Grove Hockey Association Gambling Report
6. **Matters from the Floor**
7. **Special Business**
 - A. Update on Osseo North Water Tower Historical Nomination Process – Alexa McDowell (AKAY Consulting) & Kathleen Gette
 - B. Approve InterMarque Vintage Foreign Car Show and Craft Fair – May 13
 - C. Accept Donations to Gateway Sign Fund (Resolution)
 - D. Accept Donation to Movies/Music in the Park (Resolution)
 - E. Accept Donation to Spring Food Truck Event (Resolution)
 - F. Accept Donation to Beautification/Flower Fund (Resolution)
8. **Public Hearings**
9. **Old Business**
 - A. Approve Agreement with Revolutionary Sports for 2017 Youth Recreation Programs
 - B. Approve Subsidies for 2017 Youth Recreation Programs
10. **New Business**
 - A. Approve Osseo Spring Opener Event – May 20
 - B. Approve Accounts Payable
11. **Administrator Report**
12. **Council and Attorney Reports**
13. **Adjournment**

The City of Osseo's mission is to provide high-quality public services in a cost-effective, responsible, innovative, and professional manner given changing needs and available resources.

Announcements:

City Clean Up Day – April 29

Northwest Hennepin Human Services Council Annual Event – May 10 (in Brooklyn Park)

Citywide Garage Sale – May 11-14

InterMarque Vintage Foreign Car Show and Craft Fair in the Park – May 13

Spring Food Truck Event – May 20

**OSSEO ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
April 10, 2017**

1. ROLL CALL

President Todd Woods called the regular meeting of the Osseo Economic Development Authority to order at 6:00 p.m., Monday, April 10, 2017.

Members present: Juliana Hultstrom, Harold E. Johnson, Dan LaRouche, Duane Poppe, Mark Schulz, Larry Stelmach, and Todd Woods.

Members absent: None.

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

Others present: None.

2. APPROVAL OF AGENDA

A motion was made by Schulz, seconded by Stelmach, to approve the Agenda as presented. The motion carried 7-0.

3. APPROVAL OF MINUTES – MARCH 13, 2017

A motion was made by Schulz, seconded by Hultstrom, to approve the minutes of March 13, 2017, as presented. The motion carried 7-0.

4. MATTERS FROM THE FLOOR – None.

5. PUBLIC HEARINGS – None.

6. ACCOUNTS PAYABLE

Executive Director Riley Grams presented the EDA Accounts Payable listing.

A motion was made by Johnson, seconded by Stelmach, to approve the Accounts Payable. The motion carried 7-0.

7. OLD BUSINESS

A. DISCUSS SEWER AVAILABILITY CHARGE (SAC) DEFERRAL PROGRAM

City Planner Nancy Abts stated the Met Council allows communities to enter into an agreement to defer Sewer Availability Charges (SAC) for businesses. The deferral program allows up to 80 percent of SAC due to be deferred for up to ten years.

Abts explained regular payments plus interest are made towards the deferred SAC. Deferral is available only for projects with up to 25 SAC units. A handful of communities throughout the Metro participate in the SAC Deferral program. Communities have some leeway about how they choose to operate their programs.

Woods asked if a subcommittee would be formed to review the policies for the SAC Deferral Program. Abts did not believe this would be necessary as the Met Council would have a boilerplate agreement. She stated she would need input from the EDA on the deferrals.

Johnson stated he brought this issue to staff's attention and believed this program would be an incentive for new businesses developing in the community. He suggested the City structure its program similarly to Brooklyn Park's program.

Schulz said he was in agreement with the City pursuing a SAC Deferral Program. He recommended that property owners sign off on the deferrals if properties were rented. He stated he also did not want to see the City paying off deferred SAC fees for properties that defaulted.

Hultstrom suggested a five-year deferral program be pursued at 70 percent. She recommended that payments be made through the City's utility billing.

Chair Woods supported this recommendation.

B. DISCUSS 600 CENTRAL AVENUE

Abts discussed the potential purchase of the property at 600 Central Avenue and noted the site was currently being used for small engine repair. She explained the City has not recently acquired property for commercial redevelopment. It was noted housing projects and park expansion have different implications for costs and funding. She explained relocation benefits must be paid to property owners when Minnesota cities buy property. However, these benefits can be voluntarily waived by the seller. Staff noted the Boerboom Park properties cost approximately \$145,000, \$157,000, and \$191,000 each and the sellers of those properties waived relocation benefits.

Abts reported grant programs typically have specific goals for their funds. It can be hard to find grants to buy a property for an unspecified or unknown project. The parcels where Rochon's office building is now located were bought by the EDA in the early 2000s. Those parcels were purchased without outside funding or a clear plan for their future. The Five Central project was able to draw from "housing focused" grant programs. Grants for Five Central included federal Community Development Block Grant (CDBG) money.

Abts explained the Metropolitan Council has funds available for site acquisition with its Livable Communities grants. It was noted these grants are competitive and many other projects could apply. Site acquisition is only one eligible activity. More specific projects might have a better chance of being funded. Staff reported preliminary "concept plans" applications must be submitted by May 4, 2017. She noted the property at 600 Central Avenue may have environmental contamination from an old small engine repair shop. Environmental cleanup and investigation funds are also available. Those grants typically are awarded based on specific plans for jobs- or housing-creation.

Schulz understood this block was in need of renovation.

Woods agreed, but stated the EDA may have other priorities to address prior to purchasing this property.

LaRouche asked if there were any identified alternative uses for this property. He questioned if it was wise for the City to invest in this property when no specific use had been identified.

Schulz understood there currently was background within the Comprehensive Plan to support the EDA applying for a grant to purchase this property. Abts stated this was the case.

Johnson requested further information on the Met Council grants. Abts discussed the qualifications within the Livable Communities Program grants being offered by the Met Council.

Schulz believed the EDA had to start some place for this block but was uncertain if the timing was quite right. He said the purchase of the property at 600 Central Avenue could set the tone for future redevelopment but understood more properties would have to be purchased.

Woods agreed and stated it would be better to purchase the property prior to the current owner putting additional funds into the site.

Hultstrom indicated she would like to see the City pursue grant funding for the purchase of the property at 600 Central Avenue.

Johnson supported the EDA looking into purchasing other properties on this block as well.

The consensus of the EDA was to direct staff to look into potential grant opportunities and other funding sources for the purchase of the property at 600 Central Avenue.

C. UPDATE ON CELTIC CROSSING REDEVELOPMENT SITE

Grams stated recently several staff members, EDA President Woods, and EDA member Johnson met with representatives of Highland Management Group. Highland Management Group recently purchased the Celtic Crossing apartments and the adjacent undeveloped parcels. The purposes of the meeting were to meet our new neighbors and gain insight into any plans the group may have for the undeveloped parcels.

Grams reported Highland Management Group's plans call for building out the existing tenant spaces in the two Celtic Crossing buildings, plus subdividing larger units into smaller units. When asked about plans for the undeveloped parcels, they responded that they had no short-term plans for that site and would like to focus first on the build-out of the existing buildings. They indicated they would like to see how the rental market responded before making a decision on the undeveloped parcels. Grams stated the City would like to collaborate with the group, should the rental market continue to expand.

Schulz asked if the new owners would be interested in speaking with a developer. Woods believed the new owners wanted to take some time to evaluate the rental market in Osseo prior to making any further changes.

D. CONSIDER OSSEO FOOD TRUCK SPRING EVENT

Grams stated EDA President Woods and EDA member Stelmach would provide details for a proposed spring food truck and beer event in downtown Osseo on May 20, 2017.

Stelmach stated last year the EDA discussed hosting a food truck and craft beer event downtown Osseo. He explained the Lions Club would assist with beer sales. He discussed the objective for the food truck event and believed this would appeal to a wide range of individuals and promote the City and Osseo businesses. He suggested the event be held on Central Avenue, with the beer garden held near Osseo Sports.

Woods explained the food trucks had been placed surrounding the park, which is where the beer garden and music would be located.

Stelmach recommended the food truck event be held on Saturday, May 20. He recommended non-typical food be brought into the City, such as sushi, gourmet, and southwest food. He indicated he was pursuing musicians to perform for the event and wanted to see the high school band participate.

Bruce Neumann, Osseo Lions Club, described how the Lions could assist in providing a variety of beer for the proposed food truck event. He stated the Lions would oversee the beer sales and noted the Lions had a 20' by 20' tent. He reported he had applied for a liquor license with the City for this event. He encouraged the EDA to consider sponsoring this event.

Stelmach discussed the numerous ways the event would be marketed to the community. Woods indicated the event could be published in the *Growler* free of charge and recommended an ad also be placed in the *Sun Focus*. He hoped to have some news coverage for the event.

Stelmach reported St. Vincent Church would allow its site to be used for overflow parking. He indicated the Lions would allow the EDA to use its chairs for the event, which means the EDA would only need to rent tables. He requested that café seating be allowed on Central Avenue during the food truck event.

Stelmach suggested a passport be created for the event in order to drive foot traffic up and down Central Avenue. He estimated the total cost for the event to be \$3,900. He anticipated the EDA could receive donations for the event from the Legion and other local sponsors. He indicated he spoke to ten local businesses and all were supportive of the event. He requested the EDA consider funding this event in order to allow marketing and promotional efforts to begin.

Johnson questioned how much of Central Avenue would be closed for the event. Woods stated the plan was fluid, but suggested Central Avenue be closed from 3rd to 5th Streets, including the park.

Johnson recommended Central Avenue be closed from 3rd Street all the way to County Road 30, since the lot at St. Vincent would be used for overflow parking.

Grams discussed the expense for the police officers for this event would be just over \$2,000. He anticipated an additional officer might be needed to direct traffic on County Road 30.

Schulz liked the idea of this being a City sponsored event. He stated he was not interested in taking this event north of 5th Street or south of 3rd Street. He liked the idea of keeping the event centered around the park. He believed the noon to 7:00 p.m. timeframe was a good timeframe.

Johnson asked if the City or the EDA would be sponsoring this event. Schulz recommended the City sponsor this event.

Johnson supported the EDA sponsoring a portion of this event. He suggested the EDA spend up to \$3,000 on the event.

Hultstrom supported the EDA sponsoring 40% of the event with the City covering the remaining 60% of expenses. She stated if the event was successful in 2017, additional sponsorships could be pursued in the coming years.

Schulz asked what type of contribution Woods and Stelmach would like to see the EDA make to this event. Woods supported a 50/50 or 40/60 split for the event. He stated he saw this more as an EDA sponsored event.

A motion was made by Johnson, seconded by Hultstrom, to direct the EDA to move forward with the May 20 Food Truck Event and that the EDA pay 50% of the costs incurred with the City Council paying the remaining 50%. The motion carried 5-0-2 (Woods and Stelmach abstained).

8. NEW BUSINESS

A. CONSIDER DONATION TO OSSEO GATEWAY SIGN FUND

Grams stated the City has been working with Scenic Signs to design and construct the Osseo Gateway Sign. In the past the EDA was asked whether or not they would like to participate in funding this project. At that time, the EDA agreed it would be a worthwhile investment to make, provided it had some review of the sign policy to ensure the policy allowed for an economic development angle. The EDA discussed a sign policy in the EDA work session meeting held at 5 p.m. this evening.

Grams reviewed the project costs and funds received to date.

Grams explained the remaining funding gap is \$58,409.15. He recommended that the EDA fund this remaining balance in order to complete the project. The total donation amount requested is \$60,000. At the end of the project, once all donations have been received and all bills have been paid, whatever is left in that fund would be transferred back to the EDA General Fund by the end of the fiscal year, leaving a zero balance in that fund.

A motion was made by Schulz, seconded by Hultstrom, to approve a donation of \$60,000 to the Osseo Gateway Sign Fund. The motion carried 7-0.

9. REPORTS OR COMMENTS: Executive Director, President, Members – None.

10. ADJOURNMENT

A motion was made by Schulz, seconded by Johnson, to adjourn at 7:09 p.m. The motion carried 7-0.

Respectfully submitted,

Heidi Guenther
TimeSaver Off Site Secretarial, Inc.

**OSSEO CITY COUNCIL
REGULAR MEETING MINUTES
April 10, 2017**

1. CALL TO ORDER

Mayor Duane Poppe called the regular meeting of the Osseo City Council to order at 7:10 p.m. on Monday, April 10, 2017.

2. ROLL CALL

Members present: Councilmembers Harold E. Johnson, Mark Schulz, Larry Stelmach, Anne Zelenak, and Mayor Duane Poppe.

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

Others present: Rich Stanek, Shane Myre, Deb Gatz, Andy Bright, Bruce Neumann, David Godar, Jerry & Marlene Johnsen, Romeo Payette, Tom Huston, Lee Gustafson, Emily Lueth, Jeff Feulner, Ryan Ruttger, and Juliana Hultstrom.

3. PLEDGE OF ALLEGIANCE

Poppe led the Pledge of Allegiance.

4. APPROVAL OF AGENDA [Additions - Deletions]

Poppe asked for additions or deletions to the Agenda.

A motion was made by Schulz, seconded by Zelenak, to accept the Agenda as presented. The motion carried 5-0.

5. CONSENT AGENDA

- A. Approve Council Minutes of March 27
- B. Receive March Building Report
- C. Approve Council Education Request
- D. Approve OFD Member Bruce Podvin as Osseo Fire Inspector
- E. Approve Temporary Liquor License for Osseo Lions Club Event
- F. Approve Hire of Part Time Police Officer Dennis Hemminger
- G. Approve Police Training Request for Officer Mortinson
- H. Approve Police Training Request for Full Time Officers
- I. Approve Electronic Funds Transfer (EFT) for City Credit Card Payment

A motion was made by Schulz, seconded by Stelmach, to approve the Consent Agenda. The motion carried 5-0.

6. MATTERS FROM THE FLOOR – None.

7. SPECIAL BUSINESS

A. PRESENTATION FROM RICHARD STANEK, HENNEPIN COUNTY SHERIFF, #NOVERDOSE CAMPAIGN (Resolution)

Hennepin County Sheriff Rich Stanek thanked the Council for its time and described his work history with the Sheriff's Office. He discussed the services provided to the residents of Osseo by Hennepin County noting this included dispatch services. He then introduced the Council to the #NOverdose Campaign that was being pursued by Hennepin County and noted the number of opioid related deaths over the last five years. He encouraged residents to drop off their expired or unused medications at the County Sheriff's office or Osseo Police Department. He requested the Council pass a resolution supporting the #NOverdose Prevention Campaign to raise public awareness.

Stelmach thanked Sheriff Stanek for his presentation and noted the City did have a drop box for unused or expired meds. He asked if there were additional ways the City could be partnering with the County to raise awareness on opioid related deaths. Sheriff Stanek encouraged the City to partner with the school district to hold a town hall style meeting in order to further discuss this topic. He invited everyone to attend the Hennepin County Sheriff's Office Open House on Friday, May 19, nearby in Brooklyn Park.

Schulz invited the public to attend the Sheriff's Office Open House and stated he has attended the event on numerous occasions with his kids. He stated this was a free event and lunch was included.

A motion was made by Schulz, seconded by Stelmach, to adopt Resolution No. 2017-29 supporting the Hennepin County #NOverdose Prevention Campaign. The motion carried 5-0.

B. BOERBOOM PARK MASTER PLANNING PRESENTATION – WSB & ASSOCIATES

Jeff Feulner, WSB & Associates, stated the City is planning an expansion to Boerboom Veterans Memorial Park, which will more than double its size to a full city block. Currently, the City is exploring ideas for how the new space can best serve the community. WSB's Landscape Architecture Group has been tasked with developing a master plan for the park, which will serve as a guideline for the future development. Currently, the team is exploring three schematic concepts which envision different uses of the park. These concepts will ultimately be consolidated and refined into one overall plan for the park.

Mr. Feulner explained that WSB began an assessment of the current park. This included reaching out to community members at the Lions Roar festival and a public open house for the ongoing comprehensive planning efforts, as well as conversations with City staff. This was done to better understand how the park is used today, and determine what current park users like or dislike about the park.

Mr. Feulner reported some common themes were identified and used to influence the initial design concepts. Generally, people have a deep appreciation for the historic and commemorative nature of the park. The memorial monuments, benches, and flagpoles are important elements that must remain in the park. Park visitors enjoy the regular events and performances held in the park, but would like to see more day to day activities available for park users of all ages. Of the responses received, most people agreed that a new park should include a play area, some type of water feature, more open lawn space, additional tables and seating, accessible walking paths, native plantings for pollinator

habitat, a picnic shelter, and restrooms with a drinking fountain. People also like the recent improvements to Central Avenue, and would like to see a similar style carried into the park. There were also some areas of disagreement. Responses indicated a split between user's preferences for features such as a splash pad, a dog park, a skate park, and a community garden. Concern was also expressed by some over the safety of crossing Central Avenue.

Ryan Ruttger, WSB & Associates, stated based on the feedback from the community and direction from both the City and Parks & Recreation Committee, he was now in the process of creating three concept plans for the park. He reviewed the concept plans in detail with the Council and requested feedback.

Schulz believed staff was moving in the right direction. He stated he supported the Town Lawn concept but recommended several amenities be moved around in order to make room for a skating rink. He did not support this concept having a dog park due to the fact it would be difficult for the City to maintain given the number of dogs in the community.

Stelmach indicated he supported the Town Lawn concept plan as well, and commented on the importance of the Veterans Memorial. He stated he would like to see the established trees remain in place. He liked the idea of making a room for a skating rink and hoped to see this happen by opening up the park.

Johnson asked if the play area would have equipment or be an open space. Mr. Ruttger was anticipating an enhanced play equipment in this area.

Johnson stated it may be cost effective to tear down the old equipment and start fresh. He commented that the proposed water features may be cost prohibitive for the City and stated he would prefer the City not pursue this option. He encouraged the Council to consider a designated dog park with artificial turf on the 5th Street side of the park. He recommended the Veterans Memorial remain in place.

Zelenak understood the residents of Osseo were interested in having a dog friendly park.

Grams stated if Concept Plan #1 were to proceed, staff did not believe it was realistic to have a dog park given the small amount of space that would be available.

Council consensus was to proceed with Concept Plan #1.

C. ACCEPT DONATION TO GATEWAY SIGN FUND (Resolution)

Grams explained Duffy's Bar & Grill and Osseo Pawn, LLC have donated \$1,000 and \$250, respectively, to the City for the Gateway Sign Fund. Staff recommends the Council accept the donation.

A motion was made by Schulz, seconded by Johnson, to adopt Resolution No. 2017-30 accepting a donation from Duffy's Bar & Grill and Osseo Pawn LLC in the amounts of \$1,000 and \$250, respectively. The motion carried 5-0.

D. ACCEPT DONATION TO BEAUTIFICATION FUND (Resolution)

Grams stated Harold E. & Gayle Johnson have donated \$200 in memory of Kurt Beucler and Rayden Swanson to be placed in the Beautification/Flower Fund. Staff recommends the Council accept the donation.

A motion was made by Schulz, seconded by Stelmach, to adopt Resolution No. 2017-31 accepting a donation from the Harold E. and Gayle Johnson in the amount of \$200. The motion carried 5-0.

8. PUBLIC HEARINGS

A. ASSESSMENT HEARING FOR 2017 STREET PROJECT

Lee Gustafson, WSB & Associates, stated the 2017 street reconstruction project consists of reconstructing portions of 3rd Street SE, 4th Avenue SE, 5th Avenue SE, and 6th Avenue SE including repairing or minimal reconstruction of the storm and sanitary sewer, and replacement of curb and gutter as needed. The existing roadway width will be maintained to the greatest extent possible, and minimal impacts will be made outside of the curb with the exception for impacts related to utility work, curb replacement, and sidewalk installation.

Mr. Gustafson reported the total project cost is estimated at \$983,445.66, and includes all proposed street, utility, sidewalk, and storm sewer improvements as well as all engineering and administrative costs. Financing the 2017 Street Reconstruction Project will be based on the City's special assessment policy which calls for 50% of the proposed improvements to be specially assessed including all administrative costs. The remaining 50% and 100% of the storm and utility costs will be financed by the City through street and enterprise funds.

Mr. Gustafson explained no right-of-way acquisition costs are included in this estimate due to the understanding City staff will be acquiring all necessary right-of-way. A final assessment roll was prepared based on the lowest bid and individual assessment notices were mailed to each property owner. The residential assessments are determined to be \$5,831.36 per unit, and commercial determined to be \$58.82 per lineal foot. Staff reviewed the proposed project timeline, recommended the Council hold an assessment hearing and adopt the proposed assessment roll.

Grams requested Mr. Gustafson provide the Council and residents with an explanation on the different types of curbing that will be used. Mr. Gustafson described the differences between a back to curb and standard curb, and where these would be used in the improvement project.

A motion was made by Schulz, seconded by Zelenak, to open the Assessment Hearing at 7:55 p.m. The motion carried 5-0.

David Godar, 221 5th Avenue SE, asked if all of the sidewalks would be located on the east side of the streets. Mr. Gustafson stated this was the case.

Mr. Godar questioned where residents were supposed to park while their streets were torn up. Mr. Gustafson described the reclamation process noting residents would be able to park in their driveway or on their street daily except if a new apron or curbing is poured. He reported residents would be notified when the curbing and aprons would be replaced.

Schulz inquired how residents would be notified by WSB. Mr. Gustafson discussed the numerous ways WSB would be in communication with the residents of Osseo throughout the improvement project. He stated this would include door hangers, visits from the

project manager, and through mail. He encouraged residents to be in touch with WSB if they have any comments or questions.

Romeo Payette, 240 5th Avenue SE, stated he had a huge maple in his yard that was five feet away from the curb. He asked how this tree would be impacted. Mr. Gustafson explained this tree would have to be removed in order to install a sidewalk.

Melissa Hagen, 221 5th Avenue SE, questioned when the acquisition proposals would be submitted to homeowners. She inquired if it would be the homeowners' responsibility to remove the trees in the boulevards. City Planner Nancy Abts discussed the process the City was following for the right-of-way acquisition. Mr. Gustafson reported the contractor would be removing the trees and grinding out the stumps.

Marlene Johnsen, 233 5th Avenue SE, inquired how residents were to pay their assessment. Mr. Gustafson explained residents could prepay their assessment prior to November 15 or could have their assessment roll over onto their property taxes for 15 years with payments beginning in 2018. He noted in order to avoid paying interest residents would have to pay the full assessment by May 10. He encouraged all residents with questions regarding their assessment and payment options to contact Osseo City Hall directly.

A motion was made by Schulz, seconded by Zelenak, to close the Assessment Hearing at 8:12 p.m. The motion carried 5-0.

A motion was made by Schulz, seconded by Johnson, to adopt Resolution No. 2017-32 approving the proposed assessments for the 2017 Street Reconstruction Project. The motion carried 5-0.

9. OLD BUSINESS

A. APPROVE 2017-2022 GARBAGE HAULER AGREEMENT WITH RANDY'S ENVIRONMENTAL SERVICES (Resolution)

Grams stated in December 2016 staff was directed to prepare a Request for Proposal (RFP) for solid waste collection services, as the current agreement with Randy's Environmental Services was set to expire the end of April 2017. Osseo has typically prepared an RFP for solid waste collection services every five years.

Grams explained the addition of organics collection, outlined by a Hennepin County Residential Recycling Funding Policy grant, was incorporated into the RFP. The draft RFP was approved at the January 9 Council meeting. The RFP was offered to a number of companies that provide collection services and posted online. The bid results of the RFP were discussed at the February 27 Council meeting. At the February 27 meeting the Council approved a motion (on a 4-1 vote) to "accept the bids and direct staff to pursue a solid waste collection services agreement with Randy's Environmental Services." It was noted staff and Randy's Environmental Services had achieved consensus on this agreement.

Johnson asked if all households were required to have garbage pickup in the City of Osseo. Grams reported this was the case.

Schulz inquired if the recyclable collection included a 90-gallon container. Grams stated Randy's could provide a 30, 65, or 90-gallon container for recycling at no additional cost.

Schulz questioned if recycling could be picked up weekly. Grams commented this would be cost prohibitive and not be feasible at this time.

Schulz commented he was interested in the Council discussing yard waste pickup. He stated he appreciated the efforts that went into the contract but indicated he would not be supporting the contract because he did not believe the City should have a single hauler.

A motion was made by Johnson, seconded by Stelmach, to adopt Resolution No. 2017-33 approving the agreement for solid waste collection services between Randy's Environmental Services, Inc. and the City of Osseo. The motion carried 4-1 (Schulz opposed).

B. APPROVE AGREEMENTS WITH REVOLUTIONARY SPORTS AND MERRY TIME ARTS FOR 2017 OSSEO YOUTH RECREATION PROGRAMS

Abts stated Revolutionary Sports will be contracted to provide a variety of youth sports classes as camps in Osseo in June, July, and August. Vanessa Merry is willing to provide youth arts programs on Monday afternoons in the summer. She described the changes that were made to the agreements and reported staff worked with the providers and the City Attorney on these formal agreements.

Stelmach asked if there was a discussion on when registrations would be open for Osseo residents versus non-Osseo residents. Abts believed that registration for all camps would be open to all individuals at the same time. She commented if the Council wanted to see a delay for non-residents this could be discussed with Revolutionary Sports.

Stelmach questioned how Revolutionary Sports would be monitoring the number of kids per camp. Abts described how this would be monitored by Revolutionary Sports and noted if more than 12 children signed up for any one camp an additional coach could be added.

Schulz stated he had not had adequate time to review the updated Revolutionary Sports contract given the fact it was given to the Council late this afternoon. For this reason, he recommended the Council delay action on this item for two weeks. He indicated he could support the Merry Time Arts Contract this evening.

Zelenak agreed the Council needed more time to review the Revolutionary Sports contract.

Stelmach also wanted to delay action on the Revolutionary Sports contract to allow the Council additional time to review the document.

A motion was made by Schulz, seconded by Stelmach, to table action on the Revolutionary Sports contract to the Monday, April 24, City Council meeting. The motion carried 5-0.

A motion was made by Schulz, seconded by Stelmach, to approve the Merry Time Arts agreement as presented.

Johnson discussed the supplies that are to be furnished by the City and questioned who would be responsible for purchasing these items. Abts stated City staff would purchase these items.

The motion carried 5-0.

10. NEW BUSINESS

A. APPROVE EDA ACTIONS OF APRIL 10, 2017

Grams discussed the actions of the EDA. He noted the EDA approved accounts payable, discussed the Met Council SAC deferral program, discussed the property at 600 Central Avenue, received an update on the Celtic Crossing redevelopment site, considered the Osseo Food Truck Spring Event, and considered a donation to the Osseo Gateway Sign Fund.

Schulz asked when the Council would be considering the Osseo Food Truck Spring Event. Grams reported the Council would consider this item on April 24.

A motion was made by Schulz, seconded by Stelmach, to confirm the EDA Actions of April 10, 2017. The motion carried 5-0.

B. RECEIVE BIDS FOR 2017 ALLEY IMPROVEMENT PROJECT

Lee Gustafson, WSB & Associates, stated the 2017 alley project consists of reconstructing the alley between 5th and 6th Avenues NE and from 4th Street NE to 93rd Avenue North including repairing or minimal reconstruction of the storm sewer. The total project cost was originally estimated at \$186,600, and included all proposed surface and storm sewer improvements, as well as all engineering and administrative costs.

Mr. Gustafson reported financing the 2017 Alley Reconstruction Project is based on the City's special assessment policy which calls for 80% of the proposed improvements to be specially assessed. The remaining 20% and 100% of the storm sewer costs would be financed by the City. There are a total of 27 properties benefiting from the improvements. The initial assessment for each parcel was estimated to be \$5,320.

Mr. Gustafson explained bids were received on March 7, 2017, for the 2017 Alley Reconstruction project. Seven bids were received in response to the call for bids. He summarized the bids amounts as follows:

<i>Bidder Bid Amount</i>	
Park Construction Company	\$179,451.50
Meyer Contracting, Inc.	\$181,674.25
C.S. McCrossan Construction, Inc.	\$197,314.50
New Look Contracting, Inc.	\$205,358.75
Douglas-Kerr Underground, LLC	\$236,024.20
Concrete Idea, Inc.	\$236,117.00
Barber Construction Company, Inc.	\$240,145.00
<i>Engineer's Opinion of Probable Cost</i>	\$137,534.50

Mr. Gustafson stated the low bidder is \$41,917.00 above the engineer's estimate. The bids have been thoroughly reviewed and there appears to be not one, but a variety of reasons for the bids being higher than the engineer's estimate. If the project was awarded

to the low bidder and that amount was used to calculate the assessments, individual property assessments would be about \$500 higher than what was estimated.

Mr. Gustafson reported there are several options the City Council can consider to address the higher bids. The first would be to reject the bids and either rebid the project as is, or combine it with a future street or alley project. The second option would be to award the bid, and look for ways to reduce costs.

Mr. Gustafson indicated WSB and City staff have discussed the possibility of postponing this project until 2018. Although the alley may need some additional patching if the project was postponed, all parties agreed that this made the most sense because it would allow the City to explore cost saving options and hopefully save money for the adjacent residents and the City. Staff recommended the Council reject the bids for the 2017 Alley Reconstruction Project and rebid the project for construction in 2018.

Schulz commented he was shocked by how high the bids came in. He stated he supported staff's recommendation to reject the bids and to rebid the project in 2018.

Johnson asked if the City had an alley project planned for 2018. Mr. Gustafson reported this was the case. He explained the Council would need to reevaluate the alleyway projects and possibly combine several projects for the future.

A motion was made by Stelmach, seconded by Schulz, to reject the bids for the 2017 Alley Reconstruction Project. The motion carried 5-0.

C. RECEIVE BIDS FOR 2017 SIDEWALK NUISANCE ABATEMENT PROJECT

Lee Gustafson, WSB & Associates, stated this project involves replacing defective sidewalk panels throughout the City. The improvements will include removal of defective sidewalk panels, site preparation, and replacing the panels in essentially the same dimensions as the existing panels. In most cases, curb and gutter removal is not necessary. During removals, the contractor will typically remove a 6-inch-wide area of grass and soil along both sides of the defective sidewalk.

Mr. Gustafson explained this is necessary in order to install the construction forms for the new sidewalk. Once installation of the new panels is complete, the removed topsoil will be replaced and seeded. The property owner will be responsible for watering and maintaining the new grass seed.

Mr. Gustafson reported bids were received on March 21, 2017, for the 2017 Sidewalk Replacement project. Four bids were received in response to the call for bids. They are summarized as follows:

<i>Bidder Bid Amount</i>	
Create Construction, LLC.	\$ 56,125.60
Standard Sidewalk, Inc.	\$ 77,862.40
New Look Contracting, Inc.	\$ 87,711.57
G Urban Companies, Inc.	\$157,865.25
<i>Engineer's Opinion of Probable Cost</i>	\$ 90,287.00

Mr. Gustafson stated the apparent low bidder, Create Construction, LLC, has satisfactorily completed several similar projects in the metro area. The total project cost

is estimated at \$70,718.26, and includes all proposed sidewalk improvements as well as all engineering and administrative costs.

Mr. Gustafson reported funding for the project will be primarily in two forms. The first form of funding will be from a Hennepin County Community Development Block Grant (CDBG) in the amount of approximately \$35,359.13. The intent is for the grant to pay for approximately 50% of the project cost. The second form of funding will be through payments by individual property owners. Since defective sidewalks are a violation of the City's nuisance ordinance, property owners will be billed for approximately 50% of the sidewalk work similar to other nuisance situations. Property owners will be expected to pay for the work by a certain date. Payments not received by the specified date will have the costs assessed against the benefitting property similar to non-payment of utility bills.

Grams clarified no sidewalks within the 2017 Street Improvement Project were included in this sidewalk project.

A motion was made by Schulz, seconded by Zelenak, to award the bid for the 2017 Sidewalk Replacement Project to Create Construction, LLC. The motion carried 5-0.

D. APPROVE ACCOUNTS PAYABLE

Grams reviewed the Accounts Payable with the Council.

A motion was made by Johnson, seconded by Schulz, to approve the Accounts Payable as presented. The motion carried 5-0.

11. ADMINISTRATOR REPORT – None.
12. COUNCIL AND ATTORNEY REPORTS

Abts reported the City was working with Hennepin County on a Live Smoke Free Program with a Lunch and Learn event. She indicated this event would take place at 5 Central Apartment Building, and all apartment managers and interested residents were invited to attend. It was noted the event would be held on Wednesday, April 26, from 12-1 p.m.

Zelenak stated she attended the Easter Egg Hunt this weekend with her children. She thanked the Osseo Fire Department and all other volunteers for sponsoring this wonderful event.

Johnson explained he attended the School District #279 Core Planning meeting.

Johnson reported there would be an LRT Meeting on Thursday, April 13, at the Brooklyn Park Library from 4:30-7:00 p.m.

Johnson stated on Tuesday, April 18, at 6 p.m., there would be a meeting on Solar Energy at the Brooklyn Park City Hall.

Poppe stated the City Clean Up Day would be held on Saturday, April 29, from 8 a.m. to 12 noon.

Poppe reported the City-wide garage sales would be held May 11-14.

Poppe indicated the InterMarque Vintage Foreign Car Show and Craft Fair in the Park would be held on Saturday, May 13.

Poppe noted all City hydrants would be flushed this week beginning Wednesday, April 12, through Friday, April 14.

13. ADJOURNMENT

A motion was made by Schulz, seconded by Zelenak, to adjourn the City Council meeting at 9:09 p.m. The motion carried 5-0.

Respectfully submitted,

Heidi Guenther
TimeSaver Off Site Secretarial, Inc.

5 C

4. Expenses—Total \$ 49,572.89

_____ \$ _____

- _____ \$ _____

This completed form must be returned to the Osseo City Clerk's office monthly; as required by State law and City Ordinances for all licensed organizations.

MINNESOTA GAMBLING CONTROL BOARD

Lawful Purpose Expenditures

LG100C

Page 1

Organization name American Legion Post 172	License number 00104	Month reported 3	Year reported 2017
Were any lawful purpose expenditures made during the month?	yes	Total Lawful Purpose Expenditures	\$65268.77

Membership approval date mm/dd/yyyy	Check/electronic payment		STATE GAMBLING TAX AND REGULATORY FEE		Lawful Purpose Code	Amount
	Date mm/dd/yyyy	Number	Payee	Description		
	03/15/2017	EFT	MN Dept. Of Revenue	State gambling tax and regulatory fee paid during month (see instructions).	A- 8	22647.00

Membership approval date mm/dd/yyyy	Check/electronic payment		ALL OTHER LAWFUL PURPOSE EXPENDITURES		If approved by GCB, enter date mm/dd/yyyy	Lawful Purpose Code	Amount
	Date mm/dd/yyyy	Number	Payee	Description			
03/01/2017	03/01/2017	14929	XCEL ENERGY	Utilities		A-16	2107.47
03/06/2017	03/06/2017	14942	U.S. TREASURY	Form 730 tax		A- 8	1043.01
03/07/2017	03/07/2017	14944	CENTER POINT ENERGY	Utilities.		A-16	1834.81
03/07/2017	03/07/2017	14946	XCEL ENERGY	Utilities		A-16	15.55
03/09/2017	03/10/2017	14951	HELPING PAWS	501(C)3		A- 1	5000.00
08/11/2016	03/10/2017	14948	LOWE'S HOME CENTERS	Ceiling tiles for the Hall		A-22	2817.64
03/09/2017	03/10/2017	14956	MN NAT'L GUARD YOUTH CAMP	501(c)3		A- 1	1000.00
03/09/2017	03/10/2017	14954	MN A.L. FOUNDATION-- FUND 77	Sponsor seven (7) Boys State students		A-21	2100.00
03/09/2017	03/10/2017	14955	OSSEO SR HIGH TRAPSHOOTING TEAM	Youth team expenses.		A- 7	3000.00
03/09/2017	03/10/2017	14952	BEYOND THE YELLOW RIBBON OF MAPLE GROVE	501(c)3		A- 1	20000.00

MINNESOTA GAMBLING CONTROL BOARD

Lawful Purpose Expenditures

LG100C

Page 2

Organization name

American Legion Post 172

License number

00104

Month reported

3

Year reported

2017

Membership approval date mm/dd/yyyy	Check/electronic payment		ALL OTHER LAWFUL PURPOSE EXPENDITURES		If approved by GCB, enter date mm/dd/yyyy	Lawful Purpose Code	Amount
	Date mm/dd/yyyy	Number	Payee	Description			
03/09/2017	03/10/2017	14953	MN A.L. FOUNDATION-- FUND 53	Fund For Hospitalized Vets		A-21	250.00
03/09/2017	03/10/2017	14949	PH HONOR GUARD	Heritage Girls Color Guard		A-7	500.00
03/09/2017	03/15/2017	14966	Reinhart Foodservice	Legion Birthday Dinner (members only)		A-17	679.77
03/09/2017	03/22/2017	14973	AMERICAN LEGION EMBLEM SALES	Jacket patches for trapshooting team		A-7	228.45
03/09/2017	03/30/2017	14983	XCEL ENERGY	Utilities		A-16	2045.07



Osseo Fire Department Relief Association
 Charitable Gambling Operations
 Minnesota Lawful Gambling License # 01851
 415 Central Ave
 Osseo, MN 55369

Osseo Fire Department Relief Association Charitable Gambling Report to the City of Osseo

1. Report for the month of **March 2017**
2. For the conduct of the following types of lawful gambling (as checked):

<input checked="" type="checkbox"/> Pull-Tabs	61 deals
<input checked="" type="checkbox"/> Bar Bingo	5 occasions
<input checked="" type="checkbox"/> Paddlewheel	72 deals
<input checked="" type="checkbox"/> Electronic Pull-Tabs	31 occasions
<input checked="" type="checkbox"/> Electronic Linked Bingo	31 occasions
<input type="checkbox"/> Raffles	
<input type="checkbox"/> Tip-Boards	

3. Receipts

Gross Receipts (G1 10A)	\$386,692.87	
Less Prizes Paid (G1 10B)	- \$329,306.50	
Net Receipts	\$57,386.37	→ \$57,386.37

4. Expenses

Wagering Tax (tax on Schedule C)	\$16,658.81	
Rent (G1A 18)	\$3,021.58	
Gambling Product Costs (G1A 11)	\$2,970.28	
Electronic Pull-Tab Costs (G1A 19)	\$2,795.56	
Compensation & Payroll (G1A 12)	\$9,186.47	
Other (G1A 13-17,20-23)		
(accounting, supplies, etc.)	+ \$385.74	
Total Expenses	\$35,018.44	→ - \$35,018.44

5. Profit **\$22,367.93**

6. Distribution of Profits (Lawful Purpose Expenditures):

Alzheimer's Association of MN-ND (ALZ Fundraiser)	\$500.00
Total Donations	\$500.00

Signed: _____

Michael Phenow, Gambling Manager

Osseo Lions Club Gambling Report

to
City of Osseo

5 E

Report for the month/year of Mar-17

Check as appropriate:

XXXXXX paddle wheel

XXXXXX pull tabs

 raffle

 other (specify) LG100A

Gross Receipts 323,597.46 LG100A-10A

Prizes Paid 278,563.61 LG100A-10B

Net Receipts 45,033.85 LG100A-10C

Expenses - Total 18,990.40 Total Itemized

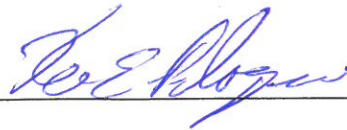
Expenses itemized:

Pulltabs	2,383.99
Compensation	7,072.91
Rent	874.99
Electronic pull-tab provider fees	4,715.38
Electronic linked bingo provider fees	-
Accounting Services	1,105.50
Gambling Manager's Bond	1,900.00
Supplies Bank charges etc	745.63
Cash Short/Over	192.00
Profits \$ 26,043.45 G1A Line 24	18,990.40

Lawful Purpose Expenditures

Minnesota Revenue-Wagering Tax	\$ 14,196.00
GiveHear MN	2,000.00
BSA-Northern Star Council	1,500.00
Cross Community Players	1,000.00
Edgewood Education Center	500.00
Osseo School District #279	500.00
Osseo School District #279	500.00
Osseo School District #279	500.00
Osseo School District #279	500.00
Total Contributions	\$ 21,196.00

Signed



Attach additional information if necessary.

*This completed form must be returned to the Osseo City Clerk's office by the 19th day of each month and is required by state law and City ordinances for all licensed organizations.

Osseo City Hall
415 Central Avenue
Osseo, MN 55369

To whom it may Concern,

Duffy's Bar and Grill requests your permission to co-host with the city of Osseo an outdoor event in the Duffy's Bar and Grill parking lot on May 20th, 2017. The event will be held during the hours of 5:00pm on May 20, 2017 until 12:00am. This event will include live music outside and will have alcoholic beverages served. The Duffy's Bar and Grill parking lot will be completely fenced off around the perimeter. Duffy's Bar and Grill will provide all security in regards to requiring age identification to enter the event. Duffy's Bar and Grill will provide full Staff for the event. If there are any further requirements, please contact Rich Bebus at (763)425-0310.

Thank you for your consideration,

Rich Bebus



Josh Duffy



Osseo City Hall
415 Central Avenue
Osseo, MN 55369

To whom it may Concern,

Duffy's Bar and Grill requests your permission to host an outdoor event in the Duffy's Bar and Grill parking lot on July 15th, 2017. The event will be held during the hours of 10:00am on July 15, 2017 until 12:00am. This event will include live music outside and will have alcoholic beverages served. The Duffy's Bar and Grill parking lot will be completely fenced off around the perimeter. Duffy's Bar and Grill will provide all security in regards to requiring age identification to enter the event. Duffy's Bar and Grill will provide full Staff for the event. If there are any further requirements, please contact Rich Bebus at (763)425-0310.

Thank you for your consideration,

Rich Bebus



Josh Duffy





Osseo Fire Department March 2017 Activity Summary

Incident Response Breakdown:

Accidents	0
Fires	0
Hazmat	0
Fire Alarms	2
CO Alarms	0
Medicals	18
Mutual Aid	0
Assist/Other	2
Total Calls	22

Incident Remarks:

-

Departmental Training & Activities:

- Training: Confined space trailer & knots
- Training: EMR refresher
- Training (officer only): Incident Command

Other:

-

**OSSEO PLANNING COMMISSION MINUTES
REGULAR MEETING
April 17, 2017**

1. CALL TO ORDER

The regular meeting of the Osseo Planning Commission was called to order by Chair Plzak at 6:00 pm, Monday, April 17, 2017.

2. OATH OF OFFICE FOR NEW PLANNING COMMISSION MEMBERS

Abts administered the Oath of Office to newly-appointed Planning Commission member Neil Lynch.

3. ROLL CALL

Present: Commission members Dee Bonn, Deanna Burke, Neil Lynch, Michael Olkives, Alden Webster, and Chair Barbara Plzak

Absent: Commission member Ken Zopfi

Others present: Councilmember Harold Johnson, Breanne Rothstein – WSB & Associates, and City Planner Nancy Abts

4. APPROVAL OF AGENDA

Bonn requested a change to the agenda noting the Walking/Biking Audit would be held on Thursday, April 20th.

A motion was made by Bonn, seconded by Olkives, to approve the Agenda as amended. The motion carried 6-0.

5. APPROVAL OF MINUTES

A. Approve January 17, 2017, Minutes

A motion was made by Bonn, seconded by Webster, to approve the January 17, 2017, minutes. The motion carried 6-0.

6. PUBLIC COMMENTS

Chair Plzak advised this is the time for public comments for items that are not on the agenda for tonight's meeting. There were no comments from the public.

7. PUBLIC HEARINGS – None

8. OLD BUSINESS – None

9. NEW BUSINESS

A. Comprehensive Planning Update – WSB & Associates

Breanne Rothstein, WSB & Associates, provided the Planning Commission with an overview on the Comprehensive Plan Update. She reported the update was due to the Met

Council by the end of 2018. She explained the updating process allowed the City to reevaluate its goals and vision for the future. She discussed the community engagement efforts that had occurred to date and commented on the input received from the public. She reviewed the housing forecasts and noted the goal for the City was to add 372 new households by 2040. She provided comment on the draft 2040 land use map and noted several properties that would have their guidance changed. She updated the Commission on the preferred concept plan for Boerboom Park. The plans for future trail connections were described. She recommended the Planning Commission be consider updating the Subdivision Ordinance and Zoning Map after the Comprehensive Plan was complete. She reported the topic that would be addressed by the subcommittee in May would be transportation.

B. Discuss Sign Code Update

Abts explained the City is preparing to update Osseo's sign code. She explained the sign code is part of the City's Zoning Ordinance. She encouraged the Planning Commission to review the intent of the sign code and draft sign requirements for each Zoning District and provide input.

Abts indicated most changes to the sign code will be changes to the language. Big changes to the size or types of signs allowed are not planned. However, the wording and organization can be clarified and the introduction to the ordinance, the *Findings, Purpose and Intent, and Effect* section, can be improved. (Changes to other sections are also planned.) These other changes will focus on how the code describes and allows different signs.

Abts reported the current ordinance provides different requirements for different types of signs—Address Signs, For Sale/Lease Signs, Motor Fuel Station Signs, etc. The proposed changes to the ordinance are not based on the type of content on the sign. Instead they focus on the “type of sign” on the basis of size, construction, and location. Staff provided further comment on the draft sign code updates and requested comments or questions from the Planning Commission.

There were no comments or questions from the Commission.

10. REPORTS OR COMMENTS: Staff, Chair & Commission Members

A. Healthy Communities Project Update

- Walking/Biking Audit: Thursday, April 20 (Thursday, May 4 Rain Date)

Abts discussed the Healthy Communities Project in Osseo and invited the Planning Commission to participate in a Walking/Biking Audit that would take place on Thursday, April 20th at 8:30 a.m., with a rain date of May 4.

Bonn encouraged residents to participate in the Seniors Jazzercise class on Mondays. She noted this class had doubled in size.

Olkives discussed the great work that was being done by the Comprehensive Plan Subcommittee and thanked all who were involved in this group.

Lynch noted Osseo Baseball was now in full swing. Those interested in participating were encouraged to find information regarding Osseo Baseball online.

Chair Plzak reported the 5th Annual Osseo Football Gala would be held on Saturday, April 22nd at the Osseo Legion from 6:00 p.m. to 12:00 a.m. She invited all to attend this wonderful community event.

11. ADJOURNMENT

A motion was made by Webster, seconded by Olkives, to adjourn the meeting at 6:42 pm. The motion carried 6-0.

Respectfully submitted,

Heidi Guenther
TimeSaver Off Site Secretarial, Inc.

Osseo Maple Grove Hockey Association Gambling Report
to
City of Osseo

1. Report for the month of Mar-17

2. Check as appropriate:

 x pulltabs

 x tipboards

3. Gross receipts 174,577

4. Expenses - total 172,041

Expenses itemized:

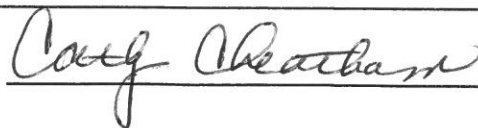
Compensation	<u>4,770</u>
Prizes	<u>151,491</u>
Pull tab games/taxes	<u>2,922</u>
Supplies/misc/payroll proc./storage	<u>66</u>
Combined receipts	<u>11,641</u>
Cash long/short	<u>276</u>
Rent	<u>875</u>

5. Profits 2,536

6. Distribution of profits (itemized)

Osseo Boys Hockey Booster Club	<u>400</u>
OMGHA	<u>200,000</u>

Signed:



This completed form must be returned to the Osseo City Clerk's office by the 19th day of each month and is required by state law and City ordinances for all licensed organizations.



City of Osseo City Council Meeting Item

Agenda Item:	Update on Osseo North Water Tower Historical Nomination Process – Alexa McDowell (AKAY Consulting) & Kathleen Gette
Meeting Date:	April 24, 2017
Prepared by:	Riley Grams, City Administrator
Attachments:	Presentation Conditions Assessment Grant Materials

The following is information provided by our water tower consultant (Alexa McDowell with AKAY Consulting) and Osseo resident Kathleen Gette:

Update on North Water Tower and the National Register of Historic Places

State Review Board Meeting March 14, 2017: The 10 members who attended the State Review Board VOTED UNANIMOUSLY to approve the nomination to list the Osseo water tower in the National Register of Historic Places. The National Park Service (Keeper's Office) will provide the final review/approval of the nomination. The tower is anticipated to be listed in the National Register of Historic Places in spring/summer 2017!

Condition Assessment Grant: I completed the grant and submitted it to MHS on March 25, 2017. The deadline was April 1, 2017. A grant-eligible project is a "condition assessment" which is a process to request funds to pay for the assessment of the tower to determine the repairs the tower needs for its rehabilitation.

Maguire Iron (Chad Edwards) provided a bid to complete the inspection of the water tower (the condition assessment). Upon grant award from MHS, Riley will manage Maguire Iron's inspection of Osseo's water tower. Edwards will personally inspect the water tower and provide the City of Osseo a report of its condition and repairs needed to rehabilitate the tower.

Plaque for the tower: The Osseo Historic Preservation Commission discussed that Osseo would like to have a plaque made to put on the water tower. The City can order a plaque after the NR listing is official. This is not something that is provided as part of the listing or the grant award, so the City would need to go through its usual process to vet vendors and determine what they need. Denis Gardner might be able to offer assistance (denis.gardner@mnhs.org) as far as what would be appropriate signage.

Both Ms. McDowell and Ms. Gette will be present at the Council meeting on Monday night to give a presentation and provide updates as to the progress of the water tower nomination process and next steps.

From: Riley Grams [mailto:RGrams@ci.osseo.mn.us]

Sent: Friday, April 14, 2017 9:31 AM

To: Kathleen Gette <kgette@redbrickhealth.com>; edwardsc@maguireiron.com

Cc: Karen Broden <kbroden@ci.osseo.mn.us>; kathleengette@gmail.com

Subject: RE: Water tower inspection paperwork from Maguire Iron - Osseo Water Tower

Follow-up

I've got you and Alexa on the next Council agenda (April 24) to give some updates on the tower.

Here's what I'd like to see happen at that meeting:

1) Alexa announces the outcome of the water tower National Register Nomination

- Alexa shows the nomination slide deck Denis Gardner presented to the State Review Board on March 14, 2017.
- The water tower passed its most recent review with the State Review Board with flying colors. On March 14, 2017, the 10 State Review Board members present **voted unanimously** to approve the nomination to list the Osseo water tower in the National Register of Historic Places.
- One remaining stamp of approval is needed from the National Park Service (Keeper's Office). On April 20, 2017, the State Review Board forwarded the NR nomination to the National Park Service / National Register Keeper's Office for final review/approval of the nomination. The National Park Service has 45-60 days to review the nomination upon receipt, and is fully expected to approve the nomination.
- The City of Osseo should receive notification by June 15, 2017 that the Osseo water tower will be listed in the National Register of Historic Places.

2) Kathleen talks about next steps, which includes the grant application for the Condition Assessment of the Osseo water tower

- Kathleen submitted the Condition Assessment grant application to the MN Historical Society (MHS) on March 25, 2017 for the April Grant Round
- MHS' April Grant Round deadline was April 14, 2017
- MHS assigned the grant applications to reviewers the week of April 17, 2017
- MHS' turnaround time to review the small grant applications and determine grant awards is eight (8) weeks
- City of Osseo should expect to hear from MHS of its grant award decision in late May or early June 2017

- Successful grantees from the April Grant Round will be able to start their project July 1, 2017. Osseo will be able to schedule Maguire Iron to provide condition assessment of the Osseo water tower July 1, 2017.

3) Kathleen talks about why Osseo needs a Condition Assessment, and what information it will include

Condition Assessment

An inspection or “condition assessment” of the water tower is needed to identify repairs and cost of repairs needed to rehabilitate (repair/repaint) the tower.

The condition assessment grant from the MN Historical Society will fund the internal and external inspection of the Osseo water tower.

Maguire Iron has bid for this job **\$3,750** and will inspect the tower for structural safety and make recommendations for any needed repairs, lead abatement/containment and repainting.

Minnesota Historical and Cultural Heritage Program Condition Assessment Grant Application Osseo North Water Tower	
Budget Information	
Amount Requested	\$3,750.00
Match Offered	\$0.00

Maguire Iron

- Company Background

Maguire Iron’s condition assessment report to the City of Osseo will include:

- Photos
- Recommended repairs
- Estimate of repair costs
- Painting and lead abatement recommendations and costs

4) Kathleen talks about what the future steps will be. What’s next?

- Plaque for Osseo water tower commemorating listing in NR
- City Celebration and Osseo Historic Preservation Commission open house
- Apply for grants for tower’s rehabilitation
- Repair, repaint the tower



HERITAGE PRESERVATION

State Review Board

**Minnesota Historical Society
State Review Board
for the
National Register of
Historic Places**

March 14, 2017



MINNESOTA
HISTORICAL
SOCIETY

HERITAGE PRESERVATION

- **At tonight's meeting it is the responsibility of the State Review Board to determine if the property meets National Register Criteria.**
- **National Register Nominations were sent to the Board in February.**
- **The Board consideration will include:**
 - ✓ **Brief staff presentation.**
 - ✓ **Public correspondence and comments on whether the property meets National Register Criteria.**
 - ✓ **National Register Registration Form: does the documentation demonstrate that the property meets National Register Criteria?**
- **Discussion and decision by the Board.**

Osseo Water Tower

Osseo, Hennepin County

Alexa McDowell, AKAY Consulting



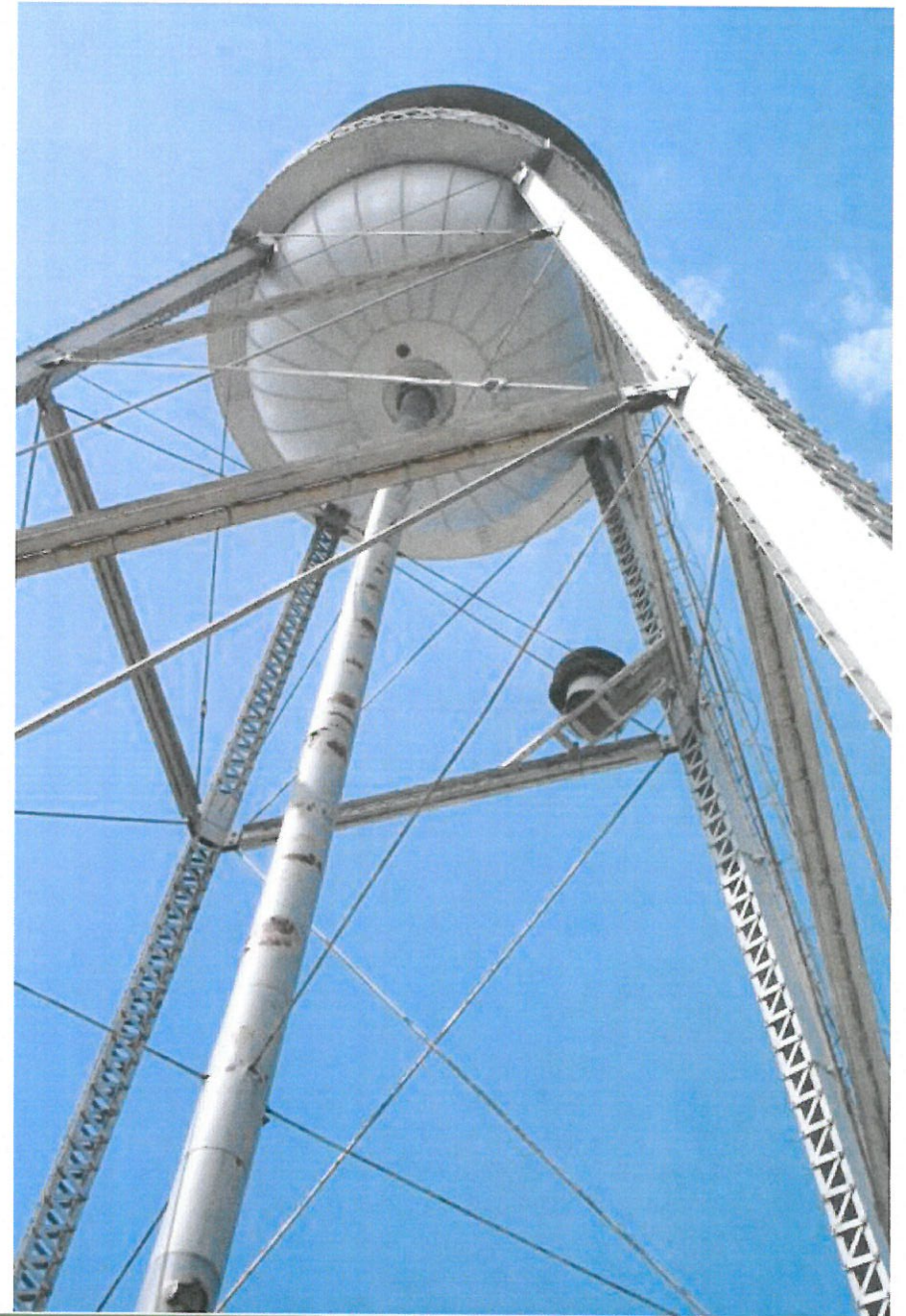
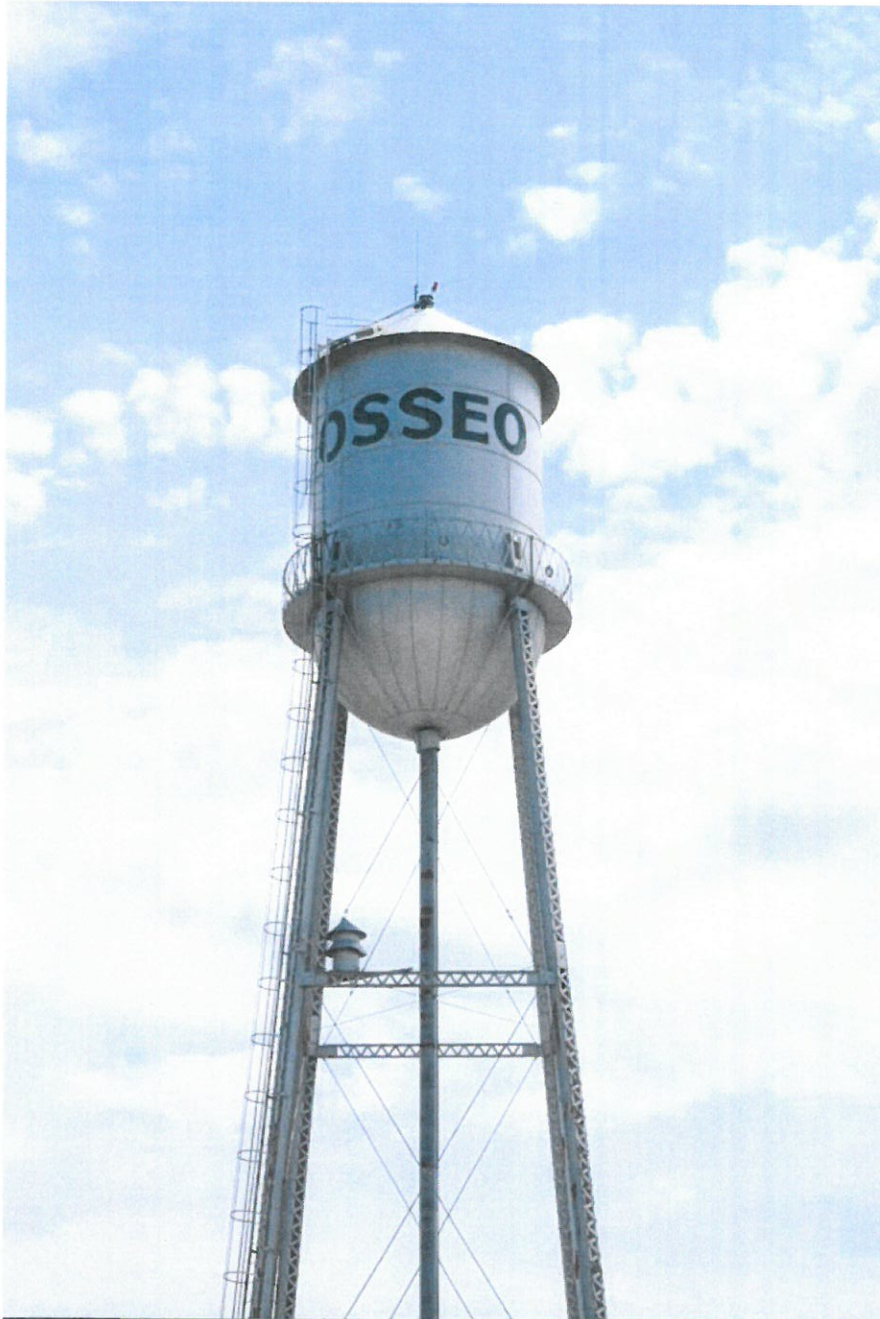
MINNESOTA
HISTORICAL
SOCIETY

HERITAGE PRESERVATION



MINNESOTA
HISTORICAL
SOCIETY

HERITAGE PRESERVATION



MINNESOTA
HISTORICAL
SOCIETY

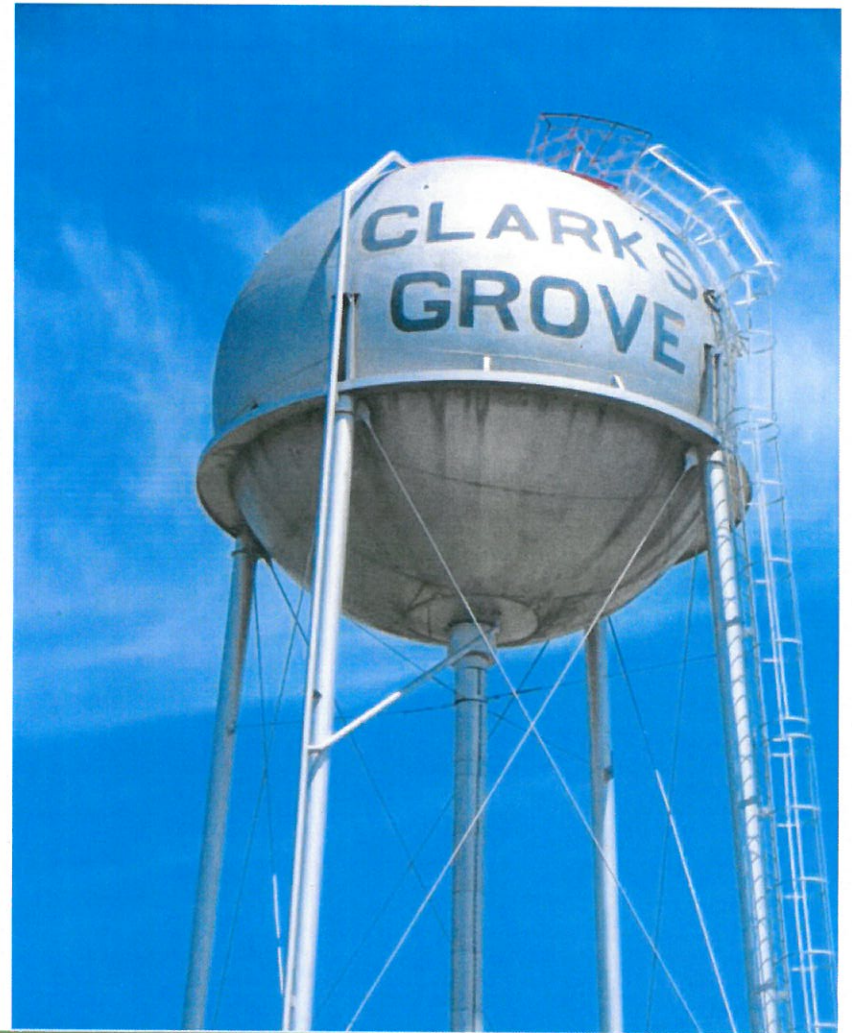
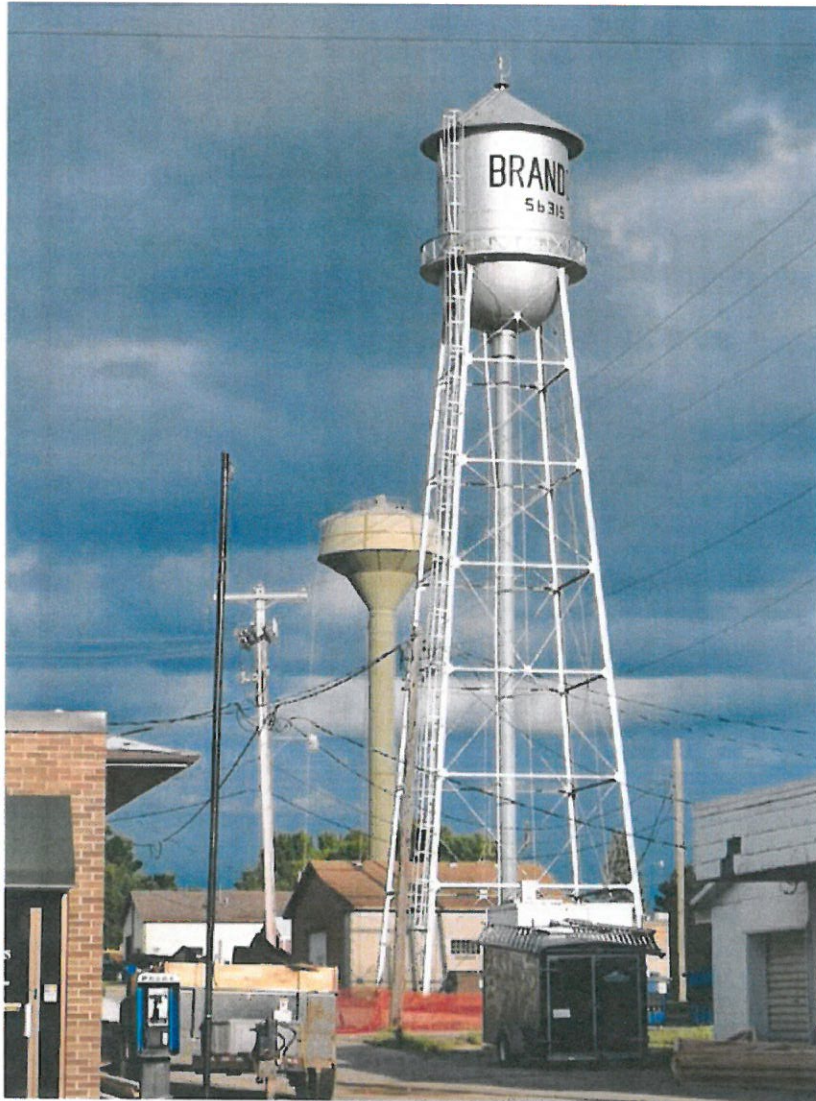
HERITAGE PRESERVATION

Ca. 1908



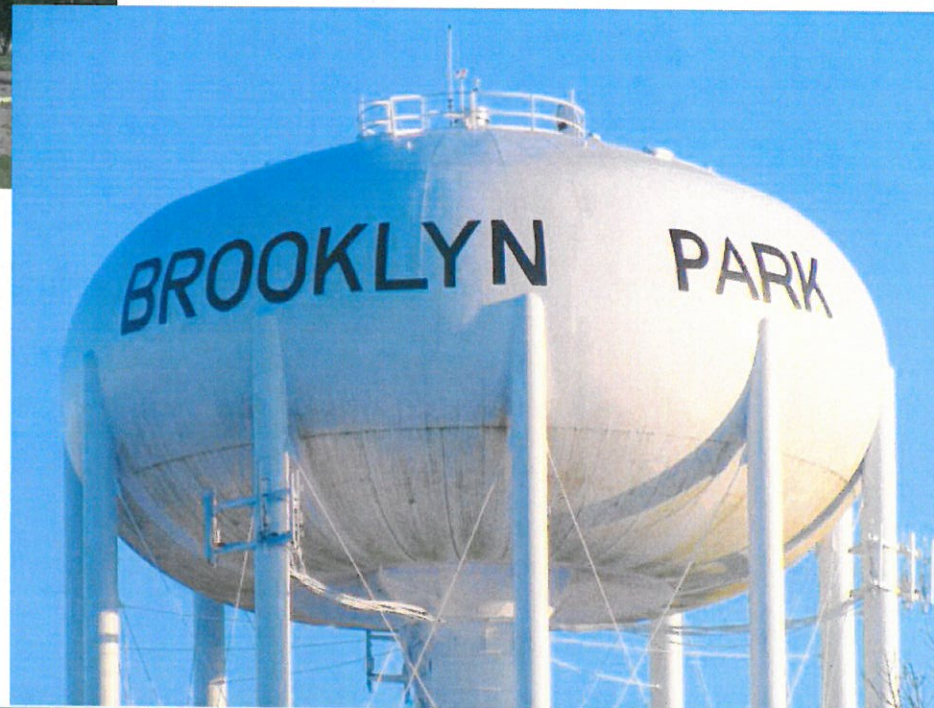
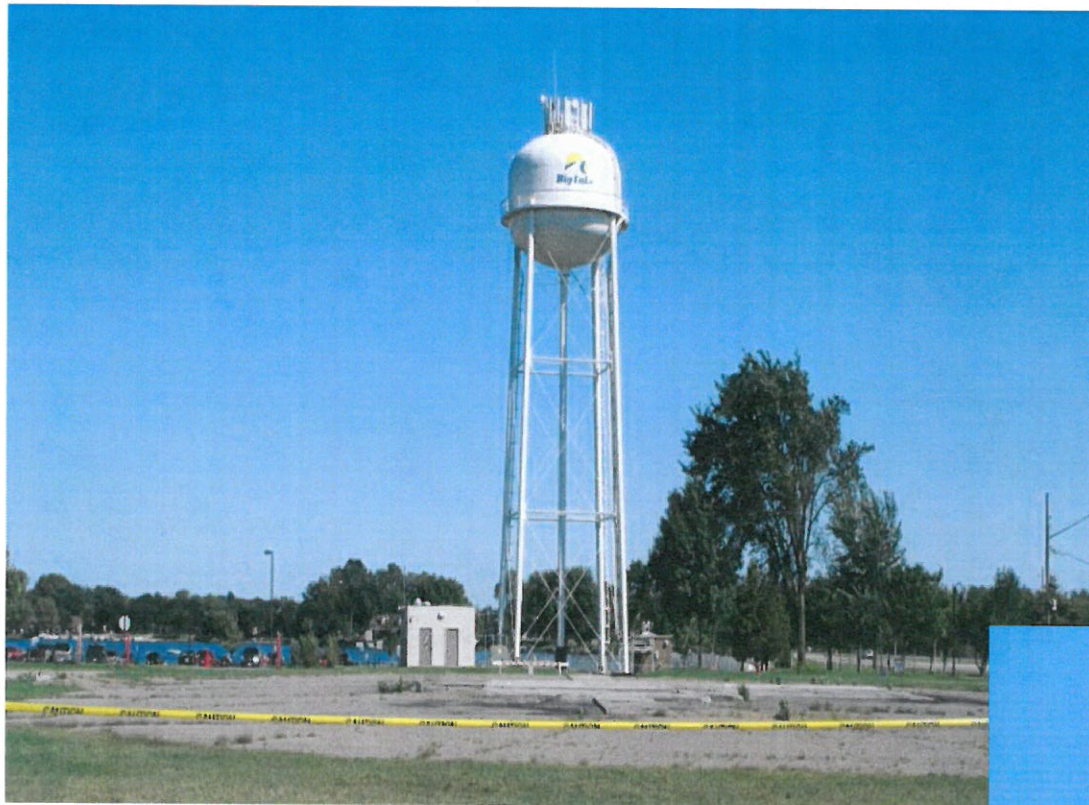
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HISTORICAL
SOCIETY

HERITAGE PRESERVATION



MINNESOTA
HISTORICAL
SOCIETY

HERITAGE PRESERVATION



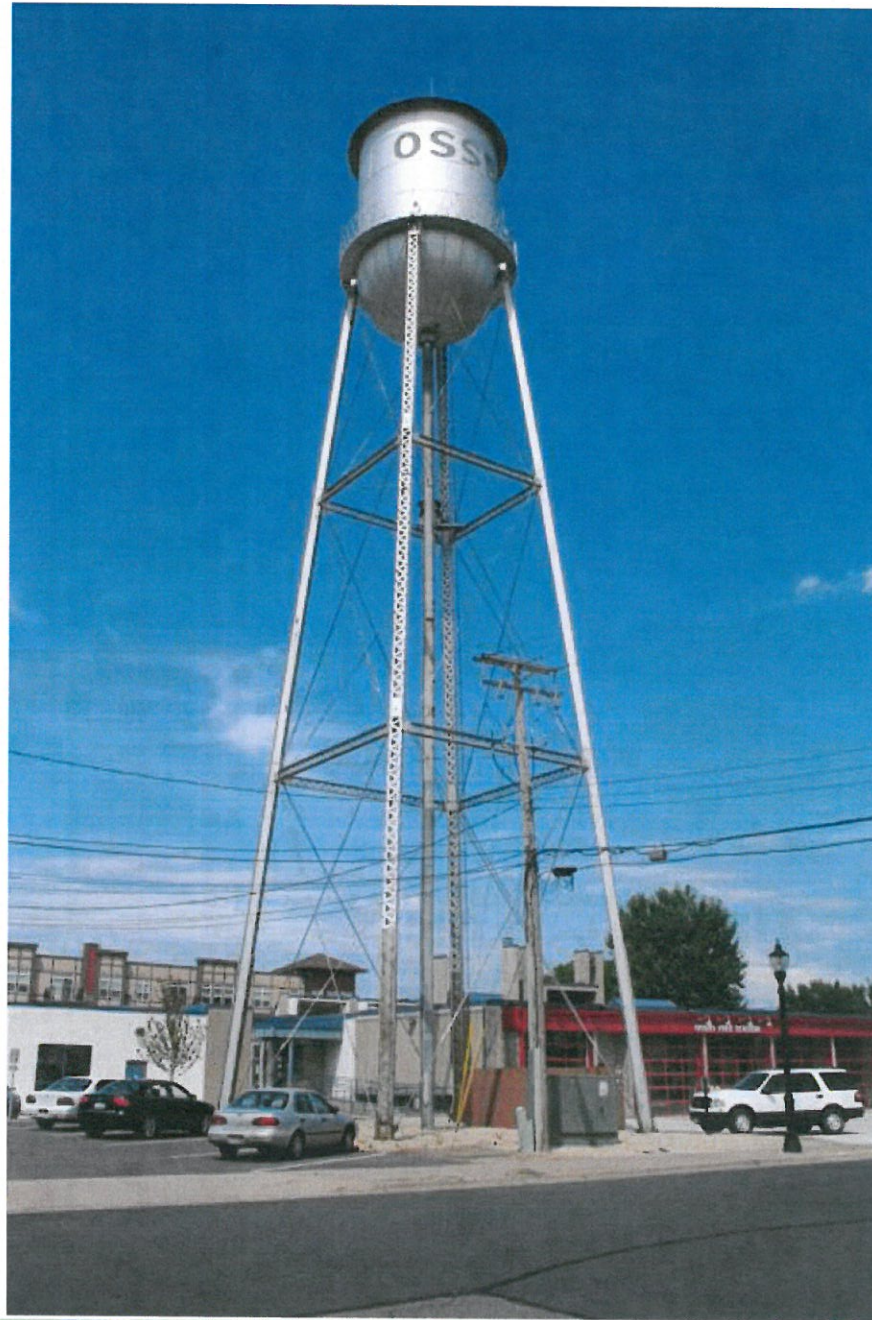
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HERITAGE PRESERVATION



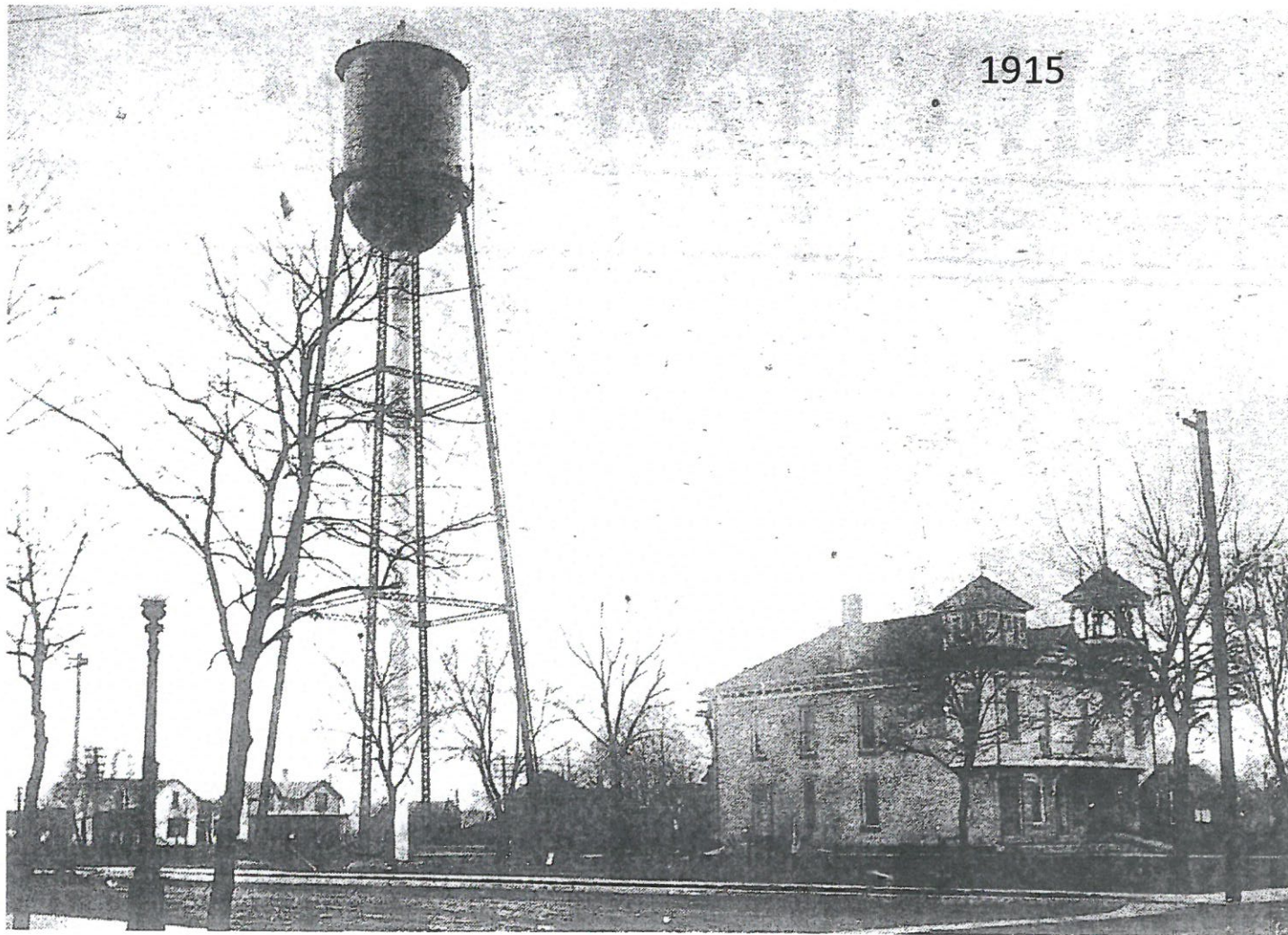
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SOCIETY

HERITAGE PRESERVATION



MINNESOTA
HISTORICAL
SOCIETY

HERITAGE PRESERVATION



MINNESOTA
HISTORICAL
SOCIETY

HERITAGE PRESERVATION

Period of Significance: 1915-1962

Level of Significance: Local

National Register Criteria: A and C

Areas of Significance: Community
Planning and Development and
Engineering





MINNESOTA
HISTORICAL
SOCIETY

HERITAGE PRESERVATION



Thank You



MINNESOTA HISTORICAL AND CULTURAL HERITAGE PROGRAM

City of Osseo

R-MHCG-1703-20904 | \$3,750 | MN Historical and Cultural
Condition Assessment Grant Application

Status

Draft

The two yellow highlighted fields marked with an * (Brief Project Summary and Amount Requested) must be completed in order to save your application for the first time. The save button is at the top of the application. Be sure to complete the entire application before submitting. Incomplete applications will not be considered.

Submissions to the Grants Office may be subject to Minnesota Government Data Practices Act (Statute 13). All user-written material may be modified by the Minnesota Historical Society for clarity and promotional purposes.

APPLICANT INFORMATION

Program Organization:

City of Osseo

Project Director:

Riley Grams

Authorized Officer:

Riley Grams

Additional Project Staff:

Kathleen Gette

Applicant County:

Hennepin

Applicant Organization Type:

Local/Regional Government

Governance/Board Members:

Osseo Mayor Duane Poppe
Councilmember Harold E. Johnson
Councilmember Larry Stelmach
Councilmember Mark Schulz
Councilmember Anne Zelenak

Is this a sponsored project?

Select Yes or No

No

Click on arrow to view the contact information we have on file

CURRENT ORGANIZATION CONTACT INFORMATION ON FILE

Organization Name:	City of Osseo
Street Address:	415 Central Avenue
Street Address 2:	
City:	Osseo
State:	Minnesota
Postal Code:	55369
Organization Phone:	
Project Director:	Riley Grams
Project Director Email:	rgrams@ci.osseo.mn.us
Authorized Officer:	Riley Grams
Authorized Officer Email:	rgrams@ci.osseo.mn.us

The Organization or Contact Information needs to be updated:

Yes

Organization and Contact Information

Organization Name	City of Osseo
Street Address	415 Central Ave
Street Address 2	
City	Osseo
State	Minnesota
Postal Code	55369
Organization Phone	763-425-3861
Project Director	Riley Grams
Project Director Email	rgrams@ci.os
Authorized Officer	Riley Grams
Authorized Officer Email	rgrams@ci.os

PROJECT INFORMATION

Project Title (Be descriptive and succinct)

Condition Assessment Grant Application

* Brief Project Summary (REQUIRED TO SAVE)

Condition Assessment grant to hire Contractor to professionally assess the structural condition of the 1915 Osseo Water Tower and determine repairs needed for its rehabilitation and preservation.

Geographic Focus of Project:

Hennepin

Could any items related to this application be considered "culturally sensitive objects"? These objects could be items used in a spiritual ceremony or other ritual, or funerary objects or human remains. They can be of any cultural origin.

Select Yes or No. (If unsure, select Yes)

No

Culturally Sensitive Objects Description:

Is this proposed project based on or a continuation of an already funded project? Select Yes or No
Select Yes or No:

Yes

If so, please briefly describe the previous grant project and its status. :

The condition assessment grant is a continuation of an already-funded two-part project: (1) the 1915 Osseo Water Tower was determined eligible for registration through an intensive level survey and evaluation project completed in 2014-2015; and (2) the preparation of a National Register of Historic Places nomination for the 1915 Osseo Water Tower completed in 2015-2016. Both parts of the project were funded by Minnesota Legacy grants, and found that the resource is eligible for listing in the National Register under Criterion C as a well-preserved example of a representative type of municipal water tower - the hemispherical bottom; as well as under Criterion A as the Osseo Water Tower was constructed to provide water for residents and businesses and fight fire in the growing community.

Since 1915, the Osseo Water Tower has been a visual symbol of the city, welcoming visitors even before they reached the corporate limits of the community. It is a distinctive example of a particular water tower type, the hemispherical bottom, an early water tower design employing steel, riveted construction and characterized by its half-globed bottom and conical roof. It was constructed to provide clean water to homes and businesses, but also as a ready-supply of water to fight fire in the developing city. Osseo's most visible and iconic structure, the State Review Board voted unanimously on March 14, 2017 to list the Osseo Water Tower in the National Register of Historic Places.

Listing of the Osseo Water Tower in the National Register of Historic Places is being pursued by the Osseo City Council for the purpose of celebrating the structure's historic significance in the community - an action that has drawn great support from the media and local residents. The City Council also recognizes that listing in the National Register opens the door to sources of financial assistance, which will be important in their pending effort to rehabilitate the water tower.

Does this project fall under the "Historic Properties" category?
Select Yes or No.

No

BUDGET INFORMATION

Small request: \$10,000 and less:

Yes

Mid/large request: greater than \$10,000:

No

Use the Budget Line Item box below to outline the budget for the project. Click the green '+' sign in the upper right corner to add each individual line item. To save a line item you must click the "Create Budget Request" button at the bottom of the pop-up form. If you cannot see this button you will need to zoom out (using CTRL and '-' keys) to view the full form.

Once a line item is added, click on the pencil icon to edit or the red '-' sign to delete. **NOTE:** Enter short text descriptions for "Budget Item." Enter whole numbers only for "Budget item cost to be paid by grant."

BUDGET LINE ITEMS
Click the green '+' sign in order to create your itemized grant budget request.

* Amount Requested (REQUIRED TO SAVE)

\$3,750.00

Match Offered (Use total from above)

\$0.00

How were above figures determined?

Maguire Iron, Inc. (Contractor) determined the above figure for the inspection of Osseo's historic elevated water storage tank. The Contractor's inspection includes the following:

1. Contractor will inspect the interior wet area of the water tower for any areas of corrosion and or paint failure areas.

2. Contractor will inspect the exterior structure of the water storage tank, including all hatch doors, gaskets, and vents. Contractor will also inspect and report all OSHA deficiencies on the water tank and provide budget numbers for repair on the inspection report.

3. Contractor shall send an inspection report to the City of Osseo and shall provide pictures to the City of Osseo once the work is completed.

4. Inspection report and all pictures will be submitted via a jump drive to the City of Osseo and the Osseo Historic Preservation Commission unless otherwise asked.

APPLICATION NARRATIVES

Project Description:

The purpose of this project is to secure a grant to fund hiring a Contractor to professionally assess the structural condition of the 1915 Osseo Water Tower and determine repairs needed for its rehabilitation and preservation.

This project is the next step that follows the preparation of a National Register of Historic Places nomination for the 1915 Osseo Water Tower, which was determined eligible for registration through an intensive level survey and evaluation completed in 2014-2015. That project, funded by a Minnesota Legacy grant, found that the resource is eligible for listing in the National Register under Criterion C as a well-preserved example of a representative type of municipal water tower - the hemispherical bottom. Also a case for significance under Criterion A found the tower eligible in that association as well, and research fully substantiated that case.

The preceding National Register nomination project focused on developing the case for registration under Criterion A. As noted in the Minnesota SHPO review of the intensive level survey and evaluation project report, the case presented for eligibility under Criterion C was very well developed and it was under Criterion C that the SHPO found for eligibility. In order to substantiate the case for listing under Criterion A, additional research was necessary to thoroughly document the establishment of Osseo's water works system (including the water tower itself) for the purpose of providing a clear picture of the factors at play in the city's decision to make that investment. The additional research further elucidated the subsequent impact on the growth of the

community. The work of the National Register nomination project also included time to refine the case for registration under Criterion C by reviewing the survey and evaluation project research specific to the identification of municipal, hemispherical water towers that remain extant within a 50-mile radius of Osseo.

The project resulted in a National Register nomination for the 1915 Osseo Water Tower with the case for significance made under Criterion C, and under Criterion A in association with the history of community growth and development, specifically the establishment of Osseo's water works system.

The Scope of Work included all elements of grant compliance, including development of a research design for review and approval by the MN SHPO, nomination formatting following SHPO guidelines, submission of a draft nomination for review and comment, completion of SHPO requested edits, and submission of the final nomination which Dennis Gardner presented for review by the Minnesota State Review Board on March 14, 2017.

Please select the need and rationale that best fits your project from one of the following:

Need and Rationale (select one)

This project addresses strong demand from the public.

Need and Rationale:

People from Osseo, surrounding communities, and across the nation continue to voice objections to destroying the Osseo Water Tower located at 415 Central Avenue as well as strong support to preserve it. The "Save the Osseo Water Tower" Facebook page was developed to collect public opinions re the Osseo north water tower. Overwhelming interest in saving the tower was noted by residents. The Save the Osseo Water Tower Facebook page to date has received 2,185 "Likes" from people ("Tower Fans") who enthusiastically desire to preserve the historic north tower. In addition, numerous Osseo residents' comments on the Facebook site demonstrate support of the beloved tower. Many residents have contacted Osseo City Council members directly to confirm interest in saving the nearly 102 year-old tower from destruction.

For example, one resident stated, "I vote to keep the Osseo water tower! It is an historical landmark and there are not many left in Osseo! Also, with the highway bypasses we need the tower to help people easily find Osseo!"

Another resident commented, "I don't believe it should ever be a consideration for Osseo to tear this water tower down. It's an icon that reminds us where and how these towns were started back in the day...something that we should all be reflecting on now, especially how society and our lives have changed. Leave it alone! Leave it standing!"

And another resident wrote, "Osseo has lost a lot of its landmarks through fires, taxation, etc. It would be a shame to purposely destroy another landmark. People have a hard time finding Osseo the way it is."

Hundreds of comments reflect the same desire to preserve the iconic water tower. Osseo and surrounding community residents support preserving the north water tower, and see the tower as an important piece of Osseo's history and Minnesota's history.

Given the evident and significant association of the 1915 water tower to the history of growth and development in Osseo and the increasing rarity of the hemispherical form, the Osseo Water Tower is eligible for listing in the National Register of Historic Places. Recognition of the significance of the Osseo Water Tower is particularly important at this time because, like the Metropolitan area as a whole, the City of Osseo is expanding with some rapidity. As the intensive survey made clear, historic water towers are commonly replaced by towers with the larger capacities required to serve an expanding population. In addition, the expense associated with retaining a decommissioned tower, often including abatement of lead paint, can be daunting to a city government. For these reasons, the risk to the Osseo Water Tower is clear and present.

Work Plan and Timetable:

Condition Assessment Work Plan and Timetable

Contractor will inspect the interior and exterior of the City of Osseo's water tower, and furnish the necessary equipment, labor, material, as well as Workmen's Compensation Insurance and Contractor's Liability Insurance, complete the condition assessment, and provide a report that outlines outcome of inspection and recommended repairs.

This condition assessment service is to include an inspection of the interior and exterior coatings, and for all AWWA and OSHA compliance with safety and sanitation standards. Contractor will follow with a report of conditions and recommendations.

Timetable

After the City of Osseo reviews and accepts Contractor's proposal, Contractor will schedule the professional inspection.

Contractor will complete the inspection on the date mutually agreed-upon with the City of Osseo.

The Contractor's inspection will include the following:

1. Inspect the interior wet area of the water tower for any areas of corrosion and or paint failure areas.
2. Inspect the exterior structure of the water storage tank, including all hatch doors, gaskets, and vents. Inspect and report all OSHA deficiencies on the water tank and provide budget numbers for repair on the inspection report.
3. Send an inspection report to the City of Osseo and provide pictures to the City of Osseo once the work is completed.
4. Submit an inspection report and all pictures to the City of Osseo and the Osseo Historic Preservation Commission unless otherwise asked.

Project Personnel:

Condition Assessment Project Personnel

Chad Edwards, Field Representative
Maguire Iron, Inc.
Water Tower Specialists
Sioux Falls, SD 57101

605-759-4957 Cell
605-334-9749 Office
edwardsc@maguireiron.com

After the City of Osseo reviews and accepts Maguire Iron's proposal, Chad Edwards, Field Representative, Maguire Iron will schedule a mutually agreed-upon date with the City of Osseo for the water tower inspection/condition assessment.

Chad Edwards will then complete the inspection of the water tower on the date of service mutually agreed upon with the City of Osseo. This service will include an inspection of the interior and exterior coatings, and for all AWWA and OSHA compliance with safety and sanitation standards.

Chad Edwards will follow with a report of conditions and recommendations to the City of Osseo.

Provide estimates for the following. If none, enter "0":

Estimate the number of project hours worked by newly hired staff to be paid for with grant funds

Enter number:

0

Estimate the number of project hours worked by existing part-time staff to be paid for with grant funds.

Enter number:

0

Estimate the number of vendors/consultants/ contractors who will work on the project (non staff).

Enter number:

1

Enduring Value:

Water towers were once a common site on the horizon - in towns big and small across the State of Minnesota. The towers were a badge of honor, representing a thriving community preparing itself for a prosperous future. Today, as communities are growing far beyond the capacity of their historic water towers, examples like the 1915 hemispherical tower at Osseo are rapidly becoming something only seen in picture postcards. The people of Osseo recognize the historic significance of their 1915 water tower and have embraced it as a symbol - one to remind them of their collective history, but also one to be rallied around to promote their community. Listing the 1915 Osseo water tower in the National Register of Historic Places will validate the City of Osseo's commitment to the structure's preservation by officially recognizing the tower's historic value and by providing an avenue to its rehabilitation. The enduring value of this project is that, through this example of a once-common, now vanishing water tower, the current and future residents of Osseo and of Minnesota will have the opportunity to see and understand the role of public works in the historic growth and development of their State.

Sustainability:

Although listing of a resource in the National Register of Historic Places does not fully protect it from later demolition or alteration - such protection is typically provided by local ordinance - it does afford a measure of protection by providing an official recognition of historic significance. That recognition goes a long way in educating the public, garnering local support from residents and officials, and raising awareness. This function of the National Register of Historic Places is a critical factor in the question of sustainability and we believe that the work of placing the Osseo Water Tower in the National Register is critical to its preservation and longtime sustainability.

MEASURABLE OUTCOMES AND EVALUATION

Use the Evaluation Metrics Table to describe how you will evaluate the project's success. What effect did the program have on your audience (members, community, and others)? What standards are you attempting to meet? How will you analyze the results? Each project should have at least one goal. Any application without at least one evaluation metric will be considered incomplete. Short term goals might be achieved during or at the end of the project; medium term goals might be achieved at the end of the grant or within a few months after the project is complete; and, long term goals might be achieved within about 5 years following the grant. Do not restate your Project Description or Work Plan - neither are evaluation metrics. Indicators must directly relate to impacts.

To complete the Evaluation Metrics Table below, choose the green "+" in the upper right corner to add each evaluation metric. Begin with short term goals, followed by medium and long term. To be an impact there must be a change in knowledge, status, or behavior. To be measurable, establish meaningful indicators to show when change has occurred.

Evaluation Metrics

Timeframe	Expected Impact	Progress Indicator
Intermediate	The ultimate goal of this multi-phased project is the preservation of the Osseo Water Tower, facilitated by placement of the tower in the National Register of Historic Places. Preservation of the water tower is expected to encourage community interest in local history and to play a part in local economic development. During the course of the intensive level survey and evaluation, the public remained engaged through the "Save the Osseo Water Tower" Facebook page - the reported progress toward National Register listing has only increased local interest and support. Work will continue to keep residents informed, identify contracting resources for the structure's rehabilitation, and the creation	Progress is indicated via completion of the National Register nomination and subsequent review by the City of Osseo; the Minnesota SHPO, the Minnesota nominations review committee, and (ultimately) the NPS.

Timeframe

Expected Impact

Progress Indicator

of a plan for enhancing the tower's role as a visual icon of the City of Osseo.

APPLICATION ATTACHMENTS AND REQUIRED DOCUMENTATION

Use the Request Documents section below to upload files from your computer to your application. Label all uploaded files as to what they specifically contain (photos, plans, bids, etc.) Do NOT upload .ZIP files. Click on the green + to locate the items to be uploaded. Then click the Add Files button on the lower left to find the files on your computer. Once you have added the files to be uploaded, click on the Start Upload button to upload the files. Wait until the status shows 100% before closing.

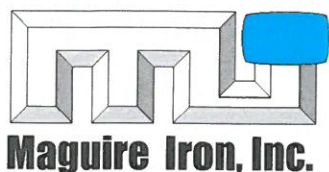
Most categories require specific attachments to the application. Be sure to check the guidelines (link opens in new window) for the category to which you are applying to determine the required attachments. Failure to submit a required attachment will result in disqualification.

For non-governmental applicants applying for \$25,000 or more: Financial records (Form 990, Form 990 EZ, Certified Financial Audit, or year End Financial Report) are required.

For all sponsorship applications (when one or more eligible applicants apply on behalf of a non-eligible applicant): Legacy Sponsored Project Form (link opens in new window) is required. Be sure to save a copy of this form on your computer before you begin to work on it.

Delete Request Document/s:

REQUEST DOCUMENTS	
 SRB March 2017 - Copy.pptx	Added by Kathleen Gette at 4:14 PM on March 25, 2017
 Osseo_Inspection Contract.doc	Added by Kathleen Gette at 4:14 PM on March 25, 2017



P.O. Box 1446
Sioux Falls, SD 57101
Phone (605) 334-9749
Fax (605) 334-9752
www.maguireiron.com

1/28/2017

Kathleen Gette
Osseo Historic Preservation Commission
Osseo, MN 55369

RE: Inspection / 50,000 MG Water Tower

Kathleen,

I wanted to thank you for the opportunity to offer our services to the Osseo Historic Preservation Commission. I have attached an inspection agreement to do the Interior and Exterior inspection of your water tower.

This service would consist of an inspection of the interior and exterior coatings. We will also be inspecting for all AWWA and OSHA compliance with safety and sanitation standards in mind. We will follow with a report of conditions and recommendations.

After review and upon acceptance, please sign the original contract and make a copy for yourself, then send the original back to the Maguire Iron office so we can get the service on our growing schedule.

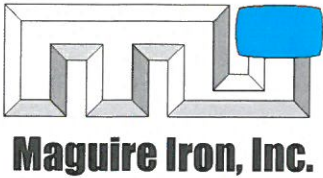
Once again we appreciate you considering Maguire Iron for the maintenance of your tower and we hope to work with you soon. If you need anything else at all, please do not hesitate to call me.

Regards,

MAGUIRE IRON, INC.

Chad Edwards

Chad Edwards
Field Representative
605-759-4957 Cell
605-334-9749 Ofc
edwardsc@maguireiron.com



PO Box 1446
Sioux Falls, SD 57101
Phone (605) 334-9749
Fax (605) 334-9752

WATER TOWER SPECIALISTS
Established 1915
New and Used Tanks
www.maguireiron.com



CONTRACT

This contract made and entered into this _____ day of _____, **2017** by and between the _____
Osseo Historic Preservation Commission herein after called the "Owner" and Maguire Iron, Inc., a
South Dakota Corporation with its principal office located in Sioux Falls, South Dakota, hereinafter called the "Contractor" for and in consideration of the mutual
covenants and promises hereinafter contained.

WITNESSETH:

Contractor agrees to make the following repairs and improvements on the Owner's water supply tank, and to furnish the necessary equipment, labor,
material, as well as Workmen's Compensation Insurance and Contractor's Liability Insurance, and to do the work hereinafter stated in a good and workmanlike manner.

Inspection of the Historic Elevated Water Storage Tank

1. Contractor hereby agrees to inspect the interior wet area of the water tower for any areas of corrosion and or paint failure areas.
2. Contractor will inspect the Exterior structure of the water storage tank, including all hatch doors, gaskets, and vents. Contractor will also inspect and report all OSHA deficiencies on the water tank and provide budget numbers for repair on the inspection report.
3. Contractor shall send an Inspection report to the Commission and shall provide pictures to the Commission once the work is completed.
4. Inspection report and all pictures will be submitted via a jump drive to the Historic Commission unless otherwise asked.

Total sum of service: \$3,750.00

Owner is responsible for disposal or salvage of all remaining material to include spent blast media, paint containers, and other job site related material.

Owner will inspect the work as it progresses and upon completion and acceptance by Owner of the above work, the sum of \$ as above plus applicable sales and/or use tax shall become due and payable in full.

Terms: Net 30 days from acceptance and invoicing. A service charge of 1 1/4% per month (annual rate of 18%) will be charged on past due accounts.

Maguire Iron, Inc. reserves the right to impose fuel or other surcharges in effect at the time of project performance. During any exterior painting, Owner shall assist in removing any vehicles in the area which might receive paint damage. If there is any sandblasting involved in the work, Owner will be responsible for collection and disposal of any and all blast media.

Maguire Iron, Inc. will exercise reasonable care and caution to avoid, but will accept no liability for damage to antenna, communication, telemetry and/or electrical system(s) which may be attached to the structure. Removal, repair and/or replacement of the antenna, communication, telemetry and/or electrical system(s) shall be the responsibility of the Owner.

HAZARDOUS MATERIAL DISCLAIMER: *In the event that hazardous materials are on the water tank and this information is not addressed in the specification or made known to Maguire Iron, Inc. prior to the price or bid being supplied by Maguire Iron, Inc., any additional means of hazardous material abatement or disposal costs will be born upon the Owner.*

Owner and the authorized agents signing this contract as such agents do hereby expressly warrant that Owner has authority to make and enter into this contract and that it becomes a party hereto pursuant to a lawful resolution duly and regularly adopted by the governing board of said Owner pursuant to the applicable statutes of this State.

Customer shall reimburse Company for all travel, meal and entertainment expenses incurred by Company and its employees in connection with Company's performance under the contract. To the extent that any meal or entertainment expenses incurred by Company or its employees are subject to the limitation on deductibility under IRC Section 274(n) (1) and the Regulations thereunder, Customer shall be subject to the limitation and shall reduce its deduction accordingly. **This is included in the contract amount.**

This constitutes the entire contract. No verbal agreements or additions will be honored. Any amendments or additions hereto must be in writing and executed by the duly authorized agents and officers of the parties hereto.

IN WITNESS WHEREOF, we have set our hands and seals the day and year above written.

Owner Osseo Historic Preservation Commission

By _____
(Title)

By _____
(Title)

Date Accepted: _____

Upon acceptance, please provide two (2) signatures and date the agreement.

MAGUIRE IRON, INC.

By Chad Edwards 2/28/17
(Authorized Agent) (Date)



City of Osseo City Council Meeting Item

Agenda Item: Approve InterMarque Vintage Foreign Car Show and Craft Fair – May 13

Meeting Date: April 24, 2017

Prepared by: Riley Grams, City Administrator

Attachments: Event Map
Event Flyer

Policy Consideration:

Consider approving the 2017 InterMarque Vintage Foreign Car Show and Craft Fair on May 13. The approval also includes all related road closures for the event.

Background:

The annual Osseo-InterMarque Vintage Foreign Auto Show and Craft Fair is back in Osseo again this year, scheduled for Saturday, May 13, 2017. This year's event will mark InterMarque's 25th annual show, and will be the fifth event here in Osseo. Because it's the 25th event, InterMarque will ask each of the individual car clubs to bring their two or three best feature cars for special placement around the Park. The featured car clubs include Austin-Healey, Citroen, Delorean, Jaguar, Lotus, SAAB, Triumph, Mercedes Benz and many more.

The event takes place in downtown Osseo and in Boerboom Park again and draws in hundreds, if not thousands, of people to downtown Osseo. The event is open to the general public and begins at 10:00 AM and ends at 3:00 PM, rain or shine. We will have the popular Craft Fair in the Park again this year, along with the Osseo Lions offering concessions and refreshments in the Park as well. The Osseo Fire Department will also have the REO available at the Fire Station. CROSS Food Shelf will also have donation bins on site for anyone to drop off a food item.

The associated road closure map is attached, and includes Central Ave from 2nd Street to 6th Street. Additionally, one block of 5th and 4th Streets on either side of Central Ave will also be closed. We will make accommodations for residents and business owners to reach the alleys. The Police Department will set up No Parking signs overnight Thursday into Friday before the event along these areas. Both Public Safety garage accesses (Police and Fire) will remain 100% open through the duration of the event.

The event's promoter, John Engstrom, will be on hand to give more details of this year's Osseo event.

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

Options:

The City Council may choose to:

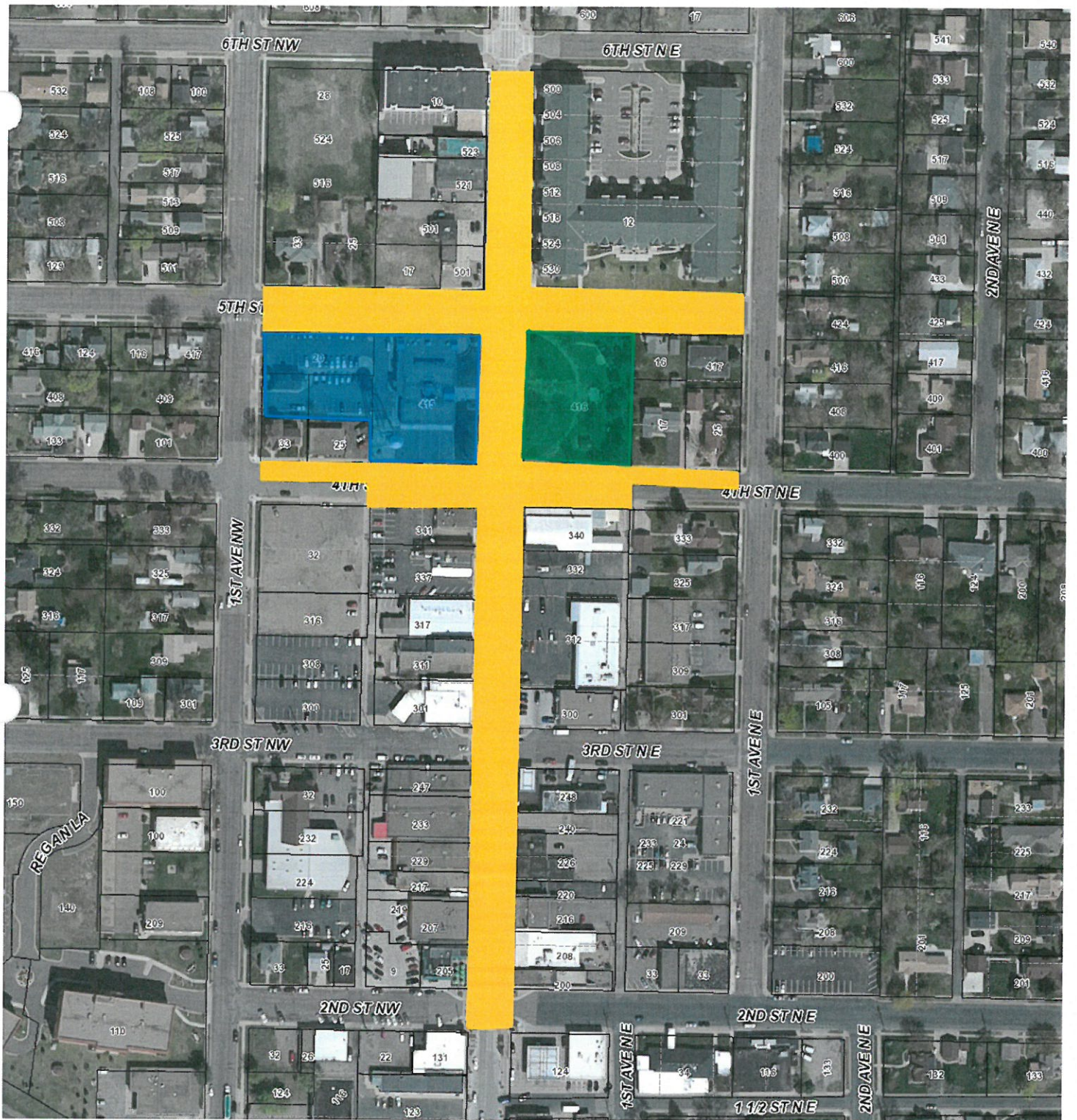
1. Approve the 2017 Osseo InterMarque Vintage Foreign Auto Show and Craft Fair with associated road closures;
2. Approve the 2017 Osseo InterMarque Vintage Foreign Auto Show and Craft Fair with associated road closures, with noted changes/as amended;
3. Deny to approve the 2017 Osseo InterMarque Vintage Foreign Auto Show and Craft Fair with associated road closures;
4. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve the 2017 Osseo InterMarque Vintage Foreign Auto Show and Craft Fair with associated road closures.

Next Step:

Staff will continue to plan and promote the event.



0 202 Feet



Disclaimer:

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of Osseo is not responsible for any inaccuracies herein contained.



InterMarque™

25th annual
vintage
foreign
car show

Spring Kick-Off

10AM-3PM

Osseo, MN • May 13, 2017

RAIN or
SHINE



CRAFT SHOW in the park

Awards at 1pm followed by a **Road Rally!**

FREE SHOW! Please bring a **non-perishable food item** to donate.

Placement begins at 9 am. First come. First parked. Want to park together? Arrive together.

Thanks to our
club sponsors &
the city of Osseo!

Lotus Owners Oftha North (LOON) • Jaguar Club of MN • Citroën Club of MN • MN MG Group
Alfa Romeo Owners Club, Stella del Nord Chapter • MN Austin-Healey Club • MN MG T Register
Mercedes-Benz Club of America: Twin Cities Section • Metropolitans from MN • MN Triumphs
MN United Minis (MUM) • Vintage Sports Car Racing (VSCR) • North Coast Borgward Club

Map+Details at
InterMarque.org

Resolution No. 2017-xx**RESOLUTION ACCEPTING DONATIONS**

WHEREAS, the following have proposed contributing money to the City of Osseo; and

WHEREAS, the following have suggested the donations be used for Osseo Gateway Sign Fund; and

WHEREAS, the City Council of the City of Osseo agrees that said donations would be of benefit to the citizens of Osseo;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Osseo, Hennepin County, Minnesota, hereby acknowledges and agrees to accept said donations of money from the following on behalf of the citizens of Osseo; and

BE IT FURTHER RESOLVED that the City Council designates said donations for the Osseo Gateway Sign Fund.

Osseo Economic Development Authority	\$60,000
Highland Management Group	\$ 100

Resolution No. 2017-xx**RESOLUTION ACCEPTING DONATION**

WHEREAS, the following has proposed contributing money to the City of Osseo to be used for Music & Movies in the Park; and

WHEREAS, the City Council of the City of Osseo agrees that said donation would be of benefit to the citizens of Osseo;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Osseo, Minnesota, hereby acknowledges and agrees to accept said donation of money from the following on behalf of the citizens of Osseo.

BE IT FURTHER RESOLVED that the City Council of the City of Osseo designates said donation for the Music & Movies in the Park Fund.

Osseo American Legion Club

\$1,000

Resolution No. 2017-xx

RESOLUTION ACCEPTING DONATION

WHEREAS, the following has proposed contributing money to the City of Osseo to be used for the 1st Annual Spring Food Truck Event; and

WHEREAS, the City Council of the City of Osseo agrees that said donation would be of benefit to the citizens of Osseo;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Osseo, Minnesota, hereby acknowledges and agrees to accept said donation of money from the following on behalf of the citizens of Osseo.

BE IT FURTHER RESOLVED that the City Council of the City of Osseo designates said donation for the Spring Food Truck Event.

LCI - Lawinger Consulting Inc

\$300

Resolution No. 2017-xx**RESOLUTION ACCEPTING DONATION**

WHEREAS, the following has proposed contributing money to the City of Osseo; and

WHEREAS, the following has suggested the donation be used for the Beautification/Flower Fund;
and

WHEREAS, the City Council of the City of Osseo agrees that said donation would be of benefit to the citizens of Osseo;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Osseo, Hennepin County, Minnesota, hereby acknowledges and agrees to accept said donation of money from the following on behalf of the citizens of Osseo;

BE IT FURTHER RESOLVED that the City Council designates said donation for the Beautification/Flower Fund.

Malone Insurance Agency, LLC	\$100
Harold E. & Gayle Johnson	\$500
(in memory of Ruth Ervasti, Earl Hoppenrath, Rosella Lindquist, Steven Simons, Rawland Trombley)	



Osseo City Council Meeting Item

Agenda Item: Approve Agreements with Revolutionary Sports for 2017 Youth Recreation Programs

Meeting Date: April 24, 2017

Prepared by: Nancy Abts, City Planner

Attachments: Agreement

Policy Consideration:

The City Council should consider an agreement for services for summer youth recreation programs.

Previous Action or Discussion:

At the April 10 City Council meeting, the item was tabled for additional time to consider the agreement.

Background:

Revolutionary Sports proposes to provide a variety of youth sports classes as camps in Osseo in June, July, and August 2017. Staff worked with the provider and the City Attorney to prepare formal agreements with the service providers.

Budget or Other Considerations:

Services will be paid for with the Youth Recreation budget and participant registration fees.

City Goals Met By This Action:

- Provide a variety of activities for all citizens with continued and new City events and programs
- Promote an healthy and high quality standard of living

Options:

The City Council may choose to:

1. Approve the summer youth program agreement as presented;
2. Approve the summer youth program agreement with noted changes/as amended;
3. Deny the summer youth program agreements;
4. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve the summer youth program agreement as presented;

Next Step:

Staff will begin promoting the programs and accepting registrations once they are approved.

AGREEMENT FOR SERVICES

THIS AGREEMENT FOR SERVICES ("Agreement for Services") is made, effective as of this 25th day of April, 2017, by and between the City of Osseo, a Minnesota municipal corporation ("City") and Revolutionary Sports, LLC ("Provider").

WITNESSETH:

WHEREAS, the City wishes to permit the Provider to provide recreational programs to the City's youth 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 agree as set forth below:

A. Services. The Provider shall provide recreational programs in the form of a series of youth sports activities on dates and times described in APPENDIX A ("Services"), except that the City may remove Services from APPENDIX A at no cost prior to fourteen (14) days before the start of the individual Service. 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. 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 improving future events.

B. City Responsibilities. In support of the Services, the City shall process registrations and receive registration fees for participants benefiting from the Services. The City shall issue reimbursements for cancellation due to low enrollment for registrations the City has received. The City will furnish the Provider with a list of registered participants at least fourteen days prior to the activity start date.

C. Facility and Equipment. The City grants the Provider a license to use Sipe Park and the fields and courts it contains for the Services. For any Services offered requiring an alternate location, the City will also make available a rain location for the Services for use in the event of inclement weather. The Provider shall be responsible for providing all other supplies, additional Providers and personnel, and any other equipment that is necessary for the Services. The City shall not be obligated to provide any other additional Providers, equipment, supplies, or other facilities for the Provider.

D. Compensation. In consideration for the Services, the City shall pay the Provider an agreed-upon per-participant, per-class, or per-camp 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.

E. 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 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.

F. Background Checks. 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.

G. 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.

H. Insurance. Provider and 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 throughout 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.

I. 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 Sipe Park and any other 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.

J. Term. This Agreement shall be effective on April 11, 2017 and shall terminate on December 31, 2017. This Agreement may be renegotiated or otherwise amended at any time by mutual written agreement of the parties. Either party may terminate this Agreement with or without cause upon thirty (30) days' written notice to the other party, except that if Provider fails to fulfill its obligations under this Agreement in a professional and timely manner or otherwise violates the terms of this Agreement in the sole discretion of the City, the City shall have the right to immediately terminate this Agreement.

K. 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.

L. Data Practices Act Compliance. Provider acknowledges that the City is subject to the Minnesota Government Data Practices Act, (Minn. Stat. Chapter 13, "the Act") and that the data and information provided under this Agreement shall be maintained and administered in accordance with the Act. Provider agrees to comply with the Act and all other applicable state and federal laws relating to data privacy or confidentiality. Provider will immediately report to the City any requests from third parties for information relating to this Agreement or to the services being provided. Provider agrees to hold the City, its officers, elected officials and employees harmless from any claims resulting from Provider's unlawful disclosure or use of data protected by law.

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.

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: _____

APPENDIX A: CLASS & CAMP SESSIONS

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

Mondays			
	Time	Sport 1	Sport 2
Season 1: June 5, 12, 19, 26, July 3, 10	5:30-6:00 pm	Soccer TotStars (ages 2-3, parent child)	Tennis KinderStars (ages 4-6, parent child)
	6:00-6:45 pm	Soccer KinderStars (ages 4-6, parent involved)	Tennis MightyStars (ages 6-9)
	6:45-7:30 pm	Soccer MightyStars (ages 6-9)	Tennis SkillStars (ages 8-12)
Season 2: July 17, 24, 31, August 7, 14, 21	5:30-6:00 pm	Soccer TotStars (ages 2-3, parent child)	Flag Football KinderStars (ages 4-6, parent child)
	6:00-6:45 pm	Soccer KinderStars (ages 4-6, parent involved)	Flag Football MightyStars (ages 6-9)
	6:45-7:30 pm	Soccer MightyStars (ages 6-9)	Flag Football SkillStars (ages 8-12)
Wednesdays			
	Time	Sport 1	Sport 2
Season 1: June 7, 14, 21, 28, July 5, 12	5:30-6:00 pm	Baseball TotStars T-ball (ages 2-3, parent child)	---
	6:00-6:45 pm	Baseball PreStars T-ball (ages 3-5, parent child)	Soccer PreStars (ages 3-5, parent child)
	6:45-7:30 pm	Baseball KinderStars Coach Pitch (ages 4-6, parent involved)	Soccer MiniStars (ages 5-8)
Season 2: July 19, 26, August 2, 9, 16, 23	5:30-6:00 pm	Baseball TotStars (ages 2-3, parent child)	---
	6:00-6:45 pm	Baseball PreStars (ages 3-5, parent child)	Soccer PreStars (ages 3-5, parent child)
	6:45-7:30 pm	Baseball KinderStars (ages 4-6, parent involved)	Soccer MiniStars (ages 5-8)
Day Camps			
	Time		
Camp 1: June 12, 13, 14, 15	1 hr early	Early Drop Off	
	9:00 – 11:30 am	Morning Session	
	12:30 – 3:30 pm	Afternoon Session	
	1 hr late	Late Pick Up	
Camp 2: July 3, 5, 6, 7	1 hr early	Early Drop Off	
	9:00 – 11:30 am	Morning Session	
Camp 3: Aug. 21, 22, 23, 24	1 hr early	Early Drop Off	
	9:00 – 11:30 am	Morning Session	
	12:30 – 3:30 pm	Afternoon Session	
	1 hr late	Late Pick Up	

APPENDIX B: FEE SCHEDULE FOR REIMBURSEMENT

	Minimum Enrollment	Bill amount for event @ Minimum Enrollment	Bill amount for each additional kid	Maximum Enrollment
Evening Class	6 / age group; 2 age groups	\$600 @ 2 age groups \$720 @ 3 age groups	\$ 40.00	12 / coach12 s
Full Day Camp (programming only)	8	\$300 / day	\$44 / 1 day \$156 / 5 days	10 students – 1 staff after 12 students
Half Day Camp (programming only)	8	\$150 / day	\$20 / 1 day \$76 / 5 days	
Early/Late pickup for Camp (per hour)		\$25		



Osseo City Council Meeting Item

Agenda Item: Approve Subsidies for 2017 Youth Recreation Programs

Meeting Date: April 24, 2017
Prepared by: Nancy Abts, City Planner

Attachments: Subsidy Worksheet

Policy Consideration:

Consider using Youth Recreation funds to subsidize Osseo residents' Summer Recreation program registrations.

Previous Action or Discussion:

The City Council considered summer programs on March 27. The Council gave general approval for programs by Merry Time Arts and Revolutionary Sports.

Background:

Once agreements for the programs are in place, the City can begin offering the programs. The Council should set what resident and non-resident registrations rates for the programs.

The Parks & Rec Committee recommended offering a large discount to Osseo residents. The Committee wanted to maximize the program's value for Osseo residents. The '75 percent off' cost would provide subsidies to a smaller number of kids--perhaps 100. But, kids might enroll in several programs. So, the ~100 subsidized registrations may not serve many individuals. To serve more Osseo residents, a more limited subsidy is proposed. According to the Census Bureau, there are around 300 Osseo residents in the targeted age range for these programs.

A revised plan would give residents a 30 percent discount, plus cover the full cost of the mural project. Registration fees for residents and non-residents under this plan are summarized below:

	Actual / Non-Resident Cost per Registration	Subsidized / Resident Cost per Registration
Evening Sports Classes: 1/wk @ 6 wks of classes	\$ 40.00	\$ 28.00
Full Day Camps	\$ 156.00	\$ 109.20
Half Day Camps	\$ 76.00	\$ 53.20
Arts Classes (Individual Class; 2 age tracks)	\$ 25.00	\$ 17.50
Group Mural (Open house format; no registration)	\$ 0.00	\$ 0.00

This could serve ~250 Osseo registrations, across all programs (see attached worksheet). There would be just under 500 registrations from all residents and non-residents. Many participants may choose to register for more than one class or camp. However, projections are for the subsidies to benefit over 100 distinct participants.

Staff recommends taking registrations on a first-come, first-served basis. Osseo resident discounts will be given until a maximum of \$6,500 has been used. A disclaimer will be included on the registration materials. After that amount has been reached, residents can continue to register for classes at the standard rate. (The remaining \$1,500 in the budget will be held as a 'contingency' amount.)

The City will handle the discounted registrations for both programs. Then, the City will pay the contractors for their services.

Budget or Other Considerations:

Services will be paid for with the Youth Recreation budget and participant registration fees.

City Goals Met By This Action:

- Provide a variety of activities for all citizens with continued and new City events and programs
- Promote an healthy and high quality standard of living

Options:

The City Council may choose to:

1. Approve the summer youth program subsidies as presented;
2. Approve the summer youth program subsidies with noted changes/as amended;
3. Deny the summer youth program subsidies;
4. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve the summer youth program agreement as presented;

Next Step:

Staff will begin promoting the programs and accepting registrations once the agreements and registration costs are approved.

		Enrollment Projections							Program Costs		Subsidy Calculations			
30% Subsidy for Osseo Residents	Total Events	Average Enrollment / Event	Total Expected Enrollment	Est. % Osseo Enrollment	Est. Osseo Enrollment #	Est. Enrollment in Multiple Sessions	# of Distinct Enrollees per Program-- Est.	Actual / Non-Resident Cost per Enrollee	Total Cost for Expected Enrollment	Percent of Subsidy	Value of Subidy	Subsidized Cost per Enrollee	Total Amount of Subsidy	
Evening Sports Classes: 1/wk @ 6 wks of classes	22	10	220	65%	143	60%	57	\$ 40.00	\$ 8,800	30%	\$ 12.00	\$ 28.00	\$ 1,716.00	
Full Day Camps	2	44	88	65%	57	60%	23	\$ 156.00	\$ 13,728	30%	\$ 46.80	\$ 109.20	\$ 2,676.96	
Half Day Camps	1	25	25	65%	16	40%	10	\$ 76.00	\$ 1,900	30%	\$ 22.80	\$ 53.20	\$ 370.50	
Arts Classes (Individual Class; 2 age tracks)	10	16	160	65%	104	80%	21	\$ 25.00	\$ 4,000	30%	\$ 7.50	\$ 17.50	\$ 780.00	
\$25 off incentive to enroll in all 5 Art classes / age group	5		15	65%	-75	100%	0	\$ 25.00	\$ 375				\$ 375.00	
Per Class Cost for all 6 Arts Classes (if "bulk" discount used)								\$ 20.83		\$ 13.33				
Mural (offered as an Open House format; no registration needed)	1	20	20	65%	13	90%	2	n/a	\$ 500	100%			\$ 500.00	
Total Expected			493	Output:	258	Output:	113		\$ 29,303	Output:			\$ 6,418.46	
Target Subsidy Amount									\$ 6,500	Difference in Target & Actual Subsidy			1.25%	
Subsidy as % of Costs									22.2%				\$81.54	



City of Osseo City Council Meeting Item

Agenda Item: Approve Osseo Spring Opener Event – May 20

Meeting Date: April 24, 2017

Prepared by: Riley Grams, City Administrator

Attachments: Event Details

Policy Consideration:

Consider approving appropriate road closures for the Osseo Spring Opener Event on May 20.

Background:

Councilmember Larry Stelmach and EDA President Todd Woods will be present to give the Council a presentation on the Osseo Spring Opener Event, to be held on May 20.

Previous Action or Discussion:

The EDA has approved sharing 50% of the total event costs.

Budget or Other Considerations:

While MN Statue 469.191 gives the City the authority to donate up to \$50,000, the City has no identified source of funds for this event outside of Contingency Funds. There is very limited authority for cities to spend money for community type events or celebrations. The preferred method would be to fundraise the remaining gap, and if there is a need for additional funding, the EDA consider increasing their donation to cover the full costs of this event.

City Goals Met By This Action:

Foster and promote economic development in the City

Provide a variety of activities for all citizens with continued and new City events and programs

Options:

The City Council may choose to:

1. Approve the 2017 Osseo Spring Opener event, related road closures, and give authority to Staff to implement any necessary agreements for the event;
2. Deny approval of the 2017 Osseo Spring Opener event;
3. Table action on this item for more information.



Imagery ©2017 Google, Map data ©2017 Google Terms Send feedback 50 ft

Show all X

OSSEO SPRING OPENER

WHEN

May 20, 2017
12:00-7:00pm

WHERE



FUN FOR ALL!

Enjoy downtown Osseo with
LIVE Music in the Park • Local
beers on tap poured by the
Osseo Lions • Delicious food
truck cuisine

ENTERTAINMENT LINE UP

12:00 TBD

1:00 TBD

2:00 TBD

3:00 TBD

4:00 TBD

5:00 TBD

6:00 TBD

7:00 TBD

FEATURED FOOD TRUCKS

TBD

TBD

TBD

TBD

TBD

TBD

CRAFT BEERS

TBD

TBD

TBD

TBD

TBD

OUR SPONSORS

BUSINESS NAME
Business phrase
Contact information



BUSINESS NAME
Business phrase
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Osseo 1st Annual Spring Fling & Food Truck Fair

Osseo is planning to host a Spring Fling event encourage people to visit our city. This event is scheduled shortly before the end of the school year to get people out of the house after the long winter.

Central Avenue, Osseo, MN

The event will take place on Central Avenue between 3rd St and 5th St and around Boerboom Park on May 20th 2017 12:00pm till 7:00PM

Variety of Food Trucks

We are working with independent food truck owners and the Minnesota Food Truck Association to ensure a variety that will give attendees a taste of some unique food they may not otherwise have the chance to sample. For an event like this we have been provided an estimate of 2,000 attendees, possible more.

Live Music & Entertainment in Boerboom Park

Several live music and entertainment options will be provided with all being targeted as family friendly. We are working to potentially add a small petting zoo as well.

Businesses In Town

Central Business District businesses are encouraged to put together "events" to draw even more people. The City will grant temporary allowance of "Sidewalk Sale" type displays or café seating for the restaurants.

Sponsorship Levels

If you would like to donate, a form letter will be sent providing you with the details of how to contribute. You will gain the benefits below for specific donation levels.

Silver	\$100	Business on Flyer
Gold	\$150	+ LED Sign by Park
Platinum	\$300+	+ LED sign by park, more than once per cycle

We are working to get some radio air and the Top 5 donors will get an additional mention on air.

Objective:

Create a new event in town, at a time with reduced competition from other cities, attracting typical and non-typical traffic, appealing to multiple age ranges and individual interests.

- * Make Osseo "the brand"
- * Name event
 - * Osseo Spring Festival
 - * Oseo Mobile Gastronomy Fesitval OMG
 - * Osseo Spring Eye Opener
 - * Etc....

Why:

Fulfill EDA centric mission of promoting Osseo businesses

- * MN Food Truck Ass'n forecast was 2K-3K attendess based on model
- * Increased visibility of Osseo businesses & open store front opportunities
- * Visitors who park in residential, see houses for sales
- * Osseo on the whole is marketed

Integration of Park/Rec into process

- * Last year the idea was supported

Where:

Osseo Main Street from 2nd St to 5th St (N of Holiday to S of Boerboom Park)

- * Possible use of some side streets as neccessary

When:

Saturday, May 20th, from 12pm - 7pm

- * Week after Monther's Day
- * Week after fishing opener
- * Students still in school, so families still in town
- * People getting out, looking for "lunch spot" that's outside & fun
- * People have opportunity to "get out of house" after being inside through winter
- * Sunday still a "free day"

What:

Foods trucks with non-typical fare available for local & non-locals to try/enjoy.

Food truck owners & MN Food Truck Ass'n say this model works well for them.

- * All Food Trucks must have different fare

- * See examples below

- * Sushi

- * Farm to Table

- * Mexican

- * Gourmet dishes

- * Deserts

- * Etc...

Music/Entertainment:

- * Begin w/Mayoral introductions - Possible for our State Representative to speak as well.

- * Osseo High School Band Starts Music (reinforce School connections)

- * Teddy Bear Band

- * Music evolves into more adult styles as day progresses

- * People bring own picnic blankets & lawn chairs

Local Beers:

- * In talks with Lion's to do the beer garden

- As Lion's important part of Osseo's history

- * Local beers which drive "cult following"

- * Surley

- * Indeed

- * Omni

- * Etc...

How:

Marketing:

- * Literature @ local Churches, businesses local & non-local

- * City Facebook & Website

- * Food Trucks who attend utilize social media & websites to advertise event

- * Feature beers asked to assist w/social media/websites to advertise event

- * 1500 AM Website

- * Growler (publication) - No Charge to

- * City Pages

- * Channel 12

Parking:

- * St. Vincent approved
- * Approach other Churches after event approval

Tables/Seating:

- * Lion's to see if we can use their tables/chairs
 - * fee?
- * Metro Tent - driving stakes into the ground on park??
- * Café Tables in front of main street businesses - asking Council approval of sidewalk seating for the day, in front of stores.
- * Picnic blankets & lawn chairs brought by visitors for music in park

Costs:

Osseo Police (5 Officers)

* \$315.20/hr x 8 hr = \$2521.60

Public works (15-20 labor hours @ \$60/hr)

* \$63.04/hr x 20 hour = \$1260.80

Portable Bathrooms

* \$460.00

* \$470.00

Broadway Party & Tent - See Attached

Insurance

Per City Country (Osseo LMC Policy)

\$0.00 as "City isn't selling" anything

Advertising/Marketing

* Vendors contribute with their social media & websites (free)

* Osseo Facebook & Website (free)

* 1500 AM Radio Spot (Discussed by T Woods)

* During "The Beer Show" radio show

* 1500 AM Radio Spot during non-beer show time frame - Quote Forthcoming

* Growler Options - Free Event Posting (Discussed by T Woods)

* Sun Publications

* 1/8 Page Black/White in Osseo Maple Grove Life reaching 15,145 house holds = \$151 @ 1 week

* 1/8 Page Black/White in Osseo, Maple Grove, Champlin Dayton Press reaching 1955 house holds = \$151 @ 1 week

* If run in both publications, there is 10% discount

* City Pages - See Attached

Food Trucks:

Food truck not charged @ this event, but the City

* We have no data to prove expected traffic - unique model in area having unknown/no similar event history.

* \$150.00 deposit required by Food Truck required to secure spot

- * only returned if they are there from open to close
and they clean up after themselves

- * MN Food Truck Ass'n suggested 6 food truck at initial event

Beer:

Actively recruiting Osseo Lion's

- * They will secure liquor licenses
- * They self insure @ liquor sales
- * Volunteer labor base as they fund raise & recruit membership

Creating Traffic Flow:

Explore Osseo - Business Owners

- * This local business group can organize "Adult Easter Egg Hunt"
- * Attendees go into participating stores for their "stamp"

Funding

Asking Osseo EDA/City Council to consider funding new event

- * If approved we can formally ask business/organization to sponsor
 - * Already positive feed back, as their name on LED Board and flyer
 - * Scenic Signs & Watchfire Signs providing free LED mini billboard for free

Nancy Abts

From: Larry Stelmach
Sent: Friday, April 07, 2017 11:51 AM
To: Nancy Abts
Subject: FW: Osseo Maple Grove Ads info

From: Mike Specht [mailto:mike.specht@ecm-inc.com]
Sent: Friday, April 07, 2017 11:23 AM
To: Larry Stelmach
Subject: Osseo Maple Grove Ads info

Larry,

Good speaking with you today.

Circulation:

DATE:		THURS	
	OSSEO MAPLE GROVE/CHAMPLE DAYTON PRESS	1955	
DATE:			
	CROW RIVER NEWS	1572	
DATE:			
	OSSEO MAPLE GROVELIFE	Fri	
	55311	Maple Grove	8,663
	55369	Osseo/Maple Grove	7,452
		Single Copies	30
		Total Saturation Delivery	16,145

Full Page: \$1,165

Half Page: \$668

¼ Page, \$376

1/8 Page, \$226

Take \$75 off ¼ and 1/8 page if Black and White Ad.

10% off both publications.

Please contact me with any questions and to get started.

Sincerely,

Mike

Mike Specht
Senior Account Executive

The Press
33 2nd Street NE
Osseo, MN 55369
Adams Communication

Office: 763-424-7371
Cell: 612-799-9778
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Nancy Abts

From: Larry Stelmach
Sent: Friday, April 07, 2017 11:50 AM
To: Nancy Abts
Subject: FW: City Pages Offers

From: Mike Yanke [mailto:myanke@citypages.com]
Sent: Friday, April 07, 2017 11:38 AM
To: Larry Stelmach
Subject: City Pages Offers

Hi Larry -

It was good to speak to you today.

Below, are three promo packages for your May 20th event.

Promos would start with our biggest issue of the year - Best of the Twin Cities on April 19th - with a follow-up the week of your event (May 17th.)

We hit all channels for you - print, online and email.

I'll call to follow-up soon!

Thanks,
Mike

\$500:

- 40K Banner Impressions – CityPages.com – April 19th - Event
- Event Listing – Best of the Twin Cities Themed Events Email – April 19th - 37K Recipients
- Event Listing – May 17th – Weekly Promo Email – 37K Recipients
- 1/8th Page Print Ad – Best of the Twin Cities – April 19th
- 1/8th Page Print Ad – May 17th Issue

\$750:

- 50K Banner Impressions – CityPages.com – April 19th - Event
- Event Listing – Best of the Twin Cities Themed Events Email – April 19th - 37K Recipients
- Event Listing – May 17th – Weekly Promo Email – 37K Recipients
- 1/6 Page Print Ad – Best of the Twin Cities – April 19th
- 1/6 Page Print Ad – May 17th Issue

\$1,000:

- 50K Banner Impressions – CityPages.com – April 19th - Event
- Featured Event Listing – Best of the Twin Cities Themed Events Email – April 19th - 37K Recipients

- Featured Event Listing – May 17th – Weekly Promo Email – 37K Recipients
- 1/4 Page Print Ad – Best of the Twin Cities – April 19th
- 1/4 Page Print Ad – May 17th Issue

--

Mike Yanke

Senior Multimedia Account Executive

Direct: 612-372-3739

Cell: 612-418-4088

www.citypages.com



NOTICE: YOUR CONTRACT WILL BE CLOSED ONCE EQUIPMENT HAS BEEN VERIFIED & ITS CONDITION INSPECTED.

QUOTATION # 576210



**BROADWAY
PARTY & TENT
RENTAL**
"We Rent Celebrations!"

BROADWAY PARTY & TENT RENTAL
8101 ASHTON AVE NE
FRIDLEY, MN 55432
763 208-1357

BroadwayPartyRental.com

SALES PERSON

NOELLE BENSON

Entered by 227 on 04-07-17

QUOTATION - CHARGE ACCOUNT

		601005					05-19-17	
RENTED TO:		CITY OF OSSEO 415 CENTRAL AVE MAPLE GROVE, MN 55369		PHONE NUMBERS	763 425-2624	08:00am		
					763	05-22-17		
				LARRY STELMACH		05:00pm		
FOOD TRUCK FUN								
RENTAL RATES (PER EACH ITEM)								
QTY.	EQUIPMENT # DESCRIPTION OF ITEM		MINIMUM	DAY	WEEK	4 WEEKS	ITEM AMT	
6552-0003								
15	TABLE, 8' X 30" PLYWOOD BANQUET (SEATS 8)		9.50	9.50			142.50	
* TABLES NEED TO BE COVERED - THEY'RE PLYWOOD * WE RENT & SELL TABLECLOTHS								
6550-0010								
120	CHAIR, BLACK ON TAN FOLDING		1.33	1.33			159.60	

Lessee agrees to DAMAGE WAIVER terms as stated on reverse side of this Agreement and agrees to a fee of 10.00% of gross rental charges. DAMAGE WAIVER - DECLINED ACCEPTED

Returned On Time (Check Above Date & Time Due) as well as Clean, Dry Re-Stacked, Packaged, and in Supplied Transport Containers and in Same Condition as Received. (To Avoid Additional Charges)

MY RENTAL / SALE IS TO BE CHARGED ON A CREDIT CARD.

MY SIGNATURE HERE WILL BE CONSIDERED MY APPROVAL TO USE THIS CARD TO PAY FOR ALL CHARGES.

X I HAVE READ AND AGREE TO THE CONTRACT TERMS ON THE BACK OF THIS DOCUMENT. THOSE TERMS CONSIST OF OUR ENTIRE AGREEMENT. NO ONE HAS MADE ANY ORAL OR OTHER WRITTEN REPRESENTATIONS OR PROMISES NOT INCLUDED IN THIS CONTRACT. I HEREBY ACKNOWLEDGE RECEIPT OF A COPY OF THIS CONTRACT.

X

CHARGES ARE FROM THE TIME YOU RECEIVED THE EQUIPMENT UNTIL RETURNED, WHETHER EQUIPMENT IS USED OR NOT

SUB TOTAL 302.10
Damage Waiver 30.21
TAX EXEMP # (BELOW) 8024461
ESTIMATED 332.31
DISCOUNT OF 5% APPLIED

***** THIS IS ONLY A QUOTE! THESE ITEMS ARE NOT RESERVED! *****
TO MAKE A RESERVATION CALL WITH MATCHING DRIVERS LICENSE & 'CREDIT' CARD



PLEASE SEND PAYMENT TO:
BROADWAY RENTAL EQUIPMENT CO.
6600 WEST BROADWAY AVE.
MINNEAPOLIS, MN 55420

HOURS:
MON-FRI 8AM-5PM
SAT (APR-AUG) 9AM-12PM
SAT (SEP-MAR) CLOSED
SUNDAY CLOSED

GENERAL INFORMATION & RENTAL TERMS

Broadway Party & Tent Rental
8101 Ashton Ave NE, Fridley, MN 55432
763-424-6155

www.BroadwayPartyRental.com "Visit our website for more detailed information!"

PRICES Most charges on contract are for one occasion/event (up to 3 day rental period like Friday to Monday). There are additional charges for late equipment. Charges are for time out whether equipment is used or not, so make selections carefully. Special rates are available for weekly or monthly use when pre-arranged.

CUSTOMER RESPONSIBILITIES Renter assumes responsibility for equipment rented from time received to time of return. Equipment is to be returned dry, restacked, refolded and repacked in same containers. Be sure equipment is secured when not in use and protected from weather. Check with management of hired venue to make sure they will do this for you. We charge full replacement cost for missing or damaged equipment or transport containers. All necessary permits, licenses, public & private utility marking is **CUSTOMERS RESPONSIBILITY**; Broadway Party & Tent Rental accepts **NO RESPONSIBILITY**. See below: Damage Waiver /Delivery /Cleaning/ Linens for more information.

RESERVATIONS & DEPOSIT A non-refundable credit card deposit (**NOTE: a debit card is NOT a credit card**) and Driver's License identification are required on all rentals and reservations, unless there is a pre-existing charge account. Reservations should be placed as early as possible. All rentals are reserved on a first come first serve basis.

DAMAGE WAIVER is optional & must be accepted **prior** to Rental Date Out. The fee for Damage Waiver is an additional 10% of the rental cost and is non-refundable. It covers the first \$100 of accidental damage to equipment. For damages over \$100 the Customer is responsible for paying 20% of repair / replacement costs. Damage Waiver does NOT cover vandalism, loss, or theft. All broken or damaged pieces must be returned to Broadway Party & Tent Rental on or before return due date. In the event a piece of equipment is stolen, a report must be made with the Police immediately and Broadway Party & Tent Rental contacted as soon as possible. See Contract for details.

WALK-IN (non-delivery) When you come to **PICK UP** equipment, we recommend arriving 30 minutes prior to store closing, come to Front Office first, bring Driver's License and credit card, prepare your vehicle **BEFORE** you get to our loading area. **COME PREPARED TO LOAD THE EQUIPMENT** - our staff will be happy to "assist" you.

DELIVERY, PICKUP, SETUP & TAKEDOWN services are available and pricing available on request. Make arrangements for these services **SPECIFIC**. Standard anytime delivery is curbside drop-off and pickup. Curbside includes deliveries (or pickup) to commercial docks, residential garages, or driveways. There are extra charges if delivery (or pickup) location has multiple doors, is in excess of 100 ft of vehicle, or is other than ground level (hills, fences, gates, elevator, or stairs). Standard deliveries (or pickups) are made (Mon-Fri) anytime between 8am-5pm. If specific times, weekends, before or after hours, are necessary additional charges will apply. Customers are welcome to call **THE DAY OF** to inquire about approximate arrival times.

NOTE: extra charges apply for Broadway Staff having to wait if you or equipment is not ready on arrival.

CHECK & COUNT all equipment on delivery; Report any problems immediately to Broadway Party & Tent Rental

Our delivery staff is instructed to stack items in a mutually convenient place on delivery. * **KNOW WHERE EQUIPMENT IS GOING PRIOR TO OUR ARRIVAL!** * On pickup all items must be folded, stacked, everything dry, clean, repacked in same containers and ready to go in same convenient place as delivery. Customers will be charged additionally for items not ready for pickup on arrival of Broadway Staff. Setup and takedown services are available for additional charges.

If you're not going to be home for delivery (or pickup) we ask you call our office as soon as possible so Delivery Staff will know where to leave (or pickup) equipment.

CLEANING CHARGES All equipment must be returned clean (well rinsed, no visible food or grease) and repacked in their appropriate container, or there will be additional charges.

LINENS Customer is responsible for damages from stains and misuse (mildew, burns, wax, tears, writing, etc.) to linen. Shake off all debris and make **SURE** they are dry before bagging to prevent staining and mildew (linens should not be left wet for more than 6 hours). Linens are not to be used as a rag, for mopping, or drop-cloth. In general, "Treat these linens as if they were your own." You will be charged full replacement cost for linens returned damaged. Acceptance of Damage Waiver **ONLY** covers accidental stains.

HOURS: (April-August) Monday – Friday: 8am to 5pm Saturday: 9am to 12 noon Sunday: Closed **CALL for Holiday hours**
(September-March) Monday – Friday: 8am to 5pm Saturday: Closed Sunday: Closed

BROADWAY RENTAL EQUIPMENT COMPANY, a Minnesota Corporation, DBA **BROADWAY PARTY & TENT RENTAL**, hereinafter called "Lessor", rents and leases to the undersigned hereinafter called "Lessee", and Lessee hereby rents and leases from the Lessor the personal property equipment and articles listed on the front of this document, hereinafter referred to as "Equipment", and subject to the following terms and conditions.

- a. That the Equipment listed on the front of this document has been received by Lessee.
- b. Lessee agrees that they have been given an opportunity to inspect and test Equipment being rented, before removing Equipment from premises of Lessor or upon delivery of Equipment from Lessor, and found Equipment to be in good working order and accepts Equipment in "as is condition".
- c. Lessee agrees they have been given understandable directions and instructions for the proper use and care of Equipment rented.
- d. Lessee is responsible for the care, use, security and return of all Equipment, attachments, containers and parts.
- e. That upon termination of this lease agreement, Lessee shall immediately return Equipment, attachments, containers and parts to Lessor in same condition as received, ordinary wear and depreciation accepted.
- f. Lessee agrees to return all Equipment dry, clean (no visible food, grease, debris, mold, mildew, etc), re-folded, re-stacked and re-packed in supplied transport containers or be charged fees set by Lessor. Lessee also agrees to pay full replacement costs for any missing parts or supplied transport containers.
- g. While Equipment is in Lessee's possession, control, actual or constructive: Should Equipment be lost, stolen or damaged beyond repair, Lessee agrees to pay the replacement price set by Lessor. All damaged Equipment, which may be repaired by Lessor, upon its return the Lessee agrees to pay the cost of repairs as set by Lessor. Accrued rental charges cannot be applied against replacement or repair costs.
- h. Equipment is leased to Lessee by Lessor and used by Lessee at the designated address for stated period and solely for purpose Equipment was manufactured and intended. Equipment will not be removed from address listed for use at any other address without express consent of Lessor.
- i. In the event Lessee desires to extend this lease beyond the expiration date originally agreed upon, Lessee will immediately notify Lessor of said desire and obtain Lessor's approval and terms for extension.
- j. Lessee agrees that if any said Equipment is lost, stolen, or accidentally destroyed, Lessee will immediately notify Lessor and furnish proper affidavits / documents from police department and insurance company. Lessee will be responsible for and pay rental rates until Lessor is notified of loss, theft or destruction with affidavits / documents.
- k. **WARNING!** Minnesota Statutes Section 609.52 (Subdivision 2, Subsection 9) Failure to return rented Equipment in certain circumstances can be considered theft. Lessor may report property stolen if held (5) days beyond termination date.
- l. In event of any breach of this lease by Lessee, or failure to pay rental charges due, or insolvency, or bankruptcy, or perform any promise, agreement, covenant, or condition on Lessee's part, Lessor or their agent shall be granted permission to come onto any property and retake leased Equipment. Lessee further agrees to pay all costs and expenses incurred retaking Equipment from any party or location.
- m. Lessor disclaims any responsibility for Lessee's compliance or failure to comply with O.S.H.A. and or any governmental safety and health regulations. Lessee is responsible for all necessary permits required by City, County, and/or State.
- n. If Equipment requires staking, State Law requires underground public utilities (gas, phone, cable, electrical, etc) to be marked prior to staking. 'Gopher State One Call' requires a 48 business hour notice to locate and mark public utilities. Property owners are required to mark and locate all private utilities (underground sprinkler systems, yard or parking-lot lights, gas for grills, etc) In the event Lessor is staking Equipment, Lessor is not responsible for hitting unmarked public or private utilities.
- o. Lessee agrees to pay interest at the highest rate permitted by law or the rate of eighteen percent (18%) per annum, on all delinquent accounts and pay all collection costs and attorney fees incurred in collection of this lease agreement.
- p. The rental rates start when Equipment leaves Lessor's facility and stops when returned to such facility. No allowance is made for weather, Saturdays, Sundays, holidays, time in transit, or for time Equipment is not in use while in Lessee's possession. Charges are for time of possession whether Equipment is used or not.
- q. It is understood and agreed that Lessee will immediately discontinue use of Equipment if at any time in Lessee's possession or control, the Equipment should become unsafe or in a state of disrepair, and will immediately notify Lessor.
- r. If any provision of this lease agreement is found to be invalid or unenforceable for any reason, it shall not affect the remainder of this agreement and this agreement shall be governed by the laws of the State of Minnesota.
- s. **DISCLAIMER OF WARRANTIES: Lessor makes no warranties, express or implied, as to the Equipment's fitness for any particular purpose. Lessee's sole remedy for any failure of, or defect in Equipment, shall be the termination of the rental charges at the time of failure, provided Equipment is returned to Lessor for Lessor's taking within 24 hours from the time of defect. Lessor shall not be responsible to Lessee or any agent of Lessee or to any other party for any loss, damage or injury of any and every nature including any special or consequential damages caused by, resulting from, or in any way connected with the rental of said Equipment. The operation or use of said Equipment and all costs, expenses, claims or judgments, including reasonable attorney fees, investigating costs, defense expenses and court costs, for or on account of any personal injuries or property damages sustained by anyone while Lessee has possession or control of said Equipment, arising out of the use or misuse of Equipment leased or arising out of any defect in the design or manufacture of said Equipment, or arising out of the Lessor's negligence or failure to warn or from any other contributing cause.**

DAMAGE WAIVER

Damage Waiver is optional and must be accepted prior to Rental Date Out. The fee for Damage Waiver is an additional percentage of the rental cost (as stated on front page of this agreement), excluding tax and delivery charges. It covers the first \$100 of accidental damage to Equipment. For damages over \$100, there is a 20% deductible fee the Lessee is responsible for and agrees to pay. Lessee is required to **RETURN ALL BROKEN PARTS AND PIECES** of any accidentally broken Equipment along with all transport containers to Lessor.

Lessee is responsible for damages to Linen (tablecloths, napkins, skirting, etc) from stains, mildew, burns, wax or misuse. Shake off all debris and let dry before bagging to prevent staining and mildew, Lessee will be charged full replacement cost if returned damaged.

By accepting Damage Waiver, Lessor and Lessee agree that Lessor waives any claim against Lessee for direct physical loss of or damage to leased Equipment from any external cause except as follows:

- a. Loss or damage resulting from overloading or exceeding the rated capacity of Equipment (example: does not cover split seams on inflatables due to over-crowding).
- b. Loss or damage resulting from abuse or misuse of Equipment.
- c. Loss or damage to motors or other electrical appliances or devices caused by artificial electric current.
- d. Damage to tires and tubes caused by blowout, bruises, cuts or other cause inherent in the use of Equipment (example: flat tires).
- e. Loss or damage resulting from lack of lubrication or other normal servicing of Equipment.
- f. Loss due to mysterious disappearance or shortage disclosed on inventory.
- g. Loss or damage caused by infidelity of Lessee, their agents or person to whom Equipment is entrusted.
- h. Use of Equipment in violation of any terms of this agreement.
- i. Theft.
- j. Vandalism.

If Lessee has insurance covering such loss or damage, Lessee shall exercise all rights available to him under said insurance, take all action necessary to process said claim, and Lessee further agrees to assign said claim and any and all proceeds from such insurance to Lessor. Upon request, Lessee shall furnish name of their insurance agent, insurance company, and complete information concerning insurance coverage, Lessor's waiver of claims against Lessee as herein set forth is contingent upon Lessee's prompt making of and submission to Lessor, a copy of the policy report.

Potential Achievements

Based on MN Food Truck Ass'n. 2000-3000 attendees.

Driving traffic into Osseo:

- Main Street businesses & open store fronts increase visibility
- City highlighted for a day by non-typical traffic
 - Poss sales increase fresh new traffic that day
- Parking may steer attendees into residential, "homes for sale"
 - is possible interest to look/buy
- Locals have opportunity to try fare which not available in town currently
- Entertainment venue (music) increase capture time of attendees
- High school band participation to reinforce City/ISD relationship

EDA Missions achieved

Park/Rec integration into City event achieved

NOTICE: YOUR CONTRACT WILL BE CLOSED ONCE EQUIPMENT HAS BEEN VERIFIED & ITS CONDITION INSPECTED.

QUOTATION # 5762105

**BROADWAY
PARTY & TENT
RENTAL**
"We Rent Celebrations!"

BROADWAY PARTY & TENT RENTAL
8101 ASHTON AVE NE
FRIDLEY, MN 55432
763 208-1357

BroadwayPartyRental.com

SALES PERSON

Terry St. Martin
Entered by 227 on 04-07-17

QUOTATION - CHARGE ACCOUNT

CUSTOMER #	601005	P.O. #		DATE OUT	05-20-17
RENTED TO:	CITY OF OSSEO 415 CENTRAL AVE	PHONE NUMBERS	763 425-2624 763	TIME OUT	08:00am
	MAPLE GROVE, MN 55369	STEXXXXX LARRY STELMACH		DATE DUE	05-20-17
EVENT ADDRESS	CITY OSSEO NEED IN OSSEO MAPLE GROVE, MN 55369	FOOD TRUCK FUN 5-20		TIME DUE	05:00pm
				DATE IN	
RENTAL RATES (PER EACH ITEM)					
QTY.	EQUIPMENT # DESCRIPTION OF ITEM	HOUR	MINIMUM	DAY	WEEK 4 WEEKS ITEM AMT
6552-0003					
15	TABLE, 8' X 30" PLYWOOD BANQUET (SEATS 8)		9.50	9.50	142.50
	* TABLES NEED TO BE COVERED - THEY'RE PLYWOOD * WE RENT & SELL TABLECLOTHS				
6599-985073					
15	BROADWAY SETUP & TAKEDOWN TABLE		2.00		30.00
6599-985094					
1	DELIVERY & PICKUP -WEEKEND CHARGE		200.00		200.00
6599-9999					
1	HANDLING SURCHARGE 4.5%				6.41

* IMPORTANT-READ THIS * Contact person MUST BE on site to COUNT, sign for equip, & know where it's going. Area must be PREPARED & READY PRIOR to our arrival. Make Delivery & Pickup arrangements SPECIFIC. EXTRA CHARGES if we have to wait, location exceeds 100' of Delivery Vehicle, Elevators, Backyard Stairs, Hills, Doors, Weekends, Before/After Hrs, etc. Our Staff will place items in a mutually convenient place. Items are to be clean, re-stacked, & ready PRIOR to pre-arranged pickup or EXTRA CHARGES will be applied.

Lessee agrees to **DAMAGE WAIVER** **terms as stated on reverse side of this Agreement and agrees to a fee of** **% of gross rental charges.** **DAMAGE WAIVER - DECLINED** **ACCEPTED**

Lessee Acknowledges that ALL Rented Items MUST BE:

Returned On Time (Check Above Date & Time Due) as well as Clean, Dry Re-Stacked, Packaged, and in Supplied Transport Containers and in Same Condition as Received. (To Avoid Additional Charges)

MY RENTAL / SALE IS TO BE CHARGED ON A CREDIT CARD.

MY SIGNATURE HERE WILL BE CONSIDERED MY APPROVAL TO USE THIS CARD TO PAY FOR ALL CHARGES.

X I HAVE READ AND AGREE TO THE CONTRACT TERMS ON THE BACK OF THIS DOCUMENT. THOSE TERMS CONSIST OF OUR ENTIRE AGREEMENT. NO ONE HAS MADE ANY ORAL OR OTHER WRITTEN REPRESENTATIONS OR PROMISES NOT INCLUDED IN THIS CONTRACT. I HEREBY ACKNOWLEDGE RECEIPT OF A COPY OF THIS CONTRACT.

CHARGES ARE FROM THE TIME YOU RECEIVED THE EQUIPMENT UNTIL RETURNED, WHETHER EQUIPMENT IS USED OR NOT

CONTINUED ON NEXT PAGE

>> DELIVER ON 05-20-17 8:AM-10:30A PICK UP 05-20-17 7:30P-8:30P
Contact: NEED SITE CONTACT NAME & #
DELIVER 8:AM BY 10:30AM SATURDAY
PICKUP 7:30PM BY 8:30PM SATURDAY
SETUP & TAKEDOWN TABLES IN ONE LOCATION

(SAME DAY)

***** THIS IS ONLY A QUOTE! THESE ITEMS ARE NOT RESERVED! *****

KE A RESERVATION CALL WITH MATCHING DRIVERS LICENSE & 'CREDIT' CARD



www.BroadwayRental.com

PLEASE SEND PAYMENT TO:
BROADWAY RENTAL EQUIPMENT CO.
6800 WEST BROADWAY AVE.
MINNEAPOLIS, MN 55428

HOURS:
MON-FRI 8AM-5PM
SAT (APR-AUG) 9AM-12PM
SAT (SEP-MAR) CLOSED
SUNDAY CLOSED

NOTICE: YOUR CONTRACT WILL BE CLOSED ONCE EQUIPMENT HAS BEEN VERIFIED & ITS CONDITION INSPECTED.

QUOTATION # 5762105



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SALES PERSON

Terry St. Martin

Entered by 227 on 04-07-17

QUOTATION - CHARGE ACCOUNT

CUSTOMER #	601005	P.O. #		DATE OUT	05-20-17
RENTED TO:	CITY OF OSSEO 415 CENTRAL AVE MAPLE GROVE, MN 55369	PHONE NUMBERS	763 425-2624 763	TIME OUT	08:00am
EVENT ADDRESS	CITY OSSEO NEED IN OSSEO MAPLE GROVE, MN 55369	STEXXXXX	LARRY STELMACH	DATE DUE	05-20-17
QTY.	EQUIPMENT # DESCRIPTION OF ITEM	FOOD TRUCK FUN 5-20		TIME DUE	05:00pm
RENTAL RATES (PER EACH ITEM)					
		HOUR	MINIMUM	DAY	WEEK 4 WEEKS ITEM AMT
	DELIVERY / PICKUP CHARGE		60.00		60.00

Lessee agrees to **DAMAGE WAIVER** terms as stated on reverse side of this Agreement and agrees to a fee of **% of gross rental charges.** **DAMAGE WAIVER - DECLINED** ☐ **ACCEPTED** ☒

Lessee Acknowledges that ALL Rented Items MUST BE:

Returned On Time (Check Above Date & Time Due) as well as Clean, Dry Re-Stacked, Packaged, and in Supplied Transport Containers and in Same Condition as Received. (To Avoid Additional Charges)

MY RENTAL / SALE IS TO BE CHARGED ON A CREDIT CARD.

MY SIGNATURE HERE WILL BE CONSIDERED MY APPROVAL TO USE THIS CARD TO PAY FOR ALL CHARGES.

X

I HAVE READ AND AGREE TO THE CONTRACT TERMS ON THE BACK OF THIS DOCUMENT. THOSE TERMS CONSIST OF OUR

ENTIRE AGREEMENT. NO ONE HAS MADE ANY ORAL OR OTHER WRITTEN REPRESENTATIONS OR PROMISES NOT INCLUDED IN THIS CONTRACT. I HEREBY ACKNOWLEDGE RECEIPT OF A COPY OF THIS CONTRACT.

X

CHARGES ARE FROM THE TIME YOU RECEIVED THE EQUIPMENT UNTIL RETURNED, WHETHER EQUIPMENT IS USED OR NOT

SUB TOTAL 432.50
Damage Waiver DECLINED
SURCHARGE # (BEL 6.41
8024461
ESTIMATED 438.91
DISCOUNT OF 5% APPLIED

>> DELIVER ON 05-20-17 8:AM-10:30A PICK UP 05-20-17 7:30P-8:30P

Contact: NEED SITE CONTACT NAME & #

DELIVER 8:AM BY 10:30AM SATURDAY

PICKUP 7:30PM BY 8:30PM SATURDAY

SETUP & TAKEDOWN TABLES IN ONE LOCATION

(SAME DAY)

***** THIS IS ONLY A QUOTE! THESE ITEMS ARE NOT RESERVED! *****

KE A RESERVATION CALL WITH MATCHING DRIVERS LICENSE & 'CREDIT' CARD



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6800 WEST BROADWAY AVE.
MINNEAPOLIS, MN 55428

HOURS:

MON-FRI 8AM-5PM
SAT (APR-AUG) 9AM-12PM
SAT (SEP-MAR) CLOSED
SUNDAY CLOSED

Larry Stelmach

From: Larry Stelmach <lstelmach@ci.osseo.mn.us>
Sent: Monday, April 10, 2017 3:34 PM
To: stellemacher@att.net
Subject: FW: Pricing for potential Osseo Spring event

From: John [mailto:elite-sanitation@msn.com]
Sent: Friday, April 07, 2017 3:37 PM
To: Larry Stelmach
Subject: RE: Pricing for potential Osseo Spring event

Larry,

Per our conversation elite sanitation so price for 2 handicap portable restrooms and 5 standard restrooms delivered to Osseo for an event on may 20 2017 is \$460.00. If you have any other questions feel free to call my number is 763 241 2197.

Thank you
John Paul
Elite sanitation

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: Larry Stelmach <lstelmach@ci.osseo.mn.us>
Date: 4/7/17 6:43 AM (GMT-06:00)
To: elite-sanitation@msn.com
Subject: Pricing for potential Osseo Spring event

Mr. John Paul
Elite Sanitation

Good afternoon Mr. Paul,

Thank you for your time on the phone today. During our conversation you noted that you were off site, but willing to quote pricing for the potential Spring event in Osseo, with a formal quote to be emailed to me this evening.

During our phone call, for 5 regular and 2 handicap portable bathrooms with sanitizer, you quoted \$460.00 for a May 20, 2017 event running from 11am-7pm.

As your early morning hours allow, will you please email me back confirming that I understood you correctly and that is the price? Once I hear back from you, I will put your information make it so the EDA/Council may review it on Monday as we discuss the potential event.

Thank you again for your time, and have a great day!

Sincerely,
Larry Stelmach
Osseo City Council
763-234-7237

Sent from BlueMail

1500 ESPN
TWIN CITIES



Presented to: Larry Stelmach
4.10.17

Osseo Spring Festival



THE GOAL

Utilize 1500 ESPN and The Beer Show to promote the Osseo Spring Festival 2017 and effectively drive traffic to the event. Help advertise the city and community of Osseo.





Duluth 1500 ESPN Listeners



- **PASSIONATE:** 1500 ESPN delivers some of the most passionate Twin Cities male listeners in the market.
- **ENGAGED:** 1500 ESPN listeners are engaged in the conversation and tune in on average nearly 4 hours every week. At 1500 ESPN, content is KING, and our listeners seek out the stations exceptional content!
- **LOYAL:** Extremely loyal to 1500 ESPN and the station's personalities. We have created an environment where your message is perceived as a recommendation, it is nonthreatening, it is suggestive and powerful – like a recommendation from a friend.



TOP FEATURES



Reach affluent and passionate Twin Cities sports fans



Connecting you to the Twin Cities' sports teams with efficient media and sales promotion



1500 ESPN delivers results



ESPN game broadcasts and shows combined with live and local sports talent



72%
male



28%
female



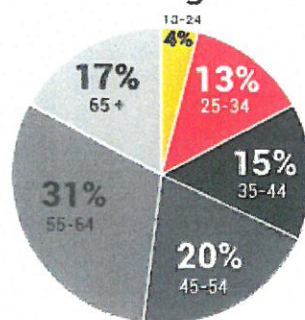
53%
earn \$75K or more (HH)



56%
employed full-time

1500 ESPN Listener Age Range:

18-65+



70%
own residence



71%
some college or more



53%
white-collar occupation



45%
one or more children (<18)

Twin Cities Top Personalities

Mike and Mike in the morning	Mackey & Judd	Garage Logic with Joe Soucheray	Sports Talk with Patrick Reusse & Joe Soucheray	The Ride with Reusse	4-Play with Mackey & Judd	The Great Outdoors Show	The Beer Show	ESPN Tonight	SportsCenter Tonight

1500 ESPN Twin Cities influences 150,300 Adults 25+ every week!

1500 ESPN Twin Cities drives restaurant spending.

\$3.9M

is the weekly retail spending power at full-service restaurants and drinking places.

47%

more likely than the market average to have dined in sit-down restaurants 10 or more times in the past month.

3 in 5

listeners earn annual household incomes exceeding \$75K (25% more likely than the market average).

Our listeners enjoy beer and craft beer!

22,685

have had any microbrew or craft beer in the past month.

32,410

have bought beer in sit-down restaurants in the past 30 days.

100,500

Beer drinkers every week!

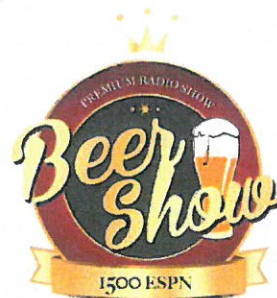


ESPN Beer Show Facts



ESPN Beer Show with Mayor Betsy Hodges!

- THURSDAY EVENING; 6pm-7pm!
- Show length: 60minutes
- Hosted by: Mike Frattallone and Chris Reuvers
- Show features talk, chat, Q&A, about beer, local brews, Restaurants, Food, local tap rooms, brew pubs, beer reviews. Show is powered by sponsors specifically.
- All sponsors featured on show page at 1500espn.com, and show's Facebook page.
- Beer Show is co-promoted across all ESPN Radio prime day-parts.



Osseo Spring Festival will receive...

- 2 :30 commercials in the Beer Show the week leading up to the event
- 20 :30 commercials the week leading up to the event (M-Fri, 5a-12p)
- You will also receive a live segment/interview up to 5 minutes with your representative (s) during the Beer Show on the Thursday before the event!



Who Will Your Message Reach?



- **The Beer Show, Thursdays 6p-7p**

- Reach a very specific and niche audience
- Thousands of local craft beer and local restaurant enthusiasts
- The 1500 ESPN Beer Show is involved in promoting craft beer, craft brewers and the local restaurant scene in the Twin Cities and you can benefit from our credibility and loyal following!
- Make connections and establish relationships with local brewers, brewery owners, restaurant owners and others in the industry through the Beer Show!



- **1500 ESPN Programs and Listeners**

- 1500 ESPN reaches hundreds of thousands incredibly loyal, passionate, and engaged listeners every week
- Target quality customers who are primarily adults, 25-64, homeowners, who typically have an above average income, and spend over 350 million dollars every year at local bars and restaurants
- Extremely loyal to the station and 1500 ESPN's personalities!

- **Online Streaming Commercials**

- 250,000 visits each month (average); 65,000 unique listeners (average)
- Targets at work professionals
- Effective in driving traffic to your website
- All on-air commercials will also play simultaneously on 1500 ESPN's stream **FREE OF CHARGE!**

Osseo Spring Festival will receive...

- 2 :30 commercials in the Beer Show the week leading up to the event (Wednesday, 6p-7p)
- 20 :30 commercials the week leading up to the event (M-Fri, 5a-12p)
- You will also receive a live segment/interview up to 5 minutes with your representative (s) during the Beer Show on the Thursday before the event!

Total Investment: \$600

*Rates Subject To Expire

Agree to Buy: _____ Date: _____



Partnering with 1500 ESPN and Me...



"I have been working with Daniel and ESPN 1500 for about a year. Daniel has been awesome - he goes the extra mile. And I feel like he is on my team for marketing. This is my first time doing radio ads and it is helping me get new business but also helping me build my brand. I have worked with lots of marketing professionals before and I have to say Daniel and 1500 has been the best experience."

~ Dr. Brian Smith, Owner, ABLE Chiropractic (Phil Mackey Endorsement Campaign)

"Daniel Anderson is a pleasant guy that is great at what he does. He made me feel comfortable at every level of our business agreement and in our personal conversations. He doesn't miss the details and is an exceptional listener. I would highly recommend using him for any of your marketing needs. I wish all the people I do business used his approach. I'm a very happy client."

~ Josh Stevenson, Owner and GM , Blue Ribbon Bait & Tackle, Mighty Musky Guide Service (Outdoors Show Sponsor)

Working and advertising with ESPN 1500 has been a positive experience. Our marketing campaign in 2016 brought us great brand recognition, so much so that we have decided to dive into another marketing campaign for the whole year of 2017, and add an additional Hubbard Radio Station, Mytalk. We believe that the demographics of ESPN1500 and Mytalk represent a great compliment to our brand. ESPN 1500 has proven to be easy and effective to work with. Daniel Anderson has also been a very positive impact throughout our marketing campaign. As a small business owner, time is of the essence, and working with a dedicated representative goes a long way. Daniel has proven to be flexible, detail oriented, creative, shows initiative, and most importantly cares about the quality representation of our brand. Overall, working with Daniel and ESPN1500 has been a positive experience, and we (Red Cow) would recommend advertising.

~Michael Giacomini, Director of Finance and Marketing, Red Cow (Beer Show Sponsor, Annual Advertiser)

"Just a quick note to thank you for the help and expertise this past season. I appreciate your attention to detail and professionalism in getting us a fair price in trade for a very quality advertising experience. We heard from many small and larger customers about the ad runs and it made our association with KSTP 1500 ESPN impactful and brand extended."

~Don Hultstrand, President, Bagley Bait Company (Outdoors Show Sponsor)

"I partnered with Daniel and Missy at Hubbard Interactive in early 2015 to get my company's Facebook page up and running and our Yelp and Google+ pages established. These projects were more than my company could handle, internally. Both Daniel and Missy were very knowledgeable in social media and were great communicators. They visited us twice –as a kick off to the project, and again when we were concluding it. I would refer them/their services to any other companies that might be struggling with their online presence. They were great to work with and I highly recommend!"

~ Katie Incantalupo, Vice President, Star Bank (Social Media Client)

"Daniel Anderson has allowed me to focus on my business instead of watching over my advertising during my busy season. I have over 25 years in the marketing industry and feel that with the new technology Daniel has been quick to respond to my requests and follow up to make sure the campaign was running smoothly. Danny is a huge reason why we chose to do our marketing with Hubbard."

~Pam Dionne, Marketing Director, Premier Pool and Spa (2060 Digital Client)

"We received quite a few comments from our customers that heard our ad on the radio. It was a pleasure to work with you and your company to design the ad. I will be looking at possibly including this venue in the future as part of my advertising package."

~Jim Schwalbach, Owner, North Heights Hardware Hank (Auction Participant and State Fair Sponsor)

Daniel;

"Thank you for your help getting us up and running for the ESPN GL Deal. It was painless and easy. You were right on with the info we needed. I look forward to doing more in the future."

~ Tobie Nidetz, Owner, Prairie Dogs (Half-off Deals Participant)

Dan,

We have nothing but positive feedback for all of the members of the 1500 ESPN team. You guided us all the way through and we knew we were in good hands. You helped to provide a fun filled afternoon for many community members. I want you to know the positive impact and effect it had on the community. We've had folks who couldn't make it to the live broadcast who had stopped by to say how much they enjoyed listening. Make sure everyone knows that your show helped to bring a sense of pride to our town which had been dwindling recently. I want to personally thank you for helping me check off part of my bucket list. To us this was an historical event.

Tim, Rich, Kristin and Staff of St. Francis True Value Hardware Store (Garage Logic Live Broadcast)

"We've had a lot of people stop by our factory store on Saturdays and say they heard about us on AM 1500. The spot during GL has been money."

~Jesse Hopkins, Owner, Whistler Bottling and Soda (Beer Show Sponsor)

"Wingstop Roseville really enjoyed our experience in working with Daniel Anderson and 1500ESPN! They were focused on our goals while being innovative in helping us reach our target market. Loved their creativity in developing commercials too! We will definitely work with again."

~ Howard & Shannon Bryant, Owners, Wingstop Roseville (Half-off deals and Podcast Sponsor)

"Daniel has been fantastic to work with since day one. He has great organization and is always good with follow up. Daniel always looks out for what's best for our business and making sure our campaign's message is being heard. The thing that I like the most about working with Daniel is that he will always give his honest opinion and counsel but ultimately leaves the final decision up to us. When working with Daniel I know that our campaign will be successful."

~Logan Haen, Marketing Program Specialist, AAA Minneapolis (Long Term On-Air Campaign)

Performance Pool & Spa had a great experience working with Daniel and ESPN. Daniel worked closely with me to create an advertising plan that fit our budget and he was patient as we hit delays in coordinating our co-op program and ad creative. He was always available with timely responses to our questions and we saw increased traffic on our website as a result of the banner and radio ads we ran with ESPN.

~Mikayla MacNally, Marketing Director, Performance Pool and Spa (Auction Trade Campaign)

"Daniel did a great job for me at Insight Brewing by identifying and delivering a marketing solution that met our needs. Specifically, he managed the execution of a trade marketing arrangement where we exchanged product for advertising time. It helped us drive awareness of our brewery that led directly to incremental sales at a time when we needed to get the word out about our taproom. Daniel was a true professional from end to end. I highly recommend working with Daniel."

~ Brian Berge, CO-Owner, Insight Brewing (half-off deals participant)

I look forward to this potential partnership and to help advertise the Osseo Spring Festival!

- Daniel Anderson



OSSEO, MN

Payments

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Current Period: APRIL 2017

Batch Name	4/24/17	User Dollar Amt	\$0.00	
Payments		Computer Dollar Amt	\$85,645.50	
			\$85,645.50	Out of Balance
Refer	4263 AFLAC	Ck# 001391E 4/19/2017		
Cash Payment	G 101-21710 MISC DEDUCTIONS/BENEF	APRIL 2017 PREMIUMS		\$67.16
Invoice	001010	4/14/2017		
Cash Payment	G 101-21706 MEDICAL/DENTAL/LIFE/LT	APRIL 2017 PREMIUMS		\$50.28
Invoice	001010	4/14/2017		
Transaction Date	4/19/2017	PREMIER CHECKIN 10100	Total	\$117.44
Refer	4265 ASSURANT EMPLOYEE BENEFITS	Ck# 001392E 4/19/2017		
Cash Payment	E 101-41900-130 MED/DEN/LIFE/LTD INS	MAY 2017 PREMIUMS		\$19.60
Invoice	MAY 2017	4/19/2017		
Cash Payment	E 101-41110-130 MED/DEN/LIFE/LTD INS	MAY 2017 PREMIUMS		\$42.20
Invoice	MAY 2017	4/19/2017		
Cash Payment	E 101-41650-130 MED/DEN/LIFE/LTD INS	MAY 2017 PREMIUMS		\$2.20
Invoice	MAY 2017	4/19/2017		
Cash Payment	E 101-42000-130 MED/DEN/LIFE/LTD INS	MAY 2017 PREMIUMS		\$19.65
Invoice	MAY 2017	4/19/2017		
Cash Payment	G 101-21710 MISC DEDUCTIONS/BENEF	MAY 2017 PREMIUMS		\$65.94
Invoice	MAY 2017	4/19/2017		
Transaction Date	4/19/2017	PREMIER CHECKIN 10100	Total	\$149.59
Refer	4229 BERGANKDV LTD			
Cash Payment	E 101-41550-301 ACCOUNTING/AUDITIN	2016 AUDIT		\$19,000.00
Invoice	952734	4/10/2017		
Transaction Date	4/12/2017	PREMIER CHECKIN 10100	Total	\$19,000.00
Refer	4253 BOYER TRUCKS			
Cash Payment	E 101-42000-217 VEHICLE REPAIRS/MAI	JETTER TRUCK REPAIRS		\$252.42
Invoice	474245	4/27/2017		
Transaction Date	4/19/2017	PREMIER CHECKIN 10100	Total	\$252.42
Refer	4259 BRODEN, KAREN			
Cash Payment	E 257-42400-211 OPERATIONS	FARMERS MARKET MANAGER MEETING MILEAGE		\$21.94
Invoice				
Transaction Date	4/19/2017	PREMIER CHECKIN 10100	Total	\$21.94
Refer	4240 CENTURYLINK- PHOENIX			
Cash Payment	E 602-49400-321 TELECOMMUNICATION	APR 2017 SERVICE		\$104.42
Invoice	APR 2017	4/6/2017		
Transaction Date	4/19/2017	PREMIER CHECKIN 10100	Total	\$104.42
Refer	4230 CURRENT, GARY			
Cash Payment	E 101-41920-260 EDUCATION/MEETING	JAN-FEB 2017 MILEAGE REIMB		\$29.86
Invoice				
Transaction Date	4/12/2017	PREMIER CHECKIN 10100	Total	\$29.86
Refer	4254 CUTTER SALES, INC.			
Cash Payment	E 601-49400-221 EQUIP REPAIR/ MAINT	WATER MAIN PRESSURE GAGE		\$204.94
Invoice	115795	4/3/2017		
Transaction Date	4/19/2017	PREMIER CHECKIN 10100	Total	\$204.94



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Refer	4231 ELEMENT TECHNOLOGIES LLC			
Cash Payment	E 101-41515-302 COMPUTER SYSTEM S	APR 2017 IT SERVICE		\$1,900.00
Invoice	SLA-32788	4/1/2017		
Transaction Date	4/12/2017	PREMIER CHECKIN 10100	Total	\$1,900.00
Refer	4241 ELEMENT TECHNOLOGIES LLC			
Cash Payment	E 240-41700-570 EQUIPMENT	PD MONITORS, SOFTWARE		\$700.77
Invoice	32522	3/31/2017		
Cash Payment	E 110-41900-520 CAPITAL OUTLAY	NEW SQUAD 667 PC SETUP		\$650.00
Invoice	32568	3/31/2017		
Transaction Date	4/19/2017	PREMIER CHECKIN 10100	Total	\$1,350.77
Refer	4260 G & K SERVICES INC			
Cash Payment	E 101-42000-218 UNIFORMS/GEAR	3/29/17 PW UNIFORM SERVICE		\$15.37
Invoice	1006409121	3/29/2017		
Cash Payment	E 101-42000-218 UNIFORMS/GEAR	3/01/17 PW UNIFORM SERVICE		\$15.37
Invoice	1006363905	3/1/2017		
Cash Payment	E 101-42000-218 UNIFORMS/GEAR	3/15/17 PW UNIFORM SERVICE		\$15.37
Invoice	1006386483	3/15/2017		
Cash Payment	E 101-42000-218 UNIFORMS/GEAR	3/8/17 PW UNIFORM SERVICE		\$15.37
Invoice	1006375197	3/8/2017		
Cash Payment	E 101-42000-218 UNIFORMS/GEAR	3/22/17 PW UNIFORM SERVICE		\$15.37
Invoice	1006397832	3/22/2017		
Cash Payment	E 101-42000-222 BUILDING REPAIR/MAI	3/22/17 PW RUG SERVICE		\$12.06
Invoice	1006397832	3/22/2017		
Cash Payment	E 101-41700-222 BUILDING REPAIR/MAI	3/22/17 CH RUG SERVICE		\$10.56
Invoice	1006397833	3/22/2017		
Cash Payment	E 101-41900-201 OFFICE SUPPLIES	3/22/17 PD RUG SERVICE		\$6.24
Invoice	1006397834	3/22/2017		
Transaction Date	4/19/2017	PREMIER CHECKIN 10100	Total	\$105.71
Refer	4261 HAM LAKE MINUTEMAN PRESS			
Cash Payment	E 253-42400-211 OPERATIONS	2017 COMMUNITY EVENT RACK CARDS		\$126.13
Invoice	976999	4/11/2017		
Cash Payment	E 204-42390-352 TROLLEY OPERATION	2017 COMMUNITY EVENT RACK CARDS		\$10.50
Invoice	976999	4/11/2017		
Cash Payment	E 256-42400-211 OPERATIONS	2017 COMMUNITY EVENT RACK CARDS		\$10.50
Invoice	976999	4/11/2017		
Cash Payment	E 101-42301-211 OPERATIONS	2017 COMMUNITY EVENT RACK CARDS		\$21.03
Invoice	976999	4/11/2017		
Cash Payment	E 257-42400-211 OPERATIONS	2017 COMMUNITY EVENT RACK CARDS		\$10.50
Invoice	976999	4/11/2017		
Cash Payment	E 252-44380-851 LIONS ROAR FESTIVAL	2017 COMMUNITY EVENT RACK CARDS		\$31.59
Invoice	976999	4/11/2017		
Cash Payment	E 254-44370-853 MINIDAZZLE	2017 COMMUNITY EVENT RACK CARDS		\$10.50
Invoice	976999	4/11/2017		
Cash Payment	E 101-42000-211 OPERATIONS	2017 COMMUNITY EVENT RACK CARDS		\$10.50
Invoice	976999	4/11/2017		
Cash Payment	E 101-41900-211 OPERATIONS	2017 COMMUNITY EVENT RACK CARDS		\$10.50
Invoice	976999	4/11/2017		
Cash Payment	E 256-42400-211 OPERATIONS	2017 COMMUNITY EVENT RACK CARDS		\$10.50
Invoice	976999	4/11/2017		



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Cash Payment	E 101-41920-211 OPERATIONS	FIRE CHIEF BUSINESS CARDS	\$15.37
Invoice	976960ADJ 3/23/2017		
Cash Payment	E 801-71000-211 OPERATIONS	WOODS BUSINESS CARDS	\$15.34
Invoice	976960ADJ 3/23/2017		
Transaction Date	4/12/2017	PREMIER CHECKIN 10100	Total \$282.96
Refer	4232 HENN CO PROPERTY TAX	-	
Cash Payment	E 365-47250-399 PROPERTY TAXES	1811921230155 2017 ASSESSMENTS	\$254.50
Invoice			
Cash Payment	E 365-47250-399 PROPERTY TAXES	1811921220134 2017 ASSESSMENTS	\$9,198.47
Invoice			
Cash Payment	E 365-47250-399 PROPERTY TAXES	1811921110079 2017 ASSESSMENTS	\$9,198.47
Invoice			
Cash Payment	E 365-47250-399 PROPERTY TAXES	1311922110168 2017 ASSESSMENTS	\$940.47
Invoice			
Transaction Date	4/12/2017	PREMIER CHECKIN 10100	Total \$19,591.91
Refer	4255 HENN CO PUBLIC WORKS	-	
Cash Payment	E 101-42000-216 FUEL	MAR 2017 PW FUEL	\$333.31
Invoice	1000092636 4/11/2017		
Transaction Date	4/19/2017	PREMIER CHECKIN 10100	Total \$333.31
Refer	4242 HENN CO SHERIFF	-	
Cash Payment	E 101-41900-316 INCARCERATION SER	MAR 2017 BOOKING SERVICE	\$75.00
Invoice	1000092338 3/31/2017		
Transaction Date	4/19/2017	PREMIER CHECKIN 10100	Total \$75.00
Refer	4233 INNOVATIVE OFFICE SUPPLY	-	
Cash Payment	E 101-42000-211 OPERATIONS	PW TONER	\$56.32
Invoice	1573142 4/11/2017		
Cash Payment	E 101-41110-201 OFFICE SUPPLIES	TONER CLIPS	\$155.56
Invoice	1573142 4/11/2017		
Transaction Date	4/12/2017	PREMIER CHECKIN 10100	Total \$211.88
Refer	4234 JAZZERCISE	-	
Cash Payment	E 101-42300-312 PROGRAMMING	MAR 2017 INSTRUCTION	\$315.00
Invoice	MAR 2017 4/11/2017		
Transaction Date	4/12/2017	PREMIER CHECKIN 10100	Total \$315.00
Refer	4243 KEVIS ESTATES LLC	-	
Cash Payment	G 601-20220 UNDISTRIBUTED UTILITY R	423 5TH AVE NE UTILITY OVERPAY	\$3.09
Invoice			
Transaction Date	4/19/2017	PREMIER CHECKIN 10100	Total \$3.09
Refer	4244 KINTZI, TODD C	-	
Cash Payment	E 101-41900-260 EDUCATION/MEETING	MILEAGE-BACKGROUND CHECK TRAINING	\$24.00
Invoice			
Transaction Date	4/19/2017	PREMIER CHECKIN 10100	Total \$24.00
Refer	4262 LOFFLER COMPANIES INC-OC09	-	
Cash Payment	E 101-41110-211 OPERATIONS	3/22-4/21/17 COPIER USAGE	\$112.59
Invoice	2494891 4/10/2017		
Transaction Date	4/19/2017	PREMIER CHECKIN 10100	Total \$112.59
Refer	4256 METRO ALARM & LOCK	-	



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Cash Payment	E 101-42000-222 BUILDING REPAIR/MAI	PW 2017 FIRE SYSTEM INSPECTION	\$217.50
Invoice	62636	4/4/2017	
Transaction Date	4/19/2017	PREMIER CHECKIN 10100	Total \$217.50
Refer	4235 METRO COUNCIL-WASTEWATER		
Cash Payment	E 602-49400-386 SANITARY SEWER SE	MAY 2017 WASTEWATER SERVICE	\$13,728.01
Invoice			
Transaction Date	4/12/2017	PREMIER CHECKIN 10100	Total \$13,728.01
Refer	4264 METRO WEST INSPECTION SERVI		
Cash Payment	E 200-41940-310 OTHER PROFESSIONA	MAR 2017 INSPECTIONS	\$1,111.75
Invoice	OS1703	4/18/2017	
Transaction Date	4/19/2017	PREMIER CHECKIN 10100	Total \$1,111.75
Refer	4245 MIKKELSON, SHANE		
Cash Payment	E 101-41900-260 EDUCATION/MEETING	4/6/17 HENN CTY CHIEFS MTG	\$30.00
Invoice			
Transaction Date	4/19/2017	PREMIER CHECKIN 10100	Total \$30.00
Refer	4246 MN DEPT OF HEALTH		
Cash Payment	G 601-21560 MN WATER CONNECT FEE	1ST QTR 2017 CONNECT FEES	\$1,291.00
Invoice	1ST Q 2017		
Transaction Date	4/19/2017	PREMIER CHECKIN 10100	Total \$1,291.00
Refer	4247 MN DEPT OF REVENUE	Ck# 001393E 4/20/2017	
Cash Payment	G 101-21550 STATE SALES TAX	1ST QTR 2017 SALES TAX	\$4.85
Invoice	1ST QTR 2017		
Cash Payment	G 260-21550 STATE SALES TAX	1ST QTR 2017 SALES TAX	\$13.56
Invoice	1ST QTR 2017		
Cash Payment	G 601-21550 STATE SALES TAX	1ST QTR 2017 SALES TAX	\$1,247.59
Invoice	1ST QTR 2017		
Transaction Date	4/19/2017	PREMIER CHECKIN 10100	Total \$1,266.00
Refer	4236 MN UNEMPLOYMENT INS FUND		
Cash Payment	E 101-41920-140 UNEMPLOYMENT COM	1ST QTR 2017 BENEFIT	\$111.59
Invoice	1ST QTR 2017		
Cash Payment	E 101-42000-140 UNEMPLOYMENT COM	1ST QTR 2017 BENEFIT	\$139.01
Invoice	1ST QTR 2017		
Transaction Date	4/12/2017	PREMIER CHECKIN 10100	Total \$250.60
Refer	4248 MSRS DFC -EMPOWER	Ck# 001394E 4/20/2017	
Cash Payment	G 101-21705 DEFERRED COMP	4/12/17 PAYROLL	\$50.00
Invoice	661304396		
Transaction Date	4/19/2017	PREMIER CHECKIN 10100	Total \$50.00
Refer	4257 NAPA-COTTENS OSSEO		
Cash Payment	E 101-42000-217 VEHICLE REPAIRS/MAI	SWAY BAR ON 1997 FORD	\$39.98
Invoice	526779	4/12/2017	
Transaction Date	4/19/2017	PREMIER CHECKIN 10100	Total \$39.98
Refer	4249 OFDRA - OSSEO FIRE DEP REL A		
Cash Payment	E 101-41920-123 FIRE RELIEF CONTRIB	2017 FIRE AID	\$14,230.29
Invoice	2017 AID		
Transaction Date	4/19/2017	PREMIER CHECKIN 10100	Total \$14,230.29



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Current Period: APRIL 2017

Refer	4250 PAUL BAERTSCHI P.A.			
Cash Payment	E 101-41500-306 LEGAL SERVICE - PRO	MAR 2017 LEGAL SERVICE		\$1,000.00
Invoice	MAR 2017	3/31/2017		
Cash Payment	E 101-41500-211 OPERATIONS	MAR 2017 EXPENSES		\$59.18
Invoice	MAR 2017	3/31/2017		
Transaction Date	4/19/2017	PREMIER CHECKIN 10100	Total	\$1,059.18
Refer	4266 PITNEY BOWES - POSTAGE			
Cash Payment	E 101-41110-322 POSTAL/DELIVERY SE	4/17/17 POSTAGE REFILL		\$1,000.00
Invoice				
Cash Payment	E 101-41110-322 POSTAL/DELIVERY SE	4/17/17 REFILL FEE		\$20.99
Invoice				
Transaction Date	4/19/2017	PREMIER CHECKIN 10100	Total	\$1,020.99
Refer	4237 SELECT ACCOUNT	Ck# 037425 4/12/2017		
Cash Payment	G 101-21711 EMPLOYEE H.S.A CONTRI	4/12/17 PAYROLL		\$1,274.71
Invoice				
Transaction Date	4/12/2017	PREMIER CHECKIN 10100	Total	\$1,274.71
Refer	4258 SIPE BROS. INC.			
Cash Payment	E 101-41900-217 VEHICLE REPAIRS/MAI	SQUAD WASHES		\$15.00
Invoice	STMT 4-16-17	4/16/2017		
Cash Payment	E 101-42000-216 FUEL	PW FUEL		\$70.56
Invoice	STMT 4-16-17	4/16/2017		
Cash Payment	E 101-41920-216 FUEL	FD FUEL		\$67.79
Invoice	STMT 4-16-17	4/16/2017		
Transaction Date	4/19/2017	PREMIER CHECKIN 10100	Total	\$153.35
Refer	4251 STREICHERS INC			
Cash Payment	E 101-41900-401 POLICE RESERVE PRO	RESERVE NAMEPLATE		\$10.99
Invoice	1256560	4/3/2017		
Transaction Date	4/19/2017	PREMIER CHECKIN 10100	Total	\$10.99
Refer	4252 TIMESAVER OFF SITE SECRETARI			
Cash Payment	E 101-41000-307 RECORDING SERVICE	4/10/17 COUNCIL MTG		\$207.00
Invoice	M 22839	4/13/2017		
Transaction Date	4/19/2017	PREMIER CHECKIN 10100	Total	\$207.00
Refer	4267 XCEL ENERGY			
Cash Payment	E 101-41700-380 ELECTRIC SERVICE	MAR 2017 SERVICES		\$1,148.27
Invoice	542133217	4/11/2017		
Cash Payment	E 101-41900-402 EMERGENCY PREPAR	MAR 2017 SERVICES		\$9.69
Invoice	542133217	4/11/2017		
Cash Payment	E 101-42000-380 ELECTRIC SERVICE	MAR 2017 SERVICES		\$290.68
Invoice	542133217	4/11/2017		
Cash Payment	E 101-42000-226 TRAFFIC SIGNALS/STR	MAR 2017 SERVICES		\$32.23
Invoice	542133217	4/11/2017		
Cash Payment	E 101-42000-226 TRAFFIC SIGNALS/STR	MAR 2017 SERVICES		\$1,942.92
Invoice	542133217	4/11/2017		
Cash Payment	E 101-42350-380 ELECTRIC SERVICE	MAR 2017 SERVICES		\$237.78
Invoice	542133217	4/11/2017		
Cash Payment	E 601-49400-380 ELECTRIC SERVICE	MAR 2017 SERVICES		\$33.59
Invoice	542133217	4/11/2017		



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Cash Payment E 602-49400-380 ELECTRIC SERVICE MAR 2017 SERVICES \$433.16

Invoice 542133217 4/11/2017

Transaction Date 4/20/2017 PREMIER CHECKIN 10100 Total \$4,128.32

Refer 4238 ZARNOTH BRUSH WORKS, INC.

Cash Payment E 101-42000-224 STREET MAINTENANC SWEEPER GUTTER CLEANING BROOMS \$1,389.00

Invoice 0163912 3/16/2017

Transaction Date 4/12/2017 PREMIER CHECKIN 10100 Total \$1,389.00

Fund Summary

10100 PREMIER CHECKING

101 GENERAL FUND	\$46,284.21
110 CIP EQUIPMENT FUND	\$650.00
200 INSPECTIONS	\$1,111.75
204 TROLLEY	\$10.50
240 CABLE GRANT	\$700.77
252 LIONS ROAR	\$31.59
253 MUSIC/MOVIES IN THE PARK	\$126.13
254 MINIDAZZLE	\$10.50
256 CAR/CRAFT SHOW	\$21.00
257 FARMERS MARKET	\$32.44
260 HERITAGE PRESERVATION	\$13.56
365 BONDS 2009 CENTRAL AVE RECONST	\$19,591.91
601 WATER FUND	\$2,780.21
602 SEWER FUND	\$14,265.59
801 GENERAL EDA	\$15.34
	<hr/>
	\$85,645.50

Pre-Written Check \$2,857.74

Checks to be Generated by the Computer \$82,787.76

Total \$85,645.50

OSSEO CLEAN-UP EVENT



When: Saturday, April 29, 8 a.m. to 12 noon

Where: 800 Broadway Street East, Public Works parking lot

For: Disposing of general household, unusable furniture, appliances, and other unwanted items.



This city-sponsored event is **for Osseo residents only**. A valid driver's license with an Osseo address will be required. The City is charged for disposing of certain items and needs to recoup the cost if you bring these items to the clean-up event.

Appliances \$10 each:

- Air conditioner
- Compressor
- Dehumidifier
- Dishwasher
- Disposable refrigerant tank
- Drinking fountain
- Dryer
- Freezer
- Refrigerator
- Furnace
- Garage door opener
- Garbage disposal
- Gas refrigerator
- Humidifier
- Microwave
- Stove or Oven
- Trash compactor
- Vent hood (off stove)
- Washing machine
- Water cooler
- Water heater
- Water softener

Electronics:

- Computer laptop \$20
- Computer keyboard \$2
- Computer monitor \$17
- Computer processing unit (CPU) \$17
- Television (up to 27") \$27
- Television (36" or larger) \$65
- Stereo equipment \$17

Other items:

- Auto car seats \$18 - 25
- Bathtub (fiberglass) \$15
- Carpet and/or pad 10'x12' \$20
- Chair (recliner) \$25
- Couch \$25
- Hide-a-bed \$35
- Lawnmower (drained) \$10
- Riding lawnmower (drained) \$25
- Mattress or box spring \$25
- Snow blower (drained) \$10 - 20
- Car tires (off rim) \$7
- Truck tires (off rim) \$11
- Toilet \$6

Unacceptable items:

- Brush
- Compost
- Construction demo materials
- Hazardous waste
- Paint
- Household cleaners
- Recyclable materials



RECYCLE GLASSES & HEARING AIDS

The Osseo Lions Club will be on site collecting used Eyeglasses, Sunglasses, and Hearing Aids. Lions clubs collect millions of eyeglasses each year to address the need for glasses, making eyeglass recycling one of its most popular activities. For children, clear vision means a better education, healthier development, and a better quality of life. For adults, it means greater employment opportunity and economic strength. For seniors, it means less dependence on others. The donated hearing aids will be shipped to a regional Lions Hearing Aid Recycling Center where many will be refurbished for a recipient in need. Other aids will be distributed to teams of hearing care professionals and other volunteers for use during health care missions in developing nations. Thanks to the Lions for partnering with the City of Osseo on Clean-Up Day!

OTHER RECYCLING OPTIONS

Best Buy charges customers \$25 for each TV and computer monitor. Hennepin County Recycling Center & Transfer Station, 8100 Jefferson Hwy, Brooklyn Park, also accepts electronics and charges \$10 for TVs, laptops, and computer monitors. Contact Hennepin County Recycling Center at 612-348-3777 or visit www.hennepin.us/dropoffs.

Questions? Call Public Services at 763-425-5741.

Randy's Environmental Services, our residential waste contractor, will be on hand to collect and dispose of items dropped off. Additional items and service rates can be negotiated with Randy's.

Dear Community Partner

You are cordially invited to

Northwest Hennepin Human Services Council

Annual Event

Wednesday, May 10, 2017

12 Noon-1:30 pm

This year's event will be held at:

Brooklyn Park Community Activity Center

5600 85th Ave N

Brooklyn Park, MN 55443

This is NWHHSC's Last Annual Event: This year we will say goodbye to the Council and honor its past.

We thank all the volunteers, residents, community groups and business that went above and beyond in making a difference in the lives of residents in the Northwest Hennepin area.

A light lunch will be provided.

**If you can join us, please RSVP by Tuesday May 2nd to:
info@nwhhsc.org OR 763-503-2520**



City-wide Garage Sale



**THURSDAY - SUNDAY
MAY 11 - 14, 2017**

Maps will be available May 10
online at www.DiscoverOsseo.com and at Dean's Supermarket

Osseo residents should submit sale information by May 9 to be included on the map at cityhall@ci.osseo.mn.us or 763-425-2624, ext. 101. Please include sale days, times, address, and a brief description of goods for sale. Sales may not last longer than three days.



InterMarque™

25th annual
vintage
foreign
car show

Spring Kick-Off

10AM-3PM

Osseo, MN • May 13, 2017

RAIN or
SHINE



CRAFT SHOW in the park

Awards at 1pm followed by a Road Rally!

FREE SHOW! Please bring a non-perishable food item to donate.

Placement begins at 9 am. First come. First parked. Want to park together? Arrive together.

Thanks to our
club sponsors &
the city of Osseo!

Lotus Owners Of the North (LOON) • Jaguar Club of MN • Citroën Club of MN • MN MG Group
Alfa Romeo Owners Club, Stella del Nord Chapter • MN Austin-Healey Club • MN MG T Register
Mercedes-Benz Club of America: Twin Cities Section • Metropolitans from MN • MN Triumphs
MN United Minis (MUM) • Vintage Sports Car Racing (VSCR) • North Coast Borgward Club

Map + Details at
InterMarque.org