



[Crystal \(Minn.\).](#)
[City Council Minutes and Agenda Packets.](#)

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SENT WITH PRELIMINARY AGENDA 9/2/83

Council minutes of August 16, 1983.

Copy of tax increment financing plan re Nevada Court Condominiums.

List of judges ~~and~~ polling places for 11/8/83.

Letter from City Engineer of 8/26/83 re setting surety for Octopus Car Wash, 5301 Douglas Drive.

Copy of ordinances from St. Paul re massage parlors.

Letter and proposed resolution re adoption of the Deferred Compensation program of the International City Manager's Assoc.

Agreement betw. Hennepin Cty. & City to provide back-up plans for all public safety answering point

Letter from Shirlye Lundgren re use of Federal funds for Bass Lake Road/Becker Park project.

Letter of resignation of John Herron from Planning Commission.

1984 proposed City budget. Letter from D.G. Blore, of 8/11/83 re proposal for use of revenue sharing funds.

SENT WITH AGENDA 9/6/83

Copy of Guidelines for Elected City Officials for travelling.

Memo from Ass't. City Mgr. re deteriorated buildings in Bass Lake Road project dated 9/2/83.

Appli. for massage parlor of Twila Donley; police report; summary of Ms. Donley of 10 years previous occupations.

Park & Rec. Adv. Comm. agenda for 9/7/83 mtg.

COUNCIL AGENDA

September 6, 1983

Pursuant to due call and notice thereof, the regular meeting of the Crystal City Council was held on September 6, 1983, at 7:00 P.M., at 4141 Douglas Drive, Crystal, Minnesota. The Secretary of the Council called the roll and the following were present:

Councilmembers

_____ Herbes
_____ Aaker
all _____ Bird
_____ Schaaf
_____ Meintsma
_____ Lundgren
_____ Rygg

Staff

_____ Irving
_____ Kennedy
_____ Olson
all _____ Sherburne
_____ ~~Peterson~~
_____ Wilson
_____ Ahmann

The Mayor led the Council and the audience in the Pledge of Allegiance to the Flag.

The minutes of the regular Council meeting of August 16, 1983 were approved, with the following exceptions: _____

CONSENT AGENDA

1. Set 7:00 P.M. or as soon thereafter as the matter may be heard, September 20, 1983, as the time and date for a public hearing, at which time the City Council will sit as a Board of Adjustments and Appeals, to consider a request from Donald D. Gaykin for a variance to build a 12'x12' deck with a hot tub at 6218 - 46th Avenue North.
2. Set 7:00 P.M. or as soon thereafter as the matter may be heard, September 20, 1983, as the time and date for a public hearing, at which time the City Council will sit as a Board of Adjustments and Appeals, to consider a request from Melvin E. Lockwood for a variance to build a 16'x22' detached garage at 5757 Quail Avenue North.
3. Set 7:00 P.M. or as soon thereafter as the matter may be heard, October 4, 1983, as the time and date for a public hearing, at which time the City Council will consider a request for tax increment financing for the Nevada Court Condominiums, as approved by the Crystal HRA.
4. Set 7:00 P.M. or as soon thereafter as the matter may be heard, September 20, 1983, as the time and date to consider tentative approval of the proposed plat Rolling Green of Crystal.
5. Appoint election judges and approve the polling places for the City General Election on November 8, 1983.

① Moved by Councilmember A and seconded by Councilmember A to approve the Consent Agenda. ~~9/13~~ 9/13 Motion Carried.

Sas hiner v (A) 19C. Mike Hally
John Malneti
4927-53rd
Dave Johnson
5221-53rd Ave. N.
Ed Thonander
5409-53rd
Rose Braden
5315-53rd

ORDINANCE NO. 83-

ON A S Lw Ry me - a B/
v B

2. It being 7:00 P.M., or as soon thereafter as the matter could be heard, Mayor Meintsma declared this was the time and date as advertised for the public hearing, at which time the City Council would sit as a Board of Adjustments and Appeals, to consider a variance to build an 18'x14' canopy which will encroach 8'1" in the front yard setback at the Golden Skillet Restaurant, 6827 Bass Lake Road. The Mayor asked those present to voice their opinions or ask questions concerning the variance. Those present and heard were:

Item 2 (continued)

Moved by Councilmember Ry and seconded by Councilmember A to grant authorization, as recommended by and based on the findings of fact of the Planning Commission, pursuant to Section 515.55 of the Crystal City Code to vary or modify the strict application of Section 515.13, Subd. 2 b) to allow a canopy to encroach 8'1" in the required 22' front yard setback at 6827 Bass Lake Road, Lot 1, Block 1, Crystal Shopping Center Addition, as requested in Variance Application #83-63T by Golden Skillet International, Inc.

CHAB Lu me - y y

Moved by Councilmember _____ and seconded by Councilmember _____ to (deny) (continue until _____ the discussion of) Variance Application #83-63T to allow a canopy to encroach in the setback at 6827 Bass Lake Road.

Motion Carried.

- ✓ 3. It being 7:00 P.M., or as soon thereafter as the matter may be heard, Mayor Meintsma declared this was the time and date as advertised for the public hearing, at which time the City Council would sit as a Board of Adjustments and Appeals, to consider requests from William Jurkens of Octopus Car Wash for variances to expand a non-conforming use (said non-conformity being the existing building encroaches 3' in the required 25' side street side yard setback) and to vary the side street side yard setback requirements at 5301 Douglas Drive. The Mayor asked those present to voice their opinions or ask questions concerning the variances. Those present and heard were:

- A. Moved by Councilmember A and seconded by Councilmember B to grant authorization, as recommended by and based on the findings of fact of the Planning Commission, pursuant to Section 515 of the Crystal City Code to vary or modify the strict application of Section 515.05, Subd. 2, to allow the expansion of a non-conforming use of the building at 5301 Douglas Drive, Lot 2, Block 1, Whinnery Terrace, as requested in Variance Application #83-64T by Octopus Car Wash. Motion Carried.

Moved by Councilmember _____ and seconded by Councilmember _____ to (deny) (continue until _____ the discussion of) Variance Application #83-64T to allow the expansion of a non-conforming use at 5301 Douglas Drive.

Motion Carried.

Item 3 (continued)

- B. Moved by Councilmember A and seconded by Councilmember B to grant authorization, as recommended by and based on the findings of fact of the Planning Commission and pursuant to Section 515.55 of the Crystal City Code, to vary or modify the strict application of Section 515.13, Subd. 3 b) to grant a variance of 3' in the required 25' setback on Edgewood Avenue to allow a 20'x50' addition to the existing building at 5301 Douglas Drive, Lot 2, Block 1, Whinnery Terrace, as requested in Variance Application #83-65T by Octopus Car Wash. Motion Carried.

Moved by Councilmember _____ and seconded by Councilmember _____ to (deny) (continue until _____ the discussion of) Variance Application #83-65T to allow an addition at 5301 Douglas Drive. Motion Carried.

- C. Moved by Councilmember Ry and seconded by Councilmember B to grant authorization, as recommended by and based on the findings of fact of the Planning Commission and pursuant to Section 515.55 of the Crystal City Code, to vary or modify the strict application of Section 515.13, Subd. 3 b) to grant a variance of 12' in the required 25' setback on 53rd Avenue North to allow a 12'x50' addition to the existing building at 5301 Douglas Drive, Lot 2, Block 1, Whinnery Terrace, as requested in Variance Application #83-66T by Octopus Car Wash. Motion Carried.

Moved by Councilmember _____ and seconded by Councilmember _____ to (deny) (continue until _____ the discussion of) Variance Application #83-66T to allow the construction of an addition at 5301 Douglas Drive. Motion Carried.

4. The City Council considered setting surety in the amount of \$21,000 as a guaranty of work requirements as part of building permit approval at Octopus Car Wash, 5301 Douglas Drive.

Moved by Councilmember Lu and seconded by Councilmember H to set surety in the amount of \$21,000 as a guarantee of faithful performance of certain work requirements as a condition of building permit approval for an addition at 5301 Douglas Drive as recommended by the City Engineer. Motion Carried.

Lu = B n C. G. 9/12/83 12, 5, 14
B,

September 6, 1983

- ✓ 5. It being 7:00 P.M., or as soon thereafter as the matter could be heard, Mayor Meintsma declared this was the time and date as advertised for the public hearing to consider a franchise for the distribution of natural gas in the City of Crystal. The Mayor asked those present to voice their opinions or ask questions. Those present and heard were:

— Ry = A — y B, —

- ✓ 6. The City Council considered the Second Reading of an ordinance rezoning property at 6105 - 42nd Avenue North, from B-4 (community commercial) to I-1 (warehousing and light industrial).

*Richard Locketta - Liberty Farm and Co.
Kety?*

Moved by Councilmember A and seconded by Councilmember S to adopt the following ordinance:

ORDINANCE NO. 83-12

AN ORDINANCE RELATING TO ZONING: CHANGING THE
USE CLASSIFICATION OF CERTAIN LANDS

and further, that this be the second and final reading.

Motion Carried.

Moved by Councilmember _____ and seconded by Councilmember _____ to (deny) (continue until _____ the discussion of) the Second Reading of an ordinance rezoning property at 6105 - 42nd Avenue North, from B-4 to I-1.

Motion Carried.

7. The City Council considered the continued discussion of the license fee for a massage parlor from the August 16, 1983 meeting.

— y S = — y B, —
19

8. The City Council considered the adoption of the Deferred Compensation Program of the International City Managers Association.

Moved by Councilmember A and seconded by Councilmember S to adopt the following resolution, the reading of which was dispensed with by unanimous consent:

RESOLUTION NO. 83-

RESOLUTION FOR PARTICIPATING EMPLOYERS

By roll call and voting aye: _____, _____, _____, _____, _____, _____, _____; voting no: _____, _____, _____, _____; absent, not voting: _____, _____, _____. Motion carried, resolution declared adopted.

Moved by Councilmember _____ and seconded by Councilmember _____ to (disapprove) (continue until _____ the discussion of) the adoption of the Deferred Compensation Program of the International City Managers Association. Motion Carried.

9. The City Council considered an agreement between Hennepin County and the City of Crystal to provide for back-up plans for all Public Safety Answering Points (PSAPs).

O Lu
2 H A B S Ry me - 1 F W

Moved by Councilmember B and seconded by Councilmember A to adopt the following resolution, the reading of which was dispensed with by unanimous consent:

RESOLUTION NO. 83-

RESOLUTION RELATING TO AN AGREEMENT
TO PROVIDE BACK-UP PLANS FOR PUBLIC SAFETY ANSWERING POINTS

By roll call and voting aye: Lu, _____, _____, _____, _____, _____, _____; voting no: A, B, S, Ry me; absent, not voting: _____, _____, _____. Motion carried, resolution declared adopted.

Moved by Councilmember _____ and seconded by Councilmember _____ to (disapprove) (continue until _____ the discussion of) an agreement between Hennepin County and the City of Crystal to provide back-up plans for all public safety answering points. Motion Carried.

*... 8:33+
...
... 8:48.*

- ✓ 10. The City Council considered the letter from Councilmember Lundgren regarding use of Federal funds for the Bass Lake Road/Becker Park project.

① *... = A -*
② *... = H*
1800 ...

- ✓ 11. The City Council considered the resignation of John Herron from the Planning Commission, effective September 13, 1983.

Moved by Councilmember A and seconded by Councilmember S to (accept) (reject) (continue until _____ the discussion of) the resignation of John Herron from the Planning Commission and further, to direct the City Manager to send a letter of thanks and appreciation to John Herron. Motion Carried.

- ✓ 12. The City Council discussed travel policies for elected officials.

... A ... = B - ...
940

- ✓ 13. The City Council considered the presentation of the 1984 City Budget and consideration of setting a public hearing for approval.

... B = H ...

Moved by Councilmember A and seconded by Councilmember S to approve
the list of license applications. Motion Carried.

Moved by Councilmember A and seconded by Councilmember S to adjourn
the meeting. Motion Carried.

APPLICATION FOR LICENSE

SEPTEMBER 6, 1983

GAS FITTERS - (\$30.25)

Ray Stegora Plumbing Co.

PLUMBING - (\$30.25)

Aarons Plumbing & Sewer Drain Cleaning

Ralph's Plumbing, Inc.

Loren L. Brown Plumbing

Masters Plumbing and Supply, Inc.

Solar Resources International of Minnesota

Ray Stegora Plumbing Co.

SIGN HANGERS - (\$66.00)

Ace/Triad Sign Service, Inc.

September 1, 1983

Dear Councilmembers:

It would seem to me that we have a more standard Council meeting. Although there are some items on this agenda that may raise some controversy, I see it as more normal than the ones we have had in the recent weeks or months.

I would like to call your attention to the fact that we are only presenting you with the minutes of the regular meeting of August 16 and not the minutes of the Special meeting of August 30. The attorneys are preparing the proper resolution and I am not certain at this time that we will have it for you prior to Tuesday night's meeting. It's possible that we will receive it tomorrow and can then get it out to you. If that is the case, and you agree with the language of the resolution, you can approve the minutes of August 30 on Tuesday evening. If we give it to you Tuesday evening, I would suggest that you take it home with you, read it, so that you are certain what it says, and then approve the minutes at the next regular or special meeting.

Tuesday night's meeting should go somewhat as follows:

Consent Agenda

<u>ITEM</u>	<u>SUPPORTING DATA</u>
1. Set Public Hearing to consider a request from Donald D. Gaykin for a variance to build a 12'x12' deck with a hot tub at 6218 - 46th Ave. N.	None.
2. Set Public Hearing to consider a request from Melvin E. Lockwood for a variance to build a 16'x22' detached garage at 5757 Quail Ave. N.	None.
3. Set Public Hearing to consider a request for tax increment financing for the Nevada Court Condominiums, as approved by the Crystal HRA.	Copy of Tax Increment Financing Plan.
4. Set Public Hearing to consider tentative approval of the proposed plat Rolling Green of Crystal.	None.
5. Appointment of judges and approval of polling places for the City General Election on November 8, 1983.	List of judges and polling places.

5. (Continued)

As you can see, the Consent Agenda consists of five items. Four items are merely setting public hearings, and the fifth item is merely appointing the judges and approving the polling places for the City General Election on November 8.

The regular meeting should go somewhat as follows:

1. Public Hearing to consider the vacation of a portion of Quail Ave., south of 53rd Ave., and a portion of Vera Cruz Avenue, south of 53rd Ave. None.

These are the vacations required because of the Rolling Green of Crystal plat. As was described last Tuesday evening, there is a possibility that Northern States Power will be here to object to the vacation on Quail and we have heard nothing other than what I have reported from the Soo Line Railroad. As I indicated, we will not have anything in writing, but they have been notified of the public hearing and if they do not raise any objections at that time, it would seem to me that would have the same force and effect, or maybe more effect, than a letter received from some staff member. If I am not right in this opinion, I am certain Dave will straighten it out.

2. Public Hearing to consider a request from Jon Redmond for a variance to build an 18'x14' canopy which will encroach 8'1" in the front yard setback at the Golden Skillet Restaurant, 6827 Bass Lake Road. None.
3. Public Hearing to consider requests from William Jurkens of Octopus Car Wash for variances to expand a non-conforming use (said non-conformity being the existing building encroaches 3' in the required 25' side street side yard setback; and to vary the side street side yard setback requirements at 5301 Douglas Drive. None.

Both Items #2 and #3 have Planning Commission approval recommendations.

4. Consideration of setting surety in the amount of \$21,000, as a guaranty of work requirements as part of building permit approval at Octopus Car Wash, 5301 Douglas Drive. Copy of letter from City Engineer dated 8/26/83.

4. (Continued)

If #3 is approved, #4 is okay, and the Council could set the bond and authorize the issuance of the building permit, subject to the receipt of bond and signed agreement with 14 days.

5. Public Hearing to consider a franchise for the distribution of natural gas in the City of Crystal. None.

I think I explained to you in a previous preliminary agenda why this is necessary. It was unintentionally left out of the process when the gas franchise was approved. After we realized it was necessary, we stopped the process on Dave's suggestion that we hold a public hearing prior to notifying the gas company of the City's approval. I don't believe there will be anybody appearing regarding the franchise as there were none when we discussed it last time, but you never know and it is proper that we hold a public hearing before we proceed.

6. Consideration of the Second Reading of an ordinance rezoning property at 6105 - 42nd Ave. N., from B-4 to I-1. None.

This is the piece of property with the telephone company warehouse.

7. Consideration of the continued discussion of the license fee for a massage parlor from the August 16, 1983, meeting. Copy of ordinances from St. Paul.

Dave will get copies of the St. Paul ordinance. I will deliver them today so that he can be prepared to discuss the St. Paul approach with you Tuesday evening.

I think you should take a hard look at our present ordinance and the St. Paul ordinance and decide if either one of them is really what we want to do, keeping in mind that other communities--not just St. Paul--have had problems with so-called saunas and massage parlors.

8. Consideration of the adoption of the Deferred Compensation Program of the International City Manager's Assoc. Copy of letter and their proposed resolution.

I believe the cover letter with the proposed resolution is self-explanatory. If you have any further questions, we will try to answer them Tuesday evening.

9. Consideration of agreement between Hennepin County and the City of Crystal to provide for back-up plans for all Public Safety Answering Points (PSAPs). Copy of agreement.

9. (Continued)

As you can see from the agreement, this is merely a back-up system. Should something happen to our public safety radio system, the County would back us up. This is being offered to all PSAPs in the County.

10. Consideration of the letter from Councilmember Lundgren regarding use of Federal funds for the Bass Lake Road/Becker Park project. Copy of letter.

I think Shirly's letter is self-explanatory and is a requirement of the Federal Government wherever Federal funds are used. It is my belief that this might go a hair beyond what the Federal Government requires, but it is so close, it really doesn't make any difference.

I will let Shirly explain her proposal to you Tuesday evening.

11. Consideration of the resignation of John Herron from the Planning Commission, effective September 13, 1983. Letter of resignation.

We do have one application on file. We will check if he is from the proper ward, also if he is still interested, and then advertise the vacancy as we always do before we bring the applications of those who wish to fill this vacancy to you for your consideration.

12. Discussion of elected officials travel policies. None.

As you will remember, this is a carry-over from the August 16 meeting and you asked that it be placed on the agenda for consideration at the September 6 meeting.

13. Presentation of the 1984 City Budget and consideration of setting public hearing for approval. Copy of budget; letter from D. G. Blore of 8/11/83 re proposal for use of Revenue Sharing funds.

I certainly hope we can do something about the number of this item before Tuesday, but if not, I guess we will have to take our chances with Lady Luck.

The budget message is not contained with the budget at this time, and hopefully, it will be completed for you by Tuesday evening.

What the Council normally does when the budget is presented to them is ask any questions that may come to their mind because of their review of it over the weekend, set any

13. (Continued)

special meetings they feel they must have, and set the official budget public hearing date. We don't have a date in our mind as yet, but it should be either late September or early October and must be before the 10th of October. When I have discussed this with our Engineering Department so that we don't have a large conflict with other assessment hearings that must be held about the same time, we will attempt to make our recommendation as far as possible for you.

This should take care of the agenda for Tuesday night. As usual, if additional items come up and merit an appearance, we will place them on the agenda, as this is being written a day earlier than usual, as I intend to take Friday as a vacation day.

Have a nice long weekend. See you Tuesday.

J A C K

da
enc.

APPLICATION FOR LICENSE

SEPTEMBER 6, 1983

GAS FITTERS - (\$30.25)

Ray Stegora Plumbing Co.

PLUMBING - (\$30.25)

Aarons Plumbing & Sewer Drain Cleaning

Ralph's Plumbing, Inc.

Loren L. Brown Plumbing

Masters Plumbing and Supply, Inc.

Solar Resources International of Minnesota

Ray Stegora Plumbing Co.

SIGN HANGERS - (\$66.00)

Ace/Triad Sign Service, Inc.

Principles or Guidelines

for

Travel

by

Crystal Elected Officials

The governing principle of an elected officials attendance at municipal conventions/ workshops is that the city, as well as the individual elected official, will benefit.

- (1) No elected official of the City of Crystal shall attend a workshop or national convention of any organization to which the city does not belong as a city, unless the Council takes extraordinary action to approve the Councilmembers participation.
- (2) No Crystal elected official, for any reason, shall incur expenses on behalf of the city for anyone other than themselves.
- (3) No Crystal elected official shall incur expenses exceeding \$1,600.00 per year without specific Council authorization, *Law 20*
- (4) Elected Crystal officials shall submit to the full City Council, prior to the convention or workshop, the anticipated cost of the airline fare, hotel room rate, and the estimated amount of daily expenses (i.e.: meals and land transportation) The Council shall then act to approve these anticipated expenses and authorize their disbursement.
Whenever possible, the city staff will make the prior arrangements for air transportation and hotel reservations. Elected Crystal officials ^{should} not be required to use personal funds or credit cards to guarantee either accomodations or air fares.
- (5) Following the convention or workshop, all Crystal elected officials expense vouchers must be ~~approved~~ *reviewed* by the Council at their regular meeting.
- (6) No Crystal elected official shall submit expense vouchers to the city for:
 - [a] Other than the "active" days of the convention. (i.e.: Conventions beginning early Saturday justify Friday night's lodging, but, unless no flights are available, conventions ending on ~~a~~ *in the morning* Wednesday will not justify that night's lodging.)
 - [b] Daily expenses other than land transportation, actual meals ~~(not liquor)~~ or convention registration fees or materials, and gratuities.
 - [c] Other workshops not specifically approved by the Council.

August 26, 1983

Honorable Mayor & City Council
City of Crystal, MN

Re: Improvement Needs
Octopus Car Wash
5301 Douglas Drive

Dear Councilmembers:

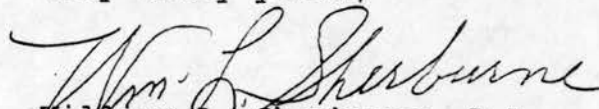
A study was made of the improvement needs as they pertain to the above captioned site.

The items listed below were found to be reasonable and necessary for the orderly development of the City of Crystal and the site, also being in the best interests of the public:

- Prepare and record plat of property.
- Grade boulevards to conform to Crystal standards.
- Construct V6 cast-in-place concrete barrier curb per approved plot plan.
- Construct parking area, access aisles and drives with a minimum of 6" Class 5 base and 2" bituminous surface.
- Stripe parking stalls and traffic lanes with white paint.
- Erect 1 handicap parking stall sign.
- Construct storm sewer and appurtenances/grade site to collect and dispose of all surface water on the site.
- Erect "Do Not Enter" sign at 53rd Ave. driveway exit.
- Disconnect 1 abandoned water service at the main.
- Prepare and submit "as built" utility plans.
- Area lighting shall conform to Section 515.07, Subd. 10, of the Crystal City Code.
- Landscape all open areas.
- Provide all lot irons in place and to grade at the time of final acceptance.

It is recommended that the above work be required as a condition of issuance of a building permit; that the work be completed prior to issuance of an occupancy permit but not later than July 1, 1984; that the work be unconditionally guaranteed for a period of one year from date of final acceptance of all the work; and that surety in the amount of \$21,000 be required as a guarantee of the faithful performance of the above construction and requirements.

Very truly yours,


William L. Sherburne, P.E.
City Engineer

WLS/mb

cc: John T. Irving, City Manager
Don Peterson, Building Inspector
Wm. Jurkens, Octopus Car Wash

Encl.

ICMA RETIREMENT CORPORATION

August 26, 1983

1120
G Street
Northwest
Suite 700
Washington DC
20005

Area Code 202
737-6616

Toll free 800
424-9249

CITY TREASURER
CITY OF CRYSTAL
4141 DOUGLAS DRIVE
CRYSTAL, MINNESOTA
55422

Dear Sir/Madam:

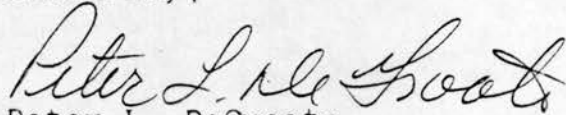
Due to recent federal regulations and a decision to more directly involve employers in the administration of our deferred compensation plan, we are amending the plan document and asking that you also join the ICMA Retirement Trust. A full explanation of these changes is attached.

The plan document we presently administer for you allows for amendments to become effective if you do not file an objection within 60 days of our notice to you. This letter provides that notice. However, we have packaged the revised plan with a resolution for your governing body which addresses its adoption of the revision, as well as a Declaration of Trust for the ICMA Retirement Trust and certain minor amendments to the current trust agreement between you and the Retirement Corporation.

The new Retirement Trust provides for your participation in the election of trustees to oversee the conduct of the program, but will not result in a change in the underlying investments. We believe this new structure further demonstrates our commitment to the welfare of our participating employers and employees.

On October 24, 1983, the ballots for electing the first Board of Trustees will be mailed to those employers which have formally adopted the trust. If you have any questions, please call toll-free at 800-424-9249.

Sincerely,



Peter L. DeGroote
President

PLD/mam

Enc.

SAMPLE RESOLUTION FOR PARTICIPATING EMPLOYERS

RESOLUTION OF _____ ("Employer").

WHEREAS, the Employer maintains a deferred compensation plan for its employees which is administered by the ICMA Retirement Corporation (the "Administrator"); and

WHEREAS, the Administrator has recommended changes in the plan document to comply with recent federal legislation and Internal Revenue Service Regulations governing said plans; and

WHEREAS, the Internal Revenue Service has issued a private letter ruling approving said plan document as complying with Section 457 of the Internal Revenue Code; and

WHEREAS, other public employers have joined together to establish the ICMA Retirement Trust for the purpose of representing the interests of the participating employers with respect to the collective investment of funds held under their deferred compensation plans; and

WHEREAS, said Trust is a salutary development which further advances the quality of administration for plans administered by the ICMA Retirement Corporation:

NOW THEREFORE BE IT RESOLVED that the Employer hereby adopts the deferred compensation plan, attached hereto as Appendix A, as an amendment and restatement of its present deferred compensation plan administered by the ICMA Retirement Corporation, which shall continue to act as Administrator of said plan; and

BE IT FURTHER RESOLVED that the Employer hereby executes the ICMA Retirement Trust, attached hereto as Appendix B; and

BE IT FURTHER RESOLVED that the Employer hereby adopts the trust agreement with the ICMA Retirement Corporation, as appears at Appendix C hereto, as an amendment and restatement of its existing trust agreement with the ICMA Retirement Corporation, and directs the ICMA Retirement Corporation, as Trustee, to invest all funds held under the deferred compensation plan through the ICMA Retirement Trust as soon as is practicable; and

BE IT FURTHER RESOLVED that the _____ (use title of official, not name) shall be the coordinator for this program and shall receive necessary reports, notices, etc. from the ICMA Retirement Corporation as Administrator, and shall cast, on behalf of the Employer, any required votes under the program. Administrative duties to carry out the plan may be assigned to the appropriate departments.

I, _____, Clerk of the (City, County, etc.) of _____,
do hereby certify that the foregoing resolution, proposed by (Council Member, Trustee, etc.) _____,
_____ was duly passed and adopted in the (Council, Board, etc.) of the
(City, County, etc.) of _____ at a regular meeting thereof assembled this
_____ day of _____, 19____, by the following vote:

AYES:

NAYS:

ABSENT:

(SEAL)

Clerk of the (City, County, etc.)

To Whom It May Concern

9/6/83

I have been in the beauty salon business for 21 years. I have owned and operated my own salon for that period of time. I have been in the location at 2756 Douglas Drive for the past 3 1/2 years. Prior to that I was in 2720 Douglas Drive for 12 years.

It is my intention to have a full service salon. We ~~have~~ presently have the following services: Cutting, styling, perming, hair coloring, manicuring, pedicuring, facials, make-up clinics and waxing. I would like to add therapeutic massage to round out our services. We are doing the massage for women only.

Quila Donley
544-9126

APPLICATION FOR LICENSE

4141 Douglas Drive, Crystal, Minnesota 55422

HONORABLE CITY COUNCIL
CRYSTAL, MINNESOTA

COUNCILMEMBERS:

I Twila Donley dba
WE Fantasia Together Hair Designers

Fee, \$1,100

2756 Douglas Drive

New ☒ Renewal

Crystal, MN 55422

Telephone 544-9126

enclose the sum of One Thousand One Hundred and no/100-----DOLLARS
to the City of Crystal as required by the Ordinances of said City and have complied with all the
requirements of said Ordinances necessary for obtaining this License:

NOW, THEREFORE, I

Twila Donley dba Fantasia Together Hair Designers hereby make application to
operate a massage parlor at 2756 Douglas Drive

for the period through December 31, 1983 subject to all
conditions and provisions of said Ordinance.

City Use Only

Twila Donley
Print Name of Applicant

Twila Donley
Signature of Applicant

September 6, 1983

TO: Chief Mossey
FROM: L. Fitzer
SUBJECT: License Request - Twila Donley

Twila Donley has applied for a license in the City of Crystal to do therapeutic massages at 2756 Douglas Drive. She is presently operating a beauty salon at that location.

She has a valid drivers license. A criminal record check shows no criminal record in the State of Minnesota nor in the U.S.A.

I spoke with a reference she supplied, Eileen Saunders, who operates Crystal Furniture. Mrs. Saunders states that Twila Donley has been a friend for over fifteen years. She has been a patron of Donley's beauty salon for many years. She also stated she is aware of Donley's plans to do massages and doesn't believe there will be any problems with this service.

I could not contact either of the other two references supplied.


L. Fitzer
Police Manager

C I T Y O F C R Y S T A L
ELECTION JUDGES & POLLING PLACES
NOVEMBER 8, 1983

WARD 1, PRECINCT 1
NEILL SCHOOL

D *Liz Reid
5417 Vera Cruz
537-1058

D Delores Lejcher
3024 Florida
545-4531

R Maureen Bennett
3308 Welcome
536-8211

R Donna Saucier
3000 Florida
544-2341

WARD 2, PRECINCT 2
CITY HALL

R *Marilyn Duxbury
4407 Douglas Drive
537-8704

D Irene Bernu
2901 Idaho Ave.
545-4219

R Eileen Broman
3857 Idaho
537-5216

WARD 1, PRECINCT 2
CRYSTAL HEIGHTS SCHOOL

R *Sandra Dolence
6118 39th Ave.
533-3792

D Mary Hurt
6609 38th Ave.
533-2062

D Beth Knight
3113 Yukon
545-3778

R Helen Carlson
6603 42nd Ave..
537-6415

WARD 2, PRECINCT 3
CHURCH OF THE OPEN DOOR

R *Jeanne Sherburne
3633 Colorado
533-5535

R Karen Evenocheck
3001 Utah
545-6231

D Beverly White
6511 45th Place
533-8434

WARD 2, PRECINCT 1
FAIR SCHOOL

R *Florence Gaulke
3924 Douglas Drive
537-6147

D Hesther Truax
3717 Vera Cruz
537-6639

D Pearle Balzer
3409 Perry
588-4818

WARD 2, PRECINCT 4
WINNETKA VILLAGE APTS.

D *Peg Wellik
3648 Colorado
537-1080

D Berniece Fitzpatrick
2940 Louisiana
545-0022

R Dorothy Armstrong
7710 36th Ave. N. #302
544-8090

*Head Judge

November 8, 1983

WARD 3, PRECINCT 1

D *Diane Malmberg
6807 47th Ave.
537-7470

R Arlene VanRisseghem
4500 Brunswick
537-2174

R Vidar Fladmoe
4501 Brunswick
537-9410

D Emily Melhuse
4552 Brunswick
537-0442

WARD 3, PRECINCT 2

R *Shirley Burg
5826 Jersey Ave.
537-5463

D Barbara Halverson
4807 Hampshire
537-7907

R Bernice Jubert
4819 Hampshire Ave.
533-2006

D Ethel Wolff
5300 Kentucky
537-9235

WARD 3, PRECINCT 3

R *Terry Fink
3455 Hampshire
537-1677

D Rena Kopczeski
5115 Fairview
537-2111

D Janet Pilon
4836 Quail
535-4115

R C. N. Paris
6520 41st Ave.
533-8901

WARD 4, PRECINCT 1
VFW POST #494

D *Suzanne Smith
5423 Xenia Ave.
533-6995

D Ethel Amundsen
4710 58th Ave. N. #304
533-9252

R Ed Hassig
6620 41st Ave.
537-3748

R Phyllis Adamson
5724 Twin Lake Terrace
537-4994

WARD 4, PRECINCT 2
THORSON COMMUNITY CENTER

R *Bernadine Plasencia
5841 Pennsylvania
537-6095

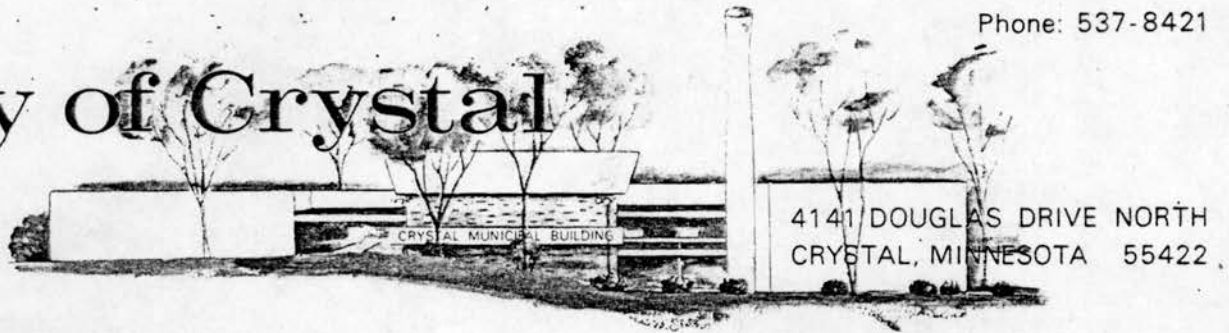
D Marjorie Olson
6600 Dudley
537-6568

D Marilyn Blore
5742 Rhode Island
533-0759

R Roy W. Kottke
4033 Jersey Ave.
533-8509

*Head Judge

City of Crystal



COUNCILMEMBER - WARD 1

Shirley M. Lundgren

August 19, 1983

Mayor Meintsma
Councilmembers
Jack Irving, City Manager

Based on the fact that Federal funds will be used in the Bass Lake Road/Becker Park Redevelopment Project and supposedly when Federal funds are used, there must be participation as Affirmative Action, I propose that the Crystal City Council pass the following two resolutions and send them on to the Crystal HRA to be included as part of the specifications for the bids for a bonding company and for a developer:

1. Be it Resolved:

For a bid from a bonding company to be considered for issuance of Crystal G.O. municipal bonds, the bonding company shall provide historical documentation of a positive Affirmative Action program and documentation of future goals in Affirmative Action for the next three years.

2. Be it Resolved:

For any developer to be considered as acceptable for contracting with the Crystal HRA, the developer shall provide historical documentation of a positive Affirmative Action program and documentation of future goals in Affirmative Action for the period of time to be covered by the contract. The developer shall also agree that it will not subcontract with firms which do not have established positive Affirmative Action programs and if possible, will subcontract at least 10% of all contracts on the basis of Affirmative Action.

Please put this on the Council agenda for the next regular Council meeting, September 6, 1983.

Shirley M. Lundgren

C.C. - Crystal HRA
- Crystal Human Relations Commission

September 2, 1983

TO: John T. Irving, City Manager
FROM: John A. Olson, Assistant City Manager
RE: Deteriorated Buildings in Bass Lake Road Project

A member of the City Council had requested a list of the deteriorated buildings as determined by the consultant for the Bass Lake Road/Becker Park tax increment project. I recieved the work sheets from the consultant and the following list of buildings has been compiled from their work sheets.

Buildings Listed in Poor Condition

1. Bungalow Restaurant, 6621 - 56th Avenue North
2. Duane's Used Cars, 6306 - 56th Avenue North
3. H & R Block, 6428 - 56th Avenue North
4. Photo Time (portion), 5554 West Broadway
5. Cody's, 6611 - 56th Avenue North

Buildings Listed in Fair Condition

1. Adventures in Video, Anderson T.V., Northstar Driving, M & M Tax Service, 6322-6316 - 56th Avenue North
2. Crystal Schwinn, 6324 - 56th Avenue North
3. Smith Laundromat (Community Credit), 6400-6336 - 56th Avenue North
4. Karate Institute (North Side Appliance), 6402 - 56th Avenue North
5. Vera Slater Beauty School, 6406 - 56th Avenue North
6. Eggie's Breakfast (Schoenberger Legal Clinic, Dealer's Auto Service, Doctor's Office, 6418 - 56th Avenue North
7. Colvin Insurance, Andy's Shoe Service, Wally's Barber Shop, 6438 - 56th Avenue North
8. Vacant, 6504 - 56th Avenue North
9. Metro Liquors, 6514 - 56th Avenue North
10. Hanson Decorating, Red Wing Shoes, Crystal Brook Cleaners, 6518-6522 - 56th Avenue North
11. Lorraine's Key Board Studio, 6528 - 56th Avenue North
12. 10,000 Auto Parts, 6600 - 56th Avenue North
13. Champion Auto Parts, 6616 - 56th Avenue North
14. Photo Time (portion), 5554 West Broadway
15. Auto Sports Performance, 6529 - 56th Avenue North
16. Water Beds Minnesota, 6531 - 56th Avenue North

17. Metro Gold and Silver Exchange, 6535 - 56th Avenue North
18. Parnell Cleaners, 6607 - 56th Avenue North
19. Dependable Finance, 6609 - 56th Avenue North
20. Vacant (Cody's), 6611 - 56th Avenue North
21. Crystal Steak House, 6613 - 56th Avenue North
22. Recruiting Offices, 6615-6621 - 56th Avenue North
23. Keating Music, 6623 - 56th Avenue North
24. Crystal Electric Motor Repair, 6522 Ethel Place

Bill Weber of BRW, Incorporated indicated that building condition is only one part of the determination of the tax increment financing district; that economic viability, parking, street layout, vehicular and pedestrian safety hazards and incompatible land uses or land use relationships are also involved.

I hope this information is sufficient for use by the City Council.

TO: THE CITY COUNCIL OF CRYSTAL, MINNESOTA
FROM: D. G. Blore, 5742 R. I. Ave. N, Crystal, 55428
SUBJECT: USE OF 1983 FEDERAL REVENUE - A PROPOSAL
DATE: 11 Aug 1983

At the time of my last letter to this Council 5737 Rhode Island was owned and occupied by Enwright, 5743 Rhode Island was owned and occupied by Thorvilson, and 5749 Rhode Island was owned and occupied by Gilbert. These three properties (all in a row) have been the subject of repeated hearings over the years. I have written many letters always saying the same thing. Just to bring the record up to date, the house at 5737 is now occupied by Yue, 5743 is now occupied by Morgan & Cajer, 5749 is now occupied by Buckman, AND THERE IS A BIG "FOR SALE" SIGN ON DISPLAY in front of Buckman's. The remarkable turn-over of Rhode Island & Sumpter to which I have repeatedly made reference (near 58th Ave. N. in the low-spot) continues. So does the human misery I have tried so hard to stress to this Council. I report to you (as you could have predicted from past testimony on-the-record) that Cajer who rents at 5743 found an inch-&-a-half of water under his bed during spring melt-off in April and had to rent an extractor to remove the water and had to endure unhealthy humid conditions for weeks thereafter and his 1983 situation occurred during a year not noted for floods. Before the City Manager or City Engineer bring up the tired-old expression: "100-year-storm", let the record show people in this neighborhood have experienced 8 or nine such storms during the past 12 years and more agony may be predicted for October, AS USUAL.

Council Member Lundgren asked once when we petitioned years ago if the legal steps of polling property-owners affected by taxation for improvement had been gone-through. It had not. No action was taken by the Council. Within the last 3 years hearings were conducted on a proposed storm sewer improvement. The great test of whether people who live on high ground will tax themselves (to the extent of a pack-of-cigarettes-per-month) to help neighbors living on lower ground was made. A significant majority signed against the proposed improvement and the Council took this indication from "comfy folks" as an expression of the public will, promptly "rationalizing-away" on the ground of respect-for-democracy another opportunity to bring relief. I remember the vote was not unanimous and my records show the dissenting members, whose forgiveness I beg for coming close to saying that the Council-as-a-Whole lacks moral courage. Council Member Rygg suggested on the record he hoped in the absence of a city project that private owners living on high ground might take individual action to "vent" water into other channels to give relief to neighbors living on low ground. So far we have seen none of this and it may be safe after this long to say we do not expect to see much of it in the future.

SO MUCH FOR HISTORY.

This letter is to suggest that if it is within the law to use federal revenue to conduct flood relief programs we do so promptly at 58th & Rhode Island. The City Engineer probably still has the plans and cost figures for the rejected project which this Council refused to impose from local tax money.

D. G. BLORE

11.9.83 Blore

Ordinance

Ordinance NO. 1

Presented By J. J. Smith

Referred To _____

Committee: _____

Date _____

Out of Committee By _____

Date _____

An ordinance amending Chapter 412 of the Saint Paul Legislative Code to include "Physical Culture and Health Services", "Physical Culture and Health Club" and "Reducing Club" as licensed enterprises.

THE COUNCIL OF THE CITY OF SAINT PAUL DOES ORDAIN:

Section 1.

That Section 412.01 of the Legislative Code is hereby amended to read as follows:

License Required. No person shall engage in the business of operating a physical culture and health services, physical culture and health club, reducing club, reducing salon, sauna and/or a massage parlor either exclusively or in connection with any other business enterprise without being licensed as provided in this section. Any person who conducts such business either in whole or in part by arranging for massages by means of telephonic, verbal or written communication shall administer such massages only on a licensed premises if such massage is to be administered within the City of Saint Paul.

Section 2.

That Section 412.02(3) of the Legislative Code is hereby amended to read as follows:

COUNCILMEN

Yeas

Nays

Fletcher
Levine
Masanz
Nicosia
Scheibel
Tedesco
Wilson

_____ In Favor

_____ Against

Adopted by Council: _____ Date _____

Certified Passed by Council Secretary

By _____

Approved by Mayor: _____ Date _____

By _____

Requested by Department of: _____

By _____

Form Approved by City Attorney

By Jane A. McPeak 3-14-83

Approved by Mayor for Submission to Council

By _____

Page 2.

(c) "Physical culture and health services", "physical culture and health club", "reducing club", "reducing salon", and "massage parlor" mean any building, room, structure, place, or establishment used by the public other than a hospital, sanatorium, rest home, nursing home, boarding home or other institution for the hospitalization or care of human beings, duly licensed under the provisions of Minnesota Statutes, Sections 144.50 through 144.703, inclusive, where non-medical and non-surgical manipulative exercises or massages are practiced upon the human body for a fee or other valuable consideration by anyone not duly licensed by the State of Minnesota to practice medicine, surgery, osteopathy, chiropractic, physical therapy or podiatry, with or without the use of mechanical, therapeutic, or bathing devices, "Massage-Parlor" shall-mean-any-room-or-rooms-wherein-a-person-for-a-fee-may-receive-from-another-person-a-massage, or any room or rooms from which a masseur or masseuse is dispatched by telephone or otherwise for the purpose of giving a massage; provided that no massage for a fee shall be given except in a licensed premises.

Section 3.

That Section 412.03 of the St. Paul Legislative Code, pertaining to number of licenses, is repealed.

Section 4.

That Section 412.04 of the St. Paul Legislative Code be and the same hereby is amended to read as follows:

412.04. Fee. The fee required is \$475 \$200. A separate license shall be obtained for each place of business. The licensee shall display the license in a prominent place on the licensed premises at all times. A license, unless revoked, is for the calendar year, or part thereof, for which it has been issued.

Page 3.

Section 5.

That Section 412.05, Subd. 3, of the Legislative Code is hereby amended to read as follows:

Subd. 3. Consents. No person shall be licensed to operate a physical culture and health services, physical culture and health club, reducing club, reducing salon, sauna and/or massage parlor within two hundred (200) feet of any private residence, dwelling or apartment house, unless consents are obtained as follows:

The applicant shall present with his application a statement in writing by the owners and tenants of ninety percent (90%) of all private residences, dwelling and apartment houses located within two hundred (200) feet of such premises to the effect that they have no objection to the granting of such license or the operation of the business of physical culture and health services, physical culture and health club, reducing club, reducing salon, sauna and/or massage parlor at the location proposed, provided nevertheless that such consent shall not be necessary when the premises whereon the business is proposed is zoned as I-1, I-2, or I-3, Industrial District.

Section 6.

That Section 412.05, Subd. 4 of the Legislative Code is amended to read as follows:

Subd. 4. Persons already licensed; exception from certain requirements. Saunas and massage parlors already licensed under this chapter on the effective date of this section may continue to operate and have their licenses renewed without regard to the requirements and prohibitions in this section, so long as such licensees continue to comply with all other provisions of this chapter and other laws. That any physical culture and health services, physical culture and health club, reducing club, or reducing salon operating on the effective date of this ordinance

Page 4.

may be granted a license notwithstanding the provisions of Section 412.05, Subd. 3, so long as such applicant for a license complies with all other provisions of this chapter and other laws. Applications for new licenses and for transfers of licenses as defined in Section 310.11 made after the effective date of this section shall comply with the requirements and prohibitions of this section.

Section 7.

That Section 412.05, Subd. 5(2) of the St. Paul Legislative Code is hereby amended to read as follows:

(2) The proximity of the site for the physical culture and health services, physical culture and health club, reducing club, reducing salon, sauna or massage parlor to churches, schools, playgrounds, parks or other community facilities adversely affected:

Section 8.

That Section 412.05, Subd. 5(5) of the St. Paul Legislative Code, pertaining to adverse action based on the reasonably anticipated likelihood of excessive noise or noisy conduct, is repealed.

Section 9.

That Section 412.06 of the St. Paul Legislative Code be and the same hereby is amended by deleting the same in its entirety and substituting, in lieu and in place thereof, the following:

412.06. Restrictions and Regulations.

(1) It shall be grounds for denial of the application if the applicant or persons in his employ are not complying with or have a history of violations of the laws and ordinances that apply to public health, safety or morals.

Page 5.

(2) It shall be grounds for the rescinding of a license if the owner, manager, lessee or any of the employees is convicted of any violations, reasonably related to the licensed activity and occurring on the licensed premises, of any ordinance or state statute.

(3) It shall be grounds for rescinding any license granted under this chapter if the premises do not comply with the health, safety and building regulations of the city of Saint Paul and state of Minnesota.

(4) An application may be denied or a license may be rescinded if the presence of such establishment is found to be detrimental to the health, welfare or safety of the citizens of the city of Saint Paul.

(5) A license may be rescinded upon evidence of a material variance in the actual plan and design of the premises from the plans submitted pursuant to Section 412.05, Subdivision 1(1) or from the original design of the premises when initially licensed without prior approval of the city council.

Section 10.

That Section 412.07(6) of the St. Paul Legislative Code, pertaining to locked doors, is repealed.

Section 11.

That Section 412.08 (4), (5) (6) of the St. Paul Legislative Code, pertaining to masseur and masseuse coverings, is repealed.

Section 12.

That Section 412.10 of the St. Paul Legislative Code, pertaining to business hours, is repealed.

Ordinance

Ordinance NO. 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000

Presented By _____

Referred To _____ Committee: _____ Date _____

Out of Committee By _____ Date _____

Page 6.

Section 13.

This ordinance shall take effect and be in force thirty (30) days from and after its passage, approval and publication.

COUNCILMEN

Yeas	Nays	
Fletcher	Fletcher	<u>6</u> In Favor
Levine	Galles	
Masanz	Masanz	<u>0</u> Against
Nicosia	Nicosia	
Scheibel	Scheibel	
Tedesco		
Wilson		

Adopted by Council: _____ Date MAY 31 1983

Certified Passed by Council Secretary: _____
By Albert Bolam JUN 1 1983

Approved by Mayor: _____ Date JUN 1 1983

By George [Signature]

PUBLISHED JUN 11 1983

Requested by Department of: _____

By _____

Form Approved by City Attorney

By Jane A. McPeak 3-14-83

Approved by Mayor for Submission to Council

By _____

CITY OF SAINT PAUL

Ordinance

Council

File NO.

280135

Ordinance NO.

17027

Presented By

Referred To

Committee:

Date

Out of Committee By

Date

An ordinance amending Chapter 414 of the Saint Paul Legislative Code pertaining to the licensing of massage therapists.

THE COUNCIL OF THE CITY OF SAINT PAUL DOES ORDAIN:

Section 1.

That Section 414.01 of the Saint Paul Legislative Code be and the same is hereby amended to read as follows:

414.01. License required. No person shall engage in providing services as a ~~masseur-of-masseuse~~ massage therapist in Saint Paul without a license.

Section 2.

That Section 414.03, subdivision 1 of the St. Paul Legislative Code be and the same is hereby amended to read as follows:

414.03. Licensing requirements.

Subdivision 1. Application. A ~~masseur-of-masseuse~~ massage therapist shall apply to the city council of the city of Saint Paul for a license to provide services by paying the license fee specified in section 414.02 at the inspector's office and by completing an application form prepared by the inspector. Such application shall include:

- (1) The name, age and address of the applicant;
- (2) The length of experience in this occupation

COUNCILMEN

Yeas

Nays

Fletcher
Galles
Masanz
Nicosia
Scheibel
Tedesco
Wilson

In Favor

Against

Adopted by Council: Date

Certified Passed by Council Secretary

By

Approved by Mayor: Date

By

Requested by Department of:

By

Form Approved by City Attorney

By

Jane A. McPeak 4-21-83

Approved by Mayor for Submission to Council

By

and the past places of employment and position held; and

(3) A description of any crime or other offense, including the time, place, date and disposition, for which the applicant has been arrested and convicted+.

~~(4) Photographs of the applicant taken by the Saint Paul police department showing both the front and side view+ and~~

~~(5) A complete set of fingerprints taken by the Saint Paul police department.~~

~~Such application shall be processed in the same manner as provided for in the last paragraph of Section 415.04.~~

The license application shall thereafter be reviewed by the division of public health, department of police, and such other departments as shall be deemed necessary. Such departments will thereafter submit their reports and recommendations to the inspector, who will submit all of the reports and recommendations of the other departments, together with the inspector's report and recommendations, to the city council. The council, following a public hearing, shall either grant or deny the license.

Section 3.

That Section 414.03, subdivision 2 of the Saint Paul Legislative Code be and the same is hereby amended by deleting the same in its entirety and substituting, in lieu and in place thereof, the following:

Subd. 2. Educational requirements.

(1) Each applicant for a massage therapist license shall furnish with the application proof of the following:

(a) A diploma or certificate of graduation from an American Massage Therapist Assn. approved school; or

(b) A diploma or certificate of graduation

from a school which is either accredited by a recognized educational accrediting association or agency, or is licensed by the state or local government agency having jurisdiction over the school.

(2) Each applicant shall also furnish proof at the time of application of course work in the following areas:

(a) The theory and practice of massage, including but not limited to Swedish, Esalen, Shiatsu, and/or Foot Reflexology techniques; and

(b) Anatomy, including, but not limited to skeletal and muscular structure and organ placement; and

(c) Hygiene.

(3) Additionally, each applicant at the time of application shall demonstrate that the applicant has had no less than six months' experience in the practice of therapeutic massage with a minimum of 25 verified full practice massage therapy treatments which applicant has performed in a non-commercial setting and in the status of a trainee. For purposes of this subdivision, trainee shall mean those persons with less than one year's experience in the practice of therapeutic massage and engaged in the active pursuit of knowledge of massage and related areas.

Applicants who have been actively engaged in the practice of therapeutic massage for at least six months outside the city may, in the alternative, furnish proof of such practice.

Section 4.

That Section 414.03, subdivision 3 of the Saint Paul Legislative Code be and the same is hereby amended to read as follows:

Subd. 3. Examination. Each applicant for a ~~masseur-or-masseuse~~ massage therapist license

shall be required to submit to and pass an examination as to the qualifications and competence of said applicant for the practice of massage. Said examination shall be given by the director of the division of public health and by such persons as he may designate, in such form as he may prescribe, whether written, oral or practical, so as to determine whether the applicant has sufficient knowledge, skill, training and experience to safely and competently administer massages to the general public. Such examination shall test the applicant's

- (1) knowledge of massage and public health statutes, ordinances, rules and regulations; and
- (2) knowledge of anatomy ~~and-physiology~~; and
- (3) knowledge of the theory of massage; and
- (4) knowledge and ability in practical massage.

The director of the division of public health shall notify the license inspector of the examination results, and whether or not the applicant has demonstrated sufficient knowledge, skill, training and experience to safely and competently administer massages to the general public.

Section 5.

That Section 414.04 of the Saint Paul Legislative Code, pertaining to grounds for denial or rescission of license, is repealed.

Section 6.

That Section 414.05 of the Saint Paul Legislative Code be and the same is hereby amended to read as follows:

414.05. Term of license; renewal. The license issued by the city of Saint Paul for providing services as a ~~masseur-or-masseuse~~ massage therapist unless revoked is for the calendar year or part thereof for which it has been issued. A renewal application shall be made in the same manner as provided for the original application ~~with-the exclusion-of-fingerprints-and-photographs.~~

WHITE - CITY CLERK
PINK - FINANCE
CANARY - DEPARTMENT
BLUE - MAYOR

CITY OF SAINT PAUL

Ordinance

Council

File NO.

280135

Ordinance NO.

17027

Presented By _____

Referred To _____

Committee: _____

Date _____

Out of Committee By _____

Date _____

Page 5.

Section 7.

This ordinance is deemed to be a part of the Saint Paul Legislative Code and shall be incorporated therein and given an appropriate chapter and/or section number at the time of the next revision of said Legislative Code.

Section 8.

This ordinance shall take effect and be in force 30 days from and after its passage, approval and publication.

COUNCILMEN

Yeas

Nays

Fletcher
Galles
Masanz
Nicosia
Schelbel
Tedesco
Wilson

6

In Favor

0

Against

Adopted by Council:

Date

MAY 31 1983

Certified Passed by Council Secretary

By

Albert B. Olson

Approved by Mayor:

Date

JUN 1 1983

By

George F. Ratner

Requested by Department of:

By

Form Approved by City Attorney

By

Jane A. McPeak 4-27-83

Approved by Mayor for Submission to Council

By

PUBLISHED JUN 11 1983

SENT WITH PRELIMINARY AGENDA 9/16/83

Engr's. letter of 9/15 re surety for 6105 - 42nd.
City Mgr's. budget message; copy of amended pages.
Planning Commission minutes of 9/12/83.

Memo of 9/13 from Environmental Comm. re cable
television program.

Lease copy of N.W. HHSC for Thorson.

Engr's. memo re surety for 7818 - 36th (Superamerica)

Engr's. memo re surety release for Ground Round.

Memo & contract for Funk Animal Hopp.

Unapproved minutes of 9/13 Long-Range Plann. Comm.

Park & Rec. Adv. Comm. minutes of 8/3.

Park & Rec. Dept. August report.

Letter from NSP of 9/6 re conversion of NSP-owned
street lights to high pressure sodium.

Minutes of Long-Range Plann. Comm. of 7/12.

SENT ON MONDAY, SEPTEMBER 19, 1983

Council minutes of Special meeting of 8/30/83.

Council minutes of September 6, 1983.

SENT WITH AGENDA 9/20/83

Memo from Buldg. Inspector of 9/20/83 re variance
request of Donald Gayken, 6218 - 46th Ave. N.

COUNCIL AGENDA

September 20, 1983

Pursuant to due call and notice thereof, the regular meeting of the Crystal City Council was held on September 20, 1983, at 7:00 P.M., at 4141 Douglas Drive, Crystal, Minnesota. The Secretary of the Council called the roll and the following were present:

Councilmembers

☒ Herbes
☒ Aaker
☒ Bird
☒ Schaaf
☒ Meintsma
☒ Lundgren
☒ Rygg

Staff

☒ Irving
☒ Kennedy
☒ Olson
☒ Sherburne
☒ Peterson
☒ Wilson
☒ Ahmann

The Mayor led the Council and the audience in the Pledge of Allegiance to the Flag.

The minutes of the Special Council meeting of August 30, 1983 and the regular Council meeting of September 6, 1983 were approved, with the following exceptions:

CONSENT AGENDA

1. Set 7:00 P.M., or as soon thereafter as the matter may be heard, October 4, 1983, as the time and date for a public hearing, at which time the City Council will sit as a Board of Adjustments and Appeals, to consider a request from David Nelson for a variance to build a 20'x22' attached garage at 5800 Quail Avenue North.
2. To set surety in the amount of \$19,500 as a guarantee of faithful performance of certain work requirements as a condition of building permit approval for 6105 - 42nd Avenue North, as recommended by the City Engineer.

Moved by Councilmember Rygg and seconded by Councilmember _____ to remove items _____ and _____ from the Consent Agenda. Motion Carried.

Moved by Councilmember Rygg and seconded by Councilmember A to approve the Consent Agenda. Motion Carried.

REGULAR AGENDA

- ✓ 1. It being 7:00 P.M., or as soon thereafter as the matter could be heard, Mayor Meintsma declared this was the time and date as advertised for the public hearing, at which time the City Council would sit as a Board of Adjustments and Appeals, to consider a request from Donald Gayken for a variance to expand a non-conforming use (said non-conformity being the existing dwelling encroaches 15.8' in the required 40' rear yard setback) to build a 12'x12' deck with a hot tub at 6218 - 46th Avenue North. The Mayor asked those present to voice their opinions or ask questions concerning the variance. Those present and heard were: *Mrs. Gayken C. J. L.*

Moved by Councilmember _____ and seconded by Councilmember _____ to grant authorization, pursuant to Section 515.55 of the Crystal City Code, to vary or modify the strict application of Section 515.05, Subd. 2) for a variance of 15.8' in the required 40' rear yard setback to allow the construction of a 12'x12' deck with a hot tub at 6218 - 46th Avenue North, (legal description) as requested in Variance Application #83-77A by Donald Gayken. Motion Carried.

Ⓢ Moved by Councilmember *Ry* and seconded by Councilmember *Lu* to (deny) (continue until _____ the discussion of) Variance Application #83-77A to allow the construction of a 12'x12' deck with a hot tub at 6218 - 46th Avenue North. Motion Carried.

2. It being 7:00 P.M., or as soon thereafter as the matter could be heard, Mayor Meintsma declared this was the time and date as advertised for the public hearing, at which time the City Council would sit as a Board of Adjustments and Appeals, to consider a request from Melvin E. Lockwood for a variance to expand a non-conforming use (said non-conformity being the existing house encroaches 5' in the required 30' side street side yard setback) to allow the construction of a 16'x22' detached garage at 5757 Quail Avenue North. The Mayor asked those present to voice their opinions or ask questions concerning the variance. Those present and heard were: *W. C. J. L.*

Moved by Councilmember *A* and seconded by Councilmember *H* to grant authorization, pursuant to Section 515.55 of the Crystal City Code, to vary or modify the strict application of Section 515.05, Subd. 2) for a variance of 5' in the required 30' side street side yard setback to allow the construction of a 16'x22' detached garage at 5757 Quail Avenue North, Lot 1, Block 4, Twin Lake Park 2nd Addition, as requested in Variance Application #83-76A by Melvin E. Lockwood. Motion Carried.

Moved by Councilmember _____ and seconded by Councilmember _____ to (deny) (continue until _____ the discussion of) Variance Application #83-76A to allow the construction of a 16'x22' detached garage at 5757 Quail Avenue North. Motion Carried.

September 20, 1983

3. It being 7:00 P.M., or as soon thereafter as the matter may be heard, Mayor Meintsma declared this was the time and date as advertised for the public hearing, to consider tentative approval of the proposed plat Rolling Green of Crystal. The Mayor asked those present to voice their opinions or ask questions concerning the proposed plat. Those present and heard were:

Mark Meintsma y. E. 53rd

Moved by Councilmember Lu and seconded by Councilmember Ry to (approve) (disapprove) (continue until _____ the discussion of) tentative approval of the proposed plat Rolling Green of Crystal.

OH S Lu Ry Me.
B E = A
Motion Carried.

4. The City Council considered the Second Reading of an ordinance vacating a portion of Quail Avenue, south of 53rd Avenue, and a portion of Vera Cruz Avenue, south of 53rd Avenue.

Moved by Councilmember A and seconded by Councilmember Lu to adopt the following ordinance:

ORDINANCE NO. 83-

AN ORDINANCE RELATING TO PUBLIC WAYS: VACATING PORTIONS
OF CERTAIN STREETS WITHIN THE CITY OF CRYSTAL

and further, that this be the second and final reading.

OH S Lu Ry Me.
B E = A
Motion Carried.

③ 35500 12/1/83
2000 12/1/83
(12/1/83) 12/1/83
35500 12/1/83
Council Agenda

② Lu = H Line (25/1/83) V. the
O H Lu
BS Ry me
September 20, 1983

5. It being 7:00 P.M., or as soon thereafter as the matter may be heard, Mayor Meintsma declared this was the time and date as advertised for the public hearing to consider the 1984 City of Crystal Budget. The Mayor asked those present to voice their opinions or ask questions concerning the 1984 Budget. Those present and heard were: *un C, 1*

Moved by Councilmember *A* and seconded by Councilmember *B* to adopt the following resolution, the reading of which was dispensed with by unanimous consent:

RESOLUTION NO. 83-

A RESOLUTION ADOPTING BUDGET AND LEVYING TAXES
FOR CERTIFICATION TO THE COUNTY AUDITOR

By roll call and voting aye: _____, _____, _____, _____, _____, _____, _____; voting
no: _____, _____, _____, _____, _____, _____, _____; Motion
carried, resolution declared adopted.

Moved by Councilmember _____ and seconded by Councilmember _____ to
(disapprove) (continue until _____ the discussion of) the 1984 City of
Crystal Budget. Motion Carried.

6. The City Council considered rezoning of property at 3504-3516 Douglas Drive from R-1 to R-4 to allow the construction of eight (8) townhouses.

Moved by Councilmember _____ and seconded by Councilmember _____ to adopt
the following ordinance:

ORDINANCE NO. 83-

AN ORDINANCE RELATING TO ZONING: CHANGING THE
USE CLASSIFICATION OF CERTAIN LANDS

and further, that the second and final reading be held on October 4, 1983.

Motion Carried.

Moved by Councilmember _____ and seconded by Councilmember _____ to
(disapprove) (continue until _____ the discussion of) Application
No. 83-60A to rezone property from R-1 to R-4 at 3504-3516 Douglas Drive.

Motion Carried.

- ✓ 7. The City Council considered a request for a conditional use permit from the Olivet Baptist Church to allow a church in an R-1 district at 3415 Louisiana Avenue North (Crystal Heights School). *no objection*

Moved by Councilmember B and seconded by Councilmember S to (approve as recommended by and based on the findings of fact of the Planning Commission) (deny) (continue until _____ the discussion of) a conditional use permit to allow a church in an R-1 district at 3415 Louisiana Avenue North, Lots 2 and 3, Block 1, Mount Crystal Addition, as requested in Application #83-62AT by the Olivet Baptist Church. Motion Carried.

- ✓ 8. The City Council considered a sign permit for North Hennepin Montessori School at 6700 - 46th Place North.

Moved by Councilmember Ry and seconded by Councilmember S to (approve) (disapprove) (continue until _____ the discussion of) a sign permit for North Hennepin Montessori School at 6700 - 46th Place North. Motion Carried.

- ✓ 9. The City Council considered a request from the Environmental Commission for a cable television program. *commentary (1/2 hour), 20 sec*

Moved by Councilmember S and seconded by Councilmember H to (approve) (disapprove) (continue until _____ the discussion of) a request from the Environmental Commission to do a cable television program on the City commissions. Motion Carried.

- ✓ 10. The City Council considered a lease for space at Thorson Community Center with Northwest Hennepin Human Services Council for the Energy Assistance Program.

Moved by Councilmember B and seconded by Councilmember A to adopt the following resolution, the reading of which was dispensed with by unanimous consent:

RESOLUTION NO. 83-

RESOLUTION RELATING TO A LEASE WITH NORTHWEST HENNEPIN
HUMAN SERVICES COUNCIL

By roll call and voting aye: _____, _____, _____, _____, _____, _____, _____; voting
no: _____, _____, _____, _____; absent, not voting: _____, _____, _____. Motion
carried, resolution declared adopted.

Moved by Councilmember _____ and seconded by Councilmember _____ to
(disapprove) (continue until _____ the discussion of) a lease for
space at the Thorson Community Center for Northwest Hennepin Human Services Council
for the Energy Assistance Program. Motion Carried.

- ✓ 11. The City Council considered release of surety in the amount of \$9,000 for work related to building permit approval at Superamerica station at 7818 - 36th Avenue North.

Moved by Councilmember A and seconded by Councilmember H to accept the work required as a condition of building permit approval for the Superamerica station at 7818 - 36th Avenue North subject to guaranty provisions of the agreement of this date and that surety in the amount of \$9,000 be released subject to said guarantee, as recommended by the City Engineer. Motion Carried.

- ✓ 12. The City Council considered release of surety in the amount of \$32,000 for work related to the building permit approval for the Ground Round located at 6830 - 56th Avenue North.

Moved by Councilmember B and seconded by Councilmember H to accept the work required as a condition of building permit approval for the Ground Round located at 6830 - 56th Avenue North, subject to guaranty provisions of the agreement of this date, and that surety in the amount of \$32,000 be released subject to said guarantee, as recommended by the City Engineer. Motion Carried.

- ✓ 13. The City Council considered a new contract for animal services at the Funk Animal Hospital.

Moved by Councilmember Ry and seconded by Councilmember B to adopt the following resolution, the reading of which was dispensed with by unanimous consent:

RESOLUTION NO. 83-

RESOLUTION RELATING TO A CONTRACT WITH
FUNK ANIMAL HOSPITAL

By roll call and voting aye: _____, _____, _____, _____, _____, _____, _____; voting no: _____, _____, _____, _____; absent, not voting: _____, _____, _____. Motion carried, resolution declared adopted.

✓ Moved by Councilmember _____ and seconded by Councilmember _____ to (disapprove) (continue until _____ the discussion of) a contract for animal services at the Funk Animal Hospital. Motion Carried.

- ✓ 14. The City Council considered a recommendation from the Long-Range Planning Commission for the City to hire an engineering consultant to prepare an evaluation and an inventory of the City streets as part of a potential street reconstruction program.

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- ✓ 15. The City Council discussed adjustment of two employees' salaries.

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Moved by Councilmember S and seconded by Councilmember H to approve
the list of license applications. Motion Carried.

Moved by Councilmember S and seconded by Councilmember H to adjourn
the meeting. Motion Carried.

APPLICATION FOR LICENSE

SEPTEMBER 20, 1983

PLUMBING - (\$30.25)

James Larson Plumbing
Olympic Plumbing & Heating

SIGN HANGERS - (\$66.00)

Arrow Sign Company

September 16, 1983

Dear Councilmembers:

I hate to put the kiss of death on any Council meeting because I have done it so often in the past, but after looking over the tentative agenda, it seems to me the only possible lengthy items are the public hearing on the budget, and the possibility of some extended conversation regarding items #3 and #4, which is tentative approval of the proposed Rolling Green of Crystal addition, and the vacation of portions of Quail and Vera Cruz as they relate to Rolling Green of Crystal addition.

I guess I should include Item #6, which has been before the Council on several occasions. As you can see, it is back again. The Planning Commission has recommended approval and surprisingly, at least to the staff, none of the neighbors appeared at the public hearing in opposition.

We are working on the minutes of the Special meeting of August 30, and they may or may not be included for your approval. Because of that, the last regular meeting minutes are being held up also. If we can conclude accurately the minutes of the Special meeting, and can get them typed in time, we will include them in this preliminary agenda. If we cannot accomplish it until Monday, we will send them out separately then. If it isn't done Monday, it is my opinion it is too late for this Council meeting, and it will have to go to the following meeting.

The Council meeting should go pretty much as follows:

CONSENT AGENDA

ITEM

SUPPORTING DATA

- | | |
|---|---|
| 1. Set Public Hearing to consider a request from David Nelson for a variance to build a 20'x22' attached garage at 5800 Quail Ave. N. | None. |
| 2. Set surety in the amount of \$19,500 for site improvements at 6105 - 42nd Ave. N. (Liberty Garment). | Copy of City Engineer's letter dated 9/15/83. |

The regular meeting should go as follows:

REGULAR AGENDAITEMSUPPORTING DATA

1. Public Hearing to consider a request from Donald Gayken for a variance to expand a non-conforming use (said non-conformity being the existing dwelling encroaches 15.8' in the required 40' rear yard setback) to build a 12'x12' deck with a hot tub at 6218 - 46th Ave. N. None.
2. Public Hearing to consider a request from Melvin E. Lockwood for a variance to expand a non-conforming-use (said non-conformity being the existing house encroaches 5' in the required 30' side street side yard setback) to allow the construction of a 16'x22' detached garage at 5757 Quail Ave. N. None.

Detailed information, if necessary, will be given by staff at Tuesday's meeting for Items #1 and #2.

3. Public Hearing to consider tentative approval of the proposed plat Rolling Green of Crystal. None.
4. Consideration of the Second Reading of an ordinance vacating a portion of Quail Avenue, south of 53rd Avenue, and a portion of Vera Cruz Avenue, south of 53rd Ave. None.
5. Public Hearing to consider the 1984 City of Crystal Budget. Copy of budget message from City Manager; 'copy of amended pages for budget.
6. Consideration of rezoning of property at 3504-3516 Douglas Drive from R-1 to R-4 and a conditional use permit to allow the construction of 8 town-houses. Copy of Planning Commission minutes of 9/12/83, item 2.

I have already spoken to Items #3, #4 and #6 and somewhat to Item #5.

As you will note, enclosed is a copy of my budget message and also a packet of amended sheets for you to insert. It would be my suggestion and make more sense to you if you inserted the amended pages before you read the budget message, as the budget message will conform to the new amended sheets, rather than what you have presently.

6. (Continued)

As I have indicated before, there is no major new thing in the budget. There are some small individual items that really need some mention before the Council would be expected to act on it.

7. Consideration of a request for a conditional use permit from the Olivet Baptist Church to allow a church in an R-1 District at 3415 Louisiana Ave. N. (Crystal Heights School). Planning Commission minutes of 9/12, item 3.

As you will note in the Planning Commission minutes, the Planning Commission did recommend approval of this request for a conditional use permit.

8. Consideration of a sign permit from North Hennepin Montessori School at 6700 - 46th Place N. None.
9. Consideration of a request from the Environmental Commission for a cable television program. Copy of memo dated 9/13/83.

This proposal makes sense to me but really needs approval by the Council because it definitely is outside of the scope and charge of the Environmental Commission.

10. Consideration of a lease for space at Thorson Community Center with Northwest Hennepin Human Services Council for the Energy Assistance Program. Copy of lease.

If there are any questions regarding this item, Charlie will be prepared to answer those questions Tuesday evening.

11. Consideration of release of surety in the amount of \$9,000 for work related to building permit approval at Superamerica Station at 7818 - 36th Ave. Copy of letter from City Engineer dated 9/8/83.
12. Consideration of release of surety in the amount of \$32,000 for work related to building permit approval for the Ground Round located at 6830 - 56th Ave. N. Copy of letter from City Engineer dated 9/8/83.
13. Consideration of a new contract for animal services at the Funk Animal Hospital. Copy of memo and contract.

13. (Continued)

The only basic changes in the contract are the fees, and it is our recommendation that the Council adopt this contract and make it effective July 1, 1983.

14. Consideration of a recommendation from the Long-Range Planning Commission for the City to hire an engineering consultant to prepare an evaluation and an inventory of the City streets as part of a potential street reconstruction program. Copy of unapproved minutes of the 9/13/83 Long-Range Planning Commission meeting.

The Long-Range Planning Commission has recommended to the Council that they hire a consulting engineer to evaluate the condition of the streets of Crystal and also prepare an inventory of those conditions as a necessary ingredient to making a decision as to when to, how to, and where to reconstruct the streets of Crystal.

It is the opinion of the Long-Range Planning Commission that many of the streets in the City have gone beyond their expected life and are sadly in need of repair. It is their opinion that sealcoating has done a great job in extending their life, but there reaches a point where the cost of patching prior to sealcoating makes it imperative that the City consider total rebuilding of the streets, rather than merely patching prior to sealcoat or whenever necessary.

15. Discussion of adjustment of two employees' salaries. None.

That should take care of the Council meeting as we see it at this writing. I have, however, included some informational items that are listed below.

1. Park & Recreation Advisory Commission minutes of 8/3/83.
2. Park & Recreation Dept. monthly report for August, 1983.
3. Letter from NSP dated 9/6/83 re conversion of NSP-owned street lights to high pressure sodium.
4. Minutes of the Long-Range Planning Commission of 7/12/83.

No action is necessary on any of the informational items.

See you Tuesday. Have a nice weekend.

J A C K

da
enc.

APPLICATION FOR LICENSE

SEPTEMBER 20, 1983

PLUMBING - (\$30.25)

James Larson Plumbing
Olympic Plumbing & Heating

SIGN HANGERS - (\$66.00)

Arrow Sign Company

22
DUE DATE: NOON, WEDNESDAY
SEPTEMBER 14, 1983

MEMO TO: John T. Irving, City Manager
FROM: John A. Olson, Assistant City Manager

ACTION NEEDED MEMO: From the September 6, 1983, Council Meeting

The items listed below are the actions requested by the City Council at their regular Council meeting of September 6, 1983. These items should be taken care of by noon, Wednesday, preceding the next regularly scheduled Council meeting and returned to the Assistant City Manager for his review.

CONSENT AGENDA

DEPARTMENT ITEM

ASST. CITY MGR. 1. Set public hearing to consider a request for a variance to build a deck at 6218 - 46th Avenue North.
ACTION NEEDED: Place item on September 20, 1983 Council Agenda.
ACTION TAKEN: Item placed on September 20, 1983 Council Agenda.

BLDG. DEPARTMENT ACTION NEEDED: Send out notices to affected property owners.
ACTION TAKEN: Notices mailed 9-7-83.

ASST. CITY MGR. 2. Set public hearing to consider a request for a variance to build a detached garage at 5757 Quail Avenue North.
ACTION NEEDED: Place item on September 20, 1983 Council Agenda.
ACTION TAKEN: Item placed on September 20, 1983 Council Agenda.

BLDG. DEPARTMENT ACTION NEEDED: Send notices to affected property owners.
ACTION TAKEN: Notices mailed 9-7-83.

<u>DEPARTMENT</u>	<u>ITEM</u>	
ASST. CITY MGR.	3.	Set public hearing to consider tax increment financing for Nevada Court Condominiums for the October 4, 1983 Council meeting. ACTION NEEDED: Place item on October 4, 1983 Council Agenda and publish notice. ACTION TAKEN: Item placed on October 4, 1983 Council Agenda.

ASST. CITY MGR.	4.	Set public hearing to consider tentative approval of the proposed plat Rolling Green of Crystal. ACTION NEEDED: Place item on September 20, 1983 Council Agenda. ACTION TAKEN: Item placed on September 20, 1983 Council Agenda.
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CITY ENGINEER		ACTION NEEDED: Publish notice. ACTION TAKEN: Notice published 9-8-83.
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CITY CLERK	5.	Appoint election judges and approve polling places for the November 8, 1983 City Election. ACTION NEEDED: Proceed with election as authorized. ACTION TAKEN: Noted.
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REGULAR AGENDA

<u>DEPARTMENT</u>	<u>ITEM</u>	
ASST. CITY MGR.	1.	Consideration of First Reading of an ordinance vacating a portion of Quail Avenue North and a portion of Vera Cruz Avenue North, both south of 53rd Avenue North. ACTION NEEDED: Place Second Reading on September 20, 1983 Council Agenda. ACTION TAKEN: Second Reading placed on September 20, 1983 Council Agenda.

BLDG. INSPECTOR	2.	Public hearing to consider a request for a canopy which would encroach 8'1" in the front yard setback at 6827 Bass Lake Road. ACTION NEEDED: Notify applicant of Council denial. ACTION TAKEN: Applicant present at meeting.
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<u>DEPARTMENT</u>	<u>ITEM</u>	
BLDG. DEPARTMENT	3.	Public hearing to consider requests for variances to expand a non-conforming use at 5301 Douglas Drive. ACTION NEEDED: Notify applicant of Council approval. ACTION TAKEN: Applicant present at meeting.
CITY ENGINEER	4.	Consideration of setting surety in the amount of \$21,000 as part of building permit approval for Octopus Car Wash, 5301 Douglas Drive. ACTION NEEDED: Notify applicant of setting of surety and Council authorization to issue building permit subject to receipt of surety and signed agreement within 14 days. ACTION TAKEN: Applicant present at meeting.
CITY CLERK	5.	Public hearing to consider franchise for the distribution of natural gas in the City. ACTION NEEDED: Notify Minnegasco of Council approval. ACTION TAKEN: Notified 9-7-83.
CITY ENGINEER	6.	Consideration of Second Reading of an ordinance rezoning property from B-4 to I-1 at 6105 - 42nd Avenue North. ACTION NEEDED: Notify applicant of Council approval. ACTION TAKEN: Applicant present at meeting. Re-zoning sent for publishing.
CITY CLERK	7.	Consideration of the discussion of license fee for massage parlor. ACTION NEEDED: Applicant applied for license and paid fee. Issue license as granted by City Council. ACTION TAKEN: License issued 9-7-83.
CITY MANAGER	8.	Consideration of the adoption of the Deferred Compensation Program of the International City Managers Association. ACTION NEEDED: Forward resolution to ICMA. ACTION TAKEN: Resolution certified 9-8-83.

<u>DEPARTMENT</u>	<u>ITEM</u>	
CITY MANAGER	9.	<p>Consideration of agreement between Hennepin County and the City of Crystal to provide back-up plans for the public safety answering points.</p> <p>ACTION NEEDED: Notify Hennepin County of Council denial of resolution.</p> <p>ACTION TAKEN: Further investigation in process.</p>
CITY MANAGER	10.	<p>Consideration of Councilmember Lundgren's request regarding affirmative action programs by contractors for the Bass Lake Road/Becker Park project.</p> <p>ACTION NEEDED: Refer proposal to the Human Relations Commission and the HRA for discussion and recommendations to the Council.</p> <p>ACTION TAKEN: Lundgren memo sent to HRA and Human Relations Commission.</p>
CITY MANAGER	11.	<p>Consideration of the resignation of John Herron from the Planning Commission.</p> <p>ACTION NEEDED: Send letter of thanks and appreciation to Mr. Herron.</p> <p>ACTION TAKEN: Letter sent 9-7-83.</p>
CITY MANAGER	12.	<p>Consideration of travel policies for elected officials.</p> <p>ACTION NEEDED: Institute policies as amended and approved by the City Council.</p> <p>ACTION TAKEN: Policies instituted; department heads notified.</p>
CITY MANAGER	13.	<p>Discussion with Dwight Gustafson regarding the clean-up of property at 4849 Xenia Avenue.</p> <p>ACTION NEEDED: Continue monitoring work of Gustafsons to clean up.</p> <p>ACTION TAKEN: Monitoring continuing.</p>

<u>DEPARTMENT</u>	<u>ITEM</u>	
CITY CLERK	14.	<p>Discussion of the 1984 City Budget.</p> <p>ACTION NEEDED: Publish notice regarding public hearing to be held September 20, 1983.</p> <p>ACTION TAKEN: Sent for publishing.</p>
CITY CLERK	15.	<p>Licenses.</p> <p>ACTION NEEDED: Issue licenses.</p> <p>ACTION TAKEN: Licenses issued.</p>

NOTICE OF PUBLIC HEARING
TO VACATE A PORTION OF A PUBLIC STREET

CITY OF CRYSTAL, MINNESOTA

NOTICE IS HEREBY GIVEN that the City Council of the City of Crystal, Minnesota, will meet on Tuesday, September 6, 1983, at 7:00 p.m., or as soon thereafter as the matter may be heard, at the Crystal Municipal Building, 4141 Douglas Drive in said City, for the consideration of vacating that portion of Quail Ave. and Vera Cruz Ave. described in detail as follows:

The west 1/2 of Quail Ave. lying south of a line 135.01' south of, and parallel to the south line of Block 5, Murray Lane Eighth Addition and north of the Soo Line Railroad right-of-way, except drainage and utility easement rights over the southerly 50' ~~thereof, and the easterly 20' thereof.~~

Also; the west 30' of that part of the NE 1/4 of Section 9, Township 118, Range 21, lying south of a line 136.01' south of and parallel to the south line of Block 6, Murray Lane Eighth Addition and north of the Soo Line Railroad right-of-way, except drainage and utility easement rights over the southerly 35' thereof.

All persons interested in the vacation of said public street, or in having the City retain the present street as described above, are notified to be present at this hearing and make their statements for or against the vacation of said public street.

DATED: August 16, 1983

BY ORDER OF THE CITY COUNCIL
CITY OF CRYSTAL
DELORES AHMANN, CITY CLERK

(Published in The North Hennepin Post 8/25/83).

M E M O R A N D U M

TO: John T. Irving, City Manager
FROM: Thomas L. Heenan, Supervising Sanitarian *TH*
RE: Animal Pound Contract
DATE: July 22, 1983

The renewal contract from Funk Animal Hospital has been received. He proposes a 10% increase in animal boarding from \$4.00 to \$4.40 per day and an increase in monthly Administrative fees and charges from \$100.00 to \$110.00. This fee increase is the same as the New Hope Contract.

We also have reorganized the contract and placed the fees in an addendum with an annual re-negotiated feature. The Master Contract will be in effect until rescinded.

TLH:jt

Encl.

MASTER AGREEMENT

This Agreement made by and between the City of Crystal, a municipal corporation, (hereinafter called the City) and the Funk Animal Hospital, 7508 Jolly Lane, Brooklyn Park, Minnesota, a sole proprietorship, (hereinafter called Poundkeeper).

For and in consideration of the covenants and agreements herein contained, the parties agree as follows:

1. That the Poundkeeper warrants that it has good and sufficient facilities for the impounding, keeping and care of dogs and cats which may be brought to it by the City.
2. That the Poundkeeper will receive, keep, board and care for all animals entrusted to them by the City.
3. If any dog or cat shall not be reclaimed by the owner within five (5) regular business days, as defined in M.S.A. 35.71, the City shall have no right or interest in such animal and the Poundkeeper may dispose of such animal in a proper and humane manner or in accordance with M.S.A. 35.71, Subd (3). This provision shall also apply to all animals quarantined under Crystal Ordinance 910 that are not reclaimed by the owner within five (5) regular business days after the end of the quarantine period. Animals which may have been impounded for the required five day period may be reclaimed by persons other than the owner upon payment of all fees to the City.
4. The City will impose fees for impounding and boarding said animals, the amount of said fees to be established by Council resolution. The City will not pay the Poundkeeper any impounding fees.
5. The collection of all fees shall be the sole responsibility of the City. During the normal business hours of the City Hall, said fees shall be collected by the City Clerk's Office.
6. The Poundkeeper shall not release any impounded animal until proper proof has been shown that the necessary fees have been paid to the City. For any unlicensed animal brought into the custody of the Poundkeeper, such animal shall not be released until a license for the animal has been obtained by the owner. Nor shall any animal be released until proof of a current rabies shot is shown or until vaccine for rabies has been administered to the animal.
7. The Poundkeeper shall keep the pound open during the normal business hours of the City Hall. Animals may be discharged to the owner directly at hours other than said normal business hours by the city animal control agents.

Page 2

8. The Poundkeeper shall at all times keep accurate records of all animals impounded, boarded and destroyed pursuant to this agreement and shall furnish monthly statements to the City.
9. The Pound shall be open at all reasonable times for inspection by the City through its agents or employees.
10. The Poundkeeper shall be responsible for all damages, harm or illness suffered by the animals under its care and in its custody which may be due to the negligence of the Poundkeeper. Said Poundkeeper shall save the City harmless from any damages, costs, actions or causes of action, or claims made against the City for any harm, losses, damages or expenses on account of bodily injury, sickness, disease, death and property damage resulting from the Poundkeeper's operation.

To accomplish this, the Poundkeeper shall procure and keep in force workers compensation insurance as required by state statute and comprehensive general liability insurance in the amount of not less than \$100,000 and \$300,000 to safeguard and indemnify the City for any of the occurrences aforementioned. Such insurance policy must be filed with the City Clerk, or proof thereof.

11. The Agreement shall be in full force and effect as of the first of July, 1983, except that the fees and charges paid by the City to the Poundkeeper may be re-negotiated on the annual anniversary of the contract. Termination may be accomplished by the Agreement of the parties hereto or by either party upon giving sixty (60) days written notice of its intention to terminate this Agreement.

ADDENDUM - To Be Re-negotiated Annually

FEES AND CHARGES PAYABLE BY THE CITY TO THE POUNDKEEPER

Daily fee for each animal boarded (not to exceed six (6) days on unclaimed animals)	4.40
Humane destruction and disposal of each animal	9.50
Disposal of each already-dead animal carcass	6.00
Administrative fees and charges per month	110.00
Emergency After-hours Veterinary Services supplied by Affiliated Emergency Veterinary Service Hospital -flat rate per animal	45.00

TLH:jt



Northern States Power Company

North Division

4501 68th Avenue North
Brooklyn Center, Minnesota 55429
Telephone (612) 566-9120

September 6, 1983

Mr. John T. Irving
Manager, City of Crystal
4141 Douglas Drive
Crystal, MN 55422

RE: CONVERSION OF NSP OWNED STREET LIGHTS
TO HIGH PRESSURE SODIUM

Earlier this year, NSP initiated a program for conversion of all NSP owned street lights to energy efficient high pressure sodium lamps. NSP developed this program to reduce the number of less efficient street lights on its system, in line with NSP's and the National commitment to energy conservation.

Recent reductions in the cost of high pressure sodium fixtures supplied to NSP, enables us to make the street light conversion program more attractive to you. This cost-reduction has occurred due to a nationwide movement toward the use of this new, efficient light source, resulting in mass production of the high pressure sodium equipment at lower costs.

Correspondingly, NSP, on September 8, is filing with the Minnesota and South Dakota Public Utilities Commissions and the North Dakota Public Service Commission a rate request to lower its rates for high pressure sodium street lights so that they are the same as those now charged for mercury vapor street lighting of equivalent light output. We have also filed with these commissions to eliminate the \$5.00 mercury-to-high pressure conversion charge. The filings also include a request that the mercury street light rate be closed and no longer be offered for new installations.

After we receive the Commissions' approval, NSP will start converting NSP owned mercury, incandescent, and fluorescent street lights to new, energy efficient high pressure sodium at no charge for the conversion.

This means that NSP will now be updating our street lights to modern, more efficient fixtures at no additional cost to you while conserving energy at the same time. The converted lamps will use 33% to 55% less energy and provide 17% to 33% more light output than the lamps they replace, depending on lamp size. In the future, as NSP's costs of producing electric

Honorable Mayor and City Council
September 6, 1983
Page -2-


energy rise, the converted street lights should provide you savings in monthly operating costs compared to the less efficient lighting units we are presently using.

Because of the advantages of high pressure sodium street lighting, NSP plans to convert the NSP owned overhead and custom underground street lights in your city to the nearest equivalent light output high pressure sodium. This will always result in slightly more light on your streets. Because this will be a large conversion program (NSP owns more than 70,000 street lights), and because of the necessity of scheduling this conversion work to match available crew time and minimize costs, NSP may not be able to make the conversion when you request it, and will have to schedule the work over several years. Any mercury street lights that require maintenance during this waiting period will be converted to high pressure sodium at no charge.

Provided the respective Commissions approve NSP's filing, NSP will begin converting NSP owned mercury, incandescent and fluorescent street lights to the high pressure sodium at no charge for the conversion, provided the conversions are made according to NSP's schedule. If conversion is desired prior to NSP's schedule, a one-time charge of \$20. per light will be assessed to cover NSP's additional costs.

Larry Benson, our Staff Assistant, will be contacting the City Manager in the near future to discuss any questions that may arise concerning this program.

NORTHERN STATES POWER COMPANY


William W. Eldridge
General Manager
North Division

September 15, 1983

Honorable Mayor & City Council
City of Crystal, MN

Re: Improvement Needs
Liberty Garment Co.
6105 42nd Ave. North

Dear Councilmembers:

A study was made of the improvement needs as they pertain to the above captioned site.

The items listed below were found to be reasonable and necessary for the orderly development of the City of Crystal and the site, also being in the best interests of the public:

- Construct B618 concrete curb & gutter adjacent to site and repair street.
- Grade boulevards to conform to Crystal standards.
- Construct concrete driveway apron across boulevard.
- Remodel 1 curb opening at driveway and repair street and sidewalk adjacent.
- Close 1 driveway opening in curb and repair street and sidewalk adjacent.
- Construct V6 cast-in-place concrete barrier curb per approved plot plan.
- Construct parking area, cess aisles and drives with a minimum of 6" Class 5 base and 2" bituminous surface.
- Seal coat existing bituminous area to be retained for parking.
- Stripe parking stalls with white paint.
- Erect 1 handicap parking stall sign.
- Construct storm sewer and appurtenances to collect and dispose of all surface water on the site.
- Prepare and submit "as built" utility plans.
- Area lighting shall conform to Section 515.07, Subd. 10, of the Crystal City Code.
- Landscape all open areas.
- Provide all lot irons in place and to grade at the time of final acceptance.

It is recommended that the above work be required as a condition of issuance of a building permit and change of use; that the work be completed prior to issuance of an occupancy permit but not later than June 15, 1984; that the work be unconditionally guaranteed for a period of one year from date of final acceptance of all the work; and that surety in the amount of \$19,500 be required as a guarantee of the faithful performance of the above construction and requirements.

Very truly yours,

Wm. L. Sherburne

William L. Sherburne, P.E.
City Engineer

WLS/mb

cc: John T. Irving, City Manager
Don Peterson, Building Inspector
Richard Locketz, Liberty Garment Co.

Encl.

September 8, 1983

Honorable Mayor & City Council
City of Crystal, MN

Re: Bond Release
Superamerica
7818 36th Ave. North

Dear Councilmembers:

The work required to be performed as a condition of building permit approval for the above captioned development has been completed to conform to the standards of the City of Crystal.

It is recommended that the work be accepted by the City of Crystal subject to the guarantee provisions of the agreement effective this date, and that the bond of Insurance Co. of North America of Pennsylvania No. MNR12-89-35 in the amount of \$9,000 be released, subject to said guarantee.

Very truly yours,



William L. Sherburne, P.E.
City Engineer

WLS/mb

cc: John T. Irving, City Manager
Don Peterson, Building Inspector
Superamerica, Attn: Kenneth J. Olson

September 8, 1983

Honorable Mayor & City Council
City of Crystal, MN

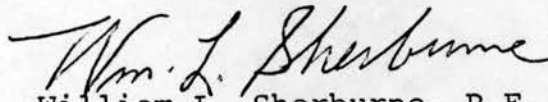
Re: Bond Release
Ground Round
6830 56th Ave. North

Dear Councilmembers:

The work required to be performed as a condition of building permit approval for the above captioned development has been completed to conform to the standards of the City of Crystal.

It is recommended that the work be accepted by the City of Crystal subject to the guarantee provisions of the agreement effective this date, and that the bond of Aetna Insurance Co. of Connecticut No. S79-43-73 in the amount of \$32,000 be released, subject to said guarantee.

Very truly yours,


William L. Sherburne, P.E.
City Engineer

WLS/mb

cc: John T. Irving, City Manager
Don Peterson, Building Inspector
Howard Johnson Co.

September 16, 1983

TO: Crystal City Councilmembers
FROM: John T. Irving, City Manager
RE: 1984 Budget Message

Councilmembers:

In an effort to explain 1984's proposed budget, I would like to call your attention to the memo prepared by Miles Johnson which converts the budget dollar amounts into mills. As you can see, the General Operating Fund has increased, but that increase is just .647 of a mill. That, together with the necessary increases for pension programs for City employees and an increase in the HRA levy, brings the over-all increase in the levy to 1.090 mills. This figure may sound high to some of you but it does reflect an over-all average increase in the departmental budgets of 6.54% which in my opinion, is a very reasonable figure in these times. That is not to say that some departments did not go substantially over that figure and I will attempt to explain why during this discussion.

The proposed budget is approximately \$92,000 under the levy limits provided for by the State Legislature so that, if necessary, we could adjust the budget upward in that amount, but each upward increase would reflect in an increased mill levy.

In an attempt to explain the changes in the departmental budgets, I am going to eliminate those budgets that are in the range of the 6.54% increase in most cases, but in some cases I will be explaining a departmental increase that shows a percentage increase of less than 6.54% because in those cases, there is a substantial increase in dollars and I think those should be explained so the Council is aware of the things that are being proposed.

In the case of Department 10 (Mayor & Council), the increase is 7.8% which reflects a \$4500 increase which is made up by increased dues for A.M.M., Minnesota League, Bassett Creek Flood Control and some increase in Council Conference and Travel account.

Department 13 (Finance) shows a decrease of 13.06%, which amounts to approximately \$13,000. This comes about by the elimination of a position previously held by Peg Snesrud, who a year ago, ran for a council position in Brooklyn Park and was successful, and because of that, resigned her position. We at that time indicated to you that we were not going to immediately fill that vacancy. We were going to try to do the same amount of work with our present employees. That attempt has been successful and we now are eliminating the position previously held by Peg. Later on in Tuesday night's meeting I will be asking for an adjustment in salary for the two (2) people who have taken over the responsibilities that Peg had during her tenure here. I will leave that until Tuesday night.

Department 14 (City Buildings) is up approximately 21% which amounts to \$26,000. This amount is made up by a proposal to put a new ceiling and new lights in the Community Room in the basement of City Hall, and a \$7,000 item for equipment for

Cable TV so that in the future meetings can be filmed for TV. I suspect we will be televising some commission meetings, the Council meetings and maybe Planning Commission meetings in the future. This will provide the equipment necessary to do that.

In the case of Department 15 (Police Department), although it only shows a 4.11% increase, that does amount to \$42,500 and reflects the cost of purchasing eight (8) vehicles. Normally, we replace approximately four (4) each year, but this year, we must replace some of the unmarked cars that are deteriorating rapidly and have not been replaced for a number of years. This will happen from time to time and hasn't happened for three to five years in the past. The increase also includes \$13,500 for a part-time coordinator for an abuse program that we may be instituting with your permission in 1984. You may have read in the paper where the City Manager is going to recommend this program to you. Based on the information I have received from the Police Department, I very strongly recommend it. I will do so, however, at a different time. I only urge you to leave this \$13,500 in the budget so that if you do approve my recommendations prior to the first of the year, we will have the money budgeted to implement the program.

Department 16 (Fire), very likely would be over the 6.54% but we have transferred the amount of \$35,500 for a new piece of equipment to the Revenue Sharing fund, hence, Department 16 will only go up approximately approximately 2%.

Department 18 (Police Reserve-Civil Defense), is increased in the amount of 13.57%. This only amounts to \$4,375. This is the Crystal Police Reserve and includes an increase in motor fuels and new equipment for the car that they normally use in their operations.

Department 20 (Street), is increased in the amount of 6.1%, but that amounts to \$23,000 and does include \$7,600 for additional summer time help. We hope to get some college students to work as laborers for the Street Department. This program has worked successfully in other communities and when they find good employees, they continue to rehire them each year while they are going through college, thereby, getting some part-time employees that have some experience in the work required. It also includes \$8,000 for some street marking in the vicinity of 36th and Highway 100 and an increase of \$9,000 in capital outlay for some machinery equipment above and beyond what was spent last year. On the back of Page 76 you will find a list of those pieces of equipment.

Department 21 (Park), includes approximately a 12% increase which amounts to \$36,600 and includes a \$15,000 item to replace the roof on Twin Oak Park Shelter. There is \$8,100 for some bike racks and bleachers for the parks, \$23,000 for two (2) trucks as replacements to vehicles that are in bad repair and \$11,000 for a ball field groomer so that one person can groom the baseball diamonds where in the past it has taken more people. We hope to save some money by this expenditure.

Department 22 (Weed), shows an increase of 15.34% but that increase only amounts to \$725 and in my opinion, it is not necessary to comment on unless you have some questions about it Tuesday evening.

Department 29 (Elections), is up 43% and that amounts to \$5,025 but that jumps all over the place because some years we don't have elections, some years we have a

partial election, and if any equipment is necessary to buy, it really puts that budget out of wack as far as percentage increases are concerned. This year it is up because there will be a possibility of additional ballot judges.

Department 32 (Non-Departmental), is up approximately 20% and that amounts to \$111,000 or \$112,000. This includes all the non-departmental items in the City and does include the contingency fund that allows for salary adjustments upward. After the salaries are adopted some time in November or December, the money allocated to that will be distributed to other departments and affect the percentage increases in those departments and decrease the percentage increase in this department. Additionally, workman's compensation insurance is expected to go up in the amount of \$10,000 and hospitalization insurance, or at least the City's portion of that, is expected to go up approximately \$7,000. This increase in insurance combined with the increase in the amount of salary contingency fund amounts to \$111,000. The salary contingency fund is up some \$60,000 over last year and does increase because whatever percentage we use from year to year, is based on a higher base. We normally do not use all the salary contingency fund but we do have to have sufficient monies in there in case we are unable to negotiate a settlement with the union representing employees and are stuck with an arbitration award that is above what we estimate. We always have ample money in this contingency fund to take care of those situations. We, of course, do not use it unless it is absolutely necessary and the money remaining in that fund helps to make the next year's budget as prior year's surplus.

Department 34 (Tree Disease), is up 40% and this is our estimate of what we need to provide the same level of subsidization for elm tree disease and oak wilt. You know, I am sure, that the state no longer subsidizes the cities. We hope we can maintain our subsidy with this amount and feel justified in recommending it to you.

As you can see, the over-all increase in expenditures is 6.54% as I mentioned before. This does amount to approximately \$257,000 but I think with today's conditions, this is an acceptable level of increase.

On your spread sheet you will find Thorson School as a separate issue. That is, the increase of 16% amounts to about \$20,000 and provides for a full-time clerk at the facility and the possibility of some additional custodial help. We will not expend this money unless we feel it is absolutely necessary. We don't anticipate it to be a full year but if things should change and we would get a congregate dining facility at Thorson, we very likely would have to put the full-time clerk on immediately. It is my understanding that there are people outside of City staff working on getting a congregate dining operation in the building. If that happens we will welcome it and provide the necessary help.

That should take care of the budget message as I see it at this time. Detailed questions, of course, will be answered Tuesday evening.

I have included two (2) memos I received from Roger Olson; one indicating that the previous estimate of \$129,000,000 assessed valuation is what we should figure the budget on. The most recent figures are \$132,991,913. These numbers were recently received from the County and I think Roger's memo explains what is involved in this estimate and it does come from the County Assessor's office and has not been figured beyond that by our assessing office.

Also, I have asked Roger to give me and you an idea what this increase in mill rate will do to the local taxpayer and in doing so, you have to read Roger's memo very carefully and agree with the assumptions that he has made. I am not certain that No. 3 is completely understandable but what it does mean is that the percentage increase in mill rate for the City in 1984 is 11.73 and these figures assume that the other taxing jurisdictions that affect Crystal's over-all mill rate will increase in the same amount. This may or may not be very likely but assuming those three assumptions Roger has indicated what affect these assumed increases will be on three homes of different value in the City.

I hope this answers some of the questions you may have and if not, we will be ready to answer your additional questions Tuesday.

1983 ASSESSED VALUATION ESTIMATE

AS PER 8-27 CALC. REAL PROP 119,973,580

ESTIMATED PERS. PERS. PROP. 2,400,000

FISCAL DISPARITIES

EST. DISTRIBUTION 15,042,959

" CONTRIBUTION 4,424,626

" F.D. NET GAIN 10,618,333 10,618,333

ESTIMATED ASSESSED VALUE 132,991,913

THIS IS THE LATEST ESTIMATE OF
OUR ASSESSED VALUATION AS OF
SEPT. 14TH, 1983.

FISCAL DISPARITIES FIGURES ARE
ACTUAL FOR CONTRIBUTION AND
PROJECTED FOR DISTRIBUTION.

THESE PROJECTIONS WERE OBTAINED
FROM THE HENN. CTY. ASSESSORS OFFICE
9-14-83.

ROGER M. OLSON
9-14-83

1984 PROPERTY TAX OUTLOOK

ASSUMPTIONS:

- (1) CITY'S PORTION OF TAX 15%
- (2) 1983 ASSESSED VALUATION \$ 132,991,913.00
- (3) INCREASE IN MILL RATE 1984 11.73%

THUS CITY'S PORTION OF TAX INCREASE

\$ 65,000 HOME \$ 6.26 INCREASE

\$ 75,000 HOME \$ 14.72 "

\$ 95,000 HOME \$ 31.76 "

ROGER M. OLSON

9-14-83

SENT WITH PRELIMINARY AGENDA 9/30/83

Notice of Public Hearing for special assessments.

Council minutes of 9/20/83.

3 resolutions re tax increment financing for Nevada Court Condominiums; copy of Housing Dev. Proj. Plan and Tax Increment Financing Plan; letter from John Derus, Hennepin County.

Memo of 9/22 re property at 6218 46th Ave. N.

Annual report and contract re Employee Assistance Program in Crystal.

Memo from Engr. of 9/28 re release of surety for 4710 - 58th Ave. N.

Memo from Engr. of 9/22 re release of surety for 3733 Vera Cruz.

Memo from Engr. of 9/30 re setting surety for Rolling Green of Crystal ~~pld~~. bldg. permit).

Code book additions.

Human RELations Comm. minutes of 9/26.

Letter from Nat'l. League of Cities of 9/22 re General Revenue Sharing (H.R. 2780).

Memo from United Way Co-Chairpersons of 9/27 re 1984 campaign.

Park & Rec. Adv. Comm. agenda for 10/5.

Newsletter.

Bulletin from N.W. Henn. Human Services Council.

SENT WITH AGENDA 10/4/83

Letter of "thank you" and \$100 donation from Knights of Columbus for use of Welcome & Becker Parks for softball tournaments.

Letter from Henn. Cty. Brd. of Commissioners of 9/27/83 re referral to Ways and Means Committee of the Housing Dev. Proj. Plan and Tax Increment Financing Plan for Village Builders for 40 unit condominium (Nevada Court Condominiums).

Agenda for Environmental Comm. mtg. on 10/6/83.

Memo re Council salaries

COUNCIL AGENDA

October 4, 1983

Pursuant to due call and notice thereof, the regular meeting of the Crystal City Council was held on October 4, 1983, at 7:00 P.M., at 4141 Douglas Drive, Crystal, Minnesota. The Secretary of the Council called the roll and the following were present:

Councilmembers

_____ Herbes
_____ Aaker
_____ Bird
abs. Schaaf
_____ Meintsma
_____ Lundgren
_____ Rygg

Staff

✓ _____ Irving
✓ _____ Kennedy
✓ _____ Olson
✓ Amick
✓ _____ Sherburne
✓ BARBER
~~Peterson~~
✓ _____ Wilson
✓ _____ Ahmann

The Mayor led the Council and the audience in the Pledge of Allegiance to the Flag.

H.B. No. 100 MC. - 4206-22
The minutes of the regular Council meeting of September 20, 1983 were approved, with the following exceptions: _____

- ✓ 1. It being 7:00 P.M., or as soon thereafter as the matter could be heard, Mayor Meintsma declared this was the time and date as advertised for the public hearing, at which time the City Council would sit as a Board of Adjustments and Appeals, to consider a request from David Nelson for a variance to expand a non-conforming use (said non-conformity being the existing house encroaches 4' in the required 25' side street side yard setback) to allow the construction of a 20'x22' attached garage at 5800 Quail Avenue North. The Mayor asked those present to voice their opinions or ask questions concerning the variance. Those present and heard were:

Moved by Councilmember HF and seconded by Councilmember B to grant authorization, pursuant to Section 515.55 of the Crystal City Code, to vary or modify the strict application of Section 515.05, Subd. 2) for a variance of 4' in the required 25' side street side yard setback to allow the construction of a 20'x22' attached garage at 5800 Quail Avenue North, Lot 5, Block 2, Larson's Twin Lake Park Addition, as requested in Variance Application #83-79T by David Nelson. Motion Carried.

Moved by Councilmember _____ and seconded by Councilmember _____ to (deny) (continue until _____ the discussion of) Variance Application #83-79T to allow the construction of an attached garage at 5800 Quail Avenue North. Motion Carried.

October 4, 1983

- ✓ 2. It being 7:00 P.M., or as soon thereafter as the matter could be heard, Mayor Meintsma declared this was the time and date as advertised for the public hearing to consider special assessments for sealcoat, sealcoat alley, diseased tree removal, delinquent weed cutting, sewer and water utility charges and street lighting. The Mayor asked those present to voice their opinions or ask questions concerning the assessments. Those present and heard were:

present and heard were:
 Bob ¹⁹⁵⁷ 3528 Lee - 35th rough fr. w E 13528 - 100 yds
 Art Ottman? 2802 Idaho - w E 17 - 1 Cr. is 10.
 > Kyle 1 - 10 - 10
 Stone Price 3327 Adair
 Mr. Borgie 3333 Adair - 200 ft (100 ft) - Junkers - Basal work
 Mr. Morris 3533 Regent - stones
 King? 36th Ave. - 100 ft
 6710-36th

Moved by Councilmember A and seconded by Councilmember Ryz to adopt the following resolution, the reading of which was dispensed with by unanimous consent:

RESOLUTION NO. 83-52

RESOLUTION CONFIRMING ASSESSMENTS FOR IMPROVEMENTS INCLUDING
SEALCOAT STREET AND ALLEY; DISEASED TREE REMOVAL 1984;
DELINQUENT WEED CUTTING; DELINQUENT SEWER & WATER UTILITY
CHARGES; AND STREET LIGHTING 1984

By roll call and voting aye: _____, _____, _____, _____, _____, _____, _____; voting
no: _____, _____, _____, _____; absent, not voting: _____, _____, _____.
Motion Carried.

Moved by Councilmember _____ and seconded by Councilmember _____ to (disapprove) (continue until _____ the discussion of) special assessments for sealcoat, sealcoat alley, diseased tree removal, delinquent weed cutting, sewer and water utility charges and street lighting. Motion Carried.

3. It being 7:00 P.M., or as soon thereafter as the matter could be heard, Mayor Meintsma declared this was the time and date as advertised for the public hearing to consider tax increment financing for Nevada Court Condominiums located at 32nd ^{Valley Place} and Nevada Avenue North. The Mayor asked those present to voice their opinions or ask questions concerning the tax increment financing. Those present and heard were:

Jack + Ed Kauffmann C/O
Boulette Magnuson 3159 Jersey (S.C.)
Sharon Barber - H.R.A.
Mr. ~~Ed~~ 7315-33rd Ave N.
Nick Jarlais

Va. ~~State~~ 7123-33rd Ave N.
Rennie Magnuson - 3159 Jersey
Miles Johnson - Finance Director

Don Berdels 3225 mds.

✓ A. Moved by Councilmember A and seconded by Councilmember B to adopt the following resolution, the reading of which was dispensed with by unanimous consent:

RESOLUTION NO. 83

RESOLUTION ESTABLISHING A TAX INCREMENT FINANCING
 HOUSING DISTRICT PURSUANT TO MINNESOTA STATUTES,
 SECTIONS 273.71 TO 273.78 INCLUSIVE, AND
 ADOPTING A FINANCE PLAN FOR SAID TAX INCREMENT
 FINANCING DISTRICT

By roll call and voting aye: A, B, Ry, _____, _____, _____; voting
 no: H, Lu, Me, _____; absent, not voting: _____, _____, _____.
44 Motion Carried.

Moved by Councilmember _____ and seconded by Councilmember _____ to
 (disapprove) (continue until _____ the discussion of) establishing a
 tax increment financing housing district for the Nevada Court Condominiums located
 at 32nd and Nevada Avenue North. Motion Carried.

- B. Moved by Councilmember _____ and seconded by Councilmember _____ to adopt the following resolution, the reading of which was dispensed with by unanimous consent:

RESOLUTION NO. 83-

A RESOLUTION DESIGNATING THE CRYSTAL HOUSING AND REDEVELOPMENT
 PROJECT PURSUANT TO THE PROVISIONS OF MINNESOTA
 STATUTES, SECTION 462.411 ET SEQ. AND
 APPROVAL OF THE CRYSTAL HOUSING AND REDEVELOPMENT
 AUTHORITY HOUSING DEVELOPMENT PLAN

By roll call and voting aye: _____, _____, _____, _____, _____; voting
 no: _____, _____, _____; absent, not voting: _____, _____, _____.
 Motion Carried.

Moved by Councilmember _____ and seconded by Councilmember _____ to
 (disapprove) (continue until _____ the discussion of) designation of
 Crystal Housing and Redevelopment Housing Project and the Crystal Housing and
 Redevelopment Plan. Motion Carried.

3. (continued)

- C. Moved by Councilmember _____ and seconded by Councilmember _____ to adopt the following resolution, the reading of which was dispensed with by unanimous consent:

RESOLUTION NO. 83-

RESOLUTION REQUESTING THE COUNTY AUDITOR TO
CERTIFY THE ORIGINAL ASSESSED VALUE OF THE
REAL PROPERTY WITHIN THE BOUNDARY OF
THE CRYSTAL HOUSING AND REDEVELOPMENT AUTHORITY
TAX INCREMENT FINANCING HOUSING DISTRICT

By roll call and voting aye: _____, _____, _____, _____, _____, _____, _____; voting
no: _____, _____, _____, _____; absent, not voting: _____, _____, _____.

Motion Carried.

Moved by Councilmember _____ and seconded by Councilmember _____ to
(disapprove) (continue until _____ the discussion of) requesting
County Auditor to certify original assessed value of the property within the boundary
of the Crystal Housing and Redevelopment Authority Tax Increment Financing Housing
District. Motion Carried.

- ✓ 4. The City Council considered a request from Donald Gayken for a variance to expand a
non-conforming use (said non-conformity being existing dwelling encroaches 15.8' in the
required 40' rear yard setback) to build a 12'x12' deck with a hot tub at 6218 - 46th
Avenue North. (Public hearing held at September 20, 1983, Council meeting).

Donald Gayken ✓

Moved by Councilmember ^{7F} *Lu* and seconded by Councilmember *Lu* to grant
authorization, pursuant to section 515.55 of the Crystal City Code, to vary or modify
the strict application of Section 515.05, Subd. 2) for a variance of 15.8' in the required
40' rear yard setback to allow the construction of a 12'x12' deck with a hot tub at
6218 - 46th Avenue North, (legal description), as requested in Variance Application
#83-77A by Donald Gayken. Motion Carried.

Moved by Councilmember _____ and seconded by Councilmember _____ to (deny)
(continue until _____ the discussion of) Variance Application #83-
77A to allow the construction of a 12'x12' deck with a hot tub at 6218 - 46th Avenue
North. Motion Carried.

- ✓ 5. The City Council considered a request from Nordquist Sign for a variance of 10' in the required ground clearance from bottom of sign for a property identification sign at 7600 - 32nd Avenue North.

Seven Hirtz - Nordquist & ?

Moved by Councilmember _____ and seconded by Councilmember _____ to grant authorization, pursuant to Section 406.30 of the Crystal City Code, to vary or modify the strict application of Section 406.17, Subd. 2) d to allow a variance of 10' in the required 10' ground clearance from the bottom of sign for a property identification sign at 7600 - 32nd Avenue North as requested in Sign Application #S83-5 by Nordquist Sign Company. Motion Carried.

Moved by Councilmember _____ and seconded by Councilmember _____ to (deny) (continue until _____ the discussion of) Sign Variance #S83-5 for a sign at 7600 - 32nd Avenue North. Motion Carried.

6. The City Council considered a contract with Cromer Management, Inc., for the administration of the Employee Assistance Program in the City of Crystal.

Moved by Councilmember _____ and seconded by Councilmember _____ to adopt the following resolution, the reading of which was dispensed with by unanimous consent:

RESOLUTION NO. 83-

RESOLUTION RELATING TO A CONTRACT WITH
CROMER MANAGEMENT, INCORPORATED

By roll call and voting aye: _____, _____, _____, _____, _____, _____, _____; voting no: _____, _____, _____, _____; absent, not voting: _____, _____, _____. Motion Carried.

Moved by Councilmember _____ and seconded by Councilmember _____ to (disapprove) (continue until _____ the discussion of) a contract with Cromer Management, Inc. for administration of the Employee Assistance Program. Motion Carried.

7. The City Council considered release of surety in the amount of \$15,000 for work done as part of an agreement with Twin Lake North Condominiums, 4710 - 58th Avenue North.

Moved by Councilmember _____ and seconded by Councilmember _____ to accept the work required as a condition of building permit approval for the Twin Lake North Condominiums, 4710 - 58th Avenue North, subject to guaranty provisions of the agreement of this date, and that the bond of St. Paul Fire and Marine Insurance Company #400FD1916 in the amount of \$15,000 be released, subject to said guaranty, as recommended by the City Engineer. Motion Carried.

8. The City Council considered release of surety in the amount of \$44,000 for work performed by Trinity Covenant Church at 3733 Vera Cruz Avenue North.

Moved by Councilmember _____ and seconded by Councilmember _____ to accept the work required as a condition of building permit approval for the Trinity Covenant Church at 3733 Vera Cruz Avenue North, subject to guaranty provisions of the agreement of this date, and that the letter of credit of First Robbinsdale State Bank #81-73 in the amount of \$44,000 be released, subject to said guaranty, as recommended by the City Engineer. Motion Carried.

9. The City Council considered accepting surety in the amount of \$19,500 from Liberty Garment Company for work to be performed at 6105 - 42nd Avenue North.

- A. Moved by Councilmember _____ and seconded by Councilmember _____ to accept surety in the amount of \$19,500 from Liberty Garment Company as a guarantee of faithful performance of certain work requirements as condition of issuance of a building permit for improvements at 6105 - 42nd Avenue North. Motion Carried.

- B. Moved by Councilmember _____ and seconded by Councilmember _____ to enter into agreement with Liberty Garment Company for the purpose of guaranteeing faithful performance for certain work requirements as a condition of issuance of a building permit for improvements at 6105 - 42nd Avenue North and, further, to authorize the Mayor and City Manager to sign such agreement. Motion Carried.

10. The City Council considered accepting surety in the amount of \$21,000 from Octopus Car Wash, Inc., entering into agreement, and issuing building permit for constructing additions and a canopy at 5301 Douglas Drive.

A. Moved by Councilmember Ry and seconded by Councilmember B to accept surety in the amount of \$21,000 from Octopus Car Wash, Inc., as a guarantee of faithful performance of certain work requirements as a condition of issuance of a building permit for improvements at 5301 Douglas Drive. Motion Carried.

B. Moved by Councilmember A and seconded by Councilmember H to enter into agreement with Octopus Car Wash, Inc., for the purpose of guaranteeing faithful performance for certain work requirements as a condition of issuance of a building permit for improvements at 5301 Douglas Drive and, further, to authorize the Mayor and City Manager to sign such agreement. Motion Carried.

C. Moved by Councilmember B and seconded by Councilmember Ry to (approve, as recommended by the Planning Commission) (deny) (continue until the discussion of) authorization to issue Building Permit #5126 for constructing additions and a canopy at 5301 Douglas Drive, subject to standard procedure, as recommended by the Planning Commission. Motion Carried.

11. The City Council considered setting surety in the amount of \$334,000 for Rolling Green of Crystal as a part of ~~building permit~~ ^{plat} approval.

Moved by Councilmember Lu and seconded by Councilmember H to set surety in the amount of \$334,000 as a guarantee of faithful performance of certain work requirements as a condition of ~~building permit~~ ^{plat} approval for Rolling Green of Crystal, as recommended by the City Engineer. Motion Carried.

O H A Lu Ry me — B, -
- B

12. The City Council considered setting a date for a public hearing to consider a variance of 2' in the required 40' rear yard setback for an addition at 6521 Brentwood Avenue North, as requested by Gerald Belmore.

Moved by Councilmember A and seconded by Councilmember H to set 7:00 P.M., or as soon thereafter as the matter could be heard, October 18, 1983, as the time and date for a public hearing, at which time the City Council will sit as a Board of Adjustments and Appeals, to consider a request from Gerald Belmore for a variance to build an addition at 6521 Brentwood.

Motion Carried.

13. The City Council considered setting a date for a public hearing to consider a variance of 6' in the required 30' side street side yard setback for an addition at 3949 Georgia Ave. N., as requested by Kenneth and Mary Welton.

Moved by Councilmember B and seconded by Councilmember A to set 7:00 P.M., or as soon thereafter as the matter could be heard, October 18, 1983, as the time and date for a public hearing, at which time the City Council will sit as a Board of Adjustments and Appeals, to consider a request from Kenneth and Mary Welton for a variance to build an addition at 3949 Georgia Ave. N.

Motion Carried.

27) 63

6490

4A- 5200=6490

4200/5200) 6500 - 441

4A 50/ 2000 - 441

123 (e-b)

HRA - 6 -
2000

Moved by Councilmember H and seconded by Councilmember A to approve the list of license applications. Motion Carried.

Moved by Councilmember A and seconded by Councilmember H to adjourn the meeting. Motion Carried.

APPLICATION FOR LICENSE

October 4, 1983

SIGN HANGERS - (\$66.00)

Daniel Signs
Nordquist Sign Company, Inc.

PLUMBING - (\$30.25)

Seitz Brothers, Inc.
Blaine Plumbing & Htg.

CHRISTMAS TREE LOT - (\$30.25)

Willis Almendinger dba PQT Company
Tree Lot located at 6918 56th Ave. N.

September 30, 1983

Dear Councilmembers:

Tuesday night's meeting seems not to have any items which we could put into a consent agenda. It appears to us that most items need to be individually discussed. That may sound like that would lead to a long meeting, but, at least at this writing, we only have about eleven items on the agenda, and only a couple of them would appear to have great controversy.

Keep in mind that this preliminary agenda is being written on Thursday afternoon, rather than the normal Friday. I am doing so because my schedule for tomorrow seems to be tight enough so that I might not have time to get this agenda out. If additional items crop up by tomorrow and they are necessary for action at this meeting, we will add them to the agenda.

The meeting should go somewhat as follows:

The minutes of the regular meeting of September 20, 1983, are enclosed for your review.

ITEM

SUPPORTING DATA

- | | |
|---|-----------------|
| 1. Public Hearing to consider a request from David Nelson for a variance to expand a non-conforming use (said non-conformity being the existing house encroaches 4' in the required 25' side street side yard setback) to allow the construction of a 20'x22' attached garage at 5800 Quail Ave. N. | None. |
| 2. Public Hearing to consider special assessments for sealcoat, sealcoat alley, diseased tree removal, delinquent weed cutting, sewer and water utility charges and street lighting. | Copy of notice. |

Please find enclosed a copy of the notice of assessment hearing that went to each parcel. Bill informs me that his department and the assessing department have had the normal number of calls. Most of them have just asked legitimate questions, but as always, you must expect a group of people in to discuss the project with you. We would be surprised if there were a great number of people appearing.

3. Public Hearing to consider tax increment financing for Nevada Court Condominiums located at 32nd and Nevada Ave. N.

Copy of 3 resolutions; copy of Housing Development Project Plan and Tax Increment Financing Plan. *Letter from Hann. County.*

This is a public hearing you established regarding the Nevada Court Condominiums. We have enclosed a copy of the Housing Development Project Plan and Tax Increment Financing Plan which you received previously.

Also, if you approve, there are three resolutions enclosed you must pass. These are all prepared by Holmes & Graven for our use. You may wish to drive by the property. A set of garages are in the process of being built and one 4-plex is also being built at this time. It is my understanding that they have started the sewer and water project, at least that part that is in the street right-of-way. I have been told that it goes all the way to the rear of the property, but I am not certain of that at this time. I suggest if you have the time, you drive by so you have an idea what is being built.

4. Consideration of a request from Donald Gayken for a variance to expand a non-conforming use (said non-conformity being existing dwelling encroaches 15.8' in the required 40' rear yard setback) to build a 12'x12' deck with a hot tub at 6218 - 46th Ave. N.

Copy of memo dated 9/22/83.

You may recall that Don Peterson asked that this request for a variance be continued until this meeting so that he would have an opportunity to review some of the complaints that he received from a person living at that address. I believe Don's memo answers those questions that he had and it would be my guess that you could act in whichever manner you wished Tuesday evening.

5. Consideration of a request from Nordquist Sign for a variance of 10' in the required ground clearance from bottom of sign for a property identification sign at 7600 - 32nd Ave. N.

None.

Detailed information on this variance request will be available Tuesday evening.

6. Consideration of a contract with Cromer Management, Inc., for the administration of the Employee Assistance Program in the City of Crystal.

Copy of annual report and contract.

We have enclosed a copy of the employee assistance program contract and a report for a period beginning 9/1/82 and

6. (Continued)

ending 8/31/83. As you will note, only one percent of the employees availed themselves of this service and that is not a very large proportion, but I suggest we try it again for another year. It is not expensive and can be a great help to employees at a time when they are looking for all the support and help they can gather. It would be my recommendation we continue it again for another year. Any detailed questions can be answered by Charlie Wilson Tuesday evening.

7. Consideration of release of surety in the amount of \$15,000 for work done as part of an agreement with Twin Lake North Condominiums, 4710 -- 58th Ave. N. Copy of letter from City Engineer dated 9/28/83.
8. Consideration of release of surety in the amount of \$44,000 for work performed by Trinity Covenant Church at 3733 Vera Cruz Ave. N. Copy of letter from City Engineer dated 9/22/83.
9. Consideration of accepting surety in the amount of \$19,500 from Liberty Garment Co. for work to be performed at 6105 - 42nd Ave. N. None.

We do have the surety in hand and Liberty Garment has signed the agreement. There will be two actions on the agenda--one covering accepting the surety, and the other, authorizing the Mayor and City Manager to sign the agreement.

10. Consideration of accepting surety in the amount of \$21,000 from Octopus Car Wash, Inc., entering into agreement, and issuing building permit for constructing additions and a canopy at 5301 Douglas Drive. None.
11. Consideration of setting surety in the amount of \$334,000 for Rolling Green of Crystal as a part of building permit approval. Memo from City Engineer of 9/30/83.

That should take care of the meeting as we see it at this writing. As I indicated before, if something comes up between now and Friday afternoon, we'll add it to this.

We have enclosed some informational items for you:

1. Code book additions.
2. Human Relations Commission minutes of 9/26/83.

3. Letter from National League of Cities of September 22 re General Revenue Sharing (H.R. 2780)..
4. Memo from United Way Co-Chairpersons of September 27 re 1984 campaign.
5. Park & Recreation Advisory Commission agenda for Oct. 5 meeting.
6. Newsletter.

I call your attention to #3 of the Informational Items and if you want me or the Mayor to send a message to the President, I think some direction should be given Tuesday evening.

Have a nice weekend!

J A C K

da
enc.

P.S. Enclosed is a bulletin we received from Northwest Hennepin Human Services Council for your information. Some of the Councilmembers were at the public hearing at the Brooklyn Center Library and received copies of their own. I thought you might like to refer to this survey. It has a lot of interesting information in it. There is no action necessary, so read it in your spare time.

APPLICATION FOR LICENSE

October 4, 1983

SIGN HANGERS - (\$66.00)

Daniel Signs
Nordquist Sign Company, Inc.

PLUMBING - (\$30.25)

Seitz Brothers, Inc.
Blaine Plbg & Htg.

CHRISTMAS TREE LOT - (\$30.25)

Willis Almendinger dba PQT Company
Tree Lot located at 6918 56th Ave. N.

DUE DATE: NOON, WEDNESDAY
SEPTEMBER 28, 1983

MEMO TO: John T. Irving, City Manager
FROM: John A. Olson, Assistant City Manager

ACTION NEEDED MEMO: From the September 20, 1983, Council Meeting

The items listed below are the actions requested by the City Council at their regular Council meeting of September 20, 1983. These items should be taken care of by noon, Wednesday, preceding the next regularly scheduled Council meeting and returned to the Assistant City Manager for his review.

CONSENT AGENDA

<u>DEPARTMENT</u>	<u>ITEM</u>	
ASST. CITY MGR.	1.	Set public hearing to consider a request for a variance at 5800 Quail Avenue North. ACTION NEEDED: Place item on October 4, 1983 Council Agenda. ACTION TAKEN: Item placed on October 4, 1983 Council Agenda.
BLDG. DEPT.		ACTION NEEDED: Notify affected property owner. ACTION TAKEN: Property owner notified.
CITY ENGINEER	2.	Set surety in the amount of \$19,500 as a condition of building permit approval for 6105 - 42nd Avenue North. ACTION NEEDED: Notify applicant of surety. ACTION TAKEN: Letter sent 9-15-83.

REGULAR AGENDA

BLDG. DEPT.	1.	Public hearing to consider request for a variance to build a 12'x12' deck and hot tub at 6218 - 46th Avenue North. ACTION NEEDED: Review useage of building to determine whether it is being used for rental property. ACTION TAKEN: Inspection done; orders issued to take care of housing violations. Homeowner was present.
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<u>DEPARTMENT</u>	<u>ITEM</u>	
BLDG. DEPT.	2.	Public hearing to consider a request for a variance at 5757 Quail Avenue North to build a 16'x22' detached garage. ACTION NEEDED: Notify applicant of Council approval. ACTION TAKEN: Homeowner present at Council meeting.
CITY ENGINEER	3.	Public hearing to consider tentative approval of proposed plat Rolling Green of Crystal. ACTION NEEDED: Notify applicant of Council approval. ACTION TAKEN: Applicant present at meeting.
CITY ENGINEER	4.	Consideration of Second Reading of an ordinance vacating a portion of Quail Avenue North and a portion of Vera Cruz Avenue North, both south of 53rd Avenue. ACTION NEEDED: Notify applicant of Council approval. ACTION TAKEN: Applicant present at meeting.
CITY CLERK		ACTION NEEDED: Publish ordinance. ACTION TAKEN: Ordinance sent for publishing.
CITY MANAGER	5.	Public hearing to discuss the 1984 City of Crystal Budget. ACTION NEEDED: Place following items into the General Fund Budget: 1. Fire Utility Vehicle - \$35,500 2. Data Processing Study - \$18,000 ACTION TAKEN: Items placed into 1984 Budget.
CITY CLERK		ACTION NEEDED: Certify budget to Hennepin County for levying of taxes. ACTION TAKEN: Budget certified to Hennepin County.

<u>DEPARTMENT</u>	<u>ITEM</u>	
ASST. CITY MGR.	6.	Consideration of rezoning property at 3504-3516 Douglas Drive from R-1 to R-4. ACTION NEEDED: Place Second Reading on October 4, 1983 Council Agenda. ACTION TAKEN: Second Reading placed on October 4, 1983 Council Agenda.
CITY ENGINEER	7.	Consideration of a conditional use permit for the Olivet Baptist Church to allow a church in an R-1 district at 3415 Louisiana Avenue North (Crystal Heights School). ACTION NEEDED: Notify applicant of Council approval. ACTION TAKEN: Applicant present at meeting.
BLDG. DEPT.	8.	Consideration of a sign permit for North Hennepin Montessori School at 6700 - 46th Place North. ACTION NEEDED: Notify applicant of Council approval. ACTION TAKEN: Permit issued.
ADMIN. ASST.	9.	Consideration of a request from the Environmental Commission for cable television program. ACTION NEEDED: Notify Commission of Council approval. ACTION TAKEN: Commission notified of Council approval.
ADMIN. ASST.	10.	Consideration of a lease for space at Thorson Community Center for Northwest Hennepin Human Services Council for the Energy Assistance Program. ACTION NEEDED: Notify tenant of Council approval. ACTION TAKEN: Tenant notified of Council approval.
CITY ENGINEER	11.	Release of surety in the amount of \$9,000 for Superamerica at 7818 - 36th Avenue North. ACTION NEEDED: Notify applicant of Council approval. ACTION TAKEN: Applicant notified.

<u>DEPARTMENT</u>	<u>ITEM</u>	
CITY ENGINEER	12.	Consideration of release of surety in the amount of \$32,000 for work related to the building permit approval for the Ground Round located at 6830 - 56th Avenue North. ACTION NEEDED: Notify applicant of Council approval. ACTION TAKEN: Applicant notified.
CITY MANAGER	13.	Consideration of a new contract for animal services with Funk Animal Hospital. ACTION NEEDED: Forward contract to Funk Animal Hospital for signatures necessary and implementation. ACTION TAKEN: Contract forwarded to Funk Animal Hospital for signatures.
CITY ENGINEER	14.	Consideration of a recommendation from the Long-Range Planning Commission to hire an engineering consultant for evaluation inventory of the City streets. ACTION NEEDED: Begin process to select consultant. ACTION TAKEN: Preparing specifications.
FINANCE DEPT.	15.	Consideration of adjustment of employees' salaries. ACTION NEEDED: Adjust salaries of two (2) finance clerks in the amount of \$100 a month for the additional duties assigned to them. ACTION TAKEN: Salaries adjusted effective 9-1-83.
BLDG. DEPT.	16.	Consideration of extending the variances for Nicklow's for construction. ACTION NEEDED: Notify applicant of Council approval. ACTION TAKEN: Applicant notified.
ASST. CITY MGR.	17.	The design and purchase of plaque commemorating 20 years of service of City Manager to be placed in the City Hall. ACTION NEEDED: Proceed with design and purchase of plaque. ACTION TAKEN: In process.

DEPARTMENT

ITEM

CITY CLERK

18.

Licenses.

ACTION NEEDED: Issue licenses.

ACTION TAKEN: Licenses issued.

CITY OF CRYSTAL
NOTICE OF ASSESSMENT HEARING
October 4, 1983

Notice is hereby given that the City Council of the City of Crystal, Minnesota, will meet in the Council Chambers at the Crystal City Hall, 4141 Douglas Drive, on Tuesday, October 4, 1983, at 7:00 P.M., or as soon thereafter as the matter can be heard, to consider the assessments to be levied against the abutting properties, or those properties benefited by the following improvements:

SEALCOAT IMPROVEMENT NO. 6384 (63-B)

Adair Ave.	- 32nd Ave. to 34th Ave.
Aquila Ave.	- 32nd Ave. to south City limits
Brookridge Ave.	- 27th Ave. to 29th Ave.
Brunswick Ave.	- 32nd Ave. to 36th Ave.
Edgewood Ave.	- 300' south of 32nd Ave. to 34th Ave.
Florida Ave.	- 27th Ave. to 30th Ave.
Florida Ave.	- 34th Ave. to 36th Ave.
Georgia Ave.	- 29th Ave. to 30th Ave.
Georgia Ave.	- 31st Ave. to 32nd Ave.
Hampshire Ave.	- 27th Ave. to 36th Ave.
Hill Place	- Hampshire Ave. to Louisiana Ave.
Idaho Ave.	- 27th Ave. to 32nd Ave.
Idaho Ave.	- 35th Ave. to 36th Ave.
Jersey Ave.	- 27th Ave. to 30th Ave.
Jersey Ave.	- 34th Ave. to 36th Ave.
Kyle Ave.	- 34th Ave. to 36th Ave.
Lee Ave.	- 34th Ave. to 36th Ave.
Louisiana Ave.	- 32nd Ave. to 35th Ave.
Major Ave.	- 34th Ave. to 36th Ave.
Orchard Ave.	- 34th Ave. to 36th Ave.
Perry Ave.	- 34th Ave. to 36th Ave.
Quail Ave.	- 34th Ave. to 36th Ave.
Regent Ave.	- 34th Ave. to 36th Ave.
Valley Place	- Jersey Ave. to Nevada Ave.
Virginia Ave.	- 30th Ave. to Northern Drive
Welcome Ave.	- 1100' south of 32nd Ave. to 36th Ave.
Wisconsin Ave.	- 30th Ave. to Northern Drive
Xenia Ave.	- 32nd Ave. to 36th Ave.
Yates Ave.	- 32nd Ave. to 36th Ave.
Zane Ave.	- 27th Ave. to 29th Place
27th Ave.	- Brookridge Ave. to Zane Ave.
29th Ave.	- Florida Ave. to Hampshire Ave.
30th Ave.	- Winnetka Ave. to Yukon Ave.
31st Ave.	- Aquila Ave. to Yukon Ave.
31st Ave.	- Douglas Drive to Florida Ave.
32nd Place	- Xylon Ave. to west City limits
34th Ave.	- Hampshire Ave. to Louisiana Ave.
34th Ave.	- Kyle Ave. to Regent Ave.
34th Ave.	- Brunswick Ave. to Douglas Drive
34th Place	- Highway #100 to 35th Ave.
35th Ave.	- Hampshire Ave. to Louisiana Ave.
35th Ave.	- 180' east of Kyle Ave. to Highway #100
35th Place	- Jersey Ave. to Louisiana Ave.
36th Ave.	- Xenia Ave. to Louisiana Ave.
36th Ave.	- June Ave. to Regent Ave.

COST PER FOOT:

Streets:	\$2.14
Alleys:	\$1.43

SEALCOAT ALLEY IMPROVEMENT NO. 6384 (63-B)

35th Ave. to 36th Ave. - between June Ave. and Kyle Ave.
34th Ave. to 36th Ave. - between Kyle Ave. and Lee Ave.
34th Ave. to 36th Ave. - between Lee Ave. and Major Ave.
34th Ave. to 36th Ave. - between Major Ave. and Noble Ave.

DISEASED TREE REMOVAL 1984

3513 Lee Ave. No. - P.I.D.#07-029-24-12-0062

All delinquent sanitary sewer, water, street lighting and weed cutting charges will be assessed directly against the property that received the service. The entire amount assessed against any parcel of land for the sanitary sewer, water, street lighting or weed cutting charge will be payable in one installment and only with the general taxes for the year 1983, collectible with such taxes during the year 1984, if they are not prepaid by September 16, 1983.

The entire amount levied against any parcel of land will be payable, unless prepaid, in equal installments as designated for each improvement below:

Sealcoat #6384	2 years
Sealcoat Alley #6384	2 years
Diseased Tree Removal 1984 . .	5 years
Delinquent Weed Cutting 1984 .	1 year
Delinquent Sewer & Water	
Utility Charges and	
Street Lighting 1984	1 year

For a period of thirty (30) days after the date of the resolution levying said assessment, the entire amount of the assessment against any parcel of land can be paid without interest. After that date, the entire balance of the assessment may be paid by November 15 of any year, with interest for the year in which payment is made. The first installment will be payable with interest at the rate of seven and one-half percent (7½%) per annum on the entire assessment from the date of the resolution levying said assessment to December 31, 1984, and each subsequent installment shall be paid with one (1) year's interest at said rate on all unpaid installments.

The proposed assessment roll is now on file in the office of the City Clerk and open to inspection by all parties interested.

Written or oral objections will be considered at the Hearing. An owner may appeal an assessment to District Court pursuant to Minnesota Statutes Section 429.081 by serving notice of the appeal upon the Mayor or City Clerk within 30 days after the adoption of the assessment and filing such notice with the District Court within 10 days after service upon the Mayor or City Clerk. No such appeal as to the amount of an assessment on a specific parcel of land may be made unless the owner has either filed a signed written objection to that assessment with the City Clerk prior to the Hearing or has presented the written objection to the presiding officer at the Hearing.

By Order of the City Council
Delores Ahmann, City Clerk

(Published in The North Hennepin Post September 15, 1983.)

Employer City of Crystal



CROMER MANAGEMENT, INC.

Suite 203, 301 West Burnsville Parkway
Burnsville, MN 55337
(612) 890-9653

Employee Assistance Program Report

For the period 9-1-82 to 8-31-83
(Contract expiration date 8-31-83)

Utilization

99 Total employees covered
1 Number of EAP clients
1% Annualized utilization

Client Classification

Management/Supervisor
Union/Non-union Employee
Spouse/Dependent/other

Male	Female
	<u>1</u>

Referral Source

1 Self
Spouse/Dependent
Co-worker
Supervisor

No Referrals

Resolved by EAP counselor
Refused referral
Client failed appointment

Referrals

Inpatient
1 Outpatient
AA/Alanon
Self-help
Legal
Financial
Other

Problems

Alcohol/drug (dependency)
Alcohol/drug (abuse, misuse)
Sexuality
Relationship
Divorce/separation
Incest
Child abuse
Battered woman
1 Adolescent
Financial
Legal
Health
Career
Personal/emotional
Job
Parenting
Grief & loss
Aging
Stress
Other

STATEMENT OF AGREEMENT
BETWEEN
CROMER MANAGEMENT, INC.
AND
CITY OF CRYSTAL

This agreement is for the period September 1, 1983 to August 31, 1984. In this agreement the term EMPLOYER refers to City of Crystal and CMI refers to Cromer Management, Inc.

1. SERVICES. Metropolitan Clinic of Counseling (MCC), an affiliated company of Cromer Management, Inc., has agreed to provide diagnostic services (problem assessment and initial counseling) and referral services (motivational counseling, referral to competent care and follow-up) to all employees of the EMPLOYER, to the employee's dependents and household members.
2. SERVICE AVAILABILITY. Diagnostic and referral services will be available from any of Metropolitan Clinic of Counseling's four office locations in the Minneapolis-St. Paul metropolitan area. Emergency and after-hours calls will be responded to by a professional staff member on a 24-hour daily basis.
3. ADDITIONAL SERVICES. CMI agrees to provide for all eligible employees an individual orientation brochure explaining the services. CMI agrees to periodically provide to the EMPLOYER brochures aimed at maintaining employee awareness. CMI agrees to periodically provide to the EMPLOYER a statistical report regarding utilization of the services.
4. EMPLOYER RESPONSIBILITIES. To assure adequate acceptability and utilization of these diagnostic and referral services, the EMPLOYER agrees to participate in program exposure and employee education of the services available. Mailings to employees shall be the expense of the EMPLOYER. The EMPLOYER agrees to provide a list of names of employees covered under this program, said list shall be updated quarterly. The EMPLOYER agrees to provide CMI with a copy of its current hospitalization and health insurance policies which are relevant.
5. FEE. The base retainer fee for the agreement period is \$693. The base retainer fee is based upon the per employee rate of \$7.00+++ for 99 employees. The base retainer fee will cover all diagnostic and referral services up to a 3.00% annual utilization.

The utilization fee will be billed for each one percent or portion thereof increase in the utilization above that covered in the base retainer fee, in accordance with the following retainer schedule:

Base Retainer Fee: (3.00% usage)	\$7.00/employee = \$693.00
Utilization Fee:	
3.01 - 4.00%	\$9.33/employee = \$923.67
4.01 - 5.00%	\$11.66/employee = \$1,154.34
5.01 - 6.00%	\$14.00/employee = \$1,386.00
6.00% or more = Maximum Fee	\$14.00/employee = \$1,386.00

Submission of an invoice for the utilization fee will be made, at CMI's discretion, when it is ascertained that the annual utilization will be within any of the listed utilization categories or at the conclusion of the contract period.


CROMER MANAGEMENT, INC.

9/20/83
DATE

CITY OF CRYSTAL - MAYOR

DATE

CITY OF CRYSTAL - CITY MANAGER

DATE

September 20, 1983

M E M O R A N D U M

TO: JACK IRVING, CITY MANAGER

FROM: DON PETERSON, CHIEF BUILDING INSPECTOR



RE: VARIANCE REQUEST OF DONALD GAYKEN (6218 - 46th Avenue North)

On September 19, 1983, Nancy Deno of the Health Department had a complaint from a Bridget Kane who rents the lower level at 6218 - 46th Avenue North. Ms. Kane claims she has not been able to occupy her apartment for approximately two weeks due to bee hives. She will meet Nancy on Wednesday, September 21, at 3:30 p.m. at 6218 - 46th Avenue North.

The property is zoned R-1, single-family residential. Mr. Gayken is in violation of the zoning ordinance (515.19).

I would recommend that the City Council continue the discussion of Variance Application #83-77A so that I may further investigate the situation.

September 28, 1983

Honorable Mayor & City Council
City of Crystal, MN

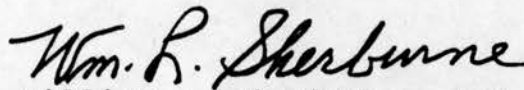
Re: Surety Release
Twin Lake North Condominium
4710 58th Ave. North

Dear Councilmembers:

The work required to be performed as a condition of building permit approval for the above captioned development has been completed to conform to the standards of the City of Crystal.

It is recommended that the work be accepted by the City of Crystal subject to the guarantee provisions of the agreement effective this date, and that the bond of St. Paul Fire & Marine Ins. Co. No. 400FD1916 in the amount of \$15,000 be released, subject to said guarantee.

Very truly yours,


William L. Sherburne, P.E.
City Engineer

WLS/mb

cc: John T. Irving, City Manager
Don Peterson, Building Inspector
Melvin C. Gittleman c/o Gittleman Corporation

September 22, 1982

Honorable Mayor & City Council
City of Crystal, MN


Re: Surety Release
Trinity Covenant Church
3733 Vera Cruz Ave. North

Dear Councilmembers:

The work required to be performed as a condition of building permit approval for the above captioned development has been completed to conform to the standards of the City of Crystal.

It is recommended that the work be accepted by the City of Crystal subject to the guarantee provisions of the agreement effective this date, and that the Letter of Credit of First Robbinsdale State Bank No. 81-73 in the amount of \$44,000 be released, subject to said guarantee.

Very truly yours,


William L. Sherburne, P.E.
City Engineer

WLS/mb

cc: John T. Irving, City Manager
Don Peterson, Building Inspector
Trinity Covenant Church, 3733 Vera Cruz Ave.
Don Mannstedt, 7724 Tessman Dr., Brooklyn Ctr.

September 30, 1983

Honorable Mayor & City Council
City of Crystal, MN

Re: Improvement Needs
Rolling Green of Crystal

Dear Councilmembers:

A study was made of the improvement needs as they pertain to the above captioned site.

The items listed below were found to be reasonable and necessary for the orderly development of the City of Crystal and the site, also being in the best interests of the public:

- Construct sanitary sewer and appurtenances to serve all parcels in accordance with approved plan.
- Construct watermain and appurtenances to serve all parcels in accordance with approved plan.
- Grant easements for walkway.
- Construct B618 concrete curb & gutter on all streets.
- Grade and sod boulevards to conform to Crystal standards.
- Construct streets with a minimum of 6" Class 5 base and 2" bituminous surface.
- Construct storm sewer and appurtenances in accordance with approved plan.
- Erect street name signs.
- Construct 5' wide concrete walkway from curb line of Angeline Ave. to the park, between Lots 19 & 20, Block 3, and min. 4' high chain link fence, spaced 5' from lot line on each side of walk.
- Prepare and submit "as built" utility plans.
- Landscape the park area dedicated in plat.
- Provide all lot irons in place and to grade at the time of final acceptance.

It is recommended that the above work be required as a condition of final approval of the plat; that the work be completed not later than June 15, 1985; that the work be unconditionally guaranteed for a period of one year from date of final acceptance of all the work; and that surety in the amount of \$334,000 be required as a guarantee of the faithful performance of the above construction and requirements.

Very truly yours,



William L. Sherburne, P.E.
City Engineer

WLS/mb

cc: John T. Irving, City Manager
Mike Halley c/o Halley Land Corp.

Encl.

KAY MITCHELL
CLERK TO THE BOARD



PHONE
348-5433

BOARD OF HENNEPIN COUNTY COMMISSIONERS

2400 GOVERNMENT CENTER
MINNEAPOLIS, MINNESOTA 55487

September 27, 1983

Mr. John Irving, Manager
City of Crystal
4141 Douglas Drive North
Crystal, MN 55422

Dear Mr. Irving:

Your letter dated September 12, 1983 enclosing the Housing Development Project Plan and Tax Increment Financing Plan for the Village Builders 40 unit condominium (Nevada Court Condominiums), were received by the Hennepin County Board of Commissioners at their Board meeting today.

The contents were noted, and Chairman Derus directed that the matter be referred to the Ways and Means Committee for attention.

Sincerely,

A handwritten signature in cursive script that reads "Kay Mitchell".

Kay Mitchell
Clerk of the Board

jc

JOHN E. DERUS
CHAIRMAN



PHONE
348-3086

BOARD OF HENNEPIN COUNTY COMMISSIONERS

2400 GOVERNMENT CENTER
MINNEAPOLIS, MINNESOTA 55487

September 15, 1983

John T. Irving, City Manager
City of Crystal
4141 Douglas Drive
Crystal, MN 55422

Dear Mr. Irving:

Jack
Thank you for referring the tax increment financing plan for the Nevada Court 40 Unit Condominiums Tax Increment Financing District to the Hennepin County Board of Commissioners for its review and comment. The plan as submitted appears to meet the Board's guidelines for establishing a tax increment district, as promulgated in Resolution 80-8-729(R).

A copy of Resolution 80-8-729(R) is enclosed for information purposes. Please enter this letter into the record of the public hearing on the proposed district.

Sincerely,

John E. Derus
John E. Derus
Chairman
Hennepin County Board of Commissioners

JED:jb

Enclosure

cc Commissioner Jeff Spartz
Commissioner Randy Johnson
Commissioner Richard E. Kremer
Commissioner E. F. Robb, Jr.
Commissioner Sam S. Sivanich
Commissioner Mark Andrew

RESOLUTION NO. 80-8-729(R)

The following resolution was offered by Commissioner Kremer, Chairman, Ways and Means Committee:

WHEREAS, numerous tax increment financing districts have been created in Hennepin County and significant utilization of tax increment financing is anticipated in the future; and

WHEREAS, tax increment financing adversely affects the County's tax base and artificially increases the County's property tax mill rate; and

WHEREAS, the effect of tax increment financing is to shift the burden of property taxation from property within the tax increment district to property outside the district; and

WHEREAS, the Minnesota Tax Increment Act provides an opportunity for the County Board of Commissioners to review and comment on any proposed tax increment financing district, including the opportunity to meet with the tax increment authority and present the Board's views at the required public hearing on the matter; and

WHEREAS, the opportunity for County input since the passage of the Minnesota Tax Increment Act has been limited by late distribution of tax increment information and notification of public hearings by tax increment authorities; and

WHEREAS, County staff is seeking direction regarding the County Board's evaluation criteria relative to tax increment financing projects and regarding the implementation of Minnesota Statutes 273.76, Subd. 4; and

WHEREAS, the Minnesota Tax Increment Financing Act also requires the annual filing of a disclosure report on each tax increment district which report provides information necessary for County staff to carry out its obligations under the Act,

BE IT RESOLVED, that the Board of Commissioners of Hennepin County urges municipalities and other authorities with tax increment powers in the county to exercise those powers with judicious restraint when considering the creation of tax increment financing districts, and

BE IT FURTHER RESOLVED, that the following criteria be utilized to evaluate proposed tax increment financing districts:

1. Tax increment financing should be used only as a financing tool of last resort, after exploring all other alternatives.
2. The proposed development or redevelopment should not reasonably be expected to occur in the foreseeable future except through the use of tax increment financing.
3. The estimated captured assessed value for the proposed tax increment district at its termination, as indicated in the financing plan, when added to the current captured assessed value of all other tax increment districts in the municipality should not exceed the specified percentage of the total current assessed value of taxable real property in the municipality:
If total assessed value exceeds \$200,000,000 - 6%;
If more than \$25,000,000 but not more than \$200,000,000 - 8%;
If more than \$8,000,000 but not more than \$25,000,000 - 12%;
If not more than \$8,000,000 - 14%.
4. Tax increment districts should be completed and terminated in the shortest possible time, thereby increasing the County's tax base and reducing tax burdens outside the increment district.

AUG 26 1980

RESOLUTION NO. 80-8-729(R) continued

BE IT FURTHER RESOLVED, that with respect to tax increment proposals which meet the above detailed criteria, County Board input and comment shall be in the form of a letter by the Chair of the Board, indicating the County's overall concerns with tax increment financing. If the tax increment proposal does not meet one or more of the prescribed criteria, the matter shall be brought before the Board in the form of a resolution for Board action, and

BE IT FURTHER RESOLVED, that the County Board of Commissioners does hereby request municipalities and other authorities proposing tax increment districts to send to the County Board two copies of increment financing public hearing notification and information relevant thereto at least three weeks prior to the public hearing, and

BE IT FURTHER RESOLVED, that County staff, in implementing Minnesota Statutes 273.76, Subd. 4, shall increase the original assessed value of tax increment districts by the valuation of any improvements arising from building permits issued 18 months prior to the date of approval of a district which, when completed, have an estimated market value of \$10,000 or more. Provided further, that each municipality may be granted upon request an aggregate exclusion of \$1,000,000 in estimated market valuation of the improvements completed as a result of said building permits in all such districts, and

BE IT FURTHER RESOLVED, that if the plan submitted by a municipality relates to County programs that would otherwise be funded in part by County funds, that a variance of this resolution may be considered, and

BE IT FURTHER RESOLVED, that the annual disclosure report of each tax increment district, as required pursuant to Minnesota Statutes 273.74, Subd. 5, be filed in duplicate with the County Board in the form on file with the Clerk to the Board, and

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the city council of each municipality and the governing body of each authority with tax increment powers in Hennepin County.

The question was on the adoption of the resolution and there were seven YEAS and no NAYS, as follows:

COUNTY OF HENNEPIN

BOARD OF COUNTY COMMISSIONERS

	<u>YEA</u>	<u>NAY</u>	<u>OTHER</u>
Jeff Spartz	<u>X</u>	_____	_____
Randall E. Johnson	<u>X</u>	_____	_____
Richard E. Kremer	<u>X</u>	_____	_____
John E. Derus	<u>X</u>	_____	_____
E. F. Robb, Jr.	<u>X</u>	_____	_____
Sam S. Sivanich	<u>X</u>	_____	_____
Nancy Olkon, Chair	<u>X</u>	_____	_____

RESOLUTION ADOPTED.

ATTEST: Dee Wager
Deputy County Auditor

AUG 26 1980

A RESOLUTION ESTABLISHING A TAX INCREMENT
FINANCING HOUSING DISTRICT PURSUANT TO
MINNESOTA STATUTES, SECTIONS 273.71 to 273.78
INCLUSIVE, AND ADOPTING A FINANCE PLAN FOR
SAID TAX INCREMENT FINANCING DISTRICT.

WHEREAS, the City Council of the City of Crystal, Minnesota has determined that it is necessary to create a tax increment financing district pursuant to Minnesota Statutes, Sections 273.71 to 273.78 inclusive, within the housing development project created pursuant to Minnesota Statutes, Section 462.411 et seq.; and

WHEREAS, the City Council of the City of Crystal has determined that the proposed tax increment financing housing district consists of a project intended for occupancy, in part, by persons or families of low and moderate income, as defined in Chapter 462A, Title II of the National Housing Act of 1959, the United States Housing Act of 1937, as amended, Title V of the Housing Act of 1949, as amended, any other similar present or future federal, state, or municipal legislation, or the regulations promulgated under any of those acts; and

WHEREAS, the City Planning Commission has received a copy of the proposed tax increment financing plan and has been given the opportunity to review and comment upon said tax increment financing plan and the tax increment financing district; and

WHEREAS, the Crystal Housing and Redevelopment Authority has informed the members of the Local School Board of the Independent School District and the Board of Commissioners of Hennepin County of the fiscal and economic implications of the proposed tax increment financing district and invited said School Board members and County Commissioners to the public hearing.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CRYSTAL:

1. That the tax increment financing district to be created is a tax increment financing housing district since it consists of a project intended for occupancy, in part, by persons or families of low and moderate income, as defined in Chapter 462A, Title II of the National Housing Act of 1934, and any other similar present or future federal, state, or municipal legislation, or the regulations promulgated under any of those acts.

2. That the proposed redevelopment would not reasonably be expected to occur solely through private investment.

3. That the Planning Commission has reviewed the housing development proposals and that the tax increment financing plan conforms to the general plan for the development of the municipality as a whole.

4. That each of the development proposals involves a substantial commitment of private investment and in conjunction with tax increments as

identified in the tax increment financing plan will afford maximum opportunity, consistent with sound needs of the City for the development of the project by private enterprise.

The City Council of the City of Crystal, Minnesota does hereby approve the tax increment financing plan and the creation of a tax increment financing district as described in said tax increment financing plan.

Adopted by the City Council this 4th day of October, 1983.

Mayor

ATTEST:

A RESOLUTION DESIGNATING THE CRYSTAL HOUSING DEVELOPMENT PROJECT PURSUANT TO THE PROVISIONS OF MINNESOTA STATUTES, SECTION 462.411 et seq. AND APPROVAL OF THE CRYSTAL HOUSING AND REDEVELOPMENT AUTHORITY HOUSING DEVELOPMENT PLAN.

WHEREAS, the City Council of the City of Crystal has held a public hearing to receive input regarding the Crystal Housing Development Plan; and

WHEREAS, the Housing and Redevelopment Authority of the City of Crystal by Resolution has requested approval of the Crystal Housing Development Plan; and

WHEREAS, the City Council has received a statement of findings from the City of Crystal Planning Commission recommending approval of the Crystal Housing Development Plan; and

WHEREAS, the City Council of the City of Crystal finds that the housing development project described in said Crystal Housing Development Plan dated August 11, 1983 will provide housing for persons of low and moderate income and their families as defined in the Minnesota Municipal Housing and Redevelopment Act, Minnesota Statutes, Section 462.421, Subdivision 25 and requires public assistance in order to provide decent, safe, and sanitary urban dwellings, apartments, or other living accommodations; and

WHEREAS, the City Council of the City of Crystal finds said housing development plan and project will carry out the purpose and policy of the Minnesota Municipal Housing and Redevelopment Act, Minnesota Statutes, Section 462.411 et seq. as set forth in Section 462.415 and in the Congressional Declaration of National Housing Policy contained in the Act of 1949 as amended; and

WHEREAS, the City Council of the City of Crystal finds that the land in the project areas would not be made available for housing development without the financial aid sought; and

WHEREAS, the City Council of the City of Crystal finds that the designated housing development project area in the locality will afford maximum opportunity, consistent with the sound needs of the locality as a whole, for the development and redevelopment of such areas by private enterprise; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Crystal finds: (1) that the housing development of the locality as a whole, and said plan: (i) will afford maximum opportunity, consistent with the sound needs of the locality as a whole, for housing development by private enterprise; (ii) conforms to a general plan for the locality as a whole; and (iii) that the plan for relocation of individuals and businesses displaced, if any, in carrying out the housing development project is feasible and can be reasonably and timely affected to permit the proper execution and completion of the redevelopment proposals in a timely manner; and (2) that the City Council of the City of Crystal does hereby approve the Crystal Housing Development Plan, dated August 11, 1983.

Mayor

ATTEST:

City Clerk

A RESOLUTION REQUESTING THE COUNTY
AUDITOR TO CERTIFY THE ORIGINAL ASSESSED
VALUE OF THE REAL PROPERTY WITHIN THE
BOUNDARY OF THE CRYSTAL HOUSING AND
REDEVELOPMENT AUTHORITY TAX INCREMENT
FINANCING HOUSING DISTRICT.

WHEREAS, the City Council of the City of Crystal has determined that it is necessary and desirable and in the public interest to designate, establish, develop, and administer a tax increment financing housing district pursuant to the provisions of Minnesota Statutes, Section 273.71 to 273.78 inclusive;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CRYSTAL, MINNESOTA that the Hennepin County Auditor is hereby requested to certify the assessed value of all real property within the boundaries of the tax increment housing district as described in the attached tax increment financing plan as of the date of the last equalized assessment, and each year hereafter to certify the amount by which the assessed value has increased or decreased from the original assessed value and also to certify the proportion which any increase or decrease bears to the total assessed value for the real property in said tax increment financing district for that year, and also to remit to the Crystal Housing and Redevelopment Authority each year hereafter, that proportion of all taxes paid that year on real property in the district which the captured assessed value bears to the total current assessed value, all pursuant to Minnesota Statutes, Section 273.76, Subdivision 1 and 2.

Adopted this 4th day of October, 1983.

Mayor

ATTEST:

City Clerk

SENT WITH PRELIMINARY AGENDA 10/14/83

Council minutes of Oct. 4.

Planning Commission minutes of 10/11.

Letter from Bill Mavity, attorney for Steven Wiseman, Crystal Lounge; comments re letter from City Engr., Bldg. Insp. & Sanitarian.

Letter from Henn. Cty. Dept. of Trans. re traffic signal on County Road 9 & Hampshire Ave.

Memo from Ass't. Mgr. of 10/13 re increase in Council salaries--survey.

Letter from Debra Roder, 5324 35th Ave. re cost of Sealcoat No. 63-B.

Letter from Richard Ernst, 5824 27th Ave. re Sealcoat No. 63-B.

Park & Rec. Adv. Comm. minutes of 9/7/83.

Park & Rec. Dept. Sept. monthly report.

Thank you note from Tom & Marie Aaker for flowers.

HRA minutes of 9/8 & Special mtg. of 9/29/83.

Long-Range Planning Comm. minutes of 9/13/83.

SENT WITH AGENDA 10/18/83

Letter from Bassett Creek Flood Control Comm. with a resolution changing meeting dates and times.

COUNCIL AGENDA

October 18, 1983

Pursuant to due call and notice thereof, the regular meeting of the Crystal City Council was held on October 18, 1983, at 7:00 P.M., at 4141 Douglas Drive, Crystal, Minnesota. The Secretary of the Council called the roll and the following were present:

Councilmembers

✓ Herbes
✓ Aaker
✓ Bird
✓ Schaaf
✓ Meintsma
✓ Lundgren
✓ Rygg

Staff

✓ Irving
✓ Kennedy
✓ Olson
✓ Sherburne
✓ Peterson
✓ Wilson
✓ Ahmann

The Mayor led the Council and the audience in the Pledge of Allegiance to the Flag.

The minutes of the regular Council meeting of October 4, 1983 were approved, with the following exceptions: _____

- ✓ 1. It being 7:00 P.M., or as soon thereafter as the matter could be heard, Mayor Meintsma declared this was the time and date as advertised for the public hearing, at which time the City Council would sit as a Board of Adjustments and Appeals, to consider a request from Gerald Belmore for a variance of 2' in the required 40' rear yard setback to allow a 17'x18' addition to be constructed at 6521 Brentwood Avenue North. The Mayor asked those present to voice their opinions or ask questions concerning the variance. Those present and heard were:

Moved by Councilmember A and seconded by Councilmember H to grant authorization, pursuant to Section 515.55 of the Crystal City Code, to vary or modify the strict application of Section 515.13, Subd. 4 a) for a variance of 2' in the required 40' rear yard setback to allow a 17'x18' addition to be constructed at 6521 Brentwood Avenue North, Lot 10, Block 5, Kensey Manor, as requested in Variance Application #83-84T by Gerald D. Belmore. Motion Carried.

Moved by Councilmember _____ and seconded by Councilmember _____ to (deny) (continue until _____ the discussion of) Variance Application #83-84T to allow the construction of an addition at 6521 Brentwood Avenue North. Motion Carried.

October 18, 1983

2. It being 7:00 P.M., or as soon thereafter as the matter could be heard, Mayor Meintsma declared this was the time and date as advertised for the public hearing, at which time the City Council would sit as a Board of Adjustments and Appeals, to consider a request from Kenneth and Mary Welton for a variance of 6' in the required 30' side street side yard setback to allow a 16'x22' addition to be constructed at 3949 Georgia Avenue North. The Mayor asked those present to voice their opinions or ask questions concerning the variance. Those present and heard were:

Moved by Councilmember a and seconded by Councilmember H to grant authorization, pursuant to Section 515.55 of the Crystal City Code, to vary or modify the strict application of Section 515.13, Subd. 3 a) 2) for a variance of 6' in the required 30' side street side yard setback to allow a 16'x22' addition to be constructed at 3949 Georgia Avenue North, Lot 1, Block 2, Gaulke's 3rd Addition, as requested in Variance Application #83-86T by Kenneth and Mary Welton. Motion Carried.

Moved by Councilmember _____ and seconded by Councilmember _____ to (deny) (continue until _____ the discussion of) Variance Application #83-86T to allow the construction of an addition at 3949 Georgia Avenue North.

Motion Carried.

3. The City Council considered accepting surety, entering into agreement for work requirements as a condition of plat approval and consideration of final approval of proposed plat Rolling Green of Crystal, located north of Soo Line Railroad right-of-way between Quail and Vera Cruz Avenue North.



- A. Moved by Councilmember _____ and seconded by Councilmember _____ to accept surety in the amount of \$334,000 from the Halley Land Corporation as a guaranty of faithful performance of certain work requirements as a condition of final approval of proposed plat Rolling Green of Crystal. Motion Carried.

- B. Moved by Councilmember _____ and seconded by Councilmember _____ to enter into agreement with Halley Land Corporation for the purpose of guaranteeing faithful performance for certain work requirements as a condition of final approval of proposed plat Rolling Green of Crystal, and further, to authorize the Mayor and City Manager to sign such agreement. Motion Carried.

Item 3 (continued)

- C. Moved by Councilmember _____ and seconded by Councilmember _____ to adopt the following resolution, the reading of which was dispensed with by unanimous consent:

RESOLUTION NO. 83-

RESOLUTION APPROVING PLAT

By roll call and voting aye: _____, _____, _____, _____, _____, _____, _____; voting no: _____, _____, _____, _____; absent, not voting: _____, _____, _____. Motion carried, resolution declared adopted.

Moved by Councilmember _____ and seconded by Councilmember _____ to (deny) (continue until _____ the discussion of) final approval of proposed plat Rolling Green of Crystal, as requested by the Halley Land Corporation.
Motion Carried.

- ✓ 4. The City Council considered final approval of proposed plat Stoneburner Addition located between Adair and Zane Avenue, north of 34th Avenue.

Moved by Councilmember Rg and seconded by Councilmember Lu to adopt the following resolution, the reading of which was dispensed with by unanimous consent:

RESOLUTION NO. 83-54

RESOLUTION APPROVING PLAT

By roll call and voting aye: _____, _____, _____, _____, _____, _____, _____; voting no: _____, _____, _____, _____; absent, not voting: _____, _____, _____. Motion carried, resolution declared adopted.

Moved by Councilmember _____ and seconded by Councilmember _____ (deny) (continue until _____ the discussion of) final approval of proposed plat Stoneburner Addition located between Adair and Zane Avenue, north of 34th Avenue.
Motion Carried.

5. The City Council considered a written request and presentation by Bill Mavity, attorney representing Steven Weisman, owner of Crystal Lounge, regarding Sunday liquor and restaurant licenses, and parking requirements.

Gordon H
and Lilly Ann S

Certified
Res
10/19/83

- ✓ 6. The City Council considered correspondence from Hennepin County Department of Transportation regarding a traffic signal on County Road 9 at Hampshire Avenue North.

A=B of 200 m - 10 - 2 x - 4 B,

- ✓ 7. The City Council considered variances on corner lots.

Geo. Merriam 4 C 1/2

A = 2 1/2' - 11' - 4 B,

8. The City Council considered an increase in City Council salaries.

A =
①

152/165/1 - 2 - 42'

4450 5800 '84
4700 6175 '85

② *S = A*

4450
4700

5800 '84
6200 '85

③ *H a S Ry me - 4 B,*
2 B Lu

④ *Lu = H 6 1/2' 35/6 - 1 - 2 - 66 - 5*
1/2 - 1/2 - 1/2

⑤ *4 A 200 - 5 70/6 - 5 - 1/2*
1/2 - 35/6 - 1

⑥ *4 Lu 35/6 - 1 - 1/2 - 1/2 - 15/16 - 1 - 1/2 - 1/2*

- 5 = A
 Shogun of 687 in
 6 yd 16 112 per 16 for 11-300
 28/8 6-1-2-11- 116,
 9/10-

A. C. Loung

Moved by Councilmember B and seconded by Councilmember H to approve the list of license applications. Motion Carried.

Moved by Councilmember A and seconded by Councilmember H to adjourn the meeting. Motion Carried.

APPLICATION FOR LICENSE

October 18, 1983

PLUMBING - (\$30.25)

Horsman, James R. dba Jim's Plumbing Service

GAS FITTERS - (\$30.25)

Lloyd E. Svitak dba Lloyd's Sheet Metal

20
October 14, 1983

Dear Councilmembers:

This preliminary agenda would indicate a normal meeting. There are a couple of items, in my opinion, that may take some time in your deliberation, namely, Items #5, 6, 7 and 8. As you can see, each item needs individual consideration--hence, no consent agenda.

With that in mind, the meeting should go pretty much as follows:

The minutes of the regular meeting of October 4, 1983, are enclosed for your review.

ITEM

SUPPORTING DATA

- | | |
|---|-------|
| 1. Public Hearing to consider a request from Gerald Belmore for a variance of 2' in the required 40' rear yard setback to allow a 17'x18' addition to be constructed at 6521 Brentwood Ave. N. | None. |
| 2. Public Hearing to consider a request from Kenneth and Mary Welton for a variance of 6' in the required 30' side street side yard setback to allow a 16'x22' addition to be constructed at 3949 Georgia Ave. N. | None. |

The Building Department will provide information, if needed, for both those public hearings. That information can be provided in person Tuesday evening.

- | | |
|--|--|
| 3. Consideration of accepting surety, entering into agreement for work requirements as a condition of plat approval and consideration of final approval of proposed plat Rolling Green of Crystal, located north of Soo Line Railroad right-of-way between Quail and Vera Cruz Ave. N. | Planning Commission minutes of 10/11/83, item 1. |
|--|--|

At this writing we have not received the surety from Halley Corporation, but Bill feels that it very likely will be in before Tuesday, and that is the reason we have it on the agenda. If we do not receive it by that time, there will be no reason for the Council to take any action and this item can be bypassed at that time.

3. (Continued)

If we do have it, you can accept the surety, enter into agreement, and grant final approval of the proposed plat if that is your decision.

4. Consideration of final approval of proposed plat Stoneburner Addition located between Adair and Zane Avenue, north of 34th Ave. Planning Commission minutes of 10/11/83, item #5.

The Planning Commission has recommended approval of this plat.

5. Consideration of a written request and presentation by Bill Mavity, attorney representing Steve Weisman, owner of Crystal Lounge, regarding Sunday liquor and restaurant licenses, and parking requirements. Letter from Attorney Mavity; comments from City Engineer, Building Inspector and Sanitarian.

As you can see from the letter, Bill Mavity has indicated a desire to speak to the Council about his requests. He has asked me to advise him as to whether or not the Council would be receptive to eliminating the curb and gutter as proposed, if they build a kitchen and ask for Sunday liquor. I informed him that he should ask the Council himself and be prepared to provide additional parking because the parking on his site is inadequate with regards to City ordinances and I did say, if he presented me with a request, I would place him on the agenda so he could talk to you directly.

I received his letter and the information he provided earlier this week and asked the three departments that would be involved for their comments. As you can see, I have included their written comments for your information. I think their questions about his proposal are valid and the Council should consider them in all seriousness.

6. Consideration of correspondence from Hennepin County Dept. of Transportation regarding a traffic signal on County Road 9 at Hampshire Ave. N. Copy of letter.

Some time ago you asked staff to request Hennepin County to study the intersection of 42nd and Hampshire Avenue with regards to placing a semaphore on that intersection. I have enclosed a copy of the cover letter from Dennis Hansen regarding that study. I am sure the answer is no surprise to any of you. If you want the additional information that Dennis provided with his cover letter, it will be in the Council Chambers for your review Tuesday evening.

It has been suggested by some of the Council that you may want to consider the possibility of asking the County for

6. (Continued)

permission to have semaphores installed if the City would pay the entire cost. For that reason, I have placed it on the agenda for your consideration.

I have informed the circulator of the petition that it will be on the agenda Tuesday, and if they desire to attend, they would have ample opportunity to make plans to be there. I have not heard anything from that person since I sent them the letter, but there is a possibility, I would think, for them to be present Tuesday night.

7. Consideration of variances on corner lots. None.

As you will recall, staff has been asked to make some recommendations regarding variances on corner lots. We have met on a few occasions and came to the conclusion that we could recommend to the Council that on non-conforming corner lots, if the non-conforming element of that property was not increased, added to, or extended, and the addition, whatever it may be, would conform with the present ordinances, a variance would not be necessary.

Don Peterson has prepared some sample examples of what we intend with our recommendations for your review Tuesday evening. I think when you see them, our approach will be self-explanatory. If you agree with our recommendations, you could either have the First Reading of the amendment to the ordinance, and direct the Attorney to prepare the proper language for the Second Reading, or you could direct the Attorney to prepare the proper language for your reviewal before you have the First Reading. Of course, as always, you can disagree with our recommendations and in that case, we would welcome any of your input so that we could prepare at your direction whatever you wish us to. I think on Tuesday evening you will see the validity in what we are proposing. I certainly hope so.

8. Consideration of an increase in City Council salaries. Memo from Ass't. City Manager dated 10/13/83.

As we indicated at the last Council meeting, we would provide some additional information so that you could have that information before you when you decide on whether or not you should consider an increase in Mayor and City Council salaries. John has provided that information in a memo to me.

As I indicated at the last Council meeting, I think you should seriously consider this as the opportunity, for an

8. (Continued)

increase will not be available to you until 1986, if you do not take the opportunity to make an adjustment at this time. Of course, as always, the decision is yours.

That should take care of the agenda as we see it today. I have, however, enclosed some informational items for you:

1. Letter from Debra Roder, 5324 - 35th Ave. N. re cost of sealcoat.
2. Letter from Richard Ernst, 5824 - 27th Ave. N. re Sealcoat Project No. 63-B.
3. Park & Recreation Advisory Commission minutes of 9/7/83.
4. Park & Recreation Dept. September monthly report.
5. "Thank You" note from Tom and Marie Aaker for flowers.
6. HRA minutes of the September 8, 1983 meeting and the Special meeting of September 29, 1983.
7. Long-Range Planning Commission minutes of 9/13/83.

Items #1 and #2 were really received too late for them to be considered at the public hearing. Both have been informed that the Council had approved the assessment, and I indicated in my response to them that I would make you aware of their concerns and that is merely what this is doing.

I think the other items are self-explanatory, so I will close with have a nice weekend. See you next Tuesday.

JTI/da
enc.

J A C K

APPLICATION FOR LICENSE

October 18, 1983

PLUMBING - (\$30.25)

Horsman, James R. dba Jim's Plumbing Service

GAS FITTERS - (\$30.25)

Lloyd E. Svitak dba Lloyd's Sheet Metal

Due Date: NOON, WEDNESDAY
OCTOBER 12, 1983

MEMO TO: John T. Irving, City Manager
FROM: John A. Olson, Assistant City Manager

ACTION NEEDED MEMO: From the October 5, 1983, Council Meeting

The items listed below are the actions requested by the City Council at their regular Council meeting of October 4, 1983. These items should be taken care of by noon, Wednesday, preceding the next regularly scheduled Council meeting and returned to the Assistant City Manager for his review.

<u>DEPARTMENT</u>	<u>ITEM</u>
CITY CLERK	Discussion of changes in minutes for September 20, 1983 meeting. ACTION NEEDED: Note amendment in minutes concerning the development at 36th & Douglas Drive. ACTION TAKEN: Noted in October 4, 1983 minutes.
BLDG. DEPT.	1. Public hearing to consider variance at 5800 Quail Avenue North. ACTION NEEDED: Notify applicant of Council approval. ACTION TAKEN: Permit issued.
CITY ENGINEER	2. Public hearing to consider special assessments for sealcoat and other related assessments. ACTION NEEDED: Note problems expressed at public meeting and proceed to certify assessment. ACTION TAKEN: Certification to Hennepin County on 10-7-83.
CITY MANAGER	3. Public hearing to consider a request for tax increment financing for Nevada Court Condominiums located on Nevada Avenue. ACTION NEEDED: Notify applicant of Council denial. ACTION TAKEN: Applicant present at meeting.
CITY MANAGER	ACTION NEEDED: Notify HRA of Council decision. ACTION TAKEN: To be notified at October 13, 1983 HRA meeting.

<u>DEPARTMENT</u>	<u>ITEM</u>	
BLDG. DEPT.	4.	Public hearing to consider a request for Donald Gayken for a variance to allow the building of a 12'x12' deck with a hot tub at 6218 - 46th Avenue North. ACTION NEEDED: Notify applicant of Council approval. ACTION TAKEN: Permit issued.
BLDG. DEPT.	5.	Consideration of a request for a variance to the sign ordinance for a sign at 7600 - 32nd Avenue North. ACTION NEEDED: Notify applicant of Council approval. ACTION TAKEN: Permit issued.
ADMIN. ASST.	6.	Consideration of a contract with Cromer Management, Inc. for the administration of the Employee Assistance Program. ACTION NEEDED: Send executed copy of contract to Cromer Management, Inc. ACTION TAKEN: Copy sent 10-5-83.
CITY ENGINEER	7.	Consideration of releasing surety in the amount of \$15,000 for Twin Lake North Condominiums, 4710 - 58th Avenue North. ACTION NEEDED: Notify applicant of Council approval. ACTION TAKEN: Notification sent 10-6-83.
CITY ENGINEER	8.	Consideration of release of surety in the amount of \$44,000 for work performed by Trinity Covenant Church at 3733 Vera Cruz Avenue North. ACTION NEEDED: Notify applicant of Council approval. ACTION TAKEN: Notification sent 10-6-83.
CITY ENGINEER	9.	Consideration of accepting surety and entering into agreement with Liberty Garment Company for work to 42nd Avenue North ACTION NEEDED: Notify applicant of Council approval and forward executed agreement. ACTION TAKEN: Copy of signed agreement sent 10-5-83.

<u>DEPARTMENT</u>	<u>ITEM</u>	
CITY ENGINEER	10.	<p>Consideration of accepting surety and entering into agreement and issuing building permit for additions and a canopy at 5301 Douglas Drive (Octopus Car Wash). ACTION NEEDED: Notify applicant of Council approval and forward executed agreement. ACTION TAKEN: Signed agreement sent 10-5-83.</p>
CITY ENGINEER	11.	<p>Consideration of setting surety in the amount of \$334,000 for Rolling Green of Crystal as part of building permit approval. ACTION NEEDED: Notify applicant of Council approval. ACTION TAKEN: Applicant present at meeting.</p>
ASST. CITY MGR.	12.	<p>Consideration of setting a date for public hearing for a variance at 6521 Brentwood Avenue North. ACTION NEEDED: Place item on October 18, 1983 Council Agenda. ACTION TAKEN: Item placed on October 18, 1983 Council Agenda.</p>
BLDG. DEPT.		<p>ACTION NEEDED: Notify affected property owners. ACTION TAKEN: Property owners notified.</p>
ASST. CITY MGR.	13.	<p>Consideration of setting a date for public hearing to consider a request for a variance at 3949 Georgia Avenue North. ACTION NEEDED: Place item on October 18, 1983 Council Agenda. ACTION TAKEN: Item placed on October 18, 1983 Council Agenda.</p>
BLDG. DEPT.		<p>ACTION NEEDED: Notify affected property owners. ACTION TAKEN: Property owners notified.</p>

DEPARTMENT

ITEM

CITY MANAGER

14.

Consideration in change in salaries for the City Council members.

ACTION NEEDED: Conduct telephone survey of like population cities to determine whether the Council salary changes are to be made for 1984.

ACTION TAKEN: Survey under way.

CITY CLERK

15.

Licenses

ACTION NEEDED: Issue licenses

ACTION TAKEN: Licenses issued.

September 30, 1983

Crystal City Council
4141 Douglas Drive
Crystal, Minnesota 55422

Re: Lot 1, Block 8, Westbrook Addition
5824 - 27th Avenue North

SEALCOAT 63-B

Dear Council Members:

I object to my assessment of \$285.33 on the following grounds:

1. That New Hope and Golden Valley do not assess both sides of a corner lot.
2. That I receive no more benefit than any other property owner, whether it be a corner or interior lot.
3. That all other improvements, such as storm sewer, creek flood control, etc., are assessed to property owners generally whether benefit is received individually or not.
4. That 27th Avenue North, my side street, lies entirely in Crystal, even though it abuts Golden Valley, and yet the Golden Valley side of the street is assessed generally among the Crystal property owners generally.
5. That my assessment is approximately 32% more than my fellow property owners in this area, without any apparent additional benefit to my property.
6. That said assessment is unfair, inconsistent, and discriminates against corner-lot property owners.

Therefore, I request that the Crystal City Council revise their system of assessing for street work so as to levy equal amounts to all property owners in accordance with their front footage.

Respectfully submitted,

Richard J. Ernst
Richard J. Ernst
5824 - 27th Avenue North
Crystal, Minnesota 55422

PID No. 21-118-21-34-0036



Sept. 24th 1983

Dear People,

I'm writing, as a homeowner,
to object the \$160.50 charge for seal-
coating our block. I live at Crystal
Heights View 2nd and we simply can't
afford this added expense. I'm sure
our neighbors agree, things are pretty
tight as it is.



Alborah Carpentier-Rosen
5324. 35th AV. N.
Crystal, Minn. 55422



DEPARTMENT OF TRANSPORTATION
320 Washington Av. South
Hopkins, Minnesota 55343



935-3381

September 22, 1983

Mr. John T. Irving
City Manager
City of Crystal
4141 Douglas Drive North
Crystal, MN 55422

Re: CSAH 9 (42nd Ave. No.) at Hampshire Ave. No.

Dear Jack:

As requested by the city our department has conducted traffic studies and accident analysis at the referenced intersection in order to determine whether or not a traffic signal can be justified. The studies consisted of 1) a 16 hour full turning movement count (6:00 AM to 10:00 PM) on typical weekdays of August 31 and September 1, 1983, and, 2) an accident analysis for the years 1978-81. Copies of both studies are enclosed.

Results of the studies showed the traffic volumes at the intersection to be somewhat below the warranting level (see sheets 5 and 6). Major peaking does occur on 42nd Ave. No. from about 3:30 to 7:00 PM with a minor peak occurring from 7:30 to 8:30 AM. The north approach of Hampshire Ave. No., as shown on sheet 6, is the heaviest running just below the warranting line for most of the day, exceeding it in the AM peak for about 1 1/2 hours.

A total of 22 accidents occurred during the four year study period. This yields a four year average accident rate of 0.77 accidents per million vehicles entering the intersection. The 1979-81 county average for this type of intersection was 0.70. Referring to the accident diagram only four accidents can be readily identified as susceptible to correction by a traffic signal. These are the accidents identified as the right angle type.

Based on this information it can be concluded that a traffic signal cannot be justified according to traffic warrants, and therefore, cannot be recommended by our department for installation at this intersection.

Should additional information be necessary concerning this matter, please call me at 935-3381.

Yours truly,

Dennis L. Hansen, P. E.
County Traffic Engineer

DLH:de
Enclosure
cc: Herb Klossner

HENNEPIN COUNTY

an equal opportunity employer

October 13, 1983

TO: John T. Irving, City Manager
FROM: John A. Olson, Assistant City Manager
RE: Survey of cities with 20,000 to 30,000 population
for possible salary increases for Mayor and Council

At the last City Council meeting the Council requested that staff conduct a survey of cities in the same population category as Crystal to determine whether these cities were considering a salary increase for the Mayor and City Council for 1984.

Following are the results of that survey:

<u>MUNICIPALITY</u>	<u>MAYOR</u>	<u>COUNCIL MEMBERS</u>
Apple Valley	1983 - \$ 4,800 1984 - \$ 5,400	1983 - \$4,200 1984 - \$4,800
Blaine	1983 - \$ 4,200 1984 - \$100 per mo. expense allowance addtl.	1983 - \$3,800 1984 - \$50 per mo. expense allowance addtl.
Columbia Heights	1983 - \$10,200 1984 - \$10,200	1983 - \$6,000 1984 - \$6,000
Eagan	1983 - \$ 3,600 1984 - \$ 4,500	1983 - \$3,000 1984 - \$3,600
Golden Valley	1983 - \$ 6,200 1984 - \$ 6,200	1983 - \$4,650 1984 - \$4,650
Maple Grove	1983 - \$ 4,800 1984 - \$ 4,800	1983 - \$3,000 1984 - \$3,000
Maplewood	1983 - \$ 4,200 1984 - \$ 4,475	1983 - \$3,300 1984 - \$3,575

<u>MUNICIPALITY</u>	<u>MAYOR</u>	<u>COUNCIL MEMBERS</u>
New Brighton	1983 - \$ 4,500 1984 - \$ 4,500	1983 - \$3,600 1984 - \$3,600
New Hope	1983 - \$ 4,888 1984 - \$ 4,888	1983 - \$3,705 1984 - \$3,705
South St. Paul	1983 - \$ 6,000 1984 - \$ 6,000 (no increase considered yet)	1983 - \$3,000 1984 - \$3,000
White Bear Lake	1983 - \$ 3,960 1984 - \$ 3,960 (no increase considered yet)	1983 - \$2,976 1984 - \$2,976

SENT WITH PRELIMINARY AGENDA 10/28/83

Council minutes of 10/18 & 10/25.

Memo from City Engr re extension of completion date for Nevada Court development.

Appli. & proposed drawing of sign for Nevada Court development.

Letter from Mr. Mavity re Crystal Loung of 10/11; parking lease agreement; memo from Engr., Bldg. Insp. & Sanitarian re same; letter from Mavity of 10/26/83.

Bid tabulation for steel roller.

Bid tabulation for trailer.

Res. ofdering abatement of unsanitary conditions at 4849 Xenia; letter from City Attorney of 10/12; letter from Sanitarian of 10/17; letter from City Attorney's office of 10/24.

Letter from City Engr. of 10/26 re release of surety for Jiffy Lube, 5273 W. B'way.

City Engr.'s memo of release of surety for Crystal Family Rest. at 5518 Lakeland.

Letter from Human Relations Comm. of 10/17 re waiving fees for handicapped persons.

Copy of ord. re variances on corner lots.

Copy of ord. re salaries for Council.

Letter of resignation of Glenn Ferguson from Tri-City Airport Comm.

Human Relations Comm. minutes of 10/24/83.

Letter from Lyall Schwarzkopf, Pres. of Internat'l. Institute of Municipal Clerks re certification of Delores Ahmann.

SENT WITH AGENDA 10/28/83.

Letter from AMM of 10/27 re statement of comments & recommendations re Metro Council's proposed Interim Economic Policies.

COUNCIL AGENDA

November 1, 1983

Pursuant to due call and notice thereof, the regular meeting of the Crystal City Council was held on ~~October 18~~ ^{Nov 1}, 1983, at 7:00 P.M., at 4141 Douglas Drive, Crystal, Minnesota. The Secretary of the Council called the roll and the following were present:

Councilmembers

☒ Herbes
☒ Aaker
☒ Bird
____ Schaaf
☒ Meintsma
☒ Lundgren
____ Rygg

Staff

☒ Irving
☒ Kennedy
☒ Olson
☒ Sherburne
☒ Peterson
☒ Wilson
☒ Ahmann

The Mayor led the Council and the audience in the Pledge of Allegiance to the Flag.

The minutes of the regular Council meeting of October 18, 1983 and the Special meeting of October 25, 1983 were approved, with the following exceptions: _____

- ✓ 1. The City Council considered accepting surety, entering into agreement for work requirements as a condition of plat approval in consideration of final approval of the proposed plat Rolling Green of Crystal located north of Soo Line Railroad right-of-way between Quail and Vera Cruz.

John Croucher

Rose Braden 5315 - 53rd Ave. N.

Ed Thonander - 5409 - 53rd Ave. N.

- A. Moved by Councilmember _____ and seconded by Councilmember _____ to accept surety in the amount of \$334,000 from the Halley Land Corporation as a guaranty of faithful performance of certain work requirements as a condition of final approval of proposed plat Rolling Green of Crystal. Motion Carried.

Item No. 1 (continued)

B.

Moved by Councilmember HF and seconded by Councilmember Lu to enter into agreement with Halley Land Corporation for the purpose of guaranteeing faithful performance for certain work requirements as a condition of final approval of proposed plat Rolling Green of Crystal, and further, to authorize the Mayor and City Manager to sign such agreement. Motion Carried.

C.

Moved by Councilmember A and seconded by Councilmember Lu to adopt the following resolution, the reading of which was dispensed with by unanimous consent:

RESOLUTION NO. 83-

RESOLUTION APPROVING PLAT

By roll call and voting aye: HF, A, Lu, Me, _____, _____, _____; voting no: B, _____, _____, _____; absent, not voting: S, Ry, _____. Motion carried, resolution declared adopted.

Moved by Councilmember _____ and seconded by Councilmember _____ to (deny) (continue until _____ the discussion of) final approval of proposed plat Rolling Green of Crystal, as requested by the Halley Land Corporation. Motion Carried.

1a) A = C (- Lu, Me, B - HF)

over the line

- ✓ 2. The City Council considered a request from Village Builders for an extension of the completion of site improvements at the Nevada Court development.

Moved by Councilmember Lu and seconded by Councilmember HF to (grant) (deny) (continue until _____ the discussion of) authorization to extend the completion date for site improvements at the Nevada Court development until June 15, 1984. Motion Carried.

Lu, HF, Lu
A, B, Me - HF, Lu

A = B - HF, Lu, Me - HF, Lu

- ✓ 3. The City Council considered a request from Village Builders, Inc., for a sign variance as to size for Nevada Court development.

A. Moved by Councilmember ~~B~~ and seconded by Councilmember _____ to set 7:00 P.M., or as soon thereafter as the matter may be heard, November 15, 1983, as the time and date for a public hearing, at which time the City Council will sit as a Board of Adjustments and Appeals, to consider a request from Village Builders, Inc., for a sign variance as to size for the Nevada Court development. Motion Carried.

✓ B. Moved by Councilmember Lu and seconded by Councilmember B to grant authorization, pursuant to Section 406.30 of the Crystal City Code, to vary or modify the strict application of Section 406.25, for a variance of 26 sq. ft. (4 sq. ft. allowed) for a sign at 3351 Nevada Court, as requested in Sign Application #S83-6 by Village Builders, Inc.

Motion Carried.

Moved by Councilmember _____ and seconded by Councilmember _____ to (deny) (continue until _____ the discussion of) Sign Variance #S83-6 to allow placement of a sign at 3351 Nevada Court. Motion Carried.

- ✓ 4. The City Council considered a request by Bill Mavity to speak to the Council regarding parking requirements for the Crystal Lounge.

Bill Mavity & Steven Weissman - Crystal Lounge

- ✓ 5. The City Council considered bids for a one to one and one-half (1 to 1-1/2) ton steel roller.

Moved by Councilmember H and seconded by Councilmember B to adopt the following resolution, the reading of which was dispensed with by unanimous consent:

RESOLUTION NO. 83-

RESOLUTION AWARDDING BID

By roll call and voting aye: _____, _____, _____, _____, _____, _____, _____; voting no: _____, _____, _____, _____; absent, not voting: _____, _____, _____. Motion carried, resolution declared adopted.

Moved by Councilmember _____ and seconded by Councilmember _____ to (deny) (continue until _____ the discussion of) consideration of bids for a 1 to 1-1/2 ton steel roller. Motion Carried.

- ✓ 6. The City Council considered bids for a trailer.

Moved by Councilmember A and seconded by Councilmember H to adopt the following resolution, the reading of which was dispensed with by unanimous consent:

RESOLUTION NO. 83-

RESOLUTION AWARDDING BID

By roll call and voting aye: _____, _____, _____, _____, _____, _____, _____; voting no: _____, _____, _____, _____; absent, not voting: _____, _____, _____. Motion carried, resolution declared adopted.

Moved by Councilmember _____ and seconded by Councilmember _____ to (deny) (continue until _____ the discussion of) consideration of bids for a trailer. Motion Carried.

- ✓ 7. The City Council considered a resolution ordering the abatement of unsanitary, unsafe and hazardous conditions at 4849 Xenia Avenue North and authorizing the Mayor and City Manager to enter such order.

*Tom Heenan
Sanitarian*

Moved by Councilmember B and seconded by Councilmember A to adopt the following resolution, the reading of which was dispensed with by unanimous consent:

RESOLUTION NO. 83-

RESOLUTION ORDERING THE ABATEMENT OF UNSANITARY,
UNSAFE, AND HAZARDOUS CONDITIONS EXISTING AT
4849 XENIA AVENUE NORTH IN THE CITY OF CRYSTAL
AND AUTHORIZING AND DIRECTING THE MAYOR
AND CITY MANAGER TO ENTER AN ORDER WITH
RESPECT TO THIS HAZARDOUS AND DANGEROUS BUILDING.

By roll call and voting aye: _____, _____, _____, _____, _____, _____, _____; voting
no: _____, _____, _____, _____; absent, not voting: _____, _____, _____. Motion
carried, resolution declared adopted.

Moved by Councilmember _____ and seconded by Councilmember _____ to (deny)
(continue until _____ the discussion of) a resolution ordering the
abatement of unsanitary, unsafe and hazardous conditions at 4849 Xenia Avenue North,
and authorizing the Mayor and City Manager to enter such order. Motion Carried.

- ✓ 8. The City Council considered the release of surety for Jiffy Lube, 5273 West Broadway.

Moved by Councilmember H and seconded by Councilmember B to accept
the work required as a condition of building permit approval for Jiffy Lube located at
5273 West Broadway, subject to guaranty provisions of the agreement of this date, and
that the cashier's check in the amount of \$9,000 be released, subject to said guaranty,
as recommended by the City Engineer. Motion Carried.

- ✓ 9. The City Council considered release of surety for Crystal Family Restaurant, 5518 Lakeland Avenue North.

Moved by Councilmember B and seconded by Councilmember A to accept the work required as a condition of building permit approval for Crystal Family Restaurant, located at 5518 Lakeland Avenue North, subject to guaranty provisions of the agreement of this date, and that the letter of credit of Northeast State Bank No. 08-82 in the amount of \$8,500 be released, subject to said guaranty, as recommended by the City Engineer. Motion Carried.

- ✓ 10. The City Council considered the Second Reading of an ordinance amendment regarding variances on corner lots.

Moved by Councilmember H and seconded by Councilmember L to adopt the following ordinance:

ORDINANCE NO. 83-14

AN ORDINANCE RELATING TO ZONING; CERTAIN NON-CONFORMING
USES; AMENDING CRYSTAL CITY CODE, APPENDIX I (ZONING)
SUBSECTION 515.55, BY ADDING A SUBDIVISION.

and further, that this be the second and final reading.

Motion Carried.

Moved by Councilmember _____ and seconded by Councilmember _____ to (disapprove) (continue until _____ the discussion of) the Second Reading of an ordinance amendment regarding variances on corner lots.

Motion Carried.

11. The City Council considered a request from the Human Relations Commission to waive the fees for handicapped persons to obtain a building permit for handicap improvements to homes.

B=A
11/1/83 H.R.C. 11/1/83
my

11/1/83
my

12. The City Council considered the Second Reading of an ordinance amendment increasing salaries for City Councilmembers and establishing a per diem payment.

Moved by Councilmember A and seconded by Councilmember B to adopt the following ordinance:

ORDINANCE NO. 83-15

ORDINANCE RELATING TO COMPENSATION OF MEMBERS OF THE
 CITY COUNCIL; AMENDING CRYSTAL CITY CODE, SECTION 210;
 REPEALING SUBSECTION 210.03.

~~and further, that this be the second and final reading.~~

Motion Carried.

Moved by Councilmember _____ and seconded by Councilmember _____ to (disapprove) (continue until _____ the discussion of) the Second Reading of an ordinance amendment increasing salaries for City Council members and establishing a per diem payment.

Motion Carried.

- ✓ 13. The City Council considered setting a special Council meeting for the canvass of the November 8, 1983, City General Election.

6:30 ^{wed.} Moved by Councilmember Lu and seconded by Councilmember A to set ~~7:00~~ P.M., or as soon thereafter as the matter may be heard, November 9, 1983, as the time and date for the City Council to consider the canvass of the November 8, 1983, City General Election. Motion Carried.

- ✓ 14. The City Council considered the resignation of Glenn Ferguson from the Tri-City Airport Commission.

Moved by Councilmember B and seconded by Councilmember A to accept the resignation of Glen Ferguson from the Tri-City Airport Commission, and further, to direct the City Manager to send him a letter of thanks and appreciation. Motion Carried.

- ✓ 15. The City Council considered setting a public hearing to consider a variance of 1200 sq. ft. in the minimum lot size to allow the construction of a garage at 5008 Fairview Avenue North, as requested by Charles Nichols, Jr.

Moved by Councilmember A and seconded by Councilmember B to set 7:00 P.M., or as soon thereafter as the matter could be heard, November 15, 1983, as the time and date for a public hearing, at which time the City Council will sit as a Board of Adjustments and Appeals, to consider a request from Charles Nichols, Jr. for a variance to construct a garage at 5008 Fairview Avenue North.

Motion Carried.

Moved by Councilmember H and seconded by Councilmember B to approve
the list of license applications. Motion Carried.

Moved by Councilmember A and seconded by Councilmember H to adjourn
the meeting. Motion Carried.

APPLICATION FOR LICENSE

November 1, 1983

GARBAGE AND REFUSE HAULER (\$16.50 one additional truck)

Randy's Sanitation, Delano, Minnesota

FOOD ESTABLISHMENT (\$110.00 1st facility \$27.50 ea. addnl)

Rax Restaurant, 6817 Bass Lake Road

CHRISTMAS TREE LOT - \$30.25

Tim Kaul with Lakewinds Nursery & Landscaping
Tree Lot located at 5553 West Broadway

PLUMBING - \$30.25

B.J. & M. Plumbing & Heating Incorporated

GAS FITTERS - \$30.25

B.J. & M. Plumbing & Heating Incorporated

October 28, 1983

Dear Councilmembers:

Although we have 14 items for Tuesday night's agenda, many of them are non-controversial and should only take a moment of your time.

The Council meeting should go as follows:

The minutes of the regular meeting of October 18, 1983 and the minutes of the Special meeting of October 25, 1983, are enclosed for your review.

ITEM

SUPPORTING DATA

1. Consideration of accepting surety, entering into agreement for work requirements as a condition of plat approval and consideration of final approval of the proposed plat Rolling Green of Crystal located north of Soo Line Railroad right-of-way between Quail and Vera Cruz.

None.

As of this writing, we do not have anything from Halley Land or the bank. We anticipate that we will get it either Monday or Tuesday, although I haven't talked to anybody from either company.

2. Consideration of a request from Village Builders for an extension of the completion of site improvements at the Nevada Court development.

Copy of letter from City Engineer dated 10/25/83.

I call your attention to Bill's letter. It would seem there is no problem with extending their completion time.

3. Consideration of a request from Village Builders, Inc., for a sign variance as to size for Nevada Court development.

Copy of application and drawing of proposed sign.

Don Peterson will have a transparency which will show the location of the sign. The ordinance does not absolutely require a public hearing for this type of variance, but

because of the controversial nature of this property, you may wish to set a public hearing prior to making a decision.

4. Consideration of a request by Bill Mavity to speak to the Council regarding parking requirements for the Crystal Lounge. Letter from Mr. Mavity of 10/11; parking lease agreement; Memo from Bill Sherburne of 10/12; memo from Don Peterson of 10/13; letter from Tom Heenan of 10/13; letter from Bill Mavity of 10/26/83.
5. Consideration of bids for a 1 to 1-1/2 ton steel roller. Copy of bid tabulation.
6. Consideration of bids for a trailer. Copy of bid tabulation.

I think these bids are self-explanatory. Any detailed questions can be answered Tuesday evening by staff.

7. Consideration of a resolution ordering the abatement of unsanitary, unsafe and hazardous conditions at 4849 Xenia Ave. N., and authorizing Mayor and City Manager to enter such order. Letter from City Attorney of 10/12; letter from Santarian of 10/17; letter from City Attorney's office of 10/24; copy of suggested resolution.

This is an attempt by resolution to clean up the remaining problems at the Gustafson house. Please read all the information provided so that you understand it thoroughly before we take any action.

8. Consideration of the release of surety for Jiffy Lube, 5273 West Broadway. Copy of letter from City Engineer dated 10/26/83.
9. Consideration of release of surety for Crystal Family Restaurant, 5518 Lakeland Ave. N. Copy of letter from City Engineer dated 10/26/83.

I believe Items #8 and #9 are self-explanatory.

10. Consideration of the Second Reading of an ordinance amendment regarding variances on corner lots. Copy of ordinance amendment.
11. Consideration of a request from the Human Relations Commission to waive the fees for handicapped persons to obtain a building permit for handicap improvements to homes. Copy of a letter from Human Relations Commission of 10/17.
12. Consideration of the Second Reading of an ordinance amendment increasing salaries for City Council members and establishing a per diem payment. Copy of ordinance amendment.

13. Consideration of setting a Special Council meeting for the canvass of the November 8, 1983, City General Election. None.

The law provides that the votes must be canvassed within 48 hours so that the Council does have the choice of holding the meeting November 9 or 10th. Either one would be all right with staff, but there is an HRA meeting at 7:30 P.M. on the 10th. Even so, if that were the best night for the Council, the canvassing of the vote should not take over a half hour, between 7 and 7:30, so one meeting would not necessarily conflict with the other.

14. Consideration of the resignation of Glenn Ferguson from the Tri-City Airport Commission. Copy of letter of resignation.

The only other information I have for you for this meeting is a copy of the Human Relations Commission minutes of October 24, 1983, and a letter the Mayor received from Lyall Schwarzkopf, President of the International Institute of Municipal Clerks, regarding the accomplishments of Delores Ahmann.

See you Tuesday night. Have a good weekend.

J A C K

da
enc.

APPLICATION FOR LICENSE

November 1, 1983

GARBAGE AND REFUSE HAULER (\$16.50 one additional truck)

Randy's Sanitation, Delano, Minnesota

FOOD ESTABLISHMENT (\$110.00 1st facility \$27.50 ea. addnl)

Rax Restaurant, 6817 Bass Lake Road

CHRISTMAS TREE LOT - \$30.25

Tim Kaul with Lakewinds Nursery & Landscaping
Tree Lot located at 5553 West Broadway

PLUMBING - \$30.25

B.J. & M. Plumbing & Heating Incorporated

GAS FITTERS - \$30.25

B.J. & M. Plumbing & Heating Incorporated

JOA
DUE DATE: NOON, WEDNESDAY
OCTOBER 26, 1983

MEMO TO: John T. Irving, City Manager
FROM: John A. Olson, Assistant City Manager

ACTION NEEDED MEMO: From the October 18, 1983, Council Meeting

The items listed below are the actions requested by the City Council at their regular Council meeting of October 18, 1983. These items should be taken care of by noon, Wednesday, preceding the next regularly scheduled Council meeting and returned to the Assistant City Manager for his review.

<u>DEPARTMENT</u>	<u>ITEM</u>
BLDG. DEPT.	1. Public hearing to consider a request for a variance at 6521 Brentwood Avenue North. ACTION NEEDED: Notify applicant of Council approval. ACTION TAKEN: Applicant present at meeting.
BLDG. DEPT.	2. Public hearing to consider a request for a variance at 3949 Georgia Avenue North. ACTION NEEDED: Notify applicant of Council approval ACTION TAKEN: Applicant present at meeting.
ASST. CITY MGR.	3. Consideration of accepting surety, entering into agreement for work requirements as part of plat approval and final approval of proposed plat Rolling Green of Crystal. ACTION NEEDED: Place item on agenda for Special Meeting on October 25, 1983. ACTION TAKEN: Placed on 10-25-83 agenda. Continued until 11-1-83.
CITY ENGINEER	4. Consideration of final approval of proposed plat Stoneburner Addition located between Adair and Zane north of 34th Avenue. ACTION NEEDED: Notify applicant of Council approval. ACTION TAKEN: Resolution certified 10-9-83.

<u>DEPARTMENT</u>	<u>ITEM</u>	
CITY MANAGER	5.	<p>Consideration of request from Bill Mavity representing Steven Weisman regarding Sunday liquor, restaurant licenses and parking requirements at the Crystal Lounge.</p> <p>ACTION NEEDED: Applicant did not appear. Call to determine if he will be at the next regular meeting.</p> <p>ACTION TAKEN: Mr. Mavity contacted and asked to write a letter indicating when he would want to appear before the Council.</p>
CITY MANAGER CITY ENGINEER	6.	<p>Consideration of correspondence from Hennepin County regarding traffic signal at County Road 9 and Hampshire Avenue.</p> <p>ACTION NEEDED: Determine cost of installation and investigate source of funds for project.</p> <p>ACTION TAKEN: Cost determined to be approximately \$80,000. Source of funds not yet determined.</p>
ASST. CITY MGR.	7.	<p>Consideration of variance procedures on corner lots.</p> <p>ACTION NEEDED: First Reading held. Place Second Reading of ordinance on November 1, 1983 Council Agenda.</p> <p>ACTION TAKEN: Second Reading placed on 11-1-83 Council agenda.</p>
CITY ATTORNEY		<p>ACTION NEEDED: Prepare wording for ordinance prior to next meeting.</p> <p>ACTION TAKEN: Ordinance wording prepared.</p>
ASST. CITY MGR.	8.	<p>Consideration of City Council salary increases.</p> <p>ACTION NEEDED: Place Second Reading of Ordinance on November 1, 1983 Council Agenda.</p> <p>ACTION TAKEN: Second Reading placed on 11-1-83 Council agenda.</p>
CITY ATTORNEY		<p>ACTION NEEDED: Prepare ordinance language to include salary increases and per diem.</p> <p>ACTION TAKEN: Salary increases and per diem included in ordinance.</p>

Item 8 (continued)

<u>DEPARTMENT</u>	<u>ITEM</u>	
FINANCE DIRECTOR	8.	<p>ACTION NEEDED: Make note of Council changes in salary for 1984. Councilmembers: \$4,450; Mayor: \$5,800 annually.</p> <p>ACTION TAKEN: Changes in salary noted.</p>
FINANCE DIRECTOR		<p>ACTION NEEDED: Set up procedure to include per diem for councilmembers.</p> <p>ACTION TAKEN: Per diem procedure to be established after Second Reading.</p>
ASST. CITY MGR.		<p>ACTION NEEDED: Forward recommendation of Council that HRA provide for a \$35.00 per meeting per month, the maximum of two meetings per diem amount.</p> <p>ACTION TAKEN: Item to be placed on 11-10-83 HRA meeting.</p>
POLICE CHIEF	9.	<p>Consideration of purchase of radios through Richfield bid.</p> <p>ACTION NEEDED: Proceed to purchase radios through use of PIR funds.</p> <p>ACTION TAKEN: Mobile radios ordered 10-26-83 to be in place 10-22-83.</p>
FINANCE DIRECTOR		<p>ACTION NEEDED: Note incumbrance of \$28,404 out of PIR, Part B.</p> <p>ACTION TAKEN: Incumbrance from PIR, Part B noted.</p>
ASST. CITY MGR.		<p>ACTION NEEDED: Note that payback will start in 1985 budget for Police Department.</p> <p>ACTION TAKEN: Item placed in 1985 Budget folder.</p>
CITY CLERK	10.	<p>Licenses.</p> <p>ACTION NEEDED: Issue licenses.</p> <p>ACTION TAKEN: Licenses issued.</p>

TENTATIVE AGENDA

FOR THE NOVEMBER 1, 1983, COUNCIL MEETING

1. Minutes of the regular meeting of October 18, 1983.
2. Minutes of the Special meeting of October 25, 1983.

<u>ITEM</u>	<u>SUPPORTING DATA</u>	<u>COMMENTS</u>
1. Consideration of accepting surety, entering into agreement for work requirements as a condition of plat approval and consideration of final approval of the proposed plat Rolling Green of Crystal located north of Soo Line Railroad right-of-way between Quail and Vera Cruz.	None	Item has been continued from previous two meetings.
2. Consideration of a request from Village Builders for an extension of the completion of site improvements at the Nevada Court Development.	Copy of letter from City Engineer dated 10-25-83.	None
3. <i>3012 Dec</i> 4. <i>4 Bilmarinity</i> 5-3. Consideration of bids for a 1-1/2 ton roller.	Copy of bid tabulation	None
6. 4. Consideration of bids for a trailer.	Copy of bid tabulation	None
7 5. Consideration of a resolution ordering the abatement of unsanitary, unsafe and hazardous conditions at 4849 Xenia Avenue North and authorizing Mayor and City Manager to enter such order.	Letter from City Engineer <i>Att</i> dated 10-12-83; letter from Sanitarian dated 10-17-83, <i>Res</i> and letter from City Attorney's office to City Manager dated 10-24-83.	None
8 -6. Consideration of the release of surety for Jiffy Lube, 5273 West Broadway.	Copy of letter from City Engineer dated 10-26-83.	None
9 7. Consideration of release of surety for the Crystal Family Restaurant, 5518 Lakeland Avenue North.	Copy of letter from City Engineer dated 10-26-83.	None

Tentative Agenda - Page 2

<u>ITEM</u>	<u>SUPPORTING DATA</u>	<u>COMMENTS</u>
10 8. Consideration of Second Reading of an ordinance regarding variances on corner lots.	Copy of ordinance.	None
11 9. Consideration of a request from the Human Relations Commission to waive the fees for handicapped persons to obtain a building permit for handicap improvements to homes.	Copy of letter from Human Relations Commission dated 10-17-83.	None
12 10. Consideration of ^{Second Reading of an} ordinance increasing salaries for City Council members and establishing a per diem payment.	Copy of ordinances.	None
13 11. Consideration of setting a Special Council meeting for the canvass of the November 8, 1983 Council election.	None	Could set November 9 or November 10, 1983 as date for canvass.
14 12. Consideration of the resignation of Glen ² Ferguson from the Tri-City Airports Commission. <i>Manning</i>	Copy of letter of resignation dated 9-15-83.	None

INFORMATIONAL ITEMS:

1. Human Relation Commission minutes of 10-²~~14~~-83.
o 2 e

RESOLUTION RELATING TO BUILDING PERMIT FEES AND
VARIANCE FEES FOR CERTAIN BUILDING IMPROVEMENTS
FOR THE HANDICAPPED.

BE IT HEREBY RESOLVED by the City Council of the City of
Crystal as follows:

1. This Council has received a request from the
Human Relations Commission of the City of Crystal that
building permit fees and variance fees be waived by the
City for building improvements to residential structures
made solely for the benefit of handicapped residents in
the building.

2. The City Council finds and determines that it
is necessary and desirable to the sound management of the
City and the interests of its handicapped citizens that
building permit fees and variance fees for improvements
to existing residential structures in the City be waived
to the extent permitted by law.

3. The City Manager is authorized and directed to
carry out the purpose and intent of this resolution.

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION ORDERING THE ABATEMENT OF UNSANITARY, UNSAFE, AND HAZARDOUS CONDITIONS EXISTING AT 4849 XENIA AVENUE NORTH IN THE CITY OF CRYSTAL AND AUTHORIZING AND DIRECTING THE MAYOR AND CITY MANAGER TO ENTER AN ORDER WITH RESPECT TO THIS HAZARDOUS AND DANGEROUS BUILDING.

WHEREAS, the Public Health Sanitarian for the City of Crystal has made a written report to the City Council relative to the condition of the structure at 4849 Xenia Avenue North, Crystal, Minnesota, which structure is deemed by said Public Health Sanitarian to be in an unsanitary, unsafe, hazardous and dangerous condition; and

WHEREAS, in said report the Public Health Sanitarian has recommended that proceedings be commenced for the abatement, correction, razing or removal of said structure and hazardous conditions pursuant to applicable statutes of the State of Minnesota; and

WHEREAS, said report has been examined and considered by the City Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Crystal as follows:

1. That the unsanitary, unsafe, hazardous and dangerous conditions existing at 4849 Xenia Avenue North, Crystal, Minnesota, be abated or corrected in the manner described by the report of the Public Health Sanitarian.
2. That the Mayor and City Manager of the City of Crystal are authorized and directed to enter an Order directed to the owner of the premises at 4849 Xenia Avenue North, Crystal, Minnesota and to all lien holders of record which Order shall direct owner and lien holders to correct, raze or remove the building thereon.
3. The City Attorney is authorized and directed to cause said Order to be served upon the owners of record of said building, or their agents, upon any occupants therein and to proceed with the enforce-

ment of said Order all as provided in Minn. Stat. §463.15-463.26 (1982).

Date

Mayor

ATTEST: _____

Clerk

The motion for the adoption of the foregoing resolution was duly seconded by member _____, and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

September 15, 1983

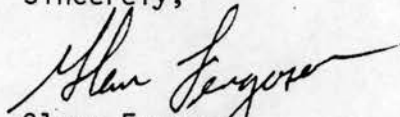
Mr. Pete Meisma, Mayor
City of Crystal

Dear Mr. Mayor:

This is to tender my resignation, effective immediately, as one of the resident representatives from the City of Crystal to the Tri-City Airport Commission. My company has offered, and I have accepted, a transfer to Sacramento, California.

I wish to thank you and the Council for the opportunity to represent the City.

Sincerely,

A handwritten signature in cursive script, appearing to read "Glenn Ferguson", written in dark ink.

Glenn Ferguson
6301 61st Avenue No.
Crystal, MN 55428

October 17, 1983

To: Mr. John T. Irving, City Manager, City of Crystal.

From: Human Relations Commission

It has come to the attention of the Human Relations Commission that a fee exists to obtain a building permit for disabled and handicapped persons to make their homes handicapped accessible, (through the use of ramps, etc.)

The Human Relations Commission requests that the City Council, working in conjunction with the City Manager act on waiving this fee. It is also requested that a representative from these two parties meet at its earliest possible convenience to update the Human Relations Commission on any progress made in waiving this fee.

Sincerely,

Human Relations Commission,
City of Crystal.

October 25, 1983

Honorable Mayor & City Council
City of Crystal, MN

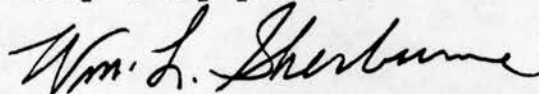
Re: Nevada Court Development
Extension of Completion

Dear Councilmembers:

The developers of the project at 3351 Nevada Ave. have requested that the completion date for the site improvements be extended to June 15, 1984. They cite adverse weather for causing a delay in completion of the work.

An extension of time to June 15, 1984 will coincide with the completion date for the adjacent 12 units. It is recommended that the completion date be extended to June 15, 1984.

Very truly yours,

A handwritten signature in dark ink, appearing to read "Wm. L. Sherburne". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

William L. Sherburne, P.E.
City Engineer

WLS/mb

cc: Village Builders

October 26, 1983

John T. Irving
City Manager
City of Crystal, MN

Re: Steel Roller Bids
October 26, 1983

Dear Mr. Irving:

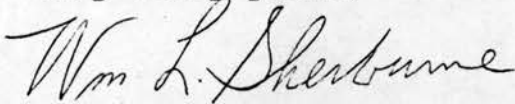
The sealed bids received for the purchase of a 1-1½ ton steel roller were checked for completeness and compliance with the specifications.

The tabulation is as follows:

Road Machinery & Supplies Co.	37	\$4771.00
Ruffridge Johnson Equipment Co., Inc.		\$5263.00
Case Power and Equipment	46 50	\$5883.00

It is recommended that the purchase be awarded to Road Machinery & Supplies Co. in the amount of \$4771.00.

Very truly yours,


William L. Sherburne, P.E.
City Engineer

WLS/mb

October 26, 1983

John T. Irving
City Manager
City of Crystal, MN

Re: Trailer Bids
October 26, 1983

Dear Mr. Irving:


The sealed bids received for the purchase of a trailer were checked for completeness and compliance with the specifications.

The tabulation is as follows:

Case Power and Equipment	\$1784.00
Ruffridge Johnson Equipment Co., Inc.	\$1870.00
Road Machinery & Supplies Co.	\$2160.00

It is recommended that the purchase be awarded to Case Power and Equipment in the amount of \$1784.00.

Very truly yours,


William L. Sherburne, P.E.
City Engineer

WLS/mb

LeFevere
Lefler
Kennedy
O'Brien &
Drawz

A Professional
Association

2000 First Bank Place West
Minneapolis
Minnesota 55402

Telephone 612-333-0543

Clayton L. LeFevere
Herbert P. Lefler
J. Dennis O'Brien
John E. Drawz
David J. Kennedy
John B. Dean
Glenn E. Purdue
Richard J. Schieffer
Charles L. LeFevere
Herbert P. Lefler III
Jeffrey J. Strand
Mary J. Bjorklund
John G. Kressel
Dayle Nolan
Cindy L. Lavorato
Michael A. Nash
Luke R. Komarek
Joan N. Erickson
Elizabeth D. Moran
Brian F. Rice
Lorraine S. Clugg
James J. Thomson, Jr.

October 12, 1983

Mr. Tom Heenan
City of Crystal
4141 Douglas Drive North
Crystal, Minnesota 55422

Re: Gustafson Clean-Up

Dear Tom:


I am enclosing twelve copies of a proposed resolution which approves clean-up of the Gustafson residence. As we discussed, you should prepare a report which outlines all of the conditions which constitute a fire hazard, or a hazard to public safety or health at that residence. Your report should also indicate what actions are necessary to abate the hazardous conditions, and should recommend that proceedings be commenced pursuant to Minn. Stat. §463.15-463.26 (1982) to ensure clean-up. The enclosed resolution should be sent, along with your report, to all council members for their review prior to the next council meeting.

After the resolution is passed, I will prepare an order for abatement and if the Gustafsons do not comply with that order by correcting all hazardous conditions within a reasonable amount of time, we will obtain the court's approval for clean-up by the city.

As you and other staff members work on this case, please keep track of your time. At the end of the clean-up process, I will attempt to recover costs associated with your time, as well as my own time.

Thanks for your help on this matter. I will be in touch again soon.

Sincerely yours,


Cindy L. Lavorato

CLL/cd
Enclosures

MEMORANDUM

TO: John T. Irving, City Manager
FROM: Thomas L. Heenan, Supervising Sanitarian TCH
RE: 4849 Xenia Avenue North - Gustafson Residence
DATE: October 17, 1983

On September 14, 1983, Don Peterson, Building Inspector; Bill Barber, Asst. Building Inspector; Charles Wilson, Administrative Assistant; and I conducted a housing inspection at 4849 Xenia Avenue North, Crystal, Minnesota. The structure must be considered hazardous, unsanitary and unsafe to occupy until the following violations are abated.

Plumbing

1. Well is not functional, a safe water supply must be provided to the residence.
2. Provide a functional toilet.
3. Repair leaking plumbing in basement.
4. Remove and properly reroute plumbing for old water softener.
5. Replace leaking kitchen faucets.
6. Replace trap on bathroom sink.
7. Provide working basement floor drain and operational backwater valve.

Heating

1. Clean, check furnace and repair broken heating ductwork.
2. Provide makeup air for furnace and water heater.

Electrical

1. Replace broken kitchen ceiling light.
2. Replace non-operational light switches and outlets.
3. Repair or replace entry light fixtures.
4. Provide two UL listed smoke detectors.
5. Replace or repair basement ceiling light fixtures.

Gas

1. Remove defective gas range and cap gas outlet to eliminate the gas leak (currently temporarily shut off).

John T. Irving
Re: 4849 Xenia Ave. No.
October 17, 1983

Page 2

Structure

1. Provide hand rails on basement stairs.
2. Replace broken window glass.
3. Re-roof building and replace rotted roof boards.
4. Repair sheetrock that is unsecured to kitchen ceiling.
5. Provide emergency egress window for basement bedroom or discontinue use as a habitable room.
6. Regrade area around house and repair gutters and downspouts to prevent water seepage into basement.

TLH:jt

LeFevere
Lefler
Kennedy
O'Brien &
Drawz

A Professional
Association

2000 First Bank Place West
Minneapolis
Minnesota 55402

Telephone 612-333-0543

October 24, 1983

Clayton L. LeFevere
Herbert P. Lefler
J. Dennis O'Brien
John E. Drawz
David J. Kennedy
John B. Dean
Glenn E. Purdue
Richard J. Schieffer
Charles L. LeFevere
Herbert P. Lefler III
Jeffrey J. Strand
Mary J. Bjorklund
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Dayle Nolan
Cindy L. Lavorato
Michael A. Nash
Luke R. Komarek
Joan N. Erickson
Elizabeth D. Moran
Brian F. Rice
Lorraine S. Clugg
James J. Thomson, Jr.

Mr. John T. Irving
City Manager
City of Crystal
4141 Douglas Drive North
Crystal, MN 55422

Re: Clean-up of Gustafson Property

Dear Mr. Irving:

My name is Cindy Lavorato and I am an attorney with Dave Kennedy's office. Dave has asked me to help out on the clean-up of the Gustafson property which is located at 4849 Xenia Avenue North. As you are no doubt aware, Mr. Tom Heenan has concluded that the property is hazardous and has recommended that the hazardous condition be abated pursuant to state law. As I understand it, the Crystal city council will consider Mr. Heenan's recommendation at its next regular meeting. To facilitate discussion and resolution of this issue, I have asked Mr. Heenan to prepare a memorandum which would indicate the problems at the Gustafson residence, and what needs to be done to abate the hazardous condition. I have also prepared a proposed resolution which authorizes the city and the city attorney to proceed to abate the hazardous condition.

I am enclosing a copy of both Mr. Heenan's memorandum and a proposed resolution for your information. These same documents are being sent to all city council members for their review as well.

If you have any questions regarding this matter, please do not hesitate to contact me. I look forward to working with you in the future.

Sincerely yours,

Cindy Lavorato
Cindy L. Lavorato

CLL/~~CLP~~
Enclosures

October 26, 1983

Honorable Mayor & City Council
City of Crystal, MN


Re: Surety Release
Jiffy Lube
5273 West Broadway

Dear Councilmembers:

The work required to be performed as a condition of building permit approval for the above captioned development has been completed to conform to the standards of the City of Crystal.

It is recommended that the work be accepted by the City of Crystal, subject to the guarantee provisions of the agreement effective this date, and that the Cashier's Check in the amount of \$9,000 be released, subject to said guarantee.

Very truly yours,


William L. Sherburne, P.E.
City Engineer

WLS/mb

cc: John T. Irving, City Manager
Don Peterson, Building Inspector
Charles Russell

October 26, 1983

Honorable Mayor & City Council
City of Crystal, MN

Re: Surety Release
Crystal Family Restaurant
5518 Lakeland Ave.

Dear Councilmembers:

The work required to be performed as a condition of building permit approval for the above captioned development has been completed to conform to the standards of the City of Crystal.

It is recommended that the work be accepted by the City of Crystal, subject to the guarantee provisions of the agreement effective this date, and that the Letter of Credit of Northeast State Bank No. 08-82 in the amount of \$8,500 be released, subject to said guarantee.

Very truly yours,



William L. Sherburne, P.E.
City Engineer

WLS/mb

cc: John T. Irving, City Manager
Don Peterson, Building Inspector
Sol Fisher

The International Institute of Municipal Clerks

160 N. ALTADENA DRIVE • PASADENA, CALIF. 91107 • PHONE (213) 795-6153

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Middletown, Ohio 45042

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Rehoboth, Massachusetts 02769

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Municipal Clerk, Municipal Building
East Windsor, New Jersey 08520

Charles C. Maxwell, CMC
Secretary-Treasurer, 2 Jefferson Court
Brookville, Pennsylvania 15825

Charlotte Lunz, CMC
City Clerk, City Hall
Pompano Beach, Florida 33060

Barbara A. Dunaway, CMC
City Clerk, City Hall
Eloy, Arizona 85231

...

Thomas M. Redanauer, CMC
Immediate Past President
Borough Clerk, Municipal Bldg.
Barrington, New Jersey 08007

John J. Hunnewell, CAE
Executive Director

Lois Anderson
Assistant Director

October 22, 1983

The Honorable Peter E. Meintsma
Mayor
City of Crystal
4141 Douglas Drive North
Crystal, Minnesota 55422

Dear Mayor Meintsma,

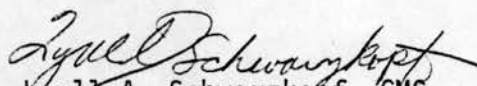
On behalf of the International Institute of Municipal Clerks, it gives me great pleasure to announce that Delores Ahmann has been awarded the designation of Certified Municipal Clerk.

This prestigious award recognizes the professional competency of Mrs. Ahmann in the execution of the most important office of City Clerk. It is granted only after a person has met high educational, experience, and service requirements established by the IIMC.

This accomplishment attests to the quality and competency of the public officials serving your community. It indeed is a high honor and deserves the widest dissemination.

We are pleased to have a person of Mrs. Ahmann's professional capabilities as a member of the International Institute of Municipal Clerks.

Sincerely,


Lyall A. Schwarzkopf, CMC
President, IIMC

LAS:clh

October 25, 1983

Honorable Mayor & City Council
City of Crystal, MN

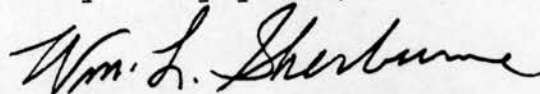
Re: Nevada Court Development
Extension of Completion

Dear Councilmembers:

The developers of the project at 3351 Nevada Ave. have requested that the completion date for the site improvements be extended to June 15, 1984. They cite adverse weather for causing a delay in completion of the work.

An extension of time to June 15, 1984 will coincide with the completion date for the adjacent 12 units. It is recommended that the completion date be extended to June 15, 1984.

Very truly yours,

A handwritten signature in dark ink, appearing to read "Wm. L. Sherburne". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

William L. Sherburne, P.E.
City Engineer

WLS/mb

cc: Village Builders