



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

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COUNCIL AGENDA

September 15, 1987

Pursuant to due call and notice thereof, the Regular meeting of the Crystal City Council was held on September 15, 1987, 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

P Langsdorf
P Rygg
P Moravec
P Smothers
P Aaker
P Leppa
P Herbes

Staff

P Olson
P Kennedy 7:03
P Monk
P Peterson
P Deno
P George

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

The City Council considered the minutes of the regular City Council meeting of September 1, 1987.

Moved by Councilmember Herbes and seconded by Councilmember Langs to
(approve) (approve, making the following exceptions: _____ to)
the minutes of the regular City Council meeting of September 1, 1987.

Motion Carried.

CONSENT AGENDA

1. Set 7:00 P.M., or as soon thereafter as the matter may be heard, October 6, 1987, as the date and time for a public hearing at which time the City Council will consider the 1988 City Budget and the 1988 Revenue Sharing Budget.
2. Set 7:00 P.M., or as soon thereafter as the matter may be heard, October 6, 1987, as the date and time for a public hearing at which time the City Council will sit as a Board of Adjustments & Appeals to consider a request from Ken & Pat Bressler for a 1) variance to expand a non-conforming use (non-conformity being lot is 90' deep, 100' required); 2) for a variance of 12' in the required 25' setback from an alley; 3) for a variance of 17' in the required 40' rear yard setback to build a 42' x 24' addition at 3540 Hampshire Avenue North.
3. Set 7:00 P.M., or as soon thereafter as the matter may be heard, October 6, 1987, as the date and time for a public hearing at which time the City Council will sit as a Board of Adjustments & Appeals to consider a request from Joel Franz for a variance of 2' in the side yard setback to add a garage at 8019 - 32nd Avenue North.
4. Set 7:00 P.M., or as soon thereafter as the matter may be heard, October 6, 1987, as the date and time for a public hearing at which time the City Council will sit as a Board of Adjustments & Appeals to consider a request from Tom and Linda Krampitz for a variance of 7'9" in the required 30' front yard setback to build a 9'6" x 8' addition to the kitchen at 5806 Hampshire Avenue North.
5. Set 7:00 P.M., or as soon thereafter as the matter may be heard, October 6, 1987, as the date and time for a public hearing at which time the City Council will sit as a Board of Adjustments & Appeals to consider a request from Michael Pohl for a variance to expand a non-conforming use (non-conformity being lot is 40' wide, 60' required) to build two additions (one-14' x 6' addition and one-12' x 16' addition) to the existing detached garage at 4226 Zane Avenue North.
6. Set 7:00 P.M., or as soon thereafter as the matter may be heard, October 6, 1987, as the date and time for a public hearing at which time the City Council will sit as a Board of Adjustments & Appeals to consider a request from Wallace Yahn for a variance of 2' in the required 5' side yard setback to build a 6' x 24' addition to the garage at 8017 - 33rd Place North.

7. Set 7:00 P.M., or as soon thereafter as the matter may be heard, October 6, 1987, as the date and time for a public hearing at which time the City Council will sit as a Board of Adjustments & Appeals to consider a variance to the side yard setback for the proposed elderly housing project on property at the intersection of 55th and Douglas Drive.
8. Set 7:00 P.M., or as soon thereafter as the matter may be heard, October 6, 1987, as the date and time for a public hearing at which time the City Council will sit as a Board of Adjustments & Appeals to consider a variance of the rear yard setback of Opsahl Addition located at the intersection of Bass Lake Road and 58th Avenue North.
9. Recognition of the receipt of \$2,000 from the Lions Club for final payment of the playground equipment for Soo Line Park.
10. Consideration of the resignation of Robert Langerud from the Environmental Commission.

Moved by Councilmember ~~Sm.~~ and seconded by Councilmember ~~Mer.~~ to remove items _____, _____, _____, _____, _____, _____, _____, _____, and _____ from the Consent Agenda.

Motion Carried.

Moved by Councilmember Sm. and seconded by Councilmember Mer. to approve the Consent Agenda.

Motion Carried.

1st reading in 60 days

REGULAR AGENDA

1. It being 7:00 P.M., or soon after as the matter may be heard, Mayor Aaker declared this was the date and time as advertised for a public hearing at which time the City Council will consider a resolution of intent to implement a Cooperative Refuse & Recycling Collection System in the City of Crystal. The Mayor asked those present to voice their opinions or ask questions concerning the resolution. Those present and heard were:

- Luther Nelson, Henn. Cty, Director of Dept. of Environment & Energy
- Julie Jones, Recycling Coordinator, 800 m
- Pauline Langsdorf, Recycling Committee, City Council
- John Morawiec, Recycling Committee, City Council
- Steven Lippe, " " "
- O - Harold O'Brien 6802-51st Place No.
- O - ~~Harold O'Brien~~, 3640 Georgian Ave. No.
- 4 - John Riggle 6600-44th Ave. No.
- B - Don Shew? ~~Shew~~ Sanitation
- Mary Jones 6802-36th Ave. No.
- Jim ~~Frankowski~~ Waste Mgmt. - ~~Gencauski~~
- F. McRandy ~~and~~ Raskowski, Randy's Sanitation
- Kevin Tritz, that Mrs. B.F.I.
- James Erickson, B.F.I.

 declared

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

RESOLUTION NO. 87-53

RESOLUTION OF INTENT TO IMPLEMENT A
COOPERATIVE REFUSE & RECYCLING COLLECTION SYSTEM
IN THE CITY OF CRYSTAL

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

Moved by Councilmember _____ and seconded by Councilmember _____ to (deny) (continue until _____ the discussion of) resolution regarding the intent to implement a Cooperative Refuse & Recycling Collection System in the City of Crystal. Motion Carried.

8 pm - News

8:10 PM. *recovered*

2. John Schaaf, HRA Chairperson, appeared before the City Council to give a report from the Crystal Housing & Redevelopment Authority regarding an amendment to the Bass Lake Road Becker Park Tax Increment District and to request the authorization to sell additional bonds for the district. *Also appearing and heard were:*

Steve Mac Gildray, Sprungsted, Inc.
Miles Johnson, Finance Director

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

RESOLUTION NO. 87-54

BUR
 RESOLUTION DISPERSING FUNDS FROM THE
 PERMANENT IMPROVEMENT REVOLVING FUND, PART B

\$419,800 } *transfer*
\$240,000 } *to TIF*
\$659,800 } *District*
\$266,000

By roll call and voting aye: *ALL*; 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 dispersing funds from the Permanent Improvement Revolving Fund, Part B.

bur
 Motion Carried.

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

RESOLUTION NO. 87-55

RESOLUTION RELATING TO THE BASS LAKE ROAD-
 BECKER PARK REDEVELOPMENT PROJECT AREA:
 CALLING A PUBLIC HEARING

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

Motion Carried, resolution declared adopted.

Moved by Councilmember _____ and seconded by Councilmember _____ to (deny) (continue until _____ the discussion of) resolution relating to the Bass Lake Road-Becker Park Redevelopment Project Area: Calling a Public Hearing.

Motion Carried.

Council Agenda

- 6 -

September 15, 1987

Dave's Resolution 87-56
Resolution Providing for
The Issuance and Sale of
#1, 870,000 General Obligation
Increment Bonds, Series
1987A.

- C. Moved by Councilmember Leppa and seconded by Councilmember Rygg to set October 20, 1987, as the date at which time the City Council will consider selling bonds for the Tax Increment Financing District for the Bass Lake Road-Becker Park Redevelopment Area in the City of Crystal.

Motion Carried.

Ray Mathis, 5756 Nevada

3. The City Council considered a private kennel license at 5817 Elmhurst Avenue North as requested by Sharon Hutchins.

Sharon Hutchins appeared + was heard.

Moved by Councilmember Herb. and seconded by Councilmember Rygg to (approve) (deny) (continue until _____ the discussion of) a private kennel license at 5817 Elmhurst Avenue North as requested by Sharon Hutchins.

Motion Carried.

4. The City Council considered a private kennel license at 4400 Adair Avenue North as requested by Jon and Dana Anderson.

Moved by Councilmember Herb. and seconded by Councilmember Lange to (approve) (deny) (continue until _____ the discussion of) a private kennel license at 4400 Adair Avenue North as requested by Jon and Dana Anderson.

Motion Carried.

5. The City Council considered the Second Reading of an Ordinance regarding the Civil Service System and discussion of the Civil Service Handbook.

Art Cunningham, Chair, Civil Service Commission

23 30 0 8 1/2 of 100 C.S. Sys -

H/S. 8 7 7 6 5

An original motion all ages

Moved by Councilmember Herke and seconded by Councilmember Imo to adopt the following ordinance:

ORDINANCE NO. 87-10

AN ORDINANCE AMENDING THE CIVIL SERVICE SYSTEM

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

Motion Carried.

Moved by Councilmember _____ and seconded by Councilmember _____ (deny) (continue until _____ the discussion of) an Ordinance amending the Civil Service System.

Motion Carried.

Who made motion
M/Leppa 1 2000
R/ amend 4 1 2000
Oct 6th allow staff to conduct a final review of the handbook.
Council 10/15/87
1 month from now
2nd

6. The City Council considered a building permit for Bass Lake Road Redevelopers to renovate 420 feet of canopy from 6316 to 6422 - 56th Avenue North.

Moved by Councilmember Herke and seconded by Councilmember Sm. to (approve) (deny) (continue until _____ the discussion of) building permit #8562 to renovate a canopy for 6316 to 6422 - 56th Avenue North.

Motion Carried.

Kennedy
advises
not
needed

7. The City Council considered a resolution regarding the Crystal Frolics Committee.

Don Toames, Crystal Frolics Committee
Ed Thonard 5409-53rd Ave. N.
C. E. ... Klein 4 1988 Frolics

Ry / Sm. ...
... Klein.
Sm. ... 2nd to ...
Mon 2nd ...
... Mor. Rygg
... w. parking lot of Becker Park & Sherman Ave.
... Lang.
... Baker

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

RESOLUTION NO. 87-

RESOLUTION REGARDING THE CRYSTAL FROLICS COMMITTEE

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) resolution regarding the Crystal Frolics Committee.

Motion Carried.

Sm/Lang
grant
... permission
... 11 B 1
... w. b.
... of Becker Park
Sherman
255th BLK
... Lang.
... Rygg
... Baker

- m/L.
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

ORDINANCE NO. 87-

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

Moved by Councilmember _____ and seconded by Councilmember _____ to (deny) (continue until _____ the discussion of) the Second Reading of an Ordinance regarding Community Service Officers.

6. 10. 1960
 10. 10. 1960

H/Sm. *[Handwritten signature]* - 22nd -

[Handwritten notes] is a R.R. by the ... citizen

[Handwritten notes] LRP ... 1st 50

[Handwritten notes] make 2 TF ... HRA

[Handwritten notes] 26 2/3 ... 1/2

[Handwritten notes] ~~Amended~~ ... 2 1/2

Moved by Councilmember *[Signature]* and seconded by Councilmember *[Signature]* to approve the list of license applications.

Motion Carried.

Moved by Councilmember *[Signature]* and seconded by Councilmember *[Signature]* to adjourn the meeting.

Motion Carried.

Meeting adjourned at 10:17 p.m.

APPLICATIONS FOR LICENSE
SEPTEMBER 15, 1987

LODGING - (\$45.00, 20 units)

Cosmopolitan Motel, 3431 Vera Cruz Ave. North
new owner: Pravin Bhakta

SIGN HANGERS - \$66.00

Jones Sign Co., Inc., 711 Hinkle Rd.
Lightening Lube, 5701 W. Broadway

DUE DATE: NOON, WEDNESDAY, SEPTEMBER 30, 1987

MEMO FROM: John A. Olson, Acting City Manager

ACTION NEEDED MEMO: From the September 15, 1987 Council Meeting

The items listed below are the actions requested by the City Council at their regular Council meeting of September 15, 1987. These items should be taken care of by noon, Wednesday, preceding the next regularly scheduled Council meeting and returned to the Acting City Manager for his review.

DEPARTMENT

ITEM

CONSENT AGENDA

- | | | |
|-----------------|----|---|
| CITY CLERK | 1. | Set public hearing for consideration of 1988 City Budget and Revenue Sharing Budget.
ACTION NEEDED: Publish notice of public hearing.
ACTION TAKEN: Notice was sent to Post prior to meeting, 9-3-87. |
| BLDG. INSPECTOR | 2. | Set public hearing to consider a request for a variance at 3540 Hampshire Ave. N.
ACTION NEEDED: Notify affected property owner; publish notice.
ACTION TAKEN: Notice was sent 9-22-87. |
| BLDG. INSPECTOR | 3. | Set public hearing to consider a request for a variance at 8019 - 32nd Ave. N.
ACTION NEEDED: Notify affected property owner; publish notice.
ACTION TAKEN: Notice was sent 9-22-87. |
| BLDG. INSPECTOR | 4. | Set public hearing to consider a request for a variance at 5806 Elmhurst Avenue North.
ACTION NEEDED: Notify affected property owner; publish notice.
ACTION TAKEN: Notice was sent 9-22-87. |

<u>DEPARTMENT</u>	<u>ITEM</u>	
BLDG. INSPECTOR	5.	Set public hearing to consider a request for a variance at 4226 Zane Ave. N. ACTION NEEDED: Notify affected property owner; publish notice. ACTION TAKEN: Notice was sent 9-22-87.
BLDG. INSPECTOR	6.	Set public hearing to consider a request for a variance at 8017 - 33rd Place North. ACTION NEEDED: Notify affected property owner; publish notice. ACTION TAKEN: Notice was sent 9-22-87.
BLDG. INSPECTOR	7.	Set public hearing to consider a request for a variance at the senior citizens housing project at 55th & Douglas Drive. ACTION NEEDED: Notify affected property owners; publish notice. ACTION TAKEN: Notice was sent 9-22-87.
BLDG. INSPECTOR	8.	Set public hearing to consider a request for a variance at Bass Lake Road & 50th Avenue N. ACTION NEEDED: Consider a preliminary plat and request for variance. ACTION TAKEN: Notification and publication in process.
PARK DEPARTMENT	9.	Recognition of receipt of \$2,000 from the Lions Club for Soo Lions Park. ACTION NEEDED: Send them letter of thanks. ACTION TAKEN: Letter sent 9-22-87.

<u>DEPARTMENT</u>	<u>ITEM</u>	
CITY CLERK	10.	<p>Consideration of the resignation of Robert Langerud from the Environmental Quality Commission.</p> <p>ACTION NEEDED: Post notice regarding vacancy.</p> <p>ACTION TAKEN: Notice posted and letter of thanks sent to Mr. Langerud, 9-17-87.</p>

REGULAR AGENDA

RECYCLING COORD.	1.	<p>Public hearing to consider resolution regarding the intent to implement a Cooperative Refuse & Recycling Collection System.</p> <p>ACTION NEEDED: Proceed with process to bring back to Council for an ordinance on Cooperative Refuse & Recycling Collection in 90 days.</p> <p>ACTION TAKEN: Recycling Committee working on next actions to be taken.</p>
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ACTING CITY MANAGER	2.	<p>Consideration of amendments to Bass Lake Road-Becker Park Tax Increment District and authorization to sell additional bonds.</p> <p>ACTION NEEDED: Notify consultant and attorney and proceed with necessary public hearings and actions to sell the bonds.</p> <p>ACTION TAKEN: Public hearings and actions in process.</p>
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HEALTH DEPART.	3.	<p>Consideration of a private kennel license at 5817 Elmhurst Ave. N.</p> <p>ACTION NEEDED: Notify applicant of Council approval, issue license.</p> <p>ACTION TAKEN: ACTION TAKEN?</p>
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HEALTH DEPART.	4.	<p>Consideration of a private kennel license at 4400 Adair Ave. N.</p> <p>ACTION NEEDED: Notify applicant of Council approval, issue license.</p> <p>ACTION TAKEN: ACTION TAKEN?</p>
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DEPARTMENT

ITEM

ACTING CITY
MANAGER

5. Consideration of Second Reading of an ordinance regarding the Civil Service System.
ACTION NEEDED: Review with department heads the proposed Civil Service handbook.
ACTION TAKEN: The department heads reviewed a handbook. Handbook returned to Council for 10-6-87 meeting.

CITY CLERK

ACTION NEEDED: Publish ordinance.
ACTION TAKEN: New wording for ordinance received from City Attorney and delivered for publishing 9-17-87.

BLDG. INSPECTOR

6. Consideration of a building permit for a 420 foot canopy from 6316 - 6422 56th Avenue N.
ACTION NEEDED: Notify applicant of Council approval.
ACTION TAKEN: Applicant present at meeting.

7. Consideration of a resolution regarding the Crystal Frolics Committee.
ACTION NEEDED: No action needed on resolution.
NOTE Council action authorizing use of Sherburne Avenue from 55th to Bass Lake Road for Carnival and parking for booths.

CITY ATTORNEY

8. Consideration of the Second Reading of an Ordinance regarding Community Service Officers.
ACTION NEEDED: Redraft ordinance to specify officers who can issue citations.
ACTION TAKEN: **IN PROCESS?**

PUBLIC WORKS
DIRECTOR

9. Consideration of report from the Public Works Director regarding outstanding sureties for site improvements.
ACTION NEEDED: Prepare update at the end of the year for Council review.
ACTION TAKEN: Letter sent to property owners with uncompleted site improvements to seek compliance before City takes more aggressive approach.

DEPARTMENT

ITEM

CITY CLERK

10.

Licenses

ACTION NEEDED: Prepare licenses.

ACTION TAKEN: Licenses issued.

Sent with Preliminary Agenda on 9/11/87

Council minutes of 9/1/87.

Planning Comm. Agenda for 9/14/87 meeting.

Notice of public hearing to adopt 1988 Budget & Revenue Sharing Budget for 1988.

Copy of check from Crystal Lions (\$2,000) for playground equipment at Soo Line Park (final).

Res. of intent to implement refuse & recycling coll.

Recycling subcommittee report re: curbside pickup.

Public Hearing info. sheet on above resolution.

Copy of letter from Peikert Sanitation of 8/18/87.

Copy of letter from Block Sanitation of 8/17/87.

Res. calling public hearing on Bass Lake Road TIFD.

Memo from Chair of HRA dated 9/11/87 re: Bass Lake Road/Becker Park TID.

Letter from Springsted, Inc. dated 9/11/87 re: GO Tax Increment Bonds - Bass Lake Rd./Becker Park.

Budget vs Actual report from Finance Director on City of Crystal Tax Increment District.

Negotiations of properties in BLR Redevelopment Area update.

Appl. for kennel license from Sharon Hutchins, 5817 Elmhurst.

Appl. for kennel license from Jon & Dana Anderson, 4400 Adair Ave. No.

Memo from Acting City Mgr. dated 9/11/87 re: Civil Service Handbook comments from dept. heads.

Letter from City Attorney dated 9/10/87 re: Crystal Frolics.

Proposed resolution for City Council re: Frolics Committee, and Frolics Financial Report.

Letter from City Attorney dated 8/13/87 re: Community Service Officers.

Memo from Police Chief dated 9/9/87 re: Community Service Officers.

Memo from Supervising Sanitarian dated 9/9/87 re: Ordinance Violation Citations.

Memo from Bldg. Inspector dated 9/11/87 re: Citations

Memo from City Engr. dated 9/10/87 re: Uncompleted Site Improvements.

Crystal Park & Rec. Advisory Comm. minutes of 8/5/87.

Park & Rec. Dept. monthly report for August 1987.

Long-Range Planning Comm. minutes of 6/9/87, 7/14/87, 8/11/87.

Letter from Brutger Co. dated 9/3/87 re: Senior Housg.

Memo from Nat'l. League of Cities dated 8/28/87 re:
Proposed Amendments to Nat'l. Municipal Policy.
Article on Crystal City Special (recycling)
Notice of Assessment Hearing of 10/6/87.
Letter from City Attorney dated 9/10/87 re: Solicitor
Licenses.

Hand delivered to Council on 9/14/87

Recommendations for issuance of GO Tax Incr. Bonds
from Springsted, Inc. dated 9/14/87.

Distributed in Council packets on 9/15/87

Letter from City Attorney dated 9/15/87 re: \$1,870,000
GO Tax Increment Bonds, Series 1987A and copy of
resolution authorizing sale of bonds.

Deleone

September 11, 1987

TO: City of Crystal Councilmembers
FROM: John A. Olson, Acting City Manager
RE: Preliminary Agenda - September 15, 1987 Council Meeting

I hope you are prepared for a long Council meeting Tuesday night. As you recall the public hearing on the refuse and recycling collection system is on the agenda and will probably take a considerable amount of time for discussion.

After having said that as an opening statement, the agenda will appear as shown on the attached preliminary agenda. I will make comments on only a few items because we have attached considerable amounts of material for you to read prior to the meeting. I don't believe any item on the consent agenda, except the last item, needs comment.

Consent Agenda - Item #10:

We have not received the letter of resignation from Robert Langerud but contact with him has indicated that he has moved out of the City.

REGULAR AGENDA

Item #1:

The subcommittee on recycling will be explaining the process the City needs to go through on this item. In addition we may have comments from someone from Hennepin County and I am sure we will have questions and comments from garbage haulers and their customers. I believe all of the information provided is self-explanatory as to what needs to be accomplished at this public hearing. Any questions you might have can be answered Tuesday night.

Item #2:

HRA Chairperson John Schaaf will appear before the City Council to discuss the HRA findings regarding the \$2,000,000 shortfall for the tax increment district. There are several steps to follow if the Council chooses to approve a bond sale. The first of these will be to authorize an allocation of \$419,800 from the PIR Fund to the tax increment district. This money was proposed and approved in the original tax increment district budget. This budget was approved both by the HRA and the City Council when they approved the original bond issue for the District. However, the \$419,800 was never officially approved by resolution as a transfer from the PIR Fund to the tax increment district. Originally the HRA was going to request two separate bond sales -- one for the interest write-down for the senior citizen project and another for the shortfall in funds. The reason

for the first one is that it could not be a non-taxable bond issue. In discussion with the bond consultant and our Finance Director, I suggested that we finance the cost of the write-down through the PIR Fund in order to save us money and make the bond issue more viable. I thought we could do this because, if you recall, the PIR Fund loaned the tax increment district approximately \$1,090,000 for the re-funding of the bonds in 1986. When the auditors prepared the 1986 Audit they transferred the entire amount of the loan from the tax increment district back to the PIR Fund. They were able to do this because of greater than anticipated tax increment generation. This, therefore, could allow a loan from PIR of \$240,000 without involving a greater allocation from PIR than originally anticipated. In addition to assist with the new bond issue the tax increment district will need an additional loan of perhaps \$300,000. This is necessary because the auditor's transfer zeroed out the tax increment fund and will need money to pay off bond debt; both original and new, in the next year. The exact amount of this additional request will not be tied down until the date of the new bond sale which we anticipate to be October 20. A more detailed explanation can be provided you Tuesday night and more reasons on how this is beneficial to the City. Dave Kennedy and Dave MacGillivray of Springsted, Incorporated will be at the meeting to explain the bond issue and other necessary financial steps.

Item #5:

This item was continued from the last meeting so that the attorneys in Dave Kennedy's office could review both the ordinance and the handbook. As of now we have not received that information from Dave's office, however, we have placed it on the agenda in anticipation of that material.

As I indicated at the beginning, most of the items are self-explanatory, however, if you do have questions on items please contact me before the meeting so that we may provide all councilmembers with the information.

Have a good weekend - see you Tuesday night.

P.S.

Enclosed is a letter from the City Attorney regarding Solicitor Licenses for your review.

APPLICATIONS FOR LICENSE
SEPTEMBER 15, 1987

LODGING - (\$45.00, 20 units)

Cosmopolitan Motel, 3431 Vera Cruz Ave. North
new owner: Pravin Bhakta

SIGN HANGERS - \$66.00

Jones Sign Co., Inc., 711 Hinkle Rd.
Lightening Lube, 5701 W. Broadway

TENTATIVE AGENDA

FOR THE SEPTEMBER 15, 1987 COUNCIL MEETING

1. Minutes of the regular meeting of September 1, 1987.

CONSENT AGENDA

<u>ITEM</u>	<u>SUPPORTING DATA</u>	<u>COMMENTS</u>
1. Set public hearing to consider the 1988 City Budget and Revenue Sharing Budget	Copy of public hearing notice	Hearing to be set for October 6, 1987
2. Set public hearing to consider a request from Ken & Pat Bressler for 1) a variance to expand non-conforming use (non-conformity being lot is 90' deep, 100' required); 2) for a variance of 12' in the required 25' from an alley; 3) for a variance of 17' in the required 40' rear yard setback to build a 42' x 24' addition at 3540 Hampshire Ave. N.	None	Set hearing for Oct. 6
3. Set public hearing to consider a request from Joel Franz for a variance of 2' in the side yard setback to add a garage at 8019 - 32nd Ave. N.	None	Set hearing for Oct. 6
4. Set public hearing to consider a request from Tom & Linda Krampitz for a variance of 7'9" in the required 30' front yard setback to build a 9'6" x 8' addition to the kitchen at 5806 Hampshire Ave. N.	None	Set hearing for Oct. 6
5. Set public hearing to consider a request from Michael Pohl for a variance to expand non-conforming use (non-conformity being lot is 40' wide, 60' required) to build two additions (one-14' x 6' addition and one-12' x 16' addition) to the existing detached garage at 4226 Zane Ave. N.	None	Action comes on Schreiber Amendment, set public hearing for October 6
6. Set public hearing to consider a request from Wallace Yahn for a variance of 2' in the required 5' side yard setback to build a 6' x 24' addition to garage at 8017 - 33rd Place N.	None	Set hearing for Oct. 6

<u>ITEM</u>	<u>SUPPORTING DATA</u>	<u>COMMENTS</u>
7. Set public hearing to consider a request for a variance to the side yard setback for the proposed elderly housing project on property at the intersection of 55th & Douglas Drive	None	Set hearing for Oct. 6
8. Set public hearing to consider preliminary plat and variance of the rear yard setback of Opsahl Addition located at the intersection of Bass Lake Road & 58th Ave. N.	None	Set hearing for Oct. 6
9. Acknowledgement of the receipt of \$2,000 from the Lions Club for final payment of the playground equipment for Soo Line Park	Copy of check	None
10. Consideration of resignation of Robert Langerud from the Environmental Commission		Mr. Langerud has moved out of town.

REGULAR AGENDA

<u>ITEM</u>	<u>SUPPORTING DATA</u>	<u>COMMENTS</u>
1. Public hearing to consider a resolution of intent to implement a Cooperative Refuse & Recycling Collection System in the City of Crystal	Copy of resolution; Recycling Subcommittee Report; Public Hearing Information Sheet.	Passage of resolution indicates 90 day time period necessary prior to consideration of an ordinance establishing collection system
2. Consideration of report from the Crystal Housing Redevelopment Authority regarding an amendment to the Bass Lake Road Becker Park Tax Increment District and authorization to sell additional bonds for district (HRA Chairperson John Schaaf to appear)	Copy of resolution relating to Bass Lake Road-Becker Park Redevelopment Project Area; calling a Public Hearing; report from Crystal HRA Chairman, John Schaaf; copy of report from Springsted, Inc. regarding bond sale; Revised Budget vs Actual Report from Finance Director; Update report on Negotiations on Bass Lake Road Redevelopment Area.	Actions would be to authorize allocations of \$419,800 from the PIR Fund as previously approved in development plan; 2) adopt resolution regarding amendment to Tax Increment Plan; 3) setting date of bond sale.

<u>ITEM</u>	<u>SUPPORTING DATA</u>	<u>COMMENTS</u>
3. Consideration of a private kennel license at 5817 Elmhurst Ave. N. as requested by Sharon Hutchins	Report from Health Dept.	None
4. Consideration of a private kennel license at 4400 Adair Ave. N. as requested by Jon & Dana Anderson	Report from Health Dept.	None
5. Consideration of Second Reading of an Ordinance regarding the amendment to the Civil Service Ordinance and approval of Civil Service Handbook	Memo from City Attorney regarding Ordinance changes and handbook; comments from department heads regarding handbook	This item was continued from Sept. 1 Council meeting.
6. Consideration of a building permit for Bass Lake Road Redevelopers to renovate 420 feet of canopy from 6316 to 6422 - 56th Ave. N.	None	None
7. Consideration of a resolution regarding the Crystal Frolics Committee	Copy of 1987 Frolics Financial report; proposed resolution; memo from City Attorney	
8. Consideration of Second Reading of an Ordinance regarding Community Service Officers	Copy of Ordinance and letter from City Attorney; Memo from Police Chief regarding persons authorized to issue citations; Memo from Supervising Sanitarian; Memo from Bldg. Inspector	None
9. Consideration of a report from the Public Works Director regarding outstanding sureties for site improvements.	Copy of memo from Public Works Director dated 9/10/87	None

ITEM

SUPPORTING DATA

COMMENTS

INFORMATIONAL ITEMS:

1. Park & Recreation Advisory Commission meeting minutes of 8/5/87.
2. Crystal Park & Recreation Department monthly report for August 1987.
3. Long-Range Planning Commission minutes of June, July, & August.
4. Letter from Brutger Companies regarding extension of time to begin project.
5. Memo from National League of Cities regarding proposed Amendments to the National Municipal Policy.
6. Announcement of Crystal City Special on recycling.
7. Copy of Notice of Assessment Hearing for October 6, 1987.

1 SEPTEMBER 1987

Pursuant to due call and notice thereof, the Regular meeting of the Crystal City Council was held on September 1, 1987, at 7:00 P.M., at 4141 Douglas Drive, Crystal, Minnesota. The Secretary of the Council called the roll and the following were present: Langsdorf, Rygg, Moravec, Smothers, Aaker, Leppa, Herbes. Also present were the following staff members: John A. Olson, Acting City Manager; David Kennedy, City Attorney; William Monk, City Engineer; Donald Peterson, Building Inspector; Darlene George, City Clerk.

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

The City Council considered the minutes of the regular City Council meeting of August 18, 1987.

Moved by Councilmember Herbes and seconded by Councilmember Langsdorf to approve the minutes of the regular City Council meeting of August 18, 1987.

Motion Carried.

The City Council considered a solicitor's permit from the Robbinsdale/Cooper Girls Swim Club for September 8 through September 30, 1987.

Moved by Councilmember Langsdorf and seconded by Councilmember Leppa to approve the solicitor's permit for the Robbinsdale/Cooper Girls Swim Club for September 8 through September 30, 1987.

Motion Carried.

By common consent the City Council directed the City Attorney to investigate the possibility of rewording the ordinance exempting certain organizations such as scouts, hockey, etc. from the requirements of a solicitor's license.

The City Council considered a request for a solicitor's permit from Doyle's Junior Bowlers for September 1, 1987 through October 31, 1987.

Moved by Councilmember Herbes and seconded by Councilmember Smothers to approve a solicitor's permit for Doyle's Junior Bowlers for September 1, 1987 through October 31, 1987.

Motion Carried.

The City Council considered Second Reading of an ordinance regarding the Civil Service system and discussion of the Civil Service Handbook.

Moved by Councilmember Herbes and seconded by Councilmember Smothers to continue until September 15, 1987, the discussion of Second Reading of an ordinance amending the Civil Service System

1 SEPTEMBER 1987

and discussion of the Civil Service Handbook.

Motion Carried.

The City Council considered a contribution to the Twin West Chamber of Commerce for publication of a demographic handbook.

Moved by Councilmember Smothers and seconded by Councilmember Langsdorf to approve a contribution to the Twin West Chamber of Commerce in the amount of \$1,000 for publication of a demographic handbook and that this contribution be taken from the General Fund.

Motion Carried.

The City Council considered a resolution regarding emergency funding for Bassett Creek projects.

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

RESOLUTION NO. 87-49

RESOLUTION RELATING TO EMERGENCY CONSTRUCTION
TO CROSS THE CHICAGO NORTHWESTERN
RAILROAD TRACKS - SOUTH FORK OF
BASSETT CREEK - AND WAIVING THE
RIGHT TO A HEARING

By roll call and voting aye: Langsdorf, Rygg, Moravec, Smothers, Leppa, Herbes, Aaker.

Motion Carried, resolution declared adopted.

The City Council considered a report from the City staff regarding the 1988 Frolics and review of the City expenditures for the 1987 Frolics.

Moved by Councilmember Smothers and seconded by Councilmember Herbes to forward the report as presented by staff to the Frolics Committee, along with the added figures as quoted by the Acting City Manager at the Council meeting.

Motion Carried.

Councilmember Smothers presented a memo from the proposed Crystal Frolics Committee, Inc. requesting that the City Council pass a resolution allowing for creation of the Crystal Frolics Committee, Inc., designating the committee as coordinator of the Frolics, and give favorable consideration to their requests for use of City resources as may be needed.

By common consent the City Council accepted the letter from the proposed Crystal Frolics Committee, Inc., directed the City Attorney to review the resolution, and directed staff to place this

1 SEPTEMBER 1987

item on the September 15, 1987 Council agenda and request the proposed Crystal Frolics Committee, Inc. to be in attendance.

The City Council considered a request from the Charter Commission for funding in the amount of \$2,500 for Commission operations in 1987.

Moved by Councilmember Smothers and seconded by Councilmember Leppa to approve funding in the amount of \$2,500 for operations of the Charter Commission for 1987, funding to be taken from the General Fund.

Motion Carried.

The City Council considered the appointment of a councilmember to the Management Committee of the Recycling Program.

Moved by Councilmember Rygg and seconded by Councilmember Smothers to appoint Councilmember Pauline Langsdorf as the City Council's representative on the Management Committee of the Recycling Program.

Motion Carried.

The City Council considered setting a public assessment hearing for Projects 64-B, 87-1, 87-2, 87-3 and 87-5.

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

RESOLUTION NO. 87-50

A RESOLUTION FOR HEARING ON PROPOSED ASSESSMENTS

By roll call and voting aye: Langsdorf, Rygg, Moravec, Smothers, Leppa, Herbes, Aaker.

Motion Carried, resolution declared adopted.

The City Council considered the allocation of \$16,500 from the PIR Fund, Part B for funding the space-needs project.

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

RESOLUTION NO. 87-51

A RESOLUTION DISBURSING FUNDS FROM THE PERMANENT
IMPROVEMENT REVOLVING FUND, PART B

By roll call and voting aye: Langsdorf, Rygg, Moravec, Smothers, Leppa, Herbes, Aaker.

Motion Carried, resolution declared adopted.

1 SEPTEMBER 1987

The City Council considered the First Reading of an ordinance allowing Community Service Officers to issue citations.

Moved by Councilmember Rygg and seconded by Councilmember Smothers to adopt the following ordinance:

ORDINANCE NO. 87-

AN ORDINANCE RELATING TO PUBLIC SAFETY;
ALLOWING COMMUNITY SERVICE OFFICERS TO ISSUE CITATIONS;
AMENDING CRYSTAL CITY CODE, BY ADDING A SECTION

Moved by Councilmember Smothers and seconded by Councilmember Herbes to continue discussion of the First Reading of the ordinance to the September 15, 1987 meeting.

Councilmember Smothers withdrew his motion and Councilmember Herbes withdrew her second to the motion.

City staff was directed to report back to the Council who is allowed to issue the citations and who the police administrator intends to have issue citations under this law.

By a unanimous vote on the original motion, and further, that the second and final reading be held on September 15, 1987.

Motion Carried.

The City Council considered a request from Councilmember Langsdorf to discuss a resolution urging Hennepin County to provide a scale and personnel to operate the scale at the Maple Grove compost site.

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

RESOLUTION NO. 87-52

RESOLUTION REQUESTING HENNEPIN COUNTY TO PROVIDE
A SCALE AND PERSONNEL TO OPERATE THE SCALE AT
THE MAPLE GROVE COMPOST SITE

By roll call and voting aye: Langsdorf, Rygg, Moravec, Smothers, Leppa, Herbes, Aaker.

Motion Carried, resolution declared adopted.

The City Council considered the 1988 City of Crystal Budget.

Mayor Aaker called a Special Meeting of the Crystal City Council to discuss the 1988 City of Crystal Budget for 7:00 P.M., September 22, 1987.

1 SEPTEMBER 1987

The City Council considered the 1988 City of Crystal Budget.

Mayor Aaker called a Special Meeting of the Crystal City Council to discuss the 1988 City of Crystal Budget for 7:00 P.M., September 22, 1987.

The City Council directed staff to have the necessary department heads in attendance at the special budget meeting.

Councilmember Leppa voiced concerns regarding the recycling budget, PIR Fund, and Capital Expenditures being allocated in department budgets rather than the PIR Fund.

Councilmember Moravec directed staff to include current expenditure reports by department for 1987 in the budget information to be discussed at the special meeting of September 22, 1987.

Marland Hildebrandt of All Floors and More, 5736 Lakeland Avenue North appeared before the City Council to request an extension to allow a temporary sign as per variance #S87-2.

Moved by Councilmember Smothers and seconded by Councilmember Leppa to approve a 3-week extension to the current temporary sign ordinance as requested in variance #S87-2.

Motion Carried.

Mayor Aaker advised he had received a letter from Hennepin County Commissioner John Derus stating the Hennepin County Railroad Advisory Committee has openings for 4 members from our area and that names of persons interested should be forwarded to Mr. Derus.

Moved by Councilmember Herbes and seconded by Councilmember Leppa to approve the list of license applications, as submitted by the City Clerk to the City Council in the preliminary agenda, a copy of which is on file in the office of the City Clerk, with the addition of a food itinerant license for Old Fashion Donut, 2720 Douglas Drive for September 11 & 12, 1987, and further, that such list be incorporated into and made a part of this motion as though set forth in full herein.

Motion Carried.

Moved by Councilmember Herbes and seconded by Councilmember Langsdorf to adjourn the meeting.

Motion Carried.

Meeting adjourned at 8:10 P.M.

Mayor

ATTEST:

City Clerk

PLEASE CALL IF UNABLE TO ATTEND
CRYSTAL PLANNING COMMISSION AGENDA

September 14, 1987

The regular meeting of the Crystal Planning Commission convened at 7:30 p.m. with the following present:

() Anderson	() Guertin	Building Inspector
() Barden	() Halpaus	() Peterson
() Christopher	() Kamp	City Engineer
() Elsen	() Magnuson	() Monk
() Feyereisen	() Nystrom	Recording Secretary
		() Scofield

Moved by _____ and seconded by _____ to approve the minutes of the August 10, 1987, meeting, with the following exceptions:

Motion carried.

1. Chairperson Feyereisen declared this was the time and the place as advertised for a public hearing to consider Application #87-51 as submitted by H. W. Elfstrom to rezone from R-1 District to B-4 District property located at 3401 Vera Cruz Ave. N. and 3402 Welcome Ave. N. The proponents presented the following:

The following were heard:

Moved by _____ and seconded by _____ to close the public hearing.

Motion carried.

Moved by _____ and seconded by _____ to (recommend to the City Council to approve) (recommend to the City Council to deny) (continue until _____ the discussion of) Application # 87-51 as submitted by H. W. Elfstrom to rezone from R-1 District (Single Family Residential) to B-4 District (Community Commercial), West 176.75' of Lot 12, Block 1 except street, Rosedale Acres.

The findings of fact are:

Motion carried.

2. Chairperson Feyereisen declared this was the time and the place as advertised for a public hearing to consider Application #87-52 as submitted by Crystal Auto Mall Partnership to rezone from B-3 District (Auto-Oriented Commercial) and B-4 District (Community Commercial) to PUD District (Planned Unit Development); Application #87-53 for a conditional use permit for approval of site plan within a PUD District; Application #87-54 for a conditional use permit for fuel station and automotive repair in a PUD District; and Application #87-55 for a conditional use permit for a car wash in a PUD District property located at 5273 and 5269 West Broadway and 5200 Douglas Drive. The proponents presented the following:

The following were heard:

Moved by _____ and seconded by _____ to close the public hearing.

Motion carried.

- A. Moved by _____ and seconded by _____ to (recommend to the City Council to approve) (recommend to the City Council to deny) (continue until _____ the discussion of) Application #87-52, as submitted by Crystal Auto Mall Partnership, to rezone from B-3 District (Auto-Oriented Commercial) and B-4 District (Community Commercial) to PUD District (Planned Unit Development) property located at 5273 and 5269 West Broadway and 5200 Douglas Drive, P.I.D. #09-118-21-22-0042 and #09-118-21-22-0050.

The findings of fact are:

Motion carried.

- B. Moved by _____ and seconded by _____ to (recommend to the City Council to approve) (recommend to the City Council to deny) (continue until _____ the discussion of) Application #87-53, as submitted by Crystal Auto Mall Partnership, for a conditional use permit for approval of site plan within a PUD District at the property as described above.

The findings of fact are:

Motion carried.

- C. Moved by _____ and seconded by _____ to (recommend to the City Council to approve) (recommend to the City Council to deny) (continue until _____ the discussion of) Application #87-54 for a conditional use permit for fuel station and automotive repair in a PUD District at the property as described above.

The findings of fact are:

Motion carried.

- D. Moved by _____ and seconded by _____ to (recommend to the City Council to approve) (recommend to the City Council to deny) (continue until _____ the discussion of) Application #87-55, as submitted by Crystal Auto Mall Partnership, for a conditional use permit for a car wash in a PUD District at the property as described above.

The findings of fact are:

Motion carried.

3. Steve Wilson of Brutger Companies Inc. to appear regarding Variance Application #87-56 for construction of elderly housing which will encroach in the required 15' side yard setback at 6315 - 55th Ave. N.

Moved by _____ and seconded by _____ that pursuant to Section 515.55 of the Crystal City Code to recommend to the City Council to vary or modify the strict application of Section 515.13, Subd. 3 a) 1), to grant a variance of 5' in the required 15' side yard setback for construction of elderly housing at 6315 - 55th Ave. N., P.I.D. #05-118-21-44-0048, as requested in Application #87-56 of Brutger Companies Inc.

The findings of fact are:

Motion carried.

Moved by _____ and seconded by _____ to (recommend to the City Council to deny) (table for further study) Variance Application #87-56 of Brutger Companies Inc. as described above.

The findings of fact are:

Motion carried

4. Mr. Rassmussen of Specialty Systems to appear regarding a building permit for renovation of the 420' canopy at 6316-6422 - 56th Ave. N.

Moved by _____ and seconded by _____ to (recommend to the City Council to approve) (recommend to the City Council to deny) (table for further study) authorization to issue building permit #8562 to Specialty Systems for renovation of the 420' canopy located at 6316-6422 - 56th Ave. N., P.I.D. #05-118-21-41-0107 and #05-118-21-41-0106, subject to standard procedure.

Motion carried.

5. Leslie Opsahl to appear regarding tentative approval of proposed plat Opsahl Addition located at 5757 Orchard Ave. N., including Variance Application #87-64 for a potential house which will encroach in the required 40' rear yard setback at 4819 - 58th Ave. N.

Moved by _____ and seconded by _____ to (recommend to the City Council to grant) (recommend to the City Council to deny) (table for further study) tentative approval of Opsahl Addition which is a replat of Lot 1, Block 2, Twin Lake Park 2nd Addition, and pursuant to Section 515.55 of the Crystal City Code to recommend to the City Council to vary or modify the strict application of Section 515.13, Subd. 4 a), to grant a variance of 20' in the required 40' rear yard setback for a potential house at 4819 - 58th Ave. N., as requested in Application #87-64 of Leslie Opsahl.

The findings of fact are:

Motion carried.

6. Ken and Pat Bressler to appear regarding Variance Applications #87-57 to expand a non-conforming use, #87-58 to vary the requirement of a garage being 25' from the public right-of-way (alley) and #87-59 for an addition to the house and a garage which will encroach in the required 40' rear yard setback at 3540 Hampshire Ave. N.

Moved by _____ and seconded by _____ that pursuant to Section 515.55 of the Crystal City Code to recommend to the City Council to vary or modify the strict application of Section 515.05, Subd. 2, to expand a non-conforming use; Section 515.07 Subd. 5 c) 7) to grant a variance of 12' in the required 25' that a garage is to be set back from the public right-of-way (alley); and Section 515.13, Subd. 4 a) to grant a variance of 17' in the required 40'

rear yard setback to permit a 42' x 24' addition to the house and a garage at 3540 Hampshire Ave. N., P.I.D. #20-118-21-11-0043, as requested in Applications #87-57, #87-58 and #87-59 of Ken and Pat Bressler.

The findings of fact are:

Motion carried.

Moved by _____ and seconded by _____ to (recommend to the City Council to deny) (table for further study) Variance Applications #87-57, #87-58 and #87-59 of Ken and Pat Bressler, as described above.

The findings of fact are:

Motion carried.

7. Joel Franz to appear regarding Variance Application #87-60 for an addition to the garage which will encroach in the required 5' side yard setback at 8019 - 32nd Ave. N.

Moved by _____ and seconded by _____ that pursuant to Section 515.55 of the Crystal City Code to recommend to the City Council to vary or modify the strict application of Section 515.13, Subd. 3 a) 1), to grant a variance of 2' in the required 5' side yard setback for a 5' 6" x 21' addition to the garage, 8019 - 32nd Ave. N., P.I.D. #19-118-21-41-0050, as requested in Application #87-60 of Joel Franz.

The findings of fact are:

Motion carried.

Moved by _____ and seconded by _____ to (recommend to the City Council to deny) (table for further study) Variance Application #87-60 of Joel Franz as described above.

The findings of fact are:

Motion carried.

8. Tom and Linda Krampitz to appear regarding Variance Application #87-61 for an addition to the house which will encroach in the 30' front yard setback at 5806 Elmhurst Ave. N.

Moved by _____ and seconded by _____ that pursuant to Section 515.55 of the Crystal City Code to recommend to the City Council to vary or modify the strict application of Section 515.13, Subd. 2 a), to grant a variance of 7'9" in the required 30' front yard setback for an 8' x 9'6" addition to the kitchen, 5806 Elmhurst Ave. N., P.I.D. #05-118-21-14-0024, as requested in Application #87-61 of Tom and Linda Krampitz.

The findings of fact are:

Motion carried.

Moved by _____ and seconded by _____ to (recommend to the City Council to deny) (table for further study) Variance Application #87-61 of Tom and Linda Krampitz as described above.

The findings of fact are:

Motion carried.

9. Wallace Yahn to appear regarding Variance Application #87-63 for an addition to the garage which will encroach in the required 5' side yard setback at 8017 - 33rd Place North.

Moved by _____ and seconded by _____ that pursuant to Section 515.55 of the Crystal City Code to recommend to the City Council to vary or modify the strict application of Section 515.13, Subd. 3 a) 1), to grant a variance of 2' in the required 5' side yard setback for a 6' x 24' addition to the existing garage, 8017 - 33rd Place North, P.I.D. #19-118-21-14-0070, as requested in Application #87-63 of Wallace Yahn.

The findings of fact are:

Motion carried.

Moved by _____ and seconded by _____ to (recommend to the City Council to deny) (table for further study) Variance Application #87-63 of Wallace Yahn as described above.

The findings of fact are:

Motion carried.

Moved by _____ and seconded by _____ to adjourn.

Motion carried.

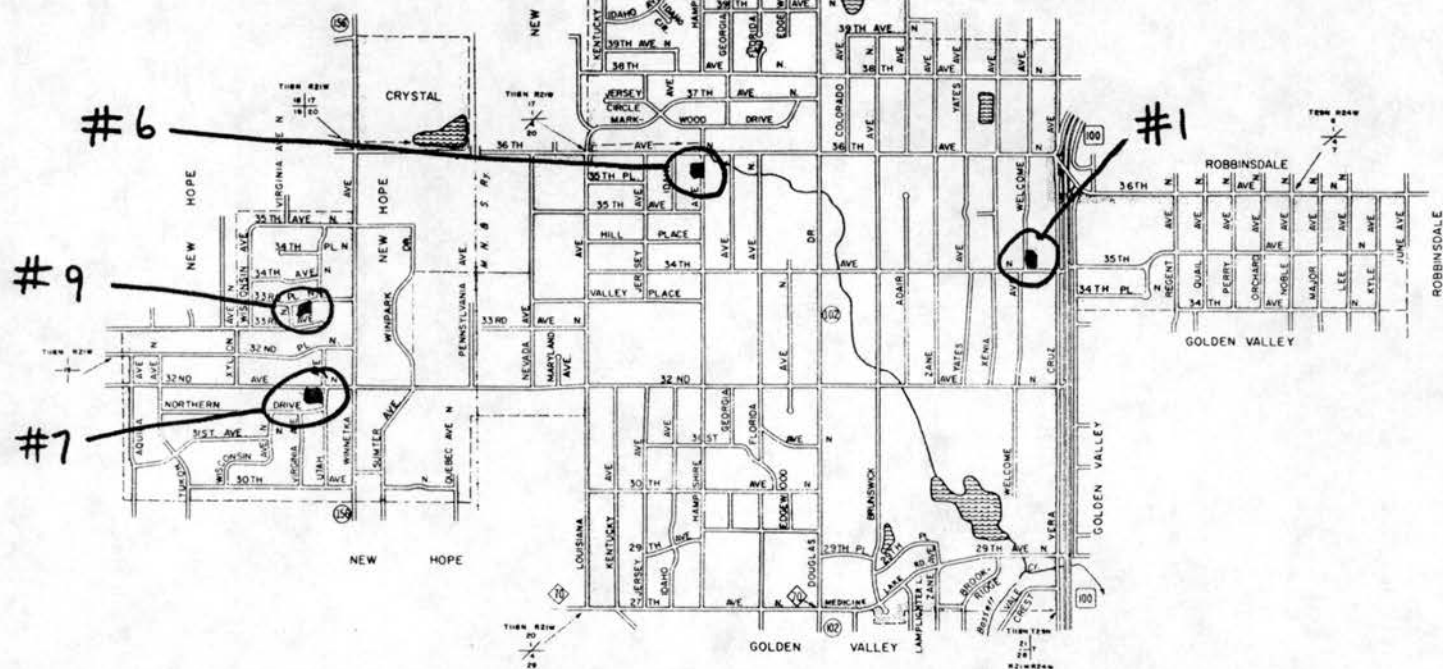
CITY OF CRYSTAL

SCALE
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PLANNING COMMISSION

9/14/87



Attention: Legal Publications

NOTICE OF PUBLIC HEARING
City of Crystal, Minnesota

NOTICE is hereby given that the City Council of the City of Crystal, will meet at 7:00 P.M., or as soon thereafter as the matter may be heard, on October 6, 1987, at 4141 Douglas Drive for the purpose of adopting the City of Crystal Budget for the year 1988 and the Revenue Sharing Budget for 1988.

Copies of these proposed budgets are on file in the City Hall at the above address for public inspection. All interested persons are hereby notified that they may attend such budget hearing.

/s/ Darlene George
City Clerk

Dated September 3, 1987

(Published in the North Hennepin Post September 17, 1987)

CRYSTAL LIONS CLUB
CHARITABLE GAMBLING
PALACE INN

1812

9/2 1987 75-1662/910

PAY TO THE ORDER OF City of Crystal Park & Rec. Div. \$ 2000 ⁰⁰/₁₀₀

Only Two thousand & ⁰⁰/₁₀₀ DOLLARS

The Bank
EASY PLACE North

Crystal Offices
7000 Bass Lake Road
42nd & Douglas
Crystal, MN 55428

MEMO

Final Payment for
Playground Equip. at Sibley Park

R. L. Smith

RESOLUTION 87

RESOLUTION OF INTENT TO IMPLEMENT A COOPERATIVE
REFUSE AND RECYCLING COLLECTION SYSTEM IN THE
CITY OF CRYSTAL

WHEREAS, the Metropolitan Council and Hennepin County Solid Waste Master Policy Plans call for rapid development of recycling and other forms of resource recovery in place of landfills, and

WHEREAS, organized garbage collection is essential for development of a cost-efficient curbside recycling program, and

WHEREAS, current landfill sites are at or near capacity and new landfills are severely limited in number, and

WHEREAS, the City of Crystal currently has multiple garbage collectors duplicating service on City streets which cause deterioration of streets, and produces additional traffic and redundant noise which detracts from the safety and welfare of the community, and

WHEREAS, organized collection would benefit the taxpayers since collection costs are anticipated to be lower, and reducing the number of garbage trucks on streets will reduce maintenance costs, and

WHEREAS, organized garbage collection will benefit the waste haulers by providing more efficient and economical operations, and

WHEREAS, the Minnesota Legislature has provided means for cities to provide organized collection through procedures established in the amended Waste Management Act of 1980.

NOW, THEREFORE, BE IT RESOLVED by the Crystal City Council that it is the intent of the City to establish a system of cooperative refuse and recycling collection.

September 9, 1987

RECYCLING SUBCOMMITTEE REPORT
TO THE CITY COUNCIL
REGARDING CURBSIDE PICKUP OF RECYCLABLES

Since this past January we have been studying the subject of recycling and have worked closely with City staff to initiate various recycling programs. We have witnessed the July 8th opening of the Goodwill Attended Donation Center in Brooklyn Park. Joint use of Robbinsdale's Recycling Drop-off Center was pursued and is now approved. Crystal's use of the facility is scheduled to begin October 3rd. The Crystal City garage will also be the location for the one-day drop-off of household chemical waste on Saturday, September 26th, 8 a.m. to 4 p.m.

Although we have various recycling programs in place that will recycle an estimated one to two percent of Crystal's waste in 1987, we have a problem. That problem is the mandate placed on us by Hennepin County which states that we must be recycling 16% of our waste by 1990.

Hennepin County will fund recycling programs that cities initiate according to the following schedule:

- 50% of net project expenditures for programs recycling 0-5%
- 60% of net project expenditures for programs recycling 5-10%
- 70% of net project expenditures for programs recycling 10-16%
- 80% of net project expenditures for programs recycling over 16%

A change has been proposed in the 1988 County's "Policy Statement on Hennepin County Funding of Solid Waste Source-Separation Programs" that would require cities to get at least a 5% recycling level or they will receive no funding at all.

Because of these requirements and the positive feedback we are getting from the general public regarding curbside recycling, we feel that the city's next step in recycling should be to start curbside yardwaste and recycling collection as soon as possible. We need to achieve another 3-4% to achieve the minimum goal that the county is likely to adopt. We also have the opportunity to get a higher percentage of funding than the 50% level if we recycle more than 5%.

We can start a curbside recycling program with the city's disorganized hauling garbage system as it is. However, based on experiences of other cities and test pilot areas across the country, curbside recycling needs to be done on the same day as residents regular trash collection to get the level of participation we need to achieve the 16% reduction in solid waste. The reason being that it simply becomes too complicated for a homeowner to remember that their trash gets collected on Wednesday, for example, that their yard waste gets collected on Thursday, and their recyclables need to be out at the curb on Friday. It has also been discovered that weekly recyclable pickup is most effective. Recycling has to be made easy for the homeowner or there will not be enough participation to justify the costs.

The City of Plymouth is a very good example. They have aggressively publicized their curbside recycling program, provided residents with special recycling bags and even moved from monthly to bimonthly pickup. However, they are still only achieving a 3% level of recycling. Plymouth is in the same situation as Crystal in that they have

several different haulers collecting trash on different days than the recyclables.

This is why we feel we must obtain some form of organized refuse collection in the City of Crystal. Organization of the city's garbage hauling system has been pursued before by the Council to alleviate unnecessary wear and tear on the city's streets.

Now we have an even stronger reason to consider such action. We have a mandate placed on us by the county, and if we don't set a plan as to how we are going to comply with that mandate by January 1, 1988, the county has the option to move in and initiate recycling programs for the city and charge the city for such services.

We feel that the city has six options in regards to organized collection:

1. Buy garbage trucks, hire employees, and have a municipal refuse collections system.

Result: The present haulers will be out of business in Crystal and the substantial cost of additional equipment and personnel would tax the city budget.

2. Do nothing - let the county implement and charge us for recycling programs and administrative costs.

Result: Costly program for the city and haulers would probably be put out of business in Crystal. The county would dictate hauling in Crystal and the city would lose control of garbage collection.

3. Put trash hauling out for bid.

Result: One refuse hauler has the entire city's business and all other haulers are out of business in Crystal.

- ✓ 4. Negotiate a contract with the present haulers if they form a cooperative hauling system.

Result: All haulers maintain current level of city's business.

5. Divide city into three or four zones and put out for bid.

Result: One hauler could underbid all other haulers.

- ✓ 6. Divide city into eight zones and put out for bid, allowing each company to have only one zone.

Result: Residents trash collection costs would vary according to which zone they lived in and they would not be able to switch haulers.

We feel that the city's best option at this point is number four, to attempt to negotiate a contract with the present haulers if they can consolidate among themselves to form a cooperative similar to Minneapolis Refuse Incorporated (MRI).

Recycling
Page 3

Before we can legally do this, however, we must hold a public hearing (according to the ammended Waste Management Act of 1980) to consider a Resolution of Intent to Implement Organized Collection. Passing such a resolution does not legally bind the city to this one option only. Neither does it put any legal obligation on the haulers. It simply allows us to consider that option over the next 90 days.

Unfortunately, time is running out. 1990 is not far away when you consider how long it takes a recycling program to become effective.

If you have any questions or comments regarding the September 15th Public Hearing, please contact one of us over the next few days.

The Recycling Subcommittee,

Pauline Langsdorf 544-1317 (h)
222-8423 (w)

Steve Leppa 533-8829 (h)

John Moravec 535-0165 (h)
425-5900 (w)

JJ/js

CITY OF CRYSTAL

PUBLIC HEARING INFORMATION SHEET

CONSIDERATION OF RESOLUTION OF INTENT TO
IMPLEMENT A COOPERATIVE RECYCLING & REFUSE
COLLECTION SYSTEM IN THE CITY OF CRYSTAL

SEPTEMBER 15, 1987 - 7:00 pm

The purpose of the public hearing is for citizens of Crystal and refuse haulers to express their comments and opinions with regard to the proposed resolution.

ORDER OF PUBLIC HEARING

- 1) Opening of Public Hearing by Mayor Thomas Aaker
- 2) Staff and Council presentations
 - A. Hennepin County Staff - Luther Nelson, Director of Department of Environment & Energy
 - B. City Staff - Julie Jones, Recycling Coordinator
 - C. Recycling Subcommittee - Pauline Langsdorf, John Moravec, Steve Leppa
- 3) Comments and questions of the council
- 4) Comments and questions of the public (each speaker will be limited to 10 minutes)
- 5) Closing of public hearing
- 6) Consideration of Resolution of Intent to Implement a Cooperative Recycling & Refuse Collection System in the City of Crystal

This will be
a handout at
the Public
Hearing for the
public.

NOTE: Passage of the above resolution does not legally bind the city to implementing a cooperative refuse and recycling collection system. Neither does it put any legal obligation on the haulers. It simply allows the city to consider that option over the next 90 days according to the State Legislature's revised Waste Management Act of 1980.

THE PROBLEM

Due to Twin City Area's limited landfill space the Minnesota State Legislature required Metropolitan Council to develop a plan to address the need to reduce dependence upon sanitary landfills in the 1980 Waste Management Act. In 1985, Metropolitan Council adopted its "Solid Waste Management Development Guide/Policy Plan." This plan required each county in the Metro Area to develop its own plan on how to implement Metropolitan Council's policies. Hennepin County's plan mandates that each city in Hennepin County reduce the amount of solid waste landfilled by 16% through source - separation recycling programs by the year 1990. If a city does not have a plan implemented by January 1, 1988, as to how they will achieve the 16% goal, the county has the authority to step in and implement recycling programs, charging the cities for its services.

Research conducted by the City Council Recycling Subcommittee shows that Crystal needs to initiate curbside recycling in the city in order to obtain the 16% goal by 1990. The problem is that curbside recycling cannot be done in a cost-efficient manner in Crystal under the current garbage hauling system.

CRYSTAL'S OPTIONS

The Recycling Subcommittee members feel that the city has six options in solving this problem:

- 1) Buy garbage trucks, hire employees, and have a municipal refuse collections system.

Result: The present haulers will be out of business in Crystal and the substantial cost of additional equipment and personnel would tax the city budget.

- 2) Do nothing - let the county implement and charge us for recycling programs and administrative costs.

Result: Costly program for the city and haulers would probably be put out of business in Crystal. The county would dictate hauling in Crystal and the city would lose control of garbage collection.

- 3) Put trash hauling out for bid.

Result: One refuse hauler has the entire city's business and all other haulers are out of business in Crystal.

- 4) Negotiate a contract with the present haulers if they form a co-operative hauling system.

Result: All haulers maintain current level of city's business.

- 5) Divide city into three or four zones and put out for bid.

Result: One hauler could underbid all other haulers.

- 6) Divide city into eight zones and put out for bid, allowing each company to have only one zone.

Result: Resident's trash collection costs would vary according to which zone they lived in and they would not be able to switch haulers.

P E I K E R T S A N I T A T I O N

RR #2 Box 139
Monticello, MN 55362
(612) 295-2565

August 18, 1987

City of Crystal
4141 Douglas Drive
Crystal, MN 55422

Att'n: Tom Heeman

Dear Mr. Heeman:

I have been notified by Block Sanitation, by means of a letter dated August 14, 1987, that if I am in favor of organized collection, I was to inform you of my intentions.

This letter has for a purpose to ascertain that it is my desire to opt for Organized Collection versus the Cities going up for bid. Also, I would like to state that it is my recommendation that this procedure be handled through Mr. Chuck Kutter of M.R.I.

Thank you for your cooperation, I remain,

Sincerely,

PEIKERT SANITATION

A handwritten signature in cursive script that reads "Orin Peikert".

Orin Peikert

OP:jct

AUGUST 17, 1987

BLOCK SANITATION
6741 79TH AVE
BROOKLYN PARK, MN 55445

TOM HEENAN
4141 DOUGLAS DRIVE
CRYSTAL, MN 55422

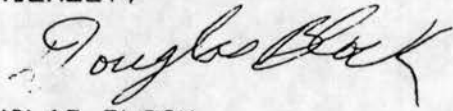
RE: SANITATION SERVICE

DEAR MR. HEENAN:

I WOULD LIKE TO GO CONTRACT HAULING AND WOULD LIKE TO
NEGOTIATE A BID WITH THE CITIES OF CRYSTAL, BROOKLYN PARK
AND BROOKLYN CENTER.

THANK YOU KINDLY FOR YOUR CONSIDERATION TO THIS MATTER.

SINCERELY,



DOUGLAS BLOCK
BLOCK SANITATION

OFFICE HOURS-MON-FRI
9 AM TO 2 PM
PHONE #566-5090

September 11, 1987

MEMO TO: Mayor Thomas Aaker
City Council Members

FROM: John Schaaf, Chairman, Crystal HRA

RE: Bass Lake Road/Becker Park Tax Increment District

On August 13, 1987, the Crystal HRA was informed by City staff that the Bass Lake Road Redevelopment district has a potential shortfall when comparing available revenue against actual cost. By memo dated August 14, (Exhibit #3 attached) I notified the City Council of the tentative situation, plan of action and possible need for an additional bond issue.

The full HRA met for about two hours on August 31, to discuss this most important matter. At the HRA's request others present were: John Olson, Executive Director HRA; Julie Jones, HRA, Redevelopment Coordinator; Miles Johnson, Finance Director - City of Crystal; David Kennedy, HRA Attorney; John T. Irving, Retired City Manager/Executive Director HRA; Don Ringrose and Harold Skjelbostad, BRW, Inc.; Bill Hybsa of Von Klug and Associates; and David MacGillivray of Springsted, Inc.

The purpose of that meeting was to review and discuss all known facts concerning the Bass Lake Road Redevelopment Project. In order to present a comprehensible and concise report, the facts will be presented in outline format. I will be available at your September 15, 1987, council meeting to answer any questions.

- 1) Exhibit #1 - Crystal Tax Increment District "Budget vs. Actual"
Prepared by Miles D. Johnson - Date of financial information 7/87
Date of report - 8/24/87

Page #1 - Summary Page (Pages 2-6 are Backup Supporting Data)

1. EXPENDITURES:	Budget	Actual	Variance
	9,328,962	10,888,108	(\$1,559,196)

Reasons for overage

- A. Land and Building acquisition - Either through purchase or condemnation cost more than projection
- B. Consultants, Engineering, Legal - Over budget due to processing higher acquisition costs and relocation claims.

- C. Construction Expense - Would have been significantly less than budget, except for the fact that the Park Shelter Building was approved and built at almost 80% over the initial projection.
- D. Administration - These were unanticipated general expenses that in part are not great - in total \$78,400 - see page 3 for breakdown.

2. REVENUE SOURCE:	Budget	Actual 1986	Variance
	4,791,966	3,475,499	1,316,467

Reasons for immediate shortfall

- A. CDBG Grant - Ran out of time and available projects that qualify under government guidelines. The \$82,000 was transferred into other "qualifying" accounts within the city.
- B. PIR - City Fund - These funds were committed by the Council however, never formally by resolution transferred to the project. The HRA requests the City Council to transfer these funds as committed.
- C. Special Assessments - The \$72,000 variance will be made up shortly through the completion of special assessments to Crystal Galleries.
- D. Hennepin County - This \$338,820 variance was the result of Hennepin County originally wanting the City to act as primary contractor for the rebuilding of the Bass Lake Road surface. As the project developed the county changed its mind. Note that on page 2, there is an expense incurred (Hardrives - Bass Lake Road - County) reflecting that change amount.
- E. Future Assessments - Initially these dollars were to have been generated through the streetscape improvement. The City decided at subsequent date not to carry through with the assessment due to inconsistency in promises to the property owners. It should be noted that the streetscape has positively influenced the future land and tax values thereby through the increased tax increment, paid for the work not to mention increased asthetic value of the project.

3. SUMMARY OF THE ECONOMIC FACTS:

Revenue Actual	\$3,475,499.00
Revenue Bonds	4,939,511.00
<hr/>	
Total current income	8,415,010.00
Expenditure	(10,888,108.00)
<hr/>	
Subtotal	(2,473,098.00)
Contribution PIR	+ 419,800.00
<hr/>	
Bonding Requirement	(2,053,298.00)

4. CONCLUSIONS OF FACT:

- A. That the overall redevelopment district is in good financial condition. It is currently capable of generating tax increment revenue in excess of existing and newly proposed bonding debt service requirements.

- B. The Bass Lake Road Redevelopment District exceeds construction expenses as initially proposed by outside consultants. These expenses were judged fair and acceptable by both the HRA and City Council prior to incurring the expense.
- C. Total Property Evaluation projection for the project (\$20,000,000 private, \$11,000,000 public = \$31,000,000 Estimate, has actual increased to \$33,000,000 (\$22,000,000 private, \$11,000,000 public. The long term effect of this 9.5 increase taxable property is of positive economic value for the citizens of Crystal.
- D. There was clearly a breakdown in communication between the financial (auditing) portion of the project and the project management, HRA and City Council. Original budget estimates were not corrected and various categories updated or included. The area of financial oversight has been addressed in length and acting City Manager, John Olson, has instituted a new action plan to prevent a re-occurrence. (Exhibit 2)
- E. The actual cost of land, building, and condemnation was far greater than all the professional input estimates. This statement can be borne out when reviewing the major acquisitions and the prices negotiated for them. There was a popular citizen sentiment at the time of land purchase that those who sold their properties did not receive a fair, equitable price. The facts state otherwise.
- F. As the Becker Park portion of the project evolved it is clear that the designer and council plans varied from the original cost projections. Looking at the building, landscaping and recreational field, we did receive fair value. The Council made a good decision to upgrade the facilities.
- G. According to the bond representative this new issue will not adversely affect Crystal's current or future ratings and that the project is economically sound. The new bonds are projected to carry a 10% interest rate on the \$240,000 taxable portion and a 7.25% interest rate on \$1,800,000 tax exempt portion. By a stroke of luck these new bonds will cost the city approximately \$115,000 to \$125,000 less than if they were issued last year. So that if the current oversight had been detected last year during the refunding of the bonds it would have cost the citizens of Crystal more than it will today!
- H. This was the first time for the various governmental bodies of the city plus staffs to work on a T.I.F. plan. It was noted by several knowledgeable consultants that coming up short on a project of this magnitude is not uncommon. In retrospect we all took a conservative estimate to the tax increment base and expenses. Here again the projections were too conservative. Fortunately, the actual revenues derived today more than offset existing and known future expense. We do not foresee any negative impact to the individual property owners in Crystal. In fact the project in the long term will significantly help maintain substantial business property tax base.

- I. Through the required amending process of the T.I.F. plan a new budget with all known expense categories will be completed. The HRA will, with the help of city staff, maintain a vigilance on the budget and regularly report to the City Council.
- J. The HRA in it's investigation could not find negligence or improper action on any individuals part. On the contrary those involved worked with the citizens and City of Crystal best interest in mind. A break down in communicating occurred. An audit requested by Jack Irving months before he left office discovered the incident. New checks and balances learned by this first time experience are in place and should prevent a delay in future recognition of budget variances.

SUMMARY:

It is difficult to find any tangible social, political or economic fault with this redevelopment project. It is clearly an asset to our community. The immediate effects and long term financial effects are in the best interest of not only our private but corporate citizens. This cleansing experience is proper health and has painted out what an asset we have with the project. The senior multi-tenant building will further increase the prospects value to our community as it finally becomes a reality after almost 13 years of work.

RECOMMENDATIONS:

The HRA respectfully requests that the City Council:

1. Officially appropriate \$419,800 from the PIR fund previously approved by the City Council and the HRA in the project financial plan.
2. Conduct the required public hearings and to amend the district plan and sell bonds to complete the financial obligation portion of the Bass Lake Road redevelopment project.

We as a Commission stand ready to assist the Council in it's deliberation. Thank you for individual foresight and courage that you have shown through this needed project.

cc: HRA Commission Members
John Olson, Acting City Manager
Miles Johnson, Finance Director

Dave Kennedy, HRA Attorney
John Irving, Retired City Manager

JS/J0/kg

03-Sep-87

EXHIBIT #1

CITY OF CRYSTAL TAX INCREMENT DISTRICT
 Budget vs Actual
 Miles D Johnson - City Treasurer

Page 1

Expenditures	Budget	Actual
Land Acquisition (includes real estate taxes, fixtures)	\$5,675,263.00	\$6,920,212.00
Relocation Assistance	\$683,980.00	\$661,217.00
Building Demolition	\$150,000.00	\$58,738.00
Construction	\$2,321,580.00	\$2,351,555.00
Engineer, Legal	\$498,139.00	\$817,986.00
Administration		\$78,400.00
	\$9,328,962.00	\$10,888,108.00

Revenue Sources	Budget	Actual
Sale of Land, Fixtures, Rent	\$1,291,588.00	\$1,153,915.00
CDBG Grant	\$592,088.00	\$510,000.00
Federal Revenue Share	\$342,033.00	\$342,033.00
PIR--City Funds	\$419,800.00	\$0.00
Municipal State Aid	\$1,498,661.00	\$1,364,819.00
Special Assessments	\$178,484.00	\$104,732.00
Hennepin County	\$338,820.00	\$0.00
MN/DOT Funds	\$0.00	\$0.00
Future Assessments	\$130,492.00	\$0.00
	\$4,791,966.00	\$3,475,499.00

Shortage Budget	\$4,536,996.00	
Shortage Actual		\$7,412,609.00
Bonds Issue Sale (1985)	\$5,865,000.00	
Less Capitalized Interest	(\$815,000.00)	
Bond Discount	(\$110,489.00)	
Useable Funds	\$4,939,511.00	\$4,939,511.00
Shortage After Bonding		\$2,473,098.00

BASS LAKE ROAD REDEVOLPMENT
Expense Breakdown by Category
Miles D Johnson - City Treasurer

Page 2

Contractors	Paid to Date	Balance Due	Total	Budget
Cates-Becker Park	\$387,716.85	\$20,406.15	\$408,123.00	
Hardrives-Becker Park	\$858,585.15	\$57,613.94	\$916,199.09	
Hardrives-Streetscape	\$426,670.38	\$56,624.68	\$483,295.06	
Northdale-55th to 56th	\$178,834.45	\$0.00	\$178,834.45	
NSP-Bass Lake Road	\$71,270.00	\$0.00	\$71,270.00	
Hardrives-Bass Lake Road-County	\$264,450.21	\$29,383.36	\$293,833.57	
Total Contractors			\$2,351,555.17	\$2,321,580.00
Land Acquisition				
Crystal Gallery	\$2,077,561.26		\$2,077,561.26	\$2,088,900.00
Becker Park	\$1,791,656.27		\$1,791,656.27	\$1,671,960.00
Family Apartments(incl 300M Phelps Drake)	\$1,430,373.56		\$1,430,373.56	\$1,050,000.00
Senior Housing (incl 240M Interest buydown) (210M 1st Federal)	\$450,000.00		\$450,000.00	\$210,000.00
Public Parking	\$663,043.66		\$663,043.66	\$654,403.00
Streetscape Easements	\$310,206.00		\$310,206.00	\$0.00
Total Land & Building Acquisition			\$6,722,840.75	\$5,675,263.00
Relocation				
Crystal Gallery	\$378,058.69		\$378,058.69	\$242,280.00
Becker Park	\$113,870.05		\$113,870.05	\$241,900.00
Family Apartments	\$115,784.24		\$115,784.24	\$100,000.00
Public Parking	\$53,504.03		\$53,504.03	\$99,800.00
Total Relocation			\$661,217.01	\$683,980.00
Fixtures				
Crystal Gallery	\$19,578.00		\$19,578.00	
Becker Park	\$29,328.05		\$29,328.05	
Family Apartments	\$9,377.00		\$9,377.00	
Public Parking	\$31,427.94		\$31,427.94	
Total Fixtures			\$89,710.99	\$0.00
Taxes				
Crystal Gallery	\$20,327.13		\$20,327.13	
Becker Park	\$43,990.94		\$43,990.94	
Family Apartments	\$32,721.60		\$32,721.60	
Public Parking	\$10,619.88		\$10,619.88	
Total Taxes			\$107,659.55	\$0.00

Misc-Consultants	Paid to Date	Balance Due	Total	Budget
BRW	\$431,013.85	\$59,000.00 (est)	\$490,013.85	
Von Klug	\$122,690.00		\$122,690.00	
Lefevre	\$92,746.96	\$5,000.00 (est)	\$97,746.96	
Bond Consultant (Sale, Legal, Bond Cert)	\$43,929.95		\$43,929.95	
Appraisals-Crystal Gallery	\$2,130.00		\$2,130.00	
Appraisals-Becker Park	\$3,025.00		\$3,025.00	
Appraisals-Family Apartments	\$220.00		\$220.00	
Appraisals-Public Parking	\$11,533.00		\$11,533.00	
Appraisals-Streetscape	\$20,523.20		\$20,523.20	
Appraisals-Various	\$3,000.00		\$3,000.00	
Appraisals-Various	\$6,580.00		\$6,580.00	
Condemnation Judges-Pub Parking	\$3,693.00		\$3,693.00	
Condemnation Judges-Multi Family	\$2,315.56		\$2,315.56	
Condemnation Judges-Streetscape	\$10,585.56		\$10,585.56	
Total Misc Consultants			\$817,986.08	\$498,139.00
Miscellaneous				
Moving Estimates-Becker Park	\$150.00		\$150.00	
Moving Estimates-Crystal Gallery	\$550.00		\$550.00	
Moving Estimates-Public Parking	\$300.00		\$300.00	
Misc-Family Apartments	\$889.25		\$889.25	
Misc-Testing, Eng, Publication-Sherburne Ave	\$12,684.93		\$12,684.93	
Demolition-Becker Park	\$30,369.13		\$30,369.13	\$75,000.00
Demolition-Family Housing	\$28,369.00		\$28,369.00	\$75,000.00
Weed Cutting-Becker Park	\$146.42		\$146.42	
Twin City Testing-Streetscape	\$3,848.90		\$3,848.90	
Twin City Testing-Becker Park	\$4,045.46		\$4,045.46	
Twin City Testing-Other	\$28.00		\$28.00	
Publications (Bids & Misc)	\$705.03		\$705.03	
Utilities-All Groups	\$2,045.58		\$2,045.58	
Viking Fence-Becker	\$26,864.98		\$26,864.98	
Extend Parking Lot (Carl's-Gallery)	\$3,300.00		\$3,300.00	
Bleachers-Becker	\$15,080.00		\$15,080.00	
Benches-Becker	\$522.81		\$522.81	
Misc Other (filing fees, abstract, catering, secure property, etc)	\$7,238.38		\$7,238.38	
			\$137,137.87	\$150,000.00
TOTALS			\$10,888,107.42	\$9,328,962.00
TOTAL AMT OVERBUDGET				\$1,559,145.42

TAX INCREMENT FINANCING - SUB GROUP DETAIL
Miles D Johnson - City Treasurer

Page 4

CRYSTAL GALLERY-Sub-Group A

	EXPENSES
Contractor	\$0.00
Land & Building Acquisition	\$2,077,561.26
Relocation	\$378,058.69
Fixtures	\$19,578.00
Taxes	\$20,327.13
Miscellaneous	
Appraisal	\$2,130.00
Moving Estimate	\$550.00
Extend Parking Lot	\$3,300.00
TOTAL SUB GROUP A	\$2,501,505.08

BECKER PARK-Sub-Group B

Contractor-Amt Paid-Cates Construction	\$387,716.85
Balance Due	\$20,406.15
Contractor-Amt Paid-Harddrives	\$858,585.15
Balance Due	\$57,613.94
Land & Building Acquisition	\$1,791,656.27
Relocation	\$113,870.05
Fixtures	\$29,328.05
Taxes	\$43,980.94
Miscellaneous	
Appraisals	\$3,025.00
Weed Cutting	\$146.42
Moving Estimates	\$150.00
Demolition	\$30,369.13
Twin City Testing	\$4,045.46
Fencing-Viking Fence	\$26,864.98
Bleachers	\$15,080.00
Benches	\$522.81
TOTAL SUB GROUP B	\$3,383,371.20

FAMILY APARTMENTS-Sub-Group C

Contractor	\$0.00
Land & Building Acquisition	\$1,430,373.56
Relocation	\$115,784.24
Fixtures	\$9,377.00
Taxes	\$32,721.60
Miscellaneous	
Appraisal (i)	\$220.00
Snow Plowing	\$789.25
Keys & Towing	\$100.00
Condemnation Judge	\$2,315.56
Demolition	\$28,369.00
TOTAL SUB GROUP C	\$1,620,050.21

SENIOR HOUSING-Sub-Group D

	EXPENSES
Contractor	\$0.00
Land & Building Acquisition	
First Federal	\$210,000.00
Brutgers(proposed)	\$240,000.00
TOTAL SUB GROUP D	\$450,000.00

STREETSCAPE-Sub-Group E

Contractor-Amt Paid-Harddrives	\$426,670.38
Balance Due	\$56,624.68
Contractor-Amt Paid-NSP	\$71,270.00
Balance Due	
Contractor-Amt Paid-Harddrives(County)	\$264,450.21
Balance Due	\$29,383.36
Land & Building Acquisition (Easements)	\$310,206.00
Miscellaneous	
Appraisals	\$20,523.20
Condemnation Judges	\$10,585.56
Twin City Testing	\$3,848.90
TOTAL SUB GROUP E	\$1,193,562.29

PUBLIC PARKING-Sub-Group F

Contractor	\$0.00
Land & Building Acquisition	\$663,043.66
Relocation	\$53,504.03
Fixtures	\$31,427.94
Taxes	\$10,619.88
Miscellaneous	
Appraisals	\$11,533.00
Moving Estimates	\$300.00
Condemnation Judges	\$3,693.00
TOTAL SUB GROUP F	\$774,121.51

SHERBURNE AVE 55TH-56TH-Sub-Group G

Contractor-Amt Paid-Northdale Construction	\$178,834.45
Balance Due	
Miscellaneous	
Twin City Test & Engineering Fees	\$12,684.93
TOTAL SUB GROUP G	\$191,519.38

MISCELLANEOUS EXPENSES NOT BROKEN OUT BY PROJECT

	EXPENSES
Consultants - Amt Paid -BRW	\$431,013.85
est Balance Due	\$59,000.00
Consultants - Amt Paid - Von Klug	\$122,690.00
est Balance Due	\$0.00
Legal - Amt Paid - Lefevre	\$92,746.96
est balance due	\$5,000.00
Bond Consultant - Sale, Legal, Bond Cert	\$43,929.95
Appraisals - Various	\$9,580.00
Twin City Testing - Other	\$28.00
Publications - Bids & Misc	\$705.03
Utilities - All	\$2,045.58
Misc Other - Filing Fees etc	\$7,238.38

TOTAL MISCELLANEOUS	\$773,977.75

TOTAL ALL PROJECTS

\$10,888,107.42

=====

August 31, 1987

TO: Miles Johnson, Finance Director
FROM: John A. Olson, Acting City Manager
RE: City Projects and Funds

The recent problem with the Tax Increment Financing District has pointed out a problem in the accounting of projects by the Finance Department. Since it appears that City funds are kept in one account and not physically separated by project or fund, the opportunity for error and overspending is magnified. Such is the case in the PIR Fund and in the Tax Increment Financing Fund.

To help eliminate this problem the following steps will be taken:

1. All projects will be listed separately with budgeted revenue shown along with current months expenditures and year-to-date expenditures broken down into accounts similar to the General Fund.
2. All projects current and pending must be placed in a computer program either through LOGIS or a local program by the end of the year.
3. When a project is approved by the City Council a meeting of the Finance Director, the appropriate department head, and the Assistant City Manager will take place to discuss how the project fund will be established, the costs charged, and the revenues expected and credited.
4. New projects will be posted on computer within one week of appropriation by City Council.
5. The Finance Director will issue a monthly written status report on all funds which shall be given to the City Manager after a monthly meeting with the appropriate department head and Assistant City Manager is held to discuss the project.
6. An additional report to the City Manager will be made by the Assistant City Manager after the initial meeting on the project and after each monthly meeting.
7. No project is allowed to go over budget without prior approval of the City Council after presentation of the situation by the City Manager.

JO/js

cc: All Department Heads

August 14, 1987

TO: Mayor Thomas Aaker and City Councilmembers

FROM: John R. Schaaf, Chairman, Crystal HRA
John A. Olson, Acting City Manager

RE: Bass Lake Road - Becker Park Tax Increment District

At its meeting of August 13, the Crystal Housing Redevelopment Authority was apprised by its staff of a potential shortfall in revenues for the Bass Lake Road - Becker Park Tax Increment District. This shortfall, at this point, appears to be between \$1.5 and \$2 million.

The HRA, in reviewing the material provided by staff at the meeting, moved to conduct a full inquiry into the cause of the shortfall and to present to the Council the method by which this shortfall can be eliminated.

Preliminary discussions with the Financial Consultants, Springsted, Inc., indicates that this shortfall can be eliminated by an additional bond issue. The bond issue can be covered by existing tax increment revenue and will not hamper the district in paying its obligations nor will it result in a tax levy to City residents.

Once the HRA has completed its work it will provide the Council with a full report as to the status of the district. If additional bonds are required this will necessitate an amendment to the tax increment district. A public hearing by the City Council is required to amend the district. In addition, if bonds need to be sold, the Council will have to authorize a bond sale.

It is anticipated that the HRA will have the background information available to the City Council prior to the meeting of September 15 at which time the HRA will request that the Council authorize bond sale and set a public hearing on the amendment to the district.

The information attached to this memo is preliminary in nature and is provided only to give background on what the HRA is basing its study.

JO/js

attachment

LeFevere
Lefler
Kennedy
O'Brien &
Drawz

a Professional
Association

2000 First Bank Place West
Minneapolis
Minnesota 55402

Telephone (612) 333-0543
Telecopier (612) 333-0540

Clayton L. LeFevere
Herbert P. Lefler
J. Dennis O'Brien
John E. Drawz
David J. Kennedy
Joseph E. Hamilton
John B. Dean
Glenn E. Purdue
Richard J. Schieffer
Charles L. LeFevere
Herbert P. Lefler III
James J. Thomson, Jr.
Thomas R. Galt
Dayle Nolan
John G. Kressel
Steven B. Schmidt
James M. Strommen
Ronald H. Batty
William P. Jordan
William R. Skallerud
Rodney D. Anderson
Corrine A. Heine
David D. Beaudoin
Paul E. Rasmussen
Steven M. Tallen
Mary Frances Skala
Christopher J. Harriethal
Timothy J. Pawlenty
Rolf A. Sponheim
Julie A. Bergh

September 15, 1987

Mr. John Olson
Acting City Manager
City of Crystal
4141 Douglas Drive North
Crystal, Minnesota 55422

Re: \$1,870,000 General Obligation Tax Increment
Bonds, Series 1987A
City of Crystal, Minnesota

Dear John:

Enclosed you will find ten copies of the resolution
authorizing the sale of the above bonds for inclusion
in the Council packets for this evening.

Yours very truly,


David J. Kennedy

DJK:caw

cc: Nancy Langness

Extract of Minutes of Meeting of the
City Council of the City of Crystal
County of Hennepin, Minnesota

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Crystal, Hennepin County, Minnesota, was duly held in the City Hall in said City on Tuesday, September 15, 1987, commencing at 7:00 P.M.

The following members were present:

and the following were absent:

* * *

* * *

* * *

The following resolution was presented by Councilmember _____ who moved its adoption, the reading of which had been dispensed with by unanimous consent:

RESOLUTION NO. 87-_____

RESOLUTION PROVIDING FOR THE ISSUANCE
AND SALE OF \$1,870,000 GENERAL OBLIGATION
TAX INCREMENT BONDS, SERIES 1987A

BE IT RESOLVED By the City Council of the City of Crystal, Hennepin County, Minnesota, (City) as follows:

1. It is hereby determined:

- (a) The City and the Housing and Redevelopment Authority of the City (HRA) has duly established the Bass Lake Road - Becker Park Redevelopment Project Area (Project Area) and a redevelopment tax increment financing district (TIF District) coterminous with the Project Area all pursuant to Minnesota Statutes, Chapter 469 (Act);

- (b) The City is authorized by the Act to issue and sell its general obligations to pay all or a portion of the public redevelopment costs (Costs) related to the TIF District as identified in the tax increment financing plan (TIF Plan) for the TIF District.
- (c) The City has heretofore issued and sold its General Obligation Redevelopment Bonds, Series 1985A (refunded by its General Obligation Redevelopment Bonds, Series 1986A for Costs). Additional funds are now needed to finance the Costs determined as follows:

<u>Public Improvements</u>	<u>Cost</u>
Uses:	
Land Acquisition	\$ 6,920,212
Relocation Assistance	661,217
Building Demolition	58,738
Construction	2,351,555
Engineering & Legal	817,986
Administration	78,400
Total Uses	\$10,888,108
Sources:	
Sale of Land, Fixtures, Rent	\$ 1,153,915
CDBG Grant	510,000
Federal Revenue Sharing	342,033
P.I.R. Fund - City	419,800
Special Assessments - Prepaid	104,732
Municipal State Aid	1,364,819
Bond Proceeds (Net)	4,936,000
Subtotal	\$ 8,831,299
Shortfall to be Funded	2,056,809
Total	\$10,888,108
Tax Exempt:	
Determined Shortfall	\$ 2,056,809
Less: Interest Writedown	(240,000)
Subtotal	\$ 1,816,809
Add: Costs of Issuance	19,531
Bond Discount	33,660
Net Tax Exempt Bonds	\$ 1,870,000

- (d) That it is necessary and expedient to the sound financial management of the affairs of the City to issue \$1,870,000 General Obligation Tax Increment Bonds, Series 1987A (Bonds) to provide financing for the Costs.

2. In order to provide financing for the Costs, the City shall therefore issue and sell Bonds in the amount of \$1,836,340. In order to provide in part the additional interest required to market the Bonds at

this time, additional Bonds shall be issued in the amount of \$33,660. Any excess of the purchase price of the Bonds over the sum of \$1,836,340 shall be credited to the debt service fund for the Bonds for the purpose of paying interest first coming due on such additional Bonds. The Bonds shall be issued, sold and delivered in accordance with the terms of the following Official Terms of Offering:

OFFICIAL TERMS OF OFFERING

\$1,870,000

CITY OF CRYSTAL, MINNESOTA

GENERAL OBLIGATION TAX INCREMENT BONDS, SERIES 1987A

Sealed bids for the Bonds will be opened by the City on Tuesday, October 20, 1987, at 12:00 Noon, Central Time, at the offices of SPRINGSTED Incorporated, 85 East Seventh Place, Suite 100, Saint Paul, Minnesota 55101-2143. Consideration for award of the Bonds will be by the City Council at 7:00 P.M., Central Time, of the same day.

DETAILS OF THE BONDS

The Bonds will be dated November 1, 1987, as the date of original issue, and will bear interest payable on February 1 and August 1 of each year, commencing August 1, 1988. Interest will be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to rules of the MSRB. The Bonds will be issued in the denomination of \$5,000 each, or in integral multiples thereof as requested by the Purchaser, and fully registered as to principal and interest. Principal will be payable at the main corporate office of the Registrar and interest on each Bond will be payable by check or draft of the Registrar mailed to the registered holder thereof at his address as it appears on the books of the Registrar as of the 15th day of the calendar month next preceding the interest payment.

The Bonds will mature February 1 in the amounts and years as follows:

\$ 50,000	1989	\$ 50,000	1993-2004	\$200,000	2006-2009
\$100,000	1990-1992	\$120,000	2005		

OPTIONAL REDEMPTION

The City may elect on February 1, 1997, and on any interest payment date thereafter, to prepay Bonds due on or after February 1, 1998. Redemption may be in whole or in part of the Bonds subject to prepayment. If redemption is in part, those Bonds remaining unpaid which have the latest maturity date will be prepaid first. If only part of the Bonds having a common maturity date are called for prepayment the specific Bonds to be prepaid will be chosen by lot by the Registrar. All prepayments shall be at a price of par and accrued interest.

SECURITY AND PURPOSE

The Bonds will be general obligations of the City for which the City will pledge its full faith and credit and power to levy direct general ad valorem taxes. In addition the City will pledge tax increment income from the City's Bass Lake Road - Becker Park Redevelopment District. The proceeds will be used to finance public redevelopment costs of the project.

TYPE OF BID

A sealed bid for not less than \$1,836,340 and accrued interest on the total principal amount of the Bonds shall be filed with the undersigned prior to the time set for the opening of bids. Also prior to the time set for bid opening, a certified or cashier's check in the amount of \$18,700, payable to the order of the City, shall have been filed with the undersigned or SPRINGSTED Incorporated, the City's Financial Advisor. No bid will be considered for which said check has not been filed. The check of the Purchaser will be retained by the City as liquidated damages in the event the Purchaser fails to comply with the accepted bid. The City will deposit the check of the Purchaser, the amount of which

will be deducted at settlement. No bid shall be withdrawn after the time set for opening bids unless the meeting of the City scheduled for consideration of the bids is adjourned, recessed, or continued to another date without award of the Bonds having been made. Rates offered by Bidders shall be in integral multiples of 5/100 or 1/8 of 1%. No rate for any maturity shall be more than 1% lower than any prior rate. Bonds of the same maturity shall bear a single rate from the date of the Bonds to the date of maturity.

AWARD

The Bonds will be awarded to the Bidder offering the lowest dollar interest cost to be determined by the deduction of the premium, if any, from, or the addition of any amount less than par, to the total dollar interest on the Bonds from their date to their final scheduled maturity. The City's computation of the total net dollar interest cost of each bid, in accordance with customary practice, will be controlling.

The City will reserve the right to: (i) waive non-substantive informalities of any bid or of matters relating to the receipt of bids and award of the Bonds, (ii) reject all bids without cause, and, (iii) reject any bid which the City determines to have failed to comply with the terms herein.

REGISTRAR

The City will name the Registrar which shall be subject to applicable SEC regulations. The City will pay for the services of the Registrar.

CUSIP NUMBERS

If the Bonds qualify for assignment of CUSIP numbers such numbers will be printed on the Bonds, but neither the failure to print such numbers on any Bond nor any error with respect thereto will constitute cause for failure or refusal by the Purchaser to accept delivery of the Bonds. The CUSIP Service Bureau charge for the assignment of CUSIP identification numbers shall be paid by the Purchaser.

SETTLEMENT

Within 40 days following the date of their award, the Bonds will be delivered without cost to the Purchaser at a place mutually satisfactory to the City and the Purchaser. Delivery will be subject to receipt by the Purchaser of an approving legal opinion of LeFevre, Lefler, Kennedy, O'Brien & Drawz, a Professional Association, Minneapolis, Minnesota, which opinion will be printed on the Bonds, and of customary closing papers, including a no-litigation certificate. On the date of settlement payment for the Bonds shall be made in federal, or equivalent, funds which shall be received at the offices of the City, or its designee, not later than 1:00 P.M., Central Time. Except as compliance with the terms of payment for the Bonds shall have been made impossible by action of the City, or its agents, the Purchaser shall be liable to the City for any loss suffered by the City by reason of the Purchaser's non-compliance with said terms for payment.

At settlement the Purchaser will be furnished with a certificate, signed by appropriate officers of the City, to the effect that the Official Statement did not as of the date of the Official Statement, and does not as of the date of settlement, contain any untrue statement of a material fact or omit to state a material fact necessary in order to make the statements therein, in light of the circumstances under which they were made, not misleading.

OFFICIAL STATEMENT

Underwriters may obtain a copy of the Official Statement by request to the City's Financial Advisor prior to the bid opening. The Purchaser will be provided with 25 copies of the Official Statement.

Dated September 15, 1987

BY ORDER OF THE CITY COUNCIL

/s/ _____

3. The City Clerk is authorized and directed to advertise the Bonds for sale in accordance with the foregoing Official Terms of Offering and to cause the abbreviated notice of sale attached hereto as Exhibit A, to be published in the manner required by law. The City Council shall meet at 7:00 p.m. on Tuesday, October 20, 1987, to consider bids on the Bonds and take any other appropriate action.

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

and the following voted against:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
)
COUNTY OF HENNEPIN) SS.
)
CITY OF CRYSTAL)

I, the undersigned, being the duly qualified and acting City Clerk of the City of Crystal, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the City Council of said City held on Tuesday, September 15, 1987, with the original thereof on file in my office and the same is a full, true and correct copy thereof, insofar as the same relates to the issuance and sale of \$1,870,000 General Obligation Tax Increment Bonds, Series 1987A.

WITNESS My hand as such City Clerk and the corporate seal of the City this _____ day of _____, 1987.

City Clerk
City of Crystal, Minnesota

(SEAL)

C11:00110987.RAU

EXHIBIT A

NOTICE OF BOND SALE
\$1,870,000 GENERAL OBLIGATION
TAX INCREMENT BONDS, SERIES 1987A
CITY OF CRYSTAL
HENNEPIN COUNTY, MINNESOTA

NOTICE IS HEREBY GIVEN that sealed bids for the purchase of the above bonds will be opened on Tuesday, October 20, 1987, at 12:00 o'clock noon, C.D.T., at the offices of Springsted, Inc., 85 East Seventh Place, Suite 100, St. Paul, Minnesota 55101, and will be considered at a regular meeting of the City Council at 7:00 p.m. on the same day, at the City Hall in Crystal, Minnesota. The Bonds are offered on the following terms. The Bonds will be dated November 1, 1987, will bear interest payable semiannually on each February 1 and August 1, commencing August 1, 1988, and will mature on February 1 in the years and amounts as follows:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
1989	\$ 50,000	2000	\$ 50,000
1990	100,000	2001	50,000
1991	100,000	2002	50,000
1992	100,000	2003	50,000
1993	50,000	2004	50,000
1994	50,000	2005	120,000
1995	50,000	2006	200,000
1996	50,000	2007	200,000
1997	50,000	2008	200,000
1998	50,000	2009	200,000
1999	50,000		

The City may elect on February 1, 1997 and on any interest payment date thereafter to redeem and prepay bonds of this issue in whole or in part, in inverse order of maturities and by lot within maturities, maturing on or after February 1, 1998 at a price of par plus accrued interest to date of redemption.

Bidders must specify a price of not less than \$1,836,340 plus accrued interest. A legal opinion on the Bonds will be furnished by LeFevere, Lefler, Kennedy, O'Brien & Drawz, a Professional Association, Minneapolis, Minnesota. The proceeds of the bonds will be used to finance public redevelopment costs related to a tax increment financing district in the City.

Bidders should be aware that the Official Statement to be distributed for the bonds may contain additional bidding terms and information relative to the bonds. In the event of a variance between statement in this Notice of Bond Sale and the Official Statement the provisions of the latter shall be those with which to comply.

BY ORDER OF THE CITY COUNCIL

/s/ Darlene George
City Clerk

Dated: September 15, 1987.

C11:00110987.RAU

LeFevere
Lefler
Kennedy
O'Brien &
Drawz

a Professional
Association

2000 First Bank Place West
Minneapolis
Minnesota 55402

Telephone (612) 333-0543
Telecopier (612) 333-0540

Clayton L. LeFevere
Herbert P. Lefler
J. Dennis O'Brien
John E. Drawz
David J. Kennedy
Joseph E. Hamilton
John B. Dean
Glenn E. Purdue
Richard J. Schieffer
Charles L. LeFevere
Herbert P. Lefler III
James J. Thomson, Jr.
Thomas R. Galt
Dayle Nolan
John G. Kressel
Steven B. Schmidt
James M. Strommen
Ronald H. Batty
William P. Jordan
William R. Skallerud
Rodney D. Anderson
Corrine A. Heine
David D. Beaudoin
Paul E. Rasmussen
Steven M. Tallen
Mary Frances Skala
Christopher J. Harristhal
Timothy J. Pawlenty
Rolf A. Sponheim
Julie A. Bergh

September 15, 1987

Mr. John Olson
Acting City Manager
City of Crystal
4141 Douglas Drive North
Crystal, Minnesota 55422

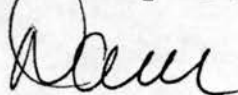
Re: Civil Service Handbook

Dear John:

Dayle Nolan of our office has completed her review of the Handbook and has no fundamental problems with it in the context of employer-employee relations law. She has, however, restated my objection to the use of the Civil Service Commission for grievance arbitration, but the Council has indicated its willingness to go along with that procedure. Thus, I believe it appropriate for the Council to give second reading to the ordinance changes necessitated by the Handbook.

Ms. Nolan did point out, however, a number of technical matters in the proposed Handbook that I had not previously noted. And I see that your department heads also still have some questions on specific points. I know that the Commission is eager to get the Handbook adopted and in place, but I do think that a final review by the City staff is in order. I would think that review could be completed shortly.

Yours very truly,



David J. Kennedy

DJK:caw

RESOLUTION NO. 87-_____

RESOLUTION RELATING TO THE BASS LAKE
ROAD - BECKER PARK REDEVELOPMENT PROJECT
AREA: CALLING A PUBLIC HEARING.

BE IT RESOLVED By the City Council of the City of
Crystal, Minnesota, (City) as follows:

1. The Housing and Redevelopment Authority of the City of Crystal, Minnesota, has by resolution requested the City Council to conduct a public hearing on a proposed modification to the tax increment financing plan (TIF Plan) embodied in "Bass Lake Road - Becker Park Tax Increment Financing Plan - Modification No. 1" (Modification No. 1), now on file with the City Clerk all as provided in Minnesota Statutes, Chapter 469.

2. The City Council shall meet on Tuesday, October 6, 1987, at 7:00 p.m. to conduct a public hearing on Modification No. 1.

3. The Clerk is authorized and directed to publish a notice of public hearing in substantially the form attached hereto as Exhibit A, and to mail the notice of hearing to the School Board of Independent School District No. 281 and the Hennepin County Board of Commissioners.

Mayor

Attest:

Clerk

C11:0011RE01.F16

~~EXHIBIT A~~

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City Council of the City of Crystal, Minnesota, will meet on Tuesday,

October 6, 1987

at 7:00 p.m., or as soon thereafter as the matter may be heard to conduct a public hearing on a proposed modification to the Tax Increment Financing Plan (Modification No. 1) for the Bass Lake Road - Becker Park Redevelopment Project Area in the City. Modification No. 1 consists of changes in the actual public redevelopment costs over original estimates and an increase in the amount of bonded indebtedness to be increased in aid of the Project Area. The hearing will be conducted in accordance with Minnesota Statutes, Chapter 469. Copies of Modification No. 1 are on file for public inspection at the office of the Crystal City Clerk Monday through Friday during normal business hours.

Any person wishing to express an opinion regarding Modification No. 1 will be heard orally or in writing at the public hearing.

BY ORDER OF THE CITY COUNCIL

/s/ Darlene George
City Clerk

Dated: September 15, 1987

C11:0011RE01.F16



Public Finance Advisors
85 East Seventh Place, Suite 100
Saint Paul, Minnesota 55101-2143
612-223-3000

September 11, 1987

Mayor Thomas Aaker
Members of the City Council
Mr. John Olson, Acting City Manager
Mr. Miles Johnson, Treasurer
City of Crystal
4141 Douglas Drive
Crystal, Minnesota 55422

RE: \$1,870,000 General Obligation Tax Increment Bonds, Series 1987A
(Bass Lake Road - Becker Park Tax Increment District)

This summary is intended to highlight the principal components of this issue which will be explained in detail in our recommendations to be delivered to the City prior to the Council meeting. We would normally have completed our recommendations by this time, but due to our continuing evaluation of funding options and our intent to be as definitive as possible in our recommendations, we are asking the City's indulgence for some extra time in order to properly prepare the recommendations.

At the Council meeting we will be presenting our recommendations and asking the City Council to adopt a resolution calling for the taking of bids on this issue at its regular meeting on October 20, 1987. On October 20, the City will receive the bids and consider a resolution as to award.

We are enclosing four summary appendices. Appendix I is a comparison of the District's original project budget to actual experience. This schedule shows the total shortfall to be \$2,056,809. Of this shortfall, the City staff and SPRINGSTED Incorporated are recommending \$240,000 be funded by a loan from the PIR fund and the balance be financed by this issue. Appendix II estimates the composition of the issue. Appendix III is the estimated debt service of the issue. Appendix IV is the estimate of the District's total cash flow to repay existing debt service and to retire this new issue. Given certain internal funding which will be fully explained at the Council meeting, the District is estimated to have sufficient increment income to fully fund all debt service obligations and repay all internally loan funds during the term of the District.

City of Crystal, Minnesota
September 11, 1987
Page 2

We will fully present all financing components, projections and assumptions at the Council meeting. We will be glad to respond to any questions the City may have both prior to and at that meeting.

Respectfully submitted,

A handwritten signature in cursive script, reading "Dave MacGillivray". The signature is written in dark ink and is positioned above the printed name.

David N. MacGillivray
Project Manager

dah

Enclosures

CITY OF CRYSTAL, MINNESOTA

TAX INCREMENT DISTRICT

BUDGET VERSUS ACTUAL

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Expenditures:			
Land Acquisition	\$5,675,263	\$ 6,920,212	\$1,244,949
Relocation Assistance	683,980	661,217	(22,763)
Building Demolition	150,000	58,738	(91,262)
Construction	2,321,580	2,351,555	29,975
Engineering, Legal	498,139	817,986	319,847
Administration	<u>-0-</u>	<u>78,400</u>	<u>78,400</u>
Total	\$9,328,962	\$10,888,108	\$1,559,146
Sources of Revenue			
Sale of Land, Fixtures, Rent	\$1,291,588	\$1,153,915	\$ (137,673)
CDBG Grant	592,088	510,000	(82,088)
Federal Revenue Sharing	342,033	342,033	-0-
PIR - City Funds	419,800	419,800*	-0-
Municipal State Aid	1,498,661	1,364,819	(133,842)
Special Assessments	178,484	104,732	(73,752)
Hennepin County	338,820	-0-	(338,820)
Future Assessments	<u>130,492</u>	<u>-0-</u>	<u>(130,492)</u>
Subtotal	\$4,791,966	\$3,895,299	\$ (896,667)
1985 Bonds (Net)		<u>4,936,000</u>	
Total		\$8,831,299	
Shortfall		\$2,056,809	

* To be transferred by the City.

COMPOSITION OF BOND ISSUE

Tax Exempt

Determined Shortfall	\$2,056,809
Less: Interest Writedown	<u>(240,000)</u>
Subtotal	\$1,816,809
Add: Costs of Issuance	19,531
Bond Discount	<u>33,660</u>
Net Tax Exempt Bonds	\$1,870,000

CITY OF CRYSTAL, MINNESOTA
\$1,870,000 TAX EXEMPT PORTION

Prepared September 10, 1987
By SPRINGSTED Incorporated

Dated: 11- 1-1987
Mature: 2- 1

SCHEDULE A

Year of Levy (1)	Year of Mat. (2)	Principal (3)	Rates (4)	Interest (5)	Total Principal & Interest (6)
1987	1989	50,000	5.00%	159,294	209,294
1988	1990	100,000	5.25%	124,935	224,935
1989	1991	100,000	5.50%	119,685	219,685
1990	1992	100,000	5.70%	114,185	214,185
1991	1993	50,000	5.90%	108,485	158,485
1992	1994	50,000	6.10%	105,535	155,535
1993	1995	50,000	6.25%	102,485	152,485
1994	1996	50,000	6.40%	99,360	149,360
1995	1997	50,000	6.50%	96,160	146,160
1996	1998	50,000	6.60%	92,910	142,910
1997	1999	50,000	6.70%	89,610	139,610
1998	2000	50,000	6.80%	86,260	136,260
1999	2001	50,000	6.90%	82,860	132,860
2000	2002	50,000	7.00%	79,410	129,410
2001	2003	50,000	7.10%	75,910	125,910
2002	2004	50,000	7.20%	72,360	122,360
2003	2005	120,000	7.30%	68,760	188,760
2004	2006	200,000	7.40%	60,000	260,000
2005	2007	200,000	7.50%	45,200	245,200
2006	2008	200,000	7.50%	30,200	230,200
2007	2009	200,000	7.60%	15,200	215,200
TOTALS:		1,870,000		1,828,804	3,698,804

Bond Years:	25,357.50	Annual Interest:	1,828,804
Avg. Maturity:	13.56	Plus Discount:	33,660
Avg. Annual Rate:	7.212%	Net Interest:	1,862,464
N.I.C. Rate:	7.345%		

Interest rates are estimates; changes may cause significant alterations of this schedule.
The actual underwriter's discount bid may also vary.

CITY OF CRYSTAL, MINNESOTA
TAX INCREMENT PROTECTION

SCHEDULE B

PREPARED 09/10/87
BY SPRINGSTED INCORPORATED

			CAPTURED VALUATION					TAX INC. PROJ. WITH A MILL RATE OF 110		ASSESSMENT INCOME	TOTAL REVENUE	LESS DEBT SERVICE ON REFUNDING 1986A BONDS	ANNUAL SURPLUS	\$1,870,000 TAX EXEMPT DEBT SERVICE	TRANSFER FROM P. I. R. FUND	CUMULATIVE BALANCE
LEVY YEAR	COL. YEAR	MAT. YEAR	CURRENT VALUATION	CRYSTAL LINOLEUM	ELDERLY HOUSING	NEW RETAIL	MULTI- FAMILY HOUSING	TOTAL CAPTURED VALUATION								
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)
BEGINNING BAL.																N/A
1984	1985	1986	1,164,522	0	0	0	0	1,164,522	128.097	0	128,097	0	128,097			(10,327)(c)
1985	1986	1987	2,952,802	0	0	0	0	2,952,802	324,808	0	0 (a)	255,856	0		266,183 (b)	0
1986	1987	1988	2,567,204	272,650	0	1,498,107	558,348	4,896,309	538,594	0	538,594	438,610	99,984			99,984
1987	1988	1989	2,567,204	272,650	0	1,498,107	1,710,308	6,048,269	665,310	20,282	685,592	438,610	246,982	209,294		137,672
1988	1989	1990	2,567,204	272,650	0	1,498,107	1,803,332	6,141,293	675,542	19,176	694,718	438,610	256,108	224,935		168,845
1989	1990	1991	2,567,204	272,650	782,000	1,498,107	1,877,958	6,997,919	769,771	18,069	787,840	438,610	349,230	219,685		298,390
1990	1991	1992	2,567,204	272,650	782,000	1,498,107	1,967,509	7,087,470	779,622	16,963	796,585	548,610	247,975	214,185		332,180
1991	1992	1993	2,567,204	272,650	782,000	1,498,107	1,972,000	7,091,961	780,116	15,857	795,973	631,735	164,238	158,485		337,933
1992	1993	1994	2,567,204	272,650	782,000	1,498,107	1,972,000	7,091,961	780,116	0	780,116	618,735	161,381	155,535		343,779
1993	1994	1995	2,567,204	272,650	782,000	1,498,107	1,972,000	7,091,961	780,116	0	780,116	630,235	149,881	152,485		341,175
1994	1995	1996	2,567,204	272,650	782,000	1,498,107	1,972,000	7,091,961	780,116	0	780,116	634,485	145,631	149,360		337,446
1995	1996	1997	2,567,204	272,650	782,000	1,498,107	1,972,000	7,091,961	780,116	0	780,116	642,090	138,026	146,160		329,312
1996	1997	1998	2,567,204	272,650	782,000	1,536,798	1,972,000	7,130,652	784,372	0	784,372	647,650	136,722	142,910		323,124
1997	1998	1999	2,567,204	272,650	782,000	1,603,910	1,972,000	7,197,764	791,754	0	791,754	646,263	145,491	139,610		329,005
1998	1999	2000	2,567,204	272,650	782,000	1,673,370	1,972,000	7,267,224	799,395	0	799,395	668,268	131,127	136,260		323,872
1999	2000	2001	2,567,204	272,650	782,000	1,745,262	1,972,000	7,339,116	807,303	0	807,303	661,628	145,675	132,860		336,687
2000	2001	2002	2,567,204	272,650	782,000	1,819,669	1,972,000	7,413,523	815,488	0	815,488	653,128	162,360	129,410		369,637
2001	2002	2003	2,567,204	272,650	782,000	1,896,682	1,972,000	7,490,536	823,959	0	823,959	712,728	111,231	125,910		354,958
2002	2003	2004	2,567,204	272,650	782,000	1,976,389	1,972,000	7,570,243	832,727	0	832,727	689,998	142,729	122,360		375,327
2003	2004	2005	2,567,204	272,650	782,000	2,058,886	1,972,000	7,652,740	841,801	0	841,801	635,860	205,941	188,760		392,508
2004	2005	2006	2,567,204	272,650	782,000	2,144,271	1,972,000	7,738,125	851,194	0	851,194	582,640	268,554	260,000		401,062
2005	2006	2007	2,567,204	272,650	782,000	2,232,644	1,972,000	7,826,498	860,915	0	860,915	530,590	330,325	245,200		486,187
2006	2007	2008	2,567,204	272,650	782,000	2,324,110	1,972,000	7,917,964	870,976	0	870,976	479,710	391,266	230,200		647,253
2007	2008	2009	2,567,204	272,650	782,000	2,418,778	1,972,000	8,012,632	881,390	0	881,390	0	881,390	215,200		1,313,443
TOTALS			60,595,812	5,998,300	14,858,000	38,411,839	41,441,455	161,305,406	17,743,598	90,347	17,509,137	12,624,649	5,140,344	3,698,804	266,183	

NOTES (a) All of the 1986 TIF Income was transferred to the P.I.R. Fund and none of it is available for debt service.

(b) The Transfer from the P.I.R. Fund to the Debt Service Fund was necessary in order to pay the February 1, 1987 debt service and balance the debt service fund.

(c) This is the actual December 31, 1986 Debt Service Fund balance as audited.

September 14, 1987

TO: City of Crystal Councilmembers
FROM: John A. Olson, Acting City Manager
RE: Recommendations for issuance of
General Obligation Tax Increment Bonds

Enclosed please find a copy of Recommendations for City of Crystal General Obligation Tax Increment Bonds, Series 1987A which was hand delivered today from Springsted, Incorporated.

This document is for consideration of the tax increment item on the Council Agenda for the September 15 meeting.

RECOMMENDATIONS

FOR

CITY OF CRYSTAL, MINNESOTA

\$1,870,000

GENERAL OBLIGATION TAX INCREMENT BONDS, SERIES 1987A

STUDY NO. 3306

September 14, 1987

SPRINGSTED Incorporated



Public Finance Advisors
85 East Seventh Place, Suite 100
Saint Paul, Minnesota 55101-2143
612-223-3000

September 14, 1987

Mayor Thomas Aaker
Members, City Council
Mr. John A. Olson, Acting City Manager
Crystal City Hall
4141 Douglas Drive North
Crystal, Minnesota 55422

RE: Recommendations for the Issuance of \$1,870,000 General Obligation
Tax Increment Bonds, Series 1987A

We respectfully request your consideration of our recommendations for the issuance of these bonds. Proceeds of these bonds will be used to complete the financing of project costs associated with the Bass Lake Road - Becker Park Redevelopment District. This district was formed in 1983 and was designed to provide substantial redevelopment along Bass Lake Road from Broadway to Highway 169. On March 19, 1985, the City issued \$5,865,000 of tax increment bonds to finance the public costs associated with this project. Of that amount, \$815,000 was to be used for capitalized interest on the original bonds through February 1, 1988. There was also a provision for bond discount and costs of issuance. The net bond proceeds available for project expenditures amounted to \$4,936,000. That amount of money was deemed adequate to fund all of the project expenditures. It included \$200,000 as a contingency to offset deviations in those costs which were still estimates.

The actual expenditures have exceeded the original budget costs. We have been provided by City staff a listing of the final actual project expenditures and the sources of revenue which actually became available, and have applied those against the budgeted items. Appendix I, attached, is the summary of the budget versus actual sources and uses of funds. As can be seen from the Appendix, expenditures increased \$1,559,146 more than the original budget. The sources of revenue were reduced by \$896,667. This leaves a shortfall after the 1985 bonding of \$2,056,809. The proposed bond issue consists of the following components:

City of Crystal, Minnesota
September 14, 1987

Determined Shortfall (from Appendix I)	\$2,056,809
Less: Interest Writedown (Included in Land Acquisition)	<u>(240,000)</u>
Subtotal Shortfall	\$1,816,809
Add: Costs of Issuance and Discount	<u>53,191</u>
Total Bond Issue	<u>\$1,870,000</u>

The \$240,000 interest rate writedown has been determined to be a "private activity" cost under the 1986 Tax Reform Act regulations. This would require taxable bonds for this portion. The City has decided to fund this cost internally from the P.I.R. fund. The above estimates assume the City will also transfer from the P.I.R. fund to the project construction fund the \$419,800 originally budgeted for the project. We have included this as a revenue source in Appendix I.

Appendix II is our projected principal and interest requirement for the proposed bond issue. The bonds will be dated November 1, 1987, and principal will mature on February 1, 1989 through 2009. The City's first incremental income was received in 1984, and with the statutory limitation of 25 increments results in a final increment to be received in 2008 to pay the February 1 principal and interest due in 2009. The first interest payment on the new bonds will be due on August 1, 1988, payable from the first-half collections of incremental income received by the City in June and July, 1988. The surplus of the first-half collections, plus all of the second-half collections, will be available to pay the February 1, 1989 debt service for both this issue and the 1986 refunding issue of the 1985 bonds. This bond issue defers a substantial amount of principal until the last five years, primarily because the 1986 refunding bonds reduced the debt service requirements of the 1985 bonds, freeing up debt service capacity for this new issue.

Appendix III is our projected cash flow for the revenues to be received and the total debt service requirements for both issues. Column 1 is the year of which valuation is assessed and becomes available for a tax levy that year. Column 2 is the year the taxes are collected and column 3 represents the year in which the principal matures. Column 4 represents the captured assessed value of property within the district, exclusive of the four new development projects. No inflation has been attributed to those values. Column 5 is the taxable assessed value that is captured with the construction of the Crystal Linoleum and Carpet Company building. The incremental value is guaranteed by the developer through an assessment agreement and a development agreement with the City.

Column 6 is the Becker Park Elderly Housing Project, which has not yet been constructed. The City does have a development agreement with Becker Park Elderly Housing Associates which requires them to construct the facility at a value not less than the numbers shown in this column. There is no assessment agreement associated with this development agreement however.

City of Crystal, Minnesota
September 14, 1987

Column 7 represents new retail space consisting primarily of the Crystal Gallery, plus other nearby retail growth. An inflation factor is built into these projections; however, the first inflation is projected in 1996 values. Lincoln Properties has entered into a development agreement and an assessment agreement with the City for minimum values for the Crystal Gallery portion.

Column 8 represents the CHP Limited Partnership Multi-Family Housing Project, which is completed and for which a development agreement and assessment agreement is in place. No inflation has been assumed for growth of values of this project either. Column 9 represents the total captured taxable assessed valuations of columns 4 through column 8.

Those captured values are then multiplied times the mill rate to determine the amount of tax increment that becomes available to the City. Column 10 is our projection of the tax increment income, assuming a mill rate of 110 mills. This mill rate is high by historical standards; however, the mill rate has been growing over the last several years. For taxes levied in 1986, payable 1987, the total mill rate was 112.372 mills. To the extent the mill rate varies up or down, the incremental income available to the City will move in the same direction, assuming no significant reduction in captured valuation.

Another source of revenue available to the City represents the uncollected special assessments which total \$73,752. These assessments are amortized over five remaining years at an interest rate of 7.5% on the unpaid balance. Initially, the City assessed \$178,484 of which \$104,732 has been prepaid. We have made no assumptions as to future prepayments or delinquencies of those remaining assessments. The assessment income, as projected, is shown in column 11. Column 12 represents the total combined revenue available to pay debt service.

In 1986, the City refunded the 1985 bonds through the use of an advance refunding issue. Approximately \$1,020,000 was required to fund the escrow account as "front money" which was temporarily borrowed from the P.I.R. fund. At the end of 1986, the City's Auditor instructed the staff to transfer from the tax increment construction and debt service fund the full amount back to the P.I.R. fund. This made the P.I.R. fund whole again, however it left the tax increment bond fund and construction fund short of money. The December 31, 1986 fund balance in the debt service fund for the tax increment bonds was a minus \$10,327. Footnote (a) in column 12 indicates that all of the TIF income that was received by the City in 1986, which went to the debt service fund, in actuality was transferred to the P.I.R. fund, and therefore no TIF income was available to pay the February 1, 1987 principal and interest payment of \$255,856. That amount of money was in fact paid by the P.I.R. fund which also zeroed out the negative in the debt service fund. This transfer of money back from the P.I.R. fund to the debt service fund is shown in column 16.

The annual tax increment income, available for project use after paying the 1986 refunding bonds, is shown in column 14. This money is available to pay the debt service on the new bond issue being proposed. The debt service on the new issue is shown in column 15 and is the amount calculated in column 6 of Appendix II. We hasten to point out that this debt service projection does

City of Crystal, Minnesota
September 14, 1987

not take into account the statutory requirement of the 5% overlevy. Minnesota Statutes does require that the City provide for revenues equal to not less than 105% of actual debt service costs. To the extent that surpluses do in fact accrue as shown in column 17, the 5% overlevy requirement can be met.

As stated previously, column 16 represents the transfer of money from the P.I.R. fund to the debt service fund for the 1986 tax increment bonds. That money can be repaid to the P.I.R. fund when sufficient surpluses accrue in the tax increment debt service fund. We project this will be in about five years. However, that is contingent upon the actual realization of income as projected. If the revenue does not materialize as rapidly as projected, the transfers cannot be made back to the P.I.R. fund unless other revenues are made available by the City which revenues could include a property tax levy. These bonds will be general obligations of the City, and the City will pledge its full faith and credit and unlimited taxing powers in support of the debt service. Our projections do not indicate the need of a tax levy at this time. It is important however that the City each year in its budgeting process, review the debt service fund for availability of revenues and be certain that the amounts of money necessary to pay the debt service on these two issues will be on hand. If revenues are expected to be deficient, then a tax levy for the deficit should be certified or a transfer from other funds made.

The 1987 legislature made significant changes to property tax valuations. It is likely the 1988 legislative session will also address these changes and may make additional changes. As those changes effect commercial and housing properties, the increments projected may also change. These changes make it even more important that the City closely monitor this district to determine the adequacy of the revenues.

In addition to the transfer from the P.I.R. fund of \$266,183, the City has also committed to pay \$240,000 from the P.I.R. fund for interest rate writedown for the Multi-Family Housing Project. That amount of money will also be reimbursed from future incremental income when it becomes available. The combined amounts may not become fully available until the end of the district life in 2008.

The Tax Reform Act of 1986 has had an impact on municipal bond financing. This is especially true as it relates to tax increment issues. Mr. Kennedy has determined that there are sufficient public purpose costs associated with this new bond issue so that the bonds can be issued as tax-exempt bonds. The Act also established certain arbitrage reporting and rebate requirements for issuers of tax-exempt bonds. In essence, an issuer must report and rebate the amount of reinvestment income which exceeds the income which would have been earned if the same amount had been invested at the rate on the bonds. There are several exemptions to the reporting and rebate requirements involving small issuers who issue less than \$5,000,000 of government purpose bonds in any calendar year, issues of which all proceeds are expended within six months of issuance and for debt service funds on which actual earnings are less than \$100,000 per year. The City is exempt from the reporting and rebate requirements since its total bonding needs for calendar year 1987 are expected to be less than \$5,000,000. Also, the City would qualify for the exemption

City of Crystal, Minnesota
September 14, 1987

since all of the proceeds will have been expended and the City would fall within the six-month expenditure test.

We are recommending the City also authorize SPRINGSTED Incorporated to request a rating on your behalf from Moody's Investors Service. The City is currently rated "A" by Moody's, and we would anticipate this rating will be continued for this offering.

We are recommending the bonds be offered for sale on Tuesday, October 20, with bids to be received in the offices of SPRINGSTED Incorporated at 12:00 Noon. Bids will be verified for accuracy and tabulated to be presented to the Council at 7:00 P.M. that same evening. Proceeds of the bonds will be available in mid-November.

Respectfully submitted,


SPRINGSTED Incorporated

/dlr

CITY OF CRYSTAL, MINNESOTA

TAX INCREMENT DISTRICT
BUDGET VERSUS ACTUAL

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Expenditures:			
Land Acquisition	\$5,675,263	\$ 6,920,212	\$1,244,949
Relocation Assistance	683,980	661,217	(22,763)
Building Demolition	150,000	58,738	(91,262)
Construction	2,321,580	2,351,555	29,975
Engineering, Legal	498,139	817,986	319,847
Administration	<u>-0-</u>	<u>78,400</u>	<u>78,400</u>
Total	\$9,328,962	\$10,888,108	\$1,559,146
Sources of Revenue			
Sale of Land, Fixtures, Rent	\$1,291,588	\$1,153,915	\$ (137,673)
CDBG Grant	592,088	510,000	(82,088)
Federal Revenue Sharing	342,033	342,033	-0-
PIR - City Funds	419,800	419,800*	-0-
Municipal State Aid	1,498,661	1,364,819	(133,842)
Special Assessments	178,484	104,732	(73,752)
Hennepin County	338,820	-0-	(338,820)
Future Assessments	<u>130,492</u>	<u>-0-</u>	<u>(130,492)</u>
Subtotal	\$4,791,966	\$3,895,299	\$ (896,667)
1985 Bonds (Net)		<u>4,936,000</u>	
Total		\$8,831,299	
Shortfall		\$2,056,809	

* To be transferred by the City.

Prepared by SPRINGSTED Incorporated
September 10, 1987

CITY OF CRYSTAL, MINNESOTA
\$1,870,000 TAX EXEMPT PORTION

Prepared September 10, 1987
By SPRINGSTED Incorporated

Dated: 11- 1-1987
Mature: 2- 1

Year of Levy (1)	Year of Mat. (2)	Principal (3)	Rates (4)	Interest (5)	Total Principal & Interest (6)
1987	1989	50,000	5.00%	159,294	209,294
1988	1990	100,000	5.25%	124,935	224,935
1989	1991	100,000	5.50%	119,685	219,685
1990	1992	100,000	5.70%	114,185	214,185
1991	1993	50,000	5.90%	108,485	158,485
1992	1994	50,000	6.10%	105,535	155,535
1993	1995	50,000	6.25%	102,485	152,485
1994	1996	50,000	6.40%	99,360	149,360
1995	1997	50,000	6.50%	96,160	146,160
1996	1998	50,000	6.60%	92,910	142,910
1997	1999	50,000	6.70%	89,610	139,610
1998	2000	50,000	6.80%	86,260	136,260
1999	2001	50,000	6.90%	82,860	132,860
2000	2002	50,000	7.00%	79,410	129,410
2001	2003	50,000	7.10%	75,910	125,910
2002	2004	50,000	7.20%	72,360	122,360
2003	2005	120,000	7.30%	68,760	188,760
2004	2006	200,000	7.40%	60,000	260,000
2005	2007	200,000	7.50%	45,200	245,200
2006	2008	200,000	7.50%	30,200	230,200
2007	2009	200,000	7.60%	15,200	215,200
TOTALS:		1,870,000		1,828,804	3,698,804

Bond Years:	25,357.50	Annual Interest:	1,828,804
Avg. Maturity:	13.56	Plus Discount:	33,660
Avg. Annual Rate:	7.212%	Net Interest:	1,862,464
N.I.C. Rate:	7.345%		

Interest rates are estimates; changes may cause significant alterations of this schedule.
The actual underwriter's discount bid may also vary.

CITY OF CRYSTAL, MINNESOTA
TAX INCREMENT PROTECTION

PREPARED 09/10/87
BY SPRINGSTED INCORPORATED

LEVY YEAR	COL. YEAR	MAT. YEAR	CAPTURED VALUATION					TOTAL CAPTURED VALUATION	TAX INC. PROJ. WITH A MILL RATE OF 110	ASSESSMENT INCOME	TOTAL REVENUE	LESS DEBT SERVICE ON REFUNDING 1986A BONDS	ANNUAL SURPLUS	\$1,870,000 TAX EXEMPT DEBT SERVICE	TRANSFER FROM P. I. R. FUND	CUMULATIVE BALANCE
			CURRENT VALUATION	CRYSTAL LINOLEUM	ELDERLY HOUSING	NEW RETAIL	MULTI- FAMILY HOUSING									
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)
BEGINNING BAL.																N/A
1984 1985 1986			1,164,522	0	0	0	0	1,164,522	128,097	0	128,097	0	128,097			(10,327) (c)
1985 1986 1987			2,952,802	0	0	0	0	2,952,802	324,808	0	0 (a)	255,856	0		266,183 (b)	0
1986 1987 1988			2,567,204	272,650	0	1,498,107	558,348	4,896,309	538,594	0	538,594	438,610	99,984			99,984
1987 1988 1989			2,567,204	272,650	0	1,498,107	1,710,308	6,048,269	665,310	20,282	685,592	438,610	246,982	209,294		137,672
1988 1989 1990			2,567,204	272,650	0	1,498,107	1,803,332	6,141,293	675,542	19,176	694,718	438,610	256,108	224,935		168,845
1989 1990 1991			2,567,204	272,650	782,000	1,498,107	1,877,958	6,997,919	769,771	18,069	787,840	438,610	349,230	219,685		298,390
1990 1991 1992			2,567,204	272,650	782,000	1,498,107	1,967,509	7,087,470	779,622	16,963	796,585	548,610	247,975	214,185		332,180
1991 1992 1993			2,567,204	272,650	782,000	1,498,107	1,972,000	7,091,961	780,116	15,857	795,973	631,735	164,238	158,485		337,933
1992 1993 1994			2,567,204	272,650	782,000	1,498,107	1,972,000	7,091,961	780,116	0	780,116	618,735	161,381	155,535		343,779
1993 1994 1995			2,567,204	272,650	782,000	1,498,107	1,972,000	7,091,961	780,116	0	780,116	630,235	149,881	152,485		341,175
1994 1995 1996			2,567,204	272,650	782,000	1,498,107	1,972,000	7,091,961	780,116	0	780,116	634,485	145,631	149,360		337,446
1995 1996 1997			2,567,204	272,650	782,000	1,498,107	1,972,000	7,091,961	780,116	0	780,116	642,090	138,026	146,160		329,312
1996 1997 1998			2,567,204	272,650	782,000	1,536,798	1,972,000	7,130,652	784,372	0	784,372	647,650	136,722	142,910		323,124
1997 1998 1999			2,567,204	272,650	782,000	1,603,910	1,972,000	7,197,764	791,754	0	791,754	646,263	145,491	139,610		329,005
1998 1999 2000			2,567,204	272,650	782,000	1,673,370	1,972,000	7,267,224	799,395	0	799,395	668,268	131,127	136,260		323,872
1999 2000 2001			2,567,204	272,650	782,000	1,745,262	1,972,000	7,339,116	807,303	0	807,303	661,628	145,675	132,860		336,687
2000 2001 2002			2,567,204	272,650	782,000	1,819,669	1,972,000	7,413,523	815,488	0	815,488	653,128	162,360	129,410		369,637
2001 2002 2003			2,567,204	272,650	782,000	1,896,682	1,972,000	7,490,536	823,959	0	823,959	712,728	111,231	125,910		354,958
2002 2003 2004			2,567,204	272,650	782,000	1,976,389	1,972,000	7,570,243	832,727	0	832,727	689,998	142,729	122,360		375,327
2003 2004 2005			2,567,204	272,650	782,000	2,058,886	1,972,000	7,652,740	841,801	0	841,801	635,860	205,941	188,760		392,508
2004 2005 2006			2,567,204	272,650	782,000	2,144,271	1,972,000	7,738,125	851,194	0	851,194	582,640	268,554	260,000		401,062
2005 2006 2007			2,567,204	272,650	782,000	2,232,644	1,972,000	7,826,498	860,915	0	860,915	530,590	330,325	245,200		486,187
2006 2007 2008			2,567,204	272,650	782,000	2,324,110	1,972,000	7,917,964	870,976	0	870,976	479,710	391,266	230,200		647,253
2007 2008 2009			2,567,204	272,650	782,000	2,418,778	1,972,000	8,012,632	881,390	0	881,390	0	881,390	215,200		1,313,443
TOTALS			60,595,812	5,998,300	14,858,000	38,411,839	41,441,455	161,305,406	17,743,598	90,347	17,509,137	12,624,649	5,140,344	3,698,804	266,183	

NOTES (a) All of the 1986 TIF Income was transferred to the P.I.R. Fund and none of it is available for debt service.

(b) The Transfer from the P.I.R. Fund to the Debt Service Fund was necessary in order to pay the February 1, 1987 debt service and balance the debt service fund.

(c) This is the actual December 31, 1986 Debt Service Fund balance as audited.

OFFICIAL TERMS OF OFFERING

\$1,870,000

CITY OF CRYSTAL, MINNESOTA

GENERAL OBLIGATION TAX INCREMENT BONDS, SERIES 1987A

Sealed bids for the Bonds will be opened by the City on Tuesday, October 20, 1987, at 12:00 Noon, Central Time, at the offices of SPRINGSTED Incorporated, 85 East Seventh Place, Suite 100, Saint Paul, Minnesota 55101-2143. Consideration for award of the Bonds will be by the City Council at 7:00 P.M., Central Time, of the same day.

DETAILS OF THE BONDS

The Bonds will be dated November 1, 1987, as the date of original issue, and will bear interest payable on February 1 and August 1 of each year, commencing August 1, 1988. Interest will be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to rules of the MSRB. The Bonds will be issued in the denomination of \$5,000 each, or in integral multiples thereof as requested by the Purchaser, and fully registered as to principal and interest. Principal will be payable at the main corporate office of the Registrar and interest on each Bond will be payable by check or draft of the Registrar mailed to the registered holder thereof at his address as it appears on the books of the Registrar as of the 15th day of the calendar month next preceding the interest payment.

The Bonds will mature February 1 in the amounts and years as follows:

\$ 50,000	1989	\$ 50,000	1993-2004	\$200,000	2006-2009
\$100,000	1990-1992	\$120,000	2005		

OPTIONAL REDEMPTION

The City may elect on February 1, 1997, and on any interest payment date thereafter, to prepay Bonds due on or after February 1, 1998. Redemption may be in whole or in part of the Bonds subject to prepayment. If redemption is in part, those Bonds remaining unpaid which have the latest maturity date will be prepaid first. If only part of the Bonds having a common maturity date are called for prepayment the specific Bonds to be prepaid will be chosen by lot by the Registrar. All prepayments shall be at a price of par and accrued interest.

SECURITY AND PURPOSE

The Bonds will be general obligations of the City for which the City will pledge its full faith and credit and power to levy direct general ad valorem taxes. In addition the City will pledge tax increment income from the City's Bass Lake Road - Becker Park Redevelopment District. The proceeds will be used to finance public redevelopment costs of the project.

TYPE OF BID

A sealed bid for not less than \$1,836,340 and accrued interest on the total principal amount of the Bonds shall be filed with the undersigned prior to the time set for the opening of bids. Also prior to the time set for bid opening, a certified or cashier's check in the amount of \$18,700, payable to the order of the City, shall have been filed with the undersigned or SPRINGSTED Incorporated, the City's Financial Advisor. No bid will be considered for which said check has not been filed. The check of the Purchaser will be retained by the City as liquidated damages in the event the Purchaser fails to comply with the accepted bid. The City will deposit the check of the Purchaser, the amount of which

will be deducted at settlement. No bid shall be withdrawn after the time set for opening bids unless the meeting of the City scheduled for consideration of the bids is adjourned, recessed, or continued to another date without award of the Bonds having been made. Rates offered by Bidders shall be in integral multiples of 5/100 or 1/8 of 1%. No rate for any maturity shall be more than 1% lower than any prior rate. Bonds of the same maturity shall bear a single rate from the date of the Bonds to the date of maturity.

AWARD

The Bonds will be awarded to the Bidder offering the lowest dollar interest cost to be determined by the deduction of the premium, if any, from, or the addition of any amount less than par, to the total dollar interest on the Bonds from their date to their final scheduled maturity. The City's computation of the total net dollar interest cost of each bid, in accordance with customary practice, will be controlling.

The City will reserve the right to: (i) waive non-substantive informalities of any bid or of matters relating to the receipt of bids and award of the Bonds, (ii) reject all bids without cause, and, (iii) reject any bid which the City determines to have failed to comply with the terms herein.

REGISTRAR

The City will name the Registrar which shall be subject to applicable SEC regulations. The City will pay for the services of the Registrar.

CUSIP NUMBERS

If the Bonds qualify for assignment of CUSIP numbers such numbers will be printed on the Bonds, but neither the failure to print such numbers on any Bond nor any error with respect thereto will constitute cause for failure or refusal by the Purchaser to accept delivery of the Bonds. The CUSIP Service Bureau charge for the assignment of CUSIP identification numbers shall be paid by the Purchaser.

SETTLEMENT

Within 40 days following the date of their award, the Bonds will be delivered without cost to the Purchaser at a place mutually satisfactory to the City and the Purchaser. Delivery will be subject to receipt by the Purchaser of an approving legal opinion of LeFevre, Lefler, Kennedy, O'Brien & Drawz, a Professional Association, Minneapolis, Minnesota, which opinion will be printed on the Bonds, and of customary closing papers, including a no-litigation certificate. On the date of settlement payment for the Bonds shall be made in federal, or equivalent, funds which shall be received at the offices of the City, or its designee, not later than 1:00 P.M., Central Time. Except as compliance with the terms of payment for the Bonds shall have been made impossible by action of the City, or its agents, the Purchaser shall be liable to the City for any loss suffered by the City by reason of the Purchaser's non-compliance with said terms for payment.

At settlement the Purchaser will be furnished with a certificate, signed by appropriate officers of the City, to the effect that the Official Statement did not as of the date of the Official Statement, and does not as of the date of settlement, contain any untrue statement of a material fact or omit to state a material fact necessary in order to make the statements therein, in light of the circumstances under which they were made, not misleading.

OFFICIAL STATEMENT

Underwriters may obtain a copy of the Official Statement by request to the City's Financial Advisor prior to the bid opening. The Purchaser will be provided with 25 copies of the Official Statement.

Dated September 15, 1987

BY ORDER OF THE CITY COUNCIL

/s/ _____

03-Sep-87

EXHIBIT #1

CITY OF CRYSTAL TAX INCREMENT DISTRICT
 Budget vs Actual
 Miles D Johnson - City Treasurer

Page 1

Expenditures	Budget	Actual
Land Acquisition (includes real estate taxes, fixtures)	\$5,675,263.00	\$6,920,212.00
Relocation Assistance	\$683,980.00	\$661,217.00
Building Demolition	\$150,000.00	\$58,738.00
Construction	\$2,321,580.00	\$2,351,555.00
Engineer, Legal	\$498,139.00	\$817,986.00
Administration		\$78,400.00
	\$9,328,962.00	\$10,888,108.00

Revenue Sources	Budget	Actual
Sale of Land, Fixtures, Rent	\$1,291,588.00	\$1,153,915.00
CDBG Grant	\$592,088.00	\$510,000.00
Federal Revenue Share	\$342,033.00	\$342,033.00
PIR--City Funds	\$419,800.00	\$0.00
Municipal State Aid	\$1,498,661.00	\$1,364,819.00
Special Assessments	\$178,484.00	\$104,732.00
Hennepin County	\$338,820.00	\$0.00
MN/DOT Funds	\$0.00	\$0.00
Future Assessments	\$130,492.00	\$0.00
	\$4,791,966.00	\$3,475,499.00
Shortage Budget	\$4,536,996.00	
Shortage Actual		\$7,412,609.00

Bonds Issue Sale (1985)	\$5,865,000.00
Less Capitalized Interest	(\$815,000.00)
Bond Discount	(\$110,489.00)

Useable Funds	\$4,939,511.00	\$4,939,511.00
Shortage After Bonding		\$2,473,098.00

BASS LAKE ROAD REDEVOLPMENT
Expense Breakdown by Category
Miles D Johnson - City Treasurer

Page 2

Contractors	Paid to Date	Balance Due	Total	Budget
Cates-Becker Park	\$387,716.85	\$20,406.15	\$408,123.00	
Hardrives-Becker Park	\$858,585.15	\$57,613.94	\$916,199.09	
Hardrives-Streetscape	\$426,670.38	\$56,624.68	\$483,295.06	
Northdale-55th to 56th	\$178,834.45	\$0.00	\$178,834.45	
NSP-Bass Lake Road	\$71,270.00	\$0.00	\$71,270.00	
Hardrives-Bass Lake Road-County	\$264,450.21	\$29,383.36	\$293,833.57	
Total Contractors			\$2,351,555.17	\$2,321,580.00
Land Acquisition				
Crystal Gallery	\$2,077,561.26		\$2,077,561.26	\$2,088,900.00
Becker Park	\$1,791,656.27		\$1,791,656.27	\$1,671,960.00
Family Apartments(incl 300M Phelps Drake)	\$1,430,373.56		\$1,430,373.56	\$1,050,000.00
Senior Housing (incl 240M Interest buydown) (210M 1st Federal)	\$450,000.00		\$450,000.00	\$210,000.00
Public Parking	\$663,043.66		\$663,043.66	\$654,403.00
Streetscape Easements	\$310,206.00		\$310,206.00	\$0.00
Total Land & Building Acquisition			\$6,722,840.75	\$5,675,263.00
Relocation				
Crystal Gallery	\$378,058.69		\$378,058.69	\$242,280.00
Becker Park	\$113,870.05		\$113,870.05	\$241,900.00
Family Apartments	\$115,784.24		\$115,784.24	\$100,000.00
Public Parking	\$53,504.03		\$53,504.03	\$99,800.00
Total Relocation			\$661,217.01	\$683,980.00
Fixtures				
Crystal Gallery	\$19,578.00		\$19,578.00	
Becker Park	\$29,328.05		\$29,328.05	
Family Apartments	\$9,377.00		\$9,377.00	
Public Parking	\$31,427.94		\$31,427.94	
Total Fixtures			\$89,710.99	\$0.00
Taxes				
Crystal Gallery	\$20,327.13		\$20,327.13	
Becker Park	\$43,990.94		\$43,990.94	
Family Apartments	\$32,721.60		\$32,721.60	
Public Parking	\$10,619.88		\$10,619.88	
Total Taxes			\$107,659.55	\$0.00

Misc-Consultants	Paid to Date	Balance Due	Total	Budget
BRW	\$431,013.85	\$59,000.00 (est)	\$490,013.85	
Von Klug	\$122,690.00		\$122,690.00	
Lefevre	\$92,746.96	\$5,000.00 (est)	\$97,746.96	
Bond Consultant (Sale, Legal, Bond Cert)	\$43,929.95		\$43,929.95	
Appraisals-Crystal Gallery	\$2,130.00		\$2,130.00	
Appraisals-Becker Park	\$3,025.00		\$3,025.00	
Appraisals-Family Apartments	\$220.00		\$220.00	
Appraisals-Public Parking	\$11,533.00		\$11,533.00	
Appraisals-Streetscape	\$20,523.20		\$20,523.20	
Appraisals-Various	\$3,000.00		\$3,000.00	
Appraisals-Various	\$6,580.00		\$6,580.00	
Condemnation Judges-Pub Parking	\$3,693.00		\$3,693.00	
Condemnation Judges-Multi Family	\$2,315.56		\$2,315.56	
Condemnation Judges-Streetscape	\$10,585.56		\$10,585.56	
Total Misc Consultants			\$817,986.08	\$498,139.00
Miscellaneous				
Moving Estimates-Becker Park	\$150.00		\$150.00	
Moving Estimates-Crystal Gallery	\$550.00		\$550.00	
Moving Estimates-Public Parking	\$300.00		\$300.00	
Misc-Family Apartments	\$889.25		\$889.25	
Misc-Testing, Eng, Publication-Sherburne Ave	\$12,684.93		\$12,684.93	
Demolition-Becker Park	\$30,369.13		\$30,369.13	\$75,000.00
Demolition-Family Housing	\$28,369.00		\$28,369.00	\$75,000.00
Weed Cutting-Becker Park	\$146.42		\$146.42	
Twin City Testing-Streetscape	\$3,848.90		\$3,848.90	
Twin City Testing-Becker Park	\$4,045.46		\$4,045.46	
Twin City Testing-Other	\$28.00		\$28.00	
Publications (Bids & Misc)	\$705.03		\$705.03	
Utilities-All Groups	\$2,045.58		\$2,045.58	
Viking Fence-Becker	\$26,864.98		\$26,864.98	
Extend Parking Lot (Carl's-Gallery)	\$3,300.00		\$3,300.00	
Bleachers-Becker	\$15,080.00		\$15,080.00	
Benches-Becker	\$522.81		\$522.81	
Misc Other (filing fees, abstract, catering, secure property, etc)	\$7,238.38		\$7,238.38	
			\$137,137.87	\$150,000.00
TOTALS			\$10,888,107.42	\$9,328,962.00
TOTAL AMT OVERBUDGET				\$1,559,145.42

TAX INCREMENT FINANCING - SUB GROUP DETAIL
Miles D Johnson - City Treasurer

Page 4

CRYSTAL GALLERY-Sub-Group A

	EXPENSES
Contractor	\$0.00
Land & Building Acquisition	\$2,077,561.26
Relocation	\$378,058.69
Fixtures	\$19,578.00
Taxes	\$20,327.13
Miscellaneous	
Appraisal	\$2,130.00
Moving Estimate	\$550.00
Extend Parking Lot	\$3,300.00
TOTAL SUB GROUP A	\$2,501,505.08

BECKER PARK-Sub-Group B

Contractor-Amt Paid-Cates Construction	\$387,716.85
Balance Due	\$20,406.15
Contractor-Amt Paid-Harddrives	\$858,585.15
Balance Due	\$57,613.94
Land & Building Acquisition	\$1,791,656.27
Relocation	\$113,870.05
Fixtures	\$29,328.05
Taxes	\$43,990.94
Miscellaneous	
Appraisals	\$3,025.00
Weed Cutting	\$146.42
Moving Estimates	\$150.00
Demolition	\$30,369.13
Twin City Testing	\$4,045.46
Fencing-Viking Fence	\$26,864.98
Bleachers	\$15,080.00
Benches	\$522.81
TOTAL SUB GROUP B	\$3,383,371.20

FAMILY APARTMENTS-Sub-Group C

Contractor	\$0.00
Land & Building Acquisition	\$1,430,373.56
Relocation	\$115,784.24
Fixtures	\$9,377.00
Taxes	\$32,721.60
Miscellaneous	
Appraisal	\$220.00
Snow Plowing	\$789.25
Keys & Towing	\$100.00
Condemnation Judge	\$2,315.56
Demolition	\$28,369.00
TOTAL SUB GROUP C	\$1,620,050.21

SENIOR HOUSING-Sub-Group D

	EXPENSES
Contractor	\$0.00
Land & Building Acquisition	
First Federal	\$210,000.00
Brutgers(proposed)	\$240,000.00
TOTAL SUB GROUP D	\$450,000.00

STREETSCAPE-Sub-Group E

Contractor-Amt Paid-Harddrives	\$426,670.38
Balance Due	\$56,624.68
Contractor-Amt Paid-NSP	\$71,270.00
Balance Due	
Contractor-Amt Paid-Harddrives(County)	\$264,450.21
Balance Due	\$29,383.36
Land & Building Acquisition (Easements)	\$310,206.00
Miscellaneous	
Appraisals	\$20,523.20
Condemnation Judges	\$10,585.56
Twin City Testing	\$3,848.90
TOTAL SUB GROUP E	\$1,193,562.29

PUBLIC PARKING-Sub-Group F

Contractor	\$0.00
Land & Building Acquisition	\$663,043.66
Relocation	\$53,504.03
Fixtures	\$31,427.94
Taxes	\$10,619.88
Miscellaneous	
Appraisals	\$11,533.00
Moving Estimates	\$300.00
Condemnation Judges	\$3,693.00
TOTAL SUB GROUP F	\$774,121.51

SHERBURNE AVE 55TH-56TH-Sub-Group G

Contractor-Amt Paid-Northdale Construction	\$178,834.45
Balance Due	
Miscellaneous	
Twin City Test & Engineering Fees	\$12,684.93
TOTAL SUB GROUP G	\$191,519.38

MISCELLANEOUS EXPENSES NOT BROKEN OUT BY PROJECT

EXPENSES

Consultants - Amt Paid -BRW	\$431,013.85
est Balance Due	\$59,000.00
Consultants - Amt Paid - Von Klug	\$122,690.00
est Balance Due	\$0.00
Legal - Amt Paid - Lefevre	\$92,746.96
est balance due	\$5,000.00
Bond Consultant - Sale, Legal, Bond Cert	\$43,929.95
Appraisals - Various	\$9,580.00
Twin City Testing - Other	\$28.00
Publications - Bids & Misc	\$705.03
Utilities - All	\$2,045.58
Misc Other - Filing Fees etc	\$7,238.38

TOTAL MISCELLANEOUS	\$773,977.75

TOTAL ALL PROJECTS

\$10,888,107.42

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NEGOTIATIONS ON PROPERTIES IN BASS LAKE ROAD
REDEVELOPMENT AREA

6-18-84

Update #1 (8/10/84) Update #2 (9/13/84)
Update #3 (10/1/84) Update #4 (11-27-84)
Update #5 (12-18-84)
Update #6 (8-31-87)

- 1) indicates original appraisal (name of appraisers)
2) indicates subsequent appraisal (name of appraiser)

<u>BUSINESS</u>	<u>APPRAISED VALUE: REAL ESTATE AND FIXTURES</u>	<u>NEGOTIATIONS</u>	
<hr/>			
Crystal Furniture 5530 - 5540 West Broadway	1) \$330,000.00 (American) 2) \$355,991.00 (Patchin Penfield) 2) \$575,000.00 (Capital)	Payments made for:	Land & Bldg. \$652,554.00 Relocation 192,438.18 Appraisal 850.00 \$845,842.18
<hr/>			
Crystal Linoleum 6519 - 56th Ave. N.	1) \$126,000 (American) 2) \$140,348.00 (Patchin Penfield) 2) \$195,000.00 (Capital Review Appraisal)	Payments made for:	Land & Bldg. \$215,690.00 Relocation 10,000.00 Taxes 2,565.66 Appraisal 80.00 \$228,335.66
<hr/>			
Waterbeds, Minnesota 6531 - 56th Ave. N.	1) \$ 97,964.00 (Patchin Penfield)	Payments made for:	Land & Bldg. \$148,600.00 (properties purchased together) Relocation 3,236.46 Fixtures 5,092.00
<hr/>			
Auto Sports Center 6529 - 56th Ave. N.	1) \$ 48,218.00 (Patchin Penfield)		Taxes 3,289.31 Appraisal 200.00 (100 each) Moving Estimate 100.00 \$160,517.77
<hr/>			

<u>BUSINESS</u>	<u>APPRAISED VALUE: REAL ESTATE AND FIXTURES</u>	<u>NEGOTIATIONS</u>
T. L. Gifts * 6611 - 56th Ave. N.	1) \$ 15,333.00 (Patchin Penfield)	Owned by Nicklow Brothers - purchased January 2, 1985 with all other Nicklow Properties for \$570,000. Payments made for: Relocation \$2,500.00 Taxes 765.95 * The \$570,000 purchase price includes all properties marked with an asterik.
Task Force, Inc. 6521 - 56th Ave. N.	N/A	Payments made for: Relocation \$1,582.50
Dependable Finance * 6609 - 56th Ave. N.	1) \$ 43,152.00 (Patchin Penfield)	Payments made for: Relocation \$1,571.90 Fixtures 5,596.00 Taxes 2,285.27 Moving Estimate 150.00 \$9,603.17
Large Parking Lot * 5548 West Broadway	1) \$ 36,000.00 (Patchin)	Payments made for: Taxes \$999.64
Photo Time * 5554 West Broadway	1) \$ 62,757.00 (Patchin Penfield)	Payments made for: Relocation \$14,728.01 Fixtures 13,742.60 Taxes 1,620.74 \$30,091.35

<u>BUSINESS</u>	<u>APPRAISED VALUE: REAL ESTATE AND FIXTURES</u>	<u>NEGOTIATIONS</u>	
MN Foam & Products 6523 - 25 - 56th Ave. N.	1) \$138,666.00 (Patchin Penfield)	Payments made for:	Land & Building Relocation Fixtures \$220,484.30 21,948.75 7,049.00 \$249,482.05
Crystal Electric Motors 6522 Ethel Place	1) \$ 93,828.00 (Patchin Penfield) 2) \$108,000.00 (Capital)	Payments made for:	Land & Building Relocation Appraisal \$139,566.83 12,853.75 600.00 \$153,020.58
Keating Music 6623 - 56th Ave. N.	1) \$ 25,848.00 (Patchin Penfield)	Payments made for:	Land & Building Relocation \$36,826.16 17,500.00 \$54,326.16
Naegele Ad Sign 6519 Bass Lake Road	1) \$ 16,250.00 (Penfield)	Payments made for:	Sign Appraisal \$16,175.00 200.00 \$16,375.00
Naegele Ad Sign 5560 W. Broadway	1) \$ 16,100.00 (Penfield)	Payments made for:	Sign Taxes Appraisal \$16,175.00 445.83 200.00 \$16,820.83
Bungalow Restaurant/ Motel 5546 Douglas Drive 6221 - 56th Ave. N.	1) \$ 1,325,000.00 (Shenehon)	Payments made for:	Land & Building Taxes Weed Cutting Demolition \$1,200,000.00 32,421.38 102.27 30,471.40 \$1,262,995.05

<u>BUSINESS</u>	<u>APPRAISED VALUE: REAL ESTATE AND FIXTURES</u>	<u>NEGOTIATIONS</u>	
Saul & Morris Brandys Residence & Jack's Delivery Service 5536 Douglas Drive	1) \$ 58,500 (Capital)	Payments made for:	Land & Building \$66,000.00 Relocation 9,969.74 Taxes 2,081.34 Appraisal 450.00 Moving Estimate 150.00 <u>\$78,651.08</u>
Anderson Floral D & B Hair Design 5524-26 Douglas Drive	1) \$ 252,000.00 (Nagell & Company) 2) \$ 293,000.00 (Bjorklund)	Payments made for:	Land & Building \$434,607.75 Fixtures 29,328.05 Relocation 74,595.40 Taxes 9,460.05 Appraisals 2,275.00 <u>\$550,266.25</u>
Stan Zieska Residence 5518 Douglas Drive	1) \$ 81,000.00 (Patchin)	Payments made for:	Land & Building \$91,048.52 Relocation 19,304.91 Taxes 28.17 Appraisals 300.00 Weed Cutting 44.15 <u>\$110,725.75</u>
Minnesota Mini Storage 5500 Douglas Drive	1) \$990,000 (Capital)	Payments made for:	Land & Building \$1,130,373.56 Relocation 115,784.24 Fixtures 9,377.00 Taxes 32,721.60 Appraisals 220.00 Snow plowing 789.25 Keys & towing 100.00 Condemnation Judge 2,315.56 Demolition 28,369.00 <u>\$1,320,050.21</u>

APPRAISED VALUE:
REAL ESTATE
AND

BUSINESSFIXTURESNEGOTIATIONS

Old Phelps-Drake Property 5428-40 Douglas Drive	1) \$ 375,000.00 (Nagell & Company)	Payments made for:	Land or Building \$300,000.00 Demolition (included in above)
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Elderly Site 6315 - 55th Ave. N.	1) \$ 187,000.00 (Nagell & Company)	Land purchased by HRA for \$210,000.00.	
	2) \$ 240,000.00 (Janski & Assoc.)		

Metro Liquor/Bucks Stoves Bienias Property 6512-14 Bass Lake Road	1) \$ 145,965.00 (Nagell & Co.- Penfield)	Payments made for:	Land or Building \$140,977.59 Relocation 5,269.09 Fixtures 13,896.00 Taxes 1,408.15 <u>\$161,550.83</u>
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Colvin Insurance Wally's Barber Shop Pioneer Detective Andy's Shoe Repair Pirates Cove 6500, 6502, 6504, 6438 Bass Lake Road	1) \$ 91,000.00 (Capital)	Payments made for:	Land or Building \$84,000.00 Relocation 36,779.10 Fixtures 9,860.00 Taxes 835.62 Appraisals 2,750.00 Condemnation Judge 2,968.00 Moving Estimate 200.00 <u>\$137,392.72</u>
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<u>BUSINESS</u>	<u>APPRAISED VALUE: REAL ESTATE AND FIXTURES</u>	<u>NEGOTIATIONS</u>	
Naegle Sign 6500 Bass Lake Road	1) \$ 42,669.00 (Penfield)	Payments made for: Land or Building Appraisals	\$42,669.00 1,325.00 <u>\$43,994.00</u>
H & R Block 6428 - 56th Ave. N.	1) \$124,000.00 (Capital) 2) \$ 2,135.00 (Penfield) (immovable fixtures only)	Payments made for: Land or Building Relocation Taxes Appraisals	\$181,880.58 3,349.50 5,202.30 1,980.00 <u>\$192,412.38</u>
Imported Auto Parts 6430 - 56th Ave. N.			
Fire Control Anderson T.V. Northstar Furniture Mart Racers Exchange 6422 Bass Lake Road	1) \$ 82,000.00 (Capital)	Payments made for: Land or Building Relocation Fixtures Taxes Appraisals Moving Estimate	\$ 97,079.49 14,905.19 7,671.94 2,632.96 1,890.00 100.00 <u>\$124,274.58</u>
Duane's Used Car Lot 6306 56th Ave. N.	1) \$ 57,500 (Capital)	Payments made for: Land or Building Relocation Appraisals:	\$116,437.00 10,000.00 2,063.00 <u>\$119,500.00</u>

<u>BUSINESS</u>	<u>APPRAISED VALUE:</u> <u>REAL ESTATE</u> <u>AND</u> <u>FIXTURES</u>		<u>NEGOTIATIONS</u>		
Champion Auto Kentucky Fried Chicken 6616 & 6624 Bass Lake Road	Before taking After taking Damages	\$434,000.00 413,50.00 \$ 20,500.00	Payments made for:	Easement Appraisal	\$20,500.00 2,850.00 \$23,350.00
10,000 Auto Parts 6600 Bass Lake Road	Before taking After taking Damages	\$195,000.00 164,000.00 \$ 31,000.00	Payments made for:	Easement Appraisals	\$65,500.00 2,549.00 \$68,049.00
Colvin Insurance Agency Red Wing Shoes Care Cleaners Great Northern Guns 6518, 6520, 6522, 6528 Bass Lake Road	Before taking After taking Damages	\$161,000.00 142,000.00 \$ 19,000.00	Payments made for:	Easement	\$19,686.00
Eggies Building Barbara Consignment Chiropractor Clinic Becca-Rand Sales 6414, 6416, 6418 Bass Lake Road	Before taking After taking Damages	\$159,000.00 141,500.00 \$ 17,500.00	Payments made for:	Easement Appraisals	\$26,232.00 4,330.00 \$30,562.00

<u>BUSINESS</u>	<u>APPRAISED VALUE: REAL ESTATE AND FIXTURES</u>	<u>NEGOTIATIONS</u>
Northside Appliance Vera Slater Beauty 6404 & 6406 Bass Lake Road	Before taking \$150,000.00 After taking 132,000.00 Damages \$ 18,000.00	Payments made for: Easement \$23,757.00 Appraisals 1,250.00 \$25,007.00
Beeks Pizza 6408 Bass Lake Road	Before taking \$356,000.00 After taking 311,000.00 Damages \$ 45,000.00	Payments made for: Easement \$60,700.00 Appraisals 2,808.00 Condemnation Judge 533.10 \$64,041.10
Adventures In Video North Star Driving M & M Taxi Service Crystal Schwinn Cyclery U. S. Air Force U. S. Navy Big Top Balloons 6316 - 6400 Bass Lake Road	Before taking \$425,000.00 After taking 370,000.00 Damages \$ 55,000.00	Payments made for: Easement \$83,679.00 appraisals 4,572.00 \$88,251.00
C. E. Champion Assoc. 6402 Bass Lake Road	Before taking \$52,000.00 After taking 47,500.00 Damages \$ 4,500.00	Payments made for: Easement \$10,152.00 Appraisals 1,800.00 Condemnation Judge 533.10 \$12,485.10

APPLICATION FOR LICENSE

4141 Douglas Drive, Crystal, Minnesota 55422

55877

7-24-87

receipt given

HONORABLE CITY COUNCIL
CRYSTAL, MINNESOTA

COUNCILMEMBERS:

I
WE Sharon Kathleen Hutchins
5817 Elmhurst Ave. No.
Crystal, MN 55428

Fee, \$ 27.50
New XX Renewal
Telephone 535-1355

enclose the sum of TWENTY SEVEN AND 50/100 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

Sharon Kathleen Hutchins hereby make application to
operate a Private Kennel at 5817 Elmhurst Ave. No. 4 dogs + 2 chins
for the period through December 31, 1987 subject to all
conditions and provisions of said Ordinance.

City Use Only

Print Name of Applicant

Sharon K. Hutchins
Signature of Applicant

CITY OF CRYSTAL
4141 Douglas Drive
Crystal, Minnesota 55422

8-18-87
Council

APPLICATION FOR KENNEL LICENSE

1. Applicant's Name Sharon K. Hutchins
2. Applicant's Address 5817 Elmhurst Ave No
Crystal, Minn 55428
3. Applicant's Telephone Number 612-5351355
4. Kennel Name _____
5. Kennel Address 5817 Elmhurst Ave No
6. Kennel Telephone Number 5351355 Business # _____
7. Type of Kennel (Check one): Commercial _____ Private X
8. Zoning Classification of Land residential
9. Adjacent Property Uses: North "
East "
South "
West "
10. Nature and/or extent of kennel operation including number of animals on the premise
1 Boxer 1 white Poodle 2 Chihuahuas
11. Kennel Layout and Construction 1 small kennel - 1 kennel large
waiting for cement slab to be done later this summer
12. If Private Kennel, provide copies of rabies certificates for both dogs and/or cats and Crystal license numbers for dogs.
Dog Lic #
#666 Boxer - Ginger - 5-9-87 Rabies Clinic
#677 Poodle - Tiffany - May 9, '87 Rabies Clinic
#961 Chihuahua Little Boy Reynolds Kennel Redwood, Falls
#962 " - Jackie - 7-12-87 Rabies at St. Ann
13. APPLICANT'S SIGNATURE Sharon K. Hutchins DATE 7-24-87

M E M O R A N D U M

TO: John Olson, Acting City Manager

FROM: Mary Fandrey, Public Health Sanitarian *MEF.*

RE: Private Kennel License for 5817 Elmhurst Avenue North, Crystal, Minnesota

DATE: August 11, 1987

On July 29, 1987 and August 6, 1987, I conducted a kennel inspection at 5817 Elmhurst Avenue North.

Miss Hutchins, at the present time, has three dogs; a female boxer, one year old; a male chihuahua, one year old; and a four year old female chihuahua.

At the time of inspection, the boxer was chained next to the driveway and barked very little while I was there.

The two chihuahuas are kept in the house and let out at various times of day into a kennel area. This area is fenced and about 10 feet by 40 feet. The ground is covered with indoor-outdoor carpeting which is hosed down and sprayed with disinfectant daily.

All dog feces are picked up daily and stored in covered garbage cans between weekly pick-ups.

Dog food is stored in the garage in a covered plastic garbage can so as not to provide food for rodents.

All animals had fresh water at the time of both inspections.

I have checked with the Police Department and have enclosed reports of two incidents relating to dogs at Miss Hutchin's property. One report involves a barking dog and one involves a dog running loose. These resulted in tags being issued, one of which Miss Hutchins refuses to pay.

After my inspections, I can find no health reasons for denying the license for the private kennel.

MEF:jt
Encl.

* RETRIEVE MODE *

AGENCY: C *INCIDENT NO: 67004367 CALL TYPE: NWSG 16F-TAG DATE REPORTED: 072381

LOC: 5817 ELMHURST APT: CITY:

COMPL NAME: HUTCHINS, SHARON KATHLEEN

COMPL ADDRESS: 5817 ELMHURST PHONE: AREA:

REMARKS: LOOSE DOG

PRTY: SRC: RD: 0002 BEAT: 0001 TAKERS-ID: DISP-ID: CMND AREA:

RECVD: 02:50 DISP: 00:00 ARV: 00:00 TRANSP: 00:00 BOOKED: 00:00 CLR: 00:00

UNITS ASSIGNED: 4151, DISPO CODE: II REP REQ:

DISPO REMARKS:

POLICE#: 001772 FIRE#: SQUAD: DR NO:

CALLS FOR SERVICE
* RETRIEVE MODE *

*AGENCY: 1 *INCIDENT NO: 87244368 CALL TYPE: MMSG TIE-TRG DATE REPORTED: 072380

LOC: 5817 ELMHURST APT: CITY:

COMPL NAME: HUTCHINS, SHARON KATHLEEN

COMPL ADDRESS: 5817 ELMHURST PHONE: - AREA:

REMARKS: BARKING DOG

PRTY: SRC: RD: 0002 BEAT: 0001 TAKERS-ID: DISP-ID: CMD AREA:

RECVD: 00:50 DISP: 00:00 ARV: 00:00 TRANSP: 00:00 BOOKED: 00:00 CLR: 00:00

UNITS ASSIGNED: 4151, , , , DISPO CODE: II REP REQ:

DISPO REMARKS:

POLICE#: 001773 FIRE#: SQUAD: DR NO:

September 05 , 1987

Sharon Kathleen Hutchins
5817 Elmhurst Avenue North
Crystal, MN 55428

Dear Ms. Hutchins:

This letter is being sent to inform you that your request for a Private Kennel license at your address at 5817 Elmhurst Avenue North, Crystal, Minnesota, will be considered by the Crystal City Council on Tuesday, September 15, 1987.

This meeting begins at 7:00 P.M., and takes place in the City Hall, 4141 Douglas Drive, in the Council Chambers.

We would appreciate your attendance to aid in the disposition of your request. The kennel license is necessary in order for you to maintain more than two animals at your residence.

If you have any questions, please call me at 537-8421.

Sincerely,

Mary E. Fandrey
Public Health Sanitarian
Crystal, Brooklyn Center,
Brooklyn Park Health Department

MEF:jt



LETTERS SENT TO: John Luka, 5833 Elmhurst
~ Vernon Arneson, 5805 Elmhurst
~ L.L. Birosh, 5824 Elmhurst
~ James Barstow, 5830 Elmhurst
~ E.B. Lawrence, 6510 58th Ave. No.
Barb Christensen 5818 Elmhurst No.
Ed Jukeca 5836 Elmhurst No.
4141 Douglas Drive North • Crystal, MN 55422-1696 • 537-8421

HEALTH DEPARTMENT

September 05 , 1987

Harold Sommers
6519 Dudley Avenue North
Crystal, MN 55428

Dear Mr. Sommers:

This letter is being sent to inform you that the Crystal City Council will be considering the application for a Private Kennel license at 5817 Elmhurst Avenue North, Crystal, Minnesota. The meeting will be held on 9-15-87 at the City Hall, 4141 Douglas Drive, in the Council Chambers.

The meeting will begin at 7:00 P.M. The City Code requires that, in any household containing more than two animals, a Private Kennel license is required. The applicants, in this case, have 4 dogs, 0 cats which necessitates their request.

If you have any comments, your attendance will be appreciated. If you have any questions, please call me at 537-8421.

Sincerely,

Mary E. Fandrey
Public Health Sanitarian
Crystal, Brooklyn Center,
Brooklyn Park Health Department

MEF:jt

It is agreed that we, the undersigned, consent to the residence at 5817-Elmhurst, Crystal, Minnesota, having 3 or more animals in their home (no more than 5 animals).

NAME	ADDRESS	PHONE
* Barb Christensen	5818 Elmhurst Av. N	533-7195
✓ Leona Brosh	5824 "	537-3236
- Rodney J. Orr (minnegasco-meter Reader)		H 560-7326 W-342-5484
✓ Betty Lawrence	6510-58 th Ave N.	533-5521
✓ James Barst	5830 ELMHURST	537-0125
* Ed Jikea	5856 Elmhurst	537-4019
✓ Theresa Prueson	5805 Elmhurst	533-5698
✓ Harold L. Sommer	6519 Dudley Ave No.	535-5814

Owner Dolly Reynolds Date 4-3-87
Address Auburn St Phone _____
Redwood Falls, Mn

CERTIFICATE OF VACCINATION

This is to certify that on this date I have vaccinated the described below against:

Name JACKIE Sex F
Color & Markings Brown + white
Breed Toy Terrier Age 2 Weight 5 lb
Vaccination Tag No. 1060 Vaccine Serial No. _____

Dr. Bryan Nelson Veterinarian

Next Appointment

☒ CANINE
☐ Distemper
☐ Distemper/Measles
☐ (CAV-2) Hepatitis
☐ Lepto C & I
☐ Parainfluenza
☐ Parvo Virus
☐ Bordetella
☒ Rabies
☐ Other _____

☐ FELINE
☐ Panleukopenia
☐ Rhinotracheitis
☐ Calici Virus
☐ Rabies
☐ Other _____



NORDEN
a SmithKline company

Owner Dolly Reynolds Date 1-11-87
Address _____ Phone _____

CERTIFICATE OF VACCINATION

This is to certify that on this date I have vaccinated the described below against:

Name Little Boy Sex m
Color & Markings black/tan
Breed Chihuahua Age 86 m Weight _____
Vaccination Tag No. 11605 Vaccine Serial No. _____

Mary B. Peterson Veterinarian

Next Appointment

☒ CANINE
☐ Distemper
☐ Distemper/Measles
☐ (CAV-2) Hepatitis
☐ Lepto C & I
☐ Parainfluenza
☐ Parvo Virus
☐ Bordetella
☒ Rabies
☐ Other _____

☐ FELINE
☐ Panleukopenia
☐ Rhinotracheitis
☐ Calici Virus
☐ Rabies
☐ Leukemia
☐ Chlamydia
☐ Other _____



NORDEN
LABORATORIES

M E M O R A N D U M

TO: John Olson, Acting City Manager
FROM: Mary Fandrey, Public Health Sanitarian MEF
RE: Private Kennel License at 4400 Adair Avenue
DATE: August 17, 1987

On August 19, 1987, Mary Fandrey conducted an inspection of a private kennel at 4400 Adair Avenue North, Crystal, Minnesota, residence of Jon Anderson.

The Andersons maintain two domesticated house cats, each three years' old; a 28 month old male Sheltie and a seven (7) month old female Border Collie.

The yard is fenced where the dogs are kept during the day and the dogs are kept indoors at night.

Dog feces are removed from the yard every day and kept in a covered container between weekly trash pick-ups.

Dog food is also stored in covered buckets in a cupboard and dogs are fed indoors.

Both dogs are currently licensed and have their rabies vaccinations. The cats have their rabies vaccinations also.

I have checked with the Police Department and there are no reports of incidents relating to dogs at this residence.

It would be my recommendation that this kennel license be approved.

MEF:jt

APPLICATION FOR LICENSE

4141 Douglas Drive, Crystal, Minnesota 55422

HONORABLE CITY COUNCIL
CRYSTAL, MINNESOTA

COUNCILMEMBERS:

I Jon + Dana
WE Jon Anderson

4400 Adair Avenue North

Crystal, MN 55422

Fee, \$ 27.50

New XX Renewal

Telephone 537-1397

enclose the sum of TWENTY SEVEN AND 50/100 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

Jon + Dana
Jon Anderson

hereby make application to

own more than 2 pets
operate a Private Kennel at 4400 Adair Avenue North

we don't OPERATE anything
for the period through December 31, 1987 subject to all
conditions and provisions of said Ordinance.

City Use Only

X Jon + Dana Anderson
Print Name of Applicant

X Dana Anderson
Signature of Applicant

CITY OF CRYSTAL
4141 Douglas Drive
Crystal, Minnesota 55422

APPLICATION FOR KENNEL LICENSE

1. Applicant's Name ~~Don Anderson~~ Jon & Dana Anderson
2. Applicant's Address 4400 Adair Ave. No.
Crystal, MN 55422
3. Applicant's Telephone Number 537-1397
4. Kennel Name ----- NO KENNEL OPERATED TO NEED A NAME
5. ~~Kennel~~ ^{HOME} Address 4400 Adair Avenue North
- X 6. ~~Kennel~~ ^{HOME} Telephone Number 537-1397 Business # NONE
7. Type of Kennel (Check one): Commercial _____ Private X
8. Zoning Classification of Land Residential
9. Adjacent Property Uses: North "
East "
South "
West "
- X 10. Nature and/or extent of kennel operation including number of animals on the premise NONE
SHOW
2 dogs and 2 cats (inside)
- X 11. Kennel Layout and Construction outside area -
NONE - JUST OUR EXISTING HOUSE
4 YARD. We don't operate anything.
12. If Private Kennel, provide copies of rabies certificates for both dogs and/or cats and Crystal license numbers for dogs.
Need copies of rabies certificates and need to obtain
2 dog licenses.
- X 13. APPLICANT'S SIGNATURE Dana Anderson DATE 6-26-87

May 11, 1987

Jon Anderson
4400 Adair Avenue North
Crystal, MN 554422
533-1397

Dear Mr. Anderson:

Enclosed please find the Private Kennel license application, information sheet and petition that must be filled out, signed and appropriate fee of \$27.50 returned to the Health Department on or before May 31, 1987.

We will also need the rabies vaccinations certificates for proof of rabies shots and dog licenses will need to be obtained when you come in with your information and fee.

The City of Crystal Animal Regulations states in part, "Any person who keeps three or more animals on the premises over 3 months of age, must have a Private Kennel license. The maximum number of dogs or other animals which may be kept with a Private Kennel license is five.

There is an inspection required by the Health Department of your premises before the kennel application can be processed. We would appreciate you calling 537-8421 for an appointment on or before May 25, 1987.

You will be notified by mail when the City Council meeting will be held at which time you must be present regarding any questions the council may have regarding the private kennel application.

If you have any questions, please call me at 537-8421.

Sincerely,

Joan F. Tatley
Crystal Health Department

1 puppy, 1 adult dog and two cats. 4 animals.

* Called 6-25-87 she stated that she is not in town during the week in the evenings due to animal shows, parades, etc. gave her till July 7, 1987. She would appreciate not going to the council until this fall (Sept.)

* Mrs. Anderson called on August 13, 1987, stating that she would rather wait until the 1st of the year to get the license. (payment has been made for 1987). I stated that it

would be best to have it on the Council agenda for the meeting of September 15, 1987. An inspection ~~was~~ made for the premises of Tuesday, August 18, 1987, by the sanitarian, 10:00 A.M. She also stated that she could not be at that meeting or any other meeting on Tuesday evening. I suggested that her husband, friend or relative represent her at that meeting.

jt

OWNER Jon Anderson ☐ OTHER _____
 ADDRESS: (Street) 3824 Regent Ave N
 City Robbinsdale State MN Zip 55422
 BREED DSH NAME Sunshine
 SEX F/S AGE 2yrs MARKINGS White / Black / Brown
 DATE 12/1/86 SIGNED J. F. Brainerd D.V.M.

BL 106

Belt Line Pet Hospital, Ltd.

3443 VERA CRUZ AVENUE NORTH
 MINNEAPOLIS, MINNESOTA 55422
 TELEPHONE 533-2746

CERTIFICATE OF IMMUNIZATION

THIS CERTIFIES THAT I have inoculated for

the ☒ dog ☐ cat described below:

- ☐ DISTEMPER
- ☐ HEPATITIS
- ☐ PARAINFLUENZA
- ☐ PARVO
- ☒ RABIES No. 638
- TYPE OF VACC. SNIP KV
- ☐ FELINE LEUKEMIA
- ☐ CANINE PARAINFLUENZA
- ☐ FELINE RHINOTRACHEITIS/
- CALICI
- ☐ OTHER _____

OWNER Jon Anderson
 ADDRESS: (Street) 3824 Regent Ave N
 City Robbinsdale State MN Zip 55422
 BREED DSH NAME Charli
 SEX F/S AGE 2yrs MARKINGS Tiger
 DATE 12/1/86 SIGNED J. F. Brainerd D.V.M.

BL 106

Belt Line Pet Hospital, Ltd.

3443 VERA CRUZ AVENUE NORTH
 MINNEAPOLIS, MINNESOTA 55422
 TELEPHONE 533-2746

CERTIFICATE OF IMMUNIZATION

THIS CERTIFIES THAT I have inoculated for

the ☒ dog ☐ cat described below:

- ☒ DISTEMPER
- ☒ HEPATITIS
- ☒ PARAINFLUENZA
- ☒ PARVO
- ☒ RABIES No. 1783
- TYPE OF VACC. SNIP KV
- ☐ FELINE LEUKEMIA
- ☐ CANINE PARAINFLUENZA
- ☐ FELINE RHINOTRACHEITIS/
- CALICI
- ☐ OTHER _____

OWNER Jon and Diane
 ADDRESS: (Street) 3824 Regent Ave N
 City Robb State MN Zip 55422
 BREED Sheltie NAME Romeo
 SEX m AGE 2yrs MARKINGS Blue merle
 DATE 7/2/86 SIGNED J. F. Brainerd D.V.M.

BL 106

Owner Jon Anderson Date 5/9/87
 Address 4400 7th Ave S Phone 533-1377

CERTIFICATE OF VACCINATION

This is to certify that on this date I have vaccinated the described below against:

Name Nissa Sex F
 Color & Markings Black & white
 Breed Border Collie Weight 16 lbs
 Vaccination Tag No. 10539 IR 476
J. F. Brainerd Veterinarian
 Next Appointment _____

- ☐ Canine Distemper
- ☐ Canine Distemper/Measles
- ☐ Hepatitis
- ☐ Lepto C-I
- ☐ Canine Parainfluenza
- ☒ Canine Rabies
- ☐ Parvovirus
- ☐ F. Rhinotracheitis
- ☐ Calicivirus
- ☐ Feline Rabies
- ☐ Other _____

September 5, 1987

Jon and Dana Anderson
4400 Adair Avenue North
Crystal, MN 55422

Dear Mr. & Mrs. Anderson:

This letter is being sent to inform you that your request for a Private Kennel license at your address 4400 Adair Avenue North Crystal, Minnesota, will be considered by the Crystal City Council on Tuesday, September 15, 1987.

This meeting begins at 7:00 P.M., and takes place in the City Hall, 4141 Douglas Drive, in the Council Chambers.

We would appreciate your attendance to aid in the disposition of your request. The kennel license is necessary in order for you to maintain more than two animals at your residence.

If you have any questions, please call me at 537-8421.

Sincerely,

Mary E. Fandrey
Public Health Sanitarian
Crystal, Brooklyn Center,
Brooklyn Park Health Department

MEF:jt

Mary E. Fandrey
Public Health Sanitarian
Crystal, Brooklyn Center,
Brooklyn Park Health Department

MEF:jt

LETTERS ALSO SENT TO: Robin Cleveland, 4401 Adair
Susan Lindstrom, 4408 Adair
Linda Kapas, 4367 Zane
Mr. Reiersen, 4409 Adair

September 5, 1987

Howard C. Manson
44009 Zane Avenue North
Crystal, MN 55422

Dear Mr. Manson:

This letter is being sent to inform you that the Crystal City Council will be considering the application for a Private Kennel license at 4400 Adair Avenue North, Crystal, Minnesota. The meeting will be held on Tuesday, September 15, 1987, at the Crystal City Hall, 4141 Douglas Drive, in the Council Chambers.

The meeting will begin at 7:00 P.M. The City Code requires that, in any household containing more than two animals, a Private Kennel license is required. The applicants, in this case, have 2 dogs, 2 cats which necessitates their request.

If you have any comments, your attendance will be appreciated. If you have any questions, please call me at 537-8421.

Sincerely,

Mary E. Fandrey
Public Health Sanitarian
Crystal, Brooklyn Center,
Brooklyn Park Health Department

MEF:jt

DUE TO THE FACT THAT WE HAVE MORE THAN TWO ANIMALS LIVING IN OUR HOUSEHOLD, WE HAVE BEEN INFORMED THAT WE ARE BEING REQUIRED TO OBTAIN A KENNEL LICENSE AS WELL AS INDIVIDUAL PET LICENSES. IN DOING SO WE ARE ALSO REQUIRED TO PETITION OUR NEIGHBORS FOR THEIR RESPONSE. IF YOU WOULD BE SO KIND AS TO ANSWER THE FOLLOWING QUESTIONS:

HAVE WE MET AT ALL PREVIOUS TO THIS DATE? ☒ YES ☐ NO

ARE YOU AWARE THAT WE HAVE 2 CATS? ☒ YES ☐ NO

HAVE YOU AT ANY TIME OBSERVED EITHER OF THE CATS OUTSIDE OUR HOME? ☐ YES ☒ NO
DO YOU FEEL IN ANY WAY THREATENED BY EITHER OF THE CATS? ☐ YES ☒ NO (PLEASE EXPLAIN)

ARE YOU AWARE THAT WE HAVE 2 DOGS? ☒ YES ☐ NO

HAVE YOU AT ANY TIME OBSERVED EITHER OF THE DOGS OUTSIDE THE FENCED PORTION OF OUR YARD?
YES ☒ NO ☐ IF YOU ANSWERED YES:
DID THE DOG APPEAR UNDER CONTROL? ☐ YES ☐ NO PLEASE EXPLAIN YOUR ANSWER

DO YOU FEEL IN ANY WAY THREATENED BY EITHER OF THE DOGS? ☐ YES ☒ NO (PLEASE EXPLAIN)

HAVE YOU AT ANY TIME OBSERVED EXCESS FECAL MATTER IN ANY PART OF THE PROPERTY?
YES ☒ NO ☐ IF YOU ANSWERED YES, PLEASE EXPLAIN:

HAVE YOU AT ANY TIME OBSERVED CHILDREN OF ANY AGE IN THE VICINITY OF EITHER OF THE DOGS?
YES ☒ NO ☐ IF YOU ANSWERED YES, DID YOU FEEL THE CHILDREN WERE IN ANY DANGER?

ARE YOU AWARE THAT BOTH OF THE OWNERS ARE INVOLVED IN OBEDIENCE TRAINING? ☒ YES ☐ NO

ARE YOU AWARE THAT ONE OF THE OWNERS IS:

AN APPRENTICE DOG TRAINING INSTRUCTOR? ☒ YES ☐ NO

INVOLVED WITH A DOG TRAINING DEMONSTRATION AND PARADE UNIT? ☐ YES ☒ NO

ACTIVE IN AKC (AMERICAN KENNEL CLUB) OBEDIENCE TRIALS AND HAS EARNED AN OBEDIENCE DEGREE WITH AN AVERAGE OF 192 PTS. OUT OF A POSSIBLE 200? ☐ YES ☒ NO

A FORMER EMPLOYEE AT A VETERINARY CLINIC? ☒ YES ☐ NO

WOULD KNOWING THIS INFORMATION CHANGE YOUR OPINION OF OUR CAPABILITIES OF RESPONSIBLE PET OWNERSHIP? yes -

IF YOU HAVE ANY ADDITIONAL COMMENTS, PLEASE NOTE THEM ON THE BACK OF THIS FORM. WE THANK YOU FOR YOUR TIME IN ANSWERING THIS QUESTIONNAIRE.

NAME Linda Kopas
ADDRESS 4367 Zane Ave N.
Crystal, MN 55422
PHONE 536-9969
SIGNATURE Linda Kopas
DATE May 12, 1987

JON AND DANA ANDERSON
4400 ADAIR AVENUE NORTH
CRYSTAL, MN 55422
533-1397

DUE TO THE FACT THAT WE HAVE MORE THAN TWO ANIMALS LIVING IN OUR HOUSEHOLD, WE HAVE BEEN INFORMED THAT WE ARE BEING REQUIRED TO OBTAIN A KENNEL LICENSE AS WELL AS INDIVIDUAL PET LICENSES. IN DOING SO WE ARE ALSO REQUIRED TO PETITION OUR NEIGHBORS FOR THEIR RESPONSE. IF YOU WOULD BE SO KIND AS TO ANSWER THE FOLLOWING QUESTIONS:

HAVE WE MET AT ALL PREVIOUS TO THIS DATE? ☒ YES BRIEFLY NO

ARE YOU AWARE THAT WE HAVE 2 CATS? ☒ YES NO

HAVE YOU AT ANY TIME OBSERVED EITHER OF THE CATS OUTSIDE OUR HOME? YES ☒ NO
DO YOU FEEL IN ANY WAY THREATENED BY EITHER OF THE CATS? YES ☒ NO (PLEASE EXPLAIN)

ARE YOU AWARE THAT WE HAVE 2 DOGS? ☒ YES NO

HAVE YOU AT ANY TIME OBSERVED EITHER OF THE DOGS OUTSIDE THE FENCED PORTION OF OUR YARD?
YES ☒ NO IF YOU ANSWERED YES:
DID THE DOG APPEAR UNDER CONTROL? YES NO PLEASE EXPLAIN YOUR ANSWER

DO YOU FEEL IN ANY WAY THREATENED BY EITHER OF THE DOGS? YES ☒ NO (PLEASE EXPLAIN)

HAVE YOU AT ANY TIME OBSERVED EXCESS FECAL MATTER IN ANY PART OF THE PROPERTY?
YES ☒ NO IF YOU ANSWERED YES, PLEASE EXPLAIN:

HAVE YOU AT ANY TIME OBSERVED CHILDREN OF ANY AGE IN THE VICINITY OF EITHER OF THE DOGS?
YES ☒ NO IF YOU ANSWERED YES, DID YOU FEEL THE CHILDREN WERE IN ANY DANGER?

ARE YOU AWARE THAT BOTH OF THE OWNERS ARE INVOLVED IN OBEDIENCE TRAINING? ☒ YES NO
ARE YOU AWARE THAT ONE OF THE OWNERS IS:

AN APPRENTICE DOG TRAINING INSTRUCTOR? ☒ YES NO
INVOLVED WITH A DOG TRAINING DEMONSTRATION AND PARADE UNIT? ☒ YES NO
ACTIVE IN AKC (AMERICAN KENNEL CLUB) OBEDIENCE TRIALS AND HAS EARNED AN OBEDIENCE
DEGREE WITH AN AVERAGE OF 192 PTS. OUT OF A POSSIBLE 200? ☒ YES NO
A FORMER EMPLOYEE AT A VETERINARY CLINIC? ☒ YES NO

WOULD KNOWING THIS INFORMATION CHANGE YOUR OPINION OF OUR CAPABILITIES OF RESPONSIBLE
PET OWNERSHIP? No

IF YOU HAVE ANY ADDITIONAL COMMENTS, PLEASE NOTE THEM ON THE BACK OF THIS FORM. WE
THANK YOU FOR YOUR TIME IN ANSWERING THIS QUESTIONNAIRE.

✓ NAME Howard C. MANSON
ADDRESS 4409 ZANE AVE. N.
CRYSTAL, MN. 55422
PHONE 536-8529
SIGNATURE Howard C. Manson
DATE May 14, 1987

JON AND DANA ANDERSON
4400 ADAIR AVENUE NORTH
CRYSTAL, MN 55422
533-1397

DUE TO THE FACT THAT WE HAVE MORE THAN TWO ANIMALS LIVING IN OUR HOUSEHOLD, WE HAVE BEEN INFORMED THAT WE ARE BEING REQUIRED TO OBTAIN A KENNEL LICENSE AS WELL AS INDIVIDUAL PET LICENSES. IN DOING SO WE ARE ALSO REQUIRED TO PETITION OUR NEIGHBORS FOR THEIR RESPONSE. IF YOU WOULD BE SO KIND AS TO ANSWER THE FOLLOWING QUESTIONS:

HAVE WE MET AT ALL PREVIOUS TO THIS DATE? YES BREIFLY NO

ARE YOU AWARE THAT WE HAVE 2 CATS? YES NO

HAVE YOU AT ANY TIME OBSERVED EITHER OF THE CATS OUTSIDE OUR HOME? YES NO

DO YOU FEEL IN ANY WAY THREATENED BY EITHER OF THE CATS? YES NO (PLEASE EXPLAIN)

ARE YOU AWARE THAT WE HAVE 2 DOGS? YES NO

HAVE YOU AT ANY TIME OBSERVED EITHER OF THE DOGS OUTSIDE THE FENCED PORTION OF OUR YARD?

YES NO IF YOU ANSWERED YES:

DID THE DOG APPEAR UNDER CONTROL? YES NO PLEASE EXPLAIN YOUR ANSWER

DO YOU FEEL IN ANY WAY THREATENED BY EITHER OF THE DOGS? YES NO (PLEASE EXPLAIN)

HAVE YOU AT ANY TIME OBSERVED EXCESS FECAL MATTER IN ANY PART OF THE PROPERTY?

YES NO IF YOU ANSWERED YES, PLEASE EXPLAIN:

HAVE YOU AT ANY TIME OBSERVED CHILDREN OF ANY AGE IN THE VICINITY OF EITHER OF THE DOGS?

YES NO IF YOU ANSWERED YES, DID YOU FEEL THE CHILDREN WERE IN ANY DANGER?

ARE YOU AWARE THAT BOTH OF THE OWNERS ARE INVOLVED IN OBEDIENCE TRAINING? YES NO

ARE YOU AWARE THAT ONE OF THE OWNERS IS:

AN APPRENTICE DOG TRAINING INSTRUCTOR? YES NO

INVOLVED WITH A DOG TRAINING DEMONSTRATION AND PARADE UNIT? YES NO

ACTIVE IN AKC (AMERICAN KENNEL CLUB) OBEDIENCE TRIALS AND HAS EARNED AN OBEDIENCE DEGREE WITH AN AVERAGE OF 192 PTS. OUT OF A POSSIBLE 200? YES NO

A FORMER EMPLOYEE AT A VETERINARY CLINIC? YES NO

WOULD KNOWING THIS INFORMATION CHANGE YOUR OPINION OF OUR CAPABILITIES OF RESPONSIBLE PET OWNERSHIP? No

IF YOU HAVE ANY ADDITIONAL COMMENTS, PLEASE NOTE THEM ON THE BACK OF THIS FORM. WE THANK YOU FOR YOUR TIME IN ANSWERING THIS QUESTIONNAIRE.

NAME Reierson

ADDRESS 4409 Adair

PHONE 533 3647

SIGNATURE Eileen Reierson

DATE 5, 13, 87

JON AND DANA ANDERSON
4400 ADAIR AVENUE NORTH
CRYSTAL, MN 55422
533-1397

DUE TO THE FACT THAT WE HAVE MORE THAN TWO ANIMALS LIVING IN OUR HOUSEHOLD, WE HAVE BEEN INFORMED THAT WE ARE BEING REQUIRED TO OBTAIN A KENNEL LICENSE AS WELL AS INDIVIDUAL PET LICENSES. IN DOING SO WE ARE ALSO REQUIRED TO PETITION OUR NEIGHBORS FOR THEIR RESPONSE. IF YOU WOULD BE SO KIND AS TO ANSWER THE FOLLOWING QUESTIONS:

HAVE WE MET AT ALL PREVIOUS TO THIS DATE? YES BREIFLY ☒ NO

ARE YOU AWARE THAT WE HAVE 2 CATS? YES ☒ NO

HAVE YOU AT ANY TIME OBSERVED EITHER OF THE CATS OUTSIDE OUR HOME? YES ☒ NO

DO YOU FEEL IN ANY WAY THREATENED BY EITHER OF THE CATS? YES ☒ NO (PLEASE EXPLAIN)

ARE YOU AWARE THAT WE HAVE 2 DOGS? ☒ YES NO

HAVE YOU AT ANY TIME OBSERVED EITHER OF THE DOGS OUTSIDE THE FENCED PORTION OF OUR YARD?

YES ☒ NO IF YOU ANSWERED YES:

DID THE DOG APPEAR UNDER CONTROL? YES NO PLEASE EXPLAIN YOUR ANSWER

DO YOU FEEL IN ANY WAY THREATENED BY EITHER OF THE DOGS? YES ☒ NO (PLEASE EXPLAIN)

HAVE YOU AT ANY TIME OBSERVED EXCESS FECAL MATTER IN ANY PART OF THE PROPERTY?

YES ☒ NO IF YOU ANSWERED YES, PLEASE EXPLAIN:

HAVE YOU AT ANY TIME OBSERVED CHILDREN OF ANY AGE IN THE VICINITY OF EITHER OF THE DOGS?

YES ☒ NO IF YOU ANSWERED YES, DID YOU FEEL THE CHILDREN WERE IN ANY DANGER?

ARE YOU AWARE THAT BOTH OF THE OWNERS ARE INVOLVED IN OBEDIENCE TRAINING? YES ☒ NO

ARE YOU AWARE THAT ONE OF THE OWNERS IS:

AN APPRENTICE DOG TRAINING INSTRUCTOR? YES ☒ NO

INVOLVED WITH A DOG TRAINING DEMONSTRATION AND PARADE UNIT? YES ☒ NO

ACTIVE IN AKC (AMERICAN KENNEL CLUB) OBEDIENCE TRIALS AND HAS EARNED AN OBEDIENCE DEGREE WITH AN AVERAGE OF 192 PTS. OUT OF A POSSIBLE 200? YES ☒ NO

A FORMER EMPLOYEE AT A VETERINARY CLINIC? YES ☒ NO

WOULD KNOWING THIS INFORMATION CHANGE YOUR OPINION OF OUR CAPABILITIES OF RESPONSIBLE PET OWNERSHIP? Yes.

IF YOU HAVE ANY ADDITIONAL COMMENTS, PLEASE NOTE THEM ON THE BACK OF THIS FORM. WE THANK YOU FOR YOUR TIME IN ANSWERING THIS QUESTIONNAIRE.

NAME Robin Cleveland

ADDRESS 4401 Adair Aven

PHONE 535-1485

SIGNATURE Robin Cleveland

DATE May 16, 1987

JON AND DANA ANDERSON
4400 ADAIR AVENUE NORTH
CRYSTAL, MN 55422
533-1397

DUE TO THE FACT THAT WE HAVE MORE THAN TWO ANIMALS LIVING IN OUR HOUSEHOLD, WE HAVE BEEN INFORMED THAT WE ARE BEING REQUIRED TO OBTAIN A KENNEL LICENSE AS WELL AS INDIVIDUAL PET LICENSES. IN DOING SO WE ARE ALSO REQUIRED TO PETITION OUR NEIGHBORS FOR THEIR RESPONSE. IF YOU WOULD BE SO KIND AS TO ANSWER THE FOLLOWING QUESTIONS:

HAVE WE MET AT ALL PREVIOUS TO THIS DATE? ☒ YES ☐ NO

ARE YOU AWARE THAT WE HAVE 2 CATS? ☒ YES ☐ NO

HAVE YOU AT ANY TIME OBSERVED EITHER OF THE CATS OUTSIDE OUR HOME? ☐ YES ☒ NO

DO YOU FEEL IN ANY WAY THREATENED BY EITHER OF THE CATS? ☐ YES ☒ NO (PLEASE EXPLAIN)

I've handled both and found them to be very mild mannered.

ARE YOU AWARE THAT WE HAVE 2 DOGS? ☒ YES ☐ NO

HAVE YOU AT ANY TIME OBSERVED EITHER OF THE DOGS OUTSIDE THE FENCED PORTION OF OUR YARD?

☒ YES ☐ NO

IF YOU ANSWERED YES:

DID THE DOG APPEAR UNDER CONTROL? ☒ YES ☐ NO PLEASE EXPLAIN YOUR ANSWER

they were leashed.

DO YOU FEEL IN ANY WAY THREATENED BY EITHER OF THE DOGS? ☐ YES ☒ NO (PLEASE EXPLAIN)

HAVE YOU AT ANY TIME OBSERVED EXCESS FECAL MATTER IN ANY PART OF THE PROPERTY?

☐ YES ☒ NO

IF YOU ANSWERED YES, PLEASE EXPLAIN:

HAVE YOU AT ANY TIME OBSERVED CHILDREN OF ANY AGE IN THE VICINITY OF EITHER OF THE DOGS?

☒ YES ☐ NO

IF YOU ANSWERED YES, DID YOU FEEL THE CHILDREN WERE IN ANY DANGER?

no, the dogs are friendly.

ARE YOU AWARE THAT BOTH OF THE OWNERS ARE INVOLVED IN OBEDIENCE TRAINING? ☒ YES ☐ NO

ARE YOU AWARE THAT ONE OF THE OWNERS IS:

AN APPRENTICE DOG TRAINING INSTRUCTOR? ☐ YES ☒ NO

INVOLVED WITH A DOG TRAINING DEMONSTRATION AND PARADE UNIT? ☒ YES ☐ NO

ACTIVE IN AKC (AMERICAN KENNEL CLUB) OBEDIENCE TRIALS AND HAS EARNED AN OBEDIENCE

DEGREE WITH AN AVERAGE OF 192 PTS. OUT OF A POSSIBLE 200? ☒ YES ☐ NO

A FORMER EMPLOYEE AT A VETERINARY CLINIC? ☒ YES ☐ NO

WOULD KNOWING THIS INFORMATION CHANGE YOUR OPINION OF OUR CAPABILITIES OF RESPONSIBLE

PET OWNERSHIP? It shows that they are an important part of your life and

that you are willing to invest time in their care.

IF YOU HAVE ANY ADDITIONAL COMMENTS, PLEASE NOTE THEM ON THE BACK OF THIS FORM. WE THANK YOU FOR YOUR TIME IN ANSWERING THIS QUESTIONNAIRE.

NAME Susan Lindstrom

ADDRESS 4408 Adair Avenue North

PHONE 537-1917

SIGNATURE Susan Lindstrom

DATE 5-11-87

JON AND DANA ANDERSON
4400 ADAIR AVENUE NORTH
CRYSTAL, MN 55422
533-1397



4141 Douglas Drive North • Crystal, MN 55422-1696 • 537-8421

ADMINISTRATIVE OFFICE

September 11, 1987

TO: City Councilmembers & Members of Civil Service Commission
FROM: John A. Olson, Acting City Manager
RE: Comments on the Civil Service Handbook from Department Heads

Attached to this memo are various comments, both short and long, regarding the department heads review of the Civil Service Handbook. Please consider these comments as you are reviewing the document on Tuesday.

JO/js

Would like to see something on sick leave abuse.

Page 29 item 503

41 new material: Would like to see one year re-employment rights instead of two years.

What do the "weights" mean which are discussed on page 25 and how is it different from the present system?

301.(page 15)

Classification plan relation to comparable worth set-up? If not related, does commission classification affect salaries?

406.(page 21)

"Authorized absense is granted . . . (maybe?)

601(page 32)

- a) Questions 80 hour vacation use requirement for newer employees who only earn that amount.
- b) When sick leave is used, employee should notify supervisor each day of absence.

MEMORANDUM

TO: John A. Olson
Acting City Manager

FROM: Chief of Police

REGARDING: Civil Service Commission Handbook

DATE: September 9, 1987

In reviewing the Crystal Civil Service Commission Handbook, two items came to my attention which I feel need further consideration.

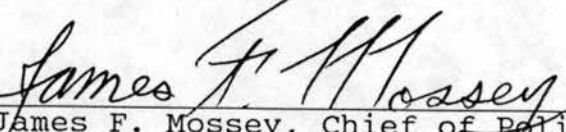
In Section 802 on page 39, there is reference made to suspensions and states that the appointing authority may suspend any employee in the classified services.

This has been contrary to our present procedure in the Police Department where we allow the Police Supervisor as well as the Police Manager and Police Chief to suspend individuals for up to thirty days. In a definition used to distinguish between supervisor and rank and file employees, one of the differences is the authority to suspend.

I am not sure if this would adversely affect that distinction and would request that Dave Kennedy be asked to research that issue.

Secondly, in Section 601B on page 33, there is reference made to granting of sick leave for the following reasons, one of which is serious illness in the immediate family.

In order to equitably administer this, I will need a definition as to what is a serious illness. This issue has already come up in the Police Department and I am granting sick leave for any family related illness until the serious illness term is defined.


James F. Mossey, Chief of Police

JFM:dsl

Civil Service Handbook Comments

Section #602

The handbook did not mention if an employee would accrue the following during a leave of absense: vacation, sick leave, continuation of time on job for calculation of date that longevity step increases come due and steps in days of paid vacation. Maximum length of leave of absense?

Miles

LeFevere
Lefler
Kennedy
O'Brien &
Drawz

a Professional
Association

2000 First Bank Place West
Minneapolis
Minnesota 55402

Telephone (612) 333-0543
Telecopier (612) 333-0540

Clayton L. LeFevere
Herbert P. Lefler
J. Dennis O'Brien
John E. Drawz
David J. Kennedy
Joseph E. Hamilton
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Christopher J. Haristhal
Timothy J. Pawlenty
Rolf A. Sponheim
Julie A. Bergh

September 15, 1987

Mr. John Olson
Acting City Manager
City of Crystal
4141 Douglas Drive North
Crystal, Minnesota 55422

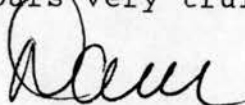
Re: Civil Service Handbook

Dear John:

Dayle Nolan of our office has completed her review of the Handbook and has no fundamental problems with it in the context of employer-employee relations law. She has, however, restated my objection to the use of the Civil Service Commission for grievance arbitration, but the Council has indicated its willingness to go along with that procedure. Thus, I believe it appropriate for the Council to give second reading to the ordinance changes necessitated by the Handbook.

Ms. Nolan did point out, however, a number of technical matters in the proposed Handbook that I had not previously noted. And I see that your department heads also still have some questions on specific points. I know that the Commission is eager to get the Handbook adopted and in place, but I do think that a final review by the City staff is in order. I would think that review could be completed shortly.

Yours very truly,



David J. Kennedy

DJK:caw

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Lefler
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Rolf A. Sponheim
Julie A. Bergh

September 16, 1987

Ms. Darlene George
City Clerk
City of Crystal
4141 Douglas Drive North
Crystal, Minnesota 55422

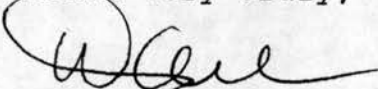
Re: Civil Service Ordinance
City of Crystal, Minnesota

Dear Darlene:

Enclosed you will find a revised copy of the ordinance amendment relating to the Civil Service system.

The only change from the previous version is in Section 8, amending Subd. 4, where the phrase "and for the period required by the city charter" is added. Please substitute these for your other copies.

Yours very truly,



David J. Kennedy

DJK:caw

ORDINANCE NO. 87 _____

AN ORDINANCE RELATING TO THE CITY
CIVIL SERVICE SYSTEM: AMENDING CRYSTAL
CODE SECTION 310: REPEALING CRYSTAL CITY
CODE, SUBSECTIONS 310.11, SUBDIVISION 3,
AND 310.27, SUBDIVISIONS 2 AND 3.

THE CITY OF CRYSTAL DOES ORDAIN:

Section 1. Crystal City Code, Subsection 310.01, is amended by adding a subdivision to read:

Subd. 15. "Permanent part time employment" means the employment of persons on a part time basis for a period not exceeding 30 hours per week.

Sec. 2. Crystal City Code, Subsection 310.07, Subdivision 8 is amended to read:

Subd. 8. Temporary, Permanent Part Time and Provisional Employment. The Commission may provide by rule for temporary, permanent part time and provisional employment.

Sec. 3. Crystal City Code, Subsection 310.11 is amended by adding a subdivision to read:

Subd. 3A. Notice. Notice of the existence of a vacancy shall be given by one publication in the official newspaper of the City at least 14 days in advance of closing of applications for the position and by posting notice in the City Hall for a similar period. A written notice shall also be mailed in advance of the examination to each person who has submitted an application meeting the minimum qualifications of the position.

Sec. 4. Crystal City Code, Section 310 is amended by adding a subsection to read as follows:

310.16. Reemployment Lists. Subdivision 1. Occupational Reemployment List. Employees laid off or bumped, or demoted in lieu of layoff, shall have their names placed on a reemployment list by the classification and related position in which the employee was last employed in the inverse order of layoff. An employee who was placed on the occupational reemployment list may return to work within the same job classification from which the employee was demoted, bumped or laid off or a related position in a lower salary range for a period of two years from the time of demotion, bumping or layoff.

Subd. 2. General Reemployment List. An employee laid off, or demoted in lieu of layoff will, upon written request

to the Commission, be placed on a general reemployment list. The general reemployment list shall be composed of individuals from all departments of the City with their rank to be in the inverse order of layoff. Former employees considered for placement from the general reemployment list shall successfully complete a reemployment examination for any job classification or related position in which the former employee has not previously served. Former employees applying for a job who have either successfully obtained a passing score on a reemployment examination for the position sought, or who have previously served in the job classification or related position with a higher salary range, shall be placed in the job vacancy in accordance with their inverse order of layoff. All applicants must meet the minimum qualifications for the job classification.

Subd. 3. Period of Eligibility. The eligibility of all candidates on reemployment lists expire two years from the date of their separation from the service.

Subd. 4. Notification of Vacancies. An employee on layoff whose name has been placed on a reemployment list shall be notified in writing of job vacancies. An employee on layoff who wishes to be considered for a job vacancy must indicate that intent by written request directed to the Commission within ten days of the mailing of the notice.

Sec. 5. Crystal City Code, Subsection 310.17, Subdivision 2, is amended to read:

Subd. 2. Cause. No permanent employee in the classified service shall be dismissed, except for just cause, which shall not be religious, racial, or political. No such action shall be taken except after the employee has been given notice of the action in writing by the Appointing Authority. A copy of the notice shall be transmitted to the Civil Service Commission. Upon written request made by the employee within 15 days after receipt of such notice, the ~~Council~~ City Manager shall file the charges of inefficiency or misconduct on which the dismissal is based with the employee concerned and with the secretary of the Commission and a hearing shall be held by the Commission thereon after ten days' written notice to the employee of the time and place of the hearing. Action of the ~~Council~~ City Manager shall be final if no such written request is made within 15 days after receipt of the notice of dismissal.

Sec. 6. Crystal City Code, Subsection 310.17, Subdivision 5, is amended to read:

Subd. 5. Written Findings. Findings and orders sustaining disciplinary actions or compelling reinstatement shall be in writing and filed within ~~five~~ ten working days after the completion of the hearing among the records of the

secretary of the Civil Service Commission. The secretary shall give written notice of the decision to any employees concerned and to the Council.

Sec. 7. Crystal City Code, Subsection 310.27, is amended by adding a subdivision to read:

Subd. 2a. No officer, agent, clerk, or employee of the City shall, directly or indirectly, during hours of employment solicit or receive funds or at any time use authority or official influence to compel any officer or employee in the classified service to apply for membership in or become a member of any organization, or to pay or promise to pay any assessment, subscription, or contribution, or to take part in any political activity. Any person who violates any provision of this section shall be guilty of a misdemeanor, and shall be punished accordingly, and any officer or employee in the classified service found guilty of violating any provision of this section is automatically separated from the service.

Sec 8. Crystal City Code, Subsection 310.27, Subdivision 4, is amended to read:

Subd. 4. City Elective Office. An employee of the City who becomes a candidate for any an elective office of the City shall must apply for and be granted a leave of absence without pay from his the position. The leave of absence shall-continue continues until his the candidacy is determined by Council canvass, during incumbency in the office, and for the period required by the city charter.
~~The leave of absence shall be without pay.~~

Sec. 9. Crystal City Code, Section 310, is amended by adding a Subsection to read:

310.26. Grievance Procedure. The Commission may adopt rules providing for grievance administration for City employees not covered by union contract.

Sec. 10. Crystal City Code, Subsection 310.11, Subdivision 3 and Subsection 310.27, Subdivisions 2 and 3 are repealed.

Sec. 11. This ordinance is effective in accordance with Crystal City Code, Subsection 110.11.

Mayor

Attest:

Clerk

00110D11.F16

LeFevere
Lefler
Kennedy
O'Brien &
Drawz

a Professional
Association

2000 First Bank Place West
Minneapolis
Minnesota 55402

Telephone (612) 333-0543
Telecopier (612) 333-0540

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September 10, 1987

Mr. John Olson
Acting City Manager
City of Crystal
4141 Douglas Drive North
Crystal, Minnesota 55422

Re: Crystal Frolics

Dear John:

At its last meeting, the Council was requested by a group interested in the Crystal Frolics to approve the organization of a non-profit corporation that is being formed to "coordinate" the Frolics. The purpose of the new group is apparently to act in the same capacity as the rather loosely-knit committee of civic groups and the Crystal Firemen's Relief Association that has run the Frolics in past years. The Council asked for my opinion on whether its approval is necessary or desirable.

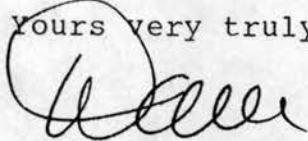
I believe that there is adequate statutory and charter authority for the City to expend money and supply employee time and services in support of the Frolics. The Council's procedures over the years for allocating funds, authorizing participation, and accounting for expenditures for the Frolics seem adequate to me. There is, in my judgment, no requirement that any particular mechanism or administrative structure be set up dealing with the City's relationship with sponsors of the event. The important point is that the Council be confident that (i) the event contributes to the general welfare and economic benefit of the City and its citizens and (ii) the funds appropriated and staff time expended are properly applied to the successful conduct of the event.

Thus there is no need, in my judgment, for the Council to take any formal action with regard to the new entity other than to follow its traditional practice of appropriating money for the event and authorizing the participation of City personnel in it. The nature of the sponsoring entity - whether a corporation, or

Mr. John Olson
September 10, 1987
Page Two

simply an ad hoc committee - is irrelevant to the Council's decision to participate in the event.

Yours very truly,

A handwritten signature in dark ink, appearing to read 'D. Kennedy', written over a circular stamp or mark.

David J. Kennedy

DJK:caw

PROPOSED RESOLUTIONS FOR THE CITY COUNCIL

BE IT RESOLVED THAT THE CITY OF CRYSTAL HAVE AN ANNUAL CELEBRATION FOR THE RESIDENTS OF THE CITY OF CRYSTAL AND THEIR FRIENDS AND NEIGHBORS.

BE IT RESOLVED THAT THE CELEBRATION BE KNOWN AS THE CRYSTAL FOLICS.

BE IT RESOLVED THAT THE CRYSTAL FROLICS SHALL BE HELD DURING THE LAST FULL WEEKEND OF THE MONTH OF JULY OF EACH YEAR.

BE IT RESOLVED THAT A NON-PROFIT CORPORATION TO BE KNOWN AS CRYSTAL FROLICS COMMITTEE INC BE FORMED TO SPONSOR AND HOST THE CRYSTAL FROLICS.

CRYSTAL FROLICS INC
1986-87 FINANCIAL REPORT

ACTIVITY	INCOME	EXPENSE
FUN RUN	20.00	27.10
POOL FUN DAY		844.43
TENNIS TOURNAMENT	219.00	265.14
SOFTBALL TOURNAMENT	6400.00	7744.14
SENIOR CARD TOURNAMENTS	401.00	911.72
CARNIVAL	2856.00	1117.00
FIREWORKS		5000.00
VOLLEYBALL		
KIDDIE PARADE		68.35
PIG ROAST		
HORSESHOE TOURNAMENT		
DUNK TANK	63.79	
BINGO	578.25	
PARADE		5169.27
QUEEN PAGENT & SENIORS	3172.81	3143.64
FLOAT		1200.00
PUBLICITY	FIGURES NOT AVAILABLE	
THEATRE IN TRUNK		7.50
DIAPER DIRBY	14.00	23.75
WOMEN OF TODAY	275.52	
FIRE DEPT AUXILIARY	291.91	
FIRE DEPARTMENT		
LIONS	501.50	
ADMINISTRATIVE		594.09
RESERVE MEALS		442.50
CONCERTS	788.00	2319.00
MISCELLANEOUS DONATIONS	350.00	
CITY CONTRIBUTION	10000.00	
PARK DEPT. BUDGET	4806.90	
	-----	-----
TOTAL	30738.68	28877.63
	-----	-----
NET INCOME/LOSS		1861.05
		=====
BANK BALANCE AUG 31, 1987		2630.48
		=====

CRYSTAL FROLICS INC
1987-88 PROPOSED BUDGET

ACTIVITY	INCOME	EXPENSE
FUN RUN	500.00	500.00
SENIOR CARD TOURNAMENTS	650.00	850.00
DUNK TANK	100.00	.00
QUEEN CORONATION		3500.00
FLOAT		500.00
CARNIVAL	3000.00	1500.00
SOFTBALL TOURNAMENT	7500.00	11000.00
PUBLICITY	7500.00	8500.00
SENIOR ROYALTY		600.00
RAFFLE	3500.00	
CIVIC/FRATERNAL DONATION	5500.00	
SECURITY/TRAFFIC CONTROL		500.00
PARADE		5000.00
FIREWORKS		5000.00
CITY CONTRIBUTION	10000.00	
	-----	-----
TOTAL	38250.00	37450.00
	-----	-----
NET INCOME/LOSS		800.00
		=====

ORGANIZATION P & L SUMMARIES
1986-87 FROLICS

ORGANIZATION	INCOME	EXPENSE	NET INCOME
FIREFIGHTERS	12081.00	7954.93	4126.07
FIREFIGHTERS AUXILIARY	4076.00	2908.33	1167.67
ELKS	1362.50	1946.92	-584.42
J C'S	3329.50	2172.99	1156.51
WOMEN OF TODAY	1746.34	909.80	836.54
LIONS	2507.50	2006.00	501.50

LeFevere
Lefler
Kennedy
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August 13, 1987

Mr. John Olson
Acting City Manager
City of Crystal
4141 Douglas Drive North
Crystal, Minnesota 55422

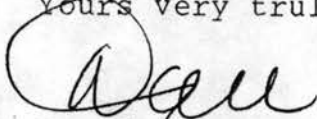
Re: Community Service Officers

Dear John:

Enclosed you will find a draft ordinance for first reading designating Community Service Officers and providing that they may issue certain kinds of citations in connection with their law enforcement duties.

The 1987 legislature provided that such personnel cannot issue citations unless specifically authorized by City ordinance. Please send a copy of the ordinance to Jim Mossey for his review.

Yours very truly,



David J. Kennedy

DJK:caw

Enclosure

ORDINANCE NO. 87 _____

AN ORDINANCE RELATING TO PUBLIC SAFETY:
ALLOWING COMMUNITY SERVICE OFFICERS TO
ISSUE CITATIONS; AMENDING CRYSTAL
CITY CODE, BY ADDING A SECTION.

THE CITY OF CRYSTAL DOES ORDAIN:

Section 1. Crystal City Code is amended by adding a section to read:

Section 955: Community Service Officers

955.01. Community Service officer: Defined. For purposes of this code the term "Community Service Officer" means an employee of the City, designated by the City Manager and assigned to the police department, exercising limited law enforcement, code enforcement and related duties under the supervision of the Chief of Police.

955.03. Community Service Officers: Citations. Community service officers have the same powers of law enforcement officers in the City to issue a citation in lieu of arrest. Nothing in this section is to be construed as giving community service officers any powers of law enforcement officers other than the authority set forth in the subsection.

Sec. 2. This ordinance is effective in accordance with Crystal City Code, Subsection 110.11.

Mayor

Attest:

City Clerk

00110D14.F16

MEMORANDUM

TO: John A. Olson
Acting City Manager

FROM: Chief of Police

SUBJECT: Action Needed Memo

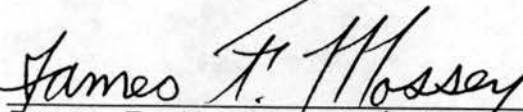
DATE: September 9, 1987

In order to clarify the proposed ordinance amendment, the following information is furnished: The term Community Service Officer as described in the ordinance is a title covering functions including Reserve Officers who write parking citations, Animal Control Officers who write animal control violations and Juvenile Specialist who writes Juvenile Court Referral Tickets.

At present these are the only three types of Community Service Officers assigned to the Police Department.

The Bike Patrol is not affected by this ordinance as they do not write moving traffic citations for bicycle violations; they do write warning tickets which require the violator to attend a Bicycle Safety Seminar. If a traffic citation for a bicycle violation must be written, it has to be done by a Police Officer as bicycle traffic violations are the same as an automobile traffic violation.

The procedure we use for the Bike Patrol Enforcement Project will not change.


James F. Mossey, Chief of Police

JFM:dsl


M E M O R A N D U M

TO: John A. Olson, Acting City Manager
FROM: Thomas L. Heenan, Supervising Sanitarian *TH*
RE: Ordinance Violation Citations
DATE: September 9, 1987

We have traditionally issued ordinance violation citations for violations of the Public Health Ordinances and Statutes. This would include violations of the Food Code, Lodging Code, Swimming Pool Code, Garbage and Refuse Codes, Public Nuisance Codes, Animal Control Codes, Housing Code, Sewer Code and statutory violations of the Public Health Laws and Pollution Laws. This would include air, land, water and noise pollution, State Well Statutes, State Nuisance, Public Health Nuisance Statutes, Animal Control Statutes and the Minnesota Clean Indoor Air Act (smoking law).

TLH:jt

September 11, 1987

TO: John Olson, Acting City Manager
FROM: Don Peterson, Chief Building Inspector 
RE: Citations

Citations issued by the Building Department are very few in number. We only issue citations as a last resort. Some instances of when we may are as follows:

1. Contractor not licensed to do the plumbing or gas work and not qualified to be licensed.
2. Refusal to obtain permits.
3. Refusal to comply with Code requirements and City Ordinance.


TO: John A. Olson, Acting City Manager
FROM: Bill Monk, City Engineer
DATE: September 10, 1987
RE: Uncompleted Site Improvements

As requested at a previous Council meeting, the following list has been compiled of properties where approved site improvements remain incomplete. Agreements approved in 1987 are not included as construction on those properties is still in progress. It should be noted that staff is in contact with the owners of the property listed below and expects to complete many of these agreements within the near future:

- 1) Winnetka Industrial Center at 3300 Winpark Drive
Agreement Date - November 20, 1979
Financial Surety - \$132,000 Performance Bond
Improvements Remaining - Landscaping adjacent to retaining walls.
- 2) Mr. Donut (Anthony Center) at 5303 - 36th Avenue
Agreement Date - July 1, 1980
Financial Surety - \$30,000 Performance Bond
Improvements Remaining - As per recent letter to Nicklow's, concrete curb, signage, and landscaping are major items.
- 3) Bassett Creek Townhouses at 3504-18 Douglas Drive
Agreement Date - January 17, 1984
Financial Surety - \$6,000 Letter of Credit
Improvements Remaining - Final bituminous wear course on entrance drive and parking area.
- 4) Aamco Transmission at 5231 West Broadway
Agreement Date - December 28, 1984
Financial Surety - \$20,000 Performance Bond
Improvements Remaining - Relocation of storage trailers and landscaping rear yard area.
- 5) Frank's Furniture at 5419 Lakeland Avenue
Agreement Date - March 29, 1985
Financial Surety - \$6,000 Performance Bond
Improvements Remaining - Curb along Lakeland Ave.
- 6) Crystal Gallery at 5510 West Broadway
Agreement Date - April 16, 1985
Financial Surety - \$150,000 Letter of Credit
Improvements Remaining - Concrete median work in West Broadway.

Re: Uncompleted Site Improvements
September 10, 1987
Page 2

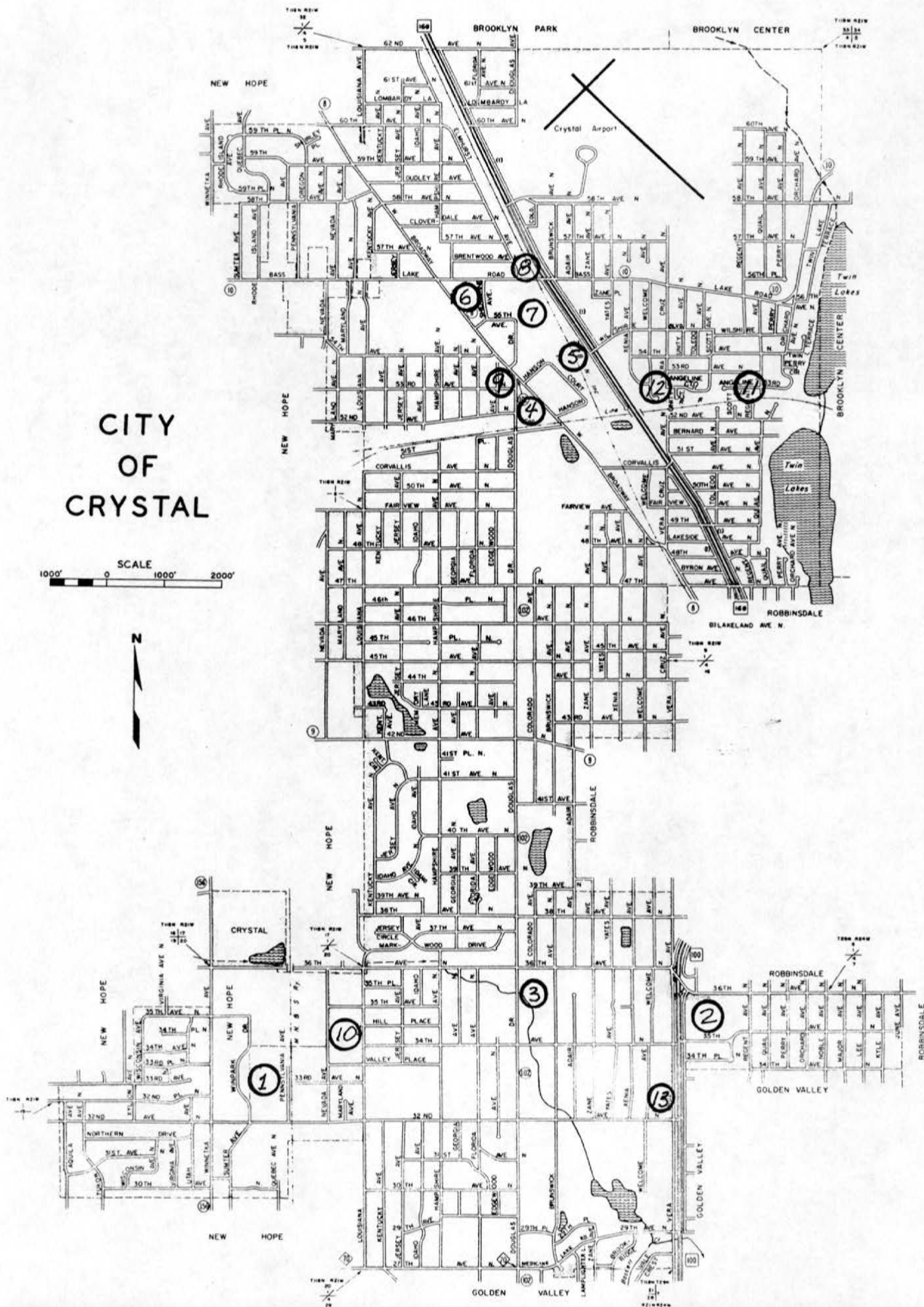
- 7) Cedarwood Court Apartments at 5450 Douglas Drive
Agreement Date - August 20, 1985
Financial Surety - \$3,000 Cash Escrow
Improvements Remaining - Clean out water main gate valve.
- 8) Skipper's Restaurant at 6230 - 56th Avenue
Agreement Date - October 15, 1985
Financial Surety - \$42,000 Performance Bond
Improvements Remaining - Lower catch basin, concrete curb and landscaping.
- 9) Octopus Car Wash at 5301 Douglas Drive
Agreement Date - June 17, 1986
Financial Surety - \$15,000 Letter of Credit
Improvements Remaining - Water service removal and plat of property.
- 10) Mt. Olivet Baptist Church at 3420 Nevada Avenue
Agreement Date - October 15, 1985
Financial Surety - \$3,000 Securities
Improvements Remaining - Striping, signage and landscaping.
- 11) Rolling Green at 53rd & Quail Avenues
Agreement Date - November 1, 1983
Financial Surety - \$500 Letter of Credit
Improvements Remaining - Boulevard landscaping.
- 12) Crystal Green at 54th Avenue & Vera Cruz
Agreement Date - January 2, 1985
Financial Surety - \$500 Letter of Credit
Improvements Remaining - Boulevard landscaping.
- 13) Schweitzer 2nd Addition at 3245 Vera Cruz
Agreement Date - June 17, 1986
Financial Surety - \$9,500 Performance Bond
Improvements Remaining - Landscaping.


WM:jrs

Encl

CITY OF CRYSTAL

SCALE
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CRYSTAL PARK & RECREATION
August 5, 1987
Crystal Highlands Park

The regular meeting of the Crystal Park and Recreation Advisory Commission was called to order at 7:08 pm by Chairperson Garry Grimes. Members present were: Mr. Sochacki, Ms. Reid, Mr. Carlson, Ms. Saunders, Mr. Hoffmann, Mr. Stockhaus, and Mr. Genis. Also present were: Mr. Smothers, council liaison; and Mr. Brandeen and Ms. Hackett from the department staff. Others in attendance were: Mr. Rygg, city council member and several residents from the Crystal Highlands area.

Introductions were made and Mr. Grimes reviewed the purpose of the neighborhood meetings.

The June minutes were approved as sent.

Ms. Hackett reviewed the June and July monthly reports, highlighting major activities.

Citizens from the Crystal Highlands Park area made the following comments:

- 1) Request for new, updated playground equipment- Mr. Brandeen reported that this item is included in the request to the Long Range Planning Commission and part of the 5 year Park Improvement Plan.
- 2) Loose dogs in park - Citizens were asked to call the animal warden.
- 3) Vandalism - Mr. Brandeen asked residents to call the police if they see anything going on. He added that there has only been minor vandalism at Crsytal Highlands.
- 4) Nightlight on building - The nightlight is set to go off at midnight. They want it on later into morning hours.
- 5) Several residents felt that the park maintenance is really good.
- 6) Hockey pucks fly into a neighbors yard - Mr. Brandeen suggested that the department try placing cyclone fencing on top of the hockey boards.

- 7) Request for longer weekend hours for skating - The department will try a Saturday evening 6-9 pm program.
- 8) Recycling program - Mr. Smothers reported that a city-wide program will be available soon. Information will appear in the Post.
- 9) Curbing - Mr. Genis stated that the city Long Range Planning Commission is looking into this.
- 10) Cover-over the creek - Mr. Smothers said there is no plan for that.
- 11) 36th Av. N. repairs - Mr. Genis reported that this is part of the Long Range Planning Commission 5 year plan.
- 12) Favorable comments on the lounge chairs at the pools.
- 13) Tree Trimming - Mr. Brandeen talked about the city's tree trimming plan.
- 14) New street signs look nice except Markwood Avenue should be Markwood Drive.
- 15) Dead end sign on Jersey Circle - residents were instructed to call the City Engineer.
- 16) Backstop for the park - Mr. Brandeen said that the park is really too small for a backstop.
- 17) Favorable comments on the Becker concerts.
- 18) Possibility of planting more trees in the park- Mr. Brandeen reported that there isn't anymore planned.
- 19) Snowplowing driveways like Edina does so that the snow doesn't get in the driveways - Mr. Smothers reported that there are no plans at this time.
- 20) Opening skating rinks after school - Mr. Brandeen said that the earliest the rink would open would be 5:00 pm. When the rinks opened at 4:00 pm attendance was very low.

Crystal Highlands residents were thanked for their participation.

Mr. Brandeen reviewed the Council meeting on June 16. The playground equipment for Yunkers was approved, as was the North Lions Fitness Course.

The Commission reviewed the Crystal Frolics events. The Frolics went well. Ideas discussed included:

- Moving beer/bingo to west parking lot by carnival.
- More aerial fireworks (perhaps block off Bass Lake Road).
- No tossing candy, just hand it out.
- Change parade to Thursday night.

The Commission members thanked Ms. Reid for her representation on the Frolics Committee. Ms. Reid thanked Mr. Smothers and Commission members for their hard work and assistance with Frolics events.

The Commission reviewed the Becker Park dedication. The event went well except that the heat hurt attendance.

Mr. Genis reviewed the last Long Range Planning Commission meeting. He said that an overall comprehensive plan should be put together by the next meeting. 1988 would start the implementation of the plan.

Mr. Brandeen informed the Commission that the city will not renew its lease for Thorson in June 1988. The school district has offered to sell the property to the city, however the building is in need of major structural repairs so the city turned down the offer. Currently the city is consulting with architects to determine space needs for the police department, parks & recreation department, senior citizens programs, etc.

Mr. Carlson suggested that a community center and golf course could be built at Bassett Creek Park. Other commissioners thought the pool site would be more centrally located. Mr. Carlson felt a par 3 golf course should be considered by the Commission as it would enhance Crystal's park facilities. Mr. Brandeen reminded the Commission that a golf course was not on the 5 year plan, and an addendum would have to be made.

Motion - Mr. Carlson: Moved to recommend that Mr. Brandeen look into the feasibility of a par 3 golf course at Bassett Creek Park.

Second - Mr. Genis

Motion Carried: Unanimous

A committee was named to assist in this matter. Committee members are: Mr. Genis, Mr. Carlson, and Mr. Sochacki. The Commission discussed the renaming of parks. The document that was previously written will be discussed at the next meeting so a recommendation can be made to the council.

Mr. Sochacki suggested that the medians on Bass Lake Road need edging.

The Commission commented favorably on the Becker Park softball spectator fence.

Ms. Saunders requested the Commission consider taking some action to request a crosswalk light on 59th and West Broadway. A petition among neighbors was suggested. Mr. Brandeen said that West Broadway was a county road and the city didn't have jurisdiction. Mr. Genis suggested contacting the county commissioner for this area.

Motion - Mr. Genis: Move to recommend that the city council ask Mr. John Derus, County Commissioner, to investigate the possibility of a pedestrian crosswalk on West Broadway at 59th.

Second - Mr. Carlson

Motion Carried - Unanimous

Mr. Hoffmann updated the Commission on Hennepin Parks. Several items are planned for French Park including a 3600 square foot building, ski rentals, cargo net play area and fix-up of the beach/swimming area.

The meeting was adjourned at 8:30 pm.

Respectfully Submitted,

Gene Hackett
Recorder

Crystal Park & Recreation Department
Monthly Report
August 1987

*All numbers are individual registrations unless noted.

ON GOING PROGRAMS - August start

1. Senior Center Activities
-Senior Center membership: 559. Daily attendance is 50-60.
2. General Swimming (All age/afternoons & evenings)
-August attendance: 6496 (1986: 3338)
3. Youth Tennis Lessons (Youth/Weekday mornings & afternoons) - Session V:
(1986:11)/Class at North Lions
4. Men's Fall Golf League (Adult/Tuesday evening)
- 32 registered (1986:38)/Weekly play at Sundance Golf Course.
5. Nature Nuts (Pre-school/Tuesday & Thursday mornings)
-10 registered (1986:n/a)/Met at Bassett Creek Park
6. Super Sports (Grades 1-6/Monday & Wednesday afternoons)
- 26 registered (1986: n/a)/Met at North Lions and Lions Valley Place.
7. Fall Softball League (Adult men/Wednesday night)
- 8 teams registered (1986:n/a)/Games played at Becker

ON GOING PROGRAMS

1. Senior Center Activities
 - Welcome - 4
 - Cribbage - 36
 - Hiking - 9
 - Out-to-Lunch Bunch - 47 to "Russell's of Course"
 - Booktalkers - 12
 - 500 (day) - 60
 - 500 (evening) - 48
 - OWL - 24
 - Scrapbook - 4
 - Poker for Fun - 21
 - Bridge (day) - 64
 - Bridge (evening) - 40
 - Paint Class - 10
 - Pool - 18
 - Special Events:
 - Cook-Out - 60
 - Fishing Trip - 20
2. Adult Activities
 - Men's Softball League

Women's Softball League
 Co-Rec Softball League
 Women/Sr. Golf League
 Adult Tennis League
 Neighborhood Volleyball
 Complete Body Workout - 15 for August Session

3. Youth Activities

Teen Tennis League
 Baseball
 Softball
 Tiny Tots
 Arts & Crafts
 Tennis Lessons

Playgrounds: 1986 attendance in (). 1987 open 3 days; 1986 open 3 days.

Forest - 51 (57)	Lions Valley Pl. 30 (95)
Iron Horse - (T,TH,F) 5 (24)	Welcome - 38 (66)
Lee - (T,TH,F) 10 (28)	Yunker - 32 (45)
N. Bass Lake (T,TH,F) 15 (18)	Bassett Creek - 27 (30)
N. Lions - 36 (30)	Broadway - 30 (38)
Skyway - (T,TH,F) 10 (12)	Cavanagh (M,W) - 21 (12)
Twin Oak - 75 (88)	Crystal Highlands - 35 (32)
Becker (M,W) - 36 (n/a)	

4. Other Events (*Co-sponsored with other agencies)

*TMH-EMH

Playground Events:

Picnic and Carnival - 550

*Trippers: Canterbury Downs

72 total/35 Crystal

Picnic Permits 23 (1986: 23)

Softball Permits - 46 (1986: 56)

5. Becker Concerts

Mon. 3	Crystal Crosstrailers	100
Wed. 5	Counterpoint	75
Fri. 7	Stand Up Comedy	85
Mon. 10	Sweet Adelines	140
Tues. 11	Honeywell Community Band	70
Wed. 12	Zuhrah Flames	80
Fri. 14	Gotham City (Rock)	100
Tues. 18	Irish & Laotion Dancers	Canceled
Thurs. 20	Rio Nido	70
Tues. 25	Cloggers	50
Wed. 26	Molly and the Heymakers	100
Fri. 28	Bob & Beachcombers	200
Sun. 30	Talent Show	200

PROGRAMS COMPLETED

1. Playgrounds - Total 1987 attendance/1986 in ().

1987 Season - 37 days

1986 Season - 35 Days

Forest - 699 (378)

Iron Horse - 77 (193)

Lee - 213 (203)

N. Bass Lake - 212 (233)

N. Lions - 548 (394)

Skyway - 247 (167)

Twin Oak - 955 (678)

Becker - 260 (n/a)

Lions Valley Pl. - 376 (430)

Welcome - 361 (347)

Yunker - 476 (297)

Bassett Creek - 440 (266)

Broadway - 336 (222)

Cavanagh - 250 (142)

Crystal Highlands - 205 (192)

Total: 1987 - 5,655

1986 - 4,274

OBJECTIVE: To provide a variety of well-supervised playground activities for children age 4-14. To expose participants to new activities in the areas of games, crafts, sports, etc.

SUCCESES: Supervisor offered leaders a variety of program ideas. Weekly special events were well received this year. Staff was very good and enthusiastic.

PROBLEMS: Hot weather hurt attendance. One staff team did not work well together.

RECOMMENDATIONS: Re-examine which parks to make part time and full time. Leaders recommended to try a little more structured schedule of activities.

2. Tiny Tots - 1987: 94 registered
1986: 120 registered

OBJECTIVES: To provide 3 1/2 - 5 year olds a meaningful interactive experience through a planned program of games, crafts, songs, etc. To provide trained leadership to carry out these activities.

SUCCESES: Classes went well. Lessons were good. The entertainment program was good and well attended.

PROBLEMS: Some of the craft projects were too hard.

RECOMMENDATIONS: Program format should be kept. Try a field trip.

3. Arts & Crafts - 1987: 40 registered
1986: 38 registered

OBJECTIVE: To provide elementary age children a variety of crafts projects designed to increase their awareness of art and art media.

SUCCESES: Age groupings went well. Projects were well liked.

PROBLEMS: Some projects were back ordered and arrived late which forced a shift in the craft schedule.

RECOMMENDATIONS: Continue the program, as it is a good activity for children who are not interested in sports. Try a class at one location that would have crafts that involve more time and effort in addition to the playground program.

4. Youth Baseball - T-Ball: 1987-178/1986-179
Mites: 1987-122/1986-163
Baseball: 1987-24/1986-40

OBJECTIVE: To provide qualified instruction in softball/baseball skills for youth 5-12.

SUCCESES: Coaches were good. Written lesson plans were helpful to coaches. Evening programs popular. Schedule changes worked well.

PROBLEMS: Attendance dropped in hit weather. Baseball part of program was not well attended.

RECOMMENDATIONS: Keep present format. Drop the baseball part of program.

5. Youth Tennis Lessons - 1987-64/1986-83
Teen Tennis League - 1987-10/1986-17

OBJECTIVE: To provide youth age 6-16 with qualified instruction in Tennis.

SUCCESES: Both programs ran well. Handouts were good. League participants liked the program format.

PROBLEMS: None encountered.

RECOMMENDATIONS: Leave open dates between sessions for make-up dates.

6. Gymnastics - 1987 - 58 registered
1986 - 62 registered

OBJECTIVE: To provide instruction in gymnastic skills to children age pre-school through teens.

SUCCESES: Good instructors, classes poplar.

PROBLEMS: None encountered

RECOMMENDATIONS: Keep present format.

7. Swim Lessons - 1987: 550 registered
1986: 475 registered

OBJECTIVES: To provide Red Cross swimming instruction to age 6 and up. To provide classes in water adjustment for ages 2-5.

SUCCESES: Evening programs were again very successful. Instructors were good. The 2 and 3 year old classes were well received.

PROBLEMS: Tot classes, 4 and 5 year olds and Beginners classes fill rapidly.

RECOMMENDATIONS: Keep format.

8. General Swimming - 1987: 41,609
1986: 31,483

OBJECTIVE: To provide a safe, well-run swimming facility for the enjoyment and use of all ages.

SUCCESES: Good staff. No mechanical problems this year. Attendance way up because of hot weather. Good comments about longer season.

PROBLEMS: None encountered.

RECOMMENDATIONS: Keep the season the same length as this years.

9. Adults Softball - Men's League 1987: 40 teams/1986: 32 teams
Women's League 1987: 21 teams/1986: 20 teams
Co-Rec League 1987: 10 teams/1986: 12 teams

OBJECTIVE: To provide organized league play for adult softball play.

SUCCESES: Seasons went well for all leagues. Leagues were well balanced.

PROBLEMS: Some complaints on umpires. Had problems getting scores called in.

RECOMMENDATIONS: Have winning team call in game scores.
Change Co-Rec League to 3/2 count - 8
innings. Work with umpire association to

assure better umpires. Start leagues one week later.

10. Youth Softball - 1987: 272
1986: 288

OBJECTIVE: To teach the fundamentals of softball.

SUCSESSES: Coaches worked well with teams. Players improved skills over the season. Jr & Sr Boys program used USSSA umpires. Jr & Sr Girls combined with New Hope.

PROBLEMS: The weather shortened some games.

RECOMMENDATIONS: Continue program format. Have talked to Robbinsdale about possibly combining 34 and 56 league next year.

11. Neighborhood Volleyball - 1987: 20 teams
1986: 18 teams

OBJECTIVE: To offer an informal, outdoor summer volleyball league for adults.

SUCCESS: Very popular program. Outdoor courts well maintained.

PROBLEMS: None encountered

RECOMMENDATIONS: Continue same format.

12. Nature Nuts - 1987: 10
1986: n/a

OBJECTIVE: To provide pre-schoolers an educational experience centering on nature activities.

SUCSESSES: Good lesson plan. Good staff. Program went well.

PROBLEMS: None encountered.

RECOMMENDATIONS: Continue class next summer.

13. Super Sports - 1987: 26
1986: n/a

OBJECTIVE: To provide youth grades 1-6 with an exposure to a variety of team sports. To instruct participants in skills required. To promote sportsmanship.

SUCSESSES: Good lesson plan. Good staff. All sports

activities chosen were like by the participants.

PROBLEMS: None encountered.

RECOMMENDATIONS: Continue class next summer.

14. Picnic Permits: 1987 - 58/1986 - 56
Softball Permits: 1987 - 393/1986 - 289

SUMMER MAJOR PROGRAM REGISTRATION SUMMARY 1984-87

	1987	1986	1985	1984
ACTIVITY				
1. Playgrounds (ages 4-14)	5655	4274	6172	6521
2. Tiny Tots (ages 3 1/2 - 5)	94	120	120	133
3. Arts & Crafts (ages 6-12)	40	38	49	66
4. T-Ball (ages 5-6)	178	179	185	183
5. Mite Softball (ages 7-8)	122	163	150	117
6. Baseball (ages 9-12)	24	40	40	68
7. Softball (ages 9-12)	272	288	266	311
8. Youth Tennis (ages 6-12)	64	83	60	95
9. Tennis League (ages 13-18)	10	17	17	20
10. Gymnastics	58	62	68	36
11. Swim Lessons (ages 2-16)	550	475	494	388
12. Pool Attendance (all age)	41,609	31,483	29,081	31,873
13. Adult Tennis Lessons	10	9	14	34
14. Adult Tennis League	33	27	27	29
15. Men's Softball League	40 teams	32 teams	39 teams	40 teams
16. Women's Softball League	21 teams	20 teams	25 teams	25 teams
17. Co-Rec Softball League	10 teams	12 teams	8 teams	5 teams
18. Neighborhood Volleyball	20 teams	18 teams	20 teams	20 teams
19. Picnic Permits	58	56	60	n/a
20. Softball Permits	393	289	351	n/a
21. Nature Nuts (ages 4-5)	10	n/a	n/a	n/a
22. Super Sports (ages 6-12)	26	n/a	n/a	n/a

MINUTES OF THE LONG-RANGE PLANNING COMMISSION

June 9, 1987

Mayor Thomas Aaker called the regular meeting of the Long-Range Planning Commission to order at 7:02 P.M.

Those members present were: Scott Kerner, Hugh Munns, Jane Elsen, Vince Kieffer, Adrian Rygg, Tom Aaker, and Paulette Magnuson.

Staff members present were: John T. Irving, City Manager, and John A. Olson, Assistant City Manager.

Mayor Aaker indicated that because the minutes were received late and that all members did not have a chance to review them that the minutes of the May meeting would be approved at the July meeting.

The Mayor asked Mr. Olson to review the notebook handed out to the Commission members at the meeting. Mr. Olson indicated that this was a composition of items from the departments which he believed would not be or could not be included in each year's budget for the next five years.

The Mayor then asked members to review each year and ask questions as they proceeded through the document.

The Commission members discussed the need to evaluate the construction of a separate police building in 1988 and 1989. The Commission members discussed whether there was a need for a separate building or that expansion of the City Hall would be more appropriate.

Commissioner Magnuson asked if the same consultant doing the work for the southside redesign could do work on the northside and come up with a proposal on space needs for the Police Department. Following discussion on that point Mr. Olson indicated that he would be talking with the space consultant on June 11 and would request cost figures on doing a space study for the Police Department.

Following completion of the discussion of five-year improvements, Mr. Olson indicated that at the next meeting the Commission would receive the report on streets from the Engineering Department and also another section of the capital improvements program which would include the budgeted items for the next five years.

Having no further business, the meeting was adjourned at 8:12 P.M. The next regular meeting of the Long-Range Planning Commission will be July 14, 1987.

MINUTES OF THE LONG-RANGE PLANNING COMMISSION

July 14, 1987

The regular meeting of the Long-Range Planning Commission was called to order by Mayor Thomas Aaker at 7:05 p.m.

Members present were: David Anderson, Jane Elsen, Mike Culhane, Adrian Rygg, Paulette Magnuson, Vincent Kieffer, Greg Peppin (for Scott Kerner), and Burton Genis.

Staff members present were: John A. Olson, Acting City Manager and William Monk, City Engineer.

Moved by Commissioner Rygg and seconded by Commissioner Magnuson to approve the minutes of the May meeting.

Motion Carried.

The June minutes were not included with the meeting announcement and therefore will not be approved until the August meeting.

Mr. Olson discussed the consultant's estimate for the space planning and design of the city hall for both the administrative wing and the police wing. The discussion was held as to the approximate cost of such a study and the estimated cost of the improvements to the building. Mayor Aaker, on behalf of the commission, asked that the item be brought to the City Council for consideration at its next meeting.

Mayor Aaker then asked Mr. Olson to discuss information regarding Thorson Community Center. Mr. Olson indicated that the City had received a copy of the appraisal for Thorson and the value was placed at \$735,000. He also informed the Commission that late Tuesday he had received information that the Waste Management Board of the State of Minnesota was moving out of Thorson at the end of 1987. This would mean that a tenant which rented half of the building would be gone and would severely cut revenues for the community center. A discussion followed as to the dollar amount of necessary changes to bring Thorson into reasonable condition and Mayor Aaker then asked that on behalf of the Commission this item be placed on the Council agenda for the next Council meeting.

Mr. Olson then went through the budgeted item section of the five-year-plan, reviewing any areas which were questioned by the Commission members.

Following this presentation, Mr. Monk reviewed the street capital improvements program and his recommendations regarding types of improvements, costs, and methods of payment. Mr. Monk suggested that the Commission members review the document and ask further questions at the next meeting.

Mayor Aaker asked Mr. Olson what would be on the agenda for the next meeting. Mr. Olson indicated that the narrative goals would be sent to the Commission along with any further material for the five-year-planning document and also a discussion of the street capital improvements program with a review of the payment program suggested by Mr. Monk.

Having no further business the meeting was adjourned at 8:30 p.m. The next regular meeting of the Long-Range Planning Commission is August 11, 1987.

MINUTES OF THE LONG-RANGE PLANNING COMMISSION
AUGUST 11, 1987

The regular meeting of the Long-Range Planning Commission was called to order by Mayor Tom Aaker at 7:10 P.M.

Those members present were: Jane Elsen, Paulette Magnuson, Hugh Munns, Adrian Rygg, Barbara Nemer, and Mayor Aaker.

Staff members present were: John A. Olson, Acting City Manager, and Bill Monk, Public Works Director.

Mayor Aaker indicated two items would be discussed at the meeting: the narrative of The Five-year Capital Improvements Program and the section on street improvements.

Mayor Aaker asked Mr. Olson to review the narrative. Mr. Olson gave a brief description on how the narrative was prepared and then answered questions. Mayor Aaker suggested that wording changes be made in the section from the Building Inspections Department regarding the housing maintenance code. Commissioner Nemer asked for more specific recommendations and specific reasons regarding the need for housing maintenance code.

Further discussion was held on various points of the narrative and Mr. Olson indicated that this could continue next month so that the Commission members would have a chance to review it in more detail.

Mayor Aaker then asked Mr. Monk to review the street improvements program distributed to the Commission at the previous meeting. Mr. Monk indicated that prior to discussion of the program he wished to make three points.

1. Seal coat would continue to be assessed rather than financed by the method outlined in the report.
2. That, the 3% levy limitation would limit the increase in the infrastructure funding proposal.
3. That, previous discussion by the Long-Range Planning Commission had indicated that assessing practices would continue because it would be a way in which non-profit organizations would help pay for improvements abutting their properties.

Mayor Aaker asked if a consultant would be necessary to assist the Engineering Department in putting together and implementing a street program. Mr. Monk indicated that the scale of program as presented to the Commission a year or more ago would probably have resulted in the use of a consultant, but the limited program which is now being presented could be handled by the present Engineering staff.

The Commission then discussed the sidewalk program and where sidewalks should or could be installed. Mayor Aaker said he believed there needed to be a finding or priority set for the construction of new sidewalks. General discussion was held in this regard and a consensus was reached that a priority list should be established to include the following items as factors in discussing sidewalks: traffic, safety, schools, public transportation, and access to park. Mr. Monk indicated that he would revise the sidewalk portion of the street improvements program to reflect the discussion of the

Commission. The Commission then reviewed the minutes from June and July. However, no motion was made to approve the minutes. The minutes will be reviewed again at the next meeting.

Having no further business the meeting was adjourned at 8:29 p.m. The next regular meeting of the Long-Range Planning Commission will be held on September 8, 1987.



**BRUTGER
COMPANIES
INC.**

• ONE SUNWOOD DRIVE • BOX 399 • ST. CLOUD, MINNESOTA 56302 • TEL. 612/252-6262

September 3, 1987

Crystal City Council
Crystal HRA
4141 Douglas Drive
Crystal, Minnesota 55422

RE: Crystal Senior Housing

Dear Ladies & Gentlemen:

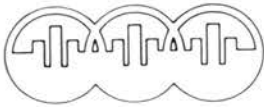
Brutger Companies has entered into a Development Agreement with the City and the HRA regarding the referenced development. We wish to exercise our option to extend the closing date an additional 6 months, which extends the term of our agreement until March 1, 1988. However, we fully anticipate a bond sale and final closing to occur during the first week of October with construction ensuing immediately thereafter.

Sincerely,

BRUTGER COMPANIES, INC.

Steve Wilson
Project Manager

SW/clc



National
League
of
Cities

1301 Pennsylvania Avenue NW
Washington, D.C.
20004
(202) 626-3000

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Executive Director
Alan Beals

August 28, 1987

To: Mayors and Managers of Direct Member Cities
Executive Directors of State Municipal Leagues

From: Alan Beals, Executive Director *Alan Beals*

Subject: Proposed Amendments to National Municipal Policy and
Separate Resolutions, Annual Congress of Cities,
Las Vegas, Nevada, December 12-16, 1987

DUE: MONDAY, OCTOBER 12, 1987

The Policy Committees of the National League of Cities will meet from 9:00 a.m. until 4:30 p.m., Sunday, December 13, 1987 in the Las Vegas Convention Center. NLC's Resolutions Committee will meet at 1:00 p.m., Monday, December 14, also in the Las Vegas Convention Center. **Member cities and state municipal leagues are invited to submit policy proposals for consideration by these committees.**

* * * * *

DEADLINE FOR SUBMISSION

All advance proposals to amend the NLC National Municipal Policy and advance separate resolutions must be submitted to:

Chairman, Resolutions Committee
National League of Cities
1301 Pennsylvania Avenue, N.W.
Washington, D.C. 20004

To assure sponsors full rights to the NLC policy process, and to allow for distribution of advance proposals to NLC's membership, proposals must be received in NLC's office **by the end of business on Monday, October 12, 1987.**

Past Presidents: Tom Bradley, Mayor, Los Angeles, California • Ferd L. Harrison, Mayor, Scotland Neck, North Carolina • William H. Hudnut, III, Mayor, Indianapolis, Indiana • George Latimer, Mayor, St. Paul, Minnesota • Henry W. Maier, Mayor, Milwaukee, Wisconsin • Jessie M. Rattley, Mayor, Newport News, Virginia • John P. Rousakis, Mayor, Savannah, Georgia • Charles Royer, Mayor, Seattle, Washington • George V. Voinovich, Mayor, Cleveland, Ohio • **Directors:** Sidney J. Barthelemy, Mayor, New Orleans, Louisiana • José G. Benavides, Council Member, Sterling Heights, Michigan • Richard L. Berkley, Mayor, Kansas City, Missouri • Maria A. Berriozábal, Councilwoman, San Antonio, Texas • Bob Bolen, Mayor, Fort Worth, Texas • Scott A. Burgess, Executive Director, Alaska Municipal League • Jon C. Burrell, Executive Director, Maryland Municipal League • Mary Davis, Councilmember, Atlanta, Georgia • Eugene Cox Dunwoody, Council President, Macon, Georgia • Stacey A. Garner, Mayor, Pulaski, Tennessee • W. Wilson Goode, Mayor, Philadelphia, Pennsylvania • E. Arthur Gray, Mayor, Port Jervis, New York • Alec Hansen, Executive Director, Montana League of Cities and Towns • Marian Humes, Alderman, Chicago, Illinois • Karen Humphrey, Councilmember, Fresno, California • Steven E. Jeffrey, Executive Director, Vermont League of Cities and Towns • Robert E. Johnson, Executive Director, North Dakota League of Cities • Joseph A. Leafe, Mayor, Norfolk, Virginia • Roland A. Luedtke, Mayor, Lincoln, Nebraska • Charles Lyons, Chairman, Board of Selectmen, Arlington, Massachusetts • Arthur E. Morris, Mayor, Lancaster, Pennsylvania • Bob Overstreet, Councilmember, Everett, Washington • Grace Petersen, Mayor, Pierre, South Dakota • Joy Picus, Council Member, Los Angeles, California • Dana G. Rinehart, Mayor, Columbus, Ohio • Steven C. Roberts, Alderman, St. Louis, Missouri • Joseph A. Sweat, Executive Director, Tennessee Municipal League • Dan D. Theobald, Mayor, Shelbyville, Indiana • James Weatherby, Executive Director, Association of Idaho Cities • Douglas S. Wright, Mayor, Topeka, Kansas

FORM OF SUBMISSION

National Municipal Policy for 1987, copies of which have been previously furnished to all member cities and state leagues, is the comprehensive policy statement of the National League of Cities. It is subject to amendment at each annual business meeting of NLC. **Proposed changes to the 1987 National Municipal Policy should be submitted in the form specified on the attached insert.**

Separate resolutions are short term expressions of the membership of the National League of Cities, typically endorsing or opposing specific Congressional bills or current Presidential positions. They do not become part of the continuing National Municipal Policy document but are transmitted to appropriate federal officials immediately following the annual meeting. Such resolutions automatically die at the end of the calendar year following the Congress of Cities at which they were passed. **The format to be followed for each resolution submitted is specified on the reverse side of the attached insert.**

Each policy amendment or resolution should be accompanied by a one-page explanation which describes the nature of the problem or concern from the municipal perspective and discusses the proposed action which should be taken to address the problem. The one-page explanation will be distributed along with the proposed amendments or resolutions to all Policy Committee members. **A blank form is enclosed, feel free to xerox as many copies as necessary.**

Questions on the form or germaneness of policy proposals or separate resolutions will be referred to a subcommittee of NLC's Advisory Council, appointed for that purpose by the NLC President, for recommendation to NLC's Resolutions Committee. The criteria used by the subcommittee in making their recommendations appear below under the subtitle "Guidelines for Preparation of Policy Proposals."

PROCEDURES FOR CONSIDERATION OF ADVANCE SUBMISSIONS

All proposals received in NLC's offices before the end of business on Monday, October 12, 1987 will be assigned to a policy committee for consideration when the committees meet on Sunday, December 12th in Las Vegas. Members submitting proposals will be notified of the committee to which their proposal is referred and the time and place of the committee meeting. **Sponsors of proposals or their representatives will be expected to appear before the full committee to present and discuss their proposal.**

If the policy committee **accepts** the proposal, it will be submitted to the Resolutions Committee by the policy committee chairperson as part of his or her committee report.

If the policy committee **rejects** the proposal, the fact that the proposal was received by Monday, October 12 and was distributed to members in advance permits the sponsor to appeal the policy committee action to the Resolutions Committee during their meeting on Monday, December 14.

PROCEDURE FOR CONSIDERATION OF PROPOSALS NOT SUBMITTED BY MONDAY, OCTOBER 12

A member of a policy committee may offer amendments to National Municipal Policy within his committee's jurisdiction or related separate resolutions during the policy committee meeting on Sunday, December 13.

Policy Committees are composed of from three to seven members from each state nominated by the state municipal league. Member cities and state leagues are urged to work with their state committee delegation if they are unable to submit their proposal prior to the Monday, October 12 deadline.

The Resolutions Committee will consider only policy committee reports, proposals from member cities and state municipal leagues received in NLC's offices by Monday, October 12, and recommendations of individual Resolutions Committee members.

ANNUAL BUSINESS MEETING

Any certified voting delegate of a member city or state league may offer a National Municipal Policy amendment or a separate resolution for consideration at the Annual Business Meeting on Wednesday, December 16, 1987. However, any proposals not submitted to the voting delegates by the Resolutions Committee or the Board of Directors must be by petition presented to the presiding officer of the Annual Business Meeting **no later than 1/2 hour prior to the meeting's Call to Order.** To be accepted for floor consideration at the Annual Business Meeting, such a petition must receive a majority vote of all certified voting delegates present and voting.

All proposals to amend National Municipal Policy and all separate resolutions, however submitted, require a 2/3 vote of delegates present and voting for passage.

* * * * *

GUIDELINES FOR PREPARATION OF POLICY PROPOSALS

NLC's Board of Directors has adopted the following guidelines for policy proposals to be considered for adoption at the Congress of Cities:

1. Whether acted upon as amendments to National Municipal Policy or separate resolutions, policy proposals
 - a. shall--in their subject matter--concern shared policy and program needs, issues or problems of the nation's municipal governments;
 - b. shall be concerned with federal government policy, and therefore, be addressed to federal government policy-makers;
 - c. shall neither contradict nor duplicate existing NLC policy statements, except where they are intended to amend or repeal such policy;
 - d. shall not compromise the independence or integrity of individual member cities to pursue any course of action adopted by appropriate municipal policy-making bodies; and
 - e. shall not compromise the budget-making, program determining or priority setting role of the NLC Board.
2. As basic, continuing organizational policy positions, proposed amendments to National Municipal Policy should specify city positions on federal roles and responsibilities, policy goals, purposes, principles and/or program characteristics within the broad subject areas covered by existing policy or authorized by Board action. They should not refer to proposed Congressional legislation by title, sponsor's name or bill number.
3. Non-continuing separate resolutions should be restricted to those action-specific items of short term utility addressed to the Congress or the President. In separate resolutions, specific reference to proposed legislation by title, sponsor's name or bill number is appropriate.
4. Separate resolutions shall be considered only when they do not conflict with or contradict existing National Municipal Policy.

* * * * *

Further information regarding the NLC policy process may be secured prior to the Congress of Cities from:

Barbara Harsha, Director
Policy Development
National League of Cities
1301 Pennsylvania Avenue, N.W.
Washington, D.C. 20004
(202) 626-3030

(Sample Resolution)

PROPOSED RESOLUTION

OCEAN DISPOSAL OF NUCLEAR WASTES

WHEREAS, the United States Navy has a proposal to dispose of up to 100 defueled decommissioned nuclear submarines during the next three decades; and

WHEREAS, one of the options is for ocean disposal of these submarines; and

WHEREAS, the oceans are a food source for much of the world's population, and contamination of the food chain could have far reaching implications;

NOW, THEREFORE, BE IT RESOLVED the National League of Cities should support the 1972 ban on all ocean dumping of nuclear wastes until it can be demonstrated that the safety and efficiency of ocean disposal offers less harm to human health and the environment than other practical alternative methods of disposal.

Typing Instructions

- Margins should be one inch on all sides.
- Courier 12 typing element.
- Under the words "Proposed Resolution", type title.
- Make sure to type in the resolution's sponsor (individual, city or state municipal league).

Submitted by: Colorado Municipal League

Date Received: (LEAVE BLANK)

Referred to: (LEAVE BLANK)

Energy, Environment & Natural Resources



2.04 SOLID WASTE AND HAZARDOUS WASTE

B. Hazardous Wastes and Materials Management

3. Policies

m. Smaller Generator Exemption

~~(EPA should attempt to determine what quantity of hazardous waste is currently exempted from RCRA regulation and whether currently exempted generators are properly disposing of their wastes.)~~



words to be deleted:
strike thru text and
enclose in parenthesis

Congress should enact legislation which would substantially reduce the existing exemption for small generators of hazardous waste from the current level of 1000 kilograms of waste per month. EPA should develop and promulgate regulations governing the hazardous waste management practices of small generators as soon after enactment as possible.



words to be added:
underline text

EPA should provide technical assistance to states and local governments considering regulating federally exempted hazardous waste generators.



text to remain
unchanged

1987 CONGRESS OF CITIES
LAS VEGAS, NEVADA

EXPLANATION OF PROPOSED POLICY
AMENDMENT /RESOLUTION

Title of Resolution or Amendment: _____

Submitted by: _____ Date: _____

Contact: _____ Title: _____

***** PLEASE TYPE *****

C R Y S T A L C I T Y S P E C I A L

The Crystal City Special will be aired on Cable Channel 10 Sunday, September 13, at 7:00 p.m.

It will also be played on our city channel 7 at 10:00 a.m. and 3:00 p.m. on Monday, September 14.

The subject is recycling and organized refuse collection. People appearing on the program are Crystal's Julie Jones, Recycling Coordinator; Pauline Langsdorf, City Councilmember; Chuck Kutter, President MRI; Erin Ford, Goodwill/Easter Seals Inc., and Dan Huschke, former Hennepin County Recycling Coordinator.

CITY OF CRYSTAL

NOTICE OF ASSESSMENT HEARING

OCTOBER 6, 1987

NOTICE IS HEREBY GIVEN that the City Council of the City of Crystal, MN, will meet in the Council Chambers at the Crystal City Hall, 4141 Douglas Drive, on Tuesday, October 6, 1987, at 7:00 p.m., or as soon thereafter as the matter may be heard, to consider the assessments to be levied against those properties benefited by the following improvements:

CURB & GUTTER IMPROVEMENT NO. 6488 (64-B)

Douglas Drive - 27th Ave. to 41st Ave.

SIDEWALK IMPROVEMENT NO. 6488 (64-B)

Douglas Drive - 27th Ave. to 41st Ave.

SEALCOAT IMPROVEMENT NO. 8788 (87-1)

Brentwood Ave.	- Hampshire Ave. to Elmhurst Ave.
Cloverdale Ave.	- West Broadway to Elmhurst Ave.
Douglas Drive	- West Broadway to 55th Ave.
Douglas Drive	- 60th Ave. to 61st Ave.
Dudley Ave.	- West Broadway to Elmhurst Ave.
Edgewood Ave.	- 52nd Ave. to dead-end at West Broadway
Elmhurst Ave.	- 56th Ave. to 60th Ave.
Florida Ave.	- 52nd Ave. to 53rd Ave.
Florida Ave.	- Lombardy Lane to 62nd Ave.
Georgia Ave.	- 52nd Ave. to 210' N. of 54th Ave.
Hampshire Ave.	- 52nd Ave. to 210' N. of 54th Ave.
Hampshire Ave.	- 56th Ave. to 62nd Ave.
Hanson Court	- West Broadway to West Broadway
Idaho Ave.	- 52nd Ave. to 54th Ave.
Jersey Ave.	- 52nd Ave. to 54th Ave.
Jersey Ave.	- 58th Ave. to 120' N. of 61st Ave.
Kentucky Ave.	- 52nd Ave. to 54th Ave.
Kentucky Ave.	- 59th Ave. to 170' N. of Lombardy Lane
Lombardy Lane	- Louisiana Ave. to Hampshire Ave.
Lombardy Lane	- Lakeland Ave. to Douglas Drive
Louisiana Ave.	- 52nd Ave. to 56th Ave.
Louisiana Ave.	- Lombardy Lane to 62nd Ave.
Maryland Ave.	- 54th Ave. to 56th Ave.
Maryland Ave.	- 56th Ave. to 58th Ave.
Nevada Ave.	- 56th Ave. to 58th Ave.
Oregon Ave.	- 59th Ave. to 59th Place
Pennsylvania Ave.	- 56th Ave. to 58th Ave.
Pennsylvania Ave.	- 58th Ave. to 59th Ave.
Quebec Ave.	- 58th Ave. to 155' N. of 59th Place
Rhode Island Ave.	- 56th Ave. to 58th Ave.
Rhode Island Ave.	- 58th Place to Quebec Ave.
Sherburne Ave.	- 55th Ave. to 56th Ave.
Shirley Place	- Oregon Ave. to cul-de-sac
Sumter Ave.	- 56th Ave. to 58th Ave.
52nd Ave.	- Douglas Drive to W. City limits
53rd Ave.	- Douglas Drive to W. City limits
54th Ave.	- Maryland Ave. to West Broadway
55th Ave.	- West Broadway to Douglas Drive
57th Ave.	- Hampshire Ave. to Elmhurst Ave.
58th Ave.	- Nevada Ave. to West Broadway
58th Ave.	- West Broadway to Elmhurst Ave.
58th Place	- Rhode Island Ave. to Quebec Ave.
59th Ave.	- Winnetka Ave. to Rhode Island Ave.
59th Ave.	- West Broadway to Elmhurst Ave.
59th Place	- Quebec Ave. to Shirley Place
60th Ave.	- West Broadway to Elmhurst Ave.
60th Ave.	- Lakeland Ave. to Douglas Drive
61st Ave.	- Jersey Ave. to Hampshire Ave.
61st Ave.	- Florida Ave. to Douglas Drive
62nd Ave.	- Lakeland Ave. to Douglas Drive
Alley	- Hampshire Ave. to Elmhurst Ave., between 56th Ave. & Brentwood Ave.

ALLEY IMPROVEMENT NO. 8788 (87-2)

Alley between Welcome & Xenia Avenues - 44th to 46th Avenues

CURB & GUTTER IMPROVEMENT NO. 8788 (87-3)

Yates Ave. - between 56th & 57th Avenues

SIDEWALK REPAIR IMPROVEMENT NO. 8788 (87-5)

4700 Edgewood Ave.	4737 Yates Ave.
4701 Edgewood Ave.	4755 Yates Ave.
4700 Florida Ave.	4800 Yates Ave.
5701 Kentucky Ave.	4808 Yates Ave.
5101 Lakeland Ave.	4813 Yates Ave.
5901 Rhode Island Ave.	4814 Yates Ave.
5909 Rhode Island Ave.	4820 Yates Ave.
5917 Rhode Island Ave.	4821 Yates Ave.
5949 Rhode Island Ave.	4829 Yates Ave.
5000 West Broadway	4833 Yates Ave.
5500 West Broadway	4838 Yates Ave.
5629 West Broadway	4843 Yates Ave.
5715 West Broadway	4849 Yates Ave.
4807 Xenia Ave.	4700 Zane Ave.
4812 Xenia Ave.	4706 Zane Ave.
4819 Xenia Ave.	4736 Zane Ave.
4824 Xenia Ave.	4748 Zane Ave.
4825 Xenia Ave.	4812 Zane Ave.
4843 Xenia Ave.	6520 47th Ave.
4855 Xenia Ave.	7000 57th Ave.

DISEASED TREE REMOVAL NO. 8788

3001 Brunswick Ave.	4243 Welcome Ave.
6720 Cloverdale Ave.	6511 34th Ave.
2955 Colorado Ave.	6517 47th Ave.
30th & Douglas Dr. (#21-118-21-32-0012)	6617 58th Ave.
4724 Hampshire Ave.	
3432 Kyle Ave.	
3540 Welcome Ave.	

WEED CUTTING NO. 8788

3200 Adair Ave.	5608 Regent Ave.
4500 Adair Ave.	3449 Welcome Ave.
3200 Brunswick Ave.	4366 Zane Ave.
2731 Douglas Dr.	6624 50th Ave.
5756 Orchard Ave.	6918 56th Ave.
4732 Perry Ave.	

DELINQUENT SEWER & WATER UTILITY CHARGES
& STREET LIGHTING NO. 8788

All delinquent sanitary sewer, water, street lighting and weed cutting charges will be assessed directly against the property that received the service. The balance of the projects shall have benefit assessed to properties abutting the street sections listed above.

Assessments to be levied for the above listed projects total \$440,044.96. The proposed assessment roll is now on file in the office of the City Clerk and open to inspection by all parties interested.

For a period of thirty 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 7½% per annum on the entire assessment from the date of the resolution

levying said assessment to December 31, 1988, and each subsequent installment shall be paid with one year's interest at said rate on all unpaid installments.

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

Curb & Gutter Improvement No. 6488	10 years
Sidewalk Improvement No. 6488	10 years
Sidewalk Improvement No. 6488 (R-1, R-2 Districts)	1 year
Sealcoat Improvement No. 8788	2 years
Alley Improvement No. 8788	5 years
Curb & Gutter Improvement No. 8788	10 years
Sidewalk Repair Improvement No. 8788	5 years
Diseased Tree Removal No. 8788	5 years
Delinquent Weed Cutting No. 8788	1 year
Delinquent Sewer & Water Utility Charges & Street Lighting No. 8788	1 year

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
Darlene George, City Clerk

(Published in The North Hennepin Post September 17, 1987)

LeFevere
Lefler
Kennedy
O'Brien &
Drawz

a Professional
Association

2000 First Bank Place West
Minneapolis
Minnesota 55402

Telephone (612) 333-0543
Telecopier (612) 333-0540

Clayton L. LeFevere
Herbert P. Lefler
J. Dennis O'Brien
John E. Drawz
David J. Kennedy
Joseph E. Hamilton
John B. Dean
Glenn E. Purdue
Richard J. Schieffer
Charles L. LeFevere
Herbert P. Lefler III
James J. Thomson, Jr.
Thomas R. Galt
Dayle Nolan
John G. Kressel
Steven B. Schmidt
James M. Strommen
Ronald H. Batty
William P. Jordan
William R. Skallerud
Rodney D. Anderson
Corrine A. Heine
David D. Beaudoin
Paul E. Rasmussen
Steven M. Tallen
Mary Frances Skala
Christopher J. Harristhal
Timothy J. Pawlenty
Rolf A. Sponheim
Julie A. Bergh

September 10, 1987

Mr. John Olson
Acting City Manager
City of Crystal
4141 Douglas Drive North
Crystal, Minnesota 55422

Re: Solicitor Licenses

Dear John:

At its last meeting the Council asked about the application of the City Code requirements for solicitor's licenses to two specific cases: Doyle's junior bowlers and the Cooper girls' swim team. The two organizations had applied for and were granted permits under Subsection 1160.17 of the City Code (copy attached). That subsection exempts solicitations by any person for "charitable, religious, patriotic or philanthropic purposes" from the application, bonding and fee provisions of Section 1160 regulating peddlers, solicitors and transient merchants.

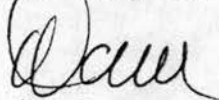
I think the procedure followed by the Clerk and police department in those two cases was correct. The Council appears to want to consider some further exemption for either all organizations of the nature described in Subsection 1160.17 or for organizations similar to the two applicants. There is no reason why either of these things can't be done but the problem, even under the present code language, is one of definition. I suppose it's easy enough to decide administratively whether an organization (i) is or (ii) is not charitable, philanthropic, religious or patriotic in nature, but it might be quite difficult to define an organization that is not described as either (i) or (ii). Perhaps a classification such as "organized for the purpose of promoting athletic events for elementary and secondary high school students" might work. But the Council should keep in mind that the genesis for the present regulations was an influx of youths selling candy door to door for some rather ill-defined purpose. The present rules do not seem onerous and at least allow the staff

Mr. John Olson
September 10, 1987
Page 2

and Council to do some minimum of investigation of the purposes for which the solicitations are made.

Perhaps the Council will have some further direction for us at the September 15th Council meeting.

Yours very truly,

A handwritten signature in dark ink, appearing to read "Daw", written over the closing "Yours very truly,".

David J. Kennedy

DJK:caw

Nancy Deno

COUNCIL AGENDA

September 22, 1987

Pursuant to due call and notice thereof, a Special Meeting of the Crystal City Council was held on September 22, 1987, at 7:00 P.M., at 4141 Douglas Drive, Crystal, Minnesota. The Secretary of the Council called the roll and the following were present:

8:07 Langsdorf

✓ Rygg

 Moravec

✓ Smothers

✓ Aaker

✓ Leppa

✓ Herbes

✓ Olson

 Kennedy

✓ Monk

 Peterson

✓ Deno

 George

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

The City Council discussed the 1988 City of Crystal Budget and the 1988 Revenue Sharing Budget.

*Bjorn
Johnson*

*Quady
Benker*

*Heenan
Brandeen*

Mossey

Leppa Moved by Councilmember H and seconded by Councilmember
to adjourn the meeting.

Motion Carried.

Meeting adjourned at 11:08 P.M.

Sent out with preliminary agenda on 9/18/87

Summary of Revenues as of August 1987.

Report on the status of the PIR Fund.

Copies of Requests For Additional Personnel which were cut from budget (Health, Park & Rec., Police, Building).

Memo from Admin. Asst. dated 9/18/87 re: Thorson Budget - 1988 Projection for Half Year.

Memo from Admin. Asst. dated 9/18/87 re: Thorson Budget Estimate - 1988 Budget (January 1, 1988 through December 31, 1988).

Distributed at meeting on September 22, 1987

Memo from Mayor dated 9/22/87 sharing his thoughts with the Councilmembers re: 1988 Budget, along with a report on the 1988 Fund #72 - Equipment Reserve and an article re: Lease-Purchasing Real Estate.

Memo from City Engineer dated 9/22/87 re: Utility Funds and Rates.

Memo from Finance Director dated 9/22/87 re: Balances in Debt Service Funds.

Stallene

September 18, 1987

TO: City of Crystal Mayor and Councilmembers
FROM: John A. Olson, Acting City Manager
RE: Special City Council Meeting
September 22, 1987.

This is a reminder of the Special Meeting to discuss the 1988 Proposed City Budget on Tuesday, September 22, 1987 at 7:00 P.M. We will be meeting in the Community Room and all major department heads will be present to answer questions.

As of yet, I have not received any questions regarding the budget and if you have some that require detailed answers, please get them to me before the meeting.

Enclosed with this notice is a Revenue and Expenditures Report, a report on the status of the PIR Fund, and copies of the Requests For Additional Personnel which were cut from the budget.

We will be prepared to answer questions Tuesday night. Have a good weekend and we'll see you Tuesday.

P.S.

Attached are the budget revisions you requested concerning Thorson. One is assuming Thorson will close June 30, 1988 and the second is for January through December 31, 1988.

10-Sep-87 DATE

CITY OF CRYSTAL
C.ROBBESUMMARY OF REVENUES AS OF AUGUST 1987
NORMAL PERCENT=

66.67%

GENERAL FUND 01

ESTIMATED
REVENUEPRIOR MONTH
YEAR TO DATERECEIPTS
CURRENT MORECEIPTS
YEAR TO DATEPERCENTAGE
RECEIVED

ACCT #

TAXES

3011	Current Ad Valorem Taxes	\$2,014,262.00	\$1,009,548.39	\$0.00	\$1,009,548.39	50.1%
3012	Delinq Ad Valorem Taxes	\$0.00	\$10,886.90	\$0.00	\$10,886.90	
3013	Penalties & Interest	\$7,000.00	\$6,688.47	\$0.00	\$6,688.47	95.5%
3014	Forfeited Tax Sale	\$0.00	\$802.04	\$0.00	\$802.04	
3015	Prepaid Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	
	Sub Total	\$2,021,262.00	\$1,027,925.80	\$0.00	\$1,027,925.80	50.9%

LICENSES & PERMITS

3111	Liquor License On Sale 06/30	\$49,500.00	\$29,745.00	\$0.00	\$29,745.00	60.1%
3112	Liquor Licenses Off Sale 06/30	\$1,600.00	\$1,936.00	\$0.00	\$1,936.00	121.0%
3113	Beer & Tavern Licenses 06/30	\$7,000.00	\$4,380.00	\$0.00	\$4,380.00	62.6%
3114	Club Licenses 06/30	\$2,600.00	\$1,808.50	\$0.00	\$1,808.50	69.6%
3115	Garbage & Refuse License 06/30	\$1,600.00	\$1,584.00	\$0.00	\$1,584.00	99.0%
3116	Taxi Cab Licenses	\$370.00	\$75.00	\$0.00	\$75.00	20.3%
3117	Music Box-Misc Amusements	\$13,000.00	\$418.00	\$0.00	\$418.00	3.2%
3118	Food Handling Licenses	\$12,500.00	\$2,952.88	\$176.00	\$3,128.88	25.0%
3119	Gas Pump & Station Licenses	\$2,100.00	\$290.00	\$0.00	\$290.00	13.8%
3121	Bowling Alley Licenses	\$580.00	\$0.00	\$0.00	\$0.00	0.0%
3123	Cigarette Licenses	\$1,000.00	\$84.00	\$0.00	\$84.00	8.4%
3124	Misc Licenses	\$1,000.00	\$831.75	\$0.00	\$831.75	83.2%
3125	Billboard-Sign Hangers License	\$1,000.00	\$792.00	\$66.00	\$858.00	85.8%
3126	Plumbing-Gas Licenses & Cards	\$4,800.00	\$2,736.25	\$221.75	\$2,958.00	61.6%
3127	Sign Licenses 05/15	\$9,500.00	\$9,517.90	\$66.00	\$9,583.90	100.9%
3128	Tree Trim Licenses	\$600.00	\$440.00	\$0.00	\$440.00	73.3%
3150	Dog Licenses & Impound Fees	\$8,000.00	\$3,907.25	\$431.50	\$4,338.75	54.2%
3151	Building Permits	\$55,000.00	\$33,869.67	\$4,263.43	\$38,133.10	69.3%
3153	Plumbing Permits	\$4,500.00	\$2,110.80	\$117.25	\$2,228.05	49.5%
3154	Sewer Permits	\$600.00	\$192.75	\$30.00	\$222.75	37.1%
3155	Water Permits	\$700.00	\$355.00	\$15.00	\$370.00	52.9%
3157	Driveway Permits	\$700.00	\$255.00	\$105.00	\$360.00	51.4%
3158	Street Excavation Permits	\$3,000.00	\$24.50	\$203.50	\$228.00	7.6%
3159	Misc Permits	\$0.00	(\$2,920.00)	\$0.00	(\$2,920.00)	
3161	Gas Permits	\$4,000.00	\$1,597.00	\$182.75	\$1,779.75	44.5%
3162	Burglar Alarm Permits 05/15	\$1,500.00	\$924.00	\$0.00	\$924.00	61.6%
3163	Mechanical Permits	\$8,000.00	\$5,176.25	\$745.78	\$5,922.03	74.0%
3164	Sign Permits	\$2,800.00	\$1,439.27	\$277.30	\$1,716.57	61.3%
3165	Parking Permits	\$0.00	\$0.00	\$0.00	\$0.00	
3166	Restaurant Hoods	\$800.00	\$850.00	\$125.00	\$975.00	121.9%
	Sub Total	\$198,350.00	\$105,372.77	\$7,026.26	\$112,399.03	56.7%

10-Sep-87 DATE

	ESTIMATED REVENUE	PRIOR MONTH YEAR TO DATE	RECEIPTS CURRENT MO	RECEIPTS YEAR TO DATE	PERCENTAGE RECEIVED
STATE SHARED TAXES					
3350 Local Government Aid	\$1,633,094.00	\$815,491.00	\$0.00	\$815,491.00	49.9%
3351 State Aid Streets	\$50,000.00	\$20,270.80	\$0.00	\$20,270.80	40.5%
3352 Machinery Tax Replacements	\$0.00	\$0.00	\$0.00	\$0.00	
Sub Total	\$1,683,094.00	\$835,761.80	\$0.00	\$835,761.80	49.7%
OTHER SERVICES					
3500 Misc Receipts	\$8,000.00	\$3,641.35	\$1,224.95	\$4,866.30	60.8%
3501 NWSCC and CAC	\$5,000.00	\$11,823.45	\$325.11	\$12,148.56	243.0%
3503 Bicycle License		\$291.00	(\$5.00)	\$286.00	
3511 Spec Rezoning App Charge	\$4,500.00	\$3,750.00	\$450.00	\$4,200.00	93.3%
3512 Sale of Maps-Documents etc	\$200.00	\$111.62	\$8.50	\$120.12	60.1%
3513 Engineering & Clerical Fees	\$60,000.00	\$0.00	\$0.00	\$0.00	0.0%
3514 Weed Cutting Charges	\$1,500.00	\$430.00	\$0.00	\$430.00	28.7%
3515 Filing Fees	\$0.00	\$0.00	\$0.00	\$0.00	
3516 License Investigations	\$1,000.00	\$200.00	\$0.00	\$200.00	20.0%
3517 Jail & Breathalyzer Tests	\$800.00	\$3,080.00	\$0.00	\$3,080.00	385.0%
3568 Accident Reports	\$1,000.00	\$928.95	\$139.00	\$1,067.95	106.8%
3569 Special Assessment Searches	\$4,600.00	\$6,724.50	\$495.00	\$7,219.50	156.9%
3570 Sanitarian Costs & Reimburse	\$97,320.00	\$86,460.91	\$0.00	\$86,460.91	88.8%
3580 Recreation Program Receipts	\$102,400.00	\$66,083.73	\$3,227.32	\$69,311.05	67.7%
3581 Crystal Facilities Used	\$200.00	\$0.00	\$25.00	\$25.00	12.5%
3582 Non-Budget Account	\$0.00	\$148.92	\$1,000.00	\$1,148.92	
3586 Water Tests	\$0.00	\$713.00	(\$873.00)	(\$160.00)	
3587 Swimming Pool Receipts	\$33,800.00	\$40,630.67	\$4,298.36	\$44,929.03	132.9%
3590 Refunds & Reimbursements	\$71,500.00	\$5,791.00	\$0.00	\$5,791.00	8.1%
3591 Insurance Refunds	\$0.00	\$10,188.00	\$0.00	\$10,188.00	
3592 Misc Land & Equip Sales	\$25,000.00	\$4,908.00	\$12,920.95	\$17,828.95	71.3%
3593 Misc Transfers	\$0.00	\$0.00	\$0.00	\$0.00	
3594 Building Sub-Rental	\$1,000.00	\$30.00	\$0.00	\$30.00	3.0%
3595 Waste Oil Revenues	\$800.00	\$269.67	\$5,068.60	\$5,338.27	667.3%
3599 Interest Earned	\$160,000.00	\$0.00	\$0.00	\$0.00	0.0%
3610 Court Fines	\$230,000.00	\$122,250.38	\$18,809.50	\$141,059.88	61.3%
3630 Forfeited Bail	\$0.00	\$4,385.00	\$550.00	\$4,935.00	
Previous Yr Fund Balance	\$790,000.00	\$790,000.00		\$790,000.00	
Sub Total	\$1,598,620.00	\$1,162,840.15	\$47,664.29	\$1,210,504.44	75.7%
TOTAL	\$5,501,326.00	\$1,929,693.14	\$54,690.55	\$3,186,591.07	57.9%

10-Sep-87 DATE

FUND #83 THORSON SCHOOL	ESTIMATED REVENUE	PRIOR MONTH YEAR TO DATE	RECEIPTS CURRENT MO	RECEIPTS YEAR TO DATE	PERCENTAGE RECEIVED
3500 Miscellaneous Receipts	\$0.00	\$0.00		\$0.00	
3580 Recreation Program Receipts	\$21,235.00	\$11,209.35	\$1,787.00	\$12,996.35	61.2%
3582 Non-Budget Activities	\$0.00	(\$1,000.00)	\$0.00	(\$1,000.00)	
3770 Office Rental	\$101,619.00	\$67,823.92	\$14,749.94	\$82,573.86	81.3%
3771 Gym Rental	\$6,000.00	\$4,351.50	\$30.00	\$4,381.50	73.0%
3772 Donations		\$2,000.00	\$0.00	\$2,000.00	
TOTAL	\$128,854.00	\$84,384.77	\$16,566.94	\$100,951.71	78.3%
FUND #81 UTILITY FUND					
3500 Miscellaneous Receipts					
3599 Interest Earned	\$22,000.00				
3739 Misc Income-Water	\$4,000.00	\$1,589.52	\$170.96	\$1,760.48	44.0%
3740 Water Sales	\$740,000.00	\$420,586.32	\$103,656.42	\$524,242.74	70.8%
3741 Penalties Earned-Water	\$13,000.00	\$8,198.31	\$1,437.91	\$9,636.22	74.1%
3742 Sales of Meters-Horns	\$7,000.00	\$1,772.60	\$57.80	\$1,830.40	26.1%
3743 Joint Water Comm Reimb	\$10,000.00	\$7,834.34	\$0.00	\$7,834.34	78.3%
3744 Metro Waste Reimburse	\$7,000.00	\$0.00	\$0.00	\$0.00	0.0%
3759 Misc Income-Sewer	\$4,000.00	\$904.54	\$0.00	\$904.54	22.6%
3760 Sewer Service Revenue	\$872,000.00	\$423,988.10	\$88,907.08	\$512,895.18	58.8%
3761 Penalties Earned-Sewer	\$16,000.00	\$9,505.33	\$945.20	\$10,450.53	65.3%
TOTAL	\$1,695,000.00	\$874,379.06	\$195,175.37	\$1,069,554.43	63.1%
FUND #82 STREET LIGHTING					
3764 Street Lighting Revenue	\$101,099.00	\$50,116.97	\$10,237.55	\$60,354.52	59.7%
3765 Penalties Earned	\$2,000.00	\$1,099.34	\$130.72	\$1,230.06	61.5%
TOTAL	\$103,099.00	\$51,216.31	\$10,368.27	\$61,584.58	59.7%

10-Sep-87 DATE

CITY OF CRYSTAL
1987 EXPENDITURE REPORT AUGUST 1987
C.ROBBE

NORMAL %= 66.67%

DEPARTMENT	#	BUDGET AMOUNT	PRIOR MONTH YTD EXPENSES	ENCUMBERANCES	CURRENT EXPENDITURES	TOTAL EXPENSES	RATIO	UNENCUMBERED BALANCE
Mayor & Council	10	\$91,100.00	\$60,131.51	\$200.00	\$4,806.77	\$64,938.28	71.5%	\$25,961.72
Administration	11	\$506,674.00	\$261,613.36	\$531.35	\$30,773.93	\$292,387.29	57.8%	\$213,755.36
Assessing	12	\$103,321.00	\$57,208.27		\$12,356.25	\$69,564.52	67.3%	\$33,756.48
Finance	13	\$117,756.00	\$61,167.80	\$575.60	\$8,928.82	\$70,096.62	60.0%	\$47,083.78
City Buildings	14	\$178,025.00	\$82,968.77	\$2,412.00	\$11,914.02	\$94,882.79	54.7%	\$80,730.21
Police	15	\$1,364,378.00	\$738,627.20	\$5,525.87	\$98,983.83	\$837,611.03	61.8%	\$521,241.10
Fire	16	\$161,647.00	\$66,620.88	\$2,089.50	\$6,336.92	\$72,957.80	46.4%	\$86,599.70
Planning & Inspection	17	\$105,290.00	\$57,658.73	\$1,332.50	\$6,553.97	\$64,212.70	62.3%	\$39,744.80
Civil Defense	18	\$73,648.00	\$37,968.81	\$90.00	\$2,355.25	\$40,324.06	54.9%	\$33,233.94
Engineering	19	\$193,345.00	\$102,258.78	\$11.96	\$15,648.59	\$117,907.37	61.0%	\$75,425.67
Street	20	\$486,608.00	\$214,754.51	\$1,734.49	\$50,152.05	\$264,906.56	54.8%	\$219,966.95
Park Maintenance	21	\$387,464.00	\$208,694.84	\$2,558.82	\$32,309.90	\$241,004.74	62.9%	\$143,900.44
Weed Control	22	\$4,895.00	\$1,789.42		\$1,133.07	\$2,922.49	59.7%	\$1,972.51
Recreation	25	\$372,804.00	\$225,407.47	\$1,723.94	\$34,111.98	\$259,519.45	70.1%	\$111,560.61
Health	26	\$146,919.00	\$75,513.90	\$53.17	\$10,450.71	\$85,964.61	58.5%	\$60,901.22
Civil Service	27	\$18,500.00	\$12,193.66	\$150.00	\$600.00	\$12,793.66	70.0%	\$5,556.34
Legal	28	\$100,000.00	\$44,796.19		\$8,214.86	\$53,011.05	53.0%	\$46,988.95
Elections	29	\$13,225.00	\$362.71		-67.95	\$294.76	2.2%	\$12,930.24
Misc Commissions	30	\$1,200.00	\$222.30		\$25.00	\$247.30	20.6%	\$952.70
Swimming Pool	31	\$71,434.00	\$34,725.14		\$16,515.68	\$51,240.82	71.7%	\$20,193.18
Non-Departmental	32	\$951,633.00	\$391,954.22	\$395.00	\$99,715.30	\$491,669.52	51.7%	\$459,568.48
Tree Disease	34	\$54,060.00	\$13,946.98		\$4,765.53	\$18,712.51	34.6%	\$35,347.49
TOTALS		\$5,503,926.00	\$1,906,051.68	\$19,384.20	\$456,584.48	\$3,207,169.93	58.6%	\$2,277,371.87
Thorson-Fund #83		\$430,967.00	\$67,575.77	\$1,019.78	\$5,902.18	\$73,477.95	17.3%	\$356,469.27
Utility Fund-#81								
Water	23	\$741,317.00	\$390,861.75	\$4,208.26	\$12,890.76	\$403,752.51	55.0%	\$333,356.23
Sewer	24	\$861,967.00	\$536,010.99	\$619.41	\$69,833.48	\$605,844.47	70.4%	\$255,503.12
TOTALS		\$1,603,284.00	\$573,573.22	\$4,827.67	\$82,724.24	\$1,009,596.98	63.3%	\$588,859.35

CITY OF CRYSTAL
FIR PART A (FUND 49)

PERMANENT IMPROVEMENT ACCOUNT

Cash Balance January 1, 1987

\$600,000.00

Estimated Receipts - 1987

Interest on Investments

\$55,000.00

Specials, Current, Delinquent
and Prepaid

\$420,000.00

TOTAL

\$475,000.00

Estimated Disbursements - 1987

Certified Water & Sewer

\$85,000.00

#87 Sealcoat

\$192,162.00

#87 Sidewalk C&G Repair

\$9,310.00

#87 C&G 56th - 57th & Yates

\$17,860.00

#87 Alley Welcome to Xenia

\$35,677.00

#64 Douglas Dr 27th - 41st

\$225,098.00

Diseased Tree

\$3,159.00

\$568,266.00

Est Balance September 1, 1987

\$506,734.00

CITY OF CRYSTAL
PIR PART B (FUND 50)

PERMANENT IMPROVEMENT ACCOUNT

Cash Balance January 1, 1987

\$1,000,000.00

Estimated Revenue - 1987

Thorson Surcharge

\$12,000.00

TOTAL

\$12,000.00

Disbursements

Expenses #459 & #465

\$3,141.00

Expenses #470 (Cemetery Prop)

\$255,386.48

1987 Appropriations:

#474 Henn Cty 10 & 169

\$189,000.00

#475 Comm Ctr Air Cond

\$5,000.00

#476 Drug Task Force

\$10,000.00

Five Yr Park Program

#477 Yunkers Park

\$13,000.00

#478 North Lions Park

\$2,000.00

#479 Space Needs Study

\$16,500.00

Bass Lk Rd Redevelopment (TIF)

\$419,800.00

Interest Write Down (TIF)

\$240,000.00

\$1,153,827.48

Est Balance September 1, 1987

(\$141,827.48)**
=====

** #474 Estimated Amt for 10 & 169 has not yet been transferred

Note: Not shown in calculations is the estimated amount
of \$266183.00, due from PIR for the Oct 1987 Bond Sale

18-Sep-87 date

CITY OF CRYSTAL
PIR PART C (Fund 51)

Part C - Surplus

Cash Balance January 1, 1987

\$3,041,282.00

Receipts

Balance September 1, 1987

\$3,041,282.00

=====

CITY OF CRYSTAL
PIR PART B
C.ROBBE

**=MUST BE REPAID BY ORDER OF COUNCIL RESOLUTION

***=NICKLWS-STORM SEWER #6587 \$37000.00 TO BE REPAYD
BY SPECIAL ASSMT OVER 10 YEARS-1987 FIRST YEAR

HEALTH DEPARTMENT

CITY OF CRYSTAL
REQUEST FOR ADDITIONAL PERSONNEL

1. Acct. No.	2. Department Activity	3. Indicate need for position (s)
4100	Environmental Health	<input type="checkbox"/> New Operation <input type="checkbox"/> Expanded Services <input checked="" type="checkbox"/> Increased Workload

4. Position Title:	5. Number Required:	6. Salary Range:	7. First Year Cost:
Sanitarian II	1	\$27,828	\$27,000

8. List below the job duties to be performed in the requested position (s).
As per Sanitarian II Position Description (attached)

9. Specify how the above listed job duties are currently performed.
By two (2) sanitarian II, summer help

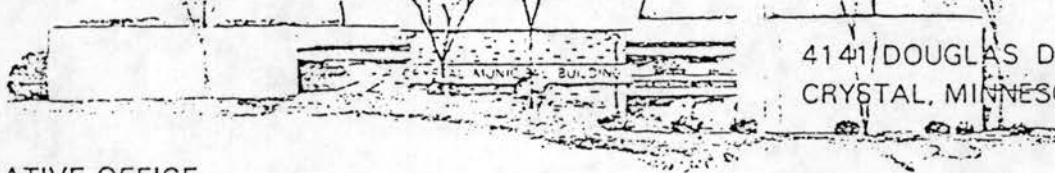
10. Explain the need for this position in detail (attach additional sheets, if necessary).
We are not able to maintain the food service inspection schedules and are currently falling behind last year's inadequate inspection frequency. We were critized by the MN Dept. of Health on our 1986 food service evaluation (copy attached) because we were not achieving the required inspection frequency. We are receiving increased complaints and well water service requests. (over)

11. Additional cost associated with requested position (s).

Contractual Services	\$		
Commodities Off. Equip & misc	\$	800.00	
Capital Outlays	\$		
vehicle and radio	\$	10,200.00	
			Total \$ 11,000

City Manager's Comments:

City of Crystal



4141 DOUGLAS DRIVE NORTH
CRYSTAL, MINNESOTA 55422

ADMINISTRATIVE OFFICE

CITY OF CRYSTAL EMPLOYMENT OPPORTUNITY

Position: PUBLIC HEALTH SANITARIAN II

Department: HEALTH

POSITION OBJECTIVE

Perform professional work in the promotion of environmental health, education, and enforcement of municipal, state and federal codes as they relate to public health.

Duties and Responsibilities

Responsible for routine and complaint investigations to include: food and beverage establishments, lodging facilities, institutions, public swimming pools, kennels, and other duties as assigned.

Responsible for complaint investigations to include housing; animal, insect and rodents; garbage and litter; air, noise, and water pollution; septic systems; public and private wells, general nuisance complaints and other complaints as assigned.

Sample food and water for chemical and microbiological review.

Interpret and enforce Health Regulations, testify in court and serve as an expert witness.

Maintain records, reports and evidence pertaining to investigations.

MINIMUM EDUCATIONAL REQUIREMENTS AND DESIRED EXPERIENCE:

Bachelor of science degree in biological or physical sciences, food science and technology, or environmental health: with course work in sanitation, microbiology, chemistry and public health.

SALARY: \$25,000 - \$26,000

Applications can be obtained at the Crystal Municipal Building, 4141 Douglas Drive North, Crystal, MN 55422. For further information, contact John Olson, 537-8421, Ext. 131.

APPLICATIONS CLOSE 4:30 P.M., FEBRUARY 17, 1987
AN EQUAL OPPORTUNITY EMPLOYER

PARK AND RECREATION DEPARTMENT

CITY OF CRYSTAL
REQUEST FOR ADDITIONAL PERSONNEL

1. ACCOUNT NUMBER 4100	2. DEPARTMENT ACTIVITY 000	3. INDICATE NEED FOR POSITION () New Operation (x) Expanded Services (x) Increased Workload
4. POSITION TITLE: Clerk 3/4 Time	5. NUMBER REQUIRED: 1	6. SALARY RANGE: 7. FIRST YEAR COST: \$13,000 \$5416 (w/o benefits) plus 3/4 benefits (115/mo w/o Social Security, PERA)

8. LIST BELOW THE JOB DUTIES TO BE PERFORMED IN THE REQUESTED POSITION(S):
Data input for Park & Recreation computer system - this includes: input of class information registrations, batch receipts, organization of batch receipts.
Processing incoming and outgoing mail.
Mimeographing flyers, xeroxing other correspondences, reports, etc.
Assist with Receptionist duties such as answering phones, waiting on customers.
Light typing.

9. SPECIFY HOW THE ABOVE LISTED JOB DUTIES ARE CURRENTLY PERFORMED.
Part-time High School Work-Study Clerk, Part-time Spring Clerk.

10. EXPLAIN THE NEED FOR THIS POSITION IN DETAIL:
With the event of our computer registration system, the main responsibility of the Work-Study Clerk has become the data entry and class set-up. Unfortunately, the nature of the Work-Study program is that we have a new person every 9 - 12 months. Operation of the LOGIS system requires several hours of training as well as careful data entry to make sure that the data entry is correct to keep our records current and correct. By training in a new person each year, many hours of staff time will be wasted. In addition, the mimeograph machine also requires a training session which again ties up valuable staff time. In addition, LOGIS plans to revamp the Facility side of their program which would involve handling all field assignments by computer. This person would be responsible for that portion of the program.

The Department would like to request a year-round 3/4 time clerk. This person's hours would be 12 Noon - 6pm (or something similar). These hours are planned so that the registration input could be done at the end of the business day. At peak registration times, the Work-Study Clerk inputs over 90 registrations per day. A new registration takes about one minute to input, while a person already in the system takes 20 - 30 seconds. In order to make sure the data is inputted correctly, this is best done after regular work hours without interruptions. In addition, this person could arrange their hours so that our office could be open to the public one night a week to give better service to the residents. The other major job with the computer registration is class set-up. For this year's summer registration, it took two people approximately 40 hours to complete this process. The Clerical staff's workload has been increased with the new Becker Park Performing Arts Center program. In the course of this program, several correspondences are sent as well as accounting for the donations. This clerk would be responsible for mimeographing. The Work-Study Clerk spends 1/3 of her time mimeographing.

The Department is requesting for 1988 a desktop publishing system to assist with making flyers, newsletters, etc. This person could be trained to do the set-up of these things.

In addition, this clerk would assist the full-time secretary with taking registrations, phones and typing.

11. ADDITIONAL COST ASSOCIATED WITH THE REQUESTED POSITION:

CONTRACTUAL SERVICES	\$ _____
COMMODITIES	\$ _____
CAPITAL OUTLAY	\$ _____
TOTAL \$ ____0_____	

CITY MANAGER COMMENTS:

POLICE DEPARTMENT

CITY OF CRYSTAL
REQUEST FOR ADDITIONAL PERSONNEL

-
- | | | |
|----------------|------------------------|--|
| 1. Acct. No. | 2. Department Activity | 3. Indicate need for position (s) |
| 01-4100-000-15 | POLICE | (x) New Operation
(x) Expanded Services
(x) Increased Workload |
-
- | | | | |
|--------------------|-----------------------------|---------------------|---------------------|
| 4. Position Title: | 5. Number Required: | 6. Salary Range: | 7. First Year Cost: |
| CLERK | (1) Part-time (30/hrs./wk.) | \$8.50 - \$9.50/hr. | \$14,000.00 |
-
8. List below the job duties to be performed in the requested position (s). The person assigned to this position would be responsible for the processing of Police Dept. records in preparation for microfilming, telephone work for (5) people in the Investigative Unit and (1) Juvenile Specialist, and to assist on records management. The hours would be 0700-1700 hrs., M-W-F.
-
9. Specify how the above listed job duties are currently performed.
- The Micrographics Document SSystem is a new proposed system. The other duties described above are performed by the current secretarial staff, who are constantly interrupted in their duties to answer telephone calls.
-
10. Explain the need for this position in detail (attach additional sheets, if necessary).
-
11. Additional cost associated with requested position (s).
- | | | | |
|----------------------|----|-----------|--------------------|
| Contractual Services | \$ | 10,000.00 | |
| Commodities | \$ | | |
| Capital Outlays | \$ | 8,000.00 | |
| | | | Total \$ 32,000.00 |
-

City Manager's Comments:

BUILDING DEPARTMENT

CITY OF CRYSTAL
REQUEST FOR ADDITIONAL PERSONNEL

1. Acct. No.	2. Department Activity	3. Indicate need for position (s)
4100	Planning & Inspection	<input type="checkbox"/> New Operation <input checked="" type="checkbox"/> Expanded Services <input checked="" type="checkbox"/> Increased Workload

4. Position Title:	5. Number Required:	6. Salary Range:	7. First Year Cost:
Building Department Aide	one	\$1950-\$2450	\$23,400

8. List below the job duties to be performed in the requested position (s).

See Attachment

9. Specify how the above listed job duties are currently performed.

By myself and assistant

10. Explain the need for this position in detail (attach additional sheets, if necessary).

See Attachment

11. Additional cost associated with requested position (s).

Contractual Services	\$	_____	Total \$ _____
Commodities	\$	_____	
Capital Outlays	\$	_____ 0 _____	

City Manager's Comments:

POSITION DESCRIPTION

Position Title BUILDING DEPARTMENT AIDE

Department PLANNING & INSPECTION

Position Objective

To assist the Chief Building Inspector in the enforcement of the City's building and zoning codes through systematic inspection.

Duties and Responsibilities

Inspects all new Class I building construction, additions, or alterations for conformity to building codes, zoning requirements, and approved plans and specifications.

Inspects all materials used in building structures and either approves or orders changes according to ordinance.


Performs the inspections on all homes dealing with concrete footings and forms, joists, rough-in work and final inspection.

Checks surveyor's measurements, grade stakes and property markers for compliance with established records.

Prepares daily reports for inspections made and does necessary correspondence as required.

Performs related duties as assigned such as ordinance enforcement of sign and zoning.

September 18, 1987

TO: John A. Olson, Acting City Manager 
FROM: Nancy Deno, Administrative Assistant
RE: Thorson Budget - 1988 Projection
Half Year

Attached is an estimated budget for Thorson for January 1, 1988 through June 30, 1988. This draft of the budget assumes Thorson is to close June 30, 1988. Listed below is a summary of the cuts or recommended expenditures for Thorson.

-Personal Services-	Custodial staff-salaries cut in half. Recreational Expenditures remain the same to provide for continual Park & Recreation programs.
-Supplies, Repair, Maintenance-	Thorson expenditures cut in half. Recreational Expenditures remain the same to provide for continual Park programming.
-Professional Services-	Remain the same (this is Recreational Expenditures) to allow for hiring of professional park staff for Park programs.
-Communications-	Telephones remain the same, phones will be needed at an interim site.
-Transportation-	Thorson expenditures cut in half. Recreational Expenditures remain the same to allow for senior transportation.
-Utilities-	Cut in half.
-Repair, contractual-	Major repair estimate costs have been removed; an estimate for contractual repairs needed for six months only in this budget.
-Maint., contractual-	Cut in half.
-Miscellaneous-	Which includes subscriptions for and awards for the senior center remains the same.

Thorson Budget

Page 2

- | | |
|------------------------|---|
| -Other Cont. Services- | Remains the same; this is to allow for Park & Recreational programming. |
| -Capital Outlay- | Eliminated. |

Total expenditures for operation of Thorson, January 1, 1988 through June 30, 1988 is \$97,495. Estimated revenue for Thorson for the period of January 1, 1988 through June 30, 1988 is \$69,972. Total expenditures will exceed revenues by \$27,523.

If an interim site is going to be used for the Senior Center and Congregate Dining, money for such a purpose has **not** been budgeted for in this budget.

ND/js

attachments

*****BUDGET PERIOD JANUARY 1, 1988 THROUGH JUNE 30, 1988*****

1988

THORSON COMMUNITY CENTER

	Operating Expenditures	Recreation Expenditures	Total
Personal Services	\$33,952.00	\$7,205.00	\$41,157.00
Supplies, Repair, Maint.	\$6,215.00	\$7,335.00	\$13,550.00
Other Services & Charges:			\$0.00
Professional Services		\$7,450.00	\$7,450.00
Communications	\$975.00		\$975.00
Transportation	\$150.00	\$1,400.00	\$1,550.00
Utilities	\$18,368.00		\$18,368.00
Repair - Contractual	\$5,180.00		\$5,180.00
Maint. - Contractual	\$3,500.00		\$3,500.00
Miscellaneous	\$55.00	\$710.00	\$765.00
Other Cont. Services		\$5,000.00	\$5,000.00
Capital Outlay			\$0.00
TOTAL EXPENDITURES:	\$68,395.00	\$29,100.00	\$97,495.00

	Operating Revenue	Recreation Revenue	Total
Rent Receipts	\$41,239.80		
(6,546 sq ft @ \$6.30 sq ft)			
Air Conditioning Surcharge	\$4,909.50		
(6,546 sq ft @ \$.75 sq ft)			
Room Rental \$5.00/hr meeting	\$763.50		
\$10.00/hr gym			
Recreation Program Fees		\$23,060.00	
TOTAL REVENUE:	\$46,912.80	\$23,060.00	\$69,972.80

CITY OF CRYSTAL - OPERATING BUDGET

FUND GEN.	DEPARTMENT & DEPT. #	FUNCTION		ACTIVITY			
83	THORSON 32	NON-DEPARTMENTAL		THORSON COMMUNITY CENTER			
ACCT #	ITEM	1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	DEPT. REQUEST	MANAGER PROPOSAL	ADOPTED
	PERSONAL SERVICES						
4100	Salaries & Wages of Reg. Employees	\$35,393	\$44,009	\$48,664	\$31,952		
4111	Overtime of Regular Employees	\$2,957	\$4,094	\$3,528	\$2,000		
4130	Salaries & Wages of Temp. Employees	\$6,360	\$1,656	\$8,840	\$7,205		
4141	PERA Regular						
4143	PERA Coordinated						
4144	FICA						
4145	Police Pension						
4146	Fire Pension						
4151	Hospitalization Insurance						
4152	Life Insurance - Police						
4153	Life Insurance - All Employees						
4154	Worker's Comp. Insurance						
4155	Liability Insurance						
4156	Unemployment Compensation						
4157	Clothing Allowance						
ITEM TOTAL		\$44,710	\$49,759	\$61,032	\$41,157	\$0	\$0
	SUPPLIES, REPAIRS & MAINTENANCE						
4210	Office Supplies	\$14	\$32				
4211	Duplicator Supplies & Paper						
4212	Printed Forms						
4213	Stationary & Envelopes						
4220	Misc. Operating Supplies	\$1,110	\$1,238	\$1,300	\$625		
4221	Motor Fuels						
4222	Lubricants & Additives						

CITY OF CRYSTAL - OPERATING BUDGET

FUND GEN. 83	DEPARTMENT & DEPT. # THORSON 32	FUNCTION NON-DEPARTMENTAL		ACTIVITY THORSON COMMUNITY CENTER			
ACCT #	ITEM	1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	DEPT. REQUEST	MANAGER PROPOSAL	ADOPTED
4223	Cleaning Supplies	\$2,093	\$2,347	\$2,330	\$1,165		
4225	Shop Materials						
4226	Chemicals & Chemical Products	\$150	\$4	\$450	\$200		
4227	Safety Supplies (OSHA)	\$38		\$150	\$75		
4229	Bike Route Expense						
4230	Repair & Maintenance Supplies	\$3,079	\$3,329	\$3,150	\$1,750		
4231	Equipment Repair	\$1,283	\$1,449	\$1,350	\$750		
4232	Tires & Recaps						
4233	Building Repair	\$195	\$503	\$2,000	\$1,000		
4234	Street Maintenance Materials						
4235	Landscape Materials & Supplies						
4236	Street Signs & Striping Materials						
4237	Utility System Maint. Supplies - Water Meters & Horns						
4238	Recreational Equipment Supplies	\$1,627	\$1,654	\$4,020	\$3,685		
4239	Recreational Concession Supplies	\$2,254	\$3,322	\$2,150	\$3,650		
4240	Small Tools	\$329	\$68	\$300	\$150		
4243	Tissue & Toweling	\$721	\$625	\$1,480	\$500		
4245	North Lift Station Repairs						
4246	Lift Station Repairs						
4247	Watermain Repairs						
4248	Reservoir Charges						
4249	Sewer Line Repairs						
ITEM	TOTAL	\$12,893	\$14,571	\$18,680	\$13,550	\$0	\$0

CITY OF CRYSTAL - OPERATING BUDGET

FUND GEN. 83	DEPARTMENT & DEPT. # THORSON 32	FUNCTION NON-DEPARTMENTAL		ACTIVITY THORSON COMMUNITY CENTER			
ACCT #	ITEM	1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	DEPT. REQUEST	MANAGER PROPOSAL	ADOPTED
PROFESSIONAL SERVICES							
4310	Miscellaneous Professional Services	\$5,003	\$2,992	\$6,950	\$7,450		
4311	Personnel Testing & Recruitment						
4312	Legal Professional Services						
4313	Audit & Financial						
4314	Medical Exams & Evaluation						
ITEM TOTAL		\$5,003	\$2,992	\$6,950	\$7,450	\$0	\$0
COMMUNICATIONS							
4320	Miscellaneous Communications						
4321	Postage						
4322	Telephone & Telegraph	\$801	\$524	\$900	\$975		
4323	Radio Units						
4324	Delivery Service						
ITEM TOTAL		\$801	\$524	\$900	\$975	\$0	\$0
TRANSPORTATION							
4330	Miscellaneous Transportation	\$759	\$1,693	\$2,200	\$1,400		
4331	Travel Expense						
4334	Use of Personal Auto	\$426	\$200	\$430	\$150		
ITEM TOTAL		\$1,185	\$1,893	\$2,630	\$1,550	\$0	\$0

CITY OF CRYSTAL - OPERATING BUDGET

FUND GEN. 83	DEPARTMENT & DEPT. # THORSON 32	FUNCTION NON-DEPARTMENTAL		ACTIVITY THORSON COMMUNITY CENTER			
ACCT #	ITEM	1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	DEPT. REQUEST	MANAGER PROPOSAL	ADOPTED
	ADVERTISING						
4340	Miscellaneous Advertising			\$100			
4341	Employment Advertising			\$100			
4342	Enterprise Advertising						
ITEM	TOTAL	\$0	\$0	\$200	\$0	\$0	\$0
	PRINTING						
4350	Miscellaneous Printing						
4351	Legal Notices Publishing						
4352	General Notices & Public Info.						
4353	Ordinance Publication						
ITEM	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0
	INSURANCE						
4361	General Liability Insurance						
4362	Property Insurance						
4363	Boiler & Machinery Insurance						
4364	Equipment Floaters Insurance						
4365	Automotive Insurance						
4366	Bonds Insurance						
4367	Monies & Securities Insurance						
ITEM	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF CRYSTAL - OPERATING BUDGET

FUND GEN. 83	DEPARTMENT & DEPT. # THORSON 32	FUNCTION NON-DEPARTMENTAL		ACTIVITY THORSON COMMUNITY CENTER			
ACCT #	ITEM	1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	DEPT. REQUEST	MANAGER PROPOSAL	ADOPTED
	UTILITIES						
4371	Electric Service	\$13,753	\$13,388	\$14,700	\$7,000		
4372	Gas Service	\$17,430	\$15,605	\$24,150	\$10,000		
4373	Heating Oil		\$586	\$4,000			
4374	Street Lighting						
4376	Rubbish Removal	\$1,714	\$2,387	\$2,400	\$1,368		
ITEM	TOTAL	\$32,897	\$31,966	\$45,250	\$18,368	\$0	\$0
	REPAIR-CONTRACTUAL						
4381	Autonotive Equipment Repair						
4382	Other Equipment Repair	\$7,665	\$4,445	\$6,360	\$3,180		
4383	Buildings Repair	\$10,590	\$2,808	\$270,000	\$2,000		
4384	Streets Repair	\$2,353					
4385	Reservoir Repairs						
4386	Water Line Repairs						
4387	Sewer Repair - Contractual						
4388	Lift Station Repairs - Contractual						
ITEM	TOTAL	\$20,608	\$7,253	\$276,360	\$5,180	\$0	\$0
	MAINTENANCE-CONTRACTUAL						
4390	Service Contracts	\$5,779	\$4,879	\$7,000	\$3,500		
4391	Communication Systems Maintenance						
4392	Traffic Signal Maintenance						
ITEM	TOTAL	\$5,779	\$4,879	\$7,000	\$3,500	\$0	\$0


CITY OF CRYSTAL - OPERATING BUDGET

FUND GEN. 83	DEPARTMENT & DEPT. # THORSON 32	FUNCTION NON-DEPARTMENTAL			ACTIVITY THORSON COMMUNITY CENTER		
ACCT #	ITEM	1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	DEPT. REQUEST	MANAGER PROPOSAL	ADOPTED
	RENTALS						
4400	Miscellaneous Rentals						
4401	Ice Rental						
4402	Machinery & Equipment Rental						
4403	Office Equipment Rental						
4404	Data Processing Equipment Rental						
ITEM	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0
	MISCELLANEOUS						
4410	Miscellaneous						
4411	Conference & Schools	\$40					
4412	Meeting Expenses						
4413	Dues & Subscriptions	\$196	\$252	\$460	\$535		
4414	Licenses & Taxes		\$50				
4415	Awards	\$49	\$42	\$230	\$230		
4417	Books & Publications						
4418	Special Education Reimbursement						
4419	Tree Disease						
ITEM	TOTAL	\$285	\$344	\$690	\$765	\$0	\$0

CITY OF CRYSTAL - OPERATING BUDGET

FUND GEN.	DEPARTMENT & DEPT. #	FUNCTION		ACTIVITY			
83	THORSON 32	NON-DEPARTMENTAL		THORSON COMMUNITY CENTER			
ACCT #	ITEM	1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	DEPT. REQUEST	MANAGER PROPOSAL	ADOPTED
	OTHER CONTRACTUAL SERVICES						
4420	Miscellaneous Contractual Services	\$38			\$5,000		
4421	Janitorial Services						
4422	R.E. Tax Roll - County						
4423	Assessment Roll - County						
4424	Miscellaneous Testing						
4425	Board of Prisoners						
4427	Dog Control Cost						
4428	Water Commission Payments						
4429	Robbinsdale Water Payments						
4430	New Hope Sewer						
4437	Sewage Disposal Charges - MSB						
ITEM TOTAL		\$38	\$0	\$0	\$5,000	\$0	\$0
	CAPITAL OUTLAY						
4530	Other Improvements	\$1,498	\$1,925	\$225			
4540	Machinery Equipment	\$1,199		\$2,650			
4550	Furniture & Fixtures	\$1,085	\$5,783	\$400			
4551	Office Furnishings & Equipment		\$1,050				
4552	Mobile Equipment						
4553	Miscellaneous Capitol Outlay	\$253	\$490	\$1,000			
ITEM TOTAL		\$4,035	\$9,248	\$4,275	\$0	\$0	\$0
GRAND TOTAL ALL ITEMS		\$128,234	\$123,429	\$423,967	\$97,495	\$0	\$0

September 18, 1987

TO: John A. Olson, Acting City Manager 
FROM: Nancy Deno, Administrative Assistant
RE: Thorson Budget Estimate - 1988 Budget.
January 1, 1988 through December 31, 1988.

Attached is an estimated budget for Thorson Community Center. This budget allows Thorson to remain open January 1, 1988 through December 31, 1988. Expenditures are similar to the adopted 1987 budget. The total revenue reflects a \$.50 per square foot increase in room rental and it also reflects the loss of rental revenue due to the loss of Minnesota Waste Management as a tenant.

This budget includes estimated costs for the needed building repairs: structure, roofing, exterior masonry work, gym upgrade, and interior painting.

Expenditures exceed revenues by \$371,275 with this budget proposal. As I have stated in the past, I do not recommend that the Council adopt this budget which allows Thorson to remain open.

ND/js

attachment

*****BUDGET PERIOD JANUARY 1, 1988 THROUGH DECEMBER 31, 1988*****

1988

THORSON COMMUNITY CENTER

	Operating Expenditures	Recreation Expenditures	Total
Personal Services	\$67,903.00	\$7,205.00	\$75,108.00
Supplies, Repair, Maint.	\$12,430.00	\$7,335.00	\$19,765.00
Other Services & Charges:			\$0.00
Professional Services		\$7,450.00	\$7,450.00
Communications	\$975.00		\$975.00
Transportation	\$300.00	\$1,400.00	\$1,700.00
Advertising	\$200.00		\$200.00
Utilities	\$40,736.00		\$40,736.00
Repair - Contractual	\$276,360.00		\$276,360.00
Maint. - Contractual	\$7,000.00		\$7,000.00
Miscellaneous	\$55.00	\$710.00	\$765.00
Other Cont. Services		\$5,000.00	\$5,000.00
Capital Outlay	\$10,225.00		\$10,225.00
TOTAL EXPENDITURES:	\$416,184.00	\$29,100.00	\$445,284.00

	Operating Revenue	Recreation Revenue	Total
Rent Receipts	\$44,512.80		
(6546 sq ft @ \$6.80 sq ft)			
Air Conditioning Surcharge	\$4,909.50		
(14,463 sq ft @ \$.75 sq ft)			
Room Rental \$5.00/hr meeting	\$1,527.00		
\$10.00/hr gym			
Recreation Program Fees		\$23,060.00	
TOTAL REVENUE:	\$50,949.30	\$23,060.00	\$74,009.30

CITY OF CRYSTAL - OPERATING BUDGET

FUND GEN. 83	DEPARTMENT & DEPT. # THORSON 32	FUNCTION NON-DEPARTMENTAL		ACTIVITY THORSON COMMUNITY CENTER			
ACCT #	ITEM	1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	DEPT. REQUEST	MANAGER PROPOSAL	ADOPTED
	PERSONAL SERVICES						
4100	Salaries & Wages of Reg. Employees	\$35,393	\$44,009	\$48,664	\$63,903		
4111	Overtime of Regular Employees	\$2,957	\$4,094	\$3,528	\$4,000		
4130	Salaries & Wages of Temp. Employees	\$6,360	\$1,656	\$8,840	\$7,205		
4141	PERA Regular						
4143	PERA Coordinated						
4144	FICA						
4145	Police Pension						
4146	Fire Pension						
4151	Hospitalization Insurance						
4152	Life Insurance - Police						
4153	Life Insurance - All Employees						
4154	Worker's Comp. Insurance						
4155	Liability Insurance						
4156	Unemployment Compensation						
4157	Clothing Allowance						
ITEM	TOTAL	\$44,710	\$49,759	\$61,032	\$75,108	\$0	\$0
	SUPPLIES, REPAIRS & MAINTENANCE						
4210	Office Supplies	\$14	\$32				
4211	Duplicator Supplies & Paper						
4212	Printed Forms						
4213	Stationary & Envelopes						
4220	Misc. Operating Supplies	\$1,110	\$1,238	\$1,300	\$1,250		
4221	Motor Fuels						
4222	Lubricants & Additives						

CITY OF CRYSTAL - OPERATING BUDGET

FUND GEN. 83	DEPARTMENT & DEPT. # THORSON 32	FUNCTION NON-DEPARTMENTAL		ACTIVITY THORSON COMMUNITY CENTER			
ACCT #	ITEM	1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	DEPT. REQUEST	MANAGER PROPOSAL	ADOPTED
4223	Cleaning Supplies	\$2,093	\$2,347	\$2,330	\$2,330		
4225	Shop Materials						
4226	Chemicals & Chemical Products	\$150	\$4	\$450	\$400		
4227	Safety Supplies (OSHA)	\$38		\$150	\$150		
4229	Bike Route Expense						
4230	Repair & Maintenance Supplies	\$3,079	\$3,329	\$3,150	\$3,500		
4231	Equipment Repair	\$1,283	\$1,449	\$1,350	\$1,500		
4232	Tires & Recaps						
4233	Building Repair	\$195	\$503	\$2,000	\$2,000		
4234	Street Maintenance Materials						
4235	Landscape Materials & Supplies						
4236	Street Signs & Striping Materials						
4237	Utility System Maint. Supplies - Water Meters & Horns						
4238	Recreational Equipment Supplies	\$1,627	\$1,654	\$4,020	\$3,685		
4239	Recreational Concession Supplies	\$2,254	\$3,322	\$2,150	\$3,650		
4240	Small Tools	\$329	\$68	\$300	\$300		
4243	Tissue & Toweling	\$721	\$625	\$1,480	\$1,000		
4245	North Lift Station Repairs						
4246	Lift Station Repairs						
4247	Watermain Repairs						
4248	Reservoir Charges						
4249	Sewer Line Repairs						
ITEM	TOTAL	\$12,893	\$14,571	\$18,680	\$19,765	\$0	\$0

CITY OF CRYSTAL - OPERATING BUDGET

FUND GEN. 83	DEPARTMENT & DEPT. # THORSON 32	FUNCTION NON-DEPARTMENTAL		ACTIVITY THORSON COMMUNITY CENTER			
ACCT #	ITEM	1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	DEPT. REQUEST	MANAGER PROPOSAL	ADOPTED
	PROFESSIONAL SERVICES						
4310	Miscellaneous Professional Services	\$5,003	\$2,992	\$6,950	\$7,450		
4311	Personnel Testing & Recruitment						
4312	Legal Professional Services						
4313	Audit & Financial						
4314	Medical Exams & Evaluation						
ITEM	TOTAL	\$5,003	\$2,992	\$6,950	\$7,450	\$0	\$0
	COMMUNICATIONS						
4320	Miscellaneous Communications						
4321	Postage						
4322	Telephone & Telegraph	\$801	\$524	\$900	\$975		
4323	Radio Units						
4324	Delivery Service						
ITEM	TOTAL	\$801	\$524	\$900	\$975	\$0	\$0
	TRANSPORTATION						
4330	Miscellaneous Transportation	\$759	\$1,693	\$2,200	\$1,400		
4331	Travel Expense						
4334	Use of Personal Auto	\$426	\$200	\$430	\$300		
ITEM	TOTAL	\$1,185	\$1,893	\$2,630	\$1,700	\$0	\$0

CITY OF CRYSTAL - OPERATING BUDGET

FUND GEN. 83	DEPARTMENT & DEPT. # THORSON 32	FUNCTION NON-DEPARTMENTAL		ACTIVITY THORSON COMMUNITY CENTER			
ACCT #	ITEM	1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	DEPT. REQUEST	MANAGER PROPOSAL	ADOPTED
	ADVERTISING						
4340	Miscellaneous Advertising			\$100	\$100		
4341	Employment Advertising			\$100	\$100		
4342	Enterprise Advertising						
ITEM	TOTAL	\$0	\$0	\$200	\$200	\$0	\$0
	PRINTING						
4350	Miscellaneous Printing						
4351	Legal Notices Publishing						
4352	General Notices & Public Info.						
4353	Ordinance Publication						
ITEM	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0
	INSURANCE						
4361	General Liability Insurance						
4362	Property Insurance						
4363	Boiler & Machinery Insurance						
4364	Equipment Floaters Insurance						
4365	Automotive Insurance						
4366	Bonds Insurance						
4367	Monies & Securities Insurance						
ITEM	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF CRYSTAL - OPERATING BUDGET

FUND GEN.	DEPARTMENT & DEPT. #	FUNCTION		ACTIVITY			
83	THORSON 32	NON-DEPARTMENTAL		THORSON COMMUNITY CENTER			
ACCT #	ITEM	1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	DEPT. REQUEST	MANAGER PROPOSAL	ADOPTED
	UTILITIES						
4371	Electric Service	\$13,753	\$13,388	\$14,700	\$14,000		
4372	Gas Service	\$17,430	\$15,605	\$24,150	\$20,000		
4373	Heating Oil		\$586	\$4,000	\$4,000		
4374	Street Lighting						
4376	Rubbish Removal	\$1,714	\$2,387	\$2,400	\$2,736		
ITEM	TOTAL	\$32,897	\$31,966	\$45,250	\$40,736	\$0	\$0
	REPAIR-CONTRACTUAL						
4381	Autonotive Equipment Repair						
4382	Other Equipment Repair	\$7,665	\$4,445	\$6,360	\$6,360		
4383	Buildings Repair	\$10,590	\$2,808	\$270,000	\$270,000		
4384	Streets Repair	\$2,353					
4385	Reservoir Repairs						
4386	Water Line Repairs						
4387	Sewer Repair - Contractual						
4388	Lift Station Repairs - Contractual						
ITEM	TOTAL	\$20,608	\$7,253	\$276,360	\$276,360	\$0	\$0
	MAINTENANCE-CONTRACTUAL						
4390	Service Contracts	\$5,779	\$4,879	\$7,000	\$7,000		
4391	Communication Systems Maintenance						
4392	Traffic Signal Maintenance						
ITEM	TOTAL	\$5,779	\$4,879	\$7,000	\$7,000	\$0	\$0

CITY OF CRYSTAL - OPERATING BUDGET

FUND GEN. 83	DEPARTMENT & DEPT. # THORSON 32	FUNCTION NON-DEPARTMENTAL		ACTIVITY THORSON COMMUNITY CENTER			
ACCT #	ITEM	1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	DEPT. REQUEST	MANAGER PROPOSAL	ADOPTED
	RENTALS						
4400	Miscellaneous Rentals						
4401	Ice Rental						
4402	Machinery & Equipment Rental						
4403	Office Equipment Rental						
4404	Data Processing Equipment Rental						
ITEM	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0
	MISCELLANEOUS						
4410	Miscellaneous						
4411	Conference & Schools	\$40					
4412	Meeting Expenses						
4413	Dues & Subscriptions	\$196	\$252	\$460	\$535		
4414	Licenses & Taxes		\$50				
4415	Awards	\$49	\$42	\$230	\$230		
4417	Books & Publications						
4418	Special Education Reimbursement						
4419	Tree Disease						
ITEM	TOTAL	\$285	\$344	\$690	\$765	\$0	\$0

CITY OF CRYSTAL - OPERATING BUDGET

FUND GEN. 83	DEPARTMENT & DEPT. # THORSON 32	FUNCTION NON-DEPARTMENTAL		ACTIVITY THORSON COMMUNITY CENTER			
ACCT #	ITEM	1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	DEPT. REQUEST	MANAGER PROPOSAL	ADOPTED
	OTHER CONTRACTUAL SERVICES						
4420	Miscellaneous Contractual Services	\$38			\$5,000		
4421	Janitorial Services						
4422	R.E. Tax Roll - County						
4423	Assessment Roll - County						
4424	Miscellaneous Testing						
4425	Board of Prisoners						
4427	Dog Control Cost						
4428	Water Commission Payments						
4429	Robbinsdale Water Payments						
4430	New Hope Sewer						
4437	Sewage Disposal Charges - MSB						
ITEM	TOTAL	\$38	\$0	\$0	\$5,000	\$0	\$0
	CAPITAL OUTLAY						
4530	Other Improvements	\$1,498	\$1,925	\$225			
4540	Machinery Equipment	\$1,199		\$2,650	\$4,600		
4550	Furniture & Fixtures	\$1,085	\$5,783	\$400	\$4,625		
4551	Office Furnishings & Equipment		\$1,050				
4552	Mobile Equipment						
4553	Miscellaneous Capitol Outlay	\$253	\$490	\$1,000	\$1,000		
ITEM	TOTAL	\$4,035	\$9,248	\$4,275	\$10,225	\$0	\$0
GRAND TOTAL ALL ITEMS		\$128,234	\$123,429	\$423,967	\$445,284	\$0	\$0



CITY of CRYSTAL

4141 Douglas Drive North • Crystal, MN 55422-1696 • 537-8421

MAYOR
Thomas N. Aaker

To: Members of the City Council

September 22, 1987

I wanted to share, on paper, a couple of thoughts with you as we consider the 1988 budget this evening. First, I would like to suggest that we allocate \$28,000 in a special contingency fund for the new city manager to make any employment additions he may feel are necessary. As you are undoubtedly aware, several of these positions were cut from the budget with the proviso that we might establish some sort of fund to allow the new manager to make such decisions. I feel that is necessary.

Second, I would hope we could deal with the concerns of the Long Range Planning Commission and the Public Works Department as it concerns the infrastructure fund. Bill Monk should explain precisely why it is needed, but he has a request for an additional \$104,000 or 3/4th of a mill for the infrastructure fund so that it can get up and going. We found out, unfortunately, that this fund is included under the legislature's new 3% levy limit, so a spot has to be found for it in our regular mill levy for the budget. I feel that is necessary as well.

I am not sure I agree with the administration, and this will come as a surprise to all of you, when it concerns signage at Becker Park. The city should be able to tastefully inform people who are traveling by what upcoming events will be staged at the park. I think that \$11,000 should be restored as well.

That comes to \$143,000 as I figure it, which is just under the \$146,838 that Mr. Olson has advised us is the amount we are under the levy limits. If this concerns you, I think I could point out some areas where we could institute other savings. Fund #72, Equipment Reserve, has not been tapped for several years. I am not certain, while I write this, what the restrictions might be on the use of that fund, but if it is available to make a reduction I would suggest we could find the equipment necessary to nullify the \$40,000 addition to the fund that is anticipated in 1988. (See attached page)

Further, eliminating Adventure Club funding (which I thought we had in the past) would cut another \$2,500. Halving The Thorson contingency fund, which might be a good idea, would provide another \$20,000. Adopting department head requests in funds 4387 Sewer, 4385 Repair, 4540 Forest schoolpark, 4157 in I believe totally unnecessary vests for the police reserve, and 4550 the partition



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MAYOR
Thomas N. Aaker

Community Room at 8,000 would allow the budget to be cut an additional \$68,925. These cuts may be too drastic for the Council, I only suggest that they are areas which might be cut. The Equipment Reserve deletions from the budget and the cuts I mentioned would total \$108,925 and would leave us \$112,788 under the levy limits.

Here's where I get liberal. I would like to apply at least one hundred thousand dollars of that money to those purchases which the Administration has listed for the PIR fund. I am concerned that we are becoming too dependent on the PIR fund and may soon see the day when it no longer exists. To forestall this, I would like the city to adopt an attitude under which it is all right to use the PIR fund, but where we don't go to the well for every little thing that comes along.

None of this might fly, but having it down on paper allows me to feel as though I've expressed an opinion which might not have been shared with you during this difficult budget process.

I have also enclosed a page for the recent City-State magazine concerning the possibility of a lease back arrangement if we were to decide to build a new community center. The point would be such a move would forestall a general obligation bond issue coming before the voters before we could actually get the project underway. It's worth thinking about.

Sincerely

Tom Aaker

1988
FUND #72
EQUIPMENT RESERVE

Balance January 1, 1987	\$225,284.00	
Estimated Receipts - 1987	<u>35,000.00</u>	
Estimated Balance - December 31, 1987	\$260,284.00	
 Estimated 1988 Receipts	 <u>40,000.00</u>	
Estimated Available Balance - December 31, 1988	\$300,284.00	

Acct. 4530 Slurry Feeder	2,500
Acct. 4540 Camera	550
Acct. 4550 Speakers	500
Acct. 4550 Microphones	360
Acct. 4550 Mik Stands	50
Acct. 4540 Fans	200
Acct. 4540 Tape deck +	500
Acct. 4540 Root cutter	800
Acct. 4540 Porcupine	200
Acct. 4540 Cement mixer	2,000
Acct. \$553 Generator	800
Acct. 4553 Snowblower	700
Acct. 4553 Weedwhip	300
Acct. 4553 Broom Attach.	2,500
Acct. 4540 Asphalt Recyc	22,000
ACct. 4540 Radio base sta	1,500
Acct. 4540 Flood lights	740
Acct. 4540 Breath pacs	4,000
Acct. 4540 Radio pagers	4,140
Acct. 4540 Video camera	1,500

\$ 45,840

Lease-Purchasing Real Estate

By Marc L. Luzatto

In this era of tight budgetary constraints, taxpayer revolts and rising infrastructure requirements, Austin, Texas, found a new application for lease-purchase financing could provide great savings and flexibility. The tax-exempt, lease-purchase financing method, already prevalent in equipment purchasing, now is being applied to real estate, with the city acquiring a \$23-million downtown office building to house its electric facility.

Lease-purchase financing is used to build or acquire needed facilities, ranging from water and sewer plants to office buildings, civic centers, schools and jails. Government agencies also may use this mechanism to cash in on equity built in their real-estate portfolios. Lease-purchase transactions may be structured in several ways, but the most common is the lease-leaseback arrangement.

The emergence of real-estate lease-purchasing comes at an ideal time. Real-estate markets are depressed in virtually every part of the nation. The combination of a very soft market and the low interest rates available presents an extraordinary buying opportunity.

As a result, local government agencies may be able to acquire buildings needed for public purposes at a cost substantially less than replacement value and at a fraction of what similar facilities cost two or three years ago. These properties range from prime, central-business-district office buildings to warehouses or maintenance facilities.

The benefits of the lease-purchase financing mechanism are demonstrated most vividly in cases where a government agency already occupies a substantial portion of a building or facility by way of a commercial lease. By converting from a commercial lease arrangement to a tax-exempt lease-purchase agreement, the agency can reduce its lease payments significantly.

Moreover, the agency builds equity over the course of the term of the agreement. At the end of the lease term, the governmental entity has outright ownership of the property. Another benefit is the lease payments are locked in for the 20- to 30-year term of the lease-purchase agreement.

Other cost savings are available. Government agencies usually have a staff that may take on the maintenance responsibilities of the building, whereas a private landlord generally must hire maintenance personnel specifically dedicated to the building. In addition, government agencies often receive discounted utility rates.

The lease-purchase structure is very flexible. For example, if the government agency outgrows the building in eight years, the building can be sold. The difference between the sale price and the principal balance remaining on the lease-purchase agreement goes to the coffers of the government agency.

For the city facing a budget shortfall, an uneven amortiza-

tion schedule can be structured so payments will be lower in the early years of the agreement. Credit enhancement can be obtained to ensure the lowest possible rate of interest on the lease-purchase agreement. Furthermore, variable, serialized or fixed-interest rates may be arranged. Finally, the arrangement can be used to finance nearly any real-property project a government agency may have.

Acquiring real property also may provide several intangible benefits. First, local real-estate developers may be helped by absorbing some of the excess land or building space in an overbuilt market. Second, government agencies may be able to consolidate various departments under a single roof, thereby providing increased efficiency.

A derivative of the lease-purchase method, called sale-leaseback, allows a government agency to take advantage of the equity built in its real-estate portfolio to raise cash. For example,

if the agency finds a budget deficit looming on the immediate horizon, the deficit may be met by selling a building it owns and leasing it back in a tax-exempt transaction.

Lease-purchase and sale-leaseback transactions are attractive especially in three common situations: when time is not available to arrange a voter referendum; when the political climate is such that voter approval is unlikely; or when the government agency is concerned about taking on additional debt. Most states do not classify these transactions as constituting debt and generally do not require the local government to obtain voter approval when entering into non-

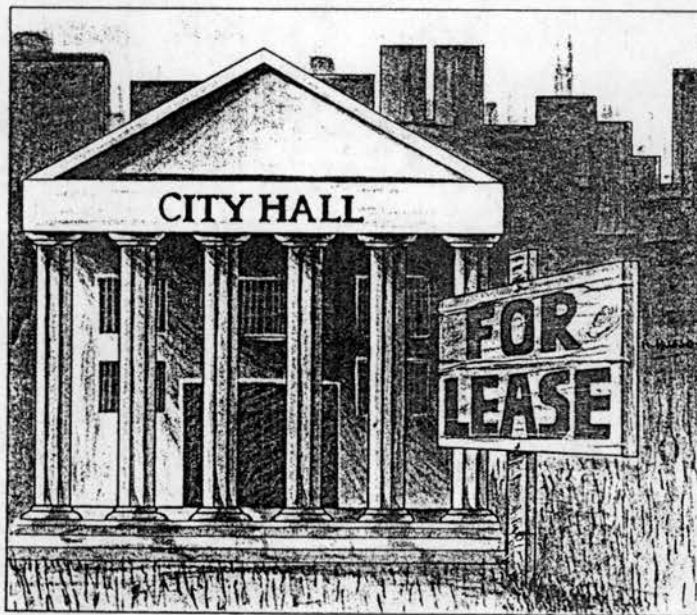


Illustration by Alex Hueso

debt transactions.

A lease-purchase transaction does not constitute debt because repayment is subject to an annual appropriation of funds to meet the lease-purchase payments required in a given year.

When the project involves a construction period, the financing is closed in escrow. Construction draws then are made on a periodic basis to pay the contractor until the project is completed to the satisfaction of the purchasing government agency.

Choosing an investment banking firm with experience in both real-estate and lease-purchase areas is important. The complex documentation and diversity of state laws regarding real-estate transactions require a high degree of expertise. Furthermore, working with a firm with experience in analyzing and pricing real-estate lease-purchase transactions also is important because such transactions are relatively new to the investment banking community.

Marc L. Luzatto handles real property transactions for First Continental Financial Corp., 8080 North Central Expressway, Suite 850, Dallas, Texas 75206, (214) 373-7900.

TO: John A. Olson, Acting City Manager
 FROM: Bill Monk, City Engineer
 DATE: September 22, 1987
 RE: Utility Funds and Rates

As noted in the detailed budget for Funds 23 and 24, projected utility expenditures for 1988 are estimated as follows:

Water Utility	\$755,000
Sewer Utility	\$990,000

Based on actual usage in past years, the following revenue totals are projected:

Water Utility	\$715,000
Sewer Utility	\$885,000

While water revenue is difficult to forecast because of its relationship to the weather, it is anticipated that both the water and sewer funds will operate in a deficit position in 1988. With the reserve position in both funds maintained at a minimal level, this office feels a rate increase is needed in both water and sewer charges. The following table charts utility rates since the early 1970's and provides background for the rate increase proposed for 1988:

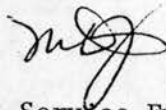
<u>Eff. Date</u>	<u>Water Rate</u> (per 100 cu.ft.)	<u>Sewer Rate</u> (per quarter residential)	<u>Sewer Rate</u> (per quarter elderly)	<u>Sewer Rate</u> (per 100 cu. ft. comm/indus)
1/71	\$0.25	\$ 7.00		\$0.175
1/77	.30			
1/79	.35	11.50	\$ 7.00	.35
1/80	.45	15.50	8.00	.47
1/82	.57	19.00	10.00	.585
1/83	.62	21.00	12.00	.65
6/84	.68			
1/88	.72 (5%)	24.00 (15%)	14.00 (15%)	.75 (15%)


 WM:jrs

Date: September 22, 1987

To: John Olson

From: Miles Johnson



Re: Balances in Debt Service Funds

<u>Fund #</u>	<u>Approx. Bal.</u>	<u>Funds Available 12-31</u>
24 Impr. #31,35,36	\$1,040,000	1987
25 Impr. #37-38	88,000	1987
26 Impr. #39	315,000	1989
29 Impr. #41A	575,000	1992
30 1972 Impr.	530,000	1989

The above figures are the best estimates of balances that will be available when closed out to PIR Fund upon final payment of all bonds due.

MJ/kk