



[Crystal \(Minn.\).](#)
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RESOLUTION NO. 87- 64

RESOLUTION RELATING TO THE
BASS LAKE ROAD - BECKER PARK REDEVELOPMENT
PROJECT AREA; APPROVING MODIFICATION
NO. 1 TO THE TAX INCREMENT FINANCING
PLAN THEREFOR.

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

Section 1. Background: Findings.

1.01. The Housing and Redevelopment Authority of the City of Crystal (HRA) and the City have 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 in accordance with Minnesota Statutes, Chapter 469 (Act).

1.02. The tax increment financing plan (TIF Plan) for the TIF District identified estimated public redevelopment costs (Costs) for the Project Area. The estimated Costs were financed by the issuance of the City's General Obligation Tax Increment Bonds, Series 1985A (refunded by the City's General Obligation Tax Increment Refunding Bonds, Series 1986A) (Bonds).

1.03. The actual expenditure for the Costs have exceeded the estimated Costs. Actual tax increments from the TIF District have exceeded estimated tax increments from the TIF District. The HRA's and the City's financial consultants have advised that additional general obligation bonds can be issued to finance the Costs. It is determined that it is in the best interests of the City, the HRA and the Project Area that additional general obligation bonds be issued by the City to finance the Costs.

1.04. Section 469.175, Subdivision 4 of the Act requires that any increase in the amount of bonded indebtedness identified in the TIF Plan requires a modification to the TIF Plan after notice and hearing as in the case of the adoption of the original TIF Plan. The HRA has presented to the City a document entitled "Bass Lake Road - Becker Park Tax Increment Financing Plan - Modification No. 1", dated September 10, 1987, (Modification No. 1), which document has been reviewed by the City and is now on file with the Clerk.

1.05. The City Council has this day conducted a public hearing on Modification No. 1 after duly published notice and written notice as required by the Act.

Section 2. Approvals: Authorizations.

2.01. Modification No. 1 is approved.

2.02. The Clerk is authorized and directed to transmit a certified copy of this resolution to the Minnesota Department of Trade and Economic Development.

2.03. The Council hereby restates and reaffirms the text of Resolution No. 83-46, of August 16, 1983, which approved the TIF Plan and established the TIF District, particularly the findings contained in Section 3 of Resolution 83-46.

Mayor

Attest:

Clerk

C11:0011RE01.F16

EXHIBIT A

TABLE 3

Estimated Project Costs
(In Thousands of Dollars)

	<u>Cost</u>
Becker Park Area Development	
Douglas Drive Realignment	\$ 357
Park Development	948
Site Acquisition and Preparation	<u>6,124</u>
Subtotal	7,429
Bass Lake Road Revitalization Area Development	
Parking Lots Development	\$ 220
Site Acquisition and Preparation	<u>813</u>
Subtotal	1,033
Area-Wide Public Improvements	
Bass Lake Road Improvement	\$ 683
Commercial Area Improvements	
Street Landscaping & Lighting	926
Entrance Monuments	<u>101</u>
Subtotal	1,027
Financing Costs	
Bond Fees	\$ 200
Capitalized Interest	<u>1,483</u>
Subtotal	1,783
Total	\$11,855

Sources: BRW, City of Crystal, James B. McComb & Associates,
Von Klug & Associates, Inc.; May 1983.

Total project costs for the Becker Park area are estimated at \$7.4 million and include reconstruction of Becker Park as illustrated on Figure 3, Illustrative Site Plan. The site acquisition budget includes funds expended to date for the purchase of Parcels 61 and 65 at the south end of Douglas Drive. Project costs for the revitalization area north of Bass Lake Road are estimated at \$1.0 million. Reconstruction of Bass Lake Road is projected at \$683,000, and street landscaping, lighting and entrance monuments are estimated to cost \$1.0 million.

Project costs by eligible budgetary line items are summarized in Table 4. The cost of acquiring all privately-held land within the redevelopment area would total \$6,937,000, including acquisition of real estate, relocation benefits, acquisition of fixtures, other costs including relocation of billboards and compensation to owners of rental realty, demolition, contingency allowance and administration. The assumptions used to develop Table 4 are also contained in Appendix B at the end of this report.

TABLE 4

Project Costs by Budgetary Line Items
(In Thousands of Dollars)

	<u>Cost</u>
Acquisition	\$ 4,981
Relocation	650
Fixtures Acquisition	516
Other Costs	145
Demolition	197
Contingency	224
Administration	224
Public Improvements	903
Street Relocation	137
Utility Relocation	220
Parking Lots	926
Landscaping, etc.	101
Entrance Monuments	948
Becker Park	200
Bond Fees	1,483
Capitalized Interest	
Total Costs	\$11,855

Sources: BRW, City of Crystal, James B. McComb & Associates, Von Klug & Associates, Inc.; May 1983.

Assessed Values

The Estimated Assessor's Market Value for all new development in the study area total \$28.1 million as shown in Table 5, "Estimated Assessor's Value for New Development." The value of the new development is anticipated to generate \$7,488,000 in new assessed value for the district. As was noted earlier, these assessed values reflect increases in construction costs over the phased development period. The assumptions used for Table 5 are contained in Appendix C.

TABLE 5

Estimated Assessor's Value for New Development
(In Thousands of Dollars)

<u>Year</u> <u>Property</u> <u>Assessed</u>	<u>Component</u>	<u>Estimated</u> <u>Market</u> <u>Value</u>	<u>Assessed</u> <u>Value</u>
1985	Elderly Housing	\$ 3,465	\$ 604
	Anderson Floral	849	365
	A.C. Carlson	493	212
	Subtotal	<u>4,807</u>	<u>1,181</u>
1986	Retail Center (85%)	\$ 2,652	\$ 1,141
	Office (85%)	1,326	571
	Townhouse - Phase I	1,574	375
	Subtotal	<u>5,552</u>	<u>2,087</u>
1987	Condominiums- Phase I	\$ 7,296	\$ 1,613
	Townhouse - Phase II	1,653	381
	Retail Center (15%)	468	201
	Office (15%)	234	101
	Subtotal	<u>9,651</u>	<u>2,296</u>
1988	Condominium- Phase II	\$ 7,664	\$ 1,723
	Revitalization Area	468	201
	Subtotal	<u>8,132</u>	<u>1,924</u>
Total		\$28,142	\$ 7,488

Source: James B. McComb & Associates.

Revenue Sources

The primary revenue source for the Bass Lake Road/Becker Park Redevelopment Program will be bond funds supported by Tax Increment Financing. Table 6 presents the calculations for tax increment generation and bond support. The values shown in Table 6 represent the increase due to new development and increases in other assessed values as of 1989. The full increase of values due to the redevelopment program would not be achieved until 1989.

TABLE 6

Tax Increment Generation and Bond Support
(In Thousands of Dollars)

Existing Assessed Value	\$ 8,255
Add: New Development	7,488
Increase in New Development Values	317
Increase in Balance of District	1,296
Less: Demolitions	<u>(1,271)</u>
Total Projected Assessed Value	16,085
Less: Current Assessed Value	<u>(8,255)</u>
Captured Assessed Value	7,830
Tax Increment @ 102.7 Mills	\$ 804
Bond Support @ 9% Interest 20-Year Term, 16-Year Amortization	<u>\$ 6,800</u>

Source: James B. McComb & Associates, May 1983.

The existing assessed value (based on 1982 assessed values, payable 1983) of the proposed tax increment district is approximately \$8,255,000 as shown in Table 6. Property with an estimated assessed value of \$1,271,000 would be removed to implement the selected development program. The incremental assessed value above the base value would be comprised of three components. The major component would be the assessed value of the new development as shown in Table 5. Other components include the increase in new development values from 1984 to 1989 and the increase in assessed values for the balance of the district during that same period. It was assumed for this analysis that the assessed values would increase by 3 percent per year. The captured assessed value in 1989 would be \$7,830,000, generating a tax increment of \$804,000.

The bond support calculations shown in Table 6 were based on an anticipated interest rate of 9 percent for a 20-year bond. The bond terms would include four years of interest-only payments with the bond amortized over the remaining 16 years. Under these terms, the tax increment would result in support for a bond issue of approximately \$6.8 million.

In addition to the tax increment generated by new developments, other sources of funds have been identified as shown in Table 7. The City of Crystal anticipates using Community Development Block Grant (CDBG) funds, Federal Revenue Sharing funds, and Municipal State-Aid Roadway funds for specific public improvements. The State-Aid funds will be used to widen Bass Lake Road, relocate Douglas Drive, and acquire properties on the south side of Bass Lake road for extended right-of-way. Special assessments would be collected from benefitting property owners for public improvements such as lighting and landscaping along West Broadway, Bass Lake Road, and Douglas Drive.

TABLE 7

Sources of Funds

Land Sales:		
Housing	\$2.00 per square foot	\$ 518
Commercial	\$3.00 per square foot	930
Tax Increment Bond		6,800
Community Development Block Grants		680
Federal Revenue Sharing		160
Municipal State-Aid Roadway Fund		1,740
Special Assessments		<u>1,027</u>
Total Funds		\$11,855

Land sale proceeds for the selected development program are projected at \$518,000 for the condominium housing site and \$930,000 for the office and retail land sales. The elderly housing site is not expected to generate any land sales income, in accordance with current negotiations for City assistance through a land writedown on the site.

A schedule of annual project cost expenditures from each source is outlined in Table 8. Expenditures are scheduled from 1984 through 1986 for public improvements. As shown in Table 8, the public improvements for 1984 will be financed through CDBG funds, Federal Revenue Sharing funds, land sale income, and tax increment funds. The tax increment bond sale would be scheduled for the first half of 1984, with the first scheduled payment occurring in the last half of the year.

There are other sources of funding by which the City of Crystal may assist private development which would not draw upon the tax increment cash flow. One of these is tax-exempt revenue bonding. The City would review such requests for financing on a case-by-case basis according to its established policies and the advice of its bond counsel.

Tax Increment Cash Flow

Based on the schedule of increased assessed values from the phased development as shown in Table 5, and the source and use of funds presented in Table 8, a tax increment cash flow projection was prepared. Table 9 presents the assessed value of the new development and the tax increment generated by the increased assessed value. The tax increment shown for each year in Table 9 is carried over into Table 10. The assumptions for both tables are presented in Appendix D.

TABLE 8

Source and Use of Funds
(In Thousands of Dollars)

Year	Item	Cost	Source			
			Tax Increment	CDBG & FRS	Minnesota State Aid	Land Sales
1983	Acquisition to Date	\$ 511		\$ 511		
1984	Acquisitions:					
	Anderson Floral	143		143		
	Retail Site	3,286	\$ 1,720	186	\$ 450	\$ 930
	Bungalow	777	377		400	
	Bond Fees	200	200			
	Relocate Douglas Drive	357			357	
1985	Widen Bass Lake Road	683	150		533	
	Landscaping and Lighting	926				
	Acquisition:					
	No. of Bass Lake Road	813	813			
	Douglas Drive	1,407	1,407			
	Parking Lot Construction	220	220			
1986	Entrance Monuments	101				
	Relocate Becker Park	948	430			518
1984-88	Capitalized Interest	<u>1,483</u>	<u>1,483</u>	<u> </u>	<u> </u>	<u> </u>
	Total	\$11,855	\$ 6,800	\$ 840	\$ 1,740	\$ 1,448
						\$ 1,027

Source: James B. McComb & Associates.

CRYSTAL TIF REVISED BUDGET

November 7, 1984

Expenditure	Crystal Gallery Retail	Elderly High Rise Housing	Multi-Family Housing	Public Parking	Becker Park Redevelopment	Street Improvements and Landscaping	Trunk Storm Sewer	Fire Station	Total
Land Acquisition	\$1,955,254(1)	\$ 210,000	\$712,500	\$ 813,000	\$1,671,960(2)	\$	\$	\$100,000	\$5,462,714
Relocation Assistance	242,280			99,800	241,900				583,980
Building Demolition				75,000	75,000				150,000
Construction				114,983	885,950	1,213,322	107,325	580,000	2,901,580(3)
Engineering/Legal/Administrative	42,700	700	700	20,150	175,972	234,750	23,167	30,200	528,339
Total	\$2,240,234	\$ 210,700	\$713,200	\$1,122,933	\$3,050,782	\$1,448,072	\$130,492	\$710,200	\$9,626,613
Revenue/Funding									
Sale of Land - Fixtures	\$ 910,000	\$ 151,588	\$ 80,000	\$ 150,000(4)	\$	\$	\$	\$	\$1,291,588
CDBG Grant		210,000	300,000		82,088			100,000	692,088
Federal Revenue					342,033				342,033
PIR - City Funds					219,800			610,200	1,030,000
Municipal State-Aid						930,760(5)			930,768
Special Assessments						178,484			178,484
Hennepin County						338,820			338,820
MN/DOT Funds									
Future Assessments									
Total	\$ 910,000	\$ 361,588	\$380,000	\$ 150,000	\$ 643,921	\$1,448,072	\$130,492(6)	\$710,200	\$4,934,273
Funding Shortage	\$1,330,234	\$(150,888)	\$333,200	\$ 972,933	\$2,406,861	\$ 0	\$ 0	\$ 0	\$4,692,340(7)

(1) Represents \$42,000 reduction based on total land acquired to date.

(2) Represents total of additional \$58,000 of reduction for all other land acquisition.

(3) Represents reduced total for engineering, legal and administrative costs. An original total of \$1,125,222 for this category was also reduced by \$450,000 for interest costs during project implementation, which amount may be added back if funding permits.

(4) Represents \$25,000 in fixture sales and \$125,000 for additional land to be sold.

(5) MSA funds arbitrarily reduced to equal reduced project costs.

(6) Assessments reduced to equal reduced project costs.

(7) Represents net funding deficiency to which must be added capitalized interest.

Prepared By: SPRINGSTED Incorporated
7 November 1984

EXHIBIT B

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
Less: Interest Writedown

\$2,056,809
(240,000)

Subtotal
Add: Costs of Issuance
Bond Discount

\$1,816,809
19,531
33,660

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 PROJECTION

SCHEDULE B

PREPARED 09/10/87
BY SPRINGSTED INCORPORATED

LEVY COL. MAT. YEAR YEAR 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 (10,327)(c)
1984 1985 1986	1,164,522	0	0	0	0	1,164,522	128,097	0	128,097	0	128,097	0		0
1985 1986 1987	2,952,802	0	0	0	0	2,952,802	324,808	0	0 (a)	255,856	0		266,183 (b)	99,984
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	209,294		137,672
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	224,935		168,845
1988 1989 1990	2,567,204	272,650	0	1,498,107	1,803,332	8,141,293	675,542	19,176	694,718	438,610	256,108	219,685		298,390
1989 1990 1991	2,567,204	272,650	782,000	1,498,107	1,877,958	8,997,919	769,771	18,069	787,840	438,610	349,230	214,185		332,180
1990 1991 1992	2,567,204	272,650	782,000	1,498,107	1,967,509	7,087,470	779,622	18,963	798,585	548,610	247,975	158,485		337,933
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	155,535		343,779
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	152,485		341,175
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	149,360		337,448
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	148,160		329,312
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	142,910		323,124
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	139,610		329,005
1997 1998 1999	2,567,204	272,650	782,000	1,603,910	1,972,000	7,197,784	791,754	0	791,754	646,263	145,491	138,260		323,872
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	132,860		336,687
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	129,410		369,637
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	125,910		354,958
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	122,360		375,327
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	188,760		392,508
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	260,000		401,062
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	245,200		486,187
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	230,200		847,253
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	215,200		1,313,443
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			
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.

M E M O R A N D U M

TO: John A. Olson, Acting City Manager
FROM: Mary E. Fandrey, Public Health Sanitarian
RE: Private Kennel Inspection, 3110 Jersey North
DATE: September 3, 1987

On September 2, 1987, I performed a private kennel inspection at 3110 Jersey Avenue North, the residence of Gail Towers.

There are three (3) animals kept at this address:

1. A domestic medium hair cat
2. An orange and white spayed cocker spaniel, 2 1/2 years old.
3. A blue roan spayed cocker spaniel 1 1/2 years old.

All three (3) animals are current with the required rabies vaccinations.

Ms. Towers' backyard, where the dogs run outside, is completely fenced in with a privacy fence. The yard is meticulously kept and dog feces are removed from the yard daily, placed in a covered container and taken away during the weekly garbage pick-up.

All dog food is kept in plastic pails with covers and off the floor.

The dogs are kept indoors, except when the owner is home and lets them run in the fenced backyard.

Ms. Towers is a Humane Society Animal Cruelty investigator for Hennepin County and obviously cares well for her animals.

The Police check revealed no offenses against Ms. Towers and I recommend approval of the license.

MEF:jt
Encl.

APPLICATION FOR LICENSE

4141 Douglas Drive, Crystal, Minnesota 55422

36269
\$27.50

HONORABLE CITY COUNCIL
CRYSTAL, MINNESOTA

COUNCILMEMBERS:

I
WE Gail Towers
3110 Jersey Avenue North
Crystal, MN 55427

Fee, \$ 27.50
New XX Renewal
Telephone 546-4837

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

Gail Towers hereby make application to
operate a Private Kennel at 3110 Jersey Avenue North
for the period through December 31, 1987 subject to all
conditions and provisions of said Ordinance.

City Use Only

GAIL TOWERS
Print Name of Applicant

X. Gail Towers
Signature of Applicant

CITY OF CRYSTAL
4141 Douglas Drive
Crystal, Minnesota 55422

APPLICATION FOR KENNEL LICENSE

1. Applicant's Name Gail Towers
2. Applicant's Address 3110 Jersey Avenue North
Crystal, MN 55427
3. Applicant's Telephone Number 546-4837
4. Kennel Name - - - - -
5. Kennel Address 3110 Jersey Avenue North
6. Kennel Telephone Number 546-4837 Business #
7. Type of Kennel (Check one): Commercial Private XX
8. Zoning Classification of Land residential
9. Adjacent Property Uses: North Residential 3118 Jersey N.
East " 3117 + 3109 Idaho N.
South " 3102 Jersey Av. N.
West " 3109 + 3117 Jersey N.
10. Nature and/or extent of kennel operation including number of animals on the premise 2 dogs and one cat / Simply for
Companionship. I obedience train the dogs as a hobby.
All animals are spayed.
11. Kennel Layout and Construction None needed. Dogs and cat
live in house. Privacy fenced back yard 6' high.
12. If Private Kennel, provide copies of rabies certificates for both dogs and/or cats and Crystal license numbers for dogs.
See attached copy.
13. APPLICANT'S SIGNATURE Gail Towers DATE 8-25-87

It is agreed that we, the undersigned, consent to the residence at 3110 Jersey Avenue North, Crystal, Minnesota, having 3 or more animals in their home (no more than 5 animals).

NAME	ADDRESS	PHONE
Bucky Anderson	3117 Jersey Ave N.	546-1181
Jan M. Campbell	3109 Jersey No	545-1871
Gerard French	3102 Jersey Ave	545-2938
Mary C. Hogan	3117 Idaho Ave N	545-3212
Eiji Ikeda	3109 Idaho Ave. N	542-9670
Jawell B. Schaffer	3118 Jersey Av. N.	544-9060

CITY OF CRYSTAL CLERK'S OFFICE

License No. 492

THIS IS TO CERTIFY
 THAT Mail Towers CRYSTAL, MINNESOTA 12-18 1984
 RESIDING AT 3110 Jersey Ave
 TELEPHONE NO. 546-4837 DATE OF RABIES VACCINATION 4/7 1984
 HAS REGISTERED IN THE CITY CLERKS OFFICE A ☒ Spayed ☐ Neutered ☐ Other DOG
 NAME Eucha COLOR Orange/White BREED Eng. Cocker
 AND HAS PAID THE LICENSE ON SAID DOG FOR THE YEAR ENDING 4/88
 NEW LICENSE 1 CRYSTAL CITY CLERK
 DUPLICATE LICENSE _____ BY [Signature]

NOT TRANSFERABLE

CITY OF CRYSTAL CLERK'S OFFICE

License No. 491

THIS IS TO CERTIFY
 THAT Mail Towers CRYSTAL, MINNESOTA 12-18 1984
 RESIDING AT 3110 Jersey Ave
 TELEPHONE NO. 546-4837 DATE OF RABIES VACCINATION 4/14 1986
 HAS REGISTERED IN THE CITY CLERKS OFFICE A ☒ Spayed ☐ Neutered ☐ Other DOG
 NAME Mupia COLOR Blue Roan BREED Eng. Cocker
 AND HAS PAID THE LICENSE ON SAID DOG FOR THE YEAR ENDING 4/87
 NEW LICENSE X CRYSTAL CITY CLERK
 DUPLICATE LICENSE _____ BY [Signature]

NOT TRANSFERABLE

Owner Mail Towers Date 4/24/87
 Address 3110 Jersey Ave Phone 546-4837
Crystal Mn 55437
CERTIFICATE OF VACCINATION
 This is to certify that on this date I have vaccinated
 the described below against:

Name Kitty Sex 1/5
 Color & Markings Tabby
 Breed DMH Age 3 1/2 Weight 14
 Vaccination [Signature] Trial No. 1 Veterinarian
 Next Appointment

Owner Mail Towers Date 4/24/87
 Address 3110 Jersey Ave Phone 546-4837
Crystal Mn 55437
CERTIFICATE OF VACCINATION
 This is to certify that on this date I have vaccinated
 the described below against:

Name Py Sex 1/5
 Color & Markings Blue Roan
 Breed Eng Cocker Age 3 1/2 Weight 24 lbs
 Vaccination [Signature] Trial No. 3 Veterinarian
 Next Appointment

Owner WILE LOWERS Date 7/1/86
 Address 631 Ridge Ave S Phone 545-1205
St. Louis Park, MN 55426
CERTIFICATE OF VACCINATION
 This is to certify that on this date I have vaccinated
 the described below against:

Name Eureka Sex F
 Color & Markings Orange/White
 Breed Eng. Cocker Age 1 1/2 Weight 24 lbs
 Vaccination [Signature] Trial No. 1 Veterinarian
 Next Appointment

NORDEN

Canine
☒ Distemper
☒ Canine
☒ Distemper/Measles
☒ Lepo C-1
☒ Hepatitis (CAV-2)
☒ Canine
☒ Parvovirus
☒ Bordetella
☒ Canine Rabies
☒ Parvovirus
☒ F. Rhinotracheitis
☒ Calicivirus
☒ Canine Rabies
☒ Other Parv

NORDEN

Canine
☒ Distemper
☒ Canine
☒ Distemper/Measles
☒ Lepo C-1
☒ Hepatitis (CAV-2)
☒ Canine
☒ Parvovirus
☒ Bordetella
☒ Canine Rabies
☒ Parvovirus
☒ F. Rhinotracheitis
☒ Calicivirus
☒ Canine Rabies
☒ Other Parv

NORDEN

Canine
☒ Distemper
☒ Canine
☒ Distemper/Measles
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☒ Canine
☒ Parvovirus
☒ Bordetella
☒ Canine Rabies
☒ Parvovirus
☒ F. Rhinotracheitis
☒ Calicivirus
☒ Canine Rabies
☒ Other Parv

September 25, 1987

Gail Towers
3110 Jersey Avenue North
Crystal, MN 55427

Dear Ms. Towers:

This letter is being sent to inform you that your request for a Private Kennel license at your address, 3110 Jersey Avenue North, Crystal, Minnesota, will be considered by the Crystal City Council on October 6, 1987, Tuesday.

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

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 NEIGHBORS:

Becky Anderson, 3117 Jersey
Joan Campbell, 3109 Jersey
Bernie Frerichs 3102 Jersey
Mary Hogan 3117 Idaho
Lowell Beihoffer, 3118 Jersey
Ikida Eiji, 3109 Idaho

September 25, 1987

Becky Anderson
3117 Jersey Avenue North
Crystall, MN 55427

Dear Ms. Anderson:

This letter is being sent to inform you that the Crystal City Council will be considering the application for a Private Kennel license at 3110 Jersey Avenue North, Crystal, Minnesota. The meeting will be held on Tuesday, October 6, 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, 1 cat 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,

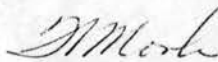
Mary E. Fandrey
Public Health Sanitarian
Crystal, Brooklyn Center,
Brooklyn Park Health Department

MEF:jt

TO: John A. Olson, Acting City Manager
FROM: Bill Monk, City Engineer
DATE: September 30, 1987
RE: Stop Sign Petition

Sight distance is very limited at the intersection of 60th and Jersey Avenues due to the location of evergreen trees on several of the corners. Although some tree trimming and removal might improve the situation, the restrictions to sight distance would not be adequately eliminated. For that reason, it is recommended that stop signs be placed on Jersey Avenue at its intersection with 60th Avenue. This two-way stop arrangement should provide adequate traffic control while working well with existing signage in the area.

A map noting the location of property owners who signed the petition and the placement of signage in the immediate area is attached to assist in review of this item.



WM:jrs

Encls

September 16, 1987

Mr. Bill Monk
CITY OF CRYSTAL
4141 Douglas Drive
Crystal, MN 55422

Dear Mr. Monk,

A few weeks ago I called you regarding stop signs for our neighborhood. I have since typed up a petition and had the residents in this area sign it. I have lived in this neighborhood for 10 years and have seen many accidents and near-accidents happen at the intersection of 60th and Jersey Ave. But after talking with some of the neighbors that have lived here longer, I have learned that there have been more than I thought. And that this intersection has always been a problem because of the tree near the corner. I can't believe nothing has ever been done to solve this. In the petition I have stated a two-way stop sign is needed. Some residents feel a four-way stop sign is needed and some feel that the tree on the corner lot should be removed. In any case we all feel something needs to be done.

Could you please let me know when this issue will be brought before the city council so that we might be able to attend the meeting.

I appreciate the time and assistance you have given me concerning this matter.

Thank You

Sincerely,

Wanda Sanvik
5943 Jersey Ave. N.
Crystal, MN 55428
537-5121 or
944-9112

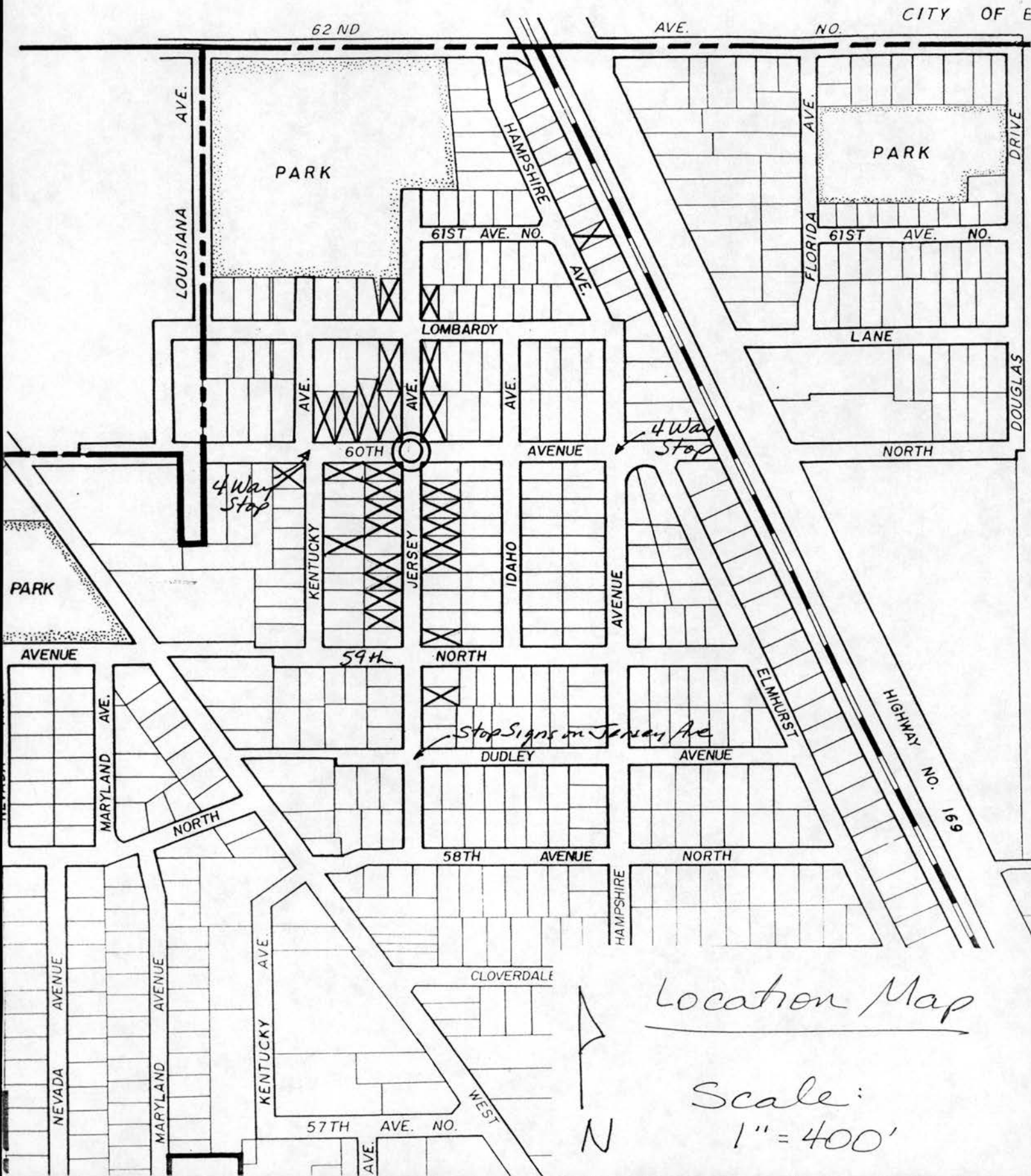
September 2, 1987

STOP SIGN PETITION

On the evening of September 1, 1987, a woman was injured in an automobile accident that occurred at 60th and Jersey Ave. in Crystal. We, the residents of this neighborhood, are requesting the city to place stop signs at this intersection. We would like a two-way stop with the signs placed on Jersey Ave., leaving 60th open, as there is a stop sign one block further on 60th and Kentucky. There is a tree on the corner of 60th and Jersey that obscures vision of traffic on 60th. There have been several accidents at this same intersection every year that could have been prevented if there had been stop signs. We feel a two-way stop is greatly needed to prevent any further accidents from happening to our children, other pedestrians and motorists.

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>
1) Wanda Samuk	5943 N. "	537-5121
2) Cedeliza Pope	5942 " "	535 6478
3) Pat Pozola	5936 " "	537-5094
4) Pearl Hennung	5930 " "	533-4145
5) Emily Edd	5949 Jersey Ave	535-2558
6) Gregory A. Johnson	5955 Jersey Ave N.	537-1913
7) Marisa Johnson	5955 Jersey	537-1913
8) Martin L. House	5948 Jersey	535-3074
9) Alex Joseph	6820-60th Ave N.	537 5104
10) Mark Curtis	6904 60th N	537.9048
11) Harry Lee Olsen	6905 Lombard Lane	537-2860
12) Kim Olsen	6905 " "	537-2860
13) Sandy Olsen	6905 Lombard, Lane	537-2860
14) Jerry Thomas	6819 Lombard, Lane	535 6067
15) Julie Thomas	" "	" "
16) Katrine A. Paulson	6034 Jersey Ave N.	535-3758
17) Dorien Lindgren	6033 Jersey Ave N	536-P852

	NAME	ADDRESS	PHONE
18)	Richie Cortes	6904-60 th ave. N.	537-9048
19)	Nola Kemp	5937 Jersey Ave. N.	533-5053
20)	Rita Stuck	5937 Jersey Ave. N.	533-5053
21)	Inge Lysen	5925 Jersey Ave. N.	535-1566
22)	Paul Lysen	5925 Jersey Ave. N.	535-1566
23)	Elise C. Anderson	5919 Jersey Ave. N.	537-4852
24)	Charles Elstad	5913 Jersey Ave. N.	535-4545
25)	Barbara Elstad	5913 Jersey Ave. N.	535-4545
26)	Glenn Bunnell	5907 Jersey Ave. N.	533-9960
27)	Chris Small	5900 Jersey Ave. N.	533-6232
28)	Elmer Holstrom	5924 Jersey Ave. N.	535 1034
29)	John Small	5924 Jersey Ave. N.	535-1034
30)	Don Saunders	6928 60 th Ave	5337396
31)	Janell Saunders	" " "	" "
32)	Sheryl Linkema	6912 60 th Ave	535-3041
33)	Scott Antena	6912 60 th Ave.	535-3041
34)	Dorothy Warm	5954 Kentucky N.	537-4715
35)	Harvey N. Olson	5955 Kentucky	535 3114
36)	Sharon Nelson	5955 Kentucky	535 3114
37)	Edna Sings	6928 Kentucky,	535-7483
	Frank Oye	6050 Hampshire N.	537-6303
	Karen Argo	5930 Kentucky Ave	535-2455
	Clifton Rott	5844 Jersey	533 4035



Location Map


Scale:
1" = 400'

TO: John A. Olson, Acting City Manager
FROM: Bill Monk, City Engineer
DATE: October 1, 1987
RE: Stop Sign Petition

As noted in the attachments, a petition has been received requesting installation of a four-way stop at the intersection of Louisiana and 48th Avenues. Although there are some minor sight distance obstructions in the immediate area, the intent appears to be control of thru traffic movements and concern for pedestrian/vehicular conflicts given the proximity of the elementary school.

Given the size of residential area served by local streets in this section of town and the capacity of Fairview Avenue to accommodate thru movements between New Hope and Crystal, overall traffic movements throughout the area are undoubtedly considerable during peak hours. It is in such conditions that regulatory signs can and should be used to control the flow of traffic by minimizing conflicts. However, this office suggests use of four-way stop setups only at locations where the number of intersecting and turning conflicts exceeds the number an intersection can safely handle. In this particular situation, I feel a two-way stop on 48th will adequately address traffic control to the point of rendering the intersection safe for both vehicular and pedestrian traffic although some enforcement of speed limits may well still be required.

Should a four-way stop be considered, it is recommended a more area-wide approach be taken in terms of reviewing existing signage and traffic patterns. Again, based on the petition, a two-way stop setup on 48th Avenue at Louisiana is recommended.


WM:jrs

Encls

We, the undersigned, petition for a four-way stop sign to be established at the corner of 48th and Louisiana Avenue North. The corner is adjacent to an elementary school, and has been the site of numerous minor collisions.

Name	Address	Date
* Wayne Thomas	4807 Jersey Ave	9-8-87
Margo Hammerstad	4825 Kentucky Ave N	9-8-87
Diane Matushak	4749 Louisiana Ave N.	9-8-87
Mary Betlach	5325 Georgia Ave N	9-8-87
Theresa Cutler	4614 Louisiana Ave N	9/8/87
Robert Olsen	6800 47 th Ave N.	9/8/87
Laris Valtz	4806 Louisiana Ave N.	9/10/87
Karen Valtz	4806 Louisiana Ave. N	9/10/87
Paris Thayer	4824 Louisiana Ave N.	9/10/87
Bessie Bulow	4832 Louisiana Ave N	9/10/87
Brian W. Latham	4840 Louisiana Ave No	9/10/87
Harley Mead	4848 LOUISIANA No.	9/10/87
Jessie Hagedorn	4856 LOUISIANA No.	9/10/87
Karen Foster	4817 Louisiana Ave No	9/11/87
Suzanne Foster	4817 Louisiana Ave No	9/11/87
Brian Johnson	4809 LOUISIANA AVE No	9/11/87
Thomas L. Lapham	4757 Louisiana Ave No	9/11/87
Howard L. Lapham	4806 Jersey Ave No	9/11/87

Name	Address	Date
Leon Matushale	4749 Louisiana Ave	9-11-87
Andy Carlson	4717 Louisiana N.	9-11-87
Jim A. Matushale	4701 LOUISIANA AVE NO	9-11-87
Mary Koenig	4709 Louisiana No	9-11-87
Mary Carter	4800 Louisiana Ave IV	9-11-87
Don B. [unclear]	4801 Kentucky Av	9-11-87
Bob Carlson	4800 Kentucky Av	9-11-87
Craig R. Lewis	4801 Louisiana No.	9-11-87
Jean M. Lewis	4801 Louisiana Ave. N.	9-11-87
Mary E. Erickson	4800 Jersey Ave N	9-11-87
Donald A. Smith	4801 Jersey Ave N.	9-11-87
Marian S. Comelini	4806 Jersey Ave No.	9-12-87
Victor D. Round	4812 Jersey Ave N.	9-12-87
KEVIN SCOTT WEDLUND	4818 JERSEY AVE NO	9-12-87
Janice Peeri	4813 Jersey No.	9-12-87
Mary Jo Thomas	4807 Jersey Ave No	9-12-87
Patricia A. Swanson	4812 Kentucky Ave N.	9-16-87
John M. [unclear]	4812 Kentucky Ave N	9-16-87

Name

Address

Date

Betty L. Olson

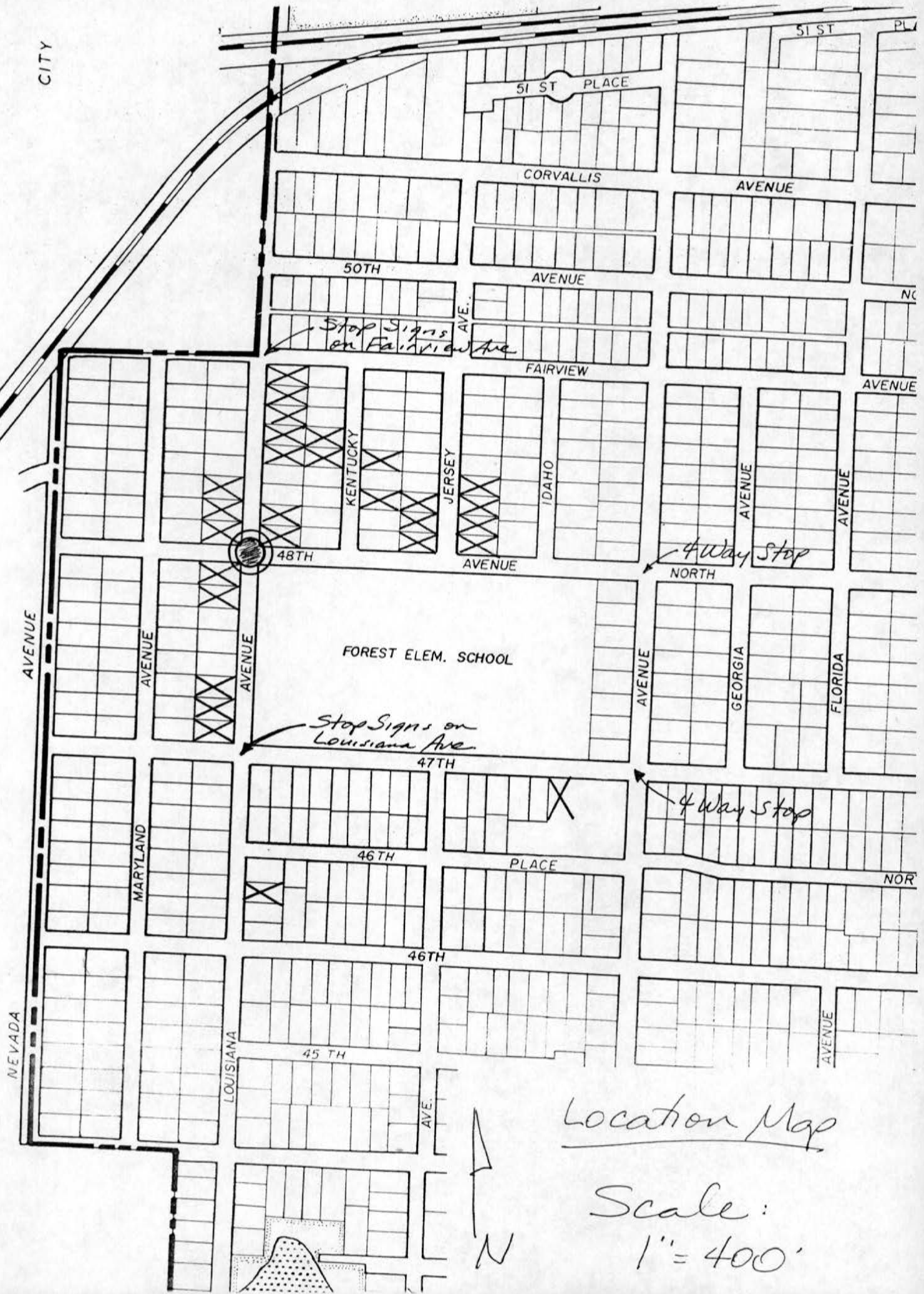
4824 Kentucky No.

Sept. 16-87

Jo Wallberg

4833 Kentucky N.

9-16-87



Location Map

Scale:
1" = 400'

TO: John A. Olson, Acting City Manager
FROM: Bill Monk, City Engineer
DATE: September 30, 1987
RE: Stop Sign Request

Obstructions, in the form of evergreen trees and a solid wood fence, reduce sight distance in several directions at the intersection of 46th and Colorado Avenues. Since there appears little the City can do about the obstructions, it is recommended stop signs be placed on Colorado Avenue to provide proper traffic control at this intersection consistent with the attached petition. Placement of the two-way stop signs as recommended appears to work relatively well in terms of existing signage as noted on the attached map. The properties involved with the petition are also noted on the map to assist with review of this item.



WM:jrs

Encls

City of Crystal

Street/Traffic Department

Re: Traffic control at 46th and Colorado Ave. No.

We, the undersigned, believe that heavy traffic at the busy, uncontrolled intersection of 46th and Colorado Ave. No. presents a serious hazard to motorists and residents of the area. We request that the city install traffic control signs at this intersection.

- X
1. J.W. Stewart
4600 Colorado No.
 2. Kay D. Niedetzky
4600 Colorado No.
 3. Mr. & Mrs. Leonard Keffel
4602 Colorado Ave.
 4. Kenneth L. Payne
4622 Colorado Ave. No.
 5. Robert L. Yackel
4623 Colorado No.
 6. Robert C. Hasselstrom
4601 Colorado Ave. No.
 7. Daniel Dwyer
4607 Colorado Ave.
 8. Dan Rainbolt
4616 Colorado Ave. N.
 9. Mary L. Bangen
4639 Colorado Ave. N.
 10. David A. Neuman
4629 Colorado Ave. No.
Crystal Mn. 55422
 11. Lori + Dennis Breen
4617 Colorado Ave. N.
Crystal, Mn 55422
 12. Barb Racheford
4552 Colorado Ave. N.
Crystal, Mn 55422
 13. Familie Naumkin
4611 Colorado Ave. No.
Crystal, Mn. 55422
 14. Bev Hester
4645 Colorado Ave. No.
Crystal, Mn. 55422
 15. Jim Lester
" "
 16. Mr & Mrs Burne Anderson
4547 Colorado Ave. N.
 17. Robert E. Bullock
4533 Colorado Ave. No.
 18. Pat Bobleter
4533 Colorado No.

REC'D. 9-9-87



Submitted 9-18-87.

Proposal for Neighborhood Recycling Center.
Proposal submitted by Elmer Carlson.

BACKGROUND:

Hennepin County has directed its municipalities to recycle 16% of all solid waste by 1990. The City of Crystal has been awarded \$10,000 by Metropolitan Council to implement various recycling programs.

WHAT DO WE PLAN TO DO?

We are currently recycling cans and will expand to newspapers on October 15th. We estimate that we can recycle 400 tons of newspaper and 20 tons of cans a year. We plan to put in two, green, new dumpsters for newspaper and add a filling chute for cans at our 45th and Florida location (parking lot for the Church of the Open Door). The self-service site will remain open for public use 24-hours a day.

PLANS TO PROMOTE OUR RECYCLING CENTER:

1. Announcements during church services.
2. Inserts in church bulletin.
3. Flyers at least three times in the neighborhood of 2nd & 3rd Wards.
4. Mentioned in the City newsletter and to be designated as a recycling center.
5. Have a sign (professionally made) at the location.
6. Advertise in the Post.
7. Advertise the location in the Shopper.
8. Word-of-mouth, as the proceeds will be used for Youth Programs.

IMMEDIATE NEEDS:

We need \$500 to cover the cost of the start up and advertising campaign.

BENEFITS TO THE CITY:

1. Help meet the 16% requirement for recycling.
2. We will report recycling tonnages to the recycling coordinator on a quarterly bases.
3. A location for a recycling center.
4. A neighborhood service.

BENEFITS FOR THE CHURCH OF THE OPEN DOOR:

1. Revenues raised from the sale of paper and cans should net about \$3,500 the first year. This will go to the Youth Program to lower the cost of their programs.

SUMMARY:

Open Door Youth Neighborhood Recycling Center offers a lot of benefits to all concerned. It would be a wise investment to the City to invest \$500 to help kick it off.

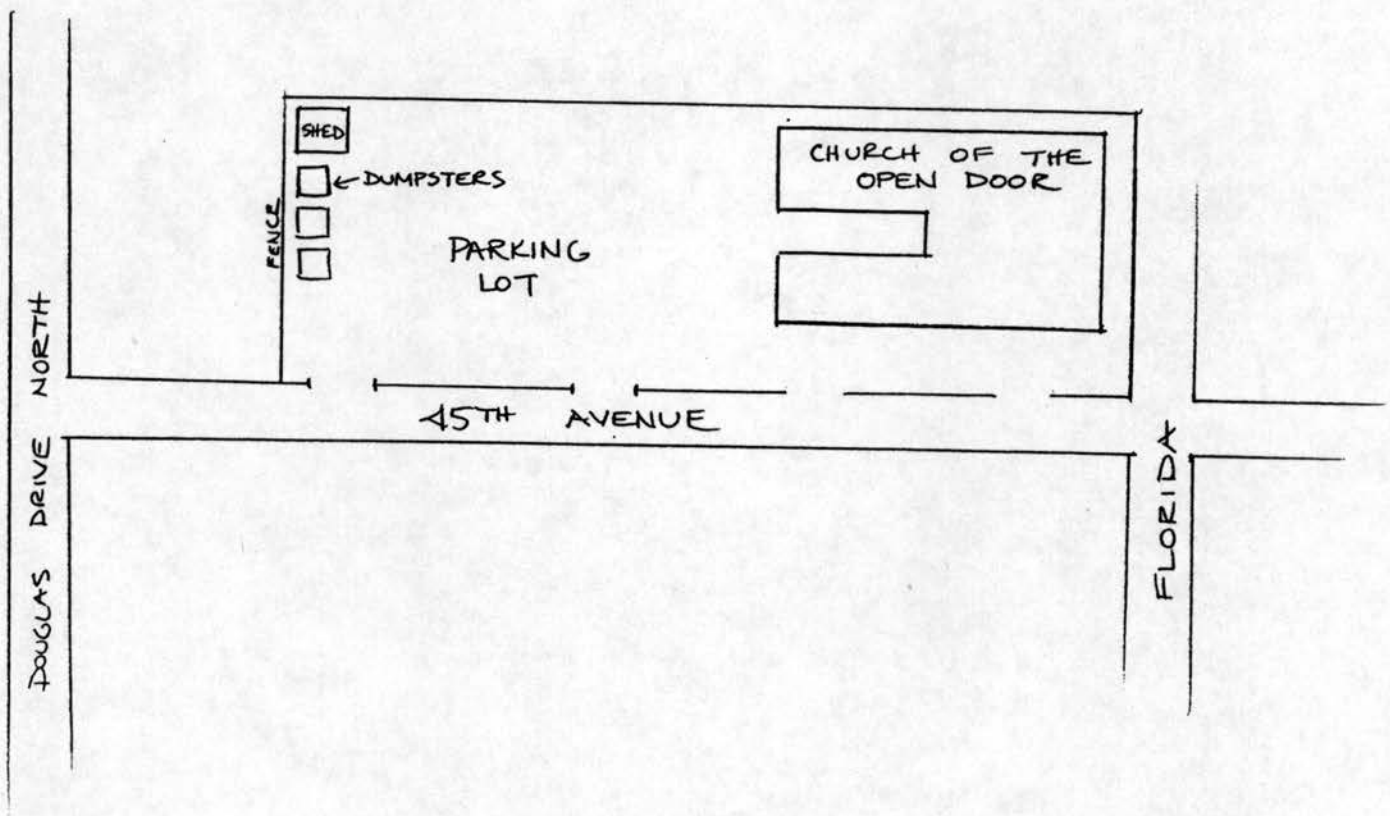
Persons in charge:

Elmer Carlson	535-0865
Steve Hanson	537-4495

PROPOSED NEIGHBORHOOD RECYCLING CENTER

CHURCH OF THE OPEN DOOR

6421 45th Av. N.



September 28, 1987

TO: Mayor & City Councilmembers
FROM: John A. Olson, Acting City Manager
RE: Changes in the 1988 Budget Proposal

Based on comments that were made at the Work Session on the 1988 Budget, I have made the following suggested changes for your consideration at the Public Hearing on October 6. These changes reflect a reorganization of the use of revenue sources and places the General Fund Budget at levy limits. The revenues, transfers, and corrections noted on the attached page are considered available, additional funds to be used for the General Fund.

The budget corrections of \$14,689 consists of corrections in the existing budget pages which had mistakes in calculation. This added an additional \$4,469. Also this number includes the elimination of partitions for \$8,000 in Department 14. The decrease in the cost of the telephone (\$2,200) in Department 18 - Civil Defense and a decrease in the Equipment Repair Account in Department 29 (Elections) in the amount of \$2,000.

Second, the costs of computers which can be purchased this year have been transferred to Revenue Sharing. There are several pieces of computer equipment which are left in the 1988 Budget which must be purchased in 1988 when those programs are ready to proceed.

The asphalt recycler for the Street Department has been transferred to the Equipment Reserve. I am suggesting an increase in the prior year's fund balance from \$800,000 to \$850,000 and finally the amount that was previously indicated as being under levy limit. This is a total of \$288,467.

Placed back in the budget are those items listed under Budget Increases. These, I believe, are self-explanatory except for the first item which the Fire Chief had gotten a total bid price for both items and we now have added an amount in for architect's fees.

As indicated previously the asphalt recycler has been moved to Equipment Reserve as has the 125 kilowatt generator for the Water & Sewer Department.

Small repair items for the Street Department garage (lunch room window and pedestrian door) can be accomplished in this year's budget.

In addition to placing computers in Revenue Sharing, I have also placed the light replacement for the Street Department garage in that account. This leaves approximately \$2,000 in the Revenue Sharing Fund.

In addition to other material, you have received a copy of the revised Recycling Budget. Originally it was proposed to have approximately \$40,000 subsidized from the General Fund. In reviewing that budget and making some changes we've reduced the subsidy

Changes in 1988 Budget Proposal
Page 2

to \$6,000. I am suggesting at this time that we do not allocate money for this \$6,000 difference but wait until the end of the year to see if money needs to be transferred into this particular budget.

You will also note that on the calculation page the difference between the revenues, transfers, and corrections and the budget increases is approximately \$15,000. That increase is negated by the reduction in revenue we receive from the Health Department because their budget is lower (due to the removal of a requested person and vehicle).

Other reports requested by the Council at this special meeting are attached. If I have missed something, please let me know.

I hope this accomplishes what the Councilmembers had in mind during their discussion and any further changes can be made at the Public Hearing on Tuesday.

JAO/js

attachment

BUDGET CHANGES

REVENUES, TRANSFERS, & CORRECTIONS

Budget Corrections	\$ 14,689
Computers (Trans. to R.S.)	52,940
Asphalt Recycler (to E.R.)	24,000
Increase Prior Year Fund Balance	50,000
Amount Under Levy Limit	146,838
	<hr/>
	\$ 288,467

BUDGET INCREASES

Drive Thru Door & Hose Tower Plus	
Arch Fees	\$ 119,900
Personnel Contingency	28,000
Infrastructure	104,000
Crystal Frolics	10,000
Becker Park Sign	11,000
	<hr/>
	\$ 272,900
Difference	\$ 15,567

EQUIPMENT RESERVE

Asphalt Recycler	\$ 24,000
125KW Generator	30,000
	<hr/>
	\$ 54,000

P.I.R.

Water and Sewer Roof	\$ 30,000
	<hr/>
	\$ 30,000

1987 BUDGET

Lunch Room Window	\$ 500
Ped Door	1,000
	<hr/>
	\$ 1,500

REVENUE SHARING

Computers	\$ 52,940
Light Replacement (Street)	6,000
	<hr/>
	\$ 58,940

1988 BUDGET

Water and Sewer Air Conditioner	\$ 800
	<hr/>
	\$ 800

September 30, 1987

MEMO TO: John A. Olson, Acting City Manager

FROM: Miles Johnson, Finance Director

SUBJECT: 1988 Budget Calculations

	<u>\$</u>	<u>Mills</u>	<u>\$</u>	<u>Mills</u>
General Fund	\$2,014,262	13.934	\$2,132,818	14.562
Audit Fund	15,000	.104	15,000	.103
Police Relief Fund	173,232	1.203	127,594	.872
Fire Relief Fund	40,322	.280	27,524	.188
City Pension Fund	269,045	1.869	282,672	1.930
Infra Structure	108,000	.750	213,853	1.460
Debt Service	23,500	.164	---	---
	<hr/>	<hr/>	<hr/>	<hr/>
	\$2,643,361	18.304	\$2,799,461	19.115
HRA	48,000	<u>.333</u>		<u>.333</u>
		18.637		19.448

The above mill levy calculations for 1987-1988 are based on a valuation of \$146,470,000 which is the most accurate number at this time.

MJ/kk

10/1/87

TO: JOHN OLSON, ACTING CITY MANAGER
FROM: NANCY DENO, ADMINISTRATIVE ASSISTANT
RE: DATA PROCESSING AND EQUIPMENT CHARGES 1985 - 1988

1988 PROPOSED DATA PROCESSING AND EQUIPMENT CHARGES

ACCOUNT	DEPT	\$	ACCOUNT	\$	
	11		4551	\$16,885	ADMINISTRATION
4404	12	\$7,780	4551	\$2,000	ASSESSING
4404	13	\$26,000			FINANCE
4404	15	\$17,000	4551	\$19,530	POLICE
4404	16	\$2,600	4551	\$4,800	FIRE
4404	17	\$5,259	4551	\$1,500	BUILDING
4404	20	\$6,772	4551	\$5,000	STREET
4404	23	\$8,500			WATER
4404	24	\$8,500			SEWER
4404	25	\$19,255	4551	\$9,525	RECREATION
4404	26	\$15,000			HEALTH
	32		4990	\$10,000	CONTINGENCY
=====					
TOTALS:		\$116,666		\$69,240	

Increase of data processing charges due to implementation of LOGIS Building, Street, Fire Programs and increased Recreation usage of the LOGIS system. \$15,000 in Health is for program development. Equipment purchase requests reflect departmental needs.

1987 ESTIMATED DATA PROCESSING AND EQUIPMENT CHARGES

ACCOUNT	DEPT	\$	ACCOUNT	\$	
	11		4551	\$19,257	ADMINISTRATION
4404	12	\$7,780	4551	\$5,000	ASSESSING
4404	13	\$24,000			FINANCE
4404	15	\$16,000	4551	\$9,100	POLICE
4404	16	\$2,600	4551	\$4,800	FIRE
	17		4551	\$7,625	BUILDING
	19		4551	\$4,654	ENGINEERING
4404	23	\$8,500	4551	\$1,700	WATER
4404	24	\$8,500	4551	\$1,700	SEWER
4404	25	\$4,000	4551	\$11,500	RECREATION
	26		4551	\$2,000	HEALTH
	32		4990	\$10,000	CONTINGENCY
=====					
TOTALS:		\$71,380		\$77,336	

Increase of data processing charges due to implementation of LOGIS Park & Recreation System. The Fire program is in development stage at LOGIS at the present time. If the fire system is not complete in 87, we will not spend the \$2,600 for fire data processing charges. Equipment purchased followed the 1985 consultant recommendation and deptmental needs.

1986 DATA PROCESSING AND EQUIPMENT CHARGES

ACCOUNT	DEPT	\$	ACCOUNT	\$	
4404	12	\$3,961.75			ASSESSING
4404	13	\$22,109.64			FINANCE
	14		4553	\$935	CITY HALL
4404	15	\$16,017.55			POLICE
4404	26			\$6,500	HEALTH
	32		4990	\$29,923	CONTINGENCY
4404	23	\$7,188.49			WATER
4404	24	\$7,188.57			SEWER
=====					
TOTALS:		\$56,466		\$37,358	

Increase in data processing charges due to the implementation of the LOGIS Property data program. Equipment purchased followed the 1985 Consultant recommendations.

1985 DATA PROCESSING AND EQUIPMENT CHARGES

ACCOUNT	DEPT	\$	ACCOUNT	\$	
4404	13	\$22,440.00			FINANCE
4404	15	\$12,674.67			POLICE
	32		4990	\$5,445	CONSULTANT FEE
	32		4990	\$24,416	CONTINGENCY
4404	23	\$6,520.92			WATER
4404	24	\$6,520.83			SEWER
=====					
		\$48,156.42		\$29,861	

In 1985, the City Council directed Staff to hire a Consulting firm to determine the informational needs within the various departments of the City. The result of the study showed that many of our data processing needs could be met by LOGIS. The study also showed that many departments could satisfy their needs by using a microcomputer along with word processing and electronic spread sheet. The above computer purchases and data processing charges followed the consultants recommendations.

MEMORANDUM

TO: Chief Mossey
FROM: Mark Skjolsvik
DATE: September 29, 1987
RE: POLICE RESERVES ISSUED BULLET PROOF VESTS

I surveyed 21 area police departments. Of those 21 departments, 16 had a police reserve program. 12 of those cities having police reserves did not issue their police reserve officers vests. The cities of Champlin and Golden Valley do issue their police reserve officers vests. The city of Hopkins had budgeted in their reserve officer budget funds to purchase vests for their reserves, however local organizations, primarily the Hopkins V.F.W., purchased vests for the reserves. The city of Edina does not issue their police reserve officers vests, however they do have vests available for the reserve officers to wear when they are on duty.

MEMORANDUM

TO: John Olson
Acting City Manager

FROM: James F. Mossey
Chief of Police

REGARDING: Fees Paid to Home Free Shelter

DATE: September 30, 1987

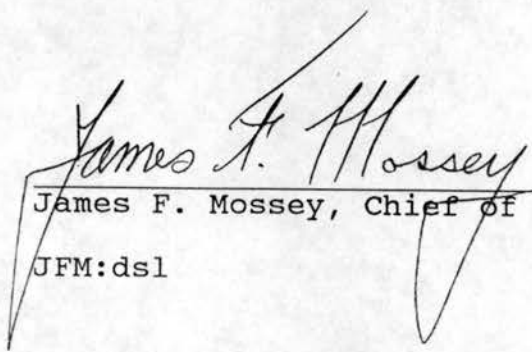
Per the Council's instructions, I contacted Police Chief Richard Carlquist of the Plymouth Police Department and Chief Dean Mooney of the Golden Valley Police Department. They supplied me with the following information:

During 1987 Plymouth is paying Home Free \$20,000 for their share of the Domestic Abuse Project. They have been requested to pay \$22,000 for 1988.

Golden Valley is paying the same fee that we are, \$12,000 a year. They have been requested to pay the same figure we have been requested to pay for 1988. They indicated they will probably be approving \$15,200 for payment.

It is my recommendation that we contract with Home Free for their Domestic Abuse Project at the rate of \$15,000 for 1988. This represents a 25% increase in their fees.

Over the next years time, I will be evaluating the services provided by Home Free and making a report to the Council of my findings during the budgetary process in 1988 for 1989.


James F. Mossey, Chief of Police

JFM:dsl

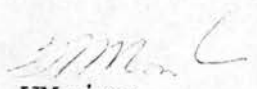
TO: John A. Olson, Acting City Manager
FROM: Bill Monk, City Engineer
DATE: September 30, 1987
RE: Pond Dredging

In 1987 the City initiated an extensive program to maintain the structural stability and operation of the storm sewer system in the north drainage district of the City. This program was performed by municipal maintenance personnel and will be continued on a district basis in future years.

With the recent summer rainfall events, it became evident that the existing ponding areas act as an integral part of the overall drainage system and are also in need of maintenance in order to function properly. For that reason a maintenance program is proposed as a part of the 1988 Budget in Fund 24 to dredge City ponds. Slope grading and dredging of the pond bottoms is intended to remove sediment build-ups and accumulations of vegetation deposits that are seriously reducing the storage capacity of the ponds.

The following list arranges the ponds in terms of their priority ranking with the first three included in the tentative 1988 Budget. It is anticipated that the average cost per pond will range from \$20,000 to \$30,000 as the majority of this work will need to be performed by contract. A map has been attached to assist in locating the various ponds.

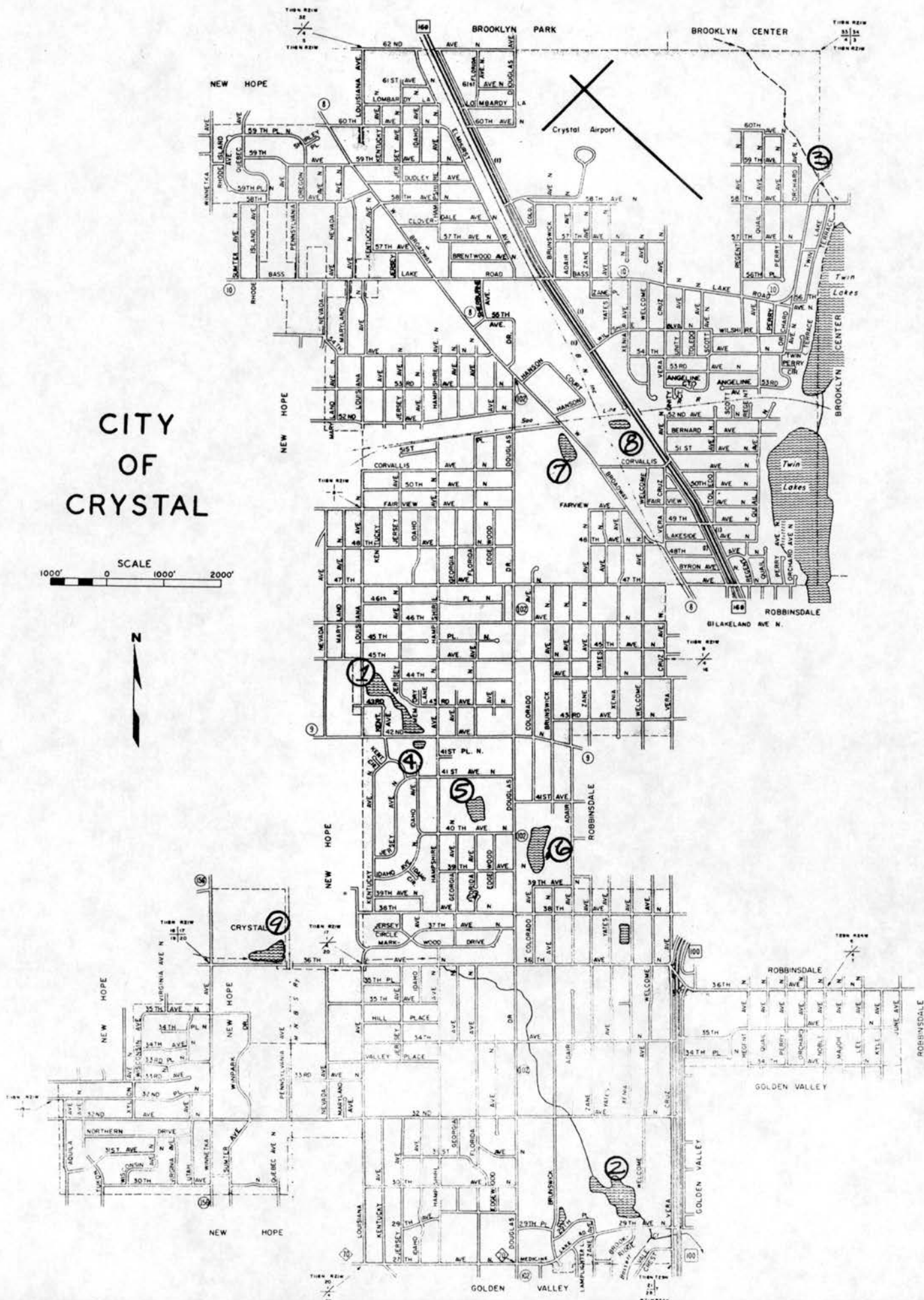
1. Memory Lane Pond
2. Bassett Creek Park Pond
3. Twin Lake Wetland Drainageway
4. Brownwood Pond
5. Hagemeister Pond
6. Gaulke Pond
7. Cemetery Pond
8. Wetland Pond (by Johnson Equipment)
9. Winnetka Village Pond


WM:jrs

Encl

CITY OF CRYSTAL

SCALE
1000' 0 1000' 2000'





Three Gelco Drive
Eden Prairie, MN 55344
612-828-1000

Municipal Lease Proposal

September 30, 1987

Miles Johnson
City of Crystal
411 Douglas Dr. N.
Crystal, MN 55422-1696

Dear Mr. Johnson:

We are pleased to present for your consideration on a municipal lease purchase proposal based on the following terms and conditions:

1. Vehicle Description: Four (4) police cruisers, Chevrolet or Ford and Four (4) administrative vehicles, Celebrity or Taurus all according to the attached specifications.
2. Delivery Date: Depends on award date and manufacturer's build schedule.
3. Lease Term: 2 years on the patrol cars, 4 years on the administrative vehicles.
4. Lease Payments: Payments will be made monthly with the first payment due upon delivery and acceptance of the vehicles. The following payment options are on a per month per vehicle basis:

<u>Police Cars - 24 month</u>		<u>Administrative Cars - 48 mo</u>	
Chevrolet	\$636.23/mo.	Celebrity	\$263.44/mo.
Ford	625.74	Taurus	264.57

Options for Administrative Cars

Cruise Control	\$3.60
Intermittent Wipers	1.13
Power Locks	4.01
Power Windows	6.08
Tilt Wheel	2.56
AM Radio Credit*	(5.38)

*This credit option is for the police cruisers not adm. cars.)

5. Purchase Option: The City will build equity in the vehicles with each lease payment and will have the option to purchase the vehicles on any payment date at the applicable purchase option price provided in the lease agreement. The lessee will own the vehicles after the last lease payment.
6. Non-appropriation: Annual extensions of the lease term beyond a current fiscal period are subject to the lessee's appropriation of funds. In the event that funds are not appropriated the lease may be terminated without penalty.

Ford Crown Victoria or Chevrolet Caprice
Police Package
Split Bench
Air Conditioning
Tinted Glass
Dual Remote Mirrors
Rear Defroster
LH Spotlight
Power Trunk
Power Steering w/cooler
Power Windows
Power Locks
Tilt Wheel
Intermittent Wipers
Calibrated Speedo
Rubber Flooring
Bumper Guards
Universal Keyed
Transmission w/cooler and overdrive
Traction Lok Axle
Police Radials
350 or 351 Engine
HD Battery
HD Alternator
Halogen Headlights
Trunk & Hoodlights
AM/FM Stereo
Delivery
Prep

Taurus or Celebrity

4 Door Sedan

4 Cylinder

Air Conditioning

Bumper Rub Strips (or Guards)

Rear Defroster

Floor Mats - F & R

Tinted Glass

LH Remote

Body Side Molding

AM/FM Radio

Power Steering

Whitewall - Radial Tires

Automatic Transmission

Delivery

Prep

1988 SUMMARY OF DEPARTMENT APPROPRIATIONS
BY OBJECT CLASSIFICATION
GENERAL FUND

DEPARTMENT	PERSONAL SERVICES	SUPPLIES	PROF. SERVICES	COMM.	TRANS.	ADV.	PRINTING	INSURANCE	UTILITIES	CONTR. REPAIR	CONTR. MAINT.	RENTALS	MISC.	OTHER CONTR.	CAPITAL OUTLAY	CONTIN- GENCY	TOTAL	
Mayor & Council	10 \$ 41,200	\$ 1,100	—	—	\$ 100	—	\$ 100	—	—	\$ 300	—	—	\$54,000	—	\$1,000	—	\$ 97,800	10
Administration	11 225,571	4,100	—	22,700	400	—	9,400	—	—	1,500	2,500	3,000	35,700	800	31,885	—	337,556	11
Assessing	12 86,116	625	100	2,000	900	—	600	—	—	—	75	7,780	—	50	13,955	—	112,201	12
Finance	13 82,226	6,000	—	—	300	—	300	—	—	800	2,500	25,350	200	—	850	—	119,526	13
City Buildings	14 21,301	6,300	—	20,750	—	—	—	—	41,700	14,600	23,500	6,000	75	20,000	11,000	—	165,226	14
Police	15 1,295,553	52,550	20,403	22,000	500	—	3,000	—	—	8,900	11,500	20,500	10,550	3,000	88,116	—	1,536,572	15
Fire	16 116,402	15,050	1,050	600	—	—	300	—	375	7,500	3,983	2,600	600	250	36,345	—	185,055	16
Planning & Inspection	17 84,385	3,240	—	—	100	—	100	—	—	280	80	5,259	925	—	1,500	—	95,869	17
Police Reserve-Civil Def.	18 34,923	4,200	—	4,600	—	—	—	—	35	1,950	—	—	50	—	15,000	—	60,758	18
Engineering	19 180,676	2,750	500	—	50	—	1,500	—	—	400	600	—	200	150	20,450	—	207,276	19
Street	20 304,208	78,925	—	—	—	100	—	—	27,500	18,000	1,000	7,772	100	—	32,500	—	470,105	20
Park	21 248,811	46,200	—	—	—	—	—	—	22,000	25,000	—	1,000	35	—	32,500	—	376,546	21
Recreation	25 235,219	36,725	45,465	6,825	4,375	3,650	5,925	—	—	550	875	19,255	13,115	4,000	17,360	—	393,339	25
Health	26 113,009	5,125	1,000	300	3,000	—	—	—	—	400	300	15,000	3,550	—	950	—	142,634	26
Civil Service	27 —	500	12,700	—	—	4,000	950	—	—	—	—	300	300	200	—	—	18,950	27
Legal	28 15,000	—	80,000	—	—	—	—	—	—	—	—	—	—	—	—	—	95,000	28
Elections	29 11,200	1,200	—	1,200	100	—	425	—	—	3,000	—	—	75	800	3,000	—	21,000	29
Misc. Commissions	30 375	450	—	—	50	—	—	—	—	—	—	—	5,300	—	—	—	6,175	30
Swimming Pool	31 39,036	11,910	—	630	—	—	200	—	15,425	1,000	—	271	150	—	5,500	—	74,122	31
Non-Departmental	32 539,250	—	47,000	—	—	—	—	240,000	—	—	—	—	—	115,000	—	105,500	1,046,750	32
Tree Disease/Weed Cont.	34 7,570	1,350	—	50	25	60	75	—	25	250	—	25	11,000	27,712	—	—	48,142	34
	3,683,031	278,300	208,218	81,655	9,900	7,810	22,875	240,000	107,060	84,430	46,913	115,112	135,925	171,962	311,911	105,500	5,610,602	
Thorson School (Fund 83)	61032	18,680	6,900	900	2,630	200	—	—	45,250	276,360	7,000	—	7,000	—	4,275	—	430,967	
Water	23 125,467	34,000	1,000	3,600	—	50	50	—	3,300	10,500	600	8,900	1,400	531,000	7,400	27,500	754,767	23
Sewer	24 125,567	21,100	—	5,500	—	—	—	—	16,200	75,000	500	9,500	1,400	700,000	9,000	27,500	991,267	24

GENERAL FUND
1988 ESTIMATED REVENUES

Acct. No.	Taxes	1985 Actual	1986 Actual	1987 Adopted	1988 Estimated
3011	Current Ad Valorem Taxes	\$1,829,150.52	\$1,938,184.31	\$2,014,262.00	\$2,132,818.00
3012	Delinquent Ad Valorem Taxes	12,120.42	17,596.78	.00	.00
3013	Penalties and Interest	10,979.88	12,807.45	7,000.00	9,000.00
3014	Forfeited Tax Sale	2,979.65	1,031.58	.00	.00
	Subtotal	<u>\$1,855,230.47</u>	<u>\$1,969,620.12</u>	<u>\$2,021,262.00</u>	<u>\$2,141,818.00</u>
<u>Licenses and Permits</u>					
3111	Liquor Licenses - On Sale	49,500.00	49,500.00	49,500.00	49,500.00
3112	Liquor Licenses - Off Sale	2,216.71	1,800.00	1,600.00	1,600.00
3113	Beer and Tavern and Misc.	7,563.50	6,394.75	7,000.00	6,500.00
3114	Club License, Sunday Liquor	2,620.00	2,620.00	2,600.00	2,600.00
3115	Garbage and Refuse	1,617.00	2,004.25	1,600.00	1,700.00
3116	Taxi Cab	377.00	158.00	370.00	150.00
3117	Music Box, Misc. Amusements	13,848.25	9,820.00	13,000.00	9,500.00
3118	Food Handling	12,784.70	12,627.39	12,500.00	12,500.00
3119	Gas Pump and Station	2,248.83	1,678.98	2,100.00	1,700.00
3121	Bowling Alley	588.00	600.00	580.00	600.00
3123	Cigarette Licenses	1,028.50	823.00	1,000.00	900.00
3124	Miscellaneous Licenses	1,332.06	1,639.00	1,000.00	1,200.00
3125	Billboard, Sign Hangers Licenses	1,020.75	1,122.00	1,000.00	1,000.00
3126	Plumbing, Gas Licenses	5,589.75	5,198.50	4,800.00	4,800.00
3127	Sign Licenses	9,824.25	9,634.67	9,500.00	9,500.00
3128	Tree Trimmers Licenses	660.00	690.25	600.00	600.00
3150	Dog Licenses and Pound Fees	8,242.75	6,421.88	8,000.00	6,500.00
3151	Building Permits	135,553.38	74,689.62	55,000.00	78,000.00
3153	Plumbing Permits	26,398.75	9,160.75	4,500.00	13,000.00
3154	Sewer Permits	2,370.00	1,151.50	600.00	800.00
3155	Water Permits	2,640.00	1,288.25	700.00	900.00
3157	Driveway Permits	1,710.00	690.00	700.00	700.00
3158	Street Excavation Permits	7,764.00	756.00	3,000.00	1,000.00
3159	Miscellaneous Permits	18.00	3,030.73	.00	.00

Acct. No.	Licenses and Permits (Cont'd)	1985 Actual	1986 Actual	1987 Adopted	1988 Estimated
3161	Gas Permits	8,392.00	4,301.17	4,000.00	7,000.00
3162	Burglar Alarm Permits	1,518.00	1,171.50	1,500.00	1,200.00
3163	Mechanical Permits	15,926.79	10,946.33	8,000.00	11,000.00
3164	Sign Permits	2,989.52	3,066.13	2,800.00	2,800.00
3165	Parking Permits	60.00	30.00	.00	.00
3166	Restaurant Hoods	925.00	1,175.00	800.00	1,000.00
	Subtotal	\$327,327.49	\$224,189.65	\$198,350.00	228,250.00
	<u>State Shared Taxes</u>				
3350	Local Government Aids	1,387,885.00	1,553,982.00	1,633,094.00	1,630,961.00
3351	State Aid Streets	66,212.10	127,204.20	50,000.00	26,325.00
3352	Machinery Tax Replacement	.00	.00	.00	.00
	Subtotal	\$1,454,097.10	1,681,186.20	1,683,094.00	1,657,286.00
	<u>Other Services</u>				
3500	Miscellaneous Receipts	9,962.39	2,296.50	8,000.00	3,000.00
3501	Cable and CTC	5,505.15	1,741.33	5,000.00	2,000.00
3511	Special Zoning	4,800.00	3,750.00	4,500.00	3,500.00
3512	Sale of Maps, Documents	162.39	222.46	200.00	200.00
3513	Engineering & Clerical Fees	73,985.37	50,776.19	60,000.00	50,000.00
3514	Weed Cutting Charges	2,205.47	1,507.32	1,500.00	1,500.00
3515	Filing Fees	35.00	25.00	.00	.00
3516	License Investigation	1,925.00	230.00	1,000.00	500.00
3517	Jail & Breathalyzer Tests	.00	3,740.00	800.00	1,200.00
3568	Accident Reports	1,146.05	1,459.50	1,000.00	1,000.00
3569	Special Assessment Searches	4,258.00	9,521.00	4,600.00	5,000.00
3570	Sanitarian Cost Reimbursement	94,271.69	98,873.30	97,320.00	131,653.00
3580	Recreation Program Receipts	87,060.66	92,404.28	102,400.00	105,765.00
3581	Use of Recreation Facilities	171.60	576.00	200.00	200.00
3591	Insurance Refunds	---	---	---	---
3592	Misc. Land & Equipment Sales	33,194.98	17,495.44	25,000.00	25,000.00
3593	Misc. Transfers	---	---	---	---
3594	Building Subrental	1,080.00	340.00	1,000.00	400.00
3595	Waste Oil	1,656.10	---	800.00	800.00

Acct. No.	Other Services (Cont'd)	1985 Actual	1986 Actual	1987 Adopted	1988 Estimated
3599	Interest Earned	\$221,673.19	235,859.03	160,000.00	160,000.00
3610	Court Fines	244,692.52	223,964.89	230,000.00	225,000.00
3630	Forfeited Bail	5,858.00	5,422.50	---	--
3590	Reimbursement from (HRA \$6,000.00) (Comm. Dev. \$5,000.00) (W&S \$55,000.00) (St. Light. \$5,500.00)	241,167.65	75,766.41	71,500.00	71,500.00
3590	Civil Defense Reimbursement	666.03	---	---	---
3580	Swim Pool Receipts	30,732.10	34,101.75	33,800.00	36,490.00
3582	Non-Budgeted Activities	(86.79)	(452.13)	.00	.00
3586	Water Testing	---	1,080.00	---	500.00
	<u>Previous Year Fund Balance</u>	<u>.00</u>	<u>.00</u>	<u>790,000.00</u>	<u>850,000.00</u>
	Subtotal	\$1,066,122.55	\$860,700.77	\$1,598,620.00	\$1,675,208.00
	GRAND TOTAL	<u>\$4,702,777.61</u>	<u>\$4,735,696.74</u>	<u>\$5,501,326.00</u>	<u>\$5,702,562.00</u>

SUMMARY
DEPARTMENT 11

	<u>Adopted 1987</u>	<u>Adopted 1988</u>
Personal Services	\$403,474	\$225,571
Supplies, Repairs & Maintenance	3,900	4,100
Other Services & Charges:		
Communications	21,600	22,700
Transportation	400	400
Printing	9,300	9,400
Repair - Contractual	1,300	1,500
Maintenance - Contractual	2,500	2,500
Rentals	2,000	3,000
Miscellaneous	40,700	35,700
Other Contractual Services	800	800
Capital Outlay	<u>20,700</u>	<u>31,885</u>
TOTAL:	\$506,674	\$337,556

CITY OF CRYSTAL - OPERATING BUDGET

- 10 -

FUND	DEPARTMENT	DEPT. NO.	FUNCTION			ACTIVITY		
GENERAL	City Administration	11	General Administration			City Administration		
01								
ACCT. NO.	ITEM	1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	DEPT. REQ.	MANAGER PROPOSAL	1988 ADOPTED	
	<u>SUPPLIES, REPAIRS & MAINTENANCE (Con't.)</u>							
4226	Chemicals & Chemical Products							
4227	Safety Supplies (OSHA)							
4229	Bike Route Expense							
4230	Repair & Maintenance Supplies		100	100	100	100		
4231	Equipment Repair		42	500	500	500		
4232	Tires & Recaps							
4233	Building Repair							
4234	Street Maintenance Materials	9						
4235	Landscape Materials & Supplies							
4236	Street Signs & Striping Materials							
4237	Utility System Maintenance Supplies - Water Meters & Horns							
4238	Recreational Equipment Supplies							
4239	Recreational Concession Supplies							
4240	Small Tools							
4243	Tissue & Toweling							
4245	North Lift Station Repairs							
4246	Lift Station Repairs							
4247	Watermain Repairs							
4248	Reservoir Charges							
4249	Sewer Line Repairs							
	ITEM TOTAL	2,010	2,406	3,900	3,900	4,100		
	RUNNING SUB TOTAL							

CITY OF CRYSTAL - OPERATING BUDGET

- 13 -

FUND	DEPARTMENT	DEPT. NO.	FUNCTION			ACTIVITY		
GENERAL	City Administration	11	General Administration			City Administration		
01								
ACCT. NO.	ITEM	1985 ACTUAL	1986 ACTUAL	1987 ACTUAL	DEPT. REQ.	MANAGER PROPOSAL	1988 ADOPTED	
	REPAIR - CONTRACTUAL							
4381	Automotive Equipment Repair	250	1,292	300	500	500		
4382	Other Equipment Repair	39	222	1,000	1,000	1,000		
4383	Buildings Repair							
4384	Streets Repair							
4385	Reservoir Repairs							
4386	Water Line Repair							
4387	Sewer Repair- Contractual							
4388	Lift Station Repairs -Contractual							
	ITEM TOTAL	289	1,514	1,300	1,500	1,500		
	MAINTENANCE -CONTRACTUAL							
4390	Service Contracts	378	123	2,500	2,500	2,500		
4391	Communication Systems Maintenance							
4392	Traffic Signal Maintenance							
	ITEM TOTAL	378	123	2,500	2,500	2,500		
	RENTALS							
4400	Miscellaneous Rentals							
4401	Ice Rental							
4402	Machinery & Equipment Rental							
4403	Office Equipment Rental	3,267	2,915	2,000	3,000	3,000		
4404	Data Processing Equipment Rental							
	ITEM TOTAL	3,267	2,915	2,000	3,000	3,000		
	MISCELLANEOUS							
4410	Miscellaneous	9	67					
4411	Conference & Schools	8,728	10,433	14,100	14,100	14,100		
4412	Meeting Expenses	1,969	1,437	1,900	1,900	1,900		
4413	Dues & Subscriptions	3,221	3,737	4,000	4,000	4,000		
4414	Licenses & Taxes	41	124					
4415	Awards		214					
4417	Books & Publications	707	736	700	700	700		
4418	Special Education Reimbursement	1,111	7,495	20,000	25,000	15,000		
4419	Tree Disease							
	ITEM TOTAL	15,787	24,241	40,700	40,700	35,700		
	RUNNING SUB TOTAL							

CITY OF CRYSTAL - OPERATING BUDGET

- 14 -

FUND GENERAL 01	DEPARTMENT City Administration	DEPT. NO. 11	FUNCTION General Administration			ACTIVITY City Administration		
ACCT. NO.	ITEM		1985 ACTUAL	1986 ACTUAL	1987 ACTUAL	DEPT. REQ.	MANAGER PROPOSAL	1988 ADOPTED
	<u>OTHER CONTRACTUAL SERVICES</u>							
4420	Misc. Contractual Services			947				
4421	Janitorial Services							
4422	R.E. Tax Roll - County							
4423	Assessment Roll - County		584	133	800	800	800	
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							
	<u>ITEM TOTAL</u>		584	1,080	800	800	800	
	<u>CAPITAL OUTLAY</u>							
4530	Other Improvements							
4540	Machinery Equipment							
4550	Furniture & Fixtures			193	500	2,000	2,000	
4551	Office Furnishings & Equipment				19,200	16,885	16,885	
4552	Mobile Equipment						12,000	
4553	Misc. Capital Outlay		755	902	1,000	1,000	1,000	
	<u>ITEM TOTAL</u>		755	1,095	20,700	19,885	31,885	
	<u>GRAND TOTAL ALL ITEMS</u>		382,566	426,835	506,674	509,259	337,556	

SUMMARY

Department 15

	<u>Adopted 1987</u>	<u>Proposed 1988</u>
Personal Services	\$1,129,727	\$1,295,553
Supplies, Repairs & Maintenance	50,725	52,550
Professional Services	15,000	20,403
Other Services & Charges:		
Communications	30,000	22,000
Transportation	360	500
Printing	3,100	3,000
Repair - Contractual	8,000	8,900
Maintenance - Contractual	11,500	11,500
Rentals	19,500	20,500
Miscellaneous	10,150	10,550
Other Contractual Services	2,000	3,000
Capital Outlay	<u>84,316</u>	<u>88,116</u>
TOTAL:	\$1,364,378	\$1,536,572

CITY OF CRYSTAL OPERATING BUDGET

- 37 -

FUND GENERAL 01	DEPARTMENT Police	DEPT. NO. 15	FUNCTION Public Safety			ACTIVITY Police		
ACCT. NO.	ITEM		1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	DEPT. REQ.	MANAGER PROPOSAL	1988 ADOPTED
	<u>PERSONAL SERVICES</u>							
4100	Salaries & Wages of Regular Employees		947,142	974,281	1,059,927	1,073,927	1,215,553	
4111	Overtime of Regular Employees		45,766	40,631	48,000	63,000	67,500	
4130	Salaries & Wages of Temporary Employees		630	3,999	6,000	6,000	5,000	
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 Compensation Insurance							
4155	Liability Insurance							
4156	Unemployment Compensation							
4157	Clothing Allowance		4,951	6,267	15,800	7,500	7,500	
	<u>ITEM TOTAL</u>		998,490	1,025,180	1,129,727	1,150,427	1,295,553	
	<u>SUPPLIES, REPAIRS & MAINTENANCE</u>							
4210	Office Supplies		2,034	2,428	3,300	3,500	3,500	
4211	Duplicator Supplies & Paper		141	363	675	675	675	
4212	Printed Forms							
4213	Stationery & Envelopes		232	57		100	100	
4220	Misc. Operating Supplies		5,945	6,310	9,000	10,000	9,000	
4221	Motor Fuels		30,049	21,684	25,000	30,000	26,000	
4222	Lubricants & Additives		507	377	400	425	425	
4223	Cleaning Supplies							
4225	Shop Materials							
	<u>ITEM SUB TOTAL</u>							
	<u>PAGE TOTAL</u>							

CITY OF CRYSTAL OPERATING BUDGET

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FUND GENERAL 01	DEPARTMENT Police	DEPT. NO. 15	FUNCTION Public Safety			ACTIVITY Police	
ACCT. NO.	ITEM	1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	DEPT. REQ.	MANAGER PROPOSAL	1988 ADOPTED
	<u>REPAIR - CONTRACTUAL</u>						
4381	Automotive Equipment Repair	5,003	5,223	5,000	5,500	5,500	
4382	Other Equipment Repair	2,754	3,197	3,000	3,400	3,400	
4383	Buildings Repair						
4384	Streets Repair						
4385	Reservoir Repairs						
4386	Water Line Repair						
4387	Sewer Repair - Contractual						
4388	Lift Station Repairs - Contractual						
	<u>ITEM TOTAL</u>	7,757	8,420	8,000	8,900	8,900	
	<u>MAINTENANCE - CONTRACTUAL</u>						
4390	Service Contracts	1,664	1,255	1,500	1,500	1,500	
4391	Communication Systems Maintenance	690	8,048	10,000	10,000	10,000	
4392	Traffic Signal Maintenance						
	<u>ITEM TOTAL</u>	2,354	9,303	11,500	11,500	11,500	
	<u>RENTALS</u>						
4400	Miscellaneous Rentals						
4401	Ice Rental						
4402	Machinery & Equipment Rental						
4403	Office Equipment Rental	2,613	3,571	3,500	3,500	3,500	
4404	Data Processing Equipment Rental	12,675	16,072	16,000	17,000	17,000	
	<u>ITEM TOTAL</u>	15,288	19,643	19,500	20,500	20,500	
	<u>MISCELLANEOUS</u>						
4410	Miscellaneous						
4411	Conference & Schools	5,347	7,082	7,000	10,000	7,000	
4412	Meeting Expenses	246	204	400	400	400	
4413	Dues & Subscriptions	556	555	650	650	650	
4414	Licenses & Taxes	55	212	150	250	250	
4415	Awards	51	168	500	500	500	
4417	Books & Publications	411	661	950	950	950	
4418	Special Education Reimbursement	145	377	500	2,000	800	
4419	Tree Disease						
	<u>ITEM TOTAL</u>	6,810	9,259	10,150	14,750	10,550	

Department 15

DETAIL OF CAPITAL OUTLAY

4540	36" Bolt cutter (8 @ \$22.00)	\$ 176.00
4540	PAK 216 Identicard System	1,460.00
4540	Portable Video Camera & required accessories	<u>1,500.00</u>
	SUBTOTAL	\$ 3,136.00
4551	911 Ali Screen Retention	\$ 350.00
4551	Electronic Typewriter (2 @ \$800)	1,600.00
4551	Digital Emergency Message Retrieval System	6,500.00
4551	Higher Capacity Copier	10,000.00
4551	Computer System Upgrade	<u>\$ 19,530.00</u>
	SUBTOTAL	\$ 37,980.00
4552	Full Size Squad Cars (3 @ \$15,000)	<u>\$ 45,000.00</u>
	SUBTOTAL	\$ 45,000.00
	TOTAL:	\$ 86,116.00

CITY OF CRYSTAL OPERATING BUDGET

- 42 -

FUND GENERAL 01	DEPARTMENT Police	DEPT. NO. 15	FUNCTION Public Safety			ACTIVITY Police		
ACCT. NO.	ITEM		1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	DEPT. REQ.	MANAGER PROPOSAL	1988 ADOPTED
	<u>OTHER CONTRACTUAL SERVICES</u>							
4420	Misc. Contractual Services							
4421	Janitorial Services							
4422	R.E. Tax Roll - County							
4423	Assessment Roll - County							
4424	Miscellaneous Testing		721	452	500	1,000	1,000	
4425	Board of Prisoners		735	1,183	1,500	2,000	2,000	
4427	Dog Control Cost							
4428	Water Commission Payments							
4429	Robbinsdale Water Payments							
4430	New Hope Sewer							
4437	Sewage Disposal Charges - MSB							
	<u>ITEM TOTAL</u>		1,456	1,635	2,000	3,000	3,000	
	<u>CAPITAL OUTLAY</u>							
4530	Other Improvements				8,479			
4540	Machinery & Equipment		3,200	21,316	8,737	12,136	3,136	
4550	Furniture & Fixtures		1,948					
4551	Office Furnishings & Equipment		3,409	3,461	10,100	50,110	37,980	
4552	Mobile Equipment		37,988	55,826	56,000	60,000	45,000	
4553	Misc. Capital Outlay		225	857	1,000	2,000	2,000	
	<u>ITEM TOTAL</u>		46,769	81,460	84,316	124,246	88,116	
	<u>GRAND TOTAL ALL ITEMS</u>		1,148,351	1,235,223	1,364,378	1,437,276	1,536,572	

SUMMARY
DEPARTMENT 20

	<u>Adopted 1987</u>	<u>Proposed 1988</u>
Personal Services	\$314,708	\$304,208
Supplies, Repairs & Maintenance	75,650	78,925
Professional Services	3,000	
Other Services & Charges		
Advertising	50	100
Utilities	27,650	27,500
Repair & Maintenance - Contractual	15,850	18,000
Maintenance - Contractual	1,000	1,000
Rentals	1,600	7,772
Miscellaneous	100	100
Capital Outlay	<u>50,000</u>	<u>32,500</u>
TOTAL:	\$486,608	\$470,105

SUMMARY
Department 21

	<u>Adopted 1987</u>	<u>Proposed 1988</u>
Personal Services	\$248,229	\$249,811
Supplies, Repairs & Maintenance	48,050	46,200
Other Services & Charges:		
Utilities	20,000	22,000
Repairs - Contractual	21,275	25,000
Rental	500	1,000
Miscellaneous	35	35
Capital Outlay	<u>49,375</u>	<u>32,500</u>
TOTAL:	\$387,464	\$376,546

CITY OF CRYSTAL - OPERATING BUDGET

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FUND GENERAL 01	DEPARTMENT Parks	DEPT. NO. 21	FUNCTION Parks & Recreation			ACTIVITY Park Maintenance		
ACCT. NO.	ITEM	1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	DEPT. REQ.	MANAGER PROPOSAL	1988 ADOPTED	
4381	REPAIR - CONTRACTUAL Automotive Equipment Repair	2,565	4,811	5,750	6,000	6,000		
4382	Other Equipment Repair	5,235	11,452	4,000	5,000	5,000		
4383	Buildings Repair	1,009	1,305	3,000	3,500	3,500		
4384	Streets Repair	7,216	18,167	8,525	10,500	10,500		
4385	Reservoir Repairs							
4386	Water Line Repair							
4387	Sewer Repair - Contractual							
4388	Lift Station Repairs - Contractual							
	ITEM TOTAL	16,024	35,735	21,275	25,000	25,000		
	MAINTENANCE - CONTRACTUAL							
4390	Service Contracts	12,090						
4391	Communication Systems Maintenance							
4392	Traffic Signal Maintenance							
	ITEM TOTAL	12,090						
	RENTALS							
4400	Miscellaneous Rentals							
4401	Ice Rental							
4402	Machinery & Equipment Rental			500	1,000	1,000		
4403	Office Equipment Rental							
4404	Data Processing Equipment Rental							
	ITEM TOTAL			500	1,000	1,000		
	MISCELLANEOUS							
4410	Miscellaneous							
4411	Conference & Schools				200	Dept. 11		
4412	Meeting Expenses				200	Dept. 11		
4413	Dues & Subscriptions							
4414	Licenses & Taxes			35	35	35		
4415	Awards							
4417	Books & Publications							
4418	Special Education Reimbursement							
4419	Tree Disease							
	ITEM TOTAL			35	435	35		
	RUNNING SUB TOTAL							

Department 21

DETAIL OF CAPITAL OUTLAY

4530	Grills (6 @ \$125)	\$ 750.00	
4530	Picnic Tables (9 @ \$150)	<u>1,350.00</u>	
	SUBTOTAL		\$ 2,100.00
4540	Flooring - North Lions (564 sq. ft.)	2,050.00	
4540	Flooring - Broadway (625 sq. ft.)	2,250.00	
4540	Furnace (Broadway)	2,800.00	
4540	Weed Whips	1,000.00	
4540	Electrical Service (Forest)	1,800.00	
4540	Electrical Service (Broadway)	<u>1,500.00</u>	
	SUBTOTAL		\$11,400.00
4552	3/4 T. 4x4 Pickup and 8' Plow	<u>\$18,000.00</u>	
	SUBTOTAL		\$18,000.00
4553	Miscellaneous	<u>\$ 1,000.00</u>	
	SUBTOTAL		\$ 1,000.00
	TOTAL:		\$32,500.00

SUMMARY

Department 23

	<u>Adopted 1987</u>	<u>Proposed 1988</u>
Personal Services	\$125,467	\$125,467
Supplies, Repairs & Maintenance	27,550	34,000
Other Services & Charges:		
Professional Services	1,000	1,000
Communications	3,100	3,600
Advertising		50
Printing		50
Utilities	3,250	3,300
Repair - Contractual	7,700	10,500
Maintenance - Contractual	500	600
Rentals	8,800	8,900
Miscellaneous	1,125	1,400
Other Contractual Services	529,000	531,000
Capital Outlay	2,775	7,400
Administration O/H	27,500	27,500
TOTAL:	<u>\$741,347</u>	<u>\$754,767</u>

SUMMARY

Department 24

	<u>Adopted 1987</u>	<u>Proposed 1988</u>
Personal Services	\$125,567	\$125,567
Supplies, Repairs & Maintenance	18,650	21,100
Other Services & Charges:		
Communication	5,300	5,500
Utilities	16,200	16,200
Repair - Contractual	10,650	75,000
Maintenance - Contractual	450	500
Rentals	9,500	9,500
Miscellaneous	875	1,400
Other Contractual Services	643,000	700,000
Capital Outlay	4,275	9,000
Administration O/H	27,500	27,500
TOTAL:	<u>\$861,967</u>	<u>\$991,267</u>

CITY OF CRYSTAL OPERATING BUDGET

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FUND GENERAL 81	DEPARTMENT Sewer	DEPT. NO. 24	FUNCTION			ACTIVITY		
ACCT. NO.	ITEM	1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	DEPT. REQ.	MANAGER PROPOSAL	1988 ADOPTED	
	SUPPLIES, REPAIRS & MAINTENANCE (Con't.)							
4226	Chemicals & Chemical Products	721		500	250	250		
4227	Safety Supplies (OSHA)	312	240	350	250	250		
4229	Bike Route Expense							
4230	Repair & Maintenance Supplies	4,868	5,137	5,000	5,500	5,500		
4231	Equipment Repair	1,409	1,964	2,000	2,500	2,500		
4232	Tires & Recaps		15	400	300	300		
4233	Building Repair	116	54	150	250	250		
4234	Street Maintenance Materials	51	53	400	300	300		
4235	Landscape Materials & Supplies			100	100	100		
4236	Street Signs & Striping Materials	23						
4237	Utility System Maintenance Supplies - Water Meters & Horns							
4238	Recreational Equipment Supplies							
4239	Recreational Concession Supplies							
4240	Small Tools	4		150	150	150		
4243	Tissue & Toweling							
4245	North Lift Station Repairs							
4246	Lift Station Repairs	503	625	2,500	4,000	4,000		
4247	Watermain Repairs							
4248	Reservoir Charges							
4249	Sewer Line Repairs	1,380	1,369	1,500	2,500	2,500		
	ITEM TOTAL	13,945	12,790	18,650	20,600	21,100		
	RUNNING SUB TOTAL							

CITY OF CRYSTAL OPERATING BUDGET

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FUND GENERAL 81	DEPARTMENT Sewer	DEPT. NO. 24	FUNCTION			ACTIVITY		
ACCT. NO.	ITEM	1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	DEPT. REQ.	MANAGER PROPOSAL	1988 ADOPTED	
	<u>OTHER CONTRACTUAL SERVICES</u>							
4420	Misc. Contractual Services							
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			13,000				
4437	Sewage Disposal Charges - MSB	615,448	601,054	630,000	700,000	700,000		
	ITEM TOTAL	615,448	601,054	643,000	700,000	700,000		
	<u>CAPITAL OUTLAY</u>							
4530	Other Improvements	3,223			15,400			
4540	Machinery Equipment		4,427	1,575	30,000	3,000		
4550	Furniture & Fixtures							
4551	Office Furnishings & Equipment			1,700				
4552	Mobile Equipment	3,461	15,775		5,000	5,000		
4553	Misc. Capital Outlay	1,254	568	1,000	3,000	1,000		
	ITEM TOTAL	7,938	20,770	4,275	53,400	9,000		
4990	Administration O/H	27,500		27,500	27,500	27,500		
	GRAND TOTAL ALL ITEMS	812,167	771,548	861,967	1,005,167	991,267		

SUMMARY
Department 25

	<u>Adopted 1987</u>	<u>Proposed 1988</u>
Personal Services	\$231,134	\$235,219
Supplies, Repair & Maintenance	31,875	36,725
Other Services & Charges:		
Professional Services	33,850	45,465
Telephone & Telegraph	4,700	6,825
Transportation	3,500	4,375
Advertising	1,150	3,650
Printing	5,650	5,925
Repair Contractual	550	550
Maintenance Contractual	875	875
Rentals	12,700	19,255
Miscellaneous	12,250	13,115
Other Contractural Services	7,500	4,000
Capital Outlay	<u>27,070</u>	<u>17,360</u>
TOTAL:	\$372,804	\$393,339

drafted 8-7-87, updated 9-29-87

CRYSTAL'S 1988 RECYCLING PROGRAM

The City of Crystal pursued many of its recycling plans in 1987 with the receipt of a \$10,000 grant from Metropolitan Council. New programs were started to initiate recycling in both the commercial and residential segments of the City. The first major step in recycling was the implementation of a Goodwill/Easter Seals Attended Donation Center. This was a three-city joint venture between Brooklyn Park, Brooklyn center, and Crystal.

Another joint agreement was made between Robbinsdale and Crystal to share Robbinsdale's Recycling Center. Other residential recycling programs included waste motor oil collection, local newspaper bins, fall leaf collection, and household hazardous waste collection.

Commercial recycling programs included a corrugated cardboard collection system and expansion of the City's office paper collection system. Aluminum and glass were also recycled at City Hall.

The 1988 recycling budget reflects continuance of the above programs with the addition of two new programs — curbside recycling and curbside yardwaste pickup. The organization of the existing refuse haulers will enable these programs to be implemented with maximum efficiency. This adds a new category to our types of recycling programs — curbside programs.

Thus, in 1988 we will have four basic types of programs: curbside programs, drop-off recycling centers, miscellaneous residential recycling programs, and miscellaneous commercial recycling programs.

Following is a general breakdown of expected costs for each program.

A. CURBSIDE RECYCLING PROGRAMS

1.	Curbside Recycling	
a.	collection contract fees	\$ 40,000.00
b.	staff payroll and fringes	3,896.00
c.	publicity and advertising	2,000.00
d.	neighborhood curb signs	1,000.00
e.	legal fees	400.00
f.	misc. (conferences, meetings, educational materials)	500.00
g.	collection containers (7500 x \$4.00)	30,000.00
2.	Curbside Yardwaste Pickup	
a.	collection contract fees	40,000.00
b.	staff payroll and fringes	3,896.00
c.	publicity and advertising	2,000.00
d.	legal fees	400.00
e.	misc. (conferences, meetings, & educational materials)	500.00
f.	scale rental	1,000.00
	SUBTOTAL	\$125,592.00

B. DROP-OFF RECYCLING CENTERS

1.	Goodwill Attended Donation Center	
a.	23.3% of operating costs	\$ 5,008.00
b.	additional advertising beyond contract	500.00
2.	Robbinsdale Recycling Center	
a.	contractual hauling charges	8,064.00
b.	surface & capital improvements	4,500.00
c.	container rental	1,200.00
d.	fulltime & part-time staff	11,843.00
e.	advertising	800.00
f.	legal fees	200.00
g.	refuse removal of nonrecyclables	250.00
h.	monthly contest drawings	1,200.00 ✓
i.	site maintenance	250.00
	SUBTOTAL	\$ 33,815.00

C. MISCELLANEOUS RESIDENTIAL RECYCLING PROGRAMS

1.	Local Newspaper Bins	
a.	advertising	\$ 600.00
b.	rental of bins	N/C
2.	Waste Motor Oil Collection	
a.	building of additional tank	1,000.00
b.	advertising	400.00
c.	license fee	131.00
	SUBTOTAL	\$ 2,131.00

D. MISCELLANEOUS COMMERCIAL RECYCLING PROGRAMS

1.	Corrugated Cardboard Collection	Paid by each property served
2.	Office Paper Collection	N/C
3.	City Hall Aluminum & Glass Collection	\$ N/C
	SUBTOTAL	-0-

TOTAL BUDGET \$161,538.00

ANTICIPATED REVENUES

Metropolitan Council Grant (2nd portion)	\$ 5,000.00
Sale of Recyclables from Drop-off Site	1,200.00
Payment of .10/gal on Waste Oil	800.00
Reimbursement fee from refuse haulers	40,000.00
Water Bill Surcharge	31,268.00
Hennepin County (50%) Funding Assistance	<u>77,269.00</u>
TOTAL	<u>\$155,537.00</u>

TOTAL BUDGET LESS EXPECTED REVENUES	\$ 6,001.00
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SUMMARY
DEPARTMENT - RECYCLING

	<u>Proposed 1988</u>
Personal Services	\$19,635
Supplies, Repairs & Maintenance	1,750
Other Services & Charges	
Professional & Legal	1,000
Communications	1,800
Transportation	500
Advertising	2,300
Printing	1,700
Utilities	250
Maintenance - Contractual	2,200
Miscellaneous	1,831
Other Contractual Services	93,072
Capital Outlay	35,500
TOTAL	<u>\$160,538</u>

SUMMARY

DEPARTMENT - RECYCLING - Cont.

	Estimated <u>1987</u>	Estimated <u>1988</u>
Anticipated Revenues		
Metropolitan Council Grant	\$5,000	\$ 5,000
Sale of Recyclables	- 0 -	1,200
City Waste Oil Collection	800	800
Hennepin County Funding Assistance	14,811	77,269**
Reimbursement from Waste Collectors	- 0 -	40,000
Surcharge on Water Bill	- 0 -	<u>31,268</u>
TOTAL REVENUES	\$20,611	\$155,537

TOTAL BUDGET LESS EXPECTED REVENUES: \$6,001
 (\$161,538 - \$155,537 = \$6,001)

**NOTE: Based on 0-5% of waste being recycled.

CITY OF CRYSTAL
NOTICE OF POSSIBLE 1987 BUDGET CHANGES

Acct. No.	Explanation
Anticipated Revenues 3595	<p>It has been assumed in the 1988 Recycling Budget that there will be a cooperative refuse collection system and that a fee will be charged to that organization for each household served to help finance the costs of curbside recycling.</p> <p>The fee has been based on a \$6.15/household/year charge, which will generate \$40,000 of funds. Figures show, however, that haulers save \$.98/household/month by having recyclables eliminated from their routes. Considering that we have 6,500 single-family households in Crystal, that would mean a savings of \$76,440 per year to the refuse collector.</p> <p>Thus, there is the potential to charge the cooperative collection system more to cover the costs of curbside programs.</p>

CITY OF CRYSTAL
BUDGET EXPLANATION

Department Recycling No.

Page 1 of 1 Pages

Acct. No.	Explanation
4420 Misc. Contractual Services	<p>There are four major costs categorized into this account - curbside yardwaste collections, curbside recycling collection, Goodwill donation center, and the recycling drop-off site in Robbinsdale. All four program's cost are calculated with the assumption that they will be in effect from the beginning of the year.</p> <p>Following is a breakdown of the costs:</p> <ol style="list-style-type: none">1) Yardwaste Collection - \$40,000 - based on cost estimated by BFI2) Curbside Recycling - \$40,000 - based on figures received from St. Louis Park3) Goodwill Donation Center - \$5,008 - Crystal's current annual fee4) Recycling Drop-off Site - \$8,064 - Based on current charges by Waste Management. However, this figure could change since Robbinsdale has not settled on a contract for 1988 with Waste Management.

CITY OF CRYSTAL
BUDGET EXPLANATION

Department Recycling No.

Page 1 of 1 Pages

Acct. No.	Explanation
4530 Other Improvements	The \$5000 estimate includes \$1000 for a new oil storage tank, which is an anticipated necessity with increased recycling in the city. The remaining \$4000 would be necessary should it be decided to assist Robbinsdale in improving the drop-off site by paving the area.

CITY OF CRYSTAL OPERATING BUDGET

FUND GENERAL 01	DEPARTMENT	DEPT. NO.	FUNCTION			ACTIVITY		
ACCT. NO.	ITEM		1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	1988 DEPT. REQ.	MANAGER PROPOSAL	ADOPTED
	<u>PERSONAL SERVICES</u>							
4100	Salaries & Wages of Regular Employees					\$13,375		
4111	Overtime of Regular Employees							
4130	Salaries & Wages of Temporary Employees					4,050		
4141	PERA Regular					569		
4143	PERA Coordinated							
4144	FICA					956		
4145	Police Pension							
4146	Fire Pension							
4151	Hospitalization Insurance					511		
4152	Life Insurance - Police							
4153	Life Insurance - All Employees							
4154	Worker's Compensation Insurance					35		
4155	Liability Insurance					139		
4156	Unemployment Compensation							
4157	Clothing Allowance							
	ITEM TOTAL					\$19,635		
	<u>SUPPLIES, REPAIRS & MAINTENANCE</u>							
4210	Office Supplies					\$ 200		
4211	Duplicator Supplies & Paper					200		
4212	Printed Forms							
4213	Stationery & Envelopes					100		
4220	Misc. Operating Supplies							
4221	Motor Fuels							
4222	Lubricants & Additives							
4223	Cleaning Supplies							
4225	Shop Materials							
	ITEM SUB TOTAL					500		
	PAGE TOTAL							

CITY OF CRYSTAL OPERATING BUDGET

FUND GENERAL 01	DEPARTMENT	DEPT. NO.	FUNCTION			ACTIVITY		
ACCT. NO.	ITEM		1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	DEPT. REQ.	MANAGER PROPOSAL	ADOPTED
	SUPPLES, REPAIRS & MAINTENANCE (Con't.)							
4226	Chemicals & Chemical Products							
4227	Safety Supplies (OSHA)							
4229	Bike Route Expense							
4230	Repair & Maintenance Supplies							
4231	Equipment Repair							
4232	Tires & Recaps							
4233	Building Repair							
4234	Street Maintenance Materials.					250		
4235	Landscape Materials & Supplies							
4236	Street Signs & Striping Materials					1,000		
4237	Utility System Maintenance Supplies - Water Meters & Horns							
4238	Recreational Equipment Supplies							
4239	Recreational Consession Supplies							
4240	Small Tools							
4243	Tissue & Toweling							
4245	North Lift Station Repairs							
4246	Lift Station Repairs							
4247	Watermain Repairs							
4248	Reservoir Charges							
4249	Sewer Line Repairs							
	ITEM TOTAL					1,750		
	RUNNING SUB TOTAL							

CITY OF CRYSTAL OPERATING BUDGET

FUND GENERAL 01		DEPARTMENT	DEPT. NO.	FUNCTION			ACTIVITY		
ACCT. NO.	ITEM			1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	DEPT. REQ.	MANAGER PROPOSAL	ADOPTED
	<u>OTHER SERVICES & CHARGES</u>								
4310	Miscellaneous Professional Services								
4311	Personnel Testing & Recruitment								
4312	Legal Professional Services						1,000		
4313	Audit & Financial								
4314	Medical Exams & Evaluation								
	ITEM TOTAL						1,000		
	<u>COMMUNICATIONS</u>								
4320	Miscellaneous Communications								
4321	Postage						250		
4322	Telephone & Telegraph						50		
4323	Radio Units								
4324	Delivery Service						1,500		
	ITEM TOTAL						1,800		
	<u>TRANSPORTATION</u>								
4330	Miscellaneous Transportation								
4331	Travel Expense						200		
4334	Use of Personal Auto						300		
	ITEM TOTAL						500		
	<u>ADVERTISING</u>								
4340	Miscellaneous Advertising						2,200		
4341	Employment Advertising						100		
4342	Enterprise Advertising								
	ITEM TOTAL						2,300		
	RUNNING SUB TOTAL								

CITY OF CRYSTAL OPERATING BUDGET

FUND GENERAL 01	DEPARTMENT	DEPT. NO.	FUNCTION			ACTIVITY		
ACCT. NO.	ITEM		1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	DEPT. REQ.	MANAGER PROPOSAL	ADOPTED
	<u>OTHER SERVICES & CHARGES (Con't.)</u>							
	<u>Printing</u>							
4350	Miscellaneous Printing					1,400		
4351	Legal Notices Publishing					100		
4352	General Notices & Public Information					100		
4353	Ordinance Publication					100		
	ITEM TOTAL					1,700		
	<u>INSURANCE</u>							
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-		
	<u>UTILITIES</u>							
4371	Electric Service							
4372	Gas Service							
4373	Heating Oil							
4374	Street Lighting							
4376	Rubbish Removal					250		
	ITEM TOTAL					250		
	RUNNING SUB TOTAL							

CITY OF CRYSTAL OPERATING BUDGET

FUND GENERAL 01	DEPARTMENT	DEPT. NO.	FUNCTION			ACTIVITY		
ACCT. NO.	ITEM		1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	DEPT. REQ.	MANAGER PROPOSAL	ADOPTED
	<u>OTHER SERVICES & CHARGES (Con't.)</u>							
	<u>REPAIR & MAINTENANCE - CONTRACTUAL</u>							
4381	Automotive Equipment Repair							
4382	Other Equipment Repair							
4383	Buildings Repair							
4384	Streets Repair							
4385	Reservoir Repairs							
4386	Water Line Repair							
4387	Sewer Repair - Contractual							
4388	Lift Station Repairs - Contractual							
	ITEM TOTAL					-0-		
	<u>MAINTENANCE - CONTRACTUAL</u>							
4390	Service Contracts							
4391	Communication Systems Maintenance							
4392	Traffic Signal Maintenance							
	ITEM TOTAL							
	<u>RENTALS</u>							
4400	Miscellaneous Rentals							
4401	Ice Rental							
4402	Machinery & Equipment Rental					2,200		
4403	Office Equipment Rental							
4404	Data Processing Equipment Rental							
	ITEM TOTAL					2,200		
	<u>MISCELLANEOUS</u>							
4410	Miscellaneous							
4411	Conference & Schools					200		
4412	Meeting Expenses					150		
4413	Dues & Subscriptions					50		
4414	Licenses & Taxes					131		
4415	Awards					1,200		
4417	Books & Publications					100		
4418	Special Education on Reimbursement							
4419	Tree Disease							
	ITEM TOTAL					\$1,831		

CITY OF CRYSTAL OPERATING BUDGET

FUND GENERAL 01	DEPARTMENT	DEPT. NO.	FUNCTION			ACTIVITY		
ACCT. NO.	ITEM		1985 ACTUAL	1986 ACTUAL	1987 ADOPTED	DEPT. REQ.	MANAGER PROPOSAL	ADOPTED
	<u>OTHER SERVICES & CHARGES (Con't.)</u>							
	<u>OTHER CONTRACTUAL SERVICES</u>							
4420	Misc. Contractual Services					93,072		
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	<u>Sewage Disposal Charges - MSB</u>							
	ITEM TOTAL					93,072		
	<u>CAPITAL OUTLAY</u>							
4530	Other Improvements					5,000		
4550	Machinery Equipment							
4550	Furniture & Fixtures							
4551	Office Furnishings & Equipment							
4552	Mobile Equipment					30,500		
4553	<u>Misc. Capital Outlay</u>							
	ITEM TOTAL					35,500		
	GRAND TOTAL ALL ITEMS					\$161,538		

Date: September 24, 1987

To: John A. Olson

From: Miles D. Johnson

Re: Proposed Water & Sewer Rate Increase

I have done some calculations based on the following proposed Water & Sewer Rate Increases:

<u>Sewer</u>	<u>Present Rate</u>	<u>Proposed</u>
Standard Rate per home unit	\$21.00	\$24.00
Standard Rate Elderly	12.00	14.00
Rate for Metered Sewer	.65	.75
<u>Water</u> (100 cu. ft.)	.68	.72
<u>Total Revenue</u>	<u>Sewer</u>	<u>Water</u>
At new rates	\$1,012,561	\$772,000
At old rates	885,000	715,000
<u>Increased Revenue</u>	<u>\$ 127,561</u>	<u>\$ 57,000</u>

MJ/kk

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:

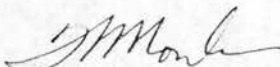
Water Utility	\$755,000
Sewer Utility	\$990,000

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:

Eff. Date	Water Rate (per 100 cu.ft.)	Sewer Rate (per quarter residential)	Sewer Rate (per quarter elderly)	Sewer Rate (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

September 24, 1987

TO: John A. Olson, Acting City Manager
FROM: Nancy Deno, Administrative Assistant
RE: Room Rental - District 281, Chapter One Program

District 281 requests the use of Rooms 104 and 102 at Thorson Community Center for their Chapter One Program. The Chapter One Program would use classroom space at Thorson from October through May for the 1987-88 school year; times of use from 8:30 a.m. to 12:30 p.m. daily. The District is also requesting a room rental fee of \$4 per hour, the same rates we charged for the school years of 1986 and 1987.

Thorson has time and space available for rental of Rooms 104 and 102 for this purpose. I recommend approval of use of Rooms 104 and 102 at Thorson Community Center for District 281 Area Schools Chapter One Program for the 1987-88 school year.

ND/js

SUBLEASE

This sublease (hereinafter called the "sublease") is made this 6th day of October, 1987, by and between the CITY OF CRYSTAL, MINNESOTA (hereinafter called the "City"), and INDEPENDENT SCHOOL DISTRICT NO. 281 (hereinafter called the "tenant") and provides as follows:

WHEREAS the City is lessee under a certain lease (hereinafter called the "lease") for a term commencing January 1, 1980, with Independent School District No. 281 as lessor (hereinafter called the "lessor"), under which lease the City has leased the following described premises:

The school building, school property and fixed equipment at 7323 - 58th Avenue North, Crystal, Minnesota, known as the Thora Thorson Elementary School, and legally described as:

The northerly 897.6 feet of the west half of Lot 32, of Auditor's Subdivision No. 226, Hennepin County, Minnesota.

WHEREAS, the City has, in accordance with paragraph 16 of the lease, obtained lessor's necessary prior written consent to this sublease, including the rentals provided for herein:

NOW, THEREFORE, the City and the tenant agree as follows:

1. Premises: the City hereby subleases and demises to tenant the following portion of the above-described property:

Room 102 and Room 104

In addition, tenant shall have the right to use such parking facilities as are made available at the school site together with common hallways and restrooms. The City reserves the right to use the leased premises as a meeting room at any time it is not used by lessee.

2. Term: This sublease shall be for a term commencing on the date thereof, and terminating on the 20th day of May, 1988. This lease may be terminated earlier by giving one month's notice by registered mail of the intention of either the City or the tenant to so terminate this sublease.

3. Rent: The rent shall be \$4.00 per hour of use, payable 30 days in advance on the first day of each month of the term of this sublease.

Tenant shall deposit \$ - 0 - with the City, receipt of which is hereby acknowledged, as security for the performance of tenant's obligations under this sublease, but the existence of such a deposit shall neither excuse tenant from the performance of any of its obligations hereunder nor impose any obligations whatsoever upon the City necessarily to see to the performance of the same should tenant be in default thereof. This security deposit, or so much thereof as is not needed by the City to satisfy tenant's obligations hereunder, shall be returned to tenant upon the expiration or termination of this sublease.

4. Purpose. The tenant may use the demised premises for non-profit community purposes. The tenant shall not use or knowingly permit any part of the subleased property to be used for any unlawful purpose. Additionally, the tenant shall not use or occupy or permit the subleased property to be used or occupied, and shall not permit anything to be done in or on the leased property, in a manner which will make it impossible to obtain fire or other insurance required to be furnished hereunder or under the lease, or which will cause or be likely to cause structural damage to the building or any part thereof, or which will constitute a public or private nuisance, and shall not use or occupy or permit the leased premises to be used or occupied in any manner which will violate any laws or regulations of any governmental authority, and the tenant hereby represents that it is a governmental agency, a non-profit corporation, or a non-profit association, or otherwise is an organization described in Section 515.19, Subd. 4 (c) of the Crystal City Code, Appendix I (Zoning).

5. Maintenance, repair, or replacement. The City and tenant hereby allocate responsibilities for the maintenance, repair, or replacement of the demised premises or of the property of which the demised premises are a part as follows:

- A. Tenant shall maintain and repair the demised premises and keep them in the same general condition as they were at the commencement of this sublease.
- B. Tenant shall replace all broken glass in the demised premises with glass of the same quality.
- C. The City shall perform routine maintenance and repair to the plumbing, electrical, heating, ventilating and utility metering equipment and facilities and shall replace plumbing, electrical, heating, ventilating and utility metering equipment and facilities if replacement is necessary by ordinary wear and tear.
- D. The City shall maintain and repair all parking areas, driveways and walkways and shall remove snow and ice from the sidewalks and parking area, and shall mow the grass on the site surrounding the premises.

- E. All maintenance, repairs and replacements shall be made promptly and in a good and workmanlike manner and so that the defective parts of the demised premises are put in good, tenable and sanitary condition.
- F. If it should be necessary to repair, maintain or replace any of the structural members of the building, its walls, footings, roof, floors or doorways, the City, at its sole discretion, may decline to do so, and the City shall not be liable to the tenant or any of its subtenants or assigns for its decision not to do so. If the City elects not to repair, maintain or replace any of the structural members of the building, either party may terminate this sublease forthwith.
- G. The City shall, at its own expense, make any and all necessary alterations and repairs to the demised premises to comply with the barrier-free requirements of any federal or state or municipal law, except that any such compliance measures necessitated by permitted alterations of the demised premises made or caused to be made by tenant shall be tenant's responsibility.

6. Utilities. The parties shall have the following duties and responsibilities as to the supply of utilities for use in the demised premises:

- A. The City shall supply at its own expense fuel for heating.
- B. The City shall supply at its own expense water and sewage disposal.
- C. The City shall supply at its own expense electric power.
- D. The City will keep in operation in the building necessary and customary heating apparatus for the use during such periods as may be necessary.

7. Initial condition of premises. The City represents that it is not aware of any substantial defect in the demised premises. Tenant represents that it has examined the demised property and accepts it in its present condition except as hereinafter provided and except that the tenant does not waive any rights against the City with respect to concealed defects that may now exist.

8. The City's representations of leaseable interests and of permissible use.
The City represents that it has the full right, power and authority to enter into this sub-

lease for the term herein granted and that the subleased property may be used by tenant during the term and for the purposes herein specified.

9. Directives of governmental agencies. The parties shall both have duties and responsibilities as to compliance with the orders of all governmental agencies having jurisdiction over the demised premises.

- A. Tenant shall, however, at its own expense, comply with such orders which relate to the use and condition thereof, the issuance of which is primarily occasioned by the purpose for which the tenant uses or proposes to use the demised premises. The City shall also, at its own expense, comply with such orders which relate to tenant's improvements and betterments.
- B. If the City is directed by any governmental agency to make substantial alterations in the structure of the building, or if it becomes necessary to maintain, repair or replace all structural members, walls, footings, roofs, floors and doorways, or to replace plumbing, electrical, heating, ventilating, and utility metering equipment and facilities necessitated by ordinary wear and tear, and the City, in its sole discretion, finds that such obligations will impose a financial hardship upon the City, the City shall have the option not to make such structural alterations or repairs or replacements of services and may terminate this sublease as provided in paragraph two. Tenant hereby waives any claims or causes of action against the City by reason of the City's election not to make such alterations and repairs. In addition, the tenant acknowledges that a provision similar to the foregoing is contained in paragraph 7.B. of the lease, and the tenant hereby agrees that if lessor elects to terminate the City's lease pursuant to the terms thereof or pursuant to any other provision of the lease granting lessor the right to terminate the lease, then upon the City's notification to the tenant thereof, this sublease shall also terminate, and tenant hereby waives any causes of action which may lie against the City arising out of lessor's election to terminate the lease.

10. Hazard insurance. The City shall at all times during the term of this lease procure and maintain, at its own expense, fire insurance with an extended coverage endorsement insuring the building and contents owned by the lessor located on the demised premises to the extent of 90% of the insurable value thereof or the amount set out in the co-insurance clause of the policy, whichever is greater. Tenant shall at all times during the term of its sublease procure and maintain at tenant's expense fire insurance with an extended coverage endorsement, insuring the improvements,

betterments, fixtures and merchandise owned or installed by tenant in the demised premises with the City named as additional insured.

11. Damage or destruction caused by tenant. If the demised premises, or any part thereof, or any part of the improvements of which they form a part, are damaged or destroyed by the willful or negligent conduct of tenant or its agents, employees or independent contractors, tenant shall promptly repair such damage or replace such improvements so destroyed; provided that, if such damage or destruction is or would be covered by insurance required to be procured and maintained by the terms of this agreement, then to the extent that the cost of repairing or replacing such damage or destruction does not exceed the applicable proceeds of such insurance, tenant shall be relieved from any obligation to pay for such repair or replacement.

12. Waiver of claim. Tenant shall be solely responsible for all accidents or injuries to persons or property caused by its operations on the premises and shall hold the City harmless against any claims for damages or injuries to persons or property resulting from the carelessness, negligence or improper conduct of tenant, its agents or employees.

13. Terminal condition of premises. At the expiration of this sublease by lapse of time or otherwise, tenant shall return the demised premises in as good condition as when tenant took possession.

14. Public liability and property damage insurance. Tenant shall at all times during the term of this sublease procure and maintain, at tenant's expense, general public

liability insurance with the City named as an additional insured and provide evidence of insurance to the City. This insurance policy shall cover the claims for personal injuries, wrongful death, and property damage occurring in or from the premises demised for tenant's use. Such insurance is to afford protection to a limit of not less than \$600,000 in respect to injuries or death for any one event and to a limit of not less than \$150,000 in respect to property damage.

15. Indemnification and release. Tenant shall indemnify and save harmless the City against and from any and all claims by or on behalf of any person or persons for personal injuries, wrongful death, loss of use, or property damage arising out of any act or occurrence committed or happening in or from the demised premises during the term of this sublease.

Indemnification required by the terms hereof shall include, but not by way of limitation, all costs, counsel fees, expenses, and liabilities incurred in connection with the defense of such claims.

16. Quiet enjoyment. The tenant, upon the payment of the rent and upon the performance of all the terms of this sublease, shall at all times during the lease term, and during any extension or renewal term, peaceably and quietly enjoy the subleased premises without any disturbance from the City or from any other person claiming through the City.

17. Restriction on tenant. Tenant shall not, without the prior written consent of the City, sublease all or any part of the demised premises.

18. Alterations and improvements. The tenant, at its own expense, may make changes or alterations to the demised premises subject to the following conditions:

- A. No change or alteration shall be made without first obtaining the written consent of the City.
- B. No change or alteration shall at any time be made which shall impair the structural soundness of the building on the subleased property.
- C. No change or alterations shall be undertaken until the tenant shall have procured and paid for all lawful and applicable municipal and other governmental permits and authorizations of the various municipal departments and governmental subdivisions having jurisdiction.
- D. All work done in connection with any change or alteration shall be done in good and workmanlike manner and in compliance with the building and zoning laws and all other laws, ordinances, orders, rules and requirements of all state and municipal governments.
- E. The tenant shall hold the City and the property of which the demised premises are a part harmless against all claims and demands of every kind and character which result from or arise out of making such alterations and improvements.
- F. Any alteration, addition, and improvement placed upon the subleased property by the tenant, as well as fixtures, shall immediately become the property of the City and at the end of the termination of this sublease shall be surrendered to the City, provided, however, that the movable furniture, movable personal property and movable trade fixtures put in at the expense of the tenant may be removed by the tenant at its expense at or before the expiration or similar termination of this sublease and shall not be deemed to be the property of, nor surrendered to, the City. Tenant shall repair damages caused by removal of said movable personal property and movable trade fixtures.

19. Severability. If any provisions of this sublease shall be declared invalid or unenforceable, the remainder of the sublease shall continue in full force and effect.

20. Non-Discrimination. Tenant agrees that it will not discriminate in employment, in its programs or in any other respect against any person on the grounds of race, religion, age, sex, handicap, marital status, public assistance status or national origin, and no person who is protected by applicable Federal or State Laws against discrimination shall be otherwise

subjected by tenant to discrimination. Tenant agrees to comply with all applicable Federal, State, County and Municipal regulations and orders for purposes of investigation to ascertain compliance with such rules, regulations and orders.

21. Acknowledgement. The undersigned hereby acknowledge that they are duly authorized to and do execute this sublease on behalf of the parties hereto, respectively.

CITY OF CRYSTAL

INDEPENDENT SCHOOL DISTRICT
NO. 281

By _____
Its Mayor

By _____
Its _____

By _____
Its Acting City Manager

By _____
Its _____

September 18, 1987

TO: John A. Olson Acting City Manager *ADW*
FROM: Nancy Deno, Administrative Assistant
RE: Employees Assistance Program - Contract Renewal

Attached is a contract for renewal for the employee Assistance Program run by Metropolitan Clinic of Counseling, Inc. As you know, this program is for all employees and volunteer fire fighters for the City of Crystal. Metropolitan Clinic of Counseling provides diagnostic services (problem assessment and initial counseling) and referral services to all employees of the City of Crystal and to the employees' dependants and household members. The program also allows for supervisors to interact with their employees and to refer them to the program if the need arises.

I am requesting that the Council approve the contract renewal between the Metropolitan Clinic of Counseling and the City of Crystal. Fee for renewal is \$1,032 which is \$8 per employee. The maximum amount that the City will be charged for useage of the program is \$2,064. Money has been budgeted for contract renewal for 1987-88 year for the contract with Metropolitan Clinic of Counseling and the City of Crystal.

ND/js

COPY

STATEMENT OF AGREEMENT
BETWEEN
METROPOLITAN CLINIC OF COUNSELING, INC.
AND
CITY OF CRYSTAL

This agreement is for the period September 1, 1987 to August 31, 1988. In this agreement the term EMPLOYER refers to City of Crystal and MCC refers to Metropolitan Clinic of Counseling, Inc.

1. **SERVICES.** Metropolitan Clinic of Counseling (MCC), has agreed to provide diagnostic services (problem assessment and initial counseling) and referral services (motivational counseling, referral to competent care and follow-up) to all employees of the EMPLOYER, to the employee's dependents and household members.
2. **SERVICE AVAILABILITY.** Diagnostic and referral services will be available from any of the Metropolitan Clinic of Counseling's seven office locations in the Minneapolis-St. Paul metropolitan area and two days a week in Northfield. Emergency and after-hours calls will be responded to by a professional staff member on a 24-hour daily basis.
3. **ADDITIONAL SERVICES.** MCC agrees to periodically provide to the EMPLOYER brochures aimed at maintaining employee awareness. MCC agrees to periodically provide to the EMPLOYER a statistical report regarding utilization of the services.
4. **EMPLOYER RESPONSIBILITIES.** To assure adequate acceptability and utilization of these diagnostic and referral services, the EMPLOYER agrees to participate in program exposure and employee education of the services available. Mailings to employees shall be the expense of the EMPLOYER. The EMPLOYER agrees to provide a list of names of employees covered under this program. The EMPLOYER agrees to provide MCC with a copy of its current hospitalization and health insurance policies which are relevant.
5. **FEE.** The base retainer fee for the agreement period is \$1,032.00. The base retainer fee is based upon the per employee rate of \$8.00++ for 129 employees. The base retainer fee will cover all diagnostic and referral services up to a 3.00% annual utilization.

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

Base Retainer Fee: (3.00% usage)	8.00/employee = \$1,032.00
3.01 - 4.00%	10.67/employee = \$1,376.43
4.01 - 5.00%	13.33/employee = \$1,719.57
5.01 - 6.00%	16.00/employee = \$2,064.00
6.00% or more = Maximum Fee	16.00/employee = \$2,064.00

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

Invoices are due and payable within (30) days of invoice date. Past due accounts are subject to 1 1/2% per month service charge, which is 18% per annum.

James B. Atobner
METROPOLITAN CLINIC OF COUNSELING, INC.

7-2-87
DATE

CITY OF CRYSTAL

DATE

AMENDMENT NO. 1 TO CONTRACT NO. 70463

THIS AGREEMENT made and entered into by and between the COUNTY OF HENNEPIN, State of Minnesota, hereinafter referred to as "COUNTY," and the CITY OF Crystal, hereinafter referred to as "COOPERATING UNIT." Said parties to this Agreement each being governmental units of the State of Minnesota, and is made pursuant to Minnesota Statutes, Section 471.59;

It is hereby agreed that that certain agreement, made and entered into on September 15, 1987, and bearing Contract No. 70463 between the herein-named parties covering joint cooperation in the Urban Hennepin County Community Development Block Grant program is hereby amended in accordance with the provision set forth below:

Section I. DEFINITIONS, of the original contract shall be amended by adding paragraph F. "Metropolitan City" which shall read:

- F. "Metropolitan City" means any City located in whole or in part in Hennepin County which is certified by HUD to have a population of 50,000 or more people.

Section III. AGREEMENT, Paragraph A of the original contract shall be amended to read:

- A. The term of this Agreement is for a period commencing on the effective date of October 1, 1987, and terminating no sooner than the end of program year sixteen (XVI) covered by the Statement of Objectives and Projected Use of Funds for the basic grant amount authorized by HUD subsequent to the effective date and for such additional time as may be required for the expenditure of funds granted to the County for such period.

Section III. AGREEMENT, of the original contract shall be amended by adding paragraph D. which shall read:

- D. COOPERATING UNIT and COUNTY shall take all action necessary to assure compliance with the urban county's certification required by Section 104(b) of the Title I of the Housing and Community Development Act of 1974, as amended, including Title VI of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, Section 109 of Title I of the Housing and Community Development Act of 1974, and other applicable laws.

Section VII. FINANCIAL MATTERS, paragraph E. of the original contract shall be amended to read:

- E. COOPERATING UNIT shall inform COUNTY of any income generated by the expenditure of CDBG funds it has received and shall pay to COUNTY all program income generation except as derived from activities with an approved revolving account.

1. COUNTY will retain ten percent (10%) of all program income paid to COUNTY to defray administration expenses.
2. The remaining ninety percent (90%) of the program income paid to COUNTY shall be credited to the grant authority of COOPERATING UNIT whose activity generated the program income and shall be used for fundable and eligible CDBG activities consistent with this Agreement.
3. COOPERATING UNIT is authorized to retain program income derived from activities with an approved revolving account provided such income is used only for eligible activities in accordance with all CDBG requirements as they may apply.
4. COOPERATING UNIT shall maintain appropriate records and make reports to COUNTY as may be needed to enable COUNTY to monitor and report to HUD on the use of any program income.
5. Any program income that is on hand or received subsequent to the closeout or change in status of COOPERATING UNIT shall be paid to COUNTY.

Section VIII. REAL PROPERTY ACQUISITION OR IMPROVEMENT, shall be added to the original contract and shall read:

SECTION VIII. REAL PROPERTY ACQUISITION OR IMPROVEMENT

The following provisions shall apply to real property acquired or improved in whole or in part using CDBG funds.

- A. COOPERATING UNIT shall promptly notify COUNTY of any modification or change in the use of real property from that planned at the time of acquisition or improvement including disposition.
- B. COOPERATING UNIT shall reimburse COUNTY in an amount equal to the current fair market value (less any portion thereof attributable to expenditures of non-CDBG funds) of property acquired or improved with CDBG funds that is sold or transferred for a use which does not qualify under the CDBG regulations.
- C. Program income generated from the disposition or transfer of property prior to or subsequent to the closeout, change of status or termination of this Agreement shall be treated as stipulated in Section VII, paragraph E of this Agreement.

Section IX. METROPOLITAN CITIES, shall be added to the original contract and shall read:

SECTION IX. METROPOLITAN CITIES

- A. Any metropolitan city executing this agreement shall defer their entitlement status and become part of Urban Hennepin County only under condition that a statutory provision authorizing deferral of metropolitan city status becomes enacted prior to the official allocation of the FY 1988 CDBG funds.
- B. Should the statutory provision authorizing deferral of metropolitan city status not be enacted it will be necessary for Hennepin County and any metropolitan city executing this agreement to request HUD to approve the inclusion of the metropolitan city as a part of Urban Hennepin County for purposes of planning and implementing a joint community development and housing assistance program. In such a case this agreement shall be fully effective.

This agreement shall be effective for the same period as the original agreement.

Except as hereinabove amended, the terms, condition and provision of said Contract No. 70463, dated September 15, 1987, shall remain in full force and effect.

COOPERATING UNIT, having signed this agreement, and the Hennepin County Board of Commissioners having duly approved this agreement on _____, 1987, and pursuant to such approval and the proper County official having signed this agreement, the parties hereto agree to be bound by the provisions herein set forth.

Upon proper execution, this agreement will be legally valid and binding.


Assistant County Attorney
Date: 9-25-87

APPROVED AS TO EXECUTION:

Assistant County Attorney
Date: _____

COUNTY OF HENNEPIN, STATE OF MINNESOTA

By: _____
Chairman of its County Board

And: _____
Deputy/Associate County Administrator

ATTEST: _____
Deputy County Auditor

CITY OF CRYSTAL

By: _____
Its Acting City Manager, John A. Olson

And: _____
Its Mayor, Thomas N. Aaker

The City is Organized pursuant to:
____ Plan A ____ Plan B x Charter

RESOLUTION NO. 87-

**RESOLUTION APPROVING AMENDMENT TO JOINT COOPERATION
AGREEMENT, COUNTY CONTRACT NO. 70463**

WHEREAS, The City of Crystal, Minnesota, in the County of Hennepin, executed a Joint Cooperation Agreement, County Contract Number 70463, by resolution on August 4, 1987, for the purposes of qualifying for continuance in the United States Department of Housing & Urban Development Community Development Block Grant Program for fiscal years 1988, 1989 and 1990, and

WHEREAS, the county has been required by the United States Department of Housing & Urban Development to amend the contract to satisfy additional requirements, and

WHEREAS, these amendments do not change the original intent of County Contract Number 70463.

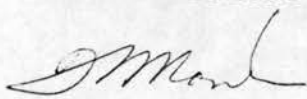
NOW, THEREFORE, BE IT RESOLVED, that Amendment Number 1 to the Joint Cooperation Agreement, County Contract Number 70463, be approved and that the Mayor and City Manager be authorized to sign the amendment on behalf of the City of Crystal.

TO: John A. Olson, Acting City Manager
FROM: Bill Monk, City Engineer
DATE: October 1, 1987
RE: Final Payment for Bass Lake Road Streetscape Project

Construction on the Bass Lake Road Streetscape Project is now complete. A copy of Change Order No. 3 and (Final) Payment No. 10 are enclosed for Council consideration. Both items need to be approved by the Council to finalize the project. As noted on the attached map, the limits of the Streetscape Project are somewhat narrow and do not include any work within Becker Park.

At a final cost of \$464,279.86 the project is 3% under the original contract amount even though several change orders were required. This office is not aware of any uncompleted or improperly constructed work items and acceptance of the project is recommended.

A representative of BRW will be in attendance to answer questions concerning the change order and final payment. It is anticipated that consideration of final payment for the Becker Park Project also under contract to Hardrives, Inc. will be before the Council sometime in November.



WM:jrs

Encls



BENNETT, RINGROSE, WOLSFELD, JARVIS, GARDNER, INC. • THRESHER SQUARE • 700 THIRD STREET SOUTH • MINNEAPOLIS, MN 55415 • PHONE 612/370-0700

BRW Copy
City Copy ✓
Contractor Copy
Inspector Copy

PLANNING
TRANSPORTATION
ENGINEERING
ARCHITECTURE

CHANGE ORDER NO. 3
TO CONSTRUCTION FOR
BASS LAKE ROAD STREETScape

CITY OF CRYSTAL
AUGUST 28, 1987

FILE: 63-8603

BENNETT-RINGROSE-WOLSFELD-
JARVIS-GARDNER, INC.
700 Third Street South
Minneapolis, MN 55415

The following work has been added or deducted from the contract to Bass Lake Road Streetscape.

Additional Work

1. Additional support wall with footings along the south side of Champion Auto Store to work with existing field conditions.
(47 LF @ \$52.80) \$2,481.60
2. Concrete sidewalk six inches thick under canopy on the south side of Champion Auto Store.
(280 SF @ \$3.19) \$ 893.20
3. Refabricate handrails to work with field conditions at Champion Auto Store.
\$ 427.80
4. Provide additional integral colored concrete for light bases along Bass Lake Road.
\$3,234.00
5. Additional quick couplers for sprinkler system along north side of Bass Lake Road.
(10 @ \$80.00) \$ 800.00

Total Additions

\$7,916.60

DAVID J. BENNETT

DONALD W. RINGROSE

RICHARD P. WOLSFELD

PETER E. JARVIS

LAWRENCE J. GARDNER

THOMAS F. CARROLL

CRAIG A. AMUNDSEN

DONALD E. HUNT

MARK G. SWENSON

JOHN B. McNAMARA

DONALD L. CRAIG

RICHARD D. PILGRIM

DALE N. BECKMANN

DENNIS J. SUTLIFF

MINNEAPOLIS

DENVER

PHOENIX

Deleted Work

1. Reduce the design height of concrete planter edge along the north side of Bass Lake Road.

(579.5 LF @ \$0.55) \$ 318.73

2. Reduce depth of Class 5 aggregate base under concrete sidewalk from six inches to four inches.

(2,242.57 SY @ \$0.36) \$ 807.33

3. Reduce length of walls/planters after remeasurement in field.

(4.7 LF @ \$170.00) \$ 799.00

4. Reduce size of Red Sunset Maple Trees.

(7 @ \$75.00) \$ 525.00

5. Remove ground cover plants from planting plans.

(468 x \$0.75) \$ 351.00

Total Deleted Work \$2,801.60

Summary

Total Additional Work \$7,916.60

Total Deleted Work \$2,801.06

Total Additional Work \$5,115.54

APPLICATION FOR PAYMENT

NO. 10 (Final Payment)

Project Bass Lake Road Streetscape
Owner City of Crystal
Owner's Project No. _____ Engineer's File No. 63-8603
Contractor Hardrives, Inc.
Application Date August 28, 1987 For Period Ending August 12, 1987

STATEMENT OF WORK

Original Contract Amount	\$ <u>478,576.00</u>
Net Change By Change Order No. 1, 2, and 3	\$ <u>9,834.60</u>
Contract Amount to Date	\$ <u>488,410.60</u>
Total Amount of Work Completed to Date	\$ <u>464,279.86</u>
Material Suitably Stored on Site but not Incorporated into Work	\$ <u>0.00</u>
Gross Amount Due to Date	\$ <u>464,279.86</u>
Less <u>0</u> % Retainage	\$ <u>0.00</u>
Amount Due to Date	\$ <u>464,279.86</u>
Less Previous Payments	\$ <u>426,670.38</u>
Payment Due this Application	\$ <u>37,609.48</u>

August, 1987

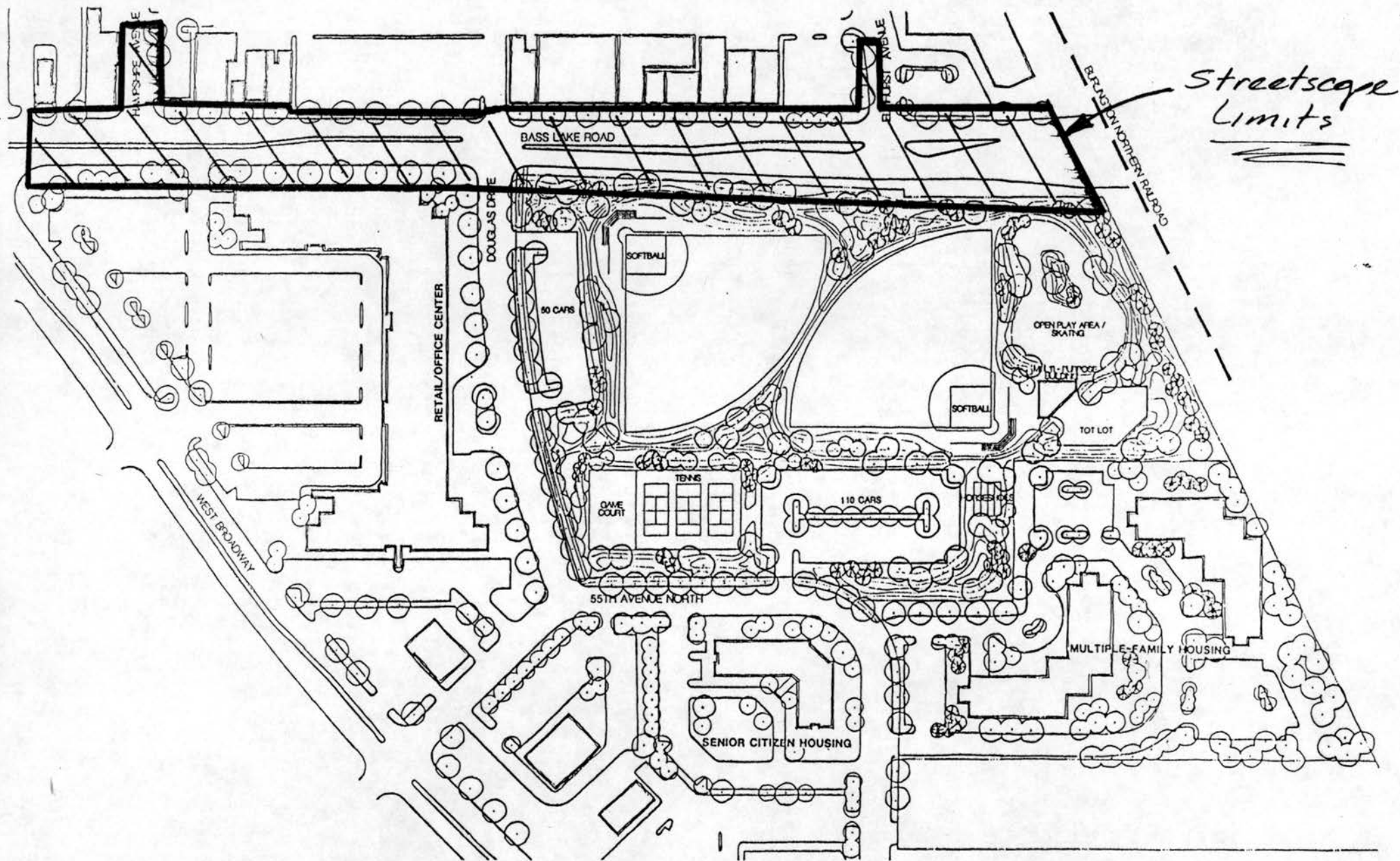
BASS LAKE ROAD STREETScape

Item No.	Item Description	Unit	Approximate Contract Quantities	Estimated Quantity To Date	Unit Price	Amount
1.	Mobilization	LS	1.00	1.00	7000.00	\$7,000.00
2.	Remove Concrete Walk	SY	380.00	584.70	8.00	\$4,677.60
3.	Remove Bit. Pavement	SY	3000.00	1460.50	2.00	\$2,921.00
4.	Excavation	CY	1000.00	1000.00	7.00	\$7,000.00
5.	Irrigation System	LS	1.00	1.00	27500.00	\$27,500.00
6.	Sodding	SY	667.00	261.00	3.00	\$783.00
7.	Tree, Shrubs & Ground Covers	LS	1.00	1.00	50000.00	\$50,000.00
8.	Bike Rack	EA	6.00	6.00	740.00	\$4,440.00
9.	Planter Urns					
	Type A	EA	12.00	12.00	700.00	\$8,400.00
	Type B	EA	3.00	3.00	600.00	\$1,800.00
	Type C	EA	16.00	16.00	900.00	\$14,400.00
10.	Waste Receptacle	EA	6.00	6.00	860.00	\$5,160.00
11.	Bollards					
	Type A	EA	6.00	6.00	620.00	\$3,720.00
	Type B	EA	6.00	6.00	620.00	\$3,720.00
	Type C	EA	6.00	6.00	620.00	\$3,720.00
12.	Lighted Bollard	EA	4.00	4.00	1530.00	\$6,120.00
13.	Bench					
	Type A	EA	4.00	4.13	400.00	\$1,650.00
	Type B	EA	6.00	3.00	750.00	\$2,250.00
	Type C	EA	2.00	2.00	800.00	\$1,600.00
14.	Brick Pavers	SF	3178.00	3284.00	10.50	\$34,482.00
15.	B612 Curb & Gutter (Comp.)	LF	167.00	137.00	11.00	\$1,507.00
16.	Concrete Planter (Comp.)	LF	614.00	579.50	18.50	\$10,720.75
17.	Walls/Planter	LF	577.00	476.00	170.00	\$80,920.00

August, 1987

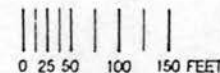
BASS LAKE ROAD STREETSCAPE

Item No.	Item Description	Unit	Approximate Contract Quantities	Estimated Quantity To Date	Unit Price	Amount
18.	Light Fixture (Pedestrian)	EA	21.00	21.00	2500.00	\$52,500.00
18a.	Light Fixture (Ped.) Not Installed	EA	1.00	1.00	1800.00	\$1,800.00
19.	Light Fixture (Street)	EA	9.00	10.00	3250.00	\$32,500.00
20.	3"-2341 Bit. Wear Course w/8" CL-5 Base (Comp.)	SY	40.00	61.00	25.00	\$1,525.00
21.	Service Connection	LS	1.00	1.00	5500.00	\$5,500.00
22.	Steel Header	LF	340.00	410.00	5.00	\$2,050.00
23.	Concrete Steps & Handrails (Comp.)	LS	1.00	1.00	3100.00	\$3,100.00
24.	Concrete Ramp & Handrails (Comp.)	LS	1.00	1.00	2100.00	\$2,100.00
25.	4" Conc. Walk w/6" CL-5 Base	SY	3500.00	3203.67	21.50	\$68,878.91
26.	Change Order #1	EA	1.00	1.00	4719.06	\$4,719.06
27.	Change Order #2	EA	1.00	1.00	5115.54	\$5,115.54
TOTAL						\$464,279.86



BASS LAKE ROAD - BECKER PARK REDEVELOPMENT PLAN

BRW
BROOKS REYNOLDS WATSON
ARCHITECTS
PLANNERS
ENGINEERS
LANDSCAPE ARCHITECTS
1000 10TH AVENUE NORTH
SUITE 100
MINNEAPOLIS, MN 55401
TEL: 612.338.1234
FAX: 612.338.1235
WWW.BRW-ARCH.COM



Member _____ moved and Member _____ seconded a motion that the following resolution be adopted this _____ day of _____, 1987.

87-67
RESOLUTION NO. 3958

A RESOLUTION REQUESTING EQUAL TREATMENT FOR CITIES
IN DISTRIBUTION OF TAX SETTLEMENTS AS PROVIDED TO
SCHOOL DISTRICTS UNDER STATE STATUTE 276.11

WHEREAS, Minnesota State Statute 276.11 provides for 50% the estimated taxes collected within seven business days and payment of the remaining 50% within fourteen business days to School Districts, and

WHEREAS, The City of ^{Crystal} Robbinsdale suffers loss of income generated from property tax payments due to delay of distribution to the City for forty-five days, and

WHEREAS, the residents of the City of ^{Crystal} Robbinsdale have to pay a higher property tax than would be necessary if distribution was made earlier than the present forty-five days, and

WHEREAS, the present system discriminates against taxing authorities by providing earlier distributions only to school districts.

NOW, THEREFORE, BE IT RESOLVED that the state Legislative Representative of both the Senate and the House be requested to sponsor legislation to rectify this gross inequity by placing all taxing authorities on the same basis as school districts in the distribution of property taxes.

The question was on the adoption of the resolution and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS _____ DAY OF _____, 1987.

Raymond A. Mattson, Mayor

ATTEST:

Bernadette H. Leaf, City Clerk

(Seal)



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

ADMINISTRATIVE OFFICE

MEMO TO: ALL HOLDERS OF CRYSTAL CITY CODE BOOKS

FROM: DARLENE GEORGE, CITY CLERK *D.G.*

Attached you will find a copy of a new ordinance, or ordinances, as the case may be, which were recently passed by the City Council and are in effect.

Please remove the old page or pages from your Crystal Code Book and replace them with the new, as this is the only way you will keep your book up-to-date.

Thank you for your cooperation.

enclosure

Section 1330 - Recreational Vehicles
and Equipment

1330.01. Purpose and Intent. The purpose of this Section is to prevent public nuisances by reasonable regulations for use, parking and storage of recreational vehicles and equipment on public and private property in the City (Ord. No. 75.2, Sec. 1)

1330.03. Definitions. Subdivision 1. For the purposes of this Section, the terms defined in this subsection have the meaning given them.

Subd. 2. "Recreational Vehicle" means:

- a. Licensed and unlicensed motor vehicles and emergency vehicles as defined in Section 169.01, Minnesota Statutes;
- b. Snowmobiles as defined in Section 1335 of this code.
- c. All-terrain vehicles, having tracks or wheels, two or more of which provide propelling force, capable of traveling on more than one terrain condition. This category includes four-wheel drive vehicles, amphibians, and sport tractors.
- d. Low profile, self-propelled recreational vehicles designed for conveyance of driver or passenger, commonly referred to as "go-carts".

Subd. 3. "Recreational Vehicles and Equipment" means, in addition to the vehicles defined in Subdivision 2, house trailers, including those which telescope or fold down, chassis mounted campers, house cars, motor homes, tent trailers, slip in campers, converted busses, and converted vans;

1. House trailers, chassis mounted campers, house cars, motor homes, tent trailers, slip in campers, converted busses and converted vans are units designed and used for human living quarters within the scope of Category I & II vehicles defined in subsection 1330.03, and meeting the following qualifications:

- a. Are not used as the residence of the owner or occupant,
- b. Are used for temporary living quarters by the owner or occupant while engaged in recreational or vacation activities,
- c. Are self propelled or towed on the public street or highways incidental to such recreational or vacation activities.

2. Slip in campers are mounted into a pickup truck in the pickup box, either by bolting through the floor of the pickup box or by firmly clamping to the side of the pickup box.

The term includes snowmobiles and snowmobile trailers, boats and boat trailers, and all terrain vehicles and all terrain vehicle trailers. The term does not include mobile homes or house trailers as defined in Minnesota Statutes 168.011, Subdivision 8.

Subd. 4. "Category I Vehicles and Equipment" means those vehicles and equipment which do not exceed 32 feet in body length, excluding bumpers and tongues; "Category II Vehicles and Equipment" means all other such vehicles and equipment. (Amended, Ord. No. 87-8, Sec. 1)

CHAPTER I

GENERAL PROVISIONS

Section 100 - Title; Citation; Statutory References

100.01. Title. This codification of the ordinances of the City of Crystal may be referred to and cited as: "The Crystal City Code of 1973."

100.03. Citation; Reference; Numbering System. For the purposes of internal references in this Code and citation by its users, the following terms shall be used:

Chapter	Roman numerals (e.g. Chapter XI)
Section	Arabic numerals (e.g. Section 1100)
Subsection	Arabic numerals for section and subsection separated by decimal (e.g. Subsection 110.01)

Reference or citations made in a form other than the foregoing shall not defeat the intent of the Council in enacting an ordinance or the intent of a user in citing the Code when such intent is otherwise clear. This Code shall be construed liberally to carry out its purposes.

100.05. Adoption by Reference. Statute or administrative rules or regulations of the State of Minnesota, codes and ordinances adopted by reference in this Code are adopted pursuant to authority granted by Minnesota Statutes, Section 471.62. At least one copy of any item so adopted, but not less than the number of copies required by law, shall be kept in the office of the City Clerk for use by the public.

100.07. Official Statutes; Codes, Regulations; and Ordinances. References in this Code to Minnesota Statutes are to Minnesota Statutes 1986, and Laws of Minnesota 1987 unless otherwise provided in this Code. References in this Code to Rules and Regulations of state agencies, codes, and ordinances of other municipalities are to those documents in effect on July 1, 1987, unless otherwise provided. (Amended, Ord. No. 74.5, Sec. 1; Ord. No. 76-17, Sec. 1; Ord. No. 79.9, Sec. 1; Ord. No. 81-15, Sec. 1; Ord. No. 82-8, Sec. 1; Ord. No. 85-19, Sec. 1; Ord. No. 86-11, Sec. 1; Ord No. 87-9, Sec. 1)

100.09. Relation to State Law. It is the intent of the Crystal City Council that the provisions of this Code are the fullest exercise of the regulatory and other powers granted to it by State law and the City Charter. When this Code imposes a more stringent rule or standard of conduct than contained in similar provisions of State law, rule or regulation, it is the intent of the Council that the provisions of this Code prevail over such State law, rule or regulation to the extent permitted by law.

PARK AND RECREATION ADVISORY COMMISSION

Agenda - October 7, 1987

1. Call meeting to order 7:00 p.m.
2. Approval of minutes
3. Review monthly report
4. Review of summer meetings held at parks
5. Long Range Planning Commission - Burt
6. Review Frolics meeting - Liz
7. Review naming/renaming parks material
8. Request from Lions Club to rename Soo Line Park
9. Golf Course Committee report - Elmer
10. Discuss dedication of Fitness Course at No. Lions Park
11. Confirmation of Fall MRPA Conference
12. Other business --
 Preliminary Pool Report
13. Adjournment


TO: John A. Olson, Acting City Manager
FROM: Bill Monk, City Engineer
DATE: September 30, 1987
RE: TH 169/CR 10 Intersection Improvement Project

As the TH 169/CR 10 Intersection Improvement Project moves to the construction phase, a financial and construction update seems to be in order. At this time the estimates of total project cost remain the same as reported to the Council in June. The estimate is as follows:

R/W Acquisition	\$1,700,000
Intersection Construction	806,525
RR Crossing Construction	225,000
Engineering (design inspection)	<u>120,978</u>
Total	\$2,852,503

The total project cost is to be split by MnDOT, Hennepin County and Crystal consistent with numerous cooperative agreements already in place. According to those agreements, Crystal is responsible for R/W costs, building removal and engineering design which are estimated to total \$1,764,000. Municipal State Aid funds are projected to pay 90% or approximately \$1,575,000 of the City's share. The remaining \$189,000 is to be paid using PIR funds according to previous Council discussions.

Construction of the project is being handled by Hennepin County. At this point the contract has been awarded to C. S. McCrossan and building demolition is anticipated yet this construction season. The balance of the project will be constructed in 1988 with completion scheduled for September.


WM:jrs

Encl

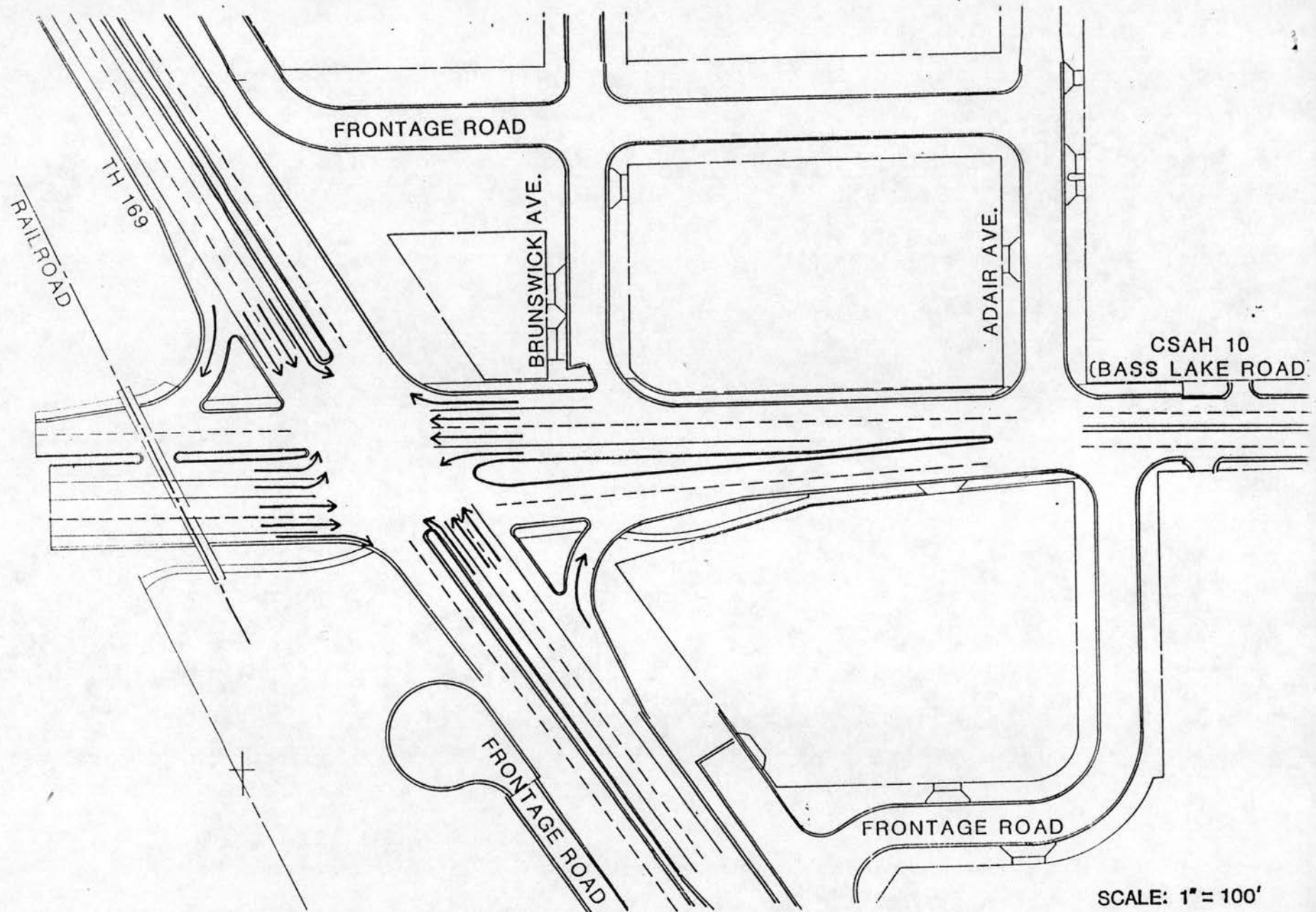


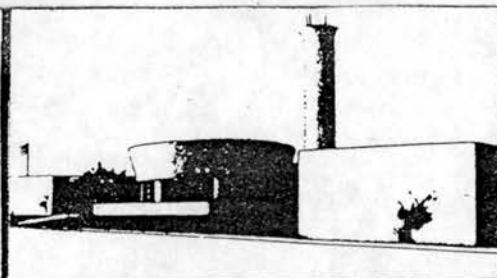
FIGURE 3
Project Study Area
Proposed Improvements

Proposed TH169/CR10
Intersection Improvement



City of Crystal NEWSLETTER

October
July 1987, No. 65



Recycling Drop-Off Site Now open to Crystal Residents

The Robbinsdale/Crystal Recycling Drop-off Center opened October 3 at the Robbinsdale City Garage located at 4601 Toledo Ave. N.

Residents of both Crystal and Robbinsdale will be able to use the site every Saturday from 9 a.m.-1 p.m. Each week there will be a random drawing from

Crystal residents using the site for a \$100 cash prize.

Materials accepted at the site include: newspaper, aluminum, glass, scrap metal, metal and tin cans, waste oil and cardboard.

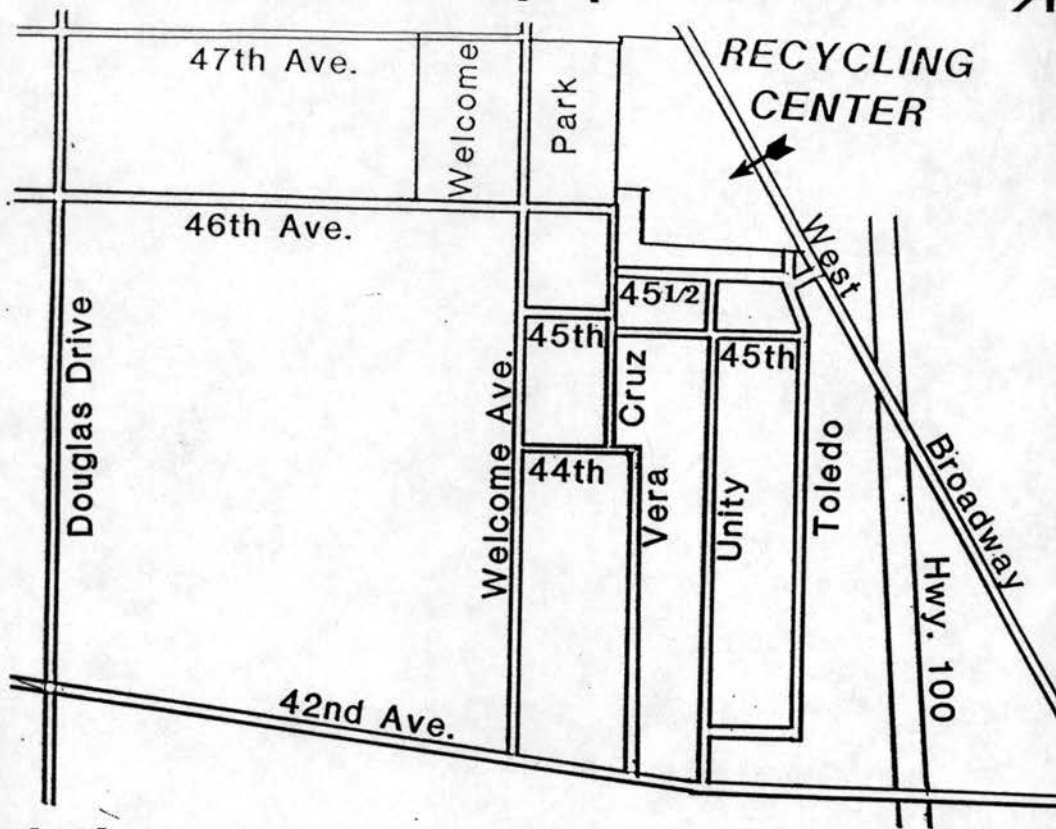
Recyclable materials should be clean and separated in paper bags or boxes. Please use the following preparation methods.

Material	Preparation
Newspaper:	Place in paper bags or tie in bundles with string. No magazines, catalogs or phone books are accepted.
Glass: (Clear, green, and brown)	Rinse, remove metal caps, rings or lids. Separate by color. Paper labels may be left on. No window or plate glass, light bulbs or mirrors are accepted.
Metals:	Rinse clean, remove paper labels from cans and separate by type. A magnet may be used to separate steel from aluminum beverage cans.
Scrap Metals:	Large appliances will no longer be accepted at the site.
Waste Oil:	Used motor oil is recyclable. Bring in a container with a tight fitting lid. Also may be deposited 24 hrs. a day at Crystal City Garage Oil Depository Tank at 41st and Colorado.
Cardboard:	Only corrugated cardboard will be accepted. Shoe boxes and cereal boxes are not corrugated cardboard. Boxes must be flattened.

No trash, brush/logs, furniture or hazardous chemicals will be accepted at the Recycling Center.

If you have any questions about the Recycling Center call Julie Jones at 537-8421.

Help Crystal do its part in saving landfill space and good luck in the \$100 cash drawing!



Goodwill Site Receives Award

During its first two months of operation, our Goodwill Donation center has already abated 15 tons of materials from the landfill. Participation has increased dramatically since July.

We are also proud to announce that Goodwill/Easter Seals won first place in the Governor's Award for Excellence in Waste

Management for its attended donation center program.

Take advantage of this convenient center which is open seven days a week, 10 a.m.-6 p.m. Remember you can bring traditional Goodwill donations as well as drop-off your recyclable newspaper, glass and aluminum cans.

24 pt.

Forty Percent of Police Cases Involve Juvenile Crime

Approximately 40 percent of all cases processed by the Crystal Police involve juvenile offenders under the age of 18. Crystal Police juvenile staff work closely with youth, schools, parents, and other community groups in an attempt to help kids learn from their mistakes.

Of the 359 juvenile offenders handled by the Crystal Police juvenile specialist in 1986, 83 percent (263) of them received community based consequences as an alternative to court. Such consequences include attendance at educational programs, specific to the delinquent act committed, mediation, and often times, restitution to the victim of the juvenile's acts, or referral to a social service agency for counseling.

About two-thirds of the juveniles who came to the attention of the Crystal Police were boys, 40% were girls, 69 percent were white, and 11 percent were minorities.

Juveniles who repeatedly come to the attention of police are generally referred to juvenile court for the delinquent acts or status offenses they commit.

In an attempt to prevent kids from making a decision to engage in law violations, the Crystal Police juvenile and crime prevention staff have school educational programs in place. This fall, the focus will be on vandalism, shoplifting, and citizen crime prevention.

Police personnel will visit each classroom in the Crystal elementary schools to show audio visual materials and talk with students and teachers. Police believe that if young people understand how it feels to be a victim of a crime, they will be

Fall Reminders From Water-Sewer Department

The City has been having some problem with property owners raking leaves into the street. This causes inlet grates to plug, or worse yet, the leaves could freeze in the storm water intake causing water problems in the street in the spring.

The City also asks residents' cooperation in cleaning out and around fire hydrants so they can be located quickly by the Fire Department in case of an emergency. If you have a hydrant in your yard, please help the City out by cleaning out around it.

The City requests that property owners notify the Water and Sewer Department after they have their sanitary sewer lateral cleaned from house to main in the street. This is so the City Sewer Department can clean any debris, roots, rags, and paper from the main line that may have been pushed out during the cleaning operation.

less likely to commit crimes that harm others.

Police hope their efforts will be followed up by parents who talk further with their children about respecting the rights of others. We can all play a part in the prevention of crimes in our city!

Refuse Haulers to Collect leaves, grass

The residential refuse haulers in Crystal have agreed to pick up leaves and grass separately from other refuse and deposit it at the County's compost site in Maple Grove each week during the month of October.

We are asking for residents' cooperation to make this program run smoothly. Please set your bagged leaves and grass four feet away from your regular trash. Brush and trash are not acceptable for composting, so your bagged yard waste must contain leaves and grass only.

Thanks go out to the refuse haulers of our community for providing this viable recycling service.

Summer Flood

The repercussions of the July 23 deluge are still being felt and will for some time to come. The area-wide flooding and resultant damage to public and private property was devastating.

Expenditures of public funds during the storm and immediate clean-up were significant; however, the long-term repair and correction of the City's street, utility, storm sewer and ponding systems will undoubtedly cause an even more sizable financial burden.

While the storm was effective in highlighting deficiencies in our public works system, not all of the system problems are correctable in a conventional sense.

One major problem encountered during any high intensity rainstorm in Crystal involves inflow of clear water into the municipal sanitary sewer system. This clear water is surface water run-off that is routed directly into the sanitary sewer via basement sump pumps connected to outside drain tiles.

Since the sanitary sewer system was designed to collect domestic, commercial and industrial waste water flows, the system is overloaded by the influx of rain water.

The most critical effect of the system overload involves the back-up of sewage at numerous lift stations that cannot handle the increased flow and fill the lateral lines thereby flooding the basements of nearby residences.

Ordinance Sets User Fees for False Alarms

The City of Crystal has recently enacted an ordinance regulating the use of public safety (burglary, robbery) alarms. The ordinance also establishes user fees for false alarms responded to by the police department in excess of three (3) false alarms in a calendar year. For further information, contact Lt. Thomseth at the Crystal Police Department, 537-8421 or 537-8474.

The police department encourages residential and businesses alarm users to notify the police department as to who should be called in the event an alarm is received. This is extremely important so that the residence or business can be checked by police and the alarm system can be reset. In addition, if there is a change in the person to be contacted, the police department should be notified as soon as possible.

Police Department telephone numbers:

911 for all emergencies and crime reporting

537-4571 for all other non-emergency telephone calls.

Highlights Problems

A secondary result of the inflow situation affects every sanitary sewer customer in the City. Crystal pays a per gallon charge to the Metropolitan Waste Control Commission to process our waste water prior to discharge into public waters. Clear water is billed the same as waste water.

Additionally, the City incurs increased local costs within its Utility Department to handle the clear water inflow. Both the increase in MWCC charges and local utility expenditures are reflected in customer's quarterly bill.

It is for these reasons that residents are being asked to voluntarily disconnect their illegal sump pump connections to the sanitary sewer system.

Sump pumps should be set up to discharge in an area of the lawn from which the water can be directed to an established ditch or to the public street. From these points the water can be conveyed in the City's storm sewer system which can be more readily maintained and improved to handle the run-off.

While City Hall is attempting to address numerous problems encountered during the recent storm, your voluntary cooperation is requested to address the inflow situation.

To assist homeowners in their efforts, personnel in the utility and Engineering Departments will be made available (537-8421) to answer questions and review individual situations as requested.

Calendar of Events

NOVEMBER 1987

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3 City Coun. Mtg., Cham., 7 p.m. Civil Service Comm., So. Conf. Rm. 8 p.m. Police Reserves, Park Conf. Rm., 7:30 p.m.	4 Park & Rec. Advisory Comm., Cmty. Rm., 7 p.m.	5 Coun. Mtg./Ch. 7, 12:30 p.m. Ldr. Trng. Sessions— Exc. Serv. Rm., 6:30-9:30 p.m.	6	7
8	9 Planning Commission, Chambers, 7:30 p.m. Dist. 46 Rep., Comm. Rm., 7:30 p.m.	10 Long-Range Planning Comm., Cmty. Rm., 7:30 p.m.	11 HOLIDAY	12 Crystal HRA, Chambers, 7:30 p.m.	13	14
15	16	17 City Coun. Mtg., Chambers, 7 p.m.	18 Dist. 46 DFL, Cmty. Rm., 7 p.m.	19 Council Mtg./Cable, 12:30 p.m. Environ. Quality Comm., So. Conf. Rm., 7:30 p.m.	20	21
22	23 Human Rel. Comm., Chambers, 7 p.m.	24	25	26 HOLIDAY	27	28
29	30					

DECEMBER 1987

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 City Coun. Mtg., Cham., 7 p.m. Civil Service Comm., So. Conf. Rm. 8 p.m. Police Reserves, Park Conf. Rm., 7:30 p.m.	2 Park & Rec. Advisory Comm., Cmty. Rm., 7 p.m.	3 Coun. Mtg./Cable, 12:30 p.m.	4	5 Annual Skate Sell, Cmty. Rm., 7:30 a.m.-6 p.m.
6	7	8 Long-Range Planning Comm., Cmty. Rm., 7:30 p.m.	9	10 Crystal HRA, Chambers, 7:30 p.m. Dist. 46 Rep., Chambers, 7:30 p.m.	11	12
13	14 Planning Comm., Chambers, 7:30 p.m. Hockey Coach Training, Cmty. Rm. 6:30-8:30 p.m.	15 City Coun. Mtg., Cham., 7 p.m. Hockey Coach Trng., Cmty. Rm. 6:30-8:30 p.m.	16 Dist. 46 DFL, Cmty. Rm., 7 p.m.	17 Coun. Mtg./Cable, 12:30 p.m. Environ. Quality Comm., So. Conf. Rm., 7:30 p.m.	18	19
20	21	22	23	24	25 HOLIDAY	26
27	28 Human Rel. Comm., Chambers, 7 p.m.	29	30	31		

JANUARY 1988

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1 HOLIDAY	2
3	4	5 City Coun. Mtg., Chambers, 7 p.m.	6 Park & Rec. Adv. Comm., Cmty. Rm., 7 p.m.	7 City Coun. Mtg./Cable, 12:30 p.m.	8	9
10	11 Planning Comm., Chambers, 7:30 p.m.	12 Long-Range Planning Comm., Cmty. Rm., 7:30 p.m.	13	14 Crystal HRA, Chambers, 7:30 p.m.	15	16
17	18 HOLIDAY	19 City Coun. Mtg., Chambers, 7 p.m.	20	21 City Coun. Mtg./Cable, 12:30 p.m. Environ. Quality Comm., Chambers, 7 p.m.	22	23
24	25 Human Relations Comm., Chambers, 7 p.m.	26	27	28	29	30
31						

Good Neighbors Can Cut Crime

You and your neighbors can build your community into a safe, friendly, and caring place to live.

- Get to know your neighbors. Areas of low crime are areas where neighbors interact frequently.
- Keep an eye on your neighbors' children and ask them to keep an eye on yours.
- Join or start a Neighborhood Watch.
- If your neighborhood is on vacation or late getting home, pick up the newspapers and mail.
- Keep each other alert and informed. A neighbor's garage door left open . . . keys left in a car . . . someone snooping around homes for no apparent reason . . . a stranger stopping to talk to a child or senior citizen are all opportunities for a crime to happen. Remind your neighbor about the garage door . . . and call the police and your neighbors fast about the snooper.
- Visit a neighbor who has been a victim. Be supportive. Offer to help with babysitting, getting to court, and locating victim assistance services.
- Make sure neighborhood teens have something constructive to do and some place to go.

Operation Callsafe Available to Seniors

The program is designed to offer senior citizens and other persons who live alone the opportunity to register with the Crystal Police Department pertinent information such as your name, address, doctor, names of relative/friends, and any special instructions. Then, every morning, the person calls in before 11:00 a.m. If the police do not receive a call, they will call you. If no answer, an officer is sent to your home to see if you're okay.

- Make sure your neighborhood is as "crimeproof" as your home.

If you have any questions concerning crime prevention activities, operation I.D., premise security surveys, or starting or joining a neighborhood watch group, contact Mark K. Skjolsvik at the Crystal Police Department, 537-8421, ext. 182.

Crime Prevention Week Focuses on Juvenile Crime

In Hennepin County last year \$54,670,301 was lost to serious crime. That's \$6,240 an hour! This loss is for the crimes of robbery, burglary, larceny, motor vehicle theft, and arson. But it doesn't begin to show the real cost of crime in Hennepin County.

It doesn't show the dollar loss of "less serious" crimes such as vandalism, check fraud, etc. It doesn't show the loss to unreported crimes. It doesn't show the budgets of police departments, sheriff departments, court systems, correctional institutions, victim assistance programs, shelters, and expenditures in the security industry, all spent with the purpose of controlling crime. And it doesn't show the loss of quality of life. Crime ruins lives.

Arrest data shows that most crime appears to be committed by 15 to 30 year olds. To begin at the beginning with youth, is the logical step in crime prevention. The focus for 1987 Minnesota Crime Prevention Week is "juvenile crime prevention."

The Minnesota Juvenile Officers' Association has joined with the Minnesota Crime Prevention Officers' Association to sponsor Minnesota Crime Prevention

Homesteading Information

If you are a homeowner and are planning to be away for the winter, please let us know so special handling can be made for your homestead card. Homestead cards are not forwarded.

Also, if you have recently purchased a home to be used as your residence please stop in with your deed so we can change our records to ensure a homestead card is mailed in your name in January.

Week 1987. October 25-31. The theme is "Who Cares?" and we would like to show just that!

The goal is to evaluate the Juvenile Justice/Juvenile Crime Prevention systems now in place, highlighting successes, point out failures, and giving new directions for the future.

WATCH CHANNEL 11—10 P.M. NEWS IN OCTOBER TO SEE WHAT POLICE ARE DOING TO PREVENT JUVENILE CRIMES.

Commission Has Opening

The Environmental Quality Commission has an opening for a term to expire December 31, 1988. This is a voluntary position.

The Environmental Quality Commission meets on the third Thursday of each month at 7:30 p.m. The meetings are held at the Crystal City Hall.

Anyone interested in applying for this commission may contact the City Clerk, 4141 Douglas Drive, or call 537-8421.

On The Inside . . .

- Performing Arts Schedule
- Frolics Highlights
- Fall Recreation Activities

CITY OF CRYSTAL
4141 Douglas Drive North
Crystal, Minnesota 55422
CITY COUNCIL MEETINGS
First and third Tuesday
of the month — 7 p.m.

MAYOR
Thomas Aaker
COUNCILMEMBERS
Rollie Smothers
Betty Herbes
John Moravec
Pauline Langsdorf
Adrian Rygg
Steven Leppa

CITY MANAGER
John T. Irving

CITY NUMBERS
Administration 537-8421
Fire Department 537-8474
Police Department 537-8474
Parks and Recreation 537-8421
(After 4:30 p.m.) 537-8559
Police-Fire
Emergency 911

CITY OF CRYSTAL
NEWSLETTER
(Time Sensitive)
Deliver by ~~July 23~~

October 23

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117 SOUTH PARK STREET ■ FAIRFAX, MINNESOTA 55332 ■ TELEPHONE (507) 426-8211

REPLY TO FAIRFAX OFFICE

October 1, 1987

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

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

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

City Council
City of Crystal
4141 Douglas Drive North
Crystal, MN 55422

SUBJECT: NOTICE OF CLAIM

Dear Mr. Olson, Ms. George, and City Council Members:

Please be advised that Brian and Pamela Pletan claim damages from the City of Crystal for the death of their son, Shawn.

As I am sure you are aware, Shawn Pletan was killed when he was struck by a car allegedly driven by Mr. Kevin J. Gaines who was being pursued at the time by an officer of the Crystal Police Department, Sergeant Boyd Barrott. The incident occurred at the intersection of 40th Avenue North and Highway 81 in the City of Robbinsdale, on Monday, September 28, 1987, at approximately 4:00 p.m.

Harry A. Sieben, Jr.
Clint Grose
John E. Von Holtum
Timothy J. McCoy
John W. Carey
David A. Stofferahn
Mark G. Olive
Wilbur W. Fluegel
Mark R. Kosieradzki
David W. H. Jorstad
Raymond R. Peterson
Willard L. Wentzel, Jr.
William O. Bongard
Steven D. Emmings
James P. Carey
David R. Vail

Of Counsel
Miles W. Lord

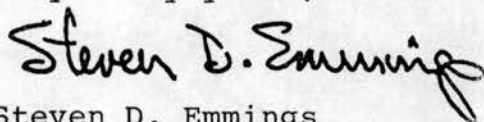
Mr. John Olson
Ms. Darlene George
City Council

2

October 1, 1987

Should you desire further information, the same will be provided upon request. Thank you for your consideration and attention to this matter.

Very truly yours,

A handwritten signature in cursive script that reads "Steven D. Emmings". The signature is written in dark ink and is positioned above the typed name.

Steven D. Emmings

SDE:kb

c: Mr. and Mrs. Brian Pletan

ROSENTHAL, RONDONI & MacMILLAN, LTD.

ATTORNEYS AT LAW

SUITE 120

7600 BASS LAKE ROAD

MINNEAPOLIS, MINNESOTA 55428-3891

PAUL W. ROSENTHAL
FRANCIS J. RONDONI
PETER A. MACMILLAN
M. CHAPIN HALL

AREA CODE 612
533-4938

October 1, 1987

Mr. David J. Kennedy
LaFevere, Lefler, Kennedy, O'Brien & Drawz
2000 1st Bank Place West
Minneapolis, MN 55402

Re: Ordinance Regarding Abandoned Motor Vehicles
Our File No. RJ-5865-22

Dear Mr. Kennedy:

Per our discussion of September 29, 1987, please find enclosed a revised proposed Ordinance to deal with inoperable and abandoned motor vehicles. In response to the City Council's concerns concerning the changes as previously proposed, I have simply added to the Ordinance, "abandoned motor vehicles as that term is defined in Minnesota Statutes, Section 168B.02".

If the form of the Ordinance meets with your approval, I would ask that it be submitted to the City Council for approval in the ordinary course.

However, I should point out that the enclosed revised City Ordinance really does not deal with the case where an individual has numerous unlicensed and unregistered motor vehicles, which otherwise operate or "start".

I have deleted those portions of our original proposal in order to accommodate the concerns of the Council. Hopefully the changes will help strengthen enforcement of the Ordinance, and if they do not, I would anticipate that we would again attempt to make further changes more directly related to the storage of unlicensed motor vehicles.

Mr. David J. Kennedy
October 1, 1987
Page Two

In any event, please contact me if you have any suggested changes with the enclosed proposed Ordinance.

Sincerely,

ROSENTHAL, RONDONI & MacMILLAN, LTD.

Frank J. Rondoni

FJR/cc

Enclosure

cc: ~~Chief~~ James F. Mossey

~~John~~ A. Olson - Acting City Manager for the City of Crystal

ORDINANCE NO. 87 _____

AN ORDINANCE RELATING TO LITTER:
OPERATIVE VEHICLES: AMENDING CRYSTAL
CODE SUBSECTION 635.01, SUBDIVISION 1.

THE CITY OF CRYSTAL DOES ORDAIN:

Section 1. Crystal City Code, Subsection 635.01, Subdivision 2, is amended to read:

635.01. Definitions. Subdivision 1. For purposes of this section, the terms defined in this subsection have the meanings given them.

Subd. 2. The term "litter" means:

- a) garbage, refuse and rubbish as those terms are defined in Subsection 605.01 of this Code;
- b) the meaning given by Minnesota Statutes, Section 609.68;
- c) abandoned property in the form of deteriorated, wrecked or derelict property in unusable condition, having no value other than nominal scrap or junk value, and left unprotected from the elements; the term includes, but is not limited to, deteriorated, wrecked, inoperable, or partially dismantled motor vehicles, trailers, boats, machinery, refrigerators, washing machines, plumbing fixtures, and furniture; and
- d) abandoned motor vehicles as that term is defined in Minnesota Statutes, Section 168B.02.

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

Mayor

Attest:

City Clerk

00110D09.F16