



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

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CITY OF CRYSTAL

APPLICATION FOR APPOINTMENT TO THE

Name James Craig Allison

Address

Human Relations
4315 Welcome Ave N.

COMMISSION

55422
Zip #

Phone (home) 533-2659 (Office) _____

Resident of Crystal Since (year) 1984

Occupation Plastics

Employer Plu mo Tool Co

Education: (please indicate highest grade completed or highest degree and major course of study) Business Law and Political Science

Civic and other activities: (please list past and present civic activities and organizational memberships, particularly those which may be relevant to the appointment you are seeking)

I have worked as a instructor of young men and women of other races in refugee camps, Civil Air Patrol, and military.

Comments (please briefly describe other qualifications, experience and other information which you would like the City Council to consider or which you believe are particularly relevant to the appointment you are seeking. Use additional pages if necessary.)

My life has been in the military, mostly and working with young boys and girls of the Service. In the past I have worked with the Vietnamese and Cambodian refugees, as a instructor and counselor. I enjoy working with people of all age groups as I have worked with Iranians Ethiopians and people of Central America.

I believe everyone is special in there own way and unique. All individuals have the right to be protected under law and not to be put under duress or taken advantage of.

Date Submitted: 2/ April, 19 89

Signed James Allison

(Return to: City Manager, 4141 Douglas Drive North, Crystal, Minnesota 55422)

CITY OF CRYSTAL

APPLICATION FOR APPOINTMENT TO THE

Human Rights

COMMISSION

Name

Lair M Darg

Address

3243-2 Ave Ave NW55422

Zip #

Phone (home) 533-7165(Office) 626-3061Resident of Crystal Since (year) 1989

Occupation

Nursing Station Secretary

Employer

UofM HospitalEducation: (please indicate highest grade completed or highest degree and major course of study) 2yr Gen College - RPN Training 17 1/2 years schoolCivic and other activities: (please list past and present civic activities and organizational memberships, particularly those which may be relevant to the appointment you are seeking) Am currently Chairman of the2nd Pct. Precinct Advisory Council (Mpls PD) Have been a member for 15 yrs. 1st Vice Pres. Golden American Legion Auxiliary.

Comments (please briefly describe other qualifications, experience and other information which you would like the City Council to consider or which you believe are particularly relevant to the appointment you are seeking. Use additional pages if necessary.)

I have always worked directly with people - in all types of situations. Enjoy working with various types of situations. My primary interest is Community-Police relations. However Human Rights is quite an interesting and challenging experience and I feel my Hospital background could be very beneficial to that particular Commission. If there is such a Police Advisory Council in Crystal that would be my first choice. If required I will send you names and addresses of 4 Mpls. Police Captains to verify my Police Advisory position

Date Submitted:

4-26, 1989.

(Return to: City Manager, 4141 Douglas Drive North, Crystal, Minnesota 55422)

CITY OF CRYSTAL

APPLICATION FOR APPOINTMENT TO THE

Planning

COMMISSION

Name Bruce Wm. Smith Address 5701 Rhode Island Avenue North Zip # _____Phone (home) 533-6998 (Office) 546-7550 x335Resident of Crystal Since (year) 1987Occupation Loss Prevention Consultant Employer Liberty Mutual Insurance Co.Education: (please indicate highest grade completed or highest degree and major course of study) 1985-B.S.-Engineering Technology

1981-B.A.-Geography/Cartography
Civic and other activities: (please list past and present civic activities and organizational memberships, particularly those which may be relevant to the appointment you are seeking) Young Married Couples - Church of St Raphael's - Treasurer, and founding member, and member of Steering Committee. Teaching assistant - Dept of Technology - SCSU - 1983-1985; Cartographer at Cartographic Center - Dept of Geography, SCSU - 1977-1979, Drew Maps for City of St Cloud, Central MN Planning Commission, SCSU & Doctoral Candidates.

Comments (please briefly describe other qualifications, experience and other information which you would like the City Council to consider or which you believe are particularly relevant to the appointment you are seeking. Use additional pages if necessary.)

My background in Geography, Cartography & Urban Planning Studies with an understanding and ability to read most site & technical drawings, as well as my current vocation as a Loss Prevention Consultant - Safety Engineer, should qualify me for this position. Presently I'm involved with specializing in Fire/Property insurance. ~~I don't~~ I'm dealing with NFPA - National Fire Protection Association codes, Life Safety Code, etc... on a daily basis. As a part of my job, I gather and interpret building information ~~not~~ for potential Fire Insurance coverage. I believe every citizen of Crystal, has a vested interest in the City of Crystal and therefore should become involved at every opportunity. With my interests in planning & the city of Crystal, this is my opportunity.

Date Submitted: April 14th, 1989.

(Return to: City Manager, 4141 Douglas Drive North, Crystal, Minnesota 55422)

CITY OF CRYSTAL

APPLICATION FOR APPOINTMENT TO THE

COMMISSION

Name Carl Spaulding Address 3913 Idaho Ave NW 55427
Zip #

Phone (home) 537-0154 (Office) _____

Resident of Crystal Since (year) 1963

Occupation Retired Realtor Employer _____

Education: (please indicate highest grade completed or highest degree and major course of study) High School + approx 2 yrs College

Civic and other activities: (please list past and present civic activities and organizational memberships, particularly those which may be relevant to the appointment you are seeking)

Formerly Served on the H.R.A.
Former Den member for Cus Scouts

Comments (please briefly describe other qualifications, experience and other information which you would like the City Council to consider or which you believe are particularly relevant to the appointment you are seeking. Use additional pages if necessary.)

I enjoy living in Crystal (that's why I've stayed all these years!) I recognize the importance of local governments and the need for people to volunteer.

I'm interested in serving on Park & Recreation because I enjoy nature, trees, birds & the open outdoors.

Date Submitted: March 30, 19 89.

(Return to: City Manager, 4141 Douglas Drive North, Crystal, Minnesota 55422)

CITY OF CRYSTAL

APPLICATION FOR APPOINTMENT TO THE

Parks and Recreation

COMMISSION

Name Luzetta Kenney (Mrs John T.) Address 2827 Hampshire Ave. No., Crystal Mn. 55427
Zip #

Phone (home) 545-2646 (Office) _____

Resident of Crystal Since (year) 1958

Occupation retired Employer _____

Education: (please indicate highest grade completed or highest degree and major course of study) 12th grade

Civic and other activities: (please list past and present civic activities and organizational memberships, particularly those which may be relevant to the appointment you are seeking) _____

Minnesota Arboratum

Minneapolis Art Institute

Swedish American Institute

Comments (please briefly describe other qualifications, experience and other information which you would like the City Council to consider or which you believe are particularly relevant to the appointment you are seeking. Use additional pages if necessary.)

Skating and swimming have been life-long interests of mine. All sports are of interest to me. Two of my hobbies are landscaping and flower gardening. My 31 years as a supervisor in Consumer and Marketing Research Dept. at General Mills could be of some value to you.

Date Submitted: April 21, 1989.

(Return to: City Manager, 4141 Douglas Drive North, Crystal, Minnesota 55422)

DATE: April 28, 1989
TO: Jerry Dulgar, City Manager
FROM: Bill Monk, City Engineer
SUBJECT: Stop Signs on Zane Avenue at 48th Avenue North

In the attached petition area residents request installation of stop signs on Zane Avenue at 48th Avenue North. This request is intended to slow traffic on Zane between 47th and Fairview Avenues.

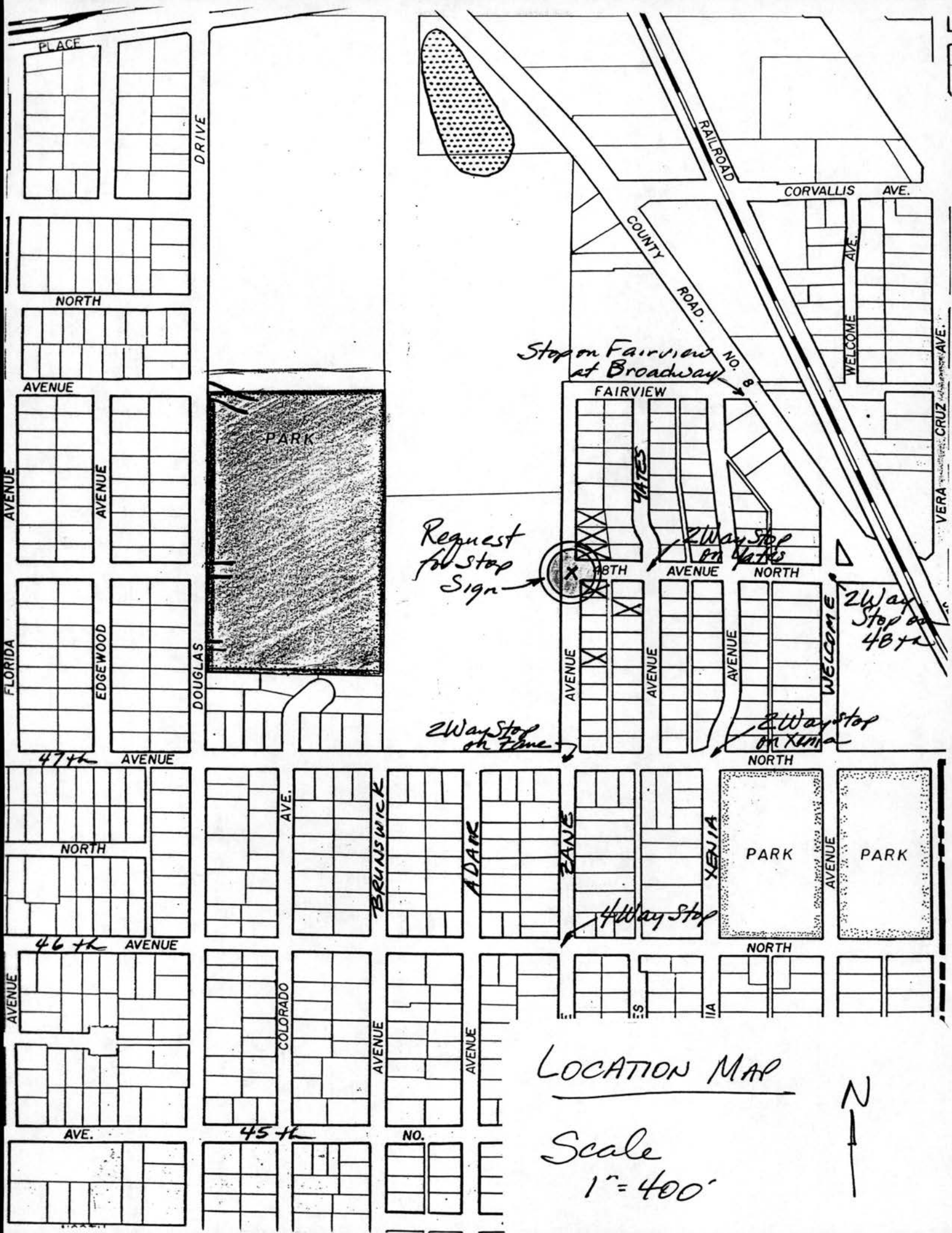
While signs at this location will assuredly stop or at least slow some of the traffic, a significant amount of non-compliance will result due to the limited number of pedestrian and vehicular conflicts along with the general configuration of the "T" intersection. Rolling stops and blatant disregard for the stop signs will create a new set of problems.

Use of stop signs for traffic control purposes where conflicts are minimal and no warrants exist usually only changes the nature or location of the problem. This office cannot recommend approval of the stop sign locations requested.



wm:jrs

Encls



April 16, 1989

Crystal City Council

Dear council and Mayor:

Petition for a Stop Sign at 48th and Zane. We the undersigned
feel there is need for a stop sign at 48th and Zane.

Elmer L. Carlson
Council Member

5044 Quail Rd

550865

Carl Johnson 4800 Zane Ave.

533-3317

Marynord Johnson 4800 Zane Ave

" " "

Barbara Samardich 4754 Zane No.

537-3742

J. Lawson 4730 Zane Ave.

533-0882

Mary Arnold 4749 Yates Ave N

537-8892

Carrie McKenna 4806 Zane Ave N.

535-3453

Mike McKenna 4806 Zane Ave No

" "

Claudia Zemei 4812 Zane Av. N.

536-0278

DATE: April 27, 1989
TO: Jerry Dulgar, City Manager
FROM: Bill Monk, City Engineer
SUBJECT: Stop Signs on Welcome Avenue at 47th Avenue North

Attached is a petition to modify the two-way stop on 47th at Welcome Avenue into a four-way stop situation. At this point I have not been able to contact the lead petitioners to determine whether the request stems from general street traffic or is a result of heavy evening park usage.

Based on warrants established in the MN Traffic Control Manual, a four-way stop at this intersection is not needed because of the relatively low number of vehicular and pedestrian conflicts. The two most common results in situations where regulatory signs are placed without warrants involve noncompliance and re-routing of traffic to parallel streets. Both of these results, which could readily occur in this instance, cause another set of problems.

While I realize the park traffic can create local problems which adds to the through traffic already on Welcome Avenue, placement of stop signs at every block is not a cure-all. This office cannot recommend approval of this request even with park land on both sides of Welcome Avenue.


WM:jrs

Encls



We the undersigned Petition for a stopsign at
47th & Welcome AVE. NO Welcome PARK

	<u>NAME</u>	<u>ADDRESS</u>
1	Kevin Medrano	4701 Welcome,
2	Janette Medrano	4701 Welcome Ave N.
3	Nick & Ayala Jr	5237 Edgewood No
4	Mrs J Frick	4706 Xenia Rd.
5	Al Bryon	4702 Xenia Av
6	Miles McMonagle	4718 - Xenia No
7	Jarvis Branchaine	4730 Xenia No
8	Vincent Blair	4742 Xenia N.
9	Demi Blair	" "
10	Ann Blair	" "
11	Barbara Blair	4748 Xenia No
12	Keith Schwenker	4855 Xenia Ave No.
13	Darlene B. Hoffmann	4837 Xenia Ave N.
14	Cheryl Johnson	4831 Xenia Ave N.
15	Angie Sker	4825 Xenia Ave N.
16	Richard Weiss	4755 Xenia Ave No.
17	Laurie Berg	4743 Xenia Ave N.
18	Jerry Smith	4731 Xenia Av. N
19	Judy Watson	4725 Xenia Ave N
20	Karen Hogenson	4707 Welcome Ave N.
21	Larry S. Muttz	5300 Maryland Av N
22	Kerna Medrano	7724 59th Place North
23	Bill Ricz	4324 Hampshire
24	David Ayala	5260 Edgewood Ave N.
25	Duane Wickstrom	5878 Florida Ave No
26	Daniel R. Cate	2949 Edgewood Ave No.

27. Sue Liebesmier

28. Steve Harrison

2949 Edgewood Ave. N.

4522 Welcome Ave. N.

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DATE: April 25, 1989

MEMO TO: Jerry Dulgar, City Manager

FROM: Edward C. Brandeen, Park & Recreation Director *ECB*

SUBJECT: Comments on Letter from E. F. Anderson regarding
Bidding of Play Equipment

The following information relates to statements made by E. F. Anderson and Associates regarding the bidding of play equipment at three park locations.

While every vendor believes his/her equipment is superior to the competition, I believe we have installed the finest product at the best price in all city parks.

- The bids were mailed to prospective bidders on April 14th. The notice was also advertised in the construction bulletin on April 14th.
- E. F. Anderson can bid the entire package of equipment with the exception of the cargo net, spiral lexan slide, full cross arch climber and the double stainless steel slide. These items could be purchased from another supplier. Other items are standard in the industry.
- The cargo net was specified Gametime because I feel this unit is softer, won't crack in the wintertime and is less slippery compared to the E. F. Anderson product. Gametime furnishes a rope constructed of strands of steel wire tightly wrapped with nylon yarn. E. F. Anderson's units are 18 gauge chain covered with a plastic coating.
- The spiral lexan slide was specified Gametime because this unit has a larger enclosed platform at the top of the slide which I feel is needed for additional safety.
- The full cross arch climber, although not manufactured by E. F. Anderson, could be substituted by another climber in the catalog.
- The double stainless steel slide was specified Gametime because this unit offers a better ride, has a stainless steel bedway and superior construction. The E. F. Anderson double slide is made from a polyethylene material.
- The E. F. Anderson company did bid three to four years ago but was one of the higher bidders.

In conclusion, the equipment specified, Gametime, also carries a ten year warranty and has offered, I feel, superior equipment for years. The equipment is durable, innovative and offers minimal maintenance. If a malfunction did occur, service was to our satisfaction. This equipment is well accepted by the public at all locations.

As mentioned earlier, E. F. Anderson equipment will be considered if it is low bid. Replacements will have to be made for the four pieces of equipment mentioned and these would be available at other suppliers. Most play equipment companies manufacture good commercial equipment, however I feel Gametime's reputation for reliability is unmatched in the industry.

Earl F. Andersen & Assoc., Inc.

9808 James Circle

Bloomington, Minnesota 55431

Phone 612-884-7300 MN Wats 1-800-862-6026

April 20, 1989

Mr. Jerry Dulgar
City Manager
City of Crystal
4141 Douglas Dr. N.
Crystal, MN 55422

Dear Mr. Dulgar:

We received in our mail on April 18th a request to submit a bid on "Playground Equipment," with a bid opening date of Tuesday, April 25, 1989.

We are writing this letter as we have a concern as it relates to your City taking bids for Playground Equipment in each of the last four years (including this bid), and in every instance, the specifications are tightly written around only one manufacturer. If this is the City's policy, why spend the money to advertise for bids when you intend to purchase from Gametime playground manufacturer?

We respect the City's choice to do this, but we ourselves represent a major manufacturer located in Delano, Minnesota (catalog enclosed), who manufacture equipment that is the finest in the industry; however, we are never given any consideration whatsoever.

There are also a number of other manufacturers, I am sure, who would be interested in quoting and providing equipment for your City, but it's a waste of our time and yours for us to even attempt to submit a bid, as it will be rejected because we did not meet your specifications. There is only one manufacturer who can meet and comply with your playground equipment specifications.

In addition, if we had been able to submit a bid, we did not receive this request until one week prior to the bid opening, which would not have permitted enough time to bid, as there is excavation involved, plus a lot of other material, which takes more time than one week to put together.

We work with Cities and Schools throughout the Twin City area and the state of Minnesota and could provide you with hundreds of references. In addition, the quality and safety of our products are exceeded by no one in the entire industry. Our

Park and Recreational Equipment
Fitness Systems
Site Furnishings
Leisure Environments
Bleacher/Stadium Seating
Interior/Exterior Signage
Traffic Products
Custom Signs and Markings
Traffic Marking Products

Complete consulting, design, layout and installation services.

Page #2.

TO: Mr. Jerry Dulgar
City Manager
City of Crystal

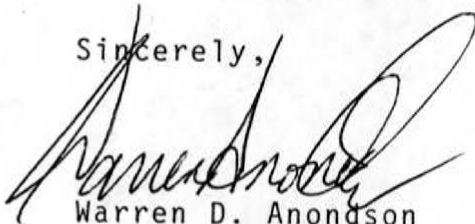
4/20/89

equipment carries a ten-year warranty, and your specifications call for a one-year warranty. There are other major differences which most others find to be extremely advantageous when purchasing playground equipment. We can provide all the information the City would need as to why our product is superior. We would be happy to take any of the City officials to any site you would choose where our playground equipment is installed and show you the major advantages of our product. This could be done, and it would not cost the City any more money than you would currently spend for the playground equipment you have been purchasing from one manufacturer the last few years.

We are interested in working with the City of Crystal but are not given this opportunity, nor are other manufacturers, in our opinion. We believe we fully understand the reason behind this thinking.

If you have any questions or want to discuss this further, we'll be pleased to meet with you at any time.

Sincerely,



Warren D. Anondson
President

WDA:eh

cc: MS Betty Herbes, Mayor
City of Crystal
5336 Idaho Av. N.
Crystal, MN 55426

DATE: April 26, 1989

MEMO TO: Jerry Dulgar, City Manager

FROM: Edward C. Brandeen, Park & Recreation Director

SUBJ.: Bids for Playground Equipment at City Parks

The following bids were received for furnishing and installing playground equipment at three city parks -- Crystal Highlands, Iron Horse, and Lee (See attached bid tabulations):

Viking Fence & Construction	\$54,607
Minnesota Playground, Inc.	54,863
Odland Construction, Inc.	68,632

The amount included in the budget for playground equipment in 1989 is \$89,250. This includes 6 park locations: Crystal Highlands, Iron Horse, Lee, Kentucky, Bassett Creek and Cavanagh parks. The balance of the equipment for 1989 will be bid in late summer or early fall. At that time, we will have to evaluate if the balance of the areas can be improved this year.

This apparatus and equipment installation is included in the department's 5-Year Plan.

The bids are competitive and represent a good value for the City. I recommend we award the bid to Viking Fence & Construction in the amount of \$54,607 which includes excavation and furnishing sand at all three parks.

For your information, this is creative and colorful modular equipment, manufactured by the Gametime Equipment Company. Each site will be edged in timbers and sand installed to a depth of 10 inches. Each site will also be handicapped-accessible with ramp and grab bars.

CITY OF CRYSTAL
 BID TABULATION SHEET
 PLAYGROUND EQUIPMENT
 BID OPENING APRIL 25, 1989

	VIKING FENCE & CONSTRUCTION	MINNESOTA PLAYGROUND INC.	ODLAND CONST., INC
Playground Equipment and Timber Edging at Crystal Highlands - Lump Sum	\$15,553.00	\$15,787.00	\$21,259.00
Playground Equipment and Timber Edging at Iron Horse - Lump Sum	16,980.00	16,995.00	22,424.00
Playground Equipment and Timber Edging at Lee Park - Lump Sum	12,174.00	11,099.00	15,629.00
Sub-Total- Playground Equipment	\$44,707.00	\$43,881.00	\$59,312.00
Alternate No. 1 (Excavating Play Areas)	5,450.00	6,120.00	4,000.00
Alternate No. 2 (Furnish Sand for Play Areas)	4,450.00	4,862.00	5,320.00
TOTAL - Including Alternates 1 & 2	\$54,607.00	\$54,863.00	\$68,632.00

DATE: April 6, 1989
TO: Planning Commission
FROM: Bill Monk, City Engineer
SUBJECT: Rezoning and Conditional Use Permit Applications
for Convenience Food Establishment at 3600 Douglas
Drive

A proposal has been submitted to locate a pizza take-out establishment in the old Justice Realty Building at 3600 Douglas Drive. The property is presently zoned B-2, Limited Commercial, and must be rezoned to B-4, Community Commercial in which convenience food is handled as a conditional use as per Section 515.37, Subd. 4 i).

While allowable uses in a B-4, Community Commercial District, are slightly more intensive than those permitted in B-2, Limited Commercial, the size and layout of this site in essence limits the potential reuse of the property. Given this limitation, this office sees little difference between the B-2 and B-4 zoning designation, except that the B-4 zone increases the reuse possibilities.

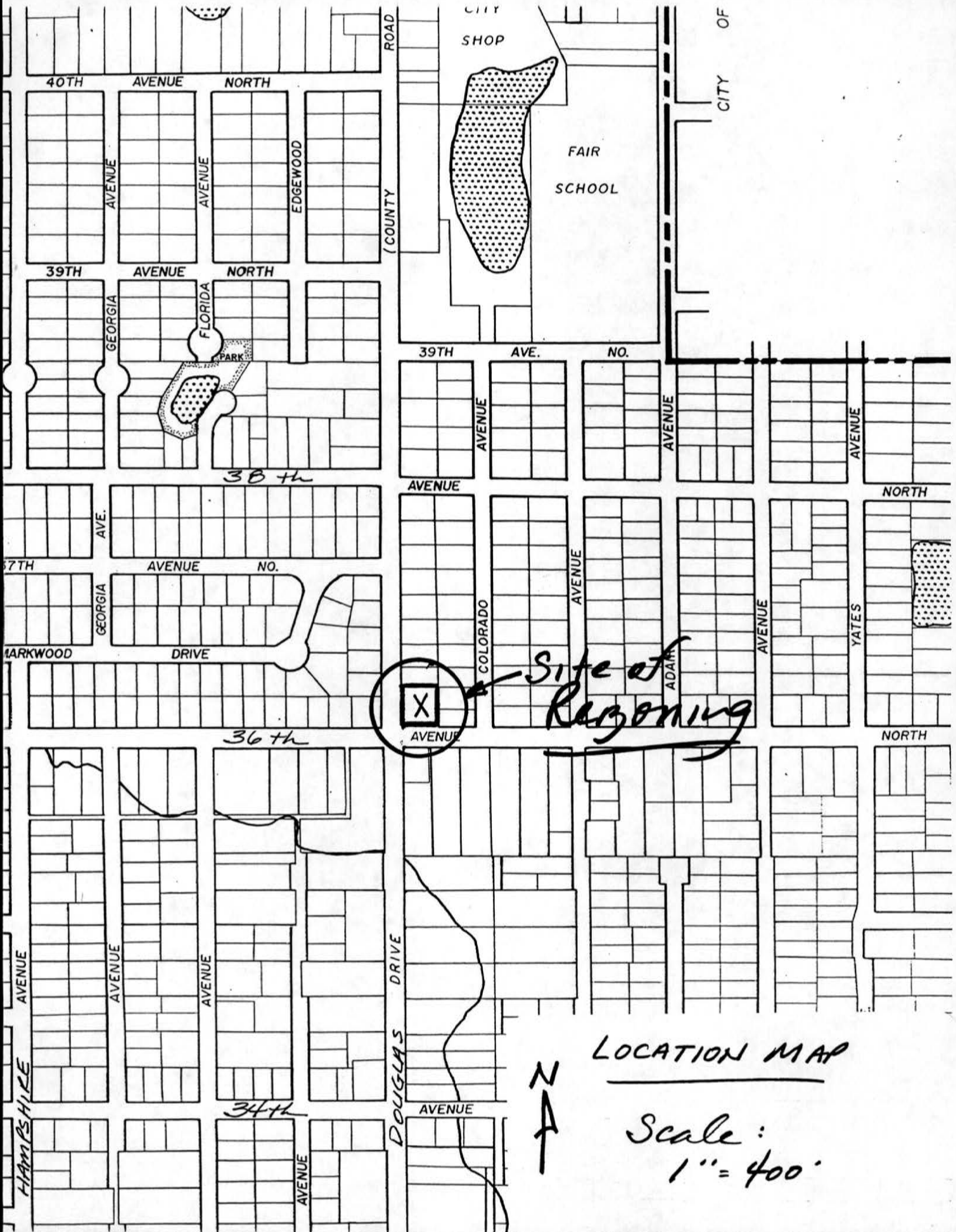
In terms of the conditional use permit application for convenience food (take-out pizza), issues related to traffic and hours of operation must be considered. This office anticipates considerable neighborhood input on these subjects at the public hearing as property owners within 350 feet were individually notified of Monday's meeting. I will also be prepared to discuss these issues in detail at the meeting.


WM:jrs

Encls

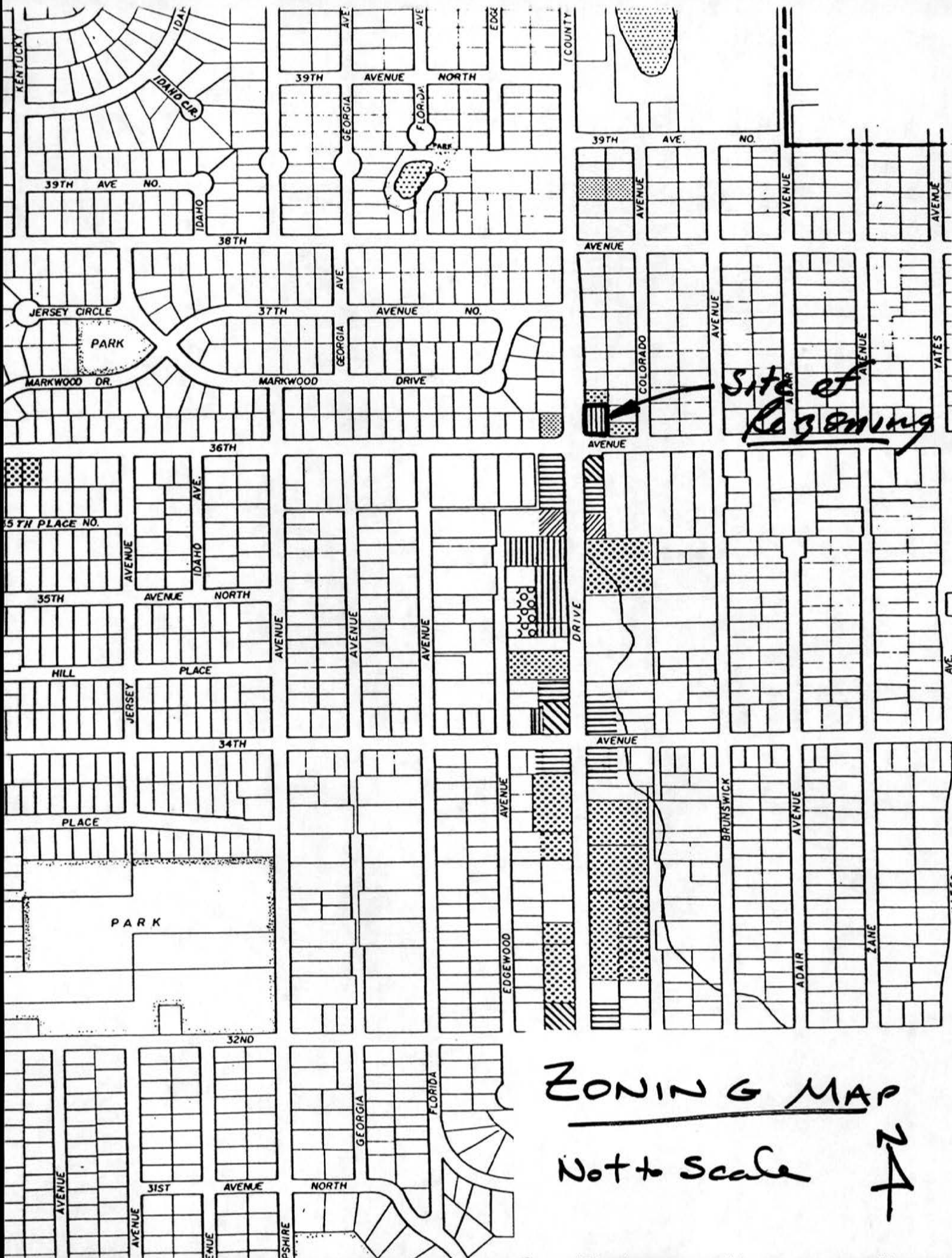
4/25/89 UPDATE

On April 10 the Planning Commission held a public hearing and acted to recommend approval of the rezoning and conditional use permit noted above on a vote of 6 to 2. Most of the discussion involved issues related to traffic and hours of operation. In its findings the Commission noted the use would upgrade the building, continue the long standing commercial use and create only a minimal traffic increase.



LOCATION MAP

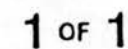
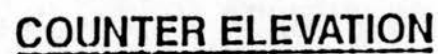
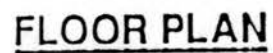
Scale:
1" = 400'



ZONING MAP

Not to Scale





LOT SURVEYS COMPANY

Applicants Statement
Rezoning to B4 And
Conditional Use Permit Request
Pizza Hut Carry-out Restaurant
3600 N. Douglas

- o The proposed Pizza Hut will be a carry-out and delivery unit to conform to their prototypical unit operated nationally. The store does not provide seating or dining areas. The only public space is approximately 150 square feet of carry-out waiting area. Attached is a prototypical floor plan which will be adapted for this site. The Pizza Hut carry-out store does not utilize a drive-thru window. Demands on parking are minimal, as there is not on-premise dining. Peak sales hours are from 7:00 p.m. to 9:00 p.m., which does not concur with p.m. peak hour traffic periods.
- o The proposed Pizza Hut carry-out restaurant will be located in the existing "Justice Realty" building. The original use of this building was as a Shell Gasoline Station. We will do extensive interior renovation and some exterior remodeling.
- o The unit will be located on currently business zoned land and will be compatible with nearby retail uses.
- o Customers and employees of the center will utilize ingress and egress routes that are clearly defined. The design of nearby streets discourages traffic routes which could impact nearby residential areas. Access patterns will be confined to Douglas Avenue and 36th Street. The use will not diminish or impair nearby property values. No changes to existing traffic patterns will be required. As the Pizza Hut store will not have any seats or dining area, parking requirements are minimal. There are currently 17 parking stalls.
- o Maintenance will be performed by professional engineers, consultants, and contractors on a regular basis. Pizza Hut is recognized as a very successful national operator with proven standard operating procedures. In contrast to most national carry-out and delivery chains, Pizza Hut does not guarantee delivery within an allotted time (typically 30 minutes). In this manner, Pizza Hut employees are compensated by hourly wages in addition to the industry standard tips from customers. This insures that the best available employees are available to Pizza Hut and that their vehicles are appropriately maintained and insured. All potential drivers must have good driving records. Extensive research by Pizza Hut shows that a carry-out and delivery unit is very much in demand in the immediate vicinity and as such, the store should provide a needed and desired service to the residents and business community.
- o The Pizza Hut use is a conforming use in all other respects within the B4 district, contingent on receipt of the conditional use permit.

NO. 89-5
89-6

C I T Y O F C R Y S T A L

4141 DOUGLAS DRIVE NORTH
Crystal, MN 55422
Phone: 537-8421

Date: February 27, 1989

TYPE OF REQUEST: (X) Rezoning (X) Conditional Use Permit
() () Plat Approval
() Sign Variance () Other

Street Location of Property: 3600 N. Douglas

Legal Description of Property: Lot 7, Block 1, Schwartz addition, subject to
easements

Property Identification Number: 16 118 2133 0090

Owner: Canadian Products, a Minnesota General Partnership
(Print Name)

217 W. Eagle Lake Drive, Maple Grove, MN 55369 - 612-566-4111
(Address) (Phone No.)

Applicant: Pizza Hut of America, Inc. - Allan Broholm
(Print Name)

1100 W. 31st Street, Suite 130, Downers Grove, IL 60515 - 312-963-0900
(Address) (Phone No.)

DESCRIPTION OF REQUEST: Rezoning from B-2 to B-4 with a conditional use permit.

See attached letter from Mr. Don Peterson, Chief Building Inspector, City of Crystal.

APPLICANT'S STATEMENT WHY THIS REQUEST SHOULD BE APPROVED:
(attach additional sheets if necessary)

See attached statement letter.

NOTE: Attach plan or survey of proposal.

THIS PROPERTY IS:

TORRENS ABSTRACT
(Circle one)

Allan A. Broholm
(Applicant's Signature)

SEE ATTACHED LETTER
(Owner's Signature)

(Office Use Only)

FEE: \$ 75.00 DATE RECEIVED: 3/6/89 RECEIPT # 44720

(Approved) (Denied) - Planning Commission (Date)

(Approved) (Denied) - City Council (Date)

Pizza Hut Carryout
Minneapolis/St. Paul Region
Market Experience

"Busy Day" orders by hour (typically Friday or Saturday).
Estimated 150 orders on "Busy Day".
Average 2 orders per driver trip.

<u>Hour</u>	<u># Orders</u>	<u>Carryout</u>	<u>Delivery</u>	<u># Drivers</u>	<u>Estimated One-way Trips</u>	<u>Estimated Total Trips</u>
11 - noon	6	0	6	1	3	6
Noon - 1	8	3	5	1	6	12
1 - 2 p.m.	4	0	4	1	3	6
2 - 3 p.m.	1	0	1	1	1	2
3 - 4 p.m.	1	0	1	1	1	2
4 - 5 p.m.	15	3	12	3	9	18
5 - 6 p.m.	20	4	16	4	12	24
6 - 7 p.m.	30	6	24	6	18	36
7 - 8 p.m.	25	5	20	5	15	30
8 - 9 p.m.	25	5	20	5	15	30
9 - 10 p.m.	8	0	8	2	4	8
10 - 11 p.m.	5	0	5	1	3	6
11 - close	2	0	2	1	2	4
	<u>150</u>	<u>26</u>	<u>124</u>		<u>92</u>	<u>184</u>

P.M. peak hour generation - one-way trips (+ 4:30 - 5:30 p.m.)
Estimated 12 trips

Adverse weather, abnormal conditions

6:30 - 7:30 p.m. peak hour
50 orders/10 drivers

Delivery Drivers

Attached is a copy of the operating and hiring procedures utilized by Pizza Hut for delivery drivers. Pizza Hut takes extreme caution in selecting and training their drivers.

The minimum age for drivers is 18 years old. Actual experience in the Twin Cities market shows a somewhat more mature driver. The average age of drivers at existing Pizza Hut Carryout restaurants is as follows:

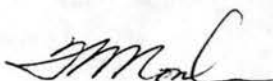
<u>Store</u>	<u>Average Driver Age</u>
St. Louis Park	25
New Brighton	23
Central Avenue NE	24
Chicago Avenue	31
34th Avenue	26
West St. Paul	24
Apple Valley	25
Average	25.4 years

The procedures include detailed screening of previous driving records, insurance coverage, continued monitoring of Motor Vehicle Record, inspection of automobiles, and grading of driving habits by the store manager. Additionally, Pizza Hut has established an incentive program to reward good driving habits.

DATE: April 11, 1989
TO: Jerry Dulgar, City Manager
FROM: Bill Monk, City Engineer
SUBJECT: Reconsideration of Proffesor's Addition

As noted in the attached letter, a request has been made for reconsideration of the Proffesor's Addition preliminary plat which was previously denied by the Council on March 21. If after hearing the input of the applicant's representatives the Council moves to reconsider, this office recommends action on the preliminary plat be continued to May 2; so notifications can be mailed to nearby property owners.

A copy of the staff report on the plat request is attached to assist in review of the reconsideration.



WM:jrs

Encls

4/25/89 UPDATE

Notifications regarding the Council's decision to reconsider this item on May 2 were mailed to property owners within 350 feet of the proposed plat.

ROBERT J. MILLER LAW OFFICES, P.A.

9405 - 36th Avenue North
New Hope, MN 55427
(612) 542-3030
FAX: 542-3161

ROBERT J. MILLER
GEOFFREY A. MILLER

LEGAL ASSISTANT
HOLLY V. TROMBLEY

April 6, 1989
File No. 14164.10

Mr. Gerry Dulgar, City Manager
City of Crystal
4141 Douglas Drive North
Crystal, MN 55422

Re: Plat of Professors Addition

Dear Mr. Dulgar:

Our office represents Scott Kevitt. As you know, recently the City Council denied his request for plat approval of Professors Addition.

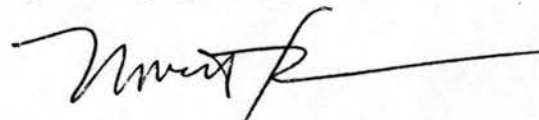
We would like to have the matter placed on the Council agenda for reconsideration by the City Council. When the matter was initially heard before the Council, Mr. Kevitt appeared personally but did not bring with an Engineer or others to address the concerns of the neighbors.

We believe that at the Reconsideration Hearing we will be able to present facts sufficient to warrant the Council to reconsider, and hopefully, upon reconsideration, approve the final plat. We assume that if the Council reconsiders the matter, new mailed notice would be given to the neighbors so that they have a chance to appear and discuss the matter fully with both the City and Mr. Kevitt's representatives.

We hope this matter can be placed on the agenda promptly. Would you please notify us as to when that will be done. It would be the intention of Mr. Kevitt to have Grady Boeck, an engineer, and myself be present at both the hearing where the reconsideration is discussed and also at the later hearing. We believe that we can address the issues of soils, drainage, streets and other matters satisfactory to the City and the neighbors.

We thank you in advance for your cooperation in this matter.

Very truly yours,



Robert J. Miller

RJM:hvt
CC Mr. Scott Kevitt
Mr. Grady Boeck

DATE: February 3, 1989
TO: Planning Commission
FROM: Bill Monk, City Engineer
SUBJECT: Proffesors Addition Preliminary Plat

A preliminary plat application proposes to subdivide Lots 8 and 10 of Gardendale Acres into six buildable lots and one outlot. Last year the owner secured a grading permit from Crystal in order to perform soil correction for house pads along Florida Avenue. To offset changes in the drainage patterns caused by the grading operation, the owner installed a 27-inch diameter storm sewer from 32nd Avenue to the south property line of Lot 10. It should be noted that Lot 9 is not included in this proposal due to the extreme depth of poor soils discovered during test borings on the site.

The present zoning is R-1, Single Family Residential, and all lots as proposed on the preliminary plat meet ordinance requirements for area and dimension. However, Lot 2 of Block 1 does not have any frontage along an improved public road as Georgia Avenue has not yet been constructed. With no plans pending for the construction of Georgia Ave., the owner proposes to access the lot by means of a driveway extended from 32nd Avenue in the platted Georgia Ave. right-of-way. This driveway would be used for temporary access until the street is constructed and a more conventional driveway arrangement is available.

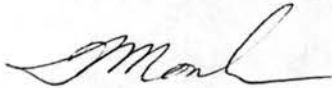
The creation of Outlot A is proposed so the owner can retain control as the lots along Florida Avenue are developed and sold. Outlot A would then have the potential of future subdivision as Georgia Avenue is constructed. In this way the access and utility service questions can be deferred until the proper facilities are in place.

Area-wide drainage has been addressed with the installation of the storm sewer extension last year as a part of the grading operation. Phased extension of this storm sewer as development occurs will adequately collect run-off in this tributary area.

Approval of the Proffesors Addition preliminary plat is recommended with the incorporation of the following conditions in the final plat development agreement:

Re: Proffesors Addition Preliminary Plat
February 3, 1989
Page 2

- 1) Lot 2, Block 1, be platted as an outlot so that the problems of access and utility service can be more fully addressed as the proper facilities are in place.
- 2) The existing 27-inch storm sewer be extended to the north line of Block 1 so that development of yards for Lots 1, 3 and 4 can be completed without obstructing drainage.
- 3) A drainage easement be provided over and across all of Outlot A.
- 4) Drainage and utility easements be dedicated along the perimeter of all lots.
- 5) Concrete curb and gutter be extended along 32nd Avenue in front of Lot 1, Block 1.

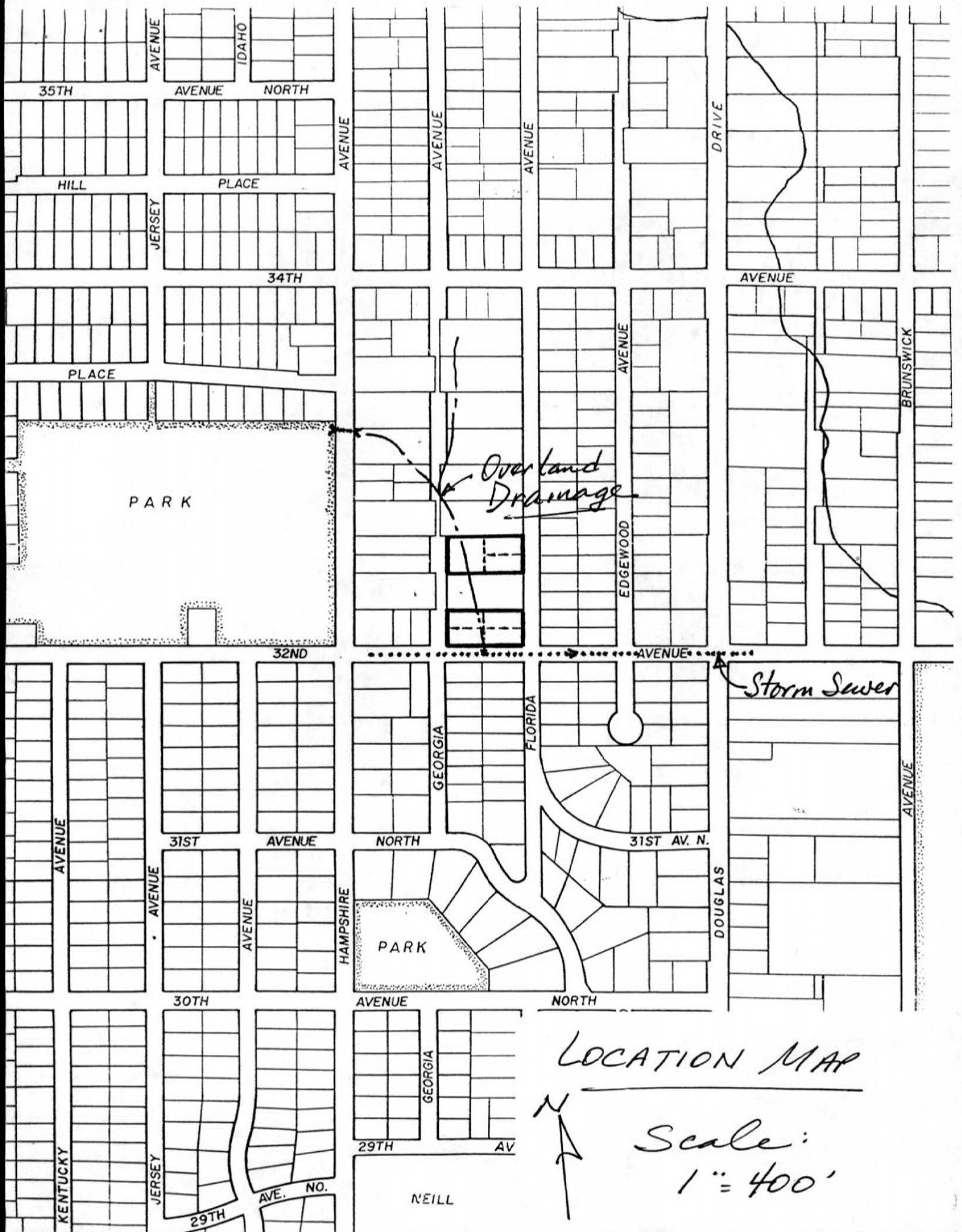


WM:jrs

Encls

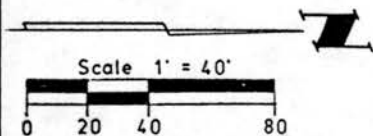
3/15/89 UPDATE

On February 13 the Planning Commission recommended approval of the Proffesors Addition preliminary plat with the conditions noted above. These conditions will be handled as a part of the final plat and related development agreement process.



AVE

27" RCP Storm Sewer
Installed during lot
grading operation -



Denotes Iron Monument

Proposed Sewer
Extension

OUTLOT A
17,040 SF

8,534 SF

8.534.5A

B. SZD SF

85205A

Professors Addition
Preliminary Plat

CITY OF CRYSTAL

4141 DOUGLAS DRIVE NORTH
Crystal, MN 55422
Phone: 537-8421

Date: 1/24/89

TYPE OF REQUEST: () Rezoning () Conditional Use Permit
() (X) Plat Approval
() Sign Variance () Other

Street Location of Property: 32ND AVE N. 1/2 FLORIDA

Legal Description of Property: Block 1 - That part of Lot 10, Lying East of the West 22nd Ft. thereof, Block 3, GREENDALE ACRES. Block 2 - That part of Lot 8, Lying East of the West 22nd Ft. thereof, Block 3, GREENDALE ACRES

Property Identification Number: Block 1 = #20-118-21-14-0013
Block 2 = #20-118-21-14-0100

Owner: SCOTT V. KEVITT
(Print Name)

7324 33RD AVE N. CRYSTAL, MN (612) 537-3535
(Address) (Phone No.)

Applicant: SCOTT V. KEVITT
(Print Name)

7324 33RD AVE N. CRYSTAL, MN (612) 537-3535
(Address) (Phone No.)

DESCRIPTION OF REQUEST: PRELIMINARY PLAT APPROVAL OF SUB-DIVIDING 2 EXISTING PARCELS

APPLICANT'S STATEMENT WHY THIS REQUEST SHOULD BE APPROVED:
(attach additional sheets if necessary)

This is a request for preliminary ~~plat~~ plat approval which meets all City standards and will enable the owner to enjoy the maximum use of his property.

NOTE: Attach plan or survey of proposal.

THIS PROPERTY IS:

TORRENS / ABSTRACT
(Circle one)

Scott V. Kevitt
(Applicant's Signature)

Scott V. Kevitt
(Owner's Signature)

(Office Use Only)

FEE: \$ 75.00 DATE RECEIVED: 1/25/89 RECEIPT # 44256

(Approved) (Denied) - Planning Commission _____
(Date)

(Approved) (Denied) - City Council _____
(Date)

ROBERT J. MILLER LAW OFFICES, P.A.

9405 - 36th Avenue North
New Hope, MN 55427
(612) 542-3030
FAX: 542-3161

ROBERT J. MILLER
GEOFFREY A. MILLER

LEGAL ASSISTANT
HOLLY V. TROMBLEY

April 28, 1989
File No. 14164.10

The Honorable Mayor and
City Council
City of Crystal
4141 Douglas Drive North
Crystal, MN 55422-1696

Re: Reconsideration of Plat of Proffessors Addition

Honorable Mayor and City Council:

As you know, our office represents Scott Kevitt, the Applicant for plat approval of Proffessors Addition. The matter is to be reconsidered by the Council on May 2, 1989. Unfortunately, I have to be out of town that evening. Mr. Kevitt and his Engineer, Grady Boeck, will be present to discuss engineering and related land use matters with the Council and interested citizens.

I believe it may be helpful to the Council when it reconsiders this matter to be aware of some history of the site.

In the early 1970s the property was forfeited for taxes and acquired by the City. Subsequently the City determined to put the property back into private ownership. It must be concluded from that fact that the City did this because it felt the lots were suitable for residential development.

In addition, the City has repeatedly levied special assessments against the property. Initially the assessments were for sewer and water, but in recent years special assessments have been levied for streets and curb and gutter. As a matter of law the City had to determine that the property would be benefited by such improvements. It is also clear that the City had to determine that the lots were suitable for development, otherwise the property would not be benefited. The property is currently subject to substantial special assessments.

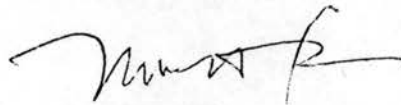
Lastly, Lots 8 and 10 are part of the plat of Gardendale Acres. If one reviews the history of Gardendale Acres, it is apparent that a substantial majority of the Gardendale Acres lots

The Honorable Mayor and
City Council
City of Crystal
April 28, 1989
Page Two

have been subdivided similar to the manner proposed by Mr. Kevitt. Mr. Kevitt would appear to be entitled to equal treatment.

We look forward to favorable action by the City Council. We also thank you in advance for the courtesies extended by the City and its cooperation in this matter.

Very truly yours,


A handwritten signature in dark ink, appearing to read 'Robert J. Miller', with a stylized flourish at the end.

Robert J. Miller

RJM:hvt
CC Mr. Scott Kevitt
Mr. Grady Boeck

DATE: April 26, 1989
TO: Jerry Dulgar, City Manager
FROM: Bill Monk, City Engineer
SUBJECT: Reconsideration of Bedman Addition Preliminary
Plat and Ordinance Amendment to Reduce Single
Family Lot Area

This office interprets the attached letter as a request to reconsider recent Council denials of the Bedman Addition preliminary plat and the ordinance amendment to reduce single family lot area requirements. Reconsideration is the final administrative process in reviewing applications at this stage. No new data has been submitted regarding either item.



WM:jrs

Encls

April 25, 1989

Mr. William Monk
City of Crystal
4141 Douglas Drive North
Crystal, Mn. 55422

Dear Mr. Monk:

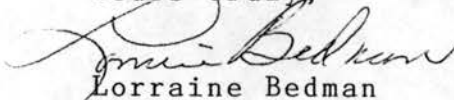
I am requesting that the petition presented to you previously for amending the zoning ordinance to its original form of 60' X 100' be again presented intact to the City Council at the May 2, 1989, meeting.

The petition was drawn up, because I felt I was being singled out as one you were not going to accept regardless, whether, I adjusted the square feet to bring it in accordance with other properties you had approved in the past.

I feel by adjusting the square footage you should have accepted this application. Because you have chosen not to you need to revert back to a standard where there is no bias applied to the applicant.

This petition and application should be voted on intact. The 60' X 100' is a part of the zoning ordinance. It is the 7,500 square feet that was placed in the records thereafter, and creates a bias to the applicant.

Yours truly,


Lorraine Bedman

CC: City Council

Proposal to repeal any ordinance enacted upon by the City of Crystal or inadvertently placed into the records to read: Lot area, R-1 minimum requirement of lot is 60' Width by 100' Depth to equal 7,500 sq. ft., (Although no minutes could be found as to the adoption).

Proposal to adopt the original version filed in 1955, which specifies Lot area, R-1, requirement to be 60' Width by 100' Depth. Doc. No. 2950686 Filed June 30, 1955, Book 725 page 239. Subdivision of land. This is equal to 6,000 sq. ft.

See Crystal City Code 515.15 p.27.

Petition giving approval for a plat 60'X 100' Bedman Addition.

Flarence E Johnson

Claudia Berg

Donna D. D. D.

Lester Helofsky

Donald Helofsky

David Tran

Elsa Thogut

Heather Hoke

Mike Hoke

Lori D. Weyrauch

Richard Weyrauch

Ann Egner

Don Hoke

Rasa Hoke

Theresa Wem

Edna Hawkins

Edna Hawkins

W. R. H.

Susan New

Lawrence J. Hoke

Susan Hoke

ORDINANCE NO. 89-_____

AN ORDINANCE RELATING TO GARAGE SALES;
AMENDING CRYSTAL CITY CODE
SUBSECTION 515.19, SUBDIVISION 3
BY ADDING A SUBDIVISION

THE CITY OF CRYSTAL DOES ORDAIN:

Section 1. Crystal City Code, Subsection 515.19, Subdivision 3, is amended by adding a subdivision to read:

Subd. 3 i). Garage Sales. The infrequent temporary display and sale of general household goods, used clothing, appliances, and other personal property, provided the exchange or sale of merchandise is conducted within the principal structure or an accessory structure. Items for sale may not include personal property purchased for the purpose of resale. The number of garage sales on an individual premises may not exceed four per year, and each sale is limited to a three day duration, with hours of operation between 8:00 a.m. and 10:00 p.m. Garage sale signs are permitted consistent with provisions of Section 406.17, Subdivision 12 of the City Code.

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

First Reading:

Adopted:

Mayor

Attest:

City Clerk

ORD3:00110D01.F16



Anderson Dale Architects, Inc.

2675 University Avenue
St. Paul, Minnesota 55114
612-642-9000

25 April 1989

Mr. Jerry Dulgar, City Manager
City of Crystal
4141 Douglas Drive
Crystal, Minnesota 55422-1696

Dear Jerry,

Because of the additional space being added to the Community Center project, I am proposing a change to the schedule that shouldn't effect the final completion date, but allows us a bit more time to complete the documents properly.

I am anticipating the bid award to take place at the June 20 Council meeting, rather than June 6.

We would like to procede with this revised schedule if it is acceptable to you.

Sincerely,



Kurt's A. Dale, AIA
Vice President

cc: Bill Monk, Ed Brandeen

PROPOSED SCHEDULE
CRYSTAL COMMUNITY CENTER
APRIL 25, 1989

May 23, 1989	Issue the construction documents for bidding
June 15, 1989	Receive bids
June 20, 1989	Council meeting. Review bids and award contract for construction
June 21-23, 1989	Begin preparation of contracts, issue notice to procede.
June 26, 1989	Pre-Construction Meeting. Contractor mobilization/begin construction City removes fence from west ball field
June 28, 1989	Demolition of west ballfield, begin underground utilities, begin excavation.
July 28, 1989	City removes fence from south ballfield Contractor begins demolition of south ballfield
October 30 - November 10, 1989	Complete the building enclosure. Complete the parking lots and paving.
February 1, 1990	Substantial building completion/occupancy Construction inspection and punch list
Spring 1990	Complete landscape work as weather permits Final inspection and punchlist review.

MEMORANDUM

TO: HRG Board of Directors

FROM: Tom Bublitz, HRG Administrator *TB*

DATE: April 24, 1989

SUBJECT: Update on New Hope Curbside Recycling Program

Curbside recycling collection began in New Hope on April 4. Tonnages collected and participation rates are shown below

<u>Participation Rates</u>	<u>Tons of Recyclable Material Collected</u>
43% (1st week)	22.63 tons
58% (2nd week)	25.26 tons
57% (3rd week)	22.51 tons

New Hope's 1989 goal set by Hennepin County is to recycle 10% of the total municipal solid waste stream through collection of paper, glass, and cans. The total estimated municipal solid waste generated in New Hope for 1989 is 10,645 tons. If an average is used for the remainder of 1989 based on the first three weeks of the program, the City would recycle 915 tons which is 9% of the total municipal solid waste stream.

During the first two weeks of the program I have estimated the City offices received approximately 200 calls from New Hope residents. This amounts to approximately 4% of the households included in the recycling program and is comparable to what other cities have received in the start-up phase of a curbside recycling program.

I personally received 80 to 90 calls and generally, the calls fell into the following categories:

1. Persons who did not think they should be charged for recycling. In about 60-70% of these calls, I was able to satisfactorily explain that the revenues from the sale of recyclables cannot fund the costs of a curbside collection program and that a portion of the costs must be subsidized either through inclusion in the City's overall tax levy or, as in the case of the HRG cities, a direct service charge to persons receiving the service.
2. Another group of calls came from people who were already recycling and felt it was unfair to include them in the program. I explained that we aimed the program at the majority of persons who are not currently recycling and tried to emphasize the trade-off of convenience of curbside versus taking recyclables to a drop-off center. Also, I emphasized the need to meet the mandated goal set by the County and that a curbside program was the most effective way of accomplishing those goals. Calls from this group included people who were redeeming their recyclables, particularly aluminum cans, for cash.

3. Another category of calls came from persons who indicated they simply did not generate many recyclables and felt it was unfair to include them in the program.
4. The final group of calls was very small (less than 10 calls) and consisted of those people who simply wanted nothing to do with recycling or felt it was much too inconvenient for them. This is a very small group considering the total household count in the City.

From an operations and participation standpoint, the program seems to be going well. Missed collections appear to be minimal, and the calls have dropped off to only a few per week to the City offices. BFI has indicated they receive one to two informational calls per day and between one and four missed collection calls per day. I believe we are also at a point where there are very few containers left to be delivered to households that were missed on the initial delivery. We are still picking up a few households such as fourplexes and other homes that were missed in the initial container delivery.

ENVIRONMENTAL QUALITY COMMISSION MEETING MINUTES

March 16, 1989

7:00 P.M.

Crystal City Hall

The Chair called the meeting to order at 7:02 p.m. recognizing the lack of a quorum.

Those members present were: Beth Jarvis, Gerald Shoultz, Ryan Schroeder, Diane Christopher (arrive 7:08 p.m.), Pauline Langsdorf (arrive 7:12 p.m.), and Phyllis Isaacson (arrived 7:25 p.m.) Those members absent were: Gail Gove, Jerry Farrell, Mary Pat Hanauska, Lerry Teslow and Phillip Domek. Staff members present were: Tom Heenan, Health Sanitarian for Crystal, Brooklyn Park, and Brooklyn Center; Don Peterson, Building Inspector; and Julie Jones, Recycling Coordinator.

Even though a quorum was not present, the group began discussing the Housing Maintenance Code issue since Tom Heenan had to leave the meeting early. The Chair called on Mr. Heenan for his presentation. A copy of a new housing maintenance code drafted by Mr. Heenan in 1985 had been included in each members packet. Mr. Heenan began his presentation on the Housing Maintenance Code issue, noting that lead base paint and radon issues are not addressed in his 1985 draft and should be. He emphasized to the Commission that Crystal's present code is not enforceable and does not address rental housing. In his opinion, most complaints are about rental properties. Another problem not addressed in his 1985 draft is well-abandonment. Mr. Heenan emphasized that there is money changing hands in a home sale transaction, so there are funds usually available to finance the improvements necessary. The Commission members asked various questions and thanked Mr. Heenan for being present at the meeting.

The Chair then asked Don Peterson, Building Inspector, to begin his presentation on the Housing Maintenance Code issue.

Phyllis Isaacson then arrived at the meeting, so that a quorum of the Commission was present.

Mr. Peterson began his presentation noting that previously he had strongly suggested designing a Housing Maintenance Code similar to City of St. Louis Park's. However, he felt that the group may want to consider Mr. Heenan's housing code draft since it appears to already be working well in the City of Brooklyn Center. He noted that often the City becomes a mediator in neighborhood and landlord/tenant disputes and felt that a new Housing Maintenance Code with enforcement capabilities would not likely change this problem. Besides the problem of well-abandonment, Mr. Peterson noted the safety problem with the lack of backflow preventers on laundry and outside faucets. He also explained Minneapolis's inspection program. In his opinion, a new Housing Maintenance Code must equally treat owners and renters or the City is going to find strong objections to the code. Discussion and questions followed.

The next item of business was discussion of each members background and personal goals for the Commission.

The Chair then recognized that she had skipped the first agenda item, approval of the January and February meeting minutes. Diane Christopher moved to approve the January 9, 1989 and February 16, 1989 meeting minutes. Gerald Schultz seconded the motion.

Motion Carried.

The next agenda item was election of officers for 1989. Gerald Shoultz moved to have Julie Jones, staff liaison, to continue serving as Secretary to the Commission. Diane Christopher seconded the motion.

Motion Carried.

The Chair then opened the floor for nominations to the position of Chair. Gerald Shoultz moved to nominate Beth Jarvis to continue as Chair. Hearing no other nominations, the Chair asked for a motion to close nominations. Gerald Schultz moved that nominations be closed. The motion was seconded by Phyllis Isaacson. Upon a vote, the members unanimously elected Beth Jarvis as Chair.

Motion Carried.

The Chair then opened the table for nominations to the position of Vice-Chair. Beth Jarvis nominated Mary Pat Hanauska to the position of Vice-Chair. Diane Christopher nominated Gerald Schultz to the position of Vice-Chair. Beth Jarvis then withdrew her nomination for Mary Pat Hanauska, since she felt it was unfair to nominate Mary Pat without consulting her opinion first. The Chair asked if there were any other nominations. Hearing none she asked for a motion to close nominations. Ryan Schroeder moved to close the nominations and Diane Christopher seconded the motion.

Motion Carried.

Upon a roll call vote, Gerald Schultz was unanimously elected as Vice-Chair.

The Chair then noted that the Commission must also elect a representative to the Long-Range Planning Commission. Ryan Schroeder nominated Diane Christopher as representative to the Long-Range Planning Commission. Beth Jarvis seconded the motion.

Motion Carried.

The Chair then brought an error to the attention of the Commissioners in the By-laws. The error was in the correct meeting date. Ryan Schroeder moved to correct the By-laws to reflect a meeting date of the third Thursday of each month. Gerald Schultz seconded the motion.

Motion Carried.

Ryan Schroeder then had to leave the meeting early, so that a quorum was no longer present.

The Chair then polled the Commission members regarding their interest in running a recycling unit through the Frolics parade again in 1989. She informed the group that Julie Jones had suggested asking BFI to drive one of their recycling trucks through the parade. It was the consensus of the group to have staff look into this option and to discuss publicity options at a later meeting.

Other recycling issues were then discussed.

It was decided to postpone the discussion of long range goals for the Commission until the next meeting when more members could be in attendance.

Julie Jones then asked the Commission members how they would like to proceed in developing a new Housing Maintenance Code in Crystal. It was decided to evaluate all examples at the next meeting to decide on a rough draft form. Pauline Langsdorf asked that it be emphasized in the meeting notice that everyone be present at the next meeting. Pauline Langsdorf also asked the Chair to give her recommendations before the next meeting since she will be unable to attend.

The Chair then entertained a motion to adjourn. Gerald Schultz moved to adjourn the meeting. Phyllis Isaacson seconded the motion. The meeting adjourned at 9:17 p.m.

Approved at
4-13-89
HRA Mtg.

8 MARCH 1989

MINUTES OF THE REGULAR MEETING OF
THE HOUSING AND REDEVELOPMENT AUTHORITY
OF THE CITY OF CRYSTAL, MINNESOTA

The regular meeting of the Crystal Housing and Redevelopment Authority (HRA) was called to order by the Chair at 8:37 p.m., following a joint meeting with the Crystal City Council at 7:00 p.m.

Those members present were: John T. Irving, Peter Meintsma, Marty Gates and John Moravec. Those members absent were: Sharon Garber.

Staff members present were: Jerry Dulgar, Executive Director; John Olson, HRA staff; Julie Jones, HRA staff; and David Kennedy, City Attorney.

The first agenda item was approval of the February 15, 1989 regular HRA meeting minutes. Commissioner Irving moved to approve the minutes as written and place them on file.

Motion Carried.

The second agenda item was consideration of a Second Supplemental Agreement with BRW. After discussion of the extra services BRW has completed, Commissioner Irving moved to approve HRA Resolution 89-1, A RESOLUTION APPROVING A SECOND SUPPLEMENTAL AGREEMENT FOR PLANNING, LANDSCAPE ARCHITECTURE AND ENGINEERING SERVICES IN BASS LAKE ROAD - BECKER PARK COMMERCIAL AREA REDEVELOPMENT PROJECT.

Motion Carried.

The third agenda item was a brief review of the HRA's financial situation. A financial report compiled by Miles Johnson, Finance Director, was explained as well as certain line items in the 1989 budget.

The fourth agenda item was review and discussion of information regarding the costs related to the 4500 Adair Avenue North project, as well as potential market value of the project. Commissioner Moravec requested staff to obtain another appraisal opinion from the City Assessor in the fall of 1989. After other questions and discussion, Commissioner Moravec moved to direct staff to pursue selling the newly developed property at 4500 Adair at market value.

Motion Carried.

Item five on the agenda was consideration of the Northern Mayor's Association request for the HRA to assist in funding the development of a NMA-EDA. Mr. Dulgar explained the NMA's request. Commissioner Irving made a motion to have the HRA split the membership cost with the City Council. After other questions and discussion, the Chair called the vote.

Motion Carried.

The sixth agenda item was discussion of the information given the HRA Commissioners on development of EDA's. It was the consensus of the HRA to consider this item at the next regular meeting after more information could be sent to the Commissioners.

The seventh agenda item was discussion of proposed state legislation which related to the Scattered Site Acquisition program. Julie Jones explained that there is little reason to be alarmed at the proposed state legislation, since it is unlikely it will have a great financial impact on the HRA's current scattered site program. She did inform the Commissioners that there are new HUD regulations that will be affecting the program and that she would keep the HRA Commissioners informed as new information becomes available on those rules.

The eighth agenda item was consideration of the Northern Mayor's Association request to incorporate the NMA's Executive Assistant into the Crystal City payroll system. Commissioner Irving moved to approve the HRA Resolution 89-2, RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF A JOINT POWERS AGREEMENT WITH THE NORTHERN MAYOR'S ASSOCIATION.

Motion Carried.

Item nine on the agenda was consideration of a request from Mark Ridge of 3062 Douglas Drive North for the HRA to waive its right to purchase his property should he put it up for sale. Commissioner Moravec moved to postpone consideration of Mr. Ridge's request to the next HRA meeting when Mr. Ridge could attend the meeting to explain his request more thoroughly.

The Chair asked if there was any other business. Julie Jones asked that the HRA Commissioners examine the Community Development Block Grant Year XV Public Hearing Notice, which she had handed out at the beginning of the meeting. She explained the division of funds proposed and mentioned that the HRA may want to consider setting aside funds to assist people in rehabilitating their homes, should a new housing maintenance code go into effect before Year XVI funds are available. Mr. Dulgar voiced concern that it would be unlikely that the City would have a need to use funds for that purpose until next year. Marty Gates moved to forward the staff recommendations as shown in the public hearing notice for use of Year XV CDBG Funds to the City Council for their approval.

Commissioner Irving moved to accept the Chair's 1988 report and direct staff to forward copies to the City Councilmembers.

Motion Carried.

Commissioner Gates asked if the HRA has set a plan of goals regarding scattered site acquisition. Julie Jones reported that a computerized report is being compiled on past projects and will be available for the next meeting. It was also requested that staff update the list of potential scattered site properties for the next meeting.

The Chair recognized the information presented to the Commissioners on Light Rail Transit. John Olson reported that the City Council has set the date of April 4, 1989 for Crystal's public hearing on Light Rail Transit. The Commissioners also discussed attendance at the March 14th County public hearing. The two locations being considered in Crystal for a park and ride site were briefly discussed.

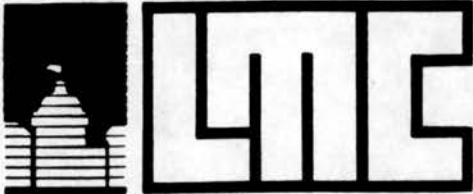
Commissioner Gates moved to adjourn the meeting.

Motion Carried.

The meeting adjourned at 9:50 p.m.

Chair


Secretary



League of Minnesota Cities

183 University Ave. East
St. Paul, MN 55101-2526
(612) 227-5600 (FAX: 221-0986)

April 20, 1989

TO: Mayors, Managers, and Clerks
FROM: Donald A. Slater, Executive Director 
RE: LMC Constitutional Amendment to be Considered at the 1989 LMC Annual Conference

Below please find a constitutional amendment proposed and approved by the LMC board of directors for consideration by the membership at the League's annual meeting, Thursday, June 8, 3:45 - 5:00 pm, at the Hyatt Regency hotel in Minneapolis.

The board of directors proposes to the general membership that the League of Minnesota Cities constitution, Article IV, Section 4, be amended to read as follows (new language is underlined):

Article IV, Section 4. The board of directors shall meet at such times as may be determined by it, or by the president, or by any three members, but shall assemble to meet at least four times annually. Meetings shall be in person with the exception that non-assembled meetings by telephone conference call, or other media, shall be authorized if the president and executive director agree in advance that a non-assembled board meeting is desirable. Notice of the board meeting shall be provided in the manner established by board resolution.

A quorum of the board of directors is eight members and action by the board of directors shall require the favorable vote of a majority, but not less than five members. The board shall be responsible for the general management of the affairs of the League, subject to provisions of the constitution.

It shall establish the positions and fix the rate of pay for employees of the League. It shall adopt a budget for League operations for each fiscal year, which fiscal year shall be the year ending August 31.

It shall determine the various committees to be appointed. The board of directors shall have the power to purchase, own, mortgage, or convey such real estate and other property

Mayors, Manager, and Clerks
Page 2
April 20, 1989

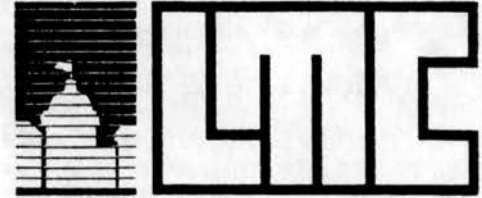
in the name of the League, in the name of a non-profit corporation governed by the members of the League board of directors, or in the name of any member when authorized by that member, as may be necessary for the purposes of the League. This grant of authority shall include power to purchase or sell on a contract for deed or conditional sales contract or otherwise. The board of directors may authorize officers, agents, or employees or any of them to enter into any contract or execute and deliver any instruments or obligations in the name of and on behalf of the League.

The passage of this constitutional amendment would provide greater flexibility for the board to handle last-minute, urgent matters. There has been instances where a board decision is needed immediately and the decision had to be delayed until the board could be convened at the League offices.

League of Minnesota Cities

CONSTITUTION

As amended, June 1988



League of Minnesota Cities

ARTICLE I NAME AND PURPOSE

Section 1. This organization shall be known as the League of Minnesota Cities and its purposes shall be:

First - To be an effective vehicle for the development and expression of enlightened policies and positions concerning the structure and powers of local government and other issues of universal or specific municipal interest at the local, state, and national level.

Second - To develop and provide either alone or in concert with other governments, organizations, or groups, programs of technical assistance and training which will make available to municipalities and their employees advanced systems, concepts, and techniques applicable to various aspects of municipal operations.

Third - To foster and promote the dissemination of information concerning problems and issues affecting local government to special interest groups and to the public at large.

Fourth - To encourage the improvement of all phases of municipal government by stimulating and fostering pertinent research projects by collecting, developing, and providing information and advice and by holding conventions and conferences for the exploration of problems of municipal interest.

Fifth - To foster harmonious and cooperative relationships with local, state, and federal organizations and agencies in exploring common problems and developing mutually acceptable solutions to them.

ARTICLE II MEMBERSHIP

Section 1. Any municipality in the state of Minnesota shall be eligible to membership in the League. Wherever the word municipality is used in this constitution, it shall mean "city or urban town."

Section 2. When a municipality becomes a member of this League, any official or officials of such municipality by the normal appointment procedure of such municipality may become a delegate or delegates to any official meeting of this League; provided that the mayor of such municipality shall be ex officio a delegate to the conventions of the League.

Section 3. Any municipality which shall have failed to pay its dues by the first of January following the due date, shall be stricken from the membership roll.

Section 4. Any member in good standing may withdraw from the League at any time upon official written notice, and shall receive a pro rata refund of its annual dues payment.

Section 5. If, at any regular or special meeting, three-fourths of the members of the League vote in favor of dissolution of the League of Minnesota Cities, the League shall be dissolved within 90 days of the date approving such action.

Section 6. Immediately after a vote favoring dissolution the board of directors shall proceed to settle any financial obligations pending against the League and to dispose of all property held by the League. Any funds remaining after all claims have been settled and all property disposed of shall be returned to each participating member in proportion to the annual dues fee which the member paid.

ARTICLE III FEES AND DUES

Section 1. Any municipality in Minnesota desiring to become a member of this League may do so upon signifying a desire to do so and paying of the annual dues, and any outstanding assessment.

Section 2. The dues for each municipality shall be based upon population as given by the latest federal decennial or special census. This fee shall be payable annually in advance on the first day of September.

Section 3. The annual dues for each member municipality shall be set by the League Board of Directors not to exceed the amounts established in the schedule or schedules set out as appendices to this constitution, which shall be adopted or amended in the same manner as other parts of this constitution. If no new dues schedule is adopted for a given year, the dues schedule in effect for the most recent prior year shall remain in effect.

The total dues for each member as thus calculated shall be rounded to the nearest dollar.

Section 4. A special assessment may be levied upon the members for League purposes upon recommendation of the board of directors and approved by the membership in the manner indicated in Article V.

ARTICLE IV OFFICERS AND COMMITTEES

Section 1. The officers of the League shall be an elected president, an elected vice president, the immediate past president ex officio, the president of the Association of Metropolitan Municipalities ex officio, the president or a vice president of the National League of Cities if a Minnesota city official ex officio, and twelve elected directors. The officers acting as a group shall constitute the board of directors.

Section 2. The president and vice president shall each be elected annually for one-year terms. Twelve directors shall be elected for three-year overlapping terms. In 1974 four of these shall be elected for three-year terms, four for two-year terms and four for one-year terms; thereafter four shall be elected annually for three-year terms. Elections shall be held at the official business meeting at the annual convention. Officers shall hold office for their designated terms, and until their elected or appointed successors have signified their acceptance. The newly elected officers shall take office immediately after the close of the annual convention. The immediate past president shall serve as a member of the board of directors ex officio for one year, so long as he or she holds municipal office, and the president of the Association of Metropolitan Municipalities shall serve ex officio.

Section 3. To be eligible to be elected and to serve, or continue to serve, as an elected officer of the League, a person shall be an officer of a member municipality. Any member of the board of directors who is absent for three consecutive regular meetings or who is absent for any four regular meetings during any consecutive 12-month period commencing July 1, shall be deemed to have resigned from the board, and the vacancy shall be filled as provided in this section. Any vacancy in an elective office shall be declared by resolution of the board of directors and be filled for the remainder of the term by the board of directors subject to the approval of the membership at the next annual meeting, except that a vacancy in the office of president shall be filled by the succession of the vice president. A vacancy in the office of director occurring at the annual convention shall be filled by election at the convention for the remainder of the term.

Section 4. The board of directors shall meet at such times as may be determined by it, or by the president, or by any three members, but shall meet at least four times annually. A quorum of the board of directors is eight members and action by the board of directors shall require the favorable vote of a majority but not less than five members. The board of directors shall be responsible for the general management of the affairs of the League, subject to the provisions of the constitution. It shall establish the positions and fix the rate of pay for employees of the League. It shall adopt a budget for League operations for each fiscal year, which fiscal year shall be the year ending August 31. It shall deter-

mine the various committees to be appointed. The board of directors shall have the power to purchase, own, mortgage, or convey such real estate and other property in the name of the League, in the name of a non-profit corporation governed by the members of the League board of directors, or in the name of any member when authorized by that member, as may be necessary for the purposes of the League. This grant of authority shall include power to purchase or sell on a contract for deed or conditional sales contract or otherwise. The board of directors may authorize officers, agents, or employees or any of them to enter into any contract or execute and deliver any instruments or obligations in the name of and on behalf of the League.

Section 5. The president shall be chair of the board of directors. The president shall preside at the annual business meeting and all other meetings of the League, but may designate others to preside instead. The president shall appoint all committees established by the board of directors or by the constitution and shall appoint representatives of the League to such non-League bodies as may be appropriate.

Section 6. In the absence of the president the vice president shall act as president.

Section 7. The executive director shall be the chief administrative officer of the league, subject to the general supervision of the board of directors. The executive director shall be appointed by the board of directors for an indefinite period and may be removed by the board of directors. The executive director shall appoint the League employees and shall administer the League office and the League services. The executive director shall prepare an annual budget of revenues and expenditures for the consideration of the board of directors and shall limit expenditures to the total budget approved by the board of directors. The executive director shall submit to the board of directors and to the membership an annual report of League affairs, services, and finances which shall be published in the League's official publication. The executive director shall have charge of the League records, accounts, and property. The executive director shall cause an official record of all meetings of the League to be made. The executive director shall act as treasurer and handle all League funds. The director and employees designated by the director shall post a corporate surety bond at League expense. The accounts and finances of the League shall be post-audited each year by a public accountant selected by the board of directors.

Section 8. The board of directors may, on application, recognize as affiliates of the League organizations whose membership consists predominantly of Minnesota municipal officials or employees. The general purpose of such affiliations shall be to encourage the maximum cooperation among the various municipal functions, among administrative departments and councils, and among the municipalities of the state through the League. The board of directors may require for affiliate recognition such conditions as to activities, membership, and finances as it deems appropriate; in no event, however, shall recognized affiliates advocate legislative proposals in conflict with League legislative

League of Minnesota Cities Constitution

policies without adhering to the procedure set forth in Article VI, Section 7.

Section 9. A special committee shall be appointed by the president every three years to study League dues and League services, commencing with the appointment of such a committee in the fall of 1983. Additionally, special committees may be authorized by the board of directors for the purpose of studying municipal problems, conducting schools, making legislative recommendations, or other appropriate League service. The chair of each such committee appointed by the president shall, on the completion of the committee's work, make a report to the board of directors, convention, or legislative conference in such form as the executive director may request.

ARTICLE V MEETINGS

Section 1. The League shall hold a general, statewide convention each year, a legislative conference at least biennially, and such other meetings as may be called by the board of directors. Such meetings may be for educational or legislative purposes, may be statewide or regional meetings, and may be for special classes of officers or employees or for municipal officers generally.

Section 2. An annual convention of the League shall be held on the dates and at a place fixed by the board of directors. The official business meeting shall be held during the convention at such time as the board of directors shall fix and announce in advance with the program. A nominating committee, and such other committees as the board of directors may authorize shall be appointed by the president at or before the beginning of the convention and make reports to the business session. At the business session delegates from at least twenty member municipalities shall be considered a quorum. Each represented municipality shall be entitled to one vote (which shall be the majority expression of delegates from that municipality). Action on legislative matters and on amending the constitution shall conform to the voting requirements set forth in Articles VI and VII respectively; the conference may adopt further rules governing its proceedings. Otherwise, parliamentary procedure shall be according to *Robert's Rules of Order*.

ARTICLE VI LEGISLATIVE PROCEDURE

Section 1. Except as otherwise provided in this article, no official commitment shall be made by the League on any proposed state or federal legislative matter unless it is approved by the legislative committee and is further approved by a two-thirds favorable vote of the delegates present and voting at the annual business meeting or at the regular or a special legislative conference to which all the member municipalities are invited; but no proposal shall be made part of the League legislative program under this section or Section 2 if the municipalities voting against it include all the cities of any one class and if such proposal is by its terms applicable to such class of municipalities. The vote on any legislative matter shall be by acclamation; but at any time before the result of the vote is announced, the presider may, and shall, if requested to do so by ten or

more delegates present, submit the question under consideration to a vote by municipality, in which case each member municipality represented shall have one vote.

Section 2. In lieu of approval at a business meeting or legislative conference an official commitment may be made by mail ballot on any subject of legislation when authorized by the board of directors. No commitments shall be made by mail ballot unless ballots are cast on the question by at least 20 percent of the member municipalities through their legislative bodies and at least two-thirds of the municipalities voting approve the commitment. At least ten days shall elapse between the mailing of the blank ballots and the counting of the marked ballots.

Section 3. Subjects of legislation shall be initiated either by a League committee, by the council of any member municipality, or by the delegates at the annual business meeting or a legislative conference. Each subject not initiated by a League committee shall, unless approved for consideration by a two-thirds favorable vote of the delegates present and voting, be referred to a study committee, whose recommendation shall be considered by the legislative committees before reference to the delegates for final action or before a mail ballot is taken.

Section 4. A legislative committee shall be created prior to each session of the legislature to consist of the chairs of any special committees studying legislative matters and the members of the board of directors.

Section 5. A regular legislative conference shall be held before or during each session of the state legislature, for the purpose of approving an official League program on matters of legislation. Special legislative conferences may be authorized by the board of directors when necessary.

Section 6. The board of directors may, by a two-thirds vote of all its members, make a commitment on any bill then pending when the bill is, in the judgment of the committee, of sufficient general municipal importance and urgency to require such action. A commitment adopted under this section shall be presented to the legislature as a League board commitment and not an official commitment of the League.

Section 7. Subdivision 1. Affiliate organizations may adopt legislative policies and commitments in accordance with their organization's by-laws. Such policies or commitments shall be submitted to the League executive director as soon as is practical after being adopted and if possible prior to the League legislative conference so that the membership may consider League legislative policy in light of affiliate positions. Such policies and commitments as are in the judgment of the executive director in conflict with adopted or pending League policy shall be submitted by the executive director to the board of directors for review and comment. If the League board of directors determines that the policy or commitment is in conflict with an adopted League policy or pending policy, the submitting affiliate organization shall be so notified in writing within 10 days and said affiliate shall not advocate such

policy to the legislature except in accordance with Subdivision 2.

Subd. 2. An affiliate organization upon notification from the League that a legislative policy or commitment is in conflict with an adopted or pending League policy may proceed to advocate such policy or commitment only under the following conditions:

(1) The policy or commitment in conflict is resubmitted for a vote at an annual, regular, or special membership meeting of the affiliate and it is approved by a two-thirds vote of the delegates present and voting or by mailed ballot, provided that the policy or commitment had been mailed out to members at least seven days prior to the meeting if the ballot is taken at a meeting and provided that at least 40 percent of the affiliate members are participating; and

(2) Provided that the League executive director shall also be provided with seven days written notice that such meeting or mailed ballot is to be held and for what purpose and that the affiliate members shall be informed in the notice that the League board of directors had declared such policy in conflict; and

(3) A policy or commitment adopted pursuant to this section shall be presented to the legislature as an affiliate policy or commitment which differs from a League policy.

ARTICLE VII AMENDMENTS

Section 1. This constitution may be amended after the first day of the annual meeting by a two-thirds vote of all municipalities voting, provided that the proposed amendments shall have been prepared in writing on or before the first day of the meeting and distributed to the delegates. An amendment in writing, offered from the floor without prior notice to the delegates shall be permissible if it is an amendment to a proposed amendment, is on the same subject as the amendment it is proposed to amend, is germane to the amendment it is proposed to amend, and is approved by a two-thirds vote of the delegates in attendance and voting.

ARTICLE VIII THE ASSOCIATION OF METROPOLITAN MUNICIPALITIES

Section 1. The Association of Metropolitan Municipalities to include members of the League of Minnesota Cities situated in counties within the jurisdiction of the Metropolitan Council of the Twin Cities area may be established within the League in accordance with this article.

Section 2. The bylaws establishing the Association of Metropolitan Municipalities shall include provisions of membership, dues and finances, board of directors and officers, meetings, committees, and such other matters as are deemed appropriate, including the adoption of legislative commitments applying specifically to the Twin Cities metropolitan area. The Association of

Metropolitan Municipalities shall be considered as an affiliate organization for purposes of adopting legislative policy.

Section 3. The bylaws establishing the Association of Metropolitan Municipalities and amendments thereto shall be submitted to the board of directors of the League of Minnesota Cities for a determination of consistency with this constitution. The board of directors shall consider them forthwith, and if it finds the bylaws and amendments consistent with this constitution, it shall approve them.

Section 4. Establishment of the Association of Metropolitan Municipalities does not prevent the furnishing of service by the League of Minnesota Cities staff to metropolitan area members in the same manner and to the same extent as to members in other parts of the state, but any special service to the Association by the League of Minnesota Cities staff shall be financed by the Association.

Section 5. The Association of Metropolitan Municipalities may be dissolved by the procedure specified in its bylaws. Upon dissolution of the Association this article shall have no force or effect.

APPENDIX A -

Dues Schedule Maximum for 1988-89
(based on maximum five percent increase)

249 or less.....	194
250-4,999.....	66 plus 51.24 cents per capita
5,000-9,999.....	536 plus 41.85 cents per capita
10,000-19,999.....	1157 plus 35.64 cents per capita
20,000-49,999.....	3955 plus 21.65 cents per capita
50,000-299,999.....	11711 plus 6.14 cents per capita
300,000 and over.....	19740 plus 3.47 cents per capita

APPENDIX B -

Dues Schedule Maximum for 1989-90
(based on maximum six percent increase)

249 or less.....	206
250-4,999.....	70 plus 54.31 cents per capita
5,000-9,999.....	568 plus 44.36 cents per capita
10,000-19,999.....	1227 plus 37.78 cents per capita
20,000-49,999.....	4193 plus 22.95 cents per capita
50,000-299,999.....	12413 plus 6.51 cents per capita
300,000 and over.....	20924 plus 3.68 cents per capita

APPENDIX C -

Dues Schedule Maximum for 1990-91
(based on maximum seven percent increase)

249 or less.....	220
250-4,999.....	75 plus 58.12 cents per capita
5,000-9,999.....	607 plus 47.47 cents per capita
10,000-19,999.....	1312 plus 40.42 cents per capita
20,000-49,999.....	4486 plus 24.56 cents per capita
50,000-299,999.....	13282 plus 6.97 cents per capita
300,000 and over.....	22389 plus 3.94 cents per capita

MINUTES
OF
CRYSTAL CONGRESS FOR CRIME PREVENTION
AND
CRIMINAL APPREHENSION

The regular meeting of the BOARD OF THE CRYSTAL CONGRESS FOR CRIME PREVENTION AND CRIMINAL APPREHENSION was called to order by Ray Vold, at 8:40 AM on April 5, 1989 at the Tally Ho Restaurant.

Members present were: Tim Tjaden, Medard Kaisershot, James Mossey, Dan Drake, Ray Vold, Jerry Dulgar and Sharon Carlson.

The treasurer reported a total cash on hand of \$211.39 in checking and \$2,264.22 in savings.

A motion was made by Medard Kaisershot and seconded by Jerry Dulgar to coordinate a joint fund raising effort between the Crystal Crime Fund and the Crystal Police Departments Dare Program to raise funds for the organization. Dan Drake is to explore various fund raising possibilities including interfacing with the Crystal Frolics to raise funds.

A motion was made by Medard Kaisershot and seconded by Jim Mossey to support the production of a Crystal Congress Crime Fund Newsletter. Dan Drake is to review and report back at the next meeting.

There being no further business, Medard Kaisershot made a motion to adjourn and this was seconded by Ray Vold. Meeting adjourned at 9:35 AM.



Tim Tjaden, Secretary

HUMAN RELATIONS COMMISSION
March 27, 1989

Members Present: Lois Ehret, Arlene West, Linda Museus, Renee Werner.

Members Absent: Judy Rice, James Darmer, Bruce Kleeberger, Barbara McMahon.

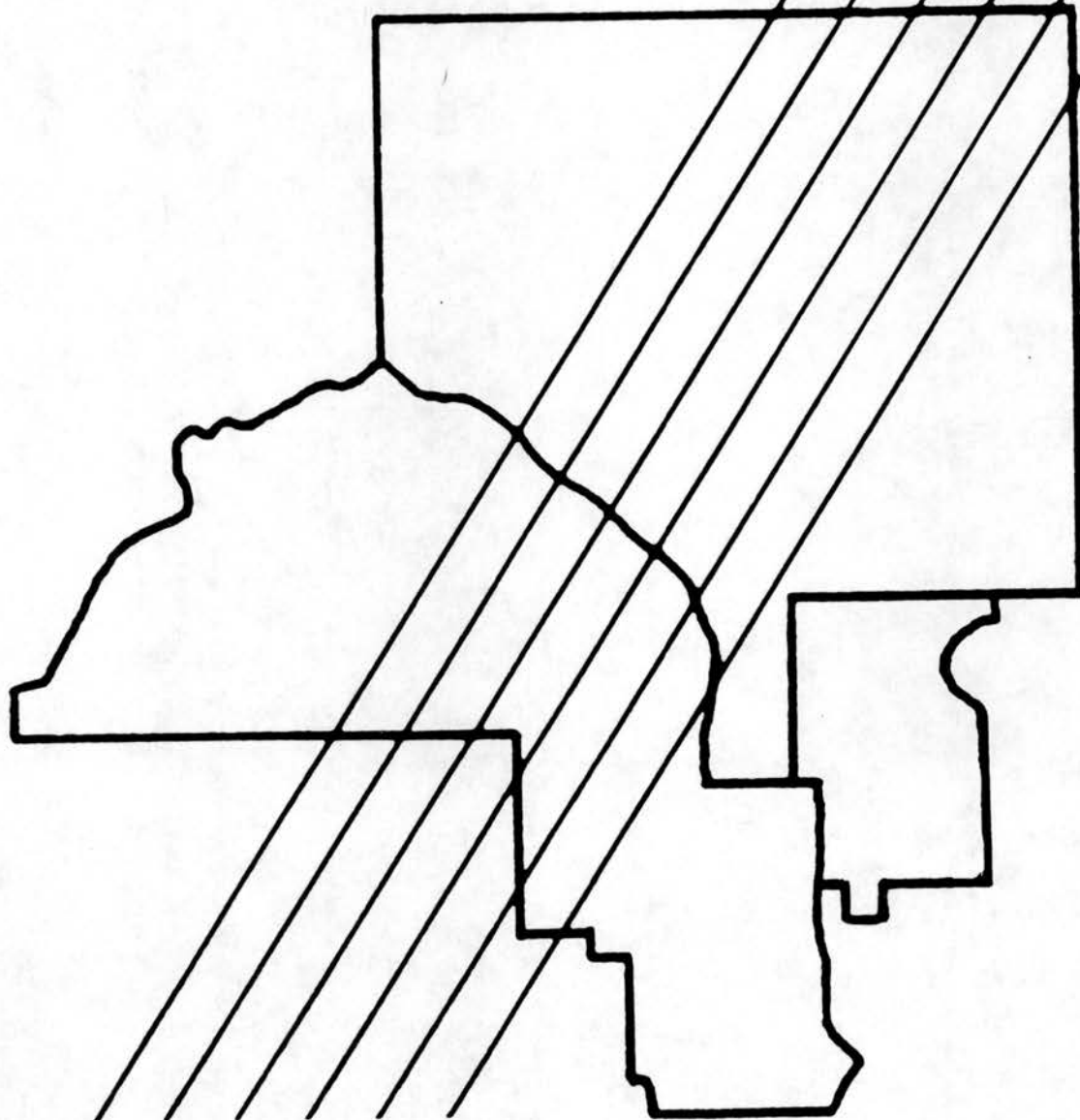
Council Liaison Present: Garry Grimes.

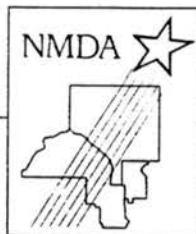
1. Minutes from January 23 were approved, moved, seconded and passed.
2. Linda presented copies of letters sent to James Darmer and Judy Rice regarding absenteeism. Based on their lack of response, Lois motioned to recommend to the Council removal of James and Judy for lack of attendance. Arlene seconded.
Motion Carried.
3. Arlene questioned our inability to keep people on the commission. Linda discussed broadening our approach to "Human Relations." More community awareness would bring more enthusiasm on commission.
4. Linda will contact Judy about getting our proof of brochure back and Lois offered to review and possibly revise for printing. Renee will contact Bloomington and Edina Commissions in attempt to get copies of their brochures for ideas and comparisons for next meeting.
5. Linda announced that per By-Laws, elections of officers will be at the May meeting.
6. Garry Grimes inquired to Betty Herbes and Jerry Dular about getting a staff person for our commission. He will advise on progress.
7. Garry asked if anyone was interested in becoming a representative for the Northwest Hennepin Human Services Council. He will be forwarding brochures to us on its functions.

Meeting adjourned at 7:40 p.m.

NMDA

N O R T H M E T R O
D E V E L O P M E N T
A S S O C I A T I O N





NMDA

NORTH METRO DEVELOPMENT ASSOCIATION

Officers

Joseph Strauss
Executive Director
8525 Edinbrook Crossing, Suite 5
Brooklyn Park, MN 55443
(612) 424-1110

Ron Henrickson, Blaine
(612) 784-6700

Brad Hoffman, Brooklyn Center
(612) 561-5440

Al Erickson, Brooklyn Park
(612) 424-8000

Kurt Ulrich, Champlin
(612) 421-8064

Bob Bocwinski, Columbia Heights
(612) 788-9221

Lee Starr, Coon Rapids
(612) 755-2880

Jerry Dulgar, Crystal
(612) 537-8421

Kevin Locke, New Brighton
(612) 633-1533

Mark Banwert, Ramsey
(612) 427-1410

Jeannine Dunn, New Hope
(612) 533-1521

Ryan Schroeder, Robbinsdale
(612) 537-4534

Northern Light is published by the North Metro Development Association. Its purpose is to generate awareness of the tremendous resources and opportunities available in the suburban north metro communities.

On The Cover

NMDA unveils its association identity logo. The graphic features a rising star shining brightly over the north metro suburban areas within Anoka, Hennepin, and Ramsey counties.

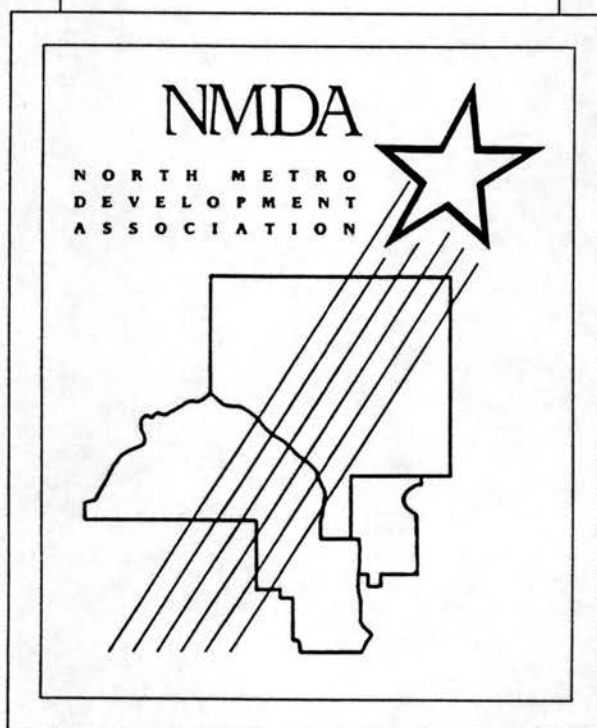


N O R T H E R N L I G H T

A PUBLICATION OF THE NORTH METRO DEVELOPMENT ASSOCIATION

SPRING 1989

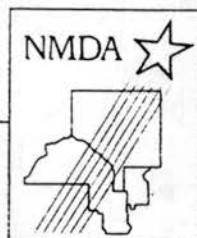
INSIDE
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ISSUE:



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Plaza*

*Legislature
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Highway
Interchange*

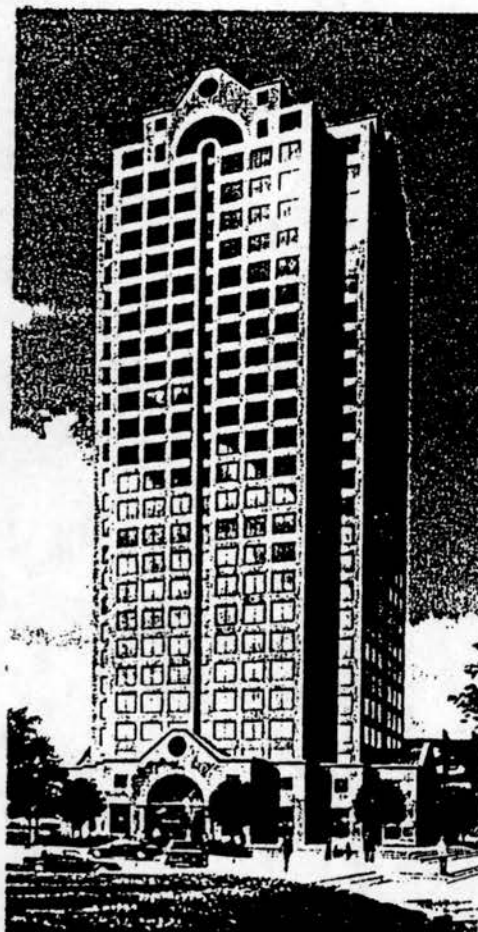


Tower Plaza Will Top The Town

Just seven months after commencing construction on Tower Plaza, workers have completed installation of structural steel all the way to the top story. The building's concrete central core has also reached its full height.

This "topping out" is a significant construction milestone, and it is occurring on schedule. The 300,000 square-foot, 16 story office tower is expected to be ready in early 1990.

Workers are now coating the steel framework with fireproofing material and completing rough-in work for the elevators.



"Inside And Outside, Tower Plaza Will Be A Landmark Complex For The Twin Cities!"

Phase One is only the beginning. At full build-out, Tower Plaza is anticipated to contain 1.1 to 1.5 million square feet of office space and a luxury hotel. Each of the buildings planned will interconnect via enclosed, heated courts containing retail and service amenities.

A planned luxury hotel, the centerpiece of the plan is anticipated to have gourmet and cafe style restaurants, a conference center with meeting rooms, a ballroom, a heated indoor pool, as well as additional features.

Tower Plaza will be lushly landscaped with an outdoor plaza and two circular courts as entrances to the towers and routes to the attached parking ramps.

Tower Plaza is a multi-use complex designed to offer the amenities enjoyed by downtown tenants, with the conveniences only a northern suburban location can provide. Tower Plaza is at the heart of the Twin Cities' business activity. Located just ten minutes north of downtown Minneapolis, Tower Plaza will be a landmark building for the Twin Cities' area!

NORTHERN MAYORS ASSOCIATION -- TIF UPDATE 4-26-89

HOUSE TAX INCREMENT PROVISIONS THAT ARE CONSIDERED
"SUBSTANTIVE" AND SHOULD BE CONSIDERED FOR STUDY DURING THE
INTERIM:

Note:

Section's 2-3-4-5-6 (Sec. A. only) are considered to be
"housekeeping" and could be supported.

SECTION 1:

This changes from parcels to AREA, the 70%,50% test.

SECTION 6, Subd.1(e)7 reduces the redevelopment
-district from 25-to 20 Years. (g) reduces the hazardous
substance subdistrict from 25-20 years.

SECTION 7.

95% Of Revenue derived from a redevelopment district must be
used to finance cost of correcting conditions that allow the
designation of the districts.

This works against Development Districts and where
recreational projects may be considered.

It is considered more liberal than current law outside of
the two items noted above.

SECTION 8.

This refers to Developer Payments. If developer payments
are excess increments, they must be distributed.

SECTION 9.

This refers to the so called "Knock Down" provisions to
exclude street improvements and utilities. This is to
block the use of TIF to avoid Special Assessments.

SECTION 10.

This refers to Payments to School Districts for Referendum
Levy. The change is that is now applies to all projects
certified before August 1, 1979.

HOUSE TAX COMMITTEE ACTION: The Committee is holding
hearings tonight, tomorrow night, Friday as long as it takes
and they intend to pass the bill out on Friday.

SENATE TAX COMMITTEE ACTION: There are no TIF provisions
expected to be in the Senate Bill. The tax bill will be
out early next week, heard and passed next week and onto the
conference committee the second week in May.

NORTHERN MAYORS ASSOCIATION

LEGISLATIVE REPORT

APRIL 26, 1989

AIRPORT:

The House Bill still has the language that calls for a two step process, ie: First the Metro Council has to make a study to determine whether not there is suitable sites within the 7 County Area for an airport. If there are none then the Council has to come back and request special action to allow them to continue the search outside of the 7 County area.

The Senate bill does allow the Council to conduct the search outside of the metro area. That accomplishes our purposes.

HIGHWAY FUNDING:

At this time, the MNVET Transfer seems is up in the air. The Senate has no increase and the House has 5% increase. The House has to cut \$85 Million and the Senate \$45 from their Transportation Budget's. So everything could change as things wind down.

- .The Senate is taking \$16 million from MNVET for the Key Bridges Program.

- .The sunset provision re MnVET still stands as there is no repealer.

- .Gas Tax Indexing has been dropped.

- .LRT Funding- No Dollars, issues discussed relate to governance -Metro Council/Counties role.

RIGHT OF WAY ACQUISITION LOAN FUND -EIS REPAYMENT:

This is moving in both the house and senate. They provide for a 40% forgiveness, but in the house the \$3 Million levy may be chopped down some in the tax committee. The bill numbers are HF 1181 and SF 1067.

MEDICAL OPPORTUNITY ZONE - COON RAPIDS

In Tax Committee of both houses as a separate bill. House may pass the bill, Senate may not get to it.

BLAINE SPORTS FACILITY

At this writing, it appears that this proposal is not included in the Senate version of the bonding bill. There is \$500,000 in the house bill.

**NORTHERN MAYORS ASSOCIATION
DIRECTORY OF COUNTIES
Revised March 6, 1989**

Anoka County

Anoka County Court House
325 East Main Street
Anoka, MN 55303
421-4760

Commissioners:

Natalie A. Haas Steffen
Robert C. Burman
Margaret Langfeld
Jim A. Kordiak
Nick Cenaiko
Paul McCarron
Dan Erhart (Chair)
Anoka County Court House
325 E. Main Street
Anoka, MN 55303
421-4760

Hennepin County

Hennepin County Government Center
300 South 6th Street
Minneapolis, MN 55487
348-3000

Commissioners:

Sam Sivanich, 348-3082
John Derus, 348-3086
Tad Jude, 348-3084
A2400 Government Center
Minneapolis, MN 55487

Ramsey County

Ramsey County Court House
15 West Kellogg
St. Paul, MN 55102
298-4012

Commissioners:

John Finley
Duane McCarty
Don Salverda
316 Courthouse
St. Paul, MN 55102
298-4145

**MET COUNCIL MEMBERS
IN NORTHERN MAYORS TERRITORY
Revised March 3, 1989**

John Evans
7531 Angeline Drive
New Hope, MN 55428
893-2444
District #10
Brooklyn Center, Brooklyn Park, Crystal,
New Hope

Mary Hauser
616 Hall Avenue
Birchwood, MN 55110
426-2732
District #7
Shoreview, Circle Pines

Ken Kunzmen
15449 South Ham Lake Drive
Ham Lake, MN 55304
786-0600
District #9
Andover, Anoka, Champlin, Dayton,
Maple Grove, Ramsey

Dottie Rietow
1317 Kilmer Avenue South
St. Louis Park, MN 55426
545-5848
District #11
Robbinsdale

Don Stein
11721 Evergreen Circle NW
Coon Rapids, MN 55433
755-3333
District #8
Blaine, Columbia Heights, Fridley
Coon Rapids, St. Louis Park

James Senden
507 17th Avenue NW
New Brighton, MN 55112
633-3934
District # 6
St. Anthony

**NORTHERN MAYORS ASSOCIATION
 DIRECTORY OF CITY MAYORS AND MANAGERS
 MARCH 29, 1989**

<u>CITY</u>	<u>CONTACT PERSON</u>	<u>MAYOR</u>	<u>LEGISLATORS</u>
Anoka	Mark Nagel City Manager 2015 1st Avenue North Anoka, MN 55303 421-6630	Mayor Stephen Halsey 1318 Norwood Lane Anoka, MN 55303 421-6630	Sen. Gene Merriam Rep. Charlie Weaver
Blaine	Don Poss City Manager 9150 Central Avenue N.E. Blaine, MN 55434 784-6700	Mayor Elwyn Tinklenberg 11348 Quincy Street N.E. Blaine, MN 55434 784-6700	Sen. Greg Dahl Sen. Don Frank Sen. Steven Novak Rep. Alice Johnson Rep. Joseph Quinn Rep. Linda Runbeck
Brooklyn Center	Jerry Splinter City Manager 6301 Shingle Creek Parkway Brooklyn Center, MN 55430 561-5440	Mayor Dean Nyquist 5637 Brooklyn Boulevard Brooklyn Center, MN 55429 561-5440	Sen. Bill Luther Rep. Phil Carruthers Rep. Linda Scheid
Brooklyn Park	Al Erickson Acting City Manager 5800 85th Avenue North Brooklyn Park, MN 55443 424-8000	Mayor James Krautkremer 6425 Shingle Creek Drive Brooklyn Park, MN 55445 424-8000	Sen. Bill Luther Sen. Pat McGowan Rep. Linda Scheid Rep. Bill Schreiber
Champlin	Kurt Ulrich Acting City Manager 12001 Jefferson Highway Champlin, MN 55316 421-8064	Mayor William G. Haas, Jr. 215 Lowell Road Champlin, MN 55316 421-8064	Sen. Gene Merriam Rep. Charlie Weaver
Columbia Heights	Robert Bocwinski City Manager 590 40th Avenue N.E. Columbia Heights, MN 55421 788-9221	Mayor Dale Hadtrath 1701 40th Avenue N.E. Columbia Heights, MN 55421 788-9221	Sen. Don Frank Rep. Wayne Simoneau
Coon Rapids	Gary Jackson City Manager 1313 Coon Rapids Boulevard Coon Rapids, MN 55433 755-2880	Mayor Robert Lewis 11920 Dogwood Street N.W. Coon Rapids, MN 55433 780-6493	Sen. Greg Dahl Sen. Gene Merriam Rep. Joel Jacobs Rep. Teresa Lynch Rep. Joe Quinn
Crystal	Jerry Dular City Manager 4141 Douglas Drive North Crystal, MN 55422 537-8421	Mayor Betty Herbes 5336 Idaho Avenue North Crystal, MN 55428 537-8421	Sen. Ember Reichgott Rep. Lyndon Carlson Rep. Ann Rest

<u>CITY</u>	<u>CONTACT PERSON</u>	<u>MAYOR</u>	<u>LEGISLATORS</u>
Dayton	Mark Sievert Administrator 16471 South Diamond Lake Road Dayton, MN 55327 427-4589	Mayor Marilyn Corcoran 13931 Vinewood Lane Dayton, MN 55327 427-4589	Sen. Gene Merriam Rep. Charlie Weaver
Fridley	William Burns City Manager 6431 University Avenue N.E. Fridley, MN 55432 571-3450	Mayor William Nee 219 Logan Parkway Fridley, MN 55432 571-3450	Sen. Don Frank Rep. Alice Johnson Rep. Wayne Simoneau
Maple Grove	Jon Elam City Manager 9401 Fernbrook Lane Maple Grove, MN 55369 420-4000	Mayor James Deane City of Maple Grove 9401 Fernbrook Lane Maple Grove, MN 55369 420-4000	Sen. Pat McGowan Rep. Warren Limmer Rep. Bill Schreiber
Minneapolis	Bill Barnhart Govt. Rel. Rep. City Hall, Room 325M 350 South 5th Street Minneapolis, MN 55415 348-6534	Mayor Donald Fraser City of Minneapolis President, City Council - Alice Rainville City Hall 350 South 5th Street Minneapolis, MN 55415 348-2100	Sen. Carl Kroening Sen. Lawrence Pogemiller Rep. "Jeff" Jefferson Rep. Phyllis Kahn Rep. James Rice Rep. John Sarna
New Brighton	David Childs City Manager 803 5th Avenue N.W. New Brighton, MN 55112 633-1533	Mayor Robert Benke 679 Continental Drive New Brighton, MN 55112 633-1533	Sen. Steve Novak Rep. Dick Pellow
New Hope	Dan Donahue City Manager 4401 Xylon Avenue North New Hope, MN 55428 533-1521	Mayor Edward Erickson 8216 49th Avenue North New Hope, MN 55428 533-1521	Sen. Bill Luther Sen. Ember Reichgott Rep. Ann Rest Rep. Linda Scheid
Ramsey	David Hartley Administrator 15153 Nowthen Boulevard N.W. Ramsey, MN 55303 427-1410	Mayor Gary Reimann 18008 Waco Street N.W. Ramsey, MN 55303 427-1410	Sen. Greg Dahl Rep. Teresa Lynch
Robbinsdale	Walt Fehst City Manager 4221 Lake Road Robbinsdale, MN 55422 537-4534	Mayor Joy Robb 4221 Lake Road Robbinsdale, MN 55422 537-4534	Sen. Ember Reichgott Rep. Lyndon Carlson

CITY

Spring Lake
Park

CONTACT PERSON

Donald Busch
City Manager
1301 81st Avenue N.E.
Spring Lake Park, MN 55432
784-6491

MAYOR

Mayor Don Masterson
809 Ballentyne Lane
Spring Lake Park, MN 55432
784-6491

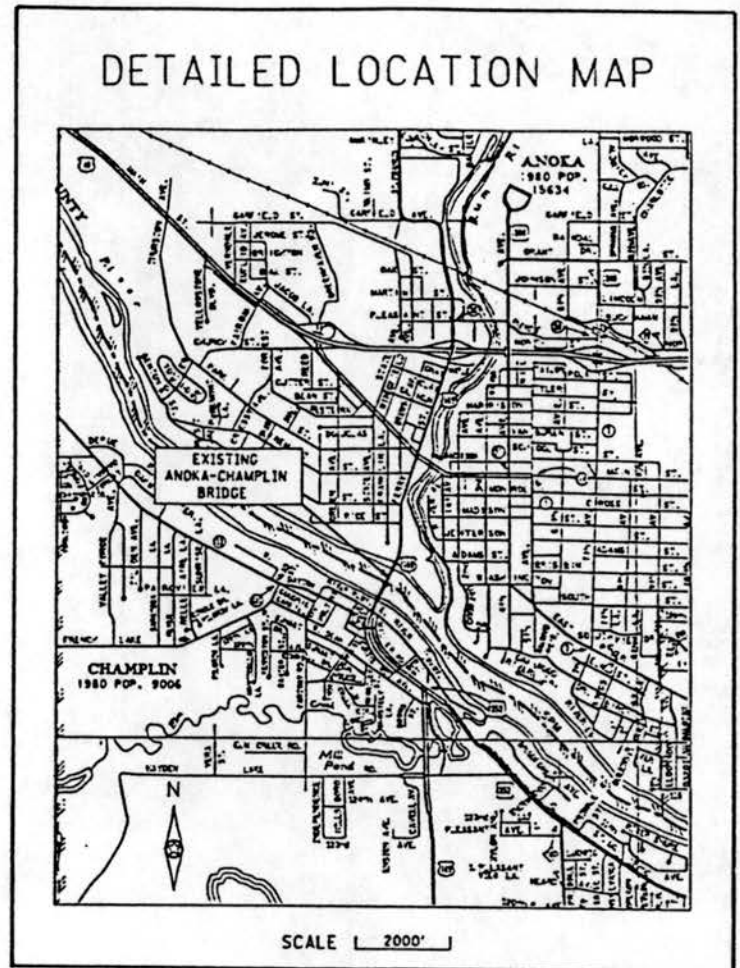
LEGISLATORS

Sen. Don Frank
Rep. Alice Johnson

Anoka-Champlin

Bridge Project

TH 169 over the Mississippi River



Project: T.H. 169
Anoka Champlin Bridge

Status: The consulting firm of Howard, Needles, Tammen & Bergendoff has been retained to perform preliminary engineering. They are currently working on environmental documentation and geometric layouts.

Alternatives: There are four alternatives currently under study for the project development process.

Alternate 1 - The center of the bridge stays approximately the same place. This can be done in two ways: A) Rehabilitate and widen the existing bridge, estimated cost of \$8,500,000 or B) Remove and replace the existing bridge, estimated cost of \$5,750,000. Both A & B require a temporary bridge to carry traffic during construction.

Alternate 2 - Build a new bridge downstream from the existing bridge. This can be done either A) entirely on a new alignment or B) build $\frac{1}{2}$ of the new structure downstream, remove the existing structure, then complete the new structure. Alternate 2A requires more permanent right-of-way. Alternate 2B costs more due to staged construction. Estimate cost of Alternate 2 is \$5,500,000.

Alternate 3 -. Continue north from the junction of T.H. 169 and T.H. 252 to the river. Build a bridge from there curving to the west to the existing alignment of Ferry Street. Estimated cost of \$8,000,000.

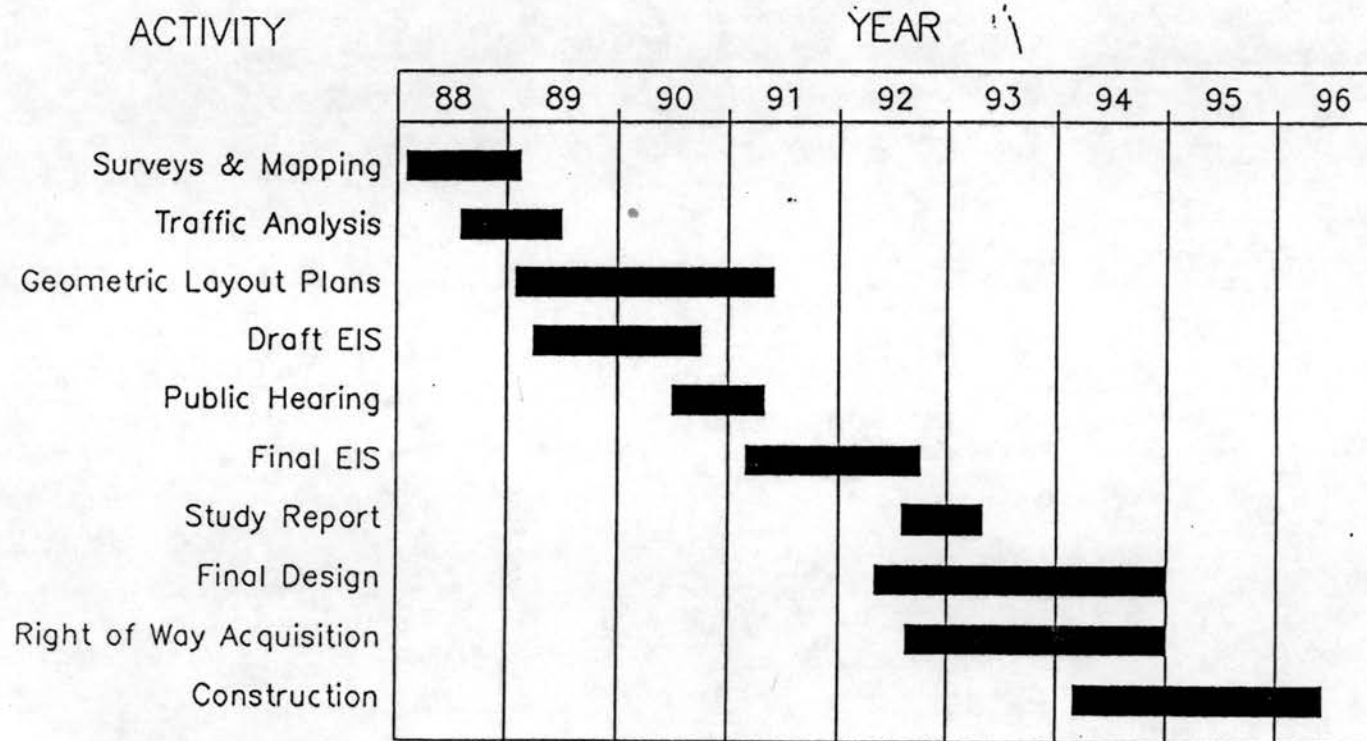
Alternate 4 - No-Build. Leave bridge in existing condition.

All alternatives must be carried through the project development process to satisfy Federal environmental documentation requirements. Alternate 2 has been selected as preferred by the Cities of Champlin and Anoka. The three new alternates are proposed as four lane bridges with shoulders and sidewalks.

Since the bridge is on the National Register of Historic places, special documentation will be required if the existing bridge is to be removed. This documentation greatly lengthens the project development process as required by Federal procedures.

Schedule: This project is currently scheduled for a January 1991 letting. This date may be optimistic due to the length of time required for the project development process. Federal Bridge Replacement funds will be used.

TH 100 - 29TH AVE. N. TO 39TH AVE. N. GOLDEN VALLEY, CRYSTAL, AND ROBBINSDALE PROJECT DEVELOPMENT SCHEDULE



The project focal point is to provide an interchange at 36th Ave. N.
The project development process is in its early stages. The early estimated cost of construction is \$7.0 million dollars with funding provided by the Federal Aid Urban (FAU) program which administered through the Metropolitan Council.

Another project on T.H. 100 is the Broadway Bridge replacement in 1991.

NEW TH10 FACT SHEET

January 18, 1989

History

February, 1979 - Draft Environmental Impact Statement circulated
June, 1979 - First informational meeting and location hearing
October, 1986 - Second informational meeting and location hearing
March, 1987 - Final Environmental Impact Statement approval
Spring, 1988 - Stage I construction begins
Fall, 1988 - Stage I completed

What needs to be completed

Revision of Stage II layout	- Spring, 1989
Hold public informational meetings	- Spring, 1989
Receive Indirect Source Permit	- Fall, 1989
Complete Stage II noise and air analysis	- Fall, 1989
Stage II Study Report	- Fall, 1989

Next Steps

Stage II of new TH10 has been broken into four contracts for construction staging. The first two construction stages of new TH10 are in our 1992-1993 construction program. It is anticipated that construction stages III and IV will follow in 1994 and 1995. Each construction stage will be approximately a 15 million dollar contract.

In order to begin construction on the first contract in Spring, 1992 the following schedule will be necessary:

Determine construction limits	- Fall/Winter, 1989
Complete road plans	- Summer, 1990
Complete Right of Way Acquisition	- Summer, 1991
Let first contract	- Fall, 1991
Begin Construction	- Spring, 1992

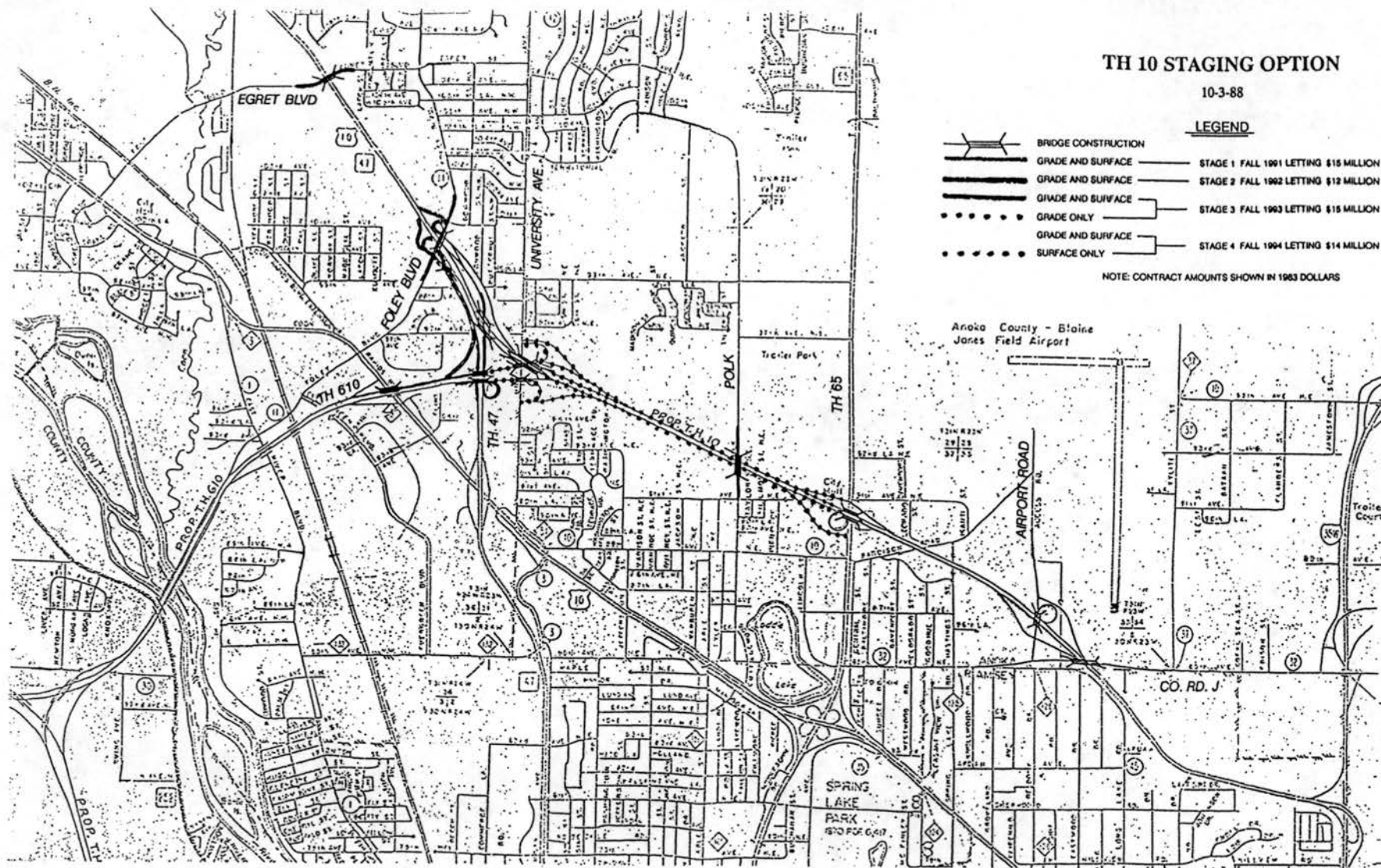
TH 10 STAGING OPTION

10-3-88

LEGEND

	BRIDGE CONSTRUCTION	STAGE 1 FALL 1991 LETTING \$15 MILLION
	GRADE AND SURFACE	STAGE 2 FALL 1992 LETTING \$12 MILLION
	GRADE AND SURFACE	STAGE 3 FALL 1993 LETTING \$15 MILLION
	GRADE ONLY	STAGE 4 FALL 1994 LETTING \$14 MILLION
	GRADE AND SURFACE	
	SURFACE ONLY	

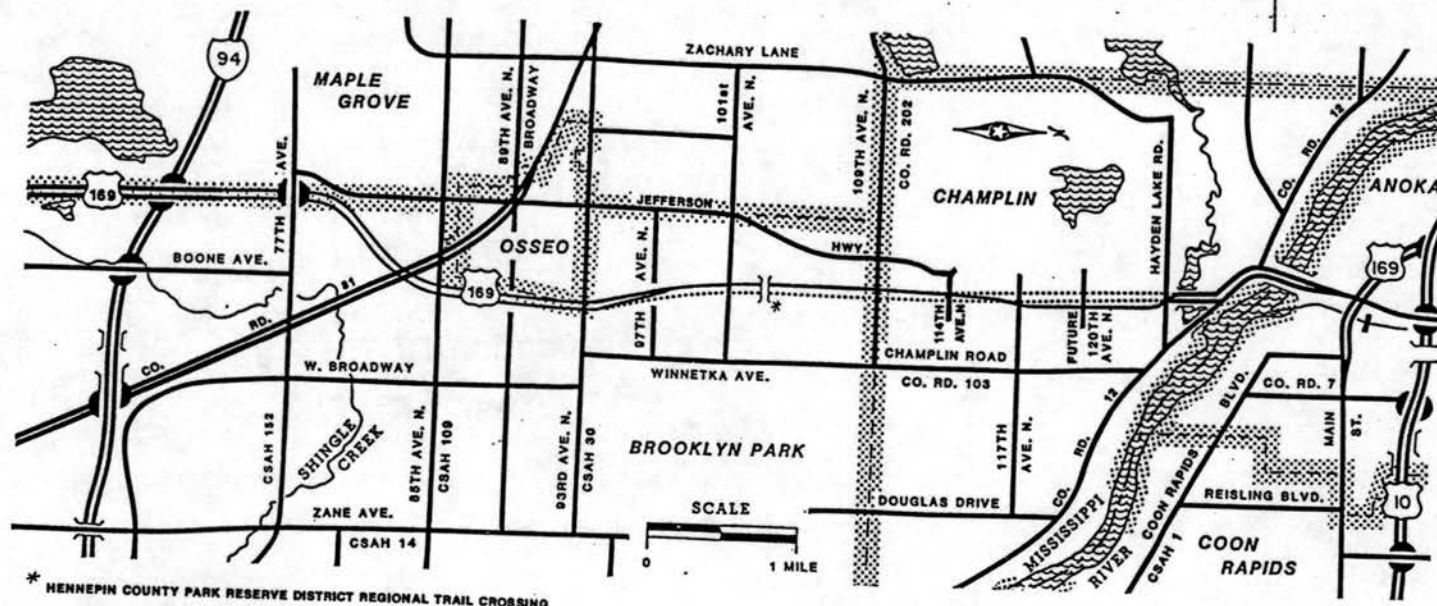
NOTE: CONTRACT AMOUNTS SHOWN IN 1993 DOLLARS



S.P. 2750-27

Relocation Of T.H. 169
Near Osseo





STAGE CONSTRUCTION

STAGES I & II	—————	Complete and open to traffic
STAGE III	November, 1991 Letting

PROJECT DESCRIPTION

Relocated TH 169 begins in Brooklyn Park approximately 0.6 mile south of 85th Avenue North (CSAH 109) and relocates TH 169 easterly near the Osseo-Brooklyn Park city boundary. Relocated TH 169 then extends northward to approximately 0.08 mile north of Hayden Lake Road in Champlin where it connects with the in-place four lane divided section of TH 169.

Access to and from relocated TH 169 will be provided by at grade intersections at in-place TH 152-169 and new CSAH 18, 85th Avenue North (CSAH 109), 93rd Avenue North (CSAH 30), 101st Avenue North, 109th Avenue North, In-place TH 169 (near 114th Avenue North), 117th Avenue North, future 120th Avenue North, and Hayden Lake Road. Broadway (89th Avenue North) and 97th Avenue North will be closed at relocated TH 169.

STAGE CONSTRUCTION

- Stage I** - Included construction of a four lane divided expressway from Jct. CSAH 81 (Old T.H. 169) to 93rd Avenue North (CSAH 30). A contract was let May 25, 1984. Park Construction Co. of Minneapolis was low bidder at \$2,853,389.70. Work began July 16, 1984 and the roadway was opened to traffic on July 25, 1985.
- Stage II** - Included construction of the two lane highway on a new location. It began at the north end of Stage I (near 93rd Ave. N.) and extended northward to connect into the existing highway just south of 117th Avenue. N. A contract was let April 26, 1985. Richard Knutson, Inc. was low bidder at \$2,050,961. Work began June 10, 1985 and the new roadway was opened to traffic on June 18, 1986.
- Stage III** - Proposes construction of the remainder of the project which includes construction of two additional lanes from the north end of Stage I to just south of 117th Avenue North and a four lane divided highway north of Hayden Lake Road. This portion of the project is presently programmed for a November 1991 letting with construction beginning in 1992.

Date: April 18, 1989

Immediately

To be Released:

RAMP FROM UNIVERSITY AVENUE TO WESTBOUND I-694 TO CLOSE APRIL 24

On April 24, the Minnesota Department of Transportation will close the ramp from University Avenue (Highway 47) to westbound I-694. The ramp provides access from both northbound and southbound University Avenue to westbound I-694. It will be closed for 8 to 10 weeks to pave the new westbound lanes of I-694 from University Avenue to the Mississippi River. The ramp will also be reconstructed at this time.

A signed alternate route will direct traffic north on University Avenue to Mississippi Street, west on Mississippi Street to East River Road and south on East River Road to I-694 where westbound access is possible via the north loop.

I-694 carries more than 97,000 cars each day on the stretch between University Avenue and East River Road. University Ave. carries about 37,000 cars each day near the intersection with I-694.

I-694 has the second highest accident rate for Twin Cities highways. The Department of Transportation would like to remind motorists to use extra caution while driving through construction zones. Careful observation of cones, posted speed limits and other signs will help keep both construction workers and motorists safe.

#

For more information contact:

Marsha Storck
Public Affairs
593-8432

Dave Miller
Resident Engineer
493-5166

Tom Ravn
Project Manager
493-5166

Mn/DOT News



Date: April 18, 1989

To be Released: IMMEDIATELY

CONSTRUCTION BEGINS APRIL 24 ON I-694 FROM CENTRAL AVENUE/HIGHWAY 65 TO LONG LAKE ROAD IN FRIDLEY/NEW BRIGHTON FOR I-694 FIXUP

Construction begins April 24 in Fridley and New Brighton on the seventh stage of the eight-stage, five-year reconstruction of I-694 by the Minnesota Department of Transportation.

Starting at 9:00 AM Monday, construction crews will begin to reinforce shoulders on I-694 from Central Avenue/Highway 65 to Long Lake Road in Fridley. The reinforced shoulders will be used as bypasses to carry traffic while crews work on constructing additional through lanes in the median.

Later this summer, traffic will switch to the inside lanes while crews rebuild the outside lanes and build additional auxiliary, exit/entry lanes. All lanes should be open to traffic in late November, 1989, weather permitting.

Traffic will be reduced to one lane in each direction outside of rush hours (6-9 AM and 3-6 PM). Penalties for rush hour lane closures by the contractor are higher than usual at \$1,000/hour.

"That's to to ensure that two lanes in each direction are available for rush hour," said Tom Ravn, project engineer.

Time lines are very tight on the job. The contractors may work up to six 12-hour days a week, including nightwork. Additional temporary lighting will be installed to reduce the potential for traffic accidents.

All ramps and loops on this stretch will close for periods of two-ten weeks at various times except for the ramps to Silver Lake Road. This particular portion of I-694 carries about 90,000 cars a day. Central Avenue at the I-694 interchange carries an additional 35,000 cars a day. Motorists should be aware that Ramsey County will work on Long Lake Road later this summer.

For more information, contact:

Dave Miller
Resident Engineer
493-5166

Tom Ravn
Project Engineer
493-5166

Marsha Storck
Media Relations
Coordinator
593-8432

Date:

April 18, 1989

To be Released: IMMEDIATELY

CONSTRUCTION BEGINS WEDNESDAY ON I-94/I-694 FROM HIGHWAY 252 TO NEW COUNTY ROAD 81/OLD HIGHWAY 169 IN BROOKLYN CENTER/BROOKLYN PARK FOR I-694 FIXUP

Xerxes Avenue Bridge Closes May 1-October 31

Another portion of I-694 will undergo construction and severe traffic delays as the Minnesota Department of Transportation begins the sixth stage of a eight-stage, five-year reconstruction of I-694.

Beginning Wednesday, August 19, crews will start temporary, non-rush hour lane closures as they build up shoulders on both eastbound and westbound I-694 between Highway 252 and New County Road 81/Old Highway 169 in Brooklyn Park/Brooklyn Center.

Once the shoulders are built, traffic will switch over to the shoulders and outside lanes while construction begins in the median and inside lanes. After the inside lanes are rebuilt, traffic will switch to the inside lanes while crews work on the outside lanes.

Crews will work long hours, including some nights, but will keep all lanes of traffic open during morning and evening rush hours (6-9 AM and 3-6 PM) for most of the project. An exception will occur in mid-summer, when round-the-clock lane closures will be needed for a two to three week period.

The Xerxes Avenue bridge across I-694 will close to traffic on or about May 1 and will reopen in late October. The bridge will be reconstructed to provide more room underneath the bridge for extra lanes. The bridge itself will be widened, with shoulders and sidewalks added.

Later this summer, the Shingle Creek Parkway exit to eastbound I-94 and the entrance from eastbound I-94 to Shingle Creek Parkway will close for three to six weeks. However, "We won't close the loop from I-94 to Shingle Creek Parkway until we've completed the loop from I-694 to northbound TH 252," said Bob Kozel, project engineer.

Stage six of the I-694 Fixup is scheduled to finish in June, 1990, "but things look fairly good at this point for finishing earlier than that, if the weather holds up," said Kozel.

This particular stretch of I-694 carries 112,700 cars a day - one of the heaviest traveled freeway stretches in the Twin Cities. Lanes will be narrower than usual during construction, and the public is asked to be careful and alert when driving through the construction zones to protect themselves and the workers.

For more information, contact:

Dave Miller
Resident Engineer
493-5166

Bob Kozel
Project Engineer
493-5166

Marsha Storck
Media Relations
Coordinator
593-8432



CITY of CRYSTAL

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

ADMINISTRATIVE OFFICE

April 24, 1989

Mr. E. J. Capistrant
Allied Blacktop Company
10503 - 89th Avenue North
Maple Grove, MN 55369

Dear Mr. Capistrant:

Crystal is experiencing significant difficulty with the seal coat program performed by Allied in 1988. Complaints regarding aggregate stripping have been received on a continual basis since the snow melt.

Your review of the situation and comments on the cause and potential remedy of this stripping is requested. Several of the most serious locations are listed below to assist with your field review:

- 1) Welcome Ave. (54th Ave. south to cul-de-sac)
- 2) Wilshire Blvd. (Vera Cruz Ave. to Unity Ave.)
- 3) Twin Lake Terrace (Orchard Ave. to cul-de-sac)
- 4) 53rd Ave. (Quail Ave. east to 54th Ave. includes Perry Ave.)
- 5) Toledo Ave. (49th Ave. to Corvallis Ave.)
- 6) Quail Ave. (Corvallis Ave. to 51st Ave.)
- 7) Quail Ave. (49th Ave. to Fairview Ave.)
- 8) Regent Ave. (47th Ave. to Lakeside Ave.)
- 9) Orchard Ave. (N. of 47th Ave. at cul-de-sac)
- 10) 47th Ave. (Perry Ave. to Orchard Ave.)
- 11) Orchard Ave. (47th Ave. north to cul-de-sac)

I am aware of your cooperation in working with Crystal in the past and look forward to working with Allied to resolve

Mr. E. J. Capistrant
April 24, 1989
Page 2

this situation as quickly as possible. I suggest we meet to discuss this matter in further detail following your field check.

Sincerely,

William Monk
City Engineer

WM:jrs



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

ADMINISTRATIVE OFFICE

April 24, 1989

Mr. Vaughn Veit
Veit & Company Inc.
14000 Veit Place
Rogers, MN 55374

Dear Mr. Veit:

In reviewing your request for additional compensation on the Memory Lane Pond dredging project as relates to the delay encountered in issuance of the DNR grading permit, I believe it is important to restate the following "changes" in the project approved by the City in an effort to offset the late start even though the permit issuance was beyond the City's control:

- 1) Crystal personnel and equipment were used to perform de-watering operations.
- 2) This office approved your request to mine the underlying sand based on statements that the black dirt could not be marketed.
- 3) Placement of excavated material in backyards and construction of a berm was approved to reduce the amount of total yards removed from the site.
- 4) The completion date was extended to meet your schedule.

Although Crystal was involved in approving the items listed above, the City never directly involved itself in the actual excavation operation since the project was being constructed under contract. If the City had been aware, however, that the project would revert to a day labor approach, this office would undoubtedly have proceeded differently in a number of instances.

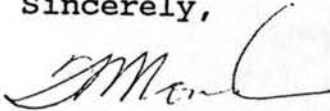
Mr. Vaughn Veit
April 24, 1989
Page 2

With 90% of the work complete, I am not in a position to process a claim for \$80,000 to \$90,000 in additional compensation for a \$63,000 project on which the City did not achieve several of its design objectives. The dollar amount involved also makes it questionable whether any compromise settlement would be acceptable at this point unless you were to significantly reduce your claim.

I am reluctant to take this position as Crystal's working relationship with Veit and Company has been excellent over the years. However, based on the items listed above along with the findings of the City Attorney regarding the contract specifications, I feel I am not in a position to administratively process your claim.

If this position affects the completion of the project, please let me know as soon as possible. Also, should you wish to discuss this matter in further detail, I am prepared to meet as convenient.

Sincerely,



William Monk
City Engineer

WM:jrs

cc: Jerry Dulgar, City Manager
Dave Kennedy, City Attorney



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

ADMINISTRATIVE OFFICE

April 25, 1989

Mr. Charles Rich
BRW, Inc.
700 Third Street South
Minneapolis, MN 55415

Dear Mr. Rich:

Crystal hereby approves the plans for reconstruction of the Becker Park tennis courts as prepared by your office as well as the proposal from Action Enterprises to complete the work. Further, the work items included in your letter of April 24 are consistent with our recent meeting.

At this point I request only that you keep me apprised of the project starting date.

Sincerely,

William Monk
City Engineer

WM:jrs

cc: Ed Brandeen
Dan Smith



PLANNING
TRANSPORTATION
ENGINEERING
URBAN DESIGN

BRW, INC. • THRESHER SQUARE • 700 THIRD STREET SOUTH • MINNEAPOLIS, MINNESOTA 55415 • PHONE: 612/370-0700 FAX: 612/370-1378

April 24, 1989

Mr. William Monk
City Engineer
City of Crystal
4141 Douglas Drive North
Crystal, MN 55422

Dear Mr. Monk:

Attached for your approval is a quotation from Action Enterprises for the reconstruction of the Becker Park Tennis Courts. As per our conversation of April 21, 1989, the contractor will be required to meet the following additional requirements:

- 1) Construction will take place between April 27, 1989, and June 5, 1989, and the courts will be signed to indicate the closing dates.
- 2) Fence reconstruction will proceed immediately following the replacement of the bituminous surface to secure the area.
- 3) Measures will be taken to protect curb and gutter, sidewalk and landscaping. Any of these materials damaged during construction shall be replaced with in kind materials at the contractor's expense.
- 4) Level Master and Court Master products will be substituted for Laykold products. All other original construction specifications will be adhered to.

Please note that the cost of the court surfaces is \$4,575.00. Under the terms of the settlement agreement for the court reconstruction, the City of Crystal has agreed to pay \$4,500.00 for the new court surface. Payment of that amount will be due upon your acceptance of the work.

Sincerely,

BRW, INC.

Charles Rich

CR/sk
Attachment

AN AFFILIATE OF THE BENNETT, RINGROSE, WOLSFELD, JARVIS, GARDNER, INC. GROUP

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	RICHARD D. PILGRIM	DALE N. BECKMANN	DENNIS J. SUTLIFF	JEFFREY L. BENSON	RALPH C. BLUM	DAVID L. GRAHAM

MINNEAPOLIS

DENVER

PHOENIX

TUCSON

ST. PETERSBURG



SPECIALTY CONSTRUCTION
ASPHALT PAVING
SPORTS SURFACING
JOINT RESTORATION
COATINGS

April 11, 1989

Mr. Charles Rich
BRW, Inc.
Thresher Sq, 700 Third Street S.
Minneapolis, MN 55415

Dear Charles:

We are quoting a price of \$33,400.00 for reconstructing the tennis courts at Becker Park in the City of Crystal. All work will be done according to plans and specifications prepared by BRW, Inc. This would include the following work:

<u>Fence Work</u>	\$2,850.00
Remove fabric as needed on South side of courts and salvage.	
Remove concrete maintenance curb and line posts on South side as needed for construction.	
Set new line posts as needed on South side.	
Install new concrete maintenance curb as needed on South side.	

<u>Asphalt Work</u>	\$25,975.00
Saw cut West edge of court next to basketball court.	
Remove asphalt from existing tennis courts.	
Add gravel base as needed and regrade & compact base.	
Install 2½" thick MNDOT #2331 Base Course.	
Install 1" thick MNDOT #2341 Wear Course.	

<u>Color Coat & Line Stripe</u>	\$4,575.00
Clean court surface.	
Flood the surface to locate areas holding water.	
Patch depressions.	
Apply 2 coats LevelMaster asphalt emulsion tennis court filler.	
Apply 2 coats CourtMaster acrylic tennis court color.	
Line stripe to USTA specifications.	

NOTE: LevelMaster and CourtMaster are products of Wikel Manufacturing Co. Sandusky, Ohio.

All work would be done to U. S. Tennis Court and Track Builders Association specifications.

I am enclosing with this proposal, a short company profile on Action Enterprises, Inc. and product brochure on Wikel. Also enclosed is a brief listing of several tennis projects that we have constructed.

GREEN BAY OFFICE
Drawer 10, Suamico, WI 54173
(414) 434-0661, FAX (414) 434-2915

MINNEAPOLIS OFFICE
P.O. Box D, Rosemount, MN 55068
(612) 423-5555, FAX (612) 423-5558

BILLINGS OFFICE
490 North 31st St., Suite 106, Billings, MT 59101
(406) 245-5002, FAX (406) 252-2133

PARK AND RECREATION ADVISORY COMMISSION

Agenda

May 3, 1989

1. Call meeting to order 7:00 p.m.
2. Approval of minutes
3. Review monthly report
4. Hear Bill Monk, City Engineer re: Yunker Park
5. Meet in committees
6. Review Frolics Committee meeting - Liz
7. Review Long Range Planning Commission - Mark
8. Discuss Flower Planting Contest
9. Review sketches of park identification signs
10. Review play equipment bids and recommendations
11. Review increase in swimming pool fees for 1990
12. Recommendation on construction of dugout for Little League fields
13. Other business -
 - a. Council action on third gym
 - b. Council action on dedication ordinance
 - c. Rugged Man appearance at Becker Park on May 16
 - d. Set date for park tour
 - e. Board & Commission teleconference workshop (encl)
 - f. Other
14. Adjournment

DUE DATE: NOON, WEDNESDAY, April 26, 1989

MEMO TO: Jerry Dular, City Manager

MEMO FROM: John A. Olson, Assistant City Manager

ACTION NEEDED MEMO: From the April 18, 1989 Council Meeting

The items listed below are the actions requested by the City Council at their regular Council meeting of April 18, 1989. These items should be taken care of by noon, Wednesday, preceding the next regularly scheduled Council meeting and returned to the Assistant City Manager for his review.

DEPARTMENT ITEM

CONSENT AGENDA

PUBLIC WORKS
DIRECTOR

1. Public hearing to consider variance at Calibre Chase, 6315 - 55th Avenue North.
ACTION NEEDED: Publish notice and notify affected property owner.
ACTION TAKEN: Notices mailed.

PUBLIC WORKS
DIRECTOR

2. Public hearing to consider easement vacation at 6619 - 31st Avenue North.
ACTION NEEDED: Publish notice and notify affected property owners.
ACTION TAKEN: Notice published.

BUILDING
INSPECTOR

3. Public hearing to consider variances at 4500 Adair Avenue North.
ACTION NEEDED: Publish notice and send out notices to affected property owners.
ACTION TAKEN: Public notices sent.

BUILDING
INSPECTOR

4. Public hearing to consider request for variances at 4313 Florida.
ACTION NEEDED: Publish notice and notify affected property owners.
ACTION TAKEN: Public notices sent.

BUILDING
INSPECTOR

5. Public hearing to consider request for variances at 6712 Valley Place.
ACTION NEEDED: Publish notice and notify affected property owners.
ACTION TAKEN: Public notices sent.

BUILDING
INSPECTOR

6. Public hearing to consider request for variances at 4702 Douglas Drive.
ACTION NEEDED: Publish notice and notify affected property owners.
ACTION TAKEN: Public notices sent.

CITY CLERK

7. Consideration of a one-day off-site gambling application from the Knights of Columbus for July 30, 1989.
ACTION NEEDED: Proceed as authorized from Council.
ACTION TAKEN: Applicant notified.

CITY CLERK

8. Consideration of a charitable gambling license renewal application for Cystic Fibrosis Foundation at Nicklows.
ACTION NEEDED: Note approval by Council in files.
ACTION TAKEN: Noted.

HEALTH
DEPARTMENT

9. Consideration of an itinerant food establishment license at the Paddock Bar.
ACTION NEEDED: Notify applicant of Council approval after the fact.
ACTION TAKEN: License typed and mailed 4-19-89.

CITY CLERK

10. Consideration of a request from the Lions Club of Crystal to sell 3.2 beer at the Fireman's Open House on May 20, 1989.
ACTION NEEDED: Notify Lions Club of Council approval.
ACTION TAKEN: License issued.

BUILDING
INSPECTOR

11. Consideration of three temporary signs for Crystal Bicycle Auction.
ACTION NEEDED: Sign permits approved; erect signs.
ACTION TAKEN: Permit fee waived, signs have been erected and removed.

PUBLIC HEARINGS

PUBLIC WORKS
DIRECTOR

1. Public hearing to consider curb and gutter improvements on Vera Cruz, 57th, Welcome, and Xenia Avenues north of Bass Lake Road.
ACTION NEEDED: Project tonight as presented Council requests feasibility report on smaller project.
ACTION TAKEN: Project denied, no further action to be taken other than routine maintenance.

REGULAR AGENDABUILDING
INSPECTOR

1. Consideration of a request for a building permit for an airplane hangar at the Crystal Airport, Lot 9B.
ACTION NEEDED: Notify applicant of Council approval.
ACTION TAKEN: Permit issued.

BUILDING
INSPECTOR

2. Consideration of building permit to build an addition to the existing airplane hangar on Lot 21A-2, Crystal Airport.
ACTION NEEDED: Notify applicant of Council approval.
ACTION TAKEN: Applicant present.

BUILDING
INSPECTOR

3. Consideration of request for building permit at Kentucky Fried Chicken, 6817 - 56th Avenue North.
ACTION NEEDED: Notify applicant of Council approval.
ACTION TAKEN: Applicant was present; updated plans will be submitted.

PARK & RECREATION
DIRECTOR

4. Consideration of a request to include architect's fee and the addition of a third gym to the community center construction budget.
ACTION NEEDED: Authorization approved; proceed to add cost of architect's fee and add third gym in the building specs as a deduct alternate.
ACTION TAKEN: Architect notified 4-19-89.

PUBLIC WORKS
DIRECTOR

5. Consideration of a request for lot split as requested at 4166 Hampshire Avenue by Victor Hanks.
ACTION NEEDED: Notify applicant of Council approval.
ACTION TAKEN: Lot split process in progress; applicant notified.

PUBLIC WORKS
DIRECTOR

6. Consideration of a conditional use permit request at 5612 Corvallis Avenue
ACTION NEEDED: Notify applicant of Council approval.
ACTION TAKEN: Applicant notified.

PUBLIC WORKS
DIRECTOR

7. Consideration of a request to amend the zoning ordinance concerning lot area.
ACTION NEEDED: Request denied by Council; no further action needed.
ACTION TAKEN: Applicant notified of denial.

PUBLIC WORKS
DIRECTOR

8. Consideration of an ordinance amendment regarding elderly housing.
ACTION NEEDED: Ordinance denied; item referred back to Planning Commission.
ACTION TAKEN: Referred to Planning Commission; applicant notified.

PUBLIC WORKS
DIRECTOR

9. Consideration of a resolution of findings for Light Rail Transit preliminary design in the Northwest Corridor.
ACTION NEEDED: Notify Hennepin County of Council approval of resolution.
ACTION TAKEN: Resolution of plannings forwarded to HCRRA.

PUBLIC WORKS
DIRECTOR

10. Consideration of a request for reconsideration of Proffesors Addition preliminary plat.
ACTION NEEDED: Council approved reconsideration; place on next Council agenda and notify affected property owners.
ACTION TAKEN: Property owners in the area notified of reconsideration.

PUBLIC WORKS
DIRECTOR

11. Consideration of project authorization for slope stabilization on Bassett Creek at Brunswick Avenue crossing.
ACTION NEEDED: Proceed as authorized by Council to use funds for slope stabilization.
ACTION TAKEN: Consultant authorized to proceed with design.

PUBLIC WORKS
DIRECTOR

12. Consideration of acceptance of feasibility report for curb and gutter improvements on Brunswick Avenue between 46th and 47th Avenues.
ACTION NEEDED: Feasibility report accepted; public hearing to be held in May.
ACTION TAKEN: Set for May 2 meeting.

PUBLIC WORKS
DIRECTOR

13. Consideration of acceptance of feasibility report for alley improvements west of Welcome Avenue between 38th and 39th Avenues.
ACTION NEEDED: Feasibility report accepted; public hearing to be held in May.
ACTION TAKEN: Set for May 2 meeting.

ADMINISTRATIVE
SECRETARY

14. Consideration of First Reading of an Amendment to Ordinance to include garage sales as an accessory use in residential districts.
ACTION NEEDED: Place item on May 2 Council agenda.
ACTION TAKEN: Item placed on May 2 Council agenda.

CITY CLERK

15. Consideration of Second Reading of an Ordinance relating to Park Dedication.
ACTION NEEDED: Publish ordinance.
ACTION TAKEN: Sent for publishing 4-19-89.

CITY CLERK

16. Consideration of Second Reading of an Ordinance regarding refuse hauling districts.
ACTION NEEDED: Publish ordinance.
ACTION TAKEN: Sent for publishing 4-19-89.

RECYCLING
COORDINATOR

ACTION NEEDED: Notify Hennepin Recycling Group of Council's approval of ordinance.
ACTION TAKEN: HRG was notified at 4-20-89 meeting and HRG administrator was given copy of ordinance.

CITY MANAGER

17. Consideration of City's membership in the Municipal Amicus Program (MAP) through the League of Minnesota Cities.
ACTION NEEDED: Notify League of Cities of Council approval of participation.
ACTION TAKEN: Letter sent with dues 4-21-89.

CITY MANAGER

18. Discussion of the City owned property at 4836 Douglas Drive.
ACTION NEEDED: Council authorizing soliciting of bids for demolition; proceed to receive written proposals.
ACTION TAKEN:

CITY MANAGER

19. Consideration of a Fiscal Disparities legislation resolution.
ACTION NEEDED: Forward copy of Council action to local legislators.
ACTION TAKEN: Sent letter and copy of resolution 4-19-89.

PUBLIC WORKS
DIRECTOR

20. Consideration of award of bid for 1989 maintenance materials.
ACTION NEEDED: Bid awarded; proceed as authorized.
ACTION TAKEN: Contract being executed.

CITY CLERK

21. Consideration of changes in upcoming Council meetings.
ACTION NEEDED: Notify newspapers and post the changes of May 16 meeting to 8 p.m., the June 6 meeting to June 5, and July 4 to July 5.
ACTION TAKEN: Notice sent to Post News (legals) and posted on bulletin board 4-20-89.

CITY CLERK

22. Consideration of the auctioneer's license for the Crystal Bike Auction.
ACTION NEEDED: Issue license.
ACTION TAKEN: License issued.

ADMINISTRATIVE
SECRETARY

23. Consideration of an easement on Angeline Avenue.
ACTION NEEDED: Place item on May 2 Council agenda.
ACTION TAKEN: Item placed on May 2 Council agenda.

PUBLIC WORKS
DIRECTOR

ACTION NEEDED: Notify affected property owners regarding easement.
ACTION TAKEN: Publish notice.

CITY CLERK

24. Licenses.
ACTION NEEDED: Issue licenses.
ACTION TAKEN: Licenses issued.

Action Alert


from the
League of Minnesota Cities



183 University Ave. E., St. Paul, MN 55101-2526

(612) 227-5600

May 1, 1989

TO: Mayors, Managers, Clerks
FROM: Donald A. Slater, Executive Director 
RE: Levy Limits Proposed by Tax Bills--
Cities Need to Contact Legislators

Both House and Senate tax bills (H.F. 1734 and S.F. 473) propose a severe tightening of levy limits for Pay 1990. Both bills impose a strict three percent limit for next year. The Senate bill would impose such limits on all cities, including small cities with populations under 2,500. Population/household adjustments are also restricted under both bills. A summary of levy limit provisions is provided below.

Cities should immediately contact their legislators about proposed levy limits. Cities should provide legislators with examples of how the proposed levy limits will result in cutbacks in city services, programs and number of employees. Copies of any correspondence should also be sent to tax conferees (list attached). The tax bills are expected to be considered this week on the House and Senate floors. Conference action will begin next week.

The League is opposing this tightening of levy limits because it will pose financial problems for many cities. The three percent adjustment is well below the inflation rate. Stringent limits are being imposed at a time when cities are struggling with the high costs of mandates --particularly comparable worth and binding arbitration.

Three Percent Levy Limit

Both House and Senate bills impose a three percent levy limit for Pay 1990. For larger cities with populations over 2,500, the three percent increase will be applied to the Pay 1989 levy limit base (rather than the actual levy for Pay 1989). Under the Senate bill, small cities must use actual levies for Pay 1989 as the levy limit base for Pay 1990.

Under the House bill, cities with reserve appeals for Pay 1989 and 1990 must use a different levy limit base (see previous Action

Alert, 4/27/89). Under the Senate bill, cities which included special levies (for debt, and pension costs) in their general levy for Pay 1989 are required to remove those special levies from their levy limit bases in determining their Pay 1990 levy limit bases.

Household/Population Adjustment Cut

The Senate bill limits the population/household adjustment to one-third of the increase in population or number of households, whichever is greater. The House bill would eliminate the household adjustment and use only the increase in population. The League opposes these provisions because they would impair cities abilities to respond to the increasing need and demand for services caused by growth.

Special Levies Removed From Base

The Senate bill requires that special levies (for debt and pension costs) that had been included in the Pay 1989 levy limit base be removed from the base for purposes of calculating the Pay 1990 levy limit. For future years, a levy for any purpose defined as a special levy (debt and pension costs) will not be allowed to be included within the levy limit base.

Potential House/Senate Tax Conferees:

Senator Doug Johnson
Senator Steve Novak
Senator Larry Pogemiller
Senator LeRoy Stumpf
Address: Minnesota Senate
State Capitol
St. Paul, MN 55155

Representative Dee Long
Representative Ann Rest
Representative Ann Wynia
Representative Robert Vanasek
Address: Minnesota House
State Office Building
St. Paul, MN 55155

Action Alert

from the
League of Minnesota Cities



183 University Ave. E., St. Paul, MN 55101-2526

(612) 227-5600

April 27, 1988

TO: Managers, Clerks, and Finance Officers of cities using levy limit
reserve appeal for taxes payable in 1988 or 1989

FROM: Laurie Fiori Hacking
Sarah Hackett

RE: Effects of House Omnibus Tax bill on levy base

The 1989 House Omnibus Tax bill (H.F.1734) contains a provision that could severely limit levy bases of cities which were granted appeals to their levy base for the use of reserves. This affects reserve appeals granted for taxes payable in 1988 and 1989.

Article 6, Sections 3 through 6, provides that if a reserve appeal resulted in a city exceeding its levy limit base in 1988 or 1989, the city's levy limit base could be frozen or limited for taxes payable in 1990. The affect on a city's levy base would depend on the size of the appeal, the amount of the appeal which was actually levied, and the resulting "overlevy" (levy exceeding the levy base).

By freezing or limiting your Pay 1990 base, the proposal attempts to remove from your base the amount which you overlevied in Pay 87 or Pay 88 due to reserve appeals.

Cities that had reserve appeals in the last two years should telephone their legislators immediately about this provision of H.F. 1734.

The League is strenuously opposing this provision. Cities relied on the law as it was written and passed by the Legislature for two years in a row. It is unfair to retroactively penalize cities for appeals they legally sought and were granted under the law by the Revenue Department.

The House Research Department is calculating the effects of this provision on the nearly 60 cities who received appeals over the last two years. (See attached list). Please contact either of us for their projection of the effects on your levy base.

Another provision in the House tax plan affecting cities with reserve appeals: for a city that was granted an appeal for Pay 1989 for use of reserve funds, its levy limit base for Pay 1990 would be reduced by the portion, if any, of the appeal that was not actually levied.

CITIES WITH RESERVE APPEALS FOR PAY 1988 AND 1989

Apple Valley	St. Paul
Austin	Thief River Falls
Bemidji	Two Harbors
Blaine	Waite Park
Bloomington	Wells
Brainerd	West St. Paul
Brooklyn Center	Willmar
Caledonia	Winona
Circle Pines	
Columbia Heights	
Coon Rapids	
Corcoran	
Cottage Grove	
Crystal	
Duluth	
Eagan	
Elk River	
Excelsior	
Fridley	
Golden Valley	
Goodview	
Hopkins	
Hoyt Lakes	
Hutchinson	

Darlene

BOARD OF EQUALIZATION AGENDA

May 2, 1989

Pursuant to due call and notice thereof, the City of Crystal Council convened as a Board of Equalization on May 2, 1989, at the City Hall, 4141 Douglas Drive, Crystal, Minnesota at 7:00 P.M. The Secretary of the Council called the roll and the following were present:

Councilmembers

P Moravec
P Grimes
P Rygg
P Carlson
P Herbes
P Smothers
P Langsdorf

Staff

P Dulgar
P Olson
P Kennedy
P Monk
P Barber
P George
P Bjorn
P Hedlund

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

Glen Buzinsky, Hennepin County Principal Appraiser, ^{was present} appeared to discuss the 1989 assessment rolls and answer questions from those present. *Those residents heard were:*

George Merriam, 6626 Fairview Ave. No. P.I.D. 08-118-21-14-0107
Arde Mann, 6024-32nd Ave. No. P.I.D. 16-118-21-23-0076
Peter Bruske, 4916 Bernard Ave. No. P.I.D. 09-118-21-11-0006
Norton Glass, 6612-46th Place P.I.D. 08-118-21-44-0109
Roberta Uech, 4226 Louisiana P.I.D. 17-118-21-12-0097 (represented by T. Stauffmeier)
Nancy + Don Chandler, 6806-58th Ave. No. P.I.D. 05-118-21-13-0119
Gerald Oppermann, 2917 Kentucky Ave. No. P.I.D. 20-118-21-43-0126
John Silcott, 3301 Edgewood Ave. No. P.I.D. 20-118-21-14-0076

Complaints received by mail were from:

John R. Paulson, 5924 West Broadway, P.I.D. 05-118-21-24-0091
Michael Halek, 3133-41 Douglas Drive P.I.D. 20-118-21-41-0077

Moved by Councilmember 5 and seconded by Councilmember M to affirm the assessment rolls as presented by the City Assessor.
Motion Carried.

Moved by Councilmember _____ and ~~seconded~~ by Councilmember _____ to (change) (continue the approval of) the 1989 assessment rolls.
Motion Carried.

Moved by Councilmember 5 and seconded by Councilmember C to adjourn the meeting of the Board of Equalization.
Motion Carried.

MEMORANDUM

DATE: April 24, 1989
TO: Jerry Dulgar, City Manager
FROM: Kenneth C. Bjorn, City Assessor
SUBJECT: 1989 Assessment

The 1989 Assessment for Crystal is now complete. The new valuations were sent to the County on March 10, 1989 and the Valuation Notices were mailed by the County during the weeks of April 10 and 17, 1989.

We received approximately 250 calls regarding our new values and we re-inspected about 50 properties on appeal. We received many calls specifically relating to tax increases from last year to this year.

The State Department of Revenue requires sales ratios for each class of property to be above 90% or aggregate adjustments may be made by the State Board of Equalization. The sales ratio is the percentage of assessed valuation to sale price on all properties that have sold.

Our 1989 ratios are as follows:

	<u>Sales</u>	<u>Mean</u>	<u>Median</u>	<u>Growth Rate</u>
1. Residential	317	93.8	93.0	3.3%
2. Comm. & Ind.	6	92.4	93.0	7.9%
3. Apartments	1	92.2	92.2	1.2%

Total Parcel Count 8361

Total EMV 1988 \$643,358,030

Total EMV 1989 \$672,557,500* +4.54%

*Before appeal adjustments and before changes by Local or County Boards of Equalization and includes new improvements.

Briefly the 1989 Assessment considerations were as follows:

1. Residential - We revalued approximately 1900 parcels in our inspection quartile. The increase adjustment in our non-inspection areas averaged 2.5% to 3% which reflected the residential real estate market changes in Crystal from 1987 to 1988 as evidenced by MLS statistics and by State and County ratio studies. Our changes in the inspection area was typically 2 to 9% depending on

what we found during our inspections. The typical value of a single family home in Crystal is now between \$67,000 and \$75,000.

2. Commercial & Industrial - Our sales ratio for 1988 slipped to 84.6% so it was necessary to make some adjustments to these classes of properties to avoid State mandated aggregate changes. We looked individually at the past appraisal of each Commercial and Industrial property in Crystal and compared our value, usually per sq. ft. basis, to recent sales of similar properties in Crystal and the surrounding area. We also made an Income Approach Analysis for each property where such an approach was considered appropriate. The results were changes (usually increases) of from 1% to 20% with an average growth rate of 7.9%.
3. Apartments & Airport Land - The apartment market had virtually no activity in the past year and typical adjustments were minimal or none except on a very few apartments that were considered to be underassessed relative to other similar Crystal apartments. Airport land was not changed from the 1988 values. There was no evidence that a change was necessary and we are equalized with the airport land assessments on the Brooklyn Park and Brooklyn Center sides of the Crystal Airport.

Conclusion: Changes in the valuation of Crystal properties approximated the market adjustments made in surrounding suburbs as noted by conversations with other assessors. The market is still exhibiting some strength in spite of rising interest rates. Since Jan. 1, 1989 however a stability in the market has been noticed. What it will do throughout the balance of 1989 will depend largely on what interest rates do and on the availability of mortgage funds. So far mortgage money is plentiful. There has been very little activity in the local condo market. Some indicators appear that those values may be heading downward, however, we have yet to see evidence, at least in Crystal, of that happening.

Tax Court cases pending:

<u>Property</u>	<u>Owner</u>	<u>Status</u>
1. Lamplighter Apartments	Nafstad	Possible dismissal
2. Minnesota Fed. Savings	Minn. Savings	" "
3. Timesavers	Timesavers	Negotiations

SPRING 1989 RESIDENTIAL RATIO STUDY 4/11/89

MUNICIPALITY	# SALES	MEDIAN	MEAN	COD	MUNICIPALITY	# SALES	MEDIAN	MEAN	COD
BLOOMINGTON	926	92.6%	93.2%	6.6	MEDINA	23	94.6%	93.4%	7.3
BROOKLYN CENTER	261	91.8%	92.1%	5.4	MINNEAPOLIS				
BROOKLYN PARK	474	92.4%	92.5%	5.0	MINNETONKA	540	92.6%	92.6%	7.5
CHAMPLIN	178	95.2%	94.6%	7.4	MINNETONKA BEACH	14	91.4%	90.9%	4.8
CORCORAN	51	93.1%	92.1%	6.1	MINNETRISTA	60	91.7%	94.2%	8.9
CRYSTAL	317	93.0%	93.8%	5.7	MOUND	188	94.3%	93.9%	7.8
DAYTON	32	93.7%	93.6%	7.1	NEW HOPE	214	92.1%	92.7%	5.4
DEEPHAVEN	46	91.5%	90.2%	9.0	ORONO	119	91.6%	90.4%	9.6
EDEN PRAIRIE	419	93.2%	93.6%	5.9	OSSEO	28	92.6%	93.3%	10.0
EDINA	579	91.1%	90.8%	8.4	PLYMOUTH	474	91.5%	91.3%	7.2
EXCELSIOR	19	94.3%	92.8%	5.6	RICHFIELD	373	92.6%	92.9%	6.1
GOLDEN VALLEY	278	92.7%	93.3%	6.6	ROBBINSDALE	221	92.8%	93.5%	6.9
GREENFIELD	17	92.5%	93.7%	5.5	ROCKFORD	1	104.3%	104.3%	0.0
GREENWOOD	13	93.0%	92.6%	6.2	ROGERS	3	93.0%	94.4%	4.1
HANOVER	0				ST ANTHONY	57	92.6%	92.7%	7.3
HASSAN	19	94.0%	93.1%	4.5	ST BONIFACIUS	11	92.9%	93.5%	5.7
HOPKINS	97	94.6%	95.5%	6.7	ST LOUIS PARK	595	91.9%	92.0%	7.3
INDEPENDENCE	24	93.3%	93.1%	6.8	SHOREWOOD	73	92.1%	91.8%	10.4
LONG LAKE	28	92.0%	91.7%	6.8	SPRING PARK	19	94.7%	96.1%	6.1
LORETTO	1	100.7%	100.7%	0.0	TONKA BAY	23	91.1%	93.3%	6.3
MAPLE GROVE	410	91.5%	91.7%	5.0	WAYZATA	27	91.5%	89.6%	12.2
MAPLE PLAIN	20	93.0%	93.3%	5.3	WOODLAND	9	91.3%	91.8%	5.7
MEDICINE LAKE	7	93.6%	92.4%	5.8	HENNEPIN COUNTY	7,288	93.2%	93.2%	6.5

*COUNTY FIGURES (EXCEPT SALES) ARE MUNIC AVERAGES

LOCAL BOARD OF REVIEW - DUTIES

The town board of each town, the council or other governing body of each city, is the board of review except in cities whose charters provide for a board of equalization. The county assessor shall fix a day and time when the board or the board of equalization shall meet in the assessment districts of the county. On or before February 15 of each year the assessor shall give written notice of the time to the city or town clerk. Notwithstanding the provisions of any charter to the contrary, the meetings must be held between April 1 and May 31 each year. The clerk shall give published and posted notice of the meeting at least ten days before the date of the meeting. The board shall meet at the office of the clerk to review the assessment and classification of property in the town or city. No changes in valuation may be made by the county assessor after the board of review or the county board of equalization has adjourned. This restriction does not apply to corrections of errors that are merely clerical or administrative in nature.

The board shall determine whether the taxable property in the town or city has been properly placed on the list and properly valued by the assessor. If real or personal property has been omitted, the board shall place it on the list with its market value, and correct the assessment so that each tract or lot of real property, and each article, parcel, or class of personal property, is entered on the assessment list at its market value. No assessment of the property of any person may be raised unless the person has been duly notified of the intent of the board to do so. On application of any person feeling aggrieved, the board shall review the assessment or classification, or both, and correct it as appears just.

A local board of review may reduce assessments upon petition of the taxpayer but the total reductions must not reduce the aggregate assessment made by the county assessor by more than one percent. If the total reductions would lower the aggregate assessments made by the county assessor by more than one percent, none of the adjustments may be made. The assessor shall correct any clerical errors or double assessments discovered by the board of review without regard to the one percent limitation.

A majority of the members may act at the meeting, and adjourn from day to day until they finish hearing the cases presented. The assessor shall attend, with the assessment books and papers, and take part in the proceedings, but must not vote. The county assessor shall attend the meetings. The board shall list separately, on a form appended to the assessment book, all omitted property added to the list by the board and all items of property increased or decreased, with the market value of each item of property, added or changed by the board, placed opposite the item. The county assessor shall enter all changes made by the board in the assessment book.

If a person fails to appear in person, by counsel, or by written communication before the board after being duly notified of the board's intent to raise the assessment of the property, or if a person feeling aggrieved by an assessment or classification fails to apply for a review of the assessment or classification, the person may not appear before the county board of equalization for a review of the assessment or classification. This paragraph does not apply if an assessment was made after the board meeting, as provided in Section 273.01, or if the person can establish not having received notice of market value at least five days before the local board of review meeting.

The board of review or the board of equalization must complete its work and adjourn within 20 days from the time of convening stated in the notice of the clerk, unless a longer period is approved by the Commissioner of Revenue. No action taken after that date is valid. All complaints about an assessment or classification, made after the meeting of the board must be heard and determined by the county board of equalization. A nonresident may, at any time, before the meeting of the board of review file written objections to an assessment or classification with the county assessor. The objections must be presented to the board of review at its meeting by the county assessor for its consideration. (M.S. 274.01)

Board of Equalization

[illegible]