



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

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Darlene

COUNCIL AGENDA

August 1, 1989

Pursuant to due call and notice thereof, the Regular meeting of the Crystal City Council was held on August 1, 1989, at 7:00 P.M., at 4141 Douglas Drive, Crystal, Minnesota.

The Secretary of the Council called the roll and the following were present:

Councilmembers

P Moravec 7:03 pm
P Grimes
P Rygg
P Carlson
P Herbes
P Smothers
P Langsdorf 7:03 pm

Staff

P Dulgar
A Olson
P Kennedy 7:03 pm
P Monk
P Barber
P George
P Jones

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

The Mayor presented checks to winning groups of the Becker Park/Bass Lake Road Planting Contest; Adult Group - Gardenaires (\$50); Youth Group - tie between Camp Fire and Girl Scout Troop #202 (each get \$25). The donation for the checks was from the Crystal Lions Club.

Councilmembers Moravec & Langsdorf and City Attorney Kennedy arrived at 7:03 p.m.
The Mayor acknowledged donations of \$2,000 from the Crystal Lions Club for an electrical connection at Becker Park and \$2,000 from Thorp Distributing Company for softball prize money for the Crystal Frolics.

1. The City Council considered the minutes of the Regular City Council meeting of July 18, 1989.

Councilmember voiced his opposition to the decision council made on Item #7 of the July 18, 1989 minutes regarding

Moved by Councilmember S and seconded by Councilmember L to (approve) (approve, making the following exceptions: _____)

to) the minutes of the Regular City Council meeting of July 18, 1989.

Motion Carried.

CONSENT AGENDA

1. Consideration of removing Bruce Kleeberger from the Human Relations Commission due to non attendance of meetings; in excess of three unexcused absences.
2. Consideration of removing Barbara McMahon from the Human Relations Commission due to non attendance of meetings; in excess of three unexcused absences.
3. Consideration of removal of Philip Domek from the Environmental Quality Commission.
4. Consideration of an itinerant food establishment license for Elk's Lodge #44 at 5400 Lakeland Avenue North on July 30, 1989.

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

Motion Carried.

Moved by Councilmember L and seconded by Councilmember G to approve the Consent Agenda.

Motion Carried.

PUBLIC HEARINGS

1. It being 7:00 p.m., or as soon thereafter as the matter may be heard, Mayor Herbes declared this was the date and time as advertised for a public hearing at which time the City Council will sit as a Board of Adjustments & Appeals to consider a variance of 14' in the required 40' rear yard setback for a 12' x 14' deck and a 14' x 14' three-season porch on the existing house, at 6727 Valley Place North as requested by Greg and Roxanne Gray. The Mayor asked those present to voice their opinions or to ask questions concerning this matter. Those present and heard were: (5 votes needed for approval) *Greg Gray, applicant.*

The Mayor closed the Public Hearing.

Moved by Councilmember S and seconded by Councilmember _____ to (grant) (~~deny~~) as recommended by and based on the findings of fact of the Planning Commission) (continue until _____ the discussion of) the authorization pursuant to Section 515.55 of the Crystal City Code to vary or modify this strict application of Section 515.13, Subd. 4 a) to vary 14' in the required 40' rear yard setback to build a 12' x 14' deck and a 14' x 14' three-season porch on the existing house, at 6727 Valley Place North as requested in application #89-21. *Failed for lack of a second*

Motion Carried.

C/- to continue and refer back to Planning Commission for petition from neighbors.

(over)

City Manager informed the Council that State Law specifies three reasons to deny a variance and opinion of the neighbors is not one of those reasons.

M/S to deny etc. (copy motion from previous page).
motion carried

2. It being 7:00 p.m., or as soon thereafter as the matter may be heard, Mayor Herbes declared this was the date and time as advertised for a public hearing at which time the City Council will consider preliminary and final plat for the Crystal Northwest Properties Second Addition at 5200 Douglas Drive. The Mayor asked those present to voice their opinions or to ask questions concerning this matter. Those present and heard were: *Dr. John Beethon*

The Mayor closed the Public Hearing.

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

RESOLUTION NO. 89- 48

RESOLUTION APPROVING A PLAT

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

Motion carried, resolution declared adopted.

REGULAR AGENDA

1. The City Council considered a resolution commending Kim Kantorowicz for her achievement of being named Miss Minnesota National Teenager.

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

RESOLUTION NO. 89-49

RESOLUTION COMMENDING MISS MINNESOTA
NATIONAL TEENAGER KIM KANTOROWICZ

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

Motion carried, resolution declared adopted.

2. The City Council considered a resolution for approval of bids for construction of two single-family homes as part of the Minnesota Communities Program at 4500 Adair Avenue North and 5625 Adair Avenue North.

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

RESOLUTION NO. 89-50

RESOLUTION AWARDED A BID

A.W.B. Bldg.

By roll call and voting aye: M, G, C, S, L,
_____, _____; voting no: R, H, _____; absent, not
voting: _____

Motion carried, resolution declared adopted.

3. The City Council considered the Second Reading of an Ordinance relating to an amendment to delete a concrete driveway approach requirement for single family residential property and an amendment to require hard surfacing for all driveways for single and two family residential properties.

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

ORDINANCE NO. 89-16

AN ORDINANCE RELATING TO DRIVEWAYS;
PARKING, SURFACING;
AMENDING CRYSTAL CITY CODE,
SUBSECTIONS 800.19 AND 515.09, SUBD. 4 H) ii)

and further that this be the second and final reading.

Motion Carried.

5. A. The City Council considered the First Reading of an Ordinance Amendment related to Planning Regulations.

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

ORDINANCE NO. 89-

AN ORDINANCE RELATING TO LAND USE
REGULATION: AMENDING CRYSTAL CITY
CODE BY ADDING SECTIONS: REPEALING
CRYSTAL CITY CODE SECTIONS 500 AND 505

and further, that the second and final reading be held on August 15, 1989.

Motion Carried.

6. B. The City Council considered a resolution authorizing the Mayor and City Manager to sign Subrecipient Agreement for the Urban Hennepin County Community Development Block Grant Program.

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

RESOLUTION NO. 89-51

RESOLUTION AUTHORIZING COMMUNITY DEVELOPMENT
BLOCK GRANT SUBRECIPIENT AGREEMENT

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

Motion carried, resolution declared adopted.

7. The City Council considered the Second Reading of an Ordinance establishing an Economic Development Advisory Commission.

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

ORDINANCE NO. 89-17

AN ORDINANCE ESTABLISHING AN ECONOMIC
DEVELOPMENT ADVISORY COMMISSION:
AMENDING CRYSTAL CITY CODE,
SECTION 305, BY ADDING A SUBSECTION

and further that this be the second and final reading.

Motion Carried.

8. The City Council considered a resolution adopting proposed budget for 1990 and levying taxes for certification to the County Auditor.

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

RESOLUTION NO. 89-52

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

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

Motion carried, resolution declared adopted.

Consensus of the Council directed staff to prepare a Resolution for the next Council mtg. in opposition to legislation re: tax levies.

- 9.8. The City Council considered the union contract agreement for Police Local #56 (Supervisors) for the year 1989.

- Cap on vacation extended to 240 hours
- Comp time maximum accrual changed from 24 hrs. to 40 hrs.
- a 3.7% salary increase plus a 3/10 of a percent lump sum amount at year end.
- Uniforms provided by the City if required for investigators.
- Minor language changes.

Moved by Councilmember S and seconded by Councilmember M to (approve) (deny) (continue until _____ the discussion of) the union contract agreement for Police Local #56 (Supervisors) for the year 1989.

Motion Carried.

- 10.9. The City Council discussed holding a joint three-City Hennepin Recycling Group Council meeting to discuss organized refuse collection.

*August 21, 1989 - tentative date
City Manager will check w/other cities and get back to Council.*

10. The City Council discussed the charitable gambling ordinance. *Those appearing and heard were:*

*Tom Tophen, KofC
Ed Thonander, Elks + Lions
Jane Elen, KofC*

*R/M to continue to the next meeting for further review
by staff.*

Motion Carried

- What organizations have been donated to.
- Expenses other cities incur and what they are doing w/charitable gambling
- our expenses to administer
- Did we ask for donations from groups that haven't contributed
- Come back to Council w/recommendation of a course of action to get them to donate if they aren't.
- Get copy of our recommendation to the gambling organizations before it goes on an agenda.

Recess 8:30 p.m. - Reconvened 8:43 p.m.

OPEN FORUM Informal Discussion and Announcements

Mayor - Hennepin County households hazardous waste collection letter - have they found a new site; is Crystal supposed to find a location? Have not heard of new site - no, Crystal does not find new location.

1. The City Council discussed bids / requests for proposals regarding attorney for civil work of the City.

S/M to direct staff to prepare a Request For Proposal.

Motion Carried

2. The City Council discussed Goal Setting / team Bldg. follow-up session of August 24 at 4:30 p.m.

R/S to suspend further action on a goal-setting / team bldg. session.

Aye: R, H, S

No: M, G, C, L

Motion failed.

City Manager will check with facilitator of the session on date of Sept. 15 or Sept 18 at 6:00 p.m. for the follow-up session.

INFORMAL DISCUSSION AND ANNOUNCEMENTS

- City Manager called the Council's attention to the notice of public meeting of the Transportation Study Board in Spring Lake Park High School which he plans to attend on Aug. 9, 1989 at 7 p.m.

- Councilmember Smathers thanked City Staff for their cooperation ~~in~~ in the Crystal Irises.

Moved by Councilmember S and seconded by Councilmember G to approve the list of license applications.

*Adding all American Tree
4643 Emerson Ave No.
Mpls, MN.*

Motion Carried.

Moved by Councilmember S and seconded by Councilmember G to adjourn the meeting.

Motion Carried.

Meeting adjourned at 9:26 p.m.

APPLICATIONS FOR LICENSE
August 1, 1989

FOOD ESTABLISHMENT - Special Food Handling (\$35.00)

Crystal EZ Stop, 4800 56th Avenue North

FOOD ESTABLISHMENT - Itinerant (\$30.00 1st day + \$12.00 ea.
addnl day)

Ciao Bella's Pizza, August 18-19, 1989, Crazy Days at
Lamplighter Square.

REFUSE HAULER - (\$50.00 Co. Lic. + \$25.00 ea. vehicle)

Gallagher's Service, Inc. Minneapolis, MN
Browning Ferris, Ind. for 6 Recycling Trucks, Eden Prairie, MN

GAS FITTER'S LICENSE \$30.25

A-1 Root Master, 7502 Hudson Blvd., Lake Elmo, MN 55042

Ridler Plumbing & Heating, 3728 Nicollet Ave., Minneapolis, MN 55409

PLUMBER'S LICENSE - \$30.25

Heins Plumbing, 2920 Berkshire Lane N., Plymouth, MN 55441

Tree Trimmer \$55.00

all American Tree, 4643 Emerson Ave. No., Mpls, Mn. 55412

Darlene

Memorandum

DATE: July 28, 1989
TO: City of Crystal Councilmembers
FROM: Jerry Dulgar, City Manager
SUBJECT: Preliminary Agenda for the August 1, 1989 Council Meeting

Consent Agenda:

Same note for items 1, 2, and 3: The various boards and commissions by-laws provide for removal of members for non-attendance. I think we should give the commissions a lot of credit for having the fortitude to take this action. We should support their actions and remove the people who aren't attending so that we can get people who will attend.

Item 4: Consideration of an itinerant food establishment license for Elk's Lodge #44 at 5400 Lakeland Avenue North on July 30, 1989. This license, as you can see, is after the fact. They did not apply for the license in time for it to be on the last agenda but the Health Department is working with them to make sure they are in compliance with the ordinances.

Regular Agenda:

Item 2: Consideration of a resolution for approval of bids for construction of two single-family homes. The bids will not come in until Monday but we will have analyzed them between Monday and the meeting on Tuesday and would like to have the Council take action on them so that we know where we are at on these projects. If there are any complications, we will recommend that they be removed from the agenda.

Item 7: Discussion of holding a joint three-City (HRG) Council meeting to discuss organized refuse collection. The Hennepin Recycling Group, HRG Board, has discussed organized refuse collection at board meetings recently. We thought it might be beneficial for each of us to bring our council up-to-date regarding organized collection and have a joint meeting of all three councils to discuss organized hauling. I should just comment that at this point and time we are getting calls wondering about joint organized hauling because peoples' rates are going up so high. If you recall, one of the things we had hoped to do through organized hauling was to keep rates in line somewhat, but because of the lawsuit and other complications we could not institute it when we did recycling. Julie and I will be prepared to further discuss this with you at the meeting.

Item 8: Discussion of the charitable gambling ordinance. I wanted to visit with the Council about our charitable gambling ordinance and the three percent tax and the status of where we are at with that as far as collections, etcetera. I wanted to get your input before I go any further with the license holders.

Have a nice weekend.

JD/js

COUNCIL AGENDA - SUMMARY

COUNCIL MEETING OF
AUGUST 1, 1989

Call to order

Roll call

Pledge of Allegiance to the Flag

Presentation of checks to winning groups of Becker Park/Bass Lake Road Planting Contest; Adult Group - Gardenaires (\$50); Youth Group - tie between Camp Fire and Girl Scout Troop #202 (each get \$25). Donation from Crystal Lions Club.

Acknowledgment of donation of \$2,000 from Crystal Lions Club for an electrical connection at Becker Park and \$2,000 from Thorp Distributing Company for softball prize money for Crystal Frolics.

Approval of the minutes of the regular meeting of July 18, 1989.

Consent Agenda

1. Consideration of removing Bruce Kleebecker from the Human Relations Commission due to non attendance of meetings; in excess of three unexcused absences.
2. Consideration of removing Barbara McMahon from the Human Relations Commission due to non attendance of meetings; in excess of three unexcused absences.
3. Consideration of removal of Philip Domek from the Environmental Quality Commission.
4. Consideration of an itinerant food establishment license for Elk's Lodge #44 at 5400 Lakeland Avenue North on July 30, 1989.

Public Hearings

1. Public hearing to consider granting a variance of 14' in the required 40' rear yard setback for a 12' x 14' deck and a 14' x 14' three-season porch on the existing house, at 6727 Valley Place North as requested by Greg and Roxanne Gray.
2. Public hearing to consider preliminary and final plat for the Crystal Northwest Properties Second Addition at 5200 Douglas Drive.

Regular Agenda Items

1. Consideration of a resolution commending Kim Kantorowicz for her achievement of being named Miss Minnesota National Teenager.
2. Consideration of a resolution for approval of bids for construction of two single-family homes as part of the Minnesota Communities Program at 4500 Adair Avenue North and 5625 Adair Avenue North.
3. Consideration of Second Reading of an Ordinance relating to an amendment to delete a concrete driveway approach requirement for single family residential property and an amendment to require hard surfacing for all driveways for single and two family residential properties.
4. Consideration of First Reading of an Ordinance Amendment related to Planning Regulations.
5. Consideration of a resolution authorizing the Mayor and City Manager to sign Subrecipient Agreement for the Urban Hennepin County CDBG Program.
6. Consideration of the Second Reading of an Ordinance establishing an Economic Development Advisory Commission.
7. Discussion of holding a joint three-City (HRG) Council meeting to discuss organized refuse collection.
8. Discussion of the charitable gambling ordinance.

Open Forum

Informal Discussion and Announcements

Licenses

Adjournment

APPLICATIONS FOR LICENSE
August 1, 1989

FOOD ESTABLISHMENT - Special Food Handling (\$35.00)

Crystal EZ Stop, 4800 56th Avenue North

FOOD ESTABLISHMENT - Itinerant (\$30.00 1st day + \$12.00 ea.
addnl day)

Ciao Bella's Pizza, August 18-19, 1989, Crazy Days at
Lamplighter Square.

REFUSE HAULER - (\$50.00 Co. Lic. + \$25.00 ea. vehicle)

Gallagher's Service, Inc. Minneapolis, MN
Browning Ferris, Ind. for 6 Recycling Trucks, Eden Prairie, MN

GAS FITTER'S LICENSE \$30.25

A-1 Root Master, 7502 Hudson Blvd., Lake Elmo, MN 55042

Ridler Plumbing & Heating, 3728 Nicollet Ave., Minneapolis, MN 55409

PLUMBER'S LICENSE - \$30.25

Heins Plumbing, 2920 Berkshire Lane N., Plymouth, MN 55441

DATE: July 20, 1989
MEMO TO: Jerry Dulgar, City Manager
FROM: Edward C. Brandeen, Park & Recreation Director *ECB*
RE: Donations to the Park & Recreation Department

For your information, the following donations have recently been received by the Park & Recreation Department:

Crystal Lions Club	\$2,000.00
Electrical Connection at Becker	

Thorp Distributing Co.	\$2,000.00
Softball Prize Money for Frolics	

A thank-you letter will be sent from our department to these groups.

Clarlene

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Pursuant to due call and notice thereof, the Regular meeting of the Crystal City Council was held on July 18, 1989 at 7:00 P.M., at 4141 Douglas Drive, Crystal, Minnesota.

The Secretary of the Council called the roll and the following were present: Moravec, Grimes, Rygg, Carlson, Herbes, Smothers, Langsdorf. Also in attendance were the following staff members: Jerry Dular, City Manager; John Olson, Assistant City Manager; David Kennedy, City Attorney; William Monk, Public Works Director; William Barber, Building Inspector; Joan Schmidt, Deputy Clerk; Julie Jones, Redevelopment Coordinator.

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

The Mayor acknowledged donations from the Crystal Lions to the Police Department in the amount of \$1,000 for Crime Prevention Fund and \$3,000 to the D.A.R.E. Program.

The City Council considered the minutes of the Regular City Council meeting of July 5, 1989.

Moved by Councilmember Smothers and seconded by Councilmember Langsdorf to approve the minutes of the Regular City Council meeting of July 5, 1989.

Motion Carried.

The City Council considered the following Consent Agenda:

1. Set 7:00 p.m., or as soon thereafter as the matter may be heard, August 1, 1989, as the date and time for a public hearing at which time the City Council will consider preliminary and final plat of Crystal Northwest Properties Second Addition at 5200 Douglas Drive.
2. Set 7:00 p.m., or as soon thereafter as the matter may be heard, August 15, 1989, as the date and time for a public hearing at which time the City Council will consider an ordinance on Northern States Power Franchise Agreement.
3. Set 7:00 p.m., or as soon thereafter as the matter may be heard, August 1, 1989, as the date and time for a public hearing at which time the City Council will consider a variance of 14' in the required 40' rear yard setback for a 14' x 26' deck and three-season porch on the existing house, at 6727 Valley Place North as requested by Greg and Roxanne Gray.
4. Consideration of an itinerant food license for Rick Plante at Crystal Shopping Center from July 10, 1989 thru July 15, 1989. (license applied for on July 6, 1989)

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5. Consideration of a transient merchant license from Jones R. Losen to sell sweet corn in Jack's Superette parking lot, 7200 Bass Lake Road from July 22 thru September 3, 1989.
6. Consideration of a solicitor's permit for Clean Water Action Project from July 19 thru July 30, 1989.

Moved by Councilmember Langsdorf and seconded by Councilmember Smothers to approve the Consent Agenda.

Motion Carried.

The City Council considered the following Public Hearing:

1. It being 7:00 p.m., or as soon thereafter as the matter may be heard, Mayor Herbes declared this was the date and time as advertised for a public hearing at which time the City Council will consider HRA 5th Addition preliminary plat at 3432 Welcome Avenue North. The Mayor asked those present to voice their opinions or to ask questions concerning this matter.

The Mayor closed the Public Hearing.

Moved by Councilmember Moravec and seconded by Councilmember Smothers to grant as recommended by the Planning Commission tentative approval of proposed plat HRA 5th Addition at 3432 Welcome Avenue North.

Motion Carried.

The City Council considered the following items on the Regular Agenda:

1. The City Council considered a private kennel license at 6800 - 60th Avenue North for Robert Kocur. Those present and heard were: Sharon Blackhawk, 6801 Lombardy Lane; Donnette Little, 6718 - 60th Avenue North.

Moved by Councilmember Smothers and seconded by Councilmember Grimes to deny a private kennel license at 6800 - 60th Avenue North for Robert Kocur.

Motion Carried.

2. The City Council considered a 3.2 beer stand license for Crystal Fire Relief Association to operate one beer stand at Becker Park on July 28, 29, 30, 1989, with waiver of fee.

Moved by Councilmember Smothers and seconded by Councilmember Carlson to approve a 3.2 beer stand license for Crystal Fire Relief Association to operate one beer stand at Becker Park on July 28, 29, 30, 1989, with waiver of fee.

Motion Carried.

3. The City Council considered issuance of a building permit for a 15' x 25' addition to the existing Crystal Lift Station

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building located at 4943 - 53rd Avenue North as requested by the Metro Waste Control Commission.

Councilmember Langsdorf wished to abstain from this issue since she works for the Metro Waste Control Commission.

Moved by Councilmember Rygg and seconded by Councilmember Grimes to approve as recommended by the Planning Commission issuance of a building permit for a 15' x 25' addition to the existing Crystal Lift Station building located at 4943 - 53rd Avenue North as requested by the Metro Waste Control Commission, subject to standard procedure.

Motion Carried.

4. The City Council considered issuance of a building permit to John Lambin Construction Company for remodeling the kitchen area of Keng's Restaurant located at 6121 - 42nd Avenue North, subject to standard procedure, with a request to waive site improvements. Present and heard was James Scott, building owner.

Moved by Councilmember Moravec and seconded by Councilmember Langsdorf to approve as recommended by the Planning Commission issuance of a building permit to John Lambin Construction Company for remodeling the kitchen area of Keng's Restaurant located at 6121 - 42nd Avenue North, subject to standard procedure, with minimum site improvements being front entry way improvement and handicap accessibility if it is possible on this site.

Motion Carried.

5. The City Council considered issuance of a building permit to Paul Weske of Aero Sales and Supply to build a 50' x 70' airplane hangar at Lot 9E, Crystal Airport.

Moved by Councilmember Smothers and seconded by Councilmember Grimes to approve as recommended by the Planning Commission issuance of a building permit to Paul Weske of Aero Sales and Supply to build a 50' x 70' airplane hangar at Lot 9E, Crystal Airport, subject to standard procedure.

Motion Carried.

6. The City Council considered issuance of a building permit to Perkins Family Restaurants for a 10'9" x 41'4" solarium addition to the front of the building and remodeling at 5420 West Broadway. Present and heard was Ken Jones, Construction Manager.

Moved by Councilmember Carlson and seconded by Councilmember Smothers to approve as recommended by the Planning Commission issuance of a building permit to Perkins Family Restaurants for a 10'9" x 41'4" solarium addition to the front of the

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building and remodeling at 5420 West Broadway, subject to standard procedure.

Motion Carried.

7. The City Council considered a resolution awarding a bid for the 1989 Sealcoat Program.

Moved by Councilmember Smothers and seconded by Councilmember Carlson to remove item #8 from the table.

Motion Carried.

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

RESOLUTION NO. 89-44

RESOLUTION AWARDING CONTRACT FOR
SEALCOAT IMPROVEMENT PROJECT NO. 89-2

By roll call and voting aye: Moravec, Grimes, Rygg, Smothers, Langsdorf; voting no: Carlson, Herbes.

Motion carried, resolution declared adopted.

The Mayor declared that it was the consensus of the Council that the previous motion had been taken from the table.

8. The City Council considered final approval of proposed plat Crystal Community Center Addition located at 4800 Douglas Drive.

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

RESOLUTION NO. 89-45

RESOLUTION APPROVING PLAT

By roll call and voting aye: Moravec, Grimes, Rygg, Carlson, Herbes, Smothers, Langsdorf. Motion carried, resolution declared adopted.

9. The City Council considered the First Reading of an Ordinance amending Crystal City Code Section 800.19, Subd. 2 to delete a concrete driveway approach requirement for single family residential property and Section 515.09, Subd. 4 h) 11) to require hard surfacing for all driveways for single and two family residential properties.

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

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ORDINANCE NO. 89-

AN ORDINANCE AMENDING CRYSTAL CITY CODE
SECTION 800.19 AND ZONING CODE SECTION 515.09

and further, that the second and final reading be held on
August 1, 1989.

Motion Carried.

10. The City Council considered the Second Reading of an Ordinance relating to Sunday sale of intoxicating liquor.

Moved by Councilmember Langsdorf and seconded by Councilmember Moravec to adopt the following ordinance:

ORDINANCE NO. 89-15

AN ORDINANCE RELATING TO
INTOXICATING LIQUOR: SUNDAY SALES:
AMENDING CRYSTAL CITY CODE, SECTION 1200,
BY ADDING A SUBSECTION

and further that this be the second and final reading.

Motion Carried.

11. The City Council discussed support for the creation of a National Clean-Up Month for April, 1990.

Moved by Councilmember Smothers and seconded by Councilmember Langsdorf to support the establishment of a National Clean-Up Month for April, 1990.

After discussion Councilmember Langsdorf withdrew her second. Councilmember Smothers withdrew his motion.

Moved by Councilmember Carlson and seconded by Councilmember Smothers to refer this issue to the Environmental Quality Commission.

Motion Carried.

12. The City Council considered the Park and Recreation Department sponsoring a July 4 Becker Park event that would include a fireworks display sponsored by the Crystal Lions Club for 1990 at Becker Park.

Moved by Councilmember Carlson and seconded by Councilmember Grimes to approve the Park and Recreation Department sponsoring a July 4 Becker Park event that would include a fireworks display sponsored by the Crystal Lions Club for 1990 at Becker Park.

Motion Carried.

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13. The City Council considered a request to increase the amount by \$500 for services rendered by the Northwest YMCA Detached Worker Program for 1990.

Moved by Councilmember Rygg and seconded by Councilmember Smothers to approve a request to increase the amount by \$500 for services rendered by the Northwest YMCA Detached Worker Program for 1990.

Motion Carried.

14. The City Council considered a 3.2 beer stand license with waiver of fee at Aero Sales, Crystal Airport, for Aviation Post #511, The American Legion, on July 29 (or July 30 - rain day).

Moved by Councilmember Smothers and seconded by Councilmember Moravec to approve with the stipulation that they provide proof of dram shop insurance, a 3.2 beer stand license with waiver of fee at Aero Sales, Crystal Airport, for Aviation Post #511, The American Legion, on July 29 (or July 30 - rain day).

Motion Carried.

The Mayor at this point appointed the members of the City Council as Commissioners of the Economic Development Authority pursuant to Resolution No. 89-35.

15. The City Council considered a resolution appointing City Councilmembers as Commissioners of the EDA.

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

RESOLUTION NO. 89-46

RESOLUTION APPROVING APPOINTMENT OF COMMISSIONERS
OF THE ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF CRYSTAL, MINNESOTA

By roll call and voting aye: Moravec, Grimes, Rygg, Carlson, Herbes, Smothers, Langsdorf. Motion carried, resolution declared adopted.

The Mayor called a recess at 8:10 p.m. to hold the organizational meeting of the Economic Development Authority of the City of Crystal, Minnesota (EDA) and the Council meeting was reconvened at 8:38 p.m.

16. The City Council considered the First Reading of an Ordinance establishing an Economic Development Advisory Commission.

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

ORDINANCE NO. 89-

AN ORDINANCE ESTABLISHING AN ECONOMIC
DEVELOPMENT ADVISORY COMMISSION:
AMENDING CRYSTAL CITY CODE,
SECTION 305, BY ADDING A SUBSECTION

and further, that the second and final reading be held on
August 1, 1989.

Motion Carried.

17. The City Council considered a resolution relating to the Economic Development Authority of the City of Crystal, Minnesota: Transferring certain projects and programs to that agency and transferring personnel.

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

RESOLUTION NO. 89-47

RESOLUTION RELATING TO THE ECONOMIC
DEVELOPMENT AUTHORITY OF THE CITY OF
CRYSTAL, MINNESOTA: TRANSFERRING
CERTAIN PROJECTS AND PROGRAMS TO
THAT AGENCY: TRANSFERRING PERSONNEL

By roll call and voting aye: Grimes, Rygg, Carlson, Herbes, Smothers, Langsdorf; voting no: Moravec. Motion carried, resolution declared adopted.

INFORMAL DISCUSSION AND ANNOUNCEMENTS:

1. The City Council considered issuance of a building permit for an 8' x 10' structure at Rapid Oil Change, 5602 Lakeland Avenue North, to house equipment required to perform clean up operations of ground water contamination.

Moved by Councilmember Carlson and seconded by Councilmember Grimes to approve issuance of a building permit for an 8' x 10' structure at Rapid Oil Change, 5602 Lakeland Avenue North, to house equipment required to perform clean up operations of ground water contamination.

Motion Carried.

2. The City Council considered a request from the City Manager of the possibility of the City purchasing the property at 2951 Vera Cruz for Bassett Creek Park.

July 18, 1989

page 470

Moved by Councilmember Carlson and seconded by Councilmember Smothers to direct staff to get prices to purchase this property.

Motion Carried.

Moved by Councilmember Smothers and seconded by Councilmember Moravec to approve the list of license applications as submitted by the City Clerk to the City Council, a list of which is on file in the office of the City Clerk, and further, that such list be incorporated into and made a part of this motion as though set forth in full herein.

Motion Carried.

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

Motion Carried.

Meeting adjourned at 9:16 p.m.

Mayor

ATTEST:

Deputy Clerk

Memorandum

DATE: July 25, 1989
TO: Jerry Dulgar, City Manager
FROM: Joan Schmidt, Administrative Secretary
SUBJECT: Removal of two Commission Members

Attached please find excerpts from the unapproved minutes of the Human Relations Commission of July 24, 1989. The Commission members are asking for the removal of Bruce Kleeberger and Barbara McMahon due to unexcused absences in excess of three. According to the Commissions By-Laws unexcused absences from three consecutive regular or special meetings or more than half of the meetings in one calendar year require recommendation for removal from this Commission.

Thank you for your consideration in this matter.

Another item of discussion from this meeting was using the Post News for a column but who is responsible for articles? Marion Helland was going to contact the State and see if they had articles that could be printed. Articles would be printed periodically and eventually build up to "Will You Be the One?" project. The overall feeling was the need to educate the community. Everyone was to go back to their commission and brainstorm and come up with other topics. Marion had mentioned that if you see articles, clip them and these articles could be listed as resources.

Each community could take a month and be responsible to write articles for this column for that month by presenting an outline first and then writing the column.

Linda Museus asked the Commission if they were willing to write a few paragraphs. Arlene West wanted to know the specifics. Renee Werner stated that topics were needed at this point and at the next group meeting to discuss the idea further; perhaps have twelve articles building up to "Will You be the One?" project.

Moved by commission member West and seconded by commission member Luzaich that the N.W. Suburban Human Rights Commissions will have the support and participation of the Crystal Human Relations Commission.

Motion Carried.

Please call Renee Werner or Linda Museus if you are not going to the August 19th meeting of the N.W. Suburban Human Rights Commission.

4. Time was then spent sharing with each other our backgrounds, why we settled in Crystal, how we hope to help the Crystal community.
5. The Commission then viewed the 19 minute Golden Valley video tape "This Is My City". The consensus of the group was that this was a good film that brought out interesting aspects especially about the blacks.

Moved by commission member Luzaich and seconded by commission member Werner to remove Bruce Kleeberger from the Human Relations Commission due to unexcused absences in excess of three.

Motion Carried.

Moved by commission member Werner and seconded by commission member Luzaich to remove Barbara McMahon from the Human Relations Commission due to unexcused absences in excess of three.

Motion Carried.

Moved by commission member West and seconded by commission member Luzaich to adjourn. Meeting adjourned at 9:05 p.m.

MEMORANDUM

DATE: July 26, 1989
TO: Jerry Dulgar, City Manager
FROM: Julie Jones, Recycling Coordinator
SUBJECT: Environmental Quality Commission Opening

At their July 20, 1989 meeting the Environmental Quality Commission passed a motion requesting the City Council to remove Philip Domek from the Commission and advertise the Commission opening.

Due to a change in his job schedule early this spring, Philip Domek has not been able to attend the previous six meetings of the Environmental Quality Commission. The Chair requested his resignation in May and Mr. Domek agreed to submit a resignation letter to the City Clerk. However, to date a letter of resignation has not been received from Mr. Domek. Therefore, the Commission wishes to have the necessary action taken so that a new member may be appointed to this Commission opening.

kg

APPLICATION FOR LICENSE

4141 Douglas Drive, Crystal, Minnesota 55422

HONORABLE CITY COUNCIL
CRYSTAL, MINNESOTA

COUNCILMEMBERS:

I
WE Elk's Lodge #44
5400 Lakeland Avenue North
Crystal, MN 55429

Fee, \$ Exempt
Itinerant
New Renewal
Telephone 533-8360
Bonnie

EXEMPT

enclose the sum of _____ DOLLARS
to the City of Crystal as required by the Ordinances of said City and have complied with all the
requirements of said Ordinances necessary for obtaining this License:

NOW, THEREFORE, I

Elk's Lodge #44 hereby make application to
Steak Fry
operate an Itinerant Food Establishment at 5400 Lakeland Ave. No.
for the period One Day Only through July 30, 1989 subject to all
conditions and provisions of said Ordinance.

City Use Only

LADONNE B. J. Trout

Print Name of Applicant

Ladonne B. J. Trout

Signature of Applicant

DATE: July 27, 1989
TO: Jerry Dulgar, City Manger
FROM: Bill Barber, Building Inspector
RE: 6727 Valley Place N.
Variance Request

Greg and Roxanne Gray are requesting a variance of 14' to the required 40' rear yard setback for an addition of a 12' x 14' deck and a 14' x 14' three season porch. The home was built in 1988 with the year wall line right at the 40' line. This home is setting on pilings so additional pilings will need to be added to carry the proposed addition.

UPDATE

The Planning Commission recommended the variance request be denied for the following reasons:

1. It is a new house and the contractor is the applicants father in law and father.
2. They should have been aware of the setbacks at the time it was being built.
3. No hardship has been demonstrated.

The setbacks of this home were a concern when the original permit was issued.

kk

CITY OF CRYSTAL

4141 DOUGLAS DRIVE NORTH

CRYSTAL, MN 55422

Phone: 537-8421

No. _____

Date: _____

APPEAL FOR A VARIANCE TO THE ZONING ORDINANCE

Street Location of Property: 6927 Valley Place North Crystal, MN 55427Legal Description of Property: Lot 5 Blk 2 - Valley View Park 2nd additionProperty Identification Number: 20-118-21-13-0002Applicant: Roxanne Gray
(Print Name)6727 Valley Place North Crystal, MN
(Address)533-0943
(Phone No.)Owner: Greg + Roxanne Gray
(Print Name)6727 Valley Place North Crystal, MN
(Address)533-0943
(Phone No.)

REQUEST: Applicant requests a variance on the above-described property from Section 515.13
SUBD 4 of the Zoning Ordinance, as amended, which requires 40' REAR YARD
SETBACK. REQUESTING A 14'-0" VARIANCE TO THE 40'
REAR YARD SETBACK

State exactly what is intended to be done on, or with the property which does not conform with the Zoning Ordinance. A plot plan drawn to scale showing the proposal must be submitted with the application.

Explain in detail wherein your case conforms to the following requirements:

1. That the strict application of the provisions of the Zoning Ordinance would result in practical difficulties or unnecessary hardships (other than economic) inconsistent with its general purpose and intent.

Pilings will be driven For Footings By
Atlas pile Drivers.

2. That there are exceptional circumstances or conditions applicable to the property involved or to the intended use or development of the property that do not apply generally to other property in the same zone or neighborhood.

Walkout house overlooking Park

3. That the granting of a variance will not be materially detrimental to the public welfare or injurious to the property or improvement in such zone or neighborhood in which the property is located.

The structure would be constructed by Dempsey
Construction - with over 30 years of Building
Experience. - It would adhere to all codes.

NOTE: The Planning Commission is required to make a written findings of fact from the showing applicant makes that all three of the above-enumerated conditions exist and in addition thereto must find that the granting of such variance will not be contrary to the objectives of the Comprehensive Plan.

THIS PROPERTY IS:

TORRENS / ABSTRACT

(Circle one)

Roxanne Gray
(Applicant's Signature)Roxanne Gray
(Owner's Signature)

(Office Use Only)

FEE: \$ 75.00 DATE RECEIVED: 6/30/89 RECEIPT # 46346

(Approved) (Denied) - Planning Commission

(Date)

(Approved) (Denied) - City Council

(Date)

LOT SURVEYS COMPANY, INC.

LAND SURVEYORS

REGISTERED UNDER LAWS OF STATE OF MINNESOTA

7601 - 73rd Avenue North

560-3093

Minneapolis, Minnesota 55428

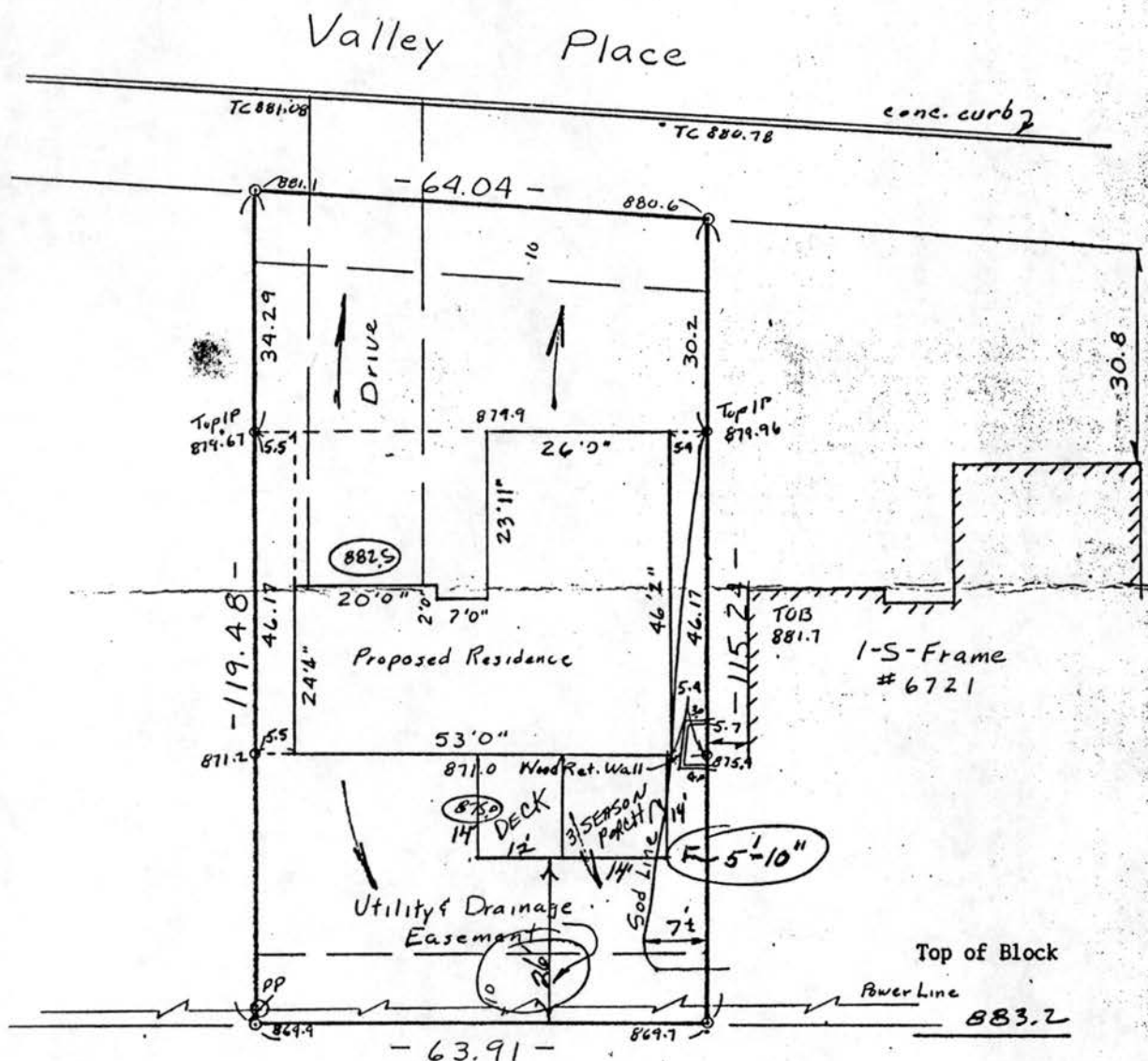
Surveyors Certificate

RICHARD DEMPSEY CONSTRUCTION

INVOICE NO. 21226
F. B. NO. 367-58
SCALE 1" = 20'
0 - DENOTES IRON

- Denotes Surface Drainage
- (882.5) Denotes Proposed Elevation
- 000.0 Denotes Existing Elevation

Type of Building - Full Basement Walkout



Lot 5, Block 2, VALLEY VIEW PARK 2ND ADDITION

Garage Floor

882.7

Lowest Most Floor

875.2

DATE: June 30, 1989
TO: Planning Commission
FROM: Bill Monk, City Engineer
SUBJECT: Replat of Property Located at 5200 Douglas Drive

In January of 1987 three lots as located on the attached map were combined into one for purposes of a proposed expansion of the doctor's clinic. Instead of expanding, the clinic relocated; however, the replat was recorded.

At this time the owners propose to replat the single parcel back into three lots so the land on which the commercial structure is located can be sold for reuse. The other two lots will be retained by the current owners for future sale and/or development.

Because of time constraints associated with the sale, the owners are requesting preliminary plat and final plat approval at the same time. Since the Commission and Council are familiar with the site and have always encouraged reuse of the existing clinic building, this office supports approval of the preliminary and final plat of the Crystal Northwest Properties Second Addition as submitted.

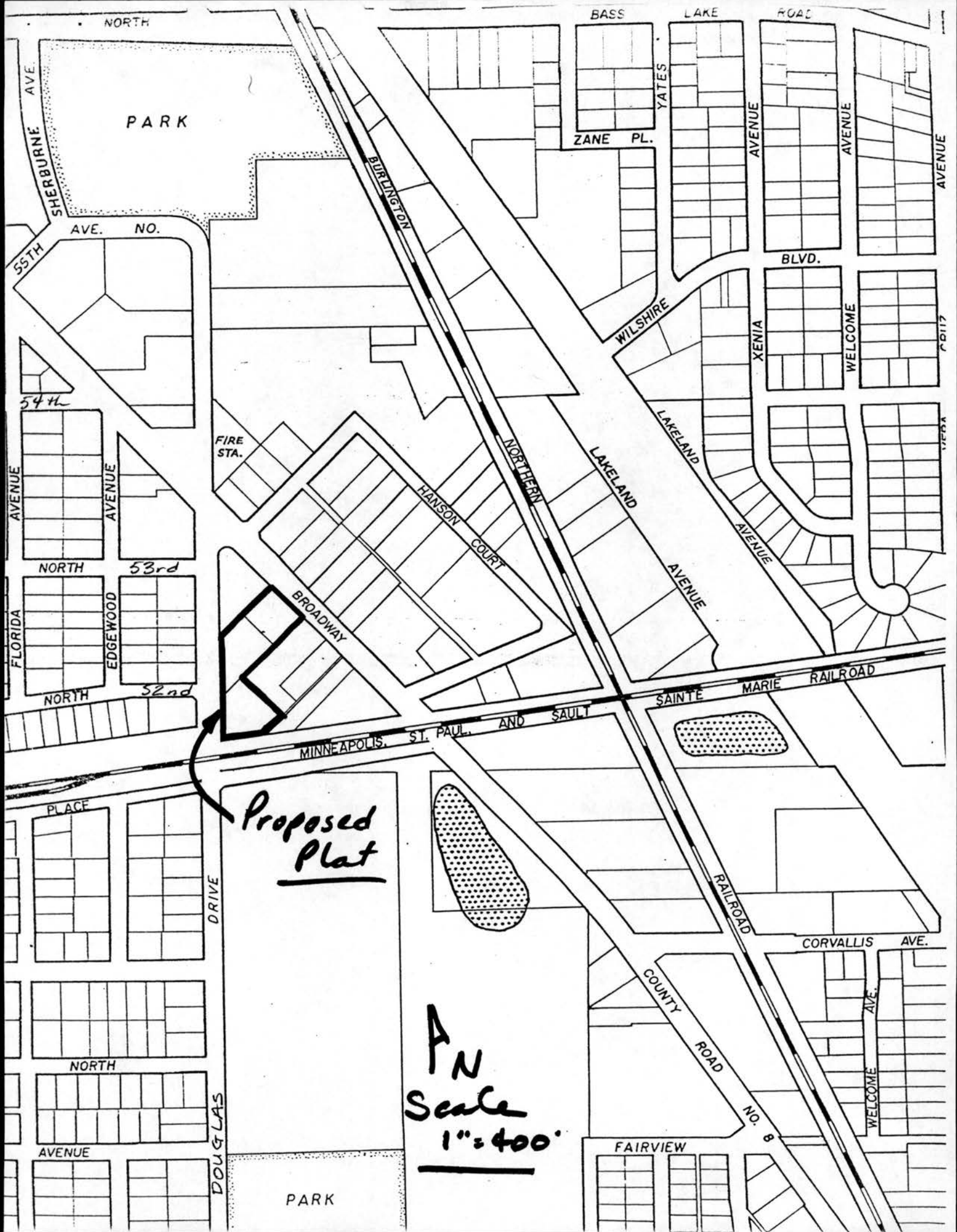


WM:jrs

Encls

7/21/89 UPDATE

On July 10 the Planning Commission recommended approval of the preliminary and final plat of the Crystal Northwest Properties Second Addition.



NORTH

BASS LAKE ROAD

PARK

SHERBURNE AVE.

AVE. NO.

ZANE PL.

YATES

AVENUE

AVENUE

AVENUE

55TH

BLVD.

WILSHIRE

XENIA

WELCOME

WELCOME

54th

FIRE STA.

HANSON COURT

NORTHERN

LAKELAND

LAKELAND

AVENUE

AVENUE

AVENUE

NORTH

53rd

FLORIDA

EDGEWOOD

NORTH

52nd

BROADWAY

SAINT MARIE RAILROAD

MINNEAPOLIS, ST. PAUL, AND SAULT

PLACE

Proposed Plat

DRIVE

NORTH

AVENUE

DOUGLAS

PARK

A N
Scale
1" = 400'

COUNTY ROAD

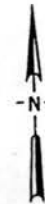
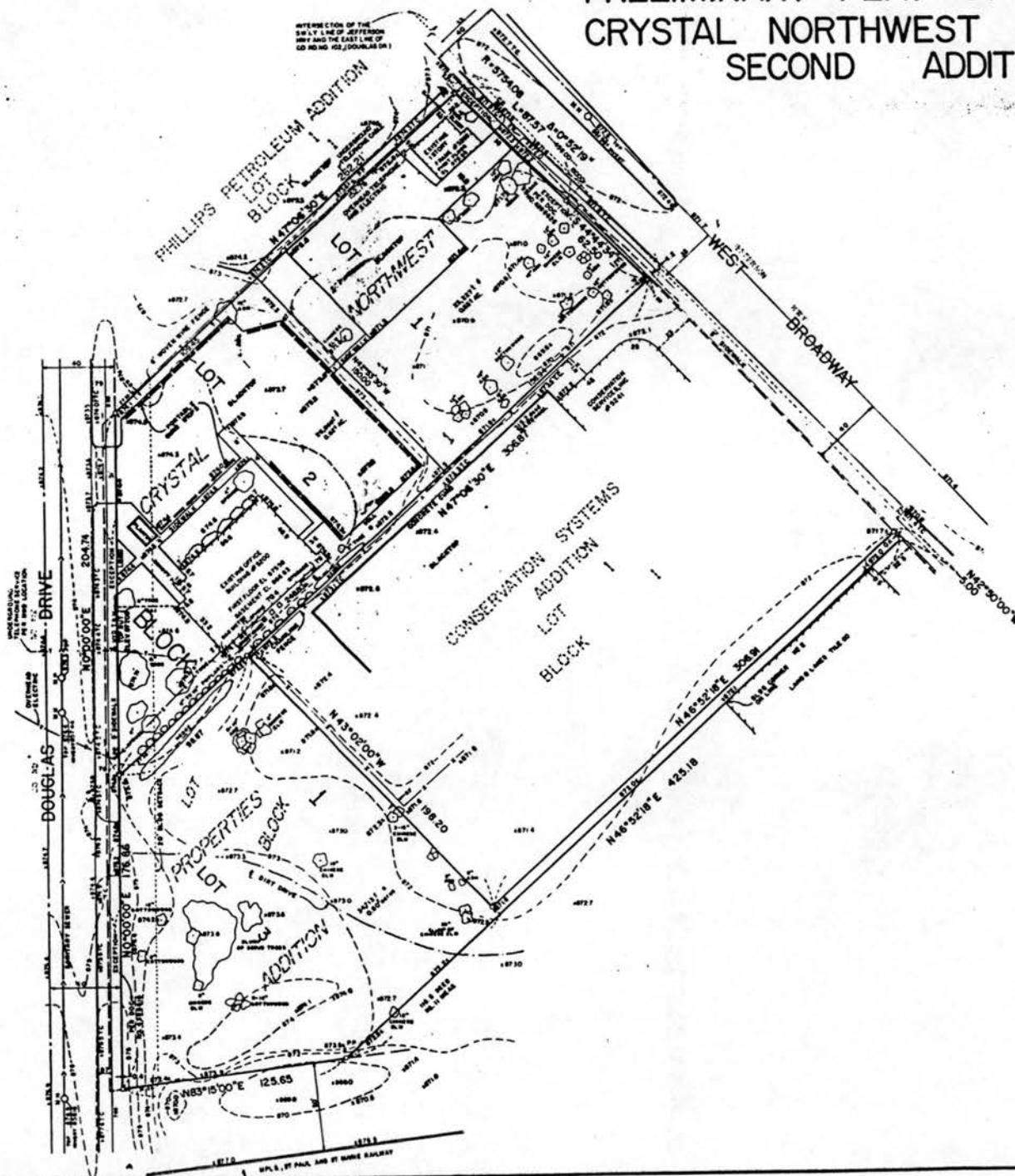
NO. 8

FAIRVIEW

CORVALLIS AVE.

WELCOME AVE.

PRELIMINARY PLAT OF: CRYSTAL NORTHWEST PROPERTIES SECOND ADDITION



SCALE: 1" = 30'
 ○ DENOTES IRON MONUMENT
 BUILDING SETBACK REQUIREMENTS
 - FRONT YARD 20 FEET
 - SIDE YARD DEPENDS ON TYPE
 OF CONSTRUCTION, WHICH MUST
 BE APPROVED BY THE CITY.

PROPERTY DESCRIPTION

Lot 1, Block 1, CRYSTAL NORTHWEST PROPERTIES ADDITION,
 Hennepin County, Minnesota.

I hereby certify that this survey plan or report was prepared by me or under my direct supervision and that I am a duly registered land surveyor under the laws of the State of Minnesota.

W. Brown
 W. Brown, R.L.S., M.S., REG. NO. 15230

June 29, 1989

C.R. DOC. NO.

[illegible]

NW COR. SEC 9, T. 28, R. 21
(H&H CO. MON.)

W. LINE OF THE NW 1/4, NW 1/4, SEC. 9, T. 110, R. 21.

W. BROWN LAND SURVEYING, INC.
SHEET 2 OF 2 SHEETS

Res. 89-48

**RESOLUTION COMMENDING
MISS MINNESOTA NATIONAL TEEN-AGER
KIM KANTOROWICZ**

WHEREAS, Kim Kantorowicz, eighteen years of age, of 4231 Georgia Avenue North, Crystal, Minnesota, was a contestant for Miss Minnesota National Teen-Ager, and

WHEREAS, contestants were judged on poise and personality, appearance and scholastic achievement, and

WHEREAS, on July 1, 1989, Kim Kantorowicz was crowned Miss Minnesota National Teen-Ager, and will represent Minnesota at the Miss National Teen-Ager Pageant held in Orlando, Florida in early August,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Crystal offers its congratulations to Kim Kantorowicz for her achievement and best wishes as she approaches the National Pageant.

Adopted by the Crystal City Council this 1st day of August, 1989.

Mayor

ATTEST:

City Clerk

1100.19. Lawful Gambling. Subdivision 1. General Rule. Pursuant to the provisions of Minnesota Statutes, Section 340A.410, Subdivision 2, gambling equipment may be kept or operated and raffles may be conducted on licensed premises and adjoining rooms when such activities are licensed by the Charitable Gambling Control Board under Minnesota Statutes, Sections 349.11 to 349.213. Non-profit organizations licensed by the Charitable Gambling Control Board may conduct gambling on the licensed premises or adjoining rooms of on-sale establishments provided such gambling is in compliance with this provision and the requirements of this subsection are complied with.

Subd. 2. City Review. Prior to the review and approval of the license, the Charitable Gambling Control Board shall first notify the City of the receipt of the application. The City shall then be permitted a reasonable time to review the application request and report its finding and recommendations to the Charitable Gambling Board before the license is issued by it.

Subd. 3. Eligible Licenses. Only non-profit organizations which have operated for at least three years within the City and with a membership of at least fifteen members shall be permitted to conduct gambling operations within premises licensed by the Board.

Subd. 4. Limit of Licenses. On-sale establishments authorized to allow gambling shall be limited to one yearly lessee at premises licensed for on-sale liquor sales within the City provided, however that the City Council may by resolution authorize more than one organization to conduct lawful gambling activities at various locations for a limited period in connection with an annual civic celebration.

Subd. 5. Hours. A licensed non-profit organization shall be permitted to operate during the hours of operation permitted to the licensed on-sale establishment.

Subd. 6. Leases. A copy of any lease agreement between a non-profit organization and an on-sale licensee must be filed with the City Clerk within one week after execution of the lease. The lease shall specifically provide that lessee shall operate only after issuance of a license and shall be subject to the terms of this Subsection.

Subd. 7. Leases: Rentals. A lease agreement between a non-profit organization and an on-sale establishment may not provide for rental payments based on a percentage of receipts or profits from lawful gambling.

Subd. 8. Contributions to City. 10 cents of each dollar of profits from lawful gambling within the City shall be pledged and annually, prior to December 1, contributed to the City by the organization for use in lawful purposes as defined in Minnesota Statutes, Section 349.12, Subd. 11, (a)(b) and (c) and specified in a Council resolution. For purposes of this subdivision the term "net profits" means profits less amounts expended for allowable expenses; the terms "profits" and "allowable expenses" have the meanings given them by Minnesota Statutes, Chapter 349 and rules and regulations promulgated thereunder. If an organization certifies to the City that at least 10% of its net profits have been expended in the City for the lawful purposes specified by the City, the payment required by this subdivision need not be made. (Amended, Ord. No. 88-2, Sec. 1)

Subd. 9. (Repealed, Ord. No. 88-2, Sec. 2).

Subd. 10. Filing. Non-profit organizations shall file with the City Clerk copies of all records and reports filed with the Charitable Gambling Control Board pursuant to Minnesota Statutes, Chapter 349 and the rules and regulations promulgated thereunder.

Subd. 11. Gambling Tax.

a) Imposed. Pursuant to the authority granted by Minnesota Statutes, Section 349.212, Subdivision 5, there is hereby levied a tax in the amount of three percent on the gross receipts of an organization conducting lawful gambling in the City. The term "gross receipts" means all receipts in the licensed year of the organization less prizes actually paid by the organization.

b) Reports. A gambling organization required to pay the tax imposed by this subsection must submit the tax and the following information to the City Manager no later than 15 days after the end of the tenth month of the first licensed year and annually thereafter:

(i) the amount of gross receipts of the licensed organization for the licensed year;

(ii) the amount of the tax due for the licensed year;

(iii) the method of accounting used to determine gross receipts;
and

(iv) such other information as the Manager may require to enable a determination of compliance with this subdivision.

c) Examination of Report. The Manager may make such investigations as deemed necessary to determine the correctness of the tax paid. If the tax paid is greater than required, the Manager will pay any excess to the organization. If the tax paid is less than due the total amount due shall be paid within ten days after receipt of a notice of deficiency given by the City Manager to the organization. The calculations of the City Manager as to the amount of the tax due are conclusive.

d) Approval of License. The City Council will not approve an application for a license or license renewal to the Gambling Control Board of an organization that has failed to pay the tax or any deficiency imposed by this subdivision.

e) Proceeds. The proceeds of the tax imposed by this subdivision are deposited in the general fund of the City and used solely to defray the costs and expenses of regulating lawful gambling in the City and the administration of this subdivision.

f) Administration. The City Manager is responsible for the administration of the tax. The City Attorney may initiate appropriate actions to collect a tax or any deficiency not paid when due.

For Jerry (Dept of
Rev Special Taxes)

3% tax can be
charged by the
governing board to
cover the regulation
of lawful gambling.

(proceeds cannot exceed
3% of gross receipts
from all gambling
sources (loss prizes
payout - not receipts)

Cannot use monies for
anything other than to
regulate lawful gambling

CITY OF CRYSTAL
CHARITABLE GAMBLING ACTIVITY - SUMMARY

ORGANIZATION	CITY IMPOSED 3% TAX			TAX PAID TO CITY
	1988	1989	TOTAL	
Celebrity Bowl Charities (Doyles Lanes)	1,005.00	1,409.24	2,414.24	0.00
MN Therapeutic Camp (Rostamos)	6,202.97	1,352.28	7,555.25	0.00
Cystic Fibrosis Foundation (Nicklows)	14,553.30	4,704.81	19,258.11	19,262.61
Minneapolis/Crystal Elks	576.13	336.38	912.51	0.00
Knights of Columbus #3656	4,874.40	2,509.47	7,383.87	0.00
Church of All Saints	16,259.09	7,791.35	24,050.44	11,169.80
VFW Post #494	6,837.32	3,308.94	10,146.26	0.00
TOTAL	50,308.21	21,412.47	71,720.68	30,432.41

NOTE: Does not include any tax imposed on the Crystal Lions due to no monthly gambling report submitted to the City.

CELEBRITY BOWL CHARITIES, INC. (DOYLES LANES)
GAMBLING ACTIVITY - 1988

MONTH	YEAR	(A) GROSS RECEIPTS	(B) PRIZES PAID	(C) NET RECEIPTS	CITY IMPOSED 3% TAX
January	1988	NO ACTIVITY		0.00	0.00
February	1988	NO ACTIVITY		0.00	0.00
March	1988	NO ACTIVITY		0.00	0.00
April	1988	NO ACTIVITY		0.00	0.00
May	1988	NO ACTIVITY		0.00	0.00
June	1988	NO ACTIVITY		0.00	0.00
July	1988	NO ACTIVITY		0.00	0.00
August	1988	NO ACTIVITY		0.00	0.00
September	1988	27,182.00	21,748.00	5,434.00	163.02
October	1988	55,257.00	44,127.00	11,130.00	333.90
November	1988	40,905.50	32,574.00	8,331.50	249.95
December	1988	44,095.50	35,491.00	8,604.50	258.14
Total Year-To-Date		167,440.00	133,940.00	33,500.00	1,005.00
City Imposed Tax Paid					0.00
Tax Due to City					1,005.00

CELEBRITY BOWL CHARITIES, INC. (DOYLES LANES)
GAMBLING ACTIVITY - 1989 (As of 05/31/89)

MONTH	YEAR	(A) GROSS RECEIPTS	(B) PRIZES PAID	(C) NET RECEIPTS	CITY IMPOSED 3% TAX
January	1989	57,211.00	46,078.00	11,133.00	333.99
February	1989	56,411.00	45,409.00	11,002.00	330.06
March	1989	65,256.50	53,128.00	12,128.50	363.86
April	1989	54,615.00	44,479.00	10,136.00	304.08
May	1989	18,593.00	16,018.00	2,575.00	77.25
June	1989			0.00	0.00
July	1989			0.00	0.00
August	1989			0.00	0.00
September	1989			0.00	0.00
October	1989			0.00	0.00
November	1989			0.00	0.00
December	1989			0.00	0.00
Total Year-To-Date		252,086.50	205,112.00	46,974.50	1,409.24
City Imposed Tax Paid					0.00
Tax Due to City					1,409.24

MINNESOTA THERAPEUTIC CAMP, INC
GAMBLING ACTIVITY - 1988

MONTH	YEAR	(A) GROSS RECEIPTS	(B) PRIZES PAID	(C) NET RECEIPTS	CITY IMPOSED 3% TAX
January	1988	121,771.00	96,701.00	25,070.00	752.10
February	1988	194,880.59	156,904.00	37,976.59	1,139.30
March	1988	198,035.00	161,671.50	36,363.50	1,090.91
April	1988	121,891.50	99,925.00	21,966.50	659.00
May	1988	140,298.50	115,628.00	24,670.50	740.12
June	1988	31,406.00	25,352.00	6,054.00	181.62
July	1988	44,068.00	36,817.00	7,251.00	217.53
August	1988	35,707.50	29,000.00	6,707.50	201.23
September	1988	21,445.00	17,587.00	3,858.00	115.74
October	1988	131,856.00	107,725.00	24,131.00	723.93
November	1988	81,995.00	69,278.00	12,717.00	381.51
December	1988	NO REPORT		0.00	0.00
Total Year-To-Date		1,123,354.09	916,588.50	206,765.59	6,202.97
City Imposed Tax Paid					0.00
Tax Due to City					6,202.97

MINNESOTA THERAPEUTIC CAMP, INC
 GAMBLING ACTIVITY - 1989 (As of 5/31/89)

MONTH	YEAR	(A) GROSS RECEIPTS	(B) PRIZES PAID	(C) NET RECEIPTS	CITY IMPOSED 3% TAX
January	1989	NO REPORT		0.00	0.00
February	1989	53,853.00	45,762.00	8,091.00	242.73
March	1989	81,061.00	70,415.00	10,646.00	319.38
April	1989	88,944.00	75,706.00	13,238.00	397.14
May	1989	82,602.00	69,501.00	13,101.00	393.03
June	1989			0.00	0.00
July	1989			0.00	0.00
August	1989			0.00	0.00
September	1989			0.00	0.00
October	1989			0.00	0.00
November	1989			0.00	0.00
December	1989			0.00	0.00
Total Year-To-Date		306,460.00	261,384.00	45,076.00	1,352.28
City Imposed Tax Paid					0.00
Tax Due to City					1,352.28

CYSTIC FIBROSIS FOUNDATION MINNESOTA CHAPTER
GAMBLING ACTIVITY - 1988

MONTH	YEAR	(A) GROSS RECEIPTS	(B) PRIZES PAID	(C) NET RECEIPTS	CITY IMPOSED 3% TAX
January	1988	269,393.00	225,452.00	43,941.00	1,318.23
February	1988	165,888.00	140,941.00	24,947.00	748.41
March	1988	336,004.00	286,424.00	49,580.00	1,487.40
April	1988	251,595.00	214,723.00	36,872.00	1,106.16
May	1988	237,958.00	202,793.00	35,165.00	1,054.95
June	1988	327,020.00	278,189.00	48,831.00	1,464.93
July	1988	231,974.00	196,826.00	35,148.00	1,054.44
August	1988	252,163.00	210,391.00	41,772.00	1,253.16
September	1988	201,552.00	168,152.00	33,400.00	1,002.00
October	1988	320,477.00	267,513.00	52,964.00	1,588.92
November	1988	273,190.00	231,357.00	41,833.00	1,254.99
December	1988	271,829.00	231,172.00	40,657.00	1,219.71
Total Year-To-Date		<u>3,139,043.00</u>	<u>2,653,933.00</u>	<u>485,110.00</u>	14,553.30
City Imposed Tax Paid					14,556.30
Tax Due to City					<u>(3.00)</u>

CYSTIC FIBROSIS FOUNDATION MINNESOTA CHAPTER
GAMBLING ACTIVITY - 1989 (As of 04/30/89)

MONTH	YEAR	(A) GROSS RECEIPTS	(B) PRIZES PAID	(C) NET RECEIPTS	CITY IMPOSED 3% TAX
January	1989	230,231.00	195,056.00	35,175.00	1,055.25
February	1989	219,540.00	183,682.00	35,858.00	1,075.74
March	1989	287,509.00	242,526.00	44,983.00	1,349.49
April	1989	251,147.00	210,336.00	40,811.00	1,224.33
May	1989			0.00	0.00
June	1989			0.00	0.00
July	1989			0.00	0.00
August	1989			0.00	0.00
September	1989			0.00	0.00
October	1989			0.00	0.00
November	1989			0.00	0.00
December	1989			0.00	0.00
Total Year-To-Date		988,427.00	831,600.00	156,827.00	4,704.81
City Imposed Tax Paid					4,706.31
Tax Due to City					(1.50)

MINNEAPOLIS/CRYSTAL ELKS 44
GAMBLING ACTIVITY - 1988

MONTH	YEAR	(A) GROSS RECEIPTS	(B) PRIZES PAID	(C) NET RECEIPTS	CITY IMPOSED 3% TAX
January	1988	2,016.00	1,510.00	506.00	15.18
February	1988	3,376.00	2,780.00	596.00	17.88
March	1988	8,567.00	6,597.00	1,970.00	59.10
April	1988	1,788.00	1,298.00	490.00	14.70
May	1988	4,067.00	3,088.00	979.00	29.37
June	1988	8,783.00	6,874.00	1,909.00	57.27
July	1988	12,678.50	10,348.00	2,330.50	69.92
August	1988	12,408.00	10,040.00	2,368.00	71.04
September	1988	14,575.50	11,973.00	2,602.50	78.08
October	1988	8,161.00	6,608.19	1,552.81	46.58
November	1988	12,357.00	10,342.00	2,015.00	60.45
December	1988	11,242.00	9,356.49	1,885.51	56.57
Total Year-To-Date		100,019.00	80,814.68	19,204.32	576.13
City Imposed Tax Paid					0.00
Tax Due to City					576.13

MINNEAPOLIS/CRYSTAL ELKS 44
 GAMBLING ACTIVITY - 1989 (As of 05/31/89)

MONTH	YEAR	(A) GROSS RECEIPTS	(B) PRIZES PAID	(C) NET RECEIPTS	CITY IMPOSED 3% TAX
January	1989	16,057.00	13,421.45	2,635.55	79.07
February	1989	19,397.00	15,835.30	3,561.70	106.85
March	1989	12,118.00	10,192.00	1,926.00	57.78
April	1989	9,958.00	8,288.00	1,670.00	50.10
May	1989	7,619.00	6,199.50	1,419.50	42.59
June	1989			0.00	0.00
July	1989			0.00	0.00
August	1989			0.00	0.00
September	1989			0.00	0.00
October	1989			0.00	0.00
November	1989			0.00	0.00
December	1989			0.00	0.00
Total Year-To-Date		65,149.00	53,936.25	11,212.75	336.38
City Imposed Tax Paid					0.00
Tax Due to City					336.38

KNIGHTS OF COLUMBUS #3656
GAMBLING ACTIVITY - 1988

MONTH	YEAR	(A) GROSS RECEIPTS	(B) PRIZES PAID	(C) NET RECEIPTS	CITY IMPOSED 3% TAX
January	1988	45,472.00	33,149.00	12,323.00	369.69
February	1988	57,098.00	42,266.00	14,832.00	444.96
March	1988	40,469.00	28,401.00	12,068.00	362.04
April	1988	43,361.00	32,271.00	11,090.00	332.70
May	1988	59,003.00	44,904.00	14,099.00	422.97
June	1988	39,699.00	30,367.00	9,332.00	279.96
July	1988	50,356.00	36,720.00	13,636.00	409.08
August	1988	61,472.00	43,899.00	17,573.00	527.19
September	1988	56,192.00	42,950.00	13,242.00	397.26
October	1988	49,301.00	37,231.00	12,070.00	362.10
November	1988	49,956.00	33,323.00	16,633.00	498.99
December	1988	53,341.00	37,759.00	15,582.00	467.46
Total Year-To-Date		605,720.00	443,240.00	162,480.00	4,874.40
City Imposed Tax Paid					0.00
Tax Due to City					4,874.40

KNIGHTS OF COLUMBUS #3656
 GAMBLING ACTIVITY - 1989 (As of 06/30/89)

MONTH	YEAR	(A) GROSS RECEIPTS	(B) PRIZES PAID	(C) NET RECEIPTS	CITY IMPOSED 3% TAX
January	1989	48,929.00	36,001.00	12,928.00	387.84
February	1989	47,025.00	35,240.00	11,785.00	353.55
March	1989	42,683.00	31,014.00	11,669.00	350.07
April	1989	65,794.00	48,179.00	17,615.00	528.45
May	1989	44,393.00	32,012.00	12,381.00	371.43
June	1989	57,354.00	40,083.00	17,271.00	518.13
July	1989			0.00	0.00
August	1989			0.00	0.00
September	1989			0.00	0.00
October	1989			0.00	0.00
November	1989			0.00	0.00
December	1989			0.00	0.00
Total Year-To-Date		306,178.00	222,529.00	83,649.00	2,509.47
City Imposed Tax Paid					0.00
Tax Due to City					2,509.47

CHURCH OF ALL SAINTS - CHARITABLE FOUNDATION
GAMBLING ACTIVITY - 1988

MONTH	YEAR	(A) GROSS RECEIPTS	(B) PRIZES PAID	(C) NET RECEIPTS	CITY IMPOSED 3% TAX
January	1988	241,613.50	202,132.50	39,481.00	1,184.43
February	1988	214,596.00	181,993.00	32,603.00	978.09
March	1988	260,863.50	218,649.00	42,214.50	1,266.44
April	1988	313,646.00	261,060.00	52,586.00	1,577.58
May	1988	269,046.50	224,256.00	44,790.50	1,343.72
June	1988	228,642.50	192,114.00	36,528.50	1,095.86
July	1988	310,759.00	262,210.00	48,549.00	1,456.47
August	1988	299,931.50	252,722.50	47,209.00	1,416.27
September	1988	325,950.50	276,269.50	49,681.00	1,490.43
October	1988	318,895.00	267,786.50	51,108.50	1,533.26
November	1988	296,528.00	250,634.50	45,893.50	1,376.81
December	1988	316,928.00	265,603.00	51,325.00	1,539.75
Total Year-To-Date		<u>3,397,400.00</u>	<u>2,855,430.50</u>	<u>541,969.50</u>	<u>16,259.09</u>
City Imposed Tax Paid					<u>6,819.21</u>
Tax Due to City					<u>9,439.88</u>

CHURCH OF ALL SAINTS - CHARITABLE FOUNDATION
GAMBLING ACTIVITY - 1989 (As of 05/31/89)

MONTH	YEAR	(A) GROSS RECEIPTS	(B) PRIZES PAID	(C) NET RECEIPTS	CITY IMPOSED 3% TAX
January	1989	302,910.00	254,053.00	48,857.00	1,465.71
February	1989	346,746.50	292,136.00	54,610.50	1,638.32
March	1989	331,412.50	281,960.00	49,452.50	1,483.58
April	1989	316,825.50	263,900.00	52,925.50	1,587.77
May	1989	336,472.00	282,606.00	53,866.00	1,615.98
June	1989			0.00	0.00
July	1989			0.00	0.00
August	1989			0.00	0.00
September	1989			0.00	0.00
October	1989			0.00	0.00
November	1989			0.00	0.00
December	1989			0.00	0.00
Total Year-To-Date		<u>1,634,366.50</u>	<u>1,374,655.00</u>	<u>259,711.50</u>	<u>7,791.35</u>
City Imposed Tax Paid					4,350.59
Tax Due to City					<u>3,440.76</u>

VFW POST #494
GAMBLING ACTIVITY - 1988

MONTH	YEAR	(A) GROSS RECEIPTS	(B) PRIZES PAID	(C) NET RECEIPTS	CITY IMPOSED 3% TAX
January	1988	60,099.70	42,777.00	17,322.70	519.68
February	1988	51,087.00	37,484.00	13,603.00	408.09
March	1988	64,088.00	46,396.00	17,692.00	530.76
April	1988	70,560.00	52,859.00	17,701.00	531.03
May	1988	60,535.00	43,245.00	17,290.00	518.70
June	1988	55,404.00	43,071.00	12,333.00	369.99
July	1988	77,689.00	58,452.00	19,237.00	577.11
August	1988	102,903.00	79,817.00	23,086.00	692.58
September	1988	122,570.00	96,552.00	26,018.00	780.54
October	1988	100,102.00	77,628.00	22,474.00	674.22
November	1988	115,829.00	93,482.00	22,347.00	670.41
December	1988	99,751.00	80,944.00	18,807.00	564.21
Total Year-To-Date		980,617.70	752,707.00	227,910.70	6,837.32
City Imposed Tax Paid					0.00
Tax Due to City					6,837.32

VFW POST #494
 GAMBLING ACTIVITY - 1989 (As of 05/31/89)

MONTH	YEAR	(A) GROSS RECEIPTS	(B) PRIZES PAID	(C) NET RECEIPTS	CITY IMPOSED 3% TAX
January	1989	129,152.00	104,498.00	24,654.00	739.62
February	1989	135,412.00	111,197.00	24,215.00	726.45
March	1989	123,780.00	103,288.00	20,492.00	614.76
April	1989	104,544.00	83,304.00	21,240.00	637.20
May	1989	112,918.00	93,221.00	19,697.00	590.91
June	1989			0.00	0.00
July	1989			0.00	0.00
August	1989			0.00	0.00
September	1989			0.00	0.00
October	1989			0.00	0.00
November	1989			0.00	0.00
December	1989			0.00	0.00
Total Year-To-Date		605,806.00	495,508.00	110,298.00	3,308.94
City Imposed Tax Paid					0.00
Tax Due to City					3,308.94

MEMORANDUM

DATE: August 1, 1989

TO: Jerry Dulgar, City Manager

FROM: Julie Jones, Community Development Coordinator *JA*
Bill Barber, Building Inspector

SUBJECT: Bids Selection on 4500 Adair Avenue North and
5625 Adair Avenue North

Bill Barber and myself have reviewed both bids for construction of single-family homes on 4500 and 5625 Adair Avenue North. We have concluded that the proposal received from A.W.B. Builders, Incorporated is the best proposal for the following reasons:

1. The home design proposed for 4500 Adair Avenue North is far superior to the design proposed for that lot in the other proposal.
2. Their proposal includes a foundation insulation rated at an R-10 value as opposed to an R-5 value in the other proposal.
3. Their design proposal for 5625 Adair Avenue North is almost exactly the same as the other proposal, however, it includes a slightly larger square footage layout at a lower price.
4. The specifications in each proposal include basically the same materials, however, the A.W.B. Builders proposal is at a lower price.

We recognized that \$50 could be saved if the City selected F & T Construction to construct the home at 4500 Adair Avenue North and selected A.W.B. Builders to build the home at 5625 Adair Avenue North. However, the home design proposed by A.W.B. Builders for 4500 Adair Avenue North includes 87 more square feet on the first level than the proposal by F & T Construction. It also includes a more workable floor plan.

Therefore, Bill and I have concluded that the City should award the bid for construction of single-family homes at 4500 Adair and 5625 Adair Avenue North to A.W.B. Builders, Incorporated. A resolution and supporting materials will be provided to the City Council at tonight's meeting.

kg

RESOLUTION NO. 89-_____

RESOLUTION AWARDING BID FOR THE
CONSTRUCTION OF TWO SINGLE-FAMILY HOMES

WHEREAS, the City of Crystal has applied for funds in the Minnesota Communities Program to finance first-time homebuyer mortgages on homes to be built under contract on two Scattered Site Acquisition lots within the City; and

WHEREAS, the City of Crystal advertised for bids for the construction of two single-family homes, one each at 4500 Adair Avenue North and 5625 Adair Avenue North; and

WHEREAS, two satisfactory bids were received for each lot and publicly opened on July 31, 1989 at 10:00 a.m. and tabulated as follows:

<u>Contractor</u>	<u>Amount</u> (both lots)
A.W.B. Builders, Inc.	\$114,700
F & T Construction	115,750

WHEREAS, staff has thoroughly reviewed each proposal and concludes that the most satisfactory proposal was received by A.W.B. Builders, Inc.;

THEREFORE, BE IT RESOLVED that the City Council of the City of Crystal, Minnesota accept the proposal of A.W.B. Builders, Inc. for the amount shown above, and

BE IT FURTHER RESOLVED that the Mayor and City Manager be authorized to sign such contract.

Adopted by the Crystal City Council this 1st day of August, 1989.

Mayor

6
CAB
COBG

ATTEST:

City Clerk

CITY OF CRYSTAL

INVITATION FOR CONTRACTOR PROPOSALS

Proposal Application

1. Location of Lots

Plans submitted are for the west 84 feet, except street, of Lot 5, Block 1, Wagner's garden tracts (4500 Adair Avenue North) and Lot 5, Block 2, Kennard's Addition (5625 Adair Avenue).

2. Construction Schedule

Contractor will be provided a written order to proceed by the City of Crystal. Contractor will complete proposed units within days of date of order to proceed. (Time period designated will be used in contract-for-deed to be executed by contractor.)

3. Unit Contract

This proposal is submitted with an understanding that:

- ☒ a. Contractor will build one or two units selected by City (note any variations in price related to number of units built). \$1,000.00
- ☐ b. Contractor will withdraw proposal if both units proposed are not selected by the City Council.
- ☐ c. Other

4. Building Cost

Costs quoted for construction should be base price not including alternates. Base price should include oak woodwork and cabinets, storm doors for each exterior door, double-glaze windows, and seeding of grass for front and back yards. Cost of alternates must be provided unless not applicable.

Base Price: 4500 Adair (\$56,500.00) \$115,750.00
5625 Adair (\$59,250.00)

Alternates:

Kitchen Appliances

Stove (circle Gas or Electric#	450.00	each
Refrigerator	810.00	each
Dishwasher	included	
Garbage Disposal	included	

Triple glaze windows
(above cost of double glaze)
Number of windows _____

Sod for front yard 600.00 each

Garage
(note if attached or detached)
Single - car
Double - car
Slab (double) only

included

Cost to complete unfinished areas
(if applicable#
Bath
Bedroom
Family Room

2000.00
11.00 per sq. ft
11.00 per sq. ft

5. Contractor Information

- a. Name of Company F & T Construction Inc.
(note if incorporated) 8950 Oakview Lane
Maple Grove Minn.
b. State of Incorporation 55369
(if applicable) Minnesota
c. Persons authorized to sign on behalf of company

Charles Tatro
Name

President
Title

Steve Faber
Name

Sec/tre
Title

Name

Title

6. I certify that the enclosed information is correct to the best of my knowledge, that I am an authorized signatory for my company, and that I will abide by the conditions established by the City of Crystal in its "Invitation for Contractor Proposals".

Charles Tatro
Signature

Charles F. Tatro
Typed or Printed Name

The features listed below are standard with your home and are included in the base price. Additions to, or deletions from, the base price are as detailed in the Option and Credits columns.
It is understood that the total home price below reflects only those items listed on this work sheet.

STANDARD FEATURES

2 x 6 walls	blacetop driveway
\$500.00 light fixture allowance	bathroom fans
\$1.50 per sq. ft. floorcovering allow	Smoke Detectors where required
Disposal	Wood railings <u>standard</u> - oak - other
Formica countertops	Steel entrance doors
Masonite siding (sides & back)	Gas forced air furnace (80% +)
100 amp electric service	Ceramic tile tub area (or shower)
Ventless range hood	Double garage
12" attic insulation (cellulose)	Oak trim
Double stainless steel sink	Oak cabinets
Single laundry tray	Drain tile
240# 3 tab seal down shingles	Caradco windows
Wood fascia	Dishwasher (\$300.00 allowance)
3/4 bath rough-in lower level	R-5 Foam on exterior of basement walls

Base Price of Home (Model #) 89227 A or B 53250

Cost of Homesite Lot _____ Block _____ - 0 -

Subtotal 53250

Non-Standard Items (Options and Credits)

BRICK AND CEDAR FRONT INCLUDED

10X12 DECK INCLUDED

168 ☒ BEDROOM IN BASEMENT AT 11⁰⁰/FT 1850⁰⁰

HEAD BOLT LOCKS (FRONT & BACK DOOR) INCLUDED

STORM DOORS (TWO) 400-

FLOOR TRUSS SYSTEM INCLUDED

HOME BUYERS WARRANTY INCLUDED

BONDING FEES AND INTEREST CHARGES 1200

22X22 GARAGE (ATTACHED) INCLUDED

Subtotal 3250⁰⁰

Total Price 56500-

Accepted By: _____
(buyer)

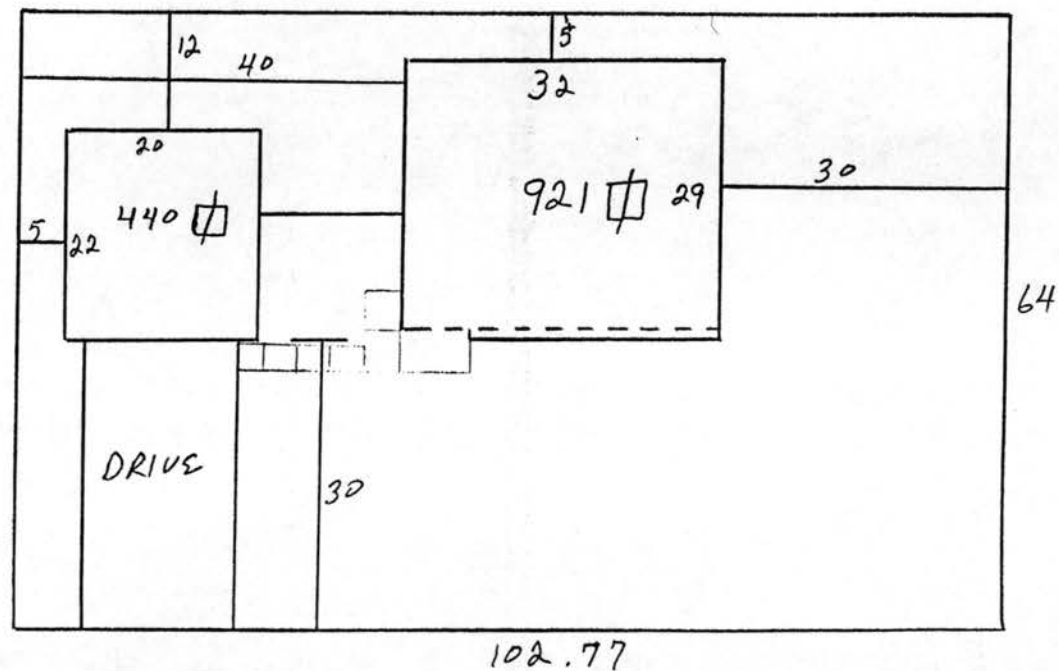
Date _____

(buyer) _____

Phones: Home _____ His work _____ her work _____

Builder _____

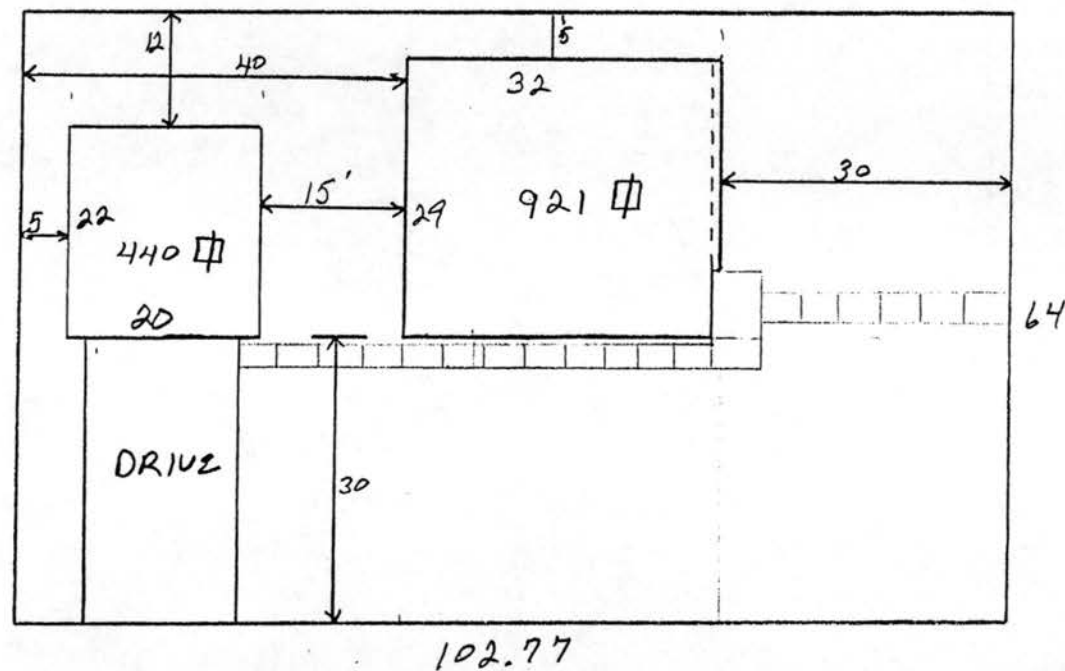
PLAN A. # 89227



ADAIR AVE.

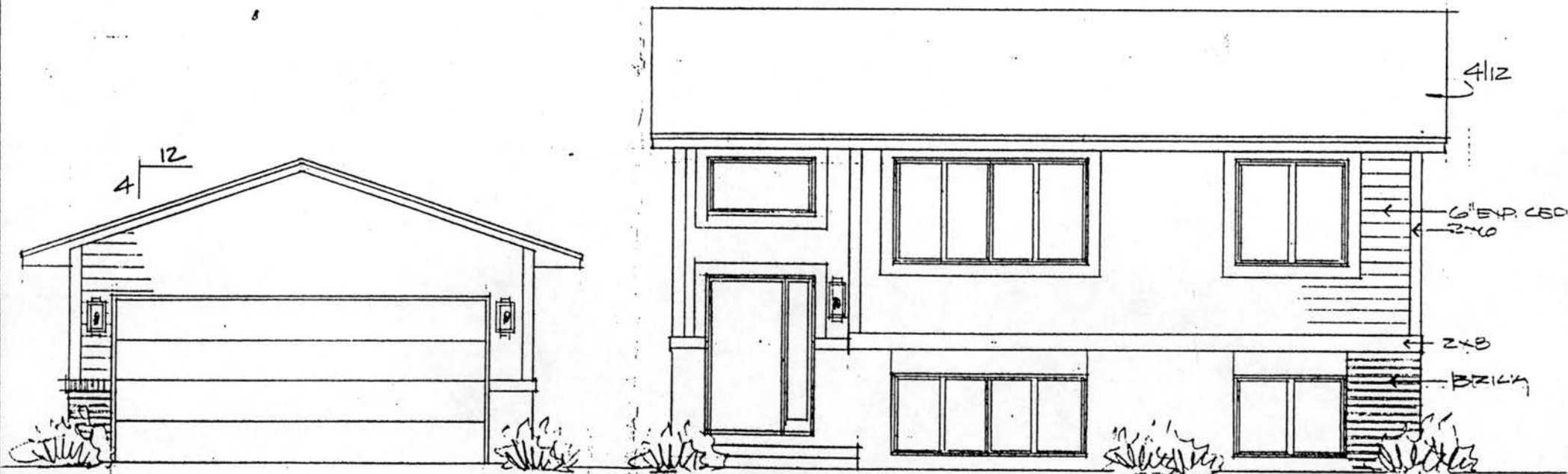
45TH AVE. N.

PLAN B. # 89227 B



45TH AVE. N.

ADAIR AVE.



FRONT ELEVATION

Sc: 1/4" = 1'-0"

OPTION "A" 4500 ADAIR AVE. N.

20'-0"

6'-0"

32'-0"

CARAGE
20x22

KIT
9'-0" x 11'-2"

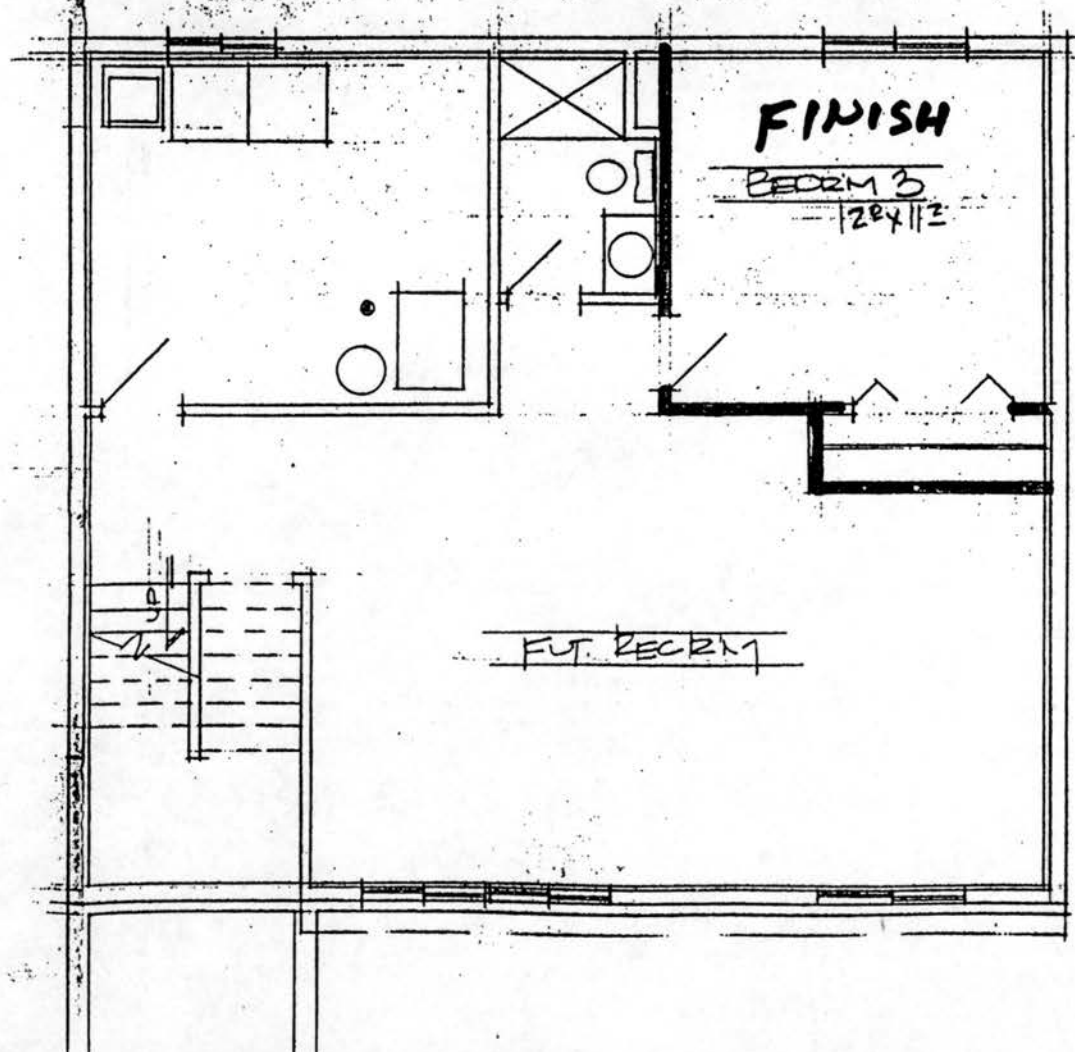
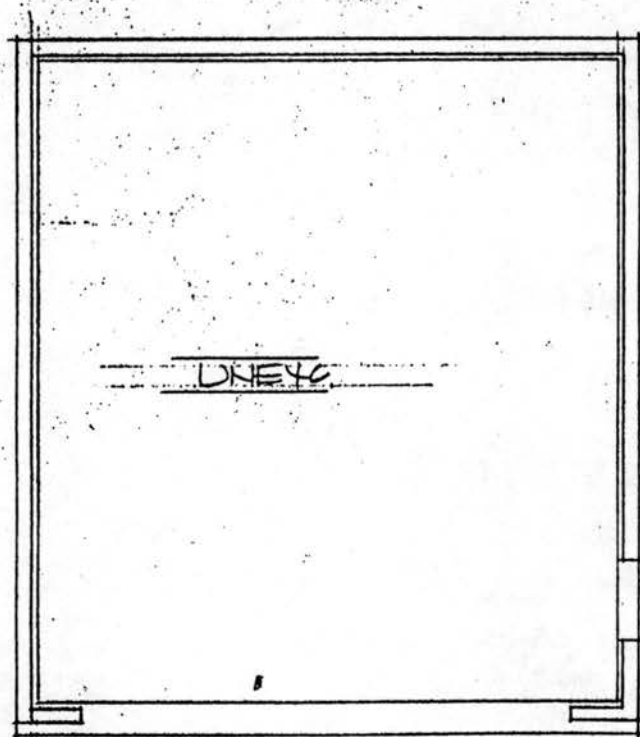
DINING
9'-0" x 11'-2"

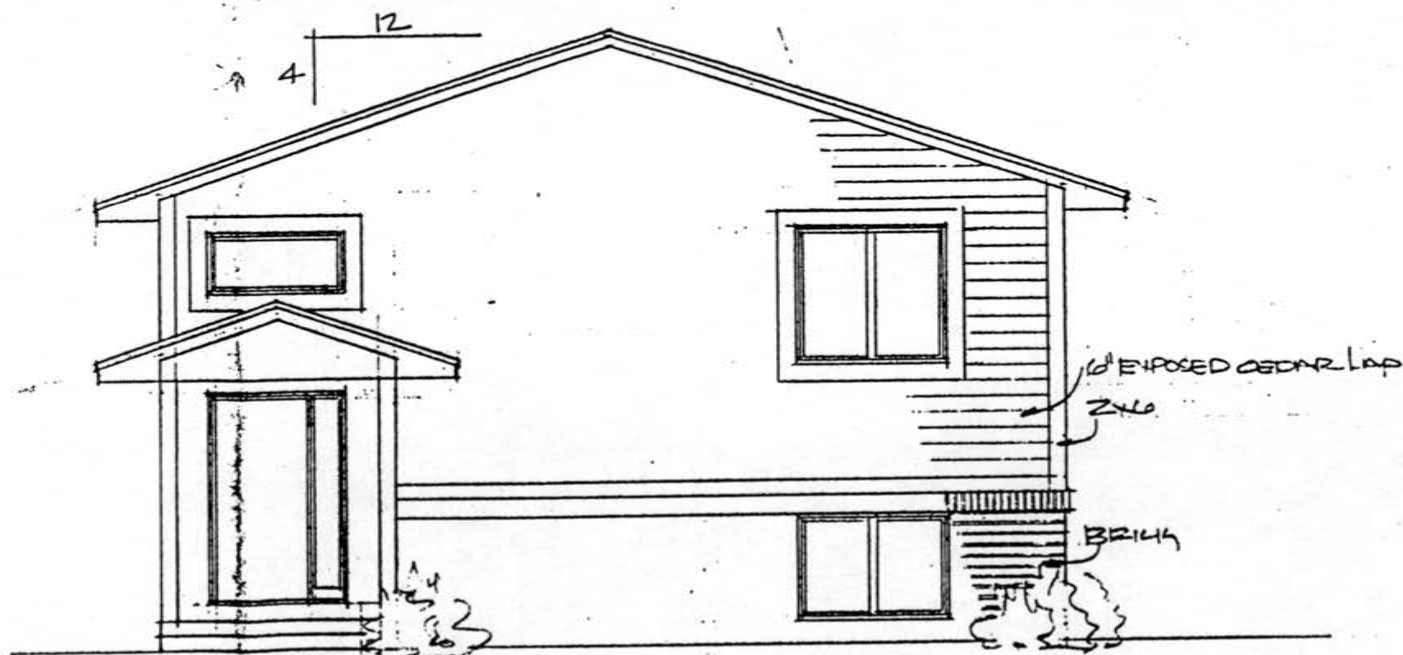
BEDRM 1
10'-2" x 11'-2"

LIVING
11'-2" x 16'-4"

BEDRM 2
10'-2" x 11'-2"

5'-10"
CARP.





FRONT ELEVATION

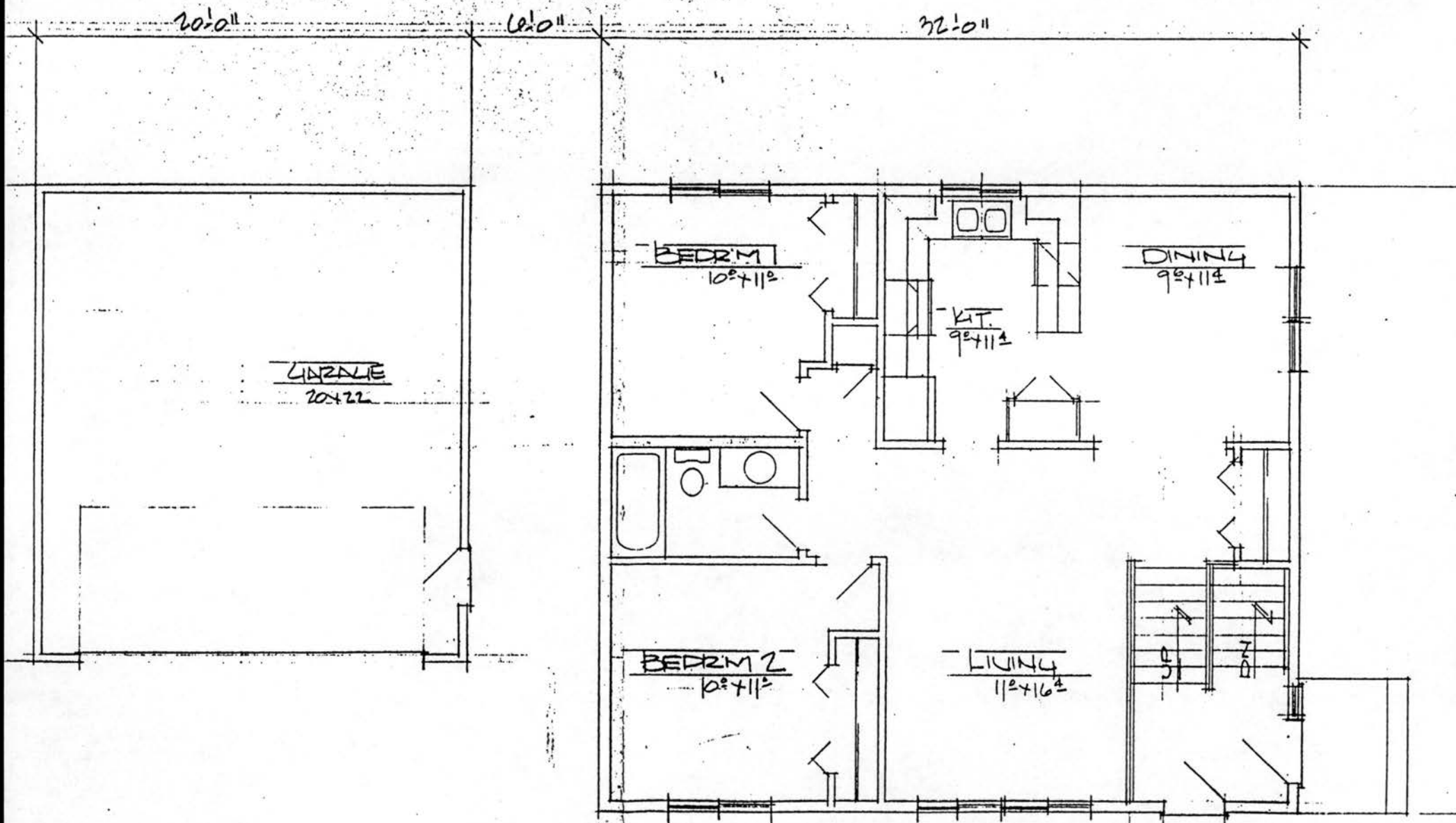
21'4" x 11'0"

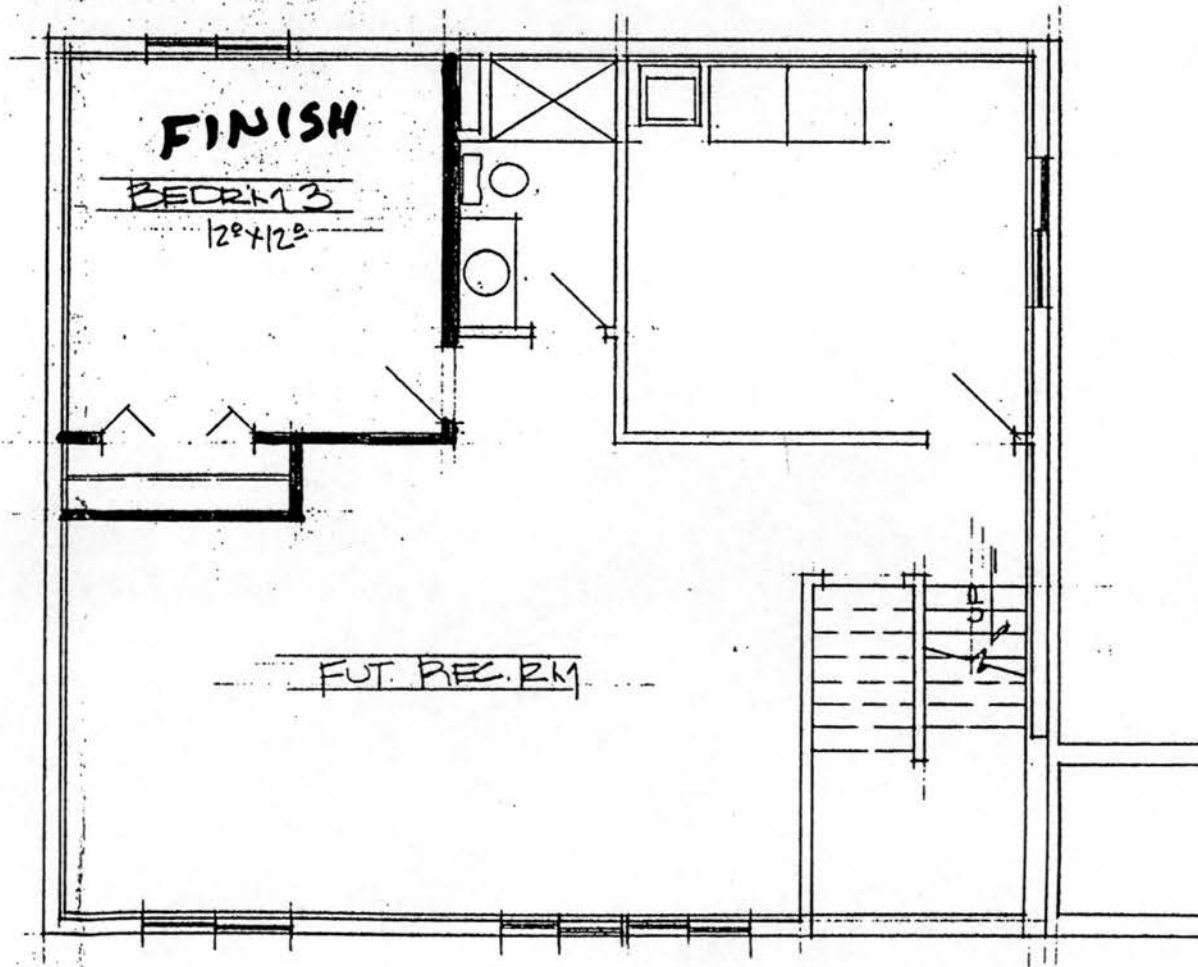
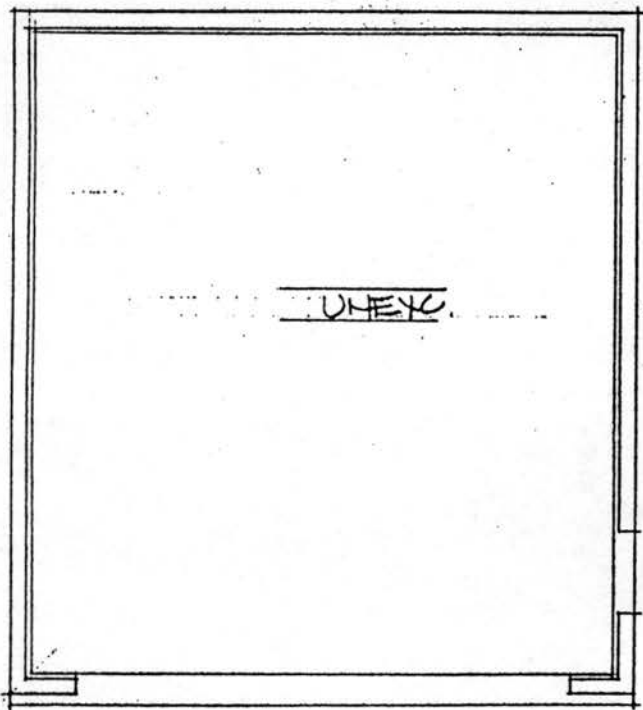
OPTION "B" 4500 ADAIR AVE. N.

NWD

NEW HOMES BY
F+T CONSTRUCTION

PLAN: 99227 B





The features listed below are standard with your home and are included in the base price. Additions to, or deletions from, the base price are as detailed in the Option and Credits columns.
It is understood that the total home price below reflects only those items listed on this work sheet.

STANDARD FEATURES

2 x 6 walls	blacetop driveway
\$500.00 light fixture allowance	bathroom fans
\$1.50 per sq. ft. floorcovering allow	Smoke Detectors where required
Disposal	Wood railings <u>standard</u> - oak - other
Formica countertops	Steel entrance doors
Masonite siding (sides & back)	Gas forced air furnace (80% +)
100 amp electric service	Ceramic tile tub area (or shower)
Ventless range hood	Double garage
12" attic insulation (cellulose)	Oak trim
Double stainless steel sink	Oak cabinets
Single laundry tray	Drain tile
240# 3 tab seal down shingles	Caradco windows
Wood facia	Dishwasher (\$300.00 allowance)
3/4 bath rough-in lower level	R-5 Foam on exterior of basement walls

Base Price of Home (Model #) 85239 56 000

Cost of Homesite Lot _____ Block _____ - 0 -

Subtotal 56 000

Non-Standard Items (Options and Credits)

<u>BRICK AND CEDAR FRONT</u>	<u>INCLUDED</u>
<u>IDX 12 DECK</u>	<u>INCLUDED</u>
<u>168 \square BEDROOM IN BASEMENT AT 11⁰⁰ / FT</u>	<u>1850⁰⁰</u>
<u>HEAD BOLT LOCKS (FRONT & BACK DOOR)</u>	<u>INCLUDED</u>
<u>STORM DOORS (TWO)</u>	<u>400-</u>
<u>FLOOR TRUSS SYSTEM</u>	<u>INCLUDED</u>
<u>HOME BUYERS WARRANTY</u>	<u>INCLUDED</u>
<u>BONDING FEES AND INTREST CHARGES</u>	<u>1000</u>
<u>22x22 GARAGE (ATTACHED)</u>	<u>INCLUDED</u>
_____	_____
_____	_____
_____	_____
_____	_____

Subtotal 3250⁰⁰

Total Price 5950⁰⁰

Accepted By: _____

(buyer)

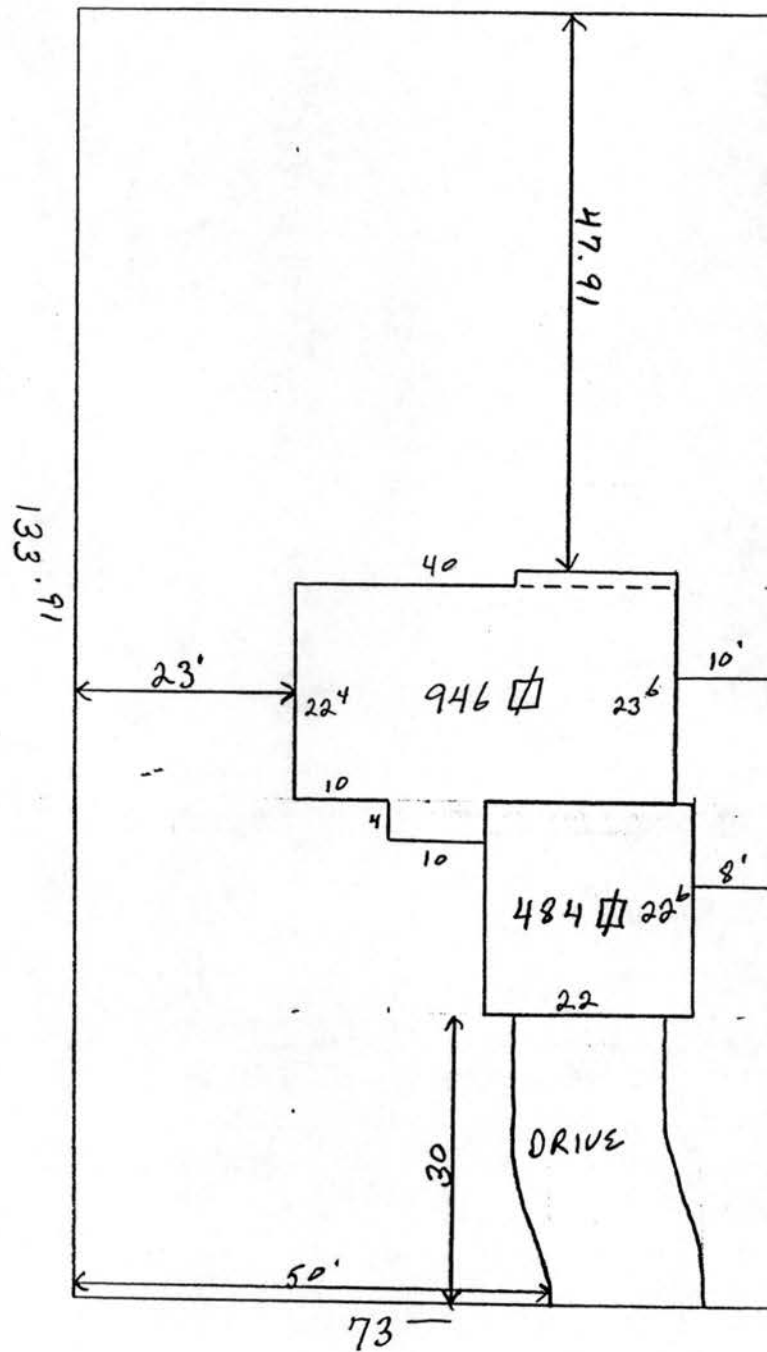
Date _____

(buyer)

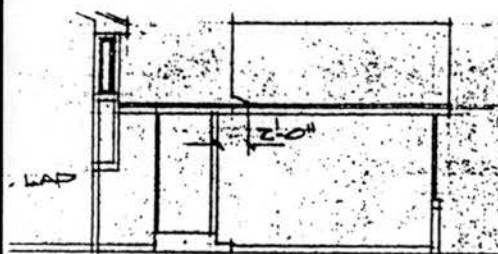
Phones: Home _____ His work _____ her work _____

Builder _____ date _____

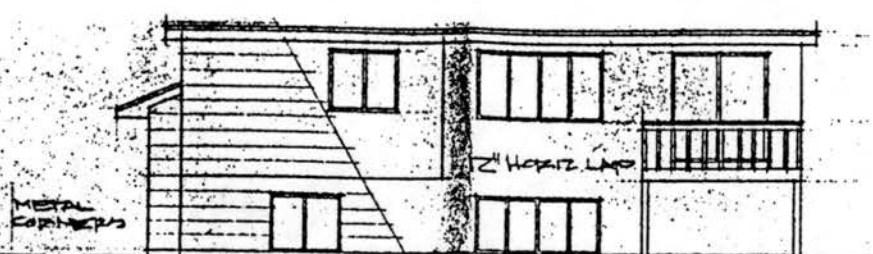
5625 Adair Ave. N.



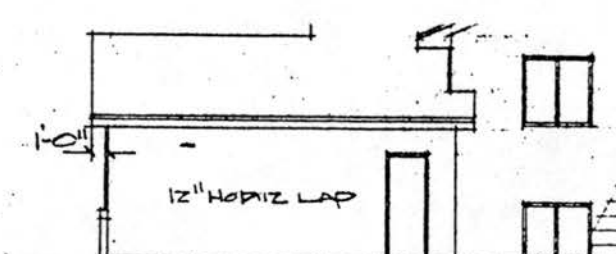
AD AIR AVE.



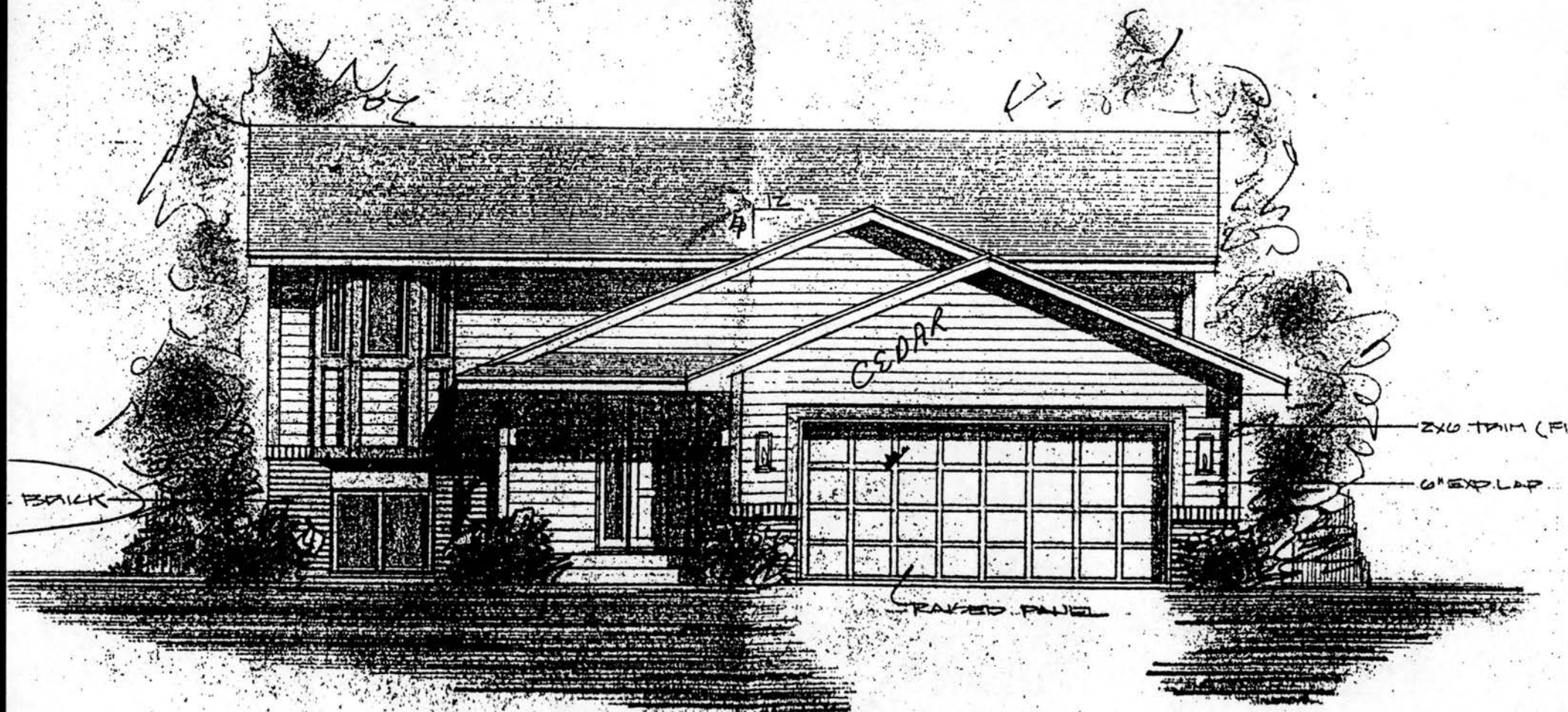
ELEV SCALE 1/8"=1'-0"



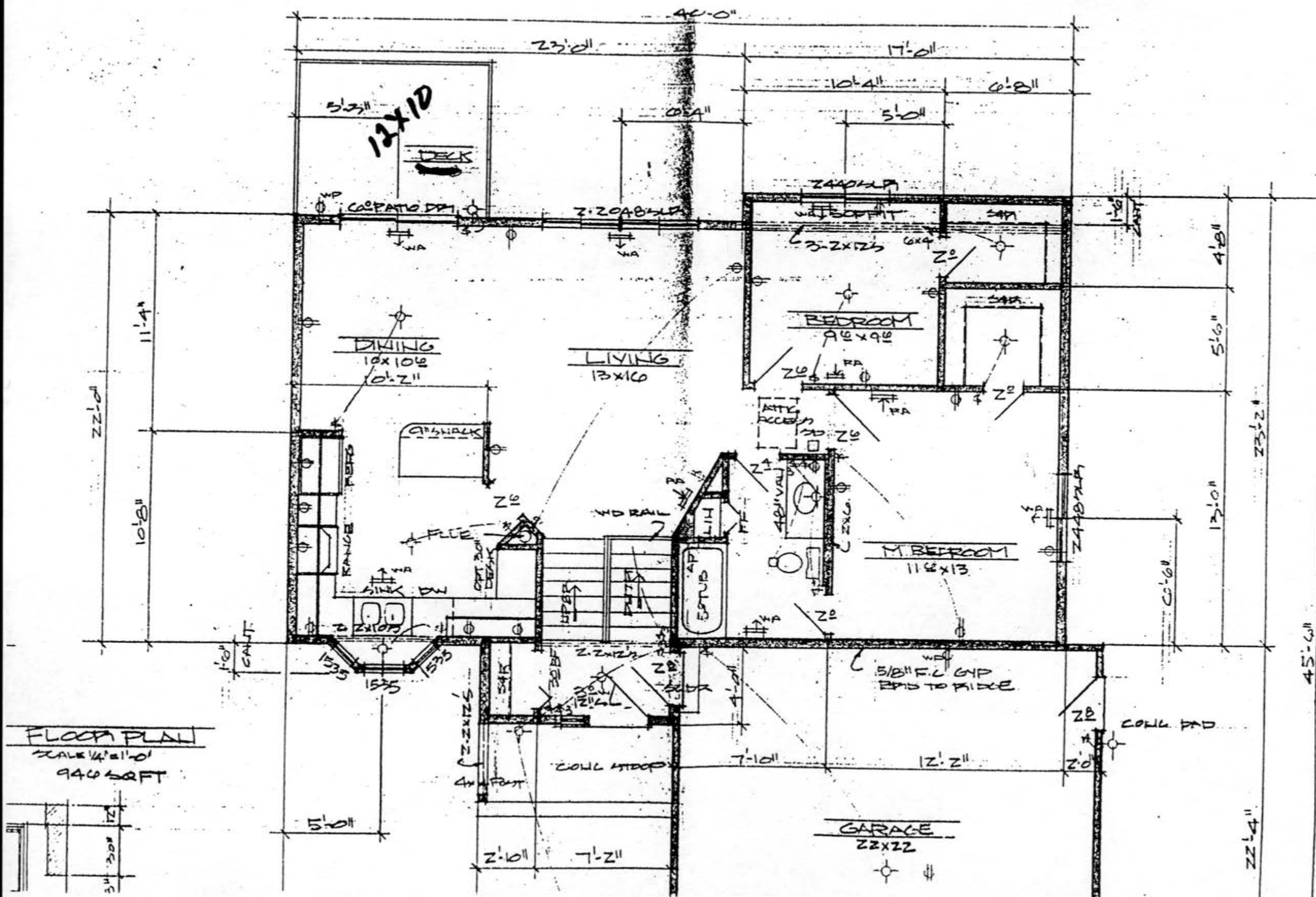
REAR ELEV SCALE 1/8"=1'-0"



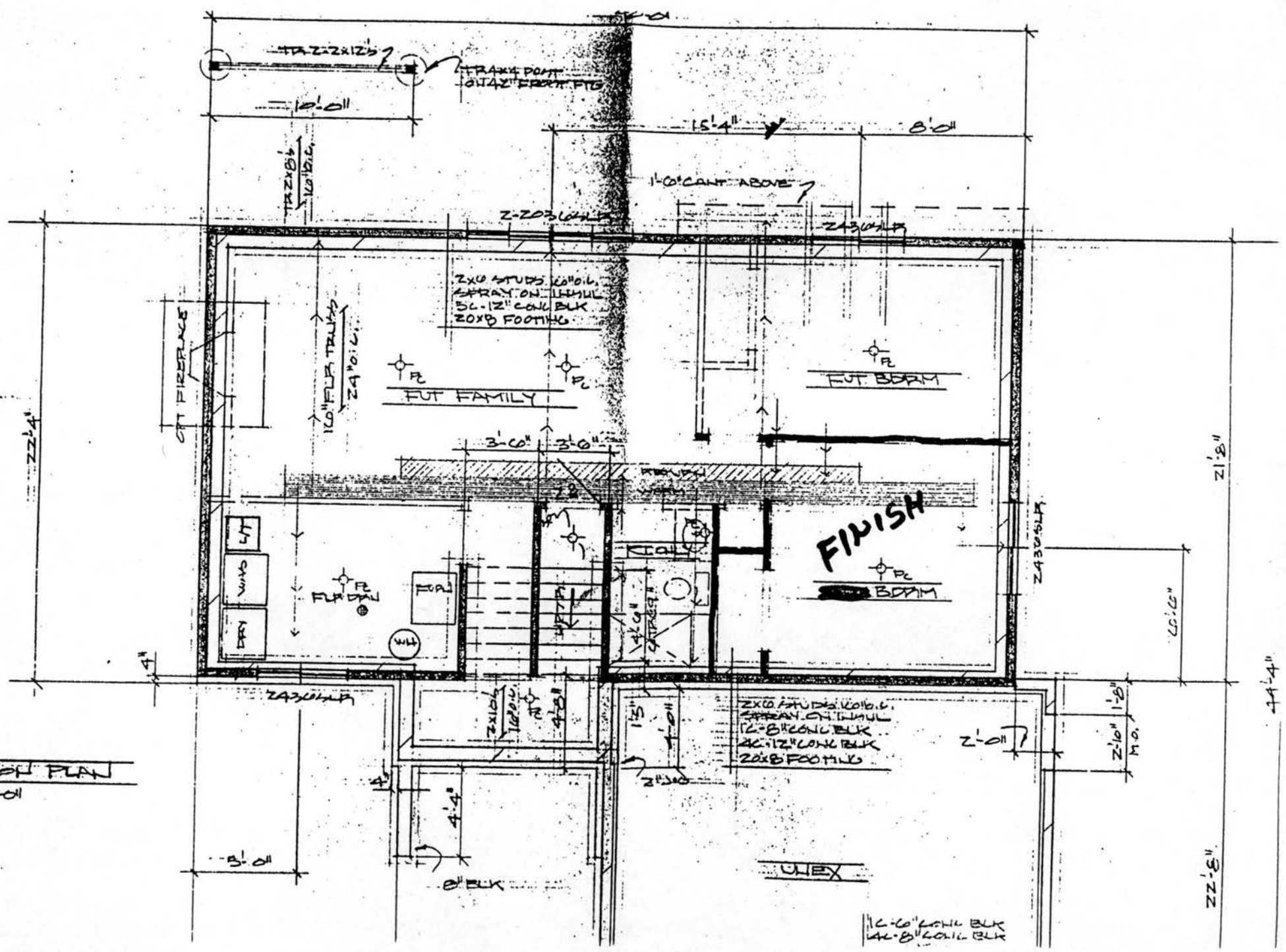
RIGHT ELEV SCALE 1/8"=1'-0"



FRONT ELEV SCALE 1/8"=1'-0"



FOUNDATION PLAN
 CALC VAP=1'-0"



CITY OF CRYSTAL
INVITATION FOR CONTRACTOR PROPOSALS
Proposal Application

1. Location of Lots

Plans submitted are for the west 84 feet, except street, of Lot 5, Block 1, Wagner's garden tracts (4500 Adair Avenue North) and Lot 5, Block 2, Kennard's Addition (5625 Adair Avenue).

2. Construction Schedule

Contractor will be provided a written order to proceed by the City of Crystal. Contractor will complete proposed units within days of date of order to proceed. (Time period designated will be used in contract-for-deed to be executed by contractor.)

3. Unit Contract

This proposal is submitted with an understanding that:

- a. Contractor will build one or two units selected by City (note any variations in price related to number of units built).
- b. Contractor will withdraw proposal if both units proposed are not selected by the City Council.
- c. Other

4. Building Cost

Costs quoted for construction should be base price not including alternates. Base price should include oak woodwork and cabinets, storm doors for each exterior door, double-glaze windows, and seeding of grass for front and back yards. Cost of alternates must be provided unless not applicable.

Base Price: —57,500.00

Alternates:

Kitchen Appliances

Stove (circle Gas or Electric#	463.00
Refrigerator	650.00
Dishwasher	(259.00) incl.
Garbage Disposal	(55.00) incl.

Triple glaze windows
 (above cost of double glaze)
 Number of windows 21

945.00

Sod for front yard

630.00

Garage

(note if attached or detached)

Single - car

Double - car

Slab (double) only

incl. in base

Cost to complete unfinished areas
 (if applicable#

Bath

Bedroom

Family Room

1,895.001,750.002,200.00

5. Contractor Information

- a. Name of Company A.W.B. Builders Inc.
 (note if incorporated)
- b. State of Incorporation MN
 (if applicable)
- c. Persons authorized to sign on behalf of company

Anthony W. BRACE
 Name

PRESIDENT
 Title

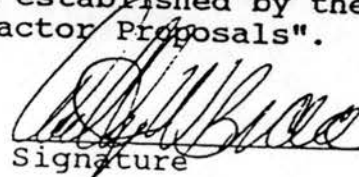
 Name

 Title

 Name

 Title

6. I certify that the enclosed information is correct to the best of my knowledge, that I am an authorized signatory for my company, and that I will abide by the conditions established by the City of Crystal in its "Invitation for Contractor Proposals".


 Signature

Anthony W. BRACE
 Typed or Printed Name

SPECIFICATION ADDENDUM FOR 4500 ADAIR AVE. NO.

Construct as per FHA form to include:

- Continuous footings
- 12" block walls insulated R-10 to footings
- Tar and 6 mil poly for water proofing
- Brick ledge on front for future use
- 2x6 exterior walls and 2x4 interior walls
- Approved engineered floor trusses
- 3/4" T&G OSB flooring glued and nailed
- Concrete front steps
- 6" fiberglass batt insulation
- 1/2" sheetrock on walls, 5/8" on ceilings
- Approved engineered roof trusses
- 1/2" OSB (exterior grade) roof decking
- 240# asphalt shingles
- Triple 4 hand board siding on front elevation
- 12" hand board siding on rest of walls
- RSC corners and exterior trim
- RSF soffitt
- RSC fascia
- Forced air gas heating 80+ eff. system
- Natural gas water heater
- Fixtures as per FHA spec sheet
- Solid oak interior millwork Princeton or Colonial design
- Hemlock hand rail and balusters
- Custom made oak veneer cabinetry
- Laminate counter tops and backsplashes
- Cultured marble lavatory
- 40" high plate mirror
- Ceramic tub surround with matching accessories
- Insinkerator disposal
- Broan exhaust hood
- Whirlpool DU8100XT dishwasher

SPECIFICATION ADDENDUM FOR 4500 ADAIR AVE. NO. (cont.)

Asphalt driveway

Concrete sidewalk

All closets have a minimum of 2 shelves and 1 rod

\$12/sq. yd. flooring allowance

\$350.00 lighting allowance

All woodwork stained, sealed and varnished

3 phone jacks

Gas or electric hookups for range and dryer

100 amp service

Double pane insulated windows, including patio door

Inter-connected smoke detectors

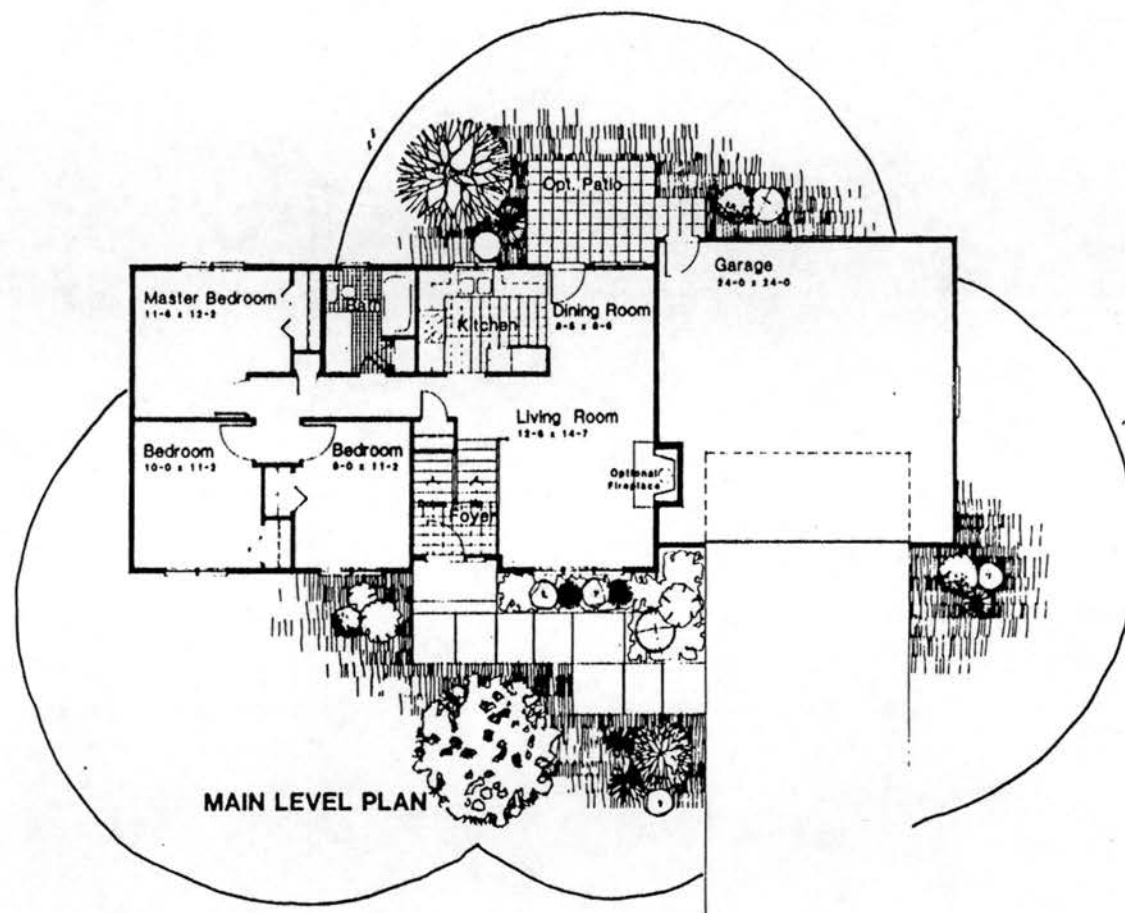
Drain tile system

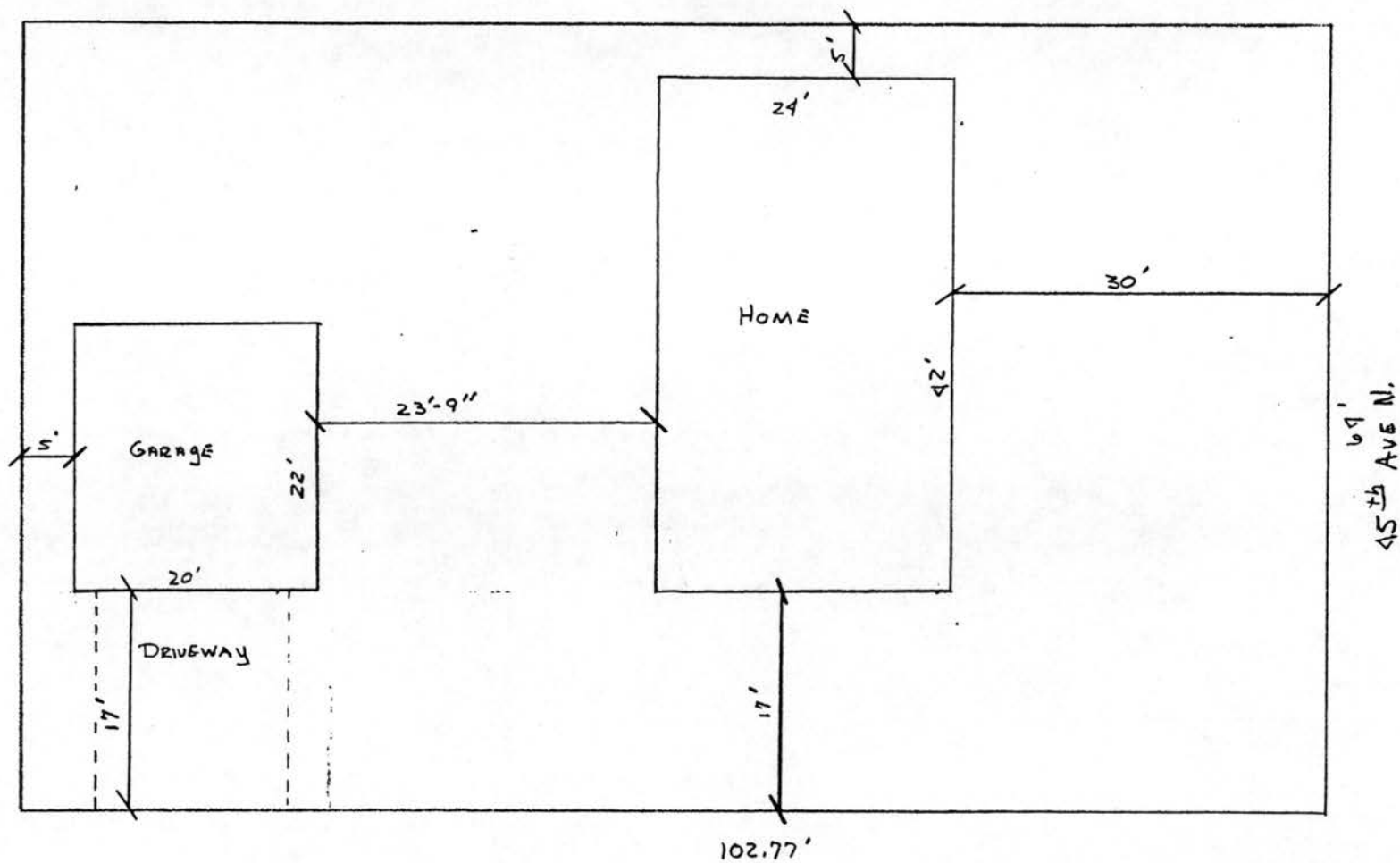
Ice and water shield as starter course for underlayment
on shingles

Rough in 3/4 bath in lower level

2" black dirt on lot and seeded

- 1008 sq. ft. (Main Level)
- 3 Bedroom, Split Foyer
- Worksaver Kitchen
- Large Bath





ADAIR

CITY OF CRYSTAL
INVITATION FOR CONTRACTOR PROPOSALS
Proposal Application


1. Location of Lots



Plans submitted are for the west 84 feet, except street, of Lot 5, Block 1, Wagner's garden tracts (4500 Adair Avenue North) and Lot 5, Block 2, Kennard's Addition (5625 Adair Avenue).

2. Construction Schedule

Contractor will be provided a written order to proceed by the City of Crystal. Contractor will complete proposed units within days of date of order to proceed. (Time period designated will be used in contract-for-deed to be executed by contractor.)

3. Unit Contract

 This proposal is submitted with an understanding that:

-  a. Contractor will build one or two units selected by City (note any variations in price related to number of units built).
-  b. Contractor will withdraw proposal if both units proposed are not selected by the City Council.
- _____ c. Other

4. Building Cost

Costs quoted for construction should be base price not including alternates. Base price should include oak woodwork and cabinets, storm doors for each exterior door, double-glaze windows, and seeding of grass for front and back yards. Cost of alternates must be provided unless not applicable.

Base Price:

57,200.00

Alternates:

Kitchen Appliances

Stove (circle Gas or Electric#
Refrigerator
Dishwasher
Garbage Disposal

463.00
<u>650.00</u>
<u>(259.00) incl.</u>
<u>(55.00) incl.</u>

Triple glaze windows
(above cost of double glaze)
Number of windows 24 1,080.00

Sod for front yard 790.00

Garage
(note if attached or detached)
Single - car incl.
Double - car _____
Slab (double) only _____

Cost to complete unfinished areas
(if applicable#
Bath _____
Bedroom _____
Family Room _____

5. Contractor Information

- a. Name of Company A.W.B. Builders Inc.
(note if incorporated)
- b. State of Incorporation MN
(if applicable)
- c. Persons authorized to sign on behalf of company

Anthony W. BRACE
Name

President
Title

Name

Title

Name

Title

6. I certify that the enclosed information is correct to the best of my knowledge, that I am an authorized signatory for my company, and that I will abide by the conditions established by the City of Crystal in its "Invitation for Contractor Proposals".

Anthony W. Brace
Signature

Anthony W. BRACE
Typed or Printed Name

SPECIFICATION ADDENDUM FOR 5625 ADAIR AVE. NO.

Construct as per FHA form to include:

- Continuous footings
- 12" block walls insulated R-10 to footings
- Tar and 6 mil poly for water proofing
- Brick ledge on front for future use
- 2x6 exterior walls and 2x4 interior walls
- Approved engineered floor trusses
- 3/4" T&G OSB flooring glued and nailed
- Concrete front steps
- 6" fiberglass batt insulation
- 1/2" sheetrock on walls, 5/8" on ceilings
- Approved engineered roof trusses
- 1/2" OSB (exterior grade) roof decking
- 240# asphalt shingles
- Triple 4 hand board siding on front elevation
- 12" hand board siding on rest of walls
- RSC corners and exterior trim
- RSF soffitt
- RSC fascia
- Forced air gas heating 80+ eff. system
- Natural gas water heater
- Fixtures as per FHA spec sheet
- Solid oak interior millwork Princeton or Colonial design
- Hemlock hand rail and balusters
- Custom made oak veneer cabinetry
- Laminate counter tops and backsplashes
- Cultured marble lavatory
- 40" high plate mirror
- Ceramic tub surround with matching accessories
- Insinkerator disposal
- Broan exhaust hood
- Whirlpool DU8100XT dishwasher

SPECIFICATION ADDENDUM FOR 5625 ADAIR AVE. NO.

Asphalt driveway

Concrete sidewalk

All closets have a minimum of 2 shelves and 1 rod

\$12/sq. yd. flooring allowance

\$350.00 lighting allowance

All woodwork*stained, sealed and varnished

3 phone jacks

Gas or electric hookups for range and dryer

100 amp service

Double pane insulated windows, including patio door

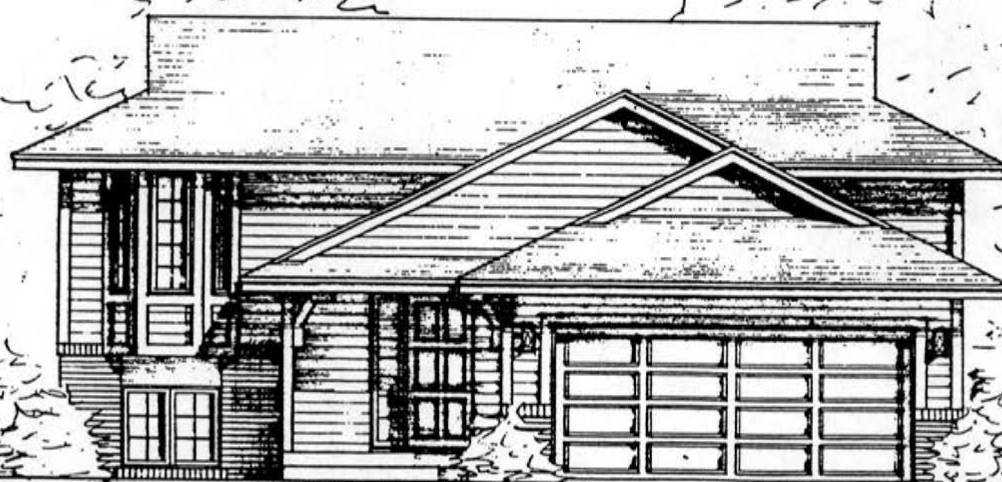
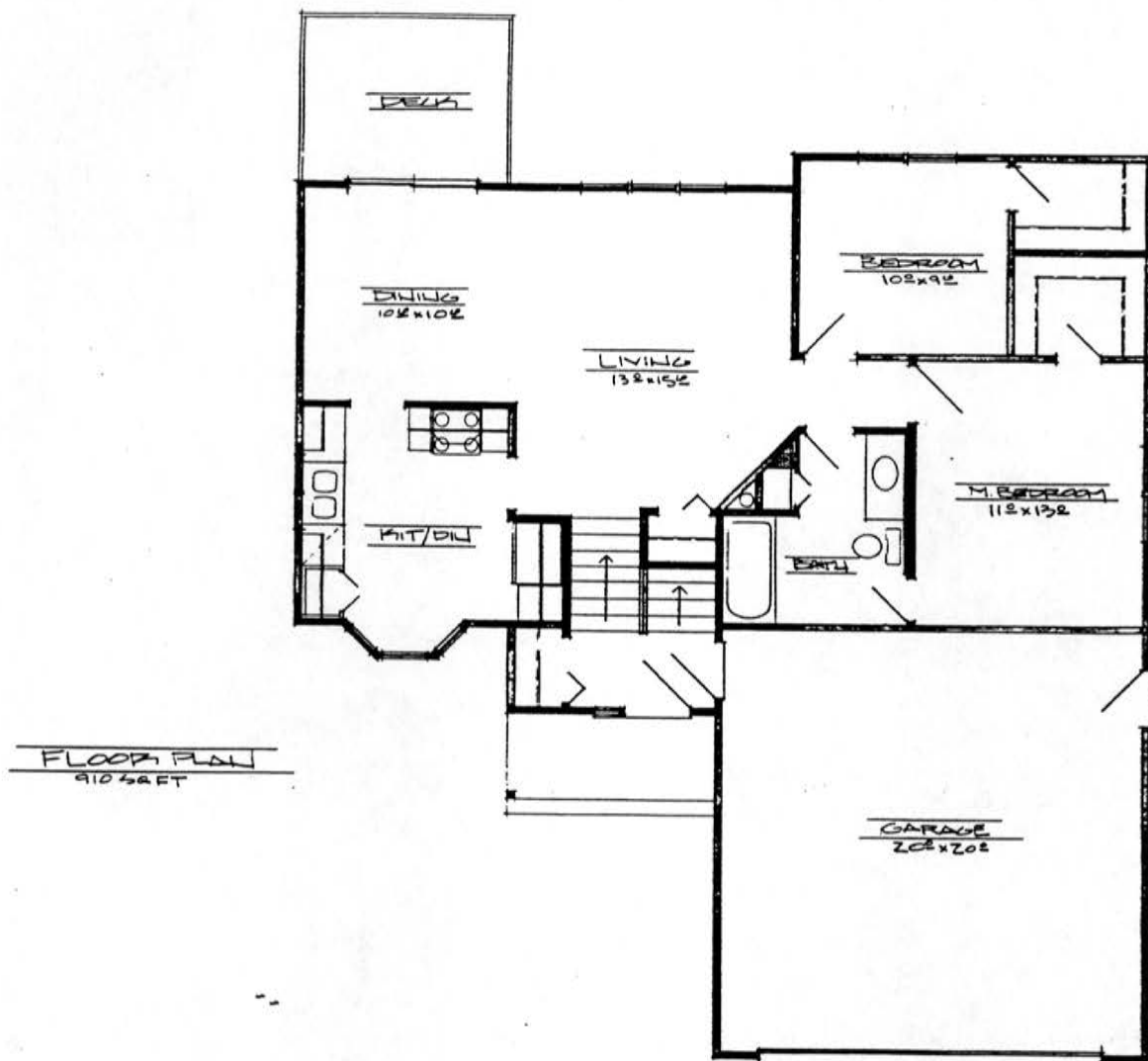
Inter-connected smoke detectors

Drain tile system

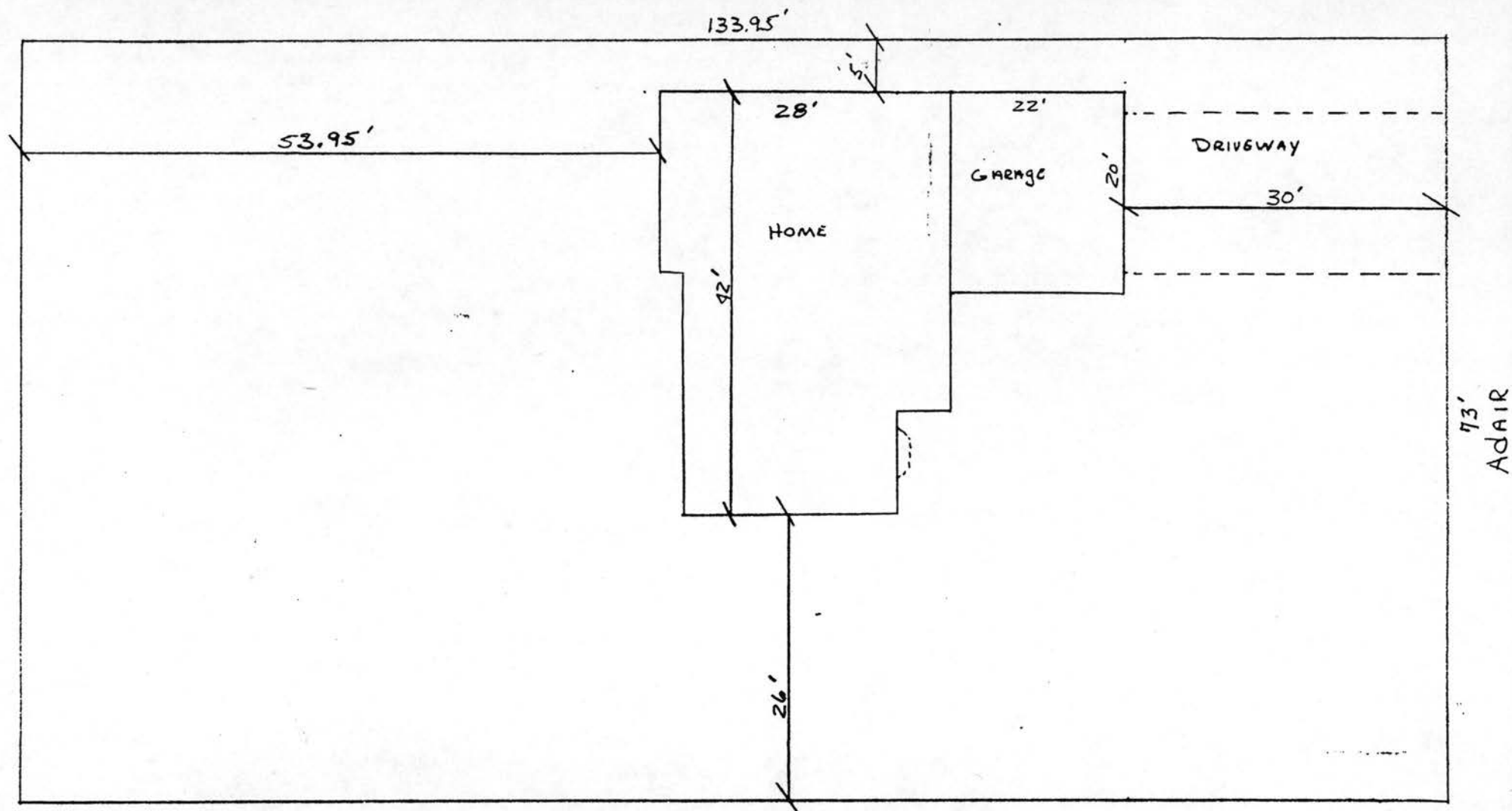
Ice and water shield as starter course for underlayment
on shingles

Rough in 3/4 bath in lower level

2" black dirt on lot and seeded



FRONT ELEVATION 84254



DRAFT 7/26/89

ORDINANCE NO. 89- ~

AN ORDINANCE RELATING TO DRIVEWAYS;
PARKING, SURFACING;
AMENDING CRYSTAL CITY CODE,
SUBSECTIONS 800.19 AND 515.09, SUBD. 4 H) ii)

THE CITY OF CRYSTAL DOES ORDAIN:

Section 1. Crystal City Code, Subsection 800.19 is amended to read as follows:

"800.19. New Buildings. Subdivision 1. General Rule. Each high density residential, commercial, multiple-dwelling and industrial building hereinafter constructed, whether with or without a garage, shall conform to and comply with the provisions of this section. All residential property which abuts a street lined with concrete curb and sidewalk is also included.

Subd. 2. Requirements. All such buildings shall provide a concrete driveway from the curb line to the property line of the lot ^{upon which the} ~~upon which the~~ building is to be placed. Concrete shall be air-entraining portland cement concrete. Such concrete driveway shall rise at the rate of 1/4 inch per foot from the top of the curb line to the property line of said lot. The driveway shall not be less than 12 feet in width and be not less than 6 inches thick.

Subd. 3. ^{Escrow} ~~Bond~~ Required. A cash escrow ~~or bond of not less than \$150~~ shall be deposited with the City Clerk to guarantee the construction of said concrete driveway. No certificate of occupancy shall be issued for any building until all of the requirements of the building code, zoning or other ordinances of the city have been complied with, including the construction of the concrete driveway as prescribed above except that after 15 October of each calendar year a certificate of occupancy may be issued stipulating the driveway shall be constructed prior to 1 July of the following year. In the event that the driveway is not constructed by 1 July of the following year then the permittee shall be considered in default, and should the permittee be in default, ~~bond or the~~ escrow shall be forfeited and the city, its employees, or its authorized agent shall enter upon said lot and complete the concrete driveways as prescribed herein."

Section 2. Crystal City Code (Appendix I - Zoning) Subsection 515.09, Subdivision 4 h) ii) is amended to read as follows:

ii) Surfacing. All areas intended to be utilized for parking space and driveways shall be surfaced with materials suitable to control dust and drainage. ~~Except-in-the-case~~

of ~~single family and two family dwellings~~, At a minimum driveways and parking areas stalls shall be surfaced with a six inch class five base and two inch bituminous wear course ~~tepping~~. Plans for surfacing and drainage of driveways and parking areas stalls for five or more vehicles shall be submitted to the City Engineer for review and written approval."

Section 3. This ordinance is effective in accordance with Crystal City Code, Subsection 110.11.

Manager

Attest:

Clerk

CRYS5:00110D05.f16

DATE: June 8, 1989
TO: Planning Commission
FROM: Bill Monk, City Engineer
SUBJECT: Section V of City Code Related to Planning

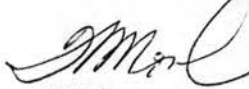
A major revision of Section V of City Code was included in the Commission's last packet for initial review. The following is a brief synopsis of the major parts of the proposed document:

- Sections 501.01 and 501.03 establish the basic authority of the Planning Commission.
- Section 501.05 dealing with public works will be deleted as this duty is performed by the Long Range Planning Commission in the form of the 5-Year Capital Improvement Plan.
- Section 501.07 outlines standard site improvement policies as related to building plans.
- Section 506.03 establishes the Commission's authority in relation to subdivision regulations.
- Section 506.05 states the need for proper subdivisions and restricts building permit issuance thereby.
- Section 506.09 defines subdivision terminology which in several instances varies from the Zoning Code.
- Section 506.13 allows for combination/division/lot split exceptions consistent with recent Commission actions on simple lot line movements. However, lot splits still require Commission and Council review and approval.
- Section 506.15 allows for sketch plans as needed or requested.
- Section 506.17 lays out the preliminary plat submissions and procedures.
- Section 506.19 details the final plat process.
- Section 506.21 describes required site improvements related to subdivisions while Section 506.23 lists requirements for a financial surety guaranteeing construction.

Planning Commission
June 8, 1989
Page 2

- Section 506.27 details plat land dedication requirements in terms of public purpose such as streets, utilities, parks, etc.
- Section 506.33 establishes a plat variance procedure based on the process included in the Zoning Code.
- Section 510 restates the park dedication ordinance recently approved by the Council which requires payment of a park charge for all new/redeveloped parcels plat-
ted in Crystal.

Again, this ordinance revision should be reviewed carefully due to its comprehensive scope. I will be prepared to discuss the document in detail at Monday's meeting. Due to the length of the document, I am hoping you kept the material included in your last packet. Should you need another copy, please call Jan Scofield.



WM:jrs

7/21/89 UPDATE

On July 10 the Planning Commission recommended approval of the attached rewrite of Section V of City Code.


DATE: April 28, 1989
TO: Planning Commission
FROM: Bill Monk, City Engineer
SUBJECT: City Code Sections Related to Planning

This office has been working with the City Attorney for some time to rewrite Chapter 5 of the City Code (not Zoning Code) which describes the various planning functions of the Commission. The existing documents are so bad that a complete rewrite was undertaken and is attached for your review. The ordinance amendment is essentially broken into the following four sections:

- 1) Miscellaneous Duties
- 2) Development and Improvement Standards
- 3) Subdivision Regulations
- 4) Park Dedication.

At this point I am interested in introducing the document to the Commission for general review. On Monday night an informal presentation of the major issues will be made so revisions for a final document can be noted.

Please note a copy of the current Code Section is also attached for comparison purposes.


WM:jrs

Encls

ORDINANCE NO. 89-_____

AN ORDINANCE RELATING TO LAND USE
REGULATION: AMENDING CRYSTAL CITY
CODE BY ADDING SECTIONS: REPEALING
CRYSTAL CITY CODE SECTIONS 500 AND 505.

THE CITY OF CRYSTAL DOES ORDAIN:

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

Section 501 - Planning Commission

501.01. Commission. The Planning Commission has the powers and duties assigned to it by Minnesota Statutes, Section 462.351 to 462.365 and this Code. The Planning Commission is the planning agency of the City.

501.03. Amendments. The Planning Commission upon its own motion may and at the direction of the Council must prepare proposed changes in the Zoning Code, the comprehensive municipal plan, the subdivision regulations, and other official controls of the City. The procedures for the adoption of these changes is that specified for the amendment of the Zoning Code in Section 515 (Appendix I) of this Code and law.

Delete
~~501.05. Recommended Public Works. Each officer, department, board or commission of or in the City whose functions include recommending, preparing plans for or constructing public works must no later than September 30 each year, submit to the Planning Commission a list of the proposed public works recommended by that officer, department, board or commission for planning, initiation, or construction during the ensuing fiscal year. The Planning Commission must request from the County and the local school board a similar list of the proposed public works of those jurisdictions. The Planning Commission must list and classify all proposed public works and prepare a coordinated program of proposed public works for the ensuing year. The program must be reported to the Council and to such other officers, departments, boards or public bodies as have jurisdiction over the recommending, planning or constructing of public works in the City. A copy of the recommended progress of public works must be included in the annual report of the Planning Commission.~~

501.07. Uniform Development and Improvement Standards. Subdivision 1. Declaration. The public health, safety and welfare require that uniform standards be established for the development and improvement of property in non-residential zoning districts and of property in residential zoning districts that is improved with, or proposed to be improved with, a building or structure other than a single-family dwelling or two-family dwelling. The

City Council finds that development and improvement of such property causes a substantial impact on public facilities such as transportation, utilities and parks. Uniform standards are necessary to ensure the orderly development and improvement of such property.

Subd.2. Procedure. The City Council will consider and review each building permit application for proposed construction on property in a non-residential zoning district or on property in a non-residential zoning district or on any property in a residential zoning district that is improved with, or proposed to be improved with, a building or structure other than a single-family or two-family dwelling. The application must be referred to the Planning Commission and City Engineer for review and comment.

Subd. 3. City Engineer's Report. The City Engineer must review the application to determine whether any on-site or off-site improvements are required as a result of the proposed construction. The Engineer must consider such items as grading, gravel base, blacktop, boulevard sodding, sidewalk, curb and gutter, drainage, parking area, sanitary sewer, storm sewer, catch basin, sewer connections, water mains, property lines, buffer zones and other items of a similar nature including street, alley, utility and drainage easements. The City Engineer shall report the findings to the Planning Commission.

Subd. 4. Planning Commission Evaluation. The planning Commission must study and evaluate the proposed construction and the report of the City Engineer. The Planning Commission may recommend approval or disapproval of the application. The Planning Commission may recommend approval subject to such conditions that are necessary and reasonable for the orderly development of the property consistent with sound municipal planning.

Subd. 5. City Council Action. The City Council will review the recommendation of the Planning Commission and the report of the City Engineer and adopt the recommendations that it determines to be necessary and proper as standards for the development of the property. The City Council must specifically enumerate the conditions and work to be performed by the applicant. The City Council must determine whether the City shall undertake to perform all or any part of construction requirements located in the street, taking into consideration available financing and other improvements scheduled; otherwise such work is to be done by the applicant. If the applicant is not able to complete the work requirements or conditions the applicant may, in lieu thereof, enter into an agreement with the City to post a bond of sufficient amount satisfactory to the City guaranteeing the performance of such work requirements and conditions in accordance with plans and specifications approved by the City.

Subd. 6. Policy. The City Council may by resolution adopt policies regarding the nature and extent of off-site improvements required under this subsection.

Subd. 7. Definitions. To the extent applicable, the terms and definitions contained in the Crystal Zoning Code, Section 515.01 et. seq, apply to this subsection.

Sec. 2. Crystal City Code is amended by adding a section to read as follows:

Section 506 - Subdivision Regulations

506.01. Title. This section may be cited and referred to as the Crystal Subdivision Regulations.

506.03. Subdivision 1. Purpose. The City finds that regulation of the subdivision of real property in the City is necessary for the following purposes:

- (a) to insure the orderly, economic, and safe development of land in the City;
- (b) to insure the adequate and timely provision of urban services and facilities; and
- (c) to protect and promote the public health, safety, and welfare.

Subd. 2. Scope. This section is adopted pursuant to Minnesota Statutes, Section 462.358. A proposed subdivision of property in the City must be submitted to the City for review and approval before being filed for record with the appropriate county officer as defined in this section. The provisions of this section apply to property or a project to which the Minnesota Condominium Law, Minnesota Statutes, Chapter 515 applies.

506.05. Restrictions. Subdivision 1. General rule. It is unlawful for a person to knowingly convey land or to attempt to file for record a conveyance of land that is described by metes and bounds, or by reference to an unapproved subdivision plat or by reference to an unapproved registered land survey unless otherwise authorized by this section or approved by the Council. This provision does not apply to a conveyance of land described in Minnesota Statutes, Section 462.358, Subdivision 4b.

Subd. 2. Building permits. A building permit or other permit will not be issued by the City for the construction of a building, structure, or other improvement to land in the City unless the requirements of this section have been complied with.

Subd. 3. Taxes. A proposed subdivision of land will not be considered by the City unless past due taxes and special assessments thereon have been paid in full or arrangements for their payment satisfactory to the City have been made.

Subd. 4. Flood hazard. Land will not be subdivided if the Council determines that the land is unsuitable for development because of flood hazard unless corrective measures consistent with Subsection 515.47 of the Zoning Code can be feasibly accomplished.

Subd. 5. Conditions. The City Council may impose additional conditions on subdivisions where deemed necessary for the protection and promotion of the public health, safety, and welfare.

506.07. Conflicts. Where the requirements of this section are either more or less restrictive than comparable requirements imposed by other pertinent laws, ordinances, statutes, or other regulations, the regulations that are more restrictive or impose higher standards govern.

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

Subd. 2. "Alley" means public or private right-of-way designed to serve primarily as a means of secondary access to the side or rear of adjacent properties whose principal frontage is on a street.

Subd. 3. "Applicant" means the owner of land proposed to be subdivided or the owner's designated representative. Where the applicant is not the owner of the land the written consent of the owner is required, accompanied by a statement of the representative's legal interest, if any, in the land.

Subd. 4. "Appropriate county officer" means the county recorder of Hennepin County or the registrar of titles of Hennepin County.

Subd. 5. "Block" means an area of land within a subdivision that is entirely bounded by streets, railroads, waterways, other natural barriers, the exterior boundary of the subdivision or any combination of the preceding.

Subd. 6. "Building" means any structure which is built for the support, shelter, or enclosure of persons, animals, or chattels.

Subd. 7. "Comprehensive plan" means the formally adopted comprehensive development plan of the City, composed of maps, charts, diagrams, and text describing and explaining the recommended policies and programs to guide the City's future development and redevelopment.

Subd. 8. "Director" means the person designated by the City Manager to administer the provisions of this section.

Subd. 9. "Easement" means a grant by a property owner to either the public or an individual for the use of a portion of the owner's property for certain specified purposes (e.g., drives, utilities, etc.).

Subd. 10. "Lot" means the smallest unit of land created by a subdivision that meets minimal requirements of both this section and the zoning code: each lot is individually depicted and numbered on the subdivision plat.

Subd. 11. "Lot split" means the subdivision of an existing lot of record: this may include creating new lots for building purposes or dividing a lot for combination with existing, adjacent, lots of record.

Subd. 12. "Outlot" means unbuildable land so delineated on a plat.

Subd. 13. "Parcel" means a parcel of land of any legal description or size.

Subd. 14. "Parcel of record" means a parcel of land of any legal description or size that is recorded with the appropriate county officer.

Subd. 15. "Plat, final" means the final, formally approved layout of the proposed subdivision showing the same information as the preliminary plat, complying with the requirements of this section and any additional requirements imposed by the Council, and prepared in the form required by the appropriate county officer and by Minnesota Statutes, Section 506.

Subd. 16. "Plat, preliminary" means a tentative layout of the proposed subdivision prepared for the purpose of formal review by the City; the preliminary plat shows lots, blocks, streets, and other features relevant to the development of the property, but not in the detail or final form of the final plat.

Subd. 17. "Plat, sketch" means a rough drawing of a proposed subdivision intended for informal review by the City; the sketch plat is not typically drawn as accurately as the preliminary plat and usually does not contain all the information normally required of a preliminary plat.

Subd. 18. "Restrictive covenant" means a contract or agreement entered into between private parties establishing restrictions on the development or use of property other than those established by this section or the zoning code.

Subd. 19. "Street" means a public or private right-of-way designed to serve as a means of principal access to adjacent properties and includes a public or private right-of-way that is not an alley.

Subd. 20. "Subdivision" means, as a verb, the process of separating a parcel of land into two or more parcels for the purpose of building or conveyance including the division of previously subdivided property; as a noun, the term means the product resulting from the separation of a parcel into two or more parcels: the term also includes activity regulated by the Minnesota Condominium Law.

Subd. 21. "Survey, certified" means a scaled drawing prepared by a registered land surveyor of a parcel indicating the location and dimension of property lines and, if appropriate, the location and dimensions of existing or proposed buildings; a survey visually depicts a parcel's legal description and may also show additional information such as topographic data and the location of recorded easements.

Subd. 22. "Zoning code" means Section 515 of this code contained in in Appendix I (Zoning).

Subd. 23. When the term "findings of fact" is used in this section the term means written findings embodied in a resolution of the body making the findings.

506.11. Procedures. Subdivision 1. General. Except as provided in Subsection 505.13 when land in the City is proposed to be subdivided, the owner of the land or the owner's authorized representative must apply for and secure approval of the proposed subdivision in accordance with the following procedure:

- (a) sketch plat (optional);
- (b) preliminary plat; and
- (c) final plat.

Subdivision review will be carried out simultaneously and coordinated with applicable flexible zoning regulations and flood plain regulations contained in the Zoning Code.

506.13. Procedural exceptions. Subdivision 1. Parcel combinations. Combinations of adjacent complete parcels of record may be approved administratively by the Director. When a combination is requested for the purpose of obtaining a building permit, or for the purpose of meeting minimum development standards imposed by this section or any other provision of this Code, the City must be provided with (i) satisfactory evidence that the combination has been recorded with the appropriate county officer, (ii) a signed, notarized affidavit stating the purpose for which

the combination is requested, and (iii) a certified survey of the lots to be combined as deemed necessary by the Director. When a combination is requested solely for the purpose of receiving a single tax statement for adjacent parcels, the applicant must present satisfactory evidence that the parcels involved are complete parcels of record. There is no fee for a parcel combination.

Subd. 2. Division: tax parcels. The division of a parcel of record that was combined for the sole purpose of receiving a single tax statement may be approved administratively by the Director. The applicant must submit (i) satisfactory evidence that the previous combination was made solely for the purpose of receiving a single tax statement, (ii) satisfactory evidence that the proposed manner of division corresponds to the legal descriptions of the parcels which existed prior to the combination, and (iii) a certified survey of the parcels being divided as deemed necessary by the Director to show the lots in the division meet all current code requirements. The Director may require that a proposed division of tax combined real estate follow the procedures for either a lot split or a normal subdivision plat. There is no fee for a parcel division.

Subd. 3. Lot splits. Lot splits may be approved by submission of a certified survey and legal description indicating the proposed manner of division, provided that the division can be described in fractional or proportional parts by reference to the legal descriptions existing of record on the date of the request. A lot split will not be approved for a parcel described by metes and bounds. Lot splits require Council approval, following review and recommendation by the Planning Commission. Pursuant to Minnesota Statutes, Section 462.358, approval of a lot split by the Council is deemed to include waiver of the prohibitions against conveyance of property as contained in Subsection 505.05 of this section. Lot splits are approved by the City Council following the same hearing procedures required for a normal subdivision. The Director may waive the technical information requirements of a normal subdivision determined to be unnecessary. The normal preliminary plat and final plat procedures will be waived. The Director may require that a proposed lot split be processed by means of the normal subdivision plat procedure. Submission of a lot split for approval must be accompanied by the same fee required for a plat.

506.15. Sketch plats. Subdivision 1. Submission. When a subdivision of property is proposed, a sketch plat may, in the Director's judgment, be prepared and submitted for review. Submission of a sketch plat is not normally required, but is encouraged. The Director may require a sketch plat if the proposed subdivision presents substantial problems or difficulties on its face.

Subd. 2. Fee. Submission of a sketch plat is the initiation of the plat approval process.

Subd. 3. Content. The sketch plat must be a conceptual plan of the proposed subdivision.

Subd. 4. Review and approval. Sketch plats are reviewed by the Director and, upon the request or approval of the applicant, by the Planning Commission. Sketch plat review is for the purpose of identifying potential problems, suggesting design considerations and otherwise discussing the requirements of this section, other ordinances and the comprehensive plan and their objectives as they apply to the parcel of land contained in the application. The review of a submitted sketch plat is for purposes of discussion and comment only. The applicant may not infer any future approval of a preliminary or final plat based upon the sketch plan review. Vested rights to a particular subdivision plan do not accrue because of favorable comments made by either the Director or the Commission.

506.17. Preliminary plats. Subdivision 1. Submission. Except as provided in Subsection 505.13, when a subdivision of property is proposed, a preliminary plat must be prepared and submitted by the applicant for approval. Requests for review and approval of preliminary plats are filed with the Director on an approved application form, accompanied by ten copies of the plat and other required information items. Application must be made at least two weeks prior to the Planning Commission meeting at which formal action is requested.

Subd. 2. Fee. The fee for preliminary plat for review and approval is set in Chapter X.

Subd. 3. Content. The application must include the following:

- (a) a location map outlining the area to be subdivided and its relation to the remainder of the City.
- (b) a location map outlining the area to be subdivided and its relation to adjacent properties.
- (c) the names and addresses of owners of property located within 350 feet of the exterior boundaries of the proposed subdivision.
- (d) an existing site schematic, drawn to the same scale as the preliminary plat, showing:
 - (1) north arrow, scale, and acreage of the subject property;

- (2) existing topographic contours at intervals of five feet or less, as determined by the Director, for the property and adjacent properties;
 - (3) existing streets, utilities, and public facilities (e.g., schools, parks, etc.) on the property and adjacent properties;
 - (4) unusual topographic or physiographic features, including, but not limited to, waterways, steep slopes, wooded areas, etc.;
 - (5) existing easements, public and private, on the property and the purposes for which they are provided.
- (e) a preliminary plat drawn to a scale of not greater than one inch to 100 feet (1" = 100') embodying the design standards provided for by Subsection 505.37 showing:
- (1) north arrow and scale;
 - (2) names and addresses of persons who prepared the plat;
 - (3) proposed topographic contours at the same interval as contained on the existing site schematic;
 - (4) proposed streets, utilities, and public facilities on the property and, where appropriate, the manner of coordination of these items with adjacent properties;
 - (5) proposed layout of lots and blocks including approximate dimensions of each and manner of numbering;
 - (6) name of the proposed subdivision;
 - (7) proposed easements or existing easements to be maintained and the purpose for which they are provided; and
 - (8) other information deemed necessary by the Director.

Subd. 4. Preliminary plats; review. Preliminary plats must be reviewed by the Planning Commission. The Commission must hold a public hearing on the proposed subdivision. Notice of the public hearing must be published as provided by law. Individual notices of the public hearing must be mailed to each owner of record of property located within 350 feet of the exterior

boundaries of the proposed subdivision at least five days prior to the public hearing. Failure of a property owner to receive the notice does not invalidate the proceedings. The publication and mailing notice process is performed by the City.

Subd. 5. Reports. The Director, upon submission of a preliminary plat for review and approval, must prepare a report on the proposal for the Planning Commission and Council. Copies of the report and the submissions of the applicant must be provided to the Planning Commission at least five days prior to the public hearing. The report must be entered in and made a permanent part of the record of the public hearing.

Subd. 6. Conduct of hearing. At the public hearing the Planning Commission will consider the report and recommendation of the Director along with the comments of members of the public. The Planning Commission may question the applicant regarding the proposal, request additional information of the applicant, or retain expert testimony at the expense of the applicant.

Subd. 7. Actions. The Planning Commission acts on the proposed subdivision in one of the following ways:

- (a) recommends approval of the preliminary plat as submitted to the Council;
- (b) recommends approval of the preliminary plat with modifications or conditions to the Council;
- (c) recommends denial of the preliminary plat to the Council;
- (d) postpones action on the preliminary plat to the next regular meeting of the Planning Commission or to a later date agreed to by the applicants; or
- (e) with the consent of the applicant, tables action on the preliminary plat.

Subd. 8. Procedure. Unless postponed or tabled the recommendation of the Planning Commission with findings of fact is forwarded to the Council for its consideration. If the Planning Commission postpones consideration of the proposed subdivision, the applicant must be provided with a written statement of the reasons for such action and the facts on which the action is based. A preliminary plat may not be postponed more than once without the consent of the applicant, and may only be postponed to the next regular meeting of the Planning Commission or to a later date agreed to by the applicant. Following initial postponement or failure of the applicant and Commission to agree to a satisfactory later date, the applicant may request the Planning Commission to forward the preliminary plat with or without recommendation to the Council for consideration. A decision to

forward the preliminary plat without recommendation is at the discretion of the Planning Commission. The Commission may table the preliminary plat only with the consent of the applicant. Thereafter, the Planning Commission will consider the proposed subdivision at a regular meeting requested by one of its members or by the applicant.

Subd. 9. Schedule. The preliminary plat must be forwarded to the Council after consideration of the plat by the Planning Commission. Consideration of the preliminary plat by the Council must be scheduled not more than 30 days following the date the plat was forwarded by the Planning Commission, unless otherwise agreed to by the applicant. The Council must be provided with copies of the Director's report, the submissions of the applicant, and minutes of the Commission's public hearing including the Commission's findings of fact. These items will be made a permanent part of the record of the meeting of the Council.

Subd. 10. Council consideration. The Council may hold a public hearing as part of its deliberations on the proposed subdivision. If the Council determines to hold a public hearing, the procedures of Subsection 505.17 must be complied with. The Council may question the applicant regarding the proposal, to request additional information of the applicant, or to retain expert testimony at the expense of the applicant.

Subd. 11. Council action. The Council acts on the proposed subdivision in one of the following ways:

- (a) approves the preliminary plat as submitted;
- (b) approves the preliminary plat with modifications or conditions;
- (c) disapproves the preliminary plat;
- (d) postpones action on the preliminary plat to the next regular meeting of the Council or to such later date agreed to by the applicant; or
- (e) with the consent of the applicant, tables action on the preliminary plat.

Subd. 12. Findings. Action by the Council approving, approving with modifications, or disapproving a preliminary plat must be accompanied by findings of fact. The applicant must be provided with written documentation of the Council's action stating the reasons for the Council's decision. If the Council postpones consideration of the proposed subdivision, the applicant must be provided with a written statement of the reasons for that action. A preliminary plat may not be postponed more than once without the consent of the applicant, and must be postponed

to the next regular meeting of the Council, or a later date agreed to by the applicant. Following initial postponement or failure of the applicant and Council to agree upon a later date, the applicant may request that the Council act to approve, approve with modifications, or disapprove the preliminary plat, unless the preliminary plat is postponed or tabled. Failure of the Council to act on the preliminary plat within 60 days of receipt of the preliminary plat is approval of the plat. The Council, with the consent of the applicant, may table the preliminary plat and thereafter the Council will consider the proposed subdivision at a regular Council meeting as requested by a Councilmember or by the applicant.

Subd. 13. Time limit. Approval of a preliminary plat is valid for one year from the date of the approval, unless prior to or within that one year period an extension is granted by the Council. If after the one year period or extension thereof a final plat has not been submitted for review and approval, the approval of the preliminary plat is void.

506.19. Final plats. Subdivision 1. Submission. Upon approval or approval with modifications of the preliminary plat by the Council the applicant may proceed to prepare the final plat for review and approval. Except as provided in Subsection 505.13, a final plat is required for all subdivisions. Requests for review and approval of final plats are filed with the Director on an approved application form, accompanied by ten diazo reproduction copies of the final plat and any other required submissions. Application must be made at least two weeks prior to the Council meeting at which formal action is requested.

Subd. 2. Fee. The fee for final plat review and approval is set by Chapter X.

Subd. 3. Final plat; form. Final plats must be prepared at a scale not less than one inch to 100 feet (1" = 100'), and consistent with Minnesota Statutes, Section 505 and rules of the appropriate county officer. Two exact transparent reproducible copies of the final plat must be submitted for official certification and execution by the City. Multiple sheets with match lines and master index may be used. The final plat must be consistent with the approved preliminary plat and must comply with all conditions or modifications imposed by the Council. The final plat must also include the following:

- (a) primary control points approved by the appropriate county officer, or descriptions to such control points, by which all dimensions, angles, bearings, and similar data on the plat referenced;
- (b) boundary lines; right-of-way lines for all streets and alleys; easements; and property lines with accurate dimensions, bearings, deflection angles, radii, arcs, central angles or curves;

- (c) names of rights-of-way and the width of each;
- (d) location and description of monuments to be placed or maintained;
- (e) certification as to accuracy of the plat by a certified surveyor;
- (f) language dedicating for public use any streets or other rights-of-way, easements, parks, etc. required by this section or imposed as a condition of approval by the Council; and
- (g) spaces for certification of approval to be signed by the mayor and clerk and official seal of the City.

Subd. 4. Final plat; content. The final plat must be accompanied by the following items if required by the Director:

- (a) an abstract of title or certificate of title for the land contained in the proposed subdivision;
- (b) an express written, irrevocable offer of dedication of all public streets, municipal uses, utilities, parks, public easements, etc. as shown on the final plat;
- (c) a warranty deed and title policy in the name of the City, for each parcel proposed for dedication (the title policy will be in an amount determined necessary by the City), and if required by the Director a title opinion from the City Attorney;
- (d) as may be required by Subsection 505.23, a letter of credit, cash escrow deposit, or other security determined acceptable by the attorney in an amount equal to 100% of the engineer's estimate of the costs for improvements required to be installed by the subdivider; and
- (e) as may be required by Subsection 505.23, a contract establishing the subdivider's obligation to complete the required improvements.

Subd. 5. Final plat; review; approval. The Director will compare the final plat with the preliminary plat and conditions or modifications imposed by the Council. The attorney will examine the abstract of title or certificate of title to ascertain that the land contained within the proposed subdivision is in the name of the applicant and that it is free and clear of all encumbrances or liens. The attorney will also review the offers of dedication and warranty deeds attached thereto. The Director will review the final plat for accuracy in its preparation and compliance with the design standards provided for by Subsection 505.37. The engineer will certify that the financial surety, if required, is of sufficient amount.

Subd. 6. Final plat; Council consideration. Upon completion of the review of the final plat and submissions by the Director and City attorney, the Director must schedule the final plat for consideration of the Council. If the review of the final plat by the Director or attorney identifies deficiencies in the final plat or the required submissions, the applicant will be notified by the Director. Noted deficiencies must be corrected prior to consideration of the final plat by the Council. Unless deficiencies in the final plat or required submissions have been noted, the final plat must be scheduled for Council consideration no later than 60 days after its submission to the Director.

Subd. 7. Final plat; Council action. When considering the final plat the Council must be provided with certifications by the Director and City attorney that the final plat and required submissions conform to the requirements of this section. The Council must then act to approve or disapprove the final plat. The Council's action must be based upon findings of fact, and the applicant will be provided with written documentation of the Council's action. The Council may postpone or table consideration of the final plat. Unless the final plat is postponed or tabled, failure of the Council to act on the plat within 60 days of receipt of the final plat is approval.

Subd. 8. Final plat; execution. The mayor and City Clerk must affix their signatures and the official seal of the City to the final plat. The Council must accept by separate resolution the lands and improvements offered for public dedication. The applicant must file approved subdivisions and all accompanying legal documents with the appropriate county officer. If the final plat is not recorded within 90 days after its approval by the Council the plat is void.

506.21. Required improvements. Subdivision 1. Responsibility. The subdivider is responsible for completing the improvements required by this section and as stipulated by the Council in its approval of the final plat. The required improvements must be constructed in compliance with the design standards of Subsection 505.31 and completed to the satisfaction of the Director.

Subd. 2. Required improvements. Unless waived pursuant to Subdivision 3, the following improvements must be completed and paid for by the subdivider as approved in the development contract:

- (a) curb and gutter;
- (b) sidewalks;
- (c) watermains;
- (d) sanitary sewers;

- (e) utility services;
- (f) street paving;
- (g) alley paving;
- (h) storm sewers and culverts;
- (i) bridges;
- (j) pedestrian paths and walks;
- (k) monuments;
- (l) ornamental street lights;
- (m) necessary approved alterations to natural drainage ways;
- (n) temporary street signs;
- (o) reforestation and landscaping;
- (p) miscellaneous items as agreed upon by the City Council and the subdivider;
- (q) miscellaneous items as contained in the design standards provided for by Subsection 505.31 of this ordinance.

Subd. 3. Waiver. The Council may waive required improvements deemed to be necessary or which the City may itself undertake. The City may construct the improvements as public improvements and assess all or part of the cost thereof against benefitted properties. A waiver must be requested by the subdivider and must be considered by the Council at the time of preliminary or final plat approval.

Subd. 4. Required plans. Prior to the commencement of construction of any required improvements, the subdivider must submit sufficiently detailed plans, profiles, and specifications for the required improvements for the review and approval of the engineer. The plans, profiles, and specifications must comply with the design standards of Subsection 500.31 and other provisions of this Code. The subdivider is responsible for obtaining permits required for construction of the improvements.

506.23. Improvements; bond. Subdivision 1. Form. The subdivider must provide the City with a letter of credit, cash escrow, or other acceptable security in an amount equal to 100% of the Director's estimate of costs for the required improvements. The surety must be submitted simultaneously with the request for approval of the final plat. The surety must (i) name the City as

obligee, (ii) specify the improvements that the surety secures, and (iii) stipulate that the surety secures the dedication of all the specified improvements and land, as required by the Council, free and clear of encumbrances and liens. The subdivider may submit separate sureties for separate required improvements. Prior to approval of the final plat by the Council the City attorney must review the submitted bond, or other security, as to its conformance with statutory provisions, form, sufficiency, and manner of execution. The required bond must be furnished in addition to a standard form development contract.

Subd. 2. Waiver. The Council may waive the requirement that the subdivider provide a bond or other security. In such case the Council must be provided with a signed, legally enforceable development contract specifying the required improvements and the subdivider's responsibility to complete them. The development contract must also specify that the City may undertake completion of the required improvements and assess the cost of same against the land contained in the subdivision upon failure of the applicant to satisfactorily complete the improvements. The contract must stipulate an agreed upon date for completion of the required improvements not later than two years from the date of approval of the development contract. The contract must be submitted at the time of final plat consideration by the Council. The Council may either waive the required bond submission and subsequently approve the development contract or require that a bond be submitted prior to approval of the final plat. If the development contract is accepted by the Council, the approval of the final plat is conditional pending satisfactory completion of the required improvements. If the security is waived and a development contract is submitted the final plat may not be signed or recorded until the required improvements have been completed to the satisfaction of the Director.

Subd. 3. Governmental units. Governmental units to which these bond and contract requirements apply may file in lieu of the bond or contract a certified resolution, from the officers or agencies empowered to act on their behalf, agreeing to comply with the provisions of this subsection.

506.25. Improvements; completion. Subdivision 1. Time. Required improvements must be completed within a time period specified by the Council. At the request of the subdivider and on the recommendation of the Planning Commission, the Council may extend the completion deadline for a period of one year provided the term of the required security is extended.

Subd. 2. Quality. The subdivider must request inspection of completed improvements by the Director. The Director will inspect improvements for compliance with the approved final plat, the submitted plans, profiles, and specifications for the improvements and the quality of their construction. Upon a finding

that the improvements have been satisfactorily completed, the Director must certify their completion by letter to the subdivider and the Council. Upon a finding that improvements have not been satisfactorily completed, the Director must certify the deficiencies by letter to the subdivider and the Council.

Subd. 3. Remedies. If the required improvements have not been satisfactorily completed by the completion deadline, the Council may:

- (a) extend the deadline for completion of the improvements for a period of not to exceed one year;
- (b) declare any submitted bonds or other securities in default and apply funds obtained from such to complete the required improvements;
- (c) declare the development contract, if such has been entered into, to be violated and thereupon undertake to complete the required improvements, assessing the cost of same against the land contained in the subdivision; or
- (d) when no improvements have been commenced, rescind its previous approval of the final plat and, if the plat has been recorded, undertake necessary action to vacate the plat or the public rights-of-way contained therein.

Subd. 4. Bond waiver. If the bond requirement has been waived and a development contract entered into, the Director must certify satisfactory completion of the required improvements prior to the execution of the final plat by the mayor and clerk.

Subd. 5. Building permits. A building permit for private construction may not be issued for land in a subdivision for which the final plat has not been recorded with the appropriate county officer. A building permit for private construction may not be issued for more than 60% of the lots or dwelling units contained in a subdivision for which all required improvements have not been completed. When the subdivision is to be accomplished in stages this requirement applies to each phase.

Subd. 6. Release. Bonds or other security held by the City to secure required improvements will be released one year following the date of certification of satisfactory completion of the improvements by the Director.

506.27. Land dedication, easements, and covenants. Subdivision 1. Dedications. The Council may require dedication of public improvements and lands designated on the plat or intended for public use. The City may require reservations and dedications for improvements that are not to be undertaken or completed immediately or as part of an approved subdivision. These requirements include, but are not limited to, lands for public

utilities, streets, and park and recreation facilities. The City may approve or disapprove the locations of lands proposed for dedication pursuant to this subsection. The provisions of Section 510 apply to these dedications.

Subd. 2. Streets. The final plat must indicate the location and reservation of rights-of-way, public and private, in the proposed subdivision.

Subd. 3. Utilities. The City requires that easements be provided for the location of public utilities and that proper legal instruments accomplishing that be provided prior to the approval of final plat. The final plat must show the location of the easements to be located in conformance to the design standards provided for by Subsection 505.31. The City may require the dedication of certain lands in fee simple for public utility use where deemed necessary or desirable in the public interest. In such case the dedication will be accomplished by submission of a warranty deed and a written irrevocable offer of dedication prior to approval of the final plat. Unless authorized by the City Council, private water, sanitary, or storm sewer facilities may not be constructed within a proposed subdivision to meet the requirements of this subsection.

506.29. Plats; restrictive covenants. Restrictive covenants may not appear on the face of a plat. The Council may not impose a condition in the form of a restrictive covenant as part of its approval of a final plat.

506.31. Plats; design standards. Subdivision 1. Adoption. The Director must prepare a set of comprehensive, detailed design standards and guidelines for platting. The design standards must be submitted to the Council for approval by resolution.

Subd. 2. Application of standards. The design standards apply to property, lands, structures, or projects regulated by this section and are the minimum requirements for the design and development of subdivisions or projects. The Council may waive any design standards as part of its approval of final plat when it finds that the public interest will not be adversely affected thereby. The Council may impose additional or more restrictive design standards as part of its approval of final plat where a finding is made that the public interest will be served thereby.

Subd. 3. Amendment. The design standards may be amended as necessary in the same manner as adopted. Proposed subdivisions for which the final plat has not yet been approved are subject to any adopted amendment of the design standards.

Subd. 4. Copies. Copies of the design standards will be provided to all interested parties on request at a reasonable charge.

506.33. Variances; appeals; procedures. Subdivision 1. Authority. The Council may consider and grant variances to the provisions of this section when it finds that unusual hardship on the land or practical difficulties related to the land would result from the strict application of the provisions of this section. The Council may review and rule upon appeals by an affected property owner where it is alleged that there has been an error in the interpretation or application of the provisions of this section. Variances and appeals will be processed in accordance with Subsection 515.55 of the Zoning Code.

506.35. Fees required. Subdivision 1. Basic fee. In order to defray the administrative costs of processing requests for review and approval of sketch plats, preliminary plats, final plats, variances, appeals, or amendments a base fee as described in Chapter X is required.

Subd. 2. Additional cost. In order to defray the additional costs of processing requests for applications submitted pursuant to the provisions of this section, additional costs for staff and consulting time and materials expended by the City in the processing of the applicant's requests may be required of the applicant.

506.37. Enforcement and penalties. Subdivision 1. Director. The Director must enforce the provisions of this section and bring to the attention of the City attorney any violations or lack of compliance with this section.

Subd. 2. Permits. A building permit may not be issued for property found to be in violation of this section until the violation has been corrected."

Sec. 3. Crystal City Code is amended to adding a section to read as follows:

Section 510 - Park Dedication

510.01. Dedication Required. As a condition of approval of any plat, replat, subdivision, or lot division allowing development of land for residential, commercial, industrial or other uses or combination thereof, a reasonable portion of the land to be divided must be dedicated to the public or preserved for public use as parks, playgrounds, trails, or open space. This requirement applies to plats, replats, subdivisions, or lot divisions that (i) create at least one additional lot or provide for at least one additional dwelling unit, or (ii) combine lots for the purpose of development involving changed or mixed land uses or the intensification of uses, or (iii) consist of a planned unit development as defined and regulated by the zoning code. The dedication requirement are not satisfied if the City reasonably determines that the land proposed for dedication is unsuitable for public recreational use. The dedication required by this section is in addition to dedication required for streets, roads, utilities, storm water ponding areas, or similar utilities and improvements.

510.03. Amount Required. The amount of land required for dedication is based upon the gross land area to be subdivided and equals the land the City reasonably finds it will need to acquire for park or other recreational purposes as a result of approval of the land division. Generally, ten percent of the gross land area to be subdivided must be dedicated for residential subdivisions and five percent for commercial and industrial subdivisions.

510.05. Cash Payment in Lieu of Dedication. The City may require a cash payment in lieu of land dedication. In determining to require payment or dedication, the Council will consider such factors as whether the land is needed in the proposed location, whether the proposed dedication is suitable for the intended use, and whether a cash payment would be more beneficial to development of the entire park system.

510.07. Amount of Cash Payment. The cash payment in lieu of dedication is determined by the fair market value of the undivided land as determined by the City Assessor at the time of final plat approval, including the value added by existing utilities, streets and other public improvements serving the property but excluding the value added by all other existing improvements to the land. The cash payment is determined by applying the appropriate percentage stated in Subsection 510.03 to the fair market value as determined by the assessor. The maximum cash payment is \$_____ for each dwelling unit in residential subdivisions and \$_____ per acre in commercial and industrial subdivisions.

510.09. Park and Open Space Fund. Cash payments in lieu of dedication are payable at the time of final subdivision approval. The payments must be placed in a special fund established by the City to be used solely for the purposes of acquisition or development of parks, playgrounds, trails, or open space.

510.11. Partial Dedication. The City may accept a dedication of land in an amount less than that specified in subsection 510.03 and require a cash payment equivalent to the balance of the dedication requirement. The partial cash payment is determined by subtracting the percentage of land actually dedicated from the percentage of land required to be dedicated under subsection 510.03, and applying the resulting percentage to the fair market value of the proposed subdivision.

510.13. Credit for Private Land. A credit of up to 25 percent of the dedication requirement may be awarded for park and open space that is to be privately owned and maintained by the future residents of the subdivision. A credit will not be awarded unless the following conditions are met:

- (a) private open space may not be occupied by nonrecreational buildings and must be available for the use of all the residents of the proposed subdivision;

(b) required building setbacks will not be included in computation of private open spaces;

(c) use of the private open space must be restricted for park, playground, trail, or open space purposes by recorded covenants that (i) run with the land in favor of future owners of property within the subdivision and (ii) cannot be defeated or eliminated without the consent of the City Council;

(d) the private open space shall be of a size, shape, location, topography, and useability for park or recreational purposes, or contain unique features which are important to be preserved; and

(e) the private open space must reduce the demand for public recreational facilities or public open space occasioned by development of the subdivision.

Sec. 4. Crystal City Code, Section 500 and 505 are repealed. Nothing in this ordinance is to be construed to (i) affect the right, title or interest of a person in real property or (ii) modify, abrogate or impair the rights and obligations of the City or a person arising from the prior exercise of the City of its powers under the sections of the City Code repealed this ordinance.

Sec. 5. This ordinance is effective in accordance with Crystal City Code, Subsection 110.11 and applies to proceedings initiated after its effective date. A proceeding enacted prior to the effective date of this ordinance may be concluded in the manner prescribed by the sections of the code repealed by this ordinance.

Dated: _____, 1989.

Mayor

Attest:

City Clerk

CRYS3:00110D01.F16

Current Code

CHAPTER V

PLANNING AND LAND USE REGULATIONS

Section 500 - The City Plan

500.01. Program of Work; Planning Commission Duties. The Planning Commission shall proceed to prepare and adopt by resolution a program of work, outlining activities proposed to be undertaken in the exercise of its powers and the performance of its duties. The program shall include:

- a) An outline of data and information to be assembled as a basis for the City plan;
- b) An outline of subjects to be covered by the City plan;
- c) An outline of types of procedure necessary to make the City plan effective.

The Planning Commission may, by resolution, revise its program of work from time to time.

500.03. Preparation of City Plan. The Planning Commission shall prepare and adopt a comprehensive City plan for the physical development of the City, including public buildings, street arrangements and improvements, public utility services, parks, playgrounds, and other similar developments, the use of property, the density of population, and other matters relating to the physical development of the City. Such plan may be prepared in sections, each of which shall relate to a major subject of the plan, as outlined in the commission's program of work.

500.05. Procedure to Adopt City Plan. Before adopting the City plan or any section of it or any substantial amendment thereof, the Planning Commission shall hold at least one public hearing thereon, notice of the time and place of which shall be given by publication in the official newspaper at least 10 days before the date of the hearing. The adoption of the City plan or any section or amendment thereof shall be by resolution of the commission, approved by the affirmative vote of a majority of the total membership. The commission may from time to time amend or add to the City plan or section thereof as provided in this section for the adoption of the original plan whenever changed conditions or further studies by the commission indicate that such amendment or addition is necessary. An attested copy of the plan or of any section, amendment, or addition to the City plan adopted by the Planning Commission shall be certified to the Council.

500.07. City Plan Adopted. The Comprehensive Municipal Plan recommended by the Planning Commission and adopted by Council Resolution of June 3, 1975, as the Official City Plan, is hereby adopted by reference and made a part of this section as though fully set forth herein. (As amended, Ord. No. 75.9, Sec. 1).

500.11. City Plan Execution. Upon the adoption of the City plan or any section thereof the Planning Commission shall recommend to the Council reasonable and practicable means for putting into effect such

plan or section thereof in order that the same will serve as a pattern or guide for the orderly physical development of the City and as a basis for the efficient expenditure of the funds thereof relating to the subjects of the City plan. The recommended means shall consist of zoning regulations, the control of subdivision and plats, a plan of future streets as provided by law, coordination of the normal public improvements of the City, a long term program of capital expenditures and such other matters as will accomplish the purpose of this section.

500.13. (Repealed, Ord. No. 75.9, Sec. 4).

500.15. Amendments to Land Use Regulations. The Planning Commission upon its own motion may, and at the direction of the Council shall, prepare proposed changes in the Zoning Code, the Official City Map, or the subdivision regulations of the City. The procedures for the adoption of any such change shall be that specified for the amendment of the Zoning Code in Section 515 (Appendix I) of this Code. (As amended, Ord. No. 75.9, Sec. 2).

500.17. Recommended Public Works. Each officer, department, board or commission of or in the City whose functions include recommending, preparing plans for or constructing public works shall, at least three months before the end of each fiscal year, submit to the Planning Commission a list of the proposed public works recommended by such officer, department, board or commission for planning, initiation, or construction during the ensuing fiscal year. The Planning Commission shall request from the local school board a similar list of its proposed public works. The Planning Commission shall list and classify all such proposed public works and shall prepare a coordinated program of proposed public works for the ensuing fiscal year. The program shall be recommended to the Council and to such other officers, departments, boards or public bodies as have jurisdiction over the recommending, planning or constructing of public works. A copy of such recommended progress of public works shall be included in the annual report of the Planning Commission.

500.19. Uniform Improvement Standards. Subdivision 1. Recommendation. The Planning Commission and the Engineer shall have the recommendatory powers set forth in this section to the Council in order to secure uniform improvement standards in the City.

Subd. 2. Procedure. Prior to the issuance of any building permit for a new building or for the alteration of, addition to, restoration of, extensive remodeling or major repair of an existing building for any industrial, manufacturing, commercial, business, multiple dwelling (apartment building) use permitted in a zoning district, or for any use other than a private or two family dwelling in a Residential District, the Building Inspector shall refer each application to the next regular meeting of the Planning Commission. Prior to the issuance of any building permit for multiple dwelling (other than a private or two family dwelling), commercial or industrial where there is to be an increase of the total floor area of an existing building, where there is a change in the former use of an existing building, where no effective or poor traffic control of on-street or off-street vehicular traffic now exists, or where a violation of this Code might otherwise result, the application shall be referred to the Planning Commission.

Subd. 3. Planning Commission Evaluation. The Planning Commission shall study and evaluate the proposed location of the new building on the property or changes proposed to an existing building taking into consideration the Building Inspector's recommendation and the following factors:

- a) Type of building
- b) Location of the property
- c) Nature of use of said property and surrounding area
- d) On-street and off-street parking
- e) Architect's plans and blue prints
- f) Survey of the property
- g) Area of the property
- h) Buffer zone, if any

The Planning Commission may recommend approval or disapproval of such application. The Planning Commission may also recommend approval subject to such conditions as it deems necessary and reasonable for the orderly development of that property consistent with sound planning.

Subd. 4. Engineer's Report. The Engineer shall after Planning Commission approval ascertain by investigation or inspection what on-site and off-site improvements are in, or provided for. He shall consider such items as grading, gravel base, blacktop, boulevard sodding, sidewalk, curb and gutter, drainage, parking area, sanitary sewer, storm sewer, catch basin, sewer connections, water mains, property line curbs, buffer zones, and other items of a like nature including street, alley, utility and drainage easements. The Engineer shall report his findings to the Council.

Subd. 5. Council Review. The Council shall review both the recommendation of the Planning Commission and the report of the Engineer and adopt all or such parts thereof that it determines to be necessary and proper as standards for the development of said property. These adopted standards shall be specifically enumerated as to construction work required to be done and conditions. The Council shall determine whether the City shall undertake to perform all or any part of such construction requirements located in the street, taking into consideration available financing and other improvements scheduled; otherwise such work is to be done by the builder. In the event that the builder is not able to complete such work requirements or conditions prior to the issuance of the building permit then he may, in lieu thereof, enter into an agreement with the City to comply with said standards by depositing a bond of sufficient amount satisfactory to the City guaranteeing the performance of such work requirements and conditions in accordance with plans and specifications approved by the City.

Subd. 6. Policy. The Council may by resolution adopt policies regarding the nature and extent of off-site improvements required under this subsection.

Section 505 - Plats; Subdivision Regulations

505.01. Plats. Subdivision 1. Council Action. Every plat of land proposed within the City or within two miles of the limits of the City shall be submitted to the Council before being filed and no plat of land shall be filed unless and until the same shall first have been approved by the Council. Before acting on such plat the Council shall submit it to the Planning Commission for its recommendations.

Subd. 2. Commission Action. The Planning Commission, within 60 days after a plat has been referred to it by the Council, shall act on the same and shall make its recommendation with respect thereto. Such recommendations may consist of:

- a) Recommendation that the Council approve the plat; or
- b) Recommendation that the Council disapprove the plat, in which case such recommendation shall include a statement of the specific reason for the recommendation; or
- c) Recommendation that the Council approve such plat after specified changes or revisions are made therein, which recommendations may include the condition that a revised plat, containing such changes or revisions, be submitted to the Planning Commission, in which case such revised plat shall be so submitted to the Planning Commission for its further consideration and recommendations before action thereon by the Council. Failure of the Commission to report to the Council within the 60 day period is deemed approval of the plat.

505.03. Preliminary Plat. Subdivision 1. Preliminary Plats. In addition to the requirements of subsection 505.01, preliminary plats shall contain the information required by this subsection.

Subd. 2. Required Sketch Information. Any person desiring to subdivide a parcel of land in the City shall submit to the Clerk preliminary sketches or blueprints in triplicate with the following information indicated thereon.

- a) Location and legal description
- b) Proposed name of the subdivision
- c) Name of owner, trustee or attorney-in-fact
- d) Name of mortgagor, if any
- e) Name of surveyor and his state registration number, if any
- f) Size and number of lots and tentative numbering
- g) Size and number of blocks and tentative numbering
- h) Width of streets
- i) Tentative names of streets
- j) Width of alleys or easements for public purposes
- k) All platting surrounding the land in question for 150 feet and any other essential facts
- l) Public areas proposed for parks, public squares and playgrounds
- m) Easements, such as roads, pole lines, drainage ditches and transportation routes

- n) Whether land is registered property or abstract property, or both
- o) Draft of proposed deed restrictions
- p) Swamp land, low wet land or natural water channels
- q) Date, north point and scale.

Subd. 3. Additional Requirements. In addition to the information required in subdivision 2 of this subsection the following rules apply to the preliminary plat.

- a) All alleys shall be not less than 20 feet in width.
- b) Streets must conform to any county thoroughfare plan, to the official street plan of the City and to the State Highway Plans. Streets shall be not less than 60 feet in width. Streets and alleys must be continuous and match with streets and alleys in adjoining plats if practicable. There must be a half street dedicated along the boundary line of any ownership if the Council so requires.
- c) Each block shall be laid out to provide two rows of lots and shall not be less than 125 feet in length unless approved by the Council and side lot lines shall be at right angles or radial to street lines.
- d) Where a railroad right-of-way traverses the land to be platted, a street shall be laid out parallel to and adjoining the right of way of the railroad on each side of the right-of-way, the width to be determined by the Council. No street dedications will be accepted which requires a crossing of a railroad unless sufficient land is dedicated to provide for approaches sufficient for a grade crossing.
- e) (Repealed, Ord. No. 85-14, Sec. 1.)
- f) All lots shall be not less than 7,500 square feet. Each lot shall have a minimum frontage of 60 feet. Subject to the overall minimum of 7500 square feet, no lot shall be less than 100 feet in depth.

505.05. Council's Action. The Planning Commission shall submit the preliminary plat to the Council for examination and consideration at the next subsequent meeting of the Council. The plat shall be filed five days prior to such meeting. If disapproved, the plat shall be returned to the owner with the Council's objections thereto; if approved, the owner shall prepare and file the final or record subdivision plat in triplicate within one year after approval of the preliminary plat. Otherwise the approval of the preliminary plat is null and void unless an extension of time is applied for and the application is granted by the Council. The final plat shall comply with the terms of this section and Minnesota Statutes, Section 462.358.

505.07. Variances. In any case in which the compliance with the provisions of this section involves an unusual hardship on the land, and failure to comply does not interfere with the purposes of these platting regulations, the Council acting as the Board of Adjustments and Appeals under subsection 305.21 of this Code and in accordance with that subsection, may grant a variance from the requirements of this section.

505.09. Plats; Conditions. Subdivision 1. Building Permits; Unplatted Property. A building permit may not be issued under Chapter IV for new construction on unplatted land. At the time of application for such building permits the applicant shall submit the information required by this section for the platting of the parcel involved.

Subd. 2. Replatting. When the boundary of any unplatted land or platted land is proposed to be changed by adding land to or dividing a parcel of land, the procedures for platting set forth in this section shall be complied with.

505.11. Platting; Replatting, Variances; Fees. The fees for application for the platting or replatting of land or the granting of a variance from these regulations are established in Chapter X of this Code. (Ord. No. 75.9, Sec. 3).

MEMORANDUM

DATE: July 25, 1989
TO: Jerry Dulgar, City Manager
FROM: Julie Jones, Community Development Coordinator
SUBJECT: Year XV CDBG Subrecipient Agreement

The City of Crystal is required by Hennepin County to authorize the attached Subrecipient Agreement in order to proceed with the Community Development Block Grant Programs for Year XV.

The amount of funding the City of Crystal originally requested, \$117,394.00, has been approved and divided according to our original program request. The breakdown of funds between the four programs and descriptions of those programs are attached to the agreement.

The completed and signed documents must be returned to Hennepin County by August 18, 1989, along with the resolution authorizing execution with an official seal imprint.

kg

RESOLUTION NO. 89 - _____
RESOLUTION AUTHORIZING COMMUNITY DEVELOPMENT
BLOCK GRANT SUBRECIPIENT AGREEMENT

WHEREAS, the City of Crystal has received a \$117,394 Year XV Community Development Block Grant (CDBG) entitlement allocation to carry out various community development activities; and

WHEREAS, the City of Crystal must approve Contract No. 90704, an Agreement between Hennepin County and the City of Crystal regarding administration of Year XV CDBG activities, prior to commencement of the authorized projects;

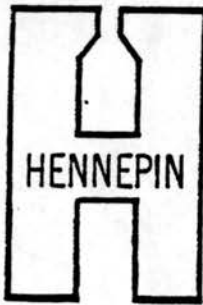
NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Crystal, Minnesota authorizes the Mayor and City Manager to sign Hennepin County Contract No. 90704 on behalf of the City of Crystal.

DATE

MAYOR

ATTEST:

CLERK



DATE: July 20, 1989
TO: Urban Hennepin County Cooperating Communities
FROM: Hennepin County Office of Planning and Development
SUBJECT: SUBRECIPIENT AGREEMENTS

As referred to in several of our recent communiques, Subrecipient Agreements have been prepared which provide the basis for implementing the specific activities of the 1989 (Year XV) Urban Hennepin County Community Development Block Grant program. The agreements are required pursuant to the Community Development Block Grant Program Entitlement Grant Regulations at 24 CFR Part 570.503, Agreements with Subrecipients. Before disbursing any Year XV CDBG funds, the agreement must be signed between Hennepin County, the recipient, and your community, the subrecipient.

Accompanying this memo are three copies of the agreement for appropriate execution by your local officials. Return all three signed copies along with the resolution of the governing body authorizing execution with official seal imprint as necessary to:

Hennepin County Office of Planning and Development
Development Planning Unit
822 South Third Street, Suite 310
Minneapolis, MN 55415

We should receive your executed agreements no later than Friday, August 18, 1989.

After the County has signed them, a copy will be sent to you for your reference.

In instances where your CDBG activity is implemented by a third party (see item 7. Supplemental Agreement on Exhibit 1. Attachments) an agreement similar to the Subrecipient Agreement must be executed between your community and that party. We are preparing a standard Third Party Agreement for your action following the execution of the Subrecipient Agreement subject of this memo.

A general meeting is scheduled for Thursday, August 3, 1989 at 3:00 p.m. in the Shady Oak Room of the Minnetonka Community Center (second floor), should you wish to discuss the agreement with us and your fellow CDBG participants. Your County CDBG representative is prepared to answer your questions at any time.

tf
Enclosure

Contract No. 90704

SUBRECIPIENT AGREEMENT
URBAN HENNEPIN COUNTY
COMMUNITY DEVELOPMENT BLOCK
GRANT PROGRAM

THIS AGREEMENT made and entered into by and between the COUNTY OF HENNEPIN, State of Minnesota, hereinafter referred to as "RECIPIENT," and the City of Crystal, hereinafter referred to as "SUBRECIPIENT," said parties to this Agreement each being governmental units of the State of Minnesota, and is made pursuant to Minnesota Statutes, Section 471.59:

WITNESSETH

WHEREAS, Recipient has received a Community Development Block Grant (CDBG) entitlement allocation under Title I of the Housing and Community Development Act of 1974, as amended, to carry out various community development activities in cooperation with Subrecipient; and

WHEREAS, \$ 117,394 from Federal Fiscal Year 1989 CDBG funds has been approved by Recipient for use by Subrecipient for the implementation of eligible and fundable community development activity/ies as included in and a part of the 1989 Statement of Objectives and Projected Use of Funds, Urban Hennepin County Community Development Block Grant Program and as set forth in the Statement of Work described in Exhibit 1 to this Agreement; and

WHEREAS, the Subrecipient agrees to assume certain responsibilities for the implementation of the approved community development activity/ies, described in Exhibit 1.

NOW, THEREFORE, the parties hereunto do hereby agree as follows:

1. The Subrecipient shall expend all or any part of its CDBG allocation only on those activities identified in Exhibit 1, and shall fully expend the funds related thereto not later than December 31, 1990.
2. The Uniform Administrative Requirements, as promulgated in 24 CFR 570.502, shall apply to all activities undertaken by the Subrecipient provided for in this Agreement or by any program income generated therefrom.
3. The Subrecipient shall be responsible for procurement of all supplies, equipment, services, and construction necessary for implementation of its activity/ies. Procurement shall be carried out in accordance with the "Common Rule" provisions (24 CFR 85) (which replace OMB Circular A-102 for the purposes of this Agreement), the procurement requirements of the Subrecipient, and all provisions of the Community Development Block Grant Regulations, 24 CFR Part 570 (the most restrictive of which will take precedence). The Subrecipient shall prepare, or cause to be prepared, all advertisements, negotiations, notices, and documents; enter into all contracts; and conduct all meetings, conferences, and interviews as

necessary to insure compliance with the above described procurement requirements. The Recipient shall provide advice and staff assistance to the Subrecipient to carry out its CDBG-funded activity/ies.

4. The Subrecipient shall be responsible for carrying out all acquisitions of real property necessary for implementation of the activity/ies. The Subrecipient shall conduct all such acquisitions in its name and shall hold title to all properties purchased. The Subrecipient shall be responsible for preparation of all notices, appraisals, and documentation required in conducting acquisition under the latest applicable regulations of the Uniform Relocation Assistance and Real Property Acquisition Act of 1970 and of the CDBG Program. The Subrecipient shall also be responsible for providing all relocation notices, counseling, and services required by said regulations. The Recipient shall provide advice and staff assistance to the Subrecipient to carry out its CDBG-funded activity/ies.
5. The subrecipient shall comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 as required under S 570.606(a) and HUD implementing regulations at 24 CFR Part 42; the requirements in S 570.606(b) governing the residential antidisplacement and relocation assistance plan under section 104(d) of the Housing and Community Development Act of 1974 (the Act); the relocation requirements of S 570.606(c) governing displacement subject to section 104(k) of the Act; and the relocation requirements of S 570.606(d) governing optional relocation assistance under section 105(a)(11) of the Act.
6. The Subrecipient shall maintain records of the expenditure of all CDBG funds it receives, such records to be maintained in accordance with OMB Circulars A-87 and the "Common Rule" provisions (24 CFR 85) and in accordance with OMB Circular A-110 and A-122, as applicable. All records shall be made available, upon request of the Recipient, for inspection/s and audit/s by the Recipient or its representatives. If a financial audit/s determines that the Subrecipient has improperly expended CDBG funds, resulting in the U.S. Department of Housing and Urban Development disallowing such expenditures, the Recipient reserves the right to recover from the Subrecipient other monies to fund such disallowed CDBG expenditures. Audit procedures are specified, below in Section 22 of this Agreement.
7. The Subrecipient shall take all necessary actions, not only to comply with the stipulations as set out in Exhibit 1, but to comply with any requests by the Recipient in that connection; it being understood that the Recipient has responsibility to the U.S. Department of Housing and Urban Development (HUD) for insuring compliance with such requirements. The Subrecipient also will promptly notify the Recipient of any changes in the scope or character of the activity/ies which it is implementing.

8.
 - a. The Subrecipient does hereby agree to release, indemnify, and hold harmless the Recipient from and against all costs, expenses, claims, suits, or judgments arising from or growing out of any injuries, loss or damage sustained by any person or corporation, including employees of Subrecipient and property of Subrecipient, which are caused by or sustained in connection with the tasks carried out by the Subrecipient under this Agreement.
 - b. The Subrecipient does further agree that in order to protect itself as well as the Recipient under the indemnity agreement provisions hereinabove set forth it will at all times during the term of this Agreement and any renewal thereof, have and keep in force: a single limit or combined limit or excess umbrella commercial and general liability insurance policy of an amount of not less than \$600,000 for property damage arising from one occurrence, \$600,000 for damages arising from death and/or total bodily injuries arising from one occurrence, and \$600,000 for total personal injuries arising from one occurrence. Such policy shall also include contractual liability coverage protecting the Recipient, its officers, agents and employees by a certificate acknowledging this Agreement between the Subrecipient and the Recipient.
9. The Recipient agrees to provide the Subrecipient with Community Development Block Grant funds in such amounts as agreed upon in this Agreement to enable the Subrecipient to carry out its CDBG-eligible activity/ies as described in Exhibit 1. It is understood that the Recipient shall be held accountable to the HUD for the lawful expenditure of CDBG funds under this Agreement. The Recipient shall therefore make no payment of CDBG funds to the Subrecipient and draw no funds from HUD/U.S. Treasury on behalf of a Subrecipient activity/ies, prior to having received a proper Hennepin County Warrant Request form from the Subrecipient for the expenses incurred, as well as copies of all documents and records needed to insure that the Subrecipient has complied with the appropriate regulations and requirements.
10. The Recipient shall maintain the environmental review record on all activities. The Subrecipient shall be responsible for providing necessary information to the Recipient to accomplish this task.
11. The Recipient shall be responsible for the preparation of all requests to HUD for wage rate determinations on CDBG activities undertaken by the Subrecipient. The Subrecipient shall notify the Recipient prior to initiating any activity, including advertising for contractual services which will include costs likely to be subject to the provisions of Federal Labor Standards and Equal Employment Opportunity and related implementing regulations. The Recipient will provide technical assistance to the Subrecipient to ensure compliance with these requirements.

12. The Recipient agrees to provide technical assistance to the Subrecipient in the form of oral and/or written guidance and on-site assistance regarding Community Development Block Grant procedures and project management. This assistance will be provided as requested by the Subrecipient, and at other times, at the initiative of the Recipient, when new or updated information concerning the CDBG Program is received by the Recipient and deemed necessary to be provided to the Subrecipient.
13. The Recipient shall have authority to review any and all procedures and all materials, notices, documents, etc., prepared by the Subrecipient in implementation of this Agreement, and the Subrecipient agrees to provide all information required by any person authorized by the Recipient to request such information from the Subrecipient for the purpose of reviewing the same.
14. In accordance with the provisions of 24 CFR 85.43, suspension or termination of this Agreement may occur if the Subrecipient materially fails to comply with any term of this Agreement. This Agreement may be terminated for convenience in accordance with 24 CFR 85.44. This Agreement may be terminated with or without cause by either party hereto by giving thirty (30) days written notice of such termination. CDBG funds allocated to the Subrecipient under this Agreement may not be obligated or expended by the Subrecipient following such date of termination. Any funds allocated to the Subrecipient under this Agreement which remain unobligated or unspent following such date of termination shall automatically revert to the Recipient.
15. Any material alterations, variations, modifications or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an Amendment to this Agreement signed and approved by the respective parties, governing bodies and properly executed by the authorized representatives of the parties. All Amendments to this Agreement shall be made a part of this Agreement by inclusion in Exhibit 2 which shall be attached at the time of any Amendment.
16. All data collected, created, received, maintained or disseminated for any purposes by the activities of the Subrecipient in the performance of this Agreement is governed by the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13, and all other statutory provisions governing data privacy, the Minnesota Rules implementing such act now in force or hereafter adopted, as well as federal regulations on data privacy.
17. During the performance of this Agreement, the Subrecipient agrees to the following: In accordance with the Hennepin County Affirmative Action Policy and the County Commissioners' Policies Against Discrimination, no person shall be excluded from full employment rights or participation in, or the benefits of, any program, service or activity on the grounds of race, color, creed, religion, age, sex, disability, marital status, affectional/sexual preference, public assistance status, ex-offender status, or national origin;

and no person who is protected by applicable federal or state laws against discrimination shall be otherwise subjected to discrimination.

18. The effective date of this Agreement is July 1, 1989. The termination date of this agreement is December 31, 1990, or at such time as the activity/ies constituting part of this Agreement are satisfactorily completed prior thereto. Upon expiration, the Subrecipient shall relinquish to the Recipient all program funds unexpended or uncommitted for the activities described in Exhibit 1.
19. If the Subrecipient generated any program income as a result of the expenditure of CDBG funds, the provisions of 24 CFR 570.504 shall apply, as well as the following specific stipulations:
 - a. The Subrecipient recognizes that it must notify the Recipient of any program income within ten (10) days of the date that such program income is generated.
 - b. That any such program income must be paid to the Recipient by the Subrecipient as soon as practicable after such program income is generated or may be retained by the Subrecipient, as specifically identified in Exhibit 1.
 - c. The Subrecipient further recognizes that the Recipient has the responsibility for monitoring and reporting to HUD on the use of any such program income. The responsibility for appropriate recordkeeping by the Subrecipient and reporting to the Recipient by the Subrecipient on the use of such program income is hereby recognized by the Subrecipient. The Recipient agrees to provide technical assistance to the Subrecipient in establishing an appropriate and proper recordkeeping and reporting system, as required by HUD.
 - d. That in the event of close-out or change in status of the Subrecipient, any program income that is on hand or received subsequent to the close-out or change in status shall be paid to Recipient as soon as practicable after the income is received. The Recipient agrees to notify the Subrecipient, should close-out or change in status of the Subrecipient occur.
20. Any real property under the control of the Subrecipient that was acquired or improved, in whole or in part, using CDBG funds in excess of \$25,000 shall either be:
 - a. Used to meet one of the national objectives in S 570.208 until five years after expiration of this Agreement;
 - b. Disposed of in a manner that results in the Recipient's being reimbursed in the amount of the current fair market value of the property less any portion of the value attributable to expenditures of non-CDBG funds for acquisition of, or improvement to, the property.

21. The following standards shall apply to real property under the control of the Subrecipient that was acquired or improved, in whole or in part, using CDBG funds:
 - a. The Subrecipient shall inform the Recipient at least thirty (30) days prior to any modification or change in the use of the real property from that planned at the time of acquisition or improvements including disposition.
 - b. The Subrecipient shall reimburse the Recipient in an amount equal to the current fair market value (less any portion thereof attributable to expenditures of non-CDBG funds) of property acquired or improved with CDBG funds that is sold or transferred for a use which does not qualify under the CDBG regulations. Said reimbursement shall be provided to the Recipient at the time of sale or transfer of the property referenced, herein.
 - c. Any program income generated from the disposition or transfer of property prior to or subsequent to the close-out, change of status or termination of the cooperation agreement between the Recipient and the Subrecipient shall be repaid to the Recipient at the time of disposition or transfer of the property.
22. The Subrecipient agrees to provide Recipient with an annual audit consistent with the Single Audit Act of 1984 (U.S. Public Law 98-502) and the implementing requirements of OMB Circular A-128, Audits of State and Local Governments, and, as applicable, OMB Circular A-110, Uniform Requirements for Grants to Universities, Hospitals and Non-Profit Organizations.
 - a. The audit is to be provided to Recipient on July 1 of each year this Agreement is in effect and any findings of noncompliance affecting the use of CDBG funds shall be satisfied by Subrecipient within six (6) months of the provision date.
 - b. The audit is not required, however, in those instances where less than \$25,000 in assistance is received from all federal sources in any one fiscal year.
 - c. The audit may not be paid from CDBG funds.
 - d. The Recipient reserves the right to recover, from non-CDBG sources, any CDBG expenses which are disallowed by the audit.
23. The subrecipient shall comply with the applicable section of 24 CFR 570.200, particularly sections (b) (Special Policies Government Facilities); (c) (Special Assessments); (f) (Means of Carrying Out Eligible Activities); and (j) (Constitutional Prohibitions Concerning Church/State Activities).
24. The Subrecipient shall comply with the Lead-Based Paint notification, inspection, testing and abatement procedures established in 24 CFR 570.608.

SUBRECIPIENT, having signed this Agreement, and the Hennepin County Board of Commissioners having duly approved this Agreement on _____, 19____, and pursuant to such approval and the proper County officials having signed this Agreement, the parties hereto agree to be bound by the provisions herein set forth.

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

Arthur W. Kotzman
Assistant County Attorney

Date: 7-20-89

APPROVED AS TO EXECUTION:

Assistant County Attorney

Date: _____

CITY MUST CHECK ONE:

The City is organized pursuant
to: Plan A Plan B Charter

COUNTY OF HENNEPIN, STATE OF MINNESOTA

By: _____
Chairman of its County Board

And: _____
Deputy/Associate County Administrator

ATTEST: _____
Deputy/Clerk of the County Board

SUBRECIPIENT:
City of Crystal

By: _____

Its

And: _____
Its

ATTEST: _____
Title

SUBRECIPIENT AGREEMENT
URBAN HENNEPIN COUNTY
COMMUNITY DEVELOPMENT
BLOCK GRANT PROGRAM

EXHIBIT 1.

STATEMENT OF WORK

The following activities shall be carried out by the city of Crystal under the terms of this Agreement and the details and processes set forth below.

Up to \$117,394 is to be provided in Urban Hennepin County Community Development Block Grant funds to the city of Crystal to assist in the funding of the following activities in the amount and under the stipulations individually specified in each attachment:

- A. Child Day Care
- B. Rehabilitation of Private Property
- C. Scattered Site Acquisition
- D. Senior Transportation - West

ATTACHMENT A

1. ACTIVITY: Child Day Care
2. LOCATION: ADDRESS: Citywide
CENSUS TRACT: NA
3. NUMBER: 019
4. BUDGET: \$10,000
5. BENEFIT: L/M (Limited Clientele)
6. DESCRIPTION:

Provide child daycare assistance for Section 8 income eligible households utilizing a sliding fee scale through an agreement with the Greater Minneapolis Daycare Association. Hennepin County will provide overall program coordination.

7. GENERAL REQUIREMENTS: Requirements with an "X" are applicable to this activity and are to be included in this section and made a part of this agreement.

[X] Supplemental Agreement

Type: [X] Non-Profit Agency Greater Minneapolis Daycare Association
[] Public Agency _____
[] Other _____

An agreement must be executed between subrecipient and any other agency providing a service or implementing an activity on behalf of subrecipient. Said agreement must contain all pertinent sections contained in Subrecipient Agreement and such other requirements as are identified herein.

[X] Schedule

Activity must be implemented in a timely manner and completed by December 31, 1990.

[X] Environmental Review Record

Per 24 CFR Part 58 Subpart E the environmental review status for this activity has been determined as follows:

- [] Exempt (EX)
[] Categorically Excluded (CE)
[X] Categorically Excluded/Exempt (CE/EX)
[] Assessment Required (AR)
[] Funds Released (FR) Date: _____

[] Labor Standards/Equal Employment Opportunity

All construction projects of \$2,000 or more and financed in whole or part with federal funds shall comply with the provisions of the Davis-Bacon Act (prevailing wage), the Contract Work Hours and Safety Standards Act and the Copeland (Anti-Kickback) Act.

All federally funded or assisted construction contracts or subcontracts of \$10,000 or more shall comply with Executive Order 11246, Equal Employment Opportunity, as amended, and the regulations issued pursuant thereto, 41 CFR Part 60.

[] Procurement

Standards and guidelines are established in 24 CFR Part 85.36 for the procurement of supplies, equipment, construction and services for federally assisted programs. All procurement shall be made by one of the following methods. The method used shall be adequately documented and contracts shall contain standard conditions as appropriate.

- Small Purchase. (Informal Method) To be followed for the purchase of services, supplies or other property costing in the aggregate not more than \$25,000. If small purchase procurement is used, written price or rate quotations must be obtained from an adequate number of qualified sources.
- Competitive Sealed Bids. (Formal Advertising) To be followed when the purchase/s, costing in the aggregate, exceeds \$25,000. Sealed bids shall be publicly solicited and a firm fixed-price contract is to be awarded to the lowest responsible bidder. This method is preferred for soliciting construction bids.
- Competitive Proposals. This method is normally used when more than one source submits an offer, and either a fixed-price or cost-reimbursement type contract is awarded. This method is typically used for procuring professional services.

[] Uniform Relocation Assistance and Real Property Acquisition

The standards described in 49 CFR Part 24 shall apply to activity that involves the acquisition of real property or the displacement of persons, including displacement caused by rehabilitation and demolition.

[] Residential Antidisplacement and Relocation Assistance

All occupied and vacant occupiable low-moderate income dwelling units demolished or converted to another use as a direct result of activity shall be replaced and relocation assistance shall be provided to each displaced low-moderate income household in accordance with the Urban Hennepin County CDBG Program Anti-displacement and Relocation Assistance Policy, pursuant to Section 104(d) of the Housing and Community Development Act of 1974, as amended.

☐ Property Management

The standards described in 24 CFR Part 570.505 Subpart J shall apply to all real property which was acquired or improved in whole or in part using CDBG funds in excess of \$25,000. These standards apply for a period of five (5) years after the termination of this agreement.

☐ Land Disposition Agreement

This agreement, executed between Hennepin County and the subrecipient community, contains the terms under which the community can acquire and hold land for a specified use and time period.

☒ Low and Moderate Income

Using the applicable Section 8 income limits established by HUD, it shall be demonstrated that a low- and moderate-income activity so indicated in 5. Benefit, above, meets one of the four criteria of 24 CFR Part 570.208, relating to:

- ☐ Area Benefit
- ☒ Limited Clientele
- ☐ Housing
- ☐ Job Creation or Retention

☐ Prevention or Elimination of Slums and Blight

It shall be demonstrated that a slum and blight activity so indicated in 5. Benefit, above, meets one of the following criteria:

- ☐ Area Determination. The boundaries of the slum or blighted area must be defined and meet the requirements of 24 CFR Part 570.208 (b)(1).
- ☐ Spot Basis. The specific conditions of blight or physical decay not located in a slum or blighted area must be described.

☐ Urgent Community Need

It shall be demonstrated that an urgent need activity, so indicated in 5. Benefit, above, is designed to alleviate a recent (within 18 months) condition which poses a serious and immediate threat to the health or welfare of the community.

☐ Other Requirements

ATTACHMENT B

1. ACTIVITY: Rehabilitation of Private Property
2. LOCATION: ADDRESS: Citywide
CENSUS TRACT:
3. NUMBER: 020
4. BUDGET: \$45,000
5. BENEFIT: L/M (Housing)
6. DESCRIPTION:

Provide grants to eligible low/moderate income homeowners for improvements to their home consistent with the Urban Hennepin County Procedural Guides for Housing Rehabilitation. Program income may be generated from repayment agreements. All income will be returned to the activity.

7. GENERAL REQUIREMENTS: Requirements with an "X" are applicable to this activity and are to be included in this section and made a part of this agreement.

☐ Supplemental Agreement

Type: ☐ Non-Profit Agency _____
☐ Public Agency _____
☐ Other _____

An agreement must be executed between subrecipient and any other agency providing a service or implementing an activity on behalf of subrecipient. Said agreement must contain all pertinent sections contained in Subrecipient Agreement and such other requirements as are identified herein.

☒ Schedule

Activity must be implemented in a timely manner and completed by December 31, 1990.

☒ Environmental Review Record

Per 24 CFR Part 58 Subpart E the environmental review status for this activity has been determined as follows:

- ☐ Exempt (EX)
☐ Categorically Excluded (CE)
☒ Categorically Excluded/Exempt (CE/EX)
☐ Assessment Required (AR)
☐ Funds Released (FR) Date: _____

[] Labor Standards/Equal Employment Opportunity

All construction projects of \$2,000 or more and financed in whole or part with federal funds shall comply with the provisions of the Davis-Bacon Act (prevailing wage), the Contract Work Hours and Safety Standards Act and the Copeland (Anti-Kickback) Act.

All federally funded or assisted construction contracts or subcontracts of \$10,000 or more shall comply with Executive Order 11246, Equal Employment Opportunity, as amended, and the regulations issued pursuant thereto, 41 CFR Part 60.

[] Procurement

Standards and guidelines are established in 24 CFR Part 85.36 for the procurement of supplies, equipment, construction and services for federally assisted programs. All procurement shall be made by one of the following methods. The method used shall be adequately documented and contracts shall contain standard conditions as appropriate.

- Small Purchase. (Informal Method) To be followed for the purchase of services, supplies or other property costing in the aggregate not more than \$25,000. If small purchase procurement is used, written price or rate quotations must be obtained from an adequate number of qualified sources.
- Competitive Sealed Bids. (Formal Advertising) To be followed when the purchase/s, costing in the aggregate, exceeds \$25,000. Sealed bids shall be publicly solicited and a firm fixed-price contract is to be awarded to the lowest responsible bidder. This method is preferred for soliciting construction bids.
- Competitive Proposals. This method is normally used when more than one source submits an offer, and either a fixed-price or cost-reimbursement type contract is awarded. This method is typically used for procuring professional services.

[] Uniform Relocation Assistance and Real Property Acquisition

The standards described in 49 CFR Part 24 shall apply to activity that involves the acquisition of real property or the displacement of persons, including displacement caused by rehabilitation and demolition.

[] Residential Antidisplacement and Relocation Assistance

All occupied and vacant occupiable low-moderate income dwelling units demolished or converted to another use as a direct result of activity shall be replaced and relocation assistance shall be provided to each displaced low-moderate income household in accordance with the Urban Hennepin County CDBG Program Anti-displacement and Relocation Assistance Policy, pursuant to Section 104(d) of the Housing and Community Development Act of 1974, as amended.

☐ Property Management

The standards described in 24 CFR Part 570.505 Subpart J shall apply to all real property which was acquired or improved in whole or in part using CDBG funds in excess of \$25,000. These standards apply for a period of five (5) years after the termination of this agreement.

☐ Land Disposition Agreement

This agreement, executed between Hennepin County and the subrecipient community, contains the terms under which the community can acquire and hold land for a specified use and time period.

☒ Low and Moderate Income

Using the applicable Section 8 income limits established by HUD, it shall be demonstrated that a low- and moderate-income activity so indicated in 5. Benefit, above, meets one of the four criteria of 24 CFR Part 570.208, relating to:

- ☐ Area Benefit
- ☐ Limited Clientele
- ☒ Housing
- ☐ Job Creation or Retention

☐ Prevention or Elimination of Slums and Blight

It shall be demonstrated that a slum and blight activity so indicated in 5. Benefit, above, meets one of the following criteria:

- ☐ Area Determination. The boundaries of the slum or blighted area must be defined and meet the requirements of 24 CFR Part 570.208 (b)(1).
- ☐ Spot Basis. The specific conditions of blight or physical decay not located in a slum or blighted area must be described.

☐ Urgent Community Need

It shall be demonstrated that an urgent need activity, so indicated in 5. Benefit, above, is designed to alleviate a recent (within 18 months) condition which poses a serious and immediate threat to the health or welfare of the community.

☐ Other Requirements

ATTACHMENT C

1. ACTIVITY: Scattered Site Acquisition
2. LOCATION: ADDRESS: Citywide
CENSUS TRACT:
3. NUMBER: 021
4. BUDGET: \$52,892
5. BENEFIT: S/B (Spot Basis)
6. DESCRIPTION:

The Crystal Economic Development Authority, EDA, has compiled a list of properties which meet the necessary requirements of acquisition under their existing CDBG Scattered Site Acquisition Program.

The EDA will acquire and clear blighted residential property and sell the lot with basic stipulations as to the value of the new home and time restrictions as to when it must be built. Income generated from the sale of the property will be returned to the program.

If financially feasible the homes may be rehabilitated. The EDA is working with North Hennepin Technical Institute to build new or rehabilitate existing homes.

The EDA will encourage new home purchases under the MHFA First Time Homebuyers Loan Program.

7. GENERAL REQUIREMENTS: Requirements with an "X" are applicable to this activity and are to be included in this section and made a part of this agreement.

[X] Supplemental Agreement

Type: ☐ Non-Profit Agency _____
☒ Public Agency Crystal Economic Development Agency
☐ Other _____

An agreement must be executed between subrecipient and any other agency providing a service or implementing an activity on behalf of subrecipient. Said agreement must contain all pertinent sections contained in Subrecipient Agreement and such other requirements as are identified herein.

[X] Schedule

Activity must be implemented in a timely manner and completed by December 31, 1990.

[X] Environmental Review Record

Per 24 CFR Part 58 Subpart E the environmental review status for this activity has been determined as follows:

- ☐ Exempt (EX)
- ☐ Categorically Excluded (CE)
- ☒ Categorically Excluded/Exempt (CE/EX)
- ☐ Assessment Required (AR)
- ☐ Funds Released (FR) Date: _____

[X] Labor Standards/Equal Employment Opportunity

All construction projects of \$2,000 or more and financed in whole or part with federal funds shall comply with the provisions of the Davis-Bacon Act (prevailing wage), the Contract Work Hours and Safety Standards Act and the Copeland (Anti-Kickback) Act.

All federally funded or assisted construction contracts or subcontracts of \$10,000 or more shall comply with Executive Order 11246, Equal Employment Opportunity, as amended, and the regulations issued pursuant thereto, 41 CFR Part 60.

[X] Procurement

Standards and guidelines are established in 24 CFR Part 85.36 for the procurement of supplies, equipment, construction and services for federally assisted programs. All procurement shall be made by one of the following methods. The method used shall be adequately documented and contracts shall contain standard conditions as appropriate.

- Small Purchase. (Informal Method) To be followed for the purchase of services, supplies or other property costing in the aggregate not more than \$25,000. If small purchase procurement is used, written price or rate quotations must be obtained from an adequate number of qualified sources.
- Competitive Sealed Bids. (Formal Advertising) To be followed when the purchase/s, costing in the aggregate, exceeds \$25,000. Sealed bids shall be publicly solicited and a firm fixed-price contract is to be awarded to the lowest responsible bidder. This method is preferred for soliciting construction bids.
- Competitive Proposals. This method is normally used when more than one source submits an offer, and either a fixed-price or cost-reimbursement type contract is awarded. This method is typically used for procuring professional services.

[X] Uniform Relocation Assistance and Real Property Acquisition

The standards described in 49 CFR Part 24 shall apply to activity that involves the acquisition of real property or the displacement of persons, including displacement caused by rehabilitation and demolition.

☒ Residential Antidisplacement and Relocation Assistance

All occupied and vacant occupiable low-moderate income dwelling units demolished or converted to another use as a direct result of activity shall be replaced and relocation assistance shall be provided to each displaced low-moderate income household in accordance with the Urban Hennepin County CDBG Program Anti-displacement and Relocation Assistance Policy, pursuant to Section 104(d) of the Housing and Community Development Act of 1974, as amended.

☒ Property Management

The standards described in 24 CFR Part 570.505 Subpart J shall apply to all real property which was acquired or improved in whole or in part using CDBG funds in excess of \$25,000. These standards apply for a period of five (5) years after the termination of this agreement.

☐ Land Disposition Agreement

This agreement, executed between Hennepin County and the subrecipient community, contains the terms under which the community can acquire and hold land for a specified use and time period.

☐ Low and Moderate Income

Using the applicable Section 8 income limits established by HUD, it shall be demonstrated that a low- and moderate-income activity so indicated in 5. Benefit, above, meets one of the four criteria of 24 CFR Part 570.208, relating to:

- ☐ Area Benefit
- ☐ Limited Clientele
- ☐ Housing
- ☐ Job Creation or Retention

☒ Prevention or Elimination of Slums and Blight

It shall be demonstrated that a slum and blight activity so indicated in 5. Benefit, above, meets one of the following criteria:

- ☐ Area Determination. The boundaries of the slum or blighted area must be defined and meet the requirements of 24 CFR Part 570.208 (b)(1).

☒ Spot Basis. The specific conditions of blight or physical decay not located in a slum or blighted area must be described.

☐ Urgent Community Need

It shall be demonstrated that an urgent need activity, so indicated in 5. Benefit, above, is designed to alleviate a recent (within 18 months) condition which poses a serious and immediate threat to the health or welfare of the community.

ATTACHMENT D

1. ACTIVITY: Senior Transportation - West

2. LOCATION: ADDRESS: Citywide
CENSUS TRACT: NA

3. NUMBER: 022

4. BUDGET: \$9502

5. BENEFIT: L/M (Limited Clientele)

6. DESCRIPTION:

Assist in funding program operating expenses incurred in providing transportation services to elderly residents (60 years of age and older) through a vendor on a fixed route traversing the cities of Crystal, Golden Valley, New Hope and Robbinsdale.

7. GENERAL REQUIREMENTS: Requirements with an "X" are applicable to this activity and are to be included in this section and made a part of this agreement.

[X] Supplemental Agreement

Type: ☐ Non-Profit Agency _____
☐ Public Agency _____
☒ Other Selected Vendor _____

An agreement must be executed between subrecipient and any other agency providing a service or implementing an activity on behalf of subrecipient. Said agreement must contain all pertinent sections contained in Subrecipient Agreement and such other requirements as are identified herein.

[X] Schedule

Activity must be implemented in a timely manner and completed by December 31, 1990.

[X] Environmental Review Record

Per 24 CFR Part 58 Subpart E the environmental review status for this activity has been determined as follows:

[X] Exempt (EX)
☐ Categorically Excluded (CE)
☐ Categorically Excluded/Exempt (CE/EX)
☐ Assessment Required (AR)
☐ Funds Released (FR) Date: _____

[] Labor Standards/Equal Employment Opportunity

All construction projects of \$2,000 or more and financed in whole or part with federal funds shall comply with the provisions of the Davis-Bacon Act (prevailing wage), the Contract Work Hours and Safety Standards Act and the Copeland (Anti-Kickback) Act.

All federally funded or assisted construction contracts or subcontracts of \$10,000 or more shall comply with Executive Order 11246, Equal Employment Opportunity, as amended, and the regulations issued pursuant thereto, 41 CFR Part 60.

[X] Procurement

Standards and guidelines are established in 24 CFR Part 85.36 for the procurement of supplies, equipment, construction and services for federally assisted programs. All procurement shall be made by one of the following methods. The method used shall be adequately documented and contracts shall contain standard conditions as appropriate.

- Small Purchase. (Informal Method) To be followed for the purchase of services, supplies or other property costing in the aggregate not more than \$25,000. If small purchase procurement is used, written price or rate quotations must be obtained from an adequate number of qualified sources.
- Competitive Sealed Bids. (Formal Advertising) To be followed when the purchase/s, costing in the aggregate, exceeds \$25,000. Sealed bids shall be publicly solicited and a firm fixed-price contract is to be awarded to the lowest responsible bidder. This method is preferred for soliciting construction bids.
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- ☐ Spot Basis. The specific conditions of blight or physical decay not located in a slum or blighted area must be described.

☐ Urgent Community Need

It shall be demonstrated that an urgent need activity, so indicated in 5. Benefit, above, is designed to alleviate a recent (within 18 months) condition which poses a serious and immediate threat to the health or welfare of the community.

☐ Other Requirements

DRAFT 7/26/89

ORDINANCE NO. 89-

AN ORDINANCE ESTABLISHING AN ECONOMIC
DEVELOPMENT ADVISORY COMMISSION:
AMENDING CRYSTAL CITY CODE,
SECTION 305, BY ADDING A SUBSECTION.

THE CITY OF CRYSTAL DOES ORDAIN:

Section 1. Crystal City Code, Section 305, is amended by adding a Subsection to read:

"305.69. Economic Development Advisory Commission. Subdivision 1. Purpose. The Economic Development Advisory Commission is established to assist and advise the City Council and the Economic Development Authority of the City of Crystal in matters relating to the economic development and redevelopment of the City.

Subd. 2. Membership. The Commission consists of ten members as follows:

a) two members who own businesses in the City (these members need not be residents of the City);

b) two members who are also members of the planning advisory commission (if either of these members terminate their membership on the planning commission, their membership on this commission ceases);

c) one member over the age of 55 ;

d) one member from each of the four wards of the City; and

e) one member at large.

Subd. 3. Appointments. In making appointments to the Commission the City Council must give consideration to the special qualifications of members who have experience and expertise in the areas of business, finance, economics and other fields related to the subject of economic development and redevelopment."

Dr. Alutse

RESOLUTION NO. 89-

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

THAT WHEREAS, Section 7.06 of the City of Crystal Charter requires adoption of an annual budget appropriating certain budgeted funds, and

WHEREAS, the attached proposed budget does show in detail the appropriation to each department under the several funds, and

WHEREAS, State Law and the Charter require certification of taxes levied,

THEREFORE, BE IT RESOLVED that there shall be appropriated to the specific funds the amounts indicated:

General Fund (City Operations)	\$6,554,768
Police Relief Association	109,537
Fire Relief Association	30,000
PERA-FICA Pension	270,000
Audit Costs	15,000
Bonded Debt (Community Center)	273,023

BE IT FURTHER RESOLVED that there is hereby levied for certification to the County Auditor the following amounts as indicated:

General Fund (City Operations)	\$2,893,961
Police Relief Association	109,537
Fire Relief Association	30,000
PERA-FICA Pension	270,000
Audit Costs	15,000
Bonded Debt (Community Center)	273,023

BE IT FURTHER RESOLVED that all funds appropriated but not levied shall be produced as follows:

General Fund from licenses, permits, fees and sources as indicated in the budget on file in the City Clerk's Office.

BE IT FURTHER RESOLVED: (i) that this proposed operating budget resolution and the accompanying proposed tax levies ~~contained in Resolution No. 89-~~ are being submitted by the City in accordance with Minnesota Statutes, Section 275.065 and other applicable law in effect on this date; (ii) that the Resolutions represents a good faith effort by the City to substantially comply with applicable law and the guidance supplied by the Commissioner of Revenue on June 23, 1989; and (iii) that the City Council declares its intent to take all necessary actions legally permissible to conform with the laws, rulings, and regulations now or hereafter

applicable to the submission and approval of the City's budget and tax levies both proposed and final.

By roll call and voting aye:

Adopted by the Crystal City Council this 1st day of August, 1989.

John Moravec

Garry Grimes

Adrian Rygg

Elmer Carlson

R. L. (Rollie) Smothers

Pauline Langsdorf

Betty Herbes, Mayor

ATTEST:

City Clerk

PARK AND RECREATION ADVISORY COMMISSION

Agenda

August 2, 1989

LEE PARK

Ribbon Cutting for Playground Equipment - Refreshments 7 pm

1. Call meeting to order 7:15 p.m.
2. Approval of minutes
3. Review monthly report
4. Hear citizen comment from Lee Park area
5. Discussion/recommendation on municipal pool water slide
6. Review 1989 Crystal Frolics
7. Other business
8. Adjournment



DEPARTMENT OF PUBLIC WORKS
Environment & Energy Division
822 South Third Street, Suite 300
Minneapolis, Minnesota 55415-1208

Phone: (612) 348-6846

July 25, 1989

Julie Jones
Recycling Coordinator
4141 Douglas Drive North
Crystal, Minn.
55422

Dear Julie:

Thank you for your June 21, 1989 letter regarding use of the Crystal Public Works facility for a fall household hazardous waste collection. In that letter you indicated that the City Council approval was subject to several conditions. We are unable to meet most of those conditions. Therefore, we are now looking for a different location and no longer will be considering the Crystal site. I would like to thank you and the City Council for your help in locating a site. Your efforts are greatly appreciated.

Sincerely,

Gregory B. Lie
Gregory B. Lie
Project Director

HENNEPIN COUNTY

an equal opportunity employer

ROSENTHAL, RONDONI, MACMILLAN & JOYNER, LTD.

ATTORNEYS AT LAW

SUITE 120

7600 BASS LAKE ROAD

MINNEAPOLIS, MINNESOTA 55428-3891

July 21, 1989

PAUL W. ROSENTHAL
FRANCIS J. RONDONI
PETER A. MACMILLAN
JAY A. H. JOYNER
LISA A. SKOOG
VICKI C. KRUEGER

TELEPHONE
533-4938
AREA CODE 612
FAX NUMBER
533-4677

Chief James Mossey
Crystal Police Department
4141 Douglas Drive
Crystal, Minnesota 55422

Re: Prosecution Statistics

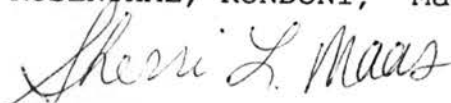
Dear Chief Mossey:

Enclosed is the quarterly report for April 1, 1989 - June 30, 1989 which gives a statistical breakdown of those arrests which have been processed to final dispositions during this period.

We hope this information may be of interest and use to you.

Sincerely,

ROSENTHAL, RONDONI, MacMILLAN & JOYNER, LTD.



Sherri L. Maas
Crystal Prosecution Secretary

SLM

Enclosure

cc: Jerry Dulgar - City Manager ✓

CITY OF CRYSTAL
VIOLATION STATISTICS
OF FINAL DISPOSITIONS

Drinking and Driving

1.	17	Gross Misdemeanor driving while intoxicated
2.	14	Aggravated driving violation - Gross Misdemeanor
3.	35	Driving while intoxicated
4.	29	Blood alcohol content over .10
5.	4	Open Bottle

Other Driving Violations

6.		Failure to Display Plates
7.		Unreasonable acceleration
8.	3	Reckless driving
9.	1	Careless driving
10.	14	Speeding
11.	5	Semaphore, stop sign and signals
12.	3	Leaving the scene of a property damage accident
13.	2	No insurance
14.	1	Leaving the scene of a personal injury accident
15.		Miscellaneous

Driver's License and License Plates

16.	6	Driving after revocation
17.	10	Driving after suspension
18.		Driving after cancellation
19.	5	No valid license (and no Minnesota license)
20.		Use of another's license
21.	2	False identification
22.	1	Expired Plates
23.	1	Failure to display registration
24.	1	Miscellaneous

Crimes Against a Person

25.		Sexual Assault
26.		Robbery
27.	7	Disorderly Conduct
28.	14	Assault (Misdemeanor)
29.	1	Domestic Abuse
30.		Violating restraining order
31.	2	Harrassing phone calls
32.		Interference with privacy
33.		Noise ordinance
34.	1	Obstruct legal process
35.		Falsely reporting a crime
36.	1	Indecent Exposure
37.		Child Abuse
38.		Assault (Gross Misdemeanor)
39.		Miscellaneous

Crime Against Property

40.	<u>4</u>	Issuance of worthless check
41.	<u>10</u>	Shoplifting
42.	<u>10</u>	Theft
43.	<u> </u>	Trespassing
44.	<u> </u>	Aid and abet a theft
45.	<u>1</u>	Damage to property
46.	<u>2</u>	Forgery
47.	<u> </u>	Burglary
48.	<u>2</u>	Miscellaneous

Dogs

49.	<u> </u>	No dog license
50.	<u> </u>	Dog at large (and loose dog)
51.	<u> </u>	Barking dog
52.	<u> </u>	No Kennel license

Parking

53.	<u>1</u>	No handicap permit
54.	<u>1</u>	No parking from 3-6 a.m.
55.	<u> </u>	Other parking violations

Prohibited Substances (Drugs)

56.	<u>1</u>	P.C. Narcotics
57.	<u>1</u>	Possession of drugs/marijuana
58.	<u>1</u>	Possession of drug paraphernalia

Property Maintenance

59.	<u> </u>	Storage of inoperable vehicle
60.	<u> </u>	Failure to remove refuse
61.	<u> </u>	Truck storage in residential area
62.	<u> </u>	Failure to obey fire department orders
63.	<u> </u>	Miscellaneous

Other Miscellaneous Offenses

64.	<u> </u>	Failure to stop and give information
65.	<u> </u>	Drinking beer in park
66.	<u> </u>	Possession of Gambling paraphernalia
67.	<u> </u>	Defrauding an innkeeper
68.	<u> </u>	Prostitution
69.	<u> </u>	Working without license and permit
70.	<u> </u>	Resisting Arrest
71.	<u> </u>	Fail to maintain property food temperature
72.	<u> </u>	Minor attempt to purchase liquor
73.	<u> </u>	Sale of alcohol to minor

TOTAL

In creating this summary we have, in those arrests involving more than one charge, counted only the most, or one of the most, serious charges.

NORTHERN MAYORS ASSOCIATION

Organized 1985

DATE: July 21, 1989
TO: North Metro Mayors Association Board of Directors
FROM: Joseph D. Strauss
RE: Transportation Study Board/Public Meeting

Enclosed find a notice from the Transportation Study Board for a public meeting to be held at Spring Lake Park High School on August 9, 1989 at 7:00 p.m.

Please advise your city's elected officials and appropriate staff, so that, we can turn out a large number of people for this hearing.

NMMA will have presentations made by Mayor El Tinklenberg, Mayor Jim Krautkremer and David Hartley. All comments will be held to no more that three or five minutes.

If you have questions please contact Sarah, Phil Cohen or myself.



TRANSPORTATION STUDY BOARD

Tom L. Johnson, Executive Director (612) 296-7932

Mary Beth Davidson, Administrative Assistant

G-24 State Capitol, St. Paul, MN 55155

Executive Committee

Rep. Henry Kalis
Chair, Walters
Sen. Keith Langseth
Vice-Chair, Glyndon
Kerry Van Fleet
Secretary, Fridley

PUBLIC MEETING

MINNESOTA'S TRANSPORTATION STUDY BOARD

WHAT DO YOU ENVISION MINNESOTA'S TRANSPORTATION SYSTEM TO BE IN THE 21ST CENTURY?

The Transportation Study Board will be
recommending a program for meeting the
transportation needs in the 21st century.

Legislative Members

Sen. Clarence Purfeerst
Faribault
Sen. Marilyn Lantry
St. Paul
Sen. Lyle Mehrkens
Red Wing
Rep. Jim Rice
Minneapolis
Rep. Bernie Lieder
Crookston
Rep. Sidney Pauly
Eden Prairie

Public Members

Warren Affeldt
Fosston
Paul Bailey
Minneapolis
Fred Corrigan
Prior Lake
Jack Fitzsimmons
Waseca
Ray Hogan
St. Paul
Madys Johnson
Duluth
Bill Koniariski
Belle Plaine
Therm Liimatainen
Cloquet
Bruce Nawrocki
Columbia Heights
Be Rosenthal
St. Paul
Robert Schlagel
Marshall
Heene Zak
Little Falls

WEDNESDAY, AUGUST 9, 1989

7:00 P.M.

SPRING LAKE PARK HIGH SCHOOL

FINE ARTS CENTER

8000 Hwy. 65 (take hwy. 65 to 81 Ave. N.E.
go West on to Frontage Road)

SPRING LAKE PARK, MINNESOTA

The Public is invited to attend and encouraged
to come and make presentations before the Board.

Printed on recycled paper





TRANSPORTATION STUDY BOARD

Tom L. Johnson, Executive Director (612) 296-7932

Mary Beth Davidson, Administrative Assistant

G-24 State Capitol, St. Paul, MN 55155

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Belle Plaine
Sherm Liimatainen
Cloquet
Bruce Nawrocki
Columbia Heights
Abe Rosenthal
St. Paul
Robert Schlagel
Marshall
Pheene Zak
Little Falls

The Transportation Study Board is a legislative commission, created during the 1988 Session, to conduct a study of Minnesota's surface transportation needs into the 21st century. In addition to 8 legislators, the Study Board has 13 citizen members representing many different interests and backgrounds.

The Transportation Study Board is required to recommend a program, for making surface transportation improvements, to the Governor and the Legislature by January 15, 1991. The Study Board is now in the process of hiring consultant firms to assist in conducting a statewide Needs analysis and in developing a Financial program to meet those needs.

In the end, the Study Board is required to determine whether additional funding is required in order to accomplish surface transportation goals and objectives and to recommend the use of possible new sources of revenue.

In doing our work the enabling legislation requires the Study Board to review current state transportation goals and objectives, to look at our current level of service provided and recommended changes, to review how state and regional planning is being done and to determine the extent to which the state should contribute financially to local and regional transportation activities.

We are also required to determine whether cost-effectiveness would improve through the increased use of public/private partnerships, through different methods of relating expenditures to benefit and through changes in staffing levels at Mn/Dot. The Study Board will also be looking at design standards and bid-letting procedures with an attempt to improve cost effectiveness.

Our charge is very broad and yet very critical to the future of transportation in Minnesota. We will be making meaningful recommendations for changes during the 1991 Legislative Session. Recommended changes will relate to how decisions in transportation are currently being made, how current financing methods compare with our long term needs and how administrative changes at the state and local level could improve the overall efficiency of our transportation system. Public input and involvement is not only welcomed but considered essential. Please contact our office at the State Capitol anytime.



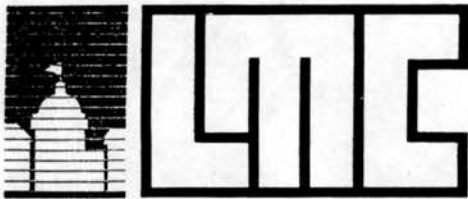
Goal Setting

Mayor & Council	\$ 1,307.80	(Brimeyer)
	<u>365.29</u>	(Sheraton N.W.)
	<u>\$ 1,673.09</u>	

Administration	\$ 911.00	(Attitude Dev.)
	<u>25.01</u>	(Godfathers)
	<u>\$ 936.01</u>	

Park & Recreation	<u>\$ 2,819.40</u>	(Brimeyer)
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TOTAL	\$ 5,428.50	
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League of Minnesota Cities

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

July 21, 1989

To: Mayors, Managers, Clerks, Council (% Clerk)
From: Darlyne Lang, Director, Office & Building Services
Subj: 1990 Conference Planning Committee

As a city official, you have an opportunity to provide a valued contribution to planning the League's 1990 annual conference. Your firsthand knowledge of the problems confronting city government can provide the insight needed in planning programs to benefit other municipal officials.

It's important that we have representation from cities of all sizes. In addition to maintaining the continuity and knowledge provided by previous committee members, we need new views and input from new members.

This past year we had an excellent response. To accommodate as many as possible, we must limit the representation to one per city, while maintaining some previous along with the new members.

The Conference Planning Committee will convene this fall, meeting five or six times prior to the conference. The meetings are initially scheduled monthly, 2-3 hours in length, with the final meeting held at the conference. The 1990 conference is scheduled for June 12-15, at the Duluth Arena-Auditorium in Duluth.

If you are interested in becoming a member of the Conference Planning Committee, or if anyone in your city has an interest, please complete the attached form and mail it to my attention.

Your participation is welcomed.

MAIL TO:

Darlyne Lang
League of Minnesota Cities
183 University Avenue East
St. Paul, MN 55101

I am interested in becoming a member of the 1990 Conference Planning Committee.

I previously served on a Conference Planning Committee _____ .
year(s)

I have not previously served ____ .

Name: _____ Title: _____
(please print)

Address: _____

City: _____ Zip Code: _____

Approved 7-20-89

ENVIRONMENTAL QUALITY COMMISSION MEETING MINUTES

June 15, 1989

7:30 P.M.

Crystal City Hall

The Chair called the meeting to order at 7:35 p.m., recognizing a quorum. Those members present were: Beth Jarvis, Gerald Schultz, Jerry Farrell, Diane Christopher, Pauline Langsdorf (liaison), Gail Gove, Lerry Teslow, Phyllis Isaacson, Julie Jones (staff liaison) and Ryan Schroeder (arrived at 7:59 p.m.). Those members absent were: Mary Pat Hanauska and Philip Domek.

The Chair announced that Philip Domek will be resigning since his new work schedule conflicts with meeting times.

The first item on the agenda was approval of the May 18, 1989 Environmental Quality Commission meeting minutes. Gerald Schultz moved approval of minutes as written. Diane Christopher seconded the motion.

Motion Carried.

The second item on the agenda was discussion of a revised housing maintenance code for Crystal. The Chair and Julie Jones explained the City Council's action recently, which requests that the Environmental Quality Commission present a draft Housing Maintenance Code to the City Council by September 15, 1989. The Commission members then discussed the questions which were left unanswered at the end of the May meeting. The first item which was left unanswered at the previous meeting was whether or not the requirement of sealing unused wells should be included in the Housing Maintenance Code. Julie Jones reported that she had discussed this matter with Tom Heenan, Health Sanitarian, and that Mr. Heenan said that the City would be required by state law to report unused wells for abandonment to the state. Therefore, it was decided that the abandonment of unused wells would have to be included in the Housing Maintenance Code. Another questions which the Commission members had asked for additional information on at the previous meeting was whether or not to include the requirement that backflow preventers be installed. This item is also mandated by state code so that it would have to be included in the Housing Maintenance Code.

The next item debated was whether or not lead-based paint testing should be a requirement in the new Housing Maintenance Code. After a great deal of discussion and debate the Commission members agreed that adequate advisories about the dangers of lead-based paint should be given to all homeowners during inspections and that any chipped areas should be required to be repainted. It was decided that other details about requirements could be discussed later. Liability was a big concern of the group.

The questions as to whether or not the City should devise a housing task force to assist in drafting the code no longer applied since the Council has now directed the Environmental Quality Commission to draft the code. The question as to what qualified as health and safety

corrections was discussed in more detail. After a great deal of discussion the Commission members decided to look for proper

definitions of what is "safe" and "unsafe" in other cities Housing Maintenance Codes. The question of how to handle education of the public in regards to the need for a Housing Maintenance Code no longer had to be discussed since the Council had directed staff to come up with an educational and communication plan by October of 1989. The Commission members also discussed whether or not the buyer should be allowed to make corrections after the closing has occurred if the seller is unable financially to make the corrections. After extensive discussion considering various options such as setting up escrows and assessing improvements to the homeowners taxes, the consensus of the group was to make provisions for the buyer to make improvements in the code. The group decided to address the specifics of this item at a later date but most members felt strongly that hazardous items should be required to be corrected immediately.

After some discussion on how to develop a draft Housing Maintenance Code for Crystal, the Commission members recommended that Julie Jones break out the Crystal Housing Maintenance Code, as it was originally passed in 1978, and reference similar sections in other cities codes below each section. The group could then use this comparison sheet to begin drafting a code.

Since the Commission members felt that they would have a difficult time meeting the September 15 deadline to have a draft Housing Maintenance Code before the City Council, a tentative special meeting schedule was established. The following dates were selected:

Thursday, August 3 at 7:00 p.m. at Crystal City Hall
Saturday, July 29 at 10:00 a.m. at a Commission Members home

The purpose of the July 29 special meeting would be to have Bill Barber, City Building Inspector, demonstrate how a typical New Hope Housing Code Inspection would occur in one of the Commission Members homes.

Julie Jones gave an update on current recycling issues. She reported on Crystal participation and tonnage rates during the first week of curbside collection of recyclables. She also informed the group that the lawsuit with BFI has been settled and that the Hennepin Recycling Group won the case. She also briefly explained what is currently happening in the issue of plastics recycling and banning, passing out newspaper articles regarding this subject for future discussion.

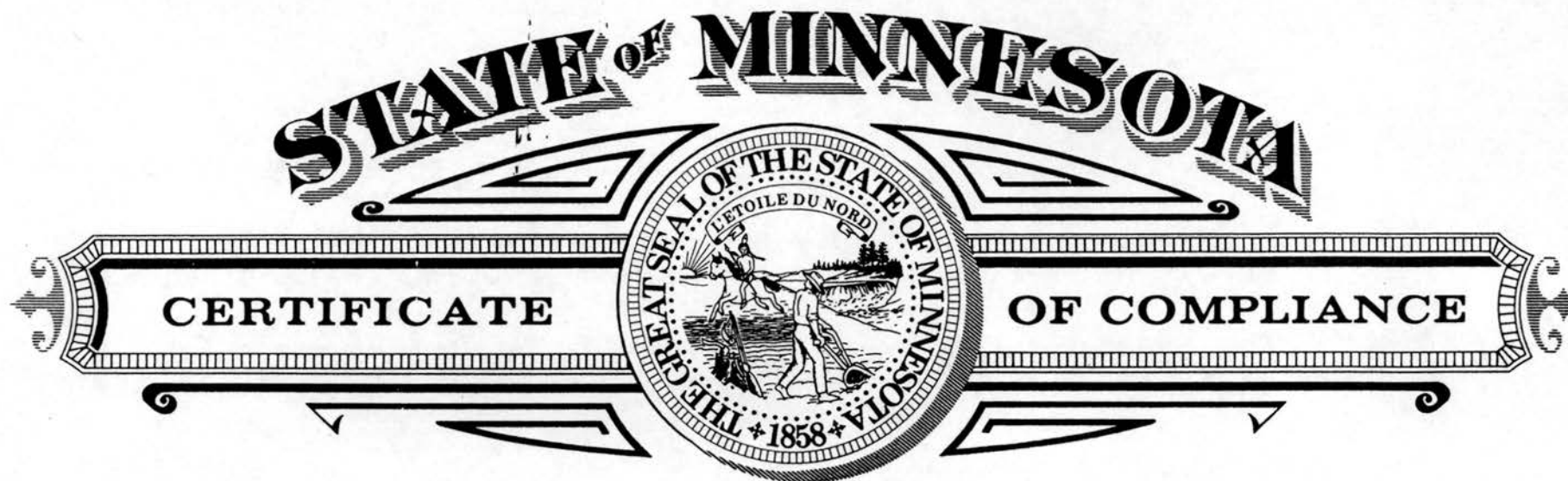
The option of having a BFI recycling truck appear in the Crystal Frolics parade was then discussed. The Commission members felt it was an excellent idea if BFI would agree to operate the truck free of charge. It was asked that banners be placed on each side of the truck and that the Crystal banner be placed on the drivers side. It was recommended that no flyers be passed out this year. Instead of having volunteers collect recyclables along the parade route, it was suggested to try and set up drop off barrels for the collection of cans at various points in the City parks during the Crystal frolics weekend.

Phyllis Isaacson made a motion that the Environmental Quality Commission study the plastics issue in the future in order to make a recommendation to the City Council as how to proceed with this issue. Gerald Schultz seconded the motion.

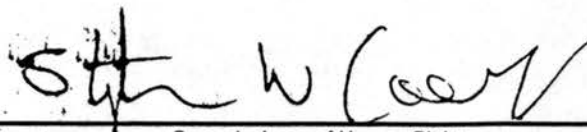
Motion Carried.

Under other business, Beth Jarvis handed out information on pesticides for future discussion.

The Chair then entertained a motion to adjourn. Lerry Teslow moved to adjourn the meeting and Phyllis Isaacson seconded the motion. The meeting adjourned at 9:54 p.m.



The City of Crystal is hereby certified by the Department of Human Rights, State of Minnesota, as having an affirmative action plan approved by the Commissioner. This certification shall extend for two years beginning July 26, 1989 and is subject to revocation or suspension by the Commissioner of Human Rights for failure to make a good faith effort to implement the affirmative action plan.



Commissioner of Human Rights

Twin West*

CHAMBER OF COMMERCE

Woodside Office Park 10550 Wayzata Boulevard
Minnetonka, Minnesota 55343 (612) 540-0234

July 28, 1989

Ms. Betty Herbes
Mayor of Crystal
4141 Douglas Drive
Crystal, MN 55422

Dear Betty,

A special thank you for all of your help in getting the Crystal Business Council off the ground. Without your help, the first Crystal Night at the Dome would not have been such a success.

Please thank the City Council and City Manager for their wonderful support of this program. Our goal of promoting the Crystal businesses and bringing the community together was met through a lot of hard work from the City of Crystal.

I missed seeing you throw out the first pitch, but from what I hear, you did an outstanding job! Be careful, the Mets are looking for a new pitcher!

Thanks again for all of your help. We will see you at the next meeting on Thursday, August 10 at 12:00 noon at Crystal City Hall.

Sincerely,



Joan Hammer
Membership Services





Minnesota Aviation Trades Association, Inc.

P.O. Box 23164, Minneapolis, Minnesota 55423

(612) 869-7026

July 30, 1989

Honorable Betty Herbes, Mayor
City of Crystal
4141 Douglas Drive No.
Crystal, Mn. 55422

Dear Betty,

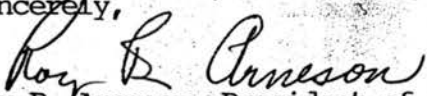
I personally would like to thank you for taking time out to visit with us at the Flying Scotchman on July 6th, 1989, in regard to problems of illegal operations existing at the Crystal Airport. Your enthusiasm in correcting this problem is refreshing and very welcome.

At our regular MATA Board Meeting on July 29th, I reported to our Board of Directors your willingness to help us correct a long standing problem of moonlighting and other illegal operations that are existing at Crystal Airport.

The Board directed me to write you a letter to express our sincere appreciation for your active involvement in the process of correcting these problems. If we can assist you in any way, please let us know. We think it is commendable that we finally have a person, such as yourself, who recognizes the importance of an airport to the community. The real value of an airport is what it brings to the surrounding communities in service to the residents and in the many businesses that use the airport and also the many customers that patronize the stores, restaurants, etc.

Thank you very much for your support.

Sincerely,


Roy B. Arneson, President of MATA

Darlene

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DUE DATE: NOON, WEDNESDAY, July 26, 1989

MEMO TO: Jerry Dulgar, City Manager

MEMO FROM: John A. Olson, Assistant City Manager

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

The items listed below are the actions requested by the City Council at their regular Council meeting of July 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

ADMINISTRATIVE
SECRETARY

1. Set public hearing to consider preliminary and final plat of Crystal Northwest Properties Second Addition at 5200 Douglas Drive.
ACTION NEEDED: Place item on August 1 Council Agenda.
ACTION TAKEN: Item placed on August 1 Council Agenda.

PUBLIC WORKS
DIRECTOR

ACTION NEEDED: Notify affected property owners.
ACTION TAKEN: Publication and notification in progress.

ADMINISTRATIVE
SECRETARY

2. Set public hearing to consider an ordinance regarding the franchise agreement with Northern States Power Company.
ACTION NEEDED: Place item on August 15 Council Agenda.
ACTION TAKEN: Item will be placed on August 15 Council Agenda.

PUBLIC WORKS
DIRECTOR

ACTION NEEDED: Publish notice of hearing.
ACTION TAKEN: Publication in progress; NSP also notified.

ADMINISTRATIVE
SECRETARY

3. Set public hearing to consider request for a variance at 6727 Valley Place North as requested by Greg and Roxanne Gray.
ACTION NEEDED: Place item on August 1 Council Agenda.
ACTION TAKEN: Item placed on August 1 Council Agenda.

BUILDING
INSPECTOR

ACTION NEEDED: Notify affected property owners.
ACTION TAKEN: Notices have been mailed.

HEALTH DEPT.

4. Consideration of an itinerant food license for Rick Plante at Crystal Shopping Center from July 10, 1989 thru July 15, 1989.
ACTION NEEDED: Issue license.
ACTION TAKEN: License issued 7-19-89.

CITY CLERK

5. Consideration of a transient merchant license from Jones R. Losen to sell sweet corn in Jack's Superette parking lot, 7200 Bass Lake Road
ACTION NEEDED: Issue license as approved by City Council.
ACTION TAKEN: License issued 7-19-89.

CITY CLERK

6. Consideration of a solicitor's permit for Clean Water Action Project from July 19 thru July 30, 1989.
ACTION NEEDED: Notify organization of Council approval of permit and issue a permit.
ACTION TAKEN: Organization notified by phone on 7-19-89.

PUBLIC HEARINGS

PUBLIC WORKS
DIRECTOR

1. Public hearing to consider preliminary plat of HRA 5th Addition at 3432 Welcome Avenue North.
ACTION NEEDED: Proceed to work toward final plat.
ACTION TAKEN: Final plat being prepared.

REGULAR AGENDA

HEALTH DEPT.
DIRECTOR

1. Consideration of a private kennel license at 6800 - 60th Avenue North for Robert Kocur.
ACTION NEEDED: Notify applicant of Council denial.
ACTION TAKEN: Notified 7-24-89.

CITY CLERK

2. Consideration of an application for a 3.2 beer stand license for Crystal Fire Relief Association to operate one beer stand at Becker Park on July 28, 29, 30, 1989, with waiver of fee.
ACTION NEEDED: Issue license and notify applicant of waiver of fee.
ACTION TAKEN: Applicant notified and license issued on 7-19-89.

CITY CLERK

3. Consideration of a request for a 3.2 beer stand license with waiver of fee at Aero Sales, Crystal Airport, for Aviation Post #511, The American Legion, on July 29 (or July 30 - rain day).
ACTION NEEDED: Notify applicant of Council approval subject to proof of dram shop insurance.
ACTION TAKEN: Applicant notified by phone on 7-19-89

BUILDING
DEPARTMENT

4. Consideration of a request for a building permit for an addition to the existing Crystal Lift Station building located at 4943 - 53rd Avenue North.
ACTION NEEDED: Notify applicant of Council approval.
ACTION TAKEN: MWCC notified of building permit approval; to be issued after contractor made application.

BUILDING
DEPARTMENT

5. Consideration of a request for a building permit for remodeling at 6121 - 42nd Avenue North.
ACTION NEEDED: Notify applicant of Council approval with site improvements stipulations for handicapped access and change in sidewalk.
ACTION TAKEN: Applicant and/or contractor have been notified of Council approval.

BUILDING
DEPARTMENT

6. Consideration of an issuance of a building permit to Aero Sales and Supply to build an airplane hangar at Lot 9E, Crystal Airport,
ACTION NEEDED: Notify applicant of Council approval.
ACTION TAKEN: Applicant notified of Council approval.

BUILDING
DEPARTMENT

7. Consideration of a request for a building permit at Perkins Family Restaurant, 5420 West Broadway.
ACTION NEEDED: Notify applicant of Council approval.
ACTION TAKEN: Applicant present, contractor will get permit when ready.

PUBLIC WORKS
DIRECTOR

8. Consideration of resolution awarding a bid for the 1989 Sealcoat Program.
ACTION NEEDED: Notify low bidder of Council approval.
ACTION TAKEN: Contract and resolution executed and bidders notified.

PUBLIC WORKS
DIRECTOR

9. Consideration of final approval of proposed plat Crystal Community Center Addition located at 4800 Douglas Drive.
ACTION NEEDED: Final plat approved; file with County.
ACTION TAKEN: Recording in progress.

ADMINISTRATIVE
SECRETARY

10. Consideration of First Reading of an Ordinance amending Crystal City Code to delete a concrete driveway approach requirement and to require hard surfacing for all driveways for single and two family residential properties.
ACTION NEEDED: Place Second Reading on August 1 Council Agenda.
ACTION TAKEN: Item placed on August 1 Council Agenda.

CITY CLERK

11. Consideration of Second Reading of an Ordinance relating to Sunday sale of intoxicating liquor.
ACTION NEEDED: Publish Ordinance.
ACTION TAKEN: Copy of ordinance for publication sent to Post on 7-19-89. Letter and ordinance to be sent to all Sunday sale licensees on 7-26-89.

COMMUNITY
DEVELOPMENT
COORDINATOR

12. Consideration of support for the creation of a National Clean-Up Month for April, 1990 in Crystal.
ACTION NEEDED: Item referred to Environmental Quality Commission.
ACTION TAKEN: Environmental Quality Commission was informed at their 7-20-89 meeting.

PARK & RECREATION
DIRECTOR

13. Consideration of a 4th of July celebration at Becker Park in 1990 with fireworks.
ACTION NEEDED: Work with Lions Club to setup program for July 4, 1990.
ACTION TAKEN: Lions notified; now working on it.

CITY MANAGER

14. Consideration of a request to increase the contribution to the Detached Worker Program in the amount of \$500.
ACTION NEEDED: Notify applicant of Council approval.
ACTION TAKEN: Letter sent 7-26-89.

CITY CLERK

15. Consideration of a resolution appointing City Councilmembers as Commissioners of the EDA
ACTION NEEDED: File oaths of office in EDA file.
ACTION TAKEN: Filed.

ADMINISTRATIVE
SECRETARY

16. Consideration of First Reading of an Ordinance establishing an Economic Development Advisory Commission.
ACTION NEEDED: Place Second Reading on August 1 Council Agenda.
ACTION TAKEN: Item placed on August 1 Council Agenda.

CITY MANAGER

17. Consideration of resolution transferring projects, programs, and personnel from the HRA to the EDA.
ACTION NEEDED: Proceed with necessary transfers.
ACTION TAKEN: In process.

BUILDING
INSPECTOR

18. Consideration of building permit for a waste recovery system for Rapid Oil Change.
ACTION NEEDED: Issue building permit.
ACTION TAKEN: Rapid Oil Change has been advised of Council approval; engineer was present.

CITY MANAGER

19. Consideration of a request to purchase additional property for Bassett Creek Park.
ACTION NEEDED: Pursue purchase as approved by Council.
ACTION TAKEN: In process.

CITY CLERK

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