



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

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*Barlene*

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COUNCIL AGENDA

January 15, 1991

Pursuant to due call and notice thereof, the Regular meeting of the Crystal City Council was held on January 15, 1991, 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

A Carlson  
P Moravec  
P Irving  
P Grimes  
P Herbes  
P Langsdorf  
P Joselyn

Staff

P Dulgar  
P Kennedy  
P Monk  
P Barber  
P George  
P *Johnson*

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

The Mayor acknowledged a contribution from Doyles Bowling Lanes (Minnesota State Bowling Proprietors Association) in the amount of \$1,300 to be used for youth activities in the Park & Recreation Department.

1. The City Council considered the minutes of the Regular City Council Meeting of January 2, 1991.

Moved by Councilmember J and seconded by Councilmember I to (approve) (approve, making the following exceptions: \_\_\_\_\_

to) the minutes of the Regular City Council Meeting of January 2, 1991.

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 consider proposed improvements to 36th Avenue between Welcome Avenue and Louisiana Avenue. The Mayor asked those present to voice their opinions or to ask questions concerning this matter. Those present and heard were:

*Pete Carlson of Rieke, Carroll, Muller Associates, Inc. (RCM)*  
*Tom Shick, 6000-02-36<sup>th</sup> Ave. N. (put of sidewalks?, main barricades?, increased traffic)*  
*Bonnie Menschek, 5607-36<sup>th</sup> Ave. N.*  
*Gail Stanius, 5711-36<sup>th</sup> Ave. N.*  
*Reuben Lundquist, 3548 Jersey Ave. N.*  
*Adrian Rygg, 4120 Brunswick Ave. N. (all for project)*  
*Don Newman, 6003-36<sup>th</sup> Ave. N. (crossing needed - light or stop sign; 10 yr. access)*  
*Barry Kline, 5905-36<sup>th</sup> Ave. N.*

The Mayor closed the Public Hearing.

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

RESOLUTION NO. 91- 2  
*Relating to Public Improvements: Ordering The*  
 RESOLUTION AUTHORIZING IMPROVEMENTS *Construction of Improvement*  
 ON 36TH AVENUE AND PREPARATION OF *Project 91-1 (36<sup>th</sup> Avenue North)*  
 CONSTRUCTION PLANS AND SPECIFICATIONS

By roll call and voting aye: M, I, G, H, L,  
J, -; voting no: -, -, -, -; absent, not  
 voting: C

(Motion carried, resolution declared adopted.)

*Recess: 8:30 p.m.*  
*Reconvene: 8:40 p.m.*

REGULAR AGENDA

1. The City Council considered a variance to expand a non-conforming sign (non-conforming in size) at 5400 West Broadway as requested by Al Sterner of Attracta Signs. *(McDonald's)*

*Al Sterner, Attracta Signs appeared and was heard.*

Moved by Councilmember M and seconded by Councilmember I to (approve) (deny) (continue until \_\_\_\_\_ the discussion of) authorization to grant a variance to expand a non-conforming sign, said non-conformity being the existing sign (198.4 sq. ft.) does not meet the required setback of 24 feet from the property line, and to grant a variance of 21 ft. 2 inches in the required 28 ft. setback for a proposed 248 sq. ft. sign at 5400 West Broadway as requested by Al Sterner of Attracta Signs.

*(McDonald's)*

Motion Carried.

2. The City Council considered a variance to the setback requirements for a free-standing sign at 6918 - 56th Avenue North (Walgreens) as requested by Semper Holding.

*Request applicant to appear at next meeting*

Moved by Councilmember I and seconded by Councilmember G to (approve) (deny) (continue until Feb. 5, 1991 the discussion of) authorization to grant a variance of 11 ft. to the required 21 ft. setback to allow a free standing sign to be installed at 6918 - 56th Avenue North advertising businesses at 6918 - 56th Avenue North and 6924 - 56th Avenue North as requested by Semper Holding, and further that a free standing sign will not be permitted at 6924 - 56th Avenue North for the duration of the combined signage.

Motion Carried.



3. Fred Hoisington of Hoisington Group, Inc. appeared before the Council to discuss the amendment to a contract with Hoisington Group, Inc. to include Image Concepts as part of the Comprehensive Plan. *Also appearing and ~~heard~~ was Harold Skjelhostad who spoke relative to image concepts.*

*Staff supply forum  
summaries to Council*

Moved by Councilmember I and seconded by Councilmember J to (approve) (deny) (continue until \_\_\_\_\_ the discussion of) an amendment to the existing contract with Hoisington Group, Inc. for the Comprehensive Plan to include the Image Concepts, an Additional Plan Text, at a cost of \$8,500, thus, amending the total contract price from \$44,500 to \$53,000.

Motion Carried.

4. The City Council considered the Second Reading of an Ordinance Relating to Salaries of Members of the City Council.

*J/L to continue consideration of the Second Reading of an Ordinance Relating to Salaries to Members of the City Council to the February 5, 1991 City Council meeting and direct staff to redraft the ordinance to be consistent with the action taken by the City Council ~~to~~ exclude from the 1991 Budget the 5% increase in Council salaries scheduled to go into effect January 1, 1991) at its meeting of December 18, 1990.*

*Motion Carried.*

Moved by Councilmember \_\_\_\_\_ and seconded by Councilmember \_\_\_\_\_ to adopt the following ordinance:

ORDINANCE NO. 91-

AN ORDINANCE RELATING TO SALARIES OF  
MEMBERS OF THE CITY COUNCIL: REPEALING  
CRYSTAL CITY CODE, SUBSECTION 210.09,  
SUBDIVISION 1, CLAUSES (c) AND (d)  
AND SUBSECTION 210.091, SUBDIVISION 2,  
CLAUSES (c) AND (d)

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

Motion Carried.

5. The City Council considered a contract with Workplace Environments, Inc. for the next phase of City Hall Renovation Project.

Moved by Councilmember I and seconded by Councilmember G to (approve) (deny) (continue until February 5, 1991 the discussion of) entering into a contract with Workplace Environments, Inc. to develop a detailed plan for the expansion and remodeling of the City's present offices, ~~not to exceed \$33,000,~~ and further that the Mayor and City Manager be authorized to sign such agreement.  
*so action may be taken with a full Council in attendance.*  
Motion Carried.

6. The City Council considered approval of the final payment to Donlar Construction Company for the Crystal Community Center.

Moved by Councilmember J and seconded by Councilmember I to (approve) (deny) (continue until \_\_\_\_\_ the discussion of) the final payment in the amount of \$1,985 for the construction of the Crystal Community Center as recommended by the Public Works Director.

Motion Carried.

7. The City Council considered a resolution amending the original Joint Powers Agreement authorizing membership of the City in Pets Under Police Security (PUPS) and appointing a Director and Alternate Director to be on the PUPS Board of Directors.

- A. 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. 91-3

RESOLUTION RELATING TO ANIMAL  
CONTROL: AMENDING RESOLUTION NO. 90-54  
AUTHORIZING MEMBERSHIP OF  
THE CITY IN PETS UNDER  
POLICE SECURITY (PUPS)

By roll call and voting aye: M, I, G, H, L,  
J, -; voting no: -, -, -, -; absent, not  
voting: C, -, -.

Motion carried, resolution declared adopted.

- B. Moved by Councilmember L and seconded by Councilmember I to appoint City Manager Jerry Dulger as Director and Police Chief James Massey as Alternate Director on the Pets Under Police Security (PUPS) Board of Directors.

Motion Carried.

8. The City Council considered a recommendation from the Economic Development Authority Advisory Commission to remove Anthony Brace, 4169 Adair Avenue North, from the Commission due to excessive absences.

Moved by Councilmember J and seconded by Councilmember G to (approve) (deny) (continue until - the discussion of) a recommendation from the Economic Development Authority Advisory Commission to remove Anthony Brace, 4169 Adair Avenue North, from the Commission due to excessive absences.

Motion Carried.

9. The City Council continued the consideration of the designation of an official newspaper for the City of Crystal for the year 1991.

Moved by Councilmember L and seconded by Councilmember M to designate Crystal/Robbinsdale Post News as the official newspaper for the City of Crystal for the year 1991.

Motion Carried.

10. The City Council considered a resolution approving Joint Power Agreement with Robbinsdale and Brooklyn Center for Enforcement of Ordinances on Twin Lake.

Moved by Councilmember J and seconded by Councilmember M to adopt the following resolution, the reading of which was dispensed with by unanimous consent; *with Police Chief Messing being appointed the representative on the Board of Directors:*

RESOLUTION NO. 91-4

RESOLUTION RELATING TO LAW  
ENFORCEMENT: AUTHORIZING MEMBERSHIP OF  
THE CITY IN THE TWIN LAKES JOINT  
POWERS ORGANIZATION

By roll call and voting aye: M, I, G, H, L,  
J, -; voting no:   ,   ,   ,   ; absent, not  
voting: C

Motion carried, resolution declared adopted.

11. The City Council considered the 1991 Contract with Union Local #49 (Heavy Equipment Operator, Mechanic, Light Equipment Operator, Sewer/Water Maintenance Worker and Parkkeeper) and the City of Crystal.

Moved by Councilmember I and seconded by Councilmember J to (approve) (deny) (continue until \_\_\_\_\_ the discussion of) the 1991 Contract with Union Local #49 (Heavy Equipment Operator, Mechanic, Light Equipment Operator, Sewer/Water Maintenance Worker and Parkkeeper) and the City of Crystal as recommended by the Assistant Manager.

Motion Carried.

12. The City Council considered the 1991 salaries and insurance for non-organized employees of the City of Crystal.

*I/L to approve staff's recommendations for the 1991 salaries <sup>for a 4% increase</sup> and an increase in the City's health and life insurance contribution of \$25, from \$220 to \$245, for non-organized employees of the City of Crystal. (*

*motion carried*

*List each position and 1991 salary for each.*

Open Forum

## Informal Discussion and Announcements

*Fri., Jan. 25 mtg.*

*Jesslyn, Herkes? ~~Leaving~~?  
Jerry*

Moved by Councilmember M and seconded by Councilmember L to approve the list of license applications.

Motion Carried.

*The Mayor called a 5 minute recess at 10:00 p.m. and advised the audience and television viewers that at 10:05 p.m. the*

*would*  
~~The City Council recessed at~~ p.m. ~~to~~ go into Executive Session to discuss the lawsuit with Veit & Company, Incorporated regarding a contract for work performed on Memory Lane Pond.

The Executive Session was closed and the Regular Council Meeting reconvened at 10:55 p.m.

Moved by Councilmember L and seconded by Councilmember I to adjourn the meeting.

Motion Carried.

Meeting adjourned at 10:58 p.m.



**APPLICATIONS FOR LICENSE  
JANUARY 15, 1991**

FOOD ESTABLISHMENT - Restaurant (\$150.00 with QA Plan  
+\$40 ea. addnl fac.)

Burger King, 3526 Lilac Drive  
Congregate Dining, 4800 Douglas Drive  
LaGondola & Spaghetti House, 6023 42nd Ave. No.  
Old Fashion Donut Shoppe, 2720 Douglas Drive  
Palace Inn, 5607 West Broadway

FOOD ESTABLISHMENT - Restaurant (\$275.00 w/o QA Plan +  
\$55. ea. addnl fac.)

Arnold's Hamburger Grill, 5518 Lakeland Avenue  
Ciao Bella's Pizza, 2732 Douglas Drive  
Crystal Dairy Queen, 6827 56th Avenue North  
Dallas' Crystal Cafe, 5640 West Broadway  
Doyles Bowling & Lounge, 5000 West Broadway  
The Iron Horse, 5630 Lakeland Avenue  
Key's Cafe, 6408 56th Avenue North  
K. Wong's Chow Mein, 5430 Lakeland Avenue  
McDonalds, 5400 West Broadway  
Rostamos Food & Liquor, 6014 Lakeland Ave.  
Steve O's, 4900 West Broadway

FOOD ESTABLISHMENT - Retail (\$190.00 without QA Plan)

Big B's Gas & Goods, 6000 42nd Avenue North

FOOD ESTABLISHMENT - Retail (Exempt)

N.E.A.R. (North Suburban Emergency Assistance Response)  
4801 Welcome Avenue North

FOOD ESTABLISHMENT - Special Food Handling (\$35.00)

Big Top Balloons, 5444 Douglas Drive  
Chalet Bowl, 5301 36th Avenue North  
E Z Stop, 4800 56th Avenue North  
Alco Vending, Honor Snacks, only one location  
Liquor Barrel, 2728 Douglas Drive  
Palace Inn, 5607 West Broadway  
Paper Warehouse, 101 Willow Bend  
36th Avenue Video, 4617 36th Avenue North  
United Liquors, 3530 Douglas Drive

FOOD ESTABLISHMENT - Special Food Handling \$220.00  
Honor Snacks

Breaktime Services, 6660 Shingle Creek Pkwy.

PERISHABLE FOOD VEHICLE - (\$30.00 ea. vehicle)

Old Fashion Donut, 2720 Douglas Drive (2)

KENNEL - Private (\$50.00)

Melvin Bauck, 3236 Edgewood Avenue North  
Helen Engelstad, 6407 61st Avenue North  
Delphine Goff, 6810 Corvallis Avenue  
Harold Kaufmann, 3424 Wisc. Avenue North  
Claudia Ebner, 5924 Perry No.  
John Piersiak, 5901 Jersey Avenue North  
Darrell Rahn, 5001 Wilshire Blvd.  
Gail Towers, 3110 Jersey Avenue North

VENDING - Nonperishable (\$10.00 1st mach. + \$5.00  
ea. addnl machine)

Arnolds Hamburger Grill, 5518 Lakeland Ave.  
Bro Midwest Vending at Modern Tool  
Doyles Bowling & Lounge, 5000 West Bdwy.  
Scot Lewis Beauty School, 6406 56th Ave. No.  
MN Valley Vending at Sharks at 100 Pool  
MN Viking Food Service at Mpls Drafting School  
Remme Vending at Founier Furniture, 7301 32nd Ave.

VENDING - Perishable (\$15.00 ea. machine)

Bro Midwest Vending at Modern Tool  
Crystal Shamrock, 6000 Douglas Drive  
Five Star Vending at Timesavers 5240 Hanson Ct.  
Scot Lewis Beauty School, 6406 56th Ave.No.  
MN Viking Food Service, Mpls Drafting School  
Remme Vending at Fournier Furniture

FOOD ESTABLISHMENT - Itinerant \$30.00 1st day + \$12.00  
each addnl day.

Norwest Bank, 7000 Bass Lake Road, First Minn.  
Aquisition Grand Opening from February 4-8, 1991

**APPLICATIONS FOR LICENSE  
JANUARY 15, 1990**

**CIGARETTES** - \$30.00 each machine and/or over counter sales

Doyle's Bowling & Lounge, Inc., 5000 West Broadway  
Douglas Drive Service-Center, 3401 Douglas Dr. N.  
Crown Coco., Inc. dba E-Z Stop Stores, 4800 - 56th Ave. N.  
Steven Weisman Ind., Inc. dba Steve O's, 4900 West Broadway  
Palace Inn, 5607 West Broadway  
Big B's Gas & Goods, 6000 - 42nd Ave. N.  
Dorian Enterprises, Inc. dba The Iron Horse, 5630 Lakeland Ave. N.  
Lamplighter Liquor Barrel, Inc., 2728 Douglas Dr. N.  
Dean-Superior Vending Company dba Rostamo's, 6014 Lakeland Ave. N.  
Theisen Vending Company dba Ground Round, 6830 - 56th Ave. N.  
Noble Snyder Drug, 4713 - 36th Ave. N.  
Target-A Division of Dayton Hudson Corp. dba Target Stores T3, 5537 West Broadway  
Five Star Vending dba Timesavers, Inc., 5270 Hanson Court

**GASOLINE STATIONS** - \$50.00 station + \$7.25 each hose

Octopus Car Wash, 5301 Douglas Dr. N.  
Crystal Shamrock, Inc., 6000 Douglas Dr. N.  
Big B's Gas & Goods, 6000 - 42nd Ave. N.  
Crown Coco., Inc. dba E-Z Stop Stores, 4800 - 56th Ave. N.  
Douglas Drive Service-Center, 3401 Douglas Dr. N.

**MECHANICAL AMUSEMENTS** - \$104.50 each machine

Anthony A. Nicklow dba Sharks at 100, 5311 - 36th Ave. N.  
Steven Weisman Ind., Inc. dba Steve O's, 4900 West Broadway  
Dorian Enterprises, Inc. dba The Iron Horse, 5630 Lakeland Ave. N.  
Dean-Superior Vending Company dba Rostamo's, 6014 Lakeland Ave. N.  
Dean-Superior Vending Company dba Palace Inn, 5607 West Broadway  
Theisen Vending Company dba Ground Round, 6830 - 56th Ave. N.

**AMUSEMENT CENTER** - \$50.00 each year

Anthony A. Nicklow dba Sharks at 100, 5311 - 36th Ave. N.

**MUSIC BOXES** - \$20.00 each box

Anthony A. Nicklow dba Sharks at 100, 5311 - 36th Ave. N.

Dean-Superior Vending Company dba Rostamo's, 6014 Lakeland Ave. N.

Dean-Superior Vending Company dba Palace Inn, 5607 West Broadway

Ciao Bella's Pizza & Pasta House, 2732 Douglas Dr. N.

BOWLING ALLEY - \$25.00 per lane

Doyle's Bowling & Lounge, Inc., 5000 West Broadway

POOL TABLES - \$30.00 per table

Anthony A. Nicklow dba Sharks at 100, 5311 - 36th Ave. N.

MASSAGE PARLOR - \$35.00 per year

Fantasia Together Hair Designers, 2756 Douglas Dr. N.

TREE TRIMMER - \$55.00 per year

Action Tree Stump Removal Service, 1910 Oakview Lane,  
Plymouth, MN 55441

APPLICATIONS FOR LICENSE  
January 15, 1990

GAS FITTER'S LICENSE - \$30.25 - Renewals

Welter Heatig, 4637 Chicago Ave., Minneapolis, MN 55407  
Economy Gas Installers, 6204 France Ave. S., Minneapolis, MN 55410  
Metropolitan Mechanical Contractors, 7340 Washington Ave. S., Eden  
Prairie, MN 55435  
Midwestern Mechanical, 9103 Davenport St. NE., Blaine, MN 55434  
P & D Contracting, 4629 41st Ave. N., Minneapolis, MN 55422  
Neil Heating & Air Conditioning, P.O. Box 29292, Minneapolis, MN 55429  
Louis DeGidio, 6501 Cedar Ave., Minneapolis, MN 55423

PLUMBER'S LICENSE - \$30.25 - Renewals

Randy Lane & Sons Plumbing, 1501 West Broadway, Minneapolis, MN 55411  
Metropolitan Mechanical Contractors, 7340 Washington Ave. S., Eden  
Prairie, MN 55435  
Crosstown Plumbing, Inc., 16539 105th Ave. N., Maple Grove, MN 55369  
McQuillan Brothers Plumbing, 452 Selby Ave., St. Paul, MN 55102  
Thompson Plumbing, 15001 Minnetonka Ind. Rd., Minnetonka, MN 55345  
Roto Rooter, 14530 27th Ave. N., Plymouth, MN 55441  
P & D Contracting, 4629 41st Ave. N., Minneapolis, MN 55422  
Midwestern Mechanical, 9103 Davenport St. NE., Blaine, MN 55434  
Richfield Plumbing Co., 805 W. 77 ½ St., Richfield, MN 55423  
Pete's Water & Sewer, 3107 Lyndale Ave. N., Minneapolis, MN 55411

SIGN LICENSE RENEWALS

D & B Hair Design, 5440 Douglas Dr. N.	\$ 15.00
Crystal Medical Center, 5640 West Broadway	108.78
Douglas Drive Family Physicians, 3501 Douglas Dr. N.	30.00
Timesavers, Inc., 5270 Hanson Court	15.00
ITT Financial, 124 Willow Bend	15.00
Welsh Co., 3200 Winpark Dr.	15.00
Great Clips, Inc., 333 Willow Bend	15.00
Aero Sales, Lot 1 Crystal Airport	15.00
H & R Block, 5510 West Broadway, Suite G	15.00
Union 76, 3401 Douglas Dr. N.	30.00
E-Z Stop, 4800 56th Ave. N.	45.00
Steve O's, 4900 West Broadway	30.00
Crystal Barbers, 5249 Douglas Dr. N.	30.00
Nevada Court Condominium Association, 3351 Nevada Ave. N.	15.00
Naegle Outdoor Advertising, misc. billboards	629.70
Industrial Stainless, 5265 Hanson Court	15.00
Old Fashion Donut Shop, 2720 Douglas Dr. N.	15.00
Tony's Submarine Sandwichs, Inc., 5358 West Broadway	20.22
K. Wong Chow Mein, 5430 Lakeland Ave. N.	45.00
Scot Lewis School, 6406 56th Ave. N.	15.00
Big B's, 6000 42nd Ave. N.	30.00
Title Wave Stores, 5508 West Broadway	30.00
Paul's "136" Restaurant, 3545 Vera Cruz Ave. N.	15.00
Frameworks, 6320 56th Ave. N.	15.00
LaGondola Spaghetti House 6023 42nd Ave. N.	45.38
Dakota, Inc., 5448 Douglas Dr. N.	15.00
Dairy Queen, 6827 56th Ave. N.	60.00
Rostamo's Food & Liquors, 6014 Lakeland Ave. N.	24.06
Keys Cafe, 6408 56th Ave. N.	15.00
36th Ave. Video, 4617 36th Ave. N.	15.00
Tran's Tailors, 5510 West Broadway, Suite D	15.00
Meineke Muffler, 5259 Douglas Dr. N.	75.00
Octopus Car Wash, 5301 Douglas Dr. N.	110.90
McDonald's, 5400 West Broadway	103.10
Superamerica, 7818 36th Ave. N.	120.00
Jerry's Barber Shop, 3538 Douglas Dr. N.	15.00
Mill End, 6105 42nd Ave. N.	15.00
Marshall's, 201 Willow Bend	79.25
Suburban Motel, 5454 Lakeland Ave. N.	85.50
Beauty Mart, 5522 West Broadway	30.00
Alive 'n Kicking, 5550 West Broadway	15.00
Church of Jesus Christ Latter Day Saints, 2801 Douglas	Exempt
Crystal Plaza Building, 5747 West Broadway	31.90
Kentucky Fried Chicken, 6817 56th Ave. N.	45.00
Woodbridge Apartments, 2701 Brunswick Ave. N.	45.00
Arby's, 5629 West Broadway	118.40
Elks Lodge No. 44, 5410 Lakeland Ave. N.	45.00
Beltline Barber Shop, 3603 Vera Cruz Ave. N.	15.00
Waterbed Room, 119-121 Willow Bend	45.00
Fanny Farmer, 311 Willow Bend	15.00
Jiffy Lube, 5273 West Broadway	45.00
Adair Liquors, 6001 42nd Ave. N.	75.00




Welcome Furniture, 4835 West Broadway	45.00
Full Service Travel, 137 Willow Bend	15.00
Cardell Florist, 2740 Douglas Dr. N.	15.00
Pilgrim Cleaners, 131 Willow Bend	45.00
Adventures in Video, 2702 Douglas Dr. N.	30.00
Adventures in Video, 6316 56th Ave. N.	15.00
Crystal Cobbler, 5510 West Broadway, Suite E	15.00
Appraisal Research, 5600 56th Ave. N.	15.00
Tesch's Hallmark, 317 Willow Bend	15.00
Boyd's Custom Cabinets, 5153 Idaho Ave. N.	15.00



*DeLeon*

Memorandum

DATE: January 11, 1991  
TO: Mayor and Council  
FROM: Jerry Dulgar, City Manager   
SUBJECT: Preliminary Agenda for the January 15, 1991 Council Meeting

Public Hearings:

1. Public hearing to consider proposed improvements to 36th Avenue between Welcome Avenue and Louisiana Avenue. The consulting engineers from R.C.M. and Bill will be prepared to make a presentation to the Council and residents. If any of you have questions relative to the specific parts of the project, recommendations, etcetera, before the meeting, don't hesitate to call Bill or me.

Bill says that by the calls he has had that he expects a fair number of residents to be at the hearing.

Regular Agenda:

Item 5: Consideration of contract with Workplace Environments for next phase of City Hall Renovation Project. Workplace Environments is the company that did the initial study on the City Hall for us. Bill and I would like to have the Council authorize them to go ahead and finish doing the layout work for the City Hall before we hire architects to actually design and implement the renovation and construction work that needs to be done.

Item 7: Consideration of a resolution amending the original Joint Powers Agreement authorizing membership of the City in Pets Under Police Security (PUPS) and appointing a Director and Alternate Director to be on the PUPS Board of Directors. With the addition of Plymouth to the group, we need to amend the original Joint Powers Agreement with this resolution. This does cut our costs somewhat for the project and it's good to have Plymouth in.

In addition to that change we also need to affirm our Director and Alternate Director. I'd request that the Council appoint the City Manager as Director and the Police Chief as Alternate Director at least for the first year or two of operation of this organization. The Police Department gets involved directly in the dog patrol and catching, and gets a lot of the complaints, and I think needs to be closely involved with and understand the operation of the pound. I've been Chairman of the Committee that's put the whole thing together and I would like to stay involved with this organization.

Item 8: Consideration of a recommendation from the EDA Advisory Commission to remove Anthony Brace from the Commission due to excessive absences. The EDA approved this last time they met but we didn't get it on the Council Agenda for the Council to approve so we are requesting that the Council confirm the action of the EDA.

Item 9: Continuation of consideration of the designation of the official newspaper for the City of Crystal for the year 1991. Attached please find a memo from Darlene and examples of the ads that would appear in the various papers and the costs for them. Based on her research I would recommend that we stay with the Post.

Item 10: Consideration of a resolution approving Joint Power Agreement with Robbinsdale and Brooklyn Center for Enforcement of Ordinances on Twin Lake. Our City Attorneys, who are also attorneys for the other two cities, and the Police Departments have been working to make sure that we are completely legal and proper as far as the three cities patrolling together and patrolling in the other cities jurisdictions on Twin Lakes. The attorneys have recommended that we adopt this resolution. I would concur with that recommendation. We expect that all three cities' Police Departments, Reserves and Community Service Officers will be more active in enforcing various ordinances on the lakes after we adopt this resolution.

Item 11: Consideration of the 1991 Contract with Local Union #49 (Heavy Equipment Operator, Mechanic, Light Equipment Operator, Sewer/Water Maintenance Worker and Parkkeeper) and the City of Crystal. We have had some negotiating sessions with the Public Works' Union, Local #49, and have reached an agreement with them. We'd recommend to the Council that you approve that agreement as outlined in Nancy's memo. It's in line with other settlements in the metropolitan area and it keeps us as close as being in compliance as we are now with the Comparable Worth Law.

Item 12: Consideration of 1991 salaries and insurance for non-organized employees. Attached please find several pieces of information from Nancy relative to the recommendations. I concur with her recommendation. I would like to get these salaries finalized before we get any further into the year so that we don't have to pay anymore backpay than is necessary and our employees know what their salary will be for the year.

Item 13: Update on status of Veit lawsuit regarding contract on Memory Lane Pond. Jim Strommen from Dave's office will be coming to the meeting to have a closed executive session with the Council relative to the settlement of this lawsuit. Discussing a possible settlement of a lawsuit or strategy for settlement of a lawsuit are some of the things that we are authorized to have a closed meeting for. I talked to Dave and Jim Strommen and they've recommended that we have a closed session at the end of the Council Meeting so that we can discuss trying to resolve and finalize settlement of this lawsuit. This could take a half-hour to an hour. Jim will be prepared to outline everything that has

happened up to this point-in-time, where we are at and the possible alternatives of where we could go to try and reach a settlement.

Have a nice weekend. See you next Tuesday.

js



COUNCIL AGENDA - SUMMARY

COUNCIL MEETING OF  
January 15, 1991

Call to order

Roll call

Pledge of Allegiance to the Flag

Acknowledgement of contribution from Doyles Lanes (Minnesota State Bowling Proprietors Association) in the amount of \$1,300 to be used for youth activities in the Park & Recreation Department.

Approval of the minutes of the regular meeting of January 2, 1991.

Public Hearings

1. Public hearing to consider proposed improvements to 36th Avenue between Welcome Avenue and Louisiana Avenue.

Regular Agenda Items

1. Consideration of a variance to expand a non-conforming sign (non-conforming in size) for McDonalds at 5400 West Broadway.
2. Consideration of a variance to setback requirements for a free-standing sign for Walgreens at 6918 - 56th Avenue North.
3. Appearance by Mr. Hoisington to discuss the amendment to contract with Hoisington Group, Inc. to include Image Concepts as part of Comprehensive Plan.
4. Consideration of the Second Reading of an Ordinance Relating to Salaries of Members of the City Council.
5. Consideration of contract with Workplace Environments for next phase of City Hall Renovation Project.
6. Consideration of approving final payment to Donlar Construction for Community Center.
7. Consideration of a resolution amending the original Joint Powers Agreement authorizing membership of the City in Pets Under Police

Security (PUPS) and appointing a Director and Alternate Director to be on the PUPS Board of Directors.

8. Consideration of a recommendation from the EDA Advisory Commission to remove Anthony Brace, 4169 Adair Avenue North, from the Commission due to excessive absences.
9. Continuation of consideration of the designation of the official newspaper for the City of Crystal for the year 1991.
10. Consideration of a resolution approving Joint Power Agreement with Robbinsdale and Brooklyn Center for Enforcement of Ordinances on Twin Lake.
11. Consideration of the 1991 Contract with Local Union #49 (Heavy Equipment Operator, Mechanic, Light Equipment Operator, Sewer/Water Maintenance Worker and Parkkeeper) and the City of Crystal.
12. Consideration of 1991 salaries and insurance for non-organized employees.
13. Update of status of Veit lawsuit regarding contract on Memory Lane Pond.

#### **Open Forum**

#### **Informal Discussion and Announcements**

1. Informational item - Mark your calendars for February 28th for the Annual Appreciation Dinner; invitation to follow.
2. Advertisement for commissioner appointment to Bassett Creek and Shingle Creek Water Management Commissions.
3. Travel information in packets for N.L.C. Conference in March - get back to Darlene as soon as possible.

#### **Licenses**

#### **Adjournment**

APPLICATIONS FOR LICENSE  
JANUARY 15, 1991

FOOD ESTABLISHMENT - Restaurant (\$150.00 with QA Plan  
+\$40 ea. addnl fac.)

Burger King, 3526 Lilac Drive  
Congregate Dining, 4800 Douglas Drive  
LaGondola & Spaghetti House, 6023 42nd Ave. No.  
Old Fashion Donut Shoppe, 2720 Douglas Drive  
Palace Inn, 5607 West Broadway

FOOD ESTABLISHMENT - Restaurant (\$275.00 w/o QA Plan +  
\$55. ea. addnl fac.)

Arnold's Hamburger Grill, 5518 Lakeland Avenue  
Ciao Bella's Pizza, 2732 Douglas Drive  
Crystal Dairy Queen, 6827 56th Avenue North  
Dallas' Crystal Cafe, 5640 West Broadway  
Doyles Bowling & Lounge, 5000 West Broadway  
The Iron Horse, 5630 Lakeland Avenue  
Key's Cafe, 6408 56th Avenue North  
K. Wong's Chow Mein, 5430 Lakeland Avenue  
McDonalds, 5400 West Broadway  
Rostamos Food & Liquor, 6014 Lakeland Ave.  
Steve O's, 4900 West Broadway

FOOD ESTABLISHMENT - Retail (\$190.00 without QA Plan)

Big B's Gas & Goods, 6000 42nd Avenue North

FOOD ESTABLISHMENT - Retail (Exempt)

N.E.A.R. (North Suburban Emergency Assistance Response)  
4801 Welcome Avenue North

FOOD ESTABLISHMENT - Special Food Handling (\$35.00)

Big Top Balloons, 5444 Douglas Drive  
Chalet Bowl, 5301 36th Avenue North  
E Z Stop, 4800 56th Avenue North  
Alco Vending, Honor Snacks, only one location  
Liquor Barrel, 2728 Douglas Drive  
Palace Inn, 5607 West Broadway  
Paper Warehouse, 101 Willow Bend  
36th Avenue Video, 4617 36th Avenue North  
United Liquors, 3530 Douglas Drive

FOOD ESTABLISHMENT - Special Food Handling \$220.00  
Honor Snacks

Breaktime Services, 6660 Shingle Creek Pkwy.

PERISHABLE FOOD VEHICLE - (\$30.00 ea. vehicle)

Old Fashion Donut, 2720 Douglas Drive (2)

KENNEL - Private (\$50.00)

Melvin Bauck, 3236 Edgewood Avenue North  
Helen Engelstad, 6407 61st Avenue North  
Delphine Goff, 6810 Corvallis Avenue  
Harold Kaufmann, 3424 Wisc. Avenue North  
Claudia Ebner, 5924 Perry No.  
John Piersiak, 5901 Jersey Avenue North  
Darrell Rahn, 5001 Wilshire Blvd.  
Gail Towers, 3110 Jersey Avenue North

VENDING - Nonperishable (\$10.00 1st mach. + \$5.00  
ea. addnl machine)

Arnolds Hamburger Grill, 5518 Lakeland Ave.  
Bro Midwest Vending at Modern Tool  
Doyles Bowling & Lounge, 5000 West Bdwy.  
Scot Lewis Beauty School, 6406 56th Ave. No.  
MN Valley Vending at Sharks at 100 Pool  
MN Viking Food Service at Mpls Drafting School  
Remme Vending at Founier Furniture, 7301 32nd Ave.

VENDING - Perishable (\$15.00 ea. machine)

Bro Midwest Vending at Modern Tool  
Crystal Shamrock, 6000 Douglas Drive  
Five Star Vending at Timesavers 5240 Hanson Ct.  
Scot Lewis Beauty School, 6406 56th Ave.No.  
MN Viking Food Service, Mpls Drafting School  
Remme Vending at Fournier Furniture



**APPLICATIONS FOR LICENSE  
JANUARY 15, 1990**

**CIGARETTES** - \$30.00 each machine and/or over counter sales

Doyle's Bowling & Lounge, Inc., 5000 West Broadway  
Douglas Drive Service-Center, 3401 Douglas Dr. N.  
Crown Coco., Inc. dba E-Z Stop Stores, 4800 - 56th Ave. N.  
Steven Weisman Ind., Inc. dba Steve O's, 4900 West Broadway  
Palace Inn, 5607 West Broadway  
Big B's Gas & Goods, 6000 - 42nd Ave. N.  
Dorian Enterprises, Inc. dba The Iron Horse, 5630 Lakeland Ave. N.  
Lamplighter Liquor Barrel, Inc., 2728 Douglas Dr. N.  
Dean-Superior Vending Company dba Rostamo's, 6014 Lakeland Ave. N.  
Theisen Vending Company dba Ground Round, 6830 - 56th Ave. N.  
Noble Snyder Drug, 4713 - 36th Ave. N.  
Target-A Division of Dayton Hudson Corp. dba Target Stores  
T3, 5537 West Broadway  
Five Star Vending dba Timesavers, Inc., 5270 Hanson Court

**GASOLINE STATIONS** - \$50.00 station + \$7.25 each hose

Octopus Car Wash, 5301 Douglas Dr. N.  
Crystal Shamrock, Inc., 6000 Douglas Dr. N.  
Big B's Gas & Goods, 6000 - 42nd Ave. N.  
Crown Coco., Inc. dba E-Z Stop Stores, 4800 - 56th Ave. N.  
Douglas Drive Service-Center, 3401 Douglas Dr. N.

**MECHANICAL AMUSEMENTS** - \$104.50 each machine

Anthony A. Nicklow dba Sharks at 100, 5311 - 36th Ave. N.  
Steven Weisman Ind., Inc. dba Steve O's, 4900 West Broadway  
Dorian Enterprises, Inc. dba The Iron Horse, 5630 Lakeland Ave. N.  
Dean-Superior Vending Company dba Rostamo's, 6014 Lakeland Ave. N.  
Dean-Superior Vending Company dba Palace Inn, 5607 West Broadway  
Theisen Vending Company dba Ground Round, 6830 - 56th Ave. N.

**AMUSEMENT CENTER** - \$50.00 each year

Anthony A. Nicklow dba Sharks at 100, 5311 - 36th Ave. N.

**MUSIC BOXES** - \$20.00 each box

Anthony A. Nicklow dba Sharks at 100, 5311 - 36th Ave. N.

Dean-Superior Vending Company dba Rostamo's, 6014 Lakeland Ave. N.

Dean-Superior Vending Company dba Palace Inn, 5607 West Broadway

Ciao Bella's Pizza & Pasta House, 2732 Douglas Dr. N.

BOWLING ALLEY - \$25.00 per lane

Doyle's Bowling & Lounge, Inc., 5000 West Broadway

POOL TABLES - \$30.00 per table

Anthony A. Nicklow dba Sharks at 100, 5311 - 36th Ave. N.

MASSAGE PARLOR - \$35.00 per year

Fantasia Together Hair Designers, 2756 Douglas Dr. N.

TREE TRIMMER - \$55.00 per year

Action Tree Stump Removal Service, 1910 Oakview Lane,  
Plymouth, MN 55441

APPLICATIONS FOR LICENSE  
January 15, 1990

GAS FITTER'S LICENSE - \$30.25 - Renewals

Welter Heatig, 4637 Chicago Ave., Minneapolis, MN 55407  
Economy Gas Installers, 6204 France Ave. S., Minneapolis, MN 55410  
Metropolitan Mechanical Contractors, 7340 Washington Ave. S., Eden  
Prairie, MN 55435  
Midwestern Mechanical, 9103 Davenport St. NE., Blaine, MN 55434  
P & D Contracting, 4629 41st Ave. N., Minneapolis, MN 55422  
Neil Heating & Air Conditioning, P.O. Box 29292, Minneapolis, MN 55429  
Louis DeGidio, 6501 Cedar Ave., Minneapolis, MN 55423

PLUMBER'S LICENSE - \$30.25 - Renewals

Randy Lane & Sons Plumbing, 1501 West Broadway, Minneapolis, MN 55411  
Metropolitan Mechanical Contractors, 7340 Washington Ave. S., Eden  
Prairie, MN 55435  
Crosstown Plumbing, Inc., 16539 105th Ave. N., Maple Grove, MN 55369  
McQuillan Brothers Plumbing, 452 Selby Ave., St. Paul, MN 55102  
Thompson Plumbing, 15001 Minnetonka Ind. Rd., Minnetonka, MN 55345  
Roto Rooter, 14530 27th Ave. N., Plymouth, MN 55441  
P & D Contracting, 4629 41st Ave. N., Minneapolis, MN 55422  
Midwestern Mechanical, 9103 Davenport St. NE., Blaine, MN 55434  
Richfield Plumbing Co., 805 W. 77 ½ St., Richfield, MN 55423  
Pete's Water & Sewer, 3107 Lyndale Ave. N., Minneapolis, MN 55411

SIGN LICENSE RENEWALS

D & B Hair Design, 5440 Douglas Dr. N.	\$ 15.00
Crystal Medical Center, 5640 West Broadway	108.78
Douglas Drive Family Physicians, 3501 Douglas Dr. N.	30.00
Timesavers, Inc., 5270 Hanson Court	15.00
ITT Financial, 124 Willow Bend	15.00
Welsh Co., 3200 Winpark Dr.	15.00
Great Clips, Inc., 333 Willow Bend	15.00
Aero Sales, Lot 1 Crystal Airport	15.00
H & R Block, 5510 West Broadway, Suite G	15.00
Union 76, 3401 Douglas Dr. N.	30.00
E-Z Stop, 4800 56th Ave. N.	45.00
Steve O's, 4900 West Broadway	30.00
Crystal Barbers, 5249 Douglas Dr. N.	30.00
Nevada Court Condominium Association, 3351 Nevada Ave. N.	15.00
Naegle Outdoor Advertising, misc. billboards	629.70
Industrial Stainless, 5265 Hanson Court	15.00
Old Fashion Donut Shop, 2720 Douglas Dr. N.	15.00
Tony's Submarine Sandwichs, Inc., 5358 West Broadway	20.22
K. Wong Chow Mein, 5430 Lakeland Ave. N.	45.00
Scot Lewis School, 6406 56th Ave. N.	15.00
Big B's, 6000 42nd Ave. N.	30.00
Title Wave Stores, 5508 West Broadway	30.00
Paul's "136" Restaurant, 3545 Vera Cruz Ave. N.	15.00
Frameworks, 6320 56th Ave. N.	15.00
LaGondola Spaghetti House 6023 42nd Ave. N.	45.38
Dakota, Inc., 5448 Douglas Dr. N.	15.00
Dairy Queen, 6827 56th Ave. N.	60.00
Rostamo's Food & Liquors, 6014 Lakeland Ave. N.	24.06
Keys Cafe, 6408 56th Ave. N.	15.00
36th Ave. Video, 4617 36th Ave. N.	15.00
Tran's Tailors, 5510 West Broadway, Suite D	15.00
Meineke Muffler, 5259 Douglas Dr. N.	75.00
Octopus Car Wash, 5301 Douglas Dr. N.	110.90
McDonald's, 5400 West Broadway	103.10
Superamerica, 7818 36th Ave. N.	120.00
Jerry's Barber Shop, 3538 Douglas Dr. N.	15.00
Mill End, 6105 42nd Ave. N.	15.00
Marshall's, 201 Willow Bend	79.25
Suburban Motel, 5454 Lakeland Ave. N.	85.50
Beauty Mart, 5522 West Broadway	30.00
Alive 'n Kicking, 5550 West Broadway	15.00
Church of Jesus Christ Latter Day Saints, 2801 Douglas	Exempt
Crystal Plaza Building, 5747 West Broadway	31.90
Kentucky Fried Chicken, 6817 56th Ave. N.	45.00
Woodbridge Apartments, 2701 Brunswick Ave. N.	45.00
Arby's, 5629 West Broadway	118.40
Elks Lodge No. 44, 5410 Lakeland Ave. N.	45.00
Beltline Barber Shop, 3603 Vera Cruz Ave. N.	15.00
Waterbed Room, 119-121 Willow Bend	45.00
Fanny Farmer, 311 Willow Bend	15.00
Jiffy Lube, 5273 West Broadway	45.00
Adair Liquors, 6001 42nd Ave. N.	75.00





Welcome Furniture, 4835 West Broadway	45.00
Full Service Travel, 137 Willow Bend	15.00
Cardell Florist, 2740 Douglas Dr. N.	15.00
Pilgrim Cleaners, 131 Willow Bend	45.00
Adventures in Video, 2702 Douglas Dr. N.	30.00
Adventures in Video, 6316 56th Ave. N.	15.00
Crystal Cobbler, 5510 West Broadway, Suite E	15.00
Appraisal Research, 5600 56th Ave. N.	15.00
Tesch's Hallmark, 317 Willow Bend	15.00
Boyd's Custom Cabinets, 5153 Idaho Ave. N.	15.00

J.D.

DATE: January 9, 1991  
MEMO TO: Jerry Dulgar, City Manager  
FROM: Edward C. Brandeen, Park & Recreation Director  
SUBJECT: Minnesota State Bowling Prop. Association

Attached is a donation from Doyles Lanes (Minnesota State Bowling Proprietors Association) in the amount of \$1,300. This money is to be used for youth activities in our department.

c: Miles Johnson (+ check)

<b>MINNESOTA STATE BOWLING PROPRIETORS ASSOCIATION</b>		2047
<i>Scholarship Foundation</i>		
11812 WAYZATA BLVD., SUITE 128 MINNETONKA, MN 55343		75-1524/910
December 17, 1990		
Crystal Park & Recreation Department		\$ 1300.00
One Thousand Three Hundred and No/100		DOLLARS
 <b>Minnetonka National Bank</b> 1809 Plymouth Road South Minnetonka, Minnesota 55343 (612) 546-6060		TWO SIGNATURES REQUIRED OVER \$2,000.00
FOR 		<i>James Clayton</i>

January 2, 1991

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Pursuant to due call and notice thereof, the Regular meeting of the Crystal City Council was held on January 2, 1991 at 7:00 P.M., at 4141 Douglas Drive, Crystal, Minnesota.

The Secretary of the Council called the roll and the following were present: Carlson, Moravec, Irving, Grimes, Herbes, Langsdorf, Joselyn. Also in attendance were the following staff members: Jerry Dulgar, City Manager; Dave Kennedy, City Attorney; William Monk, Public Works Director; Bill Barber, Building Inspector; Darlene George, City Clerk.

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

The City Council considered the minutes of the Regular City Council meeting of December 18, 1990.

Moved by Councilmember Joselyn and seconded by Councilmember Moravec to approve the minutes of the Regular City Council Meeting of December 18, 1990 making the following exceptions: Page 701 - last paragraph - change to read "an amendment moved by Councilmember Moravec . . ."; Page 702 - second paragraph - delete the words "to adopt the main motion"; Page 703 - change first motion on page to read "the vacant position of the Community Development Director . . ."

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 a second-hand goods dealer's license at 3542 Douglas Drive as requested by Janet M. Wernet. The Mayor asked those present to voice their opinions or to ask questions concerning this matter. Those present and heard were: Janet Wernet.

The Mayor closed the Public Hearing.

Moved by Councilmember Langsdorf and seconded by Councilmember Irving to approve a second-hand goods dealer's license for Janet M. Wernet dba Second Shift, 3542 Douglas Drive.

Motion Carried.

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

1. The City Council considered the resignation of James J. Barden, 6813 - 45th Place, from the Planning Commission.



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Moved by Councilmember Moravec and seconded by Councilmember Irving to approve the resignation of James J. Barden, 6813 - 45th Place, from the Planning Commission, and direct staff to send a letter of thanks and appreciation to Mr. Barden.

Motion Carried.

2. The City Council considered the applications of David Anderson, 2949 Hampshire Avenue North; Bruce William Smith, 5701 Rhode Island Avenue North; and Debra K. Guertin, 6511 - 58th Avenue North for reappointment and the applications of Steven C. Leppa, 4816 Quail Avenue North and Robert W. Tatley, 5921 - 47th Avenue North for appointment to the Planning Commission for 3-year terms expiring December 31, 1994.

Moved by Councilmember Moravec and seconded by Councilmember Irving to reappoint Debra K. Guertin, 6511 - 58th Avenue North, to the Planning Commission for a 3-year term expiring December 31, 1994 as Section II Commissioner and Steven C. Leppa, 4816 Quail Avenue North, as Ward 3 Commissioner, for an unexpired term expiring December 31, 1991.

Motion Carried.

Moved by Councilmember Irving and seconded by Councilmember Grimes to reappoint David Anderson, 2949 Hampshire Avenue North, and Bruce Smith, 5701 Rhode Island Avenue North, to the Planning Commission for 3-year terms expiring December 31, 1994.

Motion Carried.

3. The City Council considered the applications of Linda E. Museus, 3926 Idaho Avenue North; Renee Werner, 6924 - 35th Avenue North; and James Allen Brown, 5313 Hampshire Avenue North for reappointment to the Human Relations Commission for 3-year terms expiring December 31, 1994.

Moved by Councilmember Grimes and seconded by Councilmember Langsdorf to reappoint Linda Museus, 3926 Idaho Avenue North, Renee Werner, 6924 - 35th Avenue North, and James Allen Brown, 5313 Hampshire Avenue North, to the Human Relations Commission for 3-year terms expiring December 31, 1994.

Motion Carried.

4. The City Council considered the applications of Rollie Smothers, 6315 - 55th Avenue North and Liz Reid, 5417 Vera Cruz Avenue North for reappointment and the application of Greg Ertz, 5249 Vera Cruz Avenue North for appointment to the Park & Recreation Advisory Commission for 3-year terms expiring December 31, 1994.

Moved by Councilmember Carlson and seconded by Councilmember Grimes to reappoint Rollie Smothers, 6315 - 55th Avenue North, and Liz Reid, 5417 Vera Cruz Avenue North, and appoint Greg Ertz, 5249 Vera Cruz Avenue North, to the Park & Recreation

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Advisory Commission for 3-year terms expiring December 31, 1994.

3

Motion Carried.

5. The City Council considered the applications of Phyllis Isaacson, 7000 Lombardy Lane; Jerome Farrell, 2908 Jersey Avenue North; and Mary Pat Hanauska, 5848 Hampshire Avenue North for reappointment to the Environmental Quality Commission for 3-year terms expiring December 31, 1994.

3

Moved by Councilmember Grimes and seconded by Councilmember Langsdorf to reappoint Phyllis Isaacson, 7000 Lombardy Lane; Jerome Farrell, 2908 Jersey Avenue North; and Mary Pat Hanauska, 5848 Hampshire Avenue North to the Environmental Quality Commission for 3-year terms expiring December 31, 1994.

3

Motion Carried.

6. The City Council considered the selection of a Mayor Pro Tem for the year 1991.

Moved by Councilmember Moravec and seconded by Councilmember Langsdorf to appoint Councilmember Irving as Mayor Pro Tem for the year 1991.

Motion Carried.

7. The City Council considered the designation of the official depository for the City of Crystal for the year 1991.

Moved by Councilmember Carlson to designate Norwest Crystal Bank as the official depository for the City of Crystal for the year 1991 up to and including the month of July, 1991.

No second was received.

Moved by Councilmember Grimes and seconded by Councilmember Irving to designate Norwest Crystal Bank as the official depository for the City of Crystal for the year 1991.

Motion Carried.

8. The City Council considered the designation of the official newspaper for the City of Crystal for the year 1991.

Moved by Councilmember Irving and seconded by Councilmember Carlson to designate Crystal/Robbinsdale Post News as the official newspaper for the City of Crystal for the year 1991.

Moved by Councilmember Langsdorf and seconded by Councilmember Joselyn to table to the next regular Council meeting for a more understandable explanation of rates from both Crystal/Robbinsdale Post News and the Star Tribune.

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

Motion Carried.

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9. The City Council considered the appointment of a liaison to the Park and Recreation Advisory Commission for the year 1991.

Moved by Councilmember Irving and seconded by Councilmember Langsdorf to appoint Councilmember Moravec as the liaison to the Park and Recreation Advisory Commission for the year 1991.  
Motion Carried.

10. The City Council considered the appointment of a liaison to the Environmental Quality Commission for the year 1991.

Moved by Councilmember Langsdorf and seconded by Councilmember Irving to appoint Councilmember Joselyn as the liaison to the Environmental Quality Commission for the year 1991.  
Motion Carried.

11. The City Council considered the appointment of a liaison to the Human Relations Commission for the year 1991.

Moved by Councilmember Moravec and seconded by Councilmember Langsdorf to appoint Councilmember Carlson as the liaison to the Human Relations Commission for the year 1991.  
Motion Carried.

12. The City Council considered the appointment of a liaison to the Economic Development Advisory Commission for the year 1991.

Moved by Councilmember Irving and seconded by Councilmember Langsdorf to appoint Councilmember Grimes as the liaison to the Economic Development Advisory Commission for the year 1991.

Motion Carried.

13. The City Council considered the appointment of a representative and an alternate to the Association of Metropolitan Municipalities for the year 1991.

Moved by Councilmember Langsdorf and seconded by Councilmember Joselyn to appoint Mayor Herbes and City Manager Dular as the representatives and Councilmember Carlson as the alternate to the Association of Metropolitan Municipalities for the year 1991.

Motion Carried.

14. The City Council considered the appointment of a representative to the Joint Water Commission for the year 1991.

Moved by Councilmember Irving and seconded by Councilmember Grimes to appoint Councilmember Langsdorf as the representative to the Joint Water Commission for the year 1991.

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Motion Carried.

15. The City Council considered the appointment of representatives to the Northwest Suburbs Cable Communications Commission for the year 1991.

Moved by Councilmember Carlson and seconded by Councilmember Langsdorf to appoint Councilmember Irving and City Manager Dulgar as representatives to the Northwest Suburbs Cable Communications Commission for the year 1991.

Motion Carried.

16. The City Council considered the designation of a representative and an alternate legislative contact person for 1991.

Moved by Councilmember Langsdorf and seconded by Councilmember Irving to appoint City Manager Dulgar as the representative and Mayor Herbes as the alternate legislative contact person for 1991.

Motion Carried.

17. The City Council considered the appointment of a Commissioner and Alternate Commissioner on the Bassett Creek Flood Control Commission for a 3-year term expiring January 31, 1994.

Moved by Councilmember Irving and seconded by Councilmember Grimes to appoint City Engineer Monk as Commissioner and Mayor Herbes as the Alternate Commissioner on the Bassett Creek Flood Control Commission for a 3-year term expiring January 31, 1994.

Motion Carried.

18. The City Council considered the appointment of a Commissioner and Alternate Commissioner on the Shingle Creek Watershed Management Commission for a 3-year term expiring February, 1994.

Moved by Councilmember Langsdorf and seconded by Councilmember Grimes to appoint City Engineer Monk as Commissioner and Mayor Herbes as Alternate Commissioner on the Shingle Creek Watershed Management Commission for a 3-year term expiring February, 1994.

Motion Carried.

19. Bill Morris of Decision Resources appeared to discuss the community survey.

20. The City Council considered a Lawful Gambling Premise Permit for Catholic Eldercare at Knights of Columbus, 4947 West Broadway.



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

RESOLUTION NO. 91-1

RESOLUTION RELATING TO LAWFUL GAMBLING:  
APPROVING CERTAIN PREMISES PERMITS

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

21. The City Council considered the Second Reading of an Ordinance Amendment for Adjustment of Utility Rates.

Moved by Councilmember Irving and seconded by Councilmember Grimes to adopt the following ordinance:

ORDINANCE NO. 91-1

AN ORDINANCE RELATING TO SEWER, WATER AND  
STREET LIGHTING RATES AND CHARGES:  
AMENDING CRYSTAL CITY CODES SUBSECTION 710.05  
AND SUBSECTION 715.13, SUBDIVISIONS 1 AND 4

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

Motion Carried.

22. The City Council considered an amendment of contract for Comp Plan Preparation with Hoisington Group, Inc.

Moved by Councilmember Carlson and seconded by Councilmember Langsdorf to continue discussion to the next regular City Council meeting and invite Mr. Hoisington of Hoisington Group, Inc. to speak to the Council regarding the amendment of contract for Comprehensive Plan Preparation.

Motion Carried.

23. The City Council considered a policy for Health/Life Insurance contributions for regular full and part-time City employees who are called to active duty for military.

Moved by Councilmember Langsdorf and seconded by Councilmember Carlson to approve the policy for Health/Life Insurance contributions for regular full and part-time City employees who are called to active duty for military as drafted.

Motion Carried.

The Mayor called a recess at 8:20 p.m. and the meeting was reconvened at 8:35 p.m.



January 2, 1991

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24. The City Council considered Proposals from Prosecuting Attorneys for Crystal 1991-92-93. Those firms interviewed by the City Council were:
1. Wurst, Pearson, Larson, Underwood & Mertz (Roger Fellows and Jim Larson of the firm appeared)
  2. Rosenthal, Rondoni, MacMillan & Joyner, Ltd. (Peter MacMillan, Paul Rosenthal and Francis Rondoni of the firm appeared)
  3. Holmes & Graven, Chartered (David Kennedy, Paul Baertschi and Steven Tallen of the firm appeared)

Moved by Councilmember Carlson and seconded by Councilmember Grimes to appoint the firm of Rosenthal, Rondoni, MacMillan and Joyner, Ltd. as Prosecuting Attorney for the City of Crystal for 1991-92-93; and further to authorize Mayor and City Manager to sign such agreement.

By roll call and voting aye: Carlson, Irving, Grimes, Herbes, Langsdorf, Joselyn; abstaining: Moravec.

Motion Carried.

25. Bill Monk gave a report on usage of municipal parking lots in Becker Park area. The Council directed staff to contact businesses in the area regarding customer/employee parking in the municipal parking lots in the Becker Park area due to complaints of lack of customer parking space.
26. The City Council considered the First Reading of an Ordinance Relating to Salaries of Members of the City Council.

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

ORDINANCE NO. 91-

AN ORDINANCE RELATING TO SALARIES OF  
MEMBERS OF THE CITY COUNCIL; REPEALING  
CRYSTAL CITY CODE, SUBSECTION 210.09,  
SUBDIVISION 1, CLAUSES (c) AND (d)  
AND SUBSECTION 210.091, SUBDIVISION 2,  
CLAUSES (c) and (d)

and further, that the second and final reading be held on January 15, 1991.

Motion Carried.

Moved by Councilmember Moravec and seconded by Councilmember Langsdorf 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,

January 2, 1991

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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 Irving and seconded by Councilmember Langsdorf to adjourn the meeting.

Motion Carried.

Meeting adjourned at 9:50 p.m.

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Mayor

ATTEST:

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City Clerk

DATE: January 7, 1991  
TO: Jerry Dulgar, City Manager  
FROM: William Monk, City Engineer  
SUBJECT: 36th Avenue Improvements

Consistent with City Council action of May 15, 1990, a feasibility study has been prepared detailing proposed improvements to 36th Avenue. Given the size and scope of the project, Crystal contracted with RCM to prepare the engineering study. For purposes of the report, the stretch of 36th Avenue being reviewed has been broken into two sections, each with a common terminus at Douglas Drive.

In Section 1, from Welcome Avenue to Douglas Drive, the proposed improvements include a complete upgrade/reconstruction to State Aid standards. Specifically, the work involves construction of a 48 foot wide street section with storm sewer, concrete curb & gutter and concrete sidewalk along both sides. Total estimated costs for Section 1 are \$683,580. Of this total, 81% or \$553,953 is to be paid using Municipal State Aid Funds. Assessments to abutting property are proposed in an amount of \$44,146. The \$85,481 balance is proposed to be financed using Infrastructure Funds.

Consistent with past State Aid projects, local benefit has been set at an amount equivalent to 100% of the cost of concrete curb and gutter work and 10% of concrete sidewalk. These costs are applied on a front foot basis. It should be noted that this project assessment includes reassessment of curb and sidewalk installed in 1952 thru 1971.

On Section 2, between Douglas Drive and Louisiana Avenue, the proposed project includes removal (milling) of the top layer of the existing bituminous surface and placement of a 2-1/2 inch overlay. All of the estimated \$187,205 in project costs is proposed to be financed using Infrastructure Funds as were improvements to Fairview Avenue in 1989.

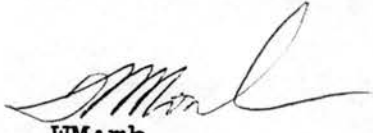
The public hearing scheduled for January 15 represents the next step in consideration of an improvement project on 36th Avenue. I continue to believe improvements to 36th Avenue are critical in maintaining a reliable and safe street system. The importance of 36th Avenue as a major east/west street has long been evident:

- 36th Avenue acts as one of two major access points to southern Crystal for vehicular trips from the east.
- Crystal's Comprehensive Plan always noted 36th Avenue as a collector that has and will continue to carry significant traffic volumes.

Jerry Dulgar  
January 7, 1991  
Page 2

- The Comprehensive Plan also notes 36th Avenue as part of the City's overall truck route, but only following its improvement.
- The proposed upgrade of TH100 will continue to focus attention on 36th Avenue as Crystal's only access with construction of a bridge overpass and full access ramps.

Improvements to this street are long overdue and I recommend approval of the attached resolution. Additional copies of RCM feasibility study, which were distributed at a previous Council meeting, will be available at Tuesday's public hearing.



WM:mb

Encl

RESOLUTION NO. 91-

RESOLUTION AUTHORIZING IMPROVEMENTS ON 36TH AVENUE  
AND PREPARATION OF CONSTRUCTION PLANS AND SPECIFICATIONS

WHEREAS, in a resolution dated May 15, 1990, the Crystal City Council authorized preparation of an engineering feasibility study detailing improvements on 36th Avenue.

WHEREAS, on November 20, 1990, the Crystal City Council received the feasibility study as prepared by RCM Associates and set a public improvement hearing for January 15, 1991.

WHEREAS, mailed and published notice was given of said public improvement hearing.

NOW, THEREFORE, BE IT RESOLVED that the Crystal City Council hereby approves the utility and street improvements on 36th Avenue between Welcome and Louisiana Avenues as detailed in the RCM report. Further, that RCM Associates is hereby authorized to prepare construction plans and specifications for said improvements and solicit bids.

Adopted by the Crystal City Council this \_\_\_\_ day of \_\_\_\_\_, 1991.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk



CITY  
OF CRYSTAL

PROJECT LOCATION  
AREA 2

PROJECT LOCATION  
AREA 1

No Scale

FIGURE # 1

PROJECT LOCATION

36 TH AVENUE  
REPAIR AND REHABILITATION  
CRYSTAL, MINNESOTA

**RCM** rieke  
carroll  
muller  
associates, inc.  
architects • engineers • land surveyors

REVISIONS

SHEET NO.

DATE  
10/25/90

FILE NO.  
10080.01

## PRELIMINARY ASSESSMENT ROLL

AREA 1 - 36TH AVENUE NORTH CONSTRUCTION  
RCM PROJECT NO. 10080.01

Property I.D. Number	Description	Owner	Frontage	Assessment
16-118-21-34-0055	5600 36th Avenue	Nancy E. Boethin	80 *	\$989.60
16-118-21-34-0056	5608 36th Avenue	Leona A. Jay	75 *	\$927.75
16-118-21-34-0057	5616 36th Avenue	Gregory W. & Shelly A. Theis	75 *	\$927.75
16-118-21-34-0058	5624 36th Avenue	Virginia R. Larsen	69.1 *	\$854.77
16-118-21-34-0051	5700 36th Avenue	Raymond F. & Abbie L. Nelson	84.4 *	\$1,044.03
16-118-21-34-0052	5708 36th Avenue	Clarence E. & Lorraine Nelson	84.4 *	\$1,044.03
16-118-21-34-0053	5716 36th Avenue	Patrick D. Casey	84.4 *	\$1,044.03
16-118-21-34-0054	5718 36th Avenue	Thomas E. & Barbara S. White	84.4 *	\$1,044.03
16-118-21-34-0041	5800-04 36th Avenue	Yvonne B. Meunier	84.14 **	\$1,040.81
16-118-21-34-0042	5808-12 36th Avenue	Richard J. & L. Clair Revell	86.84 **	\$1,074.21
16-118-21-34-0043	5816 36th Avenue	Russell G. & Minerva H. Blixt	92.68 ***	\$1,146.45
16-118-21-33-0059	5902 36th Avenue	Karla L. Shomshak	94 *	\$1,162.78
16-118-21-33-0060	5910 36th Avenue	Jerry P. Smith	82 *	\$1,014.34
16-118-21-33-0061	5918 36th Avenue	Janese M. Evans	94 *	\$1,162.78
16-118-21-33-0074	6000-02 36th Avenue	Tomas J. Shiek	88 *	\$1,088.56
16-118-21-33-0076	6012-16 36th Avenue	David R. & Kathleen A. Taylor	70 *	\$865.90
16-118-21-33-0041	6026-28 36th Avenue	Darrell E. & Janet L. Otness	102.02	\$1,261.99
16-118-21-33-0045	3601 Brunswick Avenue	Mary L. Bates	45.1	\$557.89
16-118-21-33-0046	3600 Colorado Avenue	Sengarone Syllivong	45.1	\$557.89
16-118-21-33-0087	3601-03 Colorado Avenue	Mary Ann Russell/Edwina Kulseth	44.5	\$550.46
21-118-21-21-0005	5607 36th Avenue	Lawrence R. & Bonita L. Menshek	94.21	\$1,165.38
21-118-21-21-0004	5617 36th Avenue	Agnes R. Miller	109.21	\$1,350.93
21-118-21-21-0010	5627 36th Avenue	Mark A. Ruhland	99.21	\$1,227.23
21-118-21-21-0063	5701 36th Avenue	Ramona M. Phillips	100.89	\$1,248.01
21-118-21-21-0065	5711 36th Avenue	Stanley & Gail Stanius	73.93	\$914.51
21-118-21-21-0064	5723 36th Avenue	John E. & Hazel Gamec Jr.	59.96	\$741.71
21-118-21-21-0066	5731 36th Avenue	Bruce T. & Amy J. Bauer	57.89 *	\$716.10
21-118-21-21-0070	5801 36th Avenue	Donald G. & Marian Nelson	80.88 *	\$1,000.49
21-118-21-21-0074	5813 36th Avenue	James D. Beckwith	110.89	\$1,371.71
21-118-21-21-0077	5817 36th Avenue	Lynn R. & Lioma Williams	110.89	\$1,371.71
21-118-21-22-0001	5905 36th Avenue	Barry D. & Shirley Kline	96.66	\$1,195.68
21-118-21-22-0005	5915 36th Avenue	Lynn C. Dahlstrom	100	\$1,237.00
21-118-21-22-0006	5925 36th Avenue	Danny O. Hegland	103.33	\$1,278.19
21-118-21-22-0009	6003 36th Avenue	Dan A. & Carol Newman	103.33	\$1,278.19
21-118-21-22-0010	6013 36th Avenue	Bessie V. Mosal	103.33	\$1,278.19
21-118-21-22-0013	6023 36th Avenue	Arthur J. & Betty J. Jensen	103.33	\$1,278.19
21-118-21-22-0066	3555 Brunswick Avenue	John A. & Mary J. Egan	91.16	\$1,127.65
21-118-21-22-0067	6115 36th Avenue	David L. & Patricia Laughlin	101.16	\$1,251.35
21-118-21-22-0068	6125 36th Avenue	Gregory J. & Karen A. Lundeen	101.16	\$1,251.35
21-118-21-22-0069	6203 36th Avenue	Lawrence H. & Doris C. Duenow	101.16	\$1,251.35
21-118-21-22-0070	6213 36th Avenue	Lawrence Duenow	101.16	\$1,251.35
			3568.82	\$44,146.30

\* Previously Assessed Curb &amp; Gutter

\*\* Previously Assessed Curb &amp; Gutter and Sidewalk

\*\*\* Previously Assessed Sidewalk Only

(1) Based upon an assessment rate of \$12.37.

DATE: January 8, 1991  
TO: Jerry Dulgar, City Manager  
FROM: Bill Barber, Building Inspector  
SUBJECT: 5400 West Broadway  
McDonald's  
Plan Case #91-2

Mr. Al Sterner of Attracta Signs is requesting a variance to the City Sign Ordinance to allow a non-conforming sign to be expanded. The current sign is 198.4 square feet which requires a setback of 24 feet.


In 1985 a variance was granted to expand a non-conforming sign. The current sign is approximately 6'10" off property line.

The new sign being proposed is a 3' high by 8' wide reader board type sign which will be located immediately under the existing McDonald's sign. The existing drive thru sign which is now installed will be removed. The bottom of the new sign will be at the same location of the bottom of the current drive thru sign. The distance between the bottom of the reader board as proposed and ground will be approximately 8'6".

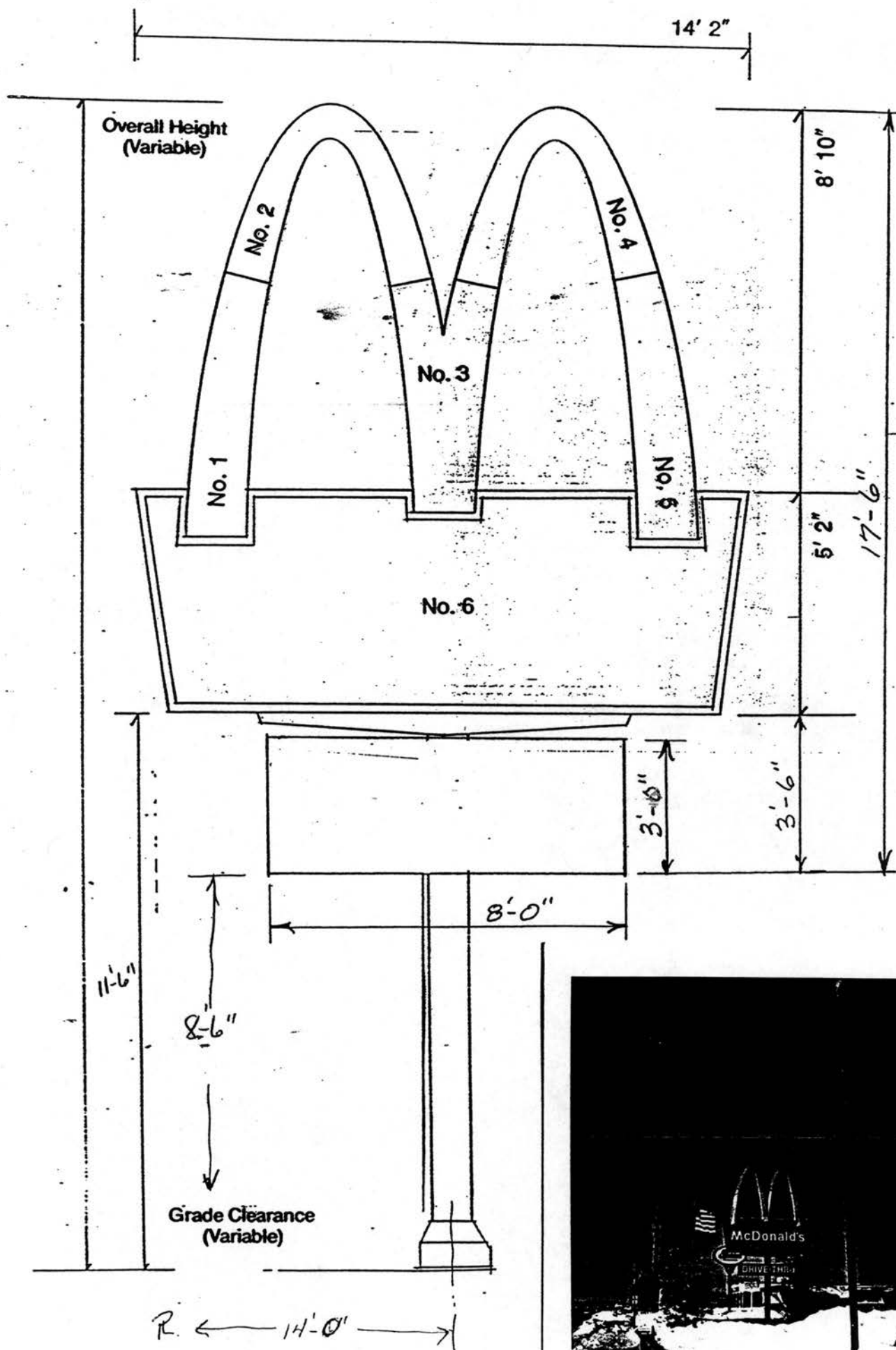
Mr. Al Sterner of Attracta Signs should be present Tuesday night to answer any questions you may have.

I'm recommending approval of this request as it does not increase the total area of the sign when you consider the existing drive thru sign. I will also be present at the meeting to answer any questions you may have.

kk



# CHANGE



DATE: January 8, 1991  
TO: Jerry Dulgar, City Manager  
FROM: Bill Barber, Building Inspector  
SUBJECT: 6918 56th Ave. N.  
Walgreen's  
Plan Case #91-3

Semper Holding is requesting a variance to the City Sign Ordinance to allow a free standing sign to be located within 10 feet of the property line in lieu of the required 21 foot setback.

The sign being proposed will be advertising both Walgreen's and Gold Eagle Laundry. By doing this, the laundromat sign is actually an off premise sign but it reduces the number of free standing signs along Bass Lake Road. I might suggest that if this request is granted, that it be stipulated that no free standing sign be permitted on 6924 56th Ave. N. which is the Gold Eagle property.

The sign as proposed should not be a problem since it does meet the minimum of 10 foot setback and also it keeps the visibility triangle clear on the corner.

We have several other signs in the area which have had variances granted for setbacks. Should you have any questions, the owner should be there as well as I on Tuesday night.

kk





126'-0"

Existing Structure  
to be Removed

Tone Indicates Existing  
Concrete and Bituminous

Pylon Sign See Sheet A5.1

64 Parking Stalls Provided  
Bituminous Surface Parking Area

22'-0" BUILDING SETBACK

5'-0" Utility Easement

Existing Curb Cut  
To be Removed

Refocated Curb Cut

56th Ave. North (Bass Lake Road)

For Grading & Drainage  
See C0.2

For Utilities See C0.3



164 S.F. SIGN FACE

MAX. HEIGHT = 31'-0"  
REQ'D SETBACK = 21'-0"  
FROM PROPERTY LINE.

DATE: January 7, 1991  
TO: Jerry Dulgar, City Manager  
FROM: William Monk, City Engineer  
SUBJECT: Comprehensive Plan


The attached letter from Fred Hoisington reviews the status of the Comprehensive Plan Update. To keep the document's preparation on schedule, a decision on inclusion of the Image Concepts section is needed at this time. In our contract this section is described as follows:

7. Community Image Concepts. This qualitative element (optional) will include an assessment of what the City of Crystal believes it is, what it wants to become and how that vision can be translated into a set of objectives and graphic representations of the future Crystal. We propose to identify and study those community elements that give Crystal its identity and translate the collective vision of those participating in the goal setting process into a set of design concepts and guidelines for the future built environment. Though we cannot foretell what this part of the study will ultimately include, things that come to mind are: City gateways, LRT corridors and station concepts, street corridor enhancement, retail district enhancement, architectural/facade treatments, and park and open space linkages. If authorized, this will be one chapter in the Comprehensive Plan.

Based on comments regarding City image at the public forums, I recommend the Council give serious consideration to including an Image Section in the Plan. To approve, the Council needs to amend the existing contract by inclusion of the Image Concept and Additional Plan Text at a cost of \$8,500. This amends the total contract price from \$44,500 to \$53,000.

Financing for the Plan update was approved in 1990 as a PIR Fund expenditure. While the \$45,000 loan Crystal received for this work from the Metropolitan Council will reduce the City's front end costs, the total contract will be paid from the PIR Fund over a three year period.

Fred Hoisington will be attendance to review this item with the Council in further detail on Tuesday night.

  
WM:mb

Encl.

## Hoisington Group Inc.

December 11, 1990

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

Re: Comprehensive Plan Additional Services

Dear Bill:

Per our discussion on Monday, December 10, 1990, I have reviewed our contract dated June 7, 1990 regarding optional services. This letter will provide you with a status report.

On June 5, 1990 the City Council approved Comprehensive Planning Services in an amount not to exceed \$60,000. The Council authorized a Basic Services Work Program for a fee of \$44,500 but retained the right to individually approve the Attitudinal Survey (\$4,000), Image Concepts (\$6,500), Neighborhood Plans (\$2,000) and Additional Plan Text related to Optional Services (\$2,000) at a later date. The remaining \$1,000 of optional services was intended to be used by the City for the printing and reproduction of the Final Plan document.

Based on the outcome of the public forums, it is evident to us that addressing the City's image must be an important consideration with the Plan update. We would therefore request authorization to add the Image Concepts element to the Basic Services Work Program. Since the Attitudinal Survey was done by Decision Resources, the \$4,000 allocated to that service in the June 7, 1990 planning contract can be deleted which reduces the total contract amount to \$55,000.

The optional neighborhood plans are not an essential part of the Comprehensive Plan and can be held in abeyance until later in the process. The additional Plan text, however, should be authorized now to reflect the addition of the Image Concepts and the Goal Formulation element which was proposed as an optional service but was approved by the Council as part of the original Work Program.

If you have any questions, please feel free to give me a call.

Sincerely,



Fred L. Hoisington, AICP  
Planning Consultant

FLH/gh



ORDINANCE NO. 91-\_\_\_\_\_

AN ORDINANCE RELATING TO SALARIES OF  
MEMBERS OF THE CITY COUNCIL: REPEALING  
CRYSTAL CITY CODE, SUBSECTION 210.09,  
SUBDIVISION 1, CLAUSES (c) AND (d)  
AND SUBSECTION 210.091, SUBDIVISION 2,  
CLAUSES (c) AND (d)

THE CITY OF CRYSTAL ORDAINS:

Section 1. Crystal City Code, Subsection 210.09, Subdivision 1, Clauses (c) and (d) are repealed.

Sec. 2. Crystal City Code, Subsection 210.09, Subdivision 2, Clauses (c) and (d) are repealed.

Sec. 3. This ordinance is effective as of January 1, 1991, in accordance with Crystal City Code, Subsection 110.11.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
Clerk



December 18, 1990

page 701

*Reference:*  
*Regular Agenda*  
*Item # 4*

Pursuant to due call and notice thereof, the Regular meeting of the Crystal City Council was held on December 18, 1990 at 7:00 P.M., at 4141 Douglas Drive, Crystal, Minnesota.

The Secretary of the Council called the roll and the following were present: Carlson, Moravec, Irving, Grimes, Herbes, Langsdorf, Joselyn. Also in attendance were the following staff members: Jerry Dular, City Manager; Dave Kennedy, City Attorney; William Monk, Public Works Director; Bill Barber, Building Inspector; Darlene George, City Clerk; Miles Johnson, Finance Director; Jessie Hart, Assistant Finance Director.

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

The City Council considered the minutes of the Regular City Council meeting of December 10, 1990.

Moved by Councilmember Irving to approve the minutes of the Regular City Council meeting of December 10, 1990 with the following exception: Item #2 on Regular Agenda change "appeared" to "was scheduled to appear". No second was heard before the vote was taken.

Motion Carried.

The City Council considered the following Public Hearing:

1. The City Council continued from the December 10, 1990 City Council Meeting the public hearing to consider the 1991 City of Crystal Budget. The Mayor asked those present to voice their opinions or to ask questions concerning this matter. Those present and heard were: Adrian Rygg, 4120 Brunswick Ave. N.; Al Holter, 4366 Xenia Ave. N.; John Paulson, business owner in Crystal, resident of Golden Valley; Gary Boyle, 6812 Cloverdale Avenue North; Virgil Mannie, 5201 Corvallis Avenue North; George Merriam, 6626 Fairview Avenue North; Mike Noonan, owner of rental property in Crystal; Roger Pickering, 3821 Xenia Avenue North.

The City Attorney advised the public hearing should remain open to conform to state statute.

Moved by Councilmember Joselyn and seconded by Councilmember Irving to remove consideration of the 1991 Budgets from the table.

Motion Carried.

The Mayor then pointed out that the motion to adopt the 1991 Budget Resolution had appended to it, an amendment moved by Councilmember Moravec to exclude from the 1991 Budgets the 5% increase in Council salaries scheduled to go into effect January 1, 1991.

December 18, 1990

page 702

After discussion Councilmember Irving moved and seconded by Councilmember Carlson that the main motion to adopt the 1991 Budget Resolution be amended by reducing the General Fund Levy by \$100,000 by a transfer of that amount from the Permanent Improvement Revolving Fund, Part C.

Motion Carried.

The Mayor then announced that the Moravec amendment to the main motion was before the body and called for the question of adoption of the Moravec amendment.

Motion Carried.

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

RESOLUTION NO. 90-82

RESOLUTION ADOPTING THE 1991 BUDGETS

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

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

RESOLUTION NO. 90-83

RESOLUTION ADOPTING 1991 BUDGETS FOR THE  
ENTERPRISE FUNDS

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

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

RESOLUTION NO. 90-84

RESOLUTION LEVYING TAXES FOR CERTIFICATION  
TO THE COUNTY AUDITOR FOR PAYABLE 1991

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

The Mayor closed the Public Hearing.

DATE: January 4, 1991  
TO: Jerry Dulgar, City Manager  
FROM: William Monk, City Engineer  
SUBJECT: City Hall Space Needs

Consistent with our review of City Hall space needs at the Council work session of November 14, the 1991 Budget included an allocation within the PIR Fund for the initial phase of a renovation project. It is important to note that the City Hall upgrade project will be a lengthy process involving continual Council input/approvals along the way.

The first step in the project includes fine tuning the preliminary layout in terms of detail and scope. It was with this in mind that I requested the attached proposal from Workplace Environments. While many of the work items appear quite detailed, this work represents the next level of planning and preparation required prior to involvement of an architect.

Based on their work on the preliminary plan and their extensive background with municipal facilities, I recommend Crystal contract with Workplace Environments for services as outlined in the letter from Mr. Baxter dated 12/21/90. This detailed planning/layout work is scheduled to take 3 to 5 months with a cost not to exceed \$33,000.

While I am anxious to proceed with some form of City Hall renovation plan, there is no intent to rush the process. Budget restrictions/limitations will continue to be a primary consideration with this project.

  
WM:mb

Encl



**WORKPLACE ENVIRONMENTS, INC.**

VICKSBURG PLAZA • SUITE#15  
1115 VICKSBURG LANE NORTH  
PLYMOUTH, MINNESOTA 55447  
(612) 476-0663 • FAX # (612) 476-0680

December 20, 1990/Revised December 21, 1990

Mr. William Monk  
Public Works Director  
CITY OF CRYSTAL  
4141 Douglas Drive North  
Crystal, MN 55422-1696

re: Proposal to develop our 1990 space study for the City of Crystal  
general offices

From our initial space study, we propose to develop our preliminary plan into a detailed plan with specifications for all interior non-structural requirements. This plan will be presented to the City of Crystal and to the architect of choice to implement the expansion and remodeling of the City's present offices.

We will begin by providing a needs assessment survey of all Crystal office employees via interviews to complete the development of their individual workstation requirements and all common area requirements. From these interviews, the following services will be incorporated to develop the construction and furniture specifications and plans:

- \* Field verification of as-built conditions of the building.
- \* Revise the base plan into a detailed  $\frac{1}{4}$ " core plan.
- \* Meet to program telephone electrical lighting and data requirements.
- \* Meet to review common area consideration and details.
- \* Provide the following plans:
  - non-structural building addition plans.
  - Reflective ceiling plans and switching plan.
  - Demolition plans
  - Color and finish selection plans.
  - Detailed furniture and workstation plans.
  - Plan refinement and revisions as necessary.
- \* Provide the following specifications:
  - Lighting
  - Colors and finishes
  - Furniture and workstation specifications
  - Flooring treatments
  - Window treatments
  - Presentation boards
  - Detail design and shop drawings (i.e. millwork, custom assemblies and special details).

December 20, 1990/Revised December 21, 1990  
CITY OF CRYSTAL  
Page 2

- \* Meet with the City and architect for:
  - Code review
  - Mechanical coordination review
  - Electrical coordination review
  - Architectural coordination review
  - Employee and management needs assessment review (includes revisions and changes.)
  - Site inspections and verification
- \* Coordination of additional consultants (i.e. acoustic, lighting, energy management).
- \* Project administration (i.e. print-making, calls, conferences, travel time).

We understand this service includes all areas of the building as per our preliminary plan detailed.

We understand this service includes only basic recommendations for the Council Chambers, the Detention Area and the Garage.

We understand the entire building is to be planned at one time, though work may be done in stages. Our fees are based on completion of the work at one time. Project management, if requested, is additional.

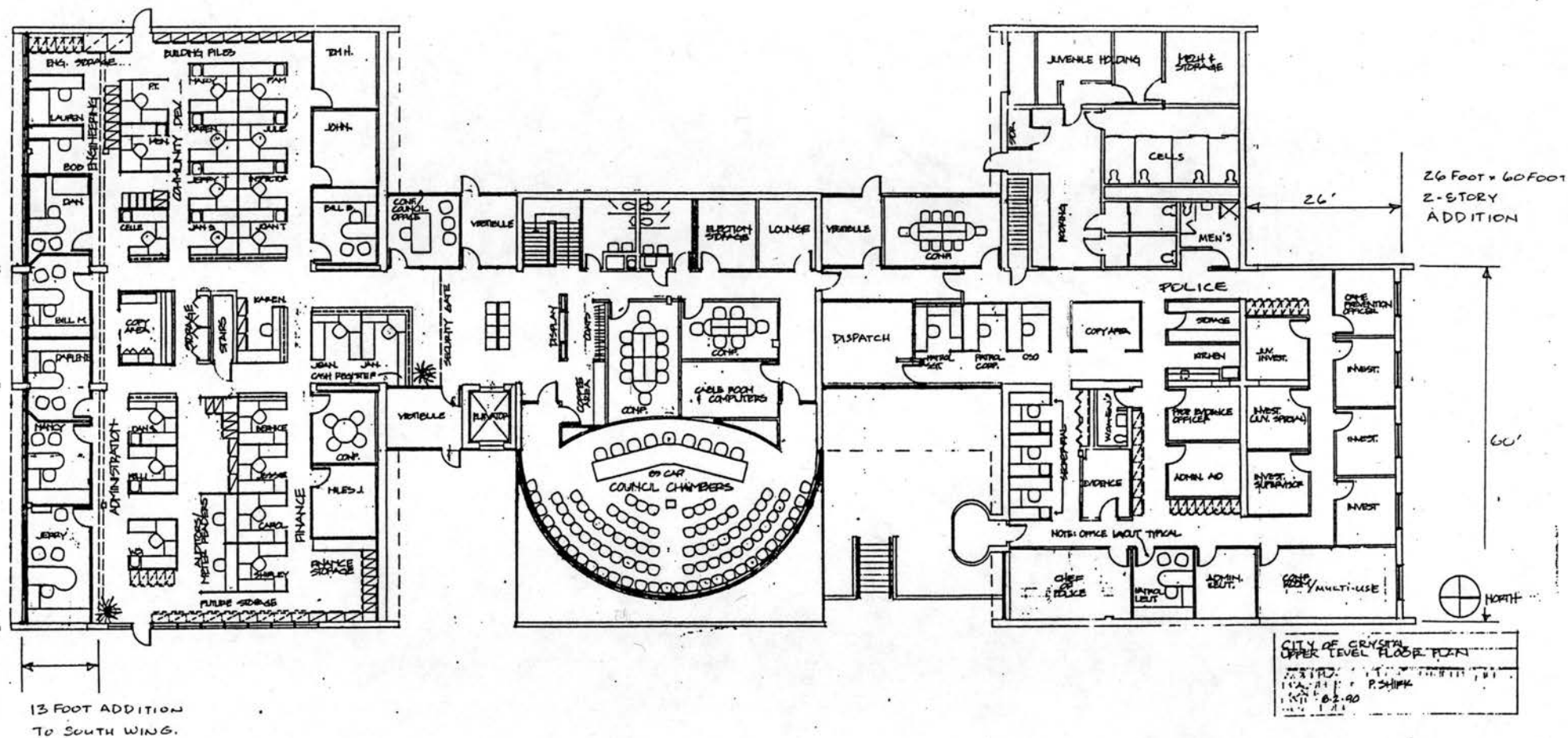
Our services are billable at \$55.00 per hour for design and \$37.00 per hour for clerical with total cost not to exceed \$33,000.00. The work is expected to be completed over a three to five month period. Print charges are additional.

Sincerely,

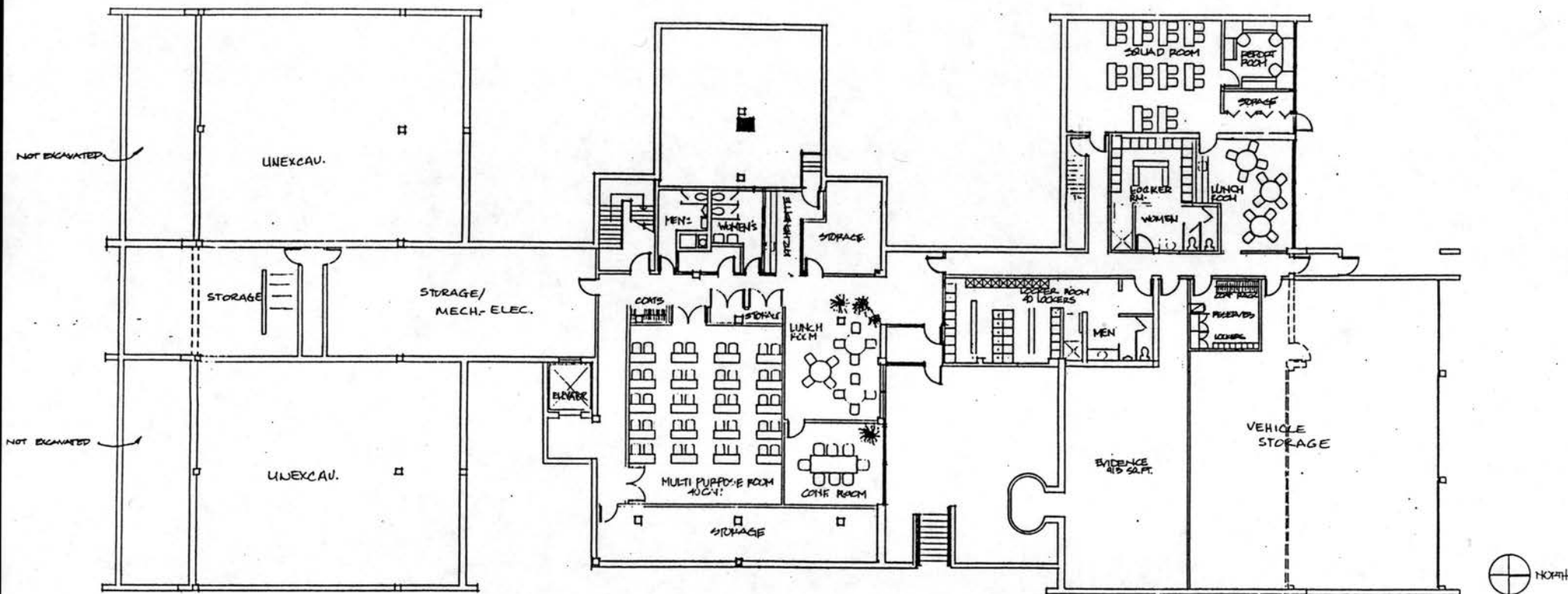


William H. Baxter





**WORKPLACE ENVIRONMENTS, INC.**  
 VICKSBURG PLAZA • SUITE #15  
 1115 VICKSBURG LANE NORTH  
 PLYMOUTH, MINNESOTA 55447  
 (612) 476-0663 • FAX # (612) 476-0680



CITY OF CRYSTAL  
LOWER LEVEL FLOOR PLAN  
WORKSPACE BUILDING 115, 116  
115 VICKSBURG LANE NORTH  
PLYMOUTH, MINN. 55447  
DATE: 11/15/90  
BY: J. D. B. 8990



WORKPLACE ENVIRONMENTS, INC.

VICKSBURG PLAZA • SUITE #15  
1115 VICKSBURG LANE NORTH  
PLYMOUTH, MINNESOTA 55447  
(612) 476-0663 • FAX # (612) 476-0680

DATE: January 8, 1991  
TO: Jerry Dulgar, City Manager  
FROM: William Monk, City Engineer  
SUBJECT: Community Center Construction Contract

In July of 1989, Crystal entered into a contract with Donlar Construction Co. to construct the Community Center. The contract was approved in a lump sum format in the amount of \$3,245,050. Additions and deletions to the contract processed over the course of the project adjusted the contract by an amount of \$79,173.26 to a total of \$3,324,223.26. These contract changes were the result of project modifications required to the construction plans/specifications or specific requests of the City.

At this point Crystal is in a position to process the final payment to Donlar Construction Company. As noted on the attached payment certificate, payment of \$1,985.00 is in order. I recommend approval of the final invoice and acceptance of the project. Actual issuance of the check will be conditioned upon submittal of all required lien waivers, MN withholding certificate, product warranties and operation manuals.

It should be noted that as the last project costs are finalized in the next few weeks, a project cost summary will be forwarded to the City Council. At that time the final PIR Fund transfer will need to be processed.

WM

WM:mb

Encl

# APPLICATION AND CERTIFICATE FOR PAYMENT AIA DOCUMENT G702

(Instructions on reverse side) PAGE ONE OF 4 PAGES

TO (OWNER): CITY OF CRYSTAL  
4141 Douglas Drive  
Crystal, Mn

PROJECT: CRYSTAL COMMUNITY CENTER  
4800 Douglas Drive  
Crystal, MN.

APPLICATION NO: 16

Distribution to:

☐ OWNER

PERIOD TO: January 11, 1991

☐ ARCHITECT☐ CONTRACTOR

FROM (CONTRACTOR): DONLAR CONSTRUCTION CO.  
480 Cedar St. Suite 301  
St. Paul, Mn 55101

VIA (ARCHITECT): ANDERSON, DALE ARCHITECTS  
2675 University Ave.  
St. Paul, MN. 55114

ARCHITECT'S

PROJECT NO: 142.0201

☐

CONTRACT FOR:

CONTRACT DATE: July 17, 1989

## CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY			
Change Orders approved in previous months by Owner		ADDITIONS	DEDUCTIONS
TOTAL		77,188.26	
Approved this Month			
Number	Date Approved		
13	1/11/91	1,985.00	
TOTALS		1,985.00	
Net change by Change Orders		79,173.26	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: DONLAR CONSTRUCTION COMPANY

By: Bruce Ellingson, Vice President Date: January 11, 1991

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

Application is made for Payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM ..... \$ 3,245,050.00
2. Net change by Change Orders ..... \$ 79,173.26
3. CONTRACT SUM TO DATE (Line 1 + 2) ..... \$ 3,324,223.26
4. TOTAL COMPLETED & STORED TO DATE ..... \$ 3,324,223.26  
(Column G on G703)
5. RETAINAGE:
  - a. % of Completed Work \$ RETAINER SECURITIES ON DEPOSIT  
(Column D + E on G703)
  - b. % of Stored Material \$ \_\_\_\_\_  
(Column F on G703)
 Total Retainage (Line 5a + 5b or Total in Column I of G703) ..... \$ \_\_\_\_\_
6. TOTAL EARNED LESS RETAINAGE ..... \$ \_\_\_\_\_  
(Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) ..... \$ 3,322,238.26
8. CURRENT PAYMENT DUE ..... \$ 1,985.00
9. BALANCE TO FINISH, PLUS RETAINAGE ..... \$ \_\_\_\_\_  
(Line 3 less Line 6)

State of: Minn.

Subscribed and sworn to before me this 11th day of January, 1991

Notary Public:

My Commission expires:

My commission expires: 3

AMOUNT CERTIFIED ..... \$ \_\_\_\_\_

(Attach explanation if amount certified differs from the amount applied for.)

ARCHITECT:

By: \_\_\_\_\_ Date: \_\_\_\_\_

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



## CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side) PAGE 2 OF 4 PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 16

APPLICATION DATE:

PERIOD TO: 1-11-91

ARCHITECT'S PROJECT NO: 142.0201

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D + E + F)	(G + C)		
01000	Performance Bond	24,414.00	24,414.00						
01100	General Conditions	109,921.00	109,921.00			24,414.00	100		
02100	Site Clearing (included with 02200)					109,921.00	100		
02200	Earthwork	118,040.00	118,040.00						
02440	Irrigation Systems (included with 02480)					118,040.00	100		
02480	Landscape Work	89,976.00	89,976.00						
						89,976.00	100		
02513	Asphalt Concrete Paving	62,000.00	62,000.00						
02514	Concrete Walks	15,228.00	15,228.00			62,000.00	100		
02515	Mod C-I-P Conc. AG. Walks	8,374.00	8,374.00			15,228.00	100		
02719	Water Service Piping (included with 02720)					8,374.00	100		
02720	Storm Sewage System	82,406.00	82,406.00						
02730	Sanitary Sewage System (included with 02720)					82,406.00	100		
02770	Miscellaneous Improvements	8,525.00	8,525.00						
02820	Sodding (included with 02480)					8,525.00	100		
03310	Concrete Work	176,448.00	176,448.00						
03535	Cem. Work Fiber Roof Deck	39,208.00	39,208.00			176,448.00	100		
04200	Unit Masonry	608,093.00	608,093.00			39,208.00	100		
05000	Structural System	189,644.00	189,644.00			608,093.00	100		
06100	Rough Carpentry	16,565.00	16,565.00			189,644.00	100		
06200	Finish Carpentry	42,886.00	42,886.00			16,565.00	100		
07120	Fluid Applied Waterproofing	2,280.00	2,280.00			42,886.00	100		
07410	Perform. Roofing & Siding	25,222.00	25,222.00			2,280.00	100		
07530	Flex. Sheet Roof System	78,700.00	78,700.00			25,222.00	100		
07600	Metal Roof Edge & Brick cap (included with 07530)					78,700.00			
07800	Roof Hatch (included with 07530)								
07820	Translucent Panel System	93,050.00	93,050.00						
07900	Joint Sealers	3,145.00	3,145.00			93,050.00	100		
						3,145.00	100		
		1,794,125.00	1,794,125.00			1,794,125.00			

AIA DOCUMENT G703 • APPLICATION AND CERTIFICATE FOR PAYMENT • MAY 1983 EDITION • AIA • © 1983  
THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W., WASHINGTON, D.C. 20006



# CONTINUATION SHEET

AIA DOCUMENT G703

(Instructions on reverse side) MCA 3 of 4 MCA

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 16

APPLICATION DATE:

PERIOD TO: 1-11-91

ARCHITECT'S PROJECT NO: 142.02.01

A ITEM NO	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)		H BALANCE TO FINISH (C-G)	I RETAINAGE
			FROM PREVIOUS APPLICATION (D+E)	THIS PERIOD		(G+C)	% (G+C)		
08110	Steel Frames & Doors	41,192.00	41,192.00			41,192.00	100		
08210	Wood Doors	9,111.00	9,111.00			9,111.00	100		
08305	Access Doors	547.00	547.00			547.00	100		
08315	Sliding Wall System (incl'd in 08905)								
08330	Coiling Doors	8,150.00	8,150.00			8,150.00	100		
08350	Operable Wall Partitions	68,663.00	68,663.00			68,663.00	100		
08360	Sectional Overhead Doors	651.00	651.00			651.00	100		
08710	Finish Hardware (incl'd in 08110)								
08800	Glass & Glazing	4,790.00	4,790.00			4,790.00	100		
08905	Window Wall/Entrance Drs.	142,790.00	142,790.00			142,790.00	100		
09215	Veneer Plaster (incl'd in 09250)								
09250	Gypsum Drywall	63,500.00	63,500.00			63,500.00	100		
09300	Tile	22,580.00	22,580.00			22,580.00	100		
09510	Acoustical Ceilings	13,750.00	13,750.00			13,750.00	100		
09550	Wood Flooring	114,364.00	114,364.00			114,364.00	100		
09650	Resilient Flooring	7,180.00	7,180.00			7,180.00	100		
09900	Painting	31,950.00	31,950.00			31,950.00	100		
10100	Markerboards & Tackboards	2,063.00	2,063.00			2,063.00	100		
10160	Toilet Partitions	3,520.00	3,520.00			3,520.00	100		
10200	Louvers & Grilles	3,036.00	3,036.00			3,036.00	100		
10350	Flag Poles	3,411.00	3,411.00			3,411.00	100		
10422	Fire Dept. Key Access Box (incl'd in 10520)								
10500	Metal Lockers	4,000.00	4,000.00			4,000.00	100		
10520	Fire extinguishers	627.00	627.00			627.00	100		
10800	Toilet Accessoires	8,335.00	8,335.00			8,335.00	100		
11062	Stage Curtains	7,145.00	7,145.00			7,145.00	100		
11131	Projection Screens	3,242.00	3,242.00			3,242.00	100		
11400	Food Service Equipment	59,459.00	59,459.00			59,459.00	100		
		2,418,181.00	2,418,181.00			2,418,181.00			

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THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W., WASHINGTON, D.C. 20004

0700-1

# CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side) MCL 4 014

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 16

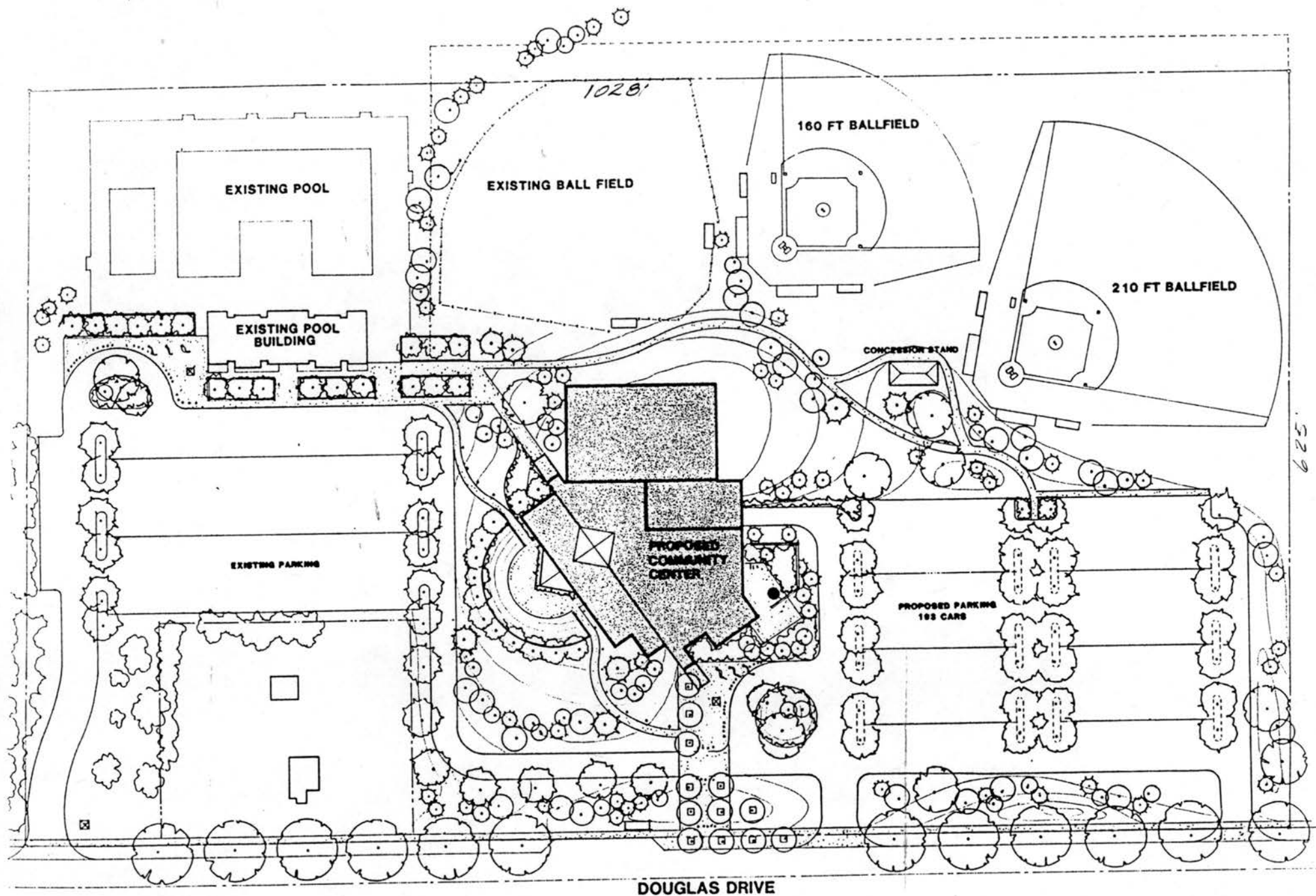
APPLICATION DATE:

PERIOD TO: 1-11-91

ARCHITECT'S PROJECT NO: 142.02.01

A	B	C	D	E	F	G		H	I
ITEM NO	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	(G + C)	BALANCE TO FINISH (C - G)	RETAIN
			FROM PREVIOUS APPLICATION (D + F)	THIS PERIOD					
1480	Athletic Equipment	58,547.00	58,547.00			58,547	100		
2500	Window Treatment	1,032.00	1,032.00			1,032	100		
2670	Entrance Mats	1,286.00	1,286.00			1,286	100		
5000	Mechanical-Plumbing	79,163.00	79,163.00			79,163	100		
	-Heating	94,071.00	94,071.00			94,071	100		
	-Ventilation	260,216.00	260,216.00			260,216	100		
	-Fire Protect.	30,066.00	30,066.00			30,066	100		
16000	Electrical	279,988.00	279,988.00			279,988	100		
	Carpeting	19,000.00	19,000.00			19,000	100		
	Signage	3,500.00	3,500.00			3,500	100		
	CHANGE ORDER #1	460.00	460.00			460.	100		
	#2	1,633.00	1,633.00			1,633	100		
	#3	4,192.55	4,192.55			4,192.55	100		
	#4	3,938.54	3,938.54			3,938.54	100		
	#5	15,800.00	15,800.00			15,800	100		
	#6	4,012.50	4,012.50			4,012.50	100		
	#7	(494.08)	(494.08)			(494.08)	100		
	#8	871.00	871.00			871	100		
	#9	6,387.00	6,387.00			6,387	100		
	#10	19,247.00	19,247.00			19,247	100		
	#11	3,965.75	3,965.75			3,965.75	100		
	MODIFICATION # 51 GRAVEL	8,050.00	8,050.00			8,050	100		
	#12	9,125.00	9,125.00			9,125	100		
	#13	1,985.00		1,985.00		1,985.00	100		
		3,324,223.26	3,322,238.26	1,985.00		3,324,223.26			

AIA DOCUMENT G703 - APPLICATION AND CERTIFICATE FOR PAYMENT (REVISED EDITION 1991) (AIA) THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W., WASHINGTON, D.C. 20004



# CRYSTAL COMMUNITY CENTER SITE PLAN

**ANDERSON DALE ARCHITECTS**  
Architecture Planning Interior Design  
2675 University Avenue  
ST. PAUL, MINNESOTA 55114

Memorandum

16 for  
Council

DATE: January 7, 1991  
TO: Jerry Dulgar, City Manager  
FROM: Nancy Gohman, Assistant Manager  
SUBJECT: PUPS - Amendment to Joint Powers

Attached is a copy of a resolution relating to animal control: PUPS. We need to amend the original Joint Powers Agreement to include the final cities who have formalized and agreed to join in with PUPS.

This resolution amends the initial joint powers to exclude the cities of Robbinsdale and Golden Valley and to include the City of Plymouth in PUPS.

The final cities which have approved PUPS are:

1. Crystal
2. New Hope
3. Brooklyn Park
4. Brooklyn Center
5. Maple Grove
6. Plymouth.

The Council must also appoint a Director and Alternate Director to be on the PUPS Board of Directors. Many cities have appointed their City Manager as Director and Chief of Police as Alternate Director to the PUPS Board. I recommend Crystal appoint Jerry Dulgar, City Manager, and Jim Mossey, Chief of Police, to the Board.

NG/js

RESOLUTION NO. \_\_\_\_

RESOLUTION RELATING TO ANIMAL  
CONTROL: AMENDING RESOLUTION NO. \_\_\_\_  
AUTHORIZING MEMBERSHIP OF  
THE CITY IN PETS UNDER  
POLICE SECURITY (PUPS)

BE IT RESOLVED by the City Council of the City of  
\_\_\_\_\_, Minnesota:

Section 1. Findings.

1.01. By Resolution No. \_\_\_\_ the City authorized membership in Pets Under Police Security (PUPS) and approved the execution of a joint powers contract (Contract) pursuant to Minnesota Statutes, Section 471.59. The Contract contemplated that the Cities of Robbinsdale and Golden Valley would be initial members of PUPS.

1.02. A revised contract (Revised Contract) omitting the cities of Robbinsdale and Golden Valley and including the City of Plymouth has been reviewed by the Council and is on file with the Clerk.

Sec. 2. Authorization.

2.01. The Revised Contract is approved.

2.02. The Mayor and City Manager are authorized and directed to execute and deliver the Revised Contract on behalf of the City.

2.03. The Clerk is authorized and directed to deliver a certified copy of this resolution and Resolution No. \_\_\_\_ together with the executed Revised Contract to the City Clerk of the City of Crystal.

2.04. Resolution No. \_\_\_\_ is otherwise unaffected by this resolution.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk



Memorandum

16 copies

DATE: January 8, 1991  
TO: Jerry Dulgar, City Manager *Dulene*  
FROM: Darlene George, City Clerk  
SUBJECT: Removal of Anthony Brace from EDA Advisory Commission

While reading minutes of the EDA Advisory Commission and the EDA, it came to my attention that a recommendation from the EDA Advisory Commission for removal of Anthony Brace from the Commission due to excessive absences had gone to the Economic Development Authority and was approved by them. However, the recommendation for removal of Commissioner Brace has not been approved by the City Council which must be done in compliance with the Crystal City Code.

I recommend that the recommendation for removal of Mr. Brace from the EDA Advisory Commission be placed on the January 15, 1991 Council Agenda so that this position may be advertised and filled as soon as possible. If you have any questions, please contact me.

DG/js

*City Code - Section 305.51,  
Subd. 3.*

*Removal from Office.*

*Commission members  
may be removed from  
office by a majority  
vote of the City Council.*

*305.75 - EDA Advisory Comm.*

*Subd. 3 - Appointments -  
City Council appoints.*

Under other business the Chair notified the Commission members, Tony Brace, has been absent for five consecutive meetings. He explained that the By-laws state that if a member misses three consecutive meetings or more, it is required that they be removed from the Commission. Paulette Magnuson moved to remove Tony Brace from the Commission, explaining to the EDA that he has not responded to the Chair's or the Community Development Coordinator's phone calls inquiring about his intent to stay on the Commission. Phillip Eder seconded the motion.

Motion carried unanimously.

The Chair declared the meeting adjourned at 9:12 p.m.

\_\_\_\_\_  
Chair

  
\_\_\_\_\_  
Secretary

Art Cunningham then left the meeting at 7:51 p.m. turning the meeting over to the Vice-Chair, Merle Mattson.

The Vice-Chair then requested Garry Grimes to present his report on other recent EDA activity.

After Mr. Grime's report, the Commission members began their review and discussion of the redrafted Housing Code. The inclusion of the point-of-sale portion of the code was debated. Potential costs of the program were also discussed. Mark Hoffmann moved that the Advisory Commission continue it's discussion of the redrafted Housing Code until the next meeting. Ed Krueger seconded the motion.

Motion carried.

The Commission members requested staff to provide the following information in a memo for the January meeting packet:

1. Explanation of public hearing requirements
2. Financial needs and options of the program
3. A copy of the Uniform Housing Code Chapters 4-10

Under other business, it was announced that Anthony Brace was removed by the EDA from the Advisory Commission. The EDA will need to appoint a replacement from Ward 2.

Also under other business, Julie Jones briefly explained the information she had received regarding industrial revenue bonds. The information received basically pointed towards the inability of the City of Crystal to use this funding tool before it is eliminated by the State Legislature.

Since there was no other business, Jane Elsen moved to adjourn the meeting. Mark Hoffmann seconded the motion. The meeting adjourned at 8:55 p.m.

---

Chair

---

Secretary

Memorandum

DATE: January 8, 1991  
TO: Jerry Dulgar, City Manager  
FROM: Darlene George, City Clerk *Darlene*  
SUBJECT: Comparison for Selection of Official Newspaper for  
City in Year 1991

At the January 2nd Meeting, the City Council requested additional information to assist in designating an official newspaper for the City of Crystal for 1991.

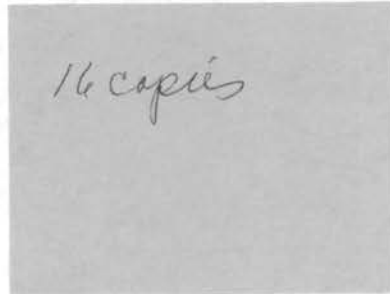
Attached is a comparison sheet showing actual ads and approximate prices for each. The 21 percent increase in line length for the new format of Post News appears to closely equate the price increase per line.

Post News has a distribution of 4,334 papers in Crystal plus 475 bulk drops which are news racks such as the one located in the lobby of City Hall whereby copies may be purchased individually. As indicated in the letter from the Star Tribune, its total subscriber base in Crystal is 3,321 weekdays and 5,090 on Sunday.

The Star Tribune provides an affidavit of publication for each publication as does Post Publications, but the Star does not have a lower rate for a second insertion as Post Publications has.

Hopefully this will assist the Council in making their decision for the official newspaper for the City for 1991.

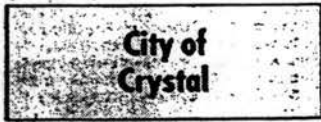
DG/js



# Comparison For Designation of Official Newspaper

## Post News

### Old Format



**NOTICE OF HEARING ON APPLICATION FOR SECONDHAND GOODS DEALERS LICENSE**  
NOTICE IS HEREBY GIVEN that the City Council of the City of Crystal, Minnesota, will meet on January 2, 1991 at the Crystal Municipal Building, 4141 Douglas Drive North, to consider the secondhand goods dealers license application of:

Janet M. Wernet  
dba Second Shift  
at the following location: 3542 Douglas Drive

All persons interested in the secondhand goods dealers license application at the above-named property are hereby notified to be present to be heard with reference to this application if you so desire.

This notice is given pursuant to Section 1175.19 of the Crystal City Code. The meeting begins at 7:00 P.M.

Darlene George  
City Clerk  
City of Crystal

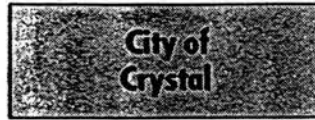
(Published in the Crystal/Robbinsdale PostNews December 19, 1990).

9.5 Picas

50¢ per line  
30 lines

\$15.00

### New Format



**CITY OF CRYSTAL  
NOTICE OF PUBLIC HEARING**  
January 15, 1991

TO WHOM IT MAY CONCERN:

NOTICE IS HEREBY GIVEN that the Crystal City Council will meet in the Council Chambers of the Crystal City Hall at 7:00 P.M., on Tuesday, January 15, 1991, to consider the rehabilitation/reconstruction of 36th Avenue between Welcome Avenue and Louisiana Avenue, consistent with provisions of Minnesota Statutes, Section 429.011 to 429.111. The section of 36th Avenue from Welcome Avenue to Douglas Drive is proposed to be completely reconstructed including gravel base, concrete curb and gutter, sidewalk, storm sewer and bituminous surfacing construction. The section of 36th Avenue between Douglas Drive and Louisiana Avenue is proposed to be upgraded with a bituminous overlay of the existing street section. Property abutting the reconstructed street (Welcome to Douglas) is proposed to be assessed for a portion of the project costs. The estimated cost of the improvements is \$870,785.00.

Such persons as desire to be heard with reference to the proposed improvement will be heard at this meeting. A copy of the engineering report for this proposed project is available for review at City Hall.

DATED: November 20, 1990

BY ORDER OF THE CITY COUNCIL  
CITY OF CRYSTAL

DARLENE GEORGE, CITY CLERK  
(Published Crystal Robbinsdale PostNews January 2 & 9, 1991)

62¢ per line  
36 lines

\$22.32

11.5 Picas

21% increase in line length

## Star Tribune

Public Notices **40**

**NOTICE**  
Notice is hereby given that the Owatonna Public Utilities (OPU) will receive bids at the Purchasing Office, 208 S. Walnut, Owatonna, Minnesota, until 1:00 p.m. Monday, February 11, 1991 for: 1200 ft. 1000 KCM Copper EPR 15 kV Cable.

Information and specifications may be obtained from Ray Gunderson at the Owatonna Public Utilities.  
Ray Gunderson  
Materials & Supplies Agent  
Owatonna Public Utilities  
208 S. Walnut Ave.  
P.O. Box 800  
Owatonna, Minnesota 55060  
(507) 451-2480

Approximately 26 spaces per line  
21 lines @ \$1.50 per line = \$31.50

1 3/8" @ \$21 per inch = Approx. \$28.90



**POST  
PUBLICATIONS**

8801 BASS LAKE ROAD  
MINNEAPOLIS, MINN. 55428

612-536-7500

December 7, 1990

City Council  
City of Crystal  
4141 Douglas Dr. N.  
Crystal, MN 55422

Dear Council Members:

We would appreciate your designation of the PostNews to be your official newspaper for the 1991 year.

Our company prides itself on home delivery of quality weekly newspapers that are timely and informative. By designating us to publish your public notices, we can best serve the residents of your City.

The new rate structure for legals effective January 1, 1991 will be:

- 1 column width
  - \$ .62 per line - first insertion
  - \$ .34 per line - subsequent insertions
- 2 column width
  - \$1.24 per line - first insertion
  - \$ .68 per line - subsequent insertions

This rate represents a 9.6% rate increase and is based on our new column width of 11.5 picas compared to our former width of 9.5 picas. This represents a 21% increase in line length and should increase readability.

We will continue to provide notarized affidavits on each of your publications.

All legal notices should reach this office by Thursday noon preceding our Wednesday publications. In order to expedite our service to you, please direct your publications to the attention of Audrey Broda, Legal Publications, 8801 Bass Lake Road, Minneapolis, MN 55428. For your convenience, our fax number is 537-3367.

We appreciate being considered as the official newspaper for the ensuing year and look forward to a mutually beneficial working relationship.

Sincerely,

*Walter D. Roach*  
Walter D. Roach  
General Manager

# Star Tribune

NEWSPAPER OF THE TWIN CITIES

December 19, 1990

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

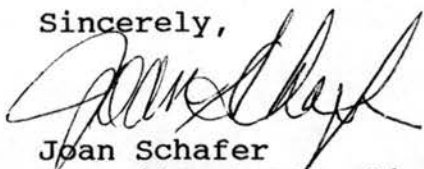
Dear Darlene:

I am responding to your questions concerning rates for legal advertising in the Star Tribune.

1. Circulation - The total subscriber base in Crystal, Weekday 3,321, and 5,090 Sunday. Total metro circulation weekday 341,442, and 525,761 Sunday.
2. Classified advertisements running in the legal notice classification are billed \$1.50 per line for each day's publication. Each line roughly contains 26 spaces. Inch rates are \$21.00.
3. The legal rate is our most discounted rate. Annual contract prices are not available. The City of Crystal currently holds an advertising contract with us. Legal notices business would assist in fulfilling your contract but would not be included in the shortrate/rebate logic.
4. Your other option is Zoned Variety on Thursdays at \$11.00 per inch. This too would assist in fulfilling your contract.

If you need any further assistance, please call me at 673-4247. We would like to assist you in your advertising and help you stay within your budget.

Sincerely,



Joan Schafer  
Recruitment Advertising Consultant

JS/dk 673-4247

Memorandum

DATE: December 21, 1990  
TO: Jerry Dular, City Manager  
FROM: Darlene George, City Clerk *Darlene*  
SUBJECT: Official Newspaper for the City for the Year 1991

I spoke to you regarding the rate increase for 1991 received from Post Publication. In the course of the conversation you asked that I obtain rates from the Star Tribune. Those were received today and I attach a copy of the 1990 Post rates, the Post rates for 1991, and the rates received from the Star Tribune.

I recommend that these be provided to the City Council for their consideration of the designation of an official newspaper for 1991. If you have any questions, please contact me.

DG/js



8801 BASS LAKE ROAD  
MINNEAPOLIS, MINN. 55428

612-536-7500

December 28, 1989

City Council  
City of Crystal  
4141 Douglas Drive  
Crystal, Minnesota 55422

Dear Council Members:

Your designation of the PostNews to be your official newspaper for the year 1990 will be most appreciated.

The PostNews has met all of the requirements to qualify as a legally designated publication as defined in Minnesota Statutes. Minnesota Statute 331A.0 specifies that we charge no more for public notices than the lowest classified rate paid by commercial users for comparable space in the newspapers. Your rate structure for public notices effective January 1, 1990, will be as follows:

1 column width

\$ .50 per line - first insertion

\$ .27 per line - subsequent insertions

2 column width

\$1.07 per line - first insertion

\$ .58 per line - subsequent insertions

We will provide, at no charge, 2 notarized affidavits on each of your publications. Additional affidavits, on request, will be furnished at \$2.00 each.

All publications should reach this office by 12:00 noon on Thursday preceding our Wednesday publication. However, we would appreciate receiving any large quantities of legals or any lengthy legals at an earlier time.

In order to expedite our services to you it is requested that you direct your publications to the attention of Audrey Broda, Legal Department, 8801 Bass Lake Road, New Hope, MN 55428.

We are pleased to serve you and we thank you on behalf of all of our readers.

Sincerely,

*Walter Roach*

Walter D. Roach  
General Manager

*Council info. - Letter received  
after Post News was designated  
on 1-2-90.  
D. G.*



# Comparisons For Designation of Official Newspaper

## Post News

### Old Format

#### City of Crystal

##### NOTICE OF HEARING ON APPLICATION FOR SECONDHAND GOODS DEALERS LICENSE

NOTICE IS HEREBY GIVEN that the City Council of the City of Crystal, Minnesota, will meet on January 2, 1991 at the Crystal Municipal Building, 4141 Douglas Drive North, to consider the secondhand goods dealers license application of:

Janet M. Wernet  
dba Second Shift  
at the following location: 3542 Douglas Drive

All persons interested in the secondhand goods dealers license application at the above-named property are hereby notified to be present to be heard with reference to this application if you so desire.

This notice is given pursuant to Section 1175.19 of the Crystal City Code. The meeting begins at 7:00 P.M.

Darlene George  
City Clerk  
City of Crystal  
(Published in the Crystal/  
Robbinsdale PostNews December 19,  
1990).

9.5 Picas

50¢ per line  
30 lines

\$ 15.00

### New Format

#### City of Crystal

##### CITY OF CRYSTAL NOTICE OF PUBLIC HEARING January 15, 1991

##### TOWHOM IT MAY CONCERN:

NOTICE IS HEREBY GIVEN that the Crystal City Council will meet in the Council Chambers of the Crystal City Hall at 7:00 P.M., on Tuesday, January 15, 1991, to consider the rehabilitation/reconstruction of 36th Avenue between Welcome Avenue and Louisiana Avenue, consistent with provisions of Minnesota Statutes, Section 429.011 to 429.111. The section of 36th Avenue from Welcome Avenue to Douglas Drive is proposed to be completely reconstructed including gravel base, concrete curb and gutter, sidewalk, storm sewer and bituminous surfacing construction. The section of 36th Avenue between Douglas Drive and Louisiana Avenue is proposed to be upgraded with a bituminous overlay of the existing street section. Property abutting the reconstructed street (Welcome to Douglas) is proposed to be assessed for a portion of the project costs. The estimated cost of the improvements is \$870,785.00.

Such persons as desire to be heard with reference to the proposed improvement will be heard at this meeting. A copy of the engineering report for this proposed project is available for review at City Hall.

DATED: November 20, 1990

BY ORDER OF THE CITY COUNCIL

CITY OF CRYSTAL

DARLENE GEORGE, CITY CLERK

(Published Crystal Robbinsdale PostNews  
January 2 & 9, 1991)

62¢ per line  
36 lines

\$ 22.32

11.5 Picas

21% increase in line length

## Star Tribune

#### Public Notices

40

NOTICE  
Notice is hereby given that the Owatonna Public Utilities (OPU) will receive bids at the Purchasing Office, 208 S. Walnut, Owatonna, Minnesota, until 1:00 p.m. Monday, February 11, 1991 for: 1200 ft. 1000 KCM Copper EPR 15 kV Cable.

Information and specifications may be obtained from Ray Gunderson at the Owatonna Public Utilities.  
Ray Gunderson  
Materials & Supplies Agent  
Owatonna Public Utilities  
208 S. Walnut Ave.  
P.O. Box 800  
Owatonna, Minnesota 55060  
(507) 451-2480

Approximately 26 spaces per line

21 lines @ \$1.50 per line = \$31.50

1 3/8" @ \$21 per inch = Approx. \$28.90



Memorandum

DATE: January 8, 1991  
TO: Jerry Dulgar, City Manager  
FROM: Darlene George, City Clerk *Darlene*  
SUBJECT: Comparison for Selection of Official Newspaper for  
City in Year 1991

At the January 2nd Meeting, the City Council requested additional information to assist in designating an official newspaper for the City of Crystal for 1991.

Attached is a comparison sheet showing actual ads and approximate prices for each. The 21 percent increase in line length for the new format of Post News appears to closely equate the price increase per line.

Post News has a distribution of 4,334 papers in Crystal plus 475 bulk drops which are news racks such as the one located in the lobby of City Hall whereby copies may be purchased individually. As indicated in the letter from the Star Tribune, its total subscriber base in Crystal is 3,321 weekdays and 5,090 on Sunday.

The Star Tribune provides an affidavit of publication for each publication as does Post Publications, but the Star does not have a lower rate for a second insertion as Post Publications has.

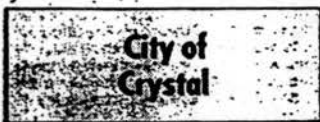
Hopefully this will assist the Council in making their decision for the official newspaper for the City for 1991.

DG/js

# Comparisons For Designation of Official Newspaper

## Post News

### old Format



#### NOTICE OF HEARING ON APPLICATION FOR SECONDHAND GOODS DEALERS LICENSE

NOTICE IS HEREBY GIVEN that the City Council of the City of Crystal, Minnesota, will meet on January 2, 1991 at the Crystal Municipal Building, 4141 Douglas Drive North, to consider the secondhand goods dealers license application of:

Janet M. Wernet  
dba Second Shift  
at the following location: 3542 Douglas Drive

All persons interested in the secondhand goods dealers license application at the above-named property are hereby notified to be present to be heard with reference to this application if you so desire.

This notice is given pursuant to Section 1175.19 of the Crystal City Code. The meeting begins at 7:00 P.M.

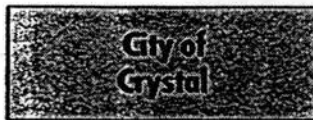
Darlene George  
City Clerk  
City of Crystal  
(Published in the Crystal/  
Robbinsdale PostNews December 19,  
1990).

9.5 Picas

50¢ per line  
30 lines

\$15.00

### New Format



#### CITY OF CRYSTAL NOTICE OF PUBLIC HEARING January 15, 1991

#### TO WHOM IT MAY CONCERN:

NOTICE IS HEREBY GIVEN that the Crystal City Council will meet in the Council Chambers of the Crystal City Hall at 7:00 P.M., on Tuesday, January 15, 1991, to consider the rehabilitation/reconstruction of 36th Avenue between Welcome Avenue and Louisiana Avenue, consistent with provisions of Minnesota Statutes, Section 429.011 to 429.111. The section of 36th Avenue from Welcome Avenue to Douglas Drive is proposed to be completely reconstructed including gravel base, concrete curb and gutter, sidewalk, storm sewer and bituminous surfacing construction. The section of 36th Avenue between Douglas Drive and Louisiana Avenue is proposed to be upgraded with a bituminous overlay of the existing street section. Property abutting the reconstructed street (Welcome to Douglas) is proposed to be assessed for a portion of the project costs. The estimated cost of the improvements is \$870,785.00.

Such persons as desire to be heard with reference to the proposed improvement will be heard at this meeting. A copy of the engineering report for this proposed project is available for review at City Hall.

DATED: November 20, 1990

BY ORDER OF THE CITY COUNCIL

CITY OF CRYSTAL

DARLENE GEORGE, CITY CLERK

(Published Crystal Robbinsdale PostNews  
January 2 & 9, 1991)

62¢ per line  
36 lines

\$22.32

11.5 Picas

2190 increase in line length

## Star Tribune

#### Public Notices 40

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21 lines @ \$1.50 per line = \$31.50

1 3/8" @ \$21 per inch = Approx. \$28.90



8801 BASS LAKE ROAD  
MINNEAPOLIS, MINN. 55428  
612-536-7500

December 7, 1990

City Council  
City of Crystal  
4141 Douglas Dr. N.  
Crystal, MN 55422

Dear Council Members:

We would appreciate your designation of the PostNews to be your official newspaper for the 1991 year.

Our company prides itself on home delivery of quality weekly newspapers that are timely and informative. By designating us to publish your public notices, we can best serve the residents of your City.

The new rate structure for legals effective January 1, 1991 will be:

- 1 column width
  - \$ .62 per line - first insertion
  - \$ .34 per line - subsequent insertions
- 2 column width
  - \$1.24 per line - first insertion
  - \$ .68 per line - subsequent insertions

This rate represents a 9.6% rate increase and is based on our new column width of 11.5 picas compared to our former width of 9.5 picas. This represents a 21% increase in line length and should increase readability.

We will continue to provide notarized affidavits on each of your publications.

All legal notices should reach this office by Thursday noon preceding our Wednesday publications. In order to expedite our service to you, please direct your publications to the attention of Audrey Broda, Legal Publications, 8801 Bass Lake Road, Minneapolis, MN 55428. For your convenience, our fax number is 537-3367.

We appreciate being considered as the official newspaper for the ensuing year and look forward to a mutually beneficial working relationship.

Sincerely,

*Walter D. Roach*  
Walter D. Roach  
General Manager

# Star Tribune

NEWSPAPER OF THE TWIN CITIES

December 19, 1990

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

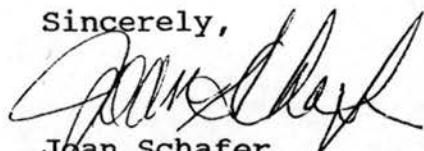
Dear Darlene:

I am responding to your questions concerning rates for legal advertising in the Star Tribune.

1. Circulation - The total subscriber base in Crystal, Weekday 3,321, and 5,090 Sunday. Total metro circulation weekday 341,442, and 525,761 Sunday.
2. Classified advertisements running in the legal notice classification are billed \$1.50 per line for each day's publication. Each line roughly contains 26 spaces. Inch rates are \$21.00.
3. The legal rate is our most discounted rate. Annual contract prices are not available. The City of Crystal currently holds an advertising contract with us. Legal notices business would assist in fulfilling your contract but would not be included in the shortrate/rebate logic.
4. Your other option is Zoned Variety on Thursdays at \$11.00 per inch. This too would assist in fulfilling your contract.

If you need any further assistance, please call me at 673-4247. We would like to assist you in your advertising and help you stay within your budget.

Sincerely,



Joan Schafer  
Recruitment Advertising Consultant

JS/dk 673-4247

**HOLMES & GRAVEN**  
CHARTERED

Attorneys at Law

ROBERT A. ALSOP  
PAUL D. BAERTSCHI  
RONALD H. BATTY  
MARY J. BRENDEN  
STEPHEN J. BUBUL  
ROBERT C. CARLSON  
CHRISTINE M. CHALE  
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JAMES S. HOLMES  
DAVID J. KENNEDY  
JOHN R. LARSON  
WELLINGTON H. LAW

470 Pillsbury Center, Minneapolis, Minnesota 55402  
(612) 337-9300  
Facsimile (612) 337-9310

WRITER'S DIRECT DIAL

337-9215

JULIE A. LAWLER  
CHARLES L. LEFEVERE  
JOHN M. LEFEVRE, JR.  
ROBERT J. LINDALL  
LAURA K. MOLLET  
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LARRY M. WERTHEIM  
BONNIE L. WILKINS

—  
OF COUNSEL  
ROBERT L. DAVIDSON  
JOHN G. HOESCHLER

January 10, 1991

Mr. John Spetch  
Chief of Police  
City of Robbinsdale  
4221 Lake Road  
Robbinsdale, MN 55422

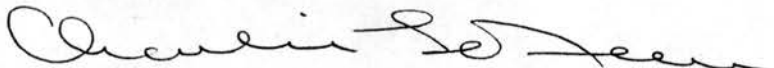
Mr. James Mossey  
Chief of Police  
City of Crystal  
4141 Douglas Drive N.  
Crystal, MN 55422

Re: Twin Lakes Joint Powers Agreement

Gentlemen:

Attached is a revised draft of the Twin Lakes Joint Powers Agreement. I have incorporated all the changes suggested by Dave Kennedy and have made a number of other changes. However, none of the changes affect the substance of the Agreement as it was set forth in the draft of December 31, 1990. All changes relate to matters of punctuation, capitalization, clarification, etc.

Very truly yours,



Charles L. LeFevere

CLL:rsr  
Enclosure

BR291-020

cc: Dave Kennedy (w/Encl.)  
John Dean (w/Encl.)  
James Lindsay (w/o Encl.)



## RESOLUTION NO. \_\_\_\_\_

RESOLUTION RELATING TO LAW  
ENFORCEMENT: AUTHORIZING MEMBERSHIP OF  
THE CITY IN THE TWIN LAKES JOINT  
POWERS ORGANIZATION

BE IT RESOLVED by the City Council of the City of Crystal, Minnesota:

Section 1. Background: Findings.

1.01. The City is authorized by Minnesota Statutes, Sections 459.20 and 471.59 (Act) to regulate the use of the waters in Twin Lakes jointly with the cities of Robbinsdale and Brooklyn Center (Cities).

1.02. The Cities have found and determined that there is a need for local regulation of activities on Twin Lakes for coordinated and cooperative law enforcement on Twin Lakes.

1.03. The City has participated with the Cities in a study of joint regulation of activities on Twin Lakes. The Cities have recommended the formation of an organization under the Act to be known as Twin Lakes Joint Powers Organization (Twin Lakes JPO).

1.04. A form of contract (Contract) creating the Twin Lakes JPO and setting forth its basic powers and duties has been presented to the Council. The Council has reviewed the Contract and a copy is on file with the Clerk.

1.05. It is found and determined that it is in the best interests of the City that the City execute and deliver the Contract.

Section 2. Authorization: Findings.

2.01. The Contract is approved.

2.02. The Mayor and City Manager are authorized and directed to execute and deliver the Contract on behalf of the City.

2.03. The Clerk is authorized and directed to deliver a certified copy of this resolution together with the executed contract to the City Clerk of the City of Brooklyn Center.

Section 3. Representative Appointment.

3.01. \_\_\_\_\_ is appointed the City's representative on the Twin Lakes JPO Board of Directors for the term ending December 31, 1991.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

**JOINT AND COOPERATIVE AGREEMENT FOR THE  
FORMATION OF THE TWIN LAKES JOINT POWERS ORGANIZATION**

The parties to this agreement are governmental units of the State of Minnesota. This agreement is made and entered into pursuant to Minnesota Statutes, 1990, Sections 471.59 and 459.20.

**ARTICLE I. GENERAL PURPOSE**

The parties hereto are all of the cities having parts of Twin Lakes within their municipal boundaries. The parties find that there is a need for local regulation of activities on Twin Lakes and for coordinated and cooperative law enforcement on the Lakes. The purpose of this agreement is to create an organization to enable the parties jointly to exercise the powers authorized by Minnesota Statutes, 1990, Section 459.20 and jointly and cooperatively to provide for law enforcement activities on the Lakes.

**ARTICLE II. DEFINITIONS**

Section 1. For purposes of this agreement the terms defined in this Article have the meanings given them.

Section 2. "Agreement" means this agreement.

Section 3. "Board" means the board of directors created by Article IV.

Section 4. "Director" means a director or alternate director appointed under Article IV of this Agreement.

Section 5. "Governing body" means the city council of a member.

Section 6. "Member" means a governmental unit which is a party to this Agreement and is in compliance with and in good standing under this Agreement.

Section 7. "Twin Lakes Joint Powers Organization (Twin Lakes JPO)" means the organization established by this Agreement.

Section 8. "Lakes" means Twin Lake (which is comprised of the lakes which are commonly referred to as Upper Twin and Middle Twin) and Lower Twin Lake.

### ARTICLE III. MEMBERSHIP

Section 1. The members of the Twin Lakes JPO are the cities of Brooklyn Center, Crystal and Robbinsdale.

### ARTICLE IV. BOARD OF DIRECTORS

Section 1. The governing body of the Twin Lakes JPO is its board of directors. A member must appoint one director to the Board. A director has one vote. A member may appoint one alternate director. The alternate director may attend meetings of the Board and may vote in the absence of that member's director.

Section 2. Directors are appointed by resolution of the governing body of a member. The appointing resolution must be filed with the secretary. The resolution must be accompanied by the director's address for purposes of notice.

Section 3. The term of a director is one year. The terms of directors initially appointed expire on December 31, 1991. Directors serve until their respective successors are appointed and qualify.

Section 4. A director may be removed from the Board at any time, with or without cause, by resolution of the governing body making the appointment. The resolution removing the Director must be filed with the secretary.

Section 5. A vacancy on the Board is filled in the same manner that an appointment of a director is made.

Section 6. Directors may not vote by proxy.

Section 7. A director may not vote if the Board determines that the member represented by the Director is not in compliance with this Agreement or if the Director has been removed from the Board.

#### ARTICLE V. MEETINGS

Section 1. The directors of the initial members must conduct an organizational meeting no later than 30 days after the effective date of this agreement. At the organizational meeting, or as soon thereafter as is reasonably possible, the Board must elect its officers and adopt such by-laws and other procedures governing the conduct of its meetings and its business as it deems appropriate.

Section 2. The Board must conduct an annual meeting at a date and place specified in its by-laws to elect officers and to undertake such other business as may properly come before it. The Board may provide for a schedule of regular meetings. A regular meeting must be held once in each calendar quarter in the year 1991 and thereafter as provided by the by-laws.

Section 3. A special meeting of the Board may be called by the president or by the secretary upon written request of such number of Directors as is specified by the by-laws. Notice of a special meeting must be mailed to Directors at least five days prior to the special meeting and in accordance with law. Business at special meetings is limited to matters contained in the notice of the special meeting.

#### ARTICLE VI. OFFICERS; COMMITTEES

Section 1. The officers of the Board are a president, vice president and secretary elected for a term of one year by the directors at the organizational meeting and at the annual meeting. The Board may designate directors to act as officers in the absence of an officer.

Section 2. The president presides at meetings of the Board. The secretary is responsible for records of proceedings of the Board and such other matters as may be delegated to the secretary by the Board.

Section 3. The Board may in its by-laws provide for and define the duties of such other officers as it determines necessary from time-to-time.

Section 4. The Board may in its by-laws provide for such committees as it determines necessary from time-to-time. A by-law providing for an executive committee and defining the powers and duties of an executive committee may be adopted only by a favorable vote of all members of the Board.

#### ARTICLE VII. POWERS AND DUTIES

Section 1. The Board may take such actions as it deems necessary and convenient to accomplish the general purposes of this agreement.

Section 2. The Board may:

- a. provide for the prosecution, defense, or other participation in proceedings at law or in equity in which it may have an interest;
- b. purchase, hold or dispose of personal property;
- c. contract for personal services with a member or group of members or private parties;
- d. recommend to the governing bodies ordinances for adoption which ordinances shall become effective on dates specified therein. Such effective dates shall not be earlier than the date when such ordinances become effective under Charter provisions of all members and under applicable provisions of state law; and
- e. coordinate training and law enforcement activities on the Lakes of the police departments of the members.

#### ARTICLE VIII. LAW ENFORCEMENT

Section 1. The parties currently plan to share responsibilities of law enforcement on the Lakes. The police department of each member shall continue to enforce laws on those parts of the Lakes which lie within its jurisdiction.



Additionally, sworn officers of all members are deputized and authorized to enforce on the Lakes: state laws; local ordinances applicably only to violations occurring within one city; and local ordinances adopted by all three member cities pursuant to Minnesota Statutes Section 429.20 and this Agreement.

Section 2. Each member may adopt ordinances authorizing non-sworn personnel to issue citations on the Lake which may include non-sworn personnel of the other cities but only to the extent authorized in such ordinances.

Section 3. The Board shall coordinate training and law enforcement activities of the police departments of the members. Training may include both sworn and non-sworn personnel.

Section 4. Sworn and non-sworn personnel acting on the Lakes but outside of their jurisdiction pursuant to this Agreement and the direction of the Board, shall remain under the supervision of their own police department and shall not become an employee of the party within whose jurisdiction they are acting for workers' compensation, unemployment compensation or any other purposes. Each city shall supply its personnel with all necessary equipment, support and administrative services.

Section 5. Prosecution of violations shall be undertaken by the member in which the violation occurred.

Section 6. The City of Brooklyn Center agrees to make available to law enforcement personnel of all three members one all terrain vehicle (ATV) subject to recall by the Brooklyn Center police department at any time. During the time the ATV continues to be available to all parties' personnel for law enforcement activities on the Lakes it shall be scheduled for use by the Board. The City of Brooklyn Center shall maintain insurance on the vehicle and provide for its fueling,

maintenance and repair. Upon invoice from the City of Brooklyn Center for fuel, insurance and repair costs each party will promptly reimburse Brooklyn Center for one-third of such costs provided that no repair work exceeding a cost of two hundred dollars (\$200) will be undertaken without prior approval of the Board.

Section 7. Cash or asset forfeiture seized by law enforcement activities pursuant to this Agreement on the Lakes shall become the property of the jurisdiction in which the offense which authorized the seizure was committed.

#### ARTICLE IX. FINANCIAL MATTERS

Section 1. The fiscal year of the Twin Lakes JPO is the calendar year.

Section 2. The Board must adopt an annual budget prior to July 1 of each year. The Board must give each member a reasonable opportunity to comment or object to the proposed budget before adoption. Notice of the adopted budget must be mailed promptly thereafter to the chief administrative officer of each member. The budget is deemed approved by each member unless, prior to October 1 of that year a member gives written notice to the secretary that the member is withdrawing at the end of the year as provided in this agreement.

Section 3. Operational and capital costs are to be shared according to methods agreed upon by unanimous vote of the Board.

Section 4. Billings to members are due and payable no later than 30 days after mailing. In the event of a dispute as to the amount of a billing, a member must nevertheless make payment as billed to preserve membership status. The member may make payment subject to its right to dispute the bill and exercise any remedies available to it. Failure to pay a billing within 60 days results in suspension of voting privileges of the member's director. Failure to pay a billing within 120 days is ground for termination of membership but Twin Lakes JPO rights to the obligation represented by the billing are not affected by termination of membership.

Section 5. Purchases and contracts on behalf of the Twin Lakes JPO may be made by any of the parties upon the unanimous authorization of the Board.

#### ARTICLE X. WITHDRAWAL

Section 1. A member may withdraw from the Twin Lakes JPO no later than 30 days after the adoption of the budget by giving written notice to the secretary. The notice shall be accompanied by a certified copy of a resolution adopted by the governing body of that member authorizing its withdrawal from membership. The withdrawal is effective at the end of the calendar year in which notice is given.

Section 2. The withdrawal of a member does not affect that member's obligation to pay fees, charges or contractual charges for which it is obligated under this Agreement.

#### ARTICLE XI. DISSOLUTION

Section 1. The Twin Lakes JPO shall be dissolved at the effective date of the withdrawal of any member.

Section 2. In the event of a dissolution, the Board must determine the measures necessary to effect the dissolution and must provide for the taking of such measures as promptly as circumstances permit, subject to the provisions of this Agreement and law.

Section 3. In the event of dissolution and following the payment of all outstanding obligations, assets of the Twin Lakes JPO will be distributed among the then existing members in equal shares. If those obligations exceed the assets of the Twin Lakes JPO, the net deficit will be charged to and paid by the members in equal shares. Property loaned or made available to the Twin Lakes JPO by one of the parties on the condition that that party has a right to recall such property, shall be returned to such party.

**ARTICLE XII. EFFECTIVE DATE; DURATION**

This Agreement continues in effect indefinitely unless terminated in accordance with its terms. This Agreement is effective on the day that executed copies of this Agreement accompanied by the member resolution authorizing its execution is filed by the members with the City Clerk of the City of Brooklyn Center.

IN WITNESS WHEREOF, the undersigned governmental unit has caused this Agreement to be executed by its duly authorized officers and delivered on its behalf.

CITY OF BROOKLYN CENTER

By \_\_\_\_\_  
Its Mayor

By \_\_\_\_\_  
Its Manager

CITY OF CRYSTAL

By \_\_\_\_\_  
Its Mayor

By \_\_\_\_\_  
Its Manager

CITY OF ROBBINSDALE

By \_\_\_\_\_  
Its Mayor

By \_\_\_\_\_  
Its Manager

Received and filed by the City  
of Brooklyn Center this \_\_\_\_ day  
of \_\_\_\_\_, 1991.

BR291-020



## RESOLUTION NO. \_\_\_\_\_

RESOLUTION RELATING TO LAW  
ENFORCEMENT: AUTHORIZING MEMBERSHIP OF  
THE CITY IN THE TWIN LAKES JOINT  
POWERS ORGANIZATION

BE IT RESOLVED by the City Council of the City of Crystal, Minnesota:

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2.01. The Contract is approved.

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Section 3. Representative Appointment.

3.01. \_\_\_\_\_ is appointed the City's representative on the Twin Lakes JPO Board of Directors for the term ending December 31, 1991.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

**HOLMES & GRAVEN**  
CHARTERED

## Attorneys at Law

ROBERT A. ALSOP  
PAUL D. BAERTSCH  
RONALD H. BATTY  
MARY J. BRENDEN  
STEPHEN J. BURUL  
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WRITER'S DIRECT DIAL

337-9215

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OF COUNSEL

ROBERT L. DAVIDSON  
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January 10, 1991

Mr. John Spetch  
Chief of Police  
City of Robbinsdale  
4221 Lake Road  
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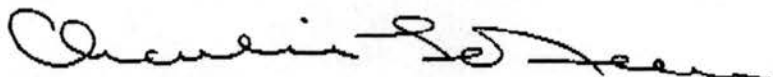
Mr. James Mossey  
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City of Crystal  
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Re: Twin Lakes Joint Powers Agreement

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Very truly yours,



Charles L. LeFevere

CLL:rsr  
Enclosure

BR291-020

cc: [redacted] (w/Encl.)  
John Dean (w/Encl.)  
James Lindsay (w/o Encl.)

**JOINT AND COOPERATIVE AGREEMENT FOR THE  
FORMATION OF THE TWIN LAKES JOINT POWERS ORGANIZATION**

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Section 7. A director may not vote if the Board determines that the member represented by the Director is not in compliance with this Agreement or if the Director has been removed from the Board.

### ARTICLE V. MEETINGS

Section 1. The directors of the initial members must conduct an organizational meeting no later than 30 days after the effective date of this agreement. At the organizational meeting, or as soon thereafter as is reasonably possible, the Board must elect its officers and adopt such by-laws and other procedures governing the conduct of its meetings and its business as it deems appropriate.

Section 2. The Board must conduct an annual meeting at a date and place specified in its by-laws to elect officers and to undertake such other business as may properly come before it. The Board may provide for a schedule of regular meetings. A regular meeting must be held once in each calendar quarter in the year 1991 and thereafter as provided by the by-laws.

Section 3. A special meeting of the Board may be called by the president or by the secretary upon written request of such number of Directors as is specified by the by-laws. Notice of a special meeting must be mailed to Directors at least five days prior to the special meeting and in accordance with law. Business at special meetings is limited to matters contained in the notice of the special meeting.

### ARTICLE VI. OFFICERS: COMMITTEES

Section 1. The officers of the Board are a president, vice president and secretary elected for a term of one year by the directors at the organizational meeting and at the annual meeting. The Board may designate directors to act as officers in the absence of an officer.

Section 2. The president presides at meetings of the Board. The secretary is responsible for records of proceedings of the Board and such other matters as may be delegated to the secretary by the Board.



Section 3. The Board may in its by-laws provide for and define the duties of such other officers as it determines necessary from time-to-time.

Section 4. The Board may in its by-laws provide for such committees as it determines necessary from time-to-time. A by-law providing for an executive committee and defining the powers and duties of an executive committee may be adopted only by a favorable vote of all members of the Board.

#### ARTICLE VII. POWERS AND DUTIES

Section 1. The Board may take such actions as it deems necessary and convenient to accomplish the general purposes of this agreement.

Section 2. The Board may:

- a. provide for the prosecution, defense, or other participation in proceedings at law or in equity in which it may have an interest;
- b. purchase, hold or dispose of personal property;
- c. contract for personal services with a member or group of members or private parties;
- d. recommend to the governing bodies ordinances for adoption which ordinances shall become effective on dates specified therein. Such effective dates shall not be earlier than the date when such ordinances become effective under Charter provisions of all members and under applicable provisions of state law; and
- e. coordinate training and law enforcement activities on the Lakes of the police departments of the members.

#### ARTICLE VIII. LAW ENFORCEMENT

Section 1. The parties currently plan to share responsibilities of law enforcement on the Lakes. The police department of each member shall continue to enforce laws on those parts of the Lakes which lie within its jurisdiction.

Additionally, sworn officers of all members are deputized and authorized to enforce on the Lakes: state laws; local ordinances applicably only to violations occurring within one city; and local ordinances adopted by all three member cities pursuant to Minnesota Statutes Section 429.20 and this Agreement.

Section 2. Each member may adopt ordinances authorizing non-sworn personnel to issue citations on the Lake which may include non-sworn personnel of the other cities but only to the extent authorized in such ordinances.

Section 3. The Board shall coordinate training and law enforcement activities of the police departments of the members. Training may include both sworn and non-sworn personnel.

Section 4. Sworn and non-sworn personnel acting on the Lakes but outside of their jurisdiction pursuant to this Agreement and the direction of the Board, shall remain under the supervision of their own police department and shall not become an employee of the party within whose jurisdiction they are acting for workers' compensation, unemployment compensation or any other purposes. Each city shall supply its personnel with all necessary equipment, support and administrative services.

Section 5. Prosecution of violations shall be undertaken by the member in which the violation occurred.

Section 6. The City of Brooklyn Center agrees to make available to law enforcement personnel of all three members one all terrain vehicle (ATV) subject to recall by the Brooklyn Center police department at any time. During the time the ATV continues to be available to all parties' personnel for law enforcement activities on the Lakes it shall be scheduled for use by the Board. The City of Brooklyn Center shall maintain insurance on the vehicle and provide for its fueling,

maintenance and repair. Upon invoice from the City of Brooklyn Center for fuel, insurance and repair costs each party will promptly reimburse Brooklyn Center for one-third of such costs provided that no repair work exceeding a cost of two hundred dollars (\$200) will be undertaken without prior approval of the Board.

Section 7. Cash or asset forfeiture seized by law enforcement activities pursuant to this Agreement on the Lakes shall become the property of the jurisdiction in which the offense which authorized the seizure was committed.

#### ARTICLE IX. FINANCIAL MATTERS

Section 1. The fiscal year of the Twin Lakes JPO is the calendar year.

Section 2. The Board must adopt an annual budget prior to July 1 of each year. The Board must give each member a reasonable opportunity to comment or object to the proposed budget before adoption. Notice of the adopted budget must be mailed promptly thereafter to the chief administrative officer of each member. The budget is deemed approved by each member unless, prior to October 1 of that year a member gives written notice to the secretary that the member is withdrawing at the end of the year as provided in this agreement.

Section 3. Operational and capital costs are to be shared according to methods agreed upon by unanimous vote of the Board.

Section 4. Billings to members are due and payable no later than 30 days after mailing. In the event of a dispute as to the amount of a billing, a member must nevertheless make payment as billed to preserve membership status. The member may make payment subject to its right to dispute the bill and exercise any remedies available to it. Failure to pay a billing within 60 days results in suspension of voting privileges of the member's director. Failure to pay a billing within 120 days is ground for termination of membership but Twin Lakes JPO rights to the obligation represented by the billing are not affected by termination of membership.

Section 5. Purchases and contracts on behalf of the Twin Lakes JPO may be made by any of the parties upon the unanimous authorization of the Board.

#### ARTICLE X. WITHDRAWAL

Section 1. A member may withdraw from the Twin Lakes JPO no later than 30 days after the adoption of the budget by giving written notice to the secretary. The notice shall be accompanied by a certified copy of a resolution adopted by the governing body of that member authorizing its withdrawal from membership. The withdrawal is effective at the end of the calendar year in which notice is given.

Section 2. The withdrawal of a member does not affect that member's obligation to pay fees, charges or contractual charges for which it is obligated under this Agreement.

#### ARTICLE XI. DISSOLUTION

Section 1. The Twin Lakes JPO shall be dissolved at the effective date of the withdrawal of any member.

Section 2. In the event of a dissolution, the Board must determine the measures necessary to effect the dissolution and must provide for the taking of such measures as promptly as circumstances permit, subject to the provisions of this Agreement and law.

Section 3. In the event of dissolution and following the payment of all outstanding obligations, assets of the Twin Lakes JPO will be distributed among the then existing members in equal shares. If those obligations exceed the assets of the Twin Lakes JPO, the net deficit will be charged to and paid by the members in equal shares. Property loaned or made available to the Twin Lakes JPO by one of the parties on the condition that that party has a right to recall such property, shall be returned to such party.

**ARTICLE XII. EFFECTIVE DATE; DURATION**

This Agreement continues in effect indefinitely unless terminated in accordance with its terms. This Agreement is effective on the day that executed copies of this Agreement accompanied by the member resolution authorizing its execution is filed by the members with the City Clerk of the City of Brooklyn Center.



IN WITNESS WHEREOF, the undersigned governmental unit has caused this Agreement to be executed by its duly authorized officers and delivered on its behalf.

CITY OF BROOKLYN CENTER

By \_\_\_\_\_  
Its Mayor

By \_\_\_\_\_  
Its Manager

CITY OF CRYSTAL

By \_\_\_\_\_  
Its Mayor

By \_\_\_\_\_  
Its Manager

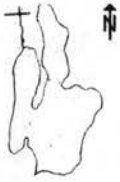
CITY OF ROBBINSDALE

By \_\_\_\_\_  
Its Mayor

By \_\_\_\_\_  
Its Manager

Received and filed by the City  
of Brooklyn Center this \_\_\_\_ day  
of \_\_\_\_\_, 1991.

BR291-020



**UPPER TWIN LAKE ASSOCIATION**  
**P.O. BOX 28073**  
**CRYSTAL, MN 55428**

January 14, 1991

Mr. Jerry Dulgar  
City of Crystal  
4141 Douglas Drive  
Crystal, MN 55422

Dear Mr. Dulgar,

The Upper Twin Lake Association recognizes the need for a Twin Lakes Joint Powers Organization and fully supports the City in achieving this Organization. Our Association feels that an organization such as this will be beneficial to the three communities involved. It will allow for an active police patrolling of the Lakes and the ability to obtain consistent winter lake surface use laws on Twin Lakes.

The safety of the Lake users is a concern of ours. In the winter, the following are some of the problems that exist:

- Snowmobiles and recreational vehicles travel through skating rinks.
- Noise and lights from snowmobiles and recreational vehicles disturb lakeshore residents.
- Perceived excessive speeds of snowmobile and recreational vehicles near pedestrians and on open ice areas.

Our Association has a meeting scheduled with the other lake associations in the Shingle Creek Watershed District. One of the items we will be discussing involve how these lakes address various problems such as those described above. We will relay this information to you.

Sincerely,

*Kristen Mann*

Kristen Mann  
Chairperson, Upper Twin Lake Association

cc: Gerald Splinter, City of Brooklyn Center  
Walter Fehst, City of Robbinsdale

Memorandum

DATE: January 9, 1991  
TO: Jerry Dulgar, City Manager  
FROM: Nancy Gohman, Assistant Manager *Nancy*  
SUBJECT: 1991 Local 49 Contract (Maintenance)

It appears we are ready to settle with Local 49 (Maintenance) for 1991. Your attached letter to Tim Connors, Area Business Representative of Local 49, is acceptable.

As you know, a number of metro cities have settled for their maintenance contract for 1991 with an average of 4 percent.

I recommend City Council approval of the contract for 1991.

NG/js

attachments

January 8, 1991

Mr. Tim Connors  
Area Business Representative  
International Union of Operating Engineers  
Local #49  
2829 Anthony Lane South  
Minneapolis, Minnesota 55418

Re: 1991 Contract Proposal

1. Wages  
Increase wages 4 percent retroactive to January 1, 1991.
2. Insurance  
Increase insurance to a maximum of \$245 per month per employee in 1991 towards health and life insurance; up to \$15 of the maximum amount may be used for dental insurance (1990 insurance was \$220 per month).
3. Personal Leave Days  
Change in Article XXV Holidays to be consistent with non-organized employees' holidays. The employer will continue to provide 12 paid holidays as follows:
  1. New Year's Day - January 1
  2. Martin Luther King, Jr. Day - third Monday in January
  3. Presidents' Day - third Monday in February
  4. Good Friday
  5. Memorial Day - last Monday in May
  6. Independence Day - July 4
  7. Labor Day - first Monday in September
  8. Veterans' Day - November 11
  9. Thanksgiving Day - fourth Thursday in November
  10. Friday after Thanksgiving
  11. Christmas Day - December 25
  12. Personal/Floating Holiday - upon selection by employee to be used within the calendar year.

page 2  
Tim Connors  
January 8, 1991

When a holiday falls on a Saturday or Sunday, the proceeding Friday or the following Monday shall be declared a holiday for employees whose normal work schedule is Monday through Friday.

The change for the contract is to change Columbus Day for the Friday after Thanksgiving and to change the Floating Holiday which currently is selected by the unit and observed by all employees in the unit to a Personal/Floating Holiday which is selected by the employee to be used within the calendar year.

4. Comp Time  
Allow carry over of a maximum of 40 hours of comp time from year-to-year.
5. Severance  
Increase severance from 33 percent to 40 percent continuing a maximum cap of 960 hours.
6. Sick Leave  
Remove any language referred to "banked sick leave" in both sick leave and severance. Banked sick leave language is and does not describe how sick leave is accumulated for the City of Crystal employees. Sick leave continues to accumulate and does not reach a maximum cap. There is no maximum accumulation of sick leave.
7. Public Service Workers Concept  
Position titles will be changed from our current titles of Light Equipment and Parkkeeper to Maintenance I; Utility Operator to Maintenance II; Mechanic and Heavy Equipment Operator to Maintenance III.

Sincerely,

Jerry Dulgar  
City Manager  
City of Crystal

JD/js



Memorandum

DATE: January 9, 1991  
TO: Jerry Dulgar, City Manager  
FROM: Nancy Gohman, Assistant Manager *Nancy*  
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Sincerely,

Jerry Dulgar  
City Manager  
City of Crystal

JD/js

Memorandum

DATE: January 9, 1991  
TO: Jerry Dulgar, City Manager  
FROM: Nancy Gohman, Assistant Manager *Nancy*  
SUBJECT: 1991 Non-organized Salary/Insurance Contribution Proposal

Recommendation

Attached is information concerning proposed salary increases for all regular full and part-time non-organized employees for 1991.

Based on information attached, I recommend a 4 percent increase for non-organized full and part-time employees retroactive to January 1, 1991.

I also recommend the City of Crystal health and life insurance contribution be increased by \$25, from \$220 to \$245. Reasons are as follows:

1.) 1991 Settlement Survey - Attachment 1

Salary

A survey was made of metro area communities showing average increases given to Public Works, Police and Non Union Employees. Results of the survey show communities who have settled in 1991, the average is 4.03 percent for non-organized employees. Thus a 4 percent increase for Crystal falls in line with metro average settlements for 1991.

Insurance

Also included in the settlement survey is the average contribution for insurance. Survey results show an average contribution for health and life insurance of \$244.30 for metro cities.

As you can see, the \$245 insurance contribution request falls in line with the metro average.

City of Crystal insurance costs have increased from 1990-1991. The 1990 insurance contribution for health and life insurance by the City of Crystal was \$220.

Employee cost of family insurance for 1990 per month was:

	<u>Group Health</u>	<u>PHP</u>	<u>Med Center</u>
1990 Cost Family Insurance:	\$290.67	\$299.50	\$326.20
City Contribution:	<u>220.00</u>	<u>220.00</u>	<u>220.00</u>
Employee Expense:	\$ <u>70.67</u>	\$ <u>79.50</u>	\$ <u>106.20</u>

Proposed family insurance for 1991 per month is:

	<u>Group Health</u>	<u>PHP</u>	<u>Med Center</u>
1991 Cost Family Insurance:	\$321.46	\$340.00	\$357.20
City Contribution:	<u>245.00</u>	<u>245.00</u>	<u>245.00</u>
Employee Expense:	\$ <u>76.46</u>	\$ <u>95.00</u>	\$ <u>112.20</u>

As you can see the additional proposed \$25 towards insurance contributions does not cover the full insurance increases for 1991. The employee must also increase their insurance contribution in 1991 to cover rising health expenses.

2.) Metro Salary Survey - Attachment 2

A salary survey was completed on the top 17 non-organized positions of the City of Crystal. Twenty-two communities were surveyed for 1990 salaries. Survey was made of positions comparable to those job positions and duties of the City of Crystal positions.

Survey results show that the vast majority of the salaries of City of Crystal positions fall slightly below the average of the metro area survey. To keep City of Crystal salaries in line with the metro area, a 4 percent increase is recommended.

3). Scattergram - City of Crystal - Attachment 3

As you know, the City's pay plan must follow Minnesota State Law regarding pay equity/comparable worth. Crystal has struggled since the law's inception to provide equal pay for equal work in all position classifications.



The attached scattergram shows that Crystal appears to be in line with the law, and a 4 percent increase would continue the pay equity plan for all staff.

Remember that we have one union currently settled at 4 percent for 1991. A 4 percent increase across the board would maintain the consistency in the pay equity law within all positions of City of Crystal.

4.) City Pay Plan - Attachment 4

A salary increase of 4 percent fits into the pay plan for Crystal employees. Money for such increase was approved in the 1991 Budget.

5). U.S. Department of Labor - Cost of Living Index

The U.S. Department of Labor cost of living index for a period of 11 months, January 1, 1990 thru November 30, 1990, is 6.4 percent. Thus, 4 percent is well within the cost of living figures for 1990.

Staffing In General

The City of Crystal continues to work to have a well trained, more efficient staff. I feel we have done a good job cross-training staff and eliminating duplication between tasks completed both within the City and with other government agencies.

As you know, each position that has become vacant within the last year has been carefully analyzed as to its replacement needs. Positions that have been replaced such as Supervising Sanitarian and Building Inspector have been redefined to be working supervisors who also have field responsibilities.

Various positions have not been replaced. Over the past several years we lost 6 positions:

Chief Building Official  
Health Inspector  
Two Police Officers  
Engineering Secretary  
Assistant City Engineer

To cover the lost manpower, many remaining staff members have had additional duties added to their positions to cover mandated City services. I expect the City to continue to scrutinize any vacated positions or requests for additional personnel.

**Summary**

Again, based on information in this memo, I recommend a 4 percent increase in salaries retroactive to January 1, 1991 and a \$25 increase to insurance to a maximum of \$245 for all regular non-organized employees of the City of Crystal.

NG/js

## 1991 Settlements

CITY	NON UNION	PUBLIC WORKS	POLICE	INSURANCE AVERAGE
Anoka	3.5%	3.5%	3.5%	225
Apple Valley	4.0%	4.0%	4.0%	240
Blaine	4.5%	4.0%	4.5%	210
Bloomington	4.0%	4.0%	4.0%	277
Brooklyn Center	4.0%	4.0%	4.0%	260
Brooklyn Park	4.0%	4.0%		215
Eagan	4.0%	4.0%		262
Eden Prairie		3.5%	3.0%	250
Edina	4.0%	4.0%	4.0%	210
Fridley	4.0%	4.0%	4.0%	255
Golden Valley				283
Hopkins	4.0%	4.0%	4.0%	260
Maple Grove	4.0%	4.0%	4.0%	220
Minnetonka		4.0%		245
New Brighton	4.0%	3.75%	3.7%	240
New Hope	4.0%			273
Plymouth	4.0%	4.0%		268
Richfield	4.0%		4.0%	240
Robbinsdale	4.5%	4.0%	3.7%	228
St. Anthony	4.0%	4.0%	4.0%	225

AVERAGE  
SETTLEMENTS: 4.03% 3.93% 3.89% \$244.30

kg

## ATTACHMENT 2

=====

1/10/91

## SALARY SURVEY OF POSITIONS IN METRO AREA AS COMPARED TO CITY OF CRYSTAL POSITIONS

POSITION	CRYSTAL 22851	NEW HOPE 22680	ROBBINSDALE 14276	GOL.VAL. 21813	B.C. 28578	B.P. 55294	PLYMOUTH 51390	MAPLE GR. 37792	MTKA 47727	ST. LOUIS PK 42649	FRIDLEY 29250	SURVEY AVERAGE FOR 1990	CRYSTAL SALARIES AS A % OF SURVEY AVERAGE
CITY MANAGER	\$68,380	\$70,687	\$74,300	\$83,100	\$75,200	\$74,000	\$86,800	\$70,987	\$75,400	\$74,000	\$70,303	\$71,870	95.14%
POLICE CHIEF	\$58,230	\$55,806	\$55,900	\$66,200	\$60,100	\$65,300	\$68,000	\$55,000	\$63,400	\$63,000	\$62,440	\$60,055	96.96%
DIR PUBLIC WKS	\$53,538	\$52,187	\$50,600	\$66,900	\$65,100	\$64,000	\$67,100	\$64,273	\$62,300	\$63,000	\$62,403	\$54,848	97.61%
FINANCE DIR	\$53,539	\$55,800	\$57,300	\$65,200	\$61,700	\$72,000	\$63,100	\$57,309	\$58,000	\$67,000	\$61,873	\$57,404	93.27%
PK & REC DIR	\$48,638	\$52,200	\$45,400	\$61,000	\$57,100	\$62,700	\$63,000	\$53,469	\$48,400	\$56,500	\$51,414	\$52,609	92.45%
ASST. MGR	\$48,006	-- -- --	\$45,800	\$42,100	\$45,500	\$45,000	\$61,400	-- -- --	\$52,000	\$45,600	\$49,359	\$49,928	96.15%
FIRE CHIEF	\$46,224	\$50,200	-- -- --	-- -- --	\$44,400	-- -- --	\$51,100	-- -- --	-- -- --	\$58,500	\$52,000	\$49,641	93.12%
CITY CLERK	\$42,260	-- -- --	-- -- --	-- -- --	\$38,268	-- -- --	\$35,141	-- -- --	-- -- --	\$41,154	-- -- --	\$41,347	102.21%
UTIL SUP.	\$44,226	-- -- --	-- -- --	\$46,800	\$49,000	\$57,600	\$45,600	\$47,700	\$40,400	\$51,100	\$45,400	\$45,556	97.08%
STREET SUP	\$42,180	-- -- --	-- -- --	\$46,800	\$49,000	\$57,600	\$45,600	\$47,700	\$40,400	\$51,100	\$45,400	\$45,398	92.91%
ASSESSOR	\$41,221	-- -- --	\$46,900	-- -- --	\$45,100	\$52,600	\$48,500	\$49,100	\$45,700	\$50,300	\$49,100	\$48,052	85.78%
ASST. PK&REC	\$39,260	-- -- --	-- -- --	-- -- --	-- -- --	\$45,800	\$38,000	\$42,500	\$36,200	-- -- --	-- -- --	\$40,443	97.07%
ASST. FIN. DIR	\$39,262	-- -- --	\$34,800	\$42,600	\$47,800	\$50,000	\$45,200	\$42,500	\$40,600	-- -- --	\$35,800	\$42,389	92.62%
PK. SUP	\$39,247	-- -- --	-- -- --	\$46,800	\$49,000	\$57,600	\$45,600	\$47,700	\$40,400	\$51,100	\$45,400	\$45,173	86.88%
COMM DEV COORD	\$39,125	\$39,500	\$36,800	-- -- --	\$36,420	\$37,700	-- -- --	-- -- --	-- -- --	-- -- --	\$37,600	\$37,621	104.00%
BLDG INSP	\$39,165	-- -- --	\$40,300	\$39,756	\$38,300	-- -- --	-- -- --	-- -- --	-- -- --	-- -- --	-- -- --	\$39,704	98.64%
SUP SANITARIAN	\$39,165	-- -- --	-- -- --	-- -- --	-- -- --	\$43,700	-- -- --	-- -- --	\$40,600	-- -- --	-- -- --	\$41,116	95.25%

A number of positions listed above are unique to Crystal in their duties when compared to other cities.

This survey lists those salary comparisons which most closely fit City of Crystal job responsibilities.

Shown above is a comparison of Crystal salaries for 1990, and the survey average for each position.

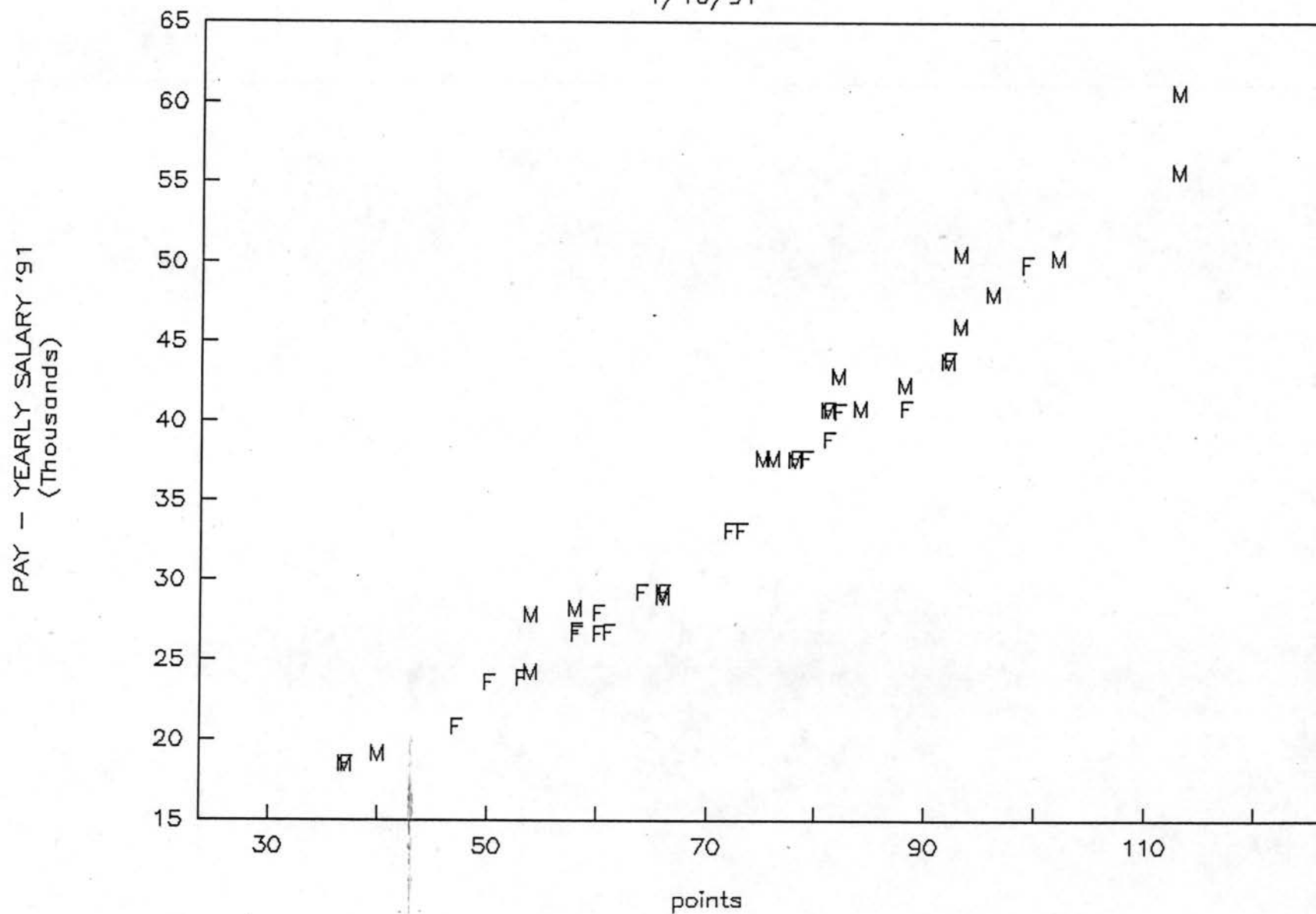
The last column shows Crystal salaries as a percent of the survey average. As you can see, most positions fall slightly below survey average.

POSITION	RICHFIELD 34876	BLAINE 37819	ROSEVILLE 34474	EDEN PRARIE 37786	APPLE VAL. 33622	MAPLEWOOD 30163	SHOREVIEW 24087	WT.BEAR.LK. 23506	NEW BRIGHTON 22798	LAKEVILLE 22707	COTTAGE G. 21863	I.GROVE HTS. 21850
CITY MANAGER	\$75,801	\$76,285	\$70,000	\$72,400	\$68,800	\$70,800	\$66,700	-- -- -- --	\$63,200	\$66,000	\$64,000	\$64,000
POLICE CHIEF	\$66,082	\$56,544	\$62,800	\$60,200	\$62,000	\$55,600	-- -- -- --	-- -- -- --	\$56,100	-- -- -- --	\$56,600	\$51,800
DIR PUBLIC WKS	\$66,061	\$60,000	\$63,300	\$63,800	\$62,000	\$55,600	\$54,900	\$53,600	\$58,600	-- -- -- --	\$52,600	\$54,500
FINANCE DIR	\$50,398	\$54,780	\$59,300	\$62,600	\$57,200	\$54,200	\$54,900	\$51,200	\$53,600	\$53,600	\$49,500	\$46,200
PK & REC DIR	\$46,093	\$51,588	\$55,700	\$60,200	\$51,500	\$50,100	\$48,600	-- -- -- --	\$50,300	\$50,500	\$44,900	\$48,100
ASST. MGR	\$63,300	\$54,780	\$54,800	\$56,100	\$49,500	-- -- -- --	\$41,900	-- -- -- --	\$43,700	-- -- -- --	-- -- -- --	-- -- -- --
FIRE CHIEF	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	\$45,300	-- -- -- --	-- -- -- --	\$49,400	-- -- -- --
CITY CLERK	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	\$42,908	\$50,299	-- -- -- --	\$39,401	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --
UTIL SUP.	-- -- -- --	-- -- -- --	\$38,200	\$43,800	\$40,500	-- -- -- --	\$41,900	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --
STREET SUP	-- -- -- --	-- -- -- --	\$38,200	\$43,800	\$40,500	-- -- -- --	\$41,900	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --
ASSESSOR	-- -- -- --	-- -- -- --	-- -- -- --	\$52,000	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --
ASST. PK&REC	-- -- -- --	-- -- -- --	\$40,900	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --
ASST. FIN. DIR	-- -- -- --	-- -- -- --	\$44,100	\$45,100	-- -- -- --	-- -- -- --	\$40,900	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --
PK. SUP	-- -- -- --	-- -- -- --	\$38,200	\$43,800	\$40,500	-- -- -- --	\$41,900	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --
COMM DEV COORD	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	\$36,200	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --
BLDG INSP	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	\$41,000	-- -- -- --	-- -- -- --	-- -- -- --
SUP SANITARIAN	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	\$41,000	-- -- -- --	-- -- -- --	-- -- -- --



# SCATTER GRAM — CITY OF CRYSTAL

1/10/91



## 1991 PROPOSED SALARY INCREASE FOR NON-ORGANIZED EMPLOYEES

Pay Group	Position	1990 Salary	4% FOR 91 SALARY	Pay Range '91	
I	Custodian	\$17,748	\$18,458		
	Part time Secretary	\$8,874	\$9,229	\$16,120 to \$19,448	
	Part time CSO	\$9,229	\$9,598		
II	Switchboard Operator	\$20,040	\$20,842	\$19,521 to \$22,701	
	Park Secretary	\$20,039	\$20,842		
III	Health Dept. Sec.	\$22,705	\$23,613		
	Building Dept. Clerk	\$22,941	\$23,859	\$22,441 to \$24,804	
	Parkkeeper UNION	\$26,789	**\$27,861		Union contract, Local 49, maintenance - proposed 4% increase
	Light Equip. Oper. UNION	\$26,789	**\$27,861		Union contract, Local 49, maintenance - proposed 4% increase
	Bldg. Coordinator	\$23,274	\$24,205		
IV	Police Secretary	\$25,790	\$26,822		
	W & S Maint. UNION	\$27,123	**\$28,208		Union contract, Local 49, maintenance - proposed 4% increase
	Utility Billing Clerk	\$25,661	\$26,690	\$25,380 to \$28,051	
	Payroll Clerk	\$25,665	\$26,690		
	Communications Ck. UNION	\$26,873	**\$27,947		Union contract, Police Dispatch local 320 - est. 4% NOT SETTLED
	Administration Clerk	\$25,705	\$26,745		
	Assessing/Com. Dev. Clerk	\$25,718	\$26,745		
V	Admin. Secretary	\$28,104	\$29,228		
	Heavy Equip. Oper. UNION	\$27,917	**\$29,033		Union contract, Local 49, maintenance - proposed 4% increase
	Mechanic UNION	\$27,917	**\$29,033	\$27,785 to \$30,710	Union contract, Local 49, maintenance - proposed 4% increase
	Specials/Eng. Clerk	\$28,121	\$29,246		
	Engrg. Aide II	\$28,103	\$29,227		
VI	Accounting Clerk	\$31,889	\$33,165	\$31,532 to \$34,851	
	Records/Office Manager	\$31,905	\$33,181		

Please note: police union positions also have longevity pay, this longevity pay is not shown in police position figures.

Pay Group	Position	1990 Salary	4% FOR 91 SALARY	Pay Range '91
VII	Appraiser	\$36,214	\$37,663	
	Engrg. Aide IV	\$36,207	\$37,655	
	Pol. Officer UNION w/o longevity	\$36,130	**\$37,575	\$35,799 to \$38,500
	Recreation Supervisor	\$36,221	\$37,670	
	Sanitarian II	\$36,226	\$37,675	
VIII	Bldg. Inspector	\$39,165	\$40,732	
	Supervising Sanitarian	\$38,665	\$40,732	
	Juvenile Specialist	\$37,354	\$38,848	
	Pol. Supervisor UNION w/o longevity	\$41,221	**\$42,870	
	Comm. Develop. Coord.	\$39,125	\$40,690	\$38,791 to \$42,874
	Park Superintendent	\$39,247	\$40,817	
	Asst. Finance Dir.	\$38,227	\$40,830	
	City Assessor	\$40,708	\$42,336	
IX	Asst. Park & Rec. Dir.	\$39,260	\$40,830	
	Street Superintendent	\$42,180	\$43,867	
	City Clerk	\$42,260	\$43,950	\$42,900 to \$46,063
X	W & S Sup.	\$44,226	\$45,995	
	Park & Rec Director	\$48,637	\$50,582	
	Fire Chief/Mar.	\$46,224	\$48,073	\$46,500 to \$52,000
	Asst. Manager	\$48,006	\$49,926	
XI	Pol. Manager UNION w/o longevity	\$48,364	**\$50,299	
	City Treas./Fin. Dir.	\$53,539	\$55,680	
	Public Works Director	\$53,538	\$55,680	\$52,896 to \$60,500
	Chief of Police	\$58,230	\$60,559	

Union contract, Police Officers - showing 4% NOT SETTLED

Union Contract Pol. Supervisors local 56 - settled for 4% '91

Union Contract Police Managers - showing 4% NOT SETTLED

2 regular part time positions not included in the pay plan are also recommended for a 4 % increase on pay for '91

	1990	1991
	hourly rate	4%
Part time Fire Inspector	\$10.10	\$10.50
Part time Rec. Program Supervisor	\$11.00	\$11.44

## ATTACHMENT 2

=====

1/10/91

## SALARY SURVEY OF POSITIONS IN METRO AREA AS COMPARED TO CITY OF CRYSTAL POSITIONS

POSITION	CRYSTAL 22851	NEW HOPE 22680	ROBBINSDALE 14276	GOL.VAL. 21813	B.C. 28578	B.P. 55294	PLYMOUTH 51390	MAPLE GR. 37792	MTKA 47727	ST. LOUIS PK 42649	FRIDLEY 29250	SURVEY AVERAGE FOR 1990	CRYSTAL SALARIES AS A % OF SURVEY AVERAGE
CITY MANAGER	\$68,380	\$70,687	\$74,300	\$83,100	\$75,200	\$74,000	\$86,800	\$70,987	\$75,400	\$74,000	\$70,303	\$71,870	95.14%
POLICE CHIEF	\$58,230	\$55,806	\$55,900	\$66,200	\$60,100	\$65,300	\$68,000	\$55,000	\$63,400	\$63,000	\$62,440	\$60,055	96.96%
DIR PUBLIC WKS	\$53,538	\$52,187	\$50,600	\$66,900	\$65,100	\$64,000	\$67,100	\$64,273	\$62,300	\$63,000	\$62,403	\$54,848	97.61%
FINANCE DIR	\$53,539	\$55,800	\$57,300	\$65,200	\$61,700	\$72,000	\$63,100	\$57,309	\$58,000	\$67,000	\$61,873	\$57,404	93.27%
PK & REC DIR	\$48,638	\$52,200	\$45,400	\$61,000	\$57,100	\$62,700	\$63,000	\$53,469	\$48,400	\$56,500	\$51,414	\$52,609	92.45%
ASST. MGR	\$48,006	-- -- --	\$45,800	\$42,100	\$45,500	\$45,000	\$61,400	-- -- --	\$52,000	\$45,600	\$49,359	\$49,928	96.15%
FIRE CHIEF	\$46,224	\$50,200	-- -- --	-- -- --	\$44,400	-- -- --	\$51,100	-- -- --	-- -- --	\$58,500	\$52,000	\$49,641	93.12%
CITY CLERK	\$42,260	-- -- --	-- -- --	-- -- --	\$38,268	-- -- --	\$35,141	-- -- --	-- -- --	\$41,154	-- -- --	\$41,347	102.21%
UTIL SUP.	\$44,226	-- -- --	-- -- --	\$46,800	\$49,000	\$57,600	\$45,600	\$47,700	\$40,400	\$51,100	\$45,400	\$45,556	97.08%
STREET SUP	\$42,180	-- -- --	-- -- --	\$46,800	\$49,000	\$57,600	\$45,600	\$47,700	\$40,400	\$51,100	\$45,400	\$45,398	92.91%
ASSESSOR	\$41,221	-- -- --	\$46,900	-- -- --	\$45,100	\$52,600	\$48,500	\$49,100	\$45,700	\$50,300	\$49,100	\$48,052	85.78%
ASST. PK&REC	\$39,260	-- -- --	-- -- --	-- -- --	-- -- --	\$45,800	\$38,000	\$42,500	\$36,200	-- -- --	-- -- --	\$40,443	97.07%
ASST. FIN. DIR	\$39,262	-- -- --	\$34,800	\$42,600	\$47,800	\$50,000	\$45,200	\$42,500	\$40,600	-- -- --	\$35,800	\$42,389	92.62%
PK. SUP	\$39,247	-- -- --	-- -- --	\$46,800	\$49,000	\$57,600	\$45,600	\$47,700	\$40,400	\$51,100	\$45,400	\$45,173	86.88%
COMM DEV COORD	\$39,125	\$39,500	\$36,800	-- -- --	\$36,420	\$37,700	-- -- --	-- -- --	-- -- --	-- -- --	\$37,600	\$37,621	104.00%
BLDG INSP	\$39,165	-- -- --	\$40,300	\$39,756	\$38,300	-- -- --	-- -- --	-- -- --	-- -- --	-- -- --	-- -- --	\$39,704	98.64%
SUP SANITARIAN	\$39,165	-- -- --	-- -- --	-- -- --	-- -- --	\$43,700	-- -- --	-- -- --	\$40,600	-- -- --	-- -- --	\$41,116	95.25%

A number of positions listed above are unique to Crystal in their duties when compared to other cities.

This survey lists those salary comparisons which most closely fit City of Crystal job responsibilities.

Shown above is a comparison of Crystal salaries for 1990, and the survey average for each position.

The last column shows Crystal salaries as a percent of the survey average. As you can see, most positions fall slightly below survey average.

POSITION	RICHFIELD 34876	BLAINE 37819	ROSEVILLE 34474	EDEN PRARIE 37786	APPLE VAL. 33622	MAPLEWOOD 30163	SHOREVIEW 24087	WT. BEAR. LK. 23506	NEW BRIGHTON 22798	LAKEVILLE 22707	COTTAGE G. 21863	I. GROVE HTS. 21850
CITY MANAGER	\$75,801	\$76,285	\$70,000	\$72,400	\$68,800	\$70,800	\$66,700	-- -- -- --	\$63,200	\$66,000	\$64,000	\$64,000
POLICE CHIEF	\$66,082	\$56,544	\$62,800	\$60,200	\$62,000	\$55,600	-- -- -- --	-- -- -- --	\$56,100	-- -- -- --	\$56,600	\$51,800
DIR. PUBLIC WKS	\$66,061	\$60,000	\$63,300	\$63,800	\$62,000	\$55,600	\$54,900	\$53,600	\$58,600	-- -- -- --	\$52,600	\$54,500
FINANCE DIR	\$50,398	\$54,780	\$59,300	\$62,600	\$57,200	\$54,200	\$54,900	\$51,200	\$53,600	\$53,600	\$49,500	\$46,200
PK & REC DIR	\$46,093	\$51,588	\$55,700	\$60,200	\$51,500	\$50,100	\$48,600	-- -- -- --	\$50,300	\$50,500	\$44,900	\$48,100
ASST. MGR	\$63,300	\$54,780	\$54,800	\$56,100	\$49,500	-- -- -- --	\$41,900	-- -- -- --	\$43,700	-- -- -- --	-- -- -- --	-- -- -- --
FIRE CHIEF	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	\$45,300	-- -- -- --	-- -- -- --	\$49,400	-- -- -- --
CITY CLERK	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	\$42,908	\$50,299	-- -- -- --	\$39,401	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --
UTIL SUP.	-- -- -- --	-- -- -- --	\$38,200	\$43,800	\$40,500	-- -- -- --	\$41,900	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --
STREET SUP	-- -- -- --	-- -- -- --	\$38,200	\$43,800	\$40,500	-- -- -- --	\$41,900	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --
ASSESSOR	-- -- -- --	-- -- -- --	-- -- -- --	\$52,000	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --
ASST. PK&REC	-- -- -- --	-- -- -- --	\$40,900	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --
ASST. FIN. DIR	-- -- -- --	-- -- -- --	\$44,100	\$45,100	-- -- -- --	-- -- -- --	\$40,900	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --
PK. SUP	-- -- -- --	-- -- -- --	\$38,200	\$43,800	\$40,500	-- -- -- --	\$41,900	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --
COMM DEV COORD	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	\$36,200	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --
BLDG INSP	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	\$41,000	-- -- -- --	-- -- -- --	-- -- -- --
SUP SANITARIAN	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	-- -- -- --	\$41,000	-- -- -- --	-- -- -- --	-- -- -- --



# APPLICATION FOR LICENSE

4141 Douglas Drive, Crystal, Minnesota 55422

1-14-91  
#54863

HONORABLE CITY COUNCIL  
CRYSTAL, MINNESOTA

COUNCILMEMBERS:

NORWEST BANK MINNESOTA NA

7000 BASS LAKE ROAD

CRYSTAL MN 55428

*Itinerant*

Fee, \$ *\$ 30.00 1st day + 12.00 ea. addl day*

New ..... Renewal .....

Telephone..... 533 1511

enclose the sum of Seventy Eight dollars and 00/100- DOLLARS  
to the City of Crystal as required by the Ordinances of said City and have complied with all the  
requirements of said Ordinances necessary for obtaining this License:

NOW, THEREFORE, I

Julie Stefano

.....hereby make application to

Food Permit to serve cake and coffee the week of Feb 4-8.

for the period February 4, 1991 through February 8, 1991 subject to all  
conditions and provisions of said Ordinance.

City Use Only

JULIE STEFANO

Print Name of Applicant

*Julie Stefano*

Signature of Applicant

## CRYSTAL, BROOKLYN CENTER HEALTH DEPARTMENT

4141 Douglas Drive, Crystal, Minnesota 537-8421

THIS FORM IS TO BE COMPLETED AND TURNED IN WITH LICENSE APPLICATION

1. NAME OF EVENT: FIRST MINNESOTA AQUITION GRAND OPENING

Location: 7000 BASS LAKE ROAD City: CRYSTAL MN 5542

Date: February 4 - 8th.

Time: 9:00 - 5:00 Monday - Thursday 9:00 - 6:00 Friday

Organization: NORWEST BANK MINNESOTA NA CRYSTAL OFFICE

2. PERSON IN CHARGE OF FOOD HANDLING:

Name: JULIE STEFANO

Address: 7000 BASS LAKE ROAD CRYSTAL MN 55428

Daytime Phone: Home: 557 9719 Business: 536 5807

3. MENU

- a. Please be explicit regarding menu (i.e. if soup is being served, state what kind).
- b. Include all items you will be serving, including condiments and beverages.

FOOD:PURCHASED FROM:COMMERCIALY PREPARED:

		YES	NO
a. SHEET CAKE	THRIFTWAY SUPERMARKET	X	
b. COFFEE (cream/sugar)	ARA COFFEE	X	
c. _____	_____		
d. _____	_____		
e. _____	_____		
f. _____	_____		
g. _____	_____		

4. FOOD STORAGE:

Be explicit regarding type of storage (i.e. walk-in cooler, refrigerated truck or home-type refrigerator).

Does not require refrigeration

5. EQUIPMENT:

State hot holding devices used, such as steam tables, roasters and other equipment such as slicers and grinders.

Electric coffee pot.

The Person in charge of the event is responsible for proper food handling, good hygienic practices of workers and should contact the Health Department for reviewal of proper food handling procedures prior to the event.

If there are any questions, please call 537-8421.

CITY OF CRYSTAL  
NOTICE OF VACANCIES ON  
SHINGLE CREEK WATERSHED COMMISSION, AND ON  
BASSETT CREEK WATERSHED COMMISSION

Public Notice is hereby given that vacancies exist for the positions of Commissioner and Alternate Commissioner to the Shingle Creek Watershed Commission and to the Bassett Creek Watershed Commission, representing the City of Crystal. This is a 3-year term starting in February, 1991. Persons interested in being appointed to serve on either or both of these commissions should contact Darlene George, City Clerk, at 537-8421 for an application. Background or experience with issues related to surface water drainage is desirable.

Applications must be received on or before February 13, 1991. Appointments will be made by the City Council.

LAW OFFICES

WURST, PEARSON, LARSON, UNDERWOOD & MERTZ

A PARTNERSHIP INCLUDING PROFESSIONAL ASSOCIATIONS

1100 FIRST BANK PLACE WEST

MINNEAPOLIS, MINNESOTA 55402

A. THOMAS WURST, P.A.  
CURTIS A. PEARSON, P.A.  
JAMES D. LARSON, P.A.  
THOMAS F. UNDERWOOD, P.A.  
CRAIG M. MERTZ  
ROGER J. FELLOWS

TELEPHONE  
(612) 338-4200

FAX NUMBER  
(612) 338-2625

January 2, 1991

Mr. Neil Johnson, Chairman  
Shingle Creek and West Mississippi  
Water Management Organizations  
City of Brooklyn Park  
5800 85th Avenue North  
Brooklyn Park, MN 55443

Re: Vacancies

Dear Neil:

At the December meeting, the question came up as to whether terms of office which were expiring were vacancies under the new law. Under Minnesota Statutes Section 473.8775, Subd. 2, the law states as follows:

"Notice of Board Vacancies. Appointing authorities for watershed management organization board members shall publish a notice of vacancies resulting from expiration of members' terms and other reasons. The notices must be published at least once in a newspaper of general circulation in the watershed management organization area. The notices must state that persons interested in being appointed to serve on the watershed management organization board may submit their names to the appointing authority for consideration. Published notice of the vacancy must be given at least 15 days before an appointment or reappointment is made."

Based on the above, it is clear that for the three appointing cities in each of the Commissions, it will be necessary that you publish notice that the current Commissioners are up for reappointment, and persons who wish to serve on the water management commission may submit their names to the City Council for consideration. I would hope that each of you would influence your Councils to the point where people who are qualified in the field are given the major consideration.

I was directed at the meeting to render an opinion to the Commission on this question, and I assume Judie Anderson will notify members who have people whose terms expire February 1, 1991.

*Crystal will need to  
advertise for both Shingle  
and Bassett Creek Commission  
appointments. New Law.*

WURST, PEARSON, LARSON, UNDERWOOD & MERTZ

Wishing you all a happy and prosperous 1991, I remain

Sincerely yours,

*Curtis A. Pearson*  
eh

Curtis A. Pearson  
Attorney, Shingle Creek and  
West Mississippi Water  
Management Commissions

CAP:lh

cc: Commissioners for Shingle Creek and  
West Mississippi WMOs  
Ms. Judie Anderson



Memorandum

7 copies to:  
Council }  
Jerry } packets  
Darlene } Friday  
info

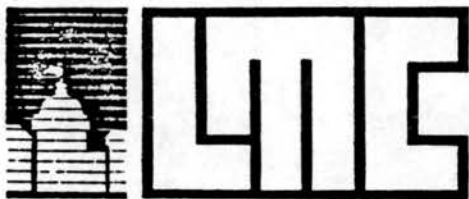
DATE: January 8, 1991  
TO: Jerry Dulgar, City Manager  
FROM: Darlene George, City Clerk *Darlene*  
SUBJECT: Travel Arrangements for NLC Congressional City  
Conference, March 9 thru 12, Washington, D.C.

As a matter of information for you and the Council, upon receiving the attached memo dated January 4, 1991 from the League of Minnesota Cities, I checked with Crystal Travel to compare rates.

Crystal Travel quoted \$330.00 round trip. Upon checking with Uniglobe Metro Travel, Incorporated, they quoted \$330 less 5 percent or \$313.50. Both agencies urged making reservations just as quickly as possible to assure these rates and flights. Both fares indicate flights by Northwest Airlines and show that Uniglobe is in fact cheaper than Crystal Travel.

If you have questions or comments, please contact me.

DG/js



League of Minnesota Cities

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

---

January 4, 1991

TO: Mayor, Manager, Clerk

FROM: Ann Higgins, Federal Liaison

RE: Travel Arrangements for NLC Congressional-City Conference,  
March 9-12, Washington, D.C.

The League has made arrangements with UNIGLOBE Metro Travel Inc. to provide airline reservations and itineraries for city officials who register to attend the '91 NLC Congressional-City Conference.

On December 18, LMC mailed NLC conference program and reservation brochures to member cities. At that time, cities also received information on plans for LMC activities for Minnesota city officials attending the conference. The conference programs are held at the Washington Hilton on Connecticut Avenue N.W. There are a number of hotels nearby if accommodations are not available at the Hilton.

In this memorandum LMC provides information on airline fare discounts for city officials attending the conference. The deadline for advance registration is Monday, February 4. There are substantial savings if registration is postmarked by that date. City officials must register on-site after February 4.

UNIGLOBE Metro Travel, Inc. is the offering preferred travel management for city officials. Northwest Airlines is the official airline for discounted fares of 5 percent off the lowest applicable fare available at the time of booking. These special discounted fares are available three days before and up to three days following the conference.

-- OVER --

Listed below are recommended non-stop Northwest Airline flights to/ from Washington D.C. National Airport. (Other connecting flights are also available). UNIGLOBE Metro Travel, Inc. has negotiated special fares for city officials traveling on these flights. As noted above, discounted fares are also available 3 days before and 3 days after the conference for those who wish to extend their stay in Washington.

DEPARTURES

MARCH 8 & 9 (Fri. & Sat.)

N.W. #158  
N.W. #314  
N.W. #112  
N.W. #376  
N.W. #116

7:45 am - 10:59 am  
11:40 am - 2:53 pm  
1:10 pm - 4:32 pm  
6:05 pm - 9:24 pm  
8:30 pm - 11:44 pm

RETURNS

MARCH 12 (Tuesday)

\*N.W. #327

8:00 pm - 9:46 pm

RETURNS

MARCH 13 (Wednesday)

N.W. #193  
N.W. #317  
N.W. #305  
N.W. #321  
N.W. #379

7:00 am - 8:40 am  
9:15 am - 10:59 am  
12 Noon - 1:45 pm  
3:35 pm - 5:25 pm  
4:50 pm - 6:45 pm

\* The evening departure time on Tuesday, March 12, is shown to encourage city officials scheduling return flights to Minnesota on March 12 to request flight departure time that will permit them to attend Tuesday afternoon meetings on Capitol Hill with members of the Minnesota Congressional Delegation.

Please call UNIGLOBE Metro Travel, Inc. at (612) 559-7250 or (800) 842-0097 to make airline reservations with Deanna or Tami.

Be sure to book your flight reservations early for the best fares and flight schedule availability.

Memorandum

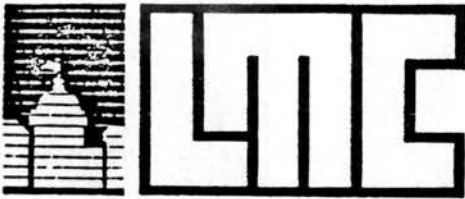
DATE: January 8, 1991  
TO: Jerry Dulgar, City Manager  
FROM: Darlene George, City Clerk *Darlene*  
SUBJECT: Travel Arrangements for NLC Congressional City  
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If you have questions or comments, please contact me.

DG/js



League of Minnesota Cities

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

---

January 4, 1991

TO: Mayor, Manager, Clerk

FROM: Ann Higgins, Federal Liaison

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DEPARTURES

MARCH 8 & 9 (Fri. & Sat.)

N.W. #158  
N.W. #314  
N.W. #112  
N.W. #376  
N.W. #116

7:45 am - 10:59 am  
11:40 am - 2:53 pm  
1:10 pm - 4:32 pm  
6:05 pm - 9:24 pm  
8:30 pm - 11:44 pm

RETURNS

MARCH 12 (Tuesday)

\*N.W. #327

8:00 pm - 9:46 pm

RETURNS

MARCH 13 (Wednesday)

N.W. #193  
N.W. #317  
N.W. #305  
N.W. #321  
N.W. #379

7:00 am - 8:40 am  
9:15 am - 10:59 am  
12 Noon - 1:45 pm  
3:35 pm - 5:25 pm  
4:50 pm - 6:45 pm

\* The evening departure time on Tuesday, March 12, is shown to encourage city officials scheduling return flights to Minnesota on March 12 to request flight departure time that will permit them to attend Tuesday afternoon meetings on Capitol Hill with members of the Minnesota Congressional Delegation.

Please call UNIGLOBE Metro Travel, Inc. at (612) 559-7250 or (800) 842-0097 to make airline reservations with Deanna or Tami.

Be sure to book your flight reservations early for the best fares and flight schedule availability.



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

ADMINISTRATIVE OFFICE

January 9, 1991

*Joan*  
*Copy to*  
*Council*  
*10*  
*JD*

Ann Higgins  
League of Minnesota Cities  
183 University Avenue East  
St. Paul, Minnesota 55101-2526

RE: Calculation of 1992 City Redistricting/Presidential  
Primary Costs

Dear Ann:

In response to your memo of December 20, 1990 and our telephone conversation of January 3, 1991, I have attached a summary of estimated costs to the City of Crystal for redistricting and a presidential primary in 1992.

The City of Crystal strongly urges coverage of all or a portion of these costs, whether it be a reimbursement from the State to local governments or granting cities extra levying authority to cover the costs.

Good luck on your lobbying efforts and if I can be of further assistance, feel free to contact me.

Sincerely,

*D.G.*

Darlene George, CMC  
City of Crystal

DG/js

enclosure

✓ cc: Jerry Dulgar, City Manager

## Estimated Costs

### Presidential Primary - 1992

Election Judges (including training)	\$ 5,000
Personnel (Election Day & Evening)	1,200
Postage (absentee ballots, etc.)	750
Legal Notices	150
Ballot Printing	2,500
General Notices & Public Information	50
Equipment Repair & Maintenance Contracts	2,100
Janitorial Services (Polling locations used)	200
Misc. Operating Supplies	250
Printed forms - Voter Receipts, etc.	400
	<u>\$12,600**</u>

\*\*Nothing has been figured for absentee ballot application forms, envelopes, precinct lists, precinct finders, signs for posting, etc., as that has always been supplied from Hennepin County. I'm assuming it would be handled the same.

### Redistricting - 1992

Staff time	\$ 3,000
Postage-verification of polling locations to voters	2,325
Printing postcards for verification	750
Map reprinting	100
	<u>\$ 6,175</u>

Grand Total: \$18,775

MARTIN OLAV SABO  
5th District, Minnesota

COMMITTEE ON APPROPRIATIONS

Subcommittees:

Defense Transportation  
Treasury - Postal Service - General Government

COMMITTEE ON BUDGET

DEMOCRATIC STUDY GROUP

Chairman

DEPUTY MAJORITY WHIP



**Congress of the United States**  
**House of Representatives**  
**Washington, D.C. 20515**

2201 Rayburn House Office Building  
Washington, D.C. 20515  
(202) 225-4755

462 Federal Courts Building  
110 South 4th Street  
Minneapolis, Minnesota 55401  
(612) 348-1649

January 4, 1991

The Honorable Betty Herbes  
Mayor  
City of Crystal  
5336 Idaho North  
Crystal, Minnesota 55428

Dear Betty:

With the start of a new year, of a new Congress and of other new goals in our lives, I think it would be good to have a time for us to visit as elected officials in the Fifth Congressional District about shared concerns for our community.

Please come to an informal reception in Bridget's Room on the 14th floor of the Holiday Inn Downtown, 1313 Nicollet Mall in Minneapolis, on Friday, January 25, from 5:30 p.m. to 7:30 p.m. Bring a guest if you'd like. There is plenty of parking space in the Holiday Inn ramp or nearby, as well as public transit service.

Please let me know if you are able to attend this reception by calling my district office at 348-1649.

I look forward to seeing you and talking with you about your ideas for the coming year and beyond.

Sincerely,

Martin Olav Sabo  
Member of Congress

MOS:ka

*Joan  
please give the  
council copy  
of this  
JD / 10*

City of Crystal  
Memorandum

- Council  
- Dave K.  
- Jerry  
- Paulene  
info

TO: Jerry Dulgar  
FROM: Miles Johnson  
DATE: January 3, 1991

Just a short up-date on the costs incurred to date for the case that went to the judge on December 18, 1990.

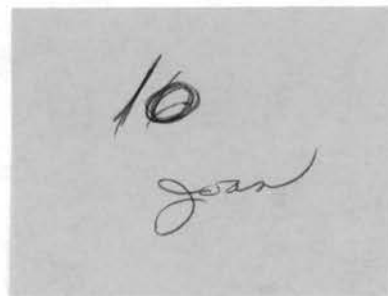
Crystal Police Relief Association vs. City of Crystal

	<u>Holmes &amp; Graven</u>	<u>Best &amp; Flanagan</u>
July-August	--	3,219.65
September	1,762.00	675.35
October	2,684.35	251.25
November	<u>4,496.90</u>	<u>5,253.82</u>
	8,943.25	9,400.07
Total		\$18,343.32



**CITY OF CRYSTAL  
POLICE DEPARTMENT  
MEMORANDUM**

DATE: January 9, 1991  
TO: Lt. Craig Thomseth  
FROM: Sgt. Michael Harty *MCH*  
SUBJECT: CAR THROUGH ICE - TWIN LAKE



Per your instructions, I have spoken to the officers and dispatcher involved in the call of vehicle through the ice on Twin Lake and found the following.

The victim called and said his vehicle had gone through the ice. He wanted to know who to call to have the vehicle towed out. The dispatcher determined no one was in the vehicle and the subject was told to contact the Hennepin County Sheriff's Water Patrol. A short time later, North Suburban Towing called our office and said someone had called wanting a vehicle pulled from Twin Lake. The subject never contacted Hennepin County Water Patrol.

Officers went to the scene of the vehicle through the ice and arrived within three to five minutes, but declined going on the ice as it was unsafe. A resident called and demanded that we take care of the vehicle in the lake and get the hole barricaded. At this time the officers were probably already on the scene. The officers involved had already contacted Hennepin County Water Patrol, the Fire Department and the Street Department. They were told by the street superintendent that he was not going to send his people onto the lake. Sante said it was the DNR's problem and the Street Department was not equipped to go onto the ice. Sante supplied the barricades, and they were placed by the Fire Department. The entire operation, from first call to placement of barricades, took 45 minutes to one hour. As the Fire Department cleared the scene, Hennepin County Water Patrol arrived and placed signs after drilling test holes to determine the thickness of the ice. Officer Herkal had contacted the Hennepin County Sheriff's Office Water Patrol and the DNR. Herkal was told DNR gave jurisdiction to the local sheriff's departments for recovery and enforcement. Water Patrol has names of companies who recover submerged vehicles. The cars are to be removed within three days or

are subject to tagging. This tagging is done either by Water Patrol or DNR.

I have contacted the Hennepin County Sheriff's Office Water Patrol and have gotten the same information from them at this time.

I would make the following recommendations:

That we notify the dispatchers and the patrol officers and make them aware that vehicles through the ice are the Hennepin County Sheriff's Office Water Patrol's problem.

Hennepin County Water Patrol will respond to these types of incidents in the City of Crystal on either an emergency basis or routine basis, depending upon the circumstances. If people are in the water, Water Patrol will respond on an emergency basis. The divers from Water Patrol carry their equipment in their cars and will respond from wherever they are.

Our Fire Department is equipped with an inflatable raft and life vests for making rescues from the water.

In my opinion, this situation was handled properly and with the additional information now available, we can handle them more efficiently in the future.

Sgt. Harty

MCH/dh

3117 Virginia Ave. No.  
Crystal, MN 55427  
December 31, 1990

City Assessor Office  
City Assessor  
City of Crystal  
4141 Douglas Drive No.  
Crystal, 55422

Dear Sir:

Would you be kind enough to send me my estimated market value on my home for the past 10 years. My estimated market value is \$75,800 for 1990.

I would like to know what it has been for the past 9 years.

Thanking you in advance for your assistance on this matter, I remain,

Sincerely yours,

*Kenneth L. Way*

Kenneth L. Way

My sincere wishes for a Happy-Healthy 1991 to all City of Crystal employees who have served us so very well in 1990. They are indeed a credit to the City of Crystal.

*Should a copy  
of this go  
to Council?  
He - John*

*Barbara Nemer*

January 2, 1991

Congratulations to you, editor, Nancy Gohman,  
and the staff of the Crystal City Newsletter.

Interesting and important information--  
clearly written--no wasted words...

Eye catching format--with kudos to community  
as a whole and individuals who have gone a  
second mile...

A pleasure to read--I look forward to the  
next issue.

Thank you for this attractive publication;  
these are tax dollars well spent.

Sincerely,

*Barbara Nemer*

Barbara Nemer

Joan <sup>16</sup>  
copy to  
council and  
Nancy SP




Mr. Jerry Dulgar  
City of Crystal  
4141 Douglas Drive  
Crystal, MN 55422





BARBARA NEMER  
3449 YATES AVENUE NORTH  
CRYSTAL, MINNESOTA 55422



*Barbara Nemer*

January 2, 1991

Congratulations to you, editor, Nancy Gohman,  
and the staff of the Crystal City Newsletter.

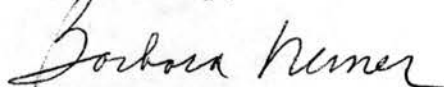
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next issue.

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these are tax dollars well spent.

Sincerely,



Barbara Nemer

DATE: January 2, 1991  
TO: Julie Jones, Redevelopment/Recycling Coordinator  
FROM: William Monk, City Engineer  
SUBJECT: Waste Oil Depository


Back in July, the waste oil depository Crystal has operated at the maintenance shops was closed. A number of circumstances contributed to the closure as summarized below:

- Crystal coordinated pick-up of the waste oil as part of a Hennepin County contract and generated revenue of \$0.50 to \$1.00 per gallon. In the last year of operation, this revenue was more than offset by costs incurred to have contaminated waste hauled off by a separate licensed contractor at a cost of up to \$5.00 per gallon. Contamination was the result of anti-freeze, brake fluid, paint and other household products being added to the oil.
- More stringent hauling requirements for contaminated wastes made coordination of removal contractors difficult. Having only a 500 gallon tank, this problem with hauling caused an overflow situation on numerous occasions. The area around the depository is saturated with oil and other deposited materials.
- Hennepin County opened a large scale recycling center at its transfer station in Brooklyn Park that includes a waste oil depository. While the location is not as convenient for Crystal residents, the site is properly engineered for this type of facility including spill containment and monitoring equipment.

This office proposes the waste oil depository situation be reviewed as part of 1991 project approved to check and potentially replace all the City's underground storage tanks. As the report analyzing the current status of our facilities is considered, a recommendation for replacement, including the waste oil tank, will be made to the City Council.

  
WM:mb

*General  
Info.*





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

ADMINISTRATIVE OFFICE

January 4, 1991

Dear Crystal Business Owner/Manager:

A number of complaints have been received at City Hall related to overcrowding and a lack of customer stalls in the municipal parking lots on Bass Lake Road. Instead of proposing parking permits or hourly restrictions, I am requesting the assistance of area businesses to resolve the problem. The transfer of employee parking to the farther reaches of the lots in question or to the lot across Bass Lake Road in Becker Park would open up the necessary parking spaces to satisfy customer needs. I am aware this request represents an inconvenience, but your voluntary cooperation will eliminate the need for imposing regulations on parking to accomplish this same objective.

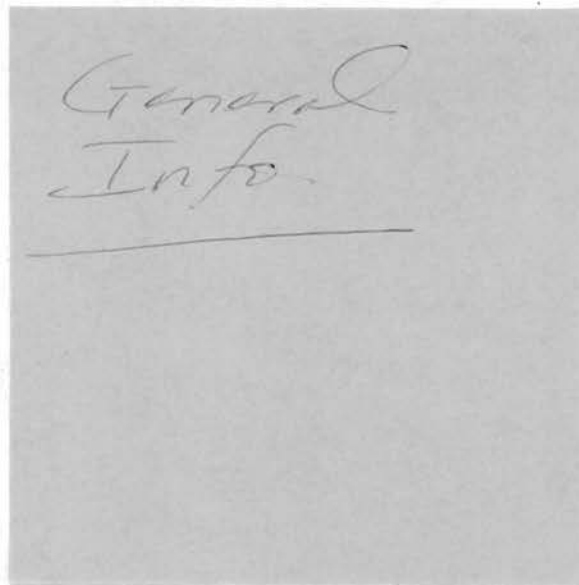
I appreciate your assistance in dealing with this problem so all area business may benefit.

Sincerely,

William Monk  
Public Works Director

WM:mb

cc: Mayor and City Council  
Jerry Dulgar, City Manager  
James Mossey, Police Chief



BUSINESSES NORTH SIDE BASS LAKE ROAD  
HAMPSHIRE TO ELMHURST AVENUES

Adventures in Video	6316 56th Ave.	
The Frame Works	6320 56th Ave.	
Crystal Heating	6320 56th Ave.	
Quick Cash Inc.	6322 56th Ave.	
Crystal Schwinn	6326 56th Ave.	
Recruiting Office	6330 56th Ave.	
Aagard Floral	6402 56th Ave.	
Campion & Assoc.	6402 56th Ave.	
Vera Slater Beauty School	6406 56th Ave.	
Keys Restaurant	6408 56th Ave.	
Crystal Vacuum	6410 56th Ave.	
Graystar Corp.	6412 56th Ave.	
Eggie's North	6418 56th Ave.	
All State Insurance	6418 56th Ave.,	Suite 1
Horace Mann	6418 56th Ave.,	Suite 2
MN Demolay	6418 56th Ave.,	Suite 4
Devaux Corp.	6418 56th Ave.,	Suite 5
Becca Rand Sales	6418 56th Ave.,	Suite 7
All Pro Sports	6418 56th Ave.	
National Karate School	6518 56th Ave.	
Red Wing Shoes	6520 56th Ave.	
Northside Appliace	6522 56th Ave.	
Great NW Gun Trading	6524 56th Ave.	
Charles Angiers	6528 56th Ave.	

DUE DATE: NOON, WEDNESDAY, JANUARY 9, 1991

MEMO TO: Jerry Dulgar, City Manager

MEMO FROM: Darlene George, City Clerk

ACTION NEEDED MEMO: From the January 2, 1991 Council Meeting

The items listed below are the actions requested by the City Council at their regular Council meeting of January 2, 1991. These items should be taken care of by noon, **Wednesday**, preceding the next regularly scheduled Council meeting and returned to the City Clerk for her review.

<u>DEPARTMENT</u>	<u>ITEM</u>
-------------------	-------------

ADMINISTRATIVE  
SECRETARY

- |    |  |
|----|--|
| 1. | Consideration of the minutes of December 18, 1990.<br>ACTION NEEDED: Make changes to page 701, 702, and 703 as noted on the Council Agenda of January 2, 1991.<br>ACTION TAKEN: Changes made 12-19-90. |
|----|--|

PUBLIC HEARINGS

CITY CLERK

- |    |  |
|----|--|
| 1. | Consideration of second-hand goods dealer's license at 3542 Douglas Drive as requested by Janet M. Wernet.<br>ACTION NEEDED: Notify applicant of Council approval and process license.<br>ACTION TAKEN: Applicant present at meeting; license processed. |
|----|--|

REGULAR AGENDA

ADMINISTRATIVE  
SECRETARY

- |    |   |
|----|---|
| 1. | Consideration of the resignation of James J. Barden, 6813 - 45th Place, from the Planning Commission.<br>ACTION NEEDED: Prepare letter of thanks and appreciation to Mr. Barden to be signed by the City Manager.<br>ACTION TAKEN: Letter sent January 4, 1991. |
|----|---|

*info*



ADMINISTRATIVE  
SECRETARY

2. Consideration of applications of David Anderson, Bruce William Smith, and Debra K. Guertin for reappointment and the applications of Steven C. Leppa and Robert W. Tatley for appointment to the Planning Commission.

ACTION NEEDED: Notify applicants of Council reappointment for another 3-year term.

ACTION TAKEN: Letters sent January 3, 1991.

ADMINISTRATIVE  
SECRETARY

ACTION NEEDED: Write letter of appointment for City Manager's signature to Steven Leppa along with pertinent information regarding the Planning Commission; write a letter to Robert Tatley thanking him for applying and advising of the appointment made.

ACTION TAKEN: Letters sent January 7, 1991.

ADMINISTRATIVE  
SECRETARY

3. Consideration of the applications of Linda E. Museus, Renee Werner, and James Allen Brown for reappointment to the Human Relations Commission.

ACTION NEEDED: Notify applicants of Council reappointment for another 3-year term.

ACTION TAKEN: Letters sent January 3, 1991.

ADMINISTRATIVE  
SECRETARY

4. Consideration of applications of Rollie Smothers and Liz Reid for reappointment to the Park & Recreation Advisory Commission

ACTION NEEDED: Notify applicants of Council reappointment for another 3-year term.

ACTION TAKEN: Letters sent January 3, 1991.

ADMINISTRATIVE  
SECRETARY

ACTION NEEDED: Send letter of appointment for City Manager's signature to Greg Ertz, 5249 Vera Cruz Avenue North, along with pertinent information regarding the Park & Recreation Advisory Commission.

ACTION TAKEN: Letter sent January 7, 1991.

ADMINISTRATIVE  
SECRETARY

5. Consideration of applications of Phyllis Isaacson, Jerome Farrell, and Mary Pat Hanauska for reappointment to the Environmental Quality Commission.

ACTION NEEDED: Notify applicants of Council reappointment for another 3-year term.

ACTION TAKEN: Letters sent January 3, 1991.

CITY CLERK

6. Consideration of selection of a Mayor Pro Tem for the year 1991.

ACTION NEEDED: Note selection on roster.

ACTION TAKEN: Noted.

CITY CLERK

7. Consideration of the designation of the official depository for the City of Crystal for the year 1991.

ACTION NEEDED: Write letter for City Manager's signature to Norwest Bank indicating Council's designation of Norwest Bank as the official depository for the City of Crystal for the year 1991.

ACTION TAKEN: Letter sent January 4, 1991.

## CITY CLERK

8. Consideration of the designation of the official newspaper for the City of Crystal for the year 1991.

ACTION NEEDED: Contact Post and Star Tribune for a more detailed explanation of rates.

ACTION TAKEN: Post and Star Tribune contacted.

## CITY CLERK

9. Consideration of the appointment of a liaison to the Park and Recreation Advisory Commission for the year 1991.

ACTION NEEDED: Note Councilmember Moravec's appointment.

ACTION TAKEN: Noted.

## CITY CLERK

10. Consideration of the appointment of a liaison to the Environmental Quality Commission for the year 1991.

ACTION NEEDED: Note Councilmember Joselyn's appointment.

ACTION TAKEN: Noted.

## CITY CLERK

11. Consideration of the appointment of a liaison to the Human Relations Commission for the year 1991.

ACTION NEEDED: Note Councilmember Carlson's appointment.

ACTION TAKEN: Noted.

## CITY CLERK

12. Consideration of the appointment of a liaison to the Economic Development Advisory Commission for the year 1991.

ACTION NEEDED: Note Councilmember Grimes' appointment.

ACTION TAKEN: Noted.

## CITY CLERK

13. Consideration of the appointment of a representative and an alternate to the Association of Metropolitan Municipalities for the year 1991.  
ACTION NEEDED: Write letter to AMM for signature by the City Manager advising them of the appointment of Mayor Herbes and City Manager Dulgar as representatives and Councilmember Carlson as alternate representative to AMM for the year 1991.  
ACTION TAKEN: Letter sent January 4, 1991.

## CITY CLERK

14. Consideration of the appointment of a representative to the Joint Water Commission for the year 1991.  
ACTION NEEDED: Notify Commission of Council appointment of Councilmember Langsdorf.  
ACTION TAKEN: Letter sent January 4, 1991.

## CITY CLERK

15. Consideration of the appointment of representatives to the Northwest Suburbs Cable Communications Commission for the year 1991.  
ACTION NEEDED: Notify Commission of Council appointments of Councilmember Irving and City Manager Dulgar for 1991.  
ACTION TAKEN: Letter sent January 4, 1991.

## CITY CLERK

16. Consideration of the designation of a representative and an alternate legislative contact person for 1991.  
ACTION NEEDED: Note appointment of City Manager Dulgar as representative and Mayor Herbes as alternate legislative contact person for 1991; notify AMM of Council appointments.  
ACTION TAKEN: Noted and letter to AMM sent January 4, 1991.

## CITY CLERK

17. Consideration of the appointment of a Commissioner and Alternate Commissioner on the Bassett Creek Flood Control Commission for a 3-year term.  
ACTION NEEDED: Notify Commission of appointment of City Engineer as Commissioner and Mayor as Alternate Commissioner.  
ACTION TAKEN: Letter dictated January 3, 1991; awaiting reply from City Attorney regarding new law requiring published notice of vacancy.

## CITY CLERK

18. Consideration of the appointment of a Commissioner and Alternate Commissioner on the Shingle Creek Watershed Management Commission for a 3-year term.  
ACTION NEEDED: Notify Commission of appointment of City Engineer as Commissioner and Mayor as Alternate Commissioner on the Commission.  
ACTION TAKEN: Letter dictated January 3, 1991; awaiting reply from City Attorney regarding new law requiring published notice of vacancy.
19. Appearance of Bill Morris of Decision Resources to discuss the community survey.  
ACTION NEEDED: No action needed.

ASSISTANT  
CITY MANAGER

20. Consideration of Proposals from Prosecuting Attorneys for Crystal 1991-92-93.  
ACTION NEEDED: Notify Rosenthal, Rondoni, MacMillan & Joyner, Ltd. of Council appointment and proceed with execution of contract.  
ACTION TAKEN: In process.

## CITY CLERK

21. Consideration of a Lawful Gambling Premise Permit for Catholic Eldercare at Knights of Columbus, 4947 West Broadway.  
ACTION NEEDED: Notify Catholic Eldercare of Council approval of premise permit; provide Catholic Eldercare with certified copy of resolution.  
ACTION TAKEN: Catholic Eldercare notified January 3, 1991; will pick up certified resolution.

## CITY CLERK

22. Consideration of the Second Reading of an Ordinance Amendment for Adjustment of Utility Rates.  
ACTION NEEDED: Send ordinance for publication.  
ACTION TAKEN: Faxed to Post Publications January 3, 1991.

## CITY ENGINEER

23. Consideration of an amendment of contract for Comp Plan Preparation with Hoisington Group, Inc.  
ACTION NEEDED: Contact Mr. Hoisington to appear at the next Council meeting to discuss the contract.  
ACTION TAKEN: Hoisington scheduled for next Council Meeting.

ASSISTANT  
MANAGER

24. Consideration of a policy for Health/Life Insurance contributions for regular full and part-time City employees who are called to active duty for military.  
ACTION NEEDED: Initiate policy as drafted and distribute as necessary.  
ACTION TAKEN: In process.

## CITY ENGINEER

25. The City Engineer gave a report on usage of municipal parking lots in Becker Park area.  
ACTION NEEDED: Contact business owners in the area regarding customer/employee parking in the municipal parking lots as a result of complaints of lack of customer parking space.  
ACTION TAKEN: Letter being written to businesses.



ADMINISTRATIVE  
SECRETARY

26. Consideration of the First Reading of an Ordinance Relating to Salaries of Members of the City Council.  
ACTION NEEDED: Place Second Reading on the January 15, 1991 City Council Meeting.  
ACTION TAKEN: Noted.

CITY CLERK

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