



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

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COUNCIL AGENDA

March 5, 1991

Pursuant to due call and notice thereof, the Regular meeting of the Crystal City Council was held on March 5, 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:

CouncilmembersP Carlson 7:14 P.M.P GrimesP HerbesA IrvingA JoselynP LangsdorfP MoravecStaffP DulgarP NorrisP KennedyP MonkP BarberP GeorgeP Gahman
P Bradden
P Hockett
P Jones

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

The Mayor proclaimed March 10 - 16, 1991 as Girl Scout Week in the City of Crystal.

1. The City Council considered the minutes of the Regular City Council Meeting of February 19, 1991.

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

to) the minutes of the Regular City Council Meeting of February 19, 1991.

Motion Carried.

CONSENT AGENDA

1. Set April 2, 1991, at 7:00 p.m., as the date and time for a public hearing to consider the proposed use of Year XVII Community Development Block Grant Funds.
2. Consideration of the Crystal Police Department holding its annual bicycle auction for the sale of unclaimed bicycles and other miscellaneous items on Saturday, April 20, at the City Garage, 6125 - 41st Avenue North with waiver of fee for the auctioneer's license and permission to post temporary signs.

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

Motion Carried.

REGULAR AGENDA

Councilmember Carlson Arrived (7:14 p.m.)

1. The City Council considered union contract for 1991 with the Crystal Communication Clerks and Local #320 and the City of Crystal.

Moved by Councilmember M and seconded by Councilmember L to (approve) (deny) (continue until _____ the discussion of) the 1991 union contract with the Crystal Communication Clerks and Local #320 and the City of Crystal.

Motion Carried.

(1 yr.)

2. The City Council considered renewal of insurance for 1991-92 policy year for workers' compensation, general liability, and automobile.

Cory Shavich, Insurance Agent appeared and was heard.

- A. Moved by Councilmember M and seconded by Councilmember L to (approve) (deny) (continue until _____ the discussion of) insurance renewal for the year 1991-92 for workers' compensation, general liability, and automobile with League of Minnesota Cities Insurance Trust (LMCIT) as recommended by the Assistant Manager.

Motion Carried.

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

RESOLUTION NO. 91-14

RESOLUTION RELATING TO WORKERS'
COMPENSATION FOR COUNCILMEMBERS

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

Motion carried, resolution declared adopted.

H/L to approve insurance renewal for workers' compensation for City staff as recommended by the Assistant Manager.

Motion Carried

par

Moved by

LMCIT Insurance - annual aggregate deduction of \$75,000
for all policies with the exception of workers comp
for 91-92 policy year.

Moved by

through LMCIT

Workers Compensation Insurance for 1991-92
excluding Boards & Commissioners.

3. The City Council considered a resolution authorizing the City of Crystal to join the Environmental Cities Coalition.

Moved by Councilmember M and seconded by Councilmember G to adopt the following resolution, the reading of which was dispensed with by unanimous consent; and appoint Councilmember Langedorf as the City of Crystal's liaison to the Coalition.

RESOLUTION NO. 91-15

RESOLUTION AUTHORIZING THE
CITY OF CRYSTAL TO JOIN THE
ENVIRONMENTAL CITIES COALITION

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

Motion carried, resolution declared adopted.

4. The City Council considered approval of new rental rates for Crystal Community Center. Don Meunier, President of Happy Face Square Dance Club appeared and was heard.

L/C to adopt the following resolution, the reading
of which

Resolution No. 91-16
Resolution Relating to Fees and
Charges: Amending Appendix IV to the City Code

Roll call: Aye: C, G, H, L, M
Absent: I, J.

Motion Carried, res. declared adopted.

5. The City Council considered an agreement with Hennepin County for maintenance of County Road 81 frontage roads.

Moved by Councilmember M and seconded by Councilmember G to (approve) (deny) (continue until _____ the discussion of) County Road Maintenance Agreement for County Road 81 as recommended by the City Engineer.

Motion Carried.

6. The City Council considered the City of New Hope's proposal for Joint Project of topographic mapping to include the west portion of Crystal.

Moved by Councilmember L and seconded by ^{Mayor} Councilmember H to (approve) (deny) (continue until _____ the discussion of) participation in a Joint Project with the City of New Hope and to contract with Horizons, Incorporated to prepare topographic mapping of the western 570 acres of Crystal at a cost not to exceed \$5,830, as recommended by the City Engineer, and *further, that the City of Crystal be made a participative part of the process.* Motion Carried.

7. The City Council considered a resolution approving removal of stop signs along streets proposed to be designated as part of Municipal State Aid System; and a resolution redesignating State Aid routes in Crystal.

*Bill - Notify schools of change in signage for patrol purposes
- Get mailing out to residents with intersection affected.*

*Don't put in
minutes*

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

RESOLUTION NO. 91-17

RESOLUTION APPROVING REMOVAL OF STOP SIGNS

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

Motion carried, resolution declared adopted.

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

RESOLUTION NO. 91-18

RESOLUTION REDESIGNATING STATE AID ROUTES IN CRYSTAL

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

Motion carried, resolution declared adopted.

7. The City Council considered a resolution approving removal of stop signs along streets proposed to be designated as part of Municipal State Aid System; and a resolution redesignating State Aid routes in Crystal.

*Bill - Notify schools of change in signage for patrol purposes
- Get mailing out to residents within 1 block of each intersection affected.*

- 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. 91-17

RESOLUTION APPROVING REMOVAL OF STOP SIGNS

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

Motion carried, resolution declared adopted.

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

RESOLUTION NO. 91-18

RESOLUTION REDESIGNATING STATE AID ROUTES IN CRYSTAL

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

Motion carried, resolution declared adopted.

8. The City Council considered a resolution authorizing the use of charitable gambling funds to acquire floor cleaner and an aerial lift.

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

RESOLUTION NO. 91-19

RESOLUTION APPROVING EXPENDITURE OF
CHARITABLE GAMBLING FUNDS FOR MAINTENANCE
EQUIPMENT FOR THE CRYSTAL COMMUNITY CENTER

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

Motion carried, resolution declared adopted.

Recess 8:27 p.m. - Reconvened 8:36 p.m.

9. The City Council considered the Second Reading of an Ordinance imposing a moratorium on sign ordinance variances.

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

ORDINANCE NO. 91-7

AN ORDINANCE RELATING TO SIGNS:
ESTABLISHING A MORATORIUM ON VARIANCES
UNDER CRYSTAL CITY CODE,
SUBSECTION 406.30

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

Motion Carried.

10. The City Council considered the Second Reading of an Ordinance repealing sections of the Code pertaining to Council per diem and term limitations of Advisory Commission members.

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

ORDINANCE NO. 91-8

AN ORDINANCE RELATING TO
CITY GOVERNMENT: REPEALING CRYSTAL
CITY CODE, SUBSECTIONS 210.09,
SUBDIVISION 4 AND 305.49

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

Motion Carried.

11. The City Council considered the Police/School Liaison Officer Program.

Staff-Mgr. - See if Fair School can be included

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

RESOLUTION NO. 91-20[?]

RESOLUTION *Supporting Special Legislation
for Special Levy to Fund School Liaison Officer Programs*

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

Motion carried, resolution declared adopted.

12. The City Council considered a general business license for the City of Crystal. *No action was taken.*

13. The City Council considered the appointment of two Councilmembers to meet with Robbinsdale to discuss sharing of services.

Moved by Councilmember M and seconded by Councilmember G to appointment Councilmember Langersdorf and Councilmember Mayor Herkes to meet with the City of Robbinsdale to discuss sharing of city services.

Motion Carried.

14. The City Council discussed the sponsorship of two Crystal residents (Paul Conrad Johnson and Richard Donald Sweet) who were casualties from the Vietnam conflict, for the Minnesota Vietnam Veterans' Memorial, Inc. (MVVM) which is a non-profit statewide effort to build a memorial on our State Capitol Mall to honor the Minnesotans who were killed in Vietnam, as well as those who are missing in action.

Staff was directed to draft a letter for Mayor's signature to American Legion and VFW ~~requesting~~ requesting funding for the memorial.

15. *The City Council considered a Charitable Gambling License Exemption for St. Joseph The Worker Church, 7180 Hemlock Lane, Maple Grove, and request for Waiver of the 30-day notice period to conduct a raffle for a fundraiser to be held at the Knights of Columbus Hall, 4947 W. Broadway on March 15, 1991.*

Moved by C.M. Langedaaf and seconded by ~~Mr~~ ^{Mayor} Herkes to waive the 30-day notice period to the State Gaming Division for St. Joseph The Worker Church, 7180 Hemlock Lane, Maple Grove, ~~Mn.~~ ^{Mn.}, for a raffle to be held at the Knights of Columbus Hall, 4947 W. Broadway on March 15, 1991, and direct staff to write a letter indicating so.

Open Forum

Motion Carried

Informal Discussion and Announcements

1. Discussion of Employee of the Month Award for the months of January, February, and March. - *Place on inf. dis. at March 19 meeting so it gets on cable T.V. (It was announced after cable went off the air)*
Staff directed to put picture of these employees in the Newsletter.

- Tax hearing - City Hall - March 7th
- Budget cuts - \$230,000 loss in State Aids
- Registration - April 10th Legislative Conference - if interested contact *staff*

Moved by Councilmember L and seconded by Councilmember G to approve the list of license applications.
Motion Carried.

Moved by Councilmember L and seconded by ^{Mayor} Councilmember H to adjourn the meeting.

Motion Carried.

Meeting adjourned at 9:00 p.m.

APPLICATIONS FOR LICENSE

March 5, 1991

GAS FITTERS LICENSE - \$30.25

Dependble Indoor Air Quality, 9500 Vincent Ave. N., Brooklyn Park, MN 55444

PLUMBER'S LICENSE - \$30.25

Galaxy Mechanical Contracting, Inc., 3151 101st Ave. NE., Blaine, MN 55434

Central Plumbing, 5700 Girard N., Brooklyn Center, MN 55430

PLUMBER'S LICENSE - \$30.25 - Renewals

Tomas/Suburban Plumbing, 4029 Penrod Lane, Minneapolis, MN 55421
Widmer, Inc., P.O. Box 219, St. Bonifacius, MN 55375

SIGN HANGER LICENSE - \$66.00

Gove Sign Cio., 10405 Bass Lake Road, Plymouth, MN 55442

SIGN LICENSE RENEWALS

| | |
|--|-------|
| Norcostco, 3203 Vera Cruz Ave. N. | 42.42 |
| Camdin Vacuum, 2716 Douglas Dr. N. | 15.00 |
| Northwestern Bell, 4700 Welcome Ave. N. | 15.00 |
| Northwestern Bell, 5421 Lakeside Ave. N. | 30.00 |

SIGN LICENSE RENEWALS - 50% PENALTY

| | |
|--|-------|
| Bebo Floor Covering, 6032 42nd Ave. N. | 22.50 |
| Edina Realty, 7340 32nd Ave. N. | 22.50 |
| Clean 'n Press, 4705 36th Ave. N. | 22.50 |

FOOD ESTABLISHMENT - Itinerant (Exempt)

Crystal Women of Today-Park & Rec. Dept. for a Bunny Supper
One Day Only March 27, 1991, at the Community Center.

REFUSE HAULER - One Addn'l Truck \$25.00

Browning Ferris Industries, one addn'l Recycling Truck
Eden Prairie, MN

PERMIT FOR WINE & BEER IN CRYSTAL PARK OR RELATED FACILITY:

Souchai Phommahoday, 6324 - 31st Ave. N., Crystal, MN for a wedding
reception at Crystal Community Center March 30, 1991 from 6 P.M. to
12:00 Midnight.

Included with packet for 3-5-91 council meeting:

Letter received 3-5-91 from Karen Ottinger re: Girl Scout Week Proclamation.

Minutes of Council Mtg. of 2-19-91.

Memo from Chief of Police re: Bicycle & Misc. Auction. dated 2-27-91.

Memo from Asst. Mgr. dated 2-26-91 re: 1991 Contract Crystal Communication Clerks and Local #320.

Memo from Asst. Mgr. dated 2-27-91 re: Insurance Renewal 1991-92 for Gen. Liab., Worker's Comp & Auto.

Memo from Recycling Coordinator dated 2-26-91 re: Environmental Cities Coalition.

Memo from Park & Rec. Director dated 2-27-91 re: 1991 Community Center Rental Rates.

Memo from City Engr. dated 2-27-91 re: Maint. Agreement on County Road 81.

Memo from City Engr. dated 2-26-91 re: Topographic Mapping.

Memo from City Engr. dated 2-26-91 re: State Aid Street Redesignations.

Memo from City Engr. dated 2-26-91 re: Maintenance Equipment for Community Center.

Ordinance relating to moratorium on sign variances.

Ordinance relating to repealing sections of Ordinance regarding Council per diem and Advisory Commission Terms.

Draft letter to representative re: funding police/school liaison officers.

Memo from City Clerk regarding General Business License dated 2-22-91.

Letter from Lakeville mayor re: MN Vietnam Veterans Memorial.

Letter dated 3-4-91 from Leslie A. Anderson re: waiver of 30-day notice to State for raffle to be held at K of C Hall for a Ron Metso benefit.

Letter from City Attorney dated 2-21-91 re: abstaining from voting on St. Raphael Church matters.

Hennepin Recycling Group meeting minutes of 1-17-91.

Minutes of the Human Relations Commission meeting of 1-28-91.

Minutes of the Environmental Quality Commission mtg. of 1-17-91.

City of Crystal 1991 Expenditure Report as of 1-31-91.

Letter to Howard M. Bard dated 2-20-91 from City Engr. re: parking at 6014-32 - 42nd Avenue North.

Memo from Fire Chief dated 2-27-91 re: Stairway Repair at South Fire Station.

Memo from North Metro Mayors Assoc. (Special Alert) dated 2-27-91 re: public hearing on transportation funding.

LMC Action Alert dated 2-25-91 re: Governor's budget cuts.

Park & Rec. Advisory Commission Agenda for 3-6-91.

AMM Bulletin dated 3-1-91 re: Governors Budget Analysis.

Memo from City Assessor dated 3-4-91 re: Crystal Tax Extension Rate 1991.

Letters From Readers section from the newspaper re: Cities taking a hit by Larry Bakken, Mayor of Golden Valley and Pres. of AMM.

Warlene

Memorandum

DATE: March 1, 1991
TO: Mayor and Council
FROM: Jerry Dulgar, City Manager
SUBJECT: Preliminary Agenda for the March 5, 1991 Council Meeting

Item 1: Public hearing on Community Development Block Grant Funds. We're required by federal and state government to have a public hearing regarding the expenditure of Community Development Block Grant Funds. We're requesting the Council to set April 2, 1991 at 7 p.m., as the date for that hearing. We'll provide you with information relative to how funds have been expended in the past, our recommendation for next year, etcetera before that meeting.

Regular Agenda:

Item 1: Consideration of union contract for 1991 with Communication Clerks and Local #320 and the City of Crystal. Please review Nancy's write up relative to this contract. You'll note in that contract that she indicates that they have requested a second year at 3 percent. They did talk to us about that before they proposed it and asked whether we would be receptive and we told them that we "might" be. However, between the time they made that proposal and this coming to the Council the Governor released his budget. Based on the information following the release of that budget, I would recommend to the Council that they **not** go for a two year contract. It seems to me that we could be in a position of freezing salaries or having very limited funds to grant salary increases next year. And, one settlement like this would set a precedence particularly for the police unions (who are eligible for binding arbitrations) to piggyback off that and go for the same kind of an increase. I've told the Business Agent I couldn't recommend the second year at 3 percent to the Council at this point in time. But, he asked that I bring it to the Council anyway and I did agree to do that.

Item 2: Consideration of renewal of insurance for 1991-92 policy year for workers' comp, general liability, and auto. Nancy is still putting together the proposals relative to this. We'll have it to present to the Council at the meeting or possibly to send out with the agenda.

Item 3: Consideration of a resolution authorizing the City of Crystal to join the Environmental Cities Coalition. I think you've probably read in the paper about the Environmental Cities Coalition and some positions that they have been advocating relative to environmental issues. The Environmental Quality

Commission asked us to consider joining this and I would think that we would want to as long as we are not obligated financially or otherwise.

Item 4: Consideration of approving new rental rates for the Community Center. The Park Department staff and other City staff in addition to the Park Commission has spent a lot of time working on revising the rental rates for the Community Center. You have a copy of the proposal before you and Park staff will be at the meeting to explain and to answer questions.

Item 6: Consideration of the City of New Hope's proposal for Joint Project for topographic mapping to include the west portion of Crystal. I would concur with Bill's recommendation that we go along with this so that we have the whole City mapped topographically.

Item 7: Consideration of a resolution approving removal of stop signs. It's one of the first steps needed for us to reallocate our State Aid mileage. I would recommend that we concur with Bill's recommendation and the State's requirements on this.

Item 8: Consideration of a resolution authorizing the use of charitable gambling funds to acquire floor cleaner and aerial lift. If we are going to be able to maintain the Community Center the way it should be and if we want it to stay in good condition over the years, we need equipment like this. I think this is a good use of funds like this. I'd recommend that we approve the request.

Item 11: Consideration of the Police/School Liaison Officer Program. You have some information in your packet relative to this. I hope to have an additional resolution and some other information by Tuesday that I'll probably have to pass out at the meeting. I did attend a meeting on Friday morning of all the City Managers in the School District and there was an agreement amongst them to pursue the program. The School District is supporting this program and I think it might go a long way in helping with some of the drug and juvenile problems in the whole School District if we could get a uniform school liaison program in the District.

Item 12: Consideration of a general business license for the City. Mayor Herbes asked that this be on the agenda again for the Council to discuss. After her request we did do a survey of other similar sized cities. The results of which are enclosed for your consideration.

Item 13: Consideration of the appointment of two Councilmembers to meet with Robbinsdale to discuss sharing of services. Robbinsdale City Manager Walt Fehst and I met last Friday to discuss requests and direction that he had received from his Council to talk to us about the possibility of sharing some city services. He and I thought it would be good if we would get two members from each Council and ourselves to sit down and explore some possibilities. As we go along we might want to bring in a neutral fifth as chairman to help put the package together. I'm

sure we will want to bring in staff people and other people to give us input and information. I can't really tell you a lot more now but I think it's worthwhile that we spend some time and effort visiting with them and possibly as we go along with the other cities as to how we might like to economize and streamline things by being more cooperative.

Item 14: Discussion of the sponsorship of two Crystal residents regarding the Vietnam Veterans' Memorial. I'd recommend that we try to get some of our local civic groups to sponsor these veterans and further the effort for the memorial. I really don't think the City is in a position to commit to spending any money on something like this at this point in time.

Have a nice weekend. See you next Tuesday.

js

COUNCIL AGENDA - SUMMARY

COUNCIL MEETING OF
March 5, 1991

Call to order

Roll call

Pledge of Allegiance to the Flag

Approval of the minutes of the regular meeting of February 19, 1991.

Consent Agenda

1. Set April 2, 1991, at 7:00 p.m., as the date and time for a public hearing to consider the proposed use of Year XVII Community Development Block Grant Funds.
2. Consideration of the Crystal Police Department holding its annual bicycle auction for the sale of unclaimed bicycles and other miscellaneous items on Saturday, April 20, at the City Garage, 6125 - 41st Avenue North with waiver of fee for the auctioneer's license and permission to post temporary signs.

Regular Agenda Items

1. Consideration of union contract for 1991 with Communication Clerks and Local #320 and the City of Crystal.
2. Consideration of renewal of insurance for 1991-92 policy year for workers' comp, general liability, and auto.
3. Consideration of a resolution authorizing the City of Crystal to join the Environmental Cities Coalition.
4. Consideration of approving new rental rates for the Community Center.
5. Consideration of the agreement with Hennepin County for maintenance of County Road 81 frontage roads.
6. Consideration of the City of New Hope's proposal for Joint Project for topographic mapping to include the west portion of Crystal.

7. Consideration of a resolution approving removal of stop signs along streets proposed to be designated as part of Municipal State Aid System; and a resolution redesignating State Aid routes in Crystal.
8. Consideration of a resolution authorizing the use of charitable gambling funds to acquire floor cleaner and aerial lift.
9. Consideration of the Second Reading of an Ordinance imposing a moratorium on sign ordinance variances.
10. Consideration of the Second Reading of an Ordinance repealing sections of the Code pertaining to Council per diem and term limitations of Advisory Commission members.
11. Consideration of the Police/School Liaison Officer Program.
12. Consideration of a general business license for the City.
13. Consideration of the appointment of two Councilmembers to meet with Robbinsdale to discuss sharing of services.
14. Discussion of the sponsorship of two Crystal residents (Paul Conrad Johnson and Richard Donald Sweet) who were casualties from the Vietnam conflict, for the Minnesota Vietnam Veterans' Memorial, Inc. (MVVM) which is a non-profit statewide effort to build a memorial on our State Capitol Mall to honor the Minnesotans who were killed in Vietnam, as well as those who are missing in action.

Open Forum

Informal Discussion and Announcements

1. Discussion of Employee of the Month Award for the months of January, February, and March.

Licenses

Adjournment

APPLICATIONS FOR LICENSE

March 5, 1991

GAS FITTERS LICENSE - \$30.25

Dependble Indoor Air Quality, 9500 Vincent Ave. N., Brooklyn Park, MN 55444

PLUMBER'S LICENSE - \$30.25

Galaxy Mechanical Contractoring, Inc., 3151 101st Ave. NE., Blaine, MN 55434

Central Plumbing, 5700 Girard N., Brooklyn Center, MN 55430

PLUMBER'S LICENSE - \$30.25 - Renewals

Tomas/Suburban Plumbing, 4029 Penrod Lane, Minneapolis, MN 55421

Widmer, Inc., P.O. Box 219, St. Bonifacius, MN 55375

SIGN HANGER LICENSE - \$66.00

Gove Sign Cio., 10405 Bass Lake Road, Plymouth, MN 55442

SIGN LICENSE RENEWALS

| | |
|--|-------|
| Norcostco, 3203 Vera Cruz Ave. N. | 42.42 |
| Camdin Vacuum, 2716 Douglas Dr. N. | 15.00 |
| Northwestern Bell, 4700 Welcome Ave. N. | 15.00 |
| Northwestern Bell, 5421 Lakeside Ave. N. | 30.00 |

SIGN LICENSE RENEWALS - 50% PENALTY

| | |
|--|-------|
| Bebo Floor Covering, 6032 42nd Ave. N. | 22.50 |
| Edina Realty, 7340 32nd Ave. N. | 22.50 |
| Clean 'n Press, 4705 36th Ave. N. | 22.50 |

FOOD ESTABLISHMENT - Itinerant (Exempt)

Crystal Women of Today-Park & Rec. Dept. for a Bunny Supper
One Day Only March 27, 1991, at the Community Center.

REFUSE HAULER - One Addn'l Truck \$25.00

Browning Ferris Industries, one addn'l Recycling Truck
Eden Prairie, MN

Received 3-5-91
D.H.

Mayor Herbes
City of Crystal,

The girls and leaders
of Girl Scout Troop 1026 request
that the City of Crystal officially
proclaim the Week of March
10-16, 1991 to be Girl Scout
Week in our City.

Thank You

Karen Ottinger Leader
537 2192



CITY of CRYSTAL

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

ADMINISTRATIVE OFFICE

PROCLAMATION

WHEREAS, Girl Scouts of the United States of America recognizes that today's girls will be tomorrow's leaders; and

WHEREAS, Girl Scouts of the United States of America is the largest voluntary organization for girls in the world and draws upon a large resource of positive adult role models; and

WHEREAS, The Girl Scout Movement continues to emphasize leadership and personal and career development for girls; and

WHEREAS, Our community and world will be the direct beneficiaries of the skilled young women who are Girl Scouts;

NOW, THEREFORE, I, Betty Herbes, The Mayor of the City of Crystal do hereby proclaim the Week of March 10-16, 1991 to be

GIRL SCOUT WEEK

in the City of Crystal.

Mayor

date

February 19, 1991

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Pursuant to due call and notice thereof, the Regular meeting of the Crystal City Council was held on February 19, 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, Grimes, Herbes, Irving, Joselyn, Langsdorf; absent: Moravec. Also in attendance were the following staff members: Jerry Dulgar, City Manager; Anne Norris, Community Development Director; 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 February 5, 1991.

Moved by Councilmember Langsdorf and seconded by Councilmember Irving to approve the minutes of the Regular City Council Meeting of February 5, 1991 with the following exception, change the word "Councilmember" to "Mayor" in any motions made or seconded by Mayor Herbes.

Motion Carried.

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

1. The City Council considered an application for a conditional use permit to allow expansion to an existing church in R-1 Zoning District; authorization to issue a building permit; and, site improvement agreement for expansion as requested by Thomas R. Fursman for St. Raphaels' Church, 7301 - 56th Avenue North. Those appearing and heard were: Thomas Fursman, St. Raphaels' Church; Dick Brownlee of Station 19 Architects, representing St. Raphaels' Church.
- A. Moved by Councilmember Irving and seconded by Councilmember Carlson to approve as recommended by and based on the findings of fact of the Planning Commission a conditional use permit to allow an expansion in an R-1 (Single Family Residential) District (Section 515.19, Subdivision 4 c) at 7301 - 56th Avenue North.

By roll call and voting aye: Carlson, Irving, Joselyn, Langsdorf; absent, not voting: Moravec; abstaining: Grimes, Herbes.

Motion Carried.

- B. Moved by Councilmember Carlson and seconded by Councilmember Langsdorf to approve as recommended by the Planning Commission authorization to issue a building permit for an expansion at

February 19, 1991

page 730

St. Raphaels' Church located at 7310 - 56th Avenue North,
subject to standard procedure.

By roll call and voting aye: Irving, Joselyn, Langsdorf,
Carlson; absent, not voting: Moravec; abstaining: Grimes,
Herbes.

Motion Carried.

- C. Moved by Councilmember Carlson and seconded by Councilmember Langsdorf to approve site improvement agreement for the expansion of St. Raphaels' Church, 7301 - 56th Avenue North, as recommended by the Public Works Director.

By roll call and voting aye: Irving, Joselyn, Langsdorf,
Carlson; absent, not voting: Moravec; abstaining: Grimes,
Herbes.

Motion Carried.

2. Consideration of the appointment of Edward Brandeen, Park & Recreation Director, as the Assistant City Weed Inspector for 1991.

Moved by Councilmember Carlson and seconded by Councilmember Irving to appoint Edward Brandeen, Park & Recreation Director, as the Assistant City Weed Inspector for 1991.

Motion Carried.

3. The City Council considered the Second Reading of an Ordinance amending Ordinance #90-22 relating to the City Charter.

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

ORDINANCE NO. 91-3

AN ORDINANCE RELATING TO CITY GOVERNMENT:
AMENDING ORDINANCE #90-22

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

Motion Carried.

4. The City Council considered the Second Reading of a Personnel Ordinance, Employee Review Committee, and Personnel Rules and Regulations.

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

ORDINANCE NO. 91-4

AN ORDINANCE RELATING TO PERSONNEL
ADMINISTRATION: RULES AND REGULATIONS:
AMENDING CRYSTAL CITY CODE BY ADDING
SECTIONS: AMENDING CRYSTAL CITY CODE,

February 19, 1991

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SUBSECTION 315.07, SUBDIVISION 8:
REPEALING CRYSTAL CITY CODE, SECTION 310

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

Motion Carried.

5. The City Council considered the Second Reading of an Ordinance relating to law enforcement on Twin Lakes.

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

ORDINANCE NO. 91-5

AN ORDINANCE RELATING TO LAW ENFORCEMENT:
TWIN LAKES: AMENDING CRYSTAL CITY CODE,
SECTION 960 BY ADDING A SUBSECTION,
AND: AMENDING SUBSECTION 960.07

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

Motion Carried.

6. The City Council considered the Second Reading of an Ordinance to rezone 3431 Douglas Drive from R-3 (Medium Density Residential) District to a R-4 (High Density Residential) District.

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

ORDINANCE NO. 91-6

AN ORDINANCE RELATING TO ZONING:
CHANGING THE USE CLASSIFICATION OF
CERTAIN LANDS

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

Motion Carried.

7. The City Council considered the First Reading of an Ordinance repealing sections of the Code pertaining to Council per diem and term limitations of Advisory Commission members.

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

ORDINANCE NO. 91-

AN ORDINANCE RELATING TO CITY
GOVERNMENT: REPEALING CRYSTAL CITY CODE,
SUBSECTIONS 210.09, SUBDIVISION 4 AND 305.49

and further, that the second and final reading be held on

February 19, 1991

page 732

March 5, 1991.

Motion Carried.

8. The City Council considered House File 127 and Other 13th Check Developments at the 1991 Legislative Session.

Moved by Councilmember Grimes and seconded by Councilmember Joselyn to direct staff to send a letter in opposition to House File 127 regarding 13th Check that is before the Legislature during the 1991 Session.

Motion Carried.

9. The City Council considered a resolution approving an amendment to the LOGIS Joint Powers Agreement.

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

RESOLUTION NO. 91-10

RESOLUTION RELATING TO LOCAL GOVERNMENT
INFORMATION SYSTEM (LOGIS): APPROVING AN
AMENDMENT TO THE JOINT AND COOPERATIVE AGREEMENT

By roll call and voting aye: Carlson, Grimes, Herbes, Irving, Joselyn, Langsdorf; absent, not voting: Moravec. Motion carried, resolution declared adopted.

10. The City Council considered a resolution relating to Fiscal Disparities.

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

RESOLUTION NO. 91-11

RESOLUTION RELATING TO FISCAL DISPARITIES

By roll call and voting aye: Grimes, Herbes, Irving, Joselyn, Langsdorf, Carlson; absent, not voting: Moravec. Motion carried, resolution declared adopted.

11. The City Council considered a Feasibility Study and setting a public hearing for 7:00 p.m., March 19, 1991, regarding a joint alley project with Robbinsdale for concrete alley paving between Welcome and Vera Cruz Avenues from the Crystal boundary to 43rd Avenue North.

- A. Moved by Councilmember Joselyn and seconded by Councilmember Grimes to accept a Feasibility Study for a joint alley project with Robbinsdale for concrete alley paving between Welcome and

February 19, 1991

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Vera Cruz Avenues from the Crystal boundary to 43rd Avenue North.

Motion Carried.

- B. Moved by Councilmember Irving and seconded by Councilmember Joselyn to set 7:00 p.m., March 19, 1991, as the date and time for a public hearing at which time the City Council will consider a joint alley project with Robbinsdale for concrete alley paving between Welcome and Vera Cruz Avenues from the Crystal boundary to 43rd Avenue North.

Motion Carried.

12. The City Council reviewed State Aid requirements for redesignation of Municipal State Aid Street System. Those appearing and heard were: David Anderson, Crystal Planning Commission.

Moved by Councilmember Irving and seconded by Councilmember Joselyn to direct staff to bring this item back in proper form for action by the City Council.

Motion Carried.

The Mayor called a recess at 8:05 p.m. and the meeting was reconvened at 8:15 p.m.

13. The City Council considered appointments for Bassett Creek Watershed Commission and Shingle Creek Watershed Commission.

Moved by Councilmember Joselyn and seconded by Councilmember Langsdorf to appoint the Public Works Director (William Monk) as the representative and Mayor Herbes as the alternate on the Bassett Creek and Shingle Creek Water Shed Commissions.

Motion Carried.

14. Consideration of a resolution for 36th Avenue width variance to MSA Standards.

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

RESOLUTION NO. 91-12

RESOLUTION REQUESTING MSA WIDTH VARIANCE
FOR RECONSTRUCTION OF 36TH AVENUE

By roll call and voting aye: Herbes, Irving, Joselyn, Langsdorf, Carlson, Grimes; absent, not voting: Moravec.
Motion carried, resolution declared adopted.

15. The City Council considered the First Reading of an Ordinance imposing a moratorium on sign ordinance variances and a companion resolution on the same subject.

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- A. Moved by Councilmember Joselyn and seconded by Councilmember Irving to adopt the following ordinance:

ORDINANCE NO. 91-

AN ORDINANCE RELATING TO SIGNS:
ESTABLISHING A MORATORIUM ON VARIANCES
UNDER CRYSTAL CITY CODE,
SUBSECTION 406.30

and further, that be the second and final reading be held on March 5, 1991.

By roll call and voting aye: Irving, Joselyn, Langsdorf, Grimes, Herbes; voting no: Carlson; absent, not voting: Moravec.

Motion Carried.

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

RESOLUTION NO. 91-13

RESOLUTION RELATING TO SIGNS:
ESTABLISHING A MORATORIUM ON VARIANCES
UNDER CRYSTAL CITY CODE,
SUBSECTION 406.30

By roll call and voting aye: Joselyn, Langsdorf, Grimes, Herbes, Irving; voting no: Carlson; absent, not voting: Moravec. Motion carried, resolution declared adopted.

16. The City Council considered a Charitable Gambling License Exemption for Friends of Ron Metso to conduct a raffle for a fund raiser to be held at the Knights of Columbus Hall, 4947 West Broadway, on March 15, 1991.

Moved by Councilmember Irving and seconded by Councilmember Grimes to waive the 30-day notice period to the State Gaming Division and direct staff to write a letter indicating so.

Motion Carried.

Moved by Councilmember Langsdorf and seconded by Councilmember Irving to approve the list of license applications as submitted by the City Clerk to the City Council with the addition of Crystal Tree Service license, 3417 Yates Avenue North, a list of which is on file in the office of the City Clerk, and further, that such list be incorporated into and made a part of this motion as though set forth in full herein.

Motion Carried.

Moved by Councilmember Irving and seconded by Councilmember

February 19, 1991

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Langsdorf to adjourn the meeting.

Motion Carried.

Meeting adjourned at 8:40 p.m.

Mayor

ATTEST:

City Clerk

CITY OF CRYSTAL
POLICE DEPARTMENT

MEMORANDUM

DATE: February 27, 1991

TO: Jerry Dulgar, City Manager

FROM: James Mossey, Chief of Police

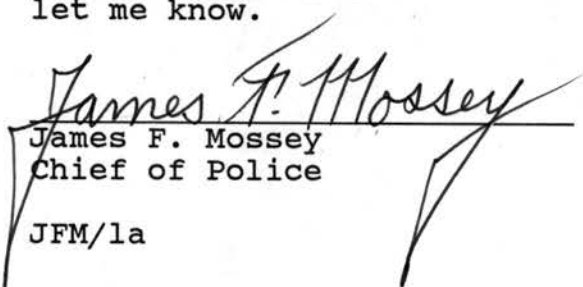
SUBJECT: Bicycle and Miscellaneous Auction

The bicycle auction is fast approaching and there are some administrative details that need to be addressed.

One, we would like the City Council to waive the auctioneer's fee for this auction which will be held on April 20, 1991. In waiving this fee those costs will not be passed on to the City through what the auctioneer charges us. Secondly, we are requesting use of the city garage at 6125 41st Avenue North on Saturday, April 20, 1991 to conduct this action. Thirdly, we are requesting that the Council allow us to put up temporary signs directing the public to the city garage as we have done in the past.

As you know, this auction includes not only items from the police department but some pieces of equipment the city wishes to auction off. The different city departments should notify Jerry Botko if they have items they wish to have auctioned.

If you have any questions or need more information, please let me know.


James F. Mossey
Chief of Police

JFM/la

Memorandum

DATE: February 26, 1991
TO: Jerry Dulgar, City Manager
FROM: Nancy Gohman, Assistant Manager
SUBJECT: Contract 1991 Crystal Communication Clerks and
Local #320

We have reached a settlement for 1991 with our Police Dispatch Local #320. The contract changes are as follows.

1. 13.7 Comp time
Delete the language not allowing to carry comp time past December 31st of any year.
2. Insurance
Increase insurance to a maximum of \$245 per month per employee in 1991 towards health and life insurance; up to \$15 as the maximum amount that may be used for dental insurance (1990 insurance was \$220 per month).
3. Wages
 - a. Increase wages 4 percent. Two wage scales set. One wage scale for existing employees and new wage scale for new hires effective 1-1-91. Wages retroactive to 1-1-91.

| <u>Length of Employment</u> | <u>Hourly Wage Base Rate</u> | |
|-----------------------------|------------------------------|---------------------------------------|
| | <u>Hourly Wage Base Rate</u> | <u>For New Hires Effective 1-1-91</u> |
| Start | ----- | \$10.13 |
| After 6 Months | ----- | \$10.78 |
| After 12 Months | \$11.97 | \$11.43 |
| After 24 Months | \$12.55 | \$12.08 |
| After 36 Months | \$13.12 | \$12.73 |
| After 48 Months | \$13.38 | \$13.38 |

- b. The dispatchers have also asked for 3% increase for 1992.

4. Sick Leave

Eliminate language referring 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's no maximum accumulation of sick leave.

5. Severance

Increase severance to 40 percent.

I recommend we forward this to Council for their approval on March 5th.

NG/js

Memorandum

DATE: February 27, 1991
TO: Jerry Dulgar, City Manager
FROM: Nancy Gohman, Assistant Manager
SUBJECT: Insurance Renewal 1991 - 1992
General Liability, Auto, Workers' Compensation

I have received premium quotes for renewal for insurance for 1991-1992 from the League. As you know, our insurance policies expire March 4, 1991 at midnight. In order to continue coverage I have requested that LMCIT bind the coverage until formal approval by Council.

Insurance Premium/Dividend Summary

Also attached is a premium summary from 1980 to the present year. We switched from Home Insurance to LMCIT in the 1986-87 policy year. Since working with the League we have received some good insurance dividends back. There are two main reasons we receive dividends back from the League.

1. The League of Minnesota Cities Insurance Group as a whole is doing well and distributes money back to each participant.
2. The City of Crystal is doing a good job holding down losses and receives premium refunds in the Workers' Compensation and General Liability area.

LMCIT Premium Quote

| | <u>March 1991 - March 92</u> | <u>Budget 1991</u> |
|--------------------|------------------------------|------------------------|
| Workers Comp: | \$ 157,361 | \$146,500 |
| General Liability: | \$ 174,964 | \$175,000 |
| Auto: | \$ 36,321 | \$ 41,600 |
| TOTAL: | \$ 368,646 | \$363,100 |

Insurance Summary

Workers' Compensation

Insurance rates for workers' compensation increased by an average of 5 percent from 1990, along with an average 4 percent salary increase. Our workers' compensation injuries were lower in 1990 compared to 1989. But when insurance rates are set, the underwriters review claims for three years, not including your most recent year, in order to determine premiums. To determine 1991-92 premiums, the underwriters will review all costs incurred and reserved in claims for 1989-90, 1988-89 and 1987-88.

General Liability

Based on past costs incurred and reserved.

Auto

Based on past costs incurred and reserved.

Recommendation

Cary Shaich, our agent from the Towle Company, and I will be present at the Council meeting to answer questions regarding insurance.

NG/js

RESOLUTION NO. 91-

RESOLUTION RELATING TO WORKERS' COMPENSATION
FOR COUNCILMEMBERS

WHEREAS, Minnesota Statutes, Section 176.011, Subdivison 9 (5) enables elected officials of cities to be covered by the Workers' Compensation Act; and

WHEREAS, the City Council's intent is that its members be included as employees;

NOW, THEREFORE BE IT RESOLVED, that the Council restates and reaffirms its intention that City Councilmembers of the City of Crystal be covered by the Minnesota Workers' Compensation Act.

Adopted by the City Council this 5th day of March, 1991.

Mayor

ATTEST:

City Clerk

01-Mar-91

CITY OF CRYSTAL INSURANCE PREMIUM SUMMARY

N. GOHMAN

| YEAR | GENERAL LIABILITY | AUTO | WORKER'S COMP | TOTAL COSTS | EXPERIENCE MOD | INSURANCE DIVIDEND | | TOTAL INS. COST - DIVIDEND |
|---------|----------------------|----------|------------------|----------------|-------------------|----------------------|------------------|-------------------------------|
| | | | | | | General Liability | Worker's Comp | |
| 1991-92 | \$174,964 | \$36,321 | \$157,361 | \$368,646 | 0.97 | | | |
| 1990-91 | \$167,608 | \$39,971 | \$140,875 | \$348,454 | 1.00 | \$41,714 | \$53,902 | \$252,838 |
| 1989-90 | \$183,490 | \$33,611 | \$140,311 | \$357,412 | 0.85 | \$40,924 | \$0 | \$316,488 |
| 1988-89 | \$172,269 | \$31,289 | \$127,707 | \$331,265 | 0.74 | \$34,173 | \$19,984 | \$277,108 |
| 1987-88 | \$195,538 | \$28,597 | \$127,707 | \$351,842 | 0.86 | \$29,412 | \$10,188 | \$312,242 |
| 1986-87 | \$190,861 | \$38,507 | \$149,054 | \$378,422 | 0.86 | \$0 | \$0 | \$378,422 |
| 1985-86 | \$65,119 | \$30,647 | \$143,506 | \$239,272 | 1.12 | \$0 | \$0 | \$239,272 |
| 1984-85 | \$46,381 | \$22,917 | \$79,474 | \$148,772 | 1.34 | \$0 | \$0 | \$148,772 |
| 1983-84 | \$29,521 | \$23,032 | \$108,583 | \$161,136 | 1.34 | \$33,947 | \$0 | \$127,189 |
| 1982-83 | \$33,332 | \$20,629 | \$106,985 | \$160,946 | 1.25 | \$13,515 | \$0 | \$147,431 |
| 1981-82 | \$34,544 | \$22,200 | \$93,364 | \$150,108 | 1.22 | \$21,968 | \$0 | \$128,140 |
| 1980-81 | \$46,026 | \$38,285 | \$108,609 | \$192,920 | 1.49 | \$0 | \$0 | \$192,920 |
| 1979-80 | | | | | 1.47 | ? | ? | |

(1986 to present LMCIT, 1979 - 1986 Home Insurance)

Waterslide Insurance

| | |
|---------|---------|
| 1991-92 | \$4,000 |
| 1990-91 | \$3,000 |

City of Crystal
Memorandum

DATE: March 4, 1991
TO: Jerry Dulgar, City Manager
FROM: Nancy Gohman, Assistant Manager *Nancy*
RE: Insurance Renewal 1991-92
Premium Costs/Large Deductible

After further working with the League of Minnesota Cities Insurance Trust Group, one other option for possible premium reductions in all areas except Workers' Comp is available. This option is the "annual aggregate deductible" approach.

Under this option, the City of Crystal's deductible would rise to a \$75,000 "capping" of the City's annual exposure (losses). This means Crystal would pay out the first \$75,000 in claims during the policy year.

With an insurance program which has a large deductible, the City would save approximately \$89,000 in initial premium costs. Meaning, our premium would be lowered by \$89,000. But, we would have to set aside a fund of \$75,000 to enable us to fund insurance expenses paid to claims under this "annual aggregate deductible" approach. This means the City would save approximately \$14,000 in premiums for the 1991-92 policy year.

Since our insurance runs March to March each year, I would recommend a separate "Insurance Fund" be set aside in PIR Part B to ensure money is available to pay insurance claims to a maximum of \$75,000. Money to set up such a fund is available in the 1991 budget under our insurance accounts. The Council would need to establish such an insurance account and transfer \$75,000 from the 1991 General Budget - Insurance to this specific Insurance PIR Fund.

There is also a possibility of long-term insurance savings in the general budget. Since the base premium will be lowered in the general budget, our future budgeting for insurance could possibly be held down if claims paid out are held at a minimum. But, as with any other fund, the flip side is that each year costs rise and claims paid out are adjusted accordingly with inflation, costs incurred, legal fees and court settlements.

It appears that selecting the "annual aggregate deduction" option to a maximum for 1991-92 and setting up an Insurance PIR Fund is an advantage to the City. I recommend the Council adopt this plan for 1991-92.

M E M O R A N D U M

DATE: February 26, 1991
TO: Jerry Dulgar, City Manager
FROM: Julie Jones, Recycling Coordinator
SUBJECT: Opportunity to Join Environmental
Cities Coalition

Over the past two months, the Crystal Environmental Quality Commission has been investigating the possibility of the City of Crystal joining the Environmental Cities Coalition. The Environmental Cities Coalition is made up of a group of cities interested in addressing local efforts to deal with three core areas of environmental protection: water quality, solid waste, and air quality.

After investigating recent activities of the Environmental Cities Coalition, the Environmental Quality Commission passed a motion at their regular February meeting suggesting that the City of Crystal join the Environmental Cities Coalition. In order to join the Coalition, the City of Crystal must pass a resolution and designate a liaison to the Coalition. There is no obligation to approve all activities of the Coalition or to pay due to the Coalition.

The Environmental Quality Commission strongly recommended that Councilmember Pauline Langsdorf be appointed as Crystal's liaison to the Environmental Cities Coalition due to her expertise in this area. They further recommended that the attached resolution be approved by the Crystal City Council at their next meeting, which is based on a resolution developed by the City of St. Paul.

JJ:jt
Encl.

ENVIRONMENTAL CITIES COALITION

For additional information contact
Bob Cudahy 298-4473
fax 298-5030

December 12, 1990

*****PRESS RELEASE***PRESS RELEASE***PRESS RELEASE*****

MINNESOTA CITIES FORM ENVIRONMENTAL CITIES COALITION, ANNOUNCE PLANS FOR LOCAL ENVIRONMENTAL INITIATIVES

City officials representing 16 cities from around Minnesota announced today that they have joined together to form an environmental group called the Environmental Cities Coalition (ECO). Acting Chair Bob Long, Councilmember from St. Paul, said that ECO has been meeting together for the past several months and plans to introduce a package of environmental initiatives in the next few weeks. The package consists of four ordinances concerning mandatory recycling, city procurement of recycled and recyclable materials, a sales ban on dish washing detergents that contain high levels of phosphorous, and a prohibition on the sale and use of lawn fertilizers that contain high phosphorous levels.

The environmental package is the first step in what ECO members describe as a local effort to deal with three core areas of environmental protection: water quality, solid waste abatement, and air quality. Although some of the ECO cities have already adopted some of these ordinances and others may pass them in the form of resolutions, ECO plans to have its legislative initiatives in place in member cities in the next several months. Following passage of these proposals, ECO plans to begin work on other local environmental initiatives including local plans to improve air quality and minimize global warming by reducing carbon dioxide (CO₂) emissions through various transportation and energy conservation policies. ECO is also discussing local regulations of door-to-door distribution of non-recyclable paper products, including phone books.

ECO is made up of cities from around the state including Arden Hills, Coon Rapids, Cottage Grove, Duluth, Eagan, Falcon Heights, Golden Valley, Inver Grove Heights, Mankato, Minneapolis, Minnetonka, Plymouth, Robbinsdale, Shoreview, St. Louis Park, and St. Paul. These cities have passed resolutions supporting the work ECO is doing, although no city is required to participate in every action the group takes. In addition, elected officials from Apple Valley, Bloomington, Hastings, Red Wing, Shakopee, and Winona have expressed an interest in working with ECO. Members meet monthly to exchange ideas and work to shape policy. In the future ECO plans to take its local initiatives to the capitol to seek state wide environmental protection legislation based on the cities ordinances.

*****PRESS RELEASE***PRESS RELEASE***PRESS RELEASE*****

ENVIRONMENTAL CITIES COALITION MEMBER STATUS

CITIES THAT HAVE PASSED OR ARE PASSING RESOLUTIONS JOINING ECO

| | |
|---------------------|--------------------------------|
| Saint Paul | Councilmember Bob Long* |
| Arden Hills | Mayor Tom Sather |
| Coon Rapids | Mayor Rick Reiter |
| Cottage Grove | Mayor Dick Peterson |
| Duluth | Mayor John Fedo |
| | Councilmember Frank Jewell |
| | Councilmember Yvonne Prettnner |
| Eagan | Mayor Tom Egan |
| Falcon Heights | Mayor Tom Baldwin |
| Golden Valley | Councilmember Larry Bakken |
| Inver Grove Heights | Councilmember Bob Pollock |
| Mankato | Councilmember Mick Davis |
| Minneapolis | Councilmember Joan Campbell |
| Minnetonka | Councilmember Karen Anderson |
| Plymouth | Councilmember Maria Vasiliou |
| Robbinsdale | Councilmember Bill Blonigan |
| St. Louis Park | Councilmember Allen Friedman |
| Shoreview | Mayor Dick Wedell |

ELECTED OFFICIALS EXPRESSING INTEREST FROM CITIES THAT HAVE NOT YET PASSED A RESOLUTION JOINING ECO

| | |
|--------------|--------------------------------|
| Apple Valley | Councilmember Barbara Savanick |
| Bloomington | Mayor Neil Peterson |
| | Councilmember Mark Mahon |
| Hastings | Mayor Lu Stoffel |
| Red Wing | Councilmember Randy McLaughlin |
| Shakopee | Mayor Gary Laurent |
| | Councilmember Gloria Verling |
| Winona | Mayor Tom Slaggie |

* Acting Chair

RESOLUTION NO. 91 - _____

A RESOLUTION AUTHORIZING THE CITY OF CRYSTAL
TO JOIN THE ENVIRONMENTAL CITIES COALITION

WHEREAS, the City of Crystal recognizes its leadership role in protecting the environment of those people living and working within the City; and

WHEREAS, the City has become frustrated with the length of time it takes the federal and state governments to act on many pressing environmental concerns; and

WHEREAS, the City recognizes that there is a need for governmental bodies to act quickly on many of the environmental problems facing them; and

WHEREAS, the City recognizes that local environmental initiatives often have a more immediate impact on the environment than those initiatives passed at higher levels of government; and

WHEREAS, the City understands that there is a need by business, other governmental bodies, and the public for uniform regulations across the state; and

WHEREAS, the City believes that one way to obtain this type of uniform regulation is to work closely with other cities in such a way as to coordinate the environmental legislation passed in these cities; and

WHEREAS, the City also believes that this type of inter-city cooperation may act to stimulate state environmental legislation dealing with the topics addressed by the cities and in a form acceptable to the cities;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Crystal, Minnesota, authorizes the City to join the Environmental Cities Coalition to participate in its decision making processes, and to share information with other group members; and

BE IT FURTHER RESOLVED, that the City Council understands that, although the decisions of the group are not binding to the City, the City has a commitment to participate actively in the activities of the group to the fullest extent possible.

Approved this ____ day of March, 1991.

Mayor

Attest:

City Clerk

City of Crystal

Memorandum

DATE: Wednesday February 27, 1991
TO: Jerry Dulgar, City Manager
FROM: Edward Brandeen, Park and Recreation Director
SUBJECT: 1991 Community Center Rental Rates

Attached please find the following items:

- Rental rates recommendations - narrative.

- Proposed 1991 Community Center rental rates/current rates in effect.

- Recommendation on proposed rates from Park & Recreation Advisory Commission.

- Supporting information/explanations.

- Comparison by facility of proposed 1991 and current rates.

- Examples of proposed rate impact on groups currently meeting.

- Examples of city costs incurred.

- Impact of proposed rates on 1991 anticipated income.

- Information on rental rates of other cities.

In past few months, the Park and Recreation staff has been working on restructuring the Community Center rental rates. This restructuring is needed to better define the various rental groups as well as to charge these groups for the costs incurred in using the building..

The Park and Recreation Advisory Commission as well as city staff have reviewed the working document and their recommendations were incorporated into this final draft.

The final document was reviewed by the Park and Recreation Advisory Commission, who recommended acceptance of these rates at their February 6 regular meeting. I would request that the Crystal Community Center rental rate restructure be placed on the City Council agenda for their approval at the Tuesday March 5, 1991 meeting. If approved, these new rates would go into effect with any rentals processed beginning March 11, 1991.

These rental rates would be reviewed by the staff and Park and Recreation Advisory Commission in January 1992.

COMMUNITY CENTER RENTAL RATES RECOMMENDATIONS - 1991

OBJECTIVES:

To reorganize the rental categories to better define the types of groups that are using the building.

To better define rental rates.

To reorganize the rental rates to reflect real costs of time involved for each rental.

To recommend a provision for a "building fund" that a portion of each rental would be assigned, that the money would be strictly used for emergency building repair and renovation.

OBJECTIVE ONE: To reorganize the rental categories to better define the types of groups that are using the building.

The current 1990 rental categories are:

- 1 - City sponsored and city youth non-profit
- 2 - Civic and non-profit groups, other governmental, city sponsored adult teams/groups.
- 3 - Crystal resident for private parties; city commercial organizations and individuals and city private industry.
- 4 - Non-residents

The main problem with the categories has been with category 2. A number of requests are received from many groups holding non-profit status, that may not necessarily be specifically Crystal groups or community service oriented. The proposed rate structure has the non-profit groups divided into 3 areas.

The proposed 1991 rental categories would be:

- 1 - City of Crystal sponsored activities
- 2 - Crystal youth non-profit groups; Crystal sponsored adult teams/groups; governmental agencies including school district 281.
- 3 - Crystal non-profit community service organizations/clubs.
- 4 - Crystal residents for private parties, Crystal commercial and private organizations and individuals. Other non-profit organizations; Churches.
- 5 - Non-resident events

Also, since many groups charge admission for their events held at the Crystal Community Center, the new rates would provide that a group charging admission to their event would be moved up one rental category. For example, a spaghetti dinner sponsored by the Women of Today that would have an admission charge would now be a category 4 rather than a category 3 rental. The permit application form would include a question regarding admission charge.

OBJECTIVE 2: To better define rental rates.

Again, the main problems lie with the 1990 Category 2 rentals. The rates are listed as hourly, however with the no charge rate for non-profit groups, a non-profit groups could have a 2 hour meeting or an 8 hour meeting and not be charged. In addition, a non-profit group could meet weekly with each meeting being 4 hours and meet all year long and not be charged. The recommendation here is twofold:

1. Incorporate a definition of a meeting. For the purpose of this document a meeting is defined as three consecutive hours once per month.

2. Institute a per meeting charge for the new proposed category 2, 3, and 4 (Category 4 - weekdays only). This would be instead of a per hour charge. However, if the meeting was to be longer than three hours, then an hourly rate would apply to the balance.

OBJECTIVE 3: To reorganize the rental rates to reflect real costs of time/utilities involved for each rental, plus a mark-up fee.

The staff time involved with each rental depends on the size of the group and the type of rental. For example, a 200 person wedding reception takes more time to administer than a 20 person group meeting. Full day meetings are more work than a 3 hour meeting. Costs involved with rentals are:

Administration: Inquiries, processing paperwork, meeting with customer for room arrangements, informing custodial staff of room needs. The average time spent on administration for each rental is about .75 hours.

ADMINISTRATION COSTS:

$$.75 \text{ hours} \times 7.50/\text{hour} = \$5.62$$

Facility: The time spent here depends on the event. Simple meetings take about .5 hour for set-up/clean-up and larger functions can take up to 1.5 hours. In addition, a large function on a weekend usually means custodial overtime for set-up/clean-up. The average time involved for a large weekend function is 6 hours. Meetings are more involved with set-up/clean-up than gym activities. Wedding receptions and other large group functions take the most time.

FACILITY COSTS: (Set-up/Clean-up)

$$\text{Small meetings } .5 \text{ hour} \times 12/\text{hr} = \$6.00$$

$$\text{Larger meetings } 1.5 \text{ hours} \times 12/\text{hr} = \$18.00$$

$$\text{Weekend large meetings } 6 \text{ hours} \times \$17/\text{hr} = \$102.00$$

On weekends, a building manager is brought in to provide general supervision.

$$\text{Weekend large groups } 4 \text{ hours} \times \$7.50 = \$30.00$$

By applying the above fees, a weekend wedding reception costs the city about \$138.00 for staffing and administration.

| | |
|---------------------|-----------------|
| Administration | \$ 5.62 |
| General Supervision | \$ 30.00 |
| Set-up/Clean-up | <u>\$102.00</u> |
| | \$137.62 |

Utilities: The building utilities costs should be included as part of the rental fees. This would be hard to break-out an exact cost, so perhaps a percentage rate should be charged back through the rental rates (a surcharge type of thing - perhaps 5% with a minimum charge of \$1.00).

In addition, large group functions mean increased garbage. Sometimes another garbage pick-up is needed. These groups should be charged for the additional expense of garbage hauling (\$30.00)

Misc.: Another problem area has been the kitchen, we currently have a charge for kitchen usage, but in some cases, the kitchen has not been left clean after their use and rental fee does not cover the costs of the custodians doing the cleaning. An additional cleaning deposit should be charged with kitchen usage. The deposit would be returned if the building manager checked the kitchen to make sure that everything was cleaned appropriately.

The above costs are reflected in the recommended 1991 rental rates.

OBJECTIVE 4: To recommend a provision for a "building fund" that a portion of each rental would be assigned, that the money would be strictly used for emergency building repair and renovation.

In these days of tight city budgets, money may not be available for emergency building repairs that may arise. A separate fund could be established that would provide for a percentage of each rental to be designated towards this building fund. This fund could be established outside of the general fund and be rolled over from year to year. A specific percentage of each rental fee could be designated to this fund. (Suggested 10%).

CONCLUSION:

The above factors have been considered in determining the suggested 1991 rental rates. The proposed rates were determined by these city cost factors and the type of group(s) that use the facility.

REVISSED 2/6/91

*Minimum rental period - 1 hour

| | | | | | | | | | | | |
|-----|-----------|---|-------------|-------------|-------------|-------------|-------------------------------------|--------------|--------------|-------------|-------------|
| C | | NOTE: A meeting is defined as a three hour time block once per month. | | | | | | | | | |
| A | WEEKDAY | MEETING: | MEETING: | MEETING: | MEETING: | MEETING: | \$15.00/HOUR | \$20.00/HOUR | \$25.00/HOUR | \$60 FEE | MEETING: |
| T | | \$8.00 | \$8.00 | \$10.00 | \$10.00 | \$8.00 | ONE GYM ALL DAY: \$115.00 | | | \$40 REFUND | \$8.00 |
| E # | | ADD'L HRS: | ADD'L HRS: | ADD'L HRS: | ADD'L HRS: | ADD'L HRS: | TWO GYMS ALL DAY: \$155.00 | | | IF CLEANED | ADD'L HRS: |
| G 3 | | \$6.50/HOUR | \$6.50/HOUR | \$6.50/HOUR | \$6.50/HOUR | \$6.50/HOUR | THREE GYMS ALL DAY: \$195.00 | | | | \$6.50/HOUR |
| O | | | | | | | ALL DAY RENTAL IS 8 HOURS AND ABOVE | | | | |
| R | WEEKEND | MEETING: | MEETING: | MEETING: | MEETING: | MEETING: | \$20.00/HOUR | \$30.00/HOUR | \$40.00/HOUR | \$60 FEE | MEETING: |
| Y | Fri Eve, | \$10.00 | \$10.00 | \$15.00 | \$15.00 | \$10.00 | ONE GYM ALL DAY: \$155.00 | | | \$40 REFUND | \$10.00 |
| | Sat/Sun | ADD'L HRS: | ADD'L HRS: | ADD'L HRS: | ADD'L HRS: | ADD'L HRS: | TWO GYMS ALL DAY: \$235.00 | | | IF CLEANED | OTHER: |
| | All Day & | \$8.00/HOUR | \$8.00/HOUR | \$8.00/HOUR | \$8.00/HOUR | \$8.00/HOUR | THREE GYMS ALL DAY: \$315.00 | | | | \$8.00/HOUR |
| | Holidays | | | | | | ALL DAY RENTAL IS 8 HOURS AND ABOVE | | | | |
| | (if open) | NOTE: A \$200 damage deposit may be required for certain functions. | | | | | | | | | |

CURRENT RATES

CRYSTAL PARK AND RECREATION DEPARTMENT RENTAL RATES - SPECIAL FACILITIES COMMUNITY CENTER AND BECKER PARK **Minimum rental period - 1 hour

Revised 11/1/89

| | | CC MEETING ROOM #1 | CC MEETING ROOM #2 | CC GYM #1 | CC GYM #2 | CC GYM #3 | CC KITCHEN | BECKER BUILDING |
|---|-------------|---|-----------------------|--------------------------|--------------|--------------|----------------------------|--------------------|
| C | | | | | | | | |
| A | WEEKDAY | NO CHARGE | NO CHARGE | NO CHARGE | NO CHARGE | NO CHARGE | NO CHARGE | NO CHARGE |
| T | | | | | | | | |
| E | # | | | | | | | |
| G | 1 WEEKEND | NO CHARGE* | NO CHARGE* | NO CHARGE* | NO CHARGE* | NO CHARGE* | \$15 FLAT FEE** | NO CHARGE* |
| O | | | | | | | | |
| R | | *During normal hours of operation - other hours fees are arranged | | | | | | |
| Y | | | | | | | **Waive for city functions | |
| C | | | | | | | | |
| A | WEEKDAY | NO CHARGE | NO CHARGE | \$10/HOUR | \$10/HOUR | \$10/HOUR | \$25 FLAT FEE | NO CHARGE |
| T | | Both Rooms - No Charge | | Two Gyms - \$15/Hour | | | | |
| E | # | | | All Gyms - \$25/Hour | | | | |
| G | 2 | | | | | | | |
| O | FRIDAY EVES | \$10/HOUR | \$10/HOUR | \$15/HOUR | \$15/HOUR | \$15/HOUR | \$25 FLAT FEE | \$10/HOUR |
| R | & WEEKENDS | Both Rooms - \$15/Hour | | Two Gyms - \$25/Hour | | | | |
| Y | | Both rooms all day- \$125 | | All Gyms - \$35/Hour | | | | |
| | | | | All Gyms All Day - \$250 | | | | |
| C | | | | | | | | |
| A | WEEKDAY | \$15/HOUR | \$15/HOUR | \$20/HOUR | \$20/HOUR | \$20/HOUR | \$25 FLAT FEE | \$15/HOUR |
| T | | Both Rooms - \$25/Hour | | Two Gyms - \$35/Hour | | | | |
| E | # | | | All Gyms - \$50/Hour | | | | |
| G | 3 | | | | | | | |
| O | FRIDAY EVES | \$20/HOUR | \$20/HOUR | \$25/HOUR | \$25/HOUR | \$25/HOUR | \$25 FLAT FEE | \$20/HOUR |
| R | & WEEKENDS | Both Rooms - \$35/Hour | | Two Gyms - \$45/Hour | | | | |
| Y | | Both rooms all day-\$250 | | All Gyms - \$65/Hour | | | | |
| | | | | All Gyms All Day - \$400 | | | | |
| C | | | | | | | | |
| A | WEEKDAY | \$25/HOUR | \$25/HOUR | \$50/HOUR | \$50/HOUR | \$50/HOUR | \$50 FLAT FEE | \$25/HOUR |
| T | | Both Rooms - \$40/hour | | Two Gyms - \$90/Hour | | | | |
| E | # | | | All Gyms - \$135/Hour | | | | |
| G | 4 | | | | | | | |
| O | FRIDAY EVES | \$30/HOUR | \$30/HOUR | \$60/HOUR | \$60/HOUR | \$60/HOUR | \$50 FLAT FEE | \$30/HOUR |
| R | & WEEKENDS | Both Rooms - \$50/Hour | | Two Gyms - \$110/Hour | | | | |
| Y | | Both Rooms All Day - \$350 | | All Gyms - \$150/Hour | | | | |
| | | | | All Gyms All Day - \$600 | | | | |

EXPLANATION OF CATAGORIES & PRIORITY OF USERS

- 1 Crystal Park and Recreation, Crystal City Government, Crystal youth non-profit groups.
- 2 Civic and Non-profit Groups, other governmental, city co-sponsored adult teams/groups.
- 3 Crystal residents for private parties, wedding receptions, city commercial organizations and individuals, private industry. **Party/Wedding Special - 2 meeting rooms, 1 gym and kitchen - \$400
- 4 Non-resident commercial, private industry and private parties.

**EXCERPTS FROM CRYSTAL PARK AND RECREATION ADVISORY
COMMISSION MEETINGS: COMMUNITY CENTER RENTAL RATES
DISCUSSION**

DECEMBER 1990

"Ms. Hackett presented a report on Community Center activity and proposed Community Center rate category changes and rate increases. The Commission will review this material and discuss it at the January meeting."

JANUARY 1991

"The Commission discussed changes in the rental rates for the Community Center. Commission suggestions will be incorporated into a second working document to be reviewed by the City Manager, Public Works Director and Finance Director."

FEBRUARY 1991

"The second draft of the Community Center rental rates with input from the City Manager and Public Works Director was submitted to the Commission for discussion and action. The Commission reviewed and discussed the entire document and supporting materials. The Commission suggested a yearly review of the rental rates."

Moved by Ms. Reid and seconded by Ms. Pitts to recommend the adoption of the proposed 1991 Community Center rental rates and policies as stated in the revised document of 2/6/91.
Motion carried - unanimous.

EXPLANATION OF RENTAL CATEGORIES

CURRENT RENTAL CATEGORIES:

- 1 Crystal City Government; Crystal Park & Recreation; Crystal Youth non-profit groups.
- 2 Civic and Non-profit Groups; City co-sponsored adult teams and groups. Other governmental agencies.
- 3 Crystal residents for private parties, and wedding receptions. Crystal commercial organizations; individuals; private industry.
- 4 Non-resident commercial; private industry and private parties.

EXPLANATION OF RENTAL CATEGORIES

PROPOSED 1991 CATEGORIES:

- 1 City of Crystal sponsored events.
- 2 Crystal non-profit youth organizations. The service area of the specific group must be primarily Crystal. EXAMPLE: Crystal Little League; Crystal Babe Ruth; Scout Groups with their membership mostly within Crystal; Cooper and Armstrong Traveling Hockey; Crystal-GV-Robb Traveling Basketball.

Other governmental agencies.

School District 281.

Crystal Park and Recreation teams currently participating in an organized league.
- 3 Crystal non-profit adult civic service organization - must have the word "Crystal" incorporated in the group's name and be a Crystal Community Service Organization. EXAMPLE: Lions; Elks; VFW; American Legion; Frolics; Women of Today.
- 4 Crystal residents for private parties. Crystal commercial and private organizations. Other non-profit youth and adult groups from both within and from out of the city. State or federal issued non-profit certificate is required for rental. EXAMPLE: Churches, Clubs, Hobby and Special Interest Groups with proper non-profit certification.
- 5 Any non-resident private or commercial function.

*Any group charging admission to their function will be moved to the next higher rental category.

ATTACHMENT A - MEETING ROOMS COMPARISON

1991 PROPOSED RATES

| | CRYSTAL ROOM A or B | ACTIVITY ROOM | CRYSTAL A & B OR MN ROOM |
|-----|------------------------|--------------------------------------|-----------------------------|
| C | WEEKDAY | NO CHARGE | NO CHARGE |
| A | | | |
| T | WEEKEND | NO CHARGE* | NO CHARGE* |
| E # | Fri Eve, | | |
| G 1 | Sat/Sun | * - During normal hours of operation | |
| O | All Day & | ** - Waive for city functions | |
| R | Holidays | | |
| Y | (if open) | | |

| | | | | |
|-----|-----------|--|-------------|-------------|
| | | NOTE: A meeting is defined as a three hour time block once/month | | |
| C | | MEETING: | MEETING: | MEETING: |
| A | WEEKDAY | NO CHARGE | NO CHARGE | \$5.00 |
| T | | ADD'L HRS: | ADD'L HRS: | ADD'L HRS: |
| E # | | \$5.00/HOUR | \$5.00/HOUR | \$5.00/HOUR |
| G 2 | | | | |
| O | WEEKEND | | | |
| R | Fri Eve, | MEETING: | MEETING: | MEETING: |
| Y | Sat/Sun | \$5.00 | \$5.00 | \$8.00 |
| | All Day & | ADD'L HRS: | ADD'L HRS: | ADD'L HRS: |
| | Holidays | \$5.00/HOUR | \$5.00/HOUR | \$5.00/HOUR |
| | (if open) | | | |

| | | | | |
|-----|-----------|---|-------------|-------------|
| | | NOTE: A meeting is defined as a three hour time block once/month | | |
| C | | MEETING: | MEETING: | MEETING: |
| A | WEEKDAY | \$8.00 | \$8.00 | \$10.00 |
| T | | ADD'L HRS: | ADD'L HRS: | ADD'L HRS: |
| E # | | \$6.50/HOUR | \$6.50/HOUR | \$6.50/HOUR |
| G 3 | | | | |
| O | | | | |
| R | WEEKEND | MEETING: | MEETING: | MEETING: |
| Y | Fri Eve, | \$10.00 | \$10.00 | \$15.00 |
| | Sat/Sun | ADD'L HRS: | ADD'L HRS: | ADD'L HRS: |
| | All Day & | \$8.00/HOUR | \$8.00/HOUR | \$8.00/HOUR |
| | Holidays | | | |
| | (if open) | NOTE: A \$200 damage deposit may be required for certain functions. | | |

CURRENT RATES

| | CRYSTAL ROOM A OR B | ACTIVITY ROOM | CRYSTAL A & B OR MN ROOM |
|-----|------------------------|--------------------------------------|-----------------------------|
| C | WEEKDAY | NO CHARGE | NO CHARGE |
| A | | | |
| T | WEEKEND | NO CHARGE* | NO CHARGE* |
| E # | Fri Eve, | | |
| G 1 | Sat/Sun | * - During normal hours of operation | |
| O | All Day & | ** - Waive for city functions | |
| R | Holidays | | |
| Y | (if open) | | |

| | | | | |
|-----|-----------|-----------|-----------|----------------|
| C | | | | |
| A | WEEKDAY | NO CHARGE | NO CHARGE | NO CHARGE |
| T | | | | |
| E # | | | | |
| G 2 | | | | |
| O | WEEKEND | \$10/HOUR | \$10/HOUR | \$15/HOUR |
| R | Fri Eve, | | | ALL DAY: \$125 |
| Y | Sat/Sun | | | |
| | All Day & | | | |
| | Holidays | | | |
| | (if open) | | | |

NOTE: CURRENT CATAGORY ENCOMPASSES BOTH 2 AND 3
OF THE PROPOSED 1991 CATAGORIES

1991 PROPOSED RATES

Page 2

CRYSTAL ROOM A or B ACTIVITY ROOM CRYSTAL A & B OR MN ROOM

| | | | | |
|--|--------------------|---|---------------|--------------|
| NOTE: A meeting is defined as a three hour time block once/month | | | | |
| C | | MEETING: | MEETING: | MEETING: |
| A | WEEKDAY | \$20.00 | \$20.00 | \$30.00 |
| T | | ADD'L HRS: | ADD'L HRS: | ADD'L HRS: |
| E # | | \$10.00/HOUR | \$10.00/HOUR | \$10.00/HOUR |
| G 4 | | ONE MEETING ROOM ALL DAY: \$65.00 | | |
| O | | CRYSTAL A/B OR MN ROOMS ALL DAY: \$75.00 | | |
| R | | ALL DAY RENTAL IS 8 HOURS AND ABOVE | | |
| Y | | | | |
| | WEEKEND | \$20.00 | \$20.00 | N/A |
| | Yth Party | 10am-5pm only | 10am-5pm only | |
| | Rate | 2 hr. max | 2 hr. max | |
| | WEEKEND | \$25.00/HOUR | \$25.00/HOUR | \$35.00/HOUR |
| | Fri Eve, | ONE MEETING ROOM ALL DAY: \$200.00 | | |
| | Sat/Sun | CRYSTAL A/B OR MN ROOMS ALL DAY: \$275.00 | | |
| | All Day & Holidays | ALL DAY RENTAL IS 8 HOURS AND ABOVE | | |
| | (if open) | WEDDING RECEPTIONS: | | |
| | | MEETING ROOM(S) - \$450.00 | | |
| | | NOTE: A \$200 damage deposit is required for certain functions. | | |

| | | | | |
|-----|--------------------|---|--------------|--------------|
| | | \$35.00/HOUR | \$35.00/HOUR | \$45.00/HOUR |
| C | WEEKDAY | ONE MEETING ROOM ALL DAY: \$275.00 | | |
| A | | CRYSTAL A/B OR MN ROOMS ALL DAY: \$350.00 | | |
| T | | (8+ HOURS) | | |
| E # | | | | |
| G 5 | | | | |
| O | WEEKEND | \$45.00/HOUR | \$45.00/HOUR | \$55.00/HOUR |
| R | Fri Eve, | ONE MEETING ROOM ALL DAY: \$350.00 | | |
| Y | Sat/Sun | CRYSTAL A/B OR MN ROOMS ALL DAY: \$425.00 | | |
| | All Day & Holidays | (8+ HOURS) | | |
| | (if open) | WEDDING RECEPTIONS: | | |
| | | MEETING ROOM(S) - \$650.00 | | |
| | | NOTE: A \$200 damage deposit is required for certain functions. | | |

CURRENT RATES

CRYSTAL ROOM A OR B ACTIVITY ROOM CRYSTAL A & B OR MN ROOM

| | | | | |
|-----|--------------------|---|-----------|----------------|
| C | | | | |
| A | WEEKDAY | \$15/HOUR | \$15/HOUR | \$25/HOUR |
| T | | | | |
| E # | | | | |
| G 3 | | | | |
| O | | | | |
| R | | | | |
| Y | | | | |
| | WEEKEND | NA | NA | NA |
| | Yth Party | | | |
| | Rate | | | |
| | WEEKEND | \$20/HOUR | \$20/HOUR | \$35/HOUR |
| | Fri Eve, | | | ALL DAY: \$250 |
| | Sat/Sun | | | |
| | All Day & Holidays | | | |
| | (if open) | WEDDING RECEPTIONS: \$400 | | |
| | | NOTE: A \$200 damage deposit is required for certain functions. | | |

| | | | | |
|-----|--------------------|---|-----------|----------------|
| C | WEEKDAY | \$25/HOUR | \$25/HOUR | \$40/HOUR |
| A | | | | |
| T | | | | |
| E # | | | | |
| G 4 | | | | |
| O | WEEKEND | \$30/HOUR | \$30/HOUR | \$60/HOUR |
| R | Fri Eve, | | | ALL DAY: \$350 |
| Y | Sat/Sun | | | |
| | All Day & Holidays | | | |
| | (if open) | WEDDING RECEPTIONS: \$400 | | |
| | | NOTE: A \$200 damage deposit is required for certain functions. | | |

EXAMPLES OF RENTAL RATES - MEETING ROOMS

To better work through the proposed rental rates, below are listed some examples of current permittees and how the proposed 1991 rates will affect them:

GROUP A: Meets once per month on a weekday for 3 hours using one of the smaller meeting rooms. This is a non-profit adult group that is not specifically Crystal. No admission charged.

Current: No Charge

1991: \$20.00 (Category 4 using the small meeting room weekday rate)

CITY COSTS:

| | |
|-----------------|-------------------------|
| Administration | \$5.62 |
| Set-up/Clean-up | \$6.00 |
| Utilities | \$1.00 (minimum charge) |
| Building Fund | <u>\$2.00</u> |
| | \$14.62 |

GROUP B: Crystal cub scout pack meeting. Meets once per month for 3 hours on a weekday in the large meeting room.

Current: No charge

1991: \$5.00 per meeting (Category 2 using the weekday large meeting room rate).

CITY COSTS:

| | |
|-----------------|-------------------------|
| Administration | \$5.62 |
| Set-up/Clean-up | \$6.00 |
| Utilities | \$1.00 (minimum charge) |
| Building Fund | <u>\$0.50</u> |
| | \$13.12 |

GROUP C: School District staff training. Meets one time for 6 hours on a weekday in a small meeting room.

Current: No charge

1991: \$15.00 (Category 2 using small meeting room weekday rate: No charge for first 3 hours, then \$5/hour charge after that.)

CITY COSTS:

| | |
|-----------------|-------------------------|
| Administration | \$5.62 |
| Set-up/Clean-up | \$6.00 |
| Utilities | \$1.00 (minimum charge) |
| Building Fund | <u>\$1.50</u> |
| | \$14.12 |

GROUP D: Resident group for a wedding reception in a large meeting room on a weekend for 4 hours.

Current: \$400

1991: \$450 (Category 4 using large meeting room wedding reception rate)

CITY COSTS:

| | |
|-----------------|----------------|
| Administration | \$5.62 |
| Supervision | \$30.00 |
| Set-up/Clean-up | \$102.00 |
| Utilities | \$22.50 |
| Garbage | \$30.00 |
| Building Fund | <u>\$45.00</u> |
| | \$235.12 |

GROUP E: Non-profit status adult special interest group that some members live in Crystal but it is not a Crystal service organization. The group meets once monthly on a weeknight for 3 hours in a large meeting room.

Current: No charge

1991: \$30.00 per meeting

CITY COSTS:

| | |
|-----------------|-------------------------|
| Administration | \$5.62 |
| Set-up/Clean-up | \$18.00 |
| Utilities | \$1.00 (minimum charge) |
| Building Fund | <u>\$3.00</u> |
| | \$27.62 |

ATTACHMENT A - GYMS COMPARISON

1991 PROPOSED RATES

| | | 1 GYM | 2 GYMS | 3 GYMS |
|-----|-----------|--------------------------------------|------------|------------|
| C | WEEKDAY | NO CHARGE | NO CHARGE | NO CHARGE |
| A | | | | |
| T | WEEKEND | NO CHARGE* | NO CHARGE* | NO CHARGE* |
| E # | Fri Eve, | | | |
| G 1 | Sat/Sun | * - During normal hours of operation | | |
| O | All Day & | ** - Waive for city functions | | |
| R | Holidays | | | |
| Y | (if open) | | | |
| C | WEEKDAY | \$10/HOUR | \$15/HOUR | \$20/HOUR |
| A | | 1 GYM ALL DAY - \$75 | | |
| T | | 2 GYMS ALL DAY - \$115 | | |
| E # | | 3 GYMS ALL DAY - \$155 | | |
| G 2 | | | | |
| O | WEEKEND | \$15/HOUR | \$20/HOUR | \$25/HOUR |
| R | Fri Eve, | 1 GYM ALL DAY - \$115 | | |
| Y | Sat/Sun | 2 GYMS ALL DAY - \$155 | | |
| | All Day & | 3 GYMS ALL DAY - \$195 | | |
| | Holidays | | | |
| | (if open) | | | |
| C | | | | |
| A | WEEKDAY | \$15/HOUR | \$20/HOUR | \$25/HOUR |
| T | | 1 GYM ALL DAY - \$115 | | |
| E # | | 2 GYMS ALL DAY - \$155 | | |
| G 3 | | 3 GYMS ALL DAY - \$195 | | |
| O | | | | |
| R | WEEKEND | \$20/HOUR | \$30/HOUR | \$40/HOUR |
| Y | Fri Eve, | 1 GYM ALL DAY - \$155 | | |
| | Sat/Sun | 2 GYMS ALL DAY - \$235 | | |
| | All Day & | 3 GYMS ALL DAY - \$315 | | |
| | Holidays | | | |
| | (if open) | | | |

CURRENT RATES

| | | 1 GYM | 2 GYMS | 3 GYMS |
|-----|-----------|--------------------------------------|------------|----------------|
| C | WEEKDAY | NO CHARGE | NO CHARGE | NO CHARGE |
| A | | | | |
| T | WEEKEND | NO CHARGE* | NO CHARGE* | NO CHARGE* |
| E # | Fri Eve, | | | |
| G 1 | Sat/Sun | * - During normal hours of operation | | |
| O | All Day & | ** - Waive for city functions | | |
| R | Holidays | | | |
| Y | (if open) | | | |
| C | | \$10/HOUR | \$15/HOUR | \$25/HOUR |
| A | WEEKDAY | | | |
| T | | | | |
| E # | | | | |
| G 2 | | | | |
| O | WEEKEND | \$15/HOUR | \$25/HOUR | \$35/HOUR |
| R | Fri Eve, | | | ALL DAY: \$250 |
| Y | Sat/Sun | | | |
| | All Day & | | | |
| | Holidays | | | |
| | (if open) | | | |

NOTE: CURRENT CATAGORY ENCOMPASSES BOTH 2 AND 3
OF THE PROPOSED 1991 CATAGORIES

GYM 1

GYM 2

GYM 3

| | | | | |
|-----|--------------------|---|-----------|-----------|
| C | | | | |
| A | WEEKDAY | \$20/HOUR | \$35/HOUR | \$50/HOUR |
| T | | 1 GYM ALL DAY - \$155 | | |
| E # | | 2 GYMS ALL DAY - \$275 | | |
| G 4 | | 3 GYMS ALL DAY - \$395 | | |
| O | | | | |
| R | | | | |
| Y | | | | |
| | WEEKEND | \$25/HOUR | \$45/HOUR | \$65/HOUR |
| | Fri Eve, | 1 GYM ALL DAY - \$195 | | |
| | Sat/Sun | 2 GYMS ALL DAY - \$355 | | |
| | All Day & Holidays | 3 GYMS ALL DAY - \$515 | | |
| | (if open) | WEDDING RECEPTIONS: | | |
| | | GYM(S) - \$650.00 | | |
| | | NOTE: A \$200 damage deposit is required for certain functions. | | |

| | | | | |
|-----|--------------------|---|------------|------------|
| C | WEEKDAY | \$50/HOUR | \$90/HOUR | \$135/HOUR |
| A | | 1 GYM ALL DAY - \$395 | | |
| T | | 2 GYMS ALL DAY - \$715 | | |
| E # | | 3 GYMS ALL DAY - \$900 | | |
| G 5 | | | | |
| O | WEEKEND | \$60/HOUR | \$110/HOUR | \$150/HOUR |
| R | Fri Eve, | 1 GYM ALL DAY - \$475 | | |
| Y | Sat/Sun | 2 GYMS ALL DAY - \$875 | | |
| | All Day & Holidays | 3 GYMS ALL DAY - \$1150 | | |
| | (if open) | WEDDING RECEPTIONS: | | |
| | | GYM(S) - \$650 | | |
| | | NOTE: A \$200 damage deposit is required for certain functions. | | |

1 GYM

2 GYMS

3 GYMS

| | | | | |
|-----|--------------------|---|-----------|----------------|
| C | | | | |
| A | WEEKDAY | \$20/HOUR | \$35/HOUR | \$50/HOUR |
| T | | | | |
| E # | | | | |
| G 3 | | | | |
| O | | | | |
| R | | | | |
| Y | | | | |
| | WEEKEND | \$25/HOUR | \$45/HOUR | \$65/HOUR |
| | Fri Eve, | | | ALL DAY: \$400 |
| | Sat/Sun | | | |
| | All Day & Holidays | | | |
| | (if open) | | | |
| | | NOTE: A \$200 damage deposit is required for certain functions. | | |

| | | | | |
|-----|--------------------|---|------------|----------------|
| C | WEEKDAY | \$50/HOUR | \$90/HOUR | \$135/HOUR |
| A | | | | |
| T | | | | |
| E # | | | | |
| G 4 | | | | |
| O | WEEKEND | \$60/HOUR | \$110/HOUR | \$150/HOUR |
| R | Fri Eve, | | | ALL DAY: \$600 |
| Y | Sat/Sun | | | |
| | All Day & Holidays | | | |
| | (if open) | | | |
| | | NOTE: A \$200 damage deposit is required for certain functions. | | |

EXAMPLES OF RENTAL RATES - GYMS

To better work through the proposed rental rates, below are listed some examples of current permittees and how the proposed 1991 rates will affect them:

Many of
GROUP A: Organized church group with all the members from Crystal. Group meets twice per month on a weekend for 2 hours per meeting and uses 1 gym.

Current: \$30.00 per meeting

1991: \$50.00 per meeting (Category 4 using the 1 gym weekend rental rate)

CITY COSTS:

| | |
|-----------------|---------------|
| Administration | \$5.62 |
| Set-Up/Clean-up | \$5.00* |
| Supervision | \$15.00 |
| Utilities | \$2.50 |
| Building Fund | <u>\$5.00</u> |
| | \$33.12 |

*Set-up not as involved for this activity as for a meeting room activity)

GROUP B: Crystal Adult non-profit service organization using all 3 gyms for a one time event (no admission) all day on a weekend.

Current: \$250.00

1991: \$315.00 (Category 3 using the 3 gym/all day weekend rental rate).

If group charged admission to their event (same timeframe as above)

Current: \$250.00

1991: \$515.00 (Category 4 using the 3 gym/all day weekend rental rate).

CITY COSTS:

| | |
|-----------------|----------------|
| Administration | \$5.62 |
| Set-Up/Clean-up | \$85.00* |
| Supervision | \$62.80 |
| Utilities | \$15.75 |
| Building Fund | <u>\$31.50</u> |
| | \$200.67 |

* Based on a 5 hour set-up/clean-up.

GROUP C: Adult square dance club (not non-profit status, but renter is a resident) meets monthly for 3 hours in one gym on a weekend.

Current: \$75.00

1991: \$75.00 (Category 4 using weekend 1 gym rate)

If group charged admission to their event (same timeframe as above)

Current: \$75.00

1991: \$120.00 (Category 5 using weekend 1 gym rate)

CITY COSTS:

| | |
|-----------------|----------------|
| Administration | \$5.62 |
| Set-Up/Clean-up | \$25.50* |
| Supervision | \$23.55 |
| Utilities | \$ 3.75 |
| Building Fund | <u>\$ 7.50</u> |
| | \$ 65.92 |

*Based on 1 1/2 hour set-up and clean-up.

GROUP D: Resident wedding reception in a gym on a weekend.

Current: \$400

1991: \$650

CITY COSTS:

| | |
|-----------------|----------------|
| Administration | \$5.62 |
| Set-Up/Clean-up | \$102.50 |
| Supervision | \$47.10 |
| Utilities | \$32.50 |
| Building Fund | <u>\$65.00</u> |
| | \$252.72 |

ATTACHMENT A - KITCHEN COMPARISON

1991 PROPOSED RATES

KITCHEN

| | | |
|-----|-----------|------------------|
| C | WEEKDAY | NO CHARGE |
| A | | |
| T | WEEKEND | \$15 FLAT FEE** |
| E # | Fri Eve, | |
| G 1 | Sat/Sun | |
| O | All Day & | **WAIVE FOR CITY |
| R | Holidays | FUNCTIONS |
| Y | (if open) | |

| | | |
|-----|-----------|-------------|
| C | WEEKDAY | \$50 FEE |
| A | | \$40 REFUND |
| T | | IF CLEANED |
| E # | | |
| G 2 | | |
| O | WEEKEND | |
| R | Fri Eve, | \$50 FEE |
| Y | Sat/Sun | \$40 REFUND |
| | All Day & | IF CLEANED |
| | Holidays | |
| | (if open) | |

| | | |
|-----|-----------|-------------|
| C | | \$60 FEE |
| A | WEEKDAY | \$40 REFUND |
| T | | IF CLEANED |
| E # | | |
| G 3 | | |
| O | | |
| R | WEEKEND | \$60 FEE |
| Y | Fri Eve, | \$40 REFUND |
| | Sat/Sun | IF CLEANED |
| | All Day & | |
| | Holidays | |
| | (if open) | |

CURRENT RATES

KITCHEN

| | | |
|-----|-----------|------------------|
| C | WEEKDAY | NO CHARGE |
| A | | |
| T | WEEKEND | \$15 FLAT FEE** |
| E # | Fri Eve, | |
| G 1 | Sat/Sun | |
| O | All Day & | **WAIVE FOR CITY |
| R | Holidays | FUNCTIONS |
| Y | (if open) | |

| | | |
|-----|-----------|---------------|
| C | | |
| A | WEEKDAY | \$25 FLAT FEE |
| T | | |
| E # | | |
| G 2 | | |
| O | WEEKEND | \$25 FLAT FEE |
| R | Fri Eve, | |
| Y | Sat/Sun | |
| | All Day & | |
| | Holidays | |
| | (if open) | |

NOTE: CURRENT CATAGORY ENCOMPASSES BOTH 2 AND 3
OF THE PROPOSED 1991 CATAGORIES

1991 PROPOSED RATES

Page 2

KITCHEN

| | | |
|-----|-----------|-------------|
| C | | |
| A | WEEKDAY | \$60 FEE |
| T | | \$40 REFUND |
| E # | | IF CLEANED |
| G 4 | | |
| O | | |
| R | | |
| Y | | |
| | WEEKEND | \$60 FEE |
| | Fri Eve, | \$40 REFUND |
| | Sat/Sun | IF CLEANED |
| | All Day & | |
| | Holidays | |
| | (if open) | |

| | | |
|-----|-----------|-------------|
| | | \$75 FEE |
| C | WEEKDAY | \$40 REFUND |
| A | | IF CLEANED |
| T | | |
| E # | | |
| G 5 | | |
| O | WEEKEND | \$75 FEE |
| R | Fri Eve, | \$40 REFUND |
| Y | Sat/Sun | IF CLEANED |
| | All Day & | |
| | Holidays | |
| | (if open) | |

CURRENT

KITCHEN

| | | |
|-----|-----------|---------------|
| C | | |
| A | WEEKDAY | \$25 FLAT FEE |
| T | | |
| E # | | |
| G 3 | | |
| O | | |
| R | | |
| Y | | |
| | WEEKEND | \$25 FLAT FEE |
| | Fri Eve, | |
| | Sat/Sun | |
| | All Day & | |
| | Holidays | |
| | (if open) | |

| | | |
|-----|-----------|---------------|
| | | |
| C | WEEKDAY | \$50 FLAT FEE |
| A | | |
| T | | |
| E # | | |
| G 4 | | |
| O | WEEKEND | \$50 FLAT FEE |
| R | Fri Eve, | |
| Y | Sat/Sun | |
| | All Day & | |
| | Holidays | |
| | (if open) | |

SUMMARY OF CITY COSTS:

SMALL GROUP MEETINGS: (Average costs)

| | |
|-----------------|--------|
| Administration | \$5.62 |
| Set-up/Clean-up | \$6.00 |

LARGE GROUP MEETINGS: (Average costs)

| | |
|-----------------|---------|
| Administration | \$5.62 |
| Set-up/Clean-up | \$18.00 |

LARGE GROUP WEEKEND MEETINGS: (Average costs for Receptions, etc)

| | |
|-----------------|----------|
| Administration | \$5.62 |
| Set-up/Clean-up | \$102.00 |
| Garbage | \$30.00 |

In addition, the following expenses are incurred, but difficult to break out and charge specifically to a rental groups:

UTILITIES: Propose using a 5% figure with a \$1.00 minimum.

PROPOSED BUILDING EMERGENCY FUND: Propose using a 20% figure.

1991 BUDGET INCOME IMPACT:

The change in rental rates probably will not impact the 1991 budget of proposed income. In many cases, the rates have been raised to impact the groups that currently do not pay a fee or pay a lower fee. These groups may not continue to meet at the Center if lower fees are available elsewhere in the community. These types of renters are the majority user's of the facility. If these groups choose to stay at the Center, then there will be an increase in anticipated income. (Maximum positive impact: \$5000).

CRYSTAL PARK AND RECREATION DEPARTMENT
COMPARISON COMMUNITY CENTER AND OTHER FACILITIES
MEETING ROOMS

CRYSTAL COMMUNITY CTR

BROOKLYN PARK

CRYSTAL KC HALL

APPLE VALLEY COMMUNITY CENTER

CRYSTAL VFW

SHOREVIEW COMMUNITY CENTER

| | | | | | | |
|---------------|--|--|--|--|--|---|
| MEETING ROOMS | CATEGORY 1: City Weekday No Chg. Weekend/ No Chg. Fri Eve. | N/A | BROADWAY RM - 350 people Weekday \$150 Friday \$375 Saturday \$500 | CATEGORY 1: Non-profit groups \$15/4 hrs/room | MAIN HALL: 325 people Fridays \$350 Saturdays \$400 Sundays \$250 Tuesdays \$250 Wednesdays \$250 | CITY SPONSORED No charge |
| | CATEGORY 2: Youth non-profits, Other gov't, Dist 281 Weekdays: Sm Rm: \$40/mtg \$5 add hrs Lg Rm: \$5/mtg \$8 add hrs Weekend/Fri. Eve: Sm Rm: \$5/mtg \$5 add hrs Lg Rm: \$8/mtg \$5 add hrs | N/A | CRYSTAL ROOM - 250 people Weekday \$125 Friday \$275 Saturday \$400 Sunday \$150 | | | RESIDENT MEETING RM Free for 3 hours RESIDENT RECEPTION \$350 Room holds 350 people |
| | CATEGORY 3: Crystal civic grps Weekdays: Sm Rm: \$8/mtg \$6.50 add hrs Lg Rm: \$10/mtg \$6.50 add hrs Weekend/Fri. Eve: Sm Rm: \$10/mtg \$8 add hrs Lg Rm: \$15/mtg \$8 add hrs | CATEGORY 1: BP Non-profit Lge Room - \$175 flat fee | KNIGHTS ROOM - 135 people Weekday \$50 Friday \$150 Saturday \$225 Sunday \$100 | CATEGORY 2: Resident groups \$30/4 hrs/room | | NON-RESIDENT MEETING RM \$10 for 3 hours NON-RESIDENT RECEPTION \$425 Room holds 350 people |
| | CATEGORY 4: Res. functions/Other Non-profits Weekdays: Sm Rm: \$20/\$10 add hrs Lg Rm: \$30/mtg \$10 add hrs Weekend/Fri. Eve: Sm Rm: \$25/hour Lg Rm: \$35/hour Reception: \$450 flat fee | CATEGORY 2: Resident Groups Resident receptions: \$500 flat fee Business: \$400 flat fee | | CATEGORY 3: Non-resident Groups \$60/4 hrs/room | | COMMERCIAL MEETING RM \$50 for 3 hours COMMERCIAL RECEPTIONS \$500 Room holds 350 people |
| | CATEGORY 5: Non-res. functions Weekdays: Sm Rm: \$35/hour Lg Rm: \$45/hour Weekend/Fri. Eve: Sm Rm: \$45/hour Lg Rm: \$55/hour Reception: \$650 flat fee | CATEGORY 3: Non-res. functions Non-Resident receptions: \$550 flat fee | | | | |
| | | | | | | |

CRYSTAL PARK AND RECREATION DEPARTMENT
COMPARISON COMMUNITY CENTER AND OTHER FACILITIES

GYMS

CRYSTAL COMMUNITY CTR

RHS RESOURCE CENTER

APPLE VALLEY COMMUNITY CENTER

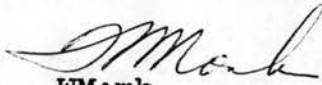
BROOKLYN PARK ARMORY

SHOREVIEW CENTER

| | | | | | | | | | | |
|------|--|---|--|--|-------------------------------|--|----------------|--|---------------|--|
| GYMS | CATEGORY 1: City & non-profit yth | | CATEGORY 1: Community non-profit | | CATEGORY 1: Any group except | | ALL GROUPS: | | ALL GROUPS: | |
| | Weekday | No Chg. | District resident | | commercial groups | | \$15/Hour plus | | Gyms are not | |
| | Weekend/ Eve. | No Chg. | Weeknite: \$18.04/gym/hour | | 1-\$35/hr | | maintenance | | available for | |
| | ----- | | Weekend: \$25.97/court/hour | | All day - \$350 | | | | rental | |
| | CATEGORY 2: Yth non-profits, other govern, P&R co-sponsor | | | | | | | | | |
| | Weekday | 1-\$10/hr, 2-\$15/hr 3-\$20/hr | | | | | | | | |
| | Weekend/ Eve. | 1-\$15/hr, 2-\$20/hr 3-\$25/hr, Day-\$195 | | | | | | | | |
| | ----- | | | | | | | | | |
| | CATEGORY 3: Crystal adult civic grps | | CATEGORY 2: Non-district groups | | CATEGORY 2: Commercial groups | | | | | |
| | Weekday | 1-\$15/hr, 2-\$20/hr 3-\$25/hr | Weekdays: \$32.13/court/hour Weekends: \$40.07/court/hour | | 1-\$50/hr All day - \$500 | | | | | |
| | Weekend/ Eve. | 1-\$20/hr, 2-\$30/hr 3-\$40/hr, Day-\$315 | | | | | | | | |
| | ----- | | | | | | | | | |
| | CATEGORY 4: Res & Other Non-profit | | | | | | | | | |
| | Weekday | 1-\$20/hr, 2-\$35/hr 3-\$50/hr | | | | | | | | |
| | Weekend/ Eve. | 1-\$25/hr, 2-\$45/hr 3-\$65/hr, Day-\$515 | | | | | | | | |
| | ----- | | | | | | | | | |
| | CATEGORY 5: Non-res functions | | | | | | | | | |
| | Weekday | 1-\$50/hr, 2-\$90/hr 3-\$135/hr | | | | | | | | |
| | Weekend/ Eve. | 1-\$60/hr, 2-\$110/hr 3-\$150/hr, Day-\$1150 | | | | | | | | |

DATE: February 27, 1991
TO: Jerry Dulgar
FROM: William Monk, City Engineer
SUBJECT: Maintenance Agreement on CR81

Crystal had a long standing agreement with the State Highway Department for local maintenance of the frontage roads along TH169. With the recent jurisdictional change, Hennepin County wants to formalize some type of maintenance agreement for CR81. The attached agreement clearly defines Crystal's responsibilities for frontage road maintenance and is consistent with past practices. The agreement has been reviewed and found acceptable in terms of content and language by the City Attorney and Street Superintendent. Approval of the agreement is recommended.


WM:mb

Encl.



DEPARTMENT OF PUBLIC WORKS
320 Washington Avenue South
Hopkins, Minnesota 55343-8468
PHONE: (612) 930-2500
FAX: (612) 930-2513
TDD: (612) 930-2696

February 14, 1991

Mr. William Monk
City of Crystal
4141 Douglas Drive North
Crystal, MN 55422-1696

Dear Mr. Monk:

First, let me apologize for the delay in getting back to you on the revised frontage road agreement. Please find the attached agreement and note the following revisions:

1. On Page 1, the "3rd Whereas" is new and reads, "The frontage roads serve a function as a local access to city streets."
2. On Page 1, the "4th Whereas" has been revised to read, "The City is willing to assist Hennepin County in performing routine maintenance" rather than, "The City is willing to perform routine maintenance."
3. On Page 2, Section II (on top of page), the "control of vegetation" reference has been deleted.
4. On Page 2, Section II, Item "B", note the addition of the last two sentences referencing the signing plan. We have also added the signing plan (marked "Exhibit B") at the end of the agreement.
5. On Page 2, Section II, Item "D", regarding vegetation control, has been deleted.

If this agreement meets your approval, please process both copies through your City Council and return them to us for Hennepin County processing.

It should be noted that, under the previous agreement with the City of Crystal and Minnesota Department of Transportation (Mn/DOT), maintenance of traffic signals requires the City of Crystal to maintain both painting and relamping at those signals specified. Under the Mn/DOT-Hennepin County jurisdictional transfer, the City of Crystal does no maintenance of these traffic signals and it is totally done by Hennepin County.

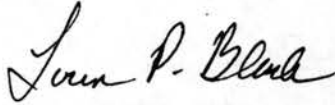
HENNEPIN COUNTY

an equal opportunity employer

William Monk
Page 2
February 14, 1991

Thanks for your cooperation, and if I can be of any further assistance
please call me at 930-2635.

Sincerely,

A handwritten signature in cursive script that reads "Loren P. Black".

Loren P. Black
Highway Maintenance Coordinator

LPB:mvr
Attachment

cc: Ted Hoffman
Jerry Smrcka
Wayne Matsumoto

COUNTY ROAD MAINTENANCE AGREEMENT

AGREEMENT, Made and entered into this _____ day of _____, 19____
by and between the County of Hennepin, a body politic and corporate under the laws of
the State of Minnesota, hereinafter referred to as the "County", and the City of
Crystal, a body politic and corporate under the laws of the State of Minnesota,
hereinafter referred to as the "City".

WITNESSETH;

WHEREAS, Pursuant to Minnesota Statutes, Section 162.17, Subdivision 1, and 471.59,
the parties desire to enter into an agreement relating to the maintenance of County
State Aid Highways within and adjacent to the corporate limits of the City upon the
terms and conditions hereinafter set forth.

WHEREAS, The location of certain portions of these frontage roads cause a hardship
in gaining access for County maintenance vehicles, and

WHEREAS, The frontage roads serve a function as a local access to city streets, and

WHEREAS, The City is willing to assist Hennepin County in performing routine
maintenance on the frontage roads as provided herein.

NOW, THEREFORE, The parties do agree as follows:

I

The City will, during the term of this agreement, maintain as hereinafter provided,
those portions of County State Aid Highway (CSAH) 81 frontage roads (listed in Exhibit
"A") located within and adjacent to the corporate limits of the City listed as follows:

East frontage road of CSAH 81 - 47th Avenue North to 51st Avenue North
East frontage road of CSAH 81 - Wilshire Boulevard North to Adair Avenue North
East frontage road of CSAH 81 - Brunswick Avenue North to 62nd Avenue North
West frontage road of CSAH 81 - 47th Avenue North to Vera Cruz Avenue
West frontage road of CSAH 81 - Soo Line RR (approximately 52nd Avenue North)
to CSAH 10 (Bass Lake Road)

II

The City will perform routine maintenance on said frontage roads. The term "routine maintenance" as used herein shall be defined as keeping the frontage roads described in Item I in good repair, including but not limited to, minor patching, snow and ice control, debris removal, signing, striping and minor drainage structure maintenance, but should not be construed so as to include resurfacing, heavy seal coating and major storm sewer repair.

Further description of the tasks are as follows:

- A. Minor catch basin, curb and gutter repair/replacement, and lead pipe repair to be done by the City, while major storm drainage facilities to be responsibility of County with City cooperating as needed.
- B. All signing on the frontage roads shall conform to the Minnesota Manual on Uniform Traffic Control Devices (MMUTCD), and shall be the City's responsibility to install and maintain except for signing required to control drivers movement onto the mainline of CSAH 81 (such as stop, yield, etc.). A County approved frontage road signing plan is attached and marked as "Exhibit B". Any modifications to the signing plan require County approval.
- C. All permit application/process shall be the City's responsibility except permits (entrance, utility, etc.) required for construction that affects the mainline of CSAH 81.

III

The City agrees to perform routine maintenance on said frontage roads at its sole cost and expense and at no cost to the County.

IV

This agreement shall continue in force from the date of execution until terminated as hereinafter provided.

Either party may terminate this agreement upon ninety (90) days written notice to the other party that said agreement shall cease and terminate at the end of said ninety day period.

V

It is further understood that any and all employees of the City and all other persons engaged by the City in the performance of any work or services required or provided by the City are in no way employed by the County.

VI

The parties agree that neither the County, its officers, agents or employees either in their individual or official capacity shall be responsible or liable in any manner to the City or to any other person or persons whatsoever for any claim, demand, judgement, fines, penalties, expenses, action or causes of action of any kind or character arising out of or by reason of the negligent performance and completion of the work provided herein and the City agrees to defend, save and keep said County, its officers, agents and employees harmless from all such claims, demands, actions or causes of action arising out of the negligence of the City, its officers, agents or employees.

VII

It is further agreed that any and all employees of the City and all other persons engaged by the City in the performance of any work or services required or provided herein to be performed by the City shall not be considered employees of the County, and that any and all claims that may or might arise under the Worker's Compensation Act or the Unemployment Compensation Act of the State of Minnesota on behalf of said employees while so engaged and any and all claims made by any third parties as a consequence of any act or omission on the part of said employees while so engaged on any of the work or services provided to be rendered herein shall in no way be the obligation or responsibility of the County.

VIII

Also, any and all employees of the County and all other persons engaged by the County in the performance of any work or services required or provided for herein to be performed by the County shall not be considered employees of the City, and that any and all claims that may or might arise under the Worker's Compensation Act or the Unemployment Compensation Act of the State of Minnesota on behalf of said employees while so engaged and any and all claims made by any third parties as a consequence of any act or omission on the part of said employees while so engaged on any of the work or services provided to be rendered herein shall in no way be the obligation or responsibility of the City.

IX

The provisions of M.S. 181.59 and of any applicable local ordinance relating to Civil Rights and discrimination and the affirmative action policy statement of Hennepin County shall be considered a part of this agreement as though fully set forth herein.

In accordance with Hennepin County policies against discrimination, no person shall be excluded from full employment rights or participation in or the benefits of any program, service or activity on the grounds of race, color, creed, religion, age, sex, disability, marital status, affectional/sexual preference, public assistance status, ex-offender status, or national origin; and no person who is protected by applicable Federal or State laws against discrimination shall be otherwise subjected to discrimination.

IN TESTIMONY WHEREOF, The parties hereto have caused this agreement to be executed by their respective duly authorized officers as of the day and year first above written.

CITY OF CRYSTAL

(SEAL)

By _____
Mayor

Date: _____

And: _____
City Manager

Date: _____

COUNTY OF HENNEPIN

ATTEST:

Clerk of the County Board

Date: _____

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

By: James H. Saffery
Assistant County Attorney

Date: 2-15-91

By: _____
Chairman of its County Board

Date: _____

And: _____
Associate County Administrator and
County Engineer

Date: _____

Approved as to execution:

By: _____
Assistant County Attorney

Date: _____

RECOMMENDED FOR APPROVAL:

By: _____
Director, Department of Public Works

Date: _____

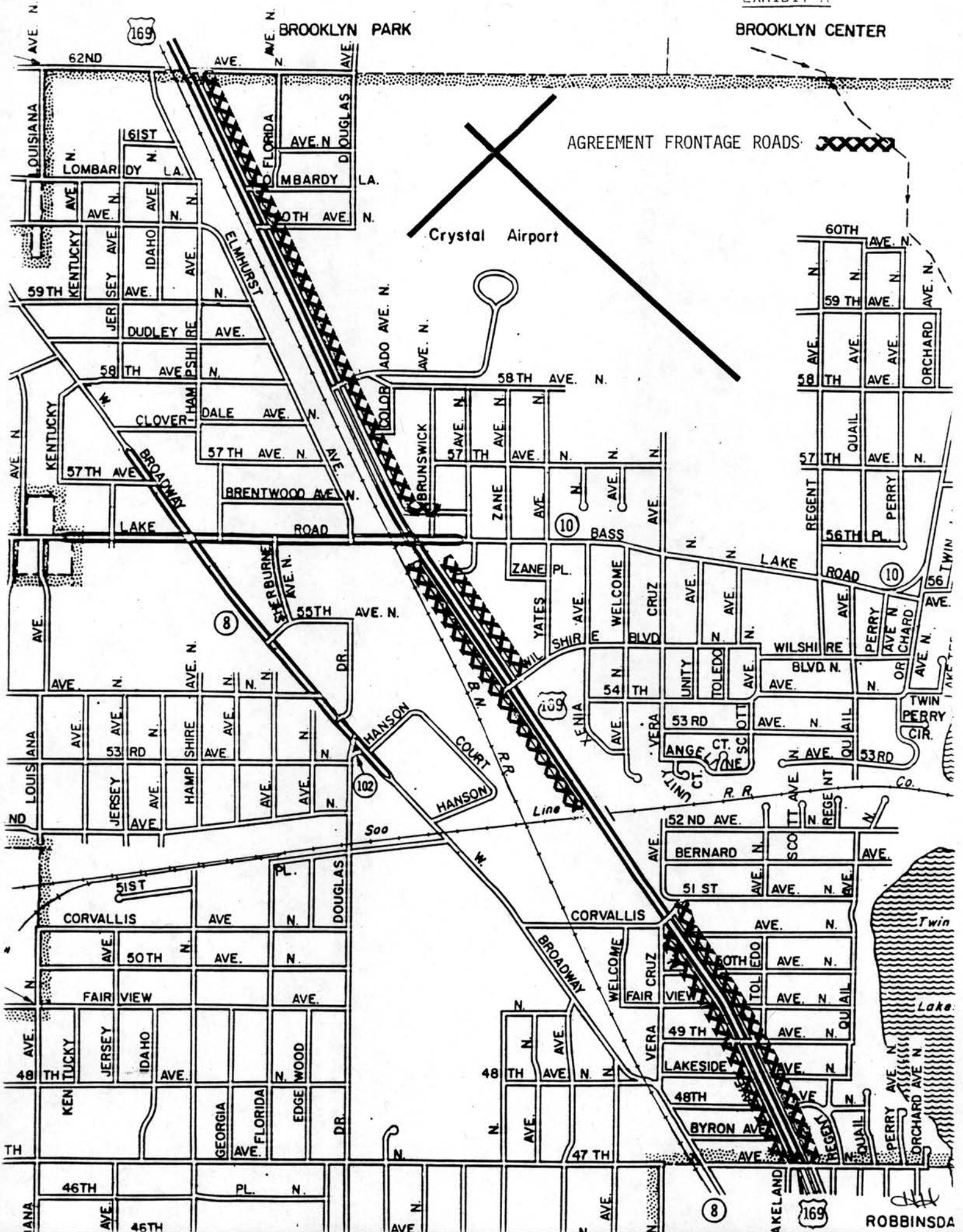


EXHIBIT B

BROOKLYN PARK

Crystal Airport

KEY

- 1) "STOP" SIGN
- 2) "RIGHT TURN" SIGN W/ "15 MPH" ADVISORY
- 3) 48 x 24 "DOUBLE-HEADED ARROW" SIGN
- 4) "SPEED LIMIT 30" SIGN
- 5) "LEFT TURN" SIGN W/ "15 MPH" ADVISORY
- 6) "DEAD END" SIGN
- 7) "NO TRUCKS" SYMBOL SIGN

- 1) "STOP" SIGN
- 2) "RIGHT TURN" SIGN W/ "15 MPH" ADVISORY
- 3) 48 x 24 "DOUBLE-HEADED ARROW" SIGN
- 4) "SPEED LIMIT 30" SIGN
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- 6) "DEAD END" SIGN
- 7) "NO TRUCKS" SYMBOL SIGN

DATE: February 26, 1991
TO: Jerry Dulgar, City Manager
FROM: William Monk, City Engineer
SUBJECT: Topographic Mapping

State law mandates that Crystal prepare a local storm water management plan in 1992. The document will hydrologically detail the operation of the City's storm sewer/ponding system in terms of water quantity and water quality controls. The technical and comprehensive nature of this analysis will require consultant assistance and carry an overall price tag of \$50,000 to \$100,000.

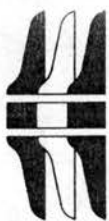
To prepare a storm water management plan, a city must have reliable topographic or contour maps that establish ground elevations from aerial photographs. Crystal had contour maps prepared in 1966 when the City was about 90 percent developed. These maps are still surprisingly accurate and complete except for the western reaches of the City, especially in the areas of 36th and 32nd Avenues east of Winnetka Avenue.

My original intent was to present this matter to the Council as part of the 1992 budget. Preparation of the plan and the need for some topographic mapping was to be presented as a package. At that time the source of funding would also be more defined in terms of the storm water utility. This scenario changed when New Hope inquired about a joint project on topographic mapping as noted in the attachments.

New Hope needs to perform topographic mapping of the entire City as the first step in preparing their storm water plan. By participating with New Hope, Crystal can map the western part of the City (west of Louisiana Avenue) at a reasonable price per acre and with little administrative cost. With this in mind, I recommend Crystal participate in a joint project with New Hope and contract with Horizon, Inc. to prepare topographic mapping of the western 570 acres of Crystal at a cost of \$5,830. This cost is to be budgeted in 1991 as an expenditure within the Infrastructure Fund.


WM:mb

Encl



**Bonestroo
Rosene
Anderlik &
Associates**

Engineers & Architects

Otto G. Bonestroo, P.E.
Robert W. Rosene, P.E.
Joseph C. Anderlik, P.E.
Marvin L. Sorvala, P.E.
Richard E. Turner, P.E.
Glenn R. Cook, P.E.
Thomas E. Noyes, P.E.
Robert G. Schunicht, P.E.
Susan M. Eberlin, C.P.A.

Keith A. Gordon, P.E.
Richard W. Foster, P.E.
Donald C. Burgardt, P.E.
Jerry A. Bourdon, P.E.
Mark A. Hanson, P.E.
Ted K. Field, P.E.
Michael T. Rautmann, P.E.
Robert R. Pfefferle, P.E.
David O. Loskota, P.E.
Thomas W. Peterson, P.E.
Michael C. Lynch, P.E.
James R. Maland, P.E.

Kenneth P. Anderson, P.E.
Mark R. Rolfs, P.E.
Robert C. Russek, A.I.A.
Thomas E. Angus, P.E.
Howard A. Sanford, P.E.
Daniel J. Edgerton, P.E.
Mark A. Seip, P.E.
Philip J. Caswell, P.E.
Ismael Martinez, P.E.
Mark D. Wallis, P.E.
Thomas R. Anderson, A.I.A.
Gary F. Rylander, P.E.

Miles B. Jensen, P.E.
L. Phillip Gravel III, P.E.
Rene C. Plumart, A.I.A.
Agnes M. Ring, A.I.C.P.
Jerry D. Pertzsch, P.E.
Cecilio Olivier, P.E.
Robert R. Dreblow, P.E.
Gary W. Morien, P.E.
Charles A. Erickson
Leo M. Pawelsky
Harlan M. Olson

February 19, 1991

City of New Hope
4401 Xylon Avenue North
New Hope, MN 55428

Attention: Kirk McDonald

Re: Topographic Mapping
Our File No. 34-Gen

Dear Kirk:

Attached are three proposals for topographic mapping for the City of New Hope. The three proposals are based on 5202 acres of mapping separated as follows:

| <u>CITY</u> | <u>ACRES</u> | <u>% of TOTAL</u> |
|---------------------|---------------------|-------------------|
| New Hope | 3286 | 63.2 |
| Crystal | 1211 ⁽¹⁾ | 23.2 |
| Brooklyn Park | 280 | 5.4 |
| Golden Valley | 280 | 5.4 |
| Plymouth (T.H. 169) | <u>145</u> | <u>2.8</u> |
| TOTAL | 5202 | 100 |

(1) Included in the 1211 acres for Crystal is 570 acres west of Louisiana Avenue and 641 acres between Louisiana Avenue and Hampshire Avenue.

In addition, based on staffs interest for 1" = 50' scale mapping, we requested quotes not only for 1" = 100' scale, 2' contours; but also 1" = 50' scale, 1' contours. Listed below are the quotes submitted by each firm.

City of New Hope
Mr. Kirk McDonald
Page 2

February 19, 1991

| | <u>Horizons Inc.</u> | <u>Martinez Corp.</u> | <u>Markhurd</u> |
|-------------------------------|--------------------------|---------------------------|-----------------|
| 1" = <u>100', 2'</u> Contours | | | |
| Total Acreage (5202 Ac.) | \$53,215 | \$65,871 | \$88,730 |
| New Hope (3286 Ac.) | 33,632 | 41,630 | 56,077 |
| 1" = <u>50', 1'</u> Contours | | | |
| Total Acreage (5202 Ac.) | 94,160 | 176,338 | 152,955 |
| New Hope (3286 Ac.) | 59,509 | 111,445 | 96,668 |

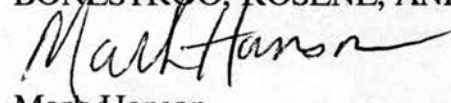
Horizons inc. is the low quote for 1" = 100' scale, 2' contour mapping for New Hope at \$33,632. In addition to the above cost, the estimated cost for the necessary ground control (horizontal and vertical) which would be done by our office is \$2500 - \$3000. Attached is our letter dated September 12, 1990 which recommend we budget approximately \$29,000 for the required mapping.

It's recommended the City review each proposal and evaluate if 50' scale contour mapping is required. From an engineering standpoint, the 50' scale mapping is not required. As noted, the 100' scale mapping for New Hope with ground control (approximately \$36,000) exceeds the recommended budgeted amount (\$29,000). Therefore, if the City feels it can't proceed with the entire project at this time, it's recommended consideration be given to proceeding with a portion of the project. In addition, by copy of this letter we are also requesting the City of Crystal to strongly consider mapping their City which exists west of Louisiana Avenue (approximately 570 acres; \$5,830) to simplify the ground control and the mapping process. Relative to the ¼ mile strip of additional mapping north of 62nd Avenue, east of Louisiana Avenue, and south of Medicine Lake Road, it's desirable but not required. The mapping in Plymouth includes T.H. 169 right-of-way which also is desirable but not required.

The aerial photography is done in the spring as soon as weather and ground conditions permit. Therefore, we need to determine by the March 11th Council Meeting if we are to proceed with the work. If you have any questions please contact this office.

Yours very truly,

BONESTROO, ROSENE, ANDERLIK & ASSOCIATES, INC.



Mark Hanson
MH:lk

cc: Bill Monk, City of Crystal



HORIZONS, INC.

Aerial Mapping Professionals

MAIN OFFICE
1635 Deadwood Ave. • PO Box 3134
Rapid City, SD 57709-3134
Phone: (605) 343-0280

MIDWEST DIVISION
Opus 2 • 6125 Blue Circle Dr.
Minnetonka, MN 55343
Phone: (612) 931-9869

February 12, 1991

Mr. Mark Hanson
Bonestroo, Rosene, Anderlik
and Associates
2335 West Highway 36
St. Paul, MN 55113

RE: HE-947

Dear Mr. Hanson:

Reference is made to your letter of February 4, 1991 and our recent telephone conversations. Accordingly, we are pleased to furnish our proposal for aerial services for the City of New Hope, MN and vicinity. Details of our proposal are described below.

AREA

The areas covered by this proposal are shown on the attached map. We estimate the entire area to be 5200 acres in size.

AERIAL PHOTOGRAPHY

We will obtain new aerial photography this spring as soon as weather and ground conditions permit. This photography will be obtained with a precision mapping camera suitable for preparing the topographic mapping described below. Delivery will consist of one set of 9" x 9" contact prints.

GROUND CONTROL

It is understood that Bonestroo, Rosene, Anderlik and Associates will furnish all the ground control necessary for controlling the topographic mapping.

NOTE: The surveyor responsible for the ground control survey shall verify which horizontal coordinate system and vertical datum will be required by the client for any control survey work performed in conjunction with this project.

DIGITAL TOPOGRAPHIC MAPPING 1" = 100'

We will furnish the maps at a scale of 1" = 100' showing contours at two foot intervals. In addition to contours, the maps will include spot elevations, roads, buildings, main driveways, railroads, major fences, drainage, shorelines, swamps and tree outlines to the extent these features are visible on the photography. If areas are obscured, the contours will be dashed to indicate they are approximate.

Delivery will consist of computer drafted mylars in an eighth section format.

Mr. Mark Hanson
February 12, 1991
Page 2

We will deliver the digital mapping on diskettes in an Autocad Drawing File or DXF (Autocad) File Format to be determined by you. Please discuss delivery format with Ms. Lisa Seaman (1-800-658-3613). If delivery is desired in another software format, we reserve the right to review our prices.

MAP FEATURES & CONTENT

@ 1" = 100' scale

LAND USE FACILITIES

Parks (sidewalks, fences, trees)
Golf Courses Boundaries
Cemeteries Boundaries
Mobile Home Park Boundaries
(no individual mobile homes)
Mines/Quarry Boundaries
Annotation on all above

NATURAL FEATURES

Trees
Rivers
Drains
Lakes & ponds
Swamps

STRUCTURES

Roads, Urban (face of curb)
Roads, Rural (edge of pavement)
Trails (well defined)
Railroads
Buildings
Driveways
Alleys
Culverts
Walls
Fences (including residential
property fences)
Bridges
Pipelines
Dam Structures
Large Signs

TOPOGRAPHIC FEATURES

2' Contour Intervals (normal)
Spot elevations
Depression Ticks
Grid ticks or grids
Field control points

DIGITAL TOPOGRAPHIC MAPPING 1" = 50'

We will furnish the mapping at a scale of 1" = 50' showing 1 foot contours. In addition to contours, the maps will include spot elevations, roads, buildings, railroads, major fences, drainage, driveways, shorelines, swamps and tree outlines to the extent these features are visible on the photography. If areas are obscured, the contours will be dashed to indicate they are approximate.

Delivery will consist of computer drafted mylars in a sixteenth section format.

MAP FEATURES & CONTENT

@ 1" = 50 ' scale

LAND USE FACILITIES

Parks (sidewalks, fences, trees)
Golf Courses Greens, Tees,
Fairway Boundaries
Cemeteries
Mines/Quarries
Mobile Home Parks

NATURAL FEATURES

Trees (individual & groups) trees)
Rivers
Drains
Lakes & Ponds
Swamps

STRUCTURES

Roads, Urban (face of curb)
Roads, Rural (driving surface &
shoulder)
Railroads (both rails)
Railroad Switches & Signals
Buildings & Mobile Trailers
Trails Driveways
Alleys
Culverts Catch Basins
Retaining Walls & Steps
Fences (All)
Bridges
Pipelines
Poles Signs
Manholes Hydrants
Curbs & Gutters
Sidewalks (public & private)
Dams & Concrete Structures

TOPOGRAPHIC FEATURES

1' Contour Intervals
Spot Elevations
Depression Ticks
Grids or Grid Ticks
Field Control Points

DATABASE FILE DELIVERY

This data base file delivery is based on the following parameters:

1. The data provided will operate on IBM Compatible hardware or equivalent.
2. The Disk Operating System will be MS DOS V 3.3.
3. The media for data transfer will be either 5¼" 1.2 MB floppy disk or 3½" 1.5 MB micro disk.
4. The data will operate within AUTOCAD RELEASE 11 software.
5. Grid Ticks will be contained in the data file.
6. Simple title blocks will be shown if requested (to include legend project and client name, map scale, contour interval and north arrow (please specify any special title block format needs).
7. Symbols will be represented as Blocks in the data file.
8. Polyline are standard with AUTOCAD R-11.
9. The overlap or edge match of the data files on a multiple sheet delivery project will duplicate the hard copy sheets delivered (please specify exceptions prior to project start).

Any non-standard data base file delivery other than the above standard delivery can be provided at the discretion and approval of Horizons, Inc., prior to project beginning at an additional agreed upon cost.

MAP USAGE, ACCURACY & LIABILITY

Except where the ground may be obscured, map accuracy will comply with National Map Accuracy Standards. Briefly, these state that 90% of all well defined features shall be correct within 1/30 inch and 90% of elevations correct within 1/2 contour interval. If areas are obscured, contours will be dashed to indicate they are approximate. Spot elevations, if any, within these obscured areas will also be approximate. This map and/or database has been designed to meet National Map Accuracy Standards at its original scale of 1" = 100' and contour interval of 2' or 1" = 50' and contour interval of 1'.

When the scale of the map is reduced or enlarged either photographically or digitally, the horizontal and vertical accuracy is no better than the national standard map accuracy for the scales and contour interval of the original maps where intended. Map accuracy is also related directly to and no better than the accuracy of the horizontal and vertical control furnished.

It is the responsibility of the map user not only to field verify the accuracy of the map information, but also to ascertain whether or not the map scale, contour interval and accuracy are satisfactory for whatever the purpose the map is to be used. Horizons, Inc.'s liability for any such inaccuracies in this map shall be limited to the correction of any such inaccuracies found due to the photogrammetric process, and shall not exceed the contract value of the map.

PERFORMANCE SCHEDULE

We will obtain the aerial photography this spring as soon as weather and ground conditions permit. The ground control will be furnished to you within 14 days after suitable photography is obtained.

The time required to deliver the computer drafted mylars depends on the amount of mapping ordered. However, we estimate the mylar plots of the mapping data can begin to be delivered within 30 days after receipt of completed ground control and completed within 90 days.

Delivery of the digital map database on disk shall follow within 14 days after the mylar plots.

PAYMENT

Our charge for the services described above will be as follows:

- | | |
|--|-------------|
| 1. Digital Topographic Mapping (1" = 100') | \$53,215.00 |
| 2. Digital Planimetric Mapping (1" = 50') | \$94,160.00 |

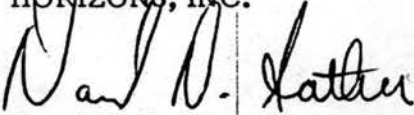
Payment of our invoice will be due within 30 days after delivery and invoicing. When using control information provided by other than our own forces, an additional charge of \$55.00 per hour will be made for excess office time, if any, due to erroneous control.

We appreciate the opportunity to furnish this proposal and look forward to being of service. If you have any questions, please do not hesitate to contact us.

Mr. Mark Hanson
February 12, 1991
Page 6

Respectfully submitted,

HORIZONS, INC.



Daryl D. Sather
Midwest Division Operations Manager

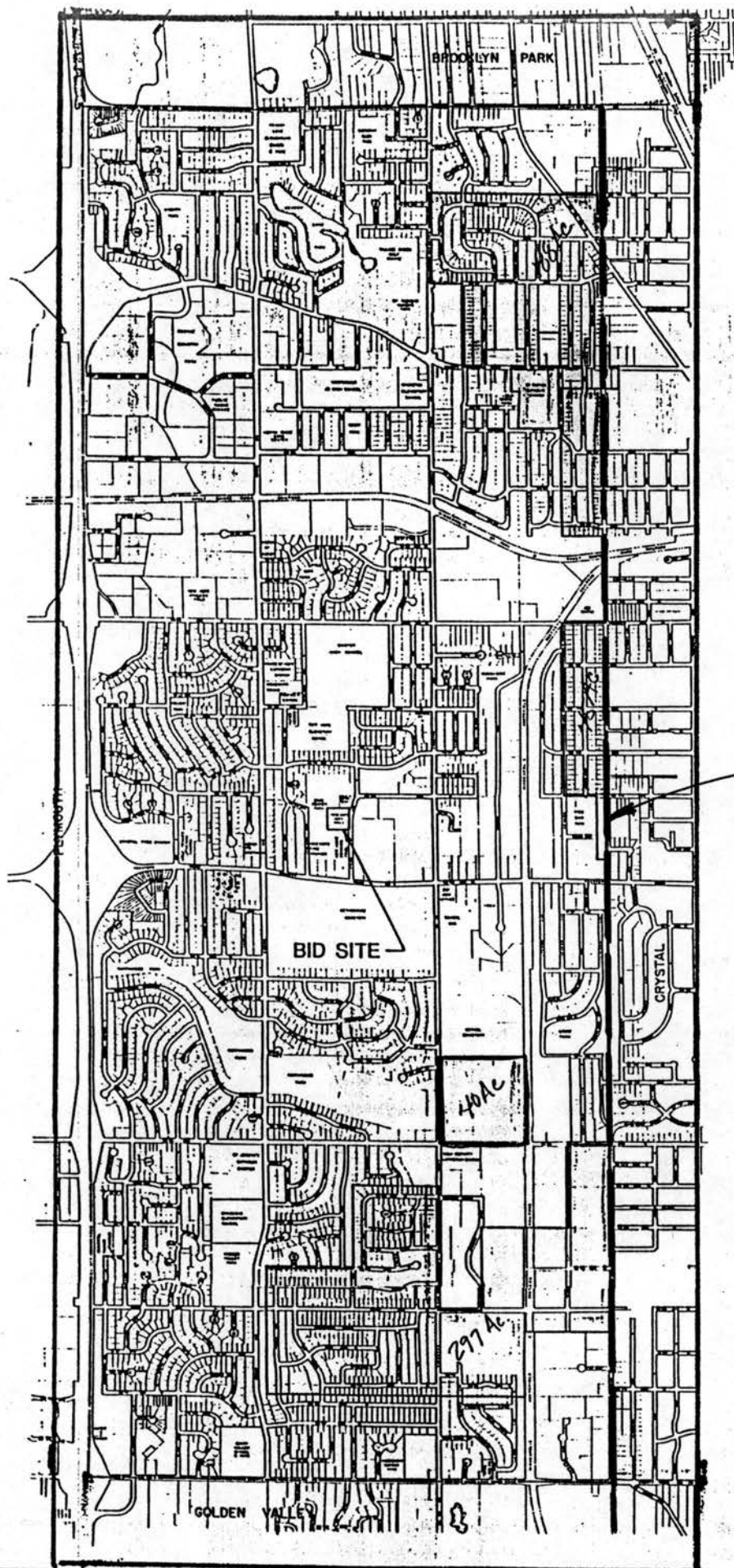
DDS/bab/15/006

PROPOSAL ACCEPTED FOR THE CITY OF NEW HOPE BY:

Signature _____

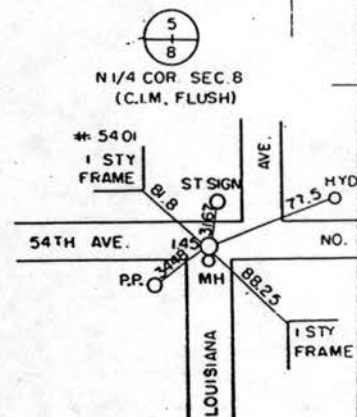
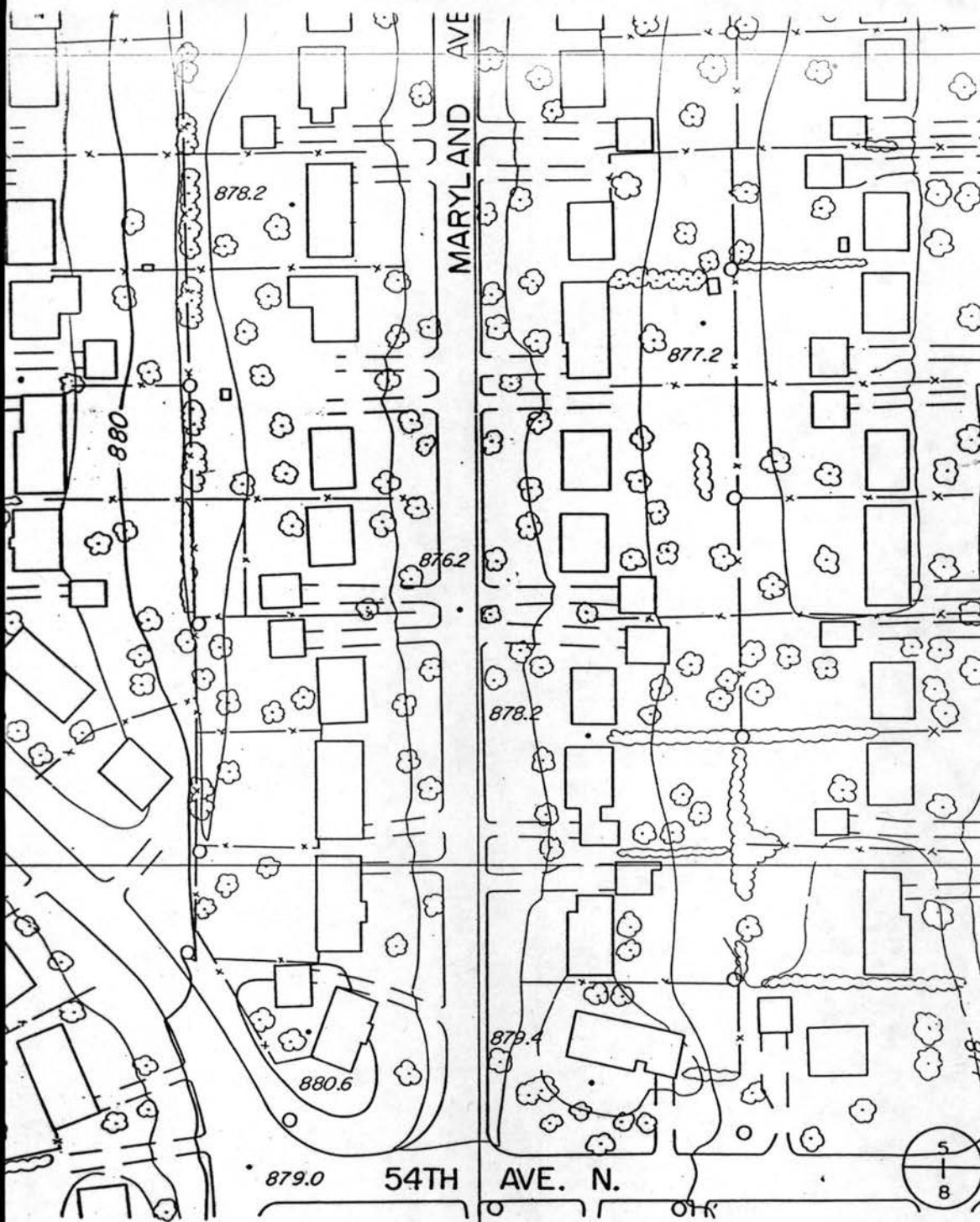
Title _____

Date _____



**WONG, HOY JIN, APMN 國強 &
A'JAM IAH 7, NH.**

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR
DIRECT SUPERVISION AND THAT I AM A BART REGISTERED FOR
EMPLOYER/EMPLOYEE UNDER THE LAWS OF THE STATE OF NEW
JERSEY



10

*Contour Map
Example*

City Of Cry

SW 1/4 SECTION

T118N R21W

HENNEPIN COUNTY

PREPARED FOR

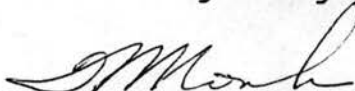
ORR, SCHELEN, MAYERON & A

DATE: February 26, 1991
TO: Jerry Dulgar, City Manager
FROM: William Monk, City Engineer
SUBJECT: State Aid Street Redesignations

Consistent with the City Council discussion on February 19 regarding the MSA system, two resolutions are attached for the Council's consideration. The first resolution deals with the removal of stop signs along routes proposed to be added to Crystal's MSA system. The second resolution approves the deletion of joint County/City road State Aid designations and the addition of the new City MSA streets.

If the resolutions are approved, the following actions will be undertaken by City staff:

- Where 4-way stops are converted to 2-way stops, signage will be installed on the remaining stop signs indicating cross traffic does not stop.
- The Police Department will develop and implement a speed check (radar) program along the new MSA routes over an extended period of time to enforce the speed limit.
- A request will be made to place an article in the Post noting the justification of the stop sign removal in light of the overall gains to the City in regards to State Aid.
- An article will be placed in the next City newsletter regarding the situation.



WM:mb

Encl

RESOLUTION 91-

RESOLUTION APPROVING REMOVAL OF STOP SIGNS

WHEREAS, Crystal is interested in deleting joint City/County State Aid street designations in favor of adding City streets to the Municipal State Aid System.

WHEREAS, streets on a State Aid roadway system must adhere to provisions of the Uniform Traffic Manual.

NOW, THEREFORE BE IT RESOLVED, that the Crystal City Council hereby approves the removal of stop signs on the following proposed MSA routes:

Wilshire Avenue at Xenia Avenue
Wilshire Avenue at Vera Cruz Avenue
53rd Avenue at Hampshire Avenue
Vera Cruz Avenue at Fairview Avenue
Hampshire Avenue at 48th Avenue
Hampshire Avenue at 41st Avenue
Hampshire Avenue at 40th Avenue
Hampshire Avenue at 31st Avenue
Hampshire Avenue at 30th Avenue
Adair Avenue at 43rd Avenue
38th Avenue at Yates Avenue
38th Avenue at Georgia Avenue
34th Avenue at Florida Avenue
34th Avenue at Xenia Avenue
Medicine Lake Road at Zane Avenue
Medicine Lake Road at Lamplighter Lane
Welcome Avenue at 35th Avenue (unimproved)
Adair Avenue at 43rd Avenue

Adopted by the City Council this 5th day of March, 1991.

Mayor

ATTEST:

City Clerk

RESOLUTION 91-

RESOLUTION REDESIGNATING STATE AID ROUTES IN CRYSTAL

WHEREAS, Crystal is interested in deleting joint City/County State Aid street designations in favor of adding City streets to the Municipal State Aid System.

NOW, THEREFORE BE IT RESOLVED, that the Crystal City Council hereby approves

- 1) Removal of the municipal designation from the following County Municipal State Aid street designations:

S.A.Segment

| <u>No.</u> | <u>Street</u> | <u>Limits</u> | <u>Length</u> |
|------------------------------------|-----------------|------------------------------------|---------------|
| 513 | Winnetka Avenue | No. of 36th to So. of 30th Ave. | 0.25 |
| 514 | Douglas Drive | 27th to West Broadway | 2.95 |
| 515 | 42nd Avenue | Louisiana to Adair | 0.69 |
| 516 | West Broadway | 60th to 47th | 1.94 |
| 517 | 56th Avenue | Sumter to East Corp | 1.97 |
| Total Decrease in Municipal System | | | 7.80 M. |

- 2) Addition to the following local streets to Crystal's Municipal State Aid street system:

| <u>Street</u> | <u>Limits</u> | <u>Length</u> |
|------------------|----------------------------|---------------|
| Wilshire Avenue | CR81 to Regent | 0.50 |
| Regent Avenue | Wilshire to 56th | 0.12 |
| 53rd Avenue | Douglas Drive to Louisiana | 0.48 |
| Vera Cruz Avenue | Corvallis to West Broadway | 0.27 |
| Hampshire Avenue | Fairview to 38th | 1.29 |
| 38th Avenue | Hampshire to Welcome | 0.69 |
| Adair Avenue | 47th to 36th | 0.98 |
| Brunswick Avenue | 36th to Medicine Lake Rd. | 0.96 |

| | | |
|------------------------------------|-----------------------|---------|
| Hampshire Avenue | 36th to 27th | 0.98 |
| Medicine Lake Road | Douglas Drive to Zane | 0.23 |
| 29th Avenue | Zane to TH100 | 0.26 |
| 34th Avenue | Hampshire to Welcome | 0.66 |
| Welcome Avenue | 38th to 34th | 0.65 |
| | | <hr/> |
| Total Addition to Municipal System | | 8.07 M. |

Adopted by the City Council this 5th day of March, 1991.

Mayor

ATTEST:

City Clerk

DATE: February 13, 1991
TO: Jerry Dulgar, City Manager
FROM: William Monk, City Engineer
SUBJECT: State Aid Street Redesignations

At present Crystal has 17.4 miles of streets designated as part of its Municipal State Aid Street (MSAS) system. Of this total, 9.6 miles covers local City streets while 7.8 miles is involved in joint designations with Hennepin County on the County Road system. This duplication of coverage in joint designations adversely affects both Crystal and the County in terms of the needs portion of our annual MSA allocation as well as our maintenance allowance. Further, Crystal is limited in the improvements it can make to local streets because so much of our mileage is in essence under County jurisdiction.

As you know, I have been working with State Aid and Hennepin County staff to allow redesignation of the joint system mileage onto local streets. By having 17.8 miles of the 80 miles of local streets on the MSA system, Crystal would have a ready funding source to cover 90 to 100 percent of the reconstruction costs for over 20 percent of its streets. Combined use of MSA funds and property assessments could form the cornerstone of Crystal's street reconstruction program. While such a program by itself could make the redesignation worthwhile, recent proposals at the State level make it increasingly inviting and important to consider redesignation:

- MnDOT is currently in the final stages of a rules change that would significantly reduce the required width of MSA streets in residential neighborhoods. This change would allow Crystal to rebuild most of its lower traffic volume MSA streets to a cross section consistent with in place construction.
- The State is proposing to drastically cut the transfer of MVET funds for roadway use. Such a reduction will have a direct impact on MSA allocations and will make decisions regarding designation and use of the funds more important than ever.

The State Aid office has reviewed the grid system described in the attached letter dated November 13, 1990. All the street sections except Yukon and 30th Avenues meet State requirements for layout and termini. Further, the redesignations will not involve any penalties for funds used by Crystal on joint City/County streets within the last 20 years. The proposed system, however, does not comply with the uniform traffic manual in relation to placement of stop signs.

Jerry Dulgarr
February 13, 1991
Page 2

The 7.8 miles of local streets proposed to be added to the State Aid System contain 23 sets of stop signs. Only 5 of those locations (intersections of State Aid Streets) comply with provisions of the uniform traffic manual. Stated simply, the traffic volumes carried by these streets do not produce the vehicular conflicts necessary to meet the code.

To secure final approval of the MSA redesignations, the following 4-way stops would need to be modified to 2-way stops and allow thru traffic movements along the MSA route:

- Wilshire Ave. at Xenia Ave.
- Wilshire Ave. at Vera Cruz Ave.
- 53rd Ave. at Hampshire Ave.
- Vera Cruz Ave. at Fairview Ave.
- Hampshire Ave. at 48th Ave.
- Hampshire Ave. at 41st Ave.
- Hampshire Ave. at 40th Ave.
- Hampshire Ave. at 31st Ave.
- Hampshire Ave. at 30th Ave.
- Adair Ave. at 43rd Ave.
- 38th Ave. at Yates Ave.
- 38th Ave. at Georgia Ave.
- 34th Ave. at Florida Ave.
- 34th Ave. at Xenia Ave.
- Medicine Lake Rd. at Zane Ave.

The following two-way stop installations would also need to be removed:

- Medicine Lake Rd. at Lamplighter Lane
- Welcome Ave. at 35th Ave. (unimproved)
- Adair Ave. at 48th Ave.

While I am not anxious to pursue removal of stop signs, the petition process used over the years to consider installations has been rather subjective and probably should be reviewed on a City-wide basis. At this time Crystal needs to review the issue as it relates to State Aid streets. I do not feel Crystal is in a position to let our stop sign policy negate this important MSA redesignation process. I propose to review this matter with the Council prior to offering resolutions for action.



WM:mb

Encl

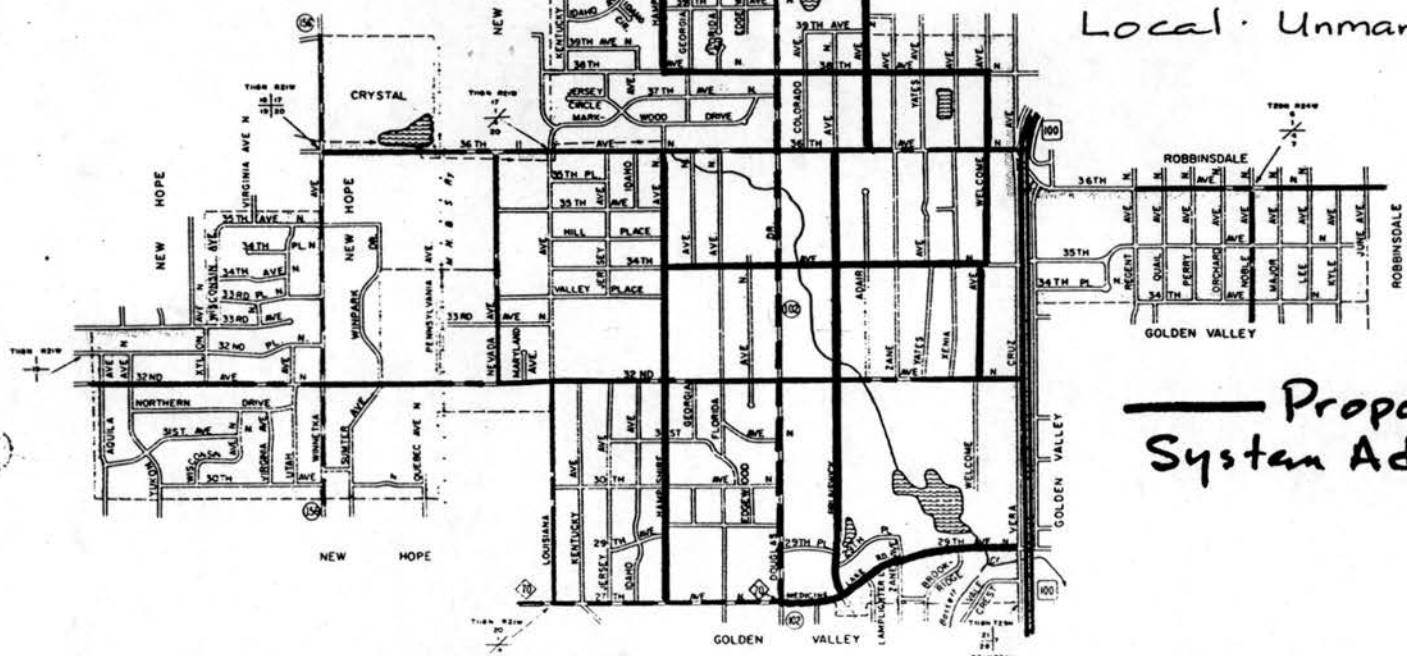
CITY OF CRYSTAL

SCALE
1000' 0 1000' 2000'



Street Jurisdictional
Classifications

State ==
County -----
(State Aid)
Municipal ----
(State Aid)
Local - Unmarked



Proposed
System Add.

DATE: February 26, 1991
TO: Jerry Dulgar, City Manager
FROM: William Monk, City Engineer
SUBJECT: Maintenance Equipment for Community Center

Providing maintenance/custodian services at the Community Center has proven to be a major undertaking for Building Maintenance personnel. The kitchen, gym, locker rooms, and other special features of the building require a scope and scale of services well beyond what is considered routine. To date, a carpet/furniture cleaner/extractor has been the only purchase made in response to the special nature of the building's use.

Over the past several months, it has become evident that our maintenance efforts are not meeting the need in several areas. The floors are cleaned continuously and still the deterioration, especially to the wood finish, is incredible due to heavy usage of the facility. Additionally, we have had to rent equipment to access the high ceiling area in the gym on a regular basis to deal with issues associated with operations and rental setups.

In an effort to deal with these matters, Kevin Whelan (Building Coordinator) met with a number of vendors to review various equipment and related costs. Based on the findings, I am recommending the Council authorize use of charitable gambling funds to purchase a new automatic wood/tile floor cleaner and a used aerial (single person) lift as detailed in the attached resolution. The equipment recommended has been looked at carefully to assure use throughout the Center as well as at other City facilities.

I will be prepared to review this matter more fully with the Council on Tuesday night.


WM:mb

Encl

RESOLUTION NO. 91-

RESOLUTION APPROVING EXPENDITURE OF
CHARITABLE GAMBLING FUNDS FOR MAINTENANCE
EQUIPMENT FOR THE CRYSTAL COMMUNITY CENTER

WHEREAS, an organization conducting lawful gambling in the City of Crystal must certify to the City that at least 20 percent of its net profits have been expended in the trade area of the City for the lawful purposes specified by the City, and

WHEREAS, the City of Crystal maintains a separate fund for the contribution of the 10 percent of net profits from lawful gambling within the City, and

WHEREAS, the City Attorney has determined that maintenance equipment for the Crystal Community Center is a lawful purpose under Minnesota Statutes, Section 349.12, Subdivision 11,

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Crystal approve expenditure of funds from lawful gambling contributions, Fund #87, for the purpose of acquiring a floor cleaner and aerial lift for use at the Crystal Community Center, 4800 Douglas Drive, Crystal, Minnesota.

Further, that based on solicited quotations that Crystal contract with the firms noted below for purchase of said equipment:

| <u>Firm</u> | <u>Equipment</u> | <u>Cost</u> |
|-------------|--------------------|-------------|
| Metroquip | Aerial Lift | \$ 5,699.05 |
| | (Genie PLC30PDC) | |
| Dalco | Auto Floor Cleaner | \$ 7,169.00 |
| | (Tennant 260XP) | |

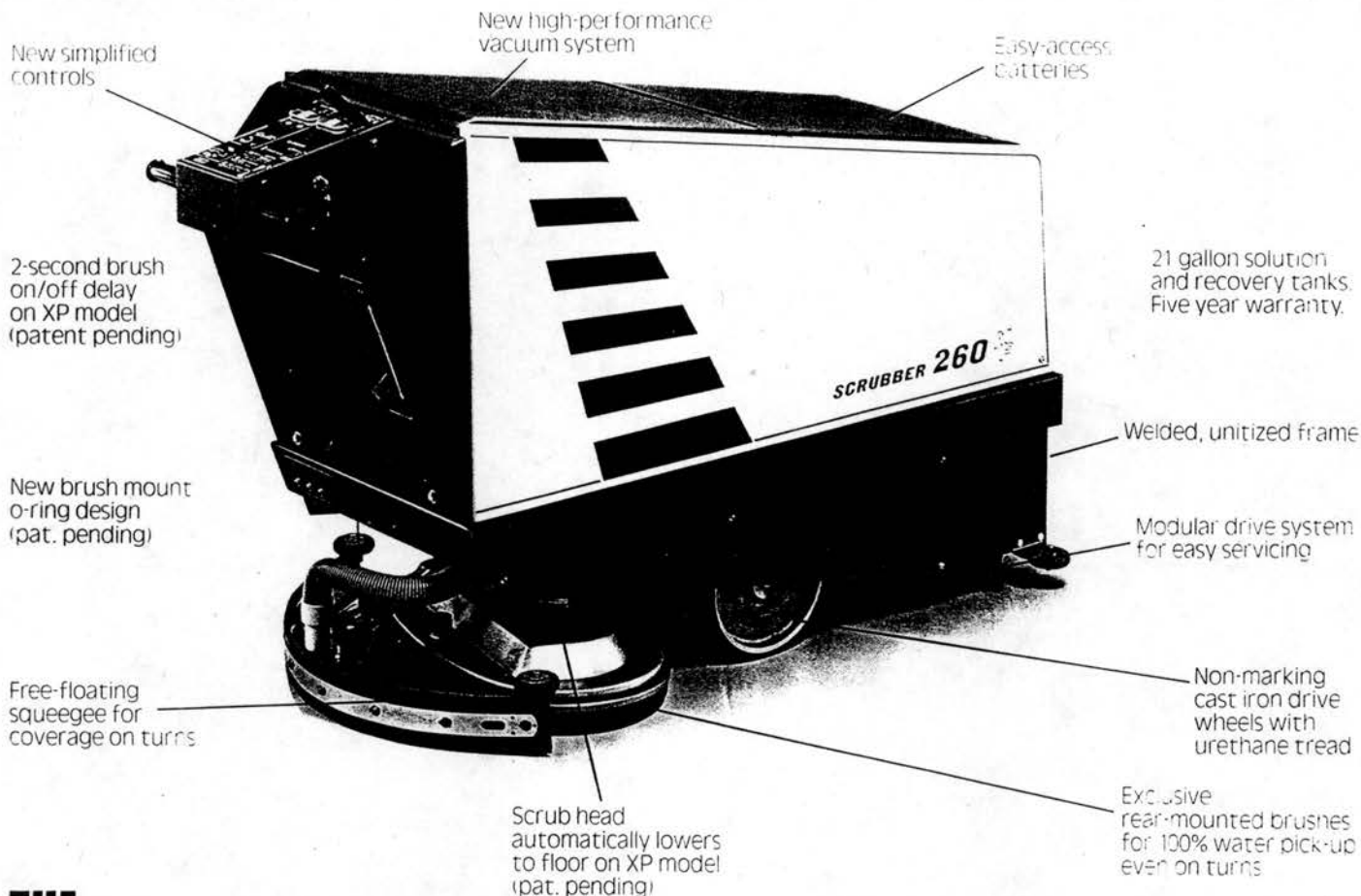
Adopted by the City Council this 5th day of March, 1991.

Mayor

ATTEST:

City Clerk

ELITE 260 SCRUBBER



THE COMPTROLLER'S SCRUBBER

The new Elite 260 is built and backed better than any scrubber in the industry. And it's got the numbers to prove it. Plus, the new Elite 260 offers new features and improvements that make it an even better value. In fact, the Elite 260 offers a tremendous return on investment - giving you numbers even a Comptroller can love. That's why we call the Elite 260 The Comptroller's Scrubber. It's got quality you can count on.

2 YEAR WARRANTY

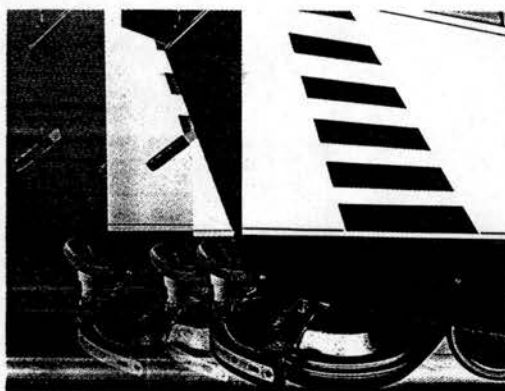
That's how long the warranty on the new Elite 260 extends. That's a full year - 365 days - longer than the warranty on any of our competitor's scrubbers. But Tennant Trend built, tested and checked the Elite 260's so we could offer the best warranty in the business - and give you the numbers to let you know you probably won't have to use it.

800 MILE TORTURE TEST

That's how many miles we ran the new Elite 260 Scrubber to see just how tough, how rugged, how reliable it really is. We ran it for thousands of continuous hours, back and forth, forward and reverse, over and over again. All in all, the Elite 260 scrubbed 4,224,000 linear feet without a single failure. That's quality you can count on.

157 QUALITY CHECKS

That's how many quality checks each and every Elite 260 undergoes during manufacturing and before shipping. We check every component from the drive wheels to the operator controls and back again. All those checks mean you can be sure that your Elite 260 will run first time, every time for as long as you own it.

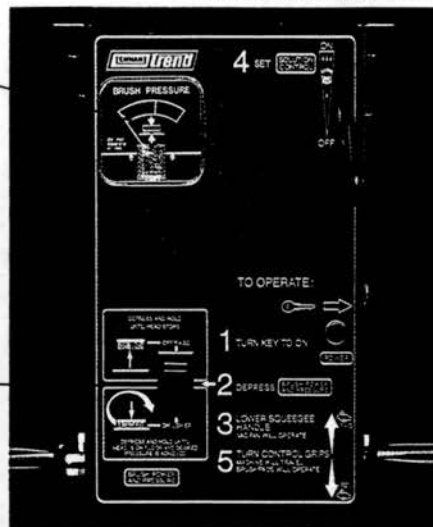


EASY-TO-OPERATE CONTROLS

MODEL 260 CONTROL CONSOLE

Brush pressure meter

Brush pressure -
head raise/lower switch



Solution control handle

Key switch

Power indicator light

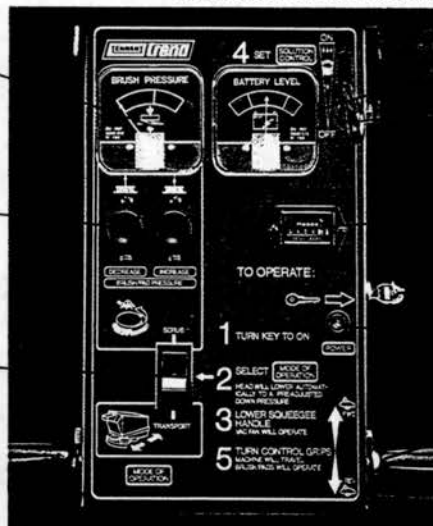
Control grips

MODEL 260 XP CONTROL CONSOLE

Brush pressure meter

Pressure selection pushbuttons

Mode switch



Battery condition meter

Solution control handle

Hour meter (optional)

Key switch

Power indicator light

Control grips

SIMPLER OPERATION

Simplified operation means the Elite 260 is easier to operate than ever before. It's so simple, training time and expense are greatly reduced. And simpler operation means faster, more efficient cleaning for lower labor costs, too.

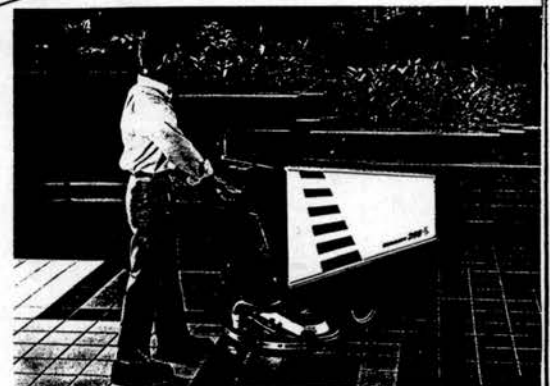
IMPROVED BRUSH MECHANISM

The brushes only run when the machine is in scrub mode, so when the machine is stopped the brushes stop and won't wear the floor.

Brushes and pad drivers mount and remove more easily due to unique o-ring design (patent pending).

An exclusive feature of the XP model is an automatic on/off delay timer that keeps the brushes turning for up to 2 seconds while the machine is shifted between forward and reverse. This continuous brush movement improves cleaning by eliminating unscrubbed areas and missed cleaning solution after a change of direction (pat. pending).

Also, the scrub head automatically lowers to the floor and selects a normal scrubbing pressure on the XP model (pat. pending).



BETTER RETURN ON INVESTMENT

All these impressive numbers add up to one solid conclusion - the new Elite 260 Scrubber gives you the highest return on your investment of any scrubber on the market today. In fact, your authorized Tennant Trend distributor can give you a complete analysis of just how much you can save in the long run when you buy the new Elite 260 Scrubber - the Comptroller's Scrubber from Tennant Trend.

NEW IMPROVED VACUUM

A new, more powerful, heavy duty vacuum system drags water, dirt and debris right out of the toughest cracks and into the holding tank for disposal. And this new motor is standard on the new Elite 260 - no extra cost.

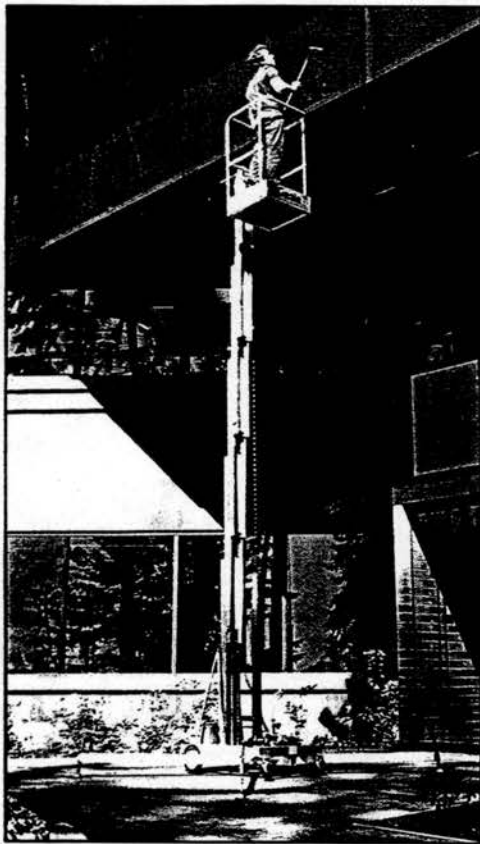
THE HUSH CONVERSION

A new sound reduction kit is available to soften the noise level of the Elite 260 and 260 XP scrubbers. This ability to run more quietly will enhance the value of our new 260 to hospitals, nursing homes and any other location where people will be present during use.

Genie PERSONNEL LIFT

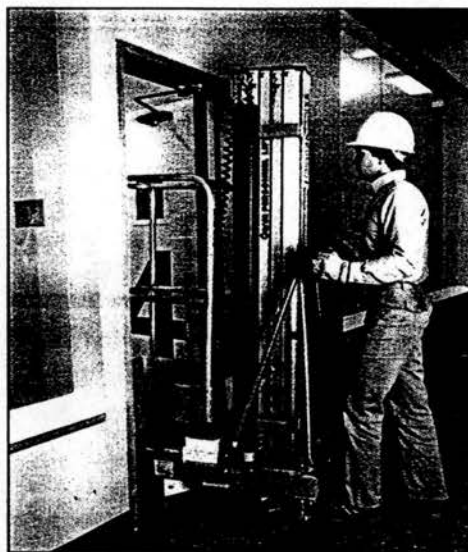
**Working heights to
43 ft. (13.1 m)
Platform heights to
36 ft. (10.9 m)
300 lb. (136 kg) load
capacity
One person
portability**

The convenient and affordable Genie Personnel Lift, allows one person to quickly complete jobs that would normally require two or even three workers. This saves valuable time . . . and time is money.



Engineered for safety

The Genie Personnel Lift exceeds OSHA and ANSI safety standards. The fully enclosed basket with six inch (.15 m) toe-boards, offers ground level entry and has a load capacity of 300 lbs. (136 kg). To ensure safe, controlled descents in emergency situations, the powered Personnel Lift has a ground level manual lowering valve and hydraulic flow control valve which are standard. The dual chain lifting system offers additional safety.



Compact dimensions

The compact dimensions of the Genie Personnel Lift fit easily through standard size 30 inch (.76 m) doorways.

Narrow access option

The Genie Personnel Lift with optional narrow base (shown above) offers a base width of 23 1/4 inches (.59 m) for access through tight entryways — as narrow as 24 inches (.61 m) — such as racquetball court doors. A narrow 22 inch (.56 m) basket allows entry through ceiling panels or other small overhead openings.



Lightweight for transport

Lightweight aluminum construction and special loading casters allow one person to load a Genie Personnel Lift into a standard pickup truck or utility vehicle for transport.

Smooth, efficient power

Choose from AC, DC or air motor power to quickly reach working heights to 43 ft. (13.1 m). A platform mounted 110 volt electrical outlet is standard on all powered AC and DC units. The Genie Personnel Lift is also available in manual, winch-operated models (shown below) reaching working heights to 31 ft. (9.4 m).



Durable, reliable and versatile

The Genie Personnel Lift features high-strength aluminum construction and a patented, interlocking mast system that stands up to rugged job-site conditions. Time-tested mechanical and electrical systems provide long-term, dependable performance. The versatile Personnel Lift has outriggers that can be placed in the standard X or an optional T pattern (shown above). The T pattern is perfect for working against a full height immovable object such as a wall.



Fiberglass basket option

An optional fiberglass basket is available for the standard and narrow width models of the powered Genie Personnel Lift.

Accessories

- Tool tray
- Tilt-back accessory (standard on PLC-30 and PLC-36)

ORDINANCE NO. 91-_____

AN ORDINANCE RELATING TO SIGNS:
ESTABLISHING A MORATORIUM ON VARIANCES
UNDER CRYSTAL CITY CODE,
SUBSECTION 406.30

THE CITY OF CRYSTAL ORDAINS:

Section 1. Background: Findings. 1.01. The City regulates the construction and erection of signs in the various zoning districts under the provisions of Crystal City Code, Section 406 (sign ordinance). The sign ordinance is an "official control" within the meaning of Minnesota Statutes, Section 462.355, Subd. 4 (Act).

1.02. The City Council has authorized a study to be conducted to determine the appropriateness of the various limitations of the sign ordinance and the procedures under which variances from those limitations should be granted with a view towards making substantive amendments to the sign ordinance.

1.03. The City is authorized by the Act to adopt interim ordinances to regulate, restrict or prohibit any use or development within the City pending the adoption of an amendment to an official control resulting from the study.

1.04. The City Council is of the opinion that during the pendency of the study that applications for sign permits should be processed in the normal manner but that no variances from the strict application of the sign ordinance should be granted until completion of the study.

Sec. 2. Moratorium. 2.01. Pursuant to the Act there is declared a moratorium on the granting of variances under Subsection 406.30 of the sign ordinance and, except as provided in Section 2.02, no such variance will be granted by the Council until September 30, 1991.

2.02. The Council may on a showing of extraordinary hardship or in cases of overriding considerations of public health and safety grant variances under Section 406.30. A variance granted under this section must be accompanied by detailed findings of the Council and the Council may make the variance subject to such conditions as may be necessary to insure that the ultimate use of the sign involved will be consistent with the purpose and intent of this interim ordinance and the study.

Sec. 3. This ordinance is effective in accordance with Crystal City Code, Subsection 110.11 and applies to applications for variances submitted after February 19, 1991.

Betty Herbes
Mayor

Attest:

Clerk

☒ Sign Here
☐ Initial Here
☐ Notarize Here
☐ Return
☐ _____

Post-It™ signature request pad 7669

*Held for
Second
Reading*

ORDINANCE NO. 91-_____

AN ORDINANCE
RELATING TO CITY GOVERNMENT:
REPEALING CRYSTAL CITY CODE,
SUBSECTIONS 210.09, SUBDIVISION 4
AND 305.49.

THE CITY OF CRYSTAL ORDAINS:

Section 1. Crystal City Code, Subsection 210.09, Subdivision 4, is repealed.

Sec. 2. Crystal City Code, Subsection 305.49, is repealed.

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

Mayor

Attest:

Clerk

Representative Ann Rest
District 46A

Re : Special Legislation

Dear Rep. Rest:

Thank you again for meeting with Jerry Dular and myself last week to discuss our proposal for legislation to fund police/school liaison officers. At that meeting, you expressed interest in assisting cities within the Robbinsdale School District to seek legislation that would enable cities to enact special levys for this purpose. You also asked that our cities express their intentions regarding such legislation. Lastly, you wanted information about the program, its objectives, and any pertinent data that would be relevant.

The Police/School Liaison Officer program has been around the Robbinsdale School District in one form or another since 1971. At that time, the cities of Robbinsdale, Plymouth, New Hope, and Golden Valley received LEAA grants to implement the program and have police officers in the junior high schools. With the passing of the grant three years later, Robbinsdale and Plymouth dropped out. New Hope and Golden Valley continued on with the program picking up all costs. New Hope has maintained a full time officer principally serving Cooper HS and Hosterman JH. Golden Valley has maintained a part time liaison officer in Sandburg JH.

The Robbinsdale School District and its citizens have not been equally served by the program. The District currently has four middle schools (which were formerly the junior highs) and two senior high schools. During the last 15 years, Armstrong HS and Plymouth Middle School have not had the availability of a dedicated police/school liaison officer. Robbinsdale TLC (grades 5-8), a more recent school, also does not have liaison officer services. Only Hosterman, Cooper and Sandburg and the student attending have had the services of the program.

Police/School Liaison Officer Program

The program's purpose is to deliver police services to students, parents and staff in a "non-traditional" way. The program deals with the community problems that are brought to the school setting. These problems are often manifested through disruptive behaviors brought to the schools that are often the result of: home and family crises, sexual and/or physical abuse at the home, drug abuse and dealing at the school, cultural diversity clashes, gang activity, and deprivation of basic human needs. The liaison officer works with the school staff to: respond to the immediate security and peace problem, coordinate the external response to a problem occurring

in the school setting, and provide the students a person who can help them deal with a "problem" that is effecting their lives in the school setting.

The cities are asking you to consider authoring legislation that would address the following problem and need:

Problem

There is gross disparity between who gets and who pays for the services of the program. The Robbinsdale School District is comprised of seven cities-three whose borders are wholly within the district and four cities whose borders are only partly within the district. Of these four cities, two cities have as many as four different school districts in their city. New Hope and Golden Valley are the home of Cooper, Hosterman and Sandburg. Only those cities are funding police/school liaison officers. The other five cities pay no costs toward the program. Additionally, students going to Cooper, Hosterman and Sandburg receive the services of the program. Students going to Plymouth, Armstrong, and Robbinsdale TLC receive no services.

The consequence to all of this is that some cities and their residents pay and some don't. Some students and school staffs have the availability of an officer and some don't.

Solution

Legislation is being sought in order to establish a special tax levy that would guarantee an orderly and fair way to make the program available to all six schools and assess all cities with the school district on an equitable basis for the service. The legislation would allow each city to establish a special levy against those properties in their cities that are within school district to pay for the program. The cities would first agree to join together and then agree on the factors on which to base funding (ie. net tax capacity, households, population, K-12 student, etc.). Lastly, the cities would enter into an agreement with the school district for the purpose of establishing goals, objectives and program parameters.

I have prepared two spreadsheets with graphs that present some of the demographic data of the seven cities and various options that might be available to the cities to establish "equitable" funding.

I am preparing a resolution that I will be passing to each of our cities that they will consider their intention to participate both in the program and in the seeking of special legislation.

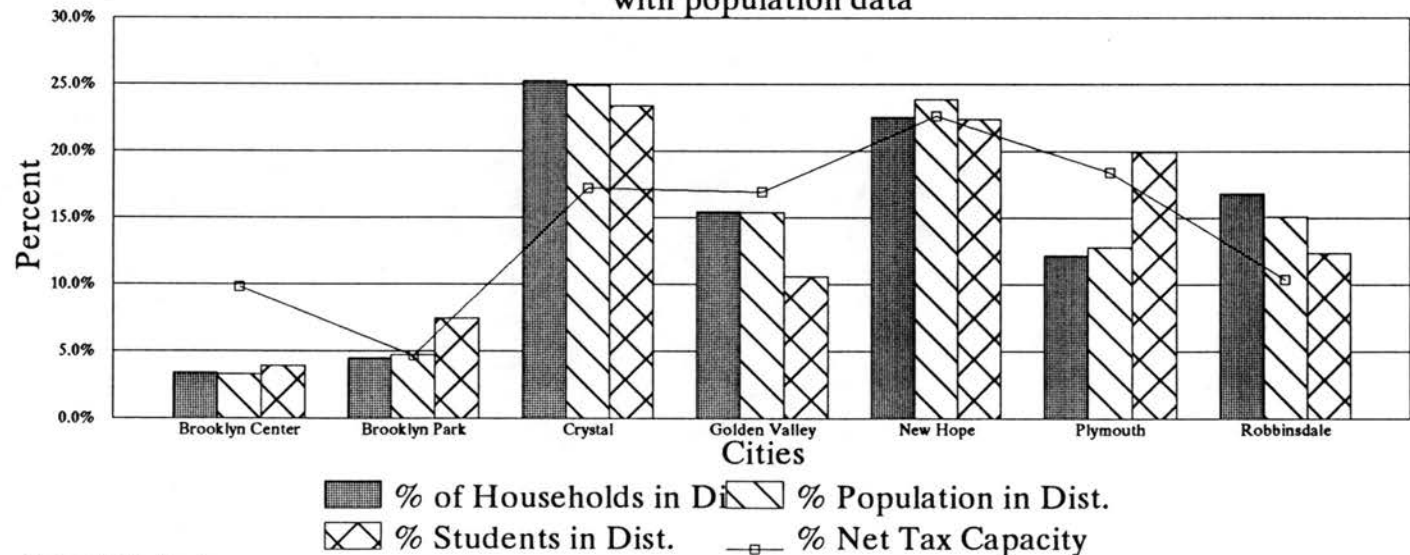
Thank you for considering this request. Please call on me if you have any questions or if I can be of any assistance.

Robbinsdale School District—Population, Household & Student Data 1990 data

| | Net Tax Capacity | Percent | Households | Percent | Population | Percent | Percent City Pop. in Dist. | K-12 | Percent |
|-----------------|---------------------|---------|------------|---------|------------|---------|-------------------------------|--------|---------|
| Brooklyn Center | \$7,768,805 | 9.81% | 1,265 | 3.39% | 3,177 | 3.33% | 11.00% | 539 | 3.93% |
| Brooklyn Park | \$3,716,539 | 4.69% | 1,670 | 4.47% | 4,508 | 4.72% | 8.00% | 1,024 | 7.47% |
| Crystal | \$13,618,378 | 17.19% | 9,423 | 25.25% | 23,788 | 24.90% | 100.00% | 3,204 | 23.38% |
| Golden Valley | \$13,396,374 | 16.91% | 5,756 | 15.42% | 14,679 | 15.37% | 70.00% | 1,449 | 10.58% |
| New Hope | \$17,913,843 | 22.61% | 8,403 | 22.51% | 22,770 | 23.84% | 100.00% | 3,062 | 22.35% |
| Plymouth | \$14,577,484 | 18.40% | 4,540 | 12.16% | 12,213 | 12.78% | 24.00% | 2,732 | 19.94% |
| Robbinsdale | \$8,226,268 | 10.38% | 6,265 | 16.79% | 14,396 | 15.07% | 100.00% | 1,692 | 12.35% |
| Total | \$79,217,691 | 100.00% | 37,322 | 100.00% | 95,531 | 100.00% | | 13,702 | 100.00% |

The number of households in each city is derived by taking the "percent City pop. in District" and multiplying that by the 1990 population estimate. The results are divided by the Met Council's estimate of persons per household. The percent of population for the four cities not wholly in the District comes from a 1986 Met Council estimate. I suspect that the percent of pop. for Ply. & Brklyn Pk. are a bit high.

Comparing Net Tax Capacity with population data



Prepared by Dan Donahue
February 15, 1991

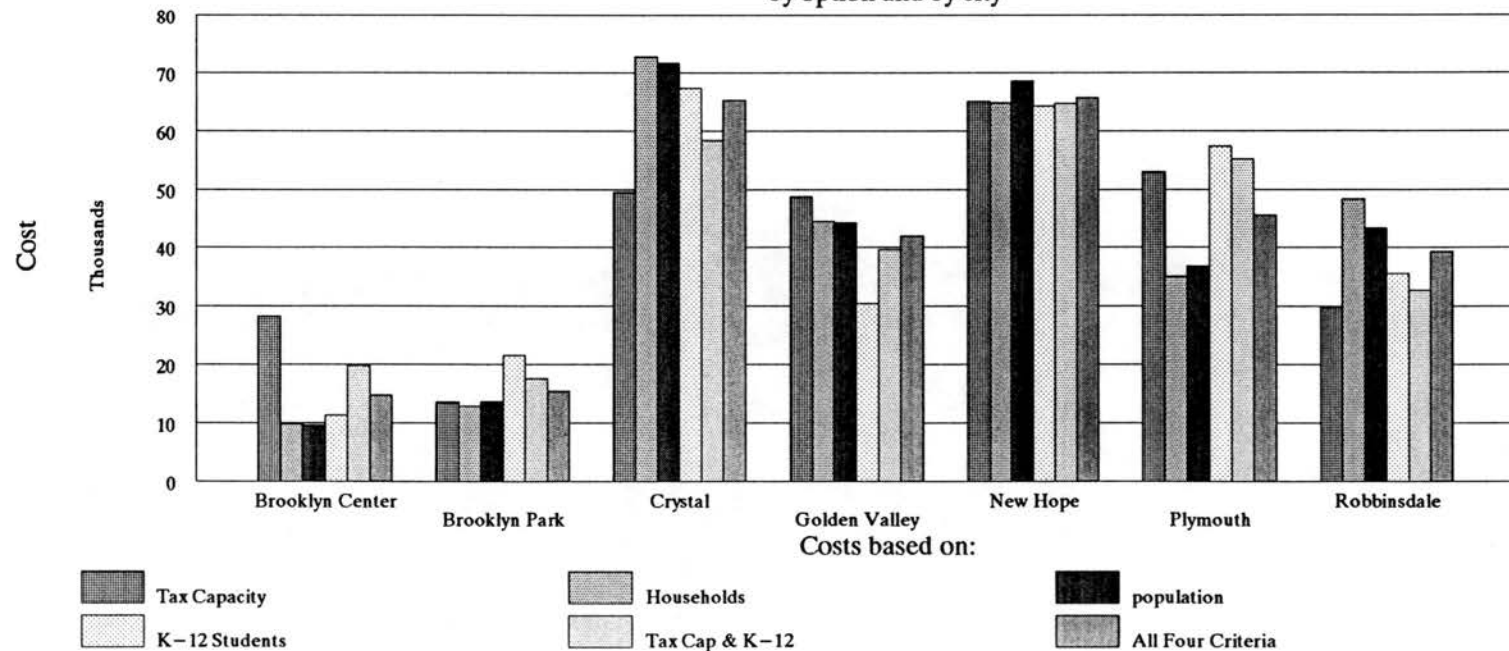
Various Revenue Schemes & Costs to Cities

5 Liaison officers – \$288,000 Budget

| | Tax Capacity | Households | Population | K-12 | Tax Capacity & K-12 | Population & k-12 | Average of All | |
|-----------------|--------------|------------|------------|-----------|------------------------|----------------------|-------------------|-----|
| Brooklyn Center | \$28,244 | \$9,762 | \$9,578 | \$11,329 | \$19,787 | \$10,453 | \$14,728 | |
| Brooklyn Park | \$13,512 | \$12,887 | \$13,590 | \$21,523 | \$17,517 | \$17,557 | \$15,378 | |
| Crystal | \$49,510 | \$72,714 | \$71,714 | \$67,344 | \$58,427 | \$69,529 | \$65,321 | |
| Golden Valley | \$48,703 | \$44,417 | \$44,253 | \$30,456 | \$39,580 | \$37,355 | \$41,957 | |
| New Hope | \$65,127 | \$64,843 | \$68,645 | \$64,360 | \$64,743 | \$66,503 | \$65,744 | |
| Plymouth | \$52,997 | \$35,033 | \$36,819 | \$57,423 | \$55,210 | \$47,121 | \$45,568 | |
| Robbinsdale | \$29,907 | \$48,345 | \$43,400 | \$35,564 | \$32,735 | \$39,482 | \$39,304 | |
| Total | \$288,000 | \$288,000 | \$288,000 | \$288,000 | \$288,000 | \$288,000 | \$288,000 | \$0 |

Lisison Officer Costs

by option and by city



Prepared by Dan Donahue
February 15, 1991

Memorandum

DATE: February 22, 1991
TO: Jerry Dulgar, City Manager
FROM: Darlene George, City Clerk *Darlene*
SUBJECT: General Business License

In response to an inquiry you received from Mayor Herbes regarding the feasibility of a general business license in Crystal, I surveyed 27 cities with a population over 20,000 to find that none of them had a general business license.

Comments received were a fear of lawsuits because cities felt when a license is issued to do business in a city, the city guarantees something and that could result in lawsuits. A second comment received was that most cities have many, many individual licenses and didn't feel they needed a general business license.

As supervisor of licensing functions, my only comment would be that a great deal of staff time and paperwork would result in order to seek out each business in Crystal as well as the on going issuance of these licenses and keep track of businesses as they come and go. A guesstimate of a fee needed to cover these costs would be **at least** \$25 per business. If a general business license were initiated, many businesses would be double licensed because other licensing is required of them at the present time.

I have attached a list of the cities surveyed and the results. If any further information is required, please let me know.

DG/js

CITIES WITH POPULATION OVER 20,000

| <u>City</u> | <u>General Business License</u> | <u>Fee</u> |
|---------------------|-------------------------------------|------------|
| Apple Valley | No | |
| Blaine | No | |
| Bloomington | No | |
| Brooklyn Center | No | |
| Brooklyn Park | No | |
| Burnsville | No | |
| Coon Rapids | No | |
| Cottage Grove | No | |
| Eagan | No | |
| Eden Prairie | No | |
| Edina | No | |
| Fridley | No | |
| Golden Valley | No | |
| Inver Grove Heights | No | |
| Lakeville | No | |
| Maple Grove | No | |
| Maplewood | No | |
| Minneapolis | No | |
| Minnetonka | No | |
| New Brighton | No | |
| New Hope | No | |
| Plymouth | No | |
| Richfield | No | |
| Roseville | No | |
| St. Louis Park | No | |
| St. Paul | No | |
| South St. Paul | No | |



Dear Fellow Mayor:

As the Mayor of Lakeville, my duties are numerous, as I am sure you know. None, however, has been more sobering than a recent meeting with Anver Larson of the Minnesota Vietnam Veterans Memorial, Inc. (MVVM). The memorial is a non-profit statewide effort to build a memorial on our State Capitol Mall to honor the Minnesotans who were killed in Vietnam, as well as those who are missing in action.

Mr. Larson was in Lakeville for two reasons. First, he came to thank the community for the support given to the MVVM project. To my surprise, I learned Lakeville has sponsored its two casualties from the Vietnam conflict more times than any other community in Minnesota. The young men--**John Gerdesmeier** and **William Gibbs**--have been sponsored by four different organizations so far, including the VFW Post, the school, the Lions Club and local business.

Secondly, Mr. Larson requested my help. He wanted to know why our community had sponsored these individuals many times, while many other communities have not sponsored their war dead even once. Mr. Larson and I concluded that even though **John Gerdesmeier** and **William Gibbs** were very special young men, they were probably no more special than other Minnesotans who will be listed on the memorial. And even though Lakeville is a fantastic community, it is probably similar to other communities.

So the difference must be in exposure. We need to let other communities know about this project and remind them of the sons, fathers and brothers who gave their lives in Vietnam. We decided to write to the mayor of each and every casualty's hometown. Minnesota lost 1,076 young men who came from 358 different communities. I truly feel it would be a sad commentary for even one single name on the memorial to go unsponsored. No individual name will be omitted from the memorial if it is not sponsored, however, because all have done their part for Minnesota and America.

City of Lakeville

20195 Holyoke Avenue West • P.O. Box 957 • Lakeville, MN 55044 • (612) 469-4431 • FAX 469-3815

Page Two

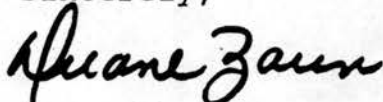
The war in the Middle East has brought this project even closer to all our hearts. The memorial should be completed soon. Construction is expected to begin in the spring. So far, MVVM has raised \$850,000 toward the \$1,200,000 goal. A total of \$350,000 is still needed to complete the project. That amount does not sound like much when we hear the cost of today's war, but when raising funds a few dollars at a time, it represents a great deal of hard work.

How can you as a mayor help? First, bring the memorial to the attention of local civic groups and veterans groups. You might ask local businesses, service organizations, charitable gambling operations and others to consider sponsoring one or more of the individuals who will be named on the memorial.

The names of the men from your community who have been sponsored, along with the names of the individuals or organizations who have sponsored them, are enclosed. It is the goal of MVVM that each individual be sponsored at least once. A Sponsor-A-Name plaque will be sent to each sponsoring individual or organization.

I leave you with one last thought. Remember, these are the men who said "Yes" to our request for help at a troubled time in America's history. Please don't say "No" to them now. I thank you in advance for your support.

Sincerely,



Duane Zaun
Mayor

Enclosures

P.S. A complete list of Minnesota Vietnam Conflict casualties and additional information can be obtained by calling Anver Larson, business phone 1-612-725-2000, extension 4463; home phone 1-612-866-2943. (Business card enclosed)

MINNESOTA VIETNAM WAR CASUALTIES

Date 02-04-1991

HOME TOWN SEQUENCE
Hennepin County (27)

PAGE 27

| HOME TOWN | NAME | BOS | RANK | DOB | DOC | MIA |
|---------------|--------------------------|------|------|----------|----------|-----|
| Bloomington | Dahl William John | ARMY | SP4 | 09/23/46 | 12/24/69 | |
| | Lanning Ronald Barry | ARMY | PFC | 10/19/47 | 02/19/68 | |
| | McCue Gary Francis | M.C. | LCPL | 08/22/45 | 05/08/67 | |
| | Sikich Michael Matthew | ARMY | SP4 | 10/16/49 | 12/23/70 | |
| | Teschendorf Ronnie Carl | A.F. | SGT | 10/18/49 | 11/29/70 | |
| | Welin Daniel Kenneth | ARMY | PFC | 07/27/49 | 04/04/70 | |
| | Willey Peter Ray | M.C. | PFC | 01/05/48 | 01/15/68 | |
| Champlin | Jett Ronald Gene | ARMY | PFC | 02/24/47 | 07/20/69 | |
| | Wilber William Fredrick | M.C. | LCPL | 09/03/47 | 05/16/66 | |
| Crystal | Johnson Paul Conrad | M.C. | SGT | 08/20/46 | 04/30/68 | |
| | Sweet Richard Donald | ARMY | PFC | 09/17/49 | 05/04/69 | |
| Eden Prairie | Dressen Douglas Stanley | ARMY | SGT | 05/16/48 | 07/18/69 | |
| | Gartner Robert Fredrick | ARMY | SP4 | 12/16/50 | 08/27/71 | |
| | Gens Jonathon Lee | ARMY | SP4 | 12/25/49 | 04/27/68 | |
| Edina | Peterson David Martin | ARMY | SP4 | 05/12/48 | 05/09/69 | |
| | Randall Robert Bruce | ARMY | PFC | 05/08/47 | 08/29/68 | |
| Excelsior | Kittleson Roger Michael | M.C. | CPL | 07/23/47 | 02/25/69 | |
| | Knopik Thomas Allison | ARMY | WO | 06/27/49 | 11/18/70 | |
| | Olson Jerome Andrew | ARMY | SP4 | 12/04/49 | 05/21/71 | |
| | Teske Bernard Albert III | M.C. | LCPL | 03/29/45 | 05/11/66 | |
| Golden Valley | White Richard Neal | ARMY | CPL | 07/30/46 | 05/25/69 | |
| Hamel | Sullivan Douglas J | ARMY | SP4 | 05/23/46 | 01/08/67 | |
| Hopkins | Baer Herman John | M.C. | CPL | 06/07/44 | 09/22/67 | |
| | Egge Eric Craig | M.C. | 2LT | 11/05/44 | 10/14/67 | |
| | Kollmeyer Carl | NAVY | LT | 02/05/38 | 05/05/68 | |
| | Kraemer Fred Chris | ARMY | SGT | 11/18/49 | 08/26/70 | |
| | Nelson David Thomas | M.C. | LCPL | 03/07/47 | 04/13/69 | |
| | Schaefer Thomas Koenig | M.C. | PFC | 12/08/48 | 03/03/69 | |
| | Zimmerman Dean Roger | M.C. | PFC | 02/28/48 | 04/16/67 | |
| Maple Plain | Peterson Delbert Ray | A.F. | MAJ | 05/11/39 | 03/09/66 | M |
| Minneapolis | Abbott Steven Glenn | ARMY | 1LT | 04/17/46 | 05/12/68 | |
| | Abrams John Leon | NAVY | LT | 03/16/40 | 07/13/68 | |
| | Alldridge Gale Arthur | ARMY | SGT | 04/02/46 | 10/06/67 | |
| | Anderson Darrell Eugene | ARMY | SSGT | 08/29/36 | 03/24/69 | |
| | Anderson Gordon Guy | ARMY | SP4 | 10/20/50 | 06/19/70 | |
| | Anderson Robert Gary | ARMY | PFC | 02/20/47 | 05/21/67 | |
| | Arvidson Kenneth Arvid | ARMY | PFC | 07/14/43 | 02/05/66 | |
| | Bailey John Edward | A.F. | MAJ | 10/11/36 | 05/10/66 | M |
| | Baker Raymond John | ARMY | SP4 | 09/02/41 | 03/12/71 | |
| | Bang James Curtis | ARMY | PFC | 03/28/47 | 05/09/68 | |
| | Baruth David Arthur | M.C. | CPL | 06/15/44 | 10/27/66 | |

Johnson + Sweet - not sponsored

The Minnesota Vietnam Veterans Memorial

P.O. Box 25110
Minneapolis, Minnesota 55458
612/536-1792



SPONSOR-A-NAME

Minnesota sent 68,287 young men and women to Vietnam and prayed they would return, 1,078 did not. The numbers aren't important anymore, but the names are. That's why Minnesota needs it's own Vietnam Veterans Memorial. Like the Wall in Washington D.C., it will be a lasting remembrance to those who served. These names could be forgotten unless you help.

The Minnesota Vietnam Veterans Memorial is a non-profit, statewide effort to build a memorial on our State Capital Mall. The memorial will include the names of the 1,076 Minnesotans who were killed in Vietnam as well as the 42 still missing in action. You, your community or organization can Sponsor-A-Name on the wall. Your sponsorship will help build this memorial. If you need the name or names of casualties from your community, please write to the address above. A plaque is given, for each name sponsored, to the sponsoring individual or organization, acknowledging their contribution and will include the name of the KIA/MIA. Names can be sponsored more than one time.

The cities and towns of Minnesota share a common bond. Together we lost more than a thousand brave men to the Vietnam War. They came from all over our State and gave everything. Please help us make sure they're always remembered.

**Yes, I would like to sponsor a name on the Minnesota Vietnam Veterans Memorial.
A check/money order for \$250 per name is enclosed.**

Name(s)
Sponsored: _____

Please accept my donation by credit card:

MasterCard or Visa

Expiration Date: ____ - ____ - ____

Signature

Sponsor's
Name/Organization: _____

Please send this form with your check
or money order in the return envelope
enclosed.

Address _____

City/Zip Code _____

Phone # _____



Building A Lasting Remembrance To Our Own

We were young. We have died. Remember us.

From "The Young Dead Soldiers" by Archibald MacLeish

April 23, 1968

Dear Mom and Dad,

I am still fine, a little tired and I feel a little older, but other than that OK. I only hope the year goes fast and I can get the hell out of this place. Take care and I'll write again soon.

*I love you both,
Fred*

Fred Fish, from Warroad, was killed May 7, 1968 at Cu Chi. He was 24 years old.

Dear Eugene,

We love you always, you are not forgotten. You have been a son we are very proud of. You have healed the hurts of others and forgiven our faults. Beyond the unknown there is mystery, beyond the faith there is a person, beyond the silence there is God. May He keep you in His loving care.

Love, Mom and Dad

This letter was left at the Wall in Washington, D.C. by Mr. and Mrs. Leo Handrahan. They live in St. Paul and their son, Eugene, is listed as missing in action.

My Dear Friends —

It is good to touch your names, your memory, and to visit with you. How angry I was to find you here—though I knew that you would be. I've wished so hard that I could have saved you. I've cried for you so many times. I've been dead for so long trying to keep you alive. I promise you, my friends, I will never let them forget the price you paid.

This letter was written by Mike Maurer, a Vietnam Veteran from Sauk Rapids, after visiting the Wall in Washington, D.C.

The following are letters that were left at the National Vietnam Veterans Memorial in Washington, D.C. by anonymous visitors.

My Friend —

I came today to find your name. To remember. I am sorry your name is here. I ask why mine is not. One slain, one spared. I cannot answer. It is too much for me. I leave you now. Rest in peace, my fallen friend. One small measure for your great sacrifice: I leave a tear at your Wall. And I will carry your memory forever.

Dear David,

I guess I miss you most of all. You were more than a brother, you were my friend. I thought we'd be together, but so suddenly it had to end, I never thought I'd never see you again. I would have stood out by the airport, waiting for your flight to be called, I didn't think we'd see your name up on that Wall.

Daddy,

Came by again to see your name, funny how that's all I have. Today's my birthday. I really do miss you and wish you'll come home soon. Maybe they will release you tomorrow. Please Daddy, remember me. I think of you always and miss you terribly. I love you, we all do. Please be safe. 'Til later.

*I love you,
Your Baby Girl Always
Peanuts*

Minnesota Vietnam Veterans Memorial

Building a
lasting remembrance
to our own



Building a lasting remembrance to our own



We must never forget

The Vietnam war was — and for many continues to be — a most difficult time.

It was America's longest and most controversial war. It was fought by soldiers whose average age was only 19.

It divided our country, our friendships, our families.

Campus protests and jungle battles shared equal time on the nightly news.

As difficult a period as it is to define, to understand, these simple facts remain: Of the 2½ million Americans who served, more than 58,000 died, 300,000 were wounded, 100,000 were handicapped or disabled, and thousands are missing. It is our duty to never forget them.

68,000 reasons to build a memorial in Minnesota

More than 68,000 Minnesotans served in Vietnam. 1,030 were killed and thousands more were wounded and disabled. 42 are missing in action.

It is not enough that we recite and regret these statistics. As fellow Minnesotans we should do more. Let's build a memorial to our own. A memorial conceived, funded, built and visited for generations by a grateful state.

It is time we built a lasting memorial that reminds our state, our politicians, our generals and our children, who must prepare for future wars, that the price of war is high. Young men die; young women die.

The memorial

We will remember and honor our Vietnam Veterans by constructing a memorial on the State Capitol grounds.

A national competition was held by The Minnesota Vietnam Veterans Memorial and The Capitol Area Architectural and Planning Board to determine the memorial design. The winning design was created by four Twin Cities area artists and architects. It incorporates design features and materials unique to the nature and people of this state.

Completion of the memorial is scheduled for Fall of 1991

Memorials do more than honor and thank those who served.

They comfort and console; they heal. They stand for all veterans, of all wars, strengthening their common bond of service. They help us realize the equal importance of patriotism and peace.

But most of all, memorials endure. They make us remember that which we must never forget. It is time that Minnesota builds a lasting remembrance to its own.

How you can help

The Minnesota Vietnam Veterans Memorial is a statewide, non-profit effort — an effort by and for the people of this state. MVVM's volunteers believe that "anyone can build a monument, but a memorial comes from the heart."

Please include the attached reply card with your donation. Use the enclosed return envelope or mail donations to:

The Minnesota Vietnam Veterans Memorial, Inc.
P.O. Box 25110
Minneapolis, MN 55458
(612) 536-1792

or

First Bank Bloomington
9633 Lyndale Avenue South
Bloomington, MN 55420

Also, we ask that you share this brochure with family, friends, co-workers and social organizations that may want to help. We need your help to promote this patriotic effort.

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You and your community or organization can sponsor a name on the memorial. \$250 per name will help us to reach our goal. If you need to receive the name or names of veterans from your community or would like us to provide you with a name, please write to the address listed above. A plaque will be given to the individual(s) or organization(s) acknowledging their contribution and will include the name of the KIA/MIA being sponsored. Names on the memorial can be sponsored more than one time.

I have not forgotten!

I have enclosed a contribution for The Minnesota Vietnam Veterans Memorial.

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The Minnesota Vietnam Veterans Memorial, Inc.
P.O. Box 25110
Minneapolis, MN 55458
612/536-1792

From

Address

City

State

Zip

The Minnesota Vietnam Veterans Memorial

P.O. Box 25110

Minneapolis, Minnesota 55458



Anver M. Larson

Campaign Director

Office
(612) 725-2000
Ext. 4463
Home
(612) 866-2943

P.O. Box 25110 • Minneapolis, MN 55458 • (612) 536-1792

LESLIE A. ANDERSON

ATTORNEY AND COUNSELOR AT LAW

Suite 302, 7100 Northland Circle, Brooklyn Park, Minnesota 55428

(612) 535-5288

March 4, 1991

City of Crystal
42nd and Douglas Avenue North
Crystal, MN 55416

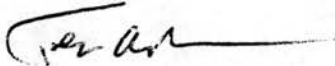
Attn: Darlene

Dear Darlene:

Enclosed please find an Application for Exemption from Lawful Gambling License in the name of St. Joseph The Worker Church. The exemption is being requested for the benefit dance and raffle for Ron Metso. Previously, the Crystal City Council was kind enough to waive the 30 day notification period for the Application for Exemption under the name of "friends of Ron Metso". Unfortunately, the Minnesota Department of Gaming requires proof of non-profit status before the granting of any exemption. As I have discussed with you and Dave Kennedy, it is virtually impossible to obtain tax-exempt status from the Internal Revenue Service before the fund raiser on March 15, 1991.

As a result, St. Joseph The Worker Church has been kind enough to allow us to use their non-profit status for purposes of applying for the exemption. As a result, I am requesting the City of Crystal to execute the Application for Exemption from Lawful Gambling License and to also provide a waiver in writing that the City will permit the event on March 15, 1991, under the name of St. Joseph The Worker Church. I am returning the original exemption approved under the name of "friends of Ron Metso". I have discussed this matter with Dave Kennedy on March 4, 1991. Your help is certainly appreciated. Again, I will see to it that City officials will be mentioned at the event. Please feel free to call me with any questions or comments.

Yours truly,



Les A. Anderson

LAA:cr
Enclosures

[a:c13\sjwc-2]

Minnesota Lawful Gambling Application for Exemption from Lawful Gambling License

| FOR BOARD USE ONLY | |
|--------------------|------------|
| FEE _____ | CHK _____ |
| INIT _____ | DATE _____ |

Fill in the unshaded portions of this application for exemption and send it in **at least 45 days** before your gambling activity for processing.

Name and Address of Organization

| | | | | | |
|---|---------------------|--|-------------------|--|--|
| Organization Name Saint Joseph The Worker Church | | Current/previous license number 01605 | | Current/previous exempt number 27152-01 | |
| Street 7180 Hemlock Lane | City Maple Grove | State MN | Zip code 55369 | County Hennepin | |
| Chief executive officer Rev. George Kinney | | Phone (612) 425-6505 | | Treasurer Bernard W. Bartos | |
| | | | | Phone (612) 425-6505 | |

Type of Non-profit Organization

Check the box below which indicates your type of organization

☐ Fraternal ☒ Religious ☐ Veterans ☐ Other non-profit

Attach proof of nonprofit status which shows that your organization is nonprofit

☐ IRS designation
☒ Certification of good standing from the Minnesota Secretary of State's office
☐ Affiliate of parent nonprofit organization (charter)

Gambling Site

Name of site where activity will take place

Knights of Columbus

| | | | | | |
|------------------------------|-----------------|----------|-------------|-------------------|--------------------|
| Street 4947 West Broadway | City Crystal | Township | State MN | Zip code 55428 | County Hennepin |
|------------------------------|-----------------|----------|-------------|-------------------|--------------------|

Date(s) of activity
3/15/91

Types of Games

| Game | | Financial Report | | | |
|--------------|-------------------------------------|------------------|------------------------------------|------------|------------------------|
| | | Gross receipts | Expenses, including Cost of Prizes | Net profit | Market Value of Prizes |
| Bingo | <input type="checkbox"/> | | | | |
| Raffles | <input checked="" type="checkbox"/> | | | | |
| Paddlewheels | <input type="checkbox"/> | | | | |
| Tipboards | <input type="checkbox"/> | | | | |
| Pull-tabs | <input type="checkbox"/> | | | | |

I declare all information submitted to the Gambling Control Division is true, accurate, and complete.

George R. Kinney 3/4/91
 Chief executive officer's signature Date

Distributor from whom gambling equipment was purchased

Distributor's license number

I declare all information submitted to the Gambling Control is true, accurate, and complete.

Chief executive officer's signature Date

Local Government Acknowledgement

I have received a copy of this application. This application will be reviewed by the Gambling Control Division and will become effective 30 days from the date of receipt by the city or county, unless the local government passes a resolution to specifically prohibit the activity. A copy of that resolution must be received by the Gambling Control Division within 30 days of the date filled in below. Cities of the first class have 60 days in which to disallow the activity.

| | | | |
|--|-------------------------|---|---------------|
| City or County | | Township | |
| City or county name City of Crystal | | Township name | |
| Signature of person receiving application <i>Darlene George</i> | | Signature of person receiving application | |
| Title City Clerk | Date received 3-5-91 | Title | Date received |

Mail with \$25 permit fee and copy of proof of nonprofit status to:

Department of Gaming - Gambling Control Division
 Rosewood Plaza South, 3rd Floor
 1711 W. County Road B
 Roseville, MN 55113

White -- Board
 Pink -- Organization
 Yellow -- Board returns to Organization to complete shaded areas
 Gold -- City or County

DAVID J. KENNEDY
Attorney at Law

Direct Dial (612) 337-9232

HOLMES & GRAVEN
CHARTERED

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

February 21, 1991

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

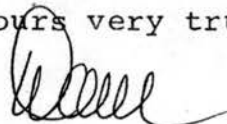
Dear Jerry:

Two members of the City Council abstained from voting on the St. Raphael matters Tuesday night. The members stated that the reason was that they are members of the church.

I thought they and other members of the Council might be interested in the enclosed material on this question. The first is a City of Moorhead case that is directly on the point. You'll note that the court held that mere membership in the church did not disqualify the public official from voting on the matter. I think the question of abstention is of some significance particularly in cases where an extraordinary vote is required (e.g. zoning, special assessments), since in legal theory an abstention where a disqualifying interest does not in fact exist is a negative vote.

Also enclosed is a report from the League of Cities publication that contains an excellent summary of voting rules.

Yours very truly,



David J. Kennedy

DJK:caw

Enclosures

laws." *Hanson*, 357 U.S. at 253, 78 S.Ct. at 1239.

3. The Source and Connection of FHC's Contacts With Minnesota.

As previously noted, there is a distinction between purchasers of goods or services from Minnesota residents as opposed to sellers of goods or services to Minnesota residents.

Branstrom & Associates, Inc. v. Community Memorial Hospital, 296 Minn. 366, 209 N.W.2d 389 (1973), involved a contract for the rendering of architectural services by a Minnesota plaintiff who prepared layout plans for a proposed x-ray room in connection with construction of an addition to defendant's hospital in North Dakota. The Minnesota Supreme Court affirmed the dismissal of the case, finding insufficient contacts to support jurisdiction, notwithstanding the fact that the majority of services rendered by plaintiff were performed in Minnesota, and notwithstanding that the relationship between the architect and the hospital took place over at least a one-year period. In dismissing the case for lack of jurisdiction, the court noted that:

The general tendency of courts to require less in the way of sales activity to bring a foreign corporation within the jurisdiction of a state has not been accompanied by any parallel lessening of requirements as to purchasing activities.

Id. at 369, 209 N.W.2d at 392 (quoting *Waltham Precision Instrument Co. v. McDonnell Aircraft Corp.*, 203 F.Supp. 539, 541 (D.Mass.1962)).

4. & 5. Minnesota's Interest in the Litigation; Convenience of the Parties

The factors of state interest and the convenience of the parties are of secondary importance. In *Scullin Steel Co. v. National Railway Utilization Corp.*, 676 F.2d 309, 314 (8th Cir.1982), the court stated that these ancillary factors "cannot alone provide the minimum contacts required by due process." Walker's inability to establish jurisdiction under any of the factors discussed above necessarily requires a conclusion that Walker's assertion

of jurisdiction must fail regardless of the last two factors.

However, we note that all of Walker's efforts were directed, not to Minnesota residents, but to residents in and around the Chicago area. We find no "significant interest" in providing a forum for Walker's claim against FHC since FHC is not acting as a Minnesota resident and is not regularly conducting its business here. There are insufficient contacts to warrant jurisdiction in Minnesota.

We also note that the lawsuit brought by FHC against Walker is still pending in Cook County. Nothing in Illinois law prevents Walker from filing a counterclaim in that action. Thus, Walker has a forum available in which to present and litigate its claims against FHC. The convenience of all parties dictates that all of the issues be resolved at one time.

DECISION

The trial court erred by holding that Minnesota has jurisdiction over FHC. Respondent's complaint must be dismissed.

Reversed.

SCHUMACHER, Judge (dissenting).

I respectfully dissent.

When there is a close question, doubts are to be resolved in favor of extending jurisdiction. *Hardrives, Inc. v. City of La-Crosse, Wisconsin*, 307 Minn. 290, 296, 240 N.W.2d 814, 818 (1976).

Under the five-factor test adopted in *Vikse v. Flaby*, 316 N.W.2d 276, 282 (Minn. 1982), the quantity, nature, and quality of the contacts FHC had with Minnesota are sufficient to support extending personal jurisdiction. FHC communicated with Walker extensively through the mail and almost daily over the telephone. Employees from FHC met with Walker employees in Minneapolis, and virtually all of the work Walker performed for FHC was done in their Minneapolis office. In addition, a choice-of-law clause is not sufficient to confer jurisdiction. *Dent-Air, Inc. v. Beech*

Mountain Air Service, Inc., 332 N.W.2d 904, 908 (Minn.1983).

I would affirm the trial court.



John ROWELL, Appellant,

v.

BOARD OF ADJUSTMENT OF THE
CITY OF MOORHEAD, Trinity
Lutheran Church, Respondents.

No. C7-89-637.

Court of Appeals of Minnesota.

Oct. 24, 1989.

Review Denied Dec. 15, 1989.

City resident filed action against church and city to invalidate city's grant of variance to church for proposed addition. The District Court, Clay County, William Walker, J., granted summary judgment for church and city, and resident appealed. The Court of Appeals, Short, J., held that: (1) failure to comply with procedural requirements of zoning ordinance was not grounds to set aside city's grant of variance; (2) public official who was financially contributing member of church was not disqualified from voting on zoning ordinance requested by that church; and (3) evidence including aesthetic and functional considerations supported finding that denial of variance would cause undue hardship to church.

Affirmed.

1. Zoning and Planning ¶625

Technical defects by city when complying with procedural requirements for granting variance did not constitute grounds for setting aside city's grant of variance absent any suggestion of prejudice.

2. Zoning and Planning ¶572

Resident who failed to raise issue at public hearings despite having legal representation and an opportunity to speak at public hearings was estopped from objecting to area variance on grounds that application was defective.

3. Zoning and Planning ¶518

City's grant of area variance did not violate ordinance prohibiting expansion of existing nonconformities, which could be construed to mean that property owner was prohibited from building its proposed addition closer to property than existing three-foot nonconformity. M.S.A. § 645.26, subd. 1.

4. Zoning and Planning ¶543

Public official who was financially contributing member of a church was not disqualified from voting on area variance requested by that church under disqualification provision. M.S.A. § 471.87.

5. Zoning and Planning ¶504

Aesthetic and functional considerations including coordination of proposed addition with existing building and alignment of corridors and roof lines could support determination that strict enforcement of setback requirement would be unreasonable and that denial of area variance would cause undue hardship.

6. Zoning and Planning ¶518

In determining whether denial of church's request for variance from setback requirement would cause undue hardship, fact that existing church predated setback requirement supported conclusion that nonconformity was due to circumstances unique to property not created by landowner.

7. Zoning and Planning ¶501, 504

Grant of variance from setback requirement, conditioned on church's promise to plant trees, place planters along facade of addition, and preserve existing courtyards and playgrounds, was sufficient to assure that variance would not alter essential character of locality, thus supporting finding that denial of area variance would

Syllabus by the Court

1. Failure to comply with procedural requirements of a zoning ordinance is not grounds for setting aside a city's grant of a variance.
2. A city's grant of a zoning variance did not violate an ordinance prohibiting expansion of existing nonconformities.
3. A financially contributing member of a church is not disqualified from voting on a zoning variance requested by that church.
4. Aesthetic and functional considerations supported city's finding of undue hardship in grant of zoning variance.

William Kirschner, Fargo, N.D., for appellant.

Gregory D. Lewis, Moorhead City Atty., Moorhead, for Bd. of Adjustment of the City of Moorhead.

Randolph E. Stefanson, Moorhead, for Trinity Lutheran Church.

Heard, considered and decided by
SHORT, P.J., and FOLEY and
LOMMEN*, JJ.

OPINION

SHORT, Judge.

Trinity Lutheran Church (Trinity) obtained a zoning variance from the Board of Adjustment (Board) of the City of Moorhead (Moorhead). Appellant John Rowell brought suit against Trinity and Moorhead to invalidate Moorhead's action. The trial court granted summary judgment for the respondents. Rowell appealed, and we affirm.

FACTS

On June 1, 1988, Trinity's architect sent a letter to Moorhead requesting a zoning variance to build an addition to an existing building three feet from the front property

* Acting as judge of the Court of Appeals by ap-

pointment pursuant to Minn. Const. art. 6, § 2.

front yard setback of 25 feet. Moorhead notified local residents of a public hearing to be held regarding Trinity's request for a variance. Rowell received notice. On July 25, 1988, the Board held a public hearing. Rowell spoke at the hearing arguing the addition would expand the existing encroachment by Trinity, would cause a loss of green space, and that neighborhood meetings should be held to obtain neighborhood input on Trinity's proposal. Trinity's architect explained that a parsonage had been removed because it was no longer needed. A run-down apartment building had also been removed from the site and would be replaced by green space. The architect said the strip in front of the addition would be landscaped and maintained. The hearing was continued to July 26.

On July 26, the Board met and again discussed the matter. Rowell again spoke, arguing Trinity's request for a variance had not been sufficiently publicized. The Board decided to delay action until a neighborhood meeting could be held. On August 11, a neighborhood meeting was held. Twenty-three people attended, including Rowell and representatives of Trinity and Moorhead. On August 15, 1988, the Board met again. The architect explained that the addition would match the existing building's materials and architectural design, and that the roof lines would match. He also addressed concerns about parking congestion, saying Trinity planned to expand the parking lot. Rowell spoke against the variance, stating the addition would cause a loss of green space, increased traffic, and generally detract from the attractiveness of the historical neighborhood. He also argued the variance would violate Moorhead, Minn., Municipal Code § 10-2C-1 (1988), which prohibits enlarging nonconforming uses. Rowell also said the addition would be visible from his residence and the planned courtyard would not be adequate green space. The Board deferred a final vote on the variance pending advice from Moorhead's attorney.

its meeting, and Moorhead's attorney and Rowell's attorney argued about whether the variance violated Moorhead Municipal Code § 10-2C-1 on nonconforming uses. The Board approved the variance, with four members voting yes, one member voting no, and one member abstaining. Four affirmative votes were required to approve the variance.

All the meetings, except the neighborhood meeting, were taped and summarized in prepared minutes. On October 8, 1988, Rowell filed a lawsuit seeking declaratory and injunctive relief. The Board and Trinity answered and counterclaimed.

On November 8, 1988, the Board moved the trial court to remand the variance to the Board for the Board to enter a written decision containing formal findings. The Board met on December 5, 1988, and approved a resolution that was later filed with the trial court. Presented with a record of undisputed facts, the trial court granted respondents' motion for summary judgment.

ISSUES

- I. Does an applicant's failure to comply with procedural requirements of a zoning variance ordinance render a city's action invalid?
- II. Does a grant of a variance authorized by ordinance violate another ordinance prohibiting expansion of existing nonconformities?
- III. Is a financially contributing member of a church disqualified from voting on a zoning variance request from the church?
- IV. Do aesthetic and functional considerations constitute undue hardship under Minn.Stat. § 462.357, subd. 6(2) (1988)?

ANALYSIS

In reviewing a zoning action, we give no deference to the trial court's findings and conclusions. *VanLandschoot v. City of Mendota Heights*, 336 N.W.2d 503, 508 (Minn.1983). Where the municipal proceed-

record before the municipal agency. *Swanson v. City of Bloomington*, 421 N.W.2d 307, 313 (Minn.1988). This court is reluctant to interfere with the management of municipal affairs. *Id.* at 311.

I.

The Moorhead Municipal Code provides that a variance shall not be granted by the Board unless:

1. A written application for a variance is submitted demonstrating:
 - a. That special conditions and circumstances exist which are peculiar to the land, structure or building involved and which are not applicable to other lands, structures or buildings in the same district;
 - b. That literal interpretation of the provisions of this Title would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this Title;
 - c. That granting the variance requested will not confer on the applicant any special privilege that is denied by this Title to other lands, structures or buildings in the same district under the same conditions.

Moorhead, Minn., Municipal Code § 10-2-6(A) (1988).

[1] Rowell argues the June 1 letter and the accompanying site plan did not satisfy the requirements of this code provision, and that the Board's actions were thus ultra vires and void. While the June 1 letter did not contain the information required by section 10-2-6(A), the defect is technical. Technical defects made when complying with procedural requirements do not suffice to overturn governmental action, so long as the defects do not reflect bad faith, undermine the purposes of the procedures, or prejudice the rights of those intended to be protected by the procedures. See *City of Minneapolis v. Wurtele*, 291 N.W.2d 386, 391 (Minn.1980). The information required by section 10-2-6(A) was presented at public hearings, of which Rowell had notice. In the absence of any suggestion of prejudice, Moorhead's deci-

sion to waive strict compliance with section 10-2-6(A) will not be overturned.

[2] Further, Rowell is estopped from objecting to the variance on the grounds that the application was defective because he failed to raise the issue at the public hearings, despite the fact that he had legal representation and an opportunity to speak at the public hearings. The defects in the application could have been easily corrected if the issue had been raised at an earlier stage of the process. Under these circumstances, Rowell "sat on his rights" and is estopped from raising these issues in a lawsuit. See *Pilgrim v. City of Winona*, 256 N.W.2d 266, 270 (Minn.1977).

II.

The Moorhead Municipal Code defines a variance as a "relaxation of the terms of the zoning ordinance," and it authorizes variances for, among other things, setback requirements. Moorhead, Minn., Municipal Code §§ 10-1-5, 10-2A-5 (1988).

The Moorhead Municipal Code states: It is further the intent of this Title that the nonconformities shall not be enlarged upon, expanded or extended, nor be used as grounds for adding other structures or uses not permitted in the district.

Moorhead, Minn., Municipal Code § 10-2C-1 (1988).

Nonconformities include conditions that were lawful when built, but are unlawful under existing zoning laws. *Id.* The existing Trinity building is three feet from the property line, but the distance is legal because it was "grandfathered in." Rowell argues the addition expands a nonconformity and thus violates section 10-2C-1.

[3] The interpretation of an existing ordinance is a question of law for the court. *Amcon Corp. v. City of Eagan*, 348 N.W.2d 66, 72 (Minn.1984). The zoning variance authorized by sections 10-1-5 and 10-2A-5 arguably conflicts with the result otherwise dictated by section 10-2C-1. We are required, however, to attempt to construe the provisions together. See Minn. Stat. § 645.26, subd. 1 (1988). In doing so, we interpret the provisions most consistent

with the underlying purposes of the zoning code and construe them in favor of the property owner and against Moorhead. *Amcon Corp.*, 348 N.W.2d at 72. The interpretation a city gives its ordinances is entitled to some weight. *Chanhasen Estates Residents Association v. City of Chanhasen*, 342 N.W.2d 335, 340 (Minn. 1984).

Section 10-2C-1 does not specifically prohibit variances. Its prohibition against enlarging, expanding, or extending nonconformities can be read to mean that Trinity is prohibited from building its proposed addition closer to the property line than the current three feet. In other words, building two feet from the property line would extend or enlarge the existing three foot nonconformity. The variance granted under section 10-2A-5 can thus be read as consistent with section 10-2C-1, and if so construed, does not prohibit the variance in this case.

III.

[4] The deciding vote granting the variance was cast by a financially contributing member of Trinity. A public officer who is authorized to take part in any manner in making a contract in his official capacity shall not voluntarily have a personal financial interest in that contract, or personally benefit financially therefrom. Minn.Stat. § 471.87 (1988). The term "contract" in section 471.87 has been broadly construed. See *E.T.O., Inc. v. Town of Marion*, 375 N.W.2d 815, 819-20 (Minn.1985) (holding section 471.87 applies by analogy to issuance of a liquor license).

The seminal case discussing an impermissible interest is *Lenz v. Coon Creek Watershed District*, 278 Minn. 1, 153 N.W.2d 209 (1967). The *Lenz* court held a public official is disqualified if he or she has a direct interest in the outcome of the matter under consideration. The factors to determine whether such an interest exists include:

- (1) the nature of the decision being made;
- (2) the nature of the pecuniary interest;
- (3) the number of officials making the decision who are interested;

- (4) the need, if any, to have interested persons make the decision; and
- (5) the other means available, if any, such as the opportunity for review, that serve to insure that the officials will not act arbitrarily to further their selfish interests.

Id. at 15, 153 N.W.2d at 219. The *Lenz* court applied its test to find officials who owned land in the district to be benefited by the official action were not per se disqualified from voting. *Id.* at 16, 153 N.W.2d at 220.

Here, the nature of the pecuniary interest was such that it could not reasonably have influenced the voting Board member. We agree that the Board member had a non-pecuniary interest in the general welfare of Trinity. This interest, however, is not likely to be contrary to the interests of the general public. To disqualify city officials from matters in which their church has an interest would unnecessarily tie the hands of city agencies. City agencies would be particularly affected in smaller towns, where the likelihood of a city official being a member of the local church is greater. A Board member's membership in Trinity, without evidence of a closer connection, is not a sufficiently direct interest in the outcome of the matter under consideration to justify setting aside Moorhead's action. See *Shelton v. City of College Station*, 780 F.2d 475, 485-86 (5th Cir.1986) (en banc) (church member not disqualified from voting on zoning matter opposed by church), *cert. denied*, 479 U.S. 822, 107 S.Ct. 89, 93 L.Ed.2d 41 (1986).

IV.

Finally, Rowell argues the Board's grant of a variance is void because Trinity failed to demonstrate undue hardship. A reviewing court will set aside a city's decision in a zoning variance matter if the decision is unreasonable. *VanLandschoot*, 336 N.W.2d at 508; *Tuckner v. Township of May*, 419 N.W.2d 836, 838 (Minn.Ct.App. 1988). Reasonableness is measured by the standards set out in the city's ordinances. *VanLandschoot*, 336 N.W.2d at 508 n. 6; *Castle Design & Development Co., Inc. v.*

City of Lake Elmo, 336 N.W.2d 578, 581 (Minn.Ct.App.1986). We will not invalidate Moorhead's zoning variance decision if Moorhead acted in good faith and within the broad discretion accorded it by statutes and ordinances. *VanLandschoot*, 336 N.W.2d at 509. Moorhead's decision will only be reversed if its stated reasons are legally insufficient or without factual basis. *Northwestern College v. City of Arden Hills*, 281 N.W.2d 865, 868 (Minn.1979).

A city's authority to grant variances cannot exceed the powers granted by Minn. Stat. § 462.357, subd. 6(2). *Costley v. Caromin House, Inc.*, 313 N.W.2d 21, 27 (Minn.1981). The statutory authority allows variances in cases of "undue hardship" where:

[T]he property in question cannot be put to a reasonable use if used under conditions allowed by the official controls, the plight of the landowner is due to circumstances unique to the property not created by the landowner, and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone shall not constitute an undue hardship if reasonable use for the property exists under the terms of the ordinance.

Minn.Stat. § 462.357, subd. 6(2) (1988).

The Moorhead Municipal Code also authorizes variances only upon a showing of "undue hardship." Moorhead, Minn., Municipal Code §§ 10-1-5, 10-2A-5(B). By adopting the precise language of the enabling statute, the Moorhead ordinances grant the zoning authority the same power to grant variances as is allowed by Minn. Stat. § 462.357, subd. 6(2). Thus, if the variance is permitted by the statute, it is also permitted by the ordinance.

According to the stipulated facts, strict enforcement of Moorhead's setback requirement would require Trinity's addition to be built 22 feet back from the front line of the existing building. The Board's written decision found that enforcing the setback requirement would create hardship for Trinity because the addition would not be coordinated with the existing structure. The roof lines and front line would not

match, the internal corridors would be misaligned, and the classroom windows, exit routes and classroom configurations would be adversely affected. All these findings are supported by the evidence presented to the Board at the public hearings, either in testimonial form or from the blueprints of the addition plans.

[5] We believe these circumstances satisfy the requirements for undue hardship as defined by Minn.Stat. § 462.357, subd. 6(2). The first requirement is that the property cannot be put to a reasonable use without the variance. This provision does not mean that a property owner must show the land cannot be put to any reasonable use without the variance. In such a case the constitution would compel a variance regardless of the statute. See *Holasek v. Village of Medina*, 303 Minn. 240, 244, 226 N.W.2d 900, 903 (1975). The statute is clearly intended to allow cities the flexibility to grant variances in cases where the constitution does not compel it. Thus, we read the first part of the definition of "undue hardship" as requiring a showing that the property owner would like to use the property in a reasonable manner that is prohibited by the ordinance. On the facts of this case, the precise issue is whether it would be reasonable to expect Trinity to build its addition 22 feet back from the front line of the existing building. If evidence supports the Board's finding that building 22 feet back would be an unreasonable use, we must affirm.

The statute and ordinances unfortunately provide no standard for determining reasonableness. Minnesota courts distinguish between area and use variances. In *re Appeal of Kenney*, 374 N.W.2d 271, 274 (Minn.1985). An exemption from a setback requirement is an area variance. *Id.* Practical difficulties may justify an area variance. See *Merriam Park Community Council, Inc. v. McDonough*, 297 Minn. 285, 292, 210 N.W.2d 416, 420 (1973) (holding sufficient "practical difficulties" existed to justify area variance), *overruled on other grounds, Northwestern College v. City of Arden Hills*, 281 N.W.2d 865, 868 n. 4 (Minn.1979); *Curry v. Young*, 285

Minn. 387, 396-97, 173 N.W.2d 410, 415 (1969) (holding variance required where setback requirement would force property owner to build much smaller structure); see generally 3 R. Anderson, *American Law of Zoning* §§ 20.49-52 (3d ed. 1986) (analyzing court decisions on area variances).

The evidence before the Board supported its determination that requiring Trinity to build its addition 22 feet back from the existing building is unreasonable. The Board properly considered the practical difficulties strict enforcement of the setback requirement would cause, including the functional and aesthetic concerns mentioned above.

[6] The second requirement is that the plight of the landowner is due to circumstances unique to the property not created by the landowner. The record reveals the existing church has only a three-foot setback because it was built before the enactment of the present ordinance. This is a unique circumstance not created by the landowner.

[7] The third requirement for undue hardship is that the variance, if granted, will not alter the essential character of the locality. Since the church already exists, an addition will not alter the character of the locality. The Board carefully conditioned its variance on Trinity's promise to plant trees, place planters along the facade of the addition, and preserve the existing courtyard and playgrounds. We think these precautions guard against any alteration of the character of the locality. Thus, the variance ordinance and statute have been satisfied, and Moorhead's finding of undue hardship is supported by the record.

DECISION

Trinity's failure to comply with the procedural requirements in applying for a variance is not grounds for setting aside the Board's decision. The variance did not violate the ordinance prohibiting expansion of nonconformities. The Board's decision was not invalid because a voting member was a member of Trinity. Finally, the Board's

Cite as 446 N.W.2d 923 (Minn.App. 1989)

finding of undue hardship was supported by the record.

Affirmed.



FARMERS INSURANCE
GROUP, Respondent,

v.

GENERAL CASUALTY
COMPANIES, Appellant.

No. C8-89-999.

Court of Appeals of Minnesota.

Oct. 24, 1989.

No-fault insurer of injured passenger in pickup truck sought indemnity from insurer of the truck. The District Court, Stearns County, Richard Ahles, J., entered judgment in favor of no-fault insurer, and insurer of pickup appealed. The Court of Appeals, William J. Fleming, Acting J., held that pickup truck and trailer combination with combined curb weight of over 5,500 pounds was a commercial vehicle for purposes of indemnity provisions of the no-fault statutes.

Affirmed.

Indemnity — 13.1(2)

Pickup truck with trailer whose combined curb weight was over 5,500 pounds was a "commercial vehicle" entitling no-fault insurer of injured passenger in the pickup to seek indemnity from the insurer of the pickup. M.S.A. §§ 65B.53, subd. 1, 168.011, subd. 7.

See publication Words and Phrases for other judicial constructions and definitions.

* Acting as judge of the Court of Appeals by ap-

Syllabus by the Court

In an indemnity action under Minn. Stat. § 65B.53 (1986), the weight of an attached trailer must be considered when determining whether a motor vehicle is a commercial vehicle.

Steven R. Schwegman, Quinlivan, Sherwood, Spellacy & Tarvestad, P.A., St. Cloud, for respondent.

Patrick C. Cronan, Arthur, Chapman & McDonough, P.A., Minneapolis, for appellant.

Heard, considered and decided by RANDALL, P.J., and FOLEY and FLEMING*, J.J.

OPINION

WILLIAM J. FLEMING, Judge.

In this appeal we consider whether a pickup truck-trailer combination with a curb weight over 5,500 pounds is a commercial vehicle within the meaning of Minn. Stat. § 65B.53. The trial court decided that such a combination is a commercial vehicle and granted summary judgment accordingly. We affirm.

On November 12, 1982, James Stephens suffered personal injuries while riding as a passenger in a 2,000 pound Dodge pickup truck driven by Clarence Ewell and owned by M & S Construction, Inc. The pickup, towing a trailer containing a Ditch Witch, was involved in a collision with another vehicle on Minnesota Highway 95 in Princeton, Minnesota.

Stephens was insured by respondent Farmers Insurance (Farmers) and received \$13,879.00 in no-fault benefits from Farmers. M & S was insured for liability coverage by appellant General Casualty Companies (General Casualty).

In June, 1987, Farmers commenced this declaratory judgment action against General Casualty to determine whether Farmers is entitled to indemnity against General Casualty, pursuant to Minn.Stat. § 65B.53, subd. 1, for the no-fault benefits paid to

pointment pursuant to Minn. Const. art. VI, § 2.



League of Minnesota Cities

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2/9/91

COUNTING THE VOTES ON COUNCIL ACTIONS

Most of the time on most matters, a city council acts by majority vote. But, as seems often to be the case in law and government, even a seemingly simple concept like this can get surprisingly complicated and confusing. Sometimes statutes or charter provisions require an extraordinary majority, such as four-fifths or two-thirds; in other cases, the statutes require a unanimous vote.

Keeping track of how many votes are required for various kinds of actions can be confusing enough. But what if there is a vacancy on the council? Or if one or more of the members is absent? Or if one or more of the members present chooses not to vote? Or if one or more of the members is disqualified from voting because of a conflict of interest? We'll try in this article to sort some of this out.

HOW MANY VOTES ARE NEEDED?

We'll start with the simple case, where the entire council is present and all of them vote. Abstentions, disqualifications, absences, and vacancies present further issues which we'll get into later.

To pass an ordinance in a statutory city takes a majority vote of all members of the council. M.S. 412.191, subd. 4. Most statutory cities have five-member councils, so this means that three votes are normally needed to pass an ordinance. In a statutory cities with a seven-member council, it takes four votes to pass a normal ordinance.

To pass a motion or resolution in a statutory city normally requires that a quorum be present and that a majority of the quorum vote in favor. A.G. Op. 471-m, Oct. 30, 1986 (LMC 415b1). See also Jensen v. Independent Con. School District No. 85, 160 Minn 233, 199 NW 911 (1924). Thus, if everyone is present and voting, it takes three affirmative votes to pass a motion or resolution in cities with five-member councils, or four votes if there are seven members.

Charter cities must look to their own charters to determine what votes are required for ordinances and resolutions.

STATUTES REQUIRING EXTRAORDINARY VOTES

Several statutes require more than a simple majority to take certain kind of action. Some of these statutes are listed below. Except where noted, these statutes apply both to statutory and to charter cities.

Zoning ordinances

Passing or amending a zoning ordinance requires a two-thirds majority of all members of the council. This means four votes on a five-member council, or five votes on a seven-member council. M.S. 462.357, subd. 2. An interim zoning ordinance may be adopted by a simple majority vote, however. A.G. Op. 63-b-14, Oct. 6, 1982 (LMC 600c).

Comprehensive plans

Adopting or amending a comprehensive plan also requires a two-thirds vote. M.S. 462.355, subd. 3.

Abolishing a planning agency

While a planning commission or planning department can be created by a simple ordinance, it requires a two-thirds vote to abolish it. M.S. 462.354, subd. 1.

Capital improvements and acquisition or disposal of real property If the city has a comprehensive plan, the planning agency must review any proposed capital improvements or disposal of real property by the city. The council can dispense with that review if it finds by a two-thirds vote that the proposed action has no relation to the comprehensive plan. M.S. 462.356, subd. 2.

Official interest in contracts

Generally, a council member may not have a financial interest in a city contract. However, the statutes allow certain exceptions to this rule. These exceptions are permitted only with unanimous approval by the council. M.S. 471.88. This probably means that the interested party should vote on the contract if he/she is present; this is apparently an exception to the general rule that a person should not vote on a matter in which he/she is personally interested. One alternative might be to leave the room during the vote.)

Local improvements

Unless the owners of at least 35% of the property to be assessed have petitioned for a proposed improvement, it requires a four-fifths vote for the council to order an improvement which will be paid for by special assessments. M.S. 429.031, subd. 1. Any park improvement which will be specially assessed also requires a four-fifths vote, regardless of whether there has been a petition. M.S. 429.031, subd. 2. This means four votes on a five-member council, or six votes on a seven-member council.

These statutes apply to any city specially assessing for a local improvement under M.S. Ch. 429. Charter cities can also adopt their own assessment procedures, which could involve different vote requirements.

Charter amendments

Generally, a proposed charter amendment must first be submitted to the charter commission. However, in a city of under 10,000 population, the council by ordinance passed by a four-fifths vote of all its members can put proposed amendments to the voters without first submitting them to the charter commission. M.S. 410.12, subd. 6.

Under certain circumstances, the council can amend the charter by ordinance. This ordinance must be passed by affirmative vote of all members of the council. M.S. 410.12, subd. 7.

Summary publication of ordinances

Statutory cities may publish a summary rather than publishing the entire text of the ordinance. It takes a four-fifths vote of the council to use the summary publication option. M.S. 412.191, subd. 4. However, approving the actual text of the summary requires only a simple majority.

Park boards

A statutory city can create a park board by ordinance. But once it exists, it takes a unanimous vote of the entire council to abolish it. M.S. 412.501. (Note though that adopting the Plan B city manager form of government automatically abolishes the park board.)

The park board must consist of three, five, seven, or nine members. To change the size of a statutory city park board requires a two-thirds vote. M.S. 412.501.

Street vacation

Unless there has been a petition from a majority of the abutting landowners, it takes a four-fifths vote to vacate a street in a statutory city. M.S. 412.851.

Hospital boards

Abolishing a hospital board requires a vote of "all five members" of a statutory city council. M.S. 412.221, subd. 16. It's not clear how many votes would be required in a statutory city with a seven-member council.

Other actions

A city cannot include in an ordinance a provision that requires an extraordinary majority or a unanimous vote to amend or repeal that ordinance. A.G. Op. 477-a, Feb. 5, 1971 (LMC 335A) However, the city can specify in the ordinance that an extraordinary majority is required to take some action under the ordinance. For example, a zoning ordinance might specify that a two-thirds or four-fifths vote is needed to approve a

conditional use permit. A.G. Op. 477-b-34, Mar. 20, 1973 (LMC 600A1A) But while it's legally possible, this kind of provision is generally not advisable. The Did You Know... column in the July, 1981 issue discusses the problems this kind of provision can create.

SPECIAL PROBLEMS IN COUNTING VOTES

Vacancies

A vacancy temporarily reduces the size of the council. While there is a vacancy on a five-member council, the "entire council" consists of four persons. For any particular action that requires approval by a specified portion of the council then, the required proportion of votes required is applied to the temporarily smaller number. State ex rel. Peterson v. Hoppe. 194 Minn 186, 260 NW 215 (1935). See also A.G. Ops. 63-b-14, Oct. 6, 1982; 161-A-20, July 3, 1974; and 63-b-14, Jan. 14, 1970.

An example might make this more clear. It takes a two-thirds vote of all members of the council to amend a zoning ordinance. With a seven-member council, this means five votes. ($2/3 \times 7 = 4.67$, so at least five votes are needed.) But if there is a vacancy, there are only six members; the required vote is two-thirds of six, or four.

Apparently, if there were two vacancies on a five-member council, amending a zoning ordinance would take only two affirmative votes. But it would take three affirmative votes to vacate a street if there hasn't been a petition.

It's important to review carefully the actual language of the statute setting out the required vote. For example, if there is a vacancy on a five-member statutory city council, the remaining four members by unanimous vote could abolish the park board. However, they apparently couldn't abolish the hospital board, since the statute requires that "all five" members vote for abolition.

Many charters require specific numbers of votes for various actions, rather than establishing a required percentage or proportion. A vacancy doesn't change the required numbers in that circumstance. A.G. Op. 63-a-11, Oct. 20, 1966 (LMC 415b1).

In Hoppe, the court also distinguished between a requirement for a majority of "all members" and a requirement for a majority of "all members elected" to a body. The court noted that if the statute refers to "all members elected" (rather than just to "all members") a vacancy does not change the number of votes needed for passage.

In statutory cities and frequently in charters as well, a quorum is defined to be a majority of all the members of the council. M.S. 412.191, subd. 1. Vacancies can therefor affect the number that constitutes a quorum as well. A.G. Op. 63-a-11, Jan. 4, 1966 (LMC 415b1). In statutory cities, this usually won't make a difference unless there is more more than one vacancy. But in a charter city with an even number of council members, it could make a difference if the charter defines a quorum in this way.

It's important to pay attention to the precise wording of the definition of quorum. Some charters simply provide that a specific number of members constitutes a quorum, in which case a vacancy wouldn't affect the number needed for a quorum. See A.G. Op. 471-j, Apr. 17, 1967 (LMC 140A). The distinction between "all members" and "all members elected" which the court pointed out in Hoppe could also be important in determining a quorum.

Absence

Unlike a vacancy in the council, the absence of a council member from a particular meeting does not affect the number of votes needed, if the statutes require an affirmative vote by a specified portion of the entire council. Tracy Cement Tile Co. v. City of Tracy, 143 Minn 415, 176 NW 189 (1919). Thus, to amend a zoning ordinance in a city with a five-member council takes at least four votes, since two-thirds of five is 3.3. If one member is absent and only four are present, it still takes four affirmative votes to amend the zoning ordinance.

Absences do, however, affect the number of votes required, where the statutes or charter don't require a particular number or portion of votes. In statutory cities, this includes most ordinary motions and resolutions: approving bills, entering contracts, filling council vacancies, etc. The general rule is that if a quorum is present, a majority of the quorum can pass any action, unless a statute or charter provision requires a larger number. Jensen v. Independent Consolidated School District NO. 85, 160 Minn 233, 199 NW 911 (1924). See also A.G. Ops. 471-m, Oct. 30, 1986 (LMC 415B1), and 161-A-20, June 3, 1987 (LMC 500D); and M.S. 645.08.

Again, an example might make this more clear. Consider a statutory city with a five-member council and no vacancies. If two members are absent from a meeting, the remaining three constitute a quorum. A two to one vote is sufficient to pass any ordinary motion at that meeting. By contrast, if all five members were present, it would take at least three affirmative votes to pass that same motion.

Abstentions

Sometimes a council member present at a meeting will choose not to vote on a matter before the council. It may be important why the member abstained. Specifically, abstaining because of a personal interest in the matter may be a special case, which will be discussed later in this article.

An abstention by one or more council members does not reduce the number of votes needed, if the statutes require the affirmative votes of a specific number or proportion of the council. Nor is an abstention counted as a vote with the majority in this circumstance. Ram Development Co. v. Shaw, 309 Minn 139, 244 NW2d 110 (1976); Van Cleve v. Wallace, 216 Minn 500, 13 NW2d 467 (1944).

The Ram Development case is a good illustration of this rule. A seven-member council attempted to pass a zoning amendment. The votes recorded were four affirmative, two abstentions, and one "pass." The Court ruled that this was not sufficient to pass the ordinance; five affirmative votes were needed, and neither the abstentions nor the "pass" could be counted as an affirmative vote. (It's not clear what distinction the council members intended between "abstain" and "pass." The Court treated them as being the same.)

Similarly, in a statutory city with a five-member council, it takes three affirmative votes to pass an ordinance; two "yes" votes and three abstentions are not enough. Nor could a vote be treated as unanimous if one or more members abstains.

Where the statutes don't require a specific number of votes, a motion is passed if a majority of those voting on it vote in favor. (This concept is sometimes expressed by saying that abstentions are counted as voting with the majority.) A.G. Ops. 161-A-20, June 3, 1987 (LMC 500D), and 471-M, Oct. 30, 1986 (LMC 415B1). Thus for example, a vote of two "yes" and one "no" with two abstentions would be enough to pass an ordinary motion before a five member statutory city council.

Courts frequently state that "if a quorum is present, the refusal to vote will not defeat action." See for example, the cases cited at 4 McQuillin Municipal Corporations, Sec. 13.32. It's not entirely clear, though, whether the courts would apply that rule to the extreme case, where a quorum is present but because of abstentions the number of affirmative votes is less than a majority of a quorum; e.g. three members of a five-member council are present, one votes "yes," and the other two abstain.

The best advice is to avoid this kind of problem. Sometimes council members may be tempted to abstain from voting on a controversial issue, or an issue where either choice might have potentially undesirable consequences. But council members

should remember that if they abstain in this kind of situation, their abstention will always ultimately tend either to defeat or to pass the motion.

In this kind of situation, it may be wise for the city attorney to review in advance the vote requirements for the particular action at issue, and determine what the effect of an abstention would be; i.e., will an abstention tend to help pass or to help defeat the question? Since his action will have one or the other of these effects, the council member can't avoid responsibility. He might as well decide which he prefers and vote accordingly.

Some charters specifically address this issue. The St. Paul charter, for example, provides that an abstention is counted as a "no" vote, except when the council member is required to abstain because of a personal interest in the matter.

Disqualification from voting

The Minnesota Court has ruled that under some circumstances a council member who has a personal interest in a matter before the council is disqualified from voting on that matter. Lenz v. Coon Creek Watershed District, 278 Minn 1, 153 NW2d 209 (1967). Not only is that person disqualified from voting, he also should not take part in any way in the proceedings. In re Petition of Jacobson re County Ditch No. 24, 234 Minn 296, 48 NW2d 441 (1951). Most often, a council member that has such an interest simply voluntarily abstains from voting.

The Minnesota Appellate courts haven't addressed how votes should be counted in this situation. Often, of course, it won't matter, but it could be critical for ordinances or other actions requiring an affirmative vote by a particular fraction of the entire council. For example, when a seven-member statutory city council is vacating a street without a petition and one member is personally interested in the matter, is the required vote six (four-fifths of seven), or five (four-fifths of six)?

The Attorney General has concluded that when a council member is disqualified from voting under the Lenz test, the effect is the same as if there were a vacancy on the council. A.G. Op. 471-m, Oct. 30, 1986. The district court in Washington County apparently reached a similar conclusion in a case decided January 29, 1991, though it's not clear what the exact reasoning was from the judge's very brief memorandum. In re Street Improvement Program (117th Street) vs. Denmark Township. (A copy of the judge's order and memorandum in that case is included in the materials.)

Courts in other states have split. Some have held that a disqualification or an abstention because of a personal interest cannot be counted as an affirmative vote; others have held that

it can; and still others have held that a disqualification should be treated as in effect creating a temporary vacancy in the council.

The rule that the Attorney General suggests, and that the Washington County District Court apparently applied - that when a council member is disqualified from voting because of a conflict of interest, the effect is the same as if there were temporarily a vacancy on the council - seems to me to be the most reasonable one. If a person can neither vote nor participate in the discussions or other proceedings, that person really can't function as part of the council. In effect, the council is without that member for purposes of this issue.

SUMMARY

The first step on any vote question is to determine whether any statute or charter provision specifies how many votes are required. Be careful to pay attention to the particular wording of the statutory or charter requirement. If there is no such requirement, then a simple majority vote with a quorum present is sufficient. Vacancies, absences, abstentions, and disqualifications all present additional complications. In some instances, the rules are clear, though confusing; in others, unfortunately, the rules are both confusing and unclear.

Peter Tritz, League of Minnesota Cities

(This article originally appeared in the February, 1990 issue of Minnesota Cities, and has been revised slightly for the February 8, 1991 Update for City Attorneys.)

**HENNEPIN RECYCLING GROUP
MEETING MINUTES**

January 17, 1991
3:00 P.M.

Crystal City Hall
4141 Douglas Drive

CALL TO ORDER

The Hennepin Recycling Group meeting was called to order by Chairman Dulgar at 3:09 P.M.

ROLL CALL

Present: Chairman Jerry Dulgar, Director Dan Donahue and Director Gerald Splinter.

Staff Members Present: Julie Jones, HRG Administrator; Mike Barone, HRG Administrative Intern; and Larry Watts, New Hope Finance Director.

APPROVAL OF MINUTES

It was moved by Director Donahue and seconded by Director Splinter to approve the December 6, 1990, meeting minutes as submitted. Motion Carried.

ELECTION OF OFFICERS

Director Splinter moved to continue the present officer positions as Jerry Dulgar as Chairman and Dan Donahue as Secretary/Treasurer. Director Donahue seconded the motion. Motion Carried.

Director Donahue indicated that he would be satisfied with continuing to serve the Board as Secretary/Treasurer, however, he voiced concern regarding the complicated process involved in maintaining the HRG expense account at the City of New Hope when HRG staff is maintained at the Crystal City Offices. Chairman Dulgar requested a delay in action until he could have the opportunity to speak to the Crystal Finance Director regarding the possibility of maintaining the HRG Expense Account through the City of Crystal.

1991 MEETING SCHEDULE

Director Donahue moved and Director Splinter seconded a motion to approve HRG Resolution 90-1, A Resolution Approving the 1991 Meeting Schedule. Motion Carried.

TREASURER'S REPORT

Larry Watts, New Hope Finance Director, presented the Board members and staff with a summary showing the account balance for the HRG account ending December 31, 1990. Director

Splinter moved and Director Donahue seconded a motion to approve the treasurer's report as submitted.

Motion Carried.

1991 COUNTY GRANT APPLICATION

Julie Jones presented the Board members with a copy of HRG's 1991 Hennepin County Grant Application. She recommended that the cost of the plastics/cardboard publicity brochure be added to the 1991 Grant Application, explaining that it was thought earlier that the brochure would be a 1990 expense. She also suggested that the HRG Board add additional labor expense for the HRG Administrative Intern under Apartment Recycling, in case the County requires municipalities to monitor the mandatory apartment recycling program, which will take effect July 1, 1991. Director Splinter moved and Director Donahue seconded a motion to approve HRG Resolution 91-2, and authorized staff to make the suggested amendments to the 1991 Grant Application.

Motion Carried.

1990 YARDWASTE REPORT

Julie Jones explained the report regarding residential use of the Lynde and McLeod Yardwaste Site during 1990. She explained the City of Maple Grove's concern regarding the high amount of brush being deposited at the site, explaining that Maple Grove staff is interested in charging residents of their City to drop-off brush during 1991 in order to offset the City's costs. Ms. Jones explained that this creates a dilemma for the City of Maple Grove if all other cities using the site do not charge for the disposal of brush. After reviewing the cubic yard totals for brush in the report, the Board members felt that there was no need to charge HRG residents for the disposal of brush at this time since HRG did not use all of their County funding. Director Donahue suggested that staff pursue the possibility of transferring HRG's \$21,504 surplus in 1990 to the City of Maple Grove, in order to offset their overage of expenses. The Administrator said that she would investigate that possibility.

PLASTICS/CARDBOARD FLYER

The HRG Administrative Intern presented the Board members with a draft copy of the Plastics/Cardboard Recycling Flyer, which was currently being printed. Mike Barone explained that the flyers are expected to be distributed to the post office on January 24, 1991. Upon review of the flyer, Director Splinter moved to approve the flyer as presented and Director Donahue seconded the motion. Motion Carried.

TELEPHONE BOOK RECYCLING

Julie Jones explained U.S. West Communications' Telephone Book Recycling Program, which was announced on January 15, 1991. The recycling program, she explained, includes drop-off bins at all Target Stores, so HRG residents may be referred to use the drop-offs at both the Crystal and Brooklyn Center Target Store parking lots. These drop-offs will be in place until March 30, 1991. U.S. West personnel had indicated that inserts, explaining the Drop-off Recycling Program, were included in each phone book delivery.

The Board members requested staff to obtain weight figures from U. S. West regarding the Crystal and Brooklyn Center drop-offs so that this weight information may be included in the 1991 County tonnage report.

EXPENDITURE APPROVALS

Director Splinter moved to accept the December Administrative Expense Report as submitted and Director Donahue seconded the motion. Motion Carried.

Director Splinter moved to approve payment of the invoice for November HRG legal expenses and Director Donahue seconded the motion. Motion Carried.

MULTI-FAMILY RECYCLING PILOT PROJECT

Director Splinter inquired about staff's plans to contact apartment owners of the July 1, 1991, County recycling deadline. The HRG Administrator explained that staff has been delaying the ordinance approval process until the County develops guidelines for the program. It was the consensus of the Board members that HRG should not wait until Hennepin County's Ordinance 13 is amended before notifying apartment owners in the HRG area of the future ordinance requirement. The Board, therefore, requested staff to contact all apartment owners by mail, explaining the July 1, 1991, recycling deadline. Director Splinter further recommended that staff recommend to apartment owners in the letter that they contact the pilot project participants for information and recommendations regarding implementation of a recycling program.

The HRG Administrator reported that 19 tons of materials were collected during the three month long multi-family recycling pilot project. Only two of the seven buildings, she reported, continued with BFI's recycling service after the end of the pilot. Those two buildings are Twin Lake Apartments and New Hope Terrace Apartments. She explained that staff had not yet contacted the other five apartment owners to see if that they continued service with a different recycling company.

BFI RECYCLARY TOUR

The Board members then selected two possible dates available when they could tour the BFI Recyclary in Pine Bend, Minnesota. It was decided to hold the tour either on Wednesday, February 20th or 27th. It was decided to leave for the facility at 8:00 A.M.

ADJOURNMENT

Since there was no other business, Director Donahue moved to adjourn the meeting. Director Splinter seconded the motion. The meeting adjourned at 3:56 P.M.

JJ:jt

Approved
2/25/91

HUMAN RELATIONS COMMISSION
January 28, 1991

The Human Relations Commission meeting was called to order at 7:10 p.m. by Vice Chair Renee Werner. Members present were: John Luzaich, Kathryn Huston, Bob Techam, Jackie Gustafson, and Renee Werner. Also present was Joan Schmidt, Staff Liaison.

Absent were William Johnson (unexcused), James Allen Brown (excused), and Arlene West (excused).

Linda Museus and guest Garry Grimes arrived at 7:15 p.m.

1. Moved by Commission member Luzaich and seconded by Commission member Techam to approve the minutes of the November 26, 1990 Regular Human Relations Commission meeting.

Motion Carried.

After Linda's arrival she asked that the minutes be amended to read that Arlene West's absence was excused.

2. Happenings and announcements:
 - a. Renee explained of January 14th meeting with a grievant and respondent. The matter was resolved in a few minutes with the help of Linda Museus and Renee.
 - b. The Coalition Meeting was missed in January by all members. The next one is in March and Bob will check on the date and location.
 - c. Bob reported on the League meeting held Sunday, January 20, 1991. They had election of officers (Bob was elected secretary) and Bob will be on the Planning Committee for the next annual meeting. Theme will be Disabled versus Special Abled. No date has been scheduled.
 - d. City of Eden Prairie will have Martin Luther King celebration on February 3rd.
 - e. The Annual Appreciation Dinner will take place again this year at Nicklows on February 28th.
3. Linda suggested that the Commission start planning the Human Rights Day. Members of the Park & Recreation Commission will be invited to the next meeting. It was suggested to attend the Festival of Nations to get names and contacts. The theme of this year's Human Rights Day will be decided at the February meeting.
4. Special Olympics will be held in Blaine this year with Jack Irving as Chair and the City of Crystal sponsoring children from Mexico.

5. Discussion was held about having a float in the Crystal Frolics Parade. The Commission felt that a visual message was needed. Kathy will call the City of Robbinsdale to see if we can use their float. The theme will be decided at the next meeting. Jim needs to check to see if he can get a trailer from Northern Hydraulics.

Moved by Commission member Werner and seconded by Commission member Huston to adjourn. Meeting adjourned at 8:25 p.m.

MINUTES OF
ENVIRONMENTAL QUALITY COMMISSION OF CRYSTAL, MINNESOTA
JANUARY 17, 1991
6:30 P. M.
KELLY'S RESTAURANT

The Chair called the meeting to order, following a 5:30 P.M. tour of the Hennepin County Garbage Transfer Facility in Brooklyn Park and dinner at Kelly's Restaurant. The meeting was called to order at 7:11 P.M., recognizing a quorum.

Those members present were: Mike Culhane, Jerry Farrell, Gail Gove, Mary Pat Hanauska, Phyllis Isaacson, Beth Jarvis, Larry Lemanski, Lerry Teslow, and Julie Jones (Staff Liaison).

Those members absent were: Diane Christopher, Gary Joselyn (Council Liaison), and Bill Leonard.

Phyllis Isaacson moved to approve the December 13, 1990, meeting minutes, as written. Lerry Teslow seconded the motion. Motion Carried.

The Commission members considered a resolution requesting that licensing authority of asbestos removal contractors be given to the EPA. Mary Pat Hanauska moved to forward the resolution as written to the Crystal City Council for their consideration. Jerry Farrell seconded the motion. Motion Carried.

The Commission members then continued their discussion of long-range planning. The following ideas for future discussions and projects were mentioned:

1. Discuss Plastics Ordinance/Scope Report.
2. Contact Park & Recreation Commission regarding golf course idea.
3. Community Environmental Awareness Education (City Newsletter insert, Cable TV, Community Center display, library, elementary school programs).
4. Investigate possibility of bike path connection to Minneapolis.
5. Study light rail transit.
6. Adopt a park program.
7. Twin Lake cleanup.

The Commission members decided to prioritize the above ideas at the next meeting and to also set goals for 1991.

The Commission members then considered the possibility of the City of Crystal joining the Environmental Cities Coalition. Phyllis Isaacson volunteered to investigate the necessary procedures for joining the Coalition.

The Commission members then discussed plans for a 1991 Environmental Awareness Day. Various options were discussed regarding location and date. It was debated whether or not to tie the event to the Crystal Frolics or hold a separate event at the Crystal Community Center or the Crystal Gallery. Julie Jones mentioned the possibility of tying the event to one of the craft shows regularly scheduled at the Crystal Community Center. She was asked to find out if any craft shows are scheduled for this coming spring or summer.

There was no other business.

Lerry Teslow moved to adjourn the meeting. Gail Gove seconded the motion. The meeting adjourned at 8:50 P.M.

JJ:jt

CITY OF CRYSTAL

1991 EXPENDITURE REPORT AS OF JANUARY 31, 1991

NORMAL %=

8.33%

| DEPARTMENT | # | ADOPTED BUDGET AMOUNT | REVISED WORKING BUDGET | PRIOR MONTH YTD EXPENSES | ENCUMBERANCES | CURRENT EXPENDITURES | TOTAL EXPENSES | RATIO | UNENCUMBERED BALANCE |
|-------------------------------------|----|-----------------------------|------------------------------|-----------------------------|---------------|-------------------------|-------------------|-------|-------------------------|
| Mayor & Council | 10 | \$119,374 | \$119,374 | \$0.00 | \$1,510.00 | \$28,108.94 | \$28,108.94 | 24.8% | \$89,755.06 |
| Administration | 11 | \$316,369 | \$316,369 | \$0.00 | \$830.74 | \$14,014.69 | \$14,014.69 | 4.7% | \$301,523.57 |
| Assessing | 12 | \$131,804 | \$131,804 | \$0.00 | \$346.47 | \$4,362.17 | \$4,362.17 | 3.6% | \$127,095.36 |
| Finance | 13 | \$161,328 | \$161,328 | \$0.00 | \$0.00 | \$6,123.19 | \$6,123.19 | 3.8% | \$155,204.81 |
| City Buildings | 14 | \$149,685 | \$149,685 | \$0.00 | \$0.00 | \$14,505.34 | \$14,505.34 | 9.7% | \$135,179.66 |
| Police | 15 | \$1,721,106 | \$1,721,106 | \$0.00 | \$2,431.39 | \$67,326.00 | \$67,326.00 | 4.1% | \$1,651,348.61 |
| Fire | 16 | \$191,250 | \$191,250 | \$0.00 | \$0.00 | \$5,708.90 | \$5,708.90 | 3.0% | \$185,541.10 |
| Planning & Inspection | 17 | \$76,838 | \$76,838 | \$0.00 | \$0.00 | \$2,607.12 | \$2,607.12 | 3.4% | \$74,230.88 |
| Civil Defense | 18 | \$39,090 | \$39,090 | \$0.00 | \$726.30 | \$1,006.91 | \$1,006.91 | 4.4% | \$37,356.79 |
| Engineering | 19 | \$217,169 | \$217,169 | \$0.00 | \$160.32 | \$5,081.10 | \$5,081.10 | 2.4% | \$211,927.58 |
| Street | 20 | \$496,805 | \$496,805 | \$0.00 | \$3,198.43 | \$19,274.08 | \$19,274.08 | 4.5% | \$474,332.49 |
| Park Maintenance | 21 | \$419,645 | \$419,645 | \$0.00 | \$1,185.00 | \$15,082.12 | \$15,082.12 | 3.9% | \$403,377.88 |
| Recycling * | 22 | \$14,776 | \$14,776 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | \$14,776.00 |
| Recreation | 25 | \$492,329 | \$492,329 | \$0.00 | \$3,689.40 | \$20,228.14 | \$20,228.14 | 4.9% | \$468,411.46 |
| Health | 26 | \$127,896 | \$127,896 | \$0.00 | \$421.98 | \$3,717.76 | \$3,717.76 | 3.2% | \$123,756.26 |
| Civil Service | 27 | \$28,050 | \$28,050 | \$0.00 | \$0.00 | \$531.87 | \$531.87 | 1.9% | \$27,518.13 |
| Legal | 28 | \$157,700 | \$157,700 | \$0.00 | \$0.00 | \$5,508.75 | \$5,508.75 | 3.5% | \$152,191.25 |
| Elections | 29 | \$28,525 | \$28,525 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | \$28,525.00 |
| Swimming Pool | 31 | \$78,772 | \$78,772 | \$0.00 | \$1,212.30 | \$135.15 | \$135.15 | 1.7% | \$77,424.55 |
| Non-Departmental | 32 | \$1,074,483 | \$1,074,483 | \$0.00 | \$752.00 | \$62,141.68 | \$62,141.68 | 5.9% | \$1,011,589.32 |
| Community Center | 33 | \$164,325 | \$164,325 | \$0.00 | \$742.40 | \$9,544.50 | \$9,544.50 | 6.3% | \$154,038.10 |
| Tree Disease | 34 | \$40,168 | \$40,168 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.0% | \$40,168.00 |
| TOTALS | | \$6,247,487 | \$6,247,487 | \$0.00 | \$17,206.73 | \$285,008.41 | \$285,008.41 | 4.8% | \$5,945,271.86 |
| Recycling Fund #80 | | \$218,790 | \$218,790 | \$0.00 | \$0.00 | \$1,412.88 | \$1,412.88 | 0.6% | \$217,377.12 |
| * General Fund Subsidy to Recycling | | | | | | | | | |
| Street Lighting #82 | | \$113,470 | \$113,470 | \$0.00 | \$0.00 | \$8,761.48 | \$8,761.48 | 7.7% | \$104,708.52 |
| Utility Fund-#81 | | | | | | | | | |
| Water | 23 | \$1,055,798 | \$1,055,798 | \$0.00 | \$1,581.70 | \$8,500.92 | \$8,500.92 | 1.0% | \$1,045,715.38 |
| Sewer | 24 | \$1,339,374 | \$1,339,374 | \$0.00 | \$245.48 | \$158,064.03 | \$158,064.03 | 11.8% | \$1,181,064.49 |
| TOTALS | | \$2,395,172 | \$2,395,172 | \$0.00 | \$1,827.18 | \$166,564.95 | \$166,564.95 | 7.0% | \$2,226,779.87 |
| Water Slide Fund #83 | | \$62,262 | \$62,262 | \$0.00 | \$30.60 | \$0.00 | \$0.00 | 0.0% | \$62,231.40 |
| EDA Fund #94 | 37 | \$95,370 | \$95,370 | \$0.00 | \$27.67 | \$959.94 | \$959.94 | 1.0% | \$94,382.39 |

CITY OF CRYSTAL

SUMMARY OF REVENUES AS OF JANUARY 31, 1991

NORMAL PERCENT =

8.33%

| GENERAL FUND - 01 ACCT# | | ESTIMATED REVENUE | PRIOR MONTH YEAR-TO-DATE | RECEIPTS CURRENT MONTH | RECEIPTS YEAR-TO-DATE | PERCENTAGE RECEIVED |
|-----------------------------|--------------------------------|----------------------|-----------------------------|---------------------------|--------------------------|------------------------|
| TAXES | | | | | | |
| 3011 | Current Ad Valorem Taxes | \$2,804,651 | \$0.00 | \$15,020.91 | \$15,020.91 | 0.5% |
| | Homestead Credit | \$0 | \$0.00 | \$0.00 | \$0.00 | |
| | Equalization Aid | \$0 | \$0.00 | \$0.00 | \$0.00 | |
| 3012 | Delinq Ad Valorem Taxes | \$0 | \$0.00 | (\$973.88) | (\$973.88) | |
| 3013 | Penalties and Interest | \$10,000 | \$0.00 | \$530.11 | \$530.11 | 5.3% |
| 3014 | Forfeited Tax Sale | \$0 | \$0.00 | \$0.00 | \$0.00 | |
| 3015 | Prepaid Special Assessments | \$0 | \$0.00 | \$0.00 | \$0.00 | |
| | Total Taxes | \$2,814,651 | \$0.00 | \$14,577.14 | \$14,577.14 | 0.5% |
| LICENSES AND PERMITS | | | | | | |
| 3111 | Liquor Licenses On Sale 06/30 | \$55,000 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3112 | Liquor Licenses Off Sale 06/30 | \$1,600 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3113 | Beer & Tavern Licenses 06/30 | \$6,000 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3114 | Club Licenses 06/30 | \$2,200 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3115 | Garbage & Refuse License 06/30 | \$1,600 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3116 | Taxi Cab Licenses | \$150 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3117 | Music Box-Misc Amusements | \$6,500 | \$0.00 | \$1,728.50 | \$1,728.50 | 26.6% |
| 3118 | Food Handling Licenses | \$16,500 | \$0.00 | \$1,323.25 | \$1,323.25 | 8.0% |
| 3119 | Gas Pump & Station Licenses | \$1,500 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3121 | Bowling Alley Licenses | \$1,200 | \$0.00 | \$800.00 | \$800.00 | 66.7% |
| 3123 | Cigarette Licenses | \$1,200 | \$0.00 | \$165.00 | \$165.00 | 13.8% |
| 3124 | Misc Licenses | \$1,800 | \$0.00 | \$45.38 | \$45.38 | 2.5% |
| 3125 | Billboard-Sign Hangers License | \$1,000 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3126 | Plumbing-Gas Licenses & Cards | \$5,000 | \$0.00 | \$1,037.75 | \$1,037.75 | 20.8% |
| 3127 | Sign Licenses 05/15 | \$10,000 | \$0.00 | \$4,017.17 | \$4,017.17 | 40.2% |
| 3128 | Tree Trim Licenses | \$600 | \$0.00 | \$105.00 | \$105.00 | 17.5% |
| 3150 | Dog Licenses & Impound Fees | \$6,000 | \$0.00 | \$327.50 | \$327.50 | 5.5% |
| 3151 | Building Permits | \$50,000 | \$0.00 | \$3,165.56 | \$3,165.56 | 6.3% |
| 3152 | Misc Fire Permits | \$0 | \$0.00 | \$0.00 | \$0.00 | |
| 3153 | Plumbing Permits | \$6,000 | \$0.00 | \$186.00 | \$186.00 | 3.1% |
| 3154 | Sewer Permits | \$600 | \$0.00 | \$35.00 | \$35.00 | 5.8% |
| 3155 | Water Permits | \$800 | \$0.00 | \$17.50 | \$17.50 | 2.2% |
| 3157 | Driveway Permits | \$400 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3158 | Street Excavation Permits | \$800 | \$0.00 | \$297.50 | \$297.50 | 37.2% |
| 3159 | Miscellaneous Permits | \$0 | \$0.00 | \$0.00 | \$0.00 | |
| 3161 | Gas Permits | \$4,000 | \$0.00 | \$155.00 | \$155.00 | 3.9% |
| 3162 | Burglar Alarm Permits 05/15 | \$1,000 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3163 | Mechanical Permits | \$10,500 | \$0.00 | \$241.25 | \$241.25 | 2.3% |
| 3164 | Sign Permits | \$2,600 | \$0.00 | \$216.00 | \$216.00 | 8.3% |
| 3165 | Parking Permits | \$0 | \$0.00 | \$0.00 | \$0.00 | |
| 3166 | Restaurant Hoods | \$1,200 | \$0.00 | \$210.00 | \$210.00 | 17.5% |
| | Total Licenses and Permits | \$195,750 | \$0.00 | \$14,073.36 | \$14,073.36 | 7.2% |

| GENERAL FUND - 01 ACCT# | ESTIMATED REVENUE | PRIOR MONTH YEAR-TO-DATE | RECEIPTS CURRENT MONTH | RECEIPTS YEAR-TO-DATE | PERCENTAGE RECEIVED |
|-------------------------------------|----------------------|-----------------------------|---------------------------|--------------------------|------------------------|
| ----- | | | | | |
| STATE SHARED TAXES | | | | | |
| 3345 Post Board Reimbursement | \$0 | \$0.00 | \$12,880.00 | \$12,880.00 | |
| 3350 Local Government Aid | \$1,847,827 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3351 State Aid Streets | \$20,000 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| Total Shared Taxes | \$1,867,827 | \$0.00 | \$12,880.00 | \$12,880.00 | 0.7% |
| OTHER SERVICES | | | | | |
| 3500 Miscellaneous Receipts | \$3,000 | \$0.00 | \$109.15 | \$109.15 | 3.6% |
| 3501 NWSCC and CAC | \$5,200 | \$0.00 | (\$84.00) | (\$84.00) | -1.6% |
| 3503 Bicycle Licenses | \$450 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3504 Northern Mayors Association | \$1,500 | \$0.00 | (\$1,819.92) | (\$1,819.92) | |
| 3511 Special Rezoning App Charge | \$5,500 | \$0.00 | \$425.00 | \$425.00 | 7.7% |
| 3512 Sale of Maps-Documents etc | \$200 | \$0.00 | \$39.00 | \$39.00 | 19.5% |
| 3513 Engineering & Clerical Fees | \$50,000 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3514 Weed Cutting Charges | \$600 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3515 Filing Fees | \$0 | \$0.00 | \$0.00 | \$0.00 | |
| 3516 License Investigations | \$500 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3517 Jail & Breathalyzer Tests | \$3,000 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3518 Electrical Permit Applications | \$0 | \$0.00 | \$4.50 | \$4.50 | |
| 3568 Accident Reports | \$1,700 | \$0.00 | \$112.00 | \$112.00 | 6.6% |
| 3569 Special Assessment Searches | \$2,500 | \$0.00 | \$140.00 | \$140.00 | 5.6% |
| 3570 Sanitarian Costs & Reimburse | \$84,834 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3571 Confiscated Funds | \$0 | \$0.00 | \$0.00 | \$0.00 | |
| 3580 Recreation Program Receipts | \$182,825 | \$0.00 | \$12,093.11 | \$12,093.11 | 6.6% |
| 3581 Crystal Facilities Used | \$500 | \$0.00 | \$14.00 | \$14.00 | 2.8% |
| 3582 Non-Budget Account | \$0 | \$0.00 | (\$520.00) | (\$520.00) | |
| 3586 Water Tests | \$0 | \$0.00 | \$0.00 | \$0.00 | |
| 3587 Swimming Pool Receipts | \$69,800 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3588 Community Center Revenue | \$31,050 | \$0.00 | \$2,599.55 | \$2,599.55 | 8.4% |
| 3590 Refunds & Reimbursements | \$115,500 | \$0.00 | \$2.22 | \$2.22 | 0.0% |
| 3591 Insurance Refunds | \$0 | \$0.00 | \$0.00 | \$0.00 | |
| 3592 Misc Land & Equip Sales | \$5,000 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3593 Miscellaneous Transfers | \$100,000 | \$0.00 | \$0.00 | \$0.00 | |
| 3594 Building Sub-Rental | \$500 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3595 Waste Oil Revenues | \$500 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3596 Leased Properties | \$9,600 | \$0.00 | \$0.00 | \$0.00 | |
| 3599 Interest Earned | \$115,000 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3610 Court Fines | \$175,000 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3611 Alarm Charges | \$4,000 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3612 Alarm Penalties | \$0 | \$0.00 | \$0.00 | \$0.00 | |
| 3630 Forfeited Bail | \$0 | \$0.00 | \$0.00 | \$0.00 | |
| 3772 Donations | \$1,000 | \$0.00 | \$985.00 | \$985.00 | 98.5% |
| Total Other Services | \$969,259 | \$0.00 | \$14,099.61 | \$14,099.61 | 1.5% |
| Previous Year Fund Balance | \$400,000 | \$0.00 | | \$0.00 | 0.0% |
| TOTAL REVENUES | \$6,247,487 | \$0.00 | \$55,630.11 | \$55,630.11 | 0.9% |

| RECYCLING FUND - 80 | | ESTIMATED | PRIOR MONTH | RECEIPTS | RECEIPTS | PERCENTAGE |
|---------------------|----------------------------|-----------|--------------|---------------|--------------|------------|
| ACCT# | | REVENUE | YEAR-TO-DATE | CURRENT MONTH | YEAR-TO-DATE | RECEIVED |
| 3330 | County Grants | \$95,000 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3500 | Misc Revenues | \$10,000 | \$0.00 | \$0.00 | \$0.00 | |
| 3510 | Containers, Wheels & Lids | \$1,500 | \$0.00 | \$6.73 | \$6.73 | |
| 3780 | Recycling Revenue | \$96,314 | \$0.00 | \$8,128.47 | \$8,128.47 | 8.4% |
| 3781 | Recycling Penalties | \$1,200 | \$0.00 | \$198.32 | \$198.32 | |
| 3782 | Recycling Bin Revenue | \$0 | \$0.00 | \$0.90 | \$0.90 | |
| 3783 | Recycling Bin Penalty | \$0 | \$0.00 | \$0.00 | \$0.00 | |
| 3590 | Refunds and Reimbursements | \$14,776 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| | Total Recycling | \$218,790 | \$0.00 | \$8,334.42 | \$8,334.42 | 3.8% |

| UTILITY FUND - 81 | | ESTIMATED | PRIOR MONTH | RECEIPTS | RECEIPTS | PERCENTAGE |
|-------------------|------------------------------|-------------|--------------|---------------|--------------|------------|
| ACCT# | | REVENUE | YEAR-TO-DATE | CURRENT MONTH | YEAR-TO-DATE | RECEIVED |
| 3500 | Miscellaneous Receipts | \$0 | \$0.00 | \$0.00 | \$0.00 | |
| 3599 | Interest Earned | \$40,000 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3739 | Misc Income - Water | \$20,765 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3740 | Water Sales | \$929,250 | \$0.00 | \$49,071.73 | \$49,071.73 | 5.3% |
| 3741 | Penalties Earned - Water | \$18,375 | \$0.00 | \$1,784.93 | \$1,784.93 | 9.7% |
| 3742 | Sales of Meters-Horns | \$2,000 | \$0.00 | \$246.00 | \$246.00 | 12.3% |
| 3743 | Joint Water Commission Reimb | \$15,000 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3744 | Metro Waste Reimbursement | \$0 | \$0.00 | \$0.00 | \$0.00 | ERR |
| 3759 | Misc Income - Sewer | \$500 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| 3760 | Sewer Service Revenue | \$1,254,750 | \$0.00 | \$69,323.99 | \$69,323.99 | 5.5% |
| 3761 | Penalties Earned - Sewer | \$19,425 | \$0.00 | \$2,873.17 | \$2,873.17 | 14.8% |
| | Total Utility Revenue | \$2,300,065 | \$0.00 | \$123,299.82 | \$123,299.82 | 5.4% |

| STREET LIGHTING FUND - 82 | | ESTIMATED | PRIOR MONTH | RECEIPTS | RECEIPTS | PERCENTAGE |
|---------------------------|-------------------------------|-----------|--------------|---------------|--------------|------------|
| ACCT# | | REVENUE | YEAR-TO-DATE | CURRENT MONTH | YEAR-TO-DATE | RECEIVED |
| 3764 | Street Lighting Revenue | \$103,683 | \$0.00 | \$7,212.65 | \$7,212.65 | 7.0% |
| 3765 | Penalties Earned | \$2,000 | \$0.00 | \$228.84 | \$228.84 | 11.4% |
| | Total Street Lighting Revenue | \$105,683 | \$0.00 | \$7,441.49 | \$7,441.49 | 7.0% |

WATER SLIDE FUND - 83

| ACCT# | | ESTIMATED REVENUE | PRIOR MONTH YEAR-TO-DATE | RECEIPTS CURRENT MONTH | RECEIPTS YEAR-TO-DATE | PERCENTAGE RECEIVED |
|-------|----------------------------|----------------------|-----------------------------|---------------------------|--------------------------|------------------------|
| 3581 | Crystal Facilities Used | \$0 | \$0.00 | \$0.00 | \$0.00 | |
| 3587 | Water Slide Revenues | \$49,750 | \$0.00 | \$15.57 | \$15.57 | 0.0% |
| | Season Tickets | \$8,000 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| | Concessions | \$6,000 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| | Daily Admissions | | | | | |
| | Combo Tickets | \$5,440 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| | Regular Daily | \$3,000 | \$0.00 | \$0.00 | \$0.00 | 0.0% |
| | Total Water Slide Revenues | \$72,190 | \$0.00 | \$15.57 | \$15.57 | 0.0% |



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

ADMINISTRATIVE OFFICE

February 20, 1991

Mr. Howard M. Bard
Bard & Bard, Ltd.
431 South Seventh Street
Minneapolis, MN 55415

Dear Mr. Bard:

As you are aware, the Crystal City Council has considered the parking situation at 6014-32 42nd Avenue on a number of occasions. The Council has acknowledged the importance of the parking issue to the site's usage and has already acted to give exclusive rights for on-street parking to the building occupants. This action is unique in Crystal and underlines the severity with which the City views the safety issues associated with this situation.

In terms of the specific ways in which parking in the front yard set-back on 42nd Avenue does not meet the standards of the City's zoning regulations, I submit the following:

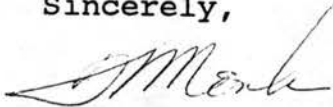
- On site parking is permitted in the front yard setback of B-4 property but must adhere to all code requirements.
- Section 515.09, Subd. 4h)1 notes the size of parking spaces and specifies the need for an access aisle.
- Section 515.09, Subd. 4h)3 states that parking stalls and aisle spacing is not to include public right-of-way.
- Section 515.09, Subd. 4h)12 requires striping of parking areas.
- Section 515.09, Subd. 4h)15 requires concrete curb around the parking area with a setback from the property line.
- Section 515.09, Subd. 6c) requires a 15 foot offset from any parking area to the public street.

Mr. Howard M. Bard
February 20, 1991
Page 2

These provisions of City Code combine to require each lot provide on-site parking in a specific and structured arrangement. It is obvious the front yard setback at the location in question does not and cannot meet the noted Code sections or those in Section 515.11 related to loading areas. The City Council action of September 4, 1990, as outlined in my letter to Mr. Mann dated September 6, addressed the unique features of the site and proposed a workable solution to the problems.

Because of the zoning and safety issues involved, I do not believe litigation of the question would result in a solution satisfactory to either side. I again urge you and Mr. Mann to work with Crystal to implement the plan as approved and review the results over a period of time.

Sincerely,



William Monk
City Engineer

cc: Mayor & City Council
Arie Mann
Dave Kennedy
Jerry Dulgar

City of Crystal

Memorandum

DATE: February 27, 1991
TO: Jerry Dulgar, City Manager
FROM: Kevin McGinty, Fire Chief (20)
SUBJECT: Stairway Repair

As we discussed, the repair to the South Fire Station's stairway is underway and should soon be completed.

As you know, allowing this work to be done during the winter months, saved approximately \$4,000.00.

When completed, this area will comply to the building and fire codes regarding exits, exit signage, and emergency lighting. These are areas that we enforce every day at local businesses and I believe we will now avoid any accusations of hypocrisy in enforcing standards at buildings that we did not require of our own. Government owned buildings should be examples of adequate life safety practices.

As always, if you have any questions, please don't hesitate to call me.

KJM:jls



NORTH METRO MAYORS ASSOCIATION SPECIAL ALERT

TO: City Managers/Administrators
FROM: Joseph D. Strauss
DATE: February 27, 1991

State Senator Keith Langseth's Office called and asked if the NMMA would help coordinate a public hearing for the Senate Transportation Committee. At this meeting you will have an opportunity to testify on the implications the loss of transportation funding (specifically MVET dollars) has on your community and the North Metro area. Contact Paula Hanson, Legislative Assistant, at 296-3205 if you would like to testify.

Agriculture, Transportation and Regulation Division of Finance

Committee Meeting Notice

Tuesday, March 5, 1991
7:30 p.m. - 9:30 p.m.
Blaine City Hall - Community Room
9150 Central Avenue N.E.
Blaine, MN 55434

Committee members: Senators Keith Langseth (Chair), Gary DeCramer, Tracy Beckman, Chuck Davis, Earl Renneke, Jim Metzen and Lyle Mehrkens

Please make this information available to your mayor, city council and business organizations in your area. Note, our office will notify local Chambers of Commerce.

Joan
9
Please give
Council copy
JD



NORTH METRO MAYORS ASSOCIATION EMERGENCY ACTION REQUESTED

MEMORANDUM

To: North Metro Mayors Association Board Members -
Mayors and City Managers/Administrator

From: Joseph D. Strauss
Sarah M. Nelson

Date: February 19, 1991

Subject: Toll Road Issue (2 pages)

Reliable sources have reported that Minnesota Toll Road Authority Inc. is aggressively moving forward with a strategy to secure legislation that would allow tolling TH 610/ TH 10 Crosstown. What has been reported greatly disturbs me.

- They have hired a very capable lobbyist and are using inside lobbying staff capabilities.
- They have been talking to both key legislators and members of Congress.
- They have been in contact with key transportation staff personnel.
- They are in the process of implementing a legislative strategy; that is, they intend to include toll road legislation in the Transportation Study Board's "Omnibus Transportation Bill" this session. Hidden away in non-controversial language.

They are publicly saying one thing, and privately they are moving ahead aggressively to secure legislation and elicit support that will give them the vehicle to accomplish making TH 610/TH 10 a toll road.

**WE MUST TAKE ACTION NOW!**

- **Pass resolutions in opposition to having TH 610/TH 10 built as a toll road. Send these resolutions to your legislators, Congressmen, newspaper editors, etc.**
- **Call your local legislator and inform them of your opposition to this attempt to enact toll road legislation for TH 610/TH 10.**
- **Call our Congressional delegation and inform them of your opposition to tolling TH 610/ TH 10 Crosstown.**
- **Contact the Governor and the Commissioner of Transportation and voice your opposition to tolling TH 610/ TH 10 Crosstown.**
- **Send letters to the editor, both your local newspapers as well as the Star/Tribune and St. Paul Pioneer Press.**

Use the language of our Board Resolution as you determine to be most effective.

The North Metro Mayors Association has played fair on this issue. We have carefully stated that we do support alternative funding for future transportation projects. We recognize that the State of Minnesota does not have the funding resources necessary to address all the transportation infrastructure needs of the State. We do not, however, favor turning TH 610/TH 10 into a toll road in order to get it built now. Our communities feel that it's our turn for this transportation project.



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**WE MUST TAKE ACTION NOW!**

- **Pass resolutions in opposition to having TH 610/TH 10 built as a toll road. Send these resolutions to your legislators, Congressmen, newspaper editors, etc.**
- **Call your local legislator and inform them of your opposition to this attempt to enact toll road legislation for TH 610/TH 10.**
- **Call our Congressional delegation and inform them of your opposition to tolling TH 610/ TH 10 Crosstown.**
- **Contact the Governor and the Commissioner of Transportation and voice your opposition to tolling TH 610/ TH 10 Crosstown.**
- **Send letters to the editor, both your local newspapers as well as the Star/Tribune and St. Paul Pioneer Press.**

Use the language of our Board Resolution as you determine to be most effective.

The North Metro Mayors Association has played fair on this issue. We have carefully stated that we do support alternative funding for future transportation projects. We recognize that the State of Minnesota does not have the funding resources necessary to address all the transportation infrastructure needs of the State. We do not, however, favor turning TH 610/TH 10 into a toll road in order to get it built now. Our communities feel that it's our turn for this transportation project.



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

★ Action Alert ★

February 25, 1991

TO: Mayors, Councilmembers, Managers/Clerks

FROM: Donald A. Slater, Executive Director

Cities are bearing the brunt of Governor Carlson's budget cuts! Over the state's 1992-1993 biennium, he proposes to cut \$313 million from state aid to cities. Cuts of this magnitude are unfair; the Governor's proposal addresses the state's budget shortfall by using local property taxes to raise additional revenues.

The League has already notified many cities of the six field hearings being held by the House Tax Committee in Greater Minnesota on Wednesday, February 27 and Friday, March 1. In addition to these hearings, we have now learned that both the House Local Government and Metropolitan Affairs Committee and the Senate Taxes Committee have now also scheduled field hearings.

Many city officials have made the special effort to participate in the hearings conducted by the House Tax Committee. Each of the other committees are also hoping to receive comments from cities on the proposed budget.

We understand the time limits which you all face. However, the opportunity for cities to present their views to legislators at these hearings is invaluable. The League has been told that legislators will view these field hearings as your special chance to communicate your opposition to the proposal to make drastic cuts to state aid. It is vital that your city is represented at this hearing.

THE LEGISLATURE HAS CLEARLY STATED THAT THIS IS THE OPPORTUNITY FOR CITIES TO TELL LEGISLATORS ABOUT THEIR OPPOSITION TO THE GOVERNOR'S CUTS TO STATE AID TO CITIES.

WE URGE YOU TO ATTEND THE HEARING AND TO MAKE IT CLEAR TO THE COMMITTEE THAT THE PROPOSED CUTS ARE UNFAIR AND SHOULD NOT BE APPROVED BY THE LEGISLATURE! LEGISLATORS WANT TO HEAR THE TESTIMONY OF INDIVIDUAL CITIES. THEY WANT TO HEAR YOUR ASSESSMENT OF THE DAMAGE THAT SUCH PROPOSED CUTS WOULD CAUSE. IF THEY DO NOT HEAR FROM CITIES, IT IS LIKELY THAT THEY WILL INTERPRET OUR ABSENCE AS A LACK OF CONCERN AND OPPOSITION.

The following are some of the components of the Governor's proposal:

* December aid payments will be cut by approximately \$21 million. This cut would be in addition to the cuts which will be made to cities' July aid payments. It is expected that these cuts will be made in the same way that the July payments were cut by the earlier budget which was passed by the 1991 Legislature. (See **Cities Bulletin #2**, January 18, 1991 for the calculation of the July aid cut for your city.)

* The proposal would eliminate HACA in 1992 -- \$162 million for cities. Disparity Reduction Aid would also be eliminated -- \$14 million for cities. LGA is proposed to be cut by an additional \$116 million. Although the proposal is not specific, only \$176 million appears to remain in state aid to cities.

* The combination of previous expected aid cuts and these cuts, property taxes statewide are expected to increase by 25 - 30 percent.

* The Governor's proposals have not been presented in bill form, nor are the specifics of his recommendations available in any specific form. The Legislature will play a major role in deciding the size and process of any aid cuts.

* The proposal also includes substantial changes to existing class rates. Combined with the drastic aid cuts, altering the class rate structure will sharply increase property taxes on lower-valued homes.

The attached materials are intended to provide you with additional information on the Governor's proposal. Information is also included in the **Cities Bulletin # 7**. Please contact either Sarah Hackett or John Tomlinson at (612) 227-5600 if you have any questions about your comments to the legislative committees.

We also urge you to contact members of your business community to urge them to also attend the hearing. The committees should also hear from any employee groups in your city and their concern about the affects of the aid cuts. Members of concerned civic organizations (Friends of the Library, hockey-parents associations, senior citizens groups, etc.) should also be urged to respond to this opportunity to reject the proposal of these aid cuts. Cuts in aid to cities WILL affect spending for your citizens and are likely to result in layoffs, limited hours, or unfilled vacancies.

We regret the short notice that we have been given of these hearings. Additional hearings are also being scheduled at this time. All five of the divisions of the Senate Appropriations Committee plan to also schedule meetings around the state. We will notify you as soon as the locations and times are determined.

We hope that the severity of the situation will enable you to make this a priority for your city.

HEARING SCHEDULES

House Local Government and Metropolitan Affairs Committee

| | |
|--------------------|-------------|
| Tuesday, March 5 | 1:00 - 3:00 |
| Moose Lake | City Hall |
| Tuesday, March 5 | 6:30 p.m. |
| Grand Rapids | Sawmill Inn |
| Wednesday, March 6 | 11:00 a.m. |
| Detroit Lakes | City Hall |

Senate Taxes Committee

| | |
|---------------------|-------------------------|
| Wednesday, March 6 | 7:00 p.m. |
| St. Cloud | City Council Chambers |
| Friday, March 8 | 7:00 p.m. |
| La Crescent | La Crescent High School |
| Wednesday, March 13 | 7:00 p.m. |
| Mankato | City Council Chambers |

Environment & Natural Resources Division of House Appropriations

| | |
|--------------------|------------------------------|
| Wednesday, March 6 | 1:00 - 3:00 p.m. |
| Willmar | Municipal Utilities Building |

Human Resources Division of House Appropriations

| | |
|--------------------|---------------------------|
| Wednesday, March 6 | 7:00 - 9:00 p.m. |
| Faribault | Regional Treatment Center |

Economic Development Division of House Appropriations

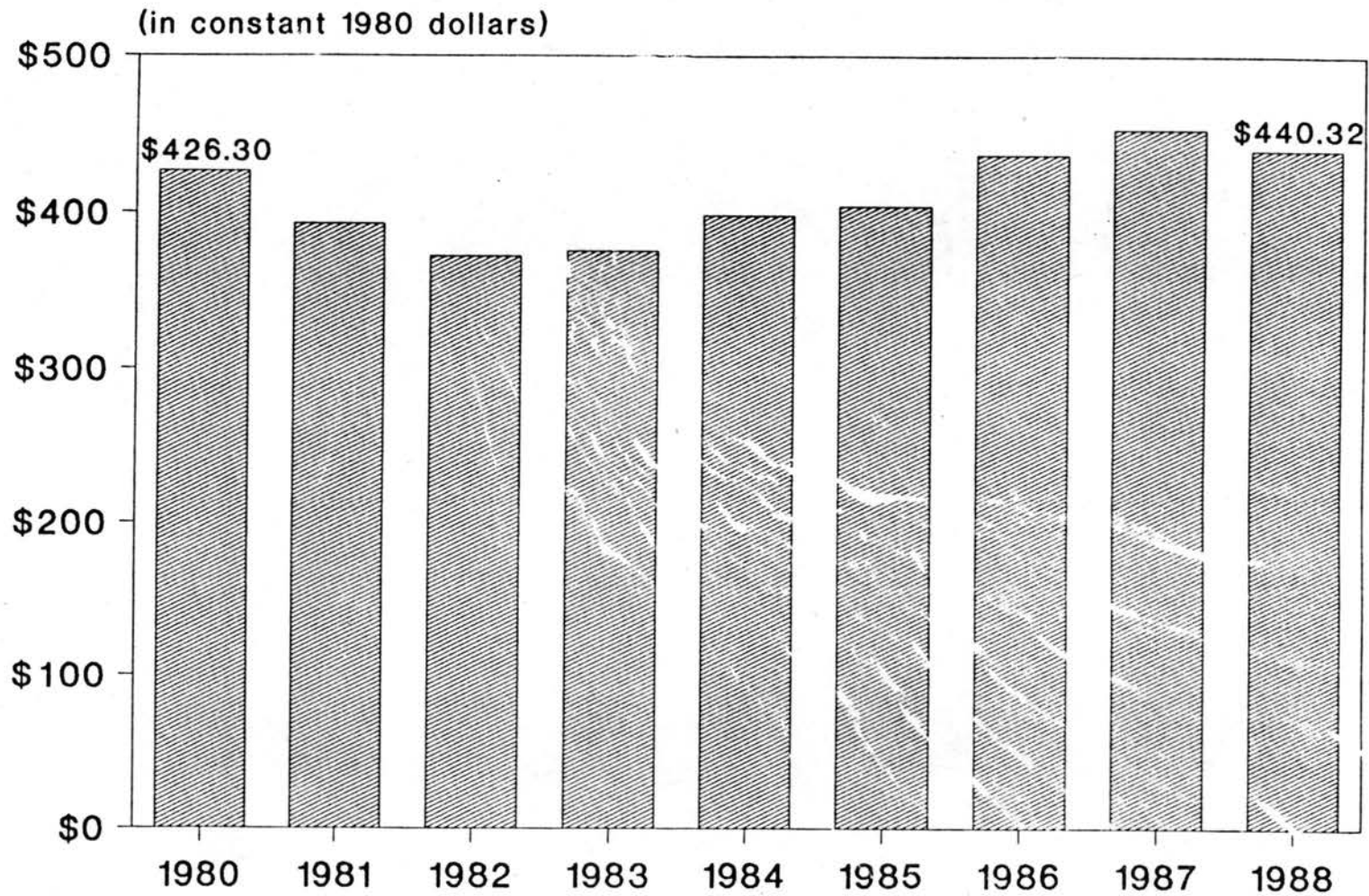
| | |
|-----------------|---------------------------|
| Friday, March 8 | 9:00 - 11:00 a.m. |
| Chaska | (location not determined) |

*** Divisions of the Senate Appropriations Committee will also be holding field hearings. Their schedule has not been finalized.

CITY LGA IS NOT A CAUSE OF STATE BUDGET PROBLEMS

| CALENDAR YEAR | STATE FISCAL YEAR | \$ MILLION CITY LGA | % CHANGE LGA | <u>% CITY LGA</u> STATE G.F. EXP. |
|------------------|-------------------------|------------------------|-----------------|--------------------------------------|
| 1989 | 1990 | 376 | | 5.6% |
| 1990 | 1991 | 337 | - 10% | 4.6% |
| 1991 | 1992 | 318 | - 6% | 4.1% |
| 1992 | 1993 | 292 | - 8% | 3.7% |

PER CAPITA CITY SPENDING



Source: State Auditor's Office



LEAGUE OF MINNESOTA CITIES 11/12/90.

REVENUE OF MINNESOTA CITIES

Per Capita Comparison

Minnesota vs U.S. Average

Report by the Legislative Auditor,
State of Minnesota

"LOCAL GOVERNMENT SPENDING"
March 1990

Per Capita 1986 Revenue of U.S. and Minnesota Cities

| <u>U.S.</u> | <u>Minnesota</u> | <u>MN as % of U.S.</u> |
|-------------|------------------|------------------------|
| \$604.51 | \$523.93 | 88% |

Source: U.S. Census Bureau

STATEWIDE PROPERTY TAX ESTIMATES

| <u>Taxes Payable</u> | <u>Percent Increase</u> |
|----------------------|-------------------------|
| 1991 | + 10% |
| 1992 | + 13% |

The elimination of LGA would increase property taxes by an ADDITIONAL 15%.

STATE TAX GROWTH ESTIMATES

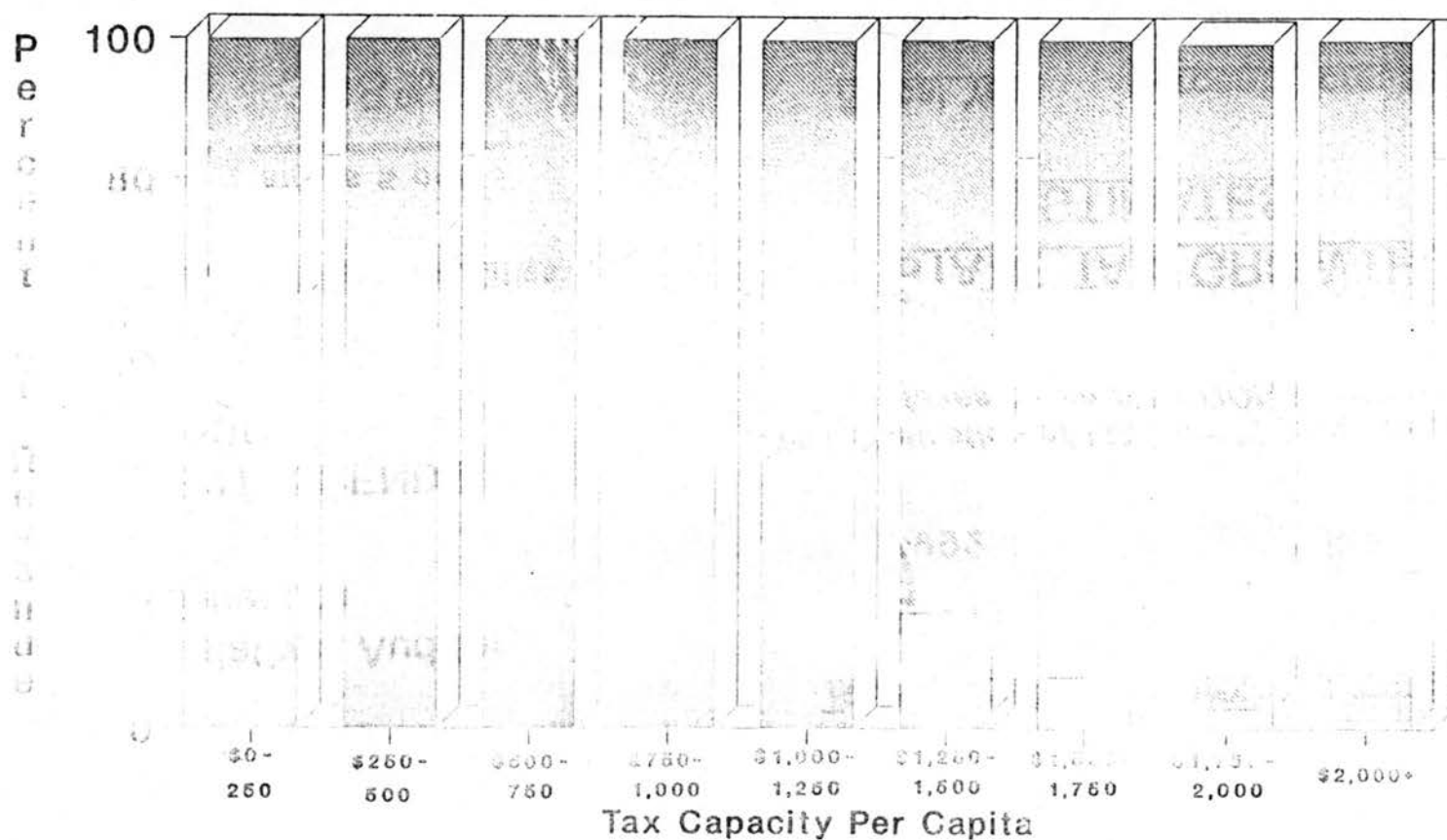
| <u>Fiscal Year</u> | <u>Percent Increase</u> |
|--------------------|-------------------------|
| 1992 | + 2.9% |
| 1993 | + 4.8% |

 League of Minnesota Cities

LGA CRITICAL TO LOW WEALTH CITIES

Components of Cities' Revenue Bases

LGA/EQ
 DRA/Taconite
 HACA
 Net Levy



Local Government Aids-Fundamental Principles

- Property tax relief should be primarily provided to individuals through a property tax relief system.
- The state should provide its economic resources to services that clearly fulfill state priorities.
- Aid should be based on the need for primary services and where the capacity is inadequate to meet the need.
- Aid programs must be policy-based, not driven by expenditure-based formulas.
- Service level and cost must be linked to the decision-making process at the local level.

SOURCE: MINNESOTA DEPARTMENT OF REVENUE
GOVERNOR'S BUDGET PROPOSAL

Summary of 1992-93 Budget Recommendations

| | <i>Budget Recommendations</i> | | |
|---------------------------------|-------------------------------|------------|------------|
| | F.Y. 1992 | F.Y. 1993 | 1992-93 |
| Summary of Fiscal Impact | | | |
| Local Aids | \$ (100)* | \$ (539) | \$ (639) |
| Property Tax Refunds | <u>0</u> | <u>189</u> | <u>189</u> |
| Total | \$ (100) | \$ (350) | \$ (450) |

* The \$50m Chapter 2 cut is carried forward as a reserve restoration.

FY 92-93 Aid to Local governments ■ Summary Recommendations

| Tax Aids and Credits | FY 1992 | FY 1993 | FY 1992-93 |
|--|----------------|----------------|-------------------|
| Current Law | 1,134.8 | 1,079.1 | 2,213.9 |
| Protected Aid | | | |
| School Aid | 168.8 | 171.4 | 340.2 |
| County Aid | 192.4 | 192.4 | 384.8 |
| Total Protected Aid | 361.2 | 363.8 | 725.0 |
| Non-school Aid subject to Reduction | | | |
| LGA | 346.3 | 314.2 | 660.5 |
| Disparity Reduction Aid | 30.2 | 28.8 | 59.0 |
| Border City DRA | 1.5 | 1.5 | 3.0 |
| Attach. Mach. | 2.4 | 2.4 | 4.8 |
| HACA | 390.2 | 365.2 | 755.4 |
| Suppl Hmstd Relief | 0.3 | 0.3 | 0.6 |
| Enterprise Zone | 0.1 | 0.1 | min |
| RTB Levy Reduction | 2.6 | 2.7 | 5.3 |
| Total Aid Subject to Reduction | 773.6 | 715.0 | 1,488.6 |
| Proposed Aid Restructuring | | | |
| CY 1991 Base Cut | (50.0) | (50.0) | (100.0) |
| FY 92-93 Cut | (50.0) | (489.0) | (539.0) |
| Total Aid Restructuring | (100.0) | (539.0) | (639.0) |
| Recommended Nonschool Aid Appropriation | 673.6 | 176.0 | 849.6 |
| Recommended Total Tax Aids and Credits | 1,034.8 | 539.8 | 1,574.6 |

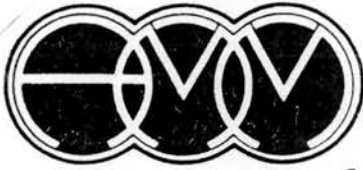
PARK AND RECREATION ADVISORY COMMISSION

Agenda

March 6, 1991

**** Marketing Committee Meeting - 6:15 p.m.****

1. Call meeting to order 7:00 p.m.
2. Approval of minutes
3. Report from Chairperson
4. Review monthly report
5. Review trailway plan/environmental center concept -
Twin Lake area
6. Discuss joint meeting with Brooklyn Center and
Robbinsdale re: implementing plan
7. Review Frolics Committee Meeting - Liz/Bill
8. Discussion of program philosophy regarding activity
programming
9. Review possible programming cutbacks due to state aid
reductions
10. Review capital item reductions in lieu of reduced
state funding
11. Other business
 - Honored Senior Program
 - Adopt-A-Park Program
 - Set committee meetings for April
12. Adjournment



association of
metropolitan
municipalities

BULLETIN

March 1, 1991

TO: Mayors, Managers/Administrators and Legislative Contacts

FROM: Roger Peterson, Director of Legislative Affairs

A. GOVERNORS BUDGET ANALYSIS

1991. The Governor has proposed reducing city/county LGA/HACA by an additional \$50 million to be taken from the December 1991 payments. City share is about \$21 million or an additional two percent plus of base which is equal to the Budget I July LGA/HACA cuts.

This recommendation has a high probability at the legislature since it will be viewed as reducing cash flow or reserve dollars for 1992 rather than services for 1991. There is also a recommendation by the Governor to move to a three time or quarterly property tax payment system which would provide payments to cities earlier thus reducing the amount needed for cash flow.

1992 and Beyond. The Governor has recommended two basic elements in revamping the property tax system. One, a state budget balancer, the other, a major overhaul of the property tax classification system.

The AMM has commissioned a statistical analysis of the overall budget proposal and has some startling preliminary results. But first a brief explanation of the proposals which are not dependent upon each other.

Aid Cuts. The Governor has recommended that all Homestead and Agricultural Credit Aid (HACA) and Disparity Aid be eliminated and that the \$342 million Local Government Aid (LGA) including Tax Base Equalization Aid be reduced to \$176 million. This cut equals \$639 million, although when combined with Budget I (July cuts) and current law reductions from 1991 to 1992, the total cut equals \$753 million. The \$176 million in LGA will be distributed partially as categorical aids to large cities and partially to other cities by some yet to be developed formula. In addition, \$189 million is added to the circuit breaker to provide a safety net for property

tax increases to the poor. It is not clear if this safety net is needed primarily due to aid cuts or the classification system change.

The LGA/HACA cut effect varies dramatically from city to city and from Metro to Outstate. Obviously the impact on a city receiving no LGA or HACA is nil whereas cities having a 75 to 80 percent reliance will have some very significant problems. Again, the impact may be somewhat mitigated depending on what type of distribution formula is used for the \$176 million remaining LGA and the circuit breaker. Initial results for AMM cities based on some assumptions for an LGA distribution and county HACA offset shows a range of increases in city tax from a low of 1.5 percent increase to a high of 120 percent increase. The range of total property tax increase is 1.6 percent to 29 percent. These increases indicate only the impact of LGA/HACA cuts and do not reflect increased spending.

Classification System Change. The proposal includes a return to the mill rate system using market value as taxable value based on the following:

- Farm property taxed at 25% of Market Value
- Homesteads plus rental
(3 units or less) taxed at 50% of Market Value
- Apartments (3 units or more)
plus protected C/I at 75% of Market Value
- Commercial/Industrial at 100% of Market Value.

The system could be equated to the current system as a 1,2,3 and 4 percent tax capacity rate. This proposal has two major impacts; it immediately doubles the tax capacity of all homes under \$68,000, and cuts large C/I property by 20 percent. However, when coupled with LGA/HACA cuts the impact is for greater for many cities. The increase for lower valued homes is up to 133 percent in the metro area and over 260 percent in some greater Minnesota Cities. The general range in the metro area is a 105 to 120 percent increase for lower valued homes, a decrease of 16 to 20 percent for C/I, a decrease of about 12 percent for apartments, and a decrease in homes valued over \$178,000.

Recap of Governor's Proposal.

- December LGA/HACA cut \$21 million as was July LGA/HACA
- HACA eliminated
- Disparity aid eliminated
- LGA cut from \$313 million to \$176 million
 - Distributed based 1/2 on categorical to large cities and half on some new need based formula
- Levy Limits repealed in 1992
- Class rate changes based on Market Value
 - Farm property - 25% of market

- Homes and small rental - 50% of market
- Apartments and protected C/I - 75% of market
- Commercial/Industrial - 100% of market
- \$189 million added to circuit breaker
- Study/Consider;
 - Increased number of property tax payments to make funds available sooner to cities.
 - Fees on tax exempt property
 - New revenue sources

B. ACTION

What is AMM doing? The AMM is continuing to support and lobby the membership adopted policy including preservation of an LGA/HACA program, elimination of levy limits, elimination of the homestead third tier classification, and property tax reform in moderation. AS INDICATED, THE AMM HAS PREPARED AN ANALYSIS OF THE GOVERNOR'S PROPOSAL AND WILL MAKE INDIVIDUAL CITY RESULTS AVAILABLE UPON REQUEST. (partial analysis attached).

We are continuing to inform legislators, news media and others that cities have not caused the states budget problems. City employment has decreased seven percent per capita over the last decade while spending has stayed within inflation. County spending and employment is up nearly 20 percent per capita, school spending is up 22 percent per pupil, and state employment is up 11 percent per capita. City aid has decreased as a percent of state budget to less than 5%. While Minnesota State and Local government spending in total ranks fifth or sixth nationally, Minnesota cities are at or below the national average for most service catagories. Aid to cities, general revenue, spending, and employment in the last two years has either been well below inflation or decreased in actual numbers. CITIES ARE NOT THE PROBLEM. CITIES HAVE BEEN PRUDENT, CITIES SHOULD NOT BE THE CURE. CITY SERVICES ARE PEOPLE SERVICES AND ARE ESSENTIAL. Along with the 'people services' video and the budget analysis, the AMM is currently preparing op-ed releases for local newspapers.

What Should You Do? To whatever degree possible tell your constituents what the impact of the Governor's proposal is in terms of tax increases (more than double up to \$70,000 market value homestead) or service cuts to offset large tax increases. Call your legislators and register your concerns with the Governor's proposal.

Do keep in mind that this is the first salvo in the budget game, but it is a powerful shot which cannot be dismissed out of hand. If implemented, it would cause significant property tax shifting. To develop counter proposals the legislators need to hear from city officials and constituents. Regional hearings have been scheduled

(see below) which may be held in or near your community. If they are try to attend and testify. Do not hesitate to call Vern or Roger at the AMM (227-4008) if you need any further information.

C. WHAT GOT CUT - REMINDER

Recently the AMM requested member cities to let us know what you did or are doing to resolve the 2 percent of base cuts under Budget I to help us in our lobbying effort on Budget II. We are still interested if you haven't already responded.

D. Hearings

House Property Tax Subcommittee
Rep. Edger Olson, Chair, phone 296-4265

Richfield City Hall - 7:00 P.M. to 9:00 P.M.
Wednesday, March 6, 1991

Crystal City Hall - 7:00 P.M. to 9:00 P.M.
Thursday, March 7, 1991

House Appropriation Economic Development Division
Rep. Jim Rice, Chair, phone 296-4262

Chaska 9:00 A.M. - 11:00 A.M. (location unknown - call for schedule)
Friday, March 5, 1991

Senate Finance may also hold hearings, but have not yet set a schedule.

E. DISTRIBUTION NOTE: This bulletin has been mailed individually to member Mayors, Managers/Administrators, and Legislative Contacts.

ESTIMATED IMPACT OF GOVERNOR'S PROPOSAL* UPON PROPERTY TAX BURDENS
Association of Metropolitan Municipalities

02/28/91
Page 1

| | Taxes upon a \$68,000 home | | | | Taxes upon an average value home | | | | | Taxes upon a \$100,000 C/I property | | | | Taxes upon a \$1,000,000 C/I property | | | |
|---------------------|----------------------------|----------------------|---------------|----------------|----------------------------------|-------------|----------------------|---------------|----------------|-------------------------------------|----------------------|---------------|----------------|---------------------------------------|----------------------|---------------|----------------|
| | Current Law | Governor's Proposal* | Dollar Change | Percent Change | Average Value | Current Law | Governor's Proposal* | Dollar Change | Percent Change | Current Law | Governor's Proposal* | Dollar Change | Percent Change | Current Law | Governor's Proposal* | Dollar Change | Percent Change |
| ANOKA | \$651 | \$1,364 | \$713 | 109.6% | \$74,000 | \$766 | \$1,485 | \$719 | 93.9% | \$3,233 | \$3,024 | (\$209) | -6.5% | \$47,848 | \$39,315 | (\$8,533) | -17.8% |
| APPLE VALLEY | \$618 | \$1,335 | \$716 | 115.8% | \$100,100 | \$1,203 | \$1,964 | \$761 | 63.3% | \$3,153 | \$2,986 | (\$167) | -5.3% | \$46,665 | \$38,815 | (\$7,851) | -16.8% |
| ARDEN HILLS | \$680 | \$1,350 | \$670 | 98.4% | \$119,600 | \$1,909 | \$2,374 | \$465 | 24.4% | \$3,349 | \$3,006 | (\$343) | -10.2% | \$49,565 | \$39,082 | (\$10,483) | -21.2% |
| BAYPORT | \$653 | \$1,386 | \$733 | 112.1% | \$80,700 | \$897 | \$1,645 | \$747 | 83.3% | \$3,251 | \$3,060 | (\$191) | -5.9% | \$48,117 | \$39,781 | (\$8,336) | -17.3% |
| BLAINE | \$655 | \$1,360 | \$705 | 107.7% | \$73,000 | \$751 | \$1,460 | \$709 | 94.4% | \$3,266 | \$3,022 | (\$245) | -7.5% | \$48,344 | \$39,284 | (\$9,060) | -18.7% |
| BLOOMINGTON | \$646 | \$1,379 | \$733 | 113.3% | \$98,400 | \$1,224 | \$1,996 | \$771 | 63.0% | \$3,232 | \$3,050 | (\$182) | -5.6% | \$47,834 | \$39,647 | (\$8,187) | -17.1% |
| BROOKLYN CENTER | \$694 | \$1,480 | \$786 | 113.4% | \$71,900 | \$773 | \$1,565 | \$792 | 102.4% | \$3,391 | \$3,208 | (\$183) | -5.4% | \$50,181 | \$41,701 | (\$8,480) | -16.9% |
| BROOKLYN PARK | \$752 | \$1,563 | \$811 | 107.8% | \$79,700 | \$1,011 | \$1,832 | \$821 | 81.2% | \$3,585 | \$3,323 | (\$263) | -7.3% | \$53,061 | \$43,193 | (\$9,868) | -18.6% |
| BURNSVILLE | \$630 | \$1,340 | \$710 | 112.8% | \$94,500 | \$1,121 | \$1,863 | \$742 | 66.2% | \$3,176 | \$2,990 | (\$186) | -5.9% | \$47,010 | \$38,875 | (\$8,134) | -17.3% |
| CHAMPLIN | \$699 | \$1,451 | \$752 | 107.5% | \$79,700 | \$940 | \$1,701 | \$761 | 80.9% | \$3,411 | \$3,161 | (\$251) | -7.3% | \$50,487 | \$41,088 | (\$9,399) | -18.6% |
| CHANNASSEN | \$764 | \$1,567 | \$802 | 104.9% | \$106,400 | \$1,700 | \$2,451 | \$751 | 44.2% | \$3,697 | \$3,436 | (\$261) | -7.1% | \$54,712 | \$44,668 | (\$10,044) | -18.4% |
| CHASKA | \$665 | \$1,316 | \$651 | 97.9% | \$85,400 | \$1,005 | \$1,653 | \$647 | 64.4% | \$3,297 | \$2,954 | (\$342) | -10.4% | \$48,783 | \$38,404 | (\$10,385) | -21.3% |
| CIRCLE PINES | \$632 | \$1,312 | \$680 | 107.7% | \$78,600 | \$829 | \$1,517 | \$688 | 83.0% | \$3,155 | \$2,935 | (\$220) | -7.0% | \$46,692 | \$38,151 | (\$8,540) | -18.3% |
| COLUMBIA HEIGHTS | \$629 | \$1,386 | \$757 | 120.3% | \$71,200 | \$688 | \$1,451 | \$763 | 110.8% | \$3,134 | \$3,059 | (\$74) | -2.4% | \$46,376 | \$39,771 | (\$6,605) | -14.2% |
| COON RAPIDS | \$671 | \$1,373 | \$701 | 104.5% | \$77,500 | \$859 | \$1,564 | \$706 | 82.2% | \$3,318 | \$3,040 | (\$278) | -8.4% | \$49,109 | \$39,525 | (\$9,583) | -19.5% |
| COTTAGE GROVE | \$705 | \$1,481 | \$776 | 110.0% | \$81,000 | \$975 | \$1,764 | \$789 | 81.0% | \$3,429 | \$3,217 | (\$212) | -6.2% | \$50,752 | \$41,826 | (\$8,926) | -17.6% |
| CRYSTAL | \$741 | \$1,568 | \$828 | 111.8% | \$72,300 | \$834 | \$1,668 | \$833 | 99.9% | \$3,559 | \$3,363 | (\$196) | -5.5% | \$52,673 | \$43,717 | (\$8,956) | -17.0% |
| DAYTON | \$703 | \$1,416 | \$713 | 101.4% | \$89,200 | \$1,142 | \$1,858 | \$716 | 62.7% | \$3,424 | \$3,109 | (\$315) | -9.2% | \$50,670 | \$40,414 | (\$10,256) | -20.2% |
| DEEPAVEN | \$689 | \$1,444 | \$755 | 109.5% | \$176,100 | \$3,652 | \$3,740 | \$88 | 2.4% | \$3,376 | \$3,151 | (\$226) | -6.7% | \$49,971 | \$40,962 | (\$9,010) | -18.0% |
| EAGAN | \$591 | \$1,225 | \$633 | 107.2% | \$95,200 | \$1,064 | \$1,715 | \$650 | 61.1% | \$3,052 | \$2,816 | (\$235) | -7.7% | \$45,164 | \$36,614 | (\$8,550) | -18.9% |
| EDEN PRAIRIE | \$687 | \$1,463 | \$776 | 112.8% | \$119,600 | \$1,929 | \$2,573 | \$644 | 33.4% | \$3,376 | \$3,172 | (\$204) | -6.0% | \$49,960 | \$41,236 | (\$8,724) | -17.5% |
| EDINA | \$618 | \$1,290 | \$672 | 108.7% | \$144,400 | \$2,411 | \$2,740 | \$329 | 13.6% | \$3,122 | \$2,906 | (\$216) | -6.9% | \$46,207 | \$37,780 | (\$8,428) | -18.2% |
| FALCON HEIGHTS | \$733 | \$1,526 | \$793 | 108.1% | \$102,200 | \$1,494 | \$2,293 | \$799 | 53.5% | \$3,528 | \$3,282 | (\$246) | -7.0% | \$52,211 | \$42,667 | (\$9,545) | -18.3% |
| FRIDLEY | \$621 | \$1,286 | \$666 | 107.2% | \$80,700 | \$852 | \$1,526 | \$674 | 79.1% | \$3,127 | \$2,898 | (\$229) | -7.3% | \$46,279 | \$37,669 | (\$8,611) | -18.6% |
| GOLDEN VALLEY | \$702 | \$1,494 | \$792 | 112.9% | \$104,700 | \$1,507 | \$2,300 | \$792 | 52.6% | \$3,415 | \$3,244 | (\$171) | -5.0% | \$50,542 | \$42,166 | (\$8,377) | -16.6% |
| HASTINGS | \$593 | \$1,384 | \$791 | 133.5% | \$74,600 | \$708 | \$1,518 | \$811 | 114.5% | \$2,991 | \$3,056 | \$65 | 2.2% | \$44,267 | \$39,730 | (\$4,537) | -10.2% |
| HOPKINS | \$652 | \$1,482 | \$830 | 127.2% | \$87,000 | \$1,017 | \$1,897 | \$880 | 86.5% | \$3,233 | \$3,223 | (\$10) | -0.3% | \$47,845 | \$41,897 | (\$5,949) | -12.4% |
| INVER GROVE HEIGHTS | \$659 | \$1,384 | \$725 | 110.0% | \$87,200 | \$1,031 | \$1,775 | \$743 | 72.1% | \$3,277 | \$3,058 | (\$219) | -6.7% | \$48,498 | \$39,749 | (\$8,749) | -18.0% |
| MAHOMETI | \$693 | \$1,411 | \$719 | 103.8% | \$100,000 | \$1,344 | \$2,076 | \$731 | 54.4% | \$3,385 | \$3,101 | (\$283) | -8.4% | \$50,095 | \$40,318 | (\$9,777) | -19.5% |
| MAPLE GROVE | \$760 | \$1,542 | \$782 | 102.9% | \$89,600 | \$1,243 | \$2,032 | \$789 | 63.5% | \$3,625 | \$3,311 | (\$313) | -8.6% | \$53,644 | \$43,048 | (\$10,597) | -19.8% |
| MAPLEWOOD | \$710 | \$1,479 | \$768 | 108.1% | \$83,300 | \$1,030 | \$1,811 | \$781 | 75.8% | \$3,449 | \$3,209 | (\$239) | -6.9% | \$51,039 | \$41,720 | (\$9,318) | -18.3% |
| MENDOTA HEIGHTS | \$594 | \$1,235 | \$641 | 107.8% | \$139,700 | \$2,195 | \$2,538 | \$343 | 15.6% | \$3,065 | \$2,834 | (\$231) | -7.5% | \$45,366 | \$36,846 | (\$8,520) | -18.8% |
| MINNEAPOLIS | \$691 | \$1,678 | \$987 | 142.7% | \$74,400 | \$821 | \$1,836 | \$1,015 | 123.5% | \$3,377 | \$3,555 | \$179 | 5.3% | \$49,976 | \$46,220 | (\$3,756) | -7.5% |
| MINNETONKA | \$653 | \$1,380 | \$727 | 111.3% | \$117,600 | \$1,775 | \$2,386 | \$611 | 34.4% | \$3,260 | \$3,052 | (\$208) | -6.4% | \$48,245 | \$39,671 | (\$8,574) | -17.8% |
| MOUND | \$646 | \$1,396 | \$750 | 116.0% | \$87,800 | \$1,022 | \$1,802 | \$780 | 76.3% | \$3,215 | \$3,076 | (\$139) | -4.3% | \$47,588 | \$39,988 | (\$7,600) | -16.0% |

* In order to estimate the impact of the Governor's proposal upon property tax burdens, it is necessary to make several assumptions, especially in regard to the distribution of state aid. These estimates may be revised as more details of the Governor's proposal become available.

ESTIMATED IMPACT OF GOVERNOR'S PROPOSAL* UPON PROPERTY TAX BURDENS
Association of Metropolitan Municipalities

02/28/91
Page 2

| | Taxes upon a \$68,000 home | | | | Taxes upon an average value home | | | | | Taxes upon a \$100,000 C/I property | | | | Taxes upon a \$1,000,000 C/I property | | | |
|------------------|----------------------------|----------------------|---------------|----------------|----------------------------------|-------------|----------------------|---------------|----------------|-------------------------------------|----------------------|---------------|----------------|---------------------------------------|----------------------|---------------|----------------|
| | Current Law | Governor's Proposal* | Dollar Change | Percent Change | Average Value | Current Law | Governor's Proposal* | Dollar Change | Percent Change | Current Law | Governor's Proposal* | Dollar Change | Percent Change | Current Law | Governor's Proposal* | Dollar Change | Percent Change |
| ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== |
| HOUNDS VIEW | \$712 | \$1,492 | \$780 | 109.5% | \$82,600 | \$1,018 | \$1,812 | \$794 | 78.1% | \$3,454 | \$3,240 | (\$214) | -6.2% | \$51,119 | \$42,121 | (\$8,998) | -17.6% |
| NEW BRIGHTON | \$685 | \$1,417 | \$732 | 106.8% | \$99,500 | \$1,320 | \$2,073 | \$753 | 57.1% | \$3,364 | \$3,107 | (\$257) | -7.6% | \$49,782 | \$40,391 | (\$9,391) | -18.9% |
| NEW HOPE | \$723 | \$1,534 | \$811 | 112.3% | \$84,000 | \$1,063 | \$1,895 | \$832 | 78.3% | \$3,490 | \$3,285 | (\$205) | -5.9% | \$51,656 | \$42,710 | (\$8,946) | -17.3% |
| NEWPORT | \$692 | \$1,499 | \$807 | 116.5% | \$74,300 | \$821 | \$1,638 | \$817 | 99.6% | \$3,385 | \$3,242 | (\$143) | -4.2% | \$50,097 | \$42,145 | (\$7,952) | -15.9% |
| NORTH ST PAUL | \$663 | \$1,379 | \$716 | 108.0% | \$77,100 | \$841 | \$1,564 | \$724 | 86.1% | \$3,271 | \$3,049 | (\$222) | -6.8% | \$48,407 | \$39,631 | (\$8,775) | -18.1% |
| ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== |
| OAKDALE | \$673 | \$1,415 | \$742 | 110.3% | \$76,700 | \$845 | \$1,596 | \$751 | 88.8% | \$3,319 | \$3,106 | (\$213) | -6.4% | \$49,127 | \$40,384 | (\$8,744) | -17.8% |
| ORONO | \$635 | \$1,343 | \$707 | 111.3% | \$186,700 | \$3,664 | \$3,686 | \$22 | 0.6% | \$3,172 | \$2,987 | (\$185) | -5.8% | \$46,939 | \$38,830 | (\$8,110) | -17.3% |
| OSSEO | \$722 | \$1,512 | \$791 | 109.5% | \$73,200 | \$832 | \$1,628 | \$796 | 95.6% | \$3,489 | \$3,263 | (\$226) | -6.5% | \$51,637 | \$42,418 | (\$9,220) | -17.9% |
| PLYMOUTH | \$688 | \$1,429 | \$741 | 107.7% | \$115,000 | \$1,791 | \$2,417 | \$626 | 34.9% | \$3,377 | \$3,124 | (\$253) | -7.5% | \$49,975 | \$40,613 | (\$9,362) | -18.7% |
| PRIOR LAKE | \$794 | \$1,595 | \$801 | 101.0% | \$92,400 | \$1,363 | \$2,167 | \$804 | 59.0% | \$3,722 | \$3,373 | (\$349) | -9.4% | \$55,089 | \$43,854 | (\$11,235) | -20.4% |
| ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== |
| RAMSEY | \$640 | \$1,284 | \$644 | 100.6% | \$77,900 | \$827 | \$1,471 | \$644 | 77.9% | \$3,222 | \$2,912 | (\$311) | -9.6% | \$47,693 | \$37,850 | (\$9,843) | -20.6% |
| RICHFIELD | \$700 | \$1,533 | \$833 | 118.9% | \$77,000 | \$886 | \$1,736 | \$850 | 96.0% | \$3,407 | \$3,332 | (\$75) | -2.2% | \$50,420 | \$43,319 | (\$7,102) | -14.1% |
| ROBBINSDALE | \$762 | \$1,706 | \$944 | 123.9% | \$71,700 | \$845 | \$1,798 | \$954 | 112.9% | \$3,648 | \$3,625 | (\$23) | -0.6% | \$53,991 | \$47,122 | (\$6,869) | -12.7% |
| ROSEMOUNT | \$622 | \$1,379 | \$757 | 121.6% | \$82,900 | \$895 | \$1,681 | \$786 | 87.8% | \$3,098 | \$3,046 | (\$51) | -1.6% | \$45,844 | \$39,604 | (\$6,240) | -13.6% |
| ROSEVILLE | \$730 | \$1,494 | \$763 | 104.5% | \$94,600 | \$1,302 | \$2,078 | \$776 | 59.6% | \$3,517 | \$3,228 | (\$289) | -8.2% | \$52,055 | \$41,968 | (\$10,088) | -19.4% |
| ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== |
| SAINT ANTHONY | \$581 | \$1,242 | \$661 | 113.8% | \$91,100 | \$975 | \$1,663 | \$688 | 70.5% | \$2,987 | \$2,827 | (\$161) | -5.4% | \$44,214 | \$36,748 | (\$7,466) | -16.9% |
| SAINT FRANCIS | \$671 | \$1,343 | \$673 | 100.3% | \$62,800 | \$619 | \$1,241 | \$621 | 100.3% | \$3,284 | \$2,979 | (\$305) | -9.3% | \$48,602 | \$38,727 | (\$9,874) | -20.3% |
| SAINT LOUIS PARK | \$697 | \$1,510 | \$814 | 116.8% | \$81,500 | \$973 | \$1,810 | \$837 | 86.0% | \$3,399 | \$3,264 | (\$135) | -4.0% | \$50,309 | \$42,432 | (\$7,877) | -15.7% |
| SAINT PAUL | \$742 | \$1,765 | \$1,023 | 137.8% | \$70,600 | \$799 | \$1,832 | \$1,033 | 129.4% | \$3,573 | \$3,738 | \$165 | 4.6% | \$52,879 | \$48,592 | (\$4,287) | -8.1% |
| SAINT PAUL PARK | \$694 | \$1,519 | \$825 | 118.9% | \$66,700 | \$681 | \$1,490 | \$809 | 118.9% | \$3,395 | \$3,258 | (\$136) | -4.0% | \$50,240 | \$42,360 | (\$7,880) | -15.7% |
| ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== |
| SAVAGE | \$778 | \$1,572 | \$794 | 102.1% | \$80,500 | \$1,064 | \$1,860 | \$797 | 74.9% | \$3,695 | \$3,368 | (\$326) | -8.8% | \$54,683 | \$43,789 | (\$10,894) | -19.9% |
| SHAKOPEE | \$696 | \$1,425 | \$730 | 104.9% | \$76,200 | \$863 | \$1,597 | \$734 | 85.0% | \$3,387 | \$3,133 | (\$255) | -7.5% | \$50,130 | \$40,723 | (\$9,407) | -18.8% |
| SHOREVIEW | \$716 | \$1,433 | \$717 | 100.1% | \$102,500 | \$1,469 | \$2,160 | \$691 | 47.0% | \$3,467 | \$3,130 | (\$337) | -9.7% | \$51,316 | \$40,696 | (\$10,620) | -20.7% |
| SHOREWOOD | \$726 | \$1,534 | \$808 | 111.3% | \$149,800 | \$3,004 | \$3,379 | \$375 | 12.5% | \$3,501 | \$3,287 | (\$214) | -6.1% | \$51,810 | \$42,725 | (\$9,084) | -17.5% |
| SOUTH ST PAUL | \$679 | \$1,564 | \$884 | 130.1% | \$66,600 | \$666 | \$1,531 | \$866 | 130.1% | \$3,298 | \$3,449 | \$152 | 4.6% | \$48,803 | \$44,837 | (\$3,966) | -8.1% |
| ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== |
| SPRING LAKE PARK | \$616 | \$1,258 | \$641 | 104.1% | \$75,400 | \$750 | \$1,394 | \$644 | 85.8% | \$3,101 | \$2,844 | (\$256) | -8.3% | \$45,892 | \$36,977 | (\$8,915) | -19.4% |
| SPRING PARK | \$675 | \$1,514 | \$838 | 124.1% | \$95,000 | \$1,212 | \$2,115 | \$903 | 74.5% | \$3,327 | \$3,261 | (\$66) | -2.0% | \$49,245 | \$42,397 | (\$6,847) | -13.9% |
| STILLWATER | \$664 | \$1,463 | \$799 | 120.2% | \$85,800 | \$1,012 | \$1,846 | \$834 | 82.4% | \$3,290 | \$3,181 | (\$109) | -3.3% | \$48,686 | \$41,351 | (\$7,335) | -15.1% |
| WAYZATA | \$695 | \$1,493 | \$798 | 114.9% | \$188,200 | \$4,052 | \$4,133 | \$81 | 2.0% | \$3,390 | \$3,243 | (\$147) | -4.3% | \$50,166 | \$42,158 | (\$8,008) | -16.0% |
| WEST ST PAUL | \$613 | \$1,352 | \$739 | 120.5% | \$80,400 | \$837 | \$1,598 | \$762 | 91.1% | \$3,114 | \$3,007 | (\$107) | -3.4% | \$46,091 | \$39,095 | (\$6,996) | -15.2% |
| ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== | ===== |
| WOODBURY | \$687 | \$1,412 | \$725 | 105.6% | \$101,300 | \$1,373 | \$2,103 | \$731 | 53.2% | \$3,372 | \$3,099 | (\$273) | -8.1% | \$49,907 | \$40,283 | (\$9,624) | -19.3% |
| WOODLAND | \$640 | \$1,354 | \$713 | 111.4% | \$342,700 | \$8,099 | \$6,822 | (\$1,277) | -15.8% | \$3,158 | \$2,998 | (\$160) | -5.1% | \$46,745 | \$38,975 | (\$7,771) | -16.6% |

* In order to estimate the impact of the Governor's proposal upon property tax burdens, it is necessary to make several assumptions, especially in regard to the distribution of state aid. These estimates may be revised as more details of the Governor's proposal become available.

DATE: March 4, 1991
TO: Jerry Dular, City Manager
FROM: Ken Bjorn, City Assessor
SUBJECT: Crystal Tax Extension Rate 1991

We have our new tax extension rate for 1991. Tax statements will be mailed by the County in March, but taxes are available now via phone (348-3011).

| | <u>1991</u> | <u>1990</u> |
|-------------|----------------|-------------------------|
| City | 20.288 | 19.757 + 2.6976 |
| County | 30.114 | 27.916 + 7.8790 |
| School #281 | 55.540 | 54.516 + 1.8890 |
| Vo Tech | 1.046 | 1.103 - 5.17 |
| Misc. | 7.365 | 5.631 + 30.8090 |
| | <u>114.353</u> | <u>108.923</u> + 4.9990 |

up 5%

KCB:jrs

cc: Miles Johnson

Letters

from readers

Most cities for each of the past two years have already been limited to an actual spending increase of only 1 percent to 2 percent while counties, schools and state government have had significantly greater spending increases.

Cities have decreased employment per capita by 7 percent in the last decade but state employment per capita has increased 1-1 percent. From 1987 to 1989 cities' employment declined 627 full-time equivalent employees while the state increased 1,494 full-time equivalent employees. Because of city budget constraints, this trend will continue into the '90s.

Over the last decade city per capita spending has increased only at the rate of inflation whereas counties, schools and the state spending increased significantly beyond the rate of inflation.

Although Minnesota state and local spending ranks fifth or sixth highest in the nation, Minnesota cities' revenue and thus spending is below the national average, based on recent reports published by the legislative auditor.

If, as the editorial suggests, cities imitated state government in spending habits, property taxpayers would have even more to scream about.

Carlson should be given credit for providing a budget with the least amount of spending increases for the past several years. But the consequences of the proposed budget leave citizens of metropolitan cities with a city revenue shortfall of approximately 30 percent and Greater Minnesota citizens with a 50 percent shortfall.

Cuts of this magnitude will cause service cuts or property tax increases.

The real question is not about percentages or dollars but rather which city services should be reduced: fire, police, or public works? — Larry Bakken, mayor of Golden Valley and president of the Association of Metropolitan Municipalities.

Cities taking a hit

The Feb. 21 editorial entitled, "Under the knife at the State Capitol," once again showed your newspaper's lack of understanding.

The entire \$753 million — or 12.2 percent of state aid cut — was taken from cities and counties, none from schools. This amounts to nearly 70 percent of all aid to cities — or close to 30 percent of all city spending in the metro area and 50 percent or more in Greater Minnesota.

The editorial implies that cities are high spenders and suggests that they follow Gov. Arne Carlson's lead. What it did not mention was that even though 5 percent of the total state budget was eliminated through the aid cut to city taxpayers the overall state budget is not cut but instead increases by about 2 percent per year for the biennium. Considering the city/county aid cut, the rest of state government spending actually increases about 4 percent plus per year.