



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

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# COUNCIL AGENDA

April 2, 1991

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

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

## Councilmembers

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

## Staff

P Dulgar  
P Norris  
P Kennedy  
P Monk  
P Barber  
P George  
P Brandeen  
P Jones

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

The Mayor read a proclamation in support of the Annual Sale of Buddy Poppies by the Veterans of Foreign Wars of the United States to be conducted May 17 and 18, 1991.

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

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

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

Motion Carried.

## CONSENT AGENDA

1. Consideration of a solicitor's permit for Greenpeace Action to solicit in Crystal from April 3, 1991 thru April 30, 1991.
2. Consideration of a solicitor's permit for Saba Flowers to solicit in Crystal for Mother's Day (May 10, 11, 12, and 13) and Memorial Day (May 25, 26, and 27) weekends.
3. Set 8:00 p.m., May 7, 1991, as the date and time for a public hearing for the 1991 Sealcoat Program.

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

Motion Carried.

*Staff advise Greenpeace to tell people donating that contributions are not tax deductible. - follow up with letter*

## PUBLIC HEARINGS

1. It being 7:00 p.m., or as soon thereafter as the matter may be heard, Mayor Herbes declared this was the date and time as advertised to consider the distribution of Year XVII Community Development Block Grant Funds. Those appearing and heard were:

The Mayor closed the Public Hearing.

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

## RESOLUTION NO. 91-24

RESOLUTION APPROVING PROPOSED PROGRAM FOR YEAR  
XVII URBAN HENNEPIN COUNTY COMMUNITY  
DEVELOPMENT BLOCK GRANT FUNDS  
AND AUTHORIZING ITS SUBMITTAL

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

Motion carried, resolution declared adopted.

## REGULAR AGENDA

1. The City Council considered the application for appointment to the Park & Recreation Advisory Commission from Michelle Howard, 4812 Edgewood Avenue North.

Moved by Councilmember G and seconded by Councilmember I to appoint Michelle Howard, 4812 Edgewood Avenue North, to the Park and Recreation Advisory Commission for an unexpired term expiring December 31, 1993.

Motion Carried.



2. The City Council considered the applications for appointment to the Economic Development Authority Advisory Commission from Cletus Maychrzak, 5309 - 34th Place, and Duane Biddle, 6926 Jersey Circle.

Moved by Councilmember M and seconded by Councilmember G to appoint Duane Biddle, 6926 Jersey Circle to the Economic Development Authority Advisory Commission for an unexpired term expiring December 31, 1991.

Motion Carried.

- Write letter to Cletus thanking him for applying and enquire if his interest in other commissions, that don't meet*
3. The City Council continued from the March 19 meeting the consideration of a variance of a 3' in the required 30' front yard setback to build a 20' x 26' two-car garage addition to the existing structure at 3709 Adair Avenue North. *Terry Johnson, proponent, appeared and was heard.*

Moved by Councilmember I and seconded by Councilmember J to (grant) ~~(deny as recommended by and based on the findings of fact of the Planning Commission)~~ (continue until \_\_\_\_\_ the discussion of) the authorization pursuant to section 515.55 of the Crystal City Code to vary or modify the strict application of Section 515.13, Subd. 2 a) to grant a variance of 3' in the required 30' front yard setback to build a 20' x 26' two-car garage addition to the existing structure at 3709 Adair Avenue North as requested in application #91-6.

Motion Carried.

4. The City Council considered a Source Reduction Plan for the City of Crystal.

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

RESOLUTION NO. 91-25

RESOLUTION ADOPTING A  
SOLID WASTE SOURCE REDUCTION  
PLAN FOR THE CITY OF CRYSTAL

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

Motion carried, resolution declared adopted.

Motion Carried.

5. The City Council considered a resolution converting recycling special revenue account to an enterprise fund.

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

RESOLUTION NO. 91-26

RESOLUTION AUTHORIZING CONVERSION OF  
RECYCLING REVENUE ACCOUNT TO  
AN ENTERPRISE FUND

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

Motion carried, resolution declared adopted.

6. The City Council considered the First Reading of an Ordinance regarding Multi-family Recycling.

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

ORDINANCE NO. 91-

AN ORDINANCE AMENDING CHAPTER 606  
OF THE CRYSTAL CITY CODE; RELATING TO  
RECYCLING SERVICE FOR MULTI-FAMILY DWELLINGS

and further, that the second and final reading be held on  
April 16, 1991.

Motion Carried.

7. The City Council considered furnishing and erecting either a 5' x 10' or 6' x 12' reader board sign at the Community Center property.

A. Moved by Councilmember H and seconded by Councilmember I to (grant) ~~(approve)~~ (deny) (continue until the <sup>allow</sup> discussion of) a variance to the sign ordinance to ~~include~~ a second free standing sign to be located at the Community Center, 4800 Douglas Drive (sign ordinance allows one free standing sign), <sup>sign</sup> *installed to be 5' x 10'.*

Motion Carried.

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

## RESOLUTION NO. 91-27

RESOLUTION APPROVING EXPENDITURE OF  
CHARITABLE GAMBLING FUNDS FOR  
A READER BOARD SIGN AT THE  
CRYSTAL COMMUNITY CENTER

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

Motion carried, resolution declared adopted.

8. The City Council considered the City of Crystal tree removal and tree trimming contract for 1991. *Timothy Hagan of Tim's Tree Service appeared and was heard.*

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

## RESOLUTION NO. 91-

## RESOLUTION AWARDED A BID

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

Motion carried, resolution declared adopted.

Moved by Councilmember M and seconded by Councilmember J to reject the bid received for the City of Crystal tree removal and tree trimming contract for 1991 and authorize the re-bidding of the contract.

Aye: G, I, J, L, M

No: H

Absent: C

Motion Carried.

9. The City Council considered a donation for the support of the Hennepin County Olde Tyme Fair to be held July 25 through 28, 1991 at Corcoran Lions Park.

Moved by Councilmember I and seconded by Councilmember G to (approve) (deny) (continue until \_\_\_\_\_ the discussion of) a donation for the support of the Hennepin County Olde Tyme Fair to be held July 25 through 28, 1991, ~~in the amount of~~ \$\_\_\_\_.

Motion Carried.

10. The City Council considered a resolution in support of Suburban Hennepin Parks Legislation relating to a Suburban Hennepin Regional Park District Board of Directors and formulation and implementation of annual budgets without review or veto of Hennepin County Board.

*No action was taken.*

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

RESOLUTION NO. 91-

RESOLUTION IN SUPPORT OF SUBURBAN  
HENNEPIN PARKS LEGISLATION

By roll call and voting aye: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_; voting no: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_; absent, not voting: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.

Motion carried, resolution declared adopted.

*Recess 8:38 p.m. - Reconvened 8:50 p.m.*

*Open Forum Dept.*

*Due to people in the audience waiting to address the Council, the Mayor moved to the "Open Forum" portion of the Agenda.*

12. 11. The City Council discussed the first reading of the revised Ordinance Relating to Housing, Section 425.

*The City Council, by general consent, set 7 p.m. on April 30, 1991 as the date and time for a Work Session to discuss the revised Ordinance Relating to Housing, Section 425 and directed staff to notify residents via City Newsletter of a public informational meeting on May 21.*

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

ORDINANCE NO. 91-

AN ORDINANCE RELATING TO HOUSING:  
LICENSING RENTAL HOUSING UNITS:  
REQUIRING DISCLOSURE AT TIME OF SALE:  
AMENDING CRYSTAL CITY CODE, SECTION 425

and further, that the second and final reading be held on April 16, 1991.

Motion Carried.

13. 12. The City Council considered a resolution in opposition to double pension cost of living mechanisms (13th Check).

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

RESOLUTION NO. 91-28

RESOLUTION IN OPPOSITION TO DOUBLE PENSION  
COST OF LIVING MECHANISMS (13TH CHECK)

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

Motion carried, resolution declared adopted.

13. The City Council considered a resolution disbursing funds from the Charitable Gambling Contribution Fund to reimburse the Permanent Improvement Revolving Fund, Part B, for the Crystal History Project; and a resolution disbursing funds from the Charitable Gambling Contribution Fund for the Crystal History Project.

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

RESOLUTION NO. 91-29

RESOLUTION DISBURSING FUNDS FROM THE  
CHARITABLE CONTRIBUTIONS FUND TO REIMBURSE  
THE PERMANENT IMPROVEMENT REVOLVING FUND,  
PART B, FOR THE CRYSTAL HISTORY PROJECT

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

Motion carried, resolution declared adopted.

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

RESOLUTION NO. 91-30

RESOLUTION DISBURSING FUNDS FROM THE  
CHARITABLE CONTRIBUTIONS FUND FOR THE  
CRYSTAL HISTORY PROJECT

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

Motion carried, resolution declared adopted.



14. The City Council considered recommendation of reappointment of the present Charter Commission members for a four year term expiring May 15, 1995.

Moved by Councilmember M and seconded by Councilmember I to approve the recommendation of the current Charter Commission Membership for four year terms expiring May 15, 1995, and direct staff to send recommendation to the Hennepin County District Judge.

Motion Carried.

11. 15. The City Council considered a request from VFW Post 494 to use art work of the City of Crystal pin, and a request for permission to have a new City of Crystal flag made. Lynn Miedema of the VFW appeared.

Open Forum (After item #10) I/G to approve use of art work for City pin and to have a new City of Crystal flag made. Motion Carried

The following residents appeared before the Council regarding the proposed removal of stop signs for the purpose of designating Municipal State Aid streets in Crystal.

Sheldon Friedman, 5908 Medicine Lake Rd. (Zone + Med Lake Rd - Safety - park - access)

David Seffren, 5919 " " " (Same area / reason)

Jeff Reidenberg, 2741 Zone Ave. No. (Same area / reason)

Bonnie + Dan Mruz, 4944 Vera Cruz (Between Edwy + Corvallis - Safety children)

Lynn Miedema, 5542 Vera Cruz (same)

Council directed staff to contact State Aid to request stop signs on State Aid designated streets for pedestrian access to parks in the City.

Item 15 next

**~~Informal Discussion and Announcements~~**

16. The City Council considered a letter received from the City of St Paul and a sample resolution regarding use of the State's 6% sales tax to provide property tax relief. No action was taken.

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

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

Meeting adjourned at 10:25 p.m.

APPLICATIONS FOR LICENSE

April 2, 1991

GAS FITTERS LICENSE - \$30.25

Countryside Heating & Cooling, 10880 Co. Rd. #20, Delano, MN 55328

Royalton Heating, 4120 85th Ave. N., Brooklyn Park, MN 55433

PLUMBERS LICENSE - \$30.25

Billodeau Plumbing, 1617 Meadowwood Drive, Brooklyn Park, MN 55444

COURTESY BENCHES - \$20.00 each bench

Ronald C. Danielson for U.S. Bench Corp., one bench at 32nd Ave. & Winnetka

AMUSEMENT DEVICE - \$104.50 ea. mach.

Summit Amusement dba Ciao Bella's, 2732 Douglas Dr. N.

PERMIT FOR WINE AND BEER IN PARK/COMMUNITY CENTER

Philip J. Lato, 5648 Nevada Ave. N. - Wedding Reception, April 20, 1990 from 6 p.m. to Midnight.

TREE TRIMMER'S LICENSE - \$55.00

Ostvig Tree Service, Inc., 1055 E. Wayzata Blvd., #211, Wayzata, MN 55391

Included with Council Agenda for 4-2-91 Council Mtg.:

Proclamation for annual Buddy Poppy Sale.

Minutes of the March 19, 1991 Council meeting.

Memo from Police Chief dated 3-20-91 re: investigation for Greenpeace Action solicitor's permit; permit and pertinent papers.

Memo from City Clerk dated 3-26-91 re: Saba Flowers solicitor's permit; permit and pertinent papers.

Memo from Comm. Dev. Coord. dated 3-28-91 re: Distribution of Year XVII CDBG Funds.

Memo from Comm. Dev. Director dated 3-27-91 re: Distribution of Year XVII CDBG Funds.

Application from Michele Howard for appointment to the Park & Rec. Advisory Commission.

Application from Cletus Maychrzak and Duane Biddle for appointment to the EDA Advisory Commission.

Memo from Bldg. Inspector dated 3-14-91 re: variance, 3709 Adair Ave. N.

Memo from HRG Administrator dated 3-27-91 re: Source Reduction Plans.

Memo from HRG Administrator dated 3-27-91 re: Establishment of Recycling Enterprise Fund.

Memo from HRG Administrator dated 3-27-91 re: ord. requiring provision of recycling collection at multi-family dwellings.

Memo from Bldg. Inspector dated 3-27-91 re: 2nd free standing sign at Crystal Community Center; ord. and resolution re: moratorium on sign variances.

Memo from Park & Rec Director dated 3-26-91 re: Installation of a reader board sign at the Community Center.

Memo from Park & Rec. Director dated 3-27-91 re: tree trimming bids.

Letter from Hennepin County Olde Tyme Fair dated 3-18-91 re: donation to the Fair.

Letter from Senator Gen Olson dated 3-13-91 re: Hennepin Regional Park District legislation; copy of resolution.

Memo from Bldg. Inspector dated 3-27-91 re: Housing Maintenance Code.

Letter from LMC dated 3-15-91 re: resolution for 13th Check; copy of resolution.

Memo from Asst. Finance Director dated 3-28-91 re: resolutions authorizing use of gambling money; copy of resolutions (2).

Memo from City Clerk dated 4-1-91 re: reappointment of Charter Commission members for another term.

Letter from VFW Post 494 dated 3-31-91 re: its use of City logo design and making of a new City flag. Park & Rec. Advisory Commission agenda for 4-3-91. Minutes of the Env. Quality Commission of 2-21-91. Hennepin Recycling Group mtg. minutes of 2-21-91. Memo from HRG Administrator dated 3-26-91 re: 1990 HRG Recycling Totals.

Human Relations Commission meeting minutes of 2-25-91.

NLC Priorities For The Nation's Cities & Towns 1991; America's Cities and Towns A Time For New Priorities.

Memo from Chief of Police dated 3-20-91 re: MGM Liquor License Investigation.

Action Needed Memo from the March 19, 1991 Council Meeting.

Article from LMC Bulletin "Several bills would limit state mandates", "Administration Proposes Truth In Taxation Changes", "Cities Not Cause of High Taxes".

AMM Bulletin dated 3-22-91 re: Annual Mtg., May 30, Nominating Committee, etc.

Letter from Rep. Ann Rest dated 3-26-91 re: school liaison officers.

Letter from City of St. Paul dated 3-26-91 re: fiscal disparities law.

Letter from City of St. Paul dated 3-28-91 and resolution urging Gov. Carlson to keep the State's Promise and Give Property Taxpayers Back Their Money. (3% of sales tax adopted in 1967 to be returned to taxpayers for local property tax relief programs).

*DeLene*

Memorandum

DATE: March 28, 1991  
TO: Mayor and Council  
FROM: Jerry Dulgar, City Manager  
SUBJECT: Preliminary Agenda for the April 2, 1991 Council Meeting

Public Hearing:

Public hearing to consider distribution of Year XVII Community Development Block Grant Funds. We are required by federal and state regulations to annually conduct a hearing. Enclosed please find a recommendation from Anne Norris, Julie Jones, and myself regarding use of funds for the following year. The only noticeable change in this is that we are recommending that Adventure Club be funded out of Community Development Block Grant Funds rather than out of the General Funds as it has been in the past. This will reduce the funds that we will be able to use in the home improvement and scattered site programs, however, we feel that if we don't do this that Adventure Club might have to be dropped from the budget next year.

Regular Agenda:

Item 3: Bill has contacted the individual applying for this variance and asked him to attend the meeting. He has indicated that he will do so.

Item 4: Consideration of Source Reduction Plan for the City of Crystal. Attached please find information from Julie Jones. HRG has considered and acted on this and the cities are being requested to do the same thing. Each city is required by the County to have a plan like this in order to get our subsidy from the County for the recycling program so I would recommend approval.

Item 5: Consideration of a resolution converting recycling special revenue account to an enterprise fund. The recycling operation has really come to the point where it is self-supporting and can be an enterprise fund. I would recommend that we create this fund and make this accounting change for finance at this time. Also, this means that we can drop the general fund allocation for recycling for this year. We'll have that in our recommendation relative to budget cuts and changes.

Item 7: Consideration of furnishing and erecting either a 5' x 10' or 6' x 12' reader board sign at the Community Center property. Financing arranged from gambling funds as recommended by Council. Enclosed please find a memo from Bill Barber relative to the sign needing a variance. I don't know how the Council wants to handle this or react but it seems to me that the



original request and application was made before the moratorium on variances was granted and that the Council could go ahead and grant it. However, you might not want to do that but if you don't we'll be faced with not having a reader board sign up there until much later in the year and/or granting temporary variances all the time for portable signs or tagging the Park & Recreation Department for violating the sign ordinance.

Item 8: Consideration of the City of Crystal tree removal and tree trimming contract for 1991. I would concur with Ed's recommendation that we reject all bids and rebid the contract. There might be some increased costs for various expenses that contractors have but I don't think the bids as received are the best bids we can get. I think we should go for bids again. We have had additional bidders contact us since the bids were accepted indicating that they might have some interest.

Item 9: Consideration of a donation for the support of the Hennepin County Olde Tyme Fair to be held July 25 through 28, 1991 at Corcoran Lions Park. We have not donated for this for the past three years and the fair has still been held and been financially successful as far as I know. With our own financial condition I don't think that we should be funding something like this outside of our community that probably should be self-supporting anyway.

Item 10: Consideration of a resolution in support of Suburban Hennepin Parks Legislation relating to a Suburban Hennepin Regional Park District Board of Directors and formulation and implementation of annual budgets without review or veto of Hennepin County Board. We received this request for support from the Legislator through the mail and I'm sending it to you for your consideration. One thing I would mention is that over the years the configuration, election, and appointments scheme for the Park Board has been redone several times. And I'm not sure that continuing to tamper with it is necessarily the best solution. At the same time I think making the board too independent could be dangerous too. The way park & recreation organizations hold themselves holier than thou, I'm afraid they might have parks in Iowa pretty soon if they weren't under somebody's oversight. They presently have parks in three counties besides Hennepin County. Not that parks are bad but I'm not sure that they are the folks that ought to be making some of the decisions they are making relative to spending money on parks.

Item 11: Discussion of the revised Ordinance Relating to Housing, Section 425. Enclosed please find a memo from Anne Norris along with the proposed Housing Code. I don't know if the Council feels that an additional public hearing besides consideration at your meeting is necessary or not. There have been numerous hearings held by the Planning Commission, EDA Advisory, etc. I'd rather leave that up to your judgement. I think we should proceed with the code, however we are going to do it, in as fast a timeline as we can. It seems like we have been dragging it out for an awful long time now.

Item 12: Consideration of a resolution in opposition to double pension cost of living mechanisms (13th Check). Attached please find a resolution relative to this. I would recommend that we approve this to see if we can't stave off the 13th Check being extended for communities beside Minneapolis. In the long run it will be very costly for the taxpayers of the City of Crystal. And the people on the pension program already have a fully escalating pension that increases the same as the patrolmen's salary increases every year.

Item 13: Consideration of a resolution disbursing funds from the Charitable Gambling Contribution Fund to reimburse the Permanent Improvement Revolving Fund, Part B, for the Crystal History Project; and a resolution disbursing funds from the Charitable Gambling Contribution Fund for the Crystal History Project.  
Action: Recommend approval.

Have a nice weekend. See you next Tuesday.

js



COUNCIL AGENDA - SUMMARY

COUNCIL MEETING OF  
April 2, 1991

Call to order

Roll call

Pledge of Allegiance to the Flag

Proclamation in support of the Annual Sale of Buddy Poppies by the Veterans of Foreign Wars of the U.S. to be conducted May 17 and 18, 1991.

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

**Consent Agenda**

1. Consideration of a solicitor's permit for Greenpeace Action to solicit in Crystal from April 3, 1991 thru April 30, 1991.
2. Consideration of a solicitor's permit for Saba Flowers to solicit in Crystal for Mother's Day and Memorial Day weekends.
3. Set 8:00 p.m., May 7, 1991, as the date and time for a public hearing for the 1991 Sealcoat Program. (after Board of Adjustments & Appeals)

**Public Hearings**

1. Public hearing to consider distribution of Year XVII Community Development Block Grant Funds.

**Regular Agenda Items**

1. Consideration of application for appointment to the Park & Recreation Advisory Commission from Michelle Howard, 4812 Edgewood Avenue North.
2. Consideration of application for appointment to the Economic Development Authority Advisory Commission from Cletus Maychrzak, 5309 - 34th Place, and Duane Biddle, 6926 Jersey Circle.
3. Continuation of consideration of a variance of 3' in the required 30' front yard setback to build a 20' x 26' two-car garage addition to the existing structure at 3709 Adair Avenue North.

*Has classes on  
wednesday evenings  
but wants  
application  
considered.*

4. Consideration of Source Reduction Plan for the City of Crystal.
5. Consideration of a resolution converting recycling special revenue account to an enterprise fund.
6. Consideration of the First Reading of an Ordinance regarding Multi-family Recycling.
7. Consideration of furnishing and erecting either a 5' x 10' or 6' x 12' reader board sign at the Community Center property. Financing arranged from gambling funds as recommended by Council.
8. Consideration of the City of Crystal tree removal and tree trimming contract for 1991.
9. Consideration of a donation for the support of the Hennepin County Olde Tyme Fair to be held July 25 through 28, 1991 at Corcoran Lions Park.
10. Consideration of a resolution in support of Suburban Hennepin Parks Legislation relating to a Suburban Hennepin Regional Park District Board of Directors and formulation and implementation of annual budgets without review or veto of Hennepin County Board.
11. Discussion of the revised Ordinance Relating to Housing, Section 425.
12. Consideration of a resolution in opposition to double pension cost of living mechanisms (13th Check).
13. Consideration of a resolution disbursing funds from the Charitable Gambling Contribution Fund to reimburse the Permanent Improvement Revolving Fund, Part B, for the Crystal History Project; and a resolution disbursing funds from the Charitable Gambling Contribution Fund for the Crystal History Project.

**Open Forum**

**Informal Discussion and Announcements**

**Licenses**

**Adjournment**

APPLICATIONS FOR LICENSE

April 2, 1991

GAS FITTERS LICENSE - \$30.25

Countryside Heating & Cooling, 10880 Co. Rd. #20, Delano, MN 55328

Royalton Heating, 4120 85th Ave. N., Brooklyn Park, MN 55433

PLUMBERS LICENSE - \$30.25

Billodeau Plumbing, 1617 Meadowwood Drive, Brooklyn Park, MN 55444

COURTESY BENCHES - \$20.00 each bench

Ronald C. Danielson for U.S. Bench Corp., one bench at 32nd Ave. & Winnetka

AMUSEMENT DEVICE - \$104.50 ea. mach.

Summit Amusement dba Ciao Bella's, 2732 Douglas Dr. N.

PERMIT FOR WINE AND BEER IN PARK/COMMUNITY CENTER

Philip J. Lato, 5648 Nevada Ave. N. - Wedding Reception, April 20, 1990 from 6 p.m. to Midnight.

TREE TRIMMER'S LICENSE - \$55.00

Ostvig Tree Service, Inc., 1055 E. Wayzata Blvd., #211, Wayata, MN 55391



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

ADMINISTRATIVE OFFICE

### PROCLAMATION

WHEREAS, The annual sale of Buddy Poppies by the Veterans of Foreign Wars of the United States has been officially recognized and endorsed by governmental leaders since 1922; and

WHEREAS, V.F.W. Buddy Poppies are assembled by disabled veterans, and the proceeds of this worthy fund-raising campaign are used exclusively for the benefit of disabled and needy veterans, and the widows and orphans of deceased veterans, and

WHEREAS, The basic purpose of the annual sale of Buddy Poppies by the Veterans of Foreign Wars is eloquently reflected in the desire to "Honor the Dead by Helping the Living"; therefore

I, Betty Herbes, Mayor of the City of Crystal, do hereby urge the citizens of this community to recognize the merits of this cause by contributing generously to its support through the purchase of Buddy Poppies on the day set aside for the distribution of these symbols of appreciation for the sacrifices of our honored dead, May 17 and 18, 1991.

I urge all patriotic citizens to wear a Buddy Poppy as mute evidence of our gratitude to the men of this country who have risked their lives in defense of the freedoms which we continue to enjoy as American citizens.

Adopted by the City Council this 2nd day of April, 1991.

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Mayor

ATTEST:

---

City Clerk



## A PROCLAMATION

WHEREAS: The annual sale of Buddy Poppies by the Veterans of Foreign Wars of the United States has been officially recognized and endorsed by governmental leaders since 1922; and

WHEREAS: V F W Buddy Poppies are assembled by disabled veterans, and the proceeds of this worthy fund-raising campaign are used exclusively for the benefit of disabled and needy veterans, and the widows and orphans of deceased veterans, and

WHEREAS: The basic purpose of the annual sale of Buddy Poppies by the Veterans of Foreign Wars is eloquently reflected in the desire to "Honor the Dead by Helping the Living"; therefore

I, \_\_\_\_\_, Mayor of the city of \_\_\_\_\_ do hereby urge the citizens of this community to recognize the merits of this cause by contributing generously to its support through the purchase of Buddy Poppies on the day set aside for the distribution of these symbols of appreciation for the sacrifices of our honored dead.

I urge all patriotic citizens to wear a Buddy Poppy as mute evidence of our gratitude to the men of this country who have risked thier lives in defense of the freedoms which we continue to enjoy as American citizens.

Signed \_\_\_\_\_  
Mayor

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



Distributors of Electrical and Electronic Products



## To do Today

STEPHEN J. SROKA  
5116 BERNARD AVE. NO.  
CRYSTAL MN 55429

PHONE - 533-2687

FOR THE VFW

CHARLES R. KNAEBLE  
V. F. W. POST 494  
5222 56th. AVE. NO.  
CRYSTAL, MN. 55429

Please Call Me when  
Ready Thanks.

SALE TO BE MAY 17 & 18

512 Sibley Street  
St. Paul, MN 55101-2395  
612/227-9181  
MN Wats 1-800-652-9074  
WI Wats 1-800-367-5179  
FAX 612/227-4874

1011 Washington Ave. So.  
Minneapolis, MN 55415-1295  
612/338-1915  
Wats 1-800-552-1206  
FAX 612/338-6882

2114 Second Ave. S.W.  
Rochester, MN 55902-0895  
507/288-7000  
Wats 1-800-657-4489  
FAX 507/281-3887

115 - 14th Ave. W.  
Virginia, MN 55792-3494  
218/749-2760  
Wats 1-800-662-5702  
FAX 218/741-7311

March 19, 1991

page 742

Pursuant to due call and notice thereof, the Regular meeting of the Crystal City Council was held on March 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: Grimes, Herbes, Irving, Joselyn, Langsdorf, Moravec; absent: Carlson. 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; Joan Schmidt, Deputy Clerk.

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

The Mayor proclaimed the week of April 20 through April 26, 1991 as Chemical Free Week in the City of Crystal.

The City Council considered the minutes of the Regular City Council meeting of March 5, 1991.

Moved by Councilmember Langsdorf and seconded by Councilmember Grimes to approve the minutes of the Regular City Council Meeting of March 5, 1991.

Motion Carried.

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

1. Consideration of the Rabies Vaccination Clinic, to be held at the City Garage, 6125 - 41st Avenue North on Saturday, May 18, 1991, from 12:30 p.m. to 3 p.m., with Dr. Randall Herman, New Hope Pet Clinic.
2. Consideration of a Charitable Gambling License exemption for St. Francis Jaycees for a raffle to be held at K of C Hall, 4947 West Broadway on April 19, 1991, with waiver of the 45 day notice to Department of Gaming.
3. Set April 11, 1991, at 7:00 p.m., as the date and time for a Special Council Meeting for a Public Hearing to consider Issuance of General Obligation Tax Increment Refunding bonds, Series 1991A.

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

Motion Carried.

The City Council considered the following Public Hearing:

1. It being 7:00 p.m., or as soon thereafter as the matter may be heard, Mayor Herbes declared this was the date and time as

March 19, 1991

page 743

advertised for a public hearing at which time the City Council will consider improvements to the public alley extending from 43rd Avenue southward to the Crystal City boundary between Welcome and Vera Cruz Avenues. The Mayor asked those present to voice their opinions or to ask questions concerning this matter. Those present and heard were: David Gravgaard, 4262 Welcome Avenue North; Anthony Edmonds, 4265 Vera Cruz Avenue North; Brenda Knudson, 4246 Welcome Avenue North.

The Mayor closed the Public Hearing.

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. 91-21

RESOLUTION AUTHORIZING IMPROVEMENT PROJECT #91-4  
ALLEY SOUTH OF 43RD AVENUE BETWEEN WELCOME AND VERA CURZ AVENUES

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

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

1. The City Council considered the application of Anthony Kamp, 4824 Quail Avenue North, for appointment to the Human Relations Commission.

Moved by Councilmember Moravec and seconded by Councilmember Irving to appoint Anthony Kamp, 4824 Quail Avenue North, to the Human Relations Commission for an unexpired term expiring December 31, 1993.

Motion Carried.

2. Mr. Bob Thistle of Springsted, Incorporated appeared before the City Council regarding refunding bonds.

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

RESOLUTION NO. 91-22

RESOLUTION PROVIDING FOR THE ISSUANCE  
AND SALE OF \$6,310,000 GENERAL OBLIGATION TAX INCREMENT  
REFUNDING BONDS, SERIES 1991A

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



March 19, 1991

page 744

3. The City Council considered a variance application to erect a canopy that encroaches in the required front yard and side street side yard setback at 5359 West Broadway as requested by Superamerica. Bob McClun of Superamerica of Bloomington was present and heard.

Moved by Mayor Herbes and seconded by Councilmember Langsdorf to grant as recommended by and based on the findings of fact of the Planning Commission the authorization pursuant to Section 515.55 of the Crystal City Code to vary or modify the strict application of Section 515.13, Subd. 2 b) and 3 b) 2) to grant a variance of 12' and 14' in the required 22' front yard and side street side yard setback to erect a canopy at Superamerica, 5359 West Broadway, as requested in Application #91-4.

Motion Carried.

4. The City Council considered a variance application to build a deck which will encroach in the required 30' side street side yard setback at 3601 Colorado Avenue North as requested by Mary Russell. Present and heard was Jerry Kelsch, personal friend of Mary Russell and builder of the deck.

Moved by Councilmember Moravec and seconded by Councilmember Irving to table this item and direct staff to work with proponent for consideration of a landing on the site.

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

Moved by Councilmember Joselyn and seconded by Councilmember Moravec to deny as recommended by and based on the findings of fact of the Planning Commission the authorization pursuant to Section 515.55 of the Crystal City Code to vary or modify the strict application of Section 515.13, Subd. 3 a) 3) for a variance of 17' in the required 30' side street side yard setback to build a 5' x 10' deck on the existing house at 3601 Colorado Avenue North as requested in Application #91-5.

Motion Carried.

The Mayor called a recess at 8:08 p.m. and the meeting was reconvened at 8:18 p.m.

5. The City Council considered a variance application to build an addition to the existing garage which will encroach 3' into the required front yard setback of 30' at 3709 Adair Avenue North as requested by Terry Johnson.

Moved by Councilmember Grimes and seconded by Councilmember Irving to continue this item to the next meeting.

Motion Carried.

March 19, 1991

page 745

6. The City Council considered an agreement between the cities of Bloomington and Crystal for provision of Hepatitis B vaccine for City of Crystal "at risk" employees.

Moved by Councilmember Langsdorf and seconded by Councilmember Irving to approve an agreement between the cities of Bloomington and Crystal for provision of Hepatitis B vaccine for City of Crystal "at risk" employees.

Motion Carried.

7. The City Council considered a City of Crystal voluntary leave without pay program for the calendar year 1991.

Moved by Councilmember Moravec and seconded by Councilmember Langsdorf to approve a City of Crystal voluntary leave without pay program for the calendar year 1991.

Motion Carried.

8. The City Council considered a stop sign installation on Xenia Avenue at 48th Avenue intersection.

Moved by Councilmember Joselyn and seconded by Councilmember Irving to approve the installation of two-way stop signs on Xenia Avenue at its intersection with 48th Avenue.

Motion Carried.

9. The City Council considered the construction agreement with Hennepin County for 42nd Avenue overlay in Robbinsdale; covers Crystal utilities.

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

RESOLUTION NO. 91-23

RESOLUTION APPROVING CONSTRUCTION COOPERATIVE AGREEMENT  
(PW24-04-91) FOR OVERLAY ON COUNTY ROAD 9

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

Moved by Councilmember Langsdorf and seconded by Councilmember Joselyn to approve the list of license applications as submitted by the City Clerk to the City Council, with the addition of Allstate Tree Service license, 7510 Jackson St. N.E., and Tim's Tree Service, 5612 Corvallis Ave. 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.

March 19, 1991

page 746

The Mayor called a ten minute recess at 8:40 p.m. and advised the audience and television viewers that at 8:50 p.m. the City Council would go into Executive Session to discuss two lawsuits: City of Crystal vs. Veit & Company, Incorporated and City of Crystal vs. Police Relief Association.

The Executive Session was closed and the Regular Council meeting reconvened at 9:47 p.m.

Moved by Councilmember Irving and seconded by Councilmember Grimes to appeal the decision of the District Court relative to City of Crystal Police Relief Association and the City of Crystal.

Motion Carried.

Moved by Councilmember Joselyn and seconded by Councilmember Irving to adjourn the meeting.

Motion Carried.

Meeting adjourned at 9:50 p.m.

ATTEST:

---

Mayor

---

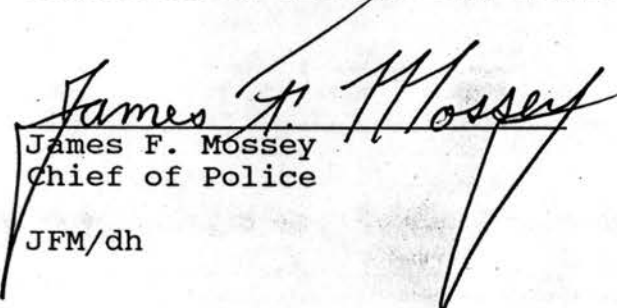
Deputy City Clerk

**CITY OF CRYSTAL  
POLICE DEPARTMENT  
MEMORANDUM**

DATE: March 20, 1991  
TO: Darlene George, City Clerk  
FROM: James F. Mossey, Chief of Police  
SUBJECT: INVESTIGATION OF APPLICATION FOR SOLICITOR'S  
PERMIT BY GREENPEACE ACTION

The Crystal Police Department has conducted an investigation concerning the solicitor's permit of Greenpeace Action. Our investigation revealed no information which would prohibit Greenpeace from receiving a solicitor's permit. A synopsis of our investigation is attached.

I would point out that the Charities Review Board urged the city to remind Greenpeace Action that they should inform potential contributors that contributions made to the organization are not tax deductible.

  
James F. Mossey  
Chief of Police

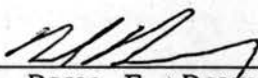
JFM/dh

**CITY OF CRYSTAL  
POLICE DEPARTMENT  
MEMORANDUM**

DATE: March 18, 1991  
TO: Sgt. Varnold  
FROM: Inv. Dave Downing  
SUBJECT: Solicitor's Permit  
Application for Green Peace Action

I have reviewed the packet submitted by Green Peace Action and also spoke with the Attorney General's Office Charities Unit and Minnesota Charities Review Board. Both organizations state that they do not have any complaints on file regarding this organization. The Charities Review Board stated that Green Peace Action is a legislative lobbying organization which is considered a non-profit organization. The Board urged the City to remind Green Peace Action that they need to be clear when they solicit funds, that contributions made to the organization are not tax deductible.

Other than this information, I could find no other information relevant to the acceptance or denial of this permit application.

  
\_\_\_\_\_  
Inv. Dave E. Downing

DED:dsl

Memorandum

DATE: March 12, 1991  
TO: Jim Mossey, Police Chief  
FROM: Joan Schmidt, Deputy Clerk  
SUBJECT: Solicitor's Permit Application  
Greenpeace Action

Attached is an application for a solicitor's permit for Greenpeace Action along with a list of canvassers to be used in the area.

Please complete the necessary investigation and return to me for placement on a Council Agenda for consideration.

If you have any questions, give me a call.

js



CITY OF CRYSTAL  
4141 DOUGLAS DRIVE  
CRYSTAL, MINNESOTA 55422

PERMIT # \_\_\_\_\_  
DATE \_\_\_\_\_

RELIGIOUS AND CHARITABLE ORGANIZATIONS  
PERMIT APPLICATIONS

ORGANIZATION'S NAME GREENPEACE ACTION  
ORGANIZATION'S ADDRESS 2637 NICOLLET AVE S.  
APPLICANT'S NAME William M. Busse PHONE NO. (612) 874-0320  
APPLICANT'S ADDRESS 2386 STEWART AVE, ST. PAUL, MN 55116  
LOCAL ADDRESS \_\_\_\_\_

NAMES AND ADDRESSES OF OFFICERS AND DIRECTORS OF THE ORGANIZATION:

PETER BAHGUTH 1436 "U" STREET N.W. WASHINGTON, D.C. 20009  
CYNTHIA MOORE 1436 "U" STREET N.W. WASHINGTON, D.C. 20009  
IMEIDA SALVADOR 1436 "U" STREET N.W. WASHINGTON, D.C. 20009  
DAVID CHATFIELD FORT MASON CENTER, BUILDING E, SAN FRANCISCO, CA 94123  
KAY TREACLE 1436 "U" STREET N.W. WASHINGTON, D.C. 20009  
MICHAEL MANOLSON 578 BLOOR STREET WEST, TORONTO, ONTARIO, M6G 1K1

SOLICITATION IS TO BE CARRIED ON (Date) April 3, 1991 April 30, 1991  
(From) MARCH 20<sup>th</sup> 1991 (To) MARCH 31<sup>st</sup> 1991

IS ANY COMMISSION, FEE, WAGE OR EMOLUMENT GOING TO BE EXPENDED IN CONNECTION  
WITH SUCH SOLICITATION? Yes

IF THE ANSWER IS YES, WHAT IS THE AMOUNT THEREOF? IN 1989 27.5% OF MONIES RAISED  
WAS SPENT ON FUNDRAISING  
IF PERMIT IS ISSUED, YOUR ORGANIZATION, ASSOCIATION OR CORPORATION SHALL FURNISH  
ALL OF ITS MEMBERS, AGENTS OR REPRESENTATIVES CONDUCTING SOLICITATION CREDENTIALS  
IN WRITING STATING THE NAME OF THE ORGANIZATION, NAME OF AGENT AND PURPOSE OF  
SOLICITATION.

ATTACH A LIST OF NAMES, ADDRESSES, AND PHONE NUMBERS OF SOLICITORS.

SIGN THE FOLLOWING STATEMENT:

I AFFIRM THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT.

APPROVED:

Jon Schmidt  
CITY CLERK

DATE 3/20/91

POLICE DEPT. \_\_\_\_\_

DATE \_\_\_\_\_

William M. Busse  
SIGNATURE OF APPLICANT

William M. Busse  
PRINT NAME OF APPLICANT

DATE 3/11/91

CITY OF CRYSTAL  
4141 DOUGLAS DRIVE  
CRYSTAL, MINNESOTA 55422

PERMIT # \_\_\_\_\_

In order to comply with State and Federal regulations, the City of Crystal is required to ask the information indicated below. This form will be filed separately from your application and will be used only for record keeping purposes.

AUTHORIZATION AND RELEASE

The undersigned, having filed an application with the City of Crystal for a \_\_\_\_\_ license, realizing that the City has need to investigate the background and history of the applicant in order to better evaluate his or her application for the above license, does hereby authorize and request every law enforcement official and every other person, firm, officer, corporation, association, organization or institution having control of any documents, records or other information pertaining to me to furnish the original or copies of any such documents, records and other information to the City or any of its representatives, and to permit said City or any of its representatives to inspect and make copies of any such documents, records and other information. I further authorize any such persons to answer any inquiries, questions or interrogatories concerning the undersigned which may be submitted to them by the City or its authorized representative. I fully understand that the information so obtained by the City may be used by it in its evaluation of my application.

I hereby release and exonerate any person who shall comply with the authorization and request made herein from any and all liability of every nature and kind growing out of and in any way pertaining to the furnishing or inspection of such documents, records and other information.

Dated this 11 day of March, 1991.

PLEASE PRINT:

Bill Busse  
Signature of Applicant

<u>William</u>	<u>m</u>	<u>Busse</u>
First	Middle	Last Name

2386 STEWART AVE  
Address

ST. PAUL MN 55116  
City, State, Zip Code

305 E. MONTANA #107  
Previous Address

ST. PAUL, MN, 55105  
City, State, Zip Code

[REDACTED]  
Date of Birth

GREEN PEACE ACTION  
Name of Organization Associated With



Name/Address	Social Security	Birth Date	Driver's License
EVA L BARR 1920-3RD AVE SOUTH MINNEAPOLIS, MN 55404-0000	[REDACTED]	[REDACTED]	[REDACTED]
DAVID BAYLISS 2312 Lyndale Ave. South Apt. 106 Minneapolis, MN 55405-0000	[REDACTED]	[REDACTED]	[REDACTED]
SHEAN J BJORALT 152 SE ORLIN AVE MINNEAPOLIS, MN 55414-0000	[REDACTED]	[REDACTED]	[REDACTED]
BILL BUSSE 2386 Stewart AV St Paul, MN 55116-3037	[REDACTED]	[REDACTED]	[REDACTED]
WILLIAM C CARY 2549 BRYANT AVE SOUTH APT 2 MINNEAPOLIS, MN 55405-0000	[REDACTED]	[REDACTED]	[REDACTED]
ROSS A CHRISTENSEN 12101 CTY RD 11 APT 303 BURNSVILLE, MN 55337-0000	[REDACTED]	[REDACTED]	[REDACTED]
DAVID DANIELS 2305 GARFIELD AVE SOUTH MINNEAPOLIS, MN 55408-0000	[REDACTED]	[REDACTED]	[REDACTED]
STEPHANIE A DIAL 628 UNIVERSITY AVE SE APT 4 MINNEAPOLIS, MN 55414-0000	[REDACTED]	[REDACTED]	[REDACTED]
JASON G ENGLEHART 1738 IRVING AVE S MINNEAPOLIS, MN 55403-0000	[REDACTED]	[REDACTED]	[REDACTED]

ROBERT FISHUN

MINNEAPOLIS, MN 55456-0000

LISA L FAUSTINO  
2913-17TH AV. SE.  
MINNEAPOLIS,, MN 55414-0000

don GADDES  
1336 MURRAY ST  
ST PAUL, MN 55116-0000

WILLIAM C GALLOWAY  
2401 GIRARD AVE SOUTH  
APT 5  
MINNEAPOLIS, MN 55405-0000

ROB C GRIFFITH  
3420 PLEASANT AVE SOUTH  
MINNEAPOLIS, MN 55408-0000

TRACY A HALL  
2448 GARFIELD AVE S  
MINNEAPOLIS, MN 55405-0000

ERIC HILLER  
2305 GARFIELD AVE S  
MINNEAPOLIS, MN 55408-0000

GARY JOHNSON.  
4033 PARK AVE  
MINNEAPOLIS, MN 55407-0000

DANIEL H JOHNSON..  
2524 CEDAR AVE SOUTH  
MINNEAPOLIS, MN 55404-0000

ANNEMARIE M LEALOS  
1916-3rd Av. S. #6  
Minneapolis, MN 55404-0000

KEITH W LOWMASTER  
1900-1ST AVE SOUTH #36  
MINNEAPOLIS, MN 55403-0000

CHRISTOPHER D LUTTER  
2636-2ND AVE SOUTH  
MINNEAPOLIS, MN 55408-0000

THOMAS R MANLEY  
2725 FREMONT AVE SOUTH  
APT. 2  
MINNEAPOLIS, MN 55408-0000

THERESA NELSON.  
6004 ASHCROFT AVE.  
MINNEAPOLIS, MN 55424-0000

ROSS R OLSEN  
2633 RIDGE LANE  
MOUNDS VIEW, MN 55112-0000

KENNETH C PENTEL  
3035 S IRVING  
MINNEAPOLIS, MN 55408-0000

JOHN T PERKINS  
2216 Harriet Av.  
Minneapolis, MN 55408-0000

MIKE PINKAVA  
3326 CHICAGO AVE SOUTH  
MINNEAPOLIS, MN 55407-0000

MATT J POGATSHNIK  
1793 PRINCETON  
ST PAUL, MN 55105-0000

LISA POMO  
316 STRATTON  
RIVER FALLS, WI 54022-0000

DANIEL J REIS  
18062 JUDICIAL WAY N.  
LAKEVILLE, MN 55044-0000

302-1ST ST *Matthew D. Lundquist*

DELHI, IA 52223-0000

MATTHEW S SCHIPPER  
3425 WINNETKA  
CRYSTAL, MN 55427-0000

THOMAS M SCHULTZ  
2615 STEVENS AVE SOUTH  
MINNEAPOLIS, MN 55408-0000

SHIGEYUKI SOMA  
1926-3RD AVE S  
MINNEAPOLIS, MN 55404-0000

JACQUELINE D STARBIRD  
2216 Harriet Av. S. #101  
Minneapolis, MN 55408-0000

DANIEL J UNZE  
8351 MITCHELL RD  
EDEN PRAIRIE, MN 55347-0000

JEANNE UTZINGER  
2317 GARFIELD AV S  
MINNEAPOLIS, MN 55405-0000

DEBRA L WILDE  
2305 GARFIELD AVE SOUTH  
MINNEAPOLIS, MN 55405-0000

Memorandum

DATE: March 26, 1991  
TO: Jerry Dulgar, City Manager  
FROM: Darlene George, City Clerk *Darlene*  
SUBJECT: Solicitor's Permit - Saba Flowers

A solicitor's permit for Saba Flowers will be on the April 2nd Council Agenda. However, he came in at the last minute and the Police Department did not have time to complete the investigation in time for approval for Easter weekend (March 29, 30, and 31) by the City Council.

Please make the Council aware in your Preliminary Agenda as his application indicates Easter, Mother's Day, and Memorial Day.

A refund of charges for March 29, 30, and 31 will be processed for Mr. Saba next week. If you have any questions or need further information, please contact me.

DG/js

**POLICE DEPARTMENT  
MEMORANDUM**

**DATE:** March 20, 1991  
**TO:** Darlene George, City Clerk  
**FROM:** James Mossey, Police Chief  
**SUBJECT:** Solicitor's Permit for Saba Flowers

The Crystal Police Department has conducted an investigation concerning the Solicitor's Permit application of Saba Flowers. We discovered no information which would prohibit the issuance of the permit.

*James A. Mossey*



**CITY OF CRYSTAL  
POLICE DEPARTMENT  
MEMORANDUM**

DATE: March 20, 1991  
TO: Lt. Rick Gautsch  
FROM: Sgt. Ken Varnold  
SUBJECT: SOLICITOR'S PERMIT FOR SABA FLOWERS

I instructed Det. Bordwell to conduct an investigation for the permits that Saba Flowers has to sell flowers in our city this year over Easter, Mother's Day and Memorial Day weekends. As was usual in previous years, they are requesting to sell at several locations--the first being in the area of Hwy. 100 and 36th Avenue North, another area at 42nd and Adair and another corner at 36th and Douglas in our city. Det. Bordwell checked the backgrounds of the individuals who will be selling the flowers, as well as contacting their store located in Brooklyn Center. He could find no reason to refuse the issuance of a permit to Saba Flowers at this time, and given our experience also in previous years of Saba Flowers, I would concur with his evaluation. We have generally had cooperation with them in the past, and I would expect that that will continue this year.

If you have any other questions about this, please let me know.

KLW/dh

Memorandum

DATE: March 15, 1991  
TO: Jim Mossey, Chief of Police  
FROM: Darlene George, City Clerk *Darlene*  
SUBJECT: Solicitor's Permit for Saba Flowers  
4300 - 68th Avenue North  
Brooklyn Center, MN

Attached is an application for solicitor's license for the above referenced business. I would appreciate the investigation being made as soon as possible so that this item can get on Tuesday's Council Agenda. If this is not possible, please advise.

DG/js

Receipt  
# 55542

# APPLICATION FOR LICENSE

15192

4141 Douglas Drive, Crystal, Minnesota 55422

HONORABLE CITY COUNCIL  
CRYSTAL, MINNESOTA

## COUNCIL MEMBERS:

I Joseph Saba dba  
WE Saba Flowers  
4300 - 68th Ave. N.  
Brooklyn Center, MN 55429

Fee, \$ 5.00/day + Inv. fees  
New Renewal X  
Telephone 565-8400

enclose the sum of <sup>FIVE and 6/100</sup> TWO HUNDRED and no/100 - - - - - DOLLARS  
to the City of Crystal as required by the Ordinances of said City and have complied with all the require-  
ments of said Ordinances necessary for obtaining this License :

NOW, THEREFORE, I

Joseph Saba dba Saba Flowers hereby make application to  
sell flowers per attached locations and dates  
<sup>East</sup> <sup>WATERWAY</sup> <sup>MINNESOTA DAY</sup>  
for the period <sup>MAY 25, 26, 27</sup> MARCH 29, 30, 31, MAY 10, 11, 12, 13, through subject to all  
conditions and provisions of said Ordinance.

City Use Only

*Joseph Paul Saba*  
Signature of Applicant

4141 DOUGLAS DRIVE  
CRYSTAL, MINNESOTA 55422

RECEIPT # \_\_\_\_\_  
DATE: \_\_\_\_\_

PEDDLER, SOLICITOR OR TRANSIENT MERCHANT  
LICENSE APPLICATION

FULL NAME DOUGLAS LYE THOMPSON DATE OF BIRTH 2-18-6  
(First) (Middle) (Last)



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Date: March 15, 1991

City Manager of Crystal  
City of

Dear

I Joseph Saba, request permission to sell flowers on:

ADDRESS: 3666 Douglas Ave.

DATE: March 29, 30, 31, May 10, 11, 12, 13, May 15, 16, 27

TIME: 7:00 AM to 9 PM

Sincerely,

Joseph Saba  
Saba's Flowers  
4300 - 69th Ave. No.  
Brooklyn Center, MN 55429  
Ph: 566-8400

Property Owner:

NAME: Scott Mathiesen

ADDRESS: 3549 Douglas Drive North

Signed By: \_\_\_\_\_



4141 DOUGLAS DRIVE  
CRYSTAL, MINNESOTA 55422

RECEIPT # \_\_\_\_\_  
DATE: \_\_\_\_\_

PEDDLER, SOLICITOR OR TRANSIENT MERCHANT  
LICENSE APPLICATION

FULL NAME ALAN WAYNE THOMPSON DATE OF BIRTH 11-3-64  
(First) (Middle) (Last)



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Date: March 15, 1991

City Manager  
City of CRYSTAL.

Dear

I Joseph Saba, request permission to sell flowers on:

ADDRESS: 42nd Avenue No.

DATE: March 29, 30, 31, May 10, 11, 12, 13, May 25-26-27

TIME: 7:00 AM TO 9 PM

Sincerely,

Joseph Saba  
Saba's Flowers  
4300 - 69th Ave. No.  
Brooklyn Center, MN 55429  
Ph: 566-8400

Property Owner:

NAME: Thad Cam

ADDRESS: 6000 42ND CRYSTAL MINN 55422

Signed By: Thad Cam

CITY OF CRYSTAL  
4141 DOUGLAS DRIVE  
CRYSTAL, MINNESOTA 55422

LICENSE = \_\_\_\_\_  
RECEIPT # \_\_\_\_\_  
DATE: \_\_\_\_\_

PEDDLER, SOLICITOR OR TRANSIENT MERCHANT  
LICENSE APPLICATION

FULL NAME EVIA JANE HOLEYON DATE OF BIRTH 7-12-  
(First) (Middle) (Last)



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Date: March 15, 1991

City Manager

City of Capital

Dear

I Joseph Saba, request permission to sell flowers on:

ADDRESS: Highway 100 & 36th Ave N.

DATE: March 29, 30, 31, May 10, 11, 12, 13, May 25, 26, 27

TIME: 7:00 AM To 9:00 PM

Sincerely,

Joseph Saba  
Saba's Flowers  
4300 - 69th Ave. No.  
Brooklyn Center, MN 55429  
Ph: 566-8400

Property Owner:

NAME: Anthony's Shop Center

ADDRESS: 3516 W. 1st St

Signed By: [Signature]



DATE: March 28, 1991  
TO: Anne Norris, Community Development Director  
FROM: Julie Jones, Community Development Coordinator  
SUBJECT: Distribution of Year XVII CDBG Funds

I am recommending the following distribution of Crystal's \$125,586 of Year XVII Urban Hennepin County CDBG Funds:

Activity	Budget
Senior Transportation	\$10,060
Daycare Assistance	10,000
Home Improvement Deferred Loans	50,000
Scattered Site Acquisition	<u>55,526</u>

SENIOR TRANSPORTATION - the 1991 Budget for the Five-Cities Senior Transportation Program requires that each City contribute \$10,060 to subsidize the program. Crystal contributed \$9,500 in CDBG funds to the Senior Transportation Program last year. Each year the program has increased in ridership as can be seen on the attached report from the Senior Transportation Coordinator, Rita DeBruyn. We have also received several letters from senior citizens who use the program, expressing their interest in the program's continuance. Therefore, I am recommending that the City of Crystal continue it's support of the Five-Cities Transportation Project.

DAYCARE ASSISTANCE - the Greater Minneapolis Daycare Association (GMDCA) is requesting the City of Crystal to continue it's \$10,000 per year commitment of CDBG funds to continue the childcare assistance program. The waiting list for Crystal's program has increased from 19 families to 70 families. Despite the fact that GMDCA will be receiving an increase in federal funding this year, there still appears to be a strong need for Crystal's own program. We have also received reports from residents using this program, expressing their need for it's continuance.

HOME IMPROVEMENT DEFERRED LOANS - Despite progress in reducing the size of the waiting list for Home Improvement Deferred Loans, there are still 15 households currently on the waiting list. Implementation of a point-of-sale housing code will substantially increase the need for this program. The EDA Advisory Commission is currently investigating funding possibilities for an expanded home improvement loan program to assist low- and moderate-income households. Since we continue to find several very low-income people qualified for this program, I am recommending that the City increase it's funding to this program from \$40,000 in Year XVI to \$50,000 this year.

SCATTERED SITE ACQUISITION - The current balance in the Scattered Site Acquisition fund will be exhausted upon payment of costs related to the demolition of the house at 5109 50th Ave. N., payment of closing costs for the homes being sold on Welcome Ave., and purchase of the vacant lot at 4307 Xenia Ave. N. There are currently a few abandoned properties in the City of Crystal, which will likely be suitable for acquisition through the Scattered Site Acquisition program. There are also some rental properties which could possibly meet the unoccupiable definition. Therefore, I recommend continued funding of the Scattered Site Acquisition program so that I may pursue the possibility of acquiring one more property under the definition of removal of slum and blight. I will then pursue the possibilities of obtaining first-time homebuyer mortgage funds for a new home on the property.

The County schedule requires that participating cities hold public hearings to consider the distribution of Year XVII CDBG funds by April 12, 1991. Therefore, I have scheduled the public hearing for the City of Crystal on April 2, 1991. Our request for funding is then due to Hennepin County by April 18, 1991.

kk  
Attachments

NOTICE OF PUBLIC HEARING  
YEAR XVII (1991) URBAN HENNEPIN COUNTY  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Notice is hereby given that the City of Crystal in cooperation with Hennepin County, pursuant to Title I of the Housing and Community Development Act of 1974, as amended, is holding a public hearing on Tuesday, April 2, 1991, at 7:00 p.m. in the Crystal City Hall Council Chambers.

The public hearing is on the housing and community development needs of the City and Urban Hennepin County, the Urban Hennepin County Community Development Block Grant Program Statement of Objectives, and the proposed use of the Year XVII Urban Hennepin County Community Development Block Grant Program planning allocation of \$125,586 by the City.

The Statement of Objectives consists of seven program areas, basically (1) ADMINISTRATION, to maximize program benefit and effectively administer program funds; (2) HOUSING, to rehabilitate and assist in the development of housing which is affordable to low- and moderate-income households; (3) NEIGHBORHOOD REVITALIZATION, to maintain and preserve viable neighborhoods through concentrated community development activities; (4) PUBLIC FACILITIES, to improve existing and assist in the development of new public facilities which benefit low- and moderate-income persons; (5) ECONOMIC DEVELOPMENT, to provide financial assistance to businesses which will provide or retain employment to the benefit of low- and moderate-income persons; (6) PUBLIC SERVICES, to expand and improve the quantity and quality of public services available to low- and moderate-income persons; (7) REMOVAL OF ARCHITECTURAL BARRIERS, to remove material and architectural barriers which restrict the mobility and accessibility of elderly or handicapped persons.

The City of Crystal is proposing to undertake the following activities with Year XVII Urban Hennepin County CDBG funds starting about July 1, 1991.

<u>Activity</u>	<u>Budget</u>
Senior Transportation	\$10,060
Day Care Assistance	10,000
Home Improvement Loans	50,000
Scattered Site Acquisition	55,526

For additional information on the proposed activities, level of funding, program objectives and performance, contact the City of Crystal or the Hennepin County Office of Planning and Development at 348-6418.

The public hearing is being held pursuant of MS 471.59.

STATEMENT OF OBJECTIVES  
YEAR XVII (1991) URBAN HENNEPIN COUNTY CDBG PROGRAM

Community Development Block Grant funds may be used to support a wide range of housing and community development activities. The Statement of Objectives provides a framework for use by Urban Hennepin County participants in developing local community development programs. Urban Hennepin County objectives are supportive of the national CDBG objectives and are intended to illustrate their application to the satisfaction of the short-term and long-term housing and community development needs of Urban Hennepin County.

The national objectives of the CDBG program are: developing viable urban communities by providing decent housing, a suitable living environment and expanded economic opportunities principally for low and moderate income persons; aiding in the prevention or elimination of slums or blight; and meeting other community development needs having a particular urgency.

Each activity carried out with CDBG funds must, of course, be eligible under program regulations (24 CFR 570) as well as fundable pursuant to a national program objective.

The Urban Hennepin County CDBG objectives are presented by major program subheadings. They are highlighted under the subheading.

ADMINISTRATION

The CDBG program requires that Urban Hennepin County maximize the benefit of available funds consistent with the needs of low and moderate income persons and participant communities. In like manner it is a program responsibility to maximize program benefit and effectively administer program funds.

- Contain program administrative costs through the use of program management contracts for joint activities funded by several jurisdictions.
- No more than three activities should be undertaken by any participating community. Each activity should be budgeted with at least \$7,500. In cases where the planning allocation is less than \$7,500 only one activity should be programmed. When funds are committed jointly with other participants to carry out a single activity these limits need not apply.
- Facilitate cooperation among participants in the development and implementation of multi-community CDBG activities to address common concerns and needs.
- Support program activities which will generate program income to maintain a level of program funding.
- Maintain a process for citizen participation in the development, implementation and evaluation of the Urban Hennepin County CDBG program.
- Implement Urban Hennepin County CDBG assisted activities in compliance with the Urban Hennepin County Antidisplacement and Relocation Plan and the Uniform Relocation Assistance and Real Property Acquisition Policies Act.



## HOUSING

Urban Hennepin County has established goals which are approved by the Department of Housing and Urban Development for the construction of new housing and the rehabilitation of existing housing for low and moderate income owner and renter households.

- Facilitate the development of housing activities consistent with Urban Hennepin County goals and priorities.
- Encourage multi-community cooperation in housing development and rehabilitation programs.
- Support the development of new owner/renter housing affordable to low and moderate income households.
- Support the rehabilitation of existing rental units and single-family dwellings.
- Support the development of transitional housing facilities for persons who are homeless or at risk of becoming homeless.

## NEIGHBORHOOD REVITALIZATION

As an intergovernmental effort, Urban Hennepin County includes a broad range of communities and neighborhoods, some of which, due to the age of their structures, are in need of assistance for infrastructure rehabilitation/installation.

- Maintain and preserve viable neighborhoods and neighborhood commercial service centers through concentrated community development activities.

## PUBLIC FACILITIES AND IMPROVEMENTS

The provision and improvement of public facilities represents a significant cost to the community and the individual user (particularly those of low and moderate income).

- Improve existing and assist in the development of new public facilities which benefit low and moderate income persons. Included in this objective are those public and/or nonprofit facilities designed for providing shelter for persons with special needs.

## ECONOMIC DEVELOPMENT

Within the context of the Community Development Block Grant Program economic development must relate to the creation or retention of long-term employment opportunities for low and moderate income individuals.

- Provide financial assistance to for-profit or non-profit business operations which will provide or retain permanent employment opportunities for low and moderate income persons, at a ratio of at least one full-time job created or retained for each \$10,000 of program funds used.

#### PUBLIC SERVICES

The CDBG program asserts that the expansion and improvement of the quantity and quality of public services available to low and moderate income persons is essential for the development of viable communities.

- Provide funding for public services which represent a new service or expanded level of service consistent with CDBG regulations.

#### REMOVAL OF ARCHITECTURAL BARRIERS

The Urban Hennepin County CDBG program is committed to the removal of material and architectural barriers which restrict the mobility and accessibility of elderly or handicapped persons to public buildings, facilities and improvements and public and private housing.



RESOLUTION NO. 91-

RESOLUTION APPROVING PROPOSED PROGRAM FOR YEAR XVII  
URBAN HENNEPIN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT  
FUNDS AND AUTHORIZING ITS SUBMITTAL

WHEREAS, the City of Crystal, through execution of a Joint Cooperation Agreement with Hennepin County, is a cooperating unit in the Urban Hennepin County Community Development Block Grant (CDBG) Program; and

WHEREAS, the City of Crystal has developed a proposal for the use of Urban Hennepin County CDBG funds made available to it, following a public hearing on April 2, 1991 to obtain the views of citizens on local and Urban Hennepin County housing and community development needs and the City's following proposed use of \$125,586 Year XVII Urban Hennepin County Community Development Block Grant:

Projects	Budget
Senior Transportation	\$10,060
Day Care Assistance	10,000
Home Improvement Deferred Loans	50,000
Scattered Site Acquisition	55,526
Total	<u>\$125,586</u>

BE IT RESOLVED that the City Council of the City of Crystal, Minnesota approves the proposed use of Year XVII Urban Hennepin County Community Development Block Grant funds and program related income and authorizes submittal of the proposal to Hennepin County for review and inclusion the Year XVII Urban Hennepin County Community Development Block Grant Program Statement of Objectives and Projected Use of Funds.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Clerk



Julie Jones  
City of Crystal  
4141 Douglas Drive  
Crystal, Mn. 55422

February 6, 1991.

Dear Ms Jones,

I am requesting that Crystal consider using \$10,000 of your Community Block Grant money for your child care sliding fee program. This fund would continue your past support for this needed program. During the current year, you have helped 6 Crystal families move toward self-sufficiency. There are now 70 families on the Crystal waiting list. I have enclosed some information about the families in your city who have used this program.

As you probably know, a federal child care bill was passed by Congress last fall. We estimate that 15 million of that money will come into Minnesota over the next 12 months. 2.6 million will come to Hennepin County to be used for the subsidy program. This new money will help up to 1400 families-about half of those on the county waiting list. Your program that is used only by your residents will still be needed. I hope you will continue it.

Thank you for your past support of the subsidy program for your residents. Your help has made a difference in people's lives.

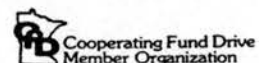
Please let me know if I can get any more information for you. I will try to attend the Council or other, meeting at which the CDBG priorities are discussed, so that I can answer questions then or get the answers for you.

Sincerely,

Grace Norris  
Community Liaison  
341-1177

## Greater Minneapolis Day Care Association

Dale Anderson, Executive Director • 1628 Elliot Avenue South • Minneapolis, Minnesota 55404 • (612) 341-1177



## FIVE CITIES PLUS . . . . .

A component of the Five Cities Transportation Project offering door-to-door transportation service to Robbinsdale & Crystal residents only.

### WHO MAY RIDE?

Persons, 60 years and over residing in their own homes or apartments not served by regular Five Cities service.

### WHERE CAN YOU GO?

City sponsored senior clubs, congregate dining and shopping trips.

### HOW CAN YOU RESERVE A RIDE?

Pre-registration with the Five Cities office is required.

Find your day and trip on the Five Cities Plus schedule. (After you have registered the monthly schedule will be mailed to you.)

Call the Five Cities office 48 hours in advance to make a reservation.

For reservations call 537-0229, 8:30 a.m.-12:00 Noon or 537-4534, Ext. 33, 12:00 p.m.-4:00 p.m.

### HOW MUCH DOES A RIDE COST?

Suggested donation of \$1.00 per round trip.

No one will be denied service due to inability to pay.

## Five Cities Transportation Project

Serving the Cities of ...

Brooklyn Center, Crystal, Golden Valley,  
New Hope & Robbinsdale



537-0229

Five Cities Transportation Project is funded by rider donations, the five participating cities, grant from the Metropolitan Council/Senior Resources and the Minnesota Board on Aging. The 537-0229 phone is made possible by the Robbinsdale Jaycees.

## FIVE CITIES TRANSPORTATION ...

Serving the cities of Brooklyn Center, Crystal, Golden Valley, New Hope and Robbinsdale.

### WHO MAY RIDE?

Persons, 60 years and over residing in senior apartment buildings and other apartments that house older residents.

Older adults requiring handicapped accessible vehicles.

### WHERE CAN YOU GO?

City-sponsored senior clubs and senior activities, congregate dining, shopping centers and grocery stores.

### HOW CAN YOU RESERVE A RIDE?

Find your day and trip on the Five Cities monthly schedule for your city. (Schedules are available from transportation office or building manager's office.)

537-0229

Call for ride 24 hours in advance. If you must cancel, please call the office immediately.

### HOW MUCH DOES A RIDE COST?

Suggested donation of \$1.00 per round-trip.

No one will be denied service due to inability to pay.

## RIDER INFORMATION

For Information call 537-4534, Ext. 33  
For Reservations call 537-0229, Mon.-Friday, 8:30 a.m.-12:00 Noon, or 537-4534, Mon.-Friday, 12:00 Noon-4:00 p.m.

### RESERVATIONS / CANCELLATIONS

A monthly schedule will be mailed to you.

Make reservation at least 24 hours in advance.

Cancel reservation if unable to ride the bus.

### RIDER TIPS

Be ready for the bus. The driver will wait only three minutes past the scheduled pickup time.

If the bus is late - wait at least 10 minutes past scheduled pickup time before calling the 5 Cities office.

It is a good idea to ask the apartment manager to call for you so you do not miss the bus while calling.

Allow the driver to help you on & off the bus.

Request the step stool from the driver.

Call the Five Cities office at 537-4534, Ext. 33 with questions or concerns about the schedule or service.

### DONATIONS

Payable to bus driver.

50¢ per one-way trip

\$1.00 per round-trip

No one will be denied a ride due to inability to pay.

**FIVE CITIES SENIOR TRANSPORTATION PROJECT**

**CITY OF CRYSTAL**

Community Development Block Grant Hearing - April 2, 1991

Amount Requested: \$10,060.00

Services Provided: Persons 55 years and older are picked up at their home or apartment building and bussed to designated sites. A wheelchair lift is available upon request.

Destinations: Shopping malls, grocery stores, Target, K mart, senior club meetings, senior congregate dining, city sponsored activities, senior trips, local parks.

Donations: Riders are asked to donate \$1.00 or more. Most riders give \$1.25. Persons are not denied rides due to inability to pay. Donations defray some of the cost of the transportation service. In 1991, the Five Cities Transportation budget donation projection is \$8,500.00 for all five cities riders.

Grant: In 1991, the Five Cities Senior Transportation Project will receive an \$8,000.00 grant through West Metro Coordinated Transportation.

City Subsidy: In 1990, the average City subsidy per rider was \$2.81.



Mar. 6, 1991

Dear Rita,

I am very pleased with the Senior Transportation schedule. It has helped me very much in my physical condition.

It helps me to get out and do grocery shopping and I can pick out what I need.

I also get to the shopping centers for the other purchases I need. The drivers are all friendly and helpful.

Thank you very much,

Evelyn R Lindquist  
3060 Summit Dr.  
Crystal, Minn  
Apt 106 55427



MAR 8 1991

FIVE CITIES TRANSPORTATION PROJECT  
1990 Culmulative Statistics

City	Individuals Served	Non-Duplicated Riders	New Riders	One-way Rides
Robbinsdale	1254	372	119	4066
Crystal/New Hope	1049	358	147	3476
Golden Valley	934	240	91	2742
Brooklyn Center	632	127	40	3434
5 Cities Plus	89	29	12	352
Total:	3958	1126	409	14,070

Hours:

Robbinsdale	309.27
Crystal/New Hope	477.06
Golden Valley	310.67
Brooklyn Center	334.63
5 Cities Plus	0.00
Total:	1431.63

	1990	1989	1988	1987
Individuals Served	3958	3796	2665	2314
Non-duplicated Riders	1126	1163	995	520
One-way Trips	14,070	13,342	9056	6724

-Individuals served includes duplicated riders  
-Non-duplicated rides - actual number of individuals  
using service one or more times.



REQUEST FOR FUNDING/YEAR XVII  
URBAN HENNEPIN COUNTY CDBG PROGRAM

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THIS SECTION WILL BE COMPLETED BY HENNEPIN COUNTY

National Objectives: \_\_\_\_\_

Project Eligibility: \_\_\_\_\_ / \_\_\_\_\_  
Citation Hennepin County Date

ER Status: \_\_\_\_\_ / \_\_\_\_\_  
Status Environmental Review Specialist Date

Project Number: \_\_\_\_\_ / \_\_\_\_\_  
Number Financial Manager Date  
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A. GENERAL INFORMATION

1. Community: City of Crystal
2. Project Name: Senior Transportation
3. Contact Person: Julie Jones

B. PROJECT DATA

1. Year XVII Grant Request \$ 10,060
2. Is this request to fund an existing project? ☒ Yes ☐ No
3. Leveraged Funds: Amount \$ 8,000 Source West Metro Coord. Transport-  
(To what extent does project leverage additional public or private atic  
funds/firm commitment?)
4. Location: Address \_\_\_\_\_ Citywide ☒  
(Attach map.)

5. Description: (Describe the project in as much detail as possible. Provide a statement of anticipated results; what, if any alternative funding sources have been considered for the project; and for a multi-year project, describe the program accomplishments to date.)

(See Attachment)

6. Implementation Schedule: (Identify the major project tasks to be performed during implementation and their timing.)

<u>Task</u>	<u>Date (Month/Year)</u>
Executive Committee approves 1991-1992 Budget	July 1991
Forward Year XVII funding to Robbinsdale (lead City)	Aug. 1991

7. Budget: (Specify total project budget by major project component-- i.e., administration, planning, construction, acquisition, direct grants, public service.)

<u>Component</u>	<u>BUDGET</u>		<u>SOURCE OF FUNDS</u>
	<u>CDBG</u>	<u>Other</u>	<u>CDBG (yr)/Other (identify)</u>
Crystal's share of oper. costs	\$10,060	\$	Year XVII/
General Operating	\$	\$ 8,500 est.	Donations from rider
Administration	\$	\$ 7,748	In-Kind match
General Operating	\$	\$ 8,000	SCS/Robbinsdale
Other 4 Cities			West Metro Coord.
share of op. costs	40,240		/Transportation
Project Budget	\$50,300	\$24,248	Year XVII/
Total	\$74,548		

#### SENIOR TRANSPORTATION DESCRIPTION:

The Five-Cities Senior Transportation Program is a joint activity to provide bus transportation for senior citizens in the cities of Brooklyn Center, Crystal, Golden Valley, New Hope and Robbinsdale. Seniors are transported from apartment buildings that have high concentrations of seniors to shopping areas, congregate dining facilities, City-sponsored activities, senior trips, local parks, etc. The program also services adults requiring handicapped accessible vehicles. The per ride fare is a \$1.00 round-trip donation. Even though the average per ride donation is currently \$1.25, it is still required that the program be subsidized. The average City subsidy in 1990 was \$2.81 per rider.

The City of Robbinsdale serves as the lead (pass-thru) City, coordinating meetings of the Executive Committee and housing the office of the Program Coordinator. The Executive Committee meets to approve the Program budget annually. Senior Community Services also assists in the coordination and reservation of services.

The main source of subsidy funding for the program has historically come from CDBG funds. The other form of subsidy is Title IIIB funds through West Metro Coordinated Transportation.

In 1990, as in previous years, this program increased its service to provide more trips to more individuals. There were 1,126 individuals using the program in 1990 for a total of 14,070 one-way trips. This was 728 more rides than in 1989.

Goals for increased service in 1991 include:

1. Provide 15,000 one-way trips
2. Serve 1200 unduplicated persons
3. Offer service to two additional apartment buildings

## REGISTRAR

The City will name the registrar which shall be subject to applicable SEC regulations. The City will pay for the services of the registrar.

## CUSIP NUMBERS

If the Bonds qualify for assignment of CUSIP numbers such numbers will be printed on the Bonds, but neither the failure to print such numbers on any Bond nor any error with respect thereto will constitute cause for failure or refusal by the purchaser to accept delivery of the Bonds. The CUSIP Service Bureau charge for the assignment of CUSIP identification numbers shall be paid by the purchaser.

## SETTLEMENT

Within 40 days following the date of their award, the Bonds will be delivered without cost to the purchaser at a place mutually satisfactory to the City and the purchaser. Delivery will be subject to receipt by the purchaser of an approving legal opinion of Holmes & Graven, Chartered of Minneapolis, Minnesota, which opinion will be printed on the Bonds, and of customary closing papers, including a no-litigation certificate. On the date of settlement payment for the Bonds shall be made in federal, or equivalent, funds which shall be received at the offices of the City or its designee not later than 12:00 Noon, Central Time. Except as compliance with the terms of payment for the Bonds shall have been made impossible by action of the City, or its agents, the purchaser shall be liable to the City for any loss suffered by the City by reason of the purchaser's non-compliance with said terms for payment.

## OFFICIAL STATEMENT

The City has authorized the preparation of an Official Statement containing pertinent information relative to the Bonds, and said Official Statement will serve as a nearly-final Official Statement within the meaning of Rule 15c2-12 of the Securities and Exchange Commission. For copies of the Official Statement and the Official Bid Form or for any additional information prior to sale, any prospective purchaser is referred to the Financial Advisor to the City, Springsted Incorporated, 85 East Seventh Place, Suite 100, Saint Paul, Minnesota 55101, telephone (612) 223-3000.

The Official Statement, when further supplemented by an addendum or addenda specifying the maturity dates, principal amounts and interest rates of the Bonds, together with any other information required by law, shall constitute a "Final Official Statement" of the City with respect to the Bonds, as that term is defined in Rule 15c2-12. By awarding the Bonds to any underwriter or underwriting syndicate submitting an Official Bid Form therefor, the City agrees that, no more than seven business days after the date of such award, it shall provide without cost to the senior managing underwriter of the syndicate to which the Bonds are awarded 250 copies of the Official Statement and the addendum or addenda described above. The City designates the senior managing underwriter of the syndicate to which the Bonds are awarded as its agent for purposes of distributing copies of the Final Official Statement to each Participating Underwriter. Any underwriter executing and delivering an Official Bid Form with respect to the Bonds agrees thereby that if its bid is accepted by the City (i) it shall accept such designation and (ii) it shall enter into a contractual relationship with all Participating Underwriters of the Bonds for purposes of assuring the receipt by each such Participating Underwriter of the Final Official Statement.

Dated March 19, 1991

BY ORDER OF THE CITY COUNCIL

/s/ Darlene George  
Clerk

**REQUEST FOR FUNDING/YEAR XVII  
URBAN HENNEPIN COUNTY CDBG PROGRAM**

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THIS SECTION WILL BE COMPLETED BY HENNEPIN COUNTY

National Objectives: \_\_\_\_\_

Project Eligibility: \_\_\_\_\_ / \_\_\_\_\_  
Citation Hennepin County Date

ER Status: \_\_\_\_\_ / \_\_\_\_\_  
Status Environmental Review Specialist Date

Project Number: \_\_\_\_\_ / \_\_\_\_\_  
Number Financial Manager Date

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**A. GENERAL INFORMATION**

1. Community: City of Crystal
2. Project Name: Rehab of Private Property
3. Contact Person: Julie Jones

**B. PROJECT DATA**

1. Year XVII Grant Request \$ 50,000
2. Is this request to fund an existing project? ☒ Yes ☐ No
3. Leveraged Funds: Amount \$ none Source \_\_\_\_\_  
(To what extent does project leverage additional public or private funds/firm commitment?)
4. Location: Address \_\_\_\_\_ Citywide ☒  
(Attach map.)

5. Description: (Describe the project in as much detail as possible. Provide a statement of anticipated results; what, if any alternative funding sources have been considered for the project; and for a multi-year project, describe the program accomplishments to date.)

(See Attachment)

6. Implementation Schedule: (Identify the major project tasks to be performed during implementation and their timing.)

<u>Task</u>	<u>Date</u> <u>(Month/Year)</u>
Have EDA & Council approve Subrecipient Agmt.	June 1991
Begin qualification process for 4-5 loans	Aug. 1991
Approve loans	Oct. 1991
Complete final inspections	May 1992
Submit final warrant requests	June 1992

7. Budget: (Specify total project budget by major project component-- i.e., administration, planning, construction, acquisition, direct grants, public service.)

<u>Component</u>	<u>BUDGET</u>		<u>SOURCE OF FUNDS</u>
	<u>CDBG</u>	<u>Other</u>	<u>CDBG (yr)/Other (identify)</u>
<u>Rehab loans</u>	\$ 47,000	\$ _____	Year XVII/ _____
<u>Administration</u>	\$ 3,000	\$ _____	Year XVII/ _____
_____	\$ _____	\$ _____	_____/ _____
<b>Project Budget</b>	<b>\$ 50,000</b>	<b>\$ _____</b>	
<b>Total</b>	<b>\$ 50,000</b>		



REHAB OF PRIVATE PROPERTY DESCRIPTION:

This program provides deferred, no-interest, loans for single-family housing rehabilitation on a first-come, first-serve basis to homeowners who qualify based on Section 8 Very Low Income Standards. Repairs made with the loan monies must comply with the Basic General Specifications and the recommendations of the Crystal Building Inspector, who ensures that all work is completed according to the State Building Code. Homeowners solicit bids for the improvements, and the Building Inspector inspects the improvements upon completion. Deferred loans must be paid back in full (without interest) if the home transfers ownership anytime during the ten-year length of the lien. Maximum loan amount is \$10,000. The program is administered by the Community Development Coordinator and audited by the Hennepin County staff.

A total of 195 grants or loans have been administered to date (with three in progress) for a total dollar value of \$1,010,448.39. The City has been unable to find another source of funding to finance this program where 15 households are currently on the waiting list.



## ELECTION DAY REGISTRATION

8200.5300

One election judge may both distribute ballots and register voters during the course of an election day, but shall not perform both functions for the same voter.

### 1. Judges register voters

MS201.061

Subd 3 & 4

-- Voters may register on election day with authorized proof of residence (see pg. 16).

Subd 4

Judges are responsible for registering those who are not currently registered but who are otherwise eligible to vote.

Ask the voter "Are you registered in this precinct?" If they answer "yes" or believe they may be, refer the voter to the registered voter area.

MS201.061 Subd 6

MS204B.14 Subd 5

Make sure each applicant is registering in the proper polling place. A map of your precinct boundaries and/or a precinct finder must be readily available for voters and election judges for checking the addresses of new registrants.

### 2. Eligibility of Voters

MS201.014

Subd 1

A person is eligible to vote, if at the time of the election:

- is 18 years of age or older
- is a citizen of the United States, and
- has resided in Minnesota for 20 days

Subd 2

The following are not eligible to vote:

- anyone convicted of treason or any felony whose civil rights have not been restored
- anyone under guardianship of the person or anyone found by a court of law to be legally incompetent

(The word GUARDIANSHIP will be indicated on the Election Precinct List by the voter's name.)

**REQUEST FOR FUNDING/YEAR XVII  
URBAN HENNEPIN COUNTY CDBG PROGRAM**

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THIS SECTION WILL BE COMPLETED BY HENNEPIN COUNTY

National Objectives: \_\_\_\_\_

Project Eligibility: \_\_\_\_\_ / \_\_\_\_\_  
Citation Hennepin County Date

ER Status: \_\_\_\_\_ / \_\_\_\_\_  
Status Environmental Review Specialist Date

Project Number: \_\_\_\_\_ / \_\_\_\_\_  
Number Financial Manager Date

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**A. GENERAL INFORMATION**

1. Community: City of Crystal
2. Project Name: Day Care Assistance
3. Contact Person: Julie Jones

**B. PROJECT DATA**

1. Year XVII Grant Request \$ 10,000
2. Is this request to fund an existing project? ☒ Yes ☐ No
3. Leveraged Funds: Amount \$ unknown Source State & County funds  
(To what extent does project leverage additional public or private funds/firm commitment?)
4. Location: Address \_\_\_\_\_ Citywide ☒  
(Attach map.)

5. Description: (Describe the project in as much detail as possible. Provide a statement of anticipated results; what, if any alternative funding sources have been considered for the project; and for a multi-year project, describe the program accomplishments to date.)

This Day Care Assistance Program, administered by the Greater Minneapolis Day Care Association (GMDCA) provides sliding-scale daycare assistance to qualified low and moderate income households based on the State Median Income. Upon qualification for assistance, the household is placed on a waiting list until funds are available. Upon funding, the household selects the care provider of their choice and pays their affordable share of the cost. GMDCA is billed the balance.

Last year 19 families were on the waiting list for this program. Crystal now has 70 families on the waiting list. Six Crystal families, including nine children, were served by the Program in 1990.

State and County funds also support other daycare programs at GMDCA. However, Crystal's share of the program as described above is totally funded by CDBG funds.

6. Implementation Schedule: (Identify the major project tasks to be performed during implementation and their timing.)

<u>Task</u>	<u>Date</u> <u>(Month/Year)</u>
Approve Subrecipient Agreement with GMDCA	June 1991

7. Budget: (Specify total project budget by major project component-- i.e., administration, planning, construction, acquisition, direct grants, public service.)

<u>Component</u>	<u>BUDGET</u>		<u>SOURCE OF FUNDS</u>
	<u>CDBG</u>	<u>Other</u>	<u>CDBG (yr)/Other (identify)</u>
Day Care Subsidy	\$ 10,000	\$ _____	Year XVII/_____
_____	\$ _____	\$ _____	_____/_____
_____	\$ _____	\$ _____	_____/_____
Project Budget	\$ 10,000	\$ _____	
Total	\$ 10,000		

**REQUEST FOR FUNDING/YEAR XVII  
URBAN HENNEPIN COUNTY CDBG PROGRAM**

-----

THIS SECTION WILL BE COMPLETED BY HENNEPIN COUNTY

National Objectives: \_\_\_\_\_

Project Eligibility: \_\_\_\_\_ / \_\_\_\_\_  
Citation Hennepin County Date

ER Status: \_\_\_\_\_ / \_\_\_\_\_  
Status Environmental Review Specialist Date

Project Number: \_\_\_\_\_ / \_\_\_\_\_  
Number Financial Manager Date

-----

**A. GENERAL INFORMATION**

1. Community: City of Crystal
2. Project Name: Scattered Site Acquisition
3. Contact Person: Julie Jones

**B. PROJECT DATA**

1. Year XVII Grant Request \$ 55,526
2. Is this request to fund an existing project? ☒ Yes ☐ No
3. Leveraged Funds: Amount \$ 80,000 est. Source MHFA Mortgage Funds  
(To what extent does project leverage additional public or private funds/firm commitment?)
4. Location: Address \_\_\_\_\_ Citywide ☒  
(Attach map.)

5. **Description:** (Describe the project in as much detail as possible. Provide a statement of anticipated results; what, if any alternative funding sources have been considered for the project; and for a multi-year project, describe the program accomplishments to date.)

The City of Crystal maintains a list of properties which meet HUD requirements for removal of slum & blight. Only unoccupiable, vacant properties are acquired in order to eliminate replacement and relocation costs. The City intends to build new, first-time homebuyer homes on acquired properties, financing mortgages through the Minnesota Housing Finance Agency. Any proceeds received for the value of the land are returned to the revolving Scattered Site fund.

At this time the City has no alternative source of funds to acquire properties.

To date 17 properties have been acquired through this program which has been used to generate 257 new housing units. The purchase cost of those properties totals \$1,054,848 of CDBG funds. The resale value of those same properties after redevelopments totals \$8,383,645.

6. **Implementation Schedule:** (Identify the major project tasks to be performed during implementation and their timing.)

<u>Task</u>	<u>Date</u> (Month/Year)
1. Determine most suitable property for acquisition and begin purchase negotiations	July 1991
2. Purchase property	Oct. 1991
3. Demolish house	Nov. 1991
4. Complete application for mortgage funds	Dec. 1991
5. Begin bidding process for new construction & select contractor	Jan. 1992
6. Begin construction on new home	Apr. 1992
7. Draw names from existing waiting list to select buyer	Apr. 1992

7. **Budget:** (Specify total project budget by major project component-- i.e., administration, planning, construction, acquisition, direct grants, public service.)

<u>Component</u>	<u>BUDGET</u>		<u>SOURCE OF FUNDS</u>
	<u>CDBG</u>	<u>Other</u>	<u>CDBG (yr)/Other (identify)</u>
<u>Acq/Demo Costs</u>	\$55,526	\$	Year XVII/
<u>Administration</u>	\$	\$ 5,000	/ Crystal EDA
<u>Mortgage Funds</u>	\$	\$ 80,000	/ MHFA
<b>Project Budget</b>	<b>\$55,526</b>	<b>\$ 85,000</b>	
<b>Total</b>	<b>\$140,526</b>		

M E M O R A N D U M

DATE: March 27, 1991  
TO: Jerry Dulgar, City Manager  
FROM: Anne Norris, Community Development Director *an*  
RE: Distribution of Year XVII CDBG Funds

Since Julie Jones' March 25 memo regarding distribution of CDBG funds, an additional request for funding has been received. Adventure Club, a child care program for before and after school for children in district 281 in grades K-five, requested \$4,000. This request was included in the 1991 non-departmental miscellaneous professional services budget. Due to budget constraints, it is recommended that this year's funding for Adventure Club come from the City's allocation of CDBG funds.

Adventure Club will use the funds for their sliding fee program which is designed to serve low income families who are not receiving child care subsidies from other sources.

With the inclusion of Adventure Club, the revised distribution of CDBG funds would be:

Activity	Budget
Senior Transportation	\$ 10,060
Day Care Assistance	\$ 10,000
Adventure Club	\$ 4,000
Home Improvement Deferred Loans	\$ 48,000
Scattered Site Acquisition	<u>\$ 53,526</u>
	\$125,586



CITY OF CRYSTAL

APPLICATION FOR APPOINTMENT TO THE  
PARKS AND RECREATION ADVISORY COMMISSION

Name MICHELE (SHELLY) HOWARD Address 4812 EDGEWOOD AVENUE NORTH 55428  
Zip #

Phone (home) 536-1259 (Office) 893-7536

Resident of Crystal Since (year) 1989

Occupation Financial Planner Employer Principal Financial Group

Education: (please indicate highest grade completed or highest degree and major course of study) 2 year business college degree. Studied Business Management.

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

Finally, I am in the position (established career, purchased house, settled down) to  
dedicate myself to a community organization.

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

In 1983 I moved to the Minneapolis area from a small, close knit community in Duluth. Married in 1986, we were able to purchase our first house in 1989 and are happy to be Crystal residents.

My career has progressed in the financial industry. From investment securities to real estate, I decided to put it all together and pursue a career as a financial planner. This was a great choice. I am able to meet people, build lasting relationships and most importantly, help individuals set and reach their financial goals.

My husband and I feel very lucky to have moved to a neighborhood where we were instantly welcomed by our neighbors. We have found the people to be very kind and considerate. However, I do not feel that I am aware of all that the city has to offer or of what I can contribute to the community. I want to be involved and help in every way. I also want to learn more about the city of Crystal and meet more of my neighbors. I truly believe that a position on the Parks and Recreation Advisory Commission would enable me to utilize my organization, planning, and people skills to help with community activities. I believe community involvement is very important and city residents can benefit in many ways from taking part in their community activities and programs.

Thank you.

Date Submitted: March 8, 19 91.

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



CITY OF CRYSTAL

APPLICATION FOR APPOINTMENT TO THE  
Volunteer

Economic Dev.

COMMISSION

Name Cletus Maychrzak Address 5309 34<sup>th</sup> Place North 55422  
Zip #

Phone (home) 521-1268 (Office) 349-5859

Resident of Crystal Since (year) 1989

Occupation Claim Examiner Employer Prudential Insurance Co.

Education: (please indicate highest grade completed or highest degree and major course of study) Photography Certificate from Trade School

Civic and other activities: (please list past and present civic activities and organizational memberships, particularly those which may be relevant to the appointment you are seeking) Spent 1 year in Sweden (1983-1984) as an exchange

student through the Rotary Club.

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

I have moved to Crystal just over a year ago. I would like to be more active in the community and I figure this would be a wonderful opportunity. Being a homeowner I feel I would be very interested in the city planning and development commission.

Date Submitted: Jan 19, 19 91.

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

CITY OF CRYSTAL

APPLICATION FOR APPOINTMENT TO THE

Name Deane F. Biddle Address 6916 Jersey Cir N. 55427 COMMISSION E.D. A. Advisory  
Zip #

Phone (home) 535-7285 (Office) 535-8187

Resident of Crystal Since (year) 6 (1985)

Occupation Pres. of Huntingdale Co Employer Rapid Huntingdale Co

Education: (please indicate highest grade completed or highest degree and major course of study) Voteck School, Newwood, Dist M Continuing Education

Civic and other activities: (please list past and present civic activities and organizational memberships, particularly those which may be relevant to the appointment you are seeking) Member of The Sacred Heart Church  
Maintenance Committee

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

I have owned my own business for 9 years now, and I feel that this experience in business will help me be a useful committee person.

My family & I have enjoyed the many benefits of living in Crystal & I'm looking forward to the opportunity of "giving back" to our community.

Thank You

Deane F. Biddle

Date Submitted: 3/27/, 19 91.

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

DATE: March 14, 1991  
TO: Jerry Dulgar, City Manager  
FROM: Bill Barber, Building Inspector  
SUBJECT: 3709 Adair Ave. N.  
Terry Johnson  
Variance #91-6

Terry Johnson is requesting a 3' variance to the required 30' front yard setback. He is proposing is to build a 20'x26' addition to the existing single car garage.

The existing house is setback approximately 46' from the front property line. The existing attached garage is approximately 53' from the front property line.

The garage addition will be built to the front of the existing garage which is proposed to be within 27'0" of the front property line. A 5'0" side yard will be maintained as shows on the site plan.

Mr. Johnson stated that he had met with the neighbors to discuss with them what he was proposing. He stated that there wasn't any objection at that time but we have since received a note from a neighbor at 3711 Adair Ave. N. I have included that in the packet.

I will answer any questions you have at the meeting.

UPDATE FROM PLANNING COMMISSION 3/11/91

The Planning Commission recommended denial of this request based on:

1. No undue hardship had been established.
2. Neighbor at 3711 Adair objected.
3. A fully functional two car garage could be built without a variance.

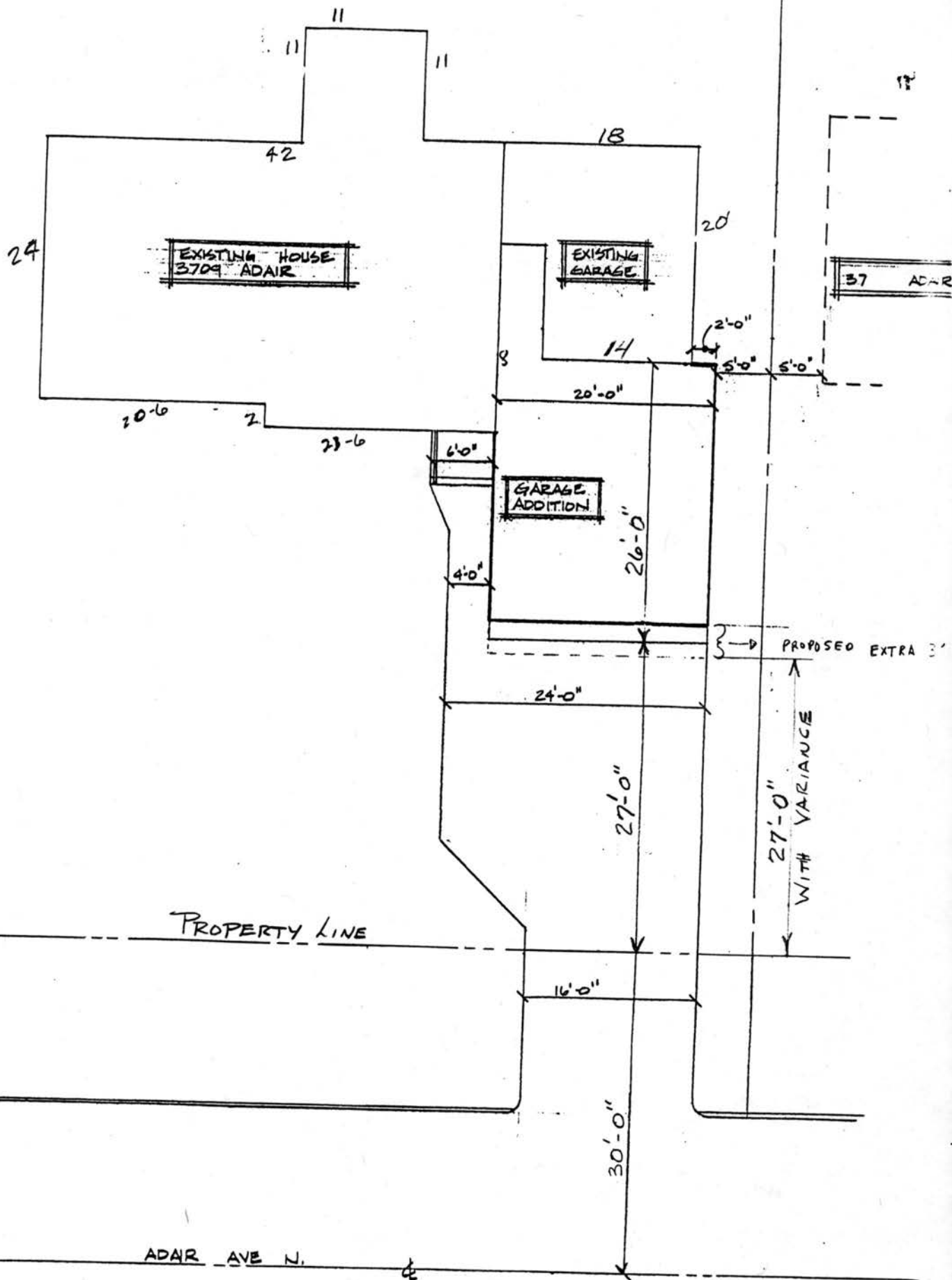
By building only a 23' addition, this would make for a lot of wasted material as material comes in 16" and 24" increments. A 22' garage is too short to get a car into. I suggested a possible compromise of a 24' garage which is a standard depth but would only require a 1' variance.

Mr. Terry Johnson did present a letter from the neighbor at 3701 Adair in favor of the request.

The vote was 7 in favor with 1 abstaining.

kk





March 3, 1991

City of Crystal  
Planning Commission

We, Stuart and Patricia Gray, residing  
at 3701 Adair Avenue North, are supportive  
of the proposed addition to the  
residence of 3709 Adair Avenue North -  
Jerry and Bonnie Johnson.

Sincerely,

Patricia Gray

Stuart Gray

DATE: March 27, 1991  
TO: HRG Board Members  
FROM: Julie Jones, HRG Administrator  
SUBJECT: Source Reduction Plans

In order to receive County funding reimbursement in 1991, each Hennepin County city must approve a Source Reduction Plan. The HRG staff has developed the attached Source Reduction Plan based upon general guidelines developed by Hennepin County staff and according to information received from City employees. An authorizing resolution is also enclosed.

The Source Reduction Plan lists existing source reduction activities which are occurring in your municipal buildings. It also states several new source reduction activities, which can reasonably be obtained in 1991. The HRG staff will be assisting the City staff in the attainment of these goals.

The 1991 Solid Waste Management Agreement, which HRG has approved and submitted to Hennepin County, states that each City will adopt a solid waste source reduction plan. Each City must also adopt a procurement policy for recycled building materials by July 1, 1991. The HRG staff will be developing a model recycled building materials procurement policy upon receipt of guidelines from Hennepin County.

kk



RESOLUTION #91-

A RESOLUTION ADOPTING A SOLID WASTE SOURCE  
REDUCTION PLAN FOR THE CITY OF CRYSTAL

WHEREAS, the Cities of Brooklyn Center, Crystal, and New Hope formed a joint powers group on February 16, 1988 called the Hennepin Recycling Group, hereinafter called the "HRG", for the purpose of cooperatively providing recycling services; and

WHEREAS, the HRG applies yearly for Hennepin County grant assistance to subsidize the cost of the curbside recycling collection program; and

WHEREAS, the 1991 Solid Waste Management Agreement between HRG and Hennepin County, requires each HRG City to adopt a Solid Waste Reduction Plan;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Crystal approves the 1991 Solid Waste Source Reduction Plan for the City of Crystal.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 1991.

\_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_



**CITY OF CRYSTAL  
SOLID WASTE SOURCE REDUCTION PLAN**

- I. INTRODUCTION: Definition & Goals. Source reduction is an activity that prevents waste at it's source. The best way to manage solid waste is to not produce the solid waste in the first place. If we use less raw materials, energy, transportation, etc., to deliver our goods and services, then we will have less material to dispose of in the end. Source reduction has virtually no negative effect on the environment. It conserves energy and resources, and does not require new facilities.

Solid waste source reduction goals are defined as:

1. Eliminate unnecessary purchases.
2. Reduce the amount of waste being thrown away.
3. Purchase products with longer, more useful lives.
4. Purchase environmentally friendly products - products made from recyclable or recycled materials.
5. Create new uses for materials before they are thrown away or recycled.

II. EXISTING SOURCE REDUCTION ACTIVITIES:

- purchasing recycled paper products according to the paper procurement policy adopted by the Crystal City Council May 15, 1990
- photocopying of materials double-sided, whenever possible
- reuse of discarded one-sided copies for scratch pads and printing of preliminary draft copies in computer printers
- recycling of white and pastel office paper, rather than disposal
- recycling waste oil from City vehicles
- recycling scrap metal from Street Department and Park Department operations
- use of a routing system instead of sending office memos to individual employees
- employees must use ceramic drinking cups in employee break room
- Council members use reusable drinking containers at Council meetings
- Community center provides ceramic drinking cups, rather than disposables, for meeting groups' use
- recycle pop cans, bottles and newspapers from employee break room

### III. PLANNED SOURCE REDUCTION ACTIVITIES:

- encourage use of reusable drinking cups during meetings
- reduce quantity of junk mail by requesting names to be removed from mailing lists
- investigate financial feasibility of using cloth roll towels instead of disposable paper towels in municipal restrooms
- purchase all cleaning products in bulk, recyclable or reusable containers, when possible
- re-ink toner cartridges for computer printers and laser printers instead of buying new ones
- purchase rechargeable batteries for City equipment instead of using disposable batteries
- purchase recycled paper toilet tissue when financially feasible according to Paper Procurement Policy
- reuse large, old manilla envelopes through relabeling, when possible
- increase office paper recycling tonnages by encouraging the recycling of window and labeled envelopes by tearing off window or label
- ensure that all municipal buildings are included in office paper recycling program, including police department, fire department, City Garage, and Community Center
- investigate the cost effectiveness of purchasing refillable pens, pencils and other office supplies over the purchase of disposables.

### IV. EDUCATION AND PROMOTION PLAN:

- all new employees will be immediately trained on how to properly participate in office paper recycling program
- route a memo to all employees, which briefly explains the City's new waste reduction activities, encouraging their participation
- route a similar memo to all City commission members, encouraging them to recycle old meeting materials at City Hall
- print a follow-up memo in the Employee Newsletter, reiterating goals of waste reduction plan
- promote the City's waste reduction goals in the City Newsletter

### V. IMPLEMENTATION DATE AND PLAN:

The implementation of all planned activities will begin immediately following Council approval of this solid waste source reduction plan.

VI. MEASURING SOLID WASTE SOURCE REDUCTION IMPACTS:

The following measuring techniques will be used to track solid waste reduction activities in municipal operations:

- determine the weight of those materials previously purchased, which are now eliminated or reduced
- determine the new, reduced weight of materials being purchased and subtract from the previous weight figure
- calculate waste generated in pounds/employee/day for each employee in the City, using a commonly accepted figure of 1.5 lbs./employee/day
- determine the percentage of waste reduction of City operations at the end of each year

Adopted by the Crystal City Council on \_\_\_\_\_.

kk

DATE: March 27, 1991  
TO: Jerry Dulgar, City Manager  
FROM: Julie Jones, HRG Administrator  
SUBJECT: Establishment of Recycling Enterprise Fund

When the City of Crystal implemented a curbside recycling program, a special revenue account was established for recycling. Since the recycling account was self supporting in 1990, the Finance Department recommends that the recycling account now be changed to an enterprise fund. They further recommend that this change be made retroactive to December 31, 1990.

Establishment of the recycling account as an enterprise fund will help protect the fund from State budget reductions since excess revenues in an enterprise fund cannot be used to offset other city expenses. It is recommended that this change receive Council approval through passage of a Resolution.

kk

RESOLUTION NO. 91-

RESOLUTION AUTHORIZING CONVERSION OF RECYCLING  
REVENUE ACCOUNT TO AN ENTERPRISE FUND

WHEREAS, the City of Crystal established a recycling revenue account in 1989 for the purpose of accommodating recycling service revenues from residential utility payments; and

WHEREAS, the recycling revenue account became self-supporting in 1990, making the account more suitable for an enterprise fund;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Crystal, Minnesota, authorizes the City Manager and the Finance Director to convert the Crystal recycling revenue account to an enterprise fund effective January 1, 1991.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_ 1991.

\_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_

DATE: March 27, 1991

TO: Jerry Dulgar, HRG Director

FROM: Julie Jones, HRG Administrator

SUBJECT: First Reading of Ordinance requiring provision of recycling collection at multi-family dwellings

At their March 21 meeting, the Hennepin Recycling Group board members approved the wording of the attached ordinance, which was developed by the HRG attorney. The purpose of the Ordinance is to bring each HRG city into compliance with Hennepin County Resolution #90-8-592R1, which states that municipalities must adopt ordinances that require property owners of multi-family housing to provide recycling services by July 1, 1991.

Hennepin County is currently in the process of updating Ordinance 13, which will clarify the recycling requirements of multi-family building owners. Multi-family buildings will be required to recycle the same materials that are currently required in the single family residential curbside program: glass, cans, newspaper, corrugated cardboard, and plastic bottles. The apartment owner must contract for recycling collection or bring the recyclables to a permitted recycling facility at least once per month. Hennepin County is providing a \$5 per household container reimbursement but is not subsidizing the cost of collection for multi-family owners.

The Hennepin Recycling Group has notified all HRG area apartment owners by mail of the forth coming July 1 recycling deadline and had provided information regarding screening requirements and fire code regulations. Hennepin County will be holding an educational workshop for apartment owners on April 26. HRG staff is planning on being available at that workshop to help answer various questions and provide assistance.

The draft Ordinance is now ready to receive it's first reading by the City Council which will allow plenty of time to meet the July 1, 1991 effective date.

kk



ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING CHAPTER 606 OF  
THE CRYSTAL CITY CODE; RELATING TO  
RECYCLING SERVICES FOR MULTIFAMILY  
DWELLINGS.

Section 1. Chapter 606 of the Crystal City Code is hereby amended by adding a subsection to read as follows:

606.08. Multifamily Dwellings. Subdivision 1. Recycling Services. Owners of multifamily dwellings containing more than eight dwelling units must contract with a hauler licensed under the provisions of Section 605 of the Crystal City Code to provide recycling collection services to all residents of the dwelling. The recycling collection services provided under this subsection must meet the requirements of applicable county ordinances.

Subd. 2. Definitions. The term "multifamily dwelling" is defined by Crystal Zoning Ordinance 515.03 of the Crystal City Code.

Subd. 3. Penalty. A violation of this section is a misdemeanor.

Section 2. Effective Date. This Ordinance shall be effective as of July 1, 1991.

Dated the \_\_\_\_\_ day of \_\_\_\_\_, 1991.

Attest:

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

\_\_\_\_\_  
Mayor

The following resolution was offered by Commissioner Andrew, seconded by Commissioner Spartz:

WHEREAS, the Recycling Task Force requested that the County evaluate the cost of subsidizing collection services and containers for multifamily housing units; and

WHEREAS, the Recycling Task Force also recommended that by 1991, the County develop an ordinance requiring that recycling opportunities be provided for multifamily residents;

BE IT RESOLVED, that Hennepin County amend Ordinance 13 to require that recycling services be available to multifamily housing units by July 1, 1991. Municipalities must adopt ordinances that require property owners of multifamily housing to provide recycling services by July 1, 1991; and

BE IT FURTHER RESOLVED, that Hennepin County subsidize the cost of containers up to a maximum of \$5.00 per multifamily household. The cities must apply for this reimbursement by December 31, 1991; and

BE IT FURTHER RESOLVED, that five- to eight-unit buildings can be added at the city's discretion in 1990 to the existing municipal curbside service and would be eligible for funding under the current reimbursement policy; and

BE IT FURTHER RESOLVED, that the 1991 funding policy be revised to reflect that the container subsidy will be the only County funding available for multifamily units above eight-plex.

BE IT FURTHER RESOLVED, that the Board expresses its appreciation to the City of Edina for its assistance.

Commissioner Johnson moved to amend the second resolving clause to add the language to provide that these containers shall contain 20% post consumer plastic material if available. The motion was seconded by Commissioner Andrew and adopted unanimously.

The question was on the adoption of the resolution as amended and there were Seven YEAS and No NAYS as follows:

COUNTY OF HENNEPIN  
BOARD OF COUNTY COMMISSIONERS

	<u>YEA</u>	<u>NAY</u>	<u>OTHER</u>
Jeff Spartz	<u>X</u>	___	___
Randy Johnson	<u>X</u>	___	___
John Keefe	<u>X</u>	___	___
John E. Derus	<u>X</u>	___	___
Tad Jude	<u>X</u>	___	___
Mark Andrew	<u>X</u>	___	___
Sam S. Sivanich, Chairman	<u>X</u>	___	___

RESOLUTION ADOPTED.

ATTEST: Kay Mitchell  
Clerk of the County Board

AUG 07 1990

*C. Anderson*



BUREAU OF PUBLIC SERVICE  
A-2309 Government Center  
Minneapolis, Minnesota 55487-0239

Phone (612) 348-6509

January 24, 1991

TO: Municipal Recycling Coordinators

The purpose of this letter is to keep you informed about the County's apartment recycling efforts.

You will recall that last fall the County Board adopted Resolution 90-8-592R1 which directed cities to adopt ordinances to require property owners to provide recycling opportunities to their tenants by July 1, 1991.

Staff recommends that your ordinance require property owners to collect newspapers, cardboard, metal and glass food and beverage containers and plastic bottles for recycling. It is the same list of recyclables required of municipal curbside collection programs by the County's funding policy. The ordinance should require the addition of other materials as markets develop. Property owners must provide for pickup or self-haul of recyclables to a licensed recycling center at least monthly.

Staff is preparing specifications for the purchase of recycling containers containing at least 20% post-consumer plastic for purchase by property owners. The containers will be sold to the property owners minus the subsidy of up to \$5.00 per multi-family household.

A Recycling Guide for property owners and managers is currently being printed. The guide provides information on developing effective recycling programs in multi-family housing and offers step-by-step procedures for implementation. Other promotional items such as posters for use in apartment hallways are being developed for distribution in March.

We are also planning to offer an apartment recycling workshop for property owners this spring. More information on this will be available shortly. Questions about the container purchase, workshop or other aspects of apartment recycling should be directed to Caroline Truth. She can be reached at 348-4136.

Sincerely,

Carl Michaud  
Recycling Coordinator

enclosure

**HENNEPIN COUNTY**

an equal opportunity employer

PRINTED ON RECYCLED PAPER

DATE: March 27, 1991  
TO: Jerry Dulgar, City Manager  
FROM: Bill Barber, Building Inspector  
SUBJECT: Second Free Standing Sign at Crystal Community  
Center - 4800 Douglas Dr. N.

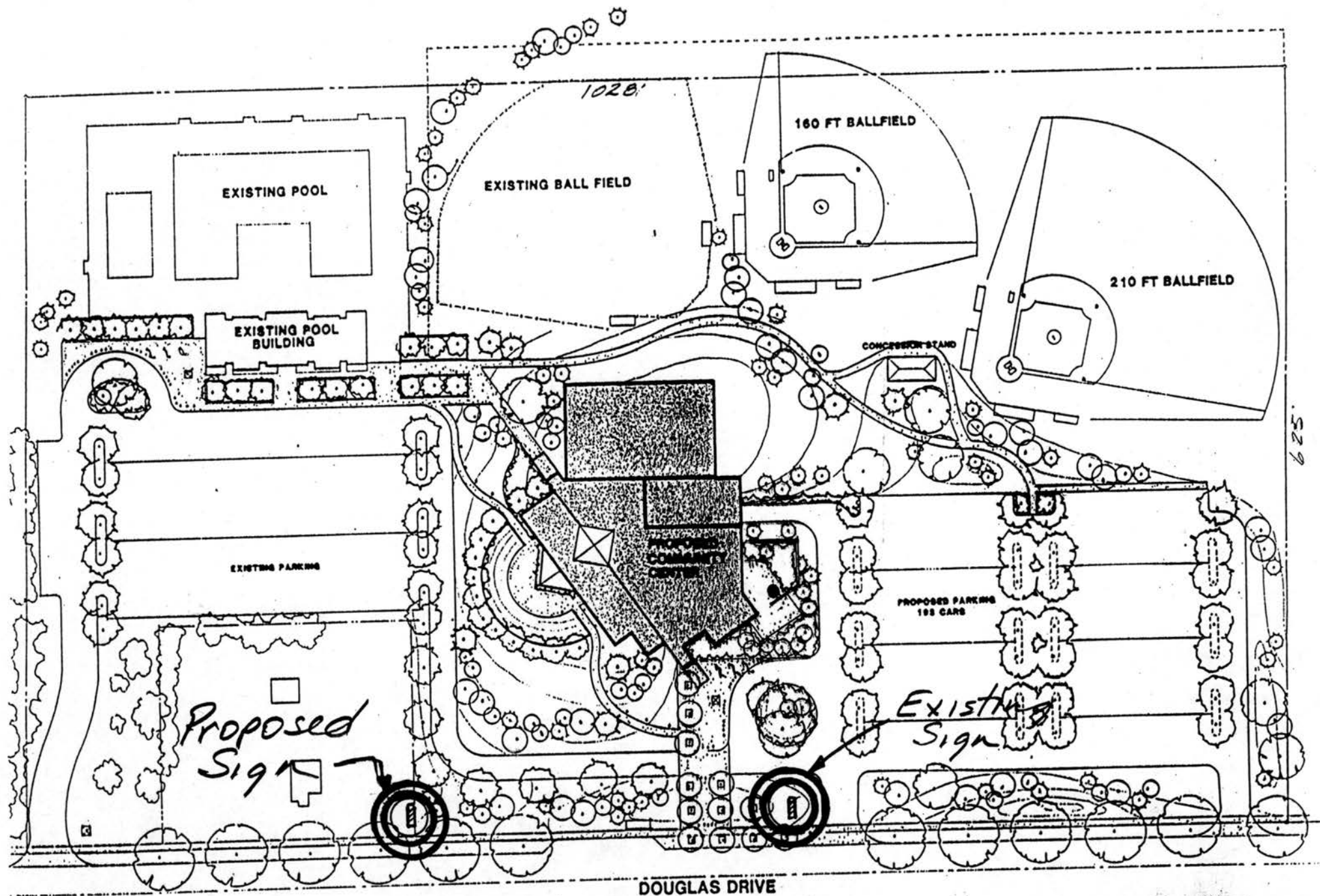
Ed Brandeen is requesting approval of a second free standing sign to be located at the Community Center. In November of 1990 the City Council directed staff to compile information for the installation of a permanent reader board type sign.

That information has been compiled and is before you. The City Sign Ordinance permits one free standing sign per property but the request is for two. The attached site plan shows the location of the existing sign as well as the proposed sign.

The only concern at this point is that the City Council passed a resolution on February 19, 1991 declaring a moratorium on the granting of variances of the Sign Ordinance and no such variance will be granted by the Council until September 30, 1991. Section 2.02 of the moratorium states that the Council may on a showing of extra-ordinary hardship or in cases of overriding consideration of public health and safety grant a variance. That issue the City Council will need to deal with.

A copy of the Ordinance is attached for your review. I will answer any questions at the meeting.

kk



# CRYSTAL COMMUNITY CENTER SITE PLAN

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



ORDINANCE NO. 91-7

Council:

F.Y.I

Item #7

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.

First Reading: February 19, 1991

Adopted: March 5, 1991

Betty Herles  
Mayor

Attest:

Darlene George  
Clerk

(Published in the Crystal/Robbinsdale Post News March 13, 1991)



RESOLUTION NO. 91- 13

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

BE IT ENACTED by the City Council of the City of Crystal, Hennepin County, Minnesota, as follows:

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 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. 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 Resolution 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 Resolution is effective and applies to applications for variances submitted after February 19, 1991.

Betty Herkes  
Mayor

Attest:

Darlene George  
Clerk

DATE: March 26, 1991

MEMO TO: Jerry Dulgar, City Manager

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

SUBJECT: Furnish and Erection of a Reader Board Sign for the Community Center

Attached are quotes received for a 5' x 10' and 6' x 12' sign for advertising events at the Community Center and elsewhere in the city.

The sign would be similar to the existing center sign, that is, green in color, only with a white reader board background.

The 5' x 10' sign would have four lines of copy of 13 to 15 letters per line, while the 6' x 12' sign would have 19 letters per line and 5 lines of copy.

Both signs would allow letter changing from the ground. I recommend a 6' x 12' sign that would give us the maximum lines and maximum of letters per line. We plan on extensive advertising for city and center events and need the maximum space allowable.

The sign would be lighted for night visibility.

SUMMARY OF COSTS TO ERECT A READER  
BOARD/SIGN AT THE CRYSTAL COMMUNITY CENTER

Costs associated with installing a 5' x 10' and 6' x 12' reader board sign:

Size Sign:	<u>5' x 10'</u>	<u>6' x 12'</u>
<u>Sign</u>		
Sign Crafters	\$5,110	\$5,886
Graphic House	6,399	6,950
<u>Concrete/Brick Work</u>		
K. Ostrom	\$1,138	\$1,248
Donald Peka	1,499	1,544
<u>Bricks</u>		
Oaks Brothers (not attached)	\$ 400	\$ 400
<u>Electric</u>		
CSI	\$ 600	\$ 600
Mayer Electric	750	750
	<hr/>	<hr/>
Total	\$7,248	\$8,134

I recommend that the bid be awarded to Sign Crafters (sign), K. Ostrom (cement work), Oaks Bros. (brick), CSI Electric (electric) in the amount of \$8,134 for a 6' x 12' sign.

\*NOTE: City will make excavation for concrete footings.

PROPOSAL

R. OSTROM

CEMENT AND MASONRY CONTRACTOR  
6527 EWING AVE. NO.  
BROOKLYN CENTER, MN 55429  
PHONE: (612)561-0640

PROPOSAL PRESENTED TO:	PHONE	DATE
City of Crystal Park Dept.	(612) 537-8421	Mar 15, 1991
STREET	JOB NAME	
6125 41st Ave N.		
CITY, STATE AND ZIP CODE	JOB LOCATION	
Crystal Mn. 55422	Community Center	
We hereby submit specifications and estimates for:		

3'x 4'x 14' Sign base to protrude 8" out of the ground.

Blocks around base to measure 16" x 12'; 3 courses high and filled solid.

Rods to tie bases together and to set lag bolts in securing sign.

Excavating is not figured. Bricks are to be supplied.

Alternate: 3' x 12' Sign base.

\*\* Unless otherwise specified the concrete is 4,000 psi and footings are 2,500 psi. All outside concrete work is sealed.

WE PROPOSE TO HEREBY FURNISH MATERIAL AND LABOR - COMPLETE IN ACCORDANCE WITH THE ABOVE SPECIFICATIONS, FOR THE SUM OF \$ 1,248.00

(Alternate choice is \$ 1,138.00)

PAYMENT IN FULL, PAYABLE TO R. OSTROM, UPON COMPLETION OF THE JOB.

ACCEPTANCE OF PROPOSAL -

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Signature: R. Ostrom

Signature: \_\_\_\_\_

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

NOTE: THIS PROPOSAL MAY BE WITHDRAWN BY US IF NOT ACCEPTED IN 30 DAYS.

# PROPOSAL

FROM DONALD PEKA CONCRETE CONSTRUCTION CO.  
2016 84th AVE. NO. DATE 3-14-91  
BROOKLYN PARK, MN. 55444 PH. 424-1282

PROPOSAL SUBMITTED TO: WORK TO BE PERFORMED AT:

NAME	ATT. CHUCK TOSTENSON	NAME	CITY OF CRYSTAL
ADDRESS		ADDRESS	COMMUNITY CENTER
CITY	STATE MN	CITY	
ZIP	TELE:	STATE MN	PLAN #

We hereby propose to furnish all the materials and perform all the labor necessary for the completion of:

JOB: FOUNDATION FOR PARK BUILDING SIGN

INCLUDES: 3' X 14' X 48" SOLID CONCRETE SIGN FOOTING  
INSTALL 3 COURSES OF FURNISHED BLOCKS  
FILL INSIDE OF BLOCKS SOLID

D.N.I. EXCAVATION, PERMITS

(NOTE-SUBTRACT 45.00 OFF PRICE FOR 3' X 12' X 48" FOOTINGS)

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner in the sum of:

DOLLARS \$ 1544.00 with payments to be made as follows:  
\* Completion of footings and blocks  
\* Balance per billing \* NET 30 DAYS

Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance upon above work. Workman's Compensation and Public Liability Insurance on above work to be taken out by Donald Peka Concrete Construction Company.

Respectfully submitted

(This proposal may be withdrawn by us if not accepted within 30 days)

## ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Accepted

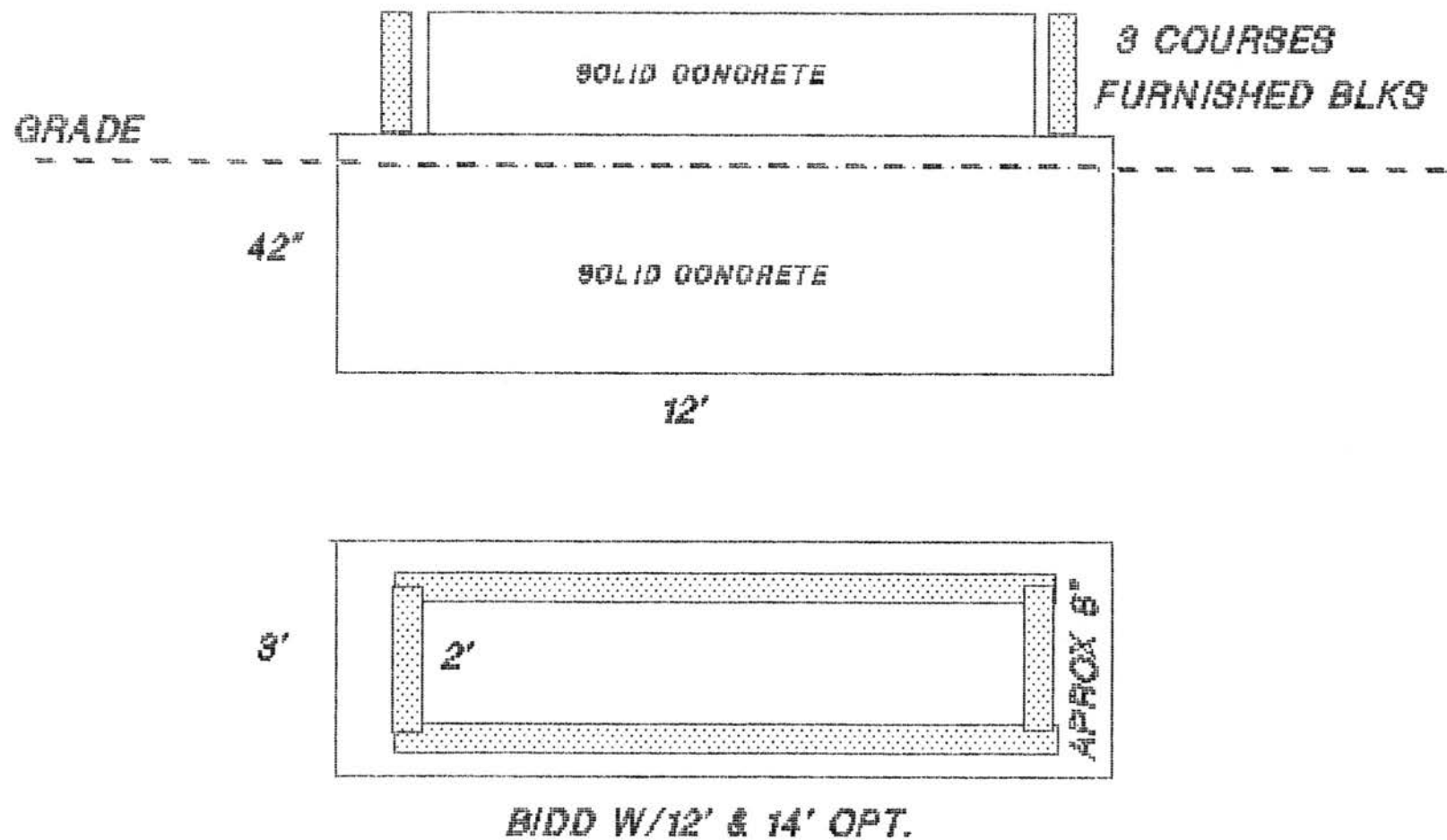
Signature

Date

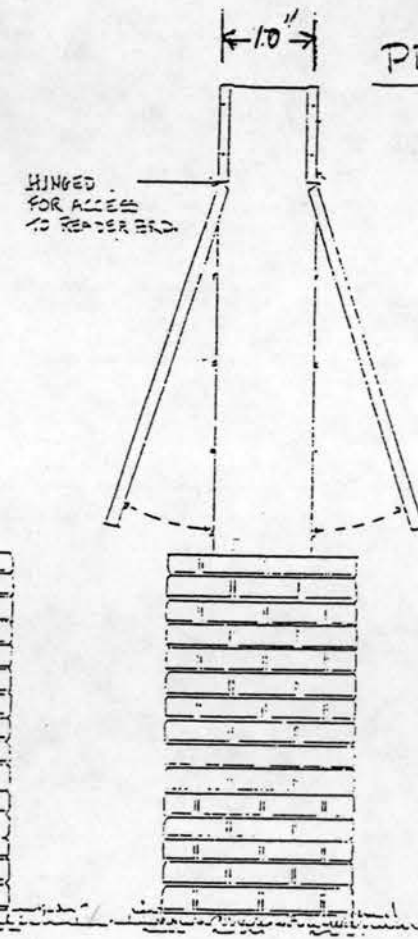
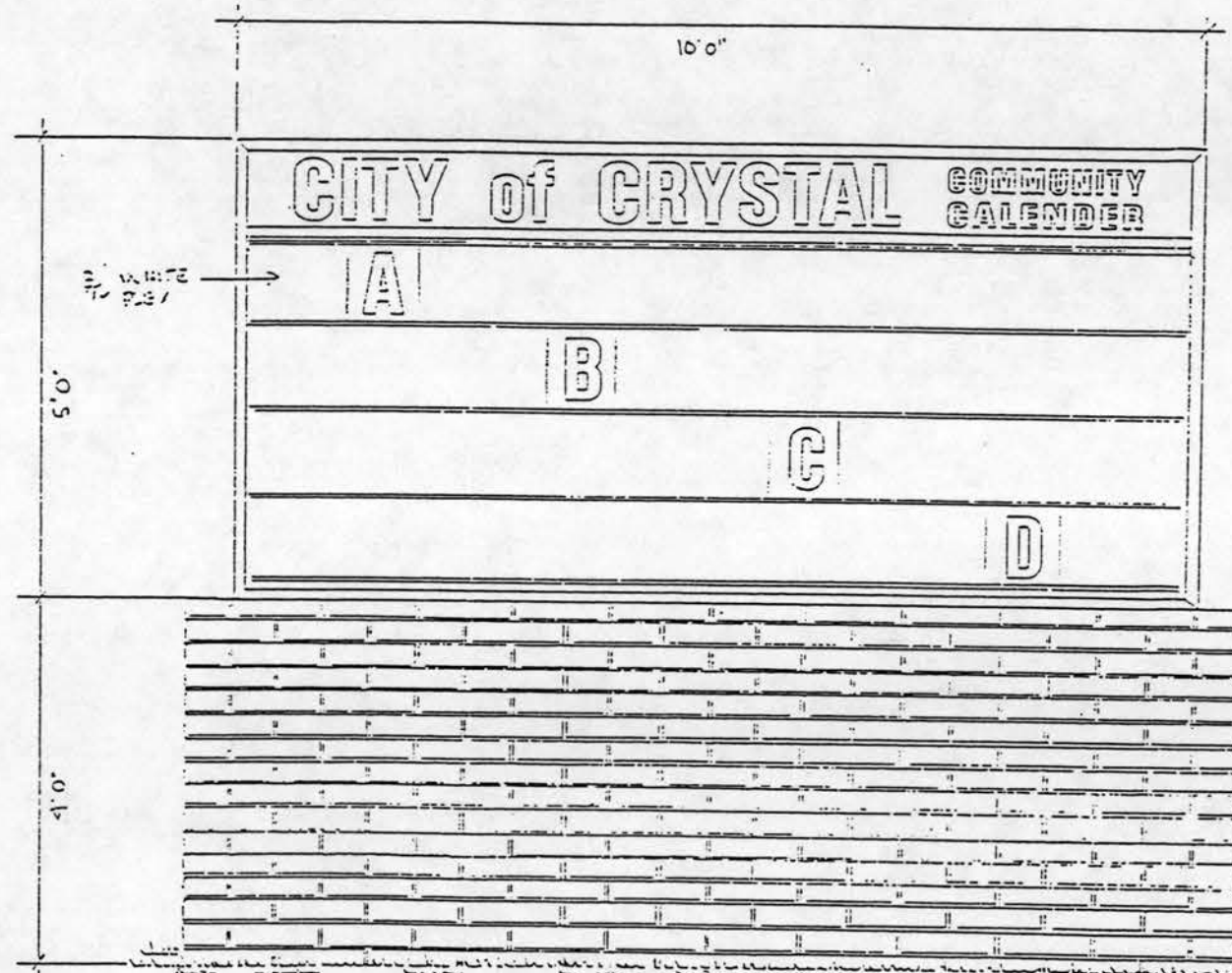
Signature

3-14-91

# CITY OF CRYSTAL





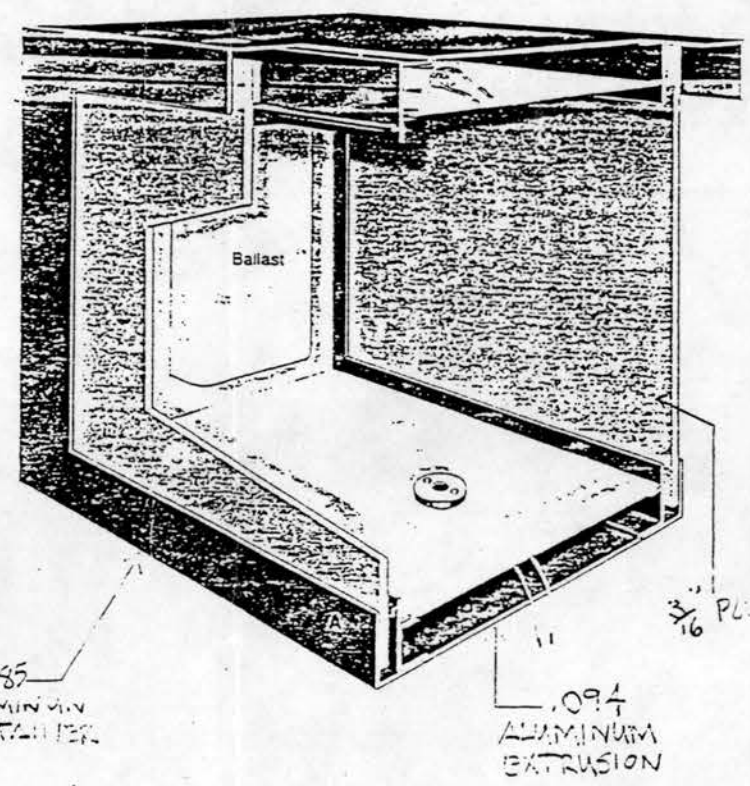


ELECT. (1) EA 20 AMP CIR. 120 V

HEADER FLAT  $\frac{3}{16}$ " LEXAN MATL W/ FIRST SURFACE VINYL COPY.

READER BOARD FLAT  $\frac{3}{16}$ " WHITE PLEX W/ TRACK FOR 8" CHANGABLE COPY.

PROTECTIVE COVER FLAT  $\frac{3}{16}$ " CLEAR LEXAN W/ 1 1/2" F ALUM. RETAINER



5'x10' MONUMENT D/F SIGN / 4 LINES S/COPY

CRYSTAL, MN

Proposal

# Signcrafters

COMPLETE SIGN SERVICE

7775 Main Street N.E. • Minneapolis, Minnesota 55432 • (612) 571-2995 • Fax: (612) 571-3588

PROPOSAL SUBMITTED TO	PHONE	DATE
City of Crystal Park and Recreation	531-0052	March 4, 1991
STREET	JOB NAME	
4800 Douglas Drive		
CITY, STATE AND ZIP CODE	JOB LOCATION	
Crystal, MN 55429		
	SALESMAN	
ATTN: Ed Brandeen	Julie Christopherson	

We hereby submit specifications and estimates for the following:

To provide the following:

A. To provide one double face illuminated 5'x10' readerboard in aluminum cabinet. Header to be .125 aluminum with routed out copy, backed up with 3/16" plexiglass. Readerboard to have plexiglass face and four rows of letter track for 8" letters. Cabinet to contain lexan, solar grade door with continuous piano hinge and extrusion; along with tamper proof lock. to be installed on brick monument brought in by others. Electrical hooked up at sign base brought in by others. Sign to contain both photo cell and timer.

BID PRICE: \$4,210.60

B. Font of 400 8" zip letters for readerboard.

BID PRICE: \$900.00

TOTAL BID PRICE: \$5,110.60 Plus fees for permit and tax if applicable.

We propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

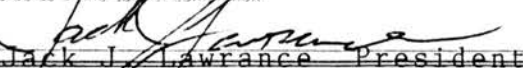
Five Thousand One Hundred Ten Dollars and Sixty cents dollars (\$5,110.60)

Payment to be made as follows:

Pay one half as down payment. (\$2555.30) Balance due upon completion of job and receipt of invoice.

Signcrafters warrants the above material and work as provided for in that separate Sign Warranty agreement. Signcrafters makes no warranty, whether express or implied, including the implied warranty of MERCHANTABILITY which extends beyond the description on the face of the Sign Warranty agreement. In the event of manufacturing defects in material and workmanship, the buyer's exclusive remedy and the seller's sole liability shall be that repair and/or replacement as provided for in the Sign Warranty. Any alteration or deviation from the above specifications involving extra costs will be performed only upon written orders by customer, and will become an extra charge over and above the estimate. Electrical connections will be made at no additional charge if adequate service is provided with no obstructions to within 3 feet of the electrical disconnect switch on the sign, unless otherwise specified in this Agreement. The customer shall carry fire, extended coverage, tornado, liability and other necessary insurance. Signcrafters' employees are fully covered by Workmen's Compensation Insurance. Certificates of Insurance will be provided upon request. Taxes, permit fees, variances and other similar fees are not included in the contract price and will be charged to customers separately and payable upon completion. All balances remaining unpaid after the due date, shall be subject to a late payment charge of 1.5 percent per month on such outstanding balance, said amount to accrue as of the date of completion.

Authorized Signature



Jack J. Lawrence President

Note: This proposal may be

30

withdrawn by us if not accepted within \_\_\_\_\_ day

This agreement is subject to the terms on the reverse side hereof, which are made a part of this agreement.

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. We are authorized to pay for work as specified. Payment will be made as outlined above.

Signature

Date

Date of Acceptance

PROPOSAL NO. \_\_\_\_\_

DATE February 11, 1991

PROPOSAL SUBMITTED TO \_\_\_\_\_

WORK TO BE PERFORMED AT \_\_\_\_\_

NAME <u>City of Crystal</u>	NAME _____
STREET <u>4800 Douglas Drive N.</u>	STREET _____
CITY <u>Crystal, MN 55422-1696</u> STATE _____	CITY _____ STATE _____
CLIENT CONTACT <u>Edward Brandeen</u>	CONTACT AT JOB SITE _____
PHONE # <u>(612) 531-0052</u>	PHONE # _____
FAX # _____	FAX # _____

We hereby propose to furnish all the materials and perform all the labor necessary to complete the project as follows:

D/F monument sign overall 5' x 10'. Top header (11" x 10'). To be routed copy, .125 aluminum backed with 3/16" acrylic. Lower portion (4'-2" x 10'). .080 aluminum cabinet, 3/16" white lexan faces with (4) lines of changable letter track for 8" letters. Includes 250 font of letters. Cover for readerboard of 3/16" clear lexan, top hinge, recessed locks on bottom. Internal lighting. Mount on base by others with anchor bolts, match plate.

ELECTRICAL TO SIGNAGE IS NOT PART OF THIS QUOTE. FINAL ELECTRICAL HOOK UP PROVIDED BY OTHERS. ALL SIGNS WIRED TO UL SPECIFICATIONS.

INVESTMENT \$ 6399.00PERMIT \$ clientTAX \$ tax exemptTOTAL \$ 6399.00

Delivery of signage is based on 6 to 8 weeks from client authorization of manufacturing prints.

INITIAL INVESTMENT \$ 3199.50

All in ground bases are engineered for standard soil conditions. Non-standard conditions, such as: sandy soil, clay soil, rocky terrain, water, etc. which require additional concrete, labor, forming, etc. will be at an additional time and materials investment.

Permit to be obtained by: ☐ Client ☐ Graphic House, Inc.BALANCE DUE UPON RECEIPT OF INVOICE \$ 3199.50

If permit is to be obtained by G.H.I., the hourly fee is based on \$45.00 per hour plus the investment for the permit or variances for the permit.

Graphic House, Incorporated hereby warrants the display against defective workmanship in construction and assembly for 90 days from date of shipment or installation, if installation is made by G.H.I. Additionally, G.H.I. will replace defective components manufactured by others (excluding lamps, ballasts, electrical components) for 90 days from date of shipment or installation by G.H.I., for normal labor and travel charges only. No other warranties or guarantees are expressed or implied.

Any deviation from prints may alter foundation and weaken the structure to the point that it may fall. This structure is engineered to hold only the signage specified. Do not add additional signage to the structure.

Any alteration or deviation from above specifications involving extra investments will be executed only upon authorization, and will become an extra charge over and above the estimate, together with the terms and conditions set forth in the attached Addendum which is incorporated herein in its entirety. All agreements contingent upon strikes, accidents or delays beyond our control. Two percent (2%) interest per month on past due accounts (24% annual). Terms and conditions stated above constitute this agreement.

Note: This proposal may be withdrawn by Graphic House, Inc. if not accepted within 45 days.

CLIENT AUTHORIZATION \_\_\_\_\_ TITLE \_\_\_\_\_

GRAPHIC HOUSE, INC. REPRESENTATIVE  
Mike Johnson 02/11/91

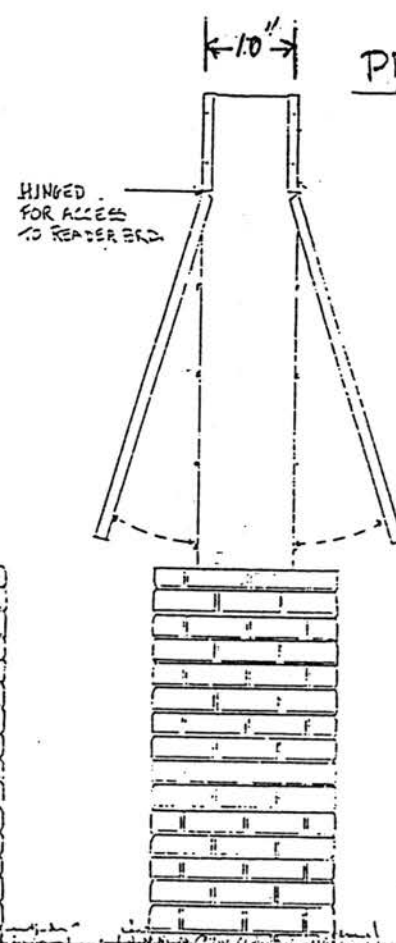
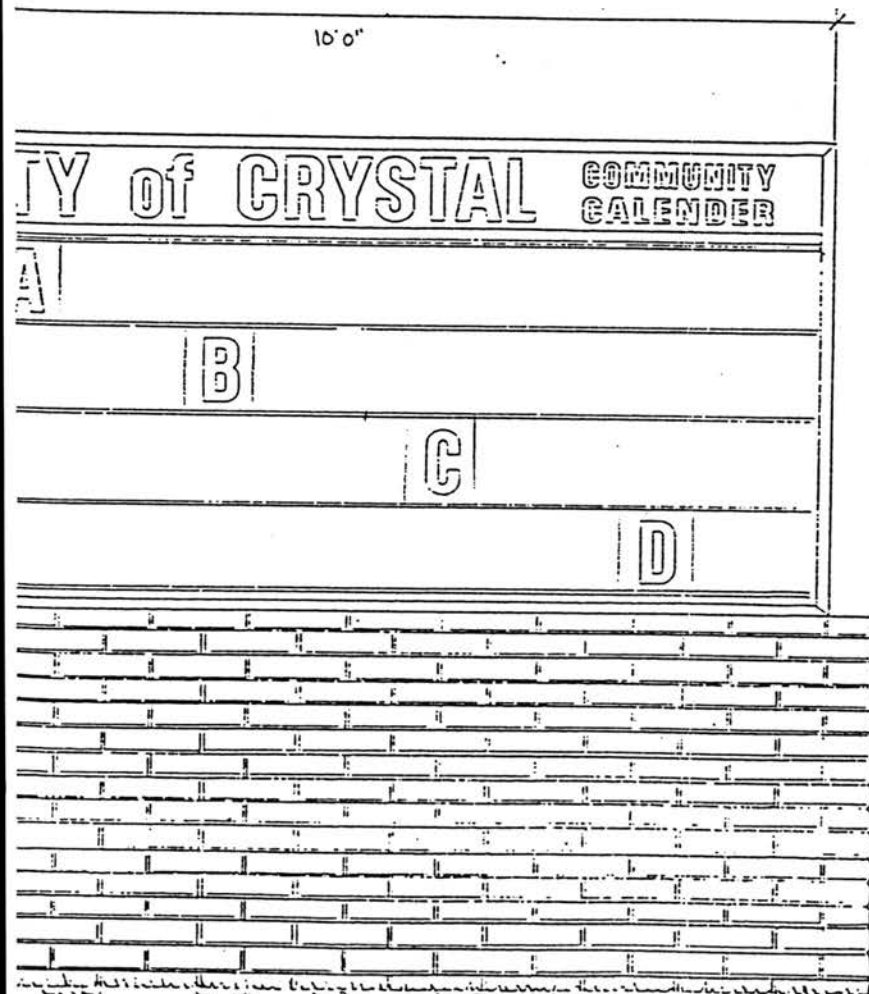
(DATE)

This Proposal shall not obligate Graphic House, Inc. in any way until it is accepted and signed by V.P. of Sales of Graphic House, Inc.

GRAPHIC HOUSE, INCORPORATED

9204 Packer DriveWausau, WI 54401( 715 ) 842-0402

X

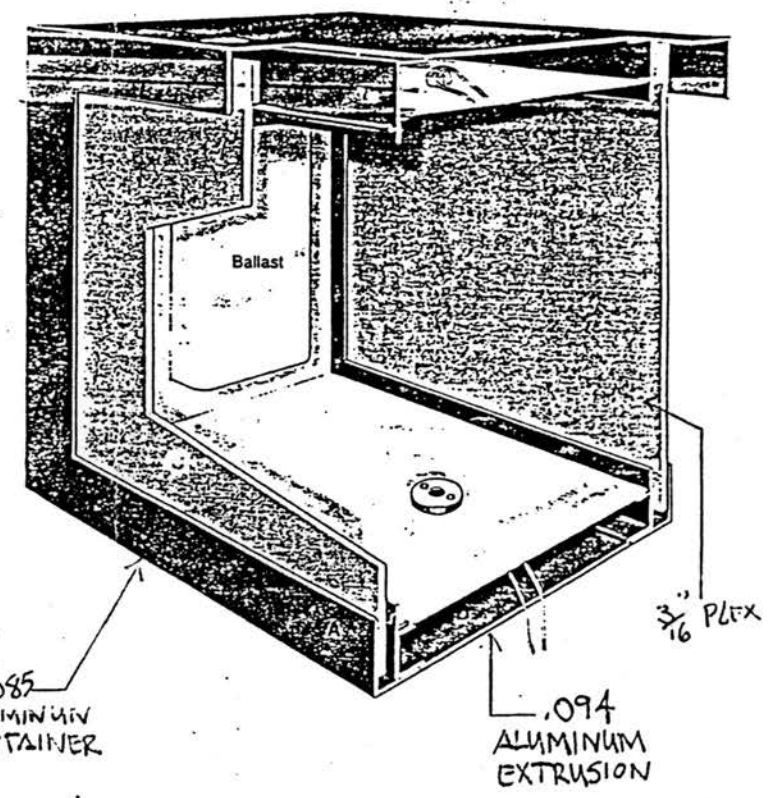


ELECT. (1) EA 20 AMP CIR. 120 V

HEADER FLAT  $\frac{3}{16}$ " LEXAN MATL W/ FIRST SURFACE VINYL COPY.

READER BOARD FLAT  $\frac{3}{16}$ " WHITE PLEX W/ TRACK FOR 8" CHANGABLE COPY.

PROTECTIVE COVER FLAT  $\frac{3}{16}$ " CLEAR LEXAN W/  $1\frac{1}{2}$ " F ALUM. RETAINER



5'X10' MONUMENT D/F SIGN/4 LINES B' COPY

CRYSTAL, MN



## MAYER ELECTRIC CORPORATION

5128 Hanson Court, Minneapolis, MN 55429-3182

(612) 537-9357

Fax 537-2309

March 25, 1991

Mr. Ed Brandeen  
CITY OF CRYSTAL  
4141 Douglas Drive N  
Crystal, MN 55428

RE: Crystal Community Center

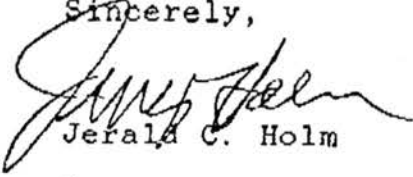
Dear Sir:

In response to your request, we hereby propose to furnish electrical labor and material and permit to trench approximately 200' and install 277V power for the new sign at the Crystal Community Center

FOR THE SUM OF.....\$ 750.00

Please call me for further details regarding this and thanks for calling Mayer Electric!

Sincerely,

  
Jerald C. Holm

JCH/ch

# Proposal

Page No. \_\_\_\_\_ of \_\_\_\_\_ Pages

**CSI ELECTRIC, INC.**  
5241 West Broadway  
MINNEAPOLIS, MINNESOTA 55429  
(612) 533-3344

PROPOSAL SUBMITTED TO <b>City of Crystal</b>		PHONE	DATE <b>3/26/91</b>
STREET		JOB NAME <b>Sign Underground Feed</b>	
CITY, STATE AND ZIP CODE		JOB LOCATION <b>Crystal Community Center</b>	
ARCHITECT <b>Chuck Tostenson</b>	DATE OF PLANS	JOB PHONE <b>537-8424</b>	

We hereby submit specifications and estimates for:

CSI Will furnish and install the following:

1. Approximately 220' of #10 UF direct buried cable;
2. Trench and backfill 20' of trench;
3. Make connection at light pole and sign base only;
4. Supply concrete contractor with PVC sleeve for sign;
5. Not included in our price is any sod restoration or sign wiring other than the base connections.

**We Propose** hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

**SIX HUNDRED DOLLARS AND NO CENTS** dollars (\$ **600.00** ).

Payment to be made as follows:

**Payment in full upon completion**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized  
Signature

*Michael J. Pepek*  
**Michael J. Pepek**

Note: This proposal may be withdrawn by us if not accepted within **30** days.

**Acceptance of Proposal** — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: \_\_\_\_\_


Signature \_\_\_\_\_

Signature \_\_\_\_\_



DATE: March 27, 1991

MEMO TO: Jerry Dulgar, City Manager

FROM: Edward C. Brandeen, Park & Recreation Director 

SUBJECT: Tree Trimming Bids

On Tuesday, March 26, the city opened bids for tree removal and tree trimming for 1991. The city received one bid: Tim's Tree Service from over 20 specifications that were sent out.

I compared the bid of 1991 with the bid of 1990. The increase percentages for 1991 are as follows:

1. Removal of Public Trees (Elm & Oak) - 71% increase
2. Removal of Public Trees (other) - 71% increase
3. Trimming of Public Trees - 15% increase
4. Removal of Private Prop. Trees (Elm & Oak) - 87% increase
5. Removal of Private Prop. Trees (other) - 100% increase

With these kinds of increases, we probably would only be able to do part of our removal and trimming program for 1991. We had included an increase of 10% in our 1991 budget.

Therefore, I would like to recommend that we re-bid this contract. In the meantime, I will talk to other tree services to find out why they did not bid. Also, I want to review our specification with neighboring cities to see if it can be changed to solicit additional bidders.

Tim's comments to me this morning were:

- Fuel increases \$1.10 to \$1.45 (diesel)
- Dumping costs \$2.50 a cubic yd. in 1990 to \$5.00 a cubic yd. in 1991
- Lots of dirty, large trees
- Many trees in the way of power lines
- He dropped the cost of his bid in 1990 because he lost the bid in 1989. Wanted to get back in Crystal but lost money last year.

I feel he is groping for excuses. Our budget will not stand for this kind of increase. Therefore, I again recommend we re-bid the contract for 1991.

Attachment: Bid Prices



21620 County Road 50  
Corcoran, MN 55340  
(612) 420-4546

March 18, 1991

TO: City Councils of Hennepin County  
FROM: Linda Milow, County Fair Secretary  
SUBJECT: Hennepin County "Olde Tyme" Fair

We are planning the Hennepin County "Olde Tyme" Fair for July 25-28 at the Corcoran Lions Park, located at the crossroads of Bass Lake Road and Hwy. 101, in Corcoran. We are hoping for an even bigger and better (and definitely drier!) fair this year.

The fair will again resemble an old fashioned county fair, with a rural setting featuring brightly striped tents, demolition derbies, moto-cross races, live entertainment, exciting midway rides, open class and 4H exhibits, animals, and much more. A competition between mayors of cities in Hennepin County is being planned, reminiscent of early fairs in the County, when mayors of the municipalities competed in a Jalopy Race.

In order to have a successful fair, we really do need your support. Financially, last year was a disaster for us, with 12 inches of rain in one night drastically reducing attendance. We respectfully request a donation from your city to help support your citizens' County Fair.

In addition, we request your cooperation in informing your citizens that, yes, Hennepin County does have a county fair! I am enclosing a release that I urge you to include in your city's newsletters, newspapers, utility billings, etc.

Replies may be made to Linda Milow, Secretary  
21620 County Road 50  
Corcoran, MN 55340  
420-2270

Thank you very much for your cooperation and support. With your help we can make the Hennepin County "Olde Tyme" Fair a huge success.

For immediate release

## HENNEPIN COUNTY FAIR PLANNING, SPACE RENTAL, BEGINS

The Hennepin County "Olde Tyme" Fair will be held July 25 - 28 at the crossroads of Bass Lake Road and Hwy. 101 in Corcoran Lions Park, Corcoran. The fair is patterned after an old fashioned county fair, with a rural setting featuring brightly striped tents, live entertainment, demolition derbies, moto-cross races, exciting midway rides, open class and 4H exhibits, animals, and much more.

Please note that Open class and 4H Entry Day is Wednesday, July 24th, the day before the fair opens!

Individuals, businesses, and groups wishing to rent space at the fair should act now. There is space available inside the large tents and outside. Anyone wishing information on space rental may call Linda, 420-4546.

The Hennepin County Fair is organized by a volunteer group, who is always looking for interested county residents to help out. If you would like to have fun working an hour or several days, if you are interested in exhibiting, or if you would just like further information on the fair, please call 420-4546.

GEN OLSON  
Senator 43rd District  
Room 125  
State Office Building  
St. Paul, MN 55155  
(612) 296-1282

## Senate

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### State of Minnesota

March 13, 1991

Jerry Dulgar, Manager  
4141 Douglas Drive N.  
Crystal, MN 55422

Dear Mr. Dulgar:

We are excited to announce the introduction of legislation in the Minnesota House and Senate to establish the Suburban Hennepin Regional Park District (Hennepin Parks) Board of Commissioners as an all-elected seven-member board with full autonomy to formulate and implement annual budgets for the park district. We are writing to ask you to give your city's formal support to this legislation. We have enclosed a copy of the proposed legislation and a sample resolution expressing municipal support for your council's consideration.

Currently, the Hennepin Parks Board of Commissioners is a seven-member board with five commissioners elected and two commissioners appointed by the Hennepin County Board. The Hennepin County board also has the authority to review and veto the annual park district budget as formulated by the Hennepin Parks Board.

Since Hennepin Parks is a local unit of government empowered to levy property taxes on the citizens of suburban Hennepin County, we believe the Hennepin Parks Board should be fully accountable to those citizens through the democratic election process. We also believe that as an independent local unit of government, Hennepin Parks should have the power to formulate and implement annual budgets for the park district without review or veto by the Hennepin County Board.

Furthermore, one cannot ignore growing public dissatisfaction with controversies surrounding appointments to the Hennepin Parks Board. We believe an independent and democratically elected Hennepin Parks Board is essential to restore and assure public confidence in the board's activities and priorities.

The bill has strong bi-partisan support in both the House and the Senate with Senators Merriam, McGowan, Riveness and Traub and Representatives Segal, Knickerbocker, Garcia, and Limmer joining us as co-authors.

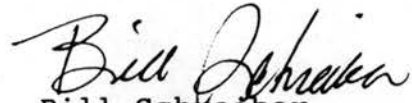
We encourage you to help secure passage of this legislation by approving a supporting resolution at your next council meeting. Dedicated citizens working with us will be in contact with your council to assist in this effort and to assure your support is reported to the Legislature.

Thank you for supporting an independent and democratic Suburban Hennepin Regional Park District Board of Commissioners and for your efforts to improve local government in Hennepin County.

Sincerely,



Gen Olson  
State Senator



Bill Schreiber  
State Representative

GO/ke

**SAMPLE RESOLUTION**

**MUNICIPAL SUPPORT FOR SUBURBAN HENNEPIN PARKS LEGISLATION**

**Whereas**, the Suburban Hennepin Regional Park District is a unit of local government created to develop, manage and maintain the Suburban Hennepin Regional Park system, and is empowered to levy taxes on the property owners of the Suburban Hennepin Regional Park District and plan for the expenditure of property tax revenues for the benefit of the Suburban Hennepin Regional Park system, and;

**Whereas**, an independent and democratically elected Suburban Hennepin Regional Park District Board of Commissioners is essential to assure public confidence in the activities and priorities of the Board of Commissioners,

**Be It Therefore Resolved**, that the City Council of the city of \_\_\_\_\_, on this day, (month) (date), 1991, expresses unqualified support for legislation before the Minnesota Legislature in the 1991 legislative session that would establish the Suburban Hennepin Regional Park District Board of Commissioners as an all-elected seven-member board, with commissioners representing equal size districts within the Suburban Hennepin Regional Park District.

**Be It Further Resolved**, that the City Council of the city of \_\_\_\_\_, on this day, (month) (date), 1991, expresses unqualified support for legislation before the Minnesota Legislature in the 1991 legislative session that allows the Suburban Hennepin Regional Park District Board of Commissioners to formulate and implement annual budgets for the Suburban Hennepin Regional Park District without review or veto of the Hennepin County Board.

**#####**



# Star Tribune

Established 1867

Roger Parkinson Publisher and President

Joel R. Kramer Executive Editor

Tim J. McGuire Managing Editor

Robert J. White Editorial Editor

Friday/February 22/1991

## An all-elected county parks board

The Hennepin County Board's decision to override last fall's election results and put David Dombrowski back on the Suburban Hennepin Parks Board was more than just a slap in the face for voters. It was a slap in the Legislature's face as well. And legislators should not let their 1991 session end without doing something about it.

That something should be to strip the County Board of its power to appoint two Parks Board members to serve alongside the five members directly elected. The Legislature gave county commissioners the appointment authority as a compromise between their desire for full control of the parks system and the public's desire to keep the parks independent of county politics.

The unusual arrangement was considered at the time a reasonable way to balance the interests of county government with the interests of park users. And for several years it worked reasonably well. Elected and appointed board members generally pulled together, even on issues as bitterly controversial as the acquisition of a new park on Lake Minnetonka.

Recently, however, a split developed between elected and appointed members. And when Dombrowski — who had been appointed to the board to fill a vacancy — was defeated in his first try for election, the split exploded into open warfare. Now the board can't even agree on who should serve as permanent chairman.

This is an intolerable situation that the Legislature helped create and therefore has an obligation to correct. But the Legislature has more to do here than just repair its own mistakes. It also has a duty — higher than any other — to uphold the democratic process and the right of the people to decide who should represent them, and who should not.

That right has clearly been violated by the Hennepin County Board's decision to put Dombrowski back into a job from which the voters had ousted him. To make sure that never happens again, the Legislature should make the Suburban Hennepin Parks Board what it ought to have been all along: a body consisting entirely of members elected by and representing the people of suburban Hennepin County.

Senators Olson, McGowan, Riveness, Merriam and Traub introduced--  
S. F. No. 692 Referred to the Committee on Local Government

1 A bill for an act

2 relating to the suburban Hennepin regional park  
3 district; setting the size of the board; removing  
4 powers of the Hennepin county board to review and veto  
5 reserve district budget; amending Minnesota Statutes  
6 1990, sections 383B.68, subdivisions 1, 3, and 4, and  
7 by adding a subdivision; and 383B.73, subdivision 1;  
8 repealing Minnesota Statutes 1990, sections 383B.68,  
9 subdivision 2; and 383B.69.

10 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

11 Section 1. Minnesota Statutes 1990, section 383B.68,  
12 subdivision 1, is amended to read:

13 Subdivision 1. Effective January 1, ~~1983~~ 1993, and  
14 notwithstanding any provision of sections 398.02 to 398.04, or  
15 any other law to the contrary, the board of park district  
16 commissioners of the suburban Hennepin county regional park  
17 reserve district shall consist of seven commissioners ~~appointed~~  
18 ~~or~~ elected as provided in this section.

19 Sec. 2. Minnesota Statutes 1990, section 383B.68,  
20 subdivision 3, is amended to read:

21 Subd. 3. ~~Five~~ Seven park district commissioners shall be  
22 elected as provided in this subdivision to represent those  
23 portions of Hennepin county outside of the city of Minneapolis.  
24 One park district commissioner shall be elected without party  
25 designation from each of the districts established pursuant to  
26 subdivision 4. Elections under this subdivision shall be held  
27 at the same time and in the same manner as elections for the

1 commissioners of the Hennepin county park reserve district shall  
2 divide the territory of Hennepin county outside the city of  
3 Minneapolis into ~~five~~ seven districts, which constitute the  
4 suburban Hennepin county regional park reserve district. Each  
5 district shall be composed of contiguous territory as regular  
6 and compact in form as practicable and as nearly equal in  
7 population as possible, provided that no district shall vary in  
8 population more than ten percent from the average of all the  
9 districts, unless compliance with this requirement requires  
10 division of a voting precinct. After each federal census and by  
11 not later than 120 days before the next ensuing general  
12 election, after at least 30 days notice and public hearing, the  
13 board of park district commissioners of the suburban Hennepin  
14 county regional park reserve district shall redistrict the its  
15 ~~territory of-the-Hennepin-county-park-reserve-district~~ into new  
16 commissioner districts as necessary to comply with the  
17 provisions of this subdivision. The districts established  
18 pursuant to this subdivision shall remain effective until new  
19 districts are established. Any person aggrieved by a  
20 districting plan established pursuant to this subdivision may  
21 challenge the plan in the same manner as a county commissioner  
22 districting plan may be challenged pursuant to section 375.025.  
23 The district court in reviewing any challenge to a districting  
24 plan under this subdivision shall proceed in the manner  
25 prescribed by section 375.025. Each districting plan  
26 established pursuant to this subdivision shall be filed in the  
27 office of the director of finance of Hennepin county or any  
28 successor office and shall be effective 31 days after its  
29 publication in a newspaper of general circulation in the county.

30 Sec. 5. Minnesota Statutes 1990, section 383B.73,  
31 subdivision 1, is amended to read:

32 Subdivision 1. [LEVY.] To provide funds for the purposes  
33 of the suburban Hennepin county regional park reserve district  
34 as set forth in its annual budget, in lieu of the levies  
35 authorized by any other special law for such purposes, the board  
36 of park district commissioners may levy taxes on all the taxable

1 Rules, the revisor shall change the term "Hennepin county park  
2 reserve district" to "suburban Hennepin regional park district"  
3 wherever it appears in sections 383B.68 to 383B.74, except in  
4 section 383B.703.

5 Sec. 7. [REPEALER.]

6 Minnesota Statutes 1990, section 383B.68, subdivision 2;  
7 and 383B.69, are repealed.

8 Sec. 8. [EFFECTIVE DATE.]

9 Sections 1 to 4, 6, and 7 take effect the day after the  
10 suburban Hennepin regional park district board complies with  
11 Minnesota Statutes, section 645.021, subdivision 3. If the  
12 board does not file an approval before August 1, 1991, the  
13 matter shall be submitted for a vote of the people who reside in  
14 the park district at a special election in 1991. The question  
15 proposed shall be:

16 "Shall the suburban Hennepin regional park district board  
17 be changed from a partly appointed to a wholly elected body?

18 Yes .....

19 No ....."

20 If a majority of those voting on the question vote yes, the  
21 act shall be effective for the 1992 election and thereafter.

22 Section 5 takes effect the day after the suburban Hennepin  
23 regional park district board complies with Minnesota Statutes,  
24 section 645.021, subdivision 3.

# V.F.W.



CHARLES R. KNAEBLE POST NO. 494  
5222 56th Avenue, North  
Crystal, Minnesota 55429

March 31, 1991

Attn: Jerry Dulgar  
Crystal City Manager

We are requesting permission from the city council of Crystal to use the art work of the city of Crystal pins.

We would like to incorporate "VFW" at the top and "494" at the bottom, without changing the artwork of the original design of the "logo".

We will also need it to have a new City of Crystal Flag made.

Sincerely,

Lynn D. Miedema  
Commander

P.S.

See attached format.  
This is an enlargement.  
The finished pin would be  
the same size you now  
have.

Lynn





POINT OF SALE INSPECTIONS & RENTAL LICENSING/INSPECTIONSPROPOSED FEES

Single Family Homes	\$65.00
Duplexes, Triplexes	80.00
Multiples	90.00 per building plus \$5 per unit.

PROPOSED BUDGET

	<u>Expenses</u>	<u>Revenues</u>
Inspector*	\$43,779.00	
Clerk**	11,837.00	
Admin. Expenses***	4,000.00	
Point of Sale Inspections		
Single Family		\$19,045.00
Duplexes, Triplexes		560.00
Multiples		240.00
Rental Licensing		
Single Family		\$19,500.00
Duplexes, Triplexes		5,800.00
Multiples		14,540.00
Total	\$59,616.00	\$59,725.00

\* Inspector's Hourly Rate (includes benefits) \$25.00  
 \*\*Clerk's Hourly Rate (includes benefits) 15.00  
 \*\*\*Administrative Costs including printing,  
 training, mileage, etc.

ASSUMPTIONS

Single Family Structure Inspections:

2 hours inspector's time (initial & follow-up inspections)  
1 hour clerk's time

Duplexes, Triplexes Inspections:

2.5 hours inspector's time (initial & follow-up inspections)  
1.3 hours clerk's time

Multiple Family Structure Inspections:

1 hour/building plus 10 minutes per unit  
inspector's time  
1.6 hours clerk's time

1990 Sales - Residential Structures

293 Single Family  
7 Duplexes, Triplexes  
1 Multiples

Rental Units in Crystal

300 Single Family  
73 Duplexes, Triplexes  
59 Multiples (1,8.46 total Units)

M E M O R A N D U M

DATE: March 27, 1991

TO: Jerry Dulgar, City Manager

FROM: Bill Barber, Building Inspector *BB.*  
Anne Norris, Community Development Director *an*

RE: Housing Maintenance Code

As you know, the Planning Commission has been reviewing the draft Housing Maintenance Code. The Commission also held several informational meetings to discuss the point of sale inspections and rental licensing aspects of the Code. At its meeting on March 11, 1991, the Commission recommended approval of the Housing Maintenance Code. On March 12, the Economic Development Authority Advisory Commission also recommended adoption of the Code. Enclosed is the latest draft of the Code; the main elements are:

1. Inspections are required at point of sale for all residential structures; any necessary repairs may be completed by buyer or seller.
2. All rental units are required to be licensed by the City annually.
3. All rental units are required to keep a register of occupancy for each dwelling unit.
4. An appeal process for any property owner who feels they were treated unfairly.

The appeal process outlined in the Code was proposed by the Environmental Quality Commission. The Planning Commission felt this process was too cumbersome and a more expeditious process was necessary. Several of the Commissioners were also concerned by potential costs and time required by creating and staffing an additional board.

The Planning Commission recommended the appeal process occur with City staff and the final decision be at the City Council to allow for prompt resolution of disputes. The Commission recommended any appeals or disputes first be presented to the Housing Official's immediate supervisor and/or the head of the department (Community Development). If no satisfaction occurs at that level, the appeal goes to the City Manager and City Council for final action. The Economic Development Authority Advisory Commission endorsed the Planning Commission's proposed appeal process and also

suggested the Council could create a Board of Appeals at a later date if it determines there is a need for such a body.

Because the Environmental Quality Commission drafted and recommended the appeals portion of the Code, the City Attorney was reluctant to revise that section without Council direction. However, the Attorney did agree that if the Council chooses to have a formal board handle appeals, the Planning Commission (or some other existing commission) could serve in that capacity.

The Planning Commission also recommended that the Housing Maintenance Code program must be self-supporting. The Commission suggested that if possible, Crystal cooperate/contract with adjacent communities to perform the inspections.

A draft fee structure for both the point of sale inspections and rental licensing will be available at the meeting. The inspection fees will be based on estimated time for an average inspection (an initial inspection, one follow-up inspection and time for processing the necessary paperwork). The costs and revenues of both programs will have to be monitored to ensure the programs are self-supporting.

If the Code is adopted, we recommend that several informational meetings be held before the Code is in effect. The purpose of these meetings is to explain the elements of the Code and try to answer any questions about requirements of the Code.

#### RECOMMENDATION

The Environmental Quality Commission, Economic Development Authority Advisory Commission and Planning Commission have all reviewed the Housing Maintenance Code and recommended its adoption. Responses to the community survey completed last year indicated great support for inspections of all dwellings at the time of sale.

The Council should determine what, if any, revisions are necessary to the appeals process.

We recommend adoption of the Housing Maintenance Code.

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

AN ORDINANCE  
RELATING TO HOUSING: LICENSING RENTAL  
HOUSING UNITS: REQUIRING DISCLOSURE AT  
TIME OF SALE: AMENDING CRYSTAL  
CODE, SECTION 425

## THE CITY OF CRYSTAL ORDAINS:

Section 1. Crystal City Code, Section 425 is amended to read:

Section 425 - Housing Maintenance Code

425.01. Short Title. This section may be cited as "The City of Crystal Housing Maintenance Code", or the "Housing Code".

425.03. Policy: Purpose: Intent. Subdivision 1. Policy. It is the policy of the City of Crystal to enhance the supply of safe, sanitary and adequate housing for its citizens and to prevent the deterioration of existing housing in the City.

Subd. 2. Purpose. The purpose of the Housing Maintenance Code is to carry out the policy stated in Subdivision 1 by establishing minimum standards, and procedures for their enforcement consistent with the right to personal privacy, for the protection of life, limb, health, property, safety, and welfare of the general public and the owners and occupants of residential buildings.

Subd. 3. Objectives. The objectives of this Code include, but are not limited to, the following:

- (a) Protection and preservation of the stability and residential character of residential areas in the City.
- (b) The prevention and correction of housing conditions which that adversely affect the life, safety, health and general well being of persons occupying dwellings in the City.
- (c) The establishment of minimum standards for light, ventilation, cooling, heating and sanitary equipment necessary to insure the health and safety of occupants of dwellings.
- (d) The establishment of minimum standards for the maintenance of residential dwellings, both owner occupied and rental dwellings.
- (e) The prevention of the emergence of blighted and deteriorating housing in the City.
- (f) The prevention of overcrowding of rental dwellings.
- (f) (g) The preservation of the value of land and buildings in the City.



Subd. 4. Intent: Relation to the Provisions of City Code. The City Council intends that the Housing Maintenance Code be an integral part of the City's program of health, safety, building, and land use regulation. This Code is to be construed liberally in conjunction with other provisions of the City Code to give effect to the policy, purpose, and objectives of this section, but is not to be construed to modify, amend or otherwise alter the provisions of the City Code relating to health, safety, building or land use regulation.

425.05. Adoption of Uniform Housing Code by Reference. Subdivision 1. Code Adopted. Chapters 4, 5, 6, 7, 8, 9 and 10 of the Uniform Housing Code, 1976 ~~1988~~ Edition (the "Uniform Housing Code") published by the International Conference of Building Officials is, except as modified or amended herein, adopted by reference and is made a part of this Code as if fully set out at length.

Subd. 2. Copy on File. One copy of the Uniform Housing Code, together with a copy of this Code, each marked "Official Copy", shall must be kept on file in the office of the City Clerk and available for public inspection. The Clerk and the Building Inspector shall must keep a reasonable number of additional copies of the Uniform Housing Code and this Code available for use and inspection by the public at reasonable times.

425.07. Definitions. Subdivision 1. General. For purposes of this Code the terms defined in this section have the meanings given them.

Subd. 2. "Dwelling" means a building or a portion of a building designed for residential occupancy: the term includes single family, two family and multiple family dwellings but does not include hotels, motels and boarding houses.

Subd. 3. "Dwelling unit" means (i) a single family dwelling and (ii) a discrete portion of a dwelling designed for occupancy by one family.

Subd. 4. "Common Areas" means halls, corridors, passageways, utility rooms, recreational rooms and extensive landscaped areas, not under the exclusive control of one person or family, in or adjacent to a multiple dwelling.

Subd. 5. "Owner", "owner-operator", or "operator" means any person, firm or corporation who alone or jointly or severally with others is in actual possession of or has charge, care or control of any a dwelling or dwelling unit within in the City as owner, employee or agent of the owner or as trustee or guardian of the estate or the person of the title holder, and such person is bound by the provisions of this Code to the same extent as the owner.

Subd. 6. "Repair" means to restore to a sound acceptable state of operation, serviceability or appearance.

Subd. 7. "Replace" means to remove an existing item or portion of a system and to construct or install a new item of similar or new quality as an existing item when new when repair of the item is impractical.

Subd. 8. "Code" or "this Code" means the Housing Maintenance Code; "City Code" means the Crystal City Code of Ordinances; "Building Code" means Chapter IV of the City Code; "Zoning Code" means the City Code, Appendix I, Section 515.



Subd. 9. "Housing Official" means the City officer or officers in the Department of Protective Inspection and other City departments designated by the City Manager to administer this Code.

Subd. 10. The terms "compliance official" and "corporation counsel" where those terms are used in the Uniform Housing Code mean the City Manager and the City Attorney, respectively.

Subd. 11. Relation to Other Code Definitions. Except as expressly provided in this Code, words, terms, and phrases used in this Code have the meanings given them by the City Code. In cases where conflicting definitions of a word, term, or phrase make its precise meaning unclear in its application to particular facts, the City Manager is authorized to resolve the conflict subject to the provisions of Subsection 425.27 relating to appeals.

425.09. Application. Subdivision 1. General. This Code applies to buildings, their premises, accessory structures thereto, and dwelling units therein, used or designed to be used for human habitation.

Subd. 2. Existing Buildings. A building lawfully existing under the Building Code ~~shall~~ must conform to this Code. A building need not be altered or changed to exceed the requirements of the Building Code in effect at the time of its construction, except in the following cases:

- (a) if the building is altered or enlarged pursuant to the Building Code;
- (b) if the building is moved or relocated; or
- (c) if the building is determined to be unsafe or hazardous by the Building Inspector pursuant to the Building Code or State Law.

Occupancy in buildings lawfully existing under the Building Code may be continued under this Code.

425.11. Duties of Owners and Occupants. Subdivision 1. Sanitation. The occupant of a dwelling or dwelling unit ~~shall~~ must maintain in a clean and sanitary condition that part of the dwelling, dwelling unit and yard ~~which he~~ that the occupant occupies and controls; and ~~shall be~~ is responsible for ~~his~~ the occupant's own misuse of areas and facilities available in common. The owner or operator of a two-family dwelling or multiple dwelling ~~shall~~ must maintain in a clean and sanitary condition the shared or public areas of the dwelling and yard. The occupant of a dwelling unit ~~shall~~ must keep all supplied facilities, including plumbing fixtures and cooking equipment, in a clean and sanitary condition and is responsible for the exercise of reasonable care in their proper use and operation.

Subd. 2. Removal of Waste Matter. The occupant of a dwelling unit ~~shall~~ must dispose of ~~all~~ rubbish, ashes, garbage and other organic waste in a clean and sanitary manner as provided by Section 605 of the City Code. The owner or operator of a multiple dwelling is responsible for the clean and sanitary maintenance of common storage or disposal facilities and ~~shall~~ must dispose of rubbish in a clean and sanitary manner as provided in Section 605 of the City Code.

Subd. 3. Pest Extermination. The occupant of a single dwelling unit is responsible for the extermination of vermin infestations or rodents on the premises. The occupant of a dwelling unit in a building containing more than one dwelling unit is responsible for such

extermination when the dwelling unit is infested. When infestation is caused by the failure of the owner or occupant to maintain a building containing dwelling units in a reasonably rodent-resistant or reasonably vermin-resistant condition, pest extermination is the responsibility of the owner or operator. After extermination, it is the responsibility of the owner or occupant, as the case may be, to correct such maintenance or other problems as designated by appropriate City officials to eliminate the source of the infestation. If infestation exists in two or more dwelling units in any dwelling, or in the shared or public parts of any dwelling containing two or more dwelling units, pest extermination is the responsibility of the owner or operator.

Subd. 4. Heat. The owner or operator of every a building containing two or more dwelling units ~~shall~~ must supply facilities capable of providing adequate heat to every habitable room therein; for purposes of this subdivision "adequate heat" means heat sufficient to maintain a temperature of 65° Farenheit at a height of three feet above the floor in all habitable rooms, bathrooms, and water closet compartments.

Subd. 5. Utilities. Except as otherwise provided by law, ~~no~~ an owner, operator or occupant ~~shall~~ may not cause any service equipment or utility service ~~which that~~ is required pursuant to by this Code to be removed, shut off or discontinued for any occupied dwelling let or occupied by him that person, except for such temporary interruption as may be necessary while actual repairs or alterations are in process or during temporary emergencies.

Subd. 6. Transfer of Responsibility. A contract between owner and operator, operator and occupant, or owner and occupant, with regard to compliance with this Code, does not relieve the owner or operator of any a duty imposed by this Code.

Subd. 7. Notice of Maximum Occupancy. An owner or operator ~~shall~~ must advise the occupant, in writing, by insertion in the lease between the parties or otherwise, of the maximum number of occupants permitted in occupied premises subject to this Code.

425.13. Sale of Property: Certificate of Inspection. Subdivision 1. Application. The owner of a dwelling must, prior to the execution of a document providing for the conveyance of the dwelling, furnish to the prospective buyer thereof, and obtain from the buyer a signed receipt therefor, a copy of a Certificate of Compliance issued by the Housing Official within one year preceding the date of the execution of the document of conveyance.

Subd. 2. Form of Certificate. The Housing Official must issue a Certificate of Compliance to the owner within 15 days after gaining access to the interior of all structures on the subject property when:

- (a) the owner or the owner's authorized agent has applied in writing to the Housing Official, giving consent to such inspection, and the owner or agent has agreed to a time during normal City working hours at which the subject property will be available for inspection, and has paid the inspection fee set forth in Appendix IV; and
- (b) the Housing Official has inspected the structure and grounds and has noted any conditions found during the inspection which are in violation of the City Code.

Subd. 3. Compliance. The Certificate of Compliance must contain a Compliance Order if the Housing Official has determined that the issuance of an order is required. The owner is responsible for the corrections required by the Compliance Order.

Subd. 4. Alternative Procedure; Disclosure. As an alternative to the Certificate of Compliance described in Subdivision 1, the owner of a single or two-family dwelling may provide to a prospective buyer at the date of execution of any document providing for the conveyance of such a building a written disclosure statement on a form provided and completed by the Housing Official, setting forth those conditions in the building which, if not corrected, will constitute a major structural defect or an immediate danger to the health and safety of the occupant, or which if not corrected will constitute a violation of this Code. In such a case, the buyer is presumed to have purchased with notice of such condition and is responsible for the corrective action required by a Compliance Order.

Subd. 5. Certificates: Disclosure Statements: Filing. A copy of the Certificate of Compliance or disclosure statement must be filed with the Housing Official. A prospective buyer may not occupy a dwelling unit that is the subject of a Compliance Order until the filing has been made. If the owner or buyer files an affidavit with the Housing Official setting forth the date by which the corrective action directed by the Compliance Order will be completed, occupancy is permitted pending completion of the corrective action specified in the Compliance Order unless the dwelling unit has been declared unfit for human habitation pursuant to Subsection 425.25.

Subd. 6. Effect of Certificate or Statement. Nothing in the Certificate of Compliance or the disclosure statement described in Subdivision 4 is to be construed as a representation by the City or the Housing Official that the dwelling meets minimum housing and building standards of the City.

Subd. 7. Prohibition. It is unlawful for an owner to convey a dwelling without providing to the buyer a Certificate of Compliance or a disclosure statement as required by this section. This section does not apply to conveyances to a public body, conveyances by a public or court officer in the performance of the officer's duties, or conveyances by a person acting under the direction of court order, except for conveyances ordered by a probate court.

425.15. Administration, Enforcement; Inspection. Subdivision 1. Administration and Enforcement. The City Manager is responsible for the administration and enforcement of this Code and the supervision of the Housing Official.

Subd. 2. Compliance. When the Housing Official determines that there exists in a building or any a portion thereof conditions which that constitute a violation of this Code, he may issue a compliance order setting forth the nature of the violations and ordering the owner or occupant as the case may be to correct the conditions. A compliance order shall:

- (a) be in writing;
- (b) be served personally or by certified mail, or if the address of the owner or occupant cannot be determined, posted in a conspicuous place in or about the building involved;
- (c) describe in specific terms the location and nature of condition in need of correction and the nature of corrective action needed; and
- (d) state that the condition is to be corrected within a reasonable time as set forth in the notice.



~~If upon the expiration of the time for compliance set forth in the notice the required corrective action has not been taken, the Housing Official shall may enforce the order as in the case of violations of the Building Code.~~

the Housing Official may begin enforcement procedures under Subsection 425.25.

425.17. Licensing of Rental Units. Subdivision 1. General Rule. It is unlawful to operate a rental dwelling without first having obtained a license. The license is issued each year and expires on the anniversary date of issuance. An application for license renewal must be filed at least 90 days prior to license expiration date.

Subd. 2. Application. This subsection establishes minimum standards for maintaining rental dwellings, dwelling units, accessory structures and related premises. A building and its premises used in whole or in part as a home or residence, or as an accessory structure thereto, for a single family or person, and a building used in whole or in part as a home or residence of two or more persons or families living in separate units must conform to the requirements of this section without regard to when the building may have been constructed, altered, or repaired. This subsection is intended to provide standards for licensed rental housing and to provide standards to allow resolution of complaints regarding licensed rental housing.

Subd. 3. License. Subdivision 1. Fees. License fees are due 60 days prior to the license expiration date. In the cases of new unlicensed dwellings, license fees are due upon issuance of the certificate of occupancy. In the cases of licensing periods of less than two years, license fees are prorated monthly. License fees are set in Appendix IV.

Subd. 4. Conditions. A delinquency penalty of 5% of the license fee for each day of operation without a valid license will be charged operators of rental dwellings. A license is nontransferable. The license fee is not refundable upon revocation or suspension. The license fee is refundable, prorated monthly, upon proof of transfer of legal control or ownership.

Subd. 5. Licensing Phase-In Policy. Commencing on \_\_\_\_\_, 1991, initial licensing inspections will begin according to inspection areas established by the Housing Official. Rental properties will receive initial inspections to receive licensing no later than \_\_\_\_\_, 1992.

Subd. 6. Application. Subdivision 1. Information. Applications for a license or renewal of a license must be made by the owner of a rental unit. Application forms are filed with the Housing Official. The applicant must supply:

- (a) name, address, and telephone number of dwelling owner, owning partners if a partnership, corporate officers if a corporation;
- (b) name, address and telephone number of designated resident agent, if any;
- (c) name, address and telephone number of vendee, if the dwelling is being sold through a contract for deed;
- (d) legal address of the dwelling;
- (e) number of dwelling units within the dwelling; and
- (f) description of procedure by which tenant inquiries and complaints are to be processed.

Subd. 7. Notice of Change. The licensee must give notice in writing to the Housing Official within five business days after any change of the information in the application. Notice of transfer of ownership is governed by Subdivision 12.

Subd. 8. Resident Agent Required. An operating license will not be issued or renewed for a nonresident owner of rental dwelling units (an owner who does not reside in any of the following Minnesota Counties: Hennepin, Ramsey, Anoka, Carver, Dakota, Scott, or Washington) unless the owner designates in writing the name of a resident agent (an agent who does reside in any of the following Minnesota Counties: Hennepin, Ramsey, Anoka, Carver, Dakota, Scott, or Washington) who is (i) responsible for maintenance and upkeep, (ii) legally constituted and empowered to receive service of notice of violation of the provisions of the City ordinances, to receive orders and to institute remedial action to effect such orders, and (iii) to accept service or process pursuant to law. The Housing Official must be notified in writing by the owner of a change of resident agent.

Subd. 9. Conformance to Laws. An operating license will not be issued or renewed unless the rental dwelling unit and its premises conform to this section, the ordinances of the City and the laws of the State of Minnesota.

Subd. 10. Inspection Condition. An operating license will not be issued or renewed unless the owner of the rental unit agrees in the application to permit inspections pursuant to Subdivision 16.

Subd. 11. Posting of License. The licensee of a building containing three or more dwelling units must conspicuously post the current license in the main entry way or other conspicuous location in a frame with a glass or plastic cover.

Subd. 12. Transfer. The licensee must give notice in writing to the Housing Official within five business days after having legally transferred or otherwise disposed of the effective control of licensed rental dwelling. The notice must include the name and address of the person succeeding to the ownership or control of the rental dwelling or dwellings. For purposes of this subsection the term "effective control" means that control exercised over property by a business proprietor, whether as owner or lessee or by an owner or lessee of other property.

Subd. 13. Occupancy Register Required. The owner of a licensed rental dwelling containing one or more dwelling units must keep a current register of occupancy for each dwelling unit. The register must provide the following information:

- (a) dwelling unit address;
- (b) number of bedrooms in dwelling unit;
- (c) names of adult occupants and number of adults and children (under 18 years of age) currently occupying the dwelling units;
- (d) dates renters occupied and vacated dwelling units;
- (e) a chronological list of complaints and requests for repair by dwelling unit occupants, which complaints and requests are related to the provisions of this section; and

- (f) a similar chronological list of corrections made in response to requests and complaints.

The register must be available for viewing or copying by the Housing Official at reasonable times.

Subd. 14. License Suspension or Revocation. An operating license is subject to suspension or revocation by the Council if the licensed owner fails to operate or maintain licensed rental dwellings and units therein consistent with this section and the law. If an operating license is suspended or revoked by the Council, it is unlawful for the owner to permit new occupancy of vacant rental units until a valid operating license is issued by the Council.

Subd. 15. Enforcement: Inspection Authority. The Housing Official administers and enforces the provisions of this subsection. The Housing Official may inspect on complaint, change in ownership, or otherwise when reason exists to believe that a violation of this subsection has been or is being committed. Inspections must be conducted during reasonable daylight hours. The Housing Official must present evidence of official authority to the occupant in charge of a licensed dwelling unit.

Subd. 16. Inspection Access. If an owner, occupant, or other person in charge of a dwelling unit licensed under this section fails or refuses to permit free access and entry for inspection purposes, the Housing Official may, upon a showing of probable cause, obtain orders from a court of competent jurisdiction for the inspection.

425.19. Minimum Requirements; Implementation Standards; Policies. Subdivision 1. Minimum Requirements. The minimum requirements imposed by this Code include those standards or requirements in effect on the date of the construction of a building subject to this Code. and It is not the intention of this Code to require all buildings to be upgraded to meet all requirements of the present Building Code.

Subd. 2. Implementation Standards. In administering this Code, the Housing Official ~~shall~~ will treat the following as conditions constituting an immediate hazard to health and safety:

- (a) heating systems that are unsafe due to: burned out or rusted out heat exchanges (fire box); burned out or plugged flues; not being vented; being connected with unsafe gas supplies; or being incapable of adequately heating the living space;
- (b) water heaters that are unsafe due to: burned out or rusted out heat exchanges (fire box); burned out, rusted out, or plugged flues; not being vented; being connected with unsafe gas supplies; or lack of temperature and pressure relief valves;
- (c) electrical systems that are unsafe due to: dangerous overloading; damaged or deteriorated equipment; improperly tapped or spliced wiring; exposed uninsulated wires; distribution systems of extension cords or other temporary methods; ungrounded systems; ungrounded appliances in contact with earth;
- (d) plumbing systems that are unsanitary due to: leaking waste systems fixtures and traps; lack of a water closet; lack of washing and bathing facilities; or cross connection of pure water supply with fixtures or sewage lines;



- (e) structural systems, walls, chimneys, ceilings, roofs, foundations, and floor systems, that will not safely carry imposed loads;
- (f) refuse, garbage, human waste, decaying vermin or other dead animals, animal waste, other materials rendering it unsanitary for human occupancy, including lack of light and air;
- (g) infestation of rats, insects, and other vermin.

Subd. 3. Implementation Policies. The City Council ~~shall~~ will, upon recommendation of the City Manager after consultation with the Environmental Quality Commission, adopt by resolution policies and guidelines for the implementation and administration of this Code. These policies and guidelines ~~shall~~ must include, but are not limited to, standards and guidelines relating to:

- (a) procedures for housing inspections;
- (b) proper disposition of information gathered in connection with housing inspections;
- (c) conditional occupancy of housing during periods needed for compliance;
- (d) methods of encouraging the correction of deficiencies by cooperation between owner and proposed and current occupants.

425.21. Reporting: Forms: Records. The Housing Official ~~shall~~ must prepare such forms and certificates ~~as are~~ necessary to carry out the provisions of this Code. ~~He shall~~ The Housing Official must, in cooperation with the City and the Crystal Economic Development Housing and Redevelopment Authority (EDA) staffs, design appropriate systems of accumulating or organizing and cataloging data relating to the condition, adequacy, and availability of residential housing in the City and shall must report on these matters from time to time to the Authority EDA and at its request. The Official's report shall must also contain his recommendations for modifications in the provisions of this Code and its administration.

425.23. Hazardous Conditions: Built-In Deficiencies: Procedure. Subdivision 1. Procedure. ~~When If~~ the Housing Official determines that there exists in any a building a condition which that constitutes an immediate hazard to the health and safety of its occupants, ~~he~~ the official may:

- (a) issue a compliance order requiring immediate compliance if the condition can reasonably be corrected;
- (b) proceed against the building pursuant to applicable state laws relating to hazardous or unsafe structures; or
- (c) recommend that the City Council proceed to correct the condition by abating it as a nuisance under Minnesota Statutes, Section 429.101, and this ~~section shall~~ clause is to be construed as authorizing the imposition and billing of charges for the cost thereof and the assessment of ~~any such~~ unpaid charges against the property on which the building is located in the manner provided by Minnesota Statutes, Section 429.101.

Subd. 2. Built-In Deficiencies. It is hereby determined that certain conditions within existing buildings, lawful at the time of the construction of the building, may not comply with the minimum requirements of this Code. Such conditions are herein referred to as "built-in deficiencies", and the Housing Official, in administering this Code, shall must consider the following built-in deficiencies as being beyond reasonable correction:

- (a) Ceiling Heights: An existing habitable room with less than a 7 seven foot 6 six inch ceiling height.
- (b) Superficial Floor Area: An existing habitable room of less than 90 square feet.
- (c) Natural Light and Ventilation: An existing habitable room with window area less than 10% of the floor area; provided, however, that in no case may the required area of light and ventilation be less than 5% of the floor area.

~~425.25. Appeals: Stay of Compliance Order. Subdivision 1. Procedure. Any A person aggrieved by a compliance order issued pursuant to this Code may appeal the order to the Board of Adjustments and Appeals established by Section 305 \_\_\_\_\_ of the City this Code pursuant to rules and procedures established by the Board pursuant to that section. Except in cases where the compliance order requires immediate compliance, the appeal shall stay stays the effect of the order until determination of the appeal.~~

~~Subd. 2. Action on Appeal. The Board of Adjustments and Appeals may affirm the compliance order or it may modify the order in any particular way and attach such conditions to the order as it deems necessary and reasonable to carry out the policy, purpose and objectives of this Code. The Board may consider evidence as to financial hardship, the availability of governmental grants or loans to the appellant for compliance, or any other mitigating facts presented to it.~~

425.25. Inspections. Subdivision 1. Records. Inspections must be conducted during reasonable hours. The Housing Official must present evidence of authority to the owner or occupant in charge of a dwelling unit. Subject to the provisions of law, the Housing Official must keep evidence, exclusive of the inspection records, discovered or obtained in the course of an inspection confidential.

Subd. 2. Unfit for Human Habitation. A dwelling, dwelling unit or rooming unit or portion thereof that is damaged, decayed, dilapidated, unsanitary, unsafe, vermin or rodent infested or which lacks provision for basic illumination, ventilation or sanitary facilities to the extent that the defects create a hazard to the health, safety or welfare of the occupants or of the public may be declared unfit for human habitation. If a dwelling, dwelling unit or rooming unit has been declared unfit for human habitation, the Housing Official must order the same vacated within a reasonable time and post a placard on same indicating that it is unfit for human habitation. A operating license previously issued for such dwelling will be revoked pursuant to law.

Subd. 3. Correction. It is unlawful for a dwelling, dwelling unit or rooming unit or portion thereof to be used for human habitation until the defective conditions have been corrected and written approval has been issued by the Housing Official. It is unlawful to deface or remove the declaration placard from a dwelling, dwelling unit or rooming unit.

Subd. 4. Secure Unfit and Vacated Dwellings. The owner of a dwelling, dwelling unit, or rooming unit that has been declared unfit for human habitation or that is otherwise vacant for a period of 60 days or more must make the same safe and secure so that it is not

hazardous to the health, safety and welfare of the public and does not constitute a public nuisance. A vacant dwelling open at doors, windows, or wall opening, if unguarded, is deemed to be a hazard to the health, safety and welfare of the public and a public nuisance within the meaning of this Section.

Subd. 5. Hazardous Building Declaration. If a dwelling has been declared unfit for human habitation and the owner has not remedied the defects within a prescribed reasonable time, the dwelling may be declared a hazardous building and may be removed, razed or corrected pursuant to the provisions of Minnesota Statutes, Sections 463.15 to 463.26.

Subd. 6. Compliance Procedure. Subdivision 1. Order. If the Housing Official determines that a rental dwelling, rental dwelling unit or rooming unit or portion thereof is in violation of an order or this Code, the Housing Official may issue a Compliance Order setting forth the violations of such and ordering the owner occupant, operator or agent to correct such violation. The Compliance Order must:

- (a) be in writing;
- (b) describe the location and nature of the violations of this section;
- (c) establish a reasonable time for the correction of the violation and notify the owner of appeal procedures;
- (d) be served upon the owner, the owner's agent, or the occupant, as the case may be: the notice is deemed to be properly served upon owner or agent, or upon any such occupant, if a copy thereof is:
  - (i) served upon the owner or agent; or
  - (ii) sent by registered mail to the owner or agent's last known address; or
  - (iii) upon failure to effect notice through (a) or (b) as set out in this section, service may be made pursuant to Minnesota Statutes, Section 463.17, Subd. 2, which reads as follows:

"Service. This order shall be served upon the owner of record, or his agent if an agent is in charge of the building, and upon the occupying tenant, if there is one, and upon all lien holders of record, in the manner provided for service of a summons in a civil action. If the owner cannot be found, the order shall be served upon them by posting it at the main entrance to the building and by four weeks' publication in the official newspaper of the municipality if it has one, otherwise in a legal newspaper in the county"; or
  - (iv) pursuant to Minnesota Statutes, Section 145.22.

425.27. Appeals. Subdivision 1. Board of Appeals. There is created a Board of Appeals (Board) to hear appeals authorized by this subsection. The Board consists of five members who are residents of the City and are appointed by the Council as follows:

- (a) one member who is actively engaged in the building trades;
- (b) one member who is a real estate agent or real estate broker but who is not an owner of residential rental property;



- (c) one member who is an owner of residential rental property;
- (d) one member who is a tenant in residential rental property; and
- (e) one member who is a homeowner.

Members serve for a term of three years and until their successors are appointed and qualify. The decisions of the Board are advisory to the City Council.

Subd. 2. Right of Appeal. When it is alleged by a person to whom a Compliance Order is directed that the Compliance Order is based upon erroneous interpretation of this Section or upon a misstatement or mistake of fact, that person may appeal the Compliance Order to the Board of Appeals. The Board must forward their recommendation to the City Council. The appeal (i) must be in writing, (ii) must specify the grounds for the appeal, and (iii) must be filed with the Housing Official within five business days after service of the Compliance Order. The filing of an appeal stays proceedings in furtherance of the action appealed from unless such a stay in the judgment of the Housing Official would cause imminent peril to life, health or property.

Subd. 3. Board of Appeal's Decision. Upon at least ten days' notice to the appellant of the time and place for hearing the appeal and within 30 days after the appeal is filed the Board of Appeals must hold a hearing thereon. The Board of Appeals may recommend to the City Council that the order be reversed, modified or affirmed in whole or in part. The Council's disposition of this appeal is final.

Subd. 4. Restrictions on Transfer of Ownership. It is unlawful for the owner of a dwelling, dwelling unit or rooming unit upon whom a Compliance Order has been served to sell, transfer, mortgage or lease or otherwise dispose the dwelling, dwelling unit or rooming unit to another person until the Compliance Order has been complied with, unless the owner furnishes to the grantee, lessee or mortgagee a true copy of any notice of violation or Compliance Order and obtains and possess a receipt of acknowledgement. A person obtaining an interest in the dwelling, dwelling unit or rooming unit who has received notice of the existence of a Compliance Order is bound by the order without further notice and is subject to the penalties and procedures provided by this section.

Subd. 5. Execution of Compliance Orders. Upon failure to comply with a compliance order within the time set therein, and no appeal having been taken, or upon failure to comply with a modified compliance order within the time set therein, the criminal penalty established hereunder notwithstanding, the City Council after due notice to the owner may by resolution cause the cited deficiency to be remedied as set forth in the Compliance Order. The cost of such remedy is a lien against the subject real estate and may be levied and collected as a special assessment in the manner provided by Minnesota Statutes, Chapter 429, for any of the reasons set forth in Section 429.101, Subdivision 1, and specifically for the removal or elimination of public health or safety hazards from private property. The assessment will be payable in a single installment. It is the intent of this section to authorize the City to utilize all of the provisions of Section 429.101 to promote the public's health, safety and general welfare.

425.29. Violations: Penalties. Subdivision 1. General. ~~No person may~~ It is unlawful to erect, construct, enlarge, alter, repair, move, improve, equip, use, occupy or maintain any building or structure within the City contrary to the provisions of this Code.

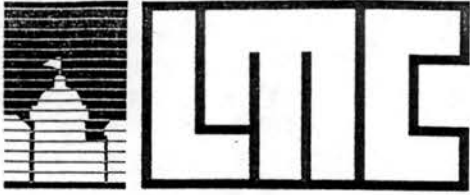
Subd. 2. Non-Compliance. Failure to comply with a lawfully issued compliance order is a violation of this Code.

Sec. 2. This ordinance is effective on \_\_\_\_\_, 1991. Subsection 425.13 is effective on \_\_\_\_\_, 1991; Subsection 425.17 is effective on \_\_\_\_\_, 1991.

\_\_\_\_\_  
Mayor

Attest:

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



League of Minnesota Cities

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

---

March 15, 1991

TO: City Representatives of Cities with Local Police  
or Paid Fire Relief Associations or Those Which  
Have Consolidated Into PERA

FROM: Stan Peskar  
General Counsel

RE: Sample Resolution

Enclosed is a sample resolution that you may want to use as a starting point to take an official city position on this issue. When you talk to your legislator be sure to emphasize the need for him/her to actively lobby the Legislative Commission on Pensions and Retirement and the leadership in opposition to the 13th check.

SGP:md  
Enc.



RESOLUTION NO. 91-

RESOLUTION IN OPPOSITION TO DOUBLE PENSION  
COST OF LIVING MECHANISMS (13TH CHECK)

WHEREAS, H.F. No. 127/S.F. No. 370, have been introduced and would authorize investment related post-retirement adjustments in addition to annual existing costs of living adjustments for local police and paid firefighter relief associations; and

WHEREAS, the City of Crystal Police Pension Fund is only funded 83.5 percent; and

WHEREAS, the City of Crystal is already contributing an extraordinary amount being 22.98 percent of salary for the members of the local police fund as compared to 12 percent for officers currently in the PERA Police and Fire Fund; and

WHEREAS, claims that these and similar proposals, if passed, will reduce city's costs, measure only short-term financial demands and do not compare short- and long-term city contribution rates for proposals to adopt alternative actuarial assumptions with no benefit increase involved; and

WHEREAS, the current budgetary crisis of the State of Minnesota demonstrates that the City of Crystal will be faced with the prospect of long-term revenue shortfalls; and thus short-term expenditure shifts with later increases will only exacerbate city financial problems.

NOW, THEREFORE, RESOLVED by unanimous vote of its governing body, the City of Crystal hereby expresses its opposition to H.F. 127 and S.F. 370 and other similar proposals to provide additional benefits to retirees of local funds based upon investment performance of the funds assets while escalation remains in effect.

BE IT FURTHER RESOLVED, that Senator Ember Reighgott and Representatives Ann Rest and Lyndon Carlson are urged to convey the city's position to the members of the Legislative Commission on Pensions and Retirement and to the leadership of each House and to vigorously resist all such local pension changes which will add to the short-term or long-term costs of the City of Crystal.

The Clerk is instructed to transmit a certified copy of this resolution to members of the city's legislative delegation and to the League of Minnesota Cities.

Adopted by the City Council this 2nd day of April, 1991.

ATTEST:

\_\_\_\_\_  
Mayor

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

MEMORANDUM

TO: Jerry Dulgar, City Manager

FROM: Jessie Hart, Assistant Finance Director

DATE: March 28, 1991

SUBJECT: Resolutions Authorizing Use of Gambling Money

During 1990, Ray Dahl was given the go ahead to begin compiling information regarding the history of Crystal. Ray is doing most of this on his own. The cost for getting some of the information, such as reprints of old pictures, was paid for out of the PIR Part B during 1990 and amounted to \$671.48.

It is felt that this history project should continue while he has access to these pictures and other information from the senior citizens and residents of Crystal.

I have attached two resolutions, the first authorizing the PIR Part B to be reimbursed, from gambling contributions, the amount that was inappropriately expended during 1990.

The second resolution would allow a budget of \$1,000 to continue the project into 1991. This funding would also be taken from the gambling contributions in the Charitable Contributions Fund.

I am asking that you present these two resolutions to the City Council for approval at the April 2, 1991.

RESOLUTION NO. 91-

RESOLUTION DISBURSING FUNDS FROM THE CHARITABLE  
CONTRIBUTIONS FUND TO REIMBURSE THE PERMANENT IMPROVEMENT  
REVOLVING FUND, PART B FOR THE CRYSTAL HISTORY PROJECT

BE IT RESOLVED, by the Crystal City Council as follows:

WHEREAS, an employee has offered his time and services  
to compile information on the History of Crystal; and

WHEREAS, monies had been expended during 1990 out of  
the Permanent Improvement Revolving Fund, Part B in the  
amount of \$671.48; and

WHEREAS, the Crystal City Council believes that  
financing this project is within the interests of the  
community;

NOW, THEREFORE, BE IT RESOLVED that the Crystal City  
Council authorizes the transfer of \$671.48 from the  
Charitable Contribution Fund to the Permanent Improvement  
Revolving Fund, Part B for reimbursement of costs incurred  
for the Crystal History Project.

By roll call and voting aye:

Motion carried, resolution declared passed.

---

Mayor

ATTEST:

---

City Clerk

Adopted by the Crystal City Council April 2, 1991.

RESOLUTION NO. 91-

RESOLUTION DISBURSING FUNDS FROM THE CHARITABLE  
CONTRIBUTIONS FUND FOR THE CRYSTAL HISTORY PROJECT

BE IT RESOLVED, by the Crystal City Council as follows:

WHEREAS, an employee has continued to offer his time and services to compile information on the History of Crystal; and

WHEREAS, the Crystal City Council continues to believe that financing this project is within the interests of the community;

NOW, THEREFORE, BE IT RESOLVED that the Crystal City Council authorizes the use of up \$1,000 from the Charitable Contribution Fund to continue the Crystal History Project.

By roll call and voting aye:

Motion carried, resolution declared passed.

\_\_\_\_\_  
Mayor

ATTEST:

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

Adopted by the Crystal City Council April 2, 1991.

DATE: April 1, 1991  
MEMO TO: Jerry Dulgar, City Manager  
FROM: Darlene George, City Clerk *Darlene file*  
SUBJECT: Reappointment of Charter Commission Members

I received a call this afternoon from the City Attorney asking that the above referenced item be placed on the council agenda.

The current Charter Commission members were asked at the last Charter Commission meeting whether or not they wished to be reappointed for another term. All commission members indicated they wished to be reappointed.

Council action would be a recommendation to the Hennepin County District Judge to reappoint the existing membership for an additional four year term expiring May 15, 1995. Such a motion has been placed on the council agenda for council's consideration.

If you have any questions regarding this item contact me.

Thank you.

kg

(4-year terms)

CHARTER COMMISSION  
CITY OF CRYSTAL

<u>Name</u>	<u>Address</u>	<u>Date Appointed</u>	<u>Phone #</u>	<u>Term Expires</u>
1. John T. Irving (Chair)	7020 - 45th Place 55428	05-15-87	537-4254	05-15-91
2. James R. Cook	4538 Douglas Dr. 55422	05-15-87	533-8416	05-15-91
3. Peter E. Meintsma	6709 - 46th Ave. N. 55428	05-15-87	533-4241	05-15-91
4. Harold E. Homan	5500 Douglas Dr. #201 55429	05-15-87	537-6273	05-15-91
5. Betty Rood	5260 Louisiana 55428	05-15-87	533-9177	05-15-91
6. Barbara J. Nemer	3449 Yates Ave. N. 55422	05-15-87	537-4997	05-15-91
7. Sharon R. Garber	3442 Florida Ave. 55427	05-15-87	533-0604	05-15-91
8. David B. Anderson	2949 Hampshire 55427	05-15-87	544-7195	05-15-91
9. Paulette Magnuson	3159 Jersey Ave. N. 55427	05-15-87	546-5046	05-15-91
10. John R. Schaaf	4908 Quail Ave. N. 55429	05-15-87	535-3962	05-15-91
11. E. Gary Joselyn	4068 Hampshire 55427	11-07-90	533-9659	05-15-91
12. Francis G. Feyereisen	3411 Yates Ave. N. 55427	05-15-87	533-8409	05-15-91
13. Herman J. Elsen	5419 Maryland 55428	05-15-87	537-8595	05-15-91
14. John W. Hawk	5657 Nevada Ave. N. 55428	05-15-87	537-8352	05-15-91
15. Milton G. Dunham	5909 - 29th Place 55422	03-03-89	593-1572	05-15-91





CITY OF SAINT PAUL  
OFFICE OF THE CITY COUNCIL

March 28, 1991

Dear Friend:

We are writing to enlist your support and help in a statewide, grass roots taxpayers' petition effort to preserve local property tax relief programs for cities, counties and townships and their taxpayers.

The attached resolution states the unanimous position of the Saint Paul City Council in support of maintaining property tax relief programs by constitutionally dedicating one-third of the state's 6% sales tax to provide such ongoing property tax relief to taxpayers.

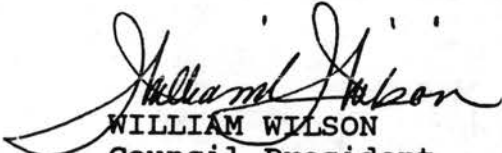
As you may know, Governor Carlson has proposed elimination of the Homestead Credit (now called the Homestead and Agricultural Credit Aid or HACA), drastic cuts in Local Government Aid (LGA), and major increases in property taxes on low and moderate value homes. The combination of the Governor's property tax increase proposals would result in huge property tax increases for most homeowners and businesses around the state, even if local government spending cuts and service reductions are made. In Saint Paul alone, the Governor's proposal would increase property taxes 128% from \$874 to \$1,992 on an average value \$70,000 home.

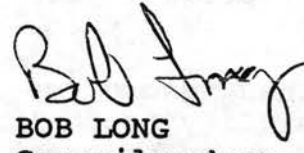
We are asking you to join with a statewide, grass roots coalition of citizens groups, including the Minnesota Police Chiefs Association, the Minnesota Fire Chiefs Association, the Minnesota Nurses Association, the Minnesota Hospitals Associations, the Minnesota Seniors Federation, the Minnesota Libraries Association, and the Urban League, and work within your organization and network of friends and supporters to gather signatures on the enclosed "Taxpayers' Petition to Governor Carlson". The work must be done fast because the Legislature will make major decisions on the Governor's proposal in April. We would ask that you gather as many signatures as you can by April 15 and return your signed petitions to Gerry Strathman, Council Research Director, 730 City Hall, Saint Paul, MN 55102 (Phone 298-4164).

The proposal called for in the petition would generate approximately \$620 million (in 1990 dollars) for on-going property tax relief to local taxpayers. It would keep the promises made by the State of MN in 1967 when the 3% sales tax was adopted and the proceeds were promised to be returned to

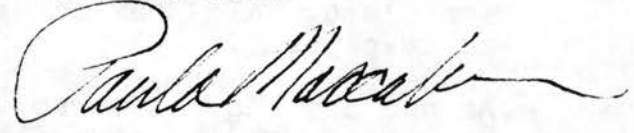
taxpayers for local property tax relief programs, not for new state spending. You can help keep your property taxes from increasing drastically and help avoid possible drastic cuts in important services such as libraries, recreation centers, police and fire protection and a variety of human service programs by getting involved in this "Taxpayers" petition drive. We look forward to hearing from you soon.

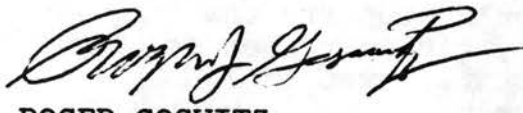
Best regards,

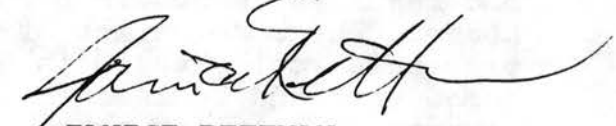
  
WILLIAM WILSON  
Council President

  
BOB LONG  
Councilmember

  
TOM DIMOND  
Councilmember

  
PAULA MACCABEE  
Councilmember

  
ROGER GOSWITZ  
Councilmember

  
JANICE RETTMAN  
Councilmember

BL/ja

Enc.

ORIGINAL

Council File # 91-597

Green Sheet # \_\_\_\_\_

RESOLUTION  
CITY OF SAINT PAUL, MINNESOTA

Presented By Billy J. Jorgensen

Referred To Paula M. Jorgensen

Committee: \_\_\_\_\_

Date: William J. Jorgensen

1 A RESOLUTION URGING GOVERNOR CARLSON TO "KEEP THE STATE'S PROMISE AND  
2 GIVE PROPERTY TAXPAYERS BACK THEIR MONEY".

3  
4 WHEREAS, Governor's Arne Carlson's budget proposal calls for cutting more than \$600 million in  
5 local property tax relief funds from the State Budget; and

6  
7 WHEREAS, the Governor's budget proposal would increase property taxes over \$1,100, or 128% on  
8 an averaged valued \$70,000 home in Saint Paul, from \$874 to \$1,992; and

9  
10 WHEREAS, these drastic increases in property taxes could be avoided if one-third of the State's  
11 6% Sales Tax were dedicated to provide ongoing property tax relief for property taxpayers; and

12  
13 WHEREAS, a 3% State sales tax was first enacted by the State Legislature in 1967 with the  
14 promise to the voters that the money would be returned to them in the form of lower property taxes  
15 made possible through property tax relief programs for local property taxpayers; and

16  
17 WHEREAS, Governor Carlson has now proposed to break that promise by the State and eliminate  
18 the Homestead Credit (now called HACA) and Local Government Aid (LGA); now, therefore, be  
19 it

20  
21 RESOLVED, That the Saint Paul City Council hereby urges Governor Carlson to keep the State's  
22 promise and give property taxpayers back their sales tax money by requesting the Legislature to  
23 constitutionally dedicate one-third of the State's sales tax to provide property tax relief for local  
24 property taxpayers; and be it

25  
26 FURTHER RESOLVED, that the Saint Paul City Council hereby urges people in Saint Paul and  
27 around the State to sign the attached citizen's petition requesting that their sales tax money be  
28 returned to them to hold down property taxes, as was promised by the State.

	Yeas	Nays	Absent
Dimond	/		
Goswitz	/		
Long	/		
Maccabee	/		
Rettman	/		
Thune	/		
Wilson	/		
	6	0	

Adopted by Council: Date MAR 28 1991

Adoption Certified by Council Secretary

By: William J. Jorgensen

Approved by Mayor: Date MAR 28 1991

By: James H. Jorgensen

Requested by Department of: \_\_\_\_\_

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

Form Approved by City Attorney

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

Approved by Mayor for Submission to  
Council

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

*Property Taxpayers Petition to Governor Carlson:*

**GIVE US BACK OUR MONEY**

---

*We the undersigned ask that Governor Carlson keep the State's promise and give us back our sales tax money to hold down property taxes by requesting the State Legislature to constitutionally dedicate one third of the State's 6% sales tax to provide ongoing property tax relief to cities, counties, townships and their taxpayers.*

	<i>Name (please print)</i>	<i>Address</i>	<i>Phone</i>
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			

PARK AND RECREATION ADVISORY COMMISSION

Agenda

April 3, 1991

\*\*\*\*\*  
\* Committee Meetings - 6:15 p.m. \*  
\* 1. Long-Range Planning \*  
\* 2. Public Relations \*  
\*\*\*\*\*

1. Call meeting to order 7:00 p.m.
2. Approval of minutes
3. Review monthly report
4. Report from Chairperson
5. Hear Paula Kowalke re: Honored Seniors program
6. Review Frolics Committee meeting - Liz
7. Discussion of policies and objectives of park comprehensive plan
8. Discussion of Adopt-a-Park program
9. Review and continue discussion on fees and programming for department in lieu of state aid reductions
10. Review of upcoming meeting with Brooklyn Center and Robbinsdale re: Twin Lake trailway and environmental center
11. Update on marketing efforts for pool/waterslide
12. Other business
13. Adjournment



MINUTES OF THE ENVIRONMENTAL QUALITY COMMISSION  
OF CRYSTAL, MINNESOTA  
FEBRUARY 21, 1991  
7:30 P.M.

The Chair called to the meeting to order at 7:33 P.M., recognizing a quorum. Those members present were: Mike Culhane, Jerry Farrell, Gail Gove, Mary Pat Hanauska, Phyllis Isaacson, Beth Jarvis, Larry Lemanski, Bill Leonard, Lerry Teslow, and Julie Jones (Staff Liaison).

Those members absent were: Diane Christopher and Gary Joselyn (Council Liaison).

The Chair noted a spelling correction on Page 2 of the January meeting minutes, where it should have been stated that there was "no" other business. Mary Pat Hanauska moved to approve the January 17, 1991, meeting minutes, as corrected. Lerry Teslow seconded the motion. Motion Carried.

The Chair called upon Julie Jones to inform the Commission members of the status of the resolution relating to licensing of asbestos contractors. Ms. Jones explained staff's decision to postpone sending the resolution to the City Council until attempts to negotiate a solution with the Minnesota Department of Health had been further pursued. She read a draft form of a letter addressed to Michael Finn, the Assistant Commissioner of Health. Mary Pat Hanauska suggested adding a sentence to the letter which asks "What measures have occurred to prevent this from happening again?". Jerry Farrell suggested copying the letter to various legislators. It was the consensus of the Commission to send the letter, keeping other options open if a satisfactory response is not received from the Department of Health.

The Chair then requested the Commission members to continue their discussion of long-range planning for the Commission. The Commission members diverted their discussion towards the SCOPE Report.

The Chair then suggested that the Commission move ahead on the agenda to the SCOPE Report and then return to long-range planning later. However, Phyllis Isaacson asked to present her report regarding the Environmental Cities Coalition before discussing the SCOPE Report.

Phyllis Isaacson reported that the City of Crystal must pass a resolution and designate a liaison to attend the Environmental Cities Coalition meetings. She explained that this liaison can be either a staff person or a Council-member. According to her sources, there is no obligation for the City to approve Coalition activities or pay dues to



the coalition. She reported that she will be getting copies of minutes of past Coalition meetings.

Phyllis Isaacson moved to forward a resolution to the City Council, based on a sample resolution provided by the City of St. Paul, which states that the City of Crystal should join the Environmental Cities Coalition. Bill Leonard seconded the motion. Discussion followed. Motion Carried.

The Commission members agreed that they would like to see Council member Pauline Langsdorf appointed as the Crystal liaison to the Environmental Cities Coalition. Staff was requested to contact Pauline Langsdorf, inquiring about her interest in being appointed liaison, and if she is, recommend her for appointment to the City Manager.

The Commission members then discussed the final report of the Governor's Select Committee on Packaging and the Environment (SCOPE). Julie Jones reported on a presentation at a recent Association of Recycling Manager's meeting by Susan Schmidt of the Minnesota Project, regarding the SCOPE final report. She explained that the report is now being drafted into bill form. The general response of the Environmental Quality Commission members was disappointment with the weak requirements of the report. Mary Pat Hanauska suggested that everyone contact their legislators, voicing their disappointment with the recommendations of the SCOPE committee. The Chair suggested that another option would be for Commission members to attend a March 2nd Town Meeting and express their disapproval with the SCOPE Report at that time.

The Commission members then returned to the discussion of long-range planning. The Commission members then diverted from the subject to talking about installing sidewalks, curb and gutter, and street lights in the City of Crystal.

Mary Pat Hanauska noted that the list of long-range planning items developed at the previous meeting did not include any reference of education regarding proper use of pesticides and herbicides. She suggested adding this item to the list of long-range planning projects. Phyllis Isaacson moved that the Environmental Quality Commission set up a special subcommittee or hold a special meeting of the entire Commission to develop newsletter articles for future City newsletters. Larry Lemanski seconded the motion.

Motion carried.

It was decided to hold a special meeting for all member who can attend on Thursday, March 7, 1991, at 7:00 P.M., for the purpose of developing newsletter articles.

The Chair also felt that it would be important to address the water pollution problems at Twin Lake in the Commission's list of long-range planning projects. It was

decided to address this issue at the next regular meeting, if possible, by having a representative of the Twin Lake Property Owners Association attend to explain their problems.

The Commission members then prioritized the list of long-range planning projects as follows:

Top priority projects:

- Contact Park & Recreation Commission regarding golf course idea
- Community environmental awareness education (City News-letter insert Cable TV, Community Center display, library, elementary school programs)
- Twin Lake cleanup

Mid priorities were:

- investigate possibility of bike path connection to Minneapolis
- adopt a park program (joint project with Park & Rec Commission)

Last priorities were:

- Study of light-rail transit

The Commission members then discussed plans for an Environmental Awareness Day. It was decided that the best option presented in the report of available dates at the Community Center by Julie Jones was to pursue holding a joint event at the Crystal Community Center on October 19, 1991, with the Human Relations Commission's Human Relations Day. It was suggested that the Chair contact the Chair of the Human Relations Commission with this suggestion to obtain their reaction.

The Commission members discussed scheduling a tour of the Waste Water Treatment Facility in Eagan. Staff was asked to contact Councilmember Pauline Langsdorf, to find out if the plant is currently operational, and inquire about the possibility of touring the facility on June 20, 1991.

The Chair then declared that it was time for the annual election of officers. She explained that office positions are Chair, Vice Chair and Secretary Designee. Existing officers were noted as:

Chair - Beth Jarvis  
Vice Chair - Gail Gove  
Secretary Designee - Julie Jones

The Chair asked for nominations to the position of Chair. Larry Lemanski nominated Beth Jarvis to the position of Chair. There were no other nominations. Beth Jarvis was unanimously voted into the office of Chair.

The Chair then asked for nominations to the position of Vice Chair. Lerry Teslow moved to nominate Gail Gove to the position of Vice Chair. Concerned about having two women officers, Phyllis Isaacson nominated Jerry Farrell to the position of Vice Chair. Gail Gove asked to be removed as a candidate for the position of Vice Chair. Since there were no other nominations, the Chair declared the nominations closed. Jerry Farrell was unanimously voted into the position of Vice Chair.

Under Other Business, Julie Jones noted that a summary of the public hearings on the Metropolitan Council's Solid Waste Plan had been inadvertently omitted from the meeting packet. The Chair read a copy of the summary to the Commission members, which had been presented to the Commission by Councilmember Pauline Langsdorf for their information.

Julie Jones also explained a recent resolution approved by the Crystal City Council, allowing the City staff to purchase styrofoam cups. She explained that the environmental debate between the use of paper and styrofoam cups resulted when the Finance Director discovered that paper cups cost six times more than styrofoam cups. Ms. Jones explained that by studying the issue further, it was discovered that styrofoam is actually an environmentally superior product over the paper cup alternative. She explained that she could provide further information to the Commission at a later date if they wish to review it.

The Chair reminded all Commission members of the Appreciation Dinner on Thursday, February 28, 1991. She also reminded the Commission members of the March 2, 1991, Town Meeting and the March 26, 1991, Community Forum.

Since there was no other business, Mary Pat Hanauska moved to adjourn the meeting. Jerry Farrell seconded the motion. The meeting adjourned at 10:00 P.M.

JJ:jt

**HENNEPIN RECYCLING GROUP  
MEETING MINUTES**

February 21, 1991  
3:00 P.M.

Crystal City Hall  
4141 Douglas Drive

**CALL TO ORDER**

The Hennepin Recycling Group meeting was called to order by Secretary/Treasurer Donahue at 3:07 P.M.

**ROLL CALL**

Present: Director Dan Donahue and Director Gerald Splinter.

Absent: Chairman Jerry Dulgar.

Staff Members present: Julie Jones, HRG Administrator and Mike Barone, HRG Administrative Intern.

**APPROVAL OF MINUTES**

It was approved by Director Splinter and seconded by Director Donahue to approve the January 17, 1991, meeting minutes as submitted. Motion Carried.

**1990 HENNEPIN COUNTY FINAL REPORT**

The Board members then considered the 1990 Hennepin County Final Grant Request Report as submitted by staff at the meeting. Julie Jones explained that 1990 HRG expenses were approximately \$150,000 less than projected in the 1990 County Grant Proposal. Director Splinter moved to approve the 1990 Hennepin County Final Grant Report as submitted. Director Donahue seconded the motion. Motion Carried.

**1991 SOLID WASTE MANAGEMENT AGREEMENT**

Julie Jones explained that the HRG will need to approve the 1991 Solid Waste Management Agreement with Hennepin County before they will be allowed to receive funding reimbursements in 1991. Director Splinter moved to approve the 1991 Solid Waste Management Agreement with Hennepin County. Director Donahue seconded the motion. Motion Carried.

Director Splinter directed staff to investigate the possibility of BFI providing more accurate monthly participation figures for the Curbside Program.

**1991 RECYCLING PROGRAM EXPENSES**

Julie Jones explained that Hennepin County has requested each city to submit a Summary of Municipal Funding for 1991



Recycling Program Expenses. The County staff explained that the purpose of the summary is to verify what expenses are not covered by the Hennepin County Funding Policy. Ms. Jones explained that the expense summary shows potential expenses the HRG could incur if pending statewide legislation is passed requiring organized collection in 1991. Director Splinter moved to approve the summary of municipal funding for 1991 Recycling Program Expenses, as submitted. Director Donahue seconded the motion. Motion Carried.

#### **SOLID WASTE REDUCTION PLAN**

Mike Barone explained the Solid Waste Reduction Plan presented to the Board members, explaining that Hennepin County is requiring each city to approve a Solid Waste Reduction Plan in order qualify for funding reimbursement in 1991. Director Splinter moved to direct staff to review the draft plan with the appropriate New Hope and Brooklyn Center staff people to clarify individual differences and then draft an individualized plan for each of the three HRG cities. Director Donahue seconded the motion.

Motion Carried.

#### **APARTMENT OWNER RECYCLING LETTER**

Julie Jones requested the Board members to review a draft letter, which had been developed for the purpose of notifying all HRG area apartment owners of the upcoming July 1, 1991, County recycling deadline. Upon review of the letter submitted at the meeting, Director Splinter moved to approve the letter, as written. Director Donahue seconded the motion.

Motion Carried.

#### **MULTI-FAMILY RECYCLING ORDINANCE**

Julie Jones informed the Board members of recent information obtained from Hennepin County staff regarding their plans for implementing multi-family recycling in Hennepin County. She explained that Hennepin County intends to require apartment owners to provide recycling services for the same materials required for curbside collection and also plans to require at least monthly collection of these materials. Ms. Jones inquired about the Board member's intent to rewrite the draft Multi-family Recycling Ordinances for each city to include enforcement mechanisms and other specifics about the program. Director Splinter suggested that staff seek the Brooklyn Center attorney's opinion regarding enforcement since he feels that enforcement mechanisms were already provided for in other parts of the City's Recycling Ordinance. The Board members further suggested that staff request the HRG attorney to rewrite the Multi-family Recycling Ordinances to make reference to recycling collection requirements to be made "according to County

Ordinance 13". Staff was directed to resubmit the revised ordinances at the next HRG meeting.

#### JANUARY EXPENSE REPORT

The Board members then reviewed the January Administrative Expense Report. Director Donahue moved to approve the report as submitted. Director Splinter seconded the motion.  
Motion Carried.

The Board members suggested that staff compile a list for the next meeting of items which should be charged back to the HRG (such as Larry Watt's staff time).

#### OTHER BUSINESS

Julie Jones explained her discontent with a recent letter received from Hennepin County staff, explaining that the HRG would have \$1308.40 subtracted from their final funding reimbursement payment for 1990 due to errors found during the 1989 audit. She explained that no formal written audit report had been submitted, despite several telephone requests to have a copy of the report sent to her. She inquired about the Board's interest in obtaining a copy of the memo which was sent from the auditors to the County staff. The Board members agreed that a letter should be sent to the recycling department head, requesting a copy of the audit report.

Julie Jones explained a recent request from a staff person at Garden City Elementary School in Brooklyn Center. The school would like the HRG to give the school 50 classroom paper recycling containers. The Board members requested staff to pursue the option of having BFI provide the school with containers and to also provide education of their Mobius recycling educational program in the school.

Julie Jones explained her disagreement with two recent revisions of the 1991 Hennepin County Recycling Grant Request, where previously reimbursable items have been removed for funding eligibility. Director Splinter moved to direct staff to draft a letter, signed by the HRG Chair, to Paul Kroening, Hennepin County Grants Administrator, stating the HRG's disagreement with the Grant Application revisions, and copy the letter to County Commissioners Tad Jude and John Derus. Director Donahue seconded the motion.

Motion Carried.

Julie Jones informed the Commissioners of recent findings that unused 1990 Yardwaste Rebate monies do not have to be returned to Hennepin County but may be placed back into HRG's Recycling Fund. She inquired about the HRG's continued interest in forwarding the unused funds to the City of Maple Grove who ended up being short of funding at



the end of 1990. The Board members directed staff to keep the excess revenues in the HRG Fund. The Board members further requested staff to investigate the possibility of placing any excess HRG funds into each City's Enterprise Fund.

Julie Jones informed the Board that she planned to ask Mike Barone to attend two future Twin West Chamber of Commerce seminars, one on customer service and one on commercial recycling. The Board approved the expenditures.

Director Splinter moved to request staff to investigate possible recycling rebate options for HRG residents and report their findings at the next HRG meeting. Director Donahue seconded the motion. Motion Carried.

#### ADJOURNMENT

Since there was no other business, Director Splinter moved to adjourn the meeting. Director Donahue seconded the motion. The meeting adjourned at 3:55 P.M.

DATE: March 26, 1991  
TO: Jerry Dulgar, City Manager  
FROM: Julie Jones, HRG Administrator  
SUBJECT: 1990 HRG Recycling Totals

The 1990 final recycling report has been submitted to Hennepin County for the HRG area. Tonnage totals are as follows and are shown on the attached graphic:

Newspapers	3,670 tons
Cans	225 tons
Glass	913 tons
Plastic	14 tons
Cardboard	7 tons
Household Items	198 tons
Office Paper	14 tons
Waste Oil	40 tons
Scrap Metal	<u>3 tons</u>
Total:	5,087 tons

These totals equal a 14.6% abatement rate of the HRG residential waste stream. An additional 6,080 tons of yardwaste were collected by haulers and the drop-off site, which brings to total residential waste abatement rate for the HRG area in 1990 to 32%.

Abatement rates for the City of Crystal alone are slightly higher and break down as follows:

Newspapers	1,444 tons
Cans	77 tons
Glass	313 tons
Plastic	4 tons
Cardboard	2 tons
Household Items	61 tons
Office Paper	5 tons
Waste Oil	40 tons
Scrap Metal	<u>3 tons</u>
Total:	1,949 tons

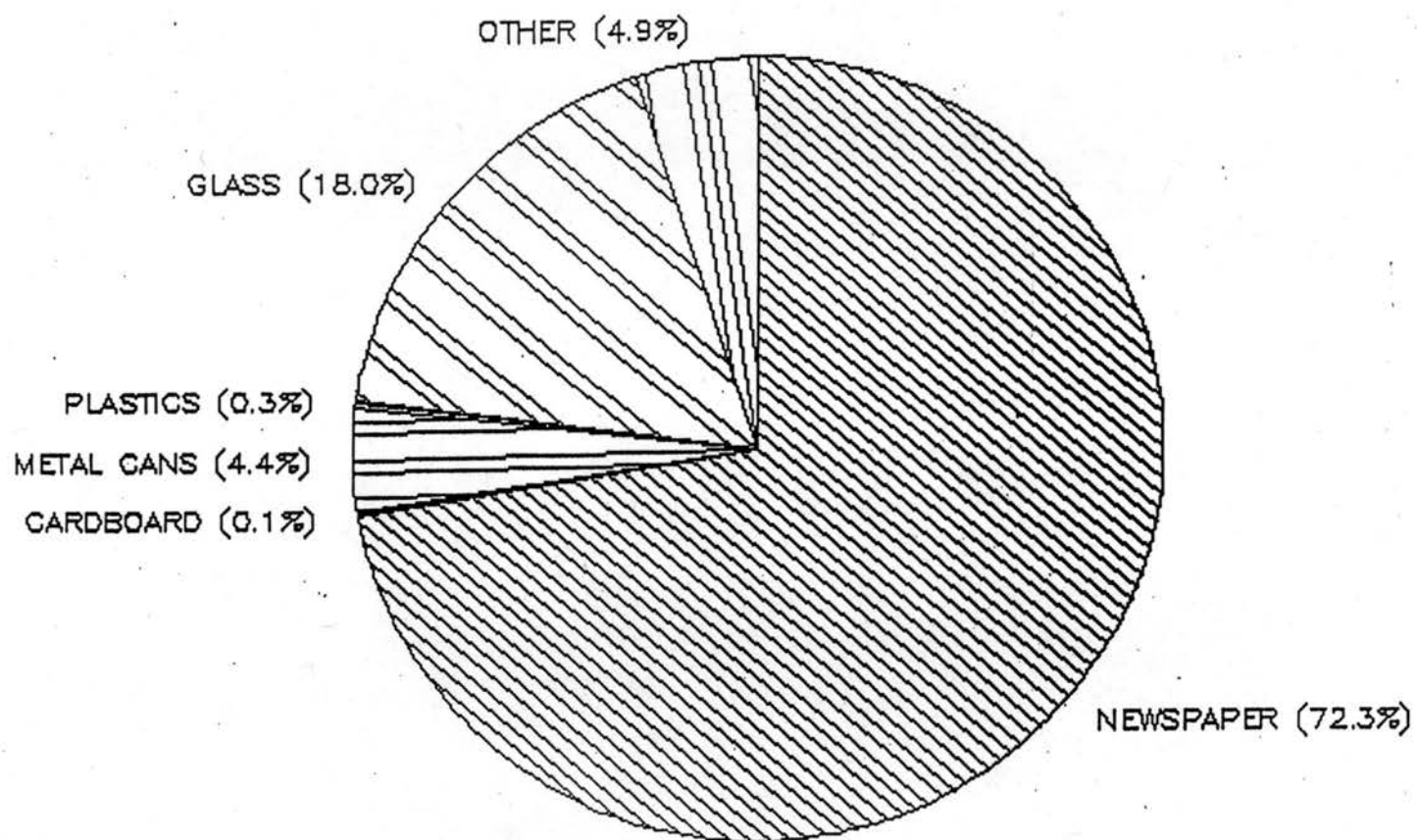
The total recycling tonnage of 1949 tons equals a 18.2% abatement level for the City of Crystal. An additional 2191 tons of yardwaste were collected from Crystal residents from waste haulers and at the drop-off site in Maple Grove. Combining yardwaste and recycling figures gives Crystal a 39% overall residential waste abatement rate.

The average weekly participation rate in the curbside recycling program in Crystal was 48.4% during 1990. Through the results of the Community Survey, we were able to determine that 87% of Crystal residents are now participating in the program.

kk

# HENNEPIN RECYCLING GROUP

1990 TOTAL TONNAGE



approved 3/25/91

HUMAN RELATIONS COMMISSION  
February 25, 1991

The Human Relations Commission meeting was called to order at 7:08 p.m. by Chair Linda Museus. Members present were: James Allen Brown, Arlene West, Jackie Gustafson, Linda Museus and Renee Werner. Also present were Elmer Carlson, Councilmember Liaison, guest Bill O'Reilly from the Park & Recreation Advisory Commission and Joan Schmidt, Staff Liaison.

Absent were John Luzaich (excused), Kathryn Huston (excused), William Johnson (excused), and Bob Techam (excused).

1. Moved by Commission member Brown and seconded by Commission member West to approve the minutes of the January 28, 1991 Regular Human Relations Commission meeting.

Motion Carried.

2. The Commission discussed plans for having a float in the Crystal Frolics Parade. Jim Brown had checked on prices which is based on length of trailer needed. Price range was \$300 to \$600. After discussion it was decided that a boat or pontoon with a canopy would be checked into. Since we will be having a boat a theme using water was decided on, such as "float away discrimination" or "fun in the sun without discrimination". The commission will brainstorm and come back next month with ideas for a message on the float.

Since money will be needed for decorations of the float, the float itself or a trailer hauling the float, stickers and/or candy it was decided to ask for money from charitable gambling groups. Arlene West will check with the Knights of Columbus, Lions, and the V.F.W. for possible donations of \$300 - \$500. Jackie Gustafson will check on the cost of candy (approximately 100 lbs. needed). Jim Brown will check on the possible donated use of a boat or pontoon or the cost factor involved. Joan Schmidt will check on cost of stickers to hand out.

The parade is scheduled for July 28th with the start north of the Welcome Park area. Bill O'Reilly will handle reserving a slot in the parade for us.

3. The Commission then moved onto the next item on the agenda which is preparation for Human Rights Day. Some brainstorming ideas by the Commission:
  - Not necessary to do the same thing each year
  - Have wheelchair basketball game with Courage Center
  - Have Rolling Gophers play Courage Center
  - Have obstacle course using a wheelchair for kids and adults to try
  - Invite Group Homes to watch/participate
  - Invite Crystal Free Church Choir to sing
  - Courage Center has a craft shop and cards to display/sell

- Have "beep ball" softball teams (game where blindfolded participants use a softball that makes noise indicating its location)
- Have Wings participate which is an organized handicap softball team
- Have popcorn, pop, hotdogs and ice cream cups for sale.

Moved by Commissioner Brown and seconded by Commissioner Werner that on October 19, 1991 our theme would be Appreciation of the Disabled (We're Special People).

Motion Carried.

Renee Werner will call Courage Center for further ideas and making arrangements. Bill O'Reilly will call Wings to see if they are available on that date.

Also discussed was have posters decorated by students of the School District. It was decided to do this in the spring rather than waiting for this fall with the 4th grade classes participating. Have "winners" on the float in the parade, use poster as cover for pamphlet, have publicity of Human Rights Day on the boat and on the stickers.

4. Old business.

Renee mentioned that her family had gone to a Black History Month event which was excellent but with attendance of only 20 people.

Linda updated the Commission on the progress of the last mediation session.

Jim showed a Certificate that he received after participating in Advance Mediation training.

Mention was made of the National Special Olympics that will occur in July.

Moved by Commission member Brown and seconded by Commission member West to adjourn. Meeting adjourned at 8:20 p.m.





**National  
League  
of  
Cities**

1301 Pennsylvania Avenue NW  
Washington, D.C.  
20004  
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## **PRIORITIES FOR THE NATION'S CITIES & TOWNS 1991**

We are gathered at an extraordinary time in the course of human events. Our nation faces the challenges of building a new and more lasting peace abroad and rebuilding America at home.

These challenges require refocusing the nation's strengths, its resources, and its ingenuity to face these global challenges from our economic competitors.

We salute the young men and women from our cities and towns who served in the Persian Gulf. Our hearts and hopes have been with them. We recognize their sacrifice for the nation, we missed them in our communities, and we look forward to welcoming them home.

We salute President Bush. He constructed perhaps the broadest coalition of world allies ever gathered to oppose aggression. He successfully led the United States in a display of commitment and resources such as the world has never seen.

Operation Desert Shield and Desert Storm demonstrated that our nation can make virtually unlimited commitments of financial and human resources in extraordinary partnerships to achieve national goals and objectives.

We believe it is time to make an equal commitment to rebuilding America.

It is time to demonstrate this commitment by working with state and local governments in an alliance against poverty, illiteracy, crime, and homelessness. It is time to invest in the human and physical infrastructure of our nation's cities and towns. When our troops come home, they should be proud of their own hometowns.

We owe it to them to provide resources to our own front lines to in the war on drugs, to provide health care and a head start to every child born in every community, to rebuild the nation's bridges, roads, and highways.

**Past Presidents:** Tom Bradley, Mayor, Los Angeles, California • Ferd L. Harrison, Mayor, Scotland Neck, North Carolina • William H. Hudnut, III, Mayor, Indianapolis, Indiana • Cathy Reynolds, Councilwoman-at-Large, Denver, Colorado • John P. Rouseakis, Mayor, Savannah, Georgia • **Directors:** Barbara M. Asher, Councilmember at Large, Atlanta, Georgia • Joan Baker, Mayor Pro Tempore, Lubbock, Texas • Margaret Carroll Barrett, Council Member, Jackson, Mississippi • Kenneth G. Bueche, Executive Director, Colorado Municipal League • James V. Burgess, Jr., Executive Director, Georgia Municipal Association • David Chambers, Executive Director, League of Nebraska Municipalities • Joel Cogen, Executive Director and General Counsel, Connecticut Conference of Municipalities • Larry D. Cole, Mayor, Beaverton, Oregon • John G. Curran, City Council President, Rochester, New York • Beth Boosalla Davis, Alderman, Evanston, Illinois • Carol P. Day, Councilor, Gorham, Maine • Palmer A. DePaulis, Mayor, Salt Lake City, Utah • June M. Eliland, Councilwoman, Bronx, New York • Thomas G. Fitzsimmons, Executive Director, Illinois Municipal League • Heather Flynn, Assembly Member, Anchorage, Alaska • John A. Garner, Jr., Executive Director, Pennsylvania League of Cities • Gardest Gillespie, Councilman, Gary, Indiana • Vicki H. Goldbaum, Councilwoman, Southfield, Michigan • Richard C. Hackett, Mayor, Memphis, Tennessee • Jack Hebner, Councilman, Spokane, Washington • Sharpe James, Mayor, Newark, New Jersey • Lawrence J. Kelly, Mayor, Daytona Beach, Florida • Patricia A. Killoren, Mayor, Crestwood, Missouri • Robert G. Knight, Mayor, Wichita, Kansas • Jeffrey T. Markland, Mayor, Urbana, Illinois • Ronald K. Mullin, Councilmember, Concord, California • Adolf Olivas, Mayor, Hamilton, Ohio • Charles J. Pasqua, Executive Director, Louisiana Municipal Association • Elaine A. Platzgar, Councilmember, Cedar Falls, Iowa • Scott A. Scanland, Councilor, Bosque Farms, New Mexico • Mark Schwartz, Councilman, Oklahoma City, Oklahoma • Burton Stallwood, Town Administrator, Lincoln, Rhode Island • William F. Stallworth, Councilman, Biloxi, Mississippi • Nao Takasugi, Mayor, Oxnard, California • Richard C. Townsend, Executive Director, League of Oregon Cities • Avery C. Upchurch, Mayor, Raleigh, North Carolina • Thomas J. Volgy, Mayor, Tucson, Arizona • Kathryn J. Whitmire, Mayor, Houston, Texas • Mary Rose Wilcox, Councilwoman, Phoenix, Arizona • Rillastine R. Wilkins, Councilmember, Muskegon Heights, Michigan

If we can afford unlimited spending to bail out the nation's savings and loans; if we can afford unlimited dollars and lives for Desert Storm; then surely we can afford to invest in our own country's future and the communities that are so vital to its fabric.

Today our nation faces its largest deficit and debt ever. We find empty stores and homes - and growing lines of unemployed in our communities. We find the future bleak for too many of our young men and women. The disparities between rich and poor are too great.

We must find a way for the nation's future to bind us all together.

Our priorities cannot simply lie overseas. Rather, we must have a domestic policy to unite the nation in moving forward to eliminate our human, fiscal, and physical debts.

Therefore, we, the representatives of the nation's cities and towns, urge Congress and the President to adopt the following principles and priorities:

#### 1992 FEDERAL BUDGET

1 First, we urge the administration and Congress to reconsider priorities of federal spending, to reduce the military buildup driven by the Cold War and to reinvest in rebuilding the nation's human resources and public infrastructure. We support full funding for Head Start as a key step to ensure every child a chance. We urge increased investment in housing, community development, surface transportation, the environment, and health care. These are essential investments to the eventual elimination of the symptoms of homelessness, illiteracy, drug addiction, and crime in our cities and towns and to the creation of a workforce inferior to none in the next decade.

2 Second, we urge and support efforts to restructure the federal budget process. We urge the elimination of off-budget borrowing and gimmickry, such as the savings and loan bailout. We urge the administration and Congress to take self-financing trust funds off budget. Dedicated surpluses should not be permitted to artificially lower the deficit, but rather should be invested for their originally intended purposes.

3 Third, the federal government should be accountable for the cost of laws, regulations, taxes, and preemptions it mandates upon local governments. We oppose mandated federal tax increases upon municipalities, such as mandatory Medicare taxes, and interference with municipal borrowing authority. We oppose implementation of mandatory Social Security taxes on municipalities until after the federal rules and regulations have been issued.

4 Fourth, we urge Congress to reject any increased borrowing or spending for the savings and loan bailout, for working capital or any other purposes, unless and until the federal government works directly with cities and states to meet the affordable housing and community reinvestment goals and objectives set out in the law, and ensures that cities and towns receive prompt payment of real property taxes and are afforded a remedy for refusal or non-payment by the federal government.

5 Fifth, we support a decrease in the defense budget to reflect changing world conditions. The savings from cuts on defense should be directed to deficit reduction and to domestic programs to reinvest in the nation's cities and towns.

6 Sixth, we urge that a portion of federal defense currently dedicated to recruitment, training, and education be reprogrammed towards providing opportunities for youth at risk in cities and towns as part of a National Reserve.

7 Seventh, we urge the administration and Congress to put all budget expenditures on the same table except for needs-tested entitlement programs and interest on the national debt. For example, we urge examination of all areas of federal support for housing -- tax, credit, and direct -- so that all are subject to comprehensive scrutiny.

8 Eighth, we do not support the proposed turn back of direct and indirect aid to cities and towns to create a state revenue sharing program. Such a proposal would create additional layers of bureaucracy, add complexity, and remove flexibility for the levels of government closest to the people. We oppose any program which would remove resources from municipal governments intended to meet federal goals, objectives, and mandates.

#### LEGISLATIVE PRIORITIES

The most important legislative priorities for the nation's cities and towns in 1991 are to enact anti-drug and clean water legislation. We urge the following priorities:

- \* Drugs: We urge Congress to enact anti-drug legislation in 1991. That legislation should provide direct assistance to local communities and should include an emphasis on prevention, education, and rehabilitation. Any legislation should provide for stiffer penalties and mandatory sentencing.
- \* Clean Water Act Reauthorization: We urge Congress to enact amendments to the nation's clean water laws to continue the State Revolving Loan Fund (SRF); re-establish a grants program for small and economically distressed cities. We urge Congress to consider the cost of federal mandates to ensure they are affordable, to defer the enforcement of the stormwater discharge permits mandates, and to balance the costs and needs of municipalities in addressing the wetlands issues.

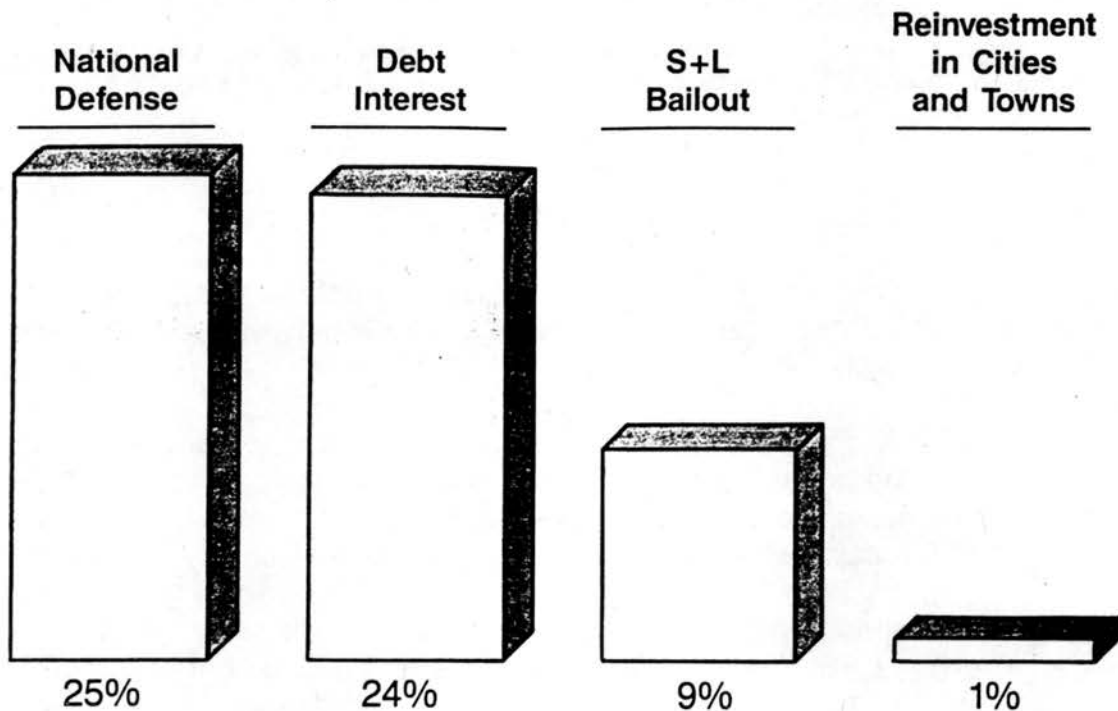
- \* Surface Transportation: We urge the president and Congress to reauthorize the nation's surface transportation programs providing direct funding to local governments to meet metropolitan and rural mobility and rejecting cuts in public transportation. We urge the federal government to spend all resources necessary to rebuild our infrastructure and keep our local economies competitive.
- \* Housing and Community Development: We urge Congress and the administration to fully fund the new HOME local and state housing block grant program and to fully fund the Community Development Block Grant program. We urge Congress to adopt more flexible matching requirements for the HOME program for cities and towns to take into account fiscal capacity.
- \* Benefits: We urge Congress and the administration to reject any efforts to impose additional personnel restrictions or mandated costs on cities and towns - either through mandatory Medicare, harsh mandatory Social Security regulations, unreasonable rules under the Fair Labor Standards Act, or limitations on municipal personnel retirement plans.
- \* Civil Rights: We urge Congress to reconsider the Civil Rights legislation vetoed by the President last year.
- \* Tax: We urge Congress to extend expiring ~~programs~~ municipal tax-exempt programs, including the municipal mortgage revenue and small issue Industrial Development Bond (IDB) programs, the low income housing tax credit. We urge Congress to enact legislation to reduce mandates on the issuance of tax exempt municipal bonds, and to oppose efforts to either impose new federal taxes on cities or to create disincentives for investment in municipal bonds.

Adopted by the Board of Directors  
March 10, 1991



# AMERICA'S CITIES AND TOWNS A TIME FOR NEW PRIORITIES

## Home Town America's Tax Dollars at Work



Percentage breakdown of income taxes paid by residents of cities and towns to the federal government, FY91.

Source: Federal Budget

**ARE WE WILLING TO INVEST OUR  
RESOURCES TO SOLVE CRITICAL  
DOMESTIC PROBLEMS?**

**OR WILL WE MORTGAGE OUR FUTURE?**



NATIONAL LEAGUE OF CITIES

# **THIS YEAR THE NATION'S CLEAN WATER ACT EXPIRES. WILL CONGRESS REAUTHORIZE THE LAW, OR ONLY ITS MANDATES?**

The nation's Clean Water Act is set to expire this year.

Providing, keeping, and maintaining clean water has long been a municipal priority. But recently, cleaning our surface waters has become a very expensive federal priority: they mandate, cities and towns pay.

The president, in his budget request to the Congress, proposed to trade in municipal wastewater construction grants funding. Instead of helping cities and towns finance compliance with an ever-increasing array of federal Clean Water mandates, the proposal would simply give the cash left in the program to states to use for any purpose whatsoever.

Moreover, the administration proposed to begin to phase out the program, and then eliminate it entirely after next year. But the administration made no proposal to phase out any Clean Water mandates. Every sanction and penalty against municipal elected officials would remain in place.

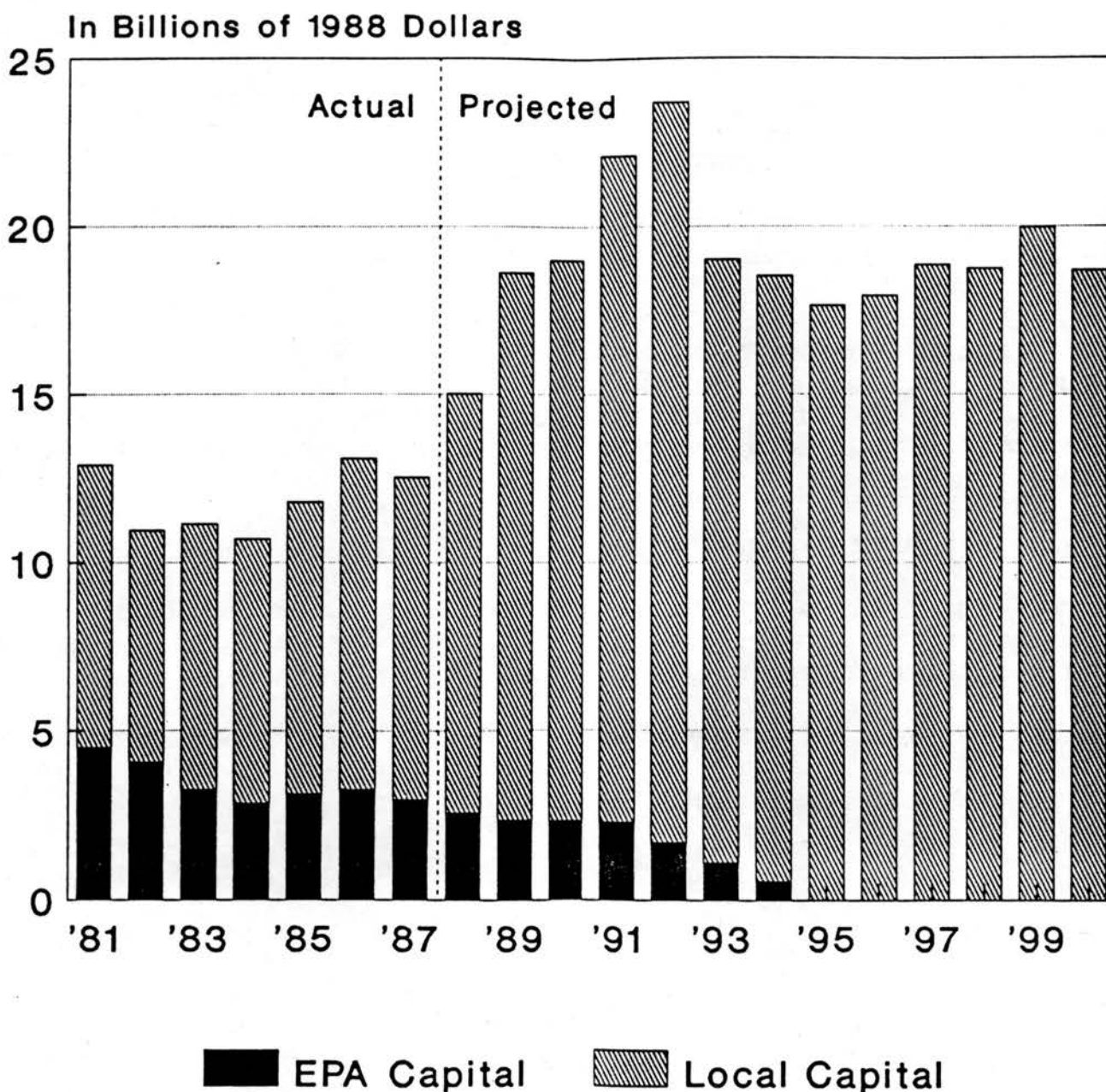
Instead, they want cities and towns to increase property taxes and water rates to obtain federally-mandated stormwater discharge permits; to build complex new controls for toxic substances in wastewater; to construct sludge management facilities; to maintain wetlands; and to clean up urban runoff. The price tag? At least \$16 billion in new federal mandates.

And where will we find the \$75 billion needed to comply with the old mandate to meet secondary water quality treatment standards?

**We need to work with Congress to reauthorize the law. And the federal government needs to tell us how we can pay for it.**



# Comparison of EPA and Local Government Wastewater Capital Expenditures



Source: Apogee Research, from Census Bureau and EPA figures

# **NO MANDATES WITHOUT REPRESENTATION**

Mandates without money.

Increasingly, that defines the federal-local relationship.

When the federal government wants to promise that the water will be safe and drinkable, it sets federal standards. Unless cities and towns comply, they are subject to fines and criminal penalties.

When the federal government wants to reduce the federal deficit, it calls for restricting the deductibility of local property, sales, and income taxes. It mandates Social Security. It writes unintelligible tax rules that force cities and towns to pay accountants and tax lawyers, instead of rebuilding roads and sewers and water lines. The administration asks for mandatory Medicare.

But don't we all serve the same taxpayers?

The federal government is good at promises. It promises to reduce deficits, to clean the environment, and to reduce drugs and crime in our streets. The federal government's appetite for ordering new and expensive national goals and policies is insatiable.

But when the meal is over and the bill comes due, it is local governments who must pay.

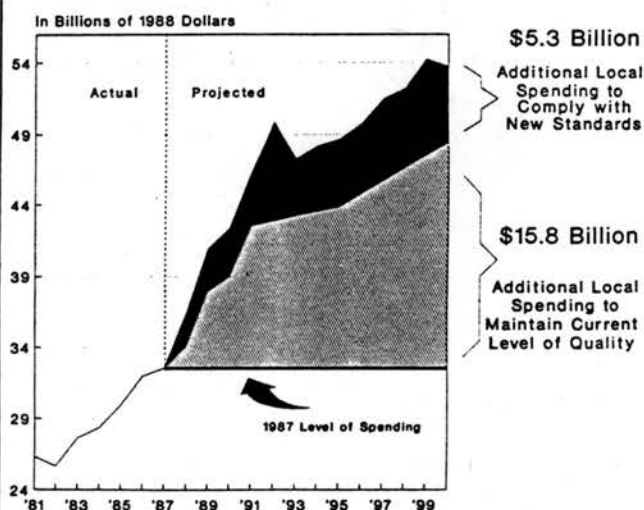
**Isn't it time for a little accountability?**

## Increase in Annual Household User Charges in 2000 to Maintain Existing Level of Environmental Quality and to Comply with New Regulations (in 1988 Dollars)

Municipality Size Category	Average Payment in 1987 <sup>a</sup>	Additional Fees by Program in the Year 2000				Total Additional Fees
		Wastewater Treatment	Drinking Water	Solid Waste	Other	
500 or less	\$670	\$259	\$366	\$218	\$67	\$910
500-2,500	\$473	\$174	\$59	\$43	\$14	\$290
2,500-10,000	\$433	\$85	\$59	\$19	\$9	\$172
10,000-50,000	\$444	\$124	\$71	\$19	\$7	\$221
50,000-100,000	\$373	\$77	\$64	\$20	\$5	\$166
100,000-250,000	\$291	\$63	\$63	\$14	\$5	\$145
250,000-500,000	\$335	\$114	\$43	\$33	\$4	\$194
500,000 or more	\$393	\$146	\$42	\$40	\$5	\$233

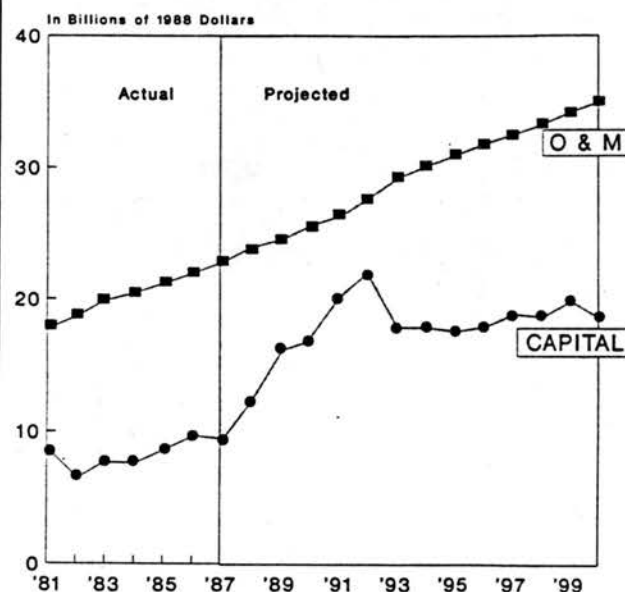
Source: Apogee Research, from U.S. Bureau of Census, 1986 Survey of Community Water Systems, and data compiled in 1988 by the Environmental Law Institute from EPA Regulatory Impact Analyses.

### Federal Mandates and Local Spending Local Government Environmental Expenditures



Source: Apogee Research, from Census Bureau and EPA figures

### Capital and O&M Environmental Spending of Local Governments



\* Includes Expenditures to Maintain Current (1987) Environmental Quality and to Comply with New Regulations

Source: Apogee Research, from Census Bureau and EPA figures

# **AMERICA HAS SHOWN ITS GREATNESS AND POWER ABROAD. IS IT WILLING TO DEMONSTRATE THE SAME COMMITMENT AT HOME?**

In the Persian Gulf, our country and president brought to the world a sense of pride, leadership, and united purpose. Our young men and women took the responsibility for the whole world to defeat aggression.

Our government backed them with nearly unlimited resources. No price was too great to bear.

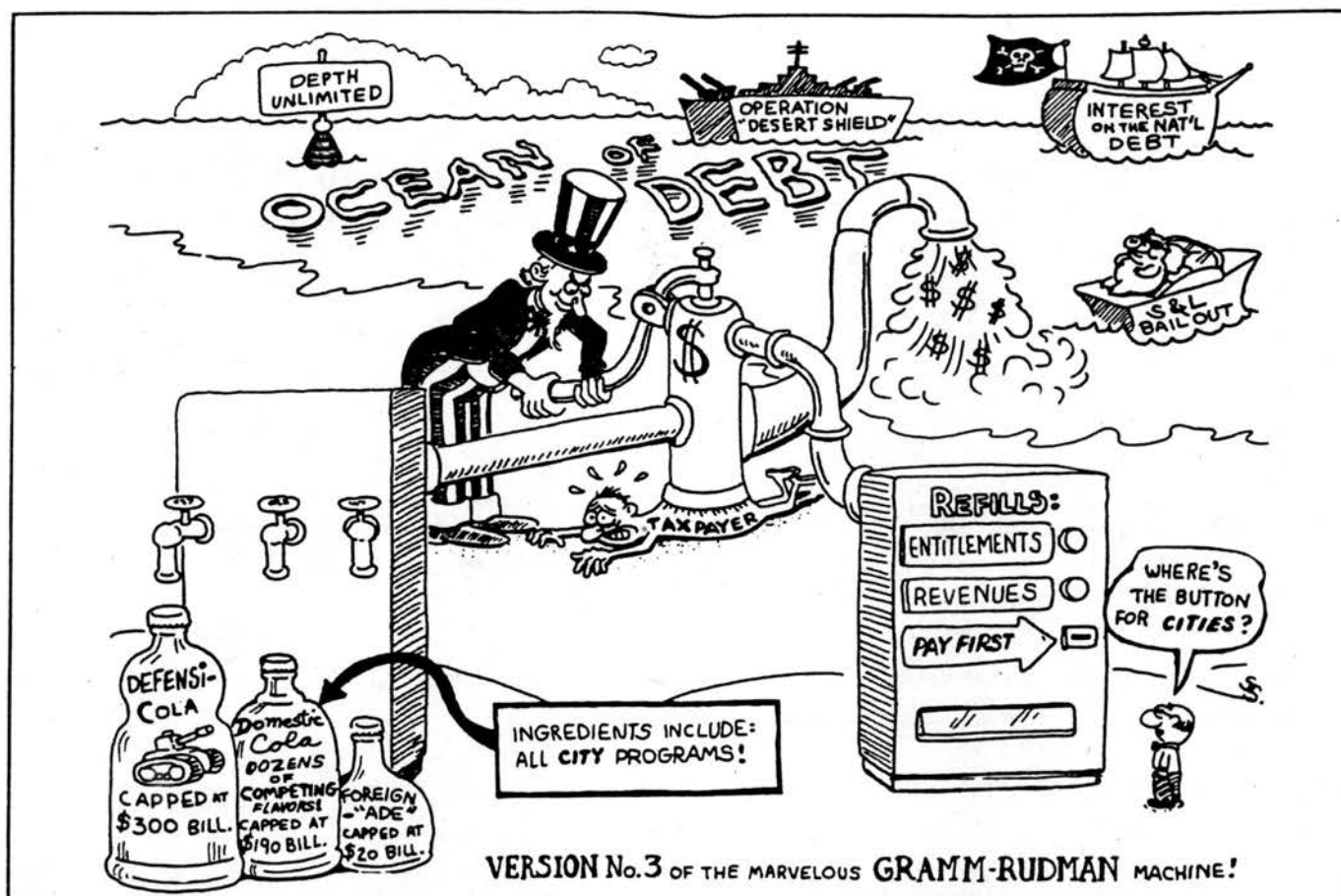
At home, the federal government is spending even more to bail out failed savings and loan institutions. It is building an army of bureaucrats, lawyers, and accountants to spend nearly a billion dollars a day—all borrowed, all unaccountable, all money our children and grandchildren will owe some day.

But while our nation was bearing the burden of world leadership in the Gulf, our economic competitors in Japan and Germany were using their fiscal and human resources to prepare for their future.

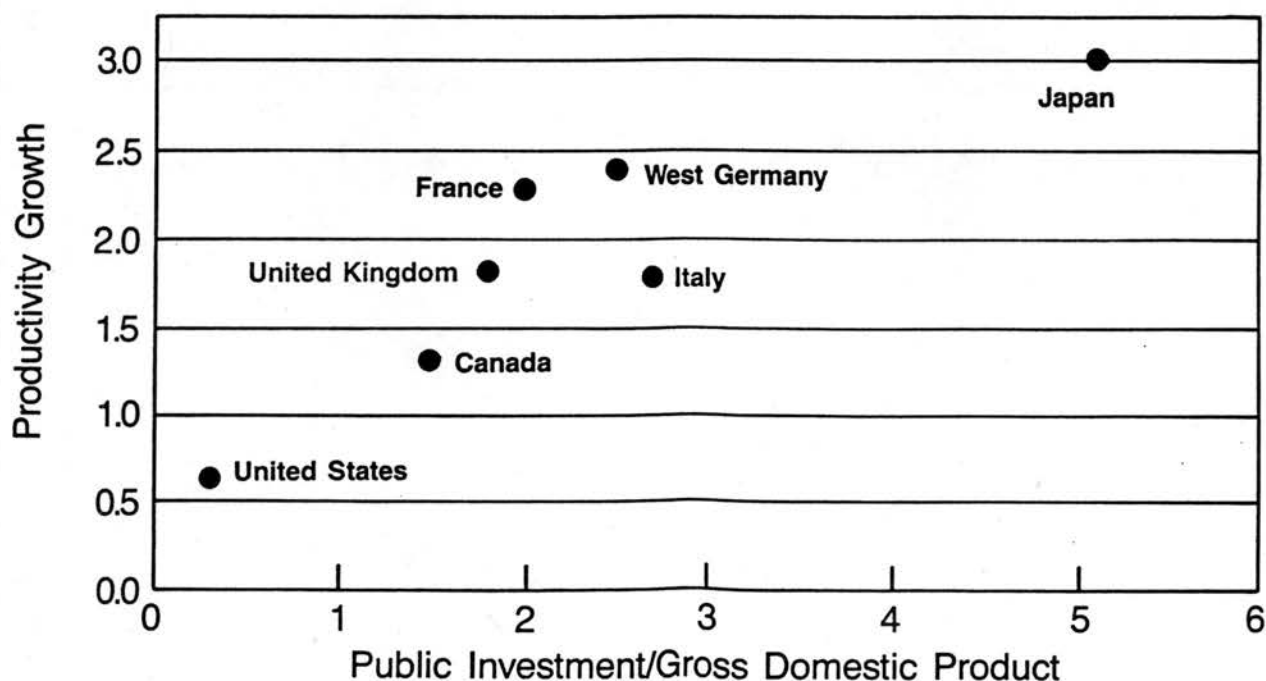
In Japan, under the U.S. Strategic Impediments Initiative, the Japanese government is doubling its investment in public infrastructure. While our infrastructure is crumbling, other nations are investing in their future. They understand that an investment in building a road has critical economic benefits for a city; bailing out an S&L with borrowed money has none.

Our country ranks 55th in public capital investment. We don't have money to reinvest in our future. We have a new budget law that cheats and mortgages our future.

**Isn't it time to think about America?**



## Productivity Growth, Public Investment and U.S. Economic Competitiveness



A cross-country comparison of average annual growth rates of labor productivity with the ratio of public investment to gross domestic product indicates that over the period 1973-1985, nations which invested more in their public capital stocks saw productivity gains as well.

Source: Public Investment and Private Sector Growth, Economic Policy Institute.

# **GARBAGE, GARBAGE EVERYWHERE... AND FEW LANDFILLS LEFT TO FILL**

The nation's solid waste disposal laws expire this year.

But with an agenda already full with water and surface transportation legislation, it is uncertain whether the administration or Congress will take time to address a growing time bomb for cities and towns.

There is more and more waste. There are more and more federal rules about waste disposal, and growing liability worries for local officials.

Time is running out. The administration and Congress should sit down with municipal leaders to avoid a crisis.

First, let's simplify and streamline the process. Cities need to know what the federal rules are so we can build needed burying, burning, and recycling facilities.

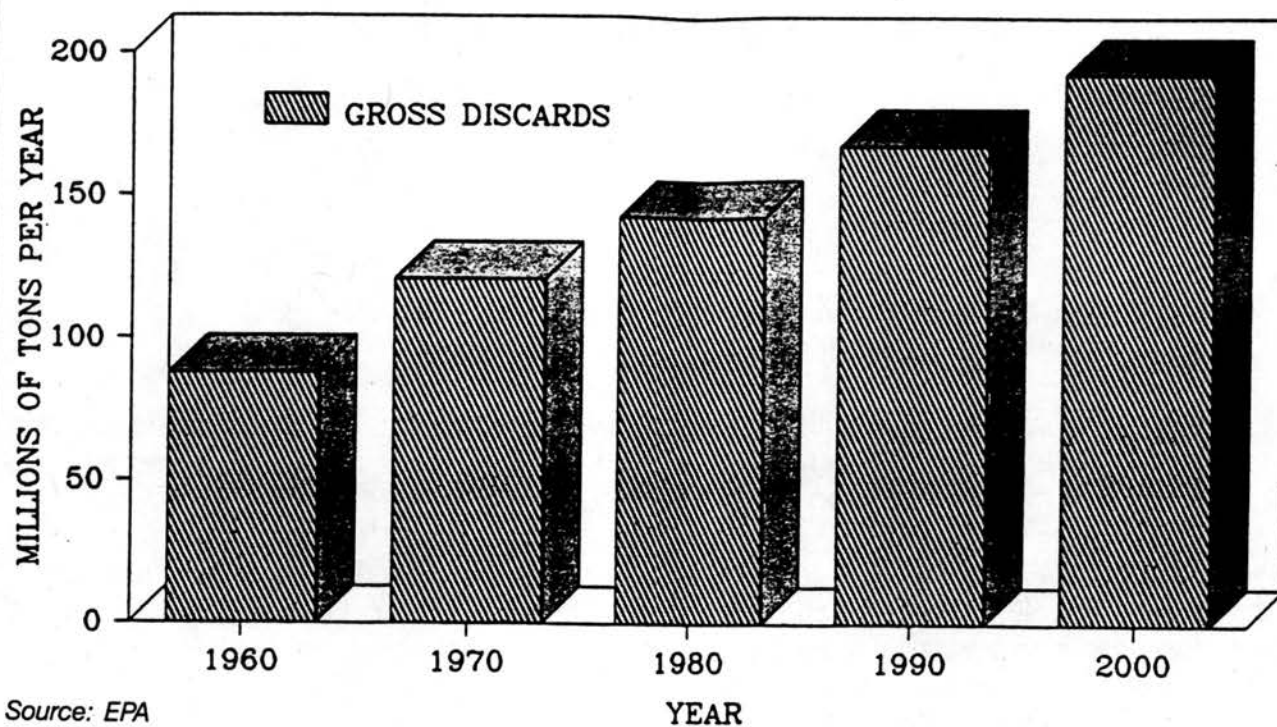
Second, we need the federal government to get into the recycling business—not just talk about it—by using recycled materials from cities and towns and helping to build markets for recyclables.

Third, we need to stop putting this issue off. Delay only increases the price and uncertainty.

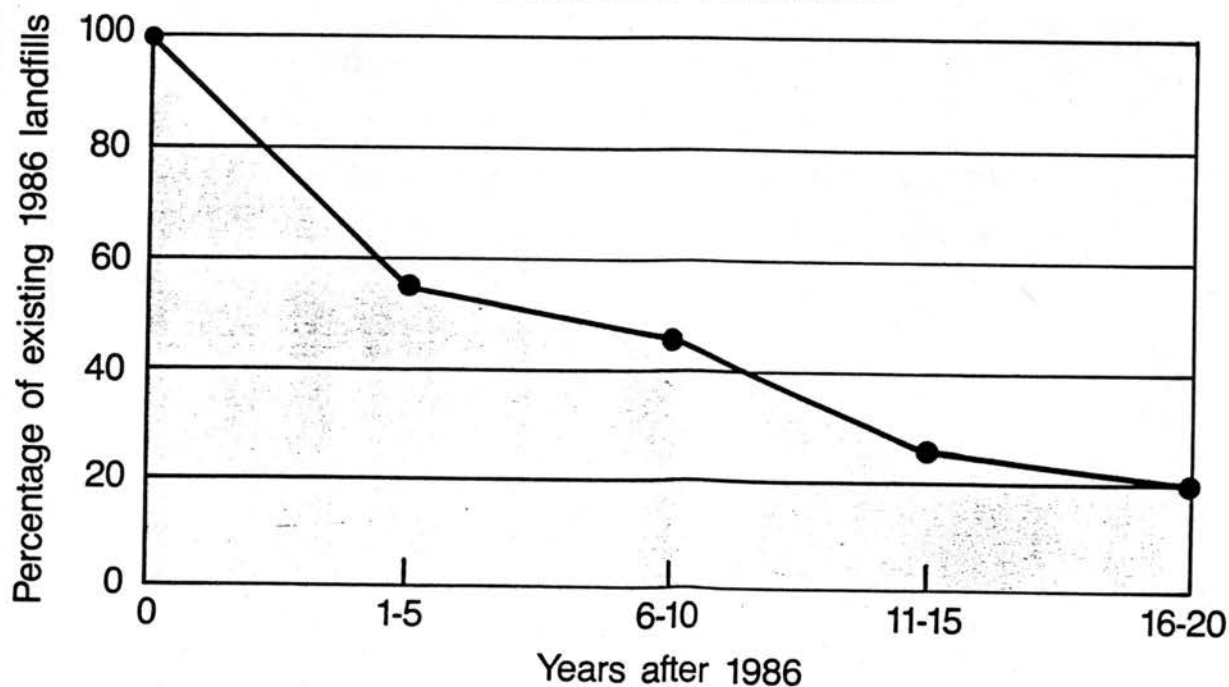
**We all contribute to this problem, so it's time to work together to solve it.**



## Total Quantity of Municipal Solid Waste Per Year



## Estimated Decline in Existing Permitted Landfills



NOTE: Based on estimate of 6,034 landfills; data for year 1-5 include an estimated 636 closings in 1986-87

# COME HOME, AMERICA

For nearly five decades, the federal government has had a compelling goal: the provision of decent, safe, and sanitary shelter for every family in the nation.

But for the poorest families and children in our cities and towns, it is a dream deferred. After more than a decade of disinvestment, there is less housing in our cities and towns for those least able to pay. And what housing there is, is too expensive.

Last year, after more than three years of work, the president signed into law new housing and community development legislation intended to increase investment, opportunity, and flexibility for cities and towns to meet housing needs in hometown America. But no money was made available to implement that new law.

Now it is time to make the law work. It is time to honor the commitment, not by robbing Peter to pay Paul, but by funding the program the president and the Congress authorized last year.

Our nation is the richest on earth. It gives every wealthy family federal housing assistance through the tax code; but it denies assistance to too many others.

Congress should fund the new housing block grant program, extend the low income housing tax credit, fully fund (not trade in) the Community Development Block Grant (CDBG) program, and extend the municipal mortgage revenue bond program.

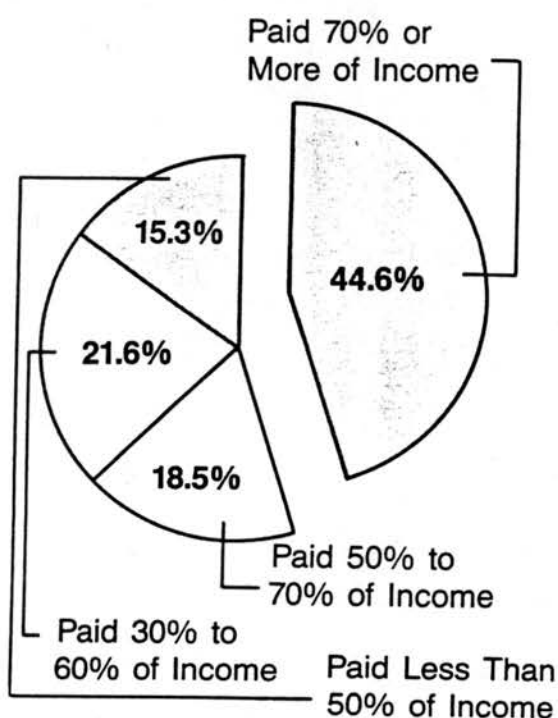
**The nation made a housing promise to all of its families, not just some. The promise should be kept.**

## Housing Conditions of Very Low-Income Families

	1974		1987	
	Families & Elderly	Percent	Families & Elderly	Percent
<b>Priority Housing Problems*</b>	<b>2,555</b>	<b>34%</b>	<b>3,761</b>	<b>38%</b>
Severely inadequate	852	11	270	3
Rent burden 50 percent plus	1,838	25	3,593	37
Moderately inadequate	169	2	465	5
Adequate and uncrowded	1,447	19	2,834	29
<b>Other Housing Problems</b>	<b>2,253</b>	<b>30</b>	<b>2,162</b>	<b>22</b>
Moderately inadequate	533	7	498	5
Rent burden 30 to 49 percent	1,665	22	1,811	18
Overcrowded	440	6	344	4
<b>No Housing Problems</b>	<b>1,256</b>	<b>17</b>	<b>990</b>	<b>10</b>
<b>In Assisted Housing</b>	<b>1,367</b>	<b>18</b>	<b>2,910</b>	<b>30</b>
<b>Total</b>	<b>7,430</b>	<b>100%</b>	<b>9,822</b>	<b>100%</b>

Source: Tabulations of the Annual and American Housing Surveys,  
HUD/Policy Development and Research (PD&R), June 1990

### Percent of Income Spent on Housing by Poor Renters

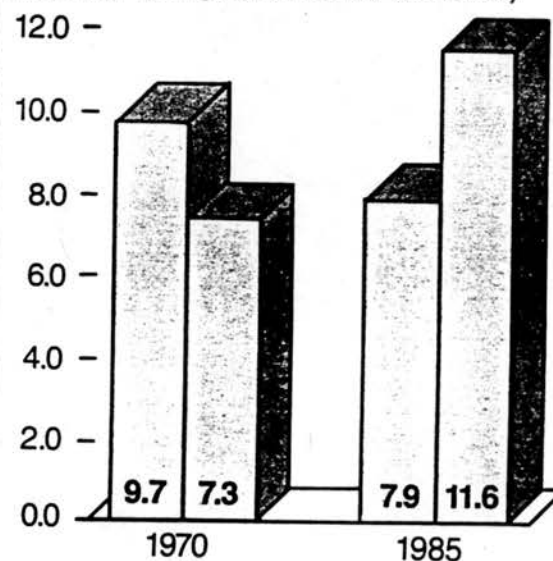


Source: U.S. Census Bureau  
American Housing Survey, 1985

### Low-Income Renters and Low-Rent Units

☐ Low-Rent Units (Less than \$250/mo) 
 ☐ Low-Income Renters (Income less than \$10,000)

Millions (All figures in constant 1985 dollars)



Source: U.S. Census Bureau  
American Housing Survey, 1985

# WHAT EVER HAPPENED TO THE WAR ON DRUGS?

In 1968, former President Nixon declared a federal war on drugs. More than 20 years later, the problem is more prevalent, more harmful, and more deadly than ever before.

One thing has not changed. The federal government still is unwilling to send a dime directly to the front lines in the streets of our cities and towns.

Drugs kill more young lives and more innocent lives than any foreign threat. And drugs kill cities, too.

The war on drugs can't be won on the cheap. It can't be won with words or slogans. It won't be won with bandaids.

**Isn't it time for the federal government to join us in fighting back against drugs?**

# Drug Use by Charge at Arrest\*

Charge	Males		Females	
	Total N	% positive for any drug	Total N	% positive for any drug
Assault	1711	55	422	53
Burglary	1701	75	232	72
Damage/Destroy Property	226	55	44	57
Drug Sale/Possession	2652	83	964	83
Family Offense	425	50	94	51
Flight/Escape/Warrant	488	68	199	72
Fraud/Forgery	415	58	302	55
Homicide	263	57	37	46
Larceny/Theft	2321	71	1200	61
Probation/Parole Violation	481	64	142	64
Prostitution	145	59	700	82
Public Peace/Disturbance	981	58	344	56
Robbery	990	73	107	75
Sex Offenses	418	44	**	-
Stolen Vehicle	1080	64	89	73
Stolen Property	356	70	80	59
Traffic Offense	106	37	316	45
Weapons	675	63	73	62
Other	745	56	437	59
Total	16179	67	5798	66

Source: National Institute of Justice/Drug Use Forecasting Program

\* Positive by urinalysis, January through December 1989. Drugs tested for include cocaine, opiates, PCP, marijuana, amphetamines, methadone, methaqualone, benzodiazepine, barbiturates, and propoxyphene

\*\* Less than 20 cases

# **BRING GOVERNMENT CLOSER TO THE PEOPLE**

The administration wants to trade in \$15 billion worth of local government and state grant assistance programs. The money saved from terminating these programs would be used to fund a new state revenue sharing program.

Included in the turn-back or state block grant proposal are the Community Development Block Grant (CDBG) program, municipal wastewater construction grants, public and assisted housing programs, local and state law enforcement grants, and low-income energy assistance initiatives. These programs would be eliminated forever under the proposal.

According to White House Chief of Staff John Sununu, the president made the proposal because of his concern that the federal government is usurping too much local and state authority. Sununu said that the White House is attempting to return power and discretion to the level of government closest to the people, to remove mandates, and to provide as much flexibility as possible to local governments.

But today, local elected officials face more federal mandates with fewer resources and less flexibility than ever before.

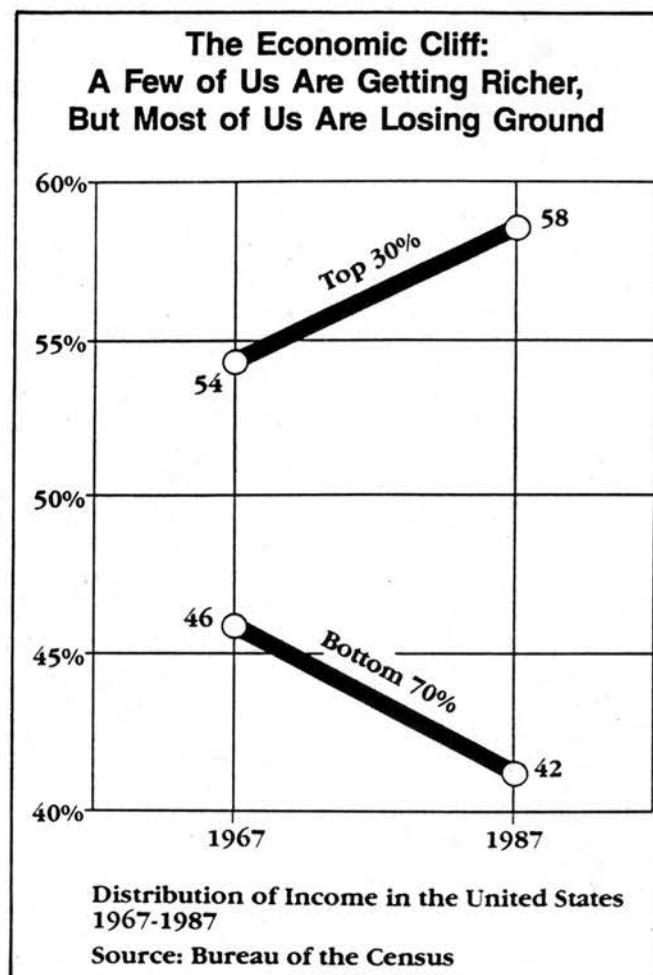
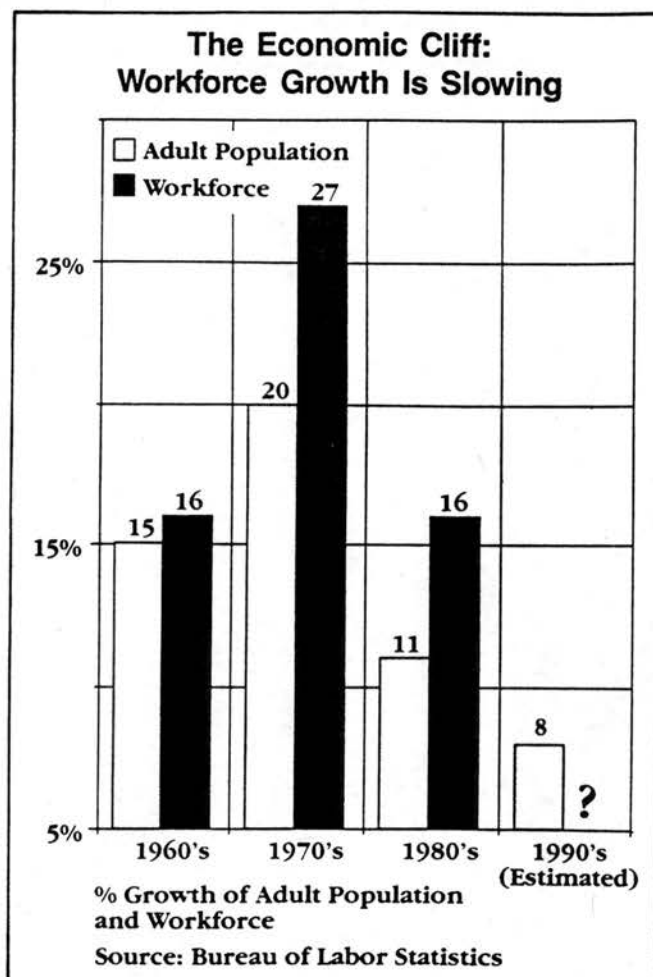
**How does eliminating municipal programs return power and discretion to the level of government closest to the people?**



SO HERE'S THE IDEA, POP! YOU GIVE ME **BOTH** OF OUR ALLOWANCES, AND I MAKE SURE HE GETS HIS!



# REBUILDING OUR FAMILIES



The gap is widening between those who have and those who do not.

But our success in retaining America's competitive edge in the international marketplace is directly related to meeting the needs of those left behind in our cities and towns.

**We must reverse the trend. We must offer better opportunities to our children.  
We must invest in their future.**

**Because it is our future.**



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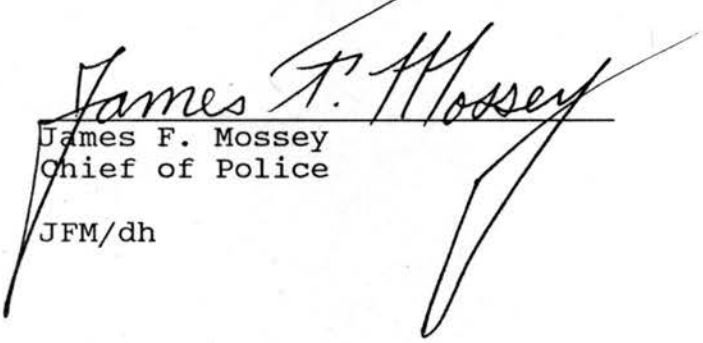
National League of Cities  
1301 Pennsylvania Avenue, N.W.  
Washington, D.C. 20004

1991

**CITY OF CRYSTAL  
POLICE DEPARTMENT  
MEMORANDUM**

DATE: March 20, 1991  
TO: Darlene George, City Clerk  
FROM: James F. Mossey, Chief of Police  
SUBJECT: MGM LIQUOR LICENSE INVESTIGATION

The Crystal Police Department has conducted an investigation concerning the liquor license application of Terrance Joseph Maglich. Our investigation revealed no information which would prohibit Mr. Maglich from receiving a liquor license. A synopsis of our investigation is attached.

  
James F. Mossey  
Chief of Police

JFM/dh

**CITY OF CRYSTAL  
POLICE DEPARTMENT  
MEMORANDUM**

DATE: March 20, 1991  
TO: Sgt. Ken Varnold  
FROM: Det. Dave Bordwell  
SUBJECT: MGM LIQUOR LICENSE

In conducting this investigation, I contacted the following agencies and could find no information that would indicate any criminal/civil incidents in the name of Terrance Joseph Maglich or MGM Liquors, 1124 Larpenteur, St. Paul:

- Hennepin County Sheriff's Civil Division - No record of any civil judgements.
- Ramsey County Sheriff's Civil Division - No record of any civil judgements.
- Better Business Bureau - No record
- State of Minnesota Liquor Control Board - No record of criminal violations--minor advertising complaint which was resolved.
- St. Paul Police License Div. - No records of any problems.

I spoke with Maglich's personal references, his attorney and a business associate. Both stated they have known Maglich for a number of years and spoke highly of his character and business practices.

There are no outstanding felony or misdemeanor warrants and no criminal history.

DTB/dh

Memorandum

DATE: March 18, 1991  
TO: Jim Mossey, Chief of Police  
FROM: Darlene George, City Clerk *Darlene*  
SUBJECT: MGM Liquor Warehouse  
355 Willow Bend

We have been notified by MGM Liquor Warehouse that LAMA Corporation which owns the above referenced MGM Liquor Warehouse will have some changes in ownership. The new owner of 50 percent of the stock of the corporation will be Mr. Terrance J. Maglich and will be Vice-President and Secretary of the corporation. Upon advice from our City Attorney, I have asked Mr. Maglich to fill out a personal statement so that an investigation may be conducted on him.

Attached is the personal statement. Please have the investigation completed and return your findings to me as soon as possible. If you have any questions or need further information, please contact me.

DG/js

attachment



*#500 Investigation  
Fee  
Receipt #55537*

1124 Larpenteur Ave. W., St. Paul, MN 55113  
(612) 487-1006  
FAX: (612) 487-2115

March 13th, 1991

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

RE: MGM Liquor Warehouse  
355 Willow Bend

Dear Ms. George:

Per your request, enclosed are the completed investigation forms for Mr. Terrance Maglich. Also enclosed is a check in the amount of \$500.00 for the investigation fee.

Please notify me when this change in ownership is approved by the city. If you have any additional questions, please give me a call.

Very truly yours,  
LAMA CORPORATION

A handwritten signature in cursive script that reads 'Jackie Jorgensen'.

Jackie Jorgensen  
Office Manager

/jj  
Enc.



### PERSONAL STATEMENT

NOTICE: Application must be typewritten or clearly printed in ink. All questions must be answered, if applicable. If not, indicate NA (not applicable). Applications which are not complete and legible will not be considered. If space provided is not sufficient for complete answers, or you wish to furnish additional information, attach sheets of the same size as this application and number answers to correspond with questions.

1. PERSONAL HISTORY
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Maglich, Terrance Joseph

---

NAME IN FULL (LAST, FIRST, MIDDLE)



## **Partially Scanned Material**

The remainder of this page/item has not been digitized due to privacy considerations. The original can be viewed at the Minnesota Historical Society's Gale Family Library in Saint Paul, Minnesota. For more information, visit [www.mnhs.org/library/](http://www.mnhs.org/library/).

DUE DATE: NOON, WEDNESDAY, MARCH 27, 1991

MEMO TO: Jerry Dulgar, City Manager

MEMO FROM: Joan Schmidt, Deputy Clerk

ACTION NEEDED MEMO: From the March 19, 1991 Council Meeting

The items listed below are the actions requested by the City Council at their regular Council meeting of March 19, 1991. These items should be taken care of by noon, **Wednesday**, preceding the next regularly scheduled Council meeting and returned to the City Clerk for her review.

DEPARTMENT      ITEM

ADMINISTRATIVE  
SECRETARY

Proclamation regarding Chemical Free Week in the City of Crystal.

ACTION NEEDED: Get signed copy of Proclamation to Susan Carstens in the Police Department.

ACTION TAKEN: Given to Susan Carstens 3-20-91.

HEALTH  
DEPARTMENT

1. Consideration of the Rabies Vaccination Clinic on May 18, 1991.

ACTION NEEDED: Proceed with publication and preparation for the Rabies Vaccination Clinic as approved by the City Council.

ACTION TAKEN: In process.

ADMINISTRATIVE  
SECRETARY

2. Consideration of Charitable Gambling License exemption for St. Francis Jaycees for a raffle to be held at K of C Hall, 4947 West Broadway on April 19, 1991, with waiver of the 45 day notice to State Gaming Department.

ACTION NEEDED: Send letter to the State Department of Gaming waiving the 45 day notice.

ACTION TAKEN: Letter sent 3-20-91 with copy to St. Francis Jaycees.

ADMINISTRATIVE  
SECRETARY

3. Set April 11, 1991, at 7:00 p.m., as the date and time for a Special Council Meeting for a Public Hearing to consider Issuance of General Obligation Tax Increment Refunding bonds, Series 1991A.  
ACTION NEEDED: Post meeting notice.  
ACTION TAKEN: Meeting notice posted.

PUBLIC HEARINGS

PUBLIC WORKS  
DIRECTOR

1. Public hearing to consider improvements to the public alley extending from 43rd Avenue southward to the Crystal City boundary between Welcome and Vera Cruz Avenues.  
ACTION NEEDED: Proceed with assessments to abutting property owners as approved by the City Council.  
ACTION TAKEN: Robbinsdale notified of approval. Construction agreement being prepared.

REGULAR AGENDA

ADMINISTRATIVE  
SECRETARY

1. Consideration of the application of Anthony Kamp, 4824 Quail Avenue North, for appointment to the Human Relations Commission.  
ACTION NEEDED: Prepare letter of appointment for City Manager's signature, including minutes of the last 3 meetings of the Commission and the ordinance pertaining to the Commission; add name to Commission roster.  
ACTION TAKEN: Letter sent with pertinent information on 3-20-91; roster updated.

CITY CLERK/  
FINANCE  
DIRECTOR

2. Appearance by Bob Thistle of Springsted, Incorporated regarding refunding bonds.  
ACTION NEEDED: Work with Springsted to execute issuance and sale of the bonds.  
ACTION TAKEN: Working with Springsted, Inc. for completion of sale.

BUILDING  
INSPECTOR

3. Consideration of a variance application to erect a canopy that encroaches in the required front yard and side street side yard setback at 5359 West Broadway as requested by SuperAmerica.  
ACTION NEEDED: Notify applicant of Council approval and proceed with variance as approved.  
ACTION TAKEN: Applicant was present at meeting; Bob McClun was in office on March 21, 1991.

BUILDING  
INSPECTOR

4. Consideration of a variance application to build a deck which will encroach in the required 30' side street side yard setback at 3601 Colorado Avenue North.  
ACTION NEEDED: Notify applicant of Council denial.  
ACTION TAKEN: Applicant was present at meeting; staff is reviewing their proposal and possible permit for a landing with required stairs.

BUILDING  
INSPECTOR

5. Consideration of a variance application to build an addition to the existing garage which will encroach 3' into the required front yard setback of 30' at 3709 Adair Avenue North.  
ACTION NEEDED: Notify applicant of Council decision to continue this item until the next meeting. Place item on City Council Agenda for April 2, 1991.  
ACTION TAKEN: Applicant was notified that Council tabled until April 2nd meeting. He was advised to be present.

ASSISTANT  
MANAGER

6. Consideration of an agreement between the cities of Bloomington and Crystal for provision of Hepatitis B vaccine for City of Crystal "at risk" employees.  
ACTION NEEDED: Provide City of Bloomington with executed copy of the agreement and place copy in our agreement file.  
ACTION TAKEN: Completed 3-20-91.

ASSISTANT  
MANAGER

7. Consideration of City of Crystal voluntary leave without pay program for the calendar year 1991.  
ACTION NEEDED: Proceed with notification of the voluntary leave without pay program to all Crystal employees.  
ACTION TAKEN: Completed 3-20-91.

PUBLIC WORKS  
DIRECTOR

8. Consideration of stop sign installation on Xenia Avenue at 48th Avenue intersection.  
ACTION NEEDED: Proceed with installation of two way stop signs on Xenia Avenue at its intersection with 48th Avenue as approved by the City Council.  
ACTION TAKEN: Installation in progress.

PUBLIC WORKS  
DIRECTOR

9. Consideration of construction agreement with Hennepin County for 42nd Avenue overlay in Robbinsdale (covers Crystal utilities).  
ACTION NEEDED: Notify necessary parties at Hennepin County, State of Minnesota, and City of Robbinsdale of Council approval of the agreement and submit executed copies of the agreement as necessary.  
ACTION TAKEN: Agreement executed and forwarded to County.



CITY CLERK

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

# Several bills would limit state mandates

Several bills have been introduced and are receiving hearings which would limit the state's ability to impose mandates. Others would provide funding for mandates or allow local governments to not comply with a mandate if state funding was not adequate. The League has endorsed these bills and will be working to support their passage.

All of these bills, just like the mandate discussion in general, focus more on restraint of mandates which are more likely to affect counties and involve social service programs. Mandates to cities are usually less costly and more administrative in nature. Mandates are costly to cities but the cost accumulates from more minor requirements and are often difficult to estimate. Both cities and counties face revenue-restricting mandates affecting property tax levies, impact fees, and special assessments.

S.F.448 (Morse, DFL-Dakota) is the most far-reaching of the bills, and was the first to receive a hearing this session. This is the fourth year that this bill, drafted by the Metropolitan Inter-County Association (MICA), has been before the Legislature. With support from Chair Betty Adkins (DFL-St. Michael) (co-author of the bill), the Senate Local Government Committee discussed and passed the bill on Tuesday, March 19. The bill will now go to the Senate Governmental Operations Committee.

In previous years, this committee had been a roadblock for passage to the Senate floor. This year, however, the chair of the committee, Sen. Gene Waldorf (DFL-St. Paul), is also a co-author of the bill, and it appears the bill will be able to progress further in the legislative process. The bill will eventually need to go to the Senate Finance Committee.

The bill starts by defining man-

dates in the broadest terms--"a requirement imposed upon a political subdivision by the Legislature, a state agency, or judicial authority which, if not complied with, results in (a) civil liability, (b) criminal penalty, or (c) administrative sanctions such as reduction or loss of funding."

The bill breaks mandates into two classes. Class A mandates would be those requirements in which the state requires local governments to participate, sets the structure of the program, and sets the procedural regulations for its administration. Funding to cover the costs of these mandates would have to be included in the state's budget.

Class B mandates would be those which allow local governments to choose to administer with the understanding that revenue to cover 90 percent of the full administrative and programmatic costs. Local governments which choose to administer Class B mandates could end their participation if the state's financial contribution dropped below 85 percent of the total program costs.

The bill would create a division of state and local mandates in the Office of the State Auditor. This division would be responsible for preparing fiscal notes on any proposed state action that would force a local government to incur costs. Currently, the Finance Department oversees the preparation of fiscal notes by individual state agencies for proposed legislation. There are no mechanisms to estimate the costs of proposed rules prior to their adoption by state agencies or for court actions prior to judicial decisions.

In addition, the bill would require periodic (once every five years) review of administrative/state agency rules to the division of state and local mandates.

The companion bill is H.F.461 (Simoneau, DFL-Fridley).

S.F.705 (Vickerman, DFL-Tracy) defines a mandate as a legal requirement, a constitutional specification, a statutory provision, an administrative regulation, a judicial action, or a court order that local governments must establish or modify a specific activity, or provide a service to meet minimum state standards.

Local governments could choose not to comply with state mandates if the mandate involves additional costs and the state doesn't pay those costs. If the local government chose to comply with the mandate, without the adequate state funding, the bill would allow the unit to increase its levy by the necessary amount. The bill includes a provision to allow for the probability of local governments having to exceed their levy limits.

Mandates with costs of more than \$50,000 per year to local governments would automatically sunset within five years of their enactment, unless specifically reauthorized.

The companion bill is H.F.798 (Sviggum, IR-Kenyon).

S.F.715 (Morse, DFL-Dakota) would legislate that counties and cities would not be bound by law to spend money on a state mandate, unless: sufficient state funds had been appropriated; two-thirds of each house approves the law; the law applies to all people situated similarly, including the state and local governments; or the law is either to comply with federal law or program and requires specific action by a county or city.

The companion bill is H.F.790 (V. Johnson, IR-Caledonia).

The League will continue to update you on these bills. We encourage cities to contact legislators to support these efforts to control state mandates on cities. SH

# Administration proposes truth in taxation changes

- Timeline shortened
- One week for hearings
- No parcel-specific notices

The Department of Revenue is proposing major changes in truth in taxation because of the governor's interest in having three installment payments of property tax. A presentation outlining some of the changes and the new timeline went to the Dyrstad Commission on State and Local Government Relations on Friday, March 15.

The proposal would abandon the parcel-specific truth in taxation notice for now. These notices, estimating the impact of the proposed property tax on each individual parcel of property, would inform property owners of the estimated impact of proposed property tax levies on their tax bills.

The original design of the truth in taxation program, with the current generic notice, was to be a phase-in process to the parcel-specific notice. The generic notice provides property owners only the total proposed levy amounts for each city or township, county, and school.

Under current law, Hennepin, Ramsey, and St. Louis counties would start using the parcel-specific notice for taxes payable in 1992 (calendar year 1991). The remaining 84 counties would switch to the parcel-specific notice for taxes payable in 1993.

League policy supports the parcel-specific notice, and staff has been strongly advocating its use. League staff believes that information on each parcel is far more valuable for citizen input into the levy-setting process.

Here are some of the issues of concern in the proposal. (The timeline box shows the proposed schedule.)

\* Each local government unit would be assigned a specific five days to hold its public hearings; few cities

would, therefore, be able to have their truth in taxation hearings on their regularly scheduled meeting dates (currently, cities may pick any hearing date between Nov. 15 and Dec. 20 as long as their county or school district haven't picked that date.);

\* Allowing only five days for each local governmental unit to hold hearings would prohibit a city from holding a second hearing. This prevents cities from taking citizen comments under discussion and making any meaningful change to the proposed levy;

\* All hearings would be concluded before the general election; cities would be the last of the three levels of local government participating in truth in taxation, all objective discussion could be lost, as tax levels become the only issue in the election;

\* From the proposed timeframe, it appears that it would never be possible to accommodate the time necessary to prepare parcel-specific notices;

\* The date for the proposed certification of levies would not change, but final levies would be

certified by November 15;

\* County treasurers would need to mail tax bills by February 3, 1992

The proposal does appear to allow for smaller newspaper advertisements, an advertising exemption for smaller cities, and an opportunity for advertising earlier in the truth in taxation process.

The governor supports changing the current two-payment system to three property tax payments--on March 15, July 15, and November 15. Currently, payments are on May 15 and October 15.

Two issues may be driving Carlson's support of this change. First, if property taxes do rise sharply as a result of the large aid cuts that he is proposing, the increases may not be as noticeable when spread over three equal payments. Second, Carlson claims to want to increase the revenue flowing to cities and counties in the first six months of the year to reduce the fund balances that cities need to maintain for adequate cash flow.

The Legislature has not received this proposal in bill form. SH

## Proposed changes to truth in taxation process

Sept. 1, 1991	Cities, counties, townships, and schools districts certify proposed property tax levy for 1992.
Oct. 1, 1991	Counties mail generic notices of proposed property taxes.
Oct. 14-18	Counties hold hearing on proposed taxes.
Oct. 21-25	School districts hold hearing on proposed taxes.
Oct. 28-Nov. 1	Cities hold hearing on proposed taxes.
Nov. 15, 1991	Cities, counties, townships, and school districts certify final property tax levy for 1992, and, certify compliance with truth in taxation requirements to the Department of Revenue.
Feb. 3, 1992	Counties mail property tax bills to taxpayers.

# Cities not cause of high taxes

Executive Director Donald Slater sent this letter to Governor Arne Carlson, members of the House Tax Committee, members of the Senate Tax Committee, and Senator Roger Moe, on March 18.

The current state budget discussions feature repeated statements that Minnesota state and local taxes are out of control, taking an ever-growing share of citizens' incomes, etc. The League of Minnesota Cities is especially concerned about the frequent assertion that the taxes and spending of cities are a major source of the high taxes.

The facts show that the statements about Minnesota government taxes being out of control are incorrect. The first attached graph shows Minnesota state and local taxes as a percent of personal income from 1971 to 1989, the last year for which U.S. census data are available. The graph shows that Minnesota 1989 state and local taxes in fiscal year 1989, 13.1 percent of personal income, were lower than ANY year in the period 1971 to 1979.

Further, the trend in recent years compared to the 1970s is definitely DOWNWARD. The graph shows some unusual effects resulting from the 1980-82 recession, with taxes abnormally low in 1981 and 1982. Then, the tax increases necessary to resolve the deficits caused unusually high taxes in 1983 and 1984. The large income tax cut in the 1985 session shows up in fiscal year 1986.

These are good results, especially considering the reduction in federal aid during this period and the growth of medical assistance from almost nothing in 1971 to about \$1 billion in state spending annually today.

The second attached graph compares Minnesota percent state and local taxes to personal income to the U.S. percentages for the same 1971-1989 period. The abnormal results for fiscal years 1981 to 1984, explained regarding the first graph, also appear in this graph, again due to the effects of the 1980-82 recession and the severe state budget crisis. Aside from

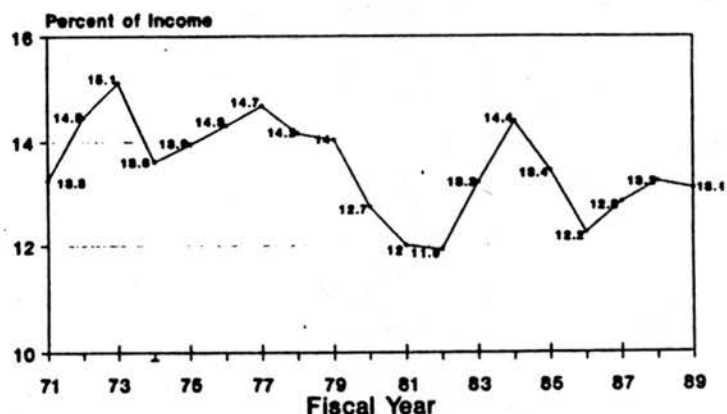
these unusual years, the general impression from the graph is that Minnesota's state and local taxes as a percent of personal income have stayed about constant relative to the U.S., at about 113 percent of U.S. The average for 1987-89 is 113 percent, while the average of 1971-78 is 112.6 percent.

Both of these graphs show that Minnesota state and local taxes are under control, both as a percent of personal income and relative to other states. Regarding why we are about

13 percent above the U.S. average, without going into a long discussion, other studies have shown that some of the factors are costs for our #1 high school graduation rate, costs for our #2 post-secondary participation rate, highway costs due to winter weather, and generous medical assistance provisions.

I hope that this information will assist you in evaluating Minnesota's past record in state and local taxes and the related issues regarding the current state budget shortfall. DAS

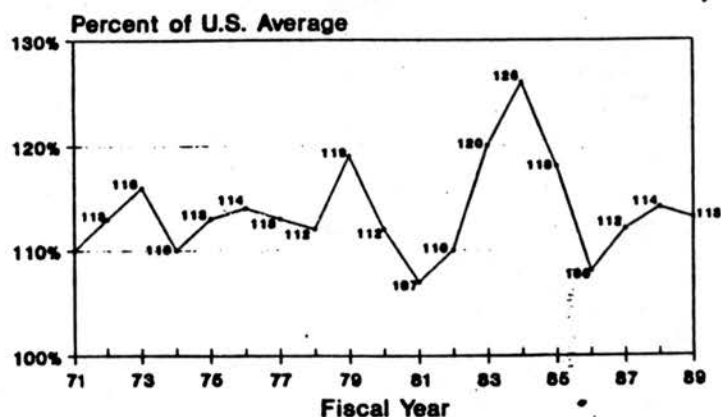
## Minnesota State & Local Taxes As Percent of Personal Income, 1971-1989



Source: U.S. Census Bureau

League of Minnesota Cities, 1991

## Minnesota State and Local Taxes Relative to Personal Income, 1971-1989



Source: U.S. Census Bureau

League of Minnesota Cities, 1991





# BULLETIN

March 22, 1991

TO: AMM Member Cities

FROM: Vern Peterson, Executive Director  
Roger Peterson, Director of Legislative Affairs

RE: ANNUAL MEETING - MAY 30TH., NOMINATING COMMITTEE ETC.

1. 1991 AMM ANNUAL MEETING - THURSDAY, MAY 30, 1991

The 1991 AMM Annual Meeting has been set for Thursday evening, May 30, 1991. Many of the specific details have not been settled as yet but it will follow the usual format with a reception social hour starting at about 5:30 P.M. with a dinner and business meeting to follow. Tentative plans are to also have an afternoon workshop preceding the social hour dealing with the concept of Alternative Dispute Resolution (ADR). The AMM Dispute Resolution Committee under the leadership of co-chairs Jim Prosser and Roger Williams is planning this exciting workshop. A specific meeting notice containing all the details will be mailed in early May but we would urge you to mark your calendars now for Thursday, May 30th.

2. NOMINATIONS FOR BOARD AND OFFICER POSITIONS SOLICITED:

A seven member Nominating Committee, as required by the by-laws, was appointed by the board on March 7th. Members are Walt Fehst, Chair, Robbinsdale Manager; Bill Buth, Cottage Grove Councilmember; Joan Campbell, Minneapolis Councilmember; JoAnne Grow, Arden Hills Councilmember; Mark Nagel, Anoka Manager; Dave Unmacht, Prior Lake Manager and Ken Wolf, Burnsville Councilmember.

The Offices of President, Vice President and eight directors are up for election. Your help is needed in putting forth strong candidates for these positions. If you know a city official you would like to see considered for nomination, please forward his or her name and a brief resume to the AMM Office by no later than April 15th.

## RESPONSIBILITIES OF THE BOARD OF DIRECTORS:

The Board of Directors is responsible for the overall management and administration of the AMM staff and activities and exercises its responsibilities through the Executive Director. The Board is also responsible for the Annual Budget and Work Program and appoints members of the Legislative Policy Committees and establishes priorities on an annual basis. The Board normally meets once a month on the 1st. Thursday evening of each month commencing at 7:00 P.M. Please contact Vern Peterson in the AMM Office should you desire more information with respect to Board activities and responsibilities.

### 3. SYNOPSIS OF MARCH 7TH. AMM BOARD MEETING:

#### AMM POSITION ON LMC BOARD

The League of Minnesota Cities Strategic Planning Committee may recommend that the AMM President be removed as a voting member from the LMC Board of Directors, the AMM Board learned at its March 7, 1991, meeting.

Karen Anderson, AMM Board member and LMC Strategic Planning Committee member, told the Board that the Coalition of Greater Minnesota Cities has told the League that it would like to see the removal of the AMM representative on the LMC Board.

During the Board discussion, the following points were made about why AMM should retain its voting status on the League Board:

- \* Membership in AMM requires LMC membership, Coalition membership does not.
- \* AMM does not take positions contrary to the League, in accordance with AMM by-laws; nothing prevents the Coalition from taking positions in opposition to the League.
- \* AMM deals with metro concerns which are not dealt with by the LMC.
- \* AMM leases office space from the League and was asked to help fill up space when the new building was built.

Anderson said she would keep the AMM Board informed of the sentiment of the Strategic Planning Committee.

#### LEGISLATIVE UPDATE

Vern Peterson and Roger Peterson reported on the status of various portions of the governor's tax proposal. They also noted that AMM cities were participating in the House and Senate hearings at the Capitol and throughout the metro area on the governor's proposed property tax changes.



Roger Peterson reviewed HF 412 (Pugh, DFL-South St. Paul), which would require people installing fuel burners (furnaces, stoves, etc.) in the metro area to be licensed by St. Paul or Minneapolis. The Board voted to oppose HF 412/SF 378 as an unnecessary infringement on local control, an additional enforcement mandate without proper funding, and as providing a questionable solution for an as yet non-existent problem.

#### COMMITTEE REPORTS

##### METRO APPOINTMENTS REVIEW:

The committee chaired by Gloria Vierling is concentrating on the governor's nominating committee process and has asked several resource people to speak to members of the AMM, the Council of Metropolitan Area Leagues of Women Voters and the Citizens League. The committee has decided to first work on the nominating process.

##### REVENUES:

The committee chaired by Craig Rapp, discussed current tax proposals plus alternatives. It was cautious about over reacting to the governor's budget proposal, but suggested work continue to explore alternative revenue sources to counter potential loss of LGA/HACA funds. It directed AMM staff to maintain discussions with other interested groups and report to the Revenues committee as warranted.

##### METROPOLITAN AGENCIES:

The committee chaired by Bill Barnhart met with the Metropolitan Waste Control Commission to begin examining the commission's operation and funding. Three more meetings are scheduled to discuss the MWCC budget, mandates under which it must operate and new opportunities that would be available if the AMM were to offer oversight to the MWCC.

##### DUES COMMITTEE, NOMINATING COMMITTEE ESTABLISHED

The AMM Board approved the creation of a Dues Study Committee to examine the structure of AMM dues and how to phase in new population numbers from the 1991 census.

The Board also approved the naming of a Nominations Committee.

##### ANNUAL MEETING

The AMM Annual Meeting will be May 30, 1991, at the Earle Brown Heritage Center in Brooklyn Center (formerly the Earle Brown farm).

## COMPUTER/PROPERTY TAX MODELING CONTRACT WITH MINNEAPOLIS

Roger Peterson explained the computer runs regarding projected property tax increases if the governor's proposal were to be passed as presented. Staff said that the AMM has had excellent reception to these runs from legislators and member city officials. The Board approved the 'memorandum of understanding' pertaining to providing the AMM with continued access to the Minneapolis Computer Property Tax model which had been negotiated between President Bakken, AMM Staff and the City Council of Minneapolis.

### PERSONNEL FILE

The Board took the following action regarding personnel:

- \* Appointed Ken Mahle, Woodbury Mayor, to fill AMM Board vacancy created by Sharon Klumpp's resignation.
- \* Nominated LeAnn Sargent, Maple Grove Council, to fill the TAB vacancy created by the death of Barbara Savanick.
- \* Authorized staff to seek a replacement on the RTB Local Officials Advisory Board from the southern metro area.

#### 4. TAX PROPOSAL UPDATE:

You, the local city officials have been successful in getting the administration's attention. Your discussions with legislators, the media, and citizens have well defined publically the possible property tax consequences of the initial Carlson tax proposal. A major element of that proposal, the restructuring of the classification system, appears to be in the process of being scaled back considerably. However, there is still on the table, the total cut in HACA and Disparity Aid and deep cuts in LGA. This part of the proposal has a very diverse effect on cities in the metro area. A few cities do not receive any LGA and little or no HACA. There is no impact on them. Some cities receive as high as 65% plus of their total revenue in one or more forms of aid. The impact on these cities is extreme. The average affect of the aid cut proposal is about 30% of total revenues for metro area cities.

To calculate the impact in your city, add HACA, Disparity Aid and 40% of your LGA together (this is the approximate proposed cut) and subtract this from your current revenue base which is all aid plus levy. This is the amount left for service expenditures if no levy back is initiated or authorized.

We have been critized by the Governor and some news media for using scare tactics in releasing results of full levy back for the cuts. On the other hand, the proposers have shown property tax

results if there is zero levy back and application of circuit breaker (now renamed Income Sensitive Homestead Credit).

Although, this does indicate much less property tax change, it does not consider what services are diminished or lost. Therefore, the AMM over the next two weeks is going to try to demonstrate what typically might happen to essential public services if the cuts were made as proposed without levy increases.

You are encouraged to estimate your cities specific loss and as appropriate inform your residents, your legislators, the news media, and the administration what service impacts might be expected. For some, this could be a chilling experience.

The AMM will continue to monitor events as they unfold and keep you informed to the best of our ability as to the proposals on the table and their impact upon your city.

**DISTRIBUTION NOTE:** This Bulletin has been mailed to all Mayors, Legislative Contacts and Managers and Administrators. We would ask the Managers/Administrators to distribute copies to your city councilmembers as well.

Thank you.

Rep. Ann H. Rest  
Assistant Majority Leader  
District 46A  
Crystal/New Hope  
Hennepin County



# Minnesota House of Representatives

Robert Vanasek, Speaker

CHAIR, PROPERTY TAX SUBCOMMITTEE  
COMMITTEES: EDUCATION, EDUCATION FINANCE DIVISION; JUDICIARY, CRIMINAL JUSTICE DIVISION;  
RULES AND LEGISLATIVE ADMINISTRATION; TAXES

March 26, 1991


Jerry Dular, City Manager  
City of Crystal  
4141 No. Douglas Dr.  
Crystal, MN 55428

Dear Mr. Dular:

I appreciate receiving a copy of the resolution passed by the New Crystal City Council supporting the special legislation for school liaison officers. It is very important that the proposal have the support of the local communities and the school district. I am pleased to offer the legislation on behalf of New Hope and Crystal, and it should be introduced in the House this week.

I was disappointed with the reaction from Plymouth and am still waiting to hear from the other cities. Please let me know of your progress in gaining support. I will be sending the bill and supporting letters to other legislators in District 281 for their support.

Sincerely,

  
Ann Hiller Rest,  
State Representative



JAMES SCHEIBEL  
MAYOR

CITY OF SAINT PAUL  
OFFICE OF THE MAYOR

347 CITY HALL  
SAINT PAUL, MINNESOTA 55102  
(612) 298-4323

March 26, 1991

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

Dear Mayor Herbes:

Once again, the Hennepin County Board of Commissioners is attempting to change the fiscal disparities law. This effective law has gone a long way to equalize the metropolitan area tax burden. As mayors who represent cities that benefit from the fiscal disparities law, it is vital that each of us actively oppose this effort.

Without tax base sharing, our wealthiest metropolitan communities would have a per capita commercial/industrial tax base 22 times larger than the poorest communities. Because of the tax base sharing, the average disparity between communities has been reduced from 10 to 1 to just 4 to 1. The current proposal reverses that progress and would likely return us to a disparity as wide as 10 to 1.

The January 23, 1991 Star-Tribune editorial may have said it the best. "Such wealth sharing makes sense because communities in the Twin Cities Area are interdependent parts of a single economic entity. Thus, one city might provide a family with a place to live, a second a place to work, a third a place to attend school, a fourth a place to shop, and fifth a place to generate the electricity to light their home."

An important fact to keep in mind is that many of the cities that share their dollars still have lower tax rates and remain some of the wealthiest in per capita commercial/industrial tax base. The same need exists today that the law was originally implemented for, to recognize that in the seven county metro area, that this economic and social interdependence exists, and that there are inequities in municipal tax capacity. All communities gain when the entire metro area is able to keep property taxes low, provide essential services, and foster an attractive environment for development.

Metropolitan Area Mayors

The fiscal disparities law is doing what it was intended to do. Please join us in actively opposing any changes to the fiscal disparities law by contacting your legislators. Send copies of any letters you send to your legislators to Mayor Scheibel's Office, 347 City Hall, Saint Paul, Minnesota 55102.

Sincerely,



James Scheibel  
Mayor, City of Saint Paul



Martin Kirsch  
Mayor, City of Richfield



Elwyn Tinklenberg  
Mayor, City of Blaine



TERRY S. JOHNSON 3709 Adair Ave No.  
TIMOTHY J. AGRAW 5612 CORVALLIS Ave No -  
SHeldon Friedman 5908 med. CR rd.  
David Seffgen 5919 Medicine Lake Road.  
Jeff Reidenberg 2741 2nd Ave. N.  
Laura M. Videna 5542 Vera Cruz  
Bonnie Menez 4944 Vera Cruz  
Dan Mruz 4944 Vera Cruz Ave N

*Burlene*

*754*

**SPECIAL COUNCIL AGENDA**

April 11, 1991

Pursuant to due call and notice given in the manner prescribed by Section 3.01 of the City Charter, the Special Meeting of the Crystal City Council was held on April 11, 1990, at 7:00 P.M., at 4141 Douglas Drive, Crystal, Minnesota.

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

Councilmembers

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

Staff

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

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

1. It being 7:00 p.m., or as soon thereafter as the matter may be heard, Mayor Herbes declared this was the date and time as advertised for a public hearing at which time the City Council will consider the sale of \$6,310,000 General Obligation Tax Increment Refunding Bonds, Series 1991A, City of Crystal, Hennepin County, Minnesota. The Mayor asked those present to voice their opinions or to ask questions concerning this matter. Those present and heard were: *Robert Thistle, Springsted, Incorporated.*

The Mayor closed the Public Hearing.

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

RESOLUTION NO. 91-31

RESOLUTION AWARDING THE SALE OF \$6,310,000 GENERAL  
OBLIGATION TAX INCREMENT REFUNDING BONDS, SERIES 1991A

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

Motion carried, resolution declared adopted.

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

Motion Carried.

Meeting adjourned at 7:15 p.m.

**SPRINGSTED**

PUBLIC FINANCE ADVISORS

500 Elm Grove Road  
Suite 101, P.O. Box 37  
Elm Grove, WI 53122-0037  
(414) 782-8222  
Fax: (414) 782-2904

2739 Second Avenue S.E.  
Cedar Rapids, IA 52403-1434  
(319) 363-2221  
Fax: (319) 363-6999

85 East Seventh Place  
Suite 100  
Saint Paul, MN 55101-2143  
(612) 223-3000  
Fax: (612) 223-3002

6800 College Boulevard  
Suite 600  
Overland Park, KS 66211-1533  
(913) 345-8062  
Fax: (913) 345-1770

135 North Pennsylvania Street  
Suite 2015  
Indianapolis, IN 46204-2498  
(317) 684-6000  
Fax: (317) 684-6004

222 South Ninth Street  
Suite 2825  
Minneapolis, MN 55402-3368  
(612) 333-9177  
Fax: (612) 333-2363

**\$6,310,000\*****CITY OF CRYSTAL, MINNESOTA****GENERAL OBLIGATION TAX INCREMENT REFUNDING BONDS, SERIES 1991A****AWARD:**

**PRUDENTIAL SECURITIES, INC.**  
**DEAN WITTER REYNOLDS INCORPORATED**  
**LEHMAN BROTHERS**  
**PAINWEBBER INCORPORATED**

**SALE:****April 11, 1991****Moody's Rating: A-1**

<b>Bidder</b>	<b>Interest Rates</b>	<b>Price</b>	<b>Net Interest Cost &amp; Rate</b>
PRUDENTIAL SECURITIES, INC.	5.90% 1997	\$6,247,404.80	\$5,122,249.58 (6.6881%)
DEAN WITTER REYNOLDS	6.00% 1998		
INCORPORATED	6.10% 1999		
LEHMAN BROTHERS	6.20% 2000		
PAINWEBBER INCORPORATED	6.30% 2001		
	6.40% 2002		
	6.50% 2003		
	6.60% 2004		
	6.70% 2005		
	6.80% 2006		
	6.85% 2007	\$6,246,900.00	\$5,132,192.50 (6.7010%)
	6.90% 2008-2009		
PIPER, JAFFRAY & HOPWOOD	6.00% 1997		
INCORPORATED	6.10% 1998		
American National Bank Saint Paul	6.20% 1999		
Cronin & Company, Incorporated	6.25% 2000		
Juran & Moody, Incorporated	6.30% 2001		
Miller & Schroeder Financial, Incorporated	6.40% 2002		
Robert W. Baird & Company,	6.50% 2003		
Incorporated	6.60% 2004		
Craig-Hallum, Incorporated	6.70% 2005		
Edward D. Jones & Company	6.80% 2006		
Marquette Bank Minneapolis, N.A.	6.85% 2007		
John G. Kinnard & Company Incorporated	6.90% 2008-2009		
- In Association With -			
NORWEST INVESTMENT SERVICES,			
INCORPORATED			
Dougherty, Dawkins, Strand & Bigelow,			
Incorporated			

(Continued)

Bidder	Interest Rates		Price	Net Interest Cost & Rate
CLAYTON BROWN & ASSOCIATES, INCORPORATED	6.60%	1997-2000	\$6,247,091.20	\$5,151,740.65 (6.7266%)
GRIFFIN, KUBIK, STEPHENS & THOMPSON, INC.	6.625%	2001-2006		
	6.70%	2007-2009		
DAIN BOSWORTH INCORPORATED	6.25%	1997-2000	\$6,246,900.00	\$5,162,523.75 (6.740%)
SMITH BARNEY, HARRIS UPHAM & COMPANY	6.30%	2001		
	6.45%	2002		
MILLER, JOHNSON & KUEHN, INC.	6.60%	2003		
	6.70%	2004		
	6.75%	2005		
	6.80%	2006		
	6.85%	2007		
	6.90%	2008-2009		

---

These Bonds are being reoffered at par.

BBI: 7.06  
Average Maturity: 12.14 Years

\* *The size of this Issue did not change subsequent to bid opening.*



# OFFICIAL BID FORM

TO: Mr. Jerry Dulgar, City Manager  
City of Crystal  
4141 Doulgas Drive North  
Crystal, MN 55422  
(612) 537-8421

SALE DATE: April 11, 1991

RE: \$6,310,000\* General Obligation Tax Increment Refunding Bonds, Series 1991A

For the Bonds of this Issue which shall mature and bear interest at the respective annual rates, as follow, we offer a price of \$ 6,247,404.40 (Note: This amount may not be less than \$6,246,900) and accrued interest to the date of delivery.

<u>5.90</u> % 1997	<u>6.40</u> % 2002	<u>6.80</u> % 2006
<u>6.00</u> % 1998	<u>6.50</u> % 2003	<u>6.85</u> % 2007
<u>6.10</u> % 1999	<u>6.60</u> % 2004	<u>6.90</u> % 2008
<u>6.20</u> % 2000	<u>6.70</u> % 2005	<u>6.90</u> % 2009
<u>6.30</u> % 2001		

In making this offer we accept all of the terms and conditions of the Official Terms of Offering published in the Official Statement dated March 29, 1991. In the event of failure to deliver these Bonds in accordance with the Official Terms of Offering as printed in the Official Statement and made a part hereof, we reserve the right to withdraw our offer, whereupon the deposit accompanying it will be immediately returned. All blank spaces of this offer are intentional and are not to be construed as an omission.

\* The City reserves the right, after bids are opened and prior to award, to increase or reduce the principal amount of the Bonds offered for sale. Any such increase or reduction will be in a total amount not to exceed \$80,000 and will be made in multiples of \$5,000 in any of the maturities. In the event the principal amount of the Bonds is increased or reduced, any premium offered or any discount taken by the successful bidder will be increased or reduced by a percentage equal to the percentage by which the principal amount of the Bonds is increased or reduced.

Not as a part of our offer, the above quoted prices being controlling, but only as an aid for the verification of the offer, we have made the following computations:

NET INTEREST COST: \$ 5,122,249.58

NET EFFECTIVE RATE: 6.6881 %

## Account Members

Dean Witter  
Lehman Bros. } *gt. mgt.*  
Paine Webber

Prudential Securities Inc.  
Account Manager

BY: Thomas T. Sedler

The foregoing offer is hereby accepted by the Issuer on the date of the offer by its following officers duly authorized and empowered to make such acceptance.

*J. Dulgar*  
Manager

*Betty Hughes*  
Mayor

Received good faith check for return to bidder.  
SPRINGSTED Incorporated by \_\_\_\_\_



**OFFICIAL BID FORM**

TO: Mr. Jerry Dugar, City Manager  
City of Crystal  
4141 Doulgas Drive North  
Crystal, MN 55422  
(612) 537-8421

SALE DATE: April 11, 1991

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<u>6.25</u> % 1997	<u>6.45</u> % 2002	<u>6.80</u> % 2006
<u>6.25</u> % 1998	<u>6.60</u> % 2003	<u>6.85</u> % 2007
<u>6.25</u> % 1999	<u>6.70</u> % 2004	<u>6.90</u> % 2008
<u>6.25</u> % 2000	<u>6.75</u> % 2005	<u>6.90</u> % 2009
<u>6.30</u> % 2001		

In making this offer we accept all of the terms and conditions of the Official Terms of Offering published in the Official Statement dated March 29, 1991. In the event of failure to deliver these Bonds in accordance with the Official Terms of Offering as printed in the Official Statement and made a part hereof, we reserve the right to withdraw our offer, whereupon the deposit accompanying it will be immediately returned. All blank spaces of this offer are intentional and are not to be construed as an omission.

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Not as a part of our offer, the above quoted prices being controlling, but only as an aid for the verification of the offer, we have made the following computations:

NET INTEREST COST: \$ 5,162,523.75

NET EFFECTIVE RATE: 6.740 %

Account Members

*Smith Barney, Harris Upham - It.*  
*Meller, Johnson, Kuehn - It.*

*David Basworth*  
Account Manager

BY: *Shorella Pender*

The foregoing offer is hereby accepted by the Issuer on the date of the offer by its following officers duly authorized and empowered to make such acceptance.

\_\_\_\_\_  
Manager

\_\_\_\_\_  
Mayor

Received good faith check for return to bidder.  
SPRINGSTED Incorporated by \_\_\_\_\_

**OFFICIAL BID FORM**

TO: Mr. Jerry Dulgar, City Manager  
City of Crystal  
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<u>6.00</u> % 1997	<u>6.40</u> % 2002	<u>6.80</u> % 2006
<u>6.10</u> % 1998	<u>6.50</u> % 2003	<u>6.85</u> % 2007
<u>6.20</u> % 1999	<u>6.60</u> % 2004	<u>6.90</u> % 2008
<u>6.25</u> % 2000	<u>6.70</u> % 2005	<u>6.90</u> % 2009
<u>6.30</u> % 2001		

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Not as a part of our offer, the above quoted prices being controlling, but only as an aid for the verification of the offer, we have made the following computations:

NET INTEREST COST: \$ 5,132,192.50

NET EFFECTIVE RATE: 6.7010 %

**Account Members**

SEE OTHER SIDE

PIPER, JAFFRAY & HOPWOOD INCORPORATED  
Account Manager

BY:   
Gerald E. Bowers, Managing Director

The foregoing offer is hereby accepted by the Issuer on the date of the offer by its following officers duly authorized and empowered to make such acceptance.

\_\_\_\_\_  
Manager

\_\_\_\_\_  
Mayor

Received good faith check for return to bidder.  
SPRINGSTED Incorporated by \_\_\_\_\_

Account Members

PIPER, JAFFRAY & HOPWOOD INCORPORATED  
American National Bank St. Paul  
Cronin & Co., Inc.  
Juran & Moody, Inc.  
Miller & Schroeder Financial, Inc.  
Robert W. Baird & Co., Inc.  
Craig-Hallum, Inc.  
Edward D. Jones & Company, Inc.  
Marquette Bank Minneapolis  
~~Summitt Investment Corp.~~

*John E. Kennard*

— IN ASSOCIATION WITH —

NORWEST INVESTMENT SERVICES, INC.  
~~FIS INVESTMENT SERVICES, INC.~~  
The Northern Trust Company  
Dougherty, Dawkins, Strand & Yost Inc.  
~~Moore, Juran and Company, Inc.~~  
~~Park Investment Corporation~~  
~~Peterson Financial Corp.~~

**OFFICIAL BID FORM**

TO: Mr. Jerry Dular, City Manager  
City of Crystal  
4141 Doulgas Drive North  
Crystal, MN 55422  
(612) 537-8421

SALE DATE: April 11, 1991

RE: \$6,310,000\* General Obligation Tax Increment Refunding Bonds, Series 1991A

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<u>6.60</u> % 1997	<u>6.625</u> % 2002	<u>6.625</u> % 2006
<u>6.60</u> % 1998	<u>6.625</u> % 2003	<u>6.70</u> % 2007
<u>6.60</u> % 1999	<u>6.625</u> % 2004	<u>6.70</u> % 2008
<u>6.60</u> % 2000	<u>6.625</u> % 2005	<u>6.70</u> % 2009
<u>6.625</u> % 2001		

In making this offer we accept all of the terms and conditions of the Official Terms of Offering published in the Official Statement dated March 29, 1991. In the event of failure to deliver these Bonds in accordance with the Official Terms of Offering as printed in the Official Statement and made a part hereof, we reserve the right to withdraw our offer, whereupon the deposit accompanying it will be immediately returned. All blank spaces of this offer are intentional and are not to be construed as an omission.

\* *The City reserves the right, after bids are opened and prior to award, to increase or reduce the principal amount of the Bonds offered for sale. Any such increase or reduction will be in a total amount not to exceed \$80,000 and will be made in multiples of \$5,000 in any of the maturities. In the event the principal amount of the Bonds is increased or reduced, any premium offered or any discount taken by the successful bidder will be increased or reduced by a percentage equal to the percentage by which the principal amount of the Bonds is increased or reduced.*

Not as a part of our offer, the above quoted prices being controlling, but only as an aid for the verification of the offer, we have made the following computations:

NET INTEREST COST: \$ 5,151,740.65

NET EFFECTIVE RATE: 6.7266 %

Account Members

*Griffen Kiebek*

CLAYTON BROWN & ASSOCIATES, INC.

Account Manager

BY:

Guy Murdock, S.V.P.

*Guy Murdock*  
**312-559-1683**

The foregoing offer is hereby accepted by the Issuer on the date of the offer by its following officers duly authorized and empowered to make such acceptance.

\_\_\_\_\_  
Manager

\_\_\_\_\_  
Mayor

Received good faith check for return to bidder.  
SPRINGSTED Incorporated by \_\_\_\_\_