



**CITY of CRYSTAL**

4141 Douglas Drive North • Crystal, Minnesota 55422-1696

Tel: (763) 531-1000 • Fax: (763) 531-1188 • [www.crystalmn.gov](http://www.crystalmn.gov)

Posted: Nov. 15, 2024

City Council Meeting Agenda  
Tuesday, Nov. 19, 2024  
7 p.m.  
Council Chambers/Zoom Meeting

**The city manager's comments are bolded.**

1. Call to Order, Roll Call and Pledge of Allegiance
2. Approval of Agenda  
The Council will consider approval of the agenda.
3. Proclamations
  - 3.1 The Mayor will proclaim Nov. 28, 2024, as Thanksgiving Day in the City of Crystal.
  - 3.2 The Mayor will proclaim Nov. 30, 2024, as Small Business Saturday in the City of Crystal.
4. Appearances
  - 4.1 Chief Revering will present the Chief's Award to Julie Kleve.\*
  - 4.2 The Department of Public Safety will present awards to officers for their traffic enforcement efforts.\*
  - 4.3 Public Works Director Jesse Struve recognized the Crystal Team of Ryan Maurer and Cullen Loughlin, for their first-place win at the Minnesota Section American Water Works Association Hydrant Hysteria Competition.\*
5. Consent Agenda  
The Council will consider the following items, which are routine and non-controversial in nature, in a single motion:
  - 5.1 Approval of the minutes from the following meetings:
    - a. The City Council work session on Oct. 10, 2024.
    - b. The City Council work session on Oct. 15, 2024.
    - c. The City Council meeting on Oct. 15, 2024.
  - 5.2 Approval of the list of license applications submitted by the city clerk to the City Council, a list that is on file in the office of the city clerk.
  - 5.3 Adoption of a resolution authorizing an application to the Metropolitan Council Environmental Services Infiltration and Inflow Grant Program for 2025.
  - 5.4 Adoption of a resolution making the city's annual insurance elections.
  - 5.5 Approval of the appointment of Bethanie Zeller to the Sustainability Commission for a term to expire Dec. 31, 2025.

5.6 Adoption of a resolution reaffirming the City of Crystal's commitment to the West Metro Fire-Rescue District and its partnership with the City of New Hope.

6. Open Forum

The City Council appreciates hearing from citizens about items of concern and desires to set aside time during each meeting for Open Forum. To provide ample opportunity for all, speaking time is limited to three minutes and topic discussion is limited to ten minutes. The Mayor may, as presiding officer, extend the total time allowed for a topic. By rule, no action may be taken on any item brought before the Council during Open Forum. The Council may place items discussed during Open Forum onto subsequent council meeting agendas.

7. Regular Agenda

7.1 The Council will consider approval of disbursements over \$25,000 submitted by the finance department to the city council, a list that is on file in the office of the finance department.

**Recommend approval of disbursements over \$25,000.**

7.2 The Council will consider approval of site and building plans for a building addition at 5120 56th Ave. N. (Klever Liquor).

**Klever Sanchez Miranda, who owns the liquor store property at 5120 56<sup>th</sup> Ave. N., is proposing to construct a 4,125 square foot addition to the existing building. The property is zoned Commercial (C) and retail stores are a permitted use within that zoning district. The city's unified development code (UDC) requires site plan review and approval for the building addition and site improvements.**

**At the Nov. 12 Planning Commission public hearing, the Commission unanimously recommended approval of the site plan application. There were no public comments. Recommend approval.**

7.3 The Council will consider the first reading of an ordinance amending the Unified Development Code (UDC) related to cannabis businesses.

**The City Council is asked to consider the first reading of an ordinance amending the city's UDC to incorporate regulations related to cannabis. At the Nov. 12, 2024, Planning Commission public hearing, the Commission recommended approval of the ordinance. No one from the public provided comments.**

**The Commission recommended one change to the draft ordinance: allow "cannabis or hemp industrial businesses" in the Industrial district as a conditional use but do not allow this use in the Commercial district. The Commission believed that cultivation or manufacturing uses are not compatible with the Commercial district. Staff agrees with this recommendation, and it has been incorporated into the proposed ordinance for Council consideration. Recommend approval of first reading of the proposed ordinance. The second reading and adoption of the ordinance will be considered at the Dec. 3 meeting.**

7.4 The Council will consider the 2025-2034 Long-Term Plan.

**As part of the two-year budget process, the Council reviews a 10-year plan for capital funds, projects, and financial forecast, which is titled the Long-Term Plan. The Council's most recent**

**review of the 2025 – 2034 Long-Term Plan was at the Nov. 14 work session. Due to revisions requested during the work session, the updated plan is not available for inclusion in the packet but will be provided at the council meeting. Recommend the Council accept the 2025 – 2034 Long-Term Plan.**

- 7.5 The Council will consider the second reading and adoption of an ordinance to change the name of the Environmental Quality Commission (EQC) to the Sustainability Commission.

**Following the suspension of the EQC in late 2023 for the purpose of reformatting and refocusing the commission to broaden the purpose to include sustainability initiatives, staff is proposing to rename the commission to the Sustainability Commission. This must be done via ordinance. Council approved the first reading of the proposed renaming ordinance on Oct. 15. Approval of the second reading and adoption is requested.**

- 7.6 The Council will consider a resolution approving the bylaws for the Sustainability Commission.

**The Council has spent many work sessions and meeting refining the purpose and mission of the Sustainability Commission. Assuming the Council approves the second reading and adoption of the ordinance establishing this commission, the Council must adopt new commission bylaws. Recommend approval of the resolution approving the bylaws for this commission.**

- 7.7 The Council will consider a resolution authorizing professional services for the 2025 Utility Reconstruction Project.

**The 2025 Utility Reconstruction Project will occur in the area of Jersey Ave. N. (Medicine Lake Rd. – 30<sup>th</sup> Ave. N.) and Idaho Ave. N. (30<sup>th</sup> Ave. N. – 31<sup>st</sup> Ave. N.). Staff solicited proposals from three companies for professional services associated with the 2025 Utility Reconstruction project. The professional services will include the design of the roads, sanitary sewer, and watermain and the creation of specifications. The consultant will also assist staff through bidding on the project. The low qualified bidder was from WSB at cost of \$61,260. Staff reviewed the proposal from WSB and recommends approval of the resolution authorizing professional services for the 2025 Utility Reconstruction Project to WSB.**

- 7.8 The Council will consider a memorandum of understanding with International Union of Operating Engineers (IUOE), Local 49 (public works), for the 2025 insurance contribution.

**In 2023, the City Council approved a two-year labor agreement with IUOE, Local 49 (public works), that addressed the 2024 and 2025 wages and 2024 health insurance contributions and included a re-opener for 2025 health insurance contributions. Staff has met with representatives of Local 49 and negotiated a settlement for the 2025 health insurance contributions. This is the same agreement reached with Local 44 and Local 56 police unions and approved by Council on Oct. 1 and 15, respectively. Recommend approval of the 2025 health insurance contributions for Local 49.**

## 8. Announcements

- a. City offices will be closed Thursday, Nov. 28 and Friday, Nov. 29 in observance of the Thanksgiving Day holiday.
- b. The next City Council meeting is Tuesday, Dec. 3 at 7 p.m. in the Council Chambers at City Hall and via Zoom.

- c. Winterfest and the Santa Parade will be Saturday, Dec. 7. More information is available at [www.crystalmn.gov](http://www.crystalmn.gov).
- d. City Council meetings and work sessions are open to the public. Current and previous meetings are available for viewing and listening at [www.crystalmn.gov](http://www.crystalmn.gov).

9. Adjournment

*\*Denotes no supporting information included in the packet.*

**Have a great weekend; stay healthy. See you at Tuesday's meeting.**