



CITY of CRYSTAL

4141 Douglas Drive North • Crystal, Minnesota 55422-1696

Tel: (763) 531-1000 • Fax: (763) 531-1188 • www.crystalmn.gov

Posted: May 2, 2025

City Council Meeting Agenda
Tuesday, May 6, 2025
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 May 7, 2025, as Arbor Day in the City of Crystal.
 - 3.2 The Mayor will proclaim May 11–17, 2025, as National Police Week and May 15, 2025, as Peace Officers Memorial Day in the City of Crystal.
 - 3.3 The Mayor will proclaim May 18–24, 2025, as National Public Works Week in the City of Crystal.
4. Consent Agenda
The council will consider the following items, which are routine and non-controversial in nature, in a single motion:
 - 4.1 Approval of the minutes from the following meetings:
 - a. The city council work session on April 10, 2025.
 - b. The city council meeting on April 15, 2025.
 - c. The city council work session on April 15, 2025.
 - 4.2 Approval of disbursements over \$25,000 submitted by the finance department.
 - 4.3 Approval of the list of license applications submitted by the city clerk.
 - 4.4 Adoption of a resolution accepting a donation.
5. 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.
6. Regular Agenda

- 6.1 The council will consider a resolution awarding a contract for the redevelopment of Twin Oaks Park.

Twin Oaks Park is scheduled for redevelopment in 2025. The 2025 capital improvement plan includes \$425,000 for improvements in Twin Oaks Park. The overall project includes a new play area, picnic shelter, basketball court, veteran's memorial, and trails to improve accessibility. The city was awarded a community development block grant (CDBG) of \$146,000 and a Hennepin County Youth Activities Grant of \$100,000 for improvements at the park. The total funding for this project, with grants, is \$671,000.

The play area and a picnic shelter were previously approved and have been ordered. Bids for concrete, bituminous, and related work were advertised on April 3 and April 10, with a bid opening on April 24. Eleven bids were received, and Odesa II had the low bid of \$279,564. The engineer's estimate for this work was \$357,875.70, which results in an estimated saving of approximately \$78,000. The total cost of the above items is \$574,026, with available funding of \$671,000. Additional costs will include amenities such as picnic tables, benches, etc., and up to 10% for contingencies. Recommend approval of the resolution approving an agreement with Odesa II, in the amount of \$279,564 for concrete, bituminous, and related work at Twin Oaks Park.

- 6.2 The council will consider the first reading of an ordinance related to boulevard trees.

The council has held several discussions about amending the city code to permit the planting of trees in the city right-of-way to address the city's tree canopy needs. Staff has proposed ordinance language clarifying when trees can be planted in the right-of-way per the council's direction. These plantings must be reviewed and approved by the City Engineer/Public Works Director to make sure they are in an appropriate location. The proposed language also clarifies when a right-of-way permit for this type of planting is required. Staff will work with residents who desire trees to be planted. Recommend approval of the first reading of the proposed ordinance amending Chapter VIII, Section 800.07, amending the streets, alleys, and public ways regarding the planting of trees in the boulevard.

- 6.3 The council will consider the second reading of an ordinance establishing a franchise agreement with CenterPoint Energy and a resolution approving summary language for publication of the ordinance.

The City of Crystal's previous natural gas franchise agreement with CenterPoint Energy expired in 2022. A new agreement has been negotiated and reviewed by Kennedy & Graven and is now presented for Council consideration. This agreement, consistent with past practice and state law, grants CenterPoint Energy the right to use the city's public rights-of-way to operate, maintain, and repair its natural gas utility infrastructure. At its April 15 meeting, the council approved the first reading of the proposed ordinance. Recommend approval of the second reading and adoption of the ordinance establishing a franchise agreement with CenterPoint Energy. In a separate motion, it is recommended that the council approve the resolution approving the summary language for publication.

- 6.4 The council will consider authorization of professional services agreement with WSB for GIS migration.

The City of Crystal is proposing to authorize a professional services agreement with WSB to assist with the transition of its Geographic Information System (GIS) from LOGIS to an internally managed system hosted on Microsoft Azure. This strategic move comes as the city's contract with LOGIS nears its end in December 2025, and reflects the city staff's readiness to independently manage GIS operations, enhancing efficiency, responsiveness, and cost-effectiveness. The transition, supported by WSB's expertise and Esri's enterprise licensing, will empower city departments to expand GIS capabilities and improve service delivery to residents. The total investment of \$52,697 in 2025 and up to \$19,000 in 2026 is projected to pay for itself in approximately 1.5 years through operational savings..

7. Announcements

- a. The Parks and Recreation Commission will host the annual Arbor Day celebration and park cleanup on Wednesday, May 7, from 5:30 – 6:30 p.m., at Sunnyview Park, 3000 Hampshire Ave. N.
- b. The city council will hold a work session on Thursday, May 8, at 6:30 p.m. in the Upper Community Room at city hall and via Zoom.
- c. The Friends of Crystal Parks plant sale is Saturday, May 17, from 9 a.m. – 1 p.m. at Becker Park.
- d. The Community Police Academy will be held on May 17, at the Crystal Police Department.
- e. The next city council meeting is Tuesday, May 20, at 7 p.m. in the council chambers at city hall and via Zoom.
- f. The annual city-wide Garage Sale will take place May 29-31, from 9 a.m. – 5 p.m.
- g. To accommodate Crystal residents practicing No Mow May, which provides habitat and nutrition for early-season pollinators, the city waits until June 1 to begin long grass enforcement.
- h. The Junior Police Academy (June 12-13) for 6th-8th grade students, 9 a.m. – 4 p.m. at city hall and the community center.
- i. The Crystal Airport Open House is Sunday, June 15, from 8 a.m. – 3 p.m.
- j. The Crystal Farmer's Market begins (June 17), 3-6:30 p.m. at the Crystal Community Center
- k. A ribbon-cutting ceremony to celebrate the re-opening of Crystal Cove Aquatic Center will be held on Wednesday, June 25 at 4 p.m.
- l. 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.

8. Adjournment

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

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