



CITY of CRYSTAL

4141 Douglas Drive North • Crystal, Minnesota 55422-1696

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

Posted: May 16, 2025

City Council Meeting Agenda
Tuesday, May 20, 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. Consent Agenda
The council will consider the following items, which are routine and non-controversial in nature, in a single motion:
 - 3.1 Approval of the minutes from the following meetings:
 - a. The city council work session on May 6, 2025.
 - b. The city council meeting on May 6, 2025.
 - c. The city council work session on May 8, 2025.
 - d. The city council special work session on May 10, 2025.
 - 3.2 Approval of disbursements over \$25,000 submitted by the finance department.
 - 3.3 Approval of the list of license applications submitted by the city clerk.
 - 3.4 Approval of the appointment of Debra Schaber to the Parks and Recreation Commission.
 - 3.5 Approval of a resolution adopting a policy regarding charitable gambling proceeds.
 - 3.6 Adoption of a resolution approving the purchase of a 2025 GMC Sierra utility crane truck and accessories.
 - 3.7 Adoption of a resolution awarding a contract to WSB to conduct the 2025 Tree Inventory.
 - 3.8 Adoption of a resolution recognizing June as Pride Month.
4. 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.

5. Regular Agenda

- 5.1 The Council will consider civil penalties for violation of liquor license regulations by Charles R. Knaeble VFW Post #494, located at 5222 56th Ave. N.

Following routine liquor license compliance checks late last year, an employee of VFW Post #494 was convicted of selling alcohol to a minor. The City Council may now impose civil administrative penalties against the license holder. This is the second liquor violation for VFW Post #494 within two years, and according to the City Code in effect at the time of the offense, the City Council may impose a penalty of a \$1,500 fine and a three-day license suspension. Before acting on the civil penalties, the City Council should hear any comments from the representative(s) of VFW Post #494. Pursuant to the city ordinance and the penalty for a second violation, staff recommends that the City Council impose a three-day license suspension and a civil fine of \$1,500.

- 5.2 The Council will consider civil penalties for violation of tobacco license regulations by Dark Horse Vapors, Inc. dba Dark Horse Vapery, located at 5522 West Broadway.

Following routine tobacco license compliance checks late last year, an employee of Dark Horse Vapors was convicted of selling tobacco to a minor. The City Council may now impose civil administrative penalties against the license holder. This is the first tobacco violation for Dark Horse Vapors, and according to the City Code in effect at the time of the offense, the City Council may impose a penalty of a \$750 fine and a one-day license suspension. Before acting on the civil penalties, the City Council should hear any comments from the representative(s) of Dark Horse Vapors. Pursuant to the city ordinance and the penalty for a first violation, staff recommends that the City Council impose a one-day license suspension and a civil fine of \$750.

- 5.3 The Council will consider the first reading of a rezoning ordinance for redevelopment of 6000 56th Ave. N.

Woda Cooper Companies is proposing to demolish the existing office building and construct a 4-story, 44-unit apartment building called Lotus Pointe. The units would range in size from 1-4 bedrooms with mixed affordability levels of 30%, 50%, and 80% of the area median income. Parking would be provided in a basement parking garage and surface parking lot. At its May 12 meeting, the Planning Commission held the public hearing and unanimously recommended approval of the rezoning from Commercial to Town Center-Planned Development, including the site and building plans for Lotus Pointe. Council approval of the first reading of the ordinance is requested.

- 5.4 The Council will consider the first reading of an ordinance creating a neighborhood commercial district and amending the zoning map.

The proposed ordinance would create a new district, Neighborhood Commercial (NC), and amend the Official Zoning Map to change all commercial properties to NC, except those in the Town Center area (generally around Bass Lake Road and Broadway) and the Cub area (36th and Hwy 100). At its May 12 meeting, the Planning Commission held the public hearing and unanimously recommended approval of the proposed NC district and zoning map amendment. Council approval of the first reading of the ordinance is requested.

- 5.5 The Council will consider the first reading of an ordinance amending the Unified Development Code.

The proposed ordinance addresses several zoning policy questions discussed at City Council and Planning Commission work sessions during the past few months, together with proposed ordinance clarifications and corrections. At its May 12 meeting, the Planning Commission held the public hearing and took separate votes on each policy issue, which are described in your packet. The attached ordinance represents changes that were supported by a majority of the Planning Commission. Council approval of the first reading of the ordinance is requested:

- **Option #1 - approve the ordinance as recommended by the Planning Commission.**
- **Option #2 - approve the ordinance with additional changes. Please see the list of potential additional changes at the bottom of page 9 of the staff report, and include the desired additional changes in the motion to approve first reading.**

- 5.6 The Council will consider a resolution authorizing an agreement to install a new basketball court in Welcome Park.

The Welcome Park basketball court is scheduled for replacement in 2025. The park system master plan calls for moving the court to a new location to allow more room for a future soccer field. A public engagement process took place in 2024, and the process resulted in a recommendation of a smaller, youth-sized court located closer to the play area and fitness pod. The 2025 capital improvement plan includes \$25,000 for a new basketball court and \$40,000 for a connecting sidewalk in Welcome Park, for a total of \$65,000. The low quote for concrete, bituminous, and related work was received from Odesa II for \$44,980. Recommend approval of the attached resolution awarding the project to Odesa II, in the amount of \$44,980, for concrete, bituminous, and related work at Welcome Park.

- 5.7 The Council will consider the second reading of an ordinance related to boulevard trees and a resolution approving language for summary publication.

At its May 6 meeting, the council approved the first reading of a proposed ordinance language clarifying when trees can be planted in the right-of-way. 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 has updated language clarifying when a right-of-way permit for this type of planting is required. Recommend approval of the second reading and adoption 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, and language for summary publication.

6. Announcements

- a. City offices will be closed on May 26 in observance of the Memorial Day holiday.
- b. The annual City-wide Garage Sale will take place May 29 – 31 from 9 a.m. – 5 p.m. Registration information is available at www.crystalmn.gov.
- c. 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.

- d. The next city council meeting is June 3 at 7 p.m. in the council chambers at city hall and via Zoom.
- e. Crystal Airport Open House and Fly-in is June 15 from 8 a.m. – 3 p.m.
- f. Crystal Farmer's Market begins June 17 from 3 – 6:30 p.m. at Crystal Community Center.
- g. A ribbon-cutting ceremony to celebrate the re-opening of Crystal Cove Aquatic Center will be June 25 at 4 p.m.
- h. A coffee reception for Chief Revering's retirement is June 27 from 3 – 5 p.m. in the upper community room at city hall. A short program will begin at 3:30 p.m.
- i. West Metro Fire-Rescue District Open House is July 22 from 5 – 8 p.m. at Station 3, 4251 Xylon Ave. N., New Hope.
- j. Crystal Frolics is July 24 – July 27. A schedule of activities and events is available at www.crystalfrolics.org.
- k. 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.

7. Adjournment

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

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