



**CITY of CRYSTAL**

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Posted: Dec. 15, 2023

City Council Meeting Agenda  
Tuesday, Dec. 19, 2023  
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 Dec. 5, 2023.
    - b. The City Council meeting on Dec. 5, 2023.
  - 3.2 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.
  - 3.3 Adoption of a resolution accepting donations.
  - 3.4 Approval of commission appointments and reappointments.
  - 3.5 Adoption of a resolution appointing Jeff Kolb as public representative to the West Metro Fire-Rescue District Board of Directors.
  - 3.6 Adoption of resolution appointing Joan Hauer to the Bassett Creek Watershed Management Commission as Crystal representative.
  - 3.7 Adoption of a resolution appointing Terri Schultz as an alternate representative to the Bassett Creek Watershed Management Commission.
  - 3.8 Adoption of a resolution reappointing Burton Orred, Jr. to the Shingle Creek Watershed Management Commission as Crystal representative.
  - 3.9 Receipt of the annual notification of Law Enforcement Support Office (LESO) program.
  - 3.10 Adoption of a resolution approving an amendment to the CDBG subrecipient agreement with Hennepin County for additional Broadway Park funding.

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 10 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. Public Hearings

5.1 The Mayor will open a public hearing to receive comment, and the Council will consider approval of a new off-sale liquor license for Missy Hope, Inc. d/b/a Hope Liquor located at 111 Willow Bend.

**The applicant has submitted a new off-sale liquor license application on behalf of Missy Hope, Inc. d/b/a Hope Liquor located at 111 Willow Bend. The property is zoned Commercial (C), and liquor stores are a permitted use in that district. Staff has reviewed the liquor license application materials, and a background check was completed by the police department. Staff finds no reason to prohibit the issuance of the license. Approval of the license is recommended.**

5.2 The Mayor will open a public hearing to receive comment, and the Council will consider approval of a new off-sale liquor license for RPSM, LLC d/b/a Adair Liquor located at 6001 42<sup>nd</sup> Ave. N.

**The applicant has submitted a new off-sale liquor license application on behalf of RPSM, LLC d/b/a Adair Liquor located at 6001 42<sup>nd</sup> Ave. N. The property is zoned Commercial (C), and liquor stores are a permitted use in that district. Staff has reviewed the liquor license application materials, and a background check was completed by the police department. Staff finds no reason to prohibit the issuance of the license. Approval of the license is recommended.**

6. Regular Agenda

6.1 The Council will consider approval of disbursements of more than \$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.**

6.2 The Council will consider resolutions approving the plans and specifications and authorizing advertisement for bids for the Joint Water Commission (JWC) Golden Valley and Crystal pump house improvements.

**The JWC Capital Improvement Plan includes funding for work at both the Crystal and Golden Valley pumphouses, which consists primarily of pump replacement. This project is a JWC project that the City of Crystal is administering. The JWC has approved proceeding with this work. There are two actions recommended for this project:**

- a. **Recommend adoption of the resolution approving the plans and specifications for the JWC Golden Valley and Crystal pump house improvements.**

- b. **Recommend adoption of the resolution ordering advertisement for bids for the JWC Golden Valley and Crystal pump house improvements.**

6.3 The Council will consider a resolution approving the purchase of a Trackless MT7 machine and attachments.

**The 2024 Fleet Fund includes funds for replacing the 2015 sidewalk snow-clearing machine. Recommend adoption of the resolution authorizing this replacement purchase.**

6.4 The Council will consider a resolution approving the closure of the Crystal Cove Aquatic Center for the 2024 season.

**On Oct. 17, preliminary aquatic center plans and project scope were presented to the City Council. Normally, the city is preparing to begin the summer staffing and programming process now. With aquatic center plans progressing well and construction being planned for 2024, which would require the closure of the pool for the entire 2024 season, staff recommends that the Council formally elect to close the pool for the 2024 season. The recently approved 2024 budget included the potential operation of the pool; however, if the pool is closed for the 2024 season, there would be an estimated savings of approximately \$60,000. Any unexpended funds would then go to the General Fund balance. Recommend adoption of the resolution in support of closing the Crystal Cove Aquatic Center for construction in 2024.**

6.5 The Council will consider a resolution approving a professional services agreement for improvements to Valley Place and North Lions parks.

**The tennis courts and basketball courts in Valley Place Park are scheduled for improvement in 2024. The west parking lot in North Lions Park is also scheduled for improvement in 2024. WSB developed concept plans for these improvements over the summer and have now provided a proposal to develop construction documents for the projects. The 2024 Long-Term Plan includes \$600,000 in the Parks Fund for the court improvements at Valley Place Park, and \$290,000 in the Buildings Fund for the parking lot improvements at North Lions Park. The proposal received from WSB to develop construction documents, specifications and permitting is \$67,264 for both projects. Recommend adoption of the resolution approving the agreement for professional services.**

## 7. Announcements

- a. A Coffee with a Cop event is Wednesday, Dec. 20 at the Crystal Target Starbucks from 10 a.m. to noon. Residents are welcome to join Crystal officers for free coffee and pastries.
- b. City offices will be closed Monday, Dec. 25 in observance of the Christmas Day holiday.
- c. City offices will be closed Monday, Jan. 1 in observance of the New Year's Day holiday.
- 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).

## 8. Adjournment

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