

CHAPTER II

COUNCIL - CITY

Section 200 - Council rules and procedures

200.01. Regular and special meetings. Regular meetings of the council must be held on the first and third Tuesday of each month in the council chambers of the city hall at 7:00 p.m. unless otherwise specified by council resolution. Meetings may be adjourned from time to time to a specified date or subject to the call of the mayor or any three members of the council upon at least twelve hours' notice to each member of the council and such other notice required by law. Regular and special meetings of the council are held in compliance with section 3.01 of the charter. Meetings of the council must be open to the public in accordance with Minnesota Statutes, chapter 13D. (Amended, Ord. 2015-08)

200.03. Quorum. A majority of council members constitutes a quorum, but a smaller number may adjourn from time to time. (Amended, Ord. 2015-08)

200.05. Presiding officer and secretary. The mayor presides at meetings of the council. The council must choose from its members a mayor pro tem in accordance with section 2.08 of the charter. The secretary of the council is appointed by the council and performs those duties stated in section 3.02 of the charter. The city clerk is the secretary of the council.

200.07. First meeting. At the first regular meeting of the council in each year, the council must designate an official newspaper, and depositories for official funds. The council may appoint such committees as it deems necessary.

200.09. Council rules; presiding officer. The presiding officer must preserve order and decorum, decide questions of order, and conduct meetings in accordance with these rules. The city council is governed in its procedure by the provisions of chapters 2 and 3 of the city charter and Roberts Rules of Order (Newly Revised Edition) except where otherwise provided by the charter or by this chapter. The council may make and change its own rules from time to time by resolution duly adopted and any such changes supersede Roberts Rules of Order (Newly Revised Edition) and any previously adopted rules to the extent they conflict with the new rules. The council may, as part of its rules, impose on itself specific voting requirements related to the adoption and amendment of its rules including, but not limited, that such actions must be approved by more than a majority of the council. Any such specific voting requirements must be clearly identified in the rules. Rules adopted by the council shall remain in effect until changed, repealed, or superseded by council action. The most current version of the council rules shall be posted on the city's website and a copy shall be available in the meeting room during regular and special council meetings. The presiding officer may speak on any question being considered, and has the rights, privileges, and duties of any other member of the council. The presiding officer may temporarily yield the chair to introduce or second a motion, resolution or ordinance. (Amended, Ord. No. 2015-03)

200.11. Motions reduced to writing. A motion must be reduced to writing at the request of any member present. Ordinances and resolutions must be presented in writing and read in full before a vote is taken thereon unless the reading is dispensed with by unanimous consent.

200.13. Signing and publishing of ordinances. Ordinances must be signed in accordance with section 3.08 of the charter, attested by the clerk, published after its passage by the council, and recorded by the clerk in a properly indexed book kept for that purpose.

Section 205 - Wards of the city

205.01. (Repealed, Ord. No. 2009-05, Sec. 2)

205.03. (Repealed, Ord. No. 2012-03, Sec. 2)

205.05. (Added, Ord. No. 2012-03, Sec. 1) Pursuant to the city charter, and in conformance with the 2010 United States Census of population, as issued by the United States Bureau of Census, the following are established as wards of the city.

Ward 1:

All that part of Crystal lying west of State Trunk Highway No. 100 and lying south and west of the following described line: beginning at the intersection of the centerline of 34th Avenue North and the westerly right-of-way line of said Highway No. 100, thence west along said centerline of 34th Avenue North to its intersection with the centerline of Louisiana Avenue North, thence north along said centerline of Louisiana Avenue North to its intersection of the centerline of 35th Avenue North, thence west along said centerline of 35th Avenue North to the centerline of Nevada Avenue North, thence north along said centerline of Nevada Avenue North to the centerline of 36th Avenue North, thence west along said centerline of 36th Avenue North to the centerline of Boone Avenue North and there terminating.

Ward 2:

All that part of Crystal lying east of State Trunk Highway No. 100 and north of Ward 1 and south and west of the following described line: beginning at the intersection of the east corporate limits and the centerline of 44th Avenue North, thence west along said centerline of 44th Avenue North to its intersection with the centerline of Brunswick Avenue North, thence north along said centerline of Brunswick Avenue North to its intersection with the centerline of 45th Avenue North, thence west along said centerline of 45th Avenue North to its intersection with the west corporate limits which is 163 feet more or less west of the intersection of the centerlines of 45th Avenue North and Louisiana Avenue North and there terminating.

Together with that part of Crystal described as: beginning at the intersections of the centerlines of Winnetka Avenue North and 36th Avenue North, thence east to the west line of the Canadian Pacific Railroad easement, thence north 1,843.2 feet more or less along said easement line to the city border, thence west along the city border to the centerline of Winnetka Avenue North, thence south along the centerline of Winnetka Avenue North to the point of beginning

Together with that part of Crystal described as: beginning at the intersections of the centerlines of 35th Avenue North and Nevada Avenue North, thence east to the centerline of Louisiana Avenue North, thence north to the centerline of 36th Avenue North, thence west to the centerline of Nevada Avenue North, thence south to the point of beginning.

Ward 3:

All that part of Crystal lying north of Ward 2 and south of a line beginning at the intersection of the centerlines of 54th Avenue North and Nevada Avenue North, thence southeasterly along the centerline of said 54th Avenue North to the centerline of Maryland Avenue North, thence east along the centerline of 54th Avenue North to the centerline of West Broadway Avenue (County Road No. 8), thence southeasterly along the centerline of West Broadway Avenue (County Road No. 8), to the centerline of Douglas Drive North, thence north along the centerline of Douglas Drive North to the centerline of 55th Avenue North, thence west along the centerline of 55th Avenue North to the centerline of Sherburne Avenue North, thence northerly along the centerline of Sherburne Avenue North to the centerline of 56th Avenue North (County Road No. 10), thence east along the centerline of 56th Avenue North (County Road No. 10), to the centerline of County Road 81/Bottineau Boulevard, thence southeasterly along the centerline of County Road 81/Bottineau Boulevard to the centerline of the Canadian Pacific Railroad easement, thence easterly along the centerline of said railway easement to the easterly corporate limits.

Ward 4:

All those parts of Crystal lying generally north of Ward 3.

Section 210 - Salaries of elected officials
(Repealed, Ord. No. 97-12, Sec. 1)

Section 211 - Salaries of elected officials
(Added, Ord. No. 97-12, Sec. 1)

211.01. Salary schedule. Subdivision 1. The annual salary of the mayor and other members of the city council are in the amounts shown below:

<u>Mayor Salary</u>	<u>Councilmember Salary</u>
\$10,619.84	\$8,169.72

The council may enact an ordinance to adjust the salaries of the mayor and the other councilmembers as provided in Minnesota Statutes, section 415.11.

(Amended, Ord. No. 2001-10, Sec. 1; Ord. No. 2006-5, Sec. 1; Ord. No. 2007-14, Sec. 1; Ord. No. 2009-04, Sec 1; Ord. No. 2010-02, Ord. No. 2011-07, 2012-05; Ord. No. 2015-08)

Subd. 2. Salary Adjustments. On or before December 1 of even numbered years beginning in 2018, the annual salaries of the mayor and other members of the city council shall be adjusted, as provided in this subdivision, with an effective date of January 1 in the following year. The salaries shall be adjusted and fixed by increasing them in the same amount as the most current percentage increase (CPI-U) in the Compensation Limit for Local Government Employees annually published by the Minnesota Office of Management and Budget, pursuant to Minnesota Statutes, section 43A.17. (Added, Ord. 2017-04, Sec. 1)

Section 215 - City elections

215.01. General. Elections in the city are conducted in accordance with the general laws of the state of Minnesota, chapter 4 of the city charter, and Laws 1971, chapter 213, as amended by Laws 1975, chapter 79.

215.03. Election dates. Primary elections in the city are held on the second Tuesday in August. General elections are held on the first Tuesday after the first Monday in November of even numbered years. The council may set the date for a special or primary election by resolution. (Amended, Ord. No. 2010-03; Ord. No. 2015-08)

215.05. Filing of office. The council must by resolution fix the dates within which candidates for municipal office must file in any municipal election, except that in the case of primary elections, the filing dates are those provided by law for cities of the same class as the city.

215.07. Absentee ballot counting board. Subdivision 1. Board established. As authorized by Minnesota Statutes, section 203B.13, an absentee ballot counting board is established. The board is appointed in the manner provided by law.

Subd. 2. Examination of ballots. The absentee ballot counting board is authorized to examine absentee ballot envelopes and receive or reject absentee ballots in the manner provided by Minnesota Statutes, section 203B.12.

Subd. 3. All elections. An absentee ballot counting board must be appointed for each general and special election in the city.

215.09. (Repealed, Ord. No. 2015-08)

215.11. (Repealed, Ord. No. 2015-08)