



**CRYSTAL CITY COUNCIL**  
**FIRST WORK SESSION AGENDA**  
**Tuesday, October 15, 2013**

**6:30 p.m.**

**Conference Room A**

Pursuant to due call and notice given in the manner prescribed by Section 3.01 of the City Charter, the first work session of the Crystal City Council was held at \_\_\_\_\_ p.m. on Tuesday, October 15, 2013 in Conference Room A located at 4141 Douglas Drive, Crystal, Minnesota.

**I. Attendance**

Council members

Staff

\_\_\_\_ Libby

\_\_\_\_ Norris

\_\_\_\_ Peak

\_\_\_\_ Therres

\_\_\_\_ Selton

\_\_\_\_ Norton

\_\_\_\_ Adams

\_\_\_\_ Revering

\_\_\_\_ Budziszewski

\_\_\_\_ Serres

\_\_\_\_ Deshler

\_\_\_\_ Hoffmann

**II. Agenda**

The purpose of the work session is to discuss the following agenda items:

- December 24, 2013
- 2014 Council calendar

**III. Adjournment**

The work session adjourned at \_\_\_\_\_ p.m.



## Memorandum

DATE: October 9, 2013  
TO: Mayor and City Council  
FROM: Anne Norris, City Manager  
SUBJECT: Closing City Hall on December 24

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City offices (except Police) are closed on December 25 in observance of the Christmas holiday. While city offices are open on December 24, there are very few calls from residents or businesses and even fewer walk-in customers.

Employees would appreciate the Council considering closing city offices on December 24. If city buildings were closed on Tuesday, December 24, employees would have the option of using vacation, comp time, a day without pay or working that day.

The Council should discuss whether to close city offices on Tuesday, December 24.



## Memorandum

DATE: October 9, 2013

TO: Mayor & City Council  
City Manager Anne Norris

FROM: City Clerk Chrissy Serres

SUBJECT: 2014 Council meeting and work session schedule

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In preparation for the new year, attached is the proposed 2014 Council meeting and work session schedule with staff comments outlined below.

REGULAR MEETING DATE	REASON FOR CHANGE	RECOMMENDED CHANGE
Tuesday, February 4	Precinct Caucuses	Monday, February 3
Tuesday, April 15	Passover	Thursday, April 17
Tuesday, July 1	Council Chambers enhancements	Hold one regular Council meeting in July (Tuesday, July 15)
Tuesday, August 5	National Night Out is August 5; Staff is proposing a budget work session on Thursday, August 7; and Primary Election Day is August 12	Hold one regular Council meeting in August (Tuesday, August 19)
Thursdays in August for budget work sessions	Proposing two, rather than three, budget work sessions	Budget work sessions: Thursday, August 7; and Thursday, August 21
Tuesday, November 4	General Election Day	Thursday, November 6

The Council should discuss whether any changes are needed to the proposed meeting schedule.



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## 2014 CRYSTAL CITY COUNCIL REGULAR MEETING AND WORK SESSION SCHEDULE

### JANUARY

Tuesday, January 7 Regular Meeting  
Thursday, January 9 Work Session, if necessary  
Tuesday, January 21 Regular Meeting

### FEBRUARY

\*Monday, February 3 Regular Meeting  
Thursday, February 13 Work Session, if necessary  
Tuesday, February 18 Regular Meeting

### MARCH

Tuesday, March 4 Regular Meeting  
Thursday, March 13 Work Session, if necessary  
Tuesday, March 18 Regular Meeting

### APRIL

Tuesday, April 1 Regular Meeting  
Thursday, April 10 Work Session, if necessary  
\*Thursday, April 17 Regular Meeting

### MAY

Tuesday, May 6 Regular Meeting  
Thursday, May 8 Work Session, if necessary  
Tuesday, May 20 Regular Meeting

### JUNE

Tuesday, June 3 Regular Meeting  
Tuesday, June 17 Regular Meeting

### JULY

\*Tuesday, July 15 Regular Meeting

### AUGUST

Thursday, August 7 Budget Work Session  
\*Tuesday, August 19 Regular Meeting  
Thursday, August 21 Budget Work Session

### SEPTEMBER

Tuesday, September 2 Regular Meeting  
Thursday, September 11 Work Session, if necessary  
Tuesday, September 16 Regular Meeting

### OCTOBER

Tuesday, October 7 Regular Meeting  
Thursday, October 9 Work Session, if necessary  
Tuesday, October 21 Regular Meeting

### NOVEMBER

\*Thursday, November 6 Regular Meeting  
Thursday, November 13 Work Session, if necessary  
Tuesday, November 18 Regular Meeting

### DECEMBER

Tuesday, December 2 Regular Meeting  
Thursday, December 11 Work Session, if necessary  
Tuesday, December 16 Regular Meeting

\*Denotes a change in the regular meeting schedule for the City Council. City Council meetings are usually held the 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays of the month. Council work sessions may be held the 2<sup>nd</sup> Thursday of the month, if necessary.

All meetings are open to the public and are broadcast live on Channel 16. Meetings are rebroadcast the following Sunday at 6:30 p.m. or can be viewed online by visiting [www.crystalmn.gov](http://www.crystalmn.gov), under *e-Services*, go to *OnDemand Council/EDA Meeting Videos*.

Note: This schedule is subject to change.