

**AGENDA
REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, JULY 13, 2015
7:00 P.M. – CITY HALL**

A. CALL TO ORDER

1. Pledge of Allegiance
2. Approval of Additions to the Agenda (Council Action-Motion)

B. CONSENT CALENDAR – NOTICE TO THE PUBLIC – All items here listed are considered to be routine by the City Council and will be acted on by one motion. There will be no separate discussion on these items unless a Citizen or Councilmember so requests:

1. Regular Council Meeting Minutes of June 8, 2015
2. City – Month End Revenue Report dated June 2015
3. City – Month End Expenditures Report dated June 2015
4. June 2015 Budget to Actual Analysis
5. Pledged Collateral Reports from Mike Lyonais
6. Memo dated July 6, 2015 from Mike Lyonais Re: TIF Reimbursement
7. Crosslake Communications Balance Sheet, Income Statement and Detail of Reserve Balances dated 5/31/15
8. Crosslake Communications Check Register for 5/1/15 to 5/31/15
9. Crosslake Communications Regular Meeting Minutes of June 30, 2015
10. Police Report for Crosslake – June 2015
11. Police Report for Mission Township – June 2015
12. Fire Department Report – June 2015
13. North Ambulance Run Report – June 2015
14. Planning and Zoning Commission Meeting Minutes of May 22, 2015
15. Crosslake Park/Library Commission Meeting Minutes of June 3, 2015
16. Letter dated June 8, 2015 from Crow Wing County Highway Department Re: Future County Highway Projects
17. Crosslake Roll-Off Recycling Report for June 2015
18. Waste Partners Recycling Report for May 2015
19. Economic Development Authority Meeting Minutes of May 6, 2015
20. Economic Development Authority Meeting Minutes of June 10, 2015
21. Letter dated June 1, 2015 from State Demographic Center Re: Annual Population and Household Estimates
22. Thank You Letter from Paul Bunyan Scenic Byway
23. Accept Resignation/Retirement Letter from Park Maintenance Employee
24. Accept Resignation Letter from Firefighter
25. Resolution Accepting Donations
26. Public Works Commission Meeting Minutes of May 18, 2015
27. Public Works Commission Meeting Notes of June 1, 2015
28. Bills for Approval

C. PUBLIC FORUM - No action will be taken on any of the issues raised. If appropriate, the issues will be placed on the agenda of a future council meeting. Speaker must state their name and address. Each speaker is given a three minute time limit.

D. MAYOR'S REPORT

1. Memo dated July 6, 2015 Re: Commission Appointment (Council Action-Motion)

E. CITY ADMINISTRATOR'S REPORT

1. Discussion of ATV Use on County Road 66
 - a. City Council Meeting Minutes of August 26, 2013 Re: Request from Arlen Stensby to Allow Class 1 ATV Use on County Road 66
 - b. Information from Arlen Stensby Which was Included in the August 26, 2013 Council Packet
2. Discussion of Nuisance Ordinance and Enforcing Administration Offenses
 - a. Sample Ordinance Entitled "Procedures for Enforcing Administrative Offenses"
 - b. Sample Ordinance Entitled "Property Maintenance Code"
 - c. Letter dated June 29, 2015 from Diane and Michael Tchida Re: City Yard Maintenance Ordinance
3. Memo dated July 9, 2015 from Chief Lohmiller Re: Staffing
4. Schedule Budget Meetings

F. COMMISSION REPORTS

1. PLANNING AND ZONING

- a. Monthly Planning and Zoning Statistics
- b. Preliminary Plat of Whitefish Business Park Consisting of 5 Tracts Involving 4.53 Acres, Schnitker (Council Action-Motion)

2. CROSSLAKE COMMUNICATIONS

- a. Debby Floerchinger – Highlights Report for June 2015

3. PUBLIC WORKS/SEWER/CEMETERY

- a. Open House Notice to Discuss Proposed Dream Island Bridge Replacement (Information Only)
- b. Recommendation Re: Replacement of Trees at 34232 West Shore Drive (Council Action-Motion)
- c. Memo dated July 9, 2015 from City Clerk and Public Works Director Re: Wilderness Trail (Council Action-Motion)

4. PARK AND RECREATION/LIBRARY

- a. Staff Report dated July 8, 2015 from Jon Henke Re: Community Center Activities (Council Information)

G. CITY ATTORNEY REPORT

1. **Direction** from Council Re: Jerry Bilski Road Vacation Application

- a. Survey Update and Information from Jerry Bilski
- b. Email dated 7/1/15 from Mary Miller Re: Usable, Unmarked and Encroached Public Right of Ways

H. OLD BUSINESS

I. NEW BUSINESS

J. PUBLIC FORUM – No action will be taken on any of the issues raised. If appropriate, the issues will be placed on the agenda of a future council meeting. Speaker must state their name and address. Each speaker is given a three minute time limit.

K. ADJOURN

B. 1.

**REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, JUNE 8, 2015
7:00 P.M. – CITY HALL**

The Crosslake City Council met in the Council Chambers of City Hall on Monday, June 8, 2015. The following Council Members were present: Mayor Steve Roe, Gary Heacox, Mark Wessels, Dave Schrupp, and Brad Nelson. Also present were City Administrator/Consultant Dan Vogt, Finance Director/Treasurer Mike Lyonais, City Clerk Char Nelson, Public Works Director Ted Strand, Police Chief Bob Hartman, Park and Recreation Director Jon Henke, Crosslake Communications General Manager Kevin Larson, Crow Wing County Land Service Supervisor Chris Pence, Crow Wing County Land Service Specialist Jon Kolstad, City Attorney Brad Person, City Engineer Dave Reese, Northland Press Reporter Kate Perkins and Echo Publishing Reporter Dan Determan. There were approximately eight people in the audience.

A. CALL TO ORDER – Mayor Roe called the Regular Council Meeting to order at 7:00 P.M. The Pledge of Allegiance was recited. MOTION 06R-01-15 WAS MADE BY GARY HEACOX AND SECONDED BY MARK WESSELS TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

B. CONSENT CALENDAR – MOTION 06R-02-15 WAS MADE BY MARK WESSELS AND SECONDED BY BRAD NELSON TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:

1. REGULAR COUNCIL MEETING MINUTES OF MAY 11, 2015;
2. CITY – MONTH END REVENUE REPORT DATED MAY 2015;
3. CITY – MONTH END EXPENDITURES REPORT DATED MAY 2015;
4. MAY 2015 BUDGET TO ACTUAL ANALYSIS;
5. PLEDGED COLLATERAL REPORTS FROM MIKE LYONAIS;
6. CROSSLAKE COMMUNICATIONS BALANCE SHEET, INCOME STATEMENT AND DETAIL OF RESERVE BALANCES DATED 2/28/15;
7. CROSSLAKE COMMUNICATIONS BALANCE SHEET, INCOME STATEMENT AND DETAIL OF RESERVE BALANCES DATED 3/31/15;
8. CROSSLAKE COMMUNICATIONS BALANCE SHEET, INCOME STATEMENT AND DETAIL OF RESERVE BALANCES DATED 4/30/15;
9. CROSSLAKE COMMUNICATIONS CHECK REGISTER FOR 2/1/15 TO 2/28/15;
10. CROSSLAKE COMMUNICATIONS CHECK REGISTER FOR 3/1/15 TO 3/31/15;
11. CROSSLAKE COMMUNICATIONS CHECK REGISTER FOR 4/1/15 TO 4/30/15;
12. CROSSLAKE COMMUNICATIONS REGULAR MEETING MINUTES OF MAY 26, 2015;
13. CROSSLAKE COMMUNICATIONS CUSTOMER COUNTS;
14. POLICE REPORT FOR CROSSLAKE – MAY 2015;
15. POLICE REPORT FOR MISSION TOWNSHIP – MAY 2015;
16. MEMO DATED 6/8/15 FROM CHIEF HARTMAN RE: SURPLUS EQUIPMENT-SQUAD;
17. MEMO DATED 6/8/15 FROM CHIEF HARTMAN RE: SURPLUS EQUIPMENT-TASERS;
18. FIRE DEPARTMENT REPORT – MAY 2015;

19. NORTH AMBULANCE RUN REPORT – MAY 2015;
20. PLANNING AND ZONING COMMISSION MEETING MINUTES OF APRIL 24, 2015;
21. CROSSLAKE PARK/LIBRARY COMMISSION MEETING MINUTES OF MARCH 25, 2015;
22. COMPLAINT LETTER RECEIVED 6/4/15 FROM ANN RICHTER OF 13803 EDGEWATER LANE RE: SEWER RATES;
23. CROSSLAKE ROLLOFF RECYCLING REPORT FOR MAY 2015;
24. WASTE PARTNERS RECYCLING REPORT FOR APRIL 2015;
25. APPLICATION FOR DISPLAY OF FIREWORKS ON JULY 3, 2015 FROM ZAMBELLI FIREWORKS INTERNATIONALE;
26. RESOLUTION NO. 15-10 REGARDING UNPAID SEWER CHARGES;
27. REVISED CONTACT INFORMATION FOR GUIDE FOR MEMBERS OF THE PUBLIC REQUESTING INFORMATION;
28. BILLS FOR APPROVAL IN THE AMOUNT OF \$83,179.53; AND
29. ADDITIONAL BILLS FOR APPROVAL IN THE AMOUNT OF \$14,858.57. MOTION CARRIED WITH ALL AYES.

C. PUBLIC FORUM – Eric Miller of 12482 Whitefish Avenue addressed the Council and asked for an update regarding the Gerald Bilski Road Vacation Application that was tabled in February. Attorney Person replied that he is meeting with Mr. Bilski this week and that Mr. Bilski had additional survey work done on the property. Attorney Person plans to bring the matter before the Council at the regular meeting in July.

D. MAYOR'S REPORT –

1. MOTION 06R-03-15 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO APPROVE RESOLUTION NO. 15-11 ACCEPTING AN \$8,000 DONATION FROM THE CROSSLAKE-IDEAL LIONS FOR THE PURCHASE OF RADIO HEADSET COMMUNICATIONS FOR THE NEW FIRE ENGINE AND A \$123.91 DONATION FROM PAL FOUNDATION TO REIMBURSE THE CITY FOR COMMUNITY GARDEN EXPENDITURES. Mark Wessels thanked the Crosslake-Ideal Lions for their generous donation. MOTION CARRIED WITH ALL AYES.
2. Mayor Roe presented a recommendation for member appointments to commissions. Discussion ensued whether Dale Melberg, who resigned from the Planning and Zoning Commission in 2013, should be appointed to the Public Works Commission. Mark Wessels questioned whether Mr. Melberg would be committed to the City and its goals. Dave Schrupp stated that he recruited Mr. Melberg for the position and that the Public Works Commission often has to cancel meetings due to lack of quorum. MOTION 06R-04-15 WAS MADE BY DAVE SCHRUPP AND SECONDED BY BRAD NELSON TO APPOINT DALE MELBERG AS MEMBER TO THE PUBLIC WORKS COMMISSION TO FILL A VACANT POSITION WITH A TERM EXPIRING 1/31/17. MOTION CARRIED WITH ALL AYES.

MOTION 06R-05-15 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO APPOINT DOUGLAS BENZER AS AN ALTERNATE MEMBER TO THE CROSSLAKE COMMUNICATIONS ADVISORY BOARD. MOTION CARRIED WITH ALL AYES.

3. Mayor Roe announced that the National Association of Counties granted Crow Wing County a 2015 Achievement Award. Chris Pence reported that the award winning program was titled "County-City Partnership – Collaborating for Water Quality and Customer Service" in the category of County Resiliency: Infrastructure, Energy & Sustainability. Due to the exceptional results and unique innovations of the program, Crow Wing County received the honor of Best of Category.

E. COMMISSION REPORT

1. CROSSLAKE COMMUNICATIONS

- a. Kevin Larson reported that the new packages have been popular and over 300 customers have ordered one. The cable TV "freeze" problem of the main network channels has been corrected. Mr. Larson is working with Mike Lyonais to create a recommendation regarding the operating transfer to the City and will bring the recommendation to the Council at the next meeting. Lightning caused damage during the recent storms and staff is working to fix all of the affected areas. Steve Roe commended Kevin Larson and his staff for the great job they are doing.

F. CITY ADMINISTRATOR'S REPORT

1. Included in the packet for Council information was a Capital Planning and Funding Policy from David Drown of David Drown and Associates. Mike Lyonais asked the Council to review the recommendation from Mr. Drown and stated that the Council would be asked to act on the policy at a future meeting. Dan Vogt stated that the Council will have the ability to change the language of the policy to reflect their desires. If the Council does not want to issue debt, for example, the policy would state this and the 5-year plan would be changed accordingly. Mr. Vogt suggested scheduling a separate work session to discuss a Capital Planning and Funding Policy.

Dave Schrupp stated that he is in favor of a policy but that there has been no effort made to prioritize purchases and projects. Mark Wessels stated that the City should work closely with Crosslake Communications on road project schedules so that fiber installation is done at the same time.

The Council reviewed a 2015 Capital Outlay – Budget vs Actual chart provided by Mike Lyonais. Steve Roe stated that the tax rate is not high enough to pay for projects with cash. Dan Vogt reported that there is money in this year's budget to complete small projects and that the Council should move forward with completing those. Mike Lyonais reported that the extra funds for the cracksealing project that was approved during the May meeting will come from reserves.

2. Dan Vogt reported that he is currently providing service to Little Falls and Crosslake. Little Falls is hiring a full time City Administrator to begin in September. Mr. Vogt's wife will retire this year and they plan to winter in Florida. Mr. Vogt would be available via phone/email during those months and offered to fly home for Council meeting weeks. Mr. Vogt asked the Council to consider this information and let him know how the Council would like to proceed. Mark Wessels stated that he is happy with Mr. Vogt's services and that the Department Heads should be able to operate without him here. Mr. Vogt reported that the Department Heads are more empowered now than when he first came.

3. Dan Vogt reported that Dial-A-Ride is discontinuing service to Crosslake because the service is not used and it is no longer cost effective. Steve Roe stated that the schedule has been difficult for most people. Mark Wessels asked the Council to consider supporting the local bus drivers who are currently taking residents, on an "as needed" basis, to appointments and stores during the day.

G. COMMISSION REPORTS

1. PLANNING AND ZONING

- a. Chris Pence gave a brief summary of year to date permits that have been issued and stated that there has been an increase in activity.
- b. The Council reviewed a recommendation from the Planning and Zoning Commission to approve a Metes and Bounds Subdivision on parcel #120293400C00009, Carl Steenberg, involving 5.05 acres into 3 tracts at the intersection of County Road 103 and Happy Landing Road. The Planning and Zoning Commission approved a Variance to allow 1.6 acre lots instead of the required 5 acre lots. The Park Commission was in favor of the subdivision and recommended that park dedication be cash in lieu of land. City Engineer recommended that the lots be subject to a minimum 33-foot right-of-way for road, drainage and utility purposes for Happy Landing Road. Chris Pence reported that the right-of-way language will be changed before the subdivision is recorded. MOTION 06R-06-15 WAS MADE BY GARY HEACOX AND SECONDED BY MARK WESSELS TO APPROVE THE METES AND BOUNDS SUBDIVISION OF PARCEL #120293400C00009. MOTION CARRIED WITH ALL AYES.

MOTION 06R-07-15 WAS MADE BY MARK WESSELS AND SECONDED BY STEVE ROE TO APPROVE PARK DEDICATION FOR CASH IN LIEU OF LAND IN THE AMOUNT OF \$3,000 FOR THE TWO NEW PARCELS CREATED ON THE METES AND BOUNDS SUBDIVISION OF PARCEL NO. 120293400C00009. MOTION CARRIED WITH ALL AYES.

Gary Heacox reported that the current ordinance requires a \$75 permit for fencing a garden and asked staff to have the Planning and Zoning Commission review this at their next meeting.

Chris Pence reported that the AIS Decontamination Station is now up and running at the Joint Public Works Facility located off Highway 3 at 13870 Whipple Drive. There is no cost to use this service and it is open 7 days a week. Mr. Pence thanked the Crosslake Public Works crew for building the station. The County will reimburse the City for all costs associated with the project.

2. PUBLIC WORKS/SEWER/CEMETERY –

- a. Ted Strand asked the Council to approve the purchase of an Exmark lawnmower at a cost of \$17,147. The 2015 Budget included \$24,889 for a new mower. Mr. Strand reported that he received quotes and tested a Toro and John Deere also. Dave Schrupp suggested that the Public Works Commission review the recommendation to determine whether the City should outsource the mowing. Ted Strand stated that he is in need of the mower immediately. MOTION 06R-08-15 WAS MADE BY MARK WESSELS

AND SECONDED BY GARY HEACOX TO APPROVE THE PURCHASE OF THE EXMARK ZX SERIES 60-INCH LAWNMOWER WITH BAGGER AT A COST OF \$17,147. MOTION CARRIED WITH ALL AYES.

3. PARK AND RECREATION/LIBRARY

- a. Jon Henke reported that the Community Center is considering closing at 7:00 pm on Fridays rather than 8:00 pm due to low attendance. Senior meals are offered at the Community Center Monday-Friday at 11:30 am. Silver Sneakers Yoga, Classic and Cardio Circuit classes are offered at the Community Center. Pickleball membership is growing so an hour of court time will be added to the schedule. Yoga is available Tuesday mornings. AAA will offer a refresher course on July 23rd at 9:00 am. Staff is adding video monitoring to the exterior of the building to deter vandalism and provide a safer environment for patrons and staff. The cost for cameras was included in the 2015 Budget. The Park Department is seeking volunteers to assist in maintaining the patio Garden outside the Library. PAL Foundation volunteers and Park staff are building a shuffleboard court and bocce ball facility behind the Community Center.

Jon Henke reported that an old shed sits on the Community Center property and that the shed has been occupied by mice and wasps. The building is deteriorating. MOTION 06R-09-15 WAS MADE BY MARK WESSELS AND SECONDED BY STEVE ROE TO DECLARE THE SHED SURPLUS AND ALLOW THE PARK DEPARTMENT TO SELL THE BUILDING. MOTION CARRIED WITH ALL AYES.

- H. CITY ATTORNEY REPORT** – Included in the Council packet were complaints on two separate properties where junk was being stored outside. Current ordinance does not effectively regulate junk or waste and penalties only include misdemeanor prosecution. Attorney Person suggested that the City work with the owners by giving them notice and see if they will correct the problem according to reasonable timelines. Attorney Person suggested that the Council update the ordinance to regulate more issues and then empower staff to have more options to correct the issue, such as remove the debris and assess the property owner. Attorney Person provided the Council a memo from the League of MN Cities on the topic. Dan Vogt reported that the Little Falls City Council recently updated their ordinance regarding property maintenance and enforcement of administrative offenses. Staff will review this information and present a draft ordinance for the Council to consider at the July meeting.

Attorney Person reported that the trial for Bordsen vs City of Crosslake schedule for June 11th has been canceled. A judge will render a decision on the matter. The property owners have agreed to honor the City's current ordinance until a decision has been made.

- I. OLD BUSINESS** – None.

- J. NEW BUSINESS** – None.

- K. PUBLIC FORUM** – Cindy Myogeto of the Chamber thanked the City for its contribution to the Fireworks Display which will be held on Friday, July 3rd.

Mike Rardin of 14089 Norway Trail addressed the Council and stated that he attended tonight's meeting to better understand the government process in Crosslake. Mr. Rardin works for Bolton and Menk and encouraged the Council to prioritize the capital projects.

L. ADJOURN – MOTION 06R-10-15 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO MOVE THE COUNCIL TO A CLOSED SESSION AT 8:50 P.M. PURSUANT TO M.S. 13 D, SUBD. 2(B) TO DISCUSS ALLEGATIONS OF MISCONDUCT AGAINST EMPLOYEES. MOTION CARRIED WITH ALL AYES.

MAYOR ROE ADJOURNED THE MEETING AT 9:17 P.M.

Respectfully submitted by,

Charlene Nelson
City Clerk
Deputy Clerk/Minutes/6-8-15

DRAFT

B.2.

CITY OF CROSSLAKE

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Month-End Revenue

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Current Period: JUNE 2015

SRC	SRC Descr	2015 Budget	JUNE 2015 Amt	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
FUND 101 GENERAL FUND						
31000	General Property Taxes	\$2,430,237.00	\$914,107.31	\$914,107.31	\$1,516,129.69	37.61%
31055	Tax Incr 1-8 Crosswoods Dev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31101	County Payment Joint Facility	\$110,983.00	\$0.00	\$102,427.40	\$8,555.60	92.29%
31300	Emergency Services Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31305	2003 Joint Facility Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31310	2012 Series A Levy	\$124,017.00	\$46,647.82	\$46,647.82	\$77,369.18	37.61%
31800	Other Taxes	\$1,500.00	\$0.00	\$1,764.99	-\$264.99	117.67%
31900	Penalties and Interest DelTax	\$1,000.00	\$0.00	\$77.54	\$922.46	7.75%
32110	Alcoholic Beverages	\$16,000.00	\$0.00	\$0.00	\$16,000.00	0.00%
32111	Club Liquor License	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
32112	Beer and Wine License	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
32180	Other Licenses/Permits	\$200.00	\$0.00	\$150.00	\$50.00	75.00%
33400	State Grants and Aids	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
33401	Local Government Aid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33402	Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33403	Mobile Home Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33406	Taconite Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33416	Police Training Reimbursement	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
33417	Police State Aid	\$33,000.00	\$0.00	\$0.00	\$33,000.00	0.00%
33418	Fire State Aid	\$28,000.00	\$2,500.00	\$2,500.00	\$25,500.00	8.93%
33419	Fire Training Reimbursement	\$0.00	\$0.00	\$1,099.00	-\$1,099.00	0.00%
33420	Insurance Premium Reimburse	\$0.00	\$0.00	\$1,028.18	-\$1,028.18	0.00%
33422	PERA State Aid	\$2,979.00	\$0.00	\$0.00	\$2,979.00	0.00%
33423	Insurance Claim Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33650	Recycling Grant	\$29,200.00	\$0.00	\$29,200.00	\$0.00	100.00%
34000	Charges for Services	\$200.00	\$50.00	\$167.00	\$33.00	83.50%
34010	Sale of Maps and Publications	\$30.00	\$0.00	\$10.00	\$20.00	33.33%
34050	Candidate Filing Fees	\$20.00	\$0.00	\$0.00	\$20.00	0.00%
34103	Zoning Permits	\$28,000.00	\$4,550.00	\$16,785.00	\$11,215.00	59.95%
34104	Plat Check Fee/Subdivision Fee	\$1,000.00	\$0.00	\$3,550.00	-\$2,550.00	355.00%
34105	Variances and CUPS/IUPS	\$8,800.00	\$500.00	\$4,000.00	\$4,800.00	45.45%
34106	Sign Permits	\$500.00	\$0.00	\$100.00	\$400.00	20.00%
34107	Assessment Search Fees	\$800.00	\$75.00	\$395.00	\$405.00	49.38%
34108	Zoning Misc/Penalties	\$1,000.00	\$0.00	\$290.00	\$710.00	29.00%
34109	Zoning Reimb Eng/Legal/Survey	\$2,500.00	\$0.00	-\$1,666.00	\$4,166.00	-66.64%
34110	TIF/JOBZ Pre Application Fee	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34111	Driveway Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34112	Septic Permits	\$4,000.00	\$600.00	\$1,950.00	\$2,050.00	48.75%
34113	Landscape License Fee	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34114	Zoning Map/Ordinance Amendment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34201	Fire Department Donations	\$200.00	\$8,000.00	\$8,000.00	-\$7,800.00	4000.00%
34202	Fire Protection and Calls	\$31,250.00	\$0.00	\$28,196.08	\$3,053.92	90.23%
34206	Animal Control Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34207	House Burning Fee	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
34210	Police Contracts	\$48,000.00	\$0.00	\$24,000.00	\$24,000.00	50.00%
34211	Police Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34213	Police Receipts	\$5,000.00	\$2,800.00	\$3,843.77	\$1,156.23	76.88%
34214	Tac Team Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34215	Pass Thru Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34300	E911 Signs	\$1,000.00	\$100.00	\$300.00	\$700.00	30.00%
34700	Park & Rec Donation	\$300.00	\$0.00	\$52.00	\$248.00	17.33%

CITY OF CROSSLAKE

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Month-End Revenue

Current Period: JUNE 2015

SRC	SRC Descr	2015 Budget	JUNE 2015 Amt	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
34701	Halloween Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34711	Taxable Merchandise/Rentals	\$200.00	\$54.00	\$75.00	\$125.00	37.50%
34740	Park Concessions	\$500.00	\$66.00	\$251.00	\$249.00	50.20%
34741	Gen Gov t Concessions	\$100.00	\$36.82	\$197.99	-\$97.99	197.99%
34742	Park Concessions - Food	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34743	Public Works Concessions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34744	Fire Department Concessions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34750	CCC/Park User Fee	\$3,800.00	\$261.00	\$1,637.50	\$2,162.50	43.09%
34751	Shelter/Beer/Wine Fees	\$300.00	\$81.00	\$81.00	\$219.00	27.00%
34760	Library Cards	\$1,300.00	\$223.00	\$505.00	\$795.00	38.85%
34761	Library Donatlons	\$500.00	\$0.00	\$70.00	\$430.00	14.00%
34762	Library Copies	\$300.00	\$46.45	\$151.85	\$148.15	50.62%
34763	Library Events	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
34764	Library Miscellaneous	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
34765	Summer Reading Program	\$300.00	\$42.00	\$67.00	\$233.00	22.33%
34766	Library Luncheon	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34767	New York Times Best Seller Pro	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34768	PAL Foundation - Library	\$1,000.00	\$0.00	\$49.10	\$950.90	4.91%
34769	PAL Foundation - Park	\$6,000.00	\$3,591.15	\$7,584.06	-\$1,584.06	126.40%
34770	Silver Sneakers	\$6,000.00	\$798.00	\$3,689.00	\$2,311.00	61.48%
34790	Park Dedication Fees	\$1,000.00	\$4,500.00	\$10,500.00	-\$9,500.00	1050.00%
34800	Tennis Fees	\$1,100.00	\$1,106.00	\$1,172.00	-\$72.00	106.55%
34801	Recreational-Program	\$3,000.00	\$1,179.00	\$1,980.00	\$1,020.00	66.00%
34802	Softball/Baseball Fees	\$1,300.00	\$0.00	\$0.00	\$1,300.00	0.00%
34803	Recreation-Misc. Receipts	\$1,200.00	\$369.35	\$5,354.25	-\$4,154.25	446.19%
34805	Aerobics Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34806	Weight Room Fees	\$30,000.00	\$4,583.00	\$21,793.00	\$8,207.00	72.64%
34807	Volleyball Fees	\$500.00	\$0.00	\$399.00	\$101.00	79.80%
34808	Silver and Fit	\$10,000.00	\$1,275.00	\$7,071.00	\$2,929.00	70.71%
34809	Soccer Fees	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
34910	Transit Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34940	Cemetery Lots	\$3,000.00	\$700.00	\$1,450.00	\$1,550.00	48.33%
34941	Cemetery Openings	\$3,500.00	\$550.00	\$1,650.00	\$1,850.00	47.14%
34942	Cemetery Other	\$450.00	\$50.00	\$150.00	\$300.00	33.33%
34950	Public Works Revenue	\$1,500.00	\$675.00	\$109,548.15	-\$108,048.15	7303.21%
34952	County Joint Facility Payments	\$45,000.00	\$0.00	\$8,811.65	\$36,188.35	19.58%
34953	Recycling Revenues	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
35100	Court Fines	\$10,000.00	\$2,816.20	\$6,541.68	\$3,458.32	65.42%
35103	Library Fines	\$600.00	\$72.00	\$280.00	\$320.00	46.67%
35105	Restitution Receipts	\$1,000.00	\$0.00	\$1,612.18	-\$612.18	161.22%
36200	Miscellaneous Revenues	\$500.00	\$22.94	\$67,900.78	-\$67,400.78	13580.16%
36201	Misc Reimbursements	\$0.00	\$563.10	\$3,714.72	-\$3,714.72	0.00%
36202	LIBRARY GRANTS	\$5,000.00	\$0.00	\$5,000.00	\$0.00	100.00%
36210	Interest Earnings	\$3,000.00	\$309.53	\$1,769.56	\$1,230.44	58.99%
36230	Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36254	Sp Assess Prin-Sunrise Isl 11	\$4,121.00	\$0.00	\$0.00	\$4,121.00	0.00%
36255	Sp Assess Int-Sunrise Isl 11	\$1,302.00	\$0.00	\$0.00	\$1,302.00	0.00%
38050	Telephone Fees	\$276,000.00	\$23,000.00	\$138,000.00	\$138,000.00	50.00%
38051	Telephone True-Up	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
38052	Telephone Miscellaneous Rev	\$25,000.00	\$0.00	\$16,843.83	\$8,156.17	67.38%
39101	Sales of General Fixed Assets	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39204	Transfer Frm Needs Assess Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF CROSSLAKE

Month-End Revenue

Current Period: JUNE 2015

SRC	SRC Descr	2015 Budget	JUNE 2015 Amt	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
39230	Proceeds - 2006 Series B Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39300	Proceeds-Gen Long-term Debt	\$0.00	\$0.00	\$552,368.00	-\$552,368.00	0.00%
39330	Proceeds from Capital Lease	\$28,800.00	\$0.00	\$0.00	\$28,800.00	0.00%
39400	Bond Premium	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39700	Capital Contrib from CU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 101 GENERAL FUND		\$3,393,989.00	\$1,026,900.67	\$2,167,243.39	\$1,226,745.61	63.86%
FUND 301 DEBT SERVICE FUND						
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31100	REA Loan Payment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31101	County Payment Joint Facility	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31200	Community Ctr Levy Refund 2002	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31300	Emergency Services Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31301	1999 Series A Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31302	1999 Series B Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31303	2001 Series A Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31304	2002 Series A Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31305	2003 Joint Facility Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31306	2003 Disposal System Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31307	2004 Series A Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31308	2006 Series B Levy	\$136,746.00	\$51,418.52	\$51,418.52	\$85,327.48	37.60%
31309	2006 Series C Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31310	2012 Series A Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31900	Penalties and Interest DelTax	\$500.00	\$0.00	\$115.62	\$384.38	23.12%
33402	Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36104	Penalty & Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36105	Sp Assess Prin Ox Lake 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36106	Sp Assess Int Ox Lake 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36107	Sp Assess Prin Jason/Staley 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36108	Sp Assess Int Jason/Staley 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36109	Sp Assess Prin Lakeshore/Pk 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36110	Sp Assess Int Lakeshore/Pk 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36111	Sp Assess Prin Miller/Mary 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36112	Sp Assess Int Miller/Mary 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36113	Sp Assess Prin Sugar Loaf 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36114	Sp Assess Int Sugar Loaf 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36115	Sp Assess Prin Kimberly 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36116	Sp Assess Int Kimberly 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36117	Sp Assess Prin Shamrock 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36118	Sp Assess Int Shamrock 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36119	Sp Assess Prin Sleepy Val 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36120	Sp Assess Int Sleepy Val 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36121	Sp Assess Prin Tamarack 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36122	Sp Assess Int Tamarack 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36123	Sp Assess Prin Red Pine 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36124	Sp Assess Int Red Pine 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36125	Sp Assess Prin Cross Ave 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36126	Sp Assess Int Cross Ave 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36127	Sp Assess Prin Wilderness 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36128	Sp Assess Int Wilderness 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36129	Sp Assess Prin Kimberly/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36130	Sp Assess Int Kimberly/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36131	Sp Assess Prin Waterwood/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF CROSSLAKE

Month-End Revenue

Current Period: JUNE 2015

SRC	SRC Descr	2015 Budget	JUNE 2015 Amt	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
36132	Sp Assess Int Waterwood/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36133	Sp Assess Prin Shores Dr/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36134	Sp Assess Int Shores Dr/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36135	Sp Assess Prin Backdahl Rd/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36136	Sp Assess Int Backdahl Rd/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36137	Sp Assess Prin Daggett Lane/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36138	Sp Assess Int Daggett Lane/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36139	Sp Assess Prin Deer Rg/Rldg/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36140	Sp Assess Int Deer Rg/Rldg/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36141	Sp Assess Prin Log Ldg/Timb/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36142	Sp Assess Int Log Ldg/Timb/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36143	Sp Assess Prin Velvet Ln/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36144	Sp Assess Int Velvet Ln/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36145	Sp Assess Prin Rabbit Ln/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36146	Sp Assess Int Rabbit Ln/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36147	Sp Assess Prin PineBay/Wolf 00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36148	Sp Assess Int Pine Bay/Wolf 00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36149	Sp Assess Prin White Oak Dr/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36150	Sp Assess Int White Oak Dr/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36151	Sp Assess Prin Red Oak Cir/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36152	Sp Assess Int Red Oak Cir/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36153	Sp Assess Prin Summit Ave/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36154	Sp Assess Int Summit Ave/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36155	Sp Assess Prin Gale Ln/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36156	Sp Assess Int Gale Ln/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36157	Sp Assess Prin Rush Ln/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36158	Sp Assess Int Rush Ln/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36159	Sp Assess Prin Gins/Twin/An/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36160	Sp Assess Int Gins/Twin/An/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36161	Sp Assess Prin Anchor Pt Tr/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36162	Sp Assess Int Anchor Pt Tr/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36163	Sp Assess Prin Ivy Ln/Tr/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36164	Sp Assess Int Ivy Ln/Tr/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36165	Sp Assess Prin 1st/2nd/2nd/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36166	Sp Assess Int 1st/2nd/2nd/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36167	Sp Assess Prin Anderson Ct/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36168	Sp Assess Int Anderson Ct/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36169	Sp Assess Prin Cool Haven/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36170	Sp Assess Int Cool Haven/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36171	Sp Assess Prin Pinedale/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36172	Sp Assess Int Pinedale/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36173	Sp Assess Prin Manhattan Dr/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36174	Sp Assess Int Manhattan Dr/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36175	Sp Assess Prin Eagle St/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36176	Sp Assess Int Eagle St/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36177	Sp Assess Prin Wolf Tr/Ct/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36178	Sp Assess Int Wolf Tr/Ct/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36179	Sp Assess Prin Willwood/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36180	Sp Assess Int Willwood/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36181	Sp Assess Prin Shafer Rd/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36182	Sp Assess Int Shafer Rd/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36183	Sp Assess Prin Sandra Rd/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36184	Sp Assess Int Sandra Rd/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF CROSSLAKE

Month-End Revenue

Current Period: JUNE 2015

SRC	SRC Descr	2015 Budget	JUNE 2015 Amt	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
36185	Sp Assess Prin Lake Tr/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36186	Sp Assess Int Lake Tr/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36187	Sp Assess Prin Happy Cove/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36188	Sp Assess Int Happy Cove/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36189	Sp Assess Prin Bay Shores/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36190	Sp Assess Int Bay Shores/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36191	Sp Assess Prin Woodland Dr/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36192	Sp Assess Int Woodland Dr/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36193	Sp Assess Prin Pine Pt/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36194	Sp Assess Int Pine Pt/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36195	Sp Assess Prin ABC Dr 03	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36196	SpAssess Int ABC Drive	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36197	SpAssess Prin Wildwood/White B	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36198	SpAssess Int Wildwood/White B	\$0.00	\$0.00	\$55.67	-\$55.67	0.00%
36199	SpAssess Prin Greer Lake Rd 03	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
36235	SpAssess Int Greer Lake Rd 03	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36236	SpAssess Prin East Shore 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36237	SpAssess Int East Shore 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36238	SpAssess Prin Margaret 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36239	SpAssess Int Margaret 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36240	SpAssess Prin Edgewater 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36241	SpAssess Int Edgewater 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36242	SpAssess Prin Gendreau 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36243	SpAssess Int Gendreau 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36244	Sp Assess Prin - Duck Lane	\$2,398.00	\$0.00	\$0.00	\$2,398.00	0.00%
36245	Sp Assess Int - Duck Lane	\$271.00	\$0.00	\$0.00	\$271.00	0.00%
36246	Sp Assess Prin - Sunset Drive	\$2,833.00	\$0.00	\$0.00	\$2,833.00	0.00%
36247	Sp Assess Int - Sunset Drive	\$320.00	\$0.00	\$0.00	\$320.00	0.00%
36248	Sp Assess Prin - Maroda Drive	\$1,048.00	\$0.00	\$0.00	\$1,048.00	0.00%
36249	Sp Assess Int - Maroda Drive	\$119.00	\$0.00	\$0.00	\$119.00	0.00%
36250	Sp Assess Prin - Johnie/Rober	\$4,245.00	\$0.00	\$0.00	\$4,245.00	0.00%
36251	Sp Assess Int - Johnie/Robert	\$480.00	\$0.00	\$48.93	\$431.07	10.19%
36252	Sp Assess Prin - Brita/Pinevie	\$16,865.00	\$0.00	\$0.00	\$16,865.00	0.00%
36253	Sp Assess Int - Brita/Pineview	\$1,876.00	\$0.00	\$64.78	\$1,811.22	3.45%
36254	Sp Assess Prin-Sunrise Isl 11	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36255	Sp Assess Int-Sunrise Isl 11	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
38052	Telephone Miscellaneous Rev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39230	Proceeds - 2006 Series B Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39300	Proceeds-Gen Long-term Debt	\$0.00	\$0.00	\$8,632.00	-\$8,632.00	0.00%
39311	Proceeds-Wilderness GO Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39314	Proceeds-2001 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39315	Proceeds-2002 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39318	Proceeds--2004 ESC Refunding	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39319	Proceeds-2004 Impr Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39900	02 Series A	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 301 DEBT SERVICE FUND		\$168,201.00	\$51,418.52	\$60,335.52	\$107,865.48	35.87%
FUND 401 GENERAL CAPITAL PROJECTS						
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33420	Insurance Premium Reimburse	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF CROSSLAKE

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Month-End Revenue

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Current Period: JUNE 2015

SRC	SRC Descr	2015 Budget	JUNE 2015 Amt	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
34790	Park Dedication Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$500.00	\$55.16	\$311.82	\$188.18	62.36%
36230	Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39101	Sales of General Fixed Assets	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39102	Sale of City Hall	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39103	Sale of Fire Hall	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39104	Sale of Lots-Gendreau Addn.	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39231	Proceeds-2006 Series C Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 401 GENERAL CAPITAL PROJECTS		\$500.00	\$55.16	\$311.82	\$188.18	62.36%
FUND 404 JOBZ						
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34110	TIF/JOBZ Pre Application Fee	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34204	JOBZ Recipient Deposit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34208	JOBZ Annual Fee	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 404 JOBZ		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 405 TAX INCREMENT FINANCE PROJECTS						
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31050	Tax Increments LeRever	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31051	Tax Increments Daggett Brook	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31052	Tax Increments Reeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31053	Tax Increments - Ace Hardware	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31054	Tax Increment - Crosswoods	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31055	Tax Incr 1-8 Crosswoods Dev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31056	Tax Increment 1-9 C&J Develop	\$13,000.00	\$0.00	\$0.00	\$13,000.00	0.00%
33403	Mobile Home Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36104	Penalty & Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36201	Misc Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 405 TAX INCREMENT FINANCE PROJE		\$13,000.00	\$0.00	\$0.00	\$13,000.00	0.00%
FUND 408 WEST SHORE DRIVE						
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39310	Proceeds-Gen Obligation Bond	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39318	Proceeds--2004 ESC Refunding	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 408 WEST SHORE DRIVE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 412 DUCK LANE						
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39310	Proceeds-Gen Obligation Bond	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 412 DUCK LANE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 414 SUNRISE ISLAND BRIDGE PROJECT						
33400	State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 414 SUNRISE ISLAND BRIDGE PROJEC		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 415 AMBULANCE PROJECT						
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF CROSSLAKE

Month-End Revenue

Current Period: JUNE 2015

SRC	SRC Descr	2015 Budget	JUNE 2015 Amt	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
FUND 415 AMBULANCE PROJECT						
		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 420 LIBRARY PROJECT						
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36230	Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39310	Proceeds-Gen Obligation Bond	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 420 LIBRARY PROJECT						
		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 432 SEWER PROJECT						
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.14	\$0.79	-\$0.79	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39204	Transfer Frm Needs Assess Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39316	Proceeds-2003 Series A Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39317	Proceeds-2003 Series B Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 432 SEWER PROJECT						
		\$0.00	\$0.14	\$0.79	-\$0.79	0.00%
FUND 502 ECONOMIC DEVELOPMENT FUND						
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31101	County Payment Joint Facility	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31300	Emergency Services Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31305	2003 Joint Facility Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31802	EDA Tax Receipts	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34101	City Hall User Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34951	Rev Loan Principal Pymts	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36212	Restricted Interest Income	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36220	Lease Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39319	Proceeds-2004 Impr Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 502 ECONOMIC DEVELOPMENT FUND						
		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 503 EDA (REVOLVING LOAN)						
34951	Rev Loan Principal Pymts	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$1,300.00	\$126.77	\$731.23	\$568.77	56.25%
36211	Revolving Loan Interest	\$7,483.00	\$600.00	\$3,893.66	\$3,589.34	55.97%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 503 EDA (REVOLVING LOAN)						
		\$8,783.00	\$726.77	\$4,624.89	\$4,158.11	56.01%
FUND 601 SEWER OPERATING FUND						
33423	Insurance Claim Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34410	Unallocated Reserves	\$0.00	-\$346.06	-\$41.04	\$41.04	0.00%
36104	Penalty & Interest	\$1,000.00	\$52.26	\$454.36	\$545.64	45.44%
36200	Miscellaneous Revenues	\$1,000.00	\$348.60	\$348.60	\$651.40	34.86%
36201	Misc Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
37200	User Fee	\$195,000.00	\$17,101.63	\$100,993.44	\$94,006.56	51.79%
37250	Sewer Connection Payments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
37500	Capital Contribution	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF CROSSLAKE

Month-End Revenue

Current Period: JUNE 2015

SRC	SRC Descr	2015 Budget	JUNE 2015 Amt	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
39204	Transfer Frm Needs Assess Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 601 SEWER OPERATING FUND		\$197,000.00	\$17,156.43	\$101,755.36	\$95,244.64	51.65%
FUND 651 SEWER RESTRICTED SINKING FUND						
31306	2003 Disposal System Levy	\$221,000.00	\$83,127.05	\$83,127.05	\$137,872.95	37.61%
33402	Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36104	Penalty & Interest	\$1,500.00	\$0.00	\$155.53	\$1,344.47	10.37%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36201	Misc Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$500.00	\$13.33	\$75.21	\$424.79	15.04%
37250	Sewer Connection Payments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 651 SEWER RESTRICTED SINKING FU		\$223,000.00	\$83,140.38	\$83,357.79	\$139,642.21	37.38%
		\$4,004,473.00	\$1,179,398.07	\$2,417,629.56	\$1,586,843.44	60.38%

B.3.

CITY OF CROSSLAKE
Month End Expenditures
Current Period: JUNE 2015

Table with 7 columns: OBJ, OBJ Desc, 2015 Budget, JUNE 2015 Amt, 2015 YTD Amt, 2015 YTD Balance, %YTD Budget. Rows include FUND 101 GENERAL FUND, DEPT 41110 Council, DEPT 41400 Administration, and DEPT 41410 Elections.

OBJ	OBJ Descr	2015 Budget	JUNE 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
413	Office Equipment Rental/Repair	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41410 Elections		\$0.00	\$0.00	\$10.00	-\$10.00	0.00%
DEPT 41600 Audit/Legal Services						
301	Auditing and Acct g Services	\$28,000.00	\$0.00	\$27,351.00	\$649.00	97.68%
304	Legal Fees (Civil)	\$10,000.00	\$360.00	\$2,714.00	\$7,286.00	27.14%
307	Legal Fees (Labor)	\$14,000.00	\$279.50	\$41.50	\$13,958.50	0.30%
DEPT 41600 Audit/Legal Services		\$52,000.00	\$639.50	\$30,106.50	\$21,893.50	57.90%
DEPT 41910 Planning and Zoning						
100	Wages and Salaries Dept Head	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
101	Assistant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
102	Consultant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
103	Tech 1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
104	Tech 2	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
105	Part-time	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
121	PERA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
122	FICA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
131	Employer Paid Health	\$0.00	\$0.00	\$669.94	-\$669.94	0.00%
132	Employer Paid Disability	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
133	Employer Paid Dental	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
134	Employer Paid Life	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
136	Deferred Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
140	Unemployment	\$4,000.00	\$0.00	\$0.00	\$4,000.00	0.00%
151	Workers Comp Insurance	\$82.00	\$0.00	\$104.00	-\$22.00	126.83%
200	Office Supplies	\$0.00	\$0.00	\$535.45	-\$535.45	0.00%
208	Instruction Fees	\$600.00	\$0.00	\$500.00	\$100.00	83.33%
210	Operating Supplies	\$1,500.00	\$0.00	\$43.25	\$1,456.75	2.88%
212	Motor Fuels	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
220	Repair/Maint Supply - Equip	\$2,500.00	\$166.67	\$667.00	\$1,833.00	26.68%
221	Repair/Maint Vehicles	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
303	Engineering Fees	\$2,500.00	\$70.00	\$105.00	\$2,395.00	4.20%
304	Legal Fees (Civil)	\$5,000.00	\$720.00	\$1,895.00	\$3,105.00	37.90%
305	Legal/Eng - Developer/Criminal	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
314	Surveyor	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
320	Communications	\$3,500.00	\$212.15	\$1,006.62	\$2,493.38	28.76%
322	Postage	\$500.00	\$0.00	\$153.75	\$346.25	30.75%
331	Travel Expenses	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
332	Travel Expense- P&Z Comm	\$1,500.00	\$0.00	\$200.00	\$1,300.00	13.33%
340	Advertising	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
351	Legal Notices Publishing	\$2,000.00	\$85.00	\$419.85	\$1,580.15	20.99%
352	Filing Fees	\$1,500.00	\$0.00	\$184.00	\$1,316.00	12.27%
356	Mapping	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$500.00	\$0.00	\$116.25	\$383.75	23.25%
413	Office Equipment Rental/Repair	\$2,500.00	\$72.50	\$435.00	\$2,065.00	17.40%
430	Miscellaneous	\$500.00	\$0.00	\$31.44	\$468.56	6.29%
433	Dues and Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
441	Enhanced 911	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
443	Sales Tax	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
452	Refund	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
470	Consultant Fees	\$193,000.00	\$16,150.00	\$96,900.00	\$96,100.00	50.21%
500	Capital Outlay	\$19,400.00	\$475.71	\$4,321.96	\$15,078.04	22.28%
600	Principal	\$1,890.00	\$129.00	\$774.00	\$1,116.00	40.95%
DEPT 41910 Planning and Zoning		\$246,672.00	\$18,081.03	\$109,062.51	\$137,609.49	44.21%

OBJ	OBJ Descr	2015 Budget	JUNE 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
DEPT 41940 General Government						
131	Employer Paid Health	\$10,049.00	\$1,339.88	\$5,359.52	\$4,689.48	53.33%
133	Employer Paid Dental	\$118.00	\$0.00	\$0.00	\$118.00	0.00%
151	Workers Comp Insurance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
152	Health Savings Account Contrib	\$3,750.00	\$0.00	\$0.00	\$3,750.00	0.00%
210	Operating Supplies	\$2,500.00	\$314.84	\$1,573.41	\$926.59	62.94%
220	Repair/Maint Supply - Equip	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$4,000.00	\$266.86	\$1,752.14	\$2,247.86	43.80%
235	Signs	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
254	Concessions - Pop	\$300.00	\$46.81	\$143.37	\$156.63	47.79%
302	Architects Fees	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
303	Engineering Fees	\$750.00	\$0.00	\$0.00	\$750.00	0.00%
316	Security Monitoring	\$800.00	\$367.88	\$367.88	\$432.12	45.99%
335	Background Checks	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
341	Newsletter Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
354	Ordinance Codification	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
360	Insurance	\$26,500.00	\$0.00	\$22,900.51	\$3,599.49	86.42%
381	Electric Utilities	\$14,500.00	\$917.00	\$5,003.00	\$9,497.00	34.50%
383	Gas Utilities	\$4,500.00	\$107.85	\$1,982.22	\$2,517.78	44.05%
384	Refuse/Garbage Disposal	\$500.00	\$47.40	\$238.00	\$262.00	47.60%
385	Sewer Utility	\$600.00	\$37.00	\$185.00	\$415.00	30.83%
389	Generator Expense	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
405	Cleaning Services	\$9,600.00	\$707.50	\$4,245.00	\$5,355.00	44.22%
430	Miscellaneous	\$2,500.00	\$227.25	\$718.25	\$1,781.75	28.73%
433	Dues and Subscriptions	\$3,500.00	\$580.00	\$1,703.40	\$1,796.60	48.67%
437	Brainerd Lakes Area Dev Corp	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
438	Initiative Foundation	\$1,500.00	\$0.00	\$1,500.00	\$0.00	100.00%
439	Emergency Mgmt Expense	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
440	Telephone Co Reimb Expense	\$25,000.00	\$95.19	\$15,932.54	\$9,067.46	63.73%
441	Enhanced 911	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
442	Safety Prog/Equipment	\$8,500.00	\$0.00	\$3,482.67	\$5,017.33	40.97%
443	Sales Tax	\$50.00	\$0.00	\$1.00	\$49.00	2.00%
444	Transportation Plan	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
446	Animal Control	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
449	Cobra Payments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
451	Health Comm Program Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
452	Refund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
456	Fireworks	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	100.00%
460	Fines/Fees Reimburse	\$6,000.00	\$0.00	\$1,183.31	\$4,816.69	19.72%
470	Consultant Fees	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
490	Donations to Civic Org s	\$3,500.00	\$0.00	\$200.00	\$3,300.00	5.71%
493	Pass Thru Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$113,000.00	\$0.00	\$0.00	\$113,000.00	0.00%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
552	Capital Outlay-Land	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41940 General Government		\$274,817.00	\$15,055.46	\$78,471.22	\$196,345.78	28.55%
DEPT 42110 Police Administration						
100	Wages and Salaries Dept Head	\$73,658.00	\$5,767.03	\$33,367.80	\$40,290.20	45.30%
101	Assistant	\$62,323.00	\$5,304.48	\$29,928.62	\$32,394.38	48.02%
103	Tech 1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
108	Tech 3	\$17,000.00	\$3,085.25	\$8,933.14	\$8,066.86	52.55%
110	Tech 4	\$53,230.00	\$4,160.33	\$25,072.60	\$28,157.40	47.10%
112	Tech 5	\$53,730.00	\$4,123.25	\$24,632.40	\$29,097.60	45.84%

OBJ	OBJ Descr	2015 Budget	JUNE 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
113	Tech 6	\$53,295.00	\$3,960.44	\$24,933.12	\$28,361.88	46.78%
121	PERA	\$50,744.00	\$4,276.92	\$24,227.78	\$26,516.22	47.75%
122	FICA	\$4,542.00	\$352.47	\$1,992.14	\$2,549.86	43.86%
131	Employer Paid Health	\$56,199.00	\$4,683.23	\$28,121.38	\$28,077.62	50.04%
132	Employer Paid Disability	\$2,225.00	\$201.26	\$1,207.56	\$1,017.44	54.27%
133	Employer Paid Dental	\$4,841.00	\$354.61	\$2,225.24	\$2,615.76	45.97%
134	Employer Paid Life	\$336.00	\$28.00	\$168.00	\$168.00	50.00%
136	Deferred Compensation	\$1,300.00	\$100.00	\$600.00	\$700.00	46.15%
140	Unemployment	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
151	Workers Comp Insurance	\$12,966.00	\$0.00	\$11,251.00	\$1,715.00	86.77%
152	Health Savings Account Contrib	\$27,000.00	\$5,000.00	\$22,000.00	\$5,000.00	81.48%
200	Office Supplies	\$300.00	\$0.00	\$54.68	\$245.32	18.23%
208	Instruction Fees	\$3,400.00	\$480.00	\$1,168.42	\$2,231.58	34.37%
209	Physicals	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
210	Operating Supplies	\$1,300.00	\$0.00	\$0.00	\$1,300.00	0.00%
212	Motor Fuels	\$18,000.00	\$837.31	\$3,572.56	\$14,427.44	19.85%
214	Auto Expense- 08 Ford	\$1,700.00	\$41.12	\$455.41	\$1,244.59	26.79%
216	Auto Expense- 09 Ford	\$800.00	\$0.00	\$223.78	\$576.22	27.97%
217	Auto Expense- 10 Ford	\$800.00	\$0.00	\$59.61	\$740.39	7.45%
218	Auto Expense- 11 Ford	\$1,200.00	\$405.18	\$1,529.46	-\$329.46	127.46%
219	Auto Expense- 12 Dodge	\$1,200.00	\$672.81	\$1,277.65	-\$77.65	106.47%
220	Repair/Maint Supply - Equip	\$5,500.00	\$367.92	\$3,417.03	\$2,082.97	62.13%
221	Repair/Maint Vehicles	\$0.00	\$0.00	\$2.24	-\$2.24	0.00%
258	Unif Bob/Ted/Terry	\$600.00	\$209.97	\$568.00	\$32.00	94.67%
259	Unif Erik/Mike	\$600.00	\$0.00	\$482.66	\$117.34	80.44%
260	Unif Eric & Bruce	\$600.00	\$0.00	\$247.01	\$352.99	41.17%
261	Unif Jake/Jon/Leigh	\$600.00	\$0.00	\$274.94	\$325.06	45.82%
264	Unif Bobby/Ron	\$600.00	\$0.00	\$529.14	\$70.86	88.19%
265	Unif & P/T Expense	\$0.00	\$0.00	\$208.39	-\$208.39	0.00%
281	Tactical Team	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
282	Restitution Expenditures	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
283	Forfeiture Expenditures	\$1,000.00	\$0.00	\$541.20	\$458.80	54.12%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
319	Donation Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$2,800.00	\$241.29	\$1,233.04	\$1,566.96	44.04%
321	Communications-Cellular	\$5,400.00	\$303.30	\$1,437.81	\$3,962.19	26.63%
322	Postage	\$200.00	\$2.68	\$21.69	\$178.31	10.85%
331	Travel Expenses	\$1,200.00	\$123.17	\$1,412.64	-\$212.64	117.72%
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$14,000.00	\$0.00	\$16,137.43	-\$2,137.43	115.27%
413	Office Equipment Rental/Repair	\$400.00	\$30.00	\$180.00	\$220.00	45.00%
430	Miscellaneous	\$200.00	\$0.00	\$162.25	\$37.75	81.13%
433	Dues and Subscriptions	\$250.00	\$0.00	\$240.00	\$10.00	96.00%
443	Sales Tax	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
458	Undercover Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
460	Fines/Fees Reimburse	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$6,500.00	\$3,382.65	\$3,382.65	\$3,117.35	52.04%
550	Capital Outlay - Vehicles	\$45,000.00	\$34,638.19	\$38,896.19	\$6,103.81	86.44%
DEPT 42110 Police Administration		\$589,239.00	\$83,132.86	\$316,376.66	\$272,862.34	53.69%
DEPT 42280 Fire Administration						
100	Wages and Salaries Dept Head	\$6,000.00	\$500.00	\$2,500.00	\$3,500.00	41.67%
101	Assistant	\$1,200.00	\$100.00	\$500.00	\$700.00	41.67%
106	Training	\$2,100.00	\$100.00	\$600.00	\$1,500.00	28.57%
107	Services	\$43,500.00	\$0.00	-\$100.00	\$43,600.00	-0.23%

OBJ	OBJ Descr	2015 Budget	JUNE 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
122	FICA	\$4,039.00	\$53.54	\$321.24	\$3,717.76	7.95%
151	Workers Comp Insurance	\$4,231.00	\$0.00	\$3,811.00	\$420.00	90.07%
200	Office Supplies	\$100.00	\$0.00	\$35.90	\$64.10	35.90%
208	Instruction Fees	\$7,000.00	\$1,537.50	\$7,045.50	-\$45.50	100.65%
209	Physicals	\$500.00	\$0.00	\$2,326.00	-\$1,826.00	465.20%
210	Operating Supplies	\$3,000.00	\$247.05	\$1,542.10	\$1,457.90	51.40%
212	Motor Fuels	\$500.00	\$98.43	\$272.66	\$227.34	54.53%
213	Diesel Fuel	\$2,500.00	\$24.86	\$231.07	\$2,268.93	9.24%
220	Repair/Maint Supply - Equip	\$3,000.00	\$214.95	\$2,791.80	\$208.20	93.06%
221	Repair/Maint Vehicles	\$9,000.00	\$0.00	\$408.92	\$8,591.08	4.54%
222	Tires	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$1,000.00	\$0.00	\$788.45	\$211.55	78.85%
233	FIRE PREVENTION	\$2,000.00	\$0.00	\$729.90	\$1,270.10	36.50%
240	Small Tools and Minor Equip	\$1,500.00	\$13.41	\$1,183.12	\$316.88	78.87%
319	Donation Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$1,200.00	\$226.78	\$1,063.67	\$136.33	88.64%
322	Postage	\$25.00	\$8.95	\$8.95	\$16.05	35.80%
331	Travel Expenses	\$2,500.00	\$0.00	\$2,435.25	\$64.75	97.41%
340	Advertising	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$7,000.00	\$0.00	\$6,239.03	\$760.97	89.13%
430	Miscellaneous	\$150.00	\$0.00	\$6,510.00	-\$6,360.00	4340.00%
433	Dues and Subscriptions	\$1,200.00	\$0.00	\$1,242.00	-\$42.00	103.50%
443	Sales Tax	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
455	House Burn	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
491	FDRA City Contribution	\$21,000.00	\$0.00	\$0.00	\$21,000.00	0.00%
492	FDRA State Aid	\$28,000.00	\$0.00	\$0.00	\$28,000.00	0.00%
500	Capital Outlay	\$46,902.00	\$3,997.43	\$14,040.15	\$32,861.85	29.94%
550	Capital Outlay - Vehicles	\$0.00	\$1,676.33	\$251,676.33	-\$251,676.33	0.00%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$15,602.00	\$0.00	\$15,602.32	-\$0.32	100.00%
610	Interest	\$740.00	\$0.00	\$740.61	-\$0.61	100.08%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$425.00	\$0.00	\$0.00	\$425.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42280 Fire Administration		\$218,214.00	\$8,799.23	\$324,545.97	-\$106,331.97	148.73%
DEPT 42500 Ambulance Services						
223	Bldg Repair Suppl/Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
306	Ambulance Subsidy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42500 Ambulance Services		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)						
100	Wages and Salaries Dept Head	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
103	Tech 1	\$45,712.00	\$3,404.13	\$18,558.59	\$27,153.41	40.60%
104	Tech 2	\$49,631.00	\$3,458.30	\$29,406.83	\$20,224.17	59.25%
105	Part-time	\$0.00	\$0.00	\$360.48	-\$360.48	0.00%
108	Tech 3	\$52,808.00	\$4,063.65	\$21,209.62	\$31,598.38	40.16%
121	PERA	\$11,110.00	\$819.45	\$4,899.57	\$6,210.43	44.10%
122	FICA	\$11,333.00	\$772.53	\$5,210.78	\$6,122.22	45.98%
131	Employer Paid Health	\$31,315.00	\$2,609.59	\$16,193.49	\$15,121.51	51.71%
132	Employer Paid Disability	\$929.00	\$81.73	\$489.36	\$439.64	52.68%
133	Employer Paid Dental	\$2,610.00	\$192.79	\$1,253.10	\$1,356.90	48.01%
134	Employer Paid Life	\$202.00	\$16.80	\$108.26	\$93.74	53.59%
136	Deferred Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2015 Budget	JUNE 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
140	Unemployment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
151	Workers Comp Insurance	\$15,352.00	\$0.00	\$13,483.00	\$1,869.00	87.83%
152	Health Savings Account Contrib	\$15,000.00	\$3,500.00	\$13,000.00	\$2,000.00	86.67%
200	Office Supplies	\$450.00	\$0.00	\$45.41	\$404.59	10.09%
208	Instruction Fees	\$1,000.00	\$48.16	\$799.22	\$200.78	79.92%
210	Operating Supplies	\$1,200.00	\$160.14	\$447.07	\$752.93	37.26%
212	Motor Fuels	\$8,000.00	\$502.65	\$2,319.99	\$5,680.01	29.00%
213	Diesel Fuel	\$15,000.00	\$607.89	\$3,165.87	\$11,834.13	21.11%
215	Shop Supplies	\$2,750.00	\$6.75	\$1,128.08	\$1,621.92	41.02%
220	Repair/Maint Supply - Equip	\$18,000.00	\$177.78	\$11,461.23	\$6,538.77	63.67%
221	Repair/Maint Vehicles	\$15,000.00	\$351.94	\$5,105.74	\$9,894.26	34.04%
222	Tires	\$1,500.00	\$0.00	\$946.60	\$553.40	63.11%
223	Bldg Repair Suppl/Maintenance	\$4,500.00	\$668.65	\$7,224.86	-\$2,724.86	160.55%
224	Street Maint Materials	\$20,000.00	\$52.50	\$6,249.19	\$13,750.81	31.25%
225	New Roads Materials	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
226	Bridge Materials	\$25,000.00	\$5,690.38	\$12,252.98	\$12,747.02	49.01%
228	Street Lighting	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
232	Striping	\$8,000.00	\$0.00	\$0.00	\$8,000.00	0.00%
235	Signs	\$3,000.00	\$68.49	\$699.60	\$2,300.40	23.32%
240	Small Tools and Minor Equip	\$2,500.00	\$267.61	\$3,279.63	-\$779.63	131.19%
254	Concessions - Pop	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
259	Unif Erik/Mike	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
260	Unif Eric & Bruce	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
261	Unif Jake/Jon/Leigh	\$300.00	\$0.00	\$300.00	\$0.00	100.00%
303	Engineering Fees	\$25,000.00	\$559.50	\$2,499.50	\$22,500.50	10.00%
304	Legal Fees (Civil)	\$1,000.00	\$0.00	\$210.00	\$790.00	21.00%
314	Surveyor	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
316	Security Monitoring	\$200.00	\$0.00	\$84.60	\$115.40	42.30%
320	Communications	\$1,600.00	\$124.13	\$616.12	\$983.88	38.51%
322	Postage	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
331	Travel Expenses	\$1,000.00	\$0.00	\$253.62	\$746.38	25.36%
340	Advertising	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
351	Legal Notices Publishing	\$100.00	\$0.00	\$55.25	\$44.75	55.25%
360	Insurance	\$27,000.00	\$0.00	\$24,865.00	\$2,135.00	92.09%
381	Electric Utilities	\$14,000.00	\$638.63	\$6,204.07	\$7,795.93	44.31%
383	Gas Utilities	\$6,000.00	\$74.55	\$2,110.30	\$3,889.70	35.17%
384	Refuse/Garbage Disposal	\$1,000.00	\$56.64	\$655.50	\$344.50	65.55%
385	Sewer Utility	\$400.00	\$52.17	\$191.29	\$208.71	47.82%
405	Cleaning Services	\$3,700.00	\$176.25	\$1,571.05	\$2,128.95	42.46%
413	Office Equipment Rental/Repair	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
415	Equipment Rental	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
430	Miscellaneous	\$1,000.00	\$11.69	\$497.05	\$502.95	49.71%
433	Dues and Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
442	Safety Prog/Equipment	\$1,000.00	\$0.00	\$682.44	\$317.56	68.24%
443	Sales Tax	\$100.00	\$0.00	\$6,710.00	-\$6,610.00	6710.00%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
454	Joint Facility County Expense	\$45,000.00	\$3,570.19	\$26,935.46	\$18,064.54	59.86%
500	Capital Outlay	\$141,667.00	\$13,718.00	\$14,328.98	\$127,338.02	10.11%
550	Capital Outlay - Vehicles	\$0.00	\$319.95	\$258,254.93	-\$258,254.93	0.00%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
552	Capital Outlay-Land	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
581	Capital Outlay -Seal Coat	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
582	Capital Outlay - Crackfill	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
583	Capital Outlay - Overlays	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
584	Capital Outlay - Road Const	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2015 Budget	JUNE 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
600	Prinicipal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$635,419.00	\$46,823.61	\$526,323.71	\$109,095.29	82.83%
DEPT 43100 Cemetery						
210	Operating Supplies	\$940.00	\$0.00	\$195.80	\$744.20	20.83%
220	Repair/Maint Supply - Equip	\$250.00	\$420.50	\$551.68	-\$301.68	220.67%
360	Insurance	\$60.00	\$0.00	\$65.42	-\$5.42	109.03%
381	Electric Utilities	\$350.00	\$30.59	\$63.62	\$286.38	18.18%
430	Miscellaneous	\$400.00	\$0.00	\$34.00	\$366.00	8.50%
452	Refund	\$0.00	\$0.00	\$600.00	-\$600.00	0.00%
500	Capital Outlay	\$1,000.00	\$102.16	\$983.97	\$16.03	98.40%
600	Prinicipal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43100 Cemetery		\$3,000.00	\$553.25	\$2,494.49	\$505.51	83.15%
DEPT 45100 Park and Recreation (GENERAL)						
100	Wages and Salaries Dept Head	\$66,107.00	\$5,131.18	\$30,060.63	\$36,046.37	45.47%
101	Assistant	\$27,406.00	\$2,095.32	\$12,194.07	\$15,211.93	44.49%
103	Tech 1	\$37,232.00	\$2,897.50	\$16,914.78	\$20,317.22	45.43%
104	Tech 2	\$12,750.00	\$0.00	\$0.00	\$12,750.00	0.00%
105	Part-time	\$13,500.00	\$2,247.75	\$10,944.88	\$2,555.12	81.07%
108	Tech 3	\$25,376.00	\$2,129.22	\$11,802.95	\$13,573.05	46.51%
121	PERA	\$12,666.00	\$919.01	\$5,465.55	\$7,200.45	43.15%
122	FICA	\$13,951.00	\$1,031.81	\$5,969.92	\$7,981.08	42.79%
131	Employer Paid Health	\$31,315.00	\$1,572.77	\$9,436.62	\$21,878.38	30.13%
132	Employer Paid Disability	\$1,624.00	\$119.59	\$717.54	\$906.46	44.18%
133	Employer Paid Dental	\$4,104.00	\$273.70	\$1,700.26	\$2,403.74	41.43%
134	Employer Paid Life	\$336.00	\$22.40	\$132.54	\$203.46	39.45%
136	Deferred Compensation	\$650.00	\$50.00	\$300.00	\$350.00	46.15%
140	Unemployment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
151	Workers Comp Insurance	\$6,565.00	\$0.00	\$6,252.00	\$313.00	95.23%
152	Health Savings Account Contrib	\$15,000.00	\$2,500.00	\$7,500.00	\$7,500.00	50.00%
200	Office Supplies	\$200.00	\$0.00	\$250.15	-\$50.15	125.08%
208	Instruction Fees	\$500.00	\$0.00	\$233.31	\$266.69	46.66%
210	Operating Supplies	\$1,600.00	\$5.49	\$604.34	\$995.66	37.77%
212	Motor Fuels	\$2,000.00	\$98.00	\$578.49	\$1,421.51	28.92%
213	Diesel Fuel	\$1,500.00	\$80.14	\$155.35	\$1,344.65	10.36%
220	Repair/Maint Supply - Equip	\$3,000.00	\$39.44	\$1,812.79	\$1,187.21	60.43%
221	Repair/Maint Vehicles	\$2,000.00	\$27.17	\$1,055.79	\$944.21	52.79%
223	Bldg Repair Suppl/Maintenance	\$10,000.00	\$1,027.58	\$4,939.92	\$5,060.08	49.40%
231	Chemicals	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
235	Signs	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
254	Concessions - Pop	\$300.00	\$0.00	\$157.99	\$142.01	52.66%
255	Concessions - Food	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
258	Unif Bob/Ted/Terry	\$300.00	\$85.21	\$124.19	\$175.81	41.40%
261	Unif Jake/Jon/Leigh	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
264	Unif Bobby/Ron	\$225.00	\$0.00	\$166.25	\$58.75	73.89%
304	Legal Fees (Civil)	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
308	Instructors Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
309	Tennis	\$1,600.00	\$0.00	\$0.00	\$1,600.00	0.00%
310	Program Supplies	\$1,000.00	\$216.97	\$284.87	\$715.13	28.49%
311	Softball/Baseball	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
312	Aerobic Instruction	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2015 Budget	JUNE 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
315	Warm House/Garage Exp	\$1,000.00	\$97.83	\$251.68	\$748.32	25.17%
316	Security Monitoring	\$700.00	\$367.88	\$821.88	-\$121.88	117.41%
317	Soccer/Skating	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
318	Garage (North)	\$3,000.00	\$77.00	\$1,396.98	\$1,603.02	46.57%
319	Donation Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$3,500.00	\$278.12	\$1,379.17	\$2,120.83	39.40%
322	Postage	\$150.00	\$0.00	\$38.23	\$111.77	25.49%
323	Garage (East)	\$800.00	\$2.99	\$311.91	\$488.09	38.99%
324	Disc Golf Expenses	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
331	Travel Expenses	\$700.00	\$19.55	\$376.93	\$323.07	53.85%
335	Background Checks	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
340	Advertising	\$500.00	\$0.00	\$117.80	\$382.20	23.56%
351	Legal Notices Publishing	\$0.00	\$0.00	\$34.00	-\$34.00	0.00%
360	Insurance	\$15,000.00	\$0.00	\$13,260.26	\$1,739.74	88.40%
381	Electric Utilities	\$13,000.00	\$1,129.23	\$5,599.82	\$7,400.18	43.08%
383	Gas Utilities	\$7,500.00	\$182.74	\$3,315.30	\$4,184.70	44.20%
384	Refuse/Garbage Disposal	\$800.00	\$71.36	\$358.30	\$441.70	44.79%
403	Improvements Other Than Bldgs	\$3,800.00	\$0.00	\$2,633.00	\$1,167.00	69.29%
413	Office Equipment Rental/Repair	\$700.00	\$2.50	\$15.00	\$685.00	2.14%
415	Equipment Rental	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
430	Miscellaneous	\$800.00	\$0.00	\$222.26	\$577.74	27.78%
433	Dues and Subscriptions	\$500.00	\$0.00	\$165.00	\$335.00	33.00%
442	Safety Prog/Equipment	\$1,500.00	\$62.07	\$62.07	\$1,437.93	4.14%
443	Sales Tax	\$3,200.00	\$0.00	\$1,260.00	\$1,940.00	39.38%
445	Sr Meals Expense	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
448	Weight Room Ins Reimbur	\$150.00	\$9.50	\$79.75	\$70.25	53.17%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
452	Refund	\$150.00	\$0.00	\$353.38	-\$203.38	235.59%
453	80 Acre Development Expense	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
457	Weight Room Expenses	\$500.00	\$0.00	\$432.88	\$67.12	86.58%
459	PAL Foundation Expenditures	\$3,000.00	\$1,274.40	\$4,244.42	-\$1,244.42	141.48%
461	Silver Sneakers	\$5,000.00	\$506.00	\$2,415.00	\$2,585.00	48.30%
481	Park Master Plan	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$69,250.00	\$993.00	\$27,271.00	\$41,979.00	39.38%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
552	Capital Outlay-Land	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
557	Capital Outlay - Tennis Courts	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$1,250.00	\$104.14	\$624.84	\$625.16	49.99%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 45100 Park and Recreation (GENERA		\$437,857.00	\$27,748.56	\$196,796.04	\$241,060.96	44.95%
DEPT 45500 Library						
101	Assistant	\$27,872.00	\$2,160.00	\$12,638.40	\$15,233.60	45.34%
121	PERA	\$2,090.00	\$162.00	\$970.65	\$1,119.35	46.44%
122	FICA	\$2,132.00	\$143.86	\$861.34	\$1,270.66	40.40%
131	Employer Paid Health	\$12,442.00	\$1,036.82	\$6,220.92	\$6,221.08	50.00%
132	Employer Paid Disability	\$216.00	\$19.52	\$117.12	\$98.88	54.22%
133	Employer Paid Dental	\$1,116.00	\$80.91	\$509.56	\$606.44	45.66%
134	Employer Paid Life	\$67.00	\$5.60	\$33.60	\$33.40	50.15%
135	Employer Paid Other	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
140	Unemployment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
151	Workers Comp Insurance	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
152	Health Savings Account Contrib	\$6,000.00	\$1,500.00	\$4,500.00	\$1,500.00	75.00%
201	Library Operating Supplies	\$2,000.00	\$20.00	\$394.63	\$1,605.37	19.73%
202	Library Subscriptions	\$500.00	\$0.00	\$366.60	\$133.40	73.32%
203	Library Books	\$500.00	\$279.92	\$3,657.09	-\$3,157.09	731.42%

OBJ	OBJ Descr	2015 Budget	JUNE 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
204	Children s Program Expense	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
205	Library Luncheon Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
206	NY Times Best Seller Program	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
207	Golf Fundraiser Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
319	Donation Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$1,000.00	\$58.98	\$296.41	\$703.59	29.64%
322	Postage	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
360	Insurance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
413	Office Equipment Rental/Repair	\$500.00	\$2.50	\$1,015.00	-\$515.00	203.00%
430	Miscellaneous	\$1,000.00	-\$13.94	\$0.00	\$1,000.00	0.00%
443	Sales Tax	\$0.00	\$0.00	\$8.00	-\$8.00	0.00%
452	Refund	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
459	PAL Foundation Expenditures	\$250.00	\$14.82	\$14.82	\$235.18	5.93%
500	Capital Outlay	\$500.00	\$0.00	\$1,880.00	-\$1,380.00	376.00%
600	Principal	\$1,250.00	\$104.14	\$624.84	\$625.16	49.99%
DEPT 45500 Library		\$59,885.00	\$5,575.13	\$34,108.98	\$25,776.02	56.96%
DEPT 47014 2012 Series A						
600	Principal	\$175,000.00	\$0.00	\$175,000.00	\$0.00	100.00%
610	Interest	\$34,403.00	\$0.00	\$18,076.25	\$16,326.75	52.54%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$183.00	-\$183.00	0.00%
DEPT 47014 2012 Series A		\$209,403.00	\$0.00	\$193,259.25	\$16,143.75	92.29%
DEPT 47015						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$2,500.00	-\$2,500.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47015		\$0.00	\$0.00	\$2,500.00	-\$2,500.00	0.00%
DEPT 48000 Recycling						
384	Refuse/Garbage Disposal	\$32,340.00	\$2,433.00	\$14,598.00	\$17,742.00	45.14%
388	Recycling Expenses	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
430	Miscellaneous	\$2,340.00	\$262.00	\$1,572.00	\$768.00	67.18%
DEPT 48000 Recycling		\$34,780.00	\$2,695.00	\$16,170.00	\$18,610.00	46.49%
FUND 101 GENERAL FUND		\$3,056,468.00	\$230,508.23	\$1,955,088.97	\$1,101,379.03	63.97%
FUND 301 DEBT SERVICE FUND						
DEPT 47000 Emer Svcs Ctr Refunding 2004						
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
602	REA Loan Payment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47000 Emer Svcs Ctr Refunding 200		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47001 Community Ctr Refunding 2002						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47001 Community Ctr Refunding 200		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47002 G.O. Improve-Wilderness						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47002 G.O. Improve-Wilderness		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47003 1999 Series A Improvement Bond						

OBJ	OBJ Descr	2015 Budget	JUNE 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47003 1999 Series A Improvement B		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47004 1999 Series B Improvement Bond						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47004 1999 Series B Improvement B		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47005 2001 Series A Improvement Bond						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47005 2001 Series A Improvement B		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47006 2002 Series A Improvement Bond						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47006 2002 Series A Improvement B		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47008 2003 Series B Sewer						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47008 2003 Series B Sewer		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47009 2003 Joint Facility						
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47009 2003 Joint Facility		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47010 2004 Series A						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47010 2004 Series A		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47011 2006 Series B Improvement Bond						
600	Principal	\$150,000.00	\$0.00	\$0.00	\$150,000.00	0.00%
610	Interest	\$12,430.00	\$0.00	\$6,215.00	\$6,215.00	50.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
616	Bond Discount	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47011 2006 Series B Improvement B		\$162,430.00	\$0.00	\$6,215.00	\$156,215.00	3.83%
DEPT 47012 2006 Series C Equipment Cert						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47012 2006 Series C Equipment Cert		\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2015 Budget	JUNE 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
DEPT 47013	Bond Disclosure					
440	Telephone Co Reimb Expense	\$1,200.00	\$0.00	\$1,012.50	\$187.50	84.38%
621	Continung Disclosure Expene	\$1,200.00	\$0.00	\$1,012.50	\$187.50	84.38%
DEPT 47013	Bond Disclosure	\$2,400.00	\$0.00	\$2,025.00	\$375.00	84.38%
DEPT 47014	2012 Series A					
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$130,000.00	\$0.00	\$130,000.00	\$0.00	100.00%
610	Interest	\$1,300.00	\$0.00	\$1,300.00	\$0.00	100.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$134.00	-\$134.00	0.00%
DEPT 47014	2012 Series A	\$131,300.00	\$0.00	\$131,434.00	-\$134.00	100.10%
FUND 301	DEBT SERVICE FUND	\$296,130.00	\$0.00	\$139,674.00	\$156,456.00	47.17%
FUND 401	GENERAL CAPITAL PROJECTS					
DEPT 44000	Capital Projects					
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 44000	Capital Projects	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47012	2006 Series C Equipment Cert					
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
616	Bond Discount	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47012	2006 Series C Equipment Cert	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 49300	Other Finanacing Uses					
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 49300	Other Finanacing Uses	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 401	GENERAL CAPITAL PROJECTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 404	JOBZ					
DEPT 46002	JOBZ - Crosstech Mfg					
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46002	JOBZ - Crosstech Mfg	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 404	JOBZ	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 405	TAX INCREMENT FINANCE PROJECTS					
DEPT 46000	Tax Increment Financing					
351	Legal Notices Publishing	\$650.00	\$59.50	\$59.50	\$590.50	9.15%
640	Tax Increment 1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
641	Tax Increment 2	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
642	Tax Increment 3	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
643	Tax Increment 6	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
644	Tax Increment 7 - Stone #1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
645	Tax Increment 8 - Crosswoods	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
646	TaxIncrement 9-C&J Dev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
650	Administrative Costs	\$650.00	\$0.00	\$100.00	\$550.00	15.38%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46000	Tax Increment Financing	\$1,300.00	\$59.50	\$159.50	\$1,140.50	12.27%
DEPT 46001	TIF 1-9 MidWest Asst Living					
646	TaxIncrement 9-C&J Dev	\$11,700.00	\$0.00	\$0.00	\$11,700.00	0.00%
DEPT 46001	TIF 1-9 MidWest Asst Living	\$11,700.00	\$0.00	\$0.00	\$11,700.00	0.00%
FUND 405	TAX INCREMENT FINANCE PROJEC	\$13,000.00	\$59.50	\$159.50	\$12,840.50	1.23%

OBJ	OBJ Descr	2015 Budget	JUNE 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
FUND 408 WEST SHORE DRIVE						
DEPT 43000 Public Works (GENERAL)						
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
616	Bond Discount	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 408 WEST SHORE DRIVE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 409 JOHNNIE/ROBERT STREET						
DEPT 43000 Public Works (GENERAL)						
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 409 JOHNNIE/ROBERT STREET		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 410 MARODA DRIVE						
DEPT 43000 Public Works (GENERAL)						
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 410 MARODA DRIVE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 411 SUNSET DRIVE						
DEPT 43000 Public Works (GENERAL)						
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 411 SUNSET DRIVE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 412 DUCK LANE						
DEPT 43000 Public Works (GENERAL)						
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 412 DUCK LANE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 413 FAWN LAKE ROAD						
DEPT 43000 Public Works (GENERAL)						
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 413 FAWN LAKE ROAD		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 414 SUNRISE ISLAND BRIDGE PROJECT						
DEPT 43000 Public Works (GENERAL)						
226	Bridge Materials	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2015 Budget	JUNE 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
DEPT 43000	Public Works (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 414	SUNRISE ISLAND BRIDGE PROJEC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 415 AMBULANCE PROJECT						
DEPT 43000	Public Works (GENERAL)					
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000	Public Works (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 415	AMBULANCE PROJECT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 420 LIBRARY PROJECT						
DEPT 45500	Library					
302	Architects Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 45500	Library	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 420	LIBRARY PROJECT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 432 SEWER PROJECT						
DEPT 43200	Sewer					
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
443	Sales Tax	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200	Sewer	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 49300	Other Financing Uses					
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 49300	Other Financing Uses	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 432	SEWER PROJECT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 463 BRITA LN/PINE VIEW LN						
DEPT 43000	Public Works (GENERAL)					
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000	Public Works (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 463	BRITA LN/PINE VIEW LN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 502 ECONOMIC DEVELOPMENT FUND						
DEPT 41940	General Government					
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41940	General Government	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46500	Economic Develop mt (GENERAL)					
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2015 Budget	JUNE 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46500 Economic Develop mt (GENER		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47000 Emer Svcs Ctr Refunding 2004						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
616	Bond Discount	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47000 Emer Svcs Ctr Refunding 200		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47009 2003 Joint Facility						
430	Miscellaneous	\$10,000.00	\$0.00	\$45.00	\$9,955.00	0.45%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47009 2003 Joint Facility		\$10,000.00	\$0.00	\$45.00	\$9,955.00	0.45%
FUND 502 ECONOMIC DEVELOPMENT FUND		\$10,000.00	\$0.00	\$45.00	\$9,955.00	0.45%
FUND 503 EDA (REVOLVING LOAN)						
DEPT 46500 Economic Develop mt (GENERAL)						
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
447	Loan Disbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46500 Economic Develop mt (GENER		\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
FUND 503 EDA (REVOLVING LOAN)		\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
FUND 601 SEWER OPERATING FUND						
DEPT 43200 Sewer						
100	Wages and Salaries Dept Head	\$70,847.00	\$5,465.76	\$32,016.02	\$38,830.98	45.19%
101	Assistant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
103	Tech 1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
104	Tech 2	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
108	Tech 3	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
121	PERA	\$5,314.00	\$409.94	\$2,459.64	\$2,854.36	46.29%
122	FICA	\$5,420.00	\$392.92	\$2,357.08	\$3,062.92	43.49%
131	Employer Paid Health	\$12,442.00	\$1,036.82	\$6,220.92	\$6,221.08	50.00%
132	Employer Paid Disability	\$531.00	\$48.06	\$288.36	\$242.64	54.31%
133	Employer Paid Dental	\$1,116.00	\$80.91	\$509.56	\$606.44	45.66%
134	Employer Paid Life	\$67.00	\$5.60	\$33.60	\$33.40	50.15%
136	Deferred Compensation	\$650.00	\$50.00	\$300.00	\$350.00	46.15%
151	Workers Comp Insurance	\$3,674.00	\$0.00	\$3,553.00	\$121.00	96.71%
152	Health Savings Account Contrib	\$6,000.00	\$1,500.00	\$4,500.00	\$1,500.00	75.00%
200	Office Supplies	\$250.00	\$154.99	\$507.03	-\$257.03	202.81%
208	Instruction Fees	\$2,000.00	\$0.00	\$1,350.00	\$650.00	67.50%
210	Operating Supplies	\$1,500.00	\$245.81	\$1,275.77	\$224.23	85.05%
212	Motor Fuels	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
213	Diesel Fuel	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
220	Repair/Maint Supply - Equip	\$7,000.00	\$644.56	\$1,992.35	\$5,007.65	28.46%
221	Repair/Maint Vehicles	\$1,500.00	\$0.00	\$51.53	\$1,448.47	3.44%
222	Tires	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$1,500.00	\$367.43	\$4,917.30	-\$3,417.30	327.82%
229	Oper/Maint - Lift Station	\$12,000.00	\$256.16	\$1,158.79	\$10,841.21	9.66%
230	Repair/Maint - Collection Syst	\$7,000.00	\$0.00	\$950.35	\$6,049.65	13.58%

OBJ	OBJ Descr	2015 Budget	JUNE 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
231	Chemicals	\$10,000.00	\$996.22	\$7,706.00	\$2,294.00	77.06%
258	Unif Bob/Ted/Terry	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
303	Engineering Fees	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
304	Legal Fees (Civil)	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
320	Communications	\$600.00	\$47.30	\$233.83	\$366.17	38.97%
321	Communications-Cellular	\$1,400.00	\$135.05	\$700.08	\$699.92	50.01%
322	Postage	\$800.00	\$0.00	\$355.24	\$444.76	44.41%
331	Travel Expenses	\$2,000.00	\$0.00	\$1,266.44	\$733.56	63.32%
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$200.00	\$0.00	\$119.00	\$81.00	59.50%
360	Insurance	\$7,500.00	\$0.00	\$7,845.51	-\$345.51	104.61%
381	Electric Utilities	\$26,000.00	\$1,821.52	\$12,759.03	\$13,240.97	49.07%
383	Gas Utilities	\$3,000.00	\$68.07	\$2,696.79	\$303.21	89.89%
384	Refuse/Garbage Disposal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
406	Lab Testing	\$10,000.00	\$820.80	\$4,632.13	\$5,367.87	46.32%
407	Sludge Disposal	\$12,000.00	\$12,325.00	\$12,325.00	-\$325.00	102.71%
420	Depreciation Expense	\$200,000.00	\$0.00	\$0.00	\$200,000.00	0.00%
430	Miscellaneous	\$100.00	\$0.00	\$55.00	\$45.00	55.00%
433	Dues and Subscriptions	\$300.00	\$0.00	\$273.00	\$27.00	91.00%
442	Safety Prog/Equipment	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
443	Sales Tax	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
450	Permits	\$200.00	\$0.00	\$1,450.00	-\$1,250.00	725.00%
452	Refund	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
500	Capital Outlay	\$72,302.00	\$475.69	\$7,017.97	\$65,284.03	9.71%
553	Capital Outlay - Sewer Filters	\$0.00	\$0.00	\$21,553.00	-\$21,553.00	0.00%
554	Capital Outlay - Ox Ditch Bldg	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
555	Capital Outlay - Sewer Biosol	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
556	Capital Outlay - Sewer Exten	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 Sewer		\$492,063.00	\$27,348.61	\$145,429.32	\$346,633.68	29.56%
FUND 601 SEWER OPERATING FUND		\$492,063.00	\$27,348.61	\$145,429.32	\$346,633.68	29.56%
FUND 651 SEWER RESTRICTED SINKING FUND						
DEPT 43200 Sewer						
220	Repair/Maint Supply - Equip	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 Sewer		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal						
600	Principal	\$170,000.00	\$0.00	\$170,000.00	\$0.00	100.00%
610	Interest	\$36,591.00	\$0.00	\$19,852.50	\$16,738.50	54.26%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$15,000.00	\$0.00	\$178.00	\$14,822.00	1.19%
DEPT 47007 2003 Series A Disposal		\$221,591.00	\$0.00	\$190,030.50	\$31,560.50	85.76%
DEPT 47008 2003 Series B Sewer						
452	Refund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47008 2003 Series B Sewer		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 651 SEWER RESTRICTED SINKING FUN		\$221,591.00	\$0.00	\$190,030.50	\$31,560.50	85.76%
FUND 652 WASTEWATER MGMT DISTRICT						

OBJ	OBJ Descr	2015 Budget	JUNE 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
DEPT 41910	Planning and Zoning					
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41910	Planning and Zoning	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 652	WASTEWATER MGMT DISTRICT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$4,090,252.00	\$257,916.34	\$2,430,427.29	\$1,659,824.71	59.42%

B. 4.

City of Crosslake
06/30/2015 Budget to Actual Analysis (Remove Debt Service, Capital Outlay and Operating Transfers)

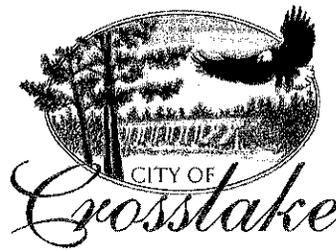
Description	2015 Budget	30-Jun	2015 YTD Amount	2015 YTD Balance	2015 %YTD Budget
Total Expense (From Month End Report For June 30, 2015)	\$ 4,090,252	\$ 257,916	\$ 2,430,427	\$ 1,659,825	59.42%
Adjustments:					
<u>Less: All DS Issues</u>					
(101-41400-600) Administration: Copier Lease	(1,890)	(129)	(774)	(1,116)	40.95%
(101-41910-600) Planning and Zoning: Copier Lease	(1,890)	(129)	(774)	(1,116)	40.95%
(101-42280-600) Fire Administration - Principal	(15,602)	0	(15,602)	0	100.00%
(101-42280-600) Fire Administration - Interest	(740)	0	(741)	1	100.08%
(101-42280-620) Fire Administration - Fiscal Agent Fees	(425)	0	0	(425)	0.00%
(101-45100-600) Parks and Rec.: Copier Lease	(1,250)	(104)	(627)	(623)	50.15%
(101-45500-600) Library: Copier Lease	(1,250)	(104)	(625)	(625)	49.99%
(101-47014-600) 2012 Series A - Principal	(175,000)	0	(175,000)	0	100.00%
(101-47014-610) 2012 Series A - Interest	(34,403)	0	(18,076)	(16,327)	52.54%
(101-47014-620) 2012 Series A - Fiscal Agent Fees	0	0	(183)	183	0.00%
(101-47015-615) Series 2015B Equip. Cert. Issuance Costs	0	0	(2,500)	2,500	0.00%
(301-47011-600) 2006 Series B - Principal	(150,000)	0	0	(150,000)	0.00%
(301-47011-610) 2006 Series B - Interest	(12,430)	0	(6,215)	(6,215)	50.00%
(301-47014-600) 2012 Series A - Principal	(130,000)	0	(130,000)	0	100.00%
(301-47014-610) 2012 Series A - Interest	(1,300)	0	(1,300)	0	100.00%
(301-47014-621) Fiscal Agent Fees	0	0	(134)	134	0.00%
(301-47013-440/621) Fiscal Agent Fees	(2,400)	0	(2,025)	(375)	0.00%
(651-47007-600) 2012 Series A Disposal - Prin.. (Reported on B/S)	(170,000)	0	(170,000)	0	0.00%
(651-47007-610) 2012 Series A Disposal -Interest	(36,590)	0	(19,852)	(16,738)	54.26%
(651-47007-620) 2012 Series A Disposal - Fiscal Agent Fees	(15,000)	0	(178)	(14,822)	1.19%
Total Debt Service	(750,170)	(466)	(544,606)	(205,564)	72.60%
<u>Less - All Capital Outlay Accounts:</u>					
(101-41400-600) Administration	(19,400)	(475)	(1,606)	(17,794)	8.28%
(101-41910-500) Planning and Zoning	(19,400)	(476)	(4,322)	(15,078)	22.28%
(101-41940-500) General Government Capital Outlay	(113,000)	0	0	(113,000)	0.00%
(101-42110-500) Police Administration Capital Outlay	(6,500)	(3,383)	(3,383)	(3,117)	52.04%
(101-42110-550) Police Administration Capital Outlay - Vehicles	(45,000)	(34,638)	(38,896)	(6,104)	86.44%
(101-42280-500) Fire Administration - Capital Outlay	(46,902)	(3,997)	(14,040)	(32,862)	29.94%
(101-42280-550) Fire Administration - Capital Outlay - Vehicles	0	(1,676)	(251,676)	251,676	0.00%
(101-43000-500) Public Works - Capital Outlay	(141,668)	(14,038)	(272,584)	130,916	192.41%
(101-43100-500) Cemetery - Capital Outlay	(1,000)	(102)	(984)	(16)	98.40%
(101-45100-500) Parks and Recreation - Capital Outlay	(69,250)	(993)	(27,271)	(41,979)	39.38%
(101-45500-500) Library	(500)	0	(1,880)	1,380	0.00%
(601-43200-500) Sewer - Capital Outlay	(72,302)	(476)	(28,571)	(43,731)	39.52%
Total Capital Outlay	(534,922)	(60,254)	(645,213)	110,291	120.62%
<u>Less: Operating Transfers Between Funds:</u>					
N/A	0	0	0	0	0%
N/A	0	0	0	0	0%
Total Operating Transfers Between Funds	0	0	0	0	0%
<u>Less: Depreciation/Amortization</u>					
(601) Depreciation	(200,000)	0	0	(200,000)	0.00%
Adjusted Expenditures	\$ 2,605,160	\$ 197,196	\$ 1,240,608	\$ 1,364,552	47.62%
Linear Assumption (6 Month/12 Months) = 50.00%					
	50.00%	\$ 2,045,126			-2.38%

City of Crosslake
Pledged Collateral
June 30, 2015

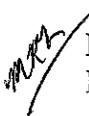
Depository	Percent of Total Bank Balance	Bank Balance	Less: Insurance FDIC/NCUA	Deposits Requiring Collateral	Amount of Collateral Required (110% of Deposits Requiring Collateral)	Market Value of Collateral Provided	Sufficient (Insufficient) Collateral Coverage	Collateral Description	Expiration Date
Riverwood Bank	8.7%	\$ 199,721	\$ 250,000	\$ 0	\$ 0	\$ 0	0		
First National Bank	13.8%	\$ 318,965	\$ 250,000	\$ 68,965	\$ 75,861	\$ 200,000	\$ 124,139	Letter of Credit #2552-16	11/14/2016
BlackRidge Bank	33.6%	\$ 773,959	\$ 250,000	\$ 523,292	\$ 575,621	\$ 1,000,000	\$ 424,379	Letter of Credit 4072-161	2/27/2016
Frandsen Bank and Trust	43.9%	\$ 1,011,399	\$ 250,000	\$ 761,399	\$ 837,539	\$ 1,607,139	\$ 1,704,880	3128MDTJ2; 36179NRP GNMA	08/01/2028; 10/20/2043
Totals	100.0%	\$ 2,304,044		\$ 1,353,656	\$ 1,489,021	\$ 2,807,139	\$ 2,253,397		

FB
5

City Hall: 218-692-2688
Planning & Zoning: 218-692-2689
Fax: 218-692-2687



B.6.
37028 County Road 66
Crosslake, Minnesota 56442
www.cityofcrosslake.org

MEMO TO: City Council
FROM:  Michael R. Lyonais
Finance Director/Treasurer
DATE: July 6, 2015
SUBJECT: Tax Increment Financing Reimbursement

I am requesting approval to reimburse 90% of the incremental tax revenue received from the Assisted Living Facility TIF District 1-9, Midwest Properties, for the first half tax payment paid the City in July 2015 from Crow Wing County. The amount received, the amount being retained for administrative costs and the amount to be released is listed below.

<u>Developer</u>	<u>City Taxes Paid</u>	<u>10% Administrative Fee</u>	<u>Amount Due Developer</u>
Assisted Living	\$ 6,421.38	\$ 642.14	\$ 5,779.24

A motion is required to release this payment subject to receipt of compliance certificate.
(Council Action – Motion)

B. 7.

06/25/2015 9:02:00 am

Crosslake Communications Balance Sheet

For The Five Months Ending May 31, 2015

	<u>YTD Amount</u>
ASSETS	
Current Assets	
Cash in Checking and Savings Accounts	446,023.68
Temporary Cash Investments	862,473.04
Restricted Cash Investments	667,706.53
Due From Customers	8,106.44
Other Accounts Receivable	83,750.43
Interest Receivable	3,420.25
Material - Regulated	87,006.40
Materials - Deregulated	10,705.79
Prepayments and Other	77,771.58
Total Current Assets	<u>2,246,964.14</u>
Noncurrent Assets	
Other Investments	54,022.21
Nonreg Plant and Equipment	281,608.66
Deferred Charges	83,050.49
Total Noncurrent Assets	<u>418,681.36</u>
Plant, Property and Equipment - Telephone	
Telecommunications Plant in Service	12,335,494.14
Plant Under Construction	146,198.11
Less Accumulated Depreciation - Telephone	<u>(7,572,379.94)</u>
Net Plant - Telephone	<u>4,909,312.31</u>
Plant, Property and Equipment - Cable	
Cable Plant in Service	2,801,778.97
Less Accumulated Depreciation - Cable	<u>(2,518,151.66)</u>
Net Plant - Cable	<u>283,627.31</u>
Total Assets	<u><u>\$ 7,858,585.12</u></u>
LIABILITIES	
Current Liabilities	
Accounts Payable	142,984.57
Advance Billings and Prepayment	4,275.61
Customer Deposits	59,994.61
Accrued Interest	(20,015.64)
Other Current Liabilities	46,883.40
Total Current Liabilities	<u>234,122.55</u>
Long-Term Debt	
2006 Utility Revenue Bond	2,485,000.00
Total Long-Term Debt	<u>2,485,000.00</u>
Other Liabilities and Deferred Credits	
Other Long-Term Liabilities	120,597.00
Other Deferred Credits	0.00
Total Other Liabilities and Credits	<u>120,597.00</u>
EQUITY	
Income Balance	(81,699.62)
Fund Equity	5,100,565.19
Total Equity	<u>5,018,865.57</u>
Total Liabilities and Equity	<u><u>\$ 7,858,585.12</u></u>

Crosslake Communications Income Statement

For The Five Months Ending May 31, 2015

	<u>PTD Amount</u>	<u>LYPTD Amount</u>	<u>YTD Amount</u>	<u>LYTD Amount</u>
Revenues				
Local Network Service	35,733.34	38,081.77	168,009.27	177,696.22
Network Access Service Revenue	69,005.52	69,359.46	343,989.52	347,341.93
Directory and Other Misc. Reg Revenue	2,307.48	4,141.47	19,873.20	20,387.53
Internet, Computer Sales	82,170.43	82,678.94	348,867.83	331,969.31
Uncollectible Revenue	0.00	0.00	(77.82)	(10.50)
Cable Revenue	116,691.47	110,808.68	411,364.10	404,181.98
Tower, Rent and Ad Revenue	6,754.24	13,489.63	58,216.35	59,548.76
Other Sales, Lease and Install Revenue	13,932.55	12,375.92	56,779.84	63,039.64
Total Operating Revenue	326,595.03	330,935.87	1,407,022.29	1,404,154.87
Operating Expenses				
Plant Specific Operations Expense	35,886.15	37,254.84	164,141.17	178,898.47
Plant Nonspecific Operations Expense	27,578.66	27,010.76	126,905.30	145,508.05
Depreciation Expense	69,475.68	66,598.73	341,550.74	319,007.58
Customer Operations Expense	25,022.31	27,070.87	128,604.10	130,794.91
Corporate Operations Expense	25,492.38	27,106.65	164,931.62	173,383.79
Internet, Computer Sales Expense	28,336.88	28,819.82	119,003.51	131,851.21
Other Non Reg Expenses	2,069.62	1,428.91	6,057.67	6,218.80
Signal Purchases	73,069.01	64,644.92	291,373.98	254,587.51
Operating Transfers to City	24,064.56	23,141.32	120,299.02	115,705.74
Total Operating Expenses	310,995.25	303,076.82	1,462,867.11	1,455,956.06
Total Operating Income (Loss)	15,599.78	27,859.05	(55,844.82)	(51,801.19)
Total Operating Ratio	95.22 %	91.58 %	103.97 %	103.69 %
Other Income (Expense)				
Investment Income	1,401.39	1,609.81	11,624.71	7,957.57
Revenue Bond/Co Bank Interest	(4,475.91)	(11,700.83)	(31,802.56)	(58,504.15)
Amortize Debt Expense	(1,321.16)	(781.70)	(6,066.34)	(3,908.50)
Gain/(Loss) on Investments	0.00	0.00	390.92	0.00
Miscellaneous	(0.67)	(0.64)	(1.53)	0.62
Total Other Income (Expense)	(4,396.35)	(10,873.36)	(25,854.80)	(54,454.46)
Total Net Income (Loss)	11,203.43	16,985.69	(81,699.62)	(106,255.65)

Crosslake Communications

Detail of Reserve Balances

5/31/2015

Restricted and Designated Investments	
Revenue Bond Reserve	\$248,500.00
Bond Payment Account	\$599.04
Cable Operations & Maintenance Reserve	\$32,911.69
Debt Service Revenue Bond	232,550.22
New Central Office Reserve (Switch)	0.00
Heavy Equipment Reserve	60,666.76
Vehicle Reserve	17,955.02
Building Maintenance Reserve	0.00
New Technology Reserve	59,551.73
Total Restricted and Designated Investments	\$652,734.46
Unrestricted Investments	877,445.11
Total Investments	\$1,530,179.57
Unposted Market Value Allow	\$7,039.74
Wells Fargo	1,265,037.26
Riverwood Bank	199,721.45
4M Fund	72,460.60
Total Per Statements	1,537,219.31

CROSSLAKE COMMUNICATIONS
Accounts Payable
Check Register
05/01/2015 To 05/31/2015

Bank Account: GENERAL ACCOUNT

Check No.	Date	Vendor Name	Reference	Amount
1897	05/01/2015	FRANSEN BANK AND TRUST	MAR/APR VISA ACTIVITY	826.04
1908	05/08/2015	INTERNAL REVENUE SERVICE	FEDERAL, FICA, MEDICARE	4,755.21
1909	05/08/2015	PERA	PERA EE & ER	2,972.40
1910	05/08/2015	MINNESOTA DEPT OF REVENUE	MINNESOTA WITHHOLDING	763.70
1911	05/08/2015	ING-DEFERRED COMP	DEFERRED COMP.	1,805.00
1912	05/11/2015	CITY OF CROSSLAKE (SEWER)	APRIL SEWER	37.00
1913	05/29/2015	INTERNAL REVENUE SERVICE	MAY EXCISE TAX	1,305.15
1924	05/22/2015	INTERNAL REVENUE SERVICE	FEDERAL, FICA, MEDICARE	5,604.58
1925	05/22/2015	PERA	PERA EE & ER	2,978.83
1926	05/22/2015	MINNESOTA DEPT OF REVENUE	MINNESOTA WITHHOLDING	927.30
1927	05/22/2015	ING-DEFERRED COMP	DEFERRED COMP.	1,805.00
1928	05/26/2015	CROW WING POWER	APRIL ELECTRIC SERVICE	4,461.00
1929	05/29/2015	MINNESOTA DEPT OF REVENUE	SALES & USE TAX	13,089.00
31105	05/11/2015	PAUL BUNYAN COMMUNICATIONS	MAY LOCAL CHANNEL TRANSPORT	800.00
31106	05/11/2015	BRAINERD DAILY DISPATCH	SPRING SPORTS AD	49.00
31107	05/11/2015	LAKES PRINTING	200 PADS OF NOTE PAPER	245.39
31108	05/11/2015	RONALD J. SCHMIDT	REIMB FOR DIFFERENCE IN LICENS. A VS D	19.00
31109	05/11/2015	REEDS MARKET	FRUIT, DONUTS, ETC FOR MEETING	117.00
31110	05/11/2015	CROSSLAKE ROLLOFF	MAR/APR DIRECTORY RECYCLE	110.00
31111	05/11/2015	GOPHER STATE ONE CALL	LOCATES	181.25
31112	05/11/2015	ONVOY VOICE SERVICES	6264 PROG, SS7, OPR SERV, LAKES LD, ANSW SERV	8,470.72
31113	05/11/2015	OLSEN THIELEN CO LTD	499A, 499Q, 2014 MN PUC, CAF/ICC TRUEUP	5,790.00
31114	05/11/2015	UNITED PARCEL SERVICE	WEEKLY SERVICE & MISC SHIPPING	114.80
31115	05/11/2015	CROSSLAKE COMMUNICATIONS	PHONE SERVICE, COMM CTR VOICE MAIL	956.57
31116	05/11/2015	CITY OF CROSSLAKE	LEGAL NOTICE-FINANCIAL REPORT, OPR TRANSF	23,119.00
31117	05/11/2015	CONSOLIDATED TELEPHONE	APRIL MGMT FEE AND MISC SERVICES	18,937.98
31118	05/11/2015	CITY LITES INC	LOCATES	2,981.65
31119	05/11/2015	XCEL ENERGY	METER CHARGES SUNRISE & 16	275.19
31120	05/11/2015	AMERIPRIDE LINEN & APPAREL	RUG & TOWEL SERVICE	127.95
31121	05/11/2015	WILLIAM GORDON	CAFE PLAN REIMBURSE - BAL 293.96	312.50
31122	05/11/2015	MINNESOTA 9-1-1 PROGRAM	911, TAP, TAM	1,425.50
31123	05/11/2015	NATIONAL CABLE TELEVISION COOP	2621' .750 CABLE, MULTI CHANNEL FILTERS	3,433.01
31124	05/11/2015	CENTRAL TRANSPORT GROUP LLC	4 EA DSI'S	2,332.32
31125	05/11/2015	PURCHASE POWER	POSTAGE	500.00
31126	05/11/2015	PINNACLE	TELEPHONE DIRECTORY-9	1,123.61
31127	05/11/2015	ROVI GUIDES	AFFILIATE PAYMENT	825.87
31128	05/11/2015	SHOWTIME NETWORKS INC	AFFILIATE PAYMENT	339.76
31129	05/11/2015	FOX SPORTS NET NORTH	AFFILIATE PAYMENT	9,572.50
31130	05/11/2015	TOWER DISTRIBUTION COMPANY	AFFILIATE PAYMENT	306.51
31131	05/11/2015	MIKES ELEC OF CROSSLAKE LLC.	REPLACE POWER FEED	80.00
31132	05/11/2015	AT&T - DALLAS TX	PARS MAY 2015 BAN 1499	98.89
31133	05/11/2015	7SIGMA SYSTEMS INC	APRIL CONSULTING	4,000.00
31134	05/11/2015	CORNERSTONE PUBL GROUP INC.	MAY NEWSLETTER	3,821.19
31135	05/11/2015	CROSSLAKE ACE	BATTERIES, PIPE CUTTER JACK ON TRAILER	119.63
31136	05/11/2015	NATIONAL CABLE TEL COOP INC	AFFILIATE PAYMENT	34,391.61
31137	05/11/2015	KARE GANNETT CO., INC	AFFILIATE PAYMENT	2,117.30
31138	05/11/2015	WASTE PARTNERS INC.	APRIL TRASH REMOVAL	78.00
31139	05/11/2015	NORTHLAND PRESS	SPRING HOME IMPROVEMENT AD	165.00
31140	05/11/2015	CHARTER BUSINESS	MAY INTERNET FEED	3,000.00
31141	05/11/2015	HUBBARD BROADCASTING, INC.	AFFILIATE PAYMENT	2,068.50
31142	05/11/2015	4M FUND F.B.O. 35373-101	FUND DEBT SERVICE RESERVE	20,882.00

31143	05/11/2015	ONLINE INFORMATION SERVICES	14 EXCHANGE REPORTS	67.80
31144	05/11/2015	ONLINE COLLECTIONS	COLLECTION COMMISSION	118.27
31145	05/11/2015	BIG 10	AFFILIATE PAYMENT	2,347.23
31146	05/11/2015	COOPERATIVE NETWORK SERV LLC	MAR LOCAL CHANNEL TRANSPORT	500.00
31147	05/11/2015	VERIZON WIRELESS	CELL PHONES	190.65
31148	05/11/2015	AQUARIUS WATER CONDITIONING INC.	MAY SOFTENER RENTAL	89.78
31149	05/11/2015	FOX TELEVISION STATIONS, INC.	AFFILIATE PAYMENT	2,390.50
31150	05/11/2015	CBS TELEVISION STATIONS	AFFILIATE PAYMENT	2,117.30
31151	05/11/2015	RED ROCK RADIO WWVI	LOCAL SPORTS AD	150.00
31152	05/11/2015	OPTIMUM CLEANING LLC	STRIP & WAX FLOORS	828.28
31153	05/11/2015	CANON FINANCIAL SERVICES, INC.	COPIER LEASE 2 OF 60 4/22-5/22	158.93
31154	05/11/2015	WHITEFISH PROPERTIES, LLC	ROOM RENTAL, COFFEE & WATER FOR MEETING	150.00
31155	05/11/2015	PINE GROVE ZOO	CREDIT REFUND	120.00
31156	05/11/2015	MCQUOIDS INN	CREDIT REFUND	20.00
31157	05/11/2015	TOM DIAMOND	CREDIT REFUND	34.75
31158	05/11/2015	DAVID ANSON	CREDIT REFUND	12.61
31159	05/11/2015	BILL BARBER	CREDIT REFUND	20.03
31160	05/11/2015	GERRY BOE	CREDIT REFUND	20.51
31161	05/11/2015	JOHN CARTALUCCA	CREDIT REFUND	81.82
31162	05/11/2015	DON MEZZENGA	CREDIT REFUND	76.90
31163	05/11/2015	CRAIG HOLLAND	CREDIT REFUND	100.00
31164	05/11/2015	BRANDI GUSTAFSON	CREDIT REFUND	49.81
31165	05/11/2015	AVID COMMUNICATION CONST. INC	CONTRACT PLOWS	15,298.94
31166	05/22/2015	IBEW LOCAL UNION 949	UNION DUES	478.83
31167	05/26/2015	NATIONAL FARMERS UNION	COMM'L POLICY 6/2015-6/2016	22,747.00
31168	05/26/2015	CONSOLIDATED TELEPHONE	INTERNET 150M SERVICE	900.00
31169	05/26/2015	CITI LITES INC	LOCATES	3,941.75
31170	05/26/2015	THE OFFICE SHOP INC.	TOILET TISSUE, RIBBON, STAPLES, SHARPIES	123.11
31171	05/26/2015	NATIONAL CABLE TELEVISION COOP	6000' 1" CONDUIT, 10 EA DCX700	3,229.33
31172	05/26/2015	CROW WING COUNTY SHERIFFS OFC	2015 ALARM RENEWAL	20.00
31173	05/26/2015	NEUSTAR INC.	SOW & LNP CHARGES	191.13
31174	05/26/2015	MINNESOTA LIFE INSURANCE CO	JUNE LIFE PREMIUM	99.20
31175	05/26/2015	AVID COMMUNICATION CONST. INC	CONTRACT PLOWS	1,670.60
31176	05/26/2015	D F COUNTRYMAN CO INC	10,080' 72 FIBER	6,821.83
31177	05/26/2015	POP MEDIA NETWORKS, LLC	AFFILIATE PAYMENT	593.97
31178	05/26/2015	VANTAGE POINT	APRIL TTP SERVICE	210.00
31179	05/26/2015	JOHNSON KILLEN & SEILER PA	RE: COMPANY POSITIONS	585.00
31180	05/26/2015	CROW WING COUNTY HIGHWAY DEPT.	APRIL UNLEAD & DIESEL FUEL	542.80
31181	05/26/2015	CINNAMON MUELLER	RE: FOX AGREEMENTS	141.00
31182	05/26/2015	CHERI E. AYD	MAY OFFICE CLEANING	748.13
31183	05/26/2015	HUBBARD BROADCASTING, INC.	AFFILIATE PAYMENT	2,712.50
31184	05/26/2015	COOPERATIVE NETWORK SERV LLC	ENGINEERING & CONSULTING FOR PLANNING	4,500.00
31185	05/26/2015	NTCA GROUP HEALTH PLAN	JUNE HEALTH, DENTAL & LIFE	12,357.16
31186	05/26/2015	NISC	APRIL LICENSE FEES & TRAINING	6,952.51
31187	05/26/2015	METRO SALES, INC.	TAX ON INVOICE 220247	39.01
31188	05/26/2015	INTELLIWEATHER, INC	MAY WEATHER FEED	349.00
31189	05/26/2015	DARLENE BEUCH	CREDIT REFUND	23.16
		Total for General Account :		<u>\$289,540.54</u>
1244	05/29/2015	US BANK TRUST N.A.	INTEREST DUE ON BOND	15,571.11
		Total for Investment Account :		<u>\$15,571.11</u>
		Grand Total :		<u>\$305,111.65</u>

CROSSLAKE COMMUNICATIONS

Regular Meeting, June 30, 2015

The Regular Meeting of the Crosslake Communications Advisory Board was called to order by Chair Mike Winkels at 8:00 am. Members present: Mike Winkels, Ann Schrupp, Doug Benzer, Dave Fischer, and Jim Talbott. Members absent Mike Myogeto and Steve Kollman and Liaison Brad Nelson. Also present were General Manager Kevin Larson, Local Manager Debby Floerchinger, Accountant Cyndi Perkins, Mayor Steve Roe, Councilmember Mark Wessels, City Finance Director Mike Lyonais and Helen Fraser.

Actions Taken:

- 1) The Crosslake Communications Advisory Board recommends to the City Council that the City Transfer be eliminated beginning in 2016.**
- 2) The Crosslake Communications Advisory Board recommends to the City Council that we conduct another joint meeting between the Advisory Board and City Council as soon as possible.**

The Minutes of the May 26, 2015 meeting were reviewed. It was noted in those minutes that the recommendation to the city council that Dave Fischer be approved to fill Dennis Leaser's position was in error since Dennis Leaser was an alternate therefore Dave Fischer is an alternate. Ann Schrupp moved to approve the Minutes of the May 26, 2015 meeting as corrected. Second by Jim Talbott. All in favor, motion carried.

Kevin Larson welcomed Doug Benzer on the Advisory Board as a new alternate member.

Cyndi Perkins reported that the May 2015 Financial Statements were status quo and there was nothing unusual to report. Dave Fischer moved to approve the May 2015 Financial Statements. Second by Ann Schrupp. All in favor, motion carried.

The May 2015 Check Disbursements were also reviewed. Ann Schrupp moved to approve the May 2015 Check Disbursements. Second by Mike Winkels. All in favor, motion carried.

1) Operations Report.

- Debby reported on the progress on County Road 36, the various troubles over the past three weeks, updated the Board on the E-7 Conversion, and reviewed staff training on the OTDR.
- The Temporary Receptionist is doing a great job and will be assisting through August.
- We continue preparations for our annual Open House which will have a picnic theme with hot dogs, baked beans, and watermelon. There will be games for kids to try to bring more families in.
- We have updated our logo and added a tag line "The Next Wave"

- We continue experiencing great take rates on our new packages. Several of the existing customers have added services.
 - Kevin and Debby provided an orientation meeting for newly appointed Advisory Board Alternate, Doug Benzer last week.
 - Debby reviewed company goals for 2015 and the progress made to date.
- 2) Crosslake Communications Strategic Planning Update. Tom Farm and Pat Powers joined the meeting via Skype. Tom's report covered Crosslake's current USF support payments and various models for future support that are currently being negotiated at the FCC. We are a member of the NTCA which along with other industry organizations (WTA, USTA, IPTA), are working to represent the small carriers with the FCC. Crosslake currently receives \$215,000 annually to help support our infrastructure and over the years that number has been much higher and continues to decline. Crosslake receives support to replace some of the access charge reductions which are currently being reduced at the rate of 5% a year. The existing "legacy" type of support was originally created to support voice services. The FCC along with the NTCA are attempting to find a process to eliminate support for voice service and move to a broadband support mechanism. There have been several models discussed and negotiated but no final solution has been agreed upon at this time. The FCC Chairman has stated that he wants a solution by the end of the calendar year. The models that have been discussed up to this point are not beneficial to Crosslake Communications at this time. Between now and the end of the year we are going to see more proposals and more confusion. Regardless of what we do, what plans we come up with, there is not going to be any new money available. The entire small company industry is going to work within the budget of \$1.7 billion dollars. Tom agreed with Kevin that it's too early for us to sit down with our engineering firm and Olsen Thielen and develop a pro forma for a rebuild plan consisting of investing \$7-8 million dollars. Tom explained that in the future Crosslake Communications will need to prepare for a continual decline in support payments.
- City Fee. Kevin stated that the Advisory Board asked Staff at their last meeting to work with city staff to determine the effects of eliminating the current City Fee. City Finance Director Mike Lyonais provided a presentation showing the effects of the city tax rate and levy between different valued properties in both residential and commercial properties. He used the pay 2015 levy that the City is collecting right now for this presentation. Mike provided charts for the different valued properties showing that a residential property valued at \$250,000 the tax would increase approximately \$55, a \$500,000 property would increase \$116 and at \$1 million property about \$262. On commercial property valued at \$250,000 the tax would increase \$100, \$500,000 at \$215 and the \$1 million at \$447. The City currently receives about \$276,000 in cash from Crosslake Communications. Mike Winkels stated that the city has gone through a period of time with no tax increases. He also stated that there are some residents who feel that the city should not own a telephone company. If we want to keep moving forward putting modems in and improving service, we need to cut the city fee starting in 2016. Steve Roe said that if we cut \$280,000 out of the revenue stream, the city will need to increase taxes. He

suggested that we consider a phase out for 2016. The money will not reduce rates but would be used to continue upgrades to the infrastructure and replace existing obsolete equipment on the current fiber plant. We still have 45% of our customers that are not served with fiber optics. The communications business has a high demand for capital dollars. We are providing a service to the city and what is the intangible value of that service. Kevin stated that our revenues will continue to decline therefore we need to control costs and find ways to increase our efficiencies in delivering these services. Dave Fischer moved to recommend to the City Council that the transfer to the city be eliminated starting with the 2016 budget. Second by Jim Talbott. All in favor, motion carried.

- Potential Expansion of Partnership. Kevin also stated that the Advisory Board last month asked him to explore an expanded partnership. Kevin asked his board of directors once again if they are still willing, with the knowledge that they have of this operation, to continue to give Kevin the authority to work with the Advisory Board and the City Council in researching possible expansion of this partnership and they support that process keeping fully in mind that there are no defined ideas at this point in time. Kevin feels that the City Council and the Advisory Board needs to have another joint meeting as soon as possible. Kevin shared that in his opinion, Crosslake Communications will struggle in the future under their current structure following the information provided this morning by Olsen & Thielen. Dave Fischer moved to recommend to the City Council that we have another joint meeting between the Advisory Board and the City Council as soon as possible. Second by Mike Winkels. All in favor, motion carried.

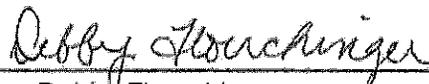
PERSONNEL

- 1) Employee Resignation. Kevin reported that approximately a week ago an employee resigned. An exit interview was performed by CTC's HR Manager and Debby. The employee shared that his reason for resigning was "it was time for him to make a change in his life". We will be evaluating the work load and will not replace this position until we are sure there is enough work to warrant it.

The next meeting is scheduled for Tuesday, July 28, 2015 at 8:00 am at Crosslake Communications.

Mike Winkels moved to adjourn the meeting at 9:50 am.

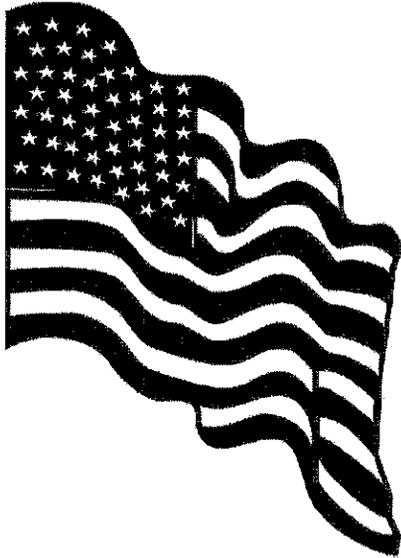
Cc: Steve Kollmann
Mike Myogeto
Ann Schrupp
Jim Talbott
Mike Winkels
Dave Fischer
Steve Roe, Mayor



Debby Floerchinger

Gary Heacox
Brad Nelson
Dave Schrupp
Mark Wessels

B.10.



CROSSLAKE POLICE DEPARTMENT

MONTHLY REPORT

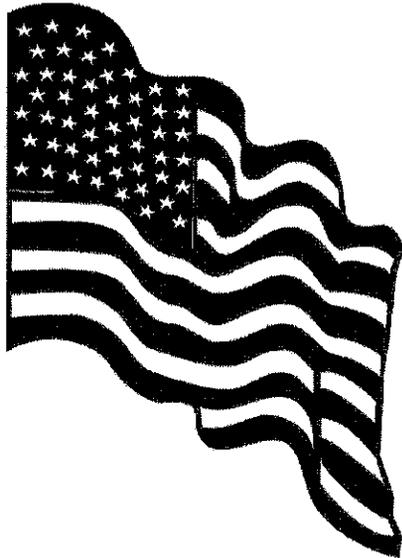
June
2015

**Crosslake Police Department
Monthly Report
June 2015**

911 Hangup	2
Agency Assist	24
Alarm	22
Animal Complaint	15
ATV	1
Burning Complaint	1
Civil Problem	2
Damage To Property	3
Disturbance	2
Driving Complaint	7
Ems	27
Escort	1
Fireworks	2
Found Property	1
Fraud	1
Garbage Dumping	2
Gas Leak	1
Gun Permits	5
Information	4
Intoxicated Person	5
Lost Property	2
Motorist Assist	2
Noise Complaint	2
Other	3
Parking Complaint	2
Personal In Accident	5
Property Damage Acc	5
Public Assist	3
Suspicious Activity	2
Suspicious Vehicle	1
Theft	2

Tobacco Violation	1
Traffic	1
Traffic Arrest	1
Traffic Citations	13
Traffic Warnings	112
Trespass	2
Warrant Service Atmpt	1
Welfare Check	6
Total	294

B. 11.



CROSSLAKE POLICE DEPARTMENT

MISSION MONTHLY REPORT

June
2015

**Crosslake Police Department
Mission Monthly Report
June 2015**

911 Hangup	1
Agency Assist	2
Alarm	2
Driving Complaint	1
Ems	3
Shooting Complaint	1
Traffic Citations	7
Traffic Warnings	25
Total	42

B.12.

Crosslake Fire Department

Calls

Date: June 2015

Description of Incident	Calls	YTD
3 - Rescue & Emergency Medical Services		
311 - Medical Assist - Assist EMS Crew	27	106
300 - Rescue, EMS Incident		1
322 - Motor Vehicle Accident with Injuries	3	4
324 - Motor Vehicle Accident with No Injuries		
340 - Search for Lost Person		
342 - Search for Lost Person in Water		
362 - Ice Rescue		
326 - Snowmobile Accident With Injuries		
Total Medical:	30	111
1 - Fire		
111 - Building Fire		1
111 - Building Fire (Mutual Aid)		3
114 - Chimney Fire		
143 - Grass Fire/Wildland Fire	1	5
131 - Automobile Fire		1
Total Fire:	1	10
4 - Hazardous Condition (No Fire)		
412 - Gas Leak (Natural Gas or LPG)	1	4
424 - Carbon Monoxide Alarm		
444 - Power Line Down/Trees on Road		1
Total Hazardous Condition:	1	5
6 - Good Intent Call		
611 - Dispatched and Cancelled en route	1	7
609 - Smoke scare, Odor of smoke		1
Total Good Intent:	1	8
7 - False Alarm & False Call		
743 - Smoke Detector Activation - No Fire	1	10
733 - Smoke Detector Activation due to Malfunction		
746 - Carbon Monoxide Detector Activation - No CO		1
731 - Sprinkler Activation due to Malfunction		
Total False Alarms:	1	11

Total Incidents:	34	145
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**NORTH AMBULANCE
CROSSLAKE**

JUNE 2015 RUN REPORT

TOTAL CALLOUTS: 77

NIGHT: 30 DAY: 47

No Loads:	16
Cancels:	08
Fire Standbys:	00
Police Standbys:	00
Transported Patients:	00

CROSSLAKE:	45 (7 No Load, 2 Cancel)
BREEZY POINT:	13 (5 No Load, 1 Cancel)
IDEAL:	00
MISSION:	00
FIFTY LAKES:	06 (3 No Load, 1 Cancel)
MANHATTAN BEACH:	01
CENTER:	00
TIMOTHY:	00

MUTUAL AID TO:

PINE RIVER:	07 (1 No Load, 2 Cancel)
BRAINERD:	03 (2 Cancel)

BLS TRANSFERS:	00
ALS TRANSFERS:	02

ALS INTERCEPTS (ADVANCED LIFE SUPPORT):

BRAINERD:	00
PINE RIVER:	00
AIRCARE:	01



STATED MINUTES

City of Crosslake
Planning Commission/Board of Adjustment

May 22, 2015
9:00 A.M.

Crosslake City Hall
37028 County Road 66
Crosslake, MN 56442

1. Present: Aaron Herzog, Chair; Dave Nevin, Vice-Chair; Joel Knippel; Mark Lafon; Matt Kuker and Council Member Gary Heacox
2. Absent: None
3. Staff: Chris Pence, Crow Wing County Land Services Supervisor; Jon Kolstad, Crosslake Land Services Specialist; Susan Maske, Planning Assistant and Cheryl Stuckmayer, Technical/Administration Specialist
4. 4-24-15 Minutes & Findings – **Motion by Nevin; supported by Lafon to approve the minutes & findings as written. All members voting “Aye”, Motion carried.**
5. Old Business
 - 5.1 None
6. New Business
 - 6.1 Carl Steenberg – Variance for lot size
 - 6.2 Carl Steenberg – Subdivision of property
 - 6.3 Don Bordsen – Variance for temporary structures
 - 6.4 Bill & Kristy McClellan – After the Fact Variance for dirt moving in bluff impact zone
 - 6.5 Bill & Kristy McClellan – Variance for deck setback to bluff
7. Adjournment

May 22, 2015 Planning & Zoning Commission Meeting

**Carl Steenberg
120293400C00009**

Kolstad read the request and the two emailed comments into the record. Carl Steenberg stated his purchase date of August 13, 2013 with the ordinance at that time allowing a subdivision of 40,000 square feet per parcel at time of purchase. Wessels, City Council member, stated the ordinance revisions made in March 2014 limited Carl's options. At the time of the ordinance revision process a discussion was held to make a determination on an individual bases.

May 22, 2015 Action:

Motion by Kuker; supported by Knippel to approve the variance as submitted for:

- 1. Lot size 1.6 acres where 5 acres is required in Rural Residential 5**

To Subdivide:

- 1. Three tracts from parcel #120293400C00009 involving 5.05 acres**

Per the findings of fact as discussed, the on-site conducted on May 21, 2015 and as shown on the certificate of survey received at the Planning & Zoning office dated March 25, 2015 located on County Road 103 and Happy Landing Road, Part of the SE ¼ of the SW ¼, Section 29, City of Crosslake

Findings: See attached

All members voting "Aye", Motion carried.

May 22, 2015 Planning & Zoning Commission Meeting

**Carl Steenberg
120293400C00009**

Kolstad read the request into the record and stated the applicant was applying to subdivide 5.05 acre parcel into three lots and that the park dedication fee would be monetary. A variance was approved by the Planning Commission/Board of Adjustment earlier in the meeting to allow 1.6 acre lots instead of the required 5 acre lots. Carl Steenberg had no comment. Pence, Land Service Supervisor stated the wetland delineation showed none existing; a septic system site suitability was completed and two septic sites were noted; Dave Reese's recommendation of (1.) 33' road & utility easement, (2.) soil determination, (3.) Archaeology concerns – historical cultural issues cleared.

May 22, 2015 Action:

Motion by Lafon; supported by Knippel to approve a recommendation to the City Council to:

- 1. Subdivide parcel #120293400C00009 involving 5.05 acres into 3 tracts**

Per the findings of fact as discussed, the on-site conducted on May 21, 2015 and as shown on the certificate of survey received at the Planning & Zoning office dated March 25, 2015 located on County Road 103 and Happy Landing Road, Part of the SE ¼ of the SW ¼, Section 29, City of Crosslake

Conditions:

- 1. Park dedication fee submitted to Planning & Zoning office prior to City Council meeting on June 8, 2015**
- 2. 33' road ingress/egress & utility easement be shown on final plat**

Findings: See attached

All members voting "Aye", Motion carried.

Don Bordsen
120292403E00009

Lafon recused himself from this application due to a conflict of interest and sat in the audience. Person, city attorney read the request into the record. Person explained that the gatherings have been occurring for the many years in which the Bordsens have owned the parcel. There has been past enforcement attempts by the city to get the applicants to comply with the current ordinance. There has been no change in their actions. The City Council has directed Person to start a lawsuit which is currently in process with mediation settlement to proceed with the variance process. A closed city council meeting was held with a unanimous recommendation to deny approval; site not suitable. Herzog invited Les Bordsen, son of the property owner, to speak on behalf of the applicant. Bordsen stated the 1969 original one bedroom resort cabin has not had any structure additions and has only been maintained. For approximately 30 years, a travel trailer has been located behind the cabin and is hooked up to the septic system. Family gatherings occur on July 4th lasting around 4-5 days with 15-25 people. Tents, campers and port-a-potty are setup once a year. Request is asking for an additional 7-8 temporary structures twice a year due to a few past years where gatherings have happened twice a year. No complaints of disturbances or of noise from any of the neighborhood residents except Mark Lafon, adjacent property to the east, involving the amount of campers. The complaints started after one of the nephews unintentionally mowed approximately 10' of Mark Lafon's property. An apology was given to Mark Lafon. Herzog opened the public hearing. Mark Lafon, sharing boundary line to the east, presented the board members a findings of fact to be read into the record for the denial of the Bordsen application. He stated he has been here since 1965 and has been a full time resident for 5-6 years. He has 50 years invested in the home and would like to enjoy a quiet July 4th. Also, stated that mowing the 40' x 20' shoreland restoration regrowth developed by his father has left a scar in the wetland area which has altered the original vegetation. Herzog inquired if there were any other individuals that would like to step up. Les Bordsen returned to add the remark that the water quality would not change if temporary structures were not allowed. The gathering would still pursue in the same manner without the temporary structures. The tents and campers do not impact the water quality. He stated the variance request is for the temporary structures not the water quality, grassy areas or shoreland use which none of these are hampered. The mowed area was not as large as Mark Lafon described, no scar was left and you can't tell it was done. Bordsen's 470' x 95' property is able to handle the family gathering and is not the only Crosslake property that celebrates the 4th of July in this manner. Crosslake is a place to bring families together. The cabin is seasonal and the request is only for a few times per year for the family to get together in a respectful way. Herzog again asked if there was anyone else to come up. Sheila Quick, daughter of owner stated she has a place in Crosslake that some of the family members stays at during the gathering. She specified that they would be willing to work with Mark Lafon to figure things out. Herzog closed the public hearing. Discussion among the board members pursued. Kuker inquired as to whether there were any police reports as to noise or disturbance pertaining to the Bordsen family gatherings. Kolstad and Pence stated a letter dated in 2013, from previous staff, was in the file pertaining to the number of temporary structures being exceeded per the ordinance. Kolstad stated that last year he witnessed 8 temporary structures in addition to the house. There were no other questions and the members continued on with answering the findings of fact and Pence read into the record Sec. 26-1 Purpose of the ordinance along with Sec. 26-2 Interpretation, Intent, and Scope of Chapter 26. Person explained the litigation process upon denial of the variance and that the judge would make the decision at the trial scheduled in June. Until that time the property owners will have to abide by the city ordinance in the use of their property.

May 22, 2015 Planning & Zoning Commission Meeting

May 22, 2015 Action:

Motion by Nevin; supported by Herzog to deny the variance.

- 1. Five campers and two tents where two temporary structures are allowed for two – seven day periods to include over the July 4th holiday**

Per the findings of fact as discussed, the on-sites conducted on May 21, 2015 and as shown on the exhibit/sketch received at the Planning & Zoning office located at 34406 Happy Landing Road, Crosslake, MN 56442

Findings: See attached

All members voting “Aye”, Motion carried.

**Bill & Kristy McClellan
After-the-Fact Dirt Moving Variance
141970010180009**

Kolstad read the request into the record. Bill McClellan, owner-general contractor explained the process for the lake side bluff area boulder retaining walls, fill and the limitation due to the structure. Trevor John, Landscaper, described the stormwater issues with the bluff pertaining to the old cabin and the current new cabin. He is planning a drywell design to drain down underground and native plants on topside of bluff. Lower level of the bluff impact zone to dig out the sand and fill with sewer rock material. Huge stormwater plan for a positive effect on the lake quality. Herzog inquired as to Trevor's background in relationship to his education in designing an engineered plan to maintain the bluff. Trevor stated he did not have a degree. Mayor Steve Roe stated he has been a resident for years and has experienced the instability of a bluff and that it is not a stable area to build in. Person, city attorney explained that the first variance needs to be understood. He stated that the intent should be explained in a document that the end result of this variance cannot be changed for the current or future owners. The document should be written to show the obvious content of the decision. Discussion involved approved variance intent, stormwater, bluff impact, engineered drawings and the need to table the application.

May 22, 2015 Action:

Motion by Kuker; supported by Nevin to table the after-the-fact variance until next month's June 26, 2015 Planning Commission/Board of Adjustment meeting to allow the applicant time to obtain an engineered drawing showing the following requirements:

- 1. Engineered plan showing 1" or 2" contours of topography of the disturbed areas and the undisturbed bluff**
- 2. Cut sheet of soil materials showing the types of soils, rock, aggregate and sand along with the depth of each layer to the finish grade**
- 3. Finished planting plan showing what kind of plants, root base and size at top and in bluff impact zone**
- 4. Stormwater calculations (cubic feet of 100 year hydrology calculations to show how many gallons at the worst case scenario), gutters and water flow**
- 5. Specifications, HUD sheet of boulder wall; ½ cut sheets and detail of construction**
- 6. A topographic map of uninterrupted existing bluff elevations to establish grade heights to be maintained**
- 7. Detail of what is structurally planned, fire pit, etc in the enclosed area from dwelling to bluff**

Applicant was informed that no work is allowed in the bluff impact zone and all paperwork to be submitted by June 17, 2015 for the June 26, 2015 Planning Commission/Board of Adjustment meeting.

All members voting "Aye", Motion carried.

May 22, 2015 Planning & Zoning Commission Meeting

**Bill & Kristy McClellan
Bluff Setback Variance
141970010180009**

May 22, 2015 Action:

Motion by Lafon; supported by Kuker to table the variance due to the tabling of the after-the-fact dirt moving variance. Applicant to be placed on the next agenda when all information is received for the after-the-fact dirt moving variance.

All members voting "Aye", Motion carried.

Matters not on the Agenda:

Herzog initiated a discussion with Pence and the board members on the possibility of an ordinance amendment regarding residential accessory structures (pole buildings). Potential amendments to ordinance in respect to architect (match dwelling); height; size; principal structure before accessory structure; different setbacks per type, size, and zoning; prohibit by parcel size; and/or differentiate between attached or detached with principal or just accessory structure. Pence and Person will put together something to bring to the next Planning Commission/Board of Adjustment meeting, June 26, 2015. Herzog also requested architectural drawings and elevations be submitted with the public hearing applications.

Motion by Lafon; supported by Kuker to adjourn at approximately 11:45 A.M.

All members voting "Aye", Motion carried.

Respectfully yours,

Cheryl Stuckmayer

Cheryl Stuckmayer
Technical/Administrative Specialist

Crosslake Park/Library Commission Minutes 2:00 P.M. Wednesday, June 3, 2015

Members Present: Chair Joe Albrecht, Alden Hardwick, Gary Nordstrom, Ron Lessard, John Pribyl, Robb Reed, Councilman Mark Wessels, and Park & Recreation/Library Director, Jon Henke

I) Meeting was called to order at 2:02 pm.

II) Approve Minutes from March 25, 2015 meeting

Motion to Approve Minutes from March 25, 2015 as written:

Hardwick/Nordstrom--Unanimous

III) New Hours/Fitness Room & Staffing Update

The new morning hours are proving popular. From 5:00 am to 8:00 there have been from 10 to 20 members visiting the weight room each morning. Five new part time people have been hired to fill the schedule. One is currently on an 'on call' list. The only issue with scheduling is Friday night. We are only averaging 1.75 users from 6 to 7 pm and less than 1 person for the 7 to 8 pm time slot. The staffing is also a problem with no one interested in working until 8:00 pm on Friday night. The shift is covered through June however, beginning in July Jon would like to exercise the discretion allowed him by changing the closing time on Friday nights to 7:00 pm.

Motion to Approach Council with Adjusted Friday Night Hours:

Hardwick/Reed—Unanimous

At this time the City Finance Director, does not feel it is economically feasible to accept credit card payments due to the fees the City would incur to offer this service.

IV) Shuffleboard/Bocce Ball Court Update

Thanks to a private donation to PAL, 2 Bocce ball and 2 shuffleboard courts are being installed behind the Community Center. The Parks Department will have minimal investment in this project as another donor drew up the plans and donated some of the materials, and Dan Miller has volunteered to act as the general contractor on this project. Picnic tables with checkerboards inserted into the tops and a sidewalk to the area are also included in the project. The Commission discussed the possibility of tree sap becoming a problem on the courts.

V) Park Dedication Approvals

After discussion, the following Park Dedication applications were voted upon, after recommendations to accept cash in lieu of land by the Parks and Recreation Director:

Steenberg Metes and Bounds Application

The Park/Library Commission recommended cash in lieu of land for the Steenberg Metes and Bounds Subdivision on June 3rd, 2015. Hardwick/Pribyl - Motion passed unanimously.

Schnitker Preliminary Plat The Park/Library Commission recommended cash in lieu of land for the Schnitker Preliminary Plat on June 3rd, 2015. Hardwick/Nordstrom -Motion passed unanimously.

VI) USTA National Facility Award

Our facility was contacted by the USTA to apply for this prestigious award. The application was submitted and we are currently awaiting the final results. It should be pointed out that just to be invited to apply says quite a bit for all those involved with the project. The status of the shade feature construction was discussed.

VII) Pickleball

The Department is charging an annual registration fee of \$20.00 per league player to cover non-budgeted expenditures incurred by this fast growing sport. We currently have nets and equipment for two courts but have plans to add an additional 3 courts soon.

VIII) School Cross Country Meet

The Pequot Lakes High School Athletic Director and the Cross Country Coach have recently requested the use of our trails to host their September 10th cross country meet. They toured the trail system and the site, and were very excited about the design and condition of the trail system and the additional space to handle buses and support staff for the event.

IX) Open Forum

1) Open Gym Use-The issue of businesses requesting to use the gym during open gym time to provide their services to their clients, while making a profit, has once again been brought to the Directors attention. In the past, we have had issues with this problem with daycare providers. After discussion, it was decided Open Gym time should be defined as time for the Public to come in to utilize facilities; not "for profit" businesses to use to provide their services. Jon will create a rough draft of a policy to present at the next meeting.

2) PAL Update-Alden reported that the joint PAL/Chamber Event Calendars are now available. The Trail Tours will begin June 10th. The cart will make three trips each day. There is no fee but reservations are required. Trail tour dates may be expanded if needed. PAL is branching out to assist with more joint City/Chamber activities and events such as Light up the Dam, Crosslake Annual Fireworks and the new Movie Night at the Corp Campground.

3) Signage for the Community Center and Park- The budget included \$10,000 for signage. A request for volunteers for a new sign committee was initiated.

4) Garden Update-Jon provided an update on the community garden well. The shallow well has been sealed off and new irrigation has been installed from the shop to the garden so the community garden is now up to code.

X) Adjourn

Motion to Adjourn Lessard/Nordstrom—Unanimous



June 8, 2015

City of Crosslake
C/o City Clerk
37028 CR 66
Crosslake, MN 56442

RE: Future County Highway Projects

A new version of our Five-Year Highway Improvement Plan (HIP) has been adopted that now lists projects through 2019. Our department has made a concerted effort to share with all local agencies the projects that are proposed within their jurisdictions. The projects proposed within your jurisdiction, and the assigned project managers for each, are listed below. I have not included 2015 projects in this letter. Feel free to share this information as you please.

2017

CSAH 16 from CSAH 39 to CSAH 66 – the roadway will be resurfaced and the bridge deck between Rush and Crosslake will be rehabilitated. Steve Stroschein is the project manager. Email – steve.stroschein@crowwing.us

We will also be continuing with our annual pavement marking and seal coat contracts.

Additional information will be provided as the projects are designed. Feel free to contact me at any time to discuss the projects and to be put in contact with the correct project manager.

Sincerely,

Robert Hall

Robert Hall
Assistant County Engineer
Highway Department
16589 County Road 142
Brainerd, MN 56401

Our Vision: Being Minnesota's favorite place.
Our Mission: Serve well. Deliver value. Drive results.
Our Values: Be responsible. Treat people right. Build a better future.

Office: (218) 824-1110
Cell: (218) 838-0964
Fax: (218) 824-1111
www.crowwing.us

B.17.

Crosslake Roll-Off & Recycling Services

June 2015

	Mixed Paper	Aluminum	Tin	Glass	Plastic	Metal	Cardboard	Electro	Total lbs	2000#	Total Tons
January	6420	740	2340	6740	1580	13020	3260	0	30840	2000	15.42
February	10800	880	0	0	1460	0	4280	0	17420	2000	8.71
March	0	0	0	6420	1580	4320	6760	0	19080	2000	9.54
April	9620	760	2120	6980	2940	7680	6300	0	36400	2000	18.2
May	10480	0	0	7080	3460	13500	12260	0	46780	2000	23.39
June	16660	840	2220	13700	4740	8100	11500	42	57802	2000	28.901
July								0	0	2000	0
August								0	0	2000	0
September								0	0	2000	0
October								0	0	2000	0
November								0	0	2000	0
December								0	0	2000	0

TOTAL IBS	53980	3220	6680	40920	15760	46620	44360	42			
2000#	2000	2000	2000	2000	2000	2000	2000	2000			
TOTAL TONS	26.99	1.61	3.34	20.46	7.88	23.31	22.18	0.021			

Tires

B.18.

SCORE REPORT FORM

Mo./Yr. **May 2015**

CROSSLAKE REPORT

Organization: Waste Partners Environmental Services, Inc.
 PO Box 677 Pine River, MN 56474
 Contact Person: Eric Loge Ph: (218) 824-8727 Fax: (218) 587-5122

Materials delivered to: Cass County - Pine River Transfer Station
 Cardboard & Mixed Paper - LDI or Rock-Tenn
 Metal - Crow Wing Recycling or Pine River Iron & Metal

RESIDENTIAL COMMERCIAL

Total Paper : (includes)

Corrugated Cardboard
 Newspaper
 Mixed Paper (News, Mags, Mixed Mail, CDBD)

	18466
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Metal: Appliances, misc...

	126
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Commingled Materials: (includes)

	%		lbs
	0.05	Metals- Aluminum Cans	499
	0.21	Tin Cans	2097
	0.61	Glass- Clear bottles Green bottles brown bottles	6090
	0.1	Plastic - #1 & #2 bottles	998
	0.03	Reject	300
	1.00		9983

	9983
--	-------------

Total LBS.

	28575	0
--	--------------	----------

Total Tons

	14.29	0
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OUT OF COUNTY Waste Disposal

Final Destination: N/A
 Disposal Site Permit # : _____
 Tons Delivered: **NONE**

Total Number of
Households
Served this Month
893

	Trash		Recycling		paper	commingle
	Accounts	Rate	Accounts	%		
BRD	2837	0.47	1328	0.37	42342	24105
BAX	1200	0.89	1065	0.29	33957	19331
B.P.	549	0.95	520	0.14	16580	9439
P.L.	249	0.67	167	0.05	5325	3031
C.L.	893	0.62	550	0.15	17536	9983
NIS	70	0.00	0	0.00	0	0
	5798	0.63	3630		115740	66890

B.19.

ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES
8:30 A.M. – MAY 6, 2015
City Hall

The regular monthly meeting of the Crosslake EDA was called to order at 8:36 A.M. by Patty Norgaard with the following members present: Patty Norgaard, Steve Roe, Bill Forsythe, and Mark Wessels. Dennis Leaser was absent. Also in attendance were Sheila Haverkamp of BLAEDC and Local Manager Debby Floerchinger. There were approximately twenty people in the audience. Attendees included business owners, realtors, contractors, residents, and bankers.

A MOTION WAS MADE BY MARK WESSELS, SECONDED BY STEVE ROE TO APPROVE THE MINUTES OF THE APRIL 1, 2015 EDA MEETING. AYES: ALL.

The Revolving Loan Fund balance information was included in the packet for information. All loan payments are current. Bill Forsythe reported that the EDA has approximately \$268,563 to lend business owners.

The program for today was entitled “Empty Business/Commercial Spaces”. Moderator was Sheila Haverkamp and guest speakers were Nate Grotzke of Close Converse and Mike Flynn of Positive Realty. Mr. Grotzke reported that most small communities struggle with the issue of trying to fill empty commercial space. Mr. Flynn asked the group to answer the question, “Why would a new business choose Crosslake as a location?”

Moderator Sheila Haverkamp gave an overview of the importance of downtowns and stated that more people are looking for “experiences” while vacationing rather than relaxation.

Pequot Lakes Mayor Dave Sjoblad asked why some landlords don’t reduce the rental price just so that the building is being used, indicating that something is better than nothing. Nate Grotzke replied that many landlords own multiple buildings and they would have to offer the same discount to all renters. Mr. Grotzke also noted that it is common for landlords to make deals with renters or change rates during slower business months.

Leah Heggerston reported that she worked with the MN Design Team and the City of Nisswa to revitalize the Nisswa downtown area. They modeled it after Vail, CO. Because Crosslake used to be a resort town, Ms. Heggerston suggested the idea that the City of Crosslake could become the “resort”. Crosslake has all of the amenities that large resorts have. “Fun” could be a key word to attract tourists.

Bruce Larson of Larson Group Real Estate gave the history of Town Square and stated that he and Jim Anderson are waiting for the market to improve before making any additions.

Mike Flynn stated that cities need strong business communities in order to attract people and more businesses to the area. Roger Roy stated that cities must focus on the unique qualities that they have. Crosslake Community School Director Todd Lyscio stated that the school adds to Crosslake’s uniqueness.

Doreen Gallaway of Itasca Leather Goods stated that the hotels host weddings almost once a week and businesses could attract the wedding guests as future vacationers.

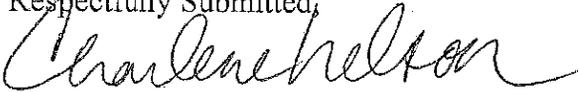
A brief discussion ensued regarding affordable housing. Dave Sjoblad warned that some affordable housing is good but that Pequot Lakes has too much and that problems do arise because of it.

Leah Heggerston stated that the City's realtors are the main stakeholders and can play a big part in revitalization.

A MOTION WAS MADE BY PATTY NORGAARD AND SECONDED BY STEVE ROE TO HIRE THE MN DESIGN TEAM FOR THE SPRING OF 2016 AT AN APPROXIMATE COST OF \$5,000 PROVIDING THAT THE EDA RECEIVES A GRANT FROM THE INITIATIVE FOUNDATION TO HELP WITH THE COST. MOTION CARRIED 3-1 WITH WESSELS OPPOSED.

There being no further business at 10:00 A.M., PATTY NORGAARD ADJOURNED THE MEETING.

Respectfully Submitted,



Charlene Nelson
City Clerk

ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES
8:30 A.M. – JUNE 10, 2015
City Hall

The regular monthly meeting of the Crosslake EDA was called to order at 8:35 A.M. by Patty Norgaard with the following members present: Patty Norgaard, Steve Roe, Bill Forsythe, and Mark Wessels. Dennis Leaser moved from the area and is no longer on the EDA. Also in attendance were Finance Director/Treasurer Mike Lyonais and Local Manager Debby Floerchinger. There were approximately six people in the audience.

A MOTION WAS MADE BY STEVE ROE, SECONDED BY BILL FORSYTHE TO APPROVE THE MINUTES OF THE MAY 6, 2015 EDA MEETING. AYES: ALL.

The Revolving Loan Fund balance information was included in the packet for information. Bill Forsythe reported that the loans are current.

Patty Norgaard introduced Kristin Larson of Spectrum Reach and stated that Ms. Larson would be presenting information regarding the services that Spectrum Reach could provide to “advertise” Crosslake.

Kristin Larson reported that Spectrum Reach is part of Charter Communications and that they specialize in helping businesses target and attract customers. The most effective way to do this is via “screens”, whether phone, tablet, computer or television. The audience voiced their opinions on what Crosslake should do to attract businesses or tourists.

Steve Roe stated that the City needs to target seasonal visitors and seasonal residents using mailings, billboards or internet. Mark Wessels stated that the area “sells” itself once a person comes here and that low tax rates are desirable. Roger Roy stated that the City should offer tax breaks and affordable housing to attract new businesses. Debby Floerchinger stated that Crosslake Communications offers fiber connections in many areas and 20mg in the rest. Patty Norgaard stated that the EDA and tourism should be linked together. Cindy Myogeto stated that people should know that you can “live, work and play” here. Rob Birkeland stated that Breezy Point developed small, inexpensive lots in the 1940’s which helped offer affordable housing to residents. Crosslake’s property is more expensive.

Ms. Larson stated that Spectrum Reach is able to narrow the target audience by geography, zip code, household demographics, or personal interests. Americans spend an average of 8 hours looking at some type of screen per day.

Discussion ensued regarding the use of video, marketing outside Minnesota, and consistent messaging by all organizations. Ms. Larson stated that the next steps for the EDA would be to define a message and define an audience. Spectrum Reach could produce a 30-second video of Crosslake for approximately \$450. This video could be a link on the City’s website, Crosslake businesses websites or on You Tube. A video can be made in 90 days.

Mark Wessels asked whether this project is appropriate for the EDA or if the EDA should offer support to another organization to take this on. Patty Norgaard stated that the EDA should initiate the project.

The next meeting would be held Wednesday, July 1st and Kristin Larson will provide examples and options based on the ideas and conversation for a short video.

Patty Norgaard adjourned the meeting at 10:05 A.M.

Respectfully Submitted,



Charlene Nelson
City Clerk

B. 21.

State Demographic Center

June 1, 2015

300 Centennial Building
658 Cedar Street
St. Paul, MN 55155
Telephone: 651.201.2473
Local.estimate@state.mn.us



Charlene Nelson, Clerk
City of Crosslake
37028 County Road 66
Crosslake, MN 56442-2528

Dear Clerk:

The State Demographer is required by law to produce annual population and household estimates for each of Minnesota's cities and townships. Enclosed you will find a sheet containing the April 1, 2014, population and household estimates for your jurisdiction.

These estimates are being sent to you now for review and comment. It's important that our estimates are accurate, as they are used to distribute state aid to cities and townships. If you have questions about how our estimates impact a specific program, please contact the state agency responsible for that program.

The enclosed figures represent estimated population and household changes since the 2010 Census. The number of households corresponds to the number of occupied housing units. A household may be a single family, one person living alone, or any group of people who share the same living area. While we believe that our estimates are usually accurate, we realize there may be occasional problems. For this reason, we value your comments. We may not be aware of such changes as housing demolitions, the gain or loss of group quarters (like college dormitories, nursing homes, etc.), construction of public housing and the gain or loss of mobile homes.

Please note that our estimates:

- pertain to one year ago, not the present;
- have also been sent to your county auditor for review;
- are subject to change and are not considered final until they are released to the Minnesota Department of Revenue in July.

If you are satisfied with our estimates, it is not necessary to contact us or provide any further information. If you wish to challenge our estimates, please send us the appropriate data described in the enclosed challenge guide by **June 24, 2015**. Questions or comments should be directed to James Hibbs at the address listed on the letterhead. You may also contact us by e-mail at local.estimate@state.mn.us or by phone at (651) 201-2473. The volume of phone calls is heavy at this time of year, so you may be asked to leave a message on our voice mail system. We will respond promptly. Please remember that we cannot correct problems with the 2010 Census.

Thank you for taking time to review these estimates.

Sincerely,

Susan Brower
State Demographer

Enclosures

DATE: June 1, 2015
TO: Charlene Nelson, Clerk
City of Crosslake
FROM: **Susan Brower**
Minnesota State Demographer
SUBJECT: 2014 Population and Household Estimates

Your April 1, 2014 population estimate is 2,193.

Your April 1, 2014 household estimate is 1,055.

If you have any questions or comments about these estimates, please contact the State Demographic Center, 300 Centennial Office Building, 658 Cedar Street, St. Paul, MN 55155, phone (651) 201-2473 or send an e-mail to local.estimated@state.mn.us. All challenges must be submitted in writing. Please refer to the enclosed sheet for details

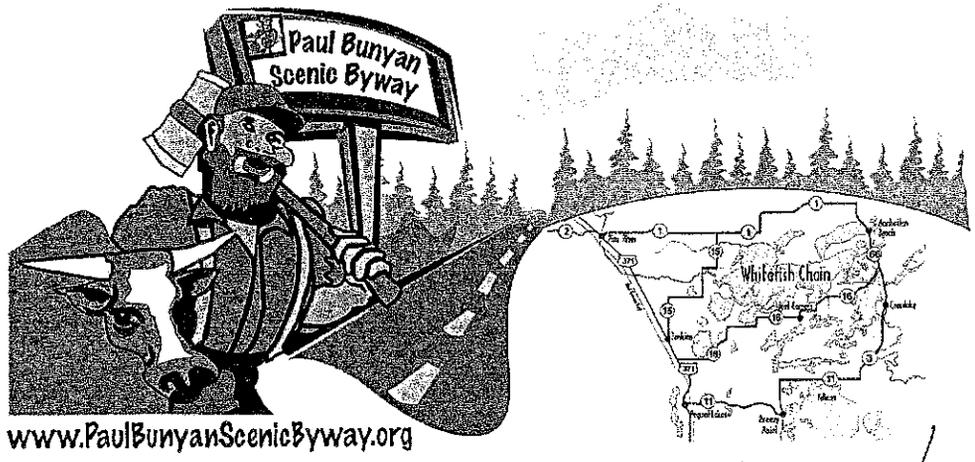
HOW TO CHALLENGE THE POPULATION AND HOUSEHOLD ESTIMATES FROM THE STATE DEMOGRAPHER

The legal responsibilities of the State Demographer with respect to local population estimates dictate that we be able to defend any revisions to the estimates. Consequently, we need documentation for our files. Cited below are types of information we will accept with a challenge to our estimates. You may select whichever approach is most appropriate for your situation. However, the more information you can provide the better. No challenges will be accepted after June 24.

1. You may send us the number of active residential utility accounts in April 2010 and April 2014. We would prefer electrical accounts, but water and sewer accounts are acceptable. Please summarize your data. We don't need a list of all utility customers. Summary data for intervening years are helpful. Utility data are much more useful when provided together with building permit data (see #2 below).
2. Another approach is to provide the number of housing units added and lost by calendar year for the years beginning with 2010. Building and demolition permits are a good source of such information. Be sure to include mobile homes and apartments, and indicate whether any of the apartments were for the elderly. Please try to be as specific as possible about the type of unit involved (single-family, apartment, mobile home, etc.).
3. An actual count of persons or households may be accepted, but places with more than 100 people must contact the State Demographer before proceeding with a count. The count you submit should be for 2015. We will interpolate a number for 2014. You must provide the following information:
 - a. List the house number and street name of each housing unit in your city or township. If there is more than one unit at an address, please list each unit and provide an apartment number.
 - b. Indicate whether the unit is occupied or vacant. If the unit is occupied, indicate the number of residents. Only year-round residents should be counted. Young people away at college or in the military, elderly persons who have moved to a nursing home in another town and seasonal (summer) residents should not be counted.
 - c. Group quarters such as nursing homes, dormitories, jails and group homes should not be counted as housing units. Give us the name and address of the facility and the number of residents.
 - d. After you have listed each housing unit, you must summarize your data and give us the total number of residents, the total number of vacant units and the total number of occupied units.
 - e. Please indicate when the count was completed.

Any additional information you can provide about your community will be appreciated. Changes in vacancy rates, the conversion of summer homes to year-round use, and changes in employment opportunities are the types of things we like to hear about when we are evaluating an estimate. One final request--when you write to us, please provide your mailing address and a telephone number or e-mail address where you can be reached during the day.

Thank you.



www.PaulBunyanScenicByway.org

A Huge Thanks /
Crosslake City Council

With your continual support
of "my Byway", I know it will
continue to be an attraction
for the Crosslake Area.

Do visit my "Kiosks" -

Paul -

PBSB - Board of Directors -
Rod Nelson - Chair -

July 6, 2015

To: Crosslake City Council

I would like to formally inform the Crosslake City Council that I have decided to retire as of August 14th, 2015. August 14th will officially be my last day. I have appreciated my time as an employee for the City.

Thank you.

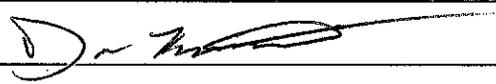
A handwritten signature in cursive script that reads "Terry Kinkaid". The signature is written in black ink and is positioned above the printed name.

Terry Kinkaid

B. 24.

I Don Kostoski am Hereby Resigning From
The Crosslake Fire Department. At this time I would
like to thank you for your years of service, and
the support you have shown me in mine.

may God Bless you all



Witnessed) 6-28-2015

Joel N Carlton



City of Crosslake

RESOLUTION 15-_____

RESOLUTION ACCEPTING DONATION(S)

WHEREAS, the City of Crosslake encourages public donations to help defray costs to the general public of providing services and improving the quality of life in Crosslake; and

WHEREAS, the City of Crosslake is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of citizens; and

WHEREAS, said Statute 465.03 requires that all gifts and donations of real or personal property be accepted only with the adoption of a resolution approved by two-thirds of the members of the City Council; and

WHEREAS, the following person/persons and/or entity/entities has/have donated real and/or personal property as follows:

FROM	DONATION	INTENDED PURPOSE
PAL Foundation	\$2,400.00	Light Up the Dam
PAL Foundation	\$891.15	Reimburse City for Community Garden expenditures
PAL Foundation ; and	\$300.00	Reimburse City for Bird Feeder Maintenance

WHEREAS, the City of Crosslake will strive to use the donation as intended by the donor; and

WHEREAS, the City Council finds that it is appropriate to accept said donation(s) as offered.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Crosslake that the donation(s) as described above are accepted as allowed by law.

Passed this 13th day of July, 2015.

Steve Roe
Mayor

ATTEST:

Charlene Nelson
City Clerk

(SEAL)

75-564
919 2

PAL FOUNDATION OF CROSSLAKE
14126 DAGGETT PINE ROAD
CROSSLAKE, MN 56442

NO 3194

Date June 8, 15

City of Crosslake \$ 2400⁰⁰

Twenty Four Hundred Dollars + 00

Lakes Bank STATE
R.O. Box 306 (218) 568-4473
Pequot Lakes, MN 56472
R.O. Box 767 (218) 682-4472
Crosslake, MN 56442

Money Market Account

Name LIGHT THE DAM

[Signature]

MP

⑆09⑆905648⑆ ⑆50⑆868⑆9⑆ ⑆76

75-564
919 2

PAL FOUNDATION OF CROSSLAKE
14126 DAGGETT PINE ROAD
CROSSLAKE, MN 56442

NO 3192

Date June 8, 15

City of Crosslake \$ 300⁰⁰

Three Hundred Dollars + 00

Lakes Bank STATE
R.O. Box 306 (218) 568-4473
Pequot Lakes, MN 56472
R.O. Box 767 (218) 682-4472
Crosslake, MN 56442

Money Market Account

Name BIRD SCAPPING

[Signature]

MP

⑆09⑆905648⑆ ⑆50⑆868⑆9⑆ ⑆76

75-564
919 2

PAL FOUNDATION OF CROSSLAKE
14126 DAGGETT PINE ROAD
CROSSLAKE, MN 56442

NO 3193

Date June 8, 15

City of Crosslake \$ 891¹⁵

Eight Hundred Ninety One Dollars + 15

Lakes Bank STATE
R.O. Box 306 (218) 568-4473
Pequot Lakes, MN 56472
R.O. Box 767 (218) 682-4472
Crosslake, MN 56442

Money Market Account

Name GARDEN

[Signature]

MP

⑆09⑆905648⑆ ⑆50⑆868⑆9⑆ ⑆76



Public Works Meeting Notes

May 18, 2015

Members Present: Gary Olson, Darrell Shannon, Tim Berg, John Pribyl, Ted Strand

Others Present: Dave Reese, Steve Roe, Mike Lyonais, Debbie Floerchinger, Dave Schrupp

Meeting was called to order at 4 PM.

1. Minutes of the January 2015 were approved. Shannon Motion, Berg Second, all in favor.
2. Mr. John Pribyl was introduced as the newest member of the commission.
3. The commission was brought up to date regarding the January meeting action items. The council did not approve moving forward with the Manhattan Point /So. Landing Intersection upgrade due to 6 figure cost estimates by WSN. Ted indicated that no road projects are approved for 2015.
4. Dream Island Bridge Update: WSN is moving forward on the Dream Island Bridge project as the council approved \$35K to begin the process. WSN has completed a survey which is needed for the preliminary design. Once elevation drawings are available it will be easier to determine the actual design possibilities. WSN has created a link on the city website that contains considerable information regarding the project. The schedule as noted on the website is as follows:

Project Timeline Dream Island Bridge

- May 2015: Complete Field Data Collection
- Jun 2015: Complete Feasibility Study
- Jul 2015: Public Information/Input Meeting
- Aug 2015: Preliminary Improvement Hearing
- Sep – Dec 2015: Design Plans
- Jan – Feb 2016: State Plan Review
- Mar – Apr 2016: Funding/Bidding
- May 2016: Award/Contracts
- Jun 2016: Construction
- Jul 2016: Final Completion
- Aug 2016: Final Assessment Hearing
- Sep – Oct 2016: Certify Assessment Roll to County

A letter, dated May 11, 2015, regarding the Dream Island Bridge project was received from resident Gregory Hudalla. Mr. Hudalla requested the completion of an *Environmental Assessment Worksheet (EAW)*. The commission discussed the request and the city Engineer estimated it would cost a minimum of \$10K to complete this type of review and the city would have to pay for this cost. Some facts to keep in mind regarding this bridge:

This is not a new bridge, but a replacement
Access to the island must be maintained

The DNR will weigh in on the actual design and construction steps/requirements
The State will provide funding for the bridge and as a result, will request a minimum design
The actual design is unknown at this time; however a culvert type design is anticipated

After lengthy discussion, a motion was approved recommend that the city not require an EAW at this time. Olson motion, second Shannon, and all in favor.

Given the lack of State funds available to the city for the project, WSN can only go so far with the project. Once funding is approved, it was recommended we hold a meeting with impacted residents to discuss the anticipated assessed costs for the project. Dave Reese indicated that the application for state bridge funding could be submitted by mid-fall 2015 with as response from MNDot sometime in Q1 2016.

The commission concluded an action item for the June meeting would be to determine the exact date in July for the Public Information/Input Meeting. Assessment discussion with residents will take place at the August Preliminary Improvement Meeting.

5. Roads Update: Ted indicated the council approved an increase in the road patching funds from \$25K to \$50K due to the increased amount of road damage from the winter. Steve Roe stated we have not followed a plan for a while and cited Manhattan Point Boulevard as one example. At one time, Manhattan Pt. Blvd. was on the road upgrade schedule for 2011 and it got moved to 2016. **ACTION: Ted and Dave Reese will review the roads plan, update as needed and present to the commission in the August/September timeframe for discussion and possible approval in time for the 2016 budget year. Ted will also update the 2007 Road Listing.**
6. Mike Lyonais discussed the David Drown Capital Plan presentation to the city council. Drown indicated a good plan would be to spend around \$800K/year on capital projects making use of levies and shorter term financing to pay for same and to stay consistent with the amount of spending year to year, never to skip a year. It should be noted that the current debt load must be counted as part of the \$800k/year cost. Mike will obtain the Drown presentation for the commission to review at the next meeting.
7. New Well update: Ted indicated the current capital plan has roughly \$53,804 for a new well to be located somewhere within the grounds of the Joint Maintenance Facility. The well would be capable of pumping 1,500 GPM to refill fire trucks. A similar well is located by city hall and a second well with like capacity needs to be located south of the damn for Fire Department use, given we do not have any hydrants in the city. After some discussion, the commission unanimously approved a motion to spend \$5k of the \$53,804 budget to have WSN create a bid package RFQ and to have WSN determine the appropriate location. Once completed, at least 2 bids must be obtained prior to council approval.

Motion by Shannon, seconded by Berg to adjourn the meeting at 5:50 pm.

Notes by Dave Schrupp





Public Works Meeting Notes
June 1, 2015

Members Present: Gary Olson, Darrell Shannon

Others Present: Dave Reese, Steve Roe, Dave Schrupp, Ted Strand

Members not present: Tim Berg, John Pribyl

Meeting was called to order at 4 PM.

1. No Quorum; no decisions, just updates on current projects/topics.
2. Ted and Dave Reese updated the 5 year capital road plan. Road repairs are underway at the present time at an approximate cost of \$3,000/day. 1/3rd of the city may be repaired with the available funding. The road inventory updates are WIP and will be completed sometime in late August/early September.
3. Dream Island project. Dave indicated 39-40 lots would be involved with assessments and the residents impacted would have to cover an approximate cost of \$75K. WSN has contacted the DNR regarding channel maintenance, bypass road requirements and other issues but no word back at this time. Hydraulics review is underway at WSN. The group discussed the need to hold an informal public hearing on July 17th to discuss the project with a more formal review to be set for August. WSN has enough funding to see the project through to submission to the state for funding.
4. Melinda Shores Bridge. Erosion beneath the bridge may mean the need to repair will have to be pulled up sooner than planned. Dave Reese to look into available funding. 7-8 residents are served by the bridge.
5. High Output Well. The capital funding planned for the new well is insufficient to cover the cost. WSN, Ted and Chip will review the purpose of the well to determine alternate options.
6. Sewer Plant. Ted reports the plant is working well with minor expected repairs being handled by his department.
7. Dave S. to send the David Drown presentation to Public works advisory team (completed). David Drown has recommended the city spend approximately \$800K/year, plus an annual inflationary bump, on capital projects. The PW board members present requested Mike Lyonais to advise what portion of this figure is already allocated or spent in the next 5+ years on capital projects.

Meeting adjourned at 5:30 pm.

Notes by Dave Schrupp

B. 28.

BILLS FOR APPROVAL
July 13, 2015

VENDORS	DEPT		AMOUNT
AAA Equipment, notched blade	PW		91.08
AAA Equipment, notched blade	PW		45.54
Ace Hardware, stones	PW		17.23
Ace Hardware, hose, bit set	PW		91.13
Ace Hardware, switch	PW		22.03
Ace Hardware, hardware	PW		130.01
Ace Hardware, hardware	PW		22.84
Ace Hardware, yard fogger	Police		12.59
Ace Hardware, hardware	Police		3.92
Ace Hardware, paint, key ring	Park		8.08
Ace Hardware, cord	Park		7.19
Ace Hardware, hardware	PW		80.54
Ace Hardware, hardware	PW		3.22
Ace Hardware, gloves	PW		16.19
Ace Hardware, pin for squad hitch	Police		2.69
Ace Hardware, windshield wash	Police		5.38
Ace Hardware, hardware	Park		10.96
Ace Hardware, drink holder, strap	Park		10.79
Ace Hardware, chalk	Park		10.43
Ace Hardware, saw, blades	PW		217.77
Ace Hardware, tape, cable cutter, pliers	PW		44.84
Ace Hardware, tiedowns	PW		17.98
Ace Hardware, hardware	Sewer		25.87
Ace Hardware, battery backup, monitor	PW		179.88
Ace Hardware, battery backup, drill	PW		198.48
Ace Hardware, light	PW		22.49
Ace Hardware, tire repair kit	PW		8.99
Ace Hardware, concrete mix	PW		14.82
Ace Hardware, keys	Park		5.37
Ace Hardware, fan	Sewer		35.09
Ace Hardware, deck brush, cleaners	Sewer		35.52
Applied Concepts, cables	Police		268.30
Aspen Mills, badges	Fire		2,183.00
Aspen Mills, uniforms	Fire		1,237.35
Avid Communications Construction, decontamination station	PW	pd 7-1	2,655.72
AW Research, water testing	Sewer		1,063.10
Baker & Taylor, books	Library		817.59
BCA, recertification training	Police	pd 6-22	75.00
Betty Knutson, reimburse cemetery expense	Cemetery		300.00
Birchdale Fire & Security, 3rd quarter monitoring	PW		90.00
BLAEDC, 2015 funding	EDA		3,412.50
Bob Hartman, reimburse for office supply	Police	pd 7-1	13.95
Bob Hartman, reimburse mileage	Police	pd 6-23	110.04
Bob Hartman, reimburse mileage	Police	pd 7-1	147.20
Brainerd Hydraulics, parts	PW		106.84

Brainerd Hydraulics, parts	PW		98.84
Breen & Person, legal fees	ALL		2,985.00
Chemsearch, cleaner	PW		385.88
City of Crosslake, sewer utilities	PW/Gov't		148.00
Clean Team, july cleaning	PW/Gov't		1,082.50
Commerical Asphalt Repair, cracksealing	PW		8,420.00
Commerical Asphalt Repair, cracksealing	PW		24,030.00
Council #65, union dues	Gov't		385.00
Country Works, posters	Library		8.75
Crosslake Communications, phone, fax, cable, internet	ALL		1,380.52
Crosslake Rolloff, recycling	Gov't		2,695.00
Crosslake Welding, side board supports	Police		20.00
Crow Wing Auto Body, remove stripes and decals	Police		250.00
Crow Wing County Recorder, document recording	PZ		184.00
Crow Wing Power, electric service	ALL	pd 6-22	5,539.06
Crow Wing Power, electric service	Sewer		11.73
CTC IT, june i.t. labor	ALL		1,250.00
Dacotah Paper, janitorial supplies	Park		359.13
Deferred Comp	ALL		300.00
Delta Dental, dental insurance	ALL		1,430.95
Dell, computers	Police		2,853.36
Demco, tape, jacket covers, bookmarks	Library		607.04
Department of Public Safety, license plates	Police		6.00
Diamond Industrial Cleaning, soap, pressure wash repair	PW		818.99
DJV Consulting, may and june services	Admin		2,827.50
Fastenal, fans	PW		99.78
Fortis, disability	ALL		564.09
Guardian Pest Solutions, pest control	ALL		77.60
Guardian Pest Solutions, ant control	Park		350.00
Hawkins, chemicals	Sewer		807.29
Health Partners, health insurance	Gov't		17,020.62
Holden Electric, lift station repair	Sewer		714.65
Holiday Station, premium fuel	Park		5.94
Jon Henke, reimburse mileage	Park		36.51
Keeps, uniform	Police		331.71
Kirvida Fire, install parts on chassis	Fire		178.00
Kirvida Fire, replace switch	Fire		152.97
Lakes Area Lock & Door, keys	Police		48.00
Lakes Heating & Cooling, decontamination station	PW	pd 7-1	1,695.00
League of MN Cities Insurance, claim deductible	Park		250.00
Maney International, oil change, inspect air bag	PW		475.34
Maney International, truck repairs	PW	pd 6-22	4,355.00
Maney International, mats	PW		47.80
Marco, copier lease	ALL		433.00
Mastercard, AICPA, membership dues	Admin		355.00
Mastercard, CDW, server protection	ALL		163.50
Mastercard, Coburns, travel expense	Police		14.25
Mastercard, Deerstand, chiefs meeting	Police		13.68
Mastercard, Discount Tire, tires, rims	Police		811.00
Mastercard, Emergency Medical Products, sphygmomanometer	Fire		105.25

Mastercard, Fleet Farm, rake, skimmer	PW		34.34
Mastercard, Fleet Farm, gates	Park		201.84
Mastercard, Gamma Sports, tennis supplies	Park		239.99
Mastercard, Head, tennis net	Park		220.00
Mastercard, Indoor Shooting, mags for handguns	Police		161.01
Mastercard, KFC, travel expense	Police		19.31
Mastercard, Menards, batteries	Park		38.58
Mastercard, Menards, knife, crescent tool set, pliers, wrench	Police		73.62
Mastercard, Office Max, recorder	Police	pd 6-22	61.90
Mastercard, Office Max, receipts, paper	Park		113.91
Mastercard, Office Max, ink, 5 port netgear	PW		81.58
Mastercard, Pickleball Central, balls, net, tape	Park		407.93
Mastercard, Quick Stop, fuel	Police		23.84
Mastercard, Valley Pools and Spas, chemicals	Sewer		415.71
Mastercard, Walmart, cleaning gloves	Park		28.95
Mastercard, Walmart, tennis balls	Park		95.53
Medtox, random drug test	PW		70.26
Menards, posts, gloves, fencing	PW/Park		427.91
Midwest Machinery, filter	PW		68.34
Midwest Machinery, filter	PW		70.62
Midwest Machinery, blade, bell washer, sheeve	PW		244.66
Mikes Electric, wiring for decontamination unit	PW	pd 7-1	2,600.00
Mikes Electric, install ceiling fans	Park		710.00
MMUA, 3rd quarter safety training dues	Gov't		2,475.00
MN Life, life insurance	ALL		378.60
MN Playground, chain	Park		49.72
Moonlite Square, fuel	Fire		22.63
MPCA, class b examination	Sewer		55.00
Municode, online hosting	Gov't	pd 6-22	550.00
MWOA, annual conference	Sewer		550.00
Napa, pullers	PW		44.72
Napa, headlight	Police		8.79
Napa, gloves	PW		104.96
Napa, part	Police		9.99
Napa, fuse	Police		4.22
Napa, antifreeze	PW		12.41
Napa, fuses	PW		12.18
Nate Deshayes, reimburse travel expense	PW	pd 7-1	260.33
National Independent Health Club Assn, annual membership	Park		393.70
NCPERS-Life Insurance	ALL		144.00
Northland Drilling, seal well and permit	Park		215.00
Northland Drilling, service call, cycle stop, fittings	Park		338.00
Northland Press, meeting notice of 6/26	PZ		85.00
Northland Trust, bond payments	Gov't		190,693.75
Paper Storm, document shredding	Admin		154.88
Physio Control, batteries	Police		557.84
Planning and Zoning Commissioners, 2nd quarter meetings	PZ		375.00
Preferred Pump, freight	Sewer		84.30
Premier Auto, oil change	Police		26.99
Premier Auto, tire, towing, oil change	Police		505.74

D. 1.

MEMO TO: City Council

FROM: Mayor Roe

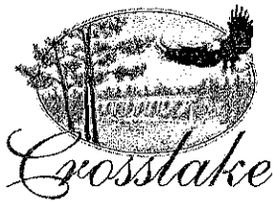
DATE: July 6, 2015

SUBJECT: Commission Appointment

I hereby recommend the following appointment:

Parks and Recreation/Library Commission

Mic Tchida - appointment as alternate member



CITY OF CROSSLAKE
APPLICATION FOR APPOINTMENT TO CITY BOARD OR COMMISSION

PERSONAL INFORMATION

Name: Last TCHIDA First MIC (MICHAEL)
Address: _____
Phone: (H) _____ (W) _____ (Cell) _____
Occupation: RETIRED Employer: _____
Email Address: _____

Are you a Crosslake resident or property owner? Yes No If yes, Seasonal Permanent
If yes, how long have you been a Crosslake resident or property owner? RESIDENT 5+ YEARS
OWNER 20+ YEARS

Please check this box if you are currently on a board or commission and wish to be considered for reappointment. Please note below the current board or commission you are currently serving. You are not required to complete the remainder of the application.

Please rank in order which of the following boards and commissions you are interested in serving on:

- _____ Planning and Zoning Commission (Crosslake residency or property ownership required)
- _____ Economic Development Authority (Crosslake residency or property ownership required)
- _____ Public Works/Cemetery/Sewer Commission (Crosslake residency or property ownership required)
- Parks and Recreation/Library Commission (Crosslake residency or property ownership not required)
- _____ Crosslake Communications Advisory Board (Must own property within service area)

Why are you interested in being appointed to a City advisory board or commission?

I WAS ASKED IF I WOULD BE INTERESTED IN VOLUNTEERING FOR THE POSITION. AS A RESIDENT OF CROSSLAKE, I WISH TO CONTRIBUTE BACK TO THE COMMUNITY. I USE THE FACILITIES 3 OR MORE TIMES A WEEK AND HOPE TO PARTICIPATE IN THE CONTINUING GROWTH & SUMMER OF THE FACILITIES

What strengths and abilities would you bring to the board or commission? Please include any education and experience that would assist you in serving on a board or commission.

I SPENT MY CAREER IN SALES AND MARKETING. I GET ALONG WELL WITH PEOPLE. I WILL BE OPEN AND RECEPTIVE TO IMPROVEMENT, CHANGES OR ANY OTHER DECISIONS BROUGHT BEFORE THE COMMISSION

What are the most important issues facing our community over the next several years? What do you think the role of your board or commission should be in addressing those issues?

THE ONGOING GROWTH, MAINTENANCE, IMPROVEMENT, AND MAINTENANCE OF OUR FACILITIES.

Attendance: Are you aware of the importance of regular meeting attendance, including the time commitment involved in preparing for meetings, and do you feel you have the time available to be an active participant? Yes No

Comments:

POTENTIAL CONFLICTS

Conflicts of Interest may arise by the participation in any activity, recommended action, or decision from which you receive or could potentially receive direct or indirect personal financial gain. In accordance with this definition, do you have any legal or equitable interest in any business which could be construed as a conflict of interest? Yes No

If yes, please explain:


Signature

Date 6/11/15

Note: The selection process will vary according to the number of applications and vacancies, and may not include interviews with all applicants.

THANK YOU FOR YOUR INTEREST IN SERVING ON A CITY BOARD OR COMMISSION!

Please return application to:
City of Crosslake
37028 County Road 66
Crosslake, MN 56442
218-692-2688 Phone
218-692-2687 Fax

DATA PRACTICES ADVISORY

We are required to provide the following information to you. Under Minnesota law, some of the information requested above is public information, which must be provided to anyone who requests it. Some of it is classified as private information, which is not generally available to the public. However, all of the information will be used by the City Council in determining whether you should be appointed to a Board or Commission. Therefore, the information will be provided to the City Council in a public forum and will be reviewed in public. It will therefore be part of the public record, which will be available to anyone. Failure to provide the requested information may result in your not being considered for appointment. If you have concerns about providing any of the requested information, please contact City Hall at 218-692-2688.

E.
i.
a.

REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, AUGUST 26, 2013
7:00 P.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Monday, August 26, 2013. The following Council Members were present: Mayor Darrell Schneider, Steve Roe, Gary Heacox, John Moengen and Mark Wessels. Also present were City Administrator/Consultant Dan Vogt, City Clerk Char Nelson, Public Works Director Ted Strand, Park and Recreation Director Jon Henke, General Manager Paul Hoge, Finance Director/Treasurer Mike Lyonais, Community Development Director Ken Anderson, Police Chief Bob Hartman, City Attorney Brad Person, City Engineer Mark Hallan, and Echo Publishing Reporter Kate Perkins. There were approximately five people in the audience.

A. CALL TO ORDER – Mayor Schneider called the Regular Council Meeting to order at 7:00 P.M. The Pledge of Allegiance was recited. MOTION 08R2-01-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

B. CRITICAL ISSUES –

1. The City Council reviewed a request from Arlen Stensby of 37851 County Road 66 asking the City of Crosslake to request Crow Wing County to modify County Ordinance 0601 to prohibit only Class 1 ATV's from operating on County Road 66 from County Road 3 to State Hwy 1. A lengthy discussion ensued regarding the differences between Class 1 and Class 2 ATV's and the intent of the County to limit ATV use on County Road 66. Chief Hartman stated that Class 2 vehicles cannot operate in ditches. Class 2 ATV's are allowed on County Roads 3, 16, and 103 in Crosslake. MOTION 08R2-02-13 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO ASK CROW WING COUNTY TO REVIEW/REVISIT ORDINANCE 0601 AND CONSIDER MODIFYING THE ORDINANCE TO ALLOW CLASS 2 ATV OPERATION ON COUNTY ROAD 66. MOTION CARRIED WITH ALL AYES.

C. CONSENT CALENDAR – MOTION 08R2-03-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY GARY HEACOX TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR EXCLUDING ITEM #9 BILLS FOR APPROVAL AT JON HENKE'S REQUEST: (1.) SPECIAL MEETING MINUTES OF AUGUST 9, 2013; (2.) REGULAR MEETING MINUTES OF AUGUST 12, 2013; (3.) SPECIAL MEETING MINUTES OF AUGUST 16, 2013; (4.) JULY 2013 WASTEWATER TREATMENT DISCHARGE MONITORING REPORT; (5.) LETTER DATED AUGUST 1, 2013 FROM MN DEPARTMENT OF LABOR & INDUSTRY RE: FULL SERVICE SAFETY CONSULTATION SURVEY RESULTS; (6.) INTERNET SERVICES AGREEMENT BETWEEN CROSSLAKE COMMUNICATIONS AND EMILY COOPERATIVE TELEPHONE COMPANY; (7.) EMAIL DATED AUGUST 8, 2013 FROM RICH HOPPE RE: THANK YOU FOR STORM CLEANUP; (8.) EMAIL DATED AUGUST 17, 2013 FROM RICHARD DIETZ RE: MANHATTAN POINT WALKING

I'm a resident and property owner in Crosslake since 1989, reside at 37851 Co. Rd. 66 and own approx. 200 ft. of frontage on Co. Rd. 66, and I have a Class 2 ATV.

I hereby ask that the City of Crosslake request Crow Wing county to modify county ordinance 0601 to only apply to Class 1 ATVs

Arlen Stensby

Key Dates -

May 15, 2006 - Crow Wing county passes ordinance 0601 prohibiting ATV's from operating on Co. Rd. 66 from Co. Rd. 3 on the south to State Hwy #1 on the north.

December 12, 2006 - MN DNR new rules, classifying ATV's as either Class 1 or Class 2 go into effect.

6

Ordinance 601 was drafted and passed at the request of the city of Crosslake, to prevent damage to the ditches on Co. Rd. 66, especially north of Co. Rd. 16.

Crow Wing county ordinance 601 was passed while the state of MN was revising ATV regulations, but before the state's changes went into effect.

Under the new state rules which took effect 6 1/2 months after Crow Wing county passed ordinance 601, Class 2 ATVs were prohibited from driving in ditches. Only Class 1 ATVs were still permitted to drive in ditches.

At that point, only a ban on Class 1 ATV use on Co. Rd. 66 would have been necessary.

Under MN state regulations today, Class 2 ATVs are allowed to operate on county roads, township roads and city streets, but not ditches, except when local rules impose further restrictions.

THIS PORTION OF CO. RD. 66, IS THE ONLY PART OF ANY COUNTY ROAD IN CROW WING COUNTY WITH LOCAL RESTRICTIONS ON ATV USE. All other county roads are governed by state regulations.

The damage to the ditches along Co. Rd. 66 has indeed been eliminated by the current ordinance, but banning Class 2 ATV's has no effect on that, since they are prohibited from driving in the ditches anyway.

Allowing legal use of Class 2 ATV on Co. Rd. 66

- would NOT cause any damage to the ditches on Co. Rd. 66 since state law prohibits operation of Class 2 ATVs in ditches.
- would be in line with the state regulations and their intent as revised in 2006
- would be fair to Crosslake residents who own Class 2 ATVs by allowing their use in a manner deemed safe and practical by state regulation and in a manner allowed on ALL OTHER county roads in Crow Wing county.

(current ordinance)

Section 2: Definitions

2.1 "ATV" or "All Terrain Vehicle", means any vehicle as defined in Minnesota Statute Section 84.92 subdivision (8) as amended.

Section 3: RESTRICTIONS

3.1 Except as provided for in Minnesota Statutes 84.928, Subdivision 1(e) and in Section 4 of this Ordinance, it shall be unlawful for any person to operate an All Terrain Vehicle (ATV) in any County Road Right-of-Way which is closed to use by ATVs as set forth herein:

A. County State Aid Highway 66 from the Junction of County State Aid Highway 3 in the City of Crosslake to the Junction of County State Aid Highway 1 in the City of Manhattan Beach.

(requested changes)

Section 2: Definitions

2.1 "ATV" or "All Terrain Vehicle", means any vehicle as defined in Minnesota Statute Section 84.92 subdivisions (8,9,10) as amended.

Section 3: RESTRICTIONS

3.1 Except as provided for in Minnesota Statutes 84.928, Subdivision 1(e) and in Section 4 of this Ordinance, it shall be unlawful for any person to operate a Class 1 All Terrain Vehicle (ATV) in any County Road Right-of-Way which is closed to use by ATVs as set forth herein:

A. County State Aid Highway 66 from the Junction of County State Aid Highway 3 in the City of Crosslake to the Junction of County State Aid Highway 1 in the City of Manhattan Beach.

(Again note - Class 2 ATVs are prohibited from operating in ditches on all roads in the state already.)

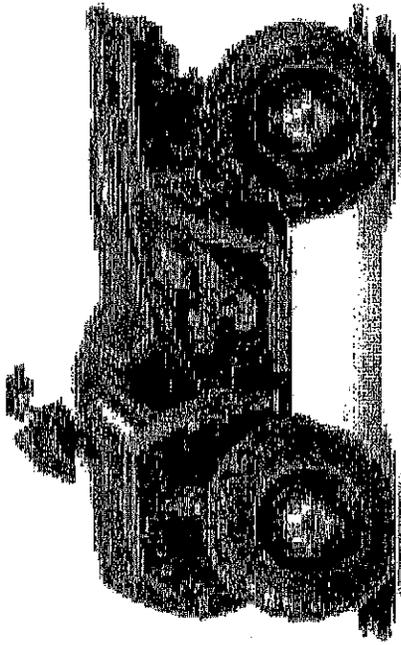
From the 2012-2013 State Regulation booklet for off-highway vehicles.

“Class 2 ATVs may be operated on the shoulder or extreme right side of county or township roads and city streets if not prohibited by the road authority or other local laws”

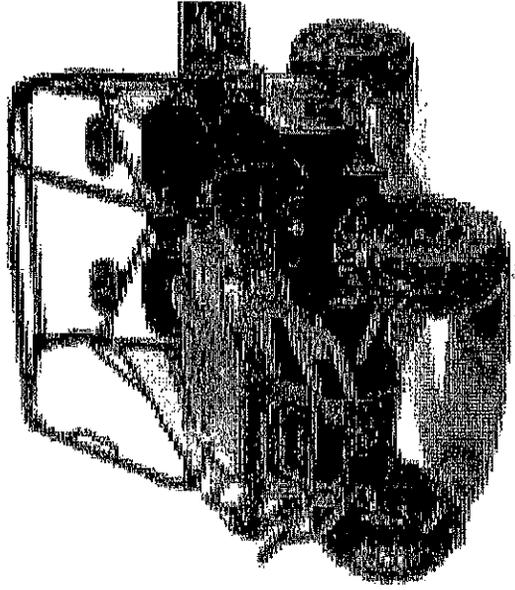
From Page 8 of current MN/DNR ATV regulation booklet-

Examples of Class 1 and Class 2 ATVs - (Polaris 800's)

“Class 1 ATVs are motorized flotation-tired vehicles with at least three but no more than six low pressure tires that have engine displacement of less than 1000 cubic centimeters and total dry weight of less than 1000 pounds.”



“Class 2 ATVs are motorized flotation-tired vehicles with at least three, but no more than six, low pressure tires that have engine displacement of less than 1000 cubic centimeters and total dry weight of 1000 to 1800 pounds.”



City of Little Falls

**ORDINANCE NO. 72
SIXTH SERIES**

E. 2. a.

AN ORDINANCE OF THE CITY OF LITTLE FALLS AMENDING CITY CODE CHAPTER 10, ENTITLED "PUBLIC PROTECTION, CRIMES AND OFFENSES"; BY AMENDING CHAPTER 10.31, ENTITLED "PROCEDURES FOR ENFORCING ADMINISTRATIVE OFFENSES"; AND ADOPTING BY REFERENCE LITTLE FALLS CITY CODE CHAPTER 1, ENTITLED "GENERAL PROVISIONS AND DEFINITIONS APPLICABLE TO THE ENTIRE CITY CODE

THE CITY OF LITTLE FALLS ORDAINS:

SECTION 1. Little Falls City Code, Chapter 10, entitled "Public Protection, Crimes and Offenses", Section 10.31, entitled "Procedures for Enforcing Administrative Offenses", is amended as follows:

10.31: PROCEDURES FOR ENFORCING ADMINISTRATIVE OFFENSES

A. Purpose. The City Council has determined that there is a need for alternative methods of enforcing the City Codes. While criminal fines and penalties have been the most frequent enforcement mechanism, there are certain negative consequences for both the City and the accused. The delay inherent in that system does not ensure prompt resolution. Citizens resent being labeled as criminals for violations of administrative regulations. The higher burden of proof and the potential of incarceration do not appear appropriate for most administrative violations. The criminal process does not always regard City Code violations as being important. Accordingly, the City Council finds the use of administrative citations and the imposition of civil penalties is legitimate and a necessary alternative method of enforcement. This method of enforcement is in addition to any other legal remedy that may be pursued for City Code violations.

B. Alternative Methods of Enforcement. This administrative enforcement procedure seeks to gain compliance with certain provisions of the City Code and serves as an alternate to any formal criminal or civil court action. The administrative hearing process provided for in this Section shall be in addition to any other legal or equitable remedy available to the City for City Code violations, except that if a determination is made by the hearing officer pursuant to the hearing process detailed in this Section that a violation did not occur, the City may not then proceed with criminal prosecution of the same act or conduct.

C. Authority to Issue Order to Correct Letters and Administrative Citations. The following City employees and agents are authorized to issue compliance letters and administrative citations for violations of the City Code:

1. Licensed peace officers of the Little Falls Police Department;
2. City Building Official;
3. City Housing/Rental Housing Inspector;
4. City Engineer;
5. City Zoning Administrator;
6. Fire Chief of the Little Falls Fire Department.

D. Administrative Offenses; Schedules of Fines and Fees.

1. Except as noted herein, a violation of any provision of the City Code is an administrative offense which may be subject to an administrative citation and civil penalties pursuant to this ordinance. Each day a violation exists constitutes a separate offense.

- a. The following offenses shall not be subject to administrative citation:
 - Traffic offenses under Minnesota State Statutes Chapter 169
 - Little Falls City Code Sections 10.10, 10.11(L), 10.12, 10.14, 10.17, and 10.29.
2. An administrative offense may be subject to a civil penalty not exceeding \$2,000.
3. The City Council shall adopt by resolution a schedule of recommended fines for offenses initiated by administrative citation. The City Council is not bound by that schedule when a matter is appealed for administrative review.
4. The City Council may adopt a schedule of fees to be paid to administrative hearing officers.
5. The City Council shall adopt written procedures for administering the administrative citation program.

E. Order to Correct; Administrative Citations. Upon the reasonable belief that an administrative offense has occurred, the City officials listed above shall serve on the violator an order to correct the violation. If compliance is not achieved within the timeline prescribed in the order to correct the violation, the official is authorized to issue an administrative citation. An administrative citation shall be presented in person or by first class mail to the person responsible for the violation. Service shall be deemed complete upon depositing the citation in the United State Mail, properly addressed to last known address of the person to be served and postage prepaid. The citation shall state the following: date, time and nature of the offense, citing the relevant portion of the City Code that was allegedly violated, the amount of the scheduled civil fine, and the manner for paying the fine, a statement that the City Code violation and the amount of the administrative penalty may be contested to be heard before an independent hearing officer by notifying the City Administrator or designated representative in writing within 10 [ten] days of the date of the citation, and a statement that failure to pay the administrative civil penalty may result in it being assessed against the property as provided in Minnesota Statutes Chapter 429.

F. Exceptions to Issuance of Order to Correct Letter. For violations of the following section the City shall not be required to issue a compliance letter and may proceed directly to the issuance of an administrative citation as provided in Section E listed above.

1. Repeat Offender. If the same owner commits a subsequent violation within 12 months after a compliance letter has been issued for the same or similar offense.
2. License Violations. This constitutes any violation of a City Code license requirement including not having a license.
3. Noncriminal Violations of:
 - a. Public nuisance.
 - b. Unlawful deposit of garbage.
 - c. Off road vehicle violations.
 - d. Snowmobile violations.
 - e. Boating violations.
 - f. Animal complaints.
 - g. Barking dog violation.
 - h. Trespassing in a city park
 - i. Skateboards, etc., sidewalks.

4. Property Maintenance Code.
5. Rental Housing Maintenance Code.
6. Erosion and Sediment Control Ordinance.
7. Land Use Code

G. Reasonable Extensions. Following service of the compliance letter, the City shall attempt to work with the owner to resolve the violation, including but not limited to responding to reasonable extensions for compliance.

H. Payment of Penalty and Correction of Violation. If the owner pays the administrative civil penalty and corrects the City Code violation, no further action will be taken against the owner or the owner's real property for that same violation. If payment is made but correction is not accomplished, a subsequent administrative citation may be issued, criminal proceedings may be initiated, or any other proceedings or remedies available in order to enforce correction of the violation. If no payment is made, no correction of the violation is made, and no request for hearing is made in accordance herein, the City may assess the administrative civil penalty against the property owner pursuant to Minnesota Statutes Chapter 429, issue a subsequent administrative citation and commence a new administrative process, initiate criminal proceedings or initiate other enforcement action authorized by law or a combination hereof.

I. Request for Hearing. An owner or occupant may contest the administrative citation and the amount of the fine by requesting a hearing, in writing, within ten [10] days of the date of the citation, to the City Administrator or designated representative.

J. Administrative Hearing Procedure.

1. Hearing Officers. The City Council will periodically approve a list of lawyers, from which the City Administrator will select a Hearing Officer to hear and determine a matter for which the hearing is requested. The person who has requested the hearing has the right to request, no later than fifteen [15] days before the date of the hearing, that the assigned Hearing Officer be removed from the case. One such request for each case will be granted by the City Administrator. A subsequent request must be directed to the assigned Hearing Officer who will decide whether the Hearing Officer can fairly and objectively review the case. If such a finding is made, the Hearing Officer shall remove himself or herself from the case, and the City Administrator shall assign another Hearing Officer. The Hearing Officer is not a judicial officer, but is a public officer as defined by Minnesota Statutes Section 609.415. The Hearing Officer shall not be a current or former employee of the City of Little Falls.

2. Notice of Hearing. Notice of the hearing must be served in person or by first class mail to the person responsible for the violation no less than 20 days in advance of the scheduled hearing, unless a shorter time is accepted by both parties. Service shall be deemed complete upon depositing the Notice of Hearing in the United States Mail, properly addressed to last known address of the person to be served and postage prepaid.

3. Payment for Cost of Hearing. The cost of the hearing shall be borne solely by the non-prevailing party. The City shall provide an estimate of the cost of the hearing at the time of the request for hearing. The City Council has the authority to reduce the non-prevailing party's costs where that party can demonstrate indigency by clear and convincing evidence.

Proof of indigency can be demonstrated by the party's receipt of means tested governmental benefits or a demonstrated lack of assets or current income. Such proof shall be presented to the City Council for determination subsequent to the hearing. However, the Hearing Officer at the time of the hearing shall make specific findings as to whether or not the party is indigent with said findings presented to the City Council. In all cases, where the party requesting the hearing is unable to attend and fails to request a continuance of the hearing at least 48 hours in advance of the scheduled hearing, all costs incurred by the City attributable to the hearing shall be charged to the requesting party.

4. Hearing Procedures. At the hearing, the parties shall have the opportunity to present testimony and question any witnesses, but strict rules of evidence shall not apply. The Hearing officer shall record the hearing and receive testimony and exhibits and the full record of the hearing shall be kept. The Hearing Officer shall receive and give weight to evidence, including hearsay evidence probative value commonly accepted by reasonable and prudent people in the conduct of their affairs.

5. Authority of the Hearing Officer. The Hearing Officer shall determine whether a violation did or did not occur. The Hearing Officer determines that a violation did not occur then the citation shall be dismissed. If the Hearing Officer determines that a violation did occur, then the officer may do any of the following: impose a fine anywhere within or up to, but not exceeding, the maximum penalty for an administrative offense, stay or waive a fine either unconditionally or upon compliance with the appropriate conditions. When imposing a penalty for a violation, the Hearing Officer may consider any or all of the following:

- a. The duration of the violation;
- b. The frequency of recurrence of the violation;
- c. The seriousness of the violation;
- d. The history of the violation;
- e. The violator's conduct after issuance of the notice of hearing;
- f. The good faith effort of the violator to comply;
- g. The economic impact of the penalty on the violator;
- h. The impact of the violation upon the community; and
- i. Any other factors appropriate to just result.

6. Fines for Continuing Violations. The Hearing Officer may exercise discretion to impose a fine for more than one day of a continuing violation but only on a finding that the violation caused a serious threat of harm to the public health, safety or welfare, or the accused intentionally and unreasonably refused to comply with the Code requirement. The Hearing Officer's decision and supporting reasons for continuing violations must be in writing.

7. Decision of the Hearing Officer. The Hearing Officer shall issue a decision in writing to both parties within ten [10] days of the hearing. Any fines or penalties imposed must be paid no later than 30 days of the date of the Hearing Officer's order. If the fine is not paid, the City may assess the civil penalty against the owner's property pursuant to Minnesota Statutes Chapter 429. If the Hearing Officer determines that no violation occurred, the City may not proceed with criminal prosecution for the same act or conduct. The decision of the Hearing Officer is final and may only be appealed to the Minnesota Court of Appeals by petitioning for a writ of certiorari pursuant to Minnesota Statutes Section 606.01.

K. Payment of Fines. Prior to any assessment for unpaid fines, the City shall seek payment of the fines by notifying the owner of the property in writing of the fine imposed.

L. Assessment Procedure. Unpaid fines including an administrative charge of \$25.00 plus interest of the total balance will be assessed pursuant to Minnesota Statutes Chapter 429, against the property of the owner charged with the violation. For uncorrected or continued violations, the City will correct the violation and assess the charges for doing so.

SECTION 2. Little Falls City Code Chapter 1, entitled “General Provisions and Definitions Applicable to the Entire City Code, Including Penalty for Violations”, Section 1.99, entitled “Penalties for Each Offense”, are hereby adopted in their entirety by reference as though repeated verbatim herein are hereby adopted in their entirety by reference as though repeated verbatim herein.

SECTION 3. This Ordinance shall be in full force and effect seven [7] days after its passage and with its publications.

Adopted by the City Council of the City of Little Falls this 16th day of March, 2015, by the following vote:

Voting in favor: Boyum, Hircock, Liljegren, Zylka, Hanfler, Hanson, and Gosiak

Voting against: Knafla [absent]

ATTEST:

Jeremy Hanfler
Council President

Daniel J. Vogt
City Administrator

Approved this 16th day of March, 2015.

(SEAL)

Gregory J. Zylka
Mayor

Publish: March 22, 2015

**ORDINANCE NO. 74
SIXTH SERIES**

AN ORDINANCE AMENDING LITTLE FALLS CITY CODE CHAPTER 10, ENTITLED "PUBLIC PROTECTION, CRIMES AND OFFENSES"; BY ADDING SECTION 10.41, ENTITLED "PROPERTY MAINTENANCE CODE"; AND CITY CODE CHAPTER 5, ENTITLED "CONSTRUCTION LICENSING, PERMITS AND REGULATIONS", BY REPEALING SECTION 5.05, ENTITLED "MAINTENANCE OF EXTERIOR OF ALL STRUCTURES", AND SECTION 5.09, ENTITLED "UNSAFE BUILDINGS"; AND REPEALING SECTION 10.22, ENTITLED "WEEDS OR GRASS ON PRIVATE PROPERTY AND NATURAL LANDSCAPE PLANS", SUBSECTIONS A., B., C., AND D.; AND BY REPEALING SECTION 10.23 ENTITLED "HOUSEHOLD FURNISHINGS, APPLIANCES AND TRADE FIXTURES STORED WITHIN THE CORPORATE LIMITS"; AND BY REPEALING SECTION 10.24 ENTITLED, "ABANDONED, WRECKED VEHICLES"; AND BY REPEALING SECTION 10.26 ENTITLED, "STORAGE OF WOOD"; AND BY REPEALING CITY CODE SECTION 10.34, ENTITLED "ICE AND SNOW ON PUBLIC SIDEWALKS"; AND ADOPTING BY REFERENCE CITY CODE CHAPTER 10, SECTION 10.31, ENTITLED "ADMINISTRATIVE OFFENSES"; LITTLE FALLS CITY CODE CHAPTERS 1.99 AND 10.99, WHICH AMONG OTHER THINGS CONTAINS PROVISIONS AND DEFINITIONS APPLICABLE TO THE ENTIRE CITY CODE

THE CITY OF LITTLE FALLS ORDAINS:

SECTION 1. Little Falls City Code Chapter 10, entitled "Public Protection, Crimes and Offenses", Section 10.41, entitled "Property Maintenance Code", is hereby added as follows:

10.41 PROPERTY MAINTENANCE CODE:

- A. *General*
- B. *Applicability*
- C. *General Definitions*
- D. *Terms, Words and Meanings*
- E. *Code Official for Property Maintenance Inspections*
- F. *Duties and Powers of the Code Official*
- G. *General Requirement*
- H. *Unsafe Structures and Equipment*
- I. *Emergency Measures*
- J. *Demolition*
- K. *Exterior Structure*
- L. *Exterior Property Areas*
- M. *Swimming Pools, Spas and Hot Tubs*
- N. *Nuisances/Junk/Blight*
- O. *Rubbish and Garbage*
- P. *Extermination*
- Q. *Violations*
- R. *Notices and Orders*
- S. *Means of Appeal*
- T. *Abatement*

A. GENERAL:

1. Title: These regulations shall be known as the Property Maintenance Code, hereinafter referred to as "this Code", and the City of Little Falls, Minnesota, hereinafter referred to as "City".

2. Scope: The provisions of this Code shall apply to all existing residential and nonresidential structures and all existing premises, structures, equipment and facilities for light, ventilation, space, heating, sanitation, protection from the elements, life safety, safety from fire and other hazards, and for safe and sanitary maintenance; the responsibility of owners, operators and occupants; the occupancy of existing structures and premises, and for administration, enforcement and penalties.

3. Intent: This Code shall be construed to secure its expressed intent, which is to ensure public health, safety, and welfare in so far as they are affected by the continued occupancy and maintenance of structures and premises. Existing structures and premises that do not comply with these provisions shall be altered or repaired to provide a minimum level of health and safety as required herein.

4. Severability: If a Section, subsection, sentence, clause or phrase of this Code is, for any reason, held to be unconstitutional; such decision shall not affect the validity of the remaining portions of this Code.

B. APPLICABILITY:

1. General: The provisions of this Code shall apply to all matters affecting or relating to structures and premises, as set forth in Section A above. Where, in a specific case, different Sections of this Code specify different requirements, the most restrictive shall govern.

2. Maintenance: Equipment, systems, devices and safeguards required by this Code or a previous regulation or Code under which the structure or premises was constructed, altered or repaired shall be maintained in good working order. No owner, operator or occupant shall cause any service, facility, equipment or utility which is required under this Code to be removed from or shut off from or discontinued for any occupied dwelling, except for such temporary interruption as necessary while repairs or alterations are in progress. The requirements of this Code are not intended to provide the basis for removal or abrogation of fire protection and safety systems and devices in existing structures. Except as otherwise specified herein, the owner or the owner's designated agent shall be responsible for the maintenance of buildings, structures, and premises.

3. Application of Other Codes: Repairs, additions or alterations to a structure, or changes of occupancy, shall be done in accordance with the procedures and provisions of the *Minnesota State Building Code*, *Minnesota State Mechanical, Fuel Gas & Plumbing Code*, and the *National Electrical Code*. Nothing in this Code shall be construed to cancel, modify or set aside any provision of the Land Use Regulations (Zoning) as provided in Chapter 11 of the City Code.

4. Existing Remedies: The provisions in this Code shall not be constructed to abolish or impair existing remedies of the jurisdiction or its officers or agencies relating to the removal or demolition of any structure which is dangerous, unsafe or unsanitary.

5. Workmanship: Repairs, maintenance work, alterations or installations which are caused directly or indirectly by the enforcement of this Code shall be executed and installed in a workmanlike manner and installed in accordance with the manufacturer's installation instructions.

6. Historic Buildings: The provisions of this Code shall not be mandatory for existing buildings or structures designated as historic buildings when such buildings or structures are judged by the Code Official to be safe and in the public interest of health, safety and welfare.

7. **Referenced Codes and Standards:** The Codes and standards referenced in this Code shall be those that are listed in Chapter 5 of the City Code and considered part of the requirements of this Code to the prescribed extent of each such reference. Where differences occur between provisions of this Code and the reference standards, the provisions of this Code shall apply.

8. **Requirements Not Covered by Code:** Requirements necessary for the strength, stability, or proper operation of an existing fixture, structure, or equipment, or for the public safety, health and general welfare, not specifically covered by this Code, shall be determined by the Code Official.

C. **GENERAL DEFINITIONS:** The following words and phrases when used in the Property Maintenance Code shall have the meanings respectively ascribed to them in this Code.

APPROVED: Approved by the Code Official.

BASEMENT: That portion of a building which is partly or completely below grade.

BATHROOM: A room containing plumbing fixtures including a bathtub or shower.

BEDROOM: Any room or space used or intended to be used for sleeping purposes in either a dwelling or sleeping unit.

CODE OFFICIAL: The official who is charged with the administration and enforcement of this Code or any duly authorized representative.

CONDEMN: To adjudge unfit for occupancy.

DWELLING UNIT: A single unit providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.

EASEMENT: That portion of land or property reserved for present or future use by a person or agency other than the legal fee owner[s] of the property. The easement shall be permitted to be for use under, on or above a said lot or lots.

EXTERIOR PROPERTY: The open space on the premises and an adjoining property under the control or owners or operators of such premises.

EXTERMINATION: The control and elimination of insects, rats or other pests by eliminating their harborage places; by removing or making inaccessible materials that serves as their food; by poisoning, spraying, fumigating, trapping or by any other approved pest elimination method.

GARBAGE: The animal or vegetable waste resulting from the handling, preparation, cooking and consumption of food.

GUARD: A building component or a system of building components located at or near the open sides of elevated walking surfaces that minimizes the possibility of a fall from the walking surface to a lower level.

HABITABLE SPACE: Space in a structure used for living, sleeping, eating or cooking. Bathrooms, toilet rooms, closets, halls, storage or utility spaces, and similar areas are not considered habitable spaces.

HOUSEKEEPING UNIT: A room or group of rooms forming a single habitable space equipped and intended to be used for living, sleeping, cooking and eating which does not contain within such a unit a toilet, lavatory and bathtub or shower.

IMMINENT DANGER: A condition which could cause serious or life-threatening injury or death at any time.

INFESTATION: The presence within or contiguous to a structure or premises of insects, rates, vermin or other pests.

INOPERABLE MOTOR VEHICLE: A vehicle which cannot be driven upon the public streets for reason including but not limited to being unlicensed, wrecked, abandoned, in a state of disrepair, on incapable of being moved under its own power.

LABELED: Devices, equipment, appliances, or materials to which has been affixed a label, seal, symbol or other identifying mark of a nationally recognized testing laboratory, inspection agency or other organization concerned with product evaluation that maintains periodic inspection of the production of a the above-labeled items and by whose label the manufacturer attests to compliance with applicable nationally recognized standards.

LET FOR OCCUPANCY OR LET: To permit, provide or offer possession or occupancy of a dwelling, dwelling unit, rooming unit, building, premises or structure by a person who is or is not the legal owner of record thereof, pursuant to a written or unwritten lease, agreement or license, or pursuant to an unrecorded agreement of contract for the sale of land.

OCCUPANCY: The purpose for which a building or portion thereof is utilized or occupied.

OCCUPANT: Any individual living or sleeping in a building, or having possession of a space within a building.

OPENABLE AREA: That part of a window, skylight or door which is available for unobstructed ventilation and which opens directly to the outdoors.

OPERATOR: Any person who has charge, care or control of a structure or premises which is let or offered for occupancy.

OWNER: Any person, agent, operator, firm or corporation having a legal or equitable interest in the property; or recorded in the official records of the state, county or municipality as holding title to the property; or otherwise having control of the property, including the guardian of the estate of any such person, and the executor or administrator of the estate of such person if ordered to take possession of real property by a court.

PERSON: An individual, corporation, partnership or any other group acting as a unit.

PREMISES: A lot, plot or parcel of land, easement or public way, including any structures thereon.

PUBLIC WAY: Any street, alley or similar parcel of land essentially unobstructed from the ground to the sky, which is deeded or otherwise permanently appropriated to the public for public use.

ROOMING HOUSE: A building arranged or occupied for lodging, with or without meals, for compensation and not occupied as a one or two-family dwelling.

ROOMING UNIT: Any room or group of rooms forming a single habitable unit occupied or intended to be occupied for sleeping or living but not for cooking purposes.

RUBBISH: Combustible and noncombustible waste materials, except garbage; the term shall include the residue from the burning of wood, coal, coke and other combustible materials; paper, rages, cartons, boxes, wood, excelsior, rubber, leather, tree branches, yard trimmings, tin cans, metals, mineral matter, glass, crockery and dust and other similar materials.

SLEEPING UNIT: A room or space in which people sleep, which can also include permanent provisions for living, eating and either sanitation or kitchen facilities, but not both. Such rooms and spaces that are also part of a dwelling unit are not sleeping units.

STRICT LIABILITY OFFENSE: An offense in which the prosecution in a legal proceeding is not required to prove criminal intent as a part of its case. It is enough to prove that the defendant either did an act which was prohibited, or failed to do an act which the defendant was legally required to do.

STRUCTURE: That which is built or constructed or a portion thereof.

TENANT: A person, corporation, partnership or group, whether or not the legal owner of record, occupying a building or portion thereof as a unit.

TOILET ROOM: A room containing a water closet or urinal but not a bathtub or shower.

VENTILATION: The natural or mechanical process of supplying conditioned or unconditioned air to, or removing such air from, any space.

WORKMANLIKE: Executed in a skilled manner, e.g. generally plumb, level, square, in line, undamaged and without marring adjacent work.

YARD: An open space on the same lot with a structure.

D. TERMS, WORDS AND MEANINGS:

1. **Scope:** Unless otherwise expressly stated, the following terms shall, for the purposes of this Code, have the meanings shown in this Code.

2. **Interchangeability:** Words stated in the present tense include the future; words stated in the masculine gender include the feminine and neuter; the singular number includes the plural and the plural, the singular.

3. **Terms Defined in Other Codes:** Where terms are not defined in this Code and are defined in the *International Fire Code*, *International Zoning Code*, *Minnesota State Building Code*, *Minnesota State Mechanical, Fuel Gas & Plumbing Code* or the *National Electrical Code*, such terms shall have the meanings ascribed to them as stated in these Codes.

4. **Terms Not Defined:** Where terms are not defined through the methods authorized by this Section, such terms shall have ordinarily accepted meanings such as the context implies.

5. **Parts:** Whenever the words "dwelling unit", "dwelling", "premises", "building", "rooming house", "rooming unit", "housekeeping unit", or "story" are stated in this Code, they shall be construed as though they were followed by the words "or any part thereof".

E. CODE OFFICIAL FOR PROPERTY MAINTENANCE INSPECTIONS:

1. General: The executive official in charge of property maintenance inspection shall be known as the Code Official.
2. Appointment: The Code Official shall be appointed by the City Council.
3. Deputies: In accordance with the prescribed procedures of the City and with the concurrence of the City Council, the Code Official shall have the authority to appoint Deputy Code Officials; other related technical officers, inspectors and other employees as needed.
4. Liability: The Code Official, officer or employees charged with the enforcement of this Code, while acting for the City, shall not thereby be rendered liable personally, and are hereby relieved from all personal liability for any damage accruing to persons or property as a result of an act required or permitted in the discharge of official duties. Any suit instituted against any officer or employee because of an act performed by that officer or employee in the lawful discharge of duties and under the provisions of this Code shall be defended by the legal representative of the jurisdiction until the final termination of the proceedings. The Code Official or any subordinate shall not be liable for costs in an action, suit or proceeding that is instituted in pursuance of the provisions of this Code; and any officer, acting in good faith and without malice with regards to the enforcement of this Code, shall be free from liability for acts performed under any of its provisions or by reason of any act or omission in the performance of official duties in connection therewith.
5. Fees: The fees for activities and services performed in carrying out the responsibilities under this Code shall be as indicated in the fee schedule adopted by the City Council and updated from time to time.

F. DUTIES AND POWERS OF THE CODE OFFICIAL:

1. General: The Code Official shall enforce the provisions of this Code.
2. Implementation Authority: The Code Official shall have authority as necessary in the interest of public health, safety and general welfare; to interpret and implement the provisions of this Code; to secure the intent thereof; and to designate requirements applicable because of local climatic or other conditions. Such rules shall not have the effect of waiving structural or fire performance requirements specifically provided for in this Code, or of violating accepted engineering methods involving public safety.
3. Inspections: The Code Official shall make all of the required inspections, or shall accept reports of inspection by approved agencies or individuals. All reports of such inspections shall be in writing. The Code Official is authorized to engage such expert opinion as deemed necessary to report upon unusual technical issues that arise, subject to the approval of the City Administrator.
4. Right of Entry: The Code Official is authorized to enter the structure or premises at reasonable times to inspect subject to constitutional restrictions on unreasonable searches and seizures. If entry is refused or not obtained, the Code Official is authorized to pursue recourse as provided by law.
5. Identification: The Code Official shall carry proper identification when inspecting structures or premises in the performance of the Official's duties under this Code.

6. Notices and Orders: The Code Official shall issue all necessary notices or orders pursuant to Section R listed below to ensure compliance with this Code.

7. Records: The Code Official shall keep records of all business and activities specified in the provisions of this Code. Such records shall be retained in the official records as long as the building or structure to which such records relate remains in existence, unless otherwise provided for by other regulations.

8. Alternative Materials, Methods and Equipment: The provisions of this Code are not intended to prevent the installation of any material or to prohibit any method of construction not specifically prescribed by this Code, provided that any such alternative has been approved. An alternative material or method of construction shall be approved where the Code Official finds that the proposed design is satisfactory and complies with the intent of the provisions of this Code, and that the alternate material, method or work offered is, for the purpose intended, at least the equivalent of that prescribed in this Code in quality, strength, effectiveness, fire resistance, durability and safety.

9. Required Testing: Whenever there is insufficient evidence of compliance with the provisions of this Code, or evidence that a material or method does not conform to the requirements of this Code, or in order to substantiate claims for alternative materials or methods, the Code Official shall have the authority to require tests to be made as evidence of compliance at no expense to the jurisdiction.

10. Test Methods: Test methods shall be as specified in this Code or by other recognized test standards. In the absence of recognized and accepted test methods, the Code Official shall be permitted to approve appropriate testing procedures performed by an approved agency.

11. Test Reports: Reports of tests shall be retained by the Code Official for the period required for retention of public records.

12. Material and Equipment Reuse: Materials, equipment and devices shall not be reused unless such elements are in good repair or have been reconditioned and tested when necessary, placed in good and proper working condition and approved.

G. GENERAL REQUIREMENTS:

1. Scope: The provisions of this Code shall govern the minimum conditions and the responsibilities of persons for maintenance of structures, equipment and exterior property.

2. Responsibility: The owner of the premises shall maintain the structures and exterior property in compliance with these requirements, except as otherwise provided for in this Code. A person shall not occupy as owner-occupant or permit another person to occupy premises which are not in a sanitary and safe condition and which do not comply with the requirements of this Code. Occupants of a dwelling unit, rooming unit or housekeeping unit are responsible for keeping in a clean, sanitary and safe condition that part of the dwelling unit, rooming unit, housekeeping unit or premises which they occupy and control.

3. Vacant Structures and Land: All vacant structures and premises thereof or vacant land shall be maintained in a clean, safe, secure and sanitary condition as provided herein so as not to cause a blight problem or adversely affect the public health or safety.

H. UNSAFE STRUCTURES AND EQUIPMENT:

1. General: When a structure or equipment is found by the Code Official to be unsafe, or when a structure is found unfit for human occupancy, or is found unlawful, such structure shall be condemned pursuant to the provisions of this Code.

a. Unsafe structures. An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because such structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe or of such faulty construction or unstable foundation, that partial or complete collapse is possible.

b. Unsafe equipment. Unsafe equipment includes any boiler, heating equipment, elevator, moving stairway, electrical wiring or device, flammable liquid containers or other equipment on the premises or within the structure which is in such disrepair or condition that such equipment is a hazard to life, health, property or safety of the public or occupants of the premises or structure.

c. Structure unfit for human occupancy. A structure is unfit for human occupancy whenever the Code Official finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is unsanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by this Code, or because the location of the structure constitutes a hazard to the occupants of the structure or to the public.

d. Unlawful structure. An unlawful structure is one found in whole or in part to be occupied by more persons than permitted under this Code, or was erected, altered or occupied contrary to law.

2. Closing of Vacant Structures: If the structure is vacant and unfit for human habitation and occupancy, and is not in danger of structural collapse, the Code Official is authorized to post a placard of condemnation on the premises and order the structure closed up so as not to be an attractive nuisance. Upon failure of the owner to close up the premises within the time specified in the order, the Code Official shall cause the premises to be closed and secured through any available public agency or by contract or arrangement by private persons and the cost thereof shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate and may be collected by any other legal resource.

3. Notice: Whenever the Code Official has condemned a structure or equipment under the provisions of this Section, notice shall be posted in a conspicuous place in or about the structure affected by such notice and served on the owner or the person or persons responsible for the structure or equipment in accordance with Section R3 of this Code. The notice shall be in the form prescribed in Section R2 of this Code.

4. Placarding: Upon failure of the owner or person responsible to comply with the notice provisions within the time given, the Code Official shall post on the premises or on defective equipment a placard bearing the word "Condemned" and a statement of the penalties provided for occupying the premises, operating the equipment or removing the placard.

a. Placard removal. The Code Official shall remove the condemnation placard whenever the defect or defects upon which the condemnation and placarding action were based have been eliminated. Any person who defaces or removes a condemnation placard without the approval of the Code Official shall be subject to the penalties provided by Section Q of this Code.

5. Prohibited Occupancy: Any occupied structure condemned and placarded by the Code Official shall be vacated as ordered by the Code Official. Any person who shall occupy a placarded premise or shall operate placarded equipment, and any owner or any person responsible for the premises who shall let anyone occupy a placarded premise or operate placarded equipment shall be liable for the penalties provided by Section Q of this Code.

I. EMERGENCY MEASURES:

1. Imminent Danger: When, in the opinion of the Code Official, there is imminent danger of failure or collapse of a building or structure which endangers life, or when any structure or part of a structure has fallen and life is endangered by the occupation of the structure, or when there is actual or potential danger to the building occupants or those in the proximity of any structure because of explosives, explosive fumes or vapors or the presence of toxic fumes, gases or materials, or operation of defective or dangerous equipment, the Code Official is hereby authorized and empowered to order and require the occupants to vacate the premises forthwith. The Code Official shall cause to be posted at each entrance to such structure a notice reading as follows: "This Structure Is Unsafe and Its Occupancy Has Been Prohibited by the Code Official". It shall be unlawful for any person to enter such structure except for the purpose of securing the structure, making the required repairs, removing the hazardous condition or of demolishing the same.

2. Temporary Safeguards: Notwithstanding other provisions of this Code, whenever, in the opinion of the Code Official, there is imminent danger due to an unsafe condition, the Code Official shall order the necessary work to be done, including the boarding up of openings, to render such structure temporarily safe whether or not the legal procedure herein described has been instituted; and shall cause such other action to be taken as the Code Official deems necessary to meet such emergency.

3. Closing Streets: When necessary for public safety, the Code Official shall temporarily close structures and close, or order the authority having jurisdiction to close, sidewalks, streets, public ways and places adjacent to unsafe structures, and prohibit the same from being utilized.

4. Emergency Repairs: For the purposes of this Section, the Code Official shall employ the necessary labor and materials to perform the required work as expeditiously as possible.

5. Costs of Emergency Repairs: Costs incurred in the performance of emergency work shall be paid by the jurisdiction. The legal counsel of the jurisdiction shall institute appropriate action against the owner of the premises where the unsafe structure is or was located for the recovery of such costs.

6. Hearing: Any person ordered to take emergency measures shall comply with such order forthwith. Any affected person shall thereafter, have the right to appeal such order pursuant to Section 10.31 of the City Code.

J. DEMOLITION:

1. General: The Code Official shall order the owner of any premises upon which is located any structure, which in the Code Official's judgment is so old, dilapidated or has become so out of repair as to be dangerous, unsafe, unsanitary or otherwise unfit for human habitation or occupancy, and such that it is unreasonable to repair the structure, to demolish and remove such structure; or if such structure is capable of being made safe by repairs, to repair and make safe

and sanitary or to demolish and remove at the owner's option; or where there has been a cessation of normal construction of any structure for a period of more than two years, to demolish and remove such structure.

2. Notices and Orders: All notices and orders shall comply with Section R of this Code.

3. Failure to Comply: If the owner of a premises fails to comply or appeal under Section 10.31 of the City Code with a demolition order within the time prescribed, the Code Official shall cause the structure to be demolished and removed, either through an available public agency or by contract or arrangement with private persons, and the cost of such demolition and removal shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

4. Salvage Materials: When any structure has been ordered demolished and removed, the governing body or other designated officer under said contract or arrangement aforesaid shall have the right to sell the salvage and valuable materials at the highest price obtainable. The net proceeds of such sale, after deducting the expenses of such demolition and removal, shall be promptly remitted with a report of such sale or transaction, including the items of expense and the amounts deducted, to the person who is entitled thereto, subject to any order of a court. If such a surplus does not remain to be turned over, the report shall so state.

K. EXTERIOR STRUCTURE:

1. General: The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

2. Protective Treatment: All exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences shall be maintained in good condition. Exterior wood surfaces, other than decay resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted. All siding and masonry joints as well as those between the building envelope and the perimeter of windows, doors, and skylights shall be maintained weather resistant and water tight. All metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion and all surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Oxidation stains shall be removed from exterior surfaces. Surfaces designed for stabilization by oxidation are exempt from this requirement.

3. Premises Identification: Buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be a minimum of 4 inches [102 mm] high with a minimum stroke width of 0.5 inch [12.7 mm]. [Cross Reference: City Code Section 11.02 definition of House/Building Numbers.]

4. Structural Members: All structural members shall be maintained free from deterioration, and shall be capable of safely supporting the imposed dead and live loads.

5. Foundation Walls: All foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such condition so as to prevent the entry of rodents and other pests. All foundation walls shall also be kept clear of volunteer trees and brush that is overgrown near the house that could cause damage to the foundation walls.

6. Exterior Walls: All exterior walls shall be free from holes, breaks, and loose or rotting materials; and weather resistant and properly surface coated where required to prevent deterioration.

7. Roofs and Drainage. The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance.

8. Decorative Features: All cornices, belt courses, corbels, terra cotta trim, wall facings and similar decorative features shall be maintained in good repair with proper anchorage and in a safe condition.

9. Overhang Extension: All overhang extensions including, but not limited to canopies, marquees, signs, metal awnings, fire escapes, standpipes and exhaust ducts shall be maintained in good repair and be properly anchored so as to be kept in a sound condition. When required, all exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.

10. Stairways, Decks, Porches and Balconies: Every exterior stairway, deck, porch and balcony, and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed loads.

11. Chimneys and Towers: All chimneys, cooling towers, smoke stacks, and similar appurtenances shall be maintained structurally safe and sound, and in good repair. All exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.

12. Handrails and Guards: Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.

13. Window, Skylight and Door Frames: Every window, skylight, door and frame shall be kept in sound condition, good repair and weather tight.

a. Glazing. All glazing materials shall be maintained free from cracks and holes.

b. Openable windows. Every window, other than a fixed window, shall be easily openable and capable of being held in position by window hardware.

14. Insect Screens: During the period from April 15 to October 31, every door, window and other outside opening required for ventilation of habitable rooms, food preparation areas, food service areas or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored shall be supplied with approved tightly fitting screens of not less than 16 mesh per inch (16 mesh per 25 mm), and every screen door used for insect control shall have a self-closing device in good working condition.

Exception. Screens shall not be required where other approved means such as air curtains or insect repellent fans, are employed

15. Doors: All exterior doors, door assemblies and hardware shall be maintained in good condition, Locks at all entrances to dwelling units and sleeping units shall tightly secure the door. Locks on means of egress doors shall be in accordance with the appropriate Code.

16. **Basement Hatchways:** Every basement hatchway shall be maintained to prevent the entrance of rodents, rain and surface drainage water.

17. **Guards for Basement Windows:** Every basement window that is openable shall be supplied with rodent shields, storm windows or other approved protection against the entry of rodents.

18. **Building Security:** Doors, windows or hatchways for dwelling units, room units or housekeeping units shall be provided with devices designed to provide security for the occupants and property within.

a. **Doors.** Doors providing access to a dwelling unit, rooming unit or housekeeping unit that is rented, leased or let shall be equipped with a deadbolt lock designed to be readily openable from the side from which egress is to be made without the need for keys, special knowledge or effort and shall have a latch throw of not less than 1 inch (25 mm). Such deadbolt locks shall be installed according to the manufacturer's specifications and maintained in good working order. For the purpose of this Section, a sliding bolt shall not be considered an acceptable deadbolt lock.

b. **Windows.** Operable windows located in whole or in part within 6 feet (1828 mm) above ground level or a walking surface below that provides access to a dwelling unit, rooming unit or housekeeping unit that is rented, leased or let shall be equipped with a Window sash locking device.

c. **Basement hatchways.** Basement hatchways that provide access to a dwelling unit, rooming unit or housekeeping unit that is rented, leased or let shall be equipped with devices that secure the units from unauthorized entry.

L. EXTERIOR PROPERTY AREAS:

1. **Sanitation:** All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.

2. **Grading and Drainage:** All premises shall be graded and maintained to prevent the erosion of soil and to prevent the accumulation of stagnant water thereon, or within any structure located thereon. Exception: Approved retention areas and reservoirs.

3. **Sidewalk and Driveways:** All sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair, and maintained free from hazardous conditions. It shall be unlawful for an owner or tenant of the abutting private property to allow ice or snow to remain upon the public sidewalk twenty four (24) hours after such snow or ice has ceased to be deposited.

Upon failure of the owner or agent having charge of a property to clear ice or snow from the public sidewalk after service of a notice of violation, or appeal subject to the provisions of Section 10.31 of the City Code, the owner or agent shall be subject to prosecution or penalty in accordance with Section Q of this Code. Upon failure to comply with or appeal the notice of violation, any duly authorized employee of the jurisdiction or contractor hired by the jurisdiction shall be authorized to enter upon the property in violation and remove such ice and snow thereon, and the costs of such removal shall be paid by the owner or agent responsible for the property.

4. Weeds and Grass: It is unlawful for any owner, occupant or agent of any lot or parcel of land in the City to allow any weeds or grass growing upon any such lot or parcel of land to grow to a greater height than six inches (6"), or to allow such weeds or grass to go to seed, except that grass may be grown for hay; provided, that the hay is mowed and removed by June 15 of the year it is grown. All noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided; however, this term shall not include cultivated flowers and gardens.

Upon failure of the owner or agent having charge of a property to cut and destroy weeds or grass after service of a notice of violation, or appeal subject to the provisions of Section 10.31 of the City Code, the owner or agent shall be subject to prosecution or penalty in accordance with Section Q of this Code. Upon failure to comply with the notice of violation, or appeal subject to the provisions of Section 10.31 of the City Code, any duly authorized employee of the jurisdiction or contractor hired by the jurisdiction shall be authorized to enter upon the property in violation and cut and destroy the weeds or grass growing thereon, and the costs of such removal shall be paid by the owner or agent responsible for the property.

(Natural Landscape Plan. A landowner wishing to maintain property in a natural state may be exempted from the requirements of this Section by submittal of a Natural Landscape Plan and by the following the provisions and conditions set forth for said Plan as identified elsewhere in City Code.)

5. Rodent Harborage: All structures and exterior property shall be kept free from rodent harborage and infestation. Where rodents are found, they shall be promptly exterminated by approved processes which will not be injurious to human health. After extermination, proper precautions shall be taken to eliminate rodent harborage and prevent re-infestation.

6. Exhaust Vents: Pipes, ducts, conductors, fans or blowers shall not discharge gases, steam, vapor, hot air, grease, smoke, odors or other gaseous or particulate wastes directly upon abutting or adjacent public or private property or that of another tenant.

7. Accessory Structures: All accessory structures, including detached garages, fences and walls, shall be maintained structurally sound and in good repair.

8. Abandoned and Wrecked Vehicles:

a. State laws adopted: The provisions of Minnesota Statutes Chapter 168B, as amended, relating to abandoned motor vehicles, is adopted and made a part of this Section as if set out in full herein.

b. Definitions: See Section C of this Code entitled "General Definitions". Additionally, for the purposes of this Section, the following words and terms shall have the meanings herein ascribed to them as follows:

Abandoned vehicle: A "vehicle", as defined in this Section, that has remained for a period of more than four (4) hours on public property illegally, or lacking vital component parts, or has remained for a period of more than four (4) hours on private property without consent of the person in control of such property, or in an inoperable condition such that it has no substantial, potential further use consistent with its usual functions, unless it is kept in an enclosed garage or storage building. It shall include a vehicle which is in a wrecked, junked or partially dismantled condition. It shall also mean a motor vehicle voluntarily surrendered by its owner to the City or a vehicle offered for sale by its owner parked on public property. It shall also include any vehicle which is not properly and/or currently licensed within the state of Minnesota.

Classic or pioneer car: As defined in Minnesota statutes Section 168.10, or its successor, a "classic or pioneer car" shall not be considered an abandoned vehicle.

Vehicle: Every device in, upon or by which any person or property is or may be transported or drawn upon a highway, except devices moved by human power or used exclusively upon stationary rails or tracks.

c. Nuisance Declared: The City Council has determined that abandoned (including vehicles not currently licensed), wrecked, junked, partially dismantled or inoperative vehicles within the City create a public nuisance tending to reduce the value of private property, invite plundering, create fire hazards, attract vermin and constitute a threat to the health and safety of the public. The accumulation and outside storage of such vehicles, in the nature of rubbish, litter and unsightly debris is a detriment to the environment and is hereby declared to constitute a public nuisance which may be abated as provided herein or as provided under any other ordinance of the City or law of the state.

d. Abandonment of Vehicles: No person shall park, store or leave, or permit the parking, storing or leaving of, any abandoned vehicle on public or private property within the City unless:

1. Within a building;
2. Such vehicle is stored or parked on private property in connection with a duly licensed or authorized commercial enterprise operated and conducted pursuant to law when such parking or storing of vehicles is necessary to the operation of said commercial enterprise; or
3. Such vehicle is stored or parked on private property of the owner thereof, or a member of the owner's family, for the purpose of making repairs thereto; provided, that said repair period is not to exceed thirty (30) days, after which time said vehicle shall be deemed to be abandoned.

e. Impoundment of Abandoned Vehicles: The City may take into custody and impound any abandoned vehicle which is in violation of the provisions of Subsection d of this Section. Any person, at the direction of the City Administrator, Police Chief or any other Police Officer of the City is hereby expressly authorized to enter upon private property for the purpose of enforcing this Section.

f. Sale of Abandoned Vehicles:

1. Vehicles over seven years old. When an abandoned vehicle is more than seven (7) model years of age, is lacking vital component parts, and does not display a license plate currently valid in the state, or any other state or foreign country, it shall immediately be eligible for sale at public auction and shall not be subject to the notification and reclamation provisions of Subsection g of this Section.
2. Vehicles seven years old and newer:
 - a. Notice to owner: When an abandoned vehicle does not fall within the provisions of Subsection f 1 of this Section, the City Administrator, Police Chief or a Police Officer of the City shall give notice of the taking into custody of the vehicle pursuant to Minnesota Statutes Section 168B.06 as amended.

b. Public sale of vehicle: An abandoned vehicle taken into custody and not reclaimed under Subsection g of this Section shall be sold to the highest bidder at public auction or sale, following ten (10) days' published notice thereof in the official newspaper of the City.

c. Proceeds of sale: From the proceeds of the sale of the abandoned vehicle, the City shall reimburse itself for the cost of towing, preserving and storing of the vehicle, and all notice, publication and administrative costs incurred pursuant to this Section. Any remainder from the proceeds of a sale shall be held for the owner of the vehicle or entitled lienholder for ninety [90] days and, if not claimed, shall thereafter be deposited in the City treasury.

g. Reclamation of Vehicle: The owner, or any lienholder of an abandoned vehicle, or any person in lawful possession or control of the property upon which said vehicle was abandoned, shall have a right to reclaim said vehicle from the City upon payment of all towing and storage charges resulting from the taking of the vehicle into custody within fifteen [15] days after the date of the notice required by Subsection f 2 of this Section.

9. Defacement of Property: No person shall willfully or wantonly damage, mutilate or deface any exterior surface of any structure or building on any private or public property by placing thereon any marking, carving or graffiti. It shall be the responsibility of the owner to restore said surface to an approved state of maintenance and repair.

10. Household Furnishings, Appliance and Trade Fixtures: It is unlawful for any person to store or keep any household furnishings or appliances or trade fixtures intended for use inside of a building on any property within the corporate limits of the city, unless housed within a lawfully erected building or unless such person has a valid junk dealer's license obtained under section 6.30 of this Code.

11. Storage of Wood:

a. Wood Defined: "Wood" shall include, but not be limited to, firewood and lumber, whether rough, precut construction grade or finished, which is stored or kept on property in the City.

b. Persons Exempt: This section shall not apply to; 1] persons having property on which new construction is taking place and the wood on such property is being used for said construction, unless the said wood has remained on the property for more than six [6] months and is not a permanent part of the new construction at the end of that time; and 2] persons storing or keeping wood on property when said wood is stored or kept in neat and secure stacks in a covered structure impervious to the elements.

c. Conditions of Outside Storage: Wood stored or kept in the city which is not contained within a covered enclosure impervious to the elements shall be stored or kept in neat and secure stacks as follows: there is no minimum width requirement for open stacks under three feet [3'] in height. Any open stacks over three feet [3'] in height shall have a height which is no more than twice its width with a maximum height of nine feet [9']. Stacks shall be no less than five feet [5'] from any side property line on corner lots, thirty feet [30'] from any front property line or any front of a house, whichever is closer, and two feet [2'] from any rear property line or any side property line of interior lots. Grass height around all wood stacks shall be maintained at a maximum height of six inches [6"].

d. Number of Cords: No more than ten (10) cords of wood shall be stored on any residential property.

M. SWIMMING POOLS, SPAS AND HOT TUBS:

1. Swimming Pools. Swimming pools shall be maintained in a clean and sanitary condition and in good repair and shall comply with the provisions contained in City Code Section 5.40.

Exception. Spas or hot tubs with a safety cover that complies with ASTM F 1346 shall be exempt from the provisions of this Section.

N. NUISANCES/JUNK/BLIGHT:

1. Public Nuisance: Whoever by an act or failure to perform a legal duty intentionally maintains a public nuisance may be ordered to abate the nuisance as provided in this Code, and may be charged with a misdemeanor offense or issued an administrative citation. The following acts or omissions shall constitute a public nuisance:

a. Maintains or permits a condition which unreasonably annoys, injures, or endangers the safety, health, morals, comfort, or repose of any considerable number of members of the public.

b. Interferes with, obstructs, or renders dangerous for passage any public highway or right-of-way, or waters used by the public.

c. Willfully opposes or obstructs a health officer or physician charged with the enforcement of the health laws in performing any legal duties.

d. Is guilty of any other act or omission declared by law to be a public nuisance/junk/blight and for which no sentence is specifically provided.

2. Permitting Public Nuisance/Junk/Blight: No person shall permit real property under such person's control to be used to maintain a public nuisance/junk/blight or let the same knowing it will be so sold.

3. Permitting Unhealthful Waste Disposal Systems: No person shall permit or maintain, an offensive, nauseous, hurtful, dangerous or unhealthful outhouse, privy, vault, sewer, or private drain upon said premises or land, or premises or land occupied or used by or under such person's control.

4. Permitting Unhealthful Conditions: No person shall permit, suffer, or maintain or fail to remove any offensive, nauseous, hurtful, dangerous, or unhealthful condition to or for the neighborhood resulting from the failure to properly dispose of sick or unsound flesh, meat, fish, carcass, garbage, sewage, waste, debris, or any other offensive substance, liquid, or thing whatsoever upon said premises or land, or premises or land occupied or used by or under such person's control, or drop, discharge, pass, deposit, or otherwise deliver the same upon any ground, private or public.

5. Fertilizer and Burial of Waste: No person shall leave, deposit, or cause to be placed on any private ground any garbage, sewage, waste, debris, carcass, or other substance or matter which is offensive or unhealthy by decomposition provided, that the use of manure in the normal course for agriculture or horticulture is permitted.

6. Slaughterhouses: No person shall keep or use any slaughterhouse, nor slay, kill, or butcher any animal, except for their own home use, nor melt or fry out any rough tallow, nor keep or have any stale, putrid, or stinking fat, grease or meat. No person shall keep within said City any undressed or dry hides, or offensive, nauseous substance or liquid at any place from

whence the stench thereof may reach the street, avenue, alley, lane, or public land, or to any dwelling. No owner or occupant of any grocery, cellar, packing house, meat shop, soap factory, tannery, brewery, distillery and dye house, stable, or other place of business shall suffer or permit any litter or garbage to be thereon, or swept therefrom upon any street, avenue, lane, or alley. Nor shall any business owner suffer or permit any foul, unclean, nauseous, or offensive liquid or substance to pass from any premises under the owners control adjacent thereto, into, over, or upon any street, avenue, lane, or alley, or open drain, gutter or sewer, or over or upon any private grounds.

7. Septic Tanks: No person shall cause, permit, or maintain any abandoned cesspool or septic tank without it being properly filled.

8. Junk: No person, firm, or corporation of any kind shall permit the accumulation of junk that includes but is not limited to any of the following: waste material, trash, rubbish, refuse, or litter of any kind upon any land or inside or under any building or structure which may provide harborage or breeding places for mosquitoes, vermin, or rats. No person, firm, or corporation of any kind shall permit on a property the accumulation of: batteries; paper; lumber or salvaged wood; boxes or containers; bottles; cans; discarded chemicals; bricks; stones; old or scrap copper, brass, iron, steel, or other metals; old and/or inoperable appliances; tanks; barrels; cages; clothing; pallets; wire/cable; dismantled, abandoned or inoperable vehicles, farm equipment, construction equipment, campers, recreation vehicles, boats, or parts thereof; rope; rags; glass; rubber; construction debris; plumbing fixtures; furniture; brush piles; cut down trees and branches; pulled stumps; leaf piles not in a composting container; or other similar objects and materials which may provide harborage or breeding places for mosquitoes, vermin, or rats. Useful items such as firewood and building materials may be stored in compliance with Section L 11 of this Code provided they are stored in a manner that will not create any danger or threat to public health.

9. Blight: No person, firm, or corporation of any kind shall maintain or permit to be maintained any of these causes of blight or blighting factors upon any property owned, leased, rented, or occupied by such person, firm, or corporation: a] The building, structure, or parcel of land is in a condition which poses a threat to the safety, health, morals, and general welfare of the community; b] It is attracting illegal activity as documented by the Police Department; c] It is a fire hazard as determined by the Fire Department; d] The existence of the following conditions: missing, damaged or boarded windows or doors; collapsing or missing walls or roofs; parts of walls that need repair; damaged or missing siding or gutters; a structurally faulty foundation, porch, chimney, or other attached structure; a principal or accessory buildings in need of repair, paint, or sealer; fencing in disrepair; overgrown brush; grass or weeds in violation of Section L4 listed above; e] Accumulation of junk as defined in this Section; f] Sanitary matter meaning liquid and solid waste intended to be carried off in sewers or drains; g] A structure on the property that has been continuously vacant for at least one year, has been condemned as unfit for human occupancy or use by the Building Official in accordance with the Minnesota Building Code, but has neither been demolished nor repaired by the owner as directed by the Building Official; h] There is evidence of rat or rodent infestation or harborages caused by conditions on the property; i] The property has an inadequate sewage, septic, plumbing, well, or heating system; j] If the property is vacant, the owner has failed to take adequate precautions to prevent the use of or access to the property by trespassers; k] A potential attractive nuisance to children exists on the property, including, but not limited to, abandoned wells, basements, excavations, or broken fences, refrigerators, and other appliances.

10. Unlawful Occupations or Hobbies: No person shall exercise, carry on, follow, or engage in or work at any business, hobby, trade, or calling or occupation which shall be dangerous, hurtful, offensive, or unhealthy to the neighborhood.

11. Deposit of Materials on City Streets Prohibited: No person shall deposit or permit to be deposited on any public street in this City, leaves, grass, sand or similar materials, nor shall any person plow, shovel or blow or permit the plowing, shoveling, or blowing of snow onto a public street in the City, excepting in those commercial districts where property owners have prior permission to deposit snow from the public sidewalk onto a public street. This provision shall not apply to any person who is in the process of constructing or maintaining a yard or drive provided that the materials are immediately removed from the street.

O. RUBBISH AND GARBAGE:

1. Accumulation of Rubbish or Garbage: All exterior property and premises, and the interior of every structure, shall be free from any accumulation of rubbish or garbage.

2. Disposal of Rubbish: Every occupant of a structure shall dispose of all rubbish in a clean and sanitary manner.

3. Rubbish Storage Facilities: The owner of every occupied premise shall provide approved covered containers for rubbish, and the owner of the premises shall be responsible for the removal of rubbish.

4. Refrigerators: Refrigerators and similar equipment not in operation shall not be discarded, abandoned or stored on premises without first removing the doors.

5. Disposal of Garbage: Every occupant of a structure shall dispose of garbage in a clean and sanitary manner by placing such garbage in an approved garbage disposal facility or approved garbage containers.

6. Garbage Facilities: The owner of every dwelling shall supply one of the following: an approved mechanical food waste grinder in each dwelling unit; or an approved leak proof, covered, outside garbage container.

7. Garbage Containers: The owner of every establishment which produces garbage shall provide, and at all times cause to be utilized, approved leak proof containers for the storage of such materials until removed from the premises for disposal. The owner of every one and two family dwelling units shall comply with the City's garbage and recycling program and the owner of the premises shall be responsible for the removal of garbage. The owner of every establishment with more than two [2] dwelling units shall provide adequate containers with close fitting covers for the storage of garbage until removed from the premises for disposal.

P. EXTERMINATION:

1. Infestation: Infestation. All structures shall be kept free from insect and rodent infestation. All structures in which insects or rodents are found shall be promptly exterminated by approved processes that will not be injurious to human health. After extermination, proper precautions shall be taken to prevent re-infestation.

2. Owner: The owner of any structure shall be responsible for extermination within the structure prior to renting or leasing the structure.

3. Single Occupant: The occupant of a one-family dwelling or of a single-tenant nonresidential structure shall be responsible for extermination on the premises.

4. Multiple Occupancy: The owner of a structure containing two [2] or more dwelling units, a multiple occupancy, a rooming house or a nonresidential structure shall be responsible for extermination in the public or shared areas of the structure and exterior property. If infestation is caused by failure of an occupant to prevent such infestation in the area occupied, the occupant shall be responsible for extermination.

5. Occupant: The occupant of any structure shall be responsible for the continued rodent and pest-free condition of the structure.

Exception: Where the infestations are caused by defects in the structure, the owner shall be responsible for extermination.

Q. VIOLATIONS:

1. Unlawful Acts: It shall be unlawful for a person, firm or corporation to be in conflict with or in violation of any of the provisions of this Code.

2. Notice of Violation: The Code Official shall serve a notice of violation or order in accordance with Section R listed below.

3. Prosecution of Violation: Any person failing to comply with a notice of violation or order served in accordance with Section R shall be subject to: administrative citation per section 10.31 of the City Code; a misdemeanor per section 1.99 of the City Code; or civil actions at law or in equity as determined by the Code Official, and the violation shall be deemed a strict liability offense. If the notice of violation is not complied with, the Code Official shall institute the appropriate proceeding restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the structure in violation of the provisions of this Code or of the order or direction made pursuant thereto. The costs associated with any action taken by the City on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

4. Violation Penalties: Each day that a violation continues after due notice has been served shall be deemed a separate offense.

5. Abatement of Violation: The imposition of the penalties herein prescribed shall not preclude the City from instituting appropriate action to restrain, correct or abate a violation, or to prevent illegal occupancy of a building, structure or premises, or to stop an illegal act, conduct, utilization of the building, structure or premises.

R. NOTICES AND ORDER:

1. Notice to Person Responsible: Whenever the Code Official determines that there has been a violation of this Code or has grounds to believe that a violation has occurred, notice shall be given in the manner prescribed below to the person responsible for the violation as specified in this Code. Notices for condemnation procedures shall also comply with Section S listed below.

2. Form: Such notice prescribed in Section R 1 above shall be in accordance with all of the following:

- a. Be in writing.

- b. Include a description of the real estate sufficient for identification.
 - c. Include a statement of the violation or violations and why the notice is being issued.
 - d. Include a correction order allowing a reasonable time to make the repairs and improvements required to bring the dwelling unit or structure into compliance with the provisions of this Code.
 - e. Inform the property owner of the right to appeal.
 - f. Include a statement of the right to file a lien in accordance with Section Q 3 listed above.
3. Method of Service. Such notice shall be deemed to be properly served if a copy thereof is:
- a. Delivered personally; or
 - b. Sent by certified or first-class mail addressed to the last known address; or
 - c. If the notice is returned showing that the letter was not delivered, a copy thereof shall be posted in a conspicuous place in or about the structure affected by such notice.
4. Penalties: Penalties for noncompliance with orders and notices shall be as set forth in Section Q listed above.
5. Transfer of Ownership: It shall be unlawful for the owner of any dwelling unit or structure who has received a compliance order or upon whom a notice of violation has been served to sell, transfer, mortgage, lease or otherwise dispose of such dwelling unit or structure to another until the provisions of the compliance order or notice of violation have been complied with, or until such owner shall first furnish the grantee, transferee, mortgagee or lessee a true copy of any compliance order or notice of violation issued by the Code Official and shall furnish to the Code Official a signed and notarized statement from the grantee, transferee, mortgagee or lessee, acknowledging the receipt of such compliance order or notice of violation and fully accepting the responsibility without condition for making the corrections or repairs required by such compliance order or notice of violation.

S. MEANS OF APPEAL: Any person directly affected by a decision of the Code Official or a notice or order issued under this Code shall have the right to appeal pursuant to Section 10.31 of the City Code, provided that a written application for appeal is filed within 10 days after the day the decision, notice or order was served. An application for appeal shall be based on a claim that the true intent of this Code or the rules legally adopted thereunder have been incorrectly interpreted or applied, the provisions of this Code do not fully apply, or the requirements of this Code are adequately satisfied by other means.

T. ABATEMENT PROCESS:

1. Abatement Process:
 - a. Declaration of Policy: The City Council of the City of Little Falls has determined that the health, safety, good order, general welfare, and convenience of the public are threatened by certain public nuisances on property within the City limits. It is declared to be the intention of the Council to abate these nuisances, and this Section is enacted for that purpose.

b. Application: This Section shall apply to the abatement of all public nuisances, junk and blight as defined anywhere within this Code unless another procedure is specifically provided.

c. Periodic Inspection and Investigation: The Code Official, Building Official, Police Department personnel or any other duly authorized representative with all due just cause, shall cause to be inspected all public and private places in the City within plain view which might contain a public nuisance as defined in this Code as often as practicable to determine whether any such conditions exist. The Code Official, Building Official, Police Department personnel or any duly authorized representative shall also investigate all reports of public nuisances located within the City.

d. Abatement of Nuisances. Upon a determination by the Code Official, Building Official, Police Department personnel or any authorized representative that a public nuisance exists within plain view on any public or private property in the City, the Code Official, Building Official, Police Department personnel or any authorized representative shall order the public nuisance to be abated in a manner consistent with City Code.

e. Procedure for Removal of Public Nuisances:

1. Whenever the Code Official, Building Official, Police Department personnel or any authorized representative finds with reasonable certainty that a public nuisance as identified by this Code exists within plain view on any public or private property in the City, the duly authorized official shall notify the affected property owner by posting notice in a conspicuous location on the property, or by first-class mail addressed to the last known address that the public nuisance must be abated within a reasonable period of time, not more than fourteen [14] days from the date of service of the notice. Service by first-class mail shall be deemed complete upon mailing. The order shall state with specificity the nature of the violations and the requirements for compliance. The order shall also state that the property owner may appeal the order, within ten [10] days of the date of the order and request a hearing pursuant to Section 10.31 of the City Code. The order shall also state that failure to abate the public nuisance or request a hearing within the applicable time periods will result in summary abatement procedures, and that the cost of abatement will be assessed against the subject property. Upon expiration of the time required by the notice, the Code Official, Building Official, Police Department personnel or any authorized representative may abate the nuisance unless a request for a hearing has been timely filed.

2. Any property owner who feels aggrieved by an order of the Code Official, Building Official, Police Department personnel or any authorized representative issued pursuant to this Code may appeal the order pursuant to Section 10.31 of the City Code.

3. The Code Official, Building Official, Police Department personnel or any authorized representative shall keep a record of the costs of abatements done under this Section and shall report periodically to the Finance Officer or other appropriate officer all work done for which assessments are to be made, stating and certifying the description of the land, lots or parcels involved and the amount assessable to each.

4. On or before October 1 of each year, the Finance Officer shall list the total unpaid charges for each abatement made under this Code against each separate lot or parcel to which they are attributable. The City Council may then spread the charges or any portion thereof against the property involved as a special assessment under other pertinent statutes, for certification to the County Auditor and collection the following year along with current taxes.

Ordinance No. 74
Sixth Series, page twenty-two

Such assessment shall be payable in no more than ten [10] equal annual installments, pursuant to Minnesota Statutes, Section 429.01, Subdivision 2.

5. Interference Prohibited. It is a misdemeanor for any person to prevent, delay, or interferes with the Code Official, Building Official, Police Department personnel or any authorized representative while they are engaged in the performance of duties set forth in this Code.

SECTION 2. Little Falls City Code Chapter 5 entitled "Construction Licensing, Permits and Regulations", Section 5.05 entitled "Maintenance of Exterior of All Structures", is hereby deleted is hereby deleted in its entirety.

SECTION 3. Little Falls City Code Chapter 5 entitled "Construction Licensing, Permits and Regulations", Section 5.09 entitled "Unsafe Buildings", is hereby deleted in its entirety.

SECTION 4. Little Falls City Code Chapter 10 entitled "Public Protection, Crimes and Offenses", Section 10.22 entitled "Weeds of Grass on Private Property and Natural Landscape Plans", Subsections A., B., C., and D. are hereby deleted in its entirety.

SECTION 5. Little Falls City Code Chapter 10 entitled "Public Protection, Crimes and Offenses", Section 10.23 entitled "Household Furnishings, Appliances and Trade Fixtures Stored within the Corporate Limits", is hereby deleted in its entirety.

SECTION 6. Little Falls City Code Chapter 10 entitled "Public Protection, Crimes and Offenses", Section 10.24 entitled "Abandoned, Wrecked Vehicles", is hereby deleted in its entirety.

SECTION 7. Little Falls City Code Chapter 10 entitled "Public Protection, Crimes and Offenses", Section 10.26 entitled "Storage of Wood", is hereby deleted in its entirety.

SECTION 8. Little Falls City Code Chapter 10 entitled "Public Protection, Crimes and Offenses", Section 10.34 entitled "Ice and Snow on Public Sidewalks", is hereby deleted in its entirety.

SECTION 9. Little Falls City Code Chapter 1, entitled "General Provisions and Definitions Applicable to the Entire City Code, Including Penalty for Violations", Section 1.99, entitled "Penalties for Each Offense", and City Code Chapter, entitled "Public Protection, Crimes and Offenses", Section 10.31, entitled "Administrative Offenses", are hereby adopted in their entirety by reference as though repeated verbatim herein are hereby adopted in their entirety by reference as though repeated verbatim herein.

SECTION 10. This Ordinance shall be in full force and effect seven [7] days after its passage and with its publications.

Adopted by the City Council of the City of Little Falls this 4th day of May, 2015, by the following vote:

Voting in favor: Boyum, Hircock, Liljegren, Zylka, Hanfler, Hanson, Gosiak and Knafla

Voting against: none

Jeremy Hanfler
Council President

Ordinance No. 74
Sixth Series, page twenty-three

ATTEST:

Daniel J. Vogt
City Administrator

Approved this 4th day of May, 2015.

(SEAL)

Gregory J. Zylka
Mayor

Publish: May 10, 2015

E.Z.C.

City of Crosslake

From: "Mic Tchida" <micndi@crosslake.net>
Date: Monday, June 29, 2015 12:16 PM
To: <roetreat@crosslake.net>; <bradleybnelson@icloud.com>; <dschrupp@crosslake.net>; <wessels@crosslake.net>
Cc: <cityclerk@crosslake.net>
Subject: "City yard maintenance ordinance"

Mr. Mayor and Members of the City Council:

My name is Diane Tchida and I live at 12226 Manhattan Pt. Blvd. I understand that you are in the process of reviewing and revising the city yard maintenance ordinance. In doing so, I am asking you, Mr. Mayor and Members of the Council, to include in the ordinance the mandatory disposal of leaves from residences' yards, to prohibit dumping on undeveloped lots, and to not allow brush piles, log piles, fallen trees, and leaf piles in city limits. Firewood needs to be neatly stacked, not piled. Secondly, I ask you to take the necessary measures to make sure that this ordinance is enforced.

On May 5th, with very dry conditions and strong winds, the second fire within a few days broke out on Manhattan Point in the yard next door. There was 4 years of accumulated leaves on the property. Within a few minutes, the entire front yard was engulfed in flames. The fire spread across the driveway and started a small shed on fire. It destroyed 18 young trees. The cedar privacy fence that was within a few feet of the neighbors house on the other side caught on fire. A few minutes longer and her houses would have burned. Under these conditions, if her house would have caught on fire, how many more houses would have been in serious danger on the point?

Thankfully, my husband happened to be outside at the time the fire broke out and he called 911 immediately. Fortunately, our yard and the neighbor's yard on the other side were clean and provided a fire barrier. Thankfully, we were home and able to grab a hose to get the fire under control that was approaching our house and garage. Fortunately, we got our fishing boat, with 20 gallons of gas in the tank, away from being close to the property line, and fortunately, the 2 gas cans that were sitting in all of the leaves next to the neighbor's shed that caught on fire, were empty. We ended up with close to \$2000 of smoke damage in our garage.

For many years, it has been a common practice on the point to dump leaves, pine needles, and brush in wooded areas and undeveloped lots. Many residents do not clean the leaves, fallen trees, and brush from their yards. No one wants to complain about this because everyone wants to get along with their neighbors.

The point is a beautiful wooded area with an "Up North" feel. It also is a heavily populated area within city limits. The point can only be entered from one direction. We were lucky on May 5th. It is inevitable that we will have another dry spell, we will have more fire incidents in the future. We owe it to our citizens on the point, to our visitors, to Camp Knutson, and to our volunteer fire department, to make sure that the next incident doesn't turn into a major disaster!

Sincerely,
Diane and Michael Tchida

6/30/2015

E.3.

Memo To: City Council

From: Chief Lohmiller

Date: July 9, 2015

Subject: Staffing



The Crosslake Fire Department has 20 members as of July 13, 2015. We are approved by the Council to have up to 28 members. We have tried to recruit members over the past few years and have been unsuccessful.

At this time we have 3 Firefighters from other departments that are EMS certified as well as NFPA 1001 FF I, FF II, and Hazmat certified that work during the day in the Crosslake area.

With the minimum staffing during day calls I would like to offer positions on the Crosslake Fire Department to these Firefighters that work in our Fire District.

These Firefighters will have two options to become members of the Crosslake Fire Department.

- 1) Full Membership: Must meet all required Training and Percentages listed in Policy Manual to be a part of the Crosslake Firefighters Relief Association.**
- 2) Day Shift Duty Membership: Must make 20 % of all Day Fire calls and 1 Department Training a Month to be in good standing. Must also maintain 24 hours of training between both Departments. Will not be a part of the Crosslake Firefighters Relief Association.**

F.I.A.

MONTHLY PLANNING & ZONING STATISTICS - CROSSLAKE

PERMITS	2015		2014	
	June-2015	Year-to-Date 2015	June-2014	Year-to-Date 2014
Time Period				
PERMIT TYPE				
New Construction(dwlg)	2	9	4	11
Septic - New	1	2	2	8
Septic Upgrades	2	8	1	3
Porch / Deck	1	7	5	14
Additions	0	6	4	14
Landscape Alterations	7	23	6	21
Access. Structures	3	13	13	22
Demo/Move	1	1	4	8
Signs	0	3	0	1
Fences	1	2	0	3
E911 Addresses Assigned	0	1	2	4
Total Permits	18	75	41	109

ENFORCEMENT / COMPLAINTS	YTD Complaints	YTD Closed Complaints	YTD Complaints	YTD Closed Complaints
Enforcement	7	5	5	4

CUSTOMER SERVICE STATISTICS	2015		2014	
	June-2015	Year-to-Date 2015	June-2014	Year-to-Date 2014
Time Period				
Activity				
Counter	54	435	159	563
Phone	76	675	447	1082
Email	24	262	92	477
Total	154	1372	698	2122

Call For Service	17	42	14	47
Shoreland Rapid Assessment Completed (Buffer)	4	8	1	5
Stormwater Plans Submitted	7	25	1	12
Total LSS Site Visits	81	320	44	94

COMPLIANCE SEPTIC STATISTICS	Year-To-Date Received	Year-To-Date Failed 2015	Year-To-Date Received	Year-To-Date Failed 2014
Total Septic Compliance Inspections	16	3	21	2
		93.8%		95.2%

PUBLIC HEARINGS	2015		2014	
	June-2015	Year-to-Date 2015	June-2014	Year-to-Date 2014
Public Hearings				
DRT	2	13	8	10
Variance	2	7	3	9
CUP/IUP	0	1	0	2
Land Use Map	0	0	0	0
Subdivisions (Metes & Bounds; Preliminary; Final)	1	3	0	2
Consolidations/Lot Line Adjustments	0	4	Not Available	Not Available

F.
1.
b.

Kirk Schnitker
120294100CA0009

Kolstad read the request into the record. Schnitker stated process and considerations of coming to his preliminary design. Herzog verified all ordinance requirements met. Kuker questioned Crosslake Rolloff's possible ingress/egress off of the proposed Addi Lane and the possibility of condemning the current county access. Pence explained runoff control. Schnitker stated fill would have elevated Crosslake Rolloff's drainage problem on their parcel. To help Crosslake Rolloff's drainage issue a pond on the north side of proposed Addi Lane would hold the 33' road runoff in a 21' pond. Schnitker and Crosslake Rolloff has had discussions pertaining to the drainage needs. Herzog opened the public hearing. Bill Forsythe owner of the property to the south has a resident and business on his parcel. He stated his concern about trees, signage, and the proposed berm on County Rd 3. Schnitker responded that the future owners of the subdivided parcel would handle the need for a berm and any tree issues. Kolstad explained the landscaping, screening, and parking requirements would be handled during the permit process and that the county requested the removal of the existing driveway onto County Road 3 to be removed and future access to be from proposed Addi Lane. Pence summarized Article 28 Landscaping, Screening, and Lighting Standards of the ordinance. Forsythe is a member of the Crosslake Economic Development board and they would like to see signage promoting a business park not a storage park. Schnitker and Forsythe has had discussions as to a business park promotion and higher pricing of the subdivided parcel to encourage business owner purchases versus storage owners who would be looking for more reasonable property pricing. Herzog asked if there was anyone else wishing to step up before he closed the public hearing. Discussion among the board members pursued. Kuker agreed with the need for a monument at the entry for all of the future businesses with an easement in place for the location. Schnitker indicated he would like to install one along with landscaping and would need to work with the city staff according to the ordinance guidelines. Person, city attorney, explained the ordinance and the process needed to install such signage. No other questions or concerns were brought up.

June 26, 2015 Action:

Motion by Kuker; supported by Lafon to approve a recommendation to the city council for:

- 1. The preliminary plat of Whitefish Business Park consisting of 5 tracts involving 4.53 acres**

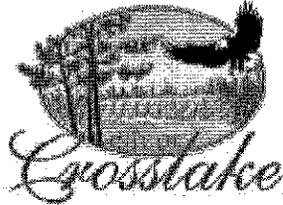
Per the findings of fact as discussed, the on-sites conducted on 6-25-15 and shown on the certificate of survey received at the Planning & Zoning office dated 5-18-15 located in Part of the East ½ of the NE ¼-SE1/4, Section 29, Crosslake, MN 56442

Conditions:

- 1. Engineered approved road and runoff details and stormwater plan**

Findings: See attached

All members voting "Aye", Motion carried.



City of Crosslake

Planning Commission/Board of Adjustment

Summary of Record

Kirk & Michele Schnitker – Part of the east half of the NE ½-SE1/4, 120294100CA0009, at 34309 County Road 3, Crosslake, MN 56442

Request:

- Approve the preliminary plat of Whitefish Business Park consisting of 5 tracts involving 4.53 acres

Chronology of events:

- October 14, 2015 – Development Review Team Meeting
- May 19, 2015 – Application submitted
- June 4, 2015 – Notices sent out
- June 9, 2015 – Published in local newspaper
- June 25, 2015– Planning Commission/Board of Adjust on-site
- June 26, 2015 – Planning Commission/Board of Adjust meeting – Decision made to recommend approval for the preliminary plat of the Whitefish Business Park
- July 13, 2015 - Crosslake City Council Meeting -Decision to approve the preliminary plat of the Whitefish Business Park of parcel 120294100CA0009 involving 4.53 acres

Packet Information:

- Meeting Decision
- Publication
- Public Hearing Notice
- Staff Report
- Subdivisions Application
- Title Opinion
- Development Review Team Minutes
- June 26, 2015 Planning Commission/Board of Adjust Minutes & Findings
- Submitted Preliminary Plat/Stormwater Plan/Culvert Design/Site Suitability Forms

Correspondence:

- June 3, 2015 – Recommendation from Crosslake Parks, Recreation & Library
- June 10, 2015 – Comments from Crow Wing County Highway Department

FINDINGS OF FACT

SUPPORTING/DENYING A PRELIMINARY PLAT

Findings should be made in either recommending for or against a preliminary plat, and should reference Chapter 44 of the City Subdivision Ordinance. The following questions are to be considered, but are not limited to:

1. Does the proposed plat conform to the City's Comprehensive Plan?
Yes No
 - **Crosslake encourages commercial development and allows for expansion of commercial building**
 - **Economic Development Association supports further commercial development**
 - **Stormwater runoff being addressed with neighboring parcel**

2. Is the proposal consistent with the existing City Subdivision Ordinance? Specify the applicable sections of the ordinance.
Yes No
 - **Land subdivision must be accomplished in a manner that contributes to an attractive, orderly stable and wholesome community environment with adequate public services and safe streets. All land subdivisions, including plats, shall fully comply with the regulations in this chapter and as may be addressed in other chapters of this Code. (Sec. 44.1)**
 - **Sec. 26-378 – Limited Commercial district setback, lot size and lot width are being met**
 - **SSTS, road runoff, stormwater drainage, well, and wetland delineation plans submitted**

3. Are there any other standards, rules or requirements that this plat must meet?
Yes No Specify other required standards.
 - **Appropriate access approved by Crow Wing County Highway Department**
 - **Signage must be approved by the City of Crosslake's staff**

4. Is the proposed plat compatible with the present land uses in the area of the proposal?
Yes No Zoning District Limited Commercial
 - **Surrounding parcels have similar use with ordinance requirements met as noted during the June 25, 2015 Planning Commission/Board of Adjustment on-site**

5. Does the plat conform to all applicable performance standards in Article 2 of the Subdivision Ordinance? Yes No
 - **Staff reviewed submittal to validate compliance with all aspects of the ordinance**

6. How are the potential environmental impacts being resolved? (Does the plat meet City Standards?)

- **Stormwater will be engineered to keep all runoff on proposed plat location during and after construction**
- **Erosion /Sediment Control is required as part of the stormwater plan**
- **Wetlands delineation complete and indicates no wetlands on proposed plat**
- **Floodplain is not an issue on the proposed plat**
- **Shoreland is not within the proposed plat**
- **Septic Systems - two site suitability forms submitted for each proposed new tract**

7. Have the potential public health, safety or traffic generation impacts been addressed?
Yes No

- **Remove existing approach on County Road 3 and relocate to proposed Addi Lane**

8. Other issues pertinent to this matter.

Decision: Motion by Kuker; supported by Lafon to recommend to the Crosslake City Council the approval of the preliminary plat of Whitefish Business Park of parcel 120294100CA0009 consisting of 5 tracts involving 4.53 acres located in Part of the East ½ of the NE ¼-SE1/4, Section 29, Crosslake, MN 56442

Per the findings of fact as discussed, the on-sites conducted on 6-25-15 and shown on the certificate of survey received at the Planning & Zoning office dated 5-18-15

Conditions:

1. **Engineered approved road and runoff details and stormwater plan**

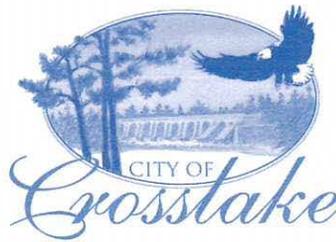
Findings: As listed above

All members voting "Aye", Motion carried

Date: 7-24-15

Signature: _____
Chairman

City Hall: 218-692-2688
Planning & Zoning: 218-692-2689
Fax: 218-692-2687



37028 County Road 66
Crosslake, Minnesota 56442
www.cityofcrosslake.org

CITY OF CROSSLAKE

PLANNING COMMISSION/BOARD OF ADJUSTMENT

June 26, 2015

9:00 A.M.

Crosslake City Hall
37028 County Road 66, Crosslake MN 56442
(218) 692-2689

PUBLIC HEARING NOTICE

Applicant: Kirk Schnitker

Site Location: 34309 County Road 3, Crosslake, MN

Request:

- Preliminary Plat of Whitefish Business Park

To:

- Subdivide parcel #120294100CA0009 involving 5 tracts involving 4.53 acres

Notification: Pursuant to Minnesota Statutes Chapter 462 and the City of Crosslake Zoning Ordinance, you are hereby notified of a public hearing before the City of Crosslake Planning Commission/Board of Adjustment. Property owners have been notified according to MN State Statute 462 and has been published in the Northland Press. Please share this notice with any of your neighbors who may not have been notified by mail.

Information: Copies of the application and all maps, diagrams or documents are available at Crosslake City Hall or by contacting the Crosslake Planning & Zoning staff at 218-692-2689. Please submit your comments in writing including your name and mailing address to Crosslake City Hall or (crosslakepz@crosslake.net).



STAFF REPORT

Property Owner/Applicant: Kirk Schnitker

Parcel Number(s): 120294100CA0009

Application Submitted: May 14, 2015

Action Deadline: July 13, 2015

60 Day Extension Letter sent: N/A

City Council Date: July 13, 2015

Authorized Agent: N/A

Request: To subdivide parcel #120294100CA0009 involving 5 tracts involving 4.53 acres

Current Zoning: Limited Commercial

Adjacent Land Use/Zoning:

North – Limited Commercial

South – Limited Commercial

East – Limited Commercial

West – Rural Residential 5

Development Review Team Minutes held on October 14, 2015:

- Property is located at 34309 County Road 3 and has a road setback of 35 feet with a 20' lot line setback
- The proposed new two parcels to be 21,658 sf (.50 Acres) each
- A compliance inspection has been submitted and compliant dated May 13, 2013. System was installed October 1988, by Wannebo Excavating
- Parcel is located on a county road; Mark Melby requests that standards, setbacks, and stormwater management plan (1" rainfall) be met
- 33' Easement – road proposed to be 2 different sizes and in the future the first part to be rescinded to the city and the remaining part to stay as an easement for two parcels
- Easement road requirements to be discussed with Ted Strand, Public Works Director, for possible partial rescind to city
- Record and update title before continuing to do preliminary plat process for additional parcel splits

Property owner was informed that before they could be placed on a public hearing agenda the following information is required:

1. A certificate of survey meeting the requirements outlined in Article 16, Sec. 26-439 of the City Land Use Ordinance and Chapter 44 of the Code of Ordinance of the City of Crosslake
2. The easement exhibit for ingress/egress to the property
3. A septic site suitability for each new parcel
4. A complete Subdivision application
5. The public hearing fee per the application

Parcel History:

- May 1983 – Permit for a 7x16 porch
- August 1987 – Permit to install septic
- December 2014 – Metes & Bounds

City Ordinance:

Land subdivision must be accomplished in a manner that contributes to an attractive, orderly, stable and wholesome community environment with adequate public services and safe streets. All land subdivisions, including plats, shall fully comply with the regulations in this chapter and as may be addressed in other chapters of this Code. (Sec. 44.1)

City Community Plan:

Continue to guide residential growth in an orderly and compact manner so that new developments can be effectively served by public improvements and that the character and quality of the City's existing neighborhoods can be maintained and enhanced. Encourage well-designed residential subdivisions at urban densities in the planned growth areas of the City. Locate higher density residential developments in areas adjacent to moderate density developments and outside of the shoreland district.

Agencies Notified and Responses Received:

County Highway: Comments were received 6-10-15

DNR: N/A

City Engineer: No comments were received as of 6-19-15

City Attorney:

Lake Association: N/A

Crosslake Public Works: No comments were received as of 6-19-15

Crosslake Park, Recreation & Library: Comments were received 6-4-15

Concerned Parties: No comments were received as of 6-19-15

POSSIBLE MOTION:

To make a recommendation to the Crosslake City Council to approve/table/deny the subdivision of parcel #120294100CA0009 involving 5 tracts involving 4.53 acres located in part of the east ½ of the NE ¼-SE ¼, Sec 29, City of Crosslake

OWNER & DEVELOPER

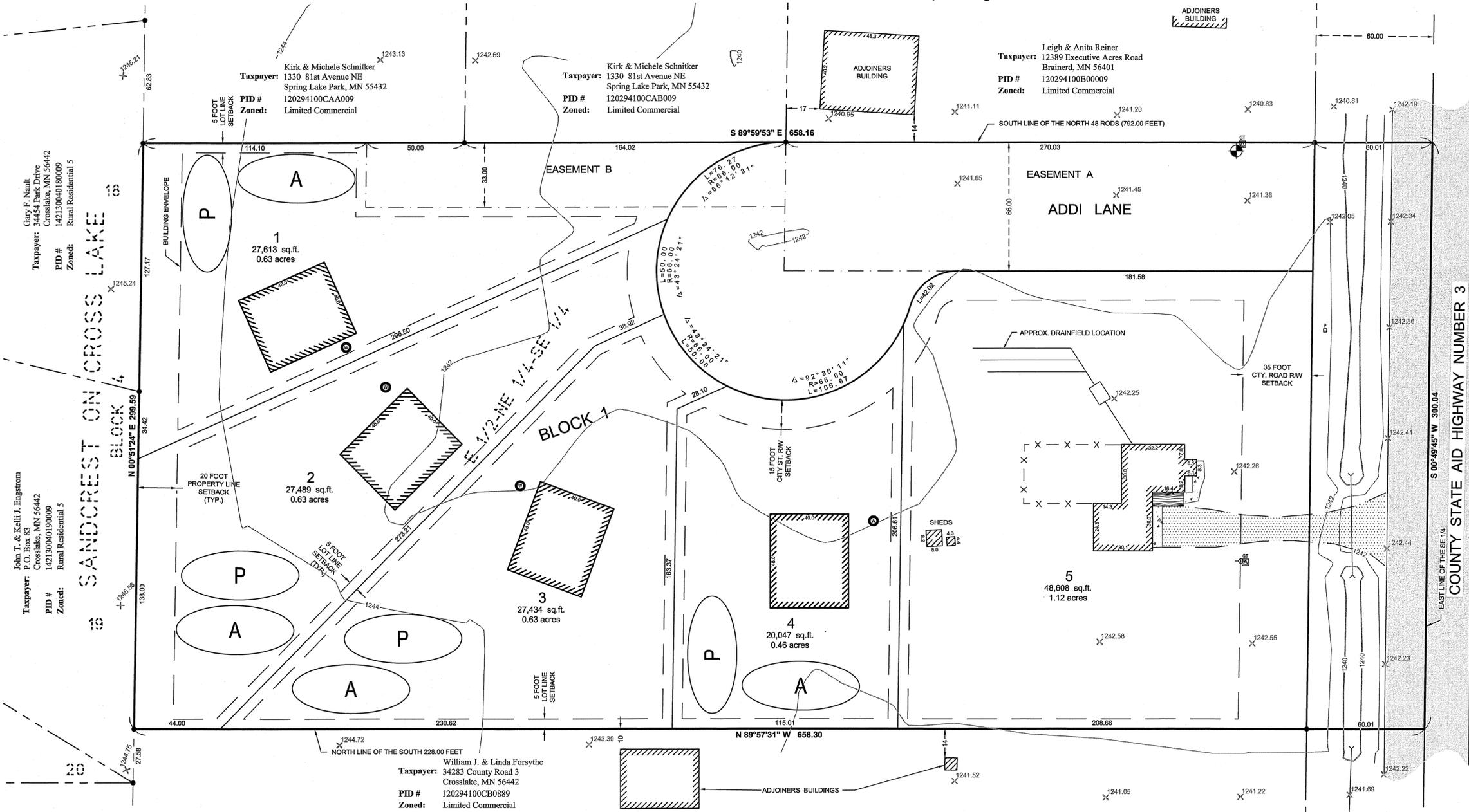
Kirk Schnitker
Schnitker & Associates, P.A.
1330 81st Avenue
Spring Lake Park, MN 55432

SURVEYOR

Stonemark Land Surveying, Inc.
P.O. Box 874
Pequot Lakes, MN. 56472
ATTN: Cynthia M. Hidde

WHITEFISH BUSINESS PARK

PRELIMINARY PLAT
PART OF THE EAST HALF OF THE NE 1/4-SE 1/4
SECTION 29, TOWNSHIP 137 NORTH, RANGE 27 WEST,
CROW WING COUNTY, MINNESOTA
TOTAL AREA = 197,330 SQ. FT. / 4.53 ACRES



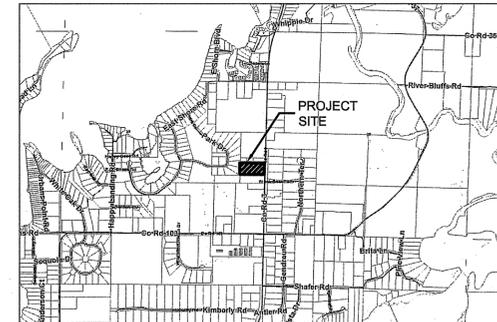
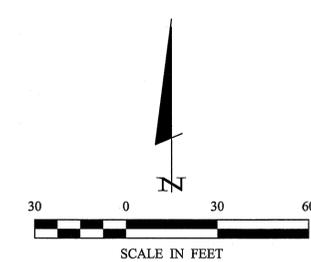
LEGEND

- X — DENOTES EXISTING FENCE LINE
- ▨ DENOTES EDGE OF EXISTING BITUMINOUS
- ▨ DENOTES EDGE OF EXISTING GRAVEL
- ▨ DENOTES EDGE OF EXISTING CONCRETE
- ▨ DENOTES EDGE OF EXISTING WOODEN DECKING
- 1200 DENOTES EXISTING INTERMEDIATE CONTOURS
- 1210 DENOTES EXISTING INDEX CONTOURS
- X 1234.5 DENOTES SPOT ELEVATION (EXISTING GRADE)
- DENOTES EXISTING UTILITY POLE
- BT DENOTES EXISTING GROUND TRANSFORMER
- DENOTES EXISTING PHONE PEDESTAL & PHONE BOX
- X — DENOTES EXISTING CULVERT LOCATION
- ⊙ DENOTES BENCHMARK: SW CORNER OF GROUND TRANSFORMER BASE ELEV. = 1241.47
- DENOTES MONUMENT FOUND

LEGEND

- DENOTES POSSIBLE BUILDING SITE
- DENOTES POSSIBLE WELL LOCATION
- DENOTES POSSIBLE DRAINFIELD LOCATION
- DENOTES POSSIBLE ALTERNATE DRAINFIELD LOCATION

Notes:
1. The tracts shown and described herein must be approved by the local zoning authority before title is transferred and/or building permits obtained.
2. Contact "GOPHER ONE-CALL" 1-800-252-1166 prior to construction.
3. The information contained herein is subject to change without notice, including, without limitation, configuration of lots, structures, roads, recreational areas, amenities, etc.



VICINITY MAP

CONTOUR INFORMATION

Contours shown have been obtained using standard survey topographic methodologies. Contour interval is 2 feet as shown on this drawing.

SOIL DATUM

The Web Soil Survey indicates soil in the proposed platted area to be classified as "D49A - Graycalm loamy sand, 0 to 2 percent slopes". These soils are reported to be "Not limited", which indicates that the soil has features that are very favorable for septic tank and drainfield applications.

VEGETATION AND TOPOGRAPHIC ALTERATIONS

The plat will consist of 5 lots for commercial purposes. Each lot will support improvements where vegetation and land alterations will occur for the construction of buildings, drives, sewer systems, and other appropriate commercial amenities.

UTILITIES

- 1. All lots have been designed large enough to allow for two (2) possible drainfield sites as shown on the plat. Drainfield sites must meet all setback requirements as set forth in the city's ordinances. All lots will be served by private wells for their individual water supply.
- 2. Septic system as shown is approximate based on sketch from Bob Bartel.

EROSION CONTROL PLAN

- 1. All ground disturbed by construction is to be stabilized as soon as possible using seed and mulch turf establishment
- 2. Maintain vegetation along property lines and areas undisturbed by construction
- 3. No filling or disturbing wet land(s) areas.
- 4. Silt fences shall be placed at edge of wet lands during construction.

LEGAL DESCRIPTION

That part of the East half of the Northeast Quarter of the Southeast Quarter, Section 29, Township 137 North, Range 27 West, Crow Wing County, Minnesota, lying south of the north 792.00 feet and north of the south 228.00 feet of said East half of the Northeast Quarter of the Southeast Quarter.

Subject to an ingress and egress easement over and across the south 66.00 feet of the north 858.00 feet of the east 330.00 feet of said East half of the Northeast Quarter of the Southeast Quarter and the south 33.00 feet of the north 825.00 feet of the west 214.00 feet of the east 544.00 feet of said East half of the Northeast Quarter of the Southeast Quarter.

Subject to easements, restrictions and reservations of record.

ZONING

Current zoning is Limited Commercial.

30176 Old Highway #371
Suite 2874
P. O. Box 874
Pequot Lakes, MN 56472
218-368-4940
www.stonemarksurvey.com



I HEREBY CERTIFY THAT THIS SURVEY, PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.
Cynthia M. Hidde
CYNTHIA M. HIDDE PLS488BT
DATE: 5/19/15

REVISIONS	DATE	DESCRIPTION
	5-19-2015	Updated per City comments

DATE:	5-9-2015
SCALE:	HORIZ. 1"=50'
VERT.:	NONE

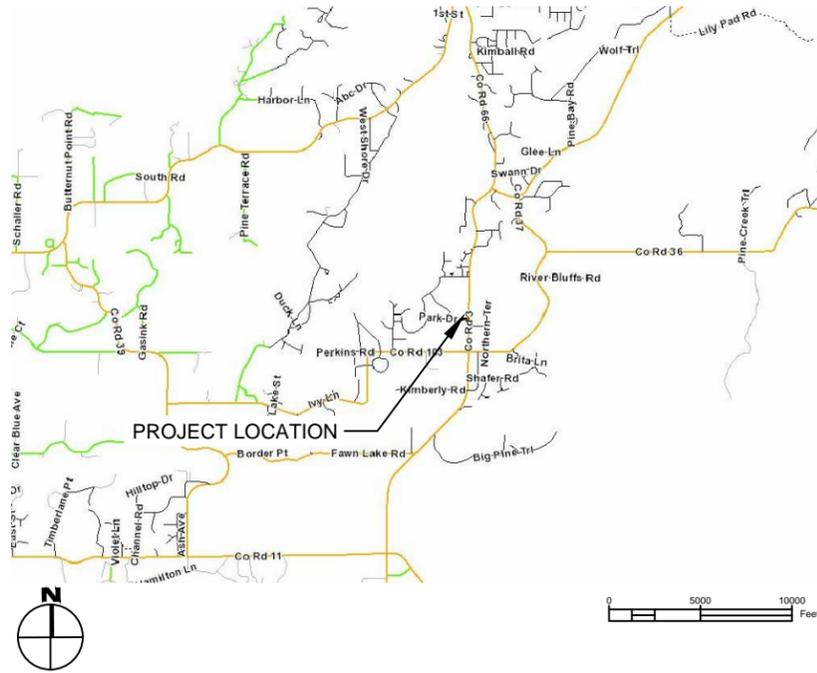
PROJECT No.:	13319-1
FILE NAME:	PL13319-1.dwg
FIELD BOOK:	BOOK 422 PG. 56

PROJECT MANAGER:	CMH
CHECKED BY:	CMH
DRAWN BY:	RFJ

WHITEFISH BUSINESS PARK
PRELIMINARY PLAT
Kirk Schnitker
Schnitker & Associates, P.A.
1330 81st Avenue
Spring Lake Park, MN 55432

Project: Escalante - F:\Drawings\2015\13319_Schnitker\PL13319-1.dwg

PRELIMINARY CONSTRUCTION PLANS FOR THE
WHITEFISH BUSINESS PARK
 CROSSLAKE, MN
 for KIRK SCHNITKER
 MAY, 2015



LOCATION

PROJECT TITLE

CONTACTS

SHEETS

CERTIFICATION

OWNER:

Kirk Schnitker
 Schnitker & Associates, P.A.
 1330 81st Avenue
 Spring Lake Park, MN 55432
 Ph: 763.252.0114

CIVIL:

Civil Methods, Inc.
 1551 Livingston Avenue, Ste. 104
 West St. Paul, MN 55118
 Attn: David Poggi
 Ph: 763.210.5713

SURVEY:

Stonemark Land Surveying, Inc.
 P.O. Box 874
 Pequot Lakes, MN 56472
 Attn: Cinthia Hidde
 Ph: 218.568.4940

CITY:

City of Crosslake Planning & Zoning
 37028 County Road 66
 Crosslake, MN 56442
 Attn: Chris Pence
 Ph: 218.692.2689

SHEET INDEX

- 1 TITLE SHEET
- 2 SITE LAYOUT
- 3 GRADING, DRAINAGE & EROSION CONTROL

THE EXISTING UTILITY INFORMATION SHOWN IN THIS PLAN HAS BEEN SURVEYED BY OTHERS; THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY 811 OR GOPHER STATE ONE CALL (1.800.252.1166).

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

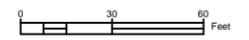

 DAVID M POGGI
 LICENSE: 44573 DATE: 05/18/2015

- PLAN REFERENCES:
- 1. MINNESOTA DEPT. OF TRANSPORTATION - STANDARD SPECIFICATIONS FOR CONSTRUCTION, 2014 (XXXX) OR Mn/DOT XXXX

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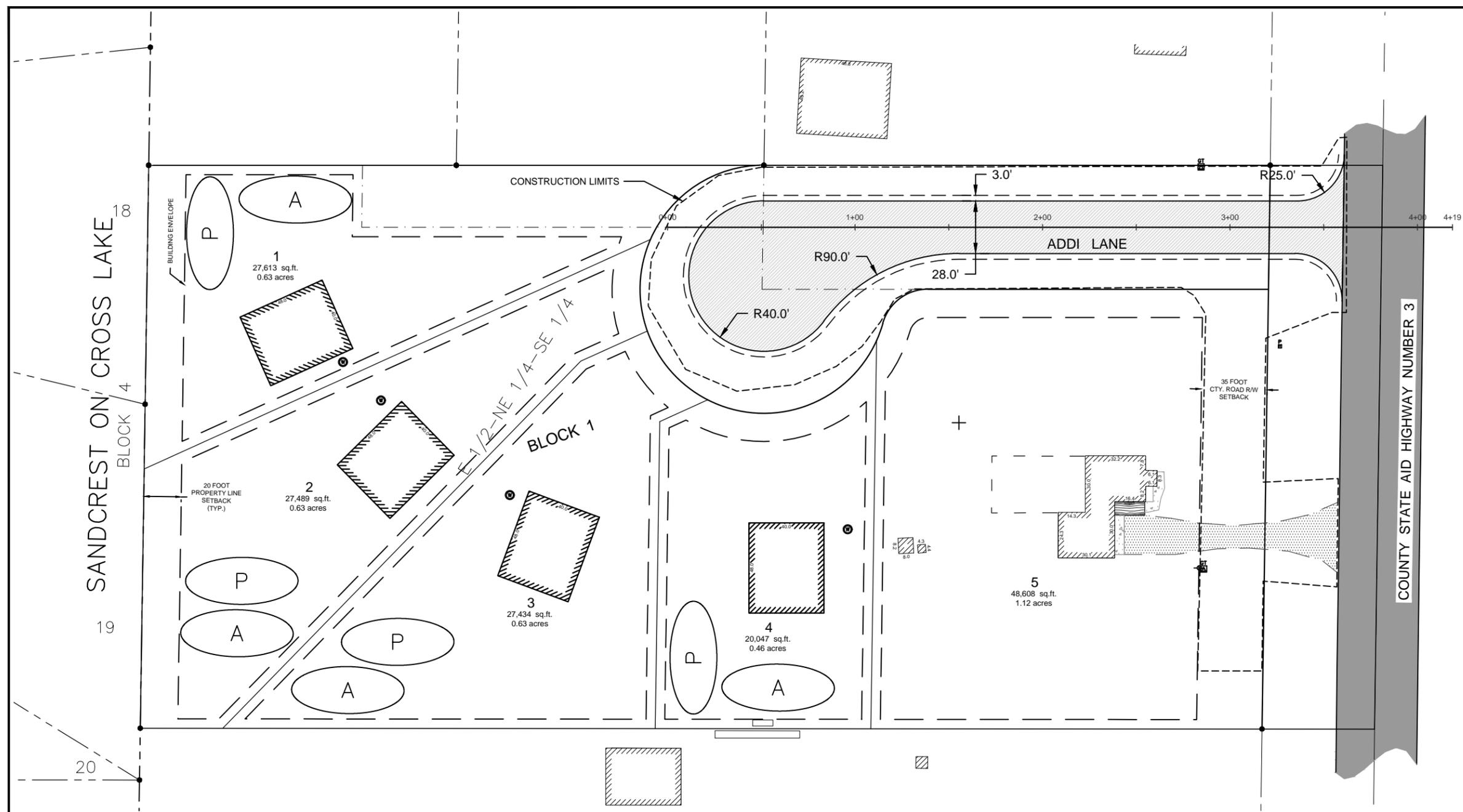


Received 5-19-15 cls



LEGEND:

- CONSTRUCTION LIMITS
- EXISTING GRAVEL DRIVE
- EXISTING PAVEMENT
- PROPOSED BITUMINOUS PAVEMENT
- PROPOSED AGGREGATE SHOULDER



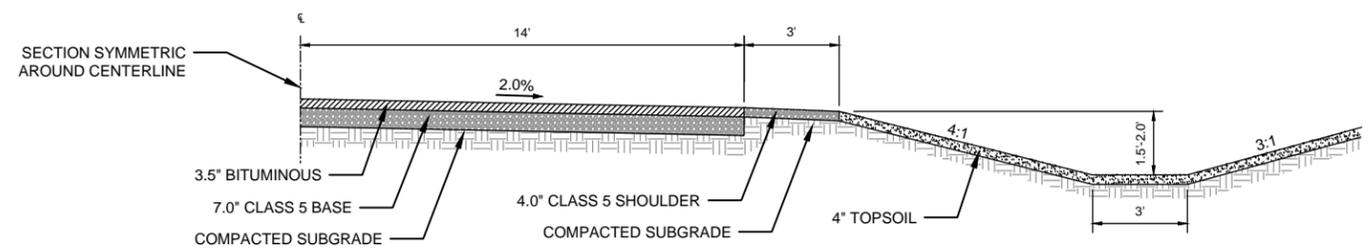
SITE DATA:

DISTURBED AREA:
 Total Disturbed Area = 36,600 sq. ft.
 New Street Area = 13,723 sq. ft.
 New Shoulder Area = 2,367 sq. ft.
 Total Impervious Area = 16,090 sq. ft.

STREET SECTION:

Rural commercial street section shall meet requirements of City Code, Chapter 44, Article X

- 28' Pavement
- 3' Aggregate shoulder
- 3.5" Bituminous pavement
- 7.0" Class 5 Aggregate
- Compacted subgrade; add suitable material as necessary



RURAL COMMERCIAL TYPICAL SECTION

PRELIMINARY PLAT SUBMITTAL - NOT FOR CONSTRUCTION

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CIVIL METHODS, INC.
 1551 Livingston Avenue, Suite 104
 West St. Paul, MN 55118
 o: 763.210.5713 | www.civilmethods.com

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DAVID M. POGGI
 DATE: 05/18/2015
 LIC. NO.: 44573

DESIGNED: DMP
 DRAWN: DMP
 CHECKED: KEB
 DATE / REVISION:

KIRK SCHNITKER
 Schnitker & Associate, PA
 1330 81st Avenue
 Spring Lake Park, MN 55432

SITE LAYOUT
 WHITEFISH BUSINESS PARK
 Crosslake, MN

02
 03



LEGEND:

- CONSTRUCTION LIMITS
- - - PROPOSED AGGREGATE SHOULDER
- X.X% PROPOSED GRADE
- x00.0 PROPOSED SPOT ELEVATION
- >> PROPOSED CULVERT
- [Hatched Box] EROSION CONTROL BLANKET, CAT. 1
- S- SILT FENCE, PREASSEMBLED

HYDROLOGIC / HYDRAULIC DATA:

SUBCATCHMENT DESCRIPTION:
 Drainage area to culvert = 4.6 acres
 Cumulative RCN (future) = 68
 Tc = 35.8 min.

CULVERT HYDRAULIC DATA:

	Discharge, cfs	Velocity, fps	Ditch Flow Depth, ft
2-Year, 2.5"	0.5	2.3	0.41
5-Year, 3.3"	1.8	3.1	0.80
10-Year, 3.9"	3.0	3.5	1.08
100-Year, 5.5"	6.1	5.0	2.06

Note: The modeled ditch bottom at upstream end of the proposed culvert is at elevation 1238.20. The 5-year discharge is conveyed by the 15" pipe under gravity conditions; the 100-year discharge is adequately conveyed by the ditch and pipe.

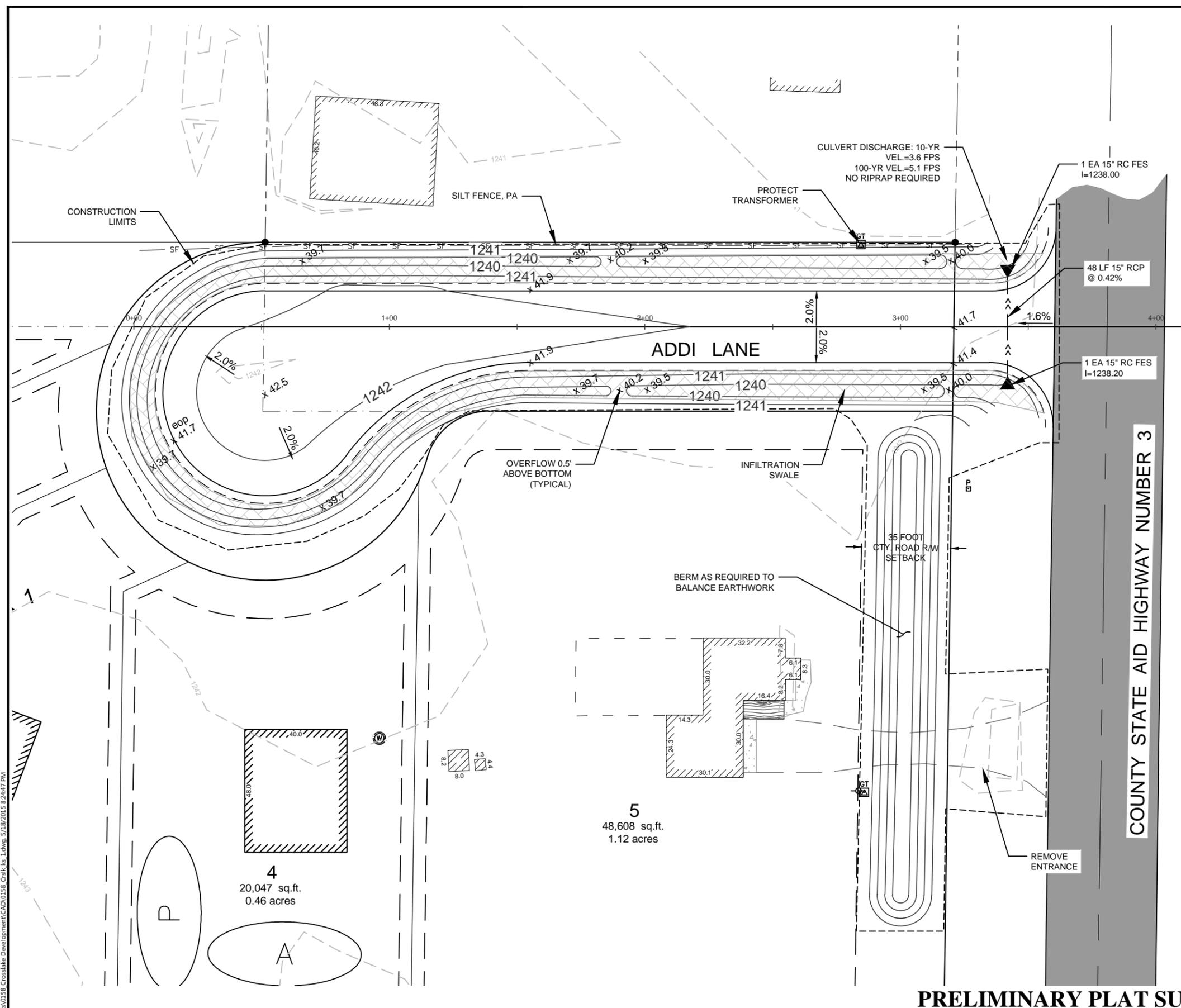
VOLUME ABSTRACTION:

Required: Impervious area x 1.0" = 16,089 x 1.0 x $\frac{1}{12}$ = 1,341 CF
 Provided: 630' Swale, 3' wide @ bottom, 6" to overflow = 1,418 CF

Note: Volume provided in flat swale along length of roadway. Swale to include overflow "checks" 6" off bottom to infiltrate 6" of water prior to discharge. Length of swale considers reduction for future driveway access at lots.

GRADING & RESTORATION NOTES:

1. Topsoil from grading areas shall be stripped, salvaged and stockpiled (if applicable); subcut below final grade and replace salvaged topsoil. All organic material / topsoil shall be removed prior to fill.
2. Suitable cut material may be used as fill under drive.
3. Topsoil to be replaced to minimum depth of 4" in all green space EXCEPT swale bottom.
4. Excess topsoil shall be formed into berm, spread onsite, or hauled off as desired (will be determined during final design).
5. Swale bottom shall be scarified to a depth of 12" (min.) after grading operations are complete. After scarification, construction traffic shall not enter swale bottom.
6. Swale shall be graded 4:1 from edge of shoulder, to 3' wide bottom, and back to tie in at 3:1 (see detail).
7. Seed Mix 25-121 @ 125 lb/ac (3876) and erosion control blanket, Category 1 (3885), shall be installed from shoulder to bottom of swale and up opposite side 0.5 vertical feet (min.).
8. All other areas to be seeded and mulched, Type 1 @ 1.5 ton/acre (3882)



COUNTY STATE AID HIGHWAY NUMBER 3

PRELIMINARY PLAT SUBMITTAL - NOT FOR CONSTRUCTION

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CIVIL METHODS, INC.
 1551 Livingston Avenue, Suite 104
 West St. Paul, MN 55118
 o: 763.210.5713 | www.civilmethods.com

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

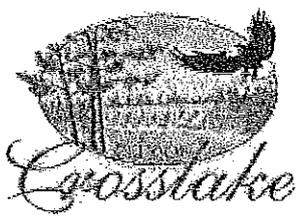
David M. Poggi
 DAVID M POGGI
 DATE: 05/18/2015
 LIC. NO.: 44573

DESIGNED: DMP
 DRAWN: DMP
 CHECKED: KEB
 DATE / REVISION:

KIRK SCHNITKER
 Schnitker & Associate, PA
 1330 81st Avenue
 Spring Lake Park, MN 55432

GRADING, DRAINAGE & EROSION CONTROL
 WHITEFISH BUSINESS PARK
 Crosslake, MN

03
 03



Subdivisions Application
 Planning and Zoning Department
 37028 County Rd 66, Crosslake, MN 56442
 218.692.2689 (Phone) 218.692.2687 (Fax) www.cityofcrosslake.org

Property Owner(s): KIRK AND MICHELE SCHNITKER
 Mailing Address: 1330-81ST AVE NE
SPRING LAKE PARK, MN 55432
 Site Address: 34309 Co Rd 3 CROSSLAKE
 Phone Number: W: 763-252-0114 c 612 618 3717
 E-Mail Address: KIRK.Schnitker@gmail.com
 Parcel Number(s): 120 294 100 CA 0009
 Legal Description: SEE ATTACHED

Sec 29 Twp 137 Rge 26 (27) / 28
 Land Involved: Width: SEE ATTACHED Length: _____ Acres: _____
 Lake/River Name: NA

Do you own land adjacent to this parcel(s)? Yes No
 If yes, list Parcel Number(s) 120 294 100 CAB 009
120 294 100 CA 009

Authorized Agent: NA
 Agent Address: NA
 Agent Phone Number: NA

Signature of Property Owner(s) _____ Date 5.18.15
 Signature of Authorized Agent(s) NA _____ Date _____

Receipt Number: _____ Permit Number: _____

Subdivision Type
 (Check applicable request)

Metes and Bounds
 Residential Preliminary Plat
 Residential Final Plat
 Commercial Preliminary Plat
 Commercial Final Plat

Development

5 Number of proposed lots
0 Number of proposed outlots

Access

Public Road
 Easement
 Easement recorded: Yes No

Septic

Compliance _____
 SSTS Design _____
 Site Suitability _____

- All applications must be accompanied by signed Certificate of Survey
- Residential Fee: Preliminary \$500 + \$100 per lot; Final \$500 + \$25 per lot Payable to "City of Crosslake"
- Commercial Fee: Preliminary \$750 + \$150 per lot; Final \$750 + \$50 per lot Payable to "City of Crosslake"
- Metes & Bounds: \$100 + \$75 per lot Payable to "City of Crosslake"
- Above Fees will require additional Park Dedication Fees of \$1,500 per unit/lot or 10% of buildable land as measured pre-plat for park purposes or a combination of both Payable to "City of Crosslake"
- No decisions were made on an applicant's request at the DRT meeting. Submittal of an application after DRT does not constitute approval. Approval or denial of application is determined at a public meeting by the City Council after a recommendation from the Planning Commission/Board of Adjustment per Minnesota Statute 462 and the City of Crosslake Land Use Ordinance.

For Office Use:
 Application accepted by _____ Date _____ Land Use District _____ Lake Class _____ Park, Rec, Lib _____

CHICAGO TITLE INSURANCE COMPANY

Claims Dept. – P. O. Box 45023
Jacksonville, FL 32232-5023

ALTA OWNERS POLICY - SCHEDULE A

File No.: 13-0506

Policy No.: 72 306-89577626

Address Reference:

34309 County Road 3.

Amount of Insurance: \$94,900.00

Date of Policy: **June 12th, 2013 at 2:16 o'clock P.M.**

1. Name of Insured:

Kirk Schnitker and Michele Schnitker.

2. The estate or interest in the Land that is insured by this policy is:

Fee Simple

3. Title is vested in:

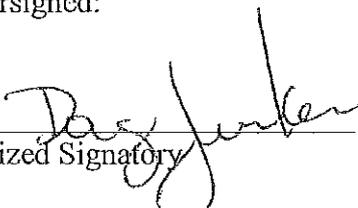
Kirk Schnitker and Michele Schnitker.

NOTE: Kirk Schnitker and Michele Schnitker, shown in the public records as husband and wife, as joint tenants.

4. The Land referred to in this policy is described as follows:

See Exhibit "A" attached hereto and made a part hereof.

Countersigned:


Authorized Signatory

THIS POLICY IS VALID ONLY IF SCHEDULE B IS ATTACHED

CHICAGO TITLE INSURANCE COMPANY

Policy No.: 72 306-89577626

LEGAL DESCRIPTION

EXHIBIT "A"

The Land referred to in this policy is described as follows:

CROW WING COUNTY

**All of the East Half of the Northeast Quarter of the Southeast Quarter (E $\frac{1}{2}$ NE $\frac{1}{4}$ SE $\frac{1}{4}$),
Section Twenty-nine (29), Township One Hundred Thirty-seven (137), Range
Twenty-seven (27), Except the following parts thereof, to-wit: North 40 rods thereof and
the South 8 rods of the East 20 rods of the North 48 rods thereof and the South 228 feet
thereof.**

ABSTRACT PROPERTY

CHICAGO TITLE INSURANCE COMPANY

Policy No.: 72 306-89577626

SCHEDULE B

EXCEPTIONS FROM COVERAGE

This policy does not insure against loss or damage, and the Company will not pay costs, attorneys' fees, or expenses that arise by reason of:

1. Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the Land.
2. Second one-half taxes due and payable in 2013 and subsequent years.
3. Special Assessments hereafter levied or pending.
4. Highway easement over easterly 60 feet as granted to County of Crow Wing in Book 157 of Deeds, page 79.

- END OF SCHEDULE B -



POLICY NO.: MN2038-46-13-0506-2013.72306-89577626

OWNER'S POLICY OF TITLE INSURANCE

Issued by

Chicago Title Insurance Company

Any notice of claim and any other notice or statement in writing required to be given the Company under this Policy must be given to the Company at the address shown in Section 18 of the Conditions.

COVERED RISKS

SUBJECT TO THE EXCLUSIONS FROM COVERAGE, THE EXCEPTIONS FROM COVERAGE CONTAINED IN SCHEDULE B, AND THE CONDITIONS, CHICAGO TITLE INSURANCE COMPANY, a Nebraska corporation (the "Company") insures, as of Date of Policy and, to the extent stated in Covered Risks 9 and 10, after Date of Policy, against loss or damage, not exceeding the Amount of Insurance, sustained or incurred by the Insured by reason of:

- 1. Title being vested other than as stated in Schedule A.
2. Any defect in or lien or encumbrance on the Title. This Covered Risk includes but is not limited to insurance against loss from (a) A defect in the Title caused by (i) forgery, fraud, undue influence, duress, incompetency, incapacity, or impersonation; (ii) failure of any person or Entity to have authorized a transfer or conveyance; (iii) a document affecting Title not properly created, executed, witnessed, sealed, acknowledged, notarized, or delivered; (iv) failure to perform those acts necessary to create a document by electronic means authorized by law; (v) a document executed under a falsified, expired, or otherwise invalid power of attorney; (vi) a document not properly filed, recorded, or indexed in the Public Records including failure to perform those acts by electronic means authorized by law; or (vii) a defective judicial or administrative proceeding. (b) The lien of real estate taxes or assessments imposed on the Title by a governmental authority due or payable, but unpaid. (c) Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the Land. The term "encroachment" includes encroachments of existing improvements located on the Land onto adjoining land, and encroachments onto the Land of existing improvements located on adjoining land.
3. Unmarketable Title.
4. No right of access to and from the Land.
5. The violation or enforcement of any law, ordinance, permit, or governmental regulation (including those relating to building and zoning) restricting, regulating, prohibiting, or relating to (a) the occupancy, use, or enjoyment of the Land; (b) the character, dimensions, or location of any improvement erected on the Land; (c) the subdivision of land; or (d) environmental protection if a notice, describing any part of the Land, is recorded in the Public Records setting forth the violation or intention to enforce, but only to the extent of the violation or enforcement referred to in that notice.
6. An enforcement action based on the exercise of a governmental police power not covered by Covered Risk 5 if a notice of the enforcement action, describing any part of the Land, is recorded in the Public Records, but only to the extent of the enforcement referred to in that notice.
7. The exercise of the rights of eminent domain if a notice of the exercise, describing any part of the Land, is recorded in the Public Records.
8. Any taking by a governmental body that has occurred and is binding on the rights of a purchaser for value without Knowledge.
9. Title being vested other than as stated Schedule A or being defective (a) as a result of the avoidance in whole or in part, or from a court order providing an alternative remedy, of a transfer of all or any part of the title to or any interest in the Land occurring prior to the transaction vesting Title as shown in Schedule A because that prior transfer constituted a fraudulent or preferential transfer under federal bankruptcy, state insolvency, or similar creditors' rights laws; or (b) because the instrument of transfer vesting Title as shown in Schedule A constitutes a preferential transfer under federal bankruptcy, state insolvency, or similar creditors' rights laws by reason of the failure of its recording in the Public Records (i) to be timely, or (ii) to impart notice of its existence to a purchaser for value or to a judgment or lien creditor.



10. Any defect in or lien or encumbrance on the Title or other matter included in Covered Risks 1 through 9 that has been created or attached or has been filed or recorded in the Public Records subsequent to Date of Policy and prior to the recording of the deed or other instrument of transfer in the Public Records that vests Title as shown in Schedule A.

The Company will also pay the costs, attorneys' fees, and expenses incurred in defense of any matter insured against by this Policy, but only to the extent provided in the Conditions.

IN WITNESS WHEREOF, CHICAGO TITLE INSURANCE COMPANY has caused this policy to be signed and sealed by its duly authorized officers.

CHICAGO TITLE INSURANCE COMPANY

By:



Handwritten signature of President and Secretary with labels "PRESIDENT" and "SECRETARY" below.

Countersigned:

Handwritten signature of authorized signatory with "Authorized Signatory" printed below.

MN2038 13-0506
Crow Wing County Abstract Company Inc
423 Laurel Street
Brainerd, MN 56401
Tel: (218) 829-7368
Fax: (218) 829-8586



STORMWATER MANAGEMENT PLAN

WHITEFISH BUSINESS PARK Crosslake, MN

CLIENT PROJECT No.:
CMI PROJECT No.: 0158

PREPARED FOR:

Kirk Schnitker
Schnitker Associates, P.A.
1330 81st Avenue
Spring Lake, MN 55432

PREPARED BY:

Civil Methods, Inc.
1551 Livingston Avenue, Ste. 104
West St. Paul, MN 55118

ENGINEER CERTIFICATION:

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly licensed Professional Engineer under the laws of the State of Minnesota.

Name: David Poggi, PE

Signed: 

Date: 05-18-2015

Registration: MN No. 44573

Table of Contents

1.	INTRODUCTION	1
2.	EXISTING SITE DESCRIPTION.....	1
3.	STORMWATER QUALITY & QUANTITY	1
3.1	RUNOFF WATER QUALITY VOLUME (WQV) TREATMENT	1
3.2	RUNOFF FLOWRATES	2

APPENDIX A – DRAINAGE DIAGRAM

APPENDIX B – SOILS MAP

APPENDIX C – HYDROCAD OUTPUT

1. INTRODUCTION

This Stormwater Management Plan covers the public street construction component of the Whitefish Business Park subdivision in Crosslake, MN. The current project includes the construction of a 350 ft long road and cul-de-sac to serve five future commercial lots being subdivide from an existing 4.12 acres of property. The project will disturb approximately 0.85 acres of existing wooded area.

The current level of construction activity is under the threshold for the MPCA's NPDES Construction Stormwater Permit, but the project must meet similar requirements for the City of Crosslake (Ordinance Chapters 26 and 44). These stormwater management requirements include:

- 1) Treatment of 1.0" of runoff from new impervious area, with preference given to infiltration techniques.
- 2) Natural drainage conveyance pathways are preferred to structural.
- 3) Culverts shall handle a two-year storm without overtopping.
- 4) No inundation or ponding will occur from a storm of a five-year return period.
- 5) Conveyance must be able to safely pass the 100-year event.

2. EXISTING SITE DESCRIPTION

The existing site is composed primarily of undeveloped wooded land, with a single home fronting CSAH 3. The 4.12 acre property slopes generally from southwest to northeast, with runoff ultimately draining to the highway ditch (see drainage map in Appendix A). The CSAH 3 ditch is relatively flat, but an existing culvert under the residential access drive drains to the north. The soils on the property are loamy sands of Hydrologic Soil Group Type A, indicating high infiltration rates (see soils map in Appendix B).

3. STORMWATER QUALITY & QUANTITY

3.1 RUNOFF WATER QUALITY VOLUME (WQV) TREATMENT

Infiltration practices are the preferred method of treatment in the City of Crosslake, and the prevalence of well-drained soils makes infiltration the logical choice. In this case, it is proposed that the required WQV be infiltration through a series of infiltration cells located within the ditch bottom adjacent to the new roadway. The rural street section and associated sheet flow lends itself to even distribution throughout the swale, with pretreatment provided on the sideslope to the channel bottom. Small "checks" will be graded into the swale at

identified locations, forcing water to pond to 6 inches in the flat channel before overflowing towards CSAH 3. The minimal depth of ponding and high in-situ infiltration rates will ensure the ditches draw down in well under 48 hours (a moderate assumption of 1.0 inch/hr will draw down in a 6 hour period). The following calculation indicates the WQV required for the site, as well as the volume provided with the current design.

Water Quality Volume Calculation:

Required: 1.0" x 1/12 x Impervious Area = 0.0833 x 16,089 sq. ft. = 1,341 cu. ft.

Total Volume Required = 1,341 cu.ft.

Provided: 630 ft (swale length) x 4.5' (avg width) x 0.5' deep = 1,418 cu. ft.

Total Volume Provided = 1,418 cu.ft.

3.2 RUNOFF FLOWRATES

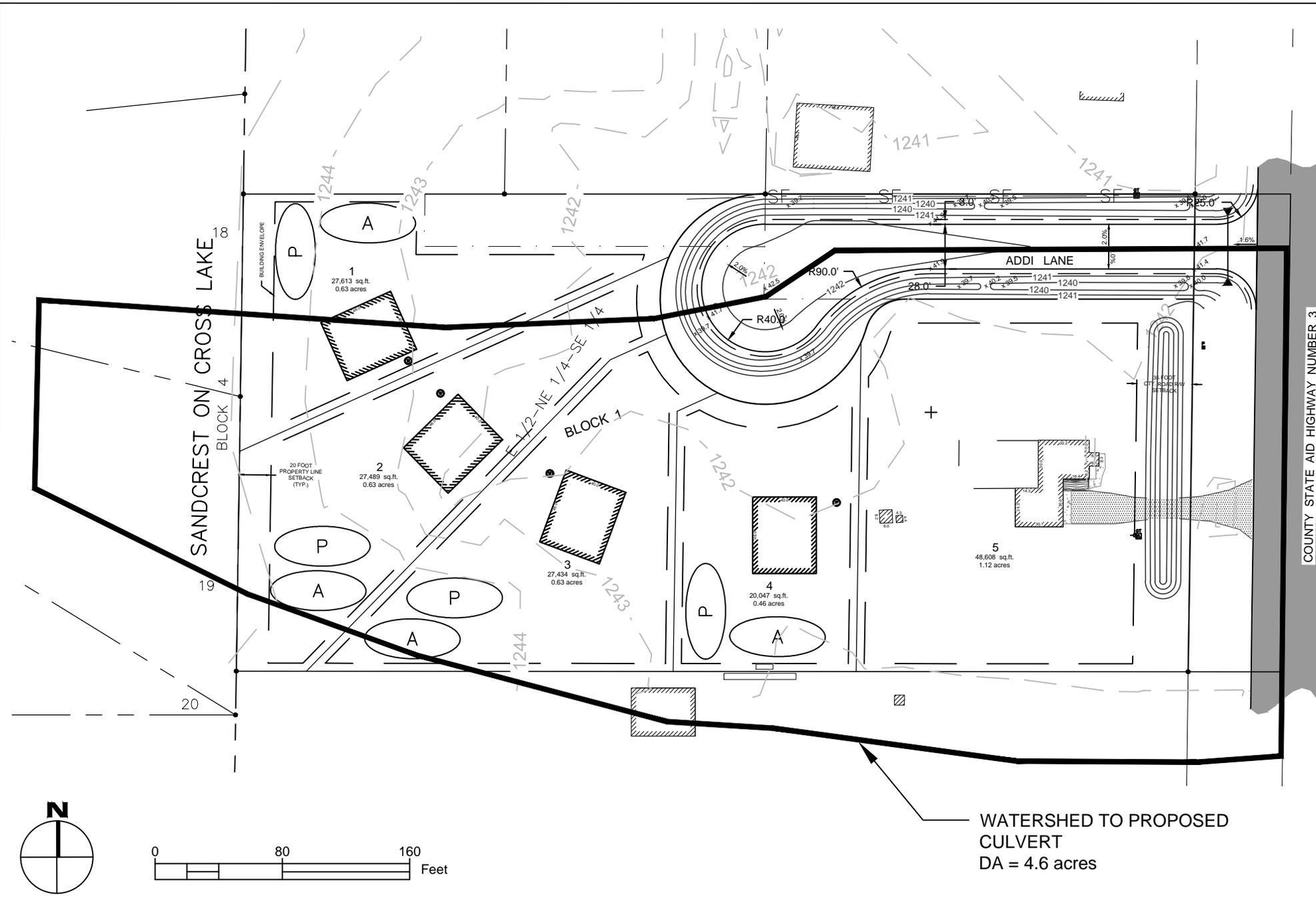
The City requires that culverts handle the 2-year storm runoff without overtopping, and no inundation shall occur during a 5-year event. The proposed swales can easily convey the 100-year runoff, and the proposed 15" RCP culvert can convey the 5-year runoff without entering a pressure condition. To verify conformance with the required design rainfall events, the system has been modeled with the HydroCAD modeling software using the TR-20 methodology and Atlas 14 design rainfall amounts. The following table summarizes the model results, and detailed output is included in Appendix B.

Table 1: Culvert Design (Upstream Inv. = 1238.20)

Rainfall Event	Discharge Q (cfs)	Ditch Depth (ft / elev)
2-Year, 2.5" Event	0.5	0.41 / 1238.61
5-Year, 3.3" Event	1.8	0.80 / 1239.00
10-Year, 3.9" Event	3.0	1.08 / 1239.28
100-Year, 5.5" Event	6.1	2.06 / 1240.26

As indicated, the proposed stormwater management system adequately conveys runoff from the design events.

Appendix A - Drainage Diagram



COUNTY STATE AID HIGHWAY NUMBER 3

WATERSHED TO PROPOSED CULVERT
DA = 4.6 acres

CIVIL METHODS, INC.
1551 Livingston Avenue, Suite 104
West St. Paul, MN 55118
763.210.5713 | www.civilmethods.com

DRAINAGE MAP
WHITEFISH BUSINESS PARK
CROSSLAKE, MN

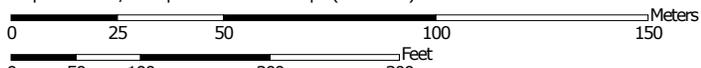
FIGURE
1
OF
1

Appendix B - Soils Map

Hydrologic Soil Group—Crow Wing County, Minnesota
(Whitefish Soils Map)



Map Scale: 1:1,770 if printed on A landscape (11" x 8.5") sheet.



Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 15N WGS84



Hydrologic Soil Group—Crow Wing County, Minnesota
(Whitefish Soils Map)

MAP LEGEND

Area of Interest (AOI)

 Area of Interest (AOI)

Soils

Soil Rating Polygons

-  A
-  A/D
-  B
-  B/D
-  C
-  C/D
-  D
-  Not rated or not available

Soil Rating Lines

-  A
-  A/D
-  B
-  B/D
-  C
-  C/D
-  D
-  Not rated or not available

Soil Rating Points

-  A
-  A/D
-  B
-  B/D

-  C
-  C/D
-  D
-  Not rated or not available

Water Features

 Streams and Canals

Transportation

-  Rails
-  Interstate Highways
-  US Routes
-  Major Roads
-  Local Roads

Background

 Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:24,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
Web Soil Survey URL: <http://websoilsurvey.nrcs.usda.gov>
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Crow Wing County, Minnesota
Survey Area Data: Version 9, Mar 12, 2015

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Data not available.

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Hydrologic Soil Group

Hydrologic Soil Group— Summary by Map Unit — Crow Wing County, Minnesota (MN035)				
Map unit symbol	Map unit name	Rating	Acres in AOI	Percent of AOI
D49A	Graycalm loamy sand, 0 to 2 percent slopes	A	16.3	100.0%
Totals for Area of Interest			16.3	100.0%

Description

Hydrologic soil groups are based on estimates of runoff potential. Soils are assigned to one of four groups according to the rate of water infiltration when the soils are not protected by vegetation, are thoroughly wet, and receive precipitation from long-duration storms.

The soils in the United States are assigned to four groups (A, B, C, and D) and three dual classes (A/D, B/D, and C/D). The groups are defined as follows:

Group A. Soils having a high infiltration rate (low runoff potential) when thoroughly wet. These consist mainly of deep, well drained to excessively drained sands or gravelly sands. These soils have a high rate of water transmission.

Group B. Soils having a moderate infiltration rate when thoroughly wet. These consist chiefly of moderately deep or deep, moderately well drained or well drained soils that have moderately fine texture to moderately coarse texture. These soils have a moderate rate of water transmission.

Group C. Soils having a slow infiltration rate when thoroughly wet. These consist chiefly of soils having a layer that impedes the downward movement of water or soils of moderately fine texture or fine texture. These soils have a slow rate of water transmission.

Group D. Soils having a very slow infiltration rate (high runoff potential) when thoroughly wet. These consist chiefly of clays that have a high shrink-swell potential, soils that have a high water table, soils that have a claypan or clay layer at or near the surface, and soils that are shallow over nearly impervious material. These soils have a very slow rate of water transmission.

If a soil is assigned to a dual hydrologic group (A/D, B/D, or C/D), the first letter is for drained areas and the second is for undrained areas. Only the soils that in their natural condition are in group D are assigned to dual classes.

Rating Options

Aggregation Method: Dominant Condition

Component Percent Cutoff: None Specified

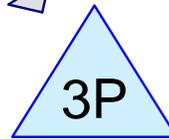
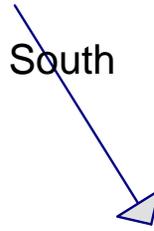
Appendix C - HydroCAD Output



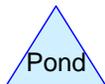
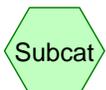
Area to Culvert



Addi Ditch South



CSAH 3 Ditch



Routing Diagram for Culvert Design

Prepared by Civil Methods, Inc., Printed 5/18/2015

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Culvert Design

Type II 24-hr 2-Year Rainfall=2.52"

Prepared by Civil Methods, Inc.

Printed 5/18/2015

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Time span=0.00-48.00 hrs, dt=0.05 hrs, 961 points
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN
Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment 1S: Area to Culvert Runoff Area=4.460 ac 45.07% Impervious Runoff Depth=0.40"
Flow Length=750' Tc=35.8 min CN=68 Runoff=0.93 cfs 0.147 af

Pond 3P: CSAH 3 Ditch Peak Elev=1,238.61' Storage=273 cf Inflow=0.59 cfs 0.072 af
15.0" Round Culvert n=0.013 L=48.0' S=0.0042 '/ Outflow=0.52 cfs 0.072 af

Pond 5P: Addi Ditch South Peak Elev=1,240.14' Storage=1,176 cf Inflow=0.93 cfs 0.147 af
Discarded=0.06 cfs 0.075 af Primary=0.59 cfs 0.072 af Outflow=0.65 cfs 0.147 af

Total Runoff Area = 4.460 ac Runoff Volume = 0.147 af Average Runoff Depth = 0.40"
54.93% Pervious = 2.450 ac 45.07% Impervious = 2.010 ac

Culvert Design

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Type II 24-hr 2-Year Rainfall=2.52"

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Summary for Subcatchment 1S: Area to Culvert

Runoff = 0.93 cfs @ 12.40 hrs, Volume= 0.147 af, Depth= 0.40"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
Type II 24-hr 2-Year Rainfall=2.52"

Area (ac)	CN	Description
* 2.010	98	
* 2.450	43	Grass / woods, A
4.460	68	Weighted Average
2.450		54.93% Pervious Area
2.010		45.07% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
30.3	100	0.0100	0.06		Sheet Flow, Woods: Light underbrush n= 0.400 P2= 2.80"
2.7	300	0.0150	1.84		Shallow Concentrated Flow, Grassed Waterway Kv= 15.0 fps
2.8	350	0.0020	2.08	18.69	Channel Flow, Area= 9.0 sf Perim= 9.0' r= 1.00' n= 0.032
35.8	750	Total			

Summary for Pond 3P: CSAH 3 Ditch

Inflow Area = 4.460 ac, 45.07% Impervious, Inflow Depth = 0.19" for 2-Year event

Inflow = 0.59 cfs @ 12.68 hrs, Volume= 0.072 af

Outflow = 0.52 cfs @ 12.83 hrs, Volume= 0.072 af, Atten= 11%, Lag= 9.0 min

Primary = 0.52 cfs @ 12.83 hrs, Volume= 0.072 af

Routing by Stor-Ind method, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs

Peak Elev= 1,238.61' @ 12.83 hrs Surf.Area= 840 sf Storage= 273 cf

Plug-Flow detention time= 17.6 min calculated for 0.072 af (100% of inflow)

Center-of-Mass det. time= 17.0 min (890.1 - 873.1)

Volume	Invert	Avail.Storage	Storage Description
#1	1,238.20'	19,250 cf	Custom Stage Data (Prismatic) Listed below (Recalc)

Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)
1,238.20	500	0	0
1,240.00	2,000	2,250	2,250
1,242.00	15,000	17,000	19,250

Device	Routing	Invert	Outlet Devices
#1	Primary	1,238.20'	15.0" Round Culvert L= 48.0' Ke= 0.500 Inlet / Outlet Invert= 1,238.20' / 1,238.00' S= 0.0042 '/' Cc= 0.900 n= 0.013, Flow Area= 1.23 sf

Culvert Design

Type II 24-hr 2-Year Rainfall=2.52"

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Primary OutFlow Max=0.52 cfs @ 12.83 hrs HW=1,238.61' (Free Discharge)

↳1=Culvert (Barrel Controls 0.52 cfs @ 2.25 fps)

Summary for Pond 5P: Addi Ditch South

Inflow Area = 4.460 ac, 45.07% Impervious, Inflow Depth = 0.40" for 2-Year event
 Inflow = 0.93 cfs @ 12.40 hrs, Volume= 0.147 af
 Outflow = 0.65 cfs @ 12.68 hrs, Volume= 0.147 af, Atten= 30%, Lag= 16.7 min
 Discarded = 0.06 cfs @ 12.68 hrs, Volume= 0.075 af
 Primary = 0.59 cfs @ 12.68 hrs, Volume= 0.072 af

Routing by Stor-Ind method, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
 Peak Elev= 1,240.14' @ 12.68 hrs Surf.Area= 2,620 sf Storage= 1,176 cf

Plug-Flow detention time= 123.6 min calculated for 0.147 af (100% of inflow)
 Center-of-Mass det. time= 123.9 min (1,056.2 - 932.3)

Volume	Invert	Avail.Storage	Storage Description
#1	1,239.50'	7,000 cf	Custom Stage Data (Prismatic) Listed below (Recalc)

Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)
1,239.50	1,050	0	0
1,241.50	5,950	7,000	7,000

Device	Routing	Invert	Outlet Devices
#1	Primary	1,240.00'	Custom Weir/Orifice, Cv= 2.62 (C= 3.28) Head (feet) 0.00 1.00 Width (feet) 3.00 10.00
#2	Discarded	1,239.50'	1.000 in/hr Exfiltration over Surface area

Discarded OutFlow Max=0.06 cfs @ 12.68 hrs HW=1,240.14' (Free Discharge)

↳2=Exfiltration (Exfiltration Controls 0.06 cfs)

Primary OutFlow Max=0.59 cfs @ 12.68 hrs HW=1,240.14' (Free Discharge)

↳1=Custom Weir/Orifice (Weir Controls 0.59 cfs @ 1.19 fps)

Culvert Design

Type II 24-hr 5-Year Rainfall=3.29"

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Time span=0.00-48.00 hrs, dt=0.05 hrs, 961 points
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN
Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment 1S: Area to Culvert Runoff Area=4.460 ac 45.07% Impervious Runoff Depth=0.78"
Flow Length=750' Tc=35.8 min CN=68 Runoff=2.25 cfs 0.291 af

Pond 3P: CSAH 3 Ditch Peak Elev=1,239.00' Storage=672 cf Inflow=1.99 cfs 0.212 af
15.0" Round Culvert n=0.013 L=48.0' S=0.0042 '/ Outflow=1.83 cfs 0.212 af

Pond 5P: Addi Ditch South Peak Elev=1,240.29' Storage=1,605 cf Inflow=2.25 cfs 0.291 af
Discarded=0.07 cfs 0.079 af Primary=1.99 cfs 0.212 af Outflow=2.06 cfs 0.291 af

Total Runoff Area = 4.460 ac Runoff Volume = 0.291 af Average Runoff Depth = 0.78"
54.93% Pervious = 2.450 ac 45.07% Impervious = 2.010 ac

Culvert Design

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Type II 24-hr 5-Year Rainfall=3.29"

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Summary for Subcatchment 1S: Area to Culvert

Runoff = 2.25 cfs @ 12.36 hrs, Volume= 0.291 af, Depth= 0.78"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
Type II 24-hr 5-Year Rainfall=3.29"

Area (ac)	CN	Description
* 2.010	98	
* 2.450	43	Grass / woods, A
4.460	68	Weighted Average
2.450		54.93% Pervious Area
2.010		45.07% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
30.3	100	0.0100	0.06		Sheet Flow, Woods: Light underbrush n= 0.400 P2= 2.80"
2.7	300	0.0150	1.84		Shallow Concentrated Flow, Grassed Waterway Kv= 15.0 fps
2.8	350	0.0020	2.08	18.69	Channel Flow, Area= 9.0 sf Perim= 9.0' r= 1.00' n= 0.032
35.8	750	Total			

Summary for Pond 3P: CSAH 3 Ditch

Inflow Area = 4.460 ac, 45.07% Impervious, Inflow Depth = 0.57" for 5-Year event
 Inflow = 1.99 cfs @ 12.48 hrs, Volume= 0.212 af
 Outflow = 1.83 cfs @ 12.58 hrs, Volume= 0.212 af, Atten= 8%, Lag= 6.3 min
 Primary = 1.83 cfs @ 12.58 hrs, Volume= 0.212 af

Routing by Stor-Ind method, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs

Peak Elev= 1,239.00' @ 12.58 hrs Surf.Area= 1,171 sf Storage= 672 cf

Plug-Flow detention time= 11.1 min calculated for 0.212 af (100% of inflow)

Center-of-Mass det. time= 11.3 min (891.1 - 879.8)

Volume	Invert	Avail.Storage	Storage Description
#1	1,238.20'	19,250 cf	Custom Stage Data (Prismatic) Listed below (Recalc)

Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)
1,238.20	500	0	0
1,240.00	2,000	2,250	2,250
1,242.00	15,000	17,000	19,250

Device	Routing	Invert	Outlet Devices
#1	Primary	1,238.20'	15.0" Round Culvert L= 48.0' Ke= 0.500 Inlet / Outlet Invert= 1,238.20' / 1,238.00' S= 0.0042 '/' Cc= 0.900 n= 0.013, Flow Area= 1.23 sf

Culvert Design

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Type II 24-hr 5-Year Rainfall=3.29"

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Primary OutFlow Max=1.82 cfs @ 12.58 hrs HW=1,239.00' (Free Discharge)

↑1=Culvert (Barrel Controls 1.82 cfs @ 3.12 fps)

Summary for Pond 5P: Addi Ditch South

Inflow Area = 4.460 ac, 45.07% Impervious, Inflow Depth = 0.78" for 5-Year event
 Inflow = 2.25 cfs @ 12.36 hrs, Volume= 0.291 af
 Outflow = 2.06 cfs @ 12.48 hrs, Volume= 0.291 af, Atten= 8%, Lag= 6.9 min
 Discarded = 0.07 cfs @ 12.48 hrs, Volume= 0.079 af
 Primary = 1.99 cfs @ 12.48 hrs, Volume= 0.212 af

Routing by Stor-Ind method, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
 Peak Elev= 1,240.29' @ 12.48 hrs Surf.Area= 2,995 sf Storage= 1,605 cf

Plug-Flow detention time= 68.8 min calculated for 0.290 af (100% of inflow)
 Center-of-Mass det. time= 69.1 min (974.6 - 905.5)

Volume	Invert	Avail.Storage	Storage Description
#1	1,239.50'	7,000 cf	Custom Stage Data (Prismatic) Listed below (Recalc)

Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)
1,239.50	1,050	0	0
1,241.50	5,950	7,000	7,000

Device	Routing	Invert	Outlet Devices
#1	Primary	1,240.00'	Custom Weir/Orifice, Cv= 2.62 (C= 3.28) Head (feet) 0.00 1.00 Width (feet) 3.00 10.00
#2	Discarded	1,239.50'	1.000 in/hr Exfiltration over Surface area

Discarded OutFlow Max=0.07 cfs @ 12.48 hrs HW=1,240.29' (Free Discharge)

↑2=Exfiltration (Exfiltration Controls 0.07 cfs)

Primary OutFlow Max=1.98 cfs @ 12.48 hrs HW=1,240.29' (Free Discharge)

↑1=Custom Weir/Orifice (Weir Controls 1.98 cfs @ 1.68 fps)

Culvert Design

Type II 24-hr 10-Year Rainfall=3.85"

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Time span=0.00-48.00 hrs, dt=0.05 hrs, 961 points
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN
Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment 1S: Area to Culvert Runoff Area=4.460 ac 45.07% Impervious Runoff Depth=1.11"
Flow Length=750' Tc=35.8 min CN=68 Runoff=3.42 cfs 0.413 af

Pond 3P: CSAH 3 Ditch Peak Elev=1,239.28' Storage=1,023 cf Inflow=3.19 cfs 0.332 af
15.0" Round Culvert n=0.013 L=48.0' S=0.0042 '/ Outflow=2.96 cfs 0.332 af

Pond 5P: Addi Ditch South Peak Elev=1,240.39' Storage=1,889 cf Inflow=3.42 cfs 0.413 af
Discarded=0.07 cfs 0.081 af Primary=3.19 cfs 0.332 af Outflow=3.27 cfs 0.413 af

Total Runoff Area = 4.460 ac Runoff Volume = 0.413 af Average Runoff Depth = 1.11"
54.93% Pervious = 2.450 ac 45.07% Impervious = 2.010 ac

Culvert Design

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Type II 24-hr 10-Year Rainfall=3.85"

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Summary for Subcatchment 1S: Area to Culvert

Runoff = 3.42 cfs @ 12.35 hrs, Volume= 0.413 af, Depth= 1.11"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
Type II 24-hr 10-Year Rainfall=3.85"

Area (ac)	CN	Description
* 2.010	98	
* 2.450	43	Grass / woods, A
4.460	68	Weighted Average
2.450		54.93% Pervious Area
2.010		45.07% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
30.3	100	0.0100	0.06		Sheet Flow, Woods: Light underbrush n= 0.400 P2= 2.80"
2.7	300	0.0150	1.84		Shallow Concentrated Flow, Grassed Waterway Kv= 15.0 fps
2.8	350	0.0020	2.08	18.69	Channel Flow, Area= 9.0 sf Perim= 9.0' r= 1.00' n= 0.032
35.8	750	Total			

Summary for Pond 3P: CSAH 3 Ditch

Inflow Area = 4.460 ac, 45.07% Impervious, Inflow Depth = 0.89" for 10-Year event
 Inflow = 3.19 cfs @ 12.43 hrs, Volume= 0.332 af
 Outflow = 2.96 cfs @ 12.53 hrs, Volume= 0.332 af, Atten= 7%, Lag= 6.1 min
 Primary = 2.96 cfs @ 12.53 hrs, Volume= 0.332 af

Routing by Stor-Ind method, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
 Peak Elev= 1,239.28' @ 12.53 hrs Surf.Area= 1,398 sf Storage= 1,023 cf

Plug-Flow detention time= 9.5 min calculated for 0.332 af (100% of inflow)
 Center-of-Mass det. time= 9.6 min (886.1 - 876.5)

Volume	Invert	Avail.Storage	Storage Description
#1	1,238.20'	19,250 cf	Custom Stage Data (Prismatic) Listed below (Recalc)

Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)
1,238.20	500	0	0
1,240.00	2,000	2,250	2,250
1,242.00	15,000	17,000	19,250

Device	Routing	Invert	Outlet Devices
#1	Primary	1,238.20'	15.0" Round Culvert L= 48.0' Ke= 0.500 Inlet / Outlet Invert= 1,238.20' / 1,238.00' S= 0.0042 '/' Cc= 0.900 n= 0.013, Flow Area= 1.23 sf

Culvert Design

Type II 24-hr 10-Year Rainfall=3.85"

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Primary OutFlow Max=2.95 cfs @ 12.53 hrs HW=1,239.27' (Free Discharge)

↑1=Culvert (Barrel Controls 2.95 cfs @ 3.52 fps)

Summary for Pond 5P: Addi Ditch South

Inflow Area = 4.460 ac, 45.07% Impervious, Inflow Depth = 1.11" for 10-Year event
 Inflow = 3.42 cfs @ 12.35 hrs, Volume= 0.413 af
 Outflow = 3.27 cfs @ 12.43 hrs, Volume= 0.413 af, Atten= 4%, Lag= 4.8 min
 Discarded = 0.07 cfs @ 12.43 hrs, Volume= 0.081 af
 Primary = 3.19 cfs @ 12.43 hrs, Volume= 0.332 af

Routing by Stor-Ind method, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
 Peak Elev= 1,240.39' @ 12.43 hrs Surf.Area= 3,219 sf Storage= 1,889 cf

Plug-Flow detention time= 50.9 min calculated for 0.413 af (100% of inflow)
 Center-of-Mass det. time= 51.2 min (944.8 - 893.5)

Volume	Invert	Avail.Storage	Storage Description
#1	1,239.50'	7,000 cf	Custom Stage Data (Prismatic) Listed below (Recalc)

Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)
1,239.50	1,050	0	0
1,241.50	5,950	7,000	7,000

Device	Routing	Invert	Outlet Devices
#1	Primary	1,240.00'	Custom Weir/Orifice, Cv= 2.62 (C= 3.28) Head (feet) 0.00 1.00 Width (feet) 3.00 10.00
#2	Discarded	1,239.50'	1.000 in/hr Exfiltration over Surface area

Discarded OutFlow Max=0.07 cfs @ 12.43 hrs HW=1,240.38' (Free Discharge)

↑2=Exfiltration (Exfiltration Controls 0.07 cfs)

Primary OutFlow Max=3.18 cfs @ 12.43 hrs HW=1,240.38' (Free Discharge)

↑1=Custom Weir/Orifice (Weir Controls 3.18 cfs @ 1.90 fps)

Culvert Design

Type II 24-hr 100-Year Rainfall=5.53"

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Time span=0.00-48.00 hrs, dt=0.05 hrs, 961 points
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN
Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment 1S: Area to Culvert Runoff Area=4.460 ac 45.07% Impervious Runoff Depth=2.27"
Flow Length=750' Tc=35.8 min CN=68 Runoff=7.53 cfs 0.842 af

Pond 3P: CSAH 3 Ditch Peak Elev=1,240.26' Storage=2,980 cf Inflow=7.30 cfs 0.754 af
15.0" Round Culvert n=0.013 L=48.0' S=0.0042 '/ Outflow=6.11 cfs 0.754 af

Pond 5P: Addi Ditch South Peak Elev=1,240.61' Storage=2,667 cf Inflow=7.53 cfs 0.842 af
Discarded=0.09 cfs 0.088 af Primary=7.30 cfs 0.754 af Outflow=7.39 cfs 0.842 af

Total Runoff Area = 4.460 ac Runoff Volume = 0.842 af Average Runoff Depth = 2.27"
54.93% Pervious = 2.450 ac 45.07% Impervious = 2.010 ac

Culvert Design

Prepared by Civil Methods, Inc.

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Type II 24-hr 100-Year Rainfall=5.53"

Printed 5/18/2015

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Summary for Subcatchment 1S: Area to Culvert

Runoff = 7.53 cfs @ 12.33 hrs, Volume= 0.842 af, Depth= 2.27"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
Type II 24-hr 100-Year Rainfall=5.53"

Area (ac)	CN	Description
* 2.010	98	
* 2.450	43	Grass / woods, A
4.460	68	Weighted Average
2.450		54.93% Pervious Area
2.010		45.07% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
30.3	100	0.0100	0.06		Sheet Flow, Woods: Light underbrush n= 0.400 P2= 2.80"
2.7	300	0.0150	1.84		Shallow Concentrated Flow, Grassed Waterway Kv= 15.0 fps
2.8	350	0.0020	2.08	18.69	Channel Flow, Area= 9.0 sf Perim= 9.0' r= 1.00' n= 0.032
35.8	750	Total			

Summary for Pond 3P: CSAH 3 Ditch

Inflow Area = 4.460 ac, 45.07% Impervious, Inflow Depth = 2.03" for 100-Year event
 Inflow = 7.30 cfs @ 12.38 hrs, Volume= 0.754 af
 Outflow = 6.11 cfs @ 12.55 hrs, Volume= 0.754 af, Atten= 16%, Lag= 10.0 min
 Primary = 6.11 cfs @ 12.55 hrs, Volume= 0.754 af

Routing by Stor-Ind method, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
 Peak Elev= 1,240.26' @ 12.55 hrs Surf.Area= 3,674 sf Storage= 2,980 cf

Plug-Flow detention time= 8.2 min calculated for 0.753 af (100% of inflow)
 Center-of-Mass det. time= 8.3 min (874.0 - 865.7)

Volume	Invert	Avail.Storage	Storage Description
#1	1,238.20'	19,250 cf	Custom Stage Data (Prismatic) Listed below (Recalc)

Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)
1,238.20	500	0	0
1,240.00	2,000	2,250	2,250
1,242.00	15,000	17,000	19,250

Device	Routing	Invert	Outlet Devices
#1	Primary	1,238.20'	15.0" Round Culvert L= 48.0' Ke= 0.500 Inlet / Outlet Invert= 1,238.20' / 1,238.00' S= 0.0042 '/' Cc= 0.900 n= 0.013, Flow Area= 1.23 sf

Culvert Design

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Type II 24-hr 100-Year Rainfall=5.53"

Printed 5/18/2015

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Primary OutFlow Max=6.11 cfs @ 12.55 hrs HW=1,240.26' (Free Discharge)

↑1=Culvert (Barrel Controls 6.11 cfs @ 4.97 fps)

Summary for Pond 5P: Addi Ditch South

Inflow Area = 4.460 ac, 45.07% Impervious, Inflow Depth = 2.27" for 100-Year event
 Inflow = 7.53 cfs @ 12.33 hrs, Volume= 0.842 af
 Outflow = 7.39 cfs @ 12.38 hrs, Volume= 0.842 af, Atten= 2%, Lag= 3.1 min
 Discarded = 0.09 cfs @ 12.38 hrs, Volume= 0.088 af
 Primary = 7.30 cfs @ 12.38 hrs, Volume= 0.754 af

Routing by Stor-Ind method, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
 Peak Elev= 1,240.61' @ 12.38 hrs Surf.Area= 3,764 sf Storage= 2,667 cf

Plug-Flow detention time= 28.6 min calculated for 0.841 af (100% of inflow)
 Center-of-Mass det. time= 28.9 min (900.5 - 871.6)

Volume	Invert	Avail.Storage	Storage Description
#1	1,239.50'	7,000 cf	Custom Stage Data (Prismatic) Listed below (Recalc)

Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)
1,239.50	1,050	0	0
1,241.50	5,950	7,000	7,000

Device	Routing	Invert	Outlet Devices
#1	Primary	1,240.00'	Custom Weir/Orifice, Cv= 2.62 (C= 3.28) Head (feet) 0.00 1.00 Width (feet) 3.00 10.00
#2	Discarded	1,239.50'	1.000 in/hr Exfiltration over Surface area

Discarded OutFlow Max=0.09 cfs @ 12.38 hrs HW=1,240.61' (Free Discharge)

↑2=Exfiltration (Exfiltration Controls 0.09 cfs)

Primary OutFlow Max=7.26 cfs @ 12.38 hrs HW=1,240.61' (Free Discharge)

↑1=Custom Weir/Orifice (Weir Controls 7.26 cfs @ 2.34 fps)

**Crow Wing County Planning and Zoning
Site Suitability Form
Article 3.2**

Property Owner: Kirk Schmitker Date: 5-11-15
 Mailing Address: KirkSchmitker@gmail.com
 City/State/Zip: _____
 Home Phone Number: _____ Cell: 763-252-0114

Site Address: No # Co. Rd. 3
 City/State/Zip: Cross Lake MN 56442

Legal Description: See Survey Plat
 Sec. 29 Twp: 137 Range: 27 Township Name: Cross Lake

Parcel Number: NONE as of this time

Lake/ River: NONE Lake/River Classification: N/A

Description of Soil Treatment Areas

	(Proposed) Site #1		(Alternate) Site #2	
Disturbed Areas	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Compacted Areas	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Flooding	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Run on Potential	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Limiting Layer Depth SB1	<u>6'</u>	SB2 <u>6'</u>	SB1 <u>6'</u>	SB2 <u>6'</u>
Slope %	<u>0-190</u>		<u>0-190</u>	
Direction of Slope	<u>Varies</u>		<u>Varies</u>	

Soil Sizing Factors

Perc. Rate	Texture	SSF	GPD/Sq.Ft.	Perc. Rate	Texture	SSF	GPD/Sq.Ft.
<0.1	Coarse Sand			16 to 30	Loam	1.67	0.60
0.1 to 5	Sand	0.83	1.20	31 to 45	Silt Loam	2.00	0.50
0.1 to 5	Fine Sand	<u>1.67</u>	0.60	46 to 60	Clay Loam	2.20	0.45
6 to 15	Sandy Loam	<u>1.27</u>	0.79	> 60	Clay Loam	****	0.24

Soil Texture	<u>Fine Sand</u>	<u>Fine Sand</u>
Soil Sizing Factor	<u>1.67</u>	<u>1.67</u>
Landscape Position	<u>N/A</u>	<u>N/A</u>
Vegetation Types	<u>Trees - Brush</u>	<u>Trees Brush</u>

Print Designer Name and License Number: JoAn Wannebo #4814
 Home Phone Number: 218 - 587 - 3977 Cell: 218 - 821 - 2955

Designer Signature: JoAn Wannebo Date: 5-11-15
 Comments/ Driving Directions: So. CL - Behind Roll off

Crow Wing County Planning and Zoning Site Suitability Soil Boring Logs for Proposed Septic System Sites

Property Owner: Kirk Schnitker

Date: 5-11-15

*Record depths of all horizons.

*Record all Redoximorphic Features, Restricting Layers and Saturated Soils.

*Include all Chroma and Hue values in boring log.

#1 Proposed Site

Depth in Inches	Texture	Munsell Color
0-11"	Topsoil	10YR 3/2
11-19"	SN. LM.	10YR 4/4
19-30"	Course LM	SN. 5/4
30-44"	FINE SAND	10YR 5/4
44-72"	SL	10YR 5/4

#2 Proposed Site

Depth in Inches	Texture	Munsell Color

#1 Alternate Site

Depth in Inches	Texture	Munsell Color
0-10"	Topsoil	10YR 3/2
10-20"	SN LM	10YR 4/4
20-38"	FINE SN.	10YR 5/4
38-72"	SL	10YR 5/8

#2 Alternate Site

Depth in Inches	Texture	Munsell Color

Legal Description: See plat Survey

Parcel Number: None yet

Designer Signature: John W. ...

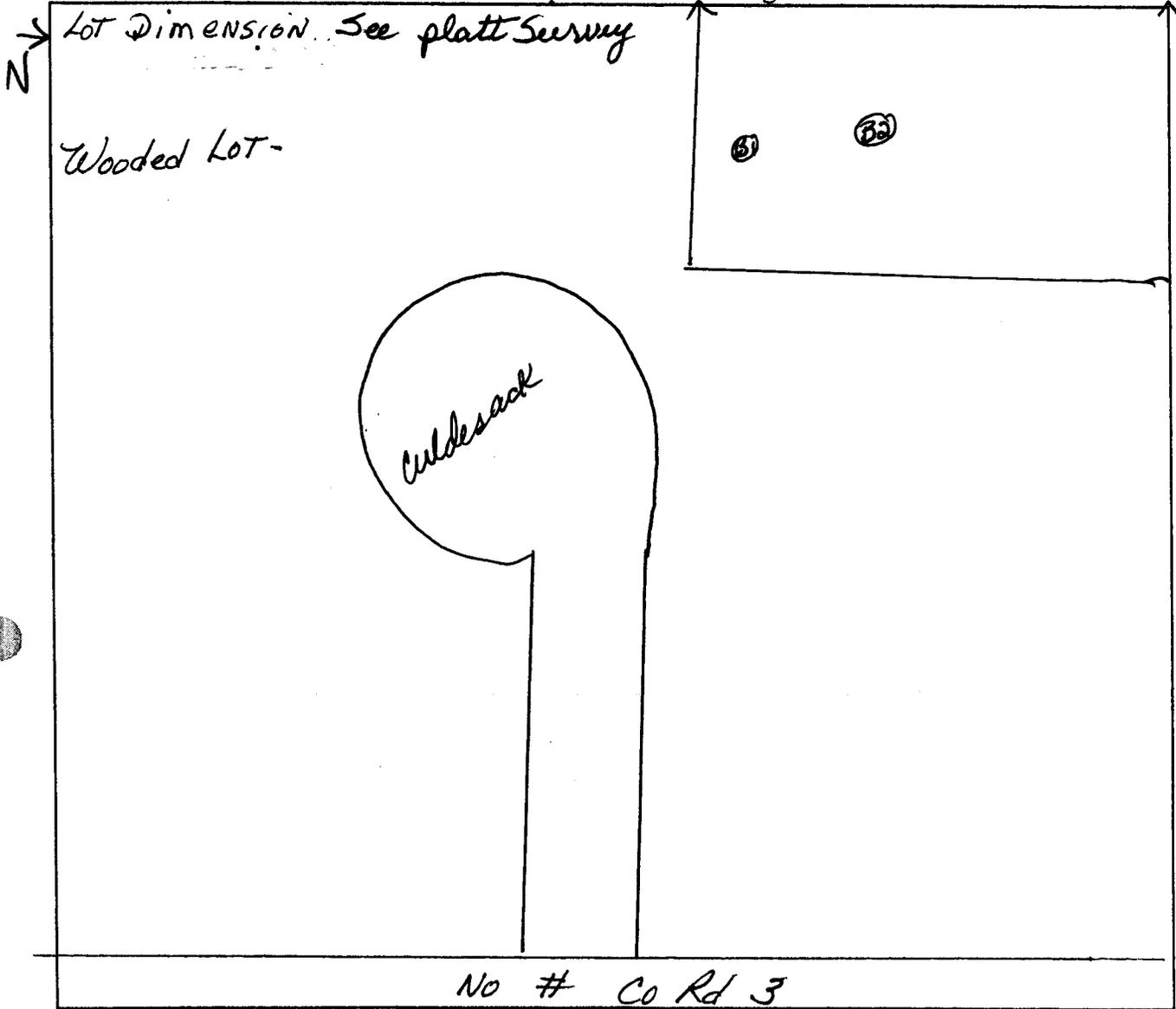
Date: 5-11-15

Crow Wing County Planning and Zoning
Site Sketch for Site Suitability

TRACT A

Property Owner: Kirk Schnitker Date: 5-11-15

Please Draw to Scale with North Arrow to top or Left Side of Page



Show Existing or Proposed:

- Water Wells within 100 ft. of drainfield locations
- All soil boring Locations
- Disturbed/Compacted Areas
- OHW as Needed
- Lot Easements
- Property lines, all existing structures, all relative setbacks

Legal Description: tract A

Parcel Number: NONE LISTED

Designer Signature: John W. Hennrich Date: 5-11-15

License Number: #4814

Tract B

Crow Wing County Planning and Zoning
Site Suitability Form
Article 3.2

Property Owner: Kirk Schritker Date: 5-11-15
Mailing Address: Kirkschritker@gmail.com
City/State/Zip: _____
Home Phone Number: _____ Cell: 763-252-0114

Site Address: No # Co. Rd. 3
City/State/Zip: Cross Lake MN 56442

Legal Description: See Survey Plat
Sec. 29 Twp: 137 Range: 27 Township Name: Cross Lake

Parcel Number: None as of this time

Lake/ River: None Lake/River Classification: N/A

Description of Soil Treatment Areas

	(Proposed) Site #1		(Alternate) Site #2	
Disturbed Areas	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Compacted Areas	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Flooding	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Run on Potential	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Limiting Layer Depth SB1	<u>6'</u>	SB2 <u>6'</u>	SB1 <u>6'</u>	SB2 <u>6'</u>
Slope %	<u>0-190</u>		<u>0-190</u>	
Direction of Slope	<u>Varies</u>		<u>Varies</u>	

Soil Sizing Factors

Perc. Rate	Texture	SSF	GPD/Sq.Ft.	Perc. Rate	Texture	SSF	GPD/Sq.Ft.
<0.1	Coarse Sand			16 to 30	Loam	1.67	0.60
0.1 to 5	Sand	0.83	1.20	31 to 45	Silt Loam	2.00	0.50
0.1 to 5	Fine Sand	<u>1.67</u>	0.60	46 to 60	Clay Loam	2.20	0.45
6 to 15	Sandy Loam	<u>1.27</u>	0.79	> 60	Clay Loam	****	0.24

Soil Texture	<u>Fine Sand</u>	<u>Fine Sand</u>
Soil Sizing Factor	<u>1.67</u>	<u>1.67</u>
Landscape Position	<u>N/A</u>	<u>N/A</u>
Vegetation Types	<u>Trees - Brush</u>	<u>Trees Brush</u>

Print Designer Name and License Number: Joan Wannebo #4814
Home Phone Number: 218 - 587 - 3977 Cell: 218 - 821 - 2955

Designer Signature: John Wannebo Date: 5-11-15
Comments/ Driving Directions: So. CL - Behind CL Roll off

Crow Wing County Planning and Zoning Site Suitability Soil Boring Logs for Proposed Septic System Sites

Property Owner: Kirk Schnitker

Date: 5-11-15

*Record depths of all horizons.

*Record all Redoximorphic Features, Restricting Layers and Saturated Soils.

*Include all Chroma and Hue values in boring log.

#1 Proposed Site

Depth in Inches	Texture	Munsell Color
0-10"	Topsoil	10YR 3/2
10-22"	SN. Lm.	10YR 4/4
22-40"	Fine SN.	5/3
40-72"	SL	10YR 5/5

#2 Proposed Site

Depth in Inches	Texture	Munsell Color

#1 Alternate Site

Depth in Inches	Texture	Munsell Color
0-10"	Topsoil	10YR 3/2
10-20"	SN Lm	10YR 4/4
20-38"	Fine SN.	10YR 5/4
38-72"	SL	10YR 5/8

#2 Alternate Site

Depth in Inches	Texture	Munsell Color

Legal Description: See plat Survey

Parcel Number: None yet

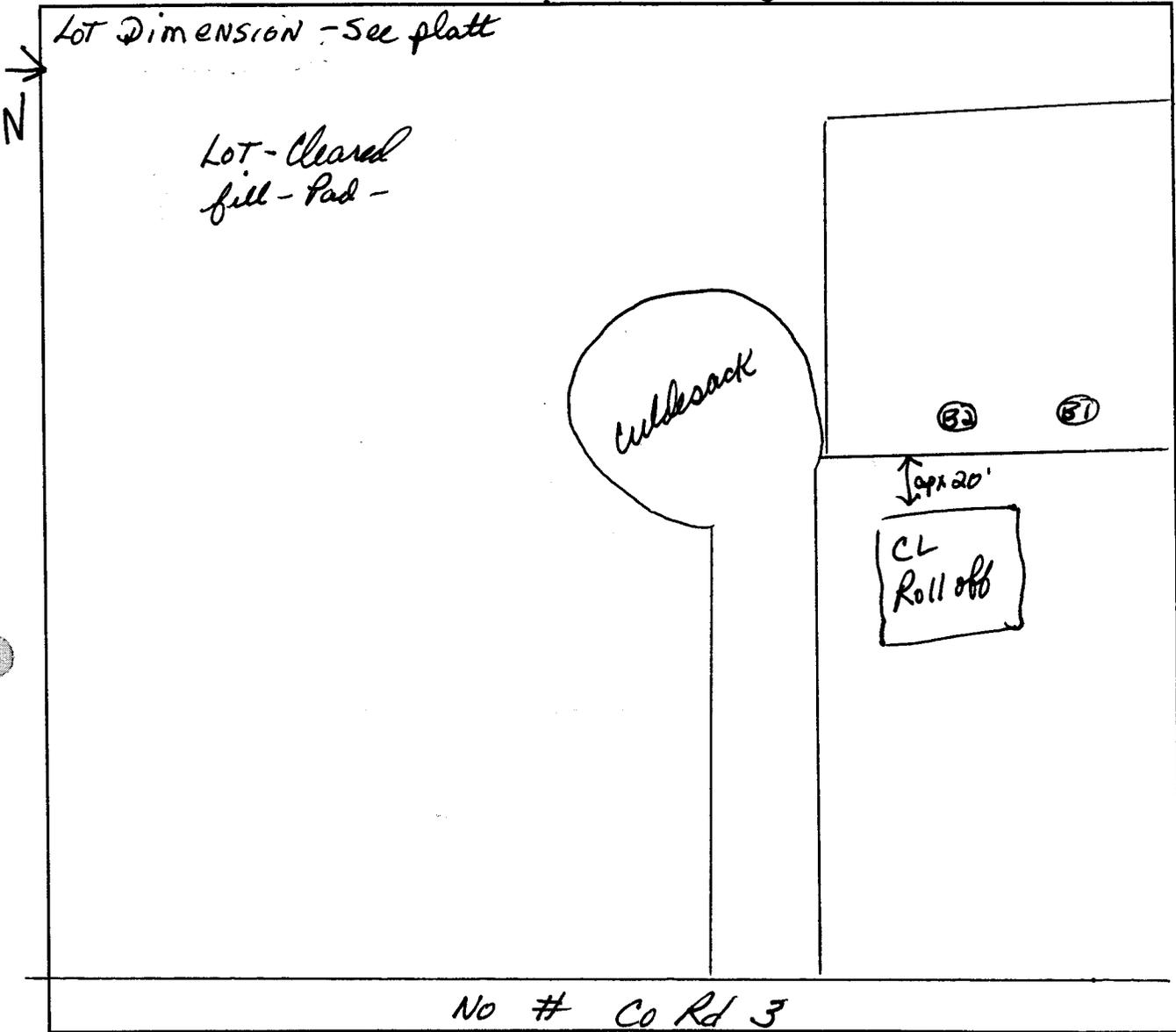
Designer Signature: John W. ...

Date: 5-11-15

Crow Wing County Planning and Zoning
Site Sketch for Site Suitability

Property Owner: Kirk Schnitker Date: 5-11-15

Please Draw to Scale with North Arrow to top or Left Side of Page



Show Existing or Proposed:

- Water Wells within 100 ft. of drainfield locations
- All soil boring Locations Disturbed/Compacted Areas
- OHW as Needed Lot Easements
- Property lines, all existing structures, all relative setbacks

Legal Description: tract B

Parcel Number: NONE LISTED

Designer Signature: John Wannabe Date: 5-11-15

License Number: #4814

Tract C

Crow Wing County Planning and Zoning
Site Suitability Form
Article 3.2

Property Owner: Kirk Schmitker Date: 5-11-15
Mailing Address: KirkSchmitker@gmail.com
City/State/Zip: _____
Home Phone Number: _____ Cell: 763-252-0114

Site Address: No # Co. Rd. 3
City/State/Zip: Cross Lake MN 56442

Legal Description: See Survey Plat tract C
Sec. 29 Twp: 137 Range: 27 Township Name: Cross Lake

Parcel Number: NONE as of this time

Lake/ River: NONE Lake/River Classification: N/A

Description of Soil Treatment Areas

	(Proposed) Site #1		(Alternate) Site #2	
Disturbed Areas	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Compacted Areas	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Flooding	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Run on Potential	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Limiting Layer Depth SB1	<u>6'</u>	SB2 <u>6'</u>	SB1 <u>6'</u>	SB2 <u>6'</u>
Slope %	<u>0-190</u>		<u>0-190</u>	
Direction of Slope	<u>Varies</u>		<u>Varies</u>	

Soil Sizing Factors							
Perc. Rate	Texture	SSF	GPD/Sq.Ft.	Perc. Rate	Texture	SSF	GPD/Sq.Ft.
<0.1	Coarse Sand			16 to 30	Loam	1.67	0.60
0.1 to 5	Sand	0.83	1.20	31 to 45	Silt Loam	2.00	0.50
0.1 to 5	Fine Sand	<u>1.67</u>	0.60	46 to 60	Clay Loam	2.20	0.45
6 to 15	Sandy Loam	<u>1.27</u>	0.79	> 60	Clay Loam	****	0.24

Soil Texture	<u>Fine Sand</u>	<u>Fine Sand</u>
Soil Sizing Factor	<u>1.67</u>	<u>1.67</u>
Landscape Position	<u>N/A</u>	<u>N/A</u>
Vegetation Types	<u>Trees-Brush</u>	<u>Trees Brush</u>

Print Designer Name and License Number: JoAn Wannebo #4814
Home Phone Number: 218 - 587 - 3977 Cell: 218 - 821 - 2955

Designer Signature: JoAn Wannebo Date: 5-11-15
Comments/ Driving Directions: So. CL - Behind CL Roll off

Crow Wing County Planning and Zoning Site Suitability Soil Boring Logs for Proposed Septic System Sites

Property Owner: Kirk Schnitker

Date: 5-11-15

*Record depths of all horizons.

*Record all Redoximorphic Features, Restricting Layers and Saturated Soils.

*Include all Chroma and Hue values in boring log.

#1 Proposed Site

Depth in Inches	Texture	Munsell Color
0 - 9 "	Topsoil	10YR 3/2
9 - 20 "	SN. Lm.	10YR 1/4
20 - 26 "	Fine SN.	5/3
26 - 41 "	Fine SAND	10YR 5/4
41 - 72 "	SL	10YR 5/3

#2 Proposed Site

Depth in Inches	Texture	Munsell Color

#1 Alternate Site

Depth in Inches	Texture	Munsell Color
0 - 10 "	Topsoil	10YR 3/2
10 - 18 "	SN Lm	10YR 1/4
18 - 30 "	Fine SN.	10YR 5/4
30 - 44 "	Fine SAND	10YR 5/8
44 - 72 "	SL	10YR 5/3

#2 Alternate Site

Depth in Inches	Texture	Munsell Color

Legal Description: See plat Survey

Parcel Number: NONE yet -

Designer Signature: John W. ...

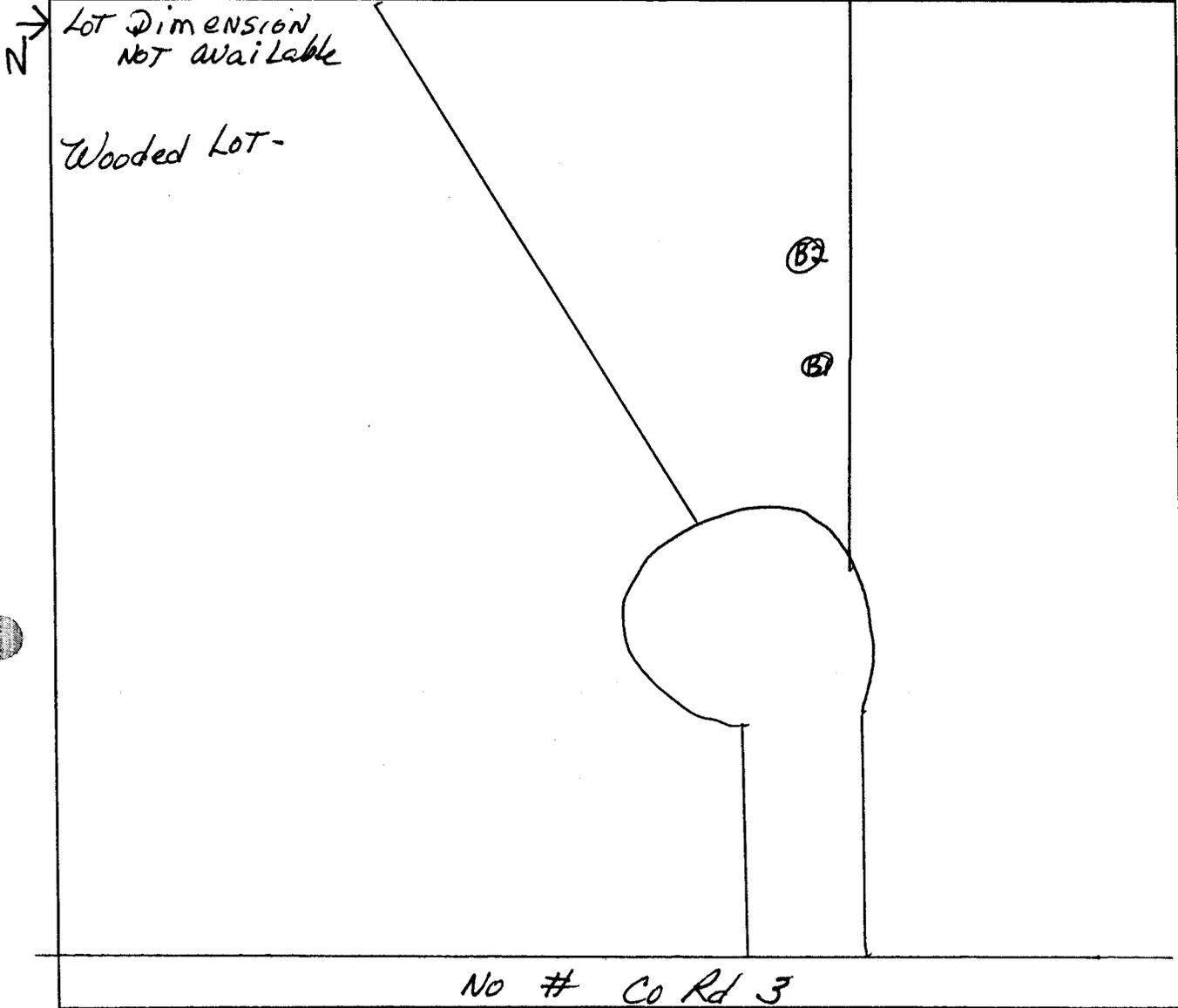
Date: 5-11-15

TRACT C

Crow Wing County Planning and Zoning
Site Sketch for Site Suitability

Property Owner: Kirk Schnitker Date: 5-11-15

Please Draw to Scale with North Arrow to top or Left Side of Page



Show Existing or Proposed:

- Water Wells within 100 ft. of drainfield locations
- All soil boring Locations Disturbed/Compacted Areas
- OHW as Needed Lot Easements
- Property lines, all existing structures, all relative setbacks

Legal Description: tract C

Parcel Number: NONE LISTED

Designer Signature: John W. ... Date: 5-11-15

License Number: #4814

Crow Wing County Planning and Zoning
Site Suitability Form
Article 3.2

Property Owner: Kirk Schmitker Date: 5-11-15
Mailing Address: KirkSchmitker@gmail.com
City/State/Zip: _____
Home Phone Number: _____ Cell: 763-252-0114

Site Address: No # Co. Rd. 3
City/State/Zip: Cross Lake MN 56442

Legal Description: See Survey Plat
Sec. 29 Twp: 137 Range: 27 Township Name: Cross Lake

Parcel Number: NONE as of this time

Lake/ River: NONE Lake/River Classification: N/A

Description of Soil Treatment Areas

	(Proposed) Site #1		(Alternate) Site #2	
Disturbed Areas	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Compacted Areas	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Flooding	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Run on Potential	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Limiting Layer Depth SB1	<u>6'</u>	SB2 <u>6'</u>	SB1 <u>6'</u>	SB2 <u>6'</u>
Slope %	<u>0-190</u>		<u>0-190</u>	
Direction of Slope	<u>Varies</u>		<u>Varies</u>	

Soil Sizing Factors

Perc. Rate	Texture	SSF	GPD/Sq.Ft.	Perc. Rate	Texture	SSF	GPD/Sq.Ft.
<0.1	Coarse Sand			16 to 30	Loam	1.67	0.60
0.1 to 5	Sand	0.83	1.20	31 to 45	Silt Loam	2.00	0.50
0.1 to 5	Fine Sand	<u>1.67</u>	0.60	46 to 60	Clay Loam	2.20	0.45
6 to 15	Sandy Loam	<u>1.27</u>	0.79	> 60	Clay Loam	****	0.24

Soil Texture: Fine Sand Fine Sand
Soil Sizing Factor: 1.67 1.67
Landscape Position: N/A N/A
Vegetation Types: Trees - Brush Trees Brush

Print Designer Name and License Number: Joan Wannebo #4814
Home Phone Number: 218 - 587 - 3977 Cell: 218 - 821 - 2955

Designer Signature: Joan Wannebo Date: 5-11-15
Comments/ Driving Directions: So. CL - Behind CL Roll off

**Crow Wing County Planning and Zoning
Site Suitability Soil Boring Logs for Proposed Septic System Sites**

Property Owner: Kirk Schnitker

Date: 5-11-15

- *Record depths of all horizons.
- *Record all Redoximorphic Features, Restricting Layers and Saturated Soils.
- *Include all Chroma and Hue values in boring log.

#1 Proposed Site

Depth in Inches	Texture	Munsell Color
0-19"	Topsoil	10YR 3/2
19-27"	SN. Lm.	10YR 4/4
27-38"	Fine SN.	5/3
38-72"	SL	10YR 5/4

#2 Proposed Site

Depth in Inches	Texture	Munsell Color

#1 Alternate Site

Depth in Inches	Texture	Munsell Color
0-19"	Topsoil	10YR 3/2
19-25"	SN Lm	10YR 4/4
25-39"	Fine SN.	10YR 5/4
39"-72"	SL	10YR 5/8

#2 Alternate Site

Depth in Inches	Texture	Munsell Color

Legal Description: See plat Survey Tract D

Parcel Number: NONE yet -

Designer Signature: John Wannabe

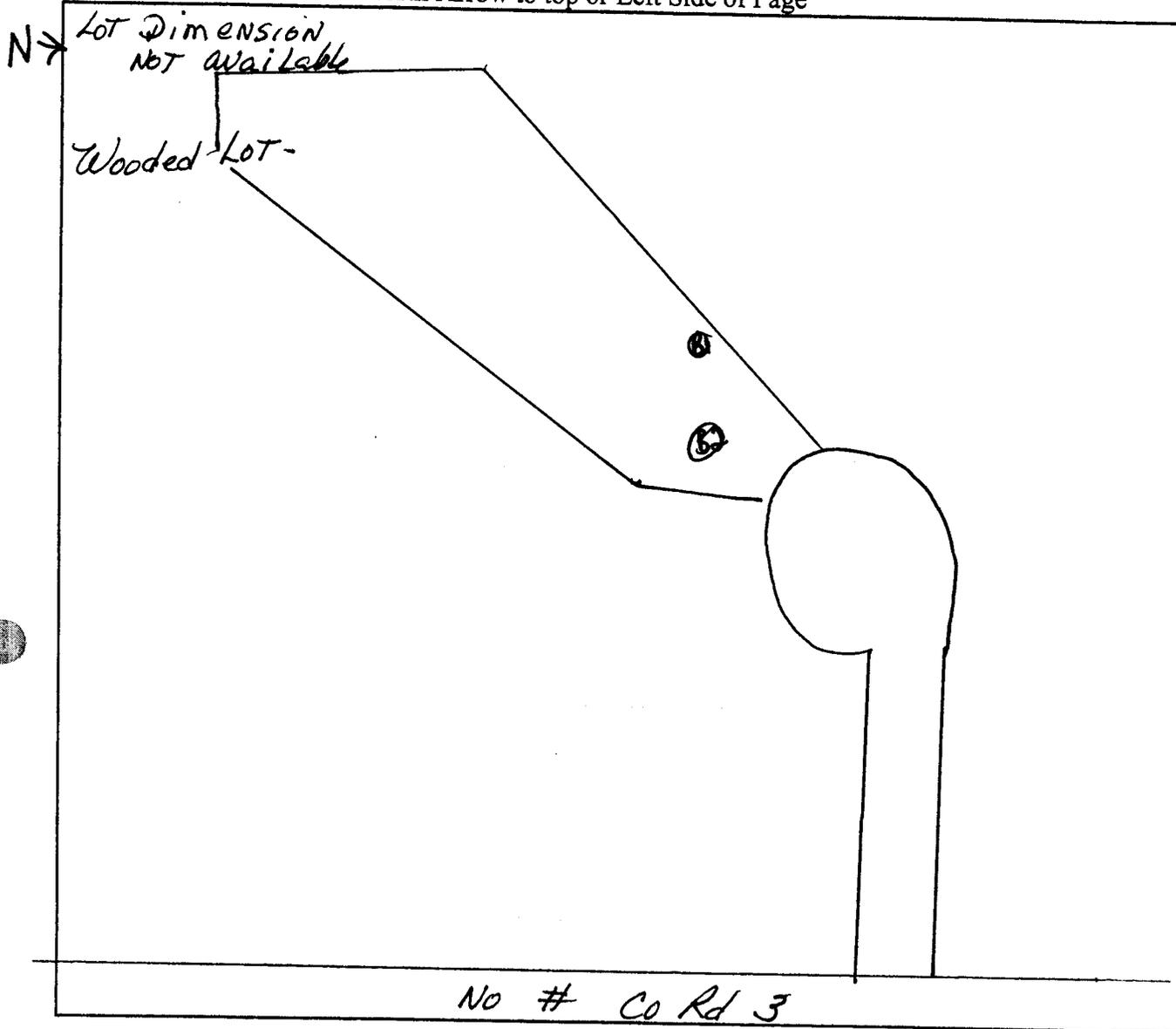
Date: 5-11-15

Crow Wing County Planning and Zoning
Site Sketch for Site Suitability

TRACT D

Property Owner: Kirk Schnitker Date: 5-11-15

Please Draw to Scale with North Arrow to top or Left Side of Page



Show Existing or Proposed:

- Water Wells within 100 ft. of drainfield locations
- All soil boring Locations
- Disturbed/Compacted Areas
- OHW as Needed
- Lot Easements
- Property lines, all existing structures, all relative setbacks

Legal Description: tract D

Parcel Number: NONE LISTED

Designer Signature: John Wannabe Date: 5-11-15

License Number: #4814

**Crow Wing County Planning and Zoning
Site Suitability Form
Article 3.2**

Tract E

Property Owner: Kirk Schmitker Date: 5-11-15
 Mailing Address: Kirkschmitker@gmail.com
 City/State/Zip: _____
 Home Phone Number: - - Cell: 763-252-0114

Site Address: No # Co. Rd. 3
 City/State/Zip: Cross Lake MN 56442

Legal Description: See Survey Plat
 Sec. 29 Twp: 137 Range: 27 Township Name: Cross Lake

Parcel Number: NONE as of this time

Lake/ River: NONE Lake/River Classification: N/A

Description of Soil Treatment Areas

	(Proposed) Site #1		(Alternate) Site #2	
Disturbed Areas	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Compacted Areas	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Flooding	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Run on Potential	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Limiting Layer Depth SB1	<u>6'</u>	SB2 <u>6'</u>	SB1 <u>6'</u>	SB2 <u>6'</u>
Slope %	<u>0-190</u>		<u>0-190</u>	
Direction of Slope	<u>Varies</u>		<u>Varies</u>	

Soil Sizing Factors							
Perc. Rate	Texture	SSF	GPD/Sq.Ft.	Perc. Rate	Texture	SSF	GPD/Sq.Ft.
<0.1	Coarse Sand			16 to 30	Loam	1.67	0.60
0.1 to 5	Sand	0.83	1.20	31 to 45	Silt Loam	2.00	0.50
0.1 to 5	Fine Sand	<u>1.67</u>	0.60	46 to 60	Clay Loam	2.20	0.45
6 to 15	Sandy Loam	<u>1.27</u>	0.79	> 60	Clay Loam	****	0.24

Soil Texture	<u>Fine Sand</u>	<u>Fine Sand</u>
Soil Sizing Factor	<u>1.67</u>	<u>1.67</u>
Landscape Position	<u>N/A</u>	<u>N/A</u>
Vegetation Types	<u>Trees - Brush</u>	<u>Trees Brush</u>

Print Designer Name and License Number: Joan Wannebo #4814
 Home Phone Number: 218 - 587 - 3977 Cell: 218 - 821 - 2955

Designer Signature: Joan Wannebo Date: 5-11-15
 Comments/ Driving Directions: So. CL - Behind Roll off

**Crow Wing County Planning and Zoning
Site Suitability Soil Boring Logs for Proposed Septic System Sites**

Property Owner: Kirk Schnitker

Date: 5-11-15

- *Record depths of all horizons.
- *Record all Redoximorphic Features, Restricting Layers and Saturated Soils.
- *Include all Chroma and Hue values in boring log.

#1 Proposed Site

Depth in Inches	Texture	Munsell Color
0-13 "	Topsoil	10YR 3/2
13 -33 "	SN. Lm.	10YR 4/4
33 -42 "	Fine SN.	5/4
42 -72 "	SL	10YR 6/4

#2 Proposed Site

Depth in Inches	Texture	Munsell Color

#1 Alternate Site

Depth in Inches	Texture	Munsell Color
0-13 "	Topsoil	10YR 3/2
13 -36 "	SN Lm	10YR 4/4
36 -40 "	Fine SN.	10YR 5/4
40 -72 "	SL	10YR 6/8

#2 Alternate Site

Depth in Inches	Texture	Munsell Color

Legal Description: See plat Survey Tract E

Parcel Number: None yet -

Designer Signature: John W. ...

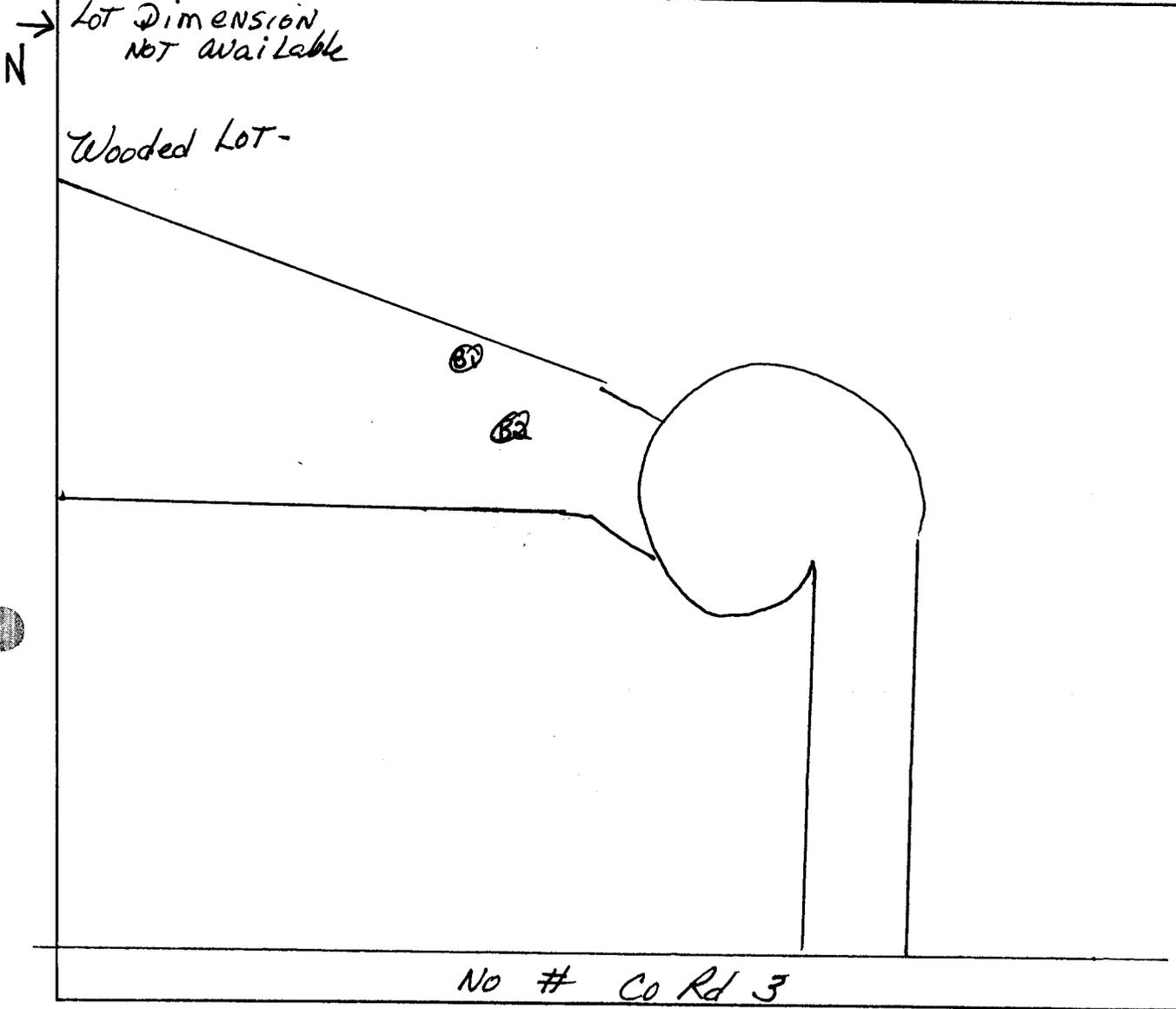
Date: 5-11-15

Crow Wing County Planning and Zoning
Site Sketch for Site Suitability

TRACT E

Property Owner: Kirk Schnitker Date: 5-11-15

Please Draw to Scale with North Arrow to top or Left Side of Page



Show Existing or Proposed:

- Water Wells within 100 ft. of drainfield locations
- All soil boring Locations
- Disturbed/Compacted Areas
- OHW as Needed
- Lot Easements
- Property lines, all existing structures, all relative setbacks

Legal Description: tract E

Parcel Number: NONE LISTED

Designer Signature: John Wannabe Date: 5-11-15

License Number: #4814

**Crow Wing County Planning and Zoning
Site Suitability Form
Article 3.2**

Property Owner: Kirk Schmitker Date: 5-11-15
 Mailing Address: Kirkschnitker@gmail.com
 City/State/Zip: _____
 Home Phone Number: _____ Cell: 763-252-0114

Site Address: No # Co. Rd. 3
 City/State/Zip: Cross Lake MN 56442

Legal Description: See Survey Plat
 Sec. 29 Twp: 137 Range: 27 Township Name: Cross Lake

Parcel Number: NONE as of this time

Lake/ River: NONE Lake/River Classification: N/A

Description of Soil Treatment Areas

	(Proposed) Site #1		(Alternate) Site #2	
Disturbed Areas	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Compacted Areas	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Flooding	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Run on Potential	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Limiting Layer Depth SB1	<u>6'</u>	SB2 <u>6'</u>	SB1 <u>6'</u>	SB2 <u>6'</u>
Slope %	<u>0-190</u>		<u>0-190</u>	
Direction of Slope	<u>Varies</u>		<u>Varies</u>	

Soil Sizing Factors							
Perc. Rate	Texture	SSF	GPD/Sq.Ft.	Perc. Rate	Texture	SSF	GPD/Sq.Ft.
<0.1	Coarse Sand			16 to 30	Loam	1.67	0.60
0.1 to 5	Sand	0.83	1.20	31 to 45	Silt Loam	2.00	0.50
0.1 to 5	Fine Sand	<u>1.67</u>	0.60	46 to 60	Clay Loam	2.20	0.45
6 to 15	Sandy Loam	<u>1.27</u>	0.79	> 60	Clay Loam	****	0.24

Soil Texture	<u>Fine Sand</u>	<u>Fine Sand</u>
Soil Sizing Factor	<u>1.67</u>	<u>1.67</u>
Landscape Position	<u>N/A</u>	<u>N/A</u>
Vegetation Types	<u>Trees - Brush</u>	<u>Trees Brush</u>

Print Designer Name and License Number: Joan Wannebo #4814
 Home Phone Number: 218 - 587 - 3977 Cell: 218 - 821 - 2955

Designer Signature: Joan Wannebo Date: 5-11-15
 Comments/ Driving Directions: So. CL - Behind Roll off

**Crow Wing County Planning and Zoning
Site Suitability Soil Boring Logs for Proposed Septic System Sites**

Property Owner: Kirk Schnitker

Date: 5-11-15

- *Record depths of all horizons.
- *Record all Redoximorphic Features, Restricting Layers and Saturated Soils.
- *Include all Chroma and Hue values in boring log.

#1 Proposed Site

Depth in Inches	Texture	Munsell Color
0 - 9 "	Topsoil	10YR 3/2
9 - 14 "	SN. Lm.	10YR 4/4
14 - 34 "	Fine SN.	5/3
34 - 72 "	SL	10YR 5/7

#2 Proposed Site

Depth in Inches	Texture	Munsell Color

#1 Alternate Site

Depth in Inches	Texture	Munsell Color
0 - 12 "	Topsoil	10YR 3/2
12 - 18 "	SN Lm	10YR 4/4
18 - 40 "	Fine SN.	10YR 5/4
40 - 72 "	SL	10YR 5/8

#2 Alternate Site

Depth in Inches	Texture	Munsell Color

Legal Description: See plat Survey

Parcel Number: NONE yet -

Designer Signature: John Wannabe

Date: 5-11-15

Crow Wing County Planning and Zoning
Site Sketch for Site Suitability

TRACT F

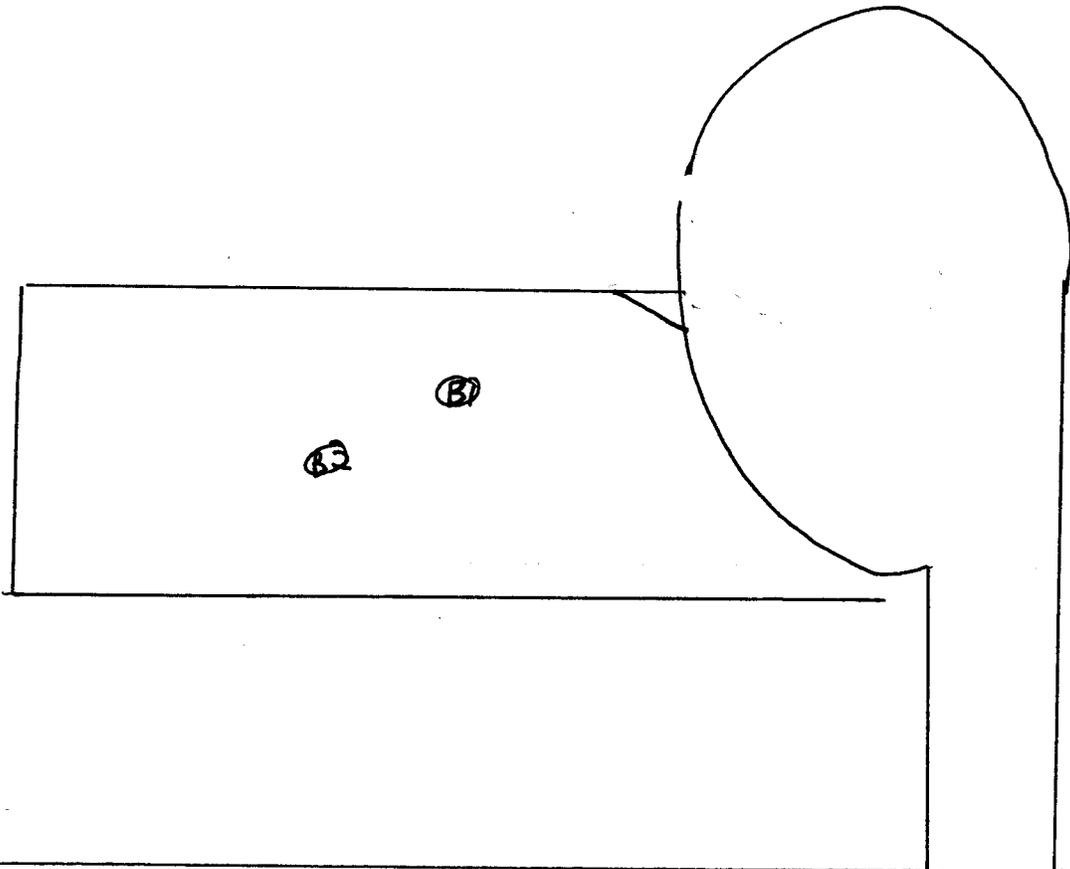
Property Owner: Kirk Schnitker Date: 5-11-15

Please Draw to Scale with North Arrow to top or Left Side of Page

Lot Dimension
Not available

→ N

Wooded Lot -



No # Co Rd 3

Show Existing or Proposed:

- Water Wells within 100 ft. of drainfield locations
- All soil boring Locations
- Disturbed/Compacted Areas
- OHW as Needed
- Lot Easements
- Property lines, all existing structures, all relative setbacks

Legal Description: tract F

Parcel Number: NONE LISTED

Designer Signature: John Wrenn Date: 5-11-15

License Number: #4814

**Crow Wing County Planning and Zoning
Site Suitability Form
Article 3.2**

Tract 6

Property Owner: Kirk Schmitker Date: 5-11-15
 Mailing Address: KirkSchmitker@gmail.com
 City/State/Zip: _____
 Home Phone Number: _____ Cell: 763-252-0114

Site Address: No # Co. Rd. 3
 City/State/Zip: Cross Lake MN 56442

Legal Description: See Survey Plat
 Sec. 29 Twp: 137 Range: 27 Township Name: Cross Lake

Parcel Number: NONE as of this time

Lake/ River: NONE Lake/River Classification: N/A

Description of Soil Treatment Areas

	(Proposed) Site #1		(Alternate) Site #2	
Disturbed Areas	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Compacted Areas	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Flooding	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Run on Potential	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Limiting Layer Depth SB1	<u>6'</u>	SB2 <u>6'</u>	SB1 <u>6'</u>	SB2 <u>6'</u>
Slope %	<u>0-190</u>		<u>0-190</u>	
Direction of Slope	<u>Varies</u>		<u>Varies</u>	

Soil Sizing Factors							
Perc. Rate	Texture	SSF	GPD/Sq.Ft.	Perc. Rate	Texture	SSF	GPD/Sq.Ft.
<0.1	Coarse Sand			16 to 30	Loam	1.67	0.60
0.1 to 5	Sand	0.83	1.20	31 to 45	Silt Loam	2.00	0.50
0.1 to 5	Fine Sand	<u>1.67</u>	0.60	46 to 60	Clay Loam	2.20	0.45
6 to 15	Sandy Loam	<u>1.27</u>	0.79	> 60	Clay Loam	****	0.24

Soil Texture	<u>Fine Sand</u>	<u>Fine Sand</u>
Soil Sizing Factor	<u>1.67</u>	<u>1.67</u>
Landscape Position	<u>N/A</u>	<u>N/A</u>
Vegetation Types	<u>Trees - Brush</u>	<u>Trees Brush</u>

Print Designer Name and License Number: Joan Wannebo #4814
 Home Phone Number: 218 - 587 - 3977 Cell: 218 - 821 - 2955

Designer Signature: Joan Wannebo Date: 5-11-15
 Comments/ Driving Directions: So. CL - Behind Roll off

**Crow Wing County Planning and Zoning
Site Suitability Soil Boring Logs for Proposed Septic System Sites**

Property Owner: Kirk Schnitker

Date: 5-11-15

*Record depths of all horizons.

*Record all Redoximorphic Features, Restricting Layers and Saturated Soils.

*Include all Chroma and Hue values in boring log.

#1 Proposed Site

Depth in Inches	Texture	Munsell Color
0-12"	Topsoil	10YR 3/2
12-27"	SN. Lm.	10YR 4/4
27-38"	Fine SN. Rock	5/3
38-72"	SL	10YR 4/4

#2 Proposed Site

Depth in Inches	Texture	Munsell Color

#1 Alternate Site

Depth in Inches	Texture	Munsell Color
0-12"	Topsoil	10YR 3/2
12-30"	SN Lm	10YR 4/4
30-38"	Fine SN. Rock	10YR 5/4
38-72"	SL	10YR 6/8

#2 Alternate Site

Depth in Inches	Texture	Munsell Color

Legal Description: See plat Survey

Parcel Number: None yet

Designer Signature: John W. ...

Date: 5-11-15

Crow Wing County Planning and Zoning
Site Sketch for Site Suitability

TRACT 6

Property Owner: Kirk Schnitker

Date: 5-11-15

Please Draw to Scale with North Arrow to top or Left Side of Page

N →

Lot Dimension
Not available

Wooded Lot -
* House - To Be Removed
* Abandon Septic System

Culdesack



No # Co Rd 3

Show Existing or Proposed:

- Water Wells within 100 ft. of drainfield locations
- All soil boring Locations Disturbed/Compacted Areas
- OHW as Needed Lot Easements
- Property lines, all existing structures, all relative setbacks

Legal Description: tract 6

Parcel Number: NONE LISTED

Designer Signature: John Wannabe

Date: 5-11-15

License Number: #4814

Staff Report
Crosslake Parks, Recreation and Library

Date: June 3, 2015

To: Crosslake City Council/Crosslake Planning and Zoning Commission

From: Jon Henke, Director of Parks, Recreation and Library

Subject: Park Dedication Recommendations

Steenberg Metes and Bounds Application

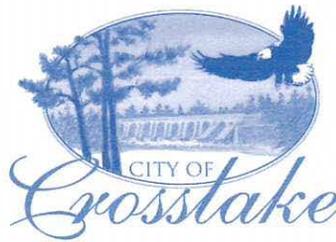
The Park/Library Commission recommended cash in lieu of land for the Steenberg Metes and Bounds Subdivision on June 3rd, 2015. Motion passed unanimously.

Schnitker Preliminary Plat

The Park/Library Commission recommended cash in lieu of land for the Schnitker Metes Preliminary Plat on June 3rd, 2015. Motion passed unanimously.

Jon Henke, Director
Crosslake Parks, Recreation and Library

City Hall: 218-692-2688
Planning & Zoning: 218-692-2689
Fax: 218-692-2687



37028 County Road 66
Crosslake, Minnesota 56442
www.cityofcrosslake.org

CITY OF CROSSLAKE

PLANNING COMMISSION/BOARD OF ADJUSTMENT

June 26, 2015

9:00 A.M.

Crosslake City Hall
37028 County Road 66, Crosslake MN 56442
(218) 692-2689

PUBLIC HEARING NOTICE

Applicant: Kirk Schnitker

Site Location: 34309 County Road 3, Crosslake, MN

Request:

- Preliminary Plat of Whitefish Business Park

To:

- Subdivide parcel #120294100CA0009 involving 5 tracts involving 4.53 acres

Notification: Pursuant to Minnesota Statutes Chapter 462 and the City of Crosslake Zoning Ordinance, you are hereby notified of a public hearing before the City of Crosslake Planning Commission/Board of Adjustment. Property owners have been notified according to MN State Statute 462 and has been published in the Northland Press. Please share this notice with any of your neighbors who may not have been notified by mail.

Information: Copies of the application and all maps, diagrams or documents are available at Crosslake City Hall or by contacting the Crosslake Planning & Zoning staff at 218-692-2689. Please submit your comments in writing including your name and mailing address to Crosslake City Hall or (crosslakepz@crosslake.net).

Crow Wing County Highway Department comments:

Please see comments from 2014 regarding removal of entrance and installing concrete culvert for Addi Lane.

OWNER & DEVELOPER

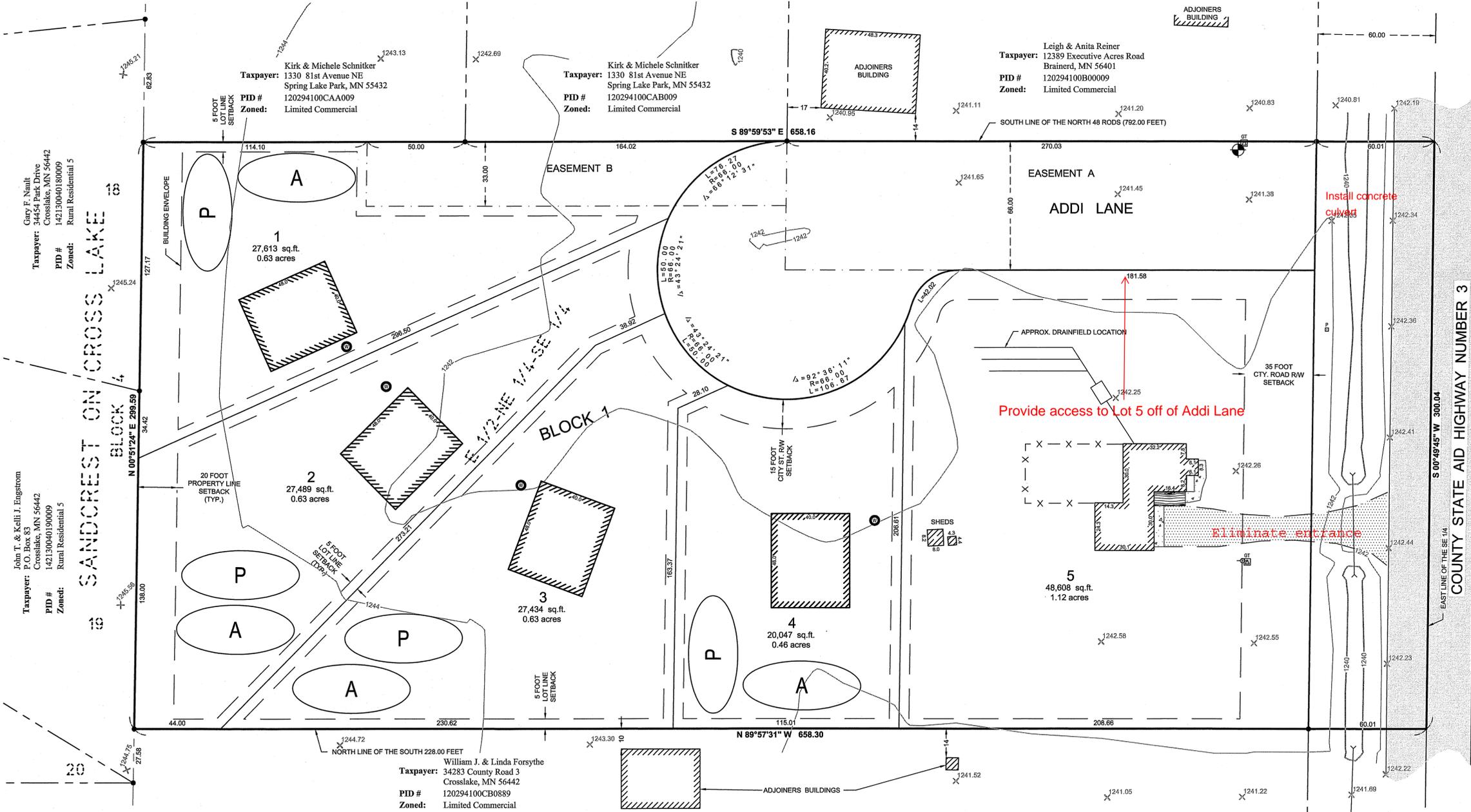
Kirk Schnitker
Schnitker & Associates, P.A.
1330 81st Avenue
Spring Lake Park, MN 55432

SURVEYOR

Stonemark Land Surveying, Inc.
P.O. Box 874
Pequot Lakes, MN. 56472
ATTN: Cynthia M. Hidde

WHITEFISH BUSINESS PARK

PRELIMINARY PLAT
PART OF THE EAST HALF OF THE NE 1/4-SE 1/4
SECTION 29, TOWNSHIP 137 NORTH, RANGE 27 WEST,
CROW WING COUNTY, MINNESOTA
TOTAL AREA = 197,330 SQ. FT. / 4.53 ACRES



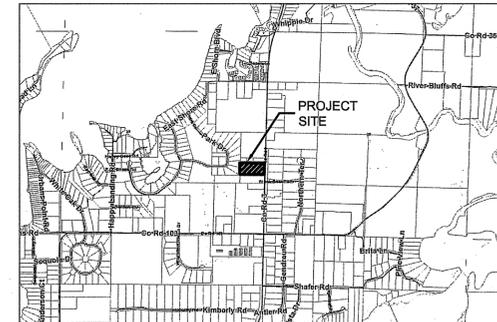
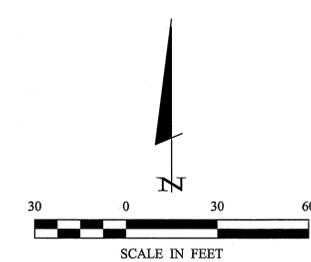
- LEGEND**
- X DENOTES EXISTING FENCE LINE
 - DENOTES EDGE OF EXISTING BITUMINOUS
 - DENOTES EDGE OF EXISTING GRAVEL
 - DENOTES EDGE OF EXISTING CONCRETE
 - DENOTES EDGE OF EXISTING WOODEN DECKING
 - 1200 DENOTES EXISTING INTERMEDIATE CONTOURS
 - 1210 DENOTES EXISTING INDEX CONTOURS
 - X 1234.5 DENOTES SPOT ELEVATION (EXISTING GRADE)
 - DENOTES EXISTING UTILITY POLE
 - BT DENOTES EXISTING GROUND TRANSFORMER
 - DENOTES EXISTING PHONE PEDESTAL & PHONE BOX
 - DENOTES EXISTING CULVERT LOCATION
 - ⊙ DENOTES BENCHMARK: SW CORNER OF GROUND TRANSFORMER BASE
ELEV. = 1241.47
 - DENOTES MONUMENT FOUND

ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE CROW WING COUNTY COORDINATE SYSTEM.

LEGEND
PROPOSED LOT IMPROVEMENTS FOR ILLUSTRATIVE PURPOSES ONLY

- DENOTES POSSIBLE BUILDING SITE
- DENOTES POSSIBLE WELL LOCATION
- P DENOTES POSSIBLE DRAINFIELD LOCATION
- A DENOTES POSSIBLE ALTERNATE DRAINFIELD LOCATION

Notes:
1. The tracts shown and described herein must be approved by the local zoning authority before title is transferred and/or building permits obtained.
2. Contact "GOPHER ONE-CALL" 1-800-252-1166 prior to construction.
3. The information contained herein is subject to change without notice, including, without limitation, configuration of lots, structures, roads, recreational areas, amenities, etc.



VICINITY MAP

CONTOUR INFORMATION

Contours shown have been obtained using standard survey topographic methodologies. Contour interval is 2 feet as shown on this drawing.

SOIL DATUM

The Web Soil Survey indicates soil in the proposed platted area to be classified as "D49A - Graycalm loamy sand, 0 to 2 percent slopes". These soils are reported to be "Not limited", which indicates that the soil has features that are very favorable for septic tank and drainfield applications.

VEGETATION AND TOPOGRAPHIC ALTERATIONS

The plat will consist of 5 lots for commercial purposes. Each lot will support improvements where vegetation and land alterations will occur for the construction of buildings, drives, sewer systems, and other appropriate commercial amenities.

UTILITIES

- All lots have been designed large enough to allow for two (2) possible drainfield sites as shown on the plat. Drainfield sites must meet all setback requirements as set forth in the city's ordinances. All lots will be served by private wells for their individual water supply.
- Septic system as shown is approximate based on sketch from Bob Bartel.

EROSION CONTROL PLAN

- All ground disturbed by construction is to be stabilized as soon as possible using seed and mulch turf establishment
- Maintain vegetation along property lines and areas undisturbed by construction
- No filling or disturbing wet land(s) areas.
- Silt fences shall be placed at edge of wet lands during construction.

LEGAL DESCRIPTION

That part of the East half of the Northeast Quarter of the Southeast Quarter, Section 29, Township 137 North, Range 27 West, Crow Wing County, Minnesota, lying south of the north 792.00 feet and north of the south 228.00 feet of said East half of the Northeast Quarter of the Southeast Quarter.

Subject to an ingress and egress easement over and across the south 66.00 feet of the north 858.00 feet of the east 330.00 feet of said East half of the Northeast Quarter of the Southeast Quarter and the south 33.00 feet of the north 825.00 feet of the west 214.00 feet of the east 544.00 feet of said East half of the Northeast Quarter of the Southeast Quarter.

Subject to easements, restrictions and reservations of record.

ZONING

Current zoning is Limited Commercial.

30176 Old Highway #371
Suite 2874
P. O. Box 874
Pequot Lakes, MN 56472
218-368-4940
www.stonemarksurvey.com



I HEREBY CERTIFY THAT THIS SURVEY, PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED SURVEYOR OR LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.
Cynthia M. Hidde
CYNTHIA M. HIDDE PLS48481
DATE: 5/18/15

REVISIONS	DATE	DESCRIPTION
BY: R/J	5-13-2015	Updated per City comments

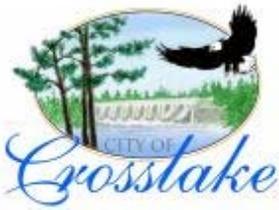
DATE:	5-9-2015
SCALE:	1"=50'
HORIZ.:	1"=50'
VERT.:	NONE

PROJECT No.:	13319-1
FILE NAME:	PL13319-1.dwg
FIELD BOOK:	BOOK 422
PG. 56	

PROJECT MANAGER:	CMH
CHECKED BY:	CMH
DRAWN BY:	R/J

WHITEFISH BUSINESS PARK
PRELIMINARY PLAT
Kirk Schnitker
Schnitker & Associates, P.A.
1330 81st Avenue
Spring Lake Park, MN 55432

Project: Escalante - F:\Drawings\2015\13319_Schnitker\PL13319-1.dwg



CITY OF CROSSLAKE

PLANNING & ZONING MEETING

November 21, 2014

9:00 A.M.

Crosslake City Hall
37028 County Road 66, Crosslake MN 56442
(218) 692-2689

PUBLIC HEARING INFORMATION

Applicant: Kirk Schnitker

Site Location: 34309 County Road 3, Crosslake, MN 56442

Request:

- To subdivide parcel #120294100CA0009 into three parcels

Notification: Pursuant to Minnesota Statutes Chapter 462 and the City of Crosslake Zoning Ordinance, you are hereby notified of a public hearing before the Crosslake Planning & Zoning Commission. Property owners have been notified according to MN State Statute 462 and has been published in the Northland Press. Please share this notice with any of your neighbors who may not have been notified by mail.

Information: Copies of the application and all maps, diagrams or documents are available at www.cityofcrosslake.org or by contacting Sue Maske, Crow Wing County Land Services at 218-824-1132. Please submit your comments including your name and mailing address to environmental.services@crowwing.us or via mail to the address listed above.

Highway Department comments:

It is the highway department's understanding that once the subdivision is approved, the owner intends to Plat 5 additional lots. Conditions on the easement road/ future platted road are that a concrete culvert would be required and the existing entrance to Tract C off of CSAH 3 would need to be removed. Tract C will have access off the new easement/ platted road. See attached correspondence from the entrance permit application. Mr. Schnitker and the highway department are working together on this and it has been agreed that the existing entrance to Tract C must be removed by July 22, 2015 if development proceeds as planned.

Additionally, if possible, Crosslake Rolloff should be encouraged to utilize the easement/ platted road and have their existing entrance off of CSAH 3 removed for safety reasons.



7-10-14

Kirk & Michele Schnitker
1330 81st Ave NE
Spring Lake Park, MN 55432

RE: Entrance Approach near 34309 CSAH 3

Dear Mr. & Mrs. Schnitker,

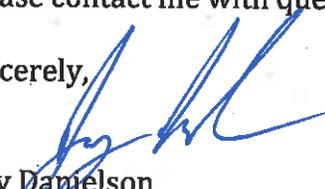
The Crow Wing County Highway Department received your Entrance Permit on July 2. Our department has reviewed your application. The survey plat "Option D" attached to the permit application, discussions with the City of Crosslake's Planning & Zoning and Public Works, along with onsite visits were all factors considered.

In reviewing your application the Crow Wing County Highway Department approves your application to install an entrance for the subdivision according to the survey plat "Option D". As part of the Crow Wing County Subdivision Ordinance, referencing Road Construction, the owner of a subdivision is required to provide and install a concrete culvert when connecting to a collector or higher classified roadway. CSAH 3 is a higher classification. The concrete culvert size shall be 18" in diameter. The length of the concrete culvert will be determined by the width of the road plus a minimum of 4:1 slopes on each side.

After analyzing your request to leave the existing approach to your rental property, Lot D 1 on the survey plat, "Option D", we will require that this approach be removed. The access to this lot will need to come from the newly established road. The county requires that all lots within a subdivision, utilize accesses on roads with lower traffic volumes. This requirement is for the safety of motorists by reducing the number of access points onto collector or higher classified roadways.

Please contact me with questions or concerns.

Sincerely,


Jory Danielson
Maintenance Supervisor

Jory Danielson
Maintenance Supervisor
Highway Department
16589 County Road 142
-Brainerd, MN 56401

Our Vision: Being Minnesota's favorite place.
Our Mission: Serve well. Deliver value. Drive results.
Our Values: Be responsible. Treat people right. Build a better future.

Office: (218) 824-1110
Cell: (218) 820-9922
Fax: (218) 824-1111
www.crowwing.us



City of Crosslake Planning Commission/Board of Adjustment

Findings of Fact

Supporting/Denying a Preliminary Plat

Findings should be made in either recommending for or against a plat, and should reference Chapter 44 of the City Subdivision Ordinance. The following questions are to be considered, but are not limited to:

1. Does the proposed plat conform to the City's Comprehensive Plan?

Yes No

2. Is the proposed plat consistent with the existing City Subdivision Ordinance? Specify the applicable sections of the ordinance.

Yes No

3. Are there any other standards, rules or requirements that this plat must meet?

Yes No Specify other required standards.

4. Is the proposed plat compatible with the present land uses in the area of the proposal?

Yes No Zoning District

5. Does the plat conform to all applicable performance standards in Article 2 of the Subdivision Ordinance? Yes No

6. How are the potential environmental impacts being resolved? (Does the plat meet the following City Standards?)

Stormwater

Erosion /Sediment Control

Wetlands

Floodplain

Shoreland

Septic Systems

7. Have the potential public health, safety or traffic generation impacts been addressed?
Yes No

8. Other issues pertinent to this matter.

F.Z.a.

CROSSLAKE COMMUNICATIONS
HIGHLIGHTS FOR JUNE 2015

1. **Minutes** of June 28, 2015 Crosslake Communications Advisory Board meeting are included.
2. The **Financial Statements** for May 2015 are included (motion needed).
3. The list of **May 2015 checks/disbursements** are included (motion needed).
4. The **Customer Counts Report** has been included in the packet.
5. We have ordered the materials for the first phase of **conversions for the electronics in our fiber area** which is end of life and needs to be replaced by 2017.
6. Our preparations continue for our **Annual Customer Appreciation Open House** which is scheduled for Wednesday August 12th from 11 am to 3 pm.
7. We have **freshened up our logo to enhance our marketing presence**.
8. Our **Broadband Usage exceeded 1 Gig** on several days over the 4th of July weekend with only 1 trouble call compared to significant troubles encountered in 2014.
9. Tom Farm of O&T made a presentation to the Advisory Board meeting viaskype and updated us on the **current USF support payments and various models for future support that are currently being negotiated at the FCC**.
10. The Advisory Board reviewed and discussed the city transfer and they recommend to the City Council that the **City Transfer be eliminated beginning in 2016**. We would like to have further discussion on this during the upcoming budget process.
11. The Advisory Board recommends to the City Council that **another joint meeting between the City Council and Advisory Board as soon as possible**. We would like to schedule that meeting for 9:00 am on Tuesday, July 28th at City Hall.

F.3.a.

**CITY OF CROSSLAKE
OPEN HOUSE
PROPOSED DREAM ISLAND BRIDGE REPLACEMENT**

**JULY 17, 2015
7:00 P.M. – CITY HALL**

The City of Crosslake is inviting residents and those interested to an **Open House** regarding the proposed **Dream Island Bridge Replacement Project**. The project is in the preliminary design/scoping phase. The Open House will provide an opportunity for residents to review available information gathered to date, alignment and type of bridge being considered at this time. This is an informal meeting to provide general project information to those interested, and for the City to receive input during this early stage of the project. A formal public hearing will be scheduled at a later date. The goal of the project is to replace the bridge in 2016; however, this schedule is dependent on available State funding for local bridge replacement. If you are unable to attend the Open House, please visit the project web page at www.cityofcrosslake.org where you will find a link to be able to view project information and updates.

F.3. b.

INTEROFFICE MEMORANDUM

TO: PUBLIC WORKS COMMISSION
FROM: STEVE ROE – MAYOR & MIKE LYONAI – FINANCE DIRECTOR
SUBJECT: SCHARENbroICH PROPERTY/TREES
DATE: JUNE 24, 2015
CC: CITY COUNCIL, CITY ADMINISTRATOR, PUBLIC WORKS COMMISSION

On Wednesday morning, June 24, 2015 Mayor Steve Roe and Finance Director Mike Lyonais met with Mark and Susan Scharenbroich at their property located at 34232 West Shore Drive. The purpose of the meeting was to discuss their concern about replacement trees that were to be placed near the property line/City right-of-way for diseased trees that were removed in previous years.

The Scharenbroich's stated the City promised up to six trees would be planted in an agreed upon area along the property line/City right-of way along Birchridge Blvd. In addition, the Scharenbroich's stated the diseased tree stumps were also to be removed.

Mayor Roe and Finance Director Mike Lyonais toured the impacted area and are in agreement with the Scharenbroich's assertion to install up to six evergreen trees (small to medium sized, roughly 4 to 6 feet or similar at City expense) to resolve this issue. The remaining stumps will not be ground out, but rather cut down to ground level as appropriate.

Our recommendation is to replace up to six trees as stated above, late summer early fall time-frame of 2015. In addition, the Scharenbroich's will be notified prior to the actual installation of the replacement trees.

At their meeting of July 6, 2015, the Public Works Commission voted unanimously to approve the replacement of trees as recommended in the memo above.

F.3.C.

MEMO TO: City Council

FROM: City Clerk and Public Works Director

DATE: July 9, 2015

SUBJECT: Wilderness Trail

There has been a recent request for an address assignment for a landlocked parcel to the northeast of Wilderness Park. The only official road in this area is Wilderness Trail. Wilderness Trail ends approximately 1,105 feet before this resident's driveway. We are asking that the Council name the gravel portion, approximately 1,105 feet, east, from the end of the blacktop on Wilderness Trail to the beginning of Mark Winiecki's driveway. Additionally, we ask that the Council declare this portion of road non-City maintained. This will allow the property owner to obtain an E911 address for emergency purposes.



This is where the proposed end of the road would be.

This is where the road currently ends.

WILDERNES TRL

F.4.a.

Staff Report - Crosslake Parks, Recreation & Library

Date: July 8, 2015

To: Crosslake City Council

From: Jon Henke, Director of Parks, Recreation & Library

1. Change to the hours for the Crosslake Community Center on Friday's

Currently the Fitness room is averaging less than two people per hour on Friday night. Specifically Friday's from 7-8 the facility is averaging less than one participant. The Park Commission recommended adjusting the operating hours from 5 a.m. – 7 p.m on Friday's. Staff implemented this change on July 10th.

2. Senior Nutrition Program

Meals are offered at the Community Center Monday - Friday at 11:30 am. Interested participants can call (692-4271) to make a reservation by 4:00 p.m the day before their scheduled meal.

3. Fitness Room

The Community Center offers an array of fitness equipment. A certified personal trainer is available to walk you through all of the different equipment free of charge when you sign up for a membership. We also offer fitness incentive programs from a variety of insurance providers and very affordable rates. The Silver Sneakers program is also available to those that are 65 or older and have a qualifying plan. Our new Silver and Fit Program is also available for those that qualify. Take advantage of these great programs and enjoy free use of the fitness room and a range of fitness classes.

4. Silver Sneakers classes offered

Come join instructor Donna Keiffer on Monday's and Wednesday's at 9:30 for the Silver Sneaker Yoga Class. We will also hold the Classic Silver Sneakers exercise class at 10:30. On Tuesday and Thursday join us for the Cardio Circuit class at 9:30. This class is one step up from the Classic class. Take the first step towards a healthy lifestyle.

5. Pickleball

Come try Pickleball on Tuesday's from 3-7 p.m and also Friday morning from 9:30-11. A yearly membership for Pickleball is only \$20 and a day pass is available for \$4.00. All first time players will receive their first session for free. Court time can also be rented Tuesday and Thursday afternoons from 1-3 for \$10.

6. Yoga

Gail teaches Yoga at the Community Center on Tuesday mornings at 10:00 a.m.

7. AAA Driving Class

The refresher course for AAA senior driving will be offered at the Community Center on July 23rd and August 13th from 9-1.

8. Volunteers Needed

The Park Department is seeking volunteers to assist us in maintaining the Patio Garden outside the Library. Currently we only have a few volunteers to help with this project. These volunteers spend countless hours to maintain this area. Many hands would make quick work of this task. Please lend a hand if you can. Our volunteers meet Wednesday mornings at 9 and treats and coffee are provided. Consider being a vital part of our parks volunteer team.

9. Crosslake Area Library Update

We are still taking registrations for the summer reading club. The program takes place on Thursday mornings starting July 16th. Children will be split into two age groups, 5-7 and 8-12. Cost is \$5.00 per child. This year's entertainment lineup is amazing. Make sure to get your kids registered soon.

10. Paddling in the Park

The Community Center is teaming up with Jim Birgquist from Crow Wing Kayaks to offer a new learn to kayak program that will take place in the park this summer. Classes will take place the 2nd and 4th Saturdays of the month and continue through August. Registrations are available at the Community Center and at Water, Wind and Wheels. Participants must sign up before noon on the Friday before their scheduled session. Cost is \$15 per session. First session starts at 10 a.m. and the second session starts at 11 a.m. A minimum of 5 pre registered participants is required.

11. PAL Update – Fireworks/Trail Rides/Donations

The PAL Foundation would like to thank all the businesses, residents and visitors for donating towards our annual fireworks display. The show was once again the highlight of the July 4th weekend. PAL is offering free trail rides on Wednesdays at 10, 11 and 12 at the Center. Come experience the new Nordic Ridge Recreation Area on a six passenger golf cart. Pre registration is required.

PAL Donations – The Park Department would like to thank PAL for donating \$2,400 for the Light up the Dam project, \$300 for the bird scaping program and \$891.15 for Community Garden expenditures.

12. Crosslake Art Show

The Crosslake Area Art Club will host their annual art show at the Crosslake Community Center on August 6, 7th and 8th. The show will take place from 10-5 daily. This is one of the community's biggest events of the year. Stop in and discover our incredible local artists.

13. Book Sale

The Crosslake Area Library will host their annual book sale on July 30 – August 1st from 9-4 inside the Community Center. This is the libraries largest fund raiser of the year. This year the sale will feature more books than ever before. Arrive early to get the best selection of books. Volunteers are needed. Please contact the Library if you can help.

14. Chautauqua- Loon Research and Conservation in Minnesota

For the past four years the Minnesota Department of Natural Resources has conducted a statewide study of the health of Minnesota's loon population. This investigation was undertaken in response to the 2010 Deepwater Horizon oil spill in the Gulf of Mexico, which contaminated much of the winter range of the loon.

The August 12th Chautauqua will feature the latest information from this comprehensive research. Carol Henderson, DNR Nongame Wildlife Program Supervisor and co-manager of the study, will discuss findings on population counts, on migration studies using satellite telemetry, on contamination studies of eggs and studies of blood and feathers from live catches, and on examinations of dead loons. You will leave this presentation with an accurate picture of the current state of health of Minnesota's loon population. Join us on Wednesday August 12th at 1:30 for this free program.

15. Basketball Camp

The Parks Department and Robb Reed will once again host our annual Basketball Camp on July 27th-30th from 1-5 p.m. Price is \$65.00. The camp is open for children Grades 5-8. More participants are needed. Contact the Community Center to register.

16. Fall Soccer

Registrations for our fall youth soccer program will be available starting August 1st. Volunteer coaches are needed. We welcome retirees that have experience in any of our youth sports that we offer to stop into the Community Center and talk to Park Staff on how you can get involved in our programs. We are always looking for volunteer coaches.

17. Retiring Park Employee

The Park Department would like to wish employee Terry Kinkaid the best of luck in his retirement. Terry started with the City in May of 2004. Terry has been a fabulous employee and a great friend to all who have worked with him. Terry's last day will be Friday, August 14th.

G.
l.
a.

JERRY BILSKI'S MEMORIES OF CROSSLAKE, MINNESOTA

MAY 1, 2015

It is hard to believe that 65 years ago I taught waterskiing at a camp for homeless boys on Crosslake. Father Jennings owned the free camp. Akre's Dutch Oven Bakery is where mass was held on Sunday. I was the altar boy. This was the beginning of a Catholic Church in Crosslake.

Fifty years ago my wife, Sandy, and I learned of a cabin for sale on Trout Lake. We drove up from St. Paul that afternoon and made an offer the next day for the asking price of \$12,500. We were thrilled. The cabin had not been lived in for many years as the owner, Lewis Drill, was in his eighties. (I'll be eighty this November) The weeds around the cabin were three feet high. We were shown around the property, including what were thought to be the property lines. An iron stake was located about thirty feet to the west of the cabin. Beyond that we were told was an easement. That was the west property line and it was where a wood shed had been built. We should have had a survey, but we didn't feel it necessary. After all we were buying it from a prominent attorney, who at the closing gave us a check for \$250 to cover any unforeseen expenses with the property. Our four boys were 4,4,5, and 6. We had two girls after the purchase.

The cabin became a family work effort for the next fifty years. Our family now numbers 28 and we have purchased the two cabins to the West. Many, many good times have been had at the cabin and at Crosslake. The cabin and garage were estimated to be sixty years old when we made the purchase. We still have the wood-burning cook stove that was used to cook, heat water and warm the kitchen. A hand water pump was over the sink. A pail and long handled metal cup was used for drinking by all. (not the bottled water so many use today). A two-holer outhouse with lights was close by. Electrical wires were strung on glass insulators and provided good lighting at night when many animals would surprise you.

At no time did the City of Crosslake ever question our property lines. Nor did we. We received a letter dated December 12, 2007 from the City of Crosslake, informing us that we cut down dead trees on "our"

property without first getting a land alteration permit. We were told to get both septic systems certified and pay a fee. The total costs for us amounted to almost \$2000 for trees that now appear to be on city property.

When our daughter was confronted by a man who came through the woods at the beach, she overreacted. She was scared. I wrote a letter of apology to the Miller's. I decided it was time to get a survey and we found out that when the area was replatted the property lines went through our two garages and down by the side of our house. We have had experts do research and have concluded that there are many, many thirty foot easements, but for some unknown reason ours was extended to fifty-plus feet and pushed back into our garages. Our cabin and garages were built according to the original plat before the replatting was done. We are asking the city to give back our property and make it a 30 foot easement with the property lines shown by The Stonemark Survey company. Thank you for your consideration. Gerald Bilski.

MANHATTAN BEACH
 (a part of Twin Beach)
 CROWNING CO. MINN.

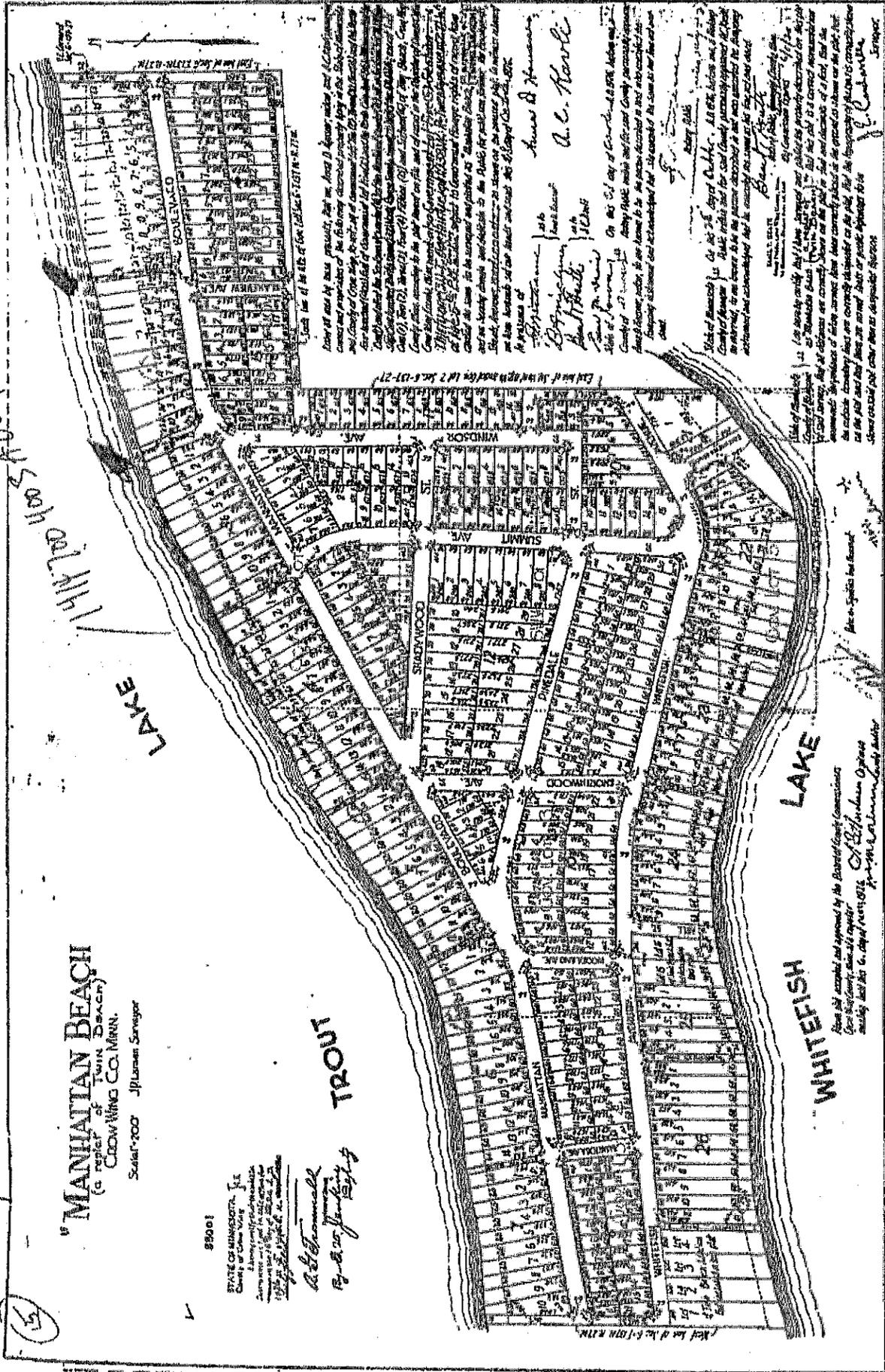
Scale 1" = 200' J.P. Linsen, Surveyor

89061

STATE OF MINNESOTA,
 County of Lake Superior,
 ss. I, J.P. Linsen, Surveyor,
 do hereby certify that the
 above is a true and correct
 copy of the original
 filed in my office on the
 10th day of August, 1906.

A. B. Hennrich
 A. B. Hennrich

TROUT



119 N. 200' 100 S. 200' 100 E.

15

Know all men by these presents, that we, **Anna B. Hennrich** and **A. C. Hennrich**, do hereby certify that the following is a true and correct copy of the original filed in my office on the 10th day of August, 1906.

On this 10th day of August, 1906, we, the undersigned, do hereby certify that the following is a true and correct copy of the original filed in my office on the 10th day of August, 1906.

Anna B. Hennrich
A. C. Hennrich

On this 10th day of August, 1906, we, the undersigned, do hereby certify that the following is a true and correct copy of the original filed in my office on the 10th day of August, 1906.

Anna B. Hennrich
A. C. Hennrich

On this 10th day of August, 1906, we, the undersigned, do hereby certify that the following is a true and correct copy of the original filed in my office on the 10th day of August, 1906.

Anna B. Hennrich
A. C. Hennrich

State of Minnesota, County of Lake Superior, ss. I, J.P. Linsen, Surveyor, do hereby certify that the above is a true and correct copy of the original filed in my office on the 10th day of August, 1906.

Know all men by these presents, that we, **Anna B. Hennrich** and **A. C. Hennrich**, do hereby certify that the following is a true and correct copy of the original filed in my office on the 10th day of August, 1906.

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A. C. Hennrich

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Anna B. Hennrich
A. C. Hennrich

On this 10th day of August, 1906, we, the undersigned, do hereby certify that the following is a true and correct copy of the original filed in my office on the 10th day of August, 1906.

Anna B. Hennrich
A. C. Hennrich

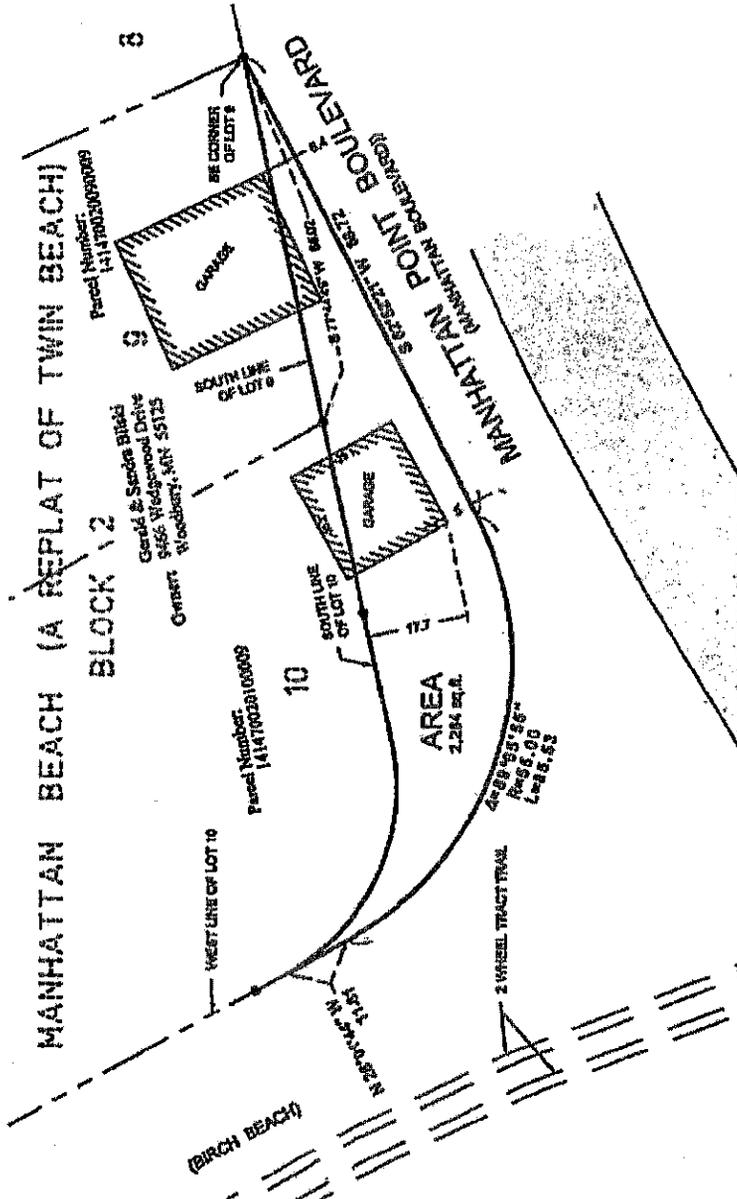
Attachment A

SKETCH OF DESCRIPTION

PART OF MANHATTAN POINT BOULEVARD,
 MANHATTAN BEACH (A REPLAT OF TWIN BEACH),
 SECTION 6, TOWNSHIP 137 NORTH, RANGE 27 WEST,
 CROW WING COUNTY, MINNESOTA

MANHATTAN BEACH (A REPLAT OF TWIN BEACH)

BLOCK 12



PROPOSED DESCRIPTION

Real vacation over part of Manhattan Boulevard as dedicated in the plat of MANHATTAN BEACH (A REPLAT OF TWIN BEACH), according to the recorded plat thereof, Crow Wing County, Minnesota, lying southerly of Lots 9 and 10, Block 2, said plat and northerly of the following described line: Beginning at the southeast corner of said Lot 9 and ascending the south line of said Lot 9 bears South 77 degrees 44 minutes 48 seconds West thence South 62 degrees 52 minutes 21 seconds West 89.72 feet thence northwesterly 85.53 feet along a tangential curve concave to the northeast having a radius of 56.00 feet and a central angle of 89 degrees 56 minutes 55 seconds thence North 28 degrees 01 minutes 44 seconds West tangent to said curve 11.81 feet, more or less, to the west line of said Lot 10 and said described line there terminating.

ORIENTATION OF THE BEARING SYSTEM IS BASED ON THE SOUTH LINE OF LOT 9 TO HAVE AN ASSUMED BEARING OF 87°44'44" W.

• DENOTES MONUMENT FOUND

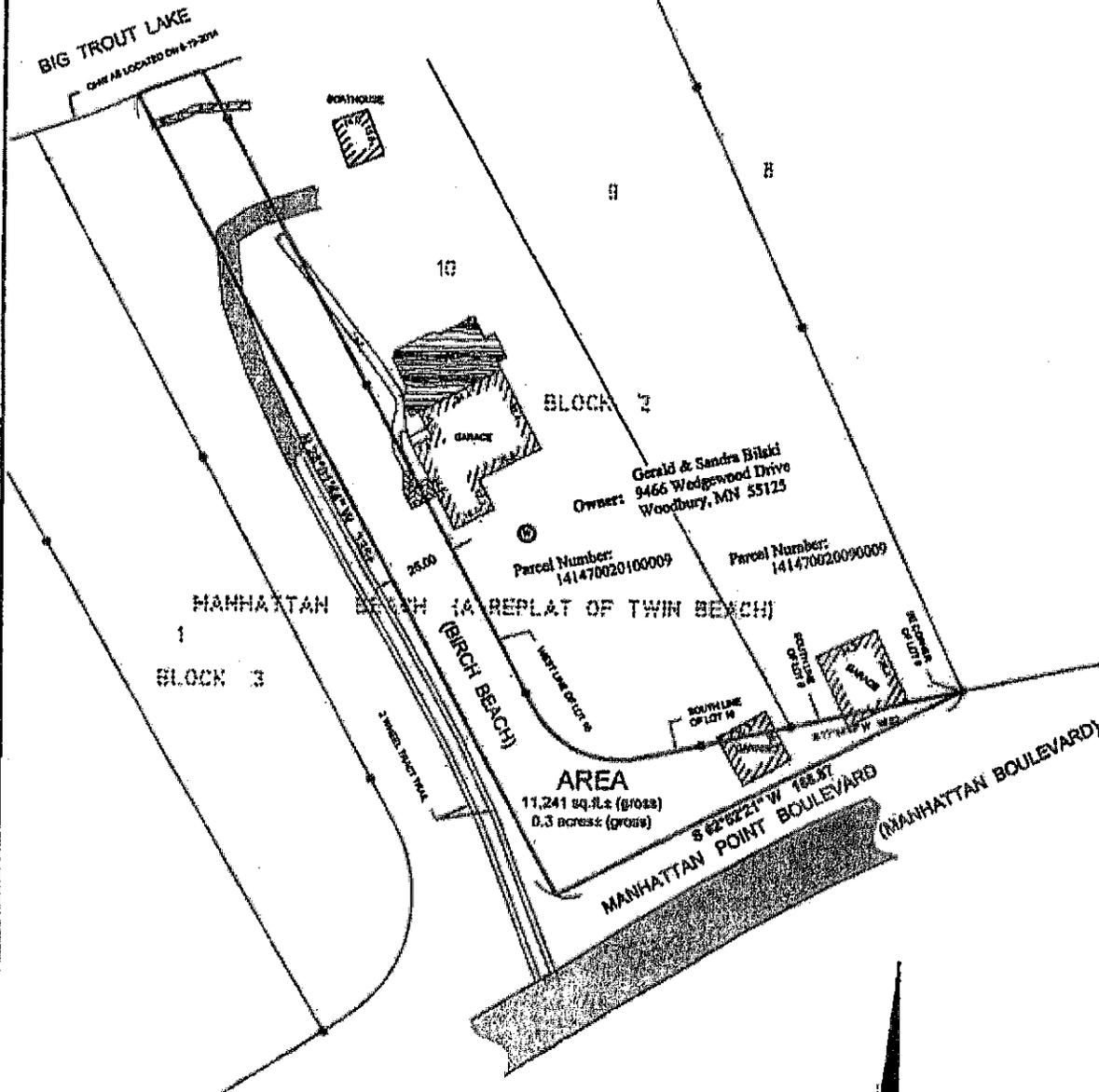
SECTION OR DISTRICT	TOWNSHIP	RANGE	PLAT	DATE	RECORD
SECTION 6	TOWNSHIP 137 NORTH	RANGE 27 WEST	PLAT 12	1912	100

Attachment B1

Register Form 204 (2/18) 2.18 PM - F:\Drawings\2019\2019-1\Sketch\204\204-3.dwg

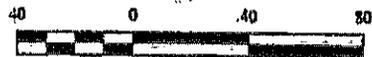
SKETCH OF DESCRIPTION

PART OF MANHATTAN BOULEVARD AND PART OF BIRCH BEACH,
 MANHATTAN BEACH (A REPLAT OF TWIN BEACH)
 SECTION 6, TOWNSHIP 137 NORTH, RANGE 27 WEST,
 CROW WING COUNTY, MINNESOTA



PROPOSED DESCRIPTION

Road vacation over parts of Manhattan Boulevard aka Manhattan Point Boulevard and Birch Beach as dedicated in the plat of MANHATTAN BEACH (A REPLAT OF TWIN BEACH), according to the recorded plat thereof, Crow Wing County, Minnesota, lying northerly and easterly of the following described line: Beginning at the southeast corner of said Lot 9 and assuming the south line of said Lot 9 bears South 77 degrees 44 minutes 49 seconds West; thence South 62 degrees 52 minutes 21 seconds West 168.87 feet; thence North 28 degrees 01 minute 44 seconds West 335 feet, more or less, to the shoreline of Big Trout Lake and said described line there terminating.



SCALE IN FEET

● DENOTES MONUMENT FOUND

ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE SOUTH LINE OF LOT 9 TO HAVE AN ASSUMED BEARING OF S 77° 44' 49\"/>

1	SKETCH OF DESCRIPTION	FILED IN	2019	2-24-19	BY	REGISTERED	2019	2-24-19
0	Gerald & Sandra Bilski 9466 Wedgewood Drive Woodbury, MN 55123	FILED IN	2019	2-24-19	BY	REGISTERED	2019	2-24-19

G.I.B.

----- Original message -----

From: Mary Miller <mary.e.miller@isd181.org>

Date: 07/01/2015 9:32 AM (GMT-06:00)

To: roetreat@crosslake.net, bradleybnelson@crosslake.net, dschrupp@crosslake.net, wessels@crosslake.net

Cc: Eric Miller <eric.miller@exploredata.com>

Subject: Usable, unmarked & encroached public right of ways

Dear Mr. Mayor and council members:

Greetings, and happy summer. It's me again, Mary Miller, from Whitefish Avenue in Crosslake. It's been tough to get to the city council meetings as I have a Monday evening commitment during the summers, but I keep up with reading the minutes and agendas.

That being said, I don't want to speak out of turn since I don't know what's happening behind the scenes, however, it would appear to me that the council's decision about the usable public right-of-ways that have been encroached upon, is to not decide... again. This is going on year 12 since the issue was brought up.

Did you decide to not decide? Claiming that each of the right-of-ways must be surveyed and that takes money the city doesn't have, ergo, we can't do anything, doesn't change the fact that you CAN do something about encroachments.

By not supporting some kind of action against property owners who have subsumed these right-of-ways, you are keeping residents from enjoying access to the lake as the spirit of the law provides.

Residents should know where they can use public right-of-ways to get to the lake (ESPECIALLY the larger ones that are not full of trees, etc.). We need signs.

Please decide to decide, so we don't continually pass the buck. Make the tough call. I mean, if we can't get it right in small-town America, we can't get it right anywhere.

Thanks.

Mary Miller

"Don't wait for your ship to come in. Swim out to it."