

**REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, SEPTEMBER 12, 2016
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 August 8, 2016
2. Budget Workshop Minutes of August 22, 2016
3. Budget Workshop Minutes of August 29, 2016
4. City – Month End Revenue Report dated August 2016
5. City – Month End Expenditures Report dated August 2016
6. 8/31/16 Preliminary Budget to Actual Analysis
7. Pledged Collateral Statement dated August 31, 2016
8. Letter dated September 8, 2016 from David Drown Associates, Inc. Re: Municipal Bond Continuing Disclosure Services
9. Police Report for Crosslake – August 2016
10. Police Report for Mission Township – August 2016
11. Fire Department Report – August 2016
12. North Memorial Run Report – August 2016
13. EDA Meeting Minutes of August 3, 2016
14. Monthly Planning & Zoning Statistics
15. Planning and Zoning Commission Meeting Minutes of July 22, 2016
16. Public Works Commission Meeting Minutes of August 1, 2016
17. Pre-Construction Conference Minutes of September 6, 2016
18. Crosslake Park/Library Commission Meeting Minutes of July 27, 2016
19. Waste Partners Recycling Reports for July 2016
20. Resolution Accepting Donations
21. 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. Letter dated August 30, 2016 from Crow Wing County Highway Department Re: Future County Highway Project
2. Memo dated September 12, 2016 Re: Commission Appointment
3. Dean Fitch – MN Design Team Implementation Plan
4. Memo dated September 7, 2016 from Joy Lotze and Ron Schoneman Re: Petition for No Wake Zone for Channel to Southern Cross Lake

E. CITY ADMINISTRATOR'S REPORT

1. Resolution Approving Preliminary 2016 Tax Levy Collectible in 2017 (Council Action-Motion)
2. Set dated for Public Information Meeting for 2016 Tax Levy Collectible in 2017 and 2017 Budget – *Recommended date is December 12, 2016 at 6:00 P.M. before Regular Council Meeting* (Council Action-Motion)
3. Letter dated August 29, 2016 from Springsted Re: Proposal to Conduct a Classification and Compensation Study (Council Action-Motion)
4. Health Insurance Renewal-*Information will be provided Monday night* (Council Action-Motion)
5. Disband Crosslake Communications Advisory Board (Council Action-Motion)
6. Extend Length of Time to Complete Crosslake Communications Capital Calculations from 45 days to 90 days as Requested by TriCo (Council Action-Motion)

F. COMMISSION REPORTS

1. PLANNING AND ZONING

- a. Preliminary and Final Approval of a Re-Plat of Highway 103 Storage First Addition (Council Action-Motion)
 1. Staff Report
 2. Draft Minutes of 8/26/16 Planning and Zoning Meeting
 3. Findings of Fact
 4. Summary of Record
 5. Final Plat
- b. Land Use Map Amendment Request from American National Bank (Council Action-Motion)
 1. Staff Report
 2. Draft Minutes of 8/26/16 Planning and Zoning Meeting
 3. Findings of Fact
 4. Summary of Record

2. PUBLIC WORKS/SEWER/CEMETERY

- a. Letter dated September 2, 2016 from WSN Re: Proposal for Engineering Services for 2017 Crosslake Street Improvements – Design, Bidding and Construction Phase Services (Council Action-Motion)

3. PARK AND RECREATION/LIBRARY

- a. Staff Report dated September 8, 2016 from Jon Henke (Council Action-Motion)

G. CITY ATTORNEY REPORT

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, AUGUST 8, 2016
7:00 P.M. – CITY HALL**

The Crosslake City Council met in the Council Chambers of City Hall on Monday, August 8, 2016. The following Council Members were present: Mayor Steve Roe, Gary Heacox, Mark Wessels, and Dave Schrupp. Brad Nelson was absent. Also present were City Administrator/Consultant Dan Vogt, Finance Director/Treasurer Mike Lyonais, City Clerk Char Nelson, Public Works Director Ted Strand, Park and Rec. Director Jon Henke, Police Chief Bob Hartman, General Manager of Crosslake Communications Kevin Larson, Crow Wing County Land Service Supervisor Chris Pence, Land Services Specialist Jon Kolstad, City Attorney Brad Person, City Engineer Mark Hallan, Northland Press Reporter Kate Perkins, and Echo Publishing Reporter Theresa Bourke. There were approximately nine 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 08R-01-16 WAS MADE BY MARK WESSELS AND SECONDED BY DAVE SCHRUPP TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

B. PUBLIC FORUM – Police Chief Bob Hartman reported that the Police Department received a donation in the amount of \$8,872 from Paul and Carol McCulloch for the purchase of body cameras for each officer. Currently officers have audio/visual cameras inside the squad. Crosslake will be the first department in Crow Wing County to have body cams. The Council thanked the McCulloch's for their generous donation.

C. CONSENT CALENDAR – MOTION 08R-02-16 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:

1. REGULAR COUNCIL MEETING MINUTES OF JULY 11, 2016
2. CITY – MONTH END REVENUE REPORT DATED JULY 2016
3. CITY – MONTH END EXPENDITURES REPORT DATED JULY 2016
4. 7/31/16 PRELIMINARY BUDGET TO ACTUAL ANALYSIS
5. PLEDGED COLLATERAL STATEMENT DATED JULY 31, 2016
6. CROSSLAKE COMMUNICATIONS BALANCE SHEET, INCOME STATEMENT, AND DETAIL OF RESERVE BALANCES DATED JUNE 30, 2016
7. CROSSLAKE COMMUNICATIONS CHECK REGISTER DATED 6/1/2016-6/30/2016 IN THE AMOUNT OF \$345,529.98
8. CROSSLAKE COMMUNICATIONS ADVISORY BOARD MEETING MINUTES OF JULY 22, 2016
9. CUSTOMER COUNTS
10. POLICE REPORT FOR CROSSLAKE – JULY 2016
11. POLICE REPORT FOR MISSION TOWNSHIP – JULY 2016
12. FIRE DEPARTMENT REPORT – JULY 2016
13. NORTH MEMORIAL RUNE REPORT - JULY 2016
14. EDA MEETING MINUTES OF JULY 6, 2016
15. PLANNING AND ZONING COMMISSION MEETING MINUTES OF JUNE 24, 2016

- 16. MONTHLY PLANNING & ZONING STATISTICS
- 17. PUBLIC WORKS COMMISSION MEETING MINUTES OF JULY 5, 2016
- 18. CROSSLAKE ROLLOFF RECYCLING REPORT FOR JULY 2016
- 19. WASTE PARTNERS RECYCLING REPORTS FOR JUNE 2016
- 20. CROSSLAKE PARK/LIBRARY COMMISSION MEETING MINUTES OF JUNE 22, 2016
- 21. CITY-COUNTY-TOWNSHIP ROADWAY MAINTENANCE AND CONSTRUCTION COORDINATING MEETING MINUTES OF JULY 25, 2016
- 22. BILLS FOR APPROVAL IN THE AMOUNT OF \$90,972.60
- 23. EXTEND RETENTION PAYMENT DATE WITH CROSSLAKE COMMUNICATIONS NON-UNION EMPLOYEES TO EITHER THE CLOSING DATE OR OCTOBER 1, 2016, WHICH EVER IS SOONER AND
- 24. ADDITIONAL BILLS FOR APPROVAL IN THE AMOUNT OF \$16,112.39 MOTION CARRIED WITH ALL AYES.

D. CRITICAL ISSUES – Cindy Myogeto of the Chamber reported that Crosslake Days and Chili Cookoff would take place on September 24, 2016. MOTION 08R-03-16 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO APPROVE THE PUBLIC TASTING OF CHILI IN THE CITY OF CROSSLAKE ON SEPTEMBER 24, 2016. MOTION CARRIED WITH ALL AYES.

E. MAYOR'S REPORT – Mayor Roe announced that a community wide meeting would be held on Thursday, August 11 at Zorbaz from 4:30-6:30 p.m. in preparation of the MDT visit in September. Mayor Roe reported that the Primary Election is tomorrow and all voters in Crosslake will vote at the Community Center.

F. CITY ADMINISTRATOR'S REPORT

1. Dan Vogt reminded the public that filing for Mayor and two City Council seats is now open and ends Tuesday, August 16th at 5:00 P.M. No one has filed so far.

Dan Vogt reported that the Preliminary Levy needs to be certified to the County by September 30th. Once certified, the levy can be decreased but not increased by December 31, 2016. MOTION 08R-04-16 WAS MADE BY GARY HEACOX AND SECONDED BY MARK WESSELS TO SET THE BUDGET WORKSHOP MEETINGS FOR AUGUST 22 AND AUGUST 29 AT 5:00 P.M. IN CITY HALL.

Dan Vogt suggested that the Council formally accept the donation received earlier from the McCulloch's. MOTION 08R-05-16 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO ACCEPT THE DONATION OF \$8,872 TO THE CROSSLAKE POLICE DEPARTMENT FROM PAUL AND CAROL MCCULLOCH TO BE USED TOWARDS THE PURCHASE OF BODY CAMERAS FOR EACH POLICE OFFICER. MOTION CARRIED WITH ALL AYES.

2. Dan Vogt reported that he received a memo from the City's non-union employees regarding 2016 wage adjustments. The group asked that the Council consider a 3.5% wage increase effective 1-1-16, an adjustment to the longevity schedule to be consistent

with the union contracts, a retirement policy to allow employees to transfer accumulated sick time up to 800 hours to a health care savings account, and hiring a company to conduct a job classification and compensation evaluation. Mr. Vogt stated that the Council could discuss the severance policy and the cost of a job classification study at the upcoming budget meetings. Kevin Larson and Kristi Westbrook of CTC requested that non-union employees at Crosslake Communications receive a 3.5% wage increase effective 1-1-16. MOTION 08R-06-16 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO APPROVE THE 3.5% INCREASE FOR ALL NON-UNION EMPLOYEES AT THE CITY AND CROSSLAKE COMMUNICATIONS AND TO ADJUST THE LONGEVITY SCHEDULE TO INCLUDE A 1% INCREASE AT 25 YEARS OF SERVICE. MOTION CARRIED WITH ALL AYES. Dan Vogt stated that a job study has not been conducted in over 25 years and that because many job duties have changed over the years, it would be a good idea to consider having a study done.

G. COMMISSION REPORTS

1. PLANNING AND ZONING

- a. MOTION 08R-07-16 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO APPROVE ORDINANCE NO. 336 OPTING-OUT OF THE REQUIREMENTS OF MINNESOTA STATUTES, SECTION 462.3593 RELATED TO TEMPORARY FAMILY HEALTH CARE DWELLINGS. Chris Pence noted that the City of Crosslake has an ordinance related to auxiliary quarters which would cover this type of housing. MOTION CARRIED WITH ALL AYES.

2. ECONOMIC DEVELOPMENT AUTHORITY

- a. Patty Norgaard of the Crosslake EDA reported that at their meeting of August 3, 2016 the EDA Board unanimously voted to recommend to the City Council that the City pursue the option of a transfer/assumption plan between the City and Crow Wing Power related to the Revolving Loan Fund. Because Crosslake Communications has been sold, the City is no longer eligible to retain the federal funds. The original \$300,000 needs to be returned to USDA or the funds need to be transferred to an eligible entity along with approximately \$140,000 in interest earnings and original matching funds.
- b. Sheila Haverkamp of BLAEDC addressed the Council and offered an alternative for the Revolving Loan Funds. BLAEDC is considering the creation of BLAEDC Unified Fund. Ms. Haverkamp explained that there are many small entities in the area holding loan funds and that BLAEDC could hold all of the funds in one place. Bart Taylor of Riverwood Bank offered to work out the details of the plan. When pooled together, the fund could potentially have between \$2,500,000 - \$3,000,000. Mark Wessels noted that the funds would no longer belong to Crosslake and the Council would not have a voice in the lending process. Ms. Haverkamp will provide monthly updates to the Council regarding the progress of the project. Mike Lyonais noted that there is approximately \$185,000 in outstanding loans. MOTION 08R-08-16 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO PURSUE THE OPTION OF TRANSFERRING THE REVOLVING LOAN FUNDS

OF APPROXIMATELY \$440,000 TO BLAEDC'S UNIFIED FUND. MOTION CARRIED WITH ALL AYES.

3. CROSSLAKE COMMUNICATIONS

- a. General Manager Kevin Larson presented the Highlights Report for July 2016 and reported that there are less than 50 fiber equipment upgrades left to complete. Mr. Larson commended Crosslake Communications and CTC staff for their speedy progress with this project. Staff continues to troubleshoot cable TV problems. 145 high speed customers have been added since January. Since June 30th capacity of high speed internet has continually topped 1 Gigabit. On the evening of July 4th, an all time high of 1.8 Gigabit was reached. The annual customer appreciation event is scheduled for Wednesday, August 24th from 11:00 A.M. to 1:00 P.M. Hot dogs, chips and root beer floats will be served. Regarding the sale of Crosslake Communications, the necessary filings with the FCC and State of Minnesota have been completed and permission from both departments is pending. CTC staff has prepared detailed schematics of Crosslake's networks/servers and met with Emily Telephone staff to review the documentation. CTC will continue to work with TriCo for transitioning through the closing date. The duty officer with the MPCA has been contacted and indicated that the Duluth office of the MPCA will be contacting the surrounding property owners to test their wells. Mark Wessels noted that the value of Crosslake Communications has doubled since CTC began running its operations.

4. PUBLIC WORKS/SEWER/CEMETERY

- a. MOTION 08R-09-16 WAS MADE BY DAVE SCHRUPP AND SECONDED BY MARK WESSELS TO AWARD THE BID FOR THE 2016 STREET IMPROVEMENTS PROJECT TO THE LOW BIDDER TRI-CITY PAVING, INC. AT A COST OF \$335,124.90. MOTION CARRIED WITH ALL AYES.

5. PARK AND RECREATION/LIBRARY

- a. Jon Henke gave an update on activities at the Community Center including: AAA driving classes, Chautauqua program, art show, and installation of new flooring. Mr. Henke thanked Alden Hardwick and all of the volunteers that worked at the book sale. Over \$5,000 was raised this year. The Whitefish Warrior Adventure Run was a success. There were 93 participants and over 30 volunteers.

H. CITY ATTORNEY REPORT –

1. MOTION 08R-10-16 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO ADOPT ORDINANCE NO. 337 REGARDING NUISANCES. The proposed ordinance gives a more detailed definition of nuisance. Mark Wessels questioned the language in Section 2 which states "...litter of any kind upon any land or inside or under any building..." Chris Pence replied that staff would only be able to view the inside of a building if the door was opened. MOTION CARRIED WITH ALL AYES.
2. Attorney Person presented an ordinance which would add administrative fines to the City Code. Changes to the draft copy would include changing authorized employees from "licensed peace officers of the Crosslake Police Department" to "Planning and Zoning staff." Final copy would also exclude Section 1, (f), 2. and 3. Attorney Person stated that

the Council could reduce the number of offenses, approve as is or choose to not adopt the ordinance. Mark Wessels suggested that the Hearing Officer be an attorney from outside of Crosslake so that there was no bias. Mr. Wessels also suggested that the Council put a "sunset" provision of two years and if the policy is working well at that time, it could be approved again. Attorney Person replied that the Council could revoke the ordinance at any time if there were issues. Staff's first choice of enforcement will be to work with the property owner. Administrative fines would be used as a last resort. The Council must trust staff. Dave Schrupp and Gary Heacox have both been liaisons to the Planning and Zoning Commission and both said this type of enforcement is needed. MOTION 08R-11-16 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE SCHRUPP TO ADOPT ORDINANCE NO. 338 AMENDING ARTICLE 2 TO ADD ADMINISTRATIVE FINES. Mark Wessels asked that the sunset provision be added to the motion. Mayor Roe stated that two years would be too soon to know if this is working well. MOTION CARRIED 3-1 WITH WESSELS OPPOSED.

MOTION 08R-12-16 WAS MADE BY STEVE ROE AND SECONDED BY DAVE SCHRUPP TO APPROVE THE PUBLICATION OF ORDINANCE 338 IN SUMMARY FORM IN THE OFFICIAL NEWSPAPER. MOTION CARRIED WITH ALL AYES.

3. MOTION 08R-13-16 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO APPROVE RESOLUTION NO. 16-19 SETTING ADMINISTRATIVE FINE SCHEDULE. MOTION CARRIED 3-1 WITH WESSELS OPPOSED.

I. OLD BUSINESS – Mark Wessels asked what the status of the light poles at the Historical Society was. Ted Strand reported that he has received a quote from a private company and is waiting for a quote from Crow Wing Power. Crow Wing Power has not provided a quote due to working on storm damage.

J. NEW BUSINESS – None.

K. PUBLIC FORUM – None.

L. ADJOURN - MOTION 08R-14-16 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE SCHRUPP TO ADJOURN THE MEETING AT 8:50 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,

Charlene Nelson
City Clerk
City Clerk/Minutes/8-8-16

B.
2.

BUDGET WORKSHOP
CITY OF CROSSLAKE
MONDAY, AUGUST 22, 2016
5:00 P.M. – CITY HALL

The Council for the City of Crosslake held a budget workshop on August 22, 2016. The following Council Members were present: Brad Nelson, Mark Wessels, Gary Heacox, and Dave Schrupp. Also present were City Administrator/Consultant Dan Vogt, City Clerk Char Nelson, Finance Director/Treasurer Mike Lyonais, Public Works Director Ted Strand, Police Chief Bob Hartman, Park Director Jon Henke, and EDA President Patty Norgaard.

Deputy Mayor Wessels called the meeting to order at 5:07 P.M. The Pledge of Allegiance was recited.

MOTION 08S1-01-16 WAS MADE BY BRAD NELSON AND SECONDED BY GARY HEACOX TO APPROVE THE BILLS FOR APPROVAL IN THE AMOUNT OF \$34,370.00. MOTION CARRIED WITH ALL AYES.

Dan Vogt reported that he met with staff and together they formed the agenda for discussion. Mr. Vogt turned the meeting over to Finance Director Mike Lyonais to review the proposed budget.

Mike Lyonais stated that the proposed 2017 Budget includes a 5% increase over 2016. Part of the increase is made up of a request from Ted Strand for a new dump truck for the Public Works Department in the amount of \$225,000 and potential costs for the Dream Island Bridge if State funding does not come through.

Mayor Roe arrived to the meeting at 5:15 P.M.

Mike Lyonais stated that the draft budget includes the assumption that operating costs are funded with the levy and capital projects would be funded with bonds. A 5% levy increase would raise the overall tax rate by .40%. The County estimates that property values will increase 2-3% for 2017. A 1% increase to the levy generates approximately \$33,500.

Dan Vogt suggested that the Council consider budgeting for storm cleanup as there have been damaging storms the last few years. The Council just approved a \$16,000 bill for storm damage cleanup which was not in the budget. There are approximately 100 trees still hanging or leaning that will need to be taken down.

In regards to the budget, Dave Schrupp suggested that each department have a "replacement fund" for equipment that will need to be replaced in the future. Jon Henke wants to put aside \$10,000 per year for HVAC replacement. If the funds are not used in a given year, the money is re-appropriated. Steve Roe stated that there is no credit for the lapse of funds. Mike Lyonais stated that priorities change during the year and the reserves need to be flexible. The Park did not budget for flooring in 2016 but the need for replacement happened this summer. Now he has less money to spend on other projects. Mark Wessels stated that the Council changes every two years and that money set aside today for an item could be used for something else by a new Council.

Dave Schrupp suggested that the reserve funds be tracked by each department and that the department heads prioritize their needs throughout the year.

Dan Vogt suggested the Council consider creating a storm damage policy which could include requesting mutual aid. Ted Strand stated that most residents are very happy that there is a place for them to bring their brush. Mr. Strand added that there is a piece of land next to the shop that is for sale for approximately \$85,000 which the City could purchase and use to store such debris in the future. The estimated cost to remove the hanging and leaning trees is \$30,000. Mark Wessels agrees that a policy should be made and approves the hiring of local contractors to help with cleanup. Brad Nelson was not in favor of the City picking up storm debris that residents hauled to the road and suggested that there be a fee for using the collection site. Dan Vogt asked Mr. Strand to obtain at least two quotes for tree removal and to bring the quotes to the meeting next week.

The Council discussed the service that the Public Works Department provides to the Corps of Engineers campground every spring at no charge to help with cleanup and leaf hauling. Ted Strand reported that they haul approximately 30-40 truckloads of leaves from there each year. The Council agreed that the City should continue this service to the campground.

The Council discussed sewer rates and whether there should be an annual increase. Last year the rate increased \$8. Mark Wessels was not in favor of an increase for 2017. The Council agreed that an annual increase should be discussed during the 2018 Budget meetings.

Dan Vogt reported that staff is obtaining quotes for the installation of a keyless entry system at City Hall. Staff would like to make improvements to the security of the building. There is \$20,000 in the 2016 budget and an additional \$20,000 in the proposed 2017 budget that could be used towards this project.

It was the consensus of the Council to eliminate the newsletter that Crosslake Communications produces and mails with their bills which will be an approximate savings of \$13,000 per year. Staff will update the City website with announcements, events and schedules.

Dan Vogt asked the Council to consider the need for a fulltime administrator versus his service as a consultant and to discuss this item at next budget meeting. Mr. Vogt suggested that the Council include opinions of staff when making a decision. If the Council would like to retain his services, Mr. Vogt would be available to return from Florida every month throughout the winter if City pays for travel. He could also attend via Skype. Mark Wessels stated that he is in favor of using a consultant for administrative services. Dave Schrupp stated that there should be a person wearing the City Administrator "hat" that is present every day.

The Council was asked to consider doing all of the road projects in the 5-year road plan in 2017. The Council has authority to bond up to \$2.6 million for road projects. Interest rates are still low. The bonds would not cover any changes to the width of the roads or trails.

There being no further business at 6:55 P.M., MOTION 08S1-02-16 WAS MADE BY MARK WESSELS AND SECONDED BY DAVE SCHRUPP TO ADJOURN THE MEETING. MOTION CARRIED WITH ALL AYES.

Respectfully Submitted,

Charlene Nelson
City Clerk

B.3.

BUDGET WORKSHOP
CITY OF CROSSLAKE
MONDAY, AUGUST 29, 2016
5:00 P.M. – CITY HALL

The Council for the City of Crosslake held a budget workshop on August 29, 2016. The following Council Members were present: Steve Roe, Brad Nelson, Mark Wessels, Gary Heacox, and Dave Schrupp. Also present were City Administrator/Consultant Dan Vogt, City Clerk Char Nelson, Finance Director/Treasurer Mike Lyonais, Public Works Director Ted Strand, Park Director Jon Henke, and EDA President Patty Norgaard.

1. Mayor Roe called the meeting to order at 5:00 P.M.
2. MOTION 08S2-01-16 WAS MADE BY STEVE ROE AND SECONDED BY BRAD NELSON TO APPROVE THE BILLS FOR APPROVAL IN THE AMOUNT OF \$42,805.05. MOTION CARRIED WITH ALL AYES.

The Council discussed the bills for approval presented by Crosslake Communications. The list included payments for final payroll wages, salary withholdings, bond defeasement and cash transfer to the City. MOTION 08S2-02-16 WAS MADE BY GARY HEACOX AND SECONDED BY BRAD NELSON TO APPROVE CROSSLAKE COMMUNICATIONS' BILLS FOR APPROVAL IN THE AMOUNT OF \$1,525,917.25. MOTION CARRIED WITH ALL AYES.

3. MOTION 08S2-03-16 WAS MADE BY GARY HEACOX AND SECONDED BY MARK WESSELS TO ACCEPT THE DONATION FROM THE CROSSLAKE/IDEAL LIONS IN THE AMOUNT OF \$5,000 FOR THE MN DESIGN TEAM VISIT. MOTION CARRIED WITH ALL AYES.
4. The Council reviewed an agreement related to water contamination in the well at Crosslake Communications. Brad Nelson explained that soil and water samples were taken after an old fuel tank was removed from the site. The presence of Trichloroethene, Tetrachloroethene, and trans-1, 2-Dichloroethene was found in the ground water. The amount detected was 5.14. State standards recently changed from 6.0 to 5.0. Mr. Nelson stated that there is no danger to humans and that a filter on the tap can block the chemical. Because the City of Crosslake has owned the land, MPCA holds the City responsible for any claims. MOTION 08S2-04-16 WAS MADE BY MARK WESSELS AND SECONDED BY DAVE SCHRUPP TO APPROVE THE AMENDMENT NO. 1 TO ASSET PURCHASE AGREEMENT AND ENVIRONMENTAL INDEMNIFICATION AND HOLD HARMLESS AGREEMENT BETWEEN THE CITY OF CROSSLAKE AND TRI-CO TECHNOLOGIES LLC. MOTION CARRIED WITH ALL AYES.
5. MOTION 08S2-05-16 WAS MADE BY MARK WESSELS AND SECONDED BY DAVE SCHRUPP TO CLOSE CROSSLAKE COMMUNICATIONS' RESERVE BANK ACCOUNTS AND TO TRANSFER FUNDS TO THE CITY OF CROSSLAKE ACCOUNT. MOTION CARRIED WITH ALL AYES.

6. MOTION 08S2-06-16 WAS MADE BY GARY HEACOX AND SECONDED BY MARK WESSELS TO APPROVE THE ENGAGEMENT LETTER BETWEEN OLSEN THIELEN & CO. LTD AND THE CITY OF CROSSLAKE FOR AUDIT OF CROSSLAKE COMMUNICATIONS' AUDIT AT A COST NOT TO EXCEED \$29,000. Mike Lyonais noted that the same amount of work is performed for an audit of 8 months or 12 months. MOTION CARRIED WITH ALL AYES.
7. Ted Strand presented the Council with a proposal from WSN to do the wetland delineation and corresponding report for Tamarack Road. This road is in the schedule to be realigned and reconstructed in 2017. The delineation has to be done while vegetation is still in leaf and before October 1st. MOTION 08S2-07-16 WAS MADE BY MARK WESSELS AND SECONDED BY BRAD NELSON TO APPROVE THE NECESSARY DELINEATION WORK BY WSN IN AN AMOUNT NOT TO EXCEED \$2,000. MOTION CARRIED WITH ALL AYES.
8. Dan Vogt reported that the Council must adopt a preliminary levy by September 15th. The final levy must be adopted by the end of December. Once the preliminary levy is set, the Council can reduce the levy, but cannot raise the levy. Mr. Vogt noted that funding requests were received from the Chamber of Commerce and the MN Design Team Committee. The budget already includes \$14,000 for the 2017 fireworks. The Chamber also requested that the City increase its support of the Welcome Center by \$500 for 2017. The MDT Committee asked that the City consider updating the Comprehensive Plan to incorporate the projects that will be suggested by the MN Design Team in September 2016.

Mike Lyonais reviewed the proposed budget for 2017 which has a 5% increase over 2016. Two major expenditures in the proposed budget that the Council has not yet approved are a new dump/plow truck at a cost of \$225,000 and the 6-foot wide trail on Anchor Point Road at a cost of \$231,000. The road projects would be paid for with road reconstruction bonds. A lengthy discussion ensued regarding whether or not to do all of the road projects in the 5-year Capital Plan because interest rates are low. Dave Schrupp stated that the Public Works Commission looked at road conditions and that they seem to be in good shape. Mr. Schrupp was not in favor of doing all of the road projects in one year. Brad Nelson noted that the City would have to pay cash in 2017 for all of the trails that are proposed in the plan which could be costly.

Dave Schrupp reported that he contacted many surrounding cities and was told that all have some type of equipment replacement reserve accounts. Mike Lyonais stated that many cities include the reserve funds in the annual budget. Mr. Schrupp asked why the 2015 expenditures were \$251,000 over budget. Dan Vogt stated that neither the fire truck nor the equipment purchased through the equipment certificates were included in the 2015 budget.

Dan Vogt asked the Council to consider hiring a full time administrator or retaining his consulting services. A full time administrator would be an additional 5% increase in the levy. Dave Schrupp replied that Mr. Vogt has done a good job for the City but that the consulting services should be on a short-term basis. Mr. Schrupp suggested that the administrator could

also be the finance officer and have a combined title. Mark Wessels stated that hiring a full time administrator would be going backwards and that he has received many comments that people are happy with the organization of the City. Brad Nelson stated that this is an important issue but would not be decided tonight.

The discussion regarding road projects was restarted. It was the consensus of the Council that a 5% increase in the Budget was okay to start with for the preliminary levy and that only the 2017 road projects should be completed in 2017. Gary Heacox stated that he is in favor of updating the comprehensive plan because the current one is 11 years old. Dan Vogt stated that staff would incorporate the requests from the MDT Committee and the Chamber into the budget and that the Council would approve a preliminary budget at the 9/12/16 meeting.

Dan Vogt reported that he received a quote from Springsted in the amount of \$8,525 to conduct a job classification and compensation study. The City has not done this review in over 20 years. The 2017 budget includes \$12,000 for the study but there could be funds in 2016. The study will take approximately 4 months to complete. The study could help the Council determine what type of administrator is needed. It was the consensus of the Council that staff should engage Springsted to begin the study.

Dan Vogt reported that department heads were having issues with employees not answering their personal cell phones. The City currently pays employees \$16 per month if they wish to have their personal phone number in the Crosslake Directory. This practice was started long ago and Mr. Vogt suggested that it be eliminated during the next union negotiations. The employee manual allows management to pay \$30 per month to essential employees for personal cell phone use for work related issues. It was the consensus of the Council to allow all employees that use their personal cell phone for work to receive \$30 per month per City policy.

9. There being no further business at 7:00 P.M., MOTION 08S2-08-16 WAS MADE BY DAVE SCHRUPP AND SECONDED BY STEVE ROE TO ADJOURN THE MEETING. MOTION CARRIED WITH ALL AYES.

Respectfully Submitted,

Charlene Nelson
City Clerk

B.4.

CITY OF CROSS LAKE

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Month-End Revenue

Current Period: AUGUST 2016

SRC	SRC Descr	2016 Budget	AUGUST 2016 Amt	2016 YTD Amt	2016 YTD Balance	2016 % of Budget
FUND 101 GENERAL FUND						
31000	General Property Taxes	\$2,843,909.00	\$0.00	\$1,584,596.90	\$1,259,312.10	55.72%
31055	Tax Incr 1-8 Crosswoods Dev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31101	County Payment Joint Facility	\$112,467.00	\$0.00	\$111,885.64	\$581.36	99.48%
31300	Emergency Services Levy	\$0.00	\$0.00	\$19.04	-\$19.04	0.00%
31305	2003 Joint Facility Levy	\$0.00	\$0.00	\$34.71	-\$34.71	0.00%
31310	2012 Series A Levy	\$123,249.00	\$0.00	\$68,730.96	\$54,518.04	55.77%
31800	Other Taxes	\$1,500.00	\$0.00	\$4,158.13	-\$2,658.13	277.21%
31900	Penalties and Interest DelTax	\$1,000.00	\$0.00	\$1,700.18	-\$700.18	170.02%
32110	Alcoholic Beverages	\$16,000.00	\$0.00	\$15,900.00	\$100.00	99.38%
32111	Club Liquor License	\$500.00	\$0.00	\$500.00	\$0.00	100.00%
32112	Beer and Wine License	\$1,000.00	\$0.00	\$100.00	\$900.00	10.00%
32180	Other Licenses/Permits	\$200.00	\$0.00	\$150.00	\$50.00	125.00%
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	\$1,563.31	\$1,563.31	\$436.69	78.17%
33417	Police State Aid	\$33,000.00	\$0.00	\$0.00	\$33,000.00	0.00%
33418	Fire State Aid	\$28,000.00	\$0.00	\$24,810.00	\$3,190.00	88.61%
33419	Fire Training Reimbursement	\$0.00	\$960.00	\$7,300.00	-\$7,300.00	0.00%
33420	Insurance Premium Reimburse	\$0.00	\$1,980.00	\$1,980.00	-\$1,980.00	0.00%
33422	PERA State Aid	\$2,979.00	\$0.00	\$1,489.50	\$1,489.50	50.00%
33423	Insurance Claim Reimbursement	\$0.00	\$0.00	\$106.99	-\$106.99	0.00%
33650	Recycling Grant	\$29,200.00	\$0.00	\$29,200.00	\$0.00	100.00%
34000	Charges for Services	\$200.00	\$0.00	\$29.95	\$170.05	14.98%
34010	Sale of Maps and Publications	\$30.00	\$10.00	\$80.00	-\$50.00	266.67%
34050	Candidate Filing Fees	\$20.00	\$10.00	\$10.00	\$10.00	50.00%
34103	Zoning Permits	\$28,000.00	\$3,650.00	\$34,525.00	-\$6,525.00	127.05%
34104	Plat Check Fee/Subdivision Fee	\$1,000.00	\$0.00	\$4,025.00	-\$3,025.00	402.50%
34105	Variances and CUPS/IUPS	\$8,800.00	\$500.00	\$5,000.00	\$3,800.00	56.82%
34106	Sign Permits	\$500.00	\$0.00	\$200.00	\$300.00	40.00%
34107	Assessment Search Fees	\$800.00	\$110.00	\$550.00	\$250.00	68.75%
34108	Zoning Misc/Penalties	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
34109	Zoning Reimb Eng/Legal/Survey	\$2,500.00	\$0.00	\$200.00	\$2,300.00	8.00%
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	\$250.00	\$5,700.00	-\$1,700.00	155.00%
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	\$0.00	\$0.00	\$200.00	0.00%
34202	Fire Protection and Calls	\$31,250.00	\$0.00	\$36,858.01	-\$5,608.01	117.95%
34206	Animal Control Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34207	House Burning Fee	\$1,500.00	\$1,500.00	\$3,000.00	-\$1,500.00	200.00%
34210	Police Contracts	\$48,000.00	\$0.00	\$28,000.00	\$20,000.00	58.33%
34211	Police Donations	\$0.00	\$0.00	\$8,872.00	-\$8,872.00	0.00%
34213	Police Receipts	\$5,000.00	\$0.00	\$1,069.72	\$3,930.28	21.39%
34214	Tac Team Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34215	Pass Thru Donations	\$0.00	\$0.00	\$69.12	-\$69.12	0.00%
34300	E911 Signs	\$1,000.00	\$100.00	\$1,125.00	-\$125.00	122.50%
34700	Park & Rec Donation	\$300.00	\$23.00	\$78.00	\$222.00	26.00%

CITY OF CROSS LAKE

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Month-End Revenue

Current Period: AUGUST 2016

SRC	SRC Descr	2016 Budget	AUGUST 2016 Amt	2016 YTD Amt	2016 YTD Balance	2016 % of Budget
34701	Halloween Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34711	Taxable Merchandise/Rentals	\$200.00	\$151.00	\$521.00	-\$321.00	307.00%
34740	Park Concessions	\$500.00	\$105.00	\$309.00	\$191.00	61.80%
34741	Gen Gov t Concessions	\$100.00	\$25.89	\$298.01	-\$198.01	307.51%
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	\$16.00	-\$16.00	0.00%
34750	CCC/Park User Fee	\$3,800.00	\$157.00	\$1,989.00	\$1,811.00	53.18%
34751	Shelter/Beer/Wine Fees	\$300.00	\$0.00	\$235.00	\$65.00	78.33%
34760	Library Cards	\$1,300.00	\$223.00	\$1,030.00	\$270.00	82.00%
34761	Library Donations	\$500.00	\$0.00	\$463.00	\$37.00	92.60%
34762	Library Copies	\$300.00	\$61.95	\$295.69	\$4.31	102.25%
34763	Library Events	\$1,000.00	\$5,295.00	\$5,295.00	-\$4,295.00	529.50%
34764	Library Miscellaneous	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
34765	Summer Reading Program	\$300.00	\$0.00	\$170.00	\$130.00	56.67%
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	\$43.57	\$2,864.36	-\$1,864.36	286.44%
34769	PAL Foundation - Park	\$6,000.00	\$7,040.81	\$18,848.86	-\$12,848.86	315.48%
34770	Silver Sneakers	\$6,000.00	\$873.50	\$5,791.00	\$209.00	97.02%
34790	Park Dedication Fees	\$1,000.00	\$0.00	\$15,000.00	-\$14,000.00	1500.00%
34800	Tennis Fees	\$1,100.00	\$368.00	\$3,067.00	-\$1,967.00	278.82%
34801	Recreational-Program	\$3,000.00	\$110.00	\$3,289.00	-\$289.00	110.17%
34802	Softball/Baseball Fees	\$1,300.00	\$0.00	\$385.00	\$915.00	29.62%
34803	Recreation-Misc. Receipts	\$1,200.00	\$7.00	\$73.70	\$1,126.30	126.14%
34805	Aerobics Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34806	Weight Room Fees	\$30,000.00	\$1,804.00	\$22,036.50	\$7,963.50	76.29%
34807	Volleyball Fees	\$500.00	\$0.00	\$599.00	-\$99.00	119.80%
34808	Silver and Fit	\$10,000.00	\$2,734.00	\$9,776.00	\$224.00	97.76%
34809	Soccer Fees	\$500.00	\$1,225.00	\$1,225.00	-\$725.00	330.00%
34910	Transit Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34940	Cemetery Lots	\$3,000.00	\$350.00	\$600.00	\$2,400.00	86.67%
34941	Cemetery Openings	\$3,500.00	\$400.00	\$3,600.00	-\$100.00	102.86%
34942	Cemetery Other	\$450.00	\$50.00	\$250.00	\$200.00	55.56%
34950	Public Works Revenue	\$1,500.00	\$0.00	\$307.50	\$1,192.50	20.50%
34952	County Joint Facility Payments	\$45,000.00	\$20.29	\$19,105.57	\$25,894.43	42.46%
34953	Recycling Revenues	\$50.00	\$391.90	\$497.76	-\$447.76	2761.12%
35100	Court Fines	\$10,000.00	\$951.62	\$5,137.02	\$4,862.98	51.37%
35103	Library Fines	\$600.00	\$80.00	\$260.00	\$340.00	54.25%
35105	Restitution Receipts	\$1,000.00	\$2,936.00	\$3,108.80	-\$2,108.80	310.88%
36200	Miscellaneous Revenues	\$500.00	\$29.09	\$1,725.75	-\$1,225.75	345.15%
36201	Misc Reimbursements	\$0.00	\$1,474.05	\$12,155.03	-\$12,155.03	0.00%
36202	LIBRARY GRANTS	\$5,000.00	\$0.00	\$5,000.00	\$0.00	100.00%
36210	Interest Earnings	\$3,000.00	\$600.69	\$3,357.23	-\$357.23	111.91%
36230	Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36254	Sp Assess Prin-Sunrise Isl 11	\$3,062.00	\$0.00	\$1,224.68	\$1,837.32	40.00%
36255	Sp Assess Int-Sunrise Isl 11	\$812.00	\$0.00	\$417.91	\$394.09	51.47%
38050	Telephone Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
38051	Telephone True-Up	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
38052	Telephone Miscellaneous Rev	\$25,000.00	\$229.33	\$12,108.84	\$12,891.16	48.59%
39101	Sales of General Fixed Assets	\$0.00	\$0.00	\$21,143.00	-\$21,143.00	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 CROSS LAKE

Month-End Revenue

Current Period: AUGUST 2016

SRC	SRC Descr	2016 Budget	AUGUST 2016 Amt	2016 YTD Amt	2016 YTD Balance	2016 % 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	\$0.00	\$0.00	0.00%
39330	Proceeds from Capital Lease	\$0.00	\$0.00	\$0.00	\$0.00	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		\$3,502,028.00	\$38,394.00	\$2,167,193.37	\$1,334,834.63	62.12%
FUND 301 DEBT SERVICE FUND						
31000	General Property Taxes	\$0.00	\$0.00	\$39.27	-\$39.27	0.00%
31001		\$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	\$13.95	-\$13.95	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	-\$3.63	\$3.63	0.00%
31302	1999 Series B Levy	\$0.00	\$0.00	\$22.38	-\$22.38	0.00%
31303	2001 Series A Levy	\$0.00	\$0.00	\$10.25	-\$10.25	0.00%
31304	2002 Series A Levy	\$0.00	\$0.00	\$7.15	-\$7.15	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	\$33.17	-\$33.17	0.00%
31308	2006 Series B Levy	\$137,746.00	\$0.00	\$76,808.72	\$60,937.28	55.76%
31309	2006 Series C Levy	\$0.00	\$0.00	\$11.91	-\$11.91	0.00%
31310	2012 Series A Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31311	2015 GO Equip Certs 2015B	\$10,473.00	\$0.00	\$5,749.38	\$4,723.62	54.90%
31312	Not Used	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31900	Penalties and Interest DelTax	\$500.00	\$0.00	\$52.50	\$447.50	10.50%
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	\$209.72	-\$209.72	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	\$76.89	-\$76.89	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%

CITY OF CROSS LAKE

Month-End Revenue

Current Period: AUGUST 2016

SRC	SRC Descr	2016 Budget	AUGUST 2016 Amt	2016 YTD Amt	2016 YTD Balance	2016 % of Budget
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%
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/Ridg/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36140	Sp Assess Int Deer Rg/Ridg/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%

CITY OF CROSS LAKE

Month-End Revenue

Current Period: AUGUST 2016

SRC	SRC Descr	2016 Budget	AUGUST 2016 Amt	2016 YTD Amt	2016 YTD Balance	2016 % of Budget
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%
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	\$0.00	\$0.00	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	\$2,530.00	\$0.00	\$1,405.50	\$1,124.50	55.55%
36245	Sp Assess Int - Duck Lane	\$140.00	\$0.00	\$77.30	\$62.70	55.21%
36246	Sp Assess Prin - Sunset Drive	\$2,989.00	\$0.00	\$1,494.35	\$1,494.65	49.99%
36247	Sp Assess Int - Sunset Drive	\$164.00	\$0.00	\$82.17	\$81.83	50.10%
36248	Sp Assess Prin - Maroda Drive	\$1,105.00	\$0.00	\$460.60	\$644.40	41.68%
36249	Sp Assess Int - Maroda Drive	\$61.00	\$0.00	\$25.32	\$35.68	41.51%
36250	Sp Assess Prin - Johnie/Rober	\$4,270.00	\$0.00	\$2,395.45	\$1,874.55	56.10%
36251	Sp Assess Int - Johnie/Robert	\$235.00	\$0.00	\$142.98	\$92.02	60.84%
36252	Sp Assess Prin - Brita/Pinevie	\$16,137.00	\$0.00	\$9,103.16	\$7,033.84	56.41%
36253	Sp Assess Int - Brita/Pineview	\$888.00	\$0.00	\$500.71	\$387.29	56.39%
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	\$0.00	\$0.00	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		\$177,738.00	\$0.00	\$98,719.20	\$79,018.80	55.54%

CITY OF CROSS LAKE

Month-End Revenue

Current Period: AUGUST 2016

SRC	SRC Descr	2016 Budget	AUGUST 2016 Amt	2016 YTD Amt	2016 YTD Balance	2016 % of Budget
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%
34790	Park Dedication Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$500.00	\$57.09	\$421.73	\$78.27	84.35%
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	\$57.09	\$421.73	\$78.27	84.35%
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	\$12,000.00	\$0.00	\$6,358.62	\$5,641.38	52.99%
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		\$12,000.00	\$0.00	\$6,358.62	\$5,641.38	52.99%
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%

CITY OF CROSS LAKE

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Month-End Revenue

Current Period: AUGUST 2016

SRC	SRC Descr	2016 Budget	AUGUST 2016 Amt	2016 YTD Amt	2016 YTD Balance	2016 % of Budget
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%
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	\$0.00	\$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%
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	\$0.00	\$0.00	\$0.00	0.00%
FUND 502	ECONOMIC DEVELOPMENT FUND					
31000	General Property Taxes	\$12,500.00	\$0.00	\$6,893.28	\$5,606.72	55.15%
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%
34215	Pass Thru Donations	\$0.00	\$3,555.00	\$6,914.00	-\$6,914.00	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	\$12,500.00	\$3,555.00	\$13,807.28	-\$1,307.28	154.46%
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	\$131.46	\$1,006.31	\$293.69	77.41%
36211	Revolving Loan Interest	\$6,359.00	\$273.62	\$4,080.20	\$2,278.80	64.16%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 503	EDA (REVOLVING LOAN)	\$7,659.00	\$405.08	\$5,086.51	\$2,572.49	66.41%
FUND 601	SEWER OPERATING FUND					
33423	Insurance Claim Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34410	Unallocated Reserves	\$0.00	\$119.80	-\$657.89	\$657.89	0.00%
36104	Penalty & Interest	\$1,000.00	\$74.31	\$637.96	\$362.04	65.74%
36200	Miscellaneous Revenues	\$1,000.00	\$385.95	\$1,543.40	-\$543.40	154.34%
36201	Misc Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF CROSS LAKE

Month-End Revenue

Current Period: AUGUST 2016

SRC	SRC Descr	2016 Budget	AUGUST 2016 Amt	2016 YTD Amt	2016 YTD Balance	2016 % of Budget
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
37200	User Fee	\$237,060.00	\$20,998.39	\$167,353.43	\$69,706.57	71.21%
37250	Sewer Connection Payments	\$0.00	\$0.00	\$3,900.00	-\$3,900.00	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%
39204	Transfer Frm Needs Assess Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 601 SEWER OPERATING FUND		\$239,060.00	\$21,578.45	\$172,776.90	\$66,283.10	72.49%
FUND 614 TELEPHONE AND CABLE FUND						
39105	Sales Proceeds - Crosslake Com	\$0.00	\$6,372,000.00	\$6,372,000.00	-\$6,372,000.00	0.00%
39200	Operating Transfers	\$0.00	\$1,108,495.13	\$1,108,495.13	-\$1,108,495.13	0.00%
FUND 614 TELEPHONE AND CABLE FUND		\$0.00	\$7,480,495.13	\$7,480,495.13	-\$7,480,495.13	0.00%
FUND 651 SEWER RESTRICTED SINKING FUND						
31306	2003 Disposal System Levy	\$221,000.00	\$0.00	\$123,339.66	\$97,660.34	55.81%
33402	Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36104	Penalty & Interest	\$1,500.00	\$0.00	\$10.95	\$1,489.05	0.73%
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	\$18.98	\$107.18	\$392.82	21.44%
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	\$18.98	\$123,457.79	\$99,542.21	55.36%
		\$4,174,485.00	\$7,544,503.73	\$10,068,316.53	-\$5,893,831.53	241.53%

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CITY OF CROSS LAKE

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Month End Expenditures

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Current Period: AUGUST 2016

OBJ	OBJ Descr	2016 Budget	AUGUST 2016 Amt	2016 YTD Amt	2016 YTD Balance	%YTD Budget
FUND 101 GENERAL FUND						
DEPT 41110 Council						
100	Wages and Salaries Dept Head	\$27,000.00	\$2,130.00	\$16,920.00	\$10,080.00	62.67%
122	FICA	\$2,066.00	\$162.97	\$1,319.06	\$746.94	63.85%
151	Workers Comp Insurance	\$78.00	\$0.00	\$0.00	\$78.00	0.00%
208	Instruction Fees	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
321	Communications-Cellular	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
331	Travel Expenses	\$1,500.00	\$0.00	\$24.84	\$1,475.16	1.66%
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$150.00	\$0.00	\$69.00	\$81.00	46.00%
430	Miscellaneous	\$706.00	\$0.00	\$200.00	\$506.00	28.33%
433	Dues and Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41110 Council		\$33,000.00	\$2,292.97	\$18,532.90	\$14,467.10	56.16%
DEPT 41400 Administration						
100	Wages and Salaries Dept Head	\$83,636.00	\$8,104.33	\$53,835.14	\$29,800.86	64.37%
101	Assistant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
102	Consultant	\$26,000.00	\$1,641.25	\$11,570.00	\$14,430.00	44.50%
105	Part-time	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
109	Secretary/Bookkeeper	\$59,212.00	\$5,753.65	\$38,241.59	\$20,970.41	64.58%
121	PERA	\$10,826.00	\$1,039.35	\$7,048.65	\$3,777.35	65.11%
122	FICA	\$11,043.00	\$1,012.07	\$6,691.23	\$4,351.77	60.59%
131	Employer Paid Health	\$27,926.00	\$2,327.20	\$18,617.60	\$9,308.40	66.67%
132	Employer Paid Disability	\$1,184.00	\$102.87	\$822.96	\$361.04	69.51%
133	Employer Paid Dental	\$2,233.00	\$186.00	\$1,439.64	\$793.36	64.47%
134	Employer Paid Life	\$134.00	\$11.20	\$89.60	\$44.40	66.87%
136	Deferred Compensation	\$1,300.00	\$100.00	\$850.00	\$450.00	65.38%
151	Workers Comp Insurance	\$1,496.00	\$0.00	\$1,123.00	\$373.00	75.07%
152	Health Savings Account Contrib	\$12,000.00	\$0.00	\$9,000.00	\$3,000.00	75.00%
200	Office Supplies	\$1,800.00	\$130.99	\$1,391.53	\$408.47	77.31%
208	Instruction Fees	\$2,000.00	\$0.00	\$617.55	\$1,382.45	30.88%
210	Operating Supplies	\$1,500.00	\$19.64	\$302.01	\$1,197.99	20.13%
220	Repair/Maint Supply - Equip	\$3,834.00	\$166.66	\$3,231.67	\$602.33	84.29%
301	Auditing and Acct g Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$4,000.00	\$249.67	\$1,881.68	\$2,118.32	47.04%
322	Postage	\$1,000.00	\$0.00	\$350.34	\$649.66	35.03%
331	Travel Expenses	\$1,500.00	\$0.00	\$28.08	\$1,471.92	1.87%
334	Vehicle Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
340	Advertising	\$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	\$1,000.00	\$0.00	\$433.50	\$566.50	43.35%
413	Office Equipment Rental/Repair	\$1,000.00	\$45.45	\$45.45	\$954.55	4.55%
430	Miscellaneous	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
433	Dues and Subscriptions	\$650.00	\$375.00	\$695.00	-\$45.00	106.92%
443	Sales Tax	\$100.00	\$0.00	\$23.43	\$76.57	23.43%
500	Capital Outlay	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
600	Principal	\$775.00	\$64.75	\$450.43	\$324.57	58.12%
610	Interest	\$89.00	\$7.25	\$53.57	\$35.43	60.19%
DEPT 41400 Administration		\$261,238.00	\$21,337.33	\$158,833.65	\$102,404.35	60.80%
DEPT 41410 Elections						
107	Services	\$4,200.00	\$1,587.50	\$1,587.50	\$2,612.50	37.80%
122	FICA	\$321.00	\$0.00	\$0.00	\$321.00	0.00%
210	Operating Supplies	\$100.00	\$0.00	\$137.17	-\$37.17	137.17%

OBJ	OBJ Descr	2016 Budget	AUGUST 2016 Amt	2016 YTD Amt	2016 YTD Balance	%YTD Budget
351	Legal Notices Publishing	\$100.00	\$70.12	\$70.12	\$29.88	70.12%
413	Office Equipment Rental/Repair	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$779.00	\$395.30	\$395.30	\$383.70	50.74%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41410 Elections		\$5,500.00	\$2,052.92	\$2,190.09	\$3,309.91	39.82%
DEPT 41600 Audit/Legal Services						
301	Auditing and Acct g Services	\$28,000.00	\$0.00	\$25,507.50	\$2,492.50	91.10%
304	Legal Fees (Civil)	\$10,000.00	\$375.00	\$3,845.00	\$6,155.00	38.45%
307	Legal Fees (Labor)	\$14,000.00	\$483.75	\$10,374.34	\$3,625.66	74.10%
DEPT 41600 Audit/Legal Services		\$52,000.00	\$858.75	\$39,726.84	\$12,273.16	76.40%
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	\$0.00	\$0.00	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	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
151	Workers Comp Insurance	\$125.00	\$0.00	\$0.00	\$125.00	0.00%
200	Office Supplies	\$0.00	\$48.98	\$657.29	-\$657.29	0.00%
208	Instruction Fees	\$600.00	\$0.00	\$2,162.00	-\$1,562.00	360.33%
210	Operating Supplies	\$1,500.00	\$0.00	\$367.10	\$1,132.90	24.47%
212	Motor Fuels	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
220	Repair/Maint Supply - Equip	\$3,834.00	\$166.67	\$3,145.74	\$688.26	82.05%
221	Repair/Maint Vehicles	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
303	Engineering Fees	\$2,500.00	\$0.00	\$181.25	\$2,318.75	7.25%
304	Legal Fees (Civil)	\$5,000.00	\$135.00	\$3,490.03	\$1,509.97	69.80%
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	\$184.23	\$1,233.91	\$2,266.09	35.25%
322	Postage	\$500.00	\$0.00	\$336.68	\$163.32	67.34%
331	Travel Expenses	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
332	Travel Expense- P&Z Comm	\$1,500.00	\$0.00	\$1,855.00	-\$355.00	123.67%
340	Advertising	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
351	Legal Notices Publishing	\$2,000.00	\$0.00	\$705.50	\$1,294.50	35.28%
352	Filing Fees	\$1,500.00	\$46.00	\$414.00	\$1,086.00	27.60%
356	Mapping	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
387	Septic Inspections	\$0.00	\$0.00	\$1,200.00	-\$1,200.00	0.00%
413	Office Equipment Rental/Repair	\$860.00	\$0.00	\$0.00	\$860.00	0.00%
430	Miscellaneous	\$500.00	\$0.00	\$4.94	\$495.06	0.99%
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	\$7.00	-\$7.00	0.00%
452	Refund	\$500.00	\$0.00	\$1,675.00	-\$1,175.00	335.00%
470	Consultant Fees	\$198,500.00	\$16,600.00	\$132,800.00	\$65,700.00	66.90%
500	Capital Outlay	\$3,000.00	\$0.00	\$1,911.28	\$1,088.72	63.71%

OBJ	OBJ Descr	2016 Budget	AUGUST 2016 Amt	2016 YTD Amt	2016 YTD Balance	%YTD Budget
600	Principal	\$775.00	\$64.75	\$450.43	\$324.57	58.12%
610	Interest	\$89.00	\$7.25	\$53.57	\$35.43	60.19%
DEPT 41910 Planning and Zoning		\$230,483.00	\$17,252.88	\$152,650.72	\$77,832.28	66.23%
DEPT 41940 General Government						
131	Employer Paid Health	\$18,108.00	\$1,509.00	\$23,443.75	-\$5,335.75	129.47%
133	Employer Paid Dental	\$391.00	-\$43.75	\$612.50	-\$221.50	156.65%
151	Workers Comp Insurance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
152	Health Savings Account Contrib	\$5,250.00	\$0.00	\$3,750.00	\$1,500.00	71.43%
210	Operating Supplies	\$2,500.00	\$112.02	\$1,756.04	\$743.96	70.24%
220	Repair/Maint Supply - Equip	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$4,000.00	\$128.77	\$3,366.03	\$633.97	84.15%
235	Signs	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
254	Concessions - Pop	\$300.00	\$63.93	\$224.99	\$75.01	75.00%
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	\$0.00	\$347.88	\$452.12	43.49%
335	Background Checks	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
341	Newsletter Expenditures	\$13,000.00	\$0.00	\$0.00	\$13,000.00	0.00%
351	Legal Notices Publishing	\$250.00	\$0.00	\$131.75	\$118.25	52.70%
354	Ordinance Codification	\$15,000.00	\$0.00	\$1,915.20	\$13,084.80	12.77%
360	Insurance	\$26,500.00	\$0.00	\$20,858.00	\$5,642.00	78.71%
381	Electric Utilities	\$14,500.00	\$1,196.00	\$7,014.00	\$7,486.00	48.37%
383	Gas Utilities	\$4,500.00	\$27.91	\$1,425.95	\$3,074.05	31.69%
384	Refuse/Garbage Disposal	\$500.00	\$50.40	\$349.29	\$150.71	69.86%
385	Sewer Utility	\$600.00	\$45.00	\$270.00	\$330.00	45.00%
389	Generator Expense	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
405	Cleaning Services	\$9,600.00	\$707.50	\$5,660.00	\$3,940.00	58.96%
430	Miscellaneous	\$2,500.00	\$0.00	\$37.74	\$2,462.26	1.51%
433	Dues and Subscriptions	\$3,500.00	\$0.00	\$2,423.40	\$1,076.60	69.24%
437	Brainerd Lakes Area Dev Corp	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
438	Initiative Foundation	\$1,500.00	\$0.00	\$1,600.00	-\$100.00	106.67%
439	Emergency Mgmt Expense	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
440	Telephone Co Reimb Expense	\$25,000.00	\$3,077.75	\$15,019.76	\$9,980.24	60.08%
441	Enhanced 911	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
442	Safety Prog/Equipment	\$8,500.00	\$0.00	\$6,040.99	\$2,459.01	71.07%
443	Sales Tax	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
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	\$70.10	-\$70.10	0.00%
456	Fireworks	\$14,000.00	\$0.00	\$14,000.00	\$0.00	100.00%
460	Fines/Fees Reimburse	\$6,000.00	\$1,471.89	\$2,146.09	\$3,853.91	35.77%
470	Consultant Fees	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
490	Donations to Civic Org s	\$3,700.00	\$2,000.00	\$2,100.00	\$1,600.00	56.76%
493	Pass Thru Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$20,000.00	\$0.00	\$647.77	\$19,352.23	3.24%
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		\$208,849.00	\$10,346.42	\$115,211.23	\$93,637.77	55.16%
DEPT 42110 Police Administration						
100	Wages and Salaries Dept Head	\$77,334.00	\$7,441.21	\$49,451.55	\$27,882.45	63.95%
101	Assistant	\$64,813.00	\$6,655.71	\$43,215.86	\$21,597.14	66.68%

OBJ	OBJ Descr	2016 Budget	AUGUST 2016 Amt	2016 YTD Amt	2016 YTD Balance	%YTD Budget
103	Tech 1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
108	Tech 3	\$25,000.00	\$1,491.13	\$8,714.20	\$16,285.80	34.86%
110	Tech 4	\$56,269.00	\$4,103.60	\$34,406.49	\$21,862.51	61.15%
112	Tech 5	\$56,769.00	\$4,146.60	\$35,728.33	\$21,040.67	62.94%
113	Tech 6	\$58,749.00	\$4,190.85	\$38,590.67	\$20,158.33	65.69%
121	PERA	\$54,907.00	\$4,540.74	\$34,611.25	\$20,295.75	63.04%
122	FICA	\$4,915.00	\$378.20	\$2,846.87	\$2,068.13	57.92%
131	Employer Paid Health	\$63,096.00	\$5,258.00	\$42,061.00	\$21,035.00	66.66%
132	Employer Paid Disability	\$2,536.00	\$215.05	\$1,720.40	\$815.60	67.84%
133	Employer Paid Dental	\$4,884.00	\$407.00	\$3,151.22	\$1,732.78	64.52%
134	Employer Paid Life	\$336.00	\$28.00	\$224.00	\$112.00	66.67%
136	Deferred Compensation	\$1,300.00	\$100.00	\$850.00	\$450.00	65.38%
140	Unemployment	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
151	Workers Comp Insurance	\$13,550.00	\$0.00	\$13,396.00	\$154.00	98.86%
152	Health Savings Account Contrib	\$27,000.00	\$1,500.00	\$21,750.00	\$5,250.00	80.56%
200	Office Supplies	\$300.00	\$306.18	\$516.97	-\$216.97	172.32%
208	Instruction Fees	\$3,500.00	\$150.00	\$1,002.11	\$2,497.89	28.63%
209	Physicals	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
210	Operating Supplies	\$1,300.00	\$0.00	\$8.00	\$1,292.00	0.62%
212	Motor Fuels	\$18,000.00	\$0.00	\$4,325.26	\$13,674.74	24.03%
214	Auto Expense- 08 Ford	\$2,000.00	\$50.13	\$1,358.51	\$641.49	67.93%
216	Auto Expense- 09 Ford	\$1,000.00	\$0.00	\$729.11	\$270.89	72.91%
217	Auto Expense- 10 Ford	\$800.00	\$14.99	\$183.89	\$616.11	22.99%
218	Auto Expense- 11 Ford	\$1,200.00	\$73.75	\$380.02	\$819.98	31.67%
219	Auto Expense- 12 Dodge	\$1,500.00	\$0.00	\$1,566.16	-\$66.16	104.41%
220	Repair/Maint Supply - Equip	\$5,532.00	\$484.00	\$6,056.43	-\$524.43	109.48%
221	Repair/Maint Vehicles	\$0.00	\$0.00	\$41.50	-\$41.50	0.00%
258	Unif Bob/Ted/Gerald	\$700.00	\$95.52	\$455.65	\$244.35	65.09%
259	Unif Erik/Joe	\$700.00	\$0.00	\$413.61	\$286.39	59.09%
260	Unif Eric & Nate	\$700.00	\$0.00	\$48.00	\$652.00	6.86%
261	Unif Jake/Jon/Leigh	\$700.00	\$0.00	\$83.61	\$616.39	11.94%
264	Unif Bobby/Ron	\$700.00	\$0.00	\$471.49	\$228.51	67.36%
265	Unif & P/T Expense	\$0.00	\$0.00	\$100.00	-\$100.00	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	\$136.00	\$396.75	\$603.25	39.68%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$60.00	-\$60.00	0.00%
319	Donation Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$2,800.00	\$256.46	\$1,786.94	\$1,013.06	63.82%
321	Communications-Cellular	\$5,400.00	\$446.47	\$2,866.40	\$2,533.60	53.08%
322	Postage	\$200.00	\$0.00	\$31.18	\$168.82	15.59%
331	Travel Expenses	\$1,700.00	\$0.00	\$1,003.05	\$696.95	59.00%
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	\$14,646.00	-\$646.00	104.61%
413	Office Equipment Rental/Repair	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
430	Miscellaneous	\$200.00	\$0.00	\$166.45	\$33.55	83.23%
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	\$10,200.00	\$0.00	\$0.00	\$10,200.00	0.00%
550	Capital Outlay - Vehicles	\$20,000.00	\$0.00	\$19,131.44	\$868.56	95.66%
600	Principal	\$128.00	\$10.79	\$75.07	\$52.93	58.65%
610	Interest	\$15.00	\$1.21	\$8.93	\$6.07	59.53%

OBJ	OBJ Descr	2016 Budget	AUGUST 2016 Amt	2016 YTD Amt	2016 YTD Balance	%YTD Budget
DEPT 42110	Police Administration	\$608,083.00	\$42,481.59	\$388,870.37	\$219,212.63	63.95%
DEPT 42280	Fire Administration					
100	Wages and Salaries Dept Head	\$6,000.00	\$500.00	\$3,500.00	\$2,500.00	58.33%
101	Assistant	\$1,200.00	\$100.00	\$700.00	\$500.00	58.33%
106	Training	\$2,100.00	\$75.00	\$525.00	\$1,575.00	25.00%
107	Services	\$45,500.00	\$0.00	\$0.00	\$45,500.00	0.00%
122	FICA	\$4,193.00	\$51.63	\$413.04	\$3,779.96	9.85%
151	Workers Comp Insurance	\$4,590.00	\$0.00	\$4,111.00	\$479.00	89.56%
200	Office Supplies	\$100.00	\$0.00	\$133.88	-\$33.88	133.88%
208	Instruction Fees	\$7,000.00	\$25.00	\$12,051.00	-\$5,051.00	172.16%
209	Physicals	\$500.00	\$0.00	\$2,363.00	-\$1,863.00	472.60%
210	Operating Supplies	\$3,000.00	\$0.00	\$3,099.82	-\$99.82	103.33%
212	Motor Fuels	\$500.00	\$48.50	\$459.74	\$40.26	91.95%
213	Diesel Fuel	\$2,500.00	\$0.00	\$466.28	\$2,033.72	18.65%
220	Repair/Maint Supply - Equip	\$3,000.00	\$0.00	\$3,616.64	-\$616.64	120.55%
221	Repair/Maint Vehicles	\$9,000.00	\$0.00	\$5,145.34	\$3,854.66	57.17%
222	Tires	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$1,000.00	\$0.00	\$2,568.64	-\$1,568.64	256.86%
233	FIRE PREVENTION	\$2,000.00	\$0.00	\$632.92	\$1,367.08	31.65%
240	Small Tools and Minor Equip	\$1,500.00	\$0.00	\$1,888.83	-\$388.83	125.92%
319	Donation Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$1,200.00	\$251.26	\$2,086.75	-\$886.75	173.90%
322	Postage	\$25.00	\$0.00	\$0.49	\$24.51	1.96%
331	Travel Expenses	\$2,500.00	\$0.00	\$4,333.20	-\$1,833.20	173.33%
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	\$6,398.00	\$602.00	91.40%
430	Miscellaneous	\$150.00	\$0.00	\$10.00	\$140.00	6.67%
433	Dues and Subscriptions	\$1,200.00	\$0.00	\$912.00	\$288.00	76.00%
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	\$2,306.29	-\$806.29	153.75%
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	\$50,000.00	\$3,619.35	\$58,227.21	-\$8,227.21	116.45%
550	Capital Outlay - Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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%
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%
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 42280	Fire Administration	\$207,058.00	\$4,670.74	\$115,949.07	\$91,108.93	56.00%
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	\$48,455.00	\$4,173.03	\$30,410.25	\$18,044.75	62.76%
104	Tech 2	\$52,109.00	\$4,155.80	\$31,048.96	\$21,060.04	59.58%
105	Part-time	\$0.00	\$0.00	\$2.17	-\$2.17	0.00%
108	Tech 3	\$54,060.00	\$3,326.74	\$29,754.58	\$24,305.42	55.04%
121	PERA	\$11,597.00	\$1,154.18	\$7,239.31	\$4,357.69	62.42%

OBJ	OBJ Descr	2016 Budget	AUGUST 2016 Amt	2016 YTD Amt	2016 YTD Balance	%YTD Budget
122	FICA	\$11,826.00	\$810.48	\$6,355.60	\$5,470.40	53.74%
131	Employer Paid Health	\$35,170.00	\$2,930.80	\$23,446.40	\$11,723.60	66.67%
132	Employer Paid Disability	\$1,030.00	\$86.41	\$604.87	\$425.13	58.73%
133	Employer Paid Dental	\$2,651.00	\$221.00	\$1,797.99	\$853.01	67.82%
134	Employer Paid Life	\$202.00	\$16.80	\$134.40	\$67.60	66.53%
136	Deferred Compensation	\$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	\$16,238.00	\$0.00	\$13,386.00	\$2,852.00	82.44%
152	Health Savings Account Contrib	\$15,000.00	\$0.00	\$11,250.00	\$3,750.00	75.00%
200	Office Supplies	\$450.00	\$0.00	\$156.14	\$293.86	34.70%
208	Instruction Fees	\$1,000.00	\$0.00	\$1,004.62	-\$4.62	100.46%
210	Operating Supplies	\$1,200.00	\$4.93	\$1,141.95	\$58.05	95.16%
212	Motor Fuels	\$8,000.00	\$35.84	\$2,085.14	\$5,914.86	26.06%
213	Diesel Fuel	\$15,000.00	\$0.00	\$2,510.16	\$12,489.84	16.73%
215	Shop Supplies	\$2,750.00	\$66.07	\$1,567.58	\$1,182.42	57.00%
220	Repair/Maint Supply - Equip	\$18,000.00	\$1,071.64	\$14,676.97	\$3,323.03	81.54%
221	Repair/Maint Vehicles	\$15,000.00	\$1,846.68	\$8,975.81	\$6,024.19	59.84%
222	Tires	\$1,500.00	\$395.30	\$1,687.87	-\$187.87	112.52%
223	Bldg Repair Suppl/Maintenance	\$4,500.00	\$1,326.18	\$5,804.31	-\$1,304.31	128.98%
224	Street Maint Materials	\$20,000.00	\$0.00	\$6,224.64	\$13,775.36	31.12%
225	New Roads Materials	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
226	Bridge Materials	\$25,000.00	\$0.00	\$0.00	\$25,000.00	0.00%
228	Street Lighting	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
232	Striping	\$8,000.00	\$4,315.00	\$16,445.00	-\$8,445.00	205.56%
235	Signs	\$3,000.00	\$0.00	\$1,481.87	\$1,518.13	49.40%
240	Small Tools and Minor Equip	\$2,500.00	\$1,574.86	\$7,894.42	-\$5,394.42	315.78%
254	Concessions - Pop	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
259	Unif Erik/Joe	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
260	Unif Eric & Nate	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
261	Unif Jake/Jon/Leigh	\$300.00	\$0.00	\$159.99	\$140.01	53.33%
303	Engineering Fees	\$25,000.00	\$1,172.35	\$6,264.35	\$18,735.65	25.06%
304	Legal Fees (Civil)	\$1,000.00	\$195.00	\$1,095.00	-\$95.00	109.50%
314	Surveyor	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
316	Security Monitoring	\$200.00	\$0.00	\$141.00	\$59.00	70.50%
320	Communications	\$1,600.00	\$107.99	\$747.73	\$852.27	46.73%
322	Postage	\$50.00	\$0.00	\$23.52	\$26.48	47.04%
331	Travel Expenses	\$1,000.00	\$47.40	\$1,052.09	-\$52.09	105.21%
340	Advertising	\$100.00	\$0.00	\$121.90	-\$21.90	121.90%
351	Legal Notices Publishing	\$100.00	\$323.00	\$378.25	-\$278.25	378.25%
360	Insurance	\$27,000.00	\$0.00	\$12,962.00	\$14,038.00	48.01%
381	Electric Utilities	\$14,000.00	\$586.08	\$6,891.69	\$7,108.31	49.23%
383	Gas Utilities	\$6,000.00	\$59.66	\$1,380.51	\$4,619.49	23.01%
384	Refuse/Garbage Disposal	\$1,000.00	\$50.72	\$509.43	\$490.57	50.94%
385	Sewer Utility	\$400.00	\$42.30	\$362.25	\$37.75	90.56%
405	Cleaning Services	\$3,700.00	\$176.25	\$1,410.00	\$2,290.00	38.11%
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	\$18,837.85	\$21,419.66	-\$20,419.66	2141.97%
433	Dues and Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
442	Safety Prog/Equipment	\$1,000.00	\$136.42	\$331.96	\$668.04	33.20%
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%
454	Joint Facility County Expense	\$45,000.00	\$2,374.47	\$21,642.23	\$23,357.77	48.09%
500	Capital Outlay	\$95,000.00	\$17,326.75	\$174,418.77	-\$79,418.77	183.60%
550	Capital Outlay - Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2016 Budget	AUGUST 2016 Amt	2016 YTD Amt	2016 YTD Balance	%YTD Budget
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	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.00%
583	Capital Outlay - Overlays	\$340,000.00	\$0.00	\$0.00	\$340,000.00	0.00%
584	Capital Outlay - Road Const	\$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%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$991,088.00	\$68,947.98	\$478,399.34	\$512,688.66	48.27%
DEPT 43100 Cemetery						
210	Operating Supplies	\$940.00	\$0.00	\$489.17	\$450.83	52.04%
220	Repair/Maint Supply - Equip	\$250.00	\$32.96	\$32.96	\$217.04	13.18%
360	Insurance	\$60.00	\$0.00	\$67.00	-\$7.00	111.67%
381	Electric Utilities	\$350.00	\$14.32	\$122.78	\$227.22	35.08%
430	Miscellaneous	\$400.00	\$0.00	\$188.00	\$212.00	47.00%
452	Refund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$1,000.00	\$500.00	\$704.00	\$296.00	70.40%
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 43100 Cemetery		\$3,000.00	\$547.28	\$1,603.91	\$1,396.09	53.46%
DEPT 45100 Park and Recreation (GENERAL)						
100	Wages and Salaries Dept Head	\$68,752.00	\$6,644.02	\$44,196.80	\$24,555.20	64.28%
101	Assistant	\$28,228.00	\$2,172.16	\$18,408.12	\$9,819.88	65.21%
103	Tech 1	\$38,349.00	\$1,224.35	\$1,333.01	\$37,015.99	3.48%
104	Tech 2	\$15,018.00	\$0.00	\$0.00	\$15,018.00	0.00%
105	Part-time	\$21,661.00	\$3,533.25	\$21,487.00	\$174.00	99.20%
108	Tech 3	\$32,672.00	\$2,809.02	\$22,189.27	\$10,482.73	67.92%
121	PERA	\$15,351.00	\$963.71	\$6,531.17	\$8,819.83	42.55%
122	FICA	\$15,656.00	\$1,210.72	\$8,004.36	\$7,651.64	51.13%
131	Employer Paid Health	\$35,170.00	\$1,767.20	\$9,912.40	\$25,257.60	28.18%
132	Employer Paid Disability	\$1,507.00	\$115.26	\$922.08	\$584.92	61.19%
133	Employer Paid Dental	\$3,767.00	\$314.00	\$2,194.46	\$1,572.54	58.25%
134	Employer Paid Life	\$274.00	\$22.40	\$145.60	\$128.40	53.14%
136	Deferred Compensation	\$650.00	\$50.00	\$425.00	\$225.00	65.38%
140	Unemployment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
151	Workers Comp Insurance	\$7,330.00	\$0.00	\$8,215.00	-\$885.00	112.07%
152	Health Savings Account Contrib	\$15,000.00	\$0.00	\$6,750.00	\$8,250.00	45.00%
200	Office Supplies	\$200.00	\$0.00	\$142.12	\$57.88	71.06%
208	Instruction Fees	\$500.00	\$0.00	\$197.00	\$303.00	39.40%
210	Operating Supplies	\$1,600.00	\$394.62	\$1,534.59	\$65.41	95.91%
212	Motor Fuels	\$2,000.00	\$5.44	\$920.02	\$1,079.98	46.00%
213	Diesel Fuel	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
220	Repair/Maint Supply - Equip	\$3,000.00	\$725.13	\$1,859.34	\$1,140.66	61.98%
221	Repair/Maint Vehicles	\$2,000.00	\$75.84	\$477.03	\$1,522.97	23.85%
223	Bldg Repair Suppl/Maintenance	\$10,000.00	\$752.85	\$8,873.11	\$1,126.89	88.73%
231	Chemicals	\$3,000.00	\$0.00	\$1,484.80	\$1,515.20	49.49%
235	Signs	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
254	Concessions - Pop	\$300.00	\$0.00	\$170.74	\$129.26	56.91%
255	Concessions - Food	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
258	Unif Bob/Ted/Gerald	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
261	Unif Jake/Jon/Leigh	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
264	Unif Bobby/Ron	\$225.00	\$0.00	\$195.60	\$29.40	86.93%

OBJ	OBJ Descr	2016 Budget	AUGUST 2016 Amt	2016 YTD Amt	2016 YTD Balance	%YTD Budget
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$250.00	\$195.00	\$1,560.00	-\$1,310.00	624.00%
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	\$89.97	\$89.97	\$910.03	9.00%
311	Softball/Baseball	\$1,000.00	\$0.00	\$1,187.80	-\$187.80	118.78%
312	Aerobic Instruction	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
315	Warm House/Garage Exp	\$1,000.00	\$153.17	\$574.08	\$425.92	57.41%
316	Security Monitoring	\$700.00	\$0.00	\$347.88	\$352.12	49.70%
317	Soccer/Skating	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
318	Garage (North)	\$3,000.00	\$73.00	\$546.00	\$2,454.00	18.20%
319	Donation Expenditures	\$0.00	\$123.00	\$123.00	-\$123.00	0.00%
320	Communications	\$3,500.00	\$447.77	\$2,378.64	\$1,121.36	67.96%
322	Postage	\$150.00	\$0.00	\$72.04	\$77.96	48.03%
323	Garage (East)	\$800.00	\$0.26	\$45.39	\$754.61	5.67%
324	Disc Golf Expenses	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
331	Travel Expenses	\$700.00	\$34.83	\$688.88	\$11.12	98.41%
335	Background Checks	\$150.00	\$0.00	\$30.00	\$120.00	20.00%
340	Advertising	\$500.00	\$0.00	\$33.40	\$466.60	6.68%
351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$15,000.00	\$0.00	\$12,407.00	\$2,593.00	82.71%
381	Electric Utilities	\$13,000.00	\$1,781.00	\$10,265.68	\$2,734.32	78.97%
383	Gas Utilities	\$7,500.00	\$100.68	\$2,801.84	\$4,698.16	37.36%
384	Refuse/Garbage Disposal	\$800.00	\$71.13	\$497.39	\$302.61	62.17%
403	Improvements Other Than Bldgs	\$3,800.00	\$0.00	\$0.00	\$3,800.00	0.00%
413	Office Equipment Rental/Repair	\$700.00	\$0.00	\$0.00	\$700.00	0.00%
415	Equipment Rental	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
430	Miscellaneous	\$800.00	\$1,435.00	\$1,498.00	-\$698.00	187.25%
433	Dues and Subscriptions	\$500.00	\$0.00	\$442.00	\$58.00	88.40%
442	Safety Prog/Equipment	\$1,500.00	\$0.00	\$127.50	\$1,372.50	8.50%
443	Sales Tax	\$3,200.00	\$285.00	\$1,617.00	\$1,583.00	50.53%
445	Sr Meals Expense	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
448	Weight Room Ins Reimbur	\$150.00	\$8.00	\$85.00	\$65.00	56.67%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
452	Refund	\$150.00	\$114.00	\$354.69	-\$204.69	236.46%
453	80 Acre Development Expense	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
457	Weight Room Expenses	\$500.00	\$399.00	\$1,099.00	-\$599.00	219.80%
459	PAL Foundation Expenditures	\$3,000.00	\$5,960.82	\$19,026.87	-\$16,026.87	634.23%
461	Silver Sneakers	\$5,000.00	\$506.00	\$4,301.00	\$699.00	86.02%
481	Park Master Plan	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$34,500.00	-\$7,867.50	\$7,867.50	\$26,632.50	22.80%
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	\$833.12	\$416.88	66.65%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 45100 Park and Recreation (GENERA		\$433,910.00	\$26,794.24	\$237,469.29	\$196,440.71	54.73%
DEPT 45500 Library						
101	Assistant	\$30,037.00	\$2,304.02	\$19,225.65	\$10,811.35	64.01%
121	PERA	\$2,253.00	\$172.80	\$1,466.04	\$786.96	65.07%
122	FICA	\$2,297.00	\$152.22	\$1,303.60	\$993.40	56.75%
131	Employer Paid Health	\$13,963.00	\$1,163.60	\$9,308.80	\$4,654.20	66.67%
132	Employer Paid Disability	\$246.00	\$20.67	\$165.36	\$80.64	67.22%
133	Employer Paid Dental	\$1,117.00	\$93.00	\$719.82	\$397.18	64.44%
134	Employer Paid Life	\$67.00	\$5.60	\$44.80	\$22.20	66.87%

OBJ	OBJ Descr	2016 Budget	AUGUST 2016 Amt	2016 YTD Amt	2016 YTD Balance	%YTD Budget
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	\$0.00	\$4,500.00	\$1,500.00	75.00%
201	Library Operating Supplies	\$2,000.00	\$259.92	\$723.52	\$1,276.48	36.18%
202	Library Subscriptions	\$500.00	\$0.00	\$354.22	\$145.78	70.84%
203	Library Books	\$500.00	\$96.41	\$3,807.80	-\$3,307.80	761.56%
204	Children s Program Expense	\$150.00	\$0.00	\$23.47	\$126.53	15.65%
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	\$59.25	\$414.70	\$585.30	41.47%
322	Postage	\$50.00	\$0.00	\$0.96	\$49.04	1.92%
360	Insurance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
413	Office Equipment Rental/Repair	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
430	Miscellaneous	\$1,000.00	\$0.00	\$1,000.00	\$0.00	100.00%
443	Sales Tax	\$0.00	\$0.00	\$13.00	-\$13.00	0.00%
452	Refund	\$50.00	\$0.00	\$16.00	\$34.00	32.00%
459	PAL Foundation Expenditures	\$250.00	\$43.57	\$2,924.26	-\$2,674.26	1169.70%
500	Capital Outlay	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
600	Principal	\$1,250.00	\$104.14	\$833.12	\$416.88	66.65%
DEPT 45500 Library		\$66,430.00	\$4,475.20	\$46,845.12	\$19,584.88	70.52%
DEPT 47014 2012 Series A						
600	Principal	\$180,000.00	\$0.00	\$180,000.00	\$0.00	100.00%
610	Interest	\$30,853.00	\$0.00	\$30,852.50	\$0.50	100.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$252.45	-\$252.45	0.00%
DEPT 47014 2012 Series A		\$210,853.00	\$0.00	\$211,104.95	-\$251.95	100.12%
DEPT 47015 47015 Series 2015B						
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%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47015 47015 Series 2015B		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 48000 Recycling						
384	Refuse/Garbage Disposal	\$32,340.00	\$2,433.00	\$19,464.00	\$12,876.00	60.19%
388	Recycling Expenses	\$100.00	\$0.00	\$186.00	-\$86.00	186.00%
430	Miscellaneous	\$2,340.00	\$262.00	\$2,096.00	\$244.00	89.57%
DEPT 48000 Recycling		\$34,780.00	\$2,695.00	\$21,746.00	\$13,034.00	62.52%
FUND 101 GENERAL FUND		\$3,346,272.00	\$204,753.30	\$1,989,133.48	\$1,357,138.52	59.44%
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 2004		\$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%

OBJ	OBJ Descr	2016 Budget	AUGUST 2016 Amt	2016 YTD Amt	2016 YTD Balance	%YTD Budget
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					
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	\$155,000.00	\$0.00	\$155,000.00	\$0.00	100.00%
610	Interest	\$6,355.00	\$0.00	\$6,355.00	\$0.00	100.00%
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%

OBJ	OBJ Descr	2016 Budget	AUGUST 2016 Amt	2016 YTD Amt	2016 YTD Balance	%YTD Budget
DEPT 47011	2006 Series B Improvement B	\$161,355.00	\$0.00	\$161,355.00	\$0.00	100.00%
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%
DEPT 47013	Bond Disclosure					
440	Telephone Co Reimb Expense	\$1,200.00	\$0.00	\$0.00	\$1,200.00	0.00%
621	Continung Disclosure Expene	\$1,200.00	\$0.00	\$0.00	\$1,200.00	0.00%
DEPT 47013	Bond Disclosure	\$2,400.00	\$0.00	\$0.00	\$2,400.00	0.00%
DEPT 47014	2012 Series A					
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 47014	2012 Series A	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47015	47015 Series 2015B					
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$11,220.00	\$0.00	\$5,610.00	\$5,610.00	50.00%
DEPT 47015	47015 Series 2015B	\$11,220.00	\$0.00	\$5,610.00	\$5,610.00	50.00%
FUND 301	DEBT SERVICE FUND	\$174,975.00	\$0.00	\$166,965.00	\$8,010.00	95.42%
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	\$0.00	\$63.75	\$586.25	9.81%
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%

OBJ	OBJ Descr	2016 Budget	AUGUST 2016 Amt	2016 YTD Amt	2016 YTD Balance	%YTD Budget
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	\$5,722.76	-\$5,722.76	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	\$0.00	\$5,886.51	-\$4,586.51	452.81%
DEPT 46001 TIF 1-9 MidWest Asst Living						
646	TaxIncrement 9-C&J Dev	\$10,200.00	\$0.00	\$0.00	\$10,200.00	0.00%
DEPT 46001 TIF 1-9 MidWest Asst Living		\$10,200.00	\$0.00	\$0.00	\$10,200.00	0.00%
FUND 405 TAX INCREMENT FINANCE PROJEC		\$11,500.00	\$0.00	\$5,886.51	\$5,613.49	51.19%
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 JOHNIE/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 JOHNIE/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%

OBJ	OBJ Descr	2016 Budget	AUGUST 2016 Amt	2016 YTD Amt	2016 YTD Balance	%YTD Budget
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%
DEPT 43000	Public Works (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 414	SUNRISE ISLAND BRIDGE PROJECT	\$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%

OBJ	OBJ Descr	2016 Budget	AUGUST 2016 Amt	2016 YTD Amt	2016 YTD Balance	%YTD Budget
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%
493	Pass Thru Donations	\$0.00	\$523.89	\$3,337.58	-\$3,337.58	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%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46500	Economic Develop mt (GENER	\$0.00	\$523.89	\$3,337.58	-\$3,337.58	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 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47009 2003 Joint Facility						
430	Miscellaneous	\$12,500.00	\$0.00	\$3,699.12	\$8,800.88	29.59%
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	\$12,500.00	\$0.00	\$3,699.12	\$8,800.88	29.59%
FUND 502	ECONOMIC DEVELOPMENT FUND	\$12,500.00	\$523.89	\$7,036.70	\$5,463.30	56.29%
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	\$73,681.00	\$7,157.75	\$47,568.80	\$26,112.20	64.56%
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	\$5,526.00	\$536.84	\$3,641.39	\$1,884.61	65.90%
122	FICA	\$5,635.00	\$523.53	\$3,464.97	\$2,170.03	61.49%
131	Employer Paid Health	\$13,963.00	\$1,163.60	\$9,308.80	\$4,654.20	66.67%
132	Employer Paid Disability	\$606.00	\$52.58	\$420.64	\$185.36	69.41%
133	Employer Paid Dental	\$1,117.00	\$93.00	\$719.82	\$397.18	64.44%
134	Employer Paid Life	\$67.00	\$5.60	\$44.80	\$22.20	66.87%
136	Deferred Compensation	\$650.00	\$50.00	\$425.00	\$225.00	65.38%
151	Workers Comp Insurance	\$4,279.00	\$0.00	\$3,232.00	\$1,047.00	75.53%

OBJ	OBJ Descr	2016 Budget	AUGUST 2016 Amt	2016 YTD Amt	2016 YTD Balance	%YTD Budget
152	Health Savings Account Contrib	\$6,000.00	\$0.00	\$4,500.00	\$1,500.00	75.00%
200	Office Supplies	\$250.00	\$0.00	\$463.04	-\$213.04	185.22%
208	Instruction Fees	\$2,000.00	\$0.00	\$1,590.00	\$410.00	79.50%
210	Operating Supplies	\$1,500.00	\$17.99	\$3,801.07	-\$2,301.07	253.40%
212	Motor Fuels	\$2,000.00	\$0.00	\$599.17	\$1,400.83	29.96%
213	Diesel Fuel	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
220	Repair/Maint Supply - Equip	\$7,000.00	\$7,190.93	\$16,781.38	-\$9,781.38	239.73%
221	Repair/Maint Vehicles	\$1,500.00	\$0.00	\$1,777.02	-\$277.02	118.47%
222	Tires	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$1,500.00	\$0.00	\$4,104.79	-\$2,604.79	273.65%
229	Oper/Maint - Lift Station	\$12,000.00	\$604.84	\$1,991.52	\$10,008.48	16.60%
230	Repair/Maint - Collection Syst	\$7,000.00	\$0.00	\$5,212.75	\$1,787.25	74.47%
231	Chemicals	\$10,000.00	\$2,572.54	\$12,484.82	-\$2,484.82	124.85%
258	Unif Bob/Ted/Gerald	\$300.00	\$89.90	\$89.90	\$210.10	29.97%
303	Engineering Fees	\$1,000.00	\$0.00	\$5,700.00	-\$4,700.00	570.00%
304	Legal Fees (Civil)	\$250.00	\$0.00	\$150.00	\$100.00	60.00%
320	Communications	\$600.00	\$53.55	\$334.79	\$265.21	55.80%
321	Communications-Cellular	\$1,400.00	\$123.60	\$972.76	\$427.24	69.48%
322	Postage	\$800.00	\$0.00	\$710.86	\$89.14	88.86%
331	Travel Expenses	\$2,000.00	\$373.77	\$1,835.70	\$164.30	91.79%
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$200.00	\$0.00	\$127.50	\$72.50	63.75%
360	Insurance	\$7,500.00	\$0.00	\$8,299.00	-\$799.00	110.65%
381	Electric Utilities	\$26,000.00	\$2,537.19	\$15,541.73	\$10,458.27	59.78%
383	Gas Utilities	\$3,000.00	\$25.00	\$1,233.32	\$1,766.68	41.11%
384	Refuse/Garbage Disposal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
406	Lab Testing	\$10,000.00	\$648.90	\$9,145.27	\$854.73	91.45%
407	Sludge Disposal	\$12,000.00	\$0.00	\$6,960.00	\$5,040.00	58.00%
420	Depreciation Expense	\$200,000.00	\$0.00	\$0.00	\$200,000.00	0.00%
430	Miscellaneous	\$100.00	\$121.21	\$238.86	-\$138.86	238.86%
433	Dues and Subscriptions	\$300.00	\$0.00	\$273.00	\$27.00	91.00%
442	Safety Prog/Equipment	\$1,500.00	\$64.55	\$1,307.52	\$192.48	87.17%
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	\$187.13	-\$87.13	187.13%
500	Capital Outlay	\$273,800.00	\$30,232.82	\$110,095.40	\$163,704.60	40.21%
553	Capital Outlay - Sewer Filters	\$0.00	\$0.00	\$0.00	\$0.00	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		\$699,024.00	\$54,239.69	\$286,784.52	\$412,239.48	41.03%
FUND 601 SEWER OPERATING FUND		\$699,024.00	\$54,239.69	\$286,784.52	\$412,239.48	41.03%
FUND 614 TELEPHONE AND CABLE FUND						
DEPT 49000 Miscellaneous (GENERAL)						
430	Miscellaneous	\$0.00	\$247,440.00	\$247,440.00	-\$247,440.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$1,250.00	\$1,250.00	-\$1,250.00	0.00%
DEPT 49000 Miscellaneous (GENERAL)		\$0.00	\$248,690.00	\$248,690.00	-\$248,690.00	0.00%
FUND 614 TELEPHONE AND CABLE FUND		\$0.00	\$248,690.00	\$248,690.00	-\$248,690.00	0.00%
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%

OBJ	OBJ Descr	2016 Budget	AUGUST 2016 Amt	2016 YTD Amt	2016 YTD Balance	%YTD Budget
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	\$0.00	\$170,000.00	0.00%
610	Interest	\$30,597.00	\$0.00	\$19,510.80	\$11,086.20	63.77%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$750.00	\$0.00	\$242.55	\$507.45	32.34%
DEPT 47007 2003 Series A Disposal		\$201,347.00	\$0.00	\$19,753.35	\$181,593.65	9.81%
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		\$201,347.00	\$0.00	\$19,753.35	\$181,593.65	9.81%
FUND 652 WASTEWATER MGMT DISTRICT						
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%
		\$4,446,618.00	\$508,206.88	\$2,724,249.56	\$1,722,368.44	61.27%

B.6.

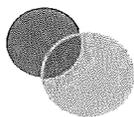
City of Crosslake
08/31/2016 Preliminary Budget to Actual Analysis (Remove Debt Service, Capital Outlay and Operating Transfers)

Description	2016 Budget	31-Aug	2016 YTD Amount	2016 YTD Balance	2016 %YTD Budget
Total Expense (From Month End Report For August 31, 2016)	\$ 4,446,618	\$ 508,207	\$ 2,724,250	\$ 1,722,368	61.27%
Adjustments:					
<u>Less: All DS Issues</u>					
(101-41400-600) Administration: Copier Lease	(864)	(72)	(504)	(360)	58.33%
(101-41910-600) Planning and Zoning: Copier Lease	(864)	(72)	(504)	(360)	58.33%
(101-42110-600) Police: Copier Lease	(143)	(12)	(84)	(59)	0.00%
(101-42280-600) Fire Administration - Principal	0	0	0	0	0.00%
(101-42280-600) Fire Administration - Interest	0	0	0	0	0.00%
(101-42280-620) Fire Administration - Fiscal Agent Fees	0	0	0	0	0.00%
(101-45100-600) Parks and Rec.: Copier Lease	(1,250)	(104)	(833)	(417)	66.65%
(101-45500-600) Library: Copier Lease	(1,250)	(104)	(833)	(417)	66.65%
(101-47014-600) 2012 Series A - Principal	(180,000)	0	(180,000)	0	100.00%
(101-47014-610) 2012 Series A - Interest	(30,853)	0	(30,853)	(1)	100.00%
(101-47014-620) 2012 Series A - Fiscal Agent Fees	0	0	(252)	252	0.00%
(101-47015-615) Series 2015B Equip. Cert. Issuance Costs	0	0	0	0	0.00%
(301-47011-600) 2006 Series B - Principal	(155,000)	0	(155,000)	0	100.00%
(301-47011-610) 2006 Series B - Interest	(6,355)	0	(6,355)	0	100.00%
(301-47014-600) 2012 Series A - Principal	0	0	0	0	0.00%
(301-47014-610) 2012 Series A - Interest	0	0	0	0	0.00%
(301-47014-621) Fiscal Agent Fees	(2,400)	0	0	(2,400)	0.00%
(301-47013-440/621) Fiscal Agent Fees	0	0	0	0	0.00%
(301-47015-610) 2015 Series B - Interest	(11,220)	0	(5,610)	(5,610)	0.00%
(651-47007-600) 2012 Series A Disposal - Prin.. (Reported on B/S)	(170,000)	0	0	(170,000)	0.00%
(651-47007-610) 2012 Series A Disposal -Interest	(30,597)	0	(19,511)	(11,086)	63.77%
(651-47007-620) 2012 Series A Disposal - Fiscal Agent Fees	(750)	0	(243)	(507)	32.34%
<i>Total Debt Service</i>	<u>(591,546)</u>	<u>(364)</u>	<u>(400,582)</u>	<u>(190,964)</u>	<u>67.72%</u>
<u>Less - All Capital Outlay Accounts:</u>					
(101-41400-500) Administration	(3,000)	0	0	(3,000)	0.00%
(101-41910-500) Planning and Zoning	(3,000)	0	(1,911)	(1,089)	63.71%
(101-41940-500) General Government Capital Outlay	(20,000)	0	(648)	(19,352)	3.24%
(101-42110-500) Police Administration Capital Outlay	(10,200)	0	0	(10,200)	0.00%
(101-42110-550) Police Administration Capital Outlay - Vehicles	(20,000)	0	(19,131)	(869)	95.66%
(101-42280-500) Fire Administration - Capital Outlay	(50,000)	(3,619)	(58,227)	8,227	116.45%
(101-42280-550) Fire Administration - Capital Outlay - Vehicles	0	0	0	0	0.00%
(101-43000-500) Public Works - Capital Outlay	(485,000)	(17,327)	(174,419)	(310,581)	35.96%
(101-43100-500) Cemetery - Capital Outlay	(1,000)	(500)	(704)	(296)	70.40%
(101-45100-500) Parks and Recreation - Capital Outlay	(34,500)	7,868 #	(7,868)	(26,633)	22.80%
(101-45500-500) Library	(3,000)	0	0	(3,000)	0.00%
(601-43200-500) Sewer - Capital Outlay	(273,800)	(30,233)	(110,095)	(163,705)	40.21%
<i>Total Capital Outlay</i>	<u>(903,500)</u>	<u>(43,811)</u>	<u>(373,003)</u>	<u>(530,497)</u>	<u>41.28%</u>
<u>Less: Other Items:</u>					
(Temporary Fund 614 - Telephone and Cable Fund)	0	(248,690)	(248,690)	248,690	0%
	0	0	0	0	0%
<i>Total Operating Transfers Between Funds</i>	<u>0</u>	<u>(248,690)</u>	<u>(248,690)</u>	<u>248,690</u>	<u>0%</u>
<u>Less: Depreciation/Amortization</u>					
(601) Depreciation	(200,000)	0	0	(200,000)	0.00%
Adjusted Expenditures	\$ 2,751,572	\$ 215,341	\$ 1,701,975	\$ 1,049,597	61.85%
Linear Assumption (8 Month/12 Months) = 66.67%					
	66.67%	\$ 2,964,412			-4.81%

City of Crosslake
August 31, 2016

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
First National Bank	14.3%	\$ 311,006	\$ 250,000	\$ 61,006	\$ 67,107	\$ 200,000	\$ 132,893	Letter of Credit #2552-16	11/14/2016
BlackRidge Bank	35.6%	\$ 773,636	\$ 250,000	\$ 523,636	\$ 576,000	\$ 1,000,000	\$ 424,000	Letter of Credit 4072-161	12/31/2016
Frandsen Bank and Trust	50.1%	\$ 1,090,362	\$ 250,000	\$ 840,362	\$ 924,398	\$ 1,609,586	\$ 685,188	3132J4FG9 FHLMC POOL G30866, 4.00	4/1/2034
Totals	100.0%	\$ 2,175,005	\$ 1,425,005	\$ 1,567,505	\$ 1,567,505	\$ 2,809,586	\$ 1,242,081		

B.7.



DDA

David Drown Associates, Inc.
Public Finance Advisors

B. 8.

Minneapolis Office:
5029 Upton Avenue South
Minneapolis, MN 55410-2244
(612)920-3320 xtn 105 | fax (612) 605-2375
www.daviddrown.com

8 September, 2016

Mike Lyonais, Finance Director
City of Crosslake
37028 County Road 66
Crosslake, MN 56442

RE: Municipal Bond Continuing Disclosure Services

Dear Mike:

Recent changes to SEC regulations now require all cities to provide annual audits and Continuing Disclosure Reports to the financial world for some of their bond issues. These new regulations apply to the City of Crosslake.

The following bond issues of Crosslake are required to file full "Continuing Disclosure Reports:

1. \$1,330,000 GO Improvement Bonds, Series 2006B
2. \$4,310,000 GO Refunding Bonds, Series 2012A
3. \$2,485,000 Telephone Utility Revenue Refunding Bonds, Series 2015A

To comply with the Continuing Disclosure regulations, you must file either your most recent Official Statement and/or your 2015 Audit to a branch of the MSRB called EMMA (Electronic Municipal Market Access). You must also inform EMMA immediately should any of the "Significant Events" found on the attached form occur during the year. The Audit and Official Statement must be filed by December 31 of each year for the life of the bonds.

David Drown Associates provides Continuing Disclosure filing services for many of our clients. Our full disclosure fee for this service is \$1,200 base fee per "class" (GO vs non-GO) of bond and \$200 per issue within that class with the base fee waived if the Official Statement does not need to be updated. Each class of filing is capped at \$2,000 plus expenses.

For the year-ending December 31, 2015 we are working to find out if we are required to report on the 2015A Telephone Utility Bonds since they were defeased this year. I am working with the City's bond counsel, Briggs and Morgan to confirm if the filing is required or not. This is a bit of a grey area in Continuing Disclosure and I want to ensure that we are not overlooking something.

If we *are not* required to file on the 2015A Bonds, the fee for filing a Full Report for the 2006B and 2012A Bonds would be \$1,600 plus \$275 for the Certificate from the County Auditor. If we *are* required to file on the 2015A Bonds, I will work to make the G.O. Report I prepare work for the 2015A Bonds as well. If this is the case, the total fee would be \$1,800 plus \$275 for the Certificate. Either way, NJPA Region 5 will cover 50% of the cost of reporting. This would make the final cost to the City either \$937.50 or \$1,037.50.

If you would like us to complete your reporting requirements for the year ending December 31, 2015, simply sign the attached Report of Significant Events form and return it to me.

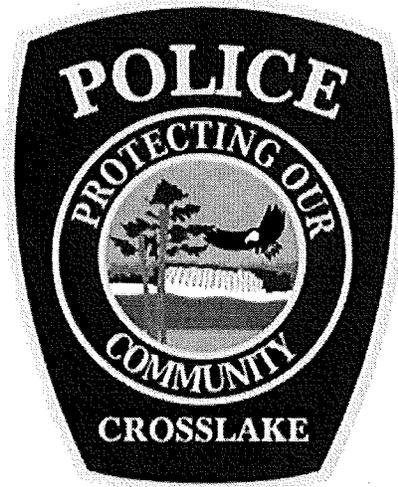
Please feel free to give me a call if you have any questions.

Sincerely

Elizabeth Blakesley, Associate
David Drown Associates, Inc.
elizabeth@daviddrown.com

cc: David Drown, DDA

B.9.



CROSSLAKE POLICE DEPARTMENT

MONTHLY REPORT

August

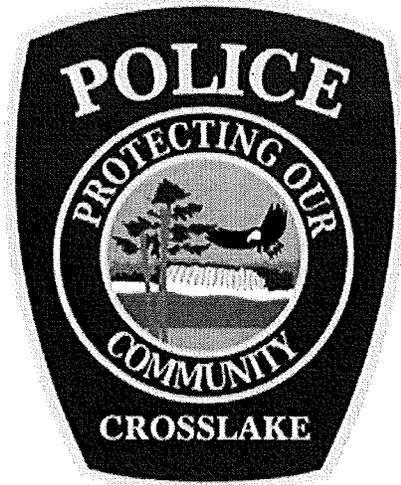
2016

**Crosslake Police Department
Monthly Report
August 2016**

911 Hangup	1
Agency Assist	33
Alarm	18
Animal Complaint	6
Assault	2
ATV	2
Burning Complaint	1
Civil Problem	2
Damage To Property	1
Disturbance	3
Domestic	1
Driving Complaint	11
Ems	27
Fireworks	2
Found Property	1
Gun Permits	1
Harass Comm	2
Hazard In Road	1
Hospice Death	1
Housewatch	1
Indecent Conduct	1
Information	14
Intoxicated Person	1
Lost Property	4
Motorist Assist	1
Noise Complaint	1
Open Door	1
Other	1
Parking Complaint	4
Personal In Accident	1
Property Damage Acc	4
Public Assist	3

Suspicious Activity	4
Suspicious Person	2
Suspicious Vehicle	2
Theft	3
Traffic Arrest	2
Traffic Citations	5
Traffic Stop	63
Welfare Check	6
Total	240

B.10.



CROSSLAKE POLICE DEPARTMENT

MISSION
MONTHLY REPORT

August
2016

**Crosslake Police Department
Mission Monthly Report
August 2016**

Driving Complaint	1
Ems	2
Hazard In Road	1
Traffic Citations	9
Traffic Warnings	33
Warrant Service Atmpt	1
Total	47

B. 11.

Crosslake Fire Department

Calls

Date: August 2016

Description of Incident	Calls	YTD
3 - Rescue & Emergency Medical Services		
311 - Medical Assist - Assist EMS Crew	25	172
300 - Rescue, EMS Incident		1
322 - Motor Vehicle Accident with Injuries	2	6
324 - Motor Vehicle Accident with No Injuries		
340 - Search for Lost Person		
342 - Search for Lost Person in Water		1
362 - Ice Rescue		1
326 - Snowmobile Accident With Injuries		
Total Medical:	27	181
1 - Fire		
111 - Building Fire		5
111 - Building Fire (Mutual Aid)		1
114 - Chimney Fire		
143 - Grass Fire/Wildland Fire		9
131 - Automobile Fire / Boat Fire	1	2
Total Fire:	1	17
4 - Hazardous Condition (No Fire)		
412 - Gas Leak (Natural Gas or LPG)		3
424 - Carbon Monoxide Alarm		
444 - Power Line Down/Trees on Road		2
Total Hazardous Condition:	0	5
5- Service Call		
571 - Cover Assignment , Standby		5
Total Service call:	0	5
6 - Good Intent Call		
611 - Dispatched and Cancelled en route		6
609 - Smoke scare, Odor of smoke	1	5
Total Good Intent:	1	11
7 - False Alarm & False Call		
743 - Smoke Detector Activation - No Fire	2	7
733 - Smoke Detector Activation due to Malfunction		
746 - Carbon Monoxide Detector Activation - No CO	1	2
731 - Sprinkler Activation due to Malfunction		
Total False Alarms:	3	9

Total Incidents:	32	228
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B.12.

**NORTH AMBULANCE
CROSSLAKE**

AUGUST 2016 RUN REPORT

TOTAL CALLOUTS: 87
NIGHT: 31 DAY: 56

No Loads: 21
Cancels: 21
Fire Standbys: 00
Police Standbys: 00
Transported Patients: 45

CROSSLAKE: 49 (14 No Load, 08 Cancel)
BREEZY POINT: 12 (02 No Load, 04 Cancel)
IDEAL: 01
MISSION: 00
FIFTY LAKES: 04 (02 No Load)
MANHATTAN BEACH: 00
CENTER: 00
TIMOTHY: 00

MUTUAL AID TO:
PINE RIVER: 10 (02 No Load, 04 Cancel)
BRAINERD: 08 (01 No Load, 05 Cancel)

BLS TRANSFERS: 00
ALS TRANSFERS: 03

ALS INTERCEPTS (ADVANCED LIFE SUPPORT):
BRAINERD: 00
PINE RIVER: 00
AIRCARE: 01

B.13.

Crosslake Economic Development Authority
Meeting Minutes
8:30 A.M. August 3rd, 2018 8:30 A.M. – 10:00 A. M. City Hall

The regular monthly meeting of the Crosslake EDA was called to order at 8:33 A. M. by President Patty Norgaard with the following members present, Patty Norgaard, Steve Roe, Mark Wessels, Jo Smith and alternate Dean Fitch. Bill Forsythe was absent. Others present were Paul Means, Roger Roy and Sandy Anderson and Sheila Haverkamp from BLAEDC

A MOTION WAS MADE BY STEVE ROW AND SECONDED BY JO SMITH TO APPROVE THE MINUTES OF THE JULY 6TH MEETING WITH THE FOLLOWING CORRECTIONS: BLAEDC'S UNIFIED FUND AND THE MEETING DATE TO JULY 6 (AND NOT JUNE 1ST) AS PREVIOUS RECORDED. AYES: ALL

A financial review indicated all revolving loan funds are current.

Sheila Haverkamp gave an update on the status of the BLAEDC Unified Fund. Several communities, I.E. Brainerd viewed the proposed project favorably. Continued discussion was held weighing the opportunities and concerns whether or not Crosslake EDA should move the RUS loan into the new BLAEDC Unified Fund.

A MOTION WAS MADE BY STEVE ROE AND SECONDED BY PATTY NORGAARD, TO RECOMMEND TO THE CROSSLAKE CITY COUNCIL THAT OPTION 2 BE PURSUED WHICH INCLUDES A "TRANSFER/ASSUMPTION" PLAN BETWEEN CROSSLAKE AND CROW WING POWER RELATED IN PART TO THE CROSSLAKE'S REVOLVING LOAN FUND WHICH WAS CAPITALIZED IN PART FROM A USDA RUS GRANT. THE MOTION WAS UNANIMOUSLY APPROVED.

Following additional discussion related to BLAEDC's Unified Fund, it was the general consensus to have Bart Taylor represent the Crosslake EDA in working with BLAEDC to further define the details of a county wide pool of funds to further business growth and job creation.

Sheila Haverkamp will continue to update the BLAEDC Unified Fund plan to Crosslake EDA at monthly meetings.

New Business:

The September 7th meeting will be focused on the 2017 budget.

Old Business:

Patty Norgaard gave an update on the Minnesota Design Team.

Due to lack of time, Minnesota Design Implementation Plan will be moved to the September EDA meeting.

Announcements:

August 11: MDT Community Town Hall Meeting at Zorbaz 4:30 – 6:30 P.M.

September 16: MDT Community Dinner, Crosslake Lutheran Church 5:30 P.M.

There being no further business or announcements, at 10:00, Patty Norgaard adjourned the meeting.
Respectfully Submitted.

Patty Norgaard, EDA President

B. 14.

MONTHLY PLANNING & ZONING STATISTICS - CROSSLAKE

PERMITS	August-2016	Year-to-Date 2016	August-2015	Year-to-Date 2015
New Construction (Dwellings)	3	22	5	17
Septic - New	1	16	1	4
Septic Upgrades	2	7	1	13
Porch / Deck	2	24	2	13
Additions	2	15	1	10
Landscape Alterations	2	39	10	43
Access. Structures	7	29	3	19
Demo/Move	1	1	0	1
Signs	0	4	0	3
Fences	0	3	0	4
E911 Addresses Assigned	1	14	4	7
Total Permits	21	174	27	134

ENFORCEMENT / COMPLAINTS	Year-to-Date 2016	Year-to-Date Closed	Year-to-Date Open	Year-to-Date % Closed
Enforcement	11*	11	0	100.0%

*4 carry-over complaints from 2015

CUSTOMER SERVICE STATISTICS	August-2016	Year-to-Date 2016	August-2015	Year-to-Date 2015
Counter Visits	102	646	124	735
Phone Calls	146	1058	141	1080
Email	61	390	45	387
Total	309	2094	310	2202

Call For Service	13	61	11	67
Shoreland Rapid Assessment Completed (Buffer)	2	24	0	13
Stormwater Plans Submitted	8	66	6	38
Site Visits	48	418	59	457

COMPLIANCE SEPTIC STATISTICS	Year-To-Date Received 2016	Year-To-Date Failed 2016	Year-To-Date Received 2015	Year-To-Date Failed 2015
Septic Compliance Inspections	101	1	90	3
Passing Septic Compliance Percentage		99.0%		96.7%

PUBLIC HEARINGS	August-2016	Year-to-Date 2016	August-2015	Year-to-Date 2015
DRT	2	24	3	18
Variance	1	10	1	9
CUP/IUP	0	1	0	1
Land Use Map Amendments	1	2	0	0
Subdivisions (Metes & Bounds; Preliminary; Final)	1	7	1	4
Consolidations/Lot Line Adjustments	0	5	1	6



B. 15.

STATED MINUTES

City of Crosslake
Planning Commission/Board of Adjustment

July 22, 2016
9:00 A.M.

Crosslake City Hall
37028 County Road 66
Crosslake, MN 56442

1. Present: Aaron Herzog, Chair; Joel Knippel; Mark LaFon; and Andy Holm
2. Absent: Dave Nevin, Vice-Chair and Matt Kuker
3. Staff: Chris Pence, Crow Wing County Land Services Supervisor; Jon Kolstad, Crosslake Land Services Specialist and Cheryl Stuckmayer, Technical/Administration Specialist
4. 6-24-16 Minutes & Findings – **Motion by LaFon; supported by Knippel to approve the minutes & findings as written. All members voting “Aye”, Motion carried.**
5. Old Business
 - 5.1 None
6. New Business
 - 6.1 Duane H & Karen R Boehler – Variance to cover existing deck
 - 6.2 Dorothy O Hayes – Variance for deck expansion, porch expansion & septic setback
 - 6.3 Temporary Family Health Care Dwellings
7. Adjournment

July 22, 2016 Planning & Zoning Commission Meeting

**Duane H & Karen R Boehler
141630030110009**

Commissioner Knippel has stepped down and will be a representative for the Boehler variance request.

Herzog announced the variance. Kolstad read the request, history of the parcel, no comments received and the surrounding parcel history into the record. Kolstad also stated that at the July 21, 2016 Planning Commission/Board of Adjustment on-site the neighborhood consisted of like structures. Discussion was held on the completed project results, appears, stormwater plan and neighboring projects dealing with setbacks. Herzog invited Boehler, the applicant and his representative Joel Knippel to the podium. Herzog opened and closed the public hearing with no response forthcoming. Herzog asked if any of the commissioners had additional questions, but none were presented. Herzog requested Kolstad to initiate the findings of fact procedure with the board members deliberating and responding to each question.

July 22, 2016 Action:

Motion by LaFon; supported by Holm to approve the variance for:

- 1. Lake setback of 45 feet where 75 feet is required to proposed covering of existing deck**

To construct:

- 128 square foot covering of existing deck**

Per the findings of fact as discussed, the on-sites conducted on 7-21-16 and as shown on the certificate of survey received at the Planning & Zoning office dated 6-24-16 for property located at 14608 Wolf Trail, Sec 16, City of Crosslake

Conditions:

- 1. Work with staff to implement the stormwater plan prepared by Stonemark Land Surveying dated 6-24-16 including temporary erosion control during construction**
- 2. Maintain the existing 15' no mow buffer per the shoreline rapid assessment model conducted on 7-13-16**

Findings: See attached

All members voting "Aye", Motion carried.

**Dorothy O Hayes
141740000340009**

Herzog announced the variance. Kolstad read the request, history of the parcel, no comments received, and the surrounding parcel history into the record. Kolstad stated that at the July 21, 2016 Planning Commission/Board of Adjustment on-site the shoreline rapid assessment and stormwater plan was discussed and agreed upon by the Hayes along with the erosion control needs. Herzog invited Hayes, the applicant and his representative Whirley of RemWhirl to the podium. Whirley clarified that the 2013 deck addition was road side and existing structure is 56' from ordinary high water mark and not getting any closer. Herzog reiterated the July 21, 2016 Planning Commission/Board of Adjustment on-site discussion pertaining to the neighboring owned lot. Discussion was held on the stormwater plan and shoreline rapid assessment results, along with requested project requirements. Herzog opened the public hearing with no response, so the public hearing was closed. Herzog asked if any of the commissioners had additional questions, but none were forthcoming. Herzog requested Kolstad to initiate the findings of fact procedure with the board members deliberating and responding to each question.

July 22, 2016 Action:

Motion by LaFon; supported by Knippel to approve the variance for:

- 1. Lake setback of 53 feet where 75 feet is required to proposed deck expansion**
- 2. Lake setback of 58 feet where 75 feet is required to proposed post supported porch expansion**
- 3. Existing septic Tank setback of 5 feet where 10 feet is required to proposed post supported porch expansion**
- 4. Existing septic drainfield setback of 16 feet where 20 feet is required to proposed post supported porch expansion**

To construct:

- 185 square foot deck expansion**
- 154 square foot post supported porch expansion**

Per the findings of fact as discussed, the on-sites conducted on 7-21-16 and as shown on the certificate of survey received at the Planning & Zoning office dated 6-24-16 for property located at 34092 Sunrise Island Rd, Sec 30, City of Crosslake

Conditions:

- 1. Work with staff to implement the stormwater plan prepared by RemWhirl dated 6-23-16 including temporary erosion control during construction**
- 2. Implement and maintain a 20' no mow buffer per the shoreline rapid assessment model conducted on 7-13-16**

Findings: See attached

All members voting "Aye", Motion carried.

Temporary Family Health Care Dwellings

Pence presented and read into the record the Chapter 111 (SF2555) officially entitled the “Temporary Family Health Care Dwellings” bill, which has been referred to as the “Granny-pod” bill and is codified as Minnesota Statute 462-3593, its requirements, fee limits, time limits and examples of time lengths. He stated that the bill would be effective on September 1, 2016 unless the city council would choose to opt-out. Herzog gave several scenarios of possible time lengths of extending the use. Recommendation to city council to opt-out since it is not the direction Crosslake is going in the current city ordinance and is essentially covered in the Crosslake ordinance by the auxiliary cottage and/or auxiliary quarters.

July 22, 2016 Action:

Motion by LaFon; supported by Knippel to approve a recommendation to the city council to:

Opt-Out of Minnesota Statutes, Section 462.3593

All members voting “Aye”, Motion carried.

Matters not on the Agenda:

1. There were no matters not on the agenda

Motion by LaFon; supported by Knippel to adjourn at 9:55 A.M.

All members voting “Aye”, Motion carried.

Respectfully yours,

Cheryl Stuckmayer

Cheryl Stuckmayer
Technical/Administrative Specialist

B.16.

Public Works Meeting Notes
City of Crosslake
Monday, August 1, 2016
4:00 PM – Joint Maintenance Facility

Members Present: Doug Vierzba, Dale Melberg, John Pribyl, Darrell Shannon, Tim Berg

Members Absent: None

Others Present: Dave Reese+ Mark Hallan (WSN), Ted Strand, Dave Schrupp (Council Liaison), Dan Vogt, Rich Hoppe, Steve Roe

1. Tour of Sewage Treatment Facility. The meeting of the commission started with a tour of the City's Sewage Treatment Facility. Ted explained all the various stages of treatment along with forthcoming changes that will take place to improve the performance and management of the plant.
2. Call to order. Meeting called to order at approximately 4:30 pm by Chairman Darrell Shannon.
3. Approve Minutes of July 5, 2016: Changes requested: Item 2, 6 residents should be changed to 2. Item 4, last paragraph. Despite not having all land issues resolved for road reconstruction, the commission agreed to continue to move ahead and publish the bidding process. Motion to approve with changes by Pribyl, second by Vierzba, all in favor.
4. Update on Bridges: Reese indicated the State returned the project plans approved. The project cannot start until funding is provided by the State. Dave Reese thought we were about 80th on the list of projects waiting funding. Our appraisal firm will be contacting the two impacted homeowners to discuss the needed easements for the projects.
5. Update on 2016-2017 Street Improvements: Bid packages were sent out and several firms are on the bid list. Bid opening will be Thursday, August 4th at 11 am. An addendum was issued last Friday for South Landing which allows the city to change the contract by up to 25%. No agreement has been reached on the Andolshek property on South Landing Road. The Andolshek residence has several improvements in the ROW that need to be addressed. South landing road may be dropped from the 2016 improvement list if not resolved soon. All owners in the City Parking lot at the intersection of #3 and #66 have signed off on the resurfacing project costs.
6. Request from Town Square to Accept Their Roads for Maintenance: Ted indicated no word from the owners at this time. Follow up next month.
7. Update on Wastewater Treatment Facility Improvements:
 - a. Update by WSN on Flow leveling. Mark H. presented 3 options that could be used to reduce the flow spikes on the input side of the plant. Mark has recent data that indicates the inflow to the plant is high during the 6pm to 1am timeframe during the summer months. He noted we saw a peak flow in July of roughly 105,000 gallons in a 24 hour period. The plant is designed to handle 100 gpm or 6,000 gph or 144,000 gallons in 24 hours with the assumption that the flow is at a steady rate, which it is not. **Option #1** included new pumps/motors/VFD/transducers/PLC/SW that would allow the flow into the plant to be increased or decreased as necessary. Note that the current pumps have one pumping rate of 400 gpm which at times will overload/disturb the process in the plant during these peak inflow times. The 8' diameter main lift station levels would be allowed to fluctuate as needed to maintain a consistent flow to the plant when necessary. Budget cost is \$30k. **Option #2** involved utilizing the mild steel tanks from the Corp of Engineers to be used as reservoirs during peak inflow times. Budget cost is \$261,000. **Option #3**, was similar to #2 and would involve a new concrete 10,000 gallon flow equalization basin instead of utilizing the mild steel tanks from the Corp. Budget cost is \$457,000. Ted requested time to study the options presented by Mark. No decision or motion was made to do anything at this meeting.

8. Other Business: Ted indicated he has requested information regarding the storm sewer collectors and discharge locations along Co. Rd #66. The concern deals with those that discharge directly into the lake.
9. Adjourn. Meeting adjourned at 5:48 PM.

Attachments-3 from WSN

8-1-16
City of Crosslake
WWTF Study - Cost Estimate

Preliminary

1/1/16

Flow Equalization - Option A	Lift Station F Pump Replacement with VFD's
------------------------------	--------------------------------------------

ITEM NO.	DESCRIPTION	EQUIPMENT	MATERIAL	LABOR	TOTAL	
1	New KSB 80-250 pumps with type F recess impellers (2)	15500		1500	\$17,000.00	
2	Install new pressure transducer backup floats	2500	500	1000	\$4,000.00	
3	Replace existing control panel PLC with new Micrologic 1400 PLC and program for 100 gpm maximum flow rate	1700	200	1500	\$3,400.00	
4						
5						
6						
7						
8						
9						
10					\$0.00	
11						
12						
13						
14						
15						
					Total Estimated Construction Cost	\$24,400.00
					Construction Contingency (10%)	\$2,440.00
					Design/Quote/Bid/Permit	\$3,000.00
					Estimated Budget Cost	\$29,840.00

144K/24 hrs
 108,000/18 hrs
 6000/1h
 100 gpm

using 8' L.S pipe @
 VFD PLANT
 New Pumps
 convert pumps 400 gpm
 on/off 100,000
 ADJUSTMENT

NOTES

A.

B.

C.

July 2016
 104,390/24 hrs

8-1-10

Preliminary

**City of Crosslake
WWTF Study - Cost Estimate**

Flow Equalization - Option B (year round use)	Diurnal Flows - Using Existing USACE Tank
-----------------------------------------------	-------------------------------------------

ITEM NO.	DESCRIPTION	EQUIPMENT	MATERIAL	LABOR	TOTAL
1	New forcemain piping with valves from magnetic flow meter vault to new metal flow equalization tank	2000	4500	8000	\$14,500.00
2	Raised concrete foundation for new tank inside north end of existing oxidation ditch building	2500	4000	5000	\$11,500.00
3	Existing metal tank modifications, sand blasting and coating systems	3500	8500	11000	\$23,000.00
4	Aeration blower and coarse air diffuser system	15000	7000	6000	\$28,000.00
5	Flow rate valve with actuator and tank level control monitoring	5500	3800	6500	\$15,800.00
6	Discharge piping, valves and connection to existing preliminary treatment inflow channel	2600	4000	6800	\$13,400.00
7	Electrical service for new aeration blower	2500	3300	4500	\$10,300.00
8	North building end electrical updates for class 1, division 1 area	1000	15000	8500	\$24,500.00
9	North building HVAC systems for class 1, division 1 area	25000	6000	11000	\$42,000.00
10	Site restoration, cleanup, control programing and startup	2500	1000	6000	\$9,500.00
11	Divider wall reconstruction for NEC clasification separation	2500	7000	5000	\$14,500.00
12					
13					
14					
15					
				Total Estimated Construction Cost	\$207,000.00
				Construction Contingency (10%)	\$20,700.00
				Design/Quote/Blid/ Permit	\$33,000.00
				Estimated Budget Cost	\$260,700.00

NOTES

A.

B.

C.

8-1-10

Preliminary

**City of Crosslake
WWTF Study - Cost Estimate**

Flow Equalization - Option C	Diurnal Flows - New Pretreatment Building
------------------------------	-------------------------------------------

ITEM NO.	DESCRIPTION	EQUIPMENT	MATERIAL	LABOR	TOTAL	
1	30' x 50' Pretreatment Building (CMU walls and metal roof)	5000	45000	55000	\$105,000.00	
2	10,000 gallon concrete flow equalization basin/splitter system	15000	12000	8500	\$35,500.00	
3	Fine screen and grit separation equipment	45000	5000	10000	\$60,000.00	
4	Aeration blower and coarse air diffuser system	12000	7000	6000	\$25,000.00	
5	Flow rate valve with actuator and tank level control monitoring	4000	2500	6500	\$13,000.00	
6	Yard process piping and valves - RAS, influent, effluent	2500	15000	10000	\$27,500.00	
7	Building Electrical Service and equipment power supply	10000	6000	7000	\$23,000.00	
8	Control panel and Instrumentation	1000	15000	11000	\$27,000.00	
9	Building HVAC systems for class 1, division 1 area	20000	5000	10000	\$35,000.00	
10	Site restoration, cleanup, control programing and startup	5000	3000	6000	\$14,000.00	
11						
12						
13						
14						
15						
					Total Estimated Construction Cost	\$365,000.00
					Construction Contingency (10%)	\$36,500.00
					Design/Quote/Bld/Permit	\$55,500.00
					Estimated Budget Cost	\$457,000.00

NOTES

A.

B.

C.

B.17.

Pre-Construction Conference
September 6, 2016

PRE-CONSTRUCTION CONFERENCE MINUTES

PROJECT NAME: 2016 Crosslake Street Improvements
Crosslake, Minnesota

OWNER: City of Crosslake
37028 County Road 66
Crosslake, MN 56442
Phone: (218) 692-2688

ENGINEER: Widseth Smith Nolting
7804 Industrial Park Road
Baxter, Minnesota 56425
Phone: (218) 829-5117

CONTRACTOR: Tri-City Paving
13504 Haven Road
Little Falls, MN 56345
Phone: (320) 632-5435

CONTRACT AMOUNT: \$335,124.90

COMPLETION TIME: Substantial – October 15, 2016; Final – November 15, 2016

DATE OF CONFERENCE: September 6, 2016 2:30 PM

PLACE OF CONFERENCE: City Hall, 37028 County Road 66, Crosslake, MN 56442

SUMMARY OF ITEMS TO BE COVERED:

1. GENERAL:

The Contract is based on a ~~Lump Sum~~ *Unit Price* bid totaling \$335,124.90.

2. PERMITS:

It shall be the Contractor's responsibility to obtain any permits from the applicable governmental agency(s). Examples of permits that may be needed, depending on the Contractor's means and methods, include burning permits, dewatering permits, highway use permits, disposal permits, etc. The Contractor shall pay inspection fees pertaining to additional permits.

No permits are known to be needed. Tri-City does not intend on burning vegetation.

Pre-Construction Conference
September 6, 2016

It shall be the responsibility of the Contractor to determine locations where materials may be disposed.

3. ORDER OF COMMUNICATION:

When questions or problems arise in the field, the Contractor shall communicate such issues as follows:

David Reese – WSN Civil Project Manager (Office 218-316-3629; Mobile 218-251-2770)
Brian Winskowski – WSN Construction Observer (Mobile 218-820-7524)
Mark Hallan – WSN Civil (Office 218-316-3647)

4. CHANGE ORDERS:

Changes involving contract price shall be brought to the Project Manager's attention immediately. Changes affecting contract price will be processed (by the Contractor, Engineer/Architect, and Owner) in accordance with the General Conditions.

5. INSURANCE REQUIREMENTS:

Certificates of Insurance conforming to the requirements of the Contract Specifications shall be provided to the Owner prior to commencing the Work. The Contractor shall renew any policies that may expire during the construction period so there will be no lapse in coverage.

6. LIQUIDATED DAMAGES:

Liquidated damages as referenced in the Agreement.

7. WORK SCHEDULE:

The Contractor shall provide a work schedule that identifies the sequence of work to be performed and the proposed dates when each phase of the work will be initiated and completed. Any changes in the work schedule shall require submittal of a revised schedule to the Engineer.

Tri-City's schedule is to begin reclaiming pavements the first week of October. Paving is anticipated to take 3-4 days. In September, City Public Works forces will remove a strip of pavement from behind the curb to allow Crow Wing Power to install electrical conduit for three future street lights. The removed pavement chunks can be ground and blended with the remainder of the parking lot when the road reclaimer is scheduled. This sequencing will allow business owners and patrons to continue to use the paved area as long as possible.

Pre-Construction Conference
September 6, 2016

8. UTILITIES:

The General Contractor is responsible for all utility owner notification, locating, and protection. Gopher State One Call shall be utilized to notify and locate all underground utilities prior to construction. The General Contractor shall be responsible for any damages and/or delays, and repairs necessary to satisfy the utility owner.

The General Contractor shall provide a schedule to the Owner and Engineer/Architect, and other affected utility owners. Regular project progress meetings will not be required, but may be scheduled by the Project Manager if necessary.

The General Contractor shall review coordination of utility relocations and scheduling to coincide with his planned sequence and methods for construction.

9. SAFETY:

The General Contractor shall be in charge of safety for the project site. Neither the Owner nor the Engineer/Architect shall assume responsibility, nor direct others, with regard to safety procedures on any of the Work. However, should the Owner or Engineer/Architect perceive an imminent danger, they shall immediately notify the General Contractor's supervising personnel.

Neither the professional activities of the Engineer/Architect, nor the presence of the Engineer/Architect or his or her employees and sub-consultants at a construction/project site, shall relieve the General Contractor of their obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending and coordinating the Work in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. The Engineer/Architect and his or her personnel have no authority to exercise any control over any construction contractor or their employees in connection with their work or any health or safety precautions. The Owner agrees that the General Contractor is solely responsible for jobsite safety, and warrants that this intent shall be carried out in the Owner's agreement with the General Contractor. The Owner also agrees that the Owner, the Engineer/Architect and the Engineer/Architect's consultants shall be indemnified and shall be made additional insured under the General Contractor's general liability insurance policy.

The Contractor shall submit safety and pedestrian/traffic control and/or detour plans as required in the Contract Specifications. Such plans may require significant preparation, notifications, and signing to alert the public and emergency services. The Contractor, based on his means, methods, and safety plan, shall determine the appropriate traffic controls or detours. All traffic control and detour plans shall include all types and locations of traffic control signing, barricades, warning lights and detour routes.

The Contractor shall be responsible for dust control (regular watering, blading, application of calcium chloride, and repair/maintenance of roadways affected by Contractor's operations. Dust control is incidental to construction and no separate payment will be made.

10. RESPONSIBILITIES OF THE ENGINEER/ARCHITECT

- A. The Engineer/Architect will **not** supervise, direct, control, or have authority over or be responsible for Contractors or Subcontractors means, methods, techniques, sequences or procedures of construction, or safety precautions and programs incident thereto, or for any failure of General Contractor or Subcontractor to comply with Laws and Regulations applicable to the furnishing or performance of the work.
- B. Shall review schedules.
- C. Shall attend conference and meetings, set agendas and produce minutes for distribution.
- D. Shall serve as liaison between the General Contractor and the Owner.
- E. The Engineer shall be informed of any factors that may delay or alter the scope of the Work or affect Contract price. The General Contractor shall be aware of the project scope and conflict resolution procedures to ensure that conflicts are resolved in the most efficient manner.
- F. Shall document submittals.
- G. Shall interpret contract documents.
- H. Shall review modifications and changes.
- I. Shall submit required reports and records.
- J. Shall review payment requests and prepare payment applications.
- K. Shall assist in project close out.

11. RESPONSIBILITIES OF THE OWNER:

- A. The Owner shall **not** supervise, direct, or have control of authority over, nor be responsible for, General Contractors or Subcontractors means, methods, techniques, sequences or procedures of construction, or the safety precautions and programs incident thereto, or for any failure of General Contractor or Subcontractor to comply with Laws and Regulations applicable to the furnishing or performance of the Work. Owner will not be responsible for General Contractors or Subcontractors failure to perform or furnish the Work in accordance with the Contract Documents.
- B. Shall attend conferences and meetings.
- C. Shall observe the work and document pay quantities.
- D. Shall promptly provide payment for work completed upon submission of required documentation.

Pre-Construction Conference
September 6, 2016

- E. Shall evaluate modifications and changes.
- F. Shall review payment applications.
- G. Shall assist in project close out.

12. RESPONSIBILITIES OF THE CONTRACTOR:

- A. Shall provide competent personnel to SUPERVISE and carry out the work.
- B. Shall provide responsible schedules of work to be completed. Updating as required throughout the project.
- C. Shall attend conference and meetings.
- D. Shall SUPERVISE and COORDINATE work of subcontractors and suppliers.
- E. Shall COORDINATE excavations with utility owners.
- F. Shall provide timely submittals for materials to be used on site.
- G. Shall make available access to materials to be sampled for quality assurance testing.
- H. Shall provide a safe work site.
- I. Shall request interpretation of contract documents.
- J. Shall inform Engineer/Architect of any modifications and changes required to properly complete the work.
- K. Shall submit required reports and records, including employment records and labor compliance.
- L. Shall submit complete payment applications.
- M. Shall provide a complete, well-constructed product.

13. RIGHT OF WAYS AND EASEMENTS:

All work shall be done within the right of way and easements as shown in the Plans. Any areas disturbed outside these areas shall be coordinated between the General Contractor and property owner and shall not be paid as part of this Contract. If any questions arise or you are unsure of where limits are, ask before proceeding. *The turn-around on South Landing Road will not be constructed; the existing roadway will be reclaimed in-place, and re-paved as planned.*

14. STAKING AND INSPECTION:

Staking is not anticipated to be needed for roadways that are reclaim/repave; however, parking lots will be staked for tolerance grading, and concrete cast-in-place and pre-cast structures will be staked.

Property irons, markers, signs, mailboxes, or other similar items that are disturbed or destroyed by the Contractor shall be replaced at the Contractor's expense. Property irons and markers, in particular, must be protected. If they are disturbed, the Contractor shall be responsible for reinstallation by a licensed land surveyor and all costs incident thereto.

Pre-Construction Conference
September 6, 2016

15. MEETINGS:

Project meetings will be held if determined to be necessary by the Project Engineer.

16. SOIL CONDITIONS:

No soil borings were completed for this project. The Contractor is responsible to complete any soil investigations he/she deems necessary for the completion of the work.

17. CLEARING AND GRUBBING OPERATIONS:

Clearing of vegetation, if any, shall be limited to only those areas necessary for the construction, as identified within the plans, or as flagged by the Engineer/Architect and reviewed with the Contractor and Owner prior to construction. The Contractor shall review all clear and grub areas with the Engineer/Architect prior to beginning the Work and shall preserve all remaining vegetation. Burning or disposal of vegetation must be approved by Owner, all permits must be obtained, and the Contractor must have a full-time superintendent present to monitor and extinguish fires if necessary. **Branches shall be trimmed as needed to accommodate the road reclaimer and paving equipment; review with the Engineer onsite.**

18. EXCESS MATERIALS:

Excess material such as bituminous pavement, concrete, soil, and other construction materials shall be the property of the Contractor unless stated otherwise in the Plans or Specifications.

19. PARTIAL PAYMENTS:

The Contractor shall submit, in writing, requests for payment with the Project Manager by the last day of the month for consideration of payment by the City the following month. No more than one pay request, per month, will be considered. The Schedule of Values and Payment Application Form must be completed.

20. SHOP DRAWINGS:

The Contractor shall provide for review and approval, submittals and/or samples for equipment and materials as required in the Contract. **Submit approved bituminous design mix, aggregates, bituminous, and concrete plant certifications for 2016, and pre-cast material submittals.**

Pre-Construction Conference
September 6, 2016

21. **TOPSOIL:**

The Contractor shall salvage and use topsoil from the project site whenever possible. Topsoil borrow shall be screened. Doucette Landscaping will be completing turf establishment.

22. **OTHER DISCUSSION THAT MAY ARISE**

- **Traffic Controls Plan**

Road work ahead signs, and flagment as necessary, are to be used. Use caution on all streets; watch vehicle speeds in work zones.

- **Holidays and Weekends**

No holiday work; some work may occur on Saturdays; no work on Sundays.

- **Access**

Maintain access to residents and businesses on all roadways. Coordinate concrete work to maintain access at intersection of Manhattan Point Boulevard and South Landing Road. Coordinate with fire/ambulance on schedule and alternate access during construction.

Widseth Smith Nolting
Pre-Construction Meeting – 2016 Crosslake Street Improvements – Crosslake City Hall
September 6, 2016

Name	Company	Address	Phone	Email
Dave Reese	WSN	Boxer, MN	218-340-3629	Dave.Reese@WSN.US.RO
Brian Winstowski	WSN	Boxer, MN	218-820-7524	Brian.Winstowski@WSN.COM
Scott Seeding	Crow Wing Power	Boxer, MN	218-920-7039	seeding@cwpower.com
Dawn Swann	Tri City Printing	WITR Falls	320-632-5135	Tj@Tri-CityPrinting.com
Darrell Shanken	City of Crosslake	Crosslake, MN	218-820-3303	publicwk@crosslake.mn
Ted Strand				

B.18.

Crosslake Park/Library Commission Minutes 2:00 P.M. Wednesday, July 27, 2016

Members Present: Gary Nordstrom, Patti Norgaard, Mick Tchida, John Pribyl, Ron Lessard, Robb Reed, Councilman Mark Wessels and Park & Recreation/Library Director, Jon Henke

Meeting called to order at 2:03 pm

I. Approval of Minutes

Approve Minutes from June 22, 2016 as submitted. Pribyl/Tchida Favor: All

II. ROW's

The Ordinance change recommended by this Commission passed at the Council level with a 3/2 vote. The ordinance goes into effect in November 2016. The Commission is tasked with recommending wording for the site signs and the fee permit. Discussion ensued. The Commission's consensus was the fee should be \$20.00 for a three year time period. The permit would be non-transferrable. Councilman Wessels will contact the DNR for assistance with the permit verbiage. Robb & Mick will be the sub-committee on sign verbiage. Final approval for signs and permit will be made at the August Commission meeting in order to present to the Council at the September meeting.

III. Whitefish Warrior—August 6th

Volunteers are needed from 6:00 to 11:00 am. to help at the event with registration, timing and supervision of heats.

IV. Annual Book Sale—August 4-6

Volunteers are needed at 7:45 am August 1st to bring books up from storage and August 8th to remove unsold books back to storage. Book sale is from 9:00-4:00 daily.

V. New Flooring

The new flooring will be installed the week of August 15-19 after hours. The electrician will switch out the gym lights soon and wire the winches which have already been installed.

VI. Park Dedication

Jon recommends cash in lieu of land for the Ervin Rasett park dedication on Goodrich Lake.

Motion: Accept cash in lieu of land for the Ervin Rasett park dedication. Norgaard/Nordstrom Favor: All

VII. Open Forum

The Commission discussed the lack of a policy for storm damage disposal on park property. There was no start and end date displayed for disposal of current storm debris. It was argued contractors were collecting fees from homeowners to haul to City site and then taxpayers were paying city employees to move it again. Commission members discussed the possibility of the City dumping at the park in emergency situations only, for a limited amount of days, but commercial and private individuals should no longer be allowed to dispose of storm damage brush and trees here at the City Park.

Motion: Close the Crosslake City Park to all dumping of storm debris. Lessard/Norgaard Favor: All

Motion: To close the gate to the City Park to stop storm disposal immediately. Tchida/Reed Favor: All

Adjourn

Motion to adjourn: Pribyl/Norgaard Favor: All

B.19.

SCORE REPORT FORM

Mo./Yr.

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)

Metal: Appliances, misc...

Commingled Materials: (includes)

%		lbs
0.05	Metals- Aluminum Cans	999
0.21	Tin Cans	4194
0.61	Glass-	12182
	Clear bottles	
	Green bottles	
	brown bottles	
0.1	Plastic - #1 & #2 bottles	1997
0.03	Reject	599
1.00		19970

Total LBS.

Total Tons

OUT OF COUNTY Waste Disposal

Final Destination: N/A

Disposal Site Permit #: _____

Tons Delivered: **NONE**

**Total Number of
Households
Served this Month**

934

RESOLUTION 16-_____

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	\$4,250.00	Pickleball
	\$367.12	Fireworks
	\$43.57	Summer Reading
	\$1,400.00	Community Activities Area
	\$68.45	Community Garden
	\$955.24	Whitefish Warrior Race
Teri Weyer	\$50.00	Vicki Olson Memorial
Mary Jane Johnson Olson	\$30.00	Cart/Trail Tour
; and		

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 12th day of September, 2016.

Steve Roe
Mayor

ATTEST:

Charlene Nelson
City Clerk
(SEAL)

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

75-975/912

3237

No.
Date Aug 15, 16
PMP



CITY OF CROSSLAKE

\$ 1400⁰⁰

FOURTEEN HUNDRED DOLLARS & ⁰⁰/₁₀₀ DOLLARS

← Heat Reactive Ink



1-866-547-1160
www.fnbnorth.com
Member FDIC

COMM. ACTIVITIES AREA

[Signature] *Jessica Ethier* MP

⑆ 1209755⑆ ⑆ 508889⑆

178

LOOK FOR FRAUD-DETECTING FEATURES INCLUDING THE SECURITY SQUARE AND HEAT-REACTIVE INK. DETAILS ON BACK.

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

75-975/912

3234

No.
Date August 15, 16
PMP



CITY OF CROSSLAKE

\$ 68⁴⁵

SIXTY EIGHT DOLLARS & ⁴⁵/₁₀₀ DOLLARS

← Heat Reactive Ink



1-866-547-1160
www.fnbnorth.com
Member FDIC

COMMUNITY GARDEN

[Signature] *Jessica Ethier* MP

⑆ 1209755⑆ ⑆ 508889⑆

178

LOOK FOR FRAUD-DETECTING FEATURES INCLUDING THE SECURITY SQUARE AND HEAT-REACTIVE INK. DETAILS ON BACK.

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

75-975/912

3241

No.
Date August 15, 16
PMP



CITY OF CROSSLAKE

\$ 955²⁴

NINE HUNDRED FIFTY FIVE DOLLARS & ²⁴/₁₀₀ DOLLARS

← Heat Reactive Ink



1-866-547-1160
www.fnbnorth.com
Member FDIC

WHITEFISH WARRIOR

[Signature] *Jessica Ethier* MP

⑆ 1209755⑆ ⑆ 508889⑆

178

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

75-975/912

No

3240

Date August 15, 16
PMP



CITY OF CROSSLAKE

\$ 43⁵⁷

FORTY THREE DOLLARS & 57

DOLLARS

Heat Reactive Ink



1-866-547-1160
www.fnbnorth.com
Member FDIC

SUMMER READING

Signature: Jessica E. W. MP

1912097551 508689

178

LOOK FOR FRAUD-DETECTING FEATURES INCLUDING THE SECURITY SQUARE AND HEAT-REACTIVE INK. DETAILS ON BACK.

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

75-975/912

No

3239

Date August 15, 16
PMP



CITY OF CROSSLAKE

\$ 367¹²

THREE HUNDRED SIXTY SEVEN DOLLARS & 12

DOLLARS

Heat Reactive Ink



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Member FDIC

FIREWORKS

Signature: Jessica E. W. MP

1912097551 508689

178

LOOK FOR FRAUD-DETECTING FEATURES INCLUDING THE SECURITY SQUARE AND HEAT-REACTIVE INK. DETAILS ON BACK.

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

75-975/912

No

3238

Date August 15, 16
PMP



CITY OF CROSSLAKE

\$ 4250⁰⁰

FOUR THOUSAND TWO HUNDRED FIFTY DOLLARS

DOLLARS

Heat Reactive Ink



1-866-547-1160
www.fnbnorth.com
Member FDIC

PICKLE BALL

Signature: Jessica E. W. MP

1912097551 508689

178

LOOK FOR FRAUD-DETECTING FEATURES INCLUDING THE SECURITY SQUARE AND HEAT-REACTIVE INK. DETAILS ON BACK.

B. 21.

BILLS FOR APPROVAL
September 12, 2016

VENDORS	DEPT		AMOUNT
Ace Hardware, bug spray	Park		7.99
Ace Hardware, pvc caps	Sewer		1.78
Ace Hardware, rollers, paint tray	Park		22.42
Ace Hardware, caps, pvc, cement	Sewer		9.56
Ace Hardware, paint mixer	Park		9.99
Ace Hardware, hardware	PW		12.98
Ace Hardware, pool noodle, duct tape	PW		21.96
Ace Hardware, outlet strips, extension cords	Elections		85.94
Ace Hardware, staples	Park		4.99
Ace Hardware, cleaner	Park		9.99
Ace Hardware, hardware	Park		7.56
Ace Hardware, hose hanger	Park		23.97
Ace Hardware, bug spray	Phone Comp		39.80
Ace Hardware, bulb	Park		13.99
Ace Hardware, felt pads	Park		31.92
Ace Hardware, gloves	Park		19.98
Ace Hardware, bulbs	Park		69.97
Ace Hardware, roundup	Park		45.99
Ace Hardware, trash bags	PW		11.99
Ace Hardware, mop	Park		13.99
Ace Hardware, stain	Park		10.74
Ace Hardware, hardware	Park		13.14
Ace Hardware, rug	Park		24.88
Ace Hardware, paint, hardware	Park		29.86
Ace Hardware, felt gard blanket	Park		8.98
Ace Hardware, trailer jacks	PW		119.97
Ace Hardware, batteries, reflective lettering	PW		13.11
Ace Hardware, fuel, oil, spark plug	Sewer		65.95
Ace Hardware, supplies	Sewer		30.55
Ace Hardware, spark plug	Sewer		8.99
Ace Hardware, 4 cycle fuel	Park		23.99
Ace Hardware, paint	Park		25.99
American Park and Recreation, engraving on bench	Park	pd 9-1	216.00
American Steel, supplies	PW		14.56
American Water Works Assn, membership dues	Sewer		191.00
AW Research, water testing	Sewer		198.90
Baker & Taylor, books	Library		182.33
Banyon Data, fund accounting and payroll support	Admin		1,590.00
Blakeman Pumping Service, pump and haul biosolids	Sewer		3,000.00
Blue Cross Blue Shield, health insurance	ALL		18,813.00
Breen and Person, legal fees	ALL		6,091.00
BSN Sports, monster ball cart	Park		215.00
Build All Lumber, sewer project supplies	Sewer		1,954.84
Cindy Myogeto, reimburse for lawn signs	MDT	pd 9-1	371.80
City of Crosslake, sewer utilities	PW/Gov't		90.00

Clean Team, september cleaning	PW/Gov't		1,082.50
Council #65, union dues	Gov't		385.00
Crosslake Communications, phone, fax, cable, internet	ALL		1,316.09
Crosslake Rolloff, recycling	Gov't		2,695.00
Crosslake Rolloff, sewer project trash removal	Sewer		437.80
Crow Wing County, maps	MDT		120.00
Crow Wing County Recorder, recording fees	PZ		92.00
Culligan, water and cooler rental	PW/Gov't		82.61
Dacotah Paper, janitorial supplies	Park		433.21
Deferred Comp	ALL		300.00
Delta Dental, dental insurance	ALL		1,686.25
DJV Consulting, august/september services	Admin		2,112.50
F.I.R.E., live burn training	Fire		1,500.00
F.I.R.E., emr quarterly training	Fire		400.00
Fortis, disability	ALL		592.84
Graphic Element, decals	Fire		154.75
Guardian Pest Solutions, pest control	ALL		77.60
Gull Lake Glass, steel door and frame	Sewer		2,856.94
Hawkins, chemicals	Sewer		1,462.15
Heartland Tire, tires	PW		711.72
Joe Chase, reimburse for uniform	PW		159.99
Lakes Heating and Cooling, air conditioner/heater	Police		3,000.00
League of MN Cities, membership dues	Gov't		2,453.00
Marco, copier lease	Park		223.30
Mastercard, Amazon.com, head set	PZ		246.83
Mastercard, Brainerd Tools, lights	PW		274.00
Mastercard, Crow Wing County Sheriff, alarm registration	Park		20.00
Mastercard, Indoor Shooting and Archery, practice	Police		134.80
Mastercard, Jaypro Sports, soccer net	Park		256.28
Mastercard, Mr. Tire, oil change, filter	PW		67.24
Mastercard, Office Max, ink cartridges	PW		140.76
Menards, bulbs	PW		203.83
Midwest Machinery, repellent, filter, apron-chap	PW		217.27
Mikes Electric, install switch and hook up motor for hoops	Park		933.00
Mike Tree Company, remove 6 trees	PW		3,575.00
MN Life, life insurance	ALL		433.20
MN Wastewater Operators Assn, annual conference	Sewer		275.00
Moonlite Square, fuel	Fire		57.96
Napa, supplies	PW		43.85
NCPERS-Life Insurance	ALL		96.00
Northland Press, ordinances 336-338	PZ		267.75
Premier Auto, diagnostic labor	Police		42.50
Premier Auto, oil change	Police		35.79
Premier Auto, oil change	Police		59.43
Premier Auto, oil change	PW		35.70
Quality Flow, sensor transducer, cable	Sewer		2,806.87
RDJ Specialties, fire education	Fire		467.76
Teamsters, union dues	Police		201.00
The Office Shop, markers, pens, paper	Admin		22.37
Tom Nixon, oximeters	Fire		995.00



D. I.

August 30, 2016

City of Crosslake
Char Nelson, City Clerk
37028 County Rd 66
Crosslake, Minnesota 56442

RE: Future County Highway Project
SP 018-616-019 (CSAH 16)

The Crow Wing County Highway Department has previously contacted you regarding the 2015-2019 Highway Improvement Plan. I am following up as a Project Manager for the above referenced project that is within the City's jurisdiction. The information below will inform the City about the upcoming project and provide an opportunity for the City to give feedback.

The Crow Wing County Highway Department is planning to resurface County State Aid Highway (CSAH) 16 in the summer of 2017. This project involves a bituminous leveling and overlay from CSAH 39 to CSAH 66 in the City of Crosslake. Additionally, there will be bridge deck repairs associated with bridge number 18501 over the Pine River. These repairs consist of concrete repair, joint waterproofing, and surface improvements.

Currently, this project is in the final design phase and is on schedule for a bid letting date in February 2017. If the Township wishes to address certain aspects of these projects, or bid any City resurfacing project jointly, please contact me by **October of 2016** so your concerns can be addressed. Meeting this deadline will assure the project remains on schedule for the projected letting date.

If you would like a representative from the County Highway Department to present this project at a future Council meeting, or have questions relating to the project, please contact me at the number listed below or e-mail at steve.stroschein@crowwing.us. Also, please check our website for updates on current and upcoming projects.

Sincerely,

Steve Stroschein
Senior Engineer/ Project Manager

Timothy V. Bray, P.E. County Engineer
Robert Hall, P.E. 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
Fax: (218) 824-1111
www.crowwing.us

MEMO TO: City Council
FROM: Mayor Roe
DATE: September 12, 2016
SUBJECT: Commission Appointment

Bill Forsythe has resigned as a full time member of the EDA and has asked that he be appointed as an alternate. I hereby recommend the following appointment:

Economic Development Authority

Dean Fitch - Move from alternate to full time member as of 9/12/16 with an expiration date of 1/31/2019

Bill Forsythe - Move from full time member to alternate effective 9/12/16

D.4.

September 7, 2016

TO: Crosslake City Council

FROM: Joy Lotze & Ron Schoneman

SUBJECT: Petition for No Wake Zone for Channel to Southern Cross Lake

We are submitting this "Petition" of our concerns for the safety for those traveling through the channel to the southern portion of Cross Lake.

PETITION

We the undersigned concerned citizens, wish to petition for a "No Wake Zone" for the east channel leading to the southern bay of Cross Lake. With the increased traffic and the larger, more powerful boats frequenting this channel, it has become a dangerous area.

Lynn + Reginald Smith
Tom Webb

39054 Sunrise Island Rd

34042 Sunrise Island Rd

Mary Walker
Ross Schorran

34042 Sunrise Island

33992 Sunrise Island

Mark Johnson

33992 Sunrise Is Rd.

Paul Gibson

12094 Sunrise Island Rd

Ann Erickson

12094 Sunrise Island Rd.

John Sue Dimke

34001 Sunrise Island Rd

Chris + Lindsey Madden

12091 Sunrise Island Rd.

Brigidette Ferguson

34068 Sunrise Island Rd

Frank Ferguson

34068 Sunrise Island Rd

Dick Nuss

34080 Sunrise Is Rd

Liz Nuss

34080 Sunrise Is Rd

Perotny Hayes

34092 Sunrise Is. Rd.

Betsy Hoffmann

12031 Sunrise Is Rd.

Shelby White

12031 Sunrise Island Rd

Don & HQ	12031 Sunrise IS1 Rd
Cheryl Hall	12018 Sunrise Is. Rd
Danett M. Hellen	33569 Lake Street
Judy Helton	33569 Lake Street
Barbara Pibryl	33557 Lake Street
Shirley	33557 Lake Street
Laurie Alexander	33568 Lake Street
Gay	33591 Lake St.
Don	33590 Lake St
Katie Brewster	33584 Lake Street
Jean Pritchett	33540 Lake St
Jerry Pritchett	33540 Lake St
Peter Malinosky	11498 Echo Bay Drive
Chai Malinosky	11498 Echo Bay Drive
Bloom	11468 Echo Bay Drive
Joye & Gabe	33986 Sunrise IS Rd.
Roger Bonje Eschote	278 E Shore Rd., Crosslake
Ann & Art	33986 Sunrise Island Rd
Jerrie Lewis	34061 Sunrise Island Rd
Boyer Lewis	34061 Sunrise Island Rd
Peter & Christen Dinko	34001 Sunrise IS Rd

T. J. & Cathy Dink
Patricia Dent
Lee A. Schaner

Ken Albrit

Nancy McEnroe

Monica Kuga

Tim Kropa

Mike Holly

Stanley W. Wofch
Pat Custer

Leah Custer

T. V. V. V.

Annist Walker

Chris Monahan

David C. Nelson

Susan E. Nelson

Michael M. James

Mary Brodick

Joe Brodick

R. A. Huf

Digid Aubley

Barbara Wether

Alonzo Jetter

34001 Sunrise Island Rd

34000 Sunrise Island Rd

35004 West Shore Drive

34006 Sunrise Island Rd

34270 Sunrise Blvd, Crosslake

34288 Sunrise Blvd, Crosslake

34288 Sunrise Blvd, Crosslake

34332 Sunrise Blvd Crosslake

34368 - Sunrise Blvd.

34006 Sunrise Island

34000 Sunrise Island.

11976 Sunrise Is. Rd

11986 Sunrise Isl Rd

34181 Urban Point Rd.

34237 Urbans Point Rd.

34237 Urbans Pt. Rd.

34257 Urbans Pt. Rd

35518 W. Shore Dr

35518 W. Shore Dr.

34276 White Oak Dr

34276 White Oak Dr

35184 W. Shore Dr

35184 W. Shore Dr.

Diane Wischmann

Randy Wischmann

APD
Kurt E. Smith

34006 Sunrise Island Rd, Cross JK

34006 Sunrise Island Rd Crosslake

6236 Ivy Lane Crosslake

12292 Ivy Lane Crosslake 56442

E.1.

RESOLUTION NO. 16-XX
RESOLUTION APPROVING PRELIMINARY 2016 TAX LEVY
COLLECTIBLE IN 2017

Be it resolved by the Council of the City of Crosslake, County of Crow Wing, Minnesota, that the following sums of money be levied for the current year, collectible in 2017, upon taxable property in the City of Crosslake, for the following purposes:

General Property Tax Levy	3,005,707
EDA – Operating Levy	12,500
G.O. Refunding Bonds 2012A-	343,533
G.O. Equipment Certificates 2015B	<u>154,581</u>
Total Levy	3,516,321

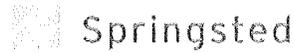
The Finance Director/Treasurer is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Crow Wing County, Minnesota.

Adopted by the City Council on September 12, 2016.

Steve Roe
Mayor

Michael R. Lyonais
City Finance Director/Treasurer

E.3.



Springsted Incorporated
380 Jackson Street, Suite 300
Saint Paul, MN 55101-2887

Tel: 651-223-3000
Fax: 651-223-3002
www.springsted.com

LETTER OF TRANSMITTAL

August 29, 2016

Ms. Charlene Nelson
City Clerk
City of Crosslake
37028 County Road 66
Crosslake, Minnesota 56442

Re: Proposal to Conduct a Classification and Compensation Study

Dear Ms. Nelson:

Springsted Incorporated is pleased to submit our work plan to conduct a classification and compensation study for the City of Crosslake.

Our firm has assisted numerous jurisdictions in the Midwest and throughout the United States in addressing their classification, compensation and human resources issues, and in performing specialized management studies. We have created an extensive management consulting services practice that provides in-depth study and analysis on a variety of topics. Springsted has the staff, facilities and expertise in assisting and advising local governments on critical and important human resources issues. Our vast experience in the areas of human resources administration will be an advantage to your organization.

We look forward to working with the City of Crosslake and its employees on this important project.

Respectfully submitted,

Ann S. Antonsen

Ann S. Antonsen, Vice President
Consultant

Work Plan

Classification and Compensation Study

Springsted will assist the City in developing a classification and compensation system which meets the goals established by the City and that can be maintained by the City. The system Springsted will develop will:

- Establish fair and equitable compensation relationships between positions within the City
- Reflect relevant market conditions outside the organization
- Apply to all City positions professionally, consistently and objectively
- Include employee input and participation as an integral part of the study process
- Provide a strategic plan for implementation and provide for ongoing maintenance in accordance with best practices
- Comply with the State of Minnesota Local Government Pay Equity Act

Project Initiation. The Springsted Project Director will meet with the City's designated project manager and/or team for this project, and other appropriate personnel to establish working relationships and to finalize a comprehensive work plan and timetable. At this meeting, we will request that the project manager provide us with the background materials necessary to conduct this study, including current job descriptions, classification and compensation documents, the City's personnel policies and other relevant data. This information will be evaluated to determine the status of existing human resource management programs and to identify apparent issues and opportunities. The purpose of the meeting is to:

- a. Introduce the Project Director and the consulting team
- b. Discuss the background and experience of Springsted and the consulting team
- c. Discuss, in detail, the methodology to be used in conducting the study; the role of the consulting team and management and employees; and the amount and type of employee participation
- d. Ascertain the major issues the City wants the study to address
- e. Review the project schedule and determine significant milestones
- f. Determine the frequency and content of status reports
- g. Discuss methods of communicating the status of the study to employees

In order to assess the existing classification plan, organizational structure and any related compensation issues, Springsted will meet individually with department heads to become familiar with department structure and changes in structure and positions, service provision, department and staffing issues, any concerns with the assignment of positions in the current compensation plan and any other issues that may need to be addressed during the course of the study.

Data Collection. Employees play a major role in providing the data needed for this study, therefore, it is imperative that employees receive information about the study, why it is being conducted, opportunities for employee involvement throughout the process, and expected outcomes.

Springsted will conduct an employee informational meeting to introduce the study, explain study procedures and answer any questions employees may have about the process.

Employees will receive a Position Analysis Questionnaire (PAQ) at this time. The questionnaire provides an opportunity for each employee to describe their job duties, responsibilities and essential functions in detail, the required knowledge, skills and abilities, and provide input on the various job factors that affect the position. Employees will also identify the specific physical requirements and working conditions of their position to assist in the consultant's review for compliance with the Americans with Disabilities Act. Springsted will spend time at the meeting reviewing the PAQ and responding to employee questions. The information gathered from the PAQ's will provide the information to be used in developing new position descriptions.

During the informational meeting, we will also explain the supervisors' role in completing and signing off on the PAQ's. The questionnaire is designed to allow supervisors to comment on employee responses without altering employee responses. This allows the consultant to review complete, unedited responses from employees and supervisors. In instances where the employee and supervisor view the position requirements differently, Springsted will conduct job audits to obtain more information. Audits will be scheduled to minimize disruption to City operations. If necessary, meetings can be scheduled at the beginning or end of a shift to facilitate employee attendance.

Upon receipt of the completed PAQ's, Springsted will review the information provided by employees and their supervisors. Based on the information provided Springsted will develop new job descriptions for City positions. At this time we will also review each position's designation under the Federal Fair Labor Standards Act.

Preliminary job descriptions will be submitted to the City for review and comment. Springsted will make modifications to the descriptions as deemed appropriate. Any disputed content in job descriptions will be presented to the City's Project Manager for resolution.

Market Survey. In order to determine appropriate salary levels of positions in the workforce and to address the issue of comparable compensation, Springsted will conduct an extensive salary and benefits survey to compare City positions with analogous positions in other comparable agencies in the area labor market. By gathering and analyzing information on wages, wage equivalents and benefits, a comparison of the City's total compensation package can be reviewed in comparison to the City's established market area. External market comparisons for positions will be based on similar organizational structure, population, geographic location, job responsibilities, scope of authority, financial, socio-economic, growth and other relevant factors. The study team will consult with City management, elected officials and designated staff in identifying the appropriate comparables. Springsted will develop the salary survey in conjunction with the City.

It is recommended that potential survey data pertain to organizations comparable to the City of Crosslake, relate to those organizations with which the City is competing for employees and represents the appropriate labor market.

There are different labor markets for positions. Some positions are recruited from the local area, while others are recruited regionally and/or nationally. The consulting team will work closely with the staff in determining the appropriate labor market for positions.

Job Evaluation. While salary and benefits survey data will assist the City in establishing its position in the competitive market, job evaluation is the mechanism that ensures that internal relationships are equitable. Springsted has developed and copyrighted a job evaluation system known as the Systematic Analysis and Factor Evaluation (SAFE®) System. The SAFE® system is a unique job evaluation method designed to measure job factors that apply specifically to local government. This system has been successfully used for many years throughout the Country, is periodically updated to account for changes in technology, etc., and has been reviewed by the United States Circuit Court, in conjunction with an Equal Employment Opportunity (EEO) suit, and found acceptable to the Court. The system has also been accepted by the State of Minnesota under the Local Government Pay Equity Act.

The system rates and ranks jobs based on various skill levels and work factors. The result is an equitable and consistent method of evaluating jobs and relating positions to the compensation plan. The system facilitates proper and equitable comparisons between and among classes and minimizes the appearance of favoritism in evaluating, rating and ranking jobs.

Each position will be evaluated and placed within the proposed compensation plan based on the job evaluation system and the market rates paid by survey participants.

The elements considered in determining the relative value of classifications are:

- Training and Ability
- Level of Work
- Physical Demands
- Independence of Actions
- Supervision Exercised
- Education and Experience
- Human Relations Skills
- Working Conditions/Hazards
- Impact on End Results

This system can be maintained by the City. Springsted provides training to individuals assigned by the City to this task on utilizing the SAFE System to evaluate newly created positions or re-evaluate revised positions.

Development of Compensation Plan and Implementation Options. Based on the market wage and benefits data analysis and the job evaluation system, Springsted will propose revisions to the City's compensation plan or develop a new plan for the City. The compensation plan will be developed or revised in accordance with information obtained from the City regarding its pay philosophy as well as goals and objectives established for its compensation program, including the option for a performance based component. The proposed plan will incorporate market conditions, recognize the tenure of current employees and coordinate with labor agreements, if applicable, in effect in the City. Springsted will review options with the City to address the spread for pay ranges, the relationship between ranges and adjustments needed to ensure that the City remains competitive with the labor market and that the plan is internally equitable.

Springsted will propose a plan to implement the study recommendations that coincide with the financial and budgetary requirements of the City of Crosslake and the needs of employees. Estimates of the cost of implementation will be provided.

Timeline

Springsted takes pride in meeting its time commitments. The schedule to commence this project coincides with Springsted's completion of other studies. This will ensure that the proposed staff members will be available to concentrate on this study for the City of Crosslake. Springsted is prepared to initiate the study within three (3) weeks after receiving the official notice to proceed, and will complete the study within four (4) months after project initiation.

There are factors that impact meeting the schedule that are beyond the consulting team's control. The proposed time frame is contingent upon a timely decision, the receipt of the data from the survey participants when requested, the availability of employees to complete position analysis questionnaires and participate in interviews and the timely receipt of feedback and comments on the submitted preliminary data.

Cost

Springsted Incorporated will perform the tasks as outlined in this work plan for the professional fee of \$7,275. This fee includes 11 positions. Individual components are as follows:

Develop Job Descriptions:	\$2,365.00
Job Evaluation:	\$1,170.00
Market Survey:	\$2,090.00
Development of Compensation Plan:	\$1,650.00

In addition to the professional fees, Springsted would bill the City for out-of-pocket expenses such as travel, copying etc. in an amount not to exceed \$1,250.

Springsted is willing to work with the City to modify the work plan to meet the City's needs and budget. If the City decides to modify the proposed work plan, Springsted will adjust the proposed fee appropriately. For example, if the City wishes to update job descriptions or use current job descriptions, rather than develop new job descriptions; or maintain the current job evaluation system.



STAFF REPORT

F. I. a. I.

Property Owner/Applicant: John Keil

Parcel Number(s): 142640010070009 thru 142640010140009 & 142640010510009 thru 142640010580009

Application Submitted: July 21, 2016

Action Deadline: September 18, 2016

60 Day Extension Letter sent: N/A

City Council Date: September 12, 2016

Authorized Agent: Stonemark Land Surveying

Request: To replat parcels 142640010070009 thru 142640010140009 & 142640010510009 thru 142640010580009

Current Zoning: Limited Commercial

Adjacent Land Use/Zoning:

North – Limited Commercial

South – Rural Residential 5

East – Limited Commercial

West – Rural Residential 5

Development Review Team Minutes held on 7-12-16:

- Property is located off County Road 103, Crosslake, MN 56442
- Current building not meeting the requirements of plat and needs amending as built
- Current plat is 200 x 40 and proposed to be amended to 230 x 48
- Proposed expansion of building and driveways may exceed impervious limit of 50% and would require a variance
- MPCA construction stormwater permit will be needed
- Implement the stormwater management plan on file as required per the 2012 CUP
- Letter to clarify existing stormwater management will meet the new proposal or the proposed additional stormwater management plan to accommodate the replat request
- Wetland delineation and report; mylars, title paperwork
- Association documentation amendment
- Letter to indicate the independent surveyor who has reviewed the final plat
- Name to be determined and coordinated with the county
- No Park dedication fee will be required due to no new parcels being created; just adjusted in size

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 Chapter 44 of the Code of Ordinances of the City of Crosslake
2. An authorized agent form completed, signed and dated
3. Two complete Subdivisions application with all required paperwork
4. The commercial public hearing fee: Preliminary \$750 + \$150 per new lot; Final \$750 + \$50 per new lot
5. Upon recommendation from the Planning Commission/Board of Adjustment to the City Council and before the city council meeting a park dedication fee of \$1,500.00 or 10% of land per new lot or a combination thereof as outlined in Chapter 44, Sec. 44-402 is required for newly created lots under 20. NO newly created lots at this time; amendment to existing lots only.

Parcel History:

- Highway 103 Storage plat established in 2012
- April 2006 – Conditional Use to construct storage buildings/units
- April 2006 – Subdivision Metes & Bounds
- May 2006 – Zoning Map Amendment
- May 2006 – Address
- May 2006 – Sign
- May 2006 – 80' x 180' Commercial storage building
- July 2007 – 46' x 160' Commercial storage building
- December 2010 – Sign
- April 2012 – Preliminary & Final plat
- May 2012 – Commercial PUD – Conditional Use
- April 2013 – 80' x 180' Commercial storage building
- July 2014 – 80' x 180' Commercial storage building
- May 2015 – 110' x 80' Commercial storage building

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: N/A

DNR: N/A

City Engineer: No comments were received as of 8-18-16

City Attorney: Letter received as of 7-18-16

Lake Association: N/A

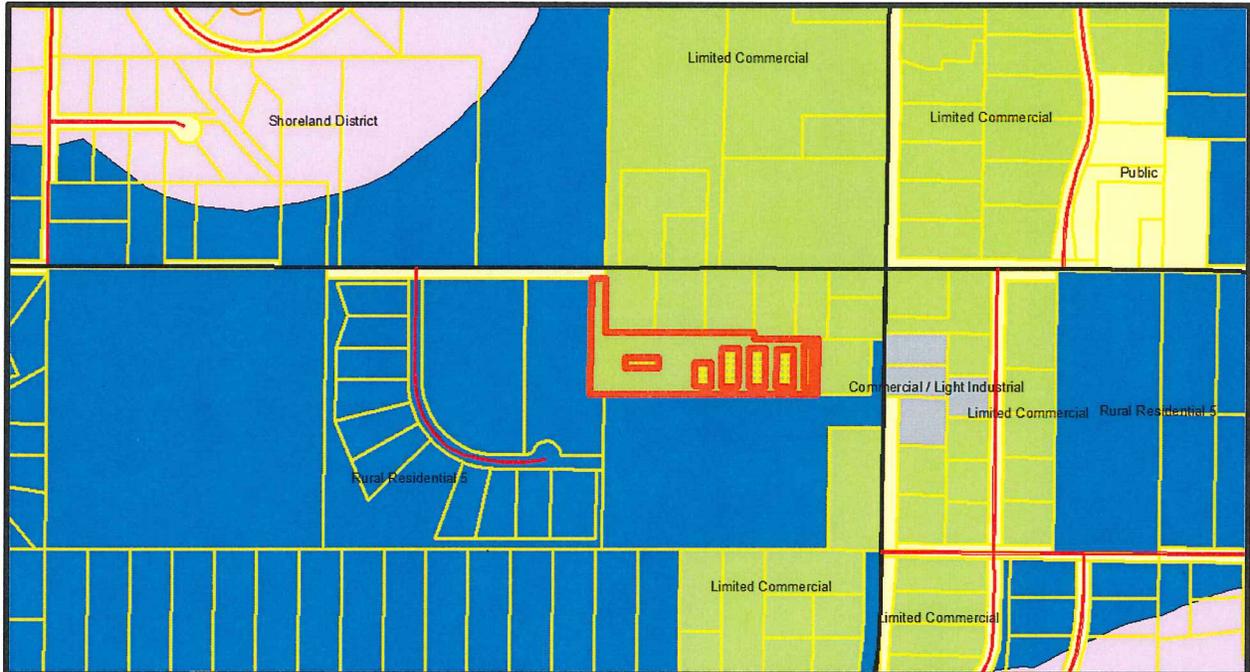
Crosslake Public Works: No comments were received as of 8-18-16

Crosslake Park, Recreation & Library: No comments were received as of 8-18-16

Concerned Parties: No comments were received as of 8-18-16

POSSIBLE MOTION:

To make a recommendation to the Crosslake City Council to approve/table/deny the subdivision of parcels 142640010070009 thru 142640010140009 & 142640010510009 thru 142640010580009 located off of County Road 103, Sec. 32, Twp 137, Rg 27, City of Crosslake



HIGHWAY 103 STORAGE FIRST ADDITION

PRELIMINARY PLAT
SECTION 32, TOWNSHIP 137 NORTH, RANGE 27 WEST
CROW WING COUNTY, MINNESOTA
GROSS AREA = 318,760 SQ.FT. / 7.3 ACRES

RECEIVED
AUG 01 2016
BY: _____

30176 Old Highway #371
Suite 2
P. O. Box 874
Pequot Lakes, MN 56472
218-568-0940
www.stonemarksurvey.com

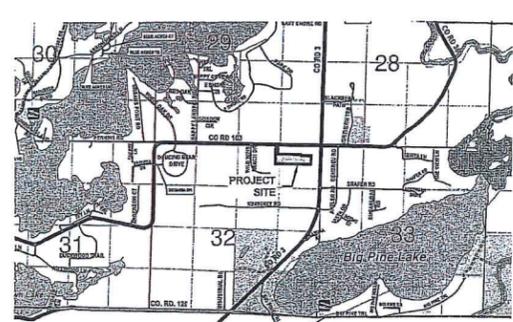
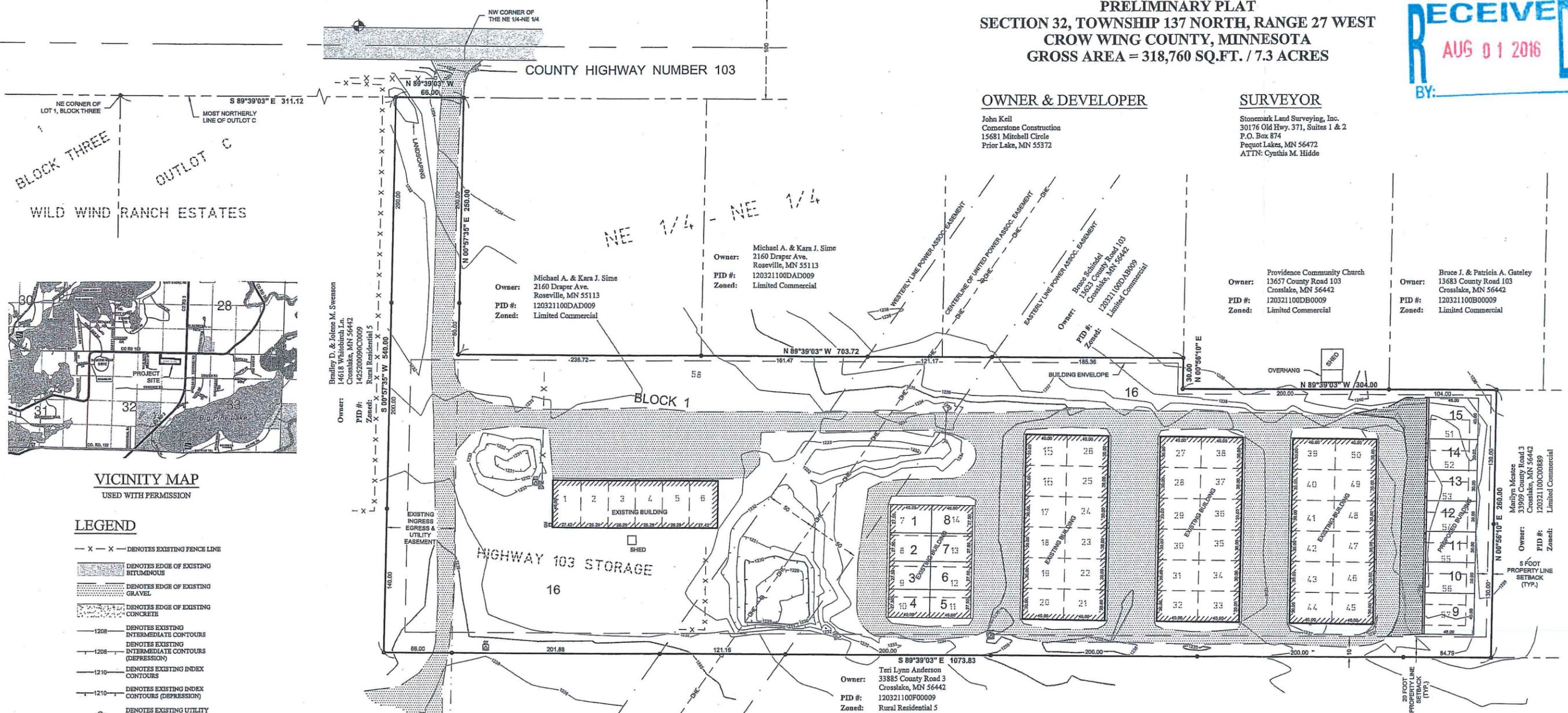


OWNER & DEVELOPER

John Keil
Cornerstone Construction
15681 Mitchell Circle
Prior Lake, MN 55372

SURVEYOR

Stonemark Land Surveying, Inc.
30176 Old Hwy. 371, Suites 1 & 2
P.O. Box 874
Pequot Lakes, MN 56472
ATTN: Cynthia M. Hidde



VICINITY MAP
USED WITH PERMISSION

LEGEND

- X - X - DENOTES EXISTING FENCE LINE
- [Pattern] DENOTES EDGE OF EXISTING BITUMINOUS
- [Pattern] DENOTES EDGE OF EXISTING GRAVEL
- [Pattern] DENOTES EDGE OF EXISTING CONCRETE
- 1208- DENOTES EXISTING INTERMEDIATE CONTOURS
- 1208- DENOTES EXISTING INTERMEDIATE CONTOURS (DEPRESSION)
- 1210- DENOTES EXISTING INDEX CONTOURS
- 1210- DENOTES EXISTING INDEX CONTOURS (DEPRESSION)
- DENOTES EXISTING UTILITY POLE
- - - - DENOTES EXISTING OVERHEAD ELECTRIC CABLE
- DMR DENOTES EXISTING ELECTRIC METER
- DTFR DENOTES EXISTING GROUND TRANSFORMER
- X V DENOTES EXISTING GAS VALVE
- DP DENOTES EXISTING PHONE PEDestal & PHONE BOX
- DMR DENOTES EXISTING GAS METER
- Y DENOTES EXISTING CULVERT LOCATION
- DENOTES MONUMENT FOUND
- DENOTES IRON MONUMENT SET MARKED BY LICENSE No. 44881
- [Pattern] DENOTES EDGE OF PROPOSED GRAVEL
- [Pattern] DENOTES EDGE OF PROPOSED CONCRETE
- ⊕ DENOTES BENCHMARK FOUND 1/2" REBAR, FLUSH WITH GROUND
ELEV. = 1236.50

CONTOUR INFORMATION

Contours shown have been obtained using standard survey topographic methodologies on July 6, 2016. Contour interval is 1 foot as shown on this drawing.

SOIL DATUM

The Crow Wing County Soils Survey indicates soil in the proposed platted area to be classified as "Graycalm loamy sand (D49A) & Graycalm loamy sand (D49B)".

UTILITIES

This project will not require any water or sewer development.

ZONING

Current zoning is Limited Commercial = LC.

LEGAL DESCRIPTION

Lots 7 through 14 inclusive and Lots 51 through 58 inclusive, all in Block 1, HIGHWAY 103 STORAGE, according to the recorded plat thereof, Crow Wing County, Minnesota.

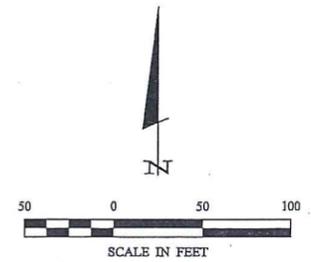
Subject to a power line easement in favor of United Power Association and subject to other easements, restrictions, and reservations of record.

Subject to access easement along westerly 66 feet of plat as depicted and also the utility easement also as depicted.

Also subject to mineral reservations of record, if any.

IMPERVIOUS CALCULATIONS

PROPOSED	IMPERVIOUS AREA (sq.ft.)	Net Area (sq.ft.)	Percent Impervious (sq.ft.)
Existing & Proposed Buildings	70,469	318,760	22.1%
Existing & Proposed Concrete	3,794	318,760	1.2%
Existing & Proposed Gravel Driveway	84,949	318,760	26.6%
Total	159,212	318,760	49.9%



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, easements, etc.
ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE RECORDED PLAT OF HIGHWAY 103 STORAGE

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 PL53481T
DATE 7/29/16 LIC. NO. 44881

REVISIONS	DATE	DESCRIPTION

PROJECT NO.	DATE	SCALE	HORIZ.	VERT.
18223	7-20-2016	AS SHOWN	1"=50'	NONE

PROJECT MANAGER	CHECKED BY	DRAWN BY
CMH	CMH	RJF

HIGHWAY 103 STORAGE FIRST ADDITION
PRELIMINARY PLAT
John Keil
Cornerstone Construction
15681 Mitchell Circle
Prior Lake, MN 55372
SHEET 1 OF 1

HAYES SURVEYING & MAPPING PC

218-387-2532
HAYES@BOREAL.ORG

18 BRANDON LANE
GRAND MARAIS, MINNESOTA 55804

RECEIVED
AUG 01 2016

July 27, 2016

RE: HIGHWAY 103 STORAGE FIRST ADDITION

CITY OF CROSSLAKE
37028 County Road 66
Crosslake, MN 56442

On July 27, 2016, I reviewed and checked the proposed final plat **HIGHWAY 103 STORAGE FIRST ADDITION** in regard to the mathematical correctness and the requirements of the most current Minnesota Platting Statutes, Chapter 505 and the Professional Surveyors (MSPS) and the Minnesota Association of County Surveyors and found it in conformance.

The plat dedication which includes the legal description, dedication statements, owner's signatures and the other approving signatures conforms to the plat drawing and information provided to form. This independent plat review does not include a title review to confirm the use of the proper plat boundary description or ownership of the subject property being platted.

A field inspection to confirm placement of the required boundary, plat and lot corners has not been performed. Based on these conditions I find the plat to conform to the above statutes, regulations and publications.

I hereby certify that this report was prepared by me or under my supervision and that I am a duly Licensed Land Surveyor under the laws of the state of Minnesota.

Maureen Hayes

Maureen Hayes
MN Land Surveyor #43805



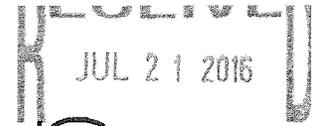
BOLTON & MENK, INC.

Consulting Engineers & Surveyors

7656 Design Road, Suite 200 • Baxter, MN 56425-8676

Phone (218) 825-0684 • Fax (218) 825-0685

www.bolton-menk.com



July 15, 2016

Stonemark Land Surveying, Inc.
Attention: Cindy Hidde, PLS
P.O. Box 874
Pequot Lakes, MN 56472

RE: Highway 103 Storage Replat
City of Crosslake, Minnesota
Project No.: B11.112181

Dear Ms. Hidde,

At your request I have reviewed the proposed Highway 103 Storage Replat for stormwater management conformance with the City of Crosslake Land Use Ordinance. Based on the topographic survey Stonemark Land Surveying performed on July 6, 2016 and impervious coverage calculations provided the site meets the current stormwater management requirements.

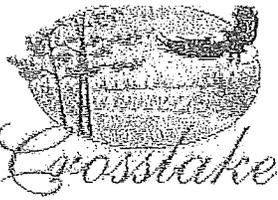
The original stormwater plan dated April 17, 2012 had a site layout with an impervious coverage of 155,863 square feet. Stormwater features consisted of three proposed retention ponds sized to retain a 5-year storm event on-site, with a total storage volume of 0.68 acre-feet.

The revised site plan increases the proposed impervious coverage to 159,212 square feet. The City stormwater requirements have been revised since the original plan was developed to now require treatment of a volume of stormwater on-site equal to one inch over the impervious surfaces, or 0.30 acre-feet. Based on the topographic information gathered on July 6, 2016 the site was constructed in substantial compliance to the original stormwater plan. Retention Pond #1 was constructed with a storage volume of 0.08 acre-feet and proposed Ponds #2 and #3 were graded such that they are connected and provide a storage volume of 0.72 acre-feet which is greater than originally designed.

Sincerely,

BOLTON & MENK, INC.

Bryan G. Drown, PE
Project Engineer



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



Receipt Number: 185993 Permit Number: S 1610122

Property Owner(s): John Keil

Mailing Address: 15681 Mitchell Cir SE, Prior Lake, MN 55372

Site Address: City Rd 103

Phone Number: 612-599-4600

E-Mail Address: jkeil@cornerstone-cs.net

Parcel Number(s): 142640010510009 - 142640010580009
142640010070009 - 142640010140009

Legal Description: Hwy 103 Storage

Sec 32 Twp 137 Rge 26 / 27 / 28

Land Involved: Width: 300 Length: 1000 Acres: 7.3

Lake/River Name: N/A

Do you own land adjacent to this parcel(s)? ___ Yes X No

If yes, list Parcel Number(s) NA

Authorized Agent: Stonemark Land Surveying

Agent Address: 30776 Old Hwy 371 St 2, Pequot Lakes MN

Agent Phone Number: 218-568-4940

Signature of Property Owner(s) _____

Signature of Authorized Agent(s) Cynthia McHilde

Date _____

Date 7/15/16

Subdivision Type
 (Check applicable request)

Metes and Bounds

Residential Preliminary Plat

Residential Final Plat

Commercial Preliminary Plat

Commercial Final Plat

Development

0 Number of proposed lots

0 Number of proposed outlots

Access

___ Public Road

Easement

Easement recorded: Yes ___ No

Septic

Compliance N/A

SSTS Design N/A

Site Suitability on file

- 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 JK Date 7/21/16 Land Use District LC Lake Class N/A Park, Rec, Lib _____

F.l.a.z.

John Keil
142640010070009 thru 142640010140009
and
142640010510009 thru 142640010580009

Kolstad read the subdivision - preliminary replat request, history of the parcel, current ordinance vs ordinance at time of original plat, no comments and the surrounding parcel history into the record. Kolstad also specified the request will clear up the title work/legal description of current size structures/parcels and that this request does not change what has been built. Keil, the applicant's, request meets all current ordinance requirements and will amend the plat for the remaining new building/parcels. Hidde of Stonemark Land Surveying, representative had no comment. Herzog opened the public hearing with no response, therefore the public hearing was closed. Herzog asked if any of the commissioners had additional questions or concerns, but none were forthcoming, so he requested Kolstad to initiate the findings of fact procedure with the board members deliberating and responding to each question.

August 26, 2016 Action:

Motion by Knippel; supported by LaFon to recommend to the Crosslake City Council the approval of the preliminary replat of Highway 103 Storage First Addition of parcels 142640010070009 thru 142640010140009 & 142640010510009 thru 142640010580009 consisting of 16 tracts involving 7 acres

Per the findings of fact as discussed, the on-site conducted on 8-25-16 and as shown on the plats received at the Planning & Zoning dated 7-29-16 for property located at County Road 103, Section 32, Crosslake, MN 56442

Conditions:

- 1. Work with staff to implement and expand on the submitted stormwater plan**
- 2. The applicant verify that a State Construction Stormwater NPDES permit is or is not required, because of greater than one acre disturbance on the site**

Findings: See attached

All members voting "Aye", Motion carried.

August 26, 2016

F.1.a.3.

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
 - **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.**

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)**
 - **The current land use classification is Limited Commercial and the proposed subdivision meet or exceed the minimum requirements**
 - **There is adequate ingress/egress onto County Road 103**
 - **The platted parcels cannot be seen from Highway 103 as observed from the 8-25-16 Planning Commission/Board of Adjustment on-site**

3. Are there any other standards, rules or requirements that this plat must meet?
Yes No Specify other required standards.
 - **State stormwater management requirements**

4. Is the proposed plat compatible with the present land uses in the area of the proposal?
Yes No Zoning District Limited Commercial
 - **It is consistent with the surrounding zoning and uses in the area**

5. Does the plat conform to all applicable performance standards in Article 2 of the Subdivision Ordinance? Yes No
 - **There is adequate ingress/egress onto County Road 103**

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

Stormwater:

- **The site meets the current stormwater management requirements per the July 15, 2016 Bolton & Menk, Inc. letter**

Erosion /Sediment Control:

- **Temporary and permanent as submitted**

Wetlands:

- **Not applicable as the July 15, 2016 letter from Meister Environmental, LLC indicates there are no wetlands on the property**

Floodplain:

- **FEMA maps from 1987 indicates that the plat falls in the Zone C minimal flooding**

Shoreland:

- **Not applicable as the property is non-riparian**

Septic Systems:

- **Not applicable**

7. Have the potential public health, safety or traffic generation impacts been addressed?

Yes No

- **There is no change in the current use of the property**
- **There is adequate ingress/egress onto County Road 103**
- **No addition from previous approved original plat**

8. Other issues pertinent to this matter.

- **Implement stormwater according to the state guidelines**

Decision: Motion by Knippel; supported by LaFon to recommend to the Crosslake City Council the approval of the preliminary replat of Highway 103 Storage First Addition of parcels 142640010070009 thru 142640010140009 & 142640010510009 thru 142640010580009 consisting of 16 tracts involving 7 acres

Per the findings of fact as discussed, the on-site conducted on 8-25-16 and as shown on the plats received at the Planning & Zoning dated 7-29-16 for property located at County Road 103, Section 32, Crosslake, MN 56442

Conditions:

1. **Work with staff to implement and expand on the submitted stormwater plan**
2. **The applicant verify that a State Construction Stormwater NPDES permit is or is not required, because of greater than one acre disturbance on the site**

Findings: As listed above

All members voting "Aye", Motion carried

Date: 9-23-16

Signature: _____
Chairman



City of Crosslake

Planning Commission/Board of Adjustment

Summary of Record

F.l.a.4.

John Keil – Township 137, Range 27, Section 32, 142640010070009 thru 142640010140009 & 142640010510009 thru 142640010580009, at County Road 103, Crosslake, MN 56442

Request:

- Approve the preliminary replat of Highway 103 Storage First Addition consisting of 16 tracts involving approximately 7 acres

Chronology of events:

- July 12, 2016 – Development Review Team Meeting
- July 21, 2016 – Application submitted
- August 9, 2016 – Published in local newspaper
- August 11, 2016 – Notices sent out
- August 25, 2016– Planning Commission/Board of Adjust on-site
- August 26, 2016 – Planning Commission/Board of Adjust meeting – Decision made to recommend approval for the preliminary replat of Highway 103 Storage First Addition
- September 12, 2016 - Crosslake City Council Meeting - Decision to approve/deny the preliminary plat of Highway 103 Storage First Addition of parcels 142640010070009 thru 142640010140009 & 142640010510009 thru 142640010580009 involving 7 acres

Packet Information:

- City Council minutes
- Planning Commission/Board of Adjust Minutes & Findings
- Meeting Decision
- Publication
- Public Hearing Notice
- Staff Report
- Wetland Delineation
- Subdivisions Application
- Title Opinion
- Development Review Team Minutes
- Submitted Preliminary Plat/Stormwater Plan
- Declaration/Covenants/By Laws

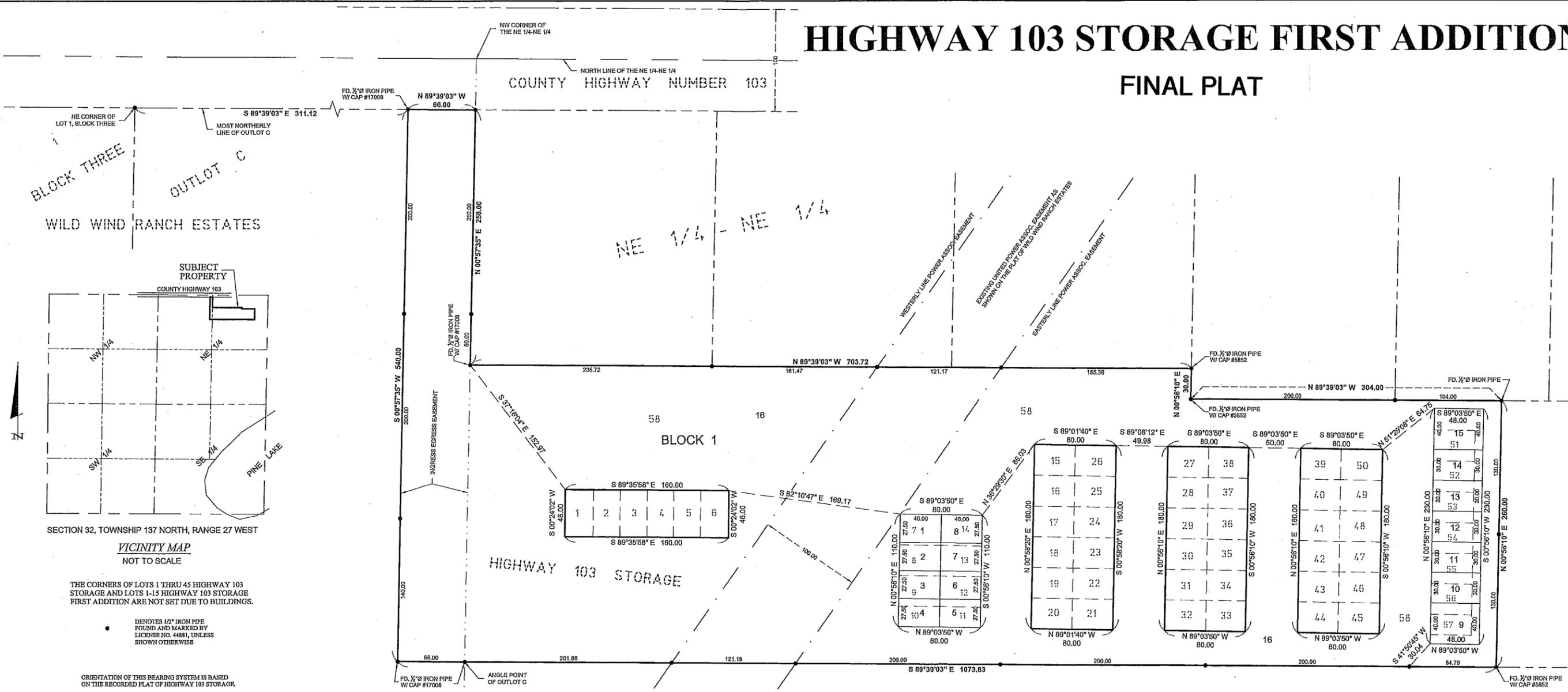
Correspondence:

- No comments received

F.1. a.5.

HIGHWAY 103 STORAGE FIRST ADDITION

FINAL PLAT



KNOW ALL MEN BY THESE PRESENTS: That John Douglas Keil and Marilyn Jean Keil, husband and wife and Highway 103 Owners Association are owners of the following described property:

Lots 7 through 14 inclusive and Lots 51 through 58 inclusive, all in Block 1, HIGHWAY 103 STORAGE, according to the recorded plat thereof, Crow Wing County, Minnesota.

Subject to a power line easement in favor of United Power Association and subject to other easements, restrictions, and reservations of record.

Subject to access easement along westerly 66 feet of plat as depicted and also the utility easement also depicted.

Also subject to mineral reservations of record, if any.

Have caused the same to be surveyed and platted as HIGHWAY 103 STORAGE FIRST ADDITION.

In witness whereof said John Douglas Keil and Marilyn Jean Keil, husband and wife, have hereunto set their hands this day of _____, 20__.

John Douglas Keil _____ Marilyn Jean Keil _____

STATE OF _____ COUNTY OF _____

The foregoing instrument was acknowledged before me this day of _____, 20__, by John Douglas Keil and Marilyn Jean Keil.

(Notary Signature) _____ (Notary Printed Name) _____
 NOTARY PUBLIC, _____ COUNTY, STATE OF _____
 MY COMMISSION EXPIRES _____

In witness whereof said Highway 103 Owners Association has caused these presents to be signed by its proper officer this day of _____, 20__.

Signed: Highway 103 Owners Association

Roger E. Roy, President _____

STATE OF _____ COUNTY OF _____

The foregoing instrument was acknowledged before me this day of _____, 20__, by Roger E. Roy, President of Highway 103 Owners Association.

(Notary Signature) _____ (Notary Printed Name) _____
 NOTARY PUBLIC, _____ COUNTY, STATE OF _____
 MY COMMISSION EXPIRES _____

I, Cynthia M. Hidde do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3 as of the date of this certificate are shown and labeled on this plat; and that all public ways are shown and labeled on the plat.

Dated this _____ day of _____, 20__.

Cynthia M. Hidde, Licensed Land Surveyor
 Minnesota License No. 44881
 STATE OF MINNESOTA
 COUNTY OF _____

This instrument was acknowledged before me this day of _____, 20__, by Cynthia M. Hidde, Licensed Land Surveyor, Minnesota License No. 44881.

(Notary Signature) _____ (Notary Printed Name) _____
 NOTARY PUBLIC, _____ STATE OF MINNESOTA
 MY COMMISSION EXPIRES _____

Department of Auditor-Treasurer

Pursuant to Minnesota Statutes, Chapter 272.12, that there are no delinquent taxes on the land hereinbefore described on this plat and transfer and pursuant to Chapter 505.021, Subd. 9, taxes payable for the year 20__ on the land hereinbefore described have been paid this day of _____, 20__.

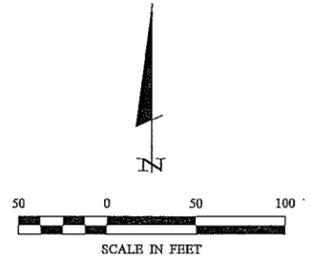
Laureen E. Borden, Auditor-Treasurer for Crow Wing County, Minnesota

City Council, City of Crosslake, Minnesota

This plat of HIGHWAY 103 STORAGE FIRST ADDITION was approved and accepted by the City Council of the City of Crosslake, Minnesota at a regular meeting held this day of _____, 20__, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

City Council, City of Crosslake, Minnesota

By Steve Roe, Mayor _____ By Charlene Nelson, City Clerk _____





STAFF REPORT

Property Owner/Applicant: American National Bank of MN

Parcel Number(s): 120323100B00009

Application Submitted: July 22, 2016

Action Deadline: September 19, 2016

60 Day Extension Letter sent: N/A

City Council Date: September 12, 2016

Authorized Agent: Stonemark

Request:

To amend the Official Land Use Map on parcel 120323100B00009 Commercial/Light Industrial to Rural Residential 5 involving approximately 9 acres.

Current Zoning:

Commercial/Light Industrial

Adjacent Land Use/Zoning:

North – Rural Residential 5

South – Commercial/Light Industrial

East – Public

West – Commercial/Light Industrial

Development Review Team Minutes held on 7-22-16:

- Property is located at 33249 Industrial Road
- Loan type restrictions to purchase property is the reason for the applicants request
- Access/easement off of Industrial Road is currently existing
- Current classification has an impervious maximum of 50% and is currently at 2.5%
- Entire parcel is being requested to be reclassified as RR5 with a maximum impervious coverage of 25%
- Survey dated 12/23/15 depicting the legal description of the parcel labeled Tract A will be acceptable
- Current compliance inspection dated 12/14/15
- Discussed if there is a need for a representative to be present at on-site and public meetings

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

F.i.b.l.

1. Article 4, Sec. 26-106 thru Sec. 26-108 of the City Land Use Ordinance outlines the requirements
2. Legal description of parcel to be reclassified
3. The public hearing fee of \$500.00

Parcel History:

- July 1999 –New 40x28 single story home & septic system
- December 2015 – Lot line adjustment
- December 2015 – Compliance Inspection

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.

Comprehensive Plans:

Promote the development and implementation of a Crosslake Community Plan that effectively and efficiently plans for land use, community facilities, transportation, housing, economic development and environmental protection for Crosslake and the immediately surrounding area. (pg. 39)

Agencies Notified and Responses Received:

County Highway Dept: N/A

DNR: N/A

City Engineer: N/A

City Attorney: N/A

Lake Association: No comments were received as of 8-18-16

Township: N/A

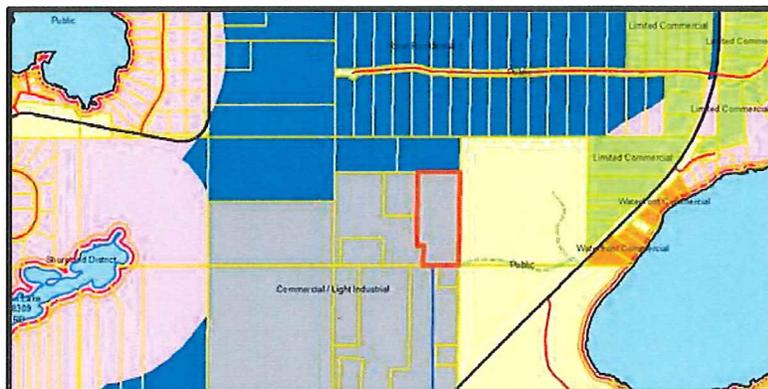
Crosslake Public Works: N/A

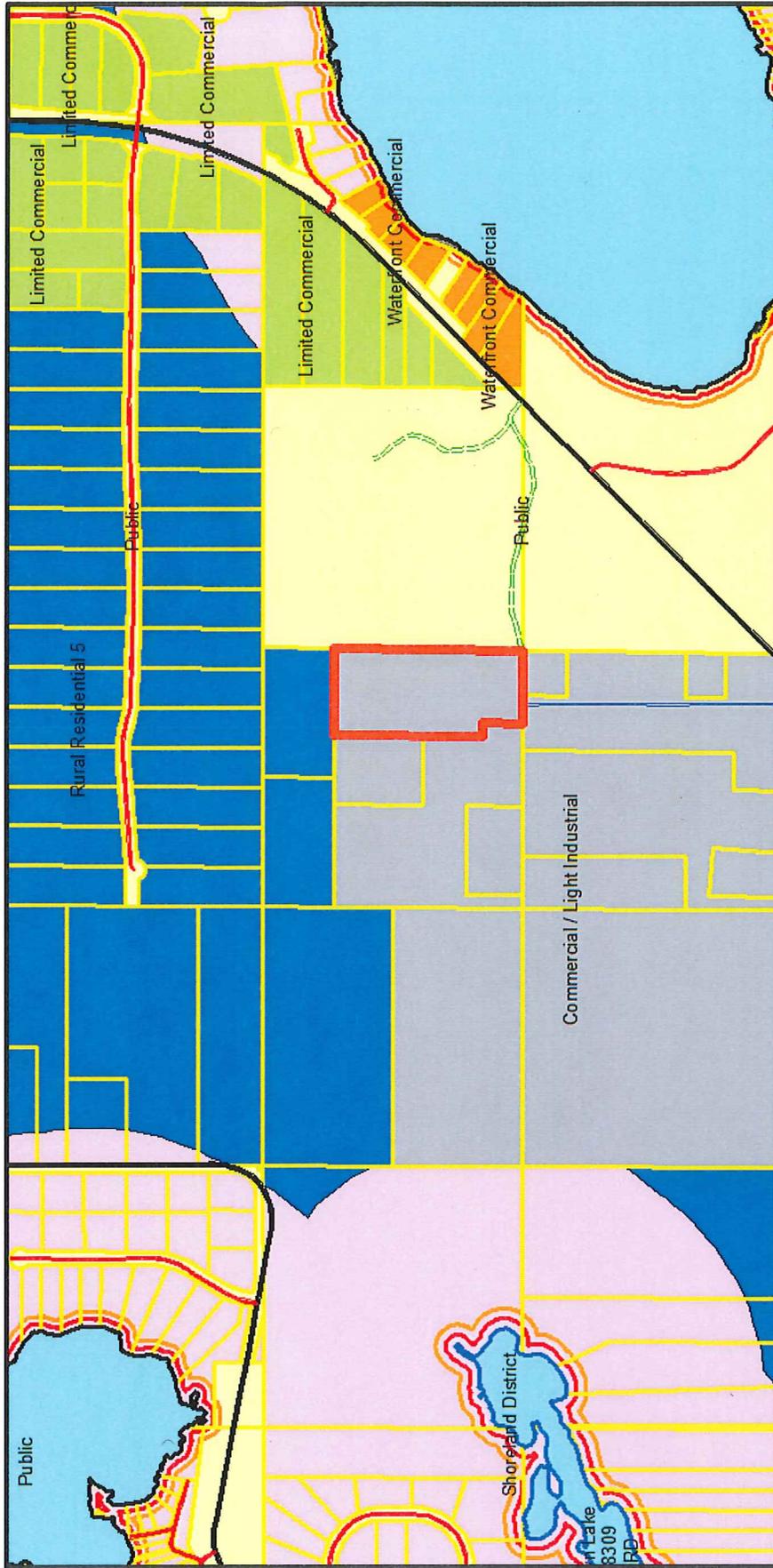
Crosslake Park, Recreation & Library: N/A

Concerned Parties: No comments were received as of 8-8-16

POSSIBLE MOTION:

To make a recommendation to the County Board of Commissioners to approve/table/deny the amendment of the Official Land Use Map from Commerical/Light Industrial to Rural Residential 5 involving approximately 9 acres.







Land Use Map Amendment Application
Planning and Zoning Department

37028 County Rd 66, Crosslake, MN 56442

218.692.2689 (Phone) 218.692.2687 (Fax) www.cityofcrosslake.org



BY: _____

Receipt Number: _____

Permit Number: L 1610124

Property Owner(s): American Nat'l Bank of MN

Mailing Address: P.O. Box 147 Pequot Lakes, MN 56472

Site Address: 33249 Industrial Rd

Phone Number: 218-568-4949

E-Mail Address: lalixunde@bank.com

Parcel Number(s): 120 323 100 B00 009

Legal Description: E. 434.06 ft as Meas ALG N 1/4...

Sec 32 Twp 137 Rge 26 / 27 28

Land Involved: Width: 434 Length: 954 Acres: 9.2

Lake/River Name: N/A

Do you own land adjacent to this parcel(s)? Yes No

If yes, list Parcel Number(s) 120 323 100 CAA 009

Authorized Agent: [Signature]

Agent Address: Same as above

Agent Phone Number: 218-568-4949

Signature of Property Owner(s) [Signature]

Date 7/22/16

Signature of Authorized Agent(s) N/A

Date N/A

Land Use Map Amendment	
<u>CLD</u>	Current Land Use District
<u>PRS</u>	Proposed Land Use District

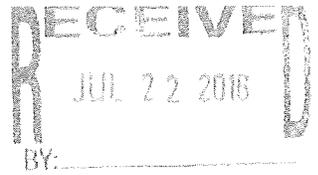
Access	
<input type="checkbox"/>	Public Road
<input checked="" type="checkbox"/>	Easement
Easement recorded: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Septic	
Compliance	<u>12/14/15</u>
SSTS Design	<u>N/A</u>
Installation	<u>N/A</u>

- All applications must be accompanied by a site plan
- Fee \$500 Payable to "City of Crosslake" Due by 8-1-16
- 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 [Signature] Date 7/22/16 Land Use District CLD Lake Class N/A



City of Crosslake Planning Commission/Board of Adjustment

Land Use Map Amendment Application

Findings of Fact

Supporting/Denying a Land Use Map Amendment

Findings shall be made in either recommending approval or denial of a rezoning application, and should reference specific sections of ordinances that apply to the project. The following questions are to be considered, but are not limited to:

1. Is the reclassification in accordance with the City's Comprehensive Plan?

Yes _____ No _____

Why?

2. Is the reclassification warranted due to changed land use circumstances or a need for additional property in the proposed land use district?

Yes X No _____

Present Land Use: Residential

Proposed Land Use: Residential

Why?

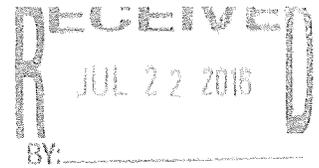
Residential Home currently classified as commercial / Light industrial. New zoning will reflect actual use of the property

3. Is the subject property suitable for development in general conformance with land use standards under the proposed land use district classification?

Yes X No _____

Why?

IT is a residential property at the present time. Nothing about the property is commercial or industrial



4. Will the reclassification be detrimental to uses or property in the immediate vicinity of the subject property?

Yes _____ No X

Why?

Current use will not change so impact to properties in vicinity will be unnoticeable

5. Does the reclassification promote the health, safety, and general welfare of the public?

Yes X No _____

Why?

down zoning from commercial/light industrial
Every body wins

F.1.6.2.

**American National Bank of MN
120323100B00009**

Herzog announced the Land Use Map Amendment request. Kolstad read the Land Use Map Amendment request, history of the parcel, no comments and the surrounding parcel history, along with the district use and size for Commercial/Light Industrial versus the requested Rural Residential 5 into the record. A discussion pursued on what aspects to consider in the decision making process. Hidde of Stonemark Land Surveying, the representative for American National Bank of MN, the applicant, explained the parcel history, the applicants reason for a rezone and what she believes are the reason there are different zones in a community, along with what she observed at the August 25, 2016 on-site on the parcel and of the surrounding area. Nevin initiated a discussion concerning the uses in each of the districts and the possible repercussions of decreasing the Commercial/Light Industrial zone. Hidde asked if a CUP would be needed to do any further residential development on this parcel in the current Commercial/Light Industrial zone, since the ordinance now requires a CUP to build a residential structure in the Commercial/Light Industrial zone. The Commissioners asked Kolstad to do some additional research for the City Council meeting. Herzog opened the public hearing with no response, therefore the public hearing was closed. Herzog asked if any of the commissioners had additional questions. It was stated and clarified that the Commissioners are giving the City Council a recommendation with final motion coming from the City Council. Herzog requested Kolstad to initiate the findings of fact procedure with the board members deliberating and responding to each question.

August 26, 2016 Action:

Motion by Nevin; supported by Knippel to recommend to the Crosslake City Council the approval of the amendment of the Official Land Use Map from Commercial/Light Industrial to Rural Residential 5 involving approximately 9 acres located at 33249 Industrial Road, Crosslake, MN 56442 and to take into consideration the needs of the city for the Commercial/Light Industrial zone uses

Per the findings of fact as discussed and the on-site conducted on 8-25-16 and as shown on the certificate of survey received at the Planning & Zoning office dated 12-23-15 for property located at 33249 Industrial Road, Crosslake, MN 56442

Conditions:

1. None

Findings: See attached

Herzog, Knippel, Lafon, and Nevin voting "Aye" and Kuker voting "Opposed", four to one (4:1), Motion carried.

August 26, 2016

F.1.b.3.

FINDINGS OF FACT

SUPPORTING/DENYING A LAND USE MAP AMENDMENT REQUEST

Findings shall be made in either recommending approval or denial of a rezoning application, and should reference specific sections of ordinances that apply to the project. The following questions are to be considered, but are not limited to:

1. Is the reclassification in accordance with the City's Comprehensive Plan?

Yes _____ No X _____

Why?

- **Support the compact, efficient and orderly growth of all urban development, including residential, commercial and industrial areas. Strengthen the distinction between the urban city and the rural countryside with well planned and carefully coordinated services appropriate to the distinct needs of each. (pg. 47)**

2. Is the reclassification warranted due to changed land use circumstances or a need for additional property in the proposed land use district?

Yes X (Nevin, Kuker & Herzog) _____ No X (LaFon & Knippel) (3:2)

Present Land Use: Commercial/Light Industrial Proposed Land Use: Rural Residential 5
Why?

- **Land use has not changed**
- **No need for additional property in the proposed Rural Residential 5 district**

3. Is the subject property suitable for development in general conformance with land use standards under the proposed land use district classification?

Yes X _____ No _____

Why?

- **There is more than adequate area to meet all required setbacks and impervious requirements for Rural Residential 5 as observed on the 8-25-16 Planning Commission/Board of Adjustment on-site**
- **There is adequate ingress/egress onto Industrial Road**

4. Will the reclassification be detrimental to uses or property in the immediate vicinity of the subject property?

Yes _____ No X _____

Why?

- **There is a mixed use of residential and commercial uses in the neighborhood as observed at the Planning Commission/Board of Adjustment on-site August 25, 2016**
- **The majority of the property along Industrial Road and to the west is Commercial/Light Industrial with public property to the east**

5. Does the reclassification promote the health, safety, and general welfare of the public?

Yes X No _____

Why?

- There is adequate ingress/egress onto Industrial Road
- Rezoning is not a factor

Decision: Motion by Nevin; supported by Knippel to recommend to the Crosslake City Council the approval of the amendment of the Official Land Use Map from Commercial/Light Industrial to Rural Residential 5 involving approximately 9 acres located at 33249 Industrial Road, Crosslake, MN 56442 and to take into consideration the needs of the city for the Commercial/Light Industrial zone uses

Per the findings of fact as discussed and the on-site conducted on 8-25-16 and as shown on the certificate of survey received at the Planning & Zoning office dated 12-23-15 for property located at 33249 Industrial Road, Crosslake, MN 56442

Conditions:

1. None

Findings: As listed above

Herzog, Knippel, Lafon, and Nevin voting "Aye" and Kuker voting "Opposed", four to one (4:1), Motion carried.

Date: 9/23/16

Signature: _____
Chairman



F. 1. b. 4.

**City of Crosslake
Planning Commission/Board of Adjustment**

Summary of Record

American National Bank of MN – Sec 32, 120323100B00009, located at 33249 Industrial Road, Crosslake, MN 56442

Request:

- To amend the Official Land Use Map on parcel 120323100B00009 Commercial/Light Industrial to Rural Residential 5 involving approximately 9 acres.

Chronology of events:

- July 22, 2016 – Development Review Team Meeting
- July 22, 2016 – Application submitted
- August 9, 2016 – Published in local newspaper
- August 11, 2016 – Notices sent out
- August 25, 2016 – Planning Commission/Board of Adjust on-site
- August 26, 2016 – Planning Commission/Board of Adjust meeting – Decision made to recommend approval of the land use map amendment from Commercial/Light Industrial to Rural Residential 5
- August 11, 2014 – Crosslake City Council Meeting – Decision to deny/approve the land use map amendment from Commercial/Light Industrial to Rural Residential 5

Packet Information:

- City Council Minutes
- Planning Commission/Board of Adjust Minutes & Findings
- Meeting Decision
- Publication
- Public Hearing Notice
- Staff Report
- Development Review Team Minutes
- Certificate of Survey
- Wetland Statement
- Land Use Map Amendment Application/Findings of Fact
- Septic Compliance Inspection

Correspondence:

- No correspondence received

F. 2. a.



Brainerd/Baxter
7804 Industrial Park Road
PO Box 2720
Baxter, MN 56425-2720

218.829.5117
218.829.2517
Brainerd@wsn.us.com

WidethSmithNolting.com

September 2, 2016

Honorable Mayor and City Council
City of Crosslake
37028 County Road 66
Crosslake, MN 56442

**RE: Proposal for Engineering Services
2017 Crosslake Street Improvements – Design, Bidding, and Construction Phase Services**

Dear Mayor and Council Members:

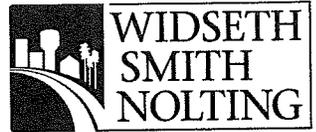
Wideth Smith Nolting is providing this letter proposal for consideration of the City Council related to the preparation of plans, specifications, and contract bidding documents that will be needed for the proposed 2017 Street Improvements. This proposal also provides an estimate of the construction phase engineering services that will be needed during construction. This proposal is based on the improvements as described in year 2017 of the 5-Year Capital Improvement Plan (attached) for the following roadways:

- Anchor Point Road Resurfacing and Extended Shoulder (Trail)
- Daggett Bay Road Resurfacing (No sanitary sewer extension)
- Milinda Shores Road Resurfacing
- East Shore Road Resurfacing
- Tamarack Road Segment Re-alignment/Reconstruction

Proposed Scope of Services – Design and Bidding Phase

1. A topographic survey of selected road corridors will be completed for design purposes. A Gopher State utility locate will be requested to mark the location of existing underground utilities; utilities that are marked will be surveyed and included in the plans.
2. We will contact Braun Intertec to provide a proposal to the City for completion of soil borings and report in the Tamarack Road re-alignment corridor. This work will be billed directly to the City, and is not part of this proposal. We estimate this cost to be in the range of \$8,000-9,000.
3. Standard geometric roadway design will be completed on Tamarack Road and Anchor Point Road, and plan/profile alignment drawings will be prepared with cross-sections. The other roadways will consist of pavement resurfacing, and should not require surveying for preparation of plan/profile drawings.
4. We anticipate all proposed roadway improvements will be located within existing right-of-way and easements. If it is determined during the design process that easements are needed in certain areas, we will complete easement drawings and legal descriptions on an hourly basis, and work with the City Attorney to acquire the necessary easements from landowners.
5. Tamarack Road realignment will impact wetlands, and require wetland permitting. The City has authorized the wetland delineation work to be completed by WSN this fall, which is necessary to be done while wetland vegetation is still "leaf-on". This proposal includes proceeding to the next step required for wetland permitting, which will include meeting with the Technical Evaluation Panel (TEP) consisting of County Soil and Water, Corps of Engineers, DNR, and Board of Water and Soil Resources (BWSR) staff. We will prepare the wetland fill application on behalf of the City. Pending the results of the permitting process, the City may be eligible for mitigation credit at no cost through the Local Government Roads Wetland Replacement Program.
6. Special Provisions (technical specifications), General Contract Provisions, and other required standard bidding documents will be prepared by WSN.
7. An engineering estimate of construction cost will be prepared following completion of final plans.
8. The completed bidding documents will be publicly advertised after the City has reviewed and approved the plans. We will answer bidder questions, issue Addenda as needed, and assist with the bid opening.
9. We will prepare a Bid Tabulation, and make a recommendation for award of the Contract based on the outcome of the bidding process.

The WSN fees proposed to complete the Design and Bidding Phase Services outlined above total **\$120,000**. These design fees include WSN staff time and expenses.



Honorable Mayor and City Council
September 2, 2016
Page 2 of 2

Proposed Scope of Services – Construction Phase

- 10. Material testing and compaction (aggregates and bituminous mixtures) will be completed by Braun Intertec as needed to provide quality assurance. We have estimated approximately \$5,000-6,000 for material testing, which will be billed directly to the City by Braun.
- 11. We will review Contractor shop drawings and material submittals.
- 12. We will provide construction staking necessary for the Contractor to construct the improvements in compliance with the approved Plans.
- 13. We will interpret the Special Provisions and Contract Documents, and provide Construction Administration services on behalf of the City.
- 14. We will observe the construction at critical phases as it progresses for the purpose of verifying compliance with the approved Plans and specifications.
- 15. We will review payment requests, and recommend payments to the City.
- 16. We will assist the City with standard project close-out procedures. Record drawings of completed projects are not normally done for roadway projects not involving construction of City utilities; this proposal does not include preparation of record (as-built) drawings.

We propose to complete the Construction Phase Services for the scope of work described above, including our time and expenses, for **\$71,500**, and anticipating the Contractor will complete the project within a 60-day period.

WSN fees will be billed on an hourly basis in accordance with the attached Fee Schedule. The total WSN fees proposed are **\$191,500**. If the City is agreeable to this proposal, please sign and return one copy to us as our notice to proceed. Thank you for this opportunity to provide our services to the City of Crosslake.

Very truly yours,

Widseth Smith Nolting

David S. Reese, P.E.
Civil Engineer | Vice-President

Attachments: General Provisions of Professional Services Agreement
 WSN 2016 Fee Schedule

Proposed by Widseth Smith Nolting

Kevin B. Wernberg, Executive Vice President



Accepted by City of Crosslake: The above proposal is satisfactory and WSN is authorized to do the work as specified and in accordance with the attached General Conditions. Payment will be made monthly in accordance with the terms on the attached fee schedule.

Steve Roe, Mayor

Date

Dan Vogt, City Administrator

Date

CITY OF CROSSLAKE - 5-YEAR CAPITAL IMPROVEMENT PLAN (2017-2020 PLUS 5-10 YEAR PROJECT ESTIMATES)							LAST UPDATED: 8/22/16	
YEAR	ROAD/BRIDGE/TRAIL/UTILITY	LENGTH OF ROAD (MILES)	DESCRIPTION OF IMPROVEMENTS	ESTIMATED 2016 COST (NO INFLATION FACTOR APPLIED)				FUNDING SOURCE
				ROAD	TRAIL	SAN.SWR.	BRIDGE	
2017	DREAM ISLAND BRIDGE (CONSTRUCTION)	NA	REPLACE THE DREAM ISLAND BRIDGE WITH PRE-CAST BEAM (PARTICIPATING)				\$454,500	BRIDGE BOND
	DREAM ISLAND BRIDGE (CONSTRUCTION)		REPLACE THE DREAM ISLAND BRIDGE WITH PRE-CAST BEAM (NON-PARTICIPATING)				\$80,000	50% CITY / 50% ASSESSED
	ANCHOR POINT ROAD	1.50	RECLAIM/REPAVE	\$511,000				CITY FUNDS
	ANCHOR POINT TRAIL (EXTENDED SHOULDER)	1.50	6' EXTENDED SHOULDER (TRAIL)		\$231,000			CITY FUNDS
	DAGGETT BAY ROAD	0.16	RECLAIM/REPAVE	\$53,000				CITY FUNDS
	MILINDA SHORES ROAD	0.78	RECLAIM/REPAVE	\$177,000				CITY FUNDS
	EAST SHORE ROAD	0.52	RECLAIM/REPAVE	\$141,000				CITY FUNDS
TAMARACK ROAD SEGMENT	0.09	RE-ALIGN AND RECONSTRUCT NEW CURVE ALIGNMENT / APPLY FOR WETLAND FILL PERMITS	\$179,000				CITY FUNDS	
				\$1,061,000	\$231,000		\$40,000	TOTAL CITY 2017 \$1,332,000
2018	MANHATTAN POINT BOULEVARD	0.62	RECONSTRUCT FROM WHITEFISH AVENUE TO CSAH 66	\$361,000				CITY FUNDS
	MANHATTAN POINT BOULEVARD TRAIL	0.62	NEW TRAIL FROM WHITEFISH AVENUE TO CSAH 66		\$188,000			CITY FUNDS
	CSAH 66 TRAIL FROM EXISTING TRAIL ENDPOINT TO MANHATTAN POINT BOULEVARD/CSAH 66 INTERSECTION	1.25	NEW TRAIL - CONSTRUCTION ALONG CSAH 66		\$251,000			CITY FUNDS
				\$361,000	\$439,000			TOTAL CITY 2018 \$800,000
2019	MANHATTAN POINT BOULEVARD	1.65	RECLAIM/REPAVE - WHITEFISH AVENUE TO THE 2010 PROJECT	\$588,000				CITY FUNDS
				\$588,000				TOTAL CITY 2019 \$588,000
2020	NORWAY TRAIL	0.30	NEW PAVEMENT (ASSESSED)	\$78,000				50% CITY / 50% ASSESSED
	BROOK STREET	0.24	RECLAIM/REPAVE	\$72,000				CITY FUNDS
	KIMBALL ROAD	0.34	RECLAIM/REPAVE	\$107,000				CITY FUNDS
	Daggett Bay Road, Norway Trail, Brook Street, Kimball Road	1.04	SANITARY SEWER COST MINUS ROAD COSTS FROM 2010 SANITARY SEWER EXTENSION STUDY - TOTAL PROJECT ESTIMATE - \$1,050,000 PLUS 3% INFLATION INCREASE PER YEAR TO DATE.			\$1,140,200		CITY FUNDS / SAC
				\$218,000		\$1,140,200		TOTAL CITY 2020 \$1,358,200
>5 YRS	LAKE STREET	0.23	RECLAIM/REPAVE	\$57,000				CITY FUNDS
	PERKINS ROAD	0.24	RECLAIM/REPAVE	\$68,000				CITY FUNDS
	SHAFER ROAD	0.50	RECLAIM/REPAVE	\$134,000				CITY FUNDS
	ANTLER ROAD	0.22	RECLAIM/REPAVE	\$53,000				CITY FUNDS
	VISTA DRIVE	0.23	RECLAIM/REPAVE	\$56,000				CITY FUNDS
	SCENIC COURT	0.10	RECLAIM/REPAVE	\$29,000				CITY FUNDS
	BIRCH NARROWS ROAD	0.65	RECLAIM/REPAVE	\$160,000				CITY FUNDS
	WILD WIND RANCH DRIVE	0.27	RECLAIM/REPAVE	\$64,000				CITY FUNDS
	SUMMIT AVENUE	0.10	RECLAIM/REPAVE	\$28,000				CITY FUNDS
	RUSHMOOR BOULEVARD	0.47	RECLAIM/REPAVE	\$117,000				CITY FUNDS
	BROOKWOOD CIRCLE	0.18	RECLAIM/REPAVE	\$47,000				CITY FUNDS
	ARROWHEAD LANE	0.56	RECLAIM/REPAVE	\$138,000				CITY FUNDS
	SUNRISE ISLAND ROAD	0.30	RECLAIM/REPAVE	\$78,000				CITY FUNDS
				\$1,029,000				TOTAL CITY 2021-2025 \$1,029,000

NOTE: Bituminous pavement construction estimated at \$62/ton for City projects.

F.3.a.

Staff Report - Crosslake Parks, Recreation & Library

Date: September 8, 2016

To: Crosslake City Council

From: Jon Henke, Director of Parks, Recreation & Library J.H.

1. AAA

The next AAA senior driving refresher courses will be held on September 15th from 9-1 and also October 6th from 9-1. Call AAA to register at 888-234-1294.

2. Pequot Lakes Cross Country Meet

Pequot Lakes High School held a three team cross country meet utilizing the Nordic Ridge Recreation Trails on Thursday September 8th. This is the second year in a row that this event was held at the Crosslake Community Center Park.

3. Pequot Lakes Tennis Tournament

Pequot Lakes High School will be hosting a high school tennis tournament at the Community Center Tennis Courts on Saturday, September 17th from 9-4.

4. Crosslake Disc Golf Classic

The PAL Foundation will play host to the annual Crosslake Disc Golf Classic on Saturday September 24th at 2:00 p.m. Registration is \$10. Prizes will be awarded for the top finishers. Register on site the day of the event.

5. Soccer in Crosslake

Once again the Crosslake Soccer Program has had good participation. We have close to 40 kids registered to play this year. Program levels include K/1, 2/3 and 7-12th. A special thanks to our coaches this year - Jenny and Jeremy Max and Chris Cleath.

6. Improvements at the Community Center

The Community Center has a new floor. Patrons have provided positive comments about this new addition. The Community Center gymnasium has also received an upgrade with the addition of new LED lighting. The addition of the new lights was a joint effort between the City of Crosslake and Crow Wing Power. The new lights are not only brighter but they will also save the City money because of their efficiency. A special thank you is extended to Crow Wing Power.

The PAL Foundation provided the necessary funding to install two winches in the gym to raise and lower the basketball standards. The ability to raise and lower the baskets allows us to add one more Pickleball Court to the gym. This improvement will also enhance volleyball play at the Center.

7. Trail Rides

The Community Center and local volunteers continue to offer free trail rides on Wednesday mornings at 10, 11 and 12. Please call ahead to make your reservation.

8. Annual Halloween Party

The Community Center will host our annual Halloween Party on Saturday October 29th from noon-2 p.m. This event is geared towards children up to 10 years of age. The party would not be possible without the help from our local Lions Club and also the volunteers that donate their time to man all the fun games.

9. Increase for Silver Sneakers Instructor

The Park Department is recommending a \$1.00 per class increase for Silver Sneakers Fitness Instructor Donna Keiffer. Donna has been teaching classes at the Community Center for 19 years.

Council Action/Motion

10. ROW Lake Access Update

The Park Commission reviewed signage wording, permit application verbiage and the Lake Access Use Permit at their August 24th Commission Meeting.

The Commission is recommending the use of the yellow rectangular sticker for the Lake Access Use Permit. The permits would be good for three years and would be displayed on the tongue of the owner's trailer. These permits could be printed in house for minimal cost. Permit fee is \$20.

The Park Commission amended the draft for the Lake Access Use Permit Application to clarify that parking would be regulated at each site and also that parking would not be allowed on the street within 200' of the specific Lake Access ROW's.

As a side note - parking will only be allowed at the Robert Street Access. It is yet to be determined how many spots will be available at this location.

Invasive Species Signs have been installed at the four designated ROW Accesses.

The Commission also discussed verbiage for the signs that will be placed at the four designated ROW Accesses.

Example of Sign:

A City of Crosslake Right of Way (ROW) Launch Permit is required for use of Crosslake ROWs as of November 15, 2016. The purpose of the permit is to manage the spread of invasive species.

ROW rules are as follows:

- * A valid ROW Launch Permit must be displayed on ALL trailers entering the water at this site.
- * No street parking is allowed within 200' of this ROW.
- * Acquisition of a 3 year Launch Permit is required to use this access. Permits are available at Crosslake City Hall. 218-692-2688.
- * Parking is regulated at each site.
- * Violators will be fined.
- * Launch Permit is not required for walk in access for Canoes, Kayaks or Paddleboards
- * Permit is not required at DNR or US Army Corps of Engineers Public Boat Accesses