

**AGENDA  
REGULAR COUNCIL MEETING  
CITY OF CROSSLAKE  
MONDAY, SEPTEMBER 14, 2015  
7:00 P.M. – CITY HALL**

**A. CALL TO ORDER**

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

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

1. Budget Workshop Meeting Minutes of August 6, 2015
2. Regular Council Meeting Minutes of August 10, 2015
3. Special Council Meeting Minutes of September 3, 2015
4. City – Month End Revenue Report dated August 2015
5. City – Month End Expenditures Report dated August 2015
6. August 2015 Budget to Actual Analysis
7. Pledged Collateral Reports from Mike Lyonais
8. Crosslake Communications Balance Sheet, Income Statement and Detail of Reserve Balances dated 7/31/15
9. Crosslake Communications Check Register for 7/1/15 to 7/31/15
10. Crosslake Communications Advisory Board Meeting Minutes of August 28, 2015
11. Crosslake Communications Customer Counts
12. Crosslake Police Department Report – August 2015
13. Crosslake Police Department Report for Mission Township – August 2015
14. Fire Department Report – August 2015
15. North Memorial Ambulance Run Report – August 2015
16. Monthly Planning and Zoning Statistics
17. Planning and Zoning Commission Meeting Minutes of July 24, 2015
18. Letter dated August 26, 2015 from Crow Wing County Engineer Re: 2016 Seal Coat
19. Letter dated August 26, 2015 from Crow Wing County Engineer Re: County Road 16 Future Highway Project
20. Crosslake Park/Library Commission Meeting Minutes of July 22, 2015
21. Staff Report dated September 9, 2015 from Jon Henke Re: Hiring for the Park Department
22. Crosslake Roll-Off Recycling Report for August 2015
23. Economic Development Authority Meeting Minutes of August 5, 2015
24. Resolution Accepting Donations
25. 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. CRITICAL ISSUES**

1. Sheriff Todd Dahl – Annual Public Safety Update

## **E. MAYOR'S REPORT**

1. Notice to Public of Possible Quorum of Council at Crosslake Day's Chili Cook Off

## **F. CITY ADMINISTRATOR'S REPORT**

1. Memo dated September 10, 2015 from City Clerk Re: Copier Lease (Council Action-Motion)
2. Memo dated September 10, 2015 from City Clerk Re: Planning and Zoning Commissioner Stipend (Council Action-Motion)
3. LG214 Premises Permit Application from Merrifield Marathons Inc for Gambling at The Cedar Chest (Council Action-Motion)
4. Discussion of Duties and Responsibilities of Elected Officials
  - a. Letter dated August 31, 2015 from Jon Kolstad Re: Incident of August 25, 2015
  - b. Memo dated September 8, 2015 from City Administrator Dan Vogt Re: Duties and Responsibilities of Elected Officials

## **G. COMMISSION REPORTS**

### **1. PLANNING AND ZONING**

- a. Island Lake Storage Company LLC Metes and Bounds Subdivision (Council Action-Motion)
  1. Planning and Zoning Commission Public Hearing Packet of August 28, 2015
  2. Summary of Record Re: Island Lake Storage Subdivision
  3. Draft Planning and Zoning Commission Meeting Minutes of August 28, 2015
  4. Memo dated September 9, 2015 from Jon Henke Re: Park Dedication Recommendation

### **2. CROSSLAKE COMMUNICATIONS**

- a. Highlights Report for August 2015

### **3. PARK AND RECREATION/LIBRARY**

- a. Staff Report dated September 8, 2015 from Jon Henke (Council Action-Motion)

### **4. PUBLIC WORKS COMMISSION**

- a. Public Works Meeting Minutes of September 8, 2015
  1. Letter dated September 10, 2015 from WSN RE: Dream Island Bridge Replacement – Supplemental Proposal (Council Action-Motion)
  2. Letter dated August 5, 2015 from WSN Re: Proposal for Engineering Services - Milinda Shores Bridge Channel Reinforcement Review (Council Action-Motion)

## **H. CITY ATTORNEY REPORT**

1. Closed Session pursuant to M.S. 13D.05, Subd. 3b subject to attorney client privilege to discuss pending litigation/ Jerry Bilski Road Vacation

## **I. OLD BUSINESS**

## **J. NEW BUSINESS**

**K. 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.**

## **L. ADJOURN**

B.  
1.

BUDGET WORKSHOP  
CITY OF CROSSLAKE  
THURSDAY, AUGUST 6, 2015  
2:00 P.M. – CITY HALL

The Council for the City of Crosslake held a budget workshop on July 16, 2015. The following Council Members were present: Steve Roe, Mark Wessels, Gary Heacox, and Dave Schrupp. Brad Nelson was absent. 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, EDA President Patty Norgaard and David Drown of David Drown Associates, Inc.

Mayor Roe called the meeting to order at 2:00 P.M.

MOTION 08S1-01-15 WAS MADE BY MARK WESSELS AND SECONDED BY DAVE SCHRUPP TO APPROVE THE FOLLOWING DATES AND TIMES FOR LEVY HEARINGS AND CERTIFICATIONS: 1.) CERTIFY PRELIMINARY LEVY ON SEPTEMBER 14, 2015 AT REGULAR COUNCIL MEETING AT 7:00 P.M.; 2.) PUBLIC INFORMATION MEETING TO TAKE COMMENTS FROM THE PUBLIC ON BUDGET AND LEVY ON DECEMBER 14, 2015 AT 6:00 P.M.; 3.) CERTIFY FINAL LEVY ON DECEMBER 14, 2015 AT REGULAR COUNCIL MEETING AT 7:00 P.M. MOTION CARRIED WITH ALL AYES.

David Drown appeared before the Council and gave an update on capital planning and funding. Mr. Drown stated that the Council should include regular road maintenance costs, routine repairs, minor equipment and replacement vehicles in the yearly budgets and should avoid financing for such items. Mr. Drown presented a 5-Year Capital Plan Summary showing revenue sources for proposed projects compared to proposed capital expenses. The yearly average for proposed capital expenditures in the next 5 years is approximately \$1,500,000. If the Council chooses to not increase the levy for capital expenditures, new debt will be necessary and the City loses its ability to pay cash for any future projects. Mr. Drown presented examples of how an increase of \$150,000, \$200,000 or \$300,000 to the capital improvement plan levy could make an impact on cash purchases verses bonding. Mr. Drown encouraged the Council to consider adopting a Financial Planning and Capital Funding Policy which would prevent unwelcome surprises to capital expense budget. The City's goal should be to pay 80% of its projects with cash and 20% with bonds. Although future Councils could change or eliminate the policy, it is important for the present Council and staff to respect the policy.

Dan Vogt stated that the policy would be a plan and that plans are changeable. If capital needs change, the policy can change. The Council could reduce or eliminate projects so that the impact on the levy is smaller. Mark Wessels stated that he liked the concept, however, the dollar amount was high and asked if some projects could be spread out over time. Steve Roe agreed with Mr. Wessels and asked if, for example, it was necessary to widen the roads as they as repaired. Ted Strand responded that the current roads are not built for the volume of traffic that is on them and that many roads require a new base.

A discussion ensued regarding the impact to individual property tax amounts if the Council were to increase the levy by \$300,000. For a home valued at \$300,000, the tax increase would be approximately \$300 per year. Steve Roe asked Mr. Drown if it would be better to phase the increase in or to do it all at once. Mr. Drown replied that in his experience, tax payers will be less angry if the increase only happens one time.

Dave Schrupp suggested that the Council consider changing the road improvement policy so that roads are not required to be widened which would slow drivers down and decrease cost of road improvements. Ted Strand argued that widened roads allow for less storm damage in the roads. Mark Wessels suggested that the City do more repairing of roads than replacing. Ted Strand stated that there are a few very old roads that need to be completely redone, including a new base. Newer roads built in the last 20 years can be patched.

Ted Strand suggested that the Council consider hiring a new City Engineer.

Although the Council is considering changes to the 2016 budget, Dan Vogt reported that the levy could be set high and then reduced before the final certification in December. Gary Heacox noted that the levy needs to increase at least 10% to cover the elimination in revenue from the phone company transfer. Proposed capital expenditures could raise the levy to 20%.

MOTION 081S-02-15 WAS MADE BY DAVE SCHRUPP AND SECONDED BY MARK WESSELS TO ASK WSN TO PROVIDE THE COUNCIL NEW COSTS TO THE 5-YEAR CAPITAL IMPROVEMENT PLAN WITH THE ELIMINATION OF "WIDENED ROADS", COSTS OF PLAN WITH AND WITHOUT TRAILS, AND COSTS FOR A VARIETY OF TRAIL MATERIALS. MOTION CARRIED WITH ALL EYES.

The Council directed staff to bring a Capital Planning Policy to the next budget meeting for consideration.

Mike Lyonais reported that the City received the first half of the State's Small City Assistance funding in the amount of just over \$31,000 to be used for roads maintenance. The assistance is not to be used on bridge repairs and construction.

Chief Hartman reported that the City could save money by ordering the 2016 squad in 2015. The City could not take possession or expend any funds until 2016. MOTION 08S1-03-15 WAS MADE BY MARK WESSELS AND SECONDED BY DAVE SCHRUPP TO ALLOW THE POLICE DEPARTMENT TO ORDER THE 2016 FORD EXPLORER AT THIS TIME. MOTION CARRIED WITH ALL EYES.

Dave Schrupp reported that the Public Works Commission reviewed a study done by Minnesota Rural Water Association of the City's sewer rates. The City currently does not receive enough revenue from sewer rates to cover the day-to-day operating costs. The Public Works Commission recommended increasing the monthly rates by \$8.00 per month. MOTION 08S1-04-15 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO APPROVE THE INCREASE TO MONTHLY SEWER RATES BY \$8.00 PER MONTH (RESIDENTIAL RATES INCREASE FROM \$37 TO \$45 PER MONTH; COMMERCIAL RATES INCREASE

FROM \$37 PER 8,000 GALLONS PER MONTH TO \$45 PER 8,000 GALLONS PER MONTH.) MOTION CARRIED WITH ALL AYES.

The Council set a final budget workshop on Thursday, September 3, 2015 at 2:00 P.M. A time limit of 2 hours will be set.

There being no further business at 4:25 P.M., MOTION 08S1-05-15 WAS MADE BY MARK WESSELS AND SECONDED BY STEVE ROE TO ADJOURN THE MEETING. MOTION CARRIED WITH ALL AYES.

Respectfully Submitted,

Charlene Nelson  
City Clerk

DRAFT

B.  
2.

**REGULAR COUNCIL MEETING  
CITY OF CROSSLAKE  
MONDAY, AUGUST 10, 2015  
7:00 P.M. – CITY HALL**

The Crosslake City Council met in the Council Chambers of City Hall on Monday, August 10, 2015. The following Council Members were present: Mayor Steve Roe, Gary Heacox, Mark Wessels, Dave Schrupp, and Brad Nelson. Also present were City Administrator/Consultant Dan Vogt, Finance Director/Treasurer Mike Lyonais, City Clerk Char Nelson, Police Chief Bob Hartman, Park Director Jon Henke, Crosslake Communications Local Manager Debby Floerchinger, Crow Wing County Land Service Supervisor Chris Pence, Crow Wing County Land Service Specialist Jon Kolstad, City Attorney Brad Person, City Engineer Dave Reese, and Echo Publishing Reporter Dan Determan. There were approximately eleven 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-01-15 WAS MADE BY BRAD NELSON AND SECONDED BY MARK WESSELS TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.
- B. CONSENT CALENDAR** – MOTION 07R-02-15 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 13, 2015;
  2. BUDGET WORKSHOP MEETING MINUTES OF JULY 16, 2015;
  3. JOINT CITY COUNCIL/CROSSLAKE COMMUNICATIONS ADVISORY BOARD MEETING MINUTES OF JULY 28, 2015;
  4. CITY – MONTH END REVENUE REPORT DATED JULY 2015;
  5. CITY – MONTH END EXPENDITURES REPORT DATED JULY 2015;
  6. JULY 2015 BUDGET TO ACTUAL ANALYSIS;
  7. PLEDGED COLLATERAL REPORTS FROM MIKE LYONAIS;
  8. CROSSLAKE COMMUNICATIONS BALANCE SHEET, INCOME STATEMENT AND DETAIL OF RESERVE BALANCES DATED 6/30/15;
  9. CROSSLAKE COMMUNICATIONS CHECK REGISTER FOR 6/1/15 TO 6/30/15;
  10. CROSSLAKE COMMUNICATIONS CUSTOMER COUNTS;
  11. FIRE DEPARTMENT REPORT – JULY 2015;
  12. PLANNING AND ZONING COMMISSION MEETING MINUTES OF JUNE 26, 2015;
  13. CROW WING COUNTY WATER PLAN NEWS DATED JULY 21, 2015;
  14. PUBLIC WORKS MEETING NOTES OF JULY 6, 2015;
  15. PUBLIC WORKS MEETING NOTES OF AUGUST 3, 2015;
  16. CROSSLAKE PARK/LIBRARY COMMISSION MEETING MINUTES OF JUNE 24, 2015;
  17. CROSSLAKE ROLLOFF RECYCLING REPORT FOR JULY 2015;
  18. WASTE PARTNERS RECYCLING REPORT FOR JUNE 2015;
  19. EDA MEETING MINUTES OF JULY 1, 2015;
  20. BLAEDC 2<sup>ND</sup> QUARTER ACTIVITY REPORT;
  21. RESOLUTION NO. 15-13 ACCEPTING DONATIONS;

- 22. CITY-COUNTY-TOWNSHIP ROADWAY MAINTENANCE AND CONSTRUCTION COORDINATING MEETING MINUTES OF JULY 27, 2015;
- 23. MMUA 2015-2016 SAFETY MANAGEMENT PROGRAM CONTRACT;
- 24. NORTH MEMORIAL AMBULANCE RUN REPORT – JULY 2015;
- 25. BILLS FOR APPROVAL IN THE AMOUNT OF \$98,779.32;
- 26. ADDITIONAL BILLS FOR APPROVAL IN THE AMOUNT OF \$52,120.49;
- 27. CROSSLAKE POLICE DEPARTMENT MONTHLY REPORT – JULY 2015;
- 28. CROSSLAKE POLICE DEPARTMENT MISSION TOWNSHIP MONTHLY REPORT – JULY 2015; AND
- 29. CORRECTION TO PAGE 5 OF JULY 13, 2015 COUNCIL MEETING MINUTES. MOTION CARRIED WITH ALL AYES.

**C. PUBLIC FORUM – None.**

- D. CRITICAL ISSUES –** Cindy Myogeto of the Chamber of Commerce gave an update on Crosslake Days celebration to be held September 24-26 and request approval to hold the Annual Chili Cook Off. Activities will include outdoor movie night, disc golf tournament, car show, craft show and open house at Fire Department. MOTION 08R-03-15 WAS MADE BY MARK WESSELS AND SECONDED BY DAVE SCHRUPP TO GRANT PERMISSION TO THE CHAMBER OF COMMERCE TO HOLD A CHILI COOK-OFF IN THE CITY OF CROSSLAKE ON SEPTEMBER 26<sup>TH</sup>. MOTION CARRIED WITH ALL AYES.

**E. MAYOR’S REPORT –**

- 1. MOTION 08R-04-15 WAS MADE BY DAVE SCHRUPP AND SECONDED BY STEVE ROE TO APPOINT DOUG VIERZBA AS AN ALTERNATE MEMBER TO THE PUBLIC WORKS COMMISSION. MOTION CARRIED WITH ALL AYES.

**F. CITY ADMINISTRATOR’S REPORT**

- 1. Dan Vogt requested that the Council authorize staff to interview and hire an employee to fill the vacant position of Park Maintenance Worker created with the retirement of Terry Kinkaid as of 8/13/15. Steve Roe thanked Mr. Kinkaid for his service to the City. MOTION 08R-05-15 WAS MADE BY MARK WESSELS AND SECONDED BY DAVE SCHRUPP TO MOVE PARK MAINTENANCE WORKER RON HARKIN FROM PART-TIME STATUS TO FULL-TIME STATUS EFFECTIVE AUGUST 17, 2015. MOTION CARRIED WITH ALL AYES.

MOTION 08R-06-15 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO APPROVE THE HIRING OF A PART-TIME PARK MAINTENANCE WORKER AFTER THE INTERVIEWS AND BACKGROUND CHECKS ARE COMPLETED. Mr. Vogt noted that pay would be based on qualifications in accordance with the 2015 AFSCME Union contract. The new hire would serve a six month probationary period. Benefits would be pro-rated based on 32 hours for the first year and adjusted accordingly at the beginning of each following year. Staff will supply the name of the new hire to the Council at the next regular meeting. MOTION CARRIED WITH ALL AYES.

- 2. MOTION 08R-07-15 WAS MADE BY GARY HEACOX AND SECONDED BY BRAD NELSON TO APPROVE RESOLUTION NO. 15-14 INCREASING MONTHLY SEWER

USER FEES FROM \$37 PER EQUIVALENT RESIDENTIAL UNIT (ERU) PER MONTH TO \$45 PER ERU PER MONTH. Dave Schrupp reported that the Public Works Commission discussed this issue at their meeting of August 3<sup>rd</sup> and unanimously recommended an \$8.00 increase to the Council. The City Council reviewed the recommendation at the Budget Workshop on August 6<sup>th</sup>. MOTION CARRIED WITH ALL AYES.

## G. COMMISSION REPORTS

### 1. PLANNING AND ZONING

- a. Jon Kolstad gave a brief summary of year to date permits.
- b. Jon Kolstad presented the Final Plat of Whitefish Business Park. MOTION 08R-08-15 WAS MADE BY STEVE ROE AND SECONDED BY MARK WESSELS TO APPROVE THE FINAL PLAT OF WHITEFISH BUSINESS PARK CONSISTING OF 5 TRACTS INVOLVING 4.53 ACRES OWNED BY KIRK SCHNITKER ON PARCEL #120294100CA0009, PARK DEDICATION FEE IN THE AMOUNT OF \$6,000 IN LIEU OF LAND, THE DEVELOPER'S AGREEMENT DATED AUGUST 5, 2015, AND THE IMPLEMENTATION OF THE STORMWATER MANAGEMENT PLAN. MOTION CARRIED WITH ALL AYES.

MOTION 08R-09-15 WAS MADE BY MARK WESSELS AND SECONDED BY BRAD NELSON TO APPROVE ORDINANCE AMENDMENT NO. 325 NAMING AN UNNAMED ROAD AS ADDI LANE AND ADDING THE ROAD NAME TO THE MASTER ROAD NAME INDEX. MOTION CARRIED WITH ALL AYES.

MOTION 08R-10-15 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO APPROVE THE PUBLICATION OF ORDINANCE AMENDMENT NO. 325 IN SUMMARY FORM IN THE OFFICIAL NEWSPAPER. MOTION CARRIED WITH ALL AYES.

- c. Jon Kolstad presented the proposed revisions to the City of Crosslake Land Use Ordinance (Chapter 26) and asked permission from the Council to begin the 30-day comment period. Proposed revisions include: 1.) Article 11 – Shoreland District Standards. Eliminate Section 26-316 related to residential accessory structures (place in Article 36); 2.) Article 12 – Increase impervious limit from 15% to 25% on Rural Residential 5 parcels; 3.) Article 33 – Signs. Adds requirements for multi business pylon signs and sets criteria for the display of signs; 4.) Article 36 – Accessory Structure. Limits accessory structure size to 1,200 square feet per building on parcels which are 2 acres or less. Establishes increased setbacks for accessory structures between 901 square feet and 1,200 square feet in size. 5.) Article 43 – Definitions. Define multi business sign.

Mr. Kolstad reported that the Land Use Ordinance revisions would be published for public comments on August 18, 2015 and presented at a public hearing before the Planning Commission on September 25, 2015. Final action request on the ordinance revisions would be presented to the City Council at the regular monthly meeting on October

12, 2015. MOTION 08R-11-15 WAS MADE BY MARK WESSELS AND SECONDED BY DAVE SCHRUPP TO ALLOW THE PUBLIC COMMENT PERIOD TO BEGIN FOR THE PROPOSED REVISIONS TO CHAPTER 26 LAND USE ORDINANCE. MOTION CARRIED WITH ALL AYES.

**2. CROSSLAKE COMMUNICATIONS**

- a. Debby Floerchinger reported that the work has begun on Phase 1 of conversions for the new electronics in the fiber area which is end of life and needs to be replaced by 2017. The Annual Customer Appreciation Open House is scheduled for Wednesday, August 12<sup>th</sup> and a picnic lunch will be served. The Advisory Board is researching the option to add 25 additional Timberwolves games to the contract for the 2015-2016 season. MOTION 08R-12-15 WAS MADE BY STEVE ROE AND SECONDED BY BRAD NELSON TO ADD SEATON LAW TO THE LIST OF PROFESSIONAL ORGANIZATIONS ASSISTING CROSSLAKE COMMUNICATIONS. MOTION CARRIED WITH ALL AYES. Communications staff is beginning work on providing information to the sub-committee recently created by the Council to research options for the vision of Crosslake Communications.

**3. PARK AND RECREATION/LIBRARY**

- a. Jon Henke gave the Council a brief update on senior meals, the fitness room, Silver Sneakers, pickleball, yoga, AAA driving classes, garden volunteers, roof project, paddling in the park, PAL donations, USTA donations, book sale revenue, upcoming Chautauqua presentation, fall soccer program and upcoming Pequot Lakes cross country meet.

**G. CITY ATTORNEY REPORT** – City Attorney Brad Person reported that Jerry Bilski's attorney requested that the Road Vacation matter be tabled until September so that he had time to review the case. Steve Roe replied that he is disappointed with that request because he wanted to move ahead and grant at least part of the vacation for the road right of way for the garages. Mark Wessels stated that the Park & Recreation Commission held a lengthy discussion regarding the matter and would like the Council to approve the proposed resolution tonight. Attorney Person suggested that the Council wait until September so that the Bilski's attorney has time to review the case. MOTION 08R-13-15 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO TABLE ACTION ON THE BILSKI ROAD VACATION APPLICATION UNTIL THE REGULAR SEPTEMBER MEETING. MOTION CARRIED WITH ALL AYES.

**I. OLD BUSINESS** – None.

**J. NEW BUSINESS** – Mark Wessels reported that an email had been sent today by Mr. Schrupp and asked if it should be discussed. Mr. Schrupp replied that the email was for information. Mark Wessels stated that he feels Dan Vogt is doing a great job for the City and appreciates his service. MOTION 08R-14-15 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO EXTEND DJV CONSULTING CONTRACT THROUGH THE END OF 2016. Mr. Wessels noted that there is \$28,000 in the budget for this contract, which is 20% of the former administrator's salary. MOTION CARRIED 3-2 WITH SCHRUPP AND ROE

OPPOSED. Dave Schrupp asked if the Council could review the contract. Attorney Person replied that the contract can be terminated by either party with a 90-day notice.

**K. PUBLIC FORUM** – JoAnn Teich of the Wharf requested that the Council change the ordinance to allow Sunday liquor sales at 8:00 am versus the current 10:00 am at on-sale establishments. The Council will consider a change at the next regular meeting.

**L. ADJOURN** – MOTION 08R-15-15 WAS MADE BY DAVE SCHRUPP AND SECONDED BY BRAD NELSON TO ADJOURN THE MEETING AT 8:00 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,

Charlene Nelson  
City Clerk  
Deputy Clerk/Minutes/8-10-15

DRAFT

B. 3.

SPECIAL COUNCIL MEETING  
CITY OF CROSSLAKE  
THURSDAY, SEPTEMBER 3, 2015  
2:00 P.M. – CITY HALL

The Council for the City of Crosslake met in a Special Session on September 3, 2015. The following Council Members were present: Steve Roe, Mark Wessels, Gary Heacox, and Dave Schrupp. Brad Nelson was absent. 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 Fire Chief Chip Lohmiller.

Mayor Roe called the meeting to order at 2:00 P.M. The Pledge of Alliance was recited.

MOTION 09S1-01-15 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO APPROVE ORDINANCE AMENDMENT NO. 326 AMENDING THE HOURS OF SUNDAY ON-SALE LIQUOR SALES FROM 10:00 A.M. TO 8:00 A.M. MOTION CARRIED WITH ALL AYES.

MOTION 09S1-02-15 WAS MADE BY DAVE SCHRUPP AND SECONDED BY MARK WESSELS APPROVE RESOLUTION NO. 15-15 ACCEPTING DONATIONS. MOTION CARRIED WITH ALL AYES. Mike Lyonais stated that the donation to the Fire Department from the Fire Relief Association was to cover the costs of change orders made to the new fire truck and asked for approval to pay the bills associated with the change orders. MOTION 09S1-03-15 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO APPROVE PAYMENT TO CUSTOM FIRE FOR CHANGE ORDERS MADE ON NEW FIRE TRUCK. MOTION CARRIED WITH ALL AYES.

Chief Lohmiller stated that the new fire truck is in service as of last week. Mr. Lohmiller reported that the Oak Grove Fire Department is selling their set of extraction tools for \$14,500. Oak Grove purchased the Jaws of Life for \$34,000 four years ago; however, their new truck has no room for the tool. Mr. Lohmiller noted that there are incidents when two sets of extraction tools are needed. MOTION 09S1-04-15 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO APPROVE THE PURCHASE OF JAWS OF LIFE FROM OAK GROVE FIRE DEPARTMENT IN THE AMOUNT OF \$14,500. Mark Wessels asked where the funds for the purchase would come from. Mike Lyonais explained that the Fire Department sold the old fire truck for more than was anticipated and that after the purchase of the extraction tool, the Fire Department would have approximately \$2,300 remaining from the sale of the old fire truck. MOTION CARRIED WITH ALL AYES.

Chief Lohmiller reported that he has applied for two grants to offset the cost of equipment in 2016. NJPA and MBFTE will also reimburse the Fire Department for training expenses up to \$285 per firefighter in 2016. Dan Vogt thanked the Lions for their generous donation of \$8,000 and the Fire Relief Association for their generous donation of \$32,486 to the Fire Department. Mr. Lohmiller stated that there are plans to have a picture taken of the Fire Department and Lions members in front of the new fire truck for publication in the paper.

Mike Lyonais asked the Council to remove item 3.b. regarding the copier lease from the agenda. Mr. Lyonais explained that staff would be obtaining one more quote before the Council is asked to approve a contract.

MOTION 09S1-05-15 WAS MADE BY MARK WESSELS AND SECONDED BY DAVE SCHRUPP TO APPROVE THE BILLS FOR APPROVAL IN THE AMOUNT OF \$81,130.23. Steve Roe questioned the bill from Lambert Water Wells in the amount of \$13,421.05. Ted Strand explained that the well at the fire station was replaced because the old one, which was 22 years old, was running backwards and the check valve failed. MOTION CARRIED WITH ALL AYES.

Mike Lyonais reported that the State Auditor recommends that utility users pay for the operations of the system. Enterprise funds should be funded by the users. Because the Council voted to increase sewer utility costs by \$8 per month, per ERU, the City should break even on operating costs for the first time since the sewer came on line in 2004. The City currently levies \$221,000 for the sewer bond payments and all residents share in that cost. Dick Rog of 34787 East Shore Boulevard addressed the Council and stated that residents were forced to hook up to the sewer system in 2004. His septic system was only three years old at the time. Mr. Rog pays \$90 per quarter in New Brighton for water, sewer, lighting, etc. Mr. Rog suggested that the whole community pay for the operations of the system because the whole community benefits from having clean water in the lakes. Mayor Roe thanked Mr. Rog for his comments.

Mike Lyonais presented an updated budget for 2016. The EDA funding was reduced from \$15,000 to \$12,000. The revised road project plan is estimated at \$340,000. For calendar 2015, the City will receive in total approximately \$60,000 in State funding to be used toward road maintenance or improvements. It is uncertain at this time whether or not this funding will continue for 2016. The increase to the levy due to the elimination of revenue from Crosslake Communications is approximately 10%. A lengthy discussion ensued regarding interest rates, issuing debt vs paying cash for major projects, and how much the levy should be increased in 2016. Dan Vogt reminded the Council that once the preliminary levy is set, the amount could be decreased up to the end of December but it could not be increased. MOTION 09S1-06-15 WAS MADE BY STEVE ROE AND SECONDED BY DAVE SCHRUPP TO ADOPT RESOLUTION NO. 15-16 APPROVING THE PRELIMINARY 2015 TAX LEVY COLLECTIBLE IN 2016 IN THE AMOUNT OF \$3,348,877, A 15% INCREASE FROM LAST YEAR. MOTION CARRIED 3-1 WITH WESSELS OPPOSED.

Ted Strand gave a brief update on civil defense sirens. There are funds in the 2015 budget that are designated for the replacement of an old siren on County Road 66 or the installation of a new siren on County Road 103 or on Greer Lake Road. The Council asked that the Public Works Commission make a recommendation regarding which siren should be installed first. Ted Strand reported that he has been approached by both John Backdahl of 14031 Riverwood Lane and Randy Ness of 35205 Riverwood Trail to ask that the City consider purchasing their property which is located next to the Public Works/Sewer facilities.

There being no further business at 3:45 P.M., MOTION 09S1-07-15 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

DRAFT

CITY OF CROSS LAKE

Month-End Revenue

Current Period: AUGUST 2015

B. 4.

SRC	SRC Descr	2015 Budget	AUGUST 2015 Amt	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
FUND 101 GENERAL FUND						
31000	General Property Taxes	\$2,430,237.00	\$0.00	\$1,320,630.71	\$1,109,606.29	54.34%
31055	Tax Incr 1-8 Crosswoods Dev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31101	County Payment Joint Facility	\$110,983.00	\$0.00	\$102,427.40	\$8,555.60	92.29%
31300	Emergency Services Levy	\$0.00	\$0.00	\$77.71	-\$77.71	0.00%
31305	2003 Joint Facility Levy	\$0.00	\$0.00	\$85.63	-\$85.63	0.00%
31310	2012 Series A Levy	\$124,017.00	\$0.00	\$67,511.56	\$56,505.44	54.44%
31800	Other Taxes	\$1,500.00	\$24.00	\$1,788.99	-\$288.99	119.27%
31900	Penalties and Interest DelTax	\$1,000.00	\$0.00	\$1,450.28	-\$450.28	145.03%
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	75.00%
33400	State Grants and Aids	\$500.00	\$0.00	\$31,028.50	-\$30,528.50	6205.70%
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	\$1,665.90	\$1,665.90	\$334.10	83.30%
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	\$2,500.00	\$25,500.00	8.93%
33419	Fire Training Reimbursement	\$0.00	\$2,394.09	\$3,493.09	-\$3,493.09	0.00%
33420	Insurance Premium Reimburse	\$0.00	\$0.00	\$4,533.18	-\$4,533.18	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	\$0.00	\$0.00	0.00%
33650	Recycling Grant	\$29,200.00	\$0.00	\$29,200.00	\$0.00	100.00%
34000	Charges for Services	\$200.00	\$0.00	\$177.00	\$23.00	88.50%
34010	Sale of Maps and Publications	\$30.00	\$0.00	\$10.00	\$20.00	33.33%
34050	Candidate Filing Fees	\$20.00	\$0.00	\$0.00	\$20.00	0.00%
34103	Zoning Permits	\$28,000.00	\$4,050.00	\$25,810.00	\$2,190.00	92.18%
34104	Plat Check Fee/Subdivision Fee	\$1,000.00	\$1,225.00	\$5,225.00	-\$4,225.00	522.50%
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	\$100.00	\$400.00	20.00%
34107	Assessment Search Fees	\$800.00	\$55.00	\$545.00	\$255.00	68.13%
34108	Zoning Misc/Penalties	\$1,000.00	\$0.00	\$290.00	\$710.00	29.00%
34109	Zoning Reimb Eng/Legal/Survey	\$2,500.00	\$0.00	-\$1,404.88	\$3,904.88	-56.20%
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	\$300.00	\$3,000.00	\$1,000.00	75.00%
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	\$8,000.00	-\$7,800.00	4000.00%
34202	Fire Protection and Calls	\$31,250.00	\$0.00	\$28,196.08	\$3,053.92	90.23%
34206	Animal Control Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34207	House Burning Fee	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
34210	Police Contracts	\$48,000.00	\$0.00	\$24,000.00	\$24,000.00	50.00%
34211	Police Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34213	Police Receipts	\$5,000.00	\$1,658.65	\$5,702.42	-\$702.42	114.05%
34214	Tac Team Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34215	Pass Thru Donations	\$0.00	\$4,000.00	\$4,000.00	-\$4,000.00	0.00%
34300	E911 Signs	\$1,000.00	\$400.00	\$800.00	\$200.00	80.00%
34700	Park & Rec Donation	\$300.00	\$230.00	\$282.00	\$18.00	94.00%

## CITY OF CROSS LAKE

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## Month-End Revenue

Current Period: AUGUST 2015

SRC	SRC Descr	2015 Budget	AUGUST 2015 Amt	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
34701	Halloween Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34711	Taxable Merchandise/Rentals	\$200.00	\$49.00	\$264.00	-\$64.00	132.00%
34740	Park Concessions	\$500.00	\$70.00	\$416.00	\$84.00	83.20%
34741	Gen Gov t Concessions	\$100.00	\$38.36	\$290.73	-\$190.73	290.73%
34742	Park Concessions - Food	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34743	Public Works Concessions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34744	Fire Department Concessions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34750	CCC/Park User Fee	\$3,800.00	\$1,006.00	\$2,918.50	\$881.50	76.80%
34751	Shelter/Beer/Wlne Fees	\$300.00	\$81.00	\$343.00	-\$43.00	114.33%
34760	Library Cards	\$1,300.00	\$151.00	\$943.00	\$357.00	72.54%
34761	Library Donations	\$500.00	\$248.11	\$323.11	\$176.89	64.62%
34762	Library Copies	\$300.00	\$45.40	\$255.20	\$44.80	85.07%
34763	Library Events	\$1,000.00	\$5,174.70	\$5,174.70	-\$4,174.70	517.47%
34764	Library Miscellaneous	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
34765	Summer Reading Program	\$300.00	\$0.00	\$112.00	\$188.00	37.33%
34766	Library Luncheon	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34767	New York Times Best Seller Pro	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34768	PAL Foundation - Library	\$1,000.00	\$524.48	\$573.58	\$426.42	57.36%
34769	PAL Foundation - Park	\$6,000.00	\$18,312.68	\$25,896.74	-\$19,896.74	431.61%
34770	Silver Sneakers	\$6,000.00	\$855.00	\$5,600.50	\$399.50	93.34%
34790	Park Dedication Fees	\$1,000.00	\$6,000.00	\$16,500.00	-\$15,500.00	1650.00%
34800	Tennis Fees	\$1,100.00	\$0.00	\$1,922.00	-\$822.00	174.73%
34801	Recreational-Program	\$3,000.00	\$135.00	\$3,045.00	-\$45.00	101.50%
34802	Softball/Baseball Fees	\$1,300.00	\$0.00	\$0.00	\$1,300.00	0.00%
34803	Recreation-Misc. Receipts	\$1,200.00	\$18.00	\$5,386.25	-\$4,186.25	448.85%
34805	Aerobics Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34806	Weight Room Fees	\$30,000.00	\$2,813.00	\$29,923.00	\$77.00	99.74%
34807	Volleyball Fees	\$500.00	\$0.00	\$399.00	\$101.00	79.80%
34808	Silver and Fit	\$10,000.00	\$1,251.00	\$10,297.00	-\$297.00	102.97%
34809	Soccer Fees	\$500.00	\$385.00	\$385.00	\$115.00	77.00%
34910	Transit Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34940	Cemetery Lots	\$3,000.00	\$250.00	\$2,850.00	\$150.00	95.00%
34941	Cemetery Openings	\$3,500.00	\$400.00	\$2,200.00	\$1,300.00	62.86%
34942	Cemetery Other	\$450.00	\$0.00	\$150.00	\$300.00	33.33%
34950	Public Works Revenue	\$1,500.00	\$0.00	\$109,548.15	-\$108,048.15	7303.21%
34952	County Joint Facility Payments	\$45,000.00	\$0.00	\$35,853.15	\$9,146.85	79.67%
34953	Recycling Revenues	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
35100	Court Fines	\$10,000.00	\$1,175.54	\$9,065.03	\$934.97	90.65%
35103	Library Fines	\$600.00	\$48.00	\$431.50	\$168.50	71.92%
35105	Restitution Receipts	\$1,000.00	\$0.00	\$1,612.18	-\$612.18	161.22%
36200	Miscellaneous Revenues	\$500.00	\$11.73	\$67,912.51	-\$67,412.51	13582.50%
36201	Misc Reimbursements	\$0.00	\$522.70	\$4,821.52	-\$4,821.52	0.00%
36202	LIBRARY GRANTS	\$5,000.00	\$0.00	\$5,000.00	\$0.00	100.00%
36210	Interest Earnings	\$3,000.00	\$306.84	\$2,389.79	\$610.21	79.66%
36230	Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36254	Sp Assess Prin-Sunrise Isl 11	\$4,121.00	\$0.00	\$5,533.49	-\$1,412.49	134.28%
36255	Sp Assess Int-Sunrise Isl 11	\$1,302.00	\$0.00	\$457.28	\$844.72	35.12%
38050	Telephone Fees	\$276,000.00	\$23,000.00	\$184,000.00	\$92,000.00	66.67%
38051	Telephone True-Up	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
38052	Telephone Miscellaneous Rev	\$25,000.00	\$384.00	\$18,060.02	\$6,939.98	72.24%
39101	Sales of General Fixed Assets	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39204	Transfer Frm Needs Assess Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF CROSS LAKE

Month-End Revenue

Current Period: AUGUST 2015

SRC	SRC Descr	2015 Budget	AUGUST 2015 Amt	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
39230	Proceeds - 2006 Series B Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39300	Proceeds-Gen Long-term Debt	\$0.00	\$0.00	\$552,368.00	-\$552,368.00	0.00%
39330	Proceeds from Capital Lease	\$28,800.00	\$0.00	\$0.00	\$28,800.00	0.00%
39400	Bond Premium	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39700	Capital Contrib from CU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 101 GENERAL FUND		\$3,393,989.00	\$79,759.18	\$2,807,486.00	\$586,503.00	82.72%
FUND 301 DEBT SERVICE FUND						
31000	General Property Taxes	\$0.00	\$0.00	\$50.07	-\$50.07	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	\$7.51	-\$7.51	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	\$20.42	-\$20.42	0.00%
31302	1999 Series B Levy	\$0.00	\$0.00	\$31.90	-\$31.90	0.00%
31303	2001 Series A Levy	\$0.00	\$0.00	\$24.64	-\$24.64	0.00%
31304	2002 Series A Levy	\$0.00	\$0.00	\$17.41	-\$17.41	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	\$83.62	-\$83.62	0.00%
31308	2006 Series B Levy	\$136,746.00	\$0.00	\$74,313.67	\$62,432.33	54.34%
31309	2006 Series C Levy	\$0.00	\$0.00	\$5.97	-\$5.97	0.00%
31310	2012 Series A Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31900	Penalties and Interest DelTax	\$500.00	\$0.00	\$115.62	\$384.38	23.12%
33402	Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36104	Penalty & Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36105	Sp Assess Prin Ox Lake 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36106	Sp Assess Int Ox Lake 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36107	Sp Assess Prin Jason/Staley 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36108	Sp Assess Int Jason/Staley 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36109	Sp Assess Prin Lakeshore/Pk 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36110	Sp Assess Int Lakeshore/Pk 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36111	Sp Assess Prin Miller/Mary 99	\$0.00	\$0.00	\$181.31	-\$181.31	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	\$163.49	-\$163.49	0.00%
36124	Sp Assess Int Red Pine 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36125	Sp Assess Prin Cross Ave 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36126	Sp Assess Int Cross Ave 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36127	Sp Assess Prin Wilderness 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36128	Sp Assess Int Wilderness 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36129	Sp Assess Prin Kimberly/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36130	Sp Assess Int Kimberly/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36131	Sp Assess Prin Waterwood/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF CROSS LAKE

Month-End Revenue

Current Period: AUGUST 2015

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

CITY OF CROSS LAKE

Month-End Revenue

Current Period: AUGUST 2015

SRC	SRC Descr	2015 Budget	AUGUST 2015 Amt	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
36185	Sp Assess Prin Lake Tr/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36186	Sp Assess Int Lake Tr/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36187	Sp Assess Prin Happy Cove/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36188	Sp Assess Int Happy Cove/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36189	Sp Assess Prin Bay Shores/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36190	Sp Assess Int Bay Shores/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36191	Sp Assess Prin Woodland Dr/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36192	Sp Assess Int Woodland Dr/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36193	Sp Assess Prin Pine Pt/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36194	Sp Assess Int Pine Pt/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36195	Sp Assess Prin ABC Dr 03	\$0.00	\$0.00	\$259.60	-\$259.60	0.00%
36196	SpAssess Int ABC Drive	\$0.00	\$0.00	\$23.44	-\$23.44	0.00%
36197	SpAssess Prin Wildwood/White B	\$0.00	\$0.00	\$171.53	-\$171.53	0.00%
36198	SpAssess Int Wildwood/White B	\$0.00	\$0.00	\$66.40	-\$66.40	0.00%
36199	SpAssess Prin Greer Lake Rd 03	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
36235	SpAssess Int Greer Lake Rd 03	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36236	SpAssess Prin East Shore 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36237	SpAssess Int East Shore 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36238	SpAssess Prin Margaret 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36239	SpAssess Int Margaret 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36240	SpAssess Prin Edgewater 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36241	SpAssess Int Edgewater 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36242	SpAssess Prin Gendreau 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36243	SpAssess Int Gendreau 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36244	Sp Assess Prin - Duck Lane	\$2,398.00	\$0.00	\$1,332.25	\$1,065.75	55.56%
36245	Sp Assess Int - Duck Lane	\$271.00	\$0.00	\$150.52	\$120.48	55.54%
36246	Sp Assess Prin - Sunset Drive	\$2,833.00	\$0.00	\$1,640.10	\$1,192.90	57.89%
36247	Sp Assess Int - Sunset Drive	\$320.00	\$0.00	\$185.35	\$134.65	57.92%
36248	Sp Assess Prin - Maroda Drive	\$1,048.00	\$0.00	\$523.92	\$524.08	49.99%
36249	Sp Assess Int - Maroda Drive	\$119.00	\$0.00	\$59.21	\$59.79	49.76%
36250	Sp Assess Prin - Johnnie/Rober	\$4,245.00	\$0.00	\$2,873.96	\$1,371.04	67.70%
36251	Sp Assess Int - Johnnie/Robert	\$480.00	\$0.00	\$278.13	\$201.87	57.94%
36252	Sp Assess Prin - Brita/Pinevie	\$16,865.00	\$0.00	\$10,240.61	\$6,624.39	60.72%
36253	Sp Assess Int - Brita/Pineview	\$1,876.00	\$0.00	\$965.95	\$910.05	51.49%
36254	Sp Assess Prin-Sunrise Isl 11	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36255	Sp Assess Int-Sunrise Isl 11	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
38052	Telephone Miscellaneous Rev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39230	Proceeds - 2006 Series B Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39300	Proceeds-Gen Long-term Debt	\$0.00	\$0.00	\$8,632.00	-\$8,632.00	0.00%
39311	Proceeds-Wilderness GO Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39314	Proceeds-2001 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39315	Proceeds-2002 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39318	Proceeds--2004 ESC Refunding	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39319	Proceeds-2004 Impr Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39900	02 Series A	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>FUND 301 DEBT SERVICE FUND</b>		<b>\$168,201.00</b>	<b>\$0.00</b>	<b>\$102,418.60</b>	<b>\$65,782.40</b>	<b>60.89%</b>
<b>FUND 401 GENERAL CAPITAL PROJECTS</b>						
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33420	Insurance Premium Reimburse	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF CROSS LAKE

Month-End Revenue

Current Period: AUGUST 2015

SRC	SRC Descr	2015 Budget	AUGUST 2015 Amt	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
34790	Park Dedication Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$500.00	\$53.47	\$418.74	\$81.26	83.75%
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	\$53.47	\$418.74	\$81.26	83.75%
FUND 404 JOBZ						
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34110	TIF/JOBZ Pre Application Fee	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34204	JOBZ Recipient Deposit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34208	JOBZ Annual Fee	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 404 JOBZ		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 405 TAX INCREMENT FINANCE PROJECTS						
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31050	Tax Increments LeRever	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31051	Tax Increments Daggett Brook	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31052	Tax Increments Reeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31053	Tax Increments - Ace Hardware	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31054	Tax Increment - Crosswoods	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31055	Tax Incr 1-8 Crosswoods Dev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31056	Tax Increment 1-9 C&J Develop	\$13,000.00	\$0.00	\$6,421.38	\$6,578.62	49.40%
33403	Mobile Home Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36104	Penalty & Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36201	Misc Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 405 TAX INCREMENT FINANCE PROJE		\$13,000.00	\$0.00	\$6,421.38	\$6,578.62	49.40%
FUND 408 WEST SHORE DRIVE						
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39310	Proceeds-Gen Obligation Bond	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39318	Proceeds--2004 ESC Refunding	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 408 WEST SHORE DRIVE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 412 DUCK LANE						
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39310	Proceeds-Gen Obligation Bond	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 412 DUCK LANE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 414 SUNRISE ISLAND BRIDGE PROJECT						
33400	State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 414 SUNRISE ISLAND BRIDGE PROJEC		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 415 AMBULANCE PROJECT						
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF CROSS LAKE

Month-End Revenue

Current Period: AUGUST 2015

SRC	SRC Descr	2015 Budget	AUGUST 2015 Amt	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
FUND 415 AMBULANCE PROJECT						
		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 420 LIBRARY PROJECT						
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36230	Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39310	Proceeds-Gen Obligation Bond	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 420 LIBRARY PROJECT						
		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 432 SEWER PROJECT						
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.14	\$1.07	-\$1.07	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39204	Transfer Frm Needs Assess Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39316	Proceeds-2003 Series A Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39317	Proceeds-2003 Series B Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 432 SEWER PROJECT						
		\$0.00	\$0.14	\$1.07	-\$1.07	0.00%
FUND 502 ECONOMIC DEVELOPMENT FUND						
31000	General Property Taxes	\$0.00	\$0.00	\$115.90	-\$115.90	0.00%
31101	County Payment Joint Facility	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31300	Emergency Services Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31305	2003 Joint Facility Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31802	EDA Tax Receipts	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34101	City Hall User Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34951	Rev Loan Principal Pymts	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36212	Restricted Interest Income	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36220	Lease Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39319	Proceeds-2004 Impr Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 502 ECONOMIC DEVELOPMENT FUND						
		\$0.00	\$0.00	\$115.90	-\$115.90	0.00%
FUND 503 EDA (REVOLVING LOAN)						
34951	Rev Loan Principal Pymts	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$1,300.00	\$121.64	\$962.11	\$337.89	74.01%
36211	Revolving Loan Interest	\$7,483.00	\$924.30	\$5,407.15	\$2,075.85	72.26%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 503 EDA (REVOLVING LOAN)						
		\$8,783.00	\$1,045.94	\$6,369.26	\$2,413.74	72.52%
FUND 601 SEWER OPERATING FUND						
33423	Insurance Claim Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34410	Unallocated Reserves	\$0.00	\$49.86	\$280.47	-\$280.47	0.00%
36104	Penalty & Interest	\$1,000.00	\$123.05	\$614.41	\$385.59	61.44%
36200	Miscellaneous Revenues	\$1,000.00	\$385.95	\$1,167.41	-\$167.41	116.74%
36201	Misc Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
37200	User Fee	\$195,000.00	\$17,843.36	\$139,895.41	\$55,104.59	71.74%
37250	Sewer Connection Payments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
37500	Capital Contribution	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF CROSS LAKE

Month-End Revenue

Current Period: AUGUST 2015

SRC	SRC Descr	2015 Budget	AUGUST 2015 Amt	2015 YTD Amt	2015 YTD Balance	2015 % of Budget
39204	Transfer Frm Needs Assess Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 601 SEWER OPERATING FUND		\$197,000.00	\$18,402.22	\$141,957.70	\$55,042.30	72.06%
FUND 651 SEWER RESTRICTED SINKING FUND						
31306	2003 Disposal System Levy	\$221,000.00	\$0.00	\$120,595.88	\$100,404.12	54.57%
33402	Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36104	Penalty & Interest	\$1,500.00	\$0.00	\$177.43	\$1,322.57	11.83%
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	\$12.94	\$101.07	\$398.93	20.21%
37250	Sewer Connection Payments	\$0.00	\$0.00	\$425.00	-\$425.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 651 SEWER RESTRICTED SINKING FU		\$223,000.00	\$12.94	\$121,299.38	\$101,700.62	54.39%
		\$4,004,473.00	\$99,273.89	\$3,186,488.03	\$817,984.97	79.57%

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**CITY OF CROSS LAKE**  
**Month End Expenditures**  
Current Period: AUGUST 2015

OBJ	OBJ Descr	2015 Budget	AUGUST 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
<b>FUND 101 GENERAL FUND</b>						
<b>DEPT 41110 Council</b>						
100	Wages and Salaries Dept Head	\$27,000.00	\$2,170.00	\$16,700.00	\$10,300.00	61.85%
122	FICA	\$2,065.00	\$166.03	\$1,299.16	\$765.84	62.91%
151	Workers Comp Insurance	\$109.00	\$0.00	\$0.00	\$109.00	0.00%
208	Instruction Fees	\$600.00	\$0.00	\$315.00	\$285.00	52.50%
321	Communications-Cellular	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
331	Travel Expenses	\$1,000.00	\$0.00	\$502.28	\$497.72	50.23%
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$100.00	\$0.00	\$65.00	\$35.00	65.00%
430	Miscellaneous	\$236.00	\$0.00	\$200.00	\$36.00	84.75%
433	Dues and Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>DEPT 41110 Council</b>		<b>\$31,110.00</b>	<b>\$2,336.03</b>	<b>\$19,081.44</b>	<b>\$12,028.56</b>	<b>61.34%</b>
<b>DEPT 41400 Administration</b>						
100	Wages and Salaries Dept Head	\$81,200.00	\$6,246.16	\$52,200.04	\$28,999.96	64.29%
101	Assistant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
102	Consultant	\$20,020.00	\$1,462.50	\$9,327.50	\$10,692.50	46.59%
105	Part-time	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
109	Secretary/Bookkeeper	\$57,487.00	\$4,438.08	\$37,112.53	\$20,374.47	64.56%
121	PERA	\$10,402.00	\$801.32	\$6,810.62	\$3,591.38	65.47%
122	FICA	\$10,724.00	\$763.88	\$6,516.60	\$4,207.40	60.77%
131	Employer Paid Health	\$24,884.00	\$2,073.64	\$16,589.12	\$8,294.88	66.67%
132	Employer Paid Disability	\$1,038.00	\$93.93	\$751.44	\$286.56	72.39%
133	Employer Paid Dental	\$2,231.00	\$239.24	\$1,420.18	\$810.82	63.66%
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	\$1,312.00	\$0.00	\$1,242.00	\$70.00	94.66%
152	Health Savings Account Contrib	\$12,000.00	\$0.00	\$9,000.00	\$3,000.00	75.00%
200	Office Supplies	\$1,800.00	\$93.28	\$1,583.60	\$216.40	87.98%
208	Instruction Fees	\$2,000.00	\$15.00	\$764.95	\$1,235.05	38.25%
210	Operating Supplies	\$1,500.00	\$10.00	\$50.00	\$1,450.00	3.33%
220	Repair/Maint Supply - Equip	\$3,500.00	\$166.66	\$1,085.32	\$2,414.68	31.01%
301	Auditing and Acct g Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$4,000.00	\$249.12	\$1,634.23	\$2,365.77	40.86%
322	Postage	\$1,000.00	\$244.23	\$397.99	\$602.01	39.80%
331	Travel Expenses	\$1,500.00	\$0.00	\$678.43	\$821.57	45.23%
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	\$246.50	\$753.50	24.65%
413	Office Equipment Rental/Repair	\$1,000.00	\$72.50	\$580.00	\$420.00	58.00%
430	Miscellaneous	\$500.00	\$0.00	\$128.18	\$371.82	25.64%
433	Dues and Subscriptions	\$650.00	\$0.00	\$655.00	-\$5.00	100.77%
443	Sales Tax	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
500	Capital Outlay	\$19,400.00	\$936.88	\$2,764.26	\$16,635.74	14.25%
600	Principal	\$1,890.00	\$129.00	\$1,032.00	\$858.00	54.60%
<b>DEPT 41400 Administration</b>		<b>\$264,072.00</b>	<b>\$18,146.62</b>	<b>\$153,510.09</b>	<b>\$110,561.91</b>	<b>58.13%</b>
<b>DEPT 41410 Elections</b>						
107	Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
122	FICA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
210	Operating Supplies	\$0.00	\$0.00	\$10.00	-\$10.00	0.00%
351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2015 Budget	AUGUST 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
413	Office Equipment Rental/Repair	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41410 Elections		\$0.00	\$0.00	\$10.00	-\$10.00	0.00%
DEPT 41600 Audit/Legal Services						
301	Auditing and Acct g Services	\$28,000.00	\$0.00	\$27,351.00	\$649.00	97.68%
304	Legal Fees (Civil)	\$10,000.00	\$570.00	\$3,659.00	\$6,341.00	36.59%
307	Legal Fees (Labor)	\$14,000.00	\$1,118.00	\$1,159.50	\$12,840.50	8.28%
DEPT 41600 Audit/Legal Services		\$52,000.00	\$1,688.00	\$32,169.50	\$19,830.50	61.86%
DEPT 41910 Planning and Zoning						
100	Wages and Salaries Dept Head	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
101	Assistant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
102	Consultant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
103	Tech 1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
104	Tech 2	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
105	Part-time	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
121	PERA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
122	FICA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
131	Employer Paid Health	\$0.00	\$0.00	\$669.94	-\$669.94	0.00%
132	Employer Paid Disability	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
133	Employer Paid Dental	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
134	Employer Paid Life	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
136	Deferred Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
140	Unemployment	\$4,000.00	\$0.00	\$0.00	\$4,000.00	0.00%
151	Workers Comp Insurance	\$82.00	\$0.00	\$104.00	-\$22.00	126.83%
200	Office Supplies	\$0.00	\$71.80	\$607.25	-\$607.25	0.00%
208	Instruction Fees	\$600.00	\$0.00	\$500.00	\$100.00	83.33%
210	Operating Supplies	\$1,500.00	\$0.00	\$43.25	\$1,456.75	2.88%
212	Motor Fuels	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
220	Repair/Maint Supply - Equip	\$2,500.00	\$166.67	\$1,000.34	\$1,499.66	40.01%
221	Repair/Maint Vehicles	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
303	Engineering Fees	\$2,500.00	\$280.00	\$385.00	\$2,115.00	15.40%
304	Legal Fees (Civil)	\$5,000.00	\$0.00	\$4,505.00	\$495.00	90.10%
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	\$195.74	\$1,401.60	\$2,098.40	40.05%
322	Postage	\$500.00	\$204.51	\$358.26	\$141.74	71.65%
331	Travel Expenses	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
332	Travel Expense- P&Z Comm	\$1,500.00	\$0.00	\$575.00	\$925.00	38.33%
340	Advertising	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
351	Legal Notices Publishing	\$2,000.00	\$0.00	\$564.35	\$1,435.65	28.22%
352	Filing Fees	\$1,500.00	\$0.00	\$690.00	\$810.00	46.00%
356	Mapping	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$500.00	\$0.00	\$116.25	\$383.75	23.25%
413	Office Equipment Rental/Repair	\$2,500.00	\$72.50	\$580.00	\$1,920.00	23.20%
430	Miscellaneous	\$500.00	\$0.00	\$31.44	\$468.56	6.29%
433	Dues and Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
441	Enhanced 911	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
443	Sales Tax	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
452	Refund	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
470	Consultant Fees	\$193,000.00	\$16,150.00	\$129,200.00	\$63,800.00	66.94%
500	Capital Outlay	\$19,400.00	\$936.88	\$5,480.00	\$13,920.00	28.25%
600	Principal	\$1,890.00	\$129.00	\$1,032.00	\$858.00	54.60%
DEPT 41910 Planning and Zoning		\$246,672.00	\$18,207.10	\$147,843.68	\$98,828.32	59.94%

OBJ	OBJ Descr	2015 Budget	AUGUST 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
DEPT 41940 General Government						
131	Employer Paid Health	\$10,049.00	\$1,339.88	\$8,039.28	\$2,009.72	80.00%
133	Employer Paid Dental	\$118.00	\$0.00	\$0.00	\$118.00	0.00%
151	Workers Comp Insurance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
152	Health Savings Account Contrib	\$3,750.00	\$3,000.00	\$3,000.00	\$750.00	80.00%
210	Operating Supplies	\$2,500.00	\$78.32	\$2,001.31	\$498.69	80.05%
220	Repair/Maint Supply - Equip	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$4,000.00	\$1,005.27	\$2,879.43	\$1,120.57	71.99%
235	Signs	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
254	Concessions - Pop	\$300.00	\$5.89	\$216.49	\$83.51	72.16%
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	\$367.88	\$432.12	45.99%
335	Background Checks	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
341	Newsletter Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
354	Ordinance Codification	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
360	Insurance	\$26,500.00	\$0.00	\$22,900.51	\$3,599.49	86.42%
381	Electric Utilities	\$14,500.00	\$1,534.00	\$7,696.00	\$6,804.00	53.08%
383	Gas Utilities	\$4,500.00	\$28.44	\$2,068.15	\$2,431.85	45.96%
384	Refuse/Garbage Disposal	\$500.00	\$47.40	\$332.80	\$167.20	66.56%
385	Sewer Utility	\$600.00	\$37.00	\$296.00	\$304.00	49.33%
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	\$718.25	\$1,781.75	28.73%
433	Dues and Subscriptions	\$3,500.00	\$0.00	\$1,703.40	\$1,796.60	48.67%
437	Brainerd Lakes Area Dev Corp	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
438	Initiative Foundation	\$1,500.00	\$0.00	\$1,500.00	\$0.00	100.00%
439	Emergency Mgmt Expense	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
440	Telephone Co Reimb Expense	\$25,000.00	\$3,770.31	\$20,527.85	\$4,472.15	82.11%
441	Enhanced 911	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
442	Safety Prog/Equipment	\$8,500.00	\$0.00	\$5,132.67	\$3,367.33	60.38%
443	Sales Tax	\$50.00	\$0.00	\$131.00	-\$81.00	262.00%
444	Transportation Plan	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
446	Animal Control	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
449	Cobra Payments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
451	Health Comm Program Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
452	Refund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
456	Fireworks	\$10,000.00	\$4,000.00	\$14,000.00	-\$4,000.00	140.00%
460	Fines/Fees Reimburse	\$6,000.00	\$1,549.61	\$2,732.92	\$3,267.08	45.55%
470	Consultant Fees	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
490	Donations to Civic Org s	\$3,500.00	\$2,000.00	\$2,200.00	\$1,300.00	62.86%
493	Pass Thru Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$113,000.00	\$2,800.00	\$2,800.00	\$110,200.00	2.48%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
552	Capital Outlay-Land	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41940 General Government		\$274,817.00	\$21,903.62	\$106,903.94	\$167,913.06	38.90%
DEPT 421.10 Police Administration						
100	Wages and Salaries Dept Head	\$73,658.00	\$5,738.70	\$47,706.55	\$25,951.45	64.77%
101	Assistant	\$62,323.00	\$5,034.84	\$43,024.53	\$19,298.47	69.03%
103	Tech 1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
108	Tech 3	\$17,000.00	\$3,263.75	\$16,594.89	\$405.11	97.62%
110	Tech 4	\$53,230.00	\$4,023.60	\$35,117.60	\$18,112.40	65.97%
112	Tech 5	\$53,730.00	\$4,070.35	\$34,946.31	\$18,783.69	65.04%

OBJ	OBJ Descr	2015 Budget	AUGUST 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
113	Tech 6	\$53,295.00	\$3,984.52	\$35,151.87	\$18,143.13	65.96%
121	PERA	\$50,744.00	\$4,230.76	\$34,867.00	\$15,877.00	68.71%
122	FICA	\$4,542.00	\$350.32	\$2,882.92	\$1,659.08	63.47%
131	Employer Paid Health	\$56,199.00	\$4,683.23	\$37,487.84	\$18,711.16	66.71%
132	Employer Paid Disability	\$2,225.00	\$201.26	\$1,610.08	\$614.92	72.36%
133	Employer Paid Dental	\$4,841.00	\$354.61	\$2,934.46	\$1,906.54	60.62%
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	\$12,966.00	\$0.00	\$11,251.00	\$1,715.00	86.77%
152	Health Savings Account Contrib	\$27,000.00	\$500.00	\$22,500.00	\$4,500.00	83.33%
200	Office Supplies	\$300.00	\$0.00	\$54.68	\$245.32	18.23%
208	Instruction Fees	\$3,400.00	\$0.00	\$1,168.42	\$2,231.58	34.37%
209	Physicals	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
210	Operating Supplies	\$1,300.00	\$0.00	\$0.00	\$1,300.00	0.00%
212	Motor Fuels	\$18,000.00	\$2,250.95	\$5,847.35	\$12,152.65	32.49%
214	Auto Expense- 08 Ford	\$1,700.00	\$0.00	\$1,410.65	\$289.35	82.98%
216	Auto Expense- 09 Ford	\$800.00	\$673.37	\$899.84	-\$99.84	112.48%
217	Auto Expense- 10 Ford	\$800.00	\$0.00	\$328.39	\$471.61	41.05%
218	Auto Expense- 11 Ford	\$1,200.00	\$0.00	\$1,556.45	-\$356.45	129.70%
219	Auto Expense- 12 Dodge	\$1,200.00	\$0.00	\$1,792.99	-\$592.99	149.42%
220	Repair/Maint Supply - Equip	\$5,500.00	\$979.00	\$5,486.51	\$13.49	99.75%
221	Repair/Maint Vehicles	\$0.00	\$0.00	\$2.24	-\$2.24	0.00%
258	Unif Bob/Ted/Gerald	\$600.00	\$0.00	\$568.00	\$32.00	94.67%
259	Unif Erik/Joe	\$600.00	\$0.00	\$520.64	\$79.36	86.77%
260	Unif Eric & Nate	\$600.00	\$0.00	\$247.01	\$352.99	41.17%
261	Unif Jake/Jon/Leigh	\$600.00	\$0.00	\$606.65	-\$6.65	101.11%
264	Unif Bobby/Ron	\$600.00	\$0.00	\$529.14	\$70.86	88.19%
265	Unif & P/T Expense	\$0.00	\$190.00	\$471.36	-\$471.36	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	\$455.00	\$996.20	\$3.80	99.62%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
319	Donation Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$2,800.00	\$285.91	\$1,760.33	\$1,039.67	62.87%
321	Communications-Cellular	\$5,400.00	\$311.52	\$2,061.80	\$3,338.20	38.18%
322	Postage	\$200.00	\$5.45	\$27.14	\$172.86	13.57%
331	Travel Expenses	\$1,200.00	\$7.29	\$1,614.37	-\$414.37	134.53%
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$14,000.00	\$0.00	\$16,137.43	-\$2,137.43	115.27%
413	Office Equipment Rental/Repair	\$400.00	\$30.00	\$240.00	\$160.00	60.00%
430	Miscellaneous	\$200.00	\$0.00	\$162.25	\$37.75	81.13%
433	Dues and Subscriptions	\$250.00	\$0.00	\$240.00	\$10.00	96.00%
443	Sales Tax	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
458	Undercover Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
460	Fines/Fees Reimburse	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$6,500.00	\$0.00	\$9,117.89	-\$2,617.89	140.28%
550	Capital Outlay - Vehicles	\$45,000.00	\$4,444.15	\$43,998.52	\$1,001.48	97.77%
DEPT 42110 Police Administration		\$589,239.00	\$46,196.58	\$424,995.30	\$164,243.70	72.13%
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	\$175.00	\$675.00	\$525.00	56.25%
106	Training	\$2,100.00	\$75.00	\$775.00	\$1,325.00	36.90%
107	Services	\$43,500.00	\$0.00	-\$100.00	\$43,600.00	-0.23%

OBJ	OBJ Descr	2015 Budget	AUGUST 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
122	FICA	\$4,039.00	\$57.37	\$424.50	\$3,614.50	10.51%
151	Workers Comp Insurance	\$4,231.00	\$0.00	\$3,811.00	\$420.00	90.07%
200	Office Supplies	\$100.00	\$0.00	\$35.90	\$64.10	35.90%
208	Instruction Fees	\$7,000.00	\$1,383.31	\$8,428.81	-\$1,428.81	120.41%
209	Physicals	\$500.00	\$0.00	\$2,326.00	-\$1,826.00	465.20%
210	Operating Supplies	\$3,000.00	\$0.00	\$4,962.45	-\$1,962.45	165.42%
212	Motor Fuels	\$500.00	\$0.00	\$295.29	\$204.71	59.06%
213	Diesel Fuel	\$2,500.00	\$210.83	\$441.90	\$2,058.10	17.68%
220	Repair/Maint Supply - Equip	\$3,000.00	\$286.84	\$3,078.64	-\$78.64	102.62%
221	Repair/Maint Vehicles	\$9,000.00	\$2,164.86	\$2,929.34	\$6,070.66	32.55%
222	Tires	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$1,000.00	\$0.00	\$3,352.30	-\$2,352.30	335.23%
233	FIRE PREVENTION	\$2,000.00	\$0.00	\$2,395.72	-\$395.72	119.79%
240	Small Tools and Minor Equip	\$1,500.00	\$0.00	\$1,288.37	\$211.63	85.89%
319	Donation Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$1,200.00	\$250.97	\$1,608.83	-\$408.83	134.07%
322	Postage	\$25.00	\$0.00	\$8.95	\$16.05	35.80%
331	Travel Expenses	\$2,500.00	\$0.00	\$2,435.25	\$64.75	97.41%
340	Advertising	\$200.00	\$18.00	\$18.00	\$182.00	9.00%
351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$7,000.00	\$0.00	\$6,239.03	\$760.97	89.13%
430	Miscellaneous	\$150.00	\$0.00	\$6,510.00	-\$6,360.00	4340.00%
433	Dues and Subscriptions	\$1,200.00	\$0.00	\$1,242.00	-\$42.00	103.50%
443	Sales Tax	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
455	House Burn	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
491	FDRA City Contribution	\$21,000.00	\$0.00	\$0.00	\$21,000.00	0.00%
492	FDRA State Aid	\$28,000.00	\$0.00	\$0.00	\$28,000.00	0.00%
500	Capital Outlay	\$46,902.00	\$1,258.11	\$21,214.26	\$25,687.74	45.23%
550	Capital Outlay - Vehicles	\$0.00	\$221,000.38	\$472,676.71	-\$472,676.71	0.00%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$15,602.00	\$0.00	\$15,602.32	-\$0.32	100.00%
610	Interest	\$740.00	\$0.00	\$740.61	-\$0.61	100.08%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$425.00	\$0.00	\$0.00	\$425.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42280 Fire Administration		\$218,214.00	\$227,380.67	\$566,916.18	-\$348,702.18	259.80%
DEPT 42500 Ambulance Services						
223	Bldg Repair Suppl/Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
306	Ambulance Subsidy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42500 Ambulance Services		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)						
100	Wages and Salaries Dept Head	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
103	Tech 1	\$45,712.00	\$3,461.37	\$27,193.39	\$18,518.61	59.49%
104	Tech 2	\$49,631.00	\$3,339.83	\$37,686.19	\$11,944.81	75.93%
105	Part-time	\$0.00	\$0.00	\$360.48	-\$360.48	0.00%
108	Tech 3	\$52,808.00	\$3,393.68	\$29,564.64	\$23,243.36	55.99%
121	PERA	\$11,110.00	\$764.63	\$6,794.76	\$4,315.24	61.16%
122	FICA	\$11,333.00	\$716.60	\$7,017.25	\$4,315.75	61.92%
131	Employer Paid Health	\$31,315.00	\$2,609.59	\$21,412.67	\$9,902.33	68.38%
132	Employer Paid Disability	\$929.00	\$81.73	\$652.82	\$276.18	70.27%
133	Employer Paid Dental	\$2,610.00	\$192.79	\$1,638.68	\$971.32	62.78%
134	Employer Paid Life	\$202.00	\$16.80	\$141.86	\$60.14	70.23%
136	Deferred Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2015 Budget	AUGUST 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
140	Unemployment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
151	Workers Comp Insurance	\$15,352.00	\$0.00	\$13,483.00	\$1,869.00	87.83%
152	Health Savings Account Contrib	\$15,000.00	\$0.00	\$13,000.00	\$2,000.00	86.67%
200	Office Supplies	\$450.00	\$0.00	\$63.03	\$386.97	14.01%
208	Instruction Fees	\$1,000.00	\$0.00	\$799.22	\$200.78	79.92%
210	Operating Supplies	\$1,200.00	\$13.42	\$475.15	\$724.85	39.60%
212	Motor Fuels	\$8,000.00	\$1,023.99	\$3,343.98	\$4,656.02	41.80%
213	Diesel Fuel	\$15,000.00	\$1,628.09	\$4,793.96	\$10,206.04	31.96%
215	Shop Supplies	\$2,750.00	\$66.26	\$1,314.95	\$1,435.05	47.82%
220	Repair/Maint Supply - Equip	\$18,000.00	\$931.22	\$14,291.82	\$3,708.18	79.40%
221	Repair/Maint Vehicles	\$15,000.00	\$243.82	\$6,107.06	\$8,892.94	40.71%
222	Tires	\$1,500.00	\$0.00	\$946.60	\$553.40	63.11%
223	Bldg Repair Suppl/Maintenance	\$4,500.00	\$520.51	\$8,816.03	-\$4,316.03	195.91%
224	Street Maint Materials	\$20,000.00	\$407.24	\$6,656.43	\$13,343.57	33.28%
225	New Roads Materials	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
226	Bridge Materials	\$25,000.00	\$3,393.82	\$18,538.30	\$6,461.70	74.15%
228	Street Lighting	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
232	Striping	\$8,000.00	\$8,005.00	\$8,005.00	-\$5.00	100.06%
235	Signs	\$3,000.00	\$0.00	\$689.72	\$2,310.28	22.99%
240	Small Tools and Minor Equip	\$2,500.00	\$330.87	\$3,958.30	-\$1,458.30	158.33%
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	\$300.00	\$300.00	\$0.00	100.00%
261	Unif Jake/Jon/Lelgh	\$300.00	\$0.00	\$300.00	\$0.00	100.00%
303	Engineering Fees	\$25,000.00	\$734.50	\$4,983.00	\$20,017.00	19.93%
304	Legal Fees (Civil)	\$1,000.00	\$0.00	\$210.00	\$790.00	21.00%
314	Surveyor	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
316	Security Monitoring	\$200.00	\$0.00	\$126.90	\$73.10	63.45%
320	Communications	\$1,600.00	\$199.30	\$937.03	\$662.97	58.56%
322	Postage	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
331	Travel Expenses	\$1,000.00	\$0.00	\$253.62	\$746.38	25.36%
340	Advertising	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
351	Legal Notices Publishing	\$100.00	\$0.00	\$55.25	\$44.75	55.25%
360	Insurance	\$27,000.00	\$0.00	\$24,865.00	\$2,135.00	92.09%
381	Electric Utilities	\$14,000.00	\$566.16	\$7,341.49	\$6,658.51	52.44%
383	Gas Utilities	\$6,000.00	\$68.03	\$2,242.00	\$3,758.00	37.37%
384	Refuse/Garbage Disposal	\$1,000.00	\$56.64	\$930.30	\$69.70	93.03%
385	Sewer Utility	\$400.00	\$17.39	\$243.46	\$156.54	60.87%
405	Cleaning Services	\$3,700.00	\$176.25	\$1,923.55	\$1,776.45	51.99%
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	\$0.00	\$592.31	\$407.69	59.23%
433	Dues and Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
442	Safety Prog/Equipment	\$1,000.00	\$75.00	\$816.52	\$183.48	81.65%
443	Sales Tax	\$100.00	\$0.00	\$6,710.00	-\$6,610.00	6710.00%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
454	Joint Facility County Expense	\$45,000.00	\$900.30	\$36,844.74	\$8,155.26	81.88%
500	Capital Outlay	\$141,667.00	\$0.00	\$14,328.98	\$127,338.02	10.11%
550	Capital Outlay - Vehcles	\$0.00	\$1,112.83	\$259,367.76	-\$259,367.76	0.00%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
552	Capital Outlay-Land	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
581	Capital Outlay -Seal Coat	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
582	Capital Outlay - Crackfill	\$0.00	\$22,920.00	\$55,370.00	-\$55,370.00	0.00%
583	Capital Outlay - Overlays	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
584	Capital Outlay - Road Const	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2015 Budget	AUGUST 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$635,419.00	\$58,267.66	\$656,487.20	-\$21,068.20	103.32%
DEPT 43100 Cemetery						
210	Operating Supplies	\$940.00	\$0.00	\$195.80	\$744.20	20.83%
220	Repair/Maint Supply - Equip	\$250.00	\$146.39	\$698.07	-\$448.07	279.23%
360	Insurance	\$60.00	\$0.00	\$65.42	-\$5.42	109.03%
381	Electric Utilities	\$350.00	\$55.75	\$158.35	\$191.65	45.24%
430	Miscellaneous	\$400.00	\$0.00	\$34.00	\$366.00	8.50%
452	Refund	\$0.00	\$0.00	\$900.00	-\$900.00	0.00%
500	Capital Outlay	\$1,000.00	\$350.00	\$1,333.97	-\$333.97	133.40%
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	\$552.14	\$3,385.61	-\$385.61	112.85%
DEPT 45100 Park and Recreation (GENERAL)						
100	Wages and Salaries Dept Head	\$66,107.00	\$5,131.18	\$42,865.58	\$23,241.42	64.84%
101	Assistant	\$27,406.00	\$2,108.16	\$17,575.15	\$9,830.85	64.13%
103	Tech 1	\$37,232.00	\$2,267.45	\$23,515.48	\$13,716.52	63.16%
104	Tech 2	\$12,750.00	\$0.00	\$0.00	\$12,750.00	0.00%
105	Part-time	\$13,500.00	\$2,250.00	\$17,668.13	-\$4,168.13	130.88%
108	Tech 3	\$25,376.00	\$2,440.00	\$17,410.99	\$7,965.01	68.61%
121	PERA	\$12,666.00	\$896.03	\$7,745.20	\$4,920.80	61.15%
122	FICA	\$13,951.00	\$1,029.14	\$8,656.78	\$5,294.22	62.05%
131	Employer Paid Health	\$31,315.00	\$1,572.77	\$12,582.16	\$18,732.84	40.18%
132	Employer Paid Disability	\$1,624.00	\$119.59	\$956.72	\$667.28	58.91%
133	Employer Paid Dental	\$4,104.00	\$273.70	\$2,247.66	\$1,856.34	54.77%
134	Employer Paid Life	\$336.00	\$22.40	\$177.34	\$158.66	52.78%
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	\$6,565.00	\$0.00	\$6,252.00	\$313.00	95.23%
152	Health Savings Account Contrib	\$15,000.00	\$0.00	\$7,500.00	\$7,500.00	50.00%
200	Office Supplies	\$200.00	\$0.00	\$250.15	-\$50.15	125.08%
208	Instruction Fees	\$500.00	\$0.00	\$233.31	\$266.69	46.66%
210	Operating Supplies	\$1,600.00	\$133.71	\$851.96	\$748.04	53.25%
212	Motor Fuels	\$2,000.00	\$197.31	\$781.68	\$1,218.32	39.08%
213	Diesel Fuel	\$1,500.00	\$102.77	\$258.12	\$1,241.88	17.21%
220	Repair/Maint Supply - Equip	\$3,000.00	\$9.77	\$1,848.06	\$1,151.94	61.60%
221	Repair/Maint Vehicles	\$2,000.00	\$0.00	\$1,055.79	\$944.21	52.79%
223	Bldg Repair Suppl/Maintenance	\$10,000.00	\$980.29	\$7,773.91	\$2,226.09	77.74%
231	Chemicals	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
235	Signs	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
254	Concessions - Pop	\$300.00	\$157.82	\$315.81	-\$15.81	105.27%
255	Concessions - Food	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
258	Unif Bob/Ted/Gerald	\$300.00	\$0.00	\$300.00	\$0.00	100.00%
261	Unif Jake/Jon/Leigh	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
264	Unif Bobby/Ron	\$225.00	\$47.93	\$214.18	\$10.82	95.19%
304	Legal Fees (Civil)	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
308	Instructors Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
309	Tennis	\$1,600.00	\$21.78	\$270.41	\$1,329.59	16.90%
310	Program Supplies	\$1,000.00	\$0.00	\$1,152.79	-\$152.79	115.28%
311	Softball/Baseball	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
312	Aerobic Instruction	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2015 Budget	AUGUST 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
315	Warm House/Garage Exp	\$1,000.00	\$167.34	\$558.30	\$441.70	55.83%
316	Security Monitoring	\$700.00	\$0.00	\$821.88	-\$121.88	117.41%
317	Soccer/Skating	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
318	Garage (North)	\$3,000.00	\$100.00	\$1,582.98	\$1,417.02	52.77%
319	Donation Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$3,500.00	\$287.82	\$1,945.73	\$1,554.27	55.59%
322	Postage	\$150.00	\$16.85	\$55.08	\$94.92	36.72%
323	Garage (East)	\$800.00	\$0.13	\$312.30	\$487.70	39.04%
324	Disc Golf Expenses	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
331	Travel Expenses	\$700.00	\$32.20	\$445.64	\$254.36	63.66%
335	Background Checks	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
340	Advertising	\$500.00	\$317.20	\$435.00	\$65.00	87.00%
351	Legal Notices Publishing	\$0.00	\$0.00	\$34.00	-\$34.00	0.00%
360	Insurance	\$15,000.00	\$0.00	\$13,260.26	\$1,739.74	88.40%
381	Electric Utilities	\$13,000.00	\$1,949.60	\$9,029.70	\$3,970.30	69.46%
383	Gas Utilities	\$7,500.00	\$106.92	\$3,536.55	\$3,963.45	47.15%
384	Refuse/Garbage Disposal	\$800.00	\$71.36	\$501.02	\$298.98	62.63%
403	Improvements Other Than Bldgs	\$3,800.00	\$0.00	\$2,633.00	\$1,167.00	69.29%
413	Office Equipment Rental/Repair	\$700.00	\$0.00	\$15.00	\$685.00	2.14%
415	Equipment Rental	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
430	Miscellaneous	\$800.00	\$32.16	\$504.42	\$295.58	63.05%
433	Dues and Subscriptions	\$500.00	\$0.00	\$165.00	\$335.00	33.00%
442	Safety Prog/Equipment	\$1,500.00	\$0.00	\$62.07	\$1,437.93	4.14%
443	Sales Tax	\$3,200.00	\$0.00	\$2,428.00	\$772.00	75.88%
445	Sr Meals Expense	\$400.00	\$0.00	\$6.40	\$393.60	1.60%
448	Weight Room Ins Reimbur	\$150.00	\$10.50	\$102.75	\$47.25	68.50%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
452	Refund	\$150.00	\$35.00	\$388.38	-\$238.38	258.92%
453	80 Acre Development Expense	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
457	Weight Room Expenses	\$500.00	\$30.89	\$857.47	-\$357.47	171.49%
459	PAL Foundation Expenditures	\$3,000.00	\$17,974.68	\$22,557.10	-\$19,557.10	751.90%
461	Silver Sneakers	\$5,000.00	\$483.00	\$3,726.00	\$1,274.00	74.52%
481	Park Master Plan	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$69,250.00	\$1,312.18	\$29,009.18	\$40,240.82	41.89%
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		\$437,857.00	\$42,843.77	\$276,690.69	\$161,166.31	63.19%
DEPT 45500 Library						
101	Assistant	\$27,872.00	\$2,200.20	\$18,070.60	\$9,801.40	64.83%
121	PERA	\$2,090.00	\$165.01	\$1,378.06	\$711.94	65.94%
122	FICA	\$2,132.00	\$146.93	\$1,234.13	\$897.87	57.89%
131	Employer Paid Health	\$12,442.00	\$1,036.82	\$8,294.56	\$4,147.44	66.67%
132	Employer Paid Disability	\$216.00	\$19.52	\$156.16	\$59.84	72.30%
133	Employer Paid Dental	\$1,116.00	\$80.91	\$671.38	\$444.62	60.16%
134	Employer Paid Life	\$67.00	\$5.60	\$44.80	\$22.20	66.87%
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	\$169.41	\$1,171.08	\$828.92	58.55%
202	Library Subscriptions	\$500.00	\$0.00	\$366.60	\$133.40	73.32%
203	Library Books	\$500.00	\$171.04	\$4,645.72	-\$4,145.72	929.14%

OBJ	OBJ Descr	2015 Budget	AUGUST 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
204	Children s Program Expense	\$150.00	\$0.00	\$8.75	\$141.25	5.83%
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	\$59.37	\$414.94	\$585.06	41.49%
322	Postage	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
360	Insurance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
413	Office Equipment Rental/Repair	\$500.00	\$0.00	\$1,015.00	-\$515.00	203.00%
430	Miscellaneous	\$1,000.00	\$40.38	\$40.38	\$959.62	4.04%
443	Sales Tax	\$0.00	\$0.00	\$14.00	-\$14.00	0.00%
452	Refund	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
459	PAL Foundation Expenditures	\$250.00	\$539.50	\$2,223.32	-\$1,973.32	889.33%
500	Capital Outlay	\$500.00	\$0.00	\$2,164.00	-\$1,664.00	432.80%
600	Principal	\$1,250.00	\$104.14	\$833.12	\$416.88	66.65%
DEPT 45500 Library		\$59,885.00	\$4,738.83	\$47,246.60	\$12,638.40	78.90%
DEPT 47014 2012 Series A						
600	Principal	\$175,000.00	\$0.00	\$175,000.00	\$0.00	100.00%
610	Interest	\$34,403.00	\$0.00	\$34,402.50	\$0.50	100.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$183.00	-\$183.00	0.00%
DEPT 47014 2012 Series A		\$209,403.00	\$0.00	\$209,585.50	-\$182.50	100.09%
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	\$2,500.00	-\$2,500.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47015 47015 Series 2015B		\$0.00	\$0.00	\$2,500.00	-\$2,500.00	0.00%
DEPT 48000 Recycling						
384	Refuse/Garbage Disposal	\$32,340.00	\$2,433.00	\$19,464.00	\$12,876.00	60.19%
388	Recycling Expenses	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
430	Miscellaneous	\$2,340.00	\$262.00	\$2,096.00	\$244.00	89.57%
DEPT 48000 Recycling		\$34,780.00	\$2,695.00	\$21,560.00	\$13,220.00	61.99%
FUND 101 GENERAL FUND		\$3,056,468.00	\$444,956.02	\$2,668,885.73	\$387,582.27	87.32%
FUND 301 DEBT SERVICE FUND						
DEPT 47000 Emer Svcs Ctr Refunding 2004						
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
602	REA Loan Payment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47000 Emer Svcs Ctr Refunding 200		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47001 Community Ctr Refunding 2002						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47001 Community Ctr Refunding 200		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47002 G.O. Improve-Wilderness						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47002 G.O. Improve-Wilderness		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47003 1999 Series A Improvement Bond						

OBJ	OBJ Descr	2015 Budget	AUGUST 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47003 1999 Series A Improvement B		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47004 1999 Series B Improvement Bond						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47004 1999 Series B Improvement B		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47005 2001 Series A Improvement Bond						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47005 2001 Series A Improvement B		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47006 2002 Series A Improvement Bond						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47006 2002 Series A Improvement B		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47008 2003 Series B Sewer						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47008 2003 Series B Sewer		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47009 2003 Joint Facility						
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47009 2003 Joint Facility		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47010 2004 Series A						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47010 2004 Series A		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47011 2006 Series B Improvement Bond						
600	Principal	\$150,000.00	\$0.00	\$150,000.00	\$0.00	100.00%
610	Interest	\$12,430.00	\$0.00	\$12,430.00	\$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%
DEPT 47011 2006 Series B Improvement B		\$162,430.00	\$0.00	\$162,430.00	\$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%

OBJ	OBJ Descr	2015 Budget	AUGUST 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
DEPT 47013	Bond Disclosure					
440	Telephone Co Reimb Expense	\$1,200.00	\$0.00	\$1,012.50	\$187.50	84.38%
621	Continung Disclosure Expene	\$1,200.00	\$0.00	\$1,012.50	\$187.50	84.38%
DEPT 47013	Bond Disclosure	\$2,400.00	\$0.00	\$2,025.00	\$375.00	84.38%
DEPT 47014	2012 Series A					
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$130,000.00	\$0.00	\$130,000.00	\$0.00	100.00%
610	Interest	\$1,300.00	\$0.00	\$1,300.00	\$0.00	100.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$134.00	-\$134.00	0.00%
DEPT 47014	2012 Series A	\$131,300.00	\$0.00	\$131,434.00	-\$134.00	100.10%
FUND 301	DEBT SERVICE FUND	\$296,130.00	\$0.00	\$295,889.00	\$241.00	99.92%
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	\$59.50	\$590.50	9.15%
640	Tax Increment 1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
641	Tax Increment 2	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
642	Tax Increment 3	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
643	Tax Increment 6	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
644	Tax Increment 7 - Stone #1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
645	Tax Increment 8 - Crosswoods	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
646	TaxIncrement 9-C&J Dev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
650	Administrative Costs	\$650.00	\$0.00	\$100.00	\$550.00	15.38%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46000	Tax Increment Financing	\$1,300.00	\$0.00	\$159.50	\$1,140.50	12.27%
DEPT 46001	TIF 1-9 MidWest Asst Living					
646	TaxIncrement 9-C&J Dev	\$11,700.00	\$0.00	\$5,779.24	\$5,920.76	49.40%
DEPT 46001	TIF 1-9 MidWest Asst Living	\$11,700.00	\$0.00	\$5,779.24	\$5,920.76	49.40%
FUND 405	TAX INCREMENT FINANCE PROJEC	\$13,000.00	\$0.00	\$5,938.74	\$7,061.26	45.68%

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

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

OBJ	OBJ Descr	2015 Budget	AUGUST 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46500 Economic Develop mt (GENER		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47000 Emer Svcs Ctr Refunding 2004						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
616	Bond Discount	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47000 Emer Svcs Ctr Refunding 200		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47009 2003 Joint Facility						
430	Miscellaneous	\$10,000.00	\$0.00	\$3,457.50	\$6,542.50	34.58%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47009 2003 Joint Facility		\$10,000.00	\$0.00	\$3,457.50	\$6,542.50	34.58%
FUND 502 ECONOMIC DEVELOPMENT FUND		\$10,000.00	\$0.00	\$3,457.50	\$6,542.50	34.58%
FUND 503 EDA (REVOLVING LOAN)						
DEPT 46500 Economic Develop mt (GENERAL)						
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
447	Loan Disbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46500 Economic Develop mt (GENER		\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
FUND 503 EDA (REVOLVING LOAN)		\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
FUND 601 SEWER OPERATING FUND						
DEPT 43200 Sewer						
100	Wages and Salaries Dept Head	\$70,847.00	\$5,465.76	\$45,672.42	\$25,174.58	64.47%
101	Assistant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
103	Tech 1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
104	Tech 2	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
108	Tech 3	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
121	PERA	\$5,314.00	\$409.94	\$3,483.89	\$1,830.11	65.56%
122	FICA	\$5,420.00	\$392.92	\$3,351.37	\$2,068.63	61.83%
131	Employer Paid Health	\$12,442.00	\$1,036.82	\$8,294.56	\$4,147.44	66.67%
132	Employer Paid Disability	\$531.00	\$48.06	\$384.48	\$146.52	72.41%
133	Employer Paid Dental	\$1,116.00	\$80.91	\$671.38	\$444.62	60.16%
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	\$3,674.00	\$0.00	\$3,553.00	\$121.00	96.71%
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	\$639.14	-\$389.14	255.66%
208	Instruction Fees	\$2,000.00	\$310.05	\$2,313.21	-\$313.21	115.66%
210	Operating Supplies	\$1,500.00	\$0.00	\$1,411.07	\$88.93	94.07%
212	Motor Fuels	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
213	Diesel Fuel	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
220	Repair/Maint Supply - Equip	\$7,000.00	\$11,007.00	\$13,427.63	-\$6,427.63	191.82%
221	Repair/Maint Vehicles	\$1,500.00	\$0.00	\$60.55	\$1,439.45	4.04%
222	Tires	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$1,500.00	\$95.55	\$5,063.97	-\$3,563.97	337.60%
229	Oper/Maint - Lift Station	\$12,000.00	\$202.28	\$2,581.05	\$9,418.95	21.51%
230	Repair/Maint - Collection Syst	\$7,000.00	\$0.00	\$950.35	\$6,049.65	13.58%

OBJ	OBJ Descr	2015 Budget	AUGUST 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
231	Chemicals	\$10,000.00	\$2,938.54	\$11,868.54	-\$1,868.54	118.69%
258	Unif Bob/Ted/Gerald	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
303	Engineering Fees	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
304	Legal Fees (Civil)	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
320	Communications	\$600.00	\$47.09	\$326.61	\$273.39	54.44%
321	Communications-Cellular	\$1,400.00	\$135.19	\$970.32	\$429.68	69.31%
322	Postage	\$800.00	\$268.69	\$623.93	\$176.07	77.99%
331	Travel Expenses	\$2,000.00	\$580.86	\$2,107.63	-\$107.63	105.38%
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$200.00	\$0.00	\$119.00	\$81.00	59.50%
360	Insurance	\$7,500.00	\$0.00	\$7,845.51	-\$345.51	104.61%
381	Electric Utilities	\$26,000.00	\$2,274.40	\$16,999.01	\$9,000.99	65.38%
383	Gas Utilities	\$3,000.00	\$25.00	\$2,750.09	\$249.91	91.67%
384	Refuse/Garbage Disposal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
406	Lab Testing	\$10,000.00	\$787.02	\$6,747.41	\$3,252.59	67.47%
407	Sludge Disposal	\$12,000.00	\$0.00	\$12,325.00	-\$325.00	102.71%
420	Depreciation Expense	\$200,000.00	\$0.00	\$0.00	\$200,000.00	0.00%
430	Miscellaneous	\$100.00	\$0.00	\$55.00	\$45.00	55.00%
433	Dues and Subscriptions	\$300.00	\$0.00	\$273.00	\$27.00	91.00%
442	Safety Prog/Equipment	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
443	Sales Tax	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
450	Permits	\$200.00	\$0.00	\$1,450.00	-\$1,250.00	725.00%
452	Refund	\$100.00	\$144.00	\$144.00	-\$44.00	144.00%
500	Capital Outlay	\$72,302.00	\$936.89	\$8,176.03	\$64,125.97	11.31%
553	Capital Outlay - Sewer Filters	\$0.00	\$0.00	\$21,553.00	-\$21,553.00	0.00%
554	Capital Outlay - Ox Ditch Bldg	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
555	Capital Outlay - Sewer Biosol	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
556	Capital Outlay - Sewer Exten	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 Sewer		\$492,063.00	\$27,242.57	\$191,161.95	\$300,901.05	38.85%
FUND 601 SEWER OPERATING FUND		\$492,063.00	\$27,242.57	\$191,161.95	\$300,901.05	38.85%
FUND 651 SEWER RESTRICTED SINKING FUND						
DEPT 43200 Sewer						
220	Repair/Maint Supply - Equip	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 Sewer		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal						
600	Principal	\$170,000.00	\$0.00	\$170,000.00	\$0.00	100.00%
610	Interest	\$36,591.00	\$0.00	\$38,005.00	-\$1,414.00	103.86%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$15,000.00	\$0.00	\$178.00	\$14,822.00	1.19%
DEPT 47007 2003 Series A Disposal		\$221,591.00	\$0.00	\$208,183.00	\$13,408.00	93.95%
DEPT 47008 2003 Series B Sewer						
452	Refund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47008 2003 Series B Sewer		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 651 SEWER RESTRICTED SINKING FUN		\$221,591.00	\$0.00	\$208,183.00	\$13,408.00	93.95%
FUND 652 WASTEWATER MGMT DISTRICT						

OBJ	OBJ Descr	2015 Budget	AUGUST 2015 Amt	2015 YTD Amt	2015 YTD Balance	%YTD Budget
DEPT 41910	Planning and Zoning					
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41910	Planning and Zoning	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 652	WASTEWATER MGMT DISTRICT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$4,090,252.00	\$472,198.59	\$3,373,515.92	\$716,736.08	82.48%

B. 6.

City of Crosslake					
08/31/2015 Budget to Actual Analysis (Remove Debt Service, Capital Outlay and Operating Transfers)					
Description	2015 Budget	31-Aug	2015 YTD Amount	2015 YTD Balance	2015 %YTD Budget
<b>Total Expense (From Month End Report For August 31, 2015)</b>	<b>\$ 4,090,252</b>	<b>\$ 472,199</b>	<b>\$ 3,373,516</b>	<b>\$ 716,736</b>	<b>82.48%</b>
<b>Adjustments:</b>					
<u>Less: All DS Issues</u>					
(101-41400-600) Administration: Copier Lease	(1,890)	(129)	(1,032)	(858)	54.60%
(101-41910-600) Planning and Zoning: Copier Lease	(1,890)	(129)	(1,032)	(858)	54.60%
(101-42280-600) Fire Administration - Principal	(15,602)	0	(15,602)	0	100.00%
(101-42280-600) Fire Administration - Interest	(740)	0	(741)	1	100.08%
(101-42280-620) Fire Administration - Fiscal Agent Fees	(425)	0	0	(425)	0.00%
(101-45100-600) Parks and Rec.: Copier Lease	(1,250)	(104)	(833)	(417)	66.65%
(101-45500-600) Library: Copier Lease	(1,250)	(104)	(833)	(417)	66.65%
(101-47014-600) 2012 Series A - Principal	(175,000)	0	(175,000)	0	100.00%
(101-47014-610) 2012 Series A - Interest	(34,403)	0	(34,403)	0	100.00%
(101-47014-620) 2012 Series A - Fiscal Agent Fees	0	0	(183)	183	0.00%
(101-47015-615) Series 2015B Equip. Cert. Issuance Costs	0	0	(2,500)	2,500	0.00%
(301-47011-600) 2006 Series B - Principal	(150,000)	0	(150,000)	0	100.00%
(301-47011-610) 2006 Series B - Interest	(12,430)	0	(12,430)	0	100.00%
(301-47014-600) 2012 Series A - Principal	(130,000)	0	(130,000)	0	100.00%
(301-47014-610) 2012 Series A - Interest	(1,300)	0	(1,300)	0	100.00%
(301-47014-621) Fiscal Agent Fees	0	0	(134)	134	0.00%
(301-47013-440/621) Fiscal Agent Fees	(2,400)	0	(2,025)	(375)	0.00%
(651-47007-600) 2012 Series A Disposal - Prin.. ( Reported on B/S)	(170,000)	0	(170,000)	0	0.00%
(651-47007-610) 2012 Series A Disposal -Interest	(36,590)	0	(38,005)	1,415	103.87%
(651-47007-620) 2012 Series A Disposal - Fiscal Agent Fees	(15,000)	0	(178)	(14,822)	1.19%
<b>Total Debt Service</b>	<b>(750,170)</b>	<b>(466)</b>	<b>(736,231)</b>	<b>(13,939)</b>	<b>98.14%</b>
<u>Less - All Capital Outlay Accounts:</u>					
(101-41400-600) Administration	(19,400)	(937)	(2,764)	(16,636)	14.25%
(101-41910-500) Planning and Zoning	(19,400)	(937)	(5,480)	(13,920)	28.25%
(101-41940-500) General Government Capital Outlay	(113,000)	(2,800)	(2,800)	(110,200)	2.48%
(101-42110-500) Police Administration Capital Outlay	(6,500)	0	(9,118)	2,618	140.28%
(101-42110-550) Police Administration Capital Outlay - Vehicles	(45,000)	(4,444)	(43,999)	(1,001)	97.77%
(101-42280-500) Fire Administration - Capital Outlay	(46,902)	(1,258)	(21,214)	(25,688)	45.23%
(101-42280-550) Fire Administration - Capital Outlay - Vehicles	0	(221,000)	(472,677)	472,677	0.00%
(101-43000-500) Public Works - Capital Outlay	(141,668)	(24,033)	(329,067)	187,399	232.28%
(101-43100-500) Cemetery - Capital Outlay	(1,000)	(350)	(1,334)	334	133.40%
(101-45100-500) Parks and Recreation - Capital Outlay	(69,250)	(1,312)	(29,009)	(40,241)	41.89%
(101-45500-500) Library	(500)	0	(2,164)	1,664	0.00%
(601-43200-500) Sewer - Capital Outlay	(72,302)	(937)	(29,729)	(42,573)	41.12%
<b>Total Capital Outlay</b>	<b>(534,922)</b>	<b>(258,008)</b>	<b>(949,355)</b>	<b>414,433</b>	<b>177.48%</b>
<u>Less: Operating Transfers Between Funds:</u>					
N/A	0	0	0	0	0%
N/A	0	0	0	0	0%
<b>Total Operating Transfers Between Funds</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<u>Less: Depreciation/Amortization</u>					
(601) Depreciation	(200,000)	0	0	(200,000)	0.00%
<b>Adjusted Expenditures</b>	<b>\$ 2,605,161</b>	<b>\$ 213,724</b>	<b>\$ 1,687,931</b>	<b>\$ 917,230</b>	<b>64.79%</b>
<b>Linear Assumption (8 Month/12 Months) = 66.67%</b>					
	<b>66.67%</b>	<b>\$ 2,726,835</b>			<b>-1.87%</b>

City of Crosslake  
Pledged Collateral  
August 31, 2015

Depository	Percent of Total Bank Balance	Bank Balance	Less: Insurance FDIC/NCUA	Deposits Requiring Collateral	Amount of Collateral Required (110% of Deposits Requiring Collateral)	Market Value of Collateral Provided	Sufficient Collateral Coverage (Insufficient)	Collateral Description	Expiration Date
Riverwood Bank	8.8%	\$ 199,790	\$ 250,000	\$ 0	\$ 0	\$ 0	\$ 0		
First National Bank	14.3%	\$ 325,265	\$ 250,000	\$ 75,265	\$ 82,791	\$ 200,000	\$ 117,209	Letter of Credit #2552-16	11/14/2016
BlackRidge Bank	34.0%	\$ 774,637	\$ 250,000	\$ 524,637	\$ 577,101	\$ 1,000,000	\$ 422,899	Letter of Credit 4072-161	2/27/2016
Frandsen Bank and Trust	42.9%	\$ 977,834	\$ 250,000	\$ 727,834	\$ 800,617	\$ 1,517,686	\$ 717,069	3128MDTJ2; 36179NRP GNMA	08/01/2028; 10/20/2043
<b>Totals</b>	<b>100.0%</b>	<b>\$ 2,277,525</b>		<b>\$ 1,327,736</b>	<b>\$ 1,460,509</b>	<b>\$ 2,717,686</b>	<b>\$ 1,257,177</b>		

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# Crosslake Communications

## Balance Sheet

For The Seven Months Ending July 31, 2015

	<b>YTD Amount</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
Cash in Checking and Savings Accounts	387,310.60
Temporary Cash Investments	842,023.85
Restricted Cash Investments	739,451.91
Due From Customers	9,110.36
Other Accounts Receivable	72,217.05
Interest Receivable	3,702.79
Material - Regulated	73,573.26
Materials - Deregulated	9,807.69
Prepayments and Other	79,186.02
<b>Total Current Assets</b>	<b>2,216,383.53</b>
<b>Noncurrent Assets</b>	
Other Investments	54,022.21
Nonreg Plant and Equipment	277,900.47
Deferred Charges	100,518.35
<b>Total Noncurrent Assets</b>	<b>432,441.03</b>
<b>Plant, Property and Equipment - Telephone</b>	
Telecommunications Plant in Service	12,351,549.94
Plant Under Construction	391,515.30
Less Accumulated Depreciation - Telephone	(7,680,232.95)
<b>Plant - Telephone</b>	<b>5,062,832.29</b>
<b>Plant, Property and Equipment - Cable</b>	
Cable Plant in Service	2,839,110.20
Less Accumulated Depreciation - Cable	(2,543,001.88)
<b>Net Plant - Cable</b>	<b>296,108.32</b>
<b>Total Assets</b>	<b>\$ 8,007,765.17</b>
<b>LIABILITIES</b>	
<b>Current Liabilities</b>	
Accounts Payable	225,647.77
Advance Billings and Prepayment	6,629.80
Customer Deposits	60,440.53
Accrued Interest	9,046.36
Other Current Liabilities	34,825.07
<b>Total Current Liabilities</b>	<b>336,589.53</b>
<b>Long-Term Debt</b>	
2006 Utility Revenue Bond	2,485,000.00
<b>Total Long-Term Debt</b>	<b>2,485,000.00</b>
<b>Other Liabilities and Deferred Credits</b>	
Other Long-Term Liabilities	120,597.00
Other Deferred Credits	0.00
<b>Total Other Liabilities and Credits</b>	<b>120,597.00</b>
<b>EQUITY</b>	
Income Balance	(34,986.55)
Fund Equity	5,100,565.19
<b>Total Equity</b>	<b>5,065,578.64</b>
<b>Total Liabilities and Equity</b>	<b>\$ 8,007,765.17</b>

## Crosslake Communications Income Statement

For The Seven Months Ending July 31, 2015

	<u>PTD Amount</u>	<u>LYPTD Amount</u>	<u>YTD Amount</u>	<u>LYTD Amount</u>
<b>Revenues</b>				
Local Network Service	39,585.41	40,886.86	246,186.58	257,170.02
Network Access Service Revenue	71,195.38	69,712.46	484,912.65	490,941.05
Directory and Other Misc. Reg Revenue	4,038.49	4,221.76	27,868.13	28,894.77
Internet, Computer Sales	86,818.95	81,467.22	523,515.57	495,144.48
Uncollectible Revenue	63.75	42.26	37.25	31.76
Cable Revenue	126,456.07	121,410.92	672,116.65	654,405.99
Tower, Rent and Ad Revenue	21,560.32	19,388.68	93,373.59	92,352.90
Other Sales, Lease and Install Revenue	16,806.81	15,312.85	91,169.71	95,724.60
<b>Total Operating Revenue</b>	<b>366,525.18</b>	<b>352,443.01</b>	<b>2,139,180.13</b>	<b>2,114,665.57</b>
<b>Operating Expenses</b>				
Plant Specific Operations Expense	41,901.90	37,003.82	240,015.62	250,440.11
Plant Nonspecific Operations Expense	28,729.00	31,877.70	181,688.34	204,967.94
Depreciation Expense	75,155.86	66,446.21	481,552.74	460,325.53
Customer Operations Expense	32,083.83	28,918.72	192,710.65	187,722.20
Corporate Operations Expense	36,667.41	38,683.53	221,977.86	239,537.52
Internet, Computer Sales Expense	33,786.04	37,391.05	185,829.13	197,810.76
Other Non Reg Expenses	1,830.99	2,399.73	10,714.50	10,191.94
Signal Purchases	83,373.63	72,743.82	456,636.09	402,064.44
Operating Transfers to City	24,065.17	23,140.50	168,428.58	161,990.67
<b>Total Operating Expenses</b>	<b>357,593.83</b>	<b>338,605.08</b>	<b>2,139,553.51</b>	<b>2,115,051.11</b>
<b>Total Operating Income (Loss)</b>	<b>8,931.35</b>	<b>13,837.93</b>	<b>(373.38)</b>	<b>(385.54)</b>
<b>Total Operating Ratio</b>	<b>97.56 %</b>	<b>96.07 %</b>	<b>100.02 %</b>	<b>100.02 %</b>
<b>Other Income (Expense)</b>				
Investment Income	1,333.37	1,587.09	14,508.47	11,387.15
Revenue Bond/Co Bank Interest	(4,475.91)	(11,700.83)	(40,754.38)	(81,905.81)
Amortize Debt Expense	(1,321.16)	(781.70)	(8,708.66)	(5,471.90)
Gain/(Loss) on Investments	0.00	0.00	344.40	(5.10)
Miscellaneous	(0.63)	(0.15)	(3.00)	(0.43)
<b>Total Other Income (Expense)</b>	<b>(4,464.33)</b>	<b>(10,895.59)</b>	<b>(34,613.17)</b>	<b>(75,996.09)</b>
<b>Total Net Income (Loss)</b>	<b>4,467.02</b>	<b>2,942.34</b>	<b>(34,986.55)</b>	<b>(76,381.63)</b>

# Crosslake Communications

## Detail of Reserve Balances

7/31/2015

<b>Restricted and Designated Investments</b>	
Revenue Bond Reserve	\$248,500.00
Bond Payment Account	\$0.00
Cable Operations & Maintenance Reserve	\$32,911.69
Reserve for BiAnnual Debt Payments	319,866.71
New Central Office Reserve (Switch)	0.00
Heavy Equipment Reserve	60,666.76
Vehicle Reserve	17,955.02
Building Maintenance Reserve	0.00
New Technology Reserve	59,551.73
<b>Total Restricted and Designated Investments</b>	<b>\$739,451.91</b>
Unrestricted Investments	842,023.85
<b>Total Investments</b>	<b>\$1,581,475.76</b>
Unposted Market Value Allow	(\$1,630.28)
Wells Fargo	1,265,845.18
Riverwood Bank	199,773.17
4M Fund	114,227.13
<b>Total Per Statements</b>	<b>1,579,845.48</b>

CROSSLAKE COMMUNICATIONS  
**Accounts Payable**  
**Check Register**  
07/01/2015 To 07/31/2015

B.g.

Bank Account: GENERAL ACCOUNT

Check No.	Date	Vendor Name	Reference	Amount
1962	07/01/2015	FRANSEN BANK AND TRUST	CELL PHONE CASES & SCREEN PROTECTORS	43.20
1974	07/02/2015	INTERNAL REVENUE SERVICE	FEDERAL,FICA, MEDICARE	4,794.86
1975	07/02/2015	PERA	PERA EE & ER	2,960.56
1976	07/02/2015	MINNESOTA DEPT OF REVENUE	MINNESOTA WITHHOLDING	765.47
1977	07/02/2015	ING-DEFERRED COMP	DEFERRED COMP.	1,805.00
1978	07/10/2015	CITY OF CROSSLAKE (SEWER)	JUNE SEWER	37.00
1979	07/31/2015	INTERNAL REVENUE SERVICE	JULY EXCISE TAX	1,324.93
1989	07/17/2015	INTERNAL REVENUE SERVICE	FEDERAL,FICA, MEDICARE	5,131.62
1990	07/17/2015	PERA	PERA EE & ER	2,704.50
1991	07/17/2015	MINNESOTA DEPT OF REVENUE	MINNESOTA WITHHOLDING	847.35
1992	07/17/2015	ING-DEFERRED COMP	DEFERRED COMP.	1,750.00
1993	07/27/2015	CROW WING POWER	JUNE ELECTRIC SERVICE	4,781.19
1994	07/27/2015	MINNESOTA DEPT OF REVENUE	JULY SALES & USE TAX	13,912.00
2004	07/31/2015	INTERNAL REVENUE SERVICE	FEDERAL,FICA, MEDICARE	5,032.28
2005	07/31/2015	PERA	PERA EE & ER	2,685.01
2006	07/31/2015	MINNESOTA DEPT OF REVENUE	MINNESOTA WITHHOLDING	820.30
2007	07/31/2015	DEFERRED COMP	DEFERRED COMP.	2,000.00
31280	07/10/2015	PAUL BUNYAN COMMUNICATIONS	JULY LOCAL CHANNEL TRANSPORT	800.00
31281	07/10/2015	BRAINERD DAILY DISPATCH	GRAD AD	31.00
31282	07/10/2015	MINNESOTA DEPT OF COMMERCE	1ST QTR 2016 INDIRECT ASSESSMENT	275.37
31283	07/10/2015	GOPHER STATE ONE CALL	LOCATES	224.85
31284	07/10/2015	ONVOY VOICE SERVICES	6264 PROGRAM, SS7,OPR SERV, ANSW SERV	1,309.80
31285	07/10/2015	UNITED PARCEL SERVICE	WEEKLY SERVICE & MISC SHIPPING	122.64
31286	07/10/2015	CROSSLAKE COMMUNICATIONS	PHONE SERVICE, COMM CTR VOICE MAIL	1,024.20
1287	07/10/2015	CITY OF CROSSLAKE	JULY 2015 OPERATING TRANSFER	23,825.00
31288	07/10/2015	CONSOLIDATED TELEPHONE	25 EA 721GX ONT'S	4,375.00
31289	07/10/2015	CITI LITES INC	LOCATES	2,731.65
31290	07/10/2015	THE OFFICE SHOP INC.	LEGAL & STENO PADS, CALC RIBBON, COPIER MAINT	408.93
31291	07/10/2015	POSTMASTER	POST OFFICE BOX ANNUAL FEE	206.00
31292	07/10/2015	XCEL ENERGY	METER CHARGES-SUNRISE & 16, JUN/JUL NAT'L GAS	113.96
31293	07/10/2015	MINNESOTA 9-1-1 PROGRAM	911,TAP & TAM	1,413.12
31294	07/10/2015	NCPERS MINNESOTA	JULY LIFE INSURANCE	32.00
31295	07/10/2015	NATIONAL CABLE TELEVISION COOP	24 EA SURGE SUPPRESSORS	110.59
31296	07/10/2015	CENTRAL TRANSPORT GROUP LLC	4 EA DS'S	2,332.32
31297	07/10/2015	ASSURANT EMPLOYEE BENEFITS	JULY LONG TERM DISABILITY	331.94
31298	07/10/2015	PURCHASE POWER	POSTAGE METER LEASE 7/16-10/15	138.21
31299	07/10/2015	MINNESOTA LIFE INSURANCE CO	JULY LIFE PREMIUM	93.60
31300	07/10/2015	PINNACLE	TELEPHONE DIRECTORY-II	1,123.61
31301	07/10/2015	UNIVERSAL SERVICE ADMIN CO.	JUNE FUSC	3,003.39
31302	07/10/2015	ROVI GUIDES	AFFILIATE PAYMENT	949.77
31303	07/10/2015	SHOWTIME NETWORKS INC	AFFILIATE PAYMENT	362.34
31304	07/10/2015	FOX SPORTS NET NORTH	AFFILIATE PAYMENT	11,333.78
31305	07/10/2015	TOWER DISTRIBUTION COMPANY	AFFILIATE PAYMENT	408.33
31306	07/10/2015	POP MEDIA NETWORKS, LLC	AFFILIATE PAYMENT	593.97
31307	07/10/2015	PROSTAFF	CUSTOMER SERVICE ASSISTANCE	838.38
31308	07/10/2015	AT&T - DALLAS TX	PARS - JULY 2015 BAN 1499	114.17
31309	07/10/2015	7SIGMA SYSTEMS INC	JUNE CONSULTING	4,000.00
31310	07/10/2015	THELEN HEATING & ROOFING INC.	SERVICE ON HVAC UNITS	927.00
31311	07/10/2015	CROSSLAKE ACE	BATTERIES, DRILL, CONDUIT, ANT KILLER	293.02
31312	07/10/2015	NATIONAL CABLE TEL COOP INC	AFFILIATE PAYMENT	51,377.06
31313	07/10/2015	NORTH AM NUMBERING PLAN	2015 NUMBERING PLAN -ADMIN ID 807783	35.87
314	07/10/2015	KARE GANNETT CO., INC	AFFILIATE PAYMENT	2,814.80
31315	07/10/2015	WASTE PARTNERS INC.	JUNE TRASH REMOVAL	78.00
31316	07/10/2015	NORTHLAND PRESS	SUMMER FUN GUIDE AD	165.00
31317	07/10/2015	AMBASSADOR COMPANY	WAY TO GO PROGRAM	270.00
31318	07/10/2015	CHARTER BUSINESS	JULY INTERNET FEED	3,000.00

31319	07/10/2015	4M FUND F.B.O. 35373-101	FUND DEBT SERVICE RESERVE	20,882.00
31320	07/10/2015	ONLINE INFORMATION SERVICES	26 EXCHANGE REPORTS	224.00
31321	07/10/2015	ONLINE COLLECTIONS	COLLECTION COMMISSION	27.62
31322	07/10/2015	BIG 10	AFFILIATE PAYMENT	2,761.25
31323	07/10/2015	COOPERATIVE NETWORK SERV LLC	MAY CHANNEL TRANSPORT	500.00
31324	07/10/2015	VERIZON WIRELESS	CELL PHONES	301.59
31325	07/10/2015	AQUARIUS WATER CONDITIONING INC.	WATER SOFTENER RENTAL	9
31326	07/10/2015	NISC	JUNE LICENSE FEES AND TRAINING	2,445.34
31327	07/10/2015	FOX TELEVISION STATIONS, INC.	AFFILIATE PAYMENT	3,177.13
31328	07/10/2015	CBS TELEVISION STATIONS	AFFILIATE PAYMENT	2,814.80
31329	07/10/2015	CANON FINANCIAL SERVICES, INC.	COPIER LEASE 4 OF 60	158.93
31330	07/10/2015	RAMSTAD TECHNOLOGIES, LLC	CONTRACT SPLICING ON 36	1,698.00
31331	07/10/2015	PICS TELECOM INTERNATIONAL	CISCO CORE ROUTER EQUIPMENT	29,846.14
31332	07/10/2015	CRAIG WALLACE	CREDIT REFUND	140.00
31333	07/10/2015	AMIL AASLAND	CREDIT REFUND	7.45
31334	07/10/2015	JAY ANDOLSHEK	CREDIT REFUND	44.47
31335	07/10/2015	PHYLLIS BENGTON	CREDIT REFUND	10.24
31336	07/10/2015	CHERYL GIVEN	CREDIT REFUND	105.88
31337	07/10/2015	RONALD GEISTER	CREDIT REFUND	5.13
31338	07/10/2015	PHILLIP K HAREIN	CREDIT REFUND	29.28
31339	07/10/2015	TIMOTHY MCGLYNN	CREDIT REFUND	152.27
31340	07/10/2015	WILLIAM ERIE	CREDIT REFUND	12.51
31341	07/10/2015	IVAN MILLARD	CREDIT REFUND	244.72
31342	07/10/2015	CAROL MENTH	CREDIT REFUND	76.85
31343	07/10/2015	RICHARD BIPES	CREDIT REFUND	5.14
31344	07/10/2015	ROBERT HEALES	CREDIT REFUND	12.81
31345	07/10/2015	TIM LANE	CREDIT REFUND	17.94
31346	07/10/2015	KRISTY HAGEN	CREDIT REFUND	56.39
31347	07/10/2015	JOHN MAAS	CREDIT REFUND	82.03
31348	07/10/2015	ROGER BLOMBERG	CREDIT REFUND	60.60
31349	07/10/2015	BRUCE GATELEY	CREDIT REFUND	45.84
31350	07/10/2015	WILLIAM H PAULY	CREDIT REFUND	136.85
31351	07/24/2015	NORTH PINE RIVER TIRE	REPAIR MAXI SNEAKER TIRE	41.47
31352	07/24/2015	ONVOY VOICE SERVICES	LAKES LONG DISTANCE	8.1
31353	07/24/2015	OLSEN THIELEN CO LTD	MTA/MIC ACTIVITY JAN-APR, 481 AND ETC CERT.	4,265.28
31354	07/24/2015	CONSOLIDATED TELEPHONE	JUNE MANAGEMENT FEE, INTERNET SERVICE E	19,329.75
31355	07/24/2015	CITI LITES INC	LOCATES	1,386.55
31356	07/24/2015	AMERIPRIDE LINEN & APPAREL	RUG & TOWEL SERVICE	127.95
31357	07/24/2015	NEUSTAR INC.	SOW & LNP CHARGES	190.14
31358	07/24/2015	GRAYBAR ELECTRIC COMPANY INC	JDSU INSPECT AND TEST KIT & CLEANER	4,081.92
31359	07/24/2015	MINNESOTA LIFE INSURANCE CO	AUGUST LIFE PREMIUM	93.60
31360	07/24/2015	AVID COMMUNICATION CONST. INC	CONTRACT PLOWS	16,749.59
31361	07/24/2015	PROSTAFF	CUSTOMER SERVICE ASSISTANCE	659.40
31362	07/24/2015	VANTAGE POINT	JUNE TTP SERVICE	210.00
31363	07/24/2015	CROW WING COUNTY HIGHWAY DEPT.	MAY UNLEAD & DIESEL FUEL	535.26
31364	07/24/2015	CORNERSTONE PUBL GROUP INC.	AUGUST NEWSLETTER	1,909.15
31365	07/24/2015	CALIX NETWORKS INC	ELECTRONICS FOR EOL NETWORK UPGRADE	129,799.53
31366	07/24/2015	TIGER DIRECT	OPTICAL MICE FOR RESALE & 30 N300 ROUT.	1,266.98
31367	07/24/2015	CHERI E. AYD	JULY OFFICE CLEANING	748.13
31368	07/24/2015	HUBBARD BROADCASTING, INC.	AFFILIATE PAYMENT	3,193.75
31370	07/24/2015	NTCA GROUP HEALTH PLAN	AUGUST HEALTH & LIFE	12,357.16
31371	07/24/2015	DQ TECHNOLOGY	40 EA MS05N ROUTERS	2,327.44
31372	07/24/2015	INTERSTATE TRS FUND	2015-2016 ANNUAL TRS ASSESSMENT	4,087.50
31373	07/24/2015	NISC	JULY BILLING & SCANNER	4,191.04
31374	07/24/2015	INTELLIWEATHER, INC	JULY WEATHER FEED	349.00
31375	07/24/2015	DEPARTMENT OF EMPLOYMENT AND	2ND QTR UNEMPL - HOGE I.D. 07982127	4,378.00
31376	07/24/2015	DIAMOND METAL PRODUCTS, INC.	700 SERIES MOUNTING PLATES	3,695.71
31377	07/24/2015	RAMSTAD TECHNOLOGIES, LLC	TROUBLE SHOOTING 72 FIBER ON 36	422.50
31378	07/24/2015	TRIPLE PLAY TELECOM LLC	APEX 1000 - SPARE	8,028.09
31379	07/24/2015	COOPERATIVE NETWORK SERV LLC	JUNE LOCAL CHANNEL TRANSPORT	500.00
31380	07/31/2015	IBEW LOCAL UNION 949	UNION DUES	4

Total for General Account

\$473,36

B.10.

## CROSSLAKE COMMUNICATIONS

Regular Meeting, August 28, 2015

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

### Actions Taken

The Minutes of the July 28, 2015 Joint Meeting were reviewed. Jim Talbott moved to approve the Minutes as presented. Second by Mike Winkels. All in favor, motion carried.

The July 2015 Financial Statements were reviewed. Mike Myogeto moved to approve the July 2015 Financial Statements. Second by Dave Fischer. All in favor, motion carried.

The July 2015 Check Disbursements were reviewed. Mike Winkels moved to approve the July 2015 Check Disbursements. Second by Steve Kollmann. All in favor, motion carried.

#### 1) Operations Report.

- Debby updated the Board on the County Road 36 project.
- Debby reported that the conversion of the electronics in the fiber plant is ready for implementation at customer's properties. We have had hours of support from CTC staff in preparation for this conversion. We are contacting customers to set up appointments for next week. Since CTC staff has already gone through this conversion, they will help with the installations and train our staff. After the first installations, we will wait a week to monitor everything. After that we will go ahead and continue with installations. We have approximately 300 of them which will take us through the winter.
- We have been working with Boyd Lodge to bring High Speed Internet to their cottages. When we performed the cut over on August 14<sup>th</sup>, Boyd's network team was on site and were impressed with the speeds we were providing.
- We are working with Camp Knutson to review their High Speed needs. We plan on changing out old equipment, relocating some and expanding the system to other buildings.
- We have had several conversations and meetings with Golden Rule Estates for their high speed. Their system is wireless and trying to transmit the signal through the metal walls of their units is very challenging. Their system went down late yesterday so our staff along with CTC staff will be out replacing equipment today.
- Our summer temp is done now. She was helpful during our busy times.

- The Annual Open House held August 12<sup>th</sup> was a success. We had about 300 guests enjoy a picnic lunch. We had assistance from CTC staff. The Community School parents helped with the games for kids. Everything went smooth.
  - We are researching a new product from ONVOY called VFax which is a virtual fax service. This is a great service for small business/home businesses and businesses that don't want to invest in a fax machine. It allows customers to send and receive faxes from their computer, cell phones and other devices. I will bring more information to the next Advisory Board meeting.
  - We held training for our staff on Customer Service. Kristi from CTC and Jenna from CNS did an excellent job on the presentation. The staff is now in the process of reading Strengths Finder 2.0 and taking a short test to determine their strengths.
  - We have designed an employee recognition program for our staff.
  - If you will recall, we changed answering services to Onvoy in April of this year. Our complaints from customers regarding the call out fee has been minimal compared to our former answering service. We are also being billed about half of what the former service charged.
  - I have been attending the monthly EDA meetings.
- 2) Timberwolves. Kevin reported that we renegotiated the FOX contract last year. FOX has an amendment to the current contract to add 25 Timberwolves games to the schedule for a cost of \$.45/sub. This equates to approximately \$9,500/year. Our current contract will expire at the end of 2016 and this increase will be included in that renewal. We had about 20 customers last year who wanted the games. Kevin said that the staff was willing and ready to take the calls from the few customers if we don't carry the games in order to save money. The Advisory Board was polled as to whether they would like to take the additional games. All Board members present said that they do not want to include the additional games. We will provide the language for our staff to respond to calls.
- 3) Subcommittee Report. Kevin reported that the subcommittee consisting of Liaison Brad Nelson, Council Member Gary Heacox, Advisory Board Chair Mike Winkels, General Manager Kevin Larson, Local Manager Debby Floerchinger and Accountant Cyndi Perkins met to start working on a vision for Crosslake Communications. The committee arrived at four possibilities for Crosslake Communications:
- Status Quo. This would be to continue running the company and not invest in additional fiber infrastructure – and not accumulate additional debt.
  - Sell The Company – Kevin has seen other small telcos sell out and then the companies were pretty much a non-existent entity in the community. The majority of employees lost their jobs and the office was closed to the public.
  - Create a Stand-Alone Coop with its own Board of Directors. This solution really does not address the high cost of running the business.
  - Possible Merge with another coop. All Crosslake citizens would retain ownership.
- The staff has the task of researching forecasts, assets, etc. to bring back to the committee at their next meeting in the near future.

## PERSONNEL

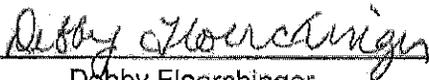
Employee Resignation. Debby reported that Melissa Larson resigned to take a position with Crow Wing County IT department. Kristi did an exit interview with Melissa before she left. Melissa's reasons for leaving were being in the field too much and not getting her daily work done and the uncertainty of the position with the City Council. Neal from CTC has been filling in for us until the position is filled. He is doing an excellent job.

We are advertising in the Brainerd Dispatch, Lake Country Echo, Pine River Journal, MTA and NTCA Job Boards, MN Works Website, Jobs HQ website, Crosslake Communications Website and the Minneapolis Star Trib online ads and have also solicited referrals from both Crosslake Communications employees and CTC employees. We have received 8 resumes so far (not all are qualified) and have three interviews scheduled for early next week.

The next Advisory Board meeting is scheduled for Tuesday, September 29, 2015 at 8:00 am at Crosslake Communications.

Jim Talbott moved to adjourn the meeting at 9:05 am.

Cc: Steve Kollmann  
Mike Myogeto  
Ann Schrupp  
Jim Talbott  
Mike Winkels  
Dave Fischer  
Steve Roe, Mayor  
Gary Heacox  
Brad Nelson  
Dave Schrupp  
Mark Wessels

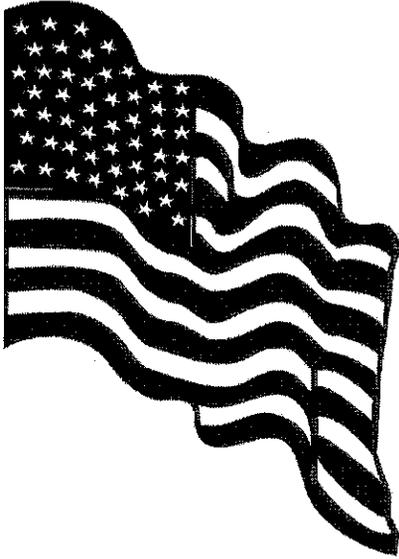
  
\_\_\_\_\_  
Debby Floerchinger  
Recording Secretary & Local Manager

CROSSLAKE COMMUNICATIONS  
CUSTOMER COUNTS

	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15
<b>Telephone Service</b>													
Telephone Lines	1659	1640	1627	1620	1618	1613	1607	1601	1591	1574	1575	1572	1561
Telephone Vacation Disconnected	20	45	121	131	153	158	156	117	37	21	19	20	22
Percentage of Telephone Customers Disconnected	1%	3%	7%	8%	9%	10%	10%	7%	2%	1%	1%	1%	1%
Extended Calling/Pequot	298	298	277	295	271	288	285	280	279	280	278	278	278
Expanded Calling/CTC, Emily	44	44	43	43	40	42	41	41	41	40	42	42	42
<b>Cable TV Service</b>													
Basic	252	258	266	269	270	272	273	270	266	252	246	251	243
Expanded Basic	1381	1378	1362	1349	1342	1334	1330	1333	1327	1347	1344	1339	1339
Digital TV	267	264	259	259	261	250	260	256	259	257	257	256	255
Total Crosslake Customers	1900	1900	1887	1877	1873	1856	1863	1859	1852	1856	1847	1846	1837
<b>Total Cable Customers</b>													
Cable Vacation Disconnected	38	242	578	674	714	751	765	677	302	50	21	22	39
Percentage of Cable Customers Disconnected	2%	13%	31%	36%	38%	40%	41%	36%	16%	3%	1%	1%	2%
<b>Premium Channels</b>													
HBO Pkg	65	64	64	62	63	60	64	63	58	57	58	57	57
Cinimax	38	39	41	37	38	38	37	36	34	33	31	32	31
Showtime Pkg	36	37	37	35	36	38	36	34	33	32	33	33	34
Starz/Encore Pkg	44	43	44	43	44	45	43	44	42	41	43	43	43
HD TV	299	299	291	286	287	290	293	302	309	325	322	327	329
DVR and 2nd HD boxes	223	222	219	216	218	220	222	225	226	257	262	272	273
1st Box No Charge	200	197	195	195	197	195	193	187	184	180	181	179	177
<b>Internet Service</b>													
Dial Up Internet	14	14	14	13	13	13	12	11	11	12	12	10	10
<b>High Speed Internet</b>													
High Speed	1351	1350	1345	1336	1342	1343	1339	1355	1375	1401	1431	1449	1460
High Speed Plus	116	116	116	122	121	127	128	124	124	120	120	118	115
High Speed Super	12	15	17	17	21	20	24	23	26	28	27	29	30
<b>High Speed Internet Totals</b>	<b>1479</b>	<b>1481</b>	<b>1478</b>	<b>1475</b>	<b>1484</b>	<b>1490</b>	<b>1491</b>	<b>1502</b>	<b>1525</b>	<b>1549</b>	<b>1578</b>	<b>1596</b>	<b>1605</b>
High Speed Vacation Disconnected	20	97	261	316	320	369	374	331	151	23	12	12	21
Percentage of High Speed Customers Disconnected	1%	7%	18%	21%	22%	25%	25%	22%	10%	1%	1%	1%	1%
Matt Box Only	182	186	197	201	208	215	213	206	183	180	180	181	180

B. 11.

B.12.



CROSSLAKE POLICE  
DEPARTMENT

MONTHLY REPORT

August

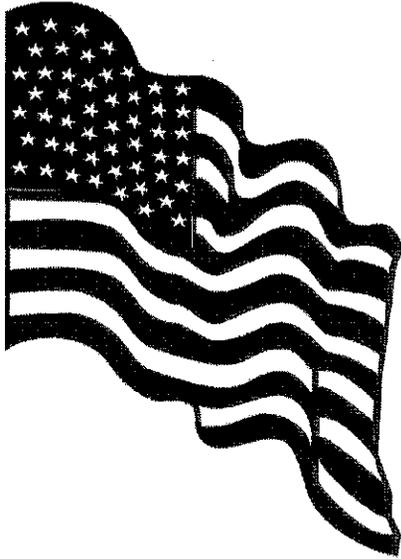
2015

**Crosslake Police Department  
Monthly Report  
August 2015**

Abandoned Vehicle	1
Agency Assist	30
Alarm	29
Animal Complaint	3
ATV	1
Burning Complaint	1
Civil Problem	1
Compliance Check	1
Damage To Property	2
Disturbance	1
Domestic	1
Driving Complaint	3
Ems	21
Extra Patrol	1
Fire	2
Fireworks	2
Found Property	5
Garbage Dumping	1
Harass Comm	1
Hazard In Road	2
Housewatch	1
Information	10
Intoxicated Person	1
Liquor Violation	2
Lost Property	4
Missing Persons	1
Motorist Assist	1
Noise Complaint	2
Open Door	1
Other	3
Parking Complaint	3

Party Complaint	1
Property Damage Acc	5
Public Assist	2
Shooting Complaint	3
Suicidal Person	1
Suspicious Activity	4
Suspicious Person	2
Suspicious Vehicle	3
Theft	6
Traffic Arrests	2
Traffic Citations	3
Traffic Warnings	79
Warrant Service Atmpt	1
Water Complaint	1
Welfare Check	3
<b>Total</b>	<b>254</b>

B.  
13.



# CROSSLAKE POLICE DEPARTMENT

## MISSION MONTHLY REPORT

August  
2015

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

Agency Assist	7
Alarm	2
Driving Complaint	3
Ems	2
Hazard In Road	1
Suspicious Person	1
Traffic Arrest	1
Traffic Citations	7
Traffic Traffic Warnings	30
Traffic Control	1
Welfare Check	2
<b>Total</b>	<b>57</b>

B.14.

**Crosslake Fire Department**

**Calls**

**Date: August 2015**

Description of Incident	Calls	YTD
<b>3 - Rescue &amp; Emergency Medical Services</b>		
311 - Medical Assist - Assist EMS Crew	30	173
300 - Rescue, EMS Incident		1
322 - Motor Vehicle Accident with Injuries		5
324 - Motor Vehicle Accident with No Injuries	1	1
340 - Search for Lost Person		
342 - Search for Lost Person in Water		
362 - Ice Rescue		
326 - Snowmobile Accident With Injuries		
<b>Total Medical:</b>	31	180
<b>1 - Fire</b>		
111 - Building Fire		1
111 - Building Fire (Mutual Aid)		5
114 - Chimney Fire	1	1
143 - Grass Fire/Wildland Fire		6
131 - Automobile Fire		1
<b>Total Fire:</b>	1	14
<b>4 - Hazardous Condition (No Fire)</b>		
412 - Gas Leak (Natural Gas or LPG)		4
424 - Carbon Monoxide Alarm		
444 - Power Line Down/Trees on Road	1	3
<b>Total Hazardous Condition:</b>	1	7
<b>6 - Good Intent Call</b>		
611 - Dispatched and Cancelled en route	3	15
609 - Smoke scare, Odor of smoke		2
<b>Total Good Intent:</b>	3	17
<b>7 - False Alarm &amp; False Call</b>		
743 - Smoke Detector Activation - No Fire		11
733 - Smoke Detector Activation due to Malfunction		
746 - Carbon Monoxide Detector Activation - No CO	1	2
731 - Sprinkler Activation due to Malfunction		
<b>Total False Alarms:</b>	1	13

<b>Total Incidents:</b>	37	231
-------------------------	----	-----



**NORTH AMBULANCE  
CROSSLAKE**

**AUGUST 2015 RUN REPORT**

TOTAL CALLOUTS: 86

NIGHT: 32 DAY: 54

No Loads: 07  
Cancels: 14  
Fire Standbys: 00  
Police Standbys: 01  
Transported Patients: 22

CROSSLAKE: 51 (3 No Load, 5 Cancel)  
BREEZY POINT: 13 (3 Cancel)  
IDEAL: 00  
MISSION: 00  
FIFTY LAKES: 03 (1 No Load)  
MANHATTAN BEACH: 01 (1 No Load)  
CENTER: 00  
TIMOTHY: 00

MUTUAL AID TO:

PINE RIVER: 13 (2 No Load, 4 Cancel)  
BRAINERD: 02 (2 Cancel)

BLS TRANSFERS: 00  
ALS TRANSFERS: 03

ALS INTERCEPTS (ADVANCED LIFE SUPPORT):

BRAINERD: 01  
PINE RIVER: 00  
AIRCARE: 01

B.16.

## MONTHLY PLANNING & ZONING STATISTICS - CROSSLAKE

PERMITS	August-2015	Year-to-Date 2015	August-2014	Year-to-Date 2014
New Construction (Dwellings)	5	17	2	17
Septic - New	1	4	4	20
Septic Upgrades	1	13	0	7
Porch / Deck	2	13	6	24
Additions	1	10	5	23
Landscape Alterations	10	42	8	35
Access, Structures	3	19	2	32
Demo/Move	0	1	1	10
Signs	0	3	0	1
Fences	0	4	1	7
E911 Addresses Assigned	4	7	1	7
<b>Total Permits</b>	<b>27</b>	<b>133</b>	<b>30</b>	<b>183</b>

ENFORCEMENT / COMPLAINTS	YTD 2015	YTD Closed 2015	YTD 2015	YTD Closed 2015
Enforcement	10	9	8	8

CUSTOMER SERVICE STATISTICS	August-2015	Year-to-Date 2015	August-2014	Year-to-Date 2014
Counter Visits	124	702	158	893
Phone Calls	141	1000	173	1450
Email	45	370	63	583
<b>Total</b>	<b>310</b>	<b>2072</b>	<b>394</b>	<b>2926</b>

Call For Service	11	67	16	76
Shoreland Rapid Assessment Completed (Buffer)	0	13	3	14
Stormwater Plans Submitted	6	38	6	27
Site Visits	59	457	62	211

COMPLIANCE SEPTIC STATISTICS	Year-To-Date Received 2015	Year-To-Date Failed 2015	Year-To-Date Received 2014	Year-To-Date Failed 2014
Septic Compliance Inspections	90	3	118	3
Passing Septic Compliance Percentage		96.7%		97.5%

PUBLIC HEARINGS	August-2015	Year-to-Date 2015	August-2014	Year-to-Date 2014
DRT	3	18	5	19
Variance	1	9	3	14
CUP/IUP	0	1	1	3
Land Use Map Amendments	0	0	0	1
Subdivisions (Metes & Bounds; Preliminary; Final)	1	4	0	2
Consolidations/Lot Line Adjustments	1	6	Not Available	Not Available

B. 17.



STATED MINUTES

City of Crosslake  
Planning Commission/Board of Adjustment

July 24, 2015  
9:00 A.M.

Crosslake City Hall  
37028 County Road 66  
Crosslake, MN 56442

1. Present: Aaron Herzog, Chair; Dave Nevin, Vice-Chair; Joel Knippel; Mark Lafon; and Council Member Gary Heacox
2. Absent: 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. 6-26-15 Minutes & Findings – **Motion by Nevin; supported by Lafon to approve the minutes & findings as written. All members voting “Aye”, Motion carried.**
5. Old Business
  - 5.1 None
6. New Business
  - 6.1 Patrick S & Amy L Minea – Variance for bluff and road right-of-way setback
  - 6.2 Ordinance Update Discussion – Article 11 Shoreland District Standards; Article 30 Signs; Article 36 Accessory Structures; Article 43 Definitions
7. Amend Agenda
  - 7.1 Bill Rolow – Conservation Development preliminary discussion
  - 7.2 July 13, 2015 City Council meeting request for Planning Commission/Board of Adjustment to review a nuisance ordinance  
**Motion by Nevin; supported by Knippel to approve the amendment to the agenda. All members voting “Aye”, Motion carried.**
8. Adjournment

**Patrick S & Amy L Minea  
142120010030009 & 142120010020009**

Kolstad read the request into the record. Discussion was held on the elevations as they originally are and the resulting elevations after the project. Herzog invited Minea, the applicant and his representative Severson from Structures International to the podium. Nevin requested a clarification of the elevation per submitted building plan versus the elevation plan submitted. Herzog asked why not build in the available building envelope? Minea responded that the current floor plan was not working for their family and that it was designed and built for a single elderly lady. He stated that the basement has moisture and they would like to correct that along with a full basement for a more practical use of a walkout. Severson explained that the layout of the two lots' building envelope did not have the width (5') at their joining location to accommodate the projects needs. Severson stated that several plans were developed before the submitted plan and that using the newly acquired vacant neighboring lot would require approximately 6 feet of fill to provide a lake view. Nevin clarified that the applicants have two lots and basically only building on one with the two taking the impact of the stormwater by his observations at the 7-23-15 Planning Commission/Board of Adjustment on-site. Herzog made clear that any setbacks currently existing that may not meet today's ordinance will be void with this variance process. Dialogue detailing the variance for the side of the bluff and the bluff versus steep slope locations on the parcels. Herzog commented on the building ability of each lot with Pence explaining each parcel is buildable and are able to be sold separately. Discussion evolved into the required procedure to consolidate the parcels. Severson described the stormwater plan that was submitted along with the current conditions that will be addressed. Nevin instructed that the vegetation on the bluff that he observed on the 7-23-15 Planning Commission/Board of Adjustment on-site be left as undisturbed as possible during and after construction to protect the bluff. Herzog opened the public hearing with no response, so the public hearing was closed. Conversation was held on the impact of the bluff during construction and the possible methods to use to minimize that impact. Herzog requested Kolstad to initiate the findings of fact procedure with the board members deliberating and responding to each question.

**July 24, 2015 Action:**

**Motion by Knippel; supported by Lafon to approve the variance for:**

- 1. Bluff setback of 15.8 feet where 30 feet is required to proposed dwelling**
- 2. Road right-of-way setback of 28.6 feet where 35 feet is required to proposed dwelling**

**To construct:**

- 3,130 square foot dwelling with attached garage**

July 24, 2015 Planning & Zoning Commission Meeting

**Per the findings of fact as discussed, the on-sites conducted on 7-23-15 and as shown on the certificate of survey received at the Planning & Zoning office dated 6-18-15 located at 38497 Ojibway Circle, Crosslake, MN 56442**

**Conditions:**

- 1. Implement the submitted stormwater plan including temporary erosion control during construction**
- 2. Lot consolidation completed before a permit is issued**
- 3. No dirt moving, storing, or disturbance allowed beyond 10' of the foundation in the bluff impact zone**

**Findings: See attached**

**All members voting "Aye", Motion carried.**

**Bill Rolow  
Conservation Development preliminary  
discussion**

Herzog invited Patrick Trottier, Stonemark Land Surveying to the podium. Pence read the proposed request for discussion into the record along with the process that will be needed to move forward with the Conservation Development project. Conversation pursued as to neighborhood, easements, density, septic and well needs. The density in relation to the lot size is compatible to the neighboring parcel, Carefree Cottages. Pat Trottier explained the units would be one level slab on grade 1500 square foot per unit with a two car garage. Herzog stated that the development would be a type of association and require covenants or bylaws. Possibilities were deliberated pertaining to the park dedication fee requirements.

**July 24, 2015 Action:  
No Motion needed for the Conservation Development discussion**

**Crosslake Planning & Zoning  
City of Crosslake, Chapter 26 City Ordinance  
Land Use Revisions - Articles 11, 33, 36 and 43**

Pence presented to the board the revisions to Chapter 26 of the City of Crosslake Land Use Ordinance affecting Articles 11, 33, 36, and 43. The articles were discussed as presented, concerns stated and revisions made as itemized:

- Article 11 – No Changes
- Article 33 – No Changes
- Article 36 – Sec 26-960 (1) the word each was added before residential accessory structures and (7) was deleted
- Article 43 – No Changes

**July 24, 2015 Action for Article 36:**

**Motion by Nevin; supported by Herzog to recommend to the Crosslake City Council to begin the published 30 day comment period on Article 36 as presented with revisions noted above per staff recommendations.**

**Nevin, Herzog and Knippel voting “Aye” and Lafon voting “Apposed”, three to one, Motion carried.**

**July 24, 2015 Action to Amend Article 36 Motion:**

**Motion by Nevin; supported by Herzog to amend the Article 36 motion to include the deletion of the accessory structure language in Article 11 and incorporate it into Article 36.**

**All members voting “Aye”, Motion carried.**

**July 24, 2015 Action for Article 33 and 43:**

**Motion by Nevin; supported by Lafon to recommend to the Crosslake City Council to begin the published 30 day comment period on Article 33 and 43 as presented per staff recommendations.**

**All members voting “Aye”, Motion carried.**

**City of Crosslake Nuisance Issue**

Pence read the city council request into the record. Pence stated that the city council requested Vogt, city administrator, to bring to them potential options for a nuisance ordinance. Vogt brought in the Little Falls ordinance number 74. The packet is not to be looked at as if it should be adopted in its entirety. Kolstad explained our ordinance wording and what is possibly needed to improve our ordinance in terms of wording and enforcement. Number 8, page 17 definition of junk is favorable with the city council. The time frame to review the information and submit input would be approximately September or October. Person, city attorney, will be the author of the nuisance ordinance and how to handle the enforcement thereof. Pence stated he can write a citation and this type of process may be needed here in Crosslake.

**Matters not on the Agenda:**

1. City of Crosslake, Chapter 26 City Ordinance Land Use revision to Rural Residential 5 impervious from 15% to 25%

**July 24, 2015 Action:**

**Motion by Nevin; supported by Knippel to recommend to the Crosslake City Council to change Rural Residential from 15% to 25% per staff recommendations.**

**All members voting "Aye", Motion carried.**

**Motion by Nevin; supported by Knippel to adjourn at 10:55 A.M.**

**All members voting "Aye", Motion carried.**

Respectfully yours,

*Cheryl Stuckmayer*

Cheryl Stuckmayer  
Technical/Administrative Specialist



B.18

August 26, 2015

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

RE: Future County Highway Project  
2016 Seal Coat

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 since our seal coat program will have a direct connection to your pavement system. 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 a bituminous seal coat on County State Aid Highway (CSAH) 3 and CSAH 4 in the summer of 2016. Multiple locations along CSAH 3 will be sealed including areas near Clow Stamping in Lake Edward Township and from Pine Bay Road to Wolf Trail in the City of Crosslake. Similarly, CSAH 4 will be sealed from the intersection of CSAH 3 to CSAH 18.

Currently, these projects are in the final design phase and are on schedule for a bid letting date in March 2016. If the City wishes to address certain aspects of this project, or bid a seal coat project jointly, please contact me by **November of 2015** 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](mailto: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](http://www.crowwing.us)



B. 19.

August 26, 2015

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.

Since this project is currently in the preliminary planning and design phase, I will ask that the City begin thinking about any joint or tied projects that may create a cost savings opportunity for the community. Previously, the City provided feedback regarding the "issues and recording of public right of way" along CSAH 16. At this time, the County retains all recorded easement documents along the route. However, these records will not be platted during this project. If the City has any additional concerns or interest in a joint project, please contact us with the appropriate feedback.

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](mailto: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  
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B.  
20.

**Crosslake Park/Library Commission Minutes**  
**2:00 P.M. Wednesday, July 22, 2015**

**Members Present:** Chair Joe Albrecht, Alden Hardwick, Gary Nordstrom, John Pribyl, Patti Norgaard, Ron Lessard, Alternate Margo Jordan, Alternate Mick Tchida, Councilman Mark Wessels and Park & Recreation/Library Director, Jon Henke

Meeting was called to order at 2:04 pm.

I) Approval of the June 24, 2015 Minutes

After reviewing the presented minutes, it was the consensus of the Commission the minutes would be approved with no additions or corrections.

An introduction of the newest Commission Member, Alternate Mick Tchida, was made by the Director.

II) Open Gym Policy Revision

A copy of the new Open Gym Policy discussed at the last meeting was presented with the following revisions: Advance notice of 4 hours is required to reserve, the time slot for businesses to utilize the Open Gym time is from 1:00-2:00 pm; and the hourly fee for Day Care Providers is \$16/hour.

**Motion to Approve New Open Gym Policy with additional revisions. Pribyl/Norgaard— Unanimous**

III) Shuffleboard/Bocce Ball Court Update

The crew is currently laying block. Jon will be meeting with Jim Anderson and Tony Donato for ideas on court commons access. Jon still has not found anyone to mark the new courts. There may be a chance the same company who did the tennis courts would be available to mark the courts in September.

IV) Pickleball Update

A volunteer has offered to instruct a Pickleball class for beginners which will be held in August. The chalk used to mark the courts outside is not working so well. Some long range solution has to be determined. Jon will check the terms of the USTA grant to be sure we would not be violating the terms if we painted the Pickleball lines on the tennis courts.

V) Community Garden

This seems to be the best growing season so far. There have been several reports of some undetermined kind of animal inside the garden. The security cameras, which will be installed throughout the park soon, may help with this type of problem. The experimental straw bale gardening has had a positive response.

## VI. Bilski Right of Way

This issue appeared before the City Council once again at their last meeting. A letter was received from Jerry Bilski on the history of the property and his claim the re-platting of the property was handled incorrectly. The Park Commission last addressed this issue in October 2014 after a visit to the property. At that time, the Park Commission recommended a vacation of the property where the garages encroached on the right of way and offered the property owner a license agreement to cover the liability issues on the remaining encroachments. The property owner chose to rescind his application as he objected to the license agreement. The City Council referred the issue back to the Commission level at their last meeting. After discussion, the following motion was entertained.

**Motion: The Park and Recreation Commission recommends the approval of the proposed vacation of Attachment A (Legal description from 7/13/15 Council packet – this just deals with the two garages that are in the right of way and does not include any property along Birch Beach that goes towards the water). The City will provide visible markers on Birch Beach; the City will keep on file details of existing encroachments on Birch Beach; and, the property owner cannot expand upon existing encroachments and must adhere to the laws governing right of ways.**

**Norgaard/Hardwick---Unanimous**

The Commission also recommends the City Council have the City Attorney address liability issues of existing encroachments. Three possible options discussed include: 1) a buffer of 5 ft around the existing steps; or 2) allowing the property owner to mow a 10 ft buffer zone along the entire parcel; or 3) designating by marker a 10 ft wide path through the center of the property for the public to use. This option would let the public know where they are suppose to walk and keep patrons away from the Bilski's private property.

## VII) Fitness Room Letter to the Editor

A Letter to the Editor was received by the City Council concerning the Fitness Room at the Community Center being in competition with private business. It is the consensus of the Commission the letter writer has the right to his opinion; however, there is no need to address his opinion by this Commission.

## VIII) Open Forum

### 1) Shingles for the garage

The quote for the project has been approved by the Council. Gary Nordstrom will lead this project with the help of the Maintenance Staff and volunteers.

### 2) Book Sale

The annual Book Sale will be held July 30, 31 and August 1<sup>st</sup>. Alden reports there are more books for sale than there has been in the past and the selection includes some very nice books. The Book Sale organizers are looking for help to move the books from storage to the Community Center on Monday, July 27<sup>th</sup> and then return any unsold books to storage Monday, August 3<sup>rd</sup> at 8:00 am each day.

## IX) Adjourn

**Motion to Adjourn Lessard/Pribyl--Unanimous**

B.  
21.

**Staff Report**  
**Crosslake Parks, Recreation and Library**

**Date: September 9, 2015**

**To: Dan Vogt, City Administrator**  
**From: Jon Henke, Director**

**Subject: Hiring for the Park Department**

The Park Department hired Gerald Logelin to fill the Park Maintenance position. The Park also hired Christopher Cleath to be the coach of the 7<sup>th</sup>-12<sup>th</sup> grade soccer team.

Jon Henke, Director  
Crosslake Parks, Recreation and Library

B. 22

# Crosslake Roll-Off & Recycling Services

August 2015

	Mixed	Paper	Aluminum	Tin	Glass	Plastic	Metal	Cardboard	Electro	Total lbs	2000#	Total Tons	
January		6420	740		2340	6740	1580	13020	3260	0	30840	2000	15.42
February		10800	880		0	0	1460	0	4280	0	17420	2000	8.71
March		0	0		0	6420	1580	4320	6760	0	19080	2000	9.54
April		9620	760		2120	6980	2940	7680	6300	0	36400	2000	18.2
May		10480	0		0	7080	3460	13500	12260	0	46780	2000	23.39
June		16660	840		2220	13700	4740	8100	11500	42	57802	2000	28.901
July		8040	2190		0	20760	6780	15010	10600	0	63380	2000	31.69
August		9760	880		2160	15020	4460	13620	11300	0	57200	2000	28.6
September										0	0	2000	0
October										0	0	2000	0
November										0	0	2000	0
December											0	2000	0
TOTAL IBS		71780	6290		8840	76700	27000	75250	66260	42			
2000#		2000	2000		2000	2000	2000	2000	2000	2000			
TOTAL TONS		35.89	3.145		4.42	38.35	13.5	37.625	33.13	0.021			

Tires

B. 23.

ECONOMIC DEVELOPMENT AUTHORITY  
MEETING MINUTES  
8:30 A.M. – AUGUST 5, 2015  
City Hall

The regular monthly meeting of the Crosslake EDA was called to order at 8:34 A.M. by Patty Norgaard with the following members present: Patty Norgaard, Steve Roe, Bill Forsythe, and Mark Wessels. Also in attendance were Finance Director/Treasurer Mike Lyonais, Local Manager Debby Floerchinger, Sheila Haverkamp of BLAEDC, Cindy Myogeto of the Chamber, Kristin Larson of Spectrum Research and Roger Roy.

A MOTION WAS MADE BY STEVE ROE, SECONDED BY BILL FORSYTHE TO APPROVE THE MINUTES OF THE JULY 1, 2015 EDA MEETING. AYES: ALL.

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

Kristin Larson of Spectrum Reach presented the 30-second video that was developed for the Crosslake EDA. EDA members were pleased with the results. Bill Forsythe suggested that the video focus more on business relocation. Patty Norgaard suggested that the voiceover be a woman's voice. Steve Roe suggested that the image of Crosslake Communications staff include a picture of the building. Mark Wessels said the video only needed minor changes and that it could be ready for use by the next meeting. Sheila Haverkamp suggested that the video be aired at the Brainerd Regional Airport.

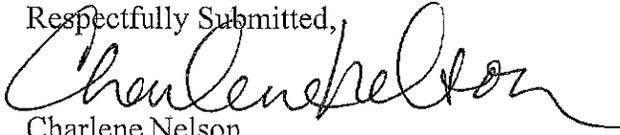
Sheila Haverkamp updated the members on BLAEDC activities and upcoming events. A MOTION WAS MADE BY PATTY NORGAARD AND SECONDED BY MARK WESSELS TO APPROVE THE 2016 CONTRACT WITH BLAEDC AT A COST OF \$7,050. AYES: ALL.

A lengthy discussion ensued regarding the EDA Budget for 2016. Patty Norgaard suggested that the budget be set at \$21,000. All members gave their opinions on what level of funding was necessary and how the funds would be used. Possible projects include the MN Design Team, marketing supplies, website design, Spectrum Reach marketing, and ARE (attract, retain and expand) Business. Patty Norgaard and Roger Roy described the goals of the MN Design Team. Mark Wessels requested a more detailed description of what marketing would include. Mr. Wessels and Bill Forsythe agreed that the EDA should work with and give more support to BLAEDC and the Chamber rather than to market Crosslake on their own. Steve Roe stated that the City needs to prepare itself for growth. Mark Wessels suggested a budget of \$10,000. A MOTION WAS MADE BY STEVE ROE AND SECONDED BY PATTY NORGAARD TO RECOMMEND TO THE COUNCIL THAT THE 2016 EDA BUDGET BE SET AT \$15,050. ROE AND NORGAARD VOTED AYE. WESSELS AND FORSYTHE VOTED NAY. MOTION DID NOT PASS.

Cindy Myogeto gave a brief update on Chamber events.

The September EDA meeting will include discussion of specific projects for 2016 and how the requested funds for 2016 will be utilized. Patty Norgaard adjourned the meeting at 10:55 A.M.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Charlene Nelson". The signature is written in black ink and is positioned above the printed name and title.

Charlene Nelson  
City Clerk

**RESOLUTION 15-\_\_\_\_\_**

**RESOLUTION ACCEPTING DONATION(S)**

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

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

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

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

<b>FROM</b>	<b>DONATION</b>	<b>INTENDED PURPOSE</b>
PAL Foundation	\$17,974.68	Shuffleboard Expenses
PAL Foundation	\$4,000.00	Pass Thru Donation from Hart Family for Fireworks
PAL Foundation	\$524.48	Children's Reading Program

; 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 14th day of September, 2015.

\_\_\_\_\_  
Steve Roe  
Mayor

ATTEST:

\_\_\_\_\_  
Charlene Nelson  
City Clerk

(SEAL)

75-564  
919

NO. 3202

Date Aug. 10, 15

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

CITY OF CROSSLAKE | \$ 17,974 <sup>68</sup>/<sub>100</sub>

SEVENTEEN THOUSAND NINE HUNDRED SEVENTY FOUR ~~DOLLARS~~ <sup>68/100</sup>

**Lakes Bank** STATE  
P.O. Box 366 (218) 868-4473  
Pequot Lakes, MN 56472  
P.O. Box 767 (218) 692-4472  
Crosslake, MN 56442

Money Market Account

Memo SHUFFLEBOARD EXP. Allen Hansen MP

⑆091905648⑆ ⑆50⑆868⑆9⑆ 176

75-564  
919

NO. 3203

Date Aug 10, 15

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

CITY OF CROSSLAKE | \$ 4000 <sup>00</sup>/<sub>100</sub>

FOUR THOUSAND DOLLARS ~~DOLLARS~~ <sup>00</sup>/<sub>100</sub>

**Lakes Bank** STATE  
P.O. Box 366 (218) 868-4473  
Pequot Lakes, MN 56472  
P.O. Box 767 (218) 692-4472  
Crosslake, MN 56442

Money Market Account

Memo FIREWORKS Allen Hansen MP

⑆091905648⑆ ⑆50⑆868⑆9⑆ 176

75-564  
919

NO. 3207

Date Aug. 10, 15

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

CITY OF CROSSLAKE | \$ 524 <sup>48</sup>/<sub>100</sub>

FIVE HUNDRED TWENTY FOUR DOLLARS ~~DOLLARS~~ <sup>48</sup>/<sub>100</sub>

**Lakes Bank** STATE  
P.O. Box 366 (218) 868-4473  
Pequot Lakes, MN 56472  
P.O. Box 767 (218) 692-4472  
Crosslake, MN 56442

Money Market Account

Memo CHILDRENS READING PROGRAM Allen Hansen MP

⑆091905648⑆ ⑆50⑆868⑆9⑆ 176



F. l.

MEMO TO: City Council

FROM: City Clerk

DATE: September 10, 2015

SUBJECT: Copier Lease

The City is currently operating two Sharp MFP copiers (M453 in City Hall and M450 in Police Department) on contract through November 2015. The average monthly cost is \$433/month. Staff has researched options to lease a color copier.

Option A (through NJPA contract)

Move existing Sharp M453 to Police Department. Lease Sharp MX-3640 full color document system. This machine is very similar to the copier we have now, which runs very well. A 60-month agreement would be \$323.97 per month which includes delivery, installation, equipment, service, supplies (except staples), and 7,900 black/white prints. Color pages are \$0.077 per page.

Option B (through Marco)

Move existing Sharp M453 to Police Department. Lease Konica-Bizhub C364e full color document system. This machine is currently used by many local governments. A 60-month agreement would be \$300.30 per month which includes delivery, installation, equipment, service, supplies (except staples), and 7,900 black/white prints. Color pages are \$0.06 per page.

Option C (through Metro Sales)

Lease a used Ricoh Aficio MP 201spf for the Police Department. Lease Ricoh Aficio MP 4503 color copier. This machine is used throughout the area. A 60-month agreement would be \$236.00 per month which includes delivery, installation, equipment, service, supplies (except staples), and 7,900 black/white prints. Color pages are \$0.0562 per page.

Staff is very satisfied with Marco and we have a long-standing relationship with them. However, the price from Metro Sales is great.

F.2.

MEMO TO: City Council

FROM: City Clerk

DATE: September 10, 2015

SUBJECT: Planning and Zoning Commissioner Stipend

Attached is a request from Planning and Zoning Chair Aaron Herzog to increase the stipend for Planning and Zoning Commissioners from \$25 per meeting to \$35 per meeting and \$35 per site visit day.

Staff researched what other cities in the state pay for stipends to the planning and zoning commissioners and that information is attached as well.

## City of Crosslake

---

**From:** "Mike Lyonais" <mlyonais@crosslake.net>  
**Date:** Thursday, September 10, 2015 8:34 AM  
**To:** "Char Nelson" <cityclerk@crosslake.net>  
**Subject:** FW: Budget Request

**From:** Aaron Herzog [mailto:aaron.herzog@crosslake.net]  
**Sent:** Wednesday, September 02, 2015 8:23 PM  
**To:** mlyonais@crosslake.net  
**Subject:** Budget Request

Dear Mr. Lyonais

I am writing to request an increase in the stipend that is paid to the Planning Commissioners. At the present we are compensated at a rate of \$35.00 per month which does include the drive around where we look at the properties requesting various and for the meeting itself. Presently if we attend one or both we get paid the same, \$35.00.

I am proposing an increase in the compensation and would like it broken down to a stipend for each day we provide services:

1. One for the drive around where we look at the property, ask questions and get a first hand view of what is being requested, and;
2. The following day we come back to City Hall and attend the actual Commission Board of Adjustment meeting.

Most of the Commissioners hold jobs where if they miss work they do not get paid, so I feel a fair compensation would be \$35.00 for each meeting attended, plus mileage if a commissioners had to use their personal vehicle to drive on the drive around day (day one above).

I also believe this may help us with recruiting to persons to the commission.

Please present this request to the Crosslake City Council on my behalf I am currently working during the day but I can be reached on my cell phone at (763) 257-5359 if anyone had a question.

Thank you for your assistance in this matter and please thank the City Council for their consideration of my request.

Aaron S. Herzog  
Chair  
Planning Commission & Board of Adjustments



This email has been checked for viruses by Avast antivirus software.

[www.avast.com](http://www.avast.com)

9/10/2015

CITY NAME	STIPEND
Albert Lea	\$0.00
Brainerd	\$0.00
Burnsville	\$0.00
Byron	\$0.00
Chaska	\$0.00
Circle Pines	\$0.00
Corcoran	\$0.00
Crookston	\$0.00
Crystal	\$0.00
Dilworth	\$0.00
East Grand Forks	\$0.00
Excelsior	\$0.00
Falcon Heights	\$0.00
Golden Valley	\$0.00
Hastings	\$0.00
Lakeville	\$0.00
Little Falls	\$0.00
Medina	\$0.00
Minnetonka	\$0.00
Montevideo	\$0.00
Montgomery	\$0.00
Moorhead	\$0.00
New Hope	\$0.00
New Ulm	\$0.00
North Mankato	\$0.00
North Oaks	\$0.00
North St. Paul	\$0.00
Robbinsdale	\$0.00
Roseville	\$0.00
St. Charles	\$0.00
St. Cloud	\$0.00
Savage	\$0.00
South St. Paul	\$0.00
Victoria	\$0.00

CITY NAME	STIPEND		FREQUENCY
Farmington	\$10.00		per meeting
Arlington	\$20.00		per meeting
Centerville	\$20.00		per meeting
CROSSLAKE	\$25.00		per meeting
Isanti	\$25.00		per meeting
Mendota Heights	\$25.00		per meeting
Mora	\$25.00		per meeting
Norwood Young America	\$25.00		per meeting
Pine City	\$25.00		per meeting
Winsted	\$25.00		per meeting
Gaylord	\$30.00		per meeting
Wyoming	\$30.00		per meeting
Cokato	\$35.00		per month
Breezy Point	\$40.00	(Chair \$50)	per meeting
Alexandrian	\$50.00		per meeting
River Falls, WI	\$50.00		per meeting
St. Michael	\$55.00		per meeting
Shoreview	\$80.00	(Chair \$100)	per month

F.3

**LG214 Premises Permit Application**

**Annual Fee \$150 (NON-REFUNDABLE)**

**REQUIRED ATTACHMENTS TO LG214**

- 1. If the premises is leased, attach a copy of your lease. Use **LG215 Lease for Lawful Gambling Activity**.
- 2. \$150 annual premises permit fee, for each permit (non-refundable). Make check payable to "**State of Minnesota**."

**Mail the application and required attachments to:**  
 Minnesota Gambling Control Board  
 1711 West County Road B, Suite 300 South  
 Roseville, MN 55113

**Questions?** Call 651-539-1900 and ask for Licensing.

**ORGANIZATION INFORMATION**

Organization Name: Merrifield Marathons Inc License Number: 04720  
 Chief Executive Officer (CEO) Howard Miller Daytime Phone: 218-851-7661  
 Gambling Manager: Jill Herron Daytime Phone: 218-851-5219

**GAMBLING PREMISES INFORMATION**

Current name of site where gambling will be conducted: Cedar Chest

List any previous names for this location:

Street address where premises is located: 33350 County Road 3  
(Do not use a P.O. box number or mailing address.)

City: <b>OR</b> Township:	County:	Zip Code:
Crosslake Mission	Crow Wing	56442

Does your organization own the building where the gambling will be conducted?  
 Yes  No **If no, attach LG215 Lease for Lawful Gambling Activity.**

A lease is not required if only a raffle will be conducted.

Is any other organization conducting gambling at this site?  Yes  No  Don't know

Note: Bar bingo can only be conducted at a site where another form of lawful gambling is being conducted by the applying organization or another permitted organization. Electronic games can only be conducted at a site where paper pull-tabs are played.

Has your organization previously conducted gambling at this site?  Yes  No  Don't know

**GAMBLING BANK ACCOUNT INFORMATION; MUST BE IN MINNESOTA**

Bank Name: BlackRidge Bank Bank Account Number: 720201  
 Bank Street Address: 14084 Baxter Drive City: Baxter State: MN Zip Code: 56425

**ALL TEMPORARY AND PERMANENT OFF-SITE STORAGE SPACES**

Address (Do not use a P.O. box number):	City:	State:	Zip Code:
<u>21135 County Road 3</u>	<u>Merrifield</u>	<u>MN</u>	<u>56465</u>
_____	_____	<u>MN</u>	_____
_____	_____	<u>MN</u>	_____

**ACKNOWLEDGMENT BY LOCAL UNIT OF GOVERNMENT: APPROVAL BY RESOLUTION**

<p><b>CITY APPROVAL</b> for a gambling premises located within city limits</p> <p>City Name: _____</p> <p>Date Approved by City Council: _____</p> <p>Resolution Number: _____ (If none, attach meeting minutes.)</p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date Signed: _____</p> <div style="border: 1px solid black; padding: 10px; text-align: center; margin: 20px 0;"> <p><b>Local unit of government must sign.</b></p> </div>	<p><b>COUNTY APPROVAL</b> for a gambling premises located in a township</p> <p>County Name: _____</p> <p>Date Approved by County Board: _____</p> <p>Resolution Number: _____ (If none, attach meeting minutes.)</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date Signed: _____</p> <p>TOWNSHIP NAME: _____</p> <p><b>Complete below only if required by the county.</b> On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date Signed: _____</p>
---	---

**ACKNOWLEDGMENT AND OATH**

<ol style="list-style-type: none"> <li>1. I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises.</li> <li>2. The Board and its agents, and the commissioners of revenue and public safety and their agents, are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law.</li> <li>3. I have read this application and all information submitted to the Board is true, accurate, and complete.</li> <li>4. All required information has been fully disclosed.</li> <li>5. I am the chief executive officer of the organization.</li> </ol>	<ol style="list-style-type: none"> <li>6. I assume full responsibility for the fair and lawful operation of all activities to be conducted.</li> <li>7. I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them.</li> <li>8. Any changes in application information will be submitted to the Board no later than ten days after the change has taken effect.</li> <li>9. I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license.</li> <li>10. I understand the fee is non-refundable regardless of license approval/denial.</li> </ol>
<p> _____ Signature of Chief Executive Officer (designee may not sign)</p>	<p style="text-align: right;">Date <u>9/10/15</u></p>

<p>Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application. Your organization's name and address will be public</p>	<p>Information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information;</p>	<p>Minnesota's Department of Public Safety, Attorney General, Commissioners of Administration, Minnesota Management &amp; Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.</p>
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MINNESOTA LAWFUL GAMBLING  
**LG215 Lease for Lawful Gambling Activity**

**LEASE INFORMATION**

Organization: Merrifield Marathons	License/Site Number: 04720	Daytime Phone: 218-851-5219
Address: P O Box 3	City: Merrifield	State: Zip: MN 56465
Name of Leased Premises: Murrer's Cedar Chest	Street Address: 41349 W Fox Lake Rd	
City: Fifty Lakes	State: Zip: MN 56448	Daytime Phone: 218-692-2657
Name of Legal Owner: Kathleen Murrer	Business/Street Address: 41349 W Fox Lake Rd	
City: Fifty Lakes	State: Zip: MN 56448	Daytime Phone: 218-831-8141
Name of Lessor (if same as legal owner, write "SAME"): Cedar Chest	Address: 33350 Co Rd 3	
City: Crosslake	State: Zip: MN 56442	Daytime Phone: 218-692-2657

Check applicable item:  
 **New or amended lease.** Effective date: 11/1/15. Submit changes at least ten days **before** the effective date of the change.  
 **New owner.** Effective date: \_\_\_\_\_. Submit new lease **within** ten days after new lessor assumes ownership.

**CHECK ALL ACTIVITY THAT WILL BE CONDUCTED (no lease required for raffles)**

<input checked="" type="checkbox"/> Pull-Tabs (paper)	<input type="checkbox"/> Electronic Pull-Tabs
<input type="checkbox"/> Pull-Tabs (paper) with dispensing device	<input type="checkbox"/> Electronic Linked Bingo
<input type="checkbox"/> Bar Bingo <input type="checkbox"/> Bingo	Electronic games may only be conducted:
<input type="checkbox"/> Tipboards	1. at a premises licensed for the on-sale of intoxicating liquor or the on-sale of 3.2% malt beverages; or
<input type="checkbox"/> Paddlewheel <input type="checkbox"/> Paddlewheel with table	2. at a premises where bingo is conducted as the primary business and has a seating capacity of at least 100.

**PULL-TAB, TIPBOARD, AND PADDLEWHEEL RENT (separate rent for booth and bar ops)**

**BOOTH OPERATION:** Some or all sales of gambling equipment are conducted by an employee/volunteer of a licensed organization at the leased premises.

**ALL GAMES, including electronic games:** Monthly rent to be paid: \_\_\_\_%, not to exceed **10%** of gross profits for that month.  
 • Total rent paid from all organizations for only booth operations at the leased premises **may not exceed \$1,750.**  
 • The rent cap does not include BAR OPERATION rent for electronic games conducted by the lessor.

**BAR OPERATION:** All sales of gambling equipment conducted by the lessor or lessor's employee.

**ELECTRONIC GAMES:** Monthly rent to be paid: \_\_\_\_%, not to exceed **15%** of the gross profits for that month from electronic pull-tab games and electronic linked bingo games.

**ALL OTHER GAMES:** Monthly rent to be paid: 20%, not to exceed **20%** of gross profits from all other forms of lawful gambling.  
 • If any booth sales conducted by a licensed organization at the premises, rent may not exceed **10%** of gross profits for that month and is subject to booth operation **\$1,750** cap.

**BINGO RENT (for leased premises where bingo is the primary business conducted, such as bingo hall)**

Bingo rent is limited to one of the following:

- Rent to be paid: \_\_\_\_%, not to exceed **10%** of the monthly gross profit from all lawful gambling activities held during bingo occasions, excluding bar bingo.
- OR -
- Rate to be paid: \$ \_\_\_\_\_ per square foot, not to exceed 110% of a comparable cost per square foot for leased space, as approved by the director of the Gambling Control Board. The lessor must attach documentation, verified by the organization, to confirm the comparable rate and all applicable costs to be paid by the organization to the lessor.
  - ⇒ **Rent may not be paid for bar bingo.**
  - ⇒ Bar bingo does not include bingo games linked to other permitted premises.

**LEASE TERMINATION CLAUSE (must be completed)**

The lease may be terminated by either party with a written 30 day notice. Other terms:

# LG215 Lease for Lawful Gambling Activity

**Lease Term:** The term of this agreement will be concurrent with the premises permit issued by the Gambling Control Board (Board).

**Management:** The owner of the premises or the lessor will not manage the conduct of lawful gambling at the premises. The organization may not conduct any activity on behalf of the lessor on the leased premises.

**Participation as Players Prohibited:** The lessor will not participate directly or indirectly as a player in any lawful gambling conducted on the premises. The lessor's immediate family and any agents or gambling employees of the lessor will not participate as players in the conduct of lawful gambling on the premises, except as authorized by Minnesota Statutes, Section 349.181.

**Illegal Gambling:** The lessor is aware of the prohibition against illegal gambling in Minnesota Statutes 609.75, and the penalties for illegal gambling violations in Minnesota Rules 7865.0220, Subpart 3. In addition, the Board may authorize the organization to withhold rent for a period of up to 90 days if the Board determines that illegal gambling occurred on the premises or that the lessor or its employees participated in the illegal gambling or knew of the gambling and did not take prompt action to stop the gambling. Continued tenancy of the organization is authorized without payment of rent during the time period determined by the Board for violations of this provision, as authorized by Minnesota Statutes, Section 349.18, Subd. 1(a).

To the best of the lessor's knowledge, the lessor affirms that any and all games or devices located on the premises are not being used, and are not capable of being used, in a manner that violates the prohibitions against illegal gambling in Minnesota Statutes, Section 609.75.

Notwithstanding Minnesota Rules 7865.0220, Subpart 3, an organization must continue making rent payments under the terms of this lease, if the organization or its agents are found to be solely responsible for any illegal gambling, conducted at this site, that is prohibited by Minnesota Rules 7861.0260, Subpart 1, item H, or Minnesota Statutes, Section 609.75, unless the organization's agents responsible for the illegal gambling activity are also agents or employees of the lessor.

The lessor must not modify or terminate the lease in whole or in part because the organization reported, to a state or local law enforcement authority or to the Board, the conduct of illegal gambling activity at this site in which the organization did not participate.

**Other Prohibitions:** The lessor will not impose restrictions on the organization with respect to providers (distributor or linked bingo game provider) of gambling-related equipment and services or in the use of net profits for lawful purposes.

The lessor, the lessor's immediate family, any person residing in the same residence as the lessor, and any agents or employees of the lessor will not require the organization to perform any action that would violate statute or rule. The lessor must not modify or terminate this lease in whole or in part due to the lessor's violation of this provision. If there is a dispute as to whether a violation occurred, the lease will remain in effect pending a final determination by the Compliance Review Group (CRG) of the Board. The lessor agrees to arbitration when a violation of this provision is alleged. The arbitrator shall be the CRG.

**Access to Permitted Premises:** Consent is given to the Board and its agents, the commissioners of revenue and public safety and their agents, and law enforcement personnel to enter and inspect the permitted premises at any reasonable time during the business hours of the lessor. The organization has access to the premises during any time reasonable and when necessary for the conduct of lawful gambling.

**Lessor Records:** The lessor must maintain a record of all money received from the organization, and make the record available to the Board and its agents, and the commissioners of revenue and public safety and their agents upon demand. The record must be maintained for 3-1/2 years.

**Rent All-Inclusive:** Amounts paid as rent by the organization to the lessor are all-inclusive. No other services or expenses provided or contracted by the lessor may be paid by the organization, including but not limited to:

- trash removal
- electricity, heat
- snow removal
- storage
- janitorial and cleaning services
- other utilities or services
- lawn services
- security, security monitoring
- cost of any communication network or service required to conduct electronic pull-tabs games or electronic bingo
- in the case of bar operations, cash shortages.

Any other expenditures made by an organization that is related to a leased premises must be approved by the director of the Board. Rent payments may not be made to an individual.

## ACKNOWLEDGMENT OF LEASE TERMS

I affirm that this lease is the total and only agreement between the lessor and the organization, and that all obligations and agreements are contained in or attached to this lease and are subject to the approval of the director of the Gambling Control Board.

**Other terms of the lease:**

Lessor will be responsible for all game boxes, including the storage and safe keeping of all games and game banks at site.

Signature of Lessor:

*Kathleen A. Marrer*

Date:

*9/3/15*

Signature of Organization Official (Lessee):

*Jill Herron*

Date:

*9/3/15*

Print Name and Title of Lessor:

*Kathleen A. Marrer*

Print Name and Title of Lessee:

*Jill Herron, Gambling Mgr*

**Questions?** Contact the Licensing Section, Gambling Control Board, at 651-539-1900. This publication will be made available in alternative format (i.e. large print, braille) upon request. **Data privacy notice:** The information requested on this form and any attachments will become public information when received by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.

F.4.a.

August 31, 2015

Mr. Stephen L. Roe  
Mayor  
City of Crosslake  
37028 County Road 66  
Crosslake, MN 56442

Mr. Roe

I believe that I need to address what transpired in the city hall the afternoon of August 25, 2015.

First of all a little background about me to set the context. I am originally from Tower, Minnesota. I graduated from Tower-Soudan High School and attended college prior to getting married and joining the United States Air Force. I spent a bit over 25 years in the Air Force and Air National Guard, all the while holding jobs as a front desk clerk at a hotel, digging graves at the State Veterans Cemetery, finishing college, a feedlot officer for Stearns County and the Water Program Manager for the Minnesota Army National Guard. My time in the Air Force included 5 deployments to war zones (Saudi Arabia (twice), Kuwaiti, Italy/Bosnia and Afghanistan). The Air Force core values are "Honesty, Integrity and Service before Self", I still try every day to live up to those values.

I took this position in the P&Z office after retiring from the Air Force and the position I had with the Army National Guard. I have to say that while I thoroughly enjoy doing this job, there are times that it is frustrating. Most of those times are when I have to interact with you.

You have on multiple occasions accused me of not doing my job, of changing the wording of the ordinance without your knowledge and actually told me that I should not issue permits that completely comply with the ordinance because you don't want the building to be constructed. I believe that these tendencies were one of the reasons that the city's P&Z department was scrapped and the County was brought in to administer the ordinance.

Mr. Roe - I will not under any circumstances violate the law because you don't like the law. If you didn't fully read and understand the changes to the ordinance that happened over the last two years that is your problem not mine. We made no attempt to hide the changes that went into effect during the two updates since I started here. They were both legally public noticed and reviewed by the citizens, Planning Commission and the City Council prior to being published. I will continue to issue any and all permits that comply with the ordinance. My honesty and integrity will not be compromised for your personal agenda.

Now the real reason that I am writing this: Mr. Roe, because you do not like that I am issuing permits based upon the current city code(aka... doing the job I was hired to do), gives you no reason to question my manhood.

I would like to ask you some questions: Have you ever had to worry or be concerned about people wanting to shoot you? Have you ever had to drive around the city in your official capacity in an armored vehicle with jammers to block cell phone signals so bad guys don't blow you up? Have you ever had to ensure that the sides of the path you are walking on are clearly marked so if you accidentally step off you don't step on a land mine? Have you spent any time in a country that hates you and more than anything would like to see you dead? Have you been awarded a Bronze Star for meritorious service in a war?

I have experienced all of these and more.

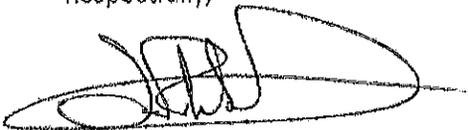
Do not question my manhood or integrity until you walk a mile or two in my shoes.

Sir, you should be ashamed of your behavior. Not only does it show that you are nothing but a bully, but it reflects poorly on the City of Crosslake. You not only owe me a public apology, but you owe the other individuals that were in the room an apology along with the citizens of the City of Crosslake. What you said was vulgar, demeaning and most importantly unprofessional.

Please don't attempt to fool me or yourself into thinking you misspoke or this is just a misunderstanding.

Own your words, be honest and have some integrity, stop thinking about yourself and think about the office you were elected to fill and the citizens you represent. Do what's right.

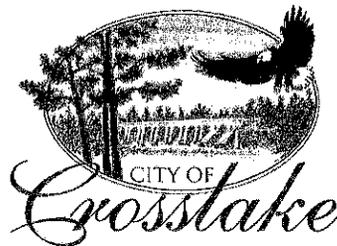
Respectfully,

A handwritten signature in black ink, appearing to read 'Jon R. Kolstad', with a large, sweeping underline that extends across the width of the signature.

Jon R. Kolstad, Major, USAF Retired  
Land Services Specialist  
Crosslake Planning and Zoning

CC: City Council Members  
City Administrator  
Crow Wing County Land Services Supervisor  
Crow Wing County Land Services Director

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



F. 4. b.  
37028 County Road 66  
Crosslake, Minnesota 56442  
[www.cityofcrosslake.org](http://www.cityofcrosslake.org)

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# MEMO

**TO:** Mayor and Council  
**FROM:** City Administrator Dan Vogt  
**DATE:** September 8, 2015  
**SUBJECT:** Duties and Responsibilities of Elected Officials

Due to some issues that have occurred over the past month or so, I felt that it would be beneficial to provide you with information reiterating your duties and responsibilities as elected officials. The attached information was taken from the resources available through the League of MN Cities and the Minnesota Mayors Association.

I am hopeful that this information will initiate discussion among elected officials at your upcoming meeting to help clarify activities that you should or shouldn't do as individual members but rather that you need to take most actions at Council Meetings. Although much of this information you may already be aware of, it will hopefully remind you that your ability to take action as individual members is very limited. This includes limitations on items such as giving staff direction, initiating discipline and sending correspondence as individual members which might be perceived as representing the opinion of the City. These limitations should also extend to members of City committees, commissions, boards and authorities.

I am fully aware that how you choose to carry out your duties as individual elected officials is up to you, and it certainly isn't up to me to tell you what kind of elected person you should be. The voters have a chance to determine if they are satisfied with your performance when you are up for election. However, I have been asked recently by elected officials and staff about certain activities that have taken place recently and thought you should have a discussion about this topic to help clarify your roles as elected officials.

/djv

Enclosures

**INTERACTION OF DATA PRACTICES  
LAW AND OPEN MEETING LAW**

**I. PERSONNEL DATA**

- A. Applies to applicants, present employees and past employees, members of advisory boards or commissions, individuals who perform services on a voluntary basis, or who act on an independent contractor.
  
- B. All personnel data is private except, with respect to current and former employees volunteers, independent contractors and members of advisory boards and commissions the following is public:
  - 1. name
  - 2. gross salary & salary range
  - 3. contract fees
  - 4. pension
  - 5. fringe benefits
  - 6. expense reimbursement
  - 7. job title and job description
  - 8. education, training, previous work experience
  - 9. date of first and last employment
  - 10. the existence and status of any complaints or charges against the employee, whether or not the complaint or charge resulted in a disciplinary action
  - 11. the final disposition of any disciplinary action together with the specific reasons for the action and data documenting the basis of the action
  - 12. the terms of any agreement settling administrative or judicial proceedings
  - 13. work location, work telephone number
  - 14. time records
  
- C. Final deposition occurs when the City makes its final decision about disciplinary action, regardless of any later proceedings. In arbitration under collective bargaining, a final disposition occurs at the conclusion of the arbitration proceedings. Final disposition includes a resignation when the resignation occurs after the final decision of the City or arbitrator.
  
- D. With respect to current or former applicants for employment, the following is public:
  - 1. veteran status
  - 2. relevant test scores
  - 3. rank on eligible list
  - 4. job history
  - 5. education, training and work availability

- E. Names of applicants for employment are private except when certified as eligible or when applicants are considered finalists for a position. Finalists means an individual who is selected to be interviewed by the appointing authority prior to selection.
- F. Names of applicants for appointment to and members of an advisory board or commission are public. The following are also public with respect to applicants for or members of advisory bodies: education, training, employment history, volunteer work, awards and honors, and prior government service.

2. **INTERNAL AFFAIRS DATA**

A meeting must be closed if the data being discussed is active investigative data as defined in Minn. Stat. § 13D.05, subdivision 2, or internal affairs data relating to allegations of law enforcement personnel misconduct.

3. **DISCIPLINARY ALLEGATIONS**

A public body shall close a meeting for preliminary consideration of allegations or charges against an individual subject to its authority. If the members conclude that discipline of any nature may be warranted, further meetings or hearings must be open. A meeting must also be open at the request of the individual who is subject to the meeting.

4. **EVALUATIONS**

A public body may close a meeting to evaluate the performance of an individual who is subject to its authority. The public body shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the public body shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting.

5. **ELECTED OFFICIALS**

It is unclear whether elected officials are employees under the definition of personnel data found in Minnesota Statute § 13.43. The answer depends on how the city treats the status of elected officials. In *Krout v. City of Greenfield*, 2012 WL 1253090 (Minn.App.), the Minnesota Court of Appeals upheld a district court decision that elected officials were not employees under the definition of personnel data.

## Chapter 2: Legal requirements

This chapter is intended to provide an overview of legal powers and responsibilities of a mayor as well as some key areas of municipal law for mayors to know. There are some powers that all mayors possess by law. But many aspects of the office are affected by whether the city is a statutory city or a charter city. Additionally, a city's administrative structure will determine the extent of authority the mayor and council have over day-to-day affairs.

### I. Statutory or home rule charter

The legal powers a mayor possesses mostly depend upon whether a city is governed by state statute alone, or by a home rule charter as well as state statute. The central difference between home rule charter cities and statutory cities in Minnesota is the enabling documents under which they operate:

- Statutory cities derive their powers from Minnesota Statutes, primarily from Chapter 412.
- Home rule charter cities obtain their powers from both statute and a home rule charter.

The mayor of a charter city could have more limited or more expansive powers than those of a mayor of a statutory city, depending upon what the charter says.

### II. Forms of city organization

Cities in Minnesota generally use one of three administrative formats in their internal organization: weak mayor-council, strong mayor-council, and council-manager. There's overlap as well; almost all cities with a council-manager form of organization simultaneously follow a weak mayor-council form.

#### A. Weak mayor-council

Under the weak mayor-council plan, administrative as well as legislative authority is the ultimate responsibility of the council as a whole. The only exception would be if under authority of statute or home rule charter, a city has an independent board, such as a utilities commission, to handle one or more specific functions. The weak mayor-council plan is by far the most common plan in Minnesota.

The mayor's powers in the weak mayor-council system are no greater than those of other members of the council, except that the mayor is the presiding officer at council meetings and has a few other legal and ceremonial responsibilities listed below. The weak mayor has no extraordinary power to individually make administrative decisions for the city.

## Letter of the Law: The Mayor's Power at Council Meetings. By Irene Kao

Do you ever have questions about the mayor's power and role at council meetings? Well, you are not alone! The following are answers to five common questions asked by city staff and officials on this topic. 1. Can a mayor vote at council meetings, or is the mayor only allowed to vote to break ties? In statutory cities, the mayor has the same power as any other councilmember and has the authority to vote any time the council is voting. The mayor should not be limited to only voting when there is a tie.

2. Is the answer to question 1 true even if the city has a weak mayor-council plan? The name of this form of organization can be deceiving. The term "weak mayor" doesn't mean that the mayor has less ability or authority to act as part of the council. Instead, it means that the mayor's powers are no greater than those of any other member of the council. There are limited exceptions where the mayor has different powers. One exception is that the mayor is the presiding officer at council meetings. Some believe presiding over a meeting means that a mayor can't make motions or express his or her opinion. There is nothing in state statute that provides for this prohibition. Mayors actually can make and second motions (like any other member of the council) and are allowed to share what they think on issues before the city. Side note: The only three cities in Minnesota with strong mayor-council plans are St. Paul, Duluth, and St. Cloud. Only charter cities can have this form of organization. Some charters provide that mayors in strong mayor-council plans are not considered councilmembers, but can veto council legislation subject to the council's override of the veto by an extraordinary majority.

3. What does being a home rule charter city have to do with a mayor's voting power? One of the significant differences between charter and statutory cities is that charter cities are governed by their home rule charters. Statutory cities, on the other hand, are governed by state statute. Mayors of charter cities may have more limited or expanded powers than mayors of statutory cities, depending on what the charter says.

4. Can the city pass a resolution to limit or remove the mayor's right to vote? No. In statutory cities, the authority for the mayor to vote comes from state statute. Unless expressly authorized (which it is not in this circumstance), cities may not pass any resolutions or ordinances trumping state statute. In charter cities, the mayor's power to vote is governed by the city's charter. Only 107 of Minnesota's 853 cities are charter cities. 5. What kind of power does a mayor have when making appointments for council vacancies? In this circumstance, a statutory mayor's vote does have more weight than the rest of the council, but only if there is a tie. That means all members of the council, including the mayor, can vote on the appointment. In a tie vote, the mayor can appoint whomever the mayor would like to fill the council vacancy. This unique power comes from state statute. State law does not limit a mayor's ability to make this appointment when there is a tie vote. That means that the mayor can appoint any qualified person willing to fill the vacancy, even if that person was not considered in the original appointment vote. Aside from this exception, statutory mayors do not have authority to break tie votes in other circumstances.

Now that we've covered the basics, you likely feel more knowledgeable about what mayors can and cannot do in council meetings. If you are still a little fuzzy, feel free to contact the League of Minnesota Cities Research and Information Services department at [research@lmc.org](mailto:research@lmc.org) or (651) 281-1200. Irene Kao is a research attorney with the League of Minnesota Cities. Contact: [ikao@lmc.org](mailto:ikao@lmc.org) or (651) 281-1224.

## **Elected Officials' Duties & Responsibilities**

It is the duty of the mayor, clerk, and councilmembers to ensure the city fulfills its duties under the law and lawfully exercises its powers.

City officials can sometimes be held personally liable for failing to act or for taking unauthorized actions on the part of the city. To avoid personal-liability lawsuits, city officials should gain a working knowledge of the laws that regulate city government. Whenever there is any doubt about the validity of an action or procedure, city officials should consult their city attorney.

### **Role of the individual councilmember**

Councilmembers' statutory duties are to be performed, almost without exception, by the council as a whole. For example, the council, not individual members, must supervise administrative officers, formulate policies, and exercise city powers.

Councilmembers should devote their official time to problems of basic policy and act as liaisons between the city and the general public. Councilmembers should be concerned, not only with the conduct of daily affairs, but also with the future development of the city.

The most important single responsibility of a council member is participation at council meetings. In statutory cities, each councilmember, including the mayor, has full authority to make and second motions, participate in discussions, and vote on every matter before the council.

In a statutory city, any two councilmembers of a five-member council or any three members of a seven-member council may call a special meeting. Care should be exercised to give proper notice, however.

### **Role of the council**

As individuals, council members have no administrative authority. They cannot give orders or otherwise supervise city employees unless specifically directed to do so by the council. The council, however, has complete authority over all administrative affairs in the city. In Plan B cities, this authority is generally restricted to conducting investigations and establishing policies to be performed by the manager.

The major areas of council authority and responsibility are:

- Judging the qualification and election of its own members
- Setting and interpreting rules governing its own proceedings
- Exercising all the powers of cities that the law does not delegate to others
- Legislating for the city
- Directing the enforcement of city ordinances
- Appointing administrative personnel Transacting city business
- Managing the city's financial operations
- Appointing members of the boards

6.

- Conducting the city's intergovernmental affairs
- Protecting the welfare of the city and its inhabitants
- Providing community leadership
- Other specific powers

## **Role of the mayor**

As the head of the city, the mayor officially speaks for both the government and the community as a whole. In all statutory cities and in most charter cities, the mayor is the presiding officer and a regular member of the city council. The mayor has all the powers and duties for the office of council member in addition to those of mayor.

In a home rule charter city, the charter spells out the duties and responsibilities of the mayor. Mayors of statutory cities have the following roles:

- **Official head of the city**
  - The mayor usually serves as the city's representative before the Minnesota Legislature, federal agencies, and other local governments.
  - The mayor usually greets important visitors, gives formal and informal talks, and takes part in public events.
  - The mayor often exerts leadership in city affairs. Because the mayors of statutory cities lack significant individual authority, this responsibility frequently calls for tact rather than overt acts of direction or supervisory control.
- **Executing official documents**
- **Power to make some appointments**
- **Presiding officer at council meetings**
- **Weed inspector** - The city may also appoint assistant weed inspectors, who have the same power, authority, and responsibility of the mayor in the capacity of weed inspector
- **Election duties**
- **Investigating fires**
- **Declaring local emergencies**

- See more at: <http://lmc.org/page/1/duties-resp-mayor-council.jsp#sthash.yKnY7G5e.dpuf>

**RELEVANT LINKS:**

Minn. Stat. § 10.60, subd. 5.

A city website or publication may include biographical information about an elected or appointed official, a single official photograph of the official, and photographs of the official performing functions related to the office. There is no limitation on photographs, web-casts, archives of web-casts, and audio or video files that facilitate access to city information or services or inform the public about the duties and obligation of the city office or that are intended to promote trade or tourism. A city website or publication may include press releases, proposals, policy positions, and other information directly related to the legal functions, duties, and jurisdiction of a city official or organization.

Minn. Stat. § 10.60, subd. 5.

Cities may adopt more restrictive standards for the content of city publications or websites.

**II. City council and its powers**

It is the duty of the mayor, clerk, and councilmembers to ensure that the city is fulfilling its duties under the law and lawfully exercising its powers.

See Handbook, Chapter 18.

City officials can sometimes be held personally liable for failing to act or for taking unauthorized actions on the part of the city. To avoid personal liability, city officials should gain a working knowledge of the laws that regulate city government. Whenever there is any doubt about the validity of an action or procedure, city officials should consult their city attorney.

**A. Role of the individual councilmember**

See LMC information memo, *Role with Individual versus Council Authority*.

Councilmembers' statutory duties are to be performed, almost without exception, by the council as a whole. For example, it is the council and not individual councilmembers that must supervise administrative officers, formulate policies, and exercise city powers.

Councilmembers should devote their official time to problems of basic policy and act as liaisons between the city and the general public. Councilmembers should be concerned, not only with the conduct of daily affairs, but also with the future development of the city.

The most important single responsibility of a councilmember is participation at council meetings. In statutory cities, each councilmember, including the mayor, has full authority to make and second motions, participate in discussions, and vote on every matter before the council.

Minn. Stat. § 412.191, subd. 2; Minn. Stat. § 19D.01.

In a statutory city, the mayor or any two councilmembers of a five-member council or any three councilmembers of a seven-member council may call a special meeting. Care should be exercised to give proper notice, however.

**RELEVANT LINKS:**

Minn. Stat. § 412.101  
(repealed by Laws 2001, ch.  
135, sec. 3).

*Van Cleve v. Wallace*, 216  
Minn. 500, 13 N.W.2d 467  
(Minn. 1944).

Minn. Stat. § 306.41.  
*Reed v. City of Anoka*, 85  
Minn. 294, 88 N.W. 981  
(1902). *Ketterer v. bid. p.*  
*Sch. Dist. No. 1*, 248 Minn.  
212, 79 N.W. 2d 428 (1956).

Minn. Stat. § 412.191, subd.  
2.

Minn. Stat. § 412.191, subd.  
2.

As individuals, councilmembers have no administrative authority. They cannot give orders to or otherwise supervise city employees unless specifically directed to do so by the council. The council, however, has complete authority over all administrative affairs in the city. In Plan B cities, this authority is generally restricted to conducting investigations and establishing policies to be performed by the manager.

Under state law that was repealed in 2001, all members of the council, including mayors, were "peace officers." Councilmembers were authorized to suppress any "riotous or disorderly conduct" in the streets or public places of the city. The mayor and individual councilmembers no longer have peace-officer authority.

**B. The council's authority**

The city council is a continuing body. New members have no effect on the body except to change its membership. This means that all ordinances and resolutions remain in effect until the council alters or rescinds them, or until they expire through their own terms.

At any time, the council can change any resolution, ordinance, or administrative order whether or not the individuals presently on the council are the same as those serving when the council originally took action.

There are exceptions to this rule. For example, the council cannot dissolve a perpetual cemetery-maintenance fund. In addition, the council cannot rescind or unilaterally alter any valid contracts. This means the law of contracts applies to the council as it does to any other party. Whether a contract was validly made is a question of fact.

The following information outlines the major areas of council authority and responsibility.

**1. Judging the qualification and election of its own members**

The council evaluates the credentials of individuals who are, or who claim to be, members of the council. This power includes certifying election results, determining whether an individual has the necessary qualifications to hold office, and deciding whether a council vacancy exists.

**2. Setting and interpreting rules governing its own proceedings**

The council has the following powers:

**RELEVANT LINKS:**

Sec Minn. Stat. § 33A.17, subd. 10 (prohibiting the reduction of councilmembers' salaries because of absences from official duties because of vacation or sickness).

Minn. Stat. § 412.191, subd. 4.

Minn. Stat. § 412.051.

- To preserve order during its own meetings.
- To establish rules of procedure.
- To compel the attendance of members at meetings and to punish non-attendance. The council does not have the power to remove members from office, but it may punish members by fines or by deducting a part of the absentee's compensation for failure to comply with attendance orders.

**3. Exercising all the powers of cities that the law does not delegate to others**

Except for powers that the statutes delegate to a specific official or independent board or commission, the council has the authority to exercise all powers given to the city.

**4. Legislating for the city**

The council may enact ordinances by a majority vote of all its members except where a larger number is required by law. The power to legislate also includes setting administrative policies and otherwise establishing public policy for the city.

The council has the power to declare that violations of any ordinance are a crime and may prescribe penalties for ordinance violations. The statutory city code limits the penalty for ordinance violations to a fine of up to \$1,000 or up to 90 days in jail, or both.

**5. Directing the enforcement of city ordinances**

The council directs the enforcement of city ordinances by determining the level of law enforcement, setting qualifications for the police chief and police officers, purchasing certain types of equipment for police use, and by directing and supervising the work of police officers. The city council also directs all departments and employees responsible for the administration of its policies and ordinances in the general administration of their duties. The city council generally should not direct the enforcement efforts of its employees as to particular situations.

**6. Appointing administrative personnel**

In Standard Plan and Plan A cities, the council has the sole authority to appoint all city employees.

**RELEVANT LINKS:**

Minn. Stat. § 412.667.

See Minn. Stat. § 412.201.  
Minn. Stat. § 412.211.

Minn. Stat. § 412.241.

Minn. Stat. § 412.251.  
Minn. Stat. § 412.701. Minn.  
stat. § 275.065.  
Minn. Stat. § 412.241.

Minn. Stat. § 412.241.

Minn. Stat. § 118A.67. Minn.  
Stat. § 427.01-02.

Minn. Stat. § 412.111.

Minn. Stat. § 471.50. Minn.  
Stat. § 468.58.

In Plan B cities, the council appoints a city manager, who in turn appoints all city employees. The council may not dictate that the city manager appoint a particular person to city employment. Additionally, the council may not give any orders to employees hired by the manager.

**7. Transacting city business**

The transaction of city business includes a wealth of activities, such as purchasing, executing legal papers, taking bids, letting contracts, making discretionary administrative decisions, and evaluating the work of the administrative departments and personnel.

**8. Managing the city's financial operations**

The council has full authority over the city's financial affairs, including but not limited to:

- Levying taxes.
- Adopting a budget.
- Auditing and settling accounts.
- Safekeeping and disbursement of public money.
- Borrowing money.
- Designating depositories.

Councils should seek the advice of their staff and of consultants in making many of these decisions.

**9. Appointing members of the boards**

The council may create departments and advisory boards and appoint officers, employees, and agents for the city as deemed necessary for the proper management and operation of the city.

**10. Conducting the city's intergovernmental affairs**

The council may make agreements for the joint exercise of powers through agreements with other units of government, appoint people to serve on intergovernmental bodies, conduct city business with state and federal agencies, and participate in intergovernmental programs and the work of municipal associations, such as the League of Minnesota Cities.

**RELEVANT LINKS:**

Minn. Stat. § 412.221, subd. 32.

**11. Protecting the welfare of the city and its inhabitants**

Elected officials must formulate policies that will help the city solve future problems and adjust to social and economic trends. This requires long-range planning regarding city facilities and needs.

**12. Providing community leadership**

In addition to participating in civic events, city officials must provide leadership by promoting new ideas and suggesting new programs to improve the community and its surrounding areas.

**13. Other specific powers**

The city council also has specific powers in the following areas:

Minn. Stat. § 412.221, subd. 3, 28.

**Buildings.** The council has the power to construct or acquire structures needed for city purposes, and to control, protect, and insure public buildings, property, and records. The council also has the power, by ordinance, to regulate the construction of buildings.

Minn. Stat. § 412.221, subd. 5.

**Actions at law.** The council has the power to provide for the initiation or defense of actions in which the city may be interested. The council may employ attorneys for this purpose.

Minn. Stat. § 412.221, subd. 6.

**Streets.** The council has the power to lay out or change streets, parks, and other public grounds. By ordinance, the council may regulate the use of streets and public grounds.

Minn. Stat. § 412.401.

**Parks.** A statutory city may establish, improve, maintain, and manage parks and recreational facilities and, by ordinance, protect and regulate their use.

Minn. Stat. § 412.221, subd. 8.

**Trees.** The council has the power to provide for and, by ordinance, regulate the setting out and protection of trees, shrubs, and flowers in the city or upon its property.

Minn. Stat. § 412.221, subd. 9.

**Cemeteries.** The council has the power to acquire, hold, and manage cemetery grounds and to sell and convey cemetery lots. By ordinance, the city may regulate cemeteries and the disposal of cadavers.

Minn. Stat. § 412.221, subd. 11.

**Waterworks.** The council has the power to provide for and, by ordinance, regulate the use of wells, cisterns, reservoirs, and other types of water supply.

Minn. Stat. § 412.221, subd. 16.

**Hospital.** The council has the power to establish hospitals.

**RELEVANT LINKS:**

Minn. Stat. § 412.221, subd. 17.

**Fire prevention.** The council has the power to establish a fire department, appoint its officers and members, and prescribe their duties. The council also has the power, by ordinance, to prevent, control, or extinguish fires.

Minn. Stat. § 412.221, subd. 18.

**Naming streets.** The council has the power, by ordinance, to name or rename the streets and public places of the city and to number or re-number the lots and blocks of the city. The council may make and record a consolidated plat of the city.

Minn. Stat. § 412.221, subd. 21.

**Animals.** The council has the power, by ordinance, to regulate the keeping of animals, to restrain their running at large, and to authorize their impoundment and destruction.

Minn. Stat. § 412.221, subd. 22.

**Health.** The council has the power, by ordinance, to provide for the disposal of solid waste, sewage, garbage, and other unwholesome substances.

Minn. Stat. § 412.221, subd. 24, 25.

**Noise and nuisances.** The council has the power, by ordinance, to regulate and prevent noise and to define and provide for the prevention or abatement of nuisances.

Minn. Stat. § 412.221, subd. 25.

**Amusement.** The council has the power, by ordinance, to prevent or license and regulate billiard tables, bowling alleys, gambling devices, circuses, theatrical performances, amusements, or shows of any kind.

Minn. Stat. § 412.221, subd. 26.

**Vice.** The council has the power, by ordinance, to restrain and punish vagrants, prostitutes, and individuals guilty of lewd conduct.

Minn. Stat. § 412.221, subd. 27.

**Dances.** The council has the power, by ordinance, to license and regulate the operation of public-dance halls and the conduct of public dances.

Minn. Stat. § 412.221, subd. 30.

**Restaurants.** The council has the power to license and regulate restaurants and public-eating places.

Minn. Stat. § 412.221, subd. 31.

**Sewer and water connections.** The council has the power, by ordinance, to require the owner of any property that is abutting or adjacent to any street in which sewer and water mains have been laid to install a toilet in such buildings and connect it with the sewer and water mains.

Minn. Stat. § 412.221, subd. 32.

**General welfare.** The council has the power to provide for the government and good order of the city, the prevention of crime, the protection of public and private property, and the promotion of health, order, and convenience through the enactment of ordinances.

Minn. Stat. § 415.01.

**Township powers.** The council has all the powers given to towns in chapters 365 and 368 of the Minnesota Statutes.

**RELEVANT LINKS:**

Minn. Stat. § 412.191, subd. 2, 1. For more information about the office of mayor see the Minnesota Mayors Handbook.

**III. Mayor**

As the head of the city, the mayor officially speaks for both the council and the community as a whole. In all statutory cities and in most charter cities, the mayor is the presiding officer and a regular member of the council. The mayor has all the powers and duties for the office of councilmember in addition to those of mayor.

In a home rule charter city, the charter spells out the duties and responsibilities of the mayor. This chapter, however, deals with mayors of statutory cities.

Many mayors belong to the Minnesota Mayors' Association (MMA), which is affiliated with the League and holds an annual conference on issues of interest to mayors. Contact the League for more information about the MMA.

**A. Official head of the city**

As the official head of the city, the mayor has three important responsibilities.

First, the mayor usually serves as the city's representative before the Minnesota Legislature, federal agencies, and other local governments.

Second, the mayor performs ceremonial duties on behalf of the community. The mayor usually greets important visitors, gives formal and informal talks, and takes part in public events. Because local civic groups frequently ask the mayor to speak, the mayor must be prepared to explain and defend city problems and programs.

A third responsibility is to exert leadership in city affairs. Because the mayors of statutory cities lack significant individual authority, this responsibility frequently calls for tact rather than overt acts of direction or supervisory control.

**B. Executing official documents**

The mayor of a statutory city must sign ordinances, contracts authorized by the council, and written orders for payment of claims that have been audited and allowed by the council. These are ministerial duties, and the mayor may not refuse to sign if the purpose, approval, and form are legally correct and complete.

Minn. Stat. § 412.191, subd. 4. Minn. Stat. § 412.201. A.G. Op. 61-J (June 2, 1966).

**RELEVANT LINKS:**

Minn. Stat. § 412.501. (The council appoints the members of an advisory park board or commission created under Minn. Stat. § 412.111).

Minn. Stat. § 134.02, subd. 1. Minn. Stat. § 134.193, subd. 2 (joint school and public library).

Minn. Stat. § 412.221, subd. 16.

Minn. Stat. § 44.04, subd. 1. See Minn. Stat. § 419.07, subd. 1 (authorizing the creation of a joint police and fire commission with members appointed by the council).

Minn. Stat. § 465.003, subd. 6.

Minn. Stat. § 459.097, subd. 2.

Minn. Stat. § 450.20.

Minn. Stat. § 12.25, subd. 1.

Minn. Stat. § 412.02, subd. 2a.

Minn. Stat. § 412.191, subd. 1.

Minn. Stat. § 412.02, subd. 6.

Minn. Stat. § 412.191, subd. 3.

**C. Power to make some appointments**

The power to appoint usually resides in the council. The mayor has authority to make the following appointments subject to council approval:

- Park board members.
- Public library board members.
- Hospital board members.
- Some members of the police civil-service commission.
- HRA members.
- EDA members.

The mayor has authority to make the following appointments without needing council approval:

- City art commission members (First Class cities).
- Emergency management director
- The mayor also appoints to fill vacancies in elective offices if the council's vote to fill the vacancy is tied.

**D. Presiding officer at council meetings**

Plan A and Plan B statutory city councils are usually composed of five members consisting of the mayor and four councilmembers. In a Standard Plan city, the council consists of the mayor, the clerk, and three councilmembers. Any statutory city, however, may adopt a council size of seven following adoption of a council ordinance and voter approval at the next general city election.

The mayor serves as presiding officer at council meetings. The mayor generally recognizes speakers for debate and motions, and rules on questions of council procedure. The power to rule on council procedure is especially significant because once rulings are made they are binding on the council, unless the council votes to challenge them.

**RELEVANT LINKS:**

Minn. Stat. § 413.101, subd. 2. See "Mayor's Power to Vote and Make Motion," *Minnesota Cities*, Jan. 2004.

Minn. Stat. § 18.30, subd. 2, 3.

Minn. Stat. § 18.31, subd. 2.

Minn. Stat. § 204C.07, subd. 3, 4.

Minn. Stat. § 204C.31, subd. 1.

Minn. Stat. § 259E.04.

A statutory city mayor can vote on all motions put before the council, but does not have the right to veto council actions. The right of the mayor to make and second motions is implied from the mayor's privilege of voting and taking part in regular council deliberations. The mayor has an obligation to be impartial and objective in conducting the meeting. To maintain this objectivity, many mayors choose to minimize making or seconding motions, and to allow other members of the council to speak before expressing an opinion. Mayors may also call special meetings.

**E. Weed inspector**

The mayor is the city weed inspector. The city may appoint one or more assistant weed inspectors. An assistant weed inspector has the same power, authority, and responsibility of the mayor in the capacity of weed inspector.

Local weed inspectors examine all lands, including highways, roads, and alleys, to determine if the landowner has complied with the rules regarding the eradication of noxious weeds. Weed inspectors also issue permits for the transportation of materials infested with noxious, weed-propagating parts. A claim for the expenses of performing the weed inspector's duties is a legal charge against the city.

**F. Election duties**

Mayors of all cities have election duties. At elections where cities will vote on a question, the mayor, upon receiving a written petition signed by at least 25 eligible voters, must appoint one voter for each precinct to act as a challenger of voters in the polling place. A challenger must be present in the polling place during voting hours, and must remain until the votes are counted and the results declared. Challengers cannot attempt to influence voting in any manner.

Mayors or chairs of the town board from the most populous municipality in each county serve as members of the county-canvassing board. Any member of the canvassing board may appoint a designee to appear at a meeting of the board.

**G. Investigating fires**

In cities without fire departments, the mayor must investigate or have investigated the cause, origin, and circumstances of any fire where damages exceed \$100. The investigation must begin within two days of the fire.

16

**RELEVANT LINKS:**

Minn. Stat. § 12.29, subd. 1.

Minn. Stat. § 12.29, subd. 2, 3.

See Handbook, Chapter 8 for more information regarding the clerk position.

Minn. Stat. § 412.191, subd. 1, Minn. Stat. § 412.02, Minn. Stat. § 412.151. See discussion of Part I-F *Filling vacancies*.

See Handbook, Chapter 8.

Minn. Stat. § 412.141, Minn. Stat. § 412.02. See discussion of Part I-F *Filling vacancies*.

See Handbook, Chapter 8.

The mayor must report the fire to the state fire marshal. Within one week of the fire, the mayor must furnish a written statement to the state fire marshal.

**H. Declaring local emergencies**

Only the mayor can declare a local emergency. A local emergency cannot last for more than three days except with the council's consent. A local emergency must receive prompt and general publicity. The clerk must promptly file any order or proclamation declaring, continuing, or terminating the emergency.

A declaration of a local emergency invokes the response and recovery aspects of any local or inter-jurisdictional disaster plans and may authorize aid and assistance. No inter-jurisdictional agency or official may declare a local emergency unless expressly authorized by an agreement. An inter-jurisdictional disaster agency must provide aid and services in accordance with the agreement.

**IV. Clerk and treasurer**

This section gives an overview of the positions of clerk and treasurer.

**A. Clerk**

The clerk position in a Standard Plan statutory city is an elected office. The clerk serves as a member of the council, as well as fulfilling the other duties of a city clerk prescribed by statute or by the council. Vacancies in the elected clerk position are handled in the same manner as council vacancies.

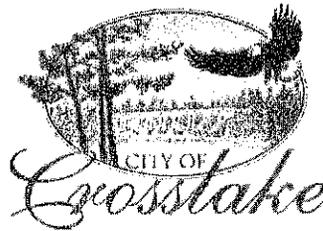
The clerk position in Plan A and Plan B cities is an appointed office. The clerk does not serve on the council, but is responsible for the duties prescribed by statute and by the council.

**B. Treasurer**

The treasurer in a Standard Plan statutory city is also an elected position, but the treasurer does not serve on the council. Vacancies in the elected treasurer position are handled the same as council vacancies.

The treasurer in Plan A and Plan B cities is not an elected office. All treasurers are responsible for those duties prescribed by statute or their city councils.

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



G.I.A.L.  
37028 County Road 66  
Crosslake, Minnesota 56442  
www.cityofcrosslake.org

**CITY OF CROSSLAKE**

**PLANNING COMMISSION/BOARD OF ADJUSTMENT**

**August 28, 2015**

**9:00 A.M.**

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

**PUBLIC HEARING NOTICE**

**Applicant:** Island Lake Storage Company, LLC

**Site Location:** Lot 8, Block 2, M and D Addition to Crosslake, Section 28, Crosslake, MN  
56442

**Request:**

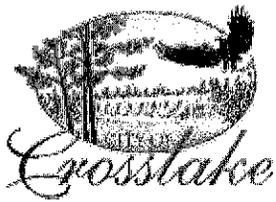
- Subdivision of property

**To:**

- To subdivide parcel #142350020080009 involving 2.26 acres into 3 tracts

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

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



## STAFF REPORT

Property Owner/Applicant: Island Lake Storage Company, LLC

Parcel Number(s): 142350020080009

Application Submitted: July 24, 2015

Action Deadline: September 21, 2015

60 Day Extension Letter sent: N/A

City Council Date: September 14, 2015

**Authorized Agent:** N/A

**Request:** To subdivide parcel #142350020080009 involving 2.26 acres into 3 tracts

**Current Zoning:** Limited Commercial

**Adjacent Land Use/Zoning:**

North – Limited Commercial

South – Limited Commercial

East – Limited Commercial

West – Limited Commercial

**Development Review Team Minutes held on 7-10-15:**

- Property is located at Lot 8, Block 2 on Northern Tier, City of Crosslake
- The proposed lot size requirements are 20,000 sq ft minimum with a lot width minimum of 100 feet
- No Septic on the parcel
- Stormwater management plan requirements
- Documentation as to high voltage easement per Ted Strand, Public Works Director
- Cost difference and procedure relating to Metes & Bounds vs Plat
- Explained schedule of public hearing procedure
- Planning Commission/Board of Adjustment will make a recommendation to the Crosslake City Council

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. The easement exhibit for ingress/egress to the property
3. Two septic site suitability's per parcel
4. A complete Metes and Bounds application
5. The public hearing fee of \$100.00 + \$75.00 per new lot
6. Park dedication fee of \$1,500.00 or 10% of land per new lot as outlined in Chapter 44, Sec. 44-402

**Parcel History:**

- M and D Addition to Crosslake plat established in 1997
- August 2006 – CUP to construct storage buildings/units for sale or rent

**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:** No comments were received as of 8-20-15

**City Engineer:** Received email 8-11-15

**City Attorney:** N/A

**Lake Association:** N/A

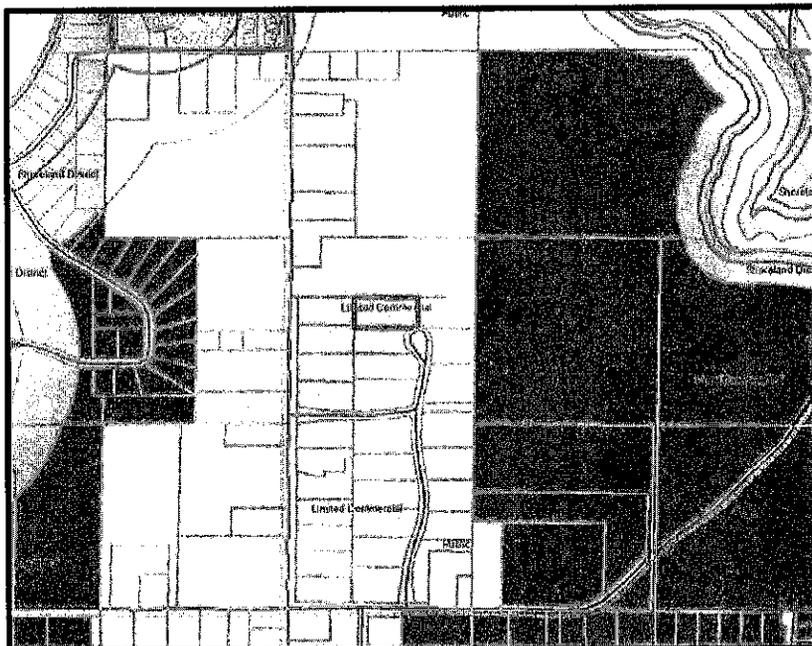
**Crosslake Public Works:** No comments were received as of 8-20-15

**Crosslake Park, Recreation & Library:** No comments were received as of 8-20-15

**Concerned Parties:** No comments were received as of 8-20-15

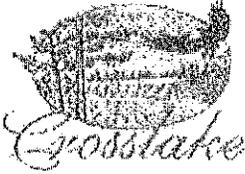
**POSSIBLE MOTION:**

To make a recommendation to the Crosslake City Council to approve/table/deny the subdivision of parcel #142350020080009 involving 2.26 acres located in part of Lot 8, Block 2, M and D Addition to Crosslake, Sec 28, City of Crosslake





RECEIVED  
JUL 24 2015



to City

BY: by July 21<sup>st</sup>

Subdivisions Application  
Planning and Zoning Department

37028 County Rd 66, Crosslake, MN 56442

218.692.2689 (Phone) 218.692.2687 (Fax) [www.cityofcrosslake.org](http://www.cityofcrosslake.org)

S 1510103

Receipt Number: 695723 Permit Number: \_\_\_\_\_

Property Owner(s): Island Lake Storage Company, LLC

Mailing Address: 16967 30<sup>th</sup> Ave N PLYMOUTH, MN

Site Address: N/A - Vacant land

Phone Number: 763-360-1151

E-Mail Address: jimlee1@outlook.com

Parcel Number(s): 142350020080009

Legal Description: Lot 8, Bl. 2, M and D ADDN

Sec 28 Twp 137 Rge 26 (27) 28

Land Involved: Width: 220 Length: 450 Acres: 2.3

Lake/River Name: N/A

Do you own land adjacent to this parcel(s)?  Yes  No (As Toy Box Equities, Inc)

If yes, list Parcel Number(s) 142350020070009

Authorized Agent: N/A

Agent Address: N/A

Agent Phone Number: N/A

Signature of Property Owner(s) James J Lee

Signature of Authorized Agent(s) N/A

Subdivision Type

(Check applicable request)

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

Development

3 Number of proposed lots

Number of proposed outlots

Access

Public Road

Easement (Proposed)

Easement recorded:  Yes  No

Septic

Compliance \_\_\_\_\_

SSTS Design \_\_\_\_\_

Site Suitability \_\_\_\_\_

Date 7-24-2015

Date N/A

- 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 C.S. Date 7-24-15 Land Use District LC Lake Class N/A Park, Rec, Lib \_\_\_\_\_

# RE: PC/BOA August 28, 2015 Meeting Packets

Dave Reese <Dave.Reese@wsn.us.com>

Tue 8/11/2015 11:31 AM

To: Cheryl Stuckmayer <Cheryl.Stuckmayer@crowwing.us>; Chris Pence <Chris.Pence@crowwing.us>; Heidi Lindgren <heidi.lindgren@state.mn.us>; Jon Kolstad <Jon.Kolstad@crowwing.us>; Ted Strand <publicwk@crosslake.net>; Jon Henke <jon.henke@crosslake.net>;

Cheryl,

Following are our comments regarding the applications that were forwarded:

## Island Lake Storage Subdivision

- There is a sizeable hole/swale that has been excavated on the north side of the parcel to be subdivided (Lot 8). The swale is about 8-feet deep according to the surveyed topography; drainage from all three proposed tracts will likely rely upon this low area to remain intact, or retain enough storage capacity to accommodate the three proposed tracts. The Commission may want to consider requiring a drainage easement over this area allowing the three tracts access and use for this purpose. The alternative is to approve as submitted, and deal with site development and drainage for each tract individually in the future; however, there is the potential this swale could be filled in by the lot owner(s) and a new site grading and drainage plan would be needed in each case.
- Will there be a shared access agreement with the adjoiner's property, or will a new access lane be created in the proposed 33' easement? Given the adjoiner's access drive already encroaches onto Lot 8, there should be some agreement in place.

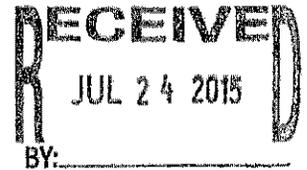
## Minger Variance

- If the Commission approves a Variance, we recommend the following:
  - There will be significant site disturbance within the bluff to excavate the basement material and to create the drainage swales throughout the lot as shown on their stormwater plan. A detailed erosion control plan should be submitted to the City that includes measures to protect the bluff during construction when soils are exposed, and requires immediate stabilization following backfilling and contouring around the structure.
  - How will the proposed stormwater retention areas shown in their stormwater plan be constructed at the toe of the bluff? It is not recommended that skid-steers or other equipment run down the bluff.

If there are any questions regarding these comments, please give us a call.

Regards,

David Reese



**Crow Wing County Abstract Company, Inc.**  
**411 Laurel Street/P.O. Box 378**  
**Brainerd, Mn 56401**  
**Phone 218-829-7393 Fax 218-829-8586**  
**E-Mail Address: cwcac@infotelcom.net**

*April 12, 2006*

**Island Lake Storage Company, LLC**  
**16967 30<sup>th</sup> Avenue N.**  
**Plymouth, Mn 55447**

*Re: Final Documents*  
*Island Lake Storage/Foley*  
*Loan No.:*  
*CWCAC File No.: 05-0890C-3*

*Enclosed you will find the following documents relating to your recent closing:*

- Abstract of Title:*
- Certificate of Title No.:*
- X Title Insurance Policy No.: 72106-1308361*
- X Original Documents: Warranty Deed (Document No. 689669)*

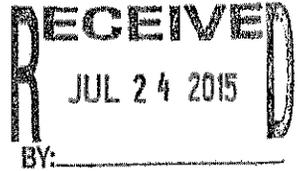
*Thank you for giving us the opportunity to serve you. If you should have any questions regarding the above, please feel free to contact us at 218-829-7368.*

*Sincerely,*

*Crow Wing County Abstract Company*

*Amy Thompson*  
*Title Insurance Department*

*Enclosure*



Issued through the office of:  
CROW WING COUNTY ABSTRACT CO  
411 Laurel Street  
Brainerd, MN 56401  
(218) 829-7368

Policy Number - 72106-1308361

SCHEDULE A

Date of Policy: June 24<sup>th</sup>, 2005, at 8 o'clock A.M.

Amount of Insurance: \$70,000.00

Related Commitment No. C-05-0890C-3

1. Name of Insured:

Island Lake Storage Company, LLC, a Minnesota Limited Liability Company.

2. The estate or interest in the land described and which is covered by this policy is:

Fee Simple

3. The estate or interest referred to herein is at date of policy vested in:

Island Lake Storage Company, LLC, a Minnesota Limited Liability Company.

4. The land herein described is encumbered by the following mortgage.

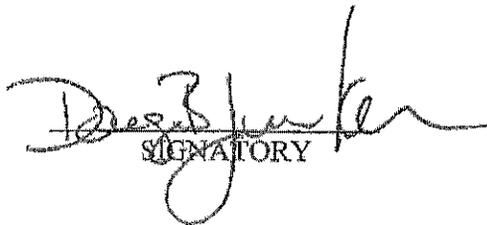
None.

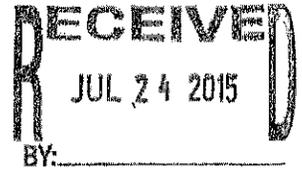
5. The land referred to in this policy is described as follows:

CROW WING COUNTY

Lots Seven (7) and Eight (8), Block Two (2), M & D Addition to Crosslake.

ABSTRACT PROPERTY

  
SIGNATORY



Policy Number - 72106-1308361

SCHEDULE B

THIS POLICY DOES NOT INSURE AGAINST LOSS OR DAMAGE BY REASON OF THE FOLLOWING EXCEPTIONS:

GENERAL EXCEPTIONS:

- (1) RIGHTS OR CLAIMS OF PARTIES IN POSSESSION NOT SHOWN BY THE PUBLIC RECORDS.
- (2) ENCROACHMENTS, OVERLAPS, BOUNDARY LINE DISPUTES, AND ANY OTHER MATTERS WHICH WOULD BE DISCLOSED BY AN ACCURATE SURVEY AND INSPECTION OF THE PREMISES.
- (3) EASEMENTS OR CLAIMS OF EASEMENTS NOT SHOWN BY THE PUBLIC RECORDS.
- (4) ANY LIEN, OR RIGHT TO A LIEN, FOR SERVICES, LABOR OR MATERIAL HERETOFORE OR HEREAFTER FURNISHED, IMPOSED BY LAW AND NOT SHOWN BY THE PUBLIC RECORDS.
- (5) TAXES OR SPECIAL ASSESSMENTS WHICH ARE NOT SHOWN AS EXISTING LIENS BY THE PUBLIC RECORDS.

SPECIAL EXCEPTIONS: THE MORTGAGE, IF ANY REFERRED TO IN ITEM 4 OF SCHEDULE A.

6. Taxes levied in 2006 and thereafter.
7. Special Assessments hereafter levied or pending.
8. Crow Wing Cooperative Power and Light Company Right of Way Easement as conveyed in Document No. 568151.
9. Declaration of Covenants, Conditions, Restrictions, and Reservations for M and D Addition to Crosslake, dated June 20<sup>th</sup>, 2000, filed July 3<sup>rd</sup>, 2000, as document No. 570144.
10. Drainage and Utility Easements set out on Plat of "M and D Addition to Crosslake".
11. Electric Power Line Easement conveyed to United Power Association by Document No. 403797 and as shown on Plat of "M and D Addition to Crosslake".

RECEIVED  
JUL 24 2015 9:50  
BY: \_\_\_\_\_

2

CURRENT TAX CERTIFICATION  
( ) REQUIRED (X) NOT REQUIRED  
CERTIFICATE OF REAL ESTATE VALUE  
(X) FILED 38292 ( ) NOT REQUIRED  
NO DELINQUENT TAXES-TRANSFER ENTERED  
DATE June 23 2005  
Dora Luukkonen BY SL  
CROW WING COUNTY AUDITOR  
DATE June 23 2005 REC# 94593  
DEED TAX HEREON OF \$ 231.00  
ROY A. LUUKKONEN, BY SL  
CROW WING COUNTY AUDITOR  
TRANSFER # 505217/505018  
RE CODE: 142350020070009  
142350020080009

Office of County Recorder  
County of Crow Wing, MN }  
I hereby certify that the within instrument was filed  
in this office for record on the 27 day of June  
A.D. 2005 at 8 o'clock PM  
and was duly recorded as Doc. No. 0689669  
[Signature] County Recorder  
By [Signature] Deputy

Form No. 5-M - Warranty Deed  
Individual (to) Corporation or Partnership

State Deed Tax \$ 231.00

Date: May 27, 2005

FOR VALUABLE CONSIDERATION, Stephen Foley and Patricia Foley, Husband and Wife, Grantor (s), hereby convey (s) and warrant (s) to Island Lake Storage Company, LLC, Grantee, a Minnesota Limited Liability Company, real property in Crow Wing County, Minnesota, described as follows:

2 Lots Seven (7) and Eight (8), Block Two (2), M & D Addition to Crosslake Together with right of first refusal as set forth on attached Exhibit "A"

ABSTRACT PROPERTY

Seller certifies that the number and status of wells has not changed since the last together with all hereditaments and appurtenances belonging thereto, subject to the following exceptions: filed disclosure Subject to reservations, restrictions and easements of record, if any.

[Signature]  
Stephen Foley  
[Signature]  
Patricia Foley

STATE OF Minnesota )  
COUNTY OF Crow Wing )

The foregoing instrument was acknowledged before me this 27<sup>th</sup> day of May, 2005, by Stephen Foley and Patricia Foley, Husband and Wife, Grantor (s)

NOTARIAL STAMP: JACQUELINE M. TROTT  
NOTARY PUBLIC - MINNESOTA  
My Commission Expires Jan. 31, 2010

[Signature]  
SIGNATURE OF PERSON TAKING ACKNOWLEDGMENT

Tax Statements for the real property described in this instrument should be sent to (Include name and address of Grantee):

My commission expires: 1-31-10

Island Lake Storage Company, LLC  
16967 30th Avenue N.  
Plymouth, MN 55447

THIS INSTRUMENT WAS DRAFTED BY:  
Crow Wing County Abstract Company  
P.O. Box 832  
Crosslake, MN 56447  
05-0890C T.I.

RETURN TO

WELL CERTIFICATE  
RECEIVED ( ) NOT REQUIRED (X)

RECEIVED  
JUL 24 2015  
BY: \_\_\_\_\_

Exhibit "A"

Together with the Right of First Refusal to purchase Lot 6, Block 2, M&D Addition to Crosslake at the same terms and conditions as any Bona Fide Offer accepted by the Grantors herein. Notice of the acceptance of an offer by the Grantors shall be delivered to the Grantee at the Grantee's mailing address for tax statements as maintained on the records of the Crow Wing County Treasurer. Grantee shall have 10 days time from their receipt of said Notice to elect to purchase the property at the same terms and conditions as the Bona Fide Offer accepted by the Grantors. Notice of the Grantee's acceptance or non-acceptance shall be promptly returned to the Grantors at their address as maintained on the Crow Wing County Treasurer tax list or at such other location as the Grantors may specify.

*Patricia Foley*

RECEIVED  
JUL 24 2015

CURRENT TAX CERTIFICATION  
( ) REQUIRED (X) NOT REQUIRED  
CERTIFICATE OF REAL ESTATE VALUE  
( ) FILED (X) NOT REQUIRED  
NO DELINQUENT TAXES-TRANSFER INTERESTS  
DATE August 17, 2007  
Deborah A. Erickson  
CROW WING COUNTY AUDITOR  
DATE August 17, 2007 FROM 06608  
DEED TAX AMOUNT OF \$ 3.30  
DEBORAH A. ERICKSON, BY [Signature]  
CROW WING COUNTY AUDITOR  
TRANSFER # 0706831  
REG CODE: W2350020076009

Office of County Recorder  
County of Crow Wing, MN  
I hereby certify that the within instrument was filed  
in this office for record on the 17th day of August  
A.D. on 2007 at 0600 o'clock A.M.  
and was duly recorded as Doc. No. 0734911  
[Signature]  
County Recorder

Warranty Deed  
State Deed Tax \$ 3.30  
Date: August First, 2007

FOR VALUABLE CONSIDERATION, Island Lake Storage Company, LLC, a Minnesota limited liability company, Grantor, hereby conveys and warrants to Toy Box Equities, Inc. a Minnesota corporation, Grantee, real property in Crow Wing County, Minnesota, described as follows:  
a Lot 7, Block 2, M and D Addition to Crosslake together with an appurtenant easement for ingress, egress and utilities over the South 20 feet of Lot 8, Block 2, M and D Addition to Crosslake and Subject to an easement for Ingress egress and utilities over the North 20 feet of said Lot 7, Block 2, which easement herein reserved is appurtenant to said Lot 8, Block 2. Consideration for this conveyance is \$1,000.00.  
The seller certifies the status of the well has not changed since the last filed well certificate.

Subject to Drainage and utility easements as set out on said plat.

WELL CERTIFICATE  
RECEIVED ( ) NOT REQUIRED (X)

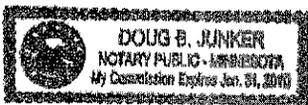
[Signature]  
David Greischar, Governor

[Signature]  
James Lee, Governor

STATE OF MINNESOTA  
COUNTY OF CROW WING

The foregoing Instrument was acknowledged before me this 17th day of August, 2007, by David Greischar and James Lee, as Governors of Island Lake Storage Company, LLC, on behalf of said limited liability company, Grantors.

[Signature]  
Notary

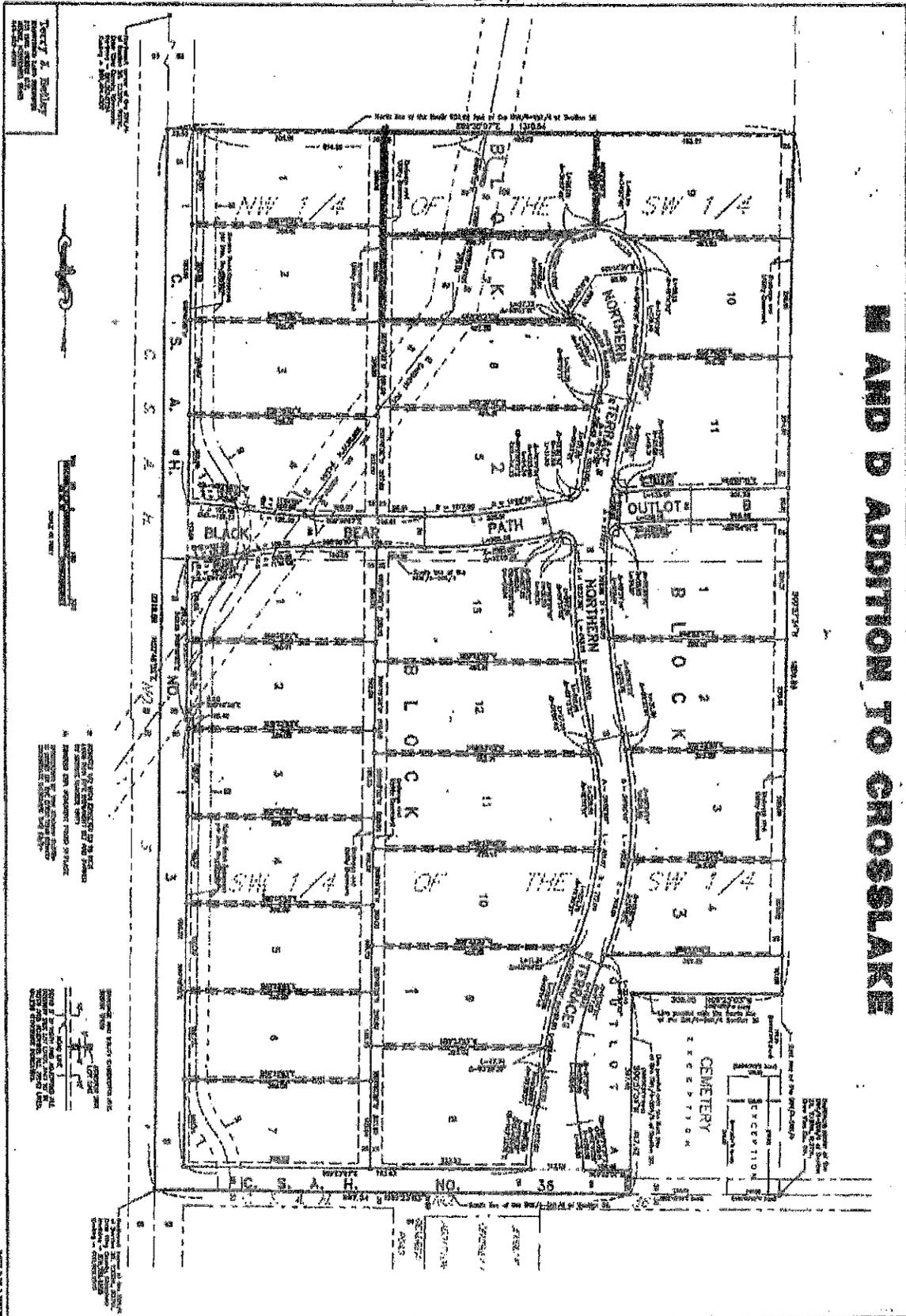


RETURN TO

THIS INSTRUMENT WAS DRAFTED BY: Crow Wing County Abstract Company 411 Laurel Street Brainerd, MN 56401  
Tax Statements to: Toy Box Equities, Inc. 35264 Cty Rd #3 P.O. Box 832 Crosslake Minnesota 56442-0832

Lot 7 B1k2 - Site 1  
 Lot 8 B1k2 - Site 2

RECEIVED  
 JUL 24 2015  
 BY: \_\_\_\_\_



**M AND D ADDITION TO CROSSLAKE**

Copy

THOMAS E. BENDIS  
 Surveyor  
 1000 S. 10th St.  
 Lincoln, NE 68502  
 (402) 441-1111

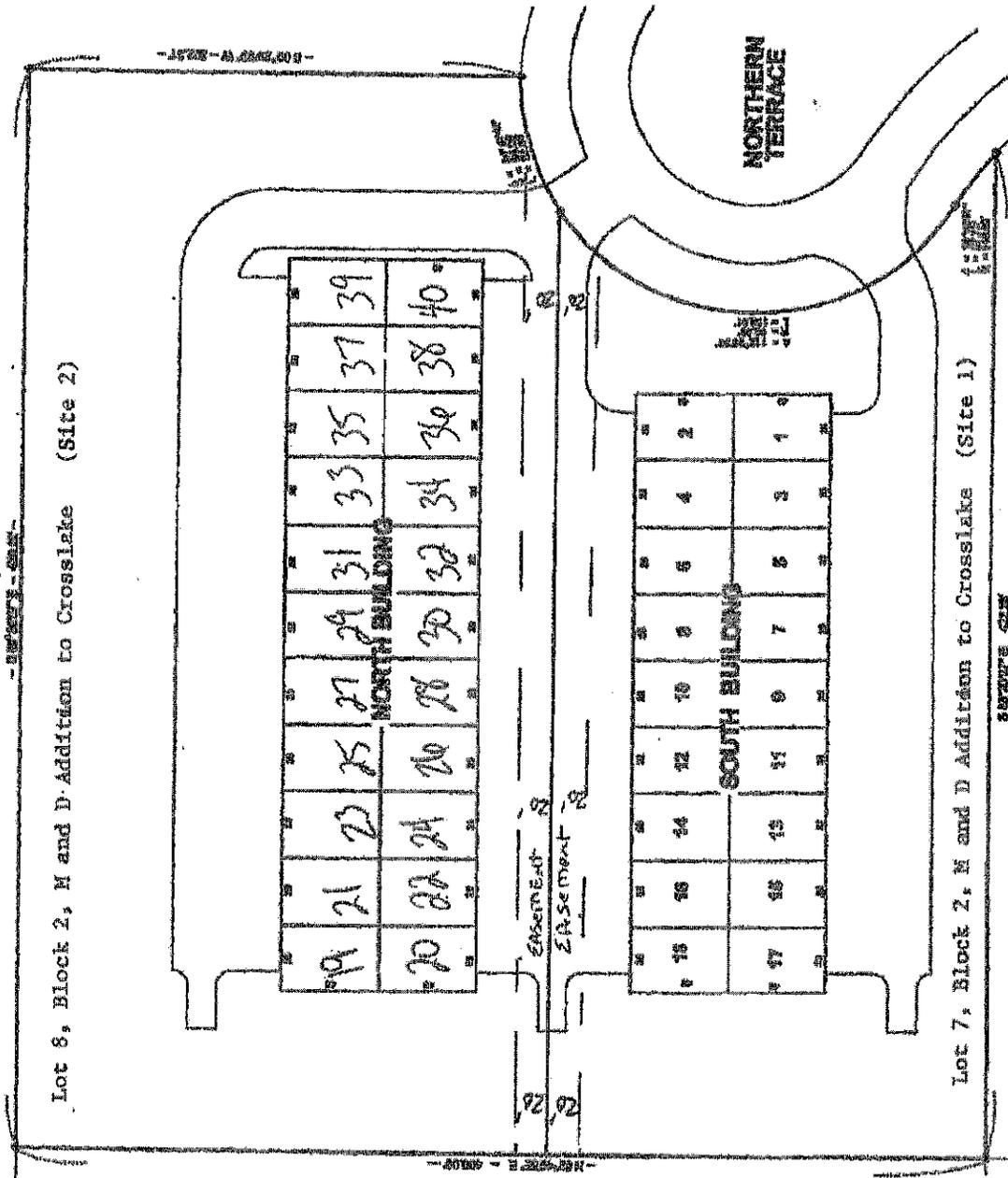
NOTICE: THIS PLAT IS SUBJECT TO THE PROVISIONS OF THE NEBRASKA SUBDIVISION ACT, CHAPTER 79, NEBRASKA STATUTES, AND THE NEBRASKA SUBDIVISION ACT, CHAPTER 79, NEBRASKA STATUTES, AS AMENDED.

THESE PROVISIONS REQUIRE THAT THE PLAT BE RECORDED IN THE PUBLIC RECORDS OF THE COUNTY OF LINCOLN, NEBRASKA, AND THAT THE PLAT BE SUBJECT TO THE PROVISIONS OF THE NEBRASKA SUBDIVISION ACT, CHAPTER 79, NEBRASKA STATUTES, AS AMENDED.

THESE PROVISIONS REQUIRE THAT THE PLAT BE RECORDED IN THE PUBLIC RECORDS OF THE COUNTY OF LINCOLN, NEBRASKA, AND THAT THE PLAT BE SUBJECT TO THE PROVISIONS OF THE NEBRASKA SUBDIVISION ACT, CHAPTER 79, NEBRASKA STATUTES, AS AMENDED.

RECEIVED  
 JUL 24 2015  
 BY: \_\_\_\_\_

EXHIBIT "A" to Toy Box Equities, Inc. By-Laws  
 Storage Unit numbering layout



Lot 8, Block 2, M and D Addition to Crosslake (Site 2)

Lot 7, Block 2, M and D Addition to Crosslake (Site 1)





RECEIVED  
NOV 14 1966

PARTIAL RELEASE OF EASEMENT

KNOW ALL MEN BY THESE PRESENTS, that United Power Association, an incorporated Cooperative Association under the laws of the State of Minnesota, (Grantor), the surviving Association of a merger effective May 1, 1972, between it and Northern Minn. Power Association under the provisions of Minnesota Statutes, Section 308.16, Subd. 4, in consideration of the sum of one dollar and other good and valuable considerations, the receipt of which is hereby acknowledged, does hereby release the following described land situated in Crow Wing County, Minnesota, to wit:

The Northwest Quarter of the Southwest Quarter (NW1/4 of SW1/4) of Section 28, Township 137 North, Range 27 West EXCEPTING THEREFROM a strip of land 100 feet wide being 50 feet on each side of the following described centerline and its extensions, Commencing at the southwest corner of said Northwest Quarter of the Southwest Quarter (NW1/4 of the SW1/4), thence in an easterly direction along the south line of said Northwest Quarter of the Southwest Quarter (NW1/4 of SW1/4) a distance of 226.12 feet to the actual point of beginning of the centerline to be described, thence deflecting to the left and in a northeasterly direction an angle of 54 degrees 04 minutes 34 seconds (54°04'34") a distance of 649.62 feet; thence in a northerly direction to a point on the north line of said Northwest Quarter of the Southwest Quarter (NW1/4 of the SW1/4) distant 742.50 feet east of the northwest corner thereof, and there terminating

from that certain easement executed on August 30, 1966, by Raymond Clinton Gould and Helga L. Gould (Husband and Wife) (unmarried), to Northern Minn. Power Association its successors and assigns, and filed for record in the office of the County Recorder for Crow Wing County on November 18, 1966, as Document No. 224668, and recorded in Book 158 of Deeds on page 363

As to the lands herein excepted all rights acquired by Grantor by said easement herein described dated August 30, 1966, are hereby expressly retained and reserved unto Grantor, its successors and assigns.

As to the lands hereby released, Grantor hereby reserves unto itself, its successors and assigns, the right to cut down or trim from time to time any dead, weak, leaning or dangerous trees located thereon that are tall enough to strike the wires of Grantor's transmission line in falling; also reserving unto Grantor, its successors and assigns, the right of reasonable ingress to and egress from its right of way (being the lands herein excepted) over and across the lands hereby released by the most convenient route which will cause the least possible interference with the owners and occupants use thereof, and to maintain and replace necessary anchors and guy wires upon the lands hereby released, which guy wires are attached to a pole forming part of the transmission line.

Dated at Elk River, Minnesota this 1st day of Nov 1966

In presence of  
*William Hochmuller*  
*Earl D. Benton*

United Power Association  
By *P.O. Martin*  
P.O. Martin, its General Manager

(Seal)  
STATE OF MINNESOTA ) ss  
COUNTY OF SHERBURNE )

In this day of Nov 1966, before me a Notary Public, within and for County, personally appeared P.O. Martin, to me personally known, who being by me duly sworn did say that he is the General Manager of the corporation named in the foregoing instrument and that the seal affixed to said instrument is the corporate seal of said corporation and that said instrument was signed in behalf of said corporation by authority of its Board of Directors and said P.O. Martin acknowledged said instrument to be the free act and deed of said corporation.

*Notary Public*  
Notary Public

GARY N. OSTROM  
Notary Public  
CHASAGO COUNTY  
My Commission Expires 7/10/92

RECEIVED  
JUL 24 2015

County Recorder  
I hereby certify that the within instrument was filed  
in the office for record on the 24th day of July  
A.D. 2015 at \_\_\_\_\_ o'clock \_\_\_\_\_ M.  
and was duly recorded as Book No. \_\_\_\_\_  
Page No. 403797  
By \_\_\_\_\_  
County Recorder  
Deputy

Crow Wing County Environmental Services  
 Site Suitability Form  
 Article 3.2.F



Property Owner: Island Lake Storage Company, LLC Date: 7/23/2015 BY: \_\_\_\_\_  
 Mailing Address: 16967 30th Ave N  
 City/State/Zip: Plymouth, MN 55447  
 Home Phone Number: \_\_\_\_\_ Cell: 763-360-1151  
 Site Address: TBD  
 City/State/Zip: \_\_\_\_\_  
 Legal Description: Lot 8 Block 2 M and D Addition to Crosslake (A)  
 Sec. \_\_\_\_\_ 28 Twp: \_\_\_\_\_ 137 Range: \_\_\_\_\_ 27 Township Name: City of Crosslake  
 Parcel Number: 142-350-020-080-009  
 Lake/ River: \_\_\_\_\_ Lake/River Classification: \_\_\_\_\_

**Description of Soil Treatment Areas**

	(Proposed) Site #1			(Alternate) Site #2		
Disturbed Areas	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Compacted Areas	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Flooding	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Run on Potential	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>	Yes _____	No <u>X</u>
Limiting Layer Depth	SB1	<u>48"</u> SB2	SB1	<u>60"</u> SB2	SB1	SB2
Slope % and Direction	<u>0%</u>			<u>0%</u>		
Soil Texture	<u>SL</u>			<u>SL</u>		
Soil Sizing Factor	<u>1.27</u>			<u>1.27</u>		
Landscape Position	<u>Flat</u>			<u>Flat</u>		
Vegetation Types	<u>Grass Field</u>			<u>Grass Field</u>		

Perc. Rate	Texture	SSF	HLR	Perc. Rate	Texture	SSF	GPD/Sq.Ft.
<0.1	Coarse Sand			16 to 30	Loam	1.67	0.60
0.1 to 5	Sand	0.83	1.20	31 to 45	Silt Loam	2.0	0.50
0.1 to 5	Fine Sand	1.67	0.60	46 to 60	Clay Loam	2.2	0.45
6 to 15	Sandy Loam	1.27	0.79	> 60	Clay Loam	****	0.24

Print Designer Name and License Number: Martin Joyce 2129  
 Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_  
 Home Phone Number: \_\_\_\_\_ Cell: 218-820-2621  
 E-Mail Address: joycem@brainerd.net

Designer Signature: *Martin Joyce* Date: 7/23/2015

Comments/ Driving Directions: Found adequate soils and area for 2 SSTS Type I drainfields. More soils will be needed for a septic design. Soil conditions may vary on site due to past dirt work done on the property.

**RECEIVED**  
 JUL 24 2015  
 BY: \_\_\_\_\_

Crow Wing County Environmental Services

Site Suitability Soil Boaring Logs for Proposed Septic System Sites

Property Owner: Island Lake Storage Company, I Date: 7/23/2015

- \* Record depths of all horizons.
- \* Record all Redoximorphic Features, Restricting Layers and Saturated Soils.
- \* Include all Chroma and Hue values in boaring log.

1 (PROPOSED) SOILS DATA

DEPTH (INCHES)	TEXTURE	MUNSELL COLOR
0" - 18"	Sand Loamy Sand	10YR 6/4
18" - 32"	Mix	10YR 4/4
32" - 48"	Sand	10YR 6/4

2 (PROPOSED) SOILS DATA

DEPTH (INCHES)	TEXTURE	MUNSELL COLOR

1 (ALTERNATE) SOILS DATA

DEPTH (INCHES)	TEXTURE	MUNSELL COLOR
0" - 8"	Sand Loamy Sand	10YR 5/4
8" - 36"	Mix	10YR 4/4
36" - 60"	Sand	10YR 6/4

2 (ALTERNATE) SOILS DATA

DEPTH (INCHES)	TEXTURE	MUNSELL COLOR

Legal Description: Lot 8 Block 2 M and D Addition to Crosslake (A)

Parcel Number: 142-350-020-080-009

Designer Signature:  Date: 7/23/2015

Crow Wing County Environmental Services  
 Site Sketch for Site Suitability

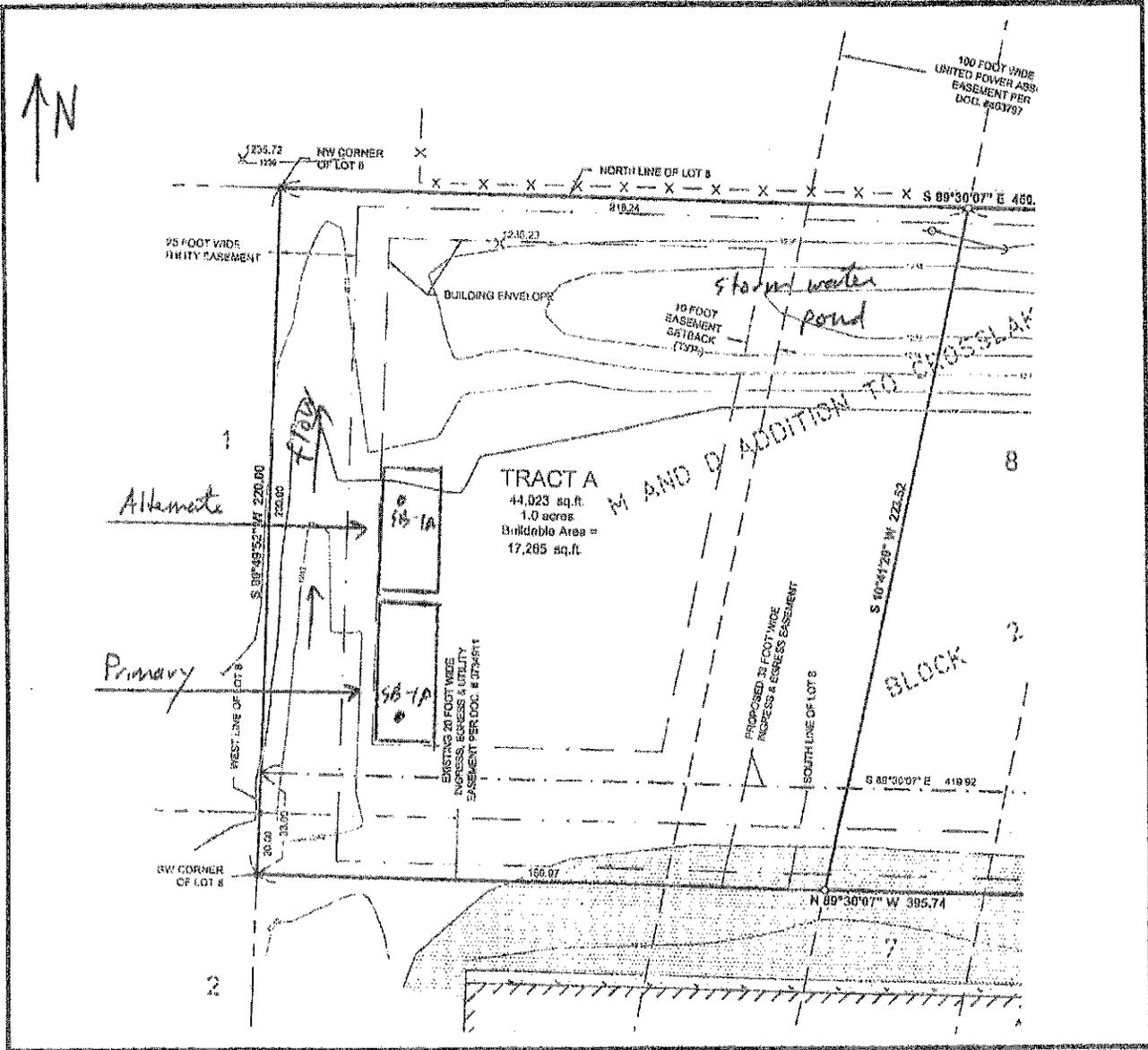
RECEIVED  
 JUL 24 2015

Property Owner: Island Lake Storage Company, LLC

Date: 7/23/2015

BY: \_\_\_\_\_

Please Draw to Scale with North Arrow to top or Left Side of Page



**Show Existing or Proposed:**

- Water Wells within 100 ft. of drainfield
- Water lines within 10 ft. of drainfield
- All Drainfield Areas and Boring Locations
- Disturbed/Compacted Areas
- Component Location
- OHW as Needed
- Lot Easements
- Access Route for Tank Maintenance
- Property Lines, all Existing and Proposed Structures, all Relative Setbacks

Legal Description: Lot 8 Block 2 M and D Addition to Crosslake (A)

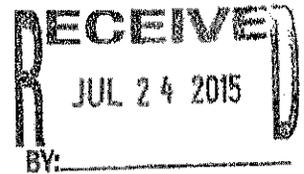
Parcel Number: 142-350-020-080-009

Designer Signature: \_\_\_\_\_

Date: 7/23/2015

License Number: 2129

Crow Wing County Environmental Services  
 Site Suitability Form  
 Article 3.2.F



Property Owner: Island Lake Storage Company, LLC Date: 7/23/2015  
 Mailing Address: 16967 30th Ave N  
 City/State/Zip: Plymouth, MN 55447  
 Home Phone Number: \_\_\_\_\_ Cell: 763-360-1151  
 Site Address: TBD  
 City/State/Zip: \_\_\_\_\_  
 Legal Description: Lot 8 Block 2 M and D Addition to Crosslake (B)  
 Sec. 28 Twp: 137 Range: 27 Township Name: City of Crosslake  
 Parcel Number: 142-350-020-080-009  
 Lake/ River: \_\_\_\_\_ Lake/River Classification: \_\_\_\_\_

**Description of Soil Treatment Areas**

	(Proposed) Site #1			(Alternate) Site #2		
Disturbed Areas	Yes	No	<u>X</u>	Yes	No	<u>X</u>
Compacted Areas	Yes	No	<u>X</u>	Yes	No	<u>X</u>
Flooding	Yes	No	<u>X</u>	Yes	No	<u>X</u>
Run on Potential	Yes	No	<u>X</u>	Yes	No	<u>X</u>
Limiting Layer Depth	SB1	<u>44"</u>	SB2	SB1	<u>48"</u>	SB2
Slope % and Direction	<u>1 to 2% North</u>			<u>0%</u>		
Soil Texture	<u>SL</u>			<u>SL</u>		
Soil Sizing Factor	<u>1.27</u>			<u>1.27</u>		
Landscape Position	<u>Shoulder slope</u>			<u>Flat</u>		
Vegetation Types	<u>Grass Field</u>			<u>Grass Field</u>		

Perc. Rate	Texture	SSF	HLR	Perc. Rate	Texture	SSF	GPD/Sq.Ft.
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Print Designer Name and License Number: Martin Joyce 2129  
 Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_  
 Home Phone Number: \_\_\_\_\_ Cell: 218-820-2621  
 E-Mail Address: joycom@brainerd.net

Designer Signature: *Martin Joyce* Date: 7/23/2015  
 Comments/ Driving Directions: Found adequate soils and area for 2 SSTS Type I drainfields. More soils will be needed for a septic design. Soil conditions may vary on site due to past dirt work done on the property.

RECEIVED  
JUL 24 2015

Crow Wing County Environmental Services

Site Suitability Soil Boaring Logs for Proposed Septic System Sites

Property Owner: Island Lake Storage Company, I Date: 7/23/2015

- \* Record depths of all horizons.
- \* Record all Redoximorphic Features, Restricting Layers and Saturated Soils.
- \* Include all Chroma and Hue values in boaring log.

1 (PROPOSED) SOILS DATA

DEPTH (INCHES)	TEXTURE	MUNSELL COLOR
0" - 14"	Sand	10YR 5/4
	Loamy Sand	
14" - 44"	Mix	10YR 5/4

2 (PROPOSED) SOILS DATA

DEPTH (INCHES)	TEXTURE	MUNSELL COLOR

1 (ALTERNATE) SOILS DATA

DEPTH (INCHES)	TEXTURE	MUNSELL COLOR
0" - 10"	Sand	10YR 5/4
10" - 16"	Sandy Loam	10YR 4/3
	Loamy Sand	
16" - 40"	Mix	10YR 4/4
40" - 48"	Sand	10YR 5/4

2 (ALTERNATE) SOILS DATA

DEPTH (INCHES)	TEXTURE	MUNSELL COLOR

Legal Description: Lot 8 Block 2 M and D Addition to Crosslake (B)

Parcel Number: 142-350-020-080-009

Designer Signature:  Date: 7/23/2015

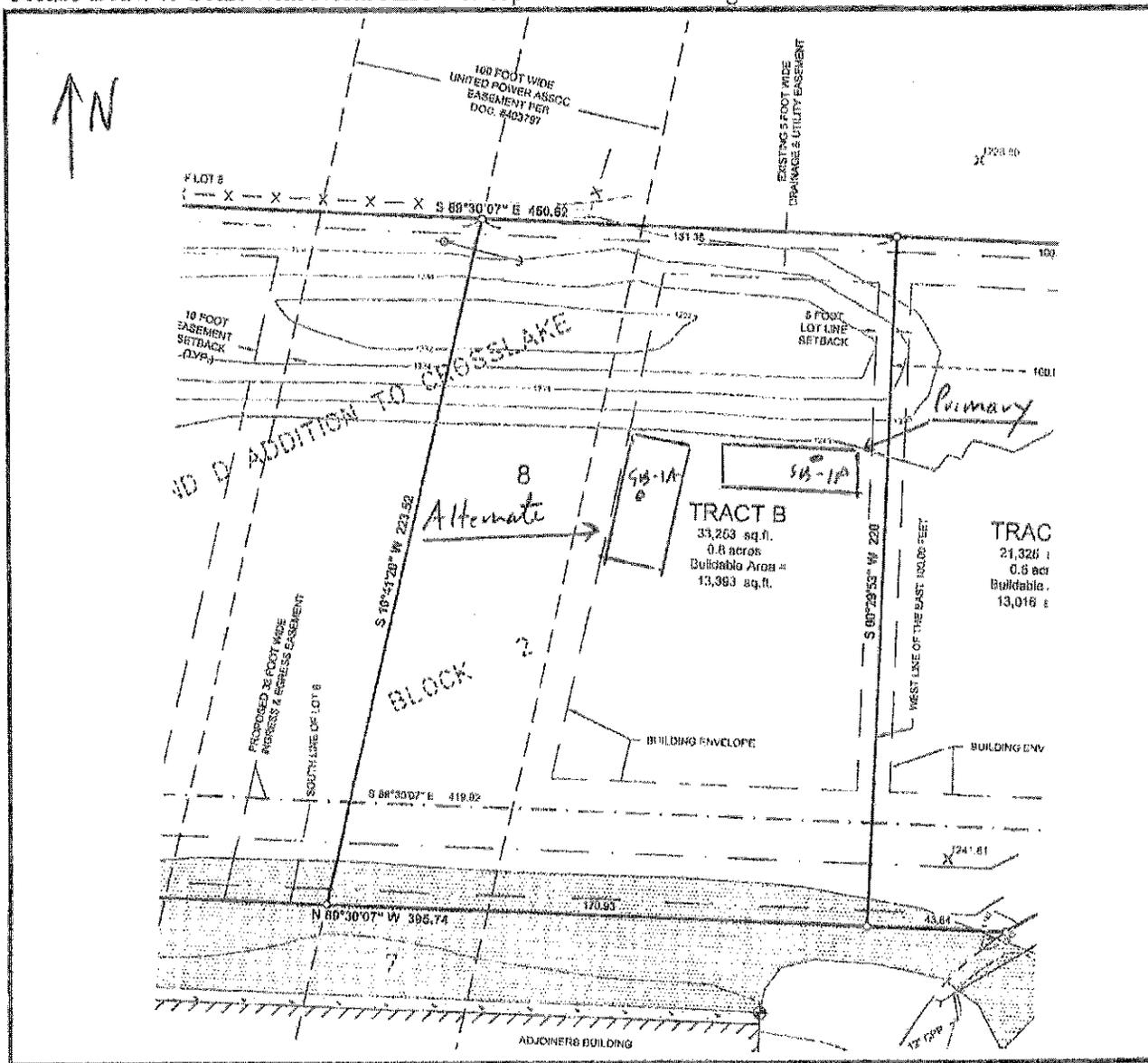
Crow Wing County Environmental Services  
 Site Sketch for Site Suitability

**RECEIVED**  
 JUL 24 2015  
 BY: \_\_\_\_\_

Property Owner: Island Lake Storage Company, LLC

Date: 7/23/2015

Please Draw to Scale with North Arrow to top or Left Side of Page



**Show Existing or Proposed:**

- Water Wells within 100 ft. of drainfield
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- All Drainfield Areas and Boring Locations
- Disturbed/Compacted Areas
- Component Location
- OHW as Needed
- Lot Easements
- Access Route for Tank Maintenance
- Property Lines, all Existing and Proposed Structures, all Relative Setbacks

Legal Description: Lot 8 Block 2 M and D Addition to Crosslake (B)

Parcel Number: 142-350-020-080-009

Designer Signature: [Signature]

Date: 7/23/2015

License Number: 2129

Crow Wing County Environmental Services  
 Site Suitability Form  
 Article 3.2.F

**RECEIVED**  
 JUL 24 2015  
 BY: \_\_\_\_\_

Property Owner: Island Lake Storage Company, LLC Date: 7/23/2015  
 Mailing Address: 16967 30th Ave N  
 City/State/Zip: Plymouth, MN 55447  
 Home Phone Number: \_\_\_\_\_ Cell: 763-360-1151  
 Site Address: TBD  
 City/State/Zip: \_\_\_\_\_  
 Legal Description: Lot 8 Block 2 M and D Addition to Crosslake (C)  
 Sec. 28 Twp: 137 Range: 27 Township Name: City of Crosslake  
 Parcel Number: 142-350-020-080-009  
 Lake/ River: \_\_\_\_\_ Lake/River Classification: \_\_\_\_\_

**Description of Soil Treatment Areas**

	(Proposed) Site #1			(Alternate) Site #2		
Disturbed Areas	Yes	No	<u>X</u>	Yes	No	<u>X</u>
Compacted Areas	Yes	No	<u>X</u>	Yes	No	<u>X</u>
Flooding	Yes	No	<u>X</u>	Yes	No	<u>X</u>
Run on Potential	Yes	No	<u>X</u>	Yes	No	<u>X</u>
Limiting Layer Depth	SB1	<u>72"</u>	SB2	SB1	<u>72"</u>	SB2
Slope % and Direction	<u>0%</u>			<u>0%</u>		
Soil Texture	<u>S to LS</u>			<u>S to LS</u>		
Soil Sizing Factor	<u>.83/1.27</u>			<u>.83/1.27</u>		
Landscape Position	<u>Flat</u>			<u>Flat</u>		
Vegetation Types	<u>Oaks and Pines</u>			<u>Oaks and Pines</u>		

Perc. Rate	Texture	SSF	HLR	Perc. Rate	Texture	SSF	GPD/Sq.Ft.
<0.1	Coarse Sand			16 to 30	Loam	1.67	0.60
0.1 to 5	Sand	0.83	1.20	31 to 45	Silt Loam	2.0	0.50
0.1 to 5	Fine Sand	1.67	0.60	46 to 60	Clay Loam	2.2	0.45
6 to 15	Sandy Loam	1.27	0.79	> 60	Clay Loam	****	0.24

Print Designer Name and License Number: Martin Joyce 2129  
 Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_  
 Home Phone Number: \_\_\_\_\_ Cell: 218-820-2621  
 E-Mail Address: joycem@brainerd.net

Designer Signature: *Martin Joyce* Date: 7/23/2015

Comments/ Driving Directions: Found adequate soils and area for 2 SSTS Type I drainfields. More soils will be needed for a septic design.

JUL 24 2015  
BY: \_\_\_\_\_

Crow Wing County Environmental Services

Site Suitability Soil Boaring Logs for Proposed Septic System Sites

Property Owner: Island Lake Storage Company, L Date: 7/23/2015

- \* Record depths of all horizons.
- \* Record all Redoximorphic Features, Restricting Layers and Saturated Soils.
- \* Include all Chroma and Hue values in boaring log.

1 (PROPOSED) SOILS DATA

DEPTH (INCHES)	TEXTURE	MUNSELL COLOR
0" - 4"	Topsoil	10YR 5/4
4" - 24"	Loamy Sand	10YR 5/4
24" - 72"	Medium Sand	10YR 5/4

2 (PROPOSED) SOILS DATA

DEPTH (INCHES)	TEXTURE	MUNSELL COLOR

1 (ALTERNATE) SOILS DATA

DEPTH (INCHES)	TEXTURE	MUNSELL COLOR
0" - 4"	Topsoil	10YR 5/4
4" - 24"	Loamy Sand	10YR 5/4
24" - 72"	Medium Sand	10YR 5/4

2 (ALTERNATE) SOILS DATA

DEPTH (INCHES)	TEXTURE	MUNSELL COLOR

Legal Description: Lot 8 Block 2 M and D Addition to Crosslake (C)

Parcel Number: 142-350-020-080-009

Designer Signature: 

Date: 7/23/2015

Crow Wing County Environmental Services  
 Site Sketch for Site Suitability

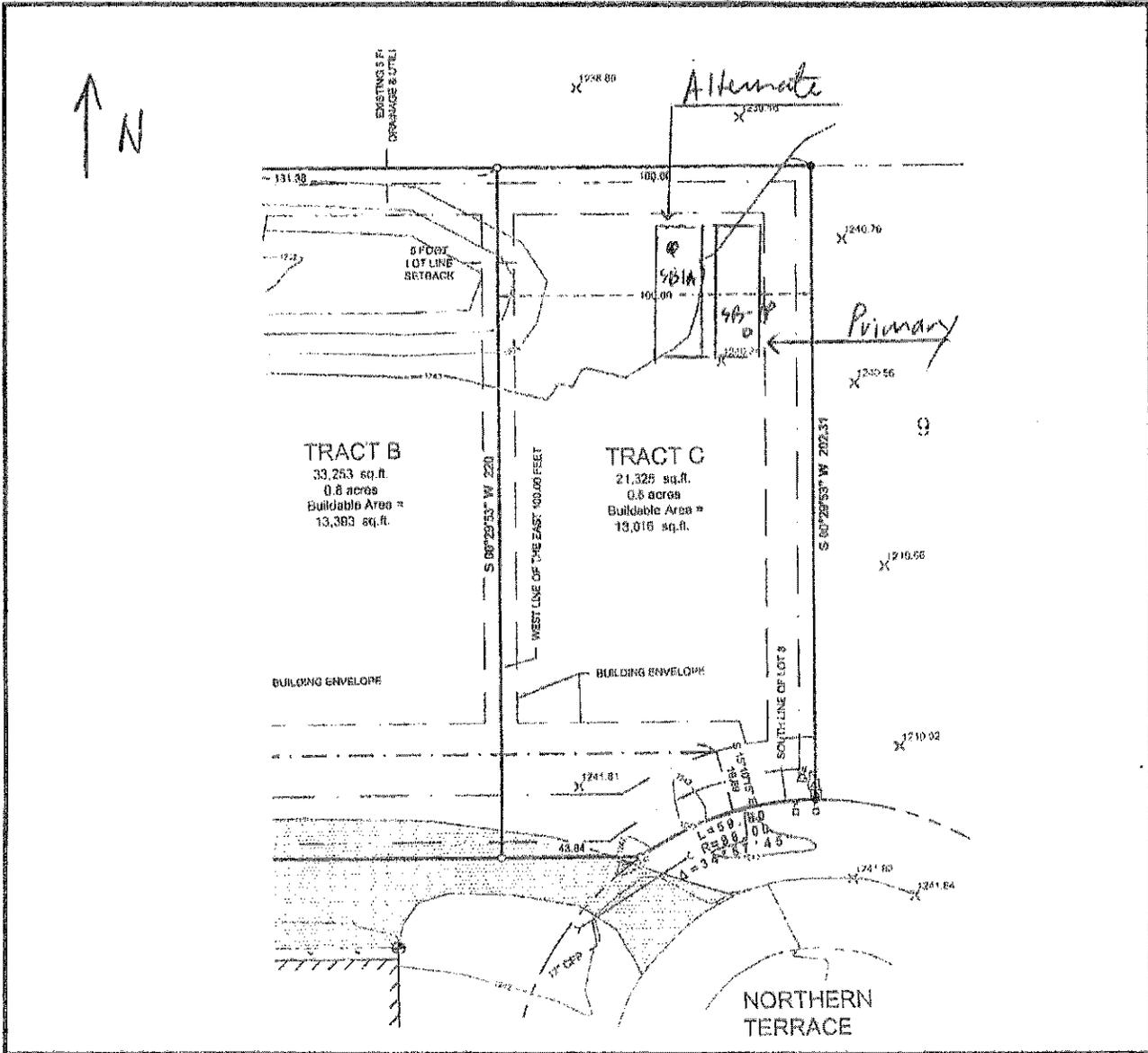
RECEIVED  
 JUL 24 2015

Property Owner: Island Lake Storage Company, LLC

Date: 7/23/2015

BY: \_\_\_\_\_

Please Draw to Scale with North Arrow to top or Left Side of Page



**Show Existing or Proposed:**

- Water Wells within 100 ft. of drainfield
- All Drainfield Areas and Boring Locations
- OHW as Needed
- Property Lines, all Existing and Proposed Structures, all Relative Setbacks
- Legal Description:
- Parcel Number:
- Water lines within 10 ft. of drainfield
- Disturbed/Compacted Areas
- Access Route for Tank Maintenance
- Component Location

Legal Description: Lot 8 Block 2 M and D Addition to Crosslake (C)

Parcel Number: 142-350-020-080-009

Designer Signature: \_\_\_\_\_

Date: 7/23/2015

License Number: 2129



City of Crosslake Planning Commission/Board of Adjustment

Findings of Fact

Supporting/Denying a Metes and Bounds Subdivision

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

1. Does the proposed metes and bounds subdivision conform to the City's Comprehensive Plan?  
Yes          No

2. Is the proposed metes and bounds subdivision consistent with the existing City Ordinance?  
Specify  
the applicable sections of the ordinance.  
Yes          No

3. Are there any other standards, rules or requirements that this metes and bounds subdivision must meet?  
Yes          No          Specify other required standards.

4. Is the proposed metes and bounds subdivision compatible with the present land uses in the area of the proposal?

Yes            No            Zoning District

5. Does the proposed metes and bounds subdivision conform to all applicable performance standards in Article 4 of the Subdivision Ordinance?

Yes            No

6. Other issues pertinent to this matter.



City of Crosslake  
Planning Commission/Board of Adjustment

G.1.a.2.

Summary of Record

**Island Lake Storage Company, LLC - Lot 8, Block 2, M and D Addition to Crosslake,  
Section 28, City of Crosslake, 142350020080009**

Request:

- To subdivide parcel #12016440000009 involving 2.26 acres into 3 tracts

Chronology of events:

- June 2, 2015 - Development Review Team Meeting
- July 24, 2015 -Application submitted
- July 31, 2015 -Notices sent out
- August 11, 2015 -Published in local newspaper
- August 27, 2015 –Planning Commission/Board of Adjust on-site
- August 28, 2015 –Planning Commission/Board of Adjust meeting -Decision made to recommend approval for the subdivision of property
- September 14, 2015 -Crosslake City Council Meeting -Decision to approve/deny the subdivision of parcel 142350020080009 involving 2.26 acres

Packet Information:

- Public Hearing Notice
- Staff Report
- Development Review Team Minutes
- Certificate of Survey
- Subdivision application
- Site Suitability

Correspondence:

- August 11, 2015 – Email from Dave Reese, City Engineer

August 28, 2015

Findings of Fact

Supporting/Denying a Metes and Bounds Subdivision

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

1. Does the proposed metes and bounds subdivision 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.
- The current land use classification is Limited Commercial and the proposed subdivision is not requesting a change in zoning
- Smaller lots are more saleable

2. Is the proposed metes and bounds subdivision consistent with the existing City 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 for lot width and lot area
- Two septic site suitabilities per lot have been met
- An existing depression on the north portion of the subdivision can be utilized for stormwater
- There is adequate ingress/egress onto Northern Terrace

3. Are there any other standards, rules or requirements that this metes and bounds subdivision must meet?

Yes  No

Specify other required standards.

- The proposed lots have adequate area for the submitted septic site suitabilities
- Approval from power line company to build within easement
- A stormwater management plan per proposed parcel at time of building permit submittal
- The architectural standards in the ordinance will need to be followed

4. Is the proposed metes and bounds subdivision compatible with the present land uses in the area of the proposal?

Yes  No  Zoning District **Limited Commercial**

- **It is consistent with the surrounding Limited Commercial zoning and uses in the area**
- **The current land use classification is Limited Commercial and the proposed subdivision is not requesting a change in zoning**

5. Does the proposed metes and bounds subdivision conform to all applicable performance standards in Article 4 of the Subdivision Ordinance?

Yes  No

- **The proposed lots meet or exceed the minimum lot size requirements for Limited Commercial**
- **There is adequate ingress/egress onto Northern Terrace**
- **The proposed lots have adequate area for the submitted septic site suitabilities**
- **An existing depression on the north portion of the subdivision can be utilized for stormwater**

6. Other issues pertinent to this matter.

- **Dave Reese, city engineer comments were read into the record**

**Decision: Motion by Kuker, supported by Knippel to recommend to the Crosslake City Council to approve the subdivision of parcel 142350020080009 to create two parcels involving 2.26 acres located at Lot 8, Block 2, M and D Addition to Crosslake Section 28, Crosslake MN 56442**

**Per the findings of fact as discussed, the on-site conducted on August 27, 2015 and as shown on the certificate of survey received at the Planning & Zoning office dated 7-24-15**

**Findings: As listed above**

**All members voting "Aye", Motion carried.**

Date: 9-25-15

Signature: \_\_\_\_\_  
Chairman

G.  
1.  
a.  
3.

**Island Lake Storage Company, LLC  
142350020080009**

Herzog explained to the public that the commissioners would not be approving or denying the request but submitting a recommendation to the Crosslake City Council. Kolstad read the request into the record. Planning Commission / Board of Adjustment on-site 8-27-15 showed the request is consistent with several parcels in the area. Discussion pursued with Commissioners as to the size of the structure and ordinance requirements. Herzog invited Lee, the owner, to the podium. Lee explained the adjoining southern parcel history, the business, ownership of parcel, and the power company agreement to build under their power lines. It was clarified that all ordinance requirements are being met to subdivide the parcel. Pence stated that the northern part of all proposed parcels have a natural retaining area for stormwater to be directed to. Kuker asked for an explanation on the southern easement of the proposed parcels. Herzog opened the public hearing with no response, so the public hearing was closed. Nevin stated the lots are limited commercial with requirements of 20,000 square feet each. McGrath, Northland Pet Lodge, explained his and neighboring parcel's current stormwater plans. Herzog requested Kolstad to initiate the findings of fact procedure with the board members deliberating and responding to each question. Kolstad read Reese, City Engineer's comments into the record.

**August 28, 2015 Action:**

**Motion by Kuker; supported by Knippel to recommendation the subdivision to the city council for:**

- 1. To subdivide parcel #142350020080009 involving 2.26 acres into 3 tracts**

**Per the findings of fact as discussed, the on-site conducted on 8-27-15 and as shown on the Certificate of Survey received at the Planning & Zoning office dated 7-24-15 located on Northern Terrace, Lot 8, Block 2, M and D Addition to Crosslake, Sec 28, City of Crosslake**

**Conditions:**

- 1. Recommended to city council as submitted and to work with staff on stormwater plans as parcels are being development**

**Findings: See attached**

**All members voting "Aye", Motion carried.**

**Staff Report**  
**Crosslake Parks, Recreation and Library**

G.I.A.4.

**Date: September 9, 2015**

**To: Crosslake City Council**  
**From: Jon Henke, Director**

**Subject: Island Lake Storage Park Dedication Recommendation**

The Park/Library Commission will review the Park Dedication recommendation at their meeting September 23<sup>rd</sup>. Park staff is recommending cash in lieu of land for the Island Lake Storage Subdivision.

Jon Henke, Director  
Crosslake Parks, Recreation and Library

G.z.a.

## CROSSLAKE COMMUNICATIONS HIGHLIGHTS FOR AUGUST 2015

1. **Minutes** of August 28, 2015 Crosslake Communications Advisory Board meeting are included.
2. The **Financial Statements** for July 2015 are included (motion needed).
3. The list of **July 2015 checks/disbursements** are included (motion needed).
4. The **Customer Counts Report** has been included in the packet.
5. After many months of preparation, we have started installations at customer's homes on Phase 1 of **conversions for the new electronics in our fiber area** which is end of life and needs to be replaced by 2017.
6. Our **Annual Customer Appreciation Open House** held on Wednesday August 12<sup>th</sup> was a big success. We provided a picnic lunch to over 300 guests. A big thank you to the Crosslake Community School parents in running the games at our Open House.
7. Due to the high cost, the Advisory Board has decided to opt out of an additional **25 additional Timberwolves games** for the 2015-2016 season.
8. The **Communications Vision Sub-Committee** has requested that Staff work on providing information to the Sub-committee for their next vision meeting.
9. **Internet Help Desk employee Melissa Larson resigned.** We are currently advertising and interviewing to replace her. In the interim, a CTC staff member is filling in until we can hire a replacement.

Staff Report - Crosslake Parks, Recreation & Library

G-3.a.

Date: September 8, 2015

To: Crosslake City Council

From: Jon Henke, Director of Parks, Recreation & Library

**1. Senior Nutrition Program**

Meals are offered at the Community Center Monday - Friday at 11:30 am. Interested participants can call (692-4271) to make a reservation by 4:00 p.m the day before their scheduled meal.

**2. Fitness Room**

The Community Center offers an array of fitness equipment. A certified personal trainer is available to walk you through all of the different equipment free of charge when you sign up for a membership. We also offer fitness incentive programs from a variety of insurance providers and very affordable rates. The Silver Sneakers program is also available to those that are 65 or older and have a qualifying plan. Our new Silver and Fit Program is also available for those that qualify. Take advantage of these great programs and enjoy free use of the fitness room and a range of fitness classes.

**3. Silver Sneakers classes offered**

Come join instructor Donna Keiffer on Monday's and Wednesday's at 9:30 for the Silver Sneaker Yoga Class. We will also hold the Classic Silver Sneakers exercise class at 10:30. On Tuesday and Thursday join us for the Cardio Circuit class at 9:30. This class is one step up from the Classic class. Take the first step towards a healthy lifestyle.

**4. Pickleball**

Learn to play Pickleball Wednesday, September 16<sup>th</sup> from 3-6 p.m. Class is limited to the first eight participants that register.

**5. Yoga**

Yoga is offered at the Community Center on Tuesday mornings at 10:00 a.m.

**6. AAA Driving Class**

A refresher course for AAA will be offered September 24<sup>th</sup> from 9-1.

**7. Volunteers Needed**

The Park Department is seeking volunteers to assist us in maintaining the Patio Garden outside the Library. Currently we only have a few volunteers to help with this project. These volunteers spend countless hours to maintain this area. Many hands would make quick work of this task. Please lend a hand if you can. Our volunteers meet Wednesday mornings at 9 and treats and coffee are provided. Consider being a vital part of our parks volunteer team.

**8. PAL Update – Trail Rides/Donations**

PAL is offering free trail rides on Wednesdays at 10, 11 and 12 at the Center. Come experience the new Nordic Ridge Recreation Area on a six passenger golf cart. Pre registration is required.

**9. Veterans Discount**

The idea of a discount for use of the fitness room by veterans was proposed by a local resident last month. The Park Commission thought this was a good idea. A 10% discount was suggested. This would not apply to day pass use.

**The Park/Library Commission recommends the City Council consider a motion to adjust the fee schedule to allow a 10% discount to be applied for veteran's use of the fitness room. Proof of eligibility would be required and the discount would not apply for day pass use.**

**Council Action/Motion**

### **10. Fitness Room Punch Card**

Many of the Community Center patrons would like us to add a punch card pass so they don't have to pay for a day pass each time they come into the facility. This is most common for visitors that come up for a week at a time and also our weekend residents.

**The Park/Library Commission recommends the City Council consider a motion to add a 10 pass punch card for the fitness room to the Cities fees list. Cost for the punch card will be \$55.00. The cards will expire at the end of each year.**

**Council Action/Motion**

### **11. Volleyball**

A new session for volleyball started on September 9<sup>th</sup>. Play is from 6:15-8:45. This is a ten week session. Registration is \$17 or day passes are available for \$4.00.

### **12. Crosslake Monster Dash/Halloween Party**

The 6<sup>th</sup> annual Crosslake Monster Dash will be held October 24<sup>th</sup>. After the Monster Dash 5K we will host our annual Halloween Party from noon -2. Thank you to the Crosslake Ideal Lions for supplying a donation to the PAL Foundation to support this years party. We would also like to thank Moonlite Bay and Crosslake Drug for being Premiere Sponsors for the Monster Dash again this year.

### **13. Thank You**

The Park Department would like to thank volunteer Gary Nordstrom for leading the effort to put new shingles on the Picnic Shelter roof .



G.4.a.

Public Works Meeting Notes  
September 8, 2015

Members Present: Gary Olson, Darrell Shannon, John Pribyl, Tim Berg, Doug Vierzba

Others Present: Dave Schrupp, Ted Strand

Members not present: Dale Melberg

Visitors: Dave Reese and Pete Sarberg (WSN Bridge Engineer from Alexandria office), Heidi Lindgren (DNR), 5 local residents including Darrell Swanson

1. **Call to order** - Meeting was called to order at 4:10 pm.
2. **Approval of August Meeting Minutes.** Motion to Approve by Shannon, Second by Pribyl, all in favor.
3. **Dream Island Bridge Project**
  - a. **Heidi Lindgren of DNR-discuss causeway that was built in the 1950's/1960's and DNR preference of span bridge vs. box culvert**
  - b. **Pete Sarberg of WSN-discuss specifics of permitting and the hydraulics as they pertain to the bridge selection**

Heidi Lindgren, Dave Reese and Peter Sarberg visited the current Dream Island bridge site prior to the meeting.

Comments:

- The DNR's preference is to avoid any dredging/excavation related activities during construction. The concern with dredging is the potential need for periodic maintenance.
- DNR looking for a design that would be the least impact to the environment and an appropriate size for the crossing.
- In addition to state bridge funds, grants may be available for restoration activities, such as Legacy/Clean Water Funds.
- DNR records indicate historical water depth in the area of the current bridge to be 2 feet. Reservoir level at the time of measurement is not known. (1958 permit information; current bridge was installed in 1968).
- Restoration of the surroundings would be supported by the DNR. Partial removal of the causeway would most likely be allowed but only to the depth of the original lake bottom. Removal amount depends on the bridge design and soil borings would provide information related to the original bottom.
- DNR OHW to bottom of bridge clearance is 3 feet (minimum).
- Heidi has communicated with the DNR Fisheries Manager and he did not have any concerns relating to the replacement at this time.
- Heidi indicated the lake is considered infested so removal and disposal of soil from the current causeway as well as the temporary bypass could be more costly as compared to soils from a non-infested lake.

- Next steps were discussed. leading to recommendation that WSN continue to work on a feasibility study for a span type bridge of appropriate size that would comply to state standards.
  - Length was discussed and Peter indicated the minimum length meeting design standards is going to be in the 40-50 feet range and longest possible would be determined by state mandated design limitations related to the current roadway lengths/approaches on either side of a new bridge.
  - Bridge design review is extensive with the following agencies involved:
  - Fisheries, Wildlife, Environmental, Soil and Water District, City, County. The final permitting decision is made by the DNR hydrologist.
  - Motion was made by Darrell Shannon to authorize up to an additional \$10,000 for WSN to complete a feasibility study for a non-culvert design bridge. Study would include general design aspects, projected cost and possible state grants that may be available. Possible use of existing causeway soils to widen the remaining causeway to meet design standards was discussed to avoid the costly disposal. Second by John Pribyl, all in favor. WSN to be ready to discuss findings at the October PW meeting.
  - The residents that attended the meeting indicated this plan was acceptable.
4. **Road assessment Policy** – Dave Reese to send the proposed policy via email which will allow members to review and discuss at the next meeting.
5. **Sewer Update**
- a. **Council approved Commission’s recommendation of \$8/month increase.** Notices sent out and calls have been received from residents regarding the increase. Ted indicated the increase will allow the plant to operate at closer to break even cost (day to day operation only).
  - b. **Sewer Plant upgrades- MPCA permit expires April 2016 (timeline, engineering needs)** - Ted indicated the MPCA is reviewing water quality measurements and Crosslake will most likely not be impacted by any of the possible changes, i.e. no new measurement points. Ted’s goal is to present all the plant upgrades to the MPCA prior to the new permit issuance, obtain approval and then move forward in the next few years to implement the upgrades. This process is an effort to avoid the increased cost aspects of reopening the permit multiple times.
6. **Proposal for Engineering services for Melinda Shores Bridge Channel Reinforcement**
- a. **Make recommendation to Council.** Motions by Darrell Shannon, second by Tim Berg to authorize up to \$3,000 for WSN to complete a site visit, prepare a letter outlining their findings and recommendations for corrective measures per the August 5<sup>th</sup> proposal letter from WSN. All in favor.
7. **Grass Mowing Policy/Guidelines** - Ted to complete by end of 2015 for review by the commission.
8. **Letter dated August 26, 2015 from Highway Engineer Re: 2016 Seal Coat.** Letter reviewed.
9. **Letter dated August 26, 2015 from Highway Engineer Re: Future County Road 16 Project.** Letter reviewed.
10. **Other Business.** Commission members asked that meeting packet information be sent via email to all members prior the meeting to allow for review. Action Char Nelson.
11. **Adjourn** Motion by Tim Berg, second by Doug Vierzba, all in favor. Meeting adjourned at 5:30

G.4.a.1.



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 10, 2015

City of Crosslake  
Honorable Mayor and City Council  
37028 County Road 66  
Crosslake, MN 56442-2528

Re: Dream Island Bridge Replacement (Bridge #L6376) – Supplemental Proposal  
City of Crosslake/Crow Wing County

Dear Mayor and Council Members:

As requested, we are providing a supplemental proposal for additional engineering services for study of the replacement of the Dream Island Bridge. This proposal is for completing additional feasibility study of an alternate concrete span bridge using information already collected to date, and will include the following scope of services:

1. Complete preliminary alignment (plan/profile) analysis to determine the feasibility of a span-type bridge at this location, and the approximate maximum length of span that would be feasible.
2. Prepare a cost estimate of the span-bridge alternative for comparison with the box-culvert alternative.
3. Investigate Clean Water Legacy funding availability for removal of a portion of the causeway, and restoration of the lake bottom to the 1960's period elevation.

The City Council previously approved an engineering budget of \$34,824.00 for WSN to complete preliminary engineering, feasibility study, and design plans with submittal to State-Aid for a box-culvert type bridge. Funds that have been expended from this budget to date amount to \$22,202.01, which includes one added public informational meeting, development of an emailing campaign, and project updates and notifications as requested by residents. The necessary preliminary design work has been completed, and can be used for either bridge alternative being considered. Preparation of design plans for a box culvert have not proceeded due to the interest in evaluating the span bridge alternative.

Our estimated fee to complete the added scope of services listed above is \$7,500. If the span bridge alternative is selected by the City, we will provide a revised design/construction proposal for that type of bridge.



AGREEMENT

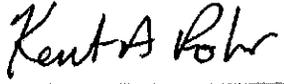
This proposal will constitute a supplement to the existing Contract between Widseth Smith Nolting & Assoc., Inc. and the City of Crosslake, and will be subject to the General Provisions of Professional Services Agreement of the original proposal.

Proposed by Widseth Smith Nolting & Assoc.

Proposal Accepted by City of Crosslake

BY:   
David Reese, P.E.  
Vice President

BY: \_\_\_\_\_  
Steve Roe  
Mayor

BY:   
Kent Rohr, P.E.  
Vice President

BY: \_\_\_\_\_  
Dan Vogt  
City Administrator

DATE: September 10, 2015

DATE: \_\_\_\_\_

G.4.a.2.



August 5, 2015

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

Via Email and U.S. Mail

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

218.829.5117  
218.829.2517  
Brainerd@wsn.us.com

WidsethSmithNolting.com

**RE: Proposal for Engineering Services  
Melinda Shores Bridge Channel Reinforcement Review**

Dear Mayor and Council Members:

At the August 3, 2015 Crosslake Public Works Commission meeting discussions were held on the continuing deteriorated conditions at the Melinda Shores Bridge. Kent Rohr, our bridge engineer, was scheduled to be at the meeting for the Dream Island Bridge project so he arrived early and made a site visit the Melinda Shores Bridge to observe the current conditions. Discussion at the meeting determined that the City of Crosslake will likely need to complete corrective action in 2016 or 2017 to stabilize the channel and prevent movement of the concrete abutments. Bridge deck/structure and concrete abutments are still in very good condition. Widseth Smith Nolting is providing this proposal, as requested by the Commission, to review options to stabilize the channel area against the existing abutments and develop cost estimated for the options. This will allow the City of Crosslake to review and budget appropriately for corrective measures to be completed in 2016.

**Proposed Scope of Review**

- Complete a site visit to observe existing channel/slope conditions and take general site dimensions and data to allow cost estimate quantities to be determined. No survey will be completed as part of the site visit.
- Prepare letter report reviewing general channel conditions, corrective measure options and cost estimates for such options.
- Attend the September 2015 Public Works Commission meeting to review the report and address any questions. Update cost estimates if needed based on meeting discussions.

If you are in agreement with the scope of this proposal, please return one signed copy to WSN as our authorization to proceed.

Sincerely,

WIDSETH SMITH NOLTING

Mark V. Hallan, P.E.



Fees shall be billed monthly in accordance with our fee schedule that is in effect when the work is performed with payment due within 30 days of billing. A finance charge is computed at a periodic rate of 1% per month (annual percentage rate of 12%) on any past due balance.

Letter Report Services

Not-to-Exceed

\$3,000.00

Proposed by Widseth Smith Nolting

Accepted by the City of Crosslake

A handwritten signature in cursive script that reads "Kent Rohr".

\_\_\_\_\_  
Kent Rohr, Vice President

\_\_\_\_\_  
Steve Roe, Mayor

\_\_\_\_\_  
Char Nelson, City Clerk

DATE \_\_\_\_\_