

**AGENDA
REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, JUNE 10, 2019
7:00 P.M. – CITY HALL**

A. CALL TO ORDER

1. Pledge of Allegiance
2. Approval of Additions (**Council Action-Motion**)

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

1. Regular Council Meeting Minutes of May 13, 2019
2. City – Month End Revenue Report dated May 2019
3. City – Month End Expenditures Report dated May 2019
4. May 2019 Budget to Actual Analysis
5. Police Report for Crosslake – May 2019
6. Police Report for Mission Township – May 2019
7. Fire Department Report – May 2019
8. Planning and Zoning Monthly Statistics
9. Planning and Zoning Commission Meeting Minutes of April 26, 2019
10. Parks and Rec/Library Commission Meeting Minutes of 5/22/19
11. Revised Public Works Meeting Minutes of March 4, 2019
12. Public Works Meeting Minutes of May 6, 2019
13. Letter dated May 29, 2019 from County Engineer Re: Future County Highway Projects
14. Crosslake EDA Meeting Minutes of May 1, 2019
15. Waste Partners Recycling Report for April 2019
16. Bills for Approval
17. Crosslake Roll-Off Recycling Report for May 2019
18. North Ambulance Run Report – May 2019
19. Application for Display of Fireworks from RES Specialty Pyrotechnics

C. CRITICAL ISSUES

1. Andy Waletzko of Hy-Tec Construction– Update on City Hall/Police Department Project
2. Water Quality Committee – Update on Sewer Extension Recommendation

D. 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.

E. MAYOR’S AND COUNCIL MEMBERS’ REPORT

1. Letters dated May 28, 2019 from W Gohman Construction and Bradbury Stamm Construction Re: City Hall Facility Project (Council Discussion)
2. Letter from Robert Johnson Re: Police and Fire Services (Council Information)

3. Memo dated June 4, 2019 from Mayor Nevin Re: VRBO Committee (Council Action-Motion)
4. Request from Crosslakers for City to Take Over Dog Park (Council Action-Motion)
 - a. Council Meeting Minutes of May 21, 2018 Re: Dog Park
5. Request from Crosslakers for City to Take Over Maintenance of Flowers on Bridges (Council Action-Motion)
 - a. Council Meeting Minutes of May 14, 2018 Re: Beautification Flower Planter Project
 - b. 2018 Project Costs
 - c. North Wedge Nursery Invoice dated 5/13/19
6. Resolution Accepting Donations (Council Action-Motion)

F. CITY ADMINISTRATOR'S REPORT

1. Email dated May 30, 2019 from Jennifer Bergman of Brainerd HRA Re: City Representative for Housing Task Force (Council Action-Motion)
2. Set Date for Council Workshop to Review Capital Improvement Plan (*Suggested Dates Include June 17 or June 19 which will Allow Public Hearing to be Held July 8*) (Council Action-Motion)

G. COMMISSION REPORTS

1. PLANNING AND ZONING
 - a. Letter dated May 22, 2019 from Island View Association Re: Request for Variance Refund and Memo dated June 10, 2019 from Zoning Administrator Re: Staff Recommendation for Refund Request (Council Action-Motion)
 - b. Memo dated June 10, 2019 from Zoning Administrator Re: Staff Recommendation for Public Hearing Refund Requests (Council Action-Motion)
 - c. Preliminary and Final Plat Approval of Pine Ridge Plaza Subdivision of 14280526, Bennett and Jill Gibbs, Involving 71,264 Square Feet into Eight Tracts and to Accept Cash in Lieu of Land for Park Dedication (Council Action-Motion)
 - d. Metes and Bounds Subdivision of Parcel 14320699, John Keil, Involving 1.5 Acres into Two Tracts and to Accept Cash in Lieu of Land for Park Dedication (Council Action-Motion)
 - e. Staffing Update from Zoning Administrator Jacob Frie
2. PUBLIC WORKS/CEMETERY/SEWER
 - a. Memo dated June 4, 2019 from Public Works Commission Re: Crack Sealing Bids (Council Action-Motion)
 - b. Letter dated June 5, 2019 from WSN Re: Feasibility Study for Daggett Bay Road and Sanitary Sewer Extension Improvements and Recommendation from Public Works Commission (Council Action-Motion)
 - c. Update on Perkins Road Project
 - d. Update on Storm Water Retention System at Manhattan Point Blvd and CSAH 66
 1. Memorandum of Understanding Between the City of Crosslake and the Crow Wing Soil and Water Conservation District
 - e. Update on Parking/Pedestrian Study
 1. Meeting Notes of 6/3/19 Re: Parking/Pedestrian Study

H. 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.

I. CITY ATTORNEY REPORT

J. OLD BUSINESS

K. NEW BUSINESS

L. ADJOURN

B. 1.

**REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, MAY 13, 2019
7:00 P.M. – CITY HALL**

The Crosslake City Council met in the Council Chambers of City Hall on Monday, May 13, 2019. The following Council Members were present: Mayor David Nevin, Gary Heacox, Dave Schrupp, John Andrews and Aaron Herzog. Also present were City Administrator Mike Lyonais, City Clerk Char Nelson, Public Works Director Ted Strand, Park Director TJ Graumann, Police Chief Erik Lee, Fire Chief Chip Lohmiller, Land Service Specialist Jon Kolstad, City Engineer Dave Reese, City Attorney Brad Person, Bolton & Menk Engineer John Graupman, Echo Journal Reporter Jodie Tweed, and Northland Press Reporter Bill Monroe. There were approximately thirty people in the audience.

A. CALL TO ORDER – Mayor Nevin called the meeting to order at 7:00 P.M. The Pledge of Allegiance was recited. MOTION 05R-01-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO APPROVE THE ADDITIONS AND CHANGES TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

B. CONSENT CALENDAR – MOTION 05R-02-19 WAS MADE BY GARY HEACOX AND SECONDED BY AARON HERZOG TO APPROVE THE FOLLOWING ITEMS ON THE CONSENT CALENDAR:

1. Regular Council Meeting Minutes of April 8, 2019
2. Special Council Meeting Minutes of April 29, 2019
3. City – Month End Revenue Report dated April 2019
4. City – Month End Expenditures Report dated April 2019
5. April 2019 Budget to Actual Analysis
6. Police Report for Crosslake – April 2019
7. Police Report for Mission Township – April 2019
8. Fire Department Report – April 2019
9. North Ambulance Run Report – April 2019
10. Planning and Zoning Monthly Statistics
11. Planning and Zoning Commission Meeting Minutes of March 12, 2019
12. Planning and Zoning Commission Meeting Minutes of March 22, 2019
13. Parks and Rec/Library Commission Meeting Minutes of 4/24/19
14. Public Works Meeting Minutes of March 4 and April 4, 2019
15. Crosslake EDA Meeting Minutes of April 3, 2019
16. Crosslake Roll-Off Recycling Report for April 2019
17. Waste Partners Recycling Report for March 2019
18. Facility Needs Meeting Minutes of 4/10/19
19. Crosslake Sewer District/Sanitary Sewer Meeting Minutes of 4/5/19 and 4/19/19
20. Resolution No. 19-05 to Adopt for Renewal Existing Liquor License Establishments for 2019-2020
21. Thank You Letter from Emily Emergency Food Shelf
22. Bills for Approval in the Amount of \$121,202.98
23. Additional Bills for Approval in the Amount of \$16,318.56

MOTION CARRIED WITH ALL AYES.

C. PUBLIC FORUM – None.

D. CRITICAL ISSUES

1. Crosslake Facility Committee Chair Kevin Sedivy gave a brief history of the committee's activities and stated that the committee is now disbanded. The committee's recommendation to the Council regarding a new facility is to approve of the purchase of land at the intersection of County Road 66 and Daggett Bay Road and to hire Hytec and Widseth Smith Nolting as Contractor and Engineer for the design of the new building and remodel of fire department. Mr. Sedivy thanked everyone that participated in the process and meetings. MOTION 05R-03-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO PURCHASE PARCEL ID NO. 120162200BA0009 AT THE INTERSECTION OF COUNTY ROAD 66 AND DAGGETT BAY ROAD IN THE AMOUNT OF \$171,732 FOR THE PURPOSE OF BUILDING A NEW CITY HALL. MOTION CARRIED WITH ALL AYES.

Andy Pickar of Hytec presented a proposal for architectural and engineering services for the future construction of the City Administrative/Police Station and remodeling of the Firehall. The proposal includes architectural and construction administration services. Hytec and WSN are working together on the design. There was a brief discussion regarding Sourcewell and that local contractors could be used through the program with Gordian Group. Mike Lyonais noted that this proposal is for the design phase only, not construction. Dave Nevin noted that the advantage of using Gordian Group instead of the open bidding process is that the contractors are local, rather than having to accept the lowest bidder from someone who could be from out of the area. Dave Schrupp asked for a breakdown of the fees and an explanation of the hourly rates. Mr. Schrupp suggested proceeding with the City Administration and Police Station designs and waiting on the Fire Department. Andy Pickar and Dave Reese responded that this phase includes making final decisions on the design and details of the buildings and that splitting the proposal is possible but not practical. The fees are based on experience and scope of the project. Doug Oster of 13600 County Road 16 stated that Hytec is a reputable company. MOTION 05R-04-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO APPROVE HYTEC PROPOSAL IN THE AMOUNT OF \$200,000 TO PROVIDE ARCHITECTURAL AND ENGINEERING SERVICES FOR THE CITY ADMINISTRATION AND POLICE STATION PROJECT. THE FIRE DEPARTMENT PROPOSAL OF \$100,000 WILL BE ON A TEMPORARY HOLD. MOTION CARRIED WITH ALL AYES.

2. Patty Norgaard announced that the Minnesota Audubon will hold a Crosslake Bird City celebration on Saturday, May 18, 2019 from 8am to 12pm at the US Army Corps of Engineers Campground. Crosslake is the fourth city in Minnesota to become a Bird City.
3. Dean Fitch gave an update from EDA regarding the Small Business Initiative.

4. MOTION 05R-05-19 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO ACCEPT THE DONATION OF \$1,250 FROM PAL TO BE USED TOWARDS THE PURCHASE OF A TRAILER. MOTION CARRIED WITH ALL AYES.
5. Pat Netko of the Connectivity Committee presented a drawing of a welcome sign to be placed at County Road 3 south of Crosslake, County Road 3 east of Crosslake and County Road 16 near West Shore Drive. Signs cannot be placed in the County right-of-way so permission will be acquired from land owners. The City included \$10,000 in the 2019 Budget for signage. The color and style of this sign can be used on other signs, flags, and banners for branding purposes and to create a unified look around Crosslake. Char Nelson stated that the sign looks similar to the Chamber's logo and asked why the design was changed from Beauty Spot of MN. Mike Lyonais stated that the City already has a logo. Pat Netko replied that there have been many versions of the design throughout the process. MOTION 05R-06-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO APPROVE THE PAYMENT OF \$5,895 FOR THREE "CROSSLAKE WELCOMES YOU" SIGNS. MOTION CARRIED WITH ALL AYES.

E. MAYOR'S AND COUNCIL MEMBERS' REPORT

1. MOTION 05R-07-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO APPROVE RESOLUTION NO. 19-06 ACCEPTING DONATION FROM DAVID POTZ IN THE AMOUNT OF \$140 FOR BASEBALL UNIFORMS. MOTION CARRIED WITH ALL AYES.
2. The Council discussed using their private emails for City business. Attorney Person stated that issuing council members City emails is a good way to manage data and that the City should develop a policy regarding past emails. MOTION 05R-08-19 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO DIRECT STAFF TO WORK WITH CROSSLAKE COMMUNICATIONS TO SET UP CITY EMAIL ACCOUNTS FOR ALL COUNCIL MEMBERS. MOTION CARRIED WITH ALL AYES.
3. The Council discussed the possibility of regulating Vacation Rentals By Owner (VRBO). In an email dated April 15, 2019, City Attorney Person cautioned the Council that the purpose of regulating VRBO properties cannot be to increase revenue. Attorney Person added that any license fee has to be related to the City's cost to review and regulate and should be revenue neutral. Police Chief Erik Lee stated that the Police Department could regulate the property only if becomes a nuisance. Attorney Person suggested that the Council determine what the problem with VRBO properties is before they make changes to the Ordinance.

Tim Berg of Bay View Lodge resort stated that Lakeshore, Pequot Lakes and Aitkin County have ordinances regulating VRBO's and that the City needs to consider the safety and welfare of its visitors. Resorts are regulated by the MN Department of Health, but VRBO's have no such oversight.

Dave Schrupp asked if the properties could be regulated like a home business. Jon Kolstad stated that the regulation and enforcement of VRBO's would require a full-time employee. It would be possible that this employee also covers the potential duties of septic inspector since one issue with VRBO's is ensuring the correct size of septic tank is installed. Attorney Person agreed and stated that the Council needs to look at the big picture because an ordinance amendment would apply to everyone, not just VRBO's.

Business owner Catharine Funk asked that the Council not limit the times a home could be rented because people won't come and businesses will be hurt.

Gary Heacox stated that the City tried in the past to regulate VRBO's and were unable to enforce it. Mr. Heacox asked if the City really wants to hire an employee to manage this. If the City becomes too stringent, property owners will sell the VRBO's and people will stop coming here to vacation.

Aaron Herzog suggested that Mike Lyonais work with Erik Lee and Jon Kolstad to review complaints that have come in and determine what the issues are.

Mark Wessels of 13336 East Shore Drive stated that it will be difficult to prove that a person staying at a home is a renter. It could be a family member or business associate. Mr. Wessels noted that the decrease of resorts in the area are pushing this type of vacationing. Mr. Wessels suggested that the City wait a year or so to see how effective the ordinances in Lakeshore and Pequot Lakes are before making changes here.

Tim Berg stated that there are only two resorts left in Crosslake because the VRBO's are putting them out of business.

Mayor Nevin suggested that a committee be formed to research the topic and recommend solutions to the Council. The City Clerk will have committee applications available at City Hall for anyone interested in working on the committee. Committee members will be appointed at the June meeting.

F. CITY ADMINISTRATOR'S REPORT

1. The Council reviewed an agreement with the University of Minnesota for a sales tax study. The Council previously approved spending \$750 for this study but the cost has increased to \$1,000. Mike Lyonais reported that the study could be completed by the end of September. The study will include information regarding how much sales tax could be generated and where those tax dollars are coming from. MOTION 05R-09-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE A PAYMENT OF \$1,000 TO THE UNIVERSITY OF MINNESOTA TO CONDUCT A LOCAL OPTION SALES TAX ANALYSIS. MOTION CARRIED WITH ALL AYES.

MOTION 05R-10-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO DIRECT STAFF TO EXECUTE SERVICE AGREEMENT

WITH THE UNIVERSITY OF MINNESOTA EXTENSION CENTER FOR LOCAL
OPTION SALES TAX ANALYSIS. MOTION CARRIED WITH ALL AYES.

2. The Council reviewed a letter dated April 19, 2019 from David Drown Associates (DDA) outlining the building project summaries, statutory authority for borrowing, and timeline to issue bonds. Three options were presented to pay for new buildings and remodeling.
1.) The City could hold a voter referendum and allow the residents to decide whether to proceed and use levy dollars to pay for projects. 2.) The City could pledge property tax levies as the sole source of repayment for bonds and taxes could raise 4.5% to 10.38%. 3.) The City could issue General Obligation Capital Improvement Bonds using a 5-Year Capital Improvement Plan (CIP). The City would be required to publish the CIP and hold a public hearing and wait 30 days to see if voters sign a petition opposing the plan. If there is no opposition, the project can proceed. If there is opposition, a voter referendum must be held. DDA recommends using the G.O. Capital Improvement Bonds if the City wants to start the project this year. An aggressive timeline was included in the letter which could approve the bonding by August 12. Dave Nevin stated that he wants to move the project along as quickly as possible. MOTION 05R-11-19 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO DIRECT STAFF TO DRAFT A 15-YEAR CAPITAL IMPROVEMENT PLAN, PUBLISH THE PLAN AND HOLD A PUBLIC HEARING ON JUNE 10, 2019 FOR VOTER APPROVAL. MOTION CARRIED WITH ALL AYES.
3. MOTION 05R-12-19 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE THE INCREASE OF \$125 PER MONTH FOR CLEAN TEAM FOR MAINTENANCE OF THE PUBLIC WORKS BUILDING. MOTION CARRIED WITH ALL AYES.
4. MOTION 05R-13-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO ACCEPT \$600 FROM CROW WING COUNTY HIGHWAY DEPARTMENT FOR THE ACQUISITION OF RIGHT OF WAY NEAR THE PINWOOD CEMETERY FOR THE COUNTY ROAD 36 ROAD CONSTRUCTION PROJECT. MOTION CARRIED WITH ALL AYES.
5. MOTION 05R-14-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY GARY HEACOX TO APPROVE A MEAL REIMBURSEMENT POLICY EFFECTIVE IMMEDIATELY TO INCLUDE A SET REIMBURSEMENT RATE OF \$15 FOR BREAKFAST, \$15 FOR LUNCH, AND \$20 FOR DINNER. IF A MEAL IS INCLUDED IN THE COST OF A CONFERENCE, NO EXTRA REIMBURSEMENT WILL BE PAID. EMPLOYEE IS RESPONSIBLE TO PROVIDE REGISTRATION AND AGENDA BEFORE PAYMENT IS MADE. EMPLOYEE CAN RECEIVE PAYMENT BEFORE OR AFTER TRAVEL. MOTION CARRIED WITH ALL AYES.
6. MOTION 05R-15-19 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE SCHRUPP TO APPROVE THE GROUP TRANSIENT MERCHANT PERMIT FOR PEGGY JOHNSON FOR 13 DAYS IN 2019 FOR ARTS AND CRAFTS VENDORS AT 35170 COUNTY ROAD 3. MOTION CARRIED WITH ALL AYES.

G. COMMISSION REPORTS

1. PUBLIC SAFETY

- a. MOTION 05R-16-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO DECLARE THE 1994 CHEVY TOP KICK RESCUE 1 FIRE TRUCK AS SURPLUS EQUIPMENT. MOTION CARRIED WITH ALL AYES.

Chief Lohmiller asked why the Council postponed the approval of designing the fire hall. The Council assured Mr. Lohmiller that the project would proceed as soon as the new City Hall was underway.

2. PLANNING AND ZONING

- a. MOTION 05R-17-19 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE SCHRUPP TO APPROVE ORDINANCE NO. 357 NAMING AN UNNAMED PRIVATE ROAD AS RBK LANE AND ADDING THE ROAD NAME IN THE MASTER ROAD NAME INDEX AND TO PUBLISH SUMMARY OF ORDINANCE NO. 357 IN OFFICIAL NEWSPAPERS. MOTION CARRIED WITH ALL AYES.
- b. MOTION 05R-18-19 WAS MADE BY GARY HEACOX AND SECONDED BY AARON HERZOG TO APPROVE THE FINAL PLAT OF 120323300000009, CYNTHIA HOLDEN, ON FAWN LAKE ROAD INVOLVING 39.1 ACRES INTO TEN TRACTS. MOTION CARRIED WITH ALL AYES.

3. PARK AND RECREATION/LIBRARY

- a. MOTION 05R-19-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE THE PURCHASE OF A NEW PHONE SYSTEM AT THE COMMUNITY CENTER AT AN ESTIMATED COST OF \$3,350 BY REALLOCATING BUDGETED DOLLARS. MOTION CARRIED WITH ALL AYES.

TJ Grauman presented the following options for the installation of natural gas lines to the garden shed and maintenance building: 1.) Hire Xcel Energy to install services and meters at both buildings at an estimated cost of \$9,000. 2.) Hire Xcel Energy to install gas main to garden shed at an estimated cost of \$1,600 and then hire contractor to finish pulling the line to the maintenance building for an additional \$1,600. The City would be liable for the stretch of pipe running from the garden to the shop. MOTION 05R-20-19 WAS MADE BY GARY HEACOX AND SECONDED BY JOHN ANDREWS TO HIRE XCEL ENERGY TO INSTALL SERVICES AND METERS AT BOTH BUILDINGS AT AN ESTIMATED COST OF \$9,000 WHICH RELIEVES CITY OF LIABILITY OF NATURAL GAS LINES. MOTION CARRIED 4-1 WITH NEVIN OPPOSED.

MOTION 05R-21-19 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE SCHRUPP TO DECLARE SET OF OLD WEIGHT PLATES AS SURPLUS EQUIPMENT. MOTION CARRIED WITH ALL AYES.

TJ Graumann gave updates on the Library Book Sale, Day of Caring, picnic pavilion bathrooms, and dog park. Mr. Graumann thanked the volunteers that held the book sale and the high school students that worked at the Day of Caring. In response to the neighbors on Egret Road, trees will be planted between their homes and the dog park. Remote locks and lighting will be installed at the pavilion bathrooms, rather than renting portable restrooms for the season.

4. PUBLIC WORKS/CEMETERY/SEWER

- a. Dave Reese presented a proposal for engineering services for a parking/pedestrian route study in the downtown commercial district area. The proposal is in response to discussion at recent meetings with City and County staff concerning pedestrian ways and street/highway crossings within and around the downtown area. It is recommended that the City take inventory of completed parking areas, walkways, gaps, and connections to plan for future parking needs and pedestrian routes. The City, Crow Wing County and the National Loon Center Foundation have agreed to participate in the cost of the study. Crow Wing County Highway Engineer Tim Bray stated that the Army Corps of Engineers should participate in the cost because the campground and loon center are main contributors to parking and pedestrian issues. Leah Heggerston of the National Loon Center stated that the Corps has been asked to participate and responded that they have no funds for the study. Aaron Herzog suggested that the City and County send a letter to the Corps requesting funding. Tim Bray stated he was concerned that the project area could grow outside the county highway scope and that the County would not pay more than \$6,000. Dave Reese suggested that the existing area be established in the study so that the scope does not change. MOTION 05R-22-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO APPROVE THE PROPOSAL FOR ENGINEERING SERVICES FROM WSN IN THE AMOUNT OF \$18,000 TO BE SHARED EQUALLY BY THE CITY, CROW WING COUNTY AND NATIONAL LOON CENTER FOR A PARKING / PEDESTRIAN STUDY IN CROSSLAKE DOWNTOWN COMMERCIAL DISTRICT AREA. MOTION CARRIED WITH ALL AYES.
- b. The Council reviewed a letter dated May 13, 2019 from Bolton & Menk regarding change orders and retainage reduction for the Wastewater Treatment Facility Improvements. The project included a new generator and transfer switch. John Graupman explained that most of the original electrical components remained in service with some new drives and motors added as part of the project. The power transfer has been causing breakers to pop on transfer of power back to system power. This has been identified as a transient voltage spike coming from some of the original electrical components, with the primary source the step-down transformers. Change Order No. 2 has two options to correct the issue. 1.) The City could replace the transfer switch with a time delay switch. This would be considered a final fix at a cost of \$59,111.54. or 2.) The City could choose to replace the transformers. Replacement of these would address the bulk of the issue but may not be a permanent fix. The estimated cost is \$29,900. MOTION 05R-23-19 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE SCHRUPP TO APPROVE THE FINAL

FIX OF REPLACING THE TRANSFER SWITCH WITH A TIME DELAY SWITCH AT A COST OF \$59,111.54. MOTION CARRIED WITH ALL AYES.

Change Order No. 1 was for replacement of the oxidation ditch aerator variable speed drives (VFDs). The VFDs have capacitors that failed and require a manual reset and re-programming anytime the generator is required from a power outage. The units are supposed to retain the settings in memory and restart automatically, however, this function failed during the recent construction project. The parts are proposed to be replaced under the contract with Eagle Construction for \$13,451.29. The project currently has an unused balance of \$16,645.40 which would be applied to this cost, resulting in a decrease of \$3,194.11. MOTION 05R-24-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO APPROVE CHANGE ORDER NO. 1 – OXIDATION DITCH VFDS AS PRESENTED. MOTION CARRIED WITH ALL AYES.

MOTION 05R-25-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY GARY HEACOX TO APPROVE PAY REQUEST NO. 14 AND REDUCTION OF RETAINAGE IN THE AMOUNT OF \$106,511.55 TO EAGLE CONSTRUCTION. MOTION CARRIED WITH ALL AYES.

Ted Strand noted that the yard waste disposal site is now open on Fridays and Saturdays from 10am to 6pm.

H. PUBLIC FORUM – None.

I. CITY ATTORNEY REPORT

1. MOTION 05R-26-19 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO APPROVE THE LIMITED USE AGREEMENT WITH WILLIAM P. MONROE AT 37313 COUNTY ROAD 66 TO CONTINUE TO KEEP HIS PRIVATE PATH TO CROSS LAKE AND DOCK IN ITS CURRENT LOCATION. MOTION CARRIED WITH ALL AYES.

J. OLD BUSINESS – None.

K. NEW BUSINESS – None.

L. ADJOURN – MOTION 05R-27-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO ADJOURN THE MEETING AT 9:52 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully Submitted,

Charlene Nelson
Administrative Assistant/City Clerk

CITY OF CROSSLAKE

06/04/19 10:09 AM

Page 1

Month-End Revenue

Current Period: MAY 2019

SRC	SRC Descr	2019 Budget	MAY 2019 Amt	2019 YTD Amt	2019 YTD Balance	2019 % of Budget
FUND 101 GENERAL FUND						
31000	General Property Taxes	\$3,218,300.00	\$0.00	\$0.00	\$3,218,300.00	0.00%
31055	Tax Incr 1-8 Crosswoods Dev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31101	County Payment Joint Facility	\$111,116.00	\$0.00	\$106,545.50	\$4,570.50	95.89%
31300	Emergency Services Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31305	2003 Joint Facility Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31310	2012 Series A Levy	\$123,884.00	\$0.00	\$0.00	\$123,884.00	0.00%
31800	Other Taxes	\$1,500.00	\$0.00	\$187.31	\$1,312.69	12.49%
31900	Penalties and Interest DelTax	\$2,500.00	\$0.00	\$355.07	\$2,144.93	14.20%
32110	Alcoholic Beverages	\$16,000.00	\$0.00	\$0.00	\$16,000.00	0.00%
32111	Club Liquor License	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
32112	Beer and Wine License	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
32180	Other Licenses/Permits	\$200.00	\$50.00	\$50.00	\$150.00	25.00%
33400	State Grants and Aids	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
33401	Local Government Aid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33402	Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33403	Mobile Home Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33406	Taconite Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33416	Police Training Reimbursement	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
33417	Police State Aid	\$33,000.00	\$0.00	\$0.00	\$33,000.00	0.00%
33418	Fire State Aid	\$38,000.00	\$0.00	\$1,000.00	\$37,000.00	2.63%
33419	Fire Training Reimbursement	\$5,000.00	\$1,030.00	\$4,299.00	\$701.00	85.98%
33420	Insurance Premium Reimburse	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33422	PERA State Aid	\$1,181.00	\$0.00	\$0.00	\$1,181.00	0.00%
33423	Insurance Claim Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33650	Recycling Grant	\$29,200.00	\$0.00	\$29,200.00	\$0.00	100.00%
34000	Charges for Services	\$500.00	\$100.00	\$210.00	\$290.00	42.00%
34010	Sale of Maps and Publications	\$100.00	\$0.00	\$30.00	\$70.00	30.00%
34050	Candidate Filing Fees	\$20.00	\$0.00	\$0.00	\$20.00	0.00%
34103	Zoning Permits	\$30,000.00	\$8,200.00	\$16,150.00	\$13,850.00	53.83%
34104	Plat Check Fee/Subdivision Fee	\$1,500.00	\$1,675.00	\$5,450.00	-\$3,950.00	363.33%
34105	Variances and CUPS/IUPS	\$9,000.00	\$2,000.00	\$5,000.00	\$4,000.00	55.56%
34106	Sign Permits	\$500.00	\$100.00	\$150.00	\$350.00	30.00%
34107	Assessment Search Fees	\$800.00	\$120.00	\$295.00	\$505.00	36.88%
34108	Zoning Misc/Penalties	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34109	Zoning Reimb Eng/Legal/Survey	\$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%
34111	Driveway Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34112	Septic Permits	\$5,000.00	\$2,000.00	\$3,250.00	\$1,750.00	65.00%
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	\$1,550.00	\$2,738.50	-\$2,538.50	1369.25%
34202	Fire Protection and Calls	\$30,000.00	\$700.00	\$31,577.07	-\$1,577.07	105.26%
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	\$54,733.00	\$0.00	\$13,500.00	\$41,233.00	24.67%
34211	Police Donations	\$0.00	\$50.00	\$50.00	-\$50.00	0.00%
34213	Police Receipts	\$5,000.00	\$607.80	\$617.80	\$4,382.20	12.36%
34214	Tac Team Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34215	Pass Thru Donations	\$0.00	\$0.00	\$6,500.00	-\$6,500.00	0.00%
34300	E911 Signs	\$1,000.00	\$700.00	\$1,100.00	-\$100.00	110.00%
34700	Park & Rec Donation	\$300.00	\$140.00	\$160.00	\$140.00	53.33%

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Month-End Revenue

Current Period: MAY 2019

SRC	SRC Descr	2019 Budget	MAY 2019 Amt	2019 YTD Amt	2019 YTD Balance	2019 % of Budget
34701	Halloween Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34711	Taxable Merchandise/Rentals	\$200.00	\$150.00	\$456.00	-\$256.00	228.00%
34740	Park Concessions	\$500.00	\$0.00	\$35.00	\$465.00	7.00%
34741	Gen Gov t Concessions	\$100.00	\$192.01	\$545.90	-\$445.90	545.90%
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	\$4,000.00	\$384.00	\$1,217.00	\$2,783.00	30.43%
34751	Shelter/Beer/Wine Fees	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
34760	Library Cards	\$500.00	\$91.00	\$408.00	\$92.00	81.60%
34761	Library Donations	\$500.00	\$0.00	\$20.00	\$480.00	4.00%
34762	Library Copies	\$300.00	\$73.00	\$173.00	\$127.00	57.67%
34763	Library Events	\$5,000.00	\$345.57	\$807.57	\$4,192.43	16.15%
34764	Library Miscellaneous	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
34765	Summer Reading Program	\$300.00	\$60.00	\$60.00	\$240.00	20.00%
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	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
34769	PAL Foundation - Park	\$3,000.00	\$1,250.00	\$3,404.00	-\$404.00	113.47%
34770	Silver Sneakers	\$9,000.00	\$1,603.00	\$6,407.00	\$2,593.00	71.19%
34790	Park Dedication Fees	\$4,500.00	\$15,000.00	\$18,000.00	-\$13,500.00	400.00%
34800	Tennis Fees	\$1,500.00	\$190.00	\$190.00	\$1,310.00	12.67%
34801	Recreational-Program	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
34802	Softball/Baseball Fees	\$1,000.00	\$35.00	\$460.00	\$540.00	46.00%
34803	Recreation-Misc. Receipts	\$1,000.00	\$9.00	\$31.00	\$969.00	3.10%
34805	Aerobics Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34806	Weight Room Fees	\$30,000.00	\$4,119.50	\$15,740.50	\$14,259.50	52.47%
34807	Volleyball Fees	\$750.00	\$84.00	\$264.00	\$486.00	35.20%
34808	Silver and Fit	\$13,000.00	\$1,034.00	\$4,172.00	\$8,828.00	32.09%
34809	Soccer Fees	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
34810	Pickle Ball	\$8,000.00	\$1,136.00	\$4,846.00	\$3,154.00	60.58%
34910	Transit Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34940	Cemetery Lots	\$3,000.00	\$500.00	\$2,000.00	\$1,000.00	66.67%
34941	Cemetery Openings	\$3,500.00	\$450.00	\$900.00	\$2,600.00	25.71%
34942	Cemetery Other	\$450.00	\$450.00	\$550.00	-\$100.00	122.22%
34950	Public Works Revenue	\$1,500.00	\$453.34	\$1,932.64	-\$432.64	128.84%
34952	County Joint Facility Payments	\$45,000.00	\$0.00	\$6,955.69	\$38,044.31	15.46%
34953	Recycling Revenues	\$50.00	\$0.00	\$307.80	-\$257.80	615.60%
35100	Court Fines	\$10,000.00	\$873.35	\$5,018.54	\$4,981.46	50.19%
35103	Library Fines	\$600.00	\$57.00	\$171.59	\$428.41	28.60%
35105	Restitution Receipts	\$1,000.00	\$172.00	\$2,979.23	-\$1,979.23	297.92%
36200	Miscellaneous Revenues	\$5,000.00	\$578.28	\$602.14	\$4,397.86	12.04%
36201	Misc Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36202	LIBRARY GRANTS	\$5,000.00	\$0.00	\$5,000.00	\$0.00	100.00%
36210	Interest Earnings	\$60,500.00	\$14,074.99	\$73,260.61	-\$12,760.61	121.09%
36230	Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36254	Sp Assess Prin-Bridges	\$6,909.00	\$0.00	\$0.00	\$6,909.00	0.00%
36255	Sp Assess Int-Bridges	\$1,063.00	\$0.00	\$0.00	\$1,063.00	0.00%
36256	Andys Parking Lot Principal	\$5,790.00	\$0.00	\$0.00	\$5,790.00	0.00%
36257	Andys Parking Lot Interest	\$913.00	\$0.00	\$0.00	\$913.00	0.00%
38050	Telephone Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
38051	Telephone True-Up	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
38052	Telephone Miscellaneous Rev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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Month-End Revenue

Current Period: MAY 2019

SRC	SRC Descr	2019 Budget	MAY 2019 Amt	2019 YTD Amt	2019 YTD Balance	2019 % of Budget
39101	Sales of General Fixed Assets	\$0.00	\$15,535.00	\$15,535.00	-\$15,535.00	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%
39230	Proceeds - 2006 Series B Bonds	\$539,490.00	\$0.00	\$0.00	\$539,490.00	0.00%
39300	Proceeds-Gen Long-term Debt	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39330	Proceeds from Capital Lease	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39400	Bond Premium	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39700	Capital Contrib from CU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 101 GENERAL FUND		\$4,501,149.00	\$77,922.84	\$400,865.46	\$4,100,283.54	8.91%
FUND 301 DEBT SERVICE FUND						
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31001		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31100	General Tax Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31101	County Payment Joint Facility	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31200	Community Ctr Levy Refund 2002	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31300	Emergency Services Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31301	1999 Series A Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31302	1999 Series B Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31303	2001 Series A Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31304	2002 Series A Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31305	2003 Joint Facility Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31306	2003 Disposal System Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31307	2004 Series A Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31308	2006 Series B Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31309	2006 Series C Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31310	2012 Series A Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31311	2015 GO Equip Certs 2015B	\$155,127.00	\$0.00	\$0.00	\$155,127.00	0.00%
31312	2017 GO Sewer Rev Imp Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31313	2018 ROADS-EST BOND LEVY	\$105,000.00	\$0.00	\$0.00	\$105,000.00	0.00%
31900	Penalties and Interest DelTax	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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 Asses Prin Ox Lake 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36106	Sp Asses Int Ox Lake 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36107	Sp Assess Prin Jason/Staley 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36108	Sp Assess Int Jason/Staley 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36109	Sp Assess Prin Lakeshore/Pk 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36110	Sp Assess Int Lakeshore/Pk 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36111	Sp Assess Prin Miller/Mary 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36112	Sp Assess Int Miller/Mary 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36113	Sp Assess Prin Sugar Loaf 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36114	Sp Assess Int Sugar Loaf 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36115	Sp Assess Prin Kimberly 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36116	Sp Assess Int Kimberly 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36117	Sp Assess Prin Shamrock 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36118	Sp Assess Int Shamrock 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36119	Sp Assess Prin Sleepy Val 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36120	Sp Assess Int Sleepy Val 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36121	Sp Assess Prin Tamarack 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36122	Sp Assess Int Tamarack 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36123	Sp Assess Prin Red Pine 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36124	Sp Assess Int Red Pine 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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Month-End Revenue

Current Period: MAY 2019

SRC	SRC Descr	2019 Budget	MAY 2019 Amt	2019 YTD Amt	2019 YTD Balance	2019 % of Budget
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%
36132	Sp Assess Int Waterwood/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36133	Sp Assess Prin Shores Dr/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36134	Sp Assess Int Shores Dr/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36135	Sp Assess Prin Backdahl Rd/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36136	Sp Assess Int Backdahl Rd/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36137	Sp Assess Prin Daggett Lane/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36138	Sp Assess Int Daggett Lane/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36139	Sp Assess Prin Deer Rg/Ridg/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36140	Sp Assess Int Deer Rg/Ridg/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36141	Sp Assess Prin Log Ldg/Timb/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36142	Sp Assess Int Log Ldg/Timb/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36143	Sp Assess Prin Velvet Ln/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36144	Sp Assess Int Velvet Ln/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36145	Sp Assess Prin Rabbit Ln/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36146	Sp Assess Int Rabbit Ln/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36147	Sp Assess Prin PineBay/Wolf 00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36148	Sp Assess Int Pine Bay/Wolf 00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36149	Sp Assess Prin White Oak Dr/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36150	Sp Assess Int White Oak Dr/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36151	Sp Assess Prin Red Oak Cir/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36152	Sp Assess Int Red Oak Cir/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36153	Sp Assess Prin Summit Ave/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36154	Sp Assess Int Summit Ave/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36155	Sp Assess Prin Gale Ln/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36156	Sp Assess Int Gale Ln/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36157	Sp Assess Prin Rush Ln/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36158	Sp Assess Int Rush Ln/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36159	Sp Assess Prin Gins/Twin/An/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36160	Sp Assess Int Gins/Twin/An/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36161	Sp Assess Prin Anchor Pt Tr/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36162	Sp Assess Int Anchor Pt Tr/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36163	Sp Assess Prin Ivy Ln/Tr/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36164	Sp Assess Int Ivy Ln/Tr/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36165	Sp Assess Prin 1st/2nd/2nd/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36166	Sp Assess Int 1st/2nd/2nd/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36167	Sp Assess Prin Anderson Ct/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36168	Sp Assess Int Anderson Ct/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36169	Sp Assess Prin Cool Haven/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36170	Sp Assess Int Cool Haven/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36171	Sp Assess Prin Pinedale/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36172	Sp Assess Int Pinedale/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36173	Sp Assess Prin Manhattan Dr/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36174	Sp Assess Int Manhattan Dr/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36175	Sp Assess Prin Eagle St/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36176	Sp Assess Int Eagle St/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36177	Sp Assess Prin Wolf Tr/Ct/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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Month-End Revenue

Current Period: MAY 2019

SRC	SRC Descr	2019 Budget	MAY 2019 Amt	2019 YTD Amt	2019 YTD Balance	2019 % of Budget
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%
36185	Sp Assess Prin Lake Tr/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36186	Sp Assess Int Lake Tr/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36187	Sp Assess Prin Happy Cove/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36188	Sp Assess Int Happy Cove/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36189	Sp Assess Prin Bay Shores/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36190	Sp Assess Int Bay Shores/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36191	Sp Assess Prin Woodland Dr/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36192	Sp Assess Int Woodland Dr/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36193	Sp Assess Prin Pine Pt/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36194	Sp Assess Int Pine Pt/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36195	Sp Assess Prin ABC Dr 03	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36196	SpAssess Int ABC Drive	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36197	SpAssess Prin Wildwood/White B	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36198	SpAssess Int Wildwood/White B	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36199	SpAssess Prin Greer Lake Rd 03	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	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	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36245	Sp Assess Int - Duck Lane	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36246	Sp Assess Prin - Sunset Drive	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36247	Sp Assess Int - Sunset Drive	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36248	Sp Assess Prin - Maroda Drive	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36249	Sp Assess Int - Maroda Drive	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36250	Sp Assess Prin - Johnnie/Rober	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36251	Sp Assess Int - Johnnie/Robert	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36252	Sp Assess Prin - Brita/Pinevie	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36253	Sp Assess Int - Brita/Pineview	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36254	Sp Assess Prin-Bridges	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36255	Sp Assess Int-Bridges	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
38052	Telephone Miscellaneous Rev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39230	Proceeds - 2006 Series B Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39300	Proceeds-Gen Long-term Debt	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39311	Proceeds-Wilderness GO Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39314	Proceeds-2001 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39315	Proceeds-2002 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39318	Proceeds--2004 ESC Refunding	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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Month-End Revenue

Current Period: MAY 2019

SRC	SRC Descr	2019 Budget	MAY 2019 Amt	2019 YTD Amt	2019 YTD Balance	2019 % of Budget
39319	Proceeds-2004 Impr Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39900	02 Series A	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 301	DEBT SERVICE FUND	\$260,127.00	\$0.00	\$0.00	\$260,127.00	0.00%
FUND 401 GENERAL CAPITAL PROJECTS						
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33420	Insurance Premium Reimburse	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34790	Park Dedication Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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	\$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	\$11,000.00	\$0.00	\$0.00	\$11,000.00	0.00%
33403	Mobile Home Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36104	Penalty & Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36201	Misc Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 405	TAX INCREMENT FINANCE PROJE	\$11,000.00	\$0.00	\$0.00	\$11,000.00	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 PROJE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 415 AMBULANCE PROJECT						
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 415	AMBULANCE PROJECT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 420 LIBRARY PROJECT						
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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Month-End Revenue

Current Period: MAY 2019

SRC	SRC Descr	2019 Budget	MAY 2019 Amt	2019 YTD Amt	2019 YTD Balance	2019 % of Budget
36230	Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39310	Proceeds-Gen Obligation Bond	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 420 LIBRARY PROJECT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 432 SEWER PROJECT						
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39204	Transfer Frm Needs Assess Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39316	Proceeds-2003 Series A Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39317	Proceeds-2003 Series B Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 432 SEWER PROJECT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 502 ECONOMIC DEVELOPMENT FUND						
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31100	General Tax Levy	\$8,500.00	\$0.00	\$0.00	\$8,500.00	0.00%
31101	County Payment Joint Facility	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31300	Emergency Services Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31305	2003 Joint Facility Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31802	EDA Tax Receipts	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34101	City Hall User Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34215	Pass Thru Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34951	Rev Loan Principal Pyrnts	\$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		\$8,500.00	\$0.00	\$0.00	\$8,500.00	0.00%
FUND 503 EDA (REVOLVING LOAN)						
34951	Rev Loan Principal Pyrnts	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36211	Revolving Loan Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 503 EDA (REVOLVING LOAN)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 601 SEWER OPERATING FUND						
33423	Insurance Claim Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34410	Unallocated Reserves	\$0.00	\$302.55	-\$21.94	\$21.94	0.00%
36104	Penalty & Interest	\$1,000.00	\$208.31	\$928.68	\$71.32	92.87%
36200	Miscellaneous Revenues	\$1,000.00	\$0.00	\$0.00	\$1,000.00	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%
37200	User Fee	\$260,000.00	\$24,360.53	\$119,398.90	\$140,601.10	45.92%
37250	Sewer Connection Payments	\$0.00	\$6,500.00	\$6,500.00	-\$6,500.00	0.00%
37500	Capital Contribution	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39204	Transfer Frm Needs Assess Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39310	Proceeds-Gen Obligation Bond	\$1,200,000.00	\$0.00	\$0.00	\$1,200,000.00	0.00%
FUND 601 SEWER OPERATING FUND		\$1,462,000.00	\$31,371.39	\$126,805.64	\$1,335,194.36	8.67%

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Month-End Revenue

Current Period: MAY 2019

SRC	SRC Descr	2019 Budget	MAY 2019 Amt	2019 YTD Amt	2019 YTD Balance	2019 % of Budget
FUND 614 TELEPHONE AND CABLE FUND						
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%
39105	Sales Proceeds - Gain/Loss	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 614 TELEPHONE AND CABLE FUND		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 651 SEWER RESTRICTED SINKING FUND						
31306	2003 Disposal System Levy	\$221,000.00	\$0.00	\$0.00	\$221,000.00	0.00%
31312	2017 GO Sewer Rev Imp Bonds	\$118,776.00	\$0.00	\$0.00	\$118,776.00	0.00%
33402	Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36104	Penalty & Interest	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
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	\$0.00	\$0.00	\$500.00	0.00%
37250	Sewer Connection Payments	\$12,000.00	\$0.00	\$0.00	\$12,000.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 651 SEWER RESTRICTED SINKING FU		\$353,776.00	\$0.00	\$0.00	\$353,776.00	0.00%
		\$6,596,552.00	\$109,294.23	\$527,671.10	\$6,068,880.90	8.00%

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CITY OF CROSSLAKE
Month End Expenditures
 Current Period: MAY 2019

OBJ	OBJ Descr	2019 Budget	MAY 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
FUND 101 GENERAL FUND						
DEPT 41110 Council						
100	Wages and Salaries Dept Head	\$27,000.00	\$2,250.00	\$11,170.00	\$15,830.00	41.37%
122	FICA	\$2,066.00	\$172.15	\$854.63	\$1,211.37	41.37%
151	Workers Comp Insurance	\$131.00	\$0.00	\$92.00	\$39.00	70.23%
208	Instruction Fees	\$1,500.00	\$0.00	\$450.00	\$1,050.00	30.00%
321	Communications-Cellular	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
331	Travel Expenses	\$1,500.00	\$0.00	\$276.12	\$1,223.88	18.41%
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
430	Miscellaneous	\$706.00	\$0.00	\$0.00	\$706.00	0.00%
433	Dues and Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41110 Council		\$33,053.00	\$2,422.15	\$12,842.75	\$20,210.25	38.86%
DEPT 41400 Administration						
100	Wages and Salaries Dept Head	\$97,351.00	\$11,372.40	\$41,738.80	\$55,612.20	42.87%
101	Assistant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
102	Consultant	\$3,750.00	\$0.00	\$0.00	\$3,750.00	0.00%
105	Part-time	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
109	Secretary/Bookkeeper	\$72,813.00	\$8,446.00	\$31,030.00	\$41,783.00	42.62%
121	PERA	\$12,762.00	\$1,486.38	\$5,457.63	\$7,304.37	42.76%
122	FICA	\$13,017.00	\$1,387.11	\$5,002.86	\$8,014.14	38.43%
131	Employer Paid Health	\$39,245.00	\$3,270.40	\$16,508.00	\$22,737.00	42.06%
132	Employer Paid Disability	\$1,440.00	\$0.00	\$505.72	\$934.28	35.12%
133	Employer Paid Dental	\$2,064.00	\$172.00	\$860.00	\$1,204.00	41.67%
134	Employer Paid Life	\$134.00	\$11.20	\$56.00	\$78.00	41.79%
136	Deferred Compensation	\$1,300.00	\$150.00	\$550.00	\$750.00	42.31%
151	Workers Comp Insurance	\$2,244.00	\$0.00	\$1,287.00	\$957.00	57.35%
152	Health Savings Account Contrib	\$12,000.00	\$0.00	\$6,000.00	\$6,000.00	50.00%
200	Office Supplies	\$1,800.00	\$218.29	\$744.40	\$1,055.60	41.36%
208	Instruction Fees	\$2,000.00	\$606.10	\$881.10	\$1,118.90	44.06%
210	Operating Supplies	\$1,500.00	\$20.00	\$354.18	\$1,145.82	23.61%
220	Repair/Maint Supply - Equip	\$3,834.00	\$166.66	\$781.14	\$3,052.86	20.37%
301	Auditing and Acct g Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$4,000.00	\$272.21	\$1,066.09	\$2,933.91	26.65%
322	Postage	\$1,000.00	\$184.27	\$184.27	\$815.73	18.43%
331	Travel Expenses	\$1,500.00	\$0.00	\$337.50	\$1,162.50	22.50%
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	\$221.00	\$779.00	22.10%
413	Office Equipment Rental/Repair	\$800.00	\$0.00	\$0.00	\$800.00	0.00%
430	Miscellaneous	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
433	Dues and Subscriptions	\$850.00	\$50.00	\$360.00	\$490.00	42.35%
443	Sales Tax	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
500	Capital Outlay	\$4,221.00	\$0.00	\$0.00	\$4,221.00	0.00%
600	Principal	\$835.00	\$69.50	\$346.04	\$488.96	41.44%
610	Interest	\$29.00	\$2.50	\$13.96	\$15.04	48.14%
DEPT 41400 Administration		\$282,089.00	\$27,885.02	\$114,285.69	\$167,803.31	40.51%
DEPT 41410 Elections						
107	Services	\$4,500.00	\$0.00	\$0.00	\$4,500.00	0.00%
122	FICA	\$344.00	\$0.00	\$0.00	\$344.00	0.00%
210	Operating Supplies	\$75.00	\$0.00	\$0.00	\$75.00	0.00%

OBJ	OBJ Descr	2019 Budget	MAY 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
351	Legal Notices Publishing	\$75.00	\$0.00	\$0.00	\$75.00	0.00%
413	Office Equipment Rental/Repair	\$75.00	\$0.00	\$0.00	\$75.00	0.00%
430	Miscellaneous	\$131.00	\$0.00	\$0.00	\$131.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41410 Elections		\$5,200.00	\$0.00	\$0.00	\$5,200.00	0.00%
DEPT 41600 Audit/Legal Services						
301	Auditing and Acct g Services	\$32,000.00	\$4,538.00	\$25,890.00	\$6,110.00	80.91%
304	Legal Fees (Civil)	\$7,000.00	\$750.00	\$2,685.00	\$4,315.00	38.36%
307	Legal Fees (Labor)	\$10,000.00	\$64.50	\$3,245.77	\$6,754.23	32.46%
DEPT 41600 Audit/Legal Services		\$49,000.00	\$5,352.50	\$31,820.77	\$17,179.23	64.94%
DEPT 41910 Planning and Zoning						
100	Wages and Salaries Dept Head	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
101	Assistant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
102	Consultant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
103	Tech 1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
104	Tech 2	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
105	Part-time	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
121	PERA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
122	FICA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
131	Employer Paid Health	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
132	Employer Paid Disability	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
133	Employer Paid Dental	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
134	Employer Paid Life	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
136	Deferred Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
140	Unemployment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
151	Workers Comp Insurance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
200	Office Supplies	\$700.00	\$0.00	\$171.29	\$528.71	24.47%
208	Instruction Fees	\$600.00	\$0.00	\$0.00	\$600.00	0.00%
210	Operating Supplies	\$1,500.00	\$0.00	\$307.31	\$1,192.69	20.49%
212	Motor Fuels	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
220	Repair/Maint Supply - Equip	\$3,934.00	\$166.67	\$781.18	\$3,152.82	19.86%
221	Repair/Maint Vehicles 306	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
303	Engineering Fees	\$2,500.00	\$0.00	\$330.00	\$2,170.00	13.20%
304	Legal Fees (Civil)	\$5,000.00	\$420.00	\$1,515.00	\$3,485.00	30.30%
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	\$202.03	\$774.74	\$2,725.26	22.14%
322	Postage	\$500.00	\$184.28	\$184.28	\$315.72	36.86%
331	Travel Expenses	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
332	Travel Expense- P&Z Comm	\$1,500.00	\$0.00	\$1,365.00	\$135.00	91.00%
340	Advertising	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
351	Legal Notices Publishing	\$2,000.00	\$257.13	\$548.26	\$1,451.74	27.41%
352	Filing Fees	\$1,500.00	\$92.00	\$184.00	\$1,316.00	12.27%
356	Mapping	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
387	Septic Inspections	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
413	Office Equipment Rental/Repair	\$860.00	\$0.00	\$0.00	\$860.00	0.00%
430	Miscellaneous	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
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	\$8.00	\$10.00	-\$10.00	0.00%
452	Refund	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
470	Consultant Fees	\$203,184.00	\$16,932.00	\$84,660.00	\$118,524.00	41.67%
500	Capital Outlay	\$4,221.00	\$0.00	\$0.00	\$4,221.00	0.00%

OBJ	OBJ Descr	2019 Budget	MAY 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
600	Principal	\$835.00	\$69.50	\$346.04	\$488.96	41.44%
610	Interest	\$29.00	\$2.50	\$13.96	\$15.04	48.14%
DEPT 41910 Planning and Zoning		\$237,463.00	\$18,334.11	\$91,191.06	\$146,271.94	38.40%
DEPT 41940 General Government						
131	Employer Paid Health	\$0.00	-\$62.34	\$662.15	-\$662.15	0.00%
133	Employer Paid Dental	\$125.00	\$41.55	\$285.90	-\$160.90	228.72%
151	Workers Comp Insurance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
152	Health Savings Account Contrib	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
210	Operating Supplies	\$2,500.00	\$1,237.44	\$1,961.70	\$538.30	78.47%
220	Repair/Maint Supply - Equip	\$0.00	\$0.00	\$248.20	-\$248.20	0.00%
223	Bldg Repair Suppl/Maintenance	\$4,000.00	\$267.72	\$582.62	\$3,417.38	14.57%
235	Signs	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
254	Concessions - Pop	\$300.00	\$74.13	\$213.70	\$86.30	71.23%
302	Architects Fees	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
303	Engineering Fees	\$750.00	\$2,594.83	\$4,500.00	-\$3,750.00	600.00%
316	Security Monitoring	\$800.00	\$0.00	\$162.00	\$638.00	20.25%
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	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
360	Insurance	\$26,500.00	-\$69,378.00	\$22,328.00	\$4,172.00	84.26%
381	Electric Utilities	\$14,500.00	\$763.00	\$3,833.00	\$10,667.00	26.43%
383	Gas Utilities	\$4,500.00	\$221.38	\$1,918.25	\$2,581.75	42.63%
384	Refuse/Garbage Disposal	\$500.00	\$51.71	\$204.14	\$295.86	40.83%
385	Sewer Utility	\$600.00	\$50.00	\$200.00	\$400.00	33.33%
389	Generator Expense	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
405	Cleaning Services	\$9,600.00	\$707.50	\$3,537.50	\$6,062.50	36.85%
430	Miscellaneous	\$2,500.00	\$228.50	\$2,227.70	\$272.30	89.11%
433	Dues and Subscriptions	\$3,500.00	\$1,715.40	\$1,829.40	\$1,670.60	52.27%
437	Brainerd Lakes Area Dev Corp	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
438	Initiative Foundation	\$1,650.00	\$0.00	\$1,650.00	\$0.00	100.00%
439	Emergency Mgmt Expense	\$2,000.00	\$0.00	\$1,364.19	\$635.81	68.21%
440	Telephone Co Reimb Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
441	Enhanced 911	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
442	Safety Prog/Equipment	\$10,500.00	\$0.00	\$3,395.05	\$7,104.95	32.33%
443	Sales Tax	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
444	Transportation Plan	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
446	Animal Control	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
449	Cobra Payments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
451	Health Comm Program Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
452	Refund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
456	Fireworks	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
460	Fines/Fees Reimburse	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.00%
470	Consultant Fees	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
490	Donations to Civic Org s	\$3,700.00	\$0.00	\$350.00	\$3,350.00	9.46%
493	Pass Thru Donations	\$0.00	\$0.00	\$6,500.00	-\$6,500.00	0.00%
500	Capital Outlay	\$65,000.00	\$0.00	\$2,645.40	\$62,354.60	4.07%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
552	Capital Outlay-Land	\$0.00	\$171,994.03	\$171,994.03	-\$171,994.03	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41940 General Government		\$197,875.00	\$110,506.85	\$232,592.93	-\$34,717.93	117.55%
DEPT 42110 Police Administration						
100	Wages and Salaries Dept Head	\$85,815.00	\$9,801.78	\$35,438.22	\$50,376.78	41.30%
101	Assistant	\$62,014.00	\$7,680.00	\$29,636.58	\$32,377.42	47.79%

OBJ	OBJ Descr	2019 Budget	MAY 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
103	Tech 1	\$51,042.00	\$5,804.63	\$20,660.96	\$30,381.04	40.48%
108	Tech 3	\$10,000.00	\$1,661.00	\$5,985.68	\$4,014.32	59.86%
110	Tech 4	\$24,232.00	\$583.86	\$2,027.94	\$22,204.06	8.37%
112	Tech 5	\$64,689.00	\$6,550.95	\$24,215.77	\$40,473.23	37.43%
113	Tech 6	\$64,272.00	\$6,586.62	\$24,388.33	\$39,883.67	37.95%
121	PERA	\$61,370.00	\$6,554.36	\$23,724.56	\$37,645.44	38.66%
122	FICA	\$5,250.00	\$519.34	\$1,816.86	\$3,433.14	34.61%
131	Employer Paid Health	\$105,965.00	\$6,214.40	\$31,368.40	\$74,596.60	29.60%
132	Employer Paid Disability	\$2,721.00	\$0.00	\$925.56	\$1,795.44	34.02%
133	Employer Paid Dental	\$4,926.00	\$324.48	\$1,622.40	\$3,303.60	32.94%
134	Employer Paid Life	\$403.00	\$28.00	\$140.00	\$263.00	34.74%
136	Deferred Compensation	\$1,300.00	\$150.00	\$550.00	\$750.00	42.31%
140	Unemployment	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
151	Workers Comp Insurance	\$26,478.00	\$0.00	\$21,021.00	\$5,457.00	79.39%
152	Health Savings Account Contrib	\$27,000.00	\$0.00	\$12,000.00	\$15,000.00	44.44%
200	Office Supplies	\$300.00	\$4.99	\$4.99	\$295.01	1.66%
208	Instruction Fees	\$5,000.00	\$0.00	\$675.00	\$4,325.00	13.50%
209	Physicals	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
210	Operating Supplies	\$1,800.00	\$221.96	\$767.11	\$1,032.89	42.62%
212	Motor Fuels	\$18,000.00	\$0.00	\$1,300.52	\$16,699.48	7.23%
214	Auto Expense- Squad 301	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
216	Auto Expense- Squad 305	\$1,200.00	\$93.48	\$741.04	\$458.96	61.75%
217	Auto Expense- Squad 303	\$1,000.00	\$193.28	\$549.43	\$450.57	54.94%
218	Auto Expense- Squad 302	\$1,000.00	\$289.07	\$427.06	\$572.94	42.71%
219	Auto Expense- Squad 304	\$500.00	\$126.81	\$971.22	-\$471.22	194.24%
220	Repair/Maint Supply - Equip	\$15,000.00	\$250.00	\$5,287.00	\$9,713.00	35.25%
221	Repair/Maint Vehicles 306	\$2,000.00	\$102.97	\$343.80	\$1,656.20	17.19%
258	Unif FIRE/Ted/Corey	\$675.00	\$0.00	\$0.00	\$675.00	0.00%
259	Unif Erik/Joe	\$675.00	\$0.00	\$230.02	\$444.98	34.08%
260	Unif Eric & Nate	\$675.00	\$0.00	\$195.19	\$479.81	28.92%
261	Unif Jake/TJ/Seth	\$675.00	\$0.00	\$16.00	\$659.00	2.37%
262	Unif Tony	\$675.00	\$0.00	\$0.00	\$675.00	0.00%
264	Unif Bobby	\$675.00	\$0.00	\$0.00	\$675.00	0.00%
265	Unif & P/T Expense	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
281	Tactical Team	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
282	Restitution Expenditures	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
283	Forfeiture Expenditures	\$1,000.00	\$1,128.31	\$7,807.31	-\$6,807.31	780.73%
304	Legal Fees (Civil)	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.00%
319	Donation Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$2,800.00	\$264.26	\$1,065.47	\$1,734.53	38.05%
321	Communications-Cellular	\$5,400.00	\$229.65	\$886.48	\$4,513.52	16.42%
322	Postage	\$200.00	\$15.23	\$19.62	\$180.38	9.81%
331	Travel Expenses	\$2,500.00	\$469.71	\$681.59	\$1,818.41	27.26%
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$0.00	\$0.00	\$85.00	-\$85.00	0.00%
360	Insurance	\$14,000.00	\$21,163.00	\$21,163.00	-\$7,163.00	151.16%
413	Office Equipment Rental/Repair	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
430	Miscellaneous	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
433	Dues and Subscriptions	\$250.00	\$3,755.00	\$3,954.00	-\$3,704.00	1581.60%
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	\$4,683.00	\$425.00	\$425.00	\$4,258.00	9.08%
550	Capital Outlay - Vehicles	\$60,000.00	\$30,931.78	\$33,367.88	\$26,632.12	55.61%
600	Principal	\$139.00	\$11.58	\$57.67	\$81.33	41.49%

OBJ	OBJ Descr	2019 Budget	MAY 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
610	Interest	\$5.00	\$0.42	\$2.33	\$2.67	46.60%
DEPT 42110	Police Administration	\$747,604.00	\$112,135.92	\$316,545.99	\$431,058.01	42.34%
DEPT 42280	Fire Administration					
100	Wages and Salaries Dept Head	\$6,000.00	\$1,200.00	\$4,600.00	\$1,400.00	76.67%
101	Assistant	\$1,200.00	\$100.00	\$500.00	\$700.00	41.67%
106	Training	\$2,100.00	\$75.00	\$375.00	\$1,725.00	17.86%
107	Services	\$72,000.00	\$6,521.00	\$35,789.00	\$36,211.00	49.71%
122	FICA	\$6,219.00	\$604.09	\$3,156.79	\$3,062.21	50.76%
151	Workers Comp Insurance	\$8,027.00	\$0.00	\$5,132.00	\$2,895.00	63.93%
200	Office Supplies	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
208	Instruction Fees	\$8,500.00	\$2,250.00	\$11,021.00	-\$2,521.00	129.66%
209	Physicals	\$3,500.00	\$0.00	\$2,529.00	\$971.00	72.26%
210	Operating Supplies	\$3,000.00	\$1,407.64	\$4,108.10	-\$1,108.10	136.94%
212	Motor Fuels	\$500.00	\$0.00	\$43.49	\$456.51	8.70%
213	Diesel Fuel	\$2,500.00	\$0.00	\$80.39	\$2,419.61	3.22%
220	Repair/Maint Supply - Equip	\$3,000.00	\$130.00	\$2,705.80	\$294.20	90.19%
221	Repair/Maint Vehicles 306	\$9,000.00	\$104.11	\$104.11	\$8,895.89	1.16%
222	Tires	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
233	FIRE PREVENTION	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
240	Small Tools and Minor Equip	\$1,500.00	\$418.51	\$418.51	\$1,081.49	27.90%
258	Unif FIRE/Ted/Corey	\$1,000.00	\$0.00	\$1,394.68	-\$394.68	139.47%
266	Turnout Gear	\$7,500.00	\$16,722.23	\$17,380.73	-\$9,880.73	231.74%
319	Donation Expenditures	\$0.00	\$0.00	\$358.00	-\$358.00	0.00%
320	Communications	\$36.00	\$3.00	\$12.00	\$24.00	33.33%
321	Communications-Cellular	\$2,464.00	\$123.92	\$999.95	\$1,464.05	40.58%
322	Postage	\$25.00	\$0.00	\$0.00	\$25.00	0.00%
331	Travel Expenses	\$6,000.00	\$83.52	\$3,377.90	\$2,622.10	56.30%
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	\$7,000.00	\$4,526.00	\$4,709.00	\$2,291.00	67.27%
430	Miscellaneous	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
433	Dues and Subscriptions	\$1,500.00	\$0.00	\$918.00	\$582.00	61.20%
443	Sales Tax	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
455	House Burn	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
491	FDRA City Contribution	\$25,000.00	\$852.00	\$3,948.00	\$21,052.00	15.79%
492	FDRA State Aid	\$38,000.00	\$0.00	\$1,000.00	\$37,000.00	2.63%
500	Capital Outlay	\$7,500.00	\$1,500.00	\$6,620.38	\$879.62	88.27%
550	Capital Outlay - Vehicles	\$265,000.00	\$0.00	\$0.00	\$265,000.00	0.00%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42280	Fire Administration	\$494,921.00	\$36,621.02	\$111,281.83	\$383,639.17	22.48%
DEPT 42500	Ambulance Services					
223	Bldg Repair Suppl/Maintenance	\$1,800.00	\$0.00	\$465.00	\$1,335.00	25.83%
306	Ambulance Subsidy	\$13,200.00	\$1,100.00	\$4,400.00	\$8,800.00	33.33%
DEPT 42500	Ambulance Services	\$15,000.00	\$1,100.00	\$4,865.00	\$10,135.00	32.43%
DEPT 43000	Public Works (GENERAL)					
100	Wages and Salaries Dept Head	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
103	Tech 1	\$59,420.00	\$6,471.09	\$24,569.79	\$34,850.21	41.35%

OBJ	OBJ Descr	2019 Budget	MAY 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
104	Tech 2	\$60,533.00	\$5,993.74	\$23,782.31	\$36,750.69	39.29%
105	Part-time	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
108	Tech 3	\$54,790.00	\$5,895.32	\$22,757.86	\$32,032.14	41.54%
121	PERA	\$13,106.00	\$1,377.00	\$5,333.23	\$7,772.77	40.69%
122	FICA	\$13,368.00	\$1,255.41	\$4,756.98	\$8,611.02	35.58%
131	Employer Paid Health	\$47,098.00	\$4,905.60	\$24,762.00	\$22,336.00	52.58%
132	Employer Paid Disability	\$1,212.00	\$0.00	\$414.24	\$797.76	34.18%
133	Employer Paid Dental	\$2,463.00	\$258.00	\$1,290.00	\$1,173.00	52.38%
134	Employer Paid Life	\$202.00	\$16.80	\$84.00	\$118.00	41.58%
136	Deferred Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
140	Unemployment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
151	Workers Comp Insurance	\$28,704.00	\$0.00	\$16,939.00	\$11,765.00	59.01%
152	Health Savings Account Contrib	\$15,000.00	\$0.00	\$9,000.00	\$6,000.00	60.00%
200	Office Supplies	\$450.00	\$112.60	\$282.80	\$167.20	62.84%
208	Instruction Fees	\$1,500.00	\$0.00	\$650.00	\$850.00	43.33%
210	Operating Supplies	\$1,200.00	\$30.20	\$98.83	\$1,101.17	8.24%
212	Motor Fuels	\$8,000.00	\$29.66	\$1,237.83	\$6,762.17	15.47%
213	Diesel Fuel	\$15,000.00	\$0.00	\$1,133.64	\$13,866.36	7.56%
215	Shop Supplies	\$2,750.00	\$72.00	\$521.64	\$2,228.36	18.97%
220	Repair/Maint Supply - Equip	\$18,000.00	\$3,967.05	\$18,201.42	-\$201.42	101.12%
221	Repair/Maint Vehicles 306	\$15,000.00	\$9,423.06	\$10,433.16	\$4,566.84	69.55%
222	Tires	\$1,500.00	\$0.00	\$877.60	\$622.40	58.51%
223	Bldg Repair Suppl/Maintenance	\$4,500.00	\$1,119.16	\$5,750.26	-\$1,250.26	127.78%
224	Street Maint Materials	\$20,000.00	\$3,830.99	\$22,148.06	-\$2,148.06	110.74%
225	New Roads Materials	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
226	Bridge Materials	\$25,000.00	\$0.00	\$0.00	\$25,000.00	0.00%
228	Street Lighting	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
232	Striping	\$16,000.00	\$0.00	\$0.00	\$16,000.00	0.00%
235	Signs	\$3,000.00	\$210.21	\$210.21	\$2,789.79	7.01%
240	Small Tools and Minor Equip	\$2,500.00	\$409.72	\$1,683.82	\$816.18	67.35%
254	Concessions - Pop	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
259	Unif Erik/Joe	\$300.00	\$0.00	\$179.99	\$120.01	60.00%
260	Unif Eric & Nate	\$300.00	\$342.54	\$492.53	-\$192.53	164.18%
261	Unif Jake/TJ/Seth	\$300.00	\$0.00	\$289.93	\$10.07	96.64%
303	Engineering Fees	\$25,000.00	\$3,760.50	\$4,824.37	\$20,175.63	19.30%
304	Legal Fees (Civil)	\$1,000.00	\$0.00	\$150.00	\$850.00	15.00%
314	Surveyor	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
316	Security Monitoring	\$200.00	\$0.00	\$98.70	\$101.30	49.35%
320	Communications	\$1,600.00	\$111.22	\$447.16	\$1,152.84	27.95%
322	Postage	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
331	Travel Expenses	\$1,000.00	\$556.56	\$980.04	\$19.96	98.00%
340	Advertising	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
351	Legal Notices Publishing	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
360	Insurance	\$27,000.00	\$12,307.00	\$12,307.00	\$14,693.00	45.58%
381	Electric Utilities	\$14,000.00	\$870.21	\$5,000.78	\$8,999.22	35.72%
383	Gas Utilities	\$6,000.00	\$193.78	\$2,176.09	\$3,823.91	36.27%
384	Refuse/Garbage Disposal	\$1,000.00	\$111.61	\$336.44	\$663.56	33.64%
385	Sewer Utility	\$400.00	\$47.00	\$188.00	\$212.00	47.00%
405	Cleaning Services	\$3,700.00	\$235.00	\$940.00	\$2,760.00	25.41%
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	\$1,305.46	\$1,397.39	-\$397.39	139.74%
433	Dues and Subscriptions	\$0.00	\$0.00	\$10.00	-\$10.00	0.00%
442	Safety Prog/Equipment	\$1,000.00	\$10.99	\$888.43	\$111.57	88.84%
443	Sales Tax	\$100.00	\$6.00	\$6.00	\$94.00	6.00%

OBJ	OBJ Descr	2019 Budget	MAY 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
454	Joint Facility County Expense	\$45,000.00	\$9,269.10	\$17,604.64	\$27,395.36	39.12%
500	Capital Outlay	\$65,000.00	\$3,530.25	\$65,826.81	-\$826.81	101.27%
550	Capital Outlay - Vehicles	\$51,000.00	\$0.00	\$0.00	\$51,000.00	0.00%
551	Capital Outlay-Building	\$105,000.00	\$0.00	\$0.00	\$105,000.00	0.00%
552	Capital Outlay-Land	\$120,000.00	\$0.00	\$0.00	\$120,000.00	0.00%
553	Capital Outlay - Other	\$366,687.00	\$0.00	\$48,476.13	\$318,210.87	13.22%
581	Capital Outlay -Seal Coat	\$252,355.00	\$0.00	\$0.00	\$252,355.00	0.00%
582	Capital Outlay - Crackfill	\$50,000.00	\$0.00	\$0.00	\$50,000.00	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%
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)		\$1,572,188.00	\$78,034.83	\$359,539.11	\$1,212,648.89	22.87%
DEPT 43100 Cemetery						
210	Operating Supplies	\$940.00	\$0.00	\$26.24	\$913.76	2.79%
220	Repair/Maint Supply - Equip	\$250.00	\$15.46	\$248.32	\$1.68	99.33%
360	Insurance	\$60.00	\$71.00	\$71.00	-\$11.00	118.33%
381	Electric Utilities	\$350.00	\$7.14	\$12.90	\$337.10	3.69%
430	Miscellaneous	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
452	Refund	\$0.00	\$0.00	\$100.00	-\$100.00	0.00%
500	Capital Outlay	\$1,000.00	\$0.00	\$0.00	\$1,000.00	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%
DEPT 43100 Cemetery		\$3,000.00	\$93.60	\$458.46	\$2,541.54	15.28%
DEPT 45100 Park and Recreation (GENERAL)						
100	Wages and Salaries Dept Head	\$61,294.00	\$7,170.00	\$26,330.00	\$34,964.00	42.96%
101	Assistant	\$43,680.00	\$5,277.96	\$19,392.52	\$24,287.48	44.40%
103	Tech 1	\$28,588.00	\$3,620.40	\$13,222.64	\$15,365.36	46.25%
104	Tech 2	\$5,455.00	\$0.00	\$0.00	\$5,455.00	0.00%
105	Part-time	\$43,680.00	\$4,220.00	\$14,758.58	\$28,921.42	33.79%
108	Tech 3	\$37,170.00	\$0.00	\$904.07	\$36,265.93	2.43%
121	PERA	\$16,081.00	\$1,344.08	\$4,979.40	\$11,101.60	30.96%
122	FICA	\$16,820.00	\$1,493.83	\$5,470.49	\$11,349.51	32.52%
131	Employer Paid Health	\$19,622.00	\$654.40	\$3,303.20	\$16,318.80	16.83%
132	Employer Paid Disability	\$1,174.00	\$0.00	\$368.39	\$805.61	31.38%
133	Employer Paid Dental	\$4,128.00	\$205.24	\$1,069.20	\$3,058.80	25.90%
134	Employer Paid Life	\$269.00	\$16.80	\$89.60	\$179.40	33.31%
136	Deferred Compensation	\$650.00	\$75.00	\$275.00	\$375.00	42.31%
140	Unemployment	\$5,000.00	\$72.25	\$72.25	\$4,927.75	1.45%
151	Workers Comp Insurance	\$15,118.00	\$0.00	\$5,361.00	\$9,757.00	35.46%
152	Health Savings Account Contrib	\$6,000.00	\$0.00	\$1,500.00	\$4,500.00	25.00%
200	Office Supplies	\$200.00	\$0.00	\$47.18	\$152.82	23.59%
208	Instruction Fees	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
210	Operating Supplies	\$3,200.00	\$172.35	\$1,181.21	\$2,018.79	36.91%
212	Motor Fuels	\$2,000.00	\$0.00	\$220.56	\$1,779.44	11.03%
213	Diesel Fuel	\$1,000.00	\$0.00	\$52.97	\$947.03	5.30%
220	Repair/Maint Supply - Equip	\$3,000.00	\$1,416.82	\$2,825.90	\$174.10	94.20%
221	Repair/Maint Vehicles 306	\$2,000.00	\$0.00	\$249.56	\$1,750.44	12.48%
223	Bldg Repair Suppl/Maintenance	\$15,000.00	\$926.78	\$4,331.03	\$10,668.97	28.87%
231	Chemicals	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
235	Signs	\$400.00	\$0.00	\$0.00	\$400.00	0.00%

OBJ	OBJ Descr	2019 Budget	MAY 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
254	Concessions - Pop	\$300.00	\$11.96	\$19.94	\$280.06	6.65%
255	Concessions - Food	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
258	Unif FIRE/Ted/Corey	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
261	Unif Jake/TJ/Seth	\$300.00	\$0.00	\$252.96	\$47.04	84.32%
264	Unif Bobby	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
303	Engineering Fees	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
304	Legal Fees (Civil)	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
308	Instructors Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
309	Tennis	\$1,600.00	\$80.97	\$80.97	\$1,519.03	5.06%
310	Program Supplies	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
311	Softball/Baseball	\$1,000.00	\$131.99	\$131.99	\$868.01	13.20%
312	Aerobic Instruction	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
315	Warm House/Garage Exp	\$0.00	\$0.00	\$123.82	-\$123.82	0.00%
316	Security Monitoring	\$1,200.00	\$0.00	\$87.00	\$1,113.00	7.25%
317	Soccer/Skating	\$1,500.00	\$0.00	\$400.00	\$1,100.00	26.67%
318	Garage (North)	\$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	\$3,500.00	\$461.57	\$1,708.86	\$1,791.14	48.82%
322	Postage	\$150.00	\$8.00	\$8.00	\$142.00	5.33%
323	Garage (East)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
324	Disc Golf Expenses	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
331	Travel Expenses	\$1,000.00	\$124.41	\$252.86	\$747.14	25.29%
335	Background Checks	\$150.00	\$30.00	\$60.00	\$90.00	40.00%
340	Advertising	\$500.00	\$106.92	\$106.92	\$393.08	21.38%
351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$15,000.00	\$13,355.00	\$13,355.00	\$1,645.00	89.03%
381	Electric Utilities	\$17,000.00	\$1,331.65	\$5,711.36	\$11,288.64	33.60%
383	Gas Utilities	\$8,000.00	\$687.64	\$5,058.77	\$2,941.23	63.23%
384	Refuse/Garbage Disposal	\$800.00	\$81.70	\$326.80	\$473.20	40.85%
403	Improvements Other Than Bldgs	\$3,800.00	\$0.00	\$0.00	\$3,800.00	0.00%
413	Office Equipment Rental/Repair	\$700.00	\$0.00	\$67.50	\$632.50	9.64%
415	Equipment Rental	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
430	Miscellaneous	\$800.00	\$521.16	\$551.16	\$248.84	68.90%
433	Dues and Subscriptions	\$500.00	\$0.00	\$1,289.41	-\$789.41	257.88%
442	Safety Prog/Equipment	\$1,500.00	\$36.50	\$36.50	\$1,463.50	2.43%
443	Sales Tax	\$1,600.00	\$309.00	\$1,144.00	\$456.00	71.50%
445	Sr Meals Expense	\$400.00	\$0.00	\$94.49	\$305.51	23.62%
448	Weight Room Ins Reimbur	\$150.00	\$10.20	\$53.55	\$96.45	35.70%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
452	Refund	\$150.00	\$46.00	\$256.00	-\$106.00	170.67%
453	80 Acre Development Expense	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
457	Weight Room Expenses	\$2,000.00	\$79.95	\$79.95	\$1,920.05	4.00%
459	PAL Foundation Expenditures	\$3,000.00	\$2,537.75	\$2,634.54	\$365.46	87.82%
461	Silver Sneakers	\$6,500.00	\$1,248.00	\$3,640.00	\$2,860.00	56.00%
481	Park Master Plan	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$94,799.00	\$0.00	\$0.00	\$94,799.00	0.00%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
552	Capital Outlay-Land	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
553	Capital Outlay - Other	\$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	\$520.00	\$104.14	\$520.70	-\$0.70	100.13%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 45100 Park and Recreation (GENERA		\$518,648.00	\$47,970.42	\$144,057.80	\$374,590.20	27.78%
DEPT 45500 Library						
101	Assistant	\$35,027.00	\$0.00	\$0.00	\$35,027.00	0.00%

OBJ	OBJ Descr	2019 Budget	MAY 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
121	PERA	\$2,627.00	\$0.00	\$0.00	\$2,627.00	0.00%
122	FICA	\$2,680.00	\$0.00	\$0.00	\$2,680.00	0.00%
131	Employer Paid Health	\$19,622.00	\$0.00	\$0.00	\$19,622.00	0.00%
132	Employer Paid Disability	\$307.00	\$0.00	\$0.00	\$307.00	0.00%
133	Employer Paid Dental	\$1,032.00	\$0.00	\$0.00	\$1,032.00	0.00%
134	Employer Paid Life	\$67.00	\$0.00	\$0.00	\$67.00	0.00%
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	\$350.00	\$0.00	\$2,472.00	-\$2,122.00	706.29%
152	Health Savings Account Contrib	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.00%
201	Library Operating Supplies	\$2,000.00	\$80.12	\$255.65	\$1,744.35	12.78%
202	Library Subscriptions	\$500.00	\$512.72	\$512.72	-\$12.72	102.54%
203	Library Books	\$5,000.00	\$257.23	\$2,546.09	\$2,453.91	50.92%
204	Children s Program Expense	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
205	Library Luncheon Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
206	Book Sale Expenses	\$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	\$61.85	\$243.66	\$756.34	24.37%
322	Postage	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
335	Background Checks	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
413	Office Equipment Rental/Repair	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
430	Miscellaneous	\$1,000.00	\$71.28	\$1,119.37	-\$119.37	111.94%
433	Dues and Subscriptions	\$0.00	\$0.00	\$435.34	-\$435.34	0.00%
443	Sales Tax	\$100.00	\$33.00	\$39.00	\$61.00	39.00%
452	Refund	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
459	PAL Foundation Expenditures	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
500	Capital Outlay	\$3,298.00	\$0.00	\$1,530.07	\$1,767.93	46.39%
600	Principal	\$520.00	\$104.14	\$520.70	-\$0.70	100.13%
DEPT 45500 Library		\$82,130.00	\$1,120.34	\$9,674.60	\$72,455.40	11.78%
DEPT 47007 2003 Series A Disposal						
720	Operating Transfers	\$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 47013 Bond Disclosure						
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47013 Bond Disclosure		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47014 2012 Series A						
600	Principal	\$190,000.00	\$0.00	\$190,000.00	\$0.00	100.00%
610	Interest	\$19,653.00	\$0.00	\$10,776.25	\$8,876.75	54.83%
620	Fiscal Agent s Fees	\$300.00	\$0.00	\$253.00	\$47.00	84.33%
DEPT 47014 2012 Series A		\$209,953.00	\$0.00	\$201,029.25	\$8,923.75	95.75%
DEPT 47015 47015 Series 2015B						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47015 47015 Series 2015B		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 48000 Recycling						
384	Refuse/Garbage Disposal	\$32,340.00	\$2,433.00	\$12,165.00	\$20,175.00	37.62%
388	Recycling Expenses	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
430	Miscellaneous	\$3,240.00	\$262.00	\$1,310.00	\$1,930.00	40.43%
DEPT 48000 Recycling		\$35,980.00	\$2,695.00	\$13,475.00	\$22,505.00	37.45%

OBJ	OBJ Descr	2019 Budget	MAY 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
FUND 101	GENERAL FUND	\$4,484,104.00	\$444,271.76	\$1,643,660.24	\$2,840,443.76	36.66%
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					
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%

OBJ	OBJ Descr	2019 Budget	MAY 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
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	\$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%
DEPT 47011 2006 Series B Improvement B		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47012 2006 Series C Equipment Cert						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47012 2006 Series C Equipment Cert		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47013 Bond Disclosure						
440	Telephone Co Reimb Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
621	Continung Disclosure Expene	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
DEPT 47013 Bond Disclosure		\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
DEPT 47014 2012 Series A						
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$16,045.00	\$0.00	\$0.00	\$16,045.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47014 2012 Series A		\$16,045.00	\$0.00	\$0.00	\$16,045.00	0.00%
DEPT 47015 47015 Series 2015B						
600	Principal	\$142,000.00	\$0.00	\$0.00	\$142,000.00	0.00%
610	Interest	\$5,740.00	\$2,870.00	\$2,870.00	\$2,870.00	50.00%
620	Fiscal Agent s Fees	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
DEPT 47015 47015 Series 2015B		\$148,040.00	\$2,870.00	\$2,870.00	\$145,170.00	1.94%
FUND 301 DEBT SERVICE FUND		\$166,585.00	\$2,870.00	\$2,870.00	\$163,715.00	1.72%
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 405 TAX INCREMENT FINANCE PROJECTS						
DEPT 46000 Tax Increment Financing						

OBJ	OBJ Descr	2019 Budget	MAY 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
351	Legal Notices Publishing	\$650.00	\$0.00	\$0.00	\$650.00	0.00%
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	\$0.00	\$650.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46000 Tax Increment Financing		\$1,300.00	\$0.00	\$0.00	\$1,300.00	0.00%
DEPT 46001 TIF 1-9 MidWest Asst Living						
646	TaxIncrement 9-C&J Dev	\$10,200.00	\$0.00	\$0.00	\$10,200.00	0.00%
DEPT 46001 TIF 1-9 MidWest Asst Living		\$10,200.00	\$0.00	\$0.00	\$10,200.00	0.00%
FUND 405 TAX INCREMENT FINANCE PROJEC		\$11,500.00	\$0.00	\$0.00	\$11,500.00	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%
DEPT 43000 Public Works (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2019 Budget	MAY 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
FUND 414	SUNRISE ISLAND BRIDGE PROJECT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 415	AMBULANCE PROJECT					
DEPT 43000	Public Works (GENERAL)					
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000	Public Works (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 415	AMBULANCE PROJECT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 420	LIBRARY PROJECT					
DEPT 45500	Library					
302	Architects Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 45500	Library	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 420	LIBRARY PROJECT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 432	SEWER PROJECT					
DEPT 43200	Sewer					
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
443	Sales Tax	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200	Sewer	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 49300	Other 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%
430	Miscellaneous	\$0.00	\$0.00	\$484.35	-\$484.35	0.00%

OBJ	OBJ Descr	2019 Budget	MAY 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
493	Pass Thru Donations	\$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%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46500 Economic Develop mt (GENER		\$0.00	\$0.00	\$484.35	-\$484.35	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	\$18,500.00	\$0.00	\$0.00	\$18,500.00	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		\$18,500.00	\$0.00	\$0.00	\$18,500.00	0.00%
FUND 502 ECONOMIC DEVELOPMENT FUND		\$18,500.00	\$0.00	\$484.35	\$18,015.65	2.62%
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	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
447	Loan Disbursements	\$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%
FUND 503 EDA (REVOLVING LOAN)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 601 SEWER OPERATING FUND						
DEPT 43200 Sewer						
100	Wages and Salaries Dept Head	\$80,927.00	\$9,444.40	\$35,707.23	\$45,219.77	44.12%
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	\$6,070.00	\$708.33	\$2,562.53	\$3,507.47	42.22%
122	FICA	\$6,191.00	\$667.90	\$2,284.94	\$3,906.06	36.91%
131	Employer Paid Health	\$19,622.00	\$1,635.20	\$8,254.00	\$11,368.00	42.07%
132	Employer Paid Disability	\$740.00	\$0.00	\$246.64	\$493.36	33.33%
133	Employer Paid Dental	\$1,032.00	\$86.00	\$430.00	\$602.00	41.67%
134	Employer Paid Life	\$67.00	\$5.60	\$28.00	\$39.00	41.79%
136	Deferred Compensation	\$650.00	\$75.00	\$275.00	\$375.00	42.31%
151	Workers Comp Insurance	\$6,010.00	\$0.00	\$3,919.00	\$2,091.00	65.21%
152	Health Savings Account Contrib	\$6,000.00	\$0.00	\$3,000.00	\$3,000.00	50.00%
200	Office Supplies	\$250.00	\$101.38	\$113.35	\$136.65	45.34%
208	Instruction Fees	\$2,500.00	\$228.00	\$1,203.00	\$1,297.00	48.12%
210	Operating Supplies	\$3,500.00	\$508.57	\$780.03	\$2,719.97	22.29%
212	Motor Fuels	\$2,000.00	\$14.51	\$14.51	\$1,985.49	0.73%
213	Diesel Fuel	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
220	Repair/Maint Supply - Equip	\$10,000.00	\$5,922.29	\$6,782.42	\$3,217.58	67.82%
221	Repair/Maint Vehicles 306	\$1,500.00	\$0.00	\$99.17	\$1,400.83	6.61%
222	Tires	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$4,000.00	\$44.99	\$310.98	\$3,689.02	7.77%
229	Oper/Maint - Lift Station	\$12,000.00	\$236.75	\$1,012.63	\$10,987.37	8.44%

OBJ	OBJ Descr	2019 Budget	MAY 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
230	Repair/Maint - Collection Syst	\$7,000.00	\$573.41	\$1,816.53	\$5,183.47	25.95%
231	Chemicals	\$18,000.00	\$1,224.94	\$4,699.60	\$13,300.40	26.11%
258	Unif FIRE/Ted/Corey	\$300.00	\$0.00	\$276.96	\$23.04	92.32%
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	\$4,556.00	\$160.88	\$642.75	\$3,913.25	14.11%
321	Communications-Cellular	\$1,600.00	\$47.36	\$72.16	\$1,527.84	4.51%
322	Postage	\$800.00	\$315.05	\$315.05	\$484.95	39.38%
331	Travel Expenses	\$2,500.00	\$0.00	\$525.55	\$1,974.45	21.02%
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
360	Insurance	\$8,000.00	\$11,427.00	\$11,427.00	-\$3,427.00	142.84%
381	Electric Utilities	\$27,000.00	\$2,833.70	\$14,067.57	\$12,932.43	52.10%
383	Gas Utilities	\$3,000.00	\$213.50	\$1,481.43	\$1,518.57	49.38%
384	Refuse/Garbage Disposal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
406	Lab Testing	\$15,000.00	\$3,381.47	\$4,807.07	\$10,192.93	32.05%
407	Sludge Disposal	\$20,000.00	\$2,310.00	\$2,310.00	\$17,690.00	11.55%
420	Depreciation Expense	\$225,000.00	\$0.00	\$0.00	\$225,000.00	0.00%
430	Miscellaneous	\$100.00	\$0.00	\$92.58	\$7.42	92.58%
433	Dues and Subscriptions	\$300.00	\$0.00	\$568.00	-\$268.00	189.33%
442	Safety Prog/Equipment	\$1,500.00	\$0.00	\$33.98	\$1,466.02	2.27%
443	Sales Tax	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
450	Permits	\$2,000.00	\$1,450.00	\$1,590.00	\$410.00	79.50%
452	Refund	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
500	Capital Outlay	\$1,300,000.00	\$0.00	\$1,200.00	\$1,298,800.00	0.09%
553	Capital Outlay - Other	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
554	Capital Outlay - Ox Ditch Bldg	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
555	Capital Outlay - Sewer Biosol	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
556	Capital Outlay - Sewer Exten	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 Sewer		\$1,802,965.00	\$43,616.23	\$112,949.66	\$1,690,015.34	6.26%
DEPT 47007 2003 Series A Disposal						
615	Issuance Costs (Other Financin	\$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%
FUND 601 SEWER OPERATING FUND		\$1,802,965.00	\$43,616.23	\$112,949.66	\$1,690,015.34	6.26%
FUND 614 TELEPHONE AND CABLE FUND						
DEPT 49000 Miscellaneous (GENERAL)						
301	Auditing and Acct g Services	\$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%
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%
630	Loss on Bond Defeasance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 49000 Miscellaneous (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 614 TELEPHONE AND CABLE FUND		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 651 SEWER RESTRICTED SINKING FUND						
DEPT 43200 Sewer						
220	Repair/Maint Supply - Equip	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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	2019 Budget	MAY 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
DEPT 43200 Sewer		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal						
600	Principal	\$185,000.00	\$0.00	\$185,000.00	\$0.00	100.00%
610	Interest	\$19,923.00	\$0.00	\$12,952.50	\$6,970.50	65.01%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$750.00	\$0.00	\$242.00	\$508.00	32.27%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal		\$205,673.00	\$0.00	\$198,194.50	\$7,478.50	96.36%
DEPT 47008 2003 Series B Sewer						
452	Refund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$90,000.00	\$0.00	\$90,000.00	\$0.00	100.00%
610	Interest	\$16,682.00	\$0.00	\$8,815.00	\$7,867.00	52.84%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47008 2003 Series B Sewer		\$106,682.00	\$0.00	\$98,815.00	\$7,867.00	92.63%
FUND 651 SEWER RESTRICTED SINKING FUN		\$312,355.00	\$0.00	\$297,009.50	\$15,345.50	95.09%
FUND 652 WASTEWATER MGMT DISTRICT						
DEPT 41910 Planning and Zoning						
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41910 Planning and Zoning		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 652 WASTEWATER MGMT DISTRICT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$6,796,009.00	\$490,757.99	\$2,056,973.75	\$4,739,035.25	30.27%

B.
4.

City of Crosslake - Preliminary
05/31/2019 Preliminary Budget to Actual Analysis (Remove Debt Service, Capital Outlay and Operating Transfers)

Description	2019 Budget	31-May-19	2019 YTD Amount	2019 YTD Balance	2019 %YTD Budget
Total Expense (From Month End Report For May 31, 2019)	\$ 6,796,009	\$ 490,758	\$ 2,056,974	\$ 4,739,035	30.27%
Adjustments:					
<u>Less: All DS Issues</u>					
(101-41400-600) Administration: Copier Lease	(864)	(72)	(360)	(504)	41.67%
(101-41910-600) Planning and Zoning: Copier Lease	(864)	(72)	(360)	(504)	41.67%
(101-42110-600) Police: Copier Lease	(144)	(12)	(60)	(84)	41.67%
(101-45100-600) Parks and Rec.: Copier Lease	(520)	(104)	(521)	1	100.13%
(101-45500-600) Library: Copier Lease	(520)	(104)	(521)	1	100.13%
(101-47014-600) 2012 Series A - Principal	(190,000)	0	(190,000)	0	100.00%
(101-47014-610) 2012 Series A - Interest	(19,653)	0	(10,776)	(8,877)	54.83%
(101-47014-620) 2012 Series A - Fiscal Agent Fees	(300)	0	(253)	(47)	0.00%
(301-47015-600) 2015 Series B - Principal	(142,000)	0	0	(142,000)	0.00%
(301-47015-610) 2015 Series B - Interest	(5,740)	0	0	(5,740)	0.00%
(301-47015-620) 2015 Series B - Fiscal Agent Fees	(300)	0	0	(300)	0.00%
(301-47014-600) 2018 Series A - Principal	0	0	0	0	0.00%
(301-47014-610) 2018 Series A - Interest	(16,045)	0	0	(16,045)	0.00%
(301-47013-440/621) Fiscal Agent Fees	(2,500)	0	0	(2,500)	0.00%
(651-47007-600) 2012 Series A Disposal - Prin.. (Reported on B/S)	(185,000)	0	(185,000)	0	100.00%
(651-47007-610) 2012 Series A Disposal -Interest	(19,923)	0	(12,953)	(6,971)	65.01%
(651-47007-620) 2012 Series A Disposal - Fiscal Agent Fees	(750)	0	(242)	(508)	32.27%
(651-47008-600) 2017 Series A Disposal Bonds	(90,000)	0	(90,000)	0	100.00%
(651-47008-610) 2017 Series A Disposal Bonds	(16,682)	0	(8,815)	(7,867)	52.84%
Total Debt Service	(691,805)	(364)	(499,860)	(191,945)	72.25%
<u>Less - All Capital Outlay Accounts:</u>					
(101-41400-500) Administration	(4,221)	0	0	(4,221)	0.00%
(101-41910-500) Planning and Zoning	(4,221)	0	0	(4,221)	0.00%
(101-41940-500) General Government Capital Outlay	(65,000)	(171,994)	(174,639)	109,639	268.68%
(101-42110-500) Police Administration Capital Outlay	(4,683)	(425)	(425)	(4,258)	9.08%
(101-42110-550) Police Administration Capital Outlay - Vehicles	(60,000)	(30,932)	(33,368)	(26,632)	55.61%
(101-42280-500) Fire Administration - Capital Outlay	(15,000)	(18,222)	(24,001)	9,001	160.01%
(101-42280-550) Fire Administration - Capital Outlay - Vehicles	(265,000)	0	0	(265,000)	0.00%
(101-43000-500) Public Works - Capital Outlay	(1,010,042)	(3,530)	(114,303)	(895,739)	11.32%
(101-43100-500) Cemetery - Capital Outlay	(1,000)	0	0	(1,000)	0.00%
(101-45100-500) Parks and Recreation - Capital Outlay	(94,799)	0	0	(94,799)	0.00%
(101-45500-500) Library	(3,298)	0	(1,530)	(1,768)	0.00%
(601-43200-500) Sewer - Capital Outlay	(1,300,000)	0	(1,200)	(1,298,800)	0.09%
Total Capital Outlay	(2,827,264)	(225,103)	(349,466)	(2,477,798)	12.36%
<u>Less: Other Items:</u>					
Operating Transfers (General Fund to Sewer Fund)	0	0	0	0	0.00%
Total Operating Transfers Between Funds	0	0	0	0	0.00%
<u>Less: Depreciation/Amortization</u>					
(601) Depreciation	(225,000)	0	0	(225,000)	0.00%
Adjusted Expenditures	\$ 3,051,940	\$ 265,290	\$ 1,207,647	\$ 1,844,293	39.57%
Linear Assumption (5 Month/12 Months) = 41.67%	41.67%	\$ 2,831,670			-2.10%



CROSSLAKE POLICE DEPARTMENT

MONTHLY REPORT

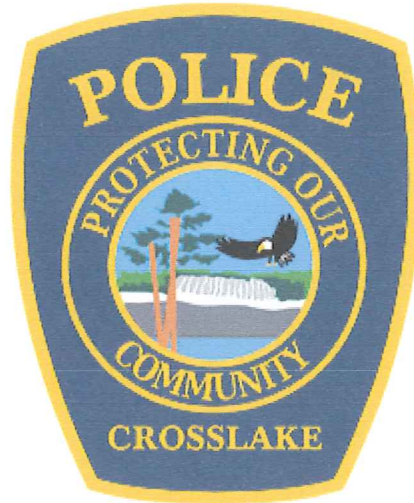
May

2019

Crosslake Police Department
Monthly Report
May 2019

911 Hangup	2
Agency Assist	20
Alarm	16
Animal Bite	1
Animal Complaint	4
Assault	1
ATV	1
Burning Complaint	1
Civil Problem	2
Compliance Check	1
Counterfeit	1
Criminal Sexual Cond	1
Damage To Property	4
Disturbance	2
Domestic	2
Driving Complaint	5
Ems	21
Escort	1
Fire	2
Fireworks	1
Found Property	1
Gun Permits	3
Harass Comm	1
Information	17
Intoxicated Person	1
Licensing	14
Parking Complaint	2
Personal In Accident	1
Property Damage Acc	3
Public Assist	5
Suicidal Person	3
Suspicious Person	5

Theft	3
Traffic Citations	5
Traffic Warnings	46
Vehicle Off Road	1
Welfare Check	4
Total	204



CROSSLAKE POLICE DEPARTMENT

MISSION TOWNSHIP MONTHLY REPORT

May
2019

**Crosslake Police Department
Mission Township Monthly Report
May 2019**

Agency Assist	3
ATV	1
Driving Complaint	3
Ems	4
Garbage Dumping	1
Information	1
Motorist Assist	1
Suspicious Activity	1
Traffic Citations	6
Traffic Warnings	45
Total	66



City of Crosslake, Minnesota
FIRE DEPARTMENT

B.7.

June 2019

Memo

RE: May Fire Department Training / Activities

To: Mayor, City Council Members

Training:

May 5, 2019: Pump Operations

May 5, 2019: North Air Care Conference – Brainerd Airport

May 22, 2019: Auto Extrication Hands on Training

May 29, 2019: EMS Quarterly Training

Activities:

May 18, 2019 – Golden Horizons Breakfast

NFPA 1021 Officer Training: Seth Wannebo, Joel Carlton

Crow Wing County Chiefs Meeting

Building Committee Meetings continued with WSN and Hytec.

Thank you,

Chip Lohmiller

Chief

Crosslake Fire Department





Crosslake Fire Department

Date: May 2019

Incidents

Description of Incident	Calls	YTD
3 - Rescue & Emergency Medical Services		
311 - Medical Assist - Assist EMS Crew	17	92
300 - Rescue, EMS Incident	1	3
322 - Motor Vehicle Accident with Injuries	1	4
324 - Motor Vehicle Accident with No Injuries		
340 - Search for Lost Person		1
362 - Ice Rescue		
326 - Snowmobile Accident With Injuries		
Total:	19	100
1 - Fire		
111 - Building Fire	1	1
111 - Building Fire (Mutual Aid)		2
114 - Chimney Fire		
112/118/113 - Fire Other		
143 - Grass Fire/Wildland Fire	3	5
131 - Automobile Fire		
Total:	4	8
4 - Hazardous Condition (No Fire)		
411 - Gasoline or other Flammable Liquid Spill		
412 - Gas Leak (Natural Gas or LPG)		4
444 - Power Line Down/Trees on Road		
Total Hazardous Condition:	0	4
5 - Service Call		
571 - Cover Assignment, Standby		1
561 - Unauthorized Burning		
550 - Public Assist	4	12
Total:	4	13
6 - Good Intent Call		
611 - Dispatched and Cancelled en route		5
600 - Good Intent Call	1	1
609 - Smoke scare, Odor of smoke		
Total:	1	6
7 - False Alarm & False Call		
743 - Smoke Detector Activation - No Fire		8
746 - Carbon Monoxide Detector Activation - No CO		2
731 - Sprinkler Activation due to Malfunction		
Total:	0	10
8 - Severe Weather & Natural Disaster		
814 - Lightning Strike (No Fire)		
Total:		
Total Incidents:	28	141

B.8.

MONTHLY PLANNING & ZONING STATISTICS - CROSSLAKE

PERMITS	May-2019	Year-to-Date 2019	May-2018	Year-to-Date 2018
New Construction (Dwellings)	3	9	3	12
Septic - New	2	5	4	8
Septic Upgrades	6	9	2	4
Porch / Deck	9	20	10	21
Additions	4	7	0	2
Landscape Alterations	5	10	3	5
Access, Structures	7	13	7	16
Demo/Move	0	8	1	7
Signs	1	3	1	3
Fences	1	1	2	3
E911 Addresses Assigned	12	17	7	12
Total Permits	50	102	40	93

ENFORCEMENT / COMPLAINTS	Year-to-Date 2019	Year-to-Date Closed	Year-to-Date Open	Year-to-Date % Closed
Enforcement	1	0	0%	0%

CUSTOMER SERVICE STATISTICS	May-2019	Year-to-Date 2019	May-2018	Year-to-Date 2018
Counter Visits	108	278	107	281
Phone Calls	256	696	198	490
Email	84	248	65	211
Total	448	1222	370	982

Call For Service	10	18	8	19
Shoreland Rapid Assessment Completed (Buffer)	5	9	5	8
Stormwater Plans Submitted	10	23	11	21
Site Visits	64	134	37	129

COMPLIANCE SEPTIC STATISTICS	Year-To-Date Received 2019	Year-To-Date Failed 2019	Year-To-Date Received 2018	Year-To-Date Failed 2018
Septic Compliance Inspections	53	0	39	1
Passing Septic Compliance Percentage		100%		97.4%

PUBLIC HEARINGS	May-2019	Year-to-Date 2019	May-2018	Year-to-Date 2018
DRT	4	10	2	5
Variance	3	6	0	5
CUP/IUP	0	0	0	2
Land Use Map	0	0	0	0
Subdivisions (Metes & Bounds; Preliminary; Final)	2	2	0	2
Consolidations/Lot Line Adjustments	0	1	2	4



B. 9.

STATED MINUTES

City of Crosslake Planning Commission/Board of Adjustment

April 26, 2019
9:00 A.M.

Crosslake City Hall
37028 County Road 66
Crosslake, MN 56442

1. Present: Chair Mark Wessels; Vice-Chair Mark Lindner; Bill Schiltz; Jerome Volz; and Liaison Council Member Aaron Herzog
2. Absent: Joel Knippel
3. Staff: Jon Kolstad, Environmental Services Specialist and Cheryl Stuckmayer, Customer Service Specialist
4. 3-12-19 Minutes & Findings – **Motion by Lindner; supported by Schiltz to approve the minutes & findings as written. All members voting “Aye”, Motion carried.**
5. 3-22-19 Minutes & Findings – **Motion by Lindner; supported by Schiltz to approve the minutes & findings as written. All members voting “Aye”, Motion carried.**
6. Agenda amendment; Crosswoods Development LLC applications (Variance & CUP) withdrawn – **Motion to accept by Wessels; supported by Schiltz. All members voting “Aye”, Motion carried. Lindner suggested an evening if special meeting is to be scheduled.**
7. Old Business- Variances are heard on their individual requests, past variances hold no precedents. Commissioners may table the request if needed and an applicant can withdraw their request. If the variance(s) is/are approved, all existing nonconformities will be eliminated and will hereafter be required to follow the variance decision. If a variance is denied the applicant can rebuild the nonconformity as is per the Crosslake Ordinance.
 - 5.1 Robert A & Sheila Cron – Variance setbacks for: lake, road right-of-way, side yard, septic to dwelling and amend approved 9-18-2000 variance
8. New Business
 - 8.1 Crosswoods Development LLC – Variance for a building height and density
 - 8.2 Crosswoods Development LLC - CUP for multi-family dwellings
9. Other Business
 - 7.1 Staff Report

10. Open 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 PC/BOA meeting. Speakers must state their name and address. Each speaker is given a three minute time limit.

11. Adjournment

**Robert A & Sheila Cron
14112000001A009**

Wessels announced the variance request and invited Cron, the applicant/owner to the podium, along with his representative, Whirley of RemWhirl. Kolstad read the variance request, project details, comments received, impervious percentage, stormwater management plan submitted, compliant septic system and septic design submitted, history of the parcel and the surrounding parcel history into the record. Cron gave a parcel history, his folks purchased in 1976, family community involvement and family members parcel use. Wessels commented on the basement and dirt moving storage concerns. Lindner remarked on the structure location in relation to the lake and the basement excavation so close to the lake. Lindner stated the depth needed to accomplish the installation of the footings and the additional depth needed for the basement was not significantly different. Volz was concerned on the closeness of the basement to the drainfield. Schiltz questioned if there was any research in the renovation of the current building. Cron stated that the renovation was considered, but not economically feasible and the need for a basement for safety concerns. Schiltz felt the parcel was not large enough to support a large structure or the parking. Wessels summed up the concerns: the basement, erosion possibilities so close to the lake and drainfield, and the size of structure reduction from the original request. Whirley address the basement issue and excavation limitations or guidelines they would use in construction. Kolstad explained a past variance with bluff erosion conditions that could work on this site (post & plywood method) and removal of the dirt spoils from the site. Wessels stressed his concern on the basement procedure and the structure location to the lake. Volz clarified the construction method of installing a basement. Kolstad explained the pervious paver procedure and possible runoff under the pavers, along with the maintenance condition that goes along with the permit process. Wessels opened the public hearing with no response, therefore the public hearing was closed. Wessels requested Kolstad to initiate the findings of fact procedure with the board members deliberating and responding to each question.

April 26, 2019 Action:

Motion by Lindner; supported by Volz to approve the Variance for:

- **Septic tank setback of 9 feet where 10 feet is required to proposed dwelling**
- **Septic drainfield setback of 8 feet where 20 feet is required to proposed dwelling**
- **Road right-of-way setback of 1 foot where 10 feet is required to the proposed septic tank**
- **Road right-of-way setback of 16 feet where 35 feet is required to proposed dwelling**
- **Lake setback of 46 feet where 75 feet is required to proposed:**
 - **Main floor**
 - **Basement/Crawl space**
 - **Upper level**
- **Amend approved September 18, 2000 variance:**

- Road right-of-way of .5 feet where 10 feet is required to existing septic drainfield

To:

- Install a septic tank
- Construct a 2763 square foot dwelling consisting of:
 - 1042 Square foot main floor
 - 685 Square foot upper level, not to exceed a height mid-peak of 20 feet
 - 620 Square foot basement, bottom floor elevation to meet or exceed 1232.5 RFPE
 - 416 Square foot crawl space
- Amend the approved September 18, 2000 variance

Per the findings of fact as discussed, at the on-site conducted on 2-21-19 & 4-25-19 and as shown on the Certificate of Survey received at the Planning & Zoning office dated 4-1-19 located at 12147 Anchor Point Road, Crosslake, MN 56442

Conditions:

Chapter 26 – Land Use; Sec. 26-227 Variance Decision - Variances must be substantially completed within two years of receiving approval – the approval of this variance will expire on 4-26-21

1. Implement and maintain the required shoreline rapid assessment model results of 15 feet on 70% of the shoreline width as shown on the certificate of survey dated 4-1-19
2. Provide an elevation certificate (Supplemental Data Form) by a certified surveyor showing that the lowest floor meets the required Regulatory Flood Protection Elevation (RFPE) according to the city land use ordinance
3. At a minimum shoring to be in place along the south side of the basement during excavation to protect the existing septic drainfield from collapsing
4. Double erosion control in place to include silt fence and posts & plywood– plywood shall be flush with the ground and held in place by wood posts 2-ft back from the top of the bank along the shoreline. Silt fencing shall be between the construction and the plywood erosion control
5. Spoils from the excavation of footings and the basement shall not be stored on site
6. Reconstruct and maintain fence to keep traffic off of the existing septic drainfield and tank. Keep construction materials, vehicles and debris off of the drainfield at all times

Findings: See attached

All members voting “Aye”, Motion carried.

Other Business:

1. Staff report
 - a. Monthly city council report
 - b. Development Review Team (DRT) had three April monthly meetings
 - c. Five May public hearing application(s): 3 variances, 1 metes & bounds, 1 preliminary plat
 - d. Veterinary hospital received a permit for a sign and explained an addition is planned for the future
 - e. National Loon Center – USACE lease will be requiring they follow all Land Use Ordinance requirements

Open Forum:

1. Herzog gave an update as to the new Crosslake City Hall building committee results and the liquidation of such. The city department heads and Kevin Sedivy, Crosslake resident, will take over the remaining details on the buildings. Herzog asked for any details pertaining to the rumors of Essential Health's plans here in Crosslake. Kolstad explained past staff discussions with Essential Health staff members.

Matters not on the Agenda:

1. There were no matters not on the agenda

Motion by Wessels; supported by Schiltz to adjourn at 10:07 A.M.

All members voting "Aye", Motion carried.

Respectfully submitted,

Cheryl Stuckmayer

Cheryl Stuckmayer
Customer Service Specialist

Parks, Recreation/Library Commission Minutes

Wednesday, May 22, 2019

2:00 PM at the Crosslake Community Center

Members Present: Mic Tchida, Darrell Shannon, Joe Albrecht, Sandy Melberg, Ann Schrupp, Mayor Dave Nevin and Parks and Recreation/Library Director, TJ Graumann

I. Meeting Called to order at 2:00 pm.

II. Approval of April Minutes

Motion to Approve April Minutes as written: Shannon/Schrupp Favor: All

III. Park Dedication

- 1) Keil Subdivision—Map of requested subdivision presented and discussed.

Motion to accept cash in lieu of land for Keil Subdivision, contingent upon approval of subdivision request by Planning and Zoning.

Albrecht/Schrupp Favor: All

- 2) Foschi Subdivision---Map of requested subdivision presented and discussed.

Motion to accept cash in lieu of land for Foschi Subdivision, contingent upon approval of subdivision request by Planning and Zoning.

Shannon/Melberg Favor: All

- 3) Gibbs Subdivision--- Map of requested subdivision presented and discussed.

Motion to accept cash in lieu of land for Gibbs Subdivision, contingent upon approval of subdivision request by Planning and Zoning.

Albrecht/Shannon Favor: All

- 4) Miller Subdivision--- Map of requested subdivision presented and discussed.

Motion to accept cash in lieu of land for Miller Subdivision, contingent upon approval of subdivision request by Planning and Zoning.

Schrupp/Albrecht Favor: All

IV. Parks and Library CIP Plan

TJ explained to the Commission some of the details of his work on the Parks Capital Improvement Plan which will be presented to the Council in the near future. This comprehensive outlook is for the needs of the Parks, Recreation and Library Department Capital Outlay from 2020 through 2035.

V. Natural Gas Line Update

The estimate for the completion of the project from the main line to the garden garage is \$1,500.00. Cost of the project from there to the maintenance shop would be an additional \$7,500.00. The Department could hire out the completion of the second phase of the project at a later date however, the City would be responsible for any accrued liability. After consideration, the Council approved the funds to complete the whole project at once.

VI. Spring Update

The regular Spring maintenance tasks are underway at the park. Irrigation is completed, and other projects such as wind screens, ball field maintenance and landscaping are underway.

VII. Staff Update

One new office employee is currently in training. There is still an opening for one more part-time office employee.

The seasonal maintenance position has yet to be filled. Additional options to recruit candidates were discussed.

VIII. Baseball Update

We have one youth baseball team this year. The disappointing numbers of registrations and the lack of volunteer coaches was discussed, as well as ideas for increased program advertising for next season.

IX. Open Forum

A. Open Gym Rentals

Staff is asking the Commission for direction on clarifying policies for Open Gym time. With the increasing popularity of Pickleball has come more requests for rental time in the gym during the scheduled Open Gym time. The Commission directed the Staff to better define Open Gym and asked for a written policy draft to be presented at a future meeting. The Commission also would like to have the draft include the following elements: private rentals be at the discretion of the staff, not to be permitted on holiday weekends, and for non-organized groups. Organized groups of any type should be charged a fee under the current Community Center Fee Schedule.

B. Open House

Mayor Nevin wanted to remind all Commission Members of the Open House scheduled for June 10th to discuss the City's proposed City Hall building plans.

X. Adjourn

Motion to Adjourn: Schrupp/Shannon Favor: All



Public Works Meeting Notes

April 4, 2019

Members Present: Chairman Doug Vierzba, Gary Villella, Dale Melberg, Tim Berg, Tom Swenson

Others Present: Dave Schrupp, Ted Strand, Phillip Martin (B&M), Dave Nevin Mike Lyonais, Dave Reese (WSN), Gordy Wagner

1. **Call to order.** Meeting was called to order at 4:00 pm by Chairman Vierzba.
2. **Approval of March 4, 2019 Meeting Minutes.** Motion by Villella to approve, 2nd by Swenson, all in favor.
3. **Update on Perkins Road.** Reese stated the costs for the Feasibility Study Proposal and the Archeological Study were approved by the council and the work is planned to begin in mid-May. WSN is working on the final cost estimate for the planned road alignment and trail. This cost will be shared with the impacted residents and to be used for council approval of the project. Road alignment could change depending on the findings of the studies discussed above.
4. **Update on Storm Water Project, #66 & Manhattan Point Blvd.** Reese stated the appraisals have been received to obtain a permanent easement or fee title for land necessary to complete the project. Both estimates were between \$6K and \$8K with the higher one being fee title. Next step will be to meet on Monday, 4-8 with the property owner to discuss the options. Construction is not scheduled to begin until after Labor Day 2019.
5. **Appraisal Opinion Report for Assessment Project-Reports Received.** Three project areas were part of the report. 1) County Road #66 from City Hall to CR #16 (Sanitary Sewer and Road Improvements), 2) Big Pine Trail (Road Improvement), 3) East Shore Road/Park Drive (Sanitary Sewer and Road Improvements). A variety of properties were reviewed, with #66 properties being the most diverse; lake shore, non-lakeshore. Ranges were provided for the anticipated benefits to property owners. These 3 reports were circulated to the commission members for review. The reports were prepared by Nagell Appraisal Incorporated of Plymouth Minnesota and were identified as reports V1903001, V1903002 and V1903003. Nagel Appraisal was founded in 1968. A high level summary of the benefits are summarized below. Details are found in the actual reports.

<u>Appraisal Location/Report #</u>	<u>Market Benefit Range per property reviewed</u>
East Shore Road/Park Drive -3001	\$4,000-10,000
Big Pine Trail -3002	\$2,000-10,000
CR #66 to CR#16 -3003	\$4,000-10,000 \$0.05-\$0.50 per SF of site area

Phil Martin suggested that Bolton and Menk take the study they recently completed and plug this study's benefit numbers into the same study to come up with what he called a ***Mock Preliminary Assessment Roll***.

Doug Vierzba asked about assessing residents for work on County Roads. Ted indicated this was new territory for the city at this time. Doug stated he has seen this work in the County of Anoka for those roads with speed limits less than 40 mph. We might need to obtain a legal opinion on this. He stated the County of Anoka paid 50% of the curb and gutter work that took place on the county roads.

Reese commented the highest level of benefit was assigned to lake lot properties and the lower end of the range was assigned to properties that had just installed a new septic system. The SAC charge or connection per ERU was not included in the reports. Reese suggested it would be a good idea to study the impact of the study to a few properties.

Ted stated Moonlite Bay has installed a recording water meter to determine flow in the upcoming months. He has asked the owners of Moonlite Square to do the same but has not heard back from them at this time.

Tom Swenson inquired about the planned process to install Sewer on CR#66 as well as the counties participation in the project. Phil Martin stated an open cut with laterals all the way to the end of the line was the recommended plan if approved. Phil stated the county has been alerted of the need to complete a mill and overlay as well as addressing storm water issues if the project is approved. The road mill and overlay has been planned for 2026 by the county and as a result, the city would have to be the banker for the county's cost until funding could be arranged by the county to reimburse the city.

None of the projects discussed in the Nagel Report are approved at this time. The purpose of this study is to help the city finalize an assessment policy for future roads and sanitary sewer extensions before any new road and sewer projects are approved to proceed. At some point in the future, the Commission will be required to recommend the exact benefit to use on a particular property. The council will have to make a final approval of the benefits to be used in a new assessment policy.

Doug Vierzba discussed his work at looking at two past projects, Anchor Point Road and Manhattan Point Blvd. He stated he has used a benefit amount of \$2,000 on each. Looking at the number of homes on Manhattan Point Blvd, he stated that \$2,000 per home would have covered about 50% of the cost and if we use \$4,000 per home, which is a benefit number discussed in this opinion, the residents would have paid for 100% of the road reconstruction costs. Equivalent numbers for Anchor Point road were 28% and 56%. He felt a benefit of \$4,000 per home would fit well with road projects in the future. Tom Swenson recommended we look at a fixed rate for all lots; to include existing lots and those larger properties that perhaps could be divided into multiple equivalent sized lots. The city would rely on the planning and zoning department to determine how many buildable equivalent sized lots larger properties could yield.

Doug Vierzba suggested the benefit factor we ultimately use should be just under the minimum benefit factors discussed in this opinion report to make it easier to defend should the amount be challenged. He stated that Town Homes should be assessed equally to each unit, but not necessarily the same rate as a single family home.

Ted stated this topic will be on next month's agenda for further discussion.

6. **Other Business as may arise.**

- a. **Old Channel Liquors Site:** The current owner had a pipe break over the winter and has requested the city forgive the February 2019 \$200 bill for sewer. ***Motion** by Melberg, second by Villella, all in favor to recommend to the council the city credit the \$200 bill to the customer.*
- b. **#3 & #66 Intersection potential Upgrade by County.** Ted felt a traffic study is in order as a result of the development in the area and was going to bring this up at the council meeting this coming Monday. He stated Tim Bray (County) has suggested that street improvements may be in order due to the extensive planned development for the area. Mike Lyonais also provided some details on why such a traffic study is necessary. He also indicated this topic will be discussed at the next council meeting.
- c. **Leaf and Yard Waste site at the Joint Maintenance Facility.** Ted stated he wants to reopen the disposal site 2 days per week on a trial basis. Cameras, signage and fencing would be needed to manage the site. Residents only, no commercial haulers, and only yard waste including grass clippings, leaves and small brush/branches would be allowed. Large log dumping would not be allowed. ***Motion** by Villella, second by Swenson to recommend to the council that the site be opened per Ted's plan, all in favor.*
- d. **Other:** Tom Swenson discussed the city's decision to take over the roads in Town Square and the issue of snow removal specifically lack of snow storage areas. Ted stated the snow has been blown into the park area for lack of other area to pile. Tom wants people to be cautious about taking over more of the roads in the Town Square in the future due to the lack of areas to push or plow snow to. Tom also wanted to make sure that the city is included in the County + multiple City contract for crack filling. Ted stated Rob Hall forgot to include Crosslake in the group purchase this year; otherwise we would have been part of the group.

7. **Adjourn.** The meeting was adjourned at 5:20 pm.

Notes by Dave Schrupp



B. 12.

Public Works Meeting Notes

May 6, 2019

Members Present: Chairman Doug Vierzba, Gary Villella, Dale Melberg, Tim Berg, Mic Tchida

Others Present: Dave Schrupp, Ted Strand, Dave Reese (WSN), Dave Nevin, Mike Lyonais, Gordy Wagner, Tom Swenson

1. **Call to order.** Meeting was called to order at 4:00 pm by Chairman Vierzba.
2. **Approval of April 4, 2019 Meeting Minutes.** Motion by Villella to approve, 2nd by Tchida, all in favor. Approved with changes to reflect the County of Anoka rather than the City of Anoka on Page 2, item 5.
3. **Update on Perkins Road.** Strand stated next milestone is completion of the Archeological Study which is expected to be completed by the end of May. No other work will commence until this study is received
4. **Update on Storm Water Project, #66 & Manhattan Point Blvd.** The appraisal report for the needed land at this intersection was provided to the owner of the property. The owner is reviewing the appraised offer for easement/fee title with their attorney and will get back to the city soon. Time is of the essence to complete the project in September. A petition may have to be filed to obtain the necessary land to meet the September completion deadline.
5. **Update on Assessment Ordinance Revisions.**
 - a. Reese and Strand have been reviewing the appraisers data relative to values for improvements
 - b. Reese and Strand have discussed assessments for county road improvements. General feeling was that if not benefit is received to the property owners along county roads then no assessment would be in order.
 - c. Vierzba stated the appraisers benefit to those property owners along county roads was less than residential property owners discussed in the study.
 - d. Extension of sewer to #66/#16 discussed relative to cost sharing with county. Since no approved plans are ready now, any estimates on what the county plans would be and cost are only conjecture at this time. Scope of work needs to be determined such as will the entire road to be removed or not. The County's current plan is mill and overlay in 2026 so cost would be more if total removal would be plan for sewer extension rather than mill and overlay.
 - e. Strand stated the Water Quality/Sewer Committee will be recommending extending the sewer line to the intersection of #66/#16. Strand stated the upgrade would take place in 2020 if approved by the council.
 - f. Water meter discussion. Strand stated Moonlite has had their meter installed since early March and data is being collected. Moonlite Square's meter was installed on May 2. The car wash meter has not arrived as of today.

6. **Discuss Ordinance 353 Re: Temporary Moratorium on City Sewer, Connections which are outside the current service area adopted May 14, 2018.** Strand discussed the reasons for the moratorium and suggested since the city has some direction now on sewer extensions, that the moratorium should be lifted. Dale Melberg saw no reason to continue with the moratorium. Strand concluded that the commission would not object to the lifting of the moratorium and stated he would discuss this at one of the upcoming council meetings.

7. **Other Business:**

- a. **Downtown Development and subsequent Traffic increase:** Strand discussed a recent meeting he attended with Reese, Loon Center representatives as well as Crow Wing County. The County has concerns about the recent as well as future development in the area of #3 and #66 regarding traffic and wanted to understand more about same development. Parking was brought up as an issue should the Loon Center be built on the Corp site. Reese stated the area from the Corp east to Town Square was developed as a Planned Development Commercial District which would have different requirements for future development than other areas in the city, such as zero setback lot lines would be allowed, living quarters above commercial businesses, walking to and from businesses, etc.. Given the development, Reese stated that a Pedestrian Plan would be in order to suggest changes to the area that would allow movement of pedestrians from parking places to business places. Concern was raised by several regarding the impact of the Loon Center to the area given on-site parking was planned for the Loon Center. Reese stated that parking would be in other areas within the Planned Commercial District and visitors would be required to walk to and from the Loon Center. Similar to other downtown areas with the same problem of limited parking in their downtown areas. Reese stated the Corp Lease Agreement requires a traffic study be completed before any construction could commence on the center. Strand stated he was going to discuss the need for a Pedestrian traffic study at the next council meeting.
- b. **Capital Plan.** Strand stated he is working with Reese regarding roads and crack sealing and has the bid sheets from the county that provide the best pricing for crack sealing contractors.
- c. **Leaf and Yard Waste site at the Joint Maintenance Facility.** Strand said fences and gates are in place and he plans to open the site 2 days a week, Friday and Saturday. Some signage has been installed and some is yet to arrive. He has plans to hire someone on a part time basis to monitor the activity at the site.
- d. **Assessment Policy.** Tom Swenson stated he was in general agreement with Vierzba's email comments regarding assessments. Swenson felt it would be better to have the Improvement hearing first and the Assessment hearing after the project was completed. All in an effort to avoid issues/misunderstandings that surfaced with respect to the Dream Island Project.

8. **Adjourn.** The meeting was adjourned at 5:30 pm.

Notes by Dave Schrupp



B.
13.

May 29, 2019

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

RE: Future County Highway Projects

A new version of our Five-Year Highway Improvement Plan (HIP) has been adopted that now lists projects through 2023. Our department has made a concerted effort to share with all local agencies the projects that are proposed within their jurisdictions. The projects proposed within your jurisdiction, and the assigned project managers for each, are listed below. I have not included 2019 projects in this letter. Feel free to share this information as you please.

2020

CSAH 36 from CSAH 3 to CSAH 37 - the roadway will be reconstructed to meet state aid standards. Coordination has been made to determine a design that is acceptable to the parties involved, and the project has been presented to the City Council. Jordan Larson is the project manager. Email - jordan.larson@crowwing.us.

CSAH 37 from CSAH 36 to CSAH 3 - this will be a resurfacing project with other improvements as needed. Jordan Larson is the project manager.

We will also be continuing with our annual pavement marking and seal coat contracts. In 2019, six local agencies are involved in our seal coat contract, and one with our pavement marking contract. If your agency is interested in including roadways to the contracts in the future, please inform this office by November of the preceding year.

In addition, we have attended numerous meetings related to future aesthetic and storm water improvements throughout the city, and plan to continue doing so.

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

Sincerely,

Robert Hall

Assistant County Engineer

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

Our Vision: Being Minnesota's favorite place.

Our Mission: Serve well. Deliver value. Drive results.

Our Values: Be responsible. Treat people right. Build a better future.

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

Crosslake Economic Development Authority
Meeting Minutes
8:30 A.M. May 1, 2019 Crosslake City Hall

Members present: Dean Fitch, Patty Norgaard, John Gunstad, Jim Funk, John Andrews
Others present: Josh Netland, Crosslake Communications/ECTC General Manager; Sheila Haverkamp, BLAEDC Executive Director; Allison Royce, Ideal Township Deputy Clerk-Treasurer; Martha Steele, Mission Township resident

The regular monthly meeting of the Crosslake EDA was called to order at 8:35 A.M. by Dean Fitch.

A motion was made by John Gunstad and seconded by Jim Funk to approve the minutes of the March 7, 2019 meeting. No discussion. Motion carried with all ayes.

A motion was made by Patty Norgaard and seconded by John Gunstad to approve the minutes of the April 3, 2019 meeting. Thoughts surrounding the workshop included the importance of hearing and learning from each other, to keep working on funding and building relationships with community leaders. Patty Norgaard suggested that the Housing Committee invite Jennifer Bergman, Executive Director of the Brainerd HRA, to speak to the group. Motion carried with all ayes.

Program:

Small Business Initiative Marketing Plan

Presented by Dean Fitch and John Gunstad.

Mission Statement: To develop and promote the economic growth and welfare of Crosslake while protecting the environment.

Plan Outline:

Purpose: To develop and implement a Small Business initiative (SBI) for greater Crosslake. Since moving to the Unified Fund, the EDA's purpose has shifted to promoting development rather than being a gap funder.

Developed: To assist and promote small business in the greater Crosslake area. The plan requires that EDA identify home based and emerging businesses that will grow and prosper whether they are based full time in the Crosslake area or seasonal visitors.

Plan Approach: This effort will first identify potential businesses that fit our criteria. These businesses may be currently in the community or come from outside the area. We recognize that there may be many business owners and managers that have a seasonal tie to the greater Crosslake area. It would be our purpose to encourage the seasonal resident to move some or all of their businesses to Crosslake.

Identifying Businesses: We would use a variety of promotional and marketing tools to engage these organizations.

Implementation: Develop a robust "story" about great Crosslake and its business climate. This "story" would be used by BLAEDC and ourselves to promote the Crosslake area. The information would be added to our current Small Business Initiative package. This information would be used in all our PR, advertising and marketing efforts.

--Cost: Minimal

Execute PR campaign: Release regular articles to local newspapers, TV, radio and digital media. Releases to be sent out monthly. Initial topics could include the "story"; resources available for the businesses; meeting and work areas at Crosslake Communications; BLAEDC successes; articles about other communities' support of a Small Business Initiative plan; local business successes and the many amenities available in Crosslake.

--Cost: minimal (press releases written by EDA, outside sources to releases every 4-6 weeks)

Advertising: Reminders would be in local papers, on radio and in digital media to keep our message in front of potential businesses. These ads would be run every six weeks.

--Cost: to be determined

Target Mailers: Used to identify potential businesses and engage these business owners. Mailers would be targeted to full time and seasonal residents. Mailers would invite businesses to learn more about our services.

--Cost: absorbed by Crosslake Communications

Improve and Develop: A website that would link to BLAEDC, City of Crosslake and Crosslake Chamber of Commerce.

--Cost: absorbed by Crosslake Communication

Digital Marketing: An effort to promote Crosslake and its business climate.

--Cost: absorbed by Crosslake Communication

Mentoring: Reaching out to support businesses that require additional guidance will be offered. Much of this help will be rendered by referring businesses to resources available in the area.

--Cost: no cost

Follow up and Assessment: Develop a model to evaluate the effectiveness of each tool used to carry out our plan. Develop a measuring system to evaluate the economic impact on the greater Crosslake area.

Small Business Initiative: Evaluation starting every six months beginning December 2019.

A modified version of this plan will be presented to the City Council. Other comments included recognizing that Crosslake Communications has been instrumental in the development of this initiative, that connectivity among the players is key and stressing the importance of the website and up to date links.

Sheila Haverkamp shared that BLAEDC has started using flags to highlight the Unified Fund and that flags are a great tool to promote a message. Allison Royce spoke about making a connection and reaching out by "welcoming home" being a link to the community. A motion was made by Patty Norgaard and seconded by John Gunstad to spend \$300 on a "Welcome Home" flag to be installed at the Chamber of Commerce premises (with their permission) to be installed by the end of May. Cost to be borne by EDA. Ideas needed for the message on the back side of the flag. Motion carried with all ayes.

Updates:

Regional Workshop

The follow up meeting in November will focus on the top four concerns: Housing, Infrastructure, Telling Our Story and Funding Sources.

Budget Plan 2019

Planning will be discussed at the June meeting.

Calendar Update

Calendar of Events

- | | |
|------------|--|
| • January | Bill Brekken |
| • February | Cancelled due to weather |
| • March | BLAEDC Annual Update |
| • April | Regional Workshop |
| • May | Small Business Initiative Update (SBI) |
| • June | Preliminary planning for 2020 Council Budget and Comprehensive Plan discussion |

- **July** No meeting
- **August** Approve final 2020 recommendation budget to council
Program: Intelligent Community Forum - BLAEDC
- **September** SBI process review and Prep for Workshop
- **October** Regional Workshop
- **November** Green Step City Update/Comp Plan Review Update
- **December** Small Business Initiative Evaluation

GreenStep City Review

Martha Steele shared that the City of Crosslake had been awarded Step 2 based on the Best Practices reported. Public recognition of Crosslake's efforts to be held in Duluth in June. Best Practices need to be identified and targeted for the next step.

Announcements:

City Council Meeting – May 13

There being no further business or announcements, Dean Fitch adjourned the meeting at 10:00 A.M.

Martha Steele
Volunteer

SCORE REPORT FORM

B. 15.

Mo./Yr.

April

2019

CROSSLAKE REPORT

Organization:

Waste Partners, Inc.

PO Box 677 Pine River, MN 56474

Contact Person:

Eric Loge

Ph: (218) 824-8727

Fax: (218) 587-5122

Materials delivered to:

Cass County - Pine River Transfer Station

Cardboard & Mixed Paper - LDI or Rock-Tenn

Metal - Crow Wing Recycling or Pine River Iron & Metal

RESIDENTIAL

COMMERCIAL

Total Paper : (includes)

5,689

Corrugated Cardboard

2,646

Newspaper

-

Mixed Paper (News, Mags, Mixed Mail, CDBD)

3,043

Metal: Appliances, misc...

Commingled Materials: (includes)

16,958

%

lbs

5%

Metals- Aluminum Cans

848

21%

Tin Cans

3561

61%

Glass-

10344

Clear bottles

Green bottles

brown bottles

10%

Plastic - #1 & #2 bottles

1696

3%

Rejects

509

100%

16958

Total LBS.

22,647

0

Total Tons

11.32

0

OUT OF COUNTY Waste Disposal

Final Destination:

N/A

Disposal Site Permit # :

Tons Delivered:

NONE

Total Number of

Households

Served this Month

1053

	Trash		Recycling		20,838	116,110
	Accounts	Rate	Accounts	%	Paper	Commingle
BRD	2917	70%	2047	36%	7,560	42,126
BAX	1867	95%	1771	31%	6,541	36,446
B.P.	663	98%	650	12%	2,401	13,377
P.L.	495	67%	331	6%	1,223	6,812
C.L.	1053	78%	824	15%	3,043	16,958
C TWNSP	0	0%	0	0%	1,426	1,230
NIS	85	22%	19	0%	70	391
	7080	80%	5642	100%		

B.16.

BILLS FOR APPROVAL
June 10, 2019

VENDORS	DEPT	AMOUNT
Ace Hardware, rotary access kit, dremel cutter	PW	108.43
Ace Hardware, bolt cutter, pickup tool	Park	61.45
Ace Hardware, hardware	PW	2.34
Ace Hardware, plug	Park	3.79
Ace Hardware, marking spray	PW	19.77
Ace Hardware, tool set, pliers	PW	32.47
Ace Hardware, shovel	Park	11.91
Ace Hardware, drill bits	PW	84.97
Ace Hardware, rakes	PW	67.96
Ace Hardware, power tool	PW	100.00
Ace Hardware, pvc cap	Park	2.79
Ace Hardware, cap	Park	1.39
Ace Hardware, galv nipple	Park	1.49
Ace Hardware, hose	Park	8.59
Ace Hardware, tools	PW	95.55
Ace Hardware, gloves	PW	24.57
Ace Hardware, flags, tiedowns	PW	87.95
Ace Hardware, bulbs	Park	8.99
Ace Hardware, trufuel	Fire	191.92
Ace Hardware, fuel, propane, safety vest	PW	70.94
Ace Hardware, chaps, trufuel	Fire	249.79
Ace Hardware, Roundup, trufuel	PW	164.51
Ace Hardware, hearing protection	PW	118.96
Ace Hardware, hardware	PW	49.89
Ace Hardware, roundup	Park	36.99
Ace Hardware, digital clamp meter	Sewer	79.99
Ace Hardware, concrete, feeder	Sewer	86.97
Ace Hardware, hardware	Sewer	1.78
Ace Hardware, tailpiece	Sewer	37.47
AT&T, cell phone charges	ALL	775.08
AW Research, water testing	Sewer	171.90
Baker and Taylor, books	Library	831.41
Birchdale Fire & Security, quarterly monitoring	Gov't	162.00
Birchdale Fire & Security, install camera system at dog park	Park	1,730.00
Blue Cross, health insurance	ALL	20,850.00
Breen & Person, legal fees	ALL	1,575.00
Brownells, parts	Police	85.97
Cassandra Otto, baseball refund	Park	35.00
City of Crosslake, sewer utilities	PW/Gov't	250.00
Clean Team, june cleaning	PW/Gov't	1,207.50
Colonial Masonry, install slab	PW	1,007.00
Council #65, union dues	Gov't	228.00
Cross Tech Manufacturing, truck boxes	PW	320.00
Crosslake Communications, phone, fax, internet, cable	ALL	1,485.85
Crosslake Rolloff, recycling	Gov't	2,695.00

Crow Wing Auto Body, decal removal	Police		290.00
Crow Wing Auto Body, install graphics	Police		196.00
Crow Wing County, tif annual certification	Gov't		100.00
Crow Wing County Recorder, filing fees	PZ		46.00
Culligan, water and cooler rental	PW/Gov't		128.70
Custom Fire, chassis	Fire		71,000.00
Dacotah Paper, janitorial supplies	Gov't		98.92
Dacotah Paper, janitorial supplies	Park		346.76
Delta Dental, dental insurance	ALL		1,348.70
Digital Horizons, audio repair	Park		173.82
East Side Oil, oil recycling	Gov't		50.00
Fastenal, battery kit, impact wrench	PW		659.05
Ferguson, meter	Sewer		769.88
Fire Instruction & Rescue, auto extrication	Fire	pd 5-28	600.00
Fire Instruction & Rescue, ems quarterly training	Fire		600.00
First Supply, solenoid assy	Park		29.02
Fortis, disability insurance	ALL		622.17
Forum Communications, ordinance 357	Admin		31.88
Galls, trauma kit	Police		403.99
Galls, stinger	Police		156.61
Galls, uniform	Police		44.64
Gary Heacox, mileage reimbursement	Council		40.60
Granite Electronics, battery	Fire		80.00
Holden Electric, instll panel, pole, yard light, receptables	Park		4,700.00
Hudson Magic, childrens program	Library		345.00
Kirvada Fire, replace valve	Fire		1,142.31
Kirvada Fire, rebuild tank	Fire		2,348.57
Lake Superior Zoo, childrens program	Library		235.00
Lakes Area Lock and Door, dnd stamped keys	PW		72.00
Mad Science of MN, childrens program	Library		595.00
Marco, copier lease	Park		237.99
Mastercard, Amazon, prime shipping	Park		77.94
Mastercard, Amazon, pickleballs	Park		59.98
Mastercard, Amazon, pickleballs	Park		45.16
Mastercard, BCA, training	Police		75.00
Mastercard, Fleet Farm, disc blade	PW	pd 5-21	37.75
Mastercard, Great American Marine, zodiac part	Fire		19.34
Mastercard, McAfee, anti virus	Sewer	pd 5-21	118.10
Mastercard, Mies Outland, ranger parts	Fire		897.21
Mastercard, Walmart, tennis balls	Park	pd 5-21	80.97
Menards, camera	PW		49.99
Mid American Research, weed killer	Park		624.30
Midwest Machinery, trimmer line	PW		20.95
Midwest Machinery, changed oil, trans fluid, and filters	Park		439.88
Mike Lyonais, reimburse for training	Admin	pd 5-21	152.10
MN BCA, background check	Park	pd 5-29	15.00
MN Fire Service Cert Board, certification exams	Fire		230.00
MN Life, life insurance	ALL		256.90
MN NCPERS, life insurance	ALL		96.00
Moonlite Square, fuel	Fire		30.59
MR Sign, e911 addresses	PW		110.65
Napa, wiper blades	Park		27.98
Nate Deshayes, reimburse for uniform	PW	pd 5-28	342.54

NLES, uniforms	Park		307.00
North Memorial, may subsidy	Gov't		1,100.00
Northland Press, business cards	Gov't		89.32
Northland Press, ordinance 357	PZ		63.75
Northland Press, employment ads	Park		106.92
Olson Thielen, document maintenance	Admin		125.00
Premier Auto, oil change, rotate tires	PW		81.37
Premier Auto, tire repair	Police		19.16
Premier Auto, brakes	Police		1,006.28
Reeds Market, water	Gov't		7.98
Specialty Solutions, fertilizer, grass seed	PW		591.32
Streichers, uniform	Police		149.98
Teamsters, union dues	Police	pd 5-1	205.00
The Office Shop, ink cartridges	Fire		307.92
The Office Shop, sealer, note pads	Admin		13.52
The Office Shop, staples	PZ		2.84
The Office Shop, personnel files	Admin		22.86
TJ Graumann, mileage reimbursement	Park		56.84
Ultimate Safety Concepts, caution tape	Fire		196.90
Upland Advertising, welcome signs	Gov't		1,770.00
US Bank, copier lease	ALL		156.00
Watch Guard, bracket kit	Police		120.00
WSN, stormwater project	PW		1,231.05
WSN, city engineering	PW		4,222.95
Xcel Energy, gas utilities	ALL		577.02
Ziegler, challenger repairs	PW		2,248.02
TOTAL			141,303.27

Crosslake Roll-Off & Recycling Services

May 2019

Mixed											
	Paper	Aluminum	Tin	Glass	Plastic	Metal	Cardboard	Electro	Total lbs	2000#	Total Tons
January	9120	840		0	7180	2620	15900	11840	0	47500	2000
February	0	0		0	6600	1380	11060	3900	0	22940	2000
March	8800	860	1800		0	2140	10620	13301	0	37521	2000
April	8600	0	0	0	6540	2940	9380	13640	0	0	2000
May	7920	720	1360	6360	4560	11640	13820	0	46380	2000	23.19
June								0	0	2000	0
July								0	0	2000	0
August								0	0	2000	0
September								0	0	2000	0
October								0	0	2000	0
November								0	0	2000	0
December								0	0	2000	0

Tires

0

B.17

**NORTH AMBULANCE
CROSSLAKE**

MAY 2019 RUN REPORT

TOTAL CALLOUTS: **62**

NIGHT: 41 DAY: 21

No Loads:	13
Cancels:	05
Fire Standbys:	00
Police Standbys:	00
Transported Patients:	44

CROSSLAKE:	27 (6 No Load, 2 Cancel)
BREEZY POINT:	05 (2 No Load, 1 Cancel)
IDEAL:	00
MISSION:	00
FIFTY LAKES:	02
MANHATTAN BEACH:	01
CENTER:	00
TIMOTHY:	00

MUTUAL AID TO:

PINE RIVER:	17 (3 No Load, 2 Cancel)
BRAINERD:	10 (2 No Load)

BLS TRANSFERS:	00
ALS TRANSFERS:	00

ALS INTERCEPTS (ADVANCED LIFE SUPPORT):

BRAINERD:	00
PINE RIVER:	00
AIRCARE:	01

B.19.

APPLICATION FOR DISPLAY OF FIREWORKS/PYROTECHNIC SPECIAL EFFECTS

Applicant instructions:

This application must be completed and returned at least 15 days prior to date of display.

Name of applicant (Sponsoring Organization): Crosslake Chamber of Commerce

Address of applicant: County Rd 3 & Route 66; PO Box 315; Crosslake, MN 56442

Name of authorized agent of applicant: RES Specialty Pyrotechnics Inc.

Address of agent: 21595 286th Street, Belle Plaine, MN 56011

Telephone number of agent: 952-873-3113

Date of display: July 6, 2019

Time of display: 10:00 PM

Location of display: Cross Lake; Crosslake, MN

Manner and place of storage of fireworks/pyrotechnic special effects prior to display: N/A - Delivered Day of Show.

Type & number of fireworks/pyrotechnic special effects to be discharged:

Minnesota State law requires that this display be conducted under the direct supervision of a pyrotechnic operator certified by the State Fire Marshal.

Name of supervising operator: Maurice Duval

Certificate #: O-0737

I understand and agree to comply with all provisions of this application and the requirements of the issuing authority, and will ensure that the fireworks/pyrotechnic special effects are discharged in a manner that will not endanger persons or property or constitute a nuisance.

Signature of applicant (or agent): Melvin H. H. H. **Date of application:** 6/6/2019

Required attachments: The following attachments must be included with this application:

1. Proof of a bond or certificate of insurance in the amount of at least \$1,000,000.00
2. A diagram of the grounds, or facilities (for indoor displays), at which the display will be held. This diagram (drawn to scale or with dimensions included) must show the point at which the fireworks/pyrotechnic special effects are to be discharged; the location of ground pieces; the location of all buildings, highways, streets, communication lines and other possible overhead obstructions; and the lines behind which the audience will be restrained. For proximate audience (e.g. indoor) displays, the diagram must also show the fallout radius for each pyrotechnic device used during the display.

The discharge of the listed fireworks on the date and at the location shown on this application is hereby approved, subject to the following conditions, if any: _____

Signature of fire chief/county sheriff: _____ **Date:** _____

Signature of issuing authority: _____ **Date:** _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
6/6/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Britton-Gallagher and Associates, Inc. One Cleveland Center, Floor 30 1375 East 9th Street Cleveland OH 44114	CONTACT NAME:	FAX (A/C, No): 216-658-7101	
	PHONE (A/C, No, Ext): 216-658-7100	E-MAIL ADDRESS: info@brittongallagher.com	
INSURED RES Specialty Pyrotechnics Inc 21595 286th Street Belle Plaine MN 56011	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Everest Denali Insurance Company		16044
	INSURER B : JAMES RIVER INS CO		12203
	INSURER C : Maxum Indemnity Company		26743
	INSURER D :		
	INSURER E :		
INSURER F :			

COVERAGES

CERTIFICATE NUMBER: 1794622810

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC			00090431-0	4/1/2019	4/1/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			SI8CA00190-191	4/1/2019	4/1/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$			EXC6034386	4/1/2019	4/1/2020	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				WC STATUTORY LIMITS <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Additional Insured extension of coverage is provided by above referenced General Liability policy where required by written agreement.

Display Date: Saturday, July 6, 2019

Display Location: Cross Lake; Crosslake, MN

Crosslake Chamber of Commerce; City of Crosslake, MN; County of Crow Wing, MN; C&C Boat Works; Kent Carlson-Sand Island

CERTIFICATE HOLDER

CANCELLATION

Crosslake Chamber of Commerce
Cindy Myogeto
County Rd 3 & Route 66
PO Box 315
Crosslake MN 56442

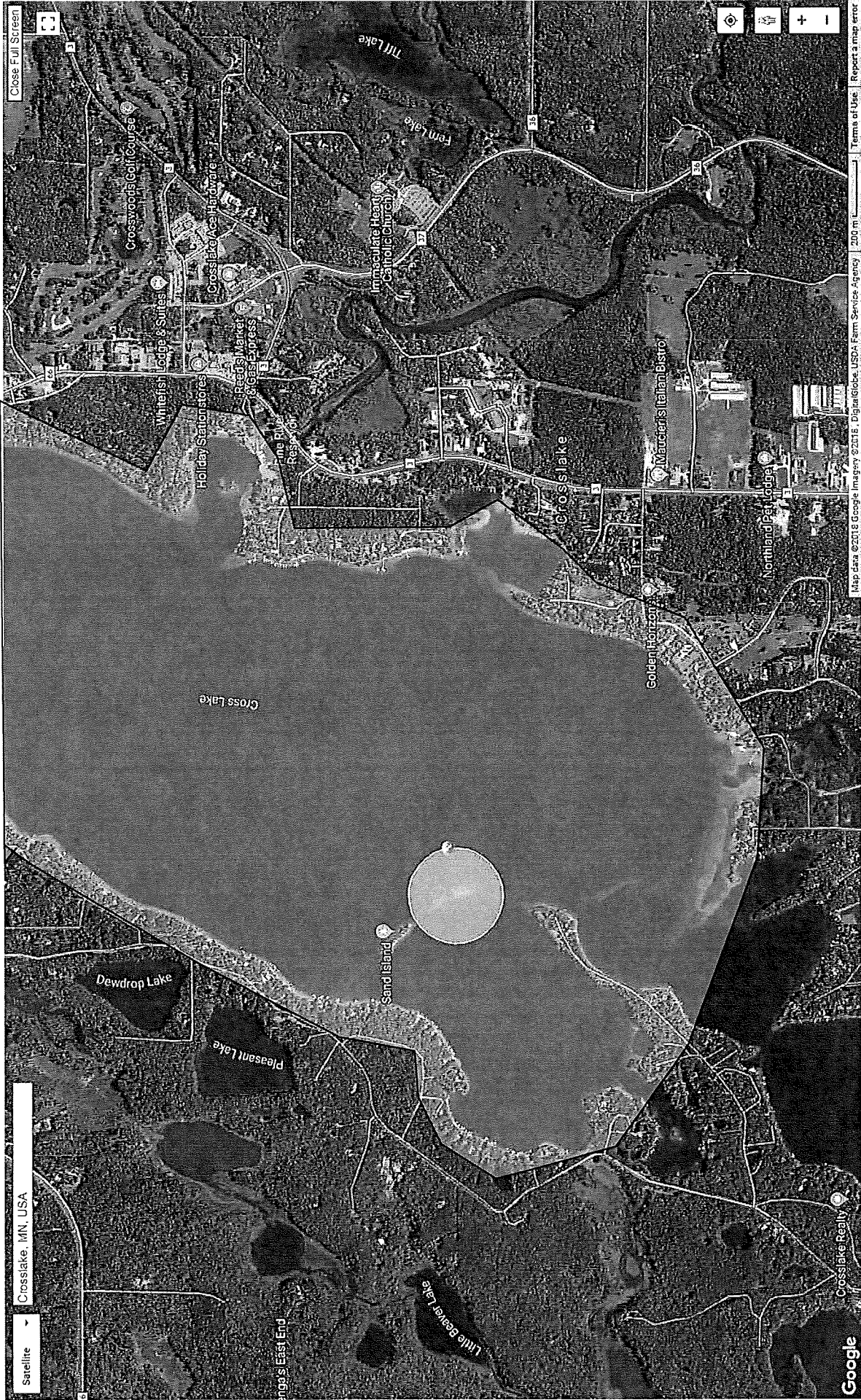
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2010 ACORD CORPORATION. All rights reserved.

Crosslake Fireworks
July 6, 2019

Maximum Shell Size: 8"
NFPA 1123 Radius Safety Zone: 560 ft



RES PYRO

Spectators

Parking

Shoot site

Fallout zone



E. I.

May, 28, 2019

City of Crosslake, Minnesota
37028 Co Rd 66
Crosslake, Minnesota 56442
Attn:

Mayor David Nevin
Council Member John Andrews
Council Member Dave Schrupp
Council Member Gary Heacox

Gentlemen,

I would like to express W Gohman Construction's interest in your proposed new City Hall facility. W Gohman Construction is a third-generation general contractor based in St Joseph, Mn. With offices in Minneapolis and Lake Shore, Minnesota. We respectfully request an opportunity to submit a bid for your project. I've enclosed a brief summary of our company for your review.

If you have any questions, please do not hesitate to contact me.

Sincerely,



Terry B Hanson
General Manager – Northern Region

W Gohman Construction
7673 Interlachen Rd
Lakeshore, Minnesota 56468
terryh@wgohman.com
office: 218-963-6600
cell: 218-232-6311

- GENERAL CONTRACTOR
- DESIGN/BUILD
- CONSTRUCTION MANAGEMENT
- BUILDING + REMODELING

PH: 320 363 7781
FX: 320 363 7207

815 E CO RD 75 • PO 250
ST. JOSEPH, MN 56374

May 28, 2019

Mayor David Nevin and Councilmembers

City of Crosslake

37028 County Road 66

Crosslake, MN 56442

Dear Mayor Nevin and Councilmembers:

As you are aware, we are currently developing and building the new senior housing complex in town. What you may not know is that we build many types of buildings including city halls, community center, fire stations, public works facilities, park facilities and more. I've recently become aware that the city is in the early planning stages of developing some new community facilities and would like to let you know that we would be very interested in talking to you regarding your new project.

We construct buildings both as Construction Managers and as General Contractors, but for a city, there is no more economical way to build a building than using the Construction Management delivery method. I would be glad to attend any future council meeting to explain Construction Management to you in greater detail but following are the highlights.

When using Construction Management, you...

Can select your contractor based on qualifications and compatibility rather than lowest price. The Construction Manager establishes a fee which is not dependent upon the final project cost, but rather based on manpower needs.

Segment a project into multiple bid divisions; usually 35-50 separate divisions; and then select the lowest trade contractor in each bid division.

Have the best opportunity to secure local contractors for the project as they all bid their specialty directly to you.

Receive sales tax savings on construction materials.

Receive any remaining funds left in the contingency account. Additionally, any savings realized during the bidding process are directly passed through to the owner.

Have a temporary construction department at your disposal with only your interest at heart. There is no financial gain to be made by the Construction Manager for making any changes to the project to cut corners.

Can have the Construction Manager involved in the project during the design stage. This includes design and building material suggestions as well as early and accurate estimates. This is highly desirable since most project cost savings are realized during the design phase. Once construction starts, changes usually cost addition funds.

Can "fast-track" a project with an early start and bid the project in phases. This may allow you to get into the ground earlier in the fall to eliminate costs due to frost, freeze and winter conditions. As such you have the same contractor for all phases of the work.

Eliminate any conflict of interest since the Construction Manager does not perform design or trade contracting with their own forces. They are truly in a position to act as your advisor.

Create a project triad consisting of the Owner, Architect and Construction Manager. You hold direct contracts with both the Architect and Construction Manager who work together as your advocates to give you the best project possible at the lowest possible price.

Bradbury Stamm's St. Cloud office has extensive Construction Management experience. We have completed more than 40 Construction Management projects in the last 6 years alone, totaling over \$150 million of construction.

I would welcome the opportunity to meet with you to further discuss the Construction Management process and our capabilities.

Sincerely,

BRADBURY STAMM

A handwritten signature in black ink, reading "Michael Schoenecker". The signature is fluid and cursive, with a large initial 'M' and a long, sweeping underline.

Michael Schoenecker
Vice President

COMPANY OVERVIEW



We balance our individualized approach to project management with nation-leading management techniques, tools and resources. Bradbury Stamm has achieved a reputation for quality by giving attention to all aspects of a project from beginning to end. By making sure that the client always comes first, no matter how large or small the job, we provide quality construction, on time, and at a fair price. Ultimately, our goal is always to exceed our client's expectations so that we are the Contractor of choice, not only for our clients, but for our design teams, subcontractors, suppliers and our associates. We are a financially stable firm in our fourth generation of leadership.

OUR HISTORY

Our Winkelman office was originally founded by Don Winkelman, Sr. and his sons in 1969, providing services in Central Minnesota as a contractor focused on commercial and institutional construction. In 1983, two of the company's long-term employees, Duane Schultz and Keith Schupp, purchased and began to grow the family-owned business. Over the years the Winkelman office built upon its knowledge and reputation to become a regional full-service construction company working primarily in Central Minnesota but also in Wisconsin, North Dakota and Iowa.

In 2017, the firm transitioned to the Bradbury Stamm family of companies. *This transition brings enhanced financial stability, a stronger commitment to safety, nation-leading tools, processes and resources, while maintaining a strong local focus and commitment managed by a tenured local management team.*



THE STATS

- ✓ Established 1923
- ✓ Employees: 200+
- ✓ EMR Rate: 0.81
- ✓ Women Owned
- ✓ #238 on Top 400 Contractors 2018, *Engineering News Record (ENR)*
- ✓ ENR Southwest Contractor of the Year 2017, *Engineering News Record (ENR)*
- ✓ #14 on ENR Southwest Contractors 2017, *Engineering News Record (ENR)*
- ✓ Certificate of Commendation for Excellent Safety Record, *Associated General Contractors (AGC)*
- ✓ LEED AP Staff
- ✓ Certified Healthcare Constructor (CHC)

FINANCIAL STABILITY

BONDING CAPACITY

\$500,000,000 Aggregate
\$300,000,000 Single Project
\$350,000,000 Available

DUN AND BRADSTREET RATING

4A2 - Good \$10-\$50M

OUR TEAM

Bradbury Stamm has a team of over 200 top construction professionals - with 28 located in our St. Cloud office. We are proud to have a balanced team of up-and-coming professionals combined with a large team averaging more than 20 years of true construction management experience. Bradbury Stamm has consistently been named a Top Work Place.

NATION-LEADING TOOLS

Bradbury Stamm Safety Passport™ System
Building Information Modeling (BIM)
Primavera Scheduling
Procore Project Management
Drone Process Documentation
And Much More...



E. Z.

To the Crosslake Police and Fire Depts.

During the early morning hours of May 16, my wife fell and was unable to get up. I called 911 and a Crosslake police officer arrived within ten minutes. He was able to get her back up and into her wheelchair. There were no injuries. A short time later a firefighter arrived along with a first responder and all waited until I had her ready to get back into bed. When they were sure all was OK they left.

I cannot tell you how helpful, professional and personable they were. These people would be welcome in my house anytime.

Please accept these checks as my token of appreciation.

Sincerely,

A handwritten signature in cursive script that reads "Robert G. Johnson". The signature is written in dark ink and is positioned below the word "Sincerely,".

Robert G. Johnson
14759 Backdahl Road
Crosslake

2818 12th St. NW
New Brighton, MN 55112

E. 3.

MEMO TO: City Council

FROM: Mayor Nevin

DATE: June 4, 2019

SUBJECT: VRBO Committee

At the last City Council meeting I suggested that the Council form a committee to research the topic of VRBO's and to make recommendations on how the VRBO's can be regulated within the City. Four community members have volunteered to be on the committee.

I hereby recommend that the City creates a Special VRBO Committee and approve the following appointments to the committee:

Dave Nevin
Blaine Kriesel Jr.
Deanne Furan
Daniel Mattes
Matt Balmer



CITY OF CROSSLAKE
APPLICATION FOR APPOINTMENT TO
VACATION RENTAL BY OWNER (VRBO) COMMITTEE

PERSONAL INFORMATION

Name: Last KRIESEL JR First BLAINE

Address: 37046 BUNKHOUSE RD

Phone: (H) _____ (W) _____ (Cell) 1

Occupation: DIRECTOR REVERSE LOGISTICS Employer: BEST BUY

Email Address: _____

Are you a Crosslake resident or property owner? ☒ Yes ☐ No If yes, ☐ Seasonal ☒ Permanent

If yes, how long have you been a Crosslake resident or property owner? 2 YEARS

Why are you interested in being appointed to this committee?

I HAVE RENTED VRBO'S IN MULTIPLE STATES AND OWN ONE

What strengths and abilities would you bring to this committee? Please include any education and experience that would assist you in serving on this committee.

I HAVE AN MBA IN FINANCE & SUPPLY CHAIN AND HAVE BEEN INVOLVED IN COMMUNITY PROJECTS IN OTHER CITIES

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

HEALTH ISSUES AND AN AGING POPULATION

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

Comments:

I WOULD PREFER IF MEETINGS COULD OCCUR ON FRIDAYS DUE TO WORK SCHEDULE

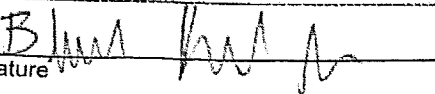
(over)

POTENTIAL CONFLICTS

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

If yes, please explain:

I OWN 4 VRBO PROPERTY, HOWEVER I FEEL THAT A COMMITTEE ON VRBO SHOULD INCLUDE REPRESENTATION FROM THAT GROUP

Signature 

Date 5/31/19

Note: The selection process will vary according to the number of applications and vacancies.

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

Please return application to:

City of Crosslake
37028 County Road 66
Crosslake, MN 56442
218-692-2688 Phone
218-692-2687 Fax

DATA PRACTICES ADVISORY

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



CITY OF CROSSLAKE
APPLICATION FOR APPOINTMENT TO
VACATION RENTAL BY OWNER (VRBO) COMMITTEE

PERSONAL INFORMATION

Name: Last Furan First Deanne

Address: _____

Phone: (H) _____ (W) _____ (Cell) _____

Occupation: Account Executive Employer: SignaPay

Email Address: _____

Are you a Crosslake resident or property owner? ☒ Yes ☐ No If yes, ☐ Seasonal ☒ Permanent

If yes, how long have you been a Crosslake resident or property owner? 6 yrs.

Why are you interested in being appointed to this committee?

*I feel my opinions can be of value.
I hope to try to make things work for everyone*

What strengths and abilities would you bring to this committee? Please include any education and experience that would assist you in serving on this committee.

my experience with VRBO's

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

*To protect people who are
VRBO owners & the
community*

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

Comments:

POTENTIAL CONFLICTS

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

If yes, please explain:

Signature *Deane Gm* Date *05/31/19*

Note: The selection process will vary according to the number of applications and vacancies.

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

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Crosslake, MN 56442
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CITY OF CROSSLAKE
APPLICATION FOR APPOINTMENT TO
VACATION RENTAL BY OWNER (VRBO) COMMITTEE

PERSONAL INFORMATION

Name: Last Balmer First Matt

Address: _____

Phone: (H) _____ (W) _____ (Cell) _____

Occupation: Self Employed - Lands End Employer: _____

Email Address: _____

Are you a Crosslake resident or property owner? ☒ Yes ☐ No If yes, ☐ Seasonal ☒ Permanent

If yes, how long have you been a Crosslake resident or property owner? _____

I have been coming to the Crosslake area (O'Brien Lake) since I was born in 1973, our extended family (great grandmother and grandparents) have been coming here since the mid 1930's. I have lived here full time since our family moved here in 1987.

Why are you interested in being appointed to this committee?

I am a full time resident of Crosslake, and staunch supporter of this town I love. I am a small business owner in the City of Crosslake and I, along with everyone else who lives here in my opinion, have a vested interest in the seasonal visitors and tourism industry that support our great town. I live next to a Vrbo rental cabin. I own a Vrbo rental cabin. I believe I have a unique perspective on all angles of this topic.

What strengths and abilities would you bring to this committee? Please include any education and experience that would assist you in serving on this committee.

I am organized, detail oriented, analytical, open minded, and level headed. I have Board of Director experience with non-profit organizations.

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

I understand the task of this committee is to look into and discuss vacation rental homes within the City of Crosslake. I think that is an important, and complex, topic for the City of Crosslake.

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

Comments:

I am local, and being self employed my schedule is flexible. I don't see any issue that would prevent me from attending meetings.

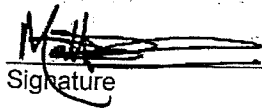
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POTENTIAL CONFLICTS

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

If yes, please explain:

I struggle how to answer this question. I feel any citizen of Crosslake stands to gain, or lose, based on the recommendation of this committee, as any ordinance that effects a visitor's ability to come to Crosslake will have some effect on all of us. I am a small business owner in Crosslake, a vrbo owner in Crosslake, and a resident of Crosslake. I'm hopeful this committee will be made up of a cross-section of Crosslake residents.


Signature

Date

5/22/2019

Note: The selection process will vary according to the number of applications and vacancies.

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

Please return application to:

City of Crosslake
37028 County Road 66
Crosslake, MN 56442
218-692-2688 Phone
218-692-2687 Fax

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CITY OF CROSSLAKE
APPLICATION FOR APPOINTMENT TO
VACATION RENTAL BY OWNER (VRBO) COMMITTEE

PERSONAL INFORMATION

Name: Last Matthes First Daniel

Address: _____

Phone: (H) _____ (Cell) _____

Occupation: Insurance Agent Employer: Self

Email Address: _____

Are you a Crosslake resident or property owner? ☒ Yes ☐ No If yes, ☐ Seasonal ☒ Permanent

If yes, how long have you been a Crosslake resident or property owner? 5 years

Why are you interested in being appointed to this committee?

I feel I can be of some value having gone through this process in Duluth with my home.

What strengths and abilities would you bring to this committee? Please include any education and experience that would assist you in serving on this committee.

I have been through this process as a homeowner and Airbnb Host and actually wrote the ordinance now being used in Duluth. I have a good handle on the potential problems for neighbors, hosts, and the city.

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

The tourism is tantamount for the city of Crosslake and its survival. We cannot afford to limit the number of visitors we receive but we must also be mindful of making sure our own residents do not suffer at the hand of irresponsible hosts. We need to find a balance that will allow for more tourism yet keep the impact on residents as low as possible by empowering them.

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

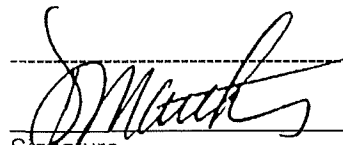
Comments:

(over)

POTENTIAL CONFLICTS

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

If yes, please explain:



Signature

Date 06/05/2019

Note: The selection process will vary according to the number of applications and vacancies.

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

Please return application to:

City of Crosslake
37028 County Road 66
Crosslake, MN 56442
218-692-2688 Phone
218-692-2687 Fax

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E. 4. a.

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, MAY 21, 2018
5:30 P.M. – CITY HALL

The Council for the City of Crosslake met in a Special Session on May 21, 2018. The following Council Members were present: Mayor Patty Norgaard, Gary Heacox, Dave Schrupp, and Dave Nevin. Brad Nelson was absent. Also present were City Administrator/Treasurer Mike Lyonais, City Clerk Char Nelson, Park Director Jon Henke, Public Works Director Ted Strand, Police Chief Erik Lee, and Northland Press Reporter Bill Monroe. There were approximately twenty people in the audience.

Mayor Norgaard called the meeting to order at 5:30 P.M. MOTION 05S1-01-18 WAS MADE BY DAVE SCHRUPP AND SECONDED BY DAVE NEVIN TO ACCEPT THE RESIGNATION OF PARK DIRECTOR JON HENKE EFFECTIVE MAY 31, 2018 AND APPROVE THE PUBLICATION OF AD FOR EMPLOYMENT. MOTION CARRIED WITH ALL AYES. Mike Lyonais reported that applications will be taken until the middle of June and that a new director could be in place by July. Current staff will fill in as needed.

Jon Henke presented a staff report regarding the potential site for a dog park at the newly acquired land at 13950 Daggett Pine Road. Included in the report was the Future Park Plan developed in 2009 and a map showing the distance to the nearby homes from the possible site of a dog park. Mr. Henke stated that the Dog Park Committee was created in response to a suggestion from the MN Design Team and has been working to find a site for a dog park for a year and a half. The Committee researched many other parks and is working on rules and regulations. Jon Henke added that dog parks are normally quiet and officials from Brainerd and Pequot Lakes have reported no issues at their parks.

Frank Cserpes of 15415 Daggett Pine Road addressed the Council and stated that he is concerned about people trespassing onto his property to the north. Jon Henke replied that the park would mark the boundaries with signs.

Gary Nordstrom of 37752 Egret Road addressed the Council to state his and neighbor's concerns regarding the location of the potential park in relation to their homes on Egret Road. Mr. Nordstrom stated that he and his wife have been to many dog parks and that over half of the existing parks have problems cleanliness, fighting and noise. Mr. Nordstrom suggested that the City create an interpretive walking trail on the newly acquired land.

Pam Graves, Peter Graves, and Michael O'Connell, members of the Dog Park Committee, informed the Council that the committee has been preparing a plan for two years, has conducted many site visits, has researched the best practices regarding safety and maintenance and potential drawbacks. The park would be self-monitored. Key fobs could be issued to users so that the City knows who is coming when. Gary Heacox asked if owners needed to be present. Owners would be required to be present, have the dog in their control and may need to be of certain age. The fence would be rounded in the corners so that dogs could not be trapped by others. A park would be good for campers and visitors. They have listened to the nearby residents, answered their

questions, and want to work with them in the development of the park. The park will be built with donations, no City funds.

Marty Hayford of 36400 Butternut Point Road and Jo Smith of 34491 Park Drive spoke in favor of the park and its location. Gary Nordstrom replied that none of the people who are in favor of a dog park live near the potential site.

Dave Nevin stated that he thinks it is a good location but that he doesn't live nearby. Dave Schrupp suggested adding trees and fencing to deter people from wandering to the neighboring properties and installing a security camera. Gary Heacox stated that this was a good spot for the park.

MOTION 05S1-02-18 WAS MADE BY DAVE NEVIN AND SECONDED BY GARY HEACOX TO APPROVE THE LOCATION OF THE DOG PARK ON THE NEWLY ACQUIRED LAND AT 13950 DAGGETT PINE ROAD WITH THE FOLLOWING CONDITIONS: FENCE MUST BE AT LEAST 5 FEET HIGH, NO DEVELOPMENT TO THE WEST OF THE SITE, ADD TREES AND INSTALL SECURITY CAMERA. MOTION CARRIED WITH ALL AYES.

There being no further business at 6:34 P.M., Mayor Norgaard adjourned the meeting.

Respectfully Submitted,

Charlene Nelson
City Clerk

E. 5. a.

**REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, MAY 14, 2018
7:00 P.M. – CITY HALL**

The Crosslake City Council met in the Council Chambers of City Hall on Monday, May 14, 2018. The following Council Members were present: Mayor Patty Norgaard, Dave Nevin, Dave Schrupp, Brad Nelson, and Gary Heacox. Also present were City Administrator Mike Lyonais, City Clerk Char Nelson, Police Chief Erik Lee, Fire Chief Chip Lohmiller, Public Works Director Ted Strand, Park Director Jon Henke, Land Service Specialist Jon Kolstad, City Attorney Brad Person, City Engineer Mike Rardin, WSN Engineer Mark Hallan, Northland Press Reporter Bill Monroe, and Echo Publishing Reporter Theresa Bourke. There were approximately twenty-seven people in the audience.

A. CALL TO ORDER – Mayor Norgaard called the Regular Council Meeting to order at 7:00 P.M. The Pledge of Allegiance was recited. MOTION 05R-01-18 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

B. CONSENT CALENDAR – MOTION 05R-02-18 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE SCHRUPP TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:

1. Special Council Meeting Minutes of April 9, 2018
2. Regular Council Meeting Minutes of April 9, 2018
3. Special Council Meeting Minutes of April 23, 2018
4. City – Month End Revenue Report dated April 2018
5. City – Month End Expenditures Report dated April 2018
6. April 2018 Budget to Actual Analysis
7. Approval to Close Account #7006422 at Blackridge Bank and Use Funds for 2018 Capital Projects
8. Police Report for Crosslake – April 2018
9. Police Report for Mission Township – April 2018
10. Fire Department Report – April 2018
11. North Memorial Ambulance Report – April 2018
12. Planning and Zoning Monthly Statistics
13. Planning and Zoning Commission Meeting Minutes of March 23, 2018
14. Public Works Commission Meeting Minutes of March 5, 2018
15. Pay Request #8 from Eagle Construction for the WWTF Improvements in the Amount of \$309,093.90
16. Crow Wing County Ordinance Regulating the Use of All-Terrain Vehicles in County Road Right-of-Ways
17. Crosslake Park/Library Commission Minutes of March 28, 2018
18. EDA Meeting Minutes of April 5, 2018
19. Crosslake Roll-Off Recycling Report for April 2018
20. Waste Partners Recycling Report for March 2018
21. Resolution No. 18-14 Accepting Donations

22. Resolution No. 18-15 to Adopt for Renewal Existing Liquor License Establishments for 2018-2019
 23. Resolution No. 18-16 to Allow County to Reclassify Parcels as Non-Conservation
 24. Memo dated May 14, 2018 from City Clerk Re: Repurchase Cemetery Lot
 25. Bills for Approval in the Amount of \$198,200.60 and
 26. Additional Bills for Approval in the Amount of \$19,554.96
- MOTION CARRIED WITH ALL AYES.

D. CRITICAL ISSUES

1. Pat Netko of the Connectivity Committee presented the Crosslake Beautification Flower Planter Project which includes fastening flower baskets onto two County bridges. Flowers and planters will be purchased wholesale from Northwedge Nursery. Brackets for the bridges are being custom made by Jeremy Knippel. Solar panels will be installed to water the flowers automatically. The total cost of the project is approximately \$3,872. Northwedge Nursery will donate the planting soil. Sam Shirey will install the solar pumps, panels and tubing. The planters and solar pumps will be removed in the fall. County Engineer Tim Bray stated that the County does not usually allow any hangings on County bridges but that the brackets have been examined and approved. Mr. Bray presented a draft maintenance agreement for the project.

Tim Bray reported that Pat Netko asked the County for a crosswalk at Lake Country Crafts and Cones and that the request was denied. Mr. Bray explained that mid-block crosswalks can be problematic because they are not easily recognized by drivers and pedestrians have a false sense of safety when crossing in a crosswalk. Mr. Bray did approve the painting of a design within the existing crosswalks in Crosslake of either a loon or oars.

Dave Nevin asked if this project was in the budget. Mike Lyonais replied that the City budgeted \$50,000 for potential storm damage and that a portion could be reallocated for this project. MOTION 05R-03-18 WAS MADE BY PATTY NORGAARD AND SECONDED BY DAVE SCHRUPP TO APPROVE THE BEAUTIFICATION OF BRIDGES AT DAGGETT LAKE/CROSS LAKE AND THE BRIDGE AT THE DAM AT A COST NOT TO EXCEED \$5,000. MOTION CARRIED 4-1 WITH NELSON OPPOSED.

C. PUBLIC HEARING – 7:15 P.M. – ROW VACATION

Mayor Norgaard opened the Public Hearing at 7:20 P.M. Items in the packet included the Notice of Public Hearing, the ROW Vacation Application from Aaron and Shannon Patton, the Affidavit of Mailing, and a letter of objection from Carlson & Associates representing Daniel and Carolyn Tenney of 37422 Daggett Court. Attorney Kurt Porter of Severson Porter Law spoke on behalf of the applicant and provided pictures of the area to be vacated. In regards to the letter of objection, Mr. Porter stated that the public purpose of the vacation was to correct the encroachment of the house in the right-of-way, which was allowed by prior Planning and Zoning staff. The Tenney's stated in the letter that the Pattons have blocked the roadway. Mr. Porter acknowledged that this did happen one time by a guest and was corrected immediately.

E. 5. b.

Crosslake Beautification Flower Planter Project

To install 12 - 4 ft. flower planters on 2 bridges (Dam bridge, and Daggett bridge).
3 planters will be planted on the water side of each bridge.

Planters purchased wholesale from Northwedge 12 @ \$40.00 = \$480.00

Plants 12 @ \$65.00 = \$780.00

Brackets custom made by Jeremy Knippel 12 @ \$100 = \$1,200.00 ✓

Solar panels etc. \$1,412.00

Total cost \$3,872.00

Council approved up to \$5000. 2018 expenses = \$4609.55

- Northwedge will donate the planting soil and let us purchase the planters at wholesale cost.
- All plants will be purchased at Northwedge.
- Sam Shirey will do the installation of the Solar pumps, panels, and tubing.
- Jeremy Knippel will assist with the hanging of the brackets.
- Chip Lohmiller has okayed attaching tubing to the existing pvc pipe for water that the fireman have access to.
- Preliminary approval from Tim Bray – County Engineer
- Planters and solar pumps will be removed in the Fall.

Respectfully submitted by Pat Netko - Crosslakers

DATE 05/13/2019 MON TIME 11:32

78X	@ 5.19	
4 Inch Pot T1		\$404.82
20X	@ 5.39	
5 Inch Pot T1		\$107.80
4X	@ 15.99	
Merch T1		\$63.96
2X	@ 25.00	
Gift Cert		\$50.00
TAX1		\$42.52
TOTAL		\$669.10
CHECK		\$669.10

CLERK 1
THANK YOU
002079 00000

THWEDGE

COUNTY ROAD 3
MINNESOTA 56442
norwedge@crosslake.net
Of Job 37:14

DATE _____

E 5/13/19

Слово lake

ON ACCT.	MDSE. RET'D.	PAID OUT	
FION		PRICE	AMOUNT

78 4 1/2

20 5"

4. Bags of Soil 15.99

2 Hrs Labor 25.00

TAX

TOTAL

66910

C PRODUCT 610

All claims and returned goods must be accompanied by this bill.

62659

Thank You

New
invoice
for 2019

No funds
specified
for this
in 2019
Budget

City of Crosslake

RESOLUTION 19-_____

RESOLUTION ACCEPTING DONATION(S)

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

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

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

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

FROM	DONATION	INTENDED PURPOSE
Crosslake Firefighters Relief Assn	\$1,500.00	Aluminum Flatbed ATV Trailer

; 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 10th day of June, 2019.

David Nevin
Mayor

ATTEST:

Michael R. Lyonais
City Administrator
(SEAL)

F. l.

City of Crosslake

From: Mike Lyonais <mlyonais@crosslake.net>
Sent: Thursday, May 30, 2019 2:45 PM
To: 'Jennifer Bergman'
Cc: Char Nelson
Subject: RE: CWC HRA Workforce Housing Study

Jennifer –

Would it be alright if I brought this to our Council and just ask them if one of them would be willing to participate?

Our next regular council meeting is June 10, 2019.

Regards,

Mike L.

Michael R. Lyonais, CPA, CGMA
Administrator/Treasurer
City of Crosslake
mlyonais@crosslake.net
37028 County Road 66, Crosslake MN 56442
Phone: 218-692-2688; Fax 218-692-2687

From: Jennifer Bergman [mailto:jennifer@brainerdhra.org]
Sent: Tuesday, May 21, 2019 2:39 PM
To: mlyonais@crosslake.net
Subject: CWC HRA Workforce Housing Study

Hi Mike,

My name is Jennifer Bergman and I am the Executive Director of the Crow Wing County Housing and Redevelopment Authority (CWC HRA). The CWC HRA keeps hearing that there's a need for workforce housing in Crow Wing County; however, it's just anecdotal information. The Board decided to hire a consultant to explore the needs and hopefully get a better understanding of what our communities/cities need and come up with some recommendations.

The CWC HRA released an RFP for a consultant (see attached). We received 5 responses and now we are getting ready to hire a consultant for the Workforce Housing and Needs Analysis. The purpose of the study is to identify workforce housing needs in Crow Wing County. The study will focus on all 18 incorporated cities including the city of Crosslake. The consultant we selected is Redevelopment Resources who brought a unique approach and has some experience working with employers in similar studies. I'm attaching their proposal so you can see the process and timeline.

I would like to put together a task force to work with the consultant and wondering if you would be willing to participate. I know there has been a lot of discussion recently in Crosslake about workforce housing so I thought it would be helpful to have a representative from Crosslake on the task force. The study will be completed by the end of the year and I would anticipate no more than 6 meetings.

Could you let me know if you or someone else would be available to participate?

Thanks!

Jennifer

Jennifer Bergman
Executive Director
Brainerd HRA
324 East River Road
Brainerd, MN 56401
(218) 824-3425

Email correspondence to and from the Brainerd HRA is subject to the Minnesota Government Data Practices Act and may be disclosed to third parties.

G.I.A.

Date: May 22, 2019

From: Island View Association
Crosslake, MN 56442

To: Crosslake City Council
37028 County Road 66
Crosslake, MN 56442

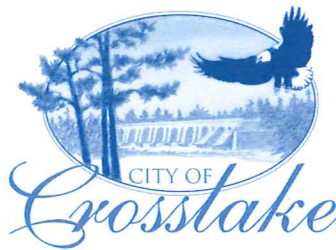
This request is in regards to a variance filed by Island View Association on splitting and selling to adjacent land owners of Outlot B on Crosslake. After meeting with Planning & Zoning in September of 2018 and talking to the city attorney, we requested a continuous until April 2019.

After much discussion and learning of a county ordinance that does not allow adjoining lots separated by a public road to be combined we have decided to withdraw our variance request. The Island View Association would like consideration on our fee of \$500 to be returned to the association.

Respectfully,



Raymond Saeland
Island View Association, Treasurer
7296 Maple Grove Road
Cloquet, MN 55720
218-879-4733



To: Crosslake City Council

From: Zoning Administrator

Date: June 10, 2019

RE: Staff Recommendation for Refund Request

On May 22, 2019, the Island View Association submitted a request to the City Council to receive a refund of application fees submitted by the applicant in September, 2018.

HISTORY:

8/30/2018 – Application received for variance request

9/28/2018 – Application tabled by PC/BOA for additional information from association

10/26/2018 – Application withdrawn at Association request (after publication)

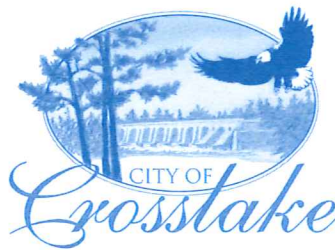
11/20/2018 – Application withdrawn at Association request (after publication)

Due to the staff time involved and costs of processing and publishing the application for the variance on 3 different occasions (twice at the applicant's request), staff does not recommend that the city refund the association's application fee.

A handwritten signature in black ink, appearing to read 'Jacob A. Frie'. The signature is written in a cursive, flowing style.

Jacob Frie
Zoning Administrator

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



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

To: Crosslake City Council

From: Zoning Administrator

Date: June 10, 2019

RE: Staff Recommendation for Public Hearing Refund Requests

At the May 24, 2019 Planning Commission/Board of Adjustment meeting refund requests from applicants for Public Hearings was discussed. The PC/BOA was in agreement with staff that there needs to be a means to capture costs when applications are withdrawn by request of the applicant. The refunds are needed to capture costs associated with staff time, mailing, publication and copying application and related documents.

It is the PC/BOA recommendation that the City Council approve the suggested changes to the Fee schedule and also allow the City Administrator to authorize payment of any fees back to the applicant.

Respectfully submitted,

Jacob Frie
Zoning Administrator

Public Hearing Application Refunds

Once an application has been submitted for a public hearing before the PC/BOA, the following refund policy is in effect:

- If the application is withdrawn within 5 days of the application deadline - 100% of the application fee can be refunded.
- After 5 days and prior to publication submittal of the application, the applicant may withdraw the application and ask to receive no more than 50% of the application fee.
- After publication of the public hearing date, applicant can withdraw or ask to reschedule their application but will not receive a refund of their application fee(s). Rescheduling or resubmittal shall require an additional application fee.

When an application is tabled by the PC/BOA – the applicant shall not incur any fees because of the rescheduling of the public hearing. Any changes requested by the applicant must be submitted in writing to the Planning and Zoning Department.



City of Crosslake

Planning Commission/Board of Adjustment

Summary of Record

Bennett L & Jill B Gibbs – Lot 6, Block 1, M and D Addition to Crosslake, Section 28, at 34076 County Road 3, Crosslake, MN 56442

Request:

Approve the preliminary plat of Pine Ridge Plaza of parcel 14280526 involving 71,264 square feet into 8 tracts

Chronology of events:

- April 9, 2019 – Development Review Team Meeting
- April 18, 2019 – Application submitted
- May 1, 2019 – Notices sent out
- May 7 & 9, 2019 – Published in local newspaper
- May 23, 2019 – Planning Commission/Board of Adjust on-site
- May 24, 2019 – Planning Commission/Board of Adjust meeting – Decision made to recommend approval for the preliminary plat of Pine Ridge Plaza of parcel 14280526 involving 71,264 square feet into 8 tracts
- June 10, 2019 - Crosslake City Council Meeting -Decision to approve the preliminary plat of Pine Ridge Plaza of parcel 14280526 involving 71,264 square feet into 8 tracts

Packet Information:

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

Correspondence:

- No correspondence received

Terry J. Betley
Land Surveyor
Aitkin County Abstract Company Building
112 Third Street NW
Aitkin, Minnesota 56431
Telephone: (218) 927-6359
Telefax: (218) 927-6211
terry.betley@gmail.com

June 4, 2019

Crosslake City Council
Crosslake, Minnesota 56442

Honorable Mayor and Members of the Council:

On June 4, 2019, I reviewed and checked the proposed final plat **PINE RIDGE PLAZA**, regarding the following items:

1. Certification by Licensed Land Surveyor.
2. Mathematical closure of the outside boundaries of the plat and the outside boundaries of the lots, blocks and outlots, if any therein.
3. Lot and block numbering.
4. Boundary line designation.
5. Sufficient mathematical data necessary to locate and retrace all interior and exterior lines.
6. All curve data, if applicable.
7. Dedication as compared with the plat graphics.
8. Scale of drawing.
9. Street and easement dedication and widths, if applicable.
10. Required monuments shown on plat.
11. Scale, north arrow and basis for bearings shown on plat.
12. Water elevation and benchmark, if applicable, shown on plat.
13. I find the plat to agree substantially with Minnesota Statutes 505.02 and the MSPS Plat Manual regulating the above data.

Respectfully submitted,



Terry J. Betley, Land Surveyor
Minnesota Registration No. 15811



STAFF REPORT

Property Owner/Applicant: Bennett L & Jill B Gibbs

Parcel Number(s): 14280526

Application Submitted: April 18, 2019

Action Deadline: June 16, 2019

City 60 Day Extension Letter sent/ Deadline: N/A / N/A

Applicant Extension Received / Request: N/A / N/A

City Council Date: June 10, 2019

Authorized Agent: Paul Herkenhoff of Lakes Area Surveying LLC

Request: To subdivide parcel #14280526 involving 71,264 square feet into 8 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 4-9-19:

- Property is located at 34076 County Road 3, Crosslake, MN 56442
- Proposed to split the parcel into 8 parcels plus existing commons area
- Access from County Road 3
- If your parcel is located within a plat and/or an organization that has restrictions, you would need to verify those restrictions and clarify that your request is approved by that organization
- Any recorded easement to be noted on the survey
- Preliminary declaration by Brad Person
- Title commitment needed for CIC plat
- There is a certificate of installation dated 4-24-06 which is beyond the five year requirement, a septic compliance inspection is need or a winter window agreement
- Wetland Delineation is a requirement or a no wetland statement/letter
- Planning Commission/Board of Adjustment will make a recommendation to the Crosslake City Council on the preliminary plat
- Failure to record a signed deed(s)/mylar within 2 (two) years of subdivision approval by the city council shall void the approval of this plat

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

1. A certificate of survey meeting the requirements outlined in Article 8, Sec. 26-222 of the City Land Use Ordinance
2. A certificate of survey meeting the requirements outlined in Chapter 44 of the Code of Ordinances of the City of Crosslake
3. An authorized agent form completed, signed and dated
4. Wetland delineation and a septic compliance inspection
5. A complete variance and subdivisions application with all required paperwork
6. The commercial public hearing fee: Preliminary \$750 + \$150 per new lot; Final \$750 + \$50 per new lot; variance \$500
7. Upon recommendation from the Planning Commission/Board of Adjustment to the City Council and before the city council meeting a park dedication fee of \$1,500.00 or 10% of land per new lot or a combination thereof as outlined in Chapter 44, Sec. 44-402 is required for newly created lots

Parcel History:

- M and D Addition to Crosslake established in 1996
- November 2005 – Land clearing 20 feet around new building site and parking
- December 2005 – Construction of a 11,280 sq ft commercial building, E911, and septic system
- May 2006 – Construction of a 8 x 12 free standing sign
- June 2006 – Sign for business – 6' x 1.5' over door of business

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:

Encourage sustainable development, that would maintain the communities character and respects the environment including natural topography, suitable soils and avoids such areas as wetland, flood plains erodible steep slopes and bluffs; strengthen the distinction between urban growth and rural countryside and guide new development in ways that promote and enhance land use compatibility; support the infill and redevelopment of areas within the city in an effort to leverage existing infrastructure investment; identify areas and phases of development in a manner that addresses the cost of providing public services; identify and prioritize significant view-sheds and develop alternative approaches to preserve them while permitting reasonable use and development of privately owned lands (page 19)

Agencies Notified and Responses Received:

County Highway Dept: No comments were received as of 5-14-19

DNR: N/A

City Attorney: No comments were received as of 5-14-19

City Engineer: N/A

Lake Association: No comments were received as of 5-14-19

Township: N/A

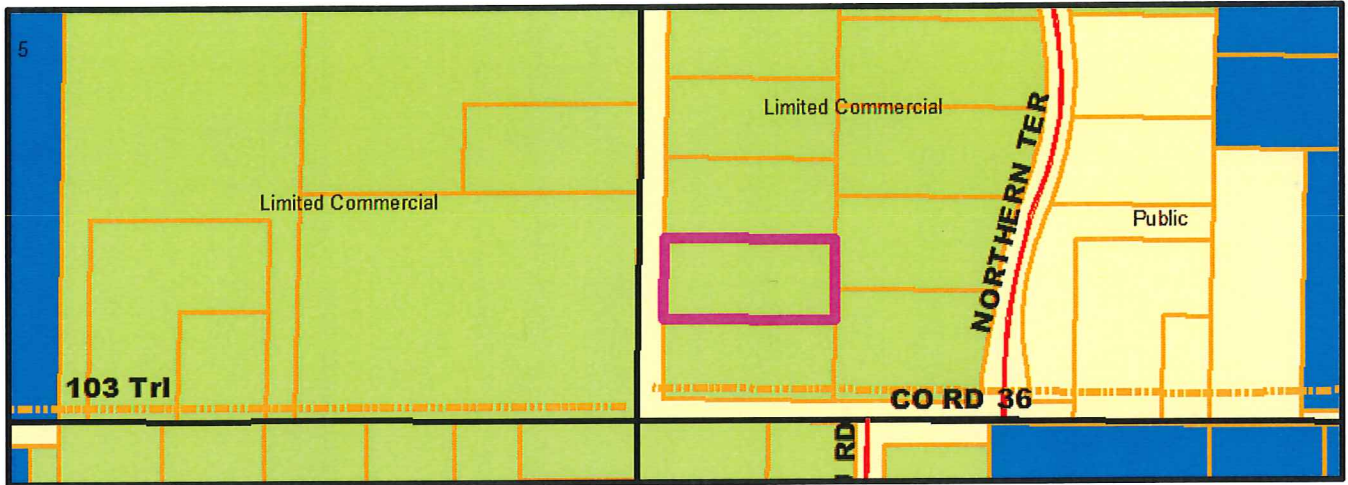
Crosslake Public Works: No comments were received as of 5-14-19

Crosslake Park, Recreation & Library: No comments were received as of 5-14-19

Concerned Parties: No comments were received as of 5-14-19

POSSIBLE MOTION:

To make a recommendation to the Crosslake City Council to approve/table/deny the subdivision of parcel #14280526 involving 71,264 square feet into 8 tracts located at 34076 County Road 3, City of Crosslake



Staff Report
Crosslake Parks and Recreation

Date: May 28th, 2019

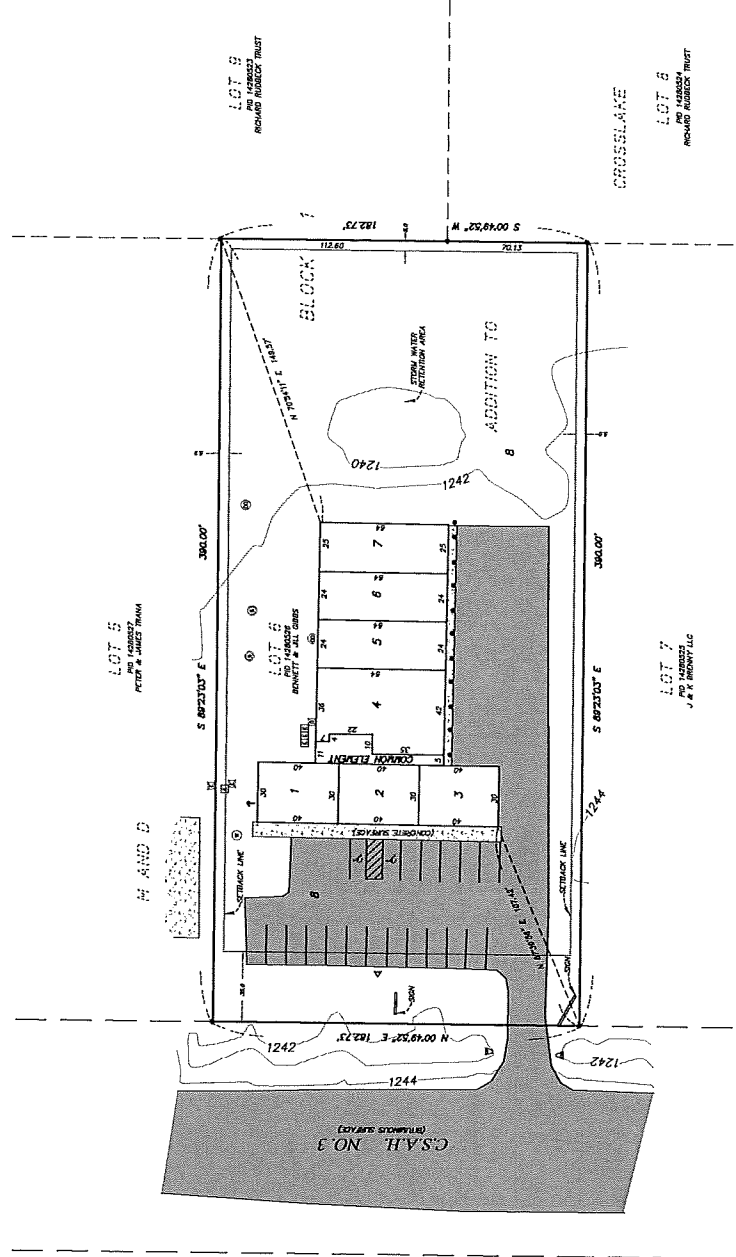
Subject: Park Dedication Recommendation for Bennett L & Jill B Gibbs Subdivision

The Crosslake Park/Library Commission recommended to accept cash in lieu of land for the Bennett L & Jill B Gibbs Subdivision. The property is located at 34076 County Road 3, Crosslake, MN 56442

Motion to accept cash in lieu of land contingent upon approval of subdivision request - Tchida/Chair Favor: All, Opposed: 0

TJ Graumann, Director
Crosslake Parks, Recreation & Library

PRELIMINARY PLAT OF PINE RIDGE PLAZA



LEGAL DESCRIPTION PER DOCUMENT NUMBER 201241

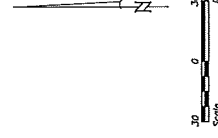
Lot 6, Block 1, A & B Addition to Crosslake

GENERAL NOTES

1. The survey is for the purposes of subdivision, improvement, or other use, and all dimensions are based on the survey.
2. The survey is for the purposes of subdivision, improvement, or other use, and all dimensions are based on the survey.
3. The survey is for the purposes of subdivision, improvement, or other use, and all dimensions are based on the survey.
4. The survey is for the purposes of subdivision, improvement, or other use, and all dimensions are based on the survey.
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8. The survey is for the purposes of subdivision, improvement, or other use, and all dimensions are based on the survey.
9. The survey is for the purposes of subdivision, improvement, or other use, and all dimensions are based on the survey.

LEGEND

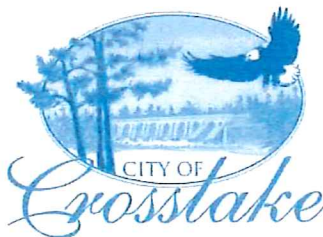
- DENOTES FOUND MONUMENT
- DENOTES LINED AND SECTION
- DENOTES LIT
- DENOTES HANGING EASEL
- DENOTES POST
- DENOTES WIRE
- DENOTES ELECTRIC RIG
- DENOTES ELECTRIC WATER
- DENOTES ROAD/STREET
- DENOTES CANAL
- DENOTES FENCE
- DENOTES SAWYER CEMENT



I hereby certify that this plat was prepared by me or under my direct supervision and that I am a duly Licensed Surveyor in the State of Minnesota.
Terry T. Bous
 Terry T. Bous
 Date: 4/16/19 License No. 50319

Lakeshore SURVEYING LLC
 2424 SMITH ROAD, SUITE C
 OFFICE (218) 964-0090

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



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

CITY OF CROSSLAKE

PLANNING COMMISSION/BOARD OF ADJUSTMENT

**May 24, 2019
9:00 A.M.**

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

PUBLIC HEARING NOTICE

Applicant: Bennett L & Jill B Gibbs

Authorized Agent: Paul Herkenhoff of Lakes Area Surveying LLC

Site Location: 34076 County Road 3, Crosslake, MN 56442

Request:

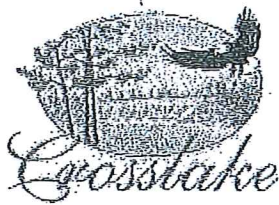
- Subdivision of property

To:

- Subdivide parcel #14280526 involving 71,264 square feet into 8 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).



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

Includes # 1910027V Fee

Receipt Number: 315180

Permit Number:

1910026S

Property Owner(s): Bennett & Jill Gibbs

Mailing Address: P.O. Box 218 Fifty Lakes
MN 56448

Site Address: 34076 CR 3 Crosslake

Phone Number: 612-386-8361

E-Mail Address: _____

Parcel Number(s): 14280526

Legal Description: Lot 6, Block 1, M&D Addition

Sec 28 Twp 137 Rge 26 / (27) / 28

Land Involved: Width: 182 Length: 390 Acres: 1.6

Lake/River Name: N/A

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

If yes, list Parcel Number(s) N/A

Authorized Agent: Paul Harkenhoff

Agent Address: 26314 Smiley Road Suite C
Nisswa MN 56468

Agent Phone Number: 218-961-0090

Signature of Property Owner(s) _____

Signature of Authorized Agent(s) _____

Subdivision Type

(Check applicable request)

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

Development

Number of proposed lots _____

Number of proposed outlots _____

Access

Public Road _____

Easement _____

Easement recorded: ____ Yes ____ No

Septic

Compliance _____

SSTS Design _____

Site Suitability _____

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

For Office Use:

Application accepted by CS Date 4/18/19 Land Use District LC Lake Class N/A Park, Rec, Lib Yes

May 24, 2019

FINDINGS OF FACT
SUPPORTING/DENYING A PRELIMINARY PLAT

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

1. Does the proposed plat conform to the City's Comprehensive Plan?
Yes ☒ No
Why?
 - **Encourage sustainable development, that would maintain the communities character and respects the environment including natural topography, suitable soils and avoids such areas as wetland, flood plains erodible steep slopes and bluffs; strengthen the distinction between urban growth and rural countryside and guide new development in ways that promote and enhance land use compatibility; support the infill and redevelopment of areas within the city in an effort to leverage existing infrastructure investment; identify areas and phases of development in a manner that addresses the cost of providing public services; identify and prioritize significant view-sheds and develop alternative approaches to preserve them while permitting reasonable use and development of privately owned lands (page 19)**
 - **The proposed changes will not alter the use or impervious surface coverage**
2. Is the proposal consistent with the existing City Subdivision Ordinance? Specify the applicable sections of the ordinance.
Yes ☒ No
Why?
 - **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 will remain Limited Commercial**
 - **There is adequate ingress/egress currently in place**
3. Are there any other standards, rules or requirements that this plat must meet?
Yes ☒ No Specify other required standards.
Why?
 - **The proposed lots have an existing septic system in place**
 - **The current land use classification is Limited Commercial and the proposed subdivision will remain Limited Commercial**
4. Is the proposed plat compatible with the present land uses in the area of the proposal?
Yes ☒ No Zoning District Waterfront Commercial
Why?

- It is consistent with the surrounding zoning and uses in the area as noted during the 5-23-19 Planning Commission/Board of Adjustment on-site
 - There is no proposed change in the use
5. Does the plat conform to all applicable performance standards in Article 2 of the Subdivision Ordinance?
 Yes **X** No
 Why?
- Variance approval for the density permits the proposed subdivision request to be considered
 - There is currently adequate ingress/egress in the plat
6. How are the potential environmental impacts being resolved? (Does the plat meet City Standards?) Yes
 Stormwater:
- The current topography is conducive for the stormwater needs
- Erosion /Sediment Control:
- N/A as the structures are in place
- Wetlands:
- The plat indicates that there are no wetlands, which were delineated in April 2019
- Floodplain:
- N/A plat indicates the contours in the proposed area to be 1242
- Shoreland:
- N/A as the proposal does not include this area
- Septic Systems:
- N/A as the septic system is in place
7. Have the potential public health, safety or traffic generation impacts been addressed?
 Yes **X** No
 Why?
- There is no change in the current use of the property
 - Clean up the rear lot retainage stormwater management area
8. Other issues pertinent to this matter.
- Park dedication fees due prior to the City Council meeting

Decision: Motion by Schiltz; supported by Volz to recommend to the Crosslake City Council the approval of the preliminary plat of Pine Ridge Plaza of parcel 14280526 involving 71,264 square feet into 8 tracts, Section 28, located at 34076 County Road 3, Crosslake, MN 56442

Per the findings of fact as discussed, the on-site conducted on 5-23-19 and as shown on the certificate of survey received at the Planning & Zoning office dated 4-16-19 for property located 34076 County Rd 3, Sec 28, City of Crosslake

Conditions:

Unless an extension of time is requested by the subdivider and granted by the city council, the subdivider shall, within one year following approval of the preliminary plat remit the final plat application per Chapter 44 Subdivisions requirements.

Findings: As listed above

All members voting "Aye", Motion carried

Date: 6-28-19

Signature: _____
Chairman

**Bennett L & Jill B Gibbs
14280526**

Wessels announced the preliminary plat request. Kolstad read the preliminary plat request, location, project details, no comments received, impervious percentage, stormwater management plan submitted, compliant septic system, history of the parcel and the surrounding parcel history into the record. Kolstad stated that if the request included dwelling(s), then a Conditional Use Permit (CUP) would be needed or any change in use may need a CUP if listed on the Land Use Table as such. Wessels stated that a park dedication fee would be required on the seven new parcels. Wessels opened the public hearing with no response, therefore the public hearing was closed. Wessels invited Gibbs, the applicant and his representative, Herkenhoff of Lakes Area Surveying, LLC, to the podium for any additional comments they may want to state. Wessels asked if any of the commissioners had additional questions, but none were forthcoming. Wessels requested Kolstad to initiate the findings of fact procedure with the board members deliberating and responding to each question.

May 24, 2019 Action:

Motion by Schiltz; supported by Volz to approve a recommendation to the city council for the preliminary plat of Pine Ridge Plaza of parcel 14280526 involving 71,264 square feet into 8 tracts, Section 28, located at 34076 County Road 3, Crosslake, MN 56442

Per the findings of fact as discussed, the on-site conducted on 5-23-19 and as shown on the certificate of survey received at the Planning & Zoning office dated 4-16-19 for property located at 34076 County Road 3, Sec 28, City of Crosslake

Conditions:

Unless an extension of time is requested by the subdivider and granted by the city council, the subdivider shall, within one year following approval of the preliminary plat remit the final plat application per Chapter 44 Subdivisions requirements.

Findings: See attached

All members voting "Aye", Motion carried.



G. I. d.

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

Summary of Record

John Keil & Cornerstone Construction Services, LLC –That part of the NE 1/4 of the NE, Sec 32, City of Crosslake, 14320699 at 33909 County Road 3, Crosslake, MN 56442

Request:

- To subdivide parcel #14320699 involving 1.5 acres into 2 tracts

Chronology of events:

- April 9, 2019 – Development Review Team Meeting
- April 18, 2019 – Application submitted
- May 1, 2019 – Notices sent out
- May 7 & 9, 2019 – Published in local newspaper
- May 23, 2019 – Planning Commission/Board of Adjust on-site
- May 24, 2019 – Planning Commission/Board of Adjust meeting -Decision made to recommend approval for the subdivision of property
- June 10, 2019 -Crosslake City Council Meeting -Decision to approve the subdivision of parcel 14320699 involving 1.5 acres

Packet Information:

- City Council Minutes
- Planning Commission/Board of Adjustment Minutes & Findings
- Meeting Decision
- Publication
- Public Hearing Notice
- Staff Report
- Development Review Team Minutes
- Certificate of Survey/Wetland Delineation
- Subdivision Application
- Site Suitability/Septic requirements

Correspondence:

- No correspondence received



STAFF REPORT

Property Owner/Applicant: John Keil & Cornerstone Construction Services, LLC

Parcel Number(s): 14320699

Application Submitted: April 18, 2019

Action Deadline: June 16, 2019

City 60 Day Extension Letter sent/ Deadline: N/A / N/A

Applicant Extension Received / Request: N/A / N/A

City Council Date: June 10, 2019

Authorized Agent: Stonemark Land Surveying Inc

Request: To subdivide parcel #14320699 involving 1.5 acres into 2 tracts

Current Zoning: Limited Commercial

Adjacent Land Use/Zoning:

North – Limited Commercial

South – Rural Residential 5

East – Commercial / Light Industrial

West – Rural Residential 5

Development Review Team Minutes NONE:

Parcel History:

- Not in a plat
- November 1982 – 12'x12' deck
- April 1986 – 12'x20' carport
- July 2001 – Septic upgrade
- May 3, 2018 Compliant septic compliance inspection

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:

Encourage sustainable development, that would maintain the communities character and respects the environment including natural topography, suitable soils and avoids such areas as wetland, flood plains erodible steep slopes and bluffs; strengthen the distinction between urban growth and rural countryside and guide new development in ways that promote and enhance land use

compatibility; support the infill and redevelopment of areas within the city in an effort to leverage existing infrastructure investment; identify areas and phases of development in a manner that addresses the cost of providing public services; identify and prioritize significant view-sheds and develop alternative approaches to preserve them while permitting reasonable use and development of privately owned lands (page 19)

Agencies Notified and Responses Received:

County Highway: No comments were received as of 5-14-19

DNR: N/A

City Engineer: N/A

City Attorney: No comments were received as of 5-14-19

Lake Association: No comments were received as of 5-14-19

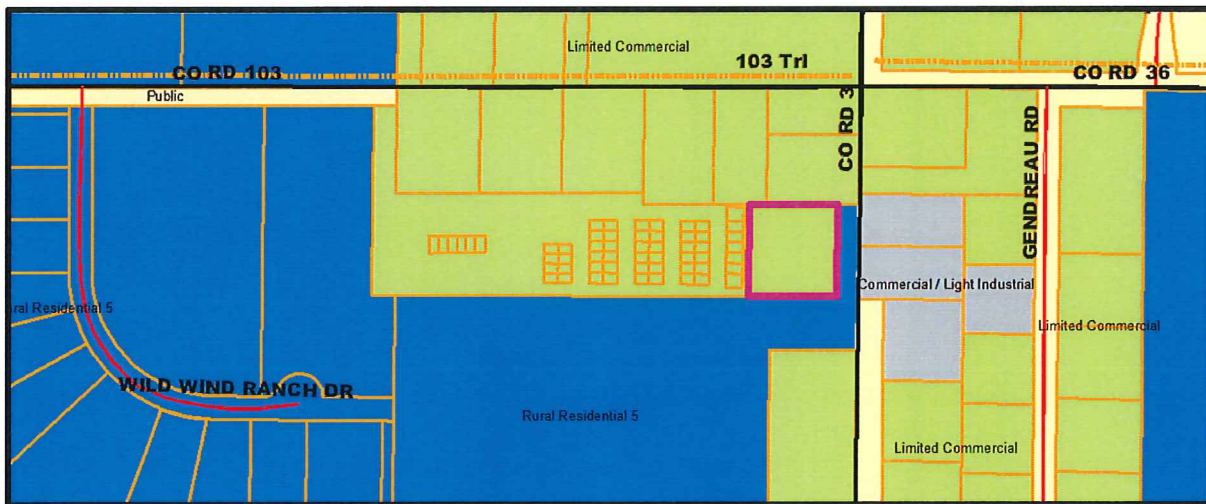
Crosslake Public Works: No comments were received as of 5-14-19

Crosslake Park, Recreation & Library: No comments were received as of 5-14-19

Concerned Parties: No comments were received as of 5-14-19

POSSIBLE MOTION:

To make a recommendation to the Crosslake City Council to approve/table/deny the subdivision of parcel #14320699 involving 1.5 acres into 2 tracts located at 33909 County Road 3, City of Crosslake



Staff Report
Crosslake Parks and Recreation

Date: May 28th, 2019

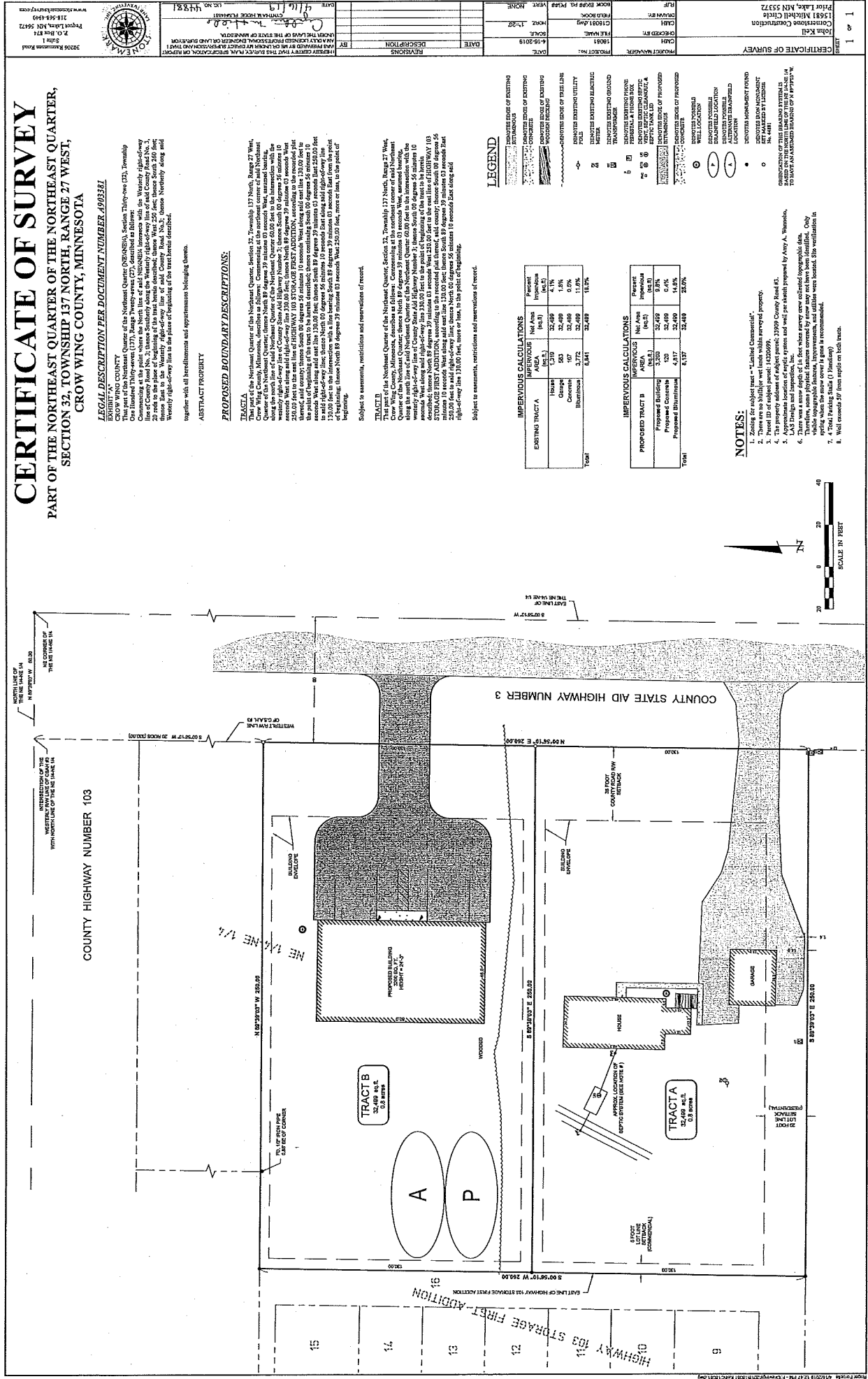
Subject: Park Dedication Recommendation for John Keil Subdivision

The Crosslake Park/Library Commission recommended to accept cash in lieu of land for the John Keil Subdivision. The property is located at 33909 County Rd. 3, Crosslake, 56442.

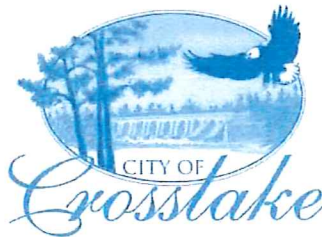
Motion to accept cash in lieu of land contingent upon approval of subdivision request -

Tchida/Chair Favor: All, Opposed: 0

TJ Graumann, Director
Crosslake Parks, Recreation & Library



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



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

CITY OF CROSSLAKE

PLANNING COMMISSION/BOARD OF ADJUSTMENT

**May 24, 2019
9:00 A.M.**

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

PUBLIC HEARING NOTICE

Applicant: John Keil & Cornerstone Construction Services, LLC

Authorized Agent: Stonemark Land Surveying Inc

Site Location: 33909 County Road 3, Crosslake, MN 56442

Request:

- Subdivision of property

To:

- Subdivide parcel #14320699 involving 1.5 acres into 2 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).



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

19100253

Receipt Number: 315179
Property Owner(s): John Keil & CORNERSTONE CONSTRUCTION SERVICES, LLC
Mailing Address: 15681 MITCHELL CIR SE
PRIOR LAKE MN 55372
Site Address: 33909 Cty Rd 3
Phone Number: 612-599-4600

Permit Number: _____

Subdivision Type

(Check applicable request)

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

E-Mail Address: _____

Parcel Number(s): 14320699

Legal Description: PART OF NE 1/4 - NE 1/4

Sec 32 Twp 137 Rge 26 ☐ 27 ☒ 28 ☐

Land Involved: Width: 260 Length: 250 Acres: 1.6

Lake/River Name: NA

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

If yes, list Parcel Number(s) 14320516

Authorized Agent: STONEMARK LAND SURVEYING INC.

Agent Address: PO Box 874 PEQUOT LAKES

Agent Phone Number: 218-568-4940

Signature of Property Owner(s) _____

Date _____

Signature of Authorized Agent(s) Cynthia M. Hilde

Date 4/17/19

Development

1 Number of proposed lots

_____ Number of proposed outlots

Access

☒ Public Road

_____ Easement

Easement recorded: ☐ Yes ☐ No

Septic

Compliance 5/3/2018

SSTS Design _____

Site Suitability WW agreement
4-18-19

- ☐ 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" \$ 175.00 total
☐ 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 CS Date 4-18-19 Land Use District LC Lake Class n/A Park, Rec, Lib yes

May 24, 2019

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

Why?

- The Crosslake plan focuses on providing additional areas for residential and commercial growth in the city, while recognizing the importance of maintaining the recreational and residential core of the city. The intent of this plan is to provide policies to ensure Crosslake is a well-planned community with various housing options, economic vitality, efficient and connected transportation network, adequate parks and open spaces and retail opportunities for residents and visitors alike (page 14)
- The purpose of the limited commercial district is to establish and provide a commercial environment with a limited mixture of commercial and office related development and services. A commercial district may be located within or outside the shoreland zone (page 11)
- Encourage sustainable development, that would maintain the communities character and respects the environment including natural topography, suitable soils and avoids such areas as wetland, flood plains erodible steep slopes and bluffs; strengthen the distinction between urban growth and rural countryside and guide new development in ways that promote and enhance land use compatibility; support the infill and redevelopment of areas within the city in an effort to leverage existing infrastructure investment; identify areas and phases of development in a manner that addresses the cost of providing public services; identify and prioritize significant view-sheds and develop alternative approaches to preserve them while permitting reasonable use and development of privately owned lands (page 19)

2. Is the proposed metes and bounds subdivision consistent with the existing City Ordinance?

Specify the applicable sections of the ordinance.

Yes ☒ No

Why?

- 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 with the proposed subdivision meeting and exceeding the minimum requirements for lot width and lot area
- There is adequate ingress/egress onto County Road 3

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

Yes No **X** Specify other required standards.

Why?

- The proposed lot have adequate area for septic systems
- There is adequate ingress/egress onto County Road 3

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

Yes **X** No Zoning District **Limited Commercial**

Why?

- It is consistent with the surrounding zoning and uses in the area
- As observed at the Planning Commission/Board of Adjustment on-site on 5-23-19 the proposed tract sizes are consistent with the neighborhood

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

Yes **X** No

Why?

- The proposed lots meet and exceed the minimum lot size requirements for Limited Commercial
- There is adequate ingress/egress onto County Road 3
- The proposed lot have adequate area for septic system

6. Other issues pertinent to this matter.

- Satisfy the subdivision application park dedication fee requirements before presenting to the city council for approval
- Record the Crosslake City Council approved metes and bounds subdivision at the Crow Wing County Land Services building within 90 days of approval
- Work with the County Highway Department on any access needs

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

1. Subdivide parcel #14320699 involving 1.5 acres into 2 tracts

Per the findings of fact as discussed, the on-sites conducted on 5-23-19 and as shown on the certificate of survey received at the Planning & Zoning office dated 4-16-19 for property located at 33909 County Road 3, Crosslake, MN 56442

Conditions:

Failure to pay the park dedication fee and record a certificate of survey or a signed deed within 90 days of city council fee and subdivision approval shall void the approval of the metes and bounds subdivision unless such time is extended by a resolution of the city council prior to the expiration of the 90-day period per Chapter 44

1. Work with the county highway department to obtain an access off of County Road 3
2. Park dedication fee submitted to Planning & Zoning office prior to City Council meeting

All members voting "Aye", Motion carried.

Date: 6-28-19

Signature: _____
Chairman

**John Keil & Cornerstone Construction Services, LLC
14320699**

Wessels announced the metes & bounds subdivision request. Kolstad read the metes and bounds subdivision request that exceeds the minimum requirements, location, project details, no comments received, impervious percentage, stormwater management plan submitted, compliant septic system, history of the parcel, the surrounding parcel zones, staff approved permit for the proposed building, and that this is a recommendation to the city council into the record. Wessels asked Keil, the applicant and his representative, Hidde of Stonemark Land Surveying, if they would like to step up to the podium. Wessels opened the public hearing with no one in attendance to respond, therefore the public hearing was closed. Wessels asked if any of the commissioners had additional questions, but none were forthcoming. Wessels requested Kolstad to initiate the findings of fact procedure with the board members deliberating and responding to each question.

May 24, 2019 Action:

Motion by Lindner; supported by Knippel to approve a recommendation to the city council to Subdivide parcel #14320699 involving 1.5 acres into 2 tracts

Per the findings of fact as discussed, the on-sites conducted on 5-23-19 and as shown on the certificate of survey received at the Planning & Zoning office dated 4-16-19 for property located at 33909 County Road 3, Crosslake, MN 56442

Conditions:

Failure to pay the park dedication fee and record a certificate of survey or a signed deed within 90 days of city council fee and subdivision approval shall void the approval of the metes and bounds subdivision unless such time is extended by a resolution of the city council prior to the expiration of the 90-day period per Chapter 44

- 1. Work with the county highway department to obtain an access off of County Road 3**
- 2. Park dedication fee submitted to Planning & Zoning office prior to City Council meeting**

All members voting "Aye", Motion carried.

G.2.a.

MEMO TO: City Council

FROM: Public Works Commission

DATE: June 4, 2019

SUBJECT: Crack Sealing Bids

At its meeting of June 3, 2019, the Public Works Commission reviewed three quotes for crack sealing, blowing and routing of various streets and parking lots. Attached are the bids and scope of the project. The bid results are as follows:

Kamco Inc	\$38,600.00
-----------	-------------

Anderson Brothers	\$39,379.61
-------------------	-------------

Mike Schaefer Seal Coating	\$58,024.00
----------------------------	-------------

It is the recommendation of the Public Works Commission that the Council award the project to the lowest bidder, Kamco Inc.

KAMCO Inc.

23524 735th Ave
Dassel, MN 55325
612-508-3904

Quote

Date	Quote #
6/1/2019	201682

Name / Address
City of Crosslake 37028 County Road 66 Crosslake, MN 56442

Rep	Project

Description	Qty	Total
A. Blow and Seal method (Map Highlighted-Green) Crack Sealing		25,100.00
B. Rout and Seal method (Map Highlighted-Yellow) Crack Sealing		13,500.00
Estimated schedule first week in Aug.		
Thank you Ken Tormanen 612-508-3904	Total	38,600.00



Anderson Brothers Construction Company
 11325 State Highway 210
 Brainerd, MN 56401
 218-829-1768
 218-829-7607 Fax

To:	City Of Crosslake	Contact:	Dave Reese
Address:	37028 County Rd 66 Crosslake, MN 56442	Phone:	
Project Name:	Crackseal 2019	Bid Number:	
Project Location:	See Notes	Bid Date:	5/29/2019
Item Description			

Route & Seal

Route & Seal Streets
 Mobilization

Total Price for above Route & Seal Items: \$8,392.28

Blow & Seal

Crackseal Parking Lots
 Crackseal Trail
 Crackseal Streets
 Mobilization

Total Price for above Blow & Seal Items: \$30,987.33

Notes:

- We are pleased to quote the following on the above-referenced project.
- **Project time-line is mid to late summer, 2019.**
- All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.
- A land use or alteration permit may be required through your local County or Municipal Planning and Zoning Office. All required permits and associated fees are the sole responsibility of the private property owner.
- **Route & Seal**
- Roads to include are indicated in YELLOW on map provided by Dave Reese, Wideth Smith Nolting.
- We deleted **URBANS POINT ROAD**, as the existing sealant is good and just a couple new cracks were identified.
- Transverse Cracks will be mechanically routed to 3/4" x 3/4". Cracks are to be blown out with an air compressor at approximately 100 psi to ensure that cracks are free of debris and moisture before sealant is applied. Cracks are then sealed with an approximate 3" band (3/4" to 1" on each side of crack). When using this method the sealed crack will show an approximate dip of 1/4" lower than the surrounding asphalt.
- Longitudinal Cracks will be blown out with an air compressor at approximately 100 psi to ensure that cracks are free of debris and moisture before sealant is applied. Cracks are sealed with an approximate 3" band. Sealant will be applied only if asphalt is 40 degrees or above and free of moisture.
- **Blow & Seal**
- We do not recommend cracksealing **EAGLE STREET**, as the street is past consideration for preventative maintenance. Should you decide to delete, \$700.00 will be deducted from final billing.
- Roads to include are indicated in GREEN on map provided by Dave Reese, WSN.
- Also includes City Hall / Fire Hall, City Parking Lot, Bike Path From Camp Knutson to Whitefish Ave
- Existing sealant will be touched up as needed. New Cracks will be blown out with an air compressor at approximately 100 psi to ensure that cracks are free of debris and moisture before sealant is applied. Cracks are sealed with an approximate 3" band. Sealant will be applied only if asphalt is 40 degrees or above and free of moisture.
- Cracks are to be sealed, not filled.
- Alligatored or checked cracking is to be omitted.
- **Additional Notes**
- Parking Lot work will start after 6:30am.
- Street work will start after 6:30am.
- Customer agrees to omit work found under or near unattended vehicles or obstructions.

39,379.61

Mike Schaefer Seal Coating

30377 153rd Street
Pierz, MN 56364 320-630-7041
QUALITY WORK AT A REASONABLE PRICE

5/30/2019
Job # 341
Crew # 1
Cust # 327

Estimate

City of Cross Lake
Dave Reese Ted Strand

Home Phone
Work Phone
Estimate Date 5/30/2019

Mobile (218) 316-3629
Email Dave.Reese@wsn.us.com
Ext Fax

Schedule Date
Job Completed ☐
Square Footage
Rate per Unit
Estimate Amount
Sales Tax
Job Amount
Amount Received
Balance Due
Num of Signs
Job Type

Comments

Blow and Seal cracks on various roads off map, green markings.
Router cracks 3/4"x3/4" and fill on various areas off map, yellow markings using MNDOT SPEC 3723 HOT RUBBER.

BLOW & SEAL--\$45,760.00

Router Cracks--\$11,264.00

58,024

Directions

- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐

May 22, 2019

RE: City of Crosslake, MN - Invitation for Bids – Crack Sealing

Good Day,

The City of Crosslake is requesting bid proposals for crack cleaning, routing and sealing bituminous paved City streets identified on the attached City street maps. Bid proposals are requested to be submitted by 12PM (noon) Monday, June 3, 2019, to Ted Strand and myself at the emails identified below.

Bid preparation shall include:

- A. Assessment of City streets to determine estimated quantities of materials to be used, and based on the following:
 - a. Blow and seal method (Map Highlight – Green)
 - b. Rout and seal method (Map Highlight – Yellow)
 - 1. $\frac{3}{4}$ " x $\frac{3}{4}$ " routered channel
 - 2. One-pass application of crack sealant
 - 3. Transverse cracks only; longitudinal cracks shall be blow and seal method
 - c. Cracks wider than 1" shall not be included in the bid and will be addressed separately by the City; however, cracks smaller than this shall be included in the bid.

Please provide a separate **LUMP SUM** bid for Items 'a' and 'b' listed above for all of the bituminous streets highlighted on the map.

- B. Materials: Crack sealant meeting MnDOT 3723, and including a compatible liquid detackifier agent (not toilet paper)
- C. Traffic Controls: Include flaggers, moving work zone signing, and other methods as described in the MnDOT traffic controls manual.
- D. Bids shall include all mobilization, overhead, commercial liability insurance, labor and materials. A certificate of insurance will be required to be submitted before issuance of notice to proceed.
- E. All bids shall remain open for consideration for 60 days.
- F. Please provide an estimated schedule for completion of the work.
- G. Bids shall be accompanied by the attached fully executed Form C-452 Responsible Contractor Form.
- H. The City reserves the right to waive any informalities, to reject any or all bids and to award the contract to the lowest responsible bidder.

If you have any questions, please give me a call.

Dave Reese, PE

Civil Engineer, VP

218-316-3629

Dave.Reese@wsn.us.com

Cc: Ted Strand, Public Works Director

218-692-2748

publicwk@crosslake.net





City Parking Lot

Crosslake, MN



Date: 5/21/2019 Time: 6:28:36 PM

These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.



These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

City Hall/Fire Hall

Crosslake, MN

Date: 5/21/2019 Time: 6:23:37 PM





June 5, 2019

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

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

**RE: *Proposal for Engineering Services*
 Daggett Bay Road and Sanitary Sewer Extension Improvements
 *Feasibility Study for Ch. 429 Special Assessments***

Dear Mayor and Council Members:

Wideth Smith Nolting is providing this letter proposal for consideration of the City Council related to the preparation of a Feasibility Study for roadway and sanitary sewer extension improvements for Daggett Bay Road from CSAH 66 to Brook Street. This project will enable connection of the proposed new City Hall/PD/Admin facility and will abut two additional properties on Daggett Bay Road that will be served with sanitary sewer services. This project will allow future extension to other adjacent areas. The City Council may recall that WSN completed a sanitary sewer extension study in 2009 for sewerage a broader area that included Norway Trail and Kimball Road to the townhomes located at Kimball Court. The Daggett Bay Road segment is the starting segment of this future service area. A current Feasibility Study is required as part of the Ch. 429 Special Assessments procedures, and will provide the following information:

- Description of the improvements being proposed and evaluation whether the proposed improvements are necessary, cost-effective, and feasible
- Estimated cost of the improvements as recommended
- Estimated cost of the total amount to be assessed
- Description of the methodology used to calculate individual assessments for affected parcels

Proposed Scope of Services – Feasibility Study and Preliminary Improvement Hearing Assistance

1. We will complete a review of existing project information, review the site, and prepare a feasibility study for public improvements.
2. We will review the results of the study with the Public Works Commission and City Council.
3. We will work with City staff to coordinate a Preliminary Improvement Hearing and will present the results of the final study to affected parcel owners and the City Council.



City of Crosslake
Proposal for Feasibility Study – Daggett Bay Road
June 5, 2019
Page 2 of 2

The WSN fees proposed to complete the professional services outlined in this proposal total **\$3,800**. These fees include WSN staff time and expenses and will be billed in accordance with the attached fee schedule and general provisions. If this proposal is acceptable, please sign and return one copy as our authorization to proceed.

Very truly yours,

Widseth Smith Nolting and Associates

A handwritten signature in black ink, appearing to read "David S. Reese".

David S. Reese, P.E.
Civil Engineer | Vice-President
Attachments: General Provisions of Professional Services Agreement
2019 WSN Fee Schedule

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

David Nevin, Mayor

Date

Mike Lyonais, City Administrator

Date

MEMO TO: City Council

FROM: Public Works Commission

DATE: June 4, 2019

SUBJECT: Sewer Extension Feasibility Report

At its meeting of June 3, 2019, the Public Works Commission discussed the extension of municipal sewer down Daggett Bay Road when the new city hall/police department building is built.

The Public Works Commission is recommending that the Council authorize WSN to complete a Feasibility Report for the extension of the sewer line from County Road 66, easterly along Daggett Bay Road, ending at Brook Street. The report will include project costs and recommended assessment fees.

G. 2. d. 1.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into on the ____ day of _____, 20____ by and between the City of Crosslake and the Crow Wing Soil and Water Conservation District (SWCD),

WHEREAS, Island-Loon Lake is a priority in the CWC Water Plan Reference Stormwater Management and Erosion and Control (Pages 15-16) and Measure Water Quality Data and Assess Trends (Pages 22-25) and,

WHEREAS, SWCD successfully received a Board of Water and Soil Resources (BWSR) Clean Water Fund Grant in the amount of \$475,000.00 to install Hydrodynamic Separators and bioretention stormwater pond adjacent to HWY 66 and Manhattan Beach Boulevard. The grant requires a minimum 25 percent match of cash or in-kind contributions and,

WHEREAS, City has agreed to manage the installation and construction oversight of stormwater treatment systems and annual maintenance to maintain stormwater systems for a minimum of 25 years and,

WHEREAS Crow Wing County (CWC) is the owner of County State Aid Highway (CSAH) 66 roadway, curb and gutter, storm sewer pipes and structures, culverts, and the right of way. CWC will remain the owner of the hydrodynamic separators and infrastructure installed in the County right of way. CWC will reassume responsibility for replacement/removal and repair of the County infrastructure as determined appropriate in the future.

NOW THEREFORE, Crow Wing Soil and Water Conservation District (SWCD) and City of Crosslake hereby agree to the following the Memorandum of Understanding:

A) SWCD agrees that:

- 1) SWCD will be the fiscal agent for the BWSR Clean Water Funds and be responsible for all reporting and fiscal duties. Grant funds will expire December 31, 2021.
- 2) SWCD will identify project implementation solutions and/or secure additional funding should actual project costs exceed current funding commitments.
- 3) SWCD will pay all associated bills for the projects within 30 days of receiving the bill.

B) City of Crosslake:

- 1) City acknowledges and understands that CSAH 66 is a public road. City will provide public notice of pending construction and require traffic controls consistent with customary standards required by the County for construction occurring within the County right of way. City will be responsible for injuries occurring during the construction of the project that arise out of City gross negligence or misconduct;
- 2) City acknowledges that it has assumed responsibility for CSAH 66 stormwater system project upon start date of installation through completion defined as final sign-

off and payment to project contractor and during that period is liable for claims, costs, loss, damages, expenses and causes of action, arising out of City's gross negligence or misconduct directly connected to this project.

- 3) The City will bill the SWCD for Island-Loon Stormwater Project construction expenses and contractor expenses monthly. This may not exceed \$ 405,000 and all bills must be received prior to December 31, 2021.
- 4) City and its contractors will conduct themselves in accordance with Minnesota Law and the above grant criteria,
- 5) City is required to complete annual maintenance of Hydrodynamic Separators and bioretention pond, consisting of monitoring, removing and disposing of sediments and debris from the separators and pond and repairing erosion of pond embankments, for 25 years after installation of the project.
- 6) See attached Construction Cost-share and Maintenance Agreement Crow Wing County and City of Crosslake for Water Quality Improvements at Loon Lake Adjacent to County State Aid Highway (CSAH) 66 and Manhattan Point Blvd. CWC Project NO C.P. 18-066-01

C. **General Provisions:**

- 1) **Compliance with Laws/Standards:** The Parties agree to abide by all federal, state, and local laws; statutes, ordinances, rules and regulations now in effect or hereafter adopted pertaining to this Agreement or to the facilities, programs, and staff for which the Agreement is responsible.
- 2) **Indemnification:** Each party to this Agreement shall be liable for the acts of its officers, employees or agents and the results thereof to the extent authorized or limited by law and shall not be responsible for the acts of any other party, its officers, employees or agents. The provisions of the Municipal Tort Claims Act, Minnesota Statute Chapter 466 and other applicable laws govern liability of the Parties. To the full extent permitted by law, actions by the Parties, their respective officers, employees, and agents pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity." It is the intent of the Parties that they shall be deemed a "single governmental unit" for the purpose of liability, as set forth in Minnesota Statutes § 471.59, subd. 1a(a). For purposes of Minnesota Statutes § 471.59, subd. 1a(a) it is the intent of each party that this Agreement does not create any liability or exposure of one party for the acts or omissions of any other party.
- 3) **Records Retention and Data Practices:** The Parties agree that records created pursuant to the terms of this Agreement will be retained in a manner that meets their respective entity's records retention schedules that have been reviewed and approved by the State in accordance with Minnesota Statutes § 138.17. The Parties further agree that records prepared or maintained in furtherance of the agreement shall be subject to the Minnesota Government Data Practices Act. At the time this agreement expires, all records will be turned over to Crow Wing SWCD for continued retention.

After termination of this Agreement, the parties of this agreement shall continue to have access to the records created pursuant to this Agreement.

- 4) **Timeliness:** The Parties agree to perform obligations under this Agreement in a timely manner as agreed upon by all parties and keep each other informed about any delays that may occur.
- 5) **Extension:** The Parties may extend the termination date of this Agreement upon agreement by all Parties.

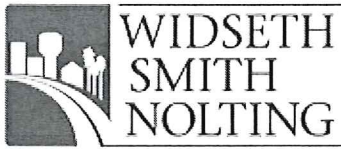
D) The above represents the full and entire scope of this Memorandum of Understanding. This Memorandum of Understanding can only be altered in writing signed by all parties hereto.

Crow Wing Soil and Water Conservation District

By: _____

City of Crosslake

By: _____



Client Meeting

G.2.e.1.

7804 Industrial Park Road, Baxter, MN 56425-2720

PROJECT	Parking and Pedestrian Route Study 0107B0161.000	DATE	6/3/2019 10:00 AM - 11:00 AM
ORGANIZER	Mike Angland	SUBJECT	Parking/Pedestrian Route Study Kickoff Meeting
LOCATION	Crosslake City Hall		
INVITEES	Jim Anderson, Mike Angland, Tim Bray, Leah Heggerston, Corrine Hodapp, Michael Lyonais, Cindy Myogeto, Dave Reese, Dave Schrupp, Ted Strand		
ATTENDEES	Jim Anderson (The National Loon Center Foundation), Mike Angland (Wideth Smith Nolting & Associates, Inc.), Tim Bray (Crow Wing County Highway Department), Leah Heggerston, Corrine Hodapp (US Army Corps of Engineers - St Paul), Michael Lyonais (City of Crosslake), Cindy Myogeto (Brainerd Lakes Area Chamber of Commerce), Dave Reese (Wideth Smith Nolting & Associates, Inc.), Dave Schrupp (City of Crosslake), Ted Strand (City of Crosslake)		
CC			
MEETING COMMENTS			
MEETING MINUTES			
ACTUAL START DATE	6/3/2019 9:00 AM		
MINUTES			

1. Goals and Objectives of Study

- Revise spreadsheet to read "West River" for south side of dam parking.
- Business owners will more than likely sign their parking stalls to identify what is reserved for their business.
- The proposed new dock system may be factored into the overall "parking count" as it relates to National Loon Center visitors.
- WSN will identify how many parking stalls would be categorized as "public parking".
- The parking/pedestrian route study boundary was established to determine a definitive scope of work.
- WSN will provide a proposal to include a boundary that extends up to Crafts & Cones and to the bridge.
- The Crosslake Chamber of Commerce and National Loon Center will reach out to local businesses to see if they could provide funds to cover these additional costs.
- The parking/pedestrian route study could be combined with the long term transportation plan that the City of Crosslake has from 10 years ago.
- The National Loon Center will send this proposal to the National Park Service for potential grants to help fund this study.
- Tim Bray would recommend that a 3rd party weigh in on the findings of this study.

Client Meeting

MEETING DATE: 6/3/2019

- Jim Anderson asked how these recommendations would be implemented. Dave Reese explained that these recommendations would be implemented through the City of Crosslake and Crow Wing County capital improvement plans.
- Jim Anderson asked if CWC has a safety budget, which Tim Bray said that they do, and that items are prioritized in terms of when they are implemented.
- Tim Bray encouraged the National Loon Center Foundation to pursue both federal and state grants for this project. The federal grant is TAP, transportation alternative plan, and the state grant would be Safe Routes to Schools. Tim Bray mentioned that this study is a key step towards making this project a candidate for being considered.

2. Information Needed

- The Crosslake Chamber of Commerce and US ACE will provide statistical information relative to number of visitors to the area in terms of traffic.
- MN DOT just completed a traffic count this spring.
- Spack Consulting provided a traffic study for the Crosslake Community School project.

3. Data Collection

- Leah Heggerston mentioned that there may be volunteers that would be able to assist with monitoring current pedestrian and traffic patterns.
- There are currently no more available public parking spaces that can be used to support additional development within the DC zoning district unless additional parking is developed along remaining un-built right-of-ways.
- The Downtown Commercial (DC) zoning district requires an implementation plan that addresses parking one project at a time and when right-of-way is developed for street/parking.
- All storm water drainage flows into the Pine River through drainage ways protected by easements within the DC area.
- The Exchange and Lil Yukon properties could be ideal sites for a public parking area. There are existing commercial properties that have unused land area available to construct additional parking spaces (Babinski, Ace Hardware).
- Tim Bray recommends that no on-street parking occur between CCS and the US ACE property. There may be more on-street parking near the Lutheran Church than the map currently shows.
- From the NLCF's perspective, there will not be more than 8 cars/day due to US ACE campers and traffic off of the lake.
- It may be challenging for the Crosslake Chamber and Welcome Center to reside on a site with no designated parking.
- The NLCF will provide more information relative to ada parking and other site usage upon receipt of the final lease from the US ACE.
- Leah Heggerston provide the following key items to discuss moving forward:
 1. The MN Design Team exercise included 20 community members interested in connectivity.
 2. Bicycle traffic needs to be incorporated into this study.
 3. Golf carts were just adopted by CWC as an approved method of transportation, and the local jurisdiction can adopt this as well. This is the case in Breezy Point.
 4. Time of year, all four seasons, water quality and connectivity should be incorporated into this study as well.
- The new docks may present parking concerns with people "hopping in" with a boater.
- It was recognized that there is a circulation problem at the US ACE property.
- The city currently maintains the public parking out in front of Andy's and other businesses.
- Police reports does not paint a comprehensive picture as it relates to safety issues.
- Using video may be the best way to document the current traffic and pedestrian existing condition.

Client Meeting

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- CWC intends to restripe the crosswalks in this area.
- 35 MPH is the lowest speed that CH 66 is allowed to be.
- Flashing signs can be utilized as a strategy for pedestrian crossings, however, automobiles do get "used to these" and they get ignored eventually.
- Bottom line, people drive within their comfort level.
- WSN will provide the Crosslake Chamber with a list of questions that can be distributed to the local business owners to get a consistent level of input.
- The NLCF will provide an update to the Public Works committee soon.
- The National Loon Center is not the only issue at hand, however this project is providing the city of Crosslake with the opportunity to proceed with this study.

4. Timeline

- The proposed timeline was agreed upon by the group.

5. Next Meeting

- The proposed next meeting was agreed upon by the group.