

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

A. CALL TO ORDER

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

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

1. Regular Council Meeting Minutes of 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 to Adopt for Renewal Existing Liquor License Establishments for 2019-2020
21. Thank You Letter from Emily Emergency Food Shelf
22. Bills for Approval

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

D. CRITICAL ISSUES

1. Patty Norgaard – Crosslake MN Audubon Bird City Celebration
2. Dean Fitch – Update from EDA Re: Small Business Initiative
3. PAL Foundation – Present Donation to Park Department

E. MAYOR'S AND COUNCIL MEMBERS' REPORT

1. Resolution Accepting Donations (Council Action-Motion)
2. Discuss Setting Up City Emails for Council Members
3. Discuss Possibility of Regulating and Issuing Permits for VRBO's

F. CITY ADMINISTRATOR'S REPORT

1. Service Agreement with University of MN for Local Option Sales Tax Analysis (Council Action-Motion)
2. Letter dated April 19, 2019 from David Drown Associates Re: Bonding for Projects (Council Action-Motion)
3. Letter dated May 1, 2019 from Clean Team Re: Price Increase (Council Action-Motion)
4. Letter dated April 23, 2019 from County Highway Department Re: Right of Way Acquisition Offer (Council Action-Motion)
5. Memo dated May 7, 2019 from Personnel Committee Re: Daily Meal Reimbursement (Council Action-Motion)
6. Memo dated May 7, 2019 from City Clerk Re: Group Transient Merchant Application (Council Action-Motion)
7. Recommendation from Crosslake Facility Committee
 - a. Real Estate Sale Agreement for Property ID 120162200BA0009 (Council Action-Motion)
 - b. Hytec Proposal for Architectural/Engineering Services for Future Construction of for New Police/Administration Building and New Firehall and Building Committee Recommendation (Council Action-Motion)

G. COMMISSION REPORTS

1. PUBLIC SAFETY
 - a. Memo dated May 7, 2019 from Fire Chief Re: Declare Equipment Surplus (Council Action-Motion)
2. PLANNING AND ZONING
 - a. Memo dated May 7, 2019 from Jon Kolstad and Char Nelson Re: Ordinance Amendment Naming a Private Road as RBK Lane and Adding the Road Name to the Master Road Name Index (Council Action-Motion)
 - b. Final Plat Approval of Fawn Lake Park Subdivision of 120323300000009, Cynthia Holden, on Fawn Lake Road Involving 39.1 Acres into Ten Tracts (Council Action-Motion)
3. PARK AND RECREATION/LIBRARY
 - a. Staff Report dated May 13, 2019 from TJ Graumann (Council Action-Motion)
4. PUBLIC WORKS/CEMETERY/SEWER
 - a. Letter dated May 8, 2019 from WSN Re: Parking/Pedestrian Route Study – Crosslake Downtown Commercial District Area (Council Action-Motion)

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

1. Limited Use Agreement Between City of Crosslake and William Monroe (Council Action-Motion)

J. OLD BUSINESS

K. NEW BUSINESS

L. ADJOURN

B. 1.

**REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, APRIL 8, 2019
7:00 P.M. – CITY HALL**

The Crosslake City Council met in the Council Chambers of City Hall on Monday, April 8, 2019. The following Council Members were present: Mayor David Nevin, Gary Heacox, Dave Schrupp, and Aaron Herzog. John Andrews was present via conference call. Also present were City Administrator Mike Lyonais, City Clerk Char Nelson, 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, Echo Journal Reporter Erin Bormet and Northland Press Reporter Bill Monroe. There were approximately twenty-five 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 04R-01-19 WAS MADE BY GARY HEACOX AND SECONDED BY AARON HERZOG TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

B. CONSENT CALENDAR – MOTION 04R-02-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO APPROVE THE FOLLOWING ITEMS ON THE CONSENT CALENDAR:

1. Regular Council Meeting Minutes of March 11, 2019
 2. City – Month End Revenue Report dated March 2019
 3. City – Month End Expenditures Report dated March 2019
 4. March 2019 Budget to Actual Analysis
 5. Police Report for Crosslake – March 2019
 6. Police Report for Mission Township – March 2019
 7. Fire Department Report – March 2019
 8. Planning and Zoning Monthly Statistics
 9. Planning and Zoning Commission Meeting Minutes of February 22, 2019
 10. MPCA NPDES Permit Compliance Summary
 11. Parks and Rec/Library Commission Meeting Minutes of 3/27/19
 12. Crosslake EDA Meeting Minutes of March 7, 2019
 13. Crosslake Roll-Off Recycling Report for March 2019
 14. Waste Partners Recycling Report for February 2019
 15. Facility Needs Meeting Minutes of 3/7/19, 3/13/19, and 3/27/19
 16. Crosslake Sewer District/Sanitary Sewer Meeting Minutes of 3/15/19
 17. Thank You Letter dated March 6, 2019 from Initiative Foundation for 2019 Funding
 18. LG220 Application for Exempt Permit for Lakes Area Kids Enrichment Foundation to Conduct Raffle on June 13, 2019
 19. Bills for Approval in the Amount of \$98,837.46
 20. North Ambulance Run Report – March 2019
 21. Additional Bills for Approval in the Amount of \$75,446.56
- MOTION CARRIED WITH ALL AYES.

C. PUBLIC FORUM – Tom Swenson of 36036 West Shore Drive stated that he is not in favor of destroying DVD copies of Council meetings as suggested in item E.1. on the agenda. Mr. Swenson suggested that the copies be kept for 5-10 years at least.

Marcia Volz of 37668 Moen Beach Trail agreed with Tom Swenson's comments and stated that she has viewed DVD copies of meetings that were held a couple years prior.

Bill Monroe of 37313 County Road 66 described the services that he and his wife received from the fire department and ambulance employees when his wife had medical emergencies. Chip Lohmiller was the first person to the scene both times and saved her life doing CPR. Mr. Monroe stated that some people only place value on the fire department's response to fire calls, but he thinks the EMS calls are just as important. Mr. Monroe called these people heroes and thanked them for their service.

Leah Heggerston of 35533 Sand Point Drive stated that she is in favor of the proposed apartment complex and that there will be no subsidized housing. The builder is willing to pay for road construction. Ms. Heggerston thanked Attorney Person for attending the planning meeting for the project. Ms. Heggerston thanked the City for being the fiscal agent on the Loon Center.

Pat Netko of 36084 County Road 66 stated that the Crosslakers are in favor of the proposed workforce housing.

D. MAYOR'S REPORT

1. Laurie Prem appeared before the Council to inform the community about the Step UP MN program. This charitable organization helps hurting, homeless, abused and vulnerable children in our area. A meeting will be held on April 18th at 6pm at the Brainerd Public Library to provide information on how the community can help make kids' lives better and she invited the Council to attend.
2. The Council reviewed a request from the Emily Food Shelf for \$250 support. A discussion ensued regarding whether the Emily food shelf would benefit Crosslake residents. MOTION 04R-03-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO PROVIDE \$250 SUPPORT TO THE EMILY EMERGENCY FOOD SHELF AND TO PUT \$250 IN THE 2020 BUDGET FOR CONTINUING SUPPORT. MOTION CARRIED WITH ALL AYES.
3. MOTION 04R-04-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO APPROVE RESOLUTION NO. 19-03 ACCEPTING DONATIONS. MOTION CARRIED WITH ALL AYES.
4. Aaron Herzog reported that he, Dave Schrupp, Cindy Myogeto and Darrell Swanson met with Walker City Administrator Terri Bjorklund to discuss Walker's process of approving a local option sales tax. Walker began its process in 2014 and started receiving sales tax revenue in 2018. The required voter referendum passed with 61%. The estimated revenue for Walker was \$180,000 per year and in 2018 the city received

\$664,000. If Crosslake moves forward with the idea, the referendum would be held in November 2020. There are currently two legislative bills in the State which could affect the process for the City. Dave Schrupp reported that the City of Walker created a 20-year capital improvement plan and that he and Mike Lyonais would work with Ted Strand to extend Crosslake's plan. Aaron Herzog stated that the Committee will work on a solution for high end sale items so that the sales tax remains competitive with surrounding areas. MOTION 04R-05-19 WAS MADE BY DAVE NEVIN AND SECONDED BY GARY HEACOX TO APPOINT THE FOLLOWING MEMBERS TO THE SPECIAL TAX COMMITTEE: AARON HERZOG, DAVE SCHRUPP, MIKE LYONAI, TED STRAND, LEAH HEGGERSTON, CINDY MYOGETO AND DARRELL SWANSON. MOTION CARRIED WITH ALL AYES.

MOTION 04R-06-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO HIRE THE UNIVERSITY OF MN EXTENSION OFFICE TO PREPARE A LOCAL OPTION SALES TAX ANALYSIS FOR THE CITY OF CROSSLAKE AT A COST OF \$750. MOTION CARRIED WITH ALL AYES.

5. MOTION 04R-07-19 WAS MADE BY AARON HERZOG AND SECONDED BY GARY HEACOX TO APPOINT LEAH HEGGERSTON TO THE SPECIAL TAX COMMITTEE. MOTION CARRIED WITH ALL AYES.
6. *Removed from agenda.*
7. The Council reviewed a request from the City of Pequot Lakes to write a letter of support for a Children's Museum to be located in its city. Pequot Lakes will be submitting a site proposal to Region 5 and will include letters of support from surrounding communities. This museum could attract visitors to the area. MOTION 04R-08-19 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO HAVE THE MAYOR WRITE A LETTER OF SUPPORT FOR A CHILDREN'S MUSEUM IN PEQUOT LAKES. MOTION CARRIED WITH ALL AYES.

Dave Nevin announced that he will be at the Community Center on Tuesday, April 16 at 6:00 P.M. for anyone to come and talk about issues or concerns.

E. CITY ADMINISTRATOR'S REPORT

1. The Council reviewed a memo from the City Clerk regarding the destruction of video recordings of meetings in accordance with the MN Record Retention Schedule which was adopted by the City of Crosslake in 1994. The retention period on the Schedule for video recordings of public meetings is 3 months after the minutes of that meeting are approved. The approved minutes are the official record of the meeting, not the video recording. Aaron Herzog stated that the issue arose during a conversation with the Clerk and suggested bringing the matter forward. Mr. Herzog added that the average length of time to keep records for police departments is 7 years. MOTION 04R-09-19 WAS MADE BY DAVE NEVIN AND SECONDED BY AARON HERZOG TO PUT A 7-YEAR RETENTION PERIOD ON VIDEO RECORDINGS OF PUBLIC MEETINGS. MOTION CARRIED WITH ALL AYES.

2. The Council reviewed a request from Mayor Nevin to waive the \$10 fee for DVD copies for himself. Mr. Nevin filled out a data request form asking for a DVD copy of every meeting he was in attendance either as council member or mayor. The Council was not in favor of waiving the fee.

In response to request from Tom Swenson of 36036 West Shore Drive, MOTION 04R-10-19 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE NEVIN TO POST THE VIDEO RECORDINGS OF SPECIAL COUNCIL MEETINGS ON YOUTUBE AND TO POST AGENDAS AND PACKETS OF SPECIAL MEETINGS ON THE CITY'S WEBSITE. MOTION CARRIED WITH ALL AYES.

3. MOTION 04R-11-19 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE SCHRUPP TO ALLOW THE ADDITION OF AN OUTDOOR PATIO, CONTIGUOUS TO THE EXISTING BUILDING AND FENCED, AT THE AMERICAN LEGION. MOTION CARRIED WITH ALL AYES.
4. MOTION 04R-12-19 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO CHANGE THE DATE AND TIME OF CROSSLAKE EDA MEETINGS TO THE FIRST WEDNESDAY OF THE MONTH AT 8:30 A.M. MOTION CARRIED WITH ALL AYES.
5. MOTION 04R-13-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY DAVE NEVIN TO HAVE THE MAYOR WRITE A LETTER OF SUPPORT TO THE MN HOUSE OF REPRESENTATIVES FOR A REFORMED LOCAL GOVERNMENT AID (LGA) FORMULA WHICH WOULD ALLOW CITIES NOT ELIGIBLE FOR LGA NOW, TO RECEIVE SOME LGA FUNDS IN THE FUTURE. MOTION CARRIED WITH ALL AYES.
6. A letter dated March 18, 2019 from the County Highway Department regarding final construction plans for the CSAH 36 road project was included in the packet for information.
7. MOTION 04R-14-19 WAS MADE BY DAVE NEVIN AND SECONDED BY AARON HERZOG TO ADOPT RESOLUTION NO. 19-04 APPROVING COUNTY PROJECT WITHIN MUNICIPAL CORPORATE LIMITS. MOTION CARRIED WITH ALL AYES.
8. The Council reviewed information from the League of MN Cities regarding an initiative aimed at securing street improvement district authority. Mike Lyonais reported that only 148 of the 853 cities in Minnesota receive municipal state aid for roads. This proposal in legislation would allow cities to collect fees from property owners within a district, which could be as large as the city boundaries, to fund municipal street maintenance, construction, reconstruction, and facility upgrades. Dave Reese explained that this would be an additional tool, like assessments, for the City to use to build and maintain city streets. Cities would not be required to use this, but it would be available. Attorney Person noted that cities can use this tool now for water and sewer projects, but not streets.

MOTION 04R-15-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY DAVE NEVIN TO HAVE THE MAYOR WRITE A LETTER OF SUPPORT TO STATE LEGISLATORS TO SUPPORT THE INITIATIVE AIMED AT SECURING STREET IMPROVEMENT DISTRICT AUTHORITY FOR CITIES. MOTION CARRIED WITH ALL AYES.

9. MOTION 04R-16-19 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO APPROVE THE SMALL CELL WIRELESS FACILITY POLICY, INCLUDING \$500 FEES FOR NEW SMALL CELL WIRELESS FACILITIES AND INSTALLATION OF ANTENNAS TO EXISTING TOWERS. Mike Lyonais noted that this policy will protect the City's aesthetics should small towers be installed in City limits. MOTION CARRIED WITH ALL AYES.
10. Mike Lyonais reported that the Public Works Commission is recommending that the City open the yard waste disposal site at the Public Works Facility a few days a week. The site would be for residential use only. The Commission suggested installing a timed gate and cameras. The Council directed staff to bring quotes on the cost of a timed gate to the Special Council Meeting on April 29th.
11. Mike Lyonais reported that he, Ted Strand, Jon Kolstad and Leah Heggerston met with the National Park Service regarding a traffic study for the intersection of CSAH 66 and CSAH 3. A Blue Zones Walkability Study was completed after the MN Design Team was here and a traffic study was done before the school was built. The group discussed having a traffic study done for a large area from the golf course to the school and asking all affected businesses/entities to participate in the cost. Dave Nevin stated that the study must be done by an objective party and must include potential future growth. Mr. Nevin added that there should be written agreements with all parties before any funds are spent. The Council was in favor of City staff coordinating efforts to include multiple parties in the traffic study.

F. COMMISSION REPORTS

1. PUBLIC SAFETY

- a. Chief Lohmiller included a new report for Council information describing the training and activities that the firefighters participate in during each month. This report will be included in the Consent Calendar moving forward.
- b. MOTION 04R-17-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY DAVE NEVIN TO DECLARE THE 2015 ALUMA SINGLE AXLE TRAILER AS SURPLUS EQUIPMENT. Dave Schrupp suggested that other City departments have first chance to purchase the trailer before going to the public. MOTION CARRIED WITH ALL AYES.
- c. Chief Lee reported that there have been five fulltime officers in the police department for over 22 years. The 2019 Budget included the hiring of a sixth fulltime officer during 2019. Chief Lee has several part-time officers working for the City that are already trained and qualified. Chief Lee would like the sixth officer to start Memorial Day Weekend. This would provide 24-hour coverage to the City. Dave Nevin stated

that he was surprised by the request and suggested that the Council take some time to think about it. Chief Lee reported that Nisswa, Pequot Lakes and Breezy Point all have six fulltime officers and that Crosslake has the second most amount of calls of the four cities. Dave Schrupp stated that the Council discussed this request during budget meetings in 2018 and added funds to the 2019 budget for this. MOTION 04R-18-19 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE SCHRUPP TO HIRE A SIXTH FULLTIME OFFICER STARTING AROUND MEMORIAL DAY WEEKEND AND SUBJECT TO A SIX-MONTH PROBATIONARY PERIOD. MOTION CARRIED 3-1 WITH NEVIN OPPOSED.

Erik Lee thanked Bill Monroe for his kind words. Chip Lohmiller also thanked Bill Monroe and thanked the Council for adding a sixth officer so that his firefighters and first responders have police presence when responding to calls.

2. PARK AND RECREATION/LIBRARY

- a. MOTION 04R-19-19 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE NEVIN TO ALLOW THE PARK DEPARTMENT TO OBTAIN QUOTES ON EXTENDING THE NATURAL GAS LINE TO THE GARDEN GARAGE AS WELL AS THE MAINTENANCE GARAGE. MOTION CARRIED WITH ALL AYES.

MOTION 04R-20-19 WAS MADE BY DAVE NEVIN AND SECONDED BY AARON HERZOG TO ALLOW THE PARK DEPARTMENT TO EXPLORE DESIGN PROPOSALS FOR A PARKS AND RECREATION LOGO. MOTION CARRIED WITH ALL AYES.

The Council gave permission to TJ Graumann to speak to neighbors on Egret Road regarding the installation of trees to the west of the dog park as a noise barrier. Mr. Graumann will ask that the tree installation be postponed to see how the sound carries once the park is open. The Dog Park Committee is still working on the installation of cameras.

TJ Graumann thanked PAL Foundation for donating the funds for Park and Recreation brochures. These brochures will be used at the Senior Expo and in other locations throughout the City. Mr. Graumann reported that the book sale raised \$462 and thanked the volunteers for their time and effort.

G. PUBLIC FORUM – Tim Berg of 12038 Harbor Lane stated he was concerned how the proposed local sales tax would affect his resort. A 1.5% sales tax increase would add \$50 to a week-long stay at the resort and there are competing resorts just a few blocks away in Ideal Township which would have no extra charge.

Mr. Berg reported that there are 272 homes in Crosslake that are listed on the VRBO site. If the City charged \$1,000/year permit fee for vacation rentals by owner, revenue would increase by \$272,000 per year.

H. OLD BUSINESS – None.

I. NEW BUSINESS – None.

J. CITY ATTORNEY REPORT

1. MOTION 04R-21-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO MOVE INTO CLOSED SESSION AT 8:38 P.M. TO DISCUSS LAND PURCHASE NEGOTIATIONS. MOTION CARRIED WITH ALL AYES.

K. ADJOURN - The Council resumed the open session and the Mayor adjourned the meeting at 9:00 P.M.

Respectfully Submitted,

Charlene Nelson
Administrative Assistant/City Clerk

B.2.

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, APRIL 29, 2019
3:00 P.M. – CITY HALL

The Council for the City of Crosslake met in a Special Session on April 29, 2019. The following Council Members were present: Mayor Dave Nevin, Gary Heacox, Dave Schrupp, John Andrews and Aaron Herzog. Also present were City Administrator/Treasurer Mike Lyonais, City Clerk Char Nelson, Public Works Director Ted Strand, Police Chief Erik Lee, Park Director TJ Graumann, Northland Press Reporter Bill Monroe, and Mary Reedy of Clifton Larson Allen. There were three people in the audience.

Mayor Nevin called the meeting to order at 3:00 P.M. and the Pledge of Allegiance was recited. The meeting was turned over to Mary Reedy to present the audit results of the financial statements for the year ending December 31, 2019.

Mary Reedy of Clifton Larson Allen (CLA) appeared before the Council and stated that the primary responsibility of the auditor is to provide an opinion on the fairness of the presentation of the financial statements by reviewing internal accounting controls, reviewing risks, and testing transactions. Two new standards, GASB 89 related to capitalized interest and GASB 75 related to OPEB, were implemented this year. CLA gave the City a clean opinion on the audit which is the highest level of assurance. Mary Reedy noted that there is limited segregation of duties relating to financial transactions but that is common based on the amount of staff that is available to do the work. Ms. Reedy reviewed various graphs depicting the financial condition of the City. The City's assets increased with the Wastewater Plant and Manhattan Point Boulevard projects. Dave Schrupp asked questions regarding the Sewer Fund.

MOTION 04S1-01-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO ACCEPT AND APPROVE THE AUDIT OF THE 2018 FINANCIAL STATEMENTS FOR THE CITY OF CROSSLAKE. MOTION CARRIED WITH ALL AYES.

MOTION 04S1-02-19 WAS MADE BY AARON HERZOG AND SECONDED BY GARY HEACOX TO APPROVE THE BILL FOR PAYMENT IN THE AMOUNT OF \$58,916.09. MOTION CARRIED WITH ALL AYES.

MOTION 04S1-03-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO APPROVE THE JOB DESCRIPTIONS FOR SEASONAL GROUNDS MAINTENANCE EMPLOYEE AND PART-TIME BUILDING ATTENDANT, AS RECOMMENDED BY THE PERSONNEL COMMITTEE. MOTION CARRIED WITH ALL AYES.

Ted Strand presented a quote from Elite Fencing for automatic gates in the amount of \$17,245 which would be used at the yard waste disposal site. This amount is just for fencing, no cameras. Other alternatives for residents to dump yard debris would be at Northwedge Nursery or Ideal Transit Station. The Council discussed the possibility of hiring a person to staff the station when the site is open to the public. John Andrews suggested that the site be open just on Saturdays. Ted

Strand noted that only leaves, grass clippings and brush can be dumped at the site and suggested that it be open 3 days a week. Dave Nevin suggested that cameras could help deter illegal dumping. MOTION 04S1-04-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY DAVE NEVIN TO OPEN THE YARD WASTE DISPOSAL SITE AT THE PUBLIC WORKS SHOP AND TO INSTALL FENCING AND CAMERAS. Ted Strand will determine hours and days of operation and plans to open the site next week. MOTION CARRIED WITH ALL AYES.

MOTION 04S1-05-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO LIMIT THE COST OF SUPPLIES TO \$3,000. MOTION CARRIED WITH ALL AYES.

There being no further business at 3:45 P.M., Mayor Nevin adjourned the meeting.

Respectfully Submitted,

Charlene Nelson
City Clerk

B.3.

CITY OF CROSSLAKE

05/07/19 10:54 AM

Page 1

Month-End Revenue

Current Period: APRIL 2019

SRC	SRC Descr	2019 Budget	APRIL 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	\$0.00	\$0.00	\$200.00	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	\$460.00	\$3,269.00	\$1,731.00	65.38%
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	\$110.00	\$390.00	42.00%
34010	Sale of Maps and Publications	\$100.00	\$10.00	\$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	\$5,225.00	\$7,950.00	\$22,050.00	36.83%
34104	Plat Check Fee/Subdivision Fee	\$1,500.00	\$3,575.00	\$3,775.00	-\$2,275.00	251.67%
34105	Variances and CUPS/IUPS	\$9,000.00	\$1,000.00	\$3,000.00	\$6,000.00	33.33%
34106	Sign Permits	\$500.00	\$0.00	\$50.00	\$450.00	20.00%
34107	Assessment Search Fees	\$800.00	\$70.00	\$175.00	\$625.00	23.13%
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	\$1,250.00	\$1,250.00	\$3,750.00	30.00%
34113	Landscape License Fee	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34114	Zoning Map/Ordinance Amendment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34201	Fire Department Donations	\$200.00	\$0.00	\$1,188.50	-\$988.50	594.25%
34202	Fire Protection and Calls	\$30,000.00	\$30,877.07	\$30,877.07	-\$877.07	102.92%
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	\$0.00	\$0.00	\$0.00	0.00%
34213	Police Receipts	\$5,000.00	\$5.00	\$10.00	\$4,990.00	0.20%
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	\$300.00	\$400.00	\$600.00	50.00%
34700	Park & Rec Donation	\$300.00	\$0.00	\$20.00	\$280.00	53.33%

CITY OF CROSSLAKE

05/07/19 10:54 AM

Page 2

Month-End Revenue

Current Period: APRIL 2019

SRC	SRC Descr	2019 Budget	APRIL 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	\$30.00	\$306.00	-\$106.00	153.00%
34740	Park Concessions	\$500.00	\$15.00	\$35.00	\$465.00	7.00%
34741	Gen Gov t Concessions	\$100.00	\$49.09	\$353.89	-\$253.89	353.89%
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	\$280.00	\$833.00	\$3,167.00	24.50%
34751	Shelter/Beer/Wine Fees	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
34760	Library Cards	\$500.00	\$56.00	\$317.00	\$183.00	63.40%
34761	Library Donations	\$500.00	\$0.00	\$20.00	\$480.00	4.00%
34762	Library Copies	\$300.00	\$15.00	\$100.00	\$200.00	33.33%
34763	Library Events	\$5,000.00	\$462.00	\$462.00	\$4,538.00	9.24%
34764	Library Miscellaneous	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
34765	Summer Reading Program	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
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	\$55.00	\$2,154.00	\$846.00	71.80%
34770	Silver Sneakers	\$9,000.00	\$1,340.50	\$4,804.00	\$4,196.00	55.07%
34790	Park Dedication Fees	\$4,500.00	\$0.00	\$3,000.00	\$1,500.00	66.67%
34800	Tennis Fees	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
34801	Recreational-Program	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
34802	Softball/Baseball Fees	\$1,000.00	\$390.00	\$425.00	\$575.00	46.00%
34803	Recreation-Misc. Receipts	\$1,000.00	\$2.00	\$22.00	\$978.00	2.20%
34805	Aerobics Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34806	Weight Room Fees	\$30,000.00	\$2,871.00	\$11,621.00	\$18,379.00	40.43%
34807	Volleyball Fees	\$750.00	\$16.00	\$180.00	\$570.00	33.33%
34808	Silver and Fit	\$13,000.00	\$903.00	\$3,138.00	\$9,862.00	24.14%
34809	Soccer Fees	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
34810	Pickle Ball	\$8,000.00	\$914.00	\$3,710.00	\$4,290.00	47.20%
34910	Transit Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34940	Cemetery Lots	\$3,000.00	\$750.00	\$1,500.00	\$1,500.00	50.00%
34941	Cemetery Openings	\$3,500.00	\$150.00	\$450.00	\$3,050.00	15.00%
34942	Cemetery Other	\$450.00	\$50.00	\$100.00	\$350.00	22.22%
34950	Public Works Revenue	\$1,500.00	\$75.00	\$1,479.30	\$20.70	98.62%
34952	County Joint Facility Payments	\$45,000.00	\$6,955.69	\$6,955.69	\$38,044.31	15.46%
34953	Recycling Revenues	\$50.00	\$307.80	\$307.80	-\$257.80	615.60%
35100	Court Fines	\$10,000.00	\$721.69	\$4,145.19	\$5,854.81	41.45%
35103	Library Fines	\$600.00	\$13.59	\$114.59	\$485.41	19.10%
35105	Restitution Receipts	\$1,000.00	\$172.00	\$2,807.23	-\$1,807.23	280.72%
36200	Miscellaneous Revenues	\$5,000.00	\$20.50	\$23.86	\$4,976.14	0.48%
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	\$14,421.50	\$59,185.62	\$1,314.38	97.83%
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%

CITY OF CROSSLAKE

05/07/19 10:54 AM

Page 3

Month-End Revenue

Current Period: APRIL 2019

SRC	SRC Descr	2019 Budget	APRIL 2019 Amt	2019 YTD Amt	2019 YTD Balance	2019 % of Budget
39101	Sales of General Fixed Assets	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39204	Transfer Frm Needs Assess Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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	\$73,908.43	\$322,942.62	\$4,178,206.38	7.28%
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%

CITY OF CROSSLAKE

05/07/19 10:54 AM

Page 4

Month-End Revenue

Current Period: APRIL 2019

SRC	SRC Descr	2019 Budget	APRIL 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%

CITY OF CROSSLAKE

05/07/19 10:54 AM

Page 5

Month-End Revenue

Current Period: APRIL 2019

SRC	SRC Descr	2019 Budget	APRIL 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 - Johnie/Rober	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36251	Sp Assess Int - Johnie/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%

CITY OF CROSSLAKE

05/07/19 10:54 AM

Page 6

Month-End Revenue

Current Period: APRIL 2019

SRC	SRC Descr	2019 Budget	APRIL 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 PROJEC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 415 AMBULANCE PROJECT						
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 415	AMBULANCE PROJECT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 420 LIBRARY PROJECT						
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF CROSSLAKE

05/07/19 10:54 AM

Page 7

Month-End Revenue

Current Period: APRIL 2019

SRC	SRC Descr	2019 Budget	APRIL 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 Pymts	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36212	Restricted Interest Income	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36220	Lease Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39319	Proceeds-2004 Impr Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 502	ECONOMIC DEVELOPMENT FUND	\$8,500.00	\$0.00	\$0.00	\$8,500.00	0.00%
FUND 503	EDA (REVOLVING LOAN)					
34951	Rev Loan Principal Pymts	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$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	\$342.59	-\$324.49	\$324.49	0.00%
36104	Penalty & Interest	\$1,000.00	\$126.37	\$720.37	\$279.63	72.04%
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	\$23,644.75	\$95,038.37	\$164,961.63	36.55%
37250	Sewer Connection Payments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
37500	Capital Contribution	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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	\$24,113.71	\$95,434.25	\$1,366,565.75	6.97%

CITY OF CROSSLAKE

05/07/19 10:54 AM

Page 8

Month-End Revenue

Current Period: APRIL 2019

SRC	SRC Descr	2019 Budget	APRIL 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	\$98,022.14	\$418,376.87	\$6,178,175.13	6.52%

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05/07/19 11:00 AM

Page 1

CITY OF CROSSLAKE
Month End Expenditures
 Current Period: APRIL 2019

OBJ	OBJ Descr	2019 Budget	APRIL 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	\$8,920.00	\$18,080.00	33.04%
122	FICA	\$2,066.00	\$172.15	\$682.48	\$1,383.52	33.03%
151	Workers Comp Insurance	\$131.00	\$92.00	\$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	\$2,514.15	\$10,420.60	\$22,632.40	31.53%
DEPT 41400 Administration						
100	Wages and Salaries Dept Head	\$97,351.00	\$7,591.60	\$30,366.40	\$66,984.60	31.19%
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	\$5,646.00	\$22,584.00	\$50,229.00	31.02%
121	PERA	\$12,762.00	\$992.82	\$3,971.25	\$8,790.75	31.12%
122	FICA	\$13,017.00	\$904.68	\$3,615.75	\$9,401.25	27.78%
131	Employer Paid Health	\$39,245.00	\$3,270.40	\$13,237.60	\$26,007.40	33.73%
132	Employer Paid Disability	\$1,440.00	\$126.43	\$505.72	\$934.28	35.12%
133	Employer Paid Dental	\$2,064.00	\$172.00	\$688.00	\$1,376.00	33.33%
134	Employer Paid Life	\$134.00	\$11.20	\$44.80	\$89.20	33.43%
136	Deferred Compensation	\$1,300.00	\$100.00	\$400.00	\$900.00	30.77%
151	Workers Comp Insurance	\$2,244.00	\$1,287.00	\$1,287.00	\$957.00	57.35%
152	Health Savings Account Contrib	\$12,000.00	\$3,000.00	\$6,000.00	\$6,000.00	50.00%
200	Office Supplies	\$1,800.00	\$24.97	\$526.11	\$1,273.89	29.23%
208	Instruction Fees	\$2,000.00	\$0.00	\$275.00	\$1,725.00	13.75%
210	Operating Supplies	\$1,500.00	\$288.18	\$334.18	\$1,165.82	22.28%
220	Repair/Maint Supply - Equip	\$3,834.00	\$281.16	\$614.48	\$3,219.52	16.03%
301	Auditing and Acct g Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$4,000.00	\$262.78	\$793.88	\$3,206.12	19.85%
322	Postage	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
331	Travel Expenses	\$1,500.00	\$234.26	\$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	\$310.00	\$310.00	\$540.00	36.47%
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	\$138.56	\$276.54	\$558.46	33.12%
610	Interest	\$29.00	\$5.44	\$11.46	\$17.54	39.52%
DEPT 41400 Administration		\$282,089.00	\$24,647.48	\$86,400.67	\$195,688.33	30.63%
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	APRIL 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	\$21,322.00	\$21,352.00	\$10,648.00	66.73%
304	Legal Fees (Civil)	\$7,000.00	\$360.00	\$1,935.00	\$5,065.00	27.64%
307	Legal Fees (Labor)	\$10,000.00	\$86.00	\$3,181.27	\$6,818.73	31.81%
DEPT 41600 Audit/Legal Services		\$49,000.00	\$21,768.00	\$26,468.27	\$22,531.73	54.02%
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	\$24.98	\$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	\$278.17	\$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	\$281.17	\$614.51	\$3,319.49	15.62%
221	Repair/Maint Vehicles 306	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
303	Engineering Fees	\$2,500.00	\$330.00	\$330.00	\$2,170.00	13.20%
304	Legal Fees (Civil)	\$5,000.00	\$1,020.00	\$1,095.00	\$3,905.00	21.90%
305	Legal/Eng - Developer/Criminal	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
314	Surveyor	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
320	Communications	\$3,500.00	\$191.47	\$572.71	\$2,927.29	16.36%
322	Postage	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
331	Travel Expenses	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
332	Travel Expense- P&Z Comm	\$1,500.00	\$1,365.00	\$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	\$0.00	\$291.13	\$1,708.87	14.56%
352	Filing Fees	\$1,500.00	\$0.00	\$92.00	\$1,408.00	6.13%
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	\$0.00	\$2.00	-\$2.00	0.00%
452	Refund	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
470	Consultant Fees	\$203,184.00	\$16,932.00	\$67,728.00	\$135,456.00	33.33%
500	Capital Outlay	\$4,221.00	\$0.00	\$0.00	\$4,221.00	0.00%

OBJ	OBJ Descr	2019 Budget	APRIL 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
600	Principal	\$835.00	\$138.56	\$276.54	\$558.46	33.12%
610	Interest	\$29.00	\$5.44	\$11.46	\$17.54	39.52%
DEPT 41910 Planning and Zoning		\$237,463.00	\$20,566.79	\$72,856.95	\$164,606.05	30.68%
DEPT 41940 General Government						
131	Employer Paid Health	\$0.00	\$818.00	\$724.49	-\$724.49	0.00%
133	Employer Paid Dental	\$125.00	\$41.55	\$244.35	-\$119.35	195.48%
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	\$477.01	\$724.26	\$1,775.74	28.97%
220	Repair/Maint Supply - Equip	\$0.00	\$0.00	\$248.20	-\$248.20	0.00%
223	Bldg Repair Suppl/Maintenance	\$4,000.00	\$197.04	\$314.90	\$3,685.10	7.87%
235	Signs	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
254	Concessions - Pop	\$300.00	\$60.83	\$139.57	\$160.43	46.52%
302	Architects Fees	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
303	Engineering Fees	\$750.00	\$1,905.17	\$1,905.17	-\$1,155.17	254.02%
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	\$0.00	\$91,706.00	-\$65,206.00	346.06%
381	Electric Utilities	\$14,500.00	\$912.00	\$3,070.00	\$11,430.00	21.17%
383	Gas Utilities	\$4,500.00	\$410.65	\$1,696.87	\$2,803.13	37.71%
384	Refuse/Garbage Disposal	\$500.00	\$51.72	\$152.43	\$347.57	30.49%
385	Sewer Utility	\$600.00	\$50.00	\$150.00	\$450.00	25.00%
389	Generator Expense	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
405	Cleaning Services	\$9,600.00	\$707.50	\$2,830.00	\$6,770.00	29.48%
430	Miscellaneous	\$2,500.00	\$15.00	\$1,999.20	\$500.80	79.97%
433	Dues and Subscriptions	\$3,500.00	\$0.00	\$114.00	\$3,386.00	3.26%
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	\$350.00	\$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	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41940 General Government		\$197,875.00	\$5,996.47	\$122,086.08	\$75,788.92	61.70%
DEPT 42110 Police Administration						
100	Wages and Salaries Dept Head	\$85,815.00	\$6,534.52	\$25,636.44	\$60,178.56	29.87%
101	Assistant	\$62,014.00	\$5,120.00	\$21,956.58	\$40,057.42	35.41%

OBJ	OBJ Descr	2019 Budget	APRIL 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
103	Tech 1	\$51,042.00	\$3,890.25	\$14,856.33	\$36,185.67	29.11%
108	Tech 3	\$10,000.00	\$528.00	\$4,324.68	\$5,675.32	43.25%
110	Tech 4	\$24,232.00	\$16.00	\$1,444.08	\$22,787.92	5.96%
112	Tech 5	\$64,689.00	\$4,417.51	\$17,664.82	\$47,024.18	27.31%
113	Tech 6	\$64,272.00	\$4,403.64	\$17,801.71	\$46,470.29	27.70%
121	PERA	\$61,370.00	\$4,222.23	\$17,170.20	\$44,199.80	27.98%
122	FICA	\$5,250.00	\$325.72	\$1,297.52	\$3,952.48	24.71%
131	Employer Paid Health	\$105,965.00	\$6,214.40	\$25,154.00	\$80,811.00	23.74%
132	Employer Paid Disability	\$2,721.00	\$231.39	\$925.56	\$1,795.44	34.02%
133	Employer Paid Dental	\$4,926.00	\$324.48	\$1,297.92	\$3,628.08	26.35%
134	Employer Paid Life	\$403.00	\$28.00	\$112.00	\$291.00	27.79%
136	Deferred Compensation	\$1,300.00	\$100.00	\$400.00	\$900.00	30.77%
140	Unemployment	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
151	Workers Comp Insurance	\$26,478.00	\$21,021.00	\$21,021.00	\$5,457.00	79.39%
152	Health Savings Account Contrib	\$27,000.00	\$6,000.00	\$12,000.00	\$15,000.00	44.44%
200	Office Supplies	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
208	Instruction Fees	\$5,000.00	\$150.00	\$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	\$0.00	\$545.15	\$1,254.85	30.29%
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	\$601.59	\$647.56	\$552.44	53.96%
217	Auto Expense- Squad 303	\$1,000.00	\$0.00	\$356.15	\$643.85	35.62%
218	Auto Expense- Squad 302	\$1,000.00	\$121.09	\$137.99	\$862.01	13.80%
219	Auto Expense- Squad 304	\$500.00	\$540.00	\$844.41	-\$344.41	168.88%
220	Repair/Maint Supply - Equip	\$15,000.00	\$250.00	\$5,037.00	\$9,963.00	33.58%
221	Repair/Maint Vehicles 306	\$2,000.00	\$0.00	\$240.83	\$1,759.17	12.04%
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	\$16.00	\$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	\$6,000.00	\$6,679.00	-\$5,679.00	667.90%
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	\$266.04	\$801.21	\$1,998.79	28.61%
321	Communications-Cellular	\$5,400.00	-\$38.20	\$656.83	\$4,743.17	12.16%
322	Postage	\$200.00	\$4.39	\$4.39	\$195.61	2.20%
331	Travel Expenses	\$2,500.00	\$0.00	\$211.88	\$2,288.12	8.48%
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	\$0.00	\$0.00	\$14,000.00	0.00%
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	\$0.00	\$199.00	\$51.00	79.60%
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	\$0.00	\$0.00	\$4,683.00	0.00%
550	Capital Outlay - Vehicles	\$60,000.00	\$1,881.00	\$2,436.10	\$57,563.90	4.06%
600	Principal	\$139.00	\$23.09	\$46.09	\$92.91	33.16%

OBJ	OBJ Descr	2019 Budget	APRIL 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
610	Interest	\$5.00	\$0.91	\$1.91	\$3.09	38.20%
DEPT 42110	Police Administration	\$747,604.00	\$73,193.05	\$204,410.07	\$543,193.93	27.34%
DEPT 42280	Fire Administration					
100	Wages and Salaries Dept Head	\$6,000.00	\$1,200.00	\$3,400.00	\$2,600.00	56.67%
101	Assistant	\$1,200.00	\$100.00	\$400.00	\$800.00	33.33%
106	Training	\$2,100.00	\$75.00	\$300.00	\$1,800.00	14.29%
107	Services	\$72,000.00	\$9,479.00	\$29,268.00	\$42,732.00	40.65%
122	FICA	\$6,219.00	\$830.35	\$2,552.70	\$3,666.30	41.05%
151	Workers Comp Insurance	\$8,027.00	\$5,132.00	\$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	\$500.00	\$8,771.00	-\$271.00	103.19%
209	Physicals	\$3,500.00	\$108.00	\$2,529.00	\$971.00	72.26%
210	Operating Supplies	\$3,000.00	\$1,195.71	\$2,700.46	\$299.54	90.02%
212	Motor Fuels	\$500.00	\$9.79	\$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	\$851.98	\$2,575.80	\$424.20	85.86%
221	Repair/Maint Vehicles 306	\$9,000.00	\$0.00	\$0.00	\$9,000.00	0.00%
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	\$0.00	\$0.00	\$1,500.00	0.00%
258	Unif FIRE/Ted/Corey	\$1,000.00	\$820.24	\$1,394.68	-\$394.68	139.47%
266	Turnout Gear	\$7,500.00	\$0.00	\$658.50	\$6,841.50	8.78%
319	Donation Expenditures	\$0.00	\$0.00	\$358.00	-\$358.00	0.00%
320	Communications	\$36.00	\$3.00	\$9.00	\$27.00	25.00%
321	Communications-Cellular	\$2,464.00	\$0.00	\$876.03	\$1,587.97	35.55%
322	Postage	\$25.00	\$0.00	\$0.00	\$25.00	0.00%
331	Travel Expenses	\$6,000.00	\$225.04	\$3,294.38	\$2,705.62	54.91%
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	\$0.00	\$183.00	\$6,817.00	2.61%
430	Miscellaneous	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
433	Dues and Subscriptions	\$1,500.00	\$300.00	\$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	\$1,290.00	\$3,096.00	\$21,904.00	12.38%
492	FDRA State Aid	\$38,000.00	\$1,000.00	\$1,000.00	\$37,000.00	2.63%
500	Capital Outlay	\$7,500.00	\$2,814.88	\$5,120.38	\$2,379.62	68.27%
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	\$25,934.99	\$74,660.81	\$420,260.19	15.09%
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	\$3,300.00	\$9,900.00	25.00%
DEPT 42500	Ambulance Services	\$15,000.00	\$1,100.00	\$3,765.00	\$11,235.00	25.10%
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	\$4,020.63	\$18,098.70	\$41,321.30	30.46%

OBJ	OBJ Descr	2019 Budget	APRIL 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
104	Tech 2	\$60,533.00	\$4,116.06	\$17,788.57	\$42,744.43	29.39%
105	Part-time	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
108	Tech 3	\$54,790.00	\$4,079.05	\$16,862.54	\$37,927.46	30.78%
121	PERA	\$13,106.00	\$916.18	\$3,956.23	\$9,149.77	30.19%
122	FICA	\$13,368.00	\$802.17	\$3,501.57	\$9,866.43	26.19%
131	Employer Paid Health	\$47,098.00	\$4,905.60	\$19,856.40	\$27,241.60	42.16%
132	Employer Paid Disability	\$1,212.00	\$103.56	\$414.24	\$797.76	34.18%
133	Employer Paid Dental	\$2,463.00	\$258.00	\$1,032.00	\$1,431.00	41.90%
134	Employer Paid Life	\$202.00	\$16.80	\$67.20	\$134.80	33.27%
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	\$16,939.00	\$16,939.00	\$11,765.00	59.01%
152	Health Savings Account Contrib	\$15,000.00	\$4,500.00	\$9,000.00	\$6,000.00	60.00%
200	Office Supplies	\$450.00	\$0.00	\$170.20	\$279.80	37.82%
208	Instruction Fees	\$1,500.00	\$650.00	\$650.00	\$850.00	43.33%
210	Operating Supplies	\$1,200.00	\$26.91	\$68.63	\$1,131.37	5.72%
212	Motor Fuels	\$8,000.00	\$14.09	\$1,208.17	\$6,791.83	15.10%
213	Diesel Fuel	\$15,000.00	\$0.00	\$1,133.64	\$13,866.36	7.56%
215	Shop Supplies	\$2,750.00	\$66.15	\$449.64	\$2,300.36	16.35%
220	Repair/Maint Supply - Equip	\$18,000.00	\$6,270.64	\$14,234.37	\$3,765.63	79.08%
221	Repair/Maint Vehicles 306	\$15,000.00	\$119.84	\$1,010.10	\$13,989.90	6.73%
222	Tires	\$1,500.00	\$877.60	\$877.60	\$622.40	58.51%
223	Bldg Repair Suppl/Maintenance	\$4,500.00	\$4,027.65	\$4,631.10	-\$131.10	102.91%
224	Street Maint Materials	\$20,000.00	\$6,898.02	\$18,317.07	\$1,682.93	91.59%
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	\$0.00	\$0.00	\$3,000.00	0.00%
240	Small Tools and Minor Equip	\$2,500.00	\$504.82	\$1,274.10	\$1,225.90	50.96%
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	\$0.00	\$149.99	\$150.01	50.00%
261	Unif Jake/TJ/Seth	\$300.00	\$144.98	\$289.93	\$10.07	96.64%
303	Engineering Fees	\$25,000.00	\$640.50	\$1,063.87	\$23,936.13	4.26%
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	\$49.35	\$98.70	\$101.30	49.35%
320	Communications	\$1,600.00	\$110.67	\$335.94	\$1,264.06	21.00%
322	Postage	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
331	Travel Expenses	\$1,000.00	\$0.00	\$423.48	\$576.52	42.35%
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	\$0.00	\$0.00	\$27,000.00	0.00%
381	Electric Utilities	\$14,000.00	\$1,280.15	\$4,130.57	\$9,869.43	29.50%
383	Gas Utilities	\$6,000.00	\$822.57	\$1,982.31	\$4,017.69	33.04%
384	Refuse/Garbage Disposal	\$1,000.00	\$67.61	\$224.83	\$775.17	22.48%
385	Sewer Utility	\$400.00	\$47.00	\$141.00	\$259.00	35.25%
405	Cleaning Services	\$3,700.00	\$176.25	\$705.00	\$2,995.00	19.05%
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	\$22.05	\$91.93	\$908.07	9.19%
433	Dues and Subscriptions	\$0.00	\$0.00	\$10.00	-\$10.00	0.00%
442	Safety Prog/Equipment	\$1,000.00	\$42.94	\$877.44	\$122.56	87.74%
443	Sales Tax	\$100.00	\$0.00	\$0.00	\$100.00	0.00%

OBJ	OBJ Descr	2019 Budget	APRIL 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	\$2,863.94	\$8,335.54	\$36,664.46	18.52%
500	Capital Outlay	\$65,000.00	\$3,101.25	\$62,296.56	\$2,703.44	95.84%
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	\$1,677.75	\$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	\$71,159.78	\$281,504.28	\$1,290,683.72	17.91%
DEPT 43100 Cemetery						
210	Operating Supplies	\$940.00	\$0.00	\$26.24	\$913.76	2.79%
220	Repair/Maint Supply - Equip	\$250.00	\$0.00	\$232.86	\$17.14	93.14%
360	Insurance	\$60.00	\$0.00	\$0.00	\$60.00	0.00%
381	Electric Utilities	\$350.00	\$2.00	\$5.76	\$344.24	1.65%
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	\$2.00	\$364.86	\$2,635.14	12.16%
DEPT 45100 Park and Recreation (GENERAL)						
100	Wages and Salaries Dept Head	\$61,294.00	\$4,790.00	\$19,160.00	\$42,134.00	31.26%
101	Assistant	\$43,680.00	\$3,528.64	\$14,114.56	\$29,565.44	32.31%
103	Tech 1	\$28,588.00	\$2,423.60	\$9,602.24	\$18,985.76	33.59%
104	Tech 2	\$5,455.00	\$0.00	\$0.00	\$5,455.00	0.00%
105	Part-time	\$43,680.00	\$2,572.50	\$10,538.58	\$33,141.42	24.13%
108	Tech 3	\$37,170.00	\$0.00	\$904.07	\$36,265.93	2.43%
121	PERA	\$16,081.00	\$903.75	\$3,635.32	\$12,445.68	22.61%
122	FICA	\$16,820.00	\$974.24	\$3,976.66	\$12,843.34	23.64%
131	Employer Paid Health	\$19,622.00	\$654.40	\$2,648.80	\$16,973.20	13.50%
132	Employer Paid Disability	\$1,174.00	\$99.13	\$368.39	\$805.61	31.38%
133	Employer Paid Dental	\$4,128.00	\$205.24	\$863.96	\$3,264.04	20.93%
134	Employer Paid Life	\$269.00	\$16.80	\$72.80	\$196.20	27.06%
136	Deferred Compensation	\$650.00	\$50.00	\$200.00	\$450.00	30.77%
140	Unemployment	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
151	Workers Comp Insurance	\$15,118.00	\$5,361.00	\$5,361.00	\$9,757.00	35.46%
152	Health Savings Account Contrib	\$6,000.00	\$750.00	\$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	\$156.42	\$1,008.86	\$2,191.14	31.53%
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	\$593.19	\$1,409.08	\$1,590.92	46.97%
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	\$1,102.15	\$3,404.25	\$11,595.75	22.70%
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	APRIL 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
254	Concessions - Pop	\$300.00	\$0.00	\$7.98	\$292.02	2.66%
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	\$125.00	\$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	\$0.00	\$0.00	\$1,600.00	0.00%
310	Program Supplies	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
311	Softball/Baseball	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
312	Aerobic Instruction	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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	\$366.67	\$1,247.29	\$2,252.71	35.64%
322	Postage	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
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	\$20.30	\$128.45	\$871.55	12.85%
335	Background Checks	\$150.00	\$0.00	\$30.00	\$120.00	20.00%
340	Advertising	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
381	Electric Utilities	\$17,000.00	\$1,413.68	\$4,379.71	\$12,620.29	25.76%
383	Gas Utilities	\$8,000.00	\$1,025.61	\$4,371.13	\$3,628.87	54.64%
384	Refuse/Garbage Disposal	\$800.00	\$81.70	\$245.10	\$554.90	30.64%
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	\$30.00	\$30.00	\$770.00	3.75%
433	Dues and Subscriptions	\$500.00	\$0.00	\$1,289.41	-\$789.41	257.88%
442	Safety Prog/Equipment	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
443	Sales Tax	\$1,600.00	\$119.00	\$835.00	\$765.00	52.19%
445	Sr Meals Expense	\$400.00	\$94.49	\$94.49	\$305.51	23.62%
448	Weight Room Ins Reimbur	\$150.00	\$10.45	\$43.35	\$106.65	28.90%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
452	Refund	\$150.00	\$0.00	\$210.00	-\$60.00	140.00%
453	80 Acre Development Expense	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
457	Weight Room Expenses	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
459	PAL Foundation Expenditures	\$3,000.00	\$0.00	\$96.79	\$2,903.21	3.23%
461	Silver Sneakers	\$6,500.00	\$598.00	\$2,392.00	\$4,108.00	36.80%
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	\$416.56	\$103.44	80.11%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 45100 Park and Recreation (GENERA		\$518,648.00	\$28,170.10	\$96,087.38	\$422,560.62	18.53%
DEPT 45500 Library						
101	Assistant	\$35,027.00	\$0.00	\$0.00	\$35,027.00	0.00%

OBJ	OBJ Descr	2019 Budget	APRIL 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	\$2,472.00	\$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	\$130.09	\$175.53	\$1,824.47	8.78%
202	Library Subscriptions	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
203	Library Books	\$5,000.00	\$1,089.57	\$2,288.86	\$2,711.14	45.78%
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	\$59.79	\$181.81	\$818.19	18.18%
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	\$5.59	\$1,048.09	-\$48.09	104.81%
433	Dues and Subscriptions	\$0.00	\$0.00	\$435.34	-\$435.34	0.00%
443	Sales Tax	\$100.00	\$2.00	\$6.00	\$94.00	6.00%
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	\$416.56	\$103.44	80.11%
DEPT 45500 Library		\$82,130.00	\$3,863.18	\$8,554.26	\$73,575.74	10.42%
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	\$9,732.00	\$22,608.00	30.09%
388	Recycling Expenses	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
430	Miscellaneous	\$3,240.00	\$262.00	\$1,048.00	\$2,192.00	32.35%
DEPT 48000 Recycling		\$35,980.00	\$2,695.00	\$10,780.00	\$25,200.00	29.96%

OBJ	OBJ Descr	2019 Budget	APRIL 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
FUND 101	GENERAL FUND	\$4,484,104.00	\$281,610.99	\$1,199,388.48	\$3,284,715.52	26.75%
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	APRIL 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	\$0.00	\$0.00	\$5,740.00	0.00%
620	Fiscal Agent s Fees	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
DEPT 47015 47015 Series 2015B		\$148,040.00	\$0.00	\$0.00	\$148,040.00	0.00%
FUND 301 DEBT SERVICE FUND		\$166,585.00	\$0.00	\$0.00	\$166,585.00	0.00%
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	APRIL 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	APRIL 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	\$75.10	\$484.35	-\$484.35	0.00%

OBJ	OBJ Descr	2019 Budget	APRIL 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	\$75.10	\$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	\$75.10	\$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	\$6,301.60	\$26,262.83	\$54,664.17	32.45%
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	\$472.62	\$1,854.20	\$4,215.80	30.55%
122	FICA	\$6,191.00	\$434.69	\$1,617.04	\$4,573.96	26.12%
131	Employer Paid Health	\$19,622.00	\$1,635.20	\$6,618.80	\$13,003.20	33.73%
132	Employer Paid Disability	\$740.00	\$61.66	\$246.64	\$493.36	33.33%
133	Employer Paid Dental	\$1,032.00	\$86.00	\$344.00	\$688.00	33.33%
134	Employer Paid Life	\$67.00	\$5.60	\$22.40	\$44.60	33.43%
136	Deferred Compensation	\$650.00	\$50.00	\$200.00	\$450.00	30.77%
151	Workers Comp Insurance	\$6,010.00	\$3,919.00	\$3,919.00	\$2,091.00	65.21%
152	Health Savings Account Contrib	\$6,000.00	\$1,500.00	\$3,000.00	\$3,000.00	50.00%
200	Office Supplies	\$250.00	\$0.00	\$11.97	\$238.03	4.79%
208	Instruction Fees	\$2,500.00	\$975.00	\$975.00	\$1,525.00	39.00%
210	Operating Supplies	\$3,500.00	\$133.94	\$271.46	\$3,228.54	7.76%
212	Motor Fuels	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
213	Diesel Fuel	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
220	Repair/Maint Supply - Equip	\$10,000.00	\$491.30	\$860.13	\$9,139.87	8.60%
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	\$0.00	\$265.99	\$3,734.01	6.65%
229	Oper/Maint - Lift Station	\$12,000.00	\$256.50	\$775.88	\$11,224.12	6.47%

OBJ	OBJ Descr	2019 Budget	APRIL 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
230	Repair/Maint - Collection Syst	\$7,000.00	\$1,243.12	\$1,243.12	\$5,756.88	17.76%
231	Chemicals	\$18,000.00	\$840.85	\$3,474.66	\$14,525.34	19.30%
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	\$160.51	\$481.87	\$4,074.13	10.58%
321	Communications-Cellular	\$1,600.00	\$0.00	\$24.80	\$1,575.20	1.55%
322	Postage	\$800.00	\$0.00	\$0.00	\$800.00	0.00%
331	Travel Expenses	\$2,500.00	\$460.82	\$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	\$0.00	\$0.00	\$8,000.00	0.00%
381	Electric Utilities	\$27,000.00	\$3,558.70	\$11,233.87	\$15,766.13	41.61%
383	Gas Utilities	\$3,000.00	\$303.00	\$1,267.93	\$1,732.07	42.26%
384	Refuse/Garbage Disposal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
406	Lab Testing	\$15,000.00	\$356.40	\$1,425.60	\$13,574.40	9.50%
407	Sludge Disposal	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.00%
420	Depreciation Expense	\$225,000.00	\$0.00	\$0.00	\$225,000.00	0.00%
430	Miscellaneous	\$100.00	\$15.00	\$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	\$0.00	\$140.00	\$1,860.00	7.00%
452	Refund	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
500	Capital Outlay	\$1,300,000.00	\$1,200.00	\$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	\$24,461.51	\$69,333.43	\$1,733,631.57	3.85%
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	\$24,461.51	\$69,333.43	\$1,733,631.57	3.85%
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	APRIL 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	\$306,147.60	\$1,566,215.76	\$5,229,793.24	23.05%

B.5.

City of Crosslake - Preliminary 04/30/2019 Preliminary Budget to Actual Analysis (Remove Debt Service, Capital Outlay and Operating Transfers)					
Description	2019 Budget	30-Apr-19	2019 YTD Amount	2019 YTD Balance	2019 %YTD Budget
Total Expense (From Month End Report For April 30, 2019)	\$ 6,796,009	\$ 306,186	\$ 1,566,216	\$ 5,229,793	23.05%
Adjustments:					
<u>Less: All DS Issues</u>					
(101-41400-600) Administration: Copier Lease	(864)	(144)	(288)	(576)	33.33%
(101-41910-600) Planning and Zoning: Copier Lease	(864)	(144)	(288)	(576)	33.33%
(101-42110-600) Police: Copier Lease	(144)	(24)	(48)	(96)	33.33%
(101-45100-600) Parks and Rec.: Copier Lease	(520)	(104)	(417)	(103)	80.11%
(101-45500-600) Library: Copier Lease	(520)	(104)	(417)	(103)	80.11%
(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)	(520)	(499,496)	(192,309)	72.20%
<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)	0	(2,645)	(62,355)	4.07%
(101-42110-500) Police Administration Capital Outlay	(4,683)	0	0	(4,683)	0.00%
(101-42110-550) Police Administration Capital Outlay - Vehicles	(60,000)	(1,881)	(2,436)	(57,564)	4.06%
(101-42280-500) Fire Administration - Capital Outlay	(15,000)	(2,815)	(5,479)	(9,521)	36.53%
(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)	(4,779)	(110,773)	(899,269)	10.97%
(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)	(1,200)	(1,200)	(1,298,800)	0.09%
Total Capital Outlay	(2,827,264)	(10,675)	(124,063)	(2,703,201)	4.39%
<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	\$ 294,991	\$ 942,657	\$ 2,109,283	30.89%
Linear Assumption (4 Month/12 Months) = 33.33%					
	33.33%	\$ 2,265,336			-2.45%

B.6.



CROSSLAKE POLICE DEPARTMENT

MONTHLY REPORT

April

2019

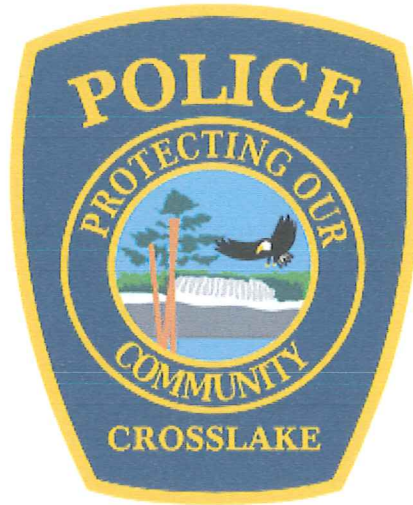
Crosslake Police Department

Monthly Report

April 2019

Agency Assist	10	Trespass	1
Alarm	18	Welfare Check	3
Animal Complaint	3		
ATV	1	Total	133
Burning Complaint	1		
Compliance Check	1		
Disturbance	2		
Domestic	2		
Driving Complaint	3		
Drug Information	1		
Ems	20		
Fire	1		
Gun Permits	2		
Hazard In Road	2		
Information	9		
Intoxicated Person	2		
Licensing	1		
Parking Complaint	1		
Party Complaint	1		
Personal In Accident	1		
Property Damage Acc	3		
Public Assist	5		
Search Warrant	1		
Shooting Complaint	2		
Suicidal Person	1		
Suspicious Activity	1		
Suspicious Vehicle	3		
Theft	1		
Traffic Arrest	3		
Traffic Citations	2		
Traffic Warnings	25		

B.7.



CROSSLAKE POLICE DEPARTMENT

MISSION TOWNSHIP MONTHLY REPORT

April
2019

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

Agency Assist	2
Alarm	2
DOA Natural	1
Ems	6
Housewatch	1
Public Assist	1
Stalled Vehicle	1
Traffic Arrest	1
Traffic Citations	7
Traffic Warnings	27
Total	49



Crosslake Fire Department

Date: April 2019

B.8.

Incidents

Description of Incident	Calls	YTD
3 - Rescue & Emergency Medical Services		
311 - Medical Assist - Assist EMS Crew	15	75
300 - Rescue, EMS Incident	1	2
322 - Motor Vehicle Accident with Injuries	1	3
324 - Motor Vehicle Accident with No Injuries		
340 - Search for Lost Person		1
362 - Ice Rescue		
326 - Snowmobile Accident With Injuries		
Total:	17	81
1 - Fire		
111 - Building Fire		
111 - Building Fire (Mutual Aid)	1	2
114 - Chimney Fire		
112/118/113 - Fire Other		
143 - Grass Fire/Wildland Fire	2	2
131 - Automobile Fire		
Total:	3	4
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	1
561 - Unauthorized Burning		
550 - Public Assist	5	8
Total:	6	9
6 - Good Intent Call		
611 - Dispatched and Cancelled en route	1	5
600 - Good Intent Call		
609 - Smoke scare, Odor of smoke		
Total:	1	5
7 - False Alarm & False Call		
743 - Smoke Detector Activation - No Fire	1	8
746 - Carbon Monoxide Detector Activation - No CO		2
731 - Sprinkler Activation due to Malfunction		
Total:	1	10
8 - Severe Weather & Natural Disaster		
814 - Lightning Strike (No Fire)		
Total:		
Total Incidents:	28	113



City of Crosslake, Minnesota
FIRE DEPARTMENT

May 2019

Memo

RE: April Fire Department Training / Activities

To: Mayor, City Council Members

Training:

April 4, 2019: EMS Training - Drug Recognition Training Sheriffs Office

April 8, 2019: Incident Command – Disaster Training (Crow Wing County)

April 9, 2019: Skywarn Training

April 10, 2019: Wildland - Urban Fire Ops Training

April 24, 2019: Tactical EMS / Active Shooter Hands on Training

Activities:

April 10, 2019: Relief Association Meeting

April 27, 2019: Road side Clean Up

April 27, 2019: Senior Expo

New Recruits (Reed Nelson, Caitlin Malin) Completed EMS/EMR Initial Training

NFPA 1041 Instructor Training: Seth Wannebo, Joel Carlton

NFPA 1021 Officer Training: Seth Wannebo, Joel Carlton

MSFDA Conference – Mankato

Building Committee Meetings continued with WSN and Hytec.

Thank you,

Chip Lohmiller

Chief

Crosslake Fire Department



**NORTH AMBULANCE
CROSSLAKE**

APRIL 2019 RUN REPORT

TOTAL CALLOUTS: **56**

NIGHT: 17 DAY: 39

No Loads:	05
Cancels:	10
Fire Standbys:	00
Police Standbys:	00
Transported Patients:	41

CROSSLAKE:	25 (3 No Load, 2 Cancel)
BREEZY POINT:	05 (2 Cancel)
IDEAL:	00
MISSION:	00
FIFTY LAKES:	00
MANHATTAN BEACH:	01
CENTER:	00
TIMOTHY:	00

MUTUAL AID TO:

PINE RIVER:	16 (2 No Load, 4 Cancel)
BRAINERD:	09 (2 Cancel)

BLS TRANSFERS:	00
ALS TRANSFERS:	00

ALS INTERCEPTS (ADVANCED LIFE SUPPORT):

BRAINERD:	00
PINE RIVER:	00
AIRCARE:	02

B. 10.

MONTHLY PLANNING & ZONING STATISTICS - CROSSLAKE

PERMITS	April-2019	Year-to-Date 2019	April-2018	Year-to-Date 2018
New Construction (Dwellings)	3	6	6	9
Septic - New	3	3	3	4
Septic Upgrades	2	3	0	2
Porch / Deck	7	11	7	11
Additions	1	3	0	2
Landscape Alterations	2	5	0	2
Access. Structures	4	6	6	9
Demo/Move	2	8	5	6
Signs	1	2	2	2
Fences	0	0	1	1
E911 Addresses Assigned	4	5	3	5
Total Permits	29	52	33	53

ENFORCEMENT / COMPLAINTS	Year-to-Date 2019	Year-to-Date Closed	Year-to-Date Open	Year-to-Date % Closed
Enforcement	0	0	0	100%

CUSTOMER SERVICE STATISTICS	April-2019	Year-to-Date 2019	April-2018	Year-to-Date 2018
Counter Visits	66	170	86	174
Phone Calls	188	440	118	292
Email	73	164	62	146
Total	327	774	266	612

Call For Service	7	8	7	11
Shoreland Rapid Assessment Completed (Buffer)	2	4	2	3
Stormwater Plans Submitted	9	13	6	10
Site Visits	61	70	82	92

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	16	0	15	0
Passing Septic Compliance Percentage		100%		100%

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



B.11.

STATED MINUTES
City of Crosslake
Planning Commission/Board of Adjustment and City Council Joint Meeting
March 12, 2019
3:00 P.M.

Crosslake City Hall, 37028 County Road 66, Crosslake, MN 56442

1. Planning Commission / Board of Adjustment (PC/BOA) was called to order by Vice-Chair Lindner with the following commissioners present: Bill Schiltz, Jerry Volz, and Chair Mark Wessels
2. City Council was called to order by Mayor Dave Nevin with the following city council members present Gary Heacox, John Andrews and Aaron Herzog
3. Staff members present as follows Jacob Frie, Environmental Services Supervisor, Jon Kolstad, Environmental Services Specialist, and Cheryl Stuckmayer, Customer Service Specialist
4. Ordinance Changes and feedback
 1. Additional Industrial Zoning District areas
Kolstad gave a brief review of current zoning, comprehensive plan and how the subject came about, along with map examples from the comprehensive plan. A discussion was held resulting in a conclusion that the market place needs would drive the time table for a future look at this
 2. Alternate Parking
Kolstad gave a brief history on the subject. A discussion was held resulting in a need to increase performance standards, sign language to be added and a closer proximity to be determined
 3. Storage buildings (8 empty Limited Commercial Properties), how many vacant commercial parcels from Co Rd 3 to 16? Co Rd 66 total %?
Kolstad gave a brief ordinance explanation along with some research and history on this subject. A discussion was held resulting in the need to look at performance standards in relation to the setback requirements
 4. Building design and height in Downtown Commercial (30' mid-peak)
Kolstad presented details and examples. A discussion was held with an outcome to continue on with the current ordinance at this time

Suggested time line to present additional information at the July PC/BOA meeting

Motion by Schiltz; supported by Wessels to adjourn PC/BOA joint meeting at 4:40 P.M.

Motion by Nevin; supported by Andrews to adjourn the City Council joint meeting at 4:40 P.M.

All members voting "Aye", Motion carried.

Respectfully submitted,

Cheryl Stuckmayer

Cheryl Stuckmayer
Customer Service Specialist



B.
12.

STATED MINUTES

City of Crosslake Planning Commission/Board of Adjustment

March 22, 2019

9:00 A.M.

Crosslake City Hall
37028 County Road 66
Crosslake, MN 56442

1. Present: Chair Mark Wessels; Vice-Chair Mark Lindner; Joel Knippel; Bill Schiltz; Jerome Volz; and Liaison Council Member Aaron Herzog
2. Absent: Alternate Matt Kuker
3. Staff: Jon Kolstad, Environmental Services Specialist and Cheryl Stuckmayer, Customer Service Specialist
4. 2-22-19 Minutes & Findings – **Motion by Knippel; supported by Schiltz to approve the minutes & findings as written. All members voting “Aye”, Motion carried.**
5. Agenda amendment; Crosswoods Development LLC applications (Variance & CUP) withdrawn – **Motion to accept by Wessels; supported by Knippel. All members voting “Aye”, Motion carried.**
6. 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.
 - 6.1 None
7. New Business
 - 7.1 Joseph M & Kimberly A George – Variance for a lake setback
 - 7.2 Crosswoods Development LLC – Variance for a building height and density
 - 7.3 Crosswoods Development LLC - CUP for multi-family dwellings
8. Other Business
 - 8.1 Staff Report
9. 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.
10. Adjournment

**Joseph M & Kimberly A George
14146000060009 / 14110505**

Wessels announced the variance request and invited Ward of North Ward Homes, the applicant/owner's representative to the podium. Kolstad read the variance request, project details, no comments received, impervious percentage, stormwater management plan submitted, compliant septic system, history of the parcel and a letter from the owners containing their history, activity in Crosslake and explanation for their request. Ward explained the proposed project in detail. Wessels stated the request was improving the current impact on the lake by moving the location back and not requesting the current location to rebuild. Wessels opened the public hearing with no response, therefore the public hearing was closed. Schiltz commented that the request was reasonable with the proposed construction to be moved back from the lake and is not infringing on the other two home on either side or the septic system and well; this is a vast improvement. 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.

March 22, 2019 Action:

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

- **Lake setback of 50 feet where 75 feet is required to proposed dwelling**

To construct:

- **2400 square foot dwelling where 324 square feet requires a variance with a 570 square foot reduction of nonconformity consisting of:
1080 square foot lower level
1320 square foot main level**

Per the findings of fact as discussed, at the on-site conducted on 3-21-19 and as shown on the Certificate of Survey received at the Planning & Zoning office dated 3-11-19 located at 37953 Cty Rd 3, 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 3-22-21

Findings: See attached

All members voting “Aye”, Motion carried.

**Crosswoods Development LLC
14112000001A009**

Wessels announced the variance request. Kolstad invited the applicant's representative, William Doerr of Doerr Architecture, Breezy Point to the podium. Kolstad asked Chair Wessels to allow Doerr the representative to speak before he proceeded. Doerr read into the record: "Good morning, before I take any questions...I would like to say the following. As I said I am William Doerr of Doerr Architecture for Babinski Properties a locally owned and operated company that is looking to provide the need for housing in our surrounding communities. At this time out of respect for The Citizens and City of Crosslake we would like to pull our application to further provide open conversation on what our goals for Crosslake are and to dismiss any and all misconceptions and false narratives that we have heard since our DRT Workshop this past Wednesday. We feel that 48 hours is not adequate turn around to answer the Planning and Zoning initial concerns. We will resubmit our application as in the upcoming months once we have provided open community meetings to provide details of the project and address concerns and questions from the public. I came here today to be on public record that Babinski Properties is fully committed to provide a multi-family building that is strictly fair market with no housing subsidies. We are looking to do so for the betterment of Crosslake and answer the overdue demand for residential off lake housing." Kolstad explained that the application has been withdrawn and we will not be hearing anything further on this at this time. Wessels further stated that the application has been pulled and that they will submit at a later date and that the commission will receive notice of that schedule. Kolstad clarified that when the Planning and Zoning department receives notice of the submittal, be it a new request of the same request, a public notice will go out as in the past.

Other Business:

1. Staff report
 - a. Monthly city council report
 - b. Development Review Team (DRT) had one February monthly meeting (37953 Cty Rd 3)
 - c. One April public hearing application that was tabled in February
 - d. Variance height policy discussion (sample & history examples)
 - e. Contractor workshop scheduled for March 27th
 - f. April monthly schedule
 - g. Anderson Engineering, private survey company to survey USACE property in Crow Wing County in the next few months to find out who is encroaching on their property
 - h. Schiltz stated that he appreciates the Planning and Zoning staff's professional attitude along with always being accommodating with any concerns/inquiries

Open Forum:

1. None

Matters not on the Agenda:

1. There were no matters not on the agenda

Motion by Knippel; supported by Schiltz to adjourn at 9:35 A.M.

All members voting "Aye", Motion carried.

Respectfully submitted,

Cheryl Stuckmayer

Cheryl Stuckmayer
Customer Service Specialist

Parks, Recreation/Library Commission Minutes
Wednesday, April 24, 2019
2:00 PM at the Crosslake Community Center

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

I. Meeting Called to order at 1:55

II. Approval of March Minutes

Motion: To Approve Minutes from the March 27, 2019 Meeting as written: Albrecht/Villella
Favor: All

III. Additional Insurance Discount Program for Seniors

The Community Center has been contacted by United Health Care to inquire if we would be interested in the addition of their fitness discount program to our facility offerings beginning January 2020. A contract would need to be agreed upon and the program would work similar to the others, with a \$3.20 per visit reimbursement or a \$20.00 once a month payment for each individual attending at least one time during the calendar month. The consensus of the Commission Members was to support the addition of the new program.

IV. Aluminum Trailer

TJ is recommending the purchase of an aluminum trailer marked as surplus by the Crosslake Fire Department. The Parks Department currently has to borrow trailers from Public Works when there is a need. The purchase price is \$2,500.00 and TJ could cover the cost with the current budget.

Motion: To purchase the surplus trailer from the Crosslake Fire Department:
Villella/Melberg Favor: All

V. Dog Park Update

TJ had been working under the misconception that a barrier of 30 trees needed to be planted before the Dog Park could open. A review of the Committee Minutes confirmed 30 trees was a recommendation, not a requirement, to discourage people from wandering past the Dog Park fencing and as a noise barrier. At this time, a total of 3 trees have been purchased with a total of 10-12 trees planned. TJ will communicate with the neighbors, as directed by the Mayor and Council, these plans and provide a trial time to determine any future needs including, perhaps, further fencing.

The Grand Opening date will be announced soon.

VI. Library Update

The Library welcomes back all the volunteers returning from their winter locations.

The Library Manager has met with the Crosslake Community School's Director to plan for the 2019-2020 school year scheduling. She explained the Library will no longer open early on Tuesday mornings during the school year for the children only, due to the number of Library volunteers unavailable during the winter months. The School will submit a plan for the new schedule in late summer that will accommodate their students and the Library's regular hours. Joe Albrecht, one of the Book Sale Coordinators, reported the first Book Sale of the season went well with profits over \$400.00. The next sale will be held Friday and Saturday, May 3rd and 4th.

VII. New Logo

TJ presented the new Parks and Recreation logo that he and Dylan from Crosslake Communications have been designing. Some minor adjustments are still being made and TJ hopes to bring in the final design at the next meeting.

VIII. Natural Gas Line Update

A rough estimate for installing natural gas to the garden garage has come in at \$1,200.00. TJ is still waiting for the complete written estimate for both the garden garage and the maintenance shop. The Commission was inquiring if the line would be run from the Community Center or from Daggett Pine Road and if that would influence the final estimate.

IX. Personnel Update

The Personnel Committee approved the updated Building Attendant job description, as well as, recommended hiring one, possibly two more part-time staff members for the Community Center as needed to cover current hours and allow for coverage during current staff members leave.

The Committee also passed a motion to accept the updated Seasonal Grounds Maintenance job description and open the position posting. This position may be a joint hire with Public Works. TJ and Ted Strand, Public Works Director, would schedule the new position as needed throughout the season and the pay would be covered from each budget accordingly. All these positions wages are covered in the current budget allowance.

X. Open Forum

TJ provided an update on the Pickleball court situation. Once an archeological study has been completed, plans will be developed and fundraising can begin.

XI. Adjourn

Motion to Adjourn: Villella/Christner Favor: All

B. 14.

Public works meeting minutes 3-4-2019

1. Call to order at 4pm
2. Approved Feb. 4, 2019 minutes. All in favor
3. Sewer Project
 - a. After a discussion, a motion to the City Council was made to release the retainage to Bolton & Menk's recommendation. Motion carried.
 - b. There was a motion made to the City Council to recommend the change order to install the switch gear as Bolton & Menk had recommended with the guarantee from the engineer that this was the right way to go. Motion carried.
4. Annual Bridge Inspection
 - a. Accepted report from County
5. Ordinance Amendment Assessment Improvements

After a lengthy discussion, we are waiting for the improvement opinions from the appraiser & will be working further on the ordinance.
6. Future Road Connections

A lengthy discussion followed with no action at this time.
7. Other Business:
 - a. Perkins Road Update: A motion was made to City Council to do the Archeological Study. Motion carried.
 - b. After further discussion, a motion was made to the City Council to do the Feasibility Study on Perkins Road. Motion carried.
 - c. A discussion on crack sealing, seal-coating, & shouldering followed.
8. Adjourn 5:41 PM



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 Reese (WSN), 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 City 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 City 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 Schrapp

B.
15.

Crosslake Economic Development Authority
Regional EDA Workshop
Meeting Minutes
8:30 AM April 3, 2019 Crosslake City Hall

Crosslake EDA Members present: Dean Fitch, Patty Norgaard, John Gunstad, Jim Funk, Dave Schrupp
Others present: Sheila Haverkamp, BLAEDC Executive Director; Toni Buchite, Fifty Lakes Mayor; Linda Steffens, Fifty Lakes Council Member; Nancy Malecha, Pequot Lakes City Administrator; Joanna Lattery, Crosby Planning Commission; Chris Lindholm, Pequot Lakes EDC, Dave Peterson, Ideal Township Board Supervisor; Cindy Rieck, Pequot Lakes EDC; John Bilek, Ideal Township Board Supervisor; Allison Royce, Ideal Township Deputy Clerk-Treasurer; Shawn Crochet, Pequot Lakes EDC, Linda Peeples, Crosby Economic Development Committee; Robyn Wolfe, Crosby City Council; Martha Steele, Mission Township resident

A regional workshop meeting sponsored by the Crosslake EDA was called to order by Dean Fitch at 8:30 AM. The purpose of the meeting was to share common issues affecting economic development in the surrounding area.

Soliciting comments from each attendee, the following concerns were voiced and recorded:

Adequate housing
Lack of Fire Department volunteers
Lack of younger people involvement
Attitude toward development/accepting change
Impacts of road construction
Divisiveness—tourism versus maintaining and embracing heritage
Infrastructure/connectivity issues
Identifying home based businesses
Drive thru versus destination
Expansion of commercial tax base/challenge of getting employees
Telling a story/outreach
How to keep downtown businesses surviving/getting business involved
Communication with public
Up to date ordinances/comprehensive plans
Looking at long term versus immediate
Residual effects of ideas
Resurrect beautiful buildings/preserving historic reference
Need for variety/not all like-minded
How to make year round economy
Upgrades for sewer and water/how to finance
Workforce/how to find qualified workers
Intracultural diversity/welcoming community
How to attract businesses
Aging population
World is changing/retail changing/redevelopment/21st Century challenge/marketing technique
Young families need to be heard
Community events need to be inclusive for workforce
Connectivity to business district with parks

Affordable housing/workforce housing
Connecting with small businesses/home based businesses
Funding sources

After a short break, each attendee was asked to vote on their top concerns. The results of the vote produced the top four:

- Housing
- Infrastructure
- Telling Our Story
- Funding Sources

After reviewing the top four, it was noted that diversity was important and that there was connectivity with a skilled workforce and a welcoming, inclusive community. An increase in housing is dependent on sewer and water improvements at a high cost. Infrastructure has to grow. Telling a story creates a basis for why someone wants to live in the community and there should be a focus on marketing. There are options for funding sources that can support community projects. As the number one concern focused on housing, it was decided to create a committee to examine those challenges and opportunities. Patty Norgaard will lead this group with the following volunteers: Nancy Malecha, Linda Peeples, Allison Royce and Linda Steffens.

A follow up meeting will be held on Wednesday, October 2nd at 8:30 AM at the Crosslake City Hall to discuss feedback on the top four with Sheila Haverkamp presenting information on funding.

Dean Fitch thanked everyone for their attendance and input emphasizing that these issues are regional not local and can't be addressed alone.

The next Crosslake EDA meeting will be Wednesday, May 1st at 8:30 AM at the Crosslake City Hall with the key topic being the Small Business Initiative. Anyone interested in learning more about the SBI can attend.

Calendar of Events:

- January – Bill Brekken
- February – Cancelled due to weather
- March – BLAEDC Annual Update
- April—Regional Workshop
- May – Small Business Initiative/Planning for Comp Review
- June – Workforce Housing/2020 Preliminary Planning
- July – no meeting
- August – Finalize 2020 Plan/Budge & GreenStep City Update
- September – Small Business Initiative Process Review
- October – Regional Workshop/Issues Review
- November – Review Priorities for 2020
- December – Small Business Initiative Evaluation

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

Martha Steele, Volunteer

B. 16.

Crosslake Roll-Off & Recycling Services

April 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	6540	2940	9380	13640	0	0	2000
May									0	0	2000
June									0	0	2000
July									0	0	2000
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September									0	0	2000
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TOTAL IBS	26520	1700	1800	20320	9080	46960	42681	0
2000#	2000	2000	2000	2000	2000	2000	2000	2000
TOTAL TONS	13.26	0.85	0.9	10.16	4.54	23.48	21.3405	0

Tires 0

SCORE REPORT FORM

Mo./Yr.

March

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)

6,212

Corrugated Cardboard

2,327

Newspaper

-

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

3,884

Metal: Appliances, misc...

Commingled Materials: (includes)

15,303

%

lbs

5%

Metals- Aluminum Cans

765

21%

Tin Cans

3214

61%

Glass-

9335

Clear bottles

Green bottles

brown bottles

10%

Plastic - #1 & #2 bottles

1530

3%

Rejects

459

100%

15303

Total LBS.

21,514

0

Total Tons

10.76

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		26,597	104,778
	Accounts	Rate	Accounts	%	Paper	Commingle
BRD	2917	70%	2047	36%	9,650	38,015
BAX	1867	95%	1771	31%	8,349	32,889
B.P.	663	98%	650	12%	3,064	12,071
P.L.	495	67%	331	6%	1,560	6,147
C.L.	1053	78%	824	15%	3,884	15,303
C TWNSP	0	0%	0	0%	1,555	1,302
NIS	85	22%	19	0%	90	353
	7080	80%	5642	100%		

B. 18.

Meeting notes 4/24/19

4/10 Meeting minutes approved

Chairman commented on the notes supplied by Darrell Schneider. Darrell commented they could be used as a roadmap when approaching the business community. Chairman commented on the letter from Chief Lohmiller. Chairman commented on the list of questions compiled by Aaron Herzog. List will be addressed at end of the meeting.

Mike Lyonais spoke to the potential financing. Mike engaged a bond consultant. Noted it is expensive to issue bonds. Proposed (3) options: A.) bond all 4.7 million B.) Bond 3.4 million or C.) bond 2 million and 1.4 in cash. Revenue can be generated thru (3) options: 1.) special election bonds 2.) Capital Improvement bonds or 3.) Revenue bonds. Discussion began to focus on option B using capital bonds of 3.4 million and using 1.4 million cash. The proposed facility would then be incorporated into a CIP (capital improvement plan). Discussion about sales tax being an option as a funding source. AS long as the items you want paid for are in the CIP you can use sales tax to pay for them. Timeline was discussed with a final awarding of bonds by 8/12. Using a 3.5 million bond amount, residential homestead homes and seasonal recreational homes valued at 500,000 would pay \$114 annually for 15 years. Commercial/light industrial/farm valued at 500,000 would pay \$210. Darrell Swanson added that sales tax could help in the CIP. Councilman Schrupp added that a lot of roads were improved with city dollars over the last few years and public discussions have been to potentially move away from that mind-set and have more revenue be generated from those using the roads. Topic of prioritizing current items in the CIP. Mike Lyonias cautioned against as not to maintain the items you have made the commitment to maintaining. Questioned asked why not pay cash for whole project as we have it. No real support to do that, just simply be prepared to answer why we shouldn't go that route (give out Mike Lyonais # to all residents in Crosslake)

WSN/Hytec Revised proposal w/ basement

-47 parking stalls vs. 100

(Mayor announced the property south of the old school was purchased for \$170,000)

-Move building further to north boundary line

-Basement added for storage, AV rooms, mechanical room and having access to mechanical

-reduced main floor by 1,000 sq. ft.

-Admin concerns: offices too small as not to accommodate a desk in office, no windows in bullpen area and wondering if council chambers could be in middle and offices on pond side

-Chief Lee asked Hytec if any construction costs were saved by adding basement and shrinking main floor 1000 ft...Hytec said no but 5,000 ft. of storage was added in basement for same cost

-Hytec said they have gone up and above "normal" proposals and it is decision time

-will stairs accommodate a future elevator...answer was no...cost for elevator is \$100K

-Talk of making a motion to move on...what does Hytec need to do so...they need a design contract

-The following motion was made by Mark Wessels and was seconded by Mick Tchida : The facilities committee recommends the city of Crosslake accept the plan dated 4/18 (with basement) to build a new Administration/Police Building and accept the plan to remodel city hall to accommodate the fire department, with a total cost of \$4.8 million. Additionally, the committee recommends that Hytec construction be contracted for the design work. Discussion followed. Vote was cast. Motion passed with 100% approval.

-How do we fund? Committee decided to have city official and city council determine this

- Spent time discussing the question list by Aaron Herzog and he was comfortable with the answers provided during the meeting and during the discussion
- Discussion of what the process looks like moving forward
- How did we get to the point of selecting Hytec for design? Comfortable with the them as a company but equally important is the working relationship they have with SourceWell who the city has committed to using for cost saving and cost assurance
- Need to select a sub-committee to interface with Hytec during the design process. Motion was made by Marcia Siebert-Volz and seconded by Tom Swenson: Committee would like to form a sub-committee to work with Hytec Construction including Dave Nevin, Eric Lee, Chip Lohmiller, Mike Lyonais and Kevin Sedivy. The single point of contact from Hytec to committee will be Dave Nevin. Discussion followed. Vote was cast. Motion passed with 100% approval.
- Last intended meeting of this committee so no future meetings set
- Adjourn

CITY OF CROSSLAKE CITY HALL - ADMINISTRATION - POLICE - FIRE - DEPT.
BUILDING, APRIL 10, 2019 - From Meeting Notes by Darrell Schneider

- Consideration of the needs for updating the existing Crosslake City Hall were discussed with City Council and other meetings in 2018 following a study by consultant "5-Bugles" including drawings and cost estimates.
- In 2019 the City Council assembled a Committee of City Council members, Key Staff members, and interested and knowledgeable members from the public to review and provide information for consideration by the City Council.
- Retained the Architect WSN to propose a Building Plan
- Retained the Team of WSN and Hy-Tech Construction to develop a most cost effective plan to meet the needs of the City of Crosslake's Administrative, Police, and Fire Departments.
- Several plans for the City Hall were developed and presented to the Building Committee which included updating and remodeling of the present building and consideration for finding a separate site for the Administration and Police Department Building. A remodeled present City Hall Building can best meet the needs of the Fire Department.
- The WSN Architects and the Hy-Tech Construction Team presented very "transparent" plan sheets along with realistic, detailed cost estimates for most significant items.
- This "Transparency" has allowed the City Building Committee to better understand the details of the plans and be able to better discuss the items with the plan preparers and discuss detail refinements and costs.
- At this time, it seems that the Fire Department could best use, maintain, remodel, and improve the existing City Hall Building on the existing site. The Administration and the Police Departments can be most efficiently served in a new Building that could be located on a nearby property which appears to be available.
- It was tentatively agreed that it would be most efficient to build the Admin-Police Building first with the staff to stay in-place until the Admin-Police Building is complete enough to move the staff and begin to serve the public.
- The financial plan could possibly have more flexibility if the timing of construction were more spread out.

CITY OF CROSSLAKE - FIRE STATION BUILDING with attached Ambulance Unit.

- The Fire Station can effectively use all the available space within the Present City Hall Building.
- The Ambulance Unit will remain unchanged.
- The only addition planned is a 250 S.F.— 3-story Ladder Training Tower.
- There will be a Training Room that will accommodate the entire staff.

- The Main Fire Garage will be expanded internally with a wider 5th Bay.
- Smaller equipment can be stored in the Secondary Garage.
- There will be a Day Room and Turnout Room with attached Locker Room.
- There will be Decontamination and Dirty Bath Rooms for cleanup after a fire.
- There will be Offices, Restrooms, and well-placed Storage Rooms.
- New Exterior Cladding, Utilities, and Fire Protection have been considered.
- In the future, if necessary, outside building walls can be expanded to the East and/or West.
- In the future, if necessary, sleeping provisions can be easily made.

CITY OF CROSSLAKE - POLICE AND ADMINISTRATION BUILDING

- There is an appropriate property a short distance south of the present City Hall east of County Road 66 on the north side of Daggett Bay Road.
- The City Council has authorized negotiations with the present property owners but City has not yet Purchased.
- The proposed property is large enough to allow remaining at a comfortable distance (100'+/-) from adjacent properties.
- There would be adequate space for a 96 spaces parking lot with a drainage system to serve the site and protect the adjacent ponds.
- There would be a secured major public entrance to a vestibule followed by lobbies with access to City Services, Police, Council Chamber, and Restrooms.
- Security Cameras would be useful in managing the flow of public users.
- The Council Chamber/EOC would have more than 100 seats safe from weather extremes and have a generator to respond to any electrical failures.
- City Services are supported by a Service Counter, Offices, Review Table, Meeting Room, Conference Room, and Files.
- Police Services are supported by an Armory, Gear Storage, Evidence Intake and Storage, Interview Rooms, Conference Room, and Secured Lobby.
- Police Offices (3) would be necessary for the Chief, Sargent, and other such as Investigator.
- The Police will have a 4 Stall Secure Garage with 2 Doors on the North and 2 Doors on the South to make efficient mobility possible.
- It was suggested that design of of a basement could help in considering reducing project costs.
- Extension of City Sewer and Site Work (Tree removal, Grading, ETC.) have been considered.

~~Expenditure~~

4/24/19

Kevin Sedivy

Ted Strand

Dan Hagganston

Erik Lee

DAVE SETTRUP

MIC TOMIDA

Mark Lindner

Mark Wessels

DARRELL SCHNEIDER

GARY HEACOX

Bill SCHULTZ

ARON HERZOG

Marcia Seibert-Volz

Tom SWENSON

DOREEN GALLAWAY

David Neumi

DAVE REESE

Crosslake Sanitary Sewer & Septic Advisory Committee
Meeting Minutes
April 5, 2019
Crosslake Community Center

Attendees: Darrell Swanson, Aaron Hezog, Jeff Laurel, Steve Roe, Dave Nevin, Patty Norgaard, Jon Kolstad, Darrell Schneider, Dave Schrupp, Ted Strand, Gary Heacox, Phil Martin, Andrew Beodell, Mark Wessels, Amy Wannebo, Dave Fischer, Tom Espersen, Darrell Shannon, Cindy Myogeto, Dale Melberg, John Forney and John Andrews via telephone

- Meeting called to order by John Forney at 8:00 AM
- Minutes of last meeting approved
- Ted Strand reported water meter was installed at Moonlite Bay but awaiting installation at Moonlite Square and Carwash. Ted working to get other two installed. Meters provide daily reading. Registered 8,400 gallons for St Patrick's weekend at Moonlite Bay.
- Amy Wannebo reported on ongoing results from searching files for data – see report for numbers (Amy to provide).
- Discussion on getting info on current systems. Darrell Shannon moved that we recommend City hire intern to obtain data, seconded by Steve Roe. Motion tabled as first need to firm up data to be collected and develop plan/ job specifications.
- Dave Schrupp reported on contact with MPCA:
 - Aware that Ottertail County and Washington County have programs for ensuring septic systems are pumped/inspected on regular basis. Dave had some info on Washington County – given to John Forney
 - Reached out to League of Minnesota Cities. They do not keep that data but recommended that there is a network of cities that is accessible through the city clerk. Dave Schrupp has asked Char Nelson to use that system to ask about cities with septic ordinances. Responses pending
- Dave Fischer provided information on how North Oaks Ordinance was implemented and how pumpers provide info to city after pumping, which is required every two years (see Dave's report and ordinance). +/- 1,200 systems, administrative workload 1 workday per month. It was agreed that a subcommittee be formed to contact North Oaks administration for more detailed information on how they set up database to monitor and how non-reporting/ failing systems are handled.
 - Subcommittee will be Dave Fischer, Jeff Laurel, Dave Schrupp and Steve Roe. We will set up conference call. Instructed to report at April 19 meeting.
 - See copy of Dave Fischer's report attached.
- Darrell Schneider reported on Lino Lakes where most properties are now sanitary sewer. Booklet with City requirements/information provided to John Forney.
- Darrell Swanson reported on Sales Tax Committee progress:
 - Received considerable information from Tim Bray of Crow Wing County on 0.5% sales tax implemented by county for transportation.
 - Study done by UofM Extension on estimated amounts tax would raise and who would pay; 50% by residents and 50% by non-residents.

- Darrell contact Ryan Pesch of UofM Extension. They will do study for \$750 and he is willing to come up and outline methodology for us. Darrell will try to set up for next joint committee meeting.
- As info, Brainerd/Baxter also have 0.5% sales tax that pays for water pipe extension to Brainerd airport. Therefore, Brainerd/Baxter businesses collect 0.5% more Sales Tax than Crosslake businesses.
- City of Walker has a 1.5% sales tax. The Committee met with the City Clerk who led the effort to get the tax approved.
 - A 20-year long range Capital Plan was prepared to support the amounts the tax would need to raise.
 - Took 6 years to get Legislature to approve.
 - Raised \$688,000 in 2018 (first year).
- Currently two bills pending in Legislature that affect how current approval process may change.
 - One bill allows LGU to implement sales tax (up to 1.5%) with voter approval. No OK before or after resident vote by Legislature needed.
 - Other bill requires Legislature to approve before LGU residents vote.
- Sales Tax Committee sees following as next steps:
 - City Council needs to appoint City Employee to lead process.
 - Develop City Long Range Capital Plan (10-20 years?) to identify revenue needs that can be covered by Sales Tax.
 - UofM Extension study to identify how much will be raised by various sales tax options (0.5%, 1.0 %, 1.5%, etc.) and how much will come from residents versus non-residents. Note: Committee expects larger percentage will come from non-residents. Council needs to authorize expenditure.
 - Vote of residents needs to be at General Election. Next General Election is November, 2020 so that needs to be timeline goal.
- > There was a discussion about asking the City Council to consider hiring an intern to work on the septic compliance records. This may be discussed at the City Council meeting on Monday, April 8.
- > There was also discussion about reporting and paperwork that the septic pumpers fill out. Some pumpers fill out a detailed report and some even advise customers that the report is sent to the city. Jon Kolstad advised that the city does not receive the reports nor are they on file with the city.
- Meeting Adjourned at 9:15 AM?

Drf/April 5 2019

Crosslake Sanitary Sewer & Septic Advisory Committee
Meeting Minutes
April 19, 2019
at
Crosslake Community Center

Attendees: Darrell Swanson, Aaron Hezog, Jeff Laurel, Steve Roe, Dave Nevin, Patty Norgaard, Jon Kolstad, Darrell Schneider, Dave Schrupp, Dennis Taylor, Ted Strand, Gary Heacox, Phil Martin, Mark Wessels, Dave Fischer, Darrell Shannon, Dale Melberg, John Andrews, Dave Reese, Bob Perkins, John Forney

- Meeting called to order by John Forney at 8:00 AM.
- Minutes of April 5 meeting approved.
- Ted Strand reported water meter was installed at Moonlite Bay and Ted distributed table showing results for 5+ Weeks. Peak daily usage of 4,269 gallons occurred on March 16, St Patrick's Saturday. Ted advised meter for Moonlite Square has arrived and will be installed ASAP. Meter for Carwash due to arrive May 13 and will be installed at that time.
- Considerable discussion occurred about the options that should be considered for centralized sewer for Moonlite area and whether studies should be instituted now on all viable options. The question was whether this would shorten the time to come up with recommendation after July 4th when flow data for the three businesses will be indicative of waste water daily volume. The concern was that by waiting for the flow data, the timeline for construction in Summer 2020 would be missed, and construction would move to 2021. Eventually it was decided that Public Works Commission would continue their research on alternatives posed in the Bolton Menk Study and come back to this committee with their results. Ted Strand and the Commission will shoot for completing this task for either of the two next meeting (May 3 or May 17).
- Amy Wannebo was unable to attend and provide an update to her ongoing sampling of City Planning & Zoning files for septic data.
- The motion to hire an intern to gather data from the City files that had been tabled at the April 5 meeting was further tabled until the May 3 meeting.
- Dave Fischer reported that a conference call has been set up with staff from the City of North Oaks to obtain further information on the administration of their ordinance which requires all SSTs systems to be pumped and reports filed with the city every two years. A list of questions has been sent to North Oaks so they can have answers during the conference call. The call is scheduled for 11:00 AM on Wednesday, April 24th. In addition to the administrative staff, the North Oaks contracted septic inspector is scheduled to be on the call.

- Subcommittee is Dave Fischer, Jeff Laurel, Dave Schrupp and Steve Roe.
- Advised that Tom Espersen is retiring from CrowWing County. CWC working to hire replacement but there aren't many available replacements. Expect delays in process with design and inspections of septics
- Dave Schrupp will check with Char Nelson on response to "city check network" request regarding other cities with septic ordinances.
- Darrell Swanson reported that the Sales Tax Committee has completed their exploratory work and provided their findings to the City Council. As a result:
- The City Council approved engaging University of Minnesota Extension to estimate the amount a Sales Tax would raise at various percentages and how much would come from residents versus non-residents. They have done similar studies for other Local Government Units considering a Sales Tax. Cost is \$750.
- The original Committee was dissolved and a new Committee was formed to work further on the issue. It will be chaired by Mike Lyonais, City Administer/Treasurer.
 - Members include Dave Schrupp, Aaron Herzog, Ted Strand, Darrell Swenson, Cindy Myogeto and Leah Heggerston.
 - A 20-year long range Capital Plan needs to be prepared to identify what specific items the tax would be used for, and provide the support for the percentage that would be requested. Public Works is updating the 5/10/15 year plan for input into the Capital Plan
 - Patty Norgaard reported EDA Commission is also working on information/projects to be included in Capital Plan.
 - As previously reported, vote of residents needs to be at General Election. Next General Election is November, 2020 so that needs to be timeline goal.
- VRBO ordinances/licensing/Septic concerns were also discussed. Dave Schrupp and Patty Norgaard will obtain copies of ordinances from Pequot Lakes, Breezy Point and Lakeshore to be considered in developing a possible ordinance for Crosslake.
- Mayor Nevin suggested that the Committee prepare options that could be adopted depending on information (i.e., Volume of septic that would be required if sanitary sewer were extended to Moonlight area. Options could include extension of sanitary sewer by various methods or cluster concept.). Public Works will address situation also.
- Meeting Adjourned at 9:05 AM

B.
20.

RESOLUTION 19-_____
TO ADOPT FOR RENEWAL EXISTING LIQUOR LICENSE
ESTABLISHMENTS FOR 2019-2020

WHEREAS, the City of Crosslake does hereby resolve to adopt the Liquor License Renewals of establishments licensed in 2018-2019 for the licensing year 2019-2020:

ON SALE (INTOXICATING) - \$1500

Andy's
Crosswoods Golf Course
Maucieri's
Moonlite Bay
Riverside Inn
The Bourbon Room
The Cedar Chest
The Wharf
Zorbaz

SUNDAY (INTOXICATING) - \$200

14 Lakes Craft Brewery
Andy's
Crosswoods Golf Course
Maucieri's
Moonlite Bay
Riverside Inn
The Bourbon Room
The Cedar Chest
The Wharf
Zorbaz

OFF-SALE (INTOXICATING) - \$100

Andy's
Barstock Liquors
Maucieri's
Moonlite Bay
Moonlite Square
Riverside Inn

CLUB

American Legion Sunday \$200
American Legion On-Sale \$300

TAPROOM/BREWER OFF SALE

14 Lakes Craft Brewery Taproom \$500
14 Lakes Craft Brewery Brewer \$200

ON-SALE (NON-INTOX) \$75

Rafferty's

WINE \$100

Rafferty's

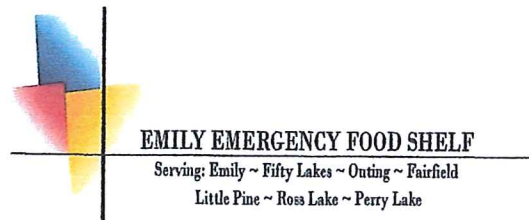
BE IT RESOLVED, that the City Council for the City of Crosslake, Minnesota go on record as renewing the above establishments for liquor/wine/beer licensing for the period of July 1, 2019 – June 30, 2020, at a Regular Council Meeting on the 13th day of May, 2019, after all licensing requirements are met both under local Ordinance and under MN State Statutes Chapter 340A, and approval is granted by the Minnesota Department of Public Safety Alcohol and Gambling Enforcement Division.

COUNCIL IN FAVOR –

COUNCIL AGAINST -

Michael R. Lyonais
City Administrator

David Nevin
Mayor



Thank You
For your support



B. 21.

Our Mission statement:

"To provide emergency food to members of our community who are struggling to make ends meet and to maintain dignity and privacy for the people we serve"

Donation Receipt

The Emily Emergency Food Shelf wishes to thank you for your generous donation of:

\$ 250⁰⁰ Date: April 2019

Because of your contribution we are able to continue to provide nourishing food to many members of our community each month. Our program is totally staffed by local volunteers.

Thank you for your continued support.

Nancy Moritz, Director

Our mailing address:

C/O Nancy Moritz, Director,
42145 Birchwood Drive,
Emily, MN 56447

The Emily Emergency Food Shelf is a 501c3 Non-Profit Organization. Your contribution is tax deductible to the extent allowed by law. No goods or services were provided in exchange for your contribution.

B. 22.

BILLS FOR APPROVAL
May 13, 2019

VENDORS	DEPT		AMOUNT
Ace Hardware, air filters	Gov't		131.00
Ace Hardware, tote, pail, markers	Fire		74.59
Ace Hardware, bulb recycling	Park		30.00
Ace Hardware, snowbroom	PW		14.99
Ace Hardware, chainsaw sharpening	PW		11.58
Ace Hardware, knife	PW		5.99
Ace Hardware, gloves	PW		10.99
Ace Hardware, foam board	Police		4.99
Ace Hardware, alum scoop	PW		41.99
Ace Hardware, acetylene cuft	Sewer		39.80
Ace Hardware, gloves	Park		21.99
Ace Hardware, marine silicone, protector, spark plugs	Sewer		73.29
Ace hardware, hose, propane, hardware	Sewer		75.94
Ace Hardware, hardware	PW		38.58
Ace Hardware, gas can	Sewer		33.99
Ace Hardware, ball valve	Fire		11.99
Ace Hardware, hardware	Fire		22.44
Ace Hardware, trash bags	Fire		9.99
Ace Hardware, bleach, ball valve	Fire		38.35
Ace Hardware, transfer pump, faucet, laundry tub	Sewer		179.45
American Welding, steel blade	PW		92.75
AT&T, cell phone charges	ALL		400.93
AW Research, water testing	Sewer		432.90
Baker and Taylor, books	Library		76.96
Banyon Data Systems, utility billing support	Sewer		990.00
BCA, background check	Park	pd 5-7	15.00
Blue Cross, health insurance	ALL		20,850.00
Bonnie Julian, pickleball refund	Park		46.00
Brainerd Truck and Trailer, mack repairs	PW		2,012.97
Breen & Person, legal fees	ALL		1,275.00
Build All Lumber, lumber	PW		15.46
Clean Team, may cleaning	PW/Admin		1,082.50
City of Crosslake, sewer utilities	PW/Gov't		150.00
Clean Team, may cleaning	PW/Gov't		1,082.50
Clifton Larson Allen, audit fees	Gov't		45,838.00
Council #65, union dues	Gov't		228.00
Crosslake Communications, phone, fax, cable, internet	ALL		1,537.02
Crosslake Rolloff, recycling	Gov't		2,695.00
Crow Wing County, letg fees	Police		3,755.00
Crow Wing County Recorder, filing fees	PZ		46.00
Culligan, water and cooler rental	PW/Gov't		85.10
Dacotah Paper, janitorial supplies	Park		148.81
Delta Dental, dental insurance	ALL		1,348.70
Emergency Medical Products, halo seal, resusitator	Fire		413.34
Fastenal, hardware	PW		97.78

Ferguson, parts	Sewer		110.67
Fire Instruction & Rescue, officer 1 class	Fire		1,000.00
Fire Instruction & Rescue, tactical ems part 2	Fire		650.00
Fortis, disability insurance	ALL		622.17
Grafix Shoppe, custom numbers	Police		50.78
Jake Maier, reimburse travel expense	Police	pd 5-7	27.80
Lakes Gas, bulk lp	Park		314.64
Lakes Printing, brochures	Park		575.75
Land Werx, street sweeping	PW		250.00
Marco, copier lease	Park	pd 5-7	237.99
Mastercard, Amazon, grease gun	Park		144.99
Mastercard, Amazon, safety cans	PW		129.90
Mastercard, Amazon, dvd cases	Gov't		78.40
Mastercard, Amazon, baseballs	Park		47.99
Mastercard, Amazon, cable ties	Park		84.00
Mastercard, Amazon, dvd's	Gov't		60.00
Mastercard, Amazon, aed battery	Park		169.00
Mastercard, Amazon, resistance bands	Park		22.97
Mastercard, Amazon, surface pro case	Police		134.17
Mastercard, BHPhoto, mics	Gov't		1,043.94
Mastercard, Bills Gun Shop, gun	Police		425.00
Mastercard, Business Professional Network, training	Admin		129.00
Mastercard, Costco, surface pro	Police		994.14
Mastercard, Fleet Farm, fencing	PW		575.89
Mastercard, Forestry Suppliers, rake, axe, swatter flap	Fire		418.51
Mastercard, MSCPA, training	Admin		325.00
Mastercard, Office Max, ink, labels	PW		213.98
Mastercard, Sirchie, testing supplies	Police		221.96
Mastercard, travel expenses	Police		441.91
MCFOA, membership dues	Admin		50.00
Menards, fencing	PW		353.41
Menards, hardware	Park		29.26
Menards, camera kit	PW		352.95
Midwest Machinery, vbelt	PW		36.99
Midwest Machinery, hy gard	Park		16.19
Mike Lyonais, reimburse petty cash	ALL		71.33
MN Life, life insurance	ALL		256.90
MN NCPERS, life insurance	ALL		96.00
MN Assn of Small Cities, membership dues	Gov't		1,186.40
MR Sign, address number signs	PW		110.85
Napa, chain	PW		124.10
Napa, antifreeze	PW		21.34
Nate Deshayes, travel reimbursement	Sewer		556.56
Neofunds, postage meter refill	ALL		700.00
North Memorial, april subsidy	Gov't		1,100.00
Northland Press, employment ad	Park		106.92
Northland Press, book sale	Library		71.28
Paul Bunyan Scenic Byway Assn, annual contribution	Gov't		200.00
Premier Auto, mount and balance tires, oil change	Police		126.81
Red River Flags, flags	Gov't		228.50
Simonson Lumber, cedar decking, ground contact	PW		50.72
Sioux Valley Environmental, testing kits	Sewer		165.00

Spartan Athletic, benches	Park		1,962.00
Star Tribune, subscription	Library		512.72
Tactical Solutions, radar unit	Police		1,440.00
Teamsters, union dues	Police	pd 5-1	205.00
The Office Shop, receipt books, office supplies	Park		152.57
TJ Graumann, mileage reimbursement	Park		22.04
Ultimate Safety Concepts, foam, ansulite, vests	Fire		752.00
US Bank, copier lease	ALL		156.00
Waste Partners, trash removal	ALL		370.86
WSN, perkins rd, stormwater project, city engineering	PW		7,155.75
Xcel Energy, gas utilities	ALL		1,174.62
Ziegler Cat, caterpillar repairs	PW		6,199.71
TOTAL			121,202.98



D. 1.

Crosslake

Minnesota Audubon Bird City Celebration

May 18, 2019

8:00 AM — Noon



US Army Corps of Engineers Crosslake Campground

Family fun for everyone!

Migratory Bird Count & Bird Walks

(Binoculars will be provided)

MN Raptor Center

Bird Banding

Birding Exhibits



Presentation to Crosslake by Minnesota Audubon

(Cake and Coffee will be served.)



Free To The Public

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
David Potz	\$140.00	Baseball Uniforms

; 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 13th day of May, 2019.

David Nevin
Mayor

ATTEST:

Michael R. Lyonais
City Administrator
(SEAL)

E. 3.

City of Crosslake

From: Brad Person <brad@breenandperson.com>
Sent: Monday, April 15, 2019 8:14 PM
To: City of Crosslake
Cc: Mike Lyonais; Dave Nevin
Subject: RE: VRBO

We can clearly require a license for vrbo's but would need an ordinance requiring such a license and then update to fee schedule to clarify fee. I've heard some talk about this being a revenue tool. That is clearly prohibited. Any license fee (not just vrbo) has to be related to our cost to review and regulate and should be revenue neutral. Thus the discussion should be not on revenue but if we see them as nuisance in our city. They are tough to regulate as many would get by without getting license and only those that are honest or get turned in by neighbors would face regulation

J. Brad Person, Attorney
Breen & Person
Brainerd Office: 124 North 6th Street, Box 472; Brainerd, MN 56401 (218)828-1248
Crosslake Office: 35253 County Rd 3; Crosslake, MN 56442 (218)692-4344
See our website at breenandperson.com
We also provide full title and closing services – see quality-title.com

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LEGAL DISCLAIMER: Nothing in this message is intended to be an "electronic signature" or other authentication that creates a binding commercial transaction.

From: City of Crosslake [<mailto:cityclerk@crosslake.net>]
Sent: Monday, April 15, 2019 3:42 PM
To: Brad Person
Cc: Mike Lyonais
Subject: VRBO

Brad,

The Mayor would like the council to discuss the issue of permitting VRBO's. I can't find any information or regulations on doing this. Are there any restriction and can we just implement this with an ordinance amendment?

Charlene Nelson
City Clerk
City of Crosslake

37028 County Road 66
Crosslake MN 56442
(218) 692-2688

SAMPLE ORDINANCE FROM AITKIN COUNTY

1. Sealed vault-type pit toilets: Sealed vault-type pit toilets shall comply with the setbacks designated in the Shoreland Management Standards.

The bottom of the vault in sealed vault-type toilets shall be a minimum of one (1) foot above the highest known ground water table.
2. Central buildings with flush toilets: Central buildings shall comply with the setbacks designated in the Shoreland Management Standards.
3. Provide water holding tank dumping facilities: Any overnight camping facility to be used by camper or trailer units equipped with waste holding tanks shall have a minimum of one dumping facility per one hundred (100) units or fractions thereof. A minimum of one thousand five hundred (1500) gallon holding tank is required with curbing and water supply to wash area.
4. Solid waste disposal: Garbage cans shall be provided at a minimum ration of one (1) can per two (2) units. Garbage cans shall be provided with non-tip stands and tight fitting covers.

No on-site waste disposal areas will be permitted. Solid waste shall be disposed of at the approved solid waste facility which serves the projects area.

[SECTION 17]

17.0 Vacation/Private Home Rental

The following standards apply to vacation/private homes renting for thirty (30) days or less except those located within Planned Unit Developments whose legal documents regulate unit rentals.

- (1) The owner of a vacation/private home rental must apply for and receive an Interim Use Permit from the County. The initial Interim Use Permit will be valid for five (5) years in order to determine the compliance level of the owner with the conditions of approval. Subsequent renewals shall be for five (5) years or less. The County will establish fees for the application and renewal.
- (2) The application for an Interim Use Permit shall include:
 - a. All information required for a conditional use permit,
 - b. Floor plan of the structure, including the number of bedrooms with dimensions and all other sleeping accommodations,
 - c. A to-scale site plan which shows locations and dimensions of property lines, the structure intended for licensing, accessory structures, parking areas, shore recreational facilities (docking plan, fire pit area, swim beach, etc) and sewage treatment systems.
 - d. Emergency contact information (police, fire, hospital, septic tank pumper) be posted in the home.

- e. Current compliance inspection on the septic system.
 - f. Current water test from an accredited laboratory with test results for nitrate-nitrogen and coliform bacteria.
 - g. Plan for garbage disposal.
 - h. Applicant must submit a pet policy.
 - i. In each bedroom and any room used for sleeping, show the dimensions of egress windows on the drawing and the style (double hung, sliding or casement).
- (3) The occupancy of a vacation/private home rental shall be limited to no more than two (2) persons per bedroom plus two (2) additional persons per building, or no more than one (1) person for every seventy-five (75) gallons of water per day that the building subsurface sewage treatment system (SSTS) is designed to handle, whichever is less.
 - (4) The vacation/private home rental shall be connected to an approved SSTS. The SSTS shall be designed and constructed with a design flow of seventy-five (75) gallons of water per person per day to handle the maximum number of guests for which the facility is permitted. The SSTS shall include a flow measuring device. Flow measurement readings and monitoring of the SSTS shall be recorded monthly and records shall be made available to the Department upon request. The use of holding tanks for vacation/private home rental units shall be prohibited.
 - (5) On-site parking shall be provided which is sufficient to accommodate the occupants of the vacation/private home rental. Public streets and septic systems may not be used for calculating parking by renters or guests. Parking areas must be setback a minimum distance of five (5) feet from the property lines.
 - (6) Attempting to obtain additional occupancy by use of recreational vehicles, tents, accessory structures or fish houses is prohibited.
 - (7) Rooms used for sleeping shall be provided with egress windows and smoke detectors in locations that comply with the Minnesota State Building Code or the requirements of the Department, whichever is stricter. Every room occupied for sleeping purposes by one person shall contain at least 70 square feet of usable floor space, and every room occupied for sleeping purposes by more than one person shall contain not less than 60 square feet of usable floor space for each occupant thereof.
 - (8) On premise advertising signs are prohibited.
 - (9) The owner shall provide a visual demarcation of the property lines.
 - (10) The owner shall keep a report, detailing use of the home by recording the full name, address, phone number and vehicle license number of guests using the property. A copy of the report shall be provided to the Department upon request.
 - (11) No more than two (2) vacation/private home rentals will be allowed on a parcel. More than two (2) vacation/private home rentals on the same parcel or on contiguous parcels under common ownership shall constitute a resort and must

meet the standards set forth in Section 15 and/or 16 of this ordinance and Section 7 of the Aitkin County Shoreland Management Ordinance.

- (12) The Planning Commission may impose conditions that will reduce the impacts of the proposed use on neighboring properties, public services, and nearby water bodies as well as other concerns including, but not limited to, public safety, and safety of guests. Said conditions may include but not be limited to – fencing or vegetative screening, native buffer along the shoreline, noise standards, duration of permit, restrictions as to the docking of watercraft, and number of guests.
- (13) A vacation/private home rental shall be licensed by the County and shall meet the requirements of all statutes, rules, regulations, and ordinances including, but not limited to, Aitkin County's Lodging Ordinance, if applicable.
- (14) The Planning Commission may impose noise standards in order to assist in reducing potential impacts on neighboring properties.
- (15) All vacation/private home rentals, operating prior to the effective date of these standards, shall be in compliance with this section by April 1, 2014.

17.01 Water Supply and Sewage Treatment:

Water Supply- Any public or private supply of water for domestic purposes must meet or exceed standards for water quality of the Minnesota Department of Health and the Minnesota Pollution Control Agency.

Sewage Treatment- any premises used for human occupancy must be provided with an adequate method of sewage treatment, as follows:

- A. Publicly owned sewer system must be used where available.
- B. All private sewage treatment systems must meet or exceed the Aitkin County Subsurface Sewage Treatment System Ordinance and subsequent amendments. A copy of which is hereby adopted by reference and declared to be a part of this ordinance.

[SECTION 18]

MORE RESTRICTIVE REGULATIONS

- 18.0 More restrictive Federal, State, County, Township, or Airport Zoning regulations or standards shall take precedence over the regulations of this ordinance. Nothing in this ordinance shall limit any Township's power to zone more restrictive than established herein.



F.1.

For Internal Use Only Depts must provide:	
ESAF #	
Chart/Field Account No.	- - -

For Internal Use Only OES must provide:	
OES Contract #	
Analyst	

UNIVERSITY OF MINNESOTA SERVICES AGREEMENT

THIS SERVICES AGREEMENT (the "Agreement") is between the Regents of the University of Minnesota (the "University"), a Minnesota constitutional corporation, and City of Crosslake, a municipality (the "Company"). This Agreement is entered into by University through its Extension Center for Community Vitality.

The parties agree as follows:

1. Description of Services. University shall perform the following services for Company:

The Extension Center for Community Vitality will conduct a Local Option Sales Tax Analysis for the city based on available state sales tax data and provide both a report and a presentation of results.

("Services"). Reference to Services in this Agreement shall be deemed to include any deliverables provided to Company in connection with the Services, including without limitation, reports, results, materials, products, and information.

2. Compensation. For the Services performed under section 1, Company shall pay University 1,000 and 00/100 (\$1,000.00), plus any sales or use tax if applicable.

2.1 The compensation shall be paid in the following manner:

, % upon the signing of this Agreement, with the balance payable as follows
(check one of the boxes below):

- ☐ weekly, or
☐ monthly,
based on work completed.

2.2 Invoices shall be sent to:

City of Crosslake
Attn: Mike Lyonais
37028 County Road 66
Crosslake, MN 56442

Phone No.: 218-692-2688
Facsimile No.: 218-692-2687
Email: mlyonais@crosslake.net

3. **Term.** The term of this Agreement shall commence on **5.15.19** ("Effective Date") and shall expire on **9.15.19** unless terminated earlier as provided in section 4.

4. **Termination.** Either party may terminate this Agreement if the other party (i) fails to perform any material obligation under this Agreement and (ii) does not correct such failure within seven (7) days after having received written notice of such failure. Additionally, either party may terminate this Agreement for its convenience upon thirty (30) days' prior written notice to the other party. Upon any termination under this Section 4, Company shall promptly pay University for all Services rendered and costs incurred up to and including the effective date of termination.

5. **DISCLAIMER OF WARRANTIES.** UNIVERSITY MAKES NO WARRANTIES, EXPRESS OR IMPLIED, AS TO ANY MATTER WHATSOEVER, INCLUDING WITHOUT LIMITATION, THE CONDITION, ORIGINALITY OR ACCURACY OF THE SERVICES PERFORMED OR DELIVERABLES PROVIDED UNDER THIS AGREEMENT. UNIVERSITY EXPRESSLY DISCLAIMS WARRANTIES OF MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE.

6. **LIMITATION OF LIABILITY FOR BREACH OF CONTRACT.** IN NO EVENT SHALL EITHER PARTY'S LIABILITY FOR BREACH OF THIS AGREEMENT INCLUDE DAMAGES FOR WORK STOPPAGE, LOST DATA, OR INDIRECT, SPECIAL OR CONSEQUENTIAL DAMAGES (INCLUDING LOST PROFIT), OF ANY KIND. EXCEPT FOR EACH PARTY'S OBLIGATIONS UNDER SECTIONS 8.1 AND 8.2, EACH PARTY'S LIABILITY TO THE OTHER FOR BREACH OF THIS AGREEMENT SHALL NOT EXCEED AN AMOUNT EQUAL TO THE MONETARY CONSIDERATION PAID TO UNIVERSITY UNDER THIS AGREEMENT.

7. **Use of University Name or Logo.** Company agrees not to use the name, logo, or any other marks (including, but not limited to, colors and music) owned by or associated with University or the name of any representative of University in any sales promotion work or advertising, or in any form of publicity, without the prior written permission of University in each instance. However, Company may use the name of University in a document required to be filed with, or provided to, any governmental authority or regulatory agency to comply with applicable legal or regulatory requirements. Company agrees to provide University with a copy of any such document.

8. **Indemnification.**

8.1 Except as provided in Section 8.2, each party shall be responsible for its own acts and omissions and the results thereof and shall not be responsible for the acts of the other party and the results thereof. Liability of University is subject to the terms and limitations of the Minnesota Tort Claims Act, Minnesota Statutes Section 3.736, as amended.

8.2 In the event of (i) use by Company (or any third party acting on behalf of or under authorization from Company) of the Services or any information, reports, deliverables, materials, products or other results of University's work under this Agreement or (ii) Company's infringement

of a third party's intellectual property rights or Company's violation of any law, rule, or regulation in the provision of any materials to University, then Company shall indemnify, defend, and hold harmless University, its regents, faculty members, students, employees, agents, contractors, and authorized volunteer workers against any and all claims, costs, or liabilities, including attorneys' fees and court costs at both trial and appellate levels, for any loss, damage, injury, or loss of life (other than that attributable to willful, wanton or grossly negligent acts or omissions of University) arising out of such events. The University shall provide Company with prompt written notice of any such claim and reasonably work with Company in any defense of such claim.

8.3 Each party represents that it has and will continue to have at least the following levels of insurance during the term of this Agreement: (i) as to University, Workers' Compensation in statutory compliance with Minnesota law and General Liability insurance in an amount not less than \$1,000,000 each claim/\$3,000,000 each occurrence; and (ii) as to Company, General Liability insurance in an amount not less than \$1,000,000 each occurrence/\$2,000,000 annual aggregate. Certificates of all insurance detailed above shall be furnished to the other party upon request.

9. Export Controls. Company shall notify University in writing if any technological information or data to be provided to University is subject to export controls under U.S. law or if technological information or data that Company is requesting University to produce during the course of work under this Agreement is expected to be subject to such controls. Company shall notify University of the applicable export controls (for example, Commerce Control List designations, reasons for control, and countries for which an export license is required). University shall have the right to decline export controlled information or tasks requiring production of such information. If the Services cannot reasonably be performed without University access to export controlled information or data, the Agreement may be terminated by either party for convenience in accordance with Section 4, except that such termination shall occur immediately upon written notice to the other instead of at the end of the 30-day period set forth in Section 4. Company shall not release export controlled information or data to University until Company has been notified in writing by University that University has implemented a technology control plan for such information.

10. General Provisions.

10.1 Amendment. This Agreement shall be amended only in writing duly executed by all the parties to this Agreement.

10.2 Assignment. The parties may not assign any rights or obligations of this Agreement without the prior written consent of the other party. Any assignment attempted to be made in violation of this Agreement shall be void.

10.3 Entire Agreement. This Agreement (including all documents attached or referenced) is intended by the parties as the final and binding expression of their agreement and as the complete and exclusive statement of its terms. This Agreement cancels, supersedes and

revokes all prior negotiations, representations and agreements between the parties, whether oral or written, relating to the subject matter of this Agreement, including without limitation, any non-disclosure agreements. The terms and conditions of any purchase order or similar document submitted by Company in connection with the services provided under this Agreement shall not be binding upon University.

10.4 Force Majeure. No party to this Agreement shall be responsible for any delays or failure to perform any obligation under this Agreement due to acts of God, strikes or other disturbances, including, without limitation, war, insurrection, embargoes, governmental restrictions, acts of governments or governmental authorities, and any other cause beyond the control of such party. During an event of force majeure the parties' duty to perform obligations shall be suspended.

10.5 Governing Law and Jurisdiction. The internal laws of the state of Minnesota shall govern the validity, construction and enforceability of this Agreement, without giving effect to its conflict of laws principles. All suits, actions, claims and causes of action relating to the construction, validity, performance and enforcement of this Agreement shall be in the courts of Hennepin County, Minnesota.

10.6 Independent Contractor. In the performance of their obligations under this Agreement, the parties shall be independent contractors, and shall have no other legal relationship, including, without limitation, partners, joint ventures, or employees. Each party's employees (i) shall be regarded as the employees of such party and shall not be regarded as the employees of the other party; (ii) shall be subject to the employment policies and procedures of such party and shall not be subject to the employment practices and procedures of the other party; and (iii) shall not be entitled to any employment benefits of the other party. Neither party shall have the right or power to bind the other party and any attempt to enter into an agreement in violation of this section 10.6 shall be void. Neither party shall take any actions to bind the other party to an agreement.

10.7. Notices. All notices and other communications that a party is required or elects to deliver shall be in writing and shall be delivered personally or by facsimile or by a recognized courier service or by United States Mail (first-class, postage pre-paid, certified return receipt requested) to the other party at the following addresses. Such notices and other communications shall be deemed made when delivered; faxed; submitted to the courier service; or, with respect to U.S. mail, three days after mailing.

If to University:

University of Minnesota
Extension Center for Community Vitality
Attn: **Ryan Pesch**
715 11th Street North,
Moorhead, MN 56560-2083

Phone No.: **218-770-4398**
Facsimile No.:
E-mail: **pesch@umn.edu**

With a copy to:

University of Minnesota
Office of the General Counsel
Attn: Transactional Law Services Group
360 McNamara Alumni Center
200 Oak Street S.E.
Minneapolis, MN 55455-2006
Facsimile No.: (612) 626-9624
E-mail: contracts@mail.ogc.umn.edu

With a copy to:

University of Minnesota
Office of External Sales
295 West Bank Office Building
1300 South 2nd Street
Minneapolis, MN 55454
Facsimile No.: (612) 624-4149
Email: extsales@umn.edu

If to Company:

City of Cross Lake
Attn: Mike Lyonais
37028 County Road 66
Crosslake, MN 56442

Phone No.: 218-692-2688
Facsimile No.: 218-692-2687
E-mail: mlyonais@crosslake.net

10.8 Taxes and similar fees. In addition to the payment obligation in section 2, Company is responsible for the payment of any and all income, sales, use, consumption, value added, excise, custom duties or other taxes and similar fees in connection with this Agreement, levied or required to be withheld from payment(s) to University by any taxing authority or any other body having jurisdiction under any present or future laws. To the extent that Company is required to withhold or deduct taxes or similar fees on any payment to be made to University, then the amount payable shall be increased by the amount that will result in University receiving a net payment in the amount it would have received absent such withholding or deduction. If University is required to pay any of such fees and/or taxes or any related penalties or interest, then any such payments shall be reimbursed to University by Company.

10.9. Breach; Attorneys' Fees. In the event it fails to perform any of its obligations under this Agreement, Company shall reimburse University for all University's costs and expenses (including reasonable attorneys' fees, court costs, and costs of investigation) to enforce this Agreement, regardless of whether a suit or action had been commenced or concluded.

10.10. Survival. Upon termination or expiration of this Agreement, Sections 2, 5, 6, 7, 8, 9, and 10 shall survive.

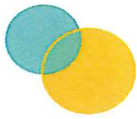
IN WITNESS WHEREOF, the parties have entered into the Agreement as of the dates indicated below. Each individual signing below represents that they have the authority to bind the party on whose behalf they are signing.

Regents of the University of Minnesota

City of Crosslake

By: _____
Name: _____
Title: _____
Date: _____

By: _____
Name: **Michael R. Lyonais**
Title: **Administrator/Treasurer**
Date: _____



DDA

David Drown Associates, Inc.
Public Finance Advisors

Parkers Prairie Office:
13979 County Highway 42
Parkers Prairie, MN 56361
(612)920-3320 ext. 110 | fax (612) 605-2375
www.daviddrown.com

April 19, 2019

PRELIMINARY RECOMMENDATIONS

Mr. David Nevin, Mayor
Mr. Michael Lyonais, City Administrator/Treasurer
City of Crosslake
37028 County Road 66
Crosslake, MN 56442

Honorable Mayor Nevin, Members of City Council, and Mr. Lyonais:

It is our understanding that the City of Crosslake is considering the construction of a new city hall, which includes the administrative and police offices. The former City Hall/Fire Department will also be renovated for exclusive Fire Department use. This letter will outline the project summaries, statutory authority for borrowing, and timeline to issue bonds.

Summary of Project

Council has authorized staff to share three scenarios with DDA regarding borrowing for various projects. The scenarios are:

Option A

Construction of a new City Hall for administrative and police offices, along with the renovation of the old City Hall for Fire Department use. The total project cost is estimated is at \$4.7 million, with \$3.4 million allocated to the cost of the new City Hall and \$1.3 million towards the cost of the renovation.

Option B

Construction of a new City Hall at a cost of \$3.4 million, removing the renovation project.

Option C

Construction of a new City Hall at a cost of \$3.4 million, with the City contributing roughly \$1.4 in cash reserves towards the project cost.

Attached are three bond cashflows, outlining each borrowing option.

Statutory Authority

Cities must cite the specific statutory authority they intend to use before issuing bonds. For this project, the City has two options for consideration:

General Obligation Special Election Bonds (commonly known as Voter Approved)

Chapter 475 allows bonds to be issued only upon obtaining the approval of a majority of electors voting on the question of issuing the obligations. Voter referendums may be held to approve city and town halls, fire halls, libraries, park and recreation facilities, and other municipally owned buildings and infrastructure.

Voter referendums can be costly and require a lengthy citizen information and voter education process. As a reminder, city officials and staff may not campaign in favor of the question. The city may distribute factual information about the bonds and the project(s) named in the issue but must be careful not to cross the boundary of advocacy.

With tax levies being pledged as the source of repayment, these bonds will be subject to 3% net debt limits. Due to the strong market value of the City, the City has ample debt capacity under this limit. The limit is calculated as follows:

Pay 2020 (preliminary) EMV – City of Crosslake:	1,324,050,100
	X .03
	\$ 39,721,503
Less: 2018A Street Reconstruction	(695,000)
Less: 2015B Equipment Cert	(145,000)
Available Net Debt Limit	38,881,503

General Obligation Capital Improvement Bonds: This bond can be issued as a General Obligation Capital Improvement Bond. A capital improvement as defined by MS Section 475.521 is an “acquisition or betterment of public lands, buildings, or other improvements for a city hall, town hall, library, public safety facility, and public works facility,” with a useful life of 5 years or more.

The Capital Improvement Plan (“CIP”) is a document designed to anticipate capital improvement expenditures and schedule them over a five-year period. Upon completion of the CIP, the City must publish and hold a public hearing and wait 30-days to see if votes block implementation of the plan by submitting a petition signed by 5% of registered voters in last general election. (This process is often referred to as “reverse referendum.”) If no petition is received within the 30-day period, the City may proceed. If the City receives a valid petition, it can’t issue this type of bond unless it is authorized via a referendum.

One of the statutory limitations with Capital Improvement Bonds is that the principal and interest payment for the City cannot exceed .16 percent of the estimated market value of the property in the municipality. The calculation is as follows:

Pay 2020 (preliminary) EMV – City of Crosslake:	1,324,050,100
	X .0016
Maximum Principal & Interest Payment:	\$ 2,118,480.16

Under CIP statutes, since the City’s population is less than 2,500, net debt limits do not apply.

If the Council wishes to move forward with the project in 2019, I would recommend using General Obligation Capital Improvement Bonds to issue the proposed debt.

Payment and Revenue Requirements:

Property tax levies will be pledged as the sole source of repayment of this obligation. Depending on the option selected, the annual levy for the City will increase roughly 4.5% to 10.38%.

Process and Timeline:

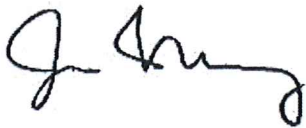
If the City chooses to move forward with the CIP option, I would anticipate the following Schedule:

May 13 – Council Authorizes the drafting of the CIP Plan
June 10 – Public Hearing on CIP Plan
July 8 – Council Authorize Sale of Bonds (Contingent on no petition being received)
July 11 – Petition period expires
August 12 – Council awards sale of bonds

We believe these preliminary recommendations will assist the City in planning for these projects. Once the City has decided to proceed with the project, we will draft our final bond recommendations for the City.

I look forward to working with the City of Crosslake. Please feel free to contact me with any question at 612-920-3320 ext. 110.

Respectfully,

A handwritten signature in black ink, appearing to read 'J. Murray', with a stylized flourish at the end.

Jason Murray

Associate

jason@daviddrown.com



CLEAN TEAM

Cheri Ayd
218-692-4174
Cell 612-708-7024

F. 3.

May 1, 2019

Dear Crosslake Maintenance,

I want to thank you for another of cleaning. We really enjoy working for such nice people, and we look forward to many more years with you.

I've been in this business since 1979 and I know what it takes to keep good workers. It takes a special group of honest, reliable people to make my cleaning service work, many work late hours and weekends. In order from having turnover, which can sometimes lead to problems, I need to pay them right.

I am requesting a raise at this time. We have never had a raise for the maintenance building, that we started cleaning in 2014.

The price is still very competitive. We appreciate our job with you and do not want to do anything to ruin it. We only want to do the best possible job for you.

If agreeable, price will be effective May 1, 2019.

Amount of increase: \$125.00

New monthly price: \$500.00

Thank you,

Cheri Ayd
Clean Team



F. 4.

April 23, 2019

City of Crosslake
Char Nelson, Clerk
City Hall
37028 County Road 66
Crosslake, MN 56442

Re: SAP 018-636-018
ROW Acquisition Offer - Parcel 4, 5, 6

Dear Ms. Nelson:

Crow Wing County is planning road improvements for County State Aid Highway (CSAH) 36 from CSAH 3 to 0.7 miles northerly in the City of Crosslake. The top priority of the project is to increase safety on the corridor and correct existing deficiencies while preserving the unique natural characteristics of the area. The road corridor will consist of a 100 foot right of way width or 50 feet each side of the new highway centerline, except for the area along the cemetery where the right of way width will remain 33 feet from the centerline. The finished roadway will consist of two 12-foot paved driving lanes and 6-foot paved shoulders. Property you own has been identified as being affected by this construction work. The law requires that you be compensated for any temporary or permanent loss you may sustain because of the work to the highway.

The County needs to acquire permanent right of way in the form of a highway easement and/ or a temporary easement from your property. The County Board has authorized this department to prepare Minimum Damage Acquisition (MDA) Valuations based on current market land values. The Crow Wing County Highway Department hereby offers all interested parties who may have interest in the real estate to be acquired the sum of \$600.00, which has been estimated to be just compensation for such property and rights based upon the fair market value of the property. A summary of the amount set out above as just compensation is shown in the enclosed Minimum Damage Acquisition (MDA).

Once you have had some time to consider the offer, we will contact you to meet to discuss the offer or if you so choose, you may contact us at your convenience. Contact people are me or Jordan Larson, Staff Engineer – Jordan.larson@crowwing.us, # 320-630-0504

Sincerely,

Mark Melby, Engineering Coordinator
Mark.melby@crowwing.us, cell # 218-839-6207

Enclosures

Timothy V. Bray, P.E. County Engineer
Robert Hall, P.E. Assistant County Engineer
Highway Department
16589 County Road 142
Brainerd, MN 56401

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

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



STATE AID FOR LOCAL TRANSPORTATION
MINIMUM DAMAGE ACQUISITION

Rev. 4/13/17

SAP 018-636-018

Parcel No. 4

Property Address: 13852 County Road 36

Owner: City of Crosslake

The purpose of this acquisition is for the reconstruction of County State Aid Highway (CSAH) 36 to current standards with 6-foot paved shoulders and a 24-foot wide driving surface from CSAH 3 to 0.7 miles northerly to provide for the health, safety and welfare of the traveling public.

An inspection of the above mentioned property was made on 04/10/2019. The purpose of the inspection was to aid in the estimation of the value for the acquisition of that portion of the subject property, which will be acquired by Crow Wing County, as well as to determine the impact of that acquisition on the remainder of the subject property.

Subject Property Before the Acquisition

The subject property is a 2.34 acre parcel located in the SW 1/4 of the SW 1/4, Section 28, T137North-R27West, in the City of Crosslake. The subject property is currently zoned Cemeteries - Public. The Land Use Plan shows this area as Cemeteries - Public. The subject property is improved. The subject property is shown on the attached parcel sketch located adjacent to CSAH 36. The subject property's present highest and best use is Cemeteries - Public. There is current access off of CSAH 36 to this parcel.

Acquisition Description

There is no acquisition of new permanent right of way. The existing right of way will be documented and recorded as part of this project. See attached parcel sketch. There is also a temporary easement containing 0.023 acres of the subject property. This temporary easement is necessary for slope and/or driveway construction and will expire on November 1, 2020.

Subject Property After the Acquisition

Other than the loss of the land and the impairment caused by the easement, the acquisition will not adversely affect the subject property's current or future highest and best use.

Value Research Data

The current market value is based on sales data in the area of similar sized parcels over the last 5 years and market values obtained from the County Assessor.

The land value of this parcel has been determined to be \$21,700.00 per acre.

\$100.00 for an easement of record.

Temporary Easement

The subject property will have a temporary construction easement of 0.023 acres placed on it for approximately 1 year. The value is based on 10% interest for 1 year rounded up to the nearest \$100. The impairment caused by the temporary easement is:

$$0.023 * \$21,700.00/AC * 10\% = \$100.00 \text{ rounded.}$$

Items Damaged

None



STATE AID FOR LOCAL TRANSPORTATION
MINIMUM DAMAGE ACQUISITION

Rev. 4/13/17

Summary of Damages

Permanent Right of Way	Easement of Record	\$100.00
Temporary Easement		\$100.00
Items Damaged		\$0.00

Total Damages **\$200.00**

On 04/10/2019, I personally inspected the property herein and that I have afforded the property owner the opportunity to accompany me at the time of the inspection.

Mandi Melly *4/23/19*
County Representative Date

Authorization granted by County Board Resolution dated January 23, 2018.

Attachments:

Parcel Sketch



STATE AID FOR LOCAL TRANSPORTATION
MINIMUM DAMAGE ACQUISITION

Rev. 4/13/17

SAP 018-636-018

Parcel No. 5

Property Address: NA

Owner: City of Crosslake

The purpose of this acquisition is for the reconstruction of County State Aid Highway (CSAH) 36 to current standards with 6-foot paved shoulders and a 24-foot wide driving surface from CSAH 3 to 0.7 miles northerly to provide for the health, safety and welfare of the traveling public.

An inspection of the above mentioned property was made on 04/10/2019. The purpose of the inspection was to aid in the estimation of the value for the acquisition of that portion of the subject property, which will be acquired by Crow Wing County, as well as to determine the impact of that acquisition on the remainder of the subject property.

Subject Property Before the Acquisition

The subject property is a 0.61 acre parcel located in the SW 1/4 of the SW 1/4, Section 28, T137North-R27West, in the City of Crosslake. The subject property is currently zoned Cemeteries - Public. The Land Use Plan shows this area as Cemeteries - Public. The subject property is improved. The subject property is shown on the attached parcel sketch located adjacent to CSAH 36. The subject property's present highest and best use is Cemeteries - Public. There is current access off of CSAH 36 to this parcel.

Acquisition Description

There is no acquisition of new permanent right of way. The existing right of way will be documented and recorded as part of this project. See attached parcel sketch. There is also a temporary easement containing 0.012 acres of the subject property. This temporary easement is necessary for slope and/or driveway construction and will expire on November 1, 2020.

Subject Property After the Acquisition

Other than the loss of the land and the impairment caused by the easement, the acquisition will not adversely affect the subject property's current or future highest and best use.

Value Research Data

The current market value is based on sales data in the area of similar sized parcels over the last 5 years and market values obtained from the County Assessor.

The land value of this parcel has been determined to be \$21,700.00 per acre.

\$100.00 for an easement of record.

Temporary Easement

The subject property will have a temporary construction easement of 0.012 acres placed on it for approximately 1 year. The value is based on 10% interest for 1 year rounded up to the nearest \$100. The impairment caused by the temporary easement is:

$$0.012 * \$21,700.00/AC * 10\% = \$100.00 \text{ rounded.}$$

Items Damaged

None



STATE AID FOR LOCAL TRANSPORTATION
MINIMUM DAMAGE ACQUISITION

Rev. 4/13/17

Summary of Damages

Permanent Right of Way	Easement of Record	\$100.00
Temporary Easement		\$100.00
Items Damaged		\$0.00

Total Damages **\$200.00**

On 04/10/2019, I personally inspected the property herein and that I have afforded the property owner the opportunity to accompany me at the time of the inspection.

Manda Melby
County Representative

4/23/19
Date

Authorization granted by County Board Resolution dated January 23, 2018.

Attachments:

Parcel Sketch



STATE AID FOR LOCAL TRANSPORTATION
MINIMUM DAMAGE ACQUISITION

Rev. 4/13/17

SAP 018-636-018

Parcel No. 6

Property Address: NA

Owner: City of Crosslake

The purpose of this acquisition is for the reconstruction of County State Aid Highway (CSAH) 36 to current standards with 6-foot paved shoulders and a 24-foot wide driving surface from CSAH 3 to 0.7 miles northerly to provide for the health, safety and welfare of the traveling public.

An inspection of the above mentioned property was made on 04/10/2019. The purpose of the inspection was to aid in the estimation of the value for the acquisition of that portion of the subject property, which will be acquired by Crow Wing County, as well as to determine the impact of that acquisition on the remainder of the subject property.

Subject Property Before the Acquisition

The subject property is a 3 acre parcel located in the SE 1/4 of the SW 1/4, Section 28, T137North-R27West, in the City of Crosslake. The subject property is currently zoned Cemeteries - Public. The Land Use Plan shows this area as Cemeteries - Public. The subject property is improved. The subject property is shown on the attached parcel sketch located adjacent to CSAH 36. The subject property's present highest and best use is Cemeteries - Public. There is current access off of CSAH 36 to this parcel.

Acquisition Description

There is no acquisition of new permanent right of way. The existing right of way will be documented and recorded as part of this project. See attached parcel sketch. There is also a temporary easement containing 0.024 acres of the subject property. This temporary easement is necessary for slope and/or driveway construction and will expire on November 1, 2020.

Subject Property After the Acquisition

Other than the loss of the land and the impairment caused by the easement, the acquisition will not adversely affect the subject property's current or future highest and best use.

Value Research Data

The current market value is based on sales data in the area of similar sized parcels over the last 5 years and market values obtained from the County Assessor.

The land value of this parcel has been determined to be \$21,700.00 per acre.

\$100.00 for an easement of record.

Temporary Easement

The subject property will have a temporary construction easement of 0.024 acres placed on it for approximately 1 year. The value is based on 10% interest for 1 year rounded up to the nearest \$100. The impairment caused by the temporary easement is:

$0.024 * \$21,700.00/AC * 10\% = \100.00 rounded.

Items Damaged

None



STATE AID FOR LOCAL TRANSPORTATION
MINIMUM DAMAGE ACQUISITION

Rev. 4/13/17

Summary of Damages

Permanent Right of Way	\$100.00
Temporary Easement	\$100.00
Items Damaged	\$0.00

Total Damages **\$200.00**

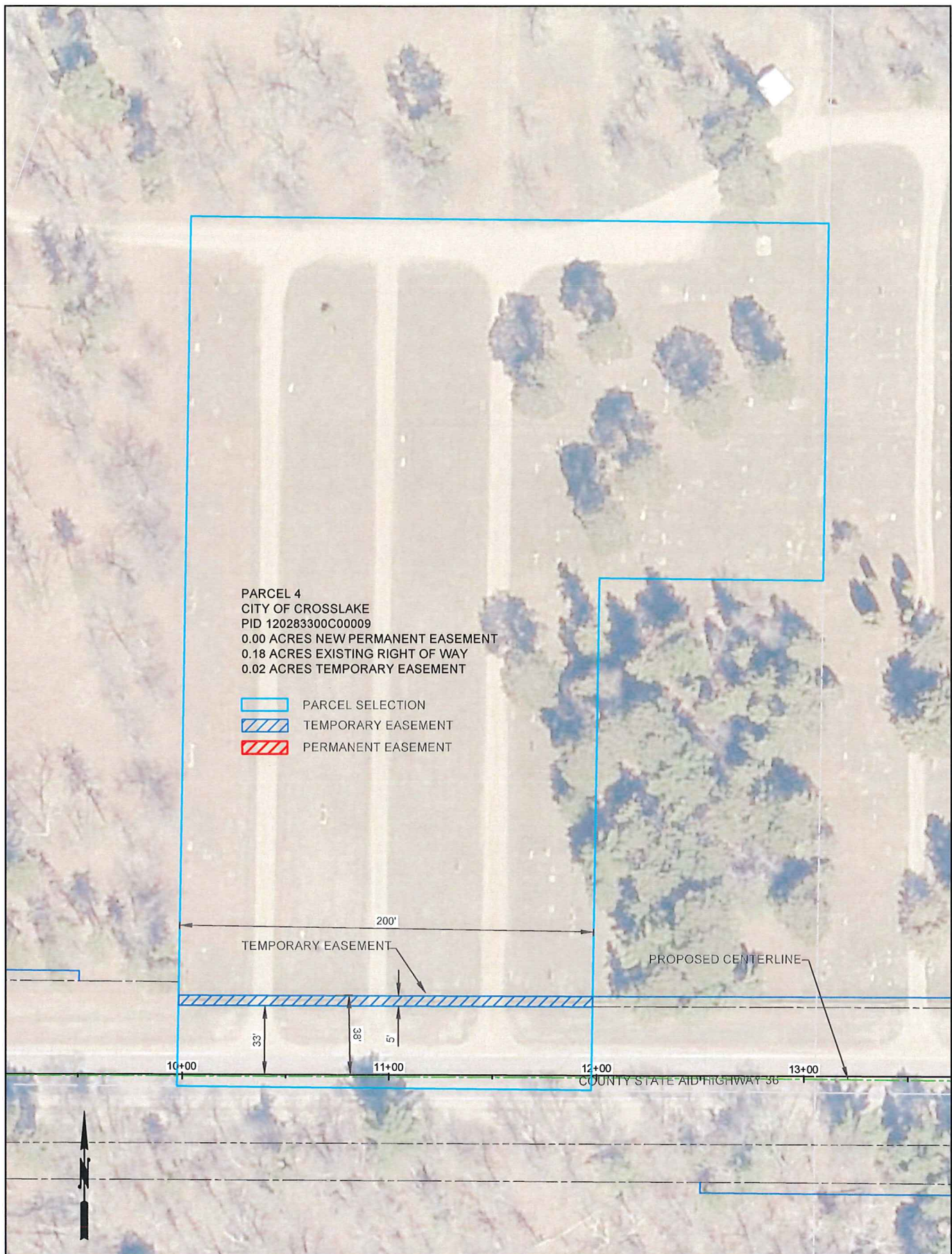
On 04/10/2019, I personally inspected the property herein and that I have afforded the property owner the opportunity to accompany me at the time of the inspection.

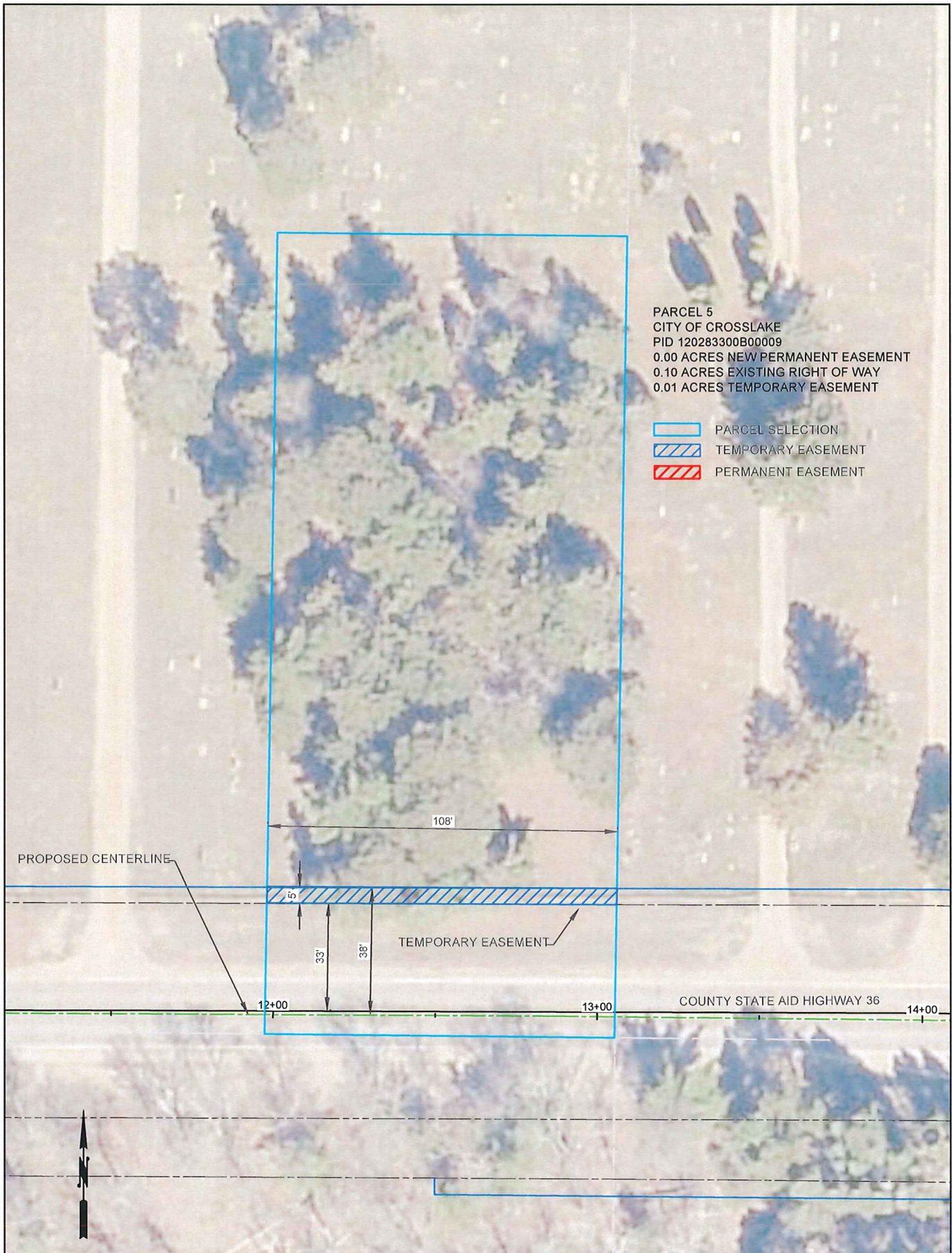
Mark Melby 4/23/19
County Representative Date

Authorization granted by County Board Resolution dated January 23, 2018.

Attachments:

Parcel Sketch







F. 5.

MEMO TO: City Council
FROM: Personnel Committee
DATE: May 7, 2019
SUBJECT: Daily Meal Reimbursement

The City currently reimburses employees the cost of meals while traveling on City business. The employee turns in a receipt and the City reimburses the cost of the meal. In an effort to treat all employees equally, the Personnel Committee recommends that the City adopt a set rate for meal reimbursement:

Breakfast	\$15
Lunch	\$15
Dinner	\$20

If a meal is included in the cost of a conference or training, no extra reimbursement will be paid. Employee will be responsible to provide entire registration and agenda before payment is made. Employee can receive payment before or after travel. These rates coincide with IRS standards.

Motion required to initiate meal reimbursement policy.

F.6.

MEMO TO: City Council

FROM: Charlene Nelson
City Clerk

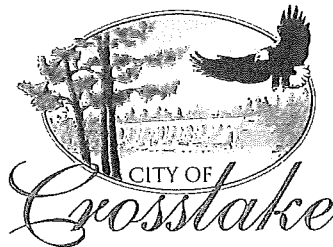
DATE: May 7, 2019

SUBJECT: GROUP TRANSIENT MERCHANT APPLICATION

The Peggy Johnson of Treasured Haven Up North is requesting approval for a Group Transient Merchant Permit to arts and crafts vendors to sell merchandise at her business at 35170 County Road 3 on the following dates in 2019:

May 24	June 1	July 5	August 2	September 6
May 25		July 6	August 3	September 7
May 26			August 30	
May 31			August 31	

The fee of \$50 has been paid and background check is clear. Motion is required to approve permit.



License Fee \$ 50.00

**APPLICATION FOR
GROUP TRANSIENT MERCHANT PERMIT**

1. Name of applicant: PEGGY JEANNE JOHNSON (Moulton)
(first) (middle) (last) (maiden)
2. Other names under which the applicant conducts business or to which applicant officially answers: TREASURED HAVEN UPNORTH
TREASURED HAVEN FARM
3. A physical description of the applicant (hair color, eye color, height, weight, distinguishing marks and features): 6'4" BROWN HAIR, BROWN EYES, 5'6", 190#

4. Full address of applicant's permanent address: _____

Home - _____
BIZ - _____
5. Type of business for which the applicant is applying: ADDITIONAL OUTSIDE
SALES VENDORS AREA SINCE I DO NOT HAVE
ENOUGH RETAIL SPACE FOR THE LARGE NUMBER
OF INQUIRIES FOR CONSIGNORS.
6. The dates during which the applicant intends to conduct business in the City (maximum 14 consecutive days): GENERALLY FIRST WEEKEND OF MONTH (Sat. and/or Friday)
plus certain holidays - will depend on availability of vendors, MAY 24-26,
MAY 31-JUNE 1, JULY 5-6, AUG 2-3, ~~2020~~
AUG 30-31, SEPT 6-7,

Vendors will vary day to day.

All on grassy areas.

7. Any and all addresses and telephone numbers where the applicant can be reached while conducting business within the City: TREASURED HAVEN UPNORTH
35170 COUNTY RD 3 CROSSLAKE - 218-692-3581

8. Name and phone number of contact person or persons other than applicant: _____

Peg - _____

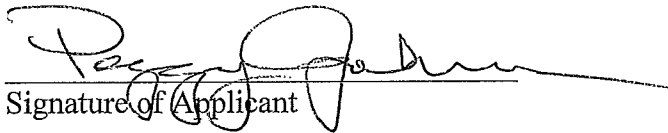
9. Location where transient merchant intends to set up business (attach written permission of the property owner or the property owner's agent for any property to be used by a transient merchant): TREASURED HAVEN UPNORTH

35170 COUNTY RD 3, CROSSLAKE, MN.
(AM THE OWNER OF THIS PROPERTY.)

10. A general description of the items to be sold or services to be provided: TRUNK SHOWS,
CRAFTS, ARTS, UPSCALE VINTAGE, COMPATIBLE DIRECT
SELLERS (space available) ^{if} WILL VARY BY DATE.

NOTE: FOOD VENDORS MUST SUPPLY A COPY OF FOOD LICENSE FROM THE MINNESOTA DEPARTMENT OF HEALTH (320) 223-7300.

I, the above applicant, state that I have not been convicted of any felony, gross misdemeanor, or misdemeanor for violation of any state or federal statute or any local ordinance other than traffic offenses within the last five years. I also state that the information provided in this application is true.


Signature of Applicant

4-30-19
Date

FOR OFFICE USE

Date of application: 4-30-19

Date license was issued: _____

Notes regarding application and license procedures: _____

Crosslake Facility Committee Recommendation:

City Council Members and Mayor,

As you are aware Mayor Nevin asked to have a committee formed to study the building/space needs of the Fire, Police and Administration Departments.

The committee was comprised of the following people:

Doreen Gallaway

Bill Schiltz

Marcia Seibert-Volz

Mic Tchida

Kevin Sedivy

Tom Swenson

Dan Heggerston

Mark Wessels

Darrell Schneider

Mark Lindner

Mayor Nevin and several other council members attended the meetings as well as Police Chief Lee, Fire Chief Lohmiller, City Administrator Lyonais and Public Works Director Strand.

The committee met several times and through their expertise and ideas, we believe we have come up with a fiscally responsible plan that will address the space needs of Police/Fire/Administration Departments for years to come.

The committee recommends the Council purchase the land on the corner of CR 66 and Daggett Bay Road to build a new Police/Administration Building on the site and to remodel the present City Hall/Police/Fire Building for the Fire Department.

We recommend Hy-Tech and Widseth Smith Nolting be the Contractor and Engineer for the projects. We are also recommending the conceptual plan and budget they have proposed. The budget shall not exceed 4.8 million dollars.

I would like to personally thank the committee members for their time, input and their willingness to speak freely and Hy-Tech/WSN for meeting with us several times.

Thank you,

Kevin J Sedivy

F.7.a.

REAL ESTATE SALE AGREEMENT

This Real Estate Sale Agreement ("**Agreement**") is made as of 4/23/ 2019 (the "**Effective Date**") by and between Bigwood Enterprises, LLC ("**Seller**"), and City of Crosslake ("**Buyer**").

The parties agree as follows:

1. Seller agrees to sell and Buyer agrees to purchase the following described real property (PID 120162200BA0009) (the "**Property**"):

That part of the South 396.11 feet of the North 656.8 feet of the Northwest Quarter of the Northwest Quarter, Section 16, Township 137, Range 27 lying East of the Easterly right of way line of CSAH 66 and Westerly of the West line of First Addition to Daggett Bay.

2. The "**Purchase Price**" shall be \$170,000 payable as follows: no earnest money, the entire purchase price due at closing.

3. The "**Closing**" shall be on or before May 15, 2019. At the Closing, Seller shall duly execute and deliver to Buyer a warranty deed conveying the Property to Buyer.

4. Buyer may conduct what title work it so requires at its expense but Seller must pay for any issues needed to provide marketable title.

5. Real estate taxes shall be prorated to date of closing. Seller shall pay any assessments that have been certified at or prior to closing.

6. Each party represents and warrants to the other party that:

(i) this Agreement has been duly executed and delivered by such party, and constitutes the valid and binding obligation of such party, enforceable against it in accordance with the terms hereof;

(ii) the execution, delivery and performance of this Agreement does not violate or breach the terms of any agreement to which it is a party or by which it or its property may be bound; and

Seller further represents and warrants to Buyer that:

A. The Property complies with all federal, state and local laws, regulations or orders and common and case law pertaining to health, safety, sanitation or environmental protection (including, without limitation, the surface water, ground water, drinking water supply, land, surface and subsurface strata and ambient air);

B. No hazardous or similar wastes, materials, products or byproducts have been manufactured, stored or placed upon or leaked into the Property or any part thereof by Seller (other than in compliance with all applicable laws and regulations);



C. To Seller's actual knowledge, there are no burial grounds, cemeteries, archeology sites, landfills, or underground storage tanks on the Property;

So long as this Agreement remains in effect, Seller shall not do any of the following, without the written consent of Buyer:

(I) Sell, grant, convey or dispose of, or negotiate or contract to sell, grant, convey or dispose of the Property or any part thereof;

(II) Grant any easement, license or right-of-way in, to or through the Property or any part thereof, or any leases with respect to the Property; or

(III) Create, nor allow to be created, any use restriction or covenant of any kind, character or nature whatsoever with respect to the Property.

7. All the promises, representations, warranties and undertakings expressed in this Agreement shall be deemed made on and as of the Closing Date, as well as on the date hereof, and shall survive consummation of this Agreement and delivery of the deed to the Property.

8. If Buyer should fail to consummate the transaction contemplated in Section 1 of this Agreement for any reason other than a default or misrepresentation by Seller hereunder or the exercise by Buyer of a right to terminate this Agreement as provided herein, then Seller shall have all remedies available to it. If Buyer has performed all of its obligations hereunder and Seller refuses or is unable to close and deliver the Property in accordance with this Agreement, then Buyer shall have all remedies available to it.

9. This Agreement (i) supersedes any letter of intent or prior agreement between the Seller and Buyer and constitutes the entire agreement between Seller and Buyer relating to the subject matter hereof and there are no other terms, conditions, promise, understandings, statements, or representations, express or implied, concerning the sale contemplated hereunder, (ii) shall be governed by the laws of Minnesota, without regard to conflict of law principles, (iii) shall be binding upon and inure to the benefit of the parties hereto and their respective successors and permitted assigns, and (iv) shall not be modified or amended other than by a written instrument executed by both parties hereto.

10. Notices from one party to the other hereunder shall be deemed given when delivered in person or mailed by certified mail return receipt requested to the other party at the address of the other party set forth on the signature page hereof.

11. Condition. As this is bare land, Seller sells this real estate "AS-IS" without any representations regarding the condition of the property.

12. Contingencies. Subject to Crosslake City County approval.

13. Well/Septic. None.

14. Personal Property: none.

- A. 15. Closing Costs. The parties agree to allocate closing costs as set forth on Exhibit

City of Crosslake, Minnesota

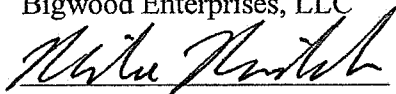
By: _____

Its Mayor

And: _____

Its City Administrator

Bigwood Enterprises, LLC



4-23-2019

Seller: Bigwood Enterprises, LLC

Buyer: City of Crosslake

Closing: tbd

Lender: none

Property: PID 120162200BA0009

BUYER

\$170,000.00

\$300.00

\$46.00

\$250.00

\$150.00

\$986.00

Purchase Price

closing fee

recording fees

title opinion

drafting fees

real estate tax proration

deed tax

pay 2019 real estate taxes

\$0.00 Subtotals

\$171,732.00 Balance due from Buyer

SELLER

\$170,000.00

\$300.00

\$0.00

\$150.00

\$986.00

\$561.00

\$1,972.00

\$2,983.00 \$170,986.00

Balance due to Seller **\$168,003.00**

Buyers:

Sellers:



4-23-2019

May 8, 2019

City of Crosslake
Attn: David Nevin, Mayor
37028 County Road 66
Crosslake, MN 56442

Dear Council Members:

Proposal for Architectural/Engineering services for the future construction of the City Administrative/Police Station and new Firehall.

The following proposal for Architectural/Design Services encompasses:

Architectural Services: - At the completion and acceptance of the preliminary documents, final construction documents will be produced for final contract pricing and construction services. Proposed services include:

- Project Specifications with product and quality control requirements including independent testing standards. These may be produced directly on the plan sheets or in a separate manual depending on the complexity of the document.
- Architectural plans. Preparation of final Construction Documents which are to include: Code Review, Demolition plans, Floor plans for each project, Room finish schedules, Door and Window Schedules, Building Elevations, Wall sections and construction details. Plans will have a list of scheduled fixtures and equipment incorporated in them as provided by Owner.
- Civil design including site plan, grading and landscaping plans. This will include a preliminary site survey of the lot.
- Structural design of foundation, walls and roof systems and specifications.
- Mechanical system design, including plumbing and HVAC design and specifications.
- Electrical systems design will be design/build by selected subcontractors to be coordinated with Architectural documents and systems.

Construction Administration Services:

- Obtain Local & State approval of plans with Owner.
- Monitor construction schedules and perform periodic on-site meetings.
- Perform Architectural site inspections and prepare periodic reports for Owner.
- Assist Owner with product and color selections.
- Review Contractor shop drawings to assure compliance and conformance with design documents.
- Implement Owner requested changes.
- Review Contractor payment request forms prior to submission to Owner.
- Obtain and compile all lien waivers from Contractor(s).
- Substantial completion evaluation of project with client, prepare list of items to be corrected or completed.
- Close-out documents (collection of final Lien Waivers, as-built documents and O&M manuals).

Fee for above services:

City Administration & Police Station - \$200,000.00
Firehall Remodel - \$100,000.00

Fees to be invoiced monthly upon percent complete. Additional services shall be invoiced at a rate of \$90.00/hr for architectural services, \$55.00 for Project Manager and \$45.00/hr for technician. All additional services will be approved in writing by Owner prior to commencement.

Reimbursable expenses:

- Plan printing fees. A total of 5 plan sets and two specification manuals for each project are included in the above fees. Additional sets will be invoiced at \$40.00 per plan set for 22x34 plan size, \$15.00 per plan set for 11x17 plan size. Specification manuals will be reproduced at a cost of \$35.00 each if required.

Included in the budgeted fee are:

- Design of the Electrical and Sprinkler systems.
- Civil Engineer costs.
- Structural Engineer costs.
- Final as-built plans upon completion of construction.

Not included in the budgeted fee at this time are:

- Environmental assessments.
- Soil borings.
- Concrete and soil compaction testing.

The Owner has the right not to proceed with construction at the completion of this agreement.

Please review the following information and call with any questions you may have. Thank you for allowing us to submit this proposal for your consideration.

Sincerely,



Andy Pickar
Project Manager

Accepted by: _____ Date: _____



City of Crosslake, Minnesota
FIRE DEPARTMENT

G.l.a.

May 7, 2019

Memo:

RE: Declare Equipment Surplus

To: Mayor, Council Members

The Crosslake Fire Department would like to declare the following equipment surplus

- 1994 Chevy Top Kick R1 – Rescue 1



This truck is being replaced with the 2019 Ford F650 that has been ordered and will be completed in August of 2019.

Thank you,

Chip Lohmiller
Chief
Crosslake Fire Department

G. Z. a.

MEMO TO: City Council

FROM: Jon Kolstad/Char Nelson

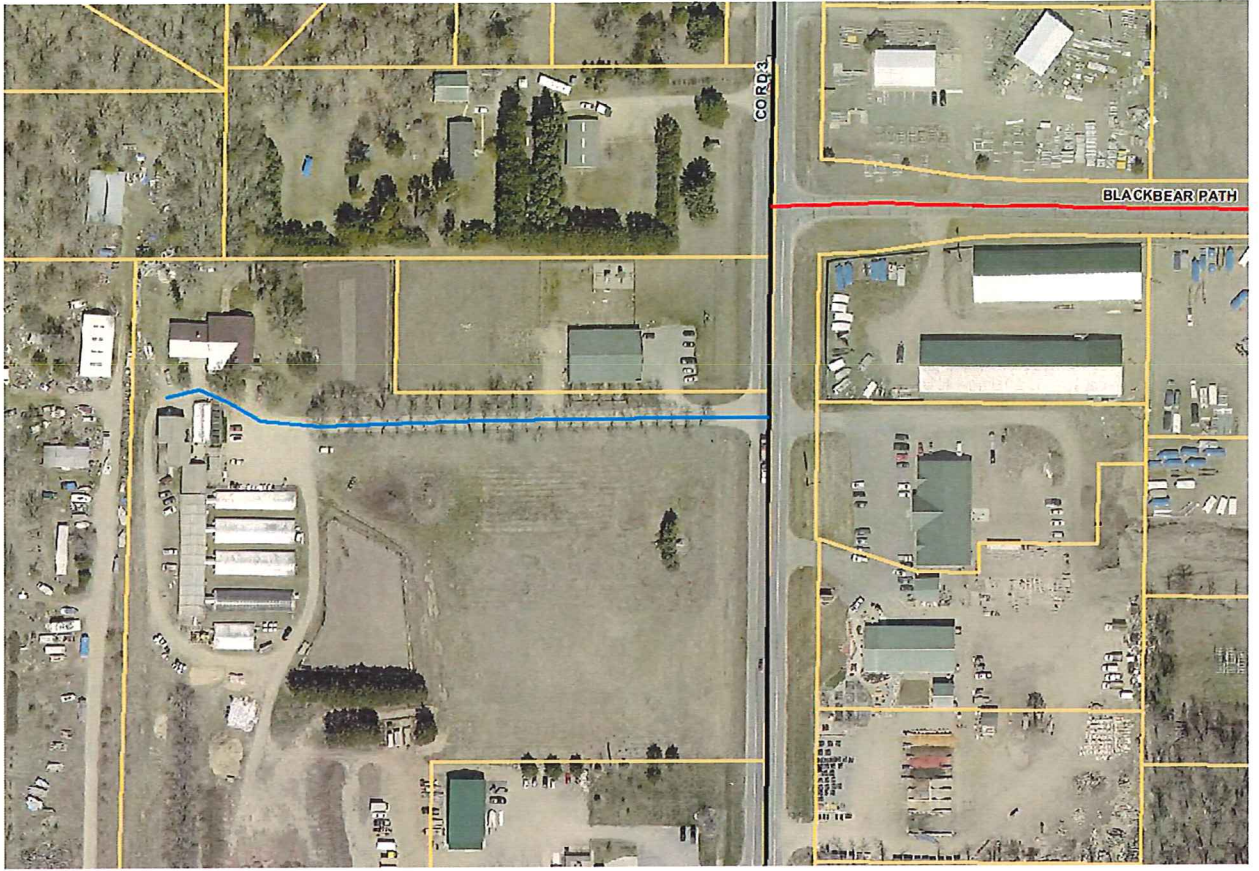
DATE: May 7, 2019

SUBJECT: Ordinance Amendment Naming a Private Road as RBK Lane and Adding the Road Name to the Master Road Name Index

Attached please find two items requiring your approval: 1.) Ordinance Amendment Naming an Unnamed Private Road as RBK Lane and Adding the Road Name to the Master Road Name Index; and 2.) Ordinance Amendment Summary for publication. This request is being submitted to allow E-911 addressing for each of the five structures accessing off of the currently unnamed private drive. The City initiated this request to be compliant with County ordinance. Crow Wing County Ordinance requires that all roads or private driveways shall be named and indicated on the Official County Map if they service more than two residential or commercial structures. The road will be designated as a private road and the City of Crosslake will not maintain RBK Lane. Notice was mailed to all property owners abutting the subject road at least 14 days before the date of this meeting.

Note: The road name RBK Lane has been pre-approved by the Crow Wing County Surveyor.

Approval of Ordinance Amendment and Summary for publication is requested.



ORDINANCE NO. _____
AN ORDINANCE AMENDING CHAPTER 42, ARTICLE VI
NAMING AN UNNAMED ROAD AS RBK LANE
AND
ADDING THE ROAD NAME TO THE MASTER ROAD NAME INDEX
FOR THE CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA

The following is the official summary of Ordinance No. _____, approved by the City Council of the City of Crosslake on the 13th of May, 2019.

The purpose of this Ordinance is to name an unnamed road as RBK Lane and add the name to the Master Road Name Index for the City of Crosslake.

A printed copy of the Ordinance is available for inspection by any person at the Office of the City Clerk.

Passed by the City Council this 13th day of May, 2019 by a ____/5ths vote.

David Nevin
Mayor

ATTEST:

Charlene Nelson
City Clerk

ORDINANCE NO. _____
AN ORDINANCE AMENDING CHAPTER 42, ARTICLE VI ROAD NAMES
NAMING AN UNNAMED ROAD AS RBK LANE
AND
ADDING THE ROAD NAME TO THE MASTER ROAD NAME INDEX
FOR THE CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA

The City Council of the City of Crosslake does ordain as follows:

- **Sec. 42-298. - Index established; conflicts.**

The city maintains a master road name index as well as a map for all named roads within the city. Said master road name index was initially established by the city in 1998 and is updated by the city periodically. In the event of any conflicts or discrepancies with road names within the city, the master road name index shall supersede and control.

- **Sec. 42-299. - Procedure for changing road names.**

- (a) Before the city council will consider a request to change a road name, or name an unnamed or new road, a petition containing at least 75 percent of the signatures of all property owners abutting the subject road must be submitted to the city council along with the proposed road name. Changes to the master road name index shall be through an ordinance.
- (b) Notwithstanding the provision of subsection (a) of this section, the city council may, at its own discretion, change the name of a road, or name an unnamed or new road, provided that all property owners abutting the subject road are given at least 14 days' written notice of the hearing on the proposed name change.
- (c) The City of Crosslake hereby names the current unnamed road as **RBK Lane** in Section 29, Township 137N, Range 27W within the City of Crosslake, County of Crow Wing.
- (d) The City Council of the City of Crosslake hereby amends the City Code to include **RBK Lane** in the Master Road Name Index.
- (e) The City Designates **RBK Lane** as a private road and the City of Crosslake shall not accept **RBK Lane** as a public road for maintenance purposes until such time that the road is built to City standards.

Passed by the City Council this 13th day of May, 2019 by a ___/5ths vote.

David Nevin
Mayor

ATTEST:

Charlene Nelson
City Clerk

Attachment: Master Road Name Index

MASTER ROAD NAME INDEX

ROAD NAME	SEC	QD	LOCATION	FORMER	ADD'L COMMENTS
ABC DRIVE	18	NW	NORTH OFF 16		PRIVATE ROAD
ADDI LANE	29	SE	WEST OFF #3		WHITEFISH BUSINESS PARK
ALBINSON ROAD	5		WEST OFF #66	UNNAMED	PRIVATE ROAD
ALLEN AVENUE	21	NE	SOUTH OFF SWANNI DRIVE		TOWN SQUARE DEV.
ANCHOR POINT LANE	5		OFF ANCHOR POINT RD	UNNAMED	PRIVATE ROAD
ANCHOR POINT ROAD	5.7	NW	WEST OFF 66		
ANCHOR POINT TRAIL	5	NW	NE FROM ANCHOR POINT RD		ENBEE ESTATES
ANDERSEN DRIVE	33	NE	EAST OFF SHAVER ROAD		ANDERSEN ESTATES PLAT
ANDERSON COURT	31	SW	NORTH OFF 103		
ANTLER ROAD	33	NW	EAST OFF OF COUNTY ROAD 3		PINE VISTA PLAT
ARROWHEAD LANE	30	SW	EAST OFF WEST SHORE DRIVE		
ARROWHEAD TRAIL	30	SW	NORTH OFF ARROWHEAD LANE		NON-MAINT/ BARTHEL SUBDIV
ASPEN COURT	9	SE	W OFF WILDERNESS ROAD		CHATHAM PARK SO.
ASPEN DRIVE	9	SE	W OFF WILDERNESS ROAD		CHATHAM PARK SO.
ASPEN WAY	9	SE	W OFF WILDERNESS ROAD		PRIVATE ROAD/ CHATHAM PK S
AUTUMN RIDGE ROAD	16	NW	EAST OFF 66 NORTH OF BAIT BOX	UNNAMED	PRIVATE ROAD
BACKDAHL ROAD	1.9	NW,NE	E/W OFF SOUTH END OF WILDERNESS TRAIL		PART CHGD TO WILDERNESS RD
BACON LANE	29	NE	WEST OFF OF COUNTY ROAD 3	UNNAMED	PRIVATE ROAD
BAIL LECH WAY	18	NW	NORTH OFF OF THE WEST SIDE OF ABC DRIVE	UNNAMED	PRIVATE ROAD
BALD EAGLE TRAIL	16	SW	EAST OFF OF COUNTY ROAD 66		EAGLE PASS PLAT
BAY SHORES ROAD	2	NE	WEST OFF 3	SHORES ROAD	BAY SHORES PLAT
BIG PINE DRIVE	33	SE	N OFF BIG PINE TRAIL PAST BIG PINE HOLLOW	UNNAMED	PRIVATE ROAD
BIG PINE HOLLOW	33	SE	NORTH OFF BIG PINE TRAIL	UNNAMED	PRIVATE ROAD
BIG PINE TRAIL	32,33	SE	EAST OFF 3		
BIRCH NARROWS ROAD	10	NE	WEST OFF 3	O'BRIEN/MICHAEL DR	
BIRCHRIDGE BLVD	30	SW	OFF SUNRISE ISLAND ROAD		
BIRD HAVEN ROAD	5		EAST OFF OF #66		PRIVATE RD/BIRDHAVEN RESORT
BLACKBEAR PATH	28		EAST OFF OF #66		M&D ADDITION
BLACKSMITH PLACE	9	NW	SOUTH OFF TALL TIMBERS TRAIL		OLD LOG HDQTRS
BLUE ACRES COURT	30		OFF OF ARROWHEAD LANE	UNNAMED	PRIVATE RD/BLUE ACRES GRN
BLUE ACRES LANE	30		OFF OF ARROWHEAD LANE	UNNAMED	PRIVATE RD/BLUE ACRES GRN
BLUE ACRES TRAIL	30		OFF OF ARROWHEAD LANE	UNNAMED	PRIVATE RD/BLUE ACRES GRN
BONNIE LAKES LANE	13		OFF BONNIE LAKES TRAIL (S PORTION GOODRICH LAKE)	MCCLINTOCK	GOODRICH/O'BRIEN LK SHORES
BONNIE LAKES ROAD	13.24	SE	NORTH FROM 36	BONN LKS FRM RD	
BONNIE LAKES TRAIL	13	SE	OFF BONNIE LAKES TRAIL	BONN LKS FRM RD	
BORDER POINT ROAD	31	SW	EAST OFF OF COUNTY ROAD 120	UNNAMED	PRIVATE ROAD
BOY SCOUT ROAD	1,11,12		OFF OF # 3	UNNAMED	BOY SCOUT CAMP-PRIVATE
BRITA LANE	28.33	SE	EAST OFF 36		
BROOK STREET	16	NW	N/S AT END OF DAGGETT BAY ROAD		
BROOKWOOD CIRCLE	30	SW	EAST OFF WEST SHORE DRIVE		BROOKWOOD PLAT
BUCKSKIN LANE	4	NW	EAST OFF OJIBWAY TRAIL		

MASTER ROAD NAME INDEX

BUNKHOUSE ROAD	9	NW	BETWEEN TALL TIMBERS TRAIL AND KIMBALL ROAD		
CABIN COVE TRAIL	5	SE	EAST OFF OF COUNTY ROAD 66	UNNAMED	PRIVATE ROAD
CAREFREE DRIVE	9		SOUTH OFF OF DAGGETT PINE ROAD	UNNAMED	PRIVATE ROAD
CHANNEL LANE	17	NW	WEST OFF 16 ON S SIDE OF RUSH/CROSS CHANNEL		PRIVATE ROAD
CHERRY LANE	31	SW	OFF PERKINS ROAD		
COOL HAVEN LANE	5	NW	OFF SOUTH LANDING		
COUNTY ROAD 103					
COUNTY ROAD 16					
COUNTY ROAD 3					
COUNTY ROAD 36					
COUNTY ROAD 37					
COUNTY ROAD 66					
COUNTY ROAD 120					
CRANBERRY DRIVE	1		OFF BUCHITE ROAD	UNNAMED	PRIVATE ROAD
CROSS AVENUE	31	SW	WEST OFF LAKE STREET		
CROSS LAKE AVENUE	16	NW	WEST OFF 66 NORTH OF DAGGETT/CROSS CHANNEL		
CROSSCUT WAY	9	NW	BETWEEN LOG LANDING AND HEADQUARTERS DRIVE		
DAGGETT BAY ROAD	16	NW	EAST FROM 66		
DAGGETT PINE ROAD	9.1	NE,NW	EAST FROM 66 TO DREAM ISLAND ROAD		
DAGGETT COURT	10		S OFF OF DAGGETT PINE ROAD	UNNAMED	ISLAND VIEW PLAT
DAGGETT LANE	10		SW OFF DAGGETT PINE ROAD	UNNAMED	
DANCING BEAR DRIVE	32	NW	SOUTH OFF OF COUNTY ROAD 103		SILENT OAKS PLAT
DEER RIDGE DRIVE	9		S OFF OF DAGGETT PINE ROAD		CHATHAM PARK NORTH
DEWDROP LANE	19		W OFF OF WEST SHORE DRIVE		
DREAM ISLAND CIRCLE	10		W OFF OF DREAM ISLAND ROAD		LITTLE PINE SHORE PLAT
DREAM ISLAND LANE	10		E OFF DREAM ISLAND ROAD (BEFORE ISLAND)	UNNAMED	(PRIVATE ROAD??)
DREAM ISLAND ROAD	10	NE	END OF DAGGETT PINE ROAD- GOING NORTH	UNNAMED	
DUCK LANE	30	SW	WEST OFF WEST SHORE DR		DUCKWOOD PLAT
DUCKWOOD TRAIL	31	SE	SOUTH OFF OF COUNTY ROAD 103		
EAGLE STREET	8	NW	WEST OFF 66		
EAST SHORE BOULEVARD	29	NE	W OFF OF EAST SHORE ROAD	EAST SHORE ROAD	CL EAST SHORE PLAT
EAST SHORE CIRCLE	29	SW	NORTH OFF EAST SHORE ROAD	LAKE SHORE CIR	SANDCREST PLAT
EAST SHORE COURT	29		DOUG NELSON DEV- N OFF OF E SHORE ROAD		PRIVATE- NELSON E SHORE LND
EAST SHORE LANE	29		DOUG NELSON DEV-OFF E SHORE ROAD		PRIVATE- NELSON E SHORE LND
EAST SHORE ROAD	29	SW	OFF OF 3	LAKESHORE DR	REPLACE LAKE SHORE DRIVE
EAST SHORE TERRACE	29		DOUG NELSON DEV-OFF E SHORE ROAD		NELSON'S E SHORE LANDING
ECHO DRIVE	16	NW	WEST OFF 66 TO MARGRET	OLD CO HWY 8	
EDGEWATER LANE	16	NW	WEST OFF 66 BEHIND CHANNEL LIQUOR	OLD COOLEY HWY	
EGRET ROAD	9		N OFF DAGGETT PINE ROAD		D & M ADDITION
EVA LANE	17	NE	NORTH OFF OF COUNTY ROAD 16	UNNAMED	DRIVEWAY SERVING 3 RESIDENCES
FIRST STREET	8	NW	WEST OFF 16 ACROSS FROM MOONLITE		
FISH ROAD	2		BASS LAKE RESERVE- EAST OFF #3		PRIVATE ROAD
FISHERMANS POINT ROAD	17	NW	SE OFF 16 SOUTH OF RUSH/CROSS CHANNEL	UNNAMED	PRIVATE ROAD

MASTER ROAD NAME INDEX

FOREST LODGE ROAD	7	NW	SOUTH OFF ANCHOR POINT		PORTION PRIVATE ROAD
GALE LANE	18	NW	SOUTH OFF 16 NEAR HARBOR LANE		
GENDREAU ROAD	33	SW	SOUTH OFF 36		
GINSENG PATCH ROAD	7	NW	NEAR END OF ANCHOR POINT ROAD TO NW		SEEKEL ADDITION
GLADICK LANE	17	NW	WEST OFF 16 ON N SIDE OF RUSH/CROSS CHANNEL		
GLEE LANE	21	NE	WEST OFF OF COUNTY ROAD 3	UNNAMED	PRIVATE DRIVE
GORDON CIRCLE	29	SW	EAST OFF OF HAPPY LANDING ROAD		WILD WIND PLAT
GREER LAKE ROAD	36	SE	E/W ROAD TO GREER LAKE TRAIL		GREER LAKE CAMPGROUND RD
GOULD STREET	21	NE	BETWEEN OSTLUND AVE. AND ALLEN AVE. SO. OF SWANN DR.		TOWN SQUARE DEV.
HAPPY COVE ROAD	29	SW	EAST OFF HAPPY LANDING		PART OF HAPPY LANDING ROAD
HAPPY LANDING ROAD	29	SW	NORTH FROM 103		
HAPPY TRAIL	29		NORTH OFF HAPPY LANDING ROAD	UNNAMED	PART OF HAPPY LANDING ROAD
HARBOR LANE	18	NW	WEST OFF 16	HARBOR LN RD	
HARBOR TRAIL	18	NW	NW OFF HARBOR LANE	RUSH LAKE AVE	
HEADQUARTERS DRIVE	9	NW	OFF OLD LOG LANDING	HDQTR DR S	
HERITAGE WAY	21	NE	BETWEEN PIONEER DR AND OSTLUND AVE	UNNAMED	
HIDDEN VALLEY ROAD	8		W OFF 16 ACROSS FROM MOONLITE BAY		
HILLTOP DRIVE	6	NW	BETWEEN MANHATTAN POINT BLVD AND WHITEFISH AVE	WEST AVE	NAME NOT USED
INDUSTRIAL ROAD	32	SW	NORTH OFF OF COUNTY ROAD 120	UNNAMED	PRIVATE ROAD
ISLAND VIEW LANE	8	NW	WEST OFF 16	ISLAND VIEW RD	WARNERS ADD MUHL'S ISL VIEW
ISLAND VIEW ROAD	8	NW	WEST OFF 16		WARNERS ADD MUHL'S ISL VIEW
IVY LANE	31	SW	E/W ROAD OFF 103		
IVY TRAIL	31		N OFF OF IVY LANE	UNNAMED	CONSIDERED PART OF IVY LANE
JASON LANE	7		SOUTH OFF SILVER PEAK ROAD		STALEY SHORES PLAT
JOHNNIE STREET	17	SW	SOUTH FROM 16	ARTHUR AVE	INCORPORATED ARTHUR AVE
KALLBERG ROAD	26,35	E1/2	SOUTH OFF OF COUNTY ROAD 36	UNNAMED	FOREST RD, THEN PRIVATE DW
KIMBALL COURT	16		EAST OFF KIMBALL ROAD		PRIVATE-DAGGETT BAY TWNHMS
KIMBALL ROAD	9	NW	EAST OFF NORTH END OF BROOK STREET		
KIMBERLY ROAD	32	SW	WEST OFF 3		
LAKE STREET	31	SW	NORTH OFF 103		
LAKE TRAIL	31	SW	EAST OFF LAKE ST	PINE AVE/ OAK ST	BOWERS POINT
LILYPAD ROAD	11,12	S1/2	SOUTH, THEN EAST OFF OF COUNTY ROAD 3	UNNAMED	FOREST RD TO PUBLIC ACCESS ON GOODRICH
LOG LANDING	9	NW	EAST OFF 66	HDQTRS DRIVE N	OLD LOG HDQTRS PLAT
LOVELAND HARBOR	8	NE	WEST OFF OF COUNTY ROAD 66	UNNAMED	PRIVATE ROAD
LUMBERJACK LANE	9	NW	N/S END OF LOG LANDING AND HEADQUARTERS DR		
MANHATTAN DRIVE	6	NW	OFF MANHATTAN POINT BLVD-GOING NORTH	MANHATTAN BLVD	DIRECTION CHANGE
MANHATTAN POINT BOULEVARD	5,6	NW	WEST OFF 66 AT MANHATTAN BEACH LODGE	COUNTY RD 140	FORMER COUNTY ROAD
MAPLE LANE	21	SW	SOUTH OFF 37	DONALD DRIVE	RIVERVIEW PLAT
MARGARET LANE	16	NW	WEST OFF 16		
MARODA DRIVE	19	SW	EAST OFF WEST SHORE DRIVE		
MARY LANE	9	NW	WEST OFF MILLER ROAD		
MEZZENGA LANE	31		S OFF COUNTY ROAD 103		
MILINDA SHORES ROAD	7,18	NW	OFF SILVER PEAK RD (IDEAL TWNHSP)	UNNAMED	PRIVATE

MASTER ROAD NAME INDEX

MILLER ROAD	9	NW	SOUTH OFF DAGGETT PINE ROAD			
MOCCASIN DRIVE	4	NW	NE OFF OJIBWA TRAIL OX LAKE LANDING	ARROWHEAD DR		DUPLICATE NAME
MOEN BEACH TRAIL	10	NE	NORTH OFF DAGGETT PINE ROAD NEAR E END	MOEN BEACH RD		
NORTH HARBOR ROAD	7		E OFF ANCHOR POINT RD	UNNAMED		
NORTHERN TERRACE	28		M & D ADDITION			
NORTHWOOD AVENUE	6		MANHATTAN POINT PLAT			
NORWAY TRAIL	16	NW	DAGGETT BAY ROAD TO BROOK STREET	ISLAND AVE		WHITE PINE TERRACE PLAT
OAKDALE ROAD	31	SW	NORTH OFF FAWN LAKE ROAD			
OJIBWAY CIRCLE	5	NW	NORTH OFF OJIBWAY TRAIL NEAR END			
OSTLUND AVENUE	21	NE	BETWEEN SWANN DRIVE AND COUNTY ROAD 3			TOWN SQUARE DEV.
OWL STREET	16	NW	EAST OF PINE BAY TRAIL			NO SIGN-PUBLIC ACCESS
OX COVE TRAIL	5,8	NE,SE	WEST OF OX LAKE LANDING	UNNAMED		DRIVEWAY BEFORE M&B SUB.
OX LAKE CROSSING ROAD	5	NE	EAST OFF OF COUNTY ROAD 66	BOULDER RIDGE RD.		DUPLICATE NAME
OX LAKE LANDING	4,5,8,9	NW	NORTH OFF DAGGETT PINE TO OJIBWAY CIRCLE	OJIBWAY TRAIL		INCORPORATE OJIBWAY TRAIL
PARK DRIVE	29		EASTERLY LOOP OFF LAKESHORE DRIVE			
PARKVIEW LANE	9	NW	SOUTH OFF DAGGETT PINE ROAD			
PERKINS ROAD	30,31	SW	WEST OFF 103			
PINE BAY CIR	16					PRIVATE
PINE BAY DRIVE	16	NW	NORTH OFF PINE BAY TRAIL	PINE BAY ROAD		
PINE BAY ROAD	15,16	NE,NW	NORTH OFF 3			
PINE BAY TRAIL	16	NW	WEST OFF PINE BAY ROAD	PINE BAY ROAD		
PINE CREEK TRAIL	23	NE,SE	NORTH OFF OF COUNTY ROAD 36	UNNAMED		PRIVATE ROAD TO NW BAY OF O'BRIEN LAKE
PINE LANE	8	NW	NORTH OFF ISLAND VIEW ROAD			
PINE LURE DRIVE	2	NE	WEST OFF 3	PINE LURES ROAD		CHANGED AT REQUEST OF LANDOWNERS
PINE POINT ROAD	10		END OF DAGGETT PINE ROAD- E/W OF ROAD	PT DAGGETT PINE RD		
PINE VIEW LANE	33		JOHNSON'S PINE VIEW			
PINEDALE STREET	6	NW	OFF SUMMIT	WOODLAND STREET		
PIONEER DRIVE	21	NW	BETWEEN SWANN DRIVE AND COUNTY ROAD 3	UNNAMED		
PLEASANT VIEW	19	SW	NW OFF WEST SHORE DRIVE			PRIVATE ROAD - FORMERLY PLEASANT LN.
POND VIEW LANE	18	SE	SOUTH OFF OF COUNTY ROAD 16	UNNAMED		PRIVATE ROAD
RABBIT LANE	16	NW	NORTH OFF PINE BAY DRIVE			
RACCOON STREET	16	NW	OFF PINE BAY TRAIL	COON STREET		NO SIGN-PUBLIC ACCESS
RBK LANE	29	SE	WEST OFF COUNTY ROAD 3			PRIVATE DRIVEWAY FOR NURSERY
RED OAK CIRCLE	29	SW	WEST OFF HAPPY LANDING ROAD			OAKCREST PLAT
RED PINE DRIVE	24		OFF OF BONNIE LAKES RD	RED PINE ROAD		
RED PINE ROAD	24	SE	OFF OF RED PINE DRIVE			
RIDGEWAY DRIVE	9		S OF DAGGETT PINE RD- E/W OF ROAD			CHATHAM PARK NORTH
RIVER BLUFFS ROAD	27,28		RIVER BLUFFS PLAT			
RIVERWOOD COURT	21	NW, NE	SOUTH OFF OF COUNTY ROAD 3			ACCESS TO RIVERWOOD CIC
RIVERWOOD LANE	21	SW	EAST OFF OF 3			
RIVERWOOD TRAIL	21	SW	N/S OFF OF RIVERWOOD LANE			
ROBERT LANE	20					
ROBERT STREET	17	NW	EAST OFF 16			INC DONALD BLVD & DWIGHT DR

MASTER ROAD NAME INDEX

ROCKY ROAD	23		N OFF CTY RD #36- ROCK LAKE		UNNAMED	PRIVATE ROAD
RUSH HARBOR LANE	8	NE	WEST OFF OF COUNTY ROAD 16		UNNAMED	PRIVATE ROAD-LOVELANDS PLAT
RUSH LANE	5	NW	NORTH FROM ANCHOR POINT RD			
RUSHMOOR BOULEVARD	17	NW	NORTHWEST OFF 16			
RUSHMOOR TRAIL	17,18		WEST OFF RUSHMOOR BLVD			
SAND POINTE COURT	20		WEST OFF SAND POINTE DRIVE			PRIVATE/GOLDEN RULE TRL PRK
SAND POINTE DRIVE	20	SW	WEST OFF 3 AT RIVERSIDE INN		FAE AVE- ANN ST	
SANDRA ROAD	32	SW	EAST OFF 3 SOUTH OF SHAFER RD			
SANDY SHORES COURT	29	NE	AT END OF SANDY SHORES ROAD		UNNAMED	
SANDY SHORES ROAD	29	SW	WEST OFF OF COUNTY ROAD 3			
SCENIC COURT	33	NW	EAST FROM VISTA DRIVE AND SOUTH OF SCHAFER ROAD			PINE VISTA PLAT
SECOND AVENUE	8	NW	NORTH OFF FIRST STREET			MINNOWA PLAT
SECOND STREET	8	NW	SOUTH OFF FIRST STREET		FIRST AVENUE	MINNOWA PLAT
SEQUOIA DRIVE	31	SW	OFF 103			
SHADYWOOD STREET	6	NW	BETWEEN MANHATTAN POINT BLVD AND SUMMIT-E/W RD			
SHAFER ROAD	33	SW	EAST OFF 3			
SHAMROCK ROAD	24	SE	E & S OFF BONNIE LAKES ROAD			
SHORES DRIVE	16	NW	WEST OFF PINE BAY TRAIL		WHT PINE SHR DR	
SILVER PEAK ROAD	7	NW	NE END OF IDEAL TWSHP SILVER PEAK ROAD			
SLEEPY VALLEY ROAD	26	SE	WEST OFF 36			PHELPS LAKE SHORE PLAT
SOUTH LANDING	5	NW	S OFF MANHATTAN POINT BLVD ACROSS LODGE			
STALEY LANE	7		S OFF SILVER PEAK RD/ JASON LANES			STALEY SHORES PLAT
SUGAR LOAF ROAD	33	SE	SOUTH OFF SHAFER ROAD			
SUMMIT AVENUE	6	NW	BETWEEN MANHATTAN POINT BLVD AND WHITEFISH			
SUNDANCE LOOP	16	NW	OFF OF COUNTY ROAD 66		UNNAMED	PRIVATE ROAD
SUNRISE BOULEVARD	30	SW	OFF WEST SHORE DRIVE			
SUNRISE ISLAND ROAD	30	SW	EAST OFF WEST SHORE DRIVE			
SUNSET DRIVE	19	SW	WEST OFF PLEASANT LANE			
SWANN DRIVE	21	NW, NE	BETWEEN COUNTY ROAD 66 & COUNTY ROAD 3		UNNAMED	
TALL TIMBERS TRAIL	9	NW	E/W AT END OF LUMBERJACK LANE			
TALON TRAIL	16	SW	N/S AT END OF BALD EAGLE TRAIL			EAGLE PASS PLAT
TAMARACK LANE	13	NE	SOUTH OFF TAMARACK ROAD		MCCLINTOCK RD	
TAMARACK ROAD	13,24	NE	NW OF O'BRIEN LAKE		MCCLINTOCK RD	
TAMARACK TRAIL	13	NE	SOUTH OFF TAMARACK ROAD		MCCLINTOCK RD	
TIMBER LANE	18	NW	NORTH OFF HARBOR LANE			TIMBERLANE PLAT
TRAILHEAD LANE	9	NE	NORTH OFF OF DAGGETT PINE ROAD		UNNAMED	
TWIN BAY DRIVE	7	NW	SOUTH OFF GINSENG PATCH ROAD ANCHOR POINT			TWIN BAY SHORES
URBANS POINT ROAD	30	SW	NORTH OFF PERKINS ROAD		URBAN POINT ROAD	
VELVET LANE	24	SE	SOUTH OFF 36 AT NW SHORE OF VELVET LAKE			
VERNA DRIVE	5	NW	OFF MANHATTAN POINT BLVD NEXT TO LODGE			
VISTA DRIVE	33	NW	SOUTH OF SCHAFER ROAD			PINE VISTA PLAT
WATERWOOD COURT	10	NE	S OFF DAGGETT PINE ROAD E OF WILDERNESS			
WEST SHORE DRIVE	18,19,30	SW,NW	N/S FROM 16 TO 103			

MASTER ROAD NAME INDEX

WETLAND DRIVE	29		OFF OF E SHORE BLVD				PRIVATE ROAD
WHIPPLE DRIVE	21	SW	EAST OFF OF COUNTY ROAD 3				DRIVE GOING THRU PUBLIC WORKS AREA
WHITE BIRCH LANE	21	NE	RUNS BETWEEN WILDWOOD DR AND TRAIL				
WHITE ISLAND DRIVE	6	NW	NORTH FROM WHITEFISH ROAD			ISLAND AVE	WHITE ISL BCH PLAT/PVT RD
WHITE OAK DRIVE	29,30	SW	NORTH OFF 103				OAKCREST PLAT
WHITE PINE TRAIL	10	NW	OFF WILDERNESS TRAIL				
WHITEFISH AVENUE	6	NW	OFF MANHATTAN POINT BLVD				A/K/A COUNTY RD 140
WHITEFISH ROAD	6	NW	SOUTH OFF WHITEFISH AVENUE			EDGEWATER BEACH	
WHITEFISH TRAIL	6	NW	EAST OFF WHITEFISH AVENUE			PINE TERRACE	
WILDERNESS TRAIL	2,3,9,10	NE,NW	N/S OFF DAGGETT PINE ROAD				
WILD WIND RANCH DRIVE	32	NE	SOUTH OFF OF COUNTY ROAD 103			UNNAMED	WILD WIND RANCH ESTATES PLAT
WILDWOOD DRIVE	21	NE	OFF WILDWOOD TRAIL				WILDWOOD ACRES PLAT
WILDWOOD TRAIL	21	NE	SOUTH OFF WILDWOOD DRIVE			RED OAK TRAIL	WILDWOOD ACRES PLAT
WILLWOOD LANE	31	SW	SOUTH OFF 103				
WINDSOR AVENUE	6		MANHATTAN POINT				
WOLF COURT	10		OFF WOLF TRAIL			UNNAMED	
WOLF TRAIL	10,15,16	NE,NW	NE/NW AT END OF PINE BAY ROAD				
WOODLAND AVENUE	6						NO STRUCTURES
WOODLAND DRIVE	6	NW	WEST OF NORTHWOOD AVE- MANHATTAN POINT				PLAT ROAD NAME

G. 2. b.

CONSENT TO PLAT

KNOW ALL PERSONS BY THESE PRESENTS: That American National Bank of Minnesota, a national banking corporation under the laws of the United States of America, does hereby consent to the filing of the proposed plat of FAWN LAKE PARK, city of Crosslake, Crow Wing County, Minnesota.

IN WITNESS WHEREOF said American National Bank of Minnesota, a national banking corporation under the laws of the United States of America, has caused these presents to be signed by its proper officer, Patrick J. Smith, its President, this 7 day of May, 2019.

AMERICAN NATIONAL BANK OF MINNESOTA

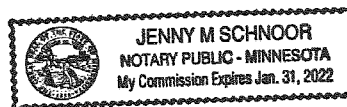
By: [Signature]

Its: President

STATE OF MINNESOTA
COUNTY OF CROW WING

The foregoing instrument was acknowledged before me this 7 day of May, 2019, by Patrick J. Smith, President of American National Bank of Minnesota, a national banking corporation under the laws of the United States of America, on behalf of the corporation.

[Signature]
Notary Public, Cass County, Minnesota
My commission expires Jan. 31, 2022



DRAFTED BY:
Patrick A. Trottier
PO Box 874
Pequot Lakes, MN 56472

stewart title®

ALTA OWNER'S POLICY OF TITLE INSURANCE

ISSUED BY
STEWART TITLE GUARANTY COMPANY

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

COVERED RISKS

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

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

Countersigned by:

Authorized Countersignature



Matt Morris
President and CEO

Noble Escrow & Title, Inc.
31094 Government Drive
PO Box 831
Pequot Lakes, MN 56472
(218) 568-5025
Agent ID: 230123

Denise Carraux
Secretary

For coverage information or assistance resolving a complaint, call (800) 729-1902 or visit www.stewart.com. To make a claim, furnish written notice in accordance with Section 3 of the Conditions. For purposes of this form the "Stewart Title" logo featured above is the represented logo for the underwriter, Stewart Title Guaranty Company.

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File No. 186579

ALTA Owner's Policy 06-17-06

Page 1 of 4 of Policy Serial No.: O-0000-929236288

AMERICAN
LAND TITLE
ASSOCIATION



COVERED RISKS (Continued)

9. Title being vested other than as stated in Schedule A or being defective
 - (a) as a result of the avoidance in whole or in part, or from a court order providing an alternative remedy, of a transfer of all or any part of the title to or any interest in the Land occurring prior to the transaction vesting Title as shown in Schedule A because that prior transfer constituted a fraudulent or preferential transfer under federal bankruptcy, state insolvency, or similar creditors' rights laws; or
 - (b) because the instrument of transfer vesting Title as shown in Schedule A constitutes a preferential transfer under federal bankruptcy, state insolvency, or similar creditors' rights laws by reason of the failure of its recording in the Public Records
 - (i) to be timely; or
 - (ii) to impart notice of its existence to a purchaser for value or to a judgment or lien creditor.
 10. Any defect in or lien or encumbrance on the Title or other matter included in Covered Risks 1 through 9 that has been created or attached or has been filed or recorded in the Public Records subsequent to Date of Policy and prior to the recording of the deed or other instrument of transfer in the Public Records that vests Title as shown in Schedule A.
- The Company will also pay the costs, attorneys' fees, and expenses incurred in defense of any matter insured against by this Policy, but only to the extent provided in the Conditions.

EXCLUSIONS FROM COVERAGE

The following matters are expressly excluded from the coverage of this policy, and the Company will not pay loss or damage, costs, attorneys' fees, or expenses that arise by reason of:

1. (a) Any law, ordinance, permit, or governmental regulation (including those relating to building and zoning) restricting, regulating, prohibiting, or relating to
 - (i) the occupancy, use, or enjoyment of the Land;
 - (ii) the character, dimensions, or location of any improvement erected on the Land;
 - (iii) the subdivision of land; or
 - (iv) environmental protection;or the effect of any violation of these laws, ordinances, or governmental regulations. This Exclusion 1(a) does not modify or limit the coverage provided under Covered Risk 5.
- (b) Any governmental police power. This Exclusion 1(b) does not modify or limit the coverage provided under Covered Risk 6.
2. Rights of eminent domain. This Exclusion does not modify or limit the coverage provided under Covered Risk 7 or 8.
3. Defects, liens, encumbrances, adverse claims, or other matters
 - (a) created, suffered, assumed, or agreed to by the Insured Claimant;

- (b) not Known to the Company, not recorded in the Public Records at Date of Policy, but Known to the Insured Claimant and not disclosed in writing to the Company by the Insured Claimant prior to the date the Insured Claimant became an Insured under this policy;
 - (c) resulting in no loss or damage to the Insured Claimant;
 - (d) attaching or created subsequent to Date of Policy (however, this does not modify or limit the coverage provided under Covered Risk 9 and 10); or
 - (e) resulting in loss or damage that would not have been sustained if the Insured Claimant had paid value for the Title.
4. Any claim, by reason of the operation of federal bankruptcy, state insolvency, or similar creditors' rights laws, that the transaction vesting the Title as shown in Schedule A, is
 - (a) a fraudulent conveyance or fraudulent transfer; or
 - (b) a preferential transfer for any reason not stated in Covered Risk 9 of this policy.
5. Any lien on the Title for real estate taxes or assessments imposed by governmental authority and created or attaching between Date of Policy and the date of recording of the deed or other instrument of transfer in the Public Records that vests Title as shown in Schedule A.

CONDITIONS

1. DEFINITION OF TERMS

The following terms when used in this policy mean:

- (a) "Amount of Insurance": The amount stated in Schedule A, as may be increased or decreased by endorsement to this policy, increased by Section 8(b), or decreased by Sections 10 and 11 of these Conditions.
- (b) "Date of Policy": The date designated as "Date of Policy" in Schedule A.
- (c) "Entity": A corporation, partnership, trust, limited liability company, or other similar legal entity.
- (d) "Insured": The Insured named in Schedule A.
 - (i) the term "Insured" also includes
 - (A) successors to the Title of the Insured by operation of law as distinguished from purchase, including heirs, devisees, survivors, personal representatives, or next of kin;
 - (B) successors to an Insured by dissolution, merger, consolidation, distribution, or reorganization;
 - (C) successors to an Insured by its conversion to another kind of Entity;
 - (D) a grantee of an Insured under a deed delivered without payment of actual valuable consideration conveying the Title
 - (1) if the stock, shares, memberships, or other equity interests of the grantee are wholly-owned by the named Insured.
 - (2) if the grantee wholly owns the named Insured.
 - (3) if the grantee is wholly-owned by an affiliated Entity of the named Insured, provided the affiliated Entity and the named Insured are both wholly-owned by the same person or Entity, or
 - (4) if the grantee is a trustee or beneficiary of a trust created by a written instrument established by the

Insured named in Schedule A for estate planning purposes.

- (ii) with regard to (A), (B), (C), and (D) reserving, however, all rights and defenses as to any successor that the Company would have had against any predecessor Insured.
- (e) "Insured Claimant": An Insured claiming loss or damage.
- (f) "Knowledge" or "Known": Actual knowledge, not constructive knowledge or notice that may be imputed to an Insured by reason of the Public Records or any other records that impart constructive notice of matters affecting the Title.
- (g) "Land": The land described in Schedule A, and affixed improvements that by law constitute real property. The term "Land" does not include any property beyond the lines of the area described in Schedule A, nor any right, title, interest, estate, or easement in abutting streets, roads, avenues, alleys, lanes, ways, or waterways, but this does not modify or limit the extent that a right of access to and from the Land is insured by this policy.
- (h) "Mortgage": Mortgage, deed of trust, trust deed, or other security instrument, including one evidenced by electronic means authorized by law.
- (i) "Public Records": Records established under state statutes at Date of Policy for the purpose of imparting constructive notice of matters relating to real property to purchasers for value and without Knowledge. With respect to Covered Risk 5(d), "Public Records" shall also include environmental protection liens filed in the records of the clerk of the United States District Court for the district where the Land is located.
- (j) "Title": The estate or interest described in Schedule A.
- (k) "Unmarketable Title": Title affected by an alleged or apparent matter that would permit a prospective purchaser or lessee of the Title or lender on the Title to be released from the obligation to purchase, lease, or lend if there is a contractual condition requiring the delivery of marketable title.



CONDITIONS (Continued)

2. CONTINUATION OF INSURANCE

The coverage of this policy shall continue in force as of Date of Policy in favor of an Insured, but only so long as the Insured retains an estate or interest in the Land, or holds an obligation secured by a purchase money Mortgage given by a purchaser from the Insured, or only so long as the Insured shall have liability by reason of warranties in any transfer or conveyance of the Title. This policy shall not continue in force in favor of any purchaser from the Insured of either (i) an estate or interest in the Land, or (ii) an obligation secured by a purchase money Mortgage given to the Insured.

3. NOTICE OF CLAIM TO BE GIVEN BY INSURED CLAIMANT

The Insured shall notify the Company promptly in writing (i) in case of any litigation as set forth in Section 5(a) of these Conditions, (ii) in case Knowledge shall come to an Insured hereunder of any claim of title or interest that is adverse to the Title, as insured, and that might cause loss or damage for which the Company may be liable by virtue of this policy, or (iii) if the Title, as insured, is rejected as Unmarketable Title. If the Company is prejudiced by the failure of the Insured Claimant to provide prompt notice, the Company's liability to the Insured Claimant under the policy shall be reduced to the extent of the prejudice.

4. PROOF OF LOSS

In the event the Company is unable to determine the amount of loss or damage, the Company may, at its option, require as a condition of payment that the Insured Claimant furnish a signed proof of loss. The proof of loss must describe the defect, lien, encumbrance, or other matter insured against by this policy that constitutes the basis of loss or damage and shall state, to the extent possible, the basis of calculating the amount of the loss or damage.

5. DEFENSE AND PROSECUTION OF ACTIONS

(a) Upon written request by the Insured, and subject to the options contained in Section 7 of these Conditions, the Company, at its own cost and without unreasonable delay, shall provide for the defense of an Insured in litigation in which any third party asserts a claim covered by this policy adverse to the Insured. This obligation is limited to only those stated causes of action alleging matters insured against by this policy. The Company shall have the right to select counsel of its choice (subject to the right of the Insured to object for reasonable cause) to represent the Insured as to those stated causes of action. It shall not be liable for and will not pay the fees of any other counsel. The Company will not pay any fees, costs, or expenses incurred by the Insured in the defense of those causes of action that allege matters not insured against by this policy.

(b) The Company shall have the right, in addition to the options contained in Section 7 of these Conditions, at its own cost, to institute and prosecute any action or proceeding or to do any other act that in its opinion may be necessary or desirable to establish the Title, as insured, or to prevent or reduce loss or damage to the Insured. The Company may take any appropriate action under the terms of this policy, whether or not it shall be liable to the Insured. The exercise of these rights shall not be an admission of liability or waiver of any provision of this policy. If the Company exercises its rights under this subsection, it must do so diligently.

(c) Whenever the Company brings an action or asserts a defense as required or permitted by this policy, the Company may pursue the litigation to a final determination by a court of competent jurisdiction, and it expressly reserves the right, in its sole discretion, to appeal any adverse judgment or order.

6. DUTY OF INSURED CLAIMANT TO COOPERATE

(a) In all cases where this policy permits or requires the Company to prosecute or provide for the defense of any action or proceeding and any appeals, the Insured shall secure to the Company the right to so prosecute or provide defense in the action or proceeding, including the right to use, at its option, the name of the Insured for this purpose. Whenever requested by the Company, the Insured, at the Company's expense, shall give the

Company all reasonable aid (i) in securing evidence, obtaining witnesses, prosecuting or defending the action or proceeding, or effecting settlement, and (ii) in any other lawful act that in the opinion of the Company may be necessary or desirable to establish the Title or any other matter as insured. If the Company is prejudiced by the failure of the Insured to furnish the required cooperation, the Company's obligations to the Insured under the policy shall terminate, including any liability or obligation to defend, prosecute, or continue any litigation, with regard to the matter or matters requiring such cooperation.

(b) The Company may reasonably require the Insured Claimant to submit to examination under oath by any authorized representative of the Company and to produce for examination, inspection, and copying, at such reasonable times and places as may be designated by the authorized representative of the Company, all records, in whatever medium maintained, including books, ledgers, checks, memoranda, correspondence, reports, e-mails, disks, tapes, and videos whether bearing a date before or after Date of Policy, that reasonably pertain to the loss or damage. Further, if requested by any authorized representative of the Company, the Insured Claimant shall grant its permission, in writing, for any authorized representative of the Company to examine, inspect, and copy all of these records in the custody or control of a third party that reasonably pertain to the loss or damage. All information designated as confidential by the Insured Claimant provided to the Company pursuant to this Section shall not be disclosed to others unless, in the reasonable judgment of the Company, it is necessary in the administration of the claim. Failure of the Insured Claimant to submit for examination under oath, produce any reasonably requested information, or grant permission to secure reasonably necessary information from third parties as required in this subsection, unless prohibited by law or governmental regulation, shall terminate any liability of the Company under this policy as to that claim.

7. OPTIONS TO PAY OR OTHERWISE SETTLE CLAIMS; TERMINATION OF LIABILITY

In case of a claim under this policy, the Company shall have the following additional options:

(a) To Pay or Tender Payment of the Amount of Insurance. To pay or tender payment of the Amount of Insurance under this policy together with any costs, attorneys' fees, and expenses incurred by the Insured Claimant that were authorized by the Company up to the time of payment or tender of payment and that the Company is obligated to pay. Upon the exercise by the Company of this option, all liability and obligations of the Company to the Insured under this policy, other than to make the payment required in this subsection, shall terminate, including any liability or obligation to defend, prosecute, or continue any litigation.

(b) To Pay or Otherwise Settle With Parties Other Than the Insured or With the Insured Claimant.

(i) to pay or otherwise settle with other parties for or in the name of an Insured Claimant any claim insured against under this policy. In addition, the Company will pay any costs, attorneys' fees, and expenses incurred by the Insured Claimant that were authorized by the Company up to the time of payment and that the Company is obligated to pay; or

(ii) to pay or otherwise settle with the Insured Claimant the loss or damage provided for under this policy, together with any costs, attorneys' fees, and expenses incurred by the Insured Claimant that were authorized by the Company up to the time of payment and that the Company is obligated to pay.

Upon the exercise by the Company of either of the options provided for in subsections (b)(i) or (ii), the Company's obligations to the Insured under this policy for the claimed loss or damage, other than the payments required to be made, shall terminate, including any liability or obligation to defend, prosecute, or continue any litigation.



CONDITIONS (Continued)

8. DETERMINATION AND EXTENT OF LIABILITY

This policy is a contract of indemnity against actual monetary loss or damage sustained or incurred by the Insured Claimant who has suffered loss or damage by reason of matters insured against by this policy.

- (a) The extent of liability of the Company for loss or damage under this policy shall not exceed the lesser of
 - (i) the Amount of Insurance; or
 - (ii) the difference between the value of the Title as insured and the value of the Title subject to the risk insured against by this policy.
- (b) If the Company pursues its rights under Section 5 of these Conditions and is unsuccessful in establishing the Title, as insured,
 - (i) the Amount of Insurance shall be increased by 10%, and
 - (ii) the Insured Claimant shall have the right to have the loss or damage determined either as of the date the claim was made by the Insured Claimant or as of the date it is settled and paid.
- (c) In addition to the extent of liability under (a) and (b), the Company will also pay those costs, attorneys' fees, and expenses incurred in accordance with Sections 5 and 7 of these Conditions.

9. LIMITATION OF LIABILITY

- (a) If the Company establishes the Title, or removes the alleged defect, lien, or encumbrance, or cures the lack of a right of access to or from the Land, or cures the claim of Unmarketable Title, all as insured, in a reasonably diligent manner by any method, including litigation and the completion of any appeals, it shall have fully performed its obligations with respect to that matter and shall not be liable for any loss or damage caused to the Insured.
- (b) In the event of any litigation, including litigation by the Company or with the Company's consent, the Company shall have no liability for loss or damage until there has been a final determination by a court of competent jurisdiction, and disposition of all appeals, adverse to the Title, as insured.
- (c) The Company shall not be liable for loss or damage to the Insured for liability voluntarily assumed by the Insured in settling any claim or suit without the prior written consent of the Company.

10. REDUCTION OF INSURANCE; REDUCTION OR TERMINATION OF LIABILITY

All payments under this policy, except payments made for costs, attorneys' fees, and expenses, shall reduce the Amount of Insurance by the amount of the payment.

11. LIABILITY NONCUMULATIVE

The Amount of Insurance shall be reduced by any amount the Company pays under any policy insuring a Mortgage to which exception is taken in Schedule B or to which the Insured has agreed, assumed, or taken subject, or which is executed by an Insured after Date of Policy and which is a charge or lien on the Title, and the amount so paid shall be deemed a payment to the Insured under this policy.

12. PAYMENT OF LOSS

When liability and the extent of loss or damage have been definitely fixed in accordance with these Conditions, the payment shall be made within 30 days.

13. RIGHTS OF RECOVERY UPON PAYMENT OR SETTLEMENT

- (a) Whenever the Company shall have settled and paid a claim under this policy, it shall be subrogated and entitled to the rights of the Insured Claimant in the Title and all other rights and remedies in respect to the claim that the Insured Claimant has against any person or property, to the extent of the amount of any loss, costs, attorneys' fees, and expenses paid by the Company. If requested by the Company, the Insured Claimant shall execute documents to evidence the transfer to the Company of these rights and remedies. The Insured Claimant shall permit the Company to sue, compromise, or settle in the name of the Insured Claimant and to use the name of the Insured Claimant in any transaction or litigation involving these rights and remedies.

If a payment on account of a claim does not fully cover the loss of the Insured Claimant, the Company shall defer the exercise of its right to recover until after the Insured Claimant shall have recovered its loss.

- (b) The Company's right of subrogation includes the rights of the Insured to indemnities, guaranties, other policies of insurance, or bonds, notwithstanding any terms or conditions contained in those instruments that address subrogation rights.

14. ARBITRATION

Either the Company or the Insured may demand that the claim or controversy shall be submitted to arbitration pursuant to the Title Insurance Arbitration Rules of the American Land Title Association ("Rules"). Except as provided in the Rules, there shall be no joinder or consolidation with claims or controversies of other persons. Arbitrable matters may include, but are not limited to, any controversy or claim between the Company and the Insured arising out of or relating to this policy, any service in connection with its issuance or the breach of a policy provision, or to any other controversy or claim arising out of the transaction giving rise to this policy. All arbitrable matters when the Amount of Insurance is \$2,000,000 or less shall be arbitrated at the option of either the Company or the Insured. All arbitrable matters when the Amount of Insurance is in excess of \$2,000,000 shall be arbitrated only when agreed to by both the Company and the Insured. Arbitration pursuant to this policy and under the Rules shall be binding upon the parties. Judgment upon the award rendered by the Arbitrator(s) may be entered in any court of competent jurisdiction.

15. LIABILITY LIMITED TO THIS POLICY; POLICY ENTIRE CONTRACT

- (a) This policy together with all endorsements, if any, attached to it by the Company is the entire policy and contract between the Insured and the Company. In interpreting any provision of this policy, this policy shall be construed as a whole.
- (b) Any claim of loss or damage that arises out of the status of the Title or by any action asserting such claim shall be restricted to this policy.
- (c) Any amendment of or endorsement to this policy must be in writing and authenticated by an authorized person, or expressly incorporated by Schedule A of this policy.
- (d) Each endorsement to this policy issued at any time is made a part of this policy and is subject to all of its terms and provisions. Except as the endorsement expressly states, it does not (i) modify any of the terms and provisions of the policy, (ii) modify any prior endorsement, (iii) extend the Date of Policy, or (iv) increase the Amount of Insurance.

16. SEVERABILITY

In the event any provision of this policy, in whole or in part, is held invalid or unenforceable under applicable law, the policy shall be deemed not to include that provision or such part held to be invalid, but all other provisions shall remain in full force and effect.

17. CHOICE OF LAW; FORUM

- (a) Choice of Law: The Insured acknowledges the Company has underwritten the risks covered by this policy and determined the premium charged therefor in reliance upon the law affecting interests in real property and applicable to the interpretation, rights, remedies, or enforcement of policies of title insurance of the jurisdiction where the Land is located.

Therefore, the court or an arbitrator shall apply the law of the jurisdiction where the Land is located to determine the validity of claims against the Title that are adverse to the Insured and to interpret and enforce the terms of this policy. In neither case shall the court or arbitrator apply its conflicts of law principles to determine the applicable law.

- (b) Choice of Forum: Any litigation or other proceeding brought by the Insured against the Company must be filed only in a state or federal court within the United States of America or its territories having appropriate jurisdiction.

18. NOTICES, WHERE SENT

Any notice of claim and any other notice or statement in writing required to be given to the Company under this policy must be given to the Company at Claims Department at P.O. Box 2029, Houston, TX 77252-2029.



SCHEDULE A

**Name and Address of
Title Insurance Company:**

Stewart Title Guaranty Company
P.O. Box 2029, Houston, TX 77252

File No.: 186579

Policy No.: O-0000-929236288

Address Reference: XXX Fawn Lake Road, Crosslake, MN 56442
(For Company Reference Purposes Only)

Amount of Insurance: \$169,200.00

Premium: \$580.00

Date of Policy: June 01, 2018 at 3:47 PM

1. Name of Insured:

Cynthia L. Holden

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

Rights of contract purchaser(s) in the Contract for Deed dated May 30, 2018 executed by and between American National Bank of Minnesota, seller and Cynthia L. Holden, a single person, purchaser, filed in Crow Wing County, as Document No. 904157, on June 01, 2018.

3. Title is vested in:

American National Bank of Minnesota, subject to the Vendees interest in the Contract for Deed dated May 30, 2018, filed June 01, 2018 as Document No. 904157 in the name of Cynthia L. Holden, a single person.

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

South Half of the Northwest Quarter of the Southwest Quarter (S1/2NW1/4SW1/4), Section Thirty-two (32), Township One Hundred Thirty-seven (137), Range Twenty-seven (27).

AND

The Southwest Quarter of the Southwest Quarter, Section Thirty-two (32), Township One Hundred Thirty-seven (137), Range Twenty-seven (27), LESS Parcel 42, Crow Wing County Right of Way Plat No. 6, said parcel being out of and part of the SW1/4SW1/4 and described in Document No. 705544.

Crow Wing County, Minnesota

SCHEDULE B

File No.: 186579

Policy No.: O-0000-929236288

EXCEPTIONS FROM COVERAGE

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

1. Rights or claims of parties in possession, not shown by the public records.
2. Easements or claims of easements or other boundary or location disputes, not shown by the public records.
3. Any discrepancies, conflicts, or shortages in area or boundary lines, or any encroachments, or any overlapping of improvements, including roadways, which a correct survey would show.
4. Any lien, or right to a lien, for services, labor, or material hereto or hereafter furnished, imposed by law and not shown by the public records.
5. Taxes or special assessments which are not shown as existing liens by the public records.
6. No coverage is given for unpaid utility and water bills, if any, which are not a lien on the subject property.
7. Lack of right of access to and from the land. The Company requires satisfactory evidence of a right of access. The Company may then make additional requirements or exceptions.
8. Liens or deferred charges not shown on the tax roll, for installations and connection of water and sewer laterals, mains and service pipes.
9. Rights of others thereto entitled in and to the continued uninterrupted flow of water through ditches crossing insured premises or along the boundary line, if any.
10. Minerals of whatsoever kind, subsurface and surface substances, including but not limited to coal, lignite, oil, gas, uranium, clay, rock, sand and gravel in, on, under and that may be produced from the Land, together with all rights, privileges, and immunities relating thereto, whether or not appearing in the Public Records or listed in Schedule B. The Company makes no representation as to the present ownership of any such interests. There may be leases, grants, exceptions or reservations of interests that are not listed.
11. Terms, provisions, conditions, and limitations contained in the Contract for Deed entered into by American National Bank of Minnesota, seller, and Cynthia L. Holden, a single person, purchaser(s), dated May 30, 2018 and filed June 1, 2018 as Document No. 904157.
12. Any loss or damage occasioned by a rejection of the contract referred to on Schedule A hereof, pursuant to the provisions of the Bankruptcy Act.
13. Northern Minnesota Power Association Right-of-Way Easement as conveyed in Book 308 of Deeds page 231.
14. City Street Right-of-Way along the South boundary of the Southeast Quarter of the Southwest Quarter of Section 32, Township 137, Range 27 in use and occupied.
15. Roadway Right-of-Way for ingress and egress over the West 66 feet of the Southeast Quarter of the Southwest Quarter, Section 32, Township 137, Range 27, as conveyed in Document No. 431250 and 435900.
16. Variance Order dated October 10, 2000 filed December 21, 2000 as Document No. 579033.

SCHEDULE B

17. Perpetual Highway and Utility Right-of-Way Easement dated March 24, 2007 filed April 10, 2007 as Document No. 727720.
18. Terms of the Resolution No. PZ-2008-027, filed December 5, 2008 as Document No. 756697.
19. Crow Wing County Highway Right-of-Way as conveyed in Book 150 of Deeds page 167.
20. Right of Way Easement in favor of Crow Wing Cooperative as Document No. 471860.
21. Right of Way Easement in favor of Crow Wing Cooperative Power and Light Company dated May 28, 1998 filed December 23, 1998 as Document No. 541436.
22. Terms of The Zoning Adjustment Resolution No. PZ-2008-016 filed September 5, 2008 as Document No. 753049.
23. Easements, covenants, restrictions and reservations of record.

End of Exceptions

FAWN LAKE PARK

KNOW ALL PERSONS BY THESE PRESENTS: That Cynthia L. Holden, a single person, owner and proprietor of the following described property situated in the County of Crow Wing, State of Minnesota, to-wit:

The Southwest Quarter of the Southwest Quarter, Section Thirty-two (32), Township One Hundred Thirty-seven (137), Range Twenty-seven (27), LESS Parcel 42, Crow Wing County Right of Way Plat No. 6, said parcel being out of and part of the SW1/4SW1/4 and described in Document No. 702544, Crow Wing County, Minnesota

Have caused the same to be surveyed and platted as FAWN LAKE PARK and does hereby dedicate to the public for public use the drainage and utility easement as created by this plat.

In witness whereof said Cynthia L. Holden, a single person, has hereunto set her hand this _____ day of _____, 20____.

FEE OWNER:

Cynthia L. Holden
STATE OF MINNESOTA
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by Cynthia L. Holden.

(Notary Signature)
NOTARY PUBLIC
MY COMMISSION EXPIRES _____

(Notary Printed Name)
COUNTY, STATE OF _____

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

Dated this _____ day of _____, 20____.

Patrick A. Trotter, Licensed Land Surveyor
Minnesota License Number 41002
STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20____, by Patrick A. Trotter, Minnesota Licensed Land Surveyor.

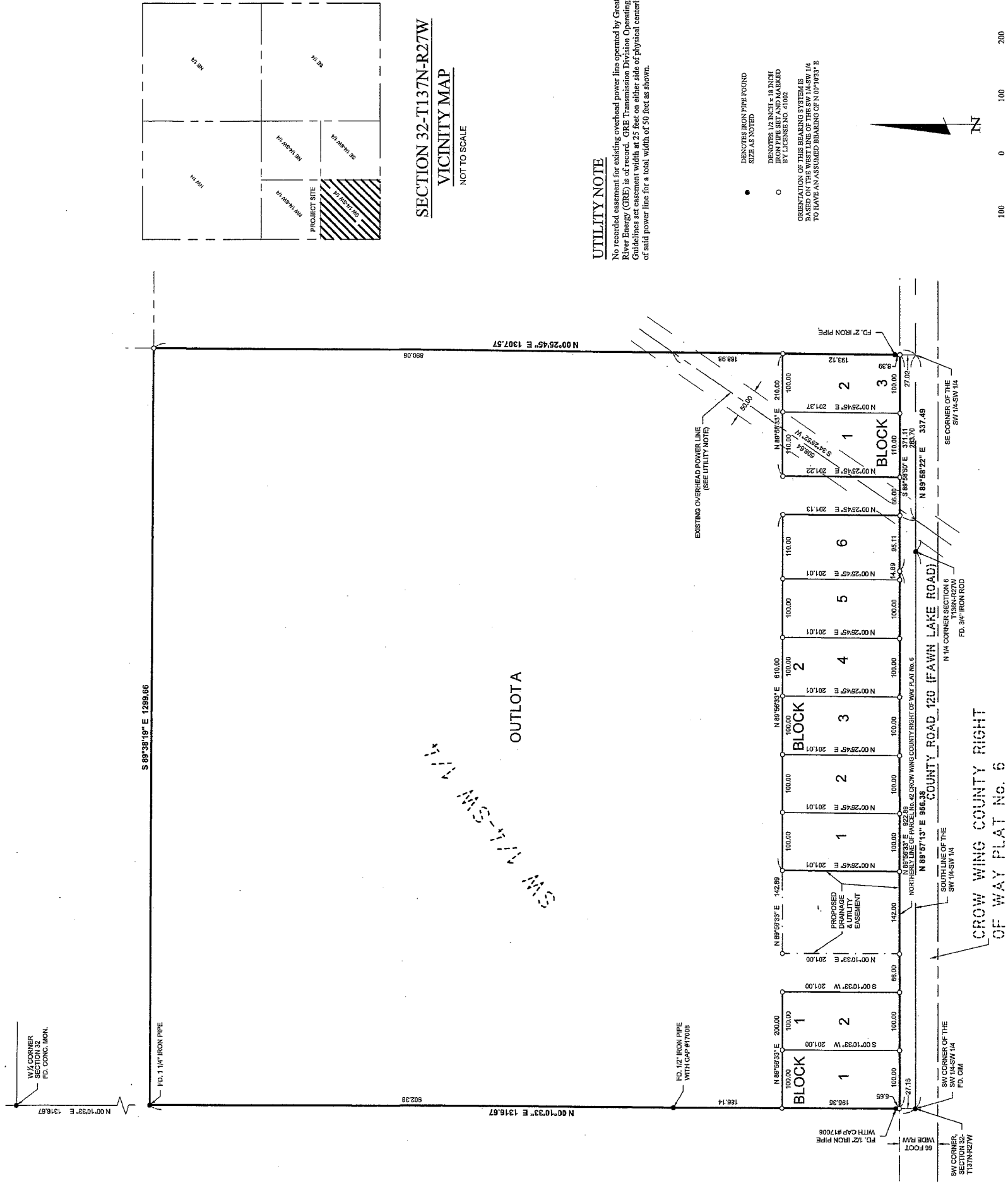
(Notary Signature)
NOTARY PUBLIC
MY COMMISSION EXPIRES _____

(Notary Printed Name)
COUNTY, STATE OF MINNESOTA

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

Gary Griffin, Auditor-Treasurer for Crow Wing County, Minnesota
City Council, City of Crosslake, Minnesota
This plat of FAWN LAKE PARK was approved and accepted by the City Council of the City of Crosslake, Minnesota at a regular meeting thereof held this _____ day of _____, 20____, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.
City Council, City of Crosslake, Minnesota

By _____, David Nevin, Mayor
By _____, Mike Lyons, City Administrator/Treasurer



G.3.a.

Staff Report - Crosslake Parks, Recreation and Library

Date: May 13th, 2019

To: Crosslake City Council

From: TJ Graumann, Director of Parks, Recreation & Library

1. New Phone System

- Requesting to reallocate money within both Capital Budgets to purchase a new phone system for the Parks Department and Library.

Council Motion/Action

2. Natural Gas Line Update

- Option 1: Install both services and meters, one to garden shed, and one to maintenance shed would be approximately \$9,000.
- Option 2: Run gas main to garden garage for \$1,600 then contract it out to finish pulling the line to the maintenance shop for an additional \$1,600. The City would be liable for the stretch of line running from the garden garage to the maintenance shop.

Council Motion/Action

3. Weight Room Weight Plates

- Request to mark our set of old weight plates as surplus

Council Motion/Action

Notable Updates:

Library Book Sale

Day of Caring

Picnic Pavilion Bathrooms

Dog Park



G.4.a.

May 8, 2019

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

Baxter/Brainerd
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
Parking/Pedestrian Route Study – Crosslake Downtown Commercial (DC) District Area

Dear Mayor and Council Members:

This 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 Crosslake DC District. As a goal of the community, projects will continue to be proposed and constructed in this area, and the development of a pedestrian-oriented district will become more of a reality. It is recommended the City take inventory of completed parking areas, walkways, gaps, and connections to plan for future parking needs and pedestrian routes. Common parking areas, trails and sidewalks have been constructed with each new development in this area. Routes originating from parking areas to destinations such as area businesses, Crosslake School, Corps Campground, National Loon Center, area hotels and living centers will need to be planned to provide continuity, efficiency, and safety. Planning will benefit from input from area business and property owners, Chamber of Commerce, Crow Wing County, City Council, and the US Army Corps of Engineers. The study area is identified in Attachment 1.

The goals of this planning effort are as follows:

- Identify existing and potential parking locations and capacities in and around the district for current and future needs
- Identify improved safe corridors for pedestrian movement
- Identify additional walking opportunities for tourists and residents
- Identify pedestrian routes to businesses that will stimulate economic development
- Identify recommended street/highway 'No-Parking' zones and pedestrian crossing locations
- Identify the type and location of recommended improvements and estimated costs

Scope of Work (Tasks)

1. Inventory existing parking areas, pedestrian routes, walkways and trails, and vacant parcels for future parking to prepare a base map for reference.
2. Conduct a preliminary (kick-off) meeting with City, County, USACE, NLCF and Chamber representation. Review the goals and objectives of the study, the information needed from each entity, and information to be collected as part of the study. Review the study timeline.
3. Collect available property boundary and right-of-way information, natural and man-made constraints, parking area information and locations, destinations (businesses, institutional and public places, residential structures), and observed pedestrian routes and street crossings.
4. Conduct an open house/work session to review information gathered, obtain input from business and property owners, and discuss questions and concerns.
5. Prepare a preliminary map identifying recommended improvements.



Parking/Pedestrian Route Study
May 8, 2019
Page 2 of 3

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

218.829.5117 
218.829.2517 
Brainerd@wsn.us.com 
WidsethSmithNolting.com

6. Conduct a final work session meeting with City, County, USACE, NLCF and Chamber staff to discuss recommended improvements, finalize the area map and discuss the timeline for implementation.
7. Conduct a public hearing to present the results of the study and final map; receive public comment.

Deliverables

The final report will consolidate and summarize the study process, purpose, public involvement, plan development, oversight, and recommendations to achieve the goals of this planning effort. A final map will be the prominent feature within the final document. Two copies (each) of the final report and map will be submitted to the City, County, USACE, NLCF and Chamber.

Project Oversight

The study is commissioned by the City of Crosslake. Crow Wing County, USACE, NLCF and Chamber representatives will assist in the review of deliverables and recommendations.

Project Budget and Schedule

The City of Crosslake, Crow Wing County and NLCF will share the cost of the study equally. The budget is \$18,000. The completion schedule, based on approval of this agreement by the City of Crosslake, Crow Wing County and NLCF on May 13, 2019, is as follows:

- Task 1 – May 31, 2019
- Task 2 – June 3, 2019
- Task 3 – July 19, 2019
- Task 4 – July 26, 2019
- Task 5 – August 9, 2019
- Task 6 – August 16, 2019
- Task 7 – August 30, 2019



Parking/Pedestrian Route Study
May 8, 2019
Page 3 of 3

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The WSN fees proposed to complete the professional services outlined in this proposal total \$18,000. 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

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

Accepted by the 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. Payments will be made by the City monthly in accordance with the terms on the attached fee schedule.

David Nevin, Mayor

Date

Mike Lyonais, City Administrator

Date

Accepted by Crow Wing County: The above proposal is satisfactory and WSN is authorized to do the work as described and in accordance with the attached General Conditions.

Tim Bray, P.E. County Engineer

Date

Accepted by the National Loon Center Foundation: The above proposal is satisfactory and WSN is authorized to do the work as described and in accordance with the attached General Conditions.

Jim Anderson, President

Date

General Provisions of Professional Services Agreement

These General Provisions are intended to be used in conjunction with a letter-type Agreement or a Request for Services between Widseth Smith Nolting, a Minnesota Corporation, hereinafter referred to as WSN, and a CLIENT, wherein the CLIENT engages WSN to provide certain Architectural, and/or Engineering services on a Project.

As used herein, the term "this Agreement" refers to (1) the WSN Proposal Letter which becomes the Letter Agreement upon its acceptance by the Client, (2) these General Provisions and (3) any attached Exhibits, as if they were part of one and the same document. With respect to the order of precedence, any attached Exhibits shall govern over these General Provisions, and the Letter Agreement shall govern over any attached Exhibits and these General Provisions. These documents supersede all prior communications and constitute the entire Agreement between the parties. Amendments to this Agreement must be in writing and signed by both CLIENT and WSN.

ARTICLE 1. PERIOD OF SERVICE

The term of this Agreement for the performance of services hereunder shall be as set forth in the Letter Agreement. In this regard, any lump sum or estimated maximum payment amounts set forth in the Letter Agreement have been established in anticipation of an orderly and continuous progress of the Project in accordance with the schedule set forth in the Letter Agreement or any Exhibits attached thereto. WSN shall be entitled to an equitable adjustment to its fee should there be an interruption of services, or amendment to the schedule.

ARTICLE 2. SCOPE OF SERVICES

The scope of services covered by this Agreement shall be as set forth in the Letter Agreement or a Request for Services. Such scope of services shall be adequately described in order that both the CLIENT and WSN have an understanding of the expected work to be performed.

If WSN is of the opinion that any work they have been directed to perform is beyond the Scope of this Agreement, or that the level of effort required significantly exceeds that estimated due to changed conditions and thereby constitutes extra work, they shall notify the CLIENT of that fact. Extra work, additional compensation for same, and extension of time for completion shall be covered by a revision to the Letter Agreement or Request for Services and entered into by both parties.

ARTICLE 3. COMPENSATION TO WSN

A. Compensation to WSN for services described in this Agreement shall be on a Lump Sum basis, Percentage of Construction, and/or Hourly Rate basis as designated in the Letter Agreement and as hereinafter described.

1. A Lump Sum method of payment for WSN's services shall apply to all or parts of a work scope where WSN's tasks can be readily defined and/or where the level of effort required to accomplish such tasks can be estimated with a reasonable degree of accuracy. The CLIENT shall make monthly payments to WSN within 30 days of date of invoice based on an estimated percentage of completion of WSN's services.
2. A Percentage of Construction or an Hourly Rate method of payment of WSN's services shall apply to all or parts of a work scope where WSN's tasks cannot be readily defined and/or where the level of effort required to accomplish such tasks cannot be estimated with any reasonable degree of accuracy. Under an Hourly Rate method of payment, WSN shall be paid for the actual hours worked on the Project by WSN technical personnel times an hourly billing rate established for each employee. Hourly billing rates shall include compensation for all salary costs, payroll burden, general, and administrative overhead and professional fee. In a Percentage of Construction method of payment, final compensation will be based on actual bids if the project is bid and WSN's estimate to the CLIENT if the project is not bid. A rate schedule shall be furnished by WSN to CLIENT upon which to base periodic payments to WSN.
3. In addition to the foregoing, WSN shall be reimbursed for items and services as set forth in the Letter Agreement or Fee Schedule and the following Direct Expenses when incurred in the performance of the work:
 - (a) Travel and subsistence.
 - (b) Specialized computer services or programs.
 - (c) Outside professional and technical services with cost defined as the amount billed WSN.
 - (d) Identifiable reproduction and reprographic costs.
 - (e) Other expenses for items such as permit application fees, license fees, or other additional items and services whether or not specifically identified in the Letter Agreement or Fee Schedule.
4. The CLIENT shall make monthly payments to WSN within 30 days of date of invoice based on computations made in accordance with the above charges for services provided and expenses incurred to date, accompanied by supporting evidence as available.

B. The CLIENT will pay the balance stated on the invoice unless CLIENT notifies WSN in writing of the particular item that is alleged to be incorrect within 15 days from the date of invoice, in which case, only the disputed item will remain undue until resolved by the parties. All accounts unpaid after 30 days from the date of original invoice shall be subject to a service charge of 1 % per month, or the maximum amount authorized by law, whichever is less. WSN shall be entitled to recover all reasonable costs and disbursements, including reasonable attorneys fees, incurred in connection with collecting amount owed by CLIENT. In addition, WSN may, after giving seven days written notice to the CLIENT, suspend services and withhold deliverables under this Agreement until WSN has been paid in full for all amounts then due for services, expenses and charges. CLIENT agrees that WSN shall not be responsible for any claim for delay or other consequential damages arising from suspension of services hereunder. Upon payment in full by Client and WSN's resumption of services, the time for performance of WSN's services shall be equitably adjusted to account for the period of suspension and other reasonable time necessary to resume performance.



ARTICLE 4. ABANDONMENT, CHANGE OF PLAN AND TERMINATION

Either Party has the right to terminate this Agreement upon seven days written notice. In addition, the CLIENT may at any time, reduce the scope of this Agreement. Such reduction in scope shall be set forth in a written notice from the CLIENT to WSN. In the event of unresolved dispute over change in scope or changed conditions, this Agreement may also be terminated upon seven days written notice as provided above.

In the event of termination, and upon payment in full for all work performed and expenses incurred to the date of termination, documents that are identified as deliverables under the Letter Agreement whether finished or unfinished shall be made available by WSN to the CLIENT pursuant to Article 5, and there shall be no further payment obligation of the CLIENT to WSN under this Agreement except for payment of an amount for WSN's anticipated profit on the value of the services not performed by WSN and computed in accordance with the provisions of Article 3 and the Letter Agreement.

In the event of a reduction in scope of the Project work, WSN shall be paid for the work performed and expenses incurred on the Project work thus reduced and for any completed and abandoned work, for which payment has not been made, computed in accordance with the provisions of Article 3 and the Letter Agreement.

ARTICLE 5. DISPOSITION OF PLANS, REPORTS AND OTHER DATA

All reports, plans, specifications, field data and notes and other documents, including all documents on electronic media, prepared by WSN or its consultants are Instruments of Service and shall remain the property of WSN or its consultants, respectively. WSN and its subconsultants retain all common law, statutory and other reserved rights, including, without limitation, copyright. WSN and its subconsultants maintain the right to determine if production will be made, and allowable format for production, of any electronic media or data to CLIENT or any third-party. Upon payment in full of monies due pursuant to the Agreement, WSN shall make hard copies available to the CLIENT, of all documents that are identified as deliverables under the Letter Agreement. If the documents have not been finished (including, but not limited to, completion of final quality control), then WSN shall have no liability for any claims expenses or damages that may arise out of items that could have been corrected during completion/quality control. Any Instruments of Service provided are not intended or represented to be suitable for reuse by the CLIENT or others on extensions of the Project or any other project. Any modification or reuse without written verification or adaptation by WSN for the specific purpose intended will be at CLIENT's sole risk and without liability or legal exposure to WSN. CLIENT shall indemnify, defend and hold harmless WSN from any and all suits or claims of third parties arising out of use of unfinished documents, or modification or reuse of finished documents, which is not specifically verified, adapted, or authorized in writing by WSN. This indemnity shall survive the termination of this Agreement.

Should WSN choose to deliver to CLIENT documents in electronic form, CLIENT acknowledges that differences may exist between any electronic files delivered and the printed hard-copy. Copies of documents that may be relied upon by CLIENT are limited to the printed hard-copies that are signed and/or sealed by WSN. Files in electronic form are only for convenience of CLIENT. Any conclusion or information obtained or derived from such electronic documents will be at user's sole risk. CLIENT acknowledges that the useful life of some forms of electronic media may be limited because of deterioration of the media or obsolescence of the computer hardware and/or software systems. Therefore, WSN makes no representation that such media will be fully usable beyond 30 days from date of delivery to CLIENT.

ARTICLE 6. CLIENT'S ACCEPTANCE BY PURCHASE ORDER OR OTHER MEANS

In lieu of or in addition to signing the acceptance blank on the Letter Agreement, the CLIENT may accept this Agreement by permitting WSN to commence work on the project or by issuing a purchase order signed by a duly authorized representative. Such purchase order shall incorporate by reference the terms and conditions of this Agreement. In the event of a conflict between the terms and conditions of this Agreement and those contained in the CLIENT's purchase order, the terms and conditions of this Agreement shall govern. Notwithstanding any purchase order provisions to the contrary, no warranties, express or implied, are made by WSN.

ARTICLE 7. CLIENT'S RESPONSIBILITIES

- A. To permit WSN to perform the services required hereunder, the CLIENT shall supply, in proper time and sequence, the following at no expense to WSN:
1. Provide all program, budget, or other necessary information regarding its requirements as necessary for orderly progress of the work.
 2. Designate in writing, a person to act as CLIENT's representative with respect to the services to be rendered under this Agreement. Such person shall have authority to transmit instructions, receive instructions, receive information, interpret and define CLIENT's policies with respect to WSN's services.
 3. Furnish, as required for performance of WSN's services (except to the extent provided otherwise in the Letter Agreement or any Exhibits attached hereto), data prepared by or services of others, including without limitation, core borings, probes and subsurface explorations, hydrographic and geohydrologic surveys, laboratory tests and inspections of samples, materials and equipment; appropriate professional interpretations of all of the foregoing; environmental assessment and impact statements; property, boundary easement, right-of-way, topographic and utility surveys; property descriptions; zoning, deed and other land use restriction; and other special data not covered in the Letter Agreement or any Exhibits attached hereto.
 4. Provide access to, and make all provisions for WSN to enter upon publicly or privately owned property as required to perform the work.
 5. Act as liaison with other agencies or involved parties to carry out necessary coordination and negotiations; furnish approvals and permits from all governmental authorities having jurisdiction over the Project and such approvals and consents from others as may be necessary for completion of the Project.
 6. Examine all reports, sketches, drawings, specifications and other documents prepared and presented by WSN, obtain advice of an attorney, insurance counselor or others as CLIENT deems necessary for such examination and render in writing, decisions pertaining thereto within a reasonable time so as not to delay the services of WSN.
 7. Give prompt written notice to WSN whenever CLIENT observes or otherwise becomes aware of any development that affects the scope of timing of WSN's services or any defect in the work of Construction Contractor(s), Consultants or WSN.
 8. Initiate action, where appropriate, to identify and investigate the nature and extent of asbestos and/or pollution in the Project and to abate and/or remove the same as may be required by federal, state or local statute, ordinance, code, rule, or regulation now existing or hereinafter enacted or amended. For purposes of this Agreement, "pollution" and "pollutant" shall mean any solid, liquid, gaseous or thermal irritant or contaminant, including smoke, vapor, soot, alkalis, chemicals and hazardous or toxic waste. Hazardous or toxic waste means any substance, waste pollutant or contaminant now or hereafter included within such terms under any federal, state or local statute, ordinance, code, rule or regulation now existing or hereinafter enacted or amended. Waste further includes materials to be recycled, reconditioned or reclaimed.
- If WSN encounters, or reasonably suspects that it has encountered, asbestos or pollution in the Project, WSN shall cease activity on the Project and promptly notify the CLIENT, who shall proceed as set forth above. Unless otherwise specifically provided in the Letter Agreement, the services to be provided by WSN do not include identification of asbestos or pollution, and WSN has no duty to identify or attempt to identify the same within the area of the Project.
- With respect to the foregoing, CLIENT acknowledges and agrees that WSN is not a user, handler, generator, operator, treater, storer, transporter or disposer of asbestos or pollution which may be encountered by WSN on the Project. It is further understood and agreed that services WSN will undertake for CLIENT may be uninsurable obligations involving the presence or potential presence of asbestos or pollution. Therefore, CLIENT agrees, except (1) such liability as may arise out of WSN's sole negligence in the performance of services under this Agreement or (2) to the extent of insurance coverage available for the claim, to hold harmless, indemnify and defend WSN and WSN's officers, subcontractor(s), employees and agents from and against any and all claims, lawsuits, damages, liability and costs, including, but not limited to, costs of defense, arising out of or in any way connected with the presence, discharge, release, or escape of asbestos or pollution. This indemnification is intended to apply only to existing conditions and not to conditions caused or created by WSN. This indemnification shall survive the termination of this Agreement.
9. Provide such accounting, independent cost estimating and insurance counseling services as may be required for the Project, such legal services as CLIENT may require or WSN may reasonably request with regard to legal issues pertaining to the Project including any that may be raised by Contractor(s), such auditing service as CLIENT may require to ascertain how or for what purpose any Contractor has used the moneys paid under the construction contract, and such inspection services as CLIENT may require to ascertain that Contractor(s) are complying with any law, rule, regulation, ordinance, code or order applicable to their furnishing and performing the work.

10. Provide "record" drawings and specifications for all existing physical features, structures, equipment, utilities, or facilities which are pertinent to the Project, to the extent available.
11. Provide other services, materials, or data as may be set forth in the Letter Agreement or any Exhibits attached hereto.

B. WSN may use any CLIENT provided information in performing its services. WSN shall be entitled to rely on the accuracy and completeness of information furnished by the CLIENT. If WSN finds that any information furnished by the CLIENT is in error or is inadequate for its purpose, WSN shall endeavor to notify the CLIENT. However, WSN shall not be held responsible for any errors or omissions that may arise as a result of erroneous or incomplete information provided by CLIENT.

ARTICLE 8. OPINIONS OF COST

Opinions of probable project cost, construction cost, financial evaluations, feasibility studies, economic analyses of alternate solutions and utilitarian considerations of operations and maintenance costs provided for in the Letter Agreement or any Exhibits attached hereto, are to be made on the basis of WSN's experience and qualifications and represent WSN's judgment as an experienced design professional. It is recognized, however, that WSN does not have control over the cost of labor, material, equipment or services furnished by others or over market conditions or contractors' methods of determining their prices, and that any evaluation of any facility to be constructed, or acquired, or work to be performed on the basis of WSN's cost opinions must, of necessity, be speculative until completion of construction or acquisition. Accordingly, WSN does not guarantee that proposals, bids or actual costs will not substantially vary from opinions, evaluations or studies submitted by WSN to CLIENT hereunder.

ARTICLE 9. CONSTRUCTION PHASE SERVICES

CLIENT acknowledges that it is customary for the architect or engineer who is responsible for the preparation and furnishing of Drawings and Specifications and other construction-related documents to be employed to provide professional services during the Bidding and Construction Phases of the Project, (1) to interpret and clarify the documentation so furnished and to modify the same as circumstances revealed during bidding and construction may dictate, (2) in connection with acceptance of substitute or equal items of materials and equipment proposed by bidders and Contractor(s), (3) in connection with approval of shop drawings and sample submittals, and (4) as a result of and in response to WSN's detecting in advance of performance of affected work inconsistencies or irregularities in such documentation. CLIENT agrees that if WSN is not employed to provide such professional services during the Bidding (if the work is put out for bids) and the Construction Phases of the Project, WSN will not be responsible for, and CLIENT shall indemnify and hold WSN, its officers, consultant(s), subcontractor(s), employees and agents harmless from, all claims, damages, losses and expenses including attorneys' fees arising out of, or resulting from, any interpretation, clarification, substitution acceptance, shop drawing or sample approval or modification of such documentation issued or carried out by CLIENT or others. Nothing contained in this paragraph shall be construed to release WSN, its officers, consultant(s), subcontractor(s), employees and agents from liability for failure to perform in accordance with professional standards any duty or responsibility which WSN has undertaken or assumed under this Agreement.

ARTICLE 10. REVIEW OF SHOP DRAWINGS AND SUBMITTALS

WSN may review and approve or take other appropriate action on the contractor's submittals or shop drawings for the limited purpose of checking for general conformance with information given and design concept expressed in the Contract Documents. Review and/or approval of submittals is not conducted for the purpose of determining accuracy and completeness of other details or for substantiating instructions for installation or performance of equipment or systems, all of which remain the exclusive responsibility of the contractor. WSN's review and/or approval shall not constitute approval of safety precautions, or any construction means, methods, techniques, sequences or procedures. WSN's approval of a specific item shall not indicate approval of an assembly of which the item is a component. WSN's review and/or approval shall not relieve contractor for any deviations from the requirements of the contract documents nor from the responsibility for errors or omissions on items such as sizes, dimensions, quantities, colors, or locations. Contractor shall remain solely responsible for compliance with any manufacturer requirements and recommendations.

ARTICLE 11. REVIEW OF PAY APPLICATIONS

If included in the scope of services, any review or certification of any pay applications, or certificates of completion shall be based upon WSN's observation of the Work and on the data comprising the contractor's application for payment, and shall indicate that to the best of WSN's knowledge, information and belief, the quantity and quality of the Work is in general conformance with the Contract Documents. The issuance of a certificate for payment or substantial completion is not a representation that WSN has made exhaustive or continuous inspections, reviewed construction means and methods, verified any back-up data provided by the contractor, or ascertained how or for what purpose the contractor has used money previously paid by CLIENT.

ARTICLE 12. REQUESTS FOR INFORMATION (RFI)

If included in the scope of services, WSN will provide, with reasonable promptness, written responses to requests from any contractor for clarification, interpretation or information on the requirements of the Contract Documents. If Contractor's RFI's are, in WSN's professional opinion, for information readily apparent from reasonable observation of field conditions or review of the Contract Documents, or are reasonably inferable therefrom, WSN shall be entitled to compensation for Additional Services for WSN's time in responding to such requests. CLIENT may wish to make the Contractor responsible to the CLIENT for all such charges for additional services as described in this article.

ARTICLE 13. CONSTRUCTION OBSERVATION

If included in the scope of services, WSN will make site visits as specified in the scope of services in order to observe the progress of the Work completed. Such site visits and observations are not intended to be an exhaustive check or detailed inspection, but rather are to allow WSN to become generally familiar with the Work. WSN shall keep CLIENT informed about the progress of the Work and shall advise the CLIENT about observed deficiencies in the Work. WSN shall not supervise, direct or have control over any Contractor's work, nor have any responsibility for the construction means, methods, techniques, sequences or procedures selected by the Contractor nor for the Contractor's safety precautions or programs in connection with the Work. These rights and responsibilities are solely those of the Contractor. WSN shall not be responsible for any acts or omissions of any Contractor and shall not be responsible for any Contractor's failure to perform the Work in accordance with the Contract Documents or any applicable laws, codes, regulations, or industry standards.

If construction observation services are not included in the scope of services, CLIENT assumes all responsibility for interpretation of the Contract Documents and for construction observation and the CLIENT waives any claims against WSN that are connected with the performance of such services.

ARTICLE 14. BETTERMENT

If, due to WSN's negligence, a required item or component of the Project is omitted from the construction documents, WSN shall not be responsible for paying the cost required to add such item or component to the extent that such item or component would have been required and included in the original construction documents. In no event, will WSN be responsible for any cost or expense that provides betterment or upgrades or enhances the value of the Project.

ARTICLE 15. CERTIFICATIONS, GUARANTEES AND WARRANTIES

WSN shall not be required to sign any documents, no matter by whom requested, that would result in WSN having to certify, guarantee or warrant the existence of conditions whose existence WSN cannot ascertain. CLIENT agrees not to make resolution of any dispute with WSN or payment of any amount due to WSN in any way contingent upon WSN signing such certification.

ARTICLE 16. CONTINGENCY FUND

CLIENT and WSN agree that certain increased costs and changes may be required because of possible omissions, ambiguities or inconsistencies in the plans and specifications prepared by WSN, and therefore, that the final construction cost of the Project may exceed the bids, contract amount or estimated construction cost. CLIENT agrees to set aside a reserve in the amount of 5% of the Project construct costs as a contingency to be used, as required, to pay for any such increased costs and changes. CLIENT further agrees to make no claim by way of direct or third-party action against WSN with respect to any increased costs within the contingency because of such changes or because of any claims made by any Contractor relating to such changes.

ARTICLE 17. INSURANCE

WSN shall procure and maintain insurance for protection from claims against it under workers' compensation acts, claims for damages because of bodily injury including personal injury, sickness or disease or death of any and all employees or of any person other than such employees, and from claims against it for damages because of injury to or destruction of property including loss of use resulting therefrom.

Also, WSN shall procure and maintain professional liability insurance for protection from claims arising out of performance of professional services caused by any negligent act, error, or omission for which WSN is legally liable.

Certificates of insurance will be provided to the CLIENT upon request.

ARTICLE 18. ASSIGNMENT

Neither Party to this Agreement shall transfer, sublet or assign any rights or duties under or interest in this Agreement, including but not limited to monies that are due or monies that may be due, without the prior written consent of the other party. Subcontracting to subconsultants, normally contemplated by WSN as a generally accepted business practice, shall not be considered an assignment for purposes of this Agreement.

ARTICLE 19. NO THIRD-PARTY BENEFICIARIES

Nothing contained in this Agreement shall create a contractual relationship or a cause of action by a third-party against either WSN or CLIENT. WSN's services pursuant to this Agreement are being performed solely for the CLIENT's benefit, and no other party or entity shall have any claim against WSN because of this Agreement.

ARTICLE 20. CORPORATE PROTECTION

It is intended by the parties to this Agreement that WSN's services in connection with the Project shall not subject WSN's individual employees, officers or directors to any personal legal exposure for the risks associated with this Project. Therefore, and notwithstanding anything to the contrary, CLIENT agrees that as the CLIENT's sole and exclusive remedy, any claim, demand or suit shall be directed and/or asserted only against WSN, a Minnesota corporation, and not against any of WSN's individual employees, officers or directors.

ARTICLE 21. CONTROLLING LAW

This Agreement is to be governed by the laws of the State of Minnesota.

ARTICLE 22. ASSIGNMENT OF RISK

In recognition of the relative risks and benefits of the project to both the CLIENT and WSN, the risks have been allocated such that the CLIENT agrees, to the fullest extent permitted by law, to limit the liability of WSN, employees of WSN and sub-consultants, to the CLIENT and to all construction contractors, subcontractors, agents and assigns on the project for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, so that total aggregate liability of WSN, employees of WSN and sub-consultants, to all those named shall not exceed \$10,000 or WSN's total fee received for services rendered on this project, whichever is greater. Such claims and causes include, but are not limited to negligence, professional errors or omissions, strict liability, breach of contract or warranty.

ARTICLE 23. NON-DISCRIMINATION

WSN will comply with the provisions of applicable federal, state and local statutes, ordinances and regulations pertaining to human rights and non-discrimination.

ARTICLE 24. SEVERABILITY

Any provision or portion thereof in this Agreement which is held to be void or unenforceable under any law shall be deemed stricken and all remaining provisions shall continue to be valid and binding between CLIENT and WSN. All limits of liability and indemnities contained in the Agreement shall survive the completion or termination of the Agreement.

ARTICLE 25. PRE-LIEN NOTICE

Pursuant to the Agreement WSN will be performing services in connection with improvements of real property and may contract with subconsultants or subcontractors as appropriate to furnish labor, skill and/or materials in the performance of the work. Accordingly, CLIENT is entitled under Minnesota law to the following Notice:

- (a) Any person or company supplying labor or materials for this improvement to your property may file a lien against your property if that person or company is not paid for its contributions.
- (b) Under Minnesota law, you have the right to pay persons who supplied labor or materials for this improvement directly and deduct this amount from our contract price, or withhold the amounts due from us until 120 days after completion of the improvement unless we give you a lien waiver signed by persons who supplied any labor or materials for the improvement and who gave you timely notice.

WIDSETH SMITH NOLTING



2019 FEE SCHEDULE

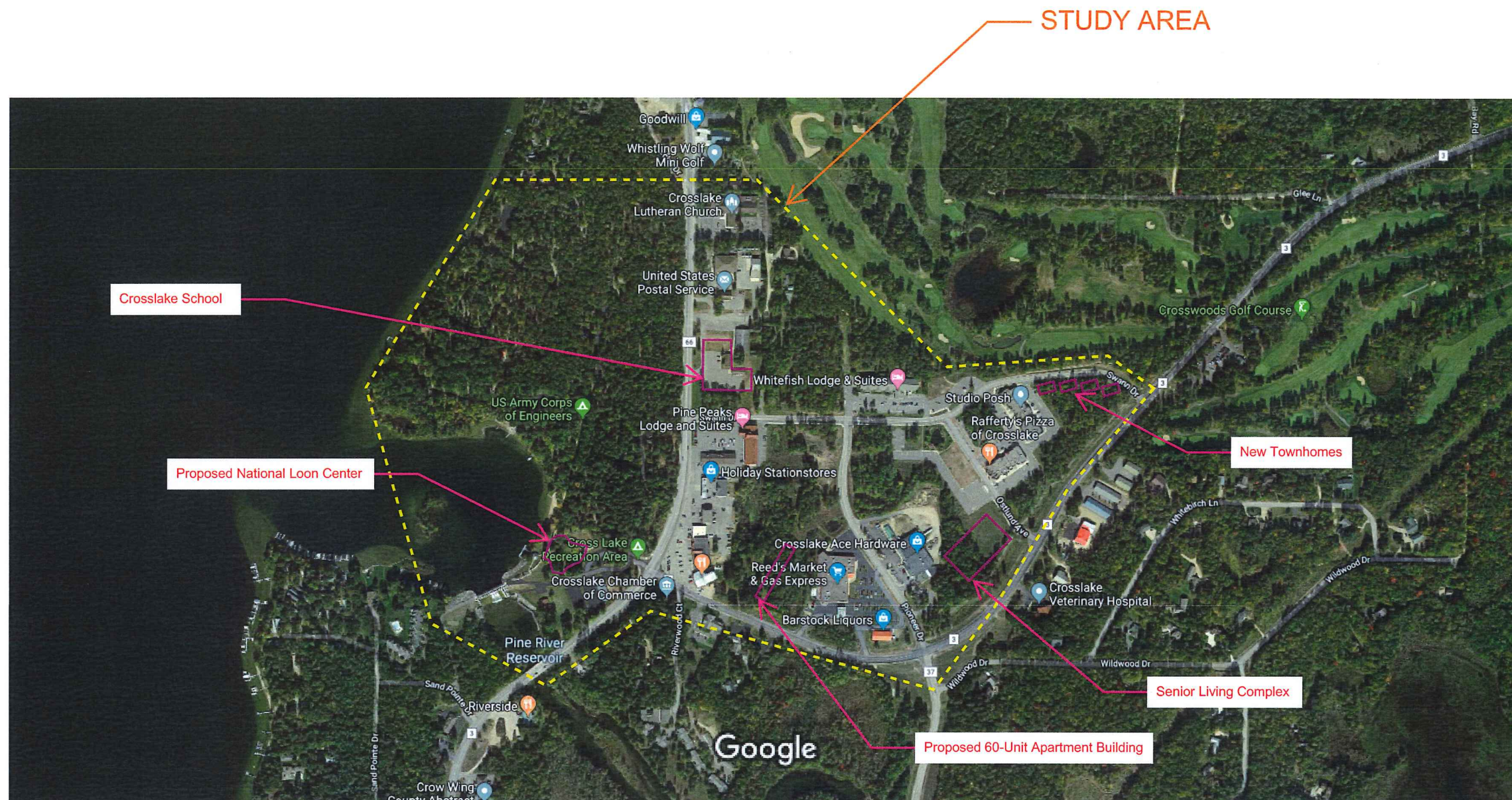
CLASSIFICATION	HOURLY RATE
<u>Engineer/Architect/Surveyor/Scientist/Wetland Specialist/Geographer</u>	
Level I	\$105.00
Level II	\$125.00
Level III	\$152.00
Level IV	\$165.00
Level V	\$180.00
<u>Technician</u>	
Level I	\$ 70.00
Level II	\$ 88.00
Level III	\$105.00
Level IV	\$120.00
Level V	\$132.00
Computer Systems Specialist	\$130.00
Senior Funding Specialist	\$120.00
Marketing Specialist	\$100.00
Funding Specialist	\$ 90.00
Administrative Assistant	\$ 63.00

OTHER EXPENSES	RATE
Mileage (Federal Standard Rate) 94¢/mi 55¢/mi 71¢/mi 47¢/mi 49¢/mi	
Meals/Lodging	Cost
Stakes & Expendable Materials	Cost
Waste Water Sampler	\$40.00/Day
ISCO Flow Recorder	\$60.00/Day
Photoionization Detection Meter	\$80.00/Day
Explosimeter	\$50.00/Day
Product Recovery Equipment	\$35.00/Day
Survey-Grade GPS (Global Positioning System)	\$75.00/Hour
Mapping GPS (Global Positioning System)	\$150.00/Day
ATV	\$100.00/Day
ATV w/ Tracks	\$200.00/Day
Soil Drilling Rig	\$35.00/Hour
Groundwater Sampling Equipment	\$75.00/Day
Subcontractors	Cost Plus 10%

Reproduction Costs	RATE
Black & White Copies: 8 1/2 x 11	\$0.10
Black & White Copies: 11 x 17	\$0.50
Black & White Copies: 24 x 36	\$3.00
Color Copies: 8 1/2 x 11	\$2.00
Color Copies: 11 x 17	\$4.00
Color Copies: 24 x 36	\$12.00
Color Plots: 42 x 48	\$22.00

These rates are effective for only the year indicated and are subject to yearly adjustments which reflect equitable changes in the various components.

ATTACHMENT 1
Crosslake Parking/Pedestrian Route Study



I.
1.

LIMITED USE AGREEMENT

THIS AGREEMENT made and entered into as the seventh day of May, 2019 by and between the City of Crosslake, a Minnesota municipal corporation ("City") and William P. Monroe, ("Owner").

WITNESSETH:

WHEREAS, Owner is the owner of the land legally described as follows:

The South 252.33 feet of the North 402.33 feet, as measured at right angles from the North line thereof, of that part of the West Half of the Southwest Quarter of Government Lot 1, Section 9, Township 137, Range 27, which lies Westerly of the Westerly right of way line of CSAH 66.

AND

The South 116.91 feet of the North 519.24 feet, as measured at right angles from the North line thereof, of that part of the West Half of the Southwest Quarter of Government Lot 1, Section 9, Township 137, Range 27, which lies Westerly of the Westerly right of way line of CSAH 66.

WHEREAS, Owner's parcel lies adjacent and easterly of the East Drive as depicted on the plat of Dezellar's East Shore attached hereto; and

WHEREAS, the only suitable place to access Cross Lake and place a dock is across the southerly tip of said East Drive as the remainder of Owner's lot to the South is impacted by a bluff; and

WHEREAS, the City is willing to allow these improvements to remain in its current location with conditions as set forth below.

NOW, THEREFORE, it is stipulated and agreed by and between the parties hereto as follows:

1. **Improvements and Area.** Owner will be allowed a license to continue to keep their private path/access to Cross Lake and dock in its current location. No expansion of the current improvements or any new structures may be placed within the public access.

2. **Maintenance.** Owner shall at all times keep and maintain this area in a good state of repair and agrees to indemnify and save harmless the City, its officers, agents and employees from any claim for personal injury, property damage or death occasioned by the location or maintenance of the encroachments on the City property. Owner also waives and releases the City from any claims which Owner may have against the City for damage to the encroachments resulting from activities conducted by the City on the City property except for such gross negligence or willful acts of the City (which proximately

cause damage to the improvements) for which the City would be (according to then applicable municipal or state laws) otherwise liable to similarly situated property owners. Nothing in this Agreement shall be construed as a waiver by the City of any immunity, defenses, or other limitations on liability to which the City is entitled by law, including but not limited to the minimum monetary amounts on liability established by Minnesota Statutes Chapter 466.

3. **Termination.** The City may terminate this Agreement upon 90 day notice. Owner hereby releases and waives any claim, which they may have for damages resulting from the termination of this Agreement including the value or cost of any improvements on City property. The Owner also indemnifies and holds the City harmless from any third party claims in the event of termination of this Agreement. Unless the Improvements are removed from the City Property during that period, the Improvements, which are located on City property, shall become the exclusive property of the City. The City may remove the Improvements and assess the cost in the form of a lien against the Owner's Property and may levy a special assessment in the manner provided by Minnesota Statutes Chapter 429. Owner acknowledges that the removal of the improvements from City Property shall constitute a benefit to the Owner's Property for the purposes of Minnesota Statutes Chapter 429. Owner hereby waives the right to object to the aforementioned special assessment pursuant to Minnesota Statutes Chapter 429.

4. **Successors and Assigns.** Subject to the termination provisions of this Agreement, this Agreement may be assigned to any successor or assignee of any or all of the Owner's or the City's interest in the Owner's Property or City Property, respectively.

5. **Recording.** Owner shall properly record this Agreement among the land records for the property described above and pay any staff costs to process this request.

IN TESTIMONY WHEREOF, the parties hereto have caused this Agreement to be executed as of the day and year first above written.

CITY OF CROSSLAKE

By _____
Its Mayor

By _____
Its City Clerk