

**AGENDA  
REGULAR COUNCIL MEETING  
CITY OF CROSSLAKE  
MONDAY, JANUARY 14, 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. ORGANIZATIONAL MEETING APPOINTMENTS**

1. Designate Acting Mayor – (Council Action-Motion)
2. Appointment of 2-Ex Officios to the Fire Relief Association (Mayor and City Administrator) (Council Action-Motion)
3. Approve Schedule of Regular Council Meetings – (2<sup>nd</sup> Monday of Month at 7:00 P.M.) (Council Action-Motion)
  - a. Change Date of November Council Meeting to Tuesday, November 12<sup>th</sup> Due to Observance of Veteran's Day (Council Action-Motion)
4. Appointment of Official Newspaper (Council Action-Motion)
  - a. Letter dated December 28, 2018 from Northland Press Re: 2019 Rates
  - b. Letter from Echo Publishing Re: 2019 Rates
5. Appointment of City Engineer (Council Action-Motion)
  - a. Letter dated December 14, 2018 from WSN
  - b. Letter dated December 27, 2018 from Bolton & Menk
6. Memo dated January 14, 2019 from Mayor Nevin Re: Commission Liaison Appointments (Council Action-Motion)
7. Memo dated January 10, 2019 from Mayor Nevin Re: Commission Appointments (Council Action-Motion)

**C. 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. Public Information Meeting Minutes of December 10, 2018
2. Regular Council Meeting Minutes of December 10, 2018
3. Special Council Meeting Minutes of December 19, 2018
4. City – Month End Revenue Report dated December 2018
5. City – Month End Expenditures Report dated December 2018
6. December 2018 Budget to Actual Analysis
7. Pledged Collateral Report dated December 31, 2018
8. Letter dated December 12, 2018 from League of MN Cities Regarding Insurance Dividends
9. Official Depositories – (Frandsen Bank, 4M Fund)
10. Designate Signatories on City Checking and Savings Accounts – (Mayor, Acting Mayor, City Administrator, and City Clerk)
11. Appointment of Legal Services
  - a. Civil (Breen & Person)

- b. Labor (Johnson, Killen & Seiler)
- c. Prosecuting (Crow Wing County)
- d. Bond Counsel (Briggs & Morgan)
- e. Bond Advisor (David Drown Associates)
- 12. Approve 2019 Mileage Reimbursement Rate (Current IRS Amount is \$0.58)
- 13. Approve Weed Inspector – (Mayor Nevin)
- 14. Approve Assistant Weed Inspector – (Ted Strand)
- 15. Police Report for Crosslake – December 2018
- 16. Police Report for Mission Township – December 2018
- 17. 2018 Annual Police Report for Crosslake
- 18. 2018 Annual Police Report for Mission Township
- 19. Fire Department Report – December 2018
- 20. North Ambulance Run Report – December 2018
- 21. Planning and Zoning Monthly Statistics
- 22. Planning and Zoning Commission Meeting Minutes of November 20, 2018
- 23. Planning and Zoning Commission Meeting Minutes of December 7, 2018
- 24. Crosslake Roll-Off Recycling Report for December 2018
- 25. Waste Partners Recycling Report for November 2018
- 26. Bills Paid from 12/11/18 to 12/31/18
- 27. Resolution Accepting Donations
- 28. Agreement for Professional Services With Brainerd Lakes Area Economic Development Corporation
- 29. Application for Group Transient Merchant Permit from Chamber for WinterFest, St. Patrick's Day, Light Up the Dam, and Crosslake Days
- 30. Application for Group Transient Merchant Permit from Mission of the Cross Lutheran Church for 2019 Flea Markets
- 31. Application for Outdoor Public Fireworks Display at WinterFest 2019
- 32. LG240B Application to Conduct Excluded Bingo from Knights of Columbus
- 33. Letter dated December 31, 2018 from Delta Dental Reporting No Premium Increase for 2019
- 34. Park Year end report
- 35. Bills for Approval

#### **D. CRITICAL ISSUES**

- 1. Northern MN Railroad Heritage Assn – Update on Reconstruction at Pineberry Plaza
- 2. Sheila Haverkamp – BLAEDC Presentation
- 3. Project Proposal for Outdoor Pickleball Courts

#### **E. 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.**

#### **F. MAYOR'S REPORT**

- 1. Approval to Form Water Quality Sewer Committee and Emergency Services Building Needs Committee (Council Action-Motion)
  - a. Goal to have Recommendations in Less than 6 Months



- b. Water Quality Committee to Meet 3<sup>rd</sup> Wednesday of Each Month at 8am at Community Center
- c. Some Building Committee Meetings will be Special Council Meetings because Council Wants to be Involved
- d. Memo dated January 10, 2019 from Mayor Nevin Re: Special Committee Appointments (Council Action-Motion)
- 2. Discuss Use of Skype at Council Meetings
- 3. Consider Approval of Payment for February Bills

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

- 1. Memo dated January 8, 2019 from Ted Strand Regarding Sale of Surplus Equipment (Council Action-Motion)
- 2. Memo dated January 14, 2019 from Mike Lyonais Re: Probationary Status of Recently Hired Staff (Council Action-Motion)
- 3. Update on Union and Staff Negotiations

#### **H. COMMISSION REPORTS**

- 1. PUBLIC SAFETY
  - a. Fire Department and Police Department Tours on Tuesday, January 22<sup>nd</sup> at 9AM and 6PM. **Citizens must sign up in advance.**
  - b. Five Bugles Design Government Center Facilities Study dated January 4, 2019
- 2. PLANNING AND ZONING
  - a. Preliminary and Final CIC Plat Approval of Sundance Ridge Homes on Crosslake (Council Action-Motion)
- 3. PUBLIC WORKS/SEWER/CEMETERY
  - a. Confirmation of Request for Engineering Services for Crow Wing County/City of Crosslake Water Retention System Pond at Manhattan Point Blvd and CSAH 66 (Council Action-Motion)

**I. 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.**

#### **J. CITY ATTORNEY REPORT**

#### **K. OLD BUSINESS**

#### **L. NEW BUSINESS**

#### **M. ADJOURN**



13833 Riverwood Lane, Suite 2. Crosslake 56442 • P.O. Box 145, Outing 56662  
Phone: 218.692.5842 | Fax: 218.692.5844 | [news@northlandpress.com](mailto:news@northlandpress.com) | [www.northlandpress.com](http://www.northlandpress.com)

December 28, 2018

To: Crosslake City Council  
Re: 2019 Legal Newspaper Designation

Dear Mayor and City Council,

I would like to take this opportunity to thank the City of Crosslake for designating the Northland Press as your legal newspaper in 2018. We would like to continue as your resource for legal publishing in 2019.

We remain a free publication delivered through the U.S. Mail to every postal customer in Crosslake every week. This ensures that each resident has the opportunity to view every legal/public notice as well as follow any city business as reported in the paper.

The rate for publishing legal and public notices in 2019 will remain at \$8.50 per column inch. All notices will be posted on our website as required by Minnesota Statute. The paper is for sale at several retail outlets in the lakes area for residents that do not have a post office box, or are seasonal. We also offer subscriptions for six months and one year.

Enclosed with this letter is a copy of our filing with the Minnesota Secretary of State and rate card.

Again, thank you for your consideration to continue as your official newspaper. Please direct any questions to me. I can be reached at 218-340-4162 (cell), or email at [paul@northlandpress.com](mailto:paul@northlandpress.com).

Sincerely,

Paul Boblett Owner/Editor Northland Press

# Northland PRESS

Crosslake Office: 13833 Riverwood Lane, Suite 2, Crosslake, MN 56442

Phone: 218.692.5842 • Fax: 218.692.5844

Outing Office: P.O. Box 145, Outing, MN 56662 • FAX: 218.792.5844

Email: news@northlandpress.com • website: www.northlandpress.com

**Frequency:** Weekly, Tuesday, U.S. Mail (50 weeks, 2019)      **First Publication:** April 5, 2005  
**Circulation:** Free Distribution with Total Market Saturation; Circulation Verification Council (CVC) Audit  
**Serving:** Breezy Point, Crosslake, Emily, Fifty Lakes, Jenkins, Manhattan Beach, Merrifield, Outing, Pequot Lakes, Pine River and surrounding townships.  
**Owners:** Joanne & Paul Boblett  
**Deadlines:** Display Advertising: Thursday by 12:00 pm; Classifieds: Friday by 11:00 am  
**Page Specs:** Broadsheet Format; Print Area: 11.75 inches wide by 20.5 inches tall; 6 Columns  
**Column Sizes:** 1 col. = 1.8" 2 col. = 3.79" 3 col. = 5.78" 4 col. = 7.77" 5 col. = 9.76" 6 col. = 11.75"  
**Office Hours:** Crosslake: Tuesday-Thursday 9 am - 4 pm, Friday 9 am - 12 noon; Outing: By appt. only

## Display Advertising Rates: (Deadline Thursday at 2:00 pm)

### Term And Volume Rate Discounts Available

• <b>Display Ads</b> - Open Rate	\$9.90 per Column inch
• <b>Political</b> - *Prepaid only	\$9.90 per Column inch
• <b>Classified Display</b> - Open Rate	\$9.90 Column inch
• <b>National Commissionable</b>	\$16.00 per Column inch
• <b>Legal Advertising</b>	Available on Request
* <b>Professional Directory</b>	Available on Request

**Process Color: \$100** - Some discounts are available based on size

## Personal Display Ads: (Deadline Thursday at 2:00 pm)

• Birth and Death Notices	FREE w/limited availability due to space constraints
• Milestone Anniversary	FREE w/limited availability due to space constraints
• Milestone Birthday	FREE w/limited availability due to space constraints
• Birthday/Anniversary	\$8.50 per column inch (for first 4 column inches, then open rate applies)
• Personal (non-business) Thanks	\$8.50 per column inch (for first 4 column inches, then open rate applies)

## Classified Word Advertising Rate: (Deadline Friday at 12 noon)

- Lost and Found ads are free; all other Classifieds: 65¢ per word (\$8 minimum/week) + \$1 Box
- Options: **Bold Face** \$1.00

## Preprinted Inserts: (Deadline Thursday 4:00 pm)

- \$70 per thousand\* for full run; Zoning is available with a flat broken route charge of \$50
- \*Rates may vary depending on size and weight of insert

## Northland Press Advertising Policy:

Our policy is simple: If you charge, we charge. We regularly receive requests for free publicity, including items with the words "Press Release" or "News Release" in large print across the top followed by a description promoting products or services of the individual, agency, organization or business that sent the request. If you charge for something, it is generally to cover expenses, and one of those expenses needs to be promotion (i.e. advertising). We want your news. We want your advertising. Let the Northland Press assist you in presenting both to our readers.

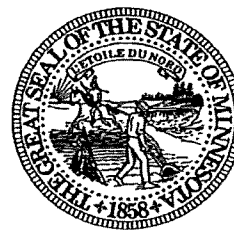
(Rev. 12/1/18)



# Office of the Minnesota Secretary of State

## Legal Newspaper Status Application

Minnesota Statutes, Chapter 331A.02



Must be filed between September 1 and December 31, each year

Filing Fee: \$25.00

Please read the instructions before completing this form.

1. Current Name and Known Office of Issue Address of Newspaper:

The Northland Press Inc  
2220 Peninsula Rd NE  
Outing, MN 56662

STATE OF MINNESOTA  
DEPARTMENT OF STATE  
FILED

DEC 01 2018

*Steve Pinn*  
Secretary of State

2. **IF CHANGED**, list the new name and/or address of known office of issue:

Name of Newspaper: \_\_\_\_\_

Street Address: \_\_\_\_\_  
(Must be a complete street address or rural route and rural route box number)

City: \_\_\_\_\_ State: MN Zip Code: \_\_\_\_\_

3. County of Known Office of Issue: (Required) Cass County

4. Legal Newspaper Phone Number: (Required) 218-792-5842 - Outing, MN office  
218-692-5842 - Crosslake, MN office  
(Area Code) Phone Number

5. Name and daytime phone number of contact person:

Joanne W. Boblett, Publisher/Co-Owner 218-792-5842  
Contact Name Daytime Phone Number

6. Email Address for Official Notices

Enter an email address to which the Secretary of State can forward official notices required by law and other notices:

E-Mail Address: jo@northlandpress.com

7. This legal newspaper certifies that it has complied with all of the requirements of Minnesota Statutes, section 331A.02.

8. I, the undersigned, certify that I am signing this document as the person whose signature is required, or as agent of the person(s) whose signature would be required who has authorized me to sign this document on his/her behalf, or in both capacities. I further certify that I have completed all required fields, and that the information in this document is true and correct and in compliance with the applicable chapter of Minnesota Statutes. I understand that by signing this document I am subject to the penalties of perjury as set forth in Section 609.48 as if I had signed this document under oath.

Joanne W. Boblett 11-13-2018  
Signature of Authorized Representative (Required) Date



B.  
4.  
b.

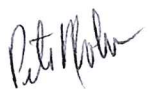
To: The Crosslake City Council  
Re: Legal newspaper for 2019

The Pineandlakes Echo Journal is applying to be the legal publication for the City of Crosslake in 2019. We're proud of the relationship, including publishing news coverage of the monthly council meetings, for more than 45 years.

All legal notices are published in the weekly Pineandlakes Echo Journal classified section (with a distribution of 3,560 copies based on the Jan. 1, 2016 Circulation Verification Council audit) and also available on the pineandlakes.com website.

The Pineandlakes Echo Journal publishing legal rate for 2019 is \$8.50 per column inch, which includes being posted online at no additional charge.

Thanks for considering the Pineandlakes Echo Journal for publishing City of Crosslake legal notices in 2019.



Pete Mohs  
Publisher  
Echo Journal/Brainerd Dispatch  
(218) 855-5855



December 14, 2018

Mike Lyonais  
City Administrator/Treasurer  
City of Crosslake  
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

[WidsethSmithNolting.com](http://WidsethSmithNolting.com)

Re. City Engineering Services

Greetings!

The new year marks a time to reflect on the past year's challenges and successes and look forward to new opportunities and fresh starts. As a city leader, you are likely also looking ahead to the next challenge—specifically, how do you get from knowing what you need to a finished project with minimum hassles in between?

Let Widseth Smith Nolting accompany you as you begin to plan for Crosslake's upcoming projects. We can help you sort through issues such as securing funding, designing a solution that is appropriate to your community, and assisting during construction to ensure your city's interests are at the forefront.

More than 70 communities have relied on WSN for city engineering services, which we provide from our eight offices. We've tackled all manner of issues, large and small. We not only provide a full range of engineering services but also surveying, architecture, and environmental. Each project has its own story with unique plot twists that ultimately result in a successful outcome. A few examples include:

- A new water treatment plant in Randall that solved the city's groundwater nitrate problem.
- The sanitary sewer trunk line replacement that runs along the Zumbro River in Pine Island that has reduced infiltration and lowered flows during rain events.
- The Interconnect Project that now links the East Grand Forks wastewater collection system across the state line to Grand Forks' wastewater treatment facility.

Do not hesitate to give me a call or send me an email any time, and we'll start a conversation about what you and the City of Crosslake may have in store in 2019.

Sincerely,  
**WIDSETH SMITH NOLTING & ASSOC., INC.**

Mark Hallan, PE  
Civil Engineer, Vice President  
Mark.Hallan@wsn.us.com | 218.316.3647



Real People. Real Solutions.

B. S. b.  
7656 Design Road  
Suite 200  
Baxter, MN 56425-8676

Ph: (218) 825-0684  
Fax: (218) 825-0685  
Bolton-Menk.com

December 27, 2018

Mike Lyonais, City Administrator/Treasure  
City of Crosslake  
37028 County Road 66  
Crosslake, MN 56442

RE: 2019 City Engineering Services Proposal

Dear Mr. Lyonais:

The purpose of this letter is to express our interest in continuing to provide the City of Crosslake with City Engineering Services for 2019.

During 2018, Bolton & Menk provided the City general and project specific engineering services, as well as routinely attending City meetings to stay informed and engage in the discussion when appropriate. Some of the items that we have assisted with in 2018 include the following:

- Preparation of a Pavement Management Plan (at no cost to the City) to assist with City Capital Improvement Planning
- Completion of WWTP Improvements to allow for efficient WWTP operation and optimized wastewater treatment.
- Preparation of a Preliminary Engineering Report for extension of the sanitary sewer collection system to the Moonlite Bay area.
- Preparation of a Citywide Wastewater Management Study to assist City Capital Improvement Planning.

For 2019, we propose to maintain the same service compensation structure as originally agreed to in 2017 and utilized in 2018. This agreement provides for the City to receive a reduced engineering rate of \$100/hour from the current company fee schedule for the first 10 hours of City directed services each month. We believe this 2019 proposal provides the City with cost effective, City managed delivery of quality based engineering services.

We will be making a staff change because of Mike Rardin's decision to fully retire from engineering to pursue retirement on a much-earned full-time basis. I will assume the role of City Engineer and be the primary contact for the City. I will be supported by Bryan Drown and Andy Beadell from our Baxter office to provide secondary contacts for the City. All three of us

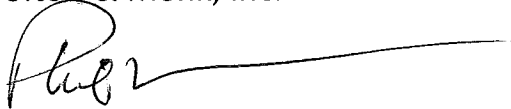


Name: City of Crosslake  
Date: December 27, 2018  
Page: 2

have had direct engineering involvement with the City in the past year through construction activity, infrastructure studies, and design review team services.

We appreciate the past opportunity to assist the City and look forward to serving the City of Crosslake during 2019. Please feel free to contact me at 218-821-7265 or via email at [Phillip.Martin@bolton-menk.com](mailto:Phillip.Martin@bolton-menk.com) if you have any questions regarding our proposal for continued City Engineering Services to the City of Crosslake.

Respectfully submitted,  
Bolton & Menk, Inc.

A handwritten signature in black ink, appearing to read 'P. Martin', followed by a long horizontal line extending to the right.

Phillip M. Martin, P.E.  
Principal-in-Charge

cc: David Nevin, Mayor - City of Crosslake  
Ted Strand, Public Works Director

B. 6.

MEMO TO: 2019 City Council Members  
FROM: Mayor Nevin  
DATE: January 14, 2018  
SUBJECT: Commission Liaison Appointments

I hereby recommend the following liaison assignments for 2019:

- Building & Grounds Dave Nevin
- Economic Development Authority John Andrews  
Dave Schrupp
- Park & Recreation/Library Gary Heacox
- Personnel Committee Dave Nevin  
Gary Heacox  
City Administrator  
Non-Union Employee
- Planning and Zoning Commission Aaron Herzog
- Public Safety Dave Nevin  
Fire Chief  
Police Chief  
City Administrator
- Public Works/Cemetery/Sewer Dave Schrupp  
Dave Nevin
- Recycling Gary Heacox
- Emergency Management Directors Police Chief and Fire Chief

B. 7.

MEMO TO: City Council  
FROM: Mayor Nevin  
DATE: January 10, 2019  
SUBJECT: Commission Appointments

I hereby recommend the following appointments and reappointments:

Planning and Zoning

- Bill Schiltz - appointment to 1<sup>st</sup> – 3 year term to expire 1/31/22
- Jerome Volz - appointment to fill Aaron Herzog term to expire 1/31/20
- Matt Kuker - alternate

Economic Development Authority

- Dean Fitch - appointment to 1<sup>st</sup> – 6 year term to expire 1/31/25
- Patty Norgaard - alternate

Public Works

- John Pribyl - appointment to 2<sup>nd</sup> – 3 year term to expire 1/31/22
- Doug Vierzba - appointment to 2<sup>nd</sup> – 3 year term to expire 1/31/22
- Gary Villella - alternate
- Tom Swenson - alternate
- Marcia Seibert-Volz - alternate
- Gordon Wagner - alternate

Park, Recreation, Library

- Mic Tchida - appointment to 2<sup>nd</sup> – 3 year term to expire 1/31/22
- Gary Villella - appointment to 1<sup>st</sup> – 3 year term to expire 1/31/22
- Darrell Shannon - appointment to 1<sup>st</sup> – 3 year term to expire 1/31/22



## CITY OF CROSSLAKE

### APPLICATION FOR APPOINTMENT TO CITY BOARD OR COMMISSION

#### PERSONAL INFORMATION

Name: Last VOLZ First Jerome

Address: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Cell) \_\_\_\_\_

Occupation: Construction 40 years Employer: Self

Email Address: \_\_\_\_\_

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

If yes, how long have you been a Crosslake resident or property owner? 7.5 years

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

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

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

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

try to control spending & taxes

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

I worked construction for 40 years had own business for 27 years built homes & commercial buildings.

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

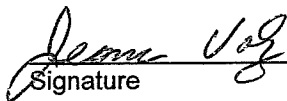
Sewer & city building. Helping cost down but meet the needs of dept heads

(over)

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

**POTENTIAL CONFLICTS**

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

\_\_\_\_\_  
Signature 

\_\_\_\_\_  
Date

1-8-19

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

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

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

**DATA PRACTICES ADVISORY**

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



**CITY OF CROSSLAKE**  
**APPLICATION FOR APPOINTMENT TO CITY BOARD OR COMMISSION**

**PERSONAL INFORMATION**

Name: Last Norgaard First Patty

Address: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Cell) \_\_\_\_\_

Occupation: retired Employer: \_\_\_\_\_

Email Address: \_\_\_\_\_

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

If yes, how long have you been a Crosslake resident or property owner? 14 yrs

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

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

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

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

I have been a member of Crosslake EDA since the term of Darrel Schneider who app't me. Since then, I have served as member, Pres & Council liason.

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

I bring an enthusiasm for my community & in addition bring a blend of leadership, organizational & management skills.

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

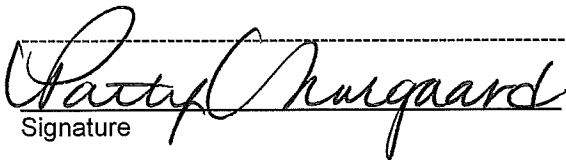
Preserving & conserving the Whitefish Chain of lakes & keeping our commitment to a small town feel with an up North identity. This was most evident from the public forums that were held thru the 100

(over)

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

**POTENTIAL CONFLICTS**

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

  
Signature

Date 12.31-201

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

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

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

**DATA PRACTICES ADVISORY**

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





**CITY OF CROSSLAKE**  
**APPLICATION FOR APPOINTMENT TO CITY BOARD OR COMMISSION**

**PERSONAL INFORMATION**

Name: Last Villella First Gary

Address: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Cell) \_\_\_\_\_

Occupation: Retired Employer: \_\_\_\_\_

Email Address: \_\_\_\_\_

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

If yes, how long have you been a Crosslake resident or property owner? 40 + yrs

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

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

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

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

He is retired  
Retired from time to donate, been resident out of since 50's

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

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

(over)



## CITY OF CROSSLAKE

### APPLICATION FOR APPOINTMENT TO CITY BOARD OR COMMISSION

#### PERSONAL INFORMATION

Name: Last SWENSON First TOM

Address: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Cell) \_\_\_\_\_

Occupation: RETIRED Employer: \_\_\_\_\_

Email Address: \_\_\_\_\_

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

If yes, how long have you been a Crosslake resident or property owner? 21+ YEARS

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

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

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

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

I WAS IN CITY MANAGEMENT POSITIONS FOR 33 YEARS AND HAVE EXPERIENCE AND KNOWLEDGE WITH BOTH PARK/LIBRARY AND PUBLIC WORKS OPERATIONS. I NOW HAVE THE TIME TO GIVE BACK TO MY COMMUNITY.

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

15+ YEARS AS CITY ADMINISTRATOR IN CROSSLAKE AND 5+ YEARS ON THE PAL BOARD. I AM FAMILIAR WITH BOTH THE PARK/LIBRARY AND PUBLIC WORKS OPERATIONS AND WAS INVOLVED AS CITY ADMINISTRATOR WITH MANY OF PARK FACILITY AND PROGRAM EXPANSIONS AND PUBLIC WORKS PROJECTS AND POLICIES DEALING WITH THE SEWER SYSTEM AND ROAD IMPROVEMENTS.

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

PARK/LIBRARY - MAINTAINING HIGH QUALITY FACILITIES AND PROGRAMS. THE DEVELOPMENT OF SOUTH BAY PARK NEEDS WELL THOUGHT OUT PLANNING IN ORDER TO MAXIMIZE ITS POTENTIAL FOR THE CITY, ITS RESIDENTS AND VISITORS.

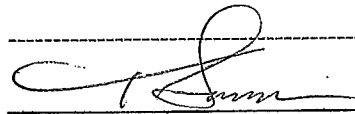
PUBLIC WORKS - EXPANDING THE SEWER SYSTEM IN THE MOST (over) EFFECTIVE AND COST EFFICIENT WAY. WE HAVE MILLIONS INVESTED IN OUR ROADS AND THEY NEED ATTENTION. I.E. CRACKFILLING, SEALCOATING AND SHOULDERING AND AN EQUITABLE WAY OF PAYING FOR IT. (BONDING/ASSESSMENTS/RESERVES)

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

**POTENTIAL CONFLICTS**

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

If yes, please explain:



Signature

Date

1/4/19

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

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

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

**DATA PRACTICES ADVISORY**

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## CITY OF CROSSLAKE

### APPLICATION FOR APPOINTMENT TO CITY BOARD OR COMMISSION

#### PERSONAL INFORMATION

Name: Last Seibert-Volz First Marcia

Address: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Cell) \_\_\_\_\_

Occupation: Retired City Administrator (40 years) Employer: \_\_\_\_\_

Email Address: \_\_\_\_\_

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

If yes, how long have you been a Crosslake resident or property owner? 7.5 years

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

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

- 3 Planning and Zoning Commission (Crosslake residency or property ownership required)
- \_\_\_\_\_ Economic Development Authority
- 2 Public Works/Cemetery/Sewer Commission (Crosslake residency or property ownership required)
- 4 Parks and Recreation/Library Commission (Crosslake residency or property ownership not required)
- \_\_\_\_\_ Crosslake Communications Advisory Board (Must own property within service area)
- 1 City Government Center Building Committee

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

I want to be a part of the long-term success and vitality of this community. I am retired and have more time to become involved in the community and part of the future plans.

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

I was a City Administrator for forty (40) years. I managed the City's utilities: Natural Gas System, Electric Distribution System, Storm Sewer Utility, Water Department, and Sanitary Sewer utility. I was involved in the Park System, Street Construction and reconstruction, Administration of Public Safety including an ambulance services owned by the city. I was involved in construction of the Library, remodel of the Community Center (project manager) and collaborated with Architect on remodeling a bank building into City hall and also part of remodeling the On-Sale/Off Sale Municipal Liquor Store. The City was under the

State Building code and I administered zoning and issued building permits. Budgeting and financial accounting for the city was part of my job description, too..

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

The two biggest issues in the city right now are the Sewer System and the need for more space in the public safety department. The need to prioritize and budget and be fiscally responsible to the residents of Crosslake is imperative.

(over)

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

I feel it is very important to attend the meetings. Absence handicaps the other board members when a quorum is not met or the time taken to review things that have been discussed at previous meeting because a member did not attend.

#### **POTENTIAL CONFLICTS**

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Marcin Seibert Volz  
Signature

Date

1-8-19

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

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

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

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**CITY OF CROSSLAKE**  
**APPLICATION FOR APPOINTMENT TO CITY BOARD OR COMMISSION**

**PERSONAL INFORMATION**

Name: Last WAGNER First Gordon

Address: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Cell) \_\_\_\_\_

Occupation: RETIRED Employer: \_\_\_\_\_

Email Address: \_\_\_\_\_

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

If yes, how long have you been a Crosslake resident or property owner? 15 YEARS

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

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

\_\_\_\_\_ Planning and Zoning Commission (Crosslake residency or property ownership required)

\_\_\_\_\_ Economic Development Authority (Crosslake residency or property ownership required)

☒ Public Works/Cemetery/Sewer Commission (Crosslake residency or property ownership required) ALTERNATE?

\_\_\_\_\_ Parks and Recreation/Library Commission (Crosslake residency or property ownership not required)

\_\_\_\_\_ Crosslake Communications Advisory Board (Must own property within service area)

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

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

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

(over)



## CITY OF CROSSLAKE

### APPLICATION FOR APPOINTMENT TO CITY BOARD OR COMMISSION

#### PERSONAL INFORMATION

Name: Last SHANNON First DARRYL

Address: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Cell) \_\_\_\_\_

Occupation: Retired Employer: \_\_\_\_\_

Email Address: \_\_\_\_\_

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

If yes, how long have you been a Crosslake resident or property owner? 19 years

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

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

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

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

ACTIVE USER OF COMMUNITY CENTER, INTERESTED IN SERVICES PROVIDED,

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

ORGANIZATIONAL SKILLS,

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

(over)

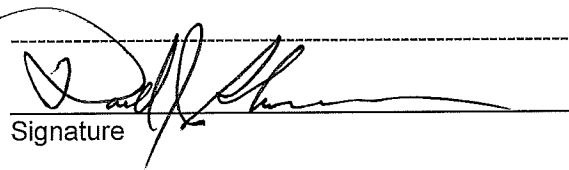


Attendance: Are you aware of the importance of regular meeting attendance, including the time commitment involved in preparing for meetings, and do you feel you have the time available to be an active participant? ☒ Yes ☐ No  
Comments:

**POTENTIAL CONFLICTS**

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If yes, please explain:

  
Signature

Date

1/9/19

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

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

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218-692-2688 Phone  
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C. I.

PUBLIC INFORMATION MEETING  
CITY OF CROSSLAKE  
MONDAY, DECEMBER 10, 2018  
6:00 P.M. – CITY HALL

The Council for the City of Crosslake met in a Special Session on December 10, 2018. The following Council Members were present: Mayor Patty Norgaard, Gary Heacox, Dave Schrupp and Dave Nevin. Brad Nelson was absent. Also present were City Administrator Mike Lyonais, City Clerk Char Nelson, Public Works Director Ted Strand, Fire Chief Chip Lohmiller, Police Chief Erik Lee, Park Director TJ Graumann, City Engineer Phil Martin, Northland Press Reporter Bill Monroe, Echo Journal Reporter Erin Bornett and 2019 Council Member Elect John Andrews. There were approximately 10 people in the audience.

Mayor Norgaard called the meeting to order at 6:00 P.M. The Mayor turned the meeting over to City Administrator Mike Lyonais.

Mr. Lyonais reported that the budget presented tonight was the same budget reviewed at the special meeting of November 13<sup>th</sup>. No changes were made. Mr. Lyonais welcomed comments or questions from the public.

Dave Nevin asked what the change was from the 2018 budget. Mr. Lyonais referred to pages 7 and 8 of the budget packet, showing the last three years of tax rates. The 2019 budget is a 7% increase from 2018 or a 1.05% increase in the tax rate.

Mark Lafon of 13058 Happy Cove Road presented his 2019 tax statement which showed a local tax increase of approximately 7.5%. Mr. Lyonais replied that tax increases or decreases are based on property values and are a function of levies from all taxing jurisdictions, not just the City's. Mr. Lafon's value also increased and his overall dollar increase was 5.7% over last year.

Dave Nevin asked if there were funds in the budget for the sewer expansion. Dave Schrupp referred to page 18 of the budget packet, showing that the anticipated cost for the sewer expansion was \$1,200,000 for 2019. Mike Lyonais added that the budget includes debt financing and any bond payment would be a 2020 budget item.

Marsha Seibert-Volz of 37668 Moen Beach Trail asked what the reserve balance is, including both designated and non-designated funds. Mike Lyonais replied that he did not have that information with him, but estimated that the restricted, debt levy balance was \$150,000 and that the cash balance from the sale of the phone company was approximately \$6M.

Dave Nevin stated that people are saying that the City is running a deficit of \$500,000 every year and asked for an explanation. Mike Lyonais explained that is not correct. The Council has chosen to use cash on hand and debt financing to fill gaps not provided by levy dollars.

MOTION 12S1-01-18 WAS MADE BY DAVE NEVIN AND SECONDED BY GARY HEACOX TO ADOPT RESOLUTION NO. 18-35 APPROVING THE FINAL 2018 TAX LEVY

COLLECTIBLE IN 2019 AS PROPOSED TOTALING \$3,950,587 WHICH IS A 7% INCREASE OVER LAST YEAR. MOTION CARRIED WITH ALL AYES.

MOTION 12S1-02-18 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO APPROVE THE 2019 CITY REVENUE BUDGET TOTALING \$6,596,551 AND THE 2019 EXPENDITURE BUDGET TOTALING \$6,796,003. MOTION CARRIED WITH ALL AYES.

There being no further business at 6:25 P.M., the Mayor adjourned the meeting.

Respectfully Submitted,

Charlene Nelson

City Clerk

City Clerk/Minutes/12-10-18 Special Meeting

C. 2.

**REGULAR COUNCIL MEETING  
CITY OF CROSSLAKE  
MONDAY, DECEMBER 10, 2018  
7:00 P.M. – CITY HALL**

The Crosslake City Council met in the Council Chambers of City Hall on Monday, December 10, 2018. The following Council Members were present: Mayor Patty Norgaard, Dave Nevin, Dave Schrupp, Brad Nelson and Gary Heacox. Also present were City Administrator Mike Lyonais, City Clerk Char Nelson, Police Chief Erik Lee, Fire Chief Chip Lohmiller, Public Works Director Ted Strand, Park Director TJ Graumann, Land Service Specialist Jon Kolstad, City Attorney Brad Person, City Engineer Phil Martin, 2019 Council Member Elect John Andrews, Northland Press Reporter Bill Monroe, and Echo Publishing Reporter Erin Bormett. There were approximately twenty people in the audience.

**A. CALL TO ORDER** – Mayor Norgaard called the Regular Council Meeting to order at 7:00 P.M. The Pledge of Allegiance was recited. Mayor Norgaard thanked Bill Monroe of the Northland Press and Erin Bormett of the Echo Journal for their reporting of City issues.

**B. CONSENT CALENDAR – MOTION 12R-01-18 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:**

1. Special Council Meeting Minutes of November 13, 2018
  2. Regular Council Meeting Minutes of November 13, 2018
  3. City – Month End Revenue Report dated November 2018
  4. City – Month End Expenditures Report dated November 2018
  5. November 2018 Budget to Actual Analysis
  6. Memo dated December 10, 2018 from Mike Lyonais Re: Tax Increment Financing Reimbursement
  7. Police Report for Crosslake – November 2018
  8. Police Report for Mission Township – November 2018
  9. Fire Department Report – November 2018
  10. North Memorial Ambulance Report – November 2018
  11. Planning and Zoning Monthly Statistics
  12. Planning and Zoning Commission Meeting Minutes of October 26, 2018
  13. Public Works Meeting Minutes of November 5, 2018
  14. Park/Library Commission Meeting Minutes of October 24, 2018
  15. Crosslake Roll Off Recycling Report for November 2018
  16. Waste Partners Recycling Report for October 2018
  17. EDA Meeting Minutes of November 1, 2018
  18. Resolution No. 18-36 Accepting Donations
  19. Resolution No. 18-37 Establishing Polling Place for 2019
  20. Memo dated December 4, 2018 from City Clerk Re: Retroactive Approval of Bills for Payment
  21. Bills for Approval in the Amount of \$135,891.24
- MOTION CARRIED WITH ALL AYES.**

**C. PUBLIC FORUM** – None.

#### **D. CRITICAL ISSUES**

1. Mayor Norgaard gave a brief history of the events leading up to the City becoming a Bird City member. Catherine McGoldrich of 13625 County Road 109, Merrifield, MN, noted that the City approved a resolution in September proclaiming International Migratory Bird Day in Crosslake on May 18, 2019 and that the next step was to submit the application to Audubon Minnesota. MOTION 12R-02-18 WAS MADE BY PATTY NORGAARD AND SECONDED BY DAVE SCHRUPP TO PAY A ONE-TIME APPLICATION FEE OF \$200 TO AUDUBON MINNESOTA FOR APPLICATION TO BECOME BIRD CITY MEMBER. MOTION CARRIED WITH ALL AYES.
2. Jess Eide of the Winterfest Committee gave a recap of the events to take place during the 16<sup>th</sup> Annual Winterfest, February 1-3, 2019. As required by the MN Department of Health, MOTION 12R-03-18 WAS MADE BY DAVE NEVIN AND SECONDED BY GARY HEACOX TO APPROVE THE SERVING OF SOUP DURING WINTERFEST ON SATURDAY, FEBRUARY 2, 2019. MOTION CARRIED WITH ALL AYES.

Cindy Myogeto spoke briefly about last year's Fourth of July celebration and the success of the fireworks display along with the music provided by Hubbard Broadcasting. The plans are the same for 2019. Because the City is a major donor of the fireworks, Ms. Myogeto asked which Saturday the fireworks should be displayed. It was the consensus of the Council to have the fireworks on Saturday, July 6, 2019.

Cindy Myogeto thanked Patty Norgaard and Brad Nelson for their support of local business and community events.

3. Michael O'Connell of the Crosslakers gave the Council an update on the National Loon Center, Dog Park, and Historical Society. Mr. O'Connell thanked the Babinski Foundation for the donation of fencing and labor at the Dog Park at a value of \$15,000. Security cameras need to be installed before the park can open. There are plans for trees to be planted and benches installed. Mr. O'Connell thanked TJ Graumann, Ted Strand, Public Works, Lions and the businesses that have supported the Dog Park.

Mayor Norgaard recognized and thanked Tim Schalow of the Light Up the Dam Committee for a beautiful Christmas light display at the Corps of Engineers Campground. Mr. Schalow thanked Public Works for storing the supplies.

Mayor Norgaard gave a shout out to all of the people involved with the Crosslakers and stated that they have changed the trajectory of the City.

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

1. Mike Lyonais stated that some Council Members planned to be out of town during the winter months and that they wished to use Skype to attend the meetings. The process was tested last week. Gary Heacox and Dave Nevin were not in favor using Skype. City Clerk Char Nelson stated that the State allows this as long as the public can see the members and that votes are taken by roll-call.
2. MOTION 12R-04-18 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO APPROVE THE 2019 FEE SCHEDULE AS PRESENTED WITH THE ADDITION OF A \$25 FEE FOR POPCORN MACHINE RENTAL. MOTION CARRIED WITH ALL AYES.



Mike Lyonais reported that staff is working with 5 Bugles on some revisions to the City Center project and that more information will be provided in January.

Mike Lyonais asked that the Council hold a Special Meeting to consider approval of a union contract. It was the consensus of the Council to conduct this meeting on Wednesday, December 19 at 8AM.

On behalf of staff, Mike Lyonais thanked Patty Norgaard and Brad Nelson for their support of staff and dedication to the City.

Mayor Norgaard thanked Attorney Person, Mike Lyonais and Char Nelson for their work for the City.

## **F. COMMISSION REPORTS**

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

MOTION 12R-05-18 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE SCHRUPP TO APPROVE METES AND BOUNDS SUBDIVISION, DAVID NEVIN, 120102200000009, INVOLVING 20.18 ACRES INTO TWO TRACTS AND TO ACCEPT CASH IN LIEU OF LAND FOR PARK DEDICATION FEE. MOTION CARRIED 4-0 WITH NEVIN ABSTAINING.

### **2. PUBLIC WORKS/CEMETERY/SEWER**

Ted Strand provided a quote for a Kubota backhoe. The 1994 backhoe that staff uses now is in need of costly repairs but could be used as a trade-in on new equipment. There is \$50,000 in the 2019 budget for this piece of equipment. Mr. Strand asked for permission to purchase the backhoe now so that it can be delivered and paid for in January 2019. Brad Nelson noted that Quality Equipment has been a good company to work with. MOTION 12R-06-18 WAS MADE BY BRAD NELSON AND SECONDED BY GARY HEACOX TO APPROVE THE PURCHASE OF A KUBOTA KX057-4R3AP BACKHOE FROM QUALITY EQUIPMENT SALES AND SERVICES AT A COST OF \$50,393.06 AFTER TRADE IN OF \$15,000. MOTION CARRIED WITH ALL AYES.

### **3. PUBLIC SAFETY**

Chief Erik Lee asked permission to purchase thermal imagers to be installed in squads. Thermal imagers are used to help locate missing persons or apprehend suspects on the run. The Baxter Police Department stated that the imagers have been helpful to them in many situations. The imagers would be paid for with donations and forfeiture funds. MOTION 12R-07-18 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE SCHRUPP TO APPROVE THE PURCHASE OF THREE NOPTIC THERMAL IMAGERS AT A COST NOT TO EXCEED \$9,000 INCLUDING INSTALLATION. Dave Nevin questioned whether all the funds used for the purchase would come from donations and forfeitures. MOTION CARRIED WITH ALL AYES.

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

TJ Graumann reported that long-time Park Maintenance Worker, Ron Harkin, will be retiring at the end of the month. Mr. Graumann stated that Ron is a hard-worker and easy

to work with and that he will be greatly missed. MOTION 12R-08-18 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO ACCEPT RON HARKIN'S RESIGNATION EFFECTIVE 12/31/18. MOTION CARRIED WITH ALL AYES.

MOTION 12R-09-18 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO APPROVE THE CONTRACT WITH KITCHIGAMI REGIONAL LIBRARY SYSTEM FOR 2019 WHICH PROVIDES \$5,000 TO THE CITY FOR THE PURCHASE OF NEW BOOKS. MOTION CARRIED WITH ALL AYES.

MOTION 12R-10-18 WAS MADE BY DAVE NEVIN AND SECONDED BY BRAD NELSON TO APPROVE THE 2019 LUTHERAN SOCIAL SERVICES SENIOR NUTRITION PROGRAM SITE USE AGREEMENT. MOTION CARRIED WITH ALL AYES.

TJ Graumann gave a brief update on the ice rink and reported that the Community Center will close at 4:00 P.M. on December 31<sup>st</sup>.

Mayor Norgaard asked Ted Strand, Chip Lohmiller, TJ Graumann, Erik Lee and Jon Kolstad to stand and thanked them, as well as Cheryl Stuckmayer who was not in attendance, for their dedication to the City and their care of the citizens of Crosslake.

- G. PUBLIC FORUM** – Michael O'Connell of 35411 reported that there is a local vendor in Crosslake that may have less expensive benches than what the Park purchases for the City.

- H. OLD BUSINESS** – None.

- I. NEW BUSINESS** – Dave Nevin proposed having a special meeting in January to get public input on the upcoming major projects that the City is facing and to consider filling the vacancy on the Council. MOTION 12R-11-18 WAS MADE BY DAVE NEVIN AND SECONDED BY GARY HEACOX TO HOLD A SPECIAL MEETING ON MONDAY, JANUARY 7, 2018 AT 6:00 P.M. FOR THE PURPOSE OF TAKING PUBLIC COMMENT REGARDING CITY PROJECTS AND TO CONSIDER FILLING THE VACANT SEAT ON THE CITY COUNCIL. Pam Graves of 14131 Sugarloaf Road stated that it would be difficult for the public to comment on projects that the Council has already decided to include in the 2019 budget. MOTION CARRIED WITH ALL AYES.

- J. MAYOR'S REPORT** – Mayor Norgaard read a statement regarding tax forfeit land on Duck Lake. The City had considered purchasing the land in April and was later told by the County that the City would only have 1/5 interest in the property. In May the City voted not to purchase the land. The public has been using the private property since that time and the Mayor wanted to state publicly that the land is privately owned and anyone on the land is trespassing.

Mayor Norgaard stated that being the Mayor of Crosslake has been a great experience and thanked Tim Bray, Rob Hall and Dave Reese for their assistance on projects.



Mayor Norgaard thanked Brad Nelson for his service and four-year term as Council Member and awarded him a "Friend of the City" certificate.

**K. CITY ATTORNEY REPORT** – Pursuant to M.S. 13D, Subd. 3b subject to attorney client privilege to discuss pending litigation/settlement information, MOTION 12R-12-18 WAS MADE BY DAVE SCHRUPP AND SECONDED BY DAVE NEVIN TO MOVE INTO CLOSED SESSION AT 7:50 P.M. MOTION CARRIED WITH ALL AYES.

**L. ADJOURN** - The Council resumed the open session and the Mayor adjourned the meeting at 8:10 P.M.

Respectfully submitted by,

Charlene Nelson  
City Clerk  
City Clerk/Minutes/12-10-18

SPECIAL COUNCIL MEETING  
CITY OF CROSSLAKE  
WEDNESDAY, DECEMBER 19, 2018  
8:00 A.M. – CITY HALL

The Council for the City of Crosslake met in a special session on Wednesday, December 19, 2018. The following Council Members were present: Mayor Patty Norgaard, Dave Schrupp, Gary Heacox, Brad Nelson and Dave Nevin. Also present were City Administrator Mike Lyonais, City Clerk Char Nelson, Public Works Director Ted Strand, Police Chief Erik Lee, Park Director TJ Graumann, Land Service Specialist Jon Kolstad, and Northland Press Reporter Bill Monroe. There was one person in the audience.

Mayor Norgaard called the meeting to order at 8:02 A.M. and turned the meeting over to Mike Lyonais. Mike Lyonais reported that the negotiating team of Gary Heacox, Dave Schrupp, Attorney Jessica Durbin and himself met with AFSCME representative and employees on December 10<sup>th</sup> and that by the end of the day, both teams agreed to a contract. The new contract begins January 1, 2019 and ends December 31, 2021. Mr. Lyonais reviewed the new wage scale included in the contract, noting that steps 1-5 on the current scale were deleted and 5 new steps were added. Many steps on the current schedule were below minimum wage. Mr. Lyonais compared the scale to League of MN Cities job classifications and found it to be within pennies of current market.

Other changes included language updates to comply with State law, increase in clothing allowance from \$300 to \$500, and increase hours of vacation time carryover from 120 hours to 128 hours.

Union employees asked that the City establish a safety committee to consider such things as adding a washer/dryer at the shop for employees who work in the sewer plant and with pesticides/chemicals to use for their work clothes.

Dave Schrupp asked that employees purchase similar clothing and suggested that the City pay to have City logo embroidered on clothing. All council members were in favor of this idea.

Ted Strand stated that his employees were happy with the negotiating committee and how the process worked.

MOTION 12S1-01-18 WAS MADE BY BRAD NELSON AND SECONDED BY GARY HEACOX TO APPROVE LABOR CONTRACT BETWEEN CITY OF CROSSLAKE AND AFSCME, AFL-CIO, LOCAL UNION #689 FOR THE PERIOD OF 1/1/19-12/31/21. MOTION CARRIED WITH ALL AYES.

TJ Graumann and Dave Schrupp demonstrated the use of Skype. Some council members will be out of town this winter and would like to participate in council meetings via Skype. Mike Lyonais reviewed State law regarding the use of Skype at meetings. A lengthy discussion ensued.

Dave Nevin cautioned that if council members are out of town, they don't know what is happening in the community. Mike Lyonais replied that social media keeps people connected. Brad Nelson added that council members intend to attend meetings and that he understands the concerns, but

that Skype is the way of the future. Dave Nevin argued that people are not engaged in the community if they are out of town. Gary Heacox stated that Skype works for businesses but not cities. Mr. Heacox suggested that only two members be able to Skype in for a meeting. State law requires that only one member be physically present at a meeting to use Skype. Dave Schrapp reported that many surrounding cities use this technology for their meetings. Mr. Schrapp has already served four years on the Council and has a good attendance record. Mr. Schrapp had to make his vacation plans in May for this winter, long before he knew if he would win the election. Jon Kolstad stated that the military has been using this technology for 15 years. MOTION 12S2-02-18 WAS MADE BY PATTY NORGAARD AND SECONDED BY DAVE NEVIN TO ALLOW THE USE OF SKYPE IN THE EVENT OF COUNCIL MEMBER ABSENCE FOR CITY MEETINGS AS LONG AS TWO MEMBERS OF THE COUNCIL ARE PHYSICALLY PRESENT. Dave Nevin asked what would happen if there were bad weather and the connection failed. Mike Lyonais replied that the City would have bigger problems to deal with if the weather was so bad that service was out. Dave Nevin said he is willing to give this a try and change the policy later if issues arise. MOTION CARRIED WITH ALL AYES.

There being no further business at 8:45 A.M., Mayor Norgaard adjourned the meeting.

Respectfully Submitted,

Charlene Nelson  
Administrative Assistant/City Clerk

C. 4.

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**CITY OF CROSSLAKE**  
**Month-End Revenue**  
Current Period: DECEMBER 2018

SRC	SRC Descr	2018 Budget	DECEMBER 2018 Amt	2018 YTD Amt	2018 YTD Balance	2018 % of Budget
FUND 101 GENERAL FUND						
31000	General Property Taxes	\$3,066,329.00	\$0.00	\$3,017,453.64	\$48,875.36	98.41%
31055	Tax Incr 1-8 Crosswoods Dev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31101	County Payment Joint Facility	\$113,130.00	\$0.00	\$113,266.03	-\$136.03	100.12%
31300	Emergency Services Levy	\$0.00	\$0.00	-\$20.18	\$20.18	0.00%
31305	2003 Joint Facility Levy	\$0.00	\$0.00	-\$62.11	\$62.11	0.00%
31310	2012 Series A Levy	\$121,870.00	\$0.00	\$119,981.03	\$1,888.97	98.45%
31800	Other Taxes	\$1,500.00	-\$190.22	\$4,973.17	-\$3,473.17	331.54%
31900	Penalties and Interest DelTax	\$1,000.00	\$0.00	\$3,034.60	-\$2,034.60	303.46%
32110	Alcoholic Beverages	\$16,000.00	\$0.00	\$14,100.00	\$1,900.00	88.13%
32111	Club Liquor License	\$500.00	\$0.00	\$500.00	\$0.00	100.00%
32112	Beer and Wine License	\$100.00	\$0.00	\$875.00	-\$775.00	875.00%
32180	Other Licenses/Permits	\$200.00	\$50.00	\$2,205.00	-\$2,005.00	1102.50%
33400	State Grants and Aids	\$500.00	\$125,495.16	\$145,354.11	-\$144,854.11	29070.82%
33401	Local Government Aid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33402	Homestead Credit	\$0.00	\$377.44	\$377.44	-\$377.44	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	\$4,785.02	-\$2,785.02	239.25%
33417	Police State Aid	\$33,000.00	\$0.00	\$43,500.48	-\$10,500.48	131.82%
33418	Fire State Aid	\$38,000.00	\$0.00	\$38,678.35	-\$678.35	101.79%
33419	Fire Training Reimbursement	\$5,000.00	\$2,400.00	\$12,570.79	-\$7,570.79	251.42%
33420	Insurance Premium Reimburse	\$0.00	\$4,251.00	\$5,320.00	-\$5,320.00	0.00%
33422	PERA State Aid	\$2,979.00	\$590.50	\$1,181.00	\$1,798.00	39.64%
33423	Insurance Claim Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33650	Recycling Grant	\$29,200.00	\$0.00	\$29,200.00	\$0.00	100.00%
34000	Charges for Services	\$200.00	\$0.00	\$562.90	-\$362.90	281.45%
34010	Sale of Maps and Publications	\$30.00	\$0.00	\$130.00	-\$100.00	433.33%
34050	Candidate Filing Fees	\$20.00	\$0.00	\$14.00	\$6.00	70.00%
34103	Zoning Permits	\$30,000.00	\$2,100.00	\$53,200.00	-\$23,200.00	177.33%
34104	Plat Check Fee/Subdivision Fee	\$1,500.00	\$0.00	\$6,550.00	-\$5,050.00	436.67%
34105	Variances and CUPS/IUPS	\$9,000.00	\$500.00	\$14,000.00	-\$5,000.00	155.56%
34106	Sign Permits	\$500.00	\$0.00	\$250.00	\$250.00	50.00%
34107	Assessment Search Fees	\$800.00	\$70.00	\$870.00	-\$70.00	108.75%
34108	Zoning Misc/Penalties	\$0.00	\$100.00	\$1,100.00	-\$1,100.00	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	\$250.00	\$11,700.00	-\$6,700.00	234.00%
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	\$5,253.46	-\$5,053.46	2626.73%
34202	Fire Protection and Calls	\$30,000.00	\$0.00	\$29,055.74	\$944.26	96.85%
34206	Animal Control Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34207	House Burning Fee	\$1,500.00	\$0.00	\$2,800.00	-\$1,300.00	186.67%
34210	Police Contracts	\$48,000.00	\$0.00	\$52,500.00	-\$4,500.00	109.38%
34211	Police Donations	\$0.00	\$0.00	\$5,075.00	-\$5,075.00	0.00%
34213	Police Receipts	\$5,000.00	\$0.00	\$3,328.81	\$1,671.19	66.58%
34214	Tac Team Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34215	Pass Thru Donations	\$0.00	\$0.00	\$11,520.00	-\$11,520.00	0.00%
34300	E911 Signs	\$1,000.00	\$100.00	\$3,100.00	-\$2,100.00	310.00%
34700	Park & Rec Donation	\$300.00	\$0.00	\$135.00	\$165.00	45.00%

**CITY OF CROSSLAKE**  
**Month-End Revenue**  
Current Period: DECEMBER 2018

SRC	SRC Descr	2018 Budget	DECEMBER 2018 Amt	2018 YTD Amt	2018 YTD Balance	2018 % of Budget
34701	Halloween Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34711	Taxable Merchandise/Rentals	\$200.00	\$94.00	\$740.00	-\$540.00	370.00%
34740	Park Concessions	\$500.00	\$7.00	\$139.00	\$361.00	27.80%
34741	Gen Gov t Concessions	\$100.00	\$37.30	\$857.93	-\$757.93	857.93%
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	\$300.00	\$4,949.25	-\$949.25	123.73%
34751	Shelter/Beer/Wine Fees	\$300.00	\$0.00	\$189.00	\$111.00	63.00%
34760	Library Cards	\$500.00	\$50.00	\$1,207.00	-\$707.00	241.40%
34761	Library Donations	\$500.00	\$0.00	\$16.00	\$484.00	3.20%
34762	Library Copies	\$300.00	\$17.00	\$426.67	-\$126.67	142.22%
34763	Library Events	\$5,000.00	\$0.00	\$4,569.10	\$430.90	91.38%
34764	Library Miscellaneous	\$50.00	\$0.00	\$2.00	\$48.00	4.00%
34765	Summer Reading Program	\$300.00	\$0.00	\$195.00	\$105.00	65.00%
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	\$1,818.36	-\$1,568.36	727.34%
34769	PAL Foundation - Park	\$3,000.00	\$233.54	\$3,664.32	-\$664.32	122.14%
34770	Silver Sneakers	\$6,000.00	\$1,413.50	\$14,711.50	-\$8,711.50	245.19%
34790	Park Dedication Fees	\$4,500.00	\$1,500.00	\$54,000.00	-\$49,500.00	1200.00%
34800	Tennis Fees	\$1,500.00	\$0.00	\$1,513.00	-\$13.00	100.87%
34801	Recreational-Program	\$3,000.00	\$0.00	\$555.00	\$2,445.00	18.50%
34802	Softball/Baseball Fees	\$1,000.00	\$0.00	\$485.00	\$515.00	48.50%
34803	Recreation-Misc. Receipts	\$1,000.00	\$2.00	\$104.65	\$895.35	10.47%
34805	Aerobics Fees	\$0.00	\$0.00	\$814.00	-\$814.00	0.00%
34806	Weight Room Fees	\$30,000.00	\$2,857.50	\$37,912.50	-\$7,912.50	126.38%
34807	Volleyball Fees	\$750.00	\$48.00	\$836.00	-\$86.00	111.47%
34808	Silver and Fit	\$13,000.00	\$1,101.00	\$13,035.00	-\$35.00	100.27%
34809	Soccer Fees	\$1,500.00	\$0.00	\$2,796.00	-\$1,296.00	186.40%
34810	Pickle Ball	\$5,500.00	\$136.00	\$5,421.00	\$79.00	98.56%
34910	Transit Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34940	Cemetery Lots	\$3,000.00	\$250.00	\$9,500.00	-\$6,500.00	316.67%
34941	Cemetery Openings	\$3,500.00	\$0.00	\$6,100.00	-\$2,600.00	174.29%
34942	Cemetery Other	\$450.00	\$0.00	\$1,100.00	-\$650.00	244.44%
34950	Public Works Revenue	\$1,500.00	\$0.00	\$325.00	\$1,175.00	21.67%
34952	County Joint Facility Payments	\$45,000.00	\$0.00	\$25,262.09	\$19,737.91	56.14%
34953	Recycling Revenues	\$50.00	\$0.00	\$1,850.36	-\$1,800.36	3700.72%
35100	Court Fines	\$10,000.00	\$1,117.46	\$14,779.56	-\$4,779.56	147.80%
35103	Library Fines	\$600.00	\$14.00	\$402.22	\$197.78	67.04%
35105	Restitution Receipts	\$1,000.00	\$0.00	\$2,028.71	-\$1,028.71	202.87%
36200	Miscellaneous Revenues	\$5,000.00	\$476.97	\$3,232.56	\$1,767.44	64.65%
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	\$30,500.00	\$15,311.65	\$137,378.15	-\$106,878.15	450.42%
36230	Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36254	Sp Assess Prin-Bridges	\$6,914.00	\$0.00	\$10,582.05	-\$3,668.05	153.05%
36255	Sp Assess Int-Bridges	\$1,374.00	\$0.00	\$1,469.79	-\$95.79	106.97%
36256	Andys Parking Lot Principal	\$5,514.00	\$0.00	\$10,077.89	-\$4,563.89	182.77%
36257	Andys Parking Lot Interest	\$1,188.00	\$0.00	\$1,551.15	-\$363.15	130.57%
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

## Month-End Revenue

Current Period: DECEMBER 2018

SRC	SRC Descr	2018 Budget	DECEMBER 2018 Amt	2018 YTD Amt	2018 YTD Balance	2018 % 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	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39300	Proceeds-Gen Long-term Debt	\$1,001,800.00	\$0.00	\$695,000.00	\$306,800.00	69.38%
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		\$4,769,498.00	\$161,060.80	\$4,835,015.09	-\$65,517.09	101.37%
FUND 301 DEBT SERVICE FUND						
31000	General Property Taxes	\$0.00	\$0.00	-\$111.64	\$111.64	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	-\$42.76	\$42.76	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	-\$79.42	\$79.42	0.00%
31303	2001 Series A Levy	\$0.00	\$0.00	-\$16.43	\$16.43	0.00%
31304	2002 Series A Levy	\$0.00	\$0.00	-\$12.36	\$12.36	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	-\$56.91	\$56.91	0.00%
31308	2006 Series B Levy	\$0.00	\$0.00	\$401.29	-\$401.29	0.00%
31309	2006 Series C Levy	\$0.00	\$0.00	-\$38.61	\$38.61	0.00%
31310	2012 Series A Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31311	2015 GO Equip Certs 2015B	\$153,825.00	\$0.00	\$151,015.26	\$2,809.74	98.17%
31312	2017 GO Sewer Rev Imp Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31313	2018 ROADS-EST BOND LEVY	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31900	Penalties and Interest DelTax	\$0.00	\$0.00	\$271.34	-\$271.34	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

## Month-End Revenue

Current Period: DECEMBER 2018

SRC	SRC Descr	2018 Budget	DECEMBER 2018 Amt	2018 YTD Amt	2018 YTD Balance	2018 % 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

## Month-End Revenue

Current Period: DECEMBER 2018

SRC	SRC Descr	2018 Budget	DECEMBER 2018 Amt	2018 YTD Amt	2018 YTD Balance	2018 % 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	-\$460.13	\$460.13	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**  
**Month-End Revenue**  
Current Period: DECEMBER 2018

SRC	SRC Descr	2018 Budget	DECEMBER 2018 Amt	2018 YTD Amt	2018 YTD Balance	2018 % 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	\$153,825.00	\$0.00	\$150,869.63	\$2,955.37	98.08%
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	\$12,479.72	-\$1,479.72	113.45%
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	\$12,479.72	-\$1,479.72	113.45%
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

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## Month-End Revenue

Current Period: DECEMBER 2018

SRC	SRC Descr	2018 Budget	DECEMBER 2018 Amt	2018 YTD Amt	2018 YTD Balance	2018 % 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	\$12,500.00	\$0.00	\$12,301.63	\$198.37	98.41%
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%
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	\$1,575.00	-\$1,575.00	0.00%
34951	Rev Loan Principal Pymts	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36212	Restricted Interest Income	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36220	Lease Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39319	Proceeds-2004 Impr Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 502	ECONOMIC DEVELOPMENT FUND	\$12,500.00	\$0.00	\$13,876.63	-\$1,376.63	111.01%
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	\$360.97	\$337.06	-\$337.06	0.00%
36104	Penalty & Interest	\$1,000.00	-\$436.47	\$1,439.54	-\$439.54	143.95%
36200	Miscellaneous Revenues	\$1,000.00	\$0.00	\$1,593.90	-\$593.90	159.39%
36201	Misc Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$1,135.75	\$1,160.57	-\$1,160.57	0.00%
37200	User Fee	\$252,872.00	\$22,834.46	\$279,457.50	-\$26,585.50	110.51%
37250	Sewer Connection Payments	\$0.00	\$3,999.98	\$194,332.98	-\$194,332.98	0.00%
37500	Capital Contribution	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$1,559,537.00	\$0.00	\$1,500,000.00	\$59,537.00	96.18%
39204	Transfer Frm Needs Assess Fund	\$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 601	SEWER OPERATING FUND	\$1,814,409.00	\$27,894.69	\$1,978,321.55	-\$163,912.55	109.03%

**CITY OF CROSSLAKE**  
**Month-End Revenue**  
Current Period: DECEMBER 2018

SRC	SRC Descr	2018 Budget	DECEMBER 2018 Amt	2018 YTD Amt	2018 YTD Balance	2018 % 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	\$217,484.52	\$3,515.48	98.41%
31312	2017 GO Sewer Rev Imp Bonds	\$116,613.00	\$0.00	\$113,475.42	\$3,137.58	97.31%
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	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 651 SEWER RESTRICTED SINKING FU		\$339,613.00	\$0.00	\$330,959.94	\$8,653.06	97.45%
		\$7,100,845.00	\$188,955.49	\$7,321,522.56	-\$220,677.56	103.11%

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**CITY OF CROSSLAKE**  
**Month End Expenditures**  
Current Period: DECEMBER 2018

OBJ	OBJ Descr	2018 Budget	DECEMBER 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
FUND 101 GENERAL FUND						
DEPT 41110 Council						
100	Wages and Salaries Dept Head	\$27,000.00	\$2,130.00	\$25,480.00	\$1,520.00	94.37%
122	FICA	\$2,066.00	\$162.97	\$1,949.52	\$116.48	94.36%
151	Workers Comp Insurance	\$131.00	\$0.00	\$88.00	\$43.00	67.18%
208	Instruction Fees	\$1,500.00	\$225.00	\$400.00	\$1,100.00	26.67%
321	Communications-Cellular	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
331	Travel Expenses	\$1,500.00	\$0.00	\$672.10	\$827.90	44.81%
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	\$38.39	\$79.18	\$626.82	11.22%
433	Dues and Subscriptions	\$0.00	\$0.00	\$30.00	-\$30.00	0.00%
DEPT 41110 Council		\$33,053.00	\$2,556.36	\$28,698.80	\$4,354.20	86.83%
DEPT 41400 Administration						
100	Wages and Salaries Dept Head	\$94,516.00	\$7,299.98	\$94,869.74	-\$353.74	100.37%
101	Assistant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
102	Consultant	\$7,405.00	\$0.00	\$0.00	\$7,405.00	0.00%
105	Part-time	\$1,125.00	\$0.00	\$0.00	\$1,125.00	0.00%
109	Secretary/Bookkeeper	\$64,990.00	\$5,430.62	\$67,308.81	-\$2,318.81	103.57%
121	PERA	\$12,047.00	\$954.78	\$12,163.17	-\$116.17	100.96%
122	FICA	\$12,288.00	\$885.89	\$11,328.71	\$959.29	92.19%
131	Employer Paid Health	\$37,373.00	\$3,114.40	\$37,372.80	\$0.20	100.00%
132	Employer Paid Disability	\$1,392.00	\$126.43	\$1,403.57	-\$11.57	100.83%
133	Employer Paid Dental	\$2,064.00	\$172.00	\$2,064.00	\$0.00	100.00%
134	Employer Paid Life	\$134.00	\$11.20	\$134.40	-\$0.40	100.30%
136	Deferred Compensation	\$1,300.00	\$100.00	\$1,300.00	\$0.00	100.00%
151	Workers Comp Insurance	\$2,244.00	\$0.00	\$1,608.00	\$636.00	71.66%
152	Health Savings Account Contrib	\$12,000.00	\$0.00	\$12,000.00	\$0.00	100.00%
200	Office Supplies	\$1,800.00	\$46.17	\$1,391.88	\$408.12	77.33%
208	Instruction Fees	\$2,000.00	\$0.00	\$578.00	\$1,422.00	28.90%
210	Operating Supplies	\$1,500.00	\$396.86	\$1,125.63	\$374.37	75.04%
220	Repair/Maint Supply - Equip	\$3,834.00	\$281.16	\$4,594.97	-\$760.97	119.85%
301	Auditing and Acct g Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$4,000.00	\$245.93	\$2,722.25	\$1,277.75	68.06%
322	Postage	\$1,000.00	\$7.90	\$386.36	\$613.64	38.64%
331	Travel Expenses	\$1,500.00	\$0.00	\$207.10	\$1,292.90	13.81%
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	\$816.00	\$184.00	81.60%
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	\$101.50	\$866.50	-\$16.50	101.94%
443	Sales Tax	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
500	Capital Outlay	\$4,020.00	\$1,378.42	\$1,378.42	\$2,641.58	34.29%
600	Principal	\$794.00	\$137.41	\$815.95	-\$21.95	102.76%
610	Interest	\$70.00	\$6.59	\$48.05	\$21.95	68.64%
DEPT 41400 Administration		\$272,646.00	\$20,697.24	\$256,484.31	\$16,161.69	94.07%
DEPT 41410 Elections						
107	Services	\$4,500.00	\$0.00	\$3,285.00	\$1,215.00	73.00%
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	2018 Budget	DECEMBER 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
351	Legal Notices Publishing	\$75.00	\$0.00	\$29.75	\$45.25	39.67%
413	Office Equipment Rental/Repair	\$75.00	\$0.00	\$0.00	\$75.00	0.00%
430	Miscellaneous	\$131.00	\$5.04	\$658.23	-\$527.23	502.47%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41410 Elections		\$5,200.00	\$5.04	\$3,972.98	\$1,227.02	76.40%
DEPT 41600 Audit/Legal Services						
301	Auditing and Acct g Services	\$32,000.00	\$2,720.00	\$28,755.00	\$3,245.00	89.86%
304	Legal Fees (Civil)	\$7,000.00	\$450.00	\$4,800.00	\$2,200.00	68.57%
307	Legal Fees (Labor)	\$7,000.00	\$2,714.00	\$4,434.00	\$2,566.00	63.34%
DEPT 41600 Audit/Legal Services		\$46,000.00	\$5,884.00	\$37,989.00	\$8,011.00	82.58%
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	\$210.08	\$672.45	\$27.55	96.06%
208	Instruction Fees	\$600.00	\$0.00	\$0.00	\$600.00	0.00%
210	Operating Supplies	\$1,500.00	\$357.86	\$871.36	\$628.64	58.09%
212	Motor Fuels	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
220	Repair/Maint Supply - Equip	\$3,934.00	\$281.17	\$3,505.20	\$428.80	89.10%
221	Repair/Maint Vehicles 306	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
303	Engineering Fees	\$2,500.00	\$100.00	\$600.00	\$1,900.00	24.00%
304	Legal Fees (Civil)	\$5,000.00	\$150.00	\$1,605.00	\$3,395.00	32.10%
305	Legal/Eng - Developer/Criminal	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
314	Surveyor	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
320	Communications	\$3,500.00	\$221.66	\$2,201.14	\$1,298.86	62.89%
322	Postage	\$500.00	\$0.00	\$358.35	\$141.65	71.67%
331	Travel Expenses	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
332	Travel Expense- P&Z Comm	\$1,500.00	\$0.00	\$3,430.00	-\$1,930.00	228.67%
340	Advertising	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
351	Legal Notices Publishing	\$2,000.00	\$255.00	\$1,742.53	\$257.47	87.13%
352	Filing Fees	\$1,500.00	\$230.00	\$1,262.00	\$238.00	84.13%
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	\$1.00	-\$1.00	0.00%
441	Enhanced 911	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
443	Sales Tax	\$0.00	\$0.00	\$14.00	-\$14.00	0.00%
452	Refund	\$500.00	\$0.00	\$625.00	-\$125.00	125.00%
470	Consultant Fees	\$209,280.00	\$16,932.00	\$203,184.00	\$6,096.00	97.09%
500	Capital Outlay	\$4,020.00	\$0.00	\$1,552.06	\$2,467.94	38.61%

OBJ	OBJ Descr	2018 Budget	DECEMBER 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
600	Principal	\$794.00	\$137.41	\$815.95	-\$21.95	102.76%
610	Interest	\$70.00	\$6.59	\$48.05	\$21.95	68.64%
DEPT 41910 Planning and Zoning		\$243,358.00	\$18,881.77	\$222,488.09	\$20,869.91	91.42%
DEPT 41940 General Government						
131	Employer Paid Health	\$0.00	-\$39.00	-\$899.07	\$899.07	0.00%
133	Employer Paid Dental	\$125.00	\$0.00	\$207.75	-\$82.75	166.20%
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	\$323.24	\$2,126.80	\$373.20	85.07%
220	Repair/Maint Supply - Equip	\$0.00	\$0.00	\$163.30	-\$163.30	0.00%
223	Bldg Repair Suppl/Maintenance	\$4,000.00	\$412.43	\$6,795.91	-\$2,795.91	169.90%
235	Signs	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
254	Concessions - Pop	\$300.00	\$36.73	\$448.09	-\$148.09	149.36%
302	Architects Fees	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
303	Engineering Fees	\$750.00	\$0.00	\$0.00	\$750.00	0.00%
316	Security Monitoring	\$800.00	\$162.00	\$1,039.50	-\$239.50	129.94%
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	\$97.75	\$376.13	-\$126.13	150.45%
354	Ordinance Codification	\$5,000.00	\$0.00	\$2,230.62	\$2,769.38	44.61%
360	Insurance	\$26,500.00	\$0.00	\$22,945.00	\$3,555.00	86.58%
381	Electric Utilities	\$14,500.00	\$835.00	\$10,446.00	\$4,054.00	72.04%
383	Gas Utilities	\$4,500.00	\$795.42	\$3,236.08	\$1,263.92	71.91%
384	Refuse/Garbage Disposal	\$500.00	\$55.37	\$586.31	-\$86.31	117.26%
385	Sewer Utility	\$600.00	\$96.00	\$768.00	-\$168.00	128.00%
389	Generator Expense	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
405	Cleaning Services	\$9,600.00	\$627.50	\$8,410.00	\$1,190.00	87.60%
430	Miscellaneous	\$2,500.00	\$263.07	\$6,298.42	-\$3,798.42	251.94%
433	Dues and Subscriptions	\$3,500.00	\$285.00	\$5,584.65	-\$2,084.65	159.56%
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	\$157.40	\$1,087.40	\$912.60	54.37%
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	\$5,714.12	\$4,785.88	54.42%
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	\$5,200.00	-\$5,200.00	0.00%
452	Refund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
456	Fireworks	\$14,000.00	\$0.00	\$14,000.00	\$0.00	100.00%
460	Fines/Fees Reimburse	\$6,000.00	\$0.00	\$3,724.65	\$2,275.35	62.08%
470	Consultant Fees	\$15,000.00	\$0.00	\$19,520.40	-\$4,520.40	130.14%
490	Donations to Civic Org s	\$3,700.00	\$0.00	\$2,500.00	\$1,200.00	67.57%
493	Pass Thru Donations	\$0.00	\$0.00	\$11,520.00	-\$11,520.00	0.00%
500	Capital Outlay	\$185,000.00	\$0.00	\$79,707.67	\$105,292.33	43.09%
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	\$1,559,537.00	\$0.00	\$1,500,000.00	\$59,537.00	96.18%
DEPT 41940 General Government		\$1,876,412.00	\$4,107.91	\$1,715,387.73	\$161,024.27	91.42%
DEPT 42110 Police Administration						
100	Wages and Salaries Dept Head	\$81,694.00	\$6,283.70	\$81,688.10	\$5.90	99.99%
101	Assistant	\$5,000.00	\$4,429.96	\$61,420.88	-\$56,420.88	1228.42%

OBJ	OBJ Descr	2018 Budget	DECEMBER 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
103	Tech 1	\$48,253.00	\$3,520.88	\$46,131.22	\$2,121.78	95.60%
108	Tech 3	\$25,000.00	\$704.00	\$21,654.63	\$3,345.37	86.62%
110	Tech 4	\$59,913.00	\$16.00	\$522.00	\$59,391.00	0.87%
112	Tech 5	\$59,830.00	\$4,369.51	\$56,378.09	\$3,451.91	94.23%
113	Tech 6	\$61,207.00	\$4,446.53	\$56,062.09	\$5,144.91	91.59%
121	PERA	\$55,225.00	\$3,850.85	\$52,168.61	\$3,056.39	94.47%
122	FICA	\$4,943.00	\$314.32	\$4,270.35	\$672.65	86.39%
131	Employer Paid Health	\$82,224.00	\$5,918.00	\$71,016.00	\$11,208.00	86.37%
132	Employer Paid Disability	\$2,636.00	\$231.39	\$2,781.32	-\$145.32	105.51%
133	Employer Paid Dental	\$3,894.00	\$324.48	\$3,893.76	\$0.24	99.99%
134	Employer Paid Life	\$336.00	\$28.00	\$336.00	\$0.00	100.00%
136	Deferred Compensation	\$1,300.00	\$100.00	\$1,300.00	\$0.00	100.00%
140	Unemployment	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
151	Workers Comp Insurance	\$26,478.00	\$0.00	\$17,322.00	\$9,156.00	65.42%
152	Health Savings Account Contrib	\$27,000.00	\$0.00	\$24,000.00	\$3,000.00	88.89%
200	Office Supplies	\$300.00	\$16.10	\$230.13	\$69.87	76.71%
208	Instruction Fees	\$4,500.00	\$0.00	\$2,928.00	\$1,572.00	65.07%
209	Physicals	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
210	Operating Supplies	\$1,800.00	\$726.64	\$2,102.84	-\$302.84	116.82%
212	Motor Fuels	\$18,000.00	\$1,352.91	\$9,495.23	\$8,504.77	52.75%
214	Auto Expense- Squad 301	\$500.00	\$0.00	\$997.69	-\$497.69	199.54%
216	Auto Expense- Squad 305	\$1,200.00	\$125.38	\$2,469.84	-\$1,269.84	205.82%
217	Auto Expense- Squad 303	\$1,000.00	\$0.00	\$1,457.53	-\$457.53	145.75%
218	Auto Expense- Squad 302	\$1,000.00	\$133.59	\$619.76	\$380.24	61.98%
219	Auto Expense- Squad 304	\$500.00	\$93.48	\$1,694.13	-\$1,194.13	338.83%
220	Repair/Maint Supply - Equip	\$15,000.00	\$250.00	\$10,635.72	\$4,364.28	70.90%
221	Repair/Maint Vehicles 306	\$2,000.00	\$129.84	\$1,243.22	\$756.78	62.16%
258	Unif FIRE/Ted/Corey	\$675.00	\$0.00	\$338.93	\$336.07	50.21%
259	Unif Erik/Joe	\$675.00	\$41.99	\$574.89	\$100.11	85.17%
260	Unif Eric & Nate	\$675.00	\$0.00	\$524.95	\$150.05	77.77%
261	Unif Jake/TJ/Seth	\$675.00	\$312.91	\$550.19	\$124.81	81.51%
262	Unif Tony	\$0.00	\$791.08	\$791.08	-\$791.08	0.00%
264	Unif Bobby	\$675.00	\$0.00	\$630.72	\$44.28	93.44%
265	Unif & P/T Expense	\$500.00	\$0.00	\$397.93	\$102.07	79.59%
281	Tactical Team	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
282	Restitution Expenditures	\$500.00	\$0.00	\$207.00	\$293.00	41.40%
283	Forfeiture Expenditures	\$1,000.00	\$3,264.17	\$11,797.34	-\$10,797.34	1179.73%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$75.00	-\$75.00	0.00%
319	Donation Expenditures	\$0.00	\$5,075.00	\$5,075.00	-\$5,075.00	0.00%
320	Communications	\$2,800.00	\$265.40	\$2,979.07	-\$179.07	106.40%
321	Communications-Cellular	\$5,400.00	\$85.17	\$3,466.79	\$1,933.21	64.20%
322	Postage	\$200.00	\$0.00	\$39.42	\$160.58	19.71%
331	Travel Expenses	\$2,200.00	\$0.00	\$2,942.64	-\$742.64	133.76%
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$14,000.00	\$0.00	\$18,894.00	-\$4,894.00	134.96%
413	Office Equipment Rental/Repair	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
430	Miscellaneous	\$200.00	\$0.00	\$161.17	\$38.83	80.59%
433	Dues and Subscriptions	\$250.00	\$0.00	\$730.00	-\$480.00	292.00%
443	Sales Tax	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
458	Undercover Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
460	Fines/Fees Reimburse	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$4,460.00	\$280.38	\$6,926.99	-\$2,466.99	155.31%
550	Capital Outlay - Vehicles	\$50,960.00	\$0.00	\$0.00	\$50,960.00	0.00%
600	Principal	\$132.00	\$22.90	\$135.99	-\$3.99	103.02%

OBJ	OBJ Descr	2018 Budget	DECEMBER 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
610	Interest	\$12.00	\$1.10	\$8.01	\$3.99	66.75%
DEPT 42110	Police Administration	\$678,322.00	\$47,505.66	\$592,066.25	\$86,255.75	87.28%
DEPT 42280	Fire Administration					
100	Wages and Salaries Dept Head	\$6,000.00	\$500.00	\$6,000.00	\$0.00	100.00%
101	Assistant	\$1,200.00	\$100.00	\$1,200.00	\$0.00	100.00%
106	Training	\$2,100.00	\$75.00	\$900.00	\$1,200.00	42.86%
107	Services	\$71,000.00	\$6,056.50	\$75,405.00	-\$4,405.00	106.20%
122	FICA	\$6,143.00	\$514.96	\$6,388.28	-\$245.28	103.99%
151	Workers Comp Insurance	\$8,027.00	\$0.00	\$5,484.00	\$2,543.00	68.32%
200	Office Supplies	\$100.00	\$0.00	\$245.92	-\$145.92	245.92%
208	Instruction Fees	\$8,000.00	\$3,530.00	\$30,294.00	-\$22,294.00	378.68%
209	Physicals	\$3,500.00	\$0.00	\$2,823.00	\$677.00	80.66%
210	Operating Supplies	\$3,000.00	\$1,568.92	\$5,716.51	-\$2,716.51	190.55%
212	Motor Fuels	\$500.00	\$122.05	\$674.26	-\$174.26	134.85%
213	Diesel Fuel	\$2,500.00	\$75.22	\$821.76	\$1,678.24	32.87%
220	Repair/Maint Supply - Equip	\$3,000.00	\$1,338.11	\$3,243.09	-\$243.09	108.10%
221	Repair/Maint Vehicles 306	\$9,000.00	\$124.79	\$15,284.74	-\$6,284.74	169.83%
222	Tires	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$2,500.00	\$0.00	\$163.63	\$2,336.37	6.55%
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	\$577.08	\$922.92	38.47%
258	Unif FIRE/Ted/Corey	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
266	Turnout Gear	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
319	Donation Expenditures	\$0.00	\$0.00	\$8,104.31	-\$8,104.31	0.00%
320	Communications	\$2,500.00	-\$924.31	\$1,432.53	\$1,067.47	57.30%
321	Communications-Cellular	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
322	Postage	\$25.00	\$0.00	\$0.00	\$25.00	0.00%
331	Travel Expenses	\$5,000.00	\$0.00	\$5,203.54	-\$203.54	104.07%
340	Advertising	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$7,000.00	\$0.00	\$4,492.00	\$2,508.00	64.17%
430	Miscellaneous	\$150.00	\$0.00	\$95.87	\$54.13	63.91%
433	Dues and Subscriptions	\$1,500.00	\$423.00	\$1,957.30	-\$457.30	130.49%
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	\$588.06	\$911.94	39.20%
491	FDRA City Contribution	\$23,000.00	\$23,892.66	\$32,685.66	-\$9,685.66	142.11%
492	FDRA State Aid	\$38,000.00	\$38,678.35	\$38,678.35	-\$678.35	101.79%
500	Capital Outlay	\$19,000.00	\$1,503.21	\$13,024.07	\$5,975.93	68.55%
550	Capital Outlay - Vehicles	\$0.00	\$0.00	\$11,250.00	-\$11,250.00	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	\$229,045.00	\$77,578.46	\$272,732.96	-\$43,687.96	119.07%
DEPT 42500	Ambulance Services					
223	Bldg Repair Suppl/Maintenance	\$0.00	\$370.80	\$483.30	-\$483.30	0.00%
306	Ambulance Subsidy	\$0.00	\$1,100.00	\$7,700.00	-\$7,700.00	0.00%
DEPT 42500	Ambulance Services	\$0.00	\$1,470.80	\$8,183.30	-\$8,183.30	0.00%
DEPT 43000	Public Works (GENERAL)					
100	Wages and Salaries Dept Head	\$6,237.00	\$0.00	\$0.00	\$6,237.00	0.00%
103	Tech 1	\$57,244.00	\$4,370.15	\$55,788.72	\$1,455.28	97.46%



OBJ	OBJ Descr	2018 Budget	DECEMBER 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
104	Tech 2	\$57,244.00	\$4,287.56	\$52,437.19	\$4,806.81	91.60%
105	Part-time	\$0.00	\$0.00	\$380.88	-\$380.88	0.00%
108	Tech 3	\$57,244.00	\$4,057.16	\$45,719.89	\$11,524.11	79.87%
121	PERA	\$13,348.00	\$953.62	\$11,574.52	\$1,773.48	86.71%
122	FICA	\$13,615.00	\$853.66	\$10,744.11	\$2,870.89	78.91%
131	Employer Paid Health	\$44,851.00	\$4,671.60	\$46,974.40	-\$2,123.40	104.73%
132	Employer Paid Disability	\$1,198.00	\$103.56	\$1,276.01	-\$78.01	106.51%
133	Employer Paid Dental	\$2,463.00	\$258.00	\$2,597.18	-\$134.18	105.45%
134	Employer Paid Life	\$202.00	\$16.80	\$197.21	\$4.79	97.63%
136	Deferred Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
140	Unemployment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
151	Workers Comp Insurance	\$28,704.00	\$0.00	\$19,784.00	\$8,920.00	68.92%
152	Health Savings Account Contrib	\$15,000.00	\$0.00	\$16,500.00	-\$1,500.00	110.00%
200	Office Supplies	\$450.00	\$0.00	\$287.65	\$162.35	63.92%
208	Instruction Fees	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
210	Operating Supplies	\$1,200.00	\$31.49	\$1,517.44	-\$317.44	126.45%
212	Motor Fuels	\$8,000.00	\$671.34	\$6,001.43	\$1,998.57	75.02%
213	Diesel Fuel	\$15,000.00	\$335.33	\$5,147.38	\$9,852.62	34.32%
215	Shop Supplies	\$2,750.00	\$270.92	\$1,172.74	\$1,577.26	42.65%
220	Repair/Maint Supply - Equip	\$18,000.00	\$3,459.86	\$31,684.70	-\$13,684.70	176.03%
221	Repair/Maint Vehicles 306	\$15,000.00	\$0.00	\$15,153.84	-\$153.84	101.03%
222	Tires	\$1,500.00	\$0.00	\$1,298.29	\$201.71	86.55%
223	Bldg Repair Suppl/Maintenance	\$4,500.00	\$10,305.97	\$13,382.20	-\$8,882.20	297.38%
224	Street Maint Materials	\$20,000.00	\$1,400.00	\$34,872.95	-\$14,872.95	174.36%
225	New Roads Materials	\$0.00	\$0.00	\$706.50	-\$706.50	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	\$14,641.00	\$1,359.00	91.51%
235	Signs	\$3,000.00	\$99.31	\$3,762.52	-\$762.52	125.42%
240	Small Tools and Minor Equip	\$2,500.00	\$1,020.66	\$5,573.04	-\$3,073.04	222.92%
254	Concessions - Pop	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
259	Unif Erik/Joe	\$300.00	\$0.00	\$274.96	\$25.04	91.65%
260	Unif Eric & Nate	\$300.00	\$0.00	\$308.98	-\$8.98	102.99%
261	Unif Jake/TJ/Seth	\$300.00	\$128.70	\$428.70	-\$128.70	142.90%
303	Engineering Fees	\$25,000.00	\$26,642.50	\$28,061.05	-\$3,061.05	112.24%
304	Legal Fees (Civil)	\$1,000.00	\$0.00	\$150.00	\$850.00	15.00%
314	Surveyor	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
316	Security Monitoring	\$200.00	\$0.00	\$197.40	\$2.60	98.70%
320	Communications	\$1,600.00	\$110.99	\$1,300.48	\$299.52	81.28%
322	Postage	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
331	Travel Expenses	\$1,000.00	\$0.00	\$33.74	\$966.26	3.37%
340	Advertising	\$100.00	\$0.00	\$340.53	-\$240.53	340.53%
351	Legal Notices Publishing	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
360	Insurance	\$27,000.00	\$0.00	\$12,028.00	\$14,972.00	44.55%
381	Electric Utilities	\$14,000.00	\$1,250.89	\$10,732.62	\$3,267.38	76.66%
383	Gas Utilities	\$6,000.00	\$556.92	\$2,338.99	\$3,661.01	38.98%
384	Refuse/Garbage Disposal	\$1,000.00	\$68.29	\$849.03	\$150.97	84.90%
385	Sewer Utility	\$400.00	\$90.24	\$541.44	-\$141.44	135.36%
405	Cleaning Services	\$3,700.00	\$176.25	\$2,470.93	\$1,229.07	66.78%
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	\$145.00	\$736.05	\$263.95	73.61%
433	Dues and Subscriptions	\$0.00	\$0.00	\$35.00	-\$35.00	0.00%
442	Safety Prog/Equipment	\$1,000.00	\$0.00	\$2,231.35	-\$1,231.35	223.14%
443	Sales Tax	\$100.00	\$0.00	\$0.00	\$100.00	0.00%

OBJ	OBJ Descr	2018 Budget	DECEMBER 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
454	Joint Facility County Expense	\$45,000.00	\$2,403.53	\$27,619.07	\$17,380.93	61.38%
500	Capital Outlay	\$75,000.00	\$0.00	\$34,677.15	\$40,322.85	46.24%
550	Capital Outlay - Vehicles	\$0.00	\$0.00	\$35,164.85	-\$35,164.85	0.00%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
552	Capital Outlay-Land	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
581	Capital Outlay -Seal Coat	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
582	Capital Outlay - Crackfill	\$50,000.00	\$0.00	\$49,980.00	\$20.00	99.96%
583	Capital Outlay - Overlays	\$1,440,800.00	\$0.00	\$1,107,907.94	\$332,892.06	76.90%
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	\$6,780.22	\$23,030.22	-\$23,030.22	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$2,129,400.00	\$75,520.52	\$1,740,614.27	\$388,785.73	81.74%
DEPT 43100 Cemetery						
210	Operating Supplies	\$940.00	\$0.00	\$71.10	\$868.90	7.56%
220	Repair/Maint Supply - Equip	\$250.00	\$128.54	\$128.54	\$121.46	51.42%
360	Insurance	\$60.00	\$0.00	\$68.00	-\$8.00	113.33%
381	Electric Utilities	\$350.00	\$2.22	\$231.82	\$118.18	66.23%
430	Miscellaneous	\$400.00	\$260.11	\$1,260.57	-\$860.57	315.14%
452	Refund	\$0.00	\$0.00	\$1,300.00	-\$1,300.00	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	\$390.87	\$3,060.03	-\$60.03	102.00%
DEPT 45100 Park and Recreation (GENERAL)						
100	Wages and Salaries Dept Head	\$72,590.00	\$4,606.92	\$67,409.34	\$5,180.66	92.86%
101	Assistant	\$29,378.00	\$3,360.76	\$34,131.16	-\$4,753.16	116.18%
103	Tech 1	\$26,940.00	\$2,106.62	\$13,106.71	\$13,833.29	48.65%
104	Tech 2	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
105	Part-time	\$43,680.00	\$2,554.84	\$34,423.86	\$9,256.14	78.81%
108	Tech 3	\$33,675.00	\$3,288.05	\$34,497.33	-\$822.33	102.44%
121	PERA	\$15,470.00	\$1,032.56	\$10,637.16	\$4,832.84	68.76%
122	FICA	\$16,162.00	\$1,183.96	\$13,256.20	\$2,905.80	82.02%
131	Employer Paid Health	\$37,373.00	\$623.20	\$11,087.36	\$26,285.64	29.67%
132	Employer Paid Disability	\$1,565.00	\$126.35	\$1,252.56	\$312.44	80.04%
133	Employer Paid Dental	\$4,128.00	\$291.24	\$3,088.11	\$1,039.89	74.81%
134	Employer Paid Life	\$269.00	\$22.40	\$217.19	\$51.81	80.74%
136	Deferred Compensation	\$650.00	\$50.00	\$559.17	\$90.83	86.03%
140	Unemployment	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
151	Workers Comp Insurance	\$15,118.00	\$0.00	\$10,559.00	\$4,559.00	69.84%
152	Health Savings Account Contrib	\$12,000.00	\$0.00	\$3,750.00	\$8,250.00	31.25%
200	Office Supplies	\$200.00	\$33.44	\$314.17	-\$114.17	157.09%
208	Instruction Fees	\$500.00	\$0.00	\$183.00	\$317.00	36.60%
210	Operating Supplies	\$3,200.00	\$257.64	\$2,475.93	\$724.07	77.37%
212	Motor Fuels	\$2,000.00	\$179.77	\$1,085.05	\$914.95	54.25%
213	Diesel Fuel	\$1,000.00	\$156.22	\$671.81	\$328.19	67.18%
220	Repair/Maint Supply - Equip	\$3,000.00	\$573.71	\$5,855.38	-\$2,855.38	195.18%
221	Repair/Maint Vehicles 306	\$2,000.00	\$148.14	\$1,218.13	\$781.87	60.91%
223	Bldg Repair Suppl/Maintenance	\$15,000.00	\$1,116.01	\$9,986.33	\$5,013.67	66.58%
231	Chemicals	\$5,000.00	\$0.00	\$62.55	\$4,937.45	1.25%
235	Signs	\$400.00	\$0.00	\$186.20	\$213.80	46.55%
254	Concessions - Pop	\$300.00	\$0.00	\$7.98	\$292.02	2.66%

OBJ	OBJ Descr	2018 Budget	DECEMBER 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
255	Concessions - Food	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
258	Unif FIRE/Ted/Corey	\$300.00	\$69.08	\$559.98	-\$259.98	186.66%
261	Unif Jake/TJ/Seth	\$300.00	\$0.00	\$543.72	-\$243.72	181.24%
264	Unif Bobby	\$300.00	\$0.00	\$300.00	\$0.00	100.00%
303	Engineering Fees	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
304	Legal Fees (Civil)	\$5,000.00	\$0.00	\$150.00	\$4,850.00	3.00%
308	Instructors Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
309	Tennis	\$1,600.00	\$0.00	\$113.17	\$1,486.83	7.07%
310	Program Supplies	\$1,000.00	\$69.78	\$700.96	\$299.04	70.10%
311	Softball/Baseball	\$1,000.00	\$0.00	\$572.00	\$428.00	57.20%
312	Aerobic Instruction	\$0.00	\$0.00	\$392.40	-\$392.40	0.00%
315	Warm House/Garage Exp	\$1,000.00	\$63.93	\$789.59	\$210.41	78.96%
316	Security Monitoring	\$1,200.00	\$251.88	\$1,673.51	-\$473.51	139.46%
317	Soccer/Skating	\$1,500.00	\$47.16	\$1,319.89	\$180.11	87.99%
318	Garage (North)	\$3,000.00	\$74.00	\$1,848.76	\$1,151.24	61.63%
319	Donation Expenditures	\$0.00	\$0.00	\$21.40	-\$21.40	0.00%
320	Communications	\$3,500.00	\$717.34	\$4,953.95	-\$1,453.95	141.54%
322	Postage	\$150.00	\$10.00	\$46.91	\$103.09	31.27%
323	Garage (East)	\$1,500.00	\$7.84	\$565.90	\$934.10	37.73%
324	Disc Golf Expenses	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
331	Travel Expenses	\$1,000.00	\$119.91	\$932.04	\$67.96	93.20%
335	Background Checks	\$150.00	\$0.00	\$45.00	\$105.00	30.00%
340	Advertising	\$500.00	\$0.00	\$84.00	\$416.00	16.80%
351	Legal Notices Publishing	\$0.00	\$0.00	\$251.94	-\$251.94	0.00%
360	Insurance	\$15,000.00	\$0.00	\$12,083.00	\$2,917.00	80.55%
381	Electric Utilities	\$13,000.00	\$1,293.19	\$15,245.37	-\$2,245.37	117.27%
383	Gas Utilities	\$6,500.00	\$1,616.14	\$5,330.68	\$1,169.32	82.01%
384	Refuse/Garbage Disposal	\$800.00	\$75.64	\$820.02	-\$20.02	102.50%
403	Improvements Other Than Bldgs	\$3,800.00	\$2,439.83	\$2,815.91	\$984.09	74.10%
413	Office Equipment Rental/Repair	\$700.00	\$0.00	\$0.00	\$700.00	0.00%
415	Equipment Rental	\$500.00	\$0.00	\$391.00	\$109.00	78.20%
430	Miscellaneous	\$800.00	\$150.00	\$820.11	-\$20.11	102.51%
433	Dues and Subscriptions	\$500.00	\$0.00	\$1,052.00	-\$552.00	210.40%
442	Safety Prog/Equipment	\$1,500.00	\$0.00	\$1,975.29	-\$475.29	131.69%
443	Sales Tax	\$1,600.00	\$200.00	\$3,553.00	-\$1,953.00	222.06%
445	Sr Meals Expense	\$400.00	\$0.00	\$6,038.82	-\$5,638.82	1509.71%
448	Weight Room Ins Reimbur	\$150.00	\$12.75	\$172.11	-\$22.11	114.74%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
452	Refund	\$150.00	\$97.52	\$339.52	-\$189.52	226.35%
453	80 Acre Development Expense	\$1,000.00	\$0.00	\$1,920.00	-\$920.00	192.00%
457	Weight Room Expenses	\$2,000.00	\$108.86	\$812.87	\$1,187.13	40.64%
459	PAL Foundation Expenditures	\$3,000.00	\$2,000.00	\$4,705.56	-\$1,705.56	156.85%
461	Silver Sneakers	\$6,500.00	\$832.00	\$9,854.00	-\$3,354.00	151.60%
481	Park Master Plan	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$93,000.00	\$6,633.44	\$64,947.78	\$28,052.22	69.84%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
552	Capital Outlay-Land	\$0.00	\$0.00	\$91,451.60	-\$91,451.60	0.00%
553	Capital Outlay - Other	\$0.00	\$90.00	\$2,620.50	-\$2,620.50	0.00%
557	Capital Outlay - Tennis Courts	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$1,250.00	\$104.14	\$1,249.68	\$0.32	99.97%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 45100 Park and Recreation (GENERA		\$531,848.00	\$38,796.26	\$504,085.62	\$27,762.38	94.78%
DEPT 45500 Library						
101	Assistant	\$33,675.00	\$0.00	\$7,945.87	\$25,729.13	23.60%
121	PERA	\$2,526.00	\$0.00	\$595.95	\$1,930.05	23.59%

OBJ	OBJ Descr	2018 Budget	DECEMBER 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
122	FICA	\$2,576.00	\$0.00	\$497.87	\$2,078.13	19.33%
131	Employer Paid Health	\$18,686.00	\$0.00	\$5,450.20	\$13,235.80	29.17%
132	Employer Paid Disability	\$289.00	\$0.00	\$134.66	\$154.34	46.60%
133	Employer Paid Dental	\$1,032.00	\$0.00	\$301.00	\$731.00	29.17%
134	Employer Paid Life	\$67.00	\$0.00	\$16.80	\$50.20	25.07%
135	Employer Paid Other	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
140	Unemployment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
151	Workers Comp Insurance	\$350.00	\$0.00	\$0.00	\$350.00	0.00%
152	Health Savings Account Contrib	\$6,000.00	\$0.00	\$5,250.00	\$750.00	87.50%
201	Library Operating Supplies	\$2,000.00	\$217.02	\$2,605.78	-\$605.78	130.29%
202	Library Subscriptions	\$500.00	\$215.65	\$689.37	-\$189.37	137.87%
203	Library Books	\$5,000.00	\$170.04	\$3,053.37	\$1,946.63	61.07%
204	Children s Program Expense	\$150.00	\$0.00	\$409.04	-\$259.04	272.69%
205	Library Luncheon Expense	\$0.00	\$0.00	\$556.43	-\$556.43	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	\$62.07	\$725.11	\$274.89	72.51%
322	Postage	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
335	Background Checks	\$0.00	\$15.00	\$15.00	-\$15.00	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	\$117.21	\$587.06	\$412.94	58.71%
443	Sales Tax	\$100.00	\$2.00	\$253.00	-\$153.00	253.00%
452	Refund	\$50.00	\$18.22	\$18.22	\$31.78	36.44%
459	PAL Foundation Expenditures	\$250.00	\$0.00	\$2,341.41	-\$2,091.41	936.56%
500	Capital Outlay	\$3,165.00	\$267.28	\$1,494.58	\$1,670.42	47.22%
600	Principal	\$1,250.00	\$104.14	\$1,249.68	\$0.32	99.97%
DEPT 45500 Library		\$80,216.00	\$1,188.63	\$34,190.40	\$46,025.60	42.62%
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	\$23,453.00	\$0.00	\$23,452.50	\$0.50	100.00%
620	Fiscal Agent s Fees	\$300.00	\$0.00	\$609.50	-\$309.50	203.17%
DEPT 47014 2012 Series A		\$213,753.00	\$0.00	\$214,062.00	-\$309.00	100.14%
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	\$2,437.00	\$29,200.00	\$3,140.00	90.29%
388	Recycling Expenses	\$400.00	\$50.00	\$306.00	\$94.00	76.50%
430	Miscellaneous	\$3,240.00	\$258.00	\$3,140.00	\$100.00	96.91%
DEPT 48000 Recycling		\$35,980.00	\$2,745.00	\$32,646.00	\$3,334.00	90.73%
FUND 101 GENERAL FUND		\$6,378,233.00	\$297,328.52	\$5,666,661.74	\$711,571.26	88.84%

OBJ	OBJ Descr	2018 Budget	DECEMBER 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
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%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2018 Budget	DECEMBER 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
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	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47014 2012 Series A		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47015 47015 Series 2015B						
600	Principal	\$138,000.00	\$0.00	\$138,000.00	\$0.00	100.00%
610	Interest	\$8,500.00	\$0.00	\$8,500.00	\$0.00	100.00%
620	Fiscal Agent s Fees	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
DEPT 47015 47015 Series 2015B		\$146,800.00	\$0.00	\$146,500.00	\$300.00	99.80%
FUND 301 DEBT SERVICE FUND		\$149,300.00	\$0.00	\$146,500.00	\$2,800.00	98.12%
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						
351	Legal Notices Publishing	\$650.00	\$0.00	\$59.50	\$590.50	9.15%

OBJ	OBJ Descr	2018 Budget	DECEMBER 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
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	\$10,200.00	\$5,615.87	\$11,231.74	-\$1,031.74	110.12%
650	Administrative Costs	\$650.00	\$0.00	\$100.00	\$550.00	15.38%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46000 Tax Increment Financing		\$11,500.00	\$5,615.87	\$11,391.24	\$108.76	99.05%
DEPT 46001 TIF 1-9 MidWest Asst Living						
646	TaxIncrement 9-C&J Dev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46001 TIF 1-9 MidWest Asst Living		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 405 TAX INCREMENT FINANCE PROJEC		\$11,500.00	\$5,615.87	\$11,391.24	\$108.76	99.05%
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%
FUND 414 SUNRISE ISLAND BRIDGE PROJECT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%



OBJ	OBJ Descr	2018 Budget	DECEMBER 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
FUND 415 AMBULANCE PROJECT						
DEPT 43000 Public Works (GENERAL)						
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 415 AMBULANCE PROJECT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 420 LIBRARY PROJECT						
DEPT 45500 Library						
302	Architects Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 45500 Library		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 420 LIBRARY PROJECT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 432 SEWER PROJECT						
DEPT 43200 Sewer						
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
443	Sales Tax	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 Sewer		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 49300 Other Finanacing Uses						
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 49300 Other Finanacing Uses		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 432 SEWER PROJECT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 463 BRITA LN/PINE VIEW LN						
DEPT 43000 Public Works (GENERAL)						
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 463 BRITA LN/PINE VIEW LN		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 502 ECONOMIC DEVELOPMENT FUND						
DEPT 41940 General Government						
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41940 General Government		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46500 Economic Develop mt (GENERAL)						
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$72.00	-\$72.00	0.00%
493	Pass Thru Donations	\$0.00	\$0.00	\$1,250.00	-\$1,250.00	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2018 Budget	DECEMBER 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46500 Economic Develop mt (GENER		\$0.00	\$0.00	\$1,322.00	-\$1,322.00	0.00%
DEPT 47000 Emer Svcs Ctr Refunding 2004						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
616	Bond Discount	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47000 Emer Svcs Ctr Refunding 200		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47009 2003 Joint Facility						
430	Miscellaneous	\$12,500.00	\$3,750.00	\$7,500.00	\$5,000.00	60.00%
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		\$12,500.00	\$3,750.00	\$7,500.00	\$5,000.00	60.00%
FUND 502 ECONOMIC DEVELOPMENT FUND		\$12,500.00	\$3,750.00	\$8,822.00	\$3,678.00	70.58%
FUND 503 EDA (REVOLVING LOAN)						
DEPT 46500 Economic Develop mt (GENERAL)						
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$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	\$73,421.00	\$6,059.84	\$79,623.70	-\$6,202.70	108.45%
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	\$5,507.00	\$454.48	\$5,861.73	-\$354.73	106.44%
122	FICA	\$5,617.00	\$409.74	\$5,092.88	\$524.12	90.67%
131	Employer Paid Health	\$18,686.00	\$1,557.20	\$18,556.64	\$129.36	99.31%
132	Employer Paid Disability	\$718.00	\$61.66	\$739.92	-\$21.92	103.05%
133	Employer Paid Dental	\$1,032.00	\$86.00	\$1,024.83	\$7.17	99.31%
134	Employer Paid Life	\$67.00	\$5.60	\$67.20	-\$0.20	100.30%
136	Deferred Compensation	\$650.00	\$50.00	\$640.83	\$9.17	98.59%
151	Workers Comp Insurance	\$6,010.00	\$0.00	\$4,136.00	\$1,874.00	68.82%
152	Health Savings Account Contrib	\$6,000.00	\$0.00	\$6,000.00	\$0.00	100.00%
200	Office Supplies	\$250.00	\$0.00	\$566.73	-\$316.73	226.69%
208	Instruction Fees	\$2,500.00	\$0.00	\$2,240.00	\$260.00	89.60%
210	Operating Supplies	\$3,500.00	\$194.96	\$3,691.40	-\$191.40	105.47%
212	Motor Fuels	\$2,000.00	\$0.00	\$31.32	\$1,968.68	1.57%
213	Diesel Fuel	\$500.00	\$822.00	\$1,775.12	-\$1,275.12	355.02%
220	Repair/Maint Supply - Equip	\$10,000.00	\$10,583.55	\$23,881.90	-\$13,881.90	238.82%
221	Repair/Maint Vehicles 306	\$1,500.00	\$915.54	\$1,298.06	\$201.94	86.54%
222	Tires	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$4,000.00	\$2,169.71	\$21,237.14	-\$17,237.14	530.93%
229	Oper/Maint - Lift Station	\$12,000.00	\$252.09	\$3,233.41	\$8,766.59	26.95%
230	Repair/Maint - Collection Syst	\$7,000.00	\$325.00	\$10,080.67	-\$3,080.67	144.01%
231	Chemicals	\$18,000.00	\$3,635.41	\$15,063.01	\$2,936.99	83.68%

OBJ	OBJ Descr	2018 Budget	DECEMBER 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
258	Unif FIRE/Ted/Corey	\$300.00	\$0.00	\$300.00	\$0.00	100.00%
303	Engineering Fees	\$1,000.00	\$0.00	\$3,016.50	-\$2,016.50	301.65%
304	Legal Fees (Civil)	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
320	Communications	\$600.00	\$163.07	\$2,072.64	-\$1,472.64	345.44%
321	Communications-Cellular	\$1,600.00	\$0.00	\$1,198.27	\$401.73	74.89%
322	Postage	\$800.00	\$0.00	\$650.67	\$149.33	81.33%
331	Travel Expenses	\$2,500.00	\$0.00	\$3,676.78	-\$1,176.78	147.07%
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$200.00	\$0.00	\$325.13	-\$125.13	162.57%
360	Insurance	\$8,000.00	\$0.00	\$7,853.00	\$147.00	98.16%
381	Electric Utilities	\$27,000.00	\$3,143.72	\$28,429.65	-\$1,429.65	105.30%
383	Gas Utilities	\$3,000.00	\$695.46	\$2,541.89	\$458.11	84.73%
384	Refuse/Garbage Disposal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
406	Lab Testing	\$15,000.00	\$1,570.70	\$9,951.38	\$5,048.62	66.34%
407	Sludge Disposal	\$20,000.00	\$306.00	\$19,906.00	\$94.00	99.53%
420	Depreciation Expense	\$200,000.00	\$0.00	\$0.00	\$200,000.00	0.00%
430	Miscellaneous	\$100.00	\$0.00	\$15.00	\$85.00	15.00%
433	Dues and Subscriptions	\$300.00	\$0.00	\$1,001.15	-\$701.15	333.72%
442	Safety Prog/Equipment	\$1,500.00	\$36.37	\$233.27	\$1,266.73	15.55%
443	Sales Tax	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
450	Permits	\$2,000.00	\$0.00	\$1,450.00	\$550.00	72.50%
452	Refund	\$100.00	\$0.00	\$1,104.00	-\$1,004.00	1104.00%
500	Capital Outlay	\$1,550,000.00	\$9,091.53	\$1,933,778.67	-\$383,778.67	124.76%
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		\$2,014,408.00	\$42,589.63	\$2,222,346.49	-\$207,938.49	110.32%
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		\$2,014,408.00	\$42,589.63	\$2,222,346.49	-\$207,938.49	110.32%
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	\$20.00	-\$20.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 Sewer		\$0.00	\$0.00	\$20.00	-\$20.00	0.00%
DEPT 47007 2003 Series A Disposal						

OBJ	OBJ Descr	2018 Budget	DECEMBER 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
600	Principal	\$175,000.00	\$0.00	\$175,000.00	\$0.00	100.00%
610	Interest	\$23,606.00	\$0.00	\$27,655.00	-\$4,049.00	117.15%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$750.00	\$0.00	\$635.50	\$114.50	84.73%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal		\$199,356.00	\$0.00	\$203,290.50	-\$3,934.50	101.97%
DEPT 47008 2003 Series B Sewer						
452	Refund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$100,000.00	\$0.00	\$0.00	\$100,000.00	0.00%
610	Interest	\$11,060.00	\$0.00	\$11,753.33	-\$693.33	106.27%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47008 2003 Series B Sewer		\$111,060.00	\$0.00	\$11,753.33	\$99,306.67	10.58%
FUND 651 SEWER RESTRICTED SINKING FUN		\$310,416.00	\$0.00	\$215,063.83	\$95,352.17	69.28%
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%
		\$8,876,357.00	\$349,284.02	\$8,270,785.30	\$605,571.70	93.18%

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City of Crosslake - Preliminary 12/31/2018 Preliminary Budget to Actual Analysis (Remove Debt Service, Capital Outlay and Operating Transfers)					
Description	2018 Budget	31-Dec	2018 YTD Amount	2018 YTD Balance	2018 %YTD Budget
<b>Total Expense (From Month End Report For December 31, 2018)</b>	<b>\$ 8,876,357</b>	<b>\$ 349,284</b>	<b>\$ 8,270,785</b>	<b>\$ 605,572</b>	<b>93.18%</b>
<b>Adjustments:</b>					
<u>Less: All DS Issues</u>					
(101-41400-600) Administration: Copier Lease	(864)	(144)	(864)	0	100.00%
(101-41910-600) Planning and Zoning: Copier Lease	(864)	(144)	(864)	(0)	100.00%
(101-42110-600) Police: Copier Lease	(144)	(24)	(144)	0	100.00%
(101-45100-600) Parks and Rec.: Copier Lease	(1,250)	(104)	(1,250)	(0)	99.97%
(101-45500-600) Library: Copier Lease	(1,250)	(104)	(1,250)	(0)	99.97%
(101-47014-600) 2012 Series A - Principal	(190,000)	0	(190,000)	0	100.00%
(101-47014-610) 2012 Series A - Interest	(23,453)	0	(23,453)	(1)	100.00%
(101-47014-620) 2012 Series A - Fiscal Agent Fees	(300)	0	(610)	310	0.00%
(301-47015-600) 2015 Series B - Principal	(138,000)	0	(138,000)	0	100.00%
(301-47015-610) 2015 Series B - Interest	(8,500)	0	(8,500)	0	100.00%
(301-47015-620) 2015 Series B - Fiscal Agent Fees	(300)	0	0	(300)	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)	(175,000)	0	(175,000)	0	100.00%
(651-47007-610) 2012 Series A Disposal -Interest	(23,606)	0	(27,655)	4,049	117.15%
(651-47007-620) 2012 Series A Disposal - Fiscal Agent Fees	(750)	0	(636)	(115)	84.73%
(651-47008-600) 2017 Series A Disposal Bonds	(100,000)	0	0	(100,000)	0.00%
(651-47008-610) 2017 Series A Disposal Bonds	(11,060)	0	(11,753)	693	106.27%
<b>Total Debt Service</b>	<b>(677,841)</b>	<b>(520)</b>	<b>(579,977)</b>	<b>(97,864)</b>	<b>85.56%</b>
<u>Less - All Capital Outlay Accounts:</u>					
(101-41400-500) Administration	(4,020)	(1,378)	(1,378)	(2,642)	34.29%
(101-41910-500) Planning and Zoning	(4,020)	0	(1,552)	(2,468)	38.61%
(101-41940-500) General Government Capital Outlay	(185,000)	0	(79,708)	(105,292)	43.09%
(101-42110-500) Police Administration Capital Outlay	(4,460)	(280)	(6,927)	2,467	155.31%
(101-42110-550) Police Administration Capital Outlay - Vehicles	(50,960)	0	0	(50,960)	0.00%
(101-42280-500) Fire Administration - Capital Outlay	(19,000)	(1,513)	(13,024)	(5,976)	68.55%
(101-42280-550) Fire Administration - Capital Outlay - Vehicles	0	0	(11,250)	11,250	0.00%
(101-43000-500) Public Works - Capital Outlay	(1,565,800)	0	(1,227,730)	(338,070)	78.41%
(101-43100-500) Cemetery - Capital Outlay	(1,000)	0	0	(1,000)	0.00%
(101-45100-500) Parks and Recreation - Capital Outlay	(93,000)	(6,723)	(159,020)	66,020	170.99%
(101-45500-500) Library	(3,165)	(267)	(1,495)	(1,670)	0.00%
(601-43200-500) Sewer - Capital Outlay	(1,550,000)	(9,092)	(1,933,779)	383,779	124.76%
<b>Total Capital Outlay</b>	<b>(3,480,425)</b>	<b>(19,254)</b>	<b>(3,435,862)</b>	<b>(44,563)</b>	<b>98.72%</b>
<u>Less: Other Items:</u>					
Operating Transfers (General Fund to Sewer Fund)	(1,559,537)	0	(1,500,000)	(59,537)	96.18%
<b>Total Operating Transfers Between Funds</b>	<b>(1,559,537)</b>	<b>0</b>	<b>(1,500,000)</b>	<b>(59,537)</b>	<b>96.18%</b>
<u>Less: Depreciation/Amortization</u>					
(601) Depreciation	(200,000)	0	0	(200,000)	0.00%
<b>Adjusted Expenditures</b>	<b>\$ 2,958,554</b>	<b>\$ 329,509</b>	<b>\$ 2,754,946</b>	<b>\$ 203,608</b>	<b>93.12%</b>
<b>Linear Assumption (12 Month/12 Months) = 100.00%</b>					
	<b>100.00%</b>	<b>\$ 8,876,357</b>			<b>-6.88%</b>

City of Crosslake  
December 31, 2018

Depository	Percent of Total Bank Balance	Bank Balance	Less: Insurance FDIC/NCUA	Deposits Requiring Collateral	Amount of Collateral Required (110% of Deposits Requiring Collateral)		Market Value of Collateral Provided	Sufficient (Insufficient) Collateral Coverage	Collateral Description	Expiration Date
4M PMA Fixed Rate(Terms@ CD's)	94.7%	\$ 4,238,883	\$ 4,238,883	0	0	\$ 0	\$ 0	0		N/A
Frandsen Bank and Trust	5.3%	\$ 238,263	\$ 250,000	0	0	\$ 0	\$ 1,012,853	1,012,853	3132J4FG9 FHLMC POOL G30866, 4.00	4/1/2034
Totals	100.0%	\$ 4,477,146		\$ -	0	\$ 0	\$ 1,012,853	\$ 1,012,853		

C. 7.



C. 8.  
CONNECTING & INNOVATING  
SINCE 1913

December 12, 2018

Dear Member,

We are pleased to enclose a check for your share of the \$2.7 million dividend the League of Minnesota Cities Insurance Trust (the Trust) is returning to members of the property/casualty program for 2018. Also included is a summary of the data used to calculate your specific city's dividend and your dividend history. Your insurance agent will receive a copy of this information, and we encourage you to share it with your city council or other governing body.

This year's dividend was primarily determined based on all Trust members' recent claim experience. During 2017 and 2018, property claims were higher than anticipated, largely because of a few large fire losses and several weather-related events. The Trust sets premium levels to prepare for years in which claims exceed projections, as happened in 2018, and then returns unneeded funds to our members. This year, we evaluated loss patterns and determined a \$2.7 million dividend could be returned to members while maintaining appropriate rate stability going forward.

The formula for calculating dividends is designed to return proportionally larger amounts to members that have been with LMCIT longer and that have been most successful in avoiding and controlling losses. Your share was determined based on your gross earned premiums and total adjusted losses for the past 20 years, as shown on the enclosed graphs and charts. As you review it, keep these definitions in mind:

- *Gross Earned Premium:* This is your total of all earned premiums for the past 20 years as of May 31.
- *Adjusted Loss:* This is your claim costs for the past 20 years, minus applicable deductibles, and after capping each individual large claim. Individual claims are capped at the lesser of \$200,000 or 200 percent of your annual premium for the year of the loss to mitigate the impact of a catastrophic claim.

The goal of the Trust is to manage *risk* – in other words, uncertainty. Because it is impossible to know precisely what claims will occur or how much they will cost, it's impossible to guarantee a dividend in any given year, and the amounts will vary in years when they are paid. That's why the efforts you've made to avoid losses are so important to you and all the members of the Trust.



We remain committed to working with you to minimize claims, keep premium rates stable, and return unneeded funds to members when possible. Since 1987, we have returned nearly \$330 million to members in dividends.

Thank you for your continued participation in the Trust. Feel free to contact Laura Honeck, Trust Operations Manager, at [lhoneck@lmc.org](mailto:lhoneck@lmc.org) or 651-281-1280 if you have any questions or need additional information.

Sincerely,

Your Board of Trustees

Jake Benson, Councilmember, Proctor

Dave Callister, Manager, Plymouth

Clint Gridley, Administrator, Woodbury

D. Love, Councilmember, Centerville

Dave Unmacht, Executive Director, League of Minnesota Cities

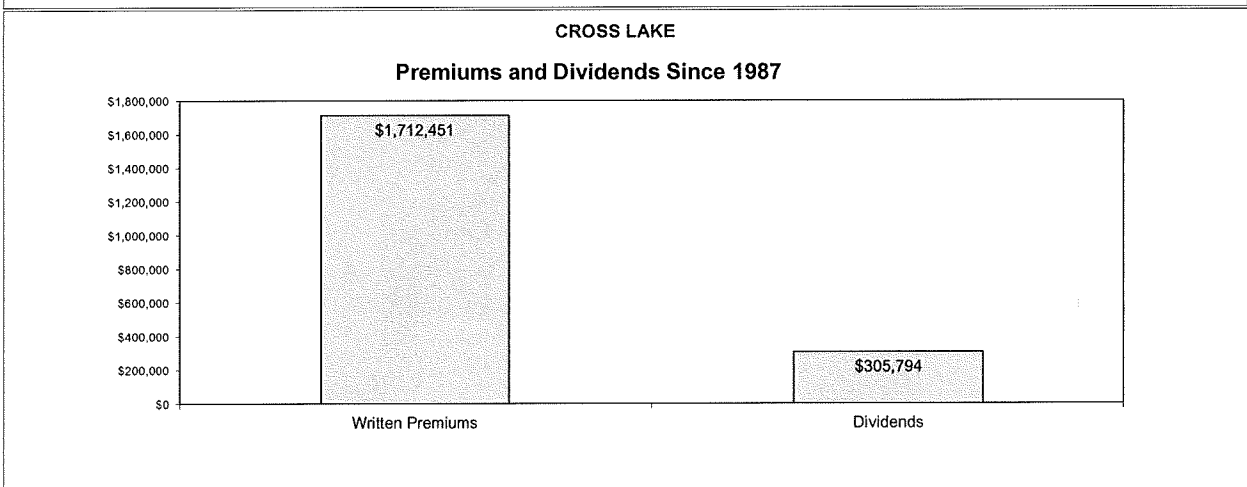
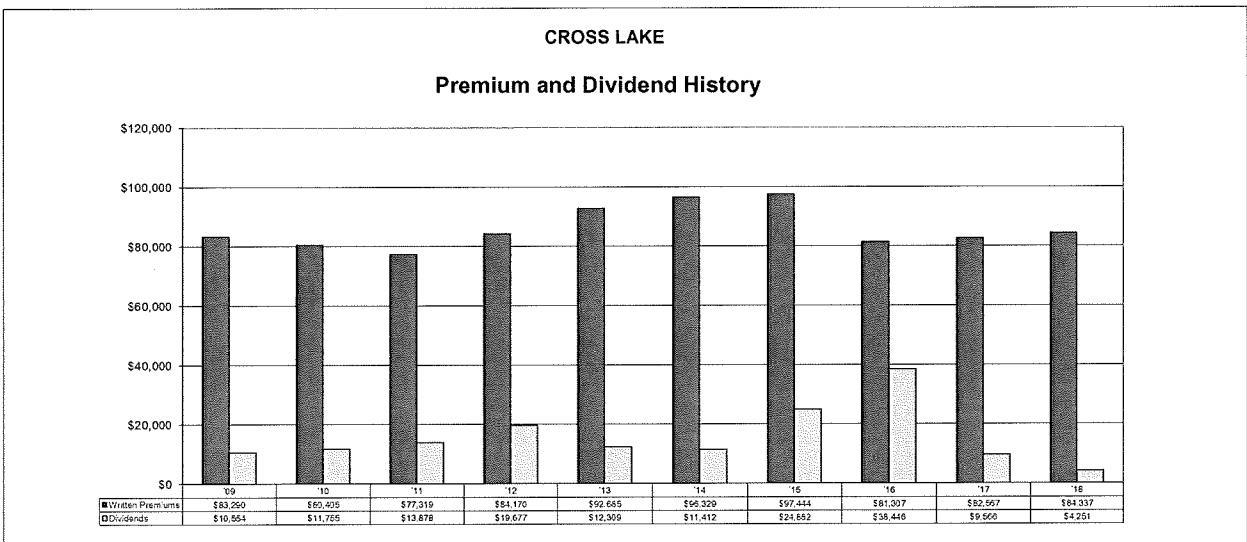
Alison Zelms, Deputy City Manager, Mankato

**LEAGUE OF MINNESOTA CITIES INSURANCE TRUST**  
**PROPERTY/CASUALTY**  
**2018 DIVIDEND CALCULATION**  
**AT MAY 31, 2018**

**Crosslake Insurance Agency**  
13683 County Road 103  
Crosslake MN 56442-2755

**Crosslake**  
37028 County Road 66  
Crosslake, MN 56442-2528

<b>GROSS EARNED PREMIUM</b>	<b>\$1,371,480</b>
<b>ADJUSTED LOSSES</b>	<b>\$337,355</b>
<b>MEMBERS DIVIDEND PERCENTAGE</b>	<b>0.00157456692</b>
<b>DIVIDEND AMOUNT</b>	<b>\$4,251</b>



The "gross earned premium" figure is the member's total earned premiums as of May 31, 2018 for the past 20 years. This is the premium figure that's used in the dividend calculation.  
The "2018 written premium" figure is the member's total premium for the member's most recent renewal prior to May 31, 2018 (for most members, only a portion of that 2018 written premium would be earned as of May 31, 2018).



145 UNIVERSITY AVE. WEST  
ST. PAUL, MN 55103-2044  
651/281-1200

WWW.LMC.ORG

us bank.

NO. 175174

DATE

AMOUNT

December 10, 2018

\$4,251.00

PAY

\*\*\* Four Thousand Two Hundred Fifty One and 00/100

US Dollar

TO THE  
ORDER  
OF

City of Crosslake

37028 County Road 66  
Crosslake, MN 56442-2528

⑈ 175174 ⑈ ⑆091000022⑆ 104755879665⑈

Check 175174 Date of check 12/10/2018

Vendor : 100176, City of Crosslake  
Invoice number Invoice date Payment amount

2018 PC Dividen 12/1/2018 4,251.00

Total

4,251.00



2200 IDS Center  
80 South 8th Street,  
Minneapolis, MN 55402  
OFC 612-977-8400  
FAX 612-977-8650  
URL Briggs.com

C. H. d.

January 2, 2019

**Daniel F. Burns**  
(612) 977-8511  
dburns@briggs.com

Mike Lyonais  
Administrator  
City of Crosslake  
37028 County Road 66  
Crosslake, MN 56442-2528

Dear Mike:

Greetings, and happy new year! I hope you had a wonderful holiday season. I am writing for two purposes: First, to introduce myself, and second, to provide a pre-filled form updating your Blanket Letter of Representation ("BLOR") for the Depository Trust Company ("DTC").

I started here at Briggs in July, after Mary Ippel and Catherine Courtney asked me to join their Public Finance group. With a background in advising government entities, and a primary focus in public finance, it has been a seamless transition. My wife, two kids, and I live in St. Paul. If you'd like to read more about my background, visit our website at [www.briggs.com](http://www.briggs.com) and look for my profile in the "Attorneys" section.

Now for the exciting stuff! DTC regularly acts as a book-entry Depository for government bonds that your entity issues. In the bond sale resolutions that we draft for you, we discuss DTC's role under the subsection "Book Entry Only System." DTC first required government issuers back in the 1990s to have a signed BLOR on file that it could use for all bond issuances going forward. DTC has now announced that those letters are outdated, and is requiring all government issuers to supply new ones before any new issuances. Due to this new requirement by DTC, we are taking the proactive step to prefill, and subsequently file, the new DTC BLOR for your convenience. Enclosed with this letter is your entity's form. Please have your authorized officer sign and date the form, then scan and e-mail the executed BLOR to my e-mail address: [dburns@briggs.com](mailto:dburns@briggs.com). We will take care of the rest. Feel free to contact me if you have any questions.

Mary, Catherine, and I look forward to working with you on your future bond issuances and other economic development projects.

Sincerely,

A handwritten signature in blue ink, appearing to read 'D. Burns', written over a horizontal line.

Daniel F. Burns

# The Depository Trust Company

A subsidiary of the Depository Trust & Clearing Corporation

## BLANKET ISSUER LETTER OF REPRESENTATIONS

(To be completed by Issuer and Co-Issuer(s), if applicable)

City of Crosslake, Minnesota

(Name of Issuer and Co-Issuer(s), if applicable)

(Date)

### The Depository Trust Company

18301 Bermuda Green Drive

Tampa, FL 33647

Attention: Underwriting Department

Ladies and Gentlemen:

This letter sets forth our understanding with respect to all issues (the "Securities") that Issuer shall request to be made eligible for deposit by The Depository Trust Company ("DTC").

Issuer is: **(Note: Issuer shall represent one and cross out the other.)**

[incorporated in] [formed under the laws of] State of Minnesota.

To induce DTC to accept the Securities as eligible for deposit at DTC, and to act in accordance with DTC's Rules with respect to the Securities, Issuer represents to DTC that issuer will comply with the requirements stated in DTC's Operational Arrangements, as they may be amended from time to time.

Very truly yours,

#### Note:

Schedule A contains statements that DTC believes accurately describe DTC, the method of effecting book-entry transfers of securities distributed through DTC, and certain related matters.

City of Crosslake, Minnesota

(Issuer)

By: \_\_\_\_\_

(Authorized Officer's Signature)

(Print Name)

37028 County Road 66

(Street Address)

Crosslake, MN United States 56442-2528

(City)

(State)

(County)

(Zip Code)

(218) 692-2688

(Phone Number)

cityclerk@crosslake.net

(E-mail Address)

**DTCC**

BLOR 06-2013

**SAMPLE OFFERING DOCUMENT LANGUAGE**  
**DESCRIBING BOOK-ENTRY-ONLY ISSUANCE**

(Prepared by DTC--bracketed material may be applicable only to certain issues)

1. The Depository Trust Company ("DTC"), New York, NY, will act as securities depository for the securities (the "Securities"). The Securities will be issued as fully-registered securities registered in the name of Cede & Co. (DTC's partnership nominee) or such other name as may be requested by an authorized representative of DTC. One fully-registered Security certificate will be issued for [each issue of] the Securities, [each] in the aggregate principal amount of such issue, and will be deposited with DTC. [If, however, the aggregate principal amount of [any] issue exceeds \$500 million, one certificate will be issued with respect to each \$500 million of principal amount, and an additional certificate will be issued with respect to any remaining principal amount of such issue.]

2. DTC, the world's largest securities depository, is a limited-purpose trust company organized under the New York Banking Law, a "banking organization" within the meaning of the New York Banking Law, a member of the Federal Reserve System, a "clearing corporation" within the meaning of the New York Uniform Commercial Code, and a "clearing agency" registered pursuant to the provisions of Section 17A of the Securities Exchange Act of 1934. DTC holds and provides asset servicing for over 3.5 million issues of U.S. and non-U.S. equity issues, corporate and municipal debt issues, and money market instruments (from over 100 countries) that DTC's participants ("Direct Participants") deposit with DTC. DTC also facilitates the post-trade settlement among Direct Participants of sales and other securities transactions in deposited securities, through electronic computerized book-entry transfers and pledges between Direct Participants' accounts. This eliminates the need for physical movement of securities certificates. Direct Participants include both U.S. and non-U.S. securities brokers and dealers, banks, trust companies, clearing corporations, and certain other organizations. DTC is a wholly-owned subsidiary of The Depository Trust & Clearing Corporation ("DTCC"). DTCC is the holding company for DTC, National Securities Clearing Corporation and Fixed Income Clearing Corporation, all of which are registered clearing agencies. DTCC is owned by the users of its regulated subsidiaries. Access to the DTC system is also available to others such as both U.S. and non-U.S. securities brokers and dealers, banks, trust companies, and clearing corporations that clear through or maintain a custodial relationship with a Direct Participant, either directly or indirectly ("Indirect Participants"). DTC has a Standard & Poor's rating of AA+. The DTC Rules applicable to its Participants are on file with the Securities and Exchange Commission. More information about DTC can be found at [www.dtcc.com](http://www.dtcc.com).

3. Purchases of Securities under the DTC system must be made by or through Direct Participants, which will receive a credit for the Securities on DTC's records. The ownership interest of each actual purchaser of each Security ("Beneficial Owner") is in turn to be recorded on the Direct and Indirect Participants' records. Beneficial Owners will not receive written confirmation from DTC of their purchase. Beneficial Owners are, however, expected to receive written confirmations providing details of the transaction, as well as periodic statements of their holdings, from the Direct or Indirect Participant through which the Beneficial Owner entered into the transaction. Transfers of ownership interests in the Securities are to be accomplished by entries made on the books of Direct and Indirect Participants acting on behalf of Beneficial Owners. Beneficial Owners will not receive certificates representing their ownership interests in Securities, except in the event that use of the book-entry system for the Securities is discontinued.

4. To facilitate subsequent transfers, all Securities deposited by Direct Participants with DTC are registered in the name of DTC's partnership nominee, Cede & Co., or such other name as may be requested by an authorized representative of DTC. The deposit of Securities with DTC and their registration in the name of Cede & Co. or such other DTC nominee do not effect any change in beneficial ownership. DTC has no knowledge of the actual Beneficial Owners of the Securities; DTC's records reflect only the identity of the Direct Participants to whose accounts such Securities are credited, which may or may not be the Beneficial Owners. The Direct and Indirect Participants will remain responsible for keeping account of their holdings on behalf of their customers.

## SCHEDULE A

(To Blanket Issuer Letter of Representations)

5. Conveyance of notices and other communications by DTC to Direct Participants, by Direct Participants to Indirect Participants, and by Direct Participants and Indirect Participants to Beneficial Owners will be governed by arrangements among them, subject to any statutory or regulatory requirements as may be in effect from time to time. [Beneficial Owners of Securities may wish to take certain steps to augment the transmission to them of notices of significant events with respect to the Securities, such as redemptions, tenders, defaults, and proposed amendments to the Security documents. For example, Beneficial Owners of Securities may wish to ascertain that the nominee holding the Securities for their benefit has agreed to obtain and transmit notices to Beneficial Owners. In the alternative, Beneficial Owners may wish to provide their names and addresses to the registrar and request that copies of notices be provided directly to them.]

[6. Redemption notices shall be sent to DTC. If less than all of the Securities within an issue are being redeemed, DTC's practice is to determine by lot the amount of the interest of each Direct Participant in such issue to be redeemed.]

7. Neither DTC nor Cede & Co. (nor any other DTC nominee) will consent or vote with respect to Securities unless authorized by a Direct Participant in accordance with DTC's MMI Procedures. Under its usual procedures, DTC mails an Omnibus Proxy to Issuer as soon as possible after the record date. The Omnibus Proxy assigns Cede & Co.'s consenting or voting rights to those Direct Participants to whose accounts Securities are credited on the record date (identified in a listing attached to the Omnibus Proxy).

8. Redemption proceeds, distributions, and dividend payments on the Securities will be made to Cede & Co., or such other nominee as may be requested by an authorized representative of DTC. DTC's practice is to credit Direct Participants' accounts upon DTC's receipt of funds and corresponding detail information from Issuer or Agent, on payable date in accordance with their respective holdings shown on DTC's records. Payments by Participants to Beneficial Owners will be governed by standing instructions and customary practices, as is the case with securities held for the accounts of customers in bearer form or registered in "street name," and will be the responsibility of such Participant and not of DTC, Agent, or Issuer, subject to any statutory or regulatory requirements as may be in effect from time to time. Payment of redemption proceeds, distributions, and dividend payments to Cede & Co. (or such other nominee as may be requested by an authorized representative of DTC) is the responsibility of Issuer or Agent, disbursement of such payments to Direct Participants will be the responsibility of DTC, and disbursement of such payments to the Beneficial Owners will be the responsibility of Direct and Indirect Participants.

[9. A Beneficial Owner shall give notice to elect to have its Securities purchased or tendered, through its Participant, to [Tender/Remarketing] Agent, and shall effect delivery of such Securities by causing the Direct Participant to transfer the Participant's interest in the Securities, on DTC's records, to [Tender/Remarketing] Agent. The requirement for physical delivery of Securities in connection with an optional tender or a mandatory purchase will be deemed satisfied when the ownership rights in the Securities are transferred by Direct Participants on DTC's records and followed by a book-entry credit of tendered Securities to [Tender/Remarketing] Agent's DTC account.]

10. DTC may discontinue providing its services as depository with respect to the Securities at any time by giving reasonable notice to Issuer or Agent. Under such circumstances, in the event that a successor depository is not obtained, Security certificates are required to be printed and delivered.

11. Issuer may decide to discontinue use of the system of book-entry-only transfers through DTC (or a successor securities depository). In that event, Security certificates will be printed and delivered to DTC.

12. The information in this section concerning DTC and DTC's book-entry system has been obtained from sources that Issuer believes to be reliable, but Issuer takes no responsibility for the accuracy thereof.

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# CROSSLAKE POLICE DEPARTMENT

## MONTHLY REPORT

December

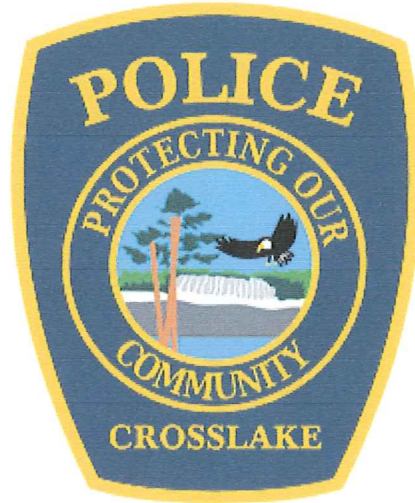
2018



**Crosslake Police Department  
Monthly Report  
December 2018**

911 Hangup	2
Agency Assist	22
Alarm	17
Animal Complaint	6
Burglary	1
Damage To Property	1
Death	1
Disturbance	3
Driving Complaint	1
Drug Information	1
Ems	13
Gas Leak	1
Gun Permits	4
Harass Comm	2
Housewatch	2
Information	7
Lost Property	2
Motorist Assist	1
Noise Complaint	1
Open Door	1
Other	1
Parking Complaint	2
Property Damage Acc	3
Public Assist	3
Shooting Complaint	1
Suicidal Person	1
Suspicious Activity	2
Suspicious Person	2
Suspicious Vehicle	1
Theft	2
Traffic Arrest	1
Traffic Citations	6

Traffic Warnings	38
Trespass	1
Warrant Service Atmpt	1
Welfare Check	4
<b>Total</b>	<b>158</b>



# CROSSLAKE POLICE DEPARTMENT

## MISSION TOWNSHIP MONTHLY REPORT

December

2018

**Crosslake Police Department  
Mission Township Monthly Report  
December 2018**

Agency Assist	1
Alarm	2
Housewatch	3
Property Damage Acc	3
Scam/Con	1
Suspicious Vehicle	2
Traffic Citations	10
Traffic Warnings	29
<b>Total</b>	<b>51</b>

C.  
17.



# CROSSLAKE POLICE DEPARTMENT

ANNUAL REPORT  
2018

# **Crosslake Police Department**

## **Annual Report**

### **2018**

911 Hangup	8
Abandoned Vehicle	1
Agency Assist	243
Alarm	259
Animal Bite	2
Animal Complaint	56
Assault	2
Attempt To Locate	1
ATV	6
Burglary	6
Burglary In Prog	2
Burning Complaint	7
Child Maltreatment	1
Civil Problem	19
Compliance Check	1
Counterfeit	2
Criminal Sexual Cond	1
Damage To Property	14
Death	2
Disturbance	26
Dog Ordinance	1
Domestic	9
Driving Complaint	33
Drug Information	2
Drug Possession	1
Ems	247
Escort	4
Extra Patrol	5
Fight	4
Fire	13
Fireworks	7
Fleeing	2

Forgery	1
Found Property	11
Fraud	2
Garbage Dumping	6
Gas Leak	6
Gun Permits	14
Harass Comm	6
Hazard In Road	23
Housewatch	13
HRO Violation	1
Information	97
Intoxicated Person	7
Licensing	2
Lost Property	10
Missing Persons	4
Motorist Assist	13
Noise Complaint	13
Open Door	5
Other	3
Parking Complaint	25
Party Complaint	1
Personal In Accident	4
Probation Violation	1
Property Damage Acc	41
Prowler	2
Public Assist	54
Scam/Con	9
Shooting Complaint	10
Snowmobile	3
Stalled Vehicle	1
Stolen Recovered	2
Suicidal Person	7
Suspicious Activity	27
Suspicious Person	16
Suspicious Vehicle	28
Theft	26
Threats	3

Traffic Arrest	13
Traffic Citations	58
Traffic Warnings	497
Trespass	6
Vehicle Off Road	3
Victim Notification	2
Vulnerable Adult	2
Warrant Service Atmpt	6
Welfare Check	41

**Total      2112**

**2018 Crosslake Annual Calls 2112**

**2017 Crosslake Annual Calls 2304**

**2018 Mission Annual Calls 676**

**2017 Mission Annual Calls 633**

**2018 Combined Annual Calls 2788**

**2017 Combined Annual Calls 2937**



C.18.



# CROSSLAKE POLICE DEPARTMENT

MISSION TOWNSHIP  
ANNUAL REPORT

2018

**Crosslake Police Department  
Mission Township Annual Report  
2018**

Agency Assist	30
Alarm	8
Animal Complaint	4
Attempt To Locate	1
Burglary	2
Damage To Property	1
Domestic	1
Driving Complaint	7
Drug Information	1
Ems	10
Extra Patrol	3
Fire	3
Found Property	2
Hazard In Road	5
Housewatch	6
Information	4
Lost Property	1
Motorist Assist	5
Open Door	1
Personal In Accident	1
Property Damage Acc	8
Public Assist	1
Scam/Con	3
Stalled Vehicle	1
Suspicious Activity	2
Suspicious Person	2
Suspicious Vehicle	10
Theft	3
Threats	1
Traffic Arrest	5
Traffic Citations	100
Traffic Warnings	436

Trespass	2
Vehicle Off Road	1
Warrant Service	1
Warrant Service Atmpt	2
Welfare Check	2

<b>Total</b>	<b>676</b>
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**2017 Total 633**

**2016 Total 433**



# Crosslake Fire Department

Date: December 2018

C.19.

## Incidents

Description of Incident	Calls	YTD	2017
<b>3 - Rescue &amp; Emergency Medical Services</b>			
311 - Medical Assist - Assist EMS Crew	12	269	258
300 - Rescue, EMS Incident	1	5	1
322 - Motor Vehicle Accident with Injuries		5	7
324 - Motor Vehicle Accident with No Injuries		1	1
340 - Search for Lost Person		5	2
362 - Ice Rescue			
326 - Snowmobile Accident With Injuries			
<b>Total:</b>	<b>13</b>	<b>285</b>	<b>269</b>
<b>1 - Fire</b>			
111 - Building Fire		3	4
111 - Building Fire (Mutual Aid)		5	2
114 - Chimney Fire			
112/118/113 - Fire Other		2	3
143 - Grass Fire/Wildland Fire		4	4
131 - Automobile Fire		2	1
<b>Total:</b>	<b>0</b>	<b>16</b>	<b>14</b>
<b>4 - Hazardous Condition (No Fire)</b>			
411 - Gasoline or other Flammable Liquid Spill		1	1
412 - Gas Leak (Natural Gas or LPG)	1	7	4
444 - Power Line Down/Trees on Road			2
<b>Total Hazardous Condition:</b>	<b>1</b>	<b>8</b>	<b>7</b>
<b>5 - Service Call</b>			
531 - Smoke or Odor Removal		1	
571 - Cover Assignment, Standby		2	
561 - Unauthorized Burning			2
<b>Total:</b>	<b>0</b>	<b>3</b>	<b>2</b>
<b>6 - Good Intent Call</b>			
611 - Dispatched and Cancelled en route	2	18	9
600 - Good Intent Call	1	5	1
609 - Smoke scare, Odor of smoke		2	3
<b>Total:</b>	<b>3</b>	<b>25</b>	<b>13</b>
<b>7 - False Alarm &amp; False Call</b>			
743 - Smoke Detector Activation - No Fire	1	7	14
746 - Carbon Monoxide Detector Activation - No CO	1	4	1
731 - Sprinkler Activation due to Malfunction		1	
<b>Total:</b>	<b>2</b>	<b>12</b>	<b>15</b>
<b>8 - Severe Weather &amp; Natural Disaster</b>			
815 - Severe Weather Standby		1	1
<b>Total:</b>	<b>0</b>	<b>1</b>	<b>1</b>
<b>Total Incidents:</b>	<b>19</b>	<b>350</b>	<b>321</b>

**NORTH AMBULANCE  
CROSSLAKE**

**DECEMBER 2018 RUN REPORT**

**TOTAL CALLOUTS:** **41**  
NIGHT: 11 DAY: 30

No Loads: 02  
Cancels: 09  
Fire Standbys: 00  
Police Standbys: 00  
Transported Patients: 30

CROSSLAKE: 21 (1 No Load, 6 Cancel)  
BREEZY POINT: 05 (1 Cancel)  
IDEAL: 00  
MISSION: 01  
FIFTY LAKES: 04  
MANHATTAN BEACH: 00  
CENTER: 00  
TIMOTHY: 00

**MUTUAL AID TO:**

PINE RIVER: 08 (1 No Load, 2 Cancel)  
BRAINERD: 02

BLS TRANSFERS: 00  
ALS TRANSFERS: 00

**ALS INTERCEPTS (ADVANCED LIFE SUPPORT):**

BRAINERD: 00  
PINE RIVER: 00  
AIRCARE: 00

C.  
21.

## MONTHLY PLANNING & ZONING STATISTICS - CROSSLAKE

PERMITS	December-2018	Year-to-Date 2018	December-2017	Year-to-Date 2017
New Construction (Dwellings)	2	37	0	47
Septic - New	0	23	0	40
Septic Upgrades	1	22	0	26
Porch / Deck	6	69	1	50
Additions	1	24	1	24
Landscape Alterations	0	36	2	60
Access. Structures	0	34	0	38
Demo/Move	0	16	0	21
Signs	0	4	0	3
Fences	0	6	0	9
E911 Addresses Assigned	2	34	0	38
<b>Total Permits</b>	<b>12</b>	<b>305</b>	<b>4</b>	<b>356</b>

ENFORCEMENT / COMPLAINTS	Year-to-Date 2018	Year-to-Date Closed	Year-to-Date Open	Year-to-Date % Closed
Enforcement	6	6	0	100.00%

CUSTOMER SERVICE STATISTICS	December-2018	Year-to-Date 2018	December-2017	Year-to-Date 2017
Counter Visits	21	872	32	979
Phone Calls	85	1720	64	1674
Email	44	675	20	530
<b>Total</b>	<b>150</b>	<b>3267</b>	<b>116</b>	<b>3183</b>

Call For Service	0	72	1	74
Shoreland Rapid Assessment Completed (Buffer)	1	25	0	26
Stormwater Plans Submitted	3	67	1	74
Site Visits	12	442	4	540

COMPLIANCE SEPTIC STATISTICS	Year-To-Date Received 2018	Year-To-Date Failed 2018	Year-To-Date Received 2017	Year-To-Date Failed 2017
Septic Compliance Inspections	149	4	169	9
Passing Septic Compliance Percentage		97.3%		94.7%

PUBLIC HEARINGS	December-2018	Year-to-Date 2018	December-2017	Year-to-Date 2017
DRT	1	28	3	28
Variance	2	21	1	20
CUP/IUP	0	4	0	5
Land Use Map Amendments	0	0	0	0
Subdivisions (Metes & Bounds; Preliminary; Final)	2	7	0	5
Consolidations/Lot Line Adjustments	1	6	0	3





C. 22.

## STATED MINUTES

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

November 20, 2018  
9:00 A.M.

Crosslake City Hall  
37028 County Road 66  
Crosslake, MN 56442

1. Present: Chair Aaron Herzog; Vice-Chair Matt Kuker; Mark Wessels; Joel Knippel; Mark Lindner; Alternate Bill Schiltz; and Liaison Council Member Dave Nevin
2. Absent: None
3. Staff: Jacob Frie, Environmental Services Supervisor and Cheryl Stuckmayer, Customer Service Specialist
4. 10-26-18 Minutes & Findings – **Motion by Lindner; supported by Kuker to approve the minutes & findings as written. All members voting “Aye”, Motion carried.**
5. Agenda amendment; Island View Association Inc application withdrawn – **Motion to accept by Knippel; supported by Schiltz. All members voting “Aye”, Motion carried.**
6. Old Business
  - 6.1 Island View Association Inc – Variance for controlled accesses, lot sizes, lot widths, building envelopes, type I septic systems and septic site suitabilities (**WITHDRAWN**)
7. New Business
  - 7.1 Ulring Family Real Estate Trust (Joel) – After the fact (ATF) variance for a road right-of-way
  - 7.2 Ulring Family Real Estate Trust (Joel) –Variance for a road right-of-way
  - 7.3 David Nevin - Metes & bounds subdivision
8. Other Business
  - 7.1 Staff Report
9. Open Forum
10. Adjournment

**ULRING FAMILY REAL ESTATE TRUST  
141340000020009, 141340000030009, 141340000040009,  
141340000050009**

Herzog announced the after-the-fact variance request and invited Ullring, the applicant/owner to the podium. Kolstad read the after-the-fact variance request, project details, no comments received, minimal impervious, city sewer hooked up, history of obtaining a permit for the accessory structure, survey for consolidation of 4 lots by the owner revealed the setback error, wetland fill permit, history of the parcel and the surrounding parcel history into the record. Lindner stated the visibility is good and is not effected by the structure location. Kuker asked for clarification of the accessory structure permit approval with Kolstad explaining the permit procedure and new equipment acquired since that approval. Herzog asked if any of the commissioners had additional questions, but none were forthcoming. Herzog opened the public hearing with no response, therefore the public hearing was closed. Herzog requested Kolstad to initiate the findings of fact procedure with the board members deliberating and responding to each question.

**November 20, 2018 Action:**

**Motion by Lindner; supported by Knippel to approve the after-the-fact variance for:**

- **Road Right-of-Way setback of 25.95 feet where 35 feet is required to a structure**

**To allow:**

- **784 square foot garage**

**Per the findings of fact as discussed, the on-site conducted on 11-19-18 and as shown on the certificate of survey received at the Planning & Zoning office dated 9-10-18 for property located 35256 Riverwood Trail, Sec 21, City of Crosslake**

**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 11-20-20**

**Findings: See attached**

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



**ULRING FAMILY REAL ESTATE TRUST  
141340000020009, 141340000030009, 141340000040009,  
141340000050009**

Herzog announced the variance request and invited Ullring, the applicant/owner to the podium. Kolstad read the variance request, project details, no comments received, minimal impervious, city sewer hooked up, survey for consolidation of 4 lots by the owner revealed the setback error, wetland permit obtained, history of the parcel and the surrounding parcel history into the record. Nevin asked for clarification on the 10x60 area marked, as observed at the on-site, with Ullring stating it is the fill area for the addition to the accessory structure. Herzog opened the public hearing with no response, therefore the public hearing was closed. Kuker asked if the city road authority had any comments concerning the second access; no comments were received. Herzog requested Kolstad to initiate the findings of fact procedure with the board members deliberating and responding to each question.

**November 20, 2018 Action:**

**Motion by Kuker; supported by Lindner to approve the variance for:**

- **Road Right-of-Way setback of 28.19 feet where 35 feet is required to a structure**

**To construct:**

- **896 square foot addition to existing garage**

**Per the findings of fact as discussed, the on-site conducted on 11-19-18 and as shown on the certificate of survey received at the Planning & Zoning office dated 9-10-18 for property located 35256 Riverwood Trail, Sec 21, City of Crosslake**

**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 11-20-20**

1. **Work with the staff to review, alter and implement as needed the submitted stormwater plan in accordance with the City of Crosslake land use ordinance**

**Findings: See attached**

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

**David M Nevin  
120102200000009**

Herzog announced the metes & bounds subdivision request and invited Nevin, the applicant/owner to the podium. Kolstad read the metes & bounds request, subdivision details which meets & exceeds requirements, no comments received, proposed easement for the north parcel, two site suitabilities per new parcel, history of the parcel and the surrounding parcel history into the record. A site suitability requirement discussion was held with Nevin and the commissioners. Herzog opened and closed the public hearing due to no response. Herzog asked if any of the commissioners had additional questions, but none were forthcoming. Herzog requested Kolstad to initiate the findings of fact procedure with the board members deliberating and responding to each question.

**November 20, 2018 Action:**

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

- **To subdivide parcel #120102200000009 involving 20.18 acres into 2 tracts**

**Per the findings of fact as discussed, the on-sites conducted on 11-19-18 and as shown on the certificate of survey received at the Planning & Zoning office dated 10-17-18 for property located at 37990 White Pine Trail, Crosslake, MN 56442**

**Conditions:**

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

- 1. Park dedication fee submitted to Planning & Zoning office prior to City Council meeting**
- 2. Proposed easement on the survey dated 10-17-18 to be legally recorded**

**Findings: See attached**

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

**Other Business:**

1. Staff report
  - a. Monthly city council report
  - b. Development Review Team (DRT) had eight (8) November monthly meetings
  - c. December 7<sup>th</sup> one (1) special public hearing application
  - d. December 28<sup>th</sup> is the regular monthly public hearing
  - e. Kolstad was contacted about a sixty (60) unit work force housing/apartment complex, possible location between Andy's and Reed's

**Open Forum:**

1. Survey
  - a. Scenarios of why or why not a survey is needed
  - b. The value of a survey for the city and parcel owners
2. Research the possibility of a waiver signed by owners indicating that they take the responsibility to mark their property lines; report back to commissioners at a future public hearing
3. Island View Association controlled access lot request and how it pertains to the ordinance

**Matters not on the Agenda:**

1. There were no matters not on the agenda

**Motion by Knippel; supported by Herzog to adjourn at 10:30 A.M.**

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

Respectfully yours,

*Cheryl Stuckmayer*

Cheryl Stuckmayer  
Customer Service Specialist



C. 23.

## STATED MINUTES

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

December 7, 2018  
10:00 A.M.

Crosslake City Hall  
37028 County Road 66  
Crosslake, MN 56442

1. Present: Chair Aaron Herzog; Mark Wessels; Joel Knippel; Mark Lindner; Alternate Bill Schiltz; and Liaison Council Member Dave Nevin
2. Absent: Matt Kuker
3. Staff: Jacob Frie, Environmental Services Supervisor; Jon Kolstad, Environmental Services Specialist and Cheryl Stuckmayer, Customer Service Specialist
4. 11-20-18 Minutes & Findings – **Motion by Lindner; supported by Knippel to approve the minutes & findings as written. All members voting “Aye”, Motion carried.**
5. Old Business
  - 5.1 None
6. New Business
  - 6.1 Ronald J & Lori G Lee – Variance for a bluff setback
7. Other Business
  - 7.1 Staff Report
8. Open Forum
9. Adjournment

**Ronald J & Lori G Lee  
142090020060009**

Herzog announced the variance request and invited Johnson of Miller Construction, Inc, the applicant's builder and representative to the podium. Kolstad read the variance request, project details, no comments received, slight impervious increase, history of the parcel and the surrounding parcel history into the record. Herzog asked Johnson if he had any additional information he would like to add to Kolstad's statement. Johnson stated the project details and square foot requested. Nevin questioned the angle of the bluff setback line, with Kolstad explaining the proposed deck location and the existing versus the proposed new deck setback. Nevin brought up some history of the past variance requests concerning bluff setbacks, with a discussion following on that subject. The deck details were discussed by the commissioners, the city council liaison, staff and the owner's representative, Johnson. Lindner wanted clarification on the stormwater plan with Johnson stating the details of the plan that was submitted with the application. On-site, December 7, 2018 showed the line of site with the neighboring structures were relatively the same. Herzog opened the public hearing. Lowe, adjoining north property line owner, stated that the runoff is not an issue with the sandy type ground in the area and that he was in favor of the project, as it would be good for the neighborhood. Herzog closed the public hearing. Herzog asked if any of the commissioners had additional questions, but none were forthcoming. Herzog requested Kolstad to initiate the findings of fact procedure with the board members deliberating and responding to each question.

**December 7, 2018 Action:**

**Motion by Schiltz; supported by Lindner to approve the Variance for:**

- **Bluff setback of 3.7 feet where 30 feet is required to proposed structure additions**

**To construct:**

- **168 square foot dwelling addition where 103.5 square feet are within the bluff setback**
- **108 square foot deck addition**

**Per the findings of fact as discussed, at the on-site conducted on 12-7-18 and as shown on the Certificate of Survey received at the Planning & Zoning office dated 11-12-18 located at 12509 White Island Drive, 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 12-7-20.**

- 1. Level off and remove the drainage trench area along the south property line.**

**Findings: See attached**

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

**Other Business:**

1. Staff report
  - a. Monthly city council report to be handed out at the 12-28-18 regular meeting
  - b. Development Review Team (DRT) has 1 December monthly meeting scheduled
  - c. 4 additional December public hearing application(s)
    - 2 Variance Applications
    - 1 Metes & Bounds Application
    - 1 Preliminary Plat Application
  - d. Frie inquired as to the possible interest in having a training session involving the subject of “good findings” in early 2019 presented by an attorney; commissioners were in favor
  - e. Results of the research pertaining to property line marking are as follows:

**Discussion between Frie & Person -**

1.) Person feels at a minimum we do need to add additional language to the first-page of permits that includes at least a disclaimer statement, mentioning that *staff field review does not substitute for a valid survey by a licensed surveyor*, etc... Person indicated that he could potentially craft this language, and that this likely wouldn't need an ordinance change because it would be standard legal verbiage for land use permits like this.

2.) Person feels that we should also look at either

- a.) having staff have the administrative authority to mandate a survey where they feel it's necessary [in all other cases not require it...], or the reverse,
  - b.) having all permits require a survey UNLESS staff administratively feels it does NOT need one.
- Kolstad did provide feedback to Person indicating that based on the number of overall permits approved in the last 3 years and how many times this has been an issue, that staff would prefer to go with option “a” as this appears to be more of the exception rather than the rule.

**Land Use Permits Issued by Year\***

2015	2016	2017	2018
169	187	217	163

**\*NOTE:** To date, Staff only recalls two permits that were issued that it was later determined that the setbacks were not met and the property owner had to come in for an After-the-Fact Variance.

3.) Person asked if Kolstad could do research in the ordinance to see if we already have something in there that allows staff to require a survey upon request from staff. If it's not in the ordinance, then we could not put a statement about that on the permit language unless it's a provision in the ordinance (i.e., an ordinance revision would be necessary).

**Current Ordinance Language:**

**Article 3, Section 26-68 Application for a Permit, (5) Certificate of Survey States:**

*The Administrator may require a certificate of survey with any permit application required by this Chapter, including variance, land use reclassification, and conditional use permit applications, upon a determination by the Administrator that such a survey will assist in achieving the purposes of this Chapter.*

**Property Line Verification**

Staff suggested adding the following to the first page of the Land Use and Shoreland Alterations permits:

**Existing language:**

**Land Use Permit** = 2. All corners of the proposed structure(s) need to be staked with visible flags, ribbon, or lathes prior to onsite inspection by the City of Crosslake.

**Shoreland Alt Permit** = 2. All corners of the proposed structure(s) or shoreland/land alteration area need to be staked with visible flags, ribbon, or lathes prior to onsite inspection by the City of Crosslake.

**Change to:**

**Land Use Permit** = 2. All corners of the proposed structure(s) **and property lines** need to be staked with visible flags, ribbon, or lathes prior to onsite inspection by the City of Crosslake.

**Shoreland Alt Permit** = 2. All corners of the proposed structure(s) or shoreland/land alteration area **and property lines** need to be staked with visible flags, ribbon, or lathes prior to onsite inspection by the City of Crosslake.

**Also Add** a standard statement to the first page of permits that includes a standard disclaimer as crafted by Person concerning field reviews and surveys. This will include at least two pieces of information:

- A.) That a field review does not substitute or represent as “legal” a valid survey by a licensed surveyor
- B.) That as per Article 3, section 26-68, the Administrator may require a certificate of survey with any permit application

A discussion was held on the need of a survey for every permit or leave it as the ordinance currently states in Article 3, section 26-68 (above B.) Kolstad stated that 2 in the past 5 years had an error in over/builder staking the property to create an after-the-fact variance. Lindner felt the current ordinance covered the issue. Commissioners and staff discussed the need for surveys pertaining to over the counter permits of a full survey versus a partial survey for the area develop/proposed project location.

Commissioners agreed both options A.) & B.) stated above should be enacted on the over the counter permits with a **motion by Wessels; supported by Lindner; all members voting “Aye”; motion carried.**

**Open Forum:**

- 1. None

**Matters not on the Agenda:**

- 1. There were no matters not on the agenda

**Motion by Knippel; supported by Wessels to adjourn at 10:50 A.M.**

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

Respectfully yours,

*Cheryl Stuckmayer*

Cheryl Stuckmayer  
Customer Service Specialist

# Crosslake Roll-Off & Recycling Services

December 2018

	Mixed Paper	Aluminum	Tin	Glass	Plastic	Metal	Cardboar	Electro	Total lbs	2000#	Total Tons
January	7180	0	0	7060	2080	0	3160	0	19480	2000	9.74
February	0	0	0	0	1500	0	3000	0	4500	2000	2.25
March	8780	860	1020	6820	2040	42000	7240	0	68760	2000	34.38
April	9740	0	2000	6900	2540	0	5100	0	26280	2000	13.14
May	6960	1845	0	5000	3260	20240	12180	0	49485	2000	24.7425
June	8040	405	2380	12240	4840	12420	11168	0	51493	2000	25.7465
July	13880	2780	1840	19120	8360	20220	16180	0	82380	2000	41.19
August	6660	900	0	13580	4400	20720	27540	0	73800	2000	36.9
September	7020	1595	2000	13740	3000	26020	23940	0	77315	2000	38.6575
October	7200	960	0	6720	3560	0	16420	32	34892	2000	17.446
November	8540	805	1960	6360	2860	20620	18380	0	59525	2000	29.7625
December	0	0	0	0	1280	0	11880	0	13160	2000	6.58
											741
TOTAL IBS	84000	10150	11200	97540	39720	162240	156188	32			
2000#	2000	2000	2000	2000	2000	2000	2000	2000			
TOTAL TONS	42	5.075	5.6	48.77	19.86	81.12	78.094	0.016			

Tires 0

C.24.



# SCORE REPORT FORM

Mo./Yr.

**November 2018**

**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)**

**8,467**

Corrugated Cardboard

**1,493**

Newspaper

-

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

**6,974**

**Metal: Appliances, misc...**

**Commingled Materials: (includes)**

**14,891**

%

lbs

5% Metals- Aluminum Cans 745

21% Tin Cans 3127

61% Glass- 9084

Clear bottles

Green bottles

brown bottles

10% Plastic - #1 & #2 bottles 1489

3% Rejects 447

100% 14891

**Total LBS.**

**23,358**

**0**

**Total Tons**

**11.68**

**0**

## OUT OF COUNTY Waste Disposal

Final Destination:

**N/A**

Disposal Site Permit # :

Tons Delivered:

**NONE**

Total Number of

Households

Served this Month

**1039**

	Trash		Recycling		56,721	121,110
	Accounts	Rate	Accounts	%	Paper	Commingle
BRD	2846	74%	2107	43%	24,410	52,120
BAX	1750	88%	1539	31%	17,830	38,070
B.P.	607	73%	441	9%	5,109	10,909
P.L.	270	77%	207	4%	2,398	5,120
C.L.	1039	58%	602	12%	6,974	14,891
C TWNSP	0	0%	0	0%	4,012	1,230
NIS	85	0%	0	0%	-	-
	<b>6597</b>	<b>74%</b>	<b>4896</b>	<b>100%</b>		

C. 26.

**RETRO ACTIVE BILLS FOR APPROVAL**  
**December 11, 2018-December 31, 2018**

VENDORS	DEPT		AMOUNT
Ace Hardware, cable ties, christmas lights	PW	pd 12-31	98.42
Ace Hardware, hose shut off	Park	pd 12-31	4.99
Ace Hardware, nozzle	Park	pd 12-31	12.99
Ace Hardware, warming house locks	Park	pd 12-31	47.16
Ace Hardware, air filters	Park	pd 12-31	9.98
Ace Hardware, door knob	Park	pd 12-31	29.98
Ace Hardware, hose	PW	pd 12-31	34.58
Ace Hardware, shovel, antifreeze, hardware	PW	pd 12-31	105.68
Ace Hardware, warming house supplies	Park	pd 12-31	42.34
Ace Hardware, hardware	Park	pd 12-31	11.37
Ace Hardware, spring	Park	pd 12-31	15.99
Ace Hardware, keys	Police	pd 12-31	31.90
Ace Hardware, coal	PW	pd 12-31	9.88
Ace Hardware, coal, lighter fluid	PW	pd 12-31	13.87
Ace Hardware, pvc	Sewer	pd 12-31	8.45
Ace Hardware, hardware	PW	pd 12-31	13.47
Ace Hardware, drill bit	Park	pd 12-31	22.98
Ace Hardware, drill bits	Park	pd 12-31	54.99
Ace Hardware, bolts	Park	pd 12-31	1.00
Ace Hardware, spray paint	Park	pd 12-31	4.59
Ace Hardware, sand paper	Park	pd 12-31	11.78
Ace Hardware, washer	Park	pd 12-31	0.79
Ace Hardware, antifreeze	PW	pd 12-31	14.34
Ace Hardware, brad nailer kit, nails	PW	pd 12-31	142.76
Ace Hardware, caulk	Park	pd 12-31	7.99
Ace Hardware, pvc elbow	PW	pd 12-31	11.90
Ace Hardware, electrical supplies for trailer	PW	pd 12-31	42.04
Ace Hardware, tape	Park	pd 12-31	0.49
Ace Hardware, trailer repair	PW	pd 12-31	23.34
Ace Hardware, trufuel	PW	pd 12-31	47.98
Ace Hardware, sump pump	Sewer	pd 12-31	129.99
Ace Hardware, hardware	Fire	pd 12-31	77.43
Ace Hardware, coax	Gov't	pd 12-31	32.99
Ace Hardware, lights, wiring	Fire	pd 12-31	98.42
Ace Hardware, tie downs, hardware	Fire	pd 12-31	47.36
Ace Hardware, air wrench, socket set	PW	pd 12-31	229.57
American Door Works, door repair	Sewer	pd 12-31	235.56
AW Research, water testing	Sewer	pd 12-17	237.60
AW Research, water testing	Sewer	pd 12-28	118.80
AW Research, water testing	Sewer	pd 12-31	237.60
Baker & Taylor, books	Library	pd 12-28	118.80
BCA, background checks	Library	pd 12-17	15.00
Birchdale Fire & Security, dvr repair	Park	pd 12-18	97.50
Bolton & Menk, property review	PZ	pd 12-17	100.00
Briggs, bond issuance	Gov't	pd 12-28	6,030.22

Build All Lumber, handyman form	PW	pd 12-18	33.15
Char Nelson, reimburse for supplies	Gov't	pd 12-12	30.33
City of Crosslake, sewer utilities	PW/Gov't	pd 12-28	144.00
Crosslake Firefighters Relief Assn, 2018 city contribution	Fire	pd 12-27	23,166.66
Crosslake Sheetmetal, replace ignitor	Gov't	pd 12-31	243.00
Crow Wing County Recorder, filing fees	PZ	pd 12-17	230.00
Crow Wing Power, electric services	ALL	pd 12-19	8,171.73
CTC IT, november 2018 it services	ALL	pd 12-17	900.00
Fastenal, rod, eye sling	PW	pd 12-27	118.33
Fire Instruction & Rescue, cpr/aed	Fire	pd 12-12	1,430.00
Fire Instruction & Rescue, confined space rescue	Fire	pd 12-12	1,200.00
First Systems Technology, meter	Sewer	pd 12-17	2,025.00
Forum Communications, legal publications	PZ	pd 12-12	63.75
Hawkins, chemicals	Sewer	pd 12-19	1,355.57
Holiday, fuel	Fire	pd 12-17	75.57
Holiday, propane	PW	pd 12-18	60.11
IP Networks, firewall maintenance	Park	pd 12-27	95.00
J&J Medical, cpr pads	Fire	pd 12-31	575.00
Johnson, Killen, Seiler, labor attorney fees	Gov't	pd 12-19	2,262.50
Kerif Night Vision, thermal imagers	Police	pd 12-27	8,250.00
Mastercard, Active911, software renewal	Fire	pd 12-28	448.02
Mastercard, Amazon, coveralls	PW	pd 12-28	128.70
Mastercard, Amazon, lampholder guard	Park	pd 12-28	25.68
Mastercard, Amazon, monitoring smart device	Park	pd 12-28	332.21
Mastercard, Amazon, cable	Park	pd 12-28	31.12
Mastercard, Amazon, wide angle webcam	Gov't	pd 12-28	53.68
Mastercard, Amazon, ink cartridge	Police	pd 12-28	16.10
Mastercard, Best Buy, tv	Park	pd 12-28	107.86
Mastercard, Costco, highlighters, tissues	Gov't	pd 12-28	31.65
Mastercard, Dell, laptop	Admin	pd 12-28	1,378.42
Mastercard, DMV, title transfer	Police	pd 12-28	89.17
Mastercard, Fleet Farm, flood light	PW	pd 12-28	97.07
Mastercard, MN Sheriffs Assn, forms	Police	pd 12-28	60.00
Mastercard, Newegg, outdoor router	Park	pd 12-28	49.38
Mastercard, Post Office, postage	Admin	pd 12-28	7.90
Menards, heater, oak frame, lighter	PW	pd 12-17	119.92
Menards, storage room building supplies	Library	pd 12-19	171.97
Menards, electrical supplies for trailer	PW	pd 12-28	109.88
Metro Sales, maintenance contract, copies	PZ/Admin	pd 12-28	704.72
Mid American Research, cleaners	PW	pd 12-17	362.84
Mike Lyonais, reimburse petty cash	Gov't	pd 12-10	5.04
Moonlite Square, fuel	Fire	pd 12-17	20.63
Municode, administrative support	Gov't	pd 12-17	225.00
Napa, battery	PW	pd 12-17	88.07
Napa, fuel filters	PW	pd 12-18	171.24
Napa, headlight	Park	pd 12-19	11.75
Napa, epoxy	PW	pd 12-28	6.13
Napa, lights	PW	pd 12-28	36.22
North Ambulance, monthly subsidy	Gov't	pd 12-12	1,100.00
Northland Press, meeting notice of 12/28	PZ	pd 12-17	80.75
Northland Press, storytime ad	Library	pd 12-31	35.64

Peoples Security, annual monitoring	Park	pd 12-19	251.88
Pine River Area Sanitary District, biosolids accepted	Sewer	pd 12-31	306.00
Premier Auto, oil change	Police	pd 12-17	61.59
Premier Auto, mount and balance tires	Police	pd 12-17	93.48
Premier Auto, oil change, mount and balance tires	Police	pd 12-17	129.84
Riteway, payroll forms	Admin	pd 12-17	139.00
Simonson Lumber, lumber	Park	pd 12-27	77.92
Simonson Lumber, lumber	Park	pd 12-27	17.39
Streichers, ammo	Police	pd 12-17	666.64
Team Lab, fine road patch	PW	pd 12-17	1,400.00
The Office Shop, name plate	Admin	pd 12-17	14.57
The Office Shop, notary stamp	PZ	pd 12-28	32.95
The Office Shop, mouse, stapler, staples	PZ	pd 12-28	165.05
TJ Graumann, mileage reimbursement	Park	pd 12-31	33.80
TriMark, detergent	Park	pd 12-17	189.25
Ultimate Safety Concepts, calibration	Fire	pd 12-31	120.00
Ultimate Safety Concepts, camera repair	Fire	pd 12-31	495.00
US Bank, copier lease	ALL	pd 12-19	156.00
USA Bluebook, adapter	Sewer	pd 12-28	17.49
USA Bluebook, parts	Sewer	pd 12-28	102.53
USA Bluebook, ph meter	Sewer	pd 12-31	718.40
Verizon, m2m charges	Police	pd 12-19	38.52
Verizon, m2m charges	Police	pd 12-28	8.13
Viking Electric, bulbs	Park	pd 12-18	185.82
Waste Partners, trash removal	ALL	pd 12-17	276.30
Xcel Energy, gas utilities	ALL	pd 12-28	2,680.29
<b>TOTAL</b>			<b>73,599.16</b>



**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:

<b>FROM</b>	<b>DONATION</b>	<b>INTENDED PURPOSE</b>
Park & Library Foundation	\$2,000.00	Skating Rink
	\$99.00	Friday Bridge

; and

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

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

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

Passed this 14th day of January, 2019.

---

David Nevin  
Mayor

ATTEST:

---

Michael R. Lyonais  
City Administrator  
(SEAL)



Brainerd Lakes Area  
ECONOMIC DEVELOPMENT  
Corporation

*We're ready. Let's grow!*

C.  
28.

**AGREEMENT FOR PROFESSIONAL SERVICES  
BY AND BETWEEN THE CROSSLAKE EDA  
AND  
THE BRAINERD LAKES AREA  
ECONOMIC DEVELOPMENT CORPORATION  
FOR CALENDAR YEAR 2019**

Whereas, the Crosslake EDA desires to actively implement an ongoing program to assist in the retention and support of its existing business community, promote the location of new businesses in the community, and support economic development in Crow Wing County; and

Whereas, the Brainerd Lakes Area Economic Development Corporation (BLAEDC), a private non-profit organization created "To Expand Business, Build Community, and Grow Jobs in Crow Wing County", has established a comprehensive program to accomplish this mission;

Therefore, the Crosslake EDA does hereby enter into this agreement with the Brainerd Lakes Area Economic Development Corporation.

**I. SERVICES**

BLAEDC does hereby agree to provide the following services on behalf of the Crosslake EDA:

- a) BLAEDC agrees to provide a focal point for economic development in the Crosslake area, to assist businesses and industry with their site location needs, provide financial packaging services, and business planning assistance. BLAEDC will provide these services in cooperation with others such as the Brainerd office of the Small Business Development Center.
- b) BLAEDC will provide community services and marketing programs throughout the year to fulfill its mission to expand the tax base and increase employment.
- c) BLAEDC does hereby agree to maintain an office within the Brainerd Lakes area to conduct its services under this contract.
- d) BLAEDC will provide periodic reports to the Crosslake EDA on the activities and progress to fulfill the services identified above.

- e) A BLAEDC representative will attend Crosslake EDA meetings whenever appropriate or requested by the Crosslake EDA.

## II. TERM OF CONTRACT

The term of this contract shall be one year, commencing January 1, 2019, and terminating on December 31, 2019.

## III. COMPENSATION

### **Services Relating to Accomplishing Our Mission**

The Crosslake EDA agrees to pay BLAEDC **\$7,650** for these services, payable in payments of **\$3,825** on or about **July 1, 2019** and **December 1, 2019**.

## IV. REPRESENTATION

- a) The Crosslake EDA does hereby acknowledge that BLAEDC will be conducting similar and complimentary services throughout the 1,000 square miles of Crow Wing County. This acknowledgment recognizes that when BLAEDC successfully helps a company expand or locate in Crow Wing County, it ultimately helps the community of Crosslake. Depending on the locality of the business, there could be employment opportunities for residents in your area and increased spending with local businesses. With the expansion of the economic base of Crow Wing County, it enables the community to stabilize and hopefully lower property taxes, and allow an expansion and enrichment of community amenities such as parks, service programs and the like.
- b) Each party to this agreement binds himself and his partners, successors, executors, administrators, and assigns to the other party of this agreement and to the partners, successors, executors, administrators, and assigns of such other party, in respect to all covenants of this agreement. Except as above, neither party shall assign, sublet, or transfer his interest in this agreement without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of any public body which may be party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the parties to this agreement.

IN WITNESS WHEREOF, the parties have executed this agreement in the City of Crosslake, Minnesota on this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

CROSSLAKE EDA

BRAINERD LAKES AREA  
ECONOMIC DEVELOPMENT  
CORPORATION

\_\_\_\_\_  
By Its President  
\_\_\_\_\_

\_\_\_\_\_  
By Its President  
Janelle Riley

ATTEST:

\_\_\_\_\_  
By Its Vice President  
\_\_\_\_\_

\_\_\_\_\_  
BLAEDC Representative  
Sheila Wasnie Haverkamp



C. 29.

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



37028 County Road 66  
Crosslake, Minnesota 56442  
<http://crosslake.govoffice.com>

License Fee \$ 0

**APPLICATION FOR  
GROUP TRANSIENT MERCHANT PERMIT**

1. Name of applicant: Crosslake Chamber of Commerce  
(first) (middle) (last) (maiden)
2. Other names under which the applicant conducts business or to which applicant officially answers: Brainerd Lakes Chamber
3. A physical description of the applicant (hair color, eye color, height, weight, distinguishing marks and features): \_\_\_\_\_  
\_\_\_\_\_
4. Full address of applicant's permanent address: 35620 County Road 3  
or PO Box 315 Crosslake, MN 56442
5. Type of business for which the applicant is applying: \_\_\_\_\_  
Arts, Crafts & Food Vending  
\_\_\_\_\_
6. The dates during which the applicant intends to conduct business in the City (maximum 14 consecutive days): \_\_\_\_\_  
Winterfest - Feb 2, 2019 St. Patrick's Day March 16, 2019  
Light Up the Dam Brat Sales May 10 & Sept. 27, 2019  
Crosslake Days - Sept. 28, 2019

7. Any and all addresses and telephone numbers where the applicant can be reached while conducting business within the City: See #4 for address

218-692-4027

218-251-6323

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

Andy Myogeto 218-251-6323

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): \_\_\_\_\_


within Crosslake City Limits

10. A general description of the items to be sold or services to be provided: \_\_\_\_\_

Arts, Crafts, Foods

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

12-27-18  
Date

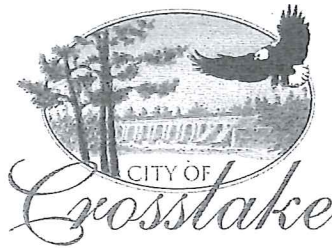
FOR OFFICE USE

Date of application: \_\_\_\_\_

Date license was issued: \_\_\_\_\_

Notes regarding application and license procedures: \_\_\_\_\_

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



2019 mkt  
C. 30.  
37028 County Road 66  
Crosslake, Minnesota 56442  
<http://crosslake.govoffice.com>

License Fee \$ 50<sup>00</sup>

## APPLICATION FOR GROUP TRANSIENT MERCHANT PERMIT

1. Name of applicant: Mission of the Cross Lutheran Church  
by Al Schewe <sup>(first)</sup> <sup>(middle)</sup> <sup>(last)</sup> <sup>(maiden)</sup> cell
2. Other names under which the applicant conducts business or to which applicant officially answers: \_\_\_\_\_
3. A physical description of the applicant (hair color, eye color, height, weight, distinguishing marks and features): \_\_\_\_\_  
\_\_\_\_\_
4. Full address of applicant's permanent address: 13716 County Road 103  
Crosslake, MN 56442
5. Type of business for which the applicant is applying: 3 Flea Markets  
\_\_\_\_\_  
\_\_\_\_\_
6. The dates during which the applicant intends to conduct business in the City (maximum 14 consecutive days): May 25, 2019; July 6, 2019;  
August 31, 2019

7. Any and all addresses and telephone numbers where the applicant can be reached while conducting business within the City: Al Schewe, cell

al's home

; MOTC

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

See Above

Secondary Contact Dave Teigon

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): Address in item 4

10. A general description of the items to be sold or services to be provided: \_\_\_\_\_

Flea Market + Craft Sale

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.

Al Schewe  
Signature of Applicant

12/13/2018  
Date

FOR OFFICE USE

Date of application: \_\_\_\_\_

Date license was issued: \_\_\_\_\_

Notes regarding application and license procedures: \_\_\_\_\_

C.  
31.

(FOR USE BY LOCAL JURISDICTIONS)  
APPLICATION / PERMIT  
OUTDOOR PUBLIC FIREWORKS DISPLAY

Applicant instructions:

1. This application is for an outdoor public fireworks display only and is not valid for an indoor fireworks display.
2. This application must be completed and returned at least 15 days prior to date of display.
3. Fee upon application is \$ \_\_\_\_\_ and must be made payable to \_\_\_\_\_

Name of Applicant (Sponsoring Organization): Crosslake Chamber - Cindy Myogeto

Address of Applicant: Cty Rd 3 and Route 66 - Crosslake

Name of Applicant's Authorized Agent: Flashing Thunder Fireworks - Richard Burton

Address of Agent: 701 Charles Street - Brainerd

Telephone Number of Agent: 218-820-4392 Date of Display: 2/1/19 Time of Display: 9pm

Location of Display: Community Center Ballfield

Manner and place of storage of fireworks prior to display: our Bunker until delivery

Type and number of fireworks to be discharged: 300 shells 12 cakes

MINNESOTA STATE LAW REQUIRES THAT THIS DISPLAY BE CONDUCTED UNDER THE DIRECT  
SUPERVISION OF A PYROTECHNIC OPERATOR CERTIFIED BY THE STATE FIRE MARSHAL.

Name of Supervising Operator: Nate Selisker Certificate No.: 1058

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

1. Proof of a bond or certificate of insurance in amount of at least \$ \_\_\_\_\_ attached  
(Suggested Amount: \$1.5 million minimum)
2. A diagram of the ground at which the display will be held. This diagram (drawn to scale or with dimensions included) must show the point at which the fireworks are to be discharged; the location of ground pieces; the location of all buildings, highways, streets, communication lines and other possible overhead obstructions; and the lines behind which the audience will be restrained.
3. Names and ages of all assistants that will be participating in the display.

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

I understand and agree to comply with all provisions of this application, MN Statute 624.20 through 624.25, MN State Fire Code, National Fire Protection Association Standard 1123 (2006 edition), applicable federal law(s) and the requirements of the issuing authority, and will ensure that the fireworks are discharged in a manner that will not endanger persons or property or constitute a nuisance.

Signature of Applicant (or Agent): Richard Burton Date: 11/29/18

Signature of Fire Chief/County Sheriff: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Issuing Authority: \_\_\_\_\_ Date: \_\_\_\_\_





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
11/30/18

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

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

PRODUCER	Allied Specialty Insurance, Inc. 10451 Gulf Blvd Treasure Island, FL 33706-4814	CONTACT NAME:	Michelle Kugler			
		PHONE (A/C, No, Ext):	727-547-3070	FAX (A/C, No):	727-367-5695	
		E-MAIL ADDRESS:	mkugler@alliedspecialty.com			
		INSURER(S) AFFORDING COVERAGE			NAIC #	
INSURED	ALUMINUM KING MFG, LTD DBA: FLASHING THUNDER FIREWORKS SPECTACULAR AND FLASHING THUNDER FIREWORKS, INC. 700 E. VAN BUREN STREET MITCHELL IA 50461	INSURER A:			T.H.E. Insurance Company	12866
		INSURER B:				
		INSURER C:				
		INSURER D:				
		INSURER E:				
		INSURER F:				

## COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:		CPP0105095-03	09/27/2018	09/27/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ N/A PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		CPP0105095-03	09/27/2018	09/27/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE  DED RETENTION \$		ELP0012014-03 GL	09/27/2018	09/27/2019	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	WCP0005248-003 Coverage is afforded in the State(s) of: IA, IL, MN	12/03/2017	12/03/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Excess VL		ELP0012015-03	09/27/2018	09/27/2019	Occurrence Limit \$ 4,000,000 Aggregate Limit \$ 4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Display Date: 2/1/2019 Rain Date: n/a Location: City Park Ball Field

RE: General Liability, the following are named as additional insured in respects to the operation of the negligence of the named insured:  
City of Crosslake and Brainerd Lakes Chamber of Commerce

## CERTIFICATE HOLDER

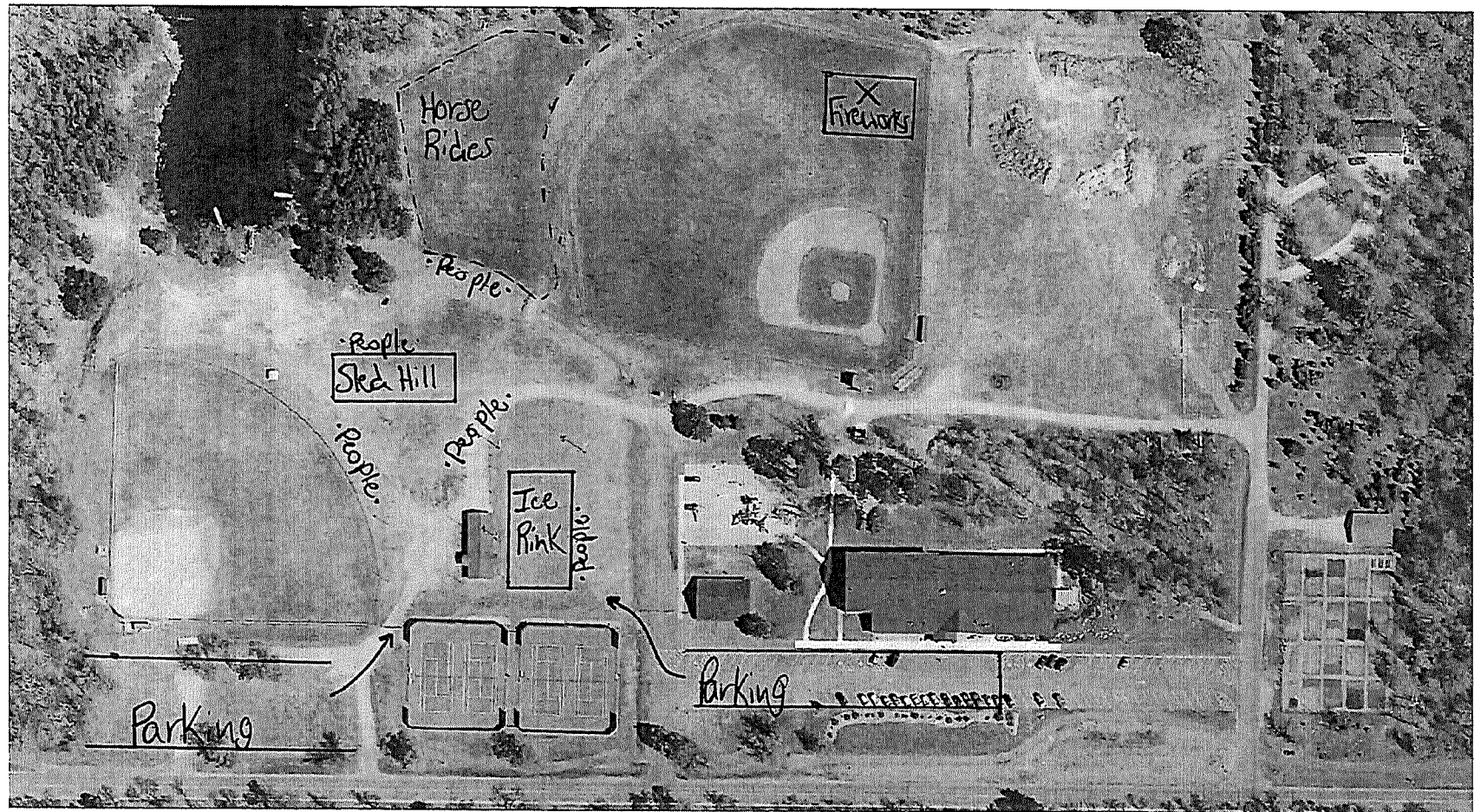
City of Crosslake  
37028 Co Rd 66  
Crosslake MN 56442

## CANCELLATION

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

AUTHORIZED REPRESENTATIVE

# 2019 WinterFest Layout



C.  
32.

## ORGANIZATION INFORMATION

Organization Name: KNIGHTS OF COLUMBUS #9657 Previous Gambling Permit Number: XB-94186-18-001

Minnesota Tax ID Number, if any: \_\_\_\_\_ Federal Employer ID Number (FEIN), if any: \_\_\_\_\_

Mailing Address: IMMACULATE HEART CHURCH P.O. BOX 155

City: CROSSLAKE State: MN Zip: 56442 County: Crow Wing

Name of Chief Executive Officer (CEO): JIM LEE

CEO Daytime Phone: 763 360 1151 CEO Email: jimlee1@outlook.com  
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): DON MAJSTERSKI majsterski@aol.com

## NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☒ Fraternal ☒ Religious ☐ Veterans ☐ Other Nonprofit Organization

Attach a copy of at least one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- ☐ Current calendar year Certificate of Good Standing  
Don't have a copy? This certificate must be obtained each year from:  
MN Secretary of State, Business Services Division  
60 Empire Drive, Suite 100  
St. Paul, MN 55103  
Secretary of State website, phone numbers:  
[www.sos.state.mn.us](http://www.sos.state.mn.us)  
651-296-2803, or toll free 1-877-551-6767
- ☐ Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name  
Don't have a copy? Obtain a copy of your federal income tax exempt letter by having an organization officer contact the IRS at 877-829-5500.
- ☐ Internal Revenue Service-Affiliate of national, statewide, or international parent nonprofit organization (charter)  
If your organization falls under a parent organization, attach copies of both of the following:  
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and  
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

## EXCLUDED BINGO ACTIVITY

Has your organization held a bingo event in the current calendar year? ☐ Yes ☒ No

If yes, list the dates when bingo was conducted: \_\_\_\_\_

The proposed bingo event will be:

- ☒ one of four or fewer bingo events held this year. Dates: APRIL 14, 2019 NOV. 24, 2019  
-OR-  
☐ conducted on up to 12 consecutive days in connection with a:  
☐ county fair Dates: \_\_\_\_\_  
☐ civic celebration Dates: \_\_\_\_\_  
☐ Minnesota State Fair Dates: \_\_\_\_\_

Person in charge of bingo event: DON MAJSTERSKI Daytime Phone: 763 300 4999Name of premises where bingo will be conducted: IMMACULATE HEART CHURCHPremises street address: 35208 CO. RD. 37 CROSSLAKE, MN 56442City: CROSSLAKE If township, township name: \_\_\_\_\_ County: CROW WING



**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)****CITY APPROVAL**  
for a gambling premises  
located within city limits

On behalf of the city, I approve this application for excluded bingo activity at the premises located within the city's jurisdiction.

Print City Name: \_\_\_\_\_

Signature of City Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

The city or county must sign before  
submitting application to the  
Gambling Control Board.

**COUNTY APPROVAL**  
for a gambling premises  
located in a township

On behalf of the county, I approve this application for excluded bingo activity at the premises located within the county's jurisdiction.

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**TOWNSHIP (if required by the county)**

On behalf of the township, I acknowledge that the organization is applying for excluded bingo activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes, Section 349.213.)

Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

The information provided in this application is complete and accurate to the best of my knowledge.

Chief Executive Officer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature must be CEO's signature; designee may not sign)

Print Name: \_\_\_\_\_

**MAIL OR FAX APPLICATION & ATTACHMENTS**

Mail or fax application and a copy of your proof of nonprofit status to:

Minnesota Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113  
Fax: 651-639-4032

An excluded bingo permit will be mailed to your organization. Your organization must keep its bingo records for 3-1/2 years.

Questions?

Call a Licensing Specialist at 651-539-1900.

Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. Otherwise, bingo hard cards, bingo paper, and bingo number selection devices must be obtained from a distributor licensed by the Minnesota Gambling Control Board. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on Distributors under the LIST OF LICENSEES tab, or call 651-539-1900.

This form will be made available in alternative format (i.e. large print, braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board

will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board

members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.



Delta Dental of Minnesota

C.  
33.

December 31, 2018

MICHAEL LYONAIIS  
CITY OF CROSSLAKE  
37028 CTY RD 66  
CROSSLAKE MN 56442

RE: Group Contract # 296108  
Contract Term: April 1, 2019 – March 31, 2020

Dear Michael Lyonais:

Thank you for choosing Delta Dental of Minnesota as your oral health partner. We are proud to help protect your smile through the quality dental benefits provided under your dental policy.

**This letter is to inform you that your dental policy is currently up for renewal. The 2019 premium rates for this selected plan will hold steady from the 2018 rates. To remain in your current dental plan for the contract terms listed above, simply continue to pay your premiums and your coverage will continue.** Renewal of your contract is based on the assumption that your group continues to meet Delta Dental's underwriting guidelines. Below is a chart comparing current premium rates and renewal premium rates:

	# Enrolled	Current Rates	Renewal Rates
Employee	3	\$41.55	\$41.55
Family	12	\$107.50	\$107.50

This letter is not a bill. You will be billed separately or payment will be deducted automatically (based on your preferred payment method) according to your current payment schedule.

Delta Dental appreciates your ongoing business and we look forward to continuing our commitment to excellent service and quality dental benefits for you and your employees. If you have any questions concerning your coverage or rates, or wish to request a hard copy of your benefit booklet, please contact your broker or Delta Dental Connect<sup>SM</sup> at 1-800-906-5250.

Sincerely,

Chekesha Kidd  
Chief Commercial Officer and General Manager

Copy: Delta Dental Connect  
Harlan Johnson - Harlan V. Johnson Agency Inc.

Corporate Address  
**Delta Dental of Minnesota**  
500 Washington Avenue South  
Suite 2060  
Minneapolis, MN 55415-1163

Telephone: 612-224-3300  
Toll Free: 1-877-268-3384  
DeltaDentalMN.org

Mailing Address  
**Delta Dental of Minnesota**  
PO Box 9304  
Minneapolis, MN 55440-9304

# Parks, Recreation & Library Annual Report: 2018

TJ Graumann - Director



**The mission of the Crosslake Parks and Recreation Department is to provide recreational services that positively impact the health of our citizens, the environment, the economy and the quality of life in our community.**



## 2018 Monthly User Totals

[illegible]



# Community Center Timeline for 2018

## Jan-July

Purchased 9.1 acres adjacent to the western portion of the park

## September

Moved fill (dirt) to the future multi-purpose recreational court

Used remaining fill/woodchips to create a permanent sledding hill. It may also be used in the summer as a hole for Frisbee Golf.

## October

Refrigerator and Dishwasher/Sanitizer purchased and installed

Utility vehicle (Gator) purchased with a hydraulic plow system

Two large irrigation zones installed located in the front of the Community Center

New weight room equipment installed (Phase 1)

New volleyball net purchased

Dog Park cleared with fence installed

## November

Iron Sleet Rink purchased (Ice Rink Kit)

72 new banquet chairs purchased for the meeting rooms

15 new card tables purchased

40 new vinyl chairs purchased for the Senior Meals dining room

## December

New "Smart Locks" purchased and installed for the warming house.



C.  
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**BILLS FOR APPROVAL**  
**January 14, 2019**

VENDORS	DEPT	AMOUNT
Baker & Taylor, books	Library	859.39
BCA, background checks	Library	30.00
Birchdale Fire & Security, quarterly monitoring	PW	105.00
Blue Cross, health insurance	ALL	21,668.00
Borden, Steinbauer, Krueger & Knudson, hearing officer fees	PZ	849.70
Breen & Person, legal fees	ALL	1,350.00
Clean Team, january cleaning	PW/Gov't	1,082.50
Council #65, union dues	Gov't	228.00
Crosslake Communications, phone, fax, cable, internet	ALL	1,468.99
Crosslake Rolloff, recycling	Gov't	2,695.00
Crow Wing County Highway Dept, fuel	ALL	3,268.70
Crow Wing County Highway Dept, road salt	PW	872.56
Crow Wing County Recorder, filing fees	PZ	46.00
CTC I.T., december i.t. services	ALL	900.00
Culligan, water and cooler rental	PW/Gov't	92.10
Delta Dental, dental insurance	ALL	1,414.65
DVS Renewal, tabs	PW	17.00
Fastenal, hardware	PW	12.41
Fire Instruction & Rescue, scba refresher	Fire	500.00
Force America, power contactor, harness	Sewer	207.00
Fortis, disability insurance	ALL	660.76
Forum Communications, meeting notice of 12/28	PZ	44.63
Gov Office, annual website hosting	Gov't	550.00
Guardian Pest Solutions, pest control	Gov't	77.60
Holiday Station, fuel	Fire	52.79
Lakes Gas, bulk lp	Park	410.48
Marco, copier lease	Park	237.99
Mastercard, Amazon, warming house	Park	92.46
Mastercard, Dell, security software	Park	150.70
Mastercard, Keen Footwear, uniform	Park	70.00
Mastercard, Pier B, lodging	Fire	262.22
Mastercard, Power Lodge, coil springs	Fire	33.98
Menards, blades, lumber, knife	PW	135.15
MN Fire Chiefs Assn, membership dues	Fire	378.00
MN Department of Agriculture, pesticide applicator license	PW	10.00
MN Department of Labor, pressure vessel checks	Sewer	20.00
MN Life, life insurance	ALL	261.20
MN NCPERS, life insurance	ALL	112.00
MN Rural Water Assn, membership dues	Sewer	250.00
MN Unemployment, benefits paid	Park	13.32
Moonlite Square, antifreeze	Fire	8.57
Napa, lamp	PW	22.18
Nate Deshayes, uniform reimbursement	PW	149.99
North Memorial Ambulance, subsidy	Ambulance	1,100.00
Northern Lakes Electric, pvc	PW	6.50

Northland Trust Services, bond payments	Gov't		399,223.75
Planning and Zoning Commissioners, 4th quarter meetings	PZ		1,225.00
Premier Auto, window repair	Police		45.00
Resource Training & Solutions, membership fee	Gov't		114.00
Target Solutions, annual safety training for employees	Gov't		3,395.05
Teamsters, union dues	Police		194.00
The Office Shop, report covers	Admin		45.40
The Office Shop, toner	Admin		189.99
The Office Shop, paper, receipt books	Park		114.34
US Bank, copier lease	ALL		156.00
Waste Partners, trash removal	ALL		321.33
Ziegler, clamps, blade, arm	PW		79.79
<b>TOTAL</b>			<b>447,881.17</b>

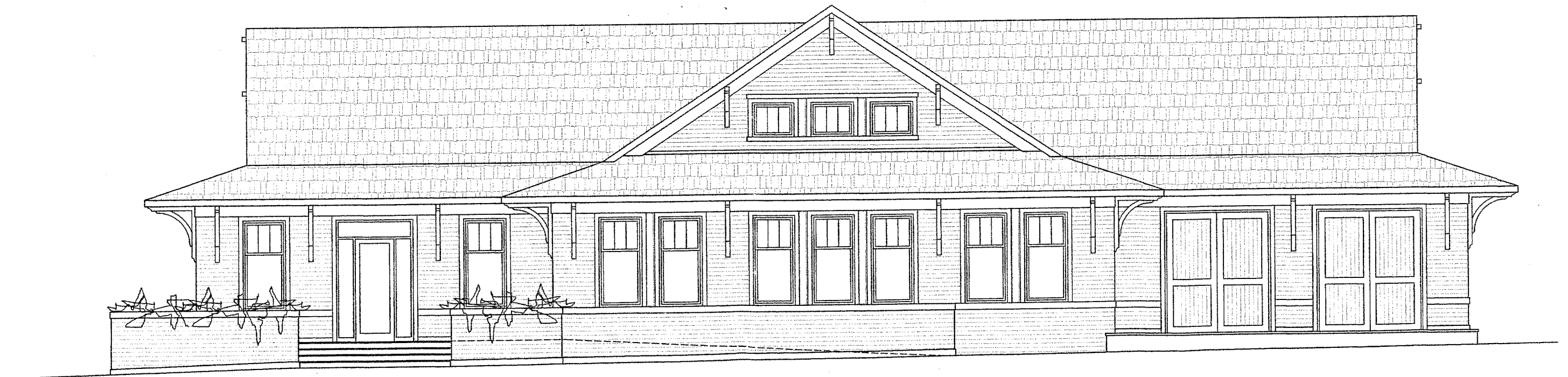
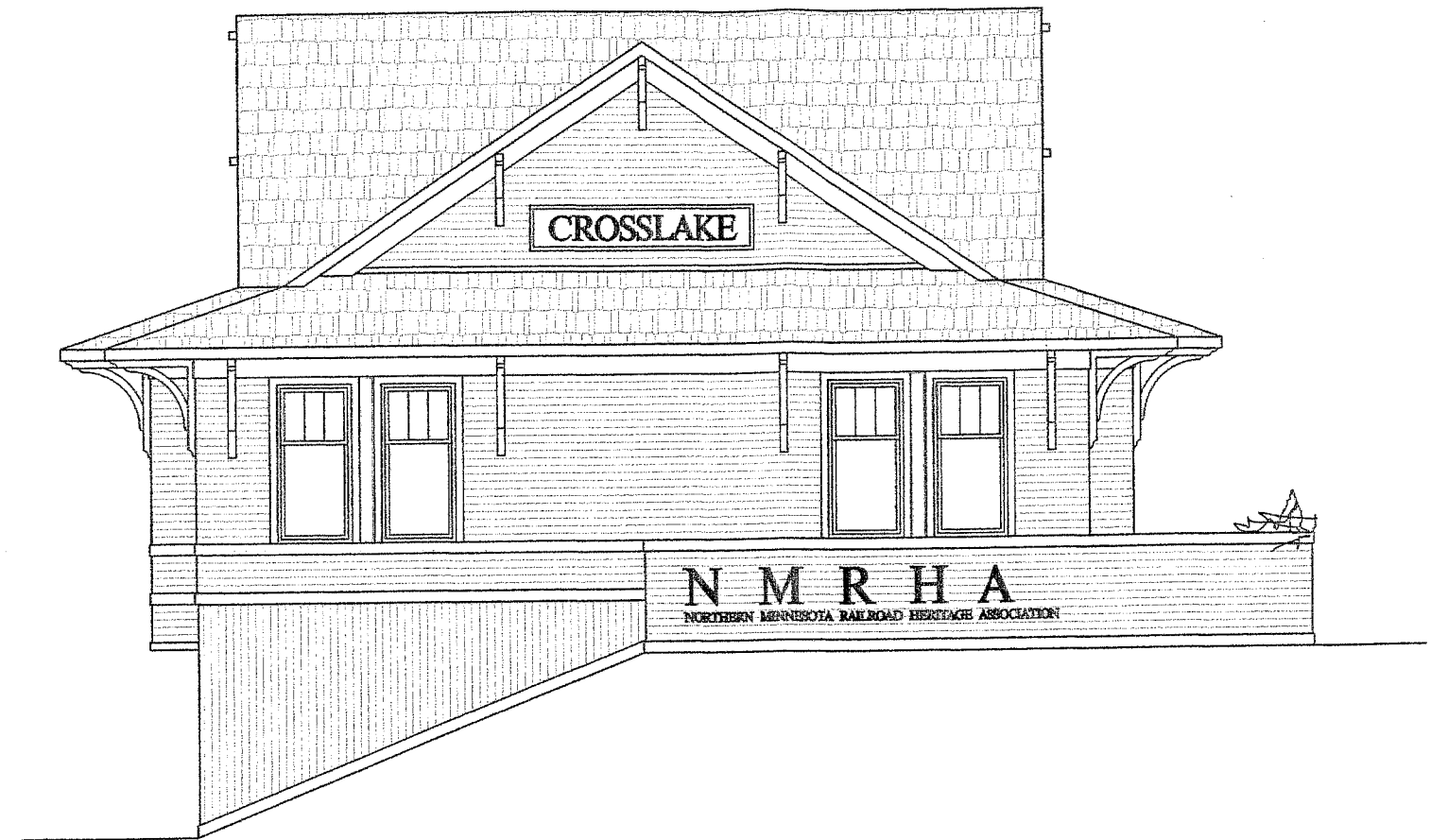
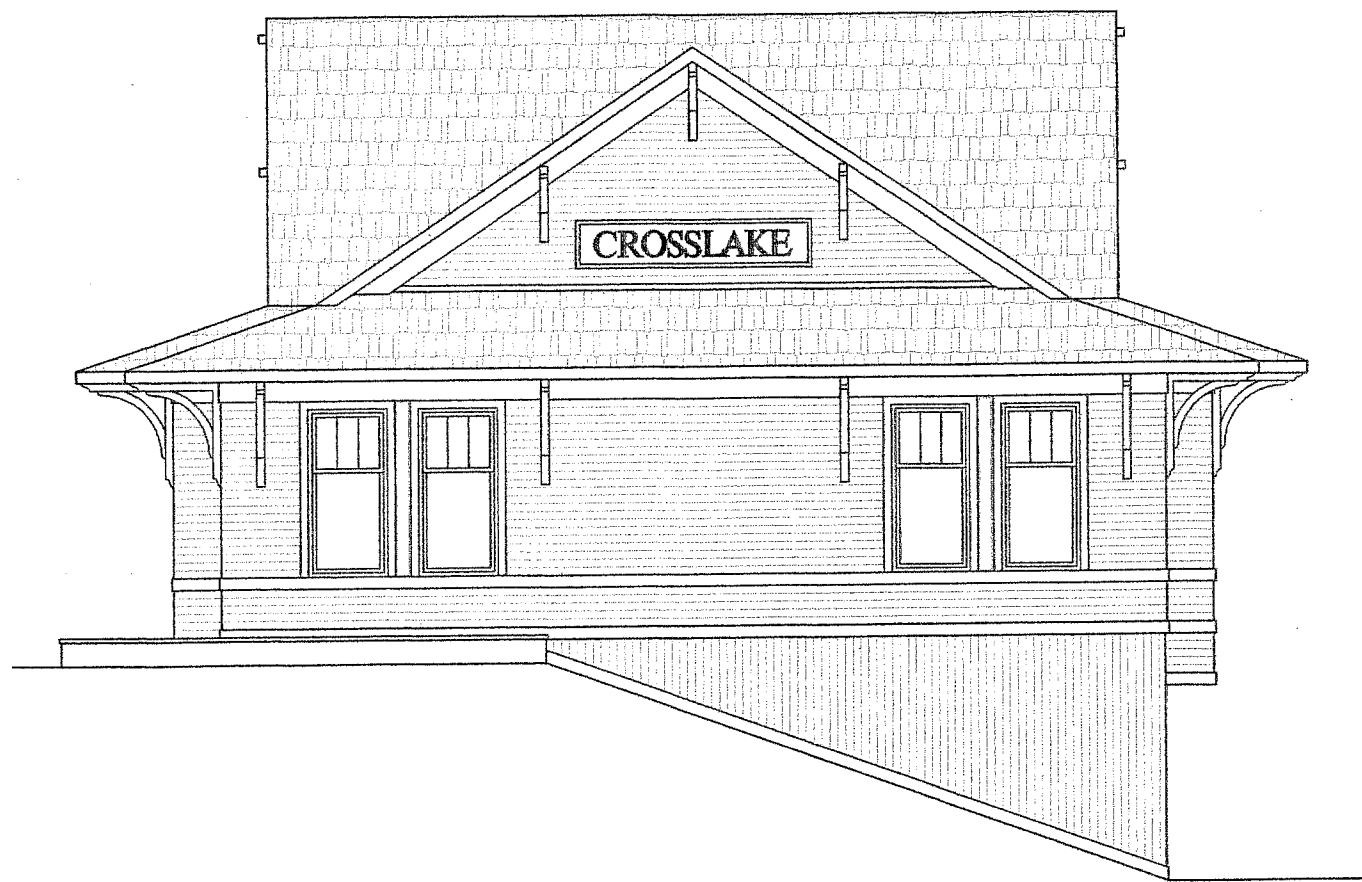
D.  
L.

Presentation from NMRHA (Northern Trackers) 1/14/2019

We want to inform the city council of our plans for the basement on the Pineberry site on County Rd 66i in Crosslake. I'm enclosing proposed building drawings.

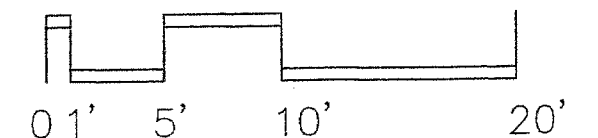
Gary Phillips Co president of the NMRHA – Northern Minnesota Railroad Heritage Assoc.



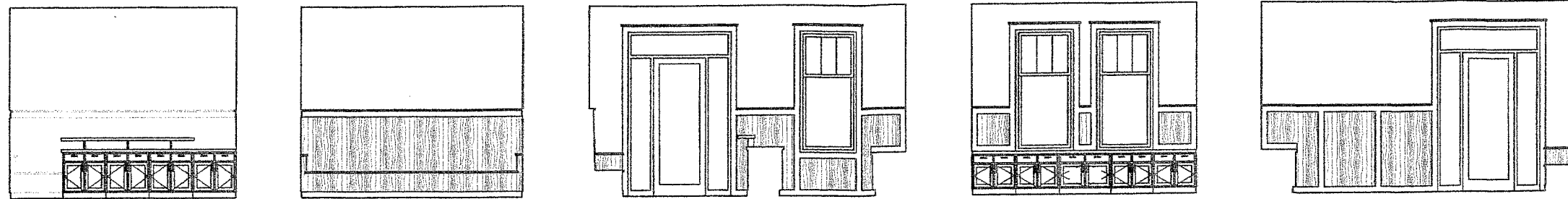


NMRHA NEW HOME  
CROSSLAKE MN

EXTERIOR ELEVATIONS

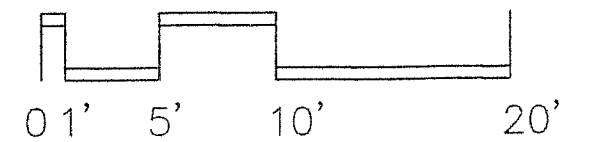


JONATHAN GROTHE ARCHITECT



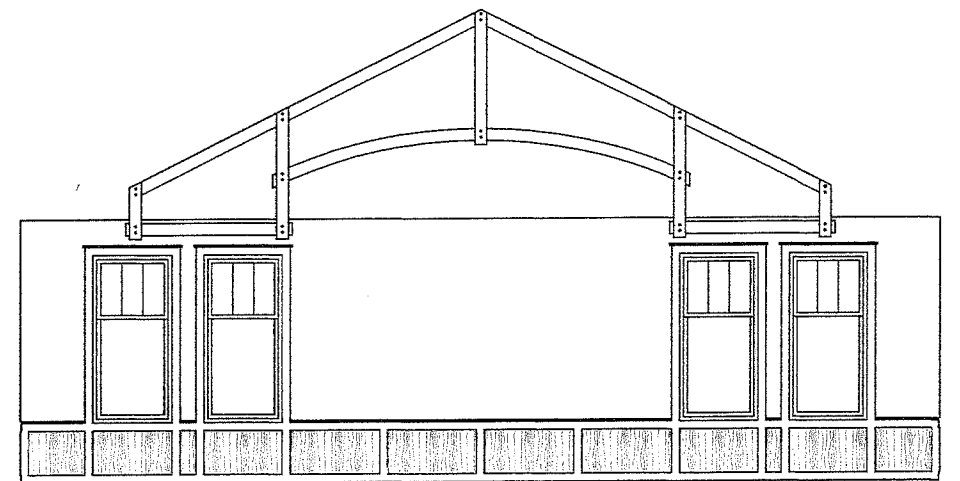
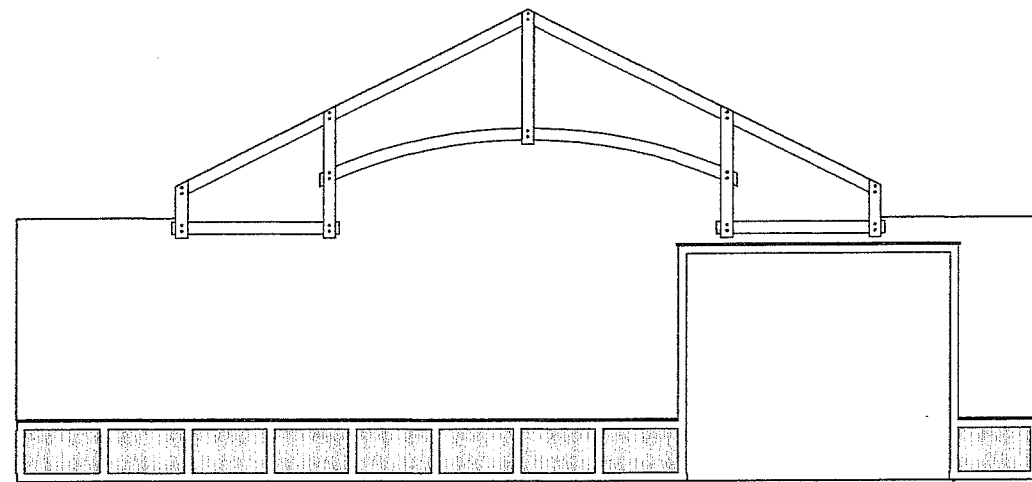
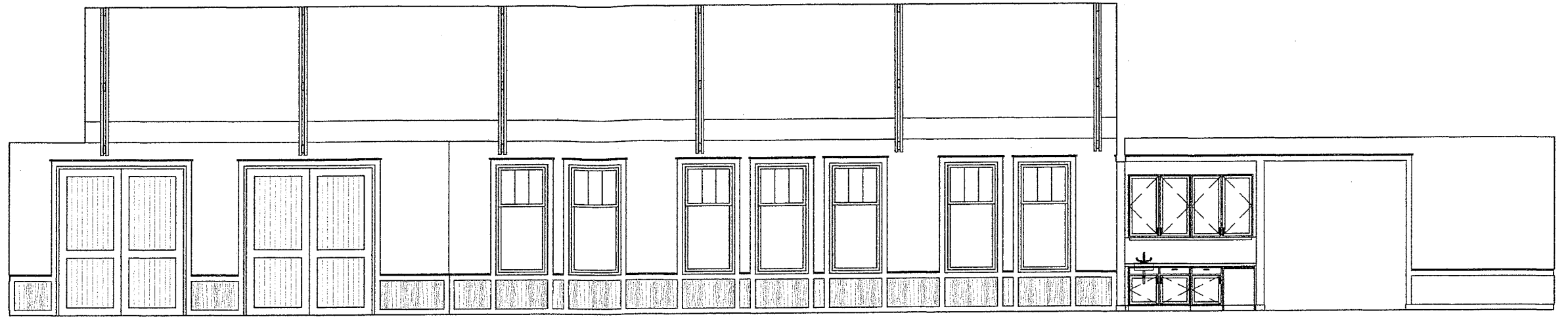
NMRHA NEW HOME  
CROSSLAKE MN

EXTERIOR ELEVATION



JONATHAN GROTHE

ARCHITECT

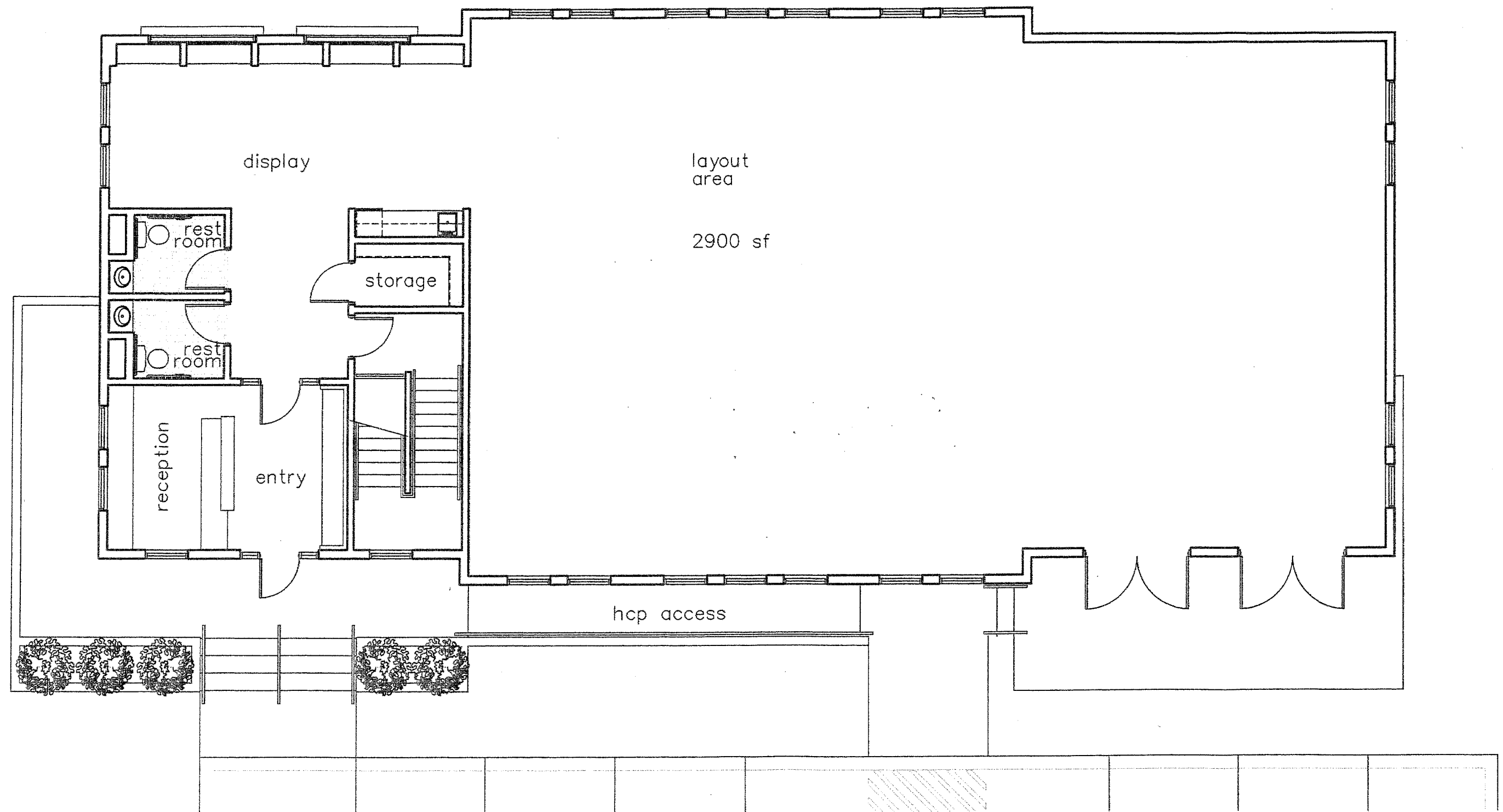


NMRHA NEW HOME  
CROSSLAKE MN

INTERIOR ELEVATIONS

0' 1' 5' 10' 20'

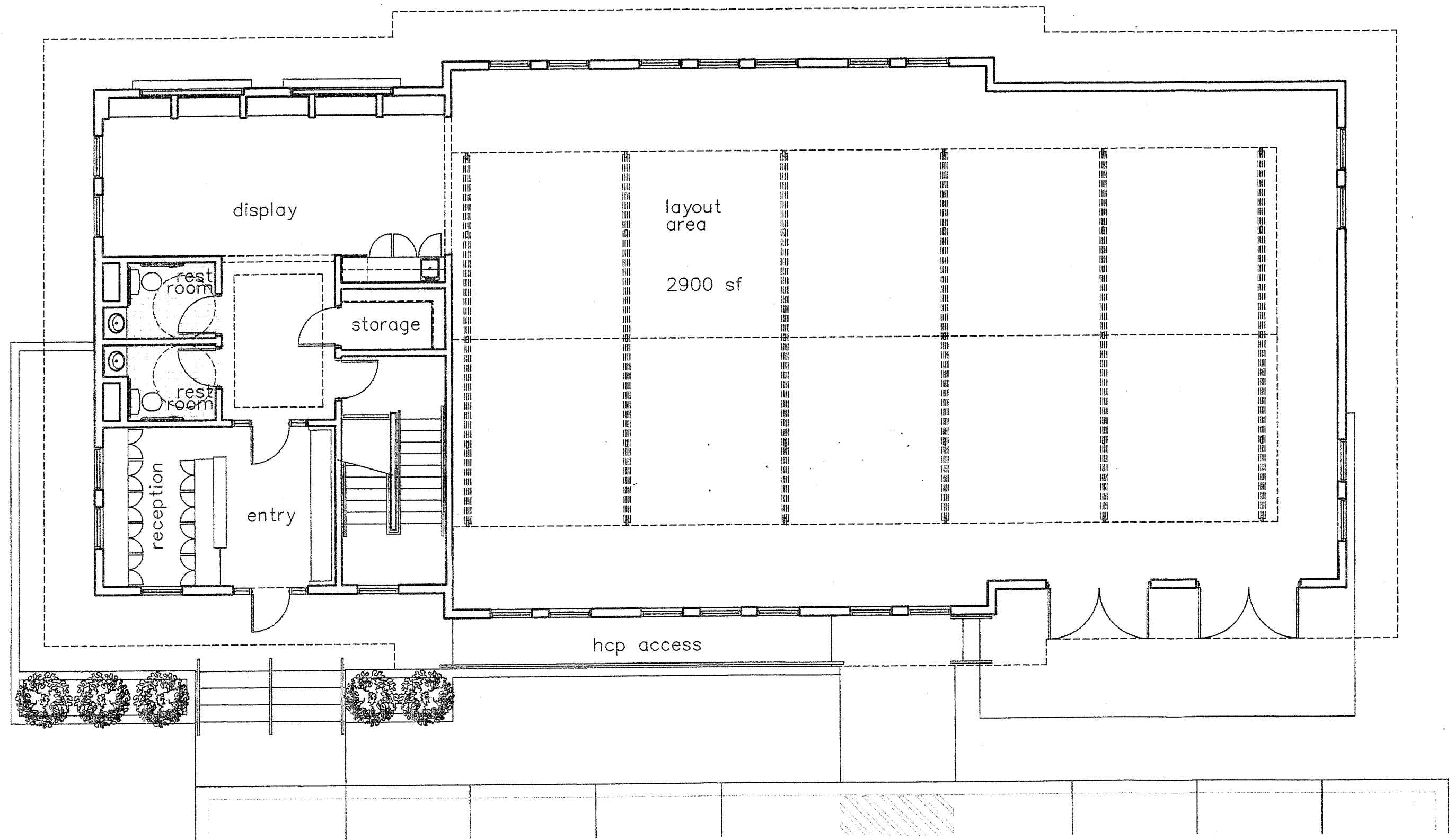
JONATHAN GROTHE ARCHITECT



NMRHA NEW HOME  
CROSSLAKE MN

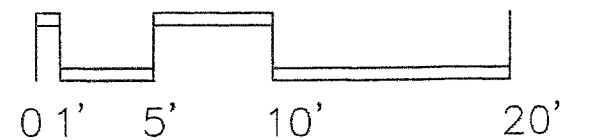
MAIN FLOOR PLAN

JONATHAN GROTHE ARCHITECT



NMRHA NEW HOME  
CROSSLAKE MN

## MAIN FLOOR PLAN



JONATHAN GROTHE ARCHITECT



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## CROSSLAKE OUTDOOR PICKLEBALL COURTS

# Project Proposal

Prepared for: Crosslake City Council and Park and Recreation Committee

Prepared by: Pickleball Committee



January 8, 2019

Proposal number: 1

---

# EXECUTIVE SUMMARY

### Objective

Secure adequate funding to install six dedicated outdoor pickleball courts, individually separated by fencing for safety, at the Crosslake Community Center.

### Goals

- Continue to expand opportunities in the community for physical activity and social interaction through outdoor pickleball on dedicated courts.
- Compete with other communities as a summertime destination for pickleball.
- Create more open time for play or practice beyond limited group play days and times while potentially creating a venue for pickleball tournaments.
- Decrease tensions with tennis community by providing separate activity areas, eg remove pickleball lines on the tennis courts when the courts are resurfaced.

### Solution

Work with the Park and Recreation board and Crosslake City Council in the design, fund raising and installation of dedicated outdoor pickleball courts during the spring and summer of 2019 on a new designated area. Note, the new area could also be large enough to install an outdoor basketball court, separate from the fenced pickleball courts.

Provide support to Community Center Director in the areas of recommended design plans and community funding support.

### Project Outline

Several tasks need to be identified and completed in order to complete this project on time and within budget:

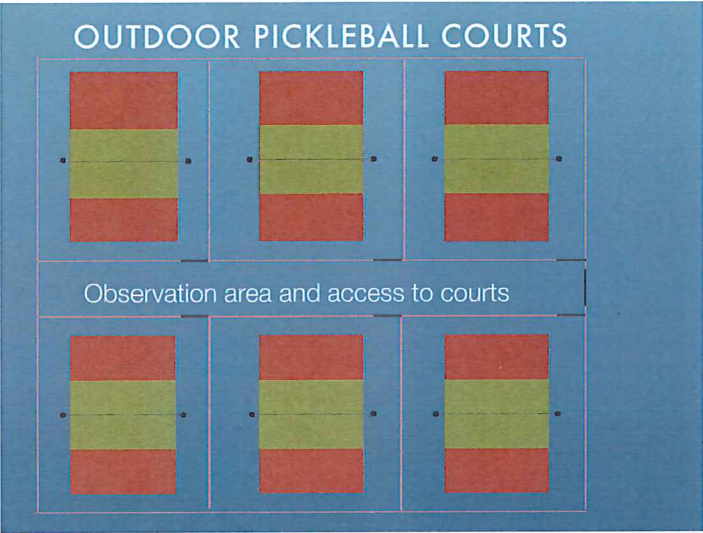
- Confirm Design
  - Obtain Cost bids for construction
  - Secure Donations
  - Consider "Selling" courts (offer naming rights for each court if donation meets or exceeds certain amount. e.g "This court made possible from donations by....")
-

# CROSSLAKE OUTDOOR PICKLEBALL COURTS

## BUDGET

### Cost estimates

Listed below are projected cost estimates for various aspects of the project. Estimates are taken from community pickleball projects of similar size and from the USAPA (governing body of USA Pickleball) manual.



Description	Quantity	Unit Price	Cost
Courts	6	\$ 15,000	\$ 90,000
Observation area	1	\$ 5,000	\$ 5,000
Fencing	10	\$ 2,000	\$ 20,000
Nets	6	\$ 500	\$ 3,000
Wind screen	4	\$ 1,000	\$ 4,000
<b>Total</b>			<b>\$ 122,000</b>



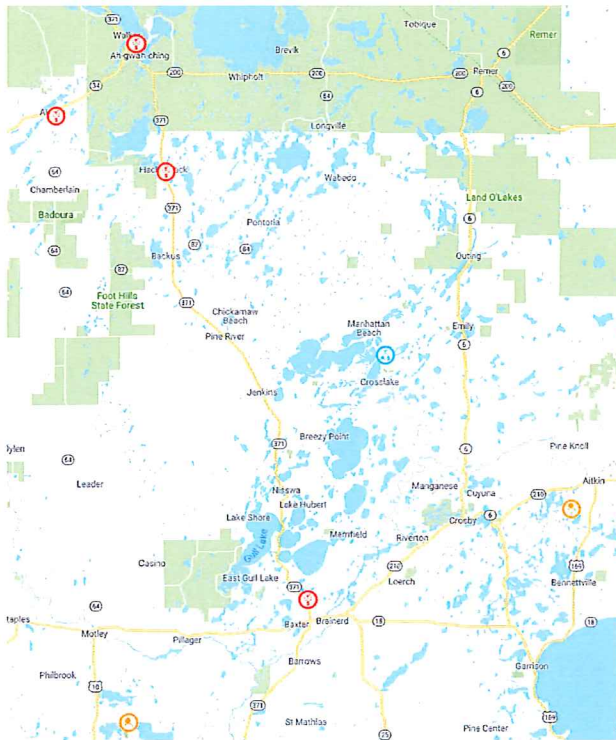
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## Alternative Options

1. Repurpose the two tennis courts on the west side into four permanently dedicated pickleball courts. This would involve pickleball posts for permanent pickleball courts and repainting the service area with pickleball dimensions.\*
2. Keep current tennis nets and lines, but change the color of the overlapping pickleball lines and allow full use of the courts to pickleball players at any time without cost. (Unless there is a tennis class or scheduled tennis activity.\*

\* No conflict with original Tennis Association financial support of current tennis courts. Agreement had a five year period that limited modifications for use other than tennis.

## Projected Need for Additional Courts



### Pickleball Places to Play

Local residents and visitors have choices regarding places to play and socialize. The map on the left is one resource for the sport's location. Our current mix of players come from Walker, Aitkin and Baxter as well as more local towns such as Emily. In the summer, there are people waiting to play during the posted available times.

---

## Flurry of new courts feeds pickleball frenzy in west metro

By Miguel Otárola Star Tribune MAY 27, 2018 — 11:06PM

Cities are entering what Eden Prairie recreation supervisor Bob Lanzi likes to call Phase 2 of the fever, as parks and recreation departments move from retrofitting gyms or tennis courts for pickleball to building permanent facilities actually designed for the game.

### **‘Significant investment’**

Hopkins is spending about \$262,000 on its five courts, while Minnetonka has a \$410,000 budget for its eight courts. Eden Prairie’s new facility will be part of a \$426,000 renovation of Staring Lake Park, which includes renovation of its tennis and basketball courts.

Jay Lotthammer, Eden Prairie’s Parks and Recreation director, said the new courts are a “significant investment” by the city. He expects them to be heavily used this summer.

“The amount of use [at the community center] really communicated that it’s a good value,” Lotthammer said. “There’s no question that they will be well used.”

On a recent afternoon, dozens of pickleball players, paddles in hand, rushed the two courts at the Hopkins Activity Center for their chance to play.

Most were seniors or retirees who had the time to play for a couple hours during the middle of the day. They sat in a row against the wall, waiting for their turn as others teamed up for doubles games.

---

F.I.Q.

MEMO TO: City Council

FROM: Mayor Nevin

DATE: January 10, 2019

SUBJECT: Special Committee Appointments

I hereby recommend the following appointments:

Special Emergency Services Building Needs Committee

**First Meeting on Tuesday, January 14 at 8am in City Hall**

Bill Schiltz

Dan Heggerston

Mark Wessels

Marcia Siebert-Volz

Doreen Gallaway

Kevin Sedivy

Tom Swenson

Mic Tchida

Special Water Quality Committee

**First Meeting on Wednesday, January 16 at 8am at Community Center**

Darrell Swanson

Mark Wessels

Mic Tchida

Bob Perkins and current water quality committee members



**CITY OF CROSSLAKE**  
**APPLICATION FOR APPOINTMENT TO CITY BOARD OR COMMISSION**

**PERSONAL INFORMATION**

Name: Last SCHULTZ First B. V.

Address: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Cell) \_\_\_\_\_

Occupation: Self-employed Employer: \_\_\_\_\_

Email Address: \_\_\_\_\_

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

If yes, how long have you been a Crosslake resident or property owner? 1994

☒ Please check this box if you are currently on a board or commission and wish to be considered for reappointment. Please note below the current board or commission you are currently serving.

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

- \_\_\_\_\_ Planning and Zoning Commission (Crosslake residency or property ownership required)
- \_\_\_\_\_ Economic Development Authority (Crosslake residency or property ownership required)
- \_\_\_\_\_ Public Works/Cemetery/Sewer Commission (Crosslake residency or property ownership required)
- \_\_\_\_\_ Parks and Recreation/Library Commission (Crosslake residency or property ownership not required)

☒ 6-Month Term Water Quality/Sewer Committee

☒ 6-Month Term Emergency Services Building Needs Committee

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

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

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

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

### **POTENTIAL CONFLICTS**

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

Signature

Date

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

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

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

### **DATA PRACTICES ADVISORY**

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**CITY OF CROSSLAKE**  
**APPLICATION FOR APPOINTMENT TO CITY BOARD OR COMMISSION**

**PERSONAL INFORMATION**

Name: Last HEGGERSTON First Dan

Address: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Cell) \_\_\_\_\_

Occupation: SELF EMPLOYED Employer: \_\_\_\_\_

Email Address: \_\_\_\_\_

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

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

☐ Please check this box if you are currently on a board or commission and wish to be considered for reappointment. Please note below the current board or commission you are currently serving.

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

- \_\_\_\_\_ Planning and Zoning Commission (Crosslake residency or property ownership required)
- \_\_\_\_\_ Economic Development Authority (Crosslake residency or property ownership required)
- \_\_\_\_\_ Public Works/Cemetery/Sewer Commission (Crosslake residency or property ownership required)
- \_\_\_\_\_ Parks and Recreation/Library Commission (Crosslake residency or property ownership not required)

\_\_\_\_\_ 6-Month Term Water Quality/Sewer Committee

☒ 6-Month Term Emergency Services Building Needs Committee

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

I AM A CONCERNED RESIDENT THAT HAS THE ABILITY TO LISTEN AND BE DECISIVE.

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

4 YR ST. JOHN'S  
20+ YEARS OWNING OWN BUSINESS

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

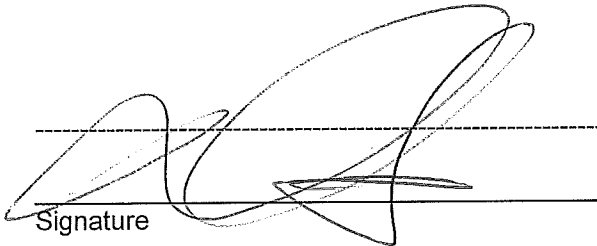
FACILITIES NEEDS

(over)

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

### **POTENTIAL CONFLICTS**

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If yes, please explain:

  
Signature

Date 1/8/19

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

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

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Crosslake, MN 56442  
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218-692-2687 Fax

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## CITY OF CROSSLAKE

### APPLICATION FOR APPOINTMENT TO CITY BOARD OR COMMISSION

#### PERSONAL INFORMATION

Name: Last Seibert-Volz First Marcia

Address: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Cell) \_\_\_\_\_

Occupation: Retired City Administrator (40 years) Employer: \_\_\_\_\_

Email Address: \_\_\_\_\_

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

If yes, how long have you been a Crosslake resident or property owner? 7.5 years

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

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

- 3 Planning and Zoning Commission (Crosslake residency or property ownership required)
- \_\_\_\_\_ Economic Development Authority
- 2 Public Works/Cemetery/Sewer Commission (Crosslake residency or property ownership required)
- 4 Parks and Recreation/Library Commission (Crosslake residency or property ownership not required)
- \_\_\_\_\_ Crosslake Communications Advisory Board (Must own property within service area)
- 1 City Government Center Building Committee

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

I want to be a part of the long-term success and vitality of this community. I am retired and have more time to become involved in the community and part of the future plans.

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

I was a City Administrator for forty (40) years. I managed the City's utilities: Natural Gas System, Electric Distribution System, Storm Sewer Utility, Water Department, and Sanitary Sewer utility. I was involved in the Park System, Street Construction and reconstruction, Administration of Public Safety including an ambulance services owned by the city. I was involved in construction of the Library, remodel of the Community Center (project manager) and collaborated with Architect on remodeling a bank building into City hall and also part of remodeling the On-Sale/Off Sale Municipal Liquor Store. The City was under the



State Building code and I administered zoning and issued building permits. Budgeting and financial accounting for the city was part of my job description, too..

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

The two biggest issues in the city right now are the Sewer System and the need for more space in the public safety department. The need to prioritize and budget and be fiscally responsible to the residents of Crosslake is imperative.

(over)

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

I feel it is very important to attend the meetings. Absence handicaps the other board members when a quorum is not met or the time taken to review things that have been discussed at previous meeting because a member did not attend.

#### **POTENTIAL CONFLICTS**

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Marcin Seibert Volz  
Signature

Date

1-8-19

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

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

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

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## CITY OF CROSSLAKE

### APPLICATION FOR APPOINTMENT TO CITY BOARD OR COMMISSION

#### PERSONAL INFORMATION

Name: Last GALLAWAY First DOREEN

Address \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (Cell) \_\_\_\_\_

Occupation: STORE OWNER Employer: SELF

Email Address: \_\_\_\_\_

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

If yes, how long have you been a Crosslake resident or property owner? 25 yrs.

☐ Please check this box if you are currently on a board or commission and wish to be considered for reappointment. Please note below the current board or commission you are currently serving.

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

- \_\_\_\_\_ Planning and Zoning Commission (Crosslake residency or property ownership required)
- \_\_\_\_\_ Economic Development Authority (Crosslake residency or property ownership required)
- 2 \_\_\_\_\_ Public Works/Cemetery/Sewer Commission (Crosslake residency or property ownership required)
- \_\_\_\_\_ Parks and Recreation/Library Commission (Crosslake residency or property ownership not required)
- \_\_\_\_\_ 6-Month Term Water Quality/Sewer Committee
- 1 \_\_\_\_\_ 6-Month Term Emergency Services Building Needs Committee

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

I'M VERY INTERESTED IN OUR GROWTH AND FUTURE

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

I'M A LONG TIME RESIDENT AND BUSINESS OWNER, I'M ALSO INVOLVED WITH THE CHAMBER AND THE CROSSLAKE IDEAL LIONS.

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

OUR INFRASTRUCTURES ARE OLD AND OUR COMMUNITY IS AGING, OUR WATER QUALITY I BELIEVE THE BOARD OR COMMITTEE MEMBERS NEED TO INFORM THE COUNCIL FOR NEEDS.

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

**POTENTIAL CONFLICTS**

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If yes, please explain:

  
Signature

Date 1-8-19

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

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

Please return application to:  
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37028 County Road 66  
Crosslake, MN 56442  
218-692-2688 Phone  
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## CITY OF CROSSLAKE

### APPLICATION FOR APPOINTMENT TO CITY BOARD OR COMMISSION

#### PERSONAL INFORMATION

Name: Last Sedivy First Kevin

Address: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Cell) \_\_\_\_\_

Occupation: Deputy State Fire Marshal Employer: State of Minnesota

Email Address: \_\_\_\_\_

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

If yes, how long have you been a Crosslake resident or property owner? 3 1/2 years

☐ Please check this box if you are currently on a board or commission and wish to be considered for reappointment. Please note below the current board or commission you are currently serving.

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

- \_\_\_\_\_ Planning and Zoning Commission (Crosslake residency or property ownership required)
- \_\_\_\_\_ Economic Development Authority (Crosslake residency or property ownership required)
- \_\_\_\_\_ Public Works/Cemetery/Sewer Commission (Crosslake residency or property ownership required)
- \_\_\_\_\_ Parks and Recreation/Library Commission (Crosslake residency or property ownership not required)

\_\_\_\_\_ 6-Month Term Water Quality/Sewer Committee

☒ 6-Month Term Emergency Services Building Needs Committee

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

I have a interest in this committee because of the need for additional space, long range planning and the immediate needs for the City of Crosslake

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

I have nearly 35 years in the Fire Service in Minnesota, 22+ years as a career firefighter working through several building expansion/remodeling projects

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

Supplying & sustaining infrastructure, supporting the Police/Fire/Public Works/Park & Rec Depts with the needed resources

(over)

My role on this committee is to provide all stated above with what they need in a fiscal responsible way using "out of the box" thinking/resources/funding

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

Comments:

#### **POTENTIAL CONFLICTS**

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If yes, please explain:

Kern J Sedwell  
Signature

Date

1/9/19

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

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

Please return application to:

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

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**CITY OF CROSSLAKE**  
**APPLICATION FOR APPOINTMENT TO CITY BOARD OR COMMISSION**

**PERSONAL INFORMATION**

Name: Last Wessels First Mark

Address: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Cell) \_\_\_\_\_

Occupation: Realtor Employer: RE/MAX

Email Address: \_\_\_\_\_

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

If yes, how long have you been a Crosslake resident or property owner? 33 years

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

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

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

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

Sewer District  
Building Needs

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

33 years in real estate, helped with state revisions of septic inspection codes on sale or permit.

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


Keeping small town feel, low tax rates, clean water

(over)

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

**POTENTIAL CONFLICTS**

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

\_\_\_\_\_  
Signature  Date 1-8-19

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

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

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37028 County Road 66  
Crosslake, MN 56442  
218-692-2688 Phone  
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**CITY OF CROSSLAKE**  
**APPLICATION FOR APPOINTMENT TO CITY BOARD OR COMMISSION**

**PERSONAL INFORMATION**

Name: Last SWENSON First Tom

Address: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Cell) \_\_\_\_\_

Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_

Email Address: \_\_\_\_\_

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

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

☐ Please check this box if you are currently on a board or commission and wish to be considered for reappointment. Please note below the current board or commission you are currently serving.

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

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- \_\_\_\_\_ Public Works/Cemetery/Sewer Commission (Crosslake residency or property ownership required)
- \_\_\_\_\_ Parks and Recreation/Library Commission (Crosslake residency or property ownership not required)

\_\_\_\_\_ 6-Month Term Water Quality/Sewer Committee

3 6-Month Term Emergency Services Building Needs Committee

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

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

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

(over)





## CITY OF CROSSLAKE

### APPLICATION FOR APPOINTMENT TO CITY BOARD OR COMMISSION

#### PERSONAL INFORMATION

Name: Last SWANSON First DARRELL

Address: 37804 Dream Island Road, Crosslake, MN 56442

Phone: (H) 218-820-7162(W) Same (Cell) Same

Occupation: Retired Employer: \_\_\_\_\_

Email Address: darswane@crosslake.net

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

If yes, how long have you been a Crosslake resident or property owner? 25 years

☐ Please check this box if you are currently on a board or commission and wish to be considered for reappointment. Please note below the current board or commission you are currently serving.

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

- \_\_\_\_\_ Planning and Zoning Commission (Crosslake residency or property ownership required)
- \_\_\_\_\_ Economic Development Authority (Crosslake residency or property ownership required)
- \_\_\_\_\_ Public Works/Cemetery/Sewer Commission (Crosslake residency or property ownership required)
- \_\_\_\_\_ Parks and Recreation/Library Commission (Crosslake residency or property ownership not required)

- ☒ 6-Month Term Water Quality/Sewer Committee
- \_\_\_\_\_ 6-Month Term Emergency Services Building Needs Committee

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

*AS A PAST 3 term Mayor and PAST Chairman of Planning and Zoning I have Always had a strong desire To see Crosslake be a successful Community. Providing Superior services To residents full and part time and our many visitors.*

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

*Past 3 Term Mayor. Served during the planning and construction of the municipal sewer system as well as the joint Public Works garage.*

*PAST Chairman of Planning and Zoning - Served during the development and approval of Town Square.*

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

- Preserve and protect our water resources. both ground and surface waters.*
- the water quality / Sewer Committee should bring an Actionable Plan To the City Council for expansion of the Municipal Sewer System as well as the development of a Sewer District.*

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

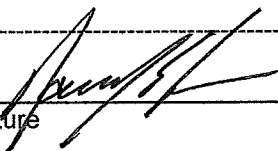
Comments:

*I do not favor SKYPE AS A way To conduct public meetings.*

**POTENTIAL CONFLICTS**

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If yes, please explain:

\_\_\_\_\_  
Signature 

\_\_\_\_\_  
Date *Jan 8, 2017*

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

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

Please return application to:

City of Crosslake  
37028 County Road 66  
Crosslake, MN 56442  
218-692-2688 Phone  
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**CITY OF CROSSLAKE**  
**APPLICATION FOR APPOINTMENT TO CITY BOARD OR COMMISSION**

**PERSONAL INFORMATION**

Name: Last Perkins First Bob

Address: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Cell) \_\_\_\_\_

Occupation: Regional Manager Employer: TDS TELECOM

Email Address: \_\_\_\_\_

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

If yes, how long have you been a Crosslake resident or property owner? 35 YEARS Plus

☐ Please check this box if you are currently on a board or commission and wish to be considered for reappointment. Please note below the current board or commission you are currently serving.

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

- \_\_\_\_\_ Planning and Zoning Commission (Crosslake residency or property ownership required)
- \_\_\_\_\_ Economic Development Authority (Crosslake residency or property ownership required)
- \_\_\_\_\_ Public Works/Cemetery/Sewer Commission (Crosslake residency or property ownership required)
- \_\_\_\_\_ Parks and Recreation/Library Commission (Crosslake residency or property ownership not required)

- ☒ 6-Month Term Water Quality/Sewer Committee
- \_\_\_\_\_ 6-Month Term Emergency Services Building Needs Committee

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

*Our water quality task force is currently working on the same initiative and we believe our work could benefit the city and residents.*

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

*Our existing committee has many years of experience with issues related to water quality and some were involved in the 1999 septic study for crosslake*

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

*prioritization and expense management are on the list, maintaining or improving the quality of our water is critical*  
(over)

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

Comments: *we currently meet once a month and could expand that for this group.*

**POTENTIAL CONFLICTS**

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

If yes, please explain:

\_\_\_\_\_  
*[Signature]*  
Signature

\_\_\_\_\_  
*1/9/19*  
Date

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

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

Please return application to:

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

**DATA PRACTICES ADVISORY**

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



**CITY OF CROSSLAKE**  
**APPLICATION FOR APPOINTMENT TO CITY BOARD OR COMMISSION**

**PERSONAL INFORMATION**

Name: Last TOHIDA First MIC

Address: CROSSLAKE

Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Cell) \_\_\_\_\_

Occupation: RETIRED Employer: \_\_\_\_\_

Email Address: \_\_\_\_\_

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

If yes, how long have you been a Crosslake resident or property owner? 25 YEARS

☐ Please check this box if you are currently on a board or commission and wish to be considered for reappointment. Please note below the current board or commission you are currently serving.

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

- \_\_\_\_\_ Planning and Zoning Commission (Crosslake residency or property ownership required)
- \_\_\_\_\_ Economic Development Authority (Crosslake residency or property ownership required)
- \_\_\_\_\_ Public Works/Cemetery/Sewer Commission (Crosslake residency or property ownership required)
- \_\_\_\_\_ Parks and Recreation/Library Commission (Crosslake residency or property ownership not required)

- ☒ 6-Month Term Water Quality/Sewer Committee
- ☒ 6-Month Term Emergency Services Building Needs Committee

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

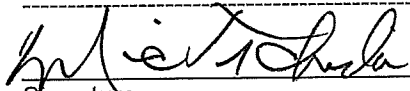
What strengths and abilities would you bring to the board or commission? Please include any education and experience that would assist you in serving on a board or commission.

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

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

**POTENTIAL CONFLICTS**

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

  
Signature

Date 1/6/19

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

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

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

**DATA PRACTICES ADVISORY**

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

G.I.

MEMO TO: City Council  
FROM: Ted Strand  
DATE: January 8, 2019  
SUBJECT: Surplus Equipment

We would like the City Council to declare the following items as surplus and grant permission to sell them:

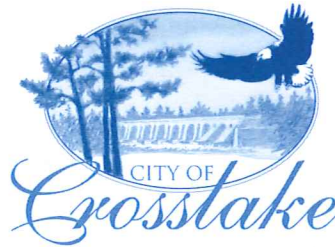
2000 Ford F250 Pickup, mileage 100,000

2002 Ford F250 Pickup, mileage 130,000

Vehicles would be sold in "as is" condition.



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



G. Z.  
37028 County Road 66  
Crosslake, Minnesota 56442  
[www.cityofcrosslake.org](http://www.cityofcrosslake.org)

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## Memorandum

**Date:** January 14, 2019  
**From:** Michael R. Lyonais – City Administrator/Treasurer  
**To:** City Council  
**Re:** Probationary Status of Recently Hired Staff

### **Parks/Rec/Library Director - TJ Graumann**

I recommend removing TJ from probationary status effective January 30, 2019. That date marks 6-months with the City.

TJ has proven to be an effective department head and leader by earning the trust and respect of his staff and that of the community.

**(Council Motion/Action)**

### **Park Maintenance Worker – Corey Nelson**

Corey Nelson has met the requirements of his probationary period and recommend we accept the Parks/Rec/Library Director's request (attached) to remove Corey from probationary status effective January 23, 2019.

**(Council Action/Motion)**

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

**Date: January 8<sup>th</sup>, 2019**

**To: Mike Lyonais**  
**From: TJ Graumann**

**Subject: Recommendation for Park Employee Corey Nelson**

I have completed the review for Park Maintenance employee Corey Nelson. Corey started his employment with the City on July 23<sup>rd</sup>, 2018. Corey has proven to be a responsible, dependable and capable Park Maintenance employee. I am recommending the removal of Corey Nelson from probationary status effective January 23, 2019 and recommend he be placed as a full-time employee for the City of Crosslake.

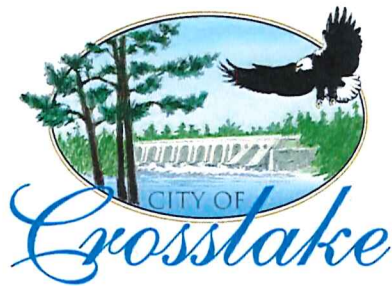
**(Council Action/Motion)**

# CROSSLAKE, MN

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## Government Center Facilities Study Update

Space needs and facilities study of  
Fire, Police and City Government facilities for the City of Crosslake



 Five Bugles Design

FINAL REPORT: JANUARY 4, 2019

g.l.H.



## Agenda

Facility Review

Space Needs

Cost

Implications



# FACILITY REVIEW





Masonite Siding Failing



Efflorescence due to  
Water Penetration



Potential Mold



# CONCLUSIONS

Replace exterior skin  
front and back

Replace doors and windows

Replace exterior skin

Keep Roof

Keep exterior at EMS

Keep siding under awning?



## OTHER ISSUES

Exhaust in Apparatus Bay is non-functional?  
Apparatus Bay doors are failing  
Loose tiles in hall  
Damaged ceiling tiles  
Roof Leaks  
Energy Efficiency Upgrades (Insulation, lighting)?

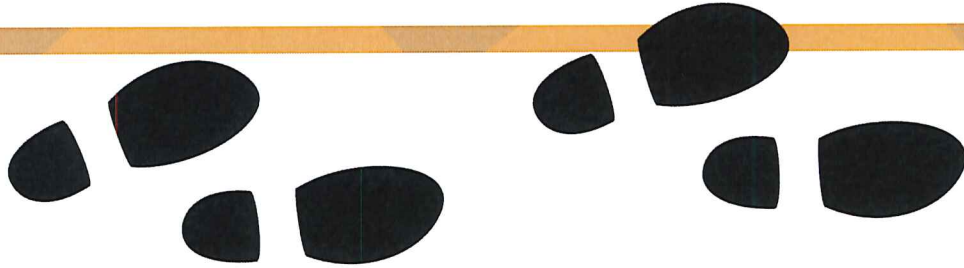


## DISCUSSION POINT NO. 1

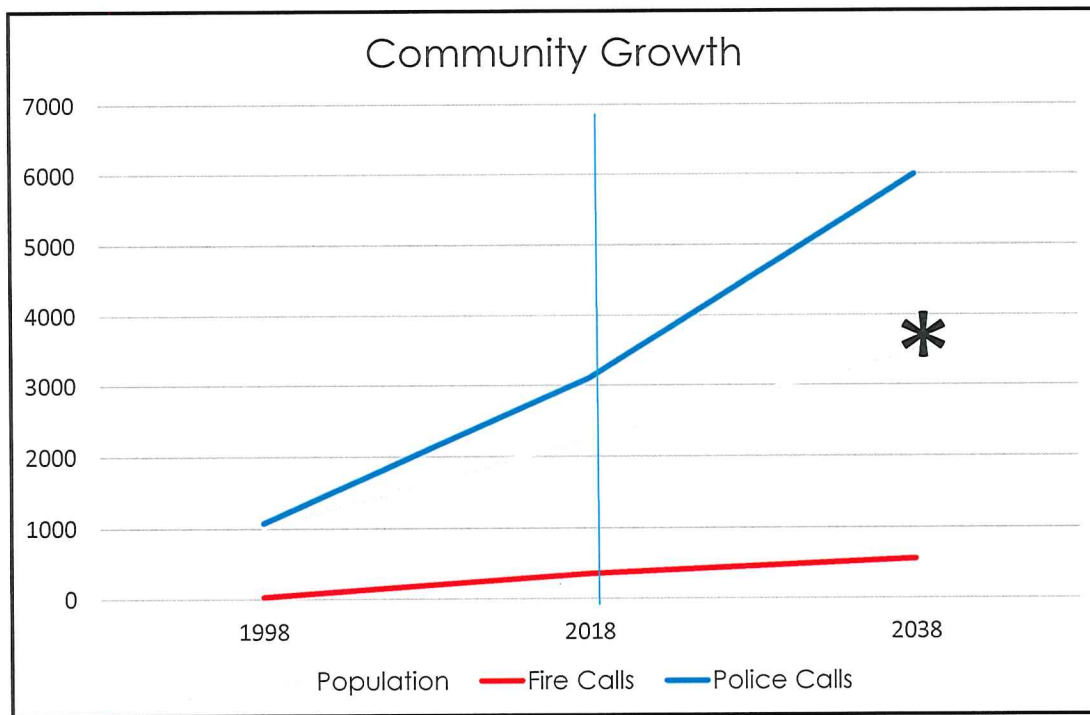
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If you do nothing there is still a cost

# SPACE NEEDS



# 40 YEARS OF GROWTH



Built for need in 95-97...  
no room for growth.

Any new work should meet  
need for next 20 years.

\* Summer Weekend Population: 10,000-15,000

# FIRE DEPARTMENT

More Garage Space: Right size main bays plus 4 additional garage size bays.

Cancer Prevention: Showers, lockers, decontaminations spaces.

Duty Crews: Inclement weather, Heavy traffic weekends

Office Space: Required record keeping





# POTENTIAL CHEMICAL/ CARCINOGENS

Trichloroethylene

Chlorine

Nitric oxide

Chloroform

Carbon Monoxide

Cadmium

Nitrogen dioxide

Hydrochloric acid

Asbestos

Oxides of nitrogen

Chloroform

Hydrogen cyanide  
(HCN)

Benzene

Hydrogen Bromide

Hydrogen Sulfide

Styrene

Polychlorinated  
disbenzofurans

Methyl isocyanates

Ammonia

Acrolein

Toluene diisocyanate

Polychlorinated  
dibenzo-p-dioxins

Hydrogen fluoride

Phosgene

Carbon dioxide



Sources: <https://monographs.iarc.fr/eng/monographs/vol98/mono98-7.pdf>



## FIRE DEPARTMENT

### **Other Deficiencies:**

Future Growth

Vehicle Exhaust System

Turn Out Gear stored in Apparatus Bay

Lack of Storage

Training



# FIRE DEPARTMENT (WITH EMS)

## Space Needs:

Existing Area: 9,400 SF

New Area: 26,400 SF

Four double deep drive through bays

2 ambulance bays

4 garage size bays

5 sleeping rooms (2 EMS, 3 Fire)

Training

Staff Support (Cancer Prevention)





# POLICE DEPARTMENT

## Space Needs:

Existing Area: 1,600 SF

Projected New Area: 10,500 SF

## DEFICIENCIES

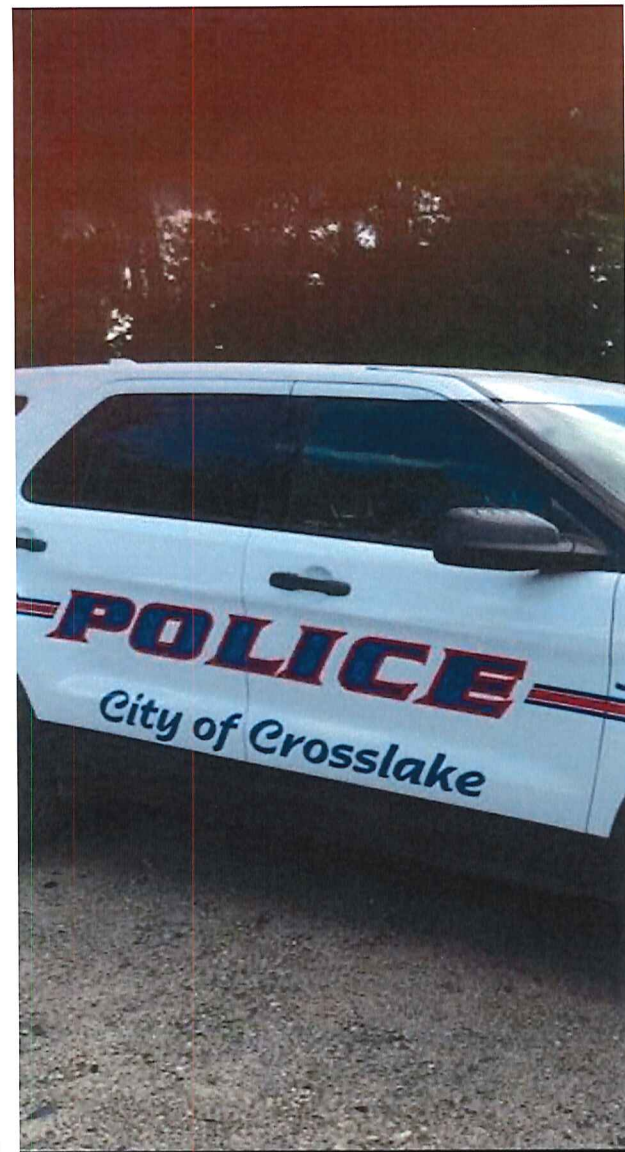
Secure & confidential public lobby

Booking/holding with sally port

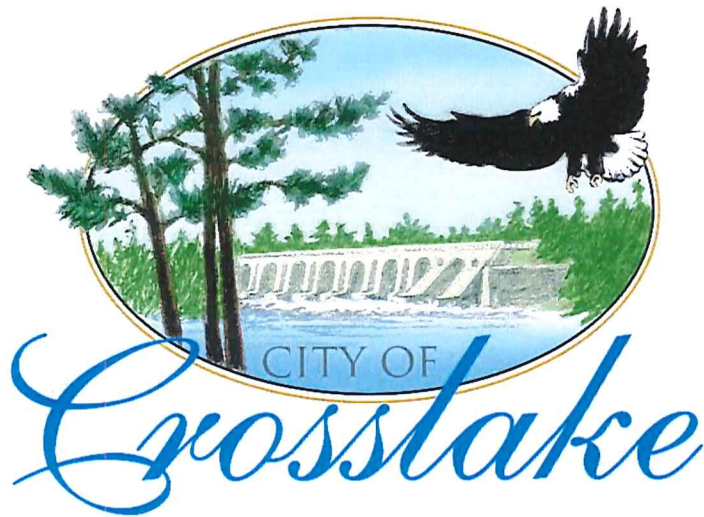
Squad Garage (4 bays)

Staff support (lockers/showers)

Evidence holding and processing



# CITY GOVERNMENT



## Space Needs:

Existing Area: 5,000 SF

Projected New Area: 9,800 SF

## DEFICIENCIES

Secure lobby

Enlarged public meeting spaces

Additional offices for future full-time staff

Additional space for confidential meetings

# SPACE NEEDS SUMMARY

---

Fire Station: 26,400 GSF  
Police Station: 10,500 GSF  
City Hall: 9,800

**Total: 46,700 GSF**  
**Existing: 17,100 GSF**

## DISCUSSION POINT NO. 2

---

What is the vision of the future  
City Government (Fire, Police,  
City Hall) in Crosslake?



# COST IMPLICATIONS

Based on Square Foot Costs of Similar Facilities





**50 Year  
Construction**

Masonry or better  
Steel framing  
Energy Efficiency  
Commercial Building Systems







Apparatus Bay



Training





Secure Lobby

Office  
Space



Booking and Holding



Council Chambers





# OPTION NO. 1

## New Crosslake Government Complex

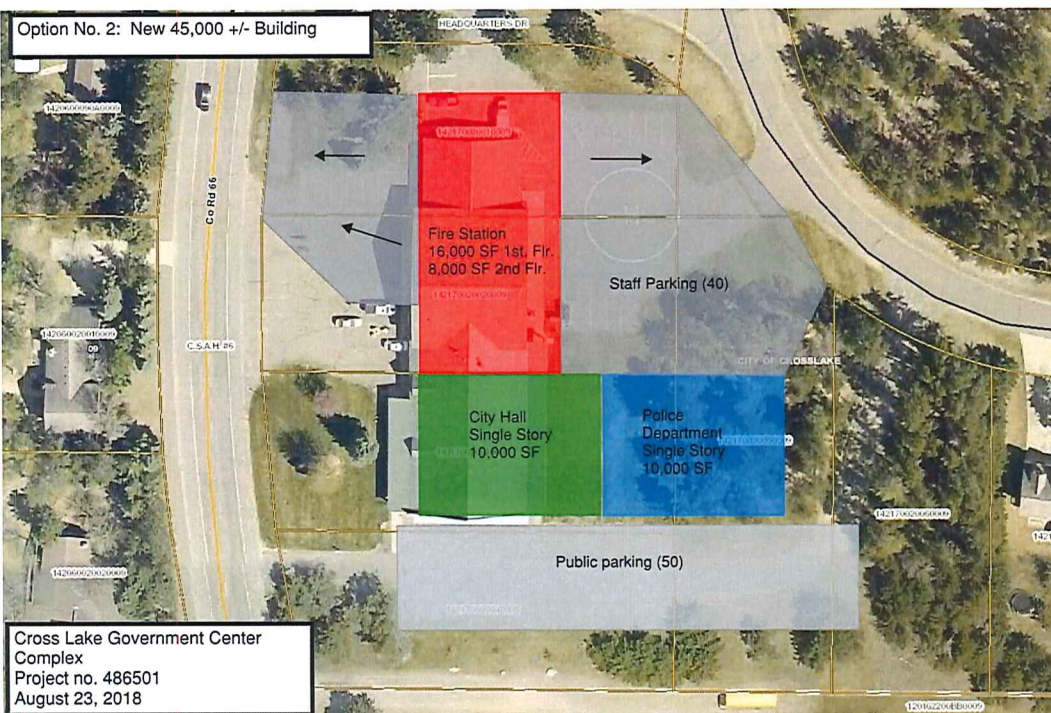
<u>Department</u>	<u>Project Cost</u>
Fire Station	\$7.5 Million
Police Station	\$2.7 Million
City Hall	\$2.5 Million

Total Size: 46,700 GSF

Construction Cost: \$10 Million

Total Project Cost: \$12.7 Million

Estimates are preliminary pending further project development.



## OPTION NO. 2

### Renovation

- All new exterior skin
- All new interior walls
- All new mechanical systems
- All new electrical systems

**17,100 SF Existing vs. 46,700 Need**



## OPTION NO. 2

---

# New Fire Station and Renovate Existing for City Hall and Police

New Construction: 26,400 SF

Renovation: 17,100 SF

New Fire Station (on new site?): \$7.5 Million

Renovate for City Hall/Police: \$3.5 Million

Total Project Cost: \$11 Million



CONCLUSION.

# Schematic Design (Option No. 1)

The work in this section is based on the concept plan included with Option 1 on the previous pages and includes the following:

Fire Station:	14,450 SF
Police Department:	10,260 SF
City Government:	3,065 SF
Shared Spaces:	3,885 SF
Mechanical Spaces:	2,370 SF
<u>Circulation:</u>	<u>4,880 SF</u>
Total	38,910 SF

A space reduction of 7,790 SF from Program



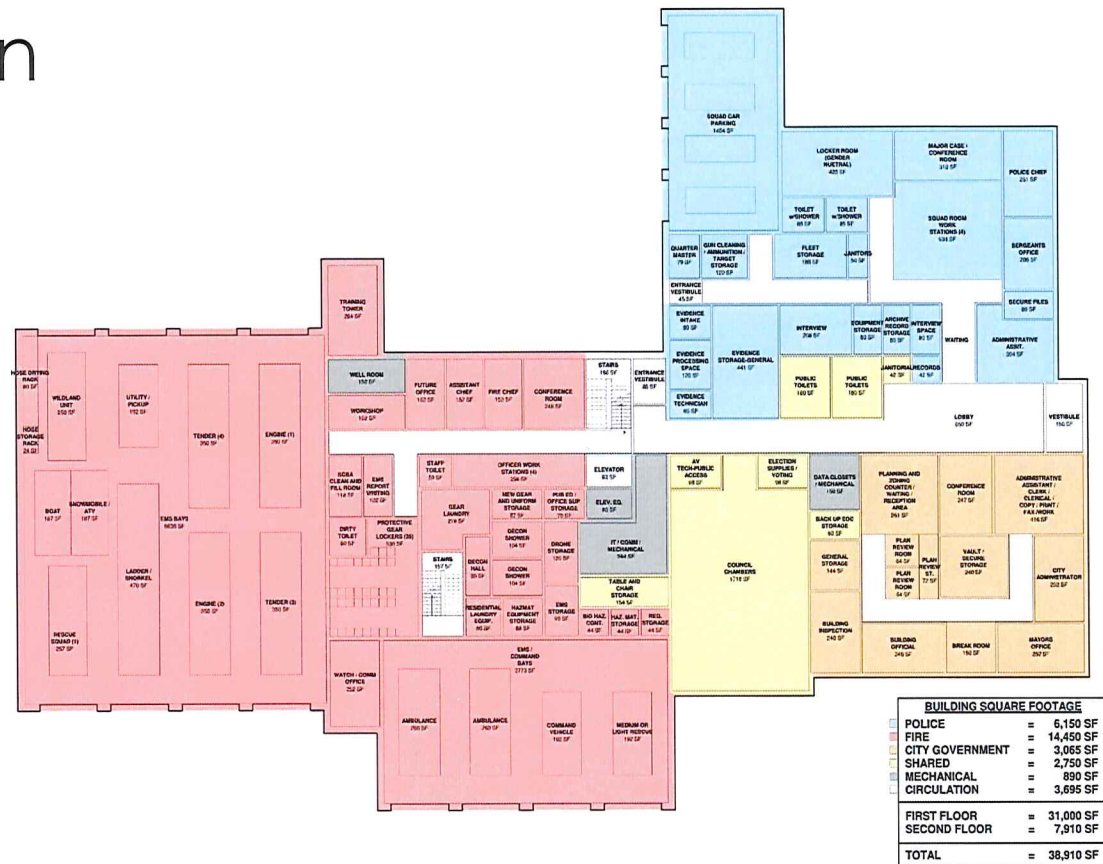
# Schematic Design (Option No. 1)

## Site Plan



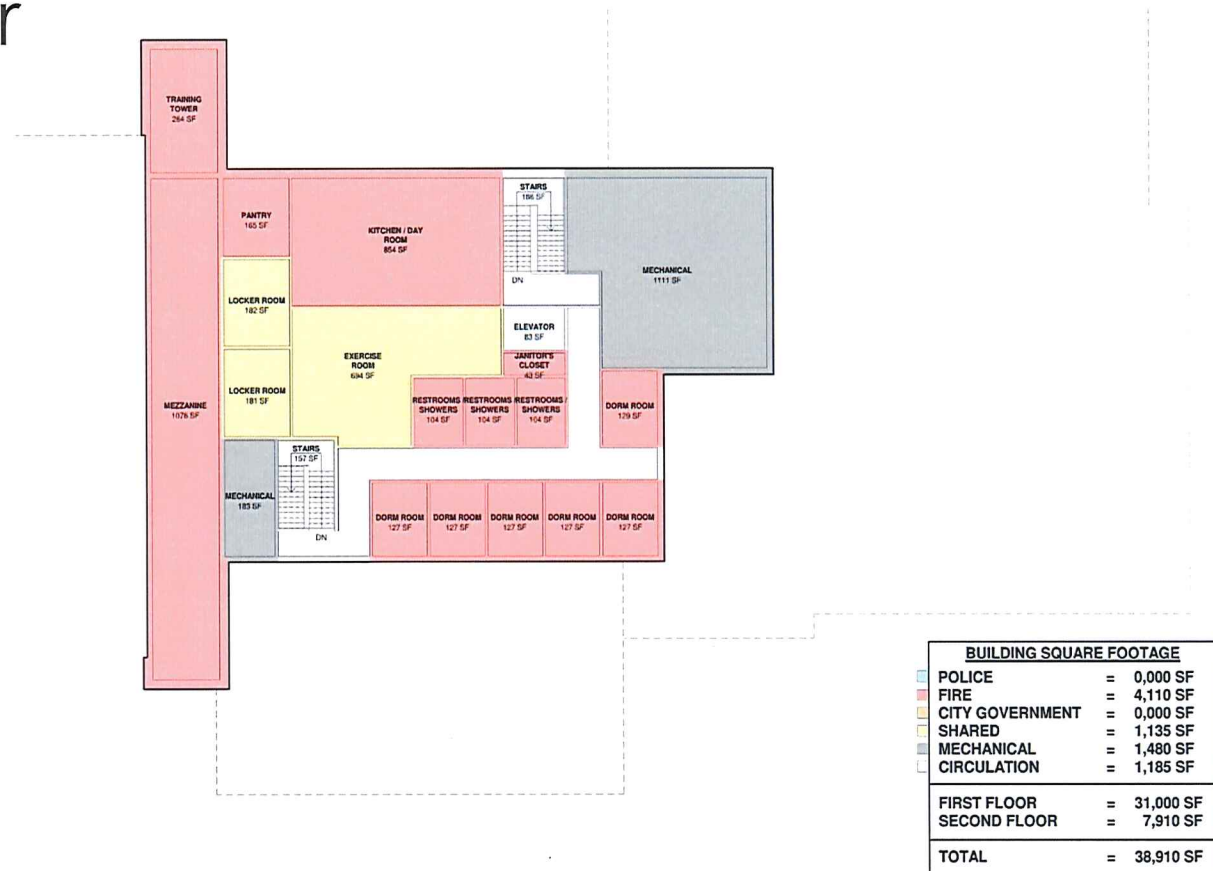
# Schematic Design (Option No. 1)

## First Floor Plan



# Schematic Design (Option No. 1)

## Second Floor Plan



## Schematic Design (Option No. 1)

The following estimate of probable cost assume a 50 year construction consisting of masonry and steel frame with a combination of brick, stone, and siding at exterior (See examples from prior slides).

Construction Cost =	\$8,369,356
<u>Other Project Costs =</u>	<u>\$2,239,689</u>
Total Project Costs =	\$10,609,045

**\$2,090,955 less than previous estimate of \$12.7M**





City of Crosslake

Planning Commission/Board of Adjustment

Summary of Record

**Sundance Ridge Homes on Crosslake** – Lot 5, 6 & 7, Sundance Ridge, 14253001005A009, 14253001006A009, 146070009CE0009, at 36969 County Road 66, Crosslake, MN 56442

Request:

- Approve the preliminary plat of the Common Interest Community No. 1058 A Condominium Sundance Ridge Condominiums First Supplemental CIC Plat consisting of 3 tracts involving approximately 4.3 +/- acres into 9 tracts

Chronology of events:

- November 13, 2018 – Development Review Team Meeting
- November 20, 2018 – Application submitted
- December 7, 2018 – Notices sent out
- December 11 & 13, 2018 – Published in local newspaper
- December 27, 2018– Planning Commission/Board of Adjust on-site
- December 28, 2018 – Planning Commission/Board of Adjust meeting – Decision made to recommend approval for the preliminary plat of the Common Interest Community No. 1058 A Condominium Sundance Ridge Condominiums First Supplemental CIC Plat
- January 14, 2019 - Crosslake City Council Meeting -Decision to approve the preliminary plat of the Common Interest Community No. 1058 A Condominium Sundance Ridge Condominiums First Supplemental CIC Plat of parcels 14253001005A009, 14253001006A009, 146070009CE0009, involving 4.3+/- acres

Packet Information:

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

Correspondence:

- No correspondence received

H.  
Z.  
a.

December 28, 2018

## FINDINGS OF FACT

### SUPPORTING/DENYING A PRELIMINARY PLAT

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

1. Does the proposed plat conform to the City's Comprehensive Plan?

Yes ☒ No

Why?

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

2. Is the proposal consistent with the existing City Subdivision Ordinance? Specify the applicable sections of the ordinance.

Yes ☒ No

Why?

- **Land subdivision must be accomplished in a manner that contributes to an attractive, orderly stable and wholesome community environment with adequate public services and safe streets. All land subdivisions, including plats, shall fully comply with the regulations in this chapter and as may be addressed in other chapters of this Code. (Sec. 44.1)**
- **The current land use classification is Waterfront Commercial and the proposed subdivision meet or exceed the minimum requirements for lot width and lot area**

3. Are there any other standards, rules or requirements that this plat must meet?

Yes ☒ No Specify other required standards.

Why?

- **The proposed lots will be required or are already hooked up to the municipal sewer system**
- **Conditions of original plat**

4. Is the proposed plat compatible with the present land uses in the area of the proposal?

Yes ☒ No Zoning District Waterfront Commercial

Why?

- **It is consistent with the surrounding zoning and uses in the area**
- **There is no proposed change in the use**

5. Does the plat conform to all applicable performance standards in Article 2 of the



Subdivision Ordinance?

Yes **X** No

Why?

- **Proposed amendment to the originally approved plat**
- **There is currently adequate ingress/egress in the plat**

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

Stormwater:

- **The current topography is conducive for the stormwater needs**

Erosion /Sediment Control:

- **Staff will work with builder/owner to meet requirements**

Wetlands:

- **The plat indicates there are wetlands on the property with the stormwater retainage protecting the wetland area**

Floodplain:

- **N/A plat indicates the contours in the proposed area to be above 1238 (RFPE is 1232.5)**

Shoreland:

- **N/A as the proposal does not include this area**

Septic Systems:

- **N/A municipal sewer system is hooked up or will be required to be used**

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

Yes **X** No

Why?

- **There is no change in the current use of the property**

8. Other issues pertinent to this matter.

- **Park dedication fees paid with original plat**
- **Work with the City Public Works Director on the municipal sewer system**

**Decision: Motion by Knippel; supported by Lindner to recommend to the Crosslake City Council the approval of the preliminary plat of Common Interest Community No. 1058 A Condominium Sundance Ridge Condominiums First Supplemental CIC Plat of parcels 14253001005A009, 14253001006A009, 146070009CE0009, of 3 tracts involving 4.3 +/- acres, Section 16, located at 36969 County Road 66, Crosslake, MN 56442**

**Per the findings of fact as discussed, the on-sites conducted on 12-27-18 and shown on the preliminary plat received at the Planning & Zoning office dated 11-20-18**

**Findings: As listed above**

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

Date: 1-25-19

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

**Sundance Ridge Homes on Crosslake  
14253001005A009, 14253001006A009, 146070009CE0009**

Herzog announced the preliminary plat request and invited Swenson owner/applicant to the podium. Kolstad read the preliminary plat request, no comments received, plat is in the waterfront commercial district, plat history and previous plat request approvals, common property parcels and that the original plat had preapproved and paid all park dedication fees into the record. Swenson explained the original approved plat request history and the current preliminary plat request. Herzog asked if any of the commissioners had additional questions, but none were forthcoming. Herzog opened the public hearing with no one responding, therefore the public hearing was closed. Herzog requested Kolstad to initiate the findings of fact procedure with the board members deliberating and responding to each question.

**December 28, 2018 Action:**

**Motion by Knippel; supported by Lindner to recommend to the Crosslake City Council the approval of the preliminary plat of Common Interest Community No. 1058 A Condominium Sundance Ridge Condominiums First Supplemental CIC Plat of parcels 14253001005A009, 14253001006A009, 146070009CE0009, of 3 tracts involving 4.3 +/- acres, Section 16, located at 36969 County Road 66, Crosslake, MN 56442**

**Per the findings of fact as discussed, the on-sites conducted on 12-27-18 and shown on the preliminary plat received at the Planning & Zoning office dated 11-20-18**

**Findings: See attached**

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

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



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

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## CITY OF CROSSLAKE

### PLANNING COMMISSION/BOARD OF ADJUSTMENT

December 28, 2018

9:00 A.M.

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

### PUBLIC HEARING NOTICE

**Applicant:** Sundance Ridge Homes on Crosslake

**Authorized Agent:** James Kramer of KLD

**Site Location:** 36969 County Road 66, Crosslake, MN 56442 on Crosslake-GD

**Request:**

- Subdivision of property

**To:**

- Subdivide parcel #14253001005A009, 14253001006A009, 146070009CE0009 involving 4.3 +/- acres into 9 tracts

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

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



## STAFF REPORT

Property Owner/Applicant: Sundance Ridge Homes on Crosslake

Parcel Number(s): 14253001005A009, 14253001006A009, 146070009CE0009

Application Submitted: November 20, 2018

Action Deadline: January 18, 2019

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

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

City Council Date: January 14, 2019

**Authorized Agent:** N/A

**Request:** To subdivide parcel #14253001005A009, 14253001006A009, 146070009CE0009 involving 4.3 +/- acres into 9 tracts

**Current Zoning:** Waterfront Commercial

**Adjacent Land Use/Zoning:**

North – Waterfront Commercial

South – Shoreland District

East – Limited Commercial

West – Public, Cross Lake

**Development Review Team Minutes held on 11-13-18:**

- Property is located at 36969 County Road 66, Crosslake, MN 56442
- Proposed to amend the plat to include 2 additional buildings with 4 units each
- Access from County Road 66
- Covenants, by-laws or any accompany documentation to be reviewed and/or amended
- Additional docks at this time will not be part of the request
- Documentation to clarify owner for signature purposes
- Commercial city sewer connection would be required when sewerage is necessary for the unconstructed building
- Wetland Delineation is a requirement and the applicant can sign a wetland delineation winter window form which allows them to proceed forward with their subdivision request
- Kramer will follow-up with Kolstad to verify additional items previously discussed
- Planning Commission/Board of Adjustment will make a recommendation to the Crosslake City Council
- Failure to record a signed deed(s)/mylar within 2 (two) years of subdivision approval by the city council shall void the approval of this plat

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

1. A certificate of survey meeting the requirements outlined in Chapter 44 of the Code of Ordinances of the City of Crosslake
2. An authorized agent form completed, signed and dated
3. Wetland delineation or a no wetland statement/letter or winter window agreement
4. A complete Subdivisions application with all required paperwork
5. The commercial public hearing fee: Preliminary \$750 + \$150 per new lot; Final \$750 + \$50 per new lot
6. Upon recommendation from the Planning Commission/Board of Adjustment to the City Council and before the city council meeting a park dedication fee of \$1,500.00 or 10% of land per new lot or a combination thereof as outlined in Chapter 44, Sec. 44-402 is required for newly created lots – research to verify previously paid

**Parcel History:**

- Sundance Ridge established in 2003
- Common Interest Community No. 1058 A Condominium Sundance Ridge Condominiums established in 2004
- October 2010 – Sign permit
- February 2011 – E911 addressing for 5 existing structures
- May 2010 – Installation of driveway and parking area
- September 2017 – Building, E911, city sewer hookup

**City Ordinance:**

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

**City Community Plan:**

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

**Agencies Notified and Responses Received:**

**County Highway:** No comments were received as of 12-18-18

**DNR:** No comments were received as of 12-18-18

**City Engineer:** No comments were received as of 12-18-18

**City Attorney:** No comments were received as of 12-18-18

**Lake Association:** No comments were received as of 12-18-18

**Crosslake Public Works:** No comments were received as of 12-18-18

**Crosslake Park, Recreation & Library:** No comments were received as of 12-18-18

**Concerned Parties:** No comments were received as of 12-18-18

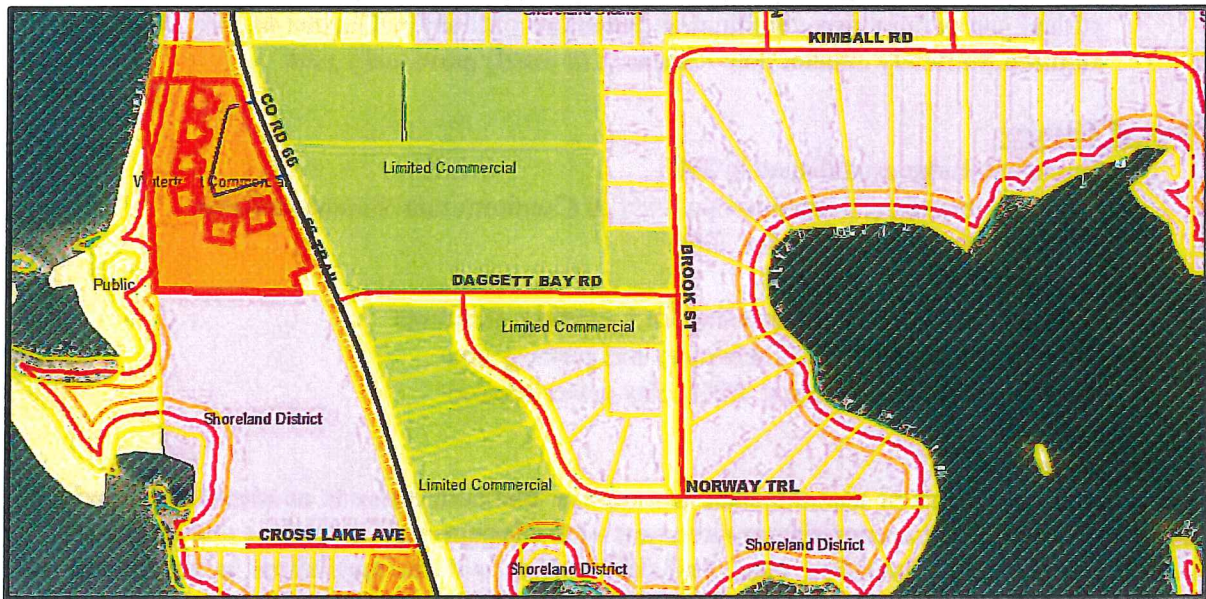


**POSSIBLE MOTION:**

To make a recommendation to the Crosslake City Council to approve/table/deny the subdivision of parcel #14253001005A009, 14253001006A009, 146070009CE0009 involving 4.3 +/- acres into 9 tracts located at 36969 County Road 66, City of Crosslake

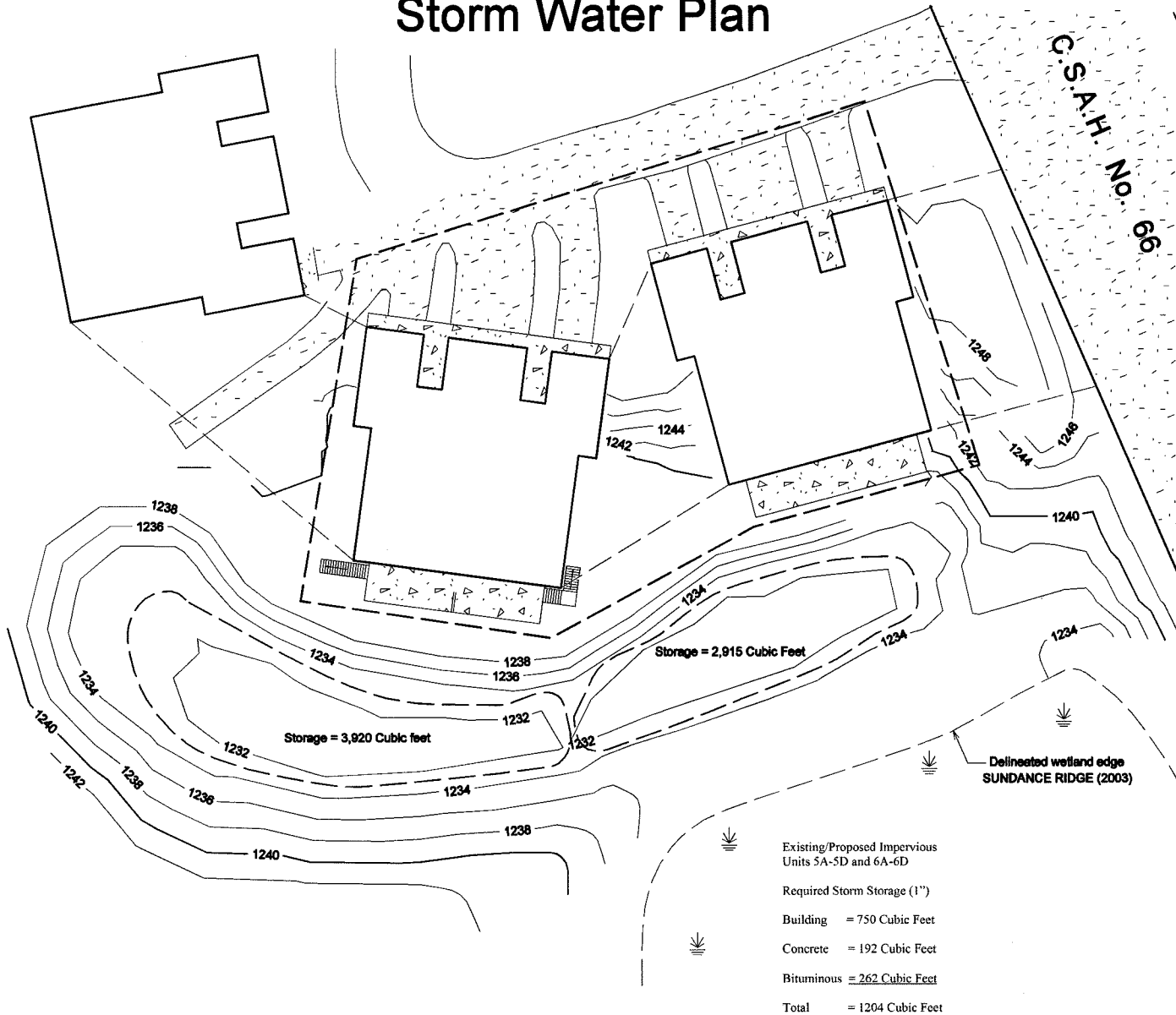
**EXHIBITS:**

Declaration & Disclosure Statement is available in the Crosslake city hall for review.





# Storm Water Plan



Existing/Proposed Impervious  
Units 5A-5D and 6A-6D

Required Storm Storage (1")

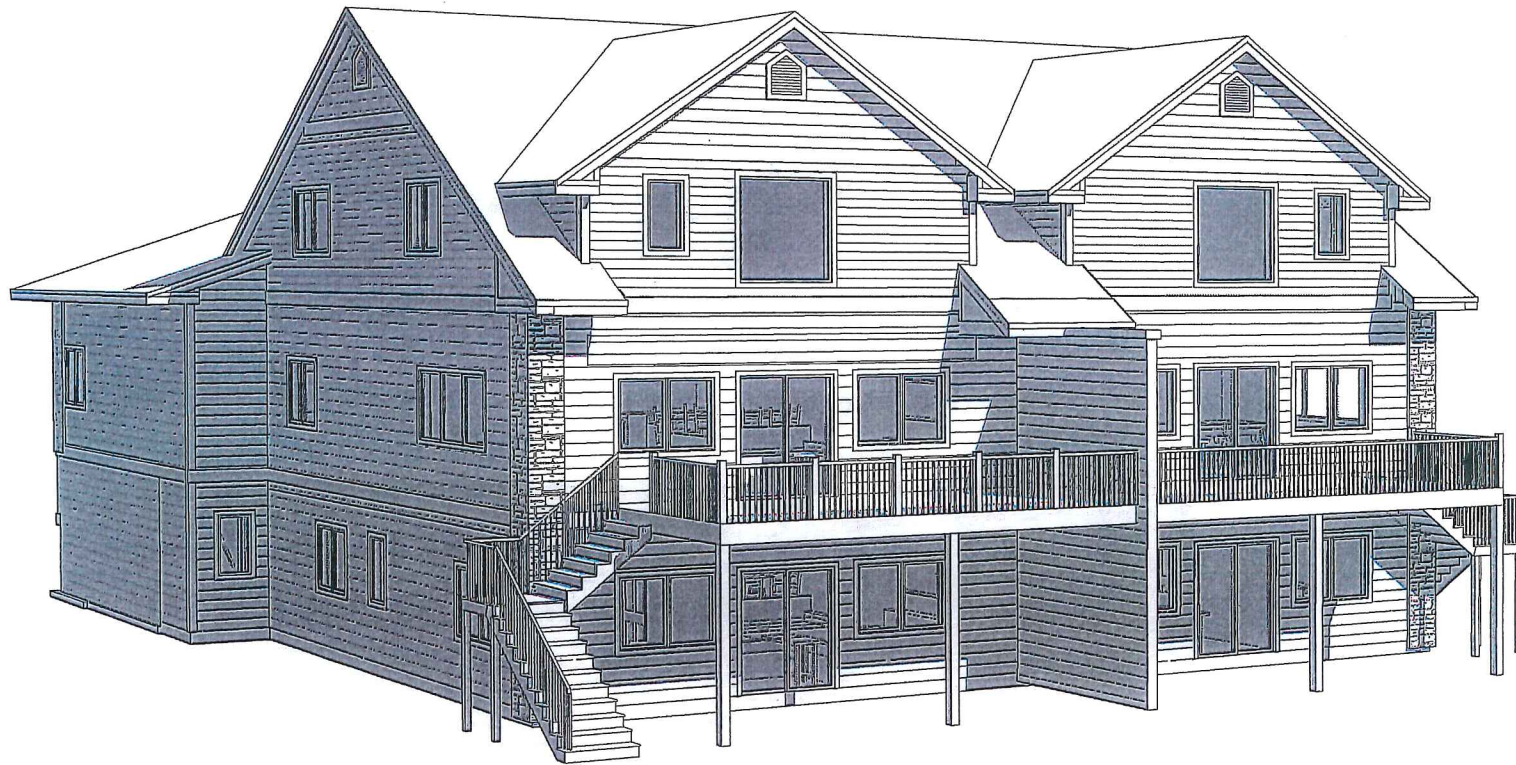
Building = 750 Cubic Feet

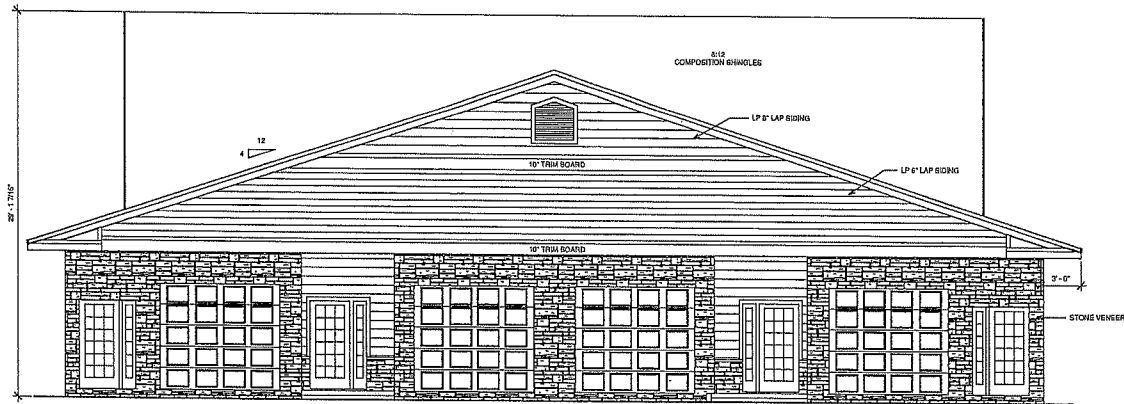
Concrete = 192 Cubic Feet

Bituminous = 262 Cubic Feet

Total = 1204 Cubic Feet

# 4-PLEX -UNITS 822, 823, 832 & 833





① FRONT ELEVATION  
1/4" = 1'-0"



② LEFT ELEVATION  
1/4" = 1'-0"

SCALE NOTE: 11X17 PRINTS ARE NOT TO SCALE

# Disclaimer Of Warranties

This document is a design and is not to be used for construction. It is the responsibility of the client to ensure that the design is suitable for the intended use and that all necessary permits are obtained. The designer is not responsible for any errors or omissions in this document. The client is responsible for the accuracy of the information provided to the designer. The designer is not responsible for any changes or modifications to the design after it has been approved by the client. The client is responsible for the final outcome of the project.



PO Box 847, Alexandria, MN  
320-815-3143



SUNDANCE RIDGE CONDO  
4-PLEX - UNITS 822, 823, 832 & 833

DRAWN BY KIM GREEN  
WOODLAND HOME DESIGN

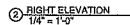
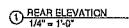
DATE	4/11/17	COMMENTS
REVISION	4/26/17	
REVISION	5/9/17	BID SET
REVISION	8/22/17	
REVISION	10/4/17	DIG SET
REVISION	1/30/18	WINDOW UPDATES

ELEVATIONS

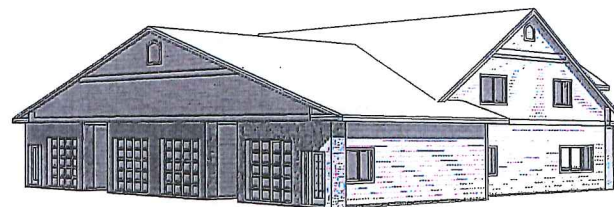
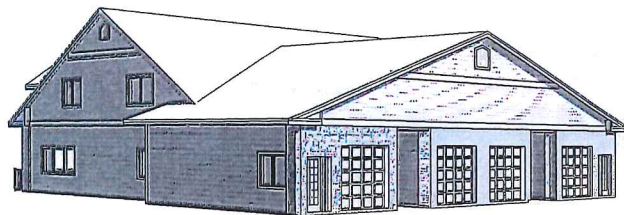
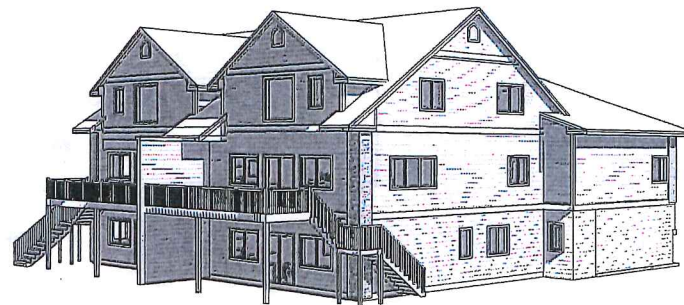
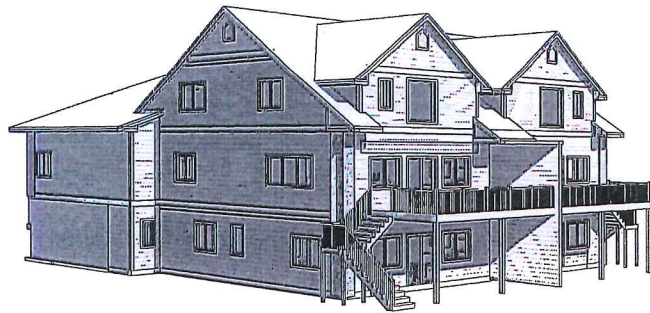
A-1.1

Scale 1/4" = 1'-0"

ELEVATIONS ARE DESIGNER RENDERED AND MAY NOT REFLECT ACTUAL GRADE, GRADE AND SLOPE TO BE DETERMINED ON SITE



Scale 1/4" = 1'-0"



PERSPECTIVE VIEWS ARE FOR PRESENTATION PURPOSES REFER TO ELEVATIONS AND SECTIONS FOR BUILDING DETAILS

SCALE NOTE: 11X17 PRINTS ARE NOT TO SCALE

# Disclaimer Of Warranties

The above information is provided for informational purposes only and is not intended to constitute a contract. The user of this information is responsible for obtaining all necessary permits and for ensuring that the information is used in accordance with applicable laws and regulations. The user of this information is also responsible for obtaining all necessary insurance and for ensuring that the information is used in accordance with applicable laws and regulations. The user of this information is also responsible for obtaining all necessary insurance and for ensuring that the information is used in accordance with applicable laws and regulations.



P.O. Box 847, Alexandria,  
MN  
320-815-3143



SUNDANCE RIDGE CONDO  
4-PLEX - UNITS 822, 823, 832 & 833

DRAWN BY KIM GREEN  
WOODLAND HOME DESIGN

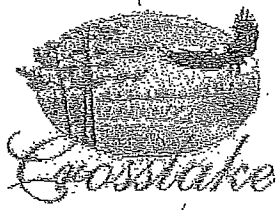
DATE	DESCRIPTION
4/11/17	
REVISION 4/26/17	
REVISION 5/2/17	BID SET
REVISION 5/26/17	
REVISION 10/4/17	DIG SET
REVISION 1/23/18	WINDOW UPDATES

EXTERIOR  
3D VIEWS

A-1.3

Scale





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

1810192 S

Receipt Number: 315134

Permit Number:

Property Owner(s): Sundance Ridge Homes on Crosslake

Mailing Address: 36969 1090 2nd St. S, Suite 2A Sartell, MN 56377

Site Address: 36969 CR66, Crosslake, MN 56442

Phone Number: 320-230-6060 Stuart Swenson

E-Mail Address: info@sundanceridge.com  
146070009CE0009

Parcel Number(s): 14253051005A009, 14253001006A009

Legal Description: Lot 5, Lot 6, Lot 7, Sundance Ridge

Sec 16 Twp (137) Rge 26 / (27) / 28

Land Involved: Width: 350' Length: 556' Acres: 4.3 +/-

Lake/River Name: Cross Lake

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

If yes, list Parcel Number(s) C1C 1058

Authorized Agent: James Kramer - KLD

Agent Address: 1120 Industrial Park Road, Brainerd, MN 56401

Agent Phone Number: 218-829-5333

Signature of Property Owner(s)

Date

Signature of Authorized Agent(s)

Date 11-20-2018

**Subdivision Type**

(Check applicable request)

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

**Development**

8 Number of proposed lots

Number of proposed outlots

**Access**

☒ Public Road / Common Element

☐ Easement

Easement recorded: ☐ Yes ☐ No

**Septic**

Compliance

SSTS Design

Site Suitability

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

**For Office Use:**

Application accepted by CS Date 11-20-18 Land Use District WC Lake Class GA Park, Rec, Lib No



# COMMON INTEREST COMMUNITY NO. 1058 A CONDOMINIUM SUNDANCE RIDGE CONDOMINIUMS

This CIP plot is a part of a declaration recorded as document  
Number 1616 RDD on this 22 day of June, 2004.  
*Barry R. Dorniden*  
County Recorder

I, Barry R. Dorniden, do hereby certify that the work was undertaken by or reviewed and approved by me for this CIP Plot of COMMON INTEREST COMMUNITY NUMBER 1058, A CONDOMINIUM SUNDANCE RIDGE CONDOMINIUMS, being located upon:  
Lots 1, 2, 3, 4 & 7 Block 1, SUNDANCE RIDGE, a duly recorded plot thereof on file and of record in the office of the County Recorder, Crow Wing County, Minnesota.

And the Additional Real Estate is described as follows:  
Lots 5 and 6, Block 1, of said SUNDANCE RIDGE.

Fully and accurately depicts all information required by Minnesota Statutes, Section 515B.2-110.  
Dated this 15 day of June, 2004.

*Barry R. Dorniden*  
Barry R. Dorniden, Land Surveyor  
Minnesota License No. 23044

STATE OF MINNESOTA  
COUNTY OF BENTON  
The foregoing Surveyor's Certificate was acknowledged before me this 1 day of June, 2004, by Barry R. Dorniden,  
Licensed Land Surveyor, Minnesota License Number 23044.

*Gordon L. Wenner*  
Gordon L. Wenner  
Notary Public - Benton County, Minnesota  
My Commission Expires June 30, 2005

I, Brooke Silvernail, pursuant to Minnesota Statutes, Section 515B.2-101(c), do hereby certify that all structural components and mechanical systems serving more than one unit in all buildings containing the units thereby created are substantially completed.  
Dated this 15 day of June, 2004.

*Brooke Silvernail*  
Brooke Silvernail, Architect  
Minnesota License No. 18002

STATE OF MINNESOTA  
COUNTY OF Sauk  
The foregoing instrument was acknowledged before me this 2ND day of June, 2004, by, Brooke Silvernail, Architect,  
Licensed Architect, Minnesota License Number 18002.

*Shirley E. Grischowski*  
Shirley E. Grischowski  
Notary Public - Sauk County, Minnesota  
My Commission Expires 7/31/05

This plot of COMMON INTEREST COMMUNITY NUMBER 1058, A CONDOMINIUM, SUNDANCE RIDGE CONDOMINIUM, was approved by the city council for the City of Cross Lake, Minnesota, this 19 day of May, 2004.

*Mayor*  
Mayor

*Attest City Clerk*  
Attest City Clerk

I, Roy A. Luukkainen, Auditor for Crow Wing County, Minnesota, do hereby certify that the taxes on the lands described hereon have been paid for the years prior to 2004.

*Roy A. Luukkainen*  
Auditor  
Crow Wing County, Minnesota

I, Lauren E. Borden, Treasurer for Crow Wing County, Minnesota, do hereby certify that the taxes on the lands described hereon payable in the year 2004, have been paid.

*Lauren E. Borden by Cliff Gregory Chief Deputy*  
Treasurer  
Crow Wing County, Minnesota

PRIVACY WALLS ARE LIMITED COMMON ELEMENTS.  
LCE-DENOTES LIMITED COMMON ELEMENT  
AC -DENOTES AIR CONDITIONING UNIT -(LCE)  
ALL EXTERIOR UNIT DIMENSIONS ARE EITHER 90 DEGREES OR 270 DEGREES

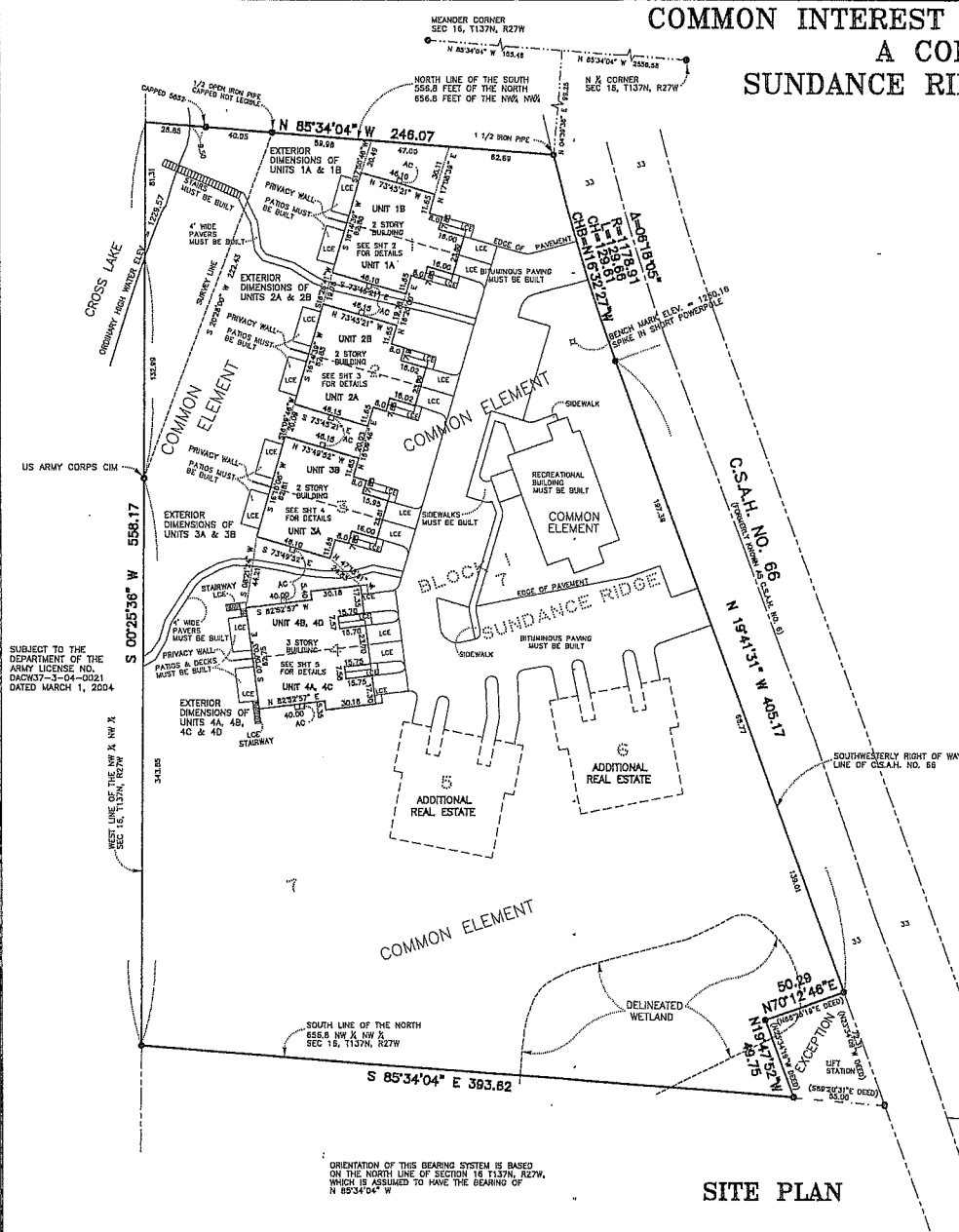
0 40 80 120  
SCALE IN FEET

○ DENOTES IRON MONUMENT SET  
● DENOTES IRON MONUMENT FOUND  
○ DENOTES CAST IRON MONUMENT FOUND

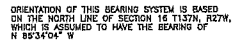


BROWN HERKENROFF  
1424 2ND STREET NORTH  
SAUK RAPIDS, MN. 56379  
PHONE (320) 289-1234  
FAX (320) 283-1234

sheet 1 of 5 sheets



SITE PLAN



BROWN MERKENHOFF  
1424 2nd STREET NORTH  
SAUK RAPIDS, MN. 56379  
PHONE (320) 259-1234  
FAX (320) 203-1234

## SUPPLEMENTAL DECLARATION

**THIS SUPPLEMENTAL DECLARATION** is made this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ by **Sundance Ridge Homes on Crosslake L.L.C.** (“Declarant”), a Minnesota limited liability company, and is based on the following facts:

- A. Pursuant to a certain Common Interest Community Number 1058, A Condominium, Sundance Ridge Condominiums Declaration, dated June 14, 2004, recorded in the office of County Recorder in and for Crow Wing County, Minnesota on June 21, 2004 as Document No. 0666800 (the “Original Declaration”), Sundance II, LLC (“Original Declarant”), a Minnesota limited liability company, created a condominium under the Minnesota Common Interest Ownership Act, Minn. Stat. Chapter 515B, as amended (the “Act”).
- B. The Original Declaration Original created a project (the “Project”) consisting of ten (10) Units (collectively, the “Original Units”), and Common Elements.
- C. Pursuant to Section 11 of the Original Declaration, Original Declarant reserved the right to add additional Units to the Project.
- D. The Original Declaration was corrected by a certain Corrective Common Interest Community Number 1058, A Condominium, Sundance Ridge Condominiums Declaration, dated as of June 14, 2004, recorded in the office of said County Recorder on February 7, 2006 as Document No. 0703910 (the “Corrective Declaration”).
- E. Pursuant to a certain First Amendment to Corrective Common Interest Community Number 1058, A Condominium, Sundance Ridge Condominiums Declaration, dated April 22, 2015, recorded in the office of said County Recorder on May 5, 2015 as Document No. 858769 (the “First Amendment”), Original Declarant and the requisite number of other Unit Owners agreed to extend, to May 5, 2035, the time limit under Section 515B.2-1-06(a) for the addition of Units to the Project (the Original Declaration, as corrected by the Corrective Declaration and amended by the First Amendment, is hereafter called the “Declaration”).

- F. Pursuant to a certain Transfer of Special Declarant Rights, dated April 22, 2015, recorded in the office of said County Recorder on May 5, 2015 as Document No. 858770, Original Declarant transferred to Declarant all Special Declarant Rights under the Declaration.
- G. Declarant wishes to add to the Project four (4) additional Units (collectively, the "New Units" and individually, a "New Unit").

**NOW, THEREFORE**, in consideration of the facts stated above, and in order to add additional Units to the Project, Declarant hereby supplements the Declaration as follows:

1. Recitals Incorporated. The facts stated above are hereby incorporated into and made a part of this Supplemental Declaration by this reference.
2. Definitions. Capitalized terms used but not defined in this Supplemental Declaration are defined as provided in the Declaration.
3. Addition of Additional Real Estate. The real estate being added to the Project by this Supplemental Declaration is a part of the Additional Real Estate defined on Exhibit B to the Original Declaration, namely Lot 5, Block 1, Sundance Ridge, according to the duly recorded plat thereof on file and of record in the office of the County Recorder, Crow Wing County, Minnesota.
4. Boundaries and Unit Identifiers of New Units. The boundaries and Unit identifier of each New Unit created by this Supplemental Declaration are as shown on the First Supplemental CIC Plat, a copy of which is attached hereto as **Exhibit "A"** and made a part hereof by this reference (the "New CIC Plat"). As with the Original Units, the boundaries of each New Unit shall be the interior unfinished surface of the walls, floors and ceilings thereof, depicted as boundaries on the New CIC Plat. Accordingly, all lath, furring, wallboard, plasterboard and plaster constituting a part of the wall shall be deemed to be outside of the New Unit, and any paneling, tiles, wallpaper, paint, carpeting, linoleum or other wall or floor coverings or furnishings shall be deemed to be included within the New Unit. The entry area for each New Unit depicted on the New CIC Plat shall be considered part of the New Unit. All doors and windows located in the perimeter walls of a New Unit shall be deemed to be part of that New Unit.
5. Reallocation of Votes in the Association, Common Expense Liabilities and Interests in Common Elements. The reallocation of votes in the Association, Common Expense Liabilities and Interests in the Common Element resulting from this Supplemental Declaration for both the Original Units and the Existing Units is as shown interests votes in the Association and Common Expense liabilities for the Units created by the Original Declaration and the Units created by this Supplemental Declaration are set forth on **Exhibit "B"** attached hereto and made a part hereof by this reference.

6. Limited Common Elements Formed from the Additional Real Estate. The Limited Common Elements formed out of the Additional Real Estate, and the Unit to which each is allocated, is as shown on the New CIC Plat. The driveways or the half of the driveways and the sidewalks adjacent to and serving each New Unit are Limited Common Elements allocated for the exclusive use of that New Unit to the exclusion of the other Units. Also, the air-conditioning equipment serving each New Unit and deck or patio areas that are accessible from each New Unit are Limited Common Elements allocated for the exclusive use of such New Unit to the exclusion of the other Units.

7. Additional Units. The total number of Units that hereafter may be created in the Project is four (4).

8. Period of Declarant Control; Notice to Association. The period of Declarant control under the Declaration has terminated. Attached hereto as **Exhibit "C"** and made a part hereof by this reference is an affidavit attesting to the fact that Declarant has given to the Association notice of Declarant's intention to add additional real estate to the Association, as required by Section 515B.2-111(b) of the Act.

9. Survival. Except as expressly amended by this Supplemental Declaration, all of the terms, covenants, provisions and agreements in the Declaration shall remain in full force and effect.

**IN WITNESSETH WHEREOF**, Declarant has caused this Supplemental Declaration to be duly executed as of the day and year first above written.

**DECLARANT:**  
**Sundance Ridge Homes on Crosslake**  
**L.L.C.**

By: \_\_\_\_\_

Its: \_\_\_\_\_

STATE OF MINNESOTA            )  
  )  
COUNTY OF \_\_\_\_\_ )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ by \_\_\_\_\_, the \_\_\_\_\_ of Sundance Ridge Homes on Crosslake, L.L.C., a Minnesota limited liability company, on behalf of the company.

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_

Drafted By:  
Moss & Barnett (JLW)  
A Professional Association  
150 South Fifth Street  
Suite 1200  
Minneapolis, MN 55402



**EXHIBIT "A"**

**New CIC Plat**

## Exhibit "B"

### Reallocation of Votes in the Association, Percentage Interests in Common Elements, and Common Expense Liabilities effected by this Supplemental Declaration:

Unit	Original Votes in the Association	New Votes in the Association	Original Percentage Interests and Common Expense Liabilities	Reallocated Percentage Interests and Common Expense Liabilities
<u>Original Units</u>				
Unit 1A	1	1	10%	1/14
Unit 1B	1	1	10%	1/14
Unit 2A	1	1	10%	1/14
Unit 2B	1	1	10%	1/14
Unit 3A	1	1	10%	1/14
Unit 3B	1	1	10%	1/14
Unit 4A	1	1	10%	1/14
Unit 4B	1	1	10%	1/14
Unit 4C	1	1	10%	1/14
Unit 4D	1	1	10%	1/14
<u>New Units</u>				
Unit 5A	0	1	0%	1/14
Unit 5B	0	1	0%	1/14
Unit 5C	0	1	0%	1/14
Unit 5D	0	1	0%	1/14
<b>TOTALS</b>	<b>10</b>	<b>14</b>	<b>100%</b>	<b>100.00%</b>

**EXHIBIT “C”**

**Affidavit of Compliance with Minn. Stat. §515B.2-111(b)**

Preliminary Plat of  
COMMON INTEREST COMMUNITY NO. 1058  
A CONDOMINIUM  
SUNDANCE RIDGE CONDOMINIUMS  
FIRST SUPPLEMENTAL CIC PLAT

(Lot 5, Sundance Ridge)  
The property address for the subject property is:

36943 Sundance Loop  
Crosslake, MN 56442

The Parcel Number for the subject property is 14253001005.4009.

AND

(Lot 6, Sundance Ridge)  
The property address for the subject property is:

Not Declared

The Parcel Number for the subject property is 14253001006.4009.

AND

(Lot 7, Sundance Ridge)  
The property address for the subject property is:

Not Declared

The Parcel Number for the subject property is 14607000900CE009. This parcel is a Common Interest parcel in COMMON INTEREST COMMUNITY NO. 1058 A CONDOMINIUM SUNDANCE RIDGE CONDOMINIUMS.

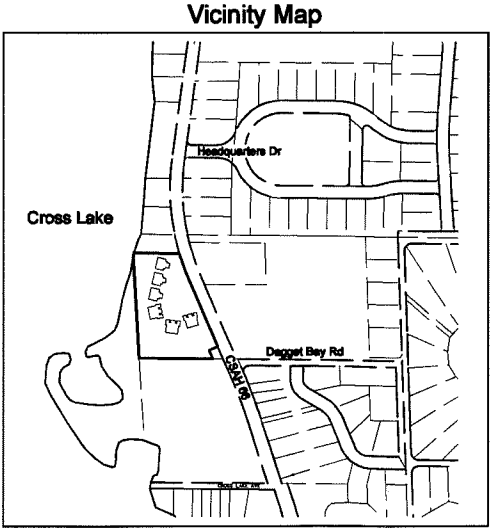
Surveyors Notes

The current zoning classification for the subject property is Waterfront Commercial

This survey was completed without the benefit of a title commitment or title opinion, there may be easements or other limiting factors that affect the subject property that are not shown on this survey.

The subdivision of SUNDANCE RIDGE was approved by the City of Crosslake and recorded in 2003, Document number 655263.

The subdivision of COMMON INTEREST COMMUNITY NO. 1058 A CONDOMINIUM SUNDANCE RIDGE CONDOMINIUMS was approved by the City of Crosslake and recorded in 2004, Document number 666800.



LEGEND	
MANHOLE	⊙ M
CATCH BASIN	⊠
CULVERT APRON	▤
WELL	⊙
TANK (As Specified)	⊠
SEWER CLEANOUT	⊙
LIFT STATION	⊠
HYDRANT	⊙
VALVE (Water, Gas, ect.)	⊙
LIGHT POLE	⊙
UTILITY POLE	⊙
UTILITY POLE ANCHOR	⊙
UTILITY PEDESTAL	⊙
UTILITY METER	⊙
UTILITY HANDHOLE	⊙
SOIL BORING	⊙
STREET SIGN POST	⊙
TREE (Deciduous)	⊙
TREE (Coniferous)	⊙
Denotes iron monument found	●
Denotes 1/2" iron pipe set and marked by License No. 23068	○

Orientation of this bearing system is the  
Crow Wing County coordinate system.



Client Name: Sundance Ridge Homes on Crosslake

I HEREBY CERTIFY THAT THIS PLAN, SURVEY, OR REPORT  
WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION  
AND THAT I AM A DULY REGISTERED LAND SURVEYOR UNDER  
THE LAWS OF THE STATE OF MINNESOTA.  
SIGNATURE: *James Kramer* DATE: 11-20-2018  
Checked By: JK JAMES KRAMER, MN LICENSE NUMBER 23068

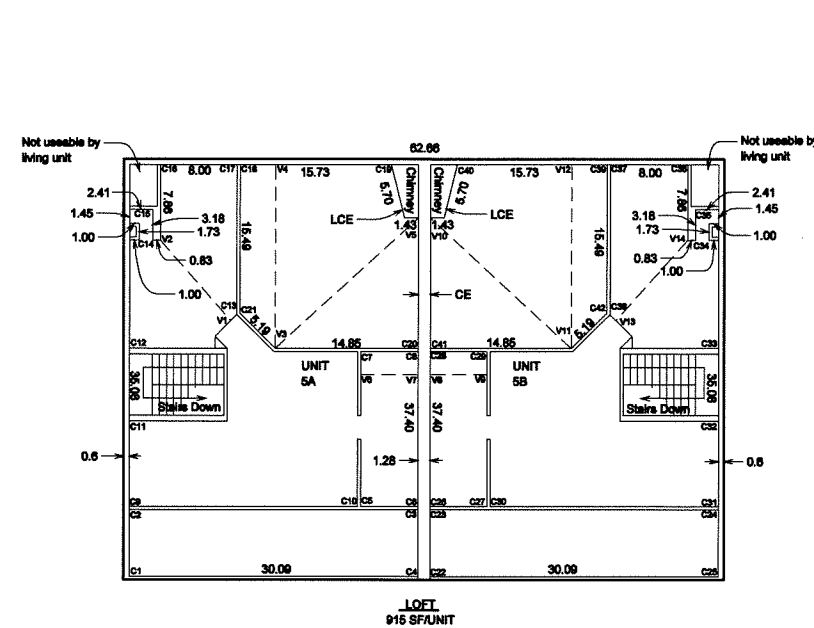
PROJECT NO. SUNDA1801



PRELIMINARY

COMMON INTEREST COMMUNITY NO. 1058  
A CONDOMINIUM  
SUNDANCE RIDGE CONDOMINIUMS  
FIRST SUPPLEMENTAL CIC PLAT

FLOOR PLANS  
UNITS 5A, 5B, 5C, AND 5D



All exterior dimensions shown were measured without siding.

All interior dimensions shown were measured to the finished surface of walls, floors and ceilings.

Building Elevations

Unit 5A

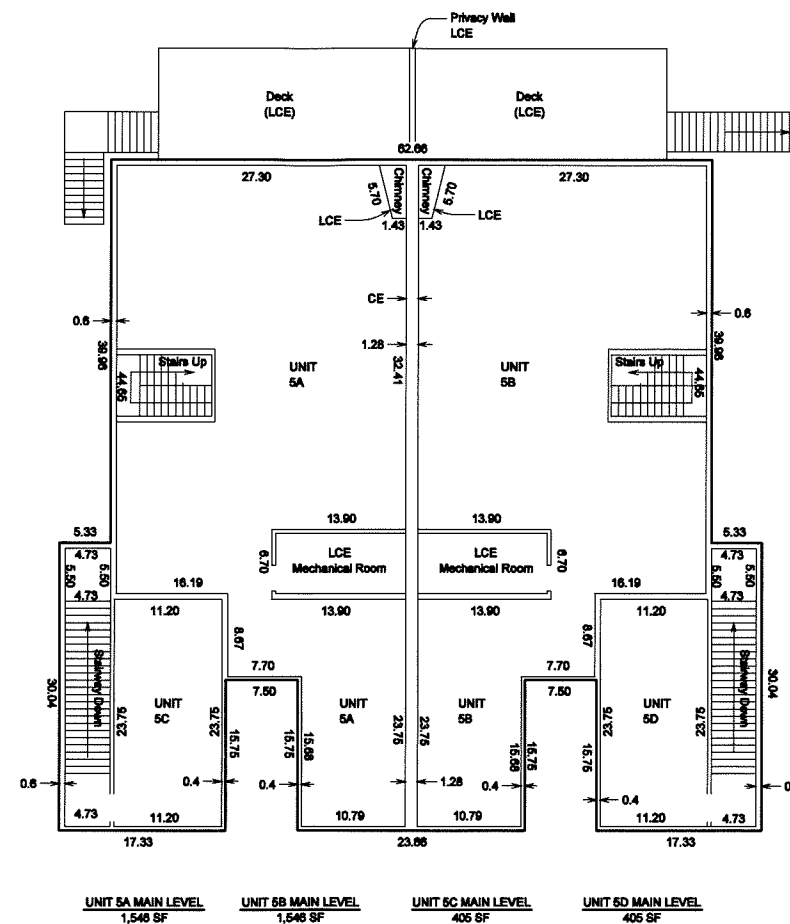
First Floor = 1250.28  
First Ceiling = 1259.28  
Second Floor = 1260.86

C1	1262.16	C15	1264.00
C2	1266.67	C16	1266.64
C3	1266.67	C17	1271.93
C4	1262.16	C18	1272.36
C5	1267.37	C19	1266.17
C6	1267.37	C20	1273.74
C7	1273.93	C21	1272.36
C8	1273.93	V1	1271.59
C9	1267.16	V2	1266.56
C10	1267.16	V3	1274.25
C11	1272.89	V4	1274.17
C12	1273.76	V5	1265.29
C13	1272.03	V6	1275.57
C14	1266.13	V7	1275.57

Unit 5B

First Floor = 1250.28  
First Ceiling = 1259.28  
Second Floor = 1260.86

C22	1262.16	C36	1266.64
C23	1266.67	C37	1271.93
C24	1266.67	C38	1272.03
C25	1262.16	C39	1272.36
C26	1267.37	C40	1266.17
C27	1267.37	C41	1273.74
C28	1273.93	C42	1272.36
C29	1273.93	V8	1275.57
C30	1267.16	V9	1275.57
C31	1267.16	V10	1265.29
C32	1272.89	V11	1274.25
C33	1273.76	V12	1274.17
C34	1266.13	V13	1271.59
C35	1264.00	V14	1266.56

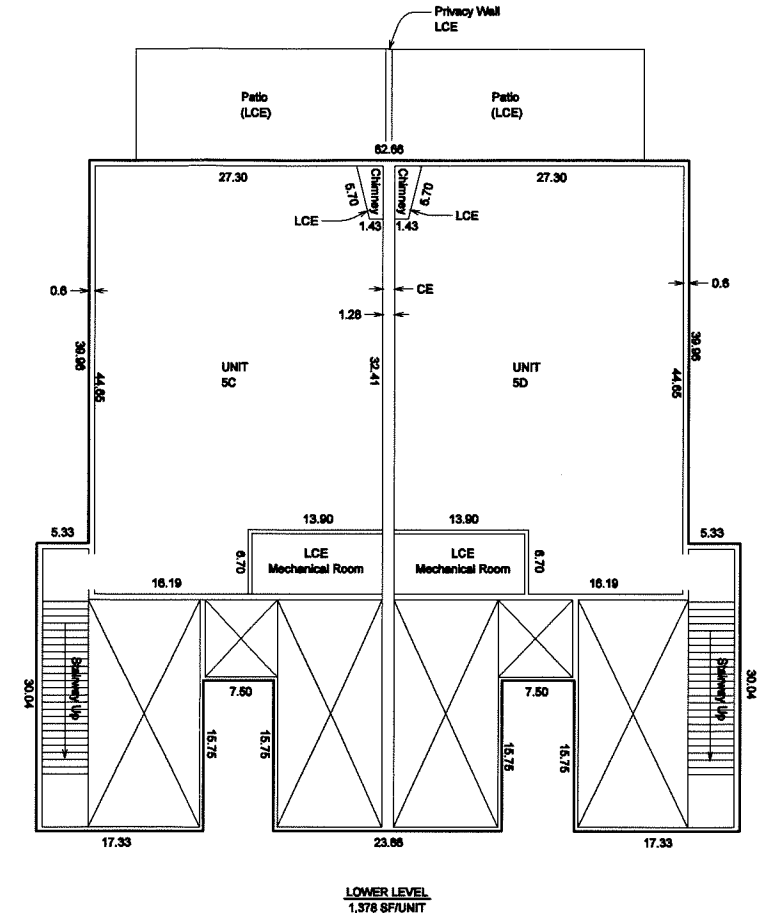


1) Elevations shown are referenced to a bench mark as denoted on sheet 1 of 3

2) All exterior wall are common elements

CE - Denotes Common Element

LCE - Denotes Limited Common Element



All exterior dimensions shown were measured without siding.

All interior dimensions shown were measured to the finished surface of walls, floors and ceilings.

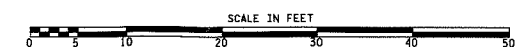
Building Elevations

Unit 5D

Lower Floor = 1239.50  
Garage Floor = 1250.28  
Lower Ceiling = 1248.50

Unit 5D

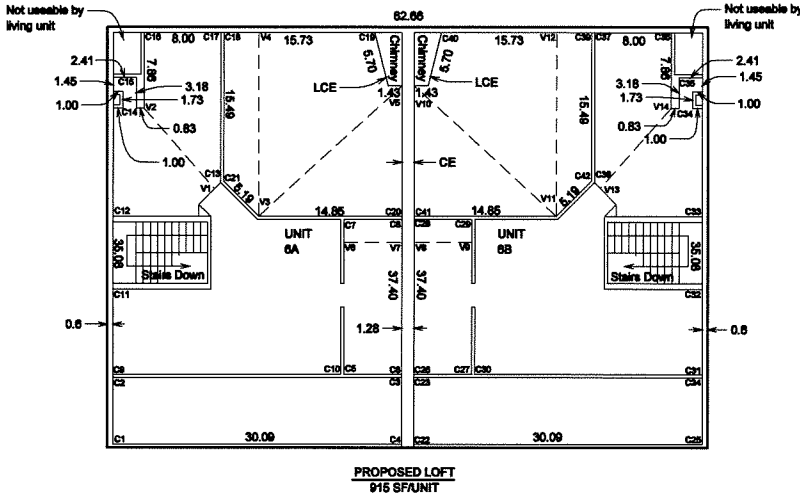
Lower Floor = 1239.50  
Garage Floor = 1250.28  
Lower Ceiling = 1248.50



PRELIMINARY

COMMON INTEREST COMMUNITY NO. 1058  
A CONDOMINIUM  
SUNDANCE RIDGE CONDOMINIUMS  
FIRST SUPPLEMENTAL CIC PLAT

FLOOR PLANS  
UNITS 6A, 6B, 6C, AND 6D



All exterior dimensions shown are proposed without siding.  
All interior dimensions shown are proposed to the finished surface of walls, floors and ceilings.

Proposed Building Elevations

Unit 6A

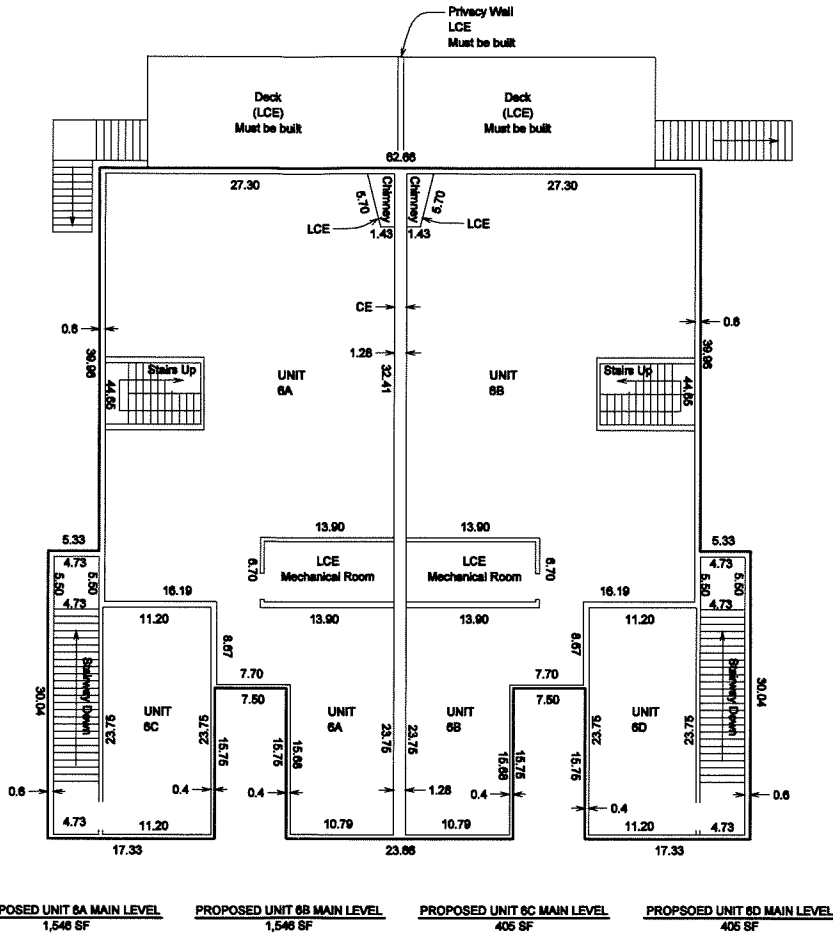
First Floor = 1249.88  
First Ceiling = 1258.88  
Second Floor = 1260.46

C1	1261.76	C15	1263.60
C2	1266.27	C16	1266.24
C3	1266.27	C17	1271.53
C4	1261.76	C18	1271.96
C5	1266.97	C19	1265.77
C6	1266.97	C20	1273.34
C7	1273.53	C21	1271.96
C8	1273.53	V1	1271.19
C9	1266.76	V2	1266.16
C10	1266.76	V3	1273.85
C11	1272.49	V4	1273.77
C12	1273.36	V5	1264.89
C13	1271.63	V6	1275.17
C14	1265.73	V7	1275.17

Unit 6B

First Floor = 1249.88  
First Ceiling = 1258.88  
Second Floor = 1260.46

C22	1261.76	C36	1266.24
C23	1266.27	C37	1271.53
C24	1266.27	C38	1271.63
C25	1261.76	C39	1271.96
C26	1266.97	C40	1265.77
C27	1266.97	C41	1273.34
C28	1273.53	C42	1271.96
C29	1273.53	V8	1275.17
C30	1266.76	V9	1275.17
C31	1266.76	V10	1264.89
C32	1272.49	V11	1273.85
C33	1273.36	V12	1273.77
C34	1265.73	V13	1271.19
C35	1263.60	V14	1266.16

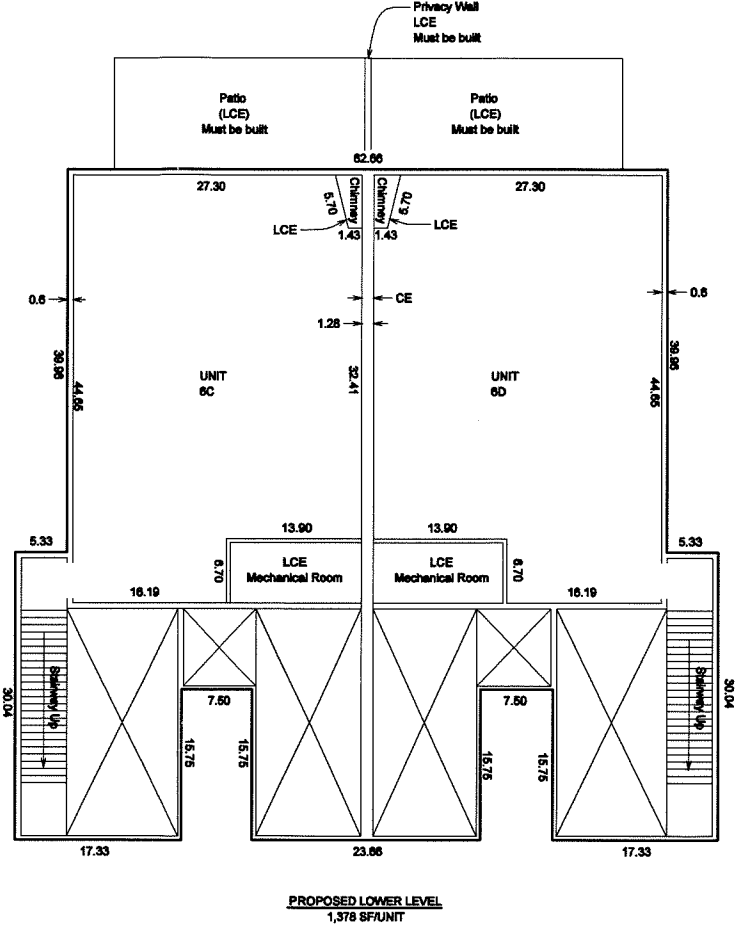


1) Elevations shown are referenced to a bench mark as denoted on sheet 1 of 3

2) All exterior wall are common elements

CE - Denotes Common Element

LCE - Denotes Limited Common Element



All exterior dimensions shown are proposed without siding.

All interior dimensions shown are proposed to the finished surface of walls, floors and ceilings.

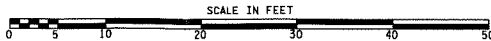
Proposed Building Elevations

Unit 6D

Lower Floor = 1239.10  
Garage Floor = 1259.88  
Lower Ceiling = 1248.10

Unit 6D

Lower Floor = 1239.10  
Garage Floor = 1259.88  
Lower Ceiling = 1248.10





COMMON INTEREST COMMUNITY NO. 1058  
A CONDOMINIUM  
SUNDANCE RIDGE CONDOMINIUMS  
FIRST SUPPLEMENTAL CIC PLAT

I, James Kramer, do hereby certify that this work was undertaken by me, or reviewed and approved by me for the CIC Plat of COMMON INTEREST COMMUNITY NO. 1058 SUNDANCE RIDGE CONDOMINIUMS FIRST SUPPLEMENTAL CIC PLAT, being located upon:

Lot 5 and Lot 7, Block 1, SUNDANCE RIDGE, a duly recorded plat thereof on file and of record in the office of the County Recorder, Crow Wing County, Minnesota.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

James Kramer, Licensed Professional Land Surveyor  
Minnesota License Number 23668

STATE OF MINNESOTA  
COUNTY OF MORRISON

The foregoing certificate was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_ by James Kramer, Licensed Professional Land Surveyor, Minnesota License Number 23668.

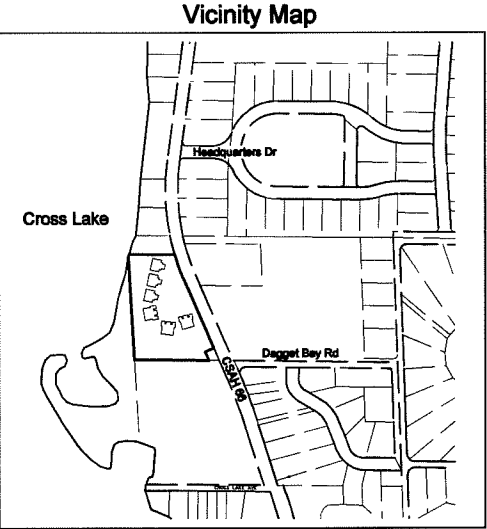
Mike Seelen  
Notary Public, Morrison County, Minnesota  
My commission expires January 21, 2021

The plat of COMMON INTEREST COMMUNITY NUMBER 1058 A CONDOMINIUM SUNDANCE RIDGE CONDOMINIUM FIRST SUPPLEMENTAL CIC PLAT, was approved by the City Council for the City of Crosslake, Minnesota, this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

Mayor \_\_\_\_\_ Attest City Clerk \_\_\_\_\_

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20 \_\_\_\_ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

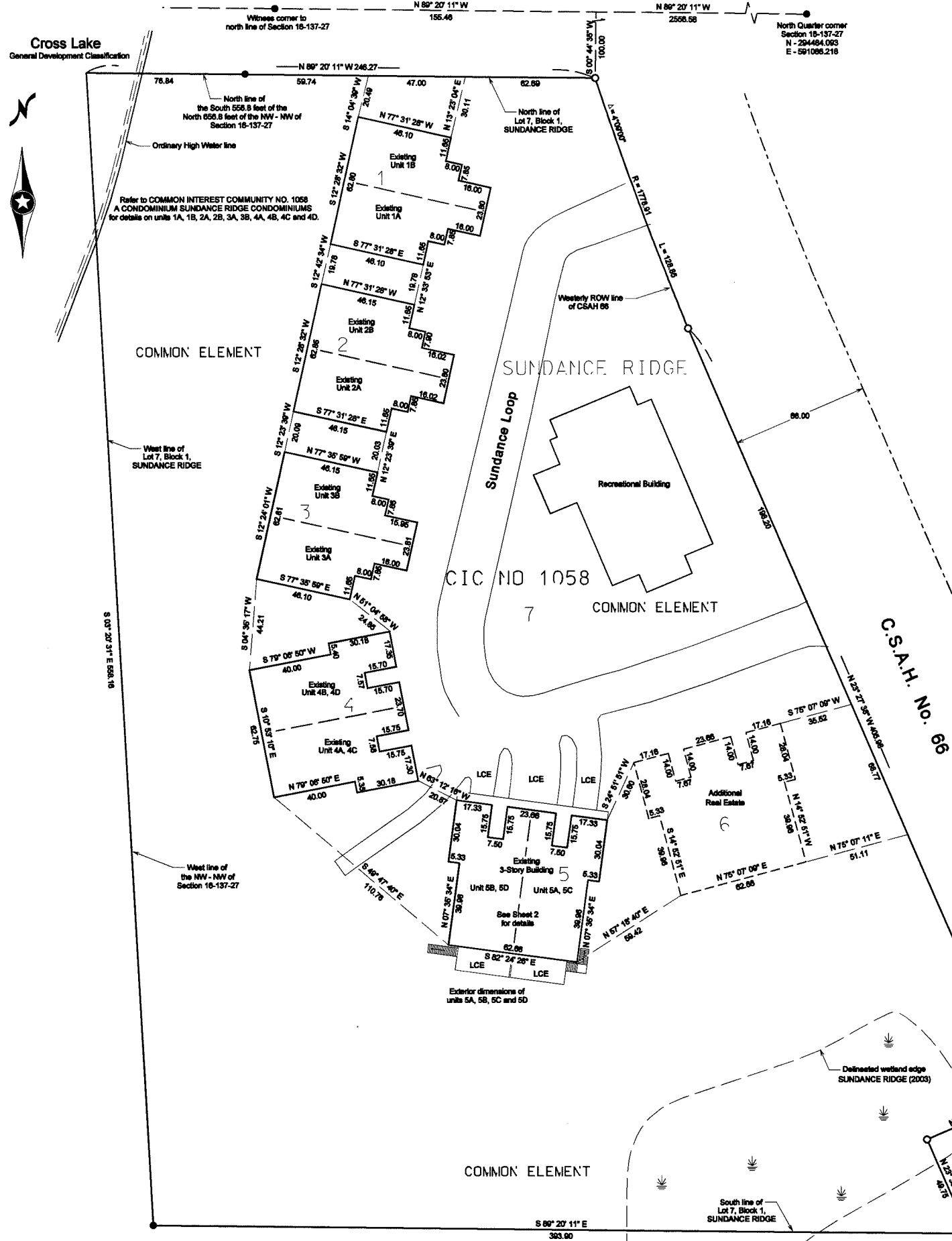
Crow Wing County Land Services Director  
By \_\_\_\_\_, Deputy



PRIVACY WALLS ARE LIMITED COMMON ELEMENTS.  
LCE - DENOTES LIMITED COMMON ELEMENT  
AC - DENOTES AIR CONDITIONING UNIT - (LCE)  
ALL EXTERIOR UNIT DIMENSIONS ARE EITHER 90 DEGREES OR 270 DEGREES

● DENOTES: FOUND IRON MONUMENT  
○ DENOTES: SET IRON PIPE WITH CAP STAMPED "KRAMER 23668"

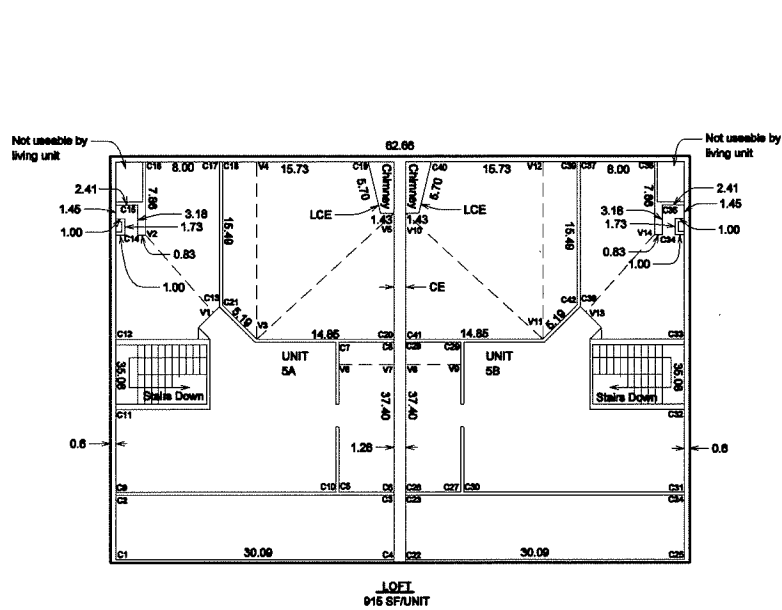
Orientation of this bearing system is the  
Crow Wing County coordinate system.



FINAL

COMMON INTEREST COMMUNITY NO. 1058  
A CONDOMINIUM  
SUNDANCE RIDGE CONDOMINIUMS  
FIRST SUPPLEMENTAL CIC PLAT

FLOOR PLANS  
UNITS 5A, 5B, 5C, AND 5D



All exterior dimensions shown were measured without siding.  
All interior dimensions shown were measured to the finished surface of walls, floors and ceilings.

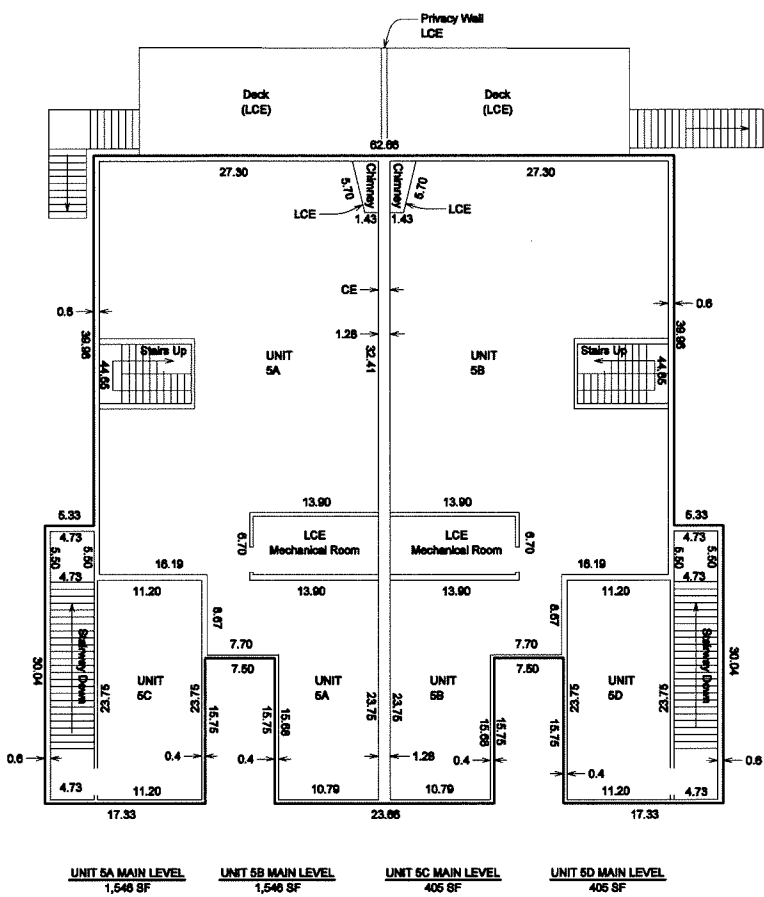
Building Elevations

Unit 5A

First Floor	= 1250.28
First Ceiling	= 1259.28
Second Floor	= 1260.86
C1	1262.16
C2	1266.67
C3	1266.67
C4	1262.16
C5	1267.37
C6	1267.37
C7	1273.93
C8	1273.93
C9	1267.16
C10	1267.16
C11	1272.89
C12	1273.76
C13	1272.03
C14	1266.13
C15	1264.00
C16	1266.64
C17	1271.93
C18	1272.36
C19	1266.17
C20	1273.74
C21	1272.36
V1	1271.59
V2	1266.56
V3	1274.25
V4	1274.17
V5	1265.29
V6	1275.57
V7	1275.57

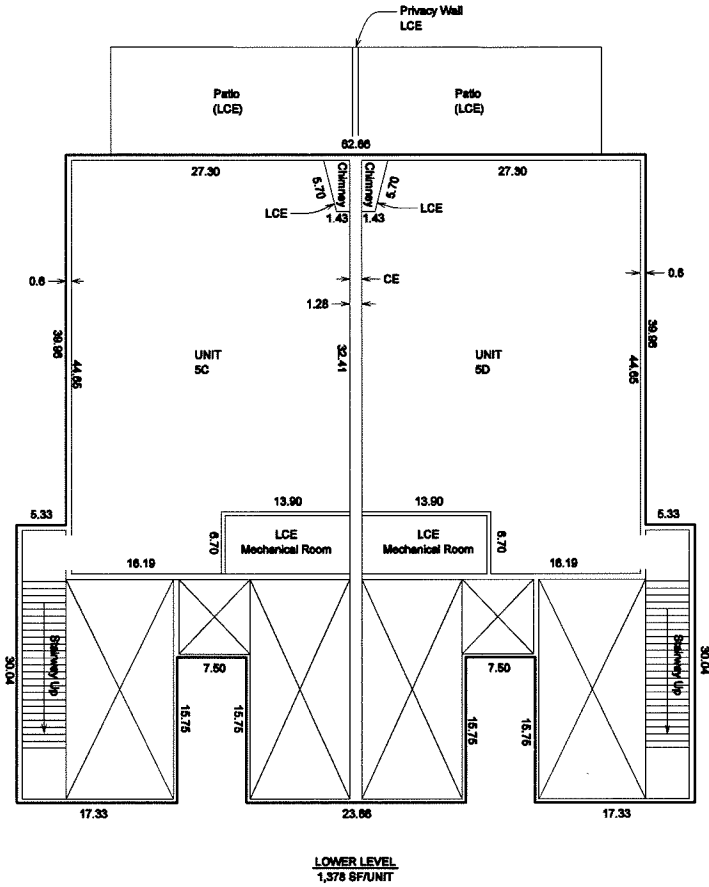
Unit 5B

First Floor	= 1250.28
First Ceiling	= 1259.28
Second Floor	= 1260.86
C22	1262.16
C23	1266.67
C24	1266.67
C25	1262.16
C26	1267.37
C27	1267.37
C28	1273.93
C29	1273.93
C30	1267.16
C31	1267.16
C32	1272.89
C33	1273.76
C34	1266.13
C35	1264.00
C36	1266.64
C37	1271.93
C38	1272.03
C39	1272.36
C40	1266.17
C41	1273.74
C42	1272.36
V8	1275.57
V9	1275.57
V10	1265.29
V11	1274.25
V12	1274.17
V13	1271.59
V14	1266.56



- Elevations shown are referenced to a bench mark as denoted on sheet 1 of 3
- All exterior wall are common elements

CE - Denotes Common Element  
LCE - Denotes Limited Common Element



All exterior dimensions shown were measured without siding.  
All interior dimensions shown were measured to the finished surface of walls, floors and ceilings.

Building Elevations

Unit 5D

Lower Floor	= 1239.50
Garage Floor	= 1250.28
Lower Ceiling	= 1248.50

Unit 5D

Lower Floor	= 1239.50
Garage Floor	= 1250.28
Lower Ceiling	= 1248.50



H.  
3.  
a.

**CONFIRMATION OF REQUEST  
FOR  
ENGINEERING SERVICES**

**CLIENT:** Crosslake/Crow Wing County      **LOCATION:** Crosslake, Minnesota      **DATE:** December 10, 2018

**SERVICE REQUESTED BY:** Ted Strand (City of Crosslake) and Rob Hall (Crow Wing County)

**PROJECT:** Engineering Design and Construction Services - Combined City of Crosslake/Crow Wing County Storm Water Retention System – Manhattan Point Boulevard and CSAH 66

**DESCRIPTION OF WORK INVOLVED:**

1. Design/Bidding Services
  - a. Topographic Survey
  - b. GSOC utility locates and design review with utility owners
  - c. Solicitation of geotechnical firm and review of geotechnical investigation and report
  - d. Perform wetland delineation and prepare report; assist with permitting
  - e. Preparation of temporary and permanent easement descriptions
  - f. Preparation of construction drawings and specifications for bidding
  - g. Preparation of construction SWPPP and erosion control plan
  - h. Preparation of contract documents
  - i. Preparation of construction cost estimate
  - j. Assistance with advertising for bids, bidder questions, and award of contract
2. Construction Services
  - a. Construction staking
  - b. Construction contract administration
  - c. Shop drawing review
  - d. Interpretation of plans, specifications, and contract documents
  - e. Construction observation and documentation
  - f. Labor compliance documentation
  - g. Review and recommendation of payment requests
  - h. Preparation of record drawings

**PROFESSIONAL FEES (Includes WSN time and expenses):**

Design/Bidding Services (WSN)	\$47,000.00
Construction Services (WSN)	\$40,000.00
Geotechnical Investigation and Report (TBD)	<u>\$5,000-7,000</u> (estimated)
Total	\$92,000-94,000

**CONFIRMATION OF REQUEST  
FOR  
ENGINEERING SERVICES**

**PROJECT:** Engineering Design and Construction Services - Combined City of Crosslake/Crow Wing County Storm Water Retention System – Manhattan Point Boulevard and CSAH 66

**TIME SCHEDULE FOR SERVICES:** Utility locations and survey work can begin immediately upon authorization. Wetland delineation cannot be completed until next spring. A construction start that is post-Labor Day, 2019 has been discussed to minimize construction conflicts with summer residents and businesses and to allow time for coordinating easements and permits. Pending conveyance of easements and wetland permitting, we anticipate the following schedule:

July 2019 – Open Bids  
August 2019 – Award Contract  
September 2019 – Begin Construction  
November 15, 2019 – Substantial Completion of Construction

**BILLING METHOD:**

☒ Hourly  
☐ Percentage  
☐ Lump Sum  
☐ Other

**BILLING SCHEDULE:**

☒ Monthly  
☐ Phased  
☐ Upon Completion

**REMARKS:** Services and billing completed in 2019 will be on an hourly plus expenses basis per the attached Fee Schedule and General Provisions of Professional Services Agreement.

**WIDSETH SMITH NOLTING** agrees to perform the described work as set forth above. The **CLIENT** agrees to make payment for work performed within thirty (30) days after receipt of billing.

**SUBMITTED:**

**WIDSETH SMITH NOLTING AND ASSOC., INC.**

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

David S. Reese, Vice President

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

Kevin W. Wernberg, Vice President

**APPROVED:**

**CITY OF CROSSLAKE**

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

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

**CROW WING COUNTY**

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

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 Nolling, 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, treator, 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 who 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 WSN's total fee received for services rendered on this project. 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) <del>94¢/mi</del> \$0.55/mi	
Meals/Lodging	Cost
Stakes & Expendable Materials	Cost
Waste Water Sampler	\$40.00/Day
ISCO Flow Recorder	\$60.00/Day
Photolonization 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.

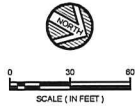
**ENGINEER'S ESTIMATE - POND & SEPARATOR SYSTEM**  
**COUNTY RD 66 & MANHATTAN POINT BLVD STORMWATER QUALITY IMPROVEMENTS**  
**CROSSLAKE, MINNESOTA**  
**AUGUST, 2018**

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED UNIT PRICE	TOTAL PROJECT ESTIMATE	
				EST. QTY.	AMOUNT
1	MOBILIZATION	LUMP SUM	\$15,000.00	1.00	\$15,000.00
2	CLEARING	ACRE	\$5,000.00	0.30	\$1,500.00
3	GRUBBING	ACRE	\$5,000.00	0.30	\$1,500.00
4	REMOVE PIPE CULVERTS	LIN FT	\$8.00	50.00	\$400.00
5	REMOVE SEWER PIPE (STORM)	LIN FT	\$12.00	85.00	\$1,020.00
6	REMOVE CURB AND GUTTER	LIN FT	\$4.00	90.00	\$360.00
7	REMOVE BITUMINOUS PAVEMENT	SQ YD	\$7.00	212.00	\$1,484.00
8	REMOVE CONCRETE APRON	EACH	\$225.00	3.00	\$675.00
9	REMOVE METAL APRON	EACH	\$150.00	2.00	\$300.00
10	REMOVE CASTING	EACH	\$160.00	1.00	\$160.00
11	REMOVE MANHOLES OR CATCH BASIN	LIN FT	\$50.00	14.50	\$725.00
12	SAWMNG BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	\$2.50	180.00	\$450.00
13	SALVAGE SIGN	EACH	\$30.00	8.00	\$240.00
14	COMMON EXCAVATION	CU YD	\$13.00	3800.00	\$49,400.00
15	COMMON LABORERS	HOUR	\$75.00	20.00	\$1,500.00
16	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	\$100.00	20.00	\$2,000.00
17	AGGREGATE SURFACING CLASS 5	TON	\$20.00	50.00	\$1,000.00
18	AGGREGATE BASE CLASS 5	TON	\$17.00	90.00	\$1,530.00
19	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C)	TON	\$65.00	50.00	\$3,250.00
20	12" RC PIPE APRON	EACH	\$400.00	2.00	\$800.00
21	18" RC PIPE APRON	EACH	\$800.00	2.00	\$1,600.00
22	24" RC PIPE APRON	EACH	\$1,000.00	1.00	\$1,000.00
23	12" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	\$30.00	300.00	\$9,000.00
24	18" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	\$38.00	470.00	\$17,860.00
25	24" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	\$45.00	25.00	\$1,125.00
26	CONNECT TO EXISTING STORM SEWER	EACH	\$1,000.00	6.00	\$6,000.00
27	CONSTRUCT DRAINAGE STRUCTURE DESIGN SD-48	LIN FT	\$250.00	2.50	\$625.00
28	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	LIN FT	\$280.00	10.00	\$2,800.00
29	CONSTRUCT DRAINAGE STRUCTURE DSIGN 60-4020	LIN FT	\$450.00	6.00	\$2,700.00
30	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL	EACH	\$5,500.00	1.00	\$5,500.00
31	5' DIA. HYDRODYNAMIC SEPERATOR (MANHATTAN)	LUMP SUM	\$40,000.00	1.00	\$40,000.00
32	8' DIA. HYDRODYNAMIC SEPERATOR (NORTH 66)	LUMP SUM	\$50,000.00	1.00	\$50,000.00
33	8' DIA. HYDRODYNAMIC SEPERATOR (SOUTH 66)	LUMP SUM	\$80,000.00	1.00	\$80,000.00
34	CASTING ASSEMBLY	EACH	\$700.00	4.00	\$2,800.00
35	GEOTEXTILE FILTER TYPE 5	SQ YD	\$2.75	125.00	\$343.75
36	RANDOM RIPRAP CLASS III	CU YD	\$70.00	32.00	\$2,240.00
37	CONCRETE CURB AND GUTTER DESIGN B624	LIN FT	\$20.00	90.00	\$1,800.00
38	TRAFFIC CONTROL	LUMP SUM	\$8,000.00	1.00	\$8,000.00
39	INSTALL SIGN	EACH	\$80.00	8.00	\$640.00
40	EROSION CONTROL SUPERVISOR	LUMP SUM	\$2,250.00	1.00	\$2,250.00
41	SILT FENCE; TYPE MS	LIN FT	\$2.75	300.00	\$825.00
42	STORM DRAIN INLET PROTECTION	EACH	\$200.00	8.00	\$1,600.00
43	SEDIMENT CONTROL LOG TYPE STRAW	LIN FT	\$3.75	300.00	\$1,125.00
44	STABILIZED CONSTRUCTION EXIT	EACH	\$1,250.00	1.00	\$1,250.00
45	FERTILIZER TYPE 1	POUND	\$1.50	450.00	\$675.00
46	SCREENED TOPSOIL BORROW (LV)	CU YD	\$35.00	85.00	\$2,975.00
47	SEEDING	ACRE	\$1,200.00	1.50	\$1,800.00
48	SEED MIXTURE 25-141	POUND	\$3.75	112.50	\$421.88
49	EROSION CONTROL BLANKETS CATEGORY 3	SQ YD	\$2.25	775.00	\$1,743.75
50	HYDRAULIC MULCH MATRIX	POUND	\$1.00	5850.00	\$5,850.00
51	4" DOUBLE SOLID LINE PAINT	LIN FT	\$1.50	50.00	\$75.00
52	4" SOLID LINE PAINT	LIN FT	\$1.50	50.00	\$75.00
<b>ESTIMATED CONSTRUCTION COST</b>					<b>\$337,993.38</b>
<b>CONSTRUCTION CONTINGENCY (10%)</b>					<b>\$33,799.34</b>
<b>ESTIMATED TOTAL CONSTRUCTION COST</b>					<b>\$371,792.71</b>
<b>ESTIMATED ENGINEERING, LEGAL, ADMINISTRATIVE COST</b>					<b>\$92,948.18</b>
<b>TOTAL ESTIMATED PROJECT COSTS</b>					<b>\$464,740.89</b>

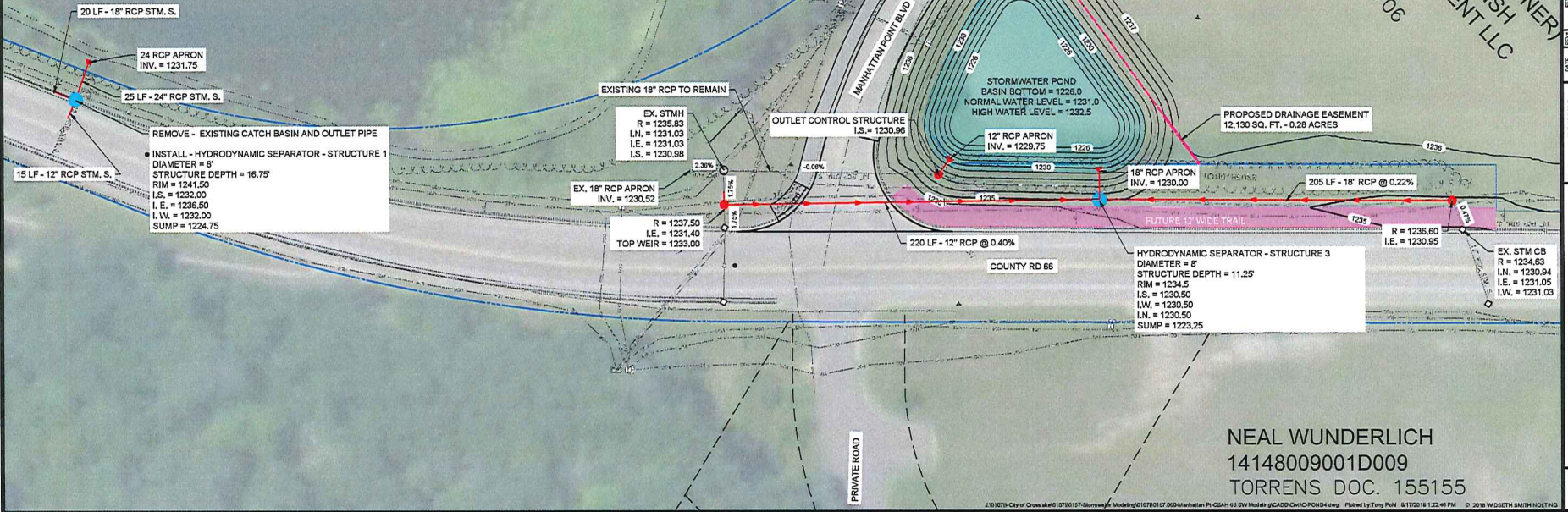


# NOTES:

1. THE USE OF THIS EXHIBIT IS FOR CONCEPT ONLY, NOT FOR CONSTRUCTION.
1. STORM SEWER PIPE SIZES ARE APPROXIMATE. FINAL SIZES WILL BE DETERMINED DURING THE FINAL DESIGN PHASE.
2. ESTIMATED POND DRAINAGE AREA = 29.9 ACRES
3. REQUIRED WATER QUALITY VOLUME = 1" ON CONNECTED IMPERVIOUS SURFACES = 12,700 CU. FT.  
PROVIDED = 18,100 CU. FT.  
400 ADDITIONAL CAPACITY OR 64,800 SQ. FT. OF CONNECTED IMPERVIOUS SURFACE
4. REQUIRED PERMANENT POOL VOLUME = 1,800 CU. FT./ACRE OF DRAINAGE AREA = 53,820 CU. FT.  
PROVIDED = 41,200 CU. FT.  
422 CU.FT./ACRE CREDITED FOR HYDRODYNAMIC SEPARATORS



LOON LAKE



NEAL WUNDERLICH  
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TORRENS DOC. 155155

